



City of Franklin

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

Meeting Minutes

Budget & Finance Committee

Thursday, April 14, 2016

3:00 PM

Board Room

Approval of Minutes

Present: 3 - Alderman Ald. Clyde Barnhill, Ald. Pearl Bransford and Ald. Margaret Martin

Absent: 1 - Ald. Dana McLendon

1. [16-0347](#) Approval of Committee Minutes from March 10, 2016.

A motion was made by Bransford, seconded by Martin, that these Minutes be approved. The motion carried by a unanimous vote.
2. [16-0311](#) Acknowledge Receipt of Government Finance Officers Association (GFOA) Award for 25 Consecutive Years

Sponsors: Eric Stuckey and Mike Lowe

Attachments: [GFOA Certificate of Achievement](#)
[GFOA Award press release](#)
3. [16-0310](#) Budget Presentation - Conference Center Budget

Sponsors: Eric Stuckey and Russ Truell

Attachments: [Conference Center operating budget for FY17](#)
[Conference Center renovation budget for FY17](#)
4. [16-0349](#) Budget Presentation - Transit

Attachments: [FY 2017 Budget - Transit - B&F - 04142016](#)
[FY2017 Budget - 160 - Transit System](#)
5. [16-0270](#) Budget Presentation - Human Resources

Sponsors: Eric Stuckey and Shirley Harmon

Attachments: [FY 2017 Budget - Human Resources - B&F - 04142016](#)
[FY2017 Budget - 41650 - Human Resources](#)

6. [16-0193](#) Budget Presentation - Planning & Sustainability Department

Sponsors: Eric Stuckey

Attachments: [FY 2017 Budget - Planning & Sustainability - B&F - 04142016](#)
[FY2017 Budget - 41700 - Planning Sustainability](#)
[FY 2017 - Planning - PER Summary](#)

7. [16-0302](#) Budget Presentation - Project & Facilities Management

Sponsors: Eric Stuckey and Brad Wilson

Attachments: [FY 2017 Budget - Project & Facilities - B&F - 04142016](#)
[FY2017 Budget - 41320 - Project & Facilities Management](#)
[FY 2017 - PFM - PER Summary](#)

8. [16-0269](#) Budget Presentation - Information Technology Department

Sponsors: Eric Stuckey and Fred Banner

Attachments: [FY 2017 - Information Technology - B&F - 04142016](#)
[FY2017 Budget - 41350 - Information Technology](#)
[FY 2017 - IT - PER Summary](#)

9. [16-0268](#) Budget Presentation - Revenue Management & City Court

Sponsors: Eric Stuckey and Lawrence Sullivan

Attachments: [FY 2017 Budget - Revenue Management - B&F - 04142016](#)
[FY2017 Budget - 41310 - Revenue Management](#)
[FY 2017 Budget - City Court - B&F - 04142016](#)
[FY2017 Budget - 41200 - City Court](#)

10. [16-0272](#) Budget Presentation - Elected Officials

Sponsors: Eric Stuckey

Attachments: [FY 2017 - Elected Officials - B&F - 04142016](#)
[FY2017 Budget - 41110 - Elected Officials](#)

11. [16-0267](#) Budget Presentation - Administration
Sponsors: Eric Stuckey
Attachments: [FY 2017 Budget - Administration - B&F - 04142016](#)
[FY2017 Budget - 41300 - Administration](#)
[FY 2017 - Administration - PER Summary](#)
12. [16-0301](#) Budget Presentation - Communications
Sponsors: Eric Stuckey and Milissa Reiersen
Attachments: [FY 2017 Budget - Communications - B&F - 04142016](#)
[FY2017 Budget - 41330 - Communications](#)
[FY 2017 - Communications - PER Summary](#)
13. [16-0271](#) Budget Presentation - Law Department
Sponsors: Eric Stuckey and Shauna Billingsley
Attachments: [FY 2017 - Law - B&F - 04142016](#)
[FY2017 Budget - 41400 - Law](#)
14. [16-0303](#) Budget Presentation - Appropriations to Non-Profit Organizations & Government Agencies
Sponsors: Eric Stuckey, Russ Truell and Vernon Gerth
Attachments: [FY 2017 Budget - Appropriations - B&F - 04142016](#)
[FY2017 Budget - 45920 - Appropriations - Final](#)
[P91X Additional Request & Options - FY 2017](#)
15. [16-0305](#) Budget Presentation - Water Management
Sponsors: Eric Stuckey and Mark Hilty
Attachments: [FY 2017 Budget - Water&Sewer - B&F - 04142016](#)
[FY2017 Budget - Fund 400 - WaterSewer](#)
[FY 2017 - PER Summary - Water & Sewer](#)
16. [16-0304](#) Budget Presentation - General Expense
Sponsors: Eric Stuckey, Russ Truell and Michael Walters Young
Attachments: [FY 2017 - General Expenses - B&F - 04142016](#)
[FY2017 Budget - 45900 - General Expenses](#)

