City of Franklin, Tennessee
FY 2018 Operating Budget

Elected Officials

Dr. Ken Moore, Mayor

Budget Summary

	2015	2016	2017		2018	2017 v. 2018	
	Actual	Actual	Budget	Estimated	Budget	$	%
Personnel	231,342	245,071	259,925	230,150	243,738	-16,187	-6.2%
Operations	43,908	98,113	63,436	64,022	137,547	74,112	116.8%
Capital	0	0	0	0	0	-	0.0%
Total	**275,250**	**343,184**	**323,361**	**294,172**	**381,285**	**57,925**	**17.9%**

Departmental Summary

The City of Franklin is governed by its elected officials, the Board of Mayor and Aldermen. The Board is comprised of the Mayor and eight Aldermen. Four Aldermen are elected from the four political divisions of the City called wards; four are elected at-large. This governing board is responsible for deciding on the city's policies and procedures by passing Resolutions, Ordinances and the Municipal Code, all of which are implemented by the various City Departments.

FY 2018 Outlook

The City will hold a municipal election October 24, 2017 for the offices of Ward Aldermen. the following City election for the offices of Mayor and Aldermen at Large will be in October of 2019.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, the City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

Theme:

Elected Officials support all four themes of the Strategic Plan.

Key:		
	Strategic Plan: Franklin*Forward*	
	Sustainable Franklin	
	Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2014	2015	2016	2017*	2018*
	Number of Resolutions Passed	30	111	75	100	100
	Number of Ordinances Passed	55	36	59	30	30
	Meetings Held					
	- Work Sessions	22	22	22	20	20
	- Regular Meetings	11	12	12	12	12
	- Special Meetings	11	10	14	10	10

Efficiency Measures

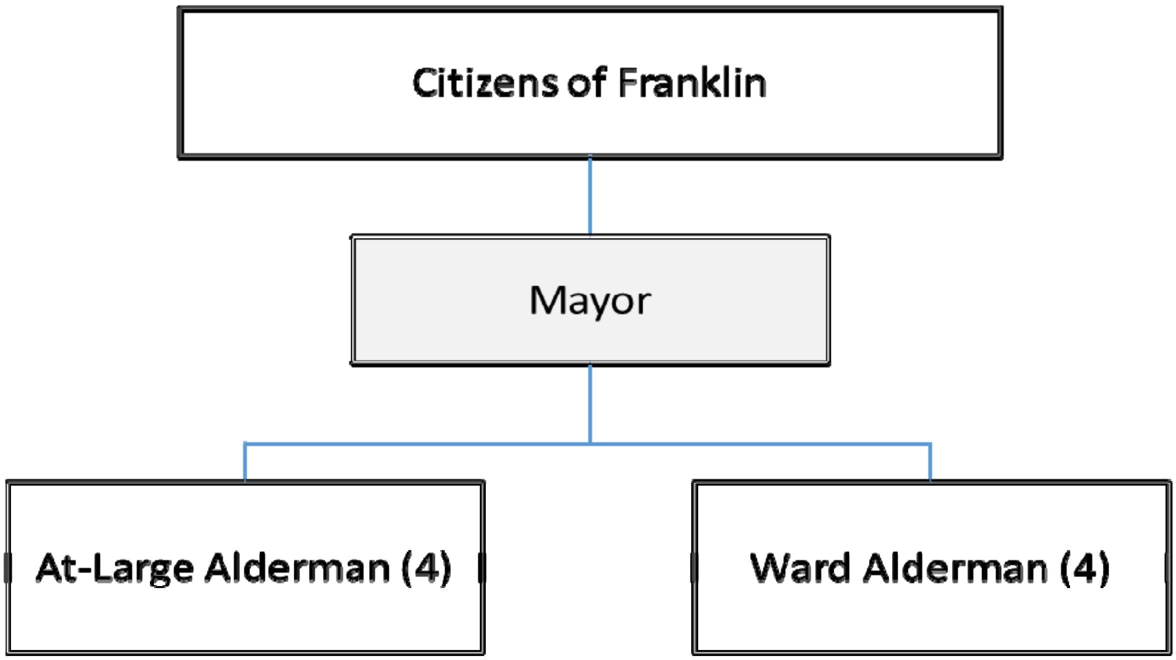
		2014	2015	2016	2017*	2018*
	TBD					

Outcome (Effectiveness) Measures

		2014	2015	2016	2017*	2018*
	Percent of BOMA Meetings with Perfect attendance (9 of 9)	71%	75%	61%	80%	80%
	Percent of BOMA Meetings with eight of nine members in attendance (8 of 9)	80%	85%	97%	85%	85%

**2017 and 2018 data estimated.*

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2014		FY 2015		FY 2016		FY 2017		FY 2018	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Mayor		1	0	1	0	1	0	1	0	1	0
Aldermen		8	0	8	0	8	0	8	0	8	0
Totals		**9**	**0**	**9**	**0**	**9**	**0**	**9**	**0**	**9**	**0**

