

**MetroNashville**

FY 2008 - 2009



# **The Metropolitan Government of Nashville & Davidson County**

## **Fiscal Year 2008-2009 Operating Budget**

**Karl Dean, Mayor**

**July 2008**

THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

# FY 2008-2009 Operating Budget

(July 1, 2008 - June 30, 2009)



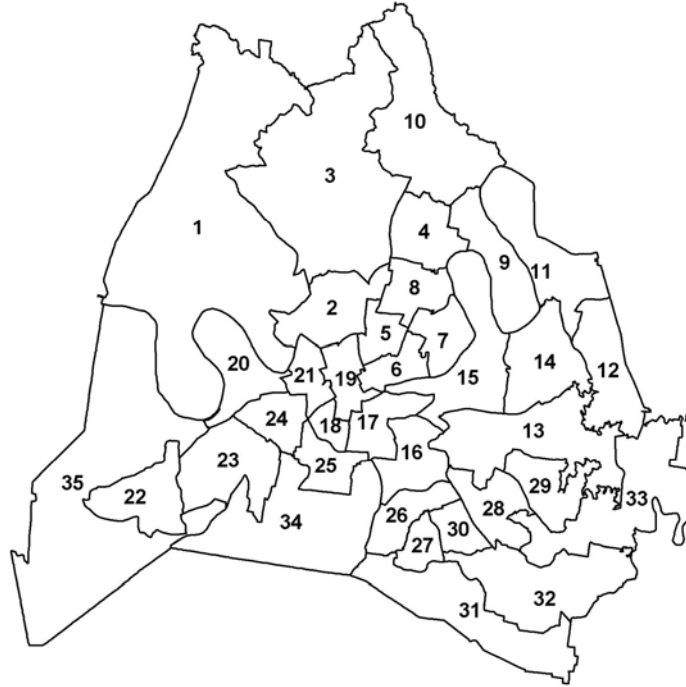
**Karl Dean, Mayor**

Diane Neighbors, Vice Mayor

Members of the Metropolitan Council:

At Large	Tim Garrett	District #16	Anna Page
At Large	Megan Barry	District #17	Sandra Moore
At Large	Charlie Tygard	District #18	Keith Durbin
At Large	Ronnie Steine	District #19	Erica Gilmore
At Large	Jerry Maynard	District #20	Buddy Baker
District # 1	Lonnell Matthews, Jr.	District #21	Edith Taylor Langster
District # 2	Frank Harrison	District #22	Eric Crafton
District # 3	Walter Hunt	District #23	Emily Evans
District # 4	Michael Craddock	District #24	Jason Holleman
District # 5	Pam Murray	District #25	Sean McGuire
District # 6	Mike Jameson	District #26	Greg Adkins
District # 7	Erik Cole	District #27	Randy Foster
District # 8	Karen Bennett	District #28	Duane A. Dominy
District # 9	Jim Forkum	District #29	Vivian Wilhoite
District #10	Rip Ryman	District #30	Jim Hodge
District #11	Darren Jernigan	District #31	Parker Toler
District #12	Jim Gotto	District #32	Sam Coleman
District #13	Carl Burch	District #33	Robert Duvall
District #14	Bruce Stanley	District #34	Carter Todd
District #15	Phil Claiborne	District #35	Bo Mitchell

## Council Districts



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Director of Finance: Richard M. Riebeling  
Deputy Finance Director: Gene Nolan  
Deputy Finance Director: Talia Lomax-O'dneal

### Office of Management and Budget Staff:

William Aaron  
Judy Cantlon  
Darlene Carlton  
M. J. Cunningham  
James Gadsden

Kathy Green  
Leigh Anne Hagar  
Ken Hartlage  
Chinita Hudson  
Bill Hyden

Herb Majors  
Greg McClarin  
Samir Mehic  
Essie Robertson

Heidi Runion  
Ron Sexton  
Rebekah Stephens  
Heather Watson

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### Fiscal Year 2008-2009 Operating Budget Book

The Metropolitan Government of Nashville and Davidson County  
Department of Finance – Office of Management and Budget  
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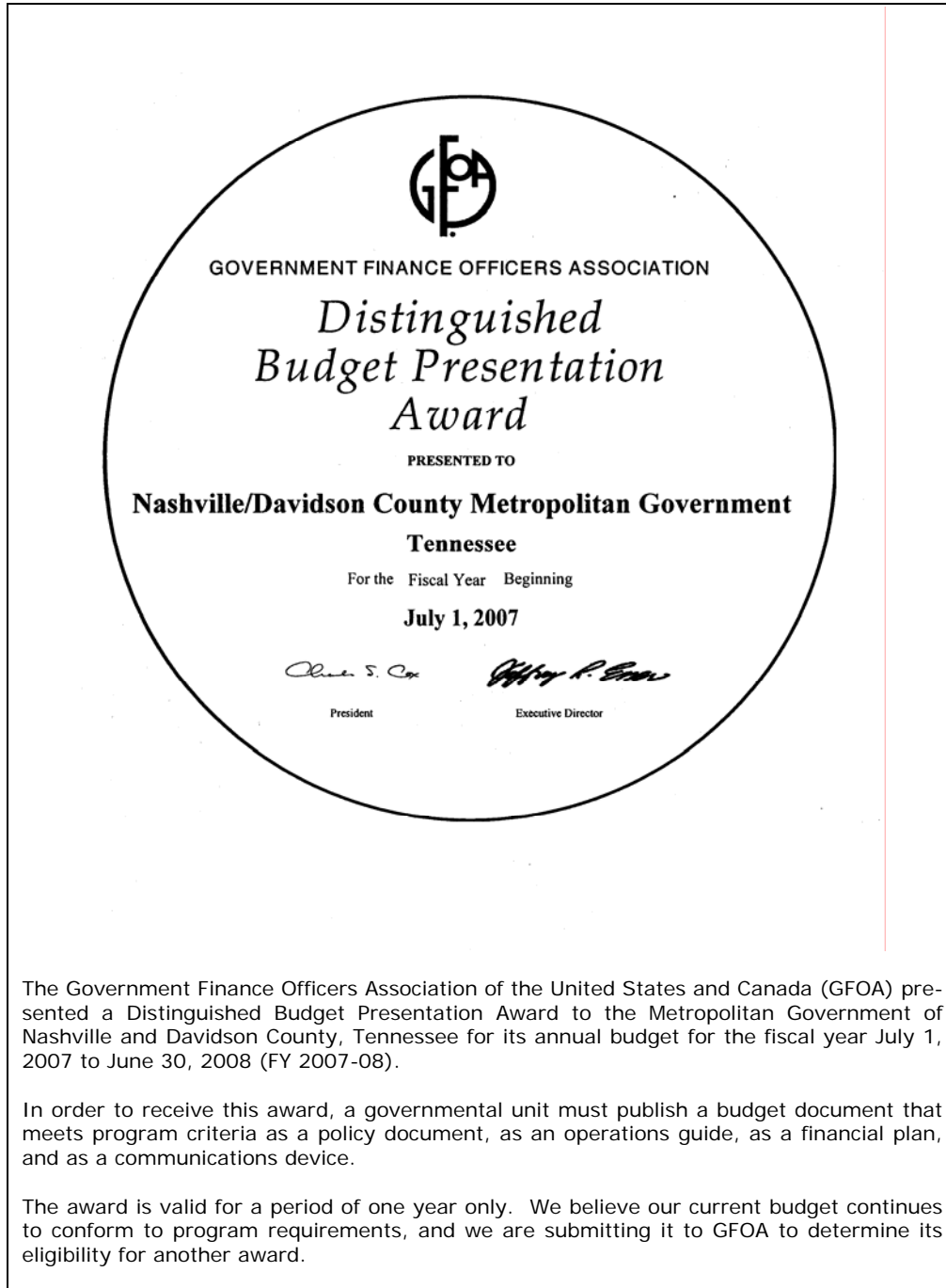


This book supersedes all similar information previously disseminated by the Office of Management and Budget.

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Cover photo by Gary Layda

# Distinguished Budget Presentation Award



The GFOA is the leading association for government finance professionals in North America. We first received the award for the fiscal year 1991-1992 book, and we have received it every year since. This year's was given for our *FY 2008 Operating Budget* book. GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting. The government also holds GFOA's Certificate of Achievement for Excellence in Financial Reporting for our Comprehensive Annual Financial Report.

# Contents

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	<u>Department Number</u>	<u>Page #</u>
Members of the Metropolitan Council		i
Council Districts		ii
GFOA Distinguished Budget Presentation Award		iii
How to Use this Book		vi
Format and Organization		vi
Traditional Agency Layout		vi
Results Matter Agency Layout		viii
How to Read Budget Book Financial Schedules		x
<b>Section A – Executive Summary</b>		
Mayor’s Letter of Transmittal		A-1
At A Glance (Pie Charts, Summary of the Budget)		A-3
Budget Priorities		A-5
Revenues		A-8
Strategic Issues		A-9
<b>Metro Nashville and its Budget</b>		
Metro Government		A-12
Financial Organization		A-14
The Budget Process		A-15
Financial Policies		A-16
Revenue Overview		A-19
Expenditure Overview		A-28
Capital Improvements		A-29
Budget and Tax Levy Ordinances		Page 1
<b>Section B – General Government &amp; Fiscal Administration</b>		
Administrative		
Metro Council	02	B-1
Metro Clerk	03	B-6
Executive (Mayor)	04	B-11
Elections	05	B-20
Law	06	B-27
Planning Commission	07	B-35
Human Resources	08	B-51
Register of Deeds	09	B-63
General Services	10	B-68
Historical Commission	11	B-86
Information Technology Services	14	B-93
Finance	15	B-108
Assessor of Property	16	B-125
Trustee	17	B-135
County Clerk	18	B-140
Office of Internal Audit	48	B-145
Emergency Communications Center	91	B-152
<b>Section C - Justice Administration &amp; Law Enforcement</b>		
District Attorney	19	C-1
Public Defender	21	C-8
Juvenile Court Clerk	22	C-13
Circuit Court Clerk	23	C-18
Criminal Court Clerk	24	C-23
Clerk and Master of the Chancery Court	25	C-29
Juvenile Court	26	C-34
General Sessions Court	27	C-52
State Trial Courts	28	C-61
Justice Integration Services	29	C-67

# Contents

---

	<u>Department Number</u>	<u>Page #</u>
Sheriff	30	C-77
Police	31	C-93
Criminal Justice Planning	47	C-118
<b>Section D – Fire; Public Works</b>		
Fire Department	32	D-1
Public Works	42	D-20
<b>Section E - Regulation, Inspection, &amp; Conservation</b>		
Codes Administration	33	E-1
Beer Permit Board	34	E-12
Agricultural Extension Service	35	E-19
Soil & Water Conservation	36	E-26
Transportation Licensing Commission	45	E-33
<b>Section F – Social &amp; Health Services</b>		
Social Services	37	F-1
Health Department	38	F-13
Human Relations Commission	44	F-40
<b>Section G – Libraries, Recreation, &amp; Cultural</b>		
Library	39	G-1
Parks & Recreation	40	G-18
Metro Arts Commission	41	G-38
Municipal Auditorium	61	G-46
Metro Sports Authority	64	G-53
<b>Section H – Education, Other Funds, &amp; Administrative</b>		
Farmers' Market	60	H-1
Tennessee State Fair	62	H-8
Nashville Convention Center	63	H-15
Water and Sewer Services Fund	65	H-23
Hospital Authority	66/67/69	H-47
Metro Action Commission	75	H-51
Nashville Career Advancement Center (NCAC)	76	H-61
Metropolitan Transit Authority (MTA)	78	H-67
Board of Public Education Fund	80	H-80
Community Education Alliance	80	H-85
Public, Education, Government Fund	14	H-90
District Energy System	68201	H-93
Administrative	01	H-99
Employee Safety and Risk Management Program	01	H-109
General Obligation Debt Service Funds	90	H-111
General Fund Four Percent Reserve	01	H-123
Central Business Improvement District	01	H-124
Gulch Central Business Improvement District	01	H-126
Hotel Occupancy Tax Fund	01	H-128
<b>Appendices</b>		
Appendix 1: Financial Schedules		
Appendix 2: Glossary		
Appendix 3: The Law and the Budget		
Appendix 4: About Nashville		
Appendix 5: Comparative Analytical Statistics		
Appendix 6: Pay Grades and Rates		
Appendix 7: Financial Trend Monitoring System		

# How to Use this Book

## Format and Organization

As the previous Table of Contents demonstrates, this book divides budget information into different sections, each with its own series of page numbers.

**Section A** is this Executive Summary of the budget, followed by supplemental information about Metro, its organization, finances, and budget.

**Sections B-H** present more descriptive operational and budget information about each agency (department, board, commission, or elected office). These agencies are grouped by function into each section.

Information is presented differently for the program budgets of the Results Matter departments than it is for other departments. The next few pages will review the format of traditional departments and Results Matter program-based-budget departments.

A CD affixed to the inside back cover contains various appendices of historical, statistical, and explanatory information that will help you understand the budget.

## Traditional Agency Layout

### 18 County Clerk-At a Glance

<b>Mission</b>	To collect certain State privilege license fees as well as other State and Local revenues, fees, commissions, and taxes as provided by law.			
<b>Budget Summary</b>		2005-06	2006-07	2007-08
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$4,492,500	\$4,655,400	\$5,378,900
	<b>Total Expenditures and Transfers</b>	<b>\$4,492,500</b>	<b>\$4,655,400</b>	<b>\$5,378,900</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$4,000,000	\$4,250,000	\$4,500,000
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	<b>\$4,000,000</b>	<b>\$4,250,000</b>	<b>\$4,500,000</b>
Non-Program Revenue	1,500	100	100	
Transfers From Other Funds and Units	0	0	0	
<b>Total Revenues</b>	<b>\$4,001,500</b>	<b>\$4,250,100</b>	<b>\$4,500,100</b>	

<b>Positions</b>	Total Budgeted Positions	79	79
<b>Contacts</b>	County Clerk: John Arriola Financial Manager: Tami Drake Howard Office Building 37210	email: john.arriola@nashville.gov email: tami.drake@nashville.gov	Phone: 862-6254 ext 77150

**Organizational Structure**

```

graph TD
    CC[County Clerk] --> AS[Administrative Staff]
    CC --> BT[Business Tax]
    CC --> MV[Motor Vehicle]
    CC --> MN[Marriage & Notary]
    CC --> TS[Taxpayer Services]
    CC --> HT[Hotel/Motel Tax]
    
```

1. The department begins with a table that summarizes the agency's mission, financial budget for all of its annually-budgeted funds, and top management contacts who can explain the budget.

2. The organization chart shows major agency units (divisions, bureaus, etc.) and how they report to the agency's top-level elected official, board, or manager.

### County Clerk-At a Glance

**Budget Highlights FY 2008**

- Merchant Fees \$250,000
- New Emission Site Positions 354,600
  - 6 FTEs
  - 3 FTEs
- Property Protection-New Emission Sites 70,000
- Rent-Or-Stop Emission Sites 10,000
- Printing & Binding 25,000
- Office Supplies 15,000
- Employee Travel/Local Parking 3,800
- Internal Services Charges:
  - Finance Charge (8,200)
  - Human Resources Charge (200)
  - Information Systems Charge (62,400)
  - Facilities Maintenance & Security Charge 17,200
  - Shared Business Office Charge (5,000)
  - Customer Call Center Charge 66,700
  - Fleet Management Charge (3,000)
  - Postal Service Charge (700)
  - Surplus Property Charge 300
  - Internal Audit Charge 2,400
- Total \$723,500**
- 9 FTEs

3. Budget highlights summarize changes between the FY 2007 and FY 2008 budgets.

**Overview**

**ADMINISTRATIVE STAFF**

The Administrative Staff Division provides administrative services to the various divisions.

4. The overview describes the activities of each major agency unit listed in the organization chart. The headings tie back to the organization chart. Graphs and photographs highlight certain activities.

# How to Use this Book

## Traditional Agency Layout

**18 County Clerk-Performance**

Objectives	Performance Measures	FY 2006 Budget	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget
<b>BUSINESS TAX</b>					
1. Collect business gross receipts tax and licensing fees	a. Business licenses issued - GSD	26,000	26,395	26,000	26,500
	b. Business licenses issued - USD	20,000	20,823	20,000	21,000
	c. Liquor by the drink licenses issued	425	331	400	350
	d. Wholesale Beer & Liquor tax paid monthly	12	10	10	12
	e. Pawnbrokers' licenses, & other miscellaneous licenses issued	175	415	300	300
<b>MOTOR VEHICLE</b>					
1. Collect State and Local motor vehicle fees & taxes and process all related documents	a. Vehicle registration	575,000	576,314	575,000	580,000
	b. Metro regulatory decal (regular and commercial)	440,000	460,946	450,000	460,000
	c. Dealer licenses				

5. Performance information measures achievement of objectives for each significant activity or service from FY 2006 to FY 2008. The information is organized by units on the organization chart. The data usually measure workloads, not accomplishment of results.

**18 County Clerk-Financial**

**GSD General Fund**

	FY 2006 Budget	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services				
<b>OTHER SERVICES:</b>				
Utilities				
Professional and Purchased Services	60,000	60,000	60,000	60,000
Travel, Tuition, and Dues	2,200	2,200	2,200	2,200
Communications	153,500	153,500	153,500	153,500
Repairs and Maintenance Services	26,500	26,500	26,500	26,500
Internal Service Fees	622,600	588,000	622,600	622,600
<b>TOTAL OTHER SERVICES</b>	<b>864,900</b>	<b>880,467</b>	<b>864,900</b>	<b>864,900</b>
Other Expense	83,600	103,487	83,600	83,600
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,492,500</b>	<b>4,356,097</b>	<b>4,650,000</b>	<b>4,650,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,492,500</b>	<b>4,356,097</b>	<b>4,650,000</b>	<b>4,650,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	4,000,000	3,485,530	4,250,000	4,250,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
Subtotal Other Governments & Agencies	0	0	0	0
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>4,000,000</b>	<b>3,485,530</b>	<b>4,250,000</b>	<b>4,250,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	1,500	770	1,500	1,500
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>1,500</b>	<b>770</b>	<b>1,500</b>	<b>1,500</b>
Transfers From Other Funds				
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,492,500</b>	<b>4,356,097</b>	<b>5,492,500</b>	<b>5,492,500</b>

6. Financial schedules describe the department's expenditures and revenues. One page covers each of three types of funds that the agency may operate in:

- The GSD General Fund
- The USD General Fund
- Special-Purpose funds, with the combined total of annually-budgeted enterprise, internal service, special revenue, and similar funds.

Money in these fund types is not necessarily interchangeable; you cannot spend money in one fund for the financial activities of another fund.

Expenditures are grouped by object of expenditure. Revenues are grouped into program and non-program revenues associated with the department. These revenue and expenditure object groups are defined at the end of this section.

**HOTEL/MOTEL TAX**

1. Collect hotel and motel taxes	a. Hotels				
	b. Average (per hotel)				

**MARRIAGE AND NOTARY**

1. Issue marriage licenses and notary public commissions	a. Marriage licenses issued				
	b. Notary issued				

**18 County Clerk-Financial**

**GSD General Fund**

	FY 2006 Budget	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services				
<b>OTHER SERVICES:</b>				
Utilities				
Professional and Purchased Services	60,000	60,000	60,000	60,000
Travel, Tuition, and Dues	2,200	2,200	2,200	2,200
Communications	153,500	153,500	153,500	153,500
Repairs and Maintenance Services	26,500	26,500	26,500	26,500
Internal Service Fees	622,600	588,000	622,600	622,600
<b>TOTAL OTHER SERVICES</b>	<b>864,900</b>	<b>880,467</b>	<b>864,900</b>	<b>864,900</b>
Other Expense	83,600	103,487	83,600	83,600
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,492,500</b>	<b>4,356,097</b>	<b>4,650,000</b>	<b>4,650,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,492,500</b>	<b>4,356,097</b>	<b>4,650,000</b>	<b>4,650,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	4,000,000	3,485,530	4,250,000	4,250,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
Subtotal Other Governments & Agencies	0	0	0	0
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>4,000,000</b>	<b>3,485,530</b>	<b>4,250,000</b>	<b>4,250,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	1,500	770	1,500	1,500
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>1,500</b>	<b>770</b>	<b>1,500</b>	<b>1,500</b>
Transfers From Other Funds				
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,492,500</b>	<b>4,356,097</b>	<b>5,492,500</b>	<b>5,492,500</b>

7. The end of the financial information presents the budgeted headcount and full-time-equivalent (FTE) position information by fund and classification, along with the class number and pay grade of each.

**18 County Clerk-Financial**

	Class Grade	FY 2006		FY 2007		FY 2008	
		Bud_Pos.	Bud_FTE	Bud_Pos.	Bud_FTE	Bud_Pos.	Bud_FTE
<b>GSD General 10101</b>							
Admin Asst - County Clerk	07804	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 2	07243 SR0800	1	1.00	1	1.00	1	1.00
Business Tax Dir-County Clerk	07216	1	1.00	1	1.00	1	1.00
Chief Dpty Clerk-County Clerk	07077	1	1.00	1	1.00	1	1.00
County Ct Clerk	01336	1	1.00	1	1.00	1	1.00
Deputy Clerk 1	06787	8	8.00	8	8.00	8	8.00
Deputy Clerk 2	06788	11	11.00	11	11.00	11	11.00
Deputy Clerk 3	06789	20	20.00	20	20.00	20	20.00
Deputy Clerk 4	06790	10	10.00	10	10.00	16	16.00
Deputy Clerk 5	06791	1	1.00	1	1.00	1	1.00
Deputy Clerk 6	06792	2	2.00	2	2.00	2	2.00
Dir Of Taxpayer Svcs	07647	1	1.00	1	1.00	1	1.00
License Inspector 1	02935	10	10.00	10	10.00	10	10.00
Motor Vehicle Dealer Dir	07218	1	1.00	1	1.00	1	1.00
Seasonal/Part-time/Temporary	09020	10	10.00	10	10.00	13	13.00
<b>Total Positions &amp; FTE</b>		<b>79</b>	<b>79.00</b>	<b>79</b>	<b>79.00</b>	<b>88</b>	<b>88.00</b>
<b>Department Totals</b>		<b>79</b>	<b>79.00</b>	<b>79</b>	<b>79.00</b>	<b>88</b>	<b>88.00</b>



# How to Use this Book

## Results Matter Agency Layout

Results Matter (RM) agencies' budgets have been reorganized into program budgets that directly link to the agencies' strategic business plans. Those agencies' budget book pages have been formatted to emphasize their strategic business plans, lines of business, programs, and results for customers, and to link dollars to results at the program level.

Accountability is demonstrated by being willing and able to tell taxpayers what they are getting for their money in terms of results.

**Products** are countable deliverables that a customer receives from the agency. They are things customers receive, not processes the agency does.

**Programs** are groups of products with a common purpose or result.


**Lines of business** are groups of programs with a common purpose that produce key results for citizens.

The agency's **mission** is a clear, concise purpose for the entire agency, focusing on the broad yet distinct results that it will achieve for its customers.

**Strategic goals** describe the significant results to be achieved by the agency over the next few years.

**Results** are the benefit or impact that the customer and citizen experiences as a result of receiving the department's products or deliverables. Results promote accountability.

### 39 Library--At a Glance



Budget Summary	2005-06	2006-07	2007-08
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$20,440,900	\$21,248,400	\$20,577,200
Special Purpose Fund	1,831,133	1,305,100	1,472,900
<b>Total Expenditures and Transfers</b>	<b>\$22,272,033</b>	<b>\$22,553,500</b>	<b>\$22,050,100</b>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$ 651,500	\$ 647,800	\$ 617,000
Other Governments and Agencies	378,200	269,200	287,300
Other Program Revenue	210,000	1,029,100	1,183,600
<b>Total Program Revenue</b>	<b>\$1,239,700</b>	<b>\$1,946,100</b>	<b>\$2,087,900</b>
Non-program Revenue	0	0	0
Transfers From Other Funds and Units	0	6,800	2000
<b>Total Revenues</b>	<b>\$1,239,700</b>	<b>\$1,952,900</b>	<b>\$2,089,900</b>

**Positions** Total Budgeted Positions: 361 (2005-06), 362 (2006-07), 342 (2007-08)

**Contacts** Director of Public Library: Donna Nicely (email: donna.nicely@nashville.gov) Administrative Services Manager: Chase Adams (email: chase.adams@nashville.gov) 615 Church Street 37219 Phone: 862-5760 FAX: 862-5771

1. RM departments display the logo on the upper-right corner of each page.

2. The department begins with a table that summarizes the agency's financial budget for all of its annually budgeted funds, location, and top managers who can explain the budget.

### Lines of Business and Program

**Reference Information**  
Ask Your Librarian  
Virtual Information Services

**Library Materials**  
Local History and Special Collections  
Hands-On Reference  
Library Check-out  
Engaging the Reader


**Equal Access**  
Equal Access

**Education and Outreach**  
Public Events  
Computer Literacy  
It's Your Library

**Town Square**  
Town Square

**Library Customer Technical Support**  
Library Customer Technical Support


**Administrative**  
Non-allocated Financial Transactions  
Information Technology  
Facilities Management  
Human Resources  
Finance  
Procurement  
Risk Management  
Billings and Collections  
Executive Leadership



3. Instead of an organization chart, the bottom of the page presents the agency's lines of business (in bold) and programs.

4. The department's mission and goals are articulated.

### 39 Library--At a Glance



**Mission** The mission of the Nashville Public Library is to provide information, programs, and reference assistance products to individuals, families, and the larger community so they can enjoy the benefits of reading and life-long learning.

**Goals**

**Information Explosion**  
By 2008, citizens of Nashville will experience a significant improvement in the quality and relevance of the library's collections to meet their information needs, as evidenced by:

- 2% increase in circulation
- 10% increase in electronic resource uses
- 5% increase in on-site use of library materials

**Digital Divide**  
By 2008, citizens of Nashville will have greater access to free computers as well as expanded opportunities for learning broad-based computer applications and electronic resources, as evidenced by:

- 3% increase # of on-site computer sessions (benchmark year - fy0304)
- 10% increase # of computer-related classes
- Percentage increase # of remote (virtual) visits

**Pre-School Literacy**  
By 2008, NPL will design and implement developmentally appropriate programs and training to support individuals, families and community agencies in order to help increase the pre-school literacy rate and ensure that the children of Nashville enter kindergarten ready to learn, as evidenced by:

- 3% increase in developmentally appropriate programs
- 2% increase in attendance at developmentally appropriate programs
- 1% increase of training sessions

**Neighborhood Services & Programs**  
By 2008, Nashville's neighborhoods will experience Nashville Public Library as a primary resource for responsive services and programs targeted to meet their specific educational and cultural needs, as evidenced by:

- 1% increase in neighborhood programs in Spanish
- 5% increase in neighborhood programs for teens
- 5% increase in neighborhood programs for adults & seniors
- 18% of hours library meeting spaces are utilized

**Efficiency**  
By 2008, more Nashvillians will experience timely access to free information and materials, as evidenced by:

- 2% increase in circulation
- 30% of NPL cardholders receiving available\* material within 48 hours
- 100% increase in self-check terminal activity

\*available-meaning on the shelf at the time the item was requested

**NOTE: The Strategic Goals of the Library Department are pending.**

www.nashville.gov Metropolitan Nashville / Davidson County FY 2008 Recommended Budget G - 2

# How to Use this Book

## Results Matter Agency Layout

**39 Library-At a Glance**

**Budget Change and Result Highlights FY 2008**

Recommendation	Result
Surplus Property Charge	\$ 1,200 Handling and disposition of surplus property
Internal Audit Charge	12,700 Delivery of internal audit functions including audits, advisory, financial control, and performance services
Increase in Special Purpose Funds	167,600
<b>TOTAL</b>	<b>\$503,400 (17.91) FTE</b>

5.. The department's highlights are presented on a program basis. Changes in funding and in FTEs are noted, along with the impact of that funding change on performance. If a department has had its data evaluated by Performance Measure Certification, those results are listed here as well.

6. Each program is listed in the budget pages. Every program has a statement of purpose – a "mini-mission" ....

**39 Library-At a Glance**

**Library Check-out Program**

The purpose of the Library Check-out Program is to provide circulating library material products to cardholders so they can receive materials requested in a reasonable timeframe.

**Results Narrative**

Proposed Change in Funding: \$0  
 Proposed Change in FTEs: 0  
 Proposed Change in Performance: No change in performance is expected in FY08. We expect annual circulation of library materials will remain the same at 4,156,832 in FY08.  
 Other: None

Program Budget & Performance Summary	2006 Budget	2006 Actual	2007 Budget	2007 1 <sup>st</sup> Half	2008 Budget
Program Budget: GSD General Fund	\$4,930,395	\$4,657,398	\$5,565,800	---	\$5,065,600
FTEs: GSD General Fund	121.82	121.82	122.82	---	122.82

**Results**

Percentage of cardholders who receive available materials requested in a reasonable timeframe (48 hours)

	2006	2007	2007 1 <sup>st</sup> Half	2008
	20%	33%	27.6%	52%
				40%

... a narrative describing the change in the program for FY08...

This presentation is designed to consistently present budgetary and performance information in a format that is easy for the eye to scan. For example, the FY07 first half column is primarily for performance information; first half FY07 financial information is not meaningful and therefore not presented.

Many departments have had strategic plans, and the accompanying measures, for several years; as a result, they have significant performance information to present. Other departments are new and are gathering baseline information in FY08. For a list of when agencies began presenting a program-based budget, please see the "Results Matter" section of the executive summary.

Most agencies report some actual performance data for the first half of FY07. Some are not reported because data was not collected, or the measure is an annual measure and the fiscal year is not complete, or for other reasons.

... and a table that presents the budget, full-time equivalent (FTE) positions by fund type (GSD General, USD General, and other Special Purpose Funds), and its key result measure.

8. The end of the financial information presents the budgeted headcount and full-time-equivalent (FTE) position information by fund and classification, along with the class number and pay grade of each. This is presented identically for all departments.

**39 Library-Financial**

	Class	Grade	FY 2006		FY 2007		FY 2008	
			Bud. Pos.	Bud. FTE	Bud. Pos.	Bud. FTE	Bud. Pos.	Bud. FTE
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	2	2.00	2	2.00	2	2.00
Admin Svcs Officer 1	02660	SR0600	1	1.00	0	0.00	0	0.00
Admin Svcs Officer 2	07243	SR0800	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	4	4.00	4	4.00	4	4.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	1	1.00	1	1.00
Archives Asst 1	07763	SR0400	4	2.16	4	2.16	3	1.83
Archives Asst 2	07764	SR0500	2	2.00	2	2.00	2	2.00
Archives Asst 3	07765	SR0600	1	1.00	1	1.00	1	1.00
Archivist	06802	SR1200	1	1.00	1	1.00	1	1.00
Bldg Maint Mechanic	02220	TG0800	1	1.00	1	1.00	1	1.00
Bldg Maint Supt	00842	TS1300	1	1.00	1	1.00	1	1.00
Bldg Maint Supv	07256	TS1100	1	1.00	1	1.00	1	1.00
Bldg Maint Worker	07257	TG0400	2	2.00	2	2.00	2	2.00
Circulation Asst 1	02900	SR0400	27	24.05	36	33.05	36	33.05
Circulation Asst 2	07767	SR0500	38	37.50	29	28.50	29	28.50

2006 Actuals	2007 Budget	2007 1 <sup>st</sup> Half	2008 Budget
69,794			
12,615			
4,166			
85,844			
34,870			
11,477	482,600		482,600
19,865	1,835,100		1,968,200
19,837	5,285,100		5,418,200
12,858	792,000		788,300
0	0		0
0	0		0
77,490	0		0
<b>9,979</b>	<b>21,248,400</b>		<b>20,577,200</b>
0	0		0
<b>9,979</b>	<b>21,248,400</b>		<b>20,577,200</b>
15,181	647,800		617,000
<b>Other Governments &amp; Agencies</b>			
Federal Direct	0	0	0
Fed Through State Pass-Through	0	0	0
Fed Through Other - Pass Through	0	0	0
State Direct	0	0	0
Other Government Agencies	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>651,500</b>	<b>705,936</b>	<b>647,800</b>
<b>Revenue</b>	<b>651,500</b>	<b>705,936</b>	<b>647,800</b>
<b>VENUE:</b>			
Tax	0	0	0
& Permits	0	0	0
Utilities	0	0	0
Property	0	0	0
<b>RAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ID TRANSFERS</b>	<b>936</b>	<b>647,800</b>	<b>617,000</b>

7. Financial pages are presented the same way for all departments.

# How to Use this Book

## How to Read Budget Book Financial Schedules (Revenue and Expenditure Object Groups)

### The Chart of Accounts

The budget is organized according to Metro's chart of accounts – the financial accounting and coding structure used in both the budget ordinance and this book. The chart of accounts is composed of funds, business units (BUs), and object accounts.

**Funds** are accounting entities with their own assets, liabilities, equity, revenues, and expenditures, for certain specific activities or to accomplish definite objectives. Funds may involve many agencies. Legal requirements or financial policies usually restrict our ability to move money between funds, so we cannot necessarily replace or fund operations in one fund with money from another fund. Likewise, in special purpose funds, we often cannot move money from one department to another.

Each fund is made up of one or more **business units** (BUs). BUs are the lowest levels at which we manage and/or report separate financial data; they represent an organizational unit, program, or activity within an agency and fund. A fund may have many BUs but each BU is associated with only one fund. BUs can also be grouped by **agency**. In Results Matter agencies, related BUs also form **programs** and **lines of business** that may cross funds.

**Object accounts** represent individual types and sources of revenues or uses of expenditures.

The Finance Department maintains detailed financial information by fund, business unit, and object account. However, this book presents the budget at a more understandable level by agency, fund (or groups of minor funds), and object group.

### Changes in Presentation

Changes in reporting requirements have caused many Transfers to Component Units (certain Metro agencies) to be now classified as Other Expenses. In FY 2005, the Finance Department split the General Government Grants Fund into individual departmental grants funds; these were and are classified as special purpose (specifically, special revenue) funds.

### How to Read the Financial Pages

Each agency's financial page presents a summary of revenues and expenditures for the department's operations in one of three fund types:

- The GSD General Fund,
- The USD General Fund, and
- Special Purpose funds (the combined total of annually budgeted enterprise, internal service, special revenue, and similar funds, although that money may not be interchangeable).

The top half of the page presents uses of money – expenses, expenditures, and transfers to other funds and component units of the government. The bottom half presents sources of money – revenues and transfers from other funds.

The difference between total expenditures and program revenues indicates how much the agency's programs depend on public money.

The remainder of this page, and all of the next, describe in order what is represented by the rows of the expenditure and revenue financial tables.

### OPERATING EXPENSE

**PERSONAL SERVICES** – Salaries and wages (regular, holiday injured on duty, leave, longevity, shift differential, and out of class pay, open range increases, overtime, perfect attendance), fringe benefits (auto allowance, dental, group health, group life, social security, pension, FSA pre-tax savings), and per diem & other fees (instructors, court reporter, game official, jury pay, legislative delegate, other per diem fees, poll workers, witness fees)

#### OTHER SERVICES:

Utilities – Electricity, gas, water, cable television

Professional and Purchased Services – Accounting, appraisals, architectural, auditing, demolition, dialysis, engineering, facilities management, investigators, laboratory, landscaping, legal, management and software consultants, project administration and management, subcontractors, administrative services, archiving, billing, bottled water, care of persons and animals, chipper service, collections, disposal, recycling, flight service, food preparation, grounds maintenance, hazardous waste disposal, health services, internet services, interpreters, janitorial, laundry, meter reading, other purchased services, personal contract service, pest control, property protection, recycling, sweeping, & towing

Travel, Tuition, and Dues – Local and out-of-town travel, parking, memberships, registration, & tuition

Communications – Pagers, postage and delivery, telephones, & subscriptions

Printing – Binding, printing, advertising, & promotion

Repairs & Maintenance Services – Repairs to and maintenance of vehicles, buildings, computers, office equipment, roads & streets, electrical, mechanical & plumbing systems, and other items

Internal Service Fees – Payments to Metro internal service funds for facilities management, information systems, fleet management, postal service, radio shop

#### OTHER EXPENSE –

Supplies and materials (various parts and supplies, fuel, books, clothing, computer hardware & software, food & ice, furniture, paint, repair & maintenance parts & supplies, signs, uniforms), miscellaneous other expenses & payments (bad debt, council reimbursements, court costs, damages & small claims, parking violation fees, refund errors), fixed charges (bank fees, deferred compensation payments, finance charges, fixed charges, insurance, interest expense, investment fees, rent, surety bonds), licenses, permits, & fees (alarm permits, auto emission tests, beer permits, drivers license, drug tests, elevator permits, food service permits, hazardous waste permits, notary, pharmacy license, software licenses, state water quality permits, underground tank fees, vehicle registrations, water pollution fees), taxes paid by Metro

# How to Use this Book

agencies (business, demolition, nursing home, personalty, professional privilege, & sales taxes), and grant contributions & awards made by Metro agencies to others (contract performance bonus, contributions and grants, employee awards, training stipend)

**PENSION, ANNUITY, DEBT, & OTHER COSTS** – Amortization expense, arbitrage rebate, bond sale expense, compensation for damages, debt service, dental claims, depreciation, discount on bonds, educational programs, health claims, interest expense, pension, principal retirement

**EQUIPMENT, BUILDINGS, & LAND** – Buildings, building improvements, capital outlay, computer equipment, furniture and fixtures, infrastructure, land, machinery, motor vehicles

**SPECIAL PROJECTS** – Budget allotment offset, budget intra-fund transfer, NCAC charges

**TRANSFERS TO OTHER FUNDS & UNITS** – Transfers and subsidies to other agencies, funds, debt service, environmental remediation, local grant match, and operational transfers

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**PROGRAM REVENUE** - Fees, charges, grants, and contributions specifically generated by or for services that the department provides. They are intended to fully or partially fund the specific program, and so reduce the net cost of the program to be financed from the government's general revenues. They may be generated either from the program's customers (like user fees) or from outside parties (like grants).

**Charges, Commissions, and Fees** – Charges and fees to customers made by Metro agencies for the services they provide, including enterprise fund charges, internal service fund charges, admissions, advertising, ambulance fees, appeals, concessions, data processing fee, day care service, disposal fee, drug testing, dumping, engineering fee, entry fees, external source recovery, fire hydrant inspection, golf cart rental, green fees, immunization fees, legal services, lobbyist registration, maps, Medical Examiner fees, medical services, membership fees, client reimbursements, parking, Police secondary employment, publications, radio repair, vehicle emission test fees, workshop fees, and court, court clerk, and elected officials' commissions and fees

Other Governments and Agencies – grants, donations, and other revenues from other governments and agencies, broken out as follows:

**Federal Direct** – Grants, revenues, and reimbursements that Metro receives directly from the Federal government such as Department of Justice revenue sharing, Medicare, SSI reimbursements, and other federal grants

**Federal Through State** – Federal grants, revenues, and reimbursements that Metro receives through the state, such as most Medicaid/TennCare

**Federal Through Other Pass-Through** – Federal grants, revenues, and reimbursements that Metro receives other than federal direct or federal through state, including some Medicaid/TennCare & Medicare

**State Direct** – Grants, revenues, reimbursements, and state-shared revenues that Metro receives from the state,

such as alcoholic beverage tax apportionment, drug enforcement, education appropriation, excise tax allocation, felony forfeitures, gas & fuel tax, gas inspection fees, post-mortem reimbursements, and Metro's share of the state sales tax levy

**Other Government Agencies** – Revenues from agencies of other governmental units

**Other Program Revenue** – Cash contributions from groups or individuals, sale of donated property, cost reimbursement, litigation settlement, premium for property loss, premium for self-insured liability, recycling rebate, sales of miscellaneous items, unapplied deposit, unclaimed property, vending revenue, bond proceeds, contributions of capital, easement rights, finance charges, Metro Investment Pool interest, notes proceeds, premium on bonds

**NON-PROGRAM REVENUE** – Revenues that are recorded by the Fastnet accounting system in the department's business units, but are not intended to support the department's programs. This includes:

**Property Taxes** – Real, personal, and public utility ad valorem taxes and payments in lieu of them.

**Local Option Sales Tax** – Local option sales taxes, Tennessee telecommunication sales tax

**Other Taxes, Licenses, and Permits** – Alarm permits, alcoholic beverage tax, beer permits, building & excavation permits, business tax, taxicab & wrecker license, franchises, hotel occupancy tax, marriage license, motor vehicle license, obstruction & street closure permits, sidewalk & right-of-way permits, solicitation permits, wholesale liquor tax

**Fines, Forfeits, and Penalties** – Civil fines, confiscated cash, court-ordered restitutions, recovered judgments, litigation tax, Metro court fines and costs, offender program income, traffic violation & DUI fines, vehicle tow-in fees, warrant fees

**Compensation From Property** – Abandoned vehicle auction, gain (loss) on sale of property, insurance & external source recovery, rent, subrogation recovery

**TRANSFERS FROM OTHER FUNDS AND UNITS** – Capital improvement plan, Council appropriations, debt service, environmental remediation, equity transfers between funds, Farmers Market subsidy, hospital subsidies, legal services, local match for grants, Police service, school program.



# Executive Summary

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## METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



Karl F. Dean, Mayor

July 2008

My Fellow Citizens:

I am pleased to present a final balanced budget of \$1,570,199,400 for the Metropolitan Government for the fiscal year 2009.

Current economic conditions, combined with other factors, have made this budget a very challenging one for Metro Nashville Government. For FY09 we expect very little growth in revenues. In fact, our revenues for FY09 are expected to be about the same overall as what we will collect in the current year. As we are not proposing a tax increase, this means few additional funds are available. Many of our core expenses, however, will continue to increase.

I am proud to be able to say that we have protected our priorities of education and public safety in this budget. At the same time, however, we have had to make some difficult decisions. Metro's department leaders and elected officials have worked extremely hard to identify areas of savings that will minimize any negative impact on their services to you. We have also looked carefully at departments that provide services to other government departments and have achieved significant savings from reorganizing many of their functions.

