



City of Franklin, Tennessee

FY 2021 Operating Budget

Administration

Eric S. Stuckey, City Administrator

Budget Summary

	2018 Actual	2019 Actual	2020		2021 Budget	2020 v. 2021	
			Budget	EOY		\$	%
Personnel	1,057,174	1,131,496	1,276,598	1,240,237	1,359,835	83,237	6.5%
Operations	7,036	-88,068	-44,305	7,107	-6,450	37,856	-85.4%
Capital	0	0	0	0	0	0	0.0%
Total	1,064,210	1,043,428	1,232,293	1,247,344	1,353,385	121,091	9.8%

Departmental Summary

The Administration Office handles the general administration of the City and executes the policies and objectives of the Board of Mayor and Aldermen.

The Board of Mayor and Aldermen’s meeting agendas are currently available on the City’s website via an agenda software management program. In FY 2020, a new agenda program, Civic Clerk will be implemented. Upon completion of training this spring, this web based program will replace the Granicus program currently in place. Board members, staff, and citizens are able to access current and past meeting agendas, supporting documents, videos of meetings, and minutes through the software’s online interaction application. Agendas remain on the City’s website after the meeting, and the video clip is linked to the respective item on the agenda.

The Administration Department continues to codify the Municipal Code on the City’s website. It is updated on a constant basis through MuniCode, our contracted codifier of the code. Besides the value of making this information available to citizens 24/7, it is current and also minimizes the use and cost of paper products.

In accordance with the City’s Records Retention Policy, the Administration Department continues to purge and destroy those files, records, and documents exceeding the recommended retention period. “Shred days” continue for all departments; once in the spring and again in the fall. This continuing practice has eliminated a number of file cabinets, thereby saving departments valuable storage space.



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FY 2021 Outlook

The Administration Department will continue to process the Board's agendas using an agenda management system, converting from iLegislate/Granicus to Civic Plus. This will include a technology change, moving from the use of the Apple iPad to the Microsoft Surface tablet. Staff believes this will be a better product with additional software for the tablet user which includes Microsoft Office 365 products including Word, Excel, Outlook, and PowerPoint.

The preservation of historical records will also continue. Working with Facilities Maintenance, we continue to look at options for permanent, long term storage options. The City maintains historical record books dating back to the mid 1800's. Staff is researching a more secure, safekeeping retention method such as professional scanning and storage of these records.

The City implemented a public records policy effective July 1, 2017, in accordance with State requirement. Staff has implemented a software program (JustFOIA) to process these requests for public records. We are now able to process these requests for records more efficiently and expediently while maintaining the integrity of the records with the new software.

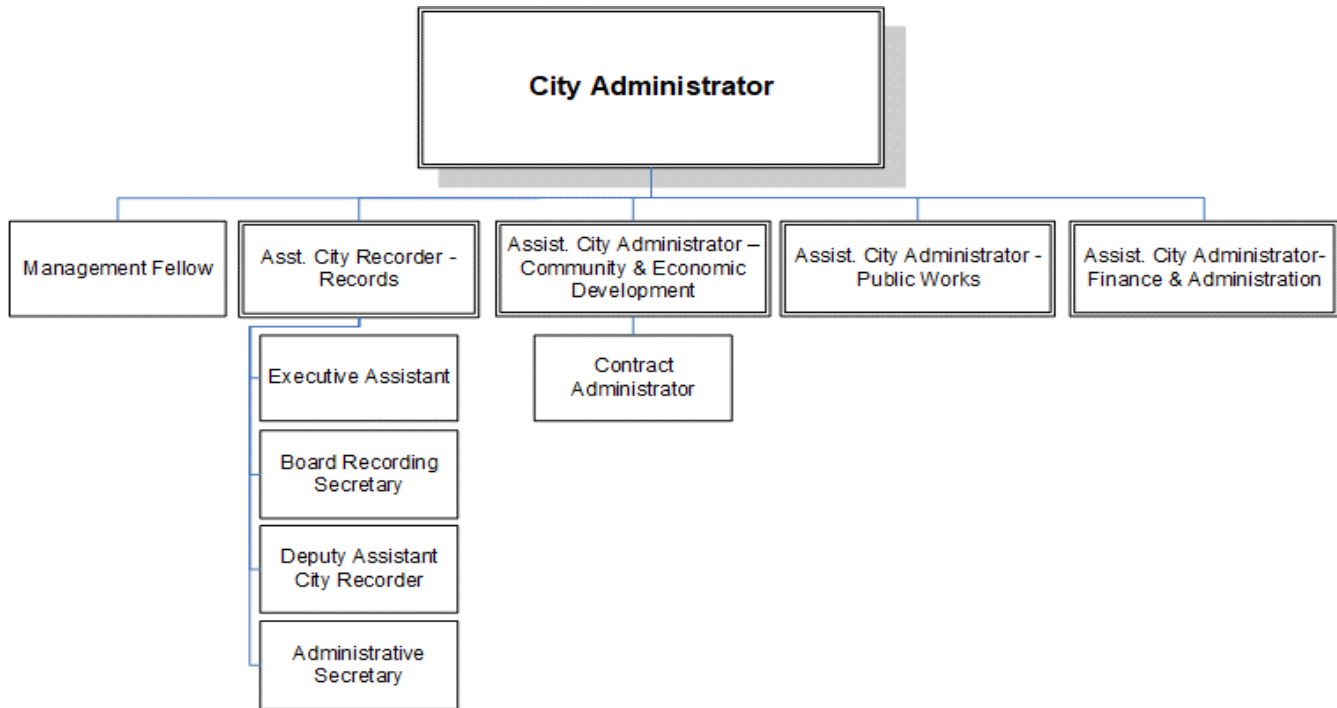
In FY2021, we will bring before the Board an update to the Records Retention policy suggested by MTAS (Municipal Technical Advisory Service). Our current Records Retention policy was approved in 2005. We will also continue our sustainability efforts by researching 'better practices' for city-wide document storage.



