



City of Franklin

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

Meeting Minutes

Budget & Finance Committee

Thursday, June 14, 2018

2:00 PM

Board Room

Call To Order

1. [18-0588](#) Approval of Minutes from May 10, 2018 Committee Meeting

A motion was made by Speedy, seconded by Bransford, that this Minutes be approved. The motion carried by a unanimous vote.

2. [18-0581](#) DRAFT Consideration Of Resolution No. 2018-26, A Resolution To Amend City Of Franklin Human Resources Manual To Revise Requirements And Definitions Pertaining To Payroll (05/10/18 Finance).

Sponsors: Eric Stuckey, Kristine Tallent, Kevin Townsel and Mike Lowe

Attachments: [PRESENTATION HR Manual for Payroll - 2018](#)
[DRAFT Resolution 2018-26 \(HR Manual for Payroll\)](#)

A motion was made by Bransford, seconded by Speedy, that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 6/26/2018. The motion carried by a unanimous vote.

3. [18-0580](#) DRAFT Consideration Of Resolution No. 2018-51, A Resolution To Amend City Of Franklin Travel And Expense Policy To Update Travel Requirements And Definitions (05/10/18 Finance).

Sponsors: Eric Stuckey, Kristine Tallent and Mike Lowe

Attachments: [DRAFT Resolution 2018-51 \(Travel and Expense Policy\)](#)
[DRAFT City of Franklin Travel and Expense Policy-2018](#)
[PRESENTATION Travel Policy Update-2018](#)

A motion was made by Bransford, seconded by Speedy, that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 6/26/2018. The motion carried by a unanimous vote.

4. [18-0579](#) DRAFT Consideration Of Resolution No. 2018-39, A Resolution To Amend City Of Franklin Disbursements Policy To Update Requirements And Definitions (05/10/18 Finance).

Sponsors: Eric Stuckey, Kristine Tallent and Mike Lowe

Attachments: [PRESENTATION Disbursements Policy Update-2018](#)
[DRAFT Resolution 2018-39 \(Disbursements Policy\)](#)
[DRAFT City of Franklin Disbursements Policy-2018](#)

A motion was made by Bransford, seconded by Speedy, that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 6/26/2018. The motion carried by a unanimous vote.

5. [18-0560](#) Consideration Of Resolution No. 2018-24, A Resolution Adopting A Revised Purchasing Policy For City Of Franklin Procurements Not Pertaining To New Construction.

Sponsors: Brian Wilcox

Attachments: [Res. No. 2018-24 for Purchasing Policy with Exhibit A.Law Approved](#)
[Exhibit A to Res. No. 2018-24 for Purchasing Policy 2018.05.23 redlined](#)

A motion was made by Bransford, seconded by Speedy, that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 6/26/2018. The motion carried by a unanimous vote.

6. [18-0582](#) DRAFT Consideration of Resolution No. 2018-52, A Resolution To Amend City Of Franklin Internal Control Documentation.

Sponsors: Eric Stuckey, Kristine Tallent, Brian Wilcox, Lawrence Sullivan and Mike Lowe

Attachments: [DRAFT Resolution 2018-52 \(Internal Control Documentation\)](#)
[DRAFT City of Franklin Internal Control Documentation-2018](#)
[PRESENTATION Internal Control Documentation Update-2018](#)

A motion was made by Bransford, seconded by Speedy, that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 6/26/2018. The motion carried by a unanimous vote.

7. [18-0585](#) Financial Report - 3rd Quarter FY 2018

Sponsors: Mike Lowe

Attachments: [City of Franklin - 3rd Quarter Report 2018](#)

This Report was acknowledged

8. [18-0586](#) Monthly Reports for June 2018

Sponsors: Eric Stuckey, Kristine Tallent and Mike Lowe

Attachments: [Monthly Reports-June 2018](#)

This Report was acknowledged

Other Business

Adjournment

This matter was acknowledged

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.