In the face of significant challenges, it is more critical than ever that we stay focused on what is most important to the Nashville community. In the coming year, we will continue to drive progress in these areas:

**Education** – *Every student in Nashville deserves the best education we can provide them.* This budget continues the progress we have made in recent years toward that goal. It funds the Metro Nashville Public Schools at a level of \$620.7 million, an increase of \$29.2 million from the prior year. This amount fully funds the request from Metro Nashville Public Schools for FY09, including funds for high priority projects. We are also providing \$500,000 in new funding through the Juvenile Court for a program to address truancy, an issue at the heart of the connection between public safety and education.

**Public Safety** – *We must continue to work to ensure that every neighborhood feels safe.* The overall crime rate declined in 2007 for the fourth year in a row, and Metro Nashville's overall crime rate is at its lowest point in 17 years. We have made great progress, but there is still much to be done. I am pleased that in the coming months our Police Department will be fully staffed for the first time in several years, which will help us to make Nashville even safer. We are also adding three new ambulances to the Fire Department, where we will be realigning resources to reflect the community's growing need for emergency medical service.



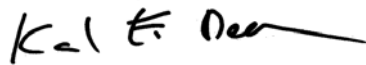
# Executive Summary

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I believe the challenging but fiscally prudent decisions we have made in this recommended budget will pay off, not just for the coming year, but for years to come. We have provided the funding our schools need. We have protected resources devoted to public safety, and we have acted in the best interest of everyone in the Nashville community by living within our means and by putting the services we provide the public before the services government provides itself.

As I present this budget, I do so with confidence that it will enable us to continue to make Nashville – an already great city – an even better place for families to live.

Sincerely,



Karl Dean  
Mayor

**Office of the Mayor**  
Metropolitan Courthouse  
Nashville, Tennessee 37201  
Phone 615.862.6000  
Fax 615.862.6040  
[mayor@nashville.gov](mailto:mayor@nashville.gov)

# Executive Summary

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## At a Glance

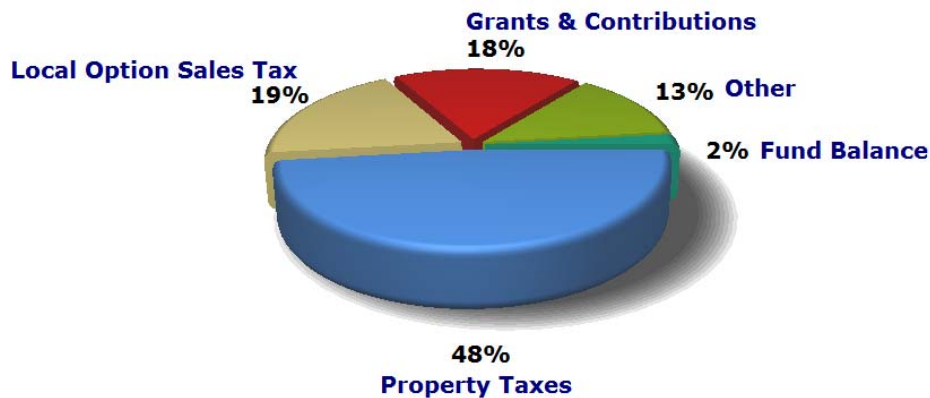
The \$1.57 billion FY 2009 budget for the Metropolitan Government's six budgetary (tax-supported) funds supports a wide range of public services. This budget represents a 1% increase over the FY08 budget.

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## Revenues

Where the Money Comes From

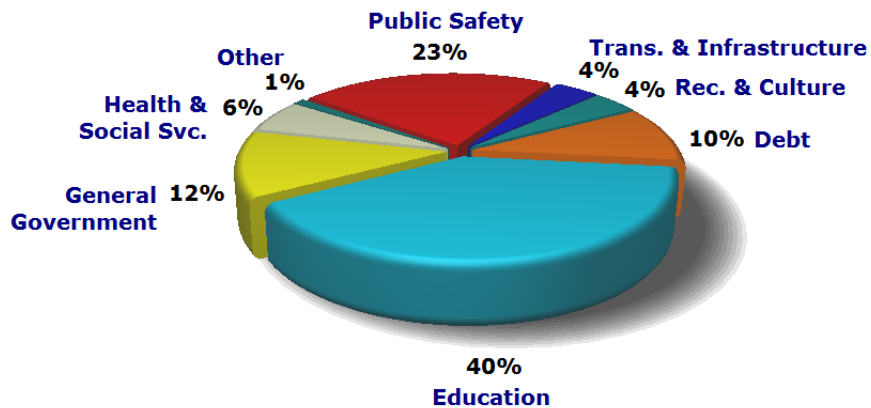
Total \$1,570,199,400



## Expenditures

Where the Money Goes

Total \$1,570,199,400





# Executive Summary

## Summary of the FY 2009 Budget – Six Budgetary Funds

	GSD General Fund	GSD Debt Service	GSD School Debt Svc	GSD School Fund	USD General Fund	USD Debt Service	Duplicated by Interfund Transfers	Total
<b>Estimated Revenues:</b>								
Property Taxes	\$346,440,000	\$78,076,300	\$27,664,200	\$218,622,700	\$79,206,300	\$13,036,700	-	763,046,200
Local Option Sales Tax	98,050,900	2,777,300	17,953,500	178,060,300	-	-	-	296,842,000
Grants & Contributions	76,708,600	2,100,000	-	195,290,300	4,784,300	-	-	278,883,200
All Other Revenues	170,557,500	13,193,700	4,086,500	9,524,700	16,454,100	4,060,200	(17,843,600)	200,033,100
Fund Balance Appropriated	-	1,408,800	10,722,000	19,264,100	-	-	-	31,394,900
Total Revenues	<u>\$691,757,000</u>	<u>\$97,556,100</u>	<u>\$60,426,200</u>	<u>\$620,762,100</u>	<u>100,444,700</u>	<u>17,096,900</u>	<u>(17,843,600)</u>	<u>1,570,199,400</u>
<b>Appropriated Expenditures:</b>								
General Government								
General Government	\$ 135,685,000	-	-	-	24,271,100	-	-	159,956,100
Fiscal Administration	25,631,700	-	-	-	-	-	-	25,631,700
Public Safety								
Administration of Justice	57,959,300	-	-	-	-	-	-	57,959,300
Law Enforcement & Jails	199,216,900	-	-	-	\$481,000	-	(481,000)	199,216,900
Fire Prevention & Control	47,227,500	-	-	-	\$60,139,700	-	-	107,367,200
Other								
Regulation & Inspection	19,461,300	-	-	-	\$843,400	-	-	20,304,700
Conservation of Resources	476,800	-	-	-	-	-	-	476,800
Health & Social Services								
Social Services	8,830,700	-	-	-	-	-	-	8,830,700
Health & Hospitals	84,095,700	-	-	-	-	-	-	84,095,700
Recreation & Culture								
Public Libraries	19,981,100	-	-	-	-	-	-	19,981,100
Recreational & Cultural	42,876,300	-	-	-	\$357,700	-	-	43,234,000
Infrastructure & Transportation	50,314,700	-	-	-	\$14,351,800	-	-	64,666,500
Education	-	-	-	620,762,100	-	-	(1,754,200)	619,007,900
Debt Service	-	97,556,100	60,426,200	-	-	\$17,096,900	(15,608,400)	159,470,800
Reserves	-	-	-	-	-	-	-	-
Total Expenditures	<u>691,757,000</u>	<u>97,556,100</u>	<u>60,426,200</u>	<u>620,762,100</u>	<u>100,444,700</u>	<u>17,096,900</u>	<u>(17,843,600)</u>	<u>1,570,199,400</u>
<b>Projected Surplus (Deficit)</b>								
	-	-	-	-	-	-	-	-

## Comparison of the FY 2008 and FY 2009 Budget Ordinances - Six Budgetary Funds

	FY2008	FY2009	Change	% Change
GSD General Fund	\$ 706,294,800	\$ 691,757,000	\$ (14,537,800)	-2.06%
GSD Debt Service Fund	97,786,900	97,556,100	(230,800.00)	-0.24%
GSD Schools Fund	591,546,200	620,762,100	29,215,900.00	4.94%
GSD Schools Debt Service Fund	61,057,900	60,426,200	(631,700.00)	-1.03%
USD General Fund	107,127,400	100,444,700	(6,682,700.00)	-6.24%
USD Debt Service Fund	19,231,400	17,096,900	(2,134,500.00)	-11.10%
Duplicated by Interfund Transfers	(23,316,100)	(17,843,600)	5,472,500.00	-23.47%
Total Budget	\$ 1,559,728,500	\$ 1,570,199,400	\$ 10,470,900	0.67%

# Executive Summary

## Introduction

This Summary and the remainder of this book present the Metropolitan Government's balanced \$1.58 billion operating budget for FY 2009. All funds are required to balance. As such, total anticipated revenues must equal the sum of budgeted expenditures for each fund. Revenues are derived from four sources: current revenue charges; increases in existing revenue charges; new revenue sources; and unallocated reserves carried forward from prior years.

## Budget Priorities

This budget continues our focus on developing a balanced budget that invests in Nashville's future and keeps taxes low. Our priorities for this budget are:

- To provide funding for public education
- To advance the safety of the Nashville community
- To protect direct services to the public as much as possible in making budget reductions
- To increase the openness and transparency of the budget

Changes from the FY 2008 budget are detailed in the "Highlights" of each department's narrative in this document. This information is also accessible via the Citizens' Guide to the Budget web site at [www.nashville.gov/citizens\\_budget](http://www.nashville.gov/citizens_budget).

## Public Education

School Fund Budget	
FY 2008	\$591.5 million
FY 2009	620.8 million
Increase	\$ 29.3 million

The public education budget was developed by the Metro Nashville Public Schools' administrative staff and initially presented in draft format to the Metro Nashville Public Schools Board of Education for review. After receiving input from community, parents, staff and students, the budget was reviewed, adjusted, and approved by the MNPS Board.



The increase in the budget of \$29.3 million represents a 4.9% increase in funding of schools over the FY08 funding level. The recommended budget provides full funding of the MNPS request using \$6.5 million in new local dollars as well as approximately \$19.2 million of the Schools' Fund Balance. This expense from reserves will still leave the schools in a very strong financial position, with remaining fund balance at more than 8% of budget.

The budget also includes \$13 million for improvements that will be finalized throughout the budget review and approval process.

Selected highlights of new operating budget items include:

- |                                      |              |
|--------------------------------------|--------------|
| • Salary Steps for Teachers          | \$ 4,573,000 |
| • Salary Steps for Support Staff     | 2,093,500    |
| • Opening New and Expanded Schools   | 2,878,900    |
| • Assessing Needs of Subgroups       | 3,822,000    |
| • Discipline and Student Support     | 1,516,000    |
| • Implementing Career Academies      | 1,624,400    |
| • Integrating Information Technology | 584,900      |

## Public Safety

Public Safety Budget	
FY 2008	\$381.7 million
FY 2009	361.5 million
Decrease	\$(20.2) million

Metro continues to focus on assuring that our citizens are safe by providing the necessary personnel, training, and equipment to our Public Safety programs. Highlights from selected departments include:



# Executive Summary

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## **Police**

The Police Department's operational budget for FY09 was reduced by 0.33%, or \$500,000. The department also received funds for two new School Resource Officers to staff the new Cane Ridge High School. The Department projects it will reach full staffing of its complement of 1,315 sworn officers in FY09.

## **Fire**

The Fire Department's operational budget for FY09 was reduced by 0.6%, or \$697,300. Fire continues to see demand for its services shift from fire suppression to emergency medical response (EMS). The FY09 budget for Fire recognizes that shift with the additional of 3 new EMS unites, at a cost of \$2.3 million and with 31 positions. Overtime funding is also increased by more than \$1.8 million to ensure training and responsiveness are maintained.

## **Juvenile Court**

The Juvenile Court's operational budget for FY09 was increased by 5.6%, or \$620,400. The Juvenile Court will launch a new truancy prevention & reduction effort in FY09 and was given an additional \$500,000 in their budget to do so. In addition the Court received \$103,700 and 2 positions to maintain gang probation specialists as a grant ends, and \$67,300 and 2 positions to support its Orders of Protection work.

## **Protect Direct Services**

Most of the departments and agencies of the Metro Government, including the courts and elected officials, received a reduction of approximately 5% in their FY09 budgets. Department and agency leaders worked closely with the Finance Department and Mayor during the preparation of the FY09 budget to identify reductions to their budgets that targeted their internal administration and protected to the extent possible direct services to the public.

This includes significant reorganization of functions provided by central service departments – that is, those departments that exist to support and provide services to the other departments in the Metro Government. These reorganizations will provide an estimated \$3 million in savings in FY09:

- Real Property Services in the Department of Finance
- Call Center in the Department of General Services
- Payment Services in the Department of General Services
- Shared Business Office in the Department of General Services

Detailed information about these reorganizations is included in their departmental budget book pages.

## **Increase Transparency**

The FY09 Budget includes two significant steps toward increasing the transparency and accountability of the budget process: the elimination of certain central functions as internal service fees, and establishing an application process for nonprofit organizations.

Beginning in FY2005 several central service departments were converted from receiving a general fund appropriation to internal service departments. This means their funding came from billing the departments and agencies that used their services. For FY2009, Finance, Human Resources, and Internal Audit have been moved from being internal service departments to once again receiving a general fund appropriation. This permits greater transparency around their budgets.

# Executive Summary

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Also beginning with the FY09 budget, direct appropriations of funds to nearly all specific nonprofit organizations have been eliminated. In their place there are three funds for which all nonprofits in the community are eligible to apply for funding:

- Domestic Violence Agencies - \$750,000
- Education and Afterschool Care - \$750,000
- Community Service Agencies - \$500,000

There will be a structured application process to access these funds, with careful attention to the results promised by the applicants in exchange for funding. This will permit Metro to work with very effective community nonprofits to meet urgent community needs in a manner that is transparent and accountable for performance.

**Pay Plan/Benefit Adjustments** The FY 2009 budget includes funds to pay employee increments due in FY2009. It does not provide for any across-the-board increases or for increases to employees classed as "open range." These funds have been budgeted centrally and will be distributed to departments' budgets during the fiscal year.

- Pay Plan Improvements (General Fund)      \$3,241,800

This budget also sets aside funding for benefit adjustments in anticipation of increased health insurance costs for employees and retirees effective in January 2009. These costs are budgeted centrally and will be distributed to departments' budgets during the fiscal year.

One trend of note is the reduction in the pension contribution rate that has been actuarially determined and set for FY09. Improved performance of the investments in Metro's pension fund means departments have to contribute less to the fund – and this means projected cost savings for FY09 of approximately \$7.8 million. These funds have been removed from departmental budgets per projected amounts.

## FTE Adjustments

The table below illustrates changes in full-time equivalent (FTE) counts for FY07 through the recommended FY09 budget.

<b>FTEs by Fund Group</b>			
	<b>FY07</b>	<b>FY08</b>	<b>FY09 (rec)</b>
General Services District	6,179.28	6,208.11	6,135.22
Urban Services District	784.00	778.00	733.00
<b>Total</b>	<b>6,963.28</b>	<b>6,986.11</b>	<b>6,868.22</b>

For FY 2007 the GSD showed a decrease in FTEs from the previous year while the Urban Services District (USD) stayed about the same. Significant changes in the GSD included a reduction of 10 positions in Police and nine in Public Works.

For the FY2008 budget, there were relatively small changes in FTEs across both the GSD and USD. In the GSD, increases included nearly 29 FTEs to staff new and expanded facilities in Parks and 4 FTEs for Police, primarily in support of their new automated records system. Decreases in the GSD included nine FTEs for Public Health and approximately 10 FTEs for Public Works. The reduction in the USD is 6 FTEs in Public Works.

For FY2009, there are significant changes in GSD and USD FTEs. There are reductions in 22 of 45 departments and increases in 7 other units. The largest reductions are in Parks and Public Works. Parks is cutting approximately 76 FTEs across the functions of their

# Executive Summary

department. Public Works is reducing staff by about 45 FTEs which will affect a variety of services provided by their department. More detailed information about the impact of these recommended reductions is available on the departmental budget pages. Positions are also being added to the GSD, principally through the transfer of Finance, Human Resources and Internal Audit to the general fund from an internal service fund.

## Revenues

The tone of any government's budget is always set by the availability of resources. Revenues and available fund balances must be able to support budgeted expenditures, and both the Metropolitan Charter and Tennessee Law prohibit deficit financing.

## Property Taxes

Property Tax Budget	
FY 2008	\$771.1 million
FY 2009	\$763.0 million
Decrease	\$ (8.1) million

The FY 2009 budget keeps property taxes at a comparable level to projected collections for FY08. This figure is approximately 1% lower than the FY08 budget. This budget keeps the overall property tax rates unchanged from FY 2008.

For FY09, .03 of tax revenue that was dedicated to support the general operations of the Urban Services District (USD) is transferred to support the debt service for the USD.

FY 2009 Property Tax Distribution (Rates per \$100 of Assessed Value)			
District	Fund	2008 Rate	2009 Rate
GSD (General Services District)	General	\$2.06	\$2.06
	Schools General Purpose	1.33	1.33
	General Debt Service	0.48	0.48
	Schools Debt Service	0.17	0.17
	Subtotal - GSD	\$4.04	\$4.04
USD (Urban Services District)	General	\$0.56	0.53
	General Debt Service	0.09	0.12
	Subtotal - USD	\$0.65	\$0.65
Combined USD/GSD rate		\$4.69	\$ 4.69

The combined USD-GSD rate is the total paid for property in the USD; property outside the USD is taxed at the GSD rate. Residents of the satellite cities within Metro pay the GSD rate plus the rate set by that satellite city.

## Local Option Sales Tax

Sales Tax Budget	
FY 2008	\$290.5 million
FY 2009	296.8 million
Increase	\$6.3 million

General slowing of economic growth continues to have an immediate effect on sales tax collections and secondary effects on other revenue sources. Taxable sales are expected to show continued but slight growth in FY 2009, with an increase over FY08 of about 2%.

The budget includes no change either in the rate of the 2.25% local option sales tax or in the current distribution of 2/3 (1.50%) to schools (including schools debt service) and 1/3 (0.75%) to general purposes. (By State law, at least 1/2 of the local sales tax must be allocated to schools.)

## Federal, State, and Other

Federal, State, & Other Gov't Agencies Budget	
FY 2008	\$279.4 million
FY 2009	277.7 million
Increase	-\$1.7 million

Budgeted Federal, State, and Other revenues are based on our best estimates of revenues from specific sources. This category also includes other revenues, reimbursements, and grants from other organizations.

# Executive Summary

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## Other Local Revenues

Other Revenues Budget	
FY 2008	\$226.2 million
FY 2009	219.1 million
Decrease	\$(7.1) million

Other Local Revenues include items such as motor vehicle licenses, traffic violation fines, parking fees, building and excavation permits, emergency ambulance fees, alcoholic beverage taxes and court fees. Transfers from other funds are also included in this category.

## Fund Balances

Fund Balance Appropriated	
FY 2008	\$15.7 million
FY 2009	31.4 million
Increase	\$15.7 million

Fund balances occur when revenues received are greater than expenditures. We normally see fund balances increase at the end of each year, and routinely appropriate some of that to support the next year's operating budget.

It is Metro's policy that fund balances as a percentage of expenditures for the General Fund should remain above the 5% minimum set by management to handle unanticipated contingencies. For the end of FY08 the unencumbered fund balance for the General Fund is projected to be approximately \$15 million, or 2.2% of the FY08 budget. General Fund balance is expected to increase slightly in FY09 during the normal course of business, and this administration has identified restoring fund balance to more appropriate levels as a priority for FY 2010.

As previously noted, the Schools operational budget for FY09 appropriates \$19.3 million of fund balance for use during the year. This appropriation is projected to leave the schools with an estimated fund balance for FY10 of at least \$52.7 million, or 8.4% of the FY08 budget amount.

## Conclusion

The FY 2009 budget continues to meet our objectives of strengthening public education and protecting the safety of the public while maintaining a balanced budget and low taxes.

## Strategic Issues

Two primary issues affect this budget: the economy and the state budget.

The increasing evidence that the national economy is entering, or has entered, a recession also suggests a slowdown for Nashville and the Middle Tennessee area for the immediate future. According to the *Economic Report to the Governor of the State of Tennessee* produced by the University of Tennessee in January 2008, the best-case scenario for the unemployment rate in Tennessee in 2008 is 5.1%, up a full 0.5% from 2007. Taxable sales are expected to grow a maximum of 3.5% for the year, and year-over-year sales tax revenue contracted in January 2008, suggesting a weaker growth pattern. Job growth in Tennessee was 0.7% in 2007, though metropolitan areas like Nashville have fared much better. Taking these projections into account, revenue estimates used in the FY09 recommended budget are essentially flat compared to projections of what will be collected for FY08.

In the longer term, Nashville's diversified economy should continue a pattern of relatively steady growth largely cushioned from the volatility experienced by many other metropolitan areas. Growth in jobs will continue to be driven by the growth of the service sector, with continuing losses predicted in the manufacturing sector across Tennessee, as in the nation as a whole. It is worth noting, however, that Tennessee has fared relatively poorly overall in comparison to the Southeastern region in job creation, placing 7<sup>th</sup> in the region for the decade 1997-2007. Further, for that time period Tennessee as a whole experienced 8.6% job growth compared to 12.4% for the nation as a whole. The full report can be found at <http://cber.utk.edu/tefslist.htm>.

The recommended budget submitted by Governor Phil Bredesen for the state of Tennessee for FY 2008-09 has the potential to have an impact on Nashville's budget, primarily through the provision of additional funds for preK-12 education and to support the operations of General Hospital. The Governor's

# Executive Summary

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recommended budget includes new funding of \$25 million for additional pre-kindergarten classes across the state as well as fully funding the growth outlined in the Basic Education Plan (BEP) at \$83.9 million and BEP 2.0 at \$86.5 million. Nonrecurring funding of \$35 million of support “essential access” hospitals is also included in the Governor’s recommended budget. The extent to which any of these funds will be provided to Metro will only be known once the budget is approved in Spring/Summer 2008. Information about the Governor’s recommended budget can be found at <http://www.tennesseeanytime.org/governor/Budget.do>.

## Strategic Planning & Performance Measurement

Since 2002 Metro Government has deployed a government-wide strategic planning and performance measurement initiative through the Office of Management and Budget in the Department of Finance.

The “Results Matter” initiative has introduced the managing for results methodology into the systems and culture of the Metro government. It provides tools and data necessary to support every employee to focus on delivering results for customers. Benefits of this initiative include:

- Performance information is made available to help managers make better business decisions
- The budget is organized around programs and links budgeted dollars to results
- The culture of the agency can be more tightly focused on producing results for customers – and not on internal processes
- The organization becomes aligned so that employees at all levels know how they contribute to the overall goals of the department
- Better results are produced for citizens

Departmental strategic business plans and performance are reviewed, tracked, and reported to citizens, employees, and Metro’s leadership to support more informed decisions at all levels of the organization.

In 2007 Metro published the FY2006 Metro Performance Report, the first such report Metro has produced in 30 years. This report is available at the Citizens’ Guide to Metro’s Performance, [www.nashville.gov/performance](http://www.nashville.gov/performance).



Metro’s FY06 Performance Report received a Certificate of Excellence in Service Efforts and Accomplishments (SEA) from the Association of Government Accountants (AGA). Metro Nashville is one of only 12 governments nationwide – and one of only three east of the Mississippi River – to receive this award.

### Performance Measure Certification

Since Metro is focused not only on measuring performance, but on using that performance data to inform decisions, it is important to make sure that the measures used by departments are documented and reliable. To ensure their validity, every key result measure reported by a department for FY2007, the year most recently completed, was tested for certification by the Performance Measure Certification team of the Office of Financial Accountability. In March 2008, the PMC team issued its fourth annual *Performance Measurement Certification Report*, providing an assessment of FY07 performance data.

The chart on the following page lists the departments who have been part of the Performance Measure Certification process through FY2007. If their data was evaluated, both the percentage of programs with certified measures and of budget dollars with certified measures are listed; if they were not eligible to participate in a given year’s review, that year is marked with “NA”.

The FY2007 Performance Measure Certification Report is available at <http://www.nashville.gov/finance/docs/accountability/pmc/PMC-Report-FY07-Final-32108-Consolidated.pdf>

# Executive Summary

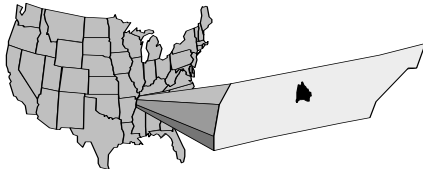
Departmental Certification Percentages						
Department	% of Programs Certified			% of Budget Dollars Certified		
	FY2005	FY2006	FY2007	FY2005	FY2006	FY2007
<i>Error Allowance</i>	$\pm 5\%$	$\pm 2\%$	$\pm 2\%$	$\pm 5\%$	$\pm 2\%$	$\pm 2\%$
Codes Department	NA	33%	50%	NA	20%	38%
Election Commission	NA	NA	75%	NA	NA	66%
Emergency Comm. Center	NA	90%	60%	NA	92%	73%
Finance Department	80%	88%	86%	78%	83%	91%
Fire Department	73%	80%	87%	53%	95%	98%
General Services	80%	71%	94%	40%	55%	79%
Health Department	100%	89%	96%	100%	97%	91%
Human Relations	NA	NA	0%	NA	NA	0%
Human Resources	46%	54%	69%	13%	41%	91%
Information Technology	71%	50%	86%	57%	38%	82%
Justice Integration Services	50%	29%	57%	59%	43%	75%
Juvenile Court	NA	63%	81%	NA	71%	97%
Law Department	NA	0%	67%	NA	0%	93%
Library	92%	92%	100%	93%	93%	100%
Metro Transit Authority	73%	87%	100%	95%	97%	100%
Municipal Auditorium	NA	NA	25%	NA	NA	11%
Nashville Career Adv. Center	100%	100%	67%	100%	100%	94%
Parks	NA	NA	76%	NA	NA	73%
Planning Department	71%	57%	43%	82%	75%	35%
Police Department	80%	80%	100%	87%	89%	100%
Public Works	94%	94%	88%	97%	98%	93%
Sheriff	NA	0%	0%	NA	0%	0%
Transportation Licensing	NA	NA	100%	NA	NA	100%
Water Services	82%	82%	68%	88%	90%	83%
<b>All Departments</b>	<b>80%</b>	<b>69%</b>	<b>75%</b>	<b>79%</b>	<b>77%</b>	<b>82%</b>



# Metro Nashville and its Budget

## Metro Government

The Metropolitan Government was formed in 1963 with the merger of the governments of the former City of Nashville and Davidson County. Metro Nashville is a friendly, progressive city with a diverse economy, strong transportation links, and many institutions of higher education. It is the capital of Tennessee, the largest city in the mid-state, and the hub of an area of 1.23 million residents.



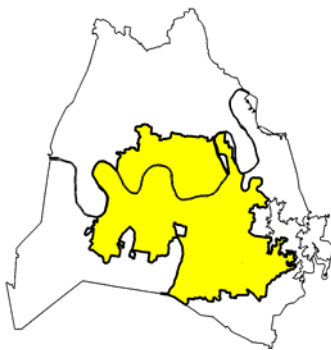
As a consolidated government, Metro provides all services and performs all functions normally associated with Tennessee city and county governments. This also means that the government and its budget are more complex than those of most other cities and counties.

## Services Districts

The Charter requires that Metro's operating budget be divided into two districts: the **General Services District (GSD)** and the **Urban Services District (USD)**. The GSD is synonymous with Davidson County; the USD comprises the old City of Nashville plus certain areas added since Metro was formed.

The geographic areas, purposes, and functions of these two districts determine the way services are budgeted and provided in Metro. The two districts relate services provided to taxes paid. The GSD receives a base level of services; its property is taxed at the GSD rate to fund these services. The USD receives more of certain services, which are funded by an additional USD rate to fund those services.

The General and Urban Services Districts in a Nutshell



District	GSD	USD
<b>Size</b>	533 square miles 569,891 people (2000 census)	169 square miles 393,907 people (2000 census)
<b>Services</b>	General government, financial management, schools, justice administration, law enforcement & incarceration, basic fire & ambulance, regulation & inspection, social services, health, hospitals, libraries, public works, traffic control, recreational & cultural.	GSD services plus additional police protection, additional fire protection, and additional public works (refuse collection & street lighting)

A variety of services are provided to Metro citizens directly by the federal, state, and other local governments. This book does not cover those services. However, information on them is available from various web sites.

- For federal services, see the U.S. Government FirstGov site at [www.firstgov.gov/](http://www.firstgov.gov/).
- For state services, see <http://www.tennesseeanytime.org/government/agencies.html>

- For any of the seven satellite cities within Davidson County, some basic information is provided under the listing for Satellite Cities in the Glossary (Appendix 3). For more current and detailed information, contact the satellite city directly.
- For additional information on the Board of Education budget, see their web site at <http://www.mnps.org> and to see the "2008-09 draft budget" link to <http://www.mnps.org/Page32573.aspx>

# Metro Nashville and its Budget

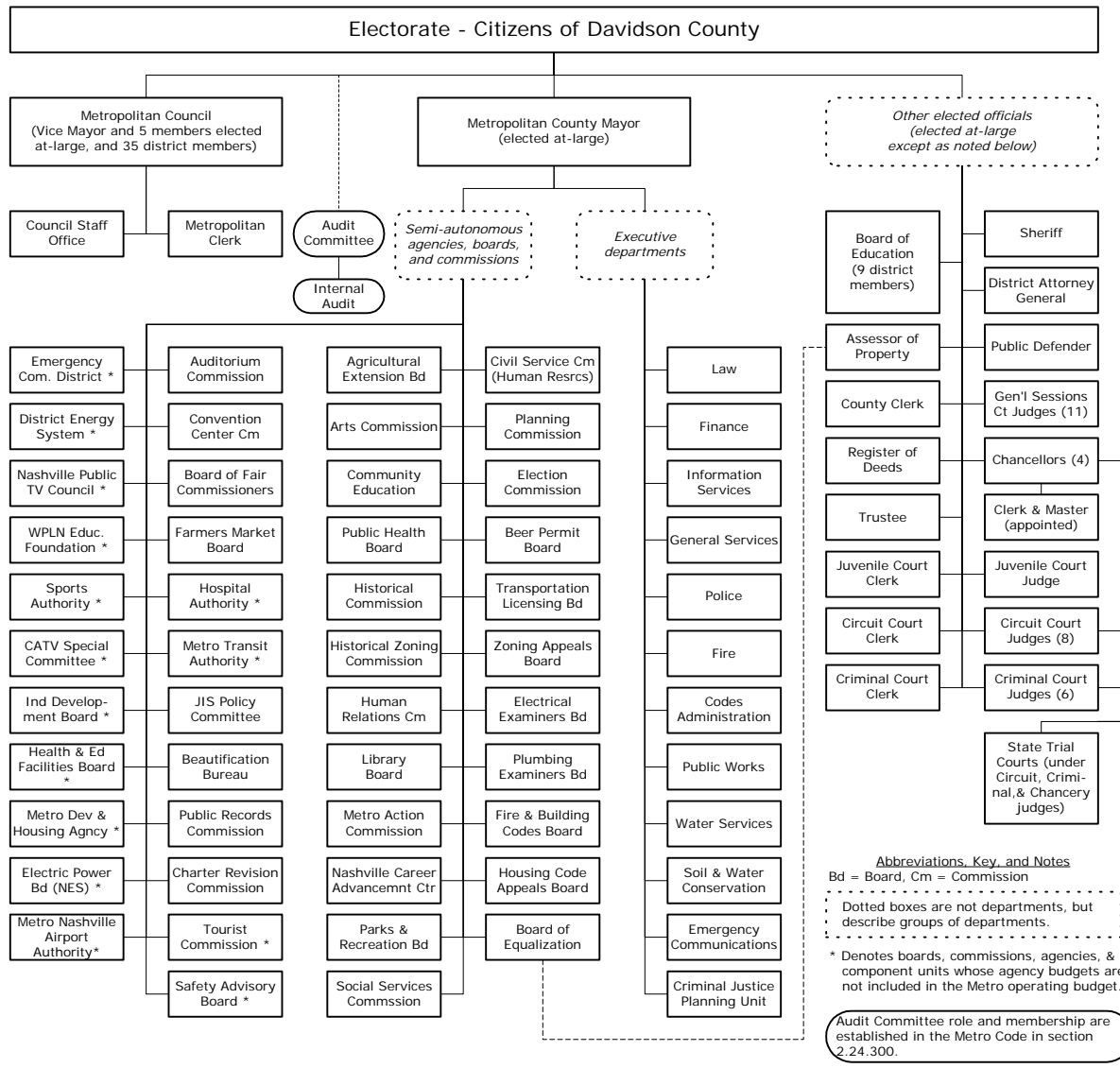
## Organization Structure

The following organization chart presents a high-level view of Metro's structure. The structure of each department is shown in that department's budget description, later in this book.

Metro has a "strong-mayor" form of government, in which the popularly-elected mayor is the city's chief executive and is independent of the Council.

Both the Mayor and Council are elected on a nonpartisan basis.

Within this framework, operations are conducted by executive departments (reporting to the Mayor), independent elected officials (including the elected Board of Education), and appointed boards, commissions, and agencies. The variety of elected officials, boards, and commissions facilitate citizen involvement in the government's operations.



# Metro Nashville and its Budget

## Financial Organization

Since the budget is a financial planning and policy document, it is organized according to Metro's financial accounting and coding structure. That coding structure – the chart of accounts – corresponds roughly to the government's administrative organization and service structure, while meeting the legal and accounting requirements of the government. It forms the basis for Metro budgeting, accounting, and financial reporting, and is used in both the budget ordinance and this book.

The entire budget is organized by fund. Revenues of each fund are organized by type and source. Expenditures of each fund are organized by business units, object codes, classifications, and positions.

## The Fund Structure

A "fund" is an accounting entity with assets, liabilities, equities, revenues, and expenditures, held separate in the budget for certain specific activities or to accomplish definite objectives.

## Budgetary Funds

Most of Metro's tax dollars are deposited into and spent out of six basic funds in the two districts:

- GSD General Fund (fund number 10101)
- GSD Debt Service Fund (20115)
- Schools (MBOE) General Purpose Fund (35131)
- Schools Debt Service Fund (25104)
- USD General Fund (18301)
- USD Debt Service Fund (28315)

These six budgetary funds provide the basic local government services to Davidson County. They are financed primarily through sales and property taxes, and their expenditures are controlled based on appropriations in the budget ordinance.

The two *General Funds* provide for the traditional operating services of the government. These funds receive property and sales taxes, charges for services, fees, fines, penalties, and other revenues.

The three *Debt Service Funds* finance the payment of interest and principal on long-term general obligation debt of each district. By Charter, debt service budgets must be sufficient each year to pay the principal and interest due on outstanding bonds.

The *School Fund* is Metro's biggest special revenue fund (described more generically below). It receives a dedicated portion of the property tax and, by state law, a portion of the local option sales tax. This fund's expenditures are budgeted and controlled by the Metropolitan Board of Public Education (MBOE) for the Metropolitan Nashville Public Schools (MNPS).

The two districts and six funds make it possible to allocate taxes and services in each district and fund. Revenue collected for each district can be spent only for purposes prescribed for that district. After the budget is passed, appropriations cannot be transferred between funds and/or districts except as specifically authorized in the budget ordinance.

## Non-budgetary Funds

Metro uses other types of funds for special purposes. Non-budgetary fund expenditures are limited to revenues received by and balances in each fund, rather than appropriations. Monies in these funds generally cannot be used to support other funds. Non-budgetary funds include:

*Internal Service Funds* provide services to Metro departments on a cost reimbursement basis.

*Enterprise Funds* provide services to the public on the same basis. The primary enterprise funds are the Hospital Authority, Farmers Market, State Fair, Municipal Auditorium, Community Education and Water Services funds.

*Capital Projects Funds* account for costs related to capital projects. These are not generally included in the operating budget.

*Permanent Funds* and *Fiduciary Funds* account for monies held for others. These are not generally included in the operating budget.

*Special Revenue Funds* account for the proceeds of specific revenue sources that are legally restricted for expenditure for specified purposes. These include the Schools Fund (mentioned above), Waste Management, grants, and the General Fund Reserve Fund (usually called the Four Percent Reserve Fund).

## Accounting & Budgeting

This budget conforms to guidelines of the Charter and standard municipal budgetary practices, while the year-end *CAFR* conforms to governmental Generally Accepted Accounting Principles (GAAP), so they are not strictly comparable to each other. Specifically:

- This budget recognizes that Metro operates in two general funds, as required by the Charter and Tennessee law. Governmental GAAP recognizes only one general fund per government.
- This budget treats transfers to and from any fund as revenues and expenditures, respectively, of that fund. Governmental GAAP classifies them as "Other Sources & Uses of Funds".
- This budget does not include certain "component units" that are required to be included in the *CAFR*.

# Metro Nashville and its Budget

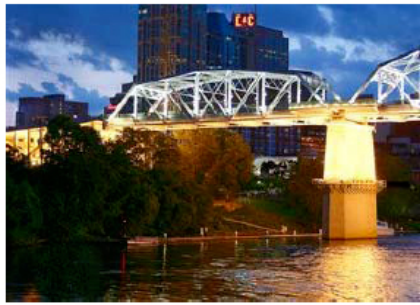
## The Budget Process

The Operating Budget, Capital Improvements Budget (CIB), and Capital Plan are developed through a multi-step information gathering and priority setting process that establishes objectives and priorities of the city and creates a financial plan for the operations of the government for the fiscal year. The Charter defines much of the process. The Mayor's Office, Finance Department, Office of Management & Budget (OMB), agency officials, and the Metropolitan Council are key participants. The FY 2009 budget calendar is, as scheduled:

November 2007 – The OMB projected departments' operating baseline expenditure budgets based on their FY 2008 budgets.

December 3 – The Finance Department held a budget kickoff meeting with agency heads and financial managers to introduce the budget process.

December 4 – Operating and capital budget instructions and forms were released to departments on the "Inside Metro" WEBudget intranet site.



December 4, 2007 through January 4, 2008 – Departments submitted their operating and capital budget proposals and revenue estimates to the OMB and the Planning Commission in the WEBudget system.

January 22 through February 8 – The Finance Director met individually with agencies and OMB staff to discuss budget issues and priorities.

February 26 through March 5 – The Mayor and Finance Director held hearings with agency heads to discuss budget priorities.

March 25 – The Mayor's Office, Finance Director, and OMB completed and filed the Mayor's Recommended Operating Budget and tax levy ordinances.

March 25 – Mayor Karl Dean and Finance Director Richard M. Riebeling presented the Mayor's Recommended Operating Budget to the Council.

March 25 – Charter deadline to file the operating budget and tax levy ordinances.

April 1 – First reading of the Mayor's Recommended Operating Budget and tax levy ordinances by the Council.

May 15 – Charter deadline to file the CIB.

May 20 – First reading of CIB by the Council.

June 3 – Second reading of the Mayor's Recommended Operating Budget and tax levy ordinances by the Council; public hearing on the operating budget; public hearing and adoption of the CIB on second reading.

April through June 2008 – The Council's Budget and Finance Committee is scheduled to hold hearings with agency heads to review their recommended operating budgets.

June 10 – Third and Final reading scheduled to adopt the CIB.

June 15 – Charter deadline for the Council to pass the CIB.

June 24 – Third and Final reading is scheduled; the Council is scheduled to adopt a substitute Operating Budget ordinance (with changes to the Mayor's Recommended Budget), the recommended tax levy

ordinance, and the Urban Council resolution.



June 30 – Charter deadline for the Council to pass balanced budget and property tax levy ordinances.

July 1, 2008 – June 30, 2009 – Fiscal year 2008–09. Agencies provide services to customers and citizens. The budget may be amended as permitted by the Charter, the budget ordinance, and internal controls.

Late 2008 – An Independent CPA firm conducts the annual audit for FY 2008.

Late autumn 2008 – The Division of Accounts issues the *Comprehensive Annual Financial Report (CAFR)*, summarizing the government's financial condition and results of operations for Fiscal Year 2008.

This process is very public. All budget hearings and council meetings are televised by the Metro 3 Government Access Channel and by internet streaming video. Budget documents, the CAFR, and streaming video are available at [www.nashville.gov](http://www.nashville.gov).



# Metro Nashville and its Budget

## Financial Policies

The budget is governed by policies set out in the Charter and by executive decision. These policies are enforced by the Department of Finance through ongoing processes, internal control systems, special analyses, and in the annual independent audit.