City of Franklin, Tennessee

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Organizational Chart



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

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
City Administrator	Grade P	1	0	1	0	1	0	1	0	1	0
Asst. City Admin-Community Development	Grade N	0	0	1	0	1	0	1	0	1	0
Asst. City Admin-Finance/Admin	Grade N	0	0	1	0	1	0	1	0	1	0
Asst. City Admin-Public Works	Grade N	1	0	1	0	1	0	1	0	1	0
Contract Administrator	Grade H	0	0	0	0	0	0	1	0	1	0
Asst City Recorder - Admin	Grade G	1	0	1	0	1	0	1	0	1	0
Management Fellow	Grade E	0	1	0	1	1	0	1	0	1	0
Executive Assistant	Grade E	1	0	1	0	1	0	1	0	1	0
Deputy Assistant City Recorder	Grade E	0	0	0	0	0	0	1	0	1	0
Administrative Assistant	Grade D	0	0	1	0	1	0	0	0	0	0
Recording Secretary to BOMA	Grade C	1	0	1	0	1	0	1	0	1	0
Administrative Secretary	Grade B	1	1	1	0	1	0	1	0	1	0
TOTALS		6	2	9	1	10	0	11	0	11	0



City of Franklin, Tennessee

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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 : Objectives for Developing a Strategic Plan

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

The citizens of Franklin will be benefactors of City services that reflect efficiency while preserving the personal touch and engagement they have come to expect in our community.

Franklin will develop a quality level of service expectation for its citizens.

Goal: have 90% citizen satisfaction rated excellent/good for services as reported by community survey.

Baseline: Data to be collected in next community survey.

Related Theme: Quality Life Experiences

Preserving dynamic, diverse, engaged neighborhoods: Franklin will be a place that offers a high quality of life for all citizens who choose to live and work here.

Citizens will recognize and celebrate the unique sense of community and cultural diversity that is Franklin.

Goal: To have 90% or better of citizens who consider Franklin's quality of life to be excellent/good.

Baseline: 94% of citizens responding to community survey considered the overall quality of life to be excellent/good.

(Source: 2012 Community Survey by ASI for Franklin Tomorrow)

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 2013 Housing Analysis

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

Creating desirable life experienced: 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 100 Best Places to live in the United States

Baseline: ranked 6th (CNN Money Magazine, 2018)

Goal: to increase percentage of citizens positively ranking the overall economic health of Franklin.

Baseline: 90% of citizens ranking the overall economic health of Franklin as either excellent or good (Franklin Citizen's Survey).

Related Theme: Sustainable Growth & Economic Prosperity

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

Goal: To have 80% or better of citizens reporting satisfaction with the managed growth of the community.

Baseline: Citizen Perception reported through community survey.