Budget

	Actual 2015	Actual 2016	Budget 2017	Estd 2017	Budget 2018	Difference $	Difference %
PeSsonnel							
Officials Fees	129,160	129,227	129,267	129,267	129,267	-	0.0%
Employee Benefits	102,182	115,844	130,658	100,883	114,471	(16,187)	-12.4%
Total Personnel	**231,342**	**245,071**	**259,925**	**230,150**	**243,738**	(16,187)	**-6.2%**
Operations							
Transportation Services	18	26	200	100	200	-	0.0%
Operating Services	-	-	620	600	630	10	1.6%
Notices, Subscriptions, etc.	22,290	75,065	28,257	29,457	82,475	54,218	191.9%
Utilities	1,630	1,734	1,709	1,710	1,750	41	2.4%
Contractual Services	-	-	-	-	-	-	0.0%
Professional Development/Travel	9,308	10,621	20,320	20,120	21,525	1,205	5.9%
Office Supplies	9,586	8,402	8,000	8,000	8,250	250	3.1%
Operating Supplies	-	-	550	550	600	50	9.1%
Fuel & Mileage	287	1,275	1,200	1,000	1,000	(200)	-16.7%
Machinery & Equipment (<$25,000)	-	-	1,540	1,000	19,560	18,020	1170.1%
Property & Liability Costs	789	990	1,040	1,485	1,557	518	49.8%
Total Operations	**43,908**	**98,113**	**63,436**	**64,022**	**137,547**	**74,112**	**116.8%**
Capital	-	-	-	-	-	-	**0.0%**
Total Elected Officials	**275,250**	**343,184**	**323,361**	**294,172**	**381,285**	**57,925**	**17.9%**

	Account	Label	Actual 2015	Actual 2016	Budget 2017	YTD@2/17/2017	Estd 2017	Budget 2018	Forecast 2019	Forecast 2020
		Personnel								
=	81210	MAYOR & ALDERMEN	129,160	129,227	129,267	75,027	129,267	129,267	129,267	129,267
=	XOFF	TOTAL OFFICIALS FEES	129,160	129,227	129,267	75,027	129,267	129,267	129,267	129,267
=	81410	FICA (EMPLOYER'S SHARE)	8,038	7,970	9,889	4,851	9,889	9,889	9,889	9,889
=	81420	MEDICAL PREMIUMS	115,964	130,590	146,849	56,787	113,574	125,857	138,443	152,287
=	81430	GROUP INSURANCE PREMIUMS	5,793	5,869	6,483	2,539	5,056	6,148	6,455	6,778
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(27,623)	(28,618)	(32,578)	(13,854)	(27,708)	(27,438)	(30,182)	(33,200)
	81470	WORKERS COMPENSATION PREMIUMS	10	33	15	72	72	15	15	15
=	XBEN	TOTAL BENEFITS	102,182	115,844	130,658	50,395	100,883	114,471	124,620	135,769
=	XPER	TOTAL PERSONNEL	231,342	245,071	259,925	125,422	230,150	243,738	253,887	265,036
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	18	26	200	10	100	200	200	200
=	XTRC	TOTAL TRANSPORTATION CHARGES	18	26	200	10	100	200	200	200
	82210	PRINTING & COPYING SERVICES, OUTSOURCED			620		600	630	640	660
=	XOPSV	TOTAL OPERATING SERVICES			620		600	630	640	660
	82310	LEGAL NOTICES	18,992	29,987	18,207	10,051	18,207	25,000	25,000	25,000
!	82320	CITY ELECTIONS		43,342				46,000		47,000
	82340	LEADERSHIP RETREATS			8,000	2,500	8,000	8,200	8,400	8,600
	82350	DUES FOR MEMBERSHIPS	2,625	700	1,000	175	1,000	1,000	1,000	1,000
!	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	673	711	800	932	2,000	2,000	2,000	2,000
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)		325						
	82390	PUBLICATIONS, NON-TRAINING			250		250	275	300	350
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	22,290	75,065	28,257	13,658	29,457	82,475	36,700	83,950
	82435	CELLULAR TELEPHONE SERVICE	1,630	1,734	1,709	897	1,710	1,750	1,775	1,800
=	XUTIL	TOTAL UTILITIES	1,630	1,734	1,709	897	1,710	1,750	1,775	1,800
+	82560	CONSULTANT SERVICES								
	1	Strategic Plan Consultant								
	2	Various								
	*	Amount missing from detail								
	82590	OTHER CONTRACTUAL SERVICES								
+	82810	REGISTRATIONS	7,817	9,600	13,600		13,600	14,100	14,100	14,600
!	2	TML conferences (approx. 6 delegates)			2,600		2,600	2,600	2,600	2,600
	3	Franklin Tomorrow Site Visits			8,000		8,000	8,500	8,500	9,000
	4	Chamber visits			3,000		3,000	3,000	3,000	3,000
	5	Various	7,817	9,600						
	*	Amount missing from detail								
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	734	136	1,320		1,320	1,900	1,900	2,000
	1	TML Conference 2018 Knoxville			820		820	1,400	1,400	1,500
	2	various	734	136	500		500	500	500	500