The primary fiscal policies stated in the Charter are:

- **Fiscal year** - The fiscal year begins on July 1 and ends on the following June 30. (Charter §6.01) By custom, each fiscal year can be referenced in two ways: by using both years (e.g., "2007-2008") or by the calendar year in which the fiscal year ends (e.g., "FY 2008" for 2007-2008).
- **Budget Preparation** - The budget process (described on the previous page) must begin by December 1. All officers and agencies must furnish such information as the Finance Director requests in the format he or she specifies. Agencies are entitled to a hearing before the Director on any contemplated changes in their budgets (§6.02); this is assured through the Mayor's budget hearings, in which all departments are generally asked to present their budgets to the Mayor and the Director. Operationally, most budget preparation is coordinated by the Office of Management and Budget (OMB).
- **Scope of the Operating Budget** - The budget ordinance is organized by district, fund, and account number. Each fund's budget must be balanced: estimated revenues plus estimated fund balances must cover all budgeted expenditures (§6.03).
- **Public Inspection** - The Mayor's recommended budget is submitted to the Council by March 25 as an ordinance accompanied by a transmittal message. The Metropolitan Clerk publishes the ordinance's revenue and expenditure summaries in major local newspapers. The operating budget, the capital improvements budget, the budget message, and all supporting schedules are public records in the Office of the Metropolitan Clerk and are open to public inspection (§6.04). The OMB also prepares a Recommended Budget Book, intended primarily for the Council but also useful to the media and the public, containing more information on the recommended budget. Copies of the ordinance are available in the Clerk's office and from the Finance Department; the budget is available at [www.nashville.gov/citizens\\_budget](http://www.nashville.gov/citizens_budget).
- **Council Hearings** - Once in the Council's hands, the budget goes through three readings. Between first and third readings, the Budget and Finance Committee holds a public series of departmental hearings, and the Council holds a Charter-mandated hearing for public comment (§6.05).
- **Council Action** - The Council may approve the Mayor's budget, amend it, or create a substitute. They cannot change revenue estimates except to correct errors. A balanced budget must be approved by midnight June 30, or the Mayor's budget and proposed tax rate take effect by default (§6.06).
- **Authorized Spending** - Departments cannot overspend their budgets. The amount set out in the adopted operating budget for each organizational unit, purpose, or activity constitutes the annual appropriation for such item; no expenditure shall be made or encumbrance created in excess of the otherwise unencumbered balance of the appropriation or allotment to which it is chargeable (§6.06).
- **Property Tax Levies** - The budget is accompanied by a property tax levy ordinance that sets a tax rate sufficient to fund the budget (§6.07).
- **Allotments** - Annual appropriations are divided into quarterly allotments based upon estimated needs (§6.08).
- **Administrative Impoundments** - Unencumbered funds in each account at the end of each quarter may be un-allotted through "administrative impoundments". These are merely allotment adjustments, not the "charter impoundments" discussed immediately below in §6.09.
- **Impoundment of Funds** - If the Finance Director certifies that the revenues or other resources actually realized for any fund are less than was anticipated and are insufficient to meet the amounts appropriated from such fund, the Mayor is obligated to impound such appropriations as may be needed to prevent deficit operation (§6.09). Such impoundments reduce appropriations and allotments in order to keep the budget balanced.
- **Additional Appropriations** - The Council may make appropriations in addition to the current operating budget, but only from an existing unappropriated surplus in the fund to which it applies (§6.10). This is done by resolution based on available fund balance or previously-unbudgeted revenue.
- **Intradepartmental Budget Transfers** - Funds may be transferred within a department's expenditure budget by the department head and the Mayor, and are available for use when allotted (§6.11). As an administrative matter, the Deputy Finance Director also approves the transfer.
- **Interdepartmental Budget Transfers** - At the end of any quarter, the Council may by resolution transfer the unencumbered balance of any appropriation (or any portion thereof) to another appropriation within the same district and fund (§6.11).
- **Lapse of Appropriations** - At the end of the fiscal year, all unencumbered balances of appropriations in the current operating budget lapse into the unappropriated fund balance or reserves of the fund or funds from which such appropriations were made (§6.12). Unencumbered appropriations cannot be carried over from one fiscal year to the next.
- **Capital Improvements Budget Preparation** - By March 1, the Planning Commission shall begin to prepare a Capital Improvements Budget (CIB). The CIB includes a program of proposed capital expenditures for the ensuing fiscal year and the next five fiscal years thereafter, accompanied by the Commission's report and

# Metro Nashville and its Budget

recommendations with respect to the program. By May 15, the Mayor shall submit the CIB to the Council and shall recommend those projects to be undertaken during the ensuing fiscal year and the method of financing them, and shall include in the appropriate current operating budget any projects to be financed from current revenues for the ensuing fiscal year. By June 15, the Council shall accept, with or without amendment, or reject, the proposed program and proposed means of financing (§6.13).

- **Capital Improvements Budget Expenditures** - Expenditures for the construction of any building, structure, work or improvement must be included in the CIB, except to meet a public emergency (§6.13).
- **Capital Improvements Budget Amendments** - Amendments to the CIB may be made by recommendation of the Mayor, Planning Commission, and two-thirds vote of Council (§6.13).
- **GSD General Fund Reserve (Four Percent Reserve Fund)** - Four percent of original revenues are deposited to the Four Percent Reserve Fund. The Mayor and Council may appropriate money from this fund by resolution for the purpose of equipment for any department that derives its operating funds from the general fund budget (§6.14).
- **Advance Planning and Research Fund** - The APR Fund, established for the use of the planning commission to prepare plans for capital projects and studies and research, must be at least \$50,000 at the start of each year (§6.14).
- **USD General Fund Reserve** - The Council has not exercised its ability to create a contingent reserve fund not to exceed five (5%) percent of the general fund revenue of the USD (§6.14).
- **Post Audit** - The Council shall provide annually for an independent audit of the accounts and other evidences of financial transactions of the government and of every department, office and agency. The audit shall be made by a certified public accountant (CPA) or firm of CPAs thoroughly qualified in governmental accounting to perform the audit; the auditor shall be chosen by a three-member audit board consisting of the presiding officer of the Council, the chairman of the finance committee of the Council, and the chairman of the board of education. The audit report shall be available to the public and to the press. In addition, the Council may at any time order an examination or special audit of any department, office or agency of the government (§6.15).
- **Mayor's veto power** - The Mayor has line-item veto power, that is, the ability to reduce or veto specific appropriations or parts of appropriations within an ordinance. The Council may override such a veto by the affirmative vote of 28 members (§5.04). The veto power has been rarely used.
- **Bond Issues** - Bond issues and debt service shall be prepared and administered in accordance with Article 7 of the Charter (§7.01 et seq.).

- **Transfer of School Funds Within School Budget** - Within the constraints of general law, the Metropolitan Board of Public Education (MBOE) has authority over the distribution of, and transfer of funds within, its budget (§9.12).
- **Referendum as to School Budget** - the MBOE may initiate a referendum to levy additional property taxes for schools (§9.04(3)).
- **No Diversion of School Funds** - No funds that are appropriated for the use of, or transferred to, the school system shall be diverted from that use for any other purpose (§9.11).
- **Transfers to School Fund from General Funds; Borrowing Money** - The Council and the Mayor may advance cash or transfer monies from the general fund to the school fund, provided the advance or transfer is reimbursed the following year (§9.13). An advance involves a loan of cash with the establishment of an asset (a receivable or a "due from") on the books of the loaning fund and a liability (a debt or a "due to") on the part of the recipient. A transfer would include appropriation of one fund's revenues or fund balance to another, handled through the budget as if it were an expenditure to one fund and a revenue (or source of operating resources) to the other.

Other important policies include:

- **Funds Budgeted** - The budget ordinance and book contain annually-budgeted governmental operating funds, debt service funds, enterprise funds, internal service funds, and special revenue and other grant funds with fiscal years beginning July 1. It does not include grant funds with non-Metro fiscal years, capital projects, bond funds, fiduciary funds, permanent funds, component unit funds (unless the component unit receives significant general fund money), and other funds with multi-year budgets. The budgets of funds that are not included in the annual operating budget are approved through other processes as required by law.
- **Basis of Budgeting and Accounting** - All annually-budgeted funds are budgeted using the current financial resources measurement focus and the modified accrual basis of accounting.

Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the fiscal year or soon enough thereafter to pay liabilities of that year (collected within 60 days of the end of the fiscal year). Property taxes, franchise taxes, licenses, interest, and certain portions of special assessments associated with the fiscal year are accrued. All other revenue items are considered to be measurable and available only when Metro receives the cash.

# Metro Nashville and its Budget

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to non-vested sick pay, compensated absences and other long-term commitments and contingencies are recorded only when payment is due.

Actual revenues and expenditures of governmental funds are presented in this book using the same modified accrual basis. Actual revenues and expenditures of proprietary funds are presented using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year in which the levy is assessed. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

- Accounting and financial reporting shall conform to generally accepted accounting principles (GAAP) for governments as promulgated by the Governmental Accounting Standards Board (GASB), the federal Office of Management and Budget, the federal Comptroller General, and the State of Tennessee.
- Current operating costs will be financed by current operating revenues. Only capital goods will be financed by long-term debt, and then only as provided by the Charter. The government shall refrain from using nonrecurring revenue to fund ongoing operations of the three operating funds. Nonrecurring revenue shall be those funds not normally accrued to the benefit of the operating funds each year, including transfers from special, enterprise, and internal service funds. Any nonrecurring revenue received shall be utilized to fund activities that do not require ongoing funding or to build reserves. To protect the financial position of this government in the event of unexpected emergencies or unforeseen downturns in revenue collection, fund balances will not be appropriated in any budgetary fund unless the audited unreserved undesignated fund balances of that fund are at least 5% of the fund's budgeted expenditures. (Resolution R89-959 adopted 11/21/1991).
- The government will strive to maximize service efficiency and effectiveness to its citizen taxpayers in a manner consistent with practices of sound financial management.
- Revenue estimates will be realistic and accurate without being optimistic. Operationally, this means that estimates will be based on objective judgment and should be 95% to 100% of actual collections without exceeding those actual collections.
- The government will not commit to programs with significant future costs without first identifying those costs and the sources of funds to finance those programs.
- Generally, the government will not use local funding to make up for lost state and federal categorical grants.
- Adjustments and amendments to the operating budget will be done in accordance with provisions of Article 6 of the Charter.
- Staffing levels will be limited to final position counts and FTEs noted in this book. Exceptions to this policy (as for new grant-funded staff) are strictly regulated by the Finance Department.
- USD tax-supported debt will be no more than 15% of the total assessed valuation of USD property, per § 7.08 of the Charter.
- Capital expenditures are authorized through an annual Capital Plan. Major capital expenditures for General Fund departments shall be funded through issuance of bonds or notes. Smaller capital expenditures for GSD General Fund departments shall be made from the Four Percent Reserve Fund. Capital expenditures for grants will be made through the grant's operating budget. Capital expenditures for enterprise and internal service fund operations will be made from those funds.
- The Four Percent Reserve Fund will maintain a minimum fund balance of \$1,000,000: \$500,000 by Administration policy and an additional \$500,000 by Council policy.
- The government will control costs by appropriate competitive bidding (as specified in the purchasing ordinance).
- Investments shall be made in conformance with the government's investment policy (available at [www.nashville.gov](http://www.nashville.gov)) and instructions given to the government's investment manager. Those documents establish a hierarchy of objectives of (1) preserving principal, (2) maintaining liquidity, and (3) maximizing return. They also define allowable types of investments, required collateralization, custody, internal controls, diversification, and operation of the metro investment pool.
- Indirect Cost Planning and Recovery - Where allowable under Federal, State and Local statutes and grant regulations, Metro departments and agencies shall develop an annual indirect cost recovery plan [which] must include both cost identified in the Local Cost Allocation Plan (LOCAP) and departmental indirect cost allocations. Indirect costs must be recovered when funding is made available through reimbursement or draw-down processes, in accordance with the terms of each departmental indirect cost rate proposal or cost allocation plan and applicable Federal, State and Local grantor's regulations. Departments and agencies shall make provisions for indirect costs in their grant budgets both during the application submission and in the general ledger. ... Funds collected from grantors for indirect cost recovery shall be deposited into the General Fund based on guidance provided by the Finance Director or his designee.

# Metro Nashville and its Budget

- Debt Management Policy establishes the objectives and practices for debt management within Metro and assists concerned parties in understanding Metro's approach to debt management. A more detailed overview of the Debt Management Policy can be found with the Debt Service Fund pages in Section H.
- Self Funding Policy establishes uniform guidelines for use of self funding as a designated funding source for capital assets that are determined to either provide cost savings to Metro to cover the cost of funding assets or provide specific benefits to one or more agencies such that the cost for an asset should be recovered from the operating budgets of the beneficiaries.
- Disallowed Cost Policy provides guidelines on ensuring costs charged to grants are allowable and an appropriate course of action in situations where costs are questioned.
- Grant Drawdown and Reimbursement Policy ensures that Metro departments and agencies that are grant recipients receive revenue as early and as often as is allowable under the terms of the grant contract.
- Grants Management Policy establishes the responsibilities of the Metro departments and agencies as well as the Division of Grants Coordination in developing funding opportunities that are well suited to local needs while controlling costs associated with financial assistance.
- Unclaimed Property Policy establishes uniform guidelines across Metro for the disposition of unclaimed property.

## Budget Overview

The following pages provide background information on Metro's revenues and ongoing expenditures. Revenue projections and expenditure changes are discussed in the Executive Summary at the beginning of this section.

## Revenues

Deficit financing is prohibited by both Tennessee Law and the Metropolitan Charter; expenditures must be matched by equal dollars of revenue and appropriated fund balances.

The operating budgets for the GSD and the USD are supported by a variety of revenue sources. The primary sources are presented in the Executive Summary pie chart on page A-3 and table on page A-4. The primary sources are discussed on the following pages.

Detailed revenue projections are included in the budget ordinance, included in the Executive Summary. Recent revenue trends can be seen in Appendix 1 in SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES.

## Property Taxes

The largest single source of operating revenue is the property tax. The property tax is authorized by the State Constitution as an Ad Valorem ("according to value") tax based on the market value of property. This tax is levied based on the assessed value of various types of property, including:

- Real property (land, structures, and leasehold improvements),
- Personal property (business equipment, excluding inventories for resale), and
- Public utility property (real and personal property owned by utilities and organizations regulated by the State).

1998 Distribution of Real Property Assessed Value
• 50.9% commercial
• 47.1% residential
• 2.0% multi-class, farm, agriculture, & forest



Property tax law and policy are set by the State Constitution, legislature, courts, and Board of Equalization. The Legislature makes laws which govern the administration of the tax. The State Board of Equalization establishes rules and regulations to be followed by local Assessors. And, the entire process is subject to court interpretation.

The tax bill for a property is determined by:

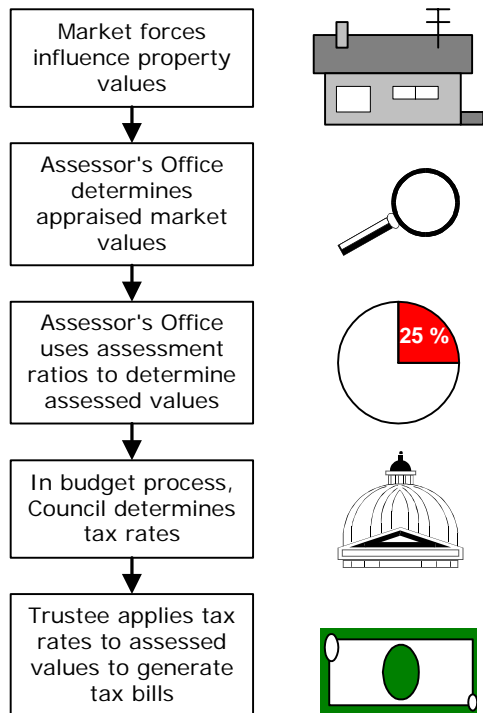
- The appraised value of the property – what it would bring if sold on the open market – and its classification – whether it is used for residential, utility, commercial, industrial or farm purposes, which determines the percentage of assessment
- The assessment - applying the classification percentage against the appraised value to arrive at an assessed value; and,
- The tax rate set by the local governing body which is applied to the assessment to calculate your property tax bill.

Certain types of property (governmental, religious, charitable, scientific, educational, etc.) are exempt from property taxes.



# Metro Nashville and its Budget

**How the Property Tax Works:** The following diagram shows the appraisal and budgetary process.  
*Market values* – Market values of property are set in the open market. Market value is the most probable price of a piece of property in an arms-length transaction between a willing and knowledgeable buyer and a willing and knowledgeable seller.



**Appraisal** –The Assessor of Property’s role is to determine the value of property so that the tax burden is distributed equitably among all property owners. That office executes tax policy to identify, classify, appraise and assess all property. In Metro, the Assessor must:

- Produce an annual assessment roll—adding new construction and removing demolished buildings.
- Perform site inspections of all properties to update assessment records.
- Collect and verify sales prices for all real estate transfers.
- Analyze sales data and property characteristics to produce 100% appraisals in the fourth year of the appraisal cycle.

Metro’s Assessor of Property determines the appraised value of all real and personal property in the county, except public utilities (whose values are determined by the State Comptroller’s Office). Appraised value is the estimated market value of the property at a certain point in time (currently 2005).

The appraised value of a property is an estimate of its market value. Three appraisal methods are used to estimate each property’s market value:

- The estimated *cost* to replace a structure, referred to as “replacement cost new,” adjusted for depreciation based on the property’s age and condition, yielding the “depreciated replacement cost.”
- The *market value* or sales prices of similar properties that have recently sold.
- The *present value of the future net income* that can be generated by that or similar properties, sometimes called the “capitalization of income” method.

When used together, these three methods give the appraiser the best indication of what a property is worth. With the aid of modern computer systems, the Assessor has adapted these traditional appraisal techniques to produce large-scale reappraisal projects with accurate and cost effective results.

In most years, appraised values on existing real property do not change unless there are substantial taxable additions or improvements to the property, the property is rezoned, or the owner files and wins an appeal from the county or state Board of Equalization. New construction between reappraisals is valued at levels consistent with tax roll appraisals of similar existing properties.

However, over time, the market values of properties may change considerably, and at different rates. The resulting inconsistency with the market causes some property owners to pay taxes based on appraisals that exceeded the current value of their property while others pay on appraisals that reflected only a portion of the current value.

So, in accordance with state law, the Assessor’s Office conducts a county-wide reappraisal every four years to bring appraised values up to current market values. (Current law allows for reappraisals on a four-year or six-year cycle; the Metro Assessor has chosen the former. The last reappraisal was for tax year 2005 or FY 2006). After the reappraisal, all properties should be appraised consistently at 100% of their current market values. Periodic reappraisals are designed to equalize the appraised values of all property.

Tennessee’s property tax laws protect taxpayers against an automatic or arbitrary increase in their tax bills after a reappraisal. Local governments must lower the tax rate to a level which will produce the same amount of revenues from the new appraisals as was generated from the old rates and appraisals — except for new construction. This is called the certified tax rate. So, under the state law, your property tax bill can’t be raised by reappraisal unless your property value has grown more in value than the average for all other property in the county.

In between reappraisals, the state performs a biennial analysis of appraised values conducted for all counties in the state. This analysis, known as a sales ratio study, compares sales prices with appraised values to determine both the level and equity of appraisals. However, this

# Metro Nashville and its Budget

ratio is not used to increase residential property appraisals.

**Assessment:** In Tennessee the assessed value upon which taxes are levied is a fraction (percentage) of the appraisal. The percentage varies depending on the classification of the property, which is determined by its use. The assessed value, not the appraised value, is applied to the tax rate to produce a tax bill.

One of the reasons the Assessor inspects all property is to verify how it is used. The state Constitution mandates assessment percentages to be applied to the appraised value of different classes of property. These percentages are:

Property Class	Assessment Rate
<b>Residential &amp; Farm</b>	
• Real Property	25% of appraised value
• Personal Property	5% of appraised value (\$7,500 exemption)
<b>Commercial &amp; Industrial</b>	
• Real Property	40% of appraised value
• Personal Property	30% of appraised value
Public Utility	55% of value set by the State Comptroller

The appraised values are multiplied by percentages defined in the state constitution to arrive at assessed values, which are then multiplied by the tax rate to determine the taxes owed. This is described in detail later in the section on Property Reappraisal.

For example, the assessed value of a residential property with an appraised value of \$100,000 would be \$25,000 (.25 X \$100,000), while a commercial property of the same appraised value would have an assessed value of \$40,000 (.40 X \$100,000).

Assessments must be compiled annually on assessment rolls for the GSD, USD, and each of the seven satellite cities within the county.

If the value of a piece of property changes (usually because of an improvement to or demolition of the property), notices of the property's new appraised value, the classification in which it is now placed, and the resulting assessment are mailed by the Assessor. There is a process established for appeals of the appraisal, but the Assessor can only consider information about value, not tax bills.

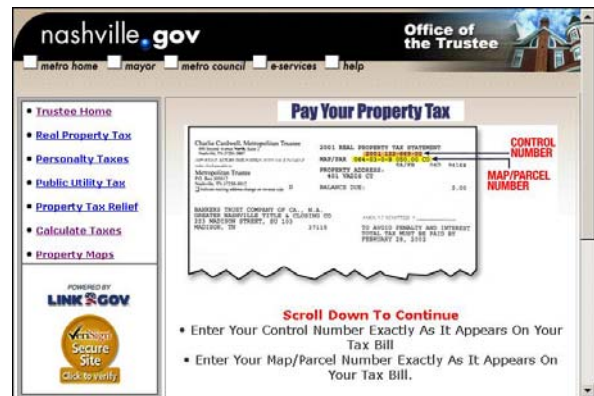
**Tax rate set through budget process:** The tax rate is set through the budget process in the form of a tax levy ordinance that is recommended by the Mayor and approved by the Council. That ordinance (printed in the Executive Summary of this book) sets the GSD and USD rates per \$100 of assessed value.

**Tax bills are generated:** The Trustee's office prepares and distributes tax bills based on the assessed value of each property and the tax rate for its district.

To calculate your property tax bill, divide the assessed value by \$100 and then multiply that amount by the tax rate. For example, a property classified as residential and appraised at \$100,000 would be assessed at \$25,000 (the \$100,000 appraised value times the 25% residential assessment ratio). With a tax rate set at \$4.69, the calculation would be:

$$\begin{aligned} \text{tax} &= (\$25,000/\$100) \times \$4.69 \text{ per } \$100 \\ &= \$250 \times \$4.69 \\ &= \$1,172.50 \end{aligned}$$

Property tax bills are mailed to property owners and, if taxes are paid through an escrow account, also to the mortgage holder. This normally occurs in late September or early October. Tax payments are due by the end of the following February.



Property taxes can also be paid over the internet at [www.nashville.gov](http://www.nashville.gov).

Metro and the state assist the elderly and disabled with property taxes on the first \$18,000 appraised value of their homes through the Property Tax Relief program administered by the Trustee. The program also assists disabled veterans with the first \$35,000 of assessed value of their property.

**Property Value Trends:** Total assessed values are increasing moderately.

Construction of taxable property is moderately strong. Local growth, as measured by the value of permits issued, is increasing (although many of those permits are for tax-exempt projects). This is in line with a cycle that affects both Nashville and the nation. Since about 25% of construction is typically tax-exempt, only around 75% adds to the tax base.

# Metro Nashville and its Budget

**Property Tax Rates:** FY2008 and FY2009 recommended tax rates are shown in the Executive Summary and in the tables on the following pages. The combined rate is the total paid for property in the USD; property outside the USD is taxed at the GSD rate. Residents of the seven satellite cities within Metro pay the GSD rate plus the rate set by that satellite city.

Nashville's property tax rates are currently the lowest of the four major Tennessee cities, and competitive with those of surrounding communities.

Historic property tax rates, tax rate changes, and property values are presented in the following tables.

The **History of Property Tax Rates** table presents historic nominal property tax rates along with a summary of changes that have taken place.

The **Property Tax Rate Changes** table shows the history and type of tax rate changes, whether from budget-related tax increase, redistribution of the rate between funds, changes in the fire tax or county-wide property reappraisals.

# Metro Nashville and its Budget

## History of Property Tax Rates

Tax Year	Fiscal Year	GSD					USD			Totals		
		General Fund	School Fund	Debt Service Fund	School Debt Service	GSD Total	General Fund	Debt Service Fund	USD Total	Combined Total GSD+USD	Fire District Transfer	
1962	1963	1.36	1.78	0.56	-	3.70	1.55	0.45	2.00	5.70	-	
1963	1964	1.36	1.78	0.56	-	3.70	1.55	0.45	2.00	5.70	-	
1964	1965	1.36	1.78	0.56	-	3.70	1.60	0.40	2.00	5.70	-	
1965	1966	1.36	1.78	0.36	-	3.50	1.66	0.14	1.80	5.30	-	
1966	1967	1.40	1.78	0.32	-	3.50	1.68	0.12	1.80	5.30	-	
1967	1968	1.40	1.78	0.32	-	3.50	1.60	0.20	1.80	5.30	-	
1968	1969	1.40	1.78	0.32	-	3.50	1.60	0.20	1.80	5.30	-	
1969	1970	1.40	1.78	0.32	-	3.50	1.60	0.20	1.80	5.30	-	
1970	1971	1.40	1.78	0.32	-	3.50	1.60	0.20	1.80	5.30	-	
1971	1972	1.71	2.08	0.32	-	4.11	1.60	0.29	1.89	6.00	-	
1972	1973	1.63	2.08	0.40	-	4.11	1.57	0.32	1.89	6.00	-	
1973	1974	**	1.63	2.02	0.46	-	4.11	1.55	0.34	1.89	6.00	-
1974	1975		1.63	2.02	0.46	-	4.11	1.55	0.34	1.89	6.00	-
1975	1976		1.63	2.02	0.46	-	4.11	1.59	0.30	1.89	6.00	-
1976	1977		1.63	2.02	0.46	-	4.11	1.55	0.34	1.89	6.00	-
1977	1978		1.96	2.02	0.46	-	4.44	1.22	0.34	1.56	6.00	0.33
1978	1979		1.99	2.02	0.43	-	4.44	1.29	0.27	1.56	6.00	0.33
1979	1980		1.99	2.02	0.43	-	4.44	1.29	0.27	1.56	6.00	0.33
1980	1981		2.39	2.08	0.45	-	4.92	1.64	0.27	1.91	6.83	0.33
1981	1982		2.39	2.08	0.45	-	4.92	1.64	0.27	1.91	6.83	0.33
1982	1983		2.39	2.08	0.45	-	4.92	1.64	0.27	1.91	6.83	0.33
1983	1984		2.39	2.08	0.45	-	4.92	1.64	0.27	1.91	6.83	0.33
1984	1985	**	1.11	0.96	0.21	-	2.28	0.76	0.13	0.89	3.17	0.16
1985	1986		1.45	1.09	0.35	-	2.89	0.90	0.13	1.03	3.92	0.16
1986	1987		1.45	1.09	0.35	-	2.89	0.90	0.13	1.03	3.92	0.16
1987	1988		1.47	1.07	0.35	-	2.89	0.90	0.13	1.03	3.92	0.16
1988	1989		1.97	1.24	0.43	-	3.64	1.02	0.15	1.17	4.81	0.16
1989	1990		1.97	1.24	0.43	-	3.64	1.02	0.15	1.17	4.81	0.16
1990	1991		1.97	1.24	0.43	-	3.64	1.02	0.15	1.17	4.81	0.16
1991	1992		1.92	1.29	0.43	-	3.64	1.02	0.15	1.17	4.81	0.16
1992	1993		1.92	1.29	0.43	-	3.64	1.02	0.15	1.17	4.81	0.16
1993	1994	**	1.95	1.01	0.43	0.11	3.50	0.88	0.12	1.00	4.50	0.12
1994	1995		1.95	1.01	0.43	0.11	3.50	0.88	0.12	1.00	4.50	0.12
1995	1996		1.91	1.01	0.47	0.11	3.50	0.88	0.12	1.00	4.50	0.12
1996	1997		1.91	1.01	0.47	0.11	3.50	0.88	0.12	1.00	4.50	0.12
1997	1998	**	1.69	0.96	0.49	0.13	3.27	0.74	0.11	0.85	4.12	0.10
1998	1999		1.68	0.96	0.50	0.25	3.39	0.74	0.11	0.85	4.24	0.10
1999	2000		1.68	0.96	0.50	0.25	3.39	0.74	0.11	0.85	4.24	0.10
2000	2001		1.68	0.96	0.50	0.25	3.39	0.74	0.11	0.85	4.24	0.10
2001	2002	**	1.97	1.24	0.43	0.20	3.84	0.64	0.10	0.74	4.58	0.09
2002	2003		1.94	1.27	0.43	0.20	3.84	0.64	0.10	0.74	4.58	0.09
2003	2004		1.94	1.27	0.43	0.20	3.84	0.64	0.10	0.74	4.58	0.09
2004	2005		1.94	1.27	0.43	0.20	3.84	0.64	0.10	0.74	4.58	0.09
2005	2006	**	2.00	1.33	0.54	0.17	4.04	0.56	0.09	0.65	4.69	0.08
2006	2007		2.07	1.33	0.47	0.17	4.04	0.56	0.09	0.65	4.69	0.08
2007	2008		2.06	1.33	0.48	0.17	4.04	0.56	0.09	0.65	4.69	0.08
2008	2009		2.06	1.33	0.48	0.17	4.04	0.53	0.12	0.65	4.69	0.08

\* The Fire District transfer of the GSD General Fund to the USD General Fund for fire protection.

\*\* Reappraisals took place in tax years 1973, 1984, 1993, 1997, 2001, and 2005 (fiscal years 1973-74, 1984-85, 1993-94, 1997-98, 2001-2002, and 2005-2006).

# Metro Nashville and its Budget

Property Tax Rate Changes												
Tax Year	Fiscal Year	Type Chng	GSD					USD			Totals	
			General Fund	School Fund	Debt Service Fund	School Debt Service	GSD Total	General Fund	Debt Service Fund	USD Total	Combined Total GSD+USD	Fire District* Transfer
1971	1972	T	0.31	0.30	-	-	0.61	-	0.09	0.09	0.70	-
1972	1973	D	(0.08)	-	0.08	-	-	(0.03)	0.03	-	-	-
1973	1974	D	-	(0.06)	0.06	-	-	(0.02)	0.02	-	-	-
1977	1978	F	0.33	-	-	-	0.33	(0.33)	-	(0.33)	-	0.33
1978	1979	D	0.03	-	(0.03)	-	-	0.07	(0.07)	-	-	-
1980	1981	T	0.40	0.06	0.02	-	0.48	0.35	-	0.35	0.83	-
1984	1985	R	(1.28) 1.11	(1.12) 0.96	(0.24) 0.21	-	(2.64) 2.28	(0.88) 0.76	(0.14) 0.13	(1.02) 0.89	(3.66) 3.17	- 0.16
1985	1986	T	0.34	0.13	0.14	-	0.61	0.14	-	0.14	0.75	-
1987	1988	D	0.02	(0.02)	-	-	-	-	-	-	-	-
1988	1989	T	0.52	0.15	0.08	-	0.75	0.12	0.02	0.14	0.89	-
1988	1989	D	(0.02)	0.02	-	-	-	-	-	-	-	-
1991	1992	D	(0.05)	0.05	-	-	-	-	-	-	-	-
1993	1994	R	(0.43) 1.49	(0.28) 1.01	(0.09) 0.34	-	(0.80) 2.84	(0.22) 0.80	(0.03) 0.12	(0.25) 0.92	(1.05) 3.76	- 0.12
1993	1994	T	0.46	-	0.09	0.11	0.66	0.08	-	0.08	0.74	-
1995	1996	D	(0.04)	-	0.04	-	-	-	-	-	-	-
1997	1998	R	(0.39) 1.52	(0.21) 0.80	(0.10) 0.37	(0.02) 0.09	(0.72) 2.78	(0.18) 0.70	(0.02) 0.10	(0.20) 0.80	(0.92) 3.58	- 0.10
1997	1998	T	0.17	0.16	0.12	0.04	0.49	0.04	0.01	0.05	0.54	-
1998	1999	T	(0.01)	-	0.01	0.12	0.12	-	-	-	0.12	-
2000	2001	R	(0.21) 1.47	(0.12) 0.84	(0.07) 0.43	(0.03) 0.22	(0.43) 2.96	(0.10) 0.64	(0.01) 0.10	(0.11) 0.74	(0.54) 3.70	- 0.09
2001	2002	T	0.50	0.40	-	(0.02)	0.88	-	-	-	0.88	-
2002	2003	D	(0.03)	0.03	-	-	-	-	-	-	-	-
2005	2006	R	(0.24) 1.70	(0.16) 1.11	(0.04) 0.39	(0.03) 0.17	(0.47) 3.37	(0.08) 0.56	(0.01) 0.09	(0.09) 0.65	(0.56) 4.02	- 0.08
2005	2006	T	0.30	0.22	0.15	-	0.67	-	-	-	0.67	-
2006	2007	D	0.07	-	(0.07)	-	-	-	-	-	-	-
2007	2008	D	(0.01)	-	0.01	-	-	-	-	-	-	-
2008	2009	D	-	-	-	-	-	(0.03)	0.03	-	-	-

Notes:

Nominal rates per \$100 of assessed value from tax levy ordinances, not adjusted for appraisal (sales) or assessment ratios.

\* - The Fire District transfer of the GSD General Fund to the USD General Fund for fire protection .

\*\* - Reappraisals took place in tax years 1973, 1984, 1993, 1997 and 2001 (fiscal years 1973-74, 1984-85, 1993-94, 1997-98 and 2001-2002).

T = Tax increase; D = ReDistribution between funds; F = Fire tax change; R = Reappraisal (next line is new certified rate).

# Metro Nashville and its Budget

## Property Tax Base, Assessment, Levy, and Appraisal Ratios

### Property Taxes

Tax Year	Fiscal Year	Tax Base (billions)	Assessment (billions)		Tax Levy (in millions)			% Uncollected	Appraisal Ratio
			GSD	USD	GSD	USD	Total		
1962	1963								
1963	1964	n/a	\$ 0.771	\$ 0.471	\$ 28.5	\$ 9.3	\$ 37.8	2.79%	
1964	1965	n/a	0.804	0.486	29.7	9.7	39.5	2.42%	
1965	1966	n/a	0.845	0.505	29.5	9.1	38.6	2.79%	
1966	1967	n/a	0.898	0.529	31.3	9.5	40.8	2.46%	
1967	1968	n/a	0.951	0.556	33.3	10.0	43.3	2.14%	
1968	1969	n/a	1.004	0.581	35.1	10.4	45.5	2.01%	
1969	1970	n/a	1.135	0.655	39.6	11.7	51.3	4.04%	
1970	1971	n/a	1.242	0.712	43.5	12.8	56.3	5.95%	
1971	1972	n/a	1.298	0.728	53.6	13.9	67.5	3.79%	
1972	1973	n/a	1.365	0.736	56.3	14.0	70.3	4.08%	
1973	1974	**	1.449	0.765	58.7	15.3	74.0	5.33%	
1974	1975	n/a	1.590	1.009	64.3	18.7	83.0	4.63%	
1975	1976	n/a	1.670	1.056	68.1	19.8	87.9	4.70%	
1976	1977	n/a	1.726	1.087	70.5	20.4	90.9	4.99%	0.6500
1977	1978	n/a	1.742	1.266	72.9	23.7	96.6	4.48%	0.6500
1978	1979	n/a	1.794	1.328	74.9	25.0	99.9	3.13%	0.6660
1979	1980	n/a	1.868	1.376	78.0	25.9	103.9	4.03%	0.6100
1980	1981	n/a	1.940	1.428	90.3	32.0	122.4	3.06%	0.6100
1981	1982	n/a	1.955	1.435	91.0	32.2	123.2	3.19%	0.4480
1982	1983	n/a	2.020	1.487	94.0	33.4	127.4	3.07%	0.4480
1983	1984	n/a	2.060	1.521	96.2	34.3	130.4	2.54%	0.4305
1984	1985	**	4.497	3.298	96.8	34.5	131.3	3.68%	1.0000
1985	1986	n/a	4.944	3.606	132.2	41.4	173.5	2.65%	0.9476
1986	1987	n/a	5.159	3.749	143.1	44.6	187.7	3.18%	0.9476
1987	1988	n/a	5.644	4.089	156.6	48.7	205.2	6.26%	0.8138
1988	1989	\$	21.405	5.920	208.7	56.8	265.5	5.02%	0.8138
1989	1990		23.350	5.985	211.1	56.6	267.7	5.70%	0.7766
1990	1991		23.979	6.132	215.9	60.7	276.6	5.83%	0.7766
1991	1992		23.986	5.975	210.4	58.6	269.1	6.35%	0.7767
1992	1993		23.711	6.032	212.5	59.0	271.5	4.92%	0.7767
1993	1994	**	24.155	7.646	261.7	62.0	323.7	4.67%	1.0000
1994	1995		24.555	7.809	266.7	62.1	328.8	3.04%	1.0000
1995	1996		26.686	7.949	271.5	62.4	333.9	2.87%	0.9054
1996	1997		27.908	8.193	279.9	63.7	343.7	2.97%	0.9054
1997	1998	**	33.706	10.648	340.9	69.4	410.3	3.46%	1.0000
1998	1999		34.408	10.896	361.8	71.1	433.0	3.65%	1.0000
1999	2000		38.576	11.087	368.2	72.0	440.2	3.61%	0.9098
2000	2001		39.576	11.390	378.4	73.6	452.0	3.50%	0.9098
2001	2002	**	42.634	13.373	504.5	75.8	580.4	3.85%	1.0000
2002	2003		42.989	13.463	508.9	74.9	583.8	3.90%	1.0000
2003	2004		45.151	13.280	502.1	73.0	575.0	3.27%	0.9455
2004	2005		45.746	13.432	507.5	76.1	583.6	3.08%	0.9455
2005	2006		50.477	15.534	619.2	76.7	695.5	3.28%	1.0000
2006	2007		51.736	15.968	633.5	79.7	713.3	0.64%	1.0000

\* Assessment - 2003 assessment estimate from budget assessed value and Tax Levy.

\*\* Tax Levy - Assessment per \$100 x Tax Rate

\*\*\* Appraisal Ratio - Assessed value and market value.

Note: In June 2007 the Metropolitan Government sold the majority of the 2006-07 and 2005-06 real estate property taxes outstanding to an outside party.

Source:  
Comprehensive Annual Financial Report

# Metro Nashville and its Budget

## Local Option Sales Tax

Local option sales tax collections provide the second largest source of revenue to the operating budget. Nashville's 9.25% sales tax rate consists of a 2.25% local option tax and a 7.00% state tax (the total rate is 8.25% on unprepared food, because the state rate for such food is 6.00%). The tax is levied on all retail sales in Davidson County, although the local portion is limited to the first \$1,600 of the cost of each item.

By state law, at least 1/2 of the local sales tax must be allocated to schools. Metro allocates 2/3 to schools (including schools debt service) and 1/3 to the general funds - most to the GSD, and a small amount to the USD.

The local option rate can be raised by referendum. The last two increases were implemented in lieu of property tax increases.

Local Option Sales Tax Rate History	Function		Total Rate
	Schools	General	
to June 1965	-0-	-0-	-0-
July 1965 – Sept. 1968	1.00%	-0-	1.00%
Oct. 1968 – Sept. 1980	1.50%	-0-	1.50%
Oct. 1980 – present	1.50%	0.75%	2.25%

Sales and sales taxes should reflect economic activity at the national and local levels, although some activities are not subject to the tax. Each 1% of growth generates approximately \$1.5 million government-wide and about \$460,000 in the GSD General Fund.

## State & Federal Revenues

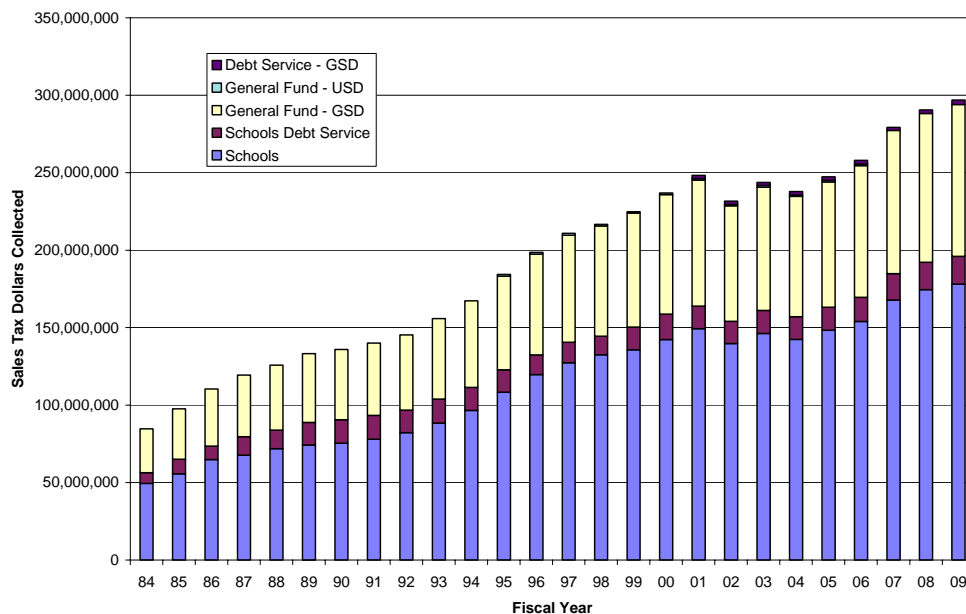
Major sources of revenue from the State of Tennessee are equalizing funds for education (based on average daily school attendance), healthcare-related revenues, and Metro's share of the gasoline tax. Most of these funds are categorical, being tied to specific functions and services.

The primary sources of federal funds received by Metro are categorical grants such as education funding, Title XX, Title III, and USDA nutrition funds; and reimbursements for services provided by Metro agencies such as the Health Department and Social Services. Most federal funds (including the entire Schools Special Grants Fund) are nondiscretionary, in that their receipt requires Metro to carry out certain specified programs. Unrestricted grants such as revenue sharing are now rare.

Federal funds received by the government are subject to federal government single audit provisions. These provisions provide that grants are audited as part of the city's annual independent audit. In an effort to properly reflect federal and state revenues that may be subject to such audit, the Finance Department has reclassified many revenues from other categories to this "State and Federal" category.

The Finance Department has moved most grant revenues and expenditures from the general funds to various grant special revenue funds since FY 2000.

Distribution of Local Option Sales Tax Collections



Sources: FY '84-'07 Comprehensive Annual Financial Reports; FY08 final and FY09 recommended budget ordinances

# Metro Nashville and its Budget

## Other Local Revenues

The Metropolitan Government generates various revenues locally.

Licenses and Permits include the Business Tax, Wholesale Beer Tax, Motor Vehicle Regulatory License, Hotel Occupancy Privilege Tax, and building permit and franchise fees.

Charges for Current Services are derived from user fees and charges levied in return for specific services provided by Metro. Among the many fees and charges collected are revenues generated for health services, parking fees, ambulance fees, dog registration charges, vehicle emission test charges, fees for the use of parks facilities, and waste disposal fees. Most of these fees are set by Metro, by the Council or by action of oversight boards and commissions.

Fines, Forfeitures, and Penalties are collected by the various court clerks, the Sheriff, and the Police Department for fines, court costs, Sheriff's fees, DUI safety education, litigation taxes, and proceeds from confiscated property.

Revenue from the Use of Money or Property includes interest on investments and the rental of Metro-owned land and buildings. Metro investment practices emphasize safety, prudence, and liquidity; the government does not engage in speculative high-risk investments such as derivatives.

Commissions and Fees from Certain Officials consist of processing charges for services provided by the clerks of the courts and by the County Register. These fees are generally set by Metro or the state.

## Transfers from Other Funds

Transfers may be made into the general funds of the GSD or USD from time to time from surpluses that have accumulated in certain special and working capital funds. Transfers are also made to reimburse various funds for services that are provided by those funds but are rightfully chargeable to another fund.

The FY 2008 recommended budget continues to include the transfer of \$3.2 million from the GSD General Fund to the GSD Debt Service Fund to help fund the stadium financing package; this amount is approximately equivalent to the former GSD General Fund's 1¢ share of the Hotel Occupancy Tax (see the description of that fund in Section H).<sup>1</sup>

## Fund Balances

Fund balances are the difference between the government's assets and liabilities. They result from receiving more revenue than estimated and/or expending less than budgeted in prior years. They provide some protection against unexpected expenditures or revenue losses, and help to stabilize the government's finances.