City of Franklin, Tennessee

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Performance Measures

Key:	
Strategic Plan: FranklinForward	
Franklin Citizens Survey	

Workload (Output) Measures

	2017	2018	2019	2020*	2021*
Number of Agenda Packets reviewed	46	49	50	45	45
Number of Sets of Minutes Produced	46	49	50	45	45
Number of documents scanned into OnBase:					
Resolutions	82	70	125	100	100
Ordinances	52	51	56	50	50
Sets of Minutes	44	45	56	50	50

Efficiency Measures

	2017	2018	2019	2020*	2021*
Distribute Agenda Packets to Board of Mayor and Aldermen on Thursday prior to the meeting date.					
Percentage of time target met	90%	90%	95%	90%	90%

Outcome (Effectiveness) Measures

	2017	2018	2019	2020*	2021*
Franklin Baseline: 90% or better of citizens who consider Franklin's quality of life to be excellent/good.					
Overall quality of life to be excellent/good	97%	97%	97%	97%	97%
Target	90%	90%	90%	90%	90%
Meets Target?	Yes	Yes	Yes	Yes	Yes
Franklin will seek to improve housing diversity as identified through the 2013 Housing Analysis.					
Target	TBD	TBD	TBD	TBD	TBD
Meets Target?	TBD	TBD	TBD	TBD	TBD
Improve ranking as one of the 100 Best Places to live in the United States.					
Franklin Ranking	4	6	6	TBD	TBD
Target (Baseline 6 in 2018, Money Magazine)	42	4	6	6	6
Meets Target?	Yes	No	Yes	TBD	TBD
90% or better of citizens ranking the overall economic health of Franklin as positive					
Franklin Ranking	94%	94%	91%	91%	91%
Target (from Citizens Survey)	90%	90%	90%	90%	90%
Meets Target?	Yes	Yes	Yes	Yes	Yes




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Performance Measures

Outcome (Effectiveness) Measures continued

	2017	2018	2019	2020*	2021*
 80% or better of citizens reporting satisfaction with the managed growth of the community.					
Satisfaction response rate	84%	84%	80%	80%	80%
Target (from Citizens Survey)	80%	80%	80%	80%	80%
Meets Target?	Yes	Yes	Yes	Yes	Yes

Franklin Citizens Survey

	2016 Citizens Survey		2019 Citizens Survey	
	Excellent/ Good	Fair/Poor	Excellent/ Good	Fair/Poor
<input checked="" type="checkbox"/> % rating Franklin as a place to raise children	97%	3%	97%	3%
<input checked="" type="checkbox"/> % rating Franklin as a place to work	91%	9%	92%	8%
<input checked="" type="checkbox"/> % rating Franklin as a place to visit	92%	8%	94%	6%
<input checked="" type="checkbox"/> % rating Franklin as a place to retire	85%	15%	84%	16%
<input checked="" type="checkbox"/> % rating the overall quality of life in Franklin	97%	3%	97%	3%
<input checked="" type="checkbox"/> % rating Overall customer service by Franklin employees	90%	10%	91%	9%
<input checked="" type="checkbox"/> % rating the quality of services provided by the City of Franklin	93%	7%	93%	7%



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Budget

	Actual 2018	Actual 2019	Budget 2020	EOY 2020	Budget 2021	Difference	
						\$	%
Personnel							
Salaries & Wages	844,394	895,311	1,007,341	984,176	1,037,343	30,002	3.0%
Employee Benefits	212,780	236,185	269,257	256,061	322,492	53,235	19.8%
Total Personnel	1,057,174	1,131,496	1,276,598	1,240,237	1,359,835	83,237	6.5%
Operations							
Transportation Services	192	135	970	970	970	-	0.0%
Operating Services	14,273	13,724	20,900	19,976	24,650	3,750	17.9%
Notices, Subscriptions, etc.	20,486	22,092	24,370	24,924	26,585	2,215	9.1%
Utilities	15,531	13,753	16,625	16,625	16,675	50	0.3%
Contractual Services	16,560	310	9,800	9,800	20,300	10,500	107.1%
Repair & Maintenance Services	7,255	7,365	7,350	7,350	7,600	250	3.4%
Employee programs	8,205	4,022	26,400	26,400	26,500	100	0.4%
Professional Development/Travel	24,957	22,229	28,660	44,120	52,840	24,180	84.4%
Office Supplies	15,174	23,153	16,650	16,650	18,050	1,400	8.4%
Operating Supplies	621	637	3,010	3,010	3,335	325	10.8%
Fuel & Mileage	447	224	700	700	750	50	7.1%
Machinery & Equipment (<\$25,000)	29,249	33,154	47,930	83,959	47,599	(331)	-0.7%
Repair & Maintenance Supplies	-	696	180	475	180	-	0.0%
Property & Liability Costs	9,535	13,013	11,728	11,726	12,312	585	5.0%
Permits	-	-	1,320	1,320	1,320	-	0.0%
Other Business Expenses	-	(745)	-	-	-	-	0.0%
Interfund Reimbursements	(155,449)	(241,830)	(260,898)	(260,898)	(266,116)	(5,218)	2.0%
Total Operations	7,036	(88,068)	(44,305)	7,107	(6,450)	37,856	-85.4%
Capital	-	-	-	-	-	-	0.0%
Total Administration	1,064,210	1,043,428	1,232,294	1,247,344	1,353,385	121,090	9.8%

