



Meeting Agenda

Budget & Finance Committee

Thursday, March 11, 2021

2:00 PM

Board Room

The Budget & Finance Meeting will limit physical access in the meeting room due to current limitations on public gatherings. Accommodations have been made to ensure that the public is able to participate in the meeting. The public may participate in the following ways: • Watch the meeting on FranklinTV or the City of Franklin website. • Watch the live stream through the City of Franklin Facebook and YouTube accounts. • Call in to the conference meeting 1-312-626-6799, Meeting ID: 928 2741 7918 Passcode: 278797. Callers will be unmuted and given an opportunity to comment during the meeting at specific times. • Limited viewing will be available in the lobby of City Hall to watch the live video. • The public may email comments and questions prior to 4:30 p.m. on the day of the meeting to recorder@franklinton.gov to be read aloud. • City YouTube: <https://www.youtube.com/user/CityOfFranklin> • City Facebook Live: <https://www.facebook.com/CityOfFranklin> • City website: <https://www.franklinton.gov>

CALL TO ORDER

MEETING PROCEDURE CHANGES

1. Consideration Of Resolution 2021-34, A Resolution Declaring That The Budget & Finance Committee Shall Meet On March 11, 2021 And Conduct Its Essential Business By Electronic Means Rather Than Being Required To Gather A Quorum Of The Members Physically Present In The Same Location Because It Is Necessary To Protect The Health, Safety, And Welfare Of Tennesseans In Light Of The COVID-19 Outbreak.

Sponsors: Shauna Billingsley

APPROVAL OF MINUTES

2. Consideration Of Approval Of Minutes Of The February 11, 2021 Budget & Finance Committee Meeting

NEW BUSINESS

3. Consideration of DRAFT Resolution 2021-46 - A Resolution To Revise The Organization Chart Of The Sanitation And Environmental Services Department

Sponsors: Jack Tucker

4. Budget Presentation - Streets (Maintenance, Traffic, Fleet, Street Aid Fund)

Sponsors: Steve Grubb

5. Budget Presentation - Stormwater Fund

Sponsors: Steve Grubb, Paul Holzen

6. Budget Presentation - Engineering & Traffic Operations Center

Sponsors: Paul Holzen

7. Budget Presentation - Building & Neighborhood Services & Community Development Block Grant (CDBG) Fund

Sponsors: Tom Marsh

8. Budget Presentation - Planning & Sustainability

Sponsors: Kelly Dannenfelser

9. Budget Presentation - Purchasing

Sponsors: Brian Wilcox

10. Budget Presentation - Finance

Sponsors: Mike Lowe, Michael Walters Young

11. Consideration of Resolution 2021-38, A Resolution Authorizing and Directing the Industrial Development Board of the City of Franklin to Prepay a Portion of its Taxable Tax Increment Revenue Refunding Bonds, Series 2015A (Variable Rate) for the Fiscal Year Ending June 30, 2021.

Sponsors: Kristine Brock

12. Consideration Of DRAFT Ordinance 2021-03, An Ordinance To Amend Appendix A - Comprehensive Fees And Penalties, Chapter 17. - Municipal Solid Waste Disposal, To Update The Administrative Setup Fee For Curbside Recycling.

Sponsors: Jack Tucker, Mark Hilty

13. Financial Report For 2nd Quarter Of FY 2021.

Sponsors: Mike Lowe, Kristine Brock

14. Monthly Reports For March 2021

Sponsors: Mike Lowe, Margaret Wilson

OTHER BUSINESS

ADJOURN

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



File #: 21-01825

DATE: March 5, 2021
TO: Budget & Finance Committee
FROM: Eric Stuckey, City Administrator
Shauna Billingsley, City Attorney

SUBJECT:

Consideration Of Resolution 2021-34, A Resolution Declaring That The Budget & Finance Committee Shall Meet On March 11, 2021 And Conduct Its Essential Business By Electronic Means Rather Than Being Required To Gather A Quorum Of The Members Physically Present In The Same Location Because It Is Necessary To Protect The Health, Safety, And Welfare Of Tennesseans In Light Of The COVID-19 Outbreak.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning conducting the Board of Mayor and Aldermen by electronic means to limit physical contact for the health and safety of all citizens.

BACKGROUND/STAFF COMMENTS:

Due to the COVID-19 Outbreak citizens need to limit potential exposure to the virus by limiting contact with others. To support this effort the City of Franklin boards and commissions will meet electronically rather than gathering a quorum physically in the same location to conduct their essential business.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of Resolution 2021-34.

RESOLUTION 2021-34

A RESOLUTION DECLARING THAT THE BOARD OF MAYOR AND ALDERMEN BUDGET AND FINANCE COMMITTEE SHALL MEET ON MARCH 11, 2021, AND CONDUCT ITS ESSENTIAL BUSINESS BY ELECTRONIC MEANS RATHER THAN BEING REQUIRED TO GATHER A QUORUM OF THE MEMBERS PHYSICALLY PRESENT IN THE SAME LOCATION BECAUSE IT IS NECESSARY TO PROTECT THE HEALTH, SAFETY, AND WELFARE OF TENNESSEANS IN LIGHT OF THE COVID-19 OUTBREAK

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory disease that appears to occur through respiratory transmission, presents with similar symptoms to those of influenza, and can lead to serious illness or death, particularly in the case of older adults and persons with serious chronic medical conditions; and

WHEREAS, the Centers for Disease Control and Prevention has recommended that all states and territories implement aggressive measures to slow and contain transmission of COVID-19 in the United States; and

WHEREAS, on March 12, 2020, pursuant to the authority granted by Tenn. Code Ann. § 58-2-107, the Governor of Tennessee, Bill Lee, issued Executive Order No. 14, declaring a state of emergency to facilitate the response to COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States, Donald J. Trump, declared a national state of emergency with respect to COVID-19; and

WHEREAS, on March 20, 2020, Mayor Ken Moore issued Executive Order No. 2020-01 Declaring a State of Emergency and Civil Emergency; and

WHEREAS, on March 20, 2020, Governor Lee issued Executive Order No. 16, and later issued Executive Order No. 34, Executive Order No. 51, Executive Order No. 60, Executive Order No. 65, Executive Order No. 71, and Executive Order No. 78 allowing electronic meetings while continuing to function openly and transparently; and

WHEREAS, Mayor Moore issued Executive Orders No. 2020-03, No. 2020-05, and No. 2020-07, No. 2020-09, No. 2020-11, No. 2020-12, No. 2020-13, No. 2020-14, No. 2020-15, No. 2020-16, and No. 2020-17 continuing the Declaration of a State of Emergency and Civil Emergency; and

WHEREAS, the Board of Mayor and Aldermen Budget and Finance Committee believes it is in the best interest of the City of Franklin to conduct the March 11, 2021, 1:00 p.m. meeting by electronic means.

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

The meeting scheduled for March 11, 2021, at 1:00 p.m. shall be conducted by electronic means rather than requiring a quorum of the members of the Board of Mayor and Aldermen Budget and Finance Committee to attend in person to protect the health, safety, and welfare of Tennesseans in light of the COVID-19 outbreak. Physical access in the meeting room will be limited. The public can view and participate in the meetings by watching the meeting live or later as a recording on FranklinTV, the City of Franklin website, the City of Franklin's Facebook page, and the City of Franklin's YouTube account. Specific dial-in and website links can be found on the City's website at

<https://www.franklintn.gov/Home/Components/Calendar/Event/10708/1092>

IT IS SO RESOLVED AND DONE on this 11th day of March, 2021.

ATTEST

**CITY OF FRANKLIN, TENNESSEE
BUDGET AND FINANCE COMMITTEE**

By:_____
Eric S. Stuckey
City Administrator

By:_____
Clyde Barnhill, Alderman
Chair

Approved as to Form By:
Sauna R. Billingsley, City Attorney



File #: 21-01817

DATE: March 5, 2021
TO: Budget & Finance Committee
FROM: Jack Tucker, SES Director
SUBJECT:

Consideration of DRAFT Resolution 2021-46 - A Resolution To Revise The Organization Chart Of The Sanitation And Environmental Services Department

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning a revision to the organization chart of the Sanitation and Environmental Services Department

BACKGROUND/STAFF COMMENTS:

The Sanitation and Environmental Services Department prides itself on running a best in class sanitation and recycling collection service in the most efficient manner possible. The current organization chart and staffing table, however, accounts for a position which is no longer necessary - that of SES Dispatcher. Since the fleet is planned through the use of RouteSmart Technology purchase several years ago, this position can be reassigned to other duties. Customer Service is a top priority, and to fill that need this resolution proposes to reclassify the existing position of SES Dispatcher (Grade C) to that of an Administrative Assistant (Grade D).

FINANCIAL IMPACT:

There is no appreciable cost impact of Resolution 2021-46. While the proposal does elevate the position from a Grade C to a Grade D, sufficient funds exist in the FY 2021 budget appropriation to cover any increase.

RECOMMENDATION:

Staff recommends that Resolution 2021-46 be recommended for approval by the Board of Mayor and Aldermen.

RESOLUTION 2021-46

**TO BE ENTITLED: "A RESOLUTION TO REVISE THE ORGANIZATION CHART WITHIN THE
SANITATION AND ENVIRONMENTAL SERVICES DEPARTMENT"**

WHEREAS, the Board of Mayor and Aldermen established the annual budget for the City of Franklin for the Fiscal Year 2020-2021, by Ordinance 2020-14, effective July 1, 2020; and

WHEREAS, the Sanitation & Environmental Services Director desires to adjust the Organizational Chart of the Sanitation & Environmental Services Department; and

WHEREAS, with respect to the Sanitation & Environmental Services Department the reorganization will provide for greater efficiency and improved management of qualified staff to perform the vital functions of the daily operations; and

WHEREAS, the Board of Mayor and Aldermen desires to support the minor reorganizations of the Sanitation & Environmental Services Department to include this initiative as there would be no increase in anticipated costs for FY 2021; and

WHEREAS, the Board of Mayor and Aldermen believes it is in the best interest of the City of Franklin to adopt such change.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Mayor and Aldermen for the City of Franklin as follows:

Section 1. The City of Franklin hereby adopts the amended Organization and Personnel Charts for the Sanitation & Environmental Services Department, to be incorporated within the FY 2020-21 Budget, as shown in Exhibit A, attached, with the following:

- a. The elimination of one (1) SES Dispatcher position and the addition of one (1) new Administrative Assistant position;

all without amending the expenditures currently adopted in the FY 2020-21 Budget.

Section 2. That the Resolution shall be effective upon adoption.

IT IS SO RESOLVED AND DONE on this _____ day of _____ 2021.

ATTEST

CITY OF FRANKLIN, TENNESSEE

By: _____

By: _____

ERIC S. STUCKEY

DR. KEN MOORE

City Administrator

Mayor

Approved as to Form

By: _____

Shauna R. Billingsley

City Attorney

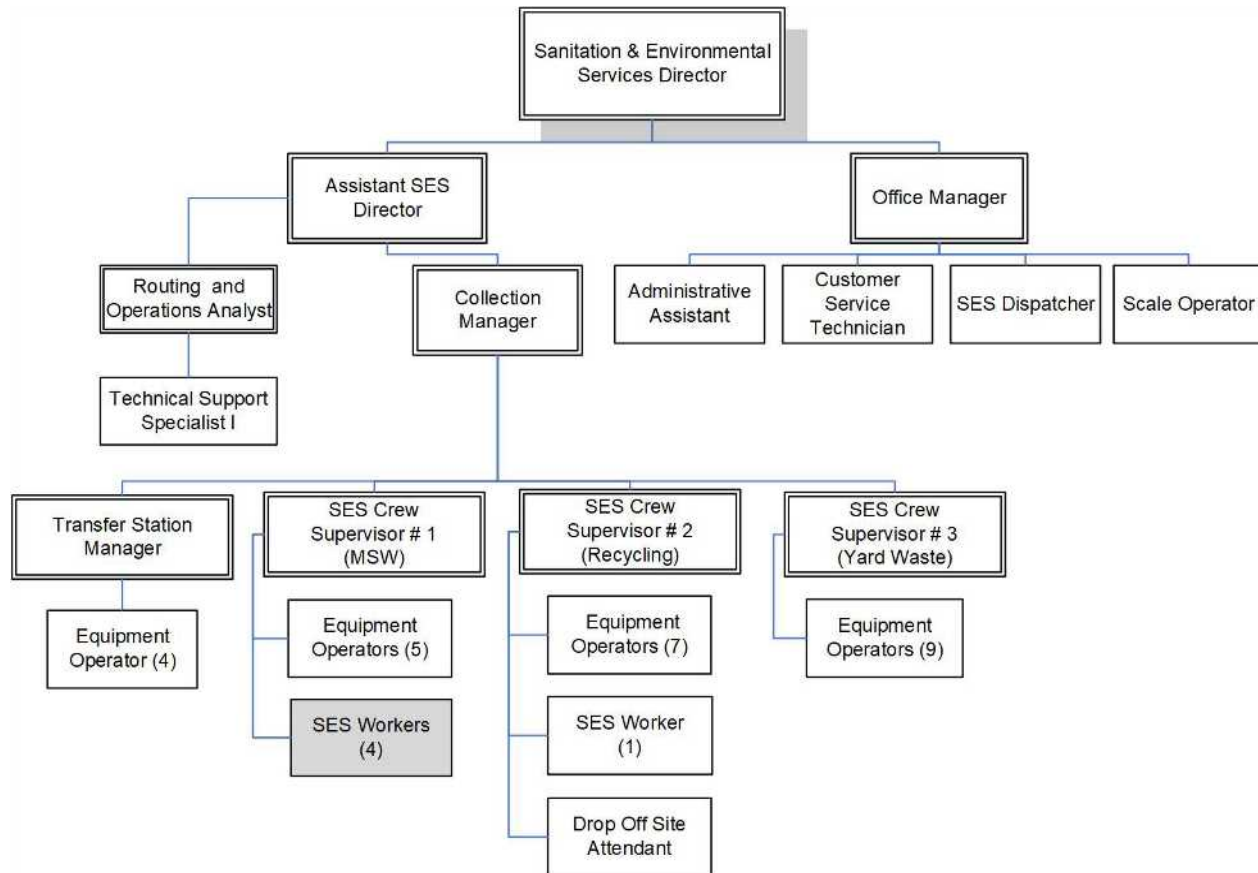


City of Franklin, Tennessee

FY 2021 Operating Budget

Res. 2021-46
Exhibit A

Organizational Chart (Current)

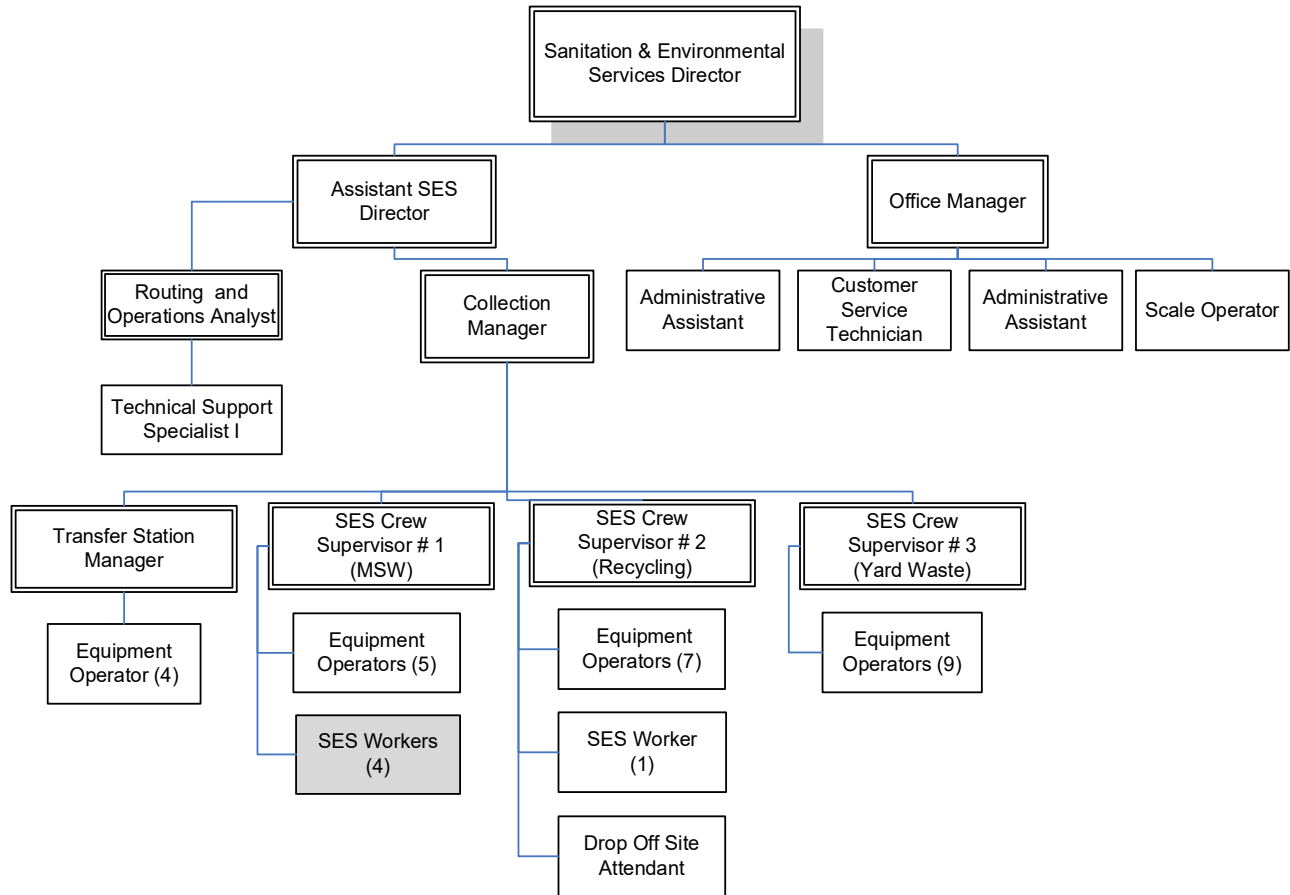


White: Positions Authorized and Budgeted in FY 2021

Gray: Positions Authorized and Unbudgeted in FY 2021

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

Organizational Chart (New)



White: Positions Authorized and Budgeted in FY 2021

Gray: Positions Authorized and Unbudgeted in FY 2021

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



City of Franklin, Tennessee

FY 2021 Operating Budget

Res. 2021-46
Exhibit A

Staffing by Position (Current)

Budgeted Positions	Pay Grade	FY 2017		FY 2018		FY 2019		FY 2020		FY 2021	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Administration											
Dir. Of Sanitation & Env. Services	K	1	0	1	0	1	0	1	0	1	0
Asst. Dir. Of Sanitation & Env. Serv	I	1	0	1	0	1	0	1	0	1	0
Routing and Operations Analyst	G	0	0	0	0	0	0	0	0	1	0
Office Manager	F	1	0	1	0	1	0	1	0	1	0
Technical Support Specialist II	F	0	0	0	0	1	0	1	0	0	0
Technical Support Specialist I	E	1	0	1	0	0	0	1	0	1	0
Customer Services Technician	D	1	0	1	0	1	0	1	0	1	0
Administrative Assistant	D	0	0	0	0	0	0	0	0	1	0
HHW Drop Off Site Attendant	C	1	0	1	0	1	0	1	0	1	0
Scale Operator	C	0	0	0	0	0	0	1	0	1	0
Administrative Secretary	B	1	0	1	0	1	0	1	0	0	0
Totals		7	0	7	0	7	0	9	0	9	0
Collection											
Collection Manager	G	1	0	1	0	1	0	1	0	1	0
SES Crew Supervisor	E	4	0	4	0	4	0	3	0	3	0
SES Equipment Operator	D	21	0	21	0	21	0	21	0	21	0
SES Dispatcher	C	1	0	1	0	1	0	1	0	1	0
SES Worker	B	5	0	5	0	5	0	5	0	4	0
Totals		32	0	32	0	32	0	31	0	30	0
Disposal											
Transfer Station Manager	F	1	0	1	0	1	0	1	0	1	0
Equipment Operator	D	4	0	4	0	4	0	4	0	4	0
Scale Operator	C	1	0	1	0	1	0	0	0	0	0
Totals		6	0	6	0	6	0	5	0	5	0
Sub-Total Budgeted Positions		45	0	45	0	45	0	45	0	44	0
Authorized, Unbudgeted Positions											
SES Worker	B	0	0	0	0	0	0	0	0	1	0



City of Franklin, Tennessee

FY 2021 Operating Budget

Res. 2021-46
Exhibit A

Staffing by Position (New)

Budgeted Positions	Pay Grade	FY 2017		FY 2018		FY 2019		FY 2020		FY 2021	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Administration											
Dir. Of Sanitation & Env. Services	K	1	0	1	0	1	0	1	0	1	0
Asst. Dir. Of Sanitation & Env. Serv	I	1	0	1	0	1	0	1	0	1	0
Routing and Operations Analyst	G	0	0	0	0	0	0	0	0	1	0
Office Manager	F	1	0	1	0	1	0	1	0	1	0
Technical Support Specialist II	F	0	0	0	0	1	0	1	0	0	0
Technical Support Specialist I	E	1	0	1	0	0	0	1	0	1	0
Customer Services Technician	D	1	0	1	0	1	0	1	0	1	0
Administrative Assistant	D	0	0	0	0	0	0	0	0	2	0
HHW Drop Off Site Attendant	C	1	0	1	0	1	0	1	0	1	0
Scale Operator	C	0	0	0	0	0	0	1	0	1	0
Administrative Secretary	B	1	0	1	0	1	0	1	0	0	0
Totals		7	0	7	0	7	0	9	0	10	0
Collection											
Collection Manager	G	1	0	1	0	1	0	1	0	1	0
SES Crew Supervisor	E	4	0	4	0	4	0	3	0	3	0
SES Equipment Operator	D	21	0	21	0	21	0	21	0	21	0
SES Dispatcher	C	1	0	1	0	1	0	1	0	0	0
SES Worker	B	5	0	5	0	5	0	5	0	4	0
Totals		32	0	32	0	32	0	31	0	29	0
Disposal											
Transfer Station Manager	F	1	0	1	0	1	0	1	0	1	0
Equipment Operator	D	4	0	4	0	4	0	4	0	4	0
Scale Operator	C	1	0	1	0	1	0	0	0	0	0
Totals		6	0	6	0	6	0	5	0	5	0
Sub-Total Budgeted Positions		45	0	45	0	45	0	45	0	44	0
Authorized, Unbudgeted Positions											
SES Worker	B	0	0	0	0	0	0	0	0	1	0



File #: 21-01753

DATE: February 11, 2021
TO: Budget & Finance Committee
FROM: Steve Grubb, Director of Streets
SUBJECT:

Budget Presentation - Streets (Maintenance, Traffic, Fleet, Street Aid Fund)

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the Streets (Maintenance, Traffic & Fleet Divisions) Department and Street Aid & Transportation Fund budget requests for FY 2021-2022.

BACKGROUND/STAFF COMMENTS:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that the Budget & Finance Committee acknowledge the presentation of the Streets (Maintenance, Traffic & Fleet Divisions) Department and Street Aid & Transportation Fund budget requests.



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Street Department

Steve Grubb, Street Director

Kim Hammon, Fleet Manager



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 2

Outline

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



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 3

Purpose of Department

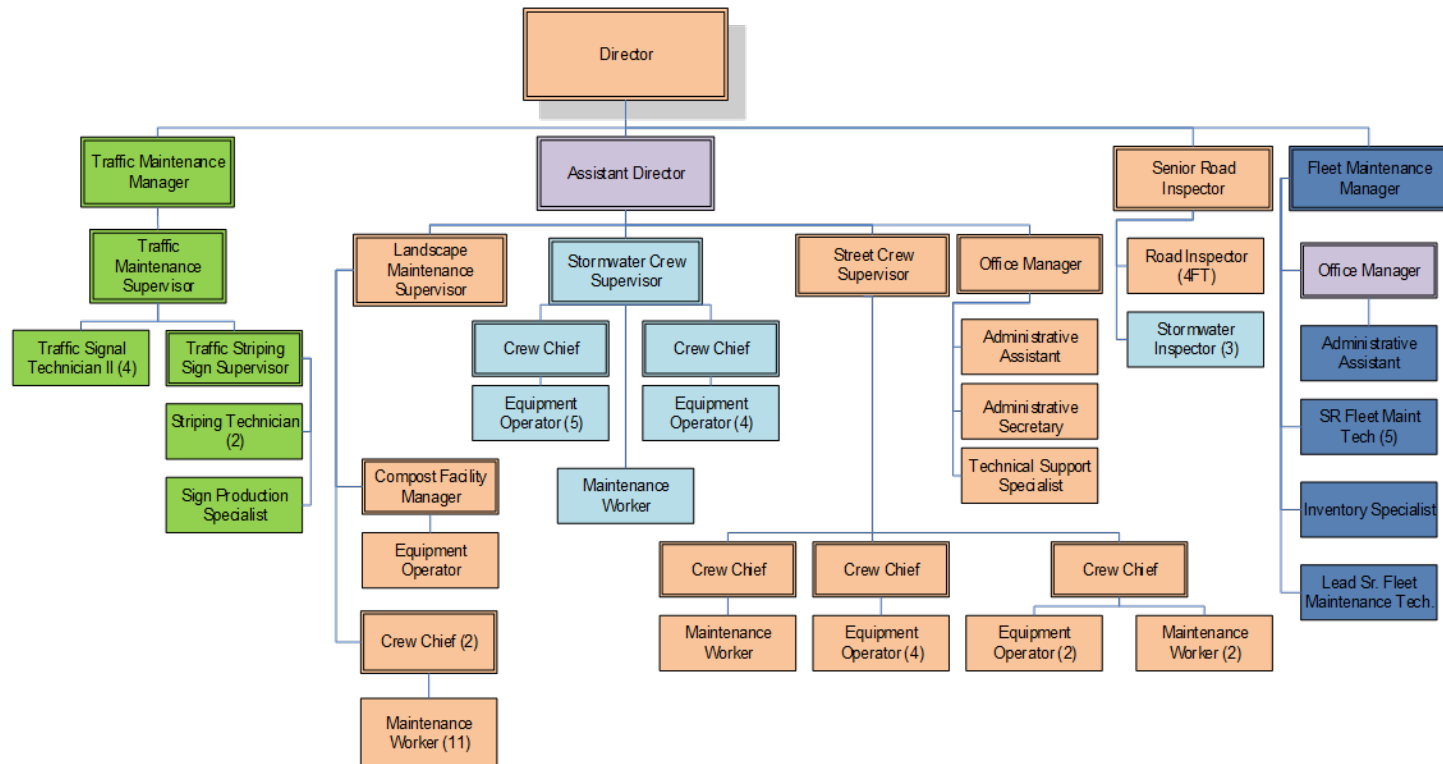
We are committed to serving selflessly alongside our brothers and sisters throughout the Public Works Department. We strive to maintain, improve and preserve Franklin's infrastructure for its current residents and future generations.

City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 4

Organization Chart



Current Staffing:

(74) Full-Time Employees (39 - Maintenance, 10 - Traffic, 9 - Fleet, 16 – Stormwater)

(2) Full-Time Unbudgeted Positions Requested for Restoration (est. \$209,235 in add. cost)



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 5

Base Budget Request: Personnel

2021: \$2,782,985

2022: \$2,810,188

Difference: \$27,203 or 1.0%

Current Staffing Level:

(40) Full-time Employees

Request Staffing Level FY22:

(41) Full-time Employees



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 6

Base Budget Request: Operations

FY 21 Operations: \$1,378,053

FY 22 Operations: \$1,364,735

Difference: (\$13,318) or -1.0%

82400 Utilities decrease \$15,000

82500 Contractual Services increase \$15,750

83500 Machinery & Equipment <25K increase \$10,220

83600 Repair & Maintenance Supplies increase \$5,450

85100 Property & Liability Costs decrease \$23,823



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 7

Program Enhancement Requests

Employee Enhancement: Re-classification \$3,761.00

Vehicle Program Enhancements: Pickup truck (Replacement) \$37,150



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 8

Program Enhancement Requests

Mack Hatcher North West Maintenance: (1) Employee, (1) Landscape Unit, (1) Commercial Mower, Incidental tools and equipment (New) \$107,775

Approximately Six (6) miles of Pedestrian Trail system to mow, weed eat, and debris clean-up

Approximately Four (4) acres of grass to maintain along curb & gutter sections, including grass Islands

Approximately Fifteen (15) acres of grass to maintain along the trail system

Program Enhancement Requests

Salt Storage Facility: Roof/Dome (Replacement) \$64,000



Program Enhancement Requests

Equipment Program Enhancements: (1) (Replacement) \$80,650

Trailer Mounted Pull behind Leaf Vacuum





City of Franklin, Tennessee - FY 2022 Budget Request

Street Department - Traffic Division

Slide 11

Base Budget Request: Personnel

2021: \$941,855

2022: \$951,933

Difference: \$10,078 or 1.1%

Current Staffing Level:

(10) Full-time Employees

Request Staffing Level FY22:

(10) Full-time Employees



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department - Traffic Division

Slide 12

Base Budget Request: Operations

FY 21 Operations: \$652,384

FY 22 Operations: \$637,933

Difference: \$14,451 – 2.2%

83600 Repair & Maintenance Supplies decrease \$24,950

85100 Property & Liability Costs increase \$5,564



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department - Traffic Division

Slide 13

Program Enhancement Requests

Vehicle Program Enhancement: Pickup truck (Replacement) \$37,150



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department – Fleet Division

Slide 14

Base Budget Request: Personnel

2021: \$753,094

2022: \$761,643

Difference: \$8,549 or 1,1%

Current Staffing Level:

(10) Full-time Employees

Request Staffing Level FY22:

(10) Full-time Employees



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department – Fleet Division

Slide 15

Base Budget Request: Operations

FY 21 Operations: \$80,562

FY 22 Operations: \$74,747

Difference: (\$5,815) or -7.2%

82600 Repair & Maintenance Services decrease \$14,000

83500 Machinery & Equipment <25K decrease \$7,150

83600 Repair & Maintenance Supplies increase \$21,000



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department – Fleet Division

Slide 16

Program Enhancement Request

Fleet Vehicle Replacement Program Enhancement: (New) \$199,000

Our goal is to identify the optimal replacement cycle for an aging fleet

A few things to consider; maintenance costs, fuel efficiency, & vehicle depreciation

Vehicle Lease: \$410,000 (67) Vehicles

Fuel savings: -\$20,000

Vehicle repair and maintenance-\$20,000

Sale of Surplus Vehicle -\$171,000



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department – State Street Aid

Slide 17

Annual Budget

FY 21 Paving Services \$1,949,149

FY 21 Pavement Preservation \$1,145,600

FY 21 Sidewalk Program \$525,000

Total \$3,619,749

FY 22 Resurfacing Program \$2,200,497

FY 22 Pavement Preservation \$1,145,600

FY 22 Sidewalk Program \$525,000

Total \$3,871,097



City of Franklin, Tennessee - **FY 2022 Budget Request** **Street Department – State Street Aid**

Slide 18

Annual Budget

Fiscal Year 2021

Paving Program: Resurfaced (35) Thirty-five Streets

Pavement Preservation: Applied rejuvenator to (38) Thirty-eight Streets

Pavement Preservation: Crack Fill; Asphaltic Rubberized Material, (29)
Twenty-nine Streets, 6.5 miles repaired

Sidewalk Program: 2.5 miles, sidewalk gap and (80) Eighty handicap ramps
upgraded



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department – State Street Aid

Slide 19

Five Year Outlook

Significant increase in Landscape Maintenance responsibilities upon completion of road projects; Franklin Road Streetscape, McEwen Drive Phase IV, Liberty Pike @ Mallory Lane Intersection Improvements.

We will see an increase in personnel within the Traffic Division to keep up with City owned decorative Street light installations, along the aforementioned road projects.

We anticipate eight (8) new signalized intersections to come online. This will significantly increase our maintenance responsibilities.

We will focus on future maintenance responsibilities, as we see continued growth and development in the southeast corridor.



City of Franklin, Tennessee

FY 2022 Operating Budget

Streets - Maintenance

Steve Grubb, Director

Budget Summary

	2019	2020	2021		2022	2020 v. 2021	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	2,605,408	2,792,189	2,782,985	2,754,027	2,810,188	27,203	1.0%
Operations	1,637,074	1,223,403	1,378,053	1,184,774	1,364,735	-13,318	-1.0%
Capital	209,451	603,671	137,000	0	0	-137,000	-100.0%
Total	4,451,933	4,619,263	4,298,038	3,938,801	4,174,923	-123,115	-2.9%

Departmental Summary

The Street Department - Maintenance Division includes Street and Landscape Maintenance.

The Street Maintenance Division currently maintains 341.11 miles of roadway and a portion of designated medians including, Downtown Franklin, Streetscape, Public Works Facility and landscaping along the Mack Hatcher Pkwy right-of-way from Murfreesboro Road to Franklin Road. We currently have a team that performs repair and replacement activities on failing or unsafe sidewalks.

Compost

The Compost Facility defers yard waste and collected leaves from entering the Landfill. This valuable resource is processed and used to complete stormwater projects, backyard gardening, park projects, etc.. The City realizes a savings by diverting Landfill tipping fees.

Infrared Patch Truck

The Street Department began using infrared technology to perform routine patching practices in 2012. We utilize the truck to permanently repair potholes, utility cuts and longitudinal joints.

Road Salt and Salt Brine

We currently house 2,400 tons of road salt and 1,800 gallons of salt brine solution at two strategic locations.

Pre-event calculated costs for standard salt spreading method are approx. \$7.50 per lane mile. Pre-event calculated costs for salt brine method are approx. \$1.70 per lane mile. Post-event calculations could double the amount for both methods.



City of Franklin, Tennessee

FY 2022 Operating Budget

Streets - Maintenance

Steve Grubb, Director



COVID-19 Response & Impact

The Inspection Team did not miss a beat! We will recognize an increase in vehicle maintenance and fuel for pick up trucks within this division. The Inspections worked remotely, only coming into the office if absolutely necessary. They adjusted inspection schedules and performed inspections without human interaction as often as possible. This group actually improved our inspection process and Service Request response timeline. Additionally they meet via Microsoft Teams every morning to discuss projects and layout responsibilities.

Office Staff worked modified schedules. We handle all calls via the computer and moved to an automated phone service throughout the Pandemic. This Team worked through the remote process fairly seamlessly.

The Maintenance Teams adjusted schedules often to meet the demand of service needs. When weather was nasty outside due too rain, snow, cold conditions, etc. we sent employees home and ask them to work online if possible. When the weather cooperated we did not miss an opportunity to perform tasks typical of Street Maintenance while maintaining social distancing. We worked independent as often as possible. This Team was not able to perform Water/Sewer utility cut repairs this year. It was managed by our inspection team through the annual paving contracts.



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

Related Theme:

All themes applicable; none specified.

Key:	
Benchmarking Alliance of Tennessee	
Franklin Citizens Survey	☒

Workload (Output) Measures

	2018	2019	2020	2021*	2022*
Paved lane miles for which the jurisdiction is responsible	337	337	343	346	348
 Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Total Miles of Sidewalks Maintained	348	348	350	352	353
Catch Basins/Storm Drains	6,392	6,392	6,550	6,550	6,550
Stormwater Channels Maintained (Linear ft.)	183,091	183,091	183,091	183,091	183,091
Gravity Mains Maintained	12,384	12,384	12,384	12,384	12,384
Crosswalks Painted	3,450	5,390	4,000	2,200	3,000
Centerlines Painted	40,600	86,680	50,000	60,000	38,860
Number of Streets Repaired	38	67	70	141	125
Number of Potholes Repaired	364	138	250	250	TBD
Number of Citizen Concerns Received	983	1,142	950	637	TBD

Major Weather Events

Amount of Salt Used (ton)	265	100	125	150	250
Amount of Brine Used (gallon)	18,000	6,000	750	1,000	2,500
Service Costs for maintaining/paving roads	\$ 2,663,695	\$ 3,330,000	\$ 3,500,000	\$ 3,094,749	\$ 3,346,097
 Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Cost to repair sidewalks	\$ 442,532	\$ 470,000	\$ 495,000	\$ 525,000	\$ 525,000
Cost of Curb & Gutter	\$ 13,988	\$ 15,600	\$ 15,600	\$ 16,100	\$ 16,600
Leaf Vacuum Season (cubic yds)	10,615	13,000	14,000	15,000	16,000

Efficiency Measures

	2018	2019	2020*	2021*	2022*
Avg. Cost to Repair Streets (Sq. Yd.)	\$ 87.00	\$ 87.00	\$ 87.00	\$ 78.00	\$ 78.00
Avg. Cost to Repair Sidewalks (Sq. Ft.)	\$ 9.75	\$ 9.75	\$ 10.00	\$ 10.00	\$ 11.00
Avg. Cost to Repair Catch Basins/Gutters	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

Outcome (Effectiveness) Measures

	2018	2019	2020*	2021*	2022*
Response Time					
- From Receipt to Investigation to Notification	48hrs	48hrs	48hrs	48hrs	48hrs
- From Notification to Resolution	N/A	N/A	N/A	N/A	N/A
Number of Lane Miles rated 85 or better (HPMS)	TBD	TBD	TBD	TBD	TBD
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD

*estimated

Franklin Citizens Survey

		2016 Citizens Survey		2019 Citizens Survey	
		Excellent/ Good	Fair/Poor	Excellent/ Good	Fair/Poor
☒	% rating the quality of Street repair	62%	38%	57%	43%
☒	% rating the quality of Street cleaning	81%	19%	78%	22%
☒	% rating the quality of Street lighting	74%	26%	75%	25%
☒	% rating the quality of Snow removal	57%	43%	71%	29%
☒	% rating the quality of Sidewalk maintenance	71%	29%	77%	23%

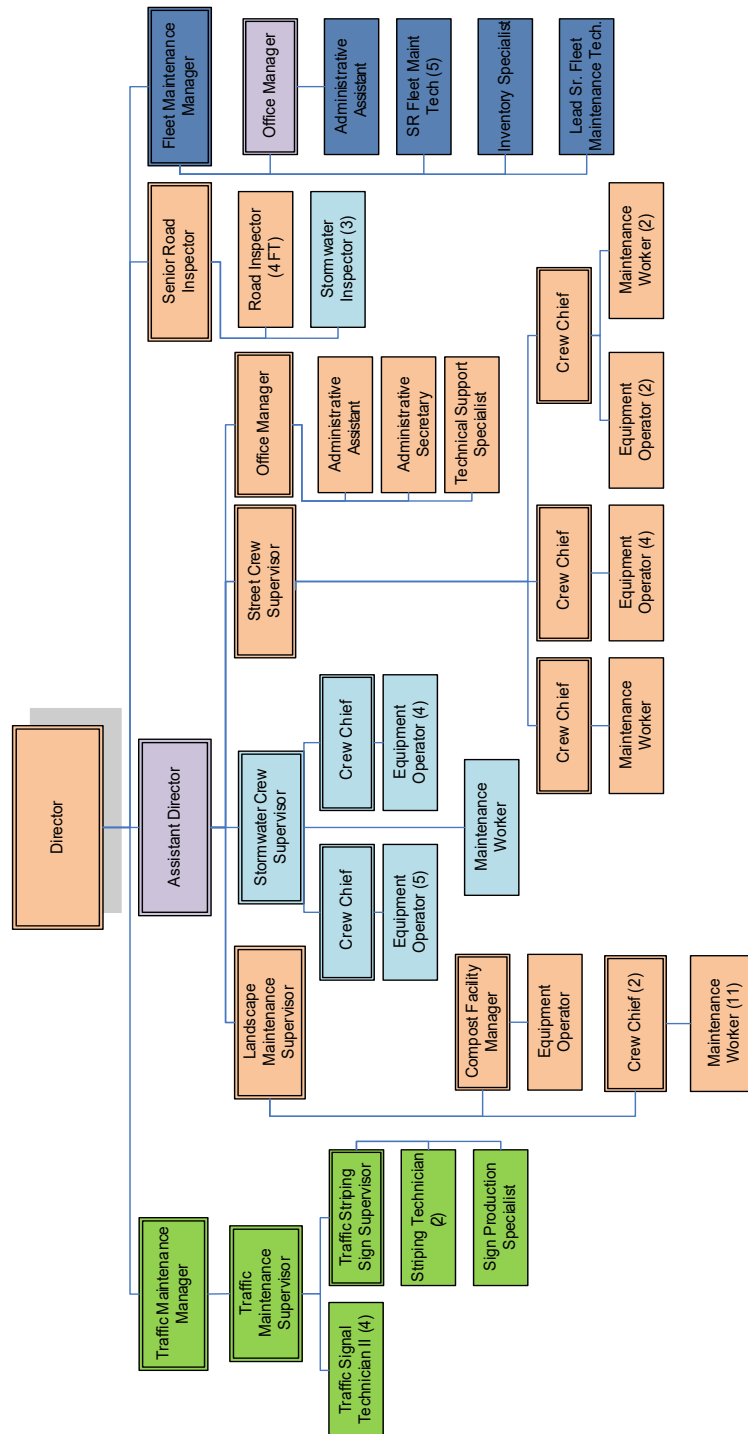


City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart

The organization chart below shows the entire Streets Department.



Peach: Streets - Maintenance Authorized and Budgeted Personnel in FY 2022

Purple: Positions Authorized, Unbudgeted and Requested for Restoration in FY 2022

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



City of Franklin, Tennessee

FY 2022 Operating Budget

Staffing by Position

- Requested restoration of unbudgeted position in FY 2022

Budgeted Positions	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Director of Street	Grade K	1	0	1	0	1	0	1	0	1	0
Assistant Director	Grade J	1	0	1	0	1	0	0	0	1	0
Senior Road Inspector	Grade G	1	0	1	0	1	0	1	0	1	0
Landscape Maint. Super.	Grade F	1	0	1	0	1	0	1	0	1	0
Road Inspector	Grade F	3	0	3	0	4	0	4	0	4	0
Office Manager	Grade F	1	0	1	0	1	0	1	0	1	0
Street Crew Supervisor	Grade F	1	0	1	0	1	0	1	0	1	0
Compost Facility Manager	Grade E	1	0	1	0	1	0	1	0	1	0
Technical Support Specialist	Grade E	1	0	1	0	1	0	1	0	1	0
Crew Chief	Grade E	2	0	2	0	5	0	5	0	5	0
Infrared System Technician	Grade E	1	0	1	0	0	0	0	0	0	0
Landscape Maint. Crew Chief	Grade E	1	0	1	0	0	0	0	0	0	0
Administrative Assistant	Grade D	1	0	1	0	1	0	1	0	1	0
Equipment Operator	Grade D	7	0	7	0	7	0	7	0	7	0
Landscape Maint. Worker Sr.	Grade D	2	0	2	0	0	0	0	0	0	0
Administrative Secretary	Grade B	1	0	1	0	1	0	1	0	1	0
Maintenance Worker	Grade B	10	0	10	0	14	0	14	0	14	0
Crew Worker	Grade B	3	0	3	0	0	0	0	0	0	0
Sub-Total Budgeted Positions		39	0	39	0	40	0	39	0	40	0

Authorized, Unbudgeted Positions											
Assistant Director	Grade J	0	0	0	0	0	0	1	0	0	0
Sub-Total Unbudgeted Positions		0	0	0	0	0	0	1	0	0	0

Total Authorized Positions		39	0	39	0	40	0	40	0	40	0
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City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	1,780,667	1,883,925	1,857,095	1,858,448	1,851,993	(5,102)	-0.3%
Employee Benefits	824,741	908,264	925,890	895,579	958,195	32,305	3.5%
Total Personnel	2,605,408	2,792,189	2,782,985	2,754,027	2,810,188	27,203	1.0%
Operations							
Transportation Services	219	542	500	118	500	-	0.0%
Operating Services	2,311	1,882	5,100	2,270	5,140	40	0.8%
Notices, Subscriptions, etc.	3,122	13,863	4,940	2,585	4,425	(515)	-10.4%
Utilities	653,312	649,373	707,475	652,875	693,785	(13,690)	-1.9%
Contractual Services	12,149	10,410	7,900	10,012	23,650	15,750	199.4%
Repair & Maintenance Services	432,467	149,967	110,910	94,800	111,600	690	0.6%
Employee programs	12,269	8,361	17,645	8,945	16,200	(1,445)	-8.2%
Professional Development/Travel	6,524	7,708	10,850	500	8,150	(2,700)	-24.9%
Office Supplies	6,137	3,021	6,450	4,100	5,900	(550)	-8.5%
Operating Supplies	52,357	38,131	49,325	43,500	44,320	(5,005)	-10.1%
Fuel & Mileage	56,389	53,910	72,750	72,750	74,750	2,000	2.7%
Machinery & Equipment (<\$25,000)	54,673	47,255	82,500	72,700	92,720	10,220	12.4%
Repair & Maintenance Supplies	131,138	117,356	144,100	115,100	149,550	5,450	3.8%
Operational Units	-	226	-	-	-	-	0.0%
Property & Liability Costs	95,344	119,362	147,788	104,519	123,965	(23,823)	-16.1%
Rentals	2,066	2,027	6,070	-	6,330	260	4.3%
Permits	71	-	3,750	-	3,750	-	0.0%
Other Business Expenses	26	9	-	-	-	-	0.0%
Debt Service and Lease Payments	116,500	-	-	-	-	-	0.0%
Total Operations	1,637,074	1,223,403	1,378,053	1,184,774	1,364,735	(13,318)	-1.0%
Capital	209,451	603,671	137,000	-	-	(603,671)	-100.0%
Total Streets - Maintenance	4,451,933	4,619,263	4,298,038	3,938,801	4,174,923	(123,115)	-2.9%

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	Personnel									
I=	81110 REGULAR PAY	1,675,786	1,830,445	1,801,602	1,865,606	1,066,444	1,808,944	1,855,744	1,948,531	2,045,958
-	81120 OVERTIME PAY	84,211	60,000	75,064	60,000	28,560	49,504	61,200	64,260	67,473
	81150 TEMPORARY WORK BY NON-CITY EMPLOYEES	20,670		7,259						
	81199 VACANCY ADJUSTMENT		(64,066)		(68,511)			(64,951)	(68,199)	(71,609)
=	XWAGE TOTAL WAGES	1,780,667	1,826,379	1,883,925	1,857,095	1,095,004	1,858,448	1,851,993	1,944,592	2,041,822
=	81410 FICA (EMPLOYER'S SHARE)	127,779	140,029	135,690	140,471	80,013	142,171	146,646	153,978	161,677
-	81420 MEDICAL PREMIUMS - ACTIVE EEs/COBRA	475,217	494,109	486,688	525,835	203,348	483,348	508,655	559,521	615,473
	81422 NEAR-SITE CLINIC (URGENT TEAM)					7,758	16,368	16,500	16,500	16,500
-	81425 VISION PREMIUMS	3,109	2,449	3,135	2,600	1,242	2,957	3,035	3,339	3,672
=	81430 DENTAL INSURANCE PREMIUMS	32,886	41,107	34,401	34,299	8,577	20,432	21,099	22,155	23,264
	81431 FSA ADMINISTRATION					122	154	154	154	154
=	81433 GROUP INSURANCE PREMIUMS					7,189	12,473	12,714	13,350	14,017
=	81440 EE HEALTH INSURANCE CONTRIBUTIONS	(94,965)	(106,602)	(97,957)	(108,003)	(46,444)	(85,643)	(88,998)	(97,008)	(105,739)
	81441 CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	9,600		9,000	9,000		9,000	9,000	9,000	9,000
=	81443 EE DENTAL INSURANCE CONTRIBUTIONS					(5,922)	(10,990)	(11,707)	(12,292)	(12,907)
=	81444 EE VISION INSURANCE CONTRIBUTIONS					(307)	(569)	(572)	(601)	(631)
	81445 CONTRA-EMPLOYEE INS CONTRIBUTIONS			22,802						
I	81450 RETIREMENT CONTRIBUTIONS	220,820	254,245	233,473	245,984	131,173	262,347	264,558	291,014	320,115
	81455 DEFERRED COMP MATCH	23,394	23,531	2,349	3,478	2,014	3,516	3,511	3,862	4,248
	81456 TCRS CONTRIBUTIONS (CITY)			27,367	40,996	16,319	14,045	41,108	45,219	49,741
	81460 UNEMPLOYMENT CLAIMS	730	6,000	1,100	6,000	530	1,100	6,000	6,000	6,000
	81470 WORKERS COMPENSATION PREMIUMS	25,511	25,013	24,029	25,230	5,723	24,770	26,492	27,817	29,207
	81475 WORKERS COMPENSATION CLAIMS	660		26,187		(1,398)	100			
=	XBEN TOTAL BENEFITS	824,741	879,881	908,264	925,890	409,937	895,579	958,195	1,042,008	1,133,791
=	XPER TOTAL PERSONNEL	2,605,408	2,706,260	2,792,189	2,782,985	1,504,941	2,754,027	2,810,188	2,986,600	3,175,613
	Operations									
	82110 MAILING & OUTBOUND SHIPPING SERVICES	56	200	343	200		100	200	200	200
	82130 VEHICLE LICENSES & TITLES	163	350	199	300	18	18	300	300	300
=	XTRC TOTAL TRANSPORTATION CHARGES	219	550	542	500	18	118	500	500	500
I	82210 PRINTING & COPYING SERVICES, OUTSOURCED		350	190	350	470	470	350	350	350
	82240 TRANSCRIPTION FEES	63	250		250	139	200	250	250	250
I	82250 TESTING & PHYSICALS	2,251	2,400	1,692	2,400		100	2,400	2,400	2,400
	82299 OTHER OPERATING SERVICES	(3)	2,060		2,100		1,500	2,140	2,140	2,140
=	XOPSV TOTAL OPERATING SERVICES	2,311	5,060	1,882	5,100	609	2,270	5,140	5,140	5,140
	82310 LEGAL NOTICES		1,650	1,204	1,700	352	600	1,700	1,700	1,700
	82330 CITIZENS ACADEMIES			44						
I	82350 DUES FOR MEMBERSHIPS	1,326	1,250	1,212	2,000	839	1,500	1,500	1,510	1,520
	82355 PROFESSIONAL STANDARDS / ACCREDITATION	195	230		240		100	250	250	250
I	82360 PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)		1,000							
	82370 PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)	1,001	200	235	350		100	300	310	320
	82371 EMERGENCY RELIEF			11,105		185	185			
	82372 UNITED WAY CAMPAIGN	600	650	63	650		100	675	700	700

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
82390	PUBLICATIONS, NON-TRAINING		130							
= XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	3,122	5,110	13,863	4,940	1,376	2,585	4,425	4,470	4,490
82410	ELECTRIC SERVICE	601,132	650,000	595,470	650,000	93,670	600,000	635,000	640,000	645,000
+ 82420	WATER & SEWER SERVICE	5,416	13,000	7,517	6,000	1,809	4,500	7,000	7,100	7,200
1	Columbia Ave, Five points, 5th Ave, Street Scape Irrigation		3,500		3,000		2,000	3,000	3,000	3,000
2	Irrigation Carothers Parkway, from Hwy 96 - Coolsprings		3,500							
3	Streets Dept, Sateleite Facility, Irrigation on Square		3,500		3,000		2,000	3,000	3,000	3,000
4	Various	5,416		4,567						
5	Mack Hatcher Irrigation		2,500				500	1,000	1,100	1,200
6	Line Item 6									
7	Line Item 7			2,950		1,809				
*	Amount missing from detail									
82430	STORMWATER SERVICE	255	265	255	275	43	275	285	295	295
82435	SOLID WASTE SERVICE	32,769	34,000	35,943	35,000	11,374	35,000	36,000	37,000	37,000
82450	TELEPHONE SERVICE	1,690	1,500	1,656	1,600	419	1,500	1,700	1,800	1,800
82451	800 MHZ ACCESS LINE SERVICE	2,612	2,900	28	3,000		1,500	2,500	2,600	2,700
82455	CELLULAR TELEPHONE SERVICE	5,952	8,950	4,595	8,000	962	6,500	7,500	7,600	7,700
I 82470	INTERNET & RELATED SERVICES	3,486	1,500	3,909	3,600	407	3,600	3,800	4,000	4,200
= XUTIL	TOTAL UTILITIES	653,312	712,115	649,373	707,475	108,684	652,875	693,785	700,395	705,895
I 82510	COMPUTER SERVICES	310		817	3,100		3,100	3,200	3,300	3,400
82520	LEGAL SERVICES		750		800		800	850	900	900
82540	ENGINEERING SERVICES			7,480		3,912	3,912	2,000	2,100	2,200
I 82560	CONSULTANT SERVICES		1,220		1,500			15,000	15,000	15,000
I 82599	OTHER CONTRACTUAL SERVICES	11,839	3,570	2,113	2,500		2,200	2,600	2,700	2,700
= XCTS	TOTAL CONTRACTUAL SERVICES	12,149	5,540	10,410	7,900	3,912	10,012	23,650	24,000	24,200
82610	VEHICLE REPAIR & MAINTENANCE SERVICES	38,568	56,060	38,630	58,360	2,645	45,000	58,000	58,000	58,000
82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	38,038	43,000	44,742	44,500	6,491	45,000	45,000	45,000	45,000
82640	PAVING & REPAIR SERVICES	354,998	525		550		100	100	100	100
82641	TRAFFIC SIGNAL REPAIR & MAINTENANCE SERVICES			5,000						
82642	STREETLIGHT REPAIR & MAINTENANCE SERVICES			12,672						
+ 82652	LANDSCAPING SERVICES		1,000	48,923	1,000		100	1,000	1,000	1,000
1	Spencer Creek Wall			48,923						
2										
3										
4	Graffiti Removal		1,000		1,000		100	1,000	1,000	1,000
5	Various									
*	Amount missing from detail									
I 82653	IRRIGATION SERVICES		1,000		1,000		100	1,000	1,000	1,000
I 82655	TREE SERVICES		3,000		3,000		3,000	4,000	4,500	5,000
82660	BUILDING REPAIR & MAINTENANCE SERVICES	826	2,500		2,500		1,500	2,500	2,500	2,500
82699	OTHER REPAIR & MAINTENANCE SERVICES	37								
= XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	432,467	107,085	149,967	110,910	9,136	94,800	111,600	112,100	112,600
I 82750	EMPLOYEE RECOGNITION/RECEPTIONS	1,968	2,200	4,952	3,500	649	2,000	3,600	3,700	3,800
82760	SAFETY PROGRAMS		2,200		2,245		2,245	2,300	2,500	2,600
I+ 82780	TRAINING, OUTSIDE	5,806	4,400	3,409	9,400		3,700	7,800	7,800	7,800
1	Flagger Training		2,000		2,100		100	2,200	2,200	2,200
2	Hazardous Material Training		1,400		1,500		1,500	1,500	1,500	1,500
3	Administrative Staff Training (Skill Path)		1,000		2,100		100	2,100	2,100	2,100
I 4	Landscape Team Skill Path and Short Course	5,806		3,409	3,700		2,000	2,000	2,000	2,000

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	*	Amount missing from detail									
	82790	TRAINING, IN-HOUSE	4,495	1,850		2,500		1,000	2,500	2,500	2,500
=	XEPG	TOTAL EMPLOYEE PROGRAMS	12,269	10,650	8,361	17,645	649	8,945	16,200	16,500	16,700
+	82810	REGISTRATIONS	1,025	2,700	3,435	4,000		100	4,000	6,000	6,000
	1	S.W.A.N.A.		1,400						2,000	2,000
	2	World of Concrete			3,435				2,000		
	3	APC Conference				4,000				4,000	4,000
	4	A.P.W.A.	1,025	1,300				100	2,000		
	6	Career Developement									
	*	Amount missing from detail									
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	206	810	383	850		100	350	900	900
	1	S.W.A.N.A		410						500	500
	2	World of Concrete			292						
	3	APC Conference				350				400	400
	4	A.P.W.A.	206	400				100	350		
	5	Sister City Bad Soden			91	500					
	*	Amount missing from detail									
+	82830	AIR TRAVEL	2,080	500	660	2,000		100	1,000	3,200	3,200
	1	S.W.A.N.A.		1,000						1,500	1,500
	2	World of Concrete			660						
	3	APC Conference				1,500				1,700	1,700
	4	A.P.W.A.	2,080	1,000				100	1,000		
	5	City Sister Bad Soden				500					
	6	Adjustments from Workbooks		(1,500)							
	*	Amount missing from detail									
+	82840	LODGING	2,655	1,000	2,402	3,000		100	2,000	4,000	4,000
	1	S.W.A.N.A.		1,000						2,000	2,000
	2	World of Concrete			824						
	3	APC Conference				2,000				2,000	2,000
	4	A.P.W.A.	2,655	3,000				100	2,000		
	5	Sister City Bad Soden				1,000					
	6	Adjustments from Workbooks		(3,000)	1,578						
	*	Amount missing from detail									
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	537	800	828	1,000		100	800	1,000	1,000
	1	S.W.A.N.A.		500							
	2	World of Concrete			502						
	3	APC Conference				1,000				1,000	1,000
	4	A.P.W.A.		800				100	800		
	5	Career Developement	537								
	6	Adjustments from Workbooks		(500)	326						
	*	Amount missing from detail									
	82890	OTHER TRAVEL EXPENSES	21								
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	6,524	5,810	7,708	10,850		500	8,150	15,100	15,100
	83110	OFFICE SUPPLIES	1,466	1,600	1,533	2,000	180	1,500	1,600	1,700	1,800
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)				350		100	100	125	150
	83130	EMPLOYEE BENEVOLENCE ITEMS	650	500	155	500	104	500	500	500	500
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	4,021	3,500	1,333	3,600	119	2,000	3,700	3,800	3,850
=	XOFS	TOTAL OFFICE SUPPLIES	6,137	5,600	3,021	6,450	403	4,100	5,900	6,125	6,300
	83210	TRAINING SUPPLIES		350	365	350		100	350	350	350
	83250	SAFETY SUPPLIES	19,969	18,000	13,080	23,000	3,035	20,000	20,000	20,000	20,000

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	83260	UNIFORMS PURCHASED	19,307	20,175	17,654	20,575	4,644	18,000	18,500	19,000	19,500
	83265	UNIFORMS, SPECIALIZED	50								
I+	83270	CONSUMABLE TOOLS	907	2,950	2,867	2,000	235	2,000	2,000	2,000	2,000
	1	Mechanics Tools									
I	2	Hand tools		1,350		1,000		1,000	1,000	1,000	1,000
	3	Inspectors Tools	907	1,600	2,867	1,000	235	1,000	1,000	1,000	1,000
	*	Amount missing from detail									
	83299	OTHER OPERATING SUPPLIES	12,124	3,330	4,165	3,400	1,636	3,400	3,470	3,530	3,580
=	XOPS	TOTAL OPERATING SUPPLIES	52,357	44,805	38,131	49,325	9,550	43,500	44,320	44,880	45,430
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	56,389	69,750	53,910	72,750	6,995	72,750	74,750	76,000	76,000
=	XFUEL	TOTAL FUEL & MILEAGE	56,389	69,750	53,910	72,750	6,995	72,750	74,750	76,000	76,000
I	83510	FURNITURE, FIXTURES (<\$25,000)	449	3,020	4,510	3,500	350	1,000	3,120	2,500	2,500
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	46,338	43,500	27,998	57,700	10,300	50,500	67,700	50,050	50,050
	1	Downtown & Streetscape (Hillsboro Rd) Equipment		2,100		2,150		2,000	2,200	2,300	2,300
	10	Power Edger Landscape				7,000		7,000			
	11	R.O.W. Mowing Crews Small Equipment		2,100		2,000		2,000	2,000	2,000	2,000
I	12	Infrared Truck, Heater Elements, Regulators		5,200		5,300		2,500	5,400		
	13	Compost Facility Tools / Incidentals		1,000							
	14	Public Works Facility Fence		15,000							
	15	Storage Building									
	16	Copier									
	17	Various	46,338		10,944						
	18	Adjustments from Workbooks		(15,000)							
I	2	Computer Monitors				2,400					
	3	Rear Discharge Mower		13,600		13,850		12,000	14,000	14,250	14,250
	4	V box spreader (replacement)							19,000		
	5	Heavy Duty Trailer								11,000	11,000
I	6	Motorola XTS 1500 batteries		5,100		10,500		10,500	10,500	10,500	10,500
	7	Rear Tine Tiller									
	8	Mobile Radios Installed		4,400		4,500		4,500	4,600		
	9	Covered Storage Bins		10,000	17,054	10,000	10,300	10,000	10,000	10,000	10,000
	*	Amount missing from detail									
	83540	COMPUTER HARDWARE (<\$25,000)	7,812	17,700	14,747	20,000	7,386	20,000	20,500	21,000	21,500
	83550	COMPUTER SOFTWARE (<\$25,000)	74	1,250		1,300		1,200	1,400	1,410	1,420
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	54,673	65,470	47,255	82,500	18,036	72,700	92,720	74,960	75,470
	83610	VEHICLE PARTS & SUPPLIES	15	300	349						
	83620	EQUIPMENT PARTS & SUPPLIES	1,237	2,600	1,233	2,500	261	2,500	2,500	2,500	2,500
+	83640	PAVING & REPAIR SUPPLIES	41,496	78,000	43,274	80,000	5,552	58,500	87,500	76,350	76,950
I	1	Road Salt		46,000		47,000		47,000	57,000	45,000	45,000
	2	Asphalt for Pothole & Roadway Repair		22,500		23,000		5,000	23,000	23,500	24,000
	3	Various	41,496		32,112						
	4	Propane for infra-red truck		5,000		5,250		5,000	5,500	5,750	5,750
	5	Rejuvenator for asphalt infra-red		4,500		4,750		1,500	2,000	2,100	2,200
	6	Line Item 6			11,162		5,552				
	*	Amount missing from detail									
	83643	SIGN SUPPLIES			6,978						
I+	83647	SIDEWALK REPAIR SUPPLIES	12,732	10,000	9,134	18,000	2,835	18,000	18,000	18,500	19,000
	1	Various	12,732	26,000	4,363	18,000		18,000	18,000	18,500	19,000
	2	Adjustments from Workbooks		(16,000)	4,771		2,835				
	*	Amount missing from detail									

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
+ 83652	LANDSCAPING SUPPLIES	63,388	34,600	48,368	31,800	4,678	31,800	28,900	29,500	30,000
1	Mulch		18,700		12,000		12,000	12,000	12,500	13,000
2	New Sod		3,200							
3	Tree & Shrub Replacement		5,500		5,500		5,500	2,500	2,500	2,500
4	New Planting Installation, Includes Hanging basket plantings		3,200		3,300		3,300	3,400	3,500	3,500
5	Weed eater cord, Christmas Decorations, Baskets, Trash recepticles, etc.		11,000		11,000		11,000	11,000	11,000	11,000
6	Various	63,388		29,291						
7	Adjustments from Workbooks		(7,000)	19,077		4,678				
*	Amount missing from detail									
83653	IRRIGATION SUPPLIES	1,566	510	234	500		300	300	310	320
83654	GROUNDS MAINTENANCE SUPPLIES	238								
83660	BUILDING MAINTENANCE SUPPLIES	7,169	14,500	5,549	10,000	691	3,000	11,000	12,000	12,000
83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	3,297	1,250	2,237	1,300	82	1,000	1,350	1,400	1,400
= XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	131,138	141,760	117,356	144,100	14,099	115,100	149,550	140,560	142,170
84920	2ND AVE PARKING GARAGE OPERATIONS			226						
= XOPU	TOTAL OPERATIONAL UNITS			226						
85110	PROPERTY INSURANCE	2,195	2,305	2,763	2,901	2,451	2,451	2,574	2,702	2,837
85111	FRAUD INSURANCE	3,177	3,336	3,097		3,836	3,836	4,027	4,229	4,440
85112	INLAND MARINE INSURANCE	6,246	6,558	5,531	5,808	5,637	5,637	5,919	6,215	6,526
85113	AUTO PHYSICAL DAMAGE	2,237	2,349	2,135	2,242	1,870	1,870	1,964	2,062	2,165
85115	LIABILITY INSURANCE	30,394	31,914	63,364	69,784	64,898	64,898	68,143	71,550	75,128
85116	E&O LIABILITY INSURANCE	7,478	7,852	7,093	7,448	4,180	4,180	4,389	4,608	4,839
85117	VEHICLE LIABILITY INSURANCE	38,242	40,704	27,173	42,712	18,684	18,684	19,618	20,599	21,629
85119	UMBRELLA LIABILITY	2,937	3,084	2,983	3,132	2,963	2,963	3,111	3,267	3,430
85120	PROPERTY DAMAGE COSTS		9,050		9,250			9,500	9,501	9,501
85123	PHYSICAL DAMAGE CLAIMS/DEDUCTIBLES	(280)	3,150		3,308			3,473	3,647	3,829
85125	LIABILITY CLAIMS/DEDUCTIBLES	708	743	5,001	881			925	971	1,020
85127	VEHICLE LIABILITY CLAIMS/DEDUCTIBLES	1,960	14,000	222	222			222	222	222
85140	SURETY/NOTARY BONDS	50	100		100			100	100	100
= XPLC	TOTAL PROPERTY & LIABILITY COSTS	95,344	125,145	119,362	147,788	104,518	104,519	123,965	129,673	135,666
+ 85240	EQUIPMENT RENTAL & LEASES	2,066	5,815	2,027	6,070	490		6,330	841	841
1	Skid Steer Cold Planer	2,066								
2	Crack Fill Machine		5,000		5,250			5,500	1	1
3	Porta John compost facility		815	2,027	820	490		830	840	840
*	Amount missing from detail									
= XRENT	TOTAL RENTALS	2,066	5,815	2,027	6,070	490		6,330	841	841
85310	PERMITS		3,500		3,500			3,500	3,500	3,500
85320	STATE FEES		250		250			250	250	250
85340	RECORDING & FILING FEES	71								
= XPERM	TOTAL PERMITS	71	3,750		3,750			3,750	3,750	3,750
85530	E-COMMERCE FEES	26		9						
= XFLF	TOTAL FINANCIAL FEES	26		9						
+ 86600	LEASE/LOAN PRINCIPAL	115,731								
01	SunTrust - Compost Screener									
02	2014 - Salt Brine Mixer									
03	2014 - Streets Vehicle									

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
04	2015 - Rear Discharge Mowers (Mack Hatcher) (\$35,000)									
05	2015 - V Box Salt Spreader (Replacement) (\$16,000)									
06	2015 - ATV (\$18,000)									
07	2015 - 24' Box Trailers (Mack Hatcher & Streetscape) (\$15,600)									
08	2015 - Pick-up truck (\$34,000)									
09	2015 - 3/4 ton Pick-up Truck (Mack Hatcher & Streetscape) (\$30,000)									
10	2015 - 2 Ton w/dump (Mack Hatcher) (\$48,000)									
11	2015 - Pull Behind Leaf Vacuum (\$28,000)									
12	2016 - Single Axle Dump Truck									
13	2017 - Multi-Deck Unit									
14	2017 - Single Axle Dump Truck									
15	2017 - Pick-Up Truck									
16	2017 - Utility Truck									
17	Various	115,731								
*	Amount missing from detail									
+ 86700	LEASE/LOAN INTEREST	769								
01	SunTrust - Compost Screener									
02	2014 - Salt Brine Mixer									
03	2014 - Streets Vehicle									
04	2015 - Rear Discharge Mowers (Mack Hatcher) (\$35,000)									
05	2015 - V Box Salt Spreader (Replacement) (\$16,000)									
06	2015 - ATV (\$18,000)									
07	2015 - 24' Box Trailers (Mack Hatcher & Streetscape) (15,600)									
08	2015 - Pick-up truck (\$34,000)									
09	2015 - 3/4 ton Pick-up Truck (Mack Hatcher & Streetscape) (\$30,000)									
10	2015 - 2 Ton w/dump (Mack Hatcher) (\$48,000)									
11	2015 - Pull Behind Leaf Vacuum (\$28,000)									
12	2016 - Single Axle Dump Truck									
13	2017 - Multi-Deck Unit									
14	2017 - Single Axle Dump Truck									
15	2017 - Pick-up Truck									
16	2017 - Utility Truck									
17	Various	769								
*	Amount missing from detail									
= XDSV	TOTAL DEBT SERVICE	116,500								
= XOP	TOTAL OPERATIONS	1,637,074	1,314,015	1,223,403	1,378,053	278,475	1,184,774	1,364,735	1,354,994	1,370,252
	Capital									
+ 89220	BUILDING DESIGN & CONSTRUCTION	4,035								
1	Public Works Facility Site Design & Grading	4,035								
2	FY 2020 PER - Site Development - Design - 124 Lumber Drive		50,000							
3	Adjustments from Workbooks		(50,000)							
*	Amount missing from detail									
= XBLDG	TOTAL BUILDINGS	4,035								
89410	DRAINAGE			348,525		81,899				
89460	SIDEWALKS			73,656		55,455				

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
XINFR	TOTAL INFRASTRUCTURE			422,181		137,354				
89520	VEHICLES (>\$25,000)	176,139	172,000	148,779						
01	Various	176,139								
02	Replacement Single Axle Dump									
03	2015 - Pick-up truck (move to lease)									
04	2015 3/4 ton Pick-up Trucks (Mack Hatcher & Streetscape) (move to lease)									
05	2015 2 Ton w/dump (Mack Hatcher) (move to lease)									
06	SUV Director									
07	Utility Truck Concrete									
08	Multi Deck Mower									
09	FY 2019 PER - One-Ton Pickup Truck									
10	FY 2019 PER - Single Axle Pickup Truck									
11	FY 2019 PER - Pick-Up Truck (for Street Inspector)									
12	FY 2020 PER - Landscape Unit		49,000							
13	FY 2020 PER - Single Axle Dump Truck		123,000	148,779						
*	Amount missing from detail									
89530	MACHINERY & EQUIPMENT (>\$25,000)	29,277	72,000	32,711	137,000					
1	Various	29,277		32,711						
2	FY 2019 PER - Vibratory Roller									
3	FY 2020 PER - Asphalt Hot-Box		32,000							
4	FY 2020 PER - Windrow Turner		40,000		137,000					
*	Amount missing from detail									
XMEO	TOTAL MACHINERY & EQUIPMENT (>\$25,000)	205,416	244,000	181,490	137,000					
XCAP	TOTAL CAPITAL	209,451	244,000	603,671	137,000	137,354				
XTOT	TOTAL EXPENDITURES	4,451,933	4,264,275	4,619,263	4,298,038	1,920,771	3,938,801	4,174,923	4,341,594	4,545,865



City of Franklin, Tennessee

FY 2022 Operating Budget

Streets - Traffic Division

Steve Grubb, Director

Budget Summary

	2019	2020	2021		2022	2021 v. 2022	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	893,335	923,716	941,855	941,759	951,933	10,078	1.1%
Operations	559,096	507,818	652,384	632,386	637,933	-14,451	-2.2%
Capital	110,000	141,386	0	0	0	0	100.0%
Total	1,562,431	1,572,920	1,594,239	1,574,145	1,589,866	-4,373	-0.3%

Department Summary

The Street Department - Traffic Division currently maintains 123 signalized intersections within the City of Franklin, with additional electronic pedestrian crosswalks at the majority.