Fund balances frequently increase by the end of the year due to actual revenues being higher than actual expenditures, often because of unspent appropriations and/or higher-than-estimated revenue collections. Metro's budget does not propose formally saving any money to increase unrestricted fund balances.

Management policy is that fund balances should remain at least 5% of expenditures for the general and schools funds, and that they should not be used to support recurring expenditures. The budget typically appropriates a portion of fund balances from prior fiscal years to fund operations of the budgeted fiscal year, and holds remaining balances in reserve for contingencies or future appropriation.

## Conclusion

We anticipate revenues sufficient to fund budgeted expenditure appropriations in FY 2009, and revenue estimates to be within the ±5% range (95% accuracy) considered normal in municipal finance.

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<sup>1</sup> The \$4 million Water Services in-lieu-of-taxes component of the stadium package does not affect the six budgetary funds. In that component, Water Services will make monthly payments into the stadium indenture revenue fund. From that fund, Metro will make monthly debt service payments to the bond trustee, who makes semiannual interest payments and annual principal payments to the bondholders.



# Metro Nashville and its Budget

## Expenditures

The budget ordinance defines the operating budgets of the two general funds by department. It defines the operating budgets of the other budgetary and non-budgetary funds at the fund level, with a few funds (such as debt service and the Waste Management Fund) defined at more detailed levels.

## Normal Cost Increases

The budget began with FY 2009 projections equal to departments' FY 2008 budgets. The budget was initially projected with no inflation or other increases. During the process, adjustments were made as follows:

- Adjustments for grant funding changes in FY 2008.
- Elimination of FY 2008 nonrecurring budgeted expenditures from the 2009 projections.
- *Pay Plan/Benefit Increase* – \$3,241,800
- *Fringe benefits* – Costs for active employees in the open benefit plans (FICA, medical, dental, life, and Metro pension) are carried in departmental budgets. Departmental fringe benefits will change during the year due to increased pension costs effective in July, and likely medical plan increases in January (with increased expenditures beginning in December). The budget to cover these increases are included in the central Administrative accounts of the two general funds at the beginning of the fiscal year, but funds will not be distributed to departments' budgets until the actual increases are known this winter.

- *Elected Officials Salary adjustment* - Where applicable, elected officials' salaries were adjusted to reflect the amounts estimated to be recommended for FY 2008 by the University of Tennessee County Technical Assistance Service (CTAS). This recommendation is in accordance with Tennessee Code Annotated § 8-24-102. For FY09 CTAS has recommended a 4.89% increase.

## Discretionary Service Enhancements

Expenditure numbers are presented in the budget ordinance, which is included at the end of this executive summary, and in the three schedules of Appendix 1; more detail is presented in each department's "Financial" pages.

**Conclusion:** Within its budget, each department must cover all of its operating costs, including increments and any other cost changes. The overall operating budget maintains and improves services, and meets certain new obligations.



# Metro Nashville and its Budget

## The Capital Improvements Budget and Capital Plan Process

The FY 2009 Capital Improvements Budget (CIB) and FY 2009 Capital Spending Plan will not be available for inclusion in this Recommended Budget Book due to the current timetable of submitting the Metro Nashville Government's Operating Budget by March 25, 2008. The capital process was delayed by the new administration in order to assess the current status of outstanding capital projects. The capital information on the following pages represents the FY 2007 and FY 2008 data.

Capital improvements (capital expenditures) are any expenditures requiring Council authorization regarding the acquisition, replacement construction, renovation or modification to any land, building, public utility, equipment, public thoroughfare, or place of public activity; and, which has a useful life expectancy of ten years or greater.

Capital improvements are planned and authorized in a process that is related to, but independent of, the operating budget process.

## The Capital Improvements Budget

As specified in § 6.13 of the Charter, the capital improvements budget (CIB) must be prepared annually to "include a program of proposed capital expenditures for the ensuing fiscal year and the next five fiscal years thereafter...." The capital improvements program is a tool for implementing long-range policies of the General Plan through timely scheduling of infrastructure and facilities in coordination with general development needs.

The CIB is prepared annually by the Planning and Finance Departments. Departments submit project requests through the internet based WEBudget to the Planning staff. The Finance Director and staff along with the Mayor review the requests, edit as needed and then submit a Recommended CIB to Council by May 15<sup>th</sup>. The Council has 30 days to review, amend and approve by June 15<sup>th</sup>.

## Areas of Emphasis

This year's CIB has six areas of particular emphasis:

- (1) Schools - continue building a strong foundation for education through the expansion and improvement of Nashville's school facilities;
- (2) Neighborhoods – maintain or create parks, green spaces, gateways, and buffer zones;
- (3) Public Safety – identify and support activities that have proven effective in reducing crime and promoting safety;
- (4) Life / Safety – ADA - continue efforts to make all Metro structures safe and in compliance with ADA Guidelines;
- (5) Restoration and Maintenance – identify and correct the deferred maintenance and general appearance of Metro buildings and properties; and,
- (6) Effective Government – technology, infrastructure, and management system improvements.

The CIB is available separately from the Planning Commission or at the Nashville.gov web site. This table presents a summary of the CIB by department and fiscal year.

## Capital Improvement Budget by Department

Departments	% of '07-'08		2008-09	2009-10	2010-11	2011-12	2012-13	% of '08-'13	
	2007-08	Total						Total	Total
Bordeaux Long Term Care	\$323,000	0.017%	\$1,552,000	\$433,000				2,308,000	0.055%
Convention Center	455,188,000	23.884%	471,900	1,180,000	640,000	570,000	350,000	458,399,900	10.897%
County Clerk	200,000	0.010%						200,000	0.005%
District Energy System	8,548,500	0.449%	3,301,000	2,000,000	2,000,000	2,000,000		17,849,500	0.424%
Emergency Communication Ctr	3,500,000	0.184%						3,500,000	0.083%
Farmer's Market	500,000	0.026%	232,000					732,000	0.017%
Finance	125,196,500	6.569%	64,957,750	58,366,250	7,695,350	500,000		256,715,850	6.103%
Fire Department	923,000	0.048%						923,000	0.022%
General Hospital	4,492,400	0.236%	4,533,000					9,025,400	0.215%
General Services	26,529,800	1.392%	100,000	100,000	100,000	100,000		26,929,800	0.640%
General Sessions Court	200,000	0.010%						200,000	0.005%
Gulch - Cntrl Bus Improvmt Dist	5,500	0.000%						5,500	0.000%
Health	12,561,000	0.659%						12,561,000	0.299%
Historical Commission	175,000	0.009%						175,000	0.004%
Information Technology Svcs	13,660,800	0.717%	7,939,730	848,686	312,954			22,762,170	0.541%
Justice Integration Services	1,200,000	0.063%	1,200,000	1,200,000				3,600,000	0.086%
Juvenile Court	369,000	0.019%						369,000	0.009%
Juvenile Court Clerk	200,000	0.010%						200,000	0.005%
MDHA	122,950,000	6.451%	113,400,000	101,000,000	65,000,000			402,350,000	9.565%
Metro Action Commission	953,000	0.050%	100,000	600,000	100,000	100,000		1,853,000	0.044%
Metro Clerk	50,000	0.003%						50,000	0.001%
Schools (MNPS)	134,513,000	7.058%	85,483,000	69,780,000	70,601,000	60,572,000	60,965,000	481,914,000	11.456%
MTA	12,500,000	0.656%						12,500,000	0.297%
Municipal Auditorium	1,518,000	0.080%	550,000	460,000	284,000	500,000		3,312,000	0.079%
Nashville Electric Service	70,012,000	3.674%	71,000,000	70,000,000				211,012,000	5.016%
Parks & Rec Dept	62,073,649	3.257%	37,229,549	26,126,303	26,436,303	25,826,303		177,692,107	4.224%
Planning	2,000,000	0.105%						2,000,000	0.048%
Police	16,831,075	0.883%	7,796,000					24,627,075	0.585%
Public Library	24,646,400	1.293%	1,340,800	3,022,400	800,000	4,318,000	800,000	34,927,600	0.830%
Public Works	701,942,485	36.831%	229,716,250	217,201,500	173,695,000	181,737,000	182,500,000	1,686,792,235	40.098%
Sheriff	3,410,000	0.179%						3,410,000	0.081%
Social Services	2,100,000	0.110%						2,100,000	0.050%
Sports Authority	1,450,000	0.076%						1,450,000	0.034%
State Fair Board	923,000	0.048%						923,000	0.022%
Water & Sewer	94,190,657	4.942%	89,948,100	77,862,000	75,673,000	5,610,000		343,283,757	8.160%
<b>Totals</b>	<b>\$1,905,835,766</b>		<b>\$720,851,079</b>	<b>\$630,180,139</b>	<b>\$423,337,607</b>	<b>\$281,833,303</b>	<b>\$244,615,000</b>	<b>\$4,206,652,894</b>	

# Metro Nashville and its Budget

## Capital Funding Sources

Metro has fourteen different types of funding for capital projects. The "Capital Improvement Budget Funding Sources" table and "Funding Type Distribution" graph on this page show the amounts recommended by type and year in the 2007-2008 to 2012-2013 CIB.

Possible funding sources for specific projects include:

- Bond and note authorizations (described in section H of this book) for the Debt Service funds, approved by the Council, including approved general obligation (B) and proposed general obligation (C) notes and bonds.
- Four Percent Reserve Fund (Fund 30003 in section H of this book) appropriations by the Council quarterly throughout the year, including approved 4% (L) and proposed 4% (M) funding.
- Grant operating budgets included in the operating budget, added grant contingency transfers, or Council resolutions denote funds as Federal (F), and State (G). Approved community development (I) and proposed community development (K).
- Revenue bond authorizations or operations for enterprise-type activities, approved in the budget or by Council resolution; including approved revenue (D), proposed revenue (E) and enterprise (H).
- Other sources, including miscellaneous funds (A), and approved miscellaneous funds (O), which, individually, do not comprise major funding categories, and from operating budget funds (P).

The proposed funding for these requests is summarized on the following table and pie chart.

## Financial Considerations

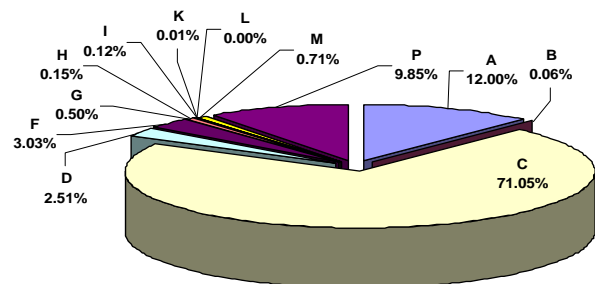
Metro's short and medium term capital requests, as identified by the individual departments, far exceed its capacity to raise funds to pay for those needs.

Financial projections determine the constraints for programming the projects according to a schedule that is fiscally and administratively practical. The Division of Accounts annually develops two programs based on financial considerations:

- (1) The current debt level program assumes no change in the amount or distribution of tax rates. Projects scheduled in this program are either committed or are considered to have the highest priority in meeting community needs.
- (2) The essential needs program assumes additional revenues would be available to retire general obligation bonds, but total outstanding indebtedness would remain below limits set by Metro.

The scale of general obligation (GO) bond funding in the recommended program depends upon resources available under present tax levels, but may reflect additional funding requirements to meet priority needs. In recommending a program whose funding would exceed present tax level resources, the Commission may advise the Mayor of estimated additional tax levy needed for debt service.

**Funding Type Distribution**



**Capital Improvement Budget Funding Sources 2007-08 through 2012-13**

FUND DESCRIPTION	TYPE	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	TOTAL
Miscellaneous	A	\$186,625,475	\$135,528,730	\$109,781,686	\$70,762,954	\$2,200,000	\$60,000	\$504,958,845
Approved General Obligation Bonds	B	2,463,468	269,832					2,733,300
Proposed General Obligation Bonds	C	1,491,439,850	399,404,189	369,566,453	274,677,653	272,153,303	181,405,000	2,988,646,448
Approved Revenue	D	35,000,000	35,500,000	35,000,000				105,500,000
Federal Funds	F	37,600,673	30,678,328	8,230,000	6,900,000		44,000,000	127,409,001
State Funds	G	2,702,000			500,000		18,000,000	21,202,000
Enterprise	H	3,170,000	471,900	1,180,000	640,000	570,000	350,000	6,381,900
Approved Community Development	I	5,200,000						5,200,000
Proposed Community Development	K	200,000	400,000					600,000
Approved 4%	L							0
Proposed 4%	M	23,424,300	1,350,000	1,760,000	1,084,000	1,300,000	800,000	29,718,300
Approved Miscellaneous	O							0
Operating	P	118,010,000	117,248,100	104,662,000	68,773,000	5,610,000		414,303,100
<b>Totals by Year</b>		<b>\$1,905,835,766</b>	<b>\$720,851,079</b>	<b>\$630,180,139</b>	<b>\$423,337,607</b>	<b>\$281,833,303</b>	<b>\$244,615,000</b>	<b>\$4,206,652,894</b>

# Metro Nashville and its Budget

## The Capital Plan: Approval and Appropriation

The CIB is strictly a planning document; it does not appropriate funds, or authorize or fund any projects.

The Capital Plan is a compilation of projects from the CIB that have been selected by the Mayor, Finance Director and staff for recommendation to the Council for approval and funding. The capital plan typically recommends \$200 to \$300 million worth of projects that align with the Mayor's and Metro's areas of emphasis described on previous pages. The Capital Plan selects, specifies, and recommends for funding the CIB projects to be developed.

## Highlights of the Approved FY2008 Capital Plan

*With the election of a new Mayor in late 2007, and with a weakening economy leading to closer monitoring of the financial status of the government, the FY2008 Capital Plan as originally approved and as presented here is under review. Projects approved in the FY2008 Capital Plan may have their timetables for completion adjusted. This process will be ongoing and was not completed in time for the publication of this document.*

In June 2007, the FY 2008 proposed capital plan was presented to Council. This is the first time in four years that the capital and operating budget were not filed together due to the passage of a referendum requiring the operating budget to now be filed in March each year.

The FY 2008 approved capital plan was a \$240.6 million package. The Council approved the FY 2008 capital plan on July 17, 2007. The list of approved projects includes, but is not limited to, the following:

- Renovations to elementary, middle and high schools. School expansions, deferred maintenance and technology upgrades.
- ADA Compliance and Renovations for various Metro office buildings, including the Howard School at the Fulton Complex.
- Renovation of the criminal justice complex, including night court and non-secure Sheriff's facilities.
- Upgrades in technology for the Hospital Authority and Information Technology Services.
- Bridge, sidewalk, paving and roadway improvements for Public Works.
- Continuation of the multi-year master plan study and various facility improvements for the Parks and Recreation Department; as well as year one of the riverfront redevelopment plan.
- Continuation of the multi-year master plan study for the Fire Department.

The remaining pages in this section list the following:

- Highlights of the major departments' 2007-08 approved capital projects that were selected for the Mayor's recommended capital plan. The totals for all the projects submitted by the listed departments are

included as well as any operating budget impact created from the approved projects.

- A summary listing of all the departments and projects in the 2007-2008 approved capital plan.



## Operating Budget Effects

Approved capital expenditures affect the budget in three ways.

- First, Four Percent Reserve Fund expenditures are drawn from a reserve pool representing 4% of the locally generated revenues to the GSD General Fund.
- Second, debt service – the repayment of principal and interest owed on general obligation debt from the debt service fund – is an operating budget expenditure. The debt service budget is discussed in section H of this book.
- Third, potential improvements may commit Metro to operating costs that will be reflected in future years' departmental operating budgets. These costs are considered in the process of considering and approving prospective capital improvements. Costs for completed or soon-to-be-completed capital plan projects are identified in the department's operating budget. Costs for proposed or under-construction projects are included in the *Capital Improvements Budget* book. Most projects replace existing facilities and do not create additional operating costs.

Details, program descriptions, and estimated operating budget impacts of each prospective capital improvement project on the operating budget are noted in the CIB. Furthermore, if projects now underway or recently approved will have an operating budget impact, that impact is discussed in more detail here as well.

## Summary

Capital projects are budgeted in a multi-step process. The CIB, approved in June, before the operating budget, proposes more capital projects than the government can afford from all funding sources. It is from this CIB that the individual projects will be selected, approved, and funded in a capital plan. When complete, their operation may or may not affect future operating budgets.

# Metro Nashville and its Budget

## Metro Nashville Public Schools (MNPS)



Capital Projects

In FY2007, the MNPS has submitted 90 capital project requests totaling \$363,476,000. For FY2008, MNPS submitted 99 capital project requests totaling \$481,914,000.

### Projects approved in the FY08 Capital Plan

ADA Compliance	\$4,451,000
Middle School Athletic Fields	\$300,000
Pre-K Playgrounds /Elementary Gyms	\$2,675,000
A/C Middle Schools / High School Gyms	\$3,285,000
New Schools and Expansions	\$31,192,000
Bus / Vehicle Replacements	\$2,860,000
Energy Savings Retrofits / Technology	\$32,500,000
Miscellaneous / Maintenance	\$4,500,000
Roofing	<u>\$3,000,000</u>
Total Approved Funding	\$84,763,000
<b><u>Impact to Operating Budget</u></b>	<b><u>\$438,000</u></b>

## Metropolitan Transit Authority

### Capital Projects

In FY2007, the Metro Transit Authority submitted 7 capital project requests totaling \$57,800,700. For FY2008, Metro Transit Authority submitted 1 capital project request totaling \$12,500,000.

### Projects approved in the FY2008 Capital Plan

Capital Items--Security/Communications	\$3,943,650
Music City Central	\$1,000,650
Access Ride Vehicles	\$1,000,000
Section 5307 / 5309 Funding	<u>\$1,055,700</u>
Total Approved Funding	\$7,000,000
<b><u>Impact to operating Budget</u></b>	<b><u>\$0</u></b>

## Metro-Wide Projects



Capital Projects

In FY2007, the Finance Department has submitted 44 capital project requests totaling \$340,703,338. For FY2008, Finance submitted 37 capital project requests totaling \$256,715,850.

### Projects approved in the FY2008 Capital Plan

Fulton Complex Infrastructure	\$1,573,000
Roof Projects / Major Maintenance	\$2,675,250
222 Building – Full Planning	\$1,800,000
HeadStart Center – North Replacement	\$5,096,000
EBS Accounting System Upgrades	\$5,000,000
ADA Compliance Project	\$1,500,000
Nashville Children's Theatre Renovations	\$482,400
West Precinct – Year 2 Design/Constructn	\$669,800
Demolition Projects	<u>\$633,750</u>
Total Approved Funding	\$21,430,200
<b><u>Impact to Operating Budget</u></b>	<b><u>\$0</u></b>



Music City Central Terminal Design (MTA)

# Metro Nashville and its Budget

## Fire Department

### Capital Projects

In FY2007, the Fire Department submitted 7 capital project requests totaling \$32,497,000. For FY2008, the Fire Department has submitted 5 capital project requests totaling \$923,000.

Projects approved in the FY2008 Capital Plan (Submitted under Finance Department)

*Fire Dept Master Plan Implementation Y5* \$6,825,500  
 Total Approved Funding \$6,825,500



## Police Department

### Capital Projects

In FY2007, the Police Department submitted 13 capital project requests totaling \$42,882,175. For FY2008, the Police Department has submitted 10 capital project requests totaling \$24,627,015.

Projects approved in the FY2008 Capital Plan

*Police Crime Lab – Year 1 Planning* \$512,300  
*New SWAT / Bomb Squad Space* \$343,800  
*Criminal Justice Complex Renovation* \$2,000,000  
 Total Approved Funding \$2,856,100



## Parks and Recreation



### Capital Projects

In FY2007, the Parks Department submitted 16 capital project requests totaling \$177,782,889. For FY2008, the Parks Department has submitted 23 capital project requests totaling \$177,692,107.

Projects approved in the FY2008 Capital Plan

*Master Plan-Metro Parks/Greenways* \$14,464,800  
*Riverfront Redevelopment Plan* \$8,000,000  
*Deferred Maintenance* \$2,776,000  
 Total Approved Funding \$25,240,800  
**Impact to operating Budget \$3,315,000**

## Public Library



### Capital Projects

In FY2007, the Public Library submitted 13 capital project requests totaling \$48,455,566. For FY2008, the Library submitted 14 capital requests totaling \$34,927,600.

Projects approved in the FY2008 Capital Plan

*Goodlettsville Library – Design/Construct* \$4,875,000  
*Bellevue Library – Land / Design* \$500,000  
 Total Approved Funding \$5,375,000  
**Impact to operating Budget \$577,200**

# Metro Nashville and its Budget



## Public Works

### Capital Projects

In FY2007, Public Works submitted 175 capital project requests totaling \$1,421,106,281. For FY2008, Public Works has submitted 222 capital project requests totaling \$1,686,792,235.

### Projects approved in the FY2008 Capital Plan

<i>Sidewalks – Construct / Improve</i>	\$5,000,000
<i>Bridge Program – Maintenance / Repair</i>	\$1,675,000
<i>Bridge Replacements</i>	\$865,000
<i>Roadway Improvements / Paving</i>	\$18,350,000
<i>Annexation / Refinancing NES Debt</i>	\$12,500,000
<i>State Route Paving Program</i>	\$1,500,000
<i>Traffic Signal Modifications / Equipment</i>	\$2,795,000
<i>Bike Route–Strategic Plan Implementation</i>	\$300,000
<i>Safety Lighting – Downtown Corridor</i>	\$1,000,000
<i>Bordeaux Landfill / Remediation</i>	<u>\$2,800,000</u>
<b>Total Approved Funding</b>	<b>\$46,785,000</b>

**Impact to operating Budget \$70,000**



## General Services

### Capital Projects

In FY2007, General Services submitted 23 capital project requests totaling \$37,921,260. For FY2008, General Services has submitted 18 capital project requests totaling \$26,929,800.

### Projects approved in the FY2008 Capital Plan

<i>Radio Upgrade System for Fire (AVL)</i>	\$1,159,200
<i>Radio Data System Upgrade</i>	\$1,000,000
<i>Equipment – Radios</i>	<u>\$762,600</u>
<b>Total Approved Funding</b>	<b>\$2,921,800</b>



## Information Technology Services

### Capital Projects

In FY2007, Information Technology Services (ITS) submitted 15 capital project requests totaling \$20,862,900. For FY2008, ITS submitted 13 capital project requests totaling \$22,762,170.

### Projects approved in the FY2008 Capital Plan

<i>Howard Office Building Data Center</i>	\$4,624,200
<i>Data Network for Metro Projects</i>	\$1,596,800
<i>Voice Network for Metro Projects</i>	\$1,887,000
<i>Technology Revolving Fund</i>	\$3,300,000
<i>Convert Wireless Backbone Network</i>	\$392,400
<i>Disaster Recovery - Network / Email</i>	\$521,200
<i>Obsolete Network Equipment Replace</i>	\$926,000
<i>Tax Revenue Process Interfaces</i>	\$250,000
<i>Phase II – Server Virtualization</i>	\$303,200
<i>Phase II – Enterprise Monitoring Software</i>	<u>\$60,000</u>
<b>Total Approved Funding</b>	<b>\$13,860,800</b>

**Impact to operating Budget \$3,000,000**

# Metro Nashville and its Budget

## Hospital Authority

### Capital Projects

In FY2007, the Hospital Authority (Bordeaux Long-Term Care and General Hospital) submitted 22 capital project requests totaling \$10,845,009. For FY2008, the Hospital Authority has submitted 16 capital project requests totaling \$11,333,400.

### Projects approved in the FY2008 Capital Plan

<i>Long-Term Care Software Replacement</i>	\$125,000
<i>Orthopedic Skilled &amp; Vent Project</i>	\$198,000
<i>McKesson Application Software</i>	\$1,936,400
<i>Ultrasound Equipment Replacement</i>	\$160,000
<i>Medication Safety IV Pumps</i>	\$596,000
<i>Labor &amp; Delivery Department Upgrade</i>	<u>\$1,800,000</u>
<b>Total Approved Funding</b>	<b>\$ 4,815,400</b>

**Impact to operating Budget **\$ 0****



## Farmers Market

### Capital Projects

In FY2007, the Farmers Market submitted 11 capital project requests totaling \$2,110,700. For FY2008, Farmers Market submitted 5 capital project requests totaling \$732,000.

### Projects approved in the FY08 Capital Plan

<i>General Improvements</i>	<u>\$ 500,000</u>
<b>Total Approved Funding</b>	<b>\$ 500,000</b>

**Impact to Operating Budget **\$ 0****



## Nashville Convention Center

### Capital Projects

In FY2007, the Nashville Convention Center (NCC) submitted 21 capital project requests totaling \$5,494,025. For FY2008, NCC submitted 13 capital project requests totaling \$458,399,900.

### Projects approved in the FY2008 Capital Plan

<i>Exhibit Hall Floor Resurfacing</i>	\$ 180,000
<i>Air Compressor w/ Dryer</i>	<u>\$ 8,000</u>
<b>Total Approved Funding</b>	<b>\$ 188,000</b>

**Impact to operating Budget **\$ 0****

## Historical Commission

### Capital Projects

In FY2007, the Historical Commission submitted 2 capital project requests totaling \$3,075,000. For FY2008, Historical Commission submitted 2 capital project requests totaling \$175,000.

### Projects approved in the FY2008 Capital Plan

<i>Croft House Restoration</i>	<u>\$ 100,000</u>
<b>Total Approved Funding</b>	<b>\$ 100,000</b>

**Impact to Operating Budget **\$ 0****

## Health Department

### Capital Projects

In FY2007, the Health Department submitted 5 capital project requests totaling \$24,027,705. For FY2008, Health Department submitted 3 capital project requests totaling \$12,561,000.

### Projects approved in the FY2008 Capital Plan

<i>Animal Control Storage</i>	<u>\$ 61,000</u>
<b>Total Approved Funding</b>	<b>\$ 61,000</b>



# Metro Nashville and its Budget

## Impact to Operating Budget \$ 0



### District Energy System

#### Capital Projects

In FY2007, the District Energy System (DES) submitted 2 capital project requests totaling \$32,808,470. For FY2008, the DES submitted 2 capital project requests totaling \$17,849,500.

#### Projects approved in the FY2008 Capital Plan

*Miscellaneous Service Projects* \$ 2,748,500

Total Approved Funding \$ 2,748,500

**Impact to operating Budget \$ 0**

### Justice Integration Services

#### Capital Projects

In FY2007, Justice Integration Services (JIS) submitted 1 capital project request totaling \$5,100,000. For FY2008, JIS submitted 1 capital project request totaling \$3,600,000.

#### Projects approved in the FY2008 Capital Plan

*Open Justice Info Exchange System* \$1,200,000

Total Approved Funding \$ 1,200,000

**Impact to operating Budget \$0**

### Metropolitan Clerk

#### Capital Projects

In FY2007, the Metro Clerk submitted 0 capital project requests. For FY2008, the Metro Clerk submitted 1 capital project request totaling \$50,000.

#### Projects approved in the FY2008 Capital Plan

*Shelving for Records Center* \$ 50,000

Total Approved Funding \$ 50,000

**Impact to operating Budget \$0**

### County Clerk

#### Capital Projects

In FY2007, the County Clerk submitted 0 capital project requests. For FY2008, the County Clerk submitted 1 capital project request totaling \$200,000.

#### Projects approved in the FY2008 Capital Plan

*Online Tag Renewal Applications* \$ 200,000

Total Approved Funding \$ 200,000

**Impact to operating Budget \$ 0**

### Metropolitan Development & Housing Agency

#### Capital Projects

In FY2007, the MDHA submitted 20 capital project requests totaling \$522,550,000. For FY2008, the MDHA submitted 21 capital project requests totaling \$402,350,000.

#### Projects approved in the FY2008 Capital Plan

*African American Museum* \$ 5,000,000

*Nashville Symphony Hall* \$ 5,000,000

*Affordable Housing Initiative* \$ 450,000

Total Approved Funding \$10,450,000

**Impact to operating Budget \$ 0**



### Tennessee State Fair

#### Capital Projects

In FY2007, the Tennessee State Fair submitted 4 capital project requests totaling \$1,925,000. For FY2008, the TSF submitted 4 capital project requests totaling \$423,000.

#### Projects approved in the FY2008 Capital Plan

*Misc. Repair / Replace / Upgrade Projects* \$ 273,000

Total Approved Funding \$ 273,000

**Impact to operating Budget \$0**

# Metro Nashville and its Budget

## Mayor's Approved Capital Spending Plan - FY 2008

Department Name	Project ID	Project Title	BONDS			Self Funding	TOTAL	Operating Budget Impact
			GSD 2008	USD 2008	Schools 2008			
Bordeaux Long Term Care	04BH0004	LONG TERM CARE SOFTWARE REPLACEMENT				125,000	125,000	
	08BH0001	ORTHOPEDIC SKILLED & VENT PROJECT				198,000	198,000	
<b>Bordeaux Long Term TOTALS</b>						<b>323,000</b>	<b>323,000</b>	
Convention Center	03CC0009	EXHIBIT HALL FLOOR RESURFACING PROJECT (3 HALLS)				180,000	180,000	
	04CC0026	PURCHASE AIR COMPRESSOR WITH DRYER.				8,000	8,000	
<b>Convention Center TOTALS</b>						<b>188,000</b>	<b>188,000</b>	
DES-District Energy System	08OO0001	DES - MISCELLANEOUS SERVICE PROJECTS				2,748,500	2,748,500	
<b>District Energy System TOTALS</b>						<b>2,748,500</b>	<b>2,748,500</b>	
Farmer's Market	07FM0008	GENERAL IMPROVEMENTS				500,000	500,000	
<b>Farmer's Market TOTALS</b>						<b>500,000</b>	<b>500,000</b>	
Finance	02FI021	MAJOR MAINTENANCE - FACILITIES	600,000			300,000	900,000	
	02FI026	AMERICANS WITH DISABILITIES COMPLIANCE PROJECT	1,500,000				1,500,000	
	04FI0003	222 OFFICE BUILDING - FULL PLANNING	1,800,000				1,800,000	
	07FI0005	EBS IMPROVEMENTS				5,000,000	5,000,000	
	07FI0018	WEST PRECINCT - YEAR 2 DESIGN - CONSTRUCTION	669,800				669,800	
	07FI0025	DEMOLITION PROJECTS	633,750				633,750	
	07FI0026	ROOFING PROJECTS	1,775,250				1,775,250	
	08FI0002	FULTON CAMPUS INFRASTRUCTURE	1,573,000				1,573,000	
	08FI0024	POLICE CRIME LAB - INCLUDING DNA INVESTIGATION	512,300				512,300	
	08FI0005	NEW SWAT AND BOMB SQUAD SPACE AT ACADEMY SITE AND POLICE FLEET SPACE AT MSE	343,800				343,800	
	08FI0004	RENOVATION OF CJC: POLICE, NIGHT COURT, AND NON-SECURE SHERIFF'S FACILITIES	2,000,000				2,000,000	
	08FI0008	MASTER PLAN IMPLEMENTATION - FIRE DEPARTMENT STUDY RECOMMENDATIONS	6,825,500				6,825,500	
	08FI0016	NEW GOODLETTSVILLE LIBRARY	4,875,000				4,875,000	
	08FI0017	NEW HEADSTART CENTER (NORTH REPLACEMENT)	5,096,000				5,096,000	
	08FI0022	NASHVILLE CHILDREN'S THEATRE - CAPITAL GRANT FOR RENOVATION	482,400				482,400	
<b>Finance TOTALS</b>			<b>28,686,800</b>			<b>5,300,000</b>	<b>33,986,800</b>	
General Hospital	06GH0004	MCKESSON APPLICATION SOFTWARE - STAR & REVENUE CYCLE PACKAGE				1,936,400	1,936,400	
	06GH0006	ULTRASOUND EQUIPMENT REPLACEMENT				160,000	160,000	
	06GH0007	MEDICATION SAFETY IV PUMPS				596,000	596,000	
	07GH0006	LABOR AND DELIVERY DEPARTMENT UPGRADE.				1,800,000	1,800,000	
<b>General Hospital TOTALS</b>						<b>4,492,400</b>	<b>4,492,400</b>	

**Mayor's Approved Capital Spending Plan - FY 2008**

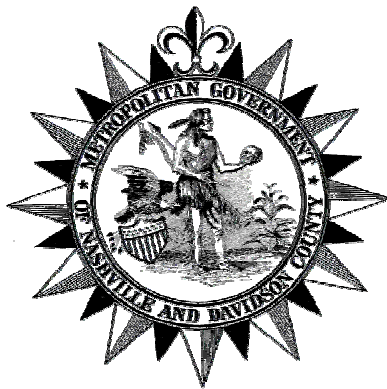
Department Name	Project ID	Project Title	BONDS			Self Funding	TOTAL	Operating Budget Impact
			GSD 2008	USD 2008	Schools 2008			
General Services	08GS0006	RADIO COMMUNICATIONS DATA SYSTEM UPGRADE				1,000,000	1,000,000	
	08GS0007	RADIO COMMUNICATIONS UPGRADE FOR FIRE AVL				1,159,200	1,159,200	
	08GS0008	RADIO COMMUNICATIONS RADIOS				762,600	762,600	
<b>General Services TOTALS</b>						<b>2,921,800</b>	<b>2,921,800</b>	
Historical Commission	08HC0001	CROFT HOUSE AND CAMPUS RESTORATION AT GRASSMERE	100,000				100,000	
<b>Historical Commission TOTALS</b>			<b>100,000</b>				<b>100,000</b>	
Information Technology Services	08IT0001	OBSOLETE NETWORK EQUIPMENT REPLACEMENT				926,000	926,000	
	08IT0002	DISASTER RECOVERY FOR NETWORK SERVICES				225,000	225,000	
	08IT0003	PHASE 2 ENTERPRISE MONITORING SOFTWARE FOR CRITICAL SERVERS				60,000	60,000	
	08IT0004	EMAIL DISASTER RECOVERY (EXCHANGE 2007 SERVER UPGRADE)				296,200	296,200	
	08IT0006	SERVER VIRTUALIZATION PHASE II				303,200	303,200	
	08IT0007	TAX REVENUE PROCESS INTERFACES				250,000	250,000	
	08IT0008	HOB DATA CENTER				4,624,200	4,624,200	
	08IT0009	DATA NETWORK CONNECTIONS FOR RPS PROJECTS				1,596,800	1,596,800	
	08IT0010	VOICE NETWORK CONNECTIONS FOR RPS PROJECTS				1,887,000	1,887,000	
	08IT0011	CONVERT WIRELESS BACKBONE NETWORK				392,400	392,400	
	08IT0013	TECHNOLOGY REVOLVING FUND				3,300,000	3,300,000	3,000,000
<b>Information Technology Services TOTALS</b>						<b>13,860,800</b>	<b>13,860,800</b>	<b>3,000,000</b>
Justice Integration Services	06JI0001	OPEN JUSTICE INFORMATION EXCHANGE SYSTEM (OJIES)	1,200,000				1,200,000	
<b>Justice Integration Services TOTALS</b>			<b>1,200,000</b>				<b>1,200,000</b>	
MDHA	06FI0015	AFRICAN AMERICAN MUSEUM	5,000,000				5,000,000	
	07FI0030	NASHVILLE SYMPHONY HALL	5,000,000				5,000,000	
	08HR0002	AFFORDABLE HOUSING - HOMELESSNESS INITIATIVE		450,000			450,000	
<b>MDHA TOTALS</b>			<b>10,000,000</b>	<b>450,000</b>			<b>10,450,000</b>	
Metro Transit Authority	08MT0001	MTA FY2008 CAPITAL REQUEST	7,000,000				7,000,000	
<b>Metro Transit Authority TOTALS</b>			<b>7,000,000</b>				<b>7,000,000</b>	
Parks	02PR012	MASTER PLAN FOR METRO PARKS/GREENWAYS - IMPLEMENTATION	14,464,800				14,464,800	1,486,100
	08PR0001	RIVERFRONT REDEVELOPMENT PLAN		8,000,000			8,000,000	125,000
	02PR015	PARK BUILDINGS AND FACILITIES- DEFERRED AND ONGOING MAINTENANCE	2,776,000				2,776,000	1,704,800
<b>Parks TOTALS</b>			<b>17,240,800</b>	<b>8,000,000</b>			<b>25,240,800</b>	<b>3,315,900</b>
Public Library	99PL001	BELLEVUE BRANCH REGIONAL LIBRARY	500,000				500,000	577,200
<b>Public Library TOTALS</b>			<b>500,000</b>				<b>500,000</b>	<b>577,200</b>

**Mayor's Approved Capital Spending Plan - FY 2008**

Department Name	Project ID	Project Title	BONDS			Self Funding	TOTAL	Operating Budget Impact
			GSD 2008	USD 2008	Schools 2008			
Metro Nashville Public Schools	03BE0001	APOLLO MIDDLE SCHOOL - ADD 20 CLASSROOMS FY2008. RENOVATIONS IN FY2011.			4,311,000		4,311,000	
	03BE0005	BUS REPLACEMENT MANDATORY			2,310,000		2,310,000	
	03BE0008	COLE ELEMENTARY - ADD 14 CLASSROOMS IN FY2008. RENOVATION IN FY2013.			3,205,000		3,205,000	
	03BE0011	DISTRICT VEHICLES			550,000		550,000	
	03BE0012	DISTRICT WIDE ADA COMPLIANCE			4,451,000		4,451,000	
	03BE0013	DISTRICT WIDE ELEMENTARY GYMS			2,400,000		2,400,000	259,000
	03BE0014	DISTRICT WIDE MIDDLE SCHOOL AIR CONDITIONING			535,000		535,000	
	03BE0041	MAPLEWOOD HIGH SCHOOL RENOVATION			11,260,000		11,260,000	
	03BE0053	ROOFING			3,000,000		3,000,000	
	03BE0055	SECURITY ENVIRONMENTAL, MAINTENANCE EMERGENCIES			3,000,000		3,000,000	
	03BE0057	TECHNOLOGY			14,500,000		14,500,000	
	04BE0025	MOSS, J. E. ELEMENTARY - ADD 5 CLASSROOMS IN FY2008. RENOVATION IN FY2012.			1,030,000		1,030,000	
	04BE0026	OVERTON HIGH - CAFETERIA / LIBRARY ADDITION IN FY2008. RENOVATION IN FY2013.			1,291,000		1,291,000	
	04BE0027	PARAGON MILLS - ADD 16 CLASSROOMS IN FY2008. RENOVATION IN FY2013.			3,544,000		3,544,000	101,000
	04BE0032	UNA ELEMENTARY - ADD 12 CLASSROOMS IN FY2008. RENOVATION IN FY2013.			2,446,000		2,446,000	78,000
	04BE0037	MIDDLE SCHOOL ATHLETIC FIELDS			300,000		300,000	
	07BE0001	PRE-K PLAYGROUNDS			275,000		275,000	
	08BE0001	CANE RIDGE HIGH SCHOOL ATHLETIC FIELDS AND CAMPUS IMPROVEMENTS			2,855,000		2,855,000	
	08BE0002	TEACHER TRAINING CENTER AT EAKIN			1,250,000		1,250,000	
	08BE0003	AIR CONDITION HIGH SCHOOL GYMS - METRO-WIDE			2,750,000		2,750,000	
	08BE0005	MISCELLANEOUS CAPITAL PROJECTS TO BE DETERMINED BY THE BOARD OF EDUCATION			1,500,000		1,500,000	
	08BE0006	SCHOOLS - ENERGY SAVINGS RETROFFITS				18,000,000	18,000,000	
	<b>Metro Nashville Public Schools TOTALS</b>					<b>66,763,000</b>	<b>18,000,000</b>	<b>84,763,000</b>

**Mayor's Approved Capital Spending Plan - FY 2008**

Department Name	Project ID	Project Title	BONDS			Self Funding	TOTAL	Operating Budget Impact
			GSD 2008	USD 2008	Schools 2008			
Public Works	01PW004	TRAFFIC SIGNAL MODIFICATION - USD - ADA		500,000			500,000	70,000
	01PW010	TDOT STATE ROUTE PAVING PROGRAM - RAMPS - USD		500,000			500,000	
	02PW011	BRIDGE PROGRAM - MAINTENANCE , REPAIR AND REHABILITATION	1,675,000				1,675,000	
	02PW012	BRIDGES DRAINAGE - REPLACEMENT/REPAIRS	565,000				565,000	
	02PW020	ROADWAY IMPROVEMENTS IN GSD.	10,000,000				10,000,000	
	02PW021	PAVING PROGRAM IN USD		3,757,500			3,757,500	
	02PW022	SIDEWALKS - CONSTRUCT/IMPROVE IN USD		4,000,000			4,000,000	
	02TP002	TRAFFIC SIGNAL EQUIPMENT - MODIFY		2,170,000			2,170,000	
	02UW010	BIKE ROUTE STRATEGIC PLAN	300,000				300,000	
	03PW0002	BORDEAUX LANDFILL	2,800,000				2,800,000	
	03PW0015	REPLACEMENT OF SAFETY LIGHTING ON SELECTED DOWNTOWN CORRIDORS		1,000,000			1,000,000	
	04PW0002	BRIDGE REPLACEMENTS		300,000			300,000	
	06PW0011	PAVING PROGRAM IN GSD	4,592,500				4,592,500	
	06PW0019	SIDEWALKS -CONSTRUCT AND IMPROVE IN GSD	1,000,000				1,000,000	
	06PW0026	TDOT STATE ROUTE PAVING PROGRAM - RAMPS - GSD	1,000,000				1,000,000	
	07PW0004	TRAFFIC SIGNAL MODIFICATION - ADA - GSD	125,000				125,000	
	08PW0005	ANNEXATION IN DISTRICT 32		2,000,000			2,000,000	
	08PW0006	DISTRICT 32 - REFINANCING OF DEBT TO NES				10,500,000	10,500,000	
<b>Public Works TOTALS</b>			<b>22,057,500</b>	<b>14,227,500</b>		<b>10,500,000</b>	<b>46,785,000</b>	
State Fair Board	08FB0004	REPAIR / UPGRADE ELECTRICAL SYSTEM IN RV LOTS AT THE TENNESSEE STATE FAIRGROUNDS				75,000	75,000	
	08FB0005	REPLACE 6 ROLL-UP DOORS IN THE LONG BARN / SPORTS ARENA				28,000	28,000	
	08FB0006	REPLACE EXISTING PIT AREA CONCESSION STAND WITH ADA COMPLIANT CONCESSION STAND				170,000	170,000	
<b>State Fair Board TOTALS</b>						<b>273,000</b>	<b>273,000</b>	
<b>Sub- Totals</b>			<b>86,785,100</b>	<b>22,677,500</b>	<b>66,763,000</b>	<b>59,107,500</b>	<b>235,333,100</b>	<b>7,401,100</b>
<b>Contingency / Cost of Issuance</b>			<b>2,603,553</b>	<b>680,325</b>	<b>2,002,890</b>		<b>5,286,768</b>	
<b>GRAND TOTAL</b>			<b>89,388,653</b>	<b>23,357,825</b>	<b>68,765,890</b>	<b>59,107,500</b>	<b>240,619,868</b>	<b>7,401,100</b>



**SUBSTITUTE BILL NO. BL 2008-174**

**A bill to be entitled: The Budget Ordinance of the Metropolitan  
Government of Nashville and Davidson County, Tennessee for  
Fiscal Year 2009**

WHEREAS, Article 6 of the Metropolitan Charter provides for the preparation of the Annual Operating Budget of the Metropolitan Government and for its submission to the Council by the Mayor not later than March 25 of each year.