	Account	Label	Actual 2015	Actual 2016	Budget 2017	YTD@2/17/2017	Estd 2017	Budget 2018	Forecast 2019	Forecast 2020
	*	Amount missing from detail								
	82830	AIR TRAVEL	366	838	1,850		1,850	1,900	1,950	2,000
+	82840	LODGING	380		2,250		2,250	2,300	2,400	2,500
	1	TML Conference			2,250		2,250	2,300	2,400	2,500
	2	various	380							
	*	Amount missing from detail								
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	11	47	1,100		1,100	1,100	1,100	1,100
	82890	OTHER TRAVEL EXPENSES			200			225	250	320
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	9,308	10,621	20,320		20,120	21,525	21,700	22,520
	83110	OFFICE SUPPLIES	1,088	641	550	60	550	575	600	625
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	157	185	650	236	650	675	700	725
	83130	EMPLOYEE BENEVOLENCE ITEMS			300	49	300	300	300	300
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	8,341	7,576	6,500	3,621	6,500	6,700	6,800	6,900
=	XOFS	TOTAL OFFICE SUPPLIES	9,586	8,402	8,000	3,966	8,000	8,250	8,400	8,550
+	83260	UNIFORMS PURCHASED			550		550	600	650	650
	1	City Logo Shirt for each Board member @$40 pp			550		550	600	650	650
	*	Amount missing from detail								
=	XOPS	TOTAL OPERATING SUPPLIES			550		550	600	650	650
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	287	1,275	1,200	74	1,000	1,000	1,000	1,000
=	XFUEL	TOTAL FUEL & MILEAGE	287	1,275	1,200	74	1,000	1,000	1,000	1,000
	83510	FURNITURE, FIXTURES (<$25,000)			540			560	580	600
+	83540	COMPUTER HARDWARE (<$25,000)			1,000		1,000	19,000	1,000	1,000
	1	Misc			1,000			1,000	1,000	1,000
!	2	Replacement of Individual tablets or laptops					1,000	18,000		
	*	Amount missing from detail								
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)			1,540		1,000	19,560	1,580	1,600
	85110	PROPERTY INSURANCE		37	39		39	41	43	45
	85111	FRAUD INSURANCE								
	85112	INLAND MARINE INSURANCE	30			37	37	37	37	37
	85113	AUTO PHYSICAL DAMAGE								
	85115	LIABILITY INSURANCE	530	770	809	1,185	1,185	1,244	1,306	1,372
	85116	E&O LIABILITY INSURANCE	229							
	85119	UMBRELLA LIABILITY		183	192	224	224	235	247	259
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	789	990	1,040	1,446	1,485	1,557	1,633	1,713
=	XOP	TOTAL OPERATIONS	43,908	98,113	63,436	20,051	64,022	137,547	74,278	122,643
		Capital								
=	XTOT	TOTAL EXPENDITURES	275,250	343,184	323,361	145,473	294,172	381,285	328,165	387,679

Administration

Eric S. Stuckey, City Administrator

Budget Summary

	2015	2016	2017		2018	2017 v. 2018	
	Actual	Actual	Budget	Estimated	Budget	$	%
Personnel	483,569	510,140	604,393	553,762	659,257	54,864	9.1%
Operations	54	-17,958	33,869	42,752	23,591	-10,278	-30.3%
Capital	0	0	0	0	0	-	0.0%
Total	**483,623**	**492,182**	**638,263**	**596,514**	**682,848**	**44,586**	**7.0%**

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, Granicus. This web based program replaced the paper agenda packets and provides for a centralized electronic creation approach to compiling the agenda. Board members, staff, and citizens are able to access current and past meeting agendas, supporting documents, 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 offices of the Mayor and Administration (along with Communications and Law) were renovated in FY 2016 and began to be utilized in FY 2017. We believe this improvement has been beneficial for citizens and staff alike.

The Administration Department continues to codify the Municipal Code on the City's website. It is updated on a constant basis thru 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. In the spring of each year the Administration Department hosts a "shred day" for all departments. This continuing practice has eliminated a number of file cabinets, thereby saving departments valuable storage area space.

The Administration Department has moved historical records books (Board and Committee minutes, Ordinances and Resolutions) to fireproof cabinets at the Five Points building storage area. This brought us into compliance with records storage practices as well as free up valuable office space in the Administration Department.