Traffic Division personnel are responsible for maintenance of all downtown decorative street lights, school flashers within the City limits, high mast interstate lighting located within the City limits along I-65 from Goose Creek to Moore's Lane, McEwen interchange, McEwen Drive from Carothers to Cool springs Blvd., Carothers Parkway walking trail, Boyd Mill Ave., Liberty Park, Carothers Parkway to Long Lane and parking garages on 2nd and 4th ave.

The Traffic Division sign shop manufactures and installs a variety of signs in compliance with M.U.T.C.D. guidelines. The variety of signs produced include: street name signs, directional signs, regulatory signs, informational signs, speed limit and parking signs, etc. In-house sign manufacturing is a cost savings, as well as a time saver. Sign production is performed on an as needed basis, with no delivery time as a factor. No freight or shipping charges are incurred, as compared to purchase from an outside vendor.

With commercial grade printing capabilities, the sign design and production system has been utilized for the production of signs for the Parks, Solid Waste, Fire, Planning and Police Department. Seasonal downtown decorative banners are produced bi-annually.



COVID-19 Response & Impact

The Traffic Division responded with a high level of success. Abbreviated schedules were necessary as safety is first priority. PPE is readily available and being used successfully.

The Traffic Division was rarely negatively impacted by the safety provisions taken. The impact it had was constructive and beneficial. We saw and made changes to our schedules and lifestyles all while keeping the efficiency and effectiveness desired by the City of Franklin and it's citizens.



City of Franklin, Tennessee

FY 2022 Operating Budget

Streets - Traffic Division

Steve Grubb, Director

FY 2022 Outlook

We are replacing lighting, in areas of city maintenance, previously using HPS or Metal Halide incandescent lighting to Light Emitting Diode. Currently, the Traffic Division has converted 100% of Downtown, Carothers, and Liberty Park street lights to LED lighting. Since the High Mast Interstate lighting swap to LED was such a success we converted the remaining 161 Interstate lights along the median wall and road edges from 96 East to Cool Springs Blvd. to LED.

Reflectivity activities continue to be performed on City wide signage, including street names, advanced warning, directional, stop, yield etc. For asset management purposes, all signal data is gathered and entered into the Hansen data base system. As a major resurfacing project takes place, the Traffic division will be upgrading all signage along the course as well as vehicle detection. The upgrade to Wavetronix vehicle detection will be a key process to a relief in maintenance cost and traffic flow interruptions.



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

Related Theme:

All themes applicable; none specified.

Workload (Output) Measures

	2018	2019	2020	2021*	2022*
Street Signs Created	1,467	1,400	1,400	1,400	1,500
Street Signs Replaced	1,467	1,400	1,400	1,400	1,250
Type of Sign Created					
Stop Signs	93	81	95	95	150
Speed Limit Signs	80	58	80	80	100
Street Name Signs	83	54	83	83	100
Parking Signs	112	145	100	100	125
Yield Signs	14	22	15	15	25
Warning Signs	119	112	125	125	250
Road Construction	36	14	40	40	100
All Way Stop Placards	26	25	25	25	40
Signs for Other Depts	616	784	600	600	900
Downtown Banners	139	139	150	150	75

Efficiency Measures

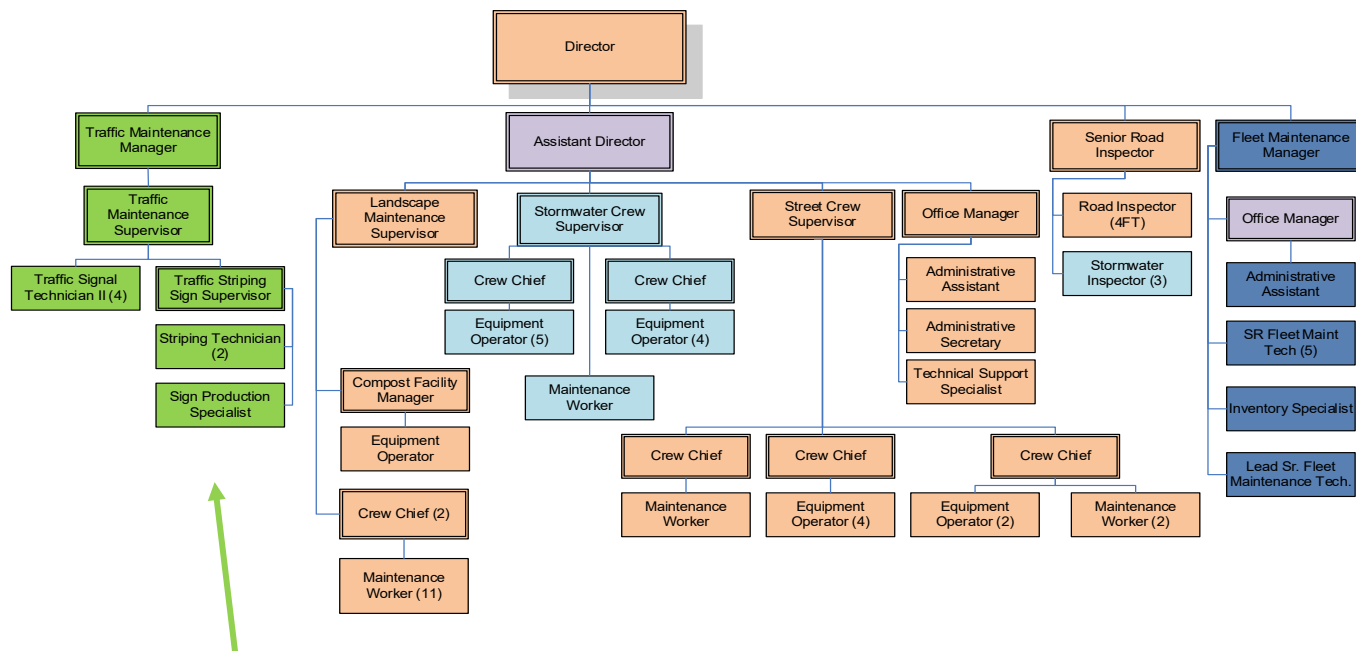
Cost/Sign Created					
Stop Signs	\$ 43	\$ 43	\$ 43	\$ 43	\$ 35
Speed Limit Signs	\$ 27	\$ 27	\$ 27	\$ 27	\$ 30
Street Name Signs	\$ 22	\$ 22	\$ 22	\$ 22	\$ 14
Parking Signs	\$ 10	\$ 10	\$ 10	\$ 10	\$ 12
Yield Signs	\$ 41	\$ 41	\$ 41	\$ 41	\$ 35
Warning Signs	\$ 29	\$ 29	\$ 29	\$ 29	\$ 40
Road Construction	\$ 35	\$ 35	\$ 35	\$ 35	\$ 38
Signs for Other Depts	\$ 23	\$ 23	\$ 23	\$ 23	\$ 25
Downtown Banners	\$ 18	\$ 18	\$ 18	\$ 18	\$ 25



City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart



Green: Streets - Traffic Personnel Budgeted in FY 2022.

Purple: Positions Authorized, Unbudgeted and Requested for Restoration in FY 2022

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

Staffing by Position

Position	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Traffic Maint. Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Traffic Maint. Supervisor	Grade H	1	0	1	0	1	0	1	0	1	0
Traffic Sign/Maint. Electrician	Grade F	1	0	1	0	0	0	0	0	0	0
Traffic Strip./Sign. Prod. Super.	Grade F	1	0	1	0	1	0	1	0	1	0
Traffic Signal Technician II	Grade F	2	0	2	0	4	0	4	0	4	0
Traffic Signal Technician I	Grade E	1	0	1	0	0	0	0	0	0	0
Sign Production Specialist	Grade E	1	0	1	0	1	0	1	0	1	0
Striping Technician	Grade D	2	0	2	0	2	0	2	0	2	0
Asst. Striping Technician	---	0	0	0	0	0	0	0	0	0	0
Totals		10	0	10	0	10	0	10	0	10	0



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	590,592	616,713	612,217	607,277	613,472	1,255	0.2%
Employee Benefits	302,743	307,003	329,638	334,482	338,461	8,823	2.7%
Total Personnel	893,335	923,716	941,855	941,759	951,933	10,078	1.1%
Operations							
Transportation Services	72	718	1,575	1,575	1,585	10	0.6%
Operating Services	578	819	475	475	500	25	5.3%
Notices, Subscriptions, etc.	1,070	1,285	1,650	1,150	1,250	(400)	-24.2%
Utilities	75,486	83,149	100,950	100,950	102,000	1,050	1.0%
Contractual Services	2,089	4,350	-	-	-	-	0.0%
Repair & Maintenance Services	46,024	38,330	60,150	57,150	60,950	800	1.3%
Employee programs	372	57	5,200	5,200	5,200	-	0.0%
Professional Development/Travel	1,160	138	18,200	-	19,250	1,050	5.8%
Office Supplies	2,071	2,520	3,000	3,000	3,200	200	6.7%
Operating Supplies	11,637	8,263	14,950	14,300	15,650	700	4.7%
Fuel & Mileage	13,828	10,958	16,700	16,700	16,700	-	0.0%
Machinery & Equipment (<\$25,000)	82,789	56,812	82,998	82,998	84,498	1,500	1.8%
Repair & Maintenance Supplies	251,261	247,135	285,549	285,549	260,599	(24,950)	-8.7%
Property & Liability Costs	57,233	52,621	60,237	62,739	65,801	5,564	9.2%
Rentals	-	663	600	600	600	-	0.0%
Permits	-	-	150	-	150	-	0.0%
Debt Service and Lease Payments	13,426	-	-	-	-	-	0.0%
Total Operations	559,096	507,818	652,384	632,386	637,933	(14,451)	-2.2%
Capital	110,000	141,386	-	-	-	-	0.0%
Total Streets - Traffic	1,562,431	1,572,920	1,594,239	1,574,145	1,589,866	(4,373)	-0.3%

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Personnel									
I=	81110	REGULAR PAY	555,072	579,638	589,144	602,983	351,007	577,277	604,012	634,213	665,923
I=	81120	OVERTIME PAY	35,520	30,000	27,569	30,000	9,987	30,000	30,600	32,130	33,737
	81199	VACANCY ADJUSTMENT		(19,420)		(20,766)			(21,140)	(22,197)	(23,307)
=	XWAGE	TOTAL WAGES	590,592	590,218	616,713	612,217	360,994	607,277	613,472	644,146	676,353
=	81410	FICA (EMPLOYER'S SHARE)	42,095	42,446	44,014	48,423	26,023	46,457	48,548	50,975	53,524
I=	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	207,955	213,922	209,567	212,471	84,747	199,032	214,605	236,066	259,672
	81422	NEAR-SITE CLINIC (URGENT TEAM)					2,410	2,914	2,914	2,914	2,914
I=	81425	VISION PREMIUMS	1,390	1,082	1,333	1,295	514	1,211	1,294	1,423	1,566
=	81430	DENTAL INSURANCE PREMIUMS	12,322	12,388	11,675	11,614	2,876	6,603	7,315	7,681	8,065
	81431	FSA ADMINISTRATION					67	115	115	115	115
=	81433	GROUP INSURANCE PREMIUMS					2,079	3,557	3,864	4,057	4,260
I=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(43,159)	(46,928)	(43,726)	(44,162)	(19,433)	(26,852)	(39,083)	(42,600)	(46,435)
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS					(2,141)	(3,930)	(4,553)	(4,781)	(5,020)
I=	81444	EE VISION INSURANCE CONTRIBUTIONS					(127)	(235)	(254)	(267)	(280)
I	81450	RETIREMENT CONTRIBUTIONS	73,607	80,968	75,314	88,597	49,190	98,380	92,020	101,222	111,344
	81455	DEFERRED COMP MATCH	3,023	3,162							
	81456	TCRS CONTRIBUTIONS (CITY)			3,188	7,244	1,868	3,232	7,312	8,043	8,848
	81460	UNEMPLOYMENT CLAIMS	146		1,650						
	81470	WORKERS COMPENSATION PREMIUMS	4,008	3,960	3,988	4,156	2,179	3,998	4,364	4,582	4,811
	81475	WORKERS COMPENSATION CLAIMS	1,356								
=	XBEN	TOTAL BENEFITS	302,743	311,000	307,003	329,638	150,252	334,482	338,461	369,430	403,384
=	XPER	TOTAL PERSONNEL	893,335	901,218	923,716	941,855	511,246	941,759	951,933	1,013,576	1,079,737
		Operations									
	82110	MAILING & OUTBOUND SHIPPING SERVICES		500	637	800	11	800	800	800	800
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS		500		525		525	525	525	525
	82130	VEHICLE LICENSES & TITLES	72	255	81	250	18	250	260	270	280
=	XTRC	TOTAL TRANSPORTATION CHARGES	72	1,255	718	1,575	30	1,575	1,585	1,595	1,605
	82250	TESTING & PHYSICALS	530	450	779	475		475	500	525	550
+	82260	UNIFORM RENTAL & SERVICES	48		40						
	1		48		40						
	*	Amount missing from detail									
=	XOPSV	TOTAL OPERATING SERVICES	578	450	819	475		475	500	525	550
	82310	LEGAL NOTICES		150	325	150		150	150	150	150
	82350	DUES FOR MEMBERSHIPS	1,070	1,500	960	1,500		1,000	1,100	1,200	1,300
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	1,070	1,650	1,285	1,650		1,150	1,250	1,350	1,450
+	82410	ELECTRIC SERVICE	70,563	91,866	76,981	94,200	11,923	94,200	94,500	95,000	96,000
	1	Electric Service for Traffic Signals		82,866		85,200		85,200	85,500	86,000	87,000
	2	Pole Rental through MTEMC		9,000		9,000		9,000	9,000	9,000	9,000

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	3	Various	70,563		76,981		11,923				
	*	Amount missing from detail									
	82435	SOLID WASTE SERVICE	1,140	1,300	2,090	1,400	380	1,400	1,500	1,600	1,700
	82455	CELLULAR TELEPHONE SERVICE	3,783	5,200	4,078	5,350	791	5,350	6,000	6,000	6,000
=	XUTIL	TOTAL UTILITIES	75,486	98,366	83,149	100,950	13,094	100,950	102,000	102,600	103,700
	82520	LEGAL SERVICES			1,380						
	82599	OTHER CONTRACTUAL SERVICES	2,089		2,970						
=	XCTS	TOTAL CONTRACTUAL SERVICES	2,089		4,350						
I	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	9,511	7,510	2,353	8,000	584	5,000	8,150	8,300	8,500
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	7,890	18,100	22,056	25,650	86	25,650	25,800	25,950	26,000
	1	Various	7,890	3,600	3,788	3,650		3,650	3,800	3,950	4,000
	2	Roadway Striping Throughout		24,500		22,000		22,000	22,000	22,000	22,000
	3	Adjustments from Workbooks		(10,000)	18,268		86				
	*	Amount missing from detail									
I	82641	TRAFFIC SIGNAL REPAIR & MAINTENANCE SERVICES	26,846	16,480	8,825	17,000		17,000	17,500	18,000	19,000
	82642	STREETLIGHT REPAIR & MAINTENANCE SERVICES	1,777	7,000	5,096	7,500		7,500	7,500	7,500	7,500
	82660	BUILDING REPAIR & MAINTENANCE SERVICES		2,000		2,000		2,000	2,000	2,000	2,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	46,024	51,090	38,330	60,150	670	57,150	60,950	61,750	63,000
I+	82780	TRAINING, OUTSIDE		1,000	57	2,500		2,500	2,500	2,500	2,500
	1	Various		2,500		2,500		2,500	2,500	2,500	2,500
	2	Adjustments from Workbooks		(1,500)	57						
	*	Amount missing from detail									
I+	82790	TRAINING, IN-HOUSE	372			2,700		2,700	2,700	2,700	2,700
	1	Training on signal controls in cabinets		1,200		1,250		1,250	1,250	1,250	1,250
	2	Flagger/ Work Zone training		1,450		1,450		1,450	1,450	1,450	1,450
	3	Line Item 3	372								
	4	Adjustments from Workbooks		(2,650)							
	*	Amount missing from detail									
=	XEPG	TOTAL EMPLOYEE PROGRAMS	372	1,000	57	5,200		5,200	5,200	5,200	5,200
I+	82810	REGISTRATIONS	1,160	2,100		10,000			10,800	11,100	11,400
	1	Striping Technicians IMSA Traffic / Striping certification		2,000		3,500			3,600	3,700	3,800
	2	Signal Technicians IMSA Signal Certifications		3,000		3,500			3,600	3,700	3,800
	3	Line Item 3	1,160	2,000		3,000			3,600	3,700	3,800
	4	Adjustments from Workbooks		(4,900)							
	*	Amount missing from detail									
I+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)				1,100			1,100	1,100	1,100
	1	Striping IMSA		550		550			550	550	550
	2	Signal IMSA		550		550			550	550	550
	3	Adjustments from Workbooks		(1,100)							
	*	Amount missing from detail									
I+	82830	AIR TRAVEL				2,600			2,600	2,600	2,600
	1	Various		2,500		2,600			2,600	2,600	2,600
	2	Adjustments from Workbooks		(2,500)							
	*	Amount missing from detail									
I+	82840	LODGING				3,100			3,250	3,300	3,400
	1	Various		3,000		3,100			3,250	3,300	3,400

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	2	Adjustments from Workbooks		(3,000)							
	*	Amount missing from detail									
I+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)		150	138	1,400			1,500	1,600	1,700
	1	Various		1,400		1,400			1,500	1,600	1,700
	2	Adjustments to Workbook		(1,250)	138						
	*	Amount missing from detail									
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	1,160	2,250	138	18,200			19,250	19,700	20,200
I	83110	OFFICE SUPPLIES	1,636	1,500	2,039	2,500	260	2,500	2,600	2,750	2,900
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	435	500	481	500	110	500	600	650	700
=	XOFS	TOTAL OFFICE SUPPLIES	2,071	2,000	2,520	3,000	370	3,000	3,200	3,400	3,600
I	83250	SAFETY SUPPLIES	5,212	4,100	1,919	4,200	216	4,200	4,500	4,700	4,900
+	83260	UNIFORMS PURCHASED	1,510	5,300	2,914	5,300	1,497	5,300	5,500	5,700	5,900
	1	Shirts, pants,sweatshirts,jacket, etc.		5,300		5,300		5,300	5,500	5,700	5,900
	2		1,510		2,914		1,497				
	*	Amount missing from detail									
	83270	CONSUMABLE TOOLS	4,610	4,650	3,347	4,800	219	4,800	5,000	5,200	5,500
	83299	OTHER OPERATING SUPPLIES	305	650	83	650			650	650	650
=	XOPS	TOTAL OPERATING SUPPLIES	11,637	14,700	8,263	14,950	1,933	14,300	15,650	16,250	16,950
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	13,828	16,750	10,958	16,700	1,406	16,700	16,700	16,700	16,700
=	XFUEL	TOTAL FUEL & MILEAGE	13,828	16,750	10,958	16,700	1,406	16,700	16,700	16,700	16,700
+	83510	FURNITURE, FIXTURES (<\$25,000)				3,000		3,000	3,000	3,000	3,000
	1	Various		3,000		3,000		3,000	3,000	3,000	3,000
	2	Adjustments from Workbooks		(3,000)							
	*	Amount missing from detail									
I+	83530	MACHINERY & EQUIPMENT (<\$25,000)	80,341	46,998	56,092	76,998	2,950	76,998	76,998	76,998	56,998
	1	A1-500-070 School Beacon									
	10	LED replacement for Downtown				5,000		5,000	5,000	5,000	5,000
	11	Various	80,341		11,169						
	12	Push Paint Machine									
	13	Adjustments from Workbooks		(25,000)							
	2	Pole Trailer / 16' Trailer									
	3	Chainsaw, Weedeater, Blower, Pole Saw		2,000		2,000		2,000	2,000	2,000	2,000
	4	Banner Printing Machine									
	5	Topper									
	6	Variable Message Board				20,000		20,000	20,000		
I	7	Sign/Banner Printer		20,000						20,000	
	8	2011-Signal Cabinets		24,999		24,999		24,999	24,999	24,999	24,999
	9	2011-EDI Monitors & Controllers		24,999	44,923	24,999	2,950	24,999	24,999	24,999	24,999
	*	Amount missing from detail									
+	83540	COMPUTER HARDWARE (<\$25,000)	2,305	3,000	720	3,000	2,346	3,000	4,500	3,000	3,000
I	1	Laptops		3,000	720	3,000		3,000	4,500	3,000	3,000
	2	PC Hard Drive									
I	3	Various	2,305				2,346				
	*	Amount missing from detail									
	83550	COMPUTER SOFTWARE (<\$25,000)	143								
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	82,789	49,998	56,812	82,998	5,296	82,998	84,498	82,998	62,998

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	83610	VEHICLE PARTS & SUPPLIES	288	250	640	250		250	250	250	250
I	83620	EQUIPMENT PARTS & SUPPLIES	1,451	6,800	4,489	6,800	497	6,800	6,800	6,800	6,800
I+	83640	PAVING & REPAIR SUPPLIES	23,870	34,950	7,223	45,499	266	45,499	46,099	46,699	47,799
	1	Termoplastic Material & Glass Beads		24,500		24,999		24,999	24,999	24,999	24,999
	10	Line Item 10	23,870		203						
	11	Long Line Striping in Cool Springs Area									
	12	Adjustments from Workbooks		(10,000)							
	2	Propane		2,450		2,500		2,500	2,600	2,700	2,800
	3	Masking Tape, Paint, Paper, Scraper Etc.		18,000		18,000		18,000	18,500	19,000	20,000
	4	Lynnwood Way									
	5	Carothers Parkway Thermoplastic									
	6	Galleria Blvd Thermoplastic									
	7	Fieldstone Parkway Thermoplastic									
	8	Forrest Crossing Blvd. Thermoplastic									
	9	Natchez Street Thermoplastic			7,020		266				
	*	Amount missing from detail									
+	83641	TRAFFIC SIGNAL PARTS & SUPPLIES	144,616	110,000	99,349	118,850	5,383	118,850	119,450	121,200	123,500
	1	Signal Heads		18,750		19,000		19,000	19,000	19,500	20,000
	2	Signal Wire		5,750		5,850		5,850	5,850	6,000	6,200
	3	Electrical Components inside Signal Cabinet		31,000		31,500		31,500	31,500	32,000	33,000
I	4	Loop Detection		15,000		7,500		7,500	7,600	7,700	7,800
	5	Miscellaneous Supplies Bolts, Wires, Conduit, Pull Boxes Etc.		9,500		10,000		10,000	10,500	11,000	11,500
	6	Various	144,616		67,075						
I	7	Click 656 Wavetronix controller		22,500		22,500		22,500	22,500	22,500	22,500
	8	Smart Sensor		22,500		22,500		22,500	22,500	22,500	22,500
	9	Adjustments from Workbooks		(15,000)	32,274		5,383				
	*	Amount missing from detail									
	83642	STREETLIGHT PARTS & SUPPLIES	34,383	33,000	101,416	33,000	484	33,000	35,000	36,000	37,000
I+	83643	SIGN SUPPLIES	33,189	46,200	41,318	49,200	2,309	49,200	51,000	53,250	54,500
	1	Way - Finding Signs									
	2	Banner & Covering Material		15,000		15,500		15,500	16,000	16,750	16,800
I	3	Sign Posts		13,200		14,200		14,200	14,500	15,000	15,500
I	4	Sign Blanks		12,000		13,000		13,000	13,500	14,000	14,500
	5	Sign Brackets & Bolts		6,000		6,500		6,500	7,000	7,500	7,700
	6	Various	33,189		41,318		2,309				
	*	Amount missing from detail									
	83644	TRAFFIC CALMING SUPPLIES	12,000	30,000	(8,700)	30,000	5,840	30,000			
	83660	BUILDING MAINTENANCE SUPPLIES			938						
	83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	1,464	1,900	462	1,950		1,950	2,000	2,100	2,200
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	251,261	263,100	247,135	285,549	14,779	285,549	260,599	266,299	272,049
	85110	PROPERTY INSURANCE	1,660	1,743	1,802	1,830	1,902	1,902	1,922	2,018	2,119
	85111	FRAUD INSURANCE	1,033	1,085	1,233		1,460	1,460	1,533	1,610	1,691
	85112	INLAND MARINE INSURANCE	37,781	39,670	37,676	39,560	37,588	37,588	39,467	41,441	43,513
	85113	AUTO PHYSICAL DAMAGE	392	412	366	384	452	452	475	498	523
	85115	LIABILITY INSURANCE	3,449	3,621	2,126	3,527	2,159	2,159	2,267	2,380	2,499
	85116	E&O LIABILITY INSURANCE	2,432	2,554	2,825	2,966	1,591	1,591	1,671	1,754	1,842
	85117	VEHICLE LIABILITY INSURANCE	3,263	3,700	10,033	10,535	10,090	10,090	10,595	11,124	11,680

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
85119	UMBRELLA LIABILITY	955	1,003	1,188	1,247	1,128	1,128	1,184	1,244	1,306
85120	PROPERTY DAMAGE COSTS	3,150	10,000	(14,628)	188	6,369	6,369	6,687	7,022	7,373
85127	VEHICLE LIABILITY CLAIMS/DEDUCTIBLES	3,118		10,000						
=	XPLC TOTAL PROPERTY & LIABILITY COSTS	57,233	63,788	52,621	60,237	62,740	62,739	65,801	69,091	72,546
85240	EQUIPMENT RENTAL & LEASES		600	663	600		600	600	600	600
=	XRENT TOTAL RENTALS		600	663	600		600	600	600	600
85320	STATE FEES		150		150			150	150	150
=	XPERM TOTAL PERMITS		150		150			150	150	150
+	86600 LEASE/LOAN PRINCIPAL	13,337								
1	2014 - Wave Tronics vehicle detection(\$40,000)									
2	2014 - Traffic Vehicle (\$25,000)									
3	2014 - Portable Message Boards (2) (\$38,000)									
4	2015 - 3/4 ton pick-up (\$30,000)									
5	2016 - Banner Production Machine									
6	2017 - Pick-Up Truck	13,337								
*	Amount missing from detail									
+	86700 LEASE/LOAN INTEREST	89								
1	2014 - Wave Tronics vehicle detection(\$40,000)									
2	2014 - Traffic Vehicle(\$25,000)									
3	2014 - Portable Message Boards (2) (\$38,000)									
4	2015 - 3/4 ton pick-up (\$30,000)									
5	2016 - Banner Production Machine									
6	2017 - Pick-Up Truck	89								
*	Amount missing from detail									
=	XDSV TOTAL DEBT SERVICE	13,426								
=	XOP TOTAL OPERATIONS	559,096	567,147	507,818	652,384	100,317	632,386	637,933	648,208	641,298
	Capital									
+	89480 STREETLIGHTS		72,000							
1	FY 2020 - Interstate Lighting		72,000							
2	LED replacement for Downtown Street Lighting									
*	Amount missing from detail									
=	XINFR TOTAL INFRASTRUCTURE		72,000							
+	89520 VEHICLES (>\$25,000)	110,000	140,000	141,386						
1	Bucket Truck (Small)									
2	1/2 ton pick-up									

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	3	3/4 ton pick-up (move to lease)									
	4	Replacement Elevated Sign Truck	110,000								
	5	FY 2020 PER - Elevated Platform Truck		140,000	141,386						
	7	Line Item 7									
	*	Amount missing from detail									
=	XMEO	TOTAL MACHINERY & EQUIPMENT (>\$25,000)	110,000	140,000	141,386						
=	XCAP	TOTAL CAPITAL	110,000	212,000	141,386						
=	XTOT	TOTAL EXPENDITURES	1,562,431	1,680,365	1,572,920	1,594,239	611,563	1,574,145	1,589,866	1,661,784	1,721,035



City of Franklin, Tennessee

FY 2022 Operating Budget

Streets - Fleet Maintenance

Steve Grubb, Director

Budget Summary

	2019 Actual	2020 Actual	2021		2022 Budget	2021 v. 2022	
			Budget	EOY		\$	%
Personnel	803,201	847,312	753,094	765,440	761,643	8,550	1.1%
Operations	4,971	95,025	80,562	30,886	74,747	-5,815	-7.2%
Capital	0	0	0	0	0	0	0.0%
Total	808,172	942,337	833,656	796,326	836,390	2,734	0.3%

Departmental Summary

The Fleet Maintenance Division consists of ten full-time employees. This division provides mechanical services, and road service calls for the COF entire fleet of vehicles and equipment. The large variety of vehicles and equipment in the COF fleet include: police cars, passenger vehicles, pickup trucks, dump trucks, heavy equipment, fire apparatus, small engines, mowers, etc. Due to EPA regulations, engines are more complex requiring additional service at PM's. The continual stop and go, and little to no interstate driving provides more needed shop time and service. City vehicles have more than the normal wear and tear placed on normal driven vehicles. Mechanical services provided include: a preventive maintenance program, tire changes, replacement of defective/failed parts, engine diagnostic, and other miscellaneous services. The purchase of 45 new PD cars in 2019 budget year dramatically reduced PD's maintenance expense in FY2020.



COVID-19 Response & Impact

The pandemic did not have a significant impact on the day to day operations of this Department. Employees were able to work inside their work stations without violating the social distance measures and guidelines set forth by the City of Franklin. They modified their schedules and completed assigned tasks with very little interruption to the service provided. Office Staff were able to work remotely as needed throughout the pandemic.



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

Related Theme: A Safe Clean and Livable City

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

Goal: To reduce the number of gallons of fossil fuel consumed by City vehicles by 10% by 2015.

Baseline: 5.60 gallons of fuel were consumed by City vehicles per Franklin residents (Based on fuel transactions at Tri-Star Energy/Pacific Pride locations. 370,236 gallons for 66,172 residents. Purchasing Department)

Key:	
Benchmarking Alliance of Tennessee	
Strategic Plan: FranklinForward	

Workload (Output) Measures

	2018	2019	2020	2021*	2022*
Percent Outsourced	13%	6%	7%	10%	TBD
Percent of Service Calls	9%	9%	9%	9%	TBD
Total Number of Repairs	2,710	3,196	1,490	1,490	1,490
Fleet Size					
Cars/Passenger Vehicles/SUV's	198	216	220	220	220
Light Trucks	162	147	151	151	151
Heavy Trucks	104	98	107	107	107
Cost of Repairs Performed by Fleet Maintenance					
Administration	\$ 600	\$ 374	\$ 2,114	\$ 2,114	TBD
City Hall Maintenance	\$ 600	\$ 653	\$ 301	\$ 301	TBD
Building & Neighborhood Services	\$ 6,500	\$ 10,175	\$ 3,039	\$ 3,039	TBD
Engineering	\$ 800	\$ 7,181	\$ 209	\$ 209	TBD
Fire	\$ 375,000	\$ 187,445	\$ 120,496	\$ 120,496	TBD
Human Resources	\$ 1,000	\$ 2,875	\$ 1,229	\$ 1,229	TBD
IT	\$ 9,000	\$ 1,510	\$ 184	\$ 184	TBD
Parks	\$ 25,000	\$ 16,877	\$ 11,677	\$ 11,677	TBD
Planning	\$ 870	\$ 197	\$ 55	\$ 55	TBD
Police	\$ 245,000	\$ 88,586	\$ 60,008	\$ 60,008	TBD
Sanitation & Environmental Services	\$ 355,000	\$ 348,225	\$ 204,862	\$ 204,862	TBD
Street Department	\$ 125,000	\$ 156,192	\$ 60,223	\$ 60,223	TBD
Water	\$ 71,500	\$ 91,587	\$ 92,513	\$ 92,513	TBD
Total	\$ 1,215,870	\$ 911,877	\$ 556,910	\$ 556,910	TBD
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

Efficiency Measures

	2018	2019	2020	2021*	2022*
Number of purchases through the piggyback bid system	TBD	TBD	TBD	TBD	TBD
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Number of purchases through cooperative purchasing arrangements	TBD	TBD	TBD	TBD	TBD
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD

Outcome (Effectiveness) Measures

	2018	2019	2020	2021*	2022*
Reduce the number of gallons of fossil fuel consumed by City vehicles by 10% by 2015. (Baseline: 5.60 gallons of fuel were consumed by city vehicles per Franklin residents (Based on fuel transactions at Tri-Star Energy/Pacific Pride locations. 385,589 gallons for 66,172 residents. Purchasing Department)) Target (in gallons per vehicle / total pop.) Meets Target?	TBD	TBD	TBD	TBD	TBD
	4.3092	4.0824	3.8783	3.6742	3.4905
	TBD	TBD	TBD	TBD	TBD

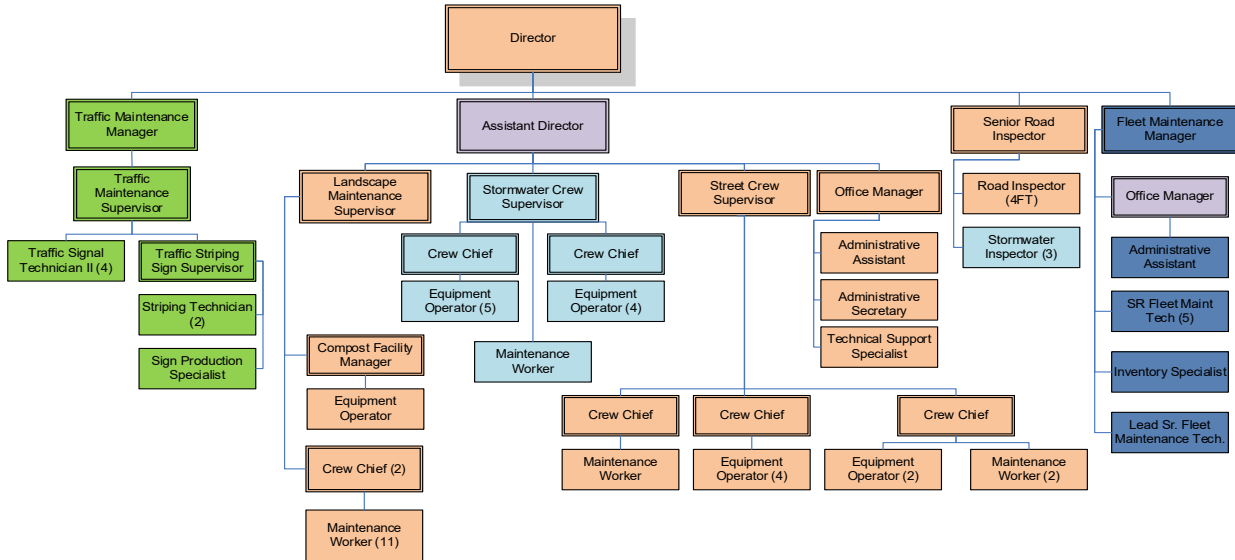


City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart

- Requested restoration of unbudgeted position in FY 2022



Fleet Personnel are shaded in dark

Purple: Positions Authorized, Unbudgeted and Requested for Restoration in FY 2022

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

Staffing by Position

Budgeted Positions	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Fleet Maintenance Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Lead Sr. Maintenance Tech	Grade G	1	0	1	0	1	0	1	0	1	0
Sr. Fleet Maint. Tech.	Grade F	5	0	5	0	5	0	5	0	5	0
Office Manager	Grade F	1	0	1	0	1	0	0	0	1	0
Mechanic	Grade E	0	0	0	0	0	0	0	0	0	0
Administrative Assistant	Grade D	0	1	1	0	1	0	1	0	1	0
Inventory Specialist	Grade D	1	0	1	0	1	0	1	0	1	0
Sub-Total Budgeted Positions		9	1	10	0	10	0	9	0	10	0

Authorized, Unbudgeted Positions											
Office Manager	Grade F	0	0	0	0	0	0	1	0	0	0
Sub-Total Unbudgeted Positions		0	0	0	0	0	0	1	0	0	0

Total Authorized Positions		9	1	10	0	10	0	10	0	10	0
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City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	EOY 2020	Budget 2021	EOY 2021	Budget 2022	Difference \$	%
Personnel							
Salaries & Wages	581,731	613,285	508,239	535,544	523,578	15,339	3.0%
Employee Benefits	221,470	234,027	244,855	229,896	238,066	(6,788)	-2.8%
Total Personnel	803,201	847,312	753,094	765,440	761,643	8,550	1.1%
Operations							
Transportation Services	7,108	9,621	8,025	7,600	7,750	(275)	-3.4%
Operating Services	6,348	6,558	6,700	6,250	6,750	50	0.7%
Notices, Subscriptions, etc.	853	716	1,500	1,000	1,200	(300)	-20.0%
Utilities	11,661	10,915	15,850	12,135	11,620	(4,230)	-26.7%
Contractual Services	-	325	1,250	500	500	(750)	-60.0%
Repair & Maintenance Services	238,700	267,000	334,000	314,000	320,000	(14,000)	-4.2%
Employee programs	1,834	4,033	4,000	200	6,000	2,000	50.0%
Professional Development/Travel	5,306	6,804	9,700	500	9,700	-	0.0%
Office Supplies	4,001	3,777	5,200	5,200	5,250	50	1.0%
Operating Supplies	15,674	14,727	18,450	18,450	18,550	100	0.5%
Fuel & Mileage	5,620	3,443	8,000	8,000	8,000	-	0.0%
Machinery & Equipment (<\$25,000)	21,763	16,790	25,650	17,500	18,500	(7,150)	-27.9%
Repair & Maintenance Supplies	(321,794)	(257,714)	(367,375)	(367,500)	(346,450)	20,925	-5.7%
Property & Liability Costs	6,793	7,202	7,612	6,551	6,877	(735)	-9.6%
Rentals	1,104	828	2,000	500	500	(1,500)	-75.0%
Debt Service and Lease Payments	-	-	-	-	-	-	0.0%
Total Operations	4,971	95,025	80,562	30,886	74,747	(5,815)	-7.2%
Capital	-	-	-	-	-	-	0.0%
Total Streets - Maintenance	808,172	942,337	833,656	796,326	836,390	2,734	0.3%

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	Personnel									
= 81110	REGULAR PAY	547,422	586,162	583,709	503,530	294,394	510,544	516,143	541,950	569,048
- 81120	OVERTIME PAY	34,309	25,000	29,576	25,000	4,549	25,000	25,500	26,775	28,114
81199	VACANCY ADJUSTMENT		(19,605)		(20,291)			(18,065)	(18,968)	(19,917)
= XWAGE	TOTAL WAGES	581,731	591,557	613,285	508,239	298,943	535,544	523,578	549,757	577,245
= 81410	FICA (EMPLOYER'S SHARE)	42,715	42,850	45,160	39,839	21,996	40,969	41,436	43,508	45,683
- 81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	117,402	128,050	116,498	130,644	47,347	113,634	113,633	124,996	137,496
81422	NEAR-SITE CLINIC (URGENT TEAM)					1,530	3,140	3,140	3,140	3,140
- 81425	VISION PREMIUMS	767	591	732	783	284	682	682	750	825
- 81430	DENTAL INSURANCE PREMIUMS	8,302	10,084	8,437	9,590	1,932	4,789	4,535	4,762	5,000
= 81433	GROUP INSURANCE PREMIUMS					2,019	3,481	3,418	3,589	3,768
= 81440	EE HEALTH INSURANCE CONTRIBUTIONS	(25,236)	(27,393)	(24,336)	(27,075)	(10,837)	(20,006)	(20,006)	(21,807)	(23,769)
81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400	2,400	1,000	1,000		1,000	1,000	1,000	1,000
= 81443	EE DENTAL INSURANCE CONTRIBUTIONS					(1,409)	(2,602)	(2,602)	(2,732)	(2,869)
- 81444	EE VISION INSURANCE CONTRIBUTIONS					(70)	(129)	(129)	(135)	(142)
81450	RETIREMENT CONTRIBUTIONS	58,885	68,729	67,783	66,448	32,793	65,587	69,015	75,917	83,508
81455	DEFERRED COMP MATCH	7,020								
81456	TCRS CONTRIBUTIONS (CITY)			9,236	13,814	5,338	9,298	13,940	15,334	16,867
81460	UNEMPLOYMENT CLAIMS			1,100						
81470	WORKERS COMPENSATION PREMIUMS	2,902	3,631	2,804	3,812	1,109	2,853	4,003	4,203	4,414
81475	WORKERS COMPENSATION CLAIMS	346				1,014	1,200			
81480	TOOL ALLOWANCE	5,967	6,000	5,613	6,000	5,349	6,000	6,000	6,000	6,000
= XBEN	TOTAL BENEFITS	221,470	234,942	234,027	244,855	108,395	229,896	238,066	258,525	280,921
= XPER	TOTAL PERSONNEL	803,201	826,499	847,312	753,094	407,338	765,440	761,643	808,282	858,166
	Operations									
82110	MAILING & OUTBOUND SHIPPING SERVICES	654	500	146	500		100	250	250	250
82130	VEHICLE LICENSES & TITLES	(53)	25	75	25					
82140	VEHICLE TOW-IN SERVICES	6,507	5,500	9,400	7,500	2,977	7,500	7,500	7,500	7,500
= XTRC	TOTAL TRANSPORTATION CHARGES	7,108	6,025	9,621	8,025	2,977	7,600	7,750	7,750	7,750
82210	PRINTING & COPYING SERVICES, OUTSOURCED		115		200		150	150	150	150
82250	TESTING & PHYSICALS	984	500	229	500		100	500	500	500
82260	UNIFORM RENTAL & SERVICES	5,364	4,250	6,329	6,000	1,168	6,000	6,100	6,200	6,300
= XOPSV	TOTAL OPERATING SERVICES	6,348	4,865	6,558	6,700	1,168	6,250	6,750	6,850	6,950
82350	DUES FOR MEMBERSHIPS	853	1,500	554	1,500	223	1,000	1,200	1,250	1,300
82371	EMERGENCY RELIEF			162						
= XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	853	1,500	716	1,500	223	1,000	1,200	1,250	1,300

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	82410	ELECTRIC SERVICE		3,750		3,750			100	100	100
	82420	WATER & SEWER SERVICE	1,890	1,375	2,054	1,650	1,914	4,000	2,500	2,600	2,700
	82430	STORMWATER SERVICE	560	575	560	400	93	560	565	570	575
	82450	TELEPHONE SERVICE	382	375	334	400	84	375	400	425	450
	82451	800 MHZ ACCESS LINE SERVICE	1,892	2,650	18	2,100		1,000	1,200	1,250	1,300
	82455	CELLULAR TELEPHONE SERVICE	4,636	4,750	5,384	4,950	705	4,950	5,200	5,250	5,300
	82470	INTERNET & RELATED SERVICES	492	600	671	600	203	650	655	660	665
	82483	CONNECTION CHARGES	1,809	2,000	1,894	2,000	369	600	1,000	1,050	1,100
=	XUTIL	TOTAL UTILITIES	11,661	16,075	10,915	15,850	3,370	12,135	11,620	11,905	12,190
i	82510	COMPUTER SERVICES		1,250	325	1,250		500	500	500	500
=	XCTS	TOTAL CONTRACTUAL SERVICES		1,250	325	1,250		500	500	500	500
i	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	135,570	160,000	128,966	160,000	67,993	160,000	170,000	140,000	145,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	93,108	160,000	136,078	149,000	26,765	149,000	145,000	140,000	150,000
i	82660	BUILDING REPAIR & MAINTENANCE SERVICES	10,022	15,000	1,956	25,000	526	5,000	5,000	5,500	6,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	238,700	335,000	267,000	334,000	95,283	314,000	320,000	285,500	301,000
i	82780	TRAINING, OUTSIDE	1,834	2,500	2,776	2,500	100	100	4,500	4,600	4,700
	82790	TRAINING, IN-HOUSE			1,257	1,500		100	1,500	1,500	1,500
=	XEPG	TOTAL EMPLOYEE PROGRAMS	1,834	2,500	4,033	4,000	100	200	6,000	6,100	6,200
i+	82810	REGISTRATIONS	794	650	650	1,800		100	2,000	2,000	2,000
	1	Various	794	1,250	650	1,800		100	2,000	2,000	2,000
	2	Adjustments from Workbooks		(600)							
	*	Amount missing from detail									
i	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,027	895	929	1,200		100	1,500	1,500	1,500
i+	82830	AIR TRAVEL	863	950	919	2,000		100	2,000	2,000	2,000
	1	Various	863	2,500	919	2,000		100	2,000	2,000	2,000
	2	Adjustments from Workbooks		(1,550)							
	*	Amount missing from detail									
i+	82840	LODGING	2,267	2,027	3,498	3,000		100	3,000	3,000	3,000
	1	Various	2,267	4,500	1,481	3,000		100	3,000	3,000	3,000
	2	Adjustments from Workbooks		(2,473)	2,017						
	*	Amount missing from detail									
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	355	1,250	808	1,700		100	1,200	1,200	1,200
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	5,306	5,772	6,804	9,700		500	9,700	9,700	9,700
	83110	OFFICE SUPPLIES	3,022	3,500	3,122	3,500	823	3,500	3,550	3,570	3,590
	83130	EMPLOYEE BENEVOLENCE ITEMS	198	200	65	200	75	200	200	200	200
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	781	1,250	590	1,500		1,500	1,500	1,500	1,250
=	XOFS	TOTAL OFFICE SUPPLIES	4,001	4,950	3,777	5,200	898	5,200	5,250	5,270	5,040
	83210	TRAINING SUPPLIES	134	300	74	300		300	300	300	300
	83240	MEDICAL SUPPLIES	466	800	470	800		800	800	800	800
	83250	SAFETY SUPPLIES	1,759	1,100	3,772	2,200	1,053	2,200	2,300	2,400	2,500
	83260	UNIFORMS PURCHASED	3,983	5,500	3,106	6,500	529	6,500	6,500	6,500	6,500

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
83270	CONSUMABLE TOOLS	9,332	8,650	7,305	8,650	262	8,650	8,650	8,700	8,750
=	XOPS TOTAL OPERATING SUPPLIES	15,674	16,350	14,727	18,450	1,844	18,450	18,550	18,700	18,850
83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	5,620	6,000	3,443	8,000	321	8,000	8,000	8,000	8,000
=	XFUEL TOTAL FUEL & MILEAGE	5,620	6,000	3,443	8,000	321	8,000	8,000	8,000	8,000
83510	FURNITURE, FIXTURES (<\$25,000)	278	1,000		1,000		500	500	500	500
83530	MACHINERY & EQUIPMENT (<\$25,000)	21,200	12,500	13,774	12,500		12,500	13,000	13,250	13,500
83540	COMPUTER HARDWARE (<\$25,000)	285	5,000	3,016	12,150	2,346	4,500	5,000	5,000	5,000
=	XMEU TOTAL MACHINERY & EQUIPMENT (<\$25,000)	21,763	18,500	16,790	25,650	2,346	17,500	18,500	18,750	19,000
83610	VEHICLE PARTS & SUPPLIES	414,674	345,000	376,793	365,000	114,405	365,000	376,000	376,000	376,000
83611	REIMBURSEMENT FOR FLEET MAINT	(979,571)	(950,000)	(911,150)	(1,000,000)	(194,467)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
83620	EQUIPMENT PARTS & SUPPLIES	234,592	240,000	270,692	260,000	60,841	260,000	270,000	270,000	270,000
83654	GROUPS MAINTENANCE SUPPLIES				125					
+ 83660	BUILDING MAINTENANCE SUPPLIES	8,511	4,000	5,951	7,500	305	7,500	7,550	7,600	7,650
1	Various	8,511	7,500	285	7,500		7,500	7,550	7,600	7,650
2	Adjustment from Workbooks		(3,500)	5,666		305				
*	Amount missing from detail									
=	XRMS TOTAL REPAIR & MAINTENANCE SUPPLIES	(321,794)	(361,000)	(257,714)	(367,375)	(18,916)	(367,500)	(346,450)	(346,400)	(346,350)
85110	PROPERTY INSURANCE	1,114	1,242	2,036	2,138	1,340	1,340	1,407	1,477	1,551
85111	FRAUD INSURANCE	787	787	625		744	744	781	820	861
85112	INLAND MARINE INSURANCE	463	486	492	517	500	500	525	551	579
85113	AUTO PHYSICAL DAMAGE	208	301	229	240	270	270	284	298	313
85115	LIABILITY INSURANCE	847	4,417	717	1,409	643	643	675	709	744
85116	E&O LIABILITY INSURANCE	1,853	1,856	1,433	1,505	810	810	851	893	938
85117	VEHICLE LIABILITY INSURANCE	793	2,498	1,068	1,121	1,620	1,620	1,701	1,786	1,875
85119	UMBRELLA LIABILITY	728	835	602	632	574	574	603	633	664
85140	SURETY/NOTARY BONDS		50		50		50	50	50	50
=	XPLC TOTAL PROPERTY & LIABILITY COSTS	6,793	12,472	7,202	7,612	6,502	6,551	6,877	7,217	7,575
85240	EQUIPMENT RENTAL & LEASES	1,104	1,200	828	2,000		500	500	525	550
=	XRENT TOTAL RENTALS	1,104	1,200	828	2,000		500	500	525	550
=	XOP TOTAL OPERATIONS	4,971	71,459	95,025	80,562	96,115	30,886	74,747	41,617	58,255
	Capital									

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
=	XTOT	TOTAL EXPENDITURES	808,172	897,958	942,337	833,656	503,453	796,326	836,390	849,899	916,421



City of Franklin, Tennessee

FY 2022 Operating Budget

Street Aid Fund

Budget Summary

	2019 Actual	2020 Actual	2021 Budget EOY		2022 Budget	2021 v. 2022 \$ %	
Beginning Fund Balance	645,435	496,410	601,819	601,819	603,917		
Revenues	3,637,421	3,739,949	3,529,625	3,621,119	3,565,409	35,784	1.0%
Expenditures	3,786,446	3,634,540	3,619,749	3,619,021	3,871,097	251,348	6.9%
Ending Balance	496,410	601,819	511,695	603,917	298,229	-213,466	-41.7%

Fund Summary

The Street Aid & Transportation Fund is a special revenue fund used to account for the receipt and usage of the City's share of State gasoline taxes. State law requires these gasoline taxes to be used to maintain streets. As set forth under T.C.A. §54-4-201 to 205, revenues for the fund come from taxes levied against gasoline, diesel and liquefied and natural gas sales. They are distributed to municipalities based upon a formula dependent upon the decennial Federal Census.

Municipalities must account for all funds received and submit annual audits to the State Comptroller's office. All purchases through the fund must comply with state and local procurement laws.

Acceptable expenditures include: street improvements (including design, construction, street scape and administration of capital projects), repair and maintenance of existing streets, sidewalks, right-of-way acquisition, street lights and street signs.

Source: Darden, Ron, "State Street Aid Fund Revenues and Expenditures: On the Road to Understanding (2011)" (2011). MTAS Publications: Technical Bulletins. http://trace.tennessee.edu/utk_mtastech/1



COVID-19 Response & Impact

No Impact to this Fund



City of Franklin, Tennessee **FY 2022 Operating Budget**

Organizational Chart

There is no organization chart associated with the Street Aid & Transportation Fund. It is supervised by personnel in the Streets and Engineering Departments.

Staffing by Position

There are no staff formally associated with the Street Aid & Transportation Fund. It is supervised by personnel in the Streets and Engineering Departments.



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Beginning Fund Balance	645,435	496,410	601,819	601,819	603,917		
Revenues							
TOTAL LOCAL TAXES	748,375	779,036	786,314	786,314	821,873	35,559	4.5%
GASOLINE TAX (STATE)	2,630,997	2,660,745	2,485,811	2,577,305	2,485,811	-	0.0%
INTEREST INCOME	8,049	50,168	7,500	7,500	7,725	225	3.0%
TRANSFER FROM GENERAL FUND	250,000	250,000	250,000	250,000	250,000	-	0.0%
Total Available Funds	3,637,421	3,739,949	3,529,625	3,621,119	3,565,409	35,784	1.0%
Expenses (Operations)							
PAVING & REPAIR SERVICES	3,282,407	3,097,767	3,094,749	3,244,749	3,346,097	251,348	8.1%
SIDEWALK REPAIR	502,433	535,711	525,000	130,000	525,000	-	0.0%
OTHER OPERATING SUPPLIES	1,606	1,062	-	244,272	-	-	0.0%
Total Expenditures	3,786,446	3,634,540	3,619,749	3,619,021	3,871,097	251,348	0.0%
Ending Fund Balance	496,410	601,819	511,695	603,917	298,229		

Notes & Objectives

The increase in paving and repair in FY 2019 by nearly a million dollars was attributable to the one time use of accumulated fund balance and higher than anticipated receipts as a result of year two of the IMPROVE Act. Future appropriations will not be as high, but recurring dollars will continue to rise nominally as consumption increases.

FY 2021 declines are based upon the lag in restarting the Tennessee economy and lower demand for gasoline. This will be amended up or down later in FY 2021.

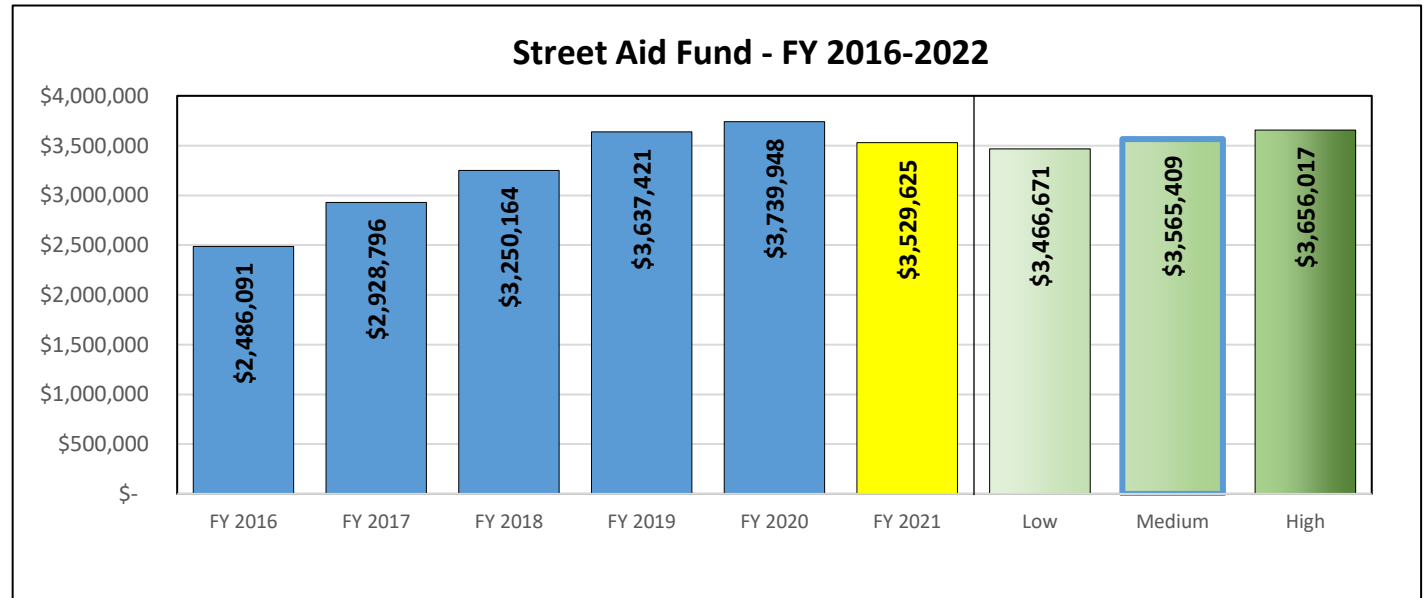


City of Franklin

Revenue Model

Fund:	Street Aid	Percent of All Revenues	2.3%
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Street Aid: A special revenue fund used to account for the receipt and usage of the City's share of State gasoline taxes. State law requires these gasoline taxes to be used to maintain streets. Counties and municipalities share in the proceeds of petroleum taxes. In general, counties receive about 30 percent of the proceeds and municipalities about 15 percent. The state retains roughly 55 percent of the proceeds. Fifty percent of the counties' shares are divided equally among the 95 counties, 25 percent on the basis of area and 25 percent on the basis of population; Municipalities' shares are divided based on the population each municipality bears to the aggregate population of all municipalities, according to the federal census or a special census as prescribed by T.C.A. § 54-4-203. T.C.A. § 67-3-901(b), (c), (f)(2) and (i); T.C.A. § 67-3-905; T.C.A. § 67-3-1108; T.C.A. § 54-4-103; and T.C.A. §



The money each individual municipality receives under the Petroleum and Alternative Fuels Tax Law is paid into the municipality's state street aid fund and is required to be administered and spent under the law that governs that fund. T.C.A. § 54-4-103, T.C.A. § 54-4-204. State composite revenue projections are for a 3.0% increase in Gasoline Tax collections statewide.

Overall, the City is forecasting a nominal 1.0% increase in total for the Street Aid & Transportation Fund based on increased collections of Property Tax..

	Actual					Budget	Forecasts (FY 2022)			Averages
	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Low	Medium	High	
% yr/yr.	3.7%	17.8%	11.0%	11.9%	2.8%	-5.6%	-1.8%	1.0%	3.6%	
PROPERTY TAXES COLLECTED	526,008	623,685	722,941	748,375	779,036	786,314	797,935	821,873	837,832	3-yr Average
GASOLINE TAX (STATE)	1,959,797	1,971,070	2,520,503	2,630,997	2,660,745	2,485,811	2,411,237	2,485,811	2,560,385	\$ 3,542,511
INTEREST INCOME	286	1,201	6,720	8,049	50,168	7,500	7,500	7,725	7,800	-0.1%
TRANSFER FROM GENERAL FUND	-	332,840	-	250,000	250,000	250,000	250,000	250,000	250,000	5-Yr Average
										\$ 3,208,484
										2.0%
										10-Yr Average
										\$ 2,723,155
										5.9%
Totals	\$ 2,486,091	\$ 2,928,796	\$ 3,250,164	\$ 3,637,421	\$ 3,739,948	\$ 3,529,625	\$ 3,466,671	\$ 3,565,409	\$ 3,656,017	

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2020 & Estimates from Finance & Revenue Management Departments.

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Available Funds									
	31100	PROPERTY TAXES COLLECTED	748,375	774,694	779,036	786,314		786,314	821,873	834,201	859,227
=	XLT	TOTAL LOCAL TAXES	748,375	774,694	779,036	786,314		786,314	821,873	834,201	859,227
+	33220	GASOLINE TAX (STATE)	2,630,997	2,762,012	2,660,745	2,485,811	1,127,248	2,577,305	2,485,811	2,535,776	2,561,134
	01	July (received September)	229,765	241,207	246,917	248,152	224,996	224,996	248,152	253,140	
	02	August (received October)	232,096	243,654	242,660	243,873	227,528	227,528	243,873	248,775	
	03	September (received November)	221,623	232,660	235,580	236,758	236,657	236,657	236,758	241,517	
	04	October (received December)	220,706	231,697	233,080	234,245	224,725	224,725	234,245	238,953	
	05	November (received January)	215,260	225,980	229,634	230,782	213,342	213,342	230,782	235,420	
	06	December (received February)	225,152	236,365	230,395	231,547		207,151	231,547	236,201	
	07	January (received March)	200,580	210,569	217,951	219,041		207,151	219,041	223,444	
	08	February (received April)	177,657	186,505	200,077	187,438		207,151	187,438	191,206	
	09	March (received May)	233,543	245,174	228,263	234,712		207,151	234,712	239,430	
	10	April (received June)	220,703	231,694	154,760	232,852		207,151	232,852	237,532	
	11	May (received July)	231,331	242,852	207,781	244,066		207,151	244,066	248,972	
	12	June (received August)	222,581	233,655	233,647	232,356		207,151	232,356	237,026	
	13	Adjustments from Workbook				(290,011)			(290,011)	(295,840)	
	14	VARIOUS									2,561,134
	*	Amount missing from detail									
=	XINTG	TOTAL INTERGOVERNMENTAL	2,630,997	2,762,012	2,660,745	2,485,811	1,127,248	2,577,305	2,485,811	2,535,776	2,561,134
	36100	INTEREST INCOME	8,049	7,500	50,168	7,500	316	7,500	7,725	7,613	7,613
=	XUMP	TOTAL USE OF MONEY & PROPERTY	8,049	7,500	50,168	7,500	316	7,500	7,725	7,613	7,613
	37100	TRANSFER FROM GENERAL FUND	250,000	500,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
=	XOR	TOTAL OTHER REVENUE	250,000	500,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
=	XREV	Total Available Funds	3,637,421	4,044,206	3,739,949	3,529,625	1,377,564	3,621,119	3,565,409	3,627,590	3,677,974

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	Operations									
+	82640 PAVING & REPAIR SERVICES	3,282,407	3,580,000	2,945,597	3,094,749	1,841,246	3,094,749	3,346,097	3,398,430	4,300,000
1	Annual Paving Services	3,282,407	3,030,000	2,945,597	2,149,149		3,094,749	2,200,497	2,252,830	4,000,000
2	Guardrail									
3	Pavement Preservation Program		300,000		1,145,600			1,145,600	1,145,600	300,000
4	Pavement Evalaution Study									
5	2015 - Additional from Prop Tax									
6	Adjustments from Workbook		250,000		(200,000)	1,841,246				
*	Amount missing from detail									
	82646 CONCRETE CURB REPAIR			152,170		80,934	150,000			
+	82647 SIDEWALK REPAIR	502,433	470,000	535,711	525,000	78,715	130,000	525,000	525,000	750,000
1	Sidewalk replacement program	502,433	185,000	4,050	175,000			175,000	175,000	250,000
2	Downtown brick paver repair		25,000							
3	Handicap Ramp Upgrade conjunct with Resurfacing		10,000		100,000			100,000	100,000	250,000
4	Sidewalk Gap Program		250,000		250,000			250,000	250,000	250,000
5	Line Item 5			531,661		78,715	130,000			
*	Amount missing from detail									
=	XRMSV TOTAL REPAIR & MAINTENANCE SERVICES	3,784,840	4,050,000	3,633,478	3,619,749	2,000,895	3,374,749	3,871,097	3,923,430	5,050,000
	82790 TRAINING, IN-HOUSE			63						
=	XEPG TOTAL EMPLOYEE PROGRAMS			63						
	83299 OTHER OPERATING SUPPLIES	319	600	999						
=	XOPS TOTAL OPERATING SUPPLIES	319	600	999						
	83647 SIDEWALK REPAIR SUPPLIES	1,287								
=	XRMS TOTAL REPAIR & MAINTENANCE SUPPLIES	1,287								
=	XOP TOTAL OPERATIONS	3,786,446	4,050,600	3,634,540	3,619,749	2,000,895	3,374,749	3,871,097	3,923,430	5,050,000
	89460 SIDEWALKS					122,136	122,136			
	89480 STREETLIGHTS					122,136	122,136			
=	XINFR TOTAL INFRASTRUCTURE					244,272	244,272			
=	XCAP TOTAL CAPITAL					244,272	244,272			
=	XTOT TOTAL EXPENDITURES	3,786,446	4,050,600	3,634,540	3,619,749	2,245,167	3,619,021	3,871,097	3,923,430	5,050,000



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Program Enhancement Summary

Priority	Request	Division	Compensation	Benefits	Expenses	Total	Funded
Streets							
1	Mack Hatcher North West Maintenance	Maintenance	\$ 32,000	\$ 9,600	\$ 66,175	\$ 107,775	
2	Salt Storage Facility	Maintenance	\$ -	\$ -	\$ 64,000	\$ 64,000	
3	Trailer Mounted Leaf Vacuum	Maintenance	\$ -	\$ -	\$ 80,000	\$ 80,000	
4	Re-classification	Maintenance	\$ 3,761	\$ 1,128	\$ -	\$ 4,890	
5	Fleet Vehicle Replacement Program	Fleet	\$ -	\$ -	\$ 199,000	\$ 199,000	
6	Pick-up Truck	Maintenance	\$ -	\$ -	\$ 37,150	\$ 37,150	
7	Pick-up Truck	Traffic	\$ -	\$ -	\$ 37,150	\$ 37,150	
Total			\$ 35,761	\$ 10,728	\$ 483,475	\$ 529,965	\$ -
			<u>Compensation</u>	<u>Benefits</u>	<u>Expenses</u>	<u>Total</u>	
Total G/F Requests			\$ 35,761	\$ 10,728	\$ 483,475	\$ 529,965	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ 144,000
	A Effective and Fiscally Sound City Government Providing High Quality Service	\$ 278,190
	Quality Life Experiences	\$ 107,775
	Sustainable Growth & Economic Prosperity	\$ -
Totals		\$ 529,965

Traditional Allocations

	Personnel	\$ 41,600
	Operations	\$ 215,175
	Equipment	\$ 193,190
	Capital	\$ 80,000
Total		\$ 529,965

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	1	of	7
	Department:	43100 STREETS-MAINTENANCE DIVISION				
	Division:	Landscape				
	FranklinForward Theme:	Quality Life Experiences				
	Title:	Mack Hatcher North West Maintenance				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81100 SALARIES & WAGES		\$32,000	\$32,000
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$9,600	\$9,600
Expenses			
82130 VEHICLE LICENSES & TITLES	\$25		\$25
82610 VEHICLE REPAIR & MAINTENANCE SERVICES		\$650	\$650
83310 GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUN		\$2,500	\$2,500
89520 VEHICLES (>\$25,000)	\$50,000		\$50,000
83530 MACHINERY & EQUIPMENT (<\$25,000)	\$13,000		\$13,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$63,025	\$44,750	\$107,775

PURPOSE / DESCRIPTION OF REQUEST
Mack Hatcher Parkway ROW mowing from Hillsboro Road to HWY 96 West. Personnel: (1) Maintenance Worker Positions Vehicle: (1) Landscape Unit Equipment: (1) Mid Mount Commercial Mowers, Weed eaters, Blowers etc.