BE IT ENACTED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

ARTICLE I

The amounts hereafter set out in Section I and Section II shall constitute the estimated revenues and applicable prorating provisions for property taxes, and the Operating Budget for The Metropolitan Government of Nashville and Davidson County, and the said sums specified herein are hereby appropriated for the purpose of meeting the expenses for the General Services District (GSD) and the Urban Services District (USD), respectively, for the various departments, institutions, offices, and agencies of the Metropolitan Government, and for meeting the payments of principal and interest on the Metropolitan Government debt maturing during the fiscal year beginning July 1, 2008 and ending June 30, 2009 (hereinafter referred to as Fiscal Year 2009).

The informational summary sheets immediately following are recapitulations of the detailed estimated revenue sources and budget appropriations by funds for purposes and in amounts numerically itemized by departmental accounts in subsequent schedules of Section I and Section II.

In order to facilitate proper grant accounting, the Director of Finance is hereby authorized to transfer grant-related appropriations and estimated revenues from the general funds to existing or new special revenue funds at his discretion.

The Director of Finance is hereby authorized to transfer funds as necessary to implement the Guaranteed Pension Plan program previously approved by the Metropolitan Council.

The Director of Finance is hereby authorized to carry forward and appropriate in FY 2009 any unencumbered and unexpended funds at June 30, 2008 for General Government Administration, Employee Benefits and Contingency; Community Support; and Reserve appropriations.

The Director of Finance is hereby authorized to carry forward and appropriate in FY 2009 any unencumbered and unexpended funds at June 30, 2008 for appropriations made from benefit trust fund accounts.

The Director of Finance is hereby authorized to carry forward and appropriate \$200,000 from the Unencumbered Fund Balance of the General Fund of the General Services District to the Metropolitan Transit Authority for the transportation of students attending public magnet schools.

From the fund balance of the Hotel Occupancy Tax Fund, the Director of Finance is authorized to allocate \$40,000 for Sister Cities, \$100,000 for the Sports Council, \$7,351,500 for the Sommet Center Subsidy, \$258,000 to the Farmer's Market, \$871,500 for the Municipal Auditorium Subsidy, \$100,000 to the Country Music Hall of Fame, \$300,000 for Partnership 2010, \$764,900 for the Regional Transit Authority (RTA), \$800,100 for the Convention Center Subsidy, \$399,600 for Opryland Hotel Tourist Development Zone, \$100,000 for the Adventure Science Center, \$650,000 for the Metropolitan Transit Authority, and \$100,000 for the Arts Commission.

The funds received by the Metropolitan Government from the Thermal Transfer Corporation upon the dissolution of the Thermal Transfer Corporation are appropriated for the purpose of paying any valid outstanding obligations of the Thermal Transfer Corporation and remediation cost and expenses incurred by the Metropolitan Government in connection with the redevelopment of the site where the plant of the Thermal Transfer Corporation was previously located.

From the funds appropriated to the Hospital Authority, there is allocated a sum not to exceed \$3,600,000 for the provision of inmate health care. These funds will be used exclusively at Metro General Hospital to purchase health care for inmates in the care and custody of the Sheriff. This provision will be administered by the Department of Health in consultation with the Hospital Authority and the Sheriff.

Funds received by the Metropolitan Government from the sale of real property owned by the Board of Education, less any expenses incurred by the Metropolitan Government in connection with the sale of such property, shall be allocated to Metro Schools by the Director of Finance and are appropriated for school purposes as determined by the Board of Education.

It is not the intention of the Metropolitan Council in adopting this budget ordinance or in the adoption of previous budget ordinances, to appropriate any monies for the payment of claims arising out of the performance of a government function and for which the defense of governmental immunity is a valid defense.

\$165,000 of the appropriations made in this Ordinance is contingent upon passage of legislation providing for additional revenue as follows:

<b>Additional Fee/Revenue</b>	
<b>Fee Description</b>	<b>Tax Funds</b>
Probation Fees	\$165,000
Total	\$165,000

The Director of Finance is hereby authorized to adjust the operating budgets of internal service funds, special revenue funds, enterprise funds and departmental operating budget accounts as required by Federal OMB Circular A-87 to implement select internal service fund eliminations and pay plan improvements.

This budget includes the funding to implement legislation authorizing the inclusion of certain Sheriff Department employees who have direct contact with inmates to the Police and Fire pension plan.

This budget assumes a significant reduction in credit/debit card processing fee expense paid by the Metropolitan Government. These fees are incurred when individuals use credit/debit cards in "point of sale" transactions with the Metropolitan Government. The processing fees constitute approximately 2.5% of each transaction. Legislation will be needed to repeal the fee waiver described in BL2001-777 and BL2006-1093 for point of sale transactions.

The Director of Finance is hereby authorized to carry forward and appropriate in FY 2009 \$41,000 from unencumbered and unexpended funds at June 30, 2008 from the Internal Audit Internal Service Fund for appropriations to Internal Audit General Services District accounts for the completion of audit projects authorized by the Internal Audit Committee in Fiscal Year 2008.



**Summary Of Estimated Revenue And Fund Balances To Support Appropriations**

**Fiscal Year  
2009**

<b>Revenue Source Or Description</b>	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>School Debt Service Fund</b>	<b>School Funds</b>	<b>Total</b>
<b>GENERAL SERVICES DISTRICT:</b>					
Property Taxes - Current Year	\$315,053,400	\$75,375,300	\$26,695,600	\$208,852,900	\$625,977,200
Property Taxes - Non Current Year	31,386,600	2,701,000	968,600	9,769,800	44,826,000
Local Option Sales Tax	98,050,900	2,777,300	17,953,500	178,060,300	296,842,000
Other Taxes, Licenses, and Permits	88,316,700	0	0	4,623,500	92,940,200
Fines, Forfeits, and Penalties	12,558,900	557,500	0	6,200	13,122,600
Revenues From Use of Money or Property	1,400,000	88,000	2,556,000	500,000	4,544,000
Other Agencies - Federal Direct	3,775,500	0	0	88,000	3,863,500
Other Agencies - Federal Through State	1,138,200	0	0	70,000	1,208,200
Other Agencies - Other Pass - Through	7,622,100	0	0	0	7,622,100
Other Agencies - State Direct	62,358,600	2,100,000	0	195,035,400	259,494,000
Other Agencies - Other Governments	729,500	0	0	1,800	731,300
Commissions and Fees	16,923,000	0	0	0	16,923,000
Charges for Current Services	27,868,700	950,000	0	660,000	29,478,700
Compensation from Property	344,400	0	0	353,000	697,400
Contributions and Gifts	658,300	0	0	610,000	1,268,300
Miscellaneous	1,084,700	0	0	95,100	1,179,800
Subtotal	\$669,269,500	\$84,549,100	\$48,173,700	\$598,726,000	\$1,400,718,300
Operating Transfers In	8,776,700	11,598,200	1,530,500	2,772,000	24,677,400
Non-Operating Transfers In	13,710,800	0	0	0	13,710,800
Subtotal	\$22,487,500	\$11,598,200	\$1,530,500	\$2,772,000	\$38,388,200
Appropriated Reserves	0	0	0	0	0
Appropriated Unreserved Fund Balances	0	1,408,800	10,722,000	19,264,100	31,394,900
Total Available for GSD Appropriations	<u>\$691,757,000</u>	<u>\$97,556,100</u>	<u>\$60,426,200</u>	<u>\$620,762,100</u>	<u>\$1,470,501,400</u>

**URBAN SERVICES DISTRICT:**

Property Taxes - Current Year	\$64,379,600	\$12,571,900	--	--	\$76,951,500
Property Taxes - Non Current Year	14,826,700	464,800	--	--	15,291,500
Local Option Sales Tax	0	0	--	--	0
Other Taxes, Licenses, and Permits	15,076,100	0	--	--	15,076,100
Revenues From Use of Money or Property	400,000	50,000	--	--	450,000
Other Agencies - Federal Direct	0	0	--	--	0
Other Agencies - State Direct	4,784,300	0	--	--	4,784,300
Other Agencies - Other Governments	0	0	--	--	0
Charges for Current Services	878,000	0	--	--	878,000
Compensation from Property	100,000	0	--	--	100,000
Operating Transfers In	0	4,010,200	--	--	4,010,200
Subtotal	\$100,444,700	\$17,096,900	--	--	\$117,541,600
Appropriated Unreserved Fund Balances	0	0	--	--	0
Total Available for USD Appropriations	<u>\$100,444,700</u>	<u>\$17,096,900</u>	<u>--</u>	<u>--</u>	<u>\$117,541,600</u>

## Recapitulation Of Appropriations In Appropriated Funds By District

Fiscal Year  
2009

Function	General Services District	Urban Services District	Duplicated by Interdistrict Interfund Transfers	Appropriation by Function and/or Fund
<b>GENERAL FUNDS:</b>				
General Government	\$135,685,000	\$24,271,100	\$0	\$159,956,100
Fiscal Administration	25,631,700	0	0	25,631,700
Administration of Justice	57,959,300	0	0	57,959,300
Law Enforcement and Care of Prisoners	199,216,900	481,000	481,000	199,216,900
Fire Prevention and Control	47,227,500	60,139,700	0	107,367,200
Regulation, Inspection, & Economic Development	19,461,300	843,400	0	20,304,700
Conservation of Natural Resources	476,800	0	0	476,800
Public Welfare	8,830,700	0	0	8,830,700
Public Health	84,095,700	0	0	84,095,700
Public Library System	19,981,100	0	0	19,981,100
Recreational, Cultural, & Community Support	42,876,300	357,700	0	43,234,000
Public Works, Highways and Streets	50,314,700	14,351,800	0	64,666,500
<b>GENERAL FUNDS TOTAL</b>	<b>\$691,757,000</b>	<b>\$100,444,700</b>	<b>\$481,000</b>	<b>\$791,720,700</b>
<b>DEBT SERVICE FUNDS</b>	<b>157,982,300</b>	<b>17,096,900</b>	<b>4,010,200</b>	<b>171,069,000</b>
<b>SCHOOL FUNDS</b>	<b>620,762,100</b>	<b>0</b>	<b>0</b>	<b>620,762,100</b>
<b>TOTAL APPROPRIATIONS BY DISTRICT</b>	<b>\$1,470,501,400</b>	<b>\$117,541,600</b>	<b>\$4,491,200</b>	<b>\$1,583,551,800</b>
Less GSD Interfund Transfer - GSD General to GSD DS	(11,598,200)	0	0	(11,598,200)
Less GSD Interfund Transfer - Schools to GSD General	(223,700)	0	0	(223,700)
Less GSD Interfund Transfer - Schools to School Debt	(1,530,500)	0	0	(1,530,500)
<b>NET APPROPRIATION BY DISTRICT</b>	<b>\$1,457,149,000</b>	<b>\$117,541,600</b>	<b>\$4,491,200</b>	<b>\$1,570,199,400</b>

## Estimated Unencumbered Beginning & Appropriated Fund Balances

Fiscal Year  
2009

This schedule is presented for information purposes only.

Fund	Estimated Unencumbered Fund Balance June 30, 2008	Appropriated for use in FY 2009 Budget	Estimated Unencumbered Fund Balance June 30, 2009	Estimated June 30, 2009 Balance as a Percent of FY'08 Budget
<b>GENERAL SERVICES DISTRICT:</b>				
General Fund	\$15,000,000	0	\$15,000,000	2.2%
Debt Service Fund	6,800,000	1,408,800	5,391,200	5.5%
Schools Fund	72,000,000	19,264,100	52,735,900	8.5%
Schools Debt Service Fund	51,000,000	10,722,000	40,278,000	66.7%
<b>URBAN SERVICES DISTRICT:</b>				
General Fund	\$6,000,000	\$0	\$6,000,000	6.0%
Debt Service Fund	800,000	0	800,000	4.7%

**Provisions for Prorating Property Taxes:**

2007 (Preceding) and Prior Years: 2007 and prior years' Property Taxes of the General Services District and/or the former Davidson County, collected pursuant to revenue account numbers 401211 through 401330 of this Section during Fiscal Year 2009, are to be prorated consistent with the tax levy ordinance applicable for the tax year and fiscal year in which the tax was originally levied. However, such taxes levied prior to 1995 shall be deposited to the General Fund of the General Services District.

2008 Property Taxes: 2008 Property Taxes of the General Services District, collected pursuant to revenue account numbers 401110 through 401130 of this Section during Fiscal Year 2009 are to be prorated consistent with the tax levy ordinance for Fiscal Year 2009. Therefore, all such taxes are prorated as follows:

Fund	GSD Outside USD	GSD Inside USD
10101 GSD General Fund	50.99%	50.00%
35131 GSD Schools Fund	32.92%	33.59%
20115 GSD Debt Service Fund	11.88%	12.12%
25104 GSD Schools Debt Service Fund	4.21%	4.29%
	<u>100.00%</u>	<u>100.00%</u>

**Section I: General Services District**

**Fiscal Year**

**Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations**

**2009**

Object Acct	Revenue Source Or Description	10101	20115	25104	35131	Total
		General Fund	Debt Services Fund	MNPS Debt Service Fund	MNPS Funds	
<b>PROPERTY TAXES:</b>						
<b>Property Taxes - Current Year</b>						
401110	Real Property - current year	283,317,200	67,782,600	24,006,500	187,814,500	\$562,920,800
401120	Personal Property - current year	19,150,600	4,581,700	1,622,700	12,695,300	38,050,300
401130	Public Utility - current year	12,585,600	3,011,000	1,066,400	8,343,100	25,006,100
	<b>Subtotal Property Taxes - Current Year</b>	<b>\$315,053,400</b>	<b>\$75,375,300</b>	<b>\$26,695,600</b>	<b>\$208,852,900</b>	<b>\$625,977,200</b>
<b>Property Taxes - Non Current Year</b>						
401201	Delinquent Property Taxes Sold	10,700,400	2,560,100	906,700	7,093,400	\$21,260,600
401222	Personal Collection - preceding year	411,200	104,600	46,200	276,300	838,300
401232	Public Utility Collection - preceding year	60,200	16,700	5,300	41,100	123,300
401324	Personal-C&M Tax Lit Pri	83,000	19,600	10,400	59,000	172,000
401330	Public Utility - prior	77,000	0	0	0	77,000
401520	Interest/ Penalty- Collections	286,600	0	0	0	286,600
401531	Attorney Fees - C & M	623,200	0	0	0	623,200
401540	Tax Summons Fees	65,000	0	0	0	65,000
401541	Tax Summons Fees - Personal	9,200	0	0	0	9,200
401542	Interest Prop Tax Sold	1,270,800	0	0	0	1,270,800
401610	In-Lieu - current	17,800,000	0	0	2,300,000	20,100,000
	<b>Subtotal Property Taxes - Non Current Year</b>	<b>\$31,386,600</b>	<b>\$2,701,000</b>	<b>\$968,600</b>	<b>\$9,769,800</b>	<b>\$44,826,000</b>
	<b>TOTAL PROPERTY TAXES</b>	<b>\$346,440,000</b>	<b>\$78,076,300</b>	<b>\$27,664,200</b>	<b>\$218,622,700</b>	<b>\$670,803,200</b>
<b>LOCAL OPTION SALES TAX:</b>						
402000	Local Option Sales Tax	97,982,400	2,777,300	17,953,500	177,988,600	\$296,701,800
402100	TN Telecommunication Sales Tax	68,500	0	0	71,700	140,200
	<b>TOTAL LOCAL OPTION SALES TAX</b>	<b>\$98,050,900</b>	<b>\$2,777,300</b>	<b>\$17,953,500</b>	<b>\$178,060,300</b>	<b>\$296,842,000</b>
<b>OTHER TAXES, LICENSES, AND PERMITS:</b>						
403101	Marriage License	0	0	0	43,000	\$43,000
403103	Special Private License	5,000	0	0	0	\$5,000
403104	Taxicab License	140,000	0	0	0	140,000
403105	Motor Vehicle License	23,000,000	0	0	0	23,000,000
403106	General Wrecker License	14,600	0	0	0	14,600
403107	Emergency Wrecker License	18,000	0	0	0	18,000
403108	Pawnbroker License	100	0	0	0	100
403111	Pet Registration	330,000	0	0	0	330,000
403114	Arborist License	200	0	0	0	200
403116	Helping Schools License	0	0	0	5,000	5,000
403119	Tattoo License	16,500	0	0	0	16,500
403120	Adult Entertainment License	27,000	0	0	0	27,000
403123	Horse-Drawn Carriage License	1,600	0	0	0	1,600
403201	Commercial Vehicle Wheel Tax	3,000,000	0	0	0	3,000,000
403202	Wholesale Beer Tax	15,500,000	0	0	0	15,500,000
403203	Alcoholic Beverage Privilege Tax	210,000	0	0	0	210,000
403204	Alcoholic Beverage Gross Receipt Tax	375,800	0	0	4,575,500	4,951,300
403205	Beer Permit Privilege Tax	141,000	0	0	0	141,000
403206	Business Tax	12,200,000	0	0	0	12,200,000
403208	Mineral Severance Tax	680,000	0	0	0	680,000
403301	Wholesale Liquor Tax	3,100,000	0	0	0	3,100,000
403303	Taxicab Driver Permit	42,000	0	0	0	42,000

**Section I: General Services District**

**Fiscal Year**

**Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations**

**2009**

Object Acct	Revenue Source Or Description	10101	20115	25104	35131	Total
		General Fund	Debt Services Fund	MNPS Debt Service Fund	MNPS Funds	
403304	Wrecker Permit	11,600	0	0	0	11,600
403305	Building Permit	5,950,000	0	0	0	5,950,000
403306	Electrical Permit	1,550,000	0	0	0	1,550,000
403307	Plumbing Permit	1,050,000	0	0	0	1,050,000
403308	Excavation Permit	200,000	0	0	0	200,000
403309	Beer Permit	72,500	0	0	0	72,500
403310	Gas Code Permit	950,000	0	0	0	950,000
403311	Alarm Device Permit	1,200,000	0	0	0	1,200,000
403315	Air Pollution Permit	50,000	0	0	0	50,000
403317	Dance Permit	24,000	0	0	0	24,000
403319	Meter Occupancy Permit	50,000	0	0	0	50,000
403320	Temporary Street Close Permit	400,000	0	0	0	400,000
403321	Event & Film Permit	6,800	0	0	0	6,800
403400	Franchises-Other	11,000,000	0	0	0	11,000,000
403401	Franchises - Cable Television	7,000,000	0	0	0	7,000,000
<b>TOTAL OTHER TAXES, LICENSES, &amp; PERMITS</b>		<b>\$88,316,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,623,500</b>	<b>\$92,940,200</b>
<b>FINES, FORFEITS AND PENALTIES:</b>						
404002	Home School Penalty	0	0	0	5,000	\$5,000
404007	Return Check Fees	200	0	0	0	200
404101	Metro Courts Fines & Costs - Div I	675,000	0	0	0	675,000
404103	Drug Screening Fine - Gen Sess Ct	36,000	0	0	0	36,000
404104	Beer Law Violation Fine	40,000	0	0	0	40,000
404105	Gen'l Sessions - Traffic Viol. Ad. Fee	450,000	0	0	0	450,000
404106	Gen'l Sessions - DUI Fines - Crim. Ct Clk	373,000	0	0	0	373,000
404107	Game/Fish Violation Fine - GS Crim. Div.	2,900	0	0	0	2,900
404108	Environmental Court Fine	72,000	0	0	0	72,000
404109	Pre-Trial Diversion Cost	3,200	0	0	0	3,200
404110	Indigent Defendant Cost	180,000	0	0	0	180,000
404111	Traffic Violation Fine	5,300,000	0	0	0	5,300,000
404200	Court Clerk - Fines & Costs - Criminal	420,000	0	0	0	420,000
404210	Food Inspection - Civil Fine	40,000	0	0	0	40,000
404211	Impact Demo Prog Fee	500	0	0	0	500
404216	Alcohol & Drug Assessments	1,500	0	0	0	1,500
404244	Return Prisoners Cost	1,000	0	0	0	1,000
404250	Juvenile Inmate Board	25,000	0	0	0	25,000
404300	DUI & Safety Ed Program - Gen'l Sess	2,750,000	0	0	0	2,750,000
404350	Breath Alcohol Test Fees - Criminal Ct	11,500	0	0	0	11,500
404451	DUI Probation Supervision Fees	51,000	0	0	0	51,000
404452	Gen Sess Ct - Electronic Monitor Prog	18,000	0	0	0	18,000
404454	CCC Probation Fees	743,000	0	0	0	743,000
404501	Vcnt Lot Cleanup Prog	100,000	0	0	0	100,000
404502	Environmental Ct. Penalty	70,000	0	0	0	70,000
404503	Vacant Lot Legal Fees	1,400	0	0	0	1,400
404600	Litigation Tax	1,138,700	0	0	0	1,138,700
404620	Jail Construc/Upgrade	0	557,500	0	0	557,500
404630	Courtroom Security Enhanc Fee	27,000	0	0	0	27,000
404780	Sale-Confiscated Property	12,000	0	0	0	12,000
404800	Escheats	16,000	0	0	0	16,000
404900	Court Ordered Restitutions	0	0	0	1,200	1,200
<b>TOTAL FINES, FORFEITS AND PENALTIES</b>		<b>\$12,558,900</b>	<b>\$557,500</b>	<b>\$0</b>	<b>\$6,200</b>	<b>\$13,122,600</b>

**Section I: General Services District**

**Fiscal Year**

**Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations**

**2009**

Object Acct	Revenue Source Or Description	10101	20115	25104	35131	Total
		General Fund	Debt Services Fund	MNPS Debt Service Fund	MNPS Funds	
<b>REVENUES FROM USE OF MONEY OR PROPERTY:</b>						
405251	Interest - LGIP	0	0	500,000	500,000	1,000,000
405311	Interest - Savings	200,000	0	0	0	200,000
405470	Interest - MIP	400,000	0	0	0	400,000
405471	Interest - MIP	800,000	88,000	2,056,000	0	2,944,000
<b>TOTAL FROM USE OF MONEY OR PROPERTY</b>		<b>\$1,400,000</b>	<b>\$88,000</b>	<b>\$2,556,000</b>	<b>\$500,000</b>	<b>\$4,544,000</b>

\* The Director of Finance shall adjust the interest earnings of each account in the Metro Investment Pool to recover a pro-rata share of the costs of the Treasurer's investment program.

**REVENUE FROM OTHER GOVERNMENT AGENCIES:**

**Other Agencies - Federal Direct**

406100	Federal Direct	0	0	0	88,000	\$88,000
406125	Medicare Part D	1,815,500	0	0	0	\$1,815,500
406150	US Marshall Reimbursement	1,960,000	0	0	0	1,960,000
<b>Subtotal Other Agencies - Federal Direct</b>		<b>\$3,775,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$88,000</b>	<b>\$3,863,500</b>

**Other Agencies - Federal Thru State**

406200	Federal Received Thru State Of Tenn.	1,003,000	0	0	70,000	\$1,073,000
406210	Medicare/TN Care thru State	23,400	0	0	0	23,400
406211	ADPI-Medicare/TN Care thru State	111,800	0	0	0	\$111,800
<b>Subtotal Other Agencies - Federal Thru State</b>		<b>\$1,138,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$1,208,200</b>

**Other Agencies - Other Pass-Through**

406300	Federal thru Other - Pass Through CARE	35,000	0	0	0	\$35,000
406300	Federal thru Other - Pass Through HHS	442,000	0	0	0	\$442,000
406300	Federal thru Other - Pass Through Home	70,000	0	0	0	\$70,000
406300	Federal thru Other - Pass Through USDA	64,000	0	0	0	\$64,000
406311	ADPI-Medicare/TN Care thru other	1,665,400	0	0	0	\$1,665,400
406321	ADPI-Medicare thru Other Pass T	5,275,700	0	0	0	\$5,275,700
406330	GNRC Transportation	70,000	0	0	0	\$70,000
<b>Subtotal Other Agencies - Oth. Pass-Through</b>		<b>\$7,622,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,622,100</b>

**Other Agencies - State Direct**

406401	TN Funded Programs	145,700	0	0	0	\$145,700
406402	Alc Bev Tax Apportion	497,300	0	0	0	497,300
406404	Gas & Fuel County	6,326,000	0	0	0	6,326,000
406405	Gas & Fuel City	9,715,000	0	0	0	9,715,000
406406	Income Tax	6,000,000	0	0	0	6,000,000
406407	TN Sales Tax Levy	29,000,000	2,100,000	0	0	31,100,000
406408	TN Beer Tax Allocation	241,000	0	0	0	241,000
406409	TN Excise Tax Allocation	377,000	0	0	0	377,000
406410	Gas Inspection Fees	1,322,000	0	0	0	1,322,000
406412	Jail Inmate Reimbursement	4,300,000	0	0	0	4,300,000
406415	TN Cost Reimbursement	4,018,600	0	0	0	4,018,600
406417	Jury Lunch Reimbursement	16,000	0	0	0	16,000
406426	TennCare	400,000	0	0	0	400,000
406430	TN MNPS Basic Education Program	0	0	0	189,318,000	189,318,000
406431	TN MNPS Career Teachers Program	0	0	0	3,433,200	3,433,200
406432	TN MNPS Court Reporting Srv	0	0	0	15,000	15,000

**Section I: General Services District**

**Fiscal Year**

**Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations**

**2009**

Object Acct	Revenue Source Or Description	10101	20115	25104	35131	Total
		General Fund	Debt Services Fund	MNPS Debt Service Fund	MNPS Funds	
406433	TN MNPS Excess Cost	0	0	0	469,200	469,200
406434	TN MNPS Extended Contract	0	0	0	1,800,000	1,800,000
<b>Subtotal Other Agencies - State Direct</b>		<b>\$62,358,600</b>	<b>\$2,100,000</b>	<b>\$0</b>	<b>\$195,035,400</b>	<b>\$259,494,000</b>
<b>Other Agencies - Other Government Agencies</b>						
406500	Other TN Gov't Agencies	310,000	0	0	1,800	311,800
406603	MDHA	10,000	0	0	0	10,000
406605	E911	4,800	0	0	0	4,800
406606	Emergency Communications District	404,700	0	0	0	404,700
<b>Subtotal Other Agencies-Other Gov Agencies</b>		<b>\$729,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800</b>	<b>\$731,300</b>
<b>TOTAL FROM OTHER GOVERNMENT AGENCIES</b>		<b>\$75,623,900</b>	<b>\$2,100,000</b>	<b>\$0</b>	<b>\$195,195,200</b>	<b>\$272,919,100</b>
<b>COMMISSIONS AND FEES:</b>						
<b>Commissions and Fees - Court Clerks</b>						
407200	Circuit Court Clerk	5,000,000	0	0	0	\$5,000,000
407200	Juvenile Court Clerk	595,000	0	0	0	\$595,000
407200	Clerk & Master, Chancery Court	1,638,000	0	0	0	1,638,000
407200	Criminal Court Clerk	2,180,000	0	0	0	2,180,000
407250	Agency Collections -Crim Ct Clk	60,000	0	0	0	60,000
<b>Subtotal Commissions &amp; Fees - Court Clerks</b>		<b>\$9,473,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,473,000</b>
<b>Commissions and Fees - Elected Officials</b>						
407300	County Clerk	4,700,000	0	0	0	\$4,700,000
407300	Register of Deeds	2,750,000	0	0	0	2,750,000
<b>Subtotal Commission &amp; Fees - Elected Off.</b>		<b>\$7,450,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,450,000</b>
<b>TOTAL COMMISSIONS AND FEES</b>		<b>\$16,923,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,923,000</b>
<b>CHARGES FOR CURRENT SERVICES:</b>						
<b>Charges for Current Services - Goods</b>						
407601	Photostat and Microfilming	456,300	0	0	0	\$456,300
407602	Sales of Plans and Specifications	2,500	0	0	0	2,500
407604	Sales of Maps	700	0	0	0	700
407605	Sales of Voter Registration Lists	1,800	0	0	0	1,800
407606	Recycled Materials	7,500	0	0	10,000	17,500
407609	Code Book	800	0	0	0	800
407613	Building Permit Data	1,200	0	0	0	1,200
407627	Certificates-Vital Statistics	461,000	0	0	0	461,000
407651	Medical Reports	7,500	0	0	0	7,500
407654	Concessions	85,000	0	0	0	85,000
407655	Re-sale Inventory	500,000	0	0	0	500,000
<b>Subtotal Charges for Current Services - GSD</b>		<b>\$1,524,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$1,534,300</b>
<b>Charges for Current Services - Services</b>						
407701	Building Appeals	321,000	0	0	0	\$321,000
407706	Advertising Fees	6,900	0	0	0	6,900
407707	Plans Examination - Codes	575,000	0	0	0	575,000
407708	Zone Change	477,500	0	0	0	477,500
407711	Planned Unit Development Review	183,400	0	0	0	183,400
407713	Foreign Trade Zone Fees	68,000	0	0	0	68,000
407714	Small City Election	10,000	0	0	0	10,000

**Section I: General Services District**

**Fiscal Year**

**Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations**

**2009**

Object Acct	Revenue Source Or Description	10101	20115	25104	35131	Total
		General Fund	Debt Services Fund	MNPS Debt Service Fund	MNPS Funds	
407717	Alarm Appeals	2,000	0	0	0	2,000
407718	Metro Clerk - Lobbyist Registration	2,000	0	0	0	2,000
407719	Sheriff Background Check	8,000	0	0	0	8,000
407721	Supervision Fees	23,000	0	0	0	23,000
407723	Video Production	200	0	0	0	200
407724	FHA-VA Inspection Fees	2,500	0	0	0	2,500
407725	Pre-Trial Release Services	100,000	0	0	0	100,000
407727	Vital Statistics	1,000	0	0	0	1,000
407728	Subdivision Review Fees	711,800	0	0	0	711,800
407731	Primary Clinic Fees - Individuals	165,000	0	0	0	\$165,000
407732	Primary Care - Insurance	1,000	0	0	0	1,000
407733	Vehicle Emission Test	1,947,800	0	0	0	1,947,800
407737	State Inspection	1,065,000	0	0	0	1,065,000
407738	Immunization Fees	200,000	0	0	0	200,000
407739	BTC Prescription Co-Pymts	50,000	0	0	0	50,000
407740	State Inspection-Summer Food	5,000	0	0	0	5,000
407743	Parking Fees	4,434,300	950,000	0	0	5,384,300
407744	St and Alley Map Amend	9,000	0	0	0	9,000
407746	Family Planning Fees	30,000	0	0	0	30,000
407748	Emergency Ambulance	4,300	0	0	0	4,300
407749	Spec Police Commission	11,000	0	0	0	11,000
407753	ADPI-Emergency Ambulance	6,025,300	0	0	0	6,025,300
407754	House Mover Escort Srv	3,000	0	0	0	3,000
407755	Abandon Vehicles	2,500	0	0	0	2,500
407759	Engineering Fees	55,000	0	0	0	55,000
407760	PAS Emergency Ambulance	13,000	0	0	0	13,000
407761	PAS EMS ADPI Collections	441,400	0	0	0	441,400
407763	Residential Permit Parking	1,300	0	0	0	1,300
407764	Loading Zone Permits	6,300	0	0	0	6,300
407765	Valet Parking Permits	3,000	0	0	0	3,000
407782	Telephone-Non Metro	500	0	0	0	500
407783	Pound Fees	115,000	0	0	0	115,000
407784	Fees for Transcripts and Records	0	0	0	650,000	650,000
407786	Liquid Nutrition Program	24,500	0	0	0	24,500
407788	Serve Summons Costs - Sheriff	1,300,000	0	0	0	1,300,000
407789	Inmate Process Fees	120,000	0	0	0	120,000
407790	Medical Co-Pay - Inmates	28,000	0	0	0	28,000
407791	Inmate Board	200,000	0	0	0	200,000
407793	Out of County Processing	220,000	0	0	0	220,000
407797	Landlord Registration Fees	20,600	0	0	0	20,600
<b>Subtotal- Charges for Current Services - Serv.</b>		<b>\$18,994,100</b>	<b>\$950,000</b>	<b>\$0</b>	<b>\$650,000</b>	<b>\$20,594,100</b>
<b>Charges for Current Services - User Fees</b>						
407801	Admissions - Parks	2,205,000	0	0	0	\$2,205,000
407803	Athletic Fees	4,440,600	0	0	0	4,440,600
407807	Workshop Fees - Class	15,000	0	0	0	15,000
407808	Facility Use Fee	12,000	0	0	0	12,000
407808	Facility Use - Dock	23,500	0	0	0	23,500
407808	Facility Use - Softball Field	17,000	0	0	0	17,000
407808	Facility Use - Horse Stable	500	0	0	0	500
407808	Facility Use - Parks	58,000	0	0	0	58,000
407815	Public Library Fees	523,700	0	0	0	523,700
<b>Subtotal Charges for Current Services - Fees</b>		<b>\$7,295,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,295,300</b>



**Section I: General Services District**

**Fiscal Year**

**Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations**

**2009**

Object Acct	Revenue Source Or Description	10101	20115	25104	35131	Total
		General Fund	Debt Services Fund	MNPS Debt Service Fund	MNPS Funds	
<b>Charges for Current Services - Other Services</b>						
407901	Legal Services	55,000	0	0		\$55,000
<b>Subtotal Charges for Current Services - Other</b>		<b>\$55,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,000</b>
<b>TOTAL CHARGES FOR CURRENT Services</b>		<b>\$27,868,700</b>	<b>\$950,000</b>	<b>\$0</b>	<b>\$660,000</b>	<b>\$29,478,700</b>
<b>COMPENSATION FROM PROPERTY:</b>						
408603	Gain (Loss) Equip/Other	0	0	0	150,000	\$150,000
408702	External Source Recovery	9,400	0	0	3,000	12,400
408703	Subrogation Recovery	100,000	0	0	0	100,000
408800	Rental	235,000	0	0	200,000	435,000
		<b>\$344,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$353,000</b>	<b>\$697,400</b>
<b>TOTAL COMPENSATION FROM PROPERTY</b>		<b>\$344,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$353,000</b>	<b>\$697,400</b>
<b>CONTRIBUTIONS AND GIFTS:</b>						
409300	Contributions-Group/Indiv: MNPS	0	0	0	610,000	\$610,000
409300	Contributions-Group/Indiv: Soc Services	58,300	0	0	0	58,300
409300	Contributions-Group/Indiv: Health	600,000	0	0	0	600,000
<b>TOTAL CONTRIBUTIONS AND GIFTS</b>		<b>\$658,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$610,000</b>	<b>\$1,268,300</b>
<b>MISCELLANEOUS:</b>						
409504	Telephone	720,000	0	0	0	\$720,000
409505	Vending	0	0	0	100	100
409513	Finders Fees-Rtn SSI	50,000	0	0	0	50,000
409514	Cost Reimbursement	300,700	0	0	0	300,700
409515	Sale of Misc Items	10,000	0	0	0	10,000
406518	Other	0	0	0	5,000	5,000
409522	GED Testing	4,000	0	0	0	4,000
418129	Misc. Rebates	0	0	0	90,000	90,000
<b>TOTAL MISCELLANEOUS</b>		<b>\$1,084,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$95,100</b>	<b>\$1,179,800</b>
<b>OPERATING TRANSFERS IN</b>						
431001	Social Services	2,500	0	0	0	\$2,500
431001	MNPS-Debt Service	0	0	1,530,500	0	1,530,500
431001	Surplus Parking-Public Works	80,600	0	0	0	80,600
431100	Transfer Legal Services: Water & Sewer	169,000	0	0	0	169,000
431100	Transfer Legal Services: MNPS	192,000	0	0	0	192,000
431100	Transfer Legal Services: Solid Waste	53,400	0	0	0	53,400
431100	Transfer Legal Services: Judgement and Lc	1,020,000	0	0	0	1,020,000
431100	Transfer Legal Services: Self Insured Liabil	650,000	0	0	0	650,000
431100	Transfer Legal Services: Capital Plan	30,000	0	0	0	30,000
431100	Transfer Legal Services: Police Professiona	100,000	0	0	0	100,000
431103	POL - Admin. Secondary Emp	142,000	0	0	0	142,000
431103	POL - MDHA Task Force	67,500	0	0	0	67,500
431103	POL - Vehicle Impound	204,500	0	0	0	204,500
431220	Transfer 18301 - Police Services	481,000	0	0	0	481,000

**Section I: General Services District**

**Fiscal Year**

**Schedule A: Estimated Revenues & Fund Balances Supporting Appropriations**

**2009**

Object Acct	Revenue Source Or Description	10101	20115	25104	35131	Total
		General Fund	Debt Services Fund	MNPS Debt Service Fund	MNPS Funds	
431500	Transfer Debt Service (Self-Funding)	0	8,048,500	0	0	8,048,500
431500	Transfer Debt Service (Parks & Rec)	0	179,400	0	0	179,400
431501	Transfer Stadium Debt	0	3,200,000	0	0	3,200,000
431520	Transfer Social Services Energy	0	46,600	0	0	46,600
431520	Transfer Health Energy Plan	0	123,700	0	0	123,700
431540	Transfer MNPS Activity Funds	0	0	0	90,000	90,000
431551	Transfer MNPS Fmly Res Ctr: Soc Serv	31,700	0	0	0	31,700
431552	Transfer MNPS Indirect	0	0	0	2,000,000	2,000,000
431553	Transfer MNPS Field Trip	0	0	0	346,800	346,800
431558	Transfer MNPS Travel	0	0	0	200	200
431565	Transfer MNPS Transportation	0	0	0	335,000	335,000
431700	Transfer Finance Payroll	115,000	0	0	0	115,000
431800	Transfer Hotel Occupancy	5,437,500	0	0	0	5,437,500
<b>TOTAL OPERATING TRANSFERS IN</b>		<b>\$8,776,700</b>	<b>\$11,598,200</b>	<b>\$1,530,500</b>	<b>\$2,772,000</b>	<b>\$24,677,400</b>
<b>OPERATING TRANSFERS FOR LOCAP</b>						
442001	Bordeaux Hospital	1,832,600	0	0	0	1,832,600
442001	General Hospital	2,885,900	0	0	0	2,885,900
442001	Knowles Home	61,600	0	0	0	61,600
442002	POL - Admin. Secondary Emp	116,000	0	0	0	116,000
442002	POL - MDHA Task Force	55,000	0	0	0	55,000
442002	PW - Solid Waste	1,178,700	0	0	0	1,178,700
442002	HEA - Health Dept Grant Fund	1,239,400	0	0	0	1,239,400
442002	Metro Transit Authority	91,700	0	0	0	91,700
442002	Farmer's Market	42,600	0	0	0	42,600
442002	State Fair Admin	171,600	0	0	0	171,600
442002	Convention Center	117,900	0	0	0	117,900
442002	GSR - Surplus Property Auction	45,200	0	0	0	45,200
442002	POL - Vehicle Impound	204,500	0	0	0	204,500
442002	W & S Operating	5,336,900	0	0	0	5,336,900
442002	Nashville Career Advancement Center-NCA	84,200	0	0	0	84,200
442002	Storm Water	28,400	0	0	0	28,400
442002	Community Education	49,600	0	0	0	49,600
442002	District Energy Services-DES	88,700	0	0	0	88,700
442002	Municipal Auditorium	80,300	0	0	0	80,300
<b>OPERATING TRANSFERS FOR LOCAP</b>		<b>\$13,710,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,710,800</b>
<b>GRAND TOTAL REVENUE TO GSD</b>		<b>\$691,757,000</b>	<b>\$96,147,300</b>	<b>\$49,704,200</b>	<b>\$601,498,000</b>	<b>\$1,439,106,500</b>
<b>APPROPRIATIONS OF FUND BALANCES:</b>						
323000	Reserves	\$0	\$0	\$0	0	\$0
335000	Undesignated Fund Balance	-	1,408,800	10,722,000	19,264,100	31,394,900
<b>TOTAL REVENUE TO SUPPORT APPROPRIATNS</b>		<b>\$691,757,000</b>	<b>\$97,556,100</b>	<b>\$60,426,200</b>	<b>\$620,762,100</b>	<b>\$1,470,501,400</b>

**Section I: General Services District**  
**Schedule B: General Fund Appropriations**

**Fiscal Year**  
**2009**

Dept Number	Description	Department or Function Total
<b>GENERAL GOVERNMENT:</b>		
01	Administration	
	Internal Support:	
	01101127 Facility Rental	\$ 1,220,100
	01101180 Relocation Metro Agencies	140,300
	01101301 Insurance Reserve	1,429,900
	01101302 Surety Bonds	17,300
	01101303 Corp Dues/Contribution	350,000
	01101308 Judgments and Losses	1,175,100
	01101315 Pay Plan Improvements <sup>1</sup>	2,894,700
	01101412 Post Audits	1,500,000
	01101416 Subsidy Advance Planning	145,200
	The Director of Finance is hereby authorized to transfer required funds to the Advanced Planning and Research Fund to fund Metro obligations toward MPO planning and research studies. In the case of multi-county grants, Metro shall only fund its proportionate share of the grant match as certified by the Director of Planning and approved by the Director of Finance.	
	01101499 Transfer General Fund 4% Reserve Fund	23,705,700
	01102150 Administrative Support for Metro Schools	750,300
	These funds are appropriated to pay for general fund administrative activities supporting Metro Schools.	
	Subtotal Administration Internal Support	\$ 33,328,600
	Employee Benefits:	
	01101104 County Retirement Match	\$3,501,900
	01101107 Contribution Teachers Retirement Match	6,900,400
	01101109 Health Insurance Match	29,887,900
	01101110 Death Benefit Payments	200,000
	01101113 Pensioners IOD Medical Expense	3,447,800
	01101114 Unemployment Compensation	500,000
	01101115 Life Insurance Match	1,392,400
	01101120 Empl IOD Medical Expense	6,129,100
	01101140 Benefit Adjustments <sup>2</sup>	4,744,100
	Subtotal Administration Employee Benefits	\$56,703,600
	Contingency:	
	01101224 Contingency Subrogation <sup>3</sup>	\$100,000
	01101218 District Energy System	2,256,100
	01101481 Contingency for Vacant Space	1,330,600
	01101485 Contingency ADA Operations	673,000
	01101566 Contingency Utility Expense	1,225,000
	The Director of Finance is hereby authorized to allocate and transfer this budget appropriation to the budgets of the various departments and accounts in the fund and operating budget funds during the fiscal year as necessary to cover anticipated increases in utility costs during the fiscal year.	