Effective January 1, 2017, the search began to fulfill the FY2017 budgeted position for a third Assistant City Administrator. This position is essentially the reclassification of the former CIP Executive position and will oversee Public Works functions. A fuller reorganization will be brought forward later in FY 2017.

Administration

Eric S. Stuckey, City Administrator

FY 2018 Outlook

The Administration Department will continue to process the Board's agendas using an agenda management system. After system users monitored the Granicus product for efficiency and support, we reached out to other vendors to compare the product. Similar products are on the market with enhanced features and additional amenities at a comparable price. Therefore, we are proposing a different vendor in FY2018 that would exceed the current program's services at a comparable price.

The preservation of historical records will also continue. 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.

To meet the State's requirement for the City to have a public records policy in effect by July 1, 2017, staff is researching a software program to process these requests for public records. We believe we will be able to process these requests for records more efficiently and expediently while maintaining the integrity of the

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, the City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

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

Baseline: Data to be collected in next community survey.

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)

Performance Measures (con't)

Theme: Quality Life Experiences

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 experiences: 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 of 52 (CNN Money Magazine, 2012).

Goal: To increase inventory of transit hubs, park-and-ride sites, and alternative services in Franklin.

Baseline: Inventory of current transit hubs, number of park-and-ride parking slots, and description of alternative transportation services available in Franklin. (TMA)

Goal: To achieve the American Association of Retirement Communities Seal of approval as one of the top places for retirees in the United States.

Baseline: City of Franklin has not yet received this recognition. (American Association of Retirement Communities)

Theme: Sustainable Grown & 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.

Key:		
	Strategic Plan: Franklin*Forward*	
	Sustainable Franklin	
	Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2014	2015	2016	2017*	2018*
	Number of Agenda Packets reviewed	30	44	57	40	40
	Number of Sets of Minutes Produced	61	88	57	80	80
	Number of documents scanned into OnBase:					
	Resolutions	58	111	70	100	100
	Ordinances	31	36	54	30	30
	Sets of Minutes	58	55	57	60	60

Performance Measures (con't)

Efficiency Measures

		2014	2015	2016	2017*	2018*
	Distribute Agenda Packets to Board of Mayor and Aldermen on Thursday prior to the meeting date.					
	Percentage of time target met	85%	90%	90%	90%	90%

Outcome (Effectiveness) Measures

		2014	2015	2016	2017*	2018*
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.					
	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^	94%	94%	97%	97%	TBD
	Target	**90%**	**90%**	**90%**	**90%**	**90%**
	Meets Target?	**Yes**	**Yes**	**Yes**	**Yes**	TBD
^Survey dated & needs to be updated						
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					
	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.					
	Target	**TBD**	**TBD**	**TBD**	**TBD**	**TBD**
	Meets Target?	**TBD**	**TBD**	**TBD**	**TBD**	**TBD**
Creating desirable life experiences: Franklin will continue to be a destination to live and work that ranks among the best in the nation.						
	Improve ranking as one of the 100 Best Places to live in the United States.					
	Franklin Ranking	42	42	42	TBD	TBD
	Target *(Baseline 60 in 2010, Money Magazine)*	52	42	42	42	42
	Meets Target?	**Yes**	**Yes**	**Yes**	**TBD**	**TBD**
	Improve ranking as one of the top business-friendly cities in Tennessee.					
	Franklin Ranking	3	2	2	TBD	TBD
	Target *(Baseline from Beacon Center of Tennessee)*	**1**	**2**	**2**	**2**	**2**
	Meets Target?	**No**	**Yes**	**Yes**	**TBD**	**TBD**
	Achieve the American Association of Retirement Communities Seal of approval as one of the top places for retirees in the United States.					
	Franklin Designation	No	No	No	TBD	TBD
	Target *(Baseline from: http://the-aarc.org)*	**Yes**	**Yes**	**Yes**	**Yes**	**Yes**
	Meets Target?	**No**	**No**	**No**	**TBD**	**TBD**