SERVICE IMPLICATION
Various portions of multi use trail, curb and gutter sections, and ROW will need to be maintained on a regular basis. TDOT mowing contract frequency is currently 6 times annually. Typically these contracts are set up for bush-hogging activities. If the desire is to maintain these areas every (10) days then this funding is critical. Our Landscape Team is not able to support th is program as currently staffed and equipped.

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

2

of

7

Department:

43100 STREETS-MAINTENANCE DIVISION

Division:

Maintenance

FranklinForward Theme:

A Safe, Clean, Livable City

Title:

Salt Storage Facility

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81100 SALARIES & WAGES			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89230 BUILDING IMPROVEMENTS	\$64,000		\$64,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$64,000	\$0	\$64,000

PURPOSE / DESCRIPTION OF REQUEST

Salt Storage Facility Dome Replacement: The original galvanized dome on the 23 year old Salt storage facility has rusted and in desperate need of replacement.

We will need to hire a contractor to remove the back wall and replace it with new panels. Additionally we will replace any panels along the dome that are displaying signs of rust caused by the corrosive salt.

SERVICE IMPLICATION

The structural integrity of the dome roof has been compromised because the back wall has rusted at the base. We have temporarily secured the back wall until a permanent repair or replacement of the current roof system can be made.

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

3

of

7

Department:

43100 STREETS-MAINTENANCE DIVISION

Division:

Maintenance

FranklinForward Theme:

A Safe, Clean, Livable City

Title:

Trailer Mounted Leaf Vacuum

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89530 MACHINERY & EQUIPMENT (>\$25,000)	\$80,000		\$80,000
83310 GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUN		\$650	\$650
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$80,000	\$650	\$80,650

PURPOSE / DESCRIPTION OF REQUEST

Pull Behind Leaf Vacuum: Replacement

This equipment is utilized in the curbside bulk leaf collection program. The current unit is pulled behind a dump truck equipped with a slide in leaf box. The unit requested is a trailer mounted Leaf Vacuum with built in 30 cubic yard box. The current machine consistently breaks down due to wear and tear throughout the leaf collection process. The break downs significantly impact our ability to perform this activity efficiently.

SERVICE IMPLICATION

The increase of leaf collection annually due to the maturity of trees increases our work load each year. Unreliable equipment hinders our ability to perform this task effectively and efficiently.

Model: Tarco

Hours:

Lifetime Maintenance: \$29,456.00

Manufacture Date: 2005

Unit LM-5

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:		Department Priority:	4	of	7
	Department:	43100 STREETS-MAINTENANCE DIVISION				
	Division:	Inspection				
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Re-classification				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81110 REGULAR PAY	\$3,761		\$3,761
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$1,128	\$0	\$1,128
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$4,890	\$0	\$4,890

PURPOSE / DESCRIPTION OF REQUEST
Re-classification: Senior Road Inspector PG "G" to Street Department Infrastructure and Development Manager PG "H" 5% Increase for additional paygrade. Manages the strategic growth of the Department through development and development-driven capital upgrade infrastructure needs. Acts as a liaison between the Street Department and various other City Departments including, but not limited to, the Building and Neighborhood Services Department, Engineering Department, Water Management Department, City Administration, Planning and Sustainability Department, design professionals, Utility District representatives, and other interested parties when discussing strategies for growth and development and conveys ideas, questions, and recommendations as needed. Project management duties include providing recommendations to the Director regarding which studies need updating (based on prioritization of growth potential), working with consultants to define scope, and working through the implementation of study recommendations when published. Collaborates with the City's Development Services Team during pre-application and plan approval process in identifying construction issues that warrant coordination. Facilitates those coordination issues that may include updates to the City's Municipal Code or other policy documents.

SERVICE IMPLICATION
Failure to approve the enhancement request would not provide for the 5% increase typically recognized for a paygrade change.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	5	of	7
	Department:	43130 STREETS-FLEET MAINT DIVISION				
	Division:	Fleet				
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Fleet Vehicle Replacement Program				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
---------------------------------------	--	--	--

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
85240 EQUIPMENT RENTAL & LEASES		\$410,000	\$410,000
83310 GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUN		-\$20,000	-\$20,000
82610 VEHICLE REPAIR & MAINTENANCE SERVICES		-\$20,000	-\$20,000
	Sale of Surplus Veh.	-\$171,000	-\$171,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$199,000	\$199,000

PURPOSE / DESCRIPTION OF REQUEST

The purpose of this request is to provide for more effective and cost efficient fleet renewal. Staff continue to evaluate a program that endeavors to replace vehicles at a more optimal time, taking into consideration the maintenance costs, fuel efficiency and vehicle depreciation. The current evaluation considers a portion of the City's fleet (67 vehicles) to potentially be replaced in FY 2022 through a leasing arrangement, expanding it to approximately 150 vehicles over a five year period. Based on analysis, it is anticipated that the City would realize approximately \$2.7M in savings over the next ten years.

This request would also eliminate the need for the 11 vehicle replacements presented in various PERs throughout the organization that total \$336,300.

Staff is still evaluating the program but have submitted this program enhancement request to introduce the concept to the BOMA.

SERVICE IMPLICATION

Entering this program will provide for a newer, more reliable fleet resulting in greater fuel efficiency and less maintenance expense. The program will also provide for greater resale value of our fleet through scheduled replacement based on depreciation value of the vehicles.

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

6

of

7

Department:

43100 STREETS-MAINTENANCE DIVISION

Division:

Maintenance

FranklinForward Theme:

An Effective and Fiscally Sound City Government Providing High Quality Service

Title:

Pick-up Truck

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89520 VEHICLES (>\$25,000)		\$34,500	\$34,500
83310 GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUN		\$2,150	\$2,150
82610 VEHICLE REPAIR & MAINTENANCE SERVICES		\$500	\$500
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$37,150	\$37,150

PURPOSE / DESCRIPTION OF REQUEST

Pickup Truck: Replacement

The unit has been removed from service as advised by our Fleet Team. Inspection revealed the frame body was severely rusted from snow salting operations. This unit was utilized daily to support various maintenance operations i.e.; tractor mowing route, leaf collection, snow salting & plowing.

SERVICE IMPLICATION

Model: 2004 Chevrolet 2500
Mileage: 160,000
Lifetime Repair Cost: \$11,170.00
Unit 239
Fleet Replacement Score:

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	7	of	7
	Department:	43100 STREETS-MAINTENANCE DIVISION				
	Division:	Traffic				
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Pick-up Truck				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89520 VEHICLES (>\$25,000)		\$34,500	\$34,500
83310 GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNT		\$2,150	\$2,150
82610 VEHICLE REPAIR & MAINTENANCE SERVICES		\$500	\$500
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL		\$37,150	\$37,150

PURPOSE / DESCRIPTION OF REQUEST
Pickup Truck: Replacement The unit is utilized daily in the Traffic Division; used to perform striping and signage activities

SERVICE IMPLICATION
Model: 2002 Chevrolet 2500 Mileage: 154,000 Lifetime Repair Cost: \$5,754.00 Unit 235 Fleet Replacement Score:



File #: 21-01754

DATE: February 11, 2021
TO: Budget & Finance Committee
FROM: Steve Grubb, Director of Streets
Paul Holzen, Director of Engineering

SUBJECT:

Budget Presentation - Stormwater Fund

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the Stormwater Fund budget request for FY 2021-2022.

BACKGROUND/STAFF COMMENTS:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that the Budget & Finance Committee acknowledge the presentation of the Stormwater Fund budget request.



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Stormwater Fund

Streets Division, Steve Grubb, Director of Streets

Paul Holzen, P.E. – Director of Engineering



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 2

Outline

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



City of Franklin, Tennessee - FY 2022 Budget Request

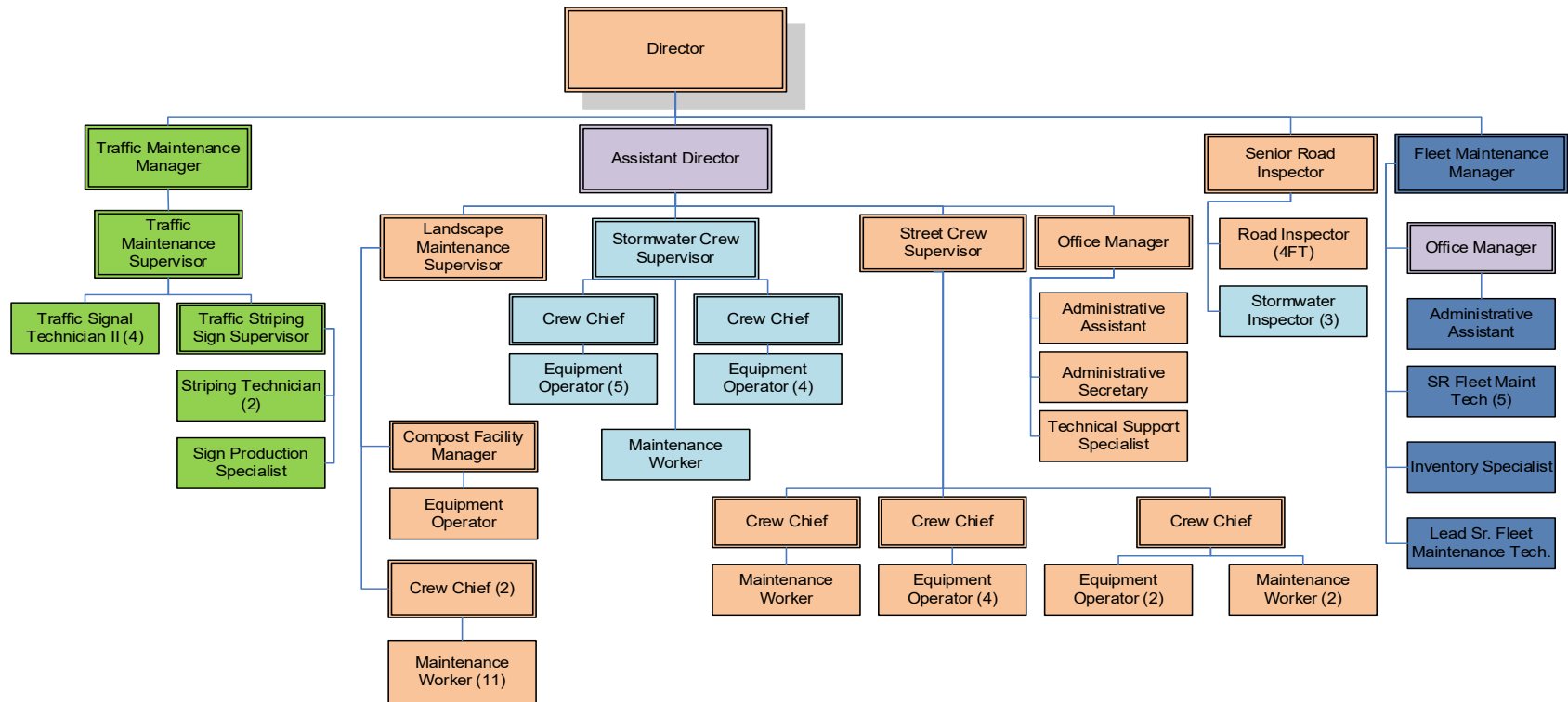
Street Department

Slide 3

Purpose of Department

Street Stormwater Maintenance and Inspection Divisions exist to ensure that the citizens of Franklin receive a properly functioning, high quality infrastructure. We take pride in our workmanship from start to finish. Our quality control inspectors expect no less from private contractors working within City Rights of Way or in New Development.

Organization Chart



Personnel funded through the Stormwater Fund in the Streets Department are shaded in light blue.



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 5

Base Budget Request: Personnel

2021: \$1,269,173

2022: \$1,290,103

Difference: \$20,930 or 1.6%

Current Staffing Level:

(16) Full-time Employees

Request Staffing Level FY22:

(16) Full-time Employees



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 6

Base Budget Request: Operations

FY 21 Operations: \$760,291

FY 22 Operations: \$812,346

Difference: \$52,055 +6%

84710 Administrative Services increase \$51,361

❖ Program Enhancement Requests

Equipment Program Enhancements: (New) \$54,500

8-Rugged tablets with truck mounts \$35,000

8-RouteSmart software installations \$15,000

8-Cellular connections \$4,500





City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 8

Program Enhancement: Route Smart Tablets

Provides visual and voice navigation

Web based live view of truck locations for customer service staff and management showing locations serviced.

Drivers will be able to input real time issues at collection points, such as leaf pile blocked by a vehicle, sticks or other debris in the leaf pile, leaf pile too close to the mailbox.

If, a truck breaks down during a route, another driver can navigate to the unfinished route and finish the route.



City of Franklin, Tennessee - FY 2022 Budget Request

Street Department

Slide 9

Summary

As a Maintenance Division we intend to expand in a way that keeps up with developmental growth. We will continue to offer the best services possible, to our vibrant community. We are committed to training and developing staff members that pay attention to the details. It is our desire to stand out among industry leaders for preventative maintenance.



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Stormwater - Engineering

Paul Holzen, P.E. – Director of Engineering



City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 11

Outline

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



City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 12

Purpose of Department

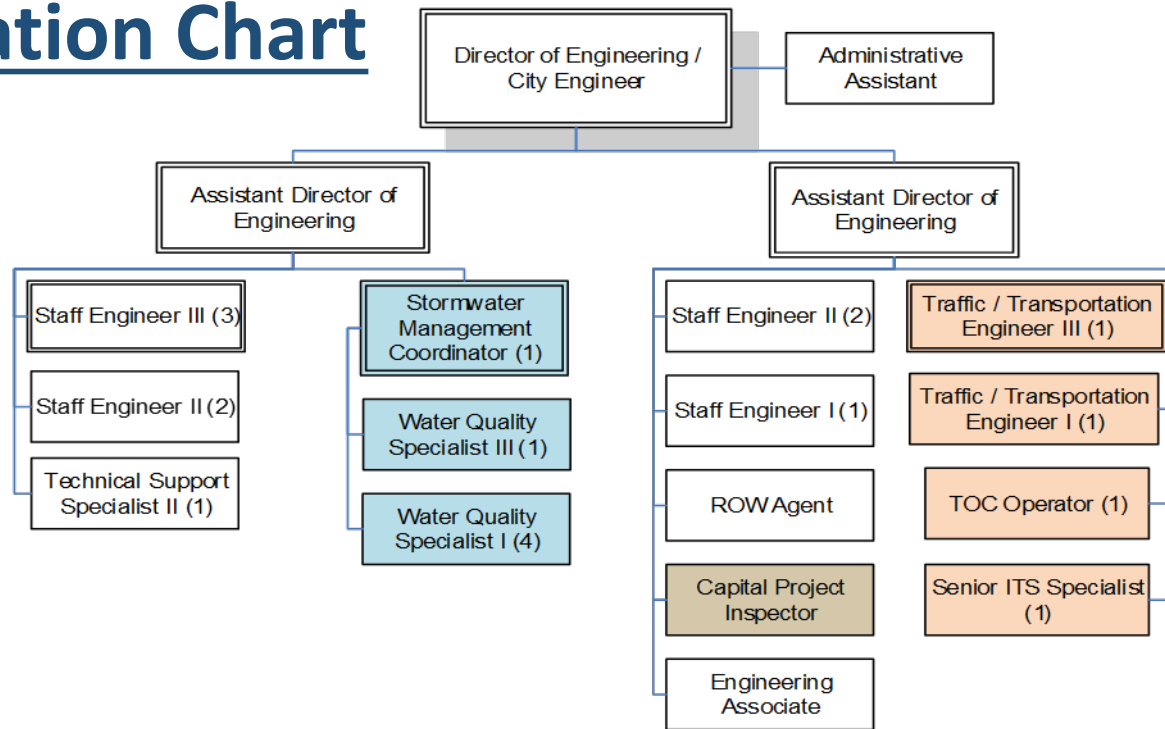
The **Stormwater Division** of the Engineering Department helps the City maintain compliance with mandates set by the Federal (EPA) and State (TDEC) Governments to minimize stormwater runoff pollution. Under the Clean Water Act of 1972, the Environmental Protection Agency (EPA) requires municipalities like Franklin to manage stormwater. The City has received a Phase II Municipal Separate Storm Sewer System (MS4) Permit from the Tennessee Department of Environment and Conservation (TDEC) to allow Franklin to discharge stormwater into nearby rivers and streams.

City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 13

Organization Chart



White: Positions funded through the Engineering budget are shaded in white.

Peach: The Traffic Eng III, Traffic Eng I and TOC Operator are included in TOC Budget.

Teal: Stormwater Coordinator, Wtr Qty Specialist I and II are funded out of the Stormwater Budget

Brown: Capital Project Inspector funded out of Capital Project Funds



City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 14

Base Budget Request: Personnel

FY 2021 \$ 485,530

FY 2022 \$ 490,099

Difference: \$ 4,569 or 0.9%

In addition to the existing base personnel, wages, and benefits, the Stormwater Division of the Engineering Department is requesting the following program enhancements:

Stormwater-Engineering

- 1 – Reclassification of Water Quality Specialist I to Staff Engineer II
- 2 – Reclassification of Water Quality Specialist I to Water Quality Specialist II



City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 15

Base Budget Request: Operations

Stormwater-Engineering

FY 2021 Approved Budget	\$224,164
FY 2022 Proposed Budget	\$145,686 ¹
Difference: (\$78,478) or – 35.0%	

NOTE¹: Engineering Services REDUCED by \$25,000; Consultant Services REDUCED by \$25,000



City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 16

Base Budget Request: Capital

Stormwater-Engineering

FY 2021 Approved Budget	\$1,200,000
FY 2022 Proposed Budget	\$0*

NOTE*: Stormwater Capital Projects are no longer programmed through the annual budget. They are included in the combined Capital Investment Program (CIP) prioritization process.



City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 17

Program Enhancement Requests

- 1 – Reclassification of Water Quality Specialist I to Staff Engineer II
- 2 – Reclassification of Water Quality Specialist I to Water Quality Specialist II
- 3 – Replacement Vehicle



City of Franklin, Tennessee - FY 2022 Budget Request

Stormwater - Engineering

Slide 18

Summary

The **Stormwater Division** of the Engineering Department will continue to ensure the City maintains compliance with mandates set by the Federal (EPA) and State (TDEC) Governments to minimize stormwater runoff pollution and lead to a healthier Franklin in FY 2022.



City of Franklin, Tennessee

FY 2022 Operating Budget

Stormwater

Steve Grubb, Streets Director

Paul Holzen, City Engineer

Budget Summary

	2019 Actual	2020 Actual	2021		2022 Budget	2021 v. 2022	
			Budget	EOY		\$	%
Beginning Balance	4,171,436	3,800,010	2,695,401	2,695,401	2,725,247		
Revenues	2,710,760	2,661,807	2,647,500	2,647,500	2,685,000	37,500	1.4%
Personnel	1,597,874	1,709,489	1,754,703	1,791,245	1,780,201	25,498	1.5%
Operations	734,169	846,199	984,455	826,409	958,033	-26,422	-2.7%
Capital	750,143	1,210,728	1,200,000	0	0	-1,200,000	-100.0%
Total	3,082,186	3,766,416	3,939,158	2,617,654	2,738,234	-1,200,924	-30.5%
Ending Balance	3,800,010	2,695,401	1,403,743	2,725,247	2,672,013		

Division Summary

	2019 Actual	2020 Actual	2021		2022 Budget	2021 v. 2022	
			Budget	EOY		\$	%
Streets	2,034,879	1,845,305	2,029,464	1,990,461	2,102,449	72,985	3.6%
Engineering	997,307	1,921,111	1,909,694	627,193	635,785	-1,273,909	-66.7%
Transfers	50,000		-	-	-	-	0.0%
Total	3,082,186	3,766,416	3,939,158	2,617,654	2,738,234	-1,200,924	-30.5%

Department Summary

The Stormwater Fund has two divisions contained within it - Streets and Engineering.

Streets

The Stormwater Division consists of 20 employees: one coordinator; five water quality specialists, three stormwater inspectors; one compliance inspector; one supervisor; & 10 maintenance personnel.

The Street Department, Stormwater Division performs routine maintenance procedures, as well as small repairs and upgrades to failing drainage systems. Work activities are performed daily. We spend on average \$85,000 annually performing routine maintenance throughout local neighborhoods.

We currently operate three (3) Street Sweepers throughout the City daily.

A self-contained storm vacuum operates daily clearing storm drain inlet structures from debris collected on top of structures, where inlet clogging has occurred.



COVID-19 Response & Impact

The pandemic did not have a significant impact on our ability to accomplish projects. The Team worked modified schedules, managed social distancing and worked independent as often as possible. We were able to complete every drainage project and did not miss a beat in response to Citizen driven Service requests.



City of Franklin, Tennessee FY 2022 Operating Budget

Stormwater

Steve Grubb, Streets Director

Paul Holzen, City Engineer

Department Summary (continued)

Engineering

The City of Franklin is granted authorization to discharge stormwater through its stormwater infrastructure and into receiving water bodies through a NPDES permit issued by the EPA and administered through TDEC. A condition of this permit coverage is that six minimum control measures are met by the end of the permit cycle. The City is required annually to submit an “annual report,” which is essentially a report to document the progress the City is making towards meeting its current permit requirements. Current minimum control measures are:

- 1) Public Education and Outreach
- 2) Public Involvement and Participation
- 3) Illicit Discharge Detection and Elimination
- 4) Construction Site Stormwater Runoff Control
- 5) Permanent Stormwater Management in Development and Redevelopment
- 6) Pollution Prevention for Municipal Operations

In addition to the above minimum control measures, the City is required to do annual ambient monitoring which includes:

- 1) Macroinvertebrate Sampling
- 2) E.Coli Sampling
- 3) Visual Stream Assessments



COVID-19 Response & Impact



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measurements

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

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



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

Stormwater supports all four themes of the Strategic Plan.

Key:	
Benchmarking Alliance of Tennessee	
Franklin Citizens Survey	☒

Workload (Output) Measures

	2018	2019	2020	2021*	2022*
Number of public communication /education / outreach events completed	43	13	10	10	11
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Number of public involvement and participation events completed	6	8	5	5	6
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Average number of active construction sites per month		159	TBD	TBD	TBD
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Average number of active constructions site inspections completed monthly		159	100%	100%	200%
Percentage of active construction sites inspected	100%	100%	100%	100%	200%
Percentage of permanent stormwater management facilities inspected.	0%	2%	5%	10%	110%
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Number of visual stream assessments (% of watershed)		20%	20%	20%	120%
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Number of visual stream assessments completed		20%	20%	20%	120%
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Number of illicit discharge detections (% of watershed)		20%	20%	20%	120%
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Percentage of Watershed completed for illicit discharge detection and elimination.	20%	20%	20%	20%	120%
Number of illicit discharge eliminations achieved		20%	20%	20%	120%
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD

Annual Ambient monitoring (Achieved or Not Achieved)					
Macroinvertebrate Sampling	Achieved	Achieved	Achieved	Achieved	Achieved
E.Coli Sampling	Achieved	Achieved	Achieved	Achieved	Achieved
Visual Stream Assessment	Achieved	Achieved	Achieved	Achieved	Achieved

Franklin Citizens Survey

		2016 Citizens Survey		2019 Citizens Survey	
		Excellent/ Good	Fair/Poor	Excellent/ Good	Fair/Poor
☒	% rating the quality of Storm drainage	80%	20%	78%	22%

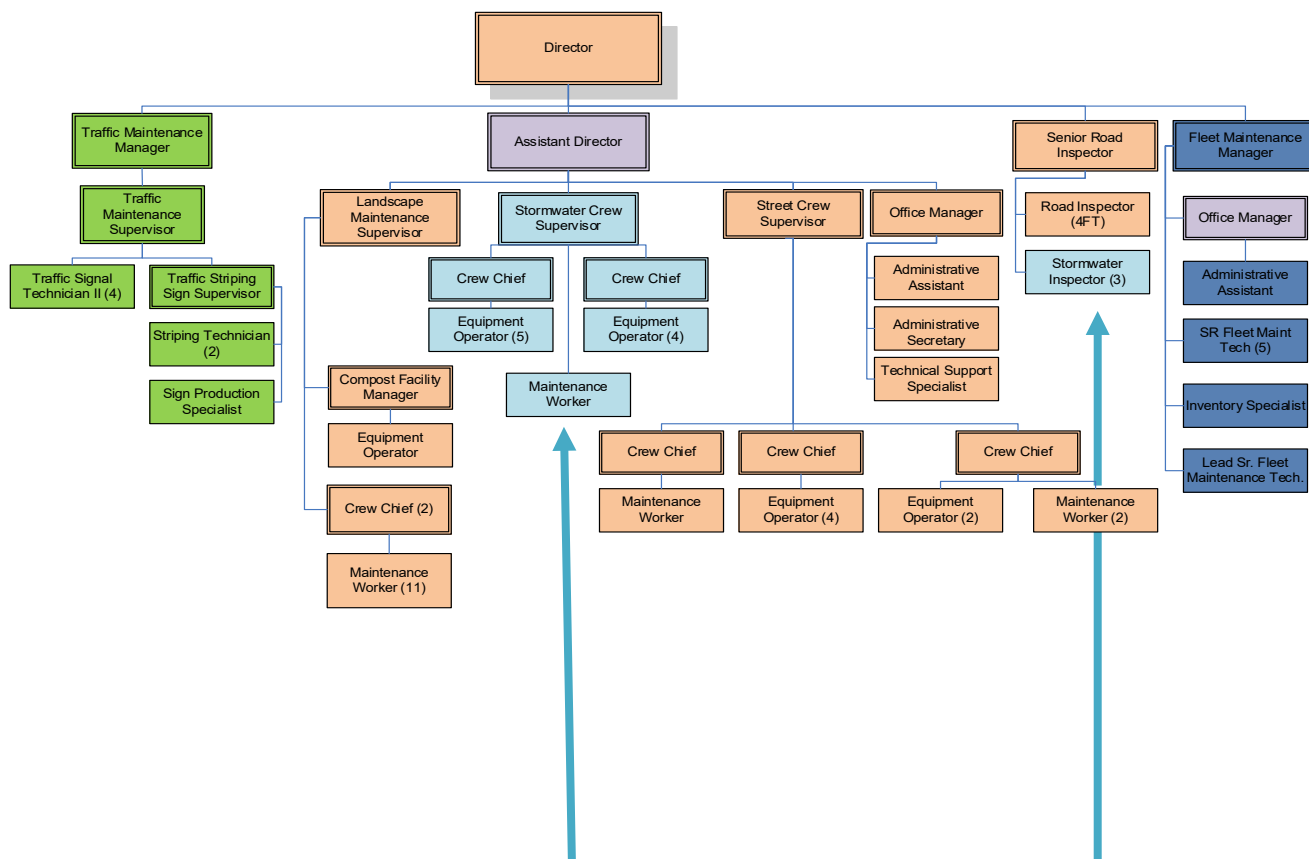


City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart

Streets Department



Personnel funded through the Stormwater Fund in the Streets Department are shaded in light blue.

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

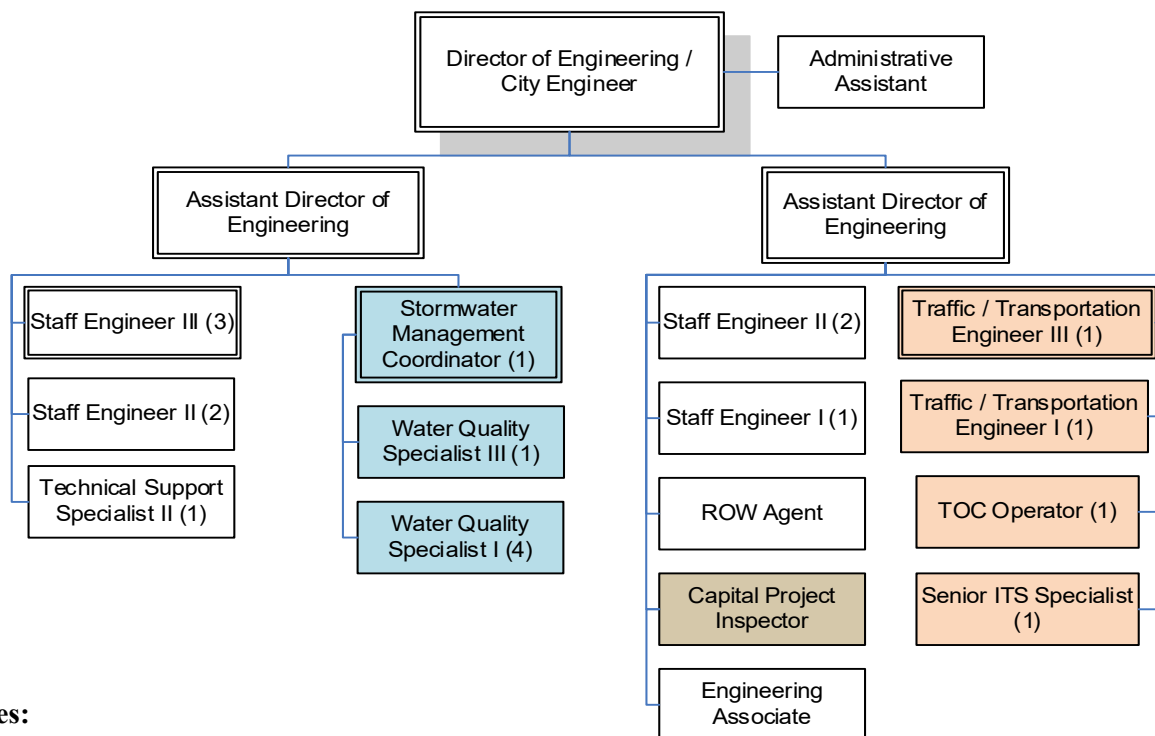


City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart

Engineering Department



Notes:

1) Funding Allocation:

White: Positions funded through the Engineering budget are shaded in white.
Peach: The Traffic Eng III, Traffic Eng I and TOC Operator are included in TOC Budget.
Teal: Stormwater Coordinator, Wtr Qty Specialist I and II are funded out of the Stormwater Budget
Brown: Capital Project Inspector funded out of Capital Project Funds

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

3) Org chart does not include program enhancement requests.



City of Franklin, Tennessee

FY 2022 Operating Budget

Staffing by Position

Position	Pay Grade	FY 2017		FY 2018		FY 2019		FY 2020		FY 2021	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Stormwater - Engineering											
Stormwater Man. Coordinator	Grade I	1	0	1	0	1	0	1	0	1	0
Water Quality Specialist III	Grade H	0	0	1	0	1	0	1	0	1	0
Water Quality Specialist II	Grade G	3	0	2	0	0	0	0	0	0	0
Water Quality Specialist I	Grade F	1	0	2	0	4	0	4	0	4	0
Stormwater - Streets											
Stormwater Inspector	Grade F	3	0	3	0	3	0	3	0	3	0
Stormwater Crew Supervisor	Grade F	1	0	1	0	1	0	1	0	1	0
Crew Chief	Grade E	2	0	2	0	2	0	2	0	2	0
Equipment Operator	Grade D	8	0	8	0	9	0	9	0	9	0
Maintenance Worker	Grade B	1	0	1	0	1	0	1	0	1	0
Totals		20	0	21	0	22	0	22	0	22	0



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference \$	%
Personnel							
Salaries & Wages	1,118,768	1,187,759	1,162,827	1,168,511	1,166,354	3,527	0.3%
Employee Benefits	479,106	521,730	591,876	622,734	613,848	21,972	3.7%
Total Personnel	1,597,874	1,709,489	1,754,703	1,791,245	1,780,201	25,498	1.5%
Operations							
Transportation Services	1,057	948	1,052	1,050	1,100	48	4.6%
Operating Services	1,002	319	1,930	1,400	2,025	95	4.9%
Notices, Subscriptions, etc.	9,994	31,537	38,413	31,650	37,900	(513)	-1.3%
Utilities	30,840	29,734	36,959	32,425	34,185	(2,774)	-7.5%
Contractual Services	77,881	153,781	117,381	52,500	71,000	(46,381)	-39.5%
Repair & Maintenance Services	82,880	119,567	144,058	141,300	143,450	(608)	-0.4%
Employee programs	4,723	8,106	12,334	10,950	9,550	(2,784)	-22.6%
Professional Development/Travel	6,444	4,664	24,365	2,000	21,420	(2,945)	-12.1%
Office Supplies	2,887	3,066	2,837	1,550	2,950	113	4.0%
Operating Supplies	7,827	10,050	17,363	12,300	16,005	(1,358)	-7.8%
Fuel & Mileage	51,290	40,115	52,670	51,500	54,500	1,830	3.5%
Machinery & Equipment (<\$25,000)	14,764	10,804	45,020	31,220	23,550	(21,470)	-47.7%
Repair & Maintenance Supplies	60,308	65,594	93,203	88,950	92,958	(245)	-0.3%
Operational Units	261,195	301,012	328,639	328,639	380,000	51,361	15.6%
Property & Liability Costs	62,226	36,068	53,116	33,460	51,220	(1,896)	-3.6%
Rentals	4,080	25,888	7,500	-	7,500	-	0.0%
Permits	4,762	4,946	5,000	5,400	6,100	1,100	22.0%
Financial Fees	9	-	2,615	115	2,620	5	0.2%
Transfers to Other Funds	50,000	-	-	-	-	-	0.0%
Debt Service and Lease Payments	-	-	-	-	-	-	0.0%
Total Operations	734,169	846,199	984,455	826,409	958,033	(26,422)	-2.7%
Capital	750,143	1,210,728	1,200,000	-	-	(1,200,000)	-100.0%
Total Stormwater Fund	3,082,186	3,766,416	3,939,158	2,617,654	2,738,234	(1,200,924)	-30.5%



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	EOY 2020	Budget 2021	EOY 2021	Budget 2022	Difference \$	%
Personnel							
Salaries & Wages	778,500	821,856	802,167	798,311	804,941	2,774	0.3%
Employee Benefits	370,823	402,660	467,006	493,093	485,162	18,156	3.9%
Total Personnel	1,149,323	1,224,516	1,269,173	1,291,404	1,290,103	20,930	1.6%
Operations							
Transportation Services	90	81	300	300	300	-	0.0%
Operating Services	685	319	1,000	650	1,000	-	0.0%
Notices, Subscriptions, etc.	114	1,288	1,050	400	900	(150)	-14.3%
Utilities	25,513	24,836	30,925	26,925	28,575	(2,350)	-7.6%
Contractual Services	3,745	3,337	15,000	15,000	18,000	3,000	20.0%
Repair & Maintenance Services	81,519	119,016	140,300	140,300	141,950	1,650	1.2%
Employee programs	652	150	4,000	2,800	4,200	200	5.0%
Professional Development/Travel	660	15	11,660	500	11,670	10	0.1%
Office Supplies	1,909	2,182	1,750	1,050	1,900	150	8.6%
Operating Supplies	5,398	8,819	13,450	10,000	12,450	(1,000)	-7.4%
Fuel & Mileage	49,047	38,762	50,000	50,000	52,000	2,000	4.0%
Machinery & Equipment (<\$25,000)	13,294	9,679	22,920	12,720	19,050	(3,870)	-16.9%
Repair & Maintenance Supplies	58,738	65,069	92,100	88,950	91,800	(300)	-0.3%
Operational Units	261,195	301,012	328,639	328,639	380,000	51,361	15.6%
Property & Liability Costs	43,103	20,336	36,597	20,823	37,951	1,354	3.7%
Rentals	4,080	25,888	7,500	-	7,500	-	0.0%
Permits	-	-	600	-	600	-	0.0%
Financial Fees	-	-	2,500	-	2,500	-	0.0%
Debt Service and Lease Payments	-	-	-	-	-	-	0.0%
Total Operations	549,742	620,789	760,291	699,057	812,346	52,055	6.8%
Capital	335,814	-	-	-	-	-	0.0%
Total Stormwater - Streets	2,034,879	1,845,305	2,029,464	1,990,461	2,102,449		

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	Personnel									
I=	81110 REGULAR PAY	734,653	755,861	774,491	799,711	446,011	768,311	802,426	842,547	884,675
-	81120 OVERTIME PAY	43,847	30,000	47,365	30,000	10,871	30,000	30,600	30,600	30,600
	81199 VACANCY ADJUSTMENT		(26,862)		(27,544)			(28,085)	(29,489)	(30,964)
-	XWAGE TOTAL WAGES	778,500	758,999	821,856	802,167	456,882	798,311	804,941	843,658	884,311
=	81410 FICA (EMPLOYER'S SHARE)	55,261	58,713	58,530	63,550	32,594	61,071	63,726	66,912	70,258
=	81420 MEDICAL PREMIUMS - ACTIVE EEs/COBRA	232,431	249,249	244,041	285,699	116,929	284,929	283,322	311,654	342,820
	81421 MEDICAL PREMIUMS - RETIREES					6,650	26,601	26,601	29,262	32,188
	81422 NEAR-SITE CLINIC (URGENT TEAM)					3,905	7,965	8,000	8,000	8,000
=	81425 VISION PREMIUMS	1,591	1,484	1,713	1,993	803	1,965	1,926	2,119	2,330
	81426 VISION PREMIUMS - RETIREE					41	165	165	182	200
=	81430 DENTAL INSURANCE PREMIUMS	14,870	18,657	15,020	19,129	5,334	13,034	12,875	13,519	14,195
	81431 FSA ADMINISTRATION					6	38	77	77	77
=	81433 GROUP INSURANCE PREMIUMS					3,057	5,192	5,491	5,766	6,054
=	81440 EE HEALTH INSURANCE CONTRIBUTIONS	(59,356)	(59,093)	(58,408)	(61,779)	(25,948)	(50,000)	(50,951)	(55,537)	(60,535)
	81441 CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	4,200	1,800	6,800	6,000		6,000	6,000	6,000	6,000
	81442 RETIREE INSURANCE CONTRIBUTIONS					(1,237)	(4,947)	(5,000)	(5,450)	(5,941)
=	81443 EE DENTAL INSURANCE CONTRIBUTIONS					(4,240)	(7,540)	(8,455)	(8,878)	(9,322)
-	81444 EE VISION INSURANCE CONTRIBUTIONS					(196)	(356)	(378)	(397)	(417)
	81447 RETIREE VISION INSURANCE CONTRIBUTIONS					(8)	(33)	(33)	(35)	(37)
I	81450 RETIREMENT CONTRIBUTIONS	103,049	113,354	112,971	132,896	65,587	131,173	115,025	126,528	139,180
	81455 DEFERRED COMP MATCH	5,887	5,397	2,970	2,315	1,257	2,195	2,336	2,453	2,575
	81456 TCRS CONTRIBUTIONS (CITY)			4,808	7,219	4,216	7,341	13,950	15,345	16,880
	81460 UNEMPLOYMENT CLAIMS			3,025						
	81470 WORKERS COMPENSATION PREMIUMS	7,109	11,662	9,509	9,984	2,748	8,300	10,484	11,008	11,559
	81475 WORKERS COMPENSATION CLAIMS	5,781		1,681						
-	XBEN TOTAL BENEFITS	370,823	401,223	402,660	467,006	211,498	493,093	485,162	528,528	576,064
=	XPER TOTAL PERSONNEL	1,149,323	1,160,222	1,224,516	1,269,173	668,380	1,291,404	1,290,103	1,372,186	1,460,375
	Operations									
+	82110 MAILING & OUTBOUND SHIPPING SERVICES		100		100		100	100	100	100
1	Streets		100		100		100	100	100	100
2										
3	Various									
*	Amount missing from detail									
	82130 VEHICLE LICENSES & TITLES	90	100	81	100		100	100	100	100
	82140 VEHICLE TOW-IN SERVICES		100		100		100	100	100	100
-	XTRC TOTAL TRANSPORTATION CHARGES	90	300	81	300		300	300	300	300
+	82210 PRINTING & COPYING SERVICES, OUTSOURCED	258	45							
1	Street	258	45							
*	Amount missing from detail									
+	82250 TESTING & PHYSICALS	427	1,000	319	500	62	150	500	500	500
1	Various	427	1,000	319	500	62	150	500	500	500
2										
*	Amount missing from detail									
	82270 LANDFILL & BIOSOLIDS MANAGEMENT SERVICES		500		500		500	500	500	500
-	XOPSV TOTAL OPERATING SERVICES	685	1,545	319	1,000	62	650	1,000	1,000	1,000

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
+	82310	LEGAL NOTICES		100		100		100	100	100	100
	1			100		100		100	100	100	100
	*	Amount missing from detail									
+	82350	DUES FOR MEMBERSHIPS	114	200	337	200		100	200	200	200
	1	Streets		200	337	200		100	200	200	200
	2										
	3										
	4										
	5										
	6	Various	114								
	*	Amount missing from detail									
	82355	PROFESSIONAL STANDARDS / ACCREDITATION			870	150					
+	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)		500		500		100	500	500	500
	1	Streets		500		500		100	500	500	500
	2										
	3										
	4										
	5	Various									
	*	Amount missing from detail									
	82371	EMERGENCY RELIEF			81						
	82390	PUBLICATIONS, NON-TRAINING		250		100		100	100	100	100
-	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	114	1,050	1,288	1,050		400	900	900	900
	82410	ELECTRIC SERVICE	14,746	9,360	13,587	15,000	924	15,000	16,000	17,000	17,000
	82435	SOLID WASTE SERVICE	4,959	19,000	4,967	10,000	226	6,000	6,500	7,000	7,500
	82450	TELEPHONE SERVICE	80		244	100	62	100	100	100	100
	82451	800 MHZ ACCESS LINE SERVICE	13	25	1	25		25	25	25	25
+	82455	CELLULAR TELEPHONE SERVICE	4,584	5,300	4,696	4,800	828	4,800	4,900	5,000	5,100
	1	Streets		5,300	4,696	4,800	828	4,800	4,900	5,000	5,100
	2										
	3										
	4	Various	4,584								
	*	Amount missing from detail									
	82470	INTERNET & RELATED SERVICES	1,131	685	1,341	1,000	407	1,000	1,050	1,100	1,150
-	XUTIL	TOTAL UTILITIES	25,513	34,370	24,836	30,925	2,446	26,925	28,575	30,225	30,875
	82560	CONSULTANT SERVICES	3,745	15,000	3,337	15,000		15,000	18,000	19,000	20,000
	1	Streets		15,000	3,337	15,000		15,000	18,000	19,000	20,000
	5	Various	3,745								
	*	Amount missing from detail									
-	XCTS	TOTAL CONTRACTUAL SERVICES	3,745	15,000	3,337	15,000		15,000	18,000	19,000	20,000
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	57,706	70,000	76,639	70,000	10,880	70,000	70,000	70,000	70,000
	1	Streets	57,706	70,000	76,639	70,000	10,880	70,000	70,000	70,000	70,000
	*	Amount missing from detail									
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	9,740	12,250	5,748	9,000	409	9,000	9,000	9,000	9,000
	1	Streets	9,740	12,250	5,748	9,000	409	9,000	9,000	9,000	9,000
	2										
	3	Various									
	*	Amount missing from detail									
	82640	PAVING & REPAIR SERVICES		26,000		26,500		26,500	27,000	28,000	28,000
	82645	STORMWATER MAINTENANCE SERVICES			531	600		600	650	700	750

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
I	82646	CONCRETE CURB REPAIR	13,931	15,600	2,400	16,100		16,100	16,600	17,000	17,500
	82647	SIDEWALK REPAIR		15,600	27,692	16,100		16,100	16,600	17,000	17,500
	82699	OTHER REPAIR & MAINTENANCE SERVICES	142	6,600	6,006	2,000		2,000	2,100	2,200	2,200
-	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	81,519	146,050	119,016	140,300	11,289	140,300	141,950	143,900	144,950
+	82750	EMPLOYEE RECOGNITION/RECEPTIONS		900		1,000		500	1,100	1,150	1,150
I	1	Streets		900		1,000		500	1,100	1,150	1,150
	2										
	3	Various									
	*	Amount missing from detail									
+	82780	TRAINING, OUTSIDE	200	1,250	150	1,300		1,300	1,350	1,400	1,400
	1	Streets (hazardous materials training certification)	200	1,250	150	1,300		1,300	1,350	1,400	1,400
	*	Amount missing from detail									
+	82790	TRAINING, IN-HOUSE	452	1,600		1,700		1,000	1,750	1,800	1,800
	1	Streets traffic control / work zone safety training	452	1,600		1,700		1,000	1,750	1,800	1,800
	*	Amount missing from detail									
-	XEPG	TOTAL EMPLOYEE PROGRAMS	652	3,750	150	4,000		2,800	4,200	4,350	4,350
+	82810	REGISTRATIONS	660	2,960		3,080		100	3,090	3,100	3,100
I	1	Stormcon	660	1,630		1,690			1,700	1,700	3,100
	10	A.P.W.A.		1,330		1,390		100	1,390	1,400	
	11										
	2										
	3										
	6										
	7										
	8										
	9										
	*	Amount missing from detail									
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)		850	15	900		100	900	900	900
	1	Stormcon		425		450			450	450	
	2	A.P.W.A.		425		450		100	450	450	
	3										
	4										
	5	Various			15						900
	*	Amount missing from detail									
+	82830	AIR TRAVEL		1,970		2,030		100	2,030	2,030	2,030
	1	Stormcon		1,140		1,170			1,170	1,170	
	2	A.P.W.A.		830		860		100	860	860	
	3										
	4	Various									2,030
	5										
	6										
	*	Amount missing from detail									
+	82840	LODGING		4,100		4,200		100	4,200	4,200	4,200
	1	Stormcon		2,300		2,350			2,350	2,350	
	2	A.P.W.A.		1,800		1,850		100	1,850	1,850	
	3										
	4										
	5	Various									4,200
	*	Amount missing from detail									
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)		1,400		1,450		100	1,450	1,450	1,450
	1	Stormcon		725		750			750	750	

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	2	A.P.W.A.		675		700		100	700	700	
	6	Various									1,450
	*	Amount missing from detail									
-	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	660	11,280	15	11,660		500	11,670	11,680	11,680
+	83110	OFFICE SUPPLIES	516	525	944	550	216	550	600	625	650
	1	Streets		525	944	550	216	550	600	625	650
	3	Various	516								
	*	Amount missing from detail									
	83130	EMPLOYEE BENEVOLENCE ITEMS	92								
+	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	1,301	750	1,238	1,200		500	1,300	1,400	2,850
	1	Streets		750		1,200		500	1,300	1,400	1,450
	3	Various	1,301		1,238						1,400
	*	Amount missing from detail									
-	XOFS	TOTAL OFFICE SUPPLIES	1,909	1,275	2,182	1,750	216	1,050	1,900	2,025	3,500
+	83250	SAFETY SUPPLIES	1,606	5,400	2,120	5,450		5,000	5,500	5,500	5,500
	1	Streets		5,400		5,450		5,000	5,500	5,500	5,500
	6	Various	1,606		2,120						
	*	Amount missing from detail									
+	83260	UNIFORMS PURCHASED	2,111	6,500	3,010	6,600	2,243	5,000	5,500	5,600	5,700
	1	Streets		6,500		6,600		5,000	5,500	5,600	5,700
	3	Various	2,111		3,010		2,243				
	*	Amount missing from detail									
	83270	CONSUMABLE TOOLS	1,437	1,350	3,223	1,400			1,450	1,500	1,500
+	83299	OTHER OPERATING SUPPLIES	244		466		73				
	1	Streets									
	14	Various	244		466		73				
	*	Amount missing from detail									
-	XOPS	TOTAL OPERATING SUPPLIES	5,398	13,250	8,819	13,450	2,316	10,000	12,450	12,600	12,700
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	49,047	47,600	38,762	50,000	5,428	50,000	52,000	54,000	56,000
-	XFUEL	TOTAL FUEL & MILEAGE	49,047	47,600	38,762	50,000	5,428	50,000	52,000	54,000	56,000
+	83510	FURNITURE, FIXTURES (<\$25,000)		250		700		100	250	275	300
	1	Streets		250		700		100	250	275	300
	2										
	*	Amount missing from detail									
I+	83520	VEHICLES (<\$25,000)	36								
	1	Streets									
	2		36								
	3	Line Item 3									
	*	Amount missing from detail									
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	9,753	17,500	7,640	19,100		9,500	15,500	19,000	38,200
	1	Lazer Level				1,600		1,600			
	10	Pull behind trailer		5,600						10,000	
	11	Monitors 24"				1,200		100			
	12	Generator		2,500						1,000	
	13	Air Compressor									
	14				7,640						
	15	Water Pump 2.5"		1,500					2,500		
	17	Line Item 17									
	22	Inspectors		2,000		2,000		2,000	2,000	2,000	2,000

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	3	Streets - Chain Saw		1,500		1,500		1,000	1,000	1,000	1,000
I	4	Mobile Radios Installed		4,400		4,800		4,800	10,000	5,000	5,100
I	5	Streets - Tracked Skid Steer loader Attachment				8,000					10,000
	6	Hydroseeder									
	9		9,753								20,100
	*	Amount missing from detail									
+	83540	COMPUTER HARDWARE (<\$25,000)	3,505	3,060	1,640	3,120	4,486	3,120	3,300	3,500	7,200
I	1	Tablets / Laptops		3,060		3,120		3,120	3,300	3,500	3,700
	2										
	3	Various	3,505		1,640		4,486				3,500
	4										
	*	Amount missing from detail									
+	83550	COMPUTER SOFTWARE (<\$25,000)			399						
	1				399						
	*	Amount missing from detail									
-	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	13,294	20,810	9,679	22,920	4,486	12,720	19,050	22,775	45,700
	83610	VEHICLE PARTS & SUPPLIES	192	1,800		1,000	84	250	500	550	600
	83620	EQUIPMENT PARTS & SUPPLIES	3,710	4,500	883	4,200		2,500	4,300	4,400	4,500
	83640	PAVING & REPAIR SUPPLIES	13	500	1,289	550		100	600		
	83645	STORMWATER MAINTENANCE SUPPLIES	164								
	83652	LANDSCAPING SUPPLIES		250		250		100	250	250	250
	83660	BUILDING MAINTENANCE SUPPLIES	404	1,600	74	1,100		1,000	1,150	1,200	1,250
+	83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	54,256	85,000	62,823	85,000	15,373	85,000	85,000	85,000	180,000
I	1	Streets - Misc Drainage Projects Throughout City		85,000		85,000		85,000	85,000	85,000	85,000
	4		54,256		62,823		15,373				95,000
	*	Amount missing from detail									
-	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	58,739	93,650	65,069	92,100	15,457	88,950	91,800	91,400	186,600
	84710	ADMIN SERVICES PROVIDED BY GENERAL FUND	261,195	301,014	301,012	328,639	109,546	328,639	380,000	420,000	420,000
-	XOPU	TOTAL OPERATIONAL UNITS	261,195	301,014	301,012	328,639	109,546	328,639	380,000	420,000	420,000
	85110	PROPERTY INSURANCE			1,633	1,715	1,340	1,340	1,407	1,477	1,551
	85111	FRAUD INSURANCE	1,605	1,685	1,354		1,842	1,842	1,934	2,031	2,132
	85112	INLAND MARINE INSURANCE	1,263	1,326	1,323	1,392	1,350	1,350	1,418	1,488	1,563
	85113	AUTO PHYSICAL DAMAGE	1,438	1,510	1,262	1,585	1,336	1,336	1,403	1,473	1,547
	85115	LIABILITY INSURANCE	4,150	4,358	5,108	4,575	6,073	6,073	6,377	6,696	7,030
	85116	E&O LIABILITY INSURANCE	3,778	3,967	3,101	4,165	2,007	2,007	2,107	2,213	2,323
	85117	VEHICLE LIABILITY INSURANCE	5,627	5,908	5,251	6,204	5,452	5,452	5,725	6,011	6,311
	85119	UMBRELLA LIABILITY	1,484	1,558	1,304	1,636	1,423	1,423	1,494	1,569	1,647
	85125	LIABILITY CLAIMS/DEDUCTIBLES	10,000	10,500		11,025			11,576	12,155	12,155
	85127	VEHICLE LIABILITY CLAIMS/DEDUCTIBLES	13,757	4,000		4,200			4,410	4,631	4,631
	85140	SURETY/NOTARY BONDS		100		100			100	100	100
-	XPLC	TOTAL PROPERTY & LIABILITY COSTS	43,102	34,912	20,336	36,597	20,822	20,823	37,951	39,844	40,990
I	85240	EQUIPMENT RENTAL & LEASES	4,080	1,400	25,888	7,500			7,500	7,500	7,500
-	XRENT	TOTAL RENTALS	4,080	1,400	25,888	7,500			7,500	7,500	7,500
	85310	PERMITS		500		500			500	500	500
+	85320	STATE FEES		500		100			100	100	100
	1	Streets		500		100			100	100	100
	2										
	3	Various									

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	4										
	*	Amount missing from detail									
-	XPERM	TOTAL PERMITS		1,000		600			600	600	600
	85570	BAD DEBT EXPENSE (NET OF RECOVERIES)		5,000		2,500			2,500	2,500	2,500
-	XFLF	TOTAL FINANCIAL FEES		5,000		2,500			2,500	2,500	2,500
=	XOP	TOTAL OPERATIONS	549,742	733,256	620,789	760,291	172,069	699,057	812,346	864,599	990,145
		Capital									
+	89520	VEHICLES (>\$25,000)	120,845								
	1	11/2 Ton with Utility Boxes (Streets)									
	2	3/4 ton Pick-up (Streets)									
	3	Single Axle Dump (Streets)									
	4	Line Item 4	120,845								
	5	2017 - Street Sweeper									
	*	Amount missing from detail									
+	89530	MACHINERY & EQUIPMENT (>\$25,000)	214,969								
	1	Street Sweeper									
	2	Storm Sewer Vacuum									
	3	Skid Steer									
	4	Self Contained Curb & Storm Drain Vacuum									
	5	Various									
	6	FY 2019 PER - Tandem Axel Dump Truck									
	7	FY 2019 PER - Street Sweeper	214,969								
	*	Amount missing from detail									
-	XMEO	TOTAL MACHINERY & EQUIPMENT (>\$25,000)	335,814								
=	XCAP	TOTAL CAPITAL	335,814								
=	XTOT	TOTAL EXPENDITURES	2,034,879	1,893,478	1,845,305	2,029,464	840,449	1,990,461	2,102,449	2,236,785	2,450,520



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	EOY 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	340,268	365,903	360,660	370,200	361,413	753	0.2%
Employee Benefits	108,283	119,070	124,870	129,641	128,686	3,816	3.1%
Total Personnel	448,551	484,973	485,530	499,841	490,099	4,569	0.9%
Operations							
Transportation Services	967	867	752	750	800	48	6.4%
Operating Services	317	-	930	750	1,025	95	10.2%
Notices, Subscriptions, etc.	9,880	30,249	37,363	31,250	37,000	(363)	-1.0%
Utilities	5,327	4,898	6,034	5,500	5,610	(424)	-7.0%
Contractual Services	74,136	150,444	102,381	37,500	53,000	(49,381)	-48.2%
Repair & Maintenance Services	1,361	551	3,758	1,000	1,500	(2,258)	-60.1%
Employee programs	4,071	7,956	8,334	8,150	5,350	(2,984)	-35.8%
Professional Development/Travel	5,784	4,649	12,705	1,500	9,750	(2,955)	-23.3%
Office Supplies	978	884	1,087	500	1,050	(37)	-3.4%
Operating Supplies	2,429	1,231	3,913	2,300	3,555	(358)	-9.1%
Fuel & Mileage	2,243	1,353	2,670	1,500	2,500	(170)	-6.4%
Machinery & Equipment (<\$25,000)	1,470	1,125	22,100	18,500	4,500	(17,600)	-79.6%
Property & Liability Costs	19,123	15,732	16,519	12,637	13,268	(3,251)	-19.7%
Repair & Maintenance Supplies	1,570	525	1,103	-	1,158	55	5.0%
Permits	4,762	4,946	4,400	5,400	5,500	1,100	25.0%
Transfers to Other Funds	50,000	-	-	-	-	-	0.0%
Financial Fees	9	-	115	115	120	5	4.3%
Debt Service	-	-	-	-	-	-	0.0%
Total Operations	184,427	225,410	224,164	127,352	145,686	(78,478)	-35.0%
Capital	414,329	1,210,728	1,200,000	-	-	(1,200,000)	-100.0%
Total Stormwater-Engineering	1,047,307	1,921,111	1,909,694	627,193	635,785		

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	82510	COMPUTER SERVICES	2,150	2,268	2,836	2,381		2,500	3,000	3,060	3,120
	82540	ENGINEERING SERVICES	28,637	50,000	57,959	50,000	6,746	15,000	25,000	25,000	25,000
	82560	CONSULTANT SERVICES	43,349	50,000	84,649	50,000	10,893	20,000	25,000	25,000	25,000
	82599	OTHER CONTRACTUAL SERVICES			5,000						
	XCTS	TOTAL CONTRACTUAL SERVICES	74,136	102,268	150,444	102,381	17,639	37,500	53,000	53,060	53,120
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	1,065	3,000	163	3,150	201	500	1,000	1,020	1,040
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	296	579	388	608		500	500	510	520
	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	1,361	3,579	551	3,758	201	1,000	1,500	1,530	1,560
	82750	EMPLOYEE RECOGNITION/RECEPTIONS	288	318	91	334		150	350	360	370
	82780	TRAINING, OUTSIDE	3,783		7,865	8,000		8,000	5,000	5,000	5,000
	XEPG	TOTAL EMPLOYEE PROGRAMS	4,071	318	7,956	8,334		8,150	5,350	5,360	5,370
	82810	REGISTRATIONS	4,220	5,000	3,150	5,250	200	1,500	5,000	5,100	5,200
	1	Various	4,220	5,000	3,150	5,250	200	1,500	5,000	5,100	5,200
	*	Amount missing from detail									
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	81	500		525			250	255	260
	1	Various	81	500		525			250	255	260
	*	Amount missing from detail									
	82830	AIR TRAVEL		1,000		1,050			1,000	1,020	1,040
	1	Various		1,000		1,050			1,000	1,020	1,040
	*	Amount missing from detail									
	82840	LODGING	1,284	3,500	1,291	3,675			2,500	2,550	2,600
	1	Various	1,284	3,500	1,291	3,675			2,500	2,550	2,600
	*	Amount missing from detail									
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	199	2,100	208	2,205	48		1,000	1,020	1,040
	1	Various	199	2,100	208	2,205	48		1,000	1,020	1,040
	*	Amount missing from detail									
	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	5,784	12,100	4,649	12,705	248	1,500	9,750	9,945	10,140
	83110	OFFICE SUPPLIES	552	814	544	855	13	350	600	610	620
	83130	EMPLOYEE BENEVOLENCE ITEMS	70						100	100	100
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	356	221	340	232		150	350	360	370
	XOFS	TOTAL OFFICE SUPPLIES	978	1,035	884	1,087	13	500	1,050	1,070	1,090
	83210	TRAINING SUPPLIES		1,050	105	1,103		250	500	510	520
	83250	SAFETY SUPPLIES	78	1,575	688	1,654		1,000	1,000	1,000	1,000
	83260	UNIFORMS PURCHASED	2,303	1,050	438	1,103		1,000	2,000	2,040	2,080
	83299	OTHER OPERATING SUPPLIES	48	50		53		50	55	60	65
	XOPS	TOTAL OPERATING SUPPLIES	2,429	3,725	1,231	3,913		2,300	3,555	3,610	3,665
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	2,243	2,543	1,353	2,670	336	1,500	2,500	2,550	2,600
	XFUEL	TOTAL FUEL & MILEAGE	2,243	2,543	1,353	2,670	336	1,500	2,500	2,550	2,600
	83510	FURNITURE, FIXTURES (<\$25,000)	180								
	83530	MACHINERY & EQUIPMENT (<\$25,000)	398	5,000	1,003	18,600		15,000	1,000	10,000	10,000
	1	Various	398	5,000	1,003	18,600		15,000	1,000	10,000	10,000
	*	Amount missing from detail									
	83540	COMPUTER HARDWARE (<\$25,000)	892	18,000		2,500		2,500	2,500	15,500	2,500
	1	Computers	892	18,000		2,500		2,500	2,500	15,500	2,500
	*	Amount missing from detail									

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
I	83550	COMPUTER SOFTWARE (<\$25,000)		1,000	122	1,000		1,000	1,000	1,000	1,000
-	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	1,470	24,000	1,125	22,100		18,500	4,500	26,500	13,500
+	83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	1,570	1,050	525	1,103			1,158	1,216	1,216
1		Various	1,570	1,050	525	1,103			1,158	1,216	1,216
*		Amount missing from detail									
-	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	1,570	1,050	525	1,103			1,158	1,216	1,216
	85110	PROPERTY INSURANCE			1,095	1,150	1,079	1,079	1,133	1,190	1,249
	85111	FRAUD INSURANCE	2,835	2,977	2,278		2,278	2,278	2,392	2,512	2,637
	85112	INLAND MARINE INSURANCE	60	63	29	30		30	32	33	35
	85113	AUTO PHYSICAL DAMAGE	36	38	34	36	127	127	133	140	147
	85115	LIABILITY INSURANCE	3,051	3,204	2,610	5,132	2,610	2,610	2,740	2,877	3,021
	85116	E&O LIABILITY INSURANCE	6,675	7,009	5,217	5,478	1,903	1,903	1,998	2,098	2,203
	85117	VEHICLE LIABILITY INSURANCE	3,844	3,733	2,275	2,389	3,261	3,261	3,424	3,595	3,775
	85119	UMBRELLA LIABILITY	2,622	2,753	2,194	2,304	1,349	1,349	1,416	1,487	1,562
-	XPLC	TOTAL PROPERTY & LIABILITY COSTS	19,123	19,777	15,732	16,519	12,607	12,637	13,268	13,932	14,629
	85220	PROPERTY TAX-RENTAL PROPERTY	377								
-	XRENT	TOTAL RENTALS	377								
+	85320	STATE FEES	4,385	4,000	4,910	4,000		5,000	5,100	5,200	5,300
1		TDEC Small MSR Permit TNSO75311	4,385	4,000	4,910	4,000		5,000	5,100	5,200	5,300
*		Amount missing from detail									
	85340	RECORDING & FILING FEES		400	36	400		400	400	400	400
-	XPERM	TOTAL PERMITS	4,385	4,400	4,946	4,400		5,400	5,500	5,600	5,700
	85530	E-COMMERCE FEES	9	110		115		115	120	126	126
-	XFLF	TOTAL FINANCIAL FEES	9	110		115		115	120	126	126
	88100	TRANSFER TO CAPITAL IMPROVEMENT BONDS	50,000								
-	XTRAN	TOTAL TRANSFERS	50,000								
=	XOP	TOTAL OPERATIONS	184,427	194,533	225,410	224,164	31,895	127,352	145,686	169,114	160,221
		Capital									
	89110	LAND ACQUIRED			1,204,718						
-	XLAND	TOTAL LAND			1,204,718						
+	89410	DRAINAGE	414,329	2,550,000	7,825	1,200,000		250,000			
1		100 Block Battle Avenue Drainage Improvements		1,850,000		1,200,000		250,000			
2		Figures Drive Area Drainage Improvements									
3		Jordan Branch & Cheswick Farm Stream Restoration									
4		Stream & Rainfall Gauging Stations									
5		Capital Project Stormwater Infrastructure									
I	6	Various	414,329								
7		CIP Capital - Hillsboro Phase II									

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
8	Maplewood		700,000	7,825						
*	Amount missing from detail									
_XINFR	TOTAL INFRASTRUCTURE	414,329	2,550,000	7,825	1,200,000		250,000			
_XCAP	TOTAL CAPITAL	414,329	2,550,000	1,212,543	1,200,000		250,000			
=XTOT	TOTAL EXPENDITURES	1,047,307	3,216,751	1,922,926	1,909,694	307,341	877,193	635,785	686,995	707,631



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Stormwater - Streets Division						
1	Route Smart Equipment	\$ -	\$ -	\$ 54,500	\$ 54,500	
Total		\$ -	\$ -	\$ 54,500	\$ 54,500	
Stormwater - Engineering						
1	Reclassification of Water Quality Specialist 1 to Staff Engineer 2	\$ 21,000	\$ 6,300	\$ -	\$ 27,300	
2	Reclassification of Water Quality Specialist 1 to Water Quality Specialist 2	\$ 5,000	\$ 1,500	\$ -	\$ 6,500	
3	Vehicle Replacement	\$ -	\$ -	\$ 30,000	\$ 30,000	
Total		\$ 26,000	\$ 7,800	\$ 30,000	\$ 63,800	\$ -
		Compensation	Benefits	Expenses	Total	
Total Stormwater Requests		\$ 26,000	\$ 7,800	\$ 84,500	\$ 118,300	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ 88,300
	A Effective and Fiscally Sound City Government Providing High Quality Service	\$ 30,000
	Quality Life Experiences	\$ -
	Sustainable Growth & Economic Prosperity	\$ -
Totals		\$ 118,300

Traditional Allocations

	Personnel	\$ 33,800
	Operations	\$ -
	Equipment	\$ 84,500
	Capital	\$ -
Total		\$ 118,300

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	1	of	1
	Department:	43120 STORMWATER-STREETS				
	Division:	Stormwater Maintenance				
	FranklinForward Theme:	A Safe, Clean, Livable City				
	Title:	Route Smart Equipment				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81100 SALARIES & WAGES			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
82455 CELLULAR TELEPHONE SERVICE		\$4,500	\$4,500
83540 COMPUTER HARDWARE (<\$25,000)	\$35,000		\$35,000
83550 COMPUTER SOFTWARE (<\$25,000)		\$15,000	\$15,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$35,000	\$19,500	\$54,500

PURPOSE / DESCRIPTION OF REQUEST
Phase II Route Smart Technology: We are requesting funding for phase II of the Route Smart program. This phase equips (11) eight units with hardware for turn by turn guidance. This technology eliminates driver error, maximizing our potential for efficiency. Hardware to be installed; dash mounts, tough pad tablets, hard wiring, antennas etc. Vehicles to be equipped: (3) Three Street Sweepers (8) Combo Salt Trucks/Leaf Collection Units

SERVICE IMPLICATION
Phase I Route Smart Technology funding and training was completed in FY21 budget. The program routes are currently being developed by City staff and Route smart personnel. Phase II is vital to implementing the program before October 2021.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	1	of	3
	Department:	43125 STORMWATER-ENGINEERING				
	Division:	Stormwater-Engineering				
	FranklinForward Theme:	A Safe, Clean, Livable City				
	Title:	Reclassification of Water Quality Specialist 1 to Staff Engineer 2				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81100 SALARIES & WAGES		\$21,000	\$21,000
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$6,300	\$6,300
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$27,300	\$27,300

PURPOSE / DESCRIPTION OF REQUEST
This PER would reclassify a current employee in the Stormwater division of the Engineering Department from a Water Quality Specialist 1 to a Staff Engineer 2 upon the employee's successful completion of the Professional Engineer (PE) exam. Upon passing the PE exam, the employee will meet the education and experience requirements for the Staff Engineer 2 position. The request will result in the first licensed engineer to be dedicated to Stormwater needs at the City of Franklin.

