

BUDGET PREPARATION WORKSHEET SUMMARY

FUND: 001 GENERAL FUND

DEPT: 05 CITY COUNCIL

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

003 COUNCILOR

	96,000		96,000		96,000		88,000	96,000	96,000		96,000	
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299 PAYROLL TAXES AND FRINGES

	8,807		8,646		11,400		7,934	8,658	9,468		9,468	
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TOTAL CLASS: 05 PERSONNEL SERVICES

	104,807		104,646		107,400		95,934	104,658	105,468		105,468	
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CLASS: 10 MATERIALS & SERVICES

301 OFFICE EXPENSE

	91	240		100		143	150	100		100	
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308 PERIODICALS & SUBSCRIPTIONS

	30			80							
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317 COMPUTER EQUIPMENT

				895		895	895				
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321 TRAVEL, TRAINING & SUBSISTENCE

	28,626	5,942		15,200		7,469	15,200	15,200	15,200		15,200	
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328 MEALS & RELATED EXPENSE

	532	759		2,150		616	1,500	2,400	2,400		2,400	
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341 COMMUNICATIONS EXPENSE

	1,008	857		1,116		1,104	1,025	1,980	1,980		1,980	
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342 DATA COMMUNICATION EXPENSE

	487						240	480	480		480	
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461 SPECIAL EXPENSE

				750			750	6,000	6,000		6,000	
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523 BOARDS & COMMISSIONS EXPENSES

	20,553	20,584		20,200		20,782	19,102	22,600	22,600		22,600	
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TOTAL CLASS: 10 MATERIALS & SERVICES

	51,327	28,382		40,491		31,009	38,862	48,760	48,760		48,760	
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FUND: 001 GENERAL FUND

DEPT: 05 CITY COUNCIL

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019 YTD	2019	2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	ACT AMT	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 25 TRANSFERS

816 TRSFERS TO REPROGRAPHICS FUND

	18,016		17,809		22,176		18,085	22,176	17,076		17,076	
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TOTAL CLASS: 25 TRANSFERS

	18,016		17,809		22,176		18,085	22,176	17,076		17,076	
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TOTAL DEPARTMENT: 05 CITY COUNCIL

	174,150		150,837		170,067		145,028	165,696	171,304		171,304	
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BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 05 CITY COUNCIL
 PROGRAM: 0511 POLICY DEVELOPMENT

OBJ	2017 - ACTUAL		2018 - ACTUAL		2019 BUDGETED		2019	2020 - RECOMD		2020 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE

CLASS: 05 PERSONNEL SERVICES

003	COUNCILOR										
		96,000	96,000		96,000		96,000	96,000		96,000	
299	PAYROLL TAXES AND FRINGES										
		8,807	8,646		11,400		8,658	9,468		9,468	

TOTAL CLASS: 05 PERSONNEL SERVICES

		104,807	104,646		107,400		104,658	105,468		105,468	
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CLASS: 10 MATERIALS & SERVICES

301	OFFICE EXPENSE										
		91	240		100		150	100		100	
308	PERIODICALS & SUBSCRIPTIONS										
		30			80						
317	COMPUTER EQUIPMENT										
					895		895				
321	TRAVEL, TRAINING & SUBSISTENCE										
		28,626	5,942		15,200		15,200	15,200		15,200	
328	MEALS & RELATED EXPENSE										
		532	759		2,150		1,500	2,400		2,400	
341	COMMUNICATIONS EXPENSE										
		1,008	857		1,116		1,025	1,980		1,980	
342	DATA COMMUNICATION EXPENSE										
		487					240	480		480	
461	SPECIAL EXPENSE										
					750		750	6,000		6,000	
523	BOARDS & COMMISSIONS EXPENSES										
		20,553	20,584		20,200		19,102	22,600		22,600	

TOTAL CLASS: 10 MATERIALS & SERVICES

		51,327	28,382		40,491		38,862	48,760		48,760	
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CLASS: 25 TRANSFERS