**Section I: General Services District**  
**Schedule B: General Fund Appropriations**

**Fiscal Year**  
**2009**

Dept Number	Description	Department or Function Total
01101590	Contingency for Independent Medical Exams The Director of Finance is hereby authorized to allocate and transfer this appropriation to the Metro Health department as necessary to cover costs incurred for conducting independent medical exams not previously authorized by the Metro Benefit Board.	10,000
Subtotal Administration Contingency		<u>\$5,594,700</u>
<p><sup>1</sup> The Director of Finance is authorized to allocate and transfer this budget appropriation to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.</p> <p><sup>2</sup> The Director of Finance is authorized to allocate and transfer this budget appropriation, and the fringe benefit budget appropriations of the various departments and accounts of this fund, to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.</p> <p><sup>3</sup> Account 01101224 is subject to transfer to various departments, agencies, etc. upon approval of the Department of Law and submittal of budget detail to the Department of Finance.</p>		
<b>Total 01 Administration</b>		<b>\$ 95,626,900</b>
02	Metropolitan Council	1,955,200
03	Metropolitan Clerk	1,226,900
04	Mayor's Office	3,757,200
05	Election Commission	3,930,200
06	Department of Law	5,339,800
07	Planning Commission	3,874,900
08	Human Resources	4,803,200
09	Register of Deeds	385,900
10	General Services	1,380,900
11	Historical Commission	667,500
14	Information Systems - Government Access TV	668,200
91	Emergency Communication Center	12,068,200
<b>TOTAL GENERAL GOVERNMENT FUNCTION</b>		<b>\$ 135,685,000</b>
<b>FISCAL ADMINISTRATION:</b>		
15	Finance	\$10,091,400
16	Assessor of Property	7,406,200
17	Trustee	2,035,700
18	County Clerk	4,664,200
48	Internal Audit	1,434,200
<b>TOTAL FISCAL ADMINISTRATION FUNCTION</b>		<b>\$25,631,700</b>
<b>ADMINISTRATION OF JUSTICE:</b>		
19	District Attorney	\$4,959,500
21	Public Defender	5,639,100
22	Juvenile Court Clerk	1,605,800
23	Circuit Court Clerk	4,381,400

**Section I: General Services District**  
**Schedule B: General Fund Appropriations**

**Fiscal Year**  
**2009**

<u>Dept Number</u>	<u>Description</u>	<u>Department or Function Total</u>
24	Criminal Court Clerk	5,807,200
25	Clerk and Master - Chancery	1,860,400
26	Juvenile Court	12,108,500
27	General Sessions Court	10,959,300
28	State Trial Courts *	7,965,600
	* Any reimbursements from the State of Tennessee for expenses incurred by the State Trial Courts will be returned to the General Fund.	
29	Justice Information System	2,233,800
47	Criminal Justice Planning	438,700
<b>TOTAL ADMINISTRATION OF JUSTICE FUNCTION</b>		<u><u>\$57,959,300</u></u>
<b>LAW ENFORCEMENT AND CARE OF PRISONERS:</b>		
30	Sheriff's Office	\$57,058,600
31	Police Department	142,158,300
<b>TOTAL LAW ENFORCEMENT AND CARE OF PRISONERS FUNCTION</b>		<u><u>\$199,216,900</u></u>
<b>FIRE PREVENTION AND CONTROL:</b>		
32	Fire Department and EMS Services *	\$47,227,500
	*The Director of Finance may transfer the appropriations and fund balances between USD and GSD General Fund, to the extent possible, given the availability of funds.	
<b>TOTAL FIRE PREVENTION AND CONTROL FUNCTION</b>		<u><u>\$47,227,500</u></u>
<b>REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT:</b>		
01	Economic Development	
	01101118 Economic Job Development Incentive	1,800,000
	01101213 Nashville Career Advancement Center (NCAC) Local Match	165,600
	01101222 Coliseum Capital Maintenance Fund Transfer	1,000,000
	01101225 GSD Debt Transfer - Stadium	3,200,000
	01101424 Nashville Sounds - Greer Stadium Maintenance	250,000
	01101499 Tax Increment Payment - MDHA	4,373,900
	Subtotal 01 Administration - Economic Development	<u>\$10,789,500</u>
33	Codes Administration	7,920,000
34	Beer Board	358,000
45	Transportation Licensing	393,800
<b>TOTAL REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT FUNCTION</b>		<u><u>\$19,461,300</u></u>
<b>CONSERVATION OF NATURAL RESOURCES:</b>		
35	Agricultural Extension	\$371,400
36	Soil and Water Conservation	105,400
<b>TOTAL CONSERVATION OF NATURAL RESOURCES FUNCTION</b>		<u><u>\$476,800</u></u>

**Section I: General Services District**  
**Schedule B: General Fund Appropriations**

**Fiscal Year**  
**2009**

<b>Dept Number</b>	<b>Description</b>	<b>Department or Function Total</b>
<b>SOCIAL SERVICES, HEALTH AND HOSPITALS FUNCTION</b>		
	01101129 MDHA Homeless	\$1,149,200
37	Social Services	7,233,700
44	Human Relations Commission	447,800
<b>TOTAL SOCIAL SERVICES FUNCTION</b>		<b>\$8,830,700</b>
<b>HEALTH AND HOSPITALS</b>		
	01101426 Subsidy Hospital Authority	\$47,307,200
38	Health Department *	36,788,500
	* The Director of Finance is authorized to segregate general fund and grant funded programs	
<b>TOTAL HEALTH AND HOSPITALS FUNCTION</b>		<b>\$84,095,700</b>
<b>PUBLIC LIBRARY SYSTEM:</b>		
39	Public Library	\$19,981,100
<b>TOTAL PUBLIC LIBRARY SYSTEM FUNCTION</b>		<b>\$19,981,100</b>
<b>RECREATIONAL, CULTURAL, AND COMMUNITY SUPPORT:</b>		
01	Community Support:	
	01101204 Metro Action Commission (MAC)	3,945,700
	01101326 Property Tax Relief Program	1,690,000
	Upon request of the Metro Trustee, the Director of Finance may transfer the appropriations between the USD and GSD General Funds as necessary based on funding needs .	
	01101502 Contribute Nashville Symphony	15,000
	01101521 Contribute Humane Association	12,500
	01101559 Contribute Metropolitan Education Access Corporation	51,800
	01101587 ADM Cont'b Alignment Nashville	100,000
	01101591 ADM Domestic Violence Programs	750,000
	01101592 ADM Educ and After School Programs	750,000
	01101593 ADM Misc Community Agencies/Services	500,000
	01101602 Subsidy Community Education	593,500
	<b>Subtotal 01 Administration - Community Support</b>	<b>\$8,408,500</b>
40	Parks and Recreation	31,375,600
41	Arts Commission	2,634,800
64	Sports Authority	457,400
<b>TOTAL RECREATIONAL, CULTURAL, AND COMMUNITY SUPPORT FUNCTION</b>		<b>\$42,876,300</b>

**Section I: General Services District**  
**Schedule B: General Fund Appropriations**

**Fiscal Year**  
**2009**

<u>Dept Number</u>	<u>Description</u>	<u>Department or Function Total</u>
<b>INFRASTRUCTURE AND TRANSPORTATION</b>		
	01101304 Subsidy Metropolitan Transit Authority (MTA)	\$17,512,600
42	Public Works GSD General Fund Functions *	23,906,600
42	Public Works GSD Waste Management Transfers *	<u>8,895,500</u>
	*The Director of Finance may transfer the appropriations and fund balances between USD and GSD General Fund, to the extent possible, given the availability of funds.	
<b>TOTAL INFRASTRUCTURE AND TRANSPORTATION</b>		<u><u>\$50,314,700</u></u>
10101	<b>RESERVES:</b>	
	000000 Reserves	
<b>TOTAL RESERVES</b>		<u>\$0</u>
<b>TOTAL GENERAL FUND OF THE GENERAL SERVICES DISTRICT</b>		<u><u>\$691,757,000</u></u>

**Section I: General Services District**  
**Schedule C: Debt Service Funds Appropriations**

**Fiscal Year**  
**2009**

<b>Appropriation by Fund:</b>		<b>Appropriation</b>	
DEBT SERVICE ADMINISTRATION			
25104	MNPS Debt Service	60,426,200	\$60,426,200
20115	GSD Debt Service	97,556,100	\$97,556,100
TOTAL DEBT SERVICE FUNDS - GSD			<u>\$157,982,300</u>

<b>Debt Service Requirements by Fund and Function:</b>		<b>Principal</b>	<b>Interest</b>	<b>Other</b>	<b>Total</b>
25104	MNPS DEBT SERVICE FUND (BU-80106000)				
	Schools	30,550,700	23,210,300	0	\$53,761,000
	Self Funding			0	\$0
	Outstanding GO Bonds	\$30,550,700	\$23,210,300	\$0	\$53,761,000
	Redemption and Cremation Fees	0	0	46,300	46,300
	Internal Service Fees	0	0	133,200	133,200
	Qualified Zone Academy Bonds	0	0	271,800	271,800
	Reserve for New Debt (future debt requirements)	0	3,948,400	0	3,948,400
	Interest Expense for Commercial Paper (80106100)	0	1,875,000	0	1,875,000
	Note Requirements	0	0	0	0
	Tax Increment Payment - MDHA	0	0	390,500	390,500
	TOTAL MBOE DEBT SERVICE FUND (25104/80106000)	<u>\$30,550,700</u>	<u>\$29,033,700</u>	<u>\$841,800</u>	<u>\$60,426,200</u>
20115	GSD DEBT SERVICE FUND (BU-90101000)				
	Outstanding General Obligation Bonds:				
	Public Works	\$6,662,700	\$4,263,000	\$0	\$10,925,700
	Airport	0	0	0	0
	Auditorium	159,100	74,300	0	233,400
	Hospital	261,500	235,500	0	497,000
	Library	3,620,900	3,796,000	0	7,416,900
	Parks	3,906,300	3,305,500	0	7,211,800
	Social Services	40,200	24,900	0	65,100
	Convention Center	0	0	0	0
	Other Public Buildings	7,154,400	2,587,700	0	9,742,100
	Gaylord Arena	4,702,900	5,201,900	0	9,904,800
	Law Enforcement & Care of Prisoners	2,796,800	2,211,100	0	5,007,900
	Traffic & Parking	213,300	33,900	0	247,200
	Public Transportation	1,257,900	1,295,600	0	2,553,500
	Fire Protection	185,800	105,200	0	291,000
	Health	278,500	155,400	0	433,900
	Nashville Coliseum	2,005,800	3,196,300	0	5,202,100
	Information Technology	229,000	301,300	0	530,300
	Finance	3,950,300	5,348,400	0	9,298,700
	MAC	75,800	105,600	0	181,400
	MDHA	240,200	321,900	0	562,100
	General Service	468,200	609,400	0	1,077,600
	E-911	24,100	32,800	0	56,900
	Other	3,841,300	4,171,700	0	8,013,000
	Self-Funding Projects	1,625,000	2,264,600	0	3,889,600
	Sub-Total - Outstanding GO Bonds	<u>\$43,700,000</u>	<u>\$39,642,000</u>	<u>\$0</u>	<u>\$83,342,000</u>
	Redemption, Cremation and Management Fees	0	0	113,800	113,800
	Internal Service Fees	0	0	190,500	190,500
	Reserve for New Debt (future debt requirements)	0	7,033,100	0	7,033,100
	Interest Expense for Commercial Paper (90101100)	0	1,675,000	0	1,675,000
	Debt Service Fund Transfer to USD	0	0	4,010,200	4,010,200
	Note Requirements	0	0	0	0
	Tax Increment Payment - MDHA	0	0	1,191,500	1,191,500
	Airline PU Tax Rebate - MNAA	0	0	0	0
	TOTAL GSD DEBT SERVICE FUND (20115/90101000)	<u>\$43,700,000</u>	<u>\$48,350,100</u>	<u>\$5,506,000</u>	<u>\$97,556,100</u>
20237	DeBerry Revenue Debt Service (20237/90105000)	\$1,710,000	\$326,000	\$0	\$2,036,000
	(Revenue is received through 20236 Deberry Revenue Fund and 20238 Deberry Debt Service Reserve Fund, and budgeted in detail in 20236/90104001)				



**Section I: General Services District**  
**Schedule D: Special Revenue, Internal Service, & Enterprise Funds**  
**Revenues and Expenditures**

**Fiscal Year**  
**2009**

Be it herein enacted that the fund balances as of June 30, 2008, and the total amounts of the annual receipts of the following Special Revenue, Working Capital, and Enterprise Funds, as herein listed be and the same are hereby anticipated in the amounts and for the purposes herein specified as follows:

<b>Fund Number</b>	<b>Description</b>	<b>Revenues and Fund Balances</b>	<b>Expenditures</b>
<b>SCHOOLS SPECIAL REVENUE FUNDS:</b>			
35131	MNPS General Purpose Fund *	620,762,100	
	Operational (BU-80111000)	606,924,900	606,924,900
	Property Tax Increment	2,986,400	2,986,400
	Priority Allocation	10,850,800	10,850,800
	Total - General Purpose School Fund Approp. Reserve for Future Improvements	\$ 620,762,100	\$ 620,762,100
	Total expenditures and reserves supported by revenues		\$ 620,762,100

Note: MNPS General Purpose Fund (fund 35131) revenues are detailed in Schedule I-A of this Ordinance.

\* From the funds appropriated to the Metropolitan Board of Public Education, there is appropriated the sum of \$4,285,000 for the purpose of funding the actuarial contribution to the Metro Teachers Pension Plan.

35132	MNPS Federal/State Grants		\$ 67,049,300
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**OTHER SPECIAL REVENUE/GRANT FUNDS:**

30004	Register's Computer Fund	\$ 276,000	\$ 276,000
30005	Cntrl Business Imp District	\$ 1,162,700	1,162,700
30006	Animal Control Donations	\$ 15,000	15,000
30007	Social Services Donations	\$ 800	800
30008	Hotel Occupancy Tax	\$ 27,520,400	27,520,400
30020	STC Drug Enforcement	\$ 475,000	475,000
30027	General Sessions Drug Court	\$ 95,000	95,000
30028	POL 2006 JAG Grant	\$ 60,000	60,000
30029	POL 2007 JAG Grant	\$ 329,500	329,500
30030	JUV Accountability Grant	\$ 46,000	46,000
30034	Criminal Court Clerk	\$ 31,000	31,000
30050	CATV Administrative	\$ 10,000	10,000
30101	Metro Major Drug Program	\$ 1,022,000	1,022,000
30102	DUI Offender	\$ 150,000	150,000
30103	DA Fraud & Economic Crime	\$ 50,000	50,000
30130	Mediation Services Fund	\$ 86,900	86,900
30145	Sheriff CCA Contract	\$ 16,015,700	16,015,700
30146	Police Unauth Substance Abuse	\$ 34,000	34,000
30147	Police Drug Enforcement	\$ 2,975,600	2,975,600
30148	Police Secondary Employment	\$ 1,221,100	1,221,100
30149	Police Federal Drug Enforcement	\$ 550,000	550,000
30150	Police Education Foundation	\$ 5,200	5,200
30151	Victim Witness Protection	\$ 5,800	5,800
30154	POL State Felony Forfeitures	\$ 164,000	164,000
30155	POL State Gambling Forfeitures	\$ 1,212,300	1,212,300
30156	Police Federal Forfeitures	\$ 413,500	413,500
30157	Police Sex Offender Registry	\$ 33,700	33,700
30200	Police Task Fund	\$ 843,600	843,600
30204	Health Title V Clean Air Act	\$ 25,000	25,000
30401	Library Services	\$ 448,300	448,300
30403	Talking Library	\$ 600	600
30404	Library Special Projects	\$ 753,300	753,300
30501	Waste Management Fund	\$ 22,109,300	22,109,300
30502	Solid Waste Grant	\$ 85,000	85,000
30509	Public Works Surplus Parking	\$ 161,800	161,800
30600	Codes Demolition Fund	\$ 155,000	155,000

**Section I: General Services District**  
**Schedule D: Special Revenue, Internal Service, & Enterprise Funds**  
**Revenues and Expenditures**

**Fiscal Year**  
**2009**

<b>Fund Number</b>	<b>Description</b>	<b>Revenues and Fund Balances</b>	<b>Expenditures</b>
30702	Advance Planning and Research	\$ 50,000	\$ 50,000
30704	Planning Grant Fund	\$ 38,000	38,000
30705	Congestion Mitigation Air Quality	\$ 200,000	200,000
30706	Regional Transportation Planning	\$ 2,849,200	2,849,200
30764	Metro Area Computer Map	\$ 191,000	191,000
30801	Parks Special Projects	\$ 676,800	676,800
30802	Parks Resale Inventory	\$ 1,090,200	1,090,200
31000	Nashville Career Advancement Center Funds	\$ 6,819,600	6,819,600
31500	MAC Administration and Leasehold	\$ 2,226,000	2,226,000
31501	MAC Local Programs	\$ 30,000	30,000
31502	MAC Headstart Grant	\$ 13,578,600	13,578,600
31503	MAC LIEAHP Grant	\$ 2,799,900	2,799,900
31504	MAC CSBG Grant	\$ 1,115,800	1,115,800
31505	MAC Summer Food	\$ 401,500	401,500
31506	MAC Headstart CACFP	\$ 1,342,300	1,342,300
31507	MAC Watt Ad Program	\$ 27,000	27,000
31508	MAC Headstart ChildCare	\$ 516,500	516,500
31509	MAC State Classroom	\$ 102,000	102,000
31511	MAC Parent Club Federal Funds	\$ 4,500	4,500
31512	MAC Community Service Assistance	\$ 408,500	408,500
31514	MAC Comsrv Poverty Summit CSF	\$ 25,000	25,000
31515	MAC Early Childhood Math Project	\$ 23,500	23,500
32200	Health Department Grants	\$ 21,285,700	21,285,700
32201	Health Donations Fund	\$ 29,100	29,100
32204	MAY Offc Child & Youth Grant	\$ 3,100	3,100
32219	District Attorney	\$ 180,600	180,600
32228	State Trial Courts	\$ 1,297,700	1,297,700
32230	Sheriff Grant Fund	\$ 240,000	240,000
32231	Police	\$ 1,590,400	1,590,400
32250	Office of Emergency Management	\$ 1,231,700	1,231,700
32300	Parks Dept Grant Fund	\$ 702,200	702,200
34100	Public & Govt Access TV (PEG)	\$ 139,200	139,200
38005	Gulch Central Business Imp Dst	\$ 75,000	75,000

**INTERNAL SERVICE FUNDS:**

55142	MNPS Central Storeroom	\$ 2,000,000	\$ 2,000,000
55146	MNPS Print Shop	\$ 1,700,000	1,700,000
51113	Facilities Maintenance and Security	\$ 21,633,200	21,633,200
51114	BOSS Projects	\$ 508,200	508,200
51137	Information Technology Services	\$ 21,945,000	21,945,000
51151	Postal Service	\$ 1,001,100	1,001,100
51153	Radio Shop	\$ 3,300,100	3,300,100
51154	Fleet Management	\$ 18,384,100	18,384,100
51180	Treasury Management	\$ 1,181,100	1,181,100

**ENTERPRISE FUNDS:**

35135	MNPS Charter School	\$ 4,066,000	\$ 4,066,000
35158	MNPS School Lunchroom	\$ 33,840,600	33,840,600
60008	Sports Authority	\$ 457,400	457,400
60152	Farmer's Market	\$ 1,166,700	1,166,700
60156	State Fair	\$ 4,609,300	4,609,300
60161	Municipal Auditorium	\$ 1,884,100	1,884,100
60162	Convention Center	\$ 6,251,400	6,251,400
60180	MNPS Community Education	\$ 1,147,100	1,147,100
61190	Surplus Property Auction	\$ 1,196,500	1,196,500
61200	Vehicle Storage	\$ 2,716,500	2,716,500
68201	District Energy System	\$ 22,374,400	22,374,400

SECTION II: THE URBAN SERVICES DISTRICT

**Provisions for Prorating Property Taxes:**

2007 (Preceding) and Prior Years: 2007 and prior years' Property Taxes of the Urban Services District and/or the former City of Nashville, collected pursuant to revenue account numbers 401211 through 401330 of this Section during Fiscal Year 2009, are to be prorated consistent with the tax levy ordinance applicable for the tax year and fiscal year in which the tax was originally levied. However, such taxes levied prior to 1995 shall be deposited to the General Fund of the Urban Services District.

2008 Property Taxes: 2008 Property Taxes of the Urban Services District, collected pursuant to revenue account numbers 401110 through 401130 of this Section during Fiscal Year 2009 are to be prorated consistent with the tax levy ordinance for Fiscal Year 2009. Therefore, all such taxes are prorated as follows:

Fund	Percent
18301 USD General Fund	83.56%
28315 USD Debt Service Fund	16.44%
	<u>100.00%</u>

<b>Section II: Urban Services District</b>				<b>Fiscal Year</b>
<b>Schedule A: Estimated Revenues &amp; Appropriated Fund Balances Supporting Appropriations</b>				<b>2009</b>
<b>Account Number</b>	<b>Revenue Source Or Description</b>	18301	28315	<b>Total</b>
		<b>General Fund</b>	<b>Debt Service Fund</b>	
<b>PROPERTY TAXES:</b>				
<b>Property Taxes - Current Year</b>				
401110	Real Property - current year	\$57,894,500	11,305,500	\$69,200,000
401120	Personal Property - current year	3,913,300	764,200	4,677,500
401130	Public Utility - current year	2,571,800	502,200	3,074,000
	<b>Subtotal Property Taxes - Current Year</b>	<u>\$64,379,600</u>	<u>\$12,571,900</u>	<u>\$76,951,500</u>
<b>Property Taxes - Non Current Year</b>				
401201	Delinquent Property Taxes Sold	2,186,500	427,100	2,613,600
401222	Personal Collection - preceding year	136,700	25,000	161,700
401232	Public Utility Collection - preceding year	61,000	8,600	69,600
401324	Personal-C & M Tax Lit Pri	23,900	4,100	28,000
401330	Public Utility - prior year	23,000	0	23,000
401520	Interest - Collections	38,400	0	38,400
401542	Interest Prop Tax Sold	157,200	0	157,200
401610	In-Lieu - current	12,200,000	0	12,200,000
	<b>Subtotal Property Taxes - Non Current Year</b>	<u>\$14,826,700</u>	<u>\$464,800</u>	<u>\$15,291,500</u>
	<b>TOTAL PROPERTY TAXES</b>	<u>\$79,206,300</u>	<u>\$13,036,700</u>	<u>\$92,243,000</u>
<b>OTHER TAXES, LICENSES, AND PERMITS:</b>				
403204	Alcoholic Beverage Gross Receipts Tax	4,076,100	0	\$4,076,100
403206	Business Tax	11,000,000	0	11,000,000
	<b>TOTAL TAXES, LICENSES, AND PERMITS</b>	<u>\$15,076,100</u>	<u>\$0</u>	<u>\$15,076,100</u>
<b>REVENUES FROM USE OF MONEY OR PROPERTY</b>				
405471	Interest - MIP	\$400,000	\$50,000	\$450,000
	<b>TOTAL REVENUES FROM USE OF MONEY OR PROPERTY</b>	<u>\$400,000</u>	<u>\$50,000</u>	<u>\$450,000</u>
<b>REVENUE FROM OTHER GOVERNMENT AGENCIES:</b>				
<b>Other Agencies - Federal Direct</b>				
406100	Federal Direct	\$0	\$0	\$0
	<b>Subtotal Other Agencies - Federal Direct</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Other Agencies - State Direct</b>				
406405	Gas & Fuel - City	1,500,000	\$0	\$1,500,000
406409	TN Excise Tax Allocation	2,977,000	0	2,977,000
406415	TN Cost Reimbursement	307,300	0	307,300
	<b>Subtotal Other Agencies - State Direct</b>	<u>\$4,784,300</u>	<u>\$0</u>	<u>\$4,784,300</u>
	<b>TOTAL REVENUE FROM OTHER GOVERNMENTS AGENCIES</b>	<u>\$4,784,300</u>	<u>\$0</u>	<u>\$4,784,300</u>

<b>Section II: Urban Services District</b>				<b>Fiscal Year</b>
<b>Schedule A: Estimated Revenues &amp; Appropriated Fund Balances Supporting Appropriations</b>				<b>2009</b>
<b>Account Number</b>	<b>Revenue Source Or Description</b>	18301	28315	<b>Total</b>
		<b>General Fund</b>	<b>Debt Service Fund</b>	
<b>CHARGES FOR CURRENT SERVICES:</b>				
<b>Charges for Current Services - Goods</b>				
407601	Photostat & Microfilm	5,000	\$0	\$5,000
407715	Business Tax Recording	743,000	0	743,000
407747	Fire Protection	45,000	0	45,000
407756	Back Door Garbage Collection	78,000	0	78,000
407796	Fire Watch Fees	7,000	0	7,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>		<b>\$878,000</b>	<b>\$0</b>	<b>\$878,000</b>
<b>COMPENSATION FROM PROPERTY:</b>				
408703	Subrogation Recoveries	\$100,000	\$0	\$100,000
<b>TOTAL COMPENSATION FROM PROPERTY</b>		<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>
<b>OPERATING TRANSFERS IN</b>				
431001	Transfer Operational from GSD	\$0	\$0	\$0
431500	Transfer from GSD Debt Service Fund	0	\$4,010,200	\$4,010,200
<b>TOTAL OPERATING TRANSFERS IN</b>		<b>\$0</b>	<b>\$4,010,200</b>	<b>\$4,010,200</b>
<b>GRAND TOTAL REVENUE TO URBAN SERVICES DISTRICT</b>		<b>\$100,444,700</b>	<b>\$17,096,900</b>	<b>\$117,541,600</b>
335000	Undesignated Fund Balance	\$0	\$0	\$0
<b>TOTAL AVAILABLE TO SUPPORT APPROPRIATIONS</b>		<b>\$100,444,700</b>	<b>\$17,096,900</b>	<b>\$117,541,600</b>

**Section II:  
Schedule B:**

**Urban Services District  
General Fund Appropriations**

**Fiscal Year  
2009**

<b>Dept Number</b>	<b>Description</b>	<b>Department or Function Total</b>
<b>GENERAL GOVERNMENT:</b>		
01	Administrative	
	Internal Support:	
01191301	Insurance and Reserve	\$ 75,400
01191308	Judgements and Losses	6,500
01191315	Pay Plan Improvements <sup>1</sup>	347,100
	Subtotal Internal Support	<u>\$ 429,000</u>
	Employee Benefits:	
01191102	Police/Fire Retirement Match	\$ 8,873,000
01191103	Civil Service Retirement Match	5,424,700
01191106	Teacher Pensions Match	4,592,400
01191109	Health Insurance Match	2,120,500
01191112	Pensioners IOD	383,100
01191113	Employee IOD	885,400
01191115	Life Insurance Match	93,700
01191140	Benefits Adjustments <sup>2</sup>	830,900
	Subtotal Employee Benefits	<u>\$ 23,203,700</u>
	<b>Contingency:</b>	
01191224	Contingency Subrogation <sup>3</sup>	\$ 100,000
01191566	Contingency Utility Expense	538,400
	The Director of Finance is hereby authorized to allocate and transfer this budget appropriation to the budgets of the various departments and accounts in the fund and operating budget funds during the fiscal year as necessary to cover anticipated increases in utility costs during the fiscal year.	
	Subtotal Contingency	<u>\$ 638,400</u>
<b>TOTAL GENERAL GOVERNMENT</b>		<u><u>\$ 24,271,100</u></u>

<sup>1</sup> The Director of Finance is authorized to allocate and transfer this budget appropriation to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.

<sup>2</sup> The Director of Finance is authorized to allocate and transfer this budget appropriation, and the fringe benefit budget appropriations of the various departments and accounts of this fund, to or from the budgets of the various departments and accounts in this fund and other operating budget funds during the fiscal year.

<sup>3</sup> Account 01191224 is subject to transfer to various departments, agencies, etc. upon approval of the of the Department of Law and submittal of budget detail to the Department of Finance.

**LAW ENFORCEMENT AND CARE OF PRISONERS:**

<b>31</b>	Extra Police Protection	<u>\$481,000</u>
<b>TOTAL LAW ENFORCEMENT AND CARE OF PRISONERS FUNCTION</b>		<u><u>\$481,000</u></u>

**Section II:  
Schedule B:**

**Urban Services District  
General Fund Appropriations**

**Fiscal Year  
2009**

<u>Dept Number</u>	<u>Description</u>	<u>Department or Function Total</u>
<b>FIRE PREVENTION AND CONTROL:</b>		
32	Fire *The Director of Finance may transfer the appropriations and fund balances between USD and GSD General Fund, to the extent possible, given the availability of funds.	<u>\$60,139,700</u>
<b>TOTAL FIRE PREVENTION AND CONTROL FUNCTION</b>		<u>\$60,139,700</u>
<b>REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT:</b>		
01	Economic Development 01191499 Tax Increment Payment - MDHA Subtotal 01 Administration - Economic Development	<u>\$843,400</u>
<b>TOTAL REGULATION, INSPECTION, AND ECONOMIC DEVELOPMENT FUNCTION</b>		<u>\$843,400</u>
<b>RECREATIONAL, CULTURAL, AND COMMUNITY SUPPORT:</b>		
01	Community Support: 01191326 Property Tax Relief Upon request of the Metro Trustee, the Director of Finance may transfer the appropriations between the GSD and USD General Funds as necessary based on funding needs. Subtotal Community Support (to Recreational, Cultural, & Community Support)	<u>\$357,700</u>
<b>TOTAL RECREATIONAL, CULTURAL, AND COMMUNITY SUPPORT FUNCTION</b>		<u>\$357,700</u>
<b>INFRASTRUCTURE AND TRANSPORTATION</b>		
42	Subsidy Metropolitan Transit Authority (MTA) Public Works USD General Fund Functions *	<u>\$50,000</u>
42	Public Works USD Waste Management Transfers * *The Director of Finance may transfer the appropriations and fund balances between USD and GSD General Fund, to the extent possible, given the availability of funds.	<u>9,131,800</u> <u>5,170,000</u>
<b>TOTAL INFRASTRUCTURE AND TRANSPORTATION</b>		<u>\$14,351,800</u>
<b>RESERVES:</b>		
18301	Reserve	<u>\$0</u>
<b>TOTAL RESERVES</b>		<u>\$0</u>
<b>TOTAL GENERAL FUND OF THE URBAN SERVICES DISTRICT</b>		<u>\$100,444,700</u>

**Section II: Urban Services District**  
**Schedule C: Debt Service Fund Appropriations**

**Fiscal Year**  
**2009**

<b>Appropriation by Fund:</b>		<b>Appropriation</b>
28315	USD Debt Service (BU-90191000)	\$17,096,900
	TOTAL DEBT SERVICE ADMINISTRATION - URBAN SERVICES DISTRICT	<u>\$17,096,900</u>

<b>Debt Service Requirements by Fund and Function:</b>		<b>Principal</b>	<b>Interest</b>	<b>Other</b>	<b>Total</b>
28315	USD DEBT SERVICE FUND (BU-90191000)				
	Outstanding GO Bonds:				
	Fire Protection	\$1,407,300	\$709,400	\$0	2,116,700
	Public Works	7,583,200	4,343,900	0	11,927,100
	Finance	125,100	169,100	0	294,200
	General Services	14,700	20,400	0	35,100
	MDHA	53,800	74,200	0	128,000
	Law Enforcement & Care of Prisoners	39,800	56,200	0	96,000
	Traffic & Parking	0	0	0	0
	DES	280,000	351,600	0	631,600
	Other	75,500	59,800	0	135,300
	Sub-Total	<u>\$9,579,400</u>	<u>\$5,784,600</u>	<u>\$0</u>	<u>\$15,364,000</u>
	Redemption and Cremation Fees	0	0	18,200	18,200
	Internal Service Fees	0	0	41,800	41,800
	Reserve for New Debt (future debt requirements)	0	1,357,300	0	1,357,300
	Interest Expense for Commercial Paper (90191100)	0	200,000	0	200,000
	Note Requirements	0	0	0	0
	Tax Increment Payment - MDHA	0	0	115,600	115,600
	Airline PU Tax Rebate - MNA				0
	TOTAL USD DEBT SERVICE FUND	<u>\$9,579,400</u>	<u>\$7,341,900</u>	<u>\$175,600</u>	<u>\$17,096,900</u>

**Section II:**  
**Schedule D: Special, Working Capital, and Enterprise Fund**  
**Revenues and Expenditures**

**Fiscal Year**  
**2009**

Be it herein enacted that the fund balances as of June 30, 2008, and the total amounts of the annual receipts of the following Special, Working Capital, and Enterprise Funds, as herein listed be and the same are hereby anticipated in the amounts and for the purposes herein specified as follows:

<b>Fund Number</b>	<b>Description</b>	<b>Revenues and Fund Balances</b>	<b>Expenditures</b>
<b>WATER AND SEWER FUNDS:</b>			
67311	Water and Sewer Revenue Fund	\$169,315,100	\$169,315,100
67331	Water and Sewer Operating	98,322,000	98,322,000
27312	Water and Sewer Debt Service	52,781,200	52,781,200
47335	Water and Sewer Extension and Replacement	44,779,000	44,779,000
27313	Water and Sewer Debt Service Reserve	0	0
67332	Water and Sewer Operating Reserve	632,200	632,200
37100	Stormwater	11,435,100	11,435,100

The Director of Finance is authorized to allocate and transfer budget appropriations between these funds during the fiscal year.



SECTION III

BE IT FURTHER ENACTED: That this ordinance shall take effect from and after its passage, the welfare of the Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED AS TO AVAILABILITY  
OF FUNDS:

INTRODUCED BY:

*Richard Riebeling*

Director of Finance

*Erik Cole*

*Talia Lomax-O'dneal*

Budget Officer

APPROVED AS TO FORM AND LEGALITY:

*Sue Cain*

Metropolitan Attorney

LEGISLATIVE HISTORY	
Introduced:	April 1, 2008
Passed First Reading:	April 1, 2008
Deferred to June 3, 2008:	April 1, 2008
Referred to:	Budget & Finance Committee
Passed Second Reading:	June 3, 2008
Substitute Introduced:	June 17, 2008
Passed Third Reading:	June 17, 2008
Approved:	June 23, 2008
By:	Karl F. Dean

Members of the Metropolitan Council

BILL NO. BL2008-175

AN ORDINANCE ESTABLISHING THE TAX LEVY IN THE GENERAL SERVICES DISTRICT FOR THE FISCAL YEAR 2008-2009, AND DECLARING THE AMOUNT REQUIRED FOR THE ANNUAL OPERATING BUDGET OF THE URBAN SERVICES DISTRICT, PURSUANT TO SECTION 6.07 OF THE METROPOLITAN CHARTER.

**BE IT ENACTED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:**

**SECTION 1.** That the tax levy for the General Services District of the Metropolitan Government of Nashville and Davidson County for the fiscal year 2008-2009 on each \$100.00 assessed value of all property, real, tangible personal, intangible personal and mixed, with the General Services District, shall be \$4.04 prorated and distributed as follows:

1. General Fund	\$2.06	per \$100.00
2. School Fund	\$1.33	per \$100.00
3. Debt Service Fund	\$ .48	per \$100.00
4. School Debt Service Fund	<u>\$ .17</u>	per \$100.00
Total Levy General Services District	\$4.04	per \$100.00

**SECTION 2.** That \$0.08 per \$100.00 of the revenue of the General Services District General Fund generated from this tax levy collected from the area of the Urban Services District will be deposited to the credit of the General Fund of the Urban Services District.

**SECTION 3.** Pursuant to Section 6.07 of the Charter, BE IT HEREBY DETERMINED AND DECLARED that the annual operating budget of the Urban Services District for the fiscal year 2008-2009 requires \$76,951,500 by a property tax levy therein, and the Urban Council is hereby directed to levy a tax upon all property, real, tangible personal, intangible personal and mixed, within the Urban Services District of \$0.65 per \$100.00 of assessed valuation, prorated and distributed as follows:

1. General Fund	\$ .53	Per \$100.00
2. Debt Service Fund	<u>\$ .12</u>	Per \$100.00
Total Levy Urban Services District	\$0.65	Per \$100.00

**SECTION 4.** That the amount of revenue generated in accordance with Section 2 above will be deposited to the credit of the General Fund of the Urban Services District.

**SECTION 5.** This ordinance shall take effect from and after its passage, the welfare of the Metropolitan Government of Nashville and Davidson County requiring it.

**APPROVED AND RECOMMENDED  
BY:**

*Karl F. Dean*

Metropolitan County Mayor

*Richard Riebeling*

Director of Finance

*Talia Lomax-O'dneal*

Budget Officer

**INTRODUCED BY:**

*Erik Cole*

Members of Council

**APPROVED AS TO FORM AND  
LEGALITY:**

*Sue Cain*

Metropolitan Attorney

LEGISLATIVE HISTORY	
Introduced:	April 1, 2008
Passed First Reading:	April 1, 2008
Deferred to June 3, 2008:	April 1, 2008
Referred to:	Budget & Finance Committee
Passed Second Reading:	June 3, 2008
Passed Third Reading:	June 17, 2008
Approved:	June 23, 2008
By:	Karl F. Dean

URBAN COUNCIL RESOLUTION NO. RS2008-

A RESOLUTION LEVYING A PROPERTY TAX AND ESTABLISHING THE TAX RATE FOR SUCH TAX LEVY IN THE URBAN SERVICES DISTRICT OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY FOR THE FISCAL YEAR 2008-2009.

**BE IT RESOLVED BY THE URBAN COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:**

**SECTION 1.** That there is hereby levied a tax upon all property, real, tangible personal, intangible personal and mixed, within the Urban Services District of the Metropolitan Government of Nashville and Davidson County for the fiscal year 2008-2009 of \$0.65 on each \$100.00 assessed value of all property, real, tangible personal, intangible personal and mixed, within the Urban Services District, prorated and distributed as follows:

1. General Fund	\$ .53	per \$100.00
2. Debt Service Fund	\$ <u>.12</u>	per \$100.00
Total Levy Urban Services District	\$ 0.65	per \$100.00

**SECTION 2.** That the amount of revenue generated in accordance with Section 2 of Bill No. BL2008- of the Metropolitan County Council will be deposited to the credit of the General Fund of the Urban Services District.

**SECTION 3.** This Resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED AND RECOMMENDED BY:

INTRODUCED BY:

*Richard Riebeling*

Director of Finance

*Talia Lomax O'dneal*

Budget Officer

Members of Council

APPROVED AS TO FORM AND LEGALITY:

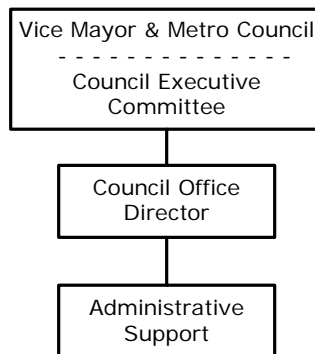
*Sue Cain*

Metropolitan Attorney

# O2 Metropolitan Council—At a Glance

<b>Mission</b>	To enact ordinances and resolutions that set the public policy for the Metropolitan Government.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$2,022,700	\$2,100,200	\$1,988,000
	<b>Total Expenditures and Transfers</b>	<u>\$2,022,700</u>	<u>\$2,100,200</u>	<u>\$1,988,000</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$0	\$0	\$0
	Other Governments and Agencies	0	0	0
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Program Revenue</b>	\$0	\$0	\$0
	Non-Program Revenue	0	0	0
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Positions</b>	Total Budgeted Positions	50	50	49
<b>Contacts</b>	Director of Council Office: Don Jones		email: NA	
	Financial Manager: Mike Curl		email: mike.curl@nashville.gov	
	204 Metro Courthouse	37201	Phone: 862-6780	FAX: 862-6784

## Organizational Structure



# O2 Metropolitan Council—At a Glance

## Budget Highlights FY 2009

• Travel Cost Reduction	\$ (101,400)
• Closing of unfunded position	(0.70 FTE)
• Fringe Benefit Requirement	10,500
• Elimination of Safety and Risk Management Premiums	(9,400)
• Pay Plan/Fringe	1,300
• Internal Services Eliminations	
• Finance Charge	(9,600)
• Human Resources Charge	(14,100)
• Shared Business Charge	(2,300)
• Metro Payment Service	(200)
• Customer Call Center Charge	(5,800)
• Internal Audit Charge	(1,000)
• Internal Services Charges	
• Information Systems Charge	20,200
• Facilities Maintenance & Security Charge	(4,300)
• Postal Service Charge	4,100
• Surplus Property Charge	(200)
Total	<u>\$ (112,200)</u>
	<u>(.70 FTE)</u>

## Overview

### ADMINISTRATIVE SUPPORT

The Administrative Support Division conducts research, drafts legislation, and provides general clerical assistance to the 40 member Metropolitan Council.