SERVICE IMPLICATION
Failure to approve this request will result in the inability to compensate an outstanding employee for new and significant professional certification designation. Failure to approve the request could also prevent the City from being able to retain a high performing employee.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	2	of	3
	Department:	43125 STORMWATER-ENGINEERING				
	Division:	Stormwater-Engineering				
	FranklinForward Theme:	A Safe, Clean, Livable City				
	Title:	Reclassification of Water Quality Specialist 1 to Water Quality Specialist 2				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81100 SALARIES & WAGES		\$5,000	\$5,000
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$1,500	\$1,500
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$6,500	\$6,500

PURPOSE / DESCRIPTION OF REQUEST
This PER would reclassify a current employee in the Stormwater division of the Engineering Department from a Water Quality Specialist 1 to a Water Quality Specialist 2. This employee meets the education and experience requirements for the higher position and is currently performing <u>ALL</u> the job duties of a Water Quality Specialist 2.

SERVICE IMPLICATION
Failure to approve this request will result in the inability to compensate an outstanding employee for continuing to complete tasks related to a higher classified position. Failure to approve the request could also prevent the City from being able to retain a high performing employee.

FY 2022 Program Enhancement Request Form



Intended Year:

2022

Department Priority:

3 of 3

Department:

43125 STORMWATER-ENGINEERING

Division:

Stormwater-Engineering

FranklinForward Theme:

An Effective and Fiscally Sound City Government Providing High Quality Service

Title:

Vehicle Replacement

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>		\$0	\$0
Expenses			
89520 VEHICLES (>\$25,000)	\$30,000		\$30,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$30,000	\$0	\$30,000

PURPOSE / DESCRIPTION OF REQUEST

The purpose of this PER is to replace the oldest vehicle within the Engineering Department. Fleet Maintenance has consistently stated that departments should look to replace vehicles after 10 years of service. This PER would replace a 2003 Ford Explorer that is used by the Stormwater staff.

SERVICE IMPLICATION

The current vehicle has general wear and tear consistent with a vehicle of its age (18 years), which will likely result in increased maintenance costs for the City.



File #: 21-01755

DATE: February 11, 2021
TO: Budget & Finance Committee
FROM: Paul Holzen, Director of Engineering
SUBJECT:

Budget Presentation - Engineering & Traffic Operations Center

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the Engineering & Traffic Operations Center budget requests for FY 2021-2022.

BACKGROUND/STAFF COMMENTS:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that the Budget & Finance Committee acknowledge the presentation of the Engineering & Traffic Operations Center budget requests.



City of Franklin, Tennessee
FY 2022 Operating Budget Request

Engineering & Traffic Operations Center (TOC)

Paul Holzen, P.E. – Director of Engineering



City of Franklin, Tennessee - **FY 2022 Budget Request** **Engineering Department & Traffic Operations Center (TOC)**

Slide 2

Outline

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

Purpose of Department

The **Engineering Department** plans for the future infrastructure needs of the City of Franklin and consists of four (4) divisions. The divisions include Development Services, Capital Projects, Traffic Operations and Stormwater. Stormwater will be presented separately)

The **Development Services** and **Capital Projects** divisions manage private and City-funded infrastructure projects, respectively. These two (2) divisions work with other City Departments, TDOT, various utility providers, elected officials, and the public to ensure that our infrastructure is designed and installed properly and that it meets all Local, State and Federal standards and guidelines.

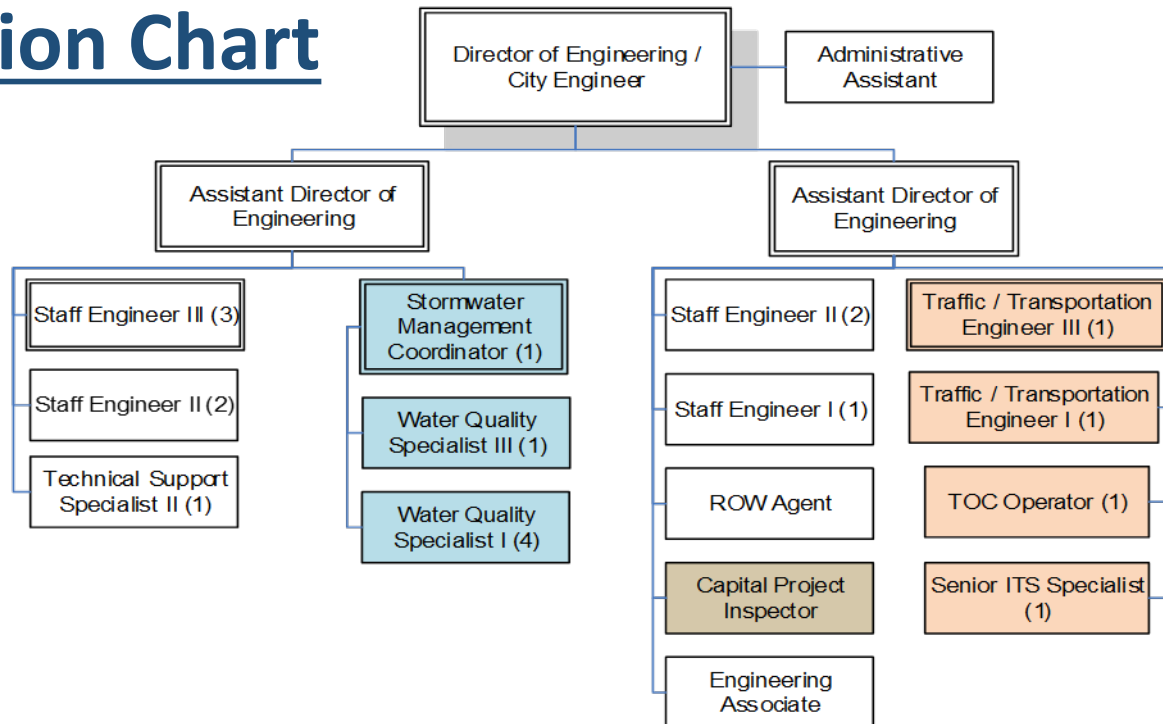
The **Traffic Operations Center (TOC)** division manages the transportation network within the City of Franklin and is responsible for signal timing. A goal of the Traffic Operations Center is to perform timing optimizations for signal systems. Currently there are five (5) major systems in the City - Cool Springs Area (McEwen, Mallory Lane, Carothers Parkway and Cool Springs Blvd), SR 96 E (Murfreesboro Rd.) / Royal Oaks, Downtown Franklin (5th Ave North, SR96 West and Downtown Signals), Hillsboro Road and Columbia Ave. Traffic counts and turning movement counts are obtained at all signalized intersections within a three (3) year window. These counts are then used to preform signal system timing optimizations.

City of Franklin, Tennessee - FY 2022 Budget Request

Engineering Department & Traffic Operations Center (TOC)

Slide 4

Organization Chart



White: Positions funded through the Engineering budget are shaded in white.

Peach: The Traffic Eng III, Traffic Eng I and TOC Operator are included in TOC Budget.

Light Blue: Stormwater Coordinator, Wtr Qty Specialist I and II are funded out of the Stormwater Budget

Brown: Capital Project Inspector funded out of Capital Project Funds

Base Budget Request: Personnel

In addition to the existing base personnel, wages, and benefits, the Engineering Department & Traffic Operations Center (TOC) are requesting the following program enhancements:

Engineering

None

Traffic Operations Center (TOC)

- 1 – Reclassification of Sr. ITS Specialist to ITS Project Manager
- 2 – Reclassification of TOC Operator to ITS Specialist

City of Franklin, Tennessee - FY 2022 Budget Request

Engineering Department & Traffic Operations Center (TOC)

Base Budget Request: Operations

Engineering

FY 2021 Approved Budget	\$ -149,756 (\$171,765 w/o interfund reimbursement)
FY 2022 Proposed Budget	\$ -140,721 (\$187,231 w/o interfund reimbursement)
Difference: \$9,035	

Traffic Operations Center (TOC)

FY 2021 Approved Budget	\$530,062
FY 2022 Approved Budget	\$397,086
Difference: (\$132,976)	

City of Franklin, Tennessee - FY 2022 Budget Request

Engineering Department & Traffic Operations Center (TOC)

Base Budget Request: Capital

Engineering

FY 2021 Approved Budget	\$0
FY 2022 Proposed Budget	\$0

Traffic Operations Center (TOC)

FY 2021 Approved Budget	\$2,150,000 ¹
FY 2022 Proposed Budget	\$1,715,000 ²

NOTE¹: Included: \$150,000 for SR-96 Traffic Signal Improvements (100% Grant); \$1,250,000 for Cool Springs Area Adaptive Traffic Signals (80/20 Grant); \$750,000 for ITS Extension (80/20 Grant)

NOTE²: Includes: \$715,000 for SR-96 Traffic Signal Improvements (100% Grant); \$250,000 for Cool Springs Area Adaptive Traffic Signals (80/20 Grant); \$750,000 for ITS Extension (80/20 Grant)

Program Enhancement Requests

Engineering

1 - Vehicle Replacement **\$ 35,000**

TOC

1 - Reclassification of Sr. ITS Specialist to ITS Project Manager **\$ 9,100**

2 - Reclassification of TOC Operator to ITS Specialist **\$ 7,150**

3 - Dedicated Traffic Calming / Pedestrian Crossing **\$ 75,000**

Upgrade Budget

4 - Emergency Vehicle Preemption for Mallory Lane **\$ 80,000**

5 - Replacement Vehicle **\$ 35,000**

6 - Road Impact Fee Review **\$ 50,000**

Total **\$ 291,250**



City of Franklin, Tennessee

FY 2022 Operating Budget

Engineering & Traffic Operations Center

Paul P. Holzen, Director

Budget Summary

Engineering							
	2019 Actual	2020 Actual	2021		2022 Budget	2021 v. 2022	
			Budget	EOY		\$	%
Personnel	1,379,181	1,609,579	1,643,296	1,689,995	1,692,854	49,558	3.0%
Operations	-86,195	-160,361	-149,756	-196,066	-140,721	9,035	-6.0%
Capital	0	0	0	0	0	0	0.0%
Total	1,292,986	1,449,218	1,493,540	1,493,929	1,552,133	58,593	3.9%

Traffic Operations Center (TOC)							
	2019 Actual	2020 Actual	2021		2022 Budget	2021 v. 2022	
			Budget	EOY		\$	%
Personnel	408,517	362,636	400,455	320,401	405,079	4,624	1.2%
Operations	296,073	483,566	530,062	275,904	397,086	-132,976	-25.1%
Capital	261,166	92,864	2,150,000	1,090,000	1,715,000	-435,000	-20.2%
Total	965,756	939,066	3,080,517	1,686,305	2,517,165	-563,352	-18.3%

Department Summary

This budget contains operations for two separate functions: Engineering & Traffic Operations Center.

The Engineering Department plans for the future infrastructure needs of the City of Franklin and consists of three divisions - Engineering, Traffic Operations and Stormwater.

The Engineering Division manages both City-funded and private infrastructure projects. The Engineering Division works with other City departments, TDOT, various utility providers, elected officials, and the public to ensure that our infrastructure is designed and installed properly and that it meets all local, state and federal standards and guidelines.

The Traffic Operations Division manages the transportation network within the City of Franklin. They currently oversee our Congestion Management Program, Traffic Count Program, Traffic Calming Program, and assist with both public and private infrastructure projects.

The Stormwater Division helps the City maintain compliance with mandates set by the federal (EPA) and state (TDEC) governments to minimize stormwater runoff pollution. Under the Clean Water Act of 1972, the Environmental Protection Agency (EPA) requires municipalities like Franklin to manage stormwater. The City has received a Phase II Municipal Separate Storm Sewer System (MS4) Permit from the Tennessee Department of Environment and Conservation (TDEC) to allow Franklin to discharge stormwater into nearby rivers and streams.



City of Franklin, Tennessee

FY 2022 Operating Budget

Engineering & Traffic Operations Center

Paul P. Holzen, Director

Department Summary (continued)

TRAFFIC OPERATIONS CENTER (TOC)

A goal of the Traffic Operations Division is to perform timing optimizations for signal systems. Currently there are five major systems in the City - Cool Springs Area (McEwen, Mallory Lane, Carothers Parkway and Cool Springs Blvd), SR 96 E (Murfreesboro Rd./Royal Oaks), Downtown (Main St, Fifth Ave, SR96 West), Hillsboro Road and Columbia Ave. Traffic counts and turning movement counts are obtained at all signalized intersections within a three year window. These counts are then used to perform signal system timing optimizations.

The Traffic Operations Center (TOC) provides traffic management services to the City of Franklin. The center currently manages 114 traffic signals and 22 Closed Circuit Television (CCTV) cameras. In past years the TOC has worked towards providing better traffic flow throughout the City through the Congestion Management Program. That program requires data collection at each of those intersections every three years and optimizing the signal timing in each of the City's main corridors.

The TOC will be addressing new challenges as we move into the future. First will be the Comprehensive Transportation Network Plan which will study the transportation network with attention to the roadway network, bike and pedestrian facilities and transit. This study will replace the traditional Major Thoroughfare Plan Update and will provide a more complete planning document for use by the City in applying for Federal Highway Administration or Federal Transit Administration funding. The second challenge is to deploy an Adaptive Traffic Signal Control System in the Cool Springs Area. This action will provide the benefits of constant signal optimization.

Congestion Management Program:

Traffic Counts or Data Collection have been and continue to be the most basic building blocks of any traffic management system. With the rapid growth and development of the City of Franklin in the recent past, traffic volumes have also grown and developed. This program was designed to perform "turning movement counts" for each peak hour at each of our signalized intersections every three years. Currently there are five major systems in the City:

- 1) Cool Springs Area (McEwen, Mallory Lane, Carothers Parkway and Cool Springs Blvd)
- 2) SR 96 E (Murfreesboro Rd./Royal Oaks)
- 3) Downtown Franklin (Main St, Fifth Ave, SR96 West)
- 4) Hillsboro Road
- 5) Columbia Ave.

The data collected is used to develop traffic signal timing plans that will best move traffic with highest degree of safety and minimal delay. By utilizing traffic modeling software, we develop intersection timing plans that best manage those rush hour flows. A 2005 Institute of Transportation Engineers White Paper on Benefits of Retiming Traffic Signals states, "An operating agency with a budget to retime traffic signals every three years, especially in developing areas and/or areas with sustained growth, will maintain a high quality of traffic operations."



City of Franklin, Tennessee

FY 2022 Operating Budget

Engineering & Traffic Operations Center

Paul P. Holzen, Director

Department summary (continued)

STORMWATER (Budget contained within Stormwater Fund)

The City of Franklin is granted authorization to discharge stormwater through its stormwater infrastructure and into receiving water bodies through a NPDES permit issued by the EPA and administered through TDEC. A condition of this permit coverage is that six minimum control measures are met by the end of the permit cycle. The City is required annually to submit an “annual report”, which is essentially a report to document the progress the City is making towards meeting its current permit requirements. Current minimum control measures are:

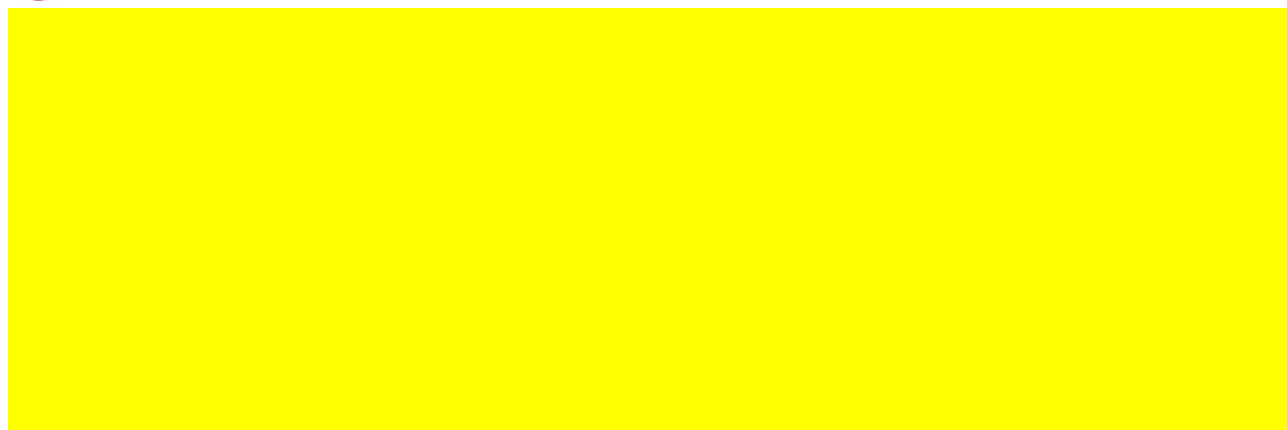
- 1) Public Education and Outreach
- 2) Public Involvement and Participation
- 3) Illicit Discharge Detection and Elimination
- 4) Construction Site Stormwater Runoff Control
- 5) Permanent Stormwater Management in Development and Redevelopment
- 6) Pollution Prevention for Municipal Operations

In addition to the above minimum control measures the City is required to do annual ambient monitoring which includes:

- 1) Macroinvertebrate Sampling
- 2) E.Coli Sampling
- 3) Visual Stream Assessments



COVID-19 Response & Impact





City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

Related Theme: Quality Life Experiences

Meeting transportation needs: Franklin will have a diverse transportation network that promotes, provides, and supports safe and efficient mobility choices for all, including driving, public transit, walking, and biking.

Goal: Implement our Congestion Management Program by coordinating traffic signals to insure optimum travel speed, reduce delay, reduce energy and fuel consumption and minimize stops. The City currently has five coordinated signal systems that include: Cool Springs Area (McEwen, Mallory Lane, Carothers Parkway and Cool Springs Blvd), SR 96 E (Murfreesboro Rd./Royal Oaks), Downtown Franklin (Main St, Fifth Ave, SR96 West), Hillsboro Road, Columbia Ave.

Baseline: Implement new traffic counts and signal timing plans on one coordinate system per year. A 2005 Institute of Transportation Engineers White Paper on Benefits of Retiming Traffic Signals states, "An operating agency with a budget to retime traffic signals every 3 years, especially in developing areas and/or areas with sustained growth, will maintain a high quality of traffic operations."

Key	
Strategic Plan: Franklin Forward	
Sustainable Franklin	

Workload (Output) Measures

Area or Corridor	Last Signal
1) Cool Springs Area	2016
2) Murfreesboro Road (SR-96)	2020
3) Downtown Franklin	2018
4) Hillsboro Road	2019
5) Columbia Avenue	2018
6) Goose Creek Bypass	2019

Outcome (Effectiveness) Measures

	2018	2019	2020*	2021*	2022*
Reduce percent of citizens reporting improvement in transportation/ reduction of traffic and lane improvements as the most important needs for Franklin.	41%	35%	35%	TBD	TBD
Target	35%	35%	35%	TBD	TBD
Meets Target?	No	Yes	Yes	TBD	TBD



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures



Increase inventory of transit hubs, park-and-ride sites, and alternative services in Franklin.

Baseline: Inventory of current transit hubs, number of park-and-ride parking slots, and description of alternative transportation services available in Franklin. (TMA)	136	136	136	TBD	TBD
Target	75	136	136	TBD	TBD
Meets Target?	Yes	Yes	Yes	TBD	TBD

Franklin Citizens Survey

		2016 Citizens Survey		2019 Citizens Survey	
		Excellent/ Good	Fair/Poor	Excellent/ Good	Fair/Poor
☒	% rating traffic flow on major streets as it relates to Franklin as a whole	26%	74%	37%	63%
☒	% rating ease of public parking as it relates to Franklin as a whole	53%	47%	47%	53%
☒	% rating ease of travel by car in Franklin as it relates to Franklin as a whole	48%	52%	56%	44%
☒	% rating ease of travel by public transportation in Franklin as it relates to Franklin as a whole	23%	77%	29%	71%
☒	% rating ease of travel of bicycle in Franklin as it relates to Franklin as a whole	35%	65%	36%	64%
☒	% rating ease of walking in Franklin as it relates to Franklin as a whole	58%	42%	67%	33%
☒	% rating the quality of Traffic signal timing	50%	50%	56%	44%

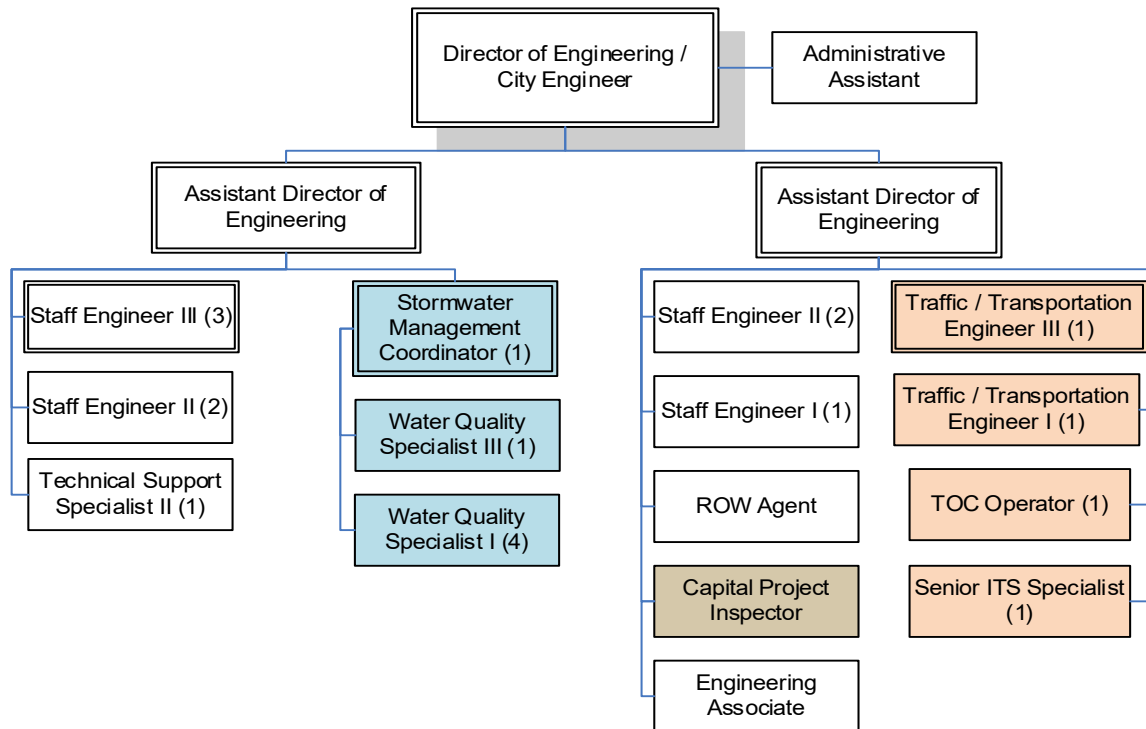
**2021 and 2022 are estimates*



City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart



1) Funding Allocation:

White: Positions funded through the Engineering budget are shaded in white.
Peach: The Traffic Eng III, Traffic Eng I and TOC Operator are included in TOC Budget.
Light Blue: Stormwater Coordinator, Wtr Qty Specialist I and II are funded out of the Stormwater Budget
Brown: Capital Project Inspector funded out of Capital Project Funds

2) For detailed counts and authorized positions, please see next page.



City of Franklin, Tennessee

FY 2022 Operating Budget

Staffing by Position

Position	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Engineering											
Director of Engineering	Grade M	1	0	1	0	1	0	1	0	1	0
Asst. Dir. Of Engineering	Grade K	2	0	2	0	2	0	2	0	2	0
Staff Engineer III	Grade J	2	0	3	0	3	0	3	0	3	0
Staff Engineer II	Grade I	4	0	4	0	4	0	4	0	4	0
Staff Engineer I	Grade G	0	0	0	0	1	0	1	0	1	0
Capital Projects Inspector	Grade H	0	0	0	0	1	0	1	0	1	0
Right of Way Agent	Grade H	1	0	1	0	1	0	1	0	1	0
Technical Support Specialist II	Grade F	1	0	1	0	1	0	1	0	1	0
Technical Support Specialist	Grade E	0	0	0	0	0	0	0	0	0	0
Engineering Associate	Grade E	1	0	1	0	1	0	1	0	1	0
Administrative Assistant	Grade D	1	0	1	0	1	0	1	0	1	0
Sub-total Budgeted Positions		13	0	14	0	16	0	16	0	16	0
Total Authorized Positions		13	0	14	0	16	0	16	0	16	0

Position	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Traffic Operations Center											
Traffic/Transportation Engineer III	Grade J	1	0	1	0	1	0	1	0	1	0
Traffic/Transportation Engineer II	Grade H	1	0	1	0	0	0	0	0	0	0
Traffic/Transportation Engineer I	Grade G	0	0	0	0	1	0	1	0	1	0
Senior ITS Specialist	Grade G	1	0	1	0	1	0	1	0	1	0
TOC Operator	Grade E	1	0	1	0	1	0	1	0	1	0
Sub-total budgeted positions		4	0	4	0	4	0	4	0	4	0



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget - Engineering

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	1,026,868	1,190,634	1,202,675	1,241,063	1,213,405	10,730	0.9%
Employee Benefits	352,313	418,945	440,622	448,932	479,449	38,827	21.1%
Total Personnel	1,379,181	1,609,579	1,643,296	1,689,995	1,692,854	49,558	16.1%
Operations							
Transportation Services	1,569	2,314	1,470	1,000	1,500	30	2.0%
Operating Services	5,030	1,661	3,051	1,500	2,000	(1,051)	-34.4%
Notices, Subscriptions, etc.	3,960	3,181	9,004	3,750	5,550	(3,454)	-38.4%
Utilities	4,938	5,222	6,021	4,925	5,025	(996)	-16.5%
Contractual Services	134,310	70,707	80,750	80,000	85,400	4,650	5.8%
Repair & Maintenance Services	318	1,393	2,324	1,000	3,500	1,176	50.6%
Employee programs	809	701	2,103	500	2,000	(103)	-4.9%
Professional Development/Travel	14,352	6,306	19,688	1,650	11,750	(7,938)	-40.3%
Office Supplies	4,181	4,542	7,329	2,200	5,705	(1,624)	-22.2%
Operating Supplies	2,451	741	4,200	4,250	4,300	100	2.4%
Fuel & Mileage	477	1,029	2,315	1,000	2,500	185	8.0%
Machinery & Equipment (<\$25,000)	17,514	46,420	17,625	14,000	48,000	30,375	172.3%
Repair & Maintenance Supplies	1,579	62	-	-	-	-	0.0%
Property & Liability Costs	8,813	8,900	9,285	6,980	7,271	(2,014)	-21.7%
Rentals	20					-	0.0%
Permits	6,178	1,665	6,400	2,500	2,530	(3,870)	-60.5%
Financial Fees	-	12	200	200	200	-	100.0%
Other Business Expenses	96	-	-	-	-	-	#DIV/0!
Interfund Reimbursement	(292,790)	(315,217)	(321,521)	(321,521)	(327,952)	(6,431)	2.0%
Total Operations	(86,195)	(160,361)	(149,756)	(196,066)	(140,721)	9,035	-6.0%
Capital							
Total Engineering	1,292,986	1,449,218	1,493,540	1,493,929	1,552,133	58,593	3.9%

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Personnel									
I=	81110	REGULAR PAY	1,026,740	1,226,449	1,190,587	1,244,001	712,570	1,240,823	1,315,192	1,380,952	1,449,999
-	81120	OVERTIME PAY	128	240	47	240	162	240	245	257	270
	81198	CAPITAL FUND CONTRIBUTION							(56,000)	(56,000)	(56,000)
	81199	VACANCY ADJUSTMENT		(41,320)		(41,567)			(46,032)	(48,333)	(50,750)
=	XWAGE	TOTAL WAGES	1,026,868	1,185,369	1,190,634	1,202,674	712,732	1,241,063	1,213,405	1,276,876	1,343,519
=	81410	FICA (EMPLOYER'S SHARE)	74,826	89,328	86,396	100,769	51,719	94,751	100,518	105,544	110,821
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	203,803	231,487	230,100	210,751	97,151	232,013	249,874	274,861	302,348
	81422	NEAR-SITE CLINIC (URGENT TEAM)					3,120	6,865	7,000	7,000	7,000
-	81425	VISION PREMIUMS	1,345	1,168	1,714	1,777	702	1,682	1,775	1,953	2,148
=	81430	DENTAL INSURANCE PREMIUMS	15,491	17,750	17,191	18,648	4,249	10,269	10,648	11,180	11,739
	81431	FSA ADMINISTRATION					61	91	91	91	91
=	81433	GROUP INSURANCE PREMIUMS					4,170	7,170	7,347	7,714	8,100
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(45,905)	(46,783)	(48,755)	(42,166)	(21,746)	(40,226)	(43,778)	(47,718)	(52,013)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	7,200		10,889	9,000		9,000	9,000	9,000	9,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS					(3,146)	(5,830)	(6,504)	(6,829)	(7,171)
-	81444	EE VISION INSURANCE CONTRIBUTIONS					(174)	(322)	(342)	(359)	(377)
I	81450	RETIREMENT CONTRIBUTIONS	73,607	80,968	90,377	99,672	49,190	98,380	103,523	113,875	125,263
	81455	DEFERRED COMP MATCH	14,963	15,626	17,256	19,102	10,930	19,081	19,291	20,256	21,268
	81456	TCRS CONTRIBUTIONS (CITY)			8,173	17,305	7,243	12,644	17,476	19,224	21,146
	81470	WORKERS COMPENSATION PREMIUMS	4,583	3,350	3,204	3,364	1,929	3,364	3,532	3,709	3,894
	81482	CAR ALLOWANCE	2,400	2,400	2,400	2,400	277				
=	XBEN	TOTAL BENEFITS	352,313	395,294	418,945	440,622	205,675	448,932	479,449	519,501	563,257
=	XPER	TOTAL PERSONNEL	1,379,181	1,580,663	1,609,579	1,643,296	918,407	1,689,995	1,692,854	1,796,377	1,906,776
		Operations									
	82110	MAILING & OUTBOUND SHIPPING SERVICES	1,560	1,400	2,305	1,470	338	1,000	1,500	1,530	1,560
	82130	VEHICLE LICENSES & TITLES	9		9						
=	XTRC	TOTAL TRANSPORTATION CHARGES	1,569	1,400	2,314	1,470	338	1,000	1,500	1,530	1,560
+	82210	PRINTING & COPYING SERVICES, OUTSOURCED	4,597	1,000	855	2,500	133	1,000	1,500	1,530	1,560
I	1	Various	4,597	2,500	549	2,500		1,000	1,500	1,530	1,560
	2	Adjustments from Workbooks		(1,500)	306		133				
	*	Amount missing from detail									
	82250	TESTING & PHYSICALS	433	525	730	551		500	500	510	520
	82299	OTHER OPERATING SERVICES			76						
=	XOPSV	TOTAL OPERATING SERVICES	5,030	1,525	1,661	3,051	133	1,500	2,000	2,040	2,080
	82310	LEGAL NOTICES	114	500	29	525		250	500	510	520
+	82350	DUES FOR MEMBERSHIPS	1,457	4,775	2,023	5,854	1,037	2,500	2,550	2,600	2,650
I	1	Various	1,457	4,775	2,023	5,854	1,037	2,500	2,550	2,600	2,650
	*	Amount missing from detail									
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)			30						

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	82371	EMERGENCY RELIEF			1,049		280	500			
	82373	RECRUITMENT	54								
+	82390	PUBLICATIONS, NON-TRAINING	2,335	1,000	50	2,625	88	500	2,500	2,500	2,500
	1	New/Updated Reference Materials	2,335	2,500		2,625		500	2,500	2,500	2,500
	2	Adjustments from Workbooks		(1,500)	50		88				
	*	Amount missing from detail									
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	3,960	6,275	3,181	9,004	1,405	3,750	5,550	5,610	5,670
	82435	SOLID WASTE SERVICE	50		25						
	82450	TELEPHONE SERVICE	966	952	1,003	999	253	1,000	1,020	1,040	1,060
	82451	800 MHZ ACCESS LINE SERVICE	101	115	1	121		100	105	110	115
	82455	CELLULAR TELEPHONE SERVICE	2,837	2,944	2,852	4,068	445	3,000	3,060	3,120	3,180
	82470	INTERNET & RELATED SERVICES	984	794	1,341	833	407	825	840	860	875
=	XUTIL	TOTAL UTILITIES	4,938	4,805	5,222	6,021	1,105	4,925	5,025	5,130	5,230
i	82510	COMPUTER SERVICES	16,413	15,000	19,037	15,750	5,942	20,000	20,400	20,800	21,225
+	82540	ENGINEERING SERVICES	117,897	15,000	16,171	50,000	25,000	50,000	50,000	50,000	50,000
	1	Annual Small Requests	117,897	60,000	16,171	50,000	25,000	50,000	50,000	50,000	50,000
	2	Adjustments from Workbooks		(45,000)							
	*	Amount missing from detail									
+	82560	CONSULTANT SERVICES		15,000	35,499	15,000		10,000	15,000	15,000	15,000
	1	Additional Survey Requests		20,000	24,999	15,000		10,000	15,000	15,000	15,000
	2	Adjustments from Workbooks		(5,000)	10,500						
	*	Amount missing from detail									
=	XCTS	TOTAL CONTRACTUAL SERVICES	134,310	45,000	70,707	80,750	30,942	80,000	85,400	85,800	86,225
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	47	1,000	269	1,050	29	500	1,000	1,020	1,040
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	271	1,213	1,124	1,274	132	500	2,500	2,550	2,600
	1	Various	271	1,213		1,274		500	2,500	2,550	2,600
	2	NovaCopy			1,124		132				
	*	Amount missing from detail									
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	318	2,213	1,393	2,324	161	1,000	3,500	3,570	3,640
	82750	EMPLOYEE RECOGNITION/RECEPTIONS	751	1,000	680	1,050		500	1,000	1,020	1,040
	82780	TRAINING, OUTSIDE		1,000		1,000			1,000	1,020	1,040
	82790	TRAINING, IN-HOUSE	58	50	21	53					
=	XEPG	TOTAL EMPLOYEE PROGRAMS	809	2,050	701	2,103		500	2,000	2,040	2,080
+	82810	REGISTRATIONS	11,214	4,500	3,609	7,875	335	1,000	5,000	5,100	5,200
	1	Continuing Education/Professional Development	11,214	6,500	2,925	7,875		1,000	5,000	5,100	5,200
	2	Adjustments from workbooks		(2,000)	684		335				
	*	Amount missing from detail									
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	204	700	685	2,310			1,000	1,020	1,040
	1	Continuing Education/Professional Development	204	2,000	70	2,310			1,000	1,020	1,040
	2	Adjustments from workbooks		(1,300)	615						
	*	Amount missing from detail									
+	82830	AIR TRAVEL	909			2,310			1,500	1,530	1,560
	1	Continuing Education/Professional Development	909	2,000		2,310			1,500	1,530	1,560
	2	Adjustments from workbooks		(2,000)							

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	*	Amount missing from detail									
+	82840	LODGING	1,515	2,000	1,595	4,725			2,500	2,550	2,600
	1	Continuing Education/Professional Development	1,515	3,500	1,295	4,725			2,500	2,550	2,600
	2	Adjustments from Workbooks		(1,500)	300						
	*	Amount missing from detail									
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	510	1,000	417	2,205	48	500	1,500	1,530	1,560
	1	Continuing Education/Professional Development	510	1,500	241	2,205		500	1,500	1,530	1,560
	2	Adjustments from Workbooks		(500)	176		48				
	*	Amount missing from detail									
+	82890	OTHER TRAVEL EXPENSES		50		263		150	250	255	260
	1	Continuing Education/Professional Development		250		263		150	250	255	260
	2	Adjustments from Workbooks		(200)							
	*	Amount missing from detail									
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	14,352	8,250	6,306	19,688	383	1,650	11,750	11,985	12,220
	83110	OFFICE SUPPLIES	1,243	3,780	1,869	3,969	137	1,500	2,500	2,550	2,600
	83130	EMPLOYEE BENEVOLENCE ITEMS	121	200		210		200	205	210	215
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	2,817	3,000	2,673	3,150		500	3,000	3,060	3,120
=	XOFS	TOTAL OFFICE SUPPLIES	4,181	6,980	4,542	7,329	137	2,200	5,705	5,820	5,935
	83250	SAFETY SUPPLIES	932	1,500	274	1,575		1,500	1,500	1,500	1,500
	83260	UNIFORMS PURCHASED	1,519	2,573	282	2,625		2,500	2,550	2,600	2,650
	83270	CONSUMABLE TOOLS			185			250	250	255	260
=	XOPS	TOTAL OPERATING SUPPLIES	2,451	4,073	741	4,200		4,250	4,300	4,355	4,410
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	477	2,205	970	2,315	160	1,000	2,500	2,550	2,600
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)			59						
=	XFUEL	TOTAL FUEL & MILEAGE	477	2,205	1,029	2,315	160	1,000	2,500	2,550	2,600
+	83510	FURNITURE, FIXTURES (<\$25,000)	1,021	2,500	540	2,625		1,000	1,500	1,530	1,560
	1	New/Replacement Furniture	1,021	2,500	360	2,625		1,000	1,500	1,530	1,560
	2	FY 2018 PER - TOC Conference Room Furniture			180						
	*	Amount missing from detail									
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	343	5,000	9,958	5,000	5,000	5,000	22,500	5,000	5,000
	1	New Copy Machine							17,500		
	2	Small Equipment	343	5,000	9,958	5,000	5,000	5,000	5,000	5,000	5,000
	*	Amount missing from detail									
+	83540	COMPUTER HARDWARE (<\$25,000)	15,813	16,000	31,287	2,500	1,632	3,000	19,000	21,250	3,500
	1	Replacement/New Computers	15,813	16,000	31,287	2,500	1,632	3,000	12,250	21,250	3,500
	2	Replacement/New Tablets							6,750		
	*	Amount missing from detail									
+	83550	COMPUTER SOFTWARE (<\$25,000)	337	7,500	4,635	7,500		5,000	5,000	5,000	5,000
	1	Various	337	7,500		7,500		5,000	5,000	5,000	5,000
	2	Dragon Software (dictation of meeting minutes)			4,635						
	*	Amount missing from detail									
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	17,514	31,000	46,420	17,625	6,632	14,000	48,000	32,780	15,060
	83620	EQUIPMENT PARTS & SUPPLIES	1,219		136						
	83649	FIBER OPTIC SUPPLIES	360		(74)						

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
= XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	1,579		62						
85110	PROPERTY INSURANCE	1,193	1,037	1,095	1,150	1,079	1,079	1,133	1,190	1,249
85111	FRAUD INSURANCE	901	238	1,002		1,293	1,293	1,357	1,425	1,497
85112	INLAND MARINE INSURANCE	191	180	191	201	192	192	202	212	222
85113	AUTO PHYSICAL DAMAGE	219	239	182	191	55	200	210	221	232
85115	LIABILITY INSURANCE	1,190	2,127	1,148	2,258	1,118	1,118	1,174	1,233	1,294
85116	E&O LIABILITY INSURANCE	2,121	2,020	2,295	2,410	1,409	1,409	1,479	1,553	1,631
85117	VEHICLE LIABILITY INSURANCE	2,115	2,346	1,869	1,962	540	540	567	595	625
85119	UMBRELLA LIABILITY	833	783	965	1,013	999	999	1,049	1,101	1,156
+ 85140	SURETY/NOTARY BONDS	50	100	153	100		150	100	100	100
1	Various	50	100	68	100		150	100	100	100
2				85						
*	Amount missing from detail									
= XPLC	TOTAL PROPERTY & LIABILITY COSTS	8,813	9,070	8,900	9,285	6,684	6,980	7,271	7,630	8,006
85220	PROPERTY TAX-RENTAL PROPERTY	20								
= XRENT	TOTAL RENTALS	20								
+ 85320	STATE FEES	4,365	4,860	480	5,400	280	1,500	1,530	1,560	1,590
05	Various	4,365	4,860		5,400		1,500	1,530	1,560	1,590
06				480		280				
*	Amount missing from detail									
85340	RECORDING & FILING FEES	1,813		1,185	1,000	684	1,000	1,000	1,000	1,000
= XPERM	TOTAL PERMITS	6,178	4,860	1,665	6,400	964	2,500	2,530	2,560	2,590
85530	E-COMMERCE FEES	96	200	12	200		200	200	200	200
= XFLF	TOTAL FINANCIAL FEES	96	200	12	200		200	200	200	200
87510	REIMB OF INTERFUND SERVICES	(292,790)	(315,217)	(315,217)	(321,521)	(118,071)	(321,521)	(327,952)	(334,511)	(341,202)
= XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(292,790)	(315,217)	(315,217)	(321,521)	(118,071)	(321,521)	(327,952)	(334,511)	(341,202)
= XOP	TOTAL OPERATIONS	(86,195)	(185,311)	(160,361)	(149,756)	(69,027)	(196,066)	(140,721)	(160,911)	(183,696)
	Capital									
= XTOT	TOTAL EXPENDITURES	1,292,986	1,395,352	1,449,218	1,493,540	849,380	1,493,929	1,552,133	1,635,466	1,723,080



City of Franklin, Tennessee

FY 2022 Operating Budget

Traffic Operations Center

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	317,877	268,317	283,266	222,030	283,776	510	0.2%
Employee Benefits	90,640	94,319	117,189	98,371	121,303	4,114	3.5%
Total Personnel	408,517	362,636	400,455	320,401	405,079	4,624	1.2%
Operations							
Transportation Services	157	320	245	200	250	5	2.0%
Operating Services	128	227	276	150	250	(26)	-9.4%
Notices, Subscriptions, etc.	1,729	3,750	8,400	5,400	6,050	(2,350)	-28.0%
Utilities	3,260	3,855	3,948	3,750	3,865	(83)	-2.1%
Contractual Services	103,846	306,890	360,000	151,000	206,000	(154,000)	-42.8%
Repair & Maintenance Services	6,419	14,864	5,368	5,250	7,900	2,532	47.2%
Employee programs	480	254	6,441	750	3,400	(3,041)	-47.2%
Professional Development/Travel	11,145	2,791	14,175	1,100	8,250	(5,925)	-41.8%
Office Supplies	965	1,308	1,599	900	1,600	1	0.1%
Operating Supplies	1,359	1,015	2,524	4,000	5,500	2,976	117.9%
Fuel & Mileage	553	1,243	551	500	600	49	8.9%
Machinery & Equipment (<\$25,000)	146,128	84,032	84,000	77,500	89,500	5,500	6.5%
Repair & Maintenance Supplies	3,816	48,272	25,500	12,600	50,500	25,000	98.0%
Property & Liability Costs	15,219	14,550	15,278	12,244	12,856	(2,422)	-15.9%
Permits	850	195	1,701	500	500	(1,201)	-70.6%
Other Business Expenses	19	-	56	60	65	9	16.1%
Total Operations	296,073	483,566	530,062	275,904	397,086	(132,976)	-25.1%
Infrastructure	23,473	72,703	150,000	90,000	715,000	565,000	376.7%
Machinery & Equipment (>\$25,000)	237,693	20,161	2,000,000	1,000,000	1,000,000	(1,000,000)	-50.0%
Capital	261,166	92,864	2,150,000	1,090,000	1,715,000	(435,000)	-20.2%
Total TOC	965,756	939,066	3,080,517	1,686,305	2,517,165	(563,352)	-18.3%

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Personnel									
I=	81110	REGULAR PAY	315,997	324,060	265,007	292,153	126,980	221,030	292,800	307,440	322,812
-	81120	OVERTIME PAY	1,880	1,200	3,310	1,200	78	1,000	1,224	1,285	1,349
	81199	VACANCY ADJUSTMENT		(10,172)		(10,087)			(10,248)	(10,760)	(11,298)
=	XWAGE	TOTAL WAGES	317,877	315,088	268,317	283,266	127,058	222,030	283,776	297,965	312,863
=	81410	FICA (EMPLOYER'S SHARE)	22,653	24,146	19,516	22,442	9,220	16,985	22,493	23,618	24,799
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	45,742	65,843	48,875	68,758	21,569	51,766	70,454	77,499	85,249
	81422	NEAR-SITE CLINIC (URGENT TEAM)					720	1,440	1,440	1,440	1,440
-	81425	VISION PREMIUMS	326	217	381	482	159	384	481	529	582
-	81430	DENTAL INSURANCE PREMIUMS	3,079	5,076	3,502	4,993	907	2,216	3,056	3,209	3,369
=	81433	GROUP INSURANCE PREMIUMS					777	1,337	1,755	1,843	1,935
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(13,632)	(13,650)	(11,514)	(14,665)	(4,892)	(9,039)	(12,503)	(13,628)	(14,855)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	3,000		3,111	2,000		2,000	2,000	2,000	2,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS					(705)	(1,301)	(1,951)	(2,049)	(2,151)
-	81444	EE VISION INSURANCE CONTRIBUTIONS					(40)	(74)	(94)	(99)	(104)
I	81450	RETIREMENT CONTRIBUTIONS	22,082	24,290	22,594	22,148	10,931	21,862	23,005	25,306	27,836
	81455	DEFERRED COMP MATCH	6,712	7,249	(63)						
	81456	TCRS CONTRIBUTIONS (CITY)			7,222	10,331	3,500	6,118	10,433	11,476	12,624
	81470	WORKERS COMPENSATION PREMIUMS	678	235	695	700	4,197	4,677	735	772	810
=	XBEN	TOTAL BENEFITS	90,640	113,406	94,319	117,189	46,343	98,371	121,303	131,916	143,534
=	XPER	TOTAL PERSONNEL	408,517	428,494	362,636	400,455	173,401	320,401	405,079	429,881	456,397
		Operations									
	82110	MAILING & OUTBOUND SHIPPING SERVICES	130	158	302	166	13	150	200	205	210
	82130	VEHICLE LICENSES & TITLES	27	75	18	79		50	50	55	60
=	XTRC	TOTAL TRANSPORTATION CHARGES	157	233	320	245	13	200	250	260	270
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	38	263	227	276		150	250	255	260
	82250	TESTING & PHYSICALS	90								
=	XOPSV	TOTAL OPERATING SERVICES	128	263	227	276		150	250	255	260
+	82310	LEGAL NOTICES	658	1,000	2,656	2,625		1,500	2,000	2,050	2,100
	1	Various	658	2,500	860	2,625		1,500	2,000	2,050	2,100
	2	Adjustments from Workbooks		(1,500)	1,796						
	*	Amount missing from detail									
+	82350	DUES FOR MEMBERSHIPS	690	2,000	1,021	4,725		2,500	2,550	2,600	2,650
	01	Various	690	4,500	1,021	4,725		2,500	2,550	2,600	2,650
	02	Adjustments from Workbooks		(2,500)							
	*	Amount missing from detail									
	82371	EMERGENCY RELIEF			73		212	400			
+	82390	PUBLICATIONS, NON-TRAINING	381			1,050		1,000	1,500	1,500	1,500
	1	Updated/New Reference Materials	381	1,000		1,050		1,000	1,500	1,500	1,500

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	2	Adjustments from Workbooks		(1,000)							
	*	Amount missing from detail									
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	1,729	3,000	3,750	8,400	212	5,400	6,050	6,150	6,250
	82450	TELEPHONE SERVICE	710	694	669	729	169	700	750	765	780
	82451	800 MHZ ACCESS LINE SERVICE	95	111	1	117		50	55	60	65
	82455	CELLULAR TELEPHONE SERVICE	1,471	2,160	1,844	2,268	285	2,000	2,040	2,080	2,120
	82470	INTERNET & RELATED SERVICES	984	794	1,341	834	407	1,000	1,020	1,040	1,060
=	XUTIL	TOTAL UTILITIES	3,260	3,759	3,855	3,948	860	3,750	3,865	3,945	4,025
+	82510	COMPUTER SERVICES	42,973	25,000	5,007	30,000	1,013	21,000	21,000	21,000	22,500
	1	Annual Software Subscription/Maintenance	42,973	30,000	3,591	30,000		5,000	5,000	5,000	5,000
	2	Siemens TACTICS Annual Maintenance						16,000	16,000	16,000	17,500
	3	Adjustments from Workbooks		(5,000)	1,416		1,013				
	*	Amount missing from detail									
+	82540	ENGINEERING SERVICES	60,873	200,000	263,321	300,000	52,801	100,000	125,000	127,500	130,000
	1	Various	60,873	300,000	47,286	300,000		100,000			
	2	Adjustments from Workbooks		(100,000)	216,035		52,801				
	3	Signal Retiming							125,000	127,500	130,000
	*	Amount missing from detail									
+	82560	CONSULTANT SERVICES		20,000	38,562	30,000		30,000	60,000	60,000	60,000
	1	Annual Traffic Count Program		60,000	8,110	60,000		30,000	45,000	45,000	45,000
	2	Incidental Requests (e.g. Traffic Calming)							15,000	15,000	15,000
	3	Adjustments from Workbooks		(40,000)		(30,000)					
	4	Previous Amount Missing from Detail			30,452						
	*	Amount missing from detail									
=	XCTS	TOTAL CONTRACTUAL SERVICES	103,846	245,000	306,890	360,000	53,814	151,000	206,000	208,500	212,500
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	6,142	350	290	368	6	250	400	410	420
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	277	10,000	14,574	5,000		5,000	7,500	7,650	7,800
	1	Various	277	10,000	4,913	10,000		5,000	7,500	7,650	7,800
	2	Adjustments from Workbooks			9,661	(5,000)					
	*	Amount missing from detail									
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	6,419	10,350	14,864	5,368	6	5,250	7,900	8,060	8,220
	82750	EMPLOYEE RECOGNITION/RECEPTIONS	480	420	254	441		250	400	410	420
+	82780	TRAINING, OUTSIDE				3,000			1,500	1,500	1,500
	1	Various		3,000		3,000			1,500	1,500	1,500
	2	Adjustments to Workbooks		(3,000)							
	*	Amount missing from detail									
+	82790	TRAINING, IN-HOUSE				3,000		500	1,500	1,500	1,500
	1	Various		3,000		3,000		500	1,500	1,500	1,500
	2	Adjustments to Workbooks		(3,000)							
	*	Amount missing from detail									
=	XEPG	TOTAL EMPLOYEE PROGRAMS	480	420	254	6,441		750	3,400	3,410	3,420
+	82810	REGISTRATIONS	5,491	500	470	3,150		1,000	2,500	2,550	2,600
	1	Continuing Education/Professional Development	5,491	3,000	150	3,150		1,000	2,500	2,550	2,600
	2	Adjustments to Workbooks		(2,500)							

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	3	Previous Amount Missing from Detail			320						
	*	Amount missing from detail									
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	625	500	215	1,050			500	510	520
	1	Continuing Education/Professional Development	625	1,000	209	1,050			500	510	520
	2	Adjustments to Workbooks		(500)	6						
	*	Amount missing from detail									
+	82830	AIR TRAVEL	709	500	302	1,575			1,500	1,530	1,560
	1	Continuing Education/Professional Development	709	1,500	302	1,575			1,500	1,530	1,560
	2	Adjustments to Workbooks		(1,000)							
	*	Amount missing from detail									
+	82840	LODGING	3,399	1,500	1,298	5,250			2,500	2,550	2,600
	1	Continuing Education/Professional Development	3,399	5,000	1,298	5,250			2,500	2,550	2,600
	2	Adjustments to Workbooks		(3,500)							
	*	Amount missing from detail									
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	913	500	506	2,625	48	100	1,000	1,020	1,040
	1	Continuing Education/Professional Development	913	2,500	394	2,625		100	1,000	1,020	1,040
	2	Adjustments to Workbooks		(2,000)	112		48				
	*	Amount missing from detail									
+	82890	OTHER TRAVEL EXPENSES	8			525			250	255	260
	1	Continuing Education/Professional Development	8	500		525			250	255	260
	2	Adjustments to Workbooks		(500)							
	*	Amount missing from detail									
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	11,145	3,500	2,791	14,175	48	1,100	8,250	8,415	8,580
	83110	OFFICE SUPPLIES	627	893	913	938	13	500	1,000	1,020	1,040
	83130	EMPLOYEE BENEVOLENCE ITEMS	200	105		110			100	105	110
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	138	525	395	551		400	500	510	520
=	XOFS	TOTAL OFFICE SUPPLIES	965	1,523	1,308	1,599	13	900	1,600	1,635	1,670
+	83250	SAFETY SUPPLIES		525	765	551		500	1,500	1,500	1,500
	1										
	2	Various		525	765	551		500	1,500	1,500	1,500
	*	Amount missing from detail									
	83260	UNIFORMS PURCHASED	497	578	250	607		500	500	510	520
	83270	CONSUMABLE TOOLS	280	250		263	60	2,500	2,500	2,500	2,500
	83299	OTHER OPERATING SUPPLIES	582	1,050		1,103		500	1,000	1,020	1,040
=	XOPS	TOTAL OPERATING SUPPLIES	1,359	2,403	1,015	2,524	60	4,000	5,500	5,530	5,560
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	553	525	1,243	551	273	500	600	610	620
=	XFUEL	TOTAL FUEL & MILEAGE	553	525	1,243	551	273	500	600	610	620
	83510	FURNITURE, FIXTURES (<\$25,000)	1,085						1,500	1,500	1,500
	83520	VEHICLES (<\$25,000)	3,750								
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	131,240	52,500	77,652	60,000	2,715	60,000	75,000	60,000	60,000
	1	Various	131,240	52,500	46,265	75,000		60,000		60,000	60,000
	2	Signal Test Equipment							7,500		
	3	MioVision Camera			31,387		2,715				
	4	TOC Equipment Maintenance							5,000		
	5	New/Upgrade Network Switches (ITS/Signal)							12,500		

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
6	New/Upgrade Traffic Signal Controllers							17,500		
7	Additional Smart Security Locks & Keys							7,500		
8	Replacement CCTV Traffic Cameras							25,000		
9	Adjustment from Workbooks				(15,000)					
*	Amount missing from detail									
+ 83540	COMPUTER HARDWARE (<\$25,000)	2,182	2,500	6,212	14,000	7,656	12,500	3,000	6,000	18,500
01	Replacement/New Computers	2,182	2,500	6,212	14,000		12,500	3,000	6,000	18,500
02	Cisco Video Matrix - Lease Payment (moved to Lease 86600)					7,656				
*	Amount missing from detail									
+ 83550	COMPUTER SOFTWARE (<\$25,000)	7,871	10,000	168	10,000		5,000	10,000	10,000	10,000
1	Various	7,871	10,000	168	10,000		5,000	10,000	10,000	10,000
*	Amount missing from detail									
= XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	146,128	65,000	84,032	84,000	10,371	77,500	89,500	77,500	90,000
+ 83620	EQUIPMENT PARTS & SUPPLIES	2,419	4,500	242	10,000		5,000	5,000	5,000	5,000
01	Various	2,419	4,500	189	10,000		5,000	5,000	5,000	5,000
02	Adjustments from Workbooks			53						
*	Amount missing from detail									
83641	TRAFFIC SIGNAL PARTS & SUPPLIES	635		38,607	10,000		5,000	10,000	10,000	10,000
83644	TRAFFIC CALMING SUPPLIES							30,000	30,000	30,000
83649	FIBER OPTIC SUPPLIES		5,250	8,803	5,500	90	2,500	5,000	5,000	5,000
83660	BUILDING MAINTENANCE SUPPLIES	419								
83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	343		620		42	100	500	500	500
= XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	3,816	9,750	48,272	25,500	132	12,600	50,500	50,500	50,500
85110	PROPERTY INSURANCE	1,193	1,253	1,095	1,150	1,079	1,079	1,133	1,190	1,249
85111	FRAUD INSURANCE	2,604	2,734	2,420		2,813	2,813	2,953	3,101	3,256
85112	INLAND MARINE INSURANCE	84	88	84	88	85	85	89	94	98
85113	AUTO PHYSICAL DAMAGE			37	39	57	57	60	63	66
85115	LIABILITY INSURANCE	2,802	2,942	2,773	5,453	2,432	2,432	2,554	2,682	2,816
85116	E&O LIABILITY INSURANCE	6,129	6,435	5,543	5,820	3,065	3,065	3,218	3,379	3,548
85117	VEHICLE LIABILITY INSURANCE			267	280	540	540	567	595	625
85119	UMBRELLA LIABILITY	2,407	2,527	2,331	2,448	2,173	2,173	2,282	2,396	2,516
= XPLC	TOTAL PROPERTY & LIABILITY COSTS	15,219	15,979	14,550	15,278	12,244	12,244	12,856	13,500	14,174
85320	STATE FEES	850	1,620	195	1,701		500	500	510	520
= XPERM	TOTAL PERMITS	850	1,620	195	1,701		500	500	510	520
85530	E-COMMERCE FEES	19	53		56		60	65	70	75
= XFLF	TOTAL FINANCIAL FEES	19	53		56		60	65	70	75
= XOP	TOTAL OPERATIONS	296,073	363,378	483,566	530,062	78,047	275,904	397,086	388,850	406,644

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Capital									
+	89470	TRAFFIC SIGNALS	23,473	50,000	72,703	150,000	17,146	90,000	715,000	625,000	
	1	Various	23,473	150,000							
	2	Adjustments from Workbooks		(100,000)	72,703		17,146				
	3	Murfreesboro Road (SR-96) Traffic Signal Improvements (CMAQ)				150,000		90,000	715,000	625,000	
	*	Amount missing from detail									
=	XINFR	TOTAL INFRASTRUCTURE	23,473	50,000	72,703	150,000	17,146	90,000	715,000	625,000	
=	89520	VEHICLES (>\$25,000)	31,495								
+	89530	MACHINERY & EQUIPMENT (>\$25,000)	124,644	2,300,000	20,161	2,000,000		1,000,000	1,000,000		
	01	Cool Springs Adaptive Signal Control (80/20 Match MPO)						1,000,000	250,000		
	02	Franklin ITS Extention (80/20 Match)							750,000		
	03	Various	124,644	2,250,000	23,165	2,250,000					
	04	Adjustments from Workbooks				(250,000)					
	05	FY 2020 PER - Secure Access Control for Traffic Signals & ITS		50,000	(3,004)						
	*	Amount missing from detail									
	89532	MACHINERY & EQUIPMENT (>\$25,000) GRANT	54								
+	89550	COMPUTER SOFTWARE (>\$25,000)	81,500								150,000
	1	TOC Central System Software	81,500								150,000
	*	Amount missing from detail									
=	XMEO	TOTAL MACHINERY & EQUIPMENT (>\$25,000)	237,693	2,300,000	20,161	2,000,000		1,000,000	1,000,000		150,000
=	XCAP	TOTAL CAPITAL	261,166	2,350,000	92,864	2,150,000	17,146	1,090,000	1,715,000	625,000	150,000
=	XTOT	TOTAL EXPENDITURES	965,756	3,141,872	939,066	3,080,517	268,594	1,686,305	2,517,165	1,443,731	1,013,041



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Engineering						
1	Vehicle Replacement	\$ -	\$ -	\$ 35,000	\$ 35,000	
Total		\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -
TOC						
1	Reclassification of Sr. ITS Specialist to ITS Project Manager	\$ 7,000	\$ 2,100	\$ -	\$ 9,100	
2	Reclassification of TOC Operator to ITS Specialist	\$ 5,500	\$ 1,650	\$ -	\$ 7,150	
3	Dedicated Traffic Calming / Pedestrian Crossing Upgrade Budget	\$ -	\$ -	\$ 75,000	\$ 75,000	
4	Emergency Vehicle Preemption for Mallory Lane	\$ -	\$ -	\$ 80,000	\$ 80,000	
5	Replacement Vehicle	\$ -	\$ -	\$ 35,000	\$ 35,000	
6	Road Impact Fee Review	\$ -	\$ -	\$ 50,000	\$ 50,000	
Total		\$ 12,500	\$ 3,750	\$ 240,000	\$ 256,250	\$ -
		<u>Compensation</u>	<u>Benefits</u>	<u>Expenses</u>	<u>Total</u>	
Total G/F Requests		\$ 12,500	\$ 3,750	\$ 275,000	\$ 291,250	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ 75,000
	A Effective and Fiscally Sound City Government Providing High Quality Service	\$ 166,250
	Quality Life Experiences	\$ -
	Sustainable Growth & Economic Prosperity	\$ 50,000
Totals		\$ 291,250

Traditional Allocations

	Personnel	\$ 16,250
	Operations	\$ 125,000
	Equipment	\$ 70,000
	Capital	\$ 80,000
Total		\$ 291,250

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	1	of	1
	Department:	41600 ENGINEERING				
	Division:	Engineering				
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Replacement Vehicle				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$0	\$0
Expenses			
89520 VEHICLES (>\$25,000)	\$35,000		\$35,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$35,000	\$0	\$35,000

PURPOSE / DESCRIPTION OF REQUEST
The purpose of this PER is to replace an older vehicle being used by the Engineering Department staff. Fleet Maintenance has consistently stated that departments should look to replace vehicles after 10 years of service. This PER would replace a 2008 Chevrolet Trailblazer.

SERVICE IMPLICATION
The current vehile has general wear and tear consistent with a vehicle of its age (13 years), which is likely to result in in creased maintenance costs for the City.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	1	of	6
	Department:	41610 TRAFFIC OPERATIONS CENTER (TOC)				
	Division:	Traffic Operations Center (TOC)				
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Reclassification of Sr. ITS Specialist to ITS Project Manager				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81100 SALARIES & WAGES		\$7,000	\$7,000
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$2,100	\$2,100
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$9,100	\$9,100

PURPOSE / DESCRIPTION OF REQUEST
This PER would reclassify the current Sr. ITS Specialist to ITS Project Manager. This employee is a consistently high performer. This reclassification will for the ITS Project Manager to handle the day-to-day workload of managing the smaller capital projects that are assigned to the Traffic Operations Center (TOC), and it would allow the Traffic Engineer 3 to focus more attention on alderman/citizen requests, larger projects, and general operation of the TOC.

SERVICE IMPLICATION
Failure to approve this PER will result in continued delay in delivering TOC-related projects by requiring the Staff Engineer 3 to be "hand-on" with every aspect of project management within the TOC. Failure to approve the PER could also result in the loss of a consistent high performing employee.

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

2

of

6

Department:

41610 TRAFFIC OPERATIONS CENTER (TOC)

Division:

Traffic Operations Center (TOC)

FranklinForward Theme:

An Effective and Fiscally Sound City Government Providing High Quality Service

Title:

Reclassification of TOC Operator to ITS Specialist

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81100 SALARIES & WAGES		\$5,500	\$5,500
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$1,650	\$1,650
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$7,150	\$7,150

PURPOSE / DESCRIPTION OF REQUEST

This PER would promote the current TOC Operator to the position of ITS Specialist. The ITS Specialist position would assist with the inspection and configuration of traffic and ITS devices, including wiring, software configuration, setup and data management. The current employee is already performing some of these duties, while shadowing our Sr. ITS Specialist. This position will allow for the continued presence of a technician that is dedicated to ITS and TOC equipment and software, in the event of staff turnover.

SERVICE IMPLICATION

It is anticipated that this reclassification would proceed in concert with the reclassification of the Sr. ITS Specialist to ITS Project Manager. This would allow the ITS Specialist to takeover many of the day-to-day technician duties within the TOC. Without this position, our devices, including knowledgebase of configuration and maintenance of the devices, will be severely diminished. Downtime could be extended should an incident occur with our devices if this position is not filled.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	3	of	6
	Department:	41610 TRAFFIC OPERATIONS CENTER (TOC)				
	Division:	Traffic Operations Center (TOC)				
	FranklinForward Theme:	A Safe, Clean, Livable City				
	Title:	Dedicated Traffic Calming / Pedestrian Crossing Upgrade Budget				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$0	\$0
Expenses			
83644 TRAFFIC CALMING SUPPLIES		\$75,000	\$75,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$75,000	\$75,000

PURPOSE / DESCRIPTION OF REQUEST

This PER would result in a source of dedicated funding, within the TOC annual budget, for the procurement of traffic calming supplies (e.g. speed cushions/humps, signage, driver feedback signs, etc.) and pedestrian crossing upgrades (e.g. Rectangular Rapid Flashing Becons, signage, etc.).

Over the last 2 years, the City has spent approximately \$60,000 per year on traffic calming and pedestrian crossing upgrades, while only having a dedicated budget of \$30,000. This has resulted in the TOC repurposing funds that were intended to procure replacement traffic monitoring cameras and new testing hardware. It is also important to note that there are already 2 large traffic calming projects on-hold due to insufficient funding.

SERVICE IMPLICATION

Failure to approve this request will result in 1 of the following outcomes:

- (1) Continued delay in replacing defective and outdated ITS equipment in an effort to reallocate those intended funds to traffic calming; or
- (2) Increased delay in the implementation of alderman/citizen requested traffic calming and pedestrian crossing enhancement requests.