17. [16-0307](#) Budget Presentation - Interfund Transfers
Sponsors: Eric Stuckey and Mike Lowe
Attachments: [FY 2017 - Transfers - B&F - 04142016](#)
18. [16-0339](#) Budget Presentation - Facilities Tax Fund
Sponsors: Eric Stuckey and Michael Walters Young
Attachments: [FY 2017 - Facilities Tax - B&F - 04142016](#)
[FY2017 Budget - Facilities Tax](#)
19. [16-0338](#) Budget Presentation - Parkland Dedication Fund
Sponsors: Eric Stuckey and Michael Walters Young
Attachments: [FY 2017 - In Lieu of Parkland Fund - B&F - 04142016](#)
[FY2017 Budget - 155 - In Lieu of Parkland Fund - Final](#)
20. [16-0306](#) Budget Presentation - Debt Service
Sponsors: Eric Stuckey and Mike Lowe
Attachments: [FY 2017 - Debt Service Fund - B&F - 04142016](#)
[FY2017 Budget - 210 - Debt Service Fund](#)
21. [16-0171](#) DRAFT Consideration of Resolution 2016-18, a Resolution adopting the City's Internal Controls Documentation as Required by State
Sponsors: Eric Stuckey and Mike Lowe
Attachments: [DRAFTResolution 2016-18 - Adoption of Internal Controls](#)
[DRAFTCity of Franklin Internal Control Documentation](#)

A motion was made by Bransford, seconded by Martin, that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 4/26/2016. The motion carried by a unanimous vote.
22. [16-0335](#) Consideration of Contract 2016-0092, an Agreement with Acuff and Associates for Retirement Plan Administration
Sponsors: Eric Stuckey and Russ Truell
Attachments: Retirement Plan Administration Agreement 2016_0092

A motion was made by Martin, seconded by Bransford, that this Contract/Agreement be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 4/26/2016. The motion carried by a unanimous vote.

23. **16-0337** Consideration of Contract 2016-0093, an Agreement with Acuff & Associates for Actuarial Services related to the City of Franklin Employees Pension Plan

Sponsors: Eric Stuckey and Mike Lowe

Attachments: Retirement Plan Actuarial Services Agreement 2016_0093

A motion was made by Martin, seconded by Bransford, that this Contract/Agreement be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 4/26/2016. The motion carried by a unanimous vote.

24. [16-0177](#) Monthly Reports for April

Sponsors: Russ Truell and Eric Stuckey

Attachments: [Local sales tax chart - January 2016 sales](#)
[Local sales tax report - January 2016 sales](#)
[Construction Activities Report - Feb 2016](#)
[Fuel Hedging Report - February 2016](#)
[Conference Center Report - February 2016](#)
[Investment Report - February 2016](#)
[Property Tax Monthly AR Report 2015 Master - Feb 2016](#)
[Transit Report - February 2016](#)

Other Business

Adjournment

ANYONE REQUESTING ACCOMMODATIONS DUE TO DISABILITIES SHOULD CONTACT A.D.A. COORDINATOR, AT 791-3277 AT LEAST 10 DAYS PRIOR TO THE MEETING, IF POSSIBLE.