Account	Label	Actual 2018	Actual 2019	Budget 2020	YTD 2020 1/31/2020	Estd 2020	Budget 2021	Forecast 2022	Forecast 2023
	Personnel								
81110	REGULAR PAY	830,117	877,160	1,031,356	566,139	972,936	1,063,050	1,116,203	1,172,013
81120	OVERTIME PAY	9,545	9,254	7,000	7,560	6,869	7,500	8,000	8,000
81150	TEMPORARY WORK BY NON-CITY EMPLOYEES	4,732	8,897	4,000	4,371	4,371	4,000	4,000	4,000
81199	VACANCY ADJUSTMENT			(35,015)			(37,207)	(39,067)	(41,020)
=	XWAGE TOTAL WAGES	844,394	895,311	1,007,341	578,070	984,176	1,037,343	1,089,136	1,142,993
=	81410 FICA (EMPLOYER'S SHARE)	59,607	60,992	66,177	36,931	74,430	69,246	85,389	89,659
=	81420 MEDICAL PREMIUMS	112,092	112,041	140,037	65,766	93,952	157,827	173,610	190,971
=	81425 VISION PREMIUMS		710	712	472	650	6,271	6,898	7,588
=	81430 GROUP INSURANCE PREMIUMS	7,606	8,215	12,620	5,277	8,792	11,891	12,486	13,110
=	81440 EMPLOYEE INSURANCE CONTRIBUTIONS	(23,609)	(23,350)	(29,622)	(13,355)	(24,650)	(34,312)	(37,743)	(41,518)
!	81450 RETIREMENT CONTRIBUTIONS	27,950	44,164	48,580	30,138	57,250	62,974	69,272	76,199
	81455 DEFERRED COMP MATCH	18,533	21,196	20,732	7,962	13,840	14,620	15,351	16,119
	81456 TCPS CONTRIBUTIONS (CITY)				8,920	19,576	21,533	22,610	23,740
	81470 WORKERS COMPENSATION PREMIUMS	138	217	421	222	222	442	464	487
	81482 CAR ALLOWANCE	10,463	12,000	9,600	6,923	12,000	12,000	12,000	12,000
=	XBEN TOTAL BENEFITS	212,780	236,185	269,258	149,256	256,062	322,491	360,337	388,355
=	XPER TOTAL PERSONNEL	1,057,174	1,131,496	1,276,599	727,326	1,240,238	1,359,835	1,449,473	1,531,348
	Operations								
	82110 MAILING & OUTBOUND SHIPPING SERVICES	174	117	650	80	650	650	650	650
!	82120 FREIGHT FOR INBOUND PURCHASED ITEMS			300		300	300	300	300
	82130 VEHICLE LICENSES & TITLES	18	18	20		20	20	20	20
=	XTRC TOTAL TRANSPORTATION CHARGES	192	135	970	80	970	970	970	970
	82210 PRINTING & COPYING SERVICES, OUTSOURCED			2,000		2,000	2,000	2,000	2,000
!+	82230 ARCHIVING/RECORDS MANAGEMENT SERVICES	13,460	13,348	16,000	10,680	15,000	19,750	22,250	22,000
!	1 Holding	13,460	13,348	1,000	10,680		1,000	1,000	
	2 Additional supplement to Municode published 4/2011 approximately \$6,000								
	3 Archiving - Municode updates			10,000		10,000	11,250	11,250	12,000
!	4 Archiving - digitize historical minutes books			5,000		5,000	7,500	10,000	10,000
	* Amount missing from detail								
	82240 TRANSCRIPTION FEES			2,000		2,000	2,000	2,000	2,000
	82250 TESTING & PHYSICALS	494	220	900	383	900	900	900	900
!	82260 UNIFORM RENTAL & SERVICES	319	69						
+	82299 OTHER OPERATING SERVICES		87		76	76			
	1 Amazon Prime for Administration		87		76	76			
	* Amount missing from detail								
=	XOPSV TOTAL OPERATING SERVICES	14,273	13,724	20,900	11,139	19,976	24,650	27,150	26,900
!+	82310 LEGAL NOTICES	114	2,034	200		200	200	200	200
	1 various	114	2,034	200		200	200	200	200
	2 Legal notices are to be charged to 41100, Elected officials								
	* Amount missing from detail								
!	82330 CITIZENS ACADEMIES				400	400			
	82340 LEADERSHIP RETREATS			550		550	550	550	550
!+	82350 DUES FOR MEMBERSHIPS	17,500	18,753	21,370	26,667	21,495	23,585	24,160	24,260