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

4

of

6

Department:

41610 TRAFFIC OPERATIONS CENTER (TOC)

Division:

Traffic Operations Center (TOC)

FranklinForward Theme:

An Effective and Fiscally Sound City Government Providing High Quality Service

Title:

Emergency Vehicle Preemption for Mallory Lane

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89470 TRAFFIC SIGNALS	\$80,000		\$80,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$80,000	\$0	\$80,000

PURPOSE / DESCRIPTION OF REQUEST

The purpose of this PER is to provide updated and working emergency vehicle preemption to the the thirteen (13) traffic signals on North Royal Oaks/Mallory Lane, from Lakeview Drive to Seaboard Lane. The current preemption systems at these intersections are outdated and in various states of disrepair. Therefore, the existing preemption system provides little consistent benefit to emergency vehicles that travel this corridor. This equipment would be procured and installed by City staff.

SERVICE IMPLICATION

Failure to implement this request will leave the current system as-is, which is of little benefit to the emergency vehicles. An updated system would help provide the best response times possible along this busy corridor.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	5	of	6
	Department:	41610 TRAFFIC OPERATIONS CENTER (TOC)				
	Division:	Traffic Operations Center (TOC)				
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Replacement Vehicle				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89520 VEHICLES (>\$25,000)	\$35,000		\$35,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$35,000	\$0	\$35,000

PURPOSE / DESCRIPTION OF REQUEST
The purpose of this PER is to replace an older vehicle being used by the TOC staff. Fleet Maintenance has consistently stated that departments should look to replace vehicles after 10 years of service. This PER would replace a 2008 Ford F-150 pick-up truck.

SERVICE IMPLICATION
The current vehile has general wear and tear consistent with a vehicle of its age (13 years), which is likely to result in in creased maintenance costs for the City.

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

6

of

6

Department:

41610 TRAFFIC OPERATIONS CENTER (TOC)

Division:

Traffic Operations Center (TOC)

FranklinForward Theme:

An Effective and Fiscally Sound City Government Providing High Quality Service

Title:

Road Impact Fee Review

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
82560 CONSULTANT SERVICES	\$50,000		\$50,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$50,000	\$0	\$50,000

PURPOSE / DESCRIPTION OF REQUEST

The purpose of this PER is to hire a consultant to assist staff in reviewing the City's Arterial and Collector Road Impact Fees. It has been 5 years since the last comprehensive review, and it is necessary to re-examine them to see if a) they are keeping up with the relative cost of growth and new infrastructure, and b) account for changes in the community within the last five years.

This can be paid for directly out of the Road Impact Fee Fund.

SERVICE IMPLICATION

Failure to assess the current viability of the Road Impact Fees will at best delay and at worst increase the burden on Franklin taxpayers to pay for new infrastructure in the City.



File #: 21-01756

DATE: February 11, 2021
TO: Budget & Finance Committee
FROM: Tom Marsh, Director of BNS
SUBJECT:

Budget Presentation - Building & Neighborhood Services & Community Development Block Grant (CDBG) Fund

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the Building & Neighborhood Services Department and Community Development Block Grant (CDBG) Fund budget requests for FY 2021-2022.

BACKGROUND/STAFF COMMENTS:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that the Budget & Finance Committee acknowledge the presentation of the Building & Neighborhood Services Department and Community Development Block Grant (CDBG) Fund budget requests.



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Building & Neighborhood Services

Tom Marsh, Director

Alex Brown, Assistant Director – Development Services

Patrick Virrill, Assistant Director – Building Services



City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 2

Outline

- Purpose of Department**
- Organization Chart**
- Base Budget Request**
 - Personnel**
 - Operations**
 - Capital**
- Program Enhancements**
- Summary**
- 3-5 Year Plan**
- CDBG**



City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 3

Purpose of Department

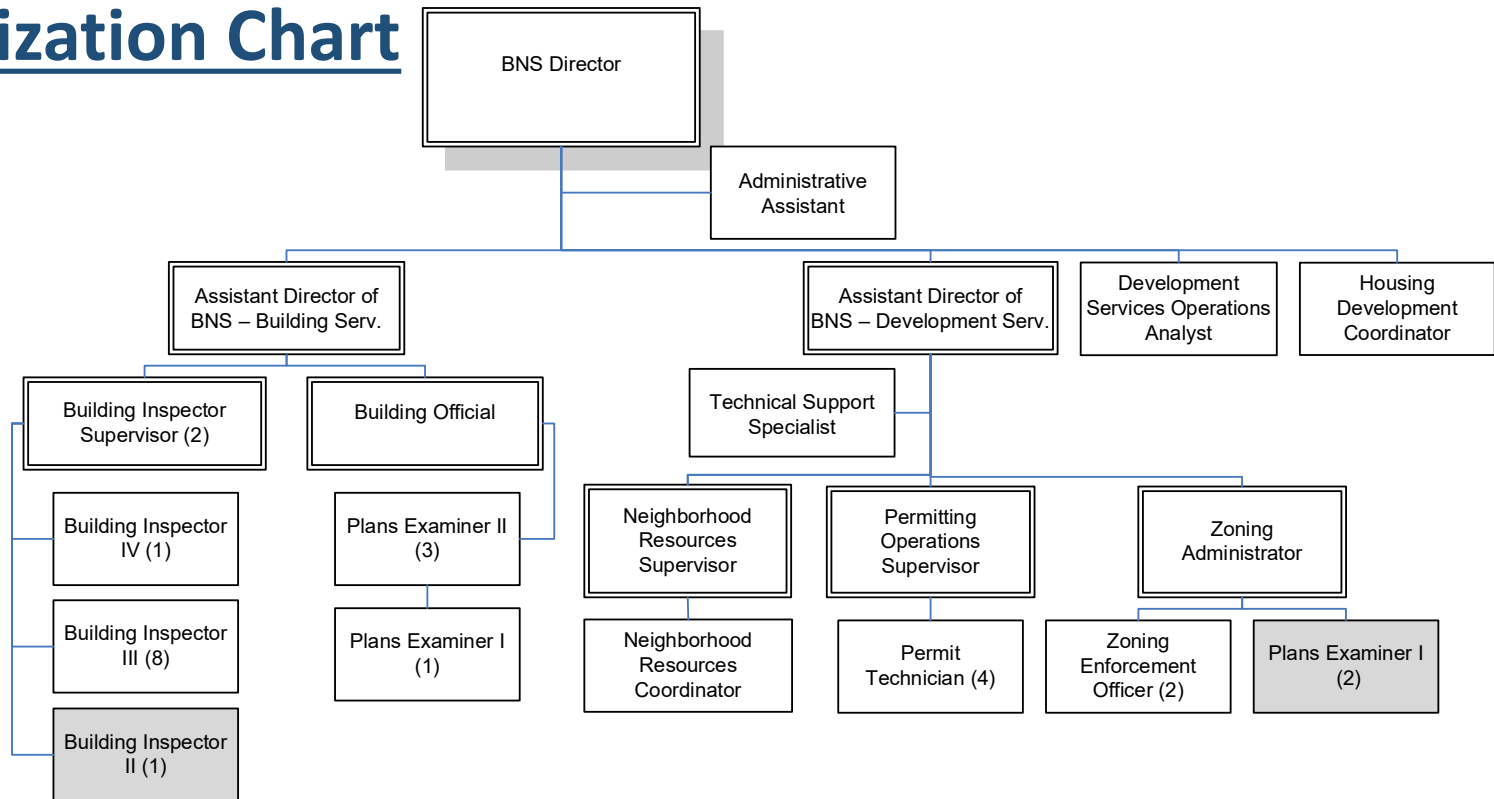
The Building & Neighborhood Services department supports the safety and quality of life for the residents and visitors of the City of Franklin. The department is responsible for the following: plan review of construction documents, issuing all Building, Electrical, Mechanical, Plumbing, and Sign permits, construction inspections, and enforcement of the City's Zoning Ordinance and Municipal Code. The Department is organized in two broad categories, Development Services and Building Services.

City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 4

Organization Chart



Current Staffing:

(34) Full-Time Budgeted Employees

(2) Full-Time Unbudgeted Positions

Base Budget Request: Personnel

FY 2021: \$3,071,977

FY 2022: \$2,932,937

Difference: \$139,040 or 4.7%

The BNS department is made up of 36 positions (34 budgeted, 2 unbudgeted).

The FY 2022 budget includes the following requests:

- Upgrade the Technical Support Specialist I position to Technical Support Specialist II. The incumbent exceeds the requirements for the Technical Support Specialist II position.**
- Reclassify the current job title of the (2) Plans Examiner I positions in the Zoning Division to Zoning Enforcement Planner and update the current job description. This position reclassification has no associated cost as the reclassification will not alter the pay grade of the position.**

Base Budget Request: Personnel (con't)

- **Reclassify and consolidate the job titles of the (2) Zoning Enforcement Officers and (1) Neighborhood Services Coordinator into (3) Municipal Inspection Officer I positions, update the current job description, and revise the organizational chart to reflect these positions reporting to the Neighborhood Resources Supervisor. This position reclassification has no associated cost as the reclassification will not alter the pay grade of the position.**
- **Create the job title of Municipal Inspection Officer II. The creation of this position will reduce turnover in the Municipal Inspection Officer I position and motivate incumbents in the role to expand upon their knowledge and experience to qualify for the Municipal Inspection Officer II position.**
- **Create (1) additional Municipal Inspection Officer I position. The addition of a fourth Municipal Inspection Officer will ensure that adequate staffing is maintained to handle the increasing volume of Zoning, Property Maintenance, and Street Tree Ordinances inspections and violations.**

Base Budget Request: Operations

FY 2021: \$316,431

FY 2022: \$312,810

Difference: (\$3,621) or -1.1%

Due to the increasing maintenance costs of (6) aging vehicles in the department's fleet, a routine vehicle replacement is being requested for these (6) vehicles with a total cost of \$162,000.

The BNS department's main multi-function copier/scanner/printer, installed originally in 2014, will reach the end of its five to seven year useful service life in 2021. Due to this, a request is being made to replace this unit to ensure continuous function and to avoid costly repairs of the current unit. The anticipated cost of replacement is \$15,000.



City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 8

Base Budget Request: Capital

The BNS department does not anticipate any Capital expenditures for FY 2022.



City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 9

Program Enhancement Requests

6 total requests totaling \$246,222

- 1) Routine vehicle replacement of (6) vehicles. - \$162,000**
- 2) Replace the department's main multi-function copier/scanner/printer. - \$15,000**
- 3) Upgrade the position of the current Technical Support Specialist I to Technical Support Specialist II. - \$5,909**
- 4) Reclassify the current job title of the (2) Plans Examiner I positions in the Zoning division to (2) Zoning Enforcement Planners and update the current job description. - \$0.00**
- 5) Reclassify and consolidate (2) Zoning Enforcement Officers and (1) Neighborhood Resources Coordinator into (3) Municipal Inspection Officers, and create the job title of Municipal Inspection Officer II. - \$7,036**
- 6) Create (1) additional Municipal Inspection Officer I position. - \$56,278**

Summary

The workload generated by construction activity fluctuates from year to year, but generally remains strong. Multiple large scale developments were recently approved and those projects will keep the workload of the Department at a high level as they move to the permitting and inspection phases of development.

BNS will continue to focus on technological improvements in service delivery to improve staff efficiency and applicant experience.

With the proposed budget the Department will be able to meet level of service commitments and maintain a high level of customer service to expected demand. Our team of highly skilled and technical employees will continue to train, gain certifications, and focus on professional development to better serve our citizens.

City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 11

3-5 Year Plan

As the City continues to grow and we continue to enhance the level of services we provide as a city organization, the BNS department will lead the way in process improvement, customer service in government, and enforcing adopted Codes. In doing so, we can look for innovative ways to shorten time to market for investors who help build our community, be more responsive to all service requests and service commitments, and continue to build our team of highly skilled professionals to better serve our community.

As we evaluate staffing and potential growth, the following areas are anticipated to add staffing over the next 3-5 years:

- 1. Code Enforcement Division**
- 2. Development Services**
- 3. Plan Review Division**

As market dynamics change over-time and staffing needs are evaluated annually, BNS will decide how to best accommodate this growth to meet the needs of the City.



City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 12

Community Development Block Grant (CDBG)

The Community Development Block Grant is funded annually by the Department of Housing and Urban Development. The City of Franklin has received approximately \$2,350,000 which has been used for various programs throughout the City. These include the rehabilitation of homes for our low to moderate income residents, fair housing outreach and education and the construction of new single family homes within our pocket communities.

The City anticipates being allocated approximately \$363,000 for the 2022 program year. The City will continue to identify needs and determine the best way to leverage the funds to assist with meeting our goals and priorities that support our partners and local non-profits to assist low to moderate income residents.

City of Franklin, Tennessee - FY 2022 Budget Request

Building & Neighborhood Services

Slide 13

Community Development Block Grant (CDBG)

<u>FY 2022 Anticipated Funding Allocation</u>	
Total	\$363,422 (100%)
CBDO	\$101,758 (28%)
Public Facilities	\$43,611 (12%)
Land Acquisition	\$50,879 (14%)
Repair/Rehab	\$94,490 (26%)
Admin	\$72,684 (20%)



City of Franklin, Tennessee

FY 2022 Operating Budget

Building & Neighborhood Services

Tom Marsh, Director

Budget Summary

	2019	2020	2021		2022	2021 v. 2022	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	2,686,867	2,868,867	2,932,937	2,635,827	3,071,977	139,040	4.7%
Operations	296,046	276,432	316,431	206,469	312,810	-3,621	-1.1%
Capital	0	0	0	0	0	0	0.0%
Total	2,982,913	3,145,299	3,249,368	2,842,296	3,384,787	135,419	4.2%

Departmental Summary

The Building and Neighborhood Services Department supports the safety and quality of life for residents and visitors of the City of Franklin. The department has multiple responsibilities including: review of construction documents, issuing permits (building, signs, driveway, and short term vacation rental), construction inspections, and enforcement of standards and regulations found in the Zoning Ordinance, International Property Maintenance Code, and the City of Franklin Municipal Code. There are four divisions within the department: 1) Building Codes Review and Inspections, 2) Development Services and Permitting, 3) Zoning Administration and Inspections and 4) Neighborhood Resources and Housing.

The workload generated by construction activity fluctuates from year to year, but generally remains strong. Multiple large scale developments were recently approved and those projects will keep the workload of the Department at a high level as they move to the permitting and inspection phases of development. BNS will continue to focus on technological improvements in service delivery to improve staff efficiency and applicant experience.



COVID-19 Response & Impact

The BNS team responded quickly to COVID-19 by developing strategies with our leadership team early on during the onset of the pandemic. Our team created staggered work schedules for remote and in office work to be performed, made sure that all of our team members had the equipment they needed to perform their work remotely, and provided all protective shielding in our lobby for customers and any PPE needs for our teams either in the field or working in our offices. Due to our early planning and implementation of these strategies, the BNS team did not delay the delivery of any defined service commitments for plan review, permitting, and inspections.

Department Goals

In the coming fiscal year, Building and Neighborhood Services will concentrate on meeting level of service commitments and maintaining a high level of customer-focused service due to the anticipated volume of development activity. Our team of highly skilled and technical employees will continue to train, gain certifications, and focus our team on professional development to better serve our citizens.



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

Related Theme: A Safe Clean and Livable City

Franklin will have safe neighborhoods supported by high-quality police, fire, and emergency services as well as effective code enforcement.

Franklin will enhance the value and character of our community through progressive and responsive development and neighborhood services.

Goal: Franklin will reduce the number of cases and days it takes to resolve identified property maintenance violations.

Baseline: The number of cases reported for property maintenance violations in 2012 was 179 (Neighborhood Resources & Property Maintenance)

The number of days to resolve citizen requests regarding property maintenance for service in 2012 was 21 (Neighborhood Resources & Property Maintenance)

70.4% of property maintenance cases were cleared within 10 days in 2012 (126 cases cleared out of 179 total) (Neighborhood Resources & Property Maintenance).

Related Theme: Quality Life Experiences

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

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

Goal: Franklin will seek to improve housing diversity as identified through the 2014 Housing Analysis.

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

Key:	
Strategic Plan: FranklinForward	
Benchmarking Alliance of Tennessee	
Franklin Citizens Survey	☒

Workload (Output) Measures

	2018	2019	2020	2021*	2022*
Total gross building/codes enforcement cost/year	\$ 2,982,913	\$ 3,465,971	\$ 2,750,000	\$ 3,145,299	\$ 3,249,368
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Total value of building and development	\$ 910,843,677	\$ 752,067,240	\$ 654,980,000	\$650,000,000	\$525,000,000
Total revenue	\$ 2,847,991	\$ 2,037,700	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Total permits	6,848	6,132	6,100	6,300	6,284
Benchmarking Alliance of Tennessee Average	1541	1595	TBD	TBD	TBD
Total construction plans reviewed	1,319	1,219	1,250	1,300	1,250
Total certificates of occupancy issued	1,122	1,132	1,150	1,250	1,291



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

Building inspections performed	25,715	23,798	22,762	24,000	24,019
Building code violations	5,848	5,100	6,682	6,400	6,200
Property Maintenance code inspections	1,267	1,544	1,694	1,750	1,821
Total property maintenance code violations	1,267	1,544	1,694	1,750	1,821
Inoperable auto violations	55	96	111	110	138
Overgrown lot violations	112	112	125	125	253
Dilapidated structure violations	21	24	25	25	30
Property Parcels	25,076	25,076	25,076	25,076	25,076
# of building inspector/certified plan reviewer FTEs	17	17	17	17	17
# of permit technician/ administrative/support FTEs	9	9	9	9	9
Total number of building code FTEs	26	26	26	26	26
Building Inspections per FTE (<i>Inspectors FTEs Only</i>)	1,513	1,400	1,338	1411	1412

Efficiency Measures

	2018	2019	2020	2021*	2022*
Revenue per Permit Issued	\$415.89	\$332.31	\$327.86	\$349.21	\$274.37
Building Code Enforcement cost per permit issued	\$ 378.78	TBD	TBD	TBD	TBD
Total building code enforcement cost per building inspection	\$ 100.87	\$ 71.19	\$ 71.19	\$71.19	\$92.86

Outcome (Effectiveness) Measures

	2018	2019	2020	2021*	2022*
 Reduce the number of cases and days it takes to resolve identified property maintenance violations.					
# of cases reported for property maintenance violations	1,267	1,544	1,694	1,750	1,821
Average number of days from complaint to first inspection	1	1	2	2	4
Average number of days to resolve violation	13	8	14	14	14
Cases brought into compliance	1,267	1,544	1,694	1,750	2,212
% of all Property Maintenance Violations Brought into Compliance	104%	100%	100%	100%	100%

Franklin Citizens Survey

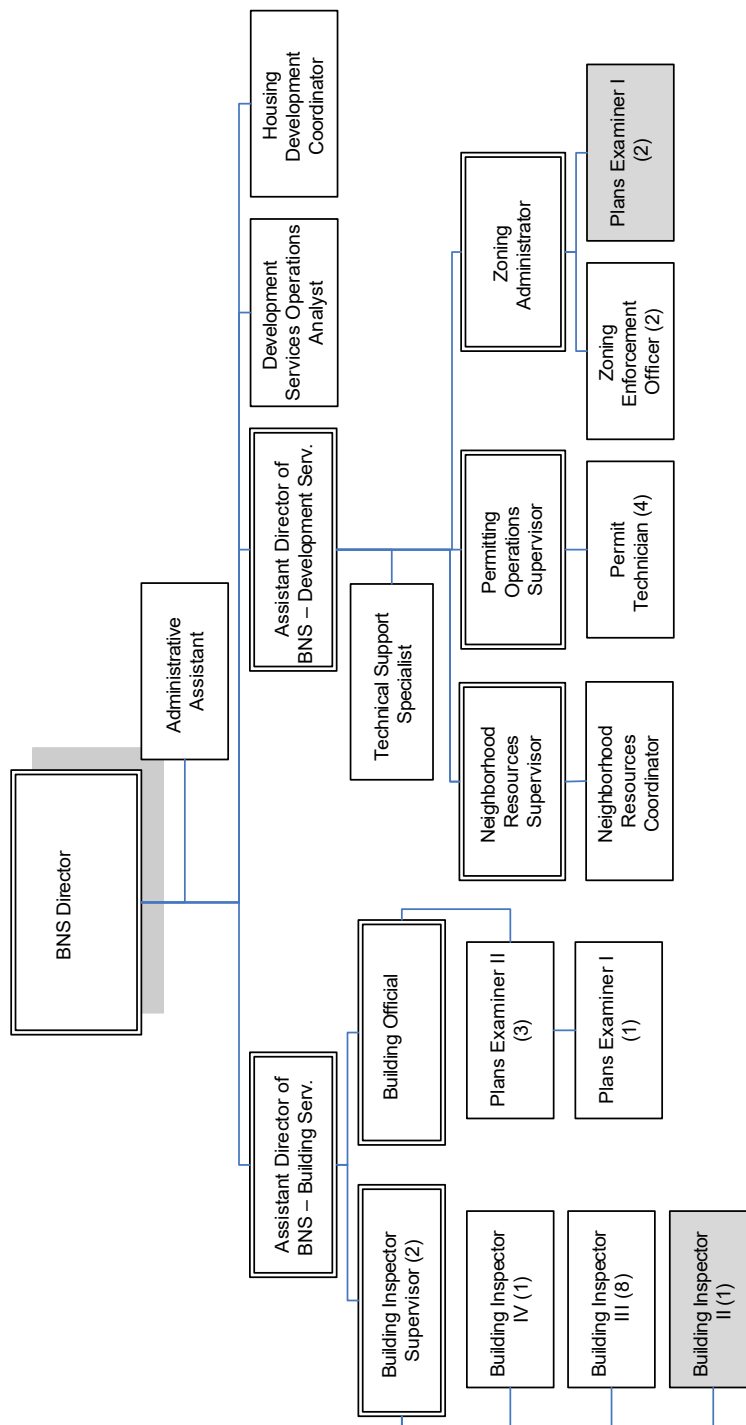
		2016 Citizens Survey		2019 Citizens Survey	
		Excellent/ Good	Fair/Poor	Excellent/ Good	Fair/Poor
☒	% rating the quality of Code enforcement (weeds, abandoned buildings, etc.)	73%	27%	73%	27%



City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart



White: Positions Authorized and Budgeted for FY 2022

Gray: Positions Authorized and Unbudgeted for FY 2022

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



City of Franklin, Tennessee

FY 2022 Operating Budget

Staffing by Position

Budgeted Positions	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Building & Neigh. Svcs. Director	Grade L	1	0	1	0	1	0	1	0	1	0
Assistant Director of BNS	Grade K	1	0	1	0	2	0	2	0	2	0
Building Inspection Supervisor	Grade I	0	0	0	0	2	0	2	0	2	0
Building Official/Plans Review Supervisor	Grade I	0	0	0	0	1	0	1	0	1	0
Building Official	Grade I	1	0	1	0	0	0	0	0	0	0
Development Services Coordinator	Grade H	0	0	0	0	0	0	0	0	0	0
Building Inspector IV	Grade H	2	0	2	0	1	0	1	0	1	0
Zoning Administrator	Grade H	1	0	1	0	1	0	1	0	1	0
Plans Examiner II	Grade G	3	0	3	0	3	0	3	0	3	0
Dev. Serv. Oper. Analyst	Grade G	1	0	1	0	1	0	1	0	1	0
Neighborhood Resources Super.	Grade G	1	0	1	0	1	0	1	0	1	0
Housing Development Coord.	Grade G	1	0	1	0	1	0	1	0	1	0
Permitting Operations Supervisor	Grade G	1	0	1	0	1	0	1	0	1	0
Building Inspector III	Grade G	8	0	10	0	8	0	8	0	7	0
Plans Examiner I	Grade F	3	0	3	0	3	0	2	0	2	0
Building Inspector II	Grade F	2	0	1	0	1	1	0	0	1	0
Technical Support Specialist	Grade E	1	0	1	0	1	0	1	0	1	0
Zoning Enforcement Officer	Grade E	2	0	2	0	2	0	2	0	2	0
Neighborhood Resources Coord.	Grade E	1	0	1	0	1	0	1	0	1	0
Building Inspector I (obs.)	Grade E	1	0	0	0	0	0	0	0	0	0
Permit Technician	Grade D	4	0	4	0	4	0	4	0	4	0
Administrative Assistant	Grade D	1	0	1	0	1	0	1	0	1	0
Sub-total Budgeted Positions		36	0	36	0	36	1	34	0	34	0
Authorized, Unbudgeted Positions											
Building Inspector II	Grade F	0	0	0	0	0	0	1	0	1	0
Plans Examiner I	Grade F	0	0	0	0	0	0	1	0	1	0
Sub-total Unbudgeted Positions		0	0	0	0	0	0	2	0	2	0
Total		36	0	36	0	36	1	36	0	36	0



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	1,932,902	2,049,294	2,070,919	1,774,615	2,092,690	21,771	1.1%
Employee Benefits	753,965	819,573	862,018	861,212	979,287	117,269	13.6%
Total Personnel	2,686,867	2,868,867	2,932,937	2,635,827	3,071,977	139,040	4.7%
Operations							
Transportation Services	1,182	754	1,850	950	1,350	(500)	-27.0%
Operating Services	6,216	5,763	6,450	5,000	6,450	-	0.0%
Notices, Subscriptions, etc.	42,447	16,842	33,465	19,310	26,990	(6,475)	-19.3%
Utilities	32,853	34,089	27,615	34,565	34,620	7,005	25.4%
Contractual Services	68,718	46,463	74,200	36,040	41,000	(33,200)	-44.7%
Repair & Maintenance Services	16,787	20,990	17,600	15,900	17,500	(100)	-0.6%
Employee programs	11,239	5,978	26,500	5,750	26,500	-	0.0%
Professional Development/Travel	14,688	9,081	37,725	650	32,700	(5,025)	-13.3%
Office Supplies	15,025	9,931	19,200	10,950	15,750	(3,450)	-18.0%
Operating Supplies	12,010	8,343	10,250	4,500	9,350	(900)	-8.8%
Fuel & Mileage	11,081	9,059	11,500	-	11,500	-	0.0%
Machinery & Equipment (<\$25,000)	23,658	72,914	23,000	32,202	47,750	24,750	107.6%
Repair & Maintenance Supplies	153	180	-	-	-	-	0.0%
Property & Liability Costs	26,439	23,406	24,576	28,152	29,350	4,774	19.4%
Permits	-	-	-	-	-	-	0.0%
Financial Fees	4,083	12,639	2,500	12,500	12,000	9,500	380.0%
Debt Service and Lease Payments	9,467	-	-	-	-	-	0.0%
Total Operations	296,046	276,432	316,431	206,469	312,810	(3,621)	-1.1%
Capital	-	-	-	-	-	-	-
Total BNS Department	2,982,913	3,145,299	3,249,368	2,842,296	3,384,787	135,419	4.2%

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	Personnel									
I=	81110 REGULAR PAY	1,895,850	2,194,241	2,025,104	2,088,871	1,095,345	1,764,997	2,114,684	2,220,418	2,331,439
-	81120 OVERTIME PAY	37,052	49,000	24,190	51,000	3,843	9,618	52,020	54,621	57,352
	81199 VACANCY ADJUSTMENT		(73,960)		(68,952)			(74,014)	(77,715)	(81,600)
=	XWAGE TOTAL WAGES	1,932,902	2,169,281	2,049,294	2,070,919	1,099,188	1,774,615	2,092,690	2,197,324	2,307,191
=	81410 FICA (EMPLOYER'S SHARE)	142,368	177,349	150,473	155,260	79,360	135,758	165,753	174,041	182,743
-	81420 MEDICAL PREMIUMS - ACTIVE EEs/COBRA	457,930	532,144	511,629	509,428	220,777	529,971	603,646	664,011	730,412
	81422 NEAR-SITE CLINIC (URGENT TEAM)					6,839	14,574	14,600	14,600	14,600
-	81425 VISION PREMIUMS	2,920	2,495	3,163	3,188	1,306	3,136	3,551	3,906	4,297
=	81430 DENTAL INSURANCE PREMIUMS	33,454	43,606	34,833	37,822	10,004	24,327	26,677	28,011	29,411
	81431 FSA ADMINISTRATION					128	192	192	192	192
=	81433 GROUP INSURANCE PREMIUMS					7,043	12,076	13,408	14,078	14,782
=	81440 EE HEALTH INSURANCE CONTRIBUTIONS	(103,275)	(111,345)	(109,169)	(113,840)	(51,285)	(94,675)	(108,565)	(118,336)	(128,986)
	81441 CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	3,620		9,000	7,000		7,000	7,000	7,000	7,000
=	81443 EE DENTAL INSURANCE CONTRIBUTIONS					(8,103)	(14,959)	(17,561)	(18,439)	(19,361)
-	81444 EE VISION INSURANCE CONTRIBUTIONS					(331)	(612)	(693)	(728)	(764)
I	81450 RETIREMENT CONTRIBUTIONS	169,295	206,342	173,222	188,269	98,380	196,760	195,543	215,097	236,607
	81455 DEFERRED COMP MATCH	37,853	95,588	11,773	9,877	5,570	9,724	9,972	10,471	10,994
	81456 TCRS CONTRIBUTIONS (CITY)			30,130	56,846	19,321	33,146	57,187	62,906	69,196
	81470 WORKERS COMPENSATION PREMIUMS	8,799	7,779	4,519	8,168	4,305	4,794	8,577	9,006	9,456
	81475 WORKERS COMPENSATION CLAIMS	(14)								
	81482 CAR ALLOWANCE	1,015	2,400							
=	XBEN TOTAL BENEFITS	753,965	956,358	819,573	862,018	393,314	861,212	979,287	1,065,816	1,160,579
=	XPER TOTAL PERSONNEL	2,686,867	3,125,639	2,868,867	2,932,937	1,492,502	2,635,827	3,071,977	3,263,140	3,467,770
	Operations									
I	82110 MAILING & OUTBOUND SHIPPING SERVICES	992	2,000	528	1,500	78	700	1,000	1,000	1,000
	82130 VEHICLE LICENSES & TITLES	190	250	226	250		250	250	250	250
	82140 VEHICLE TOW-IN SERVICES		100		100			100	100	100
=	XTRC TOTAL TRANSPORTATION CHARGES	1,182	2,350	754	1,850	78	950	1,350	1,350	1,350
	82210 PRINTING & COPYING SERVICES, OUTSOURCED	5,402	4,000	4,348	4,000	744	4,000	4,000	4,000	4,000
	82230 ARCHIVING/RECORDS MANAGEMENT SERVICES		500		500			500	500	500
	82240 TRANSCRIPTION FEES	241			250			250	250	250
	82250 TESTING & PHYSICALS	573	1,650	1,339	1,700	139	1,000	1,700	1,700	1,700
	82299 OTHER OPERATING SERVICES			76						
=	XOPSV TOTAL OPERATING SERVICES	6,216	6,150	5,763	6,450	883	5,000	6,450	6,450	6,450
I	82310 LEGAL NOTICES	721	400	1,853	500	209	1,200	1,500	1,500	1,500
+	82350 DUES FOR MEMBERSHIPS	4,927	6,820	1,740	6,985	600	6,310	6,310	6,310	6,310
1	Tennessee building Officials Association (TBOA)		105		110		115	115	115	115
11	National Fire Protection Association (NFPA)		185		195		205	205	205	205
12	ACCA									
13	Various	4,927		265						
14	Permit Tech Membership Fees		360		420		480	480	480	480

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	15	Neighborhood Resource Coordinator Membership Fees		170		190		210	210	210	210
	16	ASFPM		450		450		450	450	450	450
	2	Middle Tennessee Code Officials Association (MTCOA)		650		700		750	750	750	750
	3	International Code Council (ICC)		1,250	240	1,260		1,280	1,280	1,280	1,280
	4	International Association of Electrical Inspectors (IAEI)		840	120	840		840	840	840	840
	5	TN Plumbing & Mechanical Inspectors Association (TPMIA)		60	100	70		80	80	80	80
	6	Wholesale Business Membership (Sam's Club/Costco/etc.)		100		100		100	100	100	100
	7	American Society of Landscape Architects (ASLA)		450		450					
	8	American Planning Association (APA - Marsh & Pike)		800		800		400	400	400	400
	9	Rotary		1,400	1,015	1,400	600	1,400	1,400	1,400	1,400
	*	Amount missing from detail									
+	82355	PROFESSIONAL STANDARDS / ACCREDITATION	16,224	10,680	9,384	12,480	1,098	8,000	10,680	10,680	10,680
	1	ICC Testing		8,500		10,000			10,000	10,000	10,000
	2	State Certification Fees for Bldg/Plumb/Mech Inspectors every 3 yrs		900		1,800					
	4	Various	16,224		6,091			8,000			
	6	Council of Landscape Architects Registration Board		200							
	7	State of Tennessee - Molly		400							
	8	Tennessee Professional Privilege Tax		680		680			680	680	680
	9	Not used			3,293		1,098				
	*	Amount missing from detail									
+	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	2,993	3,000	498	3,000		1,000	3,000	3,000	3,000
	1	Base Relations and ISO Public Awareness (Flood/CDBG/BCEGS)	2,993	3,000	447	3,000		1,000	3,000	3,000	3,000
	2	FY 2018 PER - ISO Training Requirements			51						
	*	Amount missing from detail									
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)	949	275	500	300		300	500	500	500
	82371	EMERGENCY RELIEF			673		487				
+	82390	PUBLICATIONS, NON-TRAINING	16,633	3,000	2,194	10,200		2,500	5,000	5,000	5,000
	1	Adopt 2018 ICC - Manuals									
	2	Routine Manual Purchases	16,633	10,000	1,742	10,200		2,500	5,000	5,000	5,000
	3	Adopt NEC 2017									
	4	Adjustments from Workbooks		(7,000)	452						
	*	Amount missing from detail									
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	42,447	24,175	16,842	33,465	2,394	19,310	26,990	26,990	26,990
	82435	SOLID WASTE SERVICE	164	110		115		115	120	125	130
	82450	TELEPHONE SERVICE	4,037	3,600	3,767	3,650	950	3,800	3,800	3,850	3,900
	82451	800 MHZ ACCESS LINE SERVICE	1,467	1,600	14	1,650		1,650	1,700	1,750	1,800
	82455	CELLULAR TELEPHONE SERVICE	21,033	15,000	22,260	17,000	3,622	20,000	20,000	21,000	22,000
	82470	INTERNET & RELATED SERVICES	6,152	5,100	8,048	5,200	2,440	9,000	9,000	10,000	11,000
=	XUTIL	TOTAL UTILITIES	32,853	25,410	34,089	27,615	7,013	34,565	34,620	36,725	38,830
+	82510	COMPUTER SERVICES	47,401	5,900	505	60,200	25,160	35,040	22,500	54,000	54,000
	2	Various	47,401			54,000		28,840	16,000	54,000	54,000
	3	IDT - Citywide Electronic Plan Review - > moved to IT eff. 2020									
	4	2017 PER - Tehcnology Fee Enhancements									
	5	Infor Mobile App Annual Support (+6%/yr)		5,900		6,200		6,200	6,500		
	6	Line Item 6			505		25,160				
	*	Amount missing from detail									
+	82560	CONSULTANT SERVICES	21,250	43,000	39,300	1,000		1,000	1,000	1,000	1,000
	1	Not used									
	2	Not used									

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
3	Not used									
4	Technology Fee Services	21,250	42,000	7,615						
5	CDBG Consulting Assistance									
6	ISO Trip Fees and Consult		1,000	31,685	1,000		1,000	1,000	1,000	1,000
*	Amount missing from detail									
+ 82599	OTHER CONTRACTUAL SERVICES	67	10,000	6,658	13,000			17,500	17,500	17,500
1	Property Maintenance		10,000		7,000			5,000	5,000	5,000
2	Demolition of structures		20,000		16,000			12,500	12,500	12,500
3	Various	67		1,075						
4	Adjustments from Workbooks		(20,000)	5,583	(10,000)					
*	Amount missing from detail									
= XCTS	TOTAL CONTRACTUAL SERVICES	68,718	58,900	46,463	74,200	25,160	36,040	41,000	72,500	72,500
82610	VEHICLE REPAIR & MAINTENANCE SERVICES	11,723	12,500	11,042	13,000	1,418	11,000	12,500	12,500	12,500
82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	3,815	3,200	4,197	3,600	542	3,900	4,000	4,400	4,800
82660	BUILDING REPAIR & MAINTENANCE SERVICES	1,249		5,751	1,000		1,000	1,000	1,000	1,000
= XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	16,787	15,700	20,990	17,600	1,961	15,900	17,500	17,900	18,300
82750	EMPLOYEE RECOGNITION/RECEPTIONS	1,233	1,450	828	1,500	46	750	1,500	1,500	1,500
+ 82780	TRAINING, OUTSIDE	8,557	12,000	5,096	15,000	618	3,000	15,000	15,000	15,000
1	Base Training	8,557	3,000	1,095	15,000		3,000	15,000	15,000	15,000
2	FY 2018 PER - ISO Training Requirements		9,000							
3	FY 2019 PER - Training Program for Contractors		12,000							
4	Adjustments from Workbooks		(12,000)	4,001		618				
*	Amount missing from detail									
+ 82790	TRAINING, IN-HOUSE	1,449	3,000	54	10,000		2,000	10,000	10,000	10,000
1	Adjustments from Workbooks		(3,000)							
2	Base In House Training	1,449	6,000	54	10,000		2,000	10,000	10,000	10,000
*	Amount missing from detail									
= XEPG	TOTAL EMPLOYEE PROGRAMS	11,239	16,450	5,978	26,500	664	5,750	26,500	26,500	26,500
82810	REGISTRATIONS	4,678	10,475	2,188	16,975			16,100	16,100	16,100
1	ICC National Conference		3,500		3,600			3,700	3,700	3,700
10	Various	4,678		1,790						
11	IAEI Regional Conference		2,500		2,500			2,500	2,500	2,500
12	Operations Analyst Registrations		1,800		1,900			2,000	2,000	2,000
13	Adjustments from Workbooks		(6,000)							
2	TBOA Regional Conference		2,200		2,400			2,600	2,600	2,600
3	Local Training Opportunities - Continuing Education		2,700		2,800			2,900	2,900	2,900
4	APA National conf x1									
5	ASLA National Conference		875		875					
6	TSLA conf x1		500		500					
8	NRC Conference		800		800			800	800	800
9	Permit Tech trng conf - 1		1,600	398	1,600			1,600	1,600	1,600
*	Amount missing from detail									
82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,369	500	352	1,250		400	1,250	1,250	1,250
+ 82830	AIR TRAVEL	1,852	3,000	1,124	4,000			3,500	3,500	3,500
1	ICC National Conference		1,500		1,500			1,500	1,500	1,500
2	APA National Conf - LA									
3	ASLA Conference - Molly		500		500					
4	Permit Tech Conference		1,000		1,000			1,000	1,000	1,000

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	5	Various	1,852		1,124	1,000			1,000	1,000	1,000
	6	IAEI Regional conference									
	7	Trips to Communities - Continuous Improvement Program									
	*	Amount missing from detail									
+	82840	LODGING	5,455	12,550	4,272	14,000			10,350	12,150	12,150
	1	Various	5,455		3,027	1,350			1,350	1,350	1,350
	10	Line Item 10									
	11	Line Item 11									
	2	ASLA National Conference		1,600		1,600					
	3	ICC National Conference		2,800		2,800			2,200	2,800	2,800
	4	IAEI Regional Conference		2,650		2,650			2,100	2,700	2,700
	5	Permit Tech Conference		1,200		1,200			800	800	800
	6	NRC Conference		1,000		1,000			1,000	1,000	1,000
	7	TBOA Regional Conference		2,500		2,600			2,100	2,700	2,700
	8	TSLA Regional Conference									
	9	Trips to Communities - Continuous Improvement Program		800	1,245	800			800	800	800
	*	Amount missing from detail									
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	1,001	1,300	1,097	1,500		250	1,500	1,500	1,500
+	82890	OTHER TRAVEL EXPENSES	333		48						
	2	Various	13								
	3	Line Item 3	320		48						
	*	Amount missing from detail									
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	14,688	27,825	9,081	37,725		650	32,700	34,500	34,500
+	83110	OFFICE SUPPLIES	6,245	8,500	4,027	10,000	715	5,000	6,500	6,500	6,500
	1	Adjustments from Workbooks		(2,000)							
	2	Base Office Supplies	6,245	10,500	4,027	10,000	715	5,000	6,500	6,500	6,500
	*	Amount missing from detail									
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	6	500	145	500		250	500	500	500
	83130	EMPLOYEE BENEVOLENCE ITEMS	444	650	632	700		700	750	750	750
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	8,330	7,500	5,127	8,000	933	5,000	8,000	8,000	8,000
=	XOFS	TOTAL OFFICE SUPPLIES	15,025	17,150	9,931	19,200	1,648	10,950	15,750	15,750	15,750
+	83210	TRAINING SUPPLIES		1,000		1,050		500	1,100	1,100	1,100
	83250	SAFETY SUPPLIES	856		672			500	1,000	1,000	1,000
	83260	UNIFORMS PURCHASED	6,167	7,000	4,730	7,200	78	2,500	5,000	5,000	5,000
+	83265	UNIFORMS, SPECIALIZED	2,403								
+	83270	CONSUMABLE TOOLS	2,584	500	1,177	2,000		500	1,500	1,500	1,500
	1	Inspector Equipment - Replacement		500							
	2	Inspector Equipment - New									
	3	Various	2,584		1,177	2,000		500	1,500	1,500	1,500
	*	Amount missing from detail									
	83299	OTHER OPERATING SUPPLIES			1,764		149	500	750	750	750
=	XOPS	TOTAL OPERATING SUPPLIES	12,010	8,500	8,343	10,250	227	4,500	9,350	9,350	9,350
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	11,081	11,000	9,059	11,500	1,516		11,500	11,500	11,500
=	XFUEL	TOTAL FUEL & MILEAGE	11,081	11,000	9,059	11,500	1,516		11,500	11,500	11,500
+	83510	FURNITURE, FIXTURES (<\$25,000)	4,479	9,500	6,096	3,000		2,000	3,000	3,000	3,000
	1	Replacement Office Furniture		1,500		3,000		2,000	3,000	3,000	3,000
	2	Various	4,479		6,096						

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	3	Furniture Associated with One Stop									
	4	FY 2019 PER - Technology Fee Enhancements		8,000							
	*	Amount missing from detail									
+	83520	VEHICLES (<\$25,000)		45,000	48,204						
	1	Equinox 32 MPG Replacement Inspector Vehicles (\$40,458 to lease)									
	2	2015 - Equinox (2 Vehicles) (move to lease)									
	3	FY 2018 PER - 2 New Vehicles									
	4	FY 2020 PER - 2 New Vehicles		45,000	48,204						
	*	Amount missing from detail									
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	2,253								
	3	Various	2,253								
	4	Copier Replacement (move to lease)									
	*	Amount missing from detail									
+	83540	COMPUTER HARDWARE (<\$25,000)	16,745	35,000	18,261	20,000	13,102	28,702	44,000	30,000	30,000
	1	Computer Replacements (move to lease in 2015)		25,000		26,000		15,600	40,000	26,000	26,000
	3	Various	16,745		17,320						
	5	Adjustments from Workbooks				(10,000)					
	6	Computers - New Personnel				4,000			4,000	4,000	4,000
	7	FY 2019 PER - Technology Fee Enhancements		10,000	941		13,102	13,102			
	*	Amount missing from detail									
+	83550	COMPUTER SOFTWARE (<\$25,000)	181		353		772	1,500	750	750	750
	1	Apps and Licenses									
	2	Various	181		353		772	1,500	750	750	750
	*	Amount missing from detail									
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	23,658	89,500	72,914	23,000	13,874	32,202	47,750	33,750	33,750
	83620	EQUIPMENT PARTS & SUPPLIES	153		180						
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	153		180						
	85110	PROPERTY INSURANCE	1,193	1,253	1,095	1,150	1,079	1,079	1,133	1,190	1,249
	85111	FRAUD INSURANCE	2,344	2,461	2,499		2,885	2,885	3,029	3,181	3,340
	85112	INLAND MARINE INSURANCE	291	306	291	306	291	291	306	321	337
	85113	AUTO PHYSICAL DAMAGE	621	652	552	580	530	530	557	584	614
	85115	LIABILITY INSURANCE	2,522	2,648	2,863	5,630	10,070	10,070	10,574	11,103	11,658
	85116	E&O LIABILITY INSURANCE	5,518	5,794	5,723	6,008	3,144	3,144	3,301	3,466	3,640
	85117	VEHICLE LIABILITY INSURANCE	9,729	9,638	7,976	8,375	7,724	7,724	8,110	8,516	8,941
	85119	UMBRELLA LIABILITY	2,167	2,275	2,407	2,527	2,229	2,229	2,340	2,457	2,580
	85123	PHYSICAL DAMAGE CLAIMS/DEDUCTIBLES	(1,996)								
	85125	LIABILITY CLAIMS/DEDUCTIBLES	4,000	4,200							
	85127	VEHICLE LIABILITY CLAIMS/DEDUCTIBLES		5,595							
	85140	SURETY/NOTARY BONDS	50				200	200			
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	26,439	34,822	23,406	24,576	28,152	28,152	29,350	30,818	32,359
	85530	E-COMMERCE FEES	4,083	2,400	12,639	2,500	6,431	12,500	12,000	12,000	12,000
=	XFLF	TOTAL FINANCIAL FEES	4,083	2,400	12,639	2,500	6,431	12,500	12,000	12,000	12,000
+	86600	LEASE/LOAN PRINCIPAL	9,404								

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
1	2014 - Equinox 32 MGP Inspector Replacement Vehicles									
2	2015 - Equinox (2 Vehicles) (\$44,200)									
3	2015 - Copier Replacement (\$16,000)									
4	2015 - Desktop Scanners (\$4,200)									
5	2015 - computer replacements (\$11,000)									
6	2015 - computers - new personnel (\$9,600)									
7	2017 - PER - Replacement Vehicle	9,404								
*	Amount missing from detail									
+ 86700	LEASE/LOAN INTEREST	63								
1	2014 - Equinox 32 MPG Inspector Replacement Vehicles									
2	2015 - Equinox (2 Vehicles) (\$44,200)									
3	2015 - Copier Replacement (\$16,000)									
4	2015 - Desktop Scanners (\$4,200)									
5	2015 - computer replacements (\$11,000)									
6	2015 - computers - new personnel (\$9,600)									
7	2017 - PER - Replacement Vehicle	63								
*	Amount missing from detail									
= XDSV	TOTAL DEBT SERVICE	9,467								
= XOP	TOTAL OPERATIONS	296,046	340,332	276,432	316,431	90,000	206,469	312,810	336,083	340,129
	Capital									
= XTOT	TOTAL EXPENDITURES	2,982,913	3,465,971	3,145,299	3,249,368	1,582,502	2,842,296	3,384,787	3,599,223	3,807,899



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Building and Neighborhood Services						
1	Routine Vehicle Replacement	\$ -	\$ -	\$ 162,000	\$ 162,000	
2	Equipment Replacement (Multi-Function Copier/Scanner/Printer)	\$ -	\$ -	\$ 15,000	\$ 15,000	
3	Position Reclassification - Technical Support Specialist	\$ 4,545	\$ 1,364	\$ -	\$ 5,909	
4	Position Reclassification - Zoning Enforcement Planner	\$ -	\$ -	\$ -	\$ -	
5	Position Reclassification (3) - Municipal Inspection Officer I & II	\$ 5,412	\$ 1,624	\$ -	\$ 7,036	
6	New Position (1) - Municipal Inspection Officer I	\$ 43,291	\$ 12,987	\$ -	\$ 56,278	
Total		\$ 53,248	\$ 15,974	\$ 177,000	\$ 246,222	\$ -
		<u>Compensation</u>	<u>Benefits</u>	<u>Expenses</u>	<u>Total</u>	
Total G/F Requests		\$ 53,248	\$ 15,974	\$ 177,000	\$ 246,222	\$ -

FranklinForward Allocations



A Safe, Clean, Livable City

\$ -



A Effective and Fiscally Sound City Government
Providing High Quality Service

\$ 246,222



Quality Life Experiences

\$ -



Sustainable Growth & Economic Prosperity

\$ -

Totals

\$ 246,222

Traditional Allocations



Personnel \$ 69,222



Operations \$ -



Equipment \$ 177,000



Capital \$ -

Total \$ 246,222

FY 2022 Program Enhancement Request Form



Department Priority: **1** of **6**

Department: **41900 BUILDING & NEIGHBORHOOD SERVICES**

Division:

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

Title: **Routine Vehicle Replacement**

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY2022 Only)	Ongoing Annual Cost (FY2022 & Future)	TOTAL FY22 Budget
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$0	\$0
Expenses			
83520 VEHICLES (<\$25,000)	\$28,000		\$28,000
83520 VEHICLES (<\$25,000)	\$28,000		\$28,000
83520 VEHICLES (<\$25,000)	\$26,500		\$26,500
83520 VEHICLES (<\$25,000)	\$26,500		\$26,500
83520 VEHICLES (<\$25,000)	\$26,500		\$26,500
83520 VEHICLES (<\$25,000)	\$26,500		\$26,500
			\$0
TOTAL	\$162,000	\$0	\$162,000

PURPOSE / DESCRIPTION OF REQUEST

This request is to replace six (6) vehicles in the BNS fleet of 21 vehicles. The (6) vehicles selected to be replaced fall within the FEMA criteria regarding high mileage and/or years of service. These vehicles have higher than average maintenance costs for multiple reasons. They are all aged to the point of recommended replacement standards. We propose to replace two (2) with current model year small crossovers similar to the Chevrolet Equinox currently used in the BNS fleet. The other two (2) replacements will be mid-sized pickup trucks similar to the Chevrolet Canyon. They will serve to replace aging trucks currently in service in the BNS fleet. BNS fleet vehicles consist mainly of small crossover vehicles due to their history of reliability and low fuel consumption. The Equinox has proven highly versatile for daily inspection services. Below are the vehicles to be replaced with mileage and age:

601 2002 Chevrolet Trail Blazer SUV **70773 miles 19 model years old**
 606 2008 Ford F-150 Truck **84556 miles 13 model years old**
 612 2005 Chevrolet Silverado Truck **93227 miles 16 model years old**
 615 2006 Chevrolet Silverado Truck **79612 miles 15 model years old**
 616 2006 Chevrolet Silverado Truck **79422 miles 15 model years old**
 618 2007 Chevrolet Impala 4dr Sedan **70765 miles 14 model years old**

SERVICE IMPLICATION

The management of our fleet has been maintained to our fullest ability, however vehicles used on a daily basis eventually wear out. Failure to approve this request will require an increased number of vehicles to be purchased in future budget years. The selected vehicles are both high mileage and ten (10) years or older. The recurring maintenance costs associated with these vehicles increases each year. As the City of Franklin continues to grow, so does the level of service we provide as a growing department. Thirty-nine percent of the vehicles in the BNS fleet are currently in the aged category per the fleet committee standards. Soon, it will become critical to minimize repair costs and unforeseen safety risks.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	2	of	6
	Department:	41900 BUILDING & NEIGHBORHOOD SERVICES				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Equipment Replacement (Multi-Function Copier/Scanner/Printer)				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
83530 MACHINERY & EQUIPMENT (<\$25,000)	\$15,000		\$15,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$15,000	\$0	\$15,000

PURPOSE / DESCRIPTION OF REQUEST
This request is for the replacement of the existing multi-function copier/scanner/printer used in the BNS office. A new commercial-grade multi-function copier/scanner/printer that will meet the needs of the BNS Department has a budget projection of \$15,000 listed in the FY2022 Budget Manual.

SERVICE IMPLICATION
The existing multi-function copier/scanner/printer in the BNS office was installed 7/28/2014, and will now exceed the five to seven year useful service life of multi-function copiers in 2021. After seven years, replacement parts become scarce. If this piece of equipment is not replaced, costly repairs may be incurred more frequently.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	3	of	6
	Department:	41900 BUILDING & NEIGHBORHOOD SERVICES				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Position Reclassification - Technical Support Specialist II				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81000 PERSONNEL	\$4,545		\$4,545
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$1,364		\$1,364
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$5,909	\$0	\$5,909

PURPOSE / DESCRIPTION OF REQUEST
This request is to reclassify the current Technical Support Specialist I, Pay Grade (E) \$43291.00-\$61117.00, to Technical Support Specialist II, Pay Grade (F) \$48703.00-\$68758.00. The increased payroll cost is minimal. The role of the current Technical Support Specialist has evolved and the incumbent meets and exceeds the job description for the Technical Support Specialist II position. The experience and skills of the current staff person and readiness for increased duties and responsibilities support the decision to elevate this position.

SERVICE IMPLICATION

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	4	of	6
	Department:	41900 BUILDING & NEIGHBORHOOD SERVICES				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Position Reclassification - Zoning Enforcement Planner				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$0	\$0

PURPOSE / DESCRIPTION OF REQUEST

This request is to reclassify the current job title of the (2) Plans Examiner I positions in the BNS Zoning Division to Zoning Enforcement Planner and update the current job description. This position reclassification has no associated cost as the reclassification will not alter the pay grade of the position.

SERVICE IMPLICATION

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	5	of	6
	Department:	41900 BUILDING & NEIGHBORHOOD SERVICES				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Position Reclassification (3) - Municipal Inspection Officer I & II				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81000 PERSONNEL	\$5,412		\$5,412
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$1,624	\$0	\$1,624
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$7,036	\$0	\$7,036

PURPOSE / DESCRIPTION OF REQUEST
This request is to: 1) Reclassify and consolidate the current job titles of Zoning Enforcement Officer (2) and Neighborhood Services Coordinator (1) to Municipal Inspection Officer I (3) and update the current position description and organizational chart to reflect these positions reporting to the Neighborhood Resources Supervisor. This position reclassification has no associated cost as the reclassification will not alter the current pay grade of the position. 2) Create the job title of Municipal Inspection Officer II (3), Pay Grade (F) \$48,703.00-\$68,758.00. The increased payroll cost is minimal. The creation of this position will reduce turnover in the Municipal Inspection Officer I position, pay grade (E), and motivate incumbents in the role to expand upon their knowledge and experience to qualify for the Municipal Inspection Officer II position, pay grade (F).

SERVICE IMPLICATION

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

6

of

6

Department:

41900 BUILDING & NEIGHBORHOOD SERVICES

Division:

FranklinForward Theme:

An Effective and Fiscally Sound City Government Providing High Quality Service

Title:

New Position (1) - Municipal Inspection Officer I

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
81000 PERSONNEL	\$43,291		\$43,291
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$12,987	\$0	\$12,987
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$56,278	\$0	\$56,278

PURPOSE / DESCRIPTION OF REQUEST

This request is to create (1) additional Municipal Inspection Officer I position, Pay Grade (E) \$43,291.00-\$61,117.00, bringing the total amount of Municipal Inspection Officers in the BNS department to (4). The addition of a fourth Municipal Inspection Officer will ensure that adequate staffing is maintained to handle the increasing volume of zoning and property maintenance inspections and violations, as well as the additional duties and responsibilities that this position will be responsible for in enforcing Street Tree Ordinances.

SERVICE IMPLICATION



City of Franklin, Tennessee

FY 2022 Operating Budget

Community Development Block Grant Fund

Budget Summary

	2019 Actual	2020 Actual	2021 Budget	2021 EOY	2022 Budget	2021 v. 2022	
						\$	%
Beginning Fund Balance	89,691	100,451	113,066	113,066	181,370		
Revenues	384,606	282,395	513,312	539,813	323,000	-190,312	-37.08%
Expenditures	373,846	269,780	513,000	471,509	316,000	-197,000	-38.40%
Ending Balance	100,451	113,066	113,378	181,370	188,370		

Fund Summary

The Community Development Block Grant is funded annually by the Department of Housing and Urban Development. The City of Franklin has received approximately 2.3 Million (\$2,300,000) which has been used for various programs throughout the City. These include the rehabilitation of homes for our low to moderate income residents, fair housing outreach and education and the construction of new single family homes within our pocket communities. These communities have been identified by the US Census as Tract 508 subtracts 1, 2 and 3 and Tract 509.01 subtract 4 as the subtracts in Franklin; these tracts have incomes from \$31,250 to \$39,999 which constitutes less than 80% of the Nashville MSA medians.

Envision Franklin endorses the concept of vibrant neighborhoods being essential to the overall health of the community and should include a range of housing options.



COVID-19 Response & Impact

In the initial round of funding from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) the City of Franklin received Two-Hundred Thirteen Thousand Seven Hundred Eight-Nine Dollars and no/100, (213,789.00). With BOMA's approval we awarded these funds to various non-profits within our community to prevent, prepare for and respond to the Coronavirus. The awards were made on a reimbursement basis as recognizing the importance of the support these local agencies were providing to our residents.

The City received requests from fourteen agencies for various amounts which totaled the

Fund Goals

¹ Acting within the HUD guidelines the City prepares an Annual Action Plan that outlines the City's goals for the coming year and a Consolidate Annual Performance Evaluation Report that shares our successes of the previous year. Additionally, the City prepares a five-year Consolidated Plan that serves as the guiding document for the City of Franklin's Community Development Block Grant (CDBG) Program. The City will prepare a new five-year plan for the years 2020-2025.

These plans are presented in public meetings for review and comment by the public and ultimately presented and approved by the Board of Mayor and Alderman.

The City anticipates receiving over \$300,000 for the 2020-2021 program year. The City will continue to identify needs and determine the best way to leverage the funds to assist with meeting our goals and priorities that support our partners and non-profits to assist our low to moderate income residents.



City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart

There is no organization chart associated with the Community Development Block Grant Fund. It is supervised by personnel in the Building & Neighborhood Services Department.

Staffing by Position

There are no staff formally budgeted within the CDBG Fund. Operations of the fund are maintained by the City's Housing Development Coordinator. That position is budgeted within the Building and Neighborhood Services department.



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Beginning Fund Balance	89,691	100,451	113,066	113,066	181,370		
Revenues							
DEPT OF HOUSING AND URBAN DEV(FEDERAL)	373,845	269,780	300,000	321,813	318,000	18,000	6.0%
FEDERAL GRANTS (COVID-19)		-	213,000	213,000	-	(213,000)	100.0%
INTEREST INCOME	10,761	12,615	312	5,000	5,000	4,688	1501.9%
Total Available Funds	384,606	282,395	513,312	539,813	323,000	(190,312)	-37.1%
Expenses (Operations)							
LEGAL NOTICES	-	-	1,000	1,000	1,000	-	0.0%
CONSULTANT SERVICES	3,750	12,259	15,000	15,000	15,000	-	0.0%
OTHER CONTRACTUAL SERVICES	145,361	113,385	135,000	135,000	150,000	15,000	11.1%
BUILDING REPAIR & MAINTENANCE SERVICES	189,624	113,672	149,000	149,000	150,000	1,000	0.7%
GRANT PROGRAMS	35,111	30,464	213,000	171,509	-	(213,000)	-100.0%
Total Expenditures	373,846	269,780	513,000	471,509	316,000	(197,000)	-38.4%
Ending Fund Balance	100,451	113,066	113,378	181,370	188,370		



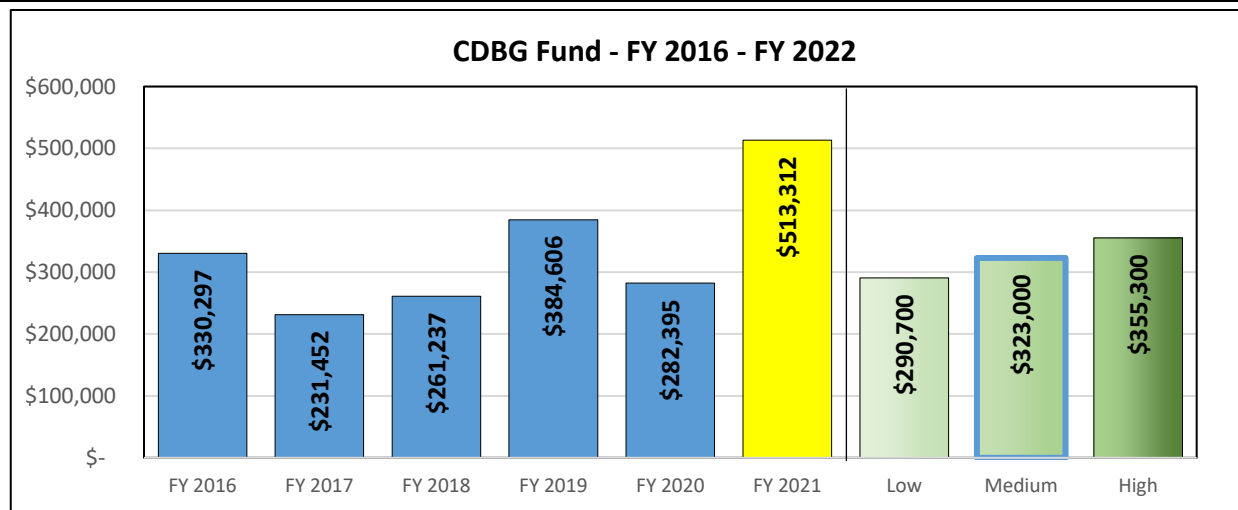
City of Franklin

Revenue Model

Fund:	Community Development Block Grant Fund	Percent of All Revenues	0.2%
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CDBG Fund: The Community Development Block Grant is funded by the Department of Housing and Urban Development based on an annual formula provided by HUD. Under the formula guideline the City receives about \$330,000 annually. To date the City of Franklin has received approximately \$2 million which has been used for emergency rehabilitation of about 62 homes within the City of Franklin for our elderly and low income residents, furthering Fair Housing education, new construction of single family homes within the Hard Bargain and Natchez neighborhoods and administrating homeless assistance on an as-needed basis.

A sizeable decrease is shown, though that is attributable to the fact that the FY 2021 budget was severely increased due to direct federal aid through the CDBG program for COVID-19 relief efforts. This projection assumes a base of \$318,000 - the aid amount from FY 2020. This will be amended via amendment later in FY 2022 and is based on this years federal funding letter from HUD.



	Actual					Budget	Forecast (FY 2022)			Averages
	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Low	Medium	High	
% yr/yr.	-26.3%	-29.9%	12.9%	47.2%	-26.6%	81.8%	-43.4%	-37.1%	-30.8%	
CDBG GRANT (FEDERAL)	329,866	230,374	257,808	373,845	269,780	513,000	286,200	318,000	349,800	3-yr Average
IN LIEU OF AFFORDABLE HOUSING FEES	0	0	0	0	0	0	-	-	-	\$ 309,413
INTEREST INCOME	431	1,078	3,427	10,761	12,615	312	4,500	5,000	5,500	22.0%
										5-Yr Average
										\$ 297,997
										14.5%
Totals	\$ 330,297	\$ 231,452	\$ 261,237	\$ 384,606	\$ 282,395	\$ 513,312	\$ 290,700	\$ 323,000	\$ 355,300	

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2020 & Estimates from Finance & Revenue Management Departments.

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Available Funds									
	33580	CDBG GRANT (FEDERAL)		323,000							
	33664	DEPT OF HOUSING AND URBAN DEV (FEDERAL)	373,845		269,780	513,000		534,813	318,000	318,000	318,000
=	XINTG	TOTAL INTERGOVERNMENTAL	373,845	323,000	269,780	513,000		534,813	318,000	318,000	318,000
	36100	INTEREST INCOME	10,761	306	12,615	312	290	5,000	5,000	5,000	5,000
=	XUMP	TOTAL USE OF MONEY & PROPERTY	10,761	306	12,615	312	290	5,000	5,000	5,000	5,000
=	XREV	Total Available Funds	384,606	323,306	282,395	513,312	290	539,813	323,000	323,000	323,000

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Operations									
	82310	LEGAL NOTICES		1,000		1,000		1,000	1,000	1,000	1,000
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY		1,000		1,000		1,000	1,000	1,000	1,000
	82560	CONSULTANT SERVICES	3,750	15,000	12,259	15,000		15,000	15,000	15,000	15,000
I	82599	OTHER CONTRACTUAL SERVICES	145,361	115,000	113,385	135,000	35,900	135,000	150,000	150,000	150,000
=	XCTS	TOTAL CONTRACTUAL SERVICES	149,111	130,000	125,644	150,000	35,900	150,000	165,000	165,000	165,000
I	82660	BUILDING REPAIR & MAINTENANCE SERVICES	189,624	188,000	113,672	149,000		149,000	150,000	150,000	150,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	189,624	188,000	113,672	149,000		149,000	150,000	150,000	150,000
I	84950	GRANT PROGRAMS	35,111		30,464	213,000	171,509	171,509			
=	XOPU	TOTAL OPERATIONAL UNITS	35,111		30,464	213,000	171,509	171,509			
=	XOP	TOTAL OPERATIONS	373,846	319,000	269,780	513,000	207,409	471,509	316,000	316,000	316,000
=	XTOT	TOTAL EXPENDITURES	373,846	319,000	269,780	513,000	207,409	471,509	316,000	316,000	316,000



File #: 21-01757

DATE: February 11, 2021
TO: Budget & Finance Committee
FROM: Kelly Dannenfelser, Asst. Director of Planning
SUBJECT:

Budget Presentation - Planning & Sustainability

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the Planning & Sustainability budget request for FY 2021-2022.

BACKGROUND/STAFF COMMENTS:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that the Budget & Finance Committee acknowledge the presentation of the Planning & Sustainability budget request.



City of Franklin, Tennessee
FY 2022 Operating Budget Request

Department of Planning & Sustainability

Kelly Dannenfelser, Assistant Director/Acting Director



City of Franklin, Tennessee - FY 2022 Budget Request

Planning & Sustainability Department

Slide 2

Outline

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

Purpose of Department

The Planning and Sustainability Department will strive to protect and enhance the built and natural environment by providing a comprehensive vision for future growth, protection of historic and natural resources, and excellent planning services for businesses and residents of Franklin.