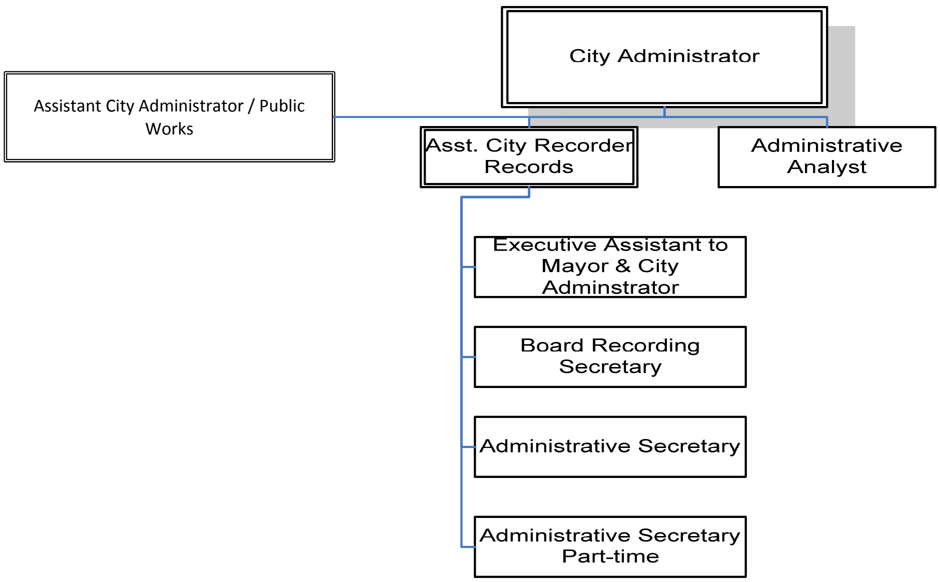
Performance Measures (con't)

Outcome (Effectiveness) Measures

	2014	2015	2016	2017*	2018*
Franklin will strategically manage its growth and the value of its assets.					
80% or better of citizens reporting satisfaction with the managed growth of the community.					
Franklin Baseline: Citizen Perception reported through community survey; survey to be developed.					
Target	80%	80%	84%	84%	TBD
Meets Target?	TBD	TBD	Yes	Yes	TBD

* 2017 and 2018 estimated.

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2014		FY 2015		FY 2016		FY 2017		FY 2018	
		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 / Public Works	Grade N	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
Executive Assistant	Grade E	1	0	1	0	1	0	1	0	1	0
Recording Secretary to BOMA	Grade C	1	0	1	0	1	0	1	0	1	0
Administrative Secretary	Grade B	1	1	1	1	1	1	1	1	1	1
Administrative Analyst(Intern)	---	1	0	1	0	1	0	0	1	0	1
TOTALS		**6**	**1**	**6**	**1**	**6**	**1**	**6**	**2**	**6**	**2**

**Note: Assistant City Administrator/Public Works only funded for six months in 2017. Fully funded in FY 2018.*

Budget

	Actual 2015	Actual 2016	Budget 2017	Estd 2017	Budget 2018	Difference $	Difference %
Personnel							
Salaries & Wages	371,478	380,494	444,727	422,646	508,699	63,972	14.4%
Employee Benefits	112,091	129,646	159,666	131,116	150,558	(9,109)	-5.7%
Total Personnel	**483,569**	**510,140**	**604,393**	**553,762**	**659,257**	**54,864**	**9.1%**
Operations							
Transportation Services	760	429	940	790	850	(90)	-9.6%
Operating Services	5,975	3,791	17,900	18,025	17,900	-	0.0%
Notices, Subscriptions, etc.	12,172	15,842	7,270	21,702	7,305	35	0.5%
Utilities	11,807	10,171	11,985	11,985	12,315	330	2.8%
Contractual Services	-	32	11,410	11,410	11,465	55	0.5%
Repair & Maintenance Services	5,285	2,982	5,680	5,180	5,515	(165)	-2.9%
Employee programs	9,190	5,008	24,800	24,072	26,100	1,300	5.2%
Professional Development/Travel	9,281	10,041	17,940	17,340	17,960	20	0.1%
Office Supplies	14,374	13,635	15,360	17,600	16,200	840	5.5%
Operating Supplies	675	683	2,770	2,520	2,565	(205)	-7.4%
Fuel & Mileage	86	640	4,200	550	600	(3,600)	-85.7%
Machinery & Equipment (<$25,000)	51,680	43,935	31,300	31,300	44,300	13,000	41.5%
Repair & Maintenance Supplies	1,949	-	1,200	-	-	(1,200)	-100.0%
Property & Liability Costs	6,709	7,200	7,557	10,531	11,055	3,498	46.3%
Permits	-	-	4,900	4,900	4,910	10	0.2%
Other Business Expenses	45	-	-	10	-	-	0.0%
Debt Service	-	7,640	7,640	3,820	-	(7,640)	-100.0%
Interfund Reimbursements	(129,936)	(139,987)	(138,983)	(138,983)	(155,449)	(16,466)	11.8%
Total Operations	**53**	**(17,958)**	**33,869**	**42,752**	**23,591**	(10,278)	**-30.3%**
Capital	-	-	-	-	-	-	**0.0%**
Total Administration	**483,622**	**492,182**	**638,263**	**596,514**	**682,848**	**44,586**	**7.0%**