## O2 Metropolitan Council—Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>ADMINISTRATIVE SUPPORT</b>					
1. Research and draft legislation for the forty-member Metropolitan Council	Proposed legislation researched and drafted	450	300	450	300
2. Provide agenda analysis of all legislation matters for the Metropolitan Council	Legislation analyzed and filed	30	30	30	30
3. Prepare and administer the operating budget of the Metro Council	Council budget prepared	1	1	1	1

# O2 Metropolitan Council—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,569,400	1,437,164	1,608,600	1,606,600
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	500	814	500	500
Travel, Tuition, and Dues	94,200	67,680	97,800	10,200
Communications	17,700	15,008	17,400	17,400
Repairs and Maintenance Services	3,500	205	1,500	1,500
Internal Service Fees	300,400	305,772	338,700	325,500
<b>TOTAL OTHER SERVICES</b>	<b>416,300</b>	<b>389,479</b>	<b>455,900</b>	<b>355,100</b>
Other Expense	37,000	42,021	35,700	26,300
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>2,022,700</b>	<b>1,868,664</b>	<b>2,100,200</b>	<b>1,988,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,022,700</b>	<b>1,868,664</b>	<b>2,100,200</b>	<b>1,988,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



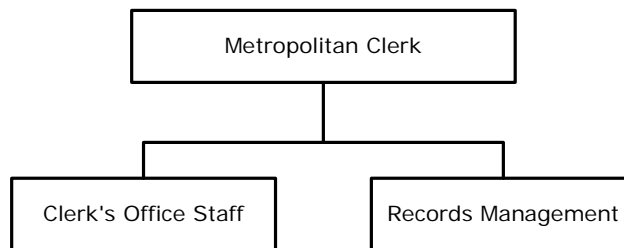
# O2 Metropolitan Council–Financial

	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Svcs Mgr	07242	SR1300	0	0.00	1	1.00	1	1.00
Admin Svcs Officer 1	02660	SR0600	1	1.00	0	0.00	0	0.00
Admin Svcs Officer 2	07243	SR0800	2	2.00	3	3.00	3	3.00
Admin Svcs Officer 4	07245	SR1200	2	2.00	1	1.00	1	1.00
Council Member	01334	CM	40	40.00	40	40.00	40	40.00
Dir Of Council Research Staff	07207		1	1.00	1	1.00	1	1.00
Finance Mgr	06232	SR1400	1	1.00	1	1.00	1	1.00
Office Asst 3	07749	GS0500	1	1.00	1	1.00	0	0.00
Special Asst To The Dir	05945	SR1300	1	1.00	0	0.00	0	0.00
Special Counsel	10557		0	0.00	1	1.00	1	0.30
Vice Mayor	05754	VM	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>50</b>	<b>50.00</b>	<b>50</b>	<b>50.00</b>	<b>49</b>	<b>48.30</b>
<b>Department Totals</b>			<b>50</b>	<b>50.00</b>	<b>50</b>	<b>50.00</b>	<b>49</b>	<b>48.30</b>

# O3 Metropolitan Clerk—At a Glance

<b>Mission</b>	To serve as the recordkeeping office for Metropolitan Government for all documents relating to official actions of the Metro Government, including the recording and safekeeping of minutes and legislation of the Metropolitan Council that set the public policy for the Metropolitan Government.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$1,276,000	\$1,324,900	\$1,162,700
	<b>Total Expenditures and Transfers</b>	<u>\$1,276,000</u>	<u>\$1,324,900</u>	<u>\$1,162,700</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 5,500	\$ 5,500	\$ 4,800
	Other Governments and Agencies	0	0	0
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Program Revenue</b>	\$ 5,500	\$ 5,500	\$ 4,800
	Non-Program Revenue	700,100	1,400,100	1,200,200
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$ 705,600</u>	<u>\$1,405,600</u>	<u>\$1,205,000</u>
<b>Positions</b>	Total Budgeted Positions	15	17	17
<b>Contacts</b>	Metropolitan Clerk: Marilyn Swing      email: marilyn.swing@nashville.gov 205 Metro Courthouse    37201      Phone: 862-6770    FAX: 862-6774			

## Organizational Structure



# O3 Metropolitan Clerk—At a Glance

## Budget Highlights FY 2009

• Eliminate Bottle Water	\$ (500)
• Eliminate Personal Contract Service	(3,400)
• Eliminate Parking	(4,500)
• Reduce Full Time Position Part Time	(29,700)
	(.50 FTE)
• Reduce Artwork and Framing	(800)
• Fringe Benefit Savings	(22,300)
• Elimination of Safety and Risk Management Premiums	(2,000)
• Pay Plan	3,000
• Internal Services Eliminations	
• Finance Charge	(10,100)
• Human Resources Charge	(5,900)
• Shared Business Charge	(1,600)
• Customer Call Center Charge	(1,200)
• Metro Payment Services	(1,100)
• Internal Audit	(500)
• Internal Services Charges	
• Information Systems Charge	(29,800)
• Facilities Maintenance & Security Charge	(47,500)
• Postal Service Charge	(3,800)
• Fleet Management	(300)
• Surplus Property Charge	(200)
Total	<u>\$ (162,200)</u>
	<u>(.50 FTE)</u>

## Overview

### CLERK'S OFFICE STAFF

The Metropolitan Clerk's Office serves as the records repository for all documents relating to official actions of the Metropolitan Government. This includes the legislative history of the city and any documents such as contracts, agreements, grants, leases, easements, and deeds in which the government is a party.

The Clerk is custodian of the Council legislation from filing through permanent retention and is responsible for creation and preparation of the legislative body's agendas, minutes, and meeting schedules. It is the duty of the

Clerk to issue all official legal notices regarding meetings, public hearings, enactment of legislation, bond issues, annual budgets, and any other notices that are required by law.

Research is a major function of this office, as all documents on file are public records and available for public inspection. All information in the office is indexed and easily accessible upon request by any governmental entity or any member of the public.

The Metropolitan Clerk serves as the Clerk to the Metropolitan Council and recorder of all actions taken by the legislative body and serves as secretary to the Metropolitan Council Board of Ethical Conduct.

Alarm permit registrations, currently averaging over 55,000 per year, are administered in the Metropolitan Clerk's Office and involve maintaining a database of information on every residential and commercial alarm user in Metropolitan Nashville as well as issuing a window decal to each user on an annual basis. Alarm users who have an excessive number of false alarms may have their permits revoked by the Alarm Appeals Board. The Metropolitan Clerk serves as the secretary to the Board and is responsible for creation and preparation of agenda, minutes, notices, and is the contact on all appeals cases.

### RECORDS MANAGEMENT

The Records Management Division of the Clerk's Office provides professional staff assistance to all departments and agencies of the Metropolitan Government on records-related issues such as e-mail and digital document management, records scheduling, and records destruction. The Records Management Division offers core and specialized training in records management to records officers representing nearly 60 departments. The division assists departments in developing, revising, and gaining approval for records schedules, as well as proving guidelines and services related to electronic and physical file management. The division has recently consolidated its two records storage facilities into a relocated operation on the Metro Southeast campus.

# O3 Metropolitan Clerk—Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>CLERK'S OFFICE STAFF</b>					
1. Process all legislative actions of the Metropolitan Council and disseminate copies and certifications to all interested and affected parties	a. Number of copies and certifications prepared	65,000	58,750	50,000	51,000
	b. Percentage of requests filled within thirty minutes	96%	97%	98%	98%
2. Index all legislation and official documents for fast and easy retrieval; expand base of users	a. Number of records processed and indexed	54,000	53,000	55,000	55,000
	b. Number of Metro offices accessing computerized index. This index is on the mainframe, which is being phased out.	2	2	NA	NA
	c. Number of Metro users of legislative document management (imaging) system	70	525	350	550
3. Administer alarm registration program to residential and commercial users	Number of permits issued	54,000	51,330	54,000	52,000
4. Develop web site to include all Council-related actions, and other documentation of use and information within Metro Government and to the public	Number of files posted on web site	9,000	10,124	8,500	9,500
<b>RECORDS MANAGEMENT</b>					
1. Coordination of records management training for departments	Number of records management training sessions conducted	20	5	10	5
2. Manage records facility for protected, easily-accessible records	Number of 1 cu. ft. boxes distributed to departments for records storage	4,000	4,200	9,000	4,000
3. Reduction of inactive records storage in departments	a. Number of inactive records transferred to Metro Records Center	4,000	7,975	5,000	6,100
	b. Number of records destroyed which have been stored in Records Center for full retention period	2,770	1,852	2,400	2,200
4. Administer a government-wide document management program	Number of prepared records disposition authorizations for Public Records Commission	70	34	35	25
5. Provide easy access to records for owner departments	Number of records requests received and filled	4,300	11,888	7,000	8,000

# 03 Metropolitan Clerk-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	542,800	532,473	599,800	550,800
<b>OTHER SERVICES:</b>				
Utilities	0	17	0	0
Professional and Purchased Services	45,700	66,547	37,500	32,800
Travel, Tuition, and Dues	4,500	6,816	8,600	4,100
Communications	96,100	89,425	91,600	91,600
Repairs and Maintenance Services	15,400	16,513	11,200	11,200
Internal Service Fees	537,800	540,364	545,700	443,700
<b>TOTAL OTHER SERVICES</b>	<b>699,500</b>	<b>719,682</b>	<b>694,600</b>	<b>583,400</b>
Other Expense	33,700	23,117	30,500	28,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,276,000</b>	<b>1,275,272</b>	<b>1,324,900</b>	<b>1,162,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,276,000</b>	<b>1,275,272</b>	<b>1,324,900</b>	<b>1,162,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	5,500	5,943	5,500	4,800
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>5,500</b>	<b>5,943</b>	<b>5,500</b>	<b>4,800</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	700,000	667,110	1,400,000	1,200,000
Fines, Forfeits, & Penalties	100	160	100	200
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>700,100</b>	<b>667,270</b>	<b>1,400,100</b>	<b>1,200,200</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>705,600</b>	<b>673,213</b>	<b>1,405,600</b>	<b>1,205,000</b>

# 03 Metropolitan Clerk-Financial

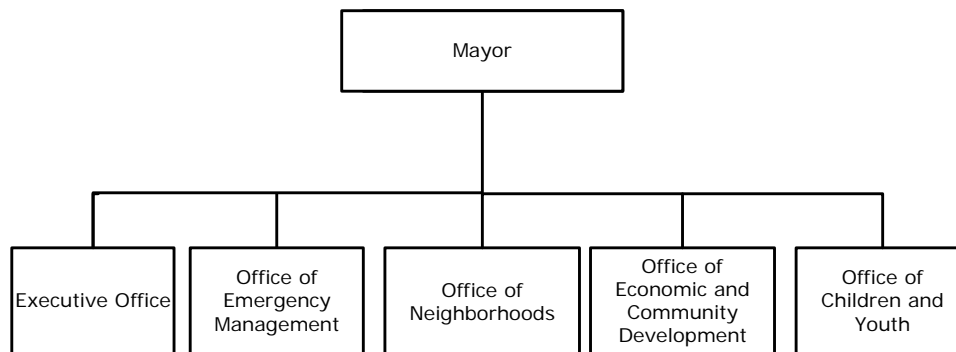


	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	0	0.00	2	2.00	2	2.00
Metropolitan Clerk	03140	SR1400	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	3	2.00	4	3.00	4	3.00
Office Support Spec 1	10123	SR0700	3	2.50	1	1.00	1	0.50
Office Support Spec 2	10124	SR0800	2	2.00	1	1.00	1	1.00
Program Mgr 1	07376	SR1100	1	1.00	1	1.00	1	1.00
Seasonal Worker 3	09105		5	0.50	7	0.70	7	0.70
<b>Total Positions &amp; FTE</b>			<b>15</b>	<b>9.00</b>	<b>17</b>	<b>9.70</b>	<b>17</b>	<b>9.20</b>
<b>Department Totals</b>			<b>15</b>	<b>9.00</b>	<b>17</b>	<b>9.70</b>	<b>17</b>	<b>9.20</b>

# O4 Mayor's Office—At a Glance

<b>Mission</b>	To be responsible for the conduct of the executive and administrative work of the Metropolitan Government.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$4,193,800	\$4,364,500	\$3,526,400
	Special Purpose Funds	<u>3,864,000</u>	<u>1,019,800</u>	<u>1,234,800</u>
	<b>Total Expenditures and Transfers</b>	<u>\$8,057,800</u>	<u>\$5,384,300</u>	<u>\$4,761,200</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 6,600	\$ 6,900	\$ 6,900
	Other Governments and Agencies	3,860,900	1,016,700	1,231,700
	Other Program Revenue	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
	<b>Total Program Revenue</b>	\$3,870,600	\$1,026,700	\$1,241,700
	Non-Program Revenue	6,500	6,800	6,800
	Transfers From Other Funds & Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$3,877,100</u>	<u>\$1,033,500</u>	<u>\$1,248,500</u>
<b>Positions</b>	Total Budgeted Positions	44	39	38
<b>Contacts</b>	<p>Department Head: Karl Dean, Mayor 100 Metro Courthouse 37201 email: karl.dean@nashville.gov Phone: 862-6000 FAX: 862-6040</p> <p>Greg Hinote, Deputy Mayor 100 Metro Courthouse 37201 email: greg.hinote@nashville.gov Phone: 862-6000 FAX: 862-6040</p> <p>Rita Roberts-Turner, Chief of Staff 100 Metro Courthouse 37201 email: rita.roberts-turner@nashville.gov Phone: 862-6000 FAX: 862-6040</p>			

## Organizational Structure



# O4 Mayor's Office—At a Glance

## Budget Highlights FY 2009

• Reduce Salary and Other Misc. Expenses	\$(334,000)
	(1 FTE)
• Fringe Benefit Savings	(109,500)
• Elimination of Safety and Risk Management Premiums	(21,100)
• Internal Services Eliminations	
• Finance Charge	(39,200)
• Human Resources Charge	(10,900)
• Shared Business Charge	(39,800)
• Customer Call Center Charge	(6,200)
• Metro Payment Services	(5,700)
• Internal Audit	(3,400)
• Internal Services Charges	
• Information Systems Charge	(128,300)
• Facilities Maintenance & Security Charge	(6,100)
• Fleet Management Charge	(103,600)
• Postal Service Charge	(3,700)
• Radio Service Charge	(26,200)
• Surplus Property Charge	(400)
• Special Purpose Funds	215,000
Total	<u>\$(623,100)</u>
	<u>(1 FTE)</u>

## Overview

### EXECUTIVE OFFICE

The Executive Office administers and supervises departments created by the Charter and by specific ordinance, appoints directors of departments as provided by Charter, appoints members of boards and commissions, approves or disapproves every ordinance or resolution adopted by Council, oversees financial business of government, submits recommended budget annually to Council and may submit reports and recommendations to Council regarding the financial condition, other business and general welfare of the Metropolitan Government.

### OFFICE OF EMERGENCY MANAGEMENT

The Mayor's Office of Emergency Management promotes, coordinates, and directs a comprehensive emergency management program which addresses mitigation, preparedness, response and recovery relative to disasters and major emergencies. The office serves as the focal point for all such activities within the county.

### OFFICE OF NEIGHBORHOODS

The Mayor's Office of Neighborhoods works to improve the quality of life in Nashville's neighborhoods through a more informed, active and involved citizenry and enhanced governmental response to community needs.



### OFFICE OF ECONOMIC & COMMUNITY DEVELOPMENT

The Mayor's Office of Economic & Community Development (ECD) works to stimulate local economic activity through focusing and coordinating government resources. This office works as a liaison between new and existing businesses (including cultural events and community development corporations) and the city's permitting and regulatory processes, acts as a source of business information and referrals in the Nashville area, works with the Mayor and others to develop plans and incentives for attracting and retaining businesses, and operates the Nashville Foreign Trade Zone.

### OFFICE OF CHILDREN AND YOUTH



The Mayor's Office of Children and Youth works in partnership with public and private entities to ensure that all of Nashville's children are healthy, safe, successful in school, and connected to caring adults, allowing them the opportunity to contribute to the progress of our city.



# O4 Mayor's Office—Performance

**NOTE:**

1. For the FY 2007 Actuals column: (1) Information not included since these measures were not established by, nor collected by, the current administration.
2. For the FY 2009 Budget column: (2) Measures are to be determined during the year due to the change in Mayoral administration and the time required to review and establish appropriate measures for this Administration's priorities.

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OFFICE OF EMERGENCY MANAGEMENT</b>					
1. Improve the readiness of all Metro resources (public and private) to respond to emergencies	<ul style="list-style-type: none"> <li>a. Number of disaster plans and annexes written and reviewed for Metro, schools, hospitals, and facilities with hazardous material chemicals</li> <li>b. Exercise/drills/incident critiques conducted</li> <li>c. Training and public education courses provided</li> </ul>		<b>SEE NOTE 1</b>		<b>SEE NOTE 2</b>
2. Insure a coordinated, effective response to a major emergency or disaster	<ul style="list-style-type: none"> <li>a. Insure EOC operational readiness relative to Federal/State standards (% of readiness)</li> <li>b. Provide coordination and support to Metro departments for needed resources</li> <li>c. Monitor, coordinate and make notifications for multi-departmental incidents</li> <li>d. Responses/man hours on emergencies and special events to support/coordinate multi-departmental responses</li> </ul>				
<b>OFFICE OF NEIGHBORHOODS</b>					
1. Implement a neighborhood training initiative designed to build capacity for community change	<ul style="list-style-type: none"> <li>a. Number of citizens participating in training activities</li> <li>b. Percentage of participants reporting that they have gained and applied their new knowledge to improve their neighborhood</li> </ul>				
2. To assist in the development of new neighborhood and other associations in areas where they do not exist	Number of new neighborhoods that organize and continue to function				
3. To develop and implement a neighborhood grant program that fosters effective ways for citizens to initiate and carry out small-scale improvement projects	Number of neighborhoods that undertake and complete improvement projects within specified guidelines				

# O4 Mayor's Office—Performance

**NOTE:**

1. For the FY 2007 Actuals column: (1) Information not included since these measures were not established by, nor collected by, the current administration.
2. For the FY 2009 Budget column: (2) Measures are to be determined during the year due to the change in Mayoral administration and the time required to review and establish appropriate measures for this Administration's priorities.

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OFFICE OF NEIGHBORHOODS (Continued)</b>					
4. To coordinate a system of service provision that brings together departments with neighborhood representatives to respond to and/or identify and solve concerns	Decrease in the number of audit findings/issues brought before the team		SEE NOTE 1		SEE NOTE 2
<b>OFFICE OF ECONOMIC &amp; COMMUNITY DEVELOPMENT</b>					
1. To attract new businesses and promote the expansion of existing businesses	Number of business relocations and expansions				
2. To attract/support new film activity and provide an efficient and user-friendly permit process	Number of film permits issued				
3. To attract/support special events and parade activity and provide an efficient and user-friendly permit process	Number of special events/parade permits issued				
<b>OFFICE OF CHILDREN AND YOUTH</b>					
1. Increase the visibility and public understanding of issues affecting Nashville's children and youth	a Host a Mayor's Summit on Children and Youth, bringing together community stakeholders for discussion, analysis and consensus building				
2. Increase coordination and collaboration among public and private agencies serving children and youth	Support the creation and work of a Nashville Youth Alliance, composed of public and nonprofit agencies serving youth ages 13-21 to explore ways to better serve our youth as a community				
3. Promote efforts to ensure that Nashville's children are safe, healthy and ready to start school	Expand number of licensed early education programs implementing the community Pre-Kindergarten standards in reading and writing				

# O4 Mayor's Office—Performance

**NOTE:**

1. For the FY 2007 Actuals column: (1) Information not included since these measures were not established by, nor collected by, the current administration.
2. For the FY 2009 Budget column: (2) Measures are to be determined during the year due to the change in Mayoral administration and the time required to review and establish appropriate measures for this Administration's priorities.

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
4. Expand opportunities for youth participation in government	Support the Mayor's Youth Council in its effort to promote a consistent dialogue between youth and city elected officials government departments, boards and commissions. Number of relationships with Board and Commissions.		<b>SEE NOTE 1</b>		<b>SEE NOTE 2</b>

# O4 Mayor's Office—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	2,882,400	2,618,101	2,869,400	2,428,100
OTHER SERVICES:				
Utilities	0	0	500	500
Professional and Purchased Services	3,400	8,922	3,500	3,500
Travel, Tuition, and Dues	43,700	35,195	70,500	70,500
Communications	108,700	97,234	138,800	138,800
Repairs and Maintenance Services	7,900	5,160	7,900	7,900
Internal Service Fees	1,020,100	1,025,431	1,180,500	807,000
<b>TOTAL OTHER SERVICES</b>	<b>1,183,800</b>	<b>1,171,942</b>	<b>1,401,700</b>	<b>1,028,200</b>
Other Expense	127,600	112,390	93,400	70,100
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,193,800</b>	<b>3,902,434</b>	<b>4,364,500</b>	<b>3,526,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,193,800</b>	<b>3,902,583</b>	<b>4,364,500</b>	<b>3,526,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	6,600	12,884	6,900	6,900
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>6,600</b>	<b>12,884</b>	<b>6,900</b>	<b>6,900</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	6,500	15,140	6,800	6,800
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>6,500</b>	<b>15,140</b>	<b>6,800</b>	<b>6,800</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>122</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>13,100</b>	<b>28,146</b>	<b>13,700</b>	<b>13,700</b>

# O4 Mayor's Office—Financial

## Special Purpose

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	87,500	212,148	168,000	117,700
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	2,456,900	227,052	669,100	316,500
Travel, Tuition, and Dues	63,100	32,985	0	0
Communications	1,300	11,248	1,300	1,300
Repairs and Maintenance Services	0	188	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>2,521,300</b>	<b>271,473</b>	<b>670,400</b>	<b>317,800</b>
Other Expense	1,255,200	1,151,866	181,400	269,100
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	1,283,820	0	530,200
<b>TOTAL OPERATING EXPENSE</b>	<b>3,864,000</b>	<b>2,919,307</b>	<b>1,019,800</b>	<b>1,234,800</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>759,787</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>3,864,000</b>	<b>3,679,094</b>	<b>1,019,800</b>	<b>1,234,800</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	81,180	0	0
Fed Through State Pass-Through	3,860,900	3,430,397	1,016,700	1,231,700
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>3,860,900</b>	<b>3,511,577</b>	<b>1,016,700</b>	<b>1,231,700</b>
Other Program Revenue	3,100	117	3,100	3,100
<b>TOTAL PROGRAM REVENUE</b>	<b>3,864,000</b>	<b>3,511,694</b>	<b>1,019,800</b>	<b>1,234,800</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>3,864,000</b>	<b>3,511,694</b>	<b>1,019,800</b>	<b>1,234,800</b>

# O4 Mayor's Office—Financial

	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Deputy Director - ECD	10302		1	1.00	1	1.00	1	1.00
Constituent Liaison	07928		3	3.00	2	2.00	2	2.00
Counselor to the Mayor	07958		1	1.00	1	1.00	1	1.00
Deputy Dir-Emerg Management	07191		1	1.00	1	1.00	1	1.00
Deputy Mayor	07976		1	1.00	1	1.00	1	1.00
Development Associate	07011		1	1.00	1	1.00	1	1.00
Dir - Office of Neighborhoods	07930		1	1.00	1	1.00	1	1.00
Dir of Economic & Comm Dev	07929		1	1.00	1	1.00	1	1.00
Dir-Children and Youth	10340		1	1.00	1	1.00	1	1.00
Dir-Emerg Management	07185		1	0.75	1	1.00	1	1.00
Early Childhood Specialist	10341		1	1.00	1	1.00	1	1.00
Exec Asst - Office Mgr	07931		2	2.00	2	2.00	2	2.00
Executive Assistant	10300		1	1.00	1	1.00	1	1.00
Finance Officer 3	10152	SR1200	1	1.00	1	1.00	1	1.00
Information Coordinator	10305		1	0.75	1	1.00	1	1.00
Mayor	03035	MM	1	1.00	1	1.00	1	1.00
Multiline Communications Tech	10306		1	1.00	1	1.00	1	1.00
Office Administrator	10307		1	0.75	1	1.00	1	1.00
Operations Officer	10309		6	6.00	6	6.00	5	5.00
Operations Supervisor	10339		1	1.00	1	1.00	1	1.00
Preparedness Coordinator	10311		1	0.40	1	1.00	1	1.00
Press Secretary	07162		1	1.00	1	1.00	1	1.00
Readiness/Logistics Coord	10338		1	0.75	1	1.00	1	1.00
Reception and Support Services	10312		1	1.00	1	1.00	1	1.00
Response Coordinator	10313		2	1.50	2	2.00	2	2.00
Scheduler	07170		1	1.00	1	1.00	1	1.00
Special Asst	04972		2	2.00	0	0.00	0	0.00
Special Asst - Tourism	10381		1	1.00	1	1.00	1	1.00
Special Asst-Art, Music, Film	07935		1	1.00	1	0.50	1	0.50
Special Asst-Events	07933		1	1.00	1	1.00	1	1.00
Special Asst-Legis Affairs	07163		1	1.00	1	1.00	1	1.00
Training Coordinator	10337		1	0.75	0	0.00	0	0.00
Youth Development Specialist	10342		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>43</b>	<b>41.00</b>	<b>39</b>	<b>38.50</b>	<b>38</b>	<b>37.50</b>

# O4 Mayor's Office—Financial

	<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>OEM Grant Fund 32250</b>								
Deputy Director- OEM	10301		1	1.00	0	0.00	0	0.00
Information Coordinator	10305		0	0.25	0	0.00	0	0.00
Dir – Emergency Management	7185		0	0.25	0	0.00	0	0.00
Office Administrator	10307		0	0.25	0	0.00	0	0.00
Response Coordinator	10313		0	0.50	0	0.00	0	0.00
Readiness/Logistics Coord	10338		0	0.25	0	0.00	0	0.00
Preparedness Coordinator	10311		0	0.25	0	0.00	0	0.00
Training Coordinator	10337		0	0.25	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>Grand Total Positions &amp; FTE</b>			<b>44</b>	<b>44.00</b>	<b>39</b>	<b>38.50</b>	<b>38</b>	<b>37.50</b>

# 05 Election Commission-At a Glance



Budget Summary		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
GSD General Fund		\$3,687,800	\$4,637,800	\$4,068,000
<b>Total Expenditures and Transfers</b>		<u>\$3,687,800</u>	<u>\$4,637,800</u>	<u>\$4,068,000</u>
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 19,600	\$ 13,200	\$ 12,300	
Other Governments and Agencies	16,400	739,300	16,400	
Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>	
<b>Total Program Revenue</b>	\$ 36,000	\$ 752,500	\$ 28,700	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>	
<b>Total Revenues</b>	<u>\$ 36,000</u>	<u>\$ 752,500</u>	<u>\$ 28,700</u>	
<b>Positions</b>	Total Budgeted Positions	48	45	48
<b>Contacts</b>	Administrator of Elections: Ray Barrett Financial Manager: Patricia Wilson  Metro Office Building 800 2 <sup>nd</sup> Avenue South 37210	email: ray.barrett@nashville.gov email: pat.wilson@nashville.gov  Phone: 862-8800 FAX: 862-8810		

## Line of Business and Program

### Election

Election Procedures

### Administrative

Non-allocated Financial Transactions

### Voter Registration

Register to Vote





# 05 Election Commission-At a Glance



<b>Mission</b>	The mission of the Davidson County Election Commission is to provide federal, state and local election products to eligible citizens of Davidson County so they have equal access to the election process and can exercise their right to vote.
<b>Goals</b>	<p>By November 2008, voters of Davidson County will enter their voting precinct and encounter a process which allows the voter to vote in a quick and accurate manner, as a result of:</p> <ul style="list-style-type: none"> <li>• 95% of Officers of Election who have passed a certification process</li> <li>• 90% of Poll Officials retained through more than one election cycle</li> <li>• 100% Poll Officials who have completed and passed training</li> <li>• 90% Officers of Elections attaining an 90% or better performance rating</li> </ul> <p>By 2008, voters will experience a more accessible election process as it relates to technology, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 10% Increase in persons using on-line election documents, (e.g., registration forms, poll official applications)</li> <li>• 40% of total voters using early voting locations during major elections</li> <li>• 100% Web-based questions responded to in a timely manner</li> </ul> <p>By November 2008, the voter will experience an increase in knowledge and understanding of Davidson County Election Commission responsibilities and the process as evidenced by:</p> <ul style="list-style-type: none"> <li>• 80% voters who attend seminars or training who when surveyed state they are more informed about DCEC and the voting process</li> </ul> <p>By November 2008, all eligible voters impacted by changing demographics will continue to have the opportunity to vote as evidenced by:</p> <ul style="list-style-type: none"> <li>• 99% Statewide Voter System records updated daily</li> <li>• 100% of registration applications filed and/or processed in a timely manner</li> <li>• 100% of absentee ballots delivered to groups (e.g., Military, Prison, Nursing Home) by mandated date.</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Election Procedures</b>		
August 2007 Metro General Election	\$ (681,900) (2.20) FTEs	To reduce non-recurring expense.
Metro September 2007 Run-off Election	(636,100) (2.20) FTEs	To reduce non-recurring expense.
February 2008 Presidential Preference Primary	(695,700) (4.30) FTEs	To reduce non-recurring expense.
Start-up for August 2008 State Primary	(93,200) (2.00) FTEs	To reduce non-recurring expense.
Satellite City Elections	(11,700)	To reduce non-recurring expense.

# 05 Election Commission-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
August 2008 State Primary/Metro General Election	\$ 528,500	To provide election products, materials, services and information so that registered voters can cast their ballots and participate in the election process.
November 2008 Presidential/State General Election	930,600	To provide election products, materials, services and information so that registered voters can cast their ballots and participate in the election process.
Satellite City Elections	10,000	To provide election products, materials, services and information so that registered voters can cast their ballots and participate in the election process.
<b>Register to Vote</b>		
Metro September 2007 Run-off Election	(14,800)	To reduce non-recurring expense.
February 2008 Presidential Preference Primary	(27,200)	To reduce non-recurring expense.
Start-up for August 2008 State Primary	(7,400)	To reduce non-recurring expense.
Reduction in staff, printing and office supplies	(89,100) (1.50) FTEs	Reductions will result in the delivery of elections that could diminish recent program improvements.
August 2008 State Primary/Metro General Election	99,100 2.60 FTEs	To provide election products, materials, services and information so that registered voters can cast their ballots and participate in the election process.
November 2008 Presidential/State General Election	189,100 5.30 FTEs	To provide election products, materials, services and information so that registered voters can cast their ballots and participate in the election process.
<b>Nonallocated Financial Transactions</b>		
Elected Official Salary Increase	5,300	State-mandated increase to salary of elected official.
Pay Plan Adjustment	11,300	Supports the hiring and retention of a qualified workforce.
Fringe Benefit Savings	(74,600)	Savings realized through reduced cost for fringe benefits.
Elimination of Safety & Risk Management Premiums	(9,900)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(66,200)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing.
Human Resources Charge	(17,000)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management.
Shared Business Office Charge	(3,300)	Eliminate the charge for delivery of administrative support functions.
Metro Payment Services Charge	(5,100)	Eliminate the charge for delivery of centralized payment services.

# 05 Election Commission-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Customer Call Center Charge	\$ (4,000)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers.
Internal Audit Charge	(1,200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services.
Information Systems Charge	(58,100)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity.
Facilities Maintenance & Security Charge	90,100	Delivery of facility maintenance and associated security functions.
Fleet Management Charge	1,500	Delivery of fleet management, fuel services, and maintenance functions.
Postal Service Charge	61,300	Delivery of mail across the Metropolitan Government.
Surplus Property Charge	(100)	Handling and disposition of surplus property.
<b>TOTAL</b>	<b>\$(569,800)</b> <b>(4.30) FTEs</b>	

### Performance Information Highlights

#### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Election Commission for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	<b>Certified</b>	<b>Reported, Not Certified</b>	<b>Not Reported</b>
Number of Programs:	75%	25%	0%
Program Budget Dollars:	66%	34%	0%

# 05 Election Commission-At a Glance



**Election Line of Business** - The purpose of the Election Line of Business is to provide election preparation, information and results products to the general public so they can have confidence in the election process.

## Election Procedures Program

The purpose of the Election Procedures Program is to provide election related products to registered voters so the voters can have the necessary tools and materials to vote and quickly receive the outcome of an election.

## Results Narrative

**Proposed Change in Funding:** \$(649,500)

**Proposed Change in FTEs:** (9.70)

**Proposed Change in Performance:** The Election Commission will be able to effectively conduct and perform the election program.

**Other:** The proposed budget reflects a decrease of \$2,118,600 in non-recurring expenses used to conduct elections in FY08 and an additional \$1,469,100 to conduct elections in FY09.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,681,400	\$2,622,830	\$3,549,500	...	\$2,900,000
<b>FTEs:</b> GSD General Fund	20.99	20.99	22.29	...	12.59

## Results

Percentage of applications for ballot that do not result in a fail-safe provisional vote being cast	NA	NA	NA	.1%	.1%
-----------------------------------------------------------------------------------------------------	----	----	----	-----	-----

**Voter Registration Line of Business** - The purpose of the Voter Registration Line of Business is to provide ongoing voter eligibility, registration and maintenance products to Davidson County residents so they can become registered voters.

## Register to Vote Program

The purpose of the Register to Vote Program is to provide voter products to Davidson County residents so they can be registered to vote.

## Results Narrative

**Proposed Change in Funding:** \$149,700

**Proposed Change in FTEs:** 5.70

**Proposed Change in Performance:** Staff reductions would result in the delivery of elections that could diminish recent program improvements by the Election Commission.

**Other:** The proposed budget reflects a decrease of \$49,400 in non-recurring expenses used to conduct elections in FY08, a decrease of \$89,100 in staff, printing and office supplies and an additional \$288,200 to conduct elections in FY09.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,006,400	\$1,060,196	\$1,073,700	...	\$1,223,400
<b>FTEs:</b> GSD General Fund	15.51	15.51	15.51	...	21.21

## Results

Percentage of customers who are registered to vote as Active	NA	78.6%	85%	80.4%	85%
--------------------------------------------------------------	----	-------	-----	-------	-----

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees, and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$19	\$14,600	...	\$(193,200)

# 05 Election Commission-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	2,431,300	2,272,106	3,161,000	2,737,400
OTHER SERVICES:				
Utilities	14,500	13,455	14,500	14,500
Professional and Purchased Services	47,200	69,502	84,000	55,500
Travel, Tuition, and Dues	14,100	4,097	28,800	28,100
Communications	306,700	440,860	439,500	474,000
Repairs and Maintenance Services	80,000	64,868	126,000	126,000
Internal Service Fees	708,700	716,631	677,100	610,400
<b>TOTAL OTHER SERVICES</b>	<b>1,171,200</b>	<b>1,309,413</b>	<b>1,369,900</b>	<b>1,308,500</b>
Other Expense	80,400	101,375	106,900	22,100
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>3,682,900</b>	<b>3,682,894</b>	<b>4,637,800</b>	<b>4,068,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>4,900</b>	<b>150</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>3,687,800</b>	<b>3,683,044</b>	<b>4,637,800</b>	<b>4,068,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	19,600	29,161	13,200	12,300
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	16,400	16,380	739,300	16,400
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>16,400</b>	<b>16,380</b>	<b>739,300</b>	<b>16,400</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>36,000</b>	<b>45,541</b>	<b>752,500</b>	<b>28,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>36,000</b>	<b>45,541</b>	<b>752,500</b>	<b>28,700</b>

# 05 Election Commission-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	1	1.00	1	1.00	1	1.00
Admin Of Elections	04080		1	1.00	1	1.00	1	1.00
Admin Svcs Mgr	07242	SR1300	2	2.00	1	1.00	0	0.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	2	2.00	2	2.00
Election Commissioner	01743		5	0.50	5	0.50	5	0.50
Finance Mgr	06232	SR1400	1	1.00	1	1.00	1	1.00
Info Systems App Tech 1	07784	SR0800	1	1.00	1	1.00	1	1.00
Info Systems Mgr	07782	SR1300	1	1.00	0	0.00	0	0.00
Information Sys oper Anal 3	10477	SR1200	0	0.00	1	1.00	1	1.00
Machine Tech	02954		2	2.00	2	2.00	2	2.00
Machine Warehouse Mgr-Elec Com	07099		1	1.00	0	0.00	0	0.00
Office Support Rep 2	10121	SR0500	5	5.00	8	8.00	8	8.00
Office Support Rep 3	10122	SR0600	1	1.00	0	0.00	1	1.00
Office Support Spec 1	10123	SR0700	3	3.00	3	3.00	1	1.00
Office Support Spec 2	10124	SR0800	1	1.00	0	0.00	0	0.00
Program Spec 2	07379	SR0800	1	1.00	0	0.00	1	1.00
Program Spec 3	07380	SR1000	2	2.00	3	3.00	3	3.00
Seasonal/Part-time/Temporary	09020		18	11.00	15	12.70	19	9.40
<b>Total Positions &amp; FTE</b>			<b>48</b>	<b>36.50</b>	<b>45</b>	<b>38.20</b>	<b>48</b>	<b>33.90</b>
<b>Department Totals</b>			<b>48</b>	<b>36.50</b>	<b>45</b>	<b>38.20</b>	<b>48</b>	<b>33.90</b>

\*Note: These position totals do not include poll officials hired to assist with elections.

# 06 Law-At a Glance



Budget Summary		2006-07	2007-08	2008-09
<b>Budget Summary</b>	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$4,832,200	\$5,053,100	\$5,382,200
	<b>Total Expenditures and Transfers</b>	<b>\$4,832,200</b>	<b>\$5,053,100</b>	<b>\$5,382,200</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 55,000	\$ 55,000	\$ 55,000
	Other Governments and Agencies	40,000	40,000	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	<b>\$ 95,000</b>	<b>\$ 95,000</b>	<b>\$ 55,000</b>
	Non-program Revenue	83,600	83,600	83,600
	Transfers From Other Funds and Units	2,131,900	2,131,900	2,214,400
<b>Total Revenues</b>	<b>\$2,310,500</b>	<b>\$2,310,500</b>	<b>\$2,353,000</b>	
<b>Positions</b>	Total Budgeted Positions	57*	57*	51*
<b>Contacts</b>	Director of Law: Sue Cain Deputy Director of Law: Mike Safley 108 Metro Courthouse 37201	email: sue.cain@nashville.gov email: mike.safley@nashville.gov Phone: 862-6341	FAX: 862-6352	

## Line of Business and Program

### Legal Services

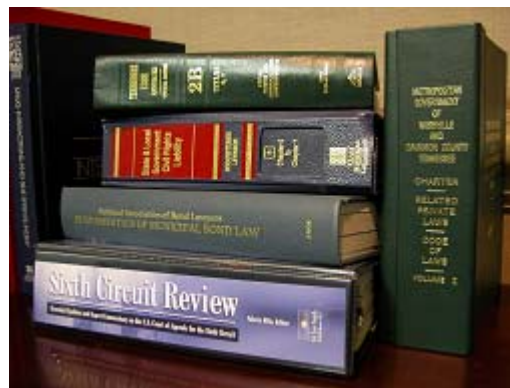
- Contracts
- Client Advice and Support
- Legislation
- Litigation and Administrative Hearings

### Risk Management

- Loss Control
- Claims
- Insurance

### Administrative

- Non-allocated Financial Transactions



\*Employee Safety and Risk Management Program, formerly managed by the Law Department, has been eliminated.

Note: Five full-time equivalents funded through the Employee Safety and Risk Management Program are now budgeted and funded in the Law Department.

<b>Mission</b>	The mission of the Department of Law is to provide legal and risk management services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources and perform their responsibilities within the law.
<b>Goals</b>	<p>By 2005, 85% of code violation citations within neighborhoods will be prosecuted within 60 days.</p> <p>By 2006, 85% of Metropolitan Government client departments will implement Loss Control recommendations aimed at reducing the Metropolitan Government's financial risk.</p> <p>By 2006, the Metropolitan Government will experience a 5% increase in tax revenues collected from sources not currently maximized.</p>

## Budget Change and Result Highlights FY 2009

Recommendation	Result
<b>Litigation and Administrative Hearings</b>	
West Law Contract Increase	\$ 8,700 To provide legal advice and support to clients
<b>Claims</b>	
Eliminate Salary Expense	(53,500) Will limit investigation, negotiation and recovery services.
Restore Claims to General Services District	498,900 To provide investigation, negotiation and recovery services to clients
<b>Nonallocated Financial Transactions</b>	
Pay Plan	6,600 Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(46,400) Savings realized through reduced cost for fringe benefits
Elimination of Safety & Risk Management Premiums	(20,400) Elimination of charge for coverage of safety and risk management premiums and activities
Finance Charge	(41,100) Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(11,200) Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(3,100) Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(23,500) Eliminate the charge for delivery of centralized payment services



# 06 Law-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Customer Call Center Charge	\$ (2,200)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(6,200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(12,900)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	33,500	Delivery of facility maintenance and associated security functions
Fleet Management Charge	3,200	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(600)	Delivery of mail across the Metropolitan Government
Surplus Property Charge	(700)	Handling and disposition of surplus property
<b>TOTAL</b>	<b>\$329,100</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Law Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	<b>Certified</b>	<b>Reported, Not Certified</b>	<b>Not Reported</b>
Number of Programs:	67%	33%	0%
Program Budget Dollars:	93%	7%	0%

# 06 Law-At a Glance



**Legal Services Line of Business** - The purpose of the Legal Services Line of Business is to provide client advice and support, contracts, legislation and litigation services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources and perform their responsibilities within the law.

## Contracts Program

The purpose of the Contracts Program is to provide negotiation, drafting and review services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can execute contracts legally and in a timely fashion.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A 10% increase in performance is expected in FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$247,700	\$229,714	\$263,500	...	\$263,500
<b>FTEs:</b> GSD General Fund	2.36	2.36	2.36	...	2.36
<b>Results</b> Percentage of contracts reviewed within four business days	75%	76.4%	75%	85.2%	85%

## Client Advice and Support Program

The purpose of the Client Advice and Support Program is to provide legal advice and support to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so that they can effectively and efficiently conduct the business of the Metropolitan Government.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,621,500	\$1,613,596	\$1,781,900	...	\$1,781,900
<b>FTEs:</b> GSD General Fund	15.21	15.21	15.21	...	15.21
<b>Results</b> Percentage of clients reporting that the client advice provided assisted them making good business decisions	100%	100%	100%	100%	100%

## Legislation Program

The purpose of the Legislation Program is to provide analysis and draft legislation services to the departments, boards, commissions, agencies and officials of the Metropolitan Government so they can propose and pass legislation that accomplishes their goals.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$156,400	\$138,672	\$164,100	...	\$164,100
<b>FTEs:</b> GSD General Fund	.75	.75	.75	...	.75
<b>Results</b> Percentage of council legislation passed that accomplishes the stated goal from the client's perspective	100%	100%	100%	100%	100%

## Litigation and Administrative Hearings Program

The purpose of the Litigation and Administrative Hearings Program is to provide representation and advocacy services to the departments, boards, commissions, agencies, officials of the Metropolitan Government and its employees so they can experience high quality dispute resolutions.