Account	Label	Actual 2018	Actual 2019	Budget 2020	YTD 2020 1/31/2020	Estd 2020	Budget 2021	Forecast 2022	Forecast 2023
01	Various	17,500	18,753	675	26,667	800	800	900	900
02	Eric's TCMA			400		400	400	400	400
03	Eric's ICMA			1,305		1,305	1,305	1,305	1,305
04	Lanaii's TAMCAR			35		35	35	35	35
05	Lanaii's IIMC			210		210	210	210	210
06	Lanaii's ARMA			175		175	175	175	175
07	ICMA Performance Measurement Service			1,625		1,625	1,625	1,625	1,625
08	Angie Johnson's TAMCAR			35		35	35	35	35
09	Angie Johnson's IIMC			100		100	100	100	100
10	Vernon's TCMA			400		400	400	400	400
11	Kristine's TCMA			400		400	400	400	400
12	Mark's TCMA			400		400	400	400	400
13	RTA Annual Dues			7,100		7,100	7,200	7,300	7,400
14	NLC Dues			5,500		5,500	5,750	6,000	6,000
15	Vernon's ICMA			1,060		1,060	1,100	1,150	1,150
16	Kristine's ICMA			975		975	1,000	1,025	1,025
17	Mark's ICMA			975		975	1,000	1,025	1,025
19	Mark's APWA Membership						250	250	250
20	Management Fellow- TCMA						400	400	400
21	Management Fellow - ICMA						1,000	1,025	1,025
*	Amount missing from detail								
+ 82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	714	713	1,500		1,500	1,500	1,500	1,500
! 1	Various	714	713	1,500		1,500	1,500	1,500	1,500
3	BMI Music licensing for 2014								
*	Amount missing from detail								
! 82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)				29	29			
! 82373	RECRUITMENT								
82390	PUBLICATIONS, NON-TRAINING	2,158	592	750	78	750	750	800	800
= XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLIQUITY	20,486	22,092	24,370	27,174	24,924	26,585	27,210	27,310
82410	ELECTRIC SERVICE	1,742		725		725	750	800	800
82450	TELEPHONE SERVICE	4,982	4,632	6,500	1,856	6,500	6,525	6,750	6,750
82451	800 MHZ ACCESS LINE SERVICE	159	148	150	2	150	150	150	150
! 82455	CELLULAR TELEPHONE SERVICE	5,406	4,545	5,250	1,423	5,250	5,250	5,750	5,750
82470	INTERNET & RELATED SERVICES	3,242	4,428	4,000	2,375	4,000	4,000	4,000	4,000
= XUTIL	TOTAL UTILITIES	15,531	13,753	16,625	5,656	16,625	16,675	17,450	17,450
! 82510	COMPUTER SERVICES	16,560	310	1,000	505	1,000	1,500	1,500	2,000
+ 82560	CONSULTANT SERVICES			5,550	500	5,550	15,550	15,550	15,550
1	Various			5,550	500	5,550	5,550	5,550	5,550
4	Public Arts Commission - Public Projects						10,000	10,000	10,000
*	Amount missing from detail								
82599	OTHER CONTRACTUAL SERVICES			3,250		3,250	3,250	3,250	3,250
= XCTS	TOTAL CONTRACTUAL SERVICES	16,560	310	9,800	1,005	9,800	20,300	20,300	20,800
82610	VEHICLE REPAIR & MAINTENANCE SERVICES	858	3,526	3,000	136	3,000	3,000	3,000	3,000
82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	3,865	3,839	3,250	1,066	3,250	3,500	3,500	3,500
82660	BUILDING REPAIR & MAINTENANCE SERVICES	2,532		1,100		1,100	1,100	1,100	1,100
= XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	7,255	7,365	7,350	1,202	7,350	7,600	7,600	7,600
+ 82750	EMPLOYEE RECOGNITION/RECEPTIONS	4,943	2,687	6,400		6,400	6,500	6,500	6,600
1	Various	4,943	2,687	600		600	600	600	600
2	Holiday Breakfast for COF Employees			5,800		5,800	5,900	5,900	6,000