	Account	Label	Actual 2015	Actual 2016	Budget 2017	YTD@2/17/2017	Estd 2017	Budget 2018	Forecast 2019	Forecast 2020
		Personnel								
!=	81110	REGULAR PAY	365,375	371,718	454,384	237,555	416,027	520,932	541,769	563,440
	81120	OVERTIME PAY	6,103	6,879	6,000	5,240	4,000	6,000	6,000	6,000
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES		1,897		2,619	2,619			
	81199	VACANCY ADJUSTMENT			(15,657)			(18,233)	(18,962)	(19,720)
=	XWAGE	TOTAL WAGES	371,478	380,494	444,727	245,414	422,646	508,699	528,807	549,720
=	81410	FICA (EMPLOYER'S SHARE)	24,394	24,732	30,743	14,768	31,826	35,173	41,445	43,103
=	81420	MEDICAL PREMIUMS	73,791	77,446	101,903	35,608	71,216	82,033	90,236	99,260
=	81430	GROUP INSURANCE PREMIUMS	5,830	5,903	7,029	2,861	5,392	6,369	6,687	7,022
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(17,074)	(17,628)	(22,255)	(9,099)	(18,198)	(17,933)	(19,726)	(21,699)
!	81450	RETIREMENT CONTRIBUTIONS	14,098	24,150	26,753	18,228	24,304	27,950	30,745	33,819
	81455	DEFERRED COMP MATCH	6,167	10,147	10,603	5,746	11,492	12,066	12,670	13,302
	81470	WORKERS COMPENSATION PREMIUMS	85	96	90	284	284	100	100	100
	81482	CAR ALLOWANCE	4,800	4,800	4,800	2,954	4,800	4,800	4,800	4,800
=	XBEN	TOTAL BENEFITS	112,091	129,646	159,666	71,350	131,116	150,558	166,957	179,707
=	XPER	TOTAL PERSONNEL	483,569	510,140	604,393	316,764	553,762	659,257	695,764	729,427
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	506	411	650	21	500	550	600	650
!	82120	FREIGHT FOR INBOUND PURCHASED ITEMS	200		270		270	280	290	300
	82130	VEHICLE LICENSES & TITLES	54	18	20		20	20	20	20
=	XTRC	TOTAL TRANSPORTATION CHARGES	760	429	940	21	790	850	910	970
	82210	PRINTING & COPYING SERVICES, OUTSOURCED			2,000		2,000	2,000	2,000	2,000
!+	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	5,975	3,653	15,000		15,000	15,000	15,000	15,000
!	1	Holding		650	1,000		1,000	1,000	1,000	1,000
	2	Additional supplement to Municode published 4/2011 approximately $6,000	5,975	3,003						
	3	Archiving - Municode updates			9,000		9,000	9,000	9,000	9,000
!	4	Archiving - digitize historical minutes books			5,000		5,000	5,000	5,000	5,000
	*	Amount missing from detail								
	82240	TRANSCRIPTION FEES				70	70			
	82250	TESTING & PHYSICALS		138	900	688	900	900	900	900
!	82260	UNIFORM RENTAL & SERVICES				55	55			
=	XOPSV	TOTAL OPERATING SERVICES	5,975	3,791	17,900	813	18,025	17,900	17,900	17,900
!+	82310	LEGAL NOTICES	267	182	200	1,564	2,000	200	200	200
	1	various	267	182	200	1,564	2,000	200	200	200
	2	Legal notices are to be sharged to 41100, Elected officials								
	*	Amount missing from detail								
	82340	LEADERSHIP RETREATS			520		520	530	540	550
!+	82350	DUES FOR MEMBERSHIPS	10,265	14,794	4,350	9,392	9,392	4,375	4,400	4,400
	1	Various	10,265	14,794	600	9,392	9,392	625	650	650
	2	Eric's TCMA			400			400	400	400
	3	Eric's ICMA			1,305			1,305	1,305	1,305
	4	Lanaii's TAMCAR			35			35	35	35
	5	Lanaii's IIMC			210			210	210	210
	6	Lanaii's ARMA			175			175	175	175