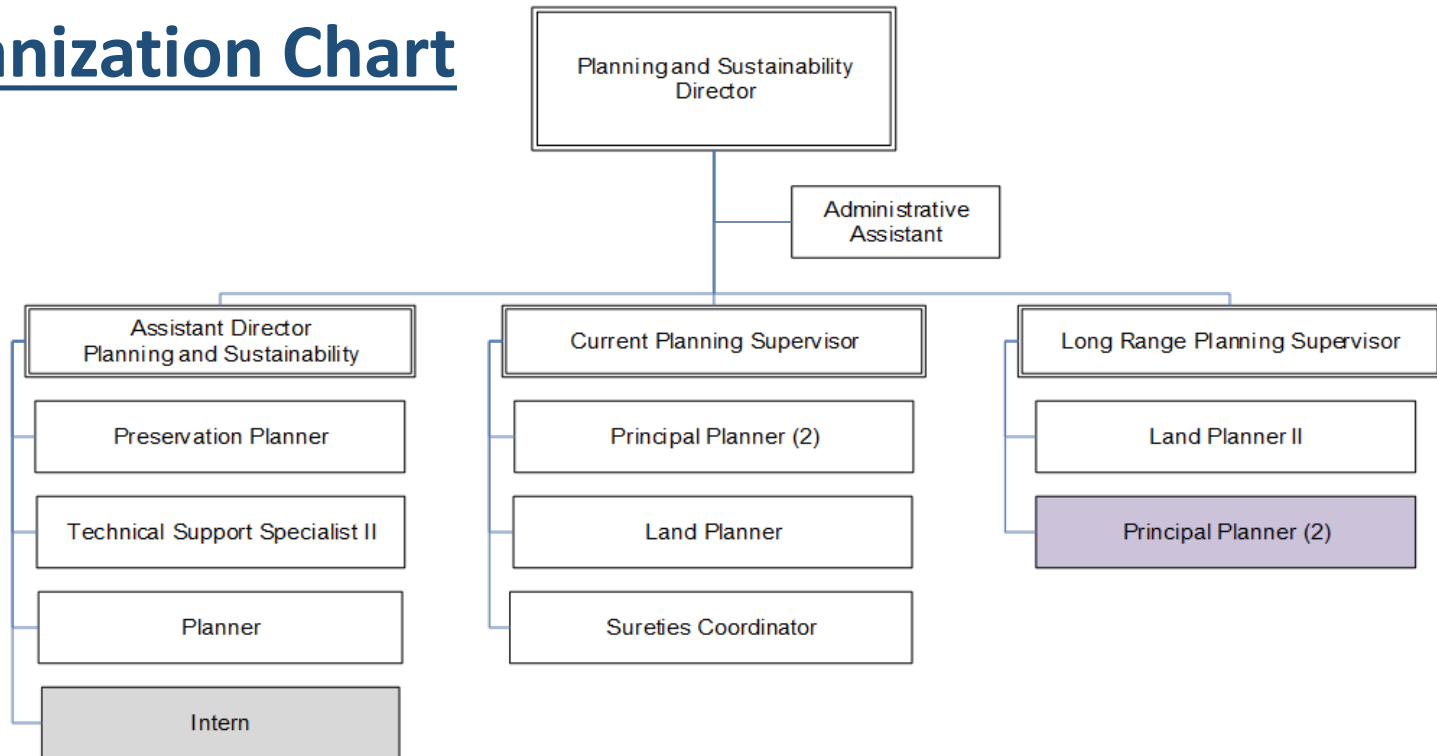
- Works with the Planning Commission and Board of Mayor and Aldermen to identify and complete long range planning initiatives.**
- Processes and reviews annexation requests and current development applications in order to continue quality growth.**
- Provides assistance to the Historic Zoning Commission, the Franklin Civil War Historical Commission, the Board of Zoning Appeals, the Sustainability Commission, and several other entities.**

City of Franklin, Tennessee - FY 2022 Budget Request

Planning & Sustainability Department

Slide 4

Organization Chart



Current Staffing:

(14) Full-Time Employees

(1) Full-Time Unbudgeted Position Requested for Restoration (est. \$84,184 in add. cost)

(1) Part-Time Unbudgeted Position



City of Franklin, Tennessee - FY 2022 Budget Request

Planning & Sustainability Department

Slide 5

Base Budget Request: Personnel

FY 2021 - \$1,368,756

FY 2022 - \$1,383,514

Difference: \$15,279 or 1.1%

Due to the continually increasing demands of Long Range Planning initiatives and studies for numerous growth areas in the Franklin Urban Growth Boundary, we request that the Long Range Principal Planner position be restored and budgeted in FY22.

This Long Range Principal Planner position was filled in previous years, but vacant and noted as Authorized, Unbudgeted in FY21. This position is a Pay Grade H.



City of Franklin, Tennessee - FY 2022 Budget Request

Planning & Sustainability Department

Slide 6

Base Budget Request: Operations

FY 2021: \$202,108

FY 2022: \$201,099

Difference: (\$1,010) or -0.5%

- Historic District Design Guidelines Update (already underway in FY21, \$15,000 for continued consultant services)**
- National Historic Resources Inventory Update for the Lewisburg Historic District (\$5,000 estimated local match for a grant to conduct the work)**
- Begin the first phases of a 5-year Comprehensive Envision Franklin Update, which includes staff analysis and auditing and preparing a schedule and scope for public outreach.**
- Continued emphasis on continuing professional education regarding annexation and growth, urban design, and best planning practices for the City staff and officials.**



City of Franklin, Tennessee - FY 2022 Budget Request

Planning & Sustainability Department

Slide 7

Base Budget Request: Capital

No proposed budget requests for capital.

Program Enhancement Requests

There is one (1) Program Enhancement proposed for FY22.

Goose Creek Coordinated Study Consultant \$ 200,000

The Goose Creek Area Plan would be conducted in conjunction with other City departments and a consultant team, for the properties in the Goose Creek basin that have been annexed (as well as forecasting future growth of the City in that basin). The Plan would analyze and coordinate future land uses, street network, and water/sewer infrastructure.

Future Request

One (1) Program Enhancement anticipated in FY23.

Envision Franklin Consultant \$ 150,000

An Envision Franklin comprehensive review should take place every five years to keep the plan up-to-date.

Long Range Planners would lead the review and drafting, while requested funds would be used to assist with public outreach, BOMA and FMPC engagement, and overall project management.



City of Franklin, Tennessee - FY 2022 Budget Request

Planning & Sustainability Department

Slide 10

Summary

It continues to be a busy and exciting time for the Department of Planning and Sustainability as we focus on:

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

Our top priorities for FY22 include the Historic District Design Guidelines Update, the Goose Creek Coordinated Study, updating our internal Plans of Services review procedures and policies, and the National Historic Resources Inventory Update for the Lewisburg Historic District.

We have a department of talented and dedicated professionals, many who recently joined our department, and we expect to have another exciting year.



City of Franklin, Tennessee

FY 2022 Operating Budget

Planning & Sustainability

Emily Wright, Planning & Sustainability Director

Budget Summary

	2019	2020	2021		2022	2021 v. 2022	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	1,315,080	1,261,300	1,368,236	1,365,756	1,383,514	15,279	1.1%
Operations	242,556	134,402	202,108	173,655	201,099	-1,010	-0.5%
Capital	0	0	0	0	0	0	0.0%
Total	1,557,636	1,395,702	1,570,344	1,539,411	1,584,613	14,269	0.9%

Departmental Summary

The Franklin Planning and Sustainability Department (P&SD) works with the Franklin Municipal Planning Commission in providing information and advice to the Board of Mayor and Aldermen and other City departments in order to assist them in making decisions concerning the growth and development of the City.

The P&SD also provides the following:

- Expertise, technical assistance, and staff support to the Planning Commission, the Board of Zoning Appeals, the Historic Zoning Commission, the Civil War Historical Commission, the Sustainability Commission, the Franklin Tree Commission, and various ad-hoc committees.
- Administration and Maintenance of Envision Franklin (the Land Use Plan) and the Zoning Ordinance in order to provide policies and regulations that continually strive to improve the built environment while protecting the City's natural and historic resources.
- Long-range planning initiatives to analyze, forecast, and guide future development.
- A leadership role in sustainability efforts for the City and the region.
- Implementation of processes in order to provide effective and efficient development review.
- Oversees performance agreements and sureties and coordinates inspections associated with improvements to new developments, including, but not limited to, drainage, landscaping, sidewalks, streets, and water/wastewater.
- Performs landscaping inspections and reviews.
- Seeks Federal and State funding opportunities in order to assist with activities and projects.
- Serves boards and committees related to regional and local transportation, including the MPO Board, the Technical Coordinating Committee to the MPO, and the RTA Board, and the TMA Board.
- Assists the Franklin Special School District, the Williamson County School System, and other cities within Williamson County in analyzing growth patterns.
- Assists the school system in introducing concepts of urban planning, historic preservation, and energy efficiency to students.



City of Franklin, Tennessee

FY 2022 Operating Budget

Planning & Sustainability

Emily Wright, Planning & Sustainability Director



COVID-19 Response & Impact

- Successfully transitioned to Virtual/Electronic Meetings for the JCW, FMPC, HZC, DRC, CWHC, BZA, and Sustainability Commission meetings, beginning in March 2020, without delays in reviews or meetings held.
- Successfully transitioned to Virtual Meetings for all Pre-application Meetings, citizen inquiries, plan meetings, required Neighborhood meetings, and Planning Department public outreach meetings associated with City projects. Updated website to provide details/recordings of these meetings.

FY 2022 Outlook

There are four new priorities for FY22: updating the Historic District Design Guidelines, conducting a National Historic Resources Inventory Update for the Lewisburg Historic District (with financial assistance from a grant), preparing a small area plan in conjunction with other Departments for the Goose Creek area (where new properties were annexed in 2019 and 2020), and updating our internal Plans of Services review procedures and policies.

Reviewing and recommending plans and rezoning requests is an ongoing responsibility of the P&SD, based on Envision Franklin and the Zoning Ordinance, to the Planning Commission and the Board of Mayor and Aldermen.

Long-range planning efforts include concluding the West Harpeth Area planning efforts if they bridge into the beginning of FY22, leading the Goose Creek Small Area Plan in conjunction with other City departments and a consultant team, and commencing the first phases of a 5-year Comprehensive Envision Franklin Update, which includes staff analysis and auditing and preparing a schedule and scope for public outreach. It is anticipated that funds for consultant services will be requested for the Comprehensive Envision Franklin Update in FY23.

Consistent involvement with the Nashville Area MPO will continue. The P&SD will continue to consider the importance of regional transportation for Franklin and how to plan and design land uses that support sustainable local and regional transportation. The P&SD will also work closely with RTA and TMA/Franklin Transit to identify potential long-term park and ride lots, transit routes and new stops, transit hub locations, and future inclusion of a Cool Springs Circulator, as funding permits.

Sustainability initiatives continue to be a primary focus. Through the LEED for Cities designation process in FY19, the City was able to gauge what areas need more attention in the coming years.

In a continued commitment to the vitality of the downtown area and historical and traditional neighborhood areas in our City, the Planning & Sustainability Department will continue its FY21 project to update the Historic District Design Guidelines. Additionally, the Preservation Plan dates to 2001 and needs to be reevaluated, which will be planned for an update in upcoming fiscal years.

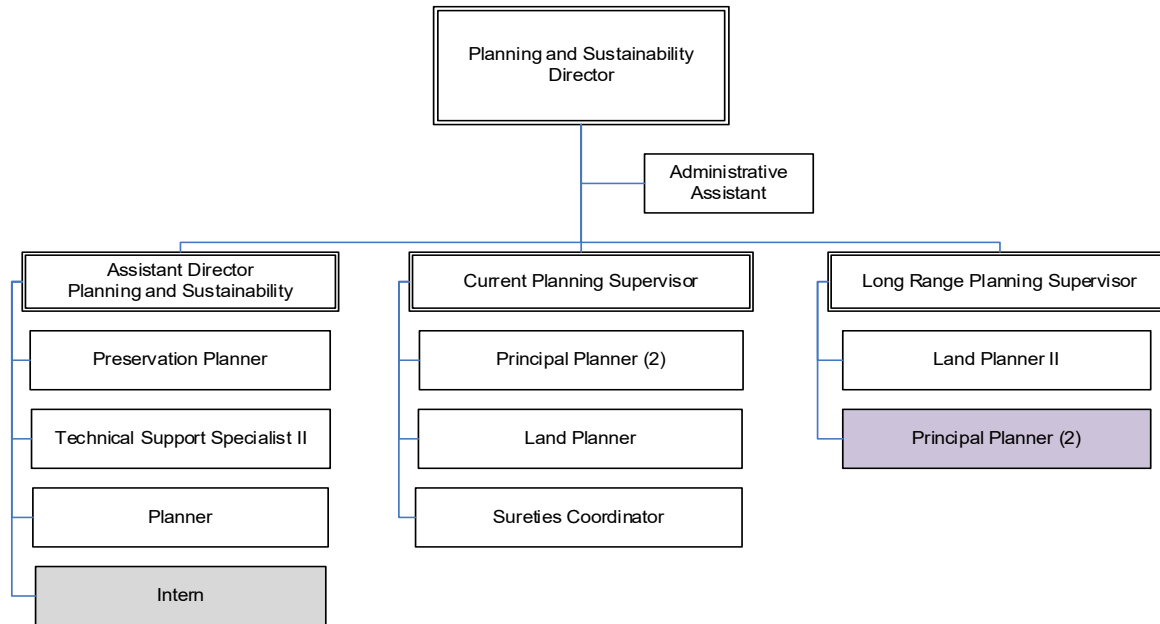
The P&SD anticipates another year of increasing development demand and annexation requests. Additionally, the P&SD will provide ample support for new City Hall planning efforts and outreach.



City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart



White: Positions Authorized and budgeted in FY 2022
Purple: Positions Authorized, Unbudgeted and Requested for Restoration in FY 2022
Grey: Positions Authorized but not budgeted in FY 2022

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



City of Franklin, Tennessee

FY 2022 Operating Budget

Staffing by Position

- Requested restoration of unbudgeted position in FY 2022

Budgeted Positions	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
ACA Community Development	Grade N	0	0	0	0	0	0	0	0	0	0
Director of Planning & Sustainability	Grade L	1	0	1	0	1	0	1	0	1	0
Asst. Director of Planning & Sustainability	Grade J	1	0	1	0	1	0	1	0	1	0
Current Planning Supervisor	Grade I	1	0	1	0	1	0	1	0	1	0
Long Range Planning Supervisor	Grade I	1	0	1	0	1	0	1	0	1	0
Principal Planner	Grade H	3	0	4	0	4	0	3	0	4	0
Preservation Planner	Grade H	1	0	1	0	1	0	1	0	1	0
Land Planner II	Grade H	0	0	1	0	1	0	1	0	1	0
Planning Senior	Grade G	1	0	0	0	0	0	0	0	0	0
Dev. Serv. Oper. Analyst	Grade G	0	0	0	0	0	0	0	0	0	0
Land Planner	Grade G	2	0	1	0	1	0	1	0	1	0
Surety Coordinator	Grade G	1	0	1	0	1	0	1	0	1	0
Technical Support Specialist II	Grade F	1	0	1	0	1	0	1	0	1	0
Planner	Grade F	0	0	1	0	1	0	1	0	1	0
Technical Support Specialist I	Grade E	1	0	0	0	0	0	0	0	0	0
Administrative Assistant	Grade D	1	0	1	0	1	0	1	0	1	0
Intern	---	0	1	0	1	0	1	0	0	0	0
Sub-Total Budgeted Positions		15	1	15	1	15	1	14	0	15	0
Authorized, Unbudgeted Positions											
Principal Planner	Grade H	0	0	0	0	0	0	1	0	0	0
Intern	---	0	0	0	0	0	0	0	1	0	1
Sub-Total - Unbudgeted Positions		0	0	0	0	0	0	1	1	0	1
Total Authorized Staffing		15	1	15	1	15	1	15	1	15	1



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

Related Theme: A Safe and Livable City

Franklin will enhance the value and character of our community through progressive and responsive development and neighborhood services.

Goal: Franklin will increase the percentage of residents who rate their neighborhoods as either good or excellent in an annual, biannual, or other specified periodic citizen survey

Baseline: Establish a baseline for measuring citizen satisfaction via Citizen, HOA, or social media surveys.

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

Goal: Increase the number of LEED certified buildings to attract energy friendly businesses and increase tax revenues.

Baseline: Franklin has nine (9) LEED certified buildings currently as of 2013 (www.usgbc.org/LEED).

Related Theme: Quality Life Experiences

Meeting transportation needs: Franklin will have a diverse transportation network that promotes, provides, and supports safe and efficient mobility choices for all, including driving, public transit, walking, and biking.

To be a community that promotes walking, jogging, and cycling.

Goal: To increase the Walkability Index Score for Franklin.

Baseline: Current walkability Index Score is 32. Achieved an Honorable Mention in walkfriendly.org.

Goal: To become a more bicycle friendly community.

Baseline: To become a bicycle-friendly designated community through assessment by the League of American Bicyclists.

To reduce energy costs, road congestion and improve air quality by better use of alternative transportation services

Goal: To reduce the number of days of air quality nonattainment in the City of Franklin.

Baseline: [none: need data point related to air quality].

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

Goal: To improve ranking as one of the top 10 communities providing for historic preservation in the U.S.

Baseline: Rank as 4th in nation for historic preservation (Preservation Network, 2012)

Baseline: Citizen Perception reported through community survey.

Related Theme: Sustainable Growth & Economic Prosperity

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

Goal: Update the Land Use Plan tied to transportation and infrastructure availability.

Baseline: The current Land Use Plan needs to include infrastructure planning and costs as components of Land Use updates. (Planning and Sustainability)

Goal: To increase the assessed valuation per square mile for land in City of Franklin



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

Baseline: Current assessed valuation per square mile is \$77,787,427 (Based on 41.28 sq. miles and property assessed value of 2012 of \$3,211,064,976. Finance Department)

Franklin will pursue growth and development that embraces its historic context and encourages revenue generation.

Goal: To increase private investment in Franklin's Historic Area.

Baseline: Franklin issued 94 Certificates of Appropriateness for construction in 2014 (Planning and Sustainability).

The value of investment dollars from COA's for 2014. (This number only reflects the valuations associated with the permits that been pulled as of this date and not projects without application for building permits. Planning and Sustainability)

Key:	
Strategic Plan: FranklinForward	
Benchmarking Alliance of Tennessee	
Franklin Citizens Survey	☒

Workload (Output) Measures

	2018	2019	2020*	2021*	2022*
Net Acreage Changes	0	540	477	339	339
Base Zoning Changes					
Acreage Zoned Due to Annexation	0	540	477	339	339
Acreage Rezoned	303	441	1746	830	830
Development Process Approval Measures					
Development Plans	17	19	12	16	16
Site Plans	68	40	66	58	58
Plats	67	51	63	60	60
Residential Approvals					
Total Units	305	1,978	3,075	1,142	1,142
Cases heard by BOZA	17	21	12	16	16
Residential site plans reviewed	54	43	19	39	39
Preliminary plats reviewed	2	0	0	1	1
Final plats reviewed	79	73	71	74	74
Municipal planner FTEs	8	8	6-7	8	8
Planning and zoning administrative and support FTEs	3	3	3	3	3
Engineering FTEs	4	4	4	4	4
Total planning and zoning revenues	\$ 168,458	\$ 206,689	\$ 198,258	\$ 191,135	\$ 191,135
Staff hours spent on comprehensive plan in given year	N/A	80	640	750	500
 Benchmarking Alliance of Tennessee Average	54	124	TBD	TBD	TBD
Staff hours evaluating zoning ordinance and subdivision regulation in given year	N/A	2,763	500	500	500
 Benchmarking Alliance of Tennessee Average	695	635	TBD	TBD	TBD
Staff hours spent completing a long range plan or a special project in given year	N/A	120	200	250	250
 Benchmarking Alliance of Tennessee Average	82	102	TBD	TBD	TBD



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

Amount of private investment in a historic district and/or downtown core	\$25,932,803	\$6,811,741	\$10,494,774	\$8,650,000	\$8,650,000
Benchmarking Alliance of Tennessee Average	\$ 11,393,047	\$ 5,530,164	TBD	TBD	TBD

Efficiency Measures

	2018	2019	2020*	2021*	2022*
Average number of days for preliminary plat review	35	N/A	N/A	42	42

Outcome (Effectiveness) Measures

	2018	2019	2020*	2021*	2022*
Increase the percentage of residents who rate their neighborhoods as either good or excellent in an annual, biannual, or other specified periodic citizen survey.					
% rating neighborhoods excellent/good?	93.0%	94.0%	94.0%	TBD	TBD
Target: (from Franklin Citizens Survey)	93.0%	93.0%	93.0%	TBD	TBD
Meets Target?	Yes	Yes	Yes	TBD	TBD
Increase the number of LEED certified buildings to attract energy friendly businesses and increase tax revenues.					
# of LEED Certified buildings in Franklin	27	27	30	32	34
Benchmarking Alliance of Tennessee Average	9	7	TBD	TBD	TBD
Target (Source: www.usgbc.org)	22	27	28	TBD	TBD
Meets Target?	Yes	Yes	Yes	TBD	TBD
Franklin will develop a quality level of service expectation for its citizens. 90% citizen satisfaction rated excellent/good for services as reported by community survey.					
Baseline: Responses from National Citizens Survey.	93%	93%	93%	TBD	TBD
Meets Target?	Yes	Yes	Yes	TBD	TBD
To be a community that promotes walking, jogging, and cycling and to become a more bicycle friendly community.					
Baseline: To become a bicycle-friendly designated community through assessment by the League of American Bicyclists.					
Meets Target?	No	No	No	TBD	TBD
Reduce the number of days of air quality nonattainment in the City of Franklin.					
Baseline: 0 days of non-attainment	0	0	0	0	0
Actual Days of non-attainment	0	0	0	TBD	TBD
Meets Target?	Yes	Yes	Yes	TBD	TBD
Improve ranking as one of the top 10 communities providing for historic preservation in the U.S.					
Current Ranking	4	4	N/A	TBD	TBD
Target	4	4	N/A	TBD	TBD
Meets Target?	Yes	Yes	N/A	TBD	TBD

Performance Measures

Update a minimum of one Land Use Plan character area with infrastructure capabilities every year.					
	Baseline: The current Land Use Plan needs to include infrastructure planning and costs as components of Land Use updates. (Planning and Sustainability)				
Target: At least 1 updated	0	1 Annual	1 Annual	2 Annual	2 Annual
Meets Target?	No	Yes	Yes	TBD	TBD
Reduce the poverty for citizens of Franklin to a rate at least 50% below the state average (State average is 16.9%) (2010 Census).					
Franklin Poverty Rate	7.0%	7.0%	6.60%	TBD	TBD
State Poverty Rate	15.0%	15.0%	13.90%	TBD	TBD
Target	7.5%	7.5%	7.5%	TBD	TBD
Meets Target?	Yes	Yes	Yes	TBD	TBD
Increase the assessed valuation per square mile for land in City of Franklin					
Current Assessed Value	\$ 4,883,087,226	\$ 5,008,158,858	\$ 5,254,702,750	TBD	TBD
Square Miles	42.15	42.15	43	TBD	TBD
Target	\$ 115,850,231	\$ 118,817,529	\$ 122,202,390	TBD	TBD
Meets Target?	Yes	Yes	Yes	TBD	TBD
Franklin will pursue growth and development that embraces its historic context and encourages revenue generation. Increase private investment in Franklin's Historic Area.					
# of Certificates of Appropriateness issued for construction	36	70	92	66	66
Value of investment dollars from COA's	\$ 25,932,803	\$ 6,811,741	\$10,494,774	\$8,650,000	\$8,650,000
Meets Target?	Yes	Yes	Yes	TBD	TBD

*Includes Residential and Commercial site plans.

**City engineers who are involved in development plan review but are housed in the Engineering Department.

Franklin Citizens Survey

	2016 Citizens Survey		2019 Citizens Survey	
	Excellent/ Good	Fair/Poor	Excellent/ Good	Fair/Poor
☒ % rating the value of Land use, planning and zoning	59%	41%	61%	39%
☒ % rating Your neighborhood as a place to live	92%	8%	95%	5%
☒ % rating Franklin as a place to live	97%	3%	98%	2%
☒ % rating the Quality of the overall natural environment in Franklin as it relates to Franklin as a whole	87%	13%	87%	13%



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

☒	% rating the Overall "built environment" of Franklin (including overall design, buildings, parks and transportation systems) as it relates to Franklin as a whole	77%	23%	79%	21%
☒	% rating the Sense of community in Franklin as it relates to Franklin as a whole	82%	18%	83%	17%
☒	% rating how important the Quality of the overall natural environment in Franklin is for the Franklin community to focus on in the next two years	87%	13%	87%	13%
☒	% rating how important the Overall "built environment" of Franklin (including overall design, buildings, parks and transportation systems) is for the Franklin community to focus on in the next two years	83%	17%	85%	15%

			Very Satisfied	Somewhat Satisfied	Somewhat Important	Not at all Important
☒	% rating their level of satisfaction with the City's management of growth	2016	29%	55%	15%	1%
		2019	29%	51%	13%	7%

*2021 and 2022 are estimates.



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	976,570	945,078	971,550	987,317	979,956	8,406	0.9%
Officials Fees	11,050	9,450	14,000	9,400	14,000	-	0.0%
Employee Benefits	327,460	306,772	382,686	369,039	389,558	6,872	1.8%
Total Personnel	1,315,080	1,261,300	1,368,236	1,365,756	1,383,514	15,279	1.1%
Operations							
Transportation Services	1,827	5,487	4,000	3,500	4,000	-	0.0%
Operating Services	2,673	8,246	14,500	6,200	13,000	(1,500)	-10.3%
Notices, Subscriptions, etc.	15,949	18,469	30,500	20,600	31,500	1,000	3.3%
Utilities	6,721	8,190	9,000	8,500	9,000	-	0.0%
Contractual Services	138,798	32,840	18,500	70,000	33,000	14,500	78.4%
Repair & Maintenance Services	2,447	4,647	4,500	2,600	4,500	-	0.0%
Employee programs	2,248	955	5,100	4,600	6,100	1,000	19.6%
Professional Development/Travel	31,619	21,478	54,000	5,500	49,000	(5,000)	-9.3%
Office Supplies	14,828	9,703	15,100	6,600	15,100	-	0.0%
Operating Supplies	-	-	1,500	3,000	2,500	1,000	66.7%
Fuel & Mileage	798	(867)	1,100	500	600	(500)	-45.5%
Machinery & Equipment (<\$25,000)	9,302	16,897	35,500	35,000	20,000	(15,500)	-43.7%
Repair & Maintenance Supplies	-	-	-	-	-	-	0.0%
Operational Units	7,500	450	-	-	5,000	5,000	0.0%
Property & Liability Costs	7,846	7,884	8,308	6,855	7,299	(1,010)	-12.2%
Permits	-	18	400	100	400	-	0.0%
Financial Fees	-	5	-	100	-	-	0.0%
Other Business Expenses	-	-	100	-	100	-	0.0%
Total Operations	242,556	134,402	202,108	173,655	201,099	(1,010)	-0.5%
Capital	-	-	-	-	-	-	0.0%
Total Planning & Sustain.	1,557,636	1,395,702	1,570,344	1,539,411	1,584,613	14,269	0.9%

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Personnel									
I=	81110	REGULAR PAY	974,889	1,072,944	944,179	1,002,032	547,277	987,277	1,009,844	1,060,336	1,113,353
_	81120	OVERTIME PAY	1,681	5,350	899	5,350	18	40	5,457	5,730	6,016
	81199	VACANCY ADJUSTMENT		(36,333)		(35,832)			(35,345)	(37,112)	(38,967)
=	XWAGE	TOTAL WAGES	976,570	1,041,961	945,078	971,550	547,295	987,317	979,956	1,028,954	1,080,402
_	81230	PLANNING COMMISSION & BOZA	11,050	14,000	9,450	14,000	4,400	9,400	14,000	14,000	14,000
=	XOFF	TOTAL OFFICIALS FEES	11,050	14,000	9,450	14,000	4,400	9,400	14,000	14,000	14,000
=	81410	FICA (EMPLOYER'S SHARE)	71,547	79,413	69,921	78,319	40,409	76,249	78,742	82,679	86,813
_	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	183,972	205,250	157,797	193,808	69,282	175,422	210,123	231,135	254,249
	81422	NEAR-SITE CLINIC (URGENT TEAM)					2,175	5,010	5,010	5,010	5,010
_	81425	VISION PREMIUMS	1,099	951	1,053	1,101	421	1,062	1,319	1,451	1,596
_	81430	DENTAL INSURANCE PREMIUMS	13,357	17,055	12,226	13,359	2,867	6,934	8,794	9,234	9,695
	81431	FSA ADMINISTRATION					330	458	500	500	500
=	81433	GROUP INSURANCE PREMIUMS					3,396	5,703	6,121	6,427	6,748
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(37,622)	(38,541)	(31,441)	(34,124)	(13,841)	(25,941)	(36,810)	(40,123)	(43,734)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400		8,200	3,000	1,167	4,000	4,000	4,000	4,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS					(1,546)	(3,252)	(5,203)	(5,463)	(5,736)
_	81444	EE VISION INSURANCE CONTRIBUTIONS					(92)	(179)	(251)	(264)	(277)
I	81450	RETIREMENT CONTRIBUTIONS	66,246	77,645	67,783	102,353	49,190	100,000	89,577	98,535	108,388
	81455	DEFERRED COMP MATCH	23,464	27,059	9,221	9,443	5,476	9,537	9,536	10,013	10,513
	81456	TCRS CONTRIBUTIONS (CITY)			8,865	15,037	5,173	11,312	17,690	19,459	21,405
	81460	UNEMPLOYMENT CLAIMS			13		(464)	100			
	81470	WORKERS COMPENSATION PREMIUMS	402	354	371	390	2,108	2,347	409	429	451
	81475	WORKERS COMPENSATION CLAIMS	195		363						
	81482	CAR ALLOWANCE	2,400	2,400	2,400		277	277			
=	XBEN	TOTAL BENEFITS	327,460	371,586	306,772	382,686	166,328	369,039	389,558	423,022	459,621
=	XPER	TOTAL PERSONNEL	1,315,080	1,427,547	1,261,300	1,368,236	718,023	1,365,756	1,383,514	1,465,976	1,554,023
		Operations									
	82110	MAILING & OUTBOUND SHIPPING SERVICES	1,818	3,000	5,478	4,000	637	3,500	4,000	4,000	4,000
	82130	VEHICLE LICENSES & TITLES	9		9						
=	XTRC	TOTAL TRANSPORTATION CHARGES	1,827	3,000	5,487	4,000	637	3,500	4,000	4,000	4,000
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	2,586	5,000	7,374	7,000	309	5,000	7,000	7,000	7,000
	82240	TRANSCRIPTION FEES				6,500			5,000	5,500	6,000
	82250	TESTING & PHYSICALS		1,000	796	1,000		1,000	1,000	1,000	1,000
	82299	OTHER OPERATING SERVICES	87		76		195	200			
=	XOPSV	TOTAL OPERATING SERVICES	2,673	6,000	8,246	14,500	504	6,200	13,000	13,500	14,000
	82310	LEGAL NOTICES	9,070	10,000	7,834	11,000	3,073	10,000	12,000	12,000	12,000
	82350	DUES FOR MEMBERSHIPS	5,983	10,000	4,856	10,000	515	7,000	10,000	10,500	10,500
I	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	551	5,000	5,205	8,000		2,500	8,000	10,000	10,000
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)			500	1,000		1,000	1,000		

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
82371	EMERGENCY RELIEF			74		28	100			
82390	PUBLICATIONS, NON-TRAINING	345	250		500			500	500	500
= XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	15,949	25,250	18,469	30,500	3,616	20,600	31,500	33,000	33,000
82450	TELEPHONE SERVICE	2,001	2,000	2,006	2,500	506	2,500	2,500	2,500	2,500
82455	CELLULAR TELEPHONE SERVICE	1,768	3,000	2,160	3,000	420	2,500	3,000	3,500	3,500
82470	INTERNET & RELATED SERVICES	2,952	3,000	4,024	3,500	1,220	3,500	3,500	4,000	4,000
= XUTIL	TOTAL UTILITIES	6,721	8,000	8,190	9,000	2,146	8,500	9,000	10,000	10,000
82510	COMPUTER SERVICES	2,553	2,000	2,940	3,500		3,000	3,000	3,500	3,500
+ 82560	CONSULTANT SERVICES	136,245	35,000	29,900	15,000		67,000	30,000	35,000	35,000
1	Various	136,245		29,900			17,000			
2	On-Call Consultant				25,000			15,000	35,000	35,000
3	Historic District Design Guidelines Consultant TPUDC						50,000	15,000		
4	FY 2019 PER - Franklin Zoning Ordinance On-Call Consultant		50,000							
5	Adjustments from Workbooks		(15,000)		(10,000)					
*	Amount missing from detail									
= XCTS	TOTAL CONTRACTUAL SERVICES	138,798	37,000	32,840	18,500		70,000	33,000	38,500	38,500
82610	VEHICLE REPAIR & MAINTENANCE SERVICES	197	500		500	55	500	500	1,000	1,000
82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,250	4,000	2,078	4,000	399	2,100	4,000	4,000	4,000
82660	BUILDING REPAIR & MAINTENANCE SERVICES			2,569						
= XRMVS	TOTAL REPAIR & MAINTENANCE SERVICES	2,447	4,500	4,647	4,500	454	2,600	4,500	5,000	5,000
82750	EMPLOYEE RECOGNITION/RECEPTIONS	274	500	184	600	150	600	600	600	600
82780	TRAINING, OUTSIDE	1,510	4,000	665	2,000		2,000	3,500	3,500	3,500
82790	TRAINING, IN-HOUSE	464		106	2,500		2,000	2,000	2,000	2,000
= XEPG	TOTAL EMPLOYEE PROGRAMS	2,248	4,500	955	5,100	150	4,600	6,100	6,100	6,100
+ 82810	REGISTRATIONS	10,009	8,000	6,244	14,500	830	2,000	14,000	15,000	15,500
1	various	10,009	14,000	4,472	14,500		2,000	14,000	15,000	15,500
2	Adjustments from Workbooks		(6,000)	1,772		830				
*	Amount missing from detail									
+ 82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,107	3,500	1,821	4,000		500	4,000	4,000	4,000
1	Misc.	1,107	4,000	166	4,000		500	4,000	4,000	4,000
2	FY 2020 PER - Continuing Ed. - DRT Peer City Travel		4,500							
3	Adjustments from Workbooks		(5,000)	1,655						
*	Amount missing from detail									
+ 82830	AIR TRAVEL	5,440	9,500	7,662	6,500	(889)		5,500	7,500	7,500
1	Misc.	5,440	6,500	1,514	6,500			5,500	7,500	7,500
2	FY 2020 PER - Continuing Ed. - DRT Peer City Travel		8,000							
3	Adjustments from Workbooks		(5,000)	6,148		(889)				
*	Amount missing from detail									
+ 82840	LODGING	13,441	11,000	4,493	21,500		2,000	18,000	20,000	22,500
1	Misc.	13,441	20,000	5,888	21,500		2,000	18,000	20,000	22,500
2	FY 2020 PER - Continuing Ed - DRT Peer City Travel		8,000							
3	Adjustments from Workbooks		(17,000)	(1,395)						
*	Amount missing from detail									
+ 82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	1,622	4,500	818	7,000		1,000	7,000	7,000	7,000

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
1	Misc.	1,622	7,000	710	7,000		1,000	7,000	7,000	7,000
2	FY 2020 PER - Continuing Ed. DRT Peer City Travel		4,500							
3	Adjustments from Workbooks		(7,000)	108						
*	Amount missing from detail									
82890	OTHER TRAVEL EXPENSES		500	440	500			500	500	500
= XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	31,619	37,000	21,478	54,000	(59)	5,500	49,000	54,000	57,000
83110	OFFICE SUPPLIES	3,466	4,000	3,578	4,500	424	4,000	4,500	4,500	5,000
83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	3,513	100		100		100	100	100	100
83130	EMPLOYEE BENEVOLENCE ITEMS	361	200	46	500		500	500	500	500
83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	7,488	10,000	6,079	10,000		2,000	10,000	10,000	10,000
= XOFS	TOTAL OFFICE SUPPLIES	14,828	14,300	9,703	15,100	424	6,600	15,100	15,100	15,600
83260	UNIFORMS PURCHASED		500		1,500		3,000	2,500	2,000	2,000
= XOPS	TOTAL OPERATING SUPPLIES		500		1,500		3,000	2,500	2,000	2,000
83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	798	1,000	(867)	1,000	17	500	500	750	750
83320	MILEAGE (INSIDE WILLIAMSON COUNTY)		100		100			100	100	100
= XFUEL	TOTAL FUEL & MILEAGE	798	1,100	(867)	1,100	17	500	600	850	850
83510	FURNITURE, FIXTURES (<\$25,000)	5,521	1,000	3,596	2,500		2,000	2,500	2,000	2,500
83540	COMPUTER HARDWARE (<\$25,000)	3,358	18,000	12,766	26,000	15,410	26,000	10,000	10,000	10,000
1	Various	3,358	2,000	9,342			26,000			
4	Microsoft Surface Pros--FMPC and Director		12,500							
5	Staff Computer Replacements		3,500	3,424	26,000	15,410		10,000	10,000	10,000
*	Amount missing from detail									
83550	COMPUTER SOFTWARE (<\$25,000)	423	4,500	535	7,000		7,000	7,500	7,500	8,000
= XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	9,302	23,500	16,897	35,500	15,410	35,000	20,000	19,500	20,500
84950	GRANT PROGRAMS	7,500		450				5,000	5,000	5,000
= XOPU	TOTAL OPERATIONAL UNITS	7,500		450				5,000	5,000	5,000
85110	PROPERTY INSURANCE	1,193	1,253	1,095	1,150	1,079	1,079	1,133	1,190	1,249
85111	FRAUD INSURANCE	1,134	1,191	1,152		1,412	1,412	1,483	1,557	1,635
85112	INLAND MARINE INSURANCE	88	92	88	92	89	89	93	98	103
85113	AUTO PHYSICAL DAMAGE	20	21	18	19	27	27	28	30	31
85115	LIABILITY INSURANCE	1,220	1,281	1,320	2,596	1,221	1,221	1,283	1,347	1,414
85116	E&O LIABILITY INSURANCE	2,669	2,802	2,639	2,770	1,539	1,539	1,616	1,697	1,782
85117	VEHICLE LIABILITY INSURANCE	474	498	395	415	397	397	417	438	460
85119	UMBRELLA LIABILITY	1,048	1,100	1,110	1,166	1,091	1,091	1,146	1,203	1,263
85140	SURETY/NOTARY BONDS		100	67	100			100	100	100
= XPLC	TOTAL PROPERTY & LIABILITY COSTS	7,846	8,338	7,884	8,308	6,856	6,855	7,299	7,660	8,037
85340	RECORDING & FILING FEES		400	18	400		100	400	400	400
= XPERM	TOTAL PERMITS		400	18	400		100	400	400	400
85530	E-COMMERCE FEES			5		22	100			

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
=	XFLF	TOTAL FINANCIAL FEES			5		22	100			
	85990	MISCELLANEOUS		100		100			100	100	100
=	XOBE	TOTAL OTHER BUSINESS EXPENSES		100		100			100	100	100
=	XOP	TOTAL OPERATIONS	242,556	173,488	134,402	202,108	30,176	173,655	201,099	214,710	220,087
		Capital									
=	XTOT	TOTAL EXPENDITURES	1,557,636	1,601,035	1,395,702	1,570,344	748,199	1,539,411	1,584,613	1,680,686	1,774,110



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Program Enhancement Summary

Priority	Fiscal Year	Request	Compensation	Benefits	Expenses	Total	Funded
Planning & Sustainability							
1	FY 2022	Goose Creek Area Coordinated Study	\$ -	\$ -	\$ 200,000	\$ 200,000	
Sub-total FY 2022 Requests Only			\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -
2	FY 2023	Envision Franklin Update	\$ -	\$ -	\$ 150,000	\$ 150,000	
Total			\$ -	\$ -	\$ 350,000	\$ 350,000	\$ -
			Compensation	Benefits	Expenses	Total	
Total G/F Requests			\$ -	\$ -	\$ 350,000	\$ 350,000	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ -
	A Effective and Fiscally Sound City Government Providing High Quality Service	\$ -
	Quality Life Experiences	\$ -
	Sustainable Growth & Economic Prosperity	\$ 350,000
Totals		\$ 350,000

Traditional Allocations

	Personnel	\$ -
	Operations	\$ 350,000
	Equipment	\$ -
	Capital	\$ -
Total		\$ 350,000

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	1	of	1
	Department:	41700 PLANNING & SUSTAINABILITY				
	Division:	Long Range				
	FranklinForward Theme:	Sustainable Growth & Economic Prosperity				
	Title:	Goose Creek Area Coordinated Study				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$0	\$0
Expenses			
82560 CONSULTANT SERVICES	\$150,000	\$50,000	\$200,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$150,000	\$50,000	\$200,000

PURPOSE / DESCRIPTION OF REQUEST

In the last two years, the City has annexed 35 parcels totaling 814 acres outside of the City's Urban Growth Boundary in the Goose Creek Area. Due to the fact that these properties are outside of the UGB, only limited comprehensive planning has been done to-date. Pressure to rezone these properties is increasing and is being requested in a piecemeal approach. The staff and the applicants are faced with many unanswered questions about the location, timing, and funding of needed infrastructure to support the growth and development requests, specifically related to the uncertainty of the potential second interstate interchange, the future street network alignment, potable water availability, sewer capacity, and the uncertainty regarding future annexations in this area, some of which will be necessary to effectively serve the area. The staff is requesting funds to help create an integrated plan and path forward for the development of these recently annexed properties and potential properties that could request annexation in the future.

The request could span FY22 and FY23 due to project timeline and future annexation, with \$150,000 being requested in FY22 and \$50,000 being requested in FY23.

SERVICE IMPLICATION

The staff from Administration, Engineering, Water, and Planning are in agreement that consultant services are needed to comprehensively plan this recently annexed area and also look ahead in anticipation of future requests outside of the UGB. Consultant services will help coordinate the future land uses with the timing, location, and funding of a planned street network, and water/sewer improvements.



File #: 21-01747

DATE: March 4, 2021
TO: Budget & Finance Committee
FROM: Brian Wilcox, Purchasing Manager
SUBJECT:

Budget Presentation - Purchasing

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the Purchasing Department budget request for FY 2021-2022.

BACKGROUND/STAFF COMMENTS:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that the Budget & Finance Committee acknowledge the presentation of the Purchasing Department budget request.



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Purchasing

Brian Wilcox, Purchasing Manager



City of Franklin, Tennessee - FY 2022 Budget Request

Purchasing

Slide 2

Outline

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

Focus of Purchasing

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

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

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

Mission of Purchasing

The mission of the City of Franklin Purchasing Office is:

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

Values, Principles of Public Procurement

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



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

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

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

Purchasing supports other departments by ...

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

- Vehicles and off-road equipment

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

Purchasing supports other departments by ...

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

- Technology

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

Purchasing supports other departments by ...

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

- Professional, consulting and other services

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

Purchasing supports other departments by ...

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

- Facility and field equipment

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

Purchasing supports other departments by ...

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

- Supplies

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

Purchasing supports other departments by ...

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

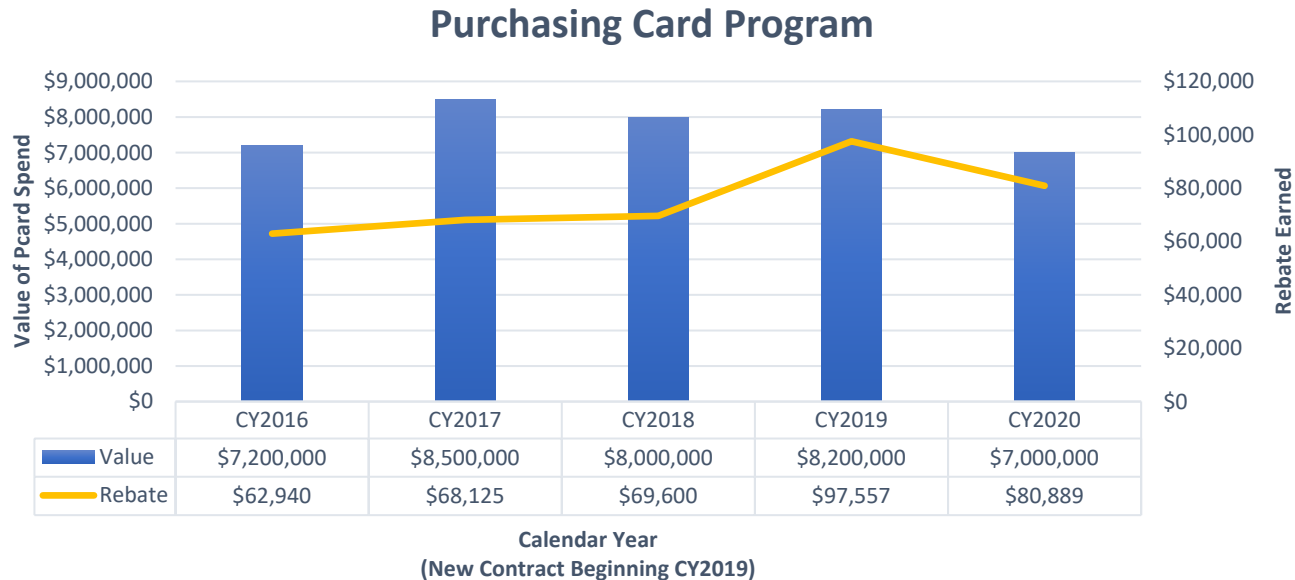
Purchasing supports other departments by ...

> In the field of public procurement:

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

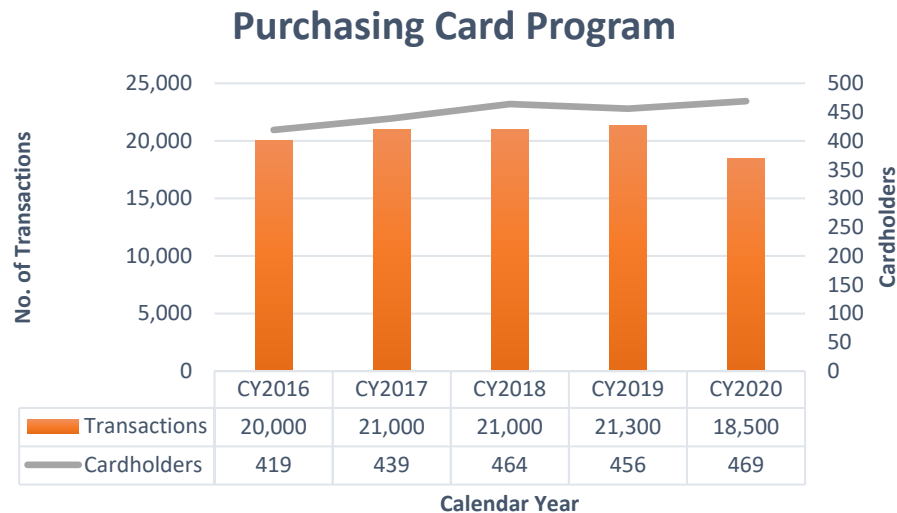
Purchasing supports other departments by ...

> Administering the City's purchasing card program



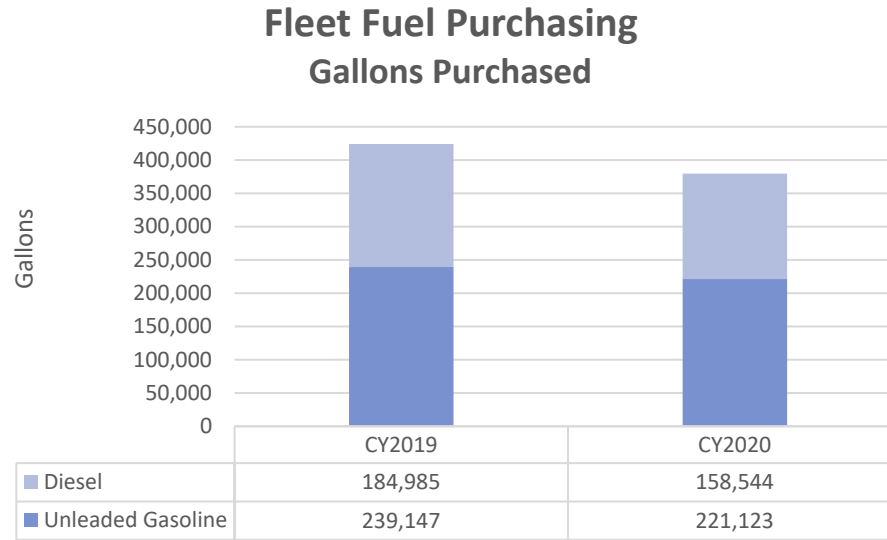
Purchasing supports other departments by ...

> Administering the City's purchasing card program



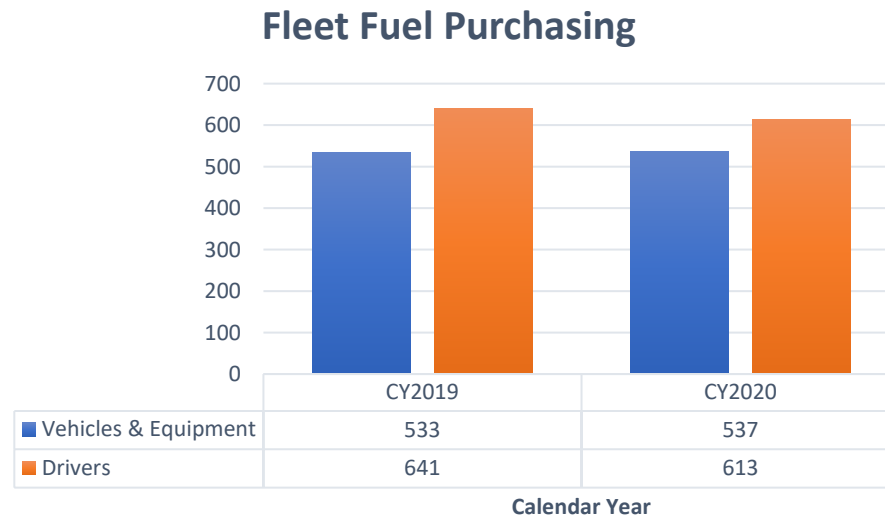
Purchasing supports other departments by ...

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



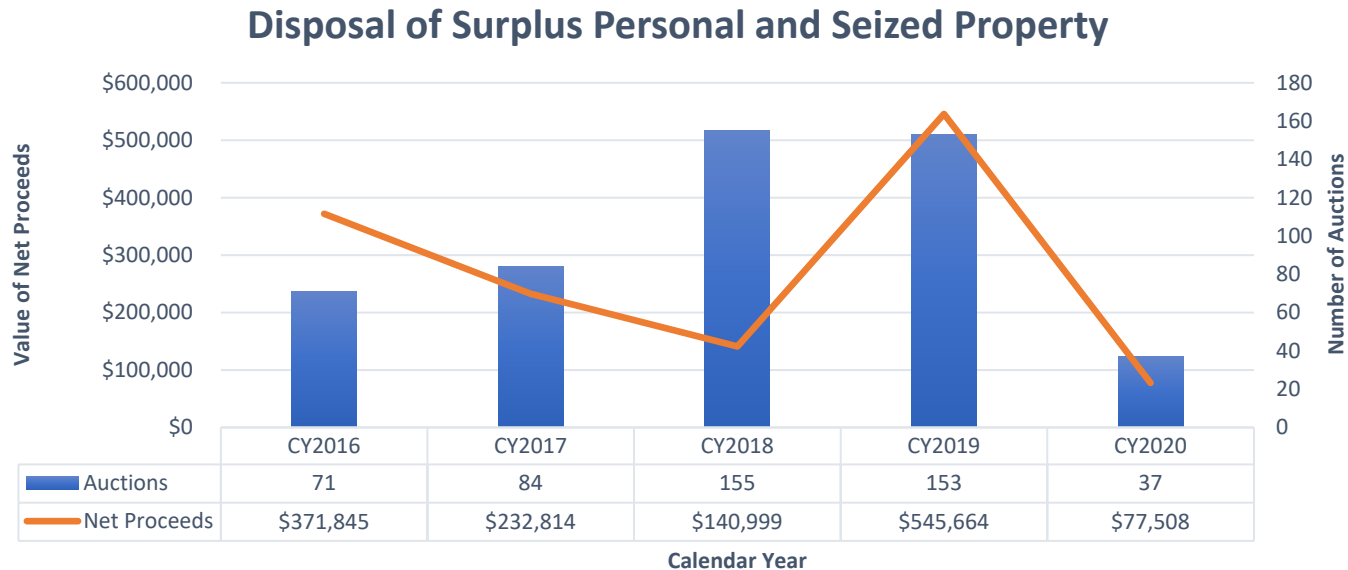
Purchasing supports other departments by ...

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



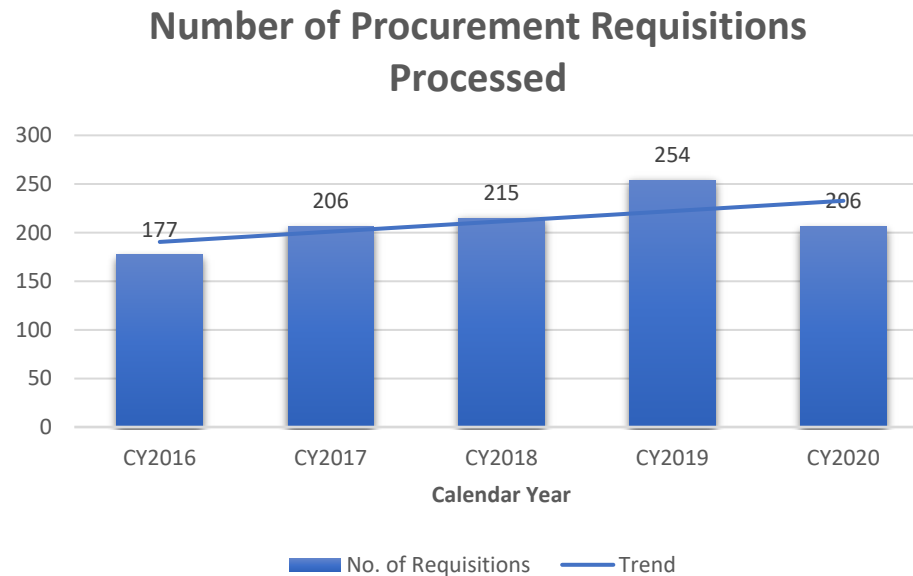
Purchasing supports other departments by ...

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

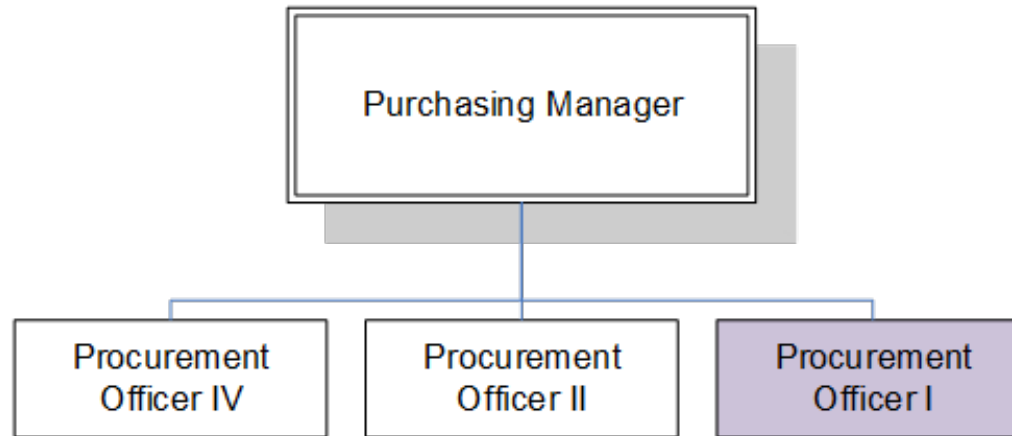


Purchasing supports other departments by ...

> Processing procurement requisitions



Organization Chart



Current Staffing:

(3) Full-Time Budgeted Employees

(1) Full-Time Unbudgeted Positions Requested for Restoration (est. \$64,471 in add. Cost for full year, \$53,726 for ten months)

Base Budget Request: Personnel

Budget FY2021 \$ 285,241

Budget FY2022 \$ 288,917

Difference: \$3,675 or 1.3%

Total Personnel 4:

Purchasing Manager (incumbent: Brian Wilcox, since 2004)

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

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

Procurement Officer I (vacant)

Base Budget Request: Operations

Budget FY2021 \$ 63,503 (\$ 2,772 *w/ interfund transfer*)

Budget FY2022 \$ 64,561 (\$ 2,008 *w/ interfund transfer*)

Difference: (\$764) or -27.6%

Most noteworthy change from FY2021 to FY2022:

Budget and pandemic permitting, Purchasing hopes to fill a vacancy in its staffing and transition from an office of three (which it has been since 2012) to an office of four.

Program Enhancement Requests

Total Enhancement Requests: 4

1. E-Procurement	\$ 20,000
2. OnBase - Automate Scanning and Indexing of P-card Documentation; A/P Workflow	\$104,720
3. Programmable Locks for Remote Diesel Sites	\$ 10,705
4. Document Warehousing	\$ 30,000
Total	\$165,425

Public procurement is a team effort

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

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

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



City of Franklin, Tennessee

FY 2022 Operating Budget

Purchasing

Brian Wilcox, Purchasing Manager

Budget Summary

	2019 Actual	2020 Actual	2021		2022 Budget	2021 v. 2022	
			Budget	Estimated		\$	%
Personnel	256,361	290,706	285,241	296,558	288,917	3,675	1.3%
Operations	-31,589	-30,220	2,772	-30,282	2,008	-764	-27.6%
Capital	0	0	0	0	0	0	0.0%
Total	224,772	260,486	288,013	266,276	290,925	2,911	1.0%

Departmental Summary

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

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

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



COVID-19 Response & Impact

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

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



City of Franklin, Tennessee

FY 2022 Operating Budget

Purchasing

Brian Wilcox, Purchasing Manager

FY 2022 Outlook

The Purchasing Office anticipates continuing to focus on its mission:

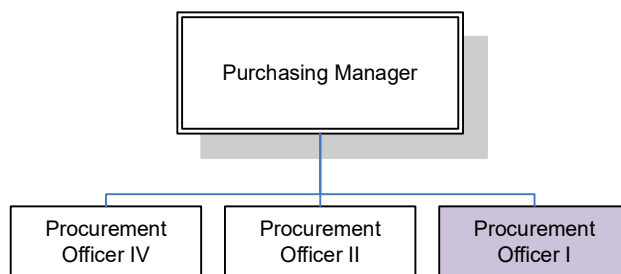
- to support the City's end-user departments in the policy-compliant procurement of non-construction-related products and services so that the City may fulfill its mission;
 - to strive for the City to receive maximum value for every non-construction-related purchase of the City;
- and
- to strive to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



City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart



White: Positions Authorized and Budgeted in FY 2022.

Purple: Positions Authorized, Unbudgeted and Requested for Restoration in FY 2022

Gray: Positions Authorized and Unbudgeted in FY 2022.