	Account	Label	Actual 2018	Actual 2019	Budget 2020	YTD 2020 1/31/2020	Estd 2020	Budget 2021	Forecast 2022	Forecast 2023
	*	Amount missing from detail								
	82780	TRAINING, OUTSIDE	1,710	1,279	5,000		5,000	5,000	5,000	5,000
+	82790	TRAINING, IN-HOUSE	1,552	56	15,000		15,000	15,000	15,000	15,000
	1	Consultant TBD								
	2	Consultant TBD								
	3	various	1,552	56	15,000		15,000	15,000	15,000	15,000
	*	Amount missing from detail								
=	XEPG	TOTAL EMPLOYEE PROGRAMS	8,205	4,022	26,400		26,400	26,500	26,500	26,600
I+	82810	REGISTRATIONS	5,739	10,231	6,450	5,153	11,960	18,440	18,440	18,440
!	1	various	5,739	10,231	3,500	5,153	1,000	1,000	1,000	1,000
	10	Angie Johnson Summit conference for Civic Plus					600	600	600	600
	11	Mark's APWA PWX Conf Registration					1,500	1,500	1,500	1,500
	12	Mark's TCMA Spring Conference Registration					250	250	250	250
	13	Kristines TGFOA (2 annually)					350	350	350	350
	14	Kristine's TCMA (2 annually)					700	700	700	700
	15	Kristine's GFOA Annual Conference					600	600	600	600
	16	Kristine - 1 misc conference					200	200	200	200
	17	Vernon's Annual Registrations					2,600	2,600	2,600	2,600
	18	Management Fellow - TCMA						250	250	250
	19	Management Fellow - ICMA						330	330	330
	2	Eric ICMA			330		330	330	330	330
	20	Chamber Visits (Williamson Inc)						2,500	2,500	2,500
	21	David Diaz - annual registrations						2,000	2,000	2,000
	3	Eric TCMA			250		250	250	250	250
	4	Lanaii TAMCAR			320		320	320	320	320
	5	Lanaii IIMC			600		600	600	600	600
	6	TML Eric, Lanaii, Vicki, Angie, Vernon, Mark, Kristine, Mgmt Fellow			1,050		1,400	2,800	2,800	2,800
	7	Angie Johnson - IIMC			400		400	400	400	400
	8	Angie Johnson - TAMCAR					260	260	260	260
	9	Lanaii Summit conference for Civic Plus					600	600	600	600
	*	Amount missing from detail								
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,486	2,156	2,060	1,143	2,060	3,000	3,000	3,000
+	82830	AIR TRAVEL	9,121	66	7,700	3,503	11,350	10,350	10,350	10,350
!	1	various	9,121	66	5,000	3,503	5,000	1,000	1,000	1,000
	10	Kristine's air travel for GFOA annual conf					350	350	350	350
	11	Kristine's air travel for misc Conference					350	350	350	350
	12	Vernon's air travel					1,350	1,350	1,350	1,350
	13	Management Fellow						1,000	1,000	1,000
	14	David Diaz - annual						1,000	1,000	1,000
	2	Eric - ICMA			900		900	900	900	900
!	3	Lanaii - IIMC			900		900	900	900	900
	4	Leadership Retreat Travel								
	5	Angie - IIMC			900		900	900	900	900
	6	Angie - Summit for Civic Plus					400	900	900	900
	7	Lanaii - Summit for Civic Plus					400	900	900	900
	8	Mark's APWA PWX air travel					450	450	450	450
	9	Kristine's air travel for GFOA Debt Committee					350	350	350	350
	*	Amount missing from detail								
I+	82840	LODGING	7,376	8,571	10,450	4,486	16,750	15,850	16,600	16,900
!	1	various	7,376	8,571	5,500	4,486	5,500	1,500	1,500	1,500
	10	Kristine's GFOA Debt Committee					400	400	400	400
	11	Kristine's TGFOA Lodging					150	150	150	150