	Account	Label	Actual 2015	Actual 2016	Budget 2017	YTD@2/17/2017	Estd 2017	Budget 2018	Forecast 2019	Forecast 2020
	7	ICMA Performance Measurement Service			1,625			1,625	1,625	1,625
	*	Amount missing from detail								
+	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	314	128	1,500		1,500	1,500	1,500	1,500
!	1	Various	314	128	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)	943	387		7,439	7,439			
!	82373	RECRUITMENT				151	151			
	82390	PUBLICATIONS, NON-TRAINING	383	351	700	231	700	700	700	700
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	12,172	15,842	7,270	18,777	21,702	7,305	7,340	7,350
	82410	ELECTRIC SERVICE	1,409	946	625	432	625	650	675	700
	82450	TELEPHONE SERVICE	5,489	4,700	6,400	2,789	6,400	6,425	6,450	6,475
	82451	800 MHZ ACCESS LINE SERVICE	143	144	140	82	140	140	140	140
	82455	CELLULAR TELEPHONE SERVICE	1,730	1,362	2,160	856	2,160	2,300	2,450	2,450
	82470	INTERNET & RELATED SERVICES	3,036	3,019	2,660	2,309	2,660	2,800	2,900	2,900
=	XUTIL	TOTAL UTILITIES	11,807	10,171	11,985	6,468	11,985	12,315	12,615	12,665
	82510	COMPUTER SERVICES		32	2,660		2,660	2,690	2,730	2,730
+	82560	CONSULTANT SERVICES			5,550		5,550	5,550	5,550	5,550
	1	Various			5,550		5,550	5,550	5,550	5,550
	4	Various								
	*	Amount missing from detail								
	82599	OTHER CONTRACTUAL SERVICES			3,200		3,200	3,225	3,250	3,250
=	XCTS	TOTAL CONTRACTUAL SERVICES		32	11,410		11,410	11,465	11,530	11,530
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	536	370	1,500	103	1,000	1,250	1,500	1,500
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	4,749	2,612	3,120	13,259	3,120	3,180	3,220	3,250
	82660	BUILDING REPAIR & MAINTENANCE SERVICES			1,060		1,060	1,085	1,100	1,100
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	5,285	2,982	5,680	13,362	5,180	5,515	5,820	5,850
+	82750	EMPLOYEE RECOGNITION/RECEPTIONS	4,150	4,911	5,800	4,829	5,072	6,100	6,200	6,200
	1	Various	4,150	4,911	600	4,829	600	600	600	600
	2	Holiday Breakfast for COF Employees			5,200		4,472	5,500	5,600	5,600
	*	Amount missing from detail								
	8278[illegible]	TRAINING, OUTSIDE	840	70	5,000		5,000	5,000	5,000	5,000
+	8279[illegible]	TRAINING, IN-HOUSE	4,200	27	14,000	70	14,000	15,000	15,000	15,000
	1	Consultant TBD								
	2	Consultant TBD								
	3	various	4,200	27	14,000	70	14,000	15,000	15,000	15,000
	*	Amount missing from detail								
=	XE[illegible]G	TOTAL EMPLOYEE PROGRAMS	9,190	5,008	24,800	4,899	24,072	26,100	26,200	26,200
!+	828[illegible]	REGISTRATIONS	3,489	4,744	4,550	1,275	4,550	4,550	4,550	4,550
	1	various	3,489	4,744	2,000	1,275	2,000	2,000	2,000	2,000
	2	Eric ICMA			330		330	330	330	330
	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, and Vicki			1,050		1,050	1,050	1,050	1,050
	*	Amount missing from detail								
	828[illegible]	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,914	643	2,040	1,124	2,040	2,060	2,060	2,060
+	828[illegible]	AIR TRAVEL	907	644	3,900		3,300	3,700	3,800	3,800
	1	various	907	644	2,000		2,000	2,000	2,000	2,000

	Account	Label	Actual 2015	Actual 2016	Budget 2017	YTD@2/17/2017	Estd 2017	Budget 2018	Forecast 2019	Forecast 2020
	2	Eric - ICMA			700		700	800	900	900
!	3	Lanaii - IIMC			1,200		600	900	900	900
	4	Leadership Retreat Travel								
	*	Amount missing from detail								
!+	82840	LODGING	2,708	3,288	6,100	2,109	6,100	6,250	6,250	6,250
	1	various	2,708	3,288	2,500	2,109	2,500	2,500	2,500	2,500
	2	Eric - ICMA			1,500		1,500	1,500	1,500	1,500
	3	Lanaii - IIMC			1,200		1,200	1,200	1,200	1,200
	4	Eric - TML			300		300	350	350	350
	5	Lanaii - TML			300		300	350	350	350
	6	Vicki - TML			300		300	350	350	350
	*	Amount missing from detail								
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	255	722	1,350	37	1,350	1,400	1,450	1,450
	82890	OTHER TRAVEL EXPENSES	8							
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	9,281	10,041	17,940	4,545	17,340	17,960	18,110	18,110
	83110	OFFICE SUPPLIES	4,604	2,329	5,600	3,644	5,600	5,700	5,800	5,900
!	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	153		360	2,512	2,600	1,000	1,000	1,000
	83130	EMPLOYEE BENEVOLENCE ITEMS		187	300	49	300	300	300	300
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	9,617	11,119	9,100	3,113	9,100	9,200	9,300	9,300
=	XOFS	TOTAL OFFICE SUPPLIES	14,374	13,635	15,360	9,318	17,600	16,200	16,400	16,500
	83210	TRAINING SUPPLIES	35	10	750		500	500	500	500
!+	83240	MEDICAL SUPPLIES	3		150	325	150	150	150	150
	1	Various	3		150	325	150	150	150	150
	2									
	*	Amount missing from detail								
	83260	UNIFORMS PURCHASED	626	673	850	(104)	850	875	900	900
	83299	OTHER OPERATING SUPPLIES	11		1,020		1,020	1,040	1,060	1,060
=	XOPS	TOTAL OPERATING SUPPLIES	675	683	2,770	221	2,520	2,565	2,610	2,610
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	27	331	4,100	101	300	300	300	300
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	59	309	100	212	250	300	300	300
=	XFUEL	TOTAL FUEL & MILEAGE	86	640	4,200	313	550	600	600	600
!	83510	FURNITURE, FIXTURES (<$25,000)	6,120	21,945	8,000	6,136	8,000	12,000	5,000	5,000
+	83530	MACHINERY & EQUIPMENT (<$25,000)		2,039	1,100		1,100	1,200	1,300	1,300
	2	Various		2,039	1,100		1,100	1,200	1,300	1,300
	*	Amount missing from detail								
+	83540	COMPUTER HARDWARE (<$25,000)	7,998	3,104	5,200	918	5,200	6,100	8,300	2,000
	1	Various	7,998	3,104	2,000	918	2,000	2,000	2,000	2,000
	10	Admin Secty desktop						1,200		
	11	Board Room Laptop							1,200	
	2	Linda Fulwider Desktop change to dockport in FY 2015							1,200	
	3	Vicki Parr Desktop							1,200	
	4	Lanaii Benne Desktop change to dockport in FY 2015							1,500	
!	5	lap top for Running Granicus in Board Room						1,300		
	6	Angela Jackson / Information Desk desktop							1,200	
	7	Eric Laptop			1,200		1,200			
	8	Encoder Upgrade for Granicus and Cable Channel 10			2,000		2,000			
	9	ipad upgrades						1,600		
	*	Amount missing from detail								
+	83550	COMPUTER SOFTWARE (<$25,000)	37,562	16,847	17,000		17,000	25,000	25,000	25,000