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

Staffing by Position

- Requested restoration of unbudgeted position in FY 2022

Budgeted Positions	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
Purchasing Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Procurement Officer IV	Grade H	0	0	0	0	1	0	1	0	1	0
Purchasing Analyst	Grade F	1	0	1	0	0	0	0	0	0	0
Procurement Officer II	Grade F	0	0	0	0	1	0	1	0	1	0
Procurement Officer I	Grade E	0	0	0	0	1	0	0	0	1	0
Purchasing Technician	Grade D	1	0	1	0	0	0	0	0	0	0
Sub-total - Budgeted Positions		3	0	3	0	4	0	3	0	4	0



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

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

Key:

Benchmarking Alliance of Tennessee



Workload (Output) Measures

	2018	2019	2020	2021*	2022*
Number of formal procurement solicitations processed by the Purchasing Office ^{1,2}	10	12	18	18	20
Number of City purchase orders prepared	76	88	81	65	80
Number of purchasing card transactions processed	21,363	20,385	20,363	18,000	20,000
Value of purchasing card transactions processed	\$ 8,313,466	\$ 7,718,273	\$ 7,747,624	\$ 6,500,000	\$ 7,500,000
Total organization purchasing dollar volume	\$ 82,160,081	\$ 74,131,240	\$ 118,607,334	\$ 79,000,000	\$ 80,000,000
 Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Value of City's rebate received for total spend, net of credits (by calendar year)	\$ 68,125	\$ 97,557	\$ 80,889	\$ 80,000	\$ 90,000
Number electronic auctions of surplus property	131	161	73	50	75
Value of proceeds from electronic auctions of surplus property <i>(before fee paid by City for electronic auction services)</i>	\$ 114,417	\$ 323,377	\$ 391,642	\$ 150,000	\$ 200,000
Fee paid by City for electronic auction services	\$ 8,611	\$ 24,281	\$ 29,300	\$ 11,250	\$ 15,000
Number of rolling stocks ⁶ items ordered in fiscal year	NA	NA	36	3	TBD
Value of rolling stock ⁶ items ordered in fiscal year	NA	NA	\$ 4,160,075	\$ 752,093	TBD
Number of formal protests received	0	1	0	0	0
Number of vendor outreach events attended	1	1	0	0	1
# of emergency ³ purchases known to Purchasing	2	4	2	5	3
# of sole-source ⁴ purchases known to Purchasing	9	9	14	7	9



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures continued

Efficiency Measures

	2018	2019	2020	2021*	2022*
Average number of calendar days (from receipt of card request to receipt of delivered card) for...					
... purchasing card	7	7	7	7	7
... fleet fuel driver number	1	1	1	1	1
... fleet fuel vehicle card	8	8	8	8	8
P-Card Purchasing Dollar Volume as a % of Total Purchasing Dollar Volume	10.12%	10.41%	6.53%	8.23%	9.38%
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD

Outcome (Effectiveness) Measures

	2018	2019	2020	2021*	2022*
Average number of calendar days from date of requisition to award of procurement for formal procurement solicitations ^{1,2} processed by the Purchasing Office	120	123	125	127	90
Target (90 Days)	90	90	90	90	90
Meets Target?	No	No	No	TBD	TBD
Average number of days from date of requisition approval to date of purchase order for rolling stock ⁶ items	NA	NA	8	3	3
Target (3 City Business Days)	3	3	3	3	3
Meets Target?	NA	NA	No	TBD	TBD

Notes

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

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

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

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

5 (*) FY 2021 and FY 2022 data are estimates

6 Rolling stock items defined as wheeled vehicles



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference	
						\$	%
Personnel							
Salaries & Wages	170,160	201,352	200,658	209,998	201,749	1,091	0.5%
Employee Benefits	86,201	89,354	84,583	86,560	87,168	2,585	3.1%
Total Personnel	256,361	290,706	285,241	296,558	288,917	3,675	1.3%
Operations							
Transportation Services	2,314	(581)	50	-	50	-	0.0%
Operating Services	327	425	550	100	550	-	0.0%
Notices, Subscriptions, etc.	1,727	2,019	4,475	2,868	4,140	(335)	-7.5%
Utilities	857	1,005	1,325	1,350	1,990	665	50.2%
Contractual Services	14,298	13,274	22,245	13,449	23,000	755	3.4%
Repair & Maintenance Services	743	932	1,020	300	1,040	20	2.0%
Employee Programs	-	-	100	-	100	-	0.0%
Professional Development/Travel	2,032	6,105	18,775	2,600	21,530	2,755	14.7%
Office Supplies	559	562	1,575	800	1,625	50	3.2%
Operating Supplies	-	-	100	-	100	-	0.0%
Fuel & Mileage	-	-	50	-	150	100	200.0%
Machinery & Equipment (<\$25,000)	141	2,488	10,600	6,900	8,100	(2,500)	-23.6%
Property & Liability Costs	2,133	2,513	2,639	2,082	2,186	(453)	-17.2%
Reimbursement of Interfund Trans.	(56,720)	(58,962)	(60,731)	(60,731)	(62,553)	(1,822)	3.0%
Total Operations	(31,589)	(30,220)	2,772	(30,282)	2,008	(764)	-27.6%
Capital							
Total Purchasing Department	224,772	260,486	288,013	266,276	290,925	2,911	1.0%

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	Personnel									
I=	81110 REGULAR PAY	170,096	220,620	200,779	207,521	119,338	207,498	208,749	219,186	230,146
-	81120 OVERTIME PAY	64	300	573	300	1,311	2,500	306	300	300
-	81199 VACANCY ADJUSTMENT		(9,045)		(7,163)			(7,306)	(7,672)	(8,055)
=	XWAGE TOTAL WAGES	170,160	211,875	201,352	200,658	120,649	209,998	201,749	211,814	222,391
=	81410 FICA (EMPLOYER'S SHARE)	12,344	16,386	14,569	15,898	8,790	16,065	15,993	16,793	17,632
-	81420 MEDICAL PREMIUMS - ACTIVE EEs/COBRA	57,661	37,641	51,277	53,552	22,541	54,100	54,099	59,509	65,460
-	81422 NEAR-SITE CLINIC (URGENT TEAM)					645	1,380	1,380	1,380	1,380
-	81425 VISION PREMIUMS	505	414	432	431	180	431	431	474	522
=	81430 DENTAL INSURANCE PREMIUMS	3,266	4,572	3,463	3,533	907	2,130	2,130	2,237	2,348
-	81431 FSA ADMINISTRATION					22	38	38	38	38
=	81433 GROUP INSURANCE PREMIUMS					761	1,307	1,280	1,344	1,411
-	81440 EE HEALTH INSURANCE CONTRIBUTIONS	(8,587)	(11,136)	(11,035)	(11,113)	(5,226)	(9,648)	(9,648)	(10,516)	(11,463)
=	81443 EE DENTAL INSURANCE CONTRIBUTIONS					(705)	(1,301)	(1,301)	(1,366)	(1,434)
-	81444 EE VISION INSURANCE CONTRIBUTIONS					(47)	(86)	(86)	(90)	(95)
I	81450 RETIREMENT CONTRIBUTIONS	14,721	16,193	22,594	11,073	5,466	10,931	11,529	12,682	13,950
-	81455 DEFERRED COMP MATCH	6,251	5,519	5,072	5,218	2,988	5,278	5,270	5,534	5,810
-	81456 TCRS CONTRIBUTIONS (CITY)			2,941	5,948	1,936	5,500	6,008	6,609	7,270
-	81470 WORKERS COMPENSATION PREMIUMS	40	400	41	43	389	435	45	47	50
=	XBEN TOTAL BENEFITS	86,201	69,989	89,354	84,583	38,647	86,560	87,168	94,675	102,879
=	XPER TOTAL PERSONNEL	256,361	281,864	290,706	285,241	159,296	296,558	288,917	306,489	325,270
	Operations									
	82110 MAILING & OUTBOUND SHIPPING SERVICES	2,314	50	(581)	50			50	50	50
=	XTRC TOTAL TRANSPORTATION CHARGES	2,314	50	(581)	50			50	50	50
	82210 PRINTING & COPYING SERVICES, OUTSOURCED		200	185	200			200	200	200
-	82250 TESTING & PHYSICALS	327	350	240	350		100	350	350	350
=	XOPSV TOTAL OPERATING SERVICES	327	550	425	550		100	550	550	550
	82310 LEGAL NOTICES		50		50			50	50	50
+	82350 DUES FOR MEMBERSHIPS	1,232	2,269	1,252	2,825	460	1,538	2,490	2,505	2,505
1	Various	733								
2	Civic organization		320		320			320	320	320
3	NIGP	439	439	439	500	460	460	500	500	500
4	TAPP	60	75		100		60	100	100	100
5	MTPPA		60		100		60	100	100	100
6	ICMA		650		700		693	715	730	730
7	UPPCC certification fees		525		555			555	555	555
8	UPPCC recertification fees				350		265			
9	FY 2020 PER - Procurment Officer IV		200	813	200			200	200	200
*	Amount missing from detail									
82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)		1,000		1,000			1,000	1,000	1,000

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
82371	EMERGENCY RELIEF			254			750			
82373	RECRUITMENT		25		50		50	50	50	50
+ 82390	PUBLICATIONS, NON-TRAINING	495	550	513	550		530	550	550	550
1	Various									
2	NIGP 5-digit commodity code annual license renewal	495	550	513	550		530	550	550	550
*	Amount missing from detail									
= XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	1,727	3,894	2,019	4,475	460	2,868	4,140	4,155	4,155
+ 82450	TELEPHONE SERVICE	365	665	334	675	84	650	1,290	1,300	1,300
1	desk phones						650	690	700	700
2	cell phone							600	600	600
3	Various - Corrections	365	665	334	675	84				
*	Amount missing from detail									
82470	INTERNET & RELATED SERVICES	492	620	671	650	203	700	700	700	700
= XUTIL	TOTAL UTILITIES	857	1,285	1,005	1,325	287	1,350	1,990	2,000	2,000
+ 82510	COMPUTER SERVICES	14,298	16,350	13,274	22,245		13,449	23,000	23,450	23,450
01	Various									
02	consulting services for Great Plains									
03	e-procurement software, annual licensing fee for core system									
04	e-procurement software, one-time implementation fee									
05	Spend analysis	13,988	16,350		16,700		12,939	17,000	17,350	17,350
06	Software for Tracking Certificates of Insurance									
07	FY 2019 PER - Quarterly Updates of Spend Analysis		5,095		5,200			5,300	5,400	5,400
10	Adjustment from Workbooks		(28,095)							
8	FY 2020 PER - Paramount WorkPlace Setup		23,000							
9	Adobe renewals	310		13,274	345		510	700	700	700
*	Amount missing from detail									
= XCTS	TOTAL CONTRACTUAL SERVICES	14,298	16,350	13,274	22,245		13,449	23,000	23,450	23,450
+ 82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	743	1,000	932	1,020	77	300	1,040	1,060	1,060
1	Various									
2	Multi-function copier	743	1,000	932	1,020	77	300	1,040	1,060	1,060
*	Amount missing from detail									
= XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	743	1,000	932	1,020	77	300	1,040	1,060	1,060
82790	TRAINING, IN-HOUSE		100		100			100	100	100
= XEPG	TOTAL EMPLOYEE PROGRAMS		100		100			100	100	100
+ 82810	REGISTRATIONS	1,025	6,445	2,777	6,575	25	2,600	8,850	8,990	8,990
1	Various									
10	CPPB Exam Fee			315				315	315	315
11	Adjustments from Workbooks		(2,000)		(2,000)					
2	Annual NIGP Forum & Expo	800	2,000	940	2,040		2,000	2,080	2,120	2,120
3	Various NIGP seminars		1,600	510	1,630			1,660	1,700	1,700
4	Various NIGP webinars	150	570		570		300	600	600	600
5	Fall conference of TAPP		250		250	25	75	250	250	250
6	Spring conference of TAPP	75	250		250		225	300	300	300
7	Summary of Public Acts presented by UT-MTAS		25		25			25	25	25

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
8	Various SkillPath webinars/seminars		750		750			500	500	500
9	FY 2020 PER - Procurement Officer IV		3,000	1,012	3,060			3,120	3,180	3,180
*	Amount missing from detail									
+ 82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	248	2,230	396	2,550			2,550	2,550	2,550
1	Various									
2	Annual NIGP Forum & Expo	171	500	141	500			500	500	500
3	Various NIGP seminars		500		500			500	500	500
4	Fall conference of TAPP		550		800			800	800	800
5	Spring conference of TAPP	77	300		450			450	450	450
6	Monthly MTPPA chapter meetings		130		100			100	100	100
7	DBE Outreach Events		100		50			50	50	50
8	Various SkillPath seminars		150	255	150			150	150	150
*	Amount missing from detail									
+ 82830	AIR TRAVEL	218	2,500	392	2,500			2,500	2,500	2,500
1	Various									
2	Annual NIGP Forum & Expo	218	1,000	392	1,000			1,000	1,000	1,000
3	Possible NIGP Committee Meetings									
4	NIGP Seminar		500		500			500	500	500
5	FY 2020 PER - Procurement Officer IV		1,000		1,000			1,000	1,000	1,000
*	Amount missing from detail									
+ 82840	LODGING	513	5,750	2,194	5,380			5,810	5,830	5,830
1	Various									
2	Annual NIGP Forum & Expo		2,500	1,880	2,100			2,500	2,500	2,500
3	Various NIGP seminars		300		300			300	300	300
4	Fall conference of TAPP	316	650		680			700	710	710
5	Spring conference of TAPP	197	300		300			310	320	320
6	Possible NIGP Committee Meetings									
7	FY 2020 PER - Procurement Officer IV		2,000	314	2,000			2,000	2,000	2,000
*	Amount missing from detail									
+ 82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	28	1,700	346	1,650			1,700	1,700	1,650
1	Various									
2	Annual NIGP Forum & Expo		500	346	500			500	500	500
3	Various NIGP seminars		200		200			200	200	200
4	Fall conference of TAPP		200		200			200	200	200
5	Spring conference of TAPP		150		150			200	200	150
6	MTPPA annual banquet		300		200			200	200	200
7	Various SkillPath seminars		50		50			50	50	50
8	MTPPA meetings	28	100		150			150	150	150
9	FY 2020 PER - Procurement Officer IV		200		200			200	200	200
*	Amount missing from detail									
82890	OTHER TRAVEL EXPENSES		120		120			120	120	120
= XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	2,032	18,745	6,105	18,775	25	2,600	21,530	21,690	21,640
83110	OFFICE SUPPLIES	471	1,000	392	1,000	149	800	1,000	1,000	1,000
83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)		255		250			250	250	250
83130	EMPLOYEE BENEVOLENCE ITEMS		50	15	100			100	100	100
+ 83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	88	225	155	225			275	275	275
1	Various									
2	refreshments for quarterly meetings of Departmental Purchasing Agents	88	200		200			250	250	250

Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
3	Halloween Candy		25		25			25	25	25
4	Spring TAPP			155						
*	Amount missing from detail									
= XOF5	TOTAL OFFICE SUPPLIES	559	1,530	562	1,575	149	800	1,625	1,625	1,625
83299	OTHER OPERATING SUPPLIES		100		100			100	100	100
= XOPS	TOTAL OPERATING SUPPLIES		100		100			100	100	100
83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)		250					100	100	100
83320	MILEAGE (INSIDE WILLIAMSON COUNTY)		50		50			50	50	50
= XFUEL	TOTAL FUEL & MILEAGE		300		50			150	150	150
+ 83510	FURNITURE, FIXTURES (<\$25,000)		1,500		2,500			2,500	500	500
1	Contingency							500	500	500
2	Reconfiguration of outer office							2,000		
3	various - corrections		1,500		2,500					
*	Amount missing from detail									
+ 83530	MACHINERY & EQUIPMENT (<\$25,000)	119	1,000		500			1,000	500	500
1	Various	119	1,000		500				500	500
2	Multi-function copier									
3	For new position							500		
4	Contingency							500		
*	Amount missing from detail									
+ 83540	COMPUTER HARDWARE (<\$25,000)	22	3,500	2,488	6,600	3,638	6,900	4,600	2,300	9,200
1	Contingency							2,300	2,300	
2	Scheduled Replacement						6,900			9,200
3	For new position							2,300		
4	Various corrections	22	3,500	2,488	6,600	3,638				
*	Amount missing from detail									
83550	COMPUTER SOFTWARE (<\$25,000)		1,000		1,000					
= XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	141	7,000	2,488	10,600	3,638	6,900	8,100	3,300	10,200
85110	PROPERTY INSURANCE	1,193	1,253	1,095	1,150	1,079	1,079	1,133	1,190	1,249
85111	FRAUD INSURANCE	170	179	257		261	261	274	288	302
85112	INLAND MARINE INSURANCE	29	30	29	30	30	30	32	33	35
85115	LIABILITY INSURANCE	183	192	295	580	226	226	237	249	261
85116	E&O LIABILITY INSURANCE	401	421	589	618	284	284	298	313	329
85119	UMBRELLA LIABILITY	157	165	248	260	202	202	212	223	234
= XPLC	TOTAL PROPERTY & LIABILITY COSTS	2,133	2,240	2,513	2,638	2,082	2,082	2,186	2,296	2,410
87510	REIMB OF INTERFUND SERVICES	(56,720)	(58,962)	(58,962)	(60,731)	(28,507)	(60,731)	(62,553)	(64,429)	(66,362)

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(56,720)	(58,962)	(58,962)	(60,731)	(28,507)	(60,731)	(62,553)	(64,429)	(66,362)
=	XOP	TOTAL OPERATIONS	(31,589)	(5,818)	(30,220)	2,772	(21,789)	(30,282)	2,008	(3,903)	1,128
		Capital									
=	XTOT	TOTAL EXPENDITURES	224,772	276,046	260,486	288,013	137,506	266,276	290,925	302,586	326,398



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Purchasing						
1	E-Procurement	\$ -	\$ -	\$ 20,000	\$ 20,000	
2	Onbase - Automate Scanning and Indexing of P-card Documentation; A/P Workflow	\$ -	\$ -	\$ 104,720	\$ 104,720	
3	Programmable Locks for Remote Diesel Sites	\$ -	\$ -	\$ 10,705	\$ 10,705	
4	Document Warehousing	\$ -	\$ -	\$ 30,000	\$ 30,000	
Total		\$ -	\$ -	\$ 165,425	\$ 165,425	\$ -
		<u>Compensation</u>	<u>Benefits</u>	<u>Expenses</u>	<u>Total</u>	
Total G/F Requests		\$ -	\$ -	\$ 165,425	\$ 165,425	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ -
	A Effective and Fiscally Sound City Government Providing High Quality Service	\$ 165,425
	Quality Life Experiences	\$ -
	Sustainable Growth & Economic Prosperity	\$ -
Totals		\$ 165,425

Traditional Allocations

	Personnel	\$ -
	Operations	\$ 154,720
	Equipment	\$ 10,705
	Capital	\$ -
Total		\$ 165,425

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	1	of	4
	Department:	41340 PURCHASING				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	E-Procurement				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
82510 COMPUTER SERVICES	\$1,000	\$19,000	\$20,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$1,000	\$19,000	\$20,000

PURPOSE / DESCRIPTION OF REQUEST
Software and computer services for components of an e-procurement system. Based on recommendations from colleagues at other municipalities, the two vendors being considered are Ionwave Technologies and ProcureNow. Ionwave Technologies has quoted \$19,000 per year for sourcing, bid evaluation scoring and contract management with a \$1,000 implementation fee. Hosting, support and maintenance services are included as well as the single sign-on (ADFS) feature. Pricing is based on 5 users. ProcureNow is a relatively new company with a similar product offering that includes a simplified procurement requisition workflow feature. The total for the full product offering (collaboration, sourcing, and contracts modules) is \$12,600 per year.
SERVICE IMPLICATION
The goal is to improve service to departments and vendors with the electronic distribution of solicitations, preparation and submittal of bids, receipt of bids, and tabulation and posting of bid tabulations. Benefits of the e-procurement products listed above are increased capacity and time savings of the Purchasing Office, improved effectiveness and accuracy of the tabulation and posting of bid tabulations. These tools would benefit the vendors because paper bids and proposals would be replaced by a more convenient electronic submission tool which would have controls built in that would help guide the vendors to submit a complete submittal / proposal.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	2	of	4
	Department:	41340 PURCHASING				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Onbase - Automate Scanning and Indexing of P-card Documentation; A/P Workflow				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$0	\$0
Expenses			
82560 CONSULTANT SERVICES	\$15,600		\$15,600
82510 COMPUTER SERVICES	\$57,600		\$57,600
82510 COMPUTER SERVICES		\$11,520	\$11,520
82560 CONSULTANT SERVICES	\$5,000		\$5,000
82560 CONSULTANT SERVICES	\$15,000		\$15,000
			\$0
TOTAL	\$93,200	\$11,520	\$104,720

PURPOSE / DESCRIPTION OF REQUEST	
LBMC Technologies, LLC to automate scanning & indexing of p-card supporting documentation.	
Consulting Fee for existing product (80 hours)	\$15,600
One-time purchase of 20 additional licenses, if and as needed	\$57,600
Annual ongoing maintenance (for 20 additional licenses)	\$11,520
Optional Phase 2 ("Great Plains Integration with APP Enabler – Setting up GP screens for document retrieval")	\$ 5,000
Consulting Fee for A/P workflow	\$15,000

SERVICE IMPLICATION
Manually scanning and indexing supporting documentation for purchasing card transactions into OnBase, the City's electronic archive of various and sundry documents, is itself a very labor-intensive process, and it also imposes on each cardholder (or someone acting on behalf of the cardholder) the need to print, sort and submit the printed documentation. Since inception of the City's purchasing card program, the Purchasing Office has manually scanned and indexed this documentation. For the approximately 20,000 transactions per year currently charged by the City's 450+ cardholders, the manual scanning and indexing takes an estimated 40 hours per month for one Purchasing Office staff person. Replacing the manual processes with an automated process would allow the Purchasing Office to dedicate at least some of this time for other priorities of the City, and it would be less burdensome on the cardholder/delegate since it would also replace the need to print, sort and submit the printed documentation with an electronic matching and submittal process, a process that has been requested from time to time by the departments, especially as many office staff have recently been working remotely more so than before CY2020. The OnBase software already owned by the City includes the capability to automate the scanning and indexing process but that capability has not been utilized by the City. This program enhancement request includes funding (a) for consulting services necessary to implement the automated process, (b) for consulting services necessary to implement an optional integration of OnBase with Microsoft Dynamics Great Plains, the City's accounting system, and (c) for additional user licenses, if needed, to permit more City personnel to access OnBase.

FY 2022 Program Enhancement Request Form



HISTORIC
FRANKLIN
TENNESSEE

Intended Year:

2022

Department Priority:

3

of

4

Department:

41340 PURCHASING

Division:

FranklinForward Theme:

An Effective and Fiscally Sound City Government Providing High Quality Service

Title:

Programmable Locks for Remote Diesel Sites

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
83530 MACHINERY & EQUIPMENT (<\$25,000)	\$10,705		\$10,705
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$10,705	\$0	\$10,705

PURPOSE / DESCRIPTION OF REQUEST

Request to purchase Medeco programmable locks to secure access to remote diesel sites. These locks are available through 360 Network Solutions, LLC.

SERVICE IMPLICATION

Programmable locks will provide security for the remote diesel sites while also allowing for convenient access for refueling by the contracted vendor.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	4	of	4
	Department:	41340 PURCHASING				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Document Warehousing				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$0	\$0
Expenses			
82230 ARCHIVING/RECORDS MANAGEMENT SERVICES		\$30,000	\$30,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$30,000	\$30,000

PURPOSE / DESCRIPTION OF REQUEST

To obtain the services of an office records management company for the storage of archived documents including the initial pickup of documents and delivery of retrieved documents. The figure above is an estimate provided by the Facilities manager and estimates the cost for the departments that currently use the basement of the City-owned Five Points building.

SERVICE IMPLICATION

We need a place where documents will be stored in an area free of dust and mold and may be retrieved quickly and safely. The current storage area being used in the basement of the Post Office is at risk of flooding and the dust is a health problem for employees. Access to the area is not as restricted as it should be and documents are susceptible to getting lost and thus at risk for not meeting the retention requirements. Moving the heavy boxes up and down the stairs and placed on the shelves is difficult. A records management company would pickup the boxes and take them to their clean secure facility and deliver them to us when needed.



File #: 21-01748

DATE: March 4, 2021
TO: Budget & Finance Committee
FROM: Mike Lowe, Comptroller
Michael Walters Young, Budget and Analytics Manager

SUBJECT:

Budget Presentation - Finance

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the Finance Department budget request for FY 2021-2022.

BACKGROUND/STAFF COMMENTS:

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

FINANCIAL IMPACT:

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

RECOMMENDATION:

Staff recommends that the Budget & Finance Committee acknowledge the presentation of the Finance Department budget request.



City of Franklin, Tennessee
FY 2022 Operating Budget Request

Finance Department

Kristine Tallent, Assistant City Administrator/CFO

Mike Lowe, Comptroller

Michael Walters Young, Budget & Strategic Innovation Manager



City of Franklin, Tennessee - FY 2022 Budget Request

Finance Department

Slide 2

Outline

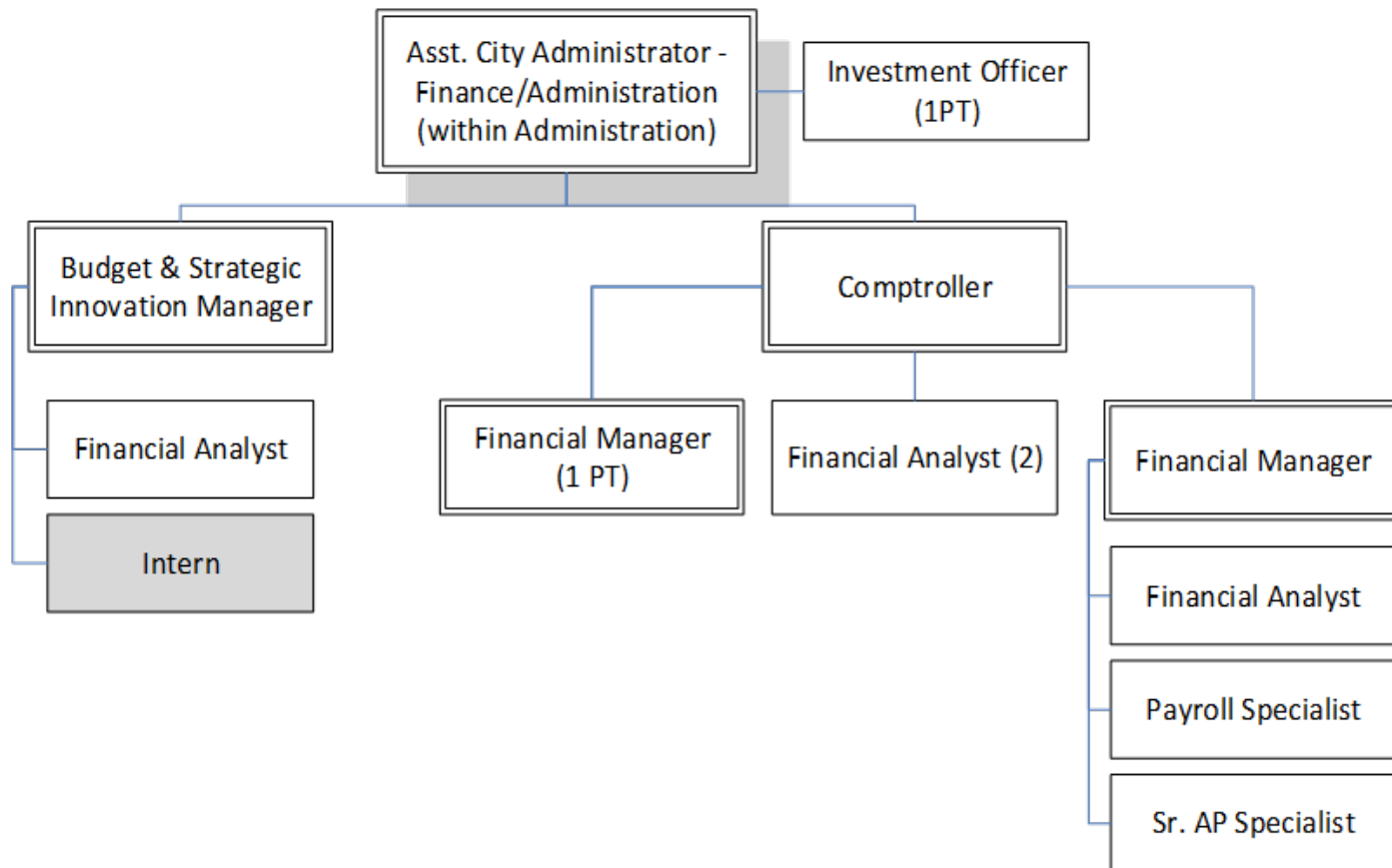
- Purpose of Department**
- Organization Chart**
- Base Budget Request
 - Personnel**
 - Operations****
- Program Enhancements**
- Summary**

Purpose of Department

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

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

Organization Chart





City of Franklin, Tennessee - FY 2022 Budget Request

Finance Department

Slide 5

Base Budget Request: Personnel

FY 2021: \$1,012,828

FY 2022: \$1,018,040

Decrease: \$5,212, or 0.5%

Some personnel costs decrease in FY 2022 as a result of a change in Medical Premiums and Retirement Benefit costs for Finance employees.



City of Franklin, Tennessee - FY 2022 Budget Request

Finance Department

Slide 6

Base Budget Request: Operations

FY 2021: \$ - 61,298* (\$173,687 w/o offset)

FY 2021: \$ - 52,827* (\$186,858 w/o offset)

Increase: \$ 8,471

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

Overall, the Operations budget will increase due to scheduled equipment replacements.



City of Franklin, Tennessee - FY 2022 Budget Request

Finance Department

Slide 7

Program Enhancement Requests

The department is requesting 2 individual program enhancements.

- Replace Budget Software	\$ 65,000
- Copier Replacement	\$ 15,000
Total	\$ 80,000

The department is requesting 1 shared program enhancement with Purchasing.

Onbase - Automate Scanning and Indexing (\$20,000 is Finance portion of \$104,720 total)	\$ 20,000
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Summary

The Finance department is poised in FY 2022 to continue its role in supporting the various boards and departments of the City 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.





City of Franklin, Tennessee

FY 2022 Operating Budget

Finance

Mike Lowe, Comptroller

Michael Walters Young, Budget & Strategic Innovation Manager

Budget Summary

	2019 Actual	2020 Actual	2021		2022 Budget	2021 v. 2022	
			Budget	EOY		\$	%
Personnel	958,798	976,306	1,012,828	1,009,190	1,018,040	5,212	0.5%
Operations	-41,509	-44,734	-61,298	-72,404	-52,827	8,470	-13.8%
Capital	0	0	0	0	0	0	0.0%
Total	917,289	931,572	951,530	936,786	965,213	13,682	1.4%

Departmental Summary

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

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



COVID-19 Response & Impact

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

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



City of Franklin, Tennessee

FY 2022 Operating Budget

Finance

Mike Lowe, Comptroller

Michael Walters Young, Budget & Strategic Innovation Manager

FY 2022 Outlook

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

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

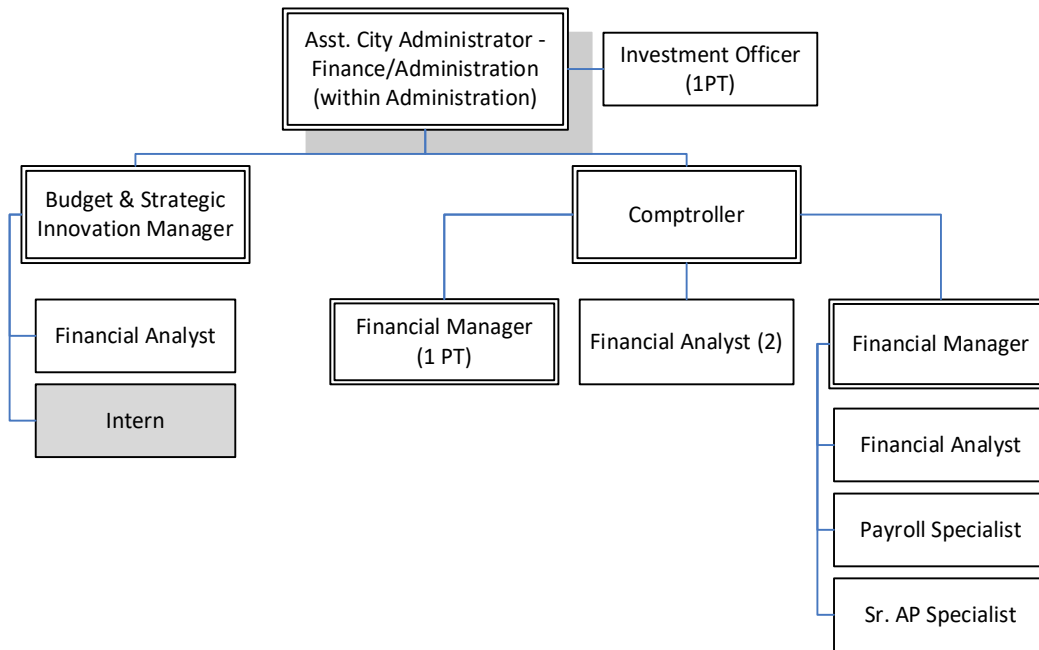
- The Budget and Analytics section is continuing work on refining the City's strategic planning and performance measurement systems, streamlining and organizing of the City's capital project accounting systems and making systemic improvements to the City's budget processes,
- The Processing (including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



City of Franklin, Tennessee

FY 2022 Operating Budget

Organizational Chart



White: Positions Authorized and budgeted in FY 2022

Gray: Positions Authorized and unbudgeted in FY 2022

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

Staffing by Position

Budgeted Positions	Pay Grade	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Investment Officer	Grade M	0	1	0	1	0	1	0	1	0	1
Comptroller	Grade K	1	0	1	0	1	0	1	0	1	0
Budget & Strat. Inn. Mgr.	Grade K	1	0	1	0	1	0	1	0	1	0
Financial Manager	Grade I	1	1	1	1	1	1	1	1	1	1
Financial Analyst	Grade H	4	0	4	0	4	0	4	0	4	0
Financial Tech. II	Grade F	1	0	1	0	1	0	1	0	1	0
Sr. AP Specialist	Grade F	1	0	1	0	1	0	1	0	1	0
Intern	Intern	0	1	0	1	0	1	0	0	0	0
Sub-total - Budgeted Positions		9	3	9	3	9	3	9	2	9	2
Authorized, Unbudgeted Positions											
Intern	Intern	0	0	0	0	0	0	0	1	0	1
Sub-total - Unbudgeted Positions		0	0	0	0	0	0	0	1	0	1
Total Authorized Positions		9	3	9	3	9	3	9	3	9	3



City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

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

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



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

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

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

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

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

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

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

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

Workload (Output) Measures

	2018	2019	2020	2021*	2022*
Have City's rating affirmed by multiple rating agencies (maximum = 3)	2	2	2	2	2
Increase use of electronic payments for payroll (percent paid by ACH)	100%	100%	100%	100%	100%
Increase use of electronic payments for AP (percent paid by ACH/EFT)	60%	60%	60%	60%	60%
Vendor payments issued	4,000	4,000	4,000	4,000	4,000
Accounts Payable Transactions processed	6,000	6,000	6,000	6,000	6,000
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Accounts Payable Transactions processed within 30 calendar days	TBD	TBD	TBD	TBD	TBD
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Checks issued (non-payroll)	1,700	1,700	1,700	1,700	1,700

Efficiency Measures

	2018	2019	2020	2021*	2022*
Number of days to close fiscal year does not exceed 60	60	60	60	60	60

City of Franklin, Tennessee

FY 2022 Operating Budget

Performance Measures

Outcome (Effectiveness) Measures

	2018	2019	2020	2021*	2022*
Exceed the return on investments compared to benchmark (BAML - Bank of America/Merrill Lynch)	1.30% estimated to BAML's .64%	1.50% goal to estimated BAML's .84%	1.50% goal to estimated BAML's TBD	1.50% goal to estimated BAML's TBD	1.50% goal to estimated BAML's TBD
 Achieve the GFOA Annual Report award for financial reporting annually	27th consecutive (for FY 2017)	28th consecutive (for FY 2018)	29th consecutive (for FY 2019)	30th consecutive (for FY 2020)	31st consecutive (for FY 2021)
 Achieve the GFOA Budget Report award annually	10th award (for FY 2017 budget)	11th award (for FY 2018 budget)	12th award (for FY 2019 budget)	13th award (for FY 2020 budget)*	14th award (for FY 2021 budget)*
 Goal: Franklin will achieve the lowest cost of debt financing possible by retaining bond ratings of AAA from 2 out of 3 services (Moody's, Fitch, and S&P).					
Target (# of rating agencies per FY)	2	2	2	2	2
Meets Target?	Yes	Yes	Yes	Yes	Yes
 # of months retaining the City's Triple AAA rating (earned December 1998)	234	246	258	270	282
Target (# of rating agencies per FY)	1	1	1	1	1
Meets Target?	Yes	Yes	Yes	Yes	Yes
# of months retaining the City's Revenue Aa3 rating (earned January 2017)	18	30	42	54	66
 Goal: Franklin will create a climate for necessary taxes and fees by assuring an equitable and balanced commercial, industrial, and residential tax base without an over-dependence on a single dominant revenue					
Residential & Farm Property (in millions)	\$ 1,686	\$ 2,125	\$ 2,226	\$ 2,189	\$ 2,293
Industrial & Commercial Property (in millions)	\$ 1,675	\$ 2,290	\$ 2,395	\$ 2,359	\$ 2,467
% Residential & Farm	50.2%	48.1%	48.2%	48.1%	48.2%
% Industrial & Commercial	49.8%	51.9%	51.8%	51.9%	51.8%
Meets Target?	Yes	Yes	Yes	TBD	TBD

* 2021 & 2022 estimated



City of Franklin, Tennessee

FY 2022 Operating Budget

Budget

	Actual 2019	Actual 2020	Budget 2021	EOY 2021	Budget 2022	Difference \$	%
Personnel							
Salaries & Wages	706,392	734,880	752,189	741,059	749,587	(2,602)	-0.3%
Employee Benefits	252,406	241,426	260,639	268,131	268,453	7,814	3.0%
Total Personnel	958,798	976,306	1,012,828	1,009,190	1,018,040	5,212	0.5%
Operations							
Transportation Services	812	1,013	2,000	702	2,000	-	0.0%
Operating Services	2,101	340	1,350	3,580	1,750	400	29.6%
Notices, Subscriptions, etc.	4,055	29,007	6,645	4,652	6,645	-	0.0%
Utilities	4,522	5,545	5,700	6,509	6,600	900	15.8%
Contractual Services	4,461	21,151	10,055	10,000	15,055	5,000	49.7%
Repair & Maintenance Services	2,927	3,332	3,000	3,000	3,000	-	0.0%
Employee programs	2,477	1,487	3,207	2,530	2,300	(907)	0.0%
Professional Development/Travel	14,320	14,526	17,520	18,090	18,100	580	3.3%
Office Supplies	4,981	4,351	6,100	4,236	6,100	-	0.0%
Operating Supplies	660	761	650	272	650	-	0.0%
Fuel & Mileage	-	-	-	-	-	-	0.0%
Machinery & Equipment (<\$25,000)	12,543	15,441	15,700	17,750	20,450	4,750	30.3%
Repair & Maintenance Supplies	896	222	700	-	700	-	0.0%
Property & Liability Costs	4,838	4,629	5,649	4,406	4,677	(972)	-17.2%
Permits	400	-	800	-	800	-	0.0%
Financial Fees	100,009	88,290	94,601	84,300	98,021	3,420	3.6%
Miscellaneous	-	-	10	-	10	-	0.0%
Interfund Reimbursements	(201,511)	(234,829)	(234,985)	(232,431)	(239,685)	(4,700)	2.0%
Total Operations	(41,509)	(44,734)	(61,298)	(72,404)	(52,827)	8,470	-13.8%
Total Finance Department	917,289	931,572	951,530	936,786	965,213	13,682	1.4%

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
	82450	TELEPHONE SERVICE	1,437	1,500	1,427	1,500	360	1,323	1,500	1,500	1,500
	82455	CELLULAR TELEPHONE SERVICE	625	1,000	765	1,000	190	1,118	1,100	1,000	1,000
	82470	INTERNET & RELATED SERVICES	2,460	1,800	3,353	3,200	1,017	4,068	4,000	3,200	1,800
=	XUTIL	TOTAL UTILITIES	4,522	4,300	5,545	5,700	1,567	6,509	6,600	5,700	4,300
	82510	COMPUTER SERVICES	4,407	15,000	9,331	10,000	1,200	10,000	15,000	15,000	15,000
	82560	CONSULTANT SERVICES			11,820						
	82599	OTHER CONTRACTUAL SERVICES	54			55			55	55	
=	XCTS	TOTAL CONTRACTUAL SERVICES	4,461	15,000	21,151	10,055	1,200	10,000	15,055	15,055	15,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,000	3,332	3,000	214	3,000	3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	2,927	3,000	3,332	3,000	214	3,000	3,000	3,000	3,000
	82780	TRAINING, OUTSIDE	2,477		1,270	3,207	365	2,395	2,300		
	82790	TRAINING, IN-HOUSE			217		135	135			
=	XEPG	TOTAL EMPLOYEE PROGRAMS	2,477		1,487	3,207	500	2,530	2,300		
	82810	REGISTRATIONS	5,437	5,100	8,094	7,500	2,278	8,000	8,000	7,500	5,100
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,493	1,000	977	2,000		2,000	2,000	2,000	2,000
	82830	AIR TRAVEL	2,202	1,000	1,044	2,000		2,000	2,000	2,000	2,000
	82840	LODGING	4,685	4,000	3,736	5,000		5,000	5,000	5,000	5,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	500	585	1,000		1,000	1,000	1,000	500
	82890	OTHER TRAVEL EXPENSES	30	20	90	20		90	100	20	
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	14,320	11,620	14,526	17,520	2,278	18,090	18,100	17,520	14,600
	83110	OFFICE SUPPLIES	4,207	5,200	3,553	5,200	237	4,000	5,200	5,200	5,200
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	148		207						
	83130	EMPLOYEE BENEVOLENCE ITEMS	203	100	149	100			100	100	
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	423	1,000	442	800	44	236	800	800	1,000
=	XOFS	TOTAL OFFICE SUPPLIES	4,981	6,300	4,351	6,100	281	4,236	6,100	6,100	6,200
	83210	TRAINING SUPPLIES	252	300		300	85	150	300	300	
	83260	UNIFORMS PURCHASED	408	350	761	350			350	350	350
	83299	OTHER OPERATING SUPPLIES					122	122			
=	XOPS	TOTAL OPERATING SUPPLIES	660	650	761	650	207	272	650	650	350
	83510	FURNITURE, FIXTURES (<\$25,000)	515	500	1,023	500			500	500	500
	83530	MACHINERY & EQUIPMENT (<\$25,000)	3,180	200		200			200	1,000	200
	83540	COMPUTER HARDWARE (<\$25,000)	6,351	5,000	2,403	10,000	10,710	12,750	14,750	5,000	10,000
	83550	COMPUTER SOFTWARE (<\$25,000)	2,497	17,000	12,015	5,000		5,000	5,000	5,000	5,000
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	12,543	22,700	15,441	15,700	10,710	17,750	20,450	11,500	15,700
	83620	EQUIPMENT PARTS & SUPPLIES	896	500	222	500			500	500	500
	83660	BUILDING MAINTENANCE SUPPLIES		200		200			200	200	
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	896	700	222	700			700	700	500

	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
=	XTOT	TOTAL EXPENDITURES	917,289	919,271	931,572	951,530	507,209	936,786	965,213	1,002,055	1,061,039



City of Franklin, Tennessee

FY 2022 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Finance						
1	Replace Budget Software	\$ -	\$ -	\$ 65,000	\$ 65,000	
2	Equipment Replacement (Multi-Function Copier/Scanner/Printer)	\$ -	\$ -	\$ 15,000	\$ 15,000	
Total		\$ -	\$ -	\$ 80,000	\$ 80,000	\$ -
Total G/F Requests						
		\$ -	\$ -	\$ 80,000	\$ 80,000	\$ -

FranklinForward Allocations



A Safe, Clean, Livable City

\$ -



A Effective and Fiscally Sound City Government
Providing High Quality Service

\$ 80,000



Quality Life Experiences

\$ -



Sustainable Growth & Economic Prosperity

\$ -

Totals \$ 80,000

Traditional Allocations



Personnel \$ -



Operations \$ 80,000



Equipment \$ -



Capital \$ -

Total \$ 80,000

FY 2022 Program Enhancement Request Form



Department Priority: 1 of 2

Department: 41500 FINANCE

Division:

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

Title: Replace Budget Software

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>			
	\$0	\$0	\$0
Expenses			
83550 COMPUTER SOFTWARE (<\$25,000)	\$50,000	\$15,000	\$65,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$50,000	\$15,000	\$65,000

PURPOSE / DESCRIPTION OF REQUEST

Microsoft Forecaster has served as the City's front line budget collection software since 2012. It has been discontinued by Microsoft for several years, leaving the database without the ability to be enhanced, supported or upgraded. In addition, the presentation ready materials with which the community and BOMA have become accustom to require tremendous amounts of manual entry and double checking, leading to a thoughtful albeit slow and duplicative work effort. The current system also does not allow for real-time connection into the G/L, thus delaying monitoring of budget line-items.

Staff has spent the last year researching multiple alternatives which work first and foremost with our existing G/L system - Microsoft Great Plains and enhance automation of our budget process. The range of these estimates currently is between \$15,000-\$100,000. A mid-level solution is priced above.

SERVICE IMPLICATION

Failure to upgrade this important tool in the building of our annual budget will lead to continued duplication of effort and/or prevention of other initiatives in the Budget & Analytics Division moving forward due to the extremely manual nature of our award winning budget process. Microsoft Forecaster will not be usable moving forward after this budget year in an effective manner.

Should we decide not to replace this software, future budgets will request additional staff to maintain initiatives currently assigned to the Budget & Analytics Division.

FY 2022 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2022	Department Priority:	2	of	2
	Department:	41500 FINANCE				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Equipment Replacement (Multi-Function Copier/Scanner/Printer)				

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY22 Only)	Ongoing Annual Cost (FY22 & Future)	TOTAL FY22 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
83530 MACHINERY & EQUIPMENT (<\$25,000)	\$15,000		\$15,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$15,000	\$0	\$15,000

PURPOSE / DESCRIPTION OF REQUEST

This request is for the replacement of the existing multi-function copier/scanner/printer used in the Finance office. A new commercial-grade multi-function copier/scanner/printer that will meet the needs of the Finance Department has a budget projection of \$15,000 listed in the FY2022 Budget Manual.

SERVICE IMPLICATION

The existing multi-function copier/scanner/printer in the Finance office was installed 7/28/2016, and will now exceed the five to seven year useful service life of multi-function copiers in 2021. After seven years, replacement parts become scarce. If this piece of equipment is not replaced, costly repairs may be incurred more frequently.

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File #: 21-01799

DATE: February 25, 2021
TO: Budget & Finance Committee
FROM: Kristine Brock, Asst. City Administrator/CFO
SUBJECT:

Consideration of Resolution 2021-38, A Resolution Authorizing and Directing the Industrial Development Board of the City of Franklin to Prepay a Portion of its Taxable Tax Increment Revenue Refunding Bonds, Series 2015A (Variable Rate) for the Fiscal Year Ending June 30, 2021.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning Resolution 2021-38, Authorizing and Directing the Industrial Development Board of the City of Franklin to Prepay a Portion of its Taxable Tax Increment Revenue Refunding Bonds, Series 2015A (Variable Rate) payable from certain tax increment and PILOT Revenues.

BACKGROUND/STAFF COMMENTS:

In 2015, the City issued, through the Industrial Development Board, taxable TIF Revenue Refunding Bonds in the amount of \$12,350,000. Final maturity of the Bonds was 4/1/2025. Property taxes collected within the TIF District are dedicated for repayment of interest and principal due annually. Beginning in FY 2018, and occurring annually since then, revenues in excess of debt service requirements have been directed to prepayment of the 2015 Bonds by resolution of the Board of Mayor and Aldermen. Below is a summary of annual prepayment of principal, which totals \$3.2 million:

FY 2018 \$ 600,000
FY 2019 \$ 600,000
FY 2020 \$ 800,000
FY 2021 \$1,200,000 (Proposed)

For FY 2021, the billed property taxes for the TIF District are \$2,521,183. For purposes of this calculation, staff assumes 97% of taxes to be collected by 2/28/2021, or \$2,445,547. Estimated FY 2021 Debt Service is \$1,224,969. (The current interest rate for the variable rate loan is 0.9375% .This rate may be adjusted quarterly as based upon the LIBOR benchmark indices.) Property taxes remaining after payment of debt service is \$1,220,578. For purposes of loan prepayment, staff rounds down to the nearest \$100,000, for a recommended loan prepayment of \$1,200,000.

There is no penalty due to the bank for prepayment. Should the Board of Mayor and Aldermen approve the FY 2021 prepayment, the balance of the loan as of 6/30/2021 will be \$1,390,839.

FINANCIAL IMPACT:

Funds for FY 2021 prepayment of a portion of the 2015 TIF Loan are available from property taxes paid within the TIF District during the current fiscal year.

RECOMMENDATION:

Staff recommends that Resolution 2021-38 be recommended for approval by the Board of Mayor and Aldermen.

RESOLUTION 2021-38

A RESOLUTION AUTHORIZING AND DIRECTING THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF FRANKLIN TO PREPAY A PORTION OF ITS TAXABLE TAX INCREMENT REVENUE REFUNDING BONDS, SERIES 2015A (VARIABLE RATE) FOR THE FISCAL YEAR ENDING JUNE 30, 2021.

WHEREAS, The Industrial Development Board of the City of Franklin (the "Board") has outstanding its Taxable Rate Tax Increment Revenue Refunding Bonds, Series 2015A (Variable Rate) (the "2015A Bonds") payable from certain tax increment and PILOT revenues (the "Revenues"); and

WHEREAS, the Revenues collected by the City for the 2020-2021 fiscal year were in excess of the debt service requirements during such year on the 2015A Bonds; and

WHEREAS, the Board of Mayor and Aldermen of the City of Franklin, Tennessee (the "Municipality") has determined to apply a portion of such excess Revenues to the prepayment of the 2015A Bonds for such purpose; and

WHEREAS, the Board of Mayor and Aldermen wish to direct the Board to apply such funds to the prepayment of the 2015A Bonds.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Franklin, Tennessee, that the Board be and hereby is authorized and directed to apply the funds in the amount of \$1,200,000 to the prepayment of the 2015A Bonds, with the 2015A Bonds to be prepaid being the last-maturing bonds of the 2015A Bonds; and

RESOLVED FURTHER, that the officers and agents of the Board are hereby directed to take all such steps as may be necessary to accomplish the foregoing; and

RESOLVED FURTHER, that the officers of the Municipality are hereby authorized and directed to take all such steps as may be necessary to accomplish the foregoing.

Adopted and approved this ____ day of _____, 2021.

Dr. Ken Moore
Mayor

ATTEST:

Eric S. Stuckey
City Administrator/Recorder

Approved as to form by:

Shauna R. Billingsley
City Attorney



File #: 21-01804

DATE: March 2, 2021
TO: Budget & Finance Committee
FROM: Jack Tucker, SES Director
Mark Hilty, Asst. City Administrator Public Works

SUBJECT:

Consideration Of DRAFT Ordinance 2021-03, An Ordinance To Amend Appendix A - Comprehensive Fees And Penalties, Chapter 17. - Municipal Solid Waste Disposal, To Update The Administrative Setup Fee For Curbside Recycling.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning Ordinance 2021-03, to amend Appendix A - Comprehensive Fees And Penalties, Chapter 17. - Municipal Solid Waste Disposal, to update the administrative setup fee for curbside recycling.

BACKGROUND/STAFF COMMENTS:

In April 2019 the BOMA approved Resolution 2019-22 to provide for various transitions in the Sanitation and Environmental Services Department, including the establishment of a Blue Bin Curbside Recycling administrative setup fee of \$48.00 to be paid over a period of twelve months at \$4.00 per month. Paying the fee on a monthly approach intended to reduce the potential for financial barriers when signing up for the program. The methodology established to bill for the monthly fee, however, has created some problems that prevent certain residential customers from registering for the program.

The SES Department has far exceeded the original goal of registering 10,000 customers within the first year with current customer count is over 13,400. With the successful initiation of the program, staff believes there is the potential to continue to add customers, in part, by removing the registration obstacle. Therefore, staff has drafted Ordinance 2021-03 to provide for one-time billing for the administrative setup fee.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Ordinance 2021-03 be recommended for approval by the Board of Mayor and Aldermen.

DRAFT ORDINANCE 2021-03

“AN ORDINANCE TO AMEND APPENDIX A – COMPREHENSIVE FEES AND PENALTIES, CHAPTER 17. – MUNICIPAL SOLID WASTE DISPOSAL, FOR THE PURPOSE OF UPDATING THE ADMINISTRATIVE SETUP FEE FOR CURBSIDE RECYCLING”

WHEREAS, for the purpose of promoting the public health, safety, comfort, convenience, and general welfare of the people of Franklin, Tennessee, the Board of Mayor and Aldermen is authorized to prescribe regulations and standards that encourage and advance the quality of life within the City; and

WHEREAS, the Franklin Board of Mayor and Aldermen have, on behalf of the citizens of Franklin, invested in a solid waste management facility located at 411 Century Court; and

WHEREAS, the City of Franklin is endeavoring to equitably charge for services provided by the Sanitation and Environmental Services Department based on customer type, delivery method, and type of container used for providing the service; and

WHEREAS, there is an administrative cost associated with establishing recycling services for the City’s blue bin curbside recycling customers; and

WHEREAS, the Franklin Board of Mayor and Aldermen have directed staff, through Resolution 2019-22, to administer this fee by charging customers FOUR DOLLARS AND ZERO CENTS (\$4.00) per month for a twelve (12) month period upon initiation of the blue bin curbside recycling program to help eliminate financial barriers for entry into the program; and

WHEREAS, with the successful initiation of the program, staff recommends that the administrative setup fee be changed from FOUR DOLLARS AND ZERO CENTS (\$4.00) per month for a twelve (12) month period to a one-time fee of FOURTYEIGHT DOLLARS AND ZERO CENTS (\$48.00).

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

SECTION I: That Appendix A – Comprehensive Fees and Penalties, Chapter 17. – Municipal Solid Waste Disposal, be deleted in its entirety and replaced with the following:

CHAPTER 17. - MUNICIPAL SOLID WASTE DISPOSAL

<i>Containers—Administrative Setup Fee</i>	
Residential MSW—City approved rollout container	\$75.00 per container
Nonresidential MSW—City approved rollout container	\$75.00 per container
Recycling – City approved rollout container	\$48.00 per container
<i>Collection Service Fees</i>	
<u>Residential</u>	

First MSW rollout container	\$19.00 per month (one pick-up/week)
Second and subsequent MSW rollout containers	\$7.50 per month/per container
<u>Nonresidential</u>	
First rollout container	\$30.00 per month/per container (one pick-up service/week)
Rollout—Additional pick-up service	\$30.00 per pick-up service
<u>Special Collection Services for Residential Customers</u>	
Pick-up service for noncontainerized bulky waste	\$125.00 per vehicle/per request
Temporary Residential remodeling/clean-up dumpster	\$110.00 per service
<u>Special Event</u>	
Collection service	As determined by the Sanitation and Environmental Services Director
<i>Tipping Fees at Transfer Station</i>	
Class I	\$55.00 per ton—\$25.00 minimum

SECTION II: BE IT FINALLY ORDAINED by the Board of Mayor and Aldermen of the City of Franklin, Tennessee, that this Ordinance shall take effect after its passage on first and final reading for the health, safety and welfare of the citizens of Franklin, Tennessee requiring it.

ATTEST:

CITY OF FRANKLIN, TENNESSEE:

By: _____

By: _____

Eric Stuckey

City Administrator/Recorder

Dr. Ken Moore

Mayor

Approved as to form by:

Shauna R. Billingsley

City Attorney

PASSED FIRST READING



File #: 21-01767

DATE: February 12, 2021
TO: Budget & Finance Committee
FROM: Eric Stuckey, City Administrator
Mike Lowe, Comptroller
Kristine Brock, Asst. City Administrator/CFO

SUBJECT:

Financial Report For 2nd Quarter Of FY 2021.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the financial state of the City as of December 31, 2020.

BACKGROUND/STAFF COMMENTS:

The quarterly report is provided to the Budget & Finance Committee in order to keep the committee apprised of financial performance, and comparison of performance to budget.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

The Report is for information only.



CITY OF FRANKLIN



2ND QUARTER REPORT

FY 2021

Excellence

Innovation

Teamwork

Integrity

Action -Oriented

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Executive Summary

Quarter Ended December 31, 2020

- The General Fund shows a current year surplus of \$6.8 million.
- In the General Fund, local sales taxes are 2.4% higher than last year.
- For development fees that are dependent on timing and type of development are being compared to 2020:
 - building permit revenue is 1.7% higher than 2020.
 - road impact fees are 44% less than last year.
 - facilities taxes are 10% less than last year.
- In the Street Aid Fund, gasoline taxes are 4% lower.
- In the Stormwater Fund, fees are 0.2% higher than 2020.
- Grant Revenue is higher in General Fund, Sanitation Fund, Stormwater Fund, Water/Sewer Fund, and Wastewater due to the Governor's state grant and the CARES Act in response to COVID.



CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

All Funds Summary

Fund	Beg Fund Balance	Revenue	Expenditures	End Fund Balance	Change	Fund Summary on Page
General	\$53,216,286	\$42,879,843	\$36,064,876	\$60,031,253	\$6,814,967	3
Street Aid	\$601,819	\$2,414,335	\$2,418,206	\$597,948	(\$3,871)	4
Sanitation & Envir. Services.	\$1,066,081	\$5,361,168	\$5,236,391	\$1,190,857	\$124,776	5
Road Impact	\$22,442,977	\$4,363,715	\$1,509,406	\$25,297,286	\$2,854,309	6
Facilities Tax	\$10,694,849	\$1,642,451	\$2,253,664	\$10,083,636	(\$611,213)	7
County Facilities Tax	\$3,673,984	\$438,947	\$125,000	\$3,987,931	\$313,947	8
Stormwater	\$2,695,401	\$1,333,032	\$1,236,921	\$2,791,513	\$96,112	9
Drug	\$520,472	\$104,802	\$64,590	\$560,684	\$40,212	10
Hotel/Motel	\$7,503,829	\$953,887	\$2,460,639	\$5,997,078	(\$1,506,751)	11
Parkland Dedication	\$8,236,553	\$692,985	\$1,596,325	\$7,333,213	(\$903,340)	12
Transit	\$817,912	\$1,127,095	\$1,433,311	\$511,696	(\$306,216)	13
CDBG	\$113,066	\$287,389	\$207,409	\$193,046	\$79,980	14
Debt Service	\$804,607	\$12,274,967	\$3,353,222	\$9,726,352	\$8,921,745	15
Capital Projects - Fund 310 (Multi-Purpose)	\$9,815,410	\$3,967,474	\$2,585,275	\$11,197,609	\$1,382,199	16
Capital Projects - Fund 312 (2019 Bonds)	\$24,675,694	\$10,697	\$3,968,390	\$20,718,001	(\$3,957,693)	17
Water & Wastewater Operations	*	\$45,449,161	\$44,329,164	*	\$1,119,997	18
Water & Wastewater Dev. Fees	*	\$2,085,535	\$339,868	*	\$1,745,667	19

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



CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

General Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Local Sales Tax	19,583,224	19,125,379	102.4%	34,761,586	56.3%
State Shared Taxes	4,998,230	4,551,279	109.8%	11,078,638	45.1%
Property Taxes	8,475,950	7,811,014	108.5%	8,413,579	100.7%
Alcohol Taxes	2,659,478	2,582,777	103.0%	4,453,767	59.7%
Grants	3,484,467	720,712	483.5%	3,660,648	95.2%
Franchise Fees	1,386,076	1,536,236	90.2%	2,495,185	55.6%
Building Permits	995,615	979,245	101.7%	1,739,284	57.2%
Court Fines & Fees	137,975	212,618	64.9%	372,711	37.0%
In Lieu of Tax (Local)	257,080	258,015	99.6%	221,990	115.8%
Interest Income	55,619	452,854	12.3%	438,750	12.7%
Other Revenues	846,129	1,078,215	78.5%	1,825,603	46.3%
Fund Balance Allocation	-	-	0.0%	2,786,481	0.0%
Total Revenues	42,879,843	39,308,343	109.1%	72,248,222	59.4%
Expenditures:					
Salaries & Wages	18,820,579	17,678,811	106.5%	37,737,780	49.9%
Employee Benefits	7,256,162	6,776,955	107.1%	17,004,663	42.7%
Utilities	1,033,094	1,052,206	98.2%	2,209,867	46.7%
Contractual Services	2,643,130	2,667,949	99.1%	4,047,542	65.3%
Repair & Maintenance Services	1,055,250	1,031,953	102.3%	2,456,445	43.0%
Reimbursement from Other Funds	(2,053,983)	(1,881,323)	109.2%	(4,114,586)	49.9%
Transfers To Other Funds	2,033,940	5,853,176	34.7%	2,033,940	100.0%
Capital	1,689,260	579,504	291.5%	2,490,195	67.8%
Other Expenditures	3,587,444	5,375,916	66.7%	8,382,376	42.8%
Total Expenditures	36,064,876	39,135,146	92.2%	72,248,222	49.9%
Total Unallocated Funds	6,814,967	173,197	3,934.8%	-	0.0%

FUND SUMMARY

- Grants are significantly higher than last year because of the money the City received from the Governor's state grant and the CARES Act in response to COVID.
- Local sales taxes are 2.4% higher over last year.
- Alcohol Taxes are 3% higher over last year.
- Building permit revenue is 1.7% more than 2020. (Development fees are dependent on timing and type of development.)
- Workers Comp Insurance amounts for December 31, 2020 are not included in 2nd Quarter numbers due to timing.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Street Aid Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	601,819	496,410	121.2%	601,819	100.0%
State Shared Taxes	1,354,702	1,418,266	95.5%	2,485,811	54.5%
Property Taxes	809,178	779,036	103.9%	786,314	102.9%
Interest Income	455	15,949	2.9%	7,500	6.1%
Transfer From General Fund	250,000	250,000	100.0%	250,000	100.0%
Total Revenues	3,016,154	2,959,661	101.9%	4,131,444	73.0%
Expenditures:					
Repair & Maintenance Services	2,418,015	1,041,426	232.2%	3,619,749	66.8%
Capital	190	-	0.0%	-	0.0%
Other Expenditures	-	319	0.0%	-	0.0%
Total Expenditures	2,418,206	1,041,744	232.1%	3,619,749	66.8%
Total Unallocated Funds	597,948	1,917,916	31.2%	511,695	116.9%

FUND SUMMARY

- In the Street Aid Fund, gasoline taxes are 4% lower.
- Expenditures are higher in FY2021 due to focus on secondary road resurfacing during the 1st quarter covering 55% of the budget. Some of these projects include Jordan Road, Dallas Downs, Alicia Drive, Perkins Drive, and Figures Drive.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Sanitation Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	1,066,081	1,957,563	54.5%	1,066,081	100.0%
Grants	14,327	-	0.0%	-	0.0%
Interest Income	115	9,923	1.2%	-	0.0%
Sanitation Collection Services	2,756,583	2,680,274	102.8%	5,760,085	47.9%
Tipping Fees	2,103,828	1,759,491	119.6%	3,691,851	57.0%
Transfer From General Fund	150,000	-	0.0%	150,000	100.0%
Other Revenues	336,316	96,926	347.0%	1,007,841	33.4%
Total Revenues	6,427,248	6,504,177	98.8%	11,675,858	55.0%
Expenditures:					
Salaries & Wages	1,133,715	1,097,741	103.3%	2,201,104	51.5%
Employee Benefits	602,537	592,172	101.8%	1,158,469	52.0%
Utilities	37,398	39,341	95.1%	105,188	35.6%
Contractual Services	37,140	38,312	96.9%	141,000	26.3%
Repair & Maintenance Services	280,082	217,620	128.7%	579,100	48.4%
Transfers To Other Funds	52,312	43,247	121.0%	209,064	25.0%
Capital	313,739	180,540	173.8%	785,000	40.0%
Other Expenditures	2,779,468	2,227,869	124.8%	4,751,750	58.5%
Total Expenditures	5,236,391	4,436,841	118.0%	9,930,675	52.7%
Total Unallocated Funds	1,190,857	2,067,335	57.6%	1,745,183	68.2%

FUND SUMMARY

- Collection services revenue is 3% higher than last year.
- Tipping fee revenue is 20% higher than last year.
- Other Revenues are 247% higher than last year due to Blue Bin Revenue, which began being collected in December 2019.
- Other Expenditures are 25% higher than last year due to increase cost for Landfill and Biosolids, but still on track with the budget.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Road Impact Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	22,442,977	16,589,763	135.3%	22,442,977	100.0%
Interest Income	43,044	246,444	17.5%	50,000	86.1%
Road Impact Fees	4,320,671	7,787,418	55.5%	4,500,000	96.0%
Total Revenues	26,806,692	24,623,626	108.9%	26,992,977	99.3%
Expenditures:					
Contractual Services	740,587	-	0.0%	3,000,000	24.7%
Debt Service Payments	-	84,939	0.0%	-	0.0%
Transfers To Other Funds	724,851	2,836,551	25.6%	2,799,778	25.9%
Capital	43,968	9,784	449.4%	-	0.0%
Total Expenditures	1,509,406	2,931,274	51.5%	5,799,778	26.0%
Total Unallocated Funds	25,297,286	21,692,352	116.6%	21,193,199	119.4%

FUND SUMMARY

- Road impact fees are 44% less than last year but are higher than budgeted at the end of the 2nd Quarter. (These revenues are dependent on timing and type of development.)

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Facilities Tax Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	10,694,849	15,091,277	70.9%	10,694,849	100.0%
Interest Income	18,344	188,299	9.7%	50,000	36.7%
Facilities Taxes	1,624,107	1,814,290	89.5%	1,250,000	129.9%
Total Revenues	12,337,300	17,093,866	72.2%	11,994,849	102.9%
Expenditures:					
Contractual Services	9,598	10,705	89.7%	-	0.0%
Repair & Maintenance Services	-	192	0.0%	-	0.0%
Transfers To Other Funds	-	1,483,942	0.0%	-	0.0%
Capital	2,084,358	3,385,719	61.6%	1,532,000	136.1%
Other Expenditures	159,708	166,977	95.6%	44,480	359.1%
Total Expenditures	2,253,664	5,047,536	44.6%	1,576,480	143.0%
Total Unallocated Funds	10,083,636	12,046,330	83.7%	10,418,369	96.8%

FUND SUMMARY

- Facilities taxes are 10% less than last year. (These revenues are dependent on timing and type of development.)
- Most of the capital expense incurred is for fire station 7 construction.



CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

County Facilities Tax Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	3,673,984	3,958,958	92.8%	3,673,984	100.0%
Interest Income	6,908	38,115	18.1%	15,000	46.1%
Facilities Taxes	432,039	481,709	89.7%	625,000	69.1%
Total Revenues	4,112,931	4,478,782	91.8%	4,313,984	95.3%
Expenditures:					
Transfers To Other Funds	125,000	1,285,000	9.7%	125,000	100.0%
Total Expenditures	125,000	1,285,000	9.7%	125,000	100.0%
Total Unallocated Funds	3,987,931	3,193,782	124.9%	4,188,984	95.2%

FUND SUMMARY

- This fund was created to account for facilities taxes received from the County.
- Facilities taxes are 10% less than last year but on track per the budget.
- The Transfer was made to Capital Projects for the Franklin Special School District Sidewalk Project.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Stormwater Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	2,695,401	3,800,010	70.9%	2,695,401	100.0%
Grants	1,307	-	0.0%	-	0.0%
Interest Income	4,118	41,693	9.9%	37,500	11.0%
Stormwater Fees	1,208,025	1,205,728	100.2%	2,450,000	49.3%
Other Revenues	119,582	67,839	176.3%	160,000	74.7%
Total Revenues	4,028,433	5,115,270	78.8%	5,342,901	75.4%
Expenditures:					
Salaries & Wages	587,163	548,458	107.1%	1,162,827	50.5%
Employee Benefits	292,032	250,656	116.5%	591,876	49.3%
Utilities	9,904	12,564	78.8%	36,959	26.8%
Contractual Services	43,164	63,555	67.9%	117,381	36.8%
Repair & Maintenance Services	49,759	55,096	90.3%	144,058	34.5%
Capital	-	1,207,543	0.0%	1,273,500	0.0%
Other Expenditures	254,898	294,532	86.5%	686,057	37.2%
Total Expenditures	1,236,921	2,432,405	50.9%	4,012,658	30.8%
Total Unallocated Funds	2,791,513	2,682,865	104.0%	1,330,243	209.8%

FUND SUMMARY

- Stormwater fees collected are 0.2% higher than last year and on track per the budget.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Drug Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	520,472	438,184	118.8%	520,472	100.0%
Interest Income	2,209	4,692	47.1%	5,995	36.9%
Drug Fines Received	28,419	21,092	134.7%	78,843	36.0%
Other Revenues	74,174	31,475	235.7%	137,117	54.1%
Total Revenues	625,274	495,444	126.2%	742,427	84.2%
Expenditures:					
Capital	-	-	0.0%	60,000	0.0%
Other Expenditures	64,590	60,499	106.8%	57,500	112.3%
Total Expenditures	64,590	60,499	106.8%	117,500	55.0%
Total Unallocated Funds	560,684	434,945	128.9%	624,927	89.7%

FUND SUMMARY

- Drug fine collections are 35% more than last year. This revenue is dependent on court actions.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Hotel/Motel Tax Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	7,503,829	7,671,058	97.8%	7,503,829	100.0%
Interest Income	10,189	96,107	10.6%	25,000	40.8%
Hotel/Motel Taxes	943,699	2,073,351	45.5%	1,960,259	48.1%
Total Revenues	8,457,717	9,840,516	85.9%	9,489,088	89.1%
Expenditures:					
Contractual Services	-	19,986	0.0%	-	0.0%
Repair & Maintenance Services	-	185	0.0%	-	0.0%
Debt Service Payments	-	24,589	0.0%	-	0.0%
Transfers To Other Funds	1,763,342	1,400,451	125.9%	2,669,654	66.1%
Capital	-	207,454	0.0%	214,286	0.0%
Other Expenditures	697,297	382,878	182.1%	1,080,243	64.5%
Total Expenditures	2,460,639	2,035,542	120.9%	3,964,183	62.1%
Total Unallocated Funds	5,997,078	7,804,974	76.8%	5,524,905	108.5%

FUND SUMMARY

- Hotel/Motel tax collections are 54% less than last year.
- Other Expenditures are 82% higher than last year due to the Cool Springs Conference Center Operations.



CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Parkland Dedication Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	8,236,553	8,005,878	102.9%	8,236,553	100.0%
Interest Income	12,953	119,354	10.9%	18,750	69.1%
Parkland Dedication Fees	680,032	1,464,200	46.4%	750,000	90.7%
Total Revenues	8,929,538	9,589,432	93.1%	9,005,303	99.2%
Expenditures:					
Transfers To Other Funds	1,361,850	1,451,508	93.8%	1,361,850	100.0%
Capital	234,475	-	0.0%	-	0.0%
Total Expenditures	1,596,325	1,451,508	110.0%	1,361,850	117.2%
Total Unallocated Funds	7,333,213	8,137,924	90.1%	7,643,453	95.9%

FUND SUMMARY

- Expenditures are budgeted from this fund in 2021 to fund the Capital Project Fund.



CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Transit Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	817,912	817,649	100.0%	817,912	100.0%
Grants	201,039	359,024	56.0%	2,025,152	9.9%
Interest Income	1,847	13,299	13.9%	-	0.0%
Transit Fares	16,275	42,619	38.2%	140,000	11.6%
Transfer From General Fund	903,034	786,796	114.8%	903,034	100.0%
Other Revenues	4,900	4,900	100.0%	9,700	50.5%
Total Revenues	1,945,007	2,024,286	96.1%	3,895,798	49.9%
Expenditures:					
Capital	164,178	-	0.0%	510,000	32.2%
Other Expenditures	1,269,133	1,196,780	106.0%	2,740,679	46.3%
Total Expenditures	1,433,311	1,196,780	119.8%	3,250,679	44.1%
Total Unallocated Funds	511,696	827,506	61.8%	645,119	79.3%

FUND SUMMARY

- Transit has needed 100% of the budgeted operating subsidy by the end of the 2nd quarter. Grant revenues are anticipated during the year to stay within the budgeted total transfer.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

CDBG Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	113,066	100,451	112.6%	113,066	100.0%
Grants	286,441	144,573	198.1%	513,000	55.8%
Interest Income	948	4,794	19.8%	312	303.9%
Total Revenues	400,455	249,818	160.3%	626,378	63.9%
Expenditures:					
Contractual Services	35,900	50,437	71.2%	150,000	23.9%
Repair & Maintenance Services	-	63,672	0.0%	149,000	0.0%
Other Expenditures	171,509	30,464	563.0%	214,000	80.1%
Total Expenditures	207,409	144,573	143.5%	513,000	40.4%
Total Unallocated Funds	193,046	105,245	183.4%	113,378	170.3%

FUND SUMMARY

- 40% of budgeted expenditures have been incurred Grant revenues offset the expenditures incurred.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Debt Service Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	804,607	372,887	215.8%	804,607	100.0%
Property Taxes	10,918,504	10,958,447	99.6%	10,714,755	101.9%
Interest Income	12,911	58,328	22.1%	25,000	51.6%
Rebate on BAB/RZEDB Bonds	-	260,011	0.0%	-	0.0%
Transfer From General Fund	94,896	2,500,000	3.8%	94,896	100.0%
Transfer from Sanitation Fund	52,312	43,247	121.0%	209,064	25.0%
Transfer from Road Impact Fund	724,851	496,136	146.1%	2,730,825	26.5%
Transfer from Hotel/Motel Tax Fund	371,492	407,581	91.1%	1,281,604	29.0%
Transfer from Water & Sewer Fund	100,000	100,000	100.0%	200,000	50.0%
Total Revenues	13,079,574	15,196,637	86.1%	16,060,751	81.4%
Expenditures:					
Debt Service Payments	3,353,222	5,594,305	59.9%	15,331,144	21.9%
Total Expenditures	3,353,222	5,594,305	59.9%	15,331,144	21.9%
Total Unallocated Funds	9,726,352	9,602,332	101.3%	729,607	1333.1%

FUND SUMMARY

- The Debt Service Fund shows a current year surplus of \$9.7 million. The surplus will decrease as it is used to fund debt service payments due in the 3rd and 4th quarters.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Capital Projects Fund 310 (Multi-Purpose)

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	9,815,410	2,009,957	488.3%	-	0.0%
Grants	432,580	1,456,056	29.7%	-	0.0%
Interest Income	20,184	43,961	45.9%	-	0.0%
Transfer From General Fund	636,010	2,316,380	27.5%	-	0.0%
Transfer from Road Impact Fund	-	2,340,415	0.0%	-	0.0%
Transfer from Hotel/Motel Tax Fund	1,391,850	992,870	140.2%	-	0.0%
Other Revenues	1,486,850	3,655,450	40.7%	-	0.0%
Total Revenues	13,782,884	12,815,089	107.6%	-	0.0%
Expenditures:					
Contractual Services	271,672	45,895	591.9%	-	0.0%
Capital	1,722,992	1,072,304	160.7%	-	0.0%
Other Expenditures	590,611	930,778	63.5%	-	0.0%
Total Expenditures	2,585,275	2,048,976	126.2%	-	0.0%
Total Unallocated Funds	11,197,609	10,766,113	104.0%	-	0.0%

FUND SUMMARY

- The fund contains the expenditures for city projects. Some of these projects include Mack Hatcher Multi-Use Trail, Southeast Multipurpose Park, and State Route 96 West Trail.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Capital Projects Fund 312 (2019 Bonds)

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	24,675,694	30,466,890	81.0%	-	0.0%
Grants	16,991	-	0.0%	-	0.0%
Interest Income	(6,294)	691,567	-0.9%	-	0.0%
Total Revenues	24,686,391	31,158,457	79.2%	-	0.0%
Expenditures:					
Contractual Services	69,770	5,000	1395.4%	-	0.0%
Repair & Maintenance Services	-	136,849	0.0%	-	0.0%
Capital	1,696,605	2,676,192	63.4%	-	0.0%
Other Expenditures	2,202,015	408,409	539.2%	-	0.0%
Total Expenditures	3,968,390	3,226,450	123.0%	-	0.0%
Total Unallocated Funds	20,718,001	27,932,008	74.2%	-	0.0%

FUND SUMMARY

- The fund accounts for the proceeds received from a bond issued in May 2019. Some of these projects include Franklin Road, McEwen Phase 4, and Ladder 3.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Water/Sewer Operations

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Grants	316,897	-	0.0%	-	0.0%
Interest Income	48,719	354,411	13.7%	346,950	14.0%
Customer Service	18,277,926	16,842,064	108.5%	32,157,864	56.8%
Loan Proceeds	26,659,668	21,744,728	122.6%	-	0.0%
Other Revenues	145,951	1,462,859	10.0%	26,800	544.6%
Total Revenues	45,449,161	40,404,062	112.5%	32,531,614	139.7%
Expenditures:					
Salaries & Wages	2,418,342	2,169,619	111.5%	4,633,953	52.2%
Employee Benefits	1,196,591	1,299,878	92.1%	2,471,623	48.4%
Utilities	876,666	881,844	99.4%	1,562,354	56.1%
Contractual Services	1,070,139	814,550	131.4%	1,619,500	66.1%
Repair & Maintenance Services	318,707	239,408	133.1%	416,550	76.5%
Debt Service Payments	281,663	296,483	95.0%	2,772,084	10.2%
Lease Payments	533,455	287,020	185.9%	245,975	216.9%
Transfers To Other Funds	100,000	820,000	12.2%	200,000	50.0%
Capital	31,869,417	26,765,596	119.1%	7,034,000	453.1%
Other Expenditures	5,664,183	5,469,580	103.6%	10,331,238	54.8%
Total Expenditures	44,329,164	39,043,979	113.5%	31,287,277	141.7%
Total Unallocated Funds	1,119,997	1,360,083	82.3%	1,244,337	90.0%

FUND SUMMARY

- Customer service revenue is 9% higher than last year.
- Loan Proceeds reflects funds received from the State of Tennessee Revolving Loan Program for Improvements to the City's Wastewater Treatment Plant.