Account	Label	Actual 2018	Actual 2019	Budget 2020	YTD 2020 1/31/2020	Estd 2020	Budget 2021	Forecast 2022	Forecast 2023
12	Kristine's GFOA Annual Conference Lodging					1,000	1,200	1,200	1,200
13	Kristine's one misc conference					400	400	400	400
14	Vernon's Lodging					2,850	2,850	2,850	2,850
15	Management Fellow						2,000	2,000	2,000
16	David Diaz - annual						600	600	600
2	Eric - ICMA			1,500		1,500	1,500	1,750	1,750
3	Lanaii - IIMC			1,200		1,200	1,200	1,750	1,750
4	Eric - TML			350		350	350	350	350
5	Lanaii - TML			350		350	350	350	350
6	Vicki - TML			350		350	350	350	350
7	Angie Johnson - IIMC			1,200		1,200	1,500	1,750	1,750
8	Mark's APWA PWX Conf Lodging					1,200	1,200	1,200	1,200
9	Kristine's TCMA Annual Conference Lodging					300	300		300
*	Amount missing from detail								
82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	1,209	1,205	2,000	1,327	2,000	5,200	5,200	5,200
82890	OTHER TRAVEL EXPENSES	26							
=	XPDT TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	24,957	22,229	28,660	15,612	44,120	52,840	53,590	53,890
83110	OFFICE SUPPLIES	5,366	5,760	5,950	2,220	5,950	7,000	7,000	7,000
! 83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	635	330	1,000	148	1,000	1,000	1,000	1,000
83130	EMPLOYEE BENEVOLENCE ITEMS	346	283	300	199	300	300	300	300
83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	8,827	16,780	9,400	4,834	9,400	9,750	9,750	9,950
=	XOFS TOTAL OFFICE SUPPLIES	15,174	23,153	16,650	7,401	16,650	18,050	18,050	18,250
83210	TRAINING SUPPLIES			500	48	500	500	500	500
!+ 83240	MEDICAL SUPPLIES	227	126	250	112	250	250	250	250
1	Various	227	126	250	112	250	250	250	250
2									
*	Amount missing from detail								
83250	SAFETY SUPPLIES		100				225	225	225
! 83260	UNIFORMS PURCHASED	311	411	1,200	1,048	1,200	1,300	1,300	1,350
83290	SOLID WASTE CONTAINERS								
83299	OTHER OPERATING SUPPLIES	83		1,060		1,060	1,060	1,060	1,080
=	XOPS TOTAL OPERATING SUPPLIES	621	637	3,010	1,208	3,010	3,335	3,335	3,405
83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	233	224	400	57	400	450	500	500
83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	214		300		300	300	300	300
=	XFUEL TOTAL FUEL & MILEAGE	447	224	700	57	700	750	800	800
! 83510	FURNITURE, FIXTURES (<\$25,000)	1,800	2,277	6,000	3,006	6,000	7,500	7,500	7,500
+ 83530	MACHINERY & EQUIPMENT (<\$25,000)	8,168	1,891	12,300	1,298	12,300	1,300	1,300	1,300
2	Various	8,168	1,891	1,300	1,298	1,300	1,300	1,300	1,300
3	Photocopier (Color and B/W)			11,000		11,000			
*	Amount missing from detail								
+ 83540	COMPUTER HARDWARE (<\$25,000)	19,223	20,104	9,630	1,234	9,630	18,215		12,815
1	Various	19,223	20,104	2,000	1,234	2,000	2,000		
10	Admin Asst Desktop (Angela) Admin 39						1,200		
11	Vicki Parr / Boardroom Adminlap30						1,815		
12	Mark Hilty Adminlap28						2,000		
13	Lanaii / Agenda software mgmt laptop admin29 (Change to SP?)			2,000					
14	Mark Hilty Surface Pro Admintab02						2,000		
15	Vernon Gerth Laptop			1,815		1,815			
16	Vernon Gerth Surface Pro			2,000		2,000			