	Account	Label	Actual 2015	Actual 2016	Budget 2017	YTD@2/17/2017	Estd 2017	Budget 2018	Forecast 2019	Forecast 2020
	1	Agenda Management Software annual fee for monthly maintenance	37,562	16,847	17,000		17,000	25,000	25,000	25,000
	*	Amount missing from detail								
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	51,680	43,935	31,300	7,054	31,300	44,300	39,600	33,300
	83620	EQUIPMENT PARTS & SUPPLIES	1,299		450					
	83643	SIGN SUPPLIES			200					
	83660	BUILDING MAINTENANCE SUPPLIES	650		550					
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	1,949		1,200					
	85110	PROPERTY INSURANCE	4,438	4,806	5,046	6,596	6,596	6,926	7,272	7,636
	85111	FRAUD INSURANCE								
	85112	INLAND MARINE INSURANCE	135			261	261	274	288	302
	85113	AUTO PHYSICAL DAMAGE	12	307	322	46	46	48	51	53
	85115	LIABILITY INSURANCE	1,312	1,380	1,449	2,577	2,577	2,706	2,841	2,983
	85116	E&O LIABILITY INSURANCE	566							
	85117	VEHICLE LIABILITY INSURANCE	249	330	347	514	514	540	567	595
	85119	UMBRELLA LIABILITY		327	343	487	487	511	537	564
	85120	PROPERTY DAMAGE COSTS	(3)							
	85140	SURETY/NOTARY BONDS		50	50	17	50	50	50	50
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	6,709	7,200	7,557	10,498	10,531	11,055	11,606	12,183
	85320	STATE FEES			4,780		4,780	4,790	4,800	4,810
	85340	RECORDING & FILING FEES			120		120	120	120	120
=	XPERM	TOTAL PERMITS			4,900		4,900	4,910	4,920	4,930
	85990	MISCELLANEOUS	45			10	10			
=	XOBE	TOTAL OTHER BUSINESS EXPENSES	45			10	10			
	86600	LEASE/LOAN PRINCIPAL		7,389	7,434	3,728	3,728			
	867[illegible]	LEASE/LOAN INTEREST		251	206	92	92			
=	XD[illegible]V	TOTAL DEBT SERVICE		7,640	7,640	3,820	3,820			
	875[illegible]	REIMB OF INTERFUND SERVICES	(129,935)	(139,987)	(138,983)	(92,655)	(138,983)	(155,449)	(158,558)	(161,729)
=	XR[illegible]MB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(129,935)	(139,987)	(138,983)	(92,655)	(138,983)	(155,449)	(158,558)	(161,729)
=	XO[illegible]	TOTAL OPERATIONS	53	(17,958)	33,869	(12,536)	42,752	23,591	17,603	8,969
		Capital								
=	XT[illegible]T	TOTAL EXPENDITURES	483,622	492,182	638,262	304,228	596,514	682,848	713,367	738,396