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

Water/Sewer Development Fees

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Interest Income	20,681	140,910	14.7%	-	0.0%
Customer Service	32,500	11,632	279.4%	-	0.0%
Impact Fees	2,030,679	1,770,937	114.7%	-	0.0%
Other Revenues	1,675	(7,506)	-22.3%	-	0.0%
Total Revenues	2,085,535	1,915,972	108.8%	-	0.0%
Expenditures:					
Debt Service Payments	305,077	356,767	85.5%	-	0.0%
Capital	34,723	600	5787.2%	-	0.0%
Other Expenditures	68	88	77.1%	-	0.0%
Total Expenditures	339,868	357,454	95.1%	-	0.0%
Total Unallocated Funds	1,745,667	1,558,518	112.0%	-	0.0%

FUND SUMMARY

- Access fees and system development fees are 15% higher than last year. (These revenues are also dependent on timing and type of development.)

CITY OF FRANKLIN – 2ND QUARTER REPORT 2021

On the Horizon

March 2021							April 2021							May 2021						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

Thursday, March 11, 2021

Budget and Finance Committee Meeting. Budget Presentations continue.

Thursday, April 8, 2021

Budget and Finance Committee Meeting, Budget Presentations continue.

Thursday, May 13, 2021

Budget and Finance Committee Meeting. Budget Presentation of Proposed FY 2022 Budget

Finance Department

Contact Information

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franklintn.gov





File #: 21-01760

DATE: February 12, 2021
TO: Budget & Finance Committee
FROM: Eric Stuckey, City Administrator
Mike Lowe, Comptroller
Margaret Wilson, Financial Analyst

SUBJECT:

Monthly Reports For March 2021

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Budget and Finance Committee concerning critical revenue streams that influence performance versus budget.

BACKGROUND/STAFF COMMENTS:

Beginning with the executive summary, the reports include:

- Schedule 1: Local Sales Tax - December 2020
- Schedule 2: Building Permits - January 2021
- Schedule 3: Road Impact Fees - January 2021
- Schedule 4: Facilities Tax (City) - January 2021
- Schedule 5: Facilities Tax (County) - January 2021
- Schedule 6: Gasoline Tax (Street Aid Fund) - December 2020
- Schedule 7: Hotel/Motel Tax - December 2020
- Schedule 8: Conference Center - January 2021
- Schedule 9: Grants - December 2020

FINANCIAL IMPACT:

There is no financial impact from the reports. Reports are provided to show any variance from budget.

RECOMMENDATION:

There is no staff recommendation. Reports are for information only.



City of Franklin
Monthly Reports for March 2021
EXECUTIVE SUMMARY

Schedule 1: Local Sales Tax (December 2020)

The local sales tax remittance from the State of Tennessee for December 2020 sales (received by the City in February 2021) was \$4,372,682 compared to \$4,115,721 for the same month in 2019, a monthly year over year increase of \$256,961 or 6.2%.

The year-to-date increase over last fiscal year is 2.4%.

Schedule 2: Building Permits (January 2021)

2021 year-to-date is more than 2020 by 11.8%, and compared to 2021 budget is more by 17.1%.

Schedule 3: Road Impact Fees * (January 2021)

Combined 2021 year-to-date compared to 2020 is 37.4% less, and compared to 2021 budget is more by 90.1%. By quadrant, Arterial Area 2021 year-to-date compared to 2020 is 40.5% less, and compared to 2021 budget is more by 63.0%. Coll Area 1 2021 year-to-date compared to 2020 is 38.1% less, and compared to 2021 budget is more by 223.4%; Coll Area 2 2021 year-to-date compared to 2020 is 32.1% less, and compared to 2021 budget is more by 411.4%; Coll Area 3 2021 year-to-date compared to 2020 is 6.0% less, and compared to 2021 budget is more by 31.6%; Coll Area 4 2021 year-to-date compared to 2020 is 72.3% less, and compared to 2021 budget is less by 89.3%.

Schedule 4: Facilities Tax (City) * (January 2021)

2021 year-to-date compared to 2020 is 0.2% less, and compared to 2021 budget is more by 161.8%.

Schedule 5: Facilities Tax (County) * (January 2021)

2021 year-to-date compared to 2020 is 14.8% less, and compared to 2021 budget is 40.1% more.

Schedule 6: Gasoline Taxes (State Street Aid Fund) (December 2020)

The gasoline tax remittance from the State of Tennessee for December 2020 sales (received by the City in February 2021) was \$227,456 compared to \$230,395 for the same month in 2019, a decrease of \$2,939 or 1.3%. For budget comparisons, the City anticipated collections of \$207,151 for December 2020, a difference of \$20,305 more, or 9.8%. The year-to-date decrease from last fiscal year is 4.5%.

Schedule 7: Hotel/Motel Tax (December 2020)

2021 year-to-date compared to 2020 is 54.5% less, and compared for 2021 budget is less by 54.5%.

Schedule 8: Conference Center (January 2021)

The City's ½ share of the loss for January 2021 was \$43,914. In January 2020, the City's ½ share of the gain was \$35,126.

Schedule 9: City of Franklin Grants (December 2020)

The City currently has forty (42) Grants totaling \$73.8 million with \$43.9 million remaining to be spent.

*** Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.**



City of Franklin

Finance Department - Monthly Reports

Schedule 1:

Local Sales Tax

Fund

General

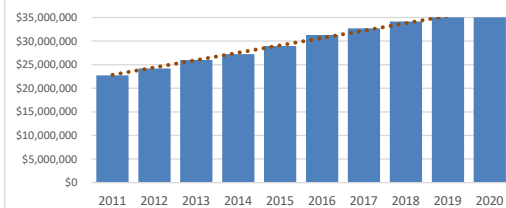
Account:

110-31300-00000

Summary: Tennessee Code Annotated 67-6-702 authorizes the levy of a local sales tax. The maximum rate authorized is 2.75%. The current rate increased from 2.25% to the maximum of 2.75% effective April 1, 2018. The tax is applied only to the first \$1,600 of any single article of personal property. The City receives 1/2 of the 2.75% rate collected within the City. Williamson County receives the other 1/2, plus an administrative fee of 1% of the City's 1/2 of the tax. Beginning with April 2018 taxes, the City contributes its share of the .5% increase to the County's School Debt Service. The County withholds the contribution for school debt service from the amount remitted to the City. Finance will track the 36 month contribution period, to end with March 2021 sales (to be received in May 2021).

Monthly Report for March 2021: The local sales tax remittance from the State of Tennessee for December 2020 sales (received by the City in February 2020) was \$4,372,682 compared to \$4,115,721 for the same month in 2019, a monthly year over year increase \$256,961, or 6.2% less. February receipts (December sales) are the sixth month of the FY 2021 fiscal year for both the City of Franklin and the State of Tennessee. The additional local option sales tax rate of 0.50%, for a total local rate of 2.75%, became effective April 1, 2018. The City of Franklin has pledged its 2nd half share of this additional tax to School Debt Service for a period of 3 years. For December 2020, the funds foregone by the City and contributed to Schools is \$961,434. Total contribution to date to Schools from the City's portion is \$20,457,015.

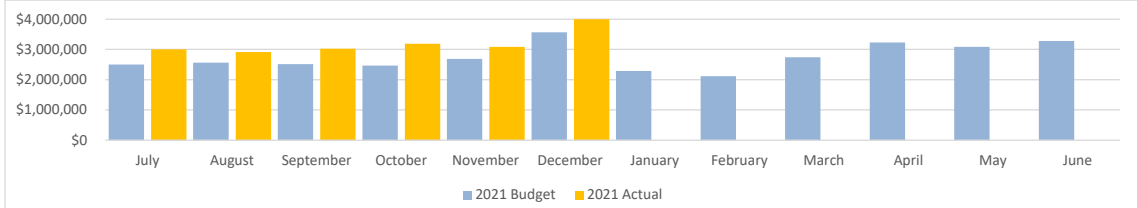
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year	Contribution to County School Debt .5% Apr 2018- Mar 2021
2011	\$22,720,666	\$1,750,845	8.3%	
2012	\$24,197,413	\$1,476,747	6.5%	
2013	\$25,995,733	\$1,798,320	7.4%	
2014	\$27,254,742	\$1,259,009	4.8%	
2015	\$28,943,994	\$1,689,252	6.2%	
2016	\$31,309,366	\$2,365,372	8.2%	
2017	\$32,694,268	\$1,384,902	4.4%	
2018	\$34,151,972	\$1,457,704	4.5%	\$1,692,308
2019	\$36,168,178	\$2,016,206	5.9%	\$7,052,013
2020	\$35,453,379	(\$714,799)	-2.0%	\$7,430,205

Average Increase (Decrease) \$ 1,448,356 5.4% \$ 16,174,526

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget	Contribution to County School Debt .5% Apr 2018-Mar 2021
July	\$3,011,846	\$2,502,756	\$3,000,773	(\$11,073)	-0.4%	\$498,017	19.9%	\$651,963
August	\$2,938,112	\$2,563,855	\$2,915,576	(\$22,536)	-0.8%	\$351,721	13.7%	\$633,703
September	\$2,947,162	\$2,514,693	\$3,022,499	\$75,338	2.6%	\$507,806	20.2%	\$669,249
October	\$3,002,662	\$2,470,211	\$3,186,150	\$183,488	6.1%	\$715,939	29.0%	\$692,919
November	\$3,109,876	\$2,685,091	\$3,085,542	(\$24,333)	-0.8%	\$400,451	14.9%	\$673,220
December	\$4,115,721	\$3,570,374	\$4,372,682	\$256,961	6.2%	\$802,308	22.5%	\$961,435
January	\$2,822,778	\$2,290,638			0.0%		0.0%	
February	\$2,605,705	\$2,118,785			0.0%		0.0%	
March	\$2,744,230	\$2,742,322			0.0%		0.0%	
April	\$2,257,522	\$3,229,288			0.0%		0.0%	
May	\$2,781,549	\$3,088,682			0.0%		0.0%	
June	\$3,116,217	\$3,278,691			0.0%		0.0%	
	\$35,453,379 Total	\$33,055,386 Total	\$19,583,224 Total	\$76,307 Average \$457,845 Total	2.4% Average	\$546,041 Average \$3,276,244 Total	20.1% Average	\$4,282,489 Total



City of Franklin

Finance Department - Monthly Reports

Schedule 2:

Building Permits

Fund

General Fund

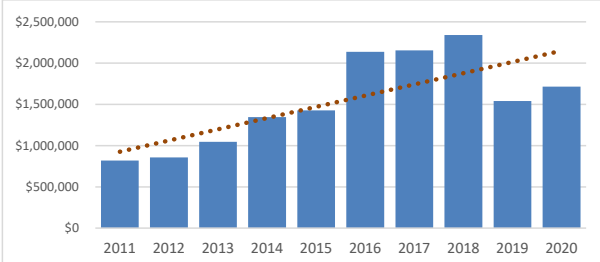
Account:

110-32120-00000

Summary: A part of General Fund Revenues, these fees are paid to the City to offset and pay for the staffing costs borne by the City to extend services due to construction growth. There has been growth in both residential and commercial sides of development. This revenue has been difficult to predict by month because permits are often obtained and fees paid in advance of construction.

Monthly Report for March 2021: 2021 year-to-date is more than 2020 by 11.8%, and compared to 2021 budget is more by 17.1%.

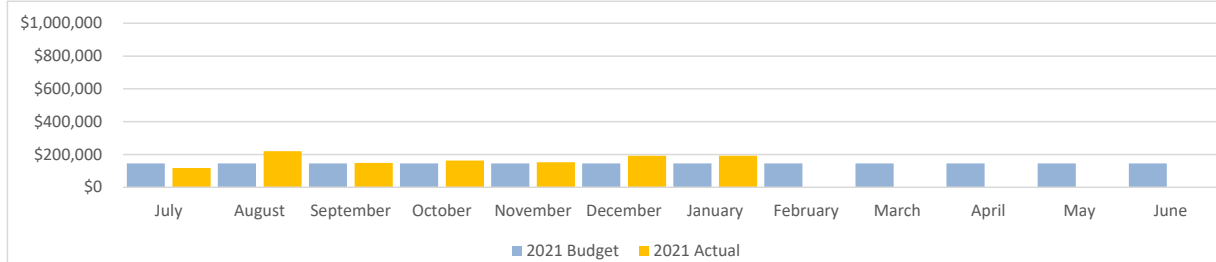
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	\$820,111	\$389,210	90.3%
2012	\$855,409	\$35,298	4.3%
2013	\$1,046,947	\$191,538	22.4%
2014	\$1,343,978	\$297,031	28.4%
2015	\$1,426,188	\$82,210	6.1%
2016	\$2,136,322	\$710,134	49.8%
2017	\$2,153,262	\$16,940	0.8%
2018	\$2,339,364	\$186,102	8.6%
2019	\$1,539,655	(\$799,709)	-34.2%
2020	\$1,714,700	\$175,045	11.4%

Average Increase (Decrease) \$ **128,380** **18.8%**

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$134,388	\$144,940	\$117,582	(\$16,806)	-12.5%	(\$27,358)	-18.9%
August	\$141,906	\$144,940	\$220,795	\$78,889	55.6%	\$75,855	52.3%
September	\$121,752	\$144,940	\$148,714	\$26,962	22.1%	\$3,774	2.6%
October	\$265,909	\$144,940	\$163,167	(\$102,742)	-38.6%	\$18,227	12.6%
November	\$203,955	\$144,940	\$152,921	(\$51,034)	-25.0%	\$7,981	5.5%
December	\$111,335	\$144,940	\$192,436	\$81,101	72.8%	\$47,496	32.8%
January	\$84,128	\$144,940	\$192,867	\$108,739	129.3%	\$47,927	33.1%
February	\$124,555	\$144,940			0.0%		0.0%
March	\$129,053	\$144,940			0.0%		0.0%
April	\$133,885	\$144,940			0.0%		0.0%
May	\$82,245	\$144,940			0.0%		0.0%
June	\$181,589	\$144,940			0.0%		0.0%

\$1,714,700	\$1,739,284	\$1,188,482	\$17,873	11.8%	\$24,843	17.1%
Total	Total	Total	Average	Average	Average	Average
			\$125,109		\$173,900	
			Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3:

Road Impact Fees

Fund

Road Impact

Account:

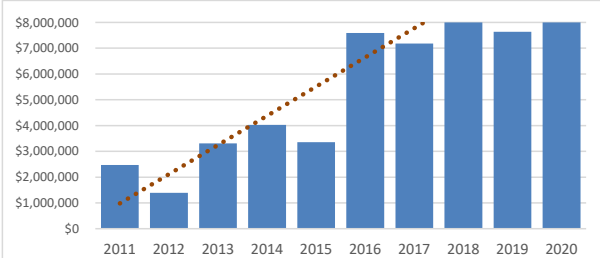
128-(32800-32804)-00000

Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011. Effective 7/1/2017, collections pertaining to collector roads within the 4 quadrants of Franklin may begin. This report will be updated to show those collections when they occur.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 37.4% less, and compared to 2021 budget is more by 90.1%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

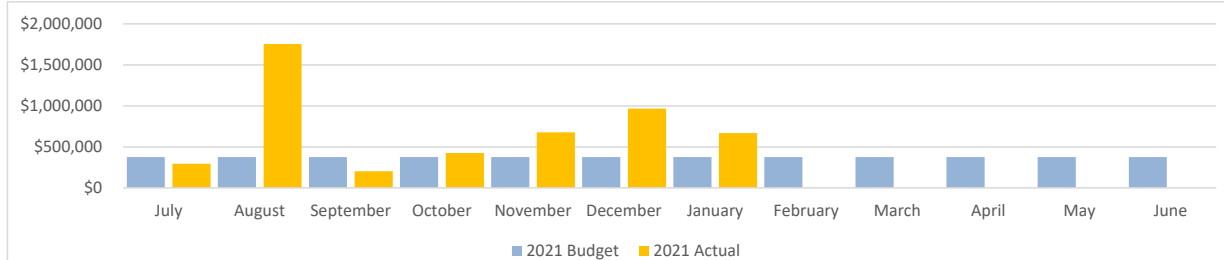
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	\$2,466,846	\$1,837,652	292.1%
2012	\$1,391,645	(\$1,075,201)	-43.6%
2013	\$3,306,075	\$1,914,430	137.6%
2014	\$4,021,752	\$715,677	21.6%
2015	\$3,358,431	(\$663,321)	-16.5%
2016	\$7,586,724	\$4,228,293	125.9%
2017	\$7,180,150	(\$406,574)	-5.4%
2018	\$11,585,500	\$4,405,350	61.4%
2019	\$7,638,442	(\$3,947,058)	-34.1%
2020	\$12,251,152	\$4,612,710	60.4%

Average Increase (Decrease) \$ 1,162,196 59.9%

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$457,068	\$375,000	\$293,215	(\$163,853)	-35.8%	(\$81,785)	-21.8%
August	\$508,801	\$375,000	\$1,754,297	\$1,245,496	244.8%	\$1,379,297	367.8%
September	\$342,306	\$375,000	\$204,516	(\$137,790)	-40.3%	(\$170,484)	-45.5%
October	\$3,287,061	\$375,000	\$424,492	(\$2,862,569)	-87.1%	\$49,492	13.2%
November	\$2,600,341	\$375,000	\$676,229	(\$1,924,112)	-74.0%	\$301,229	80.3%
December	\$591,841	\$375,000	\$967,922	\$376,081	63.5%	\$592,922	158.1%
January	\$187,810	\$375,000	\$669,382	\$481,572	256.4%	\$294,382	78.5%
February	\$488,494	\$375,000			0.0%		0.0%
March	\$962,610	\$375,000			0.0%		0.0%
April	\$1,041,012	\$375,000			0.0%		0.0%
May	\$203,187	\$375,000			0.0%		0.0%
June	\$1,580,621	\$375,000			0.0%		0.0%
	\$12,251,152	\$4,500,000	\$4,990,053	(\$426,454)	-37.4%	\$337,865	90.1%
	Total	Total	Total	Average	Average	Average	Average
				(\$2,985,175)		\$2,365,053	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3A:

Arterial Area

Fund

Road Impact

Account:

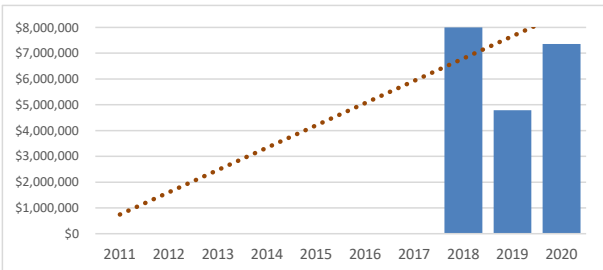
128-32800-00000

Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011. Effective 7/1/2017, collections pertaining to collector roads within the 4 quadrants of Franklin may begin. This report will be updated to show those collections when they occur.

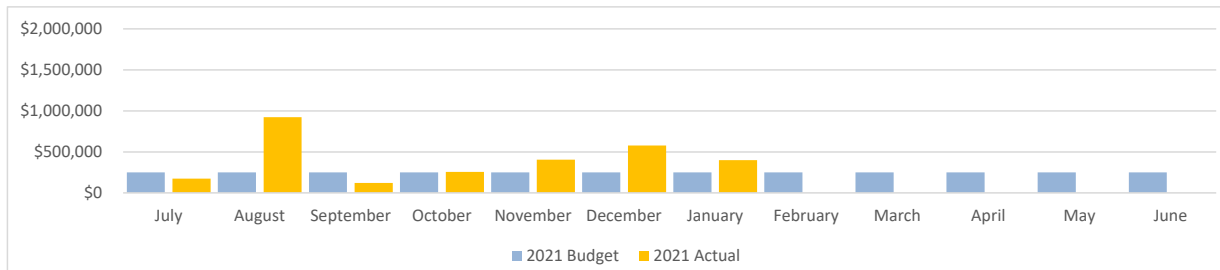
Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 40.5% less, and compared to 2021 budget is more by 63.0%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

Yearly Summary



FY20 Month by Month Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	Breakdown between Quadrants began in FY 2019.		
2012			
2013			
2014			
2015			
2016			
2017			
2018	\$11,585,500	\$11,585,500	100.0%
2019	\$4,785,438	(\$6,800,062)	-58.7%
2020	\$7,359,092	\$2,573,654	53.8%

Average Increase (Decrease) \$ 2,453,031

Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$280,019	\$250,000	\$174,511	(\$105,508)	-37.7%	(\$75,489)	-30.2%
August	\$310,836	\$250,000	\$921,741	\$610,905	196.5%	\$671,741	268.7%
September	\$205,476	\$250,000	\$121,717	(\$83,759)	-40.8%	(\$128,283)	-51.3%
October	\$1,973,736	\$250,000	\$254,574	(\$1,719,162)	-87.1%	\$4,574	1.8%
November	\$1,552,456	\$250,000	\$403,997	(\$1,148,459)	-74.0%	\$153,997	61.6%
December	\$354,347	\$250,000	\$577,878	\$223,531	63.1%	\$327,878	131.2%
January	\$117,719	\$250,000	\$398,234	\$280,515	238.3%	\$148,234	59.3%
February	\$299,720	\$250,000			0.0%		0.0%
March	\$573,930	\$250,000			0.0%		0.0%
April	\$622,588	\$250,000			0.0%		0.0%
May	\$126,099	\$250,000			0.0%		0.0%
June	\$942,166	\$250,000			0.0%		0.0%
	\$7,359,092	\$3,000,000	\$2,852,652	(\$277,420)	-40.5%	\$157,522	63.0%
	Total	Total	Total	Average (\$1,941,937) Total	Average	Average \$1,102,652 Total	Average



City of Franklin

Finance Department - Monthly Reports

Schedule 3B:

Coll Area 1

Fund

Road Impact

Account:

128-32801-00000

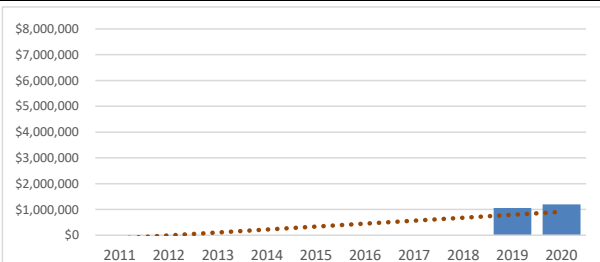
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011. Effective 7/1/2017, collections pertaining to collector roads within the 4 quadrants of Franklin may begin. This report will be updated to show those collections when they occur.

Coll Area 1 - Area north of Murfreesboro Road/3rd Avenue South and east of East Main Street/Franklin Road and within the corporate boundaries of the city.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 38.1% less, and compared to 2021 budget are more by 223.4%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

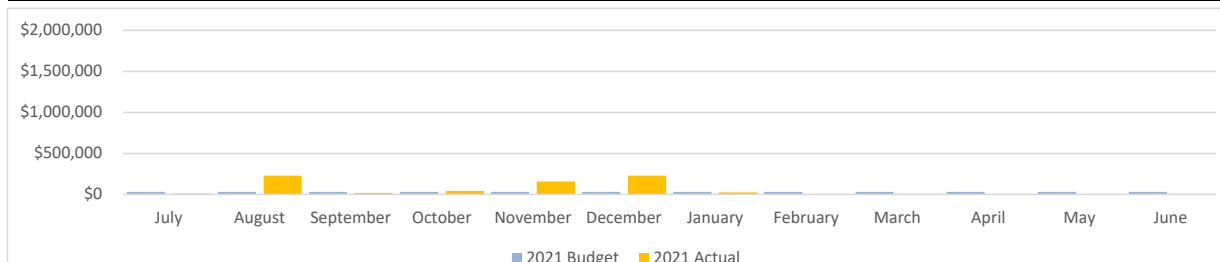
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	Breakdown between Quadrants began in FY 2019.	\$0	0.0%
2012			
2013			
2014			
2015			
2016			
2017			
2018	\$0	\$0	0.0%
2019	\$1,057,313	\$1,057,313	100.0%
2020	\$1,200,036	\$142,723	13.5%

Average Increase (Decrease) \$ 400,012

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$18,633	\$31,250	\$8,484	(\$10,149)	-54.5%	(\$22,766)	-72.9%
August	\$10,519	\$31,250	\$228,391	\$217,872	2071.2%	\$197,141	630.9%
September	\$45,163	\$31,250	\$20,040	(\$25,123)	-55.6%	(\$11,210)	-35.9%
October	\$5,209	\$31,250	\$41,511	\$36,302	696.9%	\$10,261	32.8%
November	\$961,045	\$31,250	\$154,814	(\$806,231)	-83.9%	\$123,564	395.4%
December	\$102,538	\$31,250	\$230,711	\$128,173	125.0%	\$199,461	638.3%
January	\$0	\$31,250	\$23,380	\$23,380	0.0%	(\$7,870)	-25.2%
February	\$6,680	\$31,250	\$0	\$0	0.0%	\$0	0.0%
March	\$6,680	\$31,250	\$0	\$0	0.0%	\$0	0.0%
April	\$3,340	\$31,250	\$0	\$0	0.0%	\$0	0.0%
May	\$6,680	\$31,250	\$0	\$0	0.0%	\$0	0.0%
June	\$33,549	\$31,250	\$0	\$0	0.0%	\$0	0.0%
	\$1,200,036 Total	\$375,000 Total	\$707,331 Total	(\$62,254) Average (\$435,776) Total	-38.1% Average	\$69,797 Average \$488,581 Total	223.4% Average



City of Franklin

Finance Department - Monthly Reports

Schedule 3C:

Coll Area 2

Fund

Road Impact

Account:

128-32802-00000

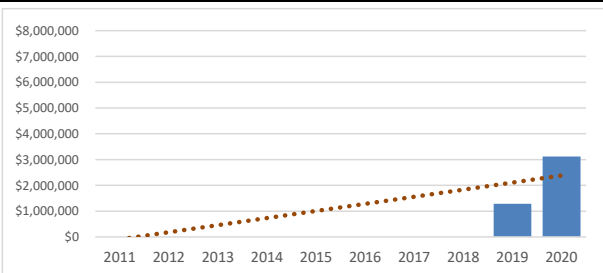
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011. Effective 7/1/2017, collections pertaining to collector roads within the 4 quadrants of Franklin may begin. This report will be updated to show those collections when they occur.

Coll Area 2 - Area south of Murfreesboro Road/3rd Avenue South and east of Columbia Avenue/Columbia Pike and within the corporate boundaries of the city.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 32.1% less, and compared to 2021 budget is more by 411.4%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

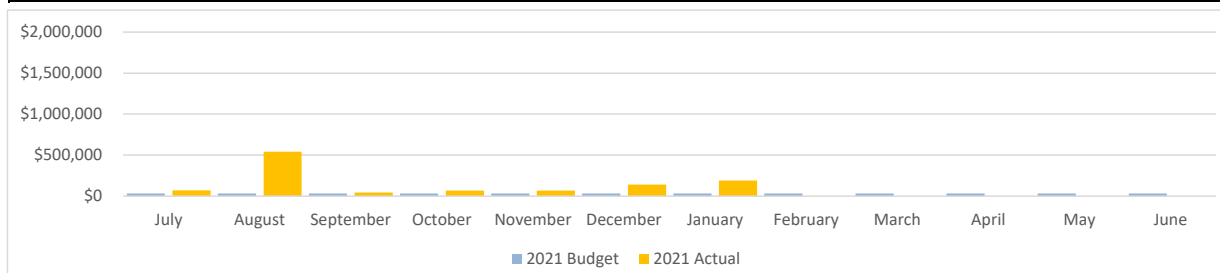
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	Breakdown between Quadrants began in FY 2019.		
2012			
2013			
2014			
2015			
2016			
2017			
2018			
2019	\$1,282,977	\$1,282,977	100.0%
2020	\$3,118,015	\$1,835,038	143.0%

Average Increase (Decrease) \$ 1,559,008

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$109,852	\$31,250	\$70,140	(\$39,712)	-36.2%	\$38,890	124.4%
August	\$131,411	\$31,250	\$540,169	\$408,758	311.1%	\$508,919	1628.5%
September	\$30,060	\$31,250	\$45,224	\$15,164	50.4%	\$13,974	44.7%
October	\$1,203,446	\$31,250	\$66,483	(\$1,136,963)	-94.5%	\$35,233	112.7%
November	\$53,440	\$31,250	\$66,483	\$13,043	24.4%	\$35,233	112.7%
December	\$63,460	\$31,250	\$139,293	\$75,833	119.5%	\$108,043	345.7%
January	\$54,927	\$31,250	\$190,988	\$136,061	247.7%	\$159,738	511.2%
February	\$120,170	\$31,250	\$0		0.0%		0.0%
March	\$351,940	\$31,250	\$0		0.0%		0.0%
April	\$381,684	\$31,250	\$0		0.0%		0.0%
May	\$47,028	\$31,250	\$0		0.0%		0.0%
June	\$570,597	\$31,250	\$0		0.0%		0.0%
	\$3,118,015	\$375,000	\$1,118,780	(\$75,402)	-32.1%	\$128,576	411.4%
	Total	Total	Total	Average	Average	Average	Average
				(\$527,816)		\$900,030	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3D:

Coll Area 3

Fund

Road Impact

Account:

128-32803-00000

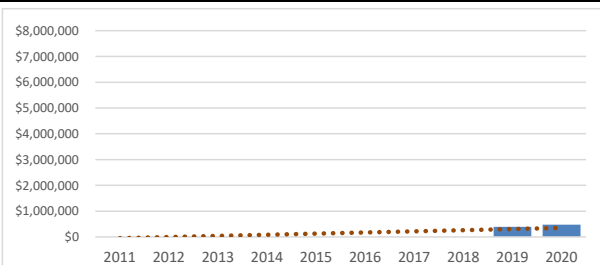
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011. Effective 7/1/2017, collections pertaining to collector roads within the 4 quadrants of Franklin may begin. This report will be updated to show those collections when they occur.

Coll Area 3 - Area south of New Highway 96W and west of 5th Avenue South and Columbia Avenue/Columbia Pike and within the corporate boundaries of the city.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 6.0% less, and compared to 2021 budget are more by 31.6%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

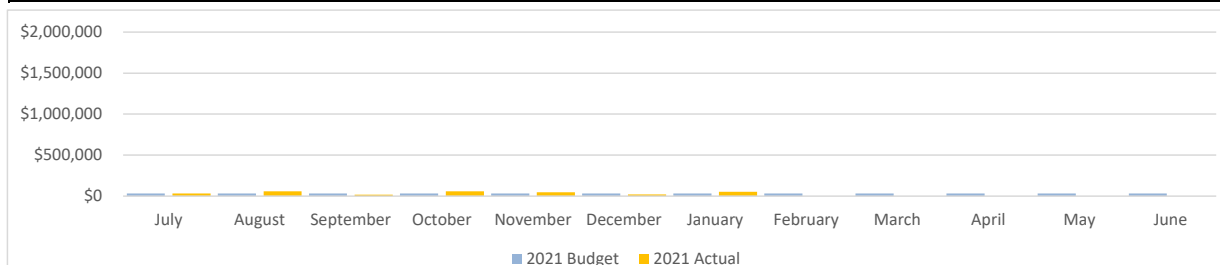
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	Breakdown between Quadrants began in FY 2019.	\$0	100.0%
2012			
2013			
2014			
2015			
2016			
2017			
2018	\$0	\$0	100.0%
2019	\$396,897	\$396,897	100.0%
2020	\$472,760	\$75,863	19.1%

Average Increase (Decrease) \$ 75,863

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$41,884	\$31,250	\$33,400	(\$8,484)	-20.3%	\$2,150	6.9%
August	\$56,035	\$31,250	\$57,316	\$1,281	2.3%	\$26,066	83.4%
September	\$61,607	\$31,250	\$17,535	(\$44,072)	-71.5%	(\$13,715)	-43.9%
October	\$68,431	\$31,250	\$58,584	(\$9,847)	-14.4%	\$27,334	87.5%
November	\$33,400	\$31,250	\$47,595	\$14,195	42.5%	\$16,345	52.3%
December	\$36,546	\$31,250	\$20,040	(\$16,506)	-45.2%	(\$11,210)	-35.9%
January	\$8,484	\$31,250	\$53,440	\$44,956	529.9%	\$22,190	71.0%
February	\$58,584	\$31,250			0.0%		0.0%
March	\$30,060	\$31,250			0.0%		0.0%
April	\$26,720	\$31,250			0.0%		0.0%
May	\$16,700	\$31,250			0.0%		0.0%
June	\$34,309	\$31,250			0.0%		0.0%
	\$472,760	\$375,000	\$287,910	(\$2,640)	-6.0%	\$9,880	31.6%
	Total	Total	Total	Average (\$18,477) Total	Average	Average \$69,160 Total	Average



City of Franklin

Finance Department - Monthly Reports

Schedule 3E:

Coll Area 4

Fund

Road Impact

Account:

128-32804-00000

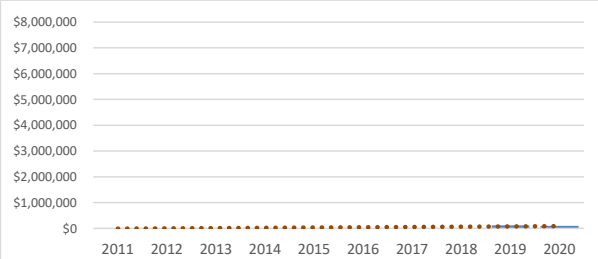
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Coll Area 4 - Area north of New Highway 96W, 5th Avenue North, Main Street and west of East Main Street and Franklin Road and within the corporate boundaries of the city.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 72.3% less, and compared to 2021 budget is less by 89.3%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

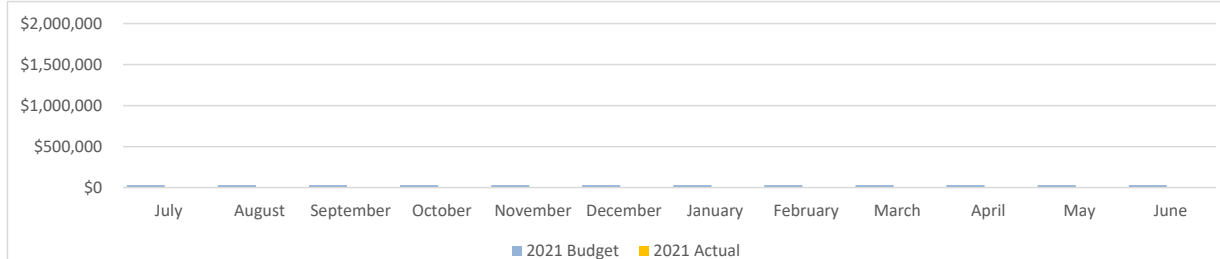
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	Breakdown between Quadrants began in FY 2019.		
2012			
2013			
2014			
2015			
2016			
2017			
2018	\$0	\$0	
2019	\$115,817	\$115,817	100.0%
2020	\$101,249	(\$14,568)	-12.6%

Average Increase (Decrease) \$ (14,568)

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$6,680	\$31,250	\$6,680	\$0	0.0%	(\$24,570)	-78.6%
August	\$0	\$31,250	\$6,680	\$6,680	0.0%	(\$24,570)	-78.6%
September	\$0	\$31,250	\$0	\$0	0.0%	(\$31,250)	-100.0%
October	\$36,239	\$31,250	\$3,340	(\$32,899)	-90.8%	(\$27,910)	-89.3%
November	\$0	\$31,250	\$3,340	\$3,340	0.0%	(\$27,910)	-89.3%
December	\$34,950	\$31,250	\$0	(\$34,950)	-100.0%	(\$31,250)	-100.0%
January	\$6,680	\$31,250	\$3,340	(\$3,340)	-50.0%	(\$27,910)	-89.3%
February	\$3,340	\$31,250			0.0%		0.0%
March	\$0	\$31,250			0.0%		0.0%
April	\$6,680	\$31,250			0.0%		0.0%
May	\$6,680	\$31,250			0.0%		0.0%
June	\$0	\$31,250			0.0%		0.0%
	\$101,249 Total	\$375,000 Total	\$23,380 Total	(\$8,738) Average (\$61,169) Total	-72.3% Average	(\$27,910) Average (\$195,370) Total	-89.3% Average



City of Franklin

Finance Department - Monthly Reports

Schedule 4:

Facilities Tax (City)

Fund

Facilities Tax

Account:

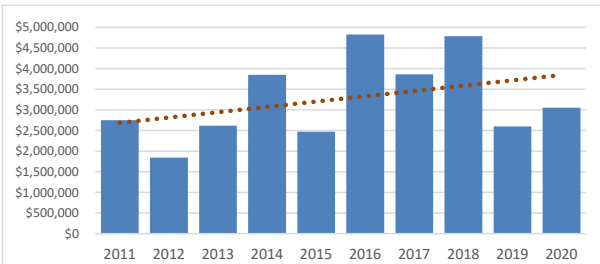
130-31600-00000

Summary: A special revenue fund used to account for the proceeds authorized by a private act of the Tennessee General Assembly of 1987 for the City to levy and collect a privilege tax on new development to provide that new development contribute its fair share of providing new public facilities made necessary by growth. Such taxes may be expended only on police, fire, sanitation, and parks and recreation.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 0.2% less, and compared to 2021 budget is more by 161.8%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

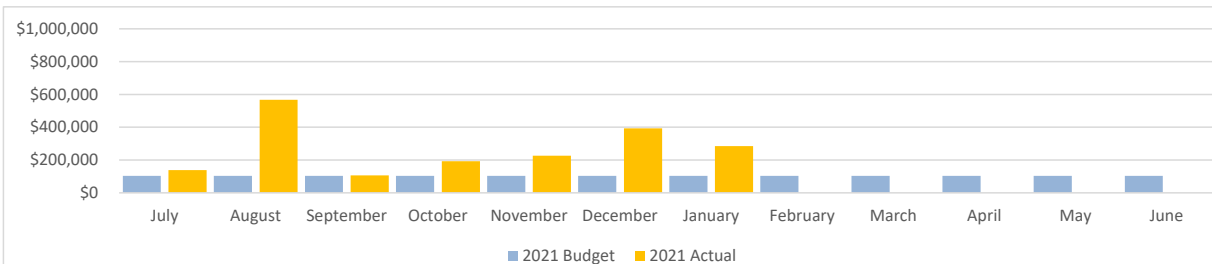
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	\$2,748,927	\$1,785,179	185.2%
2012	\$1,845,690	(\$903,237)	-32.9%
2013	\$2,617,339	\$771,649	41.8%
2014	\$3,848,783	\$1,231,444	47.0%
2015	\$2,468,473	(\$1,380,310)	-35.9%
2016	\$4,827,968	\$2,359,495	95.6%
2017	\$3,864,453	(\$963,515)	-20.0%
2018	\$4,788,042	\$923,589	23.9%
2019	\$2,598,810	(\$2,189,232)	-45.7%
2020	\$3,051,110	\$452,300	17.4%

Average Increase (Decrease) **\$208,736** **27.7%**

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$166,390	\$104,167	\$137,965	(\$28,425)	-17.1%	\$33,798	32.4%
August	\$165,263	\$104,167	\$567,347	\$402,084	243.3%	\$463,180	444.7%
September	\$131,262	\$104,167	\$106,988	(\$24,274)	-18.5%	\$2,821	2.7%
October	\$685,211	\$104,167	\$192,828	(\$492,383)	-71.9%	\$88,661	85.1%
November	\$514,554	\$104,167	\$226,319	(\$288,235)	-56.0%	\$122,152	117.3%
December	\$151,610	\$104,167	\$392,660	\$241,050	159.0%	\$288,493	277.0%
January	\$97,669	\$104,167	\$284,889	\$187,220	191.7%	\$180,722	173.5%
February	\$169,431	\$104,167			0.0%		0.0%
March	\$232,369	\$104,167			0.0%		0.0%
April	\$260,000	\$104,167			0.0%		0.0%
May	\$104,027	\$104,167			0.0%		0.0%
June	\$373,324	\$104,167			0.0%		0.0%
	\$3,051,110 Total	\$1,250,000 Total	\$1,908,996 Total	(\$423) Average (\$2,963) Total	-0.2% Average	\$168,547 Average \$1,179,829 Total	161.8% Average



City of Franklin

Finance Department - Monthly Reports

Schedule 5:

Facilities Tax (County)

Fund

Facilities Tax (County)

Account:

132-31600-00000

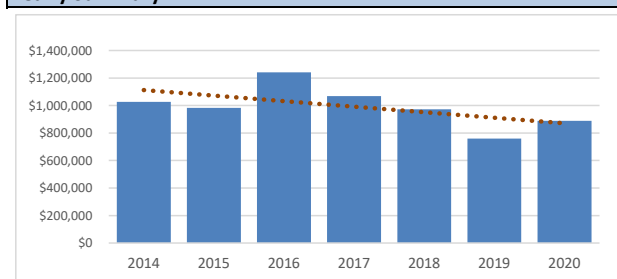
Summary: City's share of Williamson county's Adequate School Facilities Tax. 30% of the proceeds are distributed to the incorporated cities within the county, and an additional 30% is divided pro rata among the incorporated cities based on population in the last decennia census. All funds are to be used for the purpose of providing public facilities, the need for which is reasonably related to new development. The County uses 100% of its amount for public school purposes.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 14.8% less, and compared to 2020 budget is 40.1% more.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

Note: Recorded in Capital Projects Fund beginning in FY 2011 (as per Resolution 2010-69). In June 2017, the County Facilities Tax Fund was created. Funds remaining in the Capital Projects Fund were transferred to the new fund.

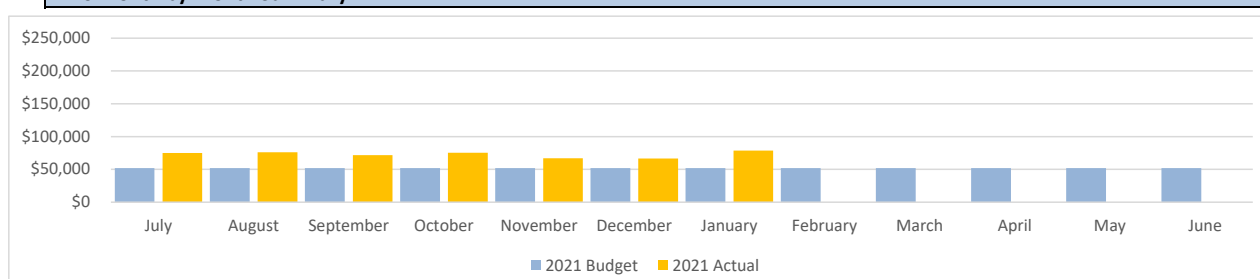
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	County Facilities Tax receipts began in FY 2012.		
2012	\$672,961	\$672,961	100.0%
2013	\$838,523	\$165,562	24.6%
2014	\$1,026,933	\$188,410	22.5%
2015	\$982,605	(\$44,328)	-4.3%
2016	\$1,241,241	\$258,636	26.3%
2017	\$1,068,030	(\$173,211)	-14.0%
2018	\$971,814	(\$96,216)	-9.0%
2019	\$759,873	(\$211,941)	-21.8%
2020	\$889,426	\$129,553	17.0%

Average Increase (Decrease) \$ 27,058 5.2%

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$72,832	\$52,083	\$75,154	\$2,322	3.2%	\$23,070	44.3%
August	\$76,092	\$52,083	\$76,068	(\$24)	0.0%	\$23,985	46.1%
September	\$87,657	\$52,083	\$71,681	(\$15,977)	-18.2%	\$19,597	37.6%
October	\$57,229	\$52,083	\$75,341	\$18,112	31.6%	\$23,258	44.7%
November	\$99,791	\$52,083	\$67,124	(\$32,668)	-32.7%	\$15,040	28.9%
December	\$88,107	\$52,083	\$66,672	(\$21,435)	-24.3%	\$14,589	28.0%
January	\$118,070	\$52,083	\$78,759	(\$39,312)	-33.3%	\$26,675	51.2%
February	\$59,955	\$52,083			0.0%		0.0%
March	\$58,136	\$52,083			0.0%		0.0%
April	\$78,441	\$52,083			0.0%		0.0%
May	\$52,045	\$52,083			0.0%		0.0%
June	\$41,071	\$52,083			0.0%		0.0%
	\$889,426	\$625,000	\$510,798	(\$12,712)	-14.8%	\$20,888	40.1%
	<i>Total</i>	<i>Total</i>	<i>Total</i>	<i>Average</i>	<i>Average</i>	<i>Average</i>	<i>Average</i>
				(\$88,981)		\$146,215	
				<i>Total</i>		<i>Total</i>	



City of Franklin

Finance Department - Monthly Reports

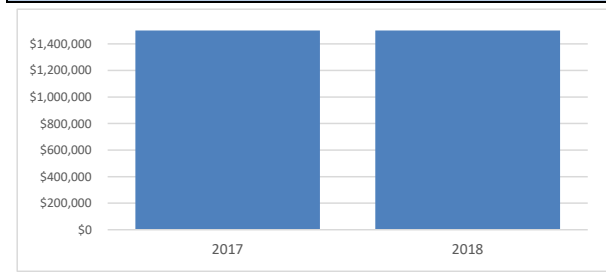
Schedule 6:	Gasoline Tax	Fund	Street Aid	Account:	121-33220-00000
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Summary: As part of Street Aid Fund Revenues, the City receives a share of the state shared gasoline tax. Gas taxes increased effective July 1, 2017 as part of the IMPROVE Act to help fund state road projects. The tax increased by 4 cents on July 1, and will increase by 1 cent for each of the next two years. The tax on diesel will increase a total of 10 cents over the next 3 years.

Monthly Report for March 2021: The gasoline tax remittance from the State of Tennessee for December 2020 sales (received by the City in February 2021) was \$227,456 compared to \$230,395 for the same month in 2019, a decrease of \$2,939 or 1.3%.

For budget comparisons, the City anticipated collections of \$207,151 for December 2020, a difference of \$20,305 more, or 9.8%.

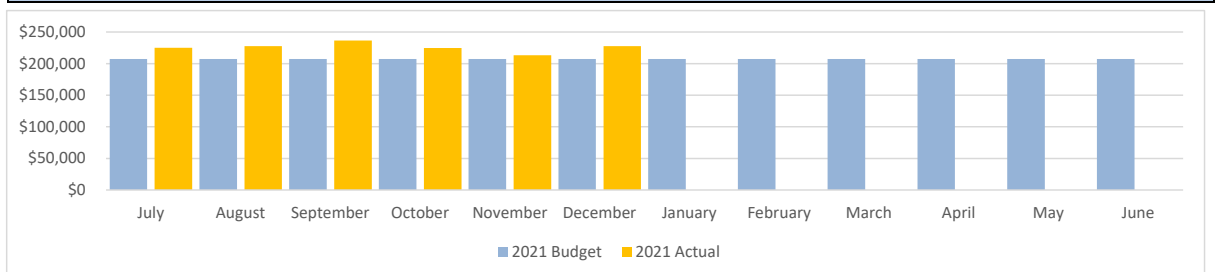
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
	Increase in Gas Tax began July 2017.		
2016	\$1,959,796		
2017	\$1,971,070	\$11,274	0.6%
2018	\$2,520,503	\$549,433	27.9%
2019	\$2,630,997	\$110,494	4.4%
2020	\$2,660,745	\$29,748	1.1%

Average Increase (Decrease) \$ 175,237 8.5%

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$246,917	\$207,151	\$224,996	(\$21,922)	-8.9%	\$17,845	8.6%
August	\$242,660	\$207,151	\$227,528	(\$15,133)	-6.2%	\$20,377	9.8%
September	\$235,580	\$207,151	\$236,657	\$1,077	0.5%	\$29,506	14.2%
October	\$233,080	\$207,151	\$224,725	(\$8,355)	-3.6%	\$17,574	8.5%
November	\$229,634	\$207,151	\$213,342	(\$16,291)	-7.1%	\$6,191	3.0%
December	\$230,395	\$207,151	\$227,456	(\$2,939)	-1.3%	\$20,305	9.8%
January	\$217,951	\$207,151			0.0%		0.0%
February	\$200,077	\$207,151			0.0%		0.0%
March	\$228,263	\$207,151			0.0%		0.0%
April	\$154,760	\$207,151			0.0%		0.0%
May	\$207,781	\$207,151			0.0%		0.0%
June	\$233,647	\$207,151			0.0%		0.0%
	\$2,660,745 Total	\$2,485,811 Total	\$1,354,702 Total	(\$10,594) Average (\$63,564) Total	-4.5% Average	\$18,633 Average \$111,797 Total	9.0% Average



City of Franklin

Finance Department - Monthly Reports

Schedule 7:

Hotel/Motel Tax

Fund

Hotel/Motel Fund

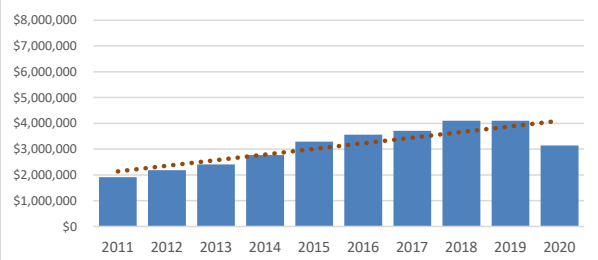
Account:

150-31700-00000

Summary: The Hotel/Motel Fund is a special revenue fund used to account for the locally administered tax levied on the occupancy of hotel and motel rooms, in addition to sales tax. The City of Franklin Hotel/Motel Tax is 4%. During FY 2020, the fund is used to pay debt service on Harlinsdale Farm, Eastern Flank Battlefield and Carter Hill Parks.

Monthly Report for March 2021: 2021 year-to-date compared to 2020 is 54.5% less, and compared to 2021 budget is less by 54.5%.

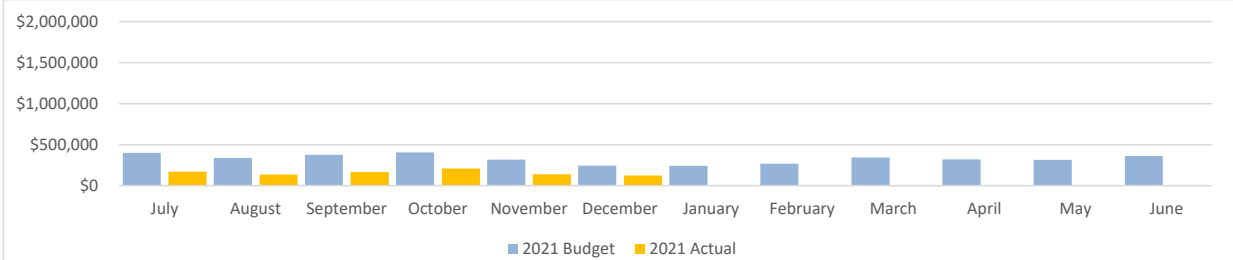
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2011	\$1,917,196	\$253,893	15.3%
2012	\$2,185,953	\$268,757	14.0%
2013	\$2,403,775	\$217,822	10.0%
2014	\$2,764,802	\$361,027	15.0%
2015	\$3,291,019	\$526,217	19.0%
2016	\$3,557,971	\$266,952	8.1%
2017	\$3,710,589	\$152,618	4.3%
2018	\$4,097,695	\$387,106	10.4%
2019	\$4,103,235	\$5,540	0.1%
2020	\$3,138,814	(\$964,421)	-23.5%

Average Increase (Decrease) \$ 147,551 7.3%

FY20 Month by Month Summary



Month	2020 Actual	2021 Budget	2021 Actual	\$ Inc./ (Dec.) from 2020 Actual	% Inc./ (Dec.) from 2020 Actual	\$ Inc./ (Dec.) from 2021 Budget	% Inc./ (Dec.) from 2021 Budget
July	\$358,441	\$399,210	\$170,007	(\$188,434)	-52.6%	(\$229,203)	-57.4%
August	\$335,061	\$336,722	\$136,938	(\$198,123)	-59.1%	(\$199,784)	-59.3%
September	\$379,962	\$375,387	\$164,428	(\$215,534)	-56.7%	(\$210,959)	-56.2%
October	\$420,494	\$403,942	\$208,963	(\$211,531)	-50.3%	(\$194,979)	-48.3%
November	\$318,100	\$316,035	\$138,171	(\$179,929)	-56.6%	(\$177,864)	-56.3%
December	\$261,294	\$244,942	\$125,192	(\$136,103)	-52.1%	(\$119,750)	-48.9%
January	\$276,512	\$241,750			0.0%		0.0%
February	\$319,269	\$266,694			0.0%		0.0%
March	\$201,971	\$342,087			0.0%		0.0%
April	\$37,682	\$319,573			0.0%		0.0%
May	\$75,021	\$314,472			0.0%		0.0%
June	\$155,008	\$359,706			0.0%		0.0%
Total		\$3,920,520	\$943,699	(\$188,275)	-54.5%	(\$188,757)	-54.5%
Total				Average (\$1,129,652)	Average	Average (\$1,132,539)	Average



City of Franklin

Finance Department - Monthly Reports

Schedule 8:

Conference Center Profit/(Loss)

Fund

Hotel/Motel

Account:

150-84910-47100

Summary: As part of Hotel/Motel, the City receives half of the profit/(loss) from the Conference Center.

Monthly Report for March 2021: The loss for January 2021 was \$43,914 compared to a gain of \$35,126 for the same month in 2020, a decrease of \$79,040.

MONTHLY - Conference Center Financials Jul 20-Jun 21

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Total
Gross Revenue	145,334	142,794	164,219	140,096	138,304	67,968	52,176						850,891
House Profit	29,777	30,100	6,206	5,047	(2,455)	(51,305)	(33,054)						(15,684)
Less: Fixed Expenses	53,048	52,547	53,713	54,092	56,446	53,602	52,164						375,612
Net Income	(23,271)	(22,447)	(47,507)	(49,045)	(58,901)	(104,907)	(85,218)						(391,296)
Less: FF&E Reserve 5%	7,267	7,140	8,211	7,071	6,915	3,332	2,609						42,545
Net Cash Flow	(30,538)	(29,587)	(55,718)	(56,116)	(65,816)	(108,239)	(87,827)						(433,841)
City 1/2	(15,269)	(14,794)	(27,859)	(28,058)	(32,908)	(54,120)	(43,914)	-	-	-	-	-	(216,921)

MONTHLY - Conference Center Financials Jul 19-Jun 20

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Total
Gross Revenue	327,717	660,449	824,870	893,814	562,467	675,497	634,452	751,327	244,394	45,812	16,968	108,147	5,745,914
House Profit	(32,143)	192,021	247,417	322,294	91,459	143,109	158,609	230,164	6,396	(4,647)	(39,424)	29,935	1,345,190
Less: Fixed Expenses	77,998	59,227	69,174	84,160	75,852	72,130	56,634	65,409	72,808	58,935	47,514	50,935	790,776
Net Income	(11,141)	132,794	178,243	238,134	15,607	70,979	101,975	164,755	(66,412)	(63,582)	(86,938)	(21,000)	653,414
Less: FF&E Reserve 5%	16,386	33,025	41,244	44,691	28,123	33,775	31,723	37,566	12,220	2,291	848	5,407	287,299
Net Cash Flow	(126,527)	99,769	136,999	193,443	(12,516)	37,204	70,252	127,189	(78,632)	(65,873)	(87,786)	(26,407)	267,115
City 1/2	(63,264)	49,885	68,500	96,722	(6,258)	18,602	35,126	63,595	(39,316)	(32,937)	(43,893)	(13,204)	133,558

MONTHLY Differences - Conference Center Financials

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
City 1/2 Difference	47,995	(64,678)	(96,359)	(124,780)	(26,650)	(72,722)	(79,040)					



City of Franklin
Finance Department - Monthly Reports

Schedule 9:

City of Franklin Grants - December 2020

	Grant Name	Department	Department Contact	Grant Total	Reimbursable Amount Spent		Amount Reimbursed		Amount Requested	Amount Spent Not Yet Requested	Bal Remaining (Grant Total - Reimb Amt Spent)
1a	CBDG	BNS	Kathleen Sauseda	\$246,747	\$246,747	=	\$239,257	+	\$0	+	\$0
1b	CBDG	BNS	Kathleen Sauseda	\$264,629	\$264,629	=	\$264,478	+	\$0	+	\$0
1c	CBDG	BNS	Kathleen Sauseda	\$274,706	\$274,706	=	\$270,704	+	\$0	+	\$0
1d	CBDG	BNS	Kathleen Sauseda	\$280,410	\$280,410	=	\$277,410	+	\$0	+	\$0
1e	CBDG	BNS	Kathleen Sauseda	\$263,690	\$263,690	=	\$253,690	+	\$0	+	\$0
1f	CBDG	BNS	Kathleen Sauseda	\$318,360	\$337,559	=	\$395,126	+	\$0	+	\$0
1g	CBDG	BNS	Kathleen Sauseda	\$353,910	\$66,610	=	\$0	+	\$39,655	+	\$0
1h	CDBG - CARES Act	BNS	Kathleen Sauseda	\$213,789	\$171,509	=	\$0	+	\$182,819	+	\$0
2	Expansion of the City of Franklin's current ITS infrastructure network capabilities into areas with	Engineering	Adam Moser	\$720,000	\$136,524	=	\$118,885	+	\$15,792	+	\$0
3	Expansion of the City of Franklin's current ITS infrastructure network capabilities into areas with extensive congestion to include CCTV,DMS,Weather Communication and connect to TDOT and Brentwood systems	Engineering	Adam Moser	\$1,280,000	\$826,023	=	\$307,505	+	\$519,428	+	\$0
4	SR-96 (Murfreesboro Rd) Traffic Signal Improvements	Engineering	Adam Moser	\$1,586,600	\$87,217	=	\$28,487	+	\$58,729	+	\$0
5	SR-96 Multi-Use Trail	Engineering	David Hodnett	\$1,800,000	\$16,991	=	\$0	+	\$16,991	+	\$0
6	McEwen Drive from Cool Springs Boulevard/Oxford Drive to SR-252 Franklin, Williamson County	Engineering	David Hodnett	\$10,000,000	\$0	=	\$0	+	\$0	+	\$0
7	Safe Routes to School Project, Hunters Bend Elementary (SRTS)	Engineering (SRTS)	Jonathan Marston	\$596,322	\$559,823	=	\$559,823	+	\$0	+	\$0
8	Mack Hatcher Parkway West, From S-96 West of Franklin to SR-106 (US-431) North of Franklin, Williamson County	Engineering	Paul Holzen	\$14,172,004	\$12,499,523	=	\$11,601,460	+	\$0	+	\$651,206
9	SR-6 (Columbia Ave) from SR-397 (Mack Hatcher Pkwy) to Downs Blvd ONLY DESIGN	Engineering	William Banks	\$21,000,000	\$1,967,872	=	\$1,415,891	+	\$0	+	\$0
10	Gatlinburg Aid (Fire)	Fire	Joanne Finn	\$31,161	\$31,161	=	\$0	+	\$31,161	+	\$0
11	Florence Aid (Flood)	Fire	Joanne Finn	\$89,497	\$89,497	=	\$44,748	+	\$44,748	+	\$0
12	Florence Aid (Flood)	Fire	Joanne Finn	\$2,924	\$2,924	=	\$0	+	\$2,924	+	\$0



City of Franklin
Finance Department - Monthly Reports

Schedule 9:

City of Franklin Grants - December 2020

	Grant Name	Department	Department Contact	Grant Total	Reimbursable Amount Spent		Amount Reimbursed	Amount Requested	Amount Spent Not Yet Requested	Bal Remaining (Grant Total - Reimb Amt Spent)
13	Hurricane Dorian	Fire	Joanne Finn	\$16,892	\$16,892	=	\$8,446	+ \$8,446	+ \$0	\$0
14	Hurricane Dorian	Fire	Joanne Finn	\$10,712	\$10,712	=	\$5,356	+ \$5,356	+ \$0	\$0
15	Sound Off with Home Fire Safety Patrol	Fire	Joanne Finn	\$1,000	\$1,000	=	\$1,000	+ \$0	+ \$0	\$0
16	TAEF Community Tree Planting	Parks	Alyssa Dillon	\$6,525	\$5,448	=	\$5,448	+ \$0	+ \$0	\$1,077
17	Acquisition of Spivey Tract	Parks	Alyssa Dillon	\$637,500	\$637,500	=	\$637,500	+ \$0	+ \$0	\$0
18	Hayes House Window Restoration	Planning	Amanda Rose	\$22,200	\$14,280	=	\$14,280	+ \$0	+ \$0	\$7,920
19	Hincheyville Historic District	Planning	Amanda Rose	\$6,000	\$4,770	=	\$4,770	+ \$0	+ \$0	\$1,230
20	Tree Planting	Parks	Paige Cruse	\$19,350	\$18,884	=	\$18,884	+ \$0	+ \$0	\$466
21	Harlinsdale Restoration - PREPAYMENT	Parks	Paige Cruse	\$0	\$0	=	(\$100,000)	+ \$0	+ \$0	\$0
22	Governor's Highway Safety Office-Franklin Fight Against Impaired Driving	Police	Rachel Gober	\$25,000	\$6,615	=	\$6,615	+ \$0	+ \$0	\$18,385
23	Governor's Highway Safety Office-Franklin Fight Against Impaired Driving	Police	Rachel Gober	\$20,000	\$0	=	\$0	+ \$0	+ \$0	\$20,000
24	Governor's Highway Safety Office-Network Coordinator	Police	Rachel Gober	\$20,000	\$11,753	=	\$11,753	+ \$0	+ \$0	\$8,247
25	Governor's Highway Safety Office-Network Coordinator	Police	Rachel Gober	\$20,000	\$5,435	=	\$5,426	+ \$0	+ \$0	\$14,565
26	Bulletproof Vest	Police	Will McCarville	\$3,518	\$3,518	=	\$3,518	+ \$0	+ \$0	\$0
27	COVID 19 (Stafford Act)	Various Departments	Joanne Finn/ Dawn Wildrick	\$0	\$225,000	=	\$0	+ \$225,000	+ \$0	-\$225,000
28	COVID 19 (TN CARES ACT)	Various Departments	Joanne Finn/ Dawn Wildrick	\$1,213,710	\$1,213,710	=	\$1,213,710	+ \$0	+ \$0	\$0
29	COVID 19 (Local Gov DA Grant)	Various Departments	Joanne Finn/ Dawn Wildrick	\$1,815,648	\$1,815,648	=	\$1,815,648	+ \$0	+ \$0	\$0
30	Replacement Vehicle - PM- Planning & Equipment	Transit	Kelly Bair	\$714,640	\$685,850	=	\$685,850	+ \$0	+ \$0	\$28,790
31	Allocation for 5307 FY2012	Transit	Kelly Bair	\$1,915,995	\$1,323,870	=	\$1,323,870	+ \$0	+ \$0	\$592,125
32	FY 14 5307 Allocation	Transit	Kelly Bair	\$1,715,113	\$948,158	=	\$931,621	+ \$9,617	+ \$0	\$766,955
33	FY 16 5307 Allocation	Transit	Kelly Bair	\$995,235	\$740,771	=	\$731,037	+ \$2,423	+ \$0	\$254,464
34	FY 2015 5339 - Capital Cost of Leasing	Transit	Kelly Bair	\$112,500	\$85,458	=	\$3,355	+ \$0	+ \$0	\$27,042
35	5307 FY Application	Transit	Kelly Bair	\$969,118	\$969,118	=	\$969,118	+ \$0	+ \$0	\$0
36	5307 FY Application	Transit	Kelly Bair	\$1,325,546	\$1,012,408	=	\$1,005,607	+ \$6,801	+ \$0	\$313,138
37	5307 Operating and Capital	Transit	Kelly Bair	\$1,869,577	\$316,550	=	\$303,667	+ \$2,258	+ \$0	\$1,553,027
38	CARES Act 5307 Funding	Transit	Kelly Bair	\$6,127,078	\$994,514	=	\$993,656	+ \$858	+ \$0	\$5,132,564
39	FY 2019 Urban Operating Assistance Program	Transit	Kelly Bair	\$266,900	\$266,900	=	\$266,900	+ \$0	+ \$0	\$0
40	FY 2020 Urban Operating Assistance Program	Transit	Kelly Bair	\$270,900	\$270,900	=	\$270,900	+ \$0	+ \$0	\$0
41	Governor's Highway Safety Office-Community Based Traffic Safety Enforcement and Education	Police	Joe LeCates	\$20,000	\$10,836	=	\$7,364	+ \$3,471	+ \$0	\$9,164
42	Water Reclamation Biosolids	Sewer	Michelle Hatcher	\$250,000	\$250,000	=	\$250,000	+ \$0	+ \$0	\$0
	TOTALS			\$73,885,405	\$29,989,910		\$27,172,762	\$1,176,478	\$651,206	\$43,914,694