816	TRSFERS TO REPROGRAPHICS FUND										
		18,016	17,809		22,176		22,176	17,076		17,076	

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
 DEPT: 05 CITY COUNCIL
 PROGRAM: 0511 POLICY DEVELOPMENT

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

003 COUNCILOR

299 PAYROLL TAXES AND FRINGES

PAYROLL TAXES AND FRINGE BENEFITS EXPRESSED AS A PERCENTAGE OF SALARY TOTALS 9.86% AND CONSISTS OF THE FOLLOWING:
 7.65% FICA AND 2.21% IN OTHER PAYROLL TAXES FOR UNEMPLOYMENT, TRIMET, LONG TERM DISABILITY, LIFE INSURANCE, AND WORKERS COMPENSATION INSURANCE.

301 OFFICE EXPENSE

MISCELLANEOUS OFFICE SUPPLIES \$100

308 PERIODICALS & SUBSCRIPTIONS

MISCELLANEOUS PUBLICATIONS

317 COMPUTER EQUIPMENT

321 TRAVEL, TRAINING & SUBSISTENCE

NLC CONFERENCE (4 @ \$1,100 - DECEMBER AND REGISTRATION 4 @ \$500) \$6,400
 NLC CONGRESSIONAL CONFERENCE (2 @ \$1,400 - MARCH AND REGISTRATION 2 @ \$750) \$4,300
 LOC CONFERENCE (\$2,500 & REGISTRATION 5 @ \$200) \$3,500
 MISC TRAINING \$1,000
 IF SOME COUNCILORS CHOOSE NOT TO ATTEND NLC OR LOC MEETINGS, THESE FUNDS MAY BE USED FOR OTHER RELEVANT TRAINING
 FY 17-18 REDUCTION REFLECTS MOVING THE TRAVEL FOR 6 STUDENTS ATTENDING NLC TO THE MAYOR'S PROGRAM 0521.

328 MEALS & RELATED EXPENSE

REFRESHMENTS AT SELECTED COUNCIL MEETINGS \$900
 COUNCIL DINNER MEETINGS WITH INTERGOVERNMENTAL AGENCIES (METRO, COUNTY COMMISSION, & LEGISLATIVE, AND CONGRESSIONAL DELEGATION) \$1,000
 COUNCIL RETREAT \$500

341 COMMUNICATIONS EXPENSE

CELL PHONE CHARGES FOR 3 COUNCILOR PHONES AT \$55 PER EACH MONTH \$1,980

342 DATA COMMUNICATION EXPENSE

TABLET DATA PLAN FOR 1 COUNCILOR \$40 PER MONTH \$480

461 SPECIAL EXPENSE

LOGO APPAREL FOR CITY COUNCILORS (5 @ \$200/EACH) \$1,000
 COUNCILORS TO ATTEND EVENTS AT OTHER AGENCIES AND NON-PROFITS \$5,000

523 BOARDS & COMMISSIONS EXPENSES

ANNUAL BOARDS AND COMMISSIONS DINNER \$21,400
 BUDGET COMMITTEE MEETINGS \$1,200

816 TRSFERS TO REPROGRAPHICS FUND

ALLOCATION OF COPIER, GRAPHICS, PRINTING, MAILING & POSTAGE CHARGES THROUGH REPROGRAPHICS \$17,076

BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
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 PROGRAM: 0511 POLICY DEVELOPMENT

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TOTAL CLASS: 25 TRANSFERS

	18,016		17,809		22,176		22,176		17,076		17,076
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TOTAL PROGRAM: 0511 POLICY DEVELOPMENT

	174,150		150,837		170,067		165,696		171,304		171,304
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TOTAL DEPARTMENT: 05 CITY COUNCIL

	174,150		150,837		170,067		165,696		171,304		171,304
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BP WORKSHEET & JUSTIFICATION

FUND: 001 GENERAL FUND
DEPT: 05 CITY COUNCIL
PROGRAM: 0511 POLICY DEVELOPMENT

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS
