

Executive Summary

ORDINANCE 2025-_____

AN ORDINANCE AMENDING THE FISCAL YEAR 2025/2026 BUDGET ORDINANCE 2025-35 TO TRANSFER PERSONNEL FUNDS FROM THE POLICE DEPARTMENT TO THE EXECUTIVE DEPARTMENT

The Executive Department will be hiring a new Deputy City Manager due to an upcoming retirement. To prepare for this transition the Department recently compared the salary ranges of Deputy City Managers and City Managers across cities of comparable size. The following cities and pay rates were used for comparison.

City	City Manager	Deputy City Manager
Mt. Juliet	\$87.20	---
Goodlettsville	\$116.30	\$91.08
LaVergne	\$106.02	\$94.62
Brentwood	\$132.46	\$121.49
Smyrna	\$114.04	\$112.01
Spring Hill	\$121.90	\$97.17
Franklin	\$127.22	\$120.98
White House	\$86.01	\$79.64
Nolensville	\$97.95	\$87.46
Average w/o MJ	\$112.74	\$100.56

The current salary range for the City Manager position was found to be 29.3% below the average. The Executive Department requests to increase the City Manager pay by 8.9%, from \$87.20 to \$95.00. This will require a contract amendment which will be included on second reading.

Currently the Deputy City Manager position is combined with the City Recorder. This adjustment will create a pay scale for the new position of Deputy City Manager. The average salary for a Deputy City Manager in Middle TN is \$100.56. The Executive Department is recommending a pay rate for the newly created Deputy City Manager position at \$82.00.

The estimated additional funding needed for all personnel costs including salary, taxes, retirement etc. is \$69,000 for the current fiscal year. This is broken down by an additional \$58,000 for the Deputy City Manager position and \$11,000 for the City Manager position. In reviewing the budget, it was noted that the Police Department has vacant positions that have not yet been filled and therefore have unspent personnel funds that can be used for this adjustment. The Executive Department, in agreement with the Police Department, is requesting to have \$69,000 in personnel costs transferred from the Police Department's personnel budget 110-42100 to the City Manager's personnel budget 110-41320. No additional funds will need to be appropriated.