Account	Label	Actual 2018	Actual 2019	Budget 2020	YTD 2020 1/31/2020	Estd 2020	Budget 2021	Forecast 2022	Forecast 2023
17	Kristine Tallent Laptop			1,815		1,815			
18	Eric Stuckey Surface Pro						2,000		
19	Lanaii Benne Surface Pro						2,000		
2	Linda Fulwider Desktop Admin 35								1,815
20	Kristine Tallent Surface Pro						2,000		
21	Angie Johnson laptop								2,000
22	Angie Johnson Surface Pro					2,000			
23	David Diaz Surface Pro						2,000		
3	Vicki Parr Desktop Admin 33								1,500
4	Lanaii Benne Admin lap26								2,000
!	Admin boardroom (Large conference room) Adminlap37????????								2,000
6	Angela Jackson Admin32 desktop (Volunteer laptop?)								1,500
7	Eric Stuckey Adminlap24								2,000
8	Encoder for agenda software use with Channel 10						1,200		
9	ipad upgrades								
*	Amount missing from detail								
+	83550 COMPUTER SOFTWARE (<\$25,000)	58	8,882	20,000	40,613	56,029	20,584	20,584	18,860
1	Agenda Management Software annual fee for monthly maintenance (Granicus)	58	8,882	20,000	15,000	33,170			
2	Civic Plus agenda management software				20,613	15,584	15,584	15,584	13,860
3	JustFOIA (MCCI) Records Request processing software				5,000	7,275	5,000	5,000	5,000
*	Amount missing from detail								
=	XMEU TOTAL MACHINERY & EQUIPMENT (<\$25,000)	29,249	33,154	47,930	46,151	83,959	47,599	29,384	40,475
83620	EQUIPMENT PARTS & SUPPLIES		696	45		45	45	50	50
83643	SIGN SUPPLIES								
83660	BUILDING MAINTENANCE SUPPLIES			135	430	430	135	150	200
=	XRMS TOTAL REPAIR & MAINTENANCE SUPPLIES		696	180	430	475	180	200	250
85110	PROPERTY INSURANCE	5,878	8,271	6,700	6,567	6,567	6,895	7,240	7,602
85111	FRAUD INSURANCE	134	745	782					
85112	INLAND MARINE INSURANCE	245	209	219	238	238	250	262	276
85113	AUTO PHYSICAL DAMAGE	47	47	49	44	44	46	49	51
85115	LIABILITY INSURANCE	525	801	841	1,832	1,832	1,924	2,020	2,121
85116	E&O LIABILITY INSURANCE	1,137	1,753	1,841	1,956	1,956	2,054	2,156	2,264
85117	VEHICLE LIABILITY INSURANCE	1,061	499	524	267	267	280	294	309
85119	UMBRELLA LIABILITY	441	688	722	822			906	952
85120	PROPERTY DAMAGE COSTS					822	863		
85127	VEHICLE LIABILITY CLAIMS/DEDUCTIBLES								
85140	SURETY/NOTARY BONDS	67		50					
=	XPLC TOTAL PROPERTY & LIABILITY COSTS	9,535	13,013	11,728	11,726	11,726	12,312	12,927	13,575
85320	STATE FEES			1,200		1,200	1,200	1,200	1,200
85325	FEDERAL FEES								
85340	RECORDING & FILING FEES			120		120	120	120	120
=	XPERM TOTAL PERMITS			1,320		1,320	1,320	1,320	1,320
85990	MISCELLANEOUS		(745)						
85991	MISCELLANEOUS-DONATIONS								
=	XOBE TOTAL OTHER BUSINESS EXPENSES		(745)						

	Account	Label	Actual 2018	Actual 2019	Budget 2020	YTD 2020 1/31/2020	Estd 2020	Budget 2021	Forecast 2022	Forecast 2023
	86600	LEASE/LOAN PRINCIPAL								
	86700	LEASE/LOAN INTEREST								
=	XDSV	TOTAL DEBT SERVICE								
	87510	REIMB OF INTERFUND SERVICES	(155,449)	(241,830)	(260,898)	(173,932)	(260,898)	(266,116)	(271,438)	(276,867)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(155,449)	(241,830)	(260,898)	(173,932)	(260,898)	(266,116)	(271,438)	(276,867)
=	XOP	TOTAL OPERATIONS	7,036	(88,068)	(44,305)	(45,091)	7,107	(6,450)	(24,652)	(17,272)
		Capital								
=	XTOT	TOTAL EXPENDITURES	1,064,210	1,043,428	1,232,294	682,235	1,247,345	1,353,385	1,424,821	1,514,076