



## Legislation Text

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**File #:** 19-0448, **Version:** 1

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**DATE:** May 9, 2019

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
Kristine Tallent, Assistant City Administrator  
Mike Lowe, Comptroller

**SUBJECT:**  
Preview of Payroll Policy

**Purpose**

The purpose of this memo is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning recommended separation of payroll policy from the City's Human Resources Manual.

**Background**

The Finance Department maintains a list of the City's financial policies on the City's website. Each year, we review these policies to ensure they are current. Whereas payroll policy has been part of the Human Resources Manual, we are proposing a standalone policy based on current best practices.

This is a brief preview of the policy update. Then, in June, we would like to go through the proposed policy for your review. The proposal in June will be a resolution including the policy.

**Financial Impact**

The primary financial impact is to ensure consistent payroll guidance for employees on behalf of the City.

**Recommendation**

Staff recommends no action from this preview.