## Results Narrative

**Proposed Change in Funding:** \$8,700  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Contract increase effective July 1, 2008.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,521,800	\$2,623,462	\$2,650,500	...	\$2,659,200
<b>FTEs:</b> GSD General Fund	26.15	26.15	26.15	...	26.15

### Results

	2007	2007	2008	2008	2009
Percentage of dispute resolutions considered high quality as reported by Metropolitan Government clients	100%	100%	100%	97%	100%

**Risk Management Line of Business** - The purpose of the Risk Management Line of Business is to provide loss control, claims and insurance services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect public resources.

## Loss Control Program

The purpose of the Loss Control Program is to provide standards, assessments and recommendations to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can minimize human, property and financial losses.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$90,000	\$55,883	\$94,600	...	\$94,600
<b>FTEs:</b> GSD General Fund	.64	.64	.64	...	.64

### Results

	2007	2007	2008	2008	2009
Percentage change in the total number of claims including lawsuits initiated against the Metropolitan Government	5%	14%	5%	0%	5%

## Claims Program

The purpose of the Claims Program is to provide investigation, negotiation and recovery services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can minimize the financial impact of claims brought against the Metropolitan Government and maximize the monetary recovery of claims in favor of the Metropolitan Government.

## Results Narrative

**Proposed Change in Funding:** \$(53,500)  
 \$498,900  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The Claims Division provides investigation, negotiation and recovery services minimizing the financial impact of claims brought against the Metropolitan Government and maximizing the monetary recovery of claims in favor of the Metropolitan Government. Without this division the financial impact for the Metropolitan Government would greatly increase as claims would not be properly investigated.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	NA	NA	NA	...	\$445,400
<b>FTEs:</b> GSD General Fund	0.00	0.00	0.00	...	5.08

### Results

	2007	2007	2008	2008	2009
Ratio of dollars recovered to dollars owed	NA	NA	62%	59%	62%

**Insurance Program**

The purpose of the Insurance Program is to provide insurance management services to the departments, boards, commissions, agencies, and officials of the Metropolitan Government so they can protect their assets at the best price.

**Results Narrative**

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

**Program Budget & Performance Summary**

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$85,800	\$72,450	\$98,500	...	\$98,500
<b>FTEs:</b> GSD General Fund	.81	.81	.81	...	.81

**Results**

Percentage of annual increase in cost that is at or below market rate increases for entities with similar losses	95%	97%	95%	NA	95%
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**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

**Non-allocated Financial Transactions Program**

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

**Program Budget & Performance Summary**

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$109,000	\$0	\$0	...	\$(167,400)

# O6 Law–Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	3,950,400	3,832,232	4,143,400	4,532,000
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	9,200	27,134	9,200	9,700
Travel, Tuition, and Dues	32,400	38,404	32,400	37,100
Communications	297,600	266,942	305,300	317,100
Repairs and Maintenance Services	4,500	1,613	4,500	5,000
Internal Service Fees	345,400	338,691	365,100	300,300
<b>TOTAL OTHER SERVICES</b>	<b>689,100</b>	<b>672,784</b>	<b>716,500</b>	<b>669,200</b>
Other Expense	192,700	228,761	193,200	181,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,832,200</b>	<b>4,733,777</b>	<b>5,053,100</b>	<b>5,382,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,832,200</b>	<b>4,733,777</b>	<b>5,053,100</b>	<b>5,382,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	55,000	46,872	55,000	55,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	40,000	0	40,000	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>40,000</b>	<b>0</b>	<b>40,000</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>95,000</b>	<b>46,872</b>	<b>95,000</b>	<b>55,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	74,200	70,386	74,200	74,200
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	9,400	0	9,400	9,400
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>83,600</b>	<b>70,386</b>	<b>83,600</b>	<b>83,600</b>
<b>Transfers From Other Funds and Units</b>	<b>2,131,900</b>	<b>2,125,400</b>	<b>2,131,900</b>	<b>2,214,400</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>2,310,500</b>	<b>2,242,659</b>	<b>2,310,500</b>	<b>2,353,000</b>

# O6 Law–Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	4	4.00	4	4.00	4	4.00
Assoc Metropolitan Attorney	07192	SR1600	2	2.00	2	2.00	2	2.00
Attorney 1	00480	SR1200	8	8.00	8	8.00	8	8.00
Attorney 2	00630	SR1400	4	4.00	4	4.00	4	4.00
Attorney 3	04674	SR1500	12	12.00	12	12.00	13	13.00
Claims Division Mgr	06675	SR1300	1	1.00	1	1.00	2	2.00
Claims Rep 1	06674	SR0800	1	1.00	1	1.00	0	0.00
Claims Rep 2	06673	SR0900	2	2.00	2	2.00	4	4.00
Deputy Metropolitan Attorney	01496	SR1600	1	1.00	1	1.00	1	1.00
Insurance Div Mgr	06581	SR1400	1	1.00	1	1.00	2	2.00
Law Clerk	02867	SR0800	1	1.00	1	1.00	1	1.00
Legal Secretary 1	02870	SR0700	1	1.00	1	1.00	1	1.00
Legal Secretary 2	07322	SR0800	2	2.00	2	2.00	2	2.00
Metropolitan Attorney	03130	DP0300	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10120	SR0400	1	1.00	1	1.00	1	1.00
Paralegal	07343	SR0800	8	8.00	8	8.00	8	8.00
Program Mgr 2	07377	SR1200	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>51</b>	<b>51.00</b>	<b>51</b>	<b>51.00</b>	<b>51</b>	<b>51.00</b>
<b>Safety and Risk Management 50110</b>								
Compliance Inspector 3	07733	SR1000	1	1.00	1	1.00	0	0.00
Loss Prevention Spec	06593	SR1000	4	4.00	4	4.00	0	0.00
Safety Coord	06133	SR1200	1	1.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>6</b>	<b>6.00</b>	<b>6</b>	<b>6.00</b>	<b>0</b>	<b>0.00</b>
<b>Department Totals</b>			<b>57</b>	<b>57.00</b>	<b>57</b>	<b>57.00</b>	<b>51</b>	<b>51.00</b>

# 07 Planning—At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$4,037,900	\$4,284,700	\$3,914,100	
Special Purpose Fund	2,685,300	2,726,000	3,328,200	
<b>Total Expenditures and Transfers</b>	<b>\$6,723,200</b>	<b>\$7,010,700</b>	<b>\$7,242,300</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 967,500	\$1,591,400	\$1,565,200	
Other Governments and Agencies	2,520,000	2,532,700	3,049,200	
Other Program Revenue	90,000	60,400	38,000	
<b>Total Program Revenue</b>	<b>\$3,577,500</b>	<b>\$4,184,500</b>	<b>\$4,652,400</b>	
Non-Program Revenue	0	0	0	
Transfers From Other Funds and Units	50,000	50,000	50,000	
<b>Total Revenues</b>	<b>\$3,627,500</b>	<b>\$4,234,500</b>	<b>\$4,702,400</b>	
<b>Positions</b>	Total Budgeted Positions	51	54	52
<b>Contacts</b>	Director of Planning: Richard Bernhardt Financial Officer: Jeffrey Leach 730 2 <sup>nd</sup> Avenue South 37210		email: richard.bernhardt@nashville.gov email: jeffrey.leach@nashville.gov Phone: 862-7173 FAX: 880-2450	

## Line of Business and Program

### Development Policy and Implementation

- Metro Council Support, Information and Advice Consultation
- Community Development Guidance
- Compliance Review
- Planning Commission Support
- Design Services
- Research

### Regional Transportation

- Regional Transportation Planning

### Capital Improvements

- Capital Improvements

### Geographic Information Sales (GIS) Services and Application Development

- Geographic Information Sales and Service
- GIS Administration Application and Development
- Geographic Data Maintenance

### Public Communication and Assistance

- Media Relations
- Community Outreach and Information

### Administrative

- Non-allocated Financial Transactions
- Information Technology
- Facilities Management
- Human Resources
- Finance
- Procurement
- Records Management
- Risk Management
- Executive Leadership



# 07 Planning—At a Glance



<p><b>Mission</b></p>	<p>The mission of the Planning Department is to provide education, information, recommendation, and leadership products to citizens of Nashville so they can enjoy a quality of life enriched by choices in housing and transportation, efficient use of public infrastructure, distinctive community character, and a robust civic life.</p>
<p><b>Goals</b></p>	<p><u>Communication/Education Goal</u></p> <p>Over the next five years continue to increase Metro Council's, developers', and citizens' understanding of growth-related issues and the opportunities for growing healthier; growing healthier places a premium on:</p> <ul style="list-style-type: none"> <li>• % Livable mixed-use neighborhoods with transportation choices and housing opportunities that meet the needs of all citizens, regardless of age, income, or family status</li> <li>• % Robust citizen participation that identifies and preserves distinctive community character and contributes to a shared civic life</li> <li>• % Enhancement of environmental quality and environmental amenities</li> <li>• % Attractive opportunities for context-responsive development in the Downtown and other neighborhoods well-served by urban infrastructure</li> <li>• % Highest possible quality of life to enhance economic competitiveness in the 21<sup>st</sup> century economy</li> </ul> <p><u>Implementation Goal</u></p> <p>Over the next five years continue to revise land development policies and regulations to support citizen interest in healthier growth and streamline development approvals for compact mixed-use, walkable neighborhoods, designed to provide a unifying sense of place, housing and transportation choices, usable public space, and sound environmental stewardship.</p> <p><u>Real Cost Goal</u></p> <p>To support the most efficient long-term provision of public services and facilities, by December 2005 develop data and information about the true long-term costs of providing urban services under alternative growth scenarios.</p> <p><u>Transportation Mobility Goal</u></p> <p>By December 2005, continue to better integrate community and transportation planning in order to increase ease of transit use, ensure functionality of pedestrian and bicycle networks, advance development patterns that reduce trip lengths, and ultimately reduce citizens' dependence on the single occupant vehicle for their daily mobility needs.</p> <p><u>Organization and Focus Goal</u></p> <p>Improve operating efficiency to meet customer demand for services that prepare them to take knowledgeable positions and make informed decisions on the healthiest ways to grow their community and achieve a high quality of life:</p> <ul style="list-style-type: none"> <li>• Implement recommendations from the performance audit, including work flow analysis, by December, 2006; and</li> <li>• Develop internal project prioritization methodologies by December, 2005</li> </ul>



# 07 Planning—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Finance Program</b>		
Eliminate Assistant Executive Director of Operations	\$ (105,200) (1 FTE)	Eliminate and Re-assign responsibilities for program
<b>Facilities Management Program</b>		
Eliminate Office Support Rep 2	(23,900) (1 FTE)	Re-assign responsibilities for revenue support program
<b>Nonallocated Financial Transactions</b>		
Pay Plan	6,600	Supports the hiring and retention of a qualified workforce
Reduction in All Other Expenses	(69,100)	Reduction in all other expenses to be determined by Planning Department
FY08 Fringe Requirement	(48,000)	Supplemental Fringe Funding needed for FY08 expenses
Fringe Benefit Savings	(27,400)	Savings realized through reduced cost for fringe benefits.
Elimination of Safety & Risk Management Premiums	(11,600)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(37,100)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(21,700)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(6,800)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(7,800)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(6,100)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(2,700)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(2,800)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(1,100)	Delivery of facility maintenance and associated security functions

# 07 Planning—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Fleet Management Charge	\$ (3,200)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(2,700)	Delivery of mail across the Metropolitan Government
General Services District Total	(370,600) (2FTEs)	
Special Purpose Fund Total	602,200	Establish FY09 budget expense authority and alignment with the projected FY09 revenue
<b>TOTAL</b>	<b>\$231,600</b> <b>(2 FTEs)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Planning Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	<b>Certified</b>	<b>Reported, Not Certified</b>	<b>Not Reported</b>
Number of Programs:	43%	14%	43%
Program Budget Dollars:	35%	46%	19%

# 07 Planning—At a Glance



**Development Policy and Implementation Line of Business** - The purpose of the Development Policy and Implementation Line of Business is to provide advice, policy and regulatory products to decision-makers, developers and the general public so they can have the information and tools to understand and apply the principles of sustainable development.

## Metro Council Support, Information and Advice Program

The purpose of the Metro Council Support, Information and Advice Program is to provide policy analysis, best planning practice, and professional recommendation products to the Metro Council, so they can make informed decisions mindful of sustainable development principles.

### Results Narrative

**Proposed Change in Funding:** \$(46,100)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** The proposed reduction would eliminate the bond management portion of this program and reduce the number of applicants that receive the approval they need.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$162,100	\$155,984	\$184,400	...	\$138,300
<b>FTEs:</b> GSD General Fund	2.20	2.20	2.20	...	1.20
<b>Results</b> Percentage of Council decisions that support sustainable development principles	90%	NR	95%	NR	NR

## Consultation Program

The purpose of the Consultation Program is to provide urban design products through research, policy development, and project redesign products to the development community, other government entities and the general public, so they can make long-range decisions that incorporate sustainable development practices.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$310,100	\$306,574	\$342,400	...	\$342,400
<b>FTEs:</b> GSD General Fund	4.45	4.45	4.45	...	4.45
<b>Results</b> Percentage of plan design consultations that result in sustainable development proposals	100%	NR	100%	100%	100%

## Community Development Guidance Program

The purpose of the Community Development Guidance Program is to provide advice, policy and regulatory products to the public and development community so they can implement the vision of the community as established in the General Plan.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$519,200	\$543,010	\$625,400	...	\$625,400
Planning Grant Fund	90,000	54,746	60,400	...	38,000
Total	\$609,200	\$597,756	\$685,800	...	\$663,400
<b>FTEs:</b> GSD General Fund	6.00	6.00	6.00	...	6.00
<b>Results</b> Percentage of development proposals that are consistent with the land use policy plan	NA	75%	77%	85%	77%

# 07 Planning—At a Glance



## Compliance Review Program

The purpose of the Compliance Review Program is to provide regulatory and plan compliance recommendation products to governmental entities and applicants, so they can obtain approval recommendations needed to proceed with their projects in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$237,900	\$238,795	\$277,800	...	\$277,800
<b>FTEs:</b> GSD General Fund	4.00	4.00	4.00	...	4.00
<b>Results</b> Percentage of applicants who obtain required approval recommendations during compliance review	90%	NC	94%	84%	NR

## Planning Commission Support Program

The purpose of the Planning Commission Support Program is to provide development review, agenda preparation, meeting support, policy analysis, and public information products to the Planning Commission so it can make decisions based on professional recommendations.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$394,200	\$403,412	\$427,900	...	\$427,900
<b>FTEs:</b> GSD General Fund	5.40	5.40	5.40	...	5.40
<b>Results</b> Percentage of Metro Planning Commission decisions that reflect Metropolitan Planning Department professional staff recommendations	98%	96%	98%	96%	98%

## Design Services Program

The purpose of the Design Services Program is to provide visual design products to the public, development community, media and government entities so they can have a greater understanding of the options and benefits of building a more sustainable community.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$145,100	\$133,658	\$151,800	...	\$151,800
<b>FTEs:</b> GSD General Fund	1.70	1.70	1.70	...	1.70
<b>Results</b> Percentage of recipients of visual design presentations that report an increase in their understanding of the options and benefits of building a more sustainable community	NR	NR	NR	NR	90%

# 07 Planning—At a Glance



## Research Program

The purpose of the Research Program is to provide growth analysis and forecasting products to the Metropolitan Planning Commission, its staff, other Metro Agencies, so they can make development and investment decisions using sound long-term planning principles.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The proposed budget would result in an improvement in performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$86,400	\$95,999	\$92,100	...	\$92,100
<b>FTEs:</b> GSD General Fund	1.30	1.30	1.30	...	1.30
<b>Results</b> Percentage of planning products that incorporate long-term planning principles	25%	NR	25%	90%	40%

**Regional Transportation Planning Line of Business** - The purpose of the Regional Transportation Planning Line of Business is to provide short and long-term recommendations, budget, coordination, and educational products to state, regional and local governments, so they can provide diverse and viable transportation alternatives for their citizens.

## Regional Transportation Planning Program

The purpose of the Regional Transportation Planning Program is to provide short and long-term recommendation, budget, coordination, and educational products to state, regional and local governments, so they can provide diverse and viable transportation alternatives for their citizens.

## Results Narrative

**Proposed Change in Funding:** \$516,500 Other  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Increase in Special Purpose Funding

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 44,000	\$ 28,297	\$ 38,600	...	\$ 38,600
APR Fund	1,921,000	902,615	1,933,700	...	50,000
Congestion Mitigation Air Quality Fund	649,000	176,263	649,000	...	200,000
Regional Transportation Planning Fund	0	0	0	...	2,849,200
<b>Total</b>	<b>\$2,614,000</b>	<b>\$1,107,175</b>	<b>\$2,621,300</b>	...	<b>\$3,137,800</b>
<b>FTEs:</b> GSD General Fund	0.10	0.10	0.10	...	1.10
APR Fund	6.00	6.00	6.00	...	7.00
<b>Total</b>	<b>6.10</b>	<b>6.10</b>	<b>7.10</b>	...	<b>7.10</b>
<b>Results</b> Percentage of total MPO project funds programmed that are for non-highway projects to provide viable transportation alternatives to citizens	28%	NR	28%	28%	28%

# 07 Planning—At a Glance



**Capital Improvements Line of Business** - The purpose of the Capital Improvements Line of Business is to provide 6 year Capital Budget , related instruction, recommendation and report Products, to Mayors, Council, Metro Departments/Agencies, Planning Commission, and General Public, so they can identify and prioritize Metro's short and long-term capital needs to develop a coordinated financial plan to fund necessary improvements.

## Capital Improvements Program

The purpose of the Capital Improvements Program is to provide 6 year Capital Budget , related instruction, recommendation and report Products, to Mayors, Council, Metro Departments/Agencies, Planning Commission, and General Public, so they can identify and prioritize Metro's short and long-term capital needs to develop a coordinated financial plan to fund necessary improvements.

## Results Narrative

**Proposed Change in Funding:** \$(39,400)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** The proposed reduction would reduce the ability to produce the Capital Improvements Budget and safely deposit revenue collections.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$34,800	\$38,038	\$36,400	...	\$(3,000)
<b>FTEs:</b> GSD General Fund	0.90	0.90	1.90	...	0.90

## Results

Percentage of projects recommended in annual Capital Spending Plans that were identified as capital needs in the Capital Improvements Budget

	100%	100%	100%	NR	100%
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**Geographic Information Sales (GIS) Services and Application Development Line of Business** - The Purpose of GIS Services and Application Development Line of Business is to provide in a timely manner spatial information, applications and analysis products to Metro Departments/Agencies, Elected Officials and General Public so they can have information available to make decisions based on accurate data.

## Geographic Information Sales and Service Program

The purpose of the Geographic Information Sales and Service Program is to provide data, research and map products to the public, other government entities and customer groups, so they can have the geographic information they need to make their business decisions.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$166,700	\$154,999	\$151,700	...	\$151,700
Mapping Fund	<u>25,300</u>	<u>174,609</u>	<u>82,900</u>	...	<u>191,000</u>
Total	\$192,000	\$329,608	\$234,600	...	\$342,700
<b>FTEs:</b> GSD General Fund	2.40	2.40	2.40	...	2.40

## Results

Percentage of customers that received the geographic information they need to make their business decisions

	100%	100%	95%	NR	95%
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# 07 Planning—At a Glance



## GIS Administration Application and Development Program

The purpose of the GIS Administration Application and Development Program is to provide customized spatial tools, training, support and coordination products to Planning Department staff, Metro Departments, other government agencies and the public so they can effectively use geographic information to meet their business objectives.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$210,500	\$235,434	\$234,500	...	\$234,500
<b>FTEs:</b> GSD General Fund	2.60	2.60	2.60	...	2.60

### Results

Percentage of Metro departments using geographic information to meet their business objectives	29%	33%	31%	NR	NR
------------------------------------------------------------------------------------------------	-----	-----	-----	----	----

## Geographic Data Maintenance Program

The purpose of the Geographic Data Maintenance Program is to provide accurate geographic and land information products to Planning Department staff, other Metro departments and agencies, and the public, so they can have timely and accurate property and zoning datasets that meet national standards (NSDI) to achieve their objectives and avoid duplication of effort.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$292,200	\$270,014	\$278,600	...	\$278,600
<b>FTEs:</b> GSD General Fund	4.60	4.60	4.60	...	4.60

### Results

Percentage of property changes made within 30 days of being recorded or filed	NA	7%	NA	20%	NA
-------------------------------------------------------------------------------	----	----	----	-----	----

**Public Communication and Assistance Line of Business** - The Purpose of the Public Communication and Assistance Line of Business is to provide information, education and promotion products to the General Public and the Media so they can understand planning issues and processes as needed to meet their goals.

## Media Relations Program

The purpose of the Media Relations Program is to provide promotions, communication, and support products to the media, so they can produce stories for the public that accurately describe and educate the community on ongoing and specific planning issues.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$19,100	\$16,362	\$18,100	...	\$18,100
<b>FTEs:</b> GSD General Fund	0.30	0.30	0.30	...	0.30

### Results

Percentage of media stories on growth and development issues that accurately described planning issues	95%	NR	95%	95.9%	NR
--------------------------------------------------------------------------------------------------------	-----	----	-----	-------	----

# 07 Planning—At a Glance



## Community Outreach and Information Program

The purpose of the Community Outreach and Information Program is to provide communication, education, and promotion products to individuals, community groups and customer groups, so they can better understand the impact of certain growth and development patterns on the community and increase their capacity to influence the development of their community.

## Results Narrative

**Proposed Change in Funding:** \$(76,000)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** The proposed reduction would reduce the ability to coordinate and educate the media on planning and healthy development and would also reduce the percent of development stories that are accurate and complete.

**Other:** The reduction would compromise our ability to achieve our strategic goal of educating the public.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$213,900	\$214,661	\$221,000	...	\$145,000
<b>FTEs:</b> GSD General Fund	2.75	2.75	2.75	...	1.75

### Results

Percentage of respondents stating that they were better equipped to influence the development of their community

NR NR NR NR 0%

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support services to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$106,200	\$0	\$74,600	...	\$(89,000)
<b>FTEs:</b> GSD General Fund	1.00	1.00	3.00	...	3.00

## Information Technology Program

The purpose of the Information Technology Program is to provide geographic information technology support products to this Metro department so it can efficiently and securely meet its business needs.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$496,500	\$481,280	\$480,500	...	\$480,500
<b>FTEs:</b> GSD General Fund	0.40	0.40	0.40	...	0.40

### Results

Percentage of GIS licenses that are the most recent version

NR 0% NR NR 0%



# 07 Planning—At a Glance



## Facilities Management Program

The purpose of the Facilities Management Program is to provide operational support products to this Metro department so it can constantly function in a clean and operational work environment.

## Results Narrative

**Proposed Change in Funding:** \$(36,700)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** The proposed reduction would negatively impact the several parts of the Planning Commission such as Detailed Neighborhood Design Plan, Community Plan Update, and Community Plan Amendments.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$203,400	\$196,118	\$216,600	...	\$179,900
<b>FTEs:</b> GSD General Fund	1.50	1.50	1.50	...	0.50
<b>Results</b> Percentage of time that inspection reports a clean and operational work environment	NR	NA	NR	NR	NA

## Human Resources Program

The purpose of the Human Resources Program is to provide employment products to department employees so they can receive their benefits and compensation equitably and accurately.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$58,600	\$59,658	\$56,900	...	\$56,900
<b>FTEs:</b> GSD General Fund	0.55	0.55	0.55	...	0.55
<b>Results</b> Percentage of employee performance management evaluations completed on time	NR	NA	NR	NR	0%

## Finance Program

The purpose of the Finance Program is to provide financial management products to this Metro department so it can effectively manage its financial resources.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$136,300	\$143,209	\$133,700	...	\$133,700
<b>FTEs:</b> GSD General Fund	1.20	1.20	1.20	...	1.20
<b>Results</b> Percentage of budget variance	NR	NA	NR	NR	0%

# 07 Planning—At a Glance



## Procurement Program

The purpose of the Procurement Program is to provide purchasing transaction support products to this Metro department so it can obtain needed goods and services in a timely and efficient manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$38,600	\$41,931	\$34,600	...	\$34,600
<b>FTEs:</b> GSD General Fund	0.35	0.35	0.35	...	0.35
<b>Results</b> Percentage of department purchases made via purchasing card	NR	0%	NR	NR	0%

## Records Management Program

The purpose of the Records Management Program is to provide record management products to this Metro department so it can manage records compliant with legal and policy requirements.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$11,000	\$12,134	\$11,100	...	\$11,100
<b>FTEs:</b> GSD General Fund	0.20	0.20	0.20	...	0.20
<b>Results</b> Percentage of records managed in compliance with legal and policy requirements	NR	NA	NR	NR	NA

## Risk Management Program

The purpose of the Risk Management Program is to provide safety enhancement and risk management products to this Metro department so it can prevent accidents and injuries and effectively respond to accidents and injuries that occur.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$15,700	\$15,425	\$15,800	...	\$15,800
<b>FTEs:</b> GSD General Fund	0.10	0.10	0.10	...	0.10
<b>Results</b> Percentage of work hours lost due to accident	NR	NA	NR	NR	0%

# 07 Planning—At a Glance



## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected is expected for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$135,400	\$151,671	\$132,200	...	\$132,200
<b>FTEs:</b> GSD General Fund	1.00	1.00	1.00	...	1.00
<b>Results</b>					
Percentage of departmental key results achieved	NR	NA	NR	NR	NA

# 07 Planning—Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	3,064,400	3,020,007	3,314,700	3,047,700
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	45,100	50,048	41,100	41,100
Travel, Tuition, and Dues	59,100	56,266	59,100	59,100
Communications	110,600	90,467	110,600	110,600
Repairs and Maintenance Services	23,200	15,508	23,200	23,200
Internal Service Fees	634,000	618,837	621,800	529,800
<b>TOTAL OTHER SERVICES</b>	<b>872,000</b>	<b>831,126</b>	<b>855,800</b>	<b>763,800</b>
Other Expense	101,500	84,458	114,200	102,600
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,037,900</b>	<b>3,935,591</b>	<b>4,284,700</b>	<b>3,914,100</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>1,072</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,037,900</b>	<b>3,936,663</b>	<b>4,284,700</b>	<b>3,914,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	942,200	738,380	1,508,500	1,374,200
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	1,939	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>942,200</b>	<b>740,319</b>	<b>1,508,500</b>	<b>1,374,200</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>942,200</b>	<b>740,319</b>	<b>1,508,500</b>	<b>1,374,200</b>

# 07 Planning—Financial



## Special Purpose

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	606,600	295,328	590,300	500,000
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	1,488,400	808,938	1,576,000	2,628,200
Travel, Tuition, and Dues	6,400	10,215	2,400	0
Communications	493,600	166,718	458,500	200,000
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	346	0	0
<b>TOTAL OTHER SERVICES</b>	<b>1,988,400</b>	<b>986,218</b>	<b>2,036,900</b>	<b>2,828,200</b>
Other Expense	90,300	26,688	98,800	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>2,685,300</b>	<b>1,308,234</b>	<b>2,726,000</b>	<b>3,328,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,685,300</b>	<b>1,308,234</b>	<b>2,726,000</b>	<b>3,328,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	25,300	66,664	82,900	191,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	2,520,000	1,032,709	2,532,700	3,049,200
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	34,644	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>2,520,000</b>	<b>1,067,353</b>	<b>2,532,700</b>	<b>3,049,200</b>
Other Program Revenue	90,000	178,754	60,400	38,000
<b>TOTAL PROGRAM REVENUE</b>	<b>2,635,300</b>	<b>1,312,772</b>	<b>2,676,000</b>	<b>3,278,200</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>50,000</b>	<b>20,345</b>	<b>50,000</b>	<b>50,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>2,685,300</b>	<b>1,333,116</b>	<b>2,726,000</b>	<b>3,328,200</b>

# 07 Planning–Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 1	02660	SR0600	1	1.00	1	1.00	1	1.00
Finance Officer 2	10151	SR1000	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10122	SR0600	2	2.00	2	2.00	1	1.00
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	1	1.00
Planner 1	06860	SR1000	5	5.00	7	7.00	7	7.00
Planner 2	06862	SR1200	11	11.00	11	11.00	11	11.00
Planner 3	06861	SR1300	4	4.00	4	4.00	4	4.00
Planning Asst Exec Dir-Ops	10128	SR1500	1	1.00	1	1.00	0	0.00
Planning Exec Dir	01940	DP0300	1	1.00	1	1.00	1	1.00
Planning Mgr 2	06863	SR1400	4	4.00	4	4.00	4	4.00
Planning Tech 1	06864	SR0700	8	8.00	8	8.00	8	8.00
Planning Tech 2	06866	SR0800	2	2.00	2	2.00	2	2.00
Planning Tech 3	06865	SR0900	2	2.00	2	2.00	2	2.00
Special Projects Mgr	07762	SR1500	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>45</b>	<b>45.00</b>	<b>47</b>	<b>47.00</b>	<b>45</b>	<b>45.00</b>
<b>Advance Planning &amp; Research 30702</b>								
Engineer 2	07295	SR1300	0	0.00	1	1.00	0	0.00
Office Support Rep 3	10122	SR0600	1	1.00	1	1.00	0	0.00
Planner 1	06860	SR1000	2	2.00	2	2.00	0	0.00
Planner 2	06862	SR1200	2	2.00	2	2.00	0	0.00
Planning Mgr 2	06863	SR1400	1	1.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>6</b>	<b>6.00</b>	<b>7</b>	<b>7.00</b>	<b>0</b>	<b>0.00</b>
<b>Regional Transportation Planning 30706</b>								
Engineer 2	07295	SR1300	0	0.00	0	0.00	1	1.00
Office Support Rep 3	10122	SR0600	0	0.00	0	0.00	1	1.00
Planner 1	06860	SR1000	0	0.00	0	0.00	2	2.00
Planner 2	06862	SR1200	0	0.00	0	0.00	2	2.00
Planning Mgr 2	06863	SR1400	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>7</b>	<b>7.00</b>
<b>Department Totals</b>			<b>51</b>	<b>51.00</b>	<b>54</b>	<b>54.00</b>	<b>52</b>	<b>52.00</b>

# 08 Human Resources-At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$ 0	\$ 0	\$4,748,000	
Internal Service Fund	7,384,500	7,349,500	0	
<b>Total Expenditures and Transfers</b>	<b>\$7,384,500</b>	<b>\$7,349,500</b>	<b>\$4,748,000</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$7,378,500	\$7,343,500	\$ 0	
Other Governments and Agencies	6,000	6,000	0	
Other Program Revenue	0	0	0	
<b>Total Program Revenue</b>	<b>\$7,384,500</b>	<b>\$7,349,500</b>	<b>\$ 0</b>	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	0	0	0	
<b>Total Revenues</b>	<b>\$7,384,500</b>	<b>\$7,349,500</b>	<b>\$ 0</b>	
<b>Positions</b>	Total Budgeted Positions	64	62	56
<b>Contacts</b>	Director of Human Resources: Dot Berry Financial Manager: Ron Deardorff  Suite 200, 222 Building 37201	email: Dot.Berry@nashville.gov email: Ron.Deardorff@nashville.gov  Phone: 862-6640	FAX: 862-6654	

## Line of Business and Program

### Strategic Consulting

Project Consultation

### Human Capital

Compensation Development and Administration  
Career Opportunities and Staffing Services  
Benefits  
Training

### Metro Commitment to Fair Employment Practices

Civil Service Commission Administration  
Metro Employee Benefit Board Administration  
Labor Relations  
Equal Employee Opportunity  
Drug-Free Workplace Program

### Executive Leadership

Executive Leadership  
Non-Allocated Financial Transactions



<p><b>Mission</b></p>	<p>The mission of the Human Resources Department is to provide human resources business and benefits products to:</p> <ul style="list-style-type: none"> <li>• Metropolitan Government employees and agencies so they can provide quality government services, and</li> <li>• Metropolitan Government retirees so they can receive the benefits to which they are entitled.</li> </ul>
<p><b>Goals</b></p>	<p><b>HR Communication Commitment to Employees</b></p> <p>So that Metro government employees can be productive and make informed decisions about their employment, by January 1, 2007, 100% of Metro employees will be fully informed about key issues in a timely manner.</p> <p><b>HR Compliance Commitment</b></p> <p>By January 1, 2007, 100% of Metro Civil Service Departments will be certified by the HR Department as compliant with rules, policies and regulations and other applicable laws.</p> <p><b>HR Staffing Commitment</b></p> <p>To ensure that Metro agencies have the personnel they need to meet their goals, by January 1, 2007, 100% of hires and 100% of promotions are completed according to predetermined requirement.</p> <p><b>HR Commitment to Cost Containment and Quality Benefits</b></p> <p>By January 1, 2007, Metro Government will continue to provide quality health insurance coverage to employees and retirees; we will ensure that the annual rate of increase in Metro Government health care costs is 90% of appropriate benchmark rates.</p> <p><b>HR Information Commitment to Management</b></p> <p>So that Metro Government decision makers can make informed decisions regarding human resource matters, we will ensure that by January 1, 2007, 100% of decision makers have appropriate access to accurate and timely Human Resource data.</p> <p><b>HR Commitment to Performance Excellence</b></p> <p>By January 1, 2007, Metro Departments will have implemented a Performance Management system, which includes developing employee performance plans, providing coaching and counseling, and conducting employee appraisals in a way that measures performance in terms of results that align with desired organizational goals.</p>



# 08 Human Resources-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Benefits Program</b>		
Reduction of one HR Analyst II, Assistant Director Position, and part time Professional Specialist	\$ (144,500) (2.5 FTEs)	This reduction will adversely affect the percentage of employees that receive timely and satisfactory customer service.
Reduction of Expenses to be paid by Benefit Board in FY09	(1,556,600)	No Impact on Program Results
<b>Compensation Development Program</b>		
Reduction of one Office Support Rep II	(37,300) (2 FTE)	A staff reduction will require the duties to be absorbed by other staff but will create minimal impact on this programs key measure.
<b>Project Consultations Program</b>		
Reduction of one Compliance Inspector III	(68,600) (1 FTE)	A staff reduction will require the duties to be absorbed by other staff but should not create a large impact on this programs key measure
<b>ALOB/Executive Leadership</b>		
Reduction of Office Supplies	(400)	This reduction will have no impact on the programs key result measures
<b>Safety &amp; Risk Management Premiums</b>		
	(13,600)	Coverage of safety and risk management premiums and activities
<b>Non-allocated Financial Transactions</b>		
Pay Plan	8,100	Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(450,700)	Savings realized through reduced cost for fringe benefits
Reduction of Program Expenses to be determined by Director	(100,000)	Programs impacted by this reduction will be decided by the HR Director
Study and Formulating Committee	50,000	Will provide funding for the Study and Formulating Committee
Finance Charge	(66,900)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Shared Business Office Charge	(88,700)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(4,100)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(18,800)	Eliminate the charge telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(3,600)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services

# 08 Human Resources-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Information Systems Charge	\$ (105,200)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(1,900)	Delivery of facility maintenance and associated security functions
Fleet	1,000	Delivery of fleet management, fuel services, and maintenance
Postal	1,300	Delivery of mail across the Metropolitan Government
Surplus Property Charge	(1,000)	Handling and disposition of surplus property
<b>TOTAL</b>	<b>\$(2,601,500)</b> (5.5 FTEs)	

### Performance Information Highlights

#### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Human Resources Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	69%	8%	23%
Program Budget Dollars:	91%	3%	6%

# 08 Human Resources-At a Glance



**Strategic Consulting Line of Business** - The purpose of the Strategic Consulting Line of Business is to provide Human Resources Management Consultation, planning and implementation products to Metro Government so they can achieve their agreed upon predetermined results.

## Project Consultation Program

The purpose of the Project Consultation Program is to provide Human Resources management consultation, planning, and implementation products to Metro Government so they can achieve the agreed upon predetermined results.

## Results Narrative

**Proposed Change in Funding:** \$(68,600)

**Proposed Change in FTEs:** (1.0)

**Proposed Change in Performance:** The percentage of projects achieving their agreed upon predetermined results may decrease.

**Other:** A staff reduction will require the duties to be absorbed by other staff and should not create a large impact on this program's key measure.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$291,700	\$335,370	\$270,800	...	\$202,200
<b>FTEs:</b> GSD General Fund	3.0	3.0	2.0	...	1.0
<b>Results</b>					
Percentage of projects achieving their agreed upon predetermined results	100%	82%	100%	80%	NR

**Human Capital Line of Business** - The purpose of the Human Capital Line of Business is to provide pay, benefits and placement products to Metro departments so they can attract, retain and reward workforce.

## Compensation Development & Administration Program

The purpose of the Compensation Development and Administration Program is to provide compensation and resolution products to Metro departments and agencies so they can receive satisfactory services and resolutions with regards to compensation issues.

## Results Narrative

**Proposed Change in Funding:** \$(132,700)

**Proposed Change in FTEs:** (2.0)

**Proposed Change in Performance:** This could lower the ability to insure compliance within departments and to provide support, which will decrease the ability to provide good customer service to departments.

**Other:** A staff reduction will require the duties to be absorbed by other staff and will create minimal impact on this program's key measure.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,034,400	\$771,292	\$1,049,000	...	\$916,300
<b>FTEs:</b> GSD General Fund	15.0	15.0	13.0	...	11.0
<b>Results</b>					
Percentage of departments that stated they received satisfactory customer service	NA	100%	100%	NR	NR

# 08 Human Resources-At a Glance



## Career Opportunities and Staffing Services Program

The purpose of the Career Opportunities and Staffing Services Program is to provide quality recruitment services and products to Metro departments and agencies so they can meet their staffing needs in a timely manner while ensuring compliance with Civil Service.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$905,200	\$893,424	\$867,300	...	\$867,300
<b>FTEs:</b> GSD General Fund	11.0	11.0	8.00	...	8.0
<b>Results</b> Percentage of departments meeting their staffing needs	100%	100%	100%	100%	100%

## Benefits Program

The purpose of the Benefits Program is to provide benefits services and resolution products that are accurate, timely, and professional to Metro employees and retirees so they can experience satisfactory services and resolutions with regard to their health, retirement, and other benefits.

## Results Narrative

**Proposed Change in Funding:** \$(1,705,700)  
**Proposed Change in FTEs:** (2.5)  
**Proposed Change in Performance:** This reduction may adversely affect the percentage of employees that receive timely and satisfactory customer service. A total of \$1,556,600 of expense from this program will be paid by the Benefit Board beginning in FY09.  
**Other:** A total of \$1,556,600 of expense from this program will be paid by the Benefit Board beginning in FY09; this will have no impact on performance.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$2,783,300	\$2,445,107	\$2,961,100	...	\$1,255,400
<b>FTEs:</b> Internal Service Fund	23.5	23.5	26.5	...	24.0
<b>Results</b> Percentage of employees/retirees that received satisfactory customer service	NR	84.2%	100%	NR	NR

## Training Program

The purpose of the Training Program is to provide educational and professional development products to Metro departments so they can provide better services to the public.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$512,300	\$346,808	\$374,500	...	\$374,500
<b>FTEs:</b> GSD General Fund	3.0	3.0	3.0	...	3.0
<b>Results</b> Percentage of departments and Human Resources Coordinators that responded their employees received our training products and could demonstrate skills needed to do their jobs	NR	NC	100%	100%	100%

# 08 Human Resources-At a Glance



**Metro Commitment to Fair Employment Practices Line of Business** - The purpose of the Metro Commitment to Fair Employment Practices Line of Business is to provide compliance, reporting, consultation, and administration products to Metro Government so they can be in compliance with employment laws and regulations.

## Civil Service Commission Administration Program

The purpose of the Civil Service Commission Administration Program is to provide meeting and hearing administration, staff recommendations, and policy development and interpretation products to the Civil Service Commission so they can make informed decisions that are compliant with Civil Service rules and policies.

## Results Narrative

**Proposed Change in Funding:** \$ 0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No increase in funding may impact this program. Administrative Law Judge hearings cost will have tripled by the end of the fiscal year. No increase in funding means these cases will not be heard timely.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$238,900	\$284,937	\$238,700	...	\$238,700
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	2.0
<b>Results</b> Percentage of Human Resources recommendations made that are approved by the Civil Service Commission	NA	100%	100%	100%	100%

## Metro Employee Benefit Board Administration Program

The purpose of the Metro Employee Benefit Board Administration Program is to provide meeting and hearing administration, staff recommendations, and policy development and interpretation products to the Metro Employee Benefit Board so they can make informed decisions for the employee benefit system in accordance with the Charter, the Code of laws, bylaws and policies.

## Results Narrative

**Proposed Change in Funding:** \$ 0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No increase in funding may impact this program. The Benefit Board is now being required to use Administrative Law Judges to hear certain matters. No increase in funding means these cases will not be heard timely.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$193,400	\$173,572	\$160,400	...	\$160,400
<b>FTEs:</b> GSD General Fund	1.0	1.0	2.0	...	2.0
<b>Results</b> Percentage of staff recommendations made that are approved by the Metro Employee Benefit Board	NA	100%	100%	100%	NR

# 08 Human Resources-At a Glance



## Labor Relations Program

The purpose of the Labor Relations Program is to provide advisory, interpretation and communication products to union representatives and management so they can experience a proactive partnership in the resolution of employee labor concerns.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$117,900	\$66,145	\$132,400	...	\$132,400
<b>FTEs:</b> GSD General Fund	2.0	2.0	1.0	...	1.0

### Results

Percentage of management and union representatives satisfied with the process of the resolution of employee labor concerns

NR	60%	100%	100%	100%
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## Equal Employee Opportunity Program

The purpose of the Equal Employee Opportunity Program is to provide consultation, mediation and investigation products to Metro Government so it can ensure that employee complaints of harassment and discrimination are addressed in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$157,700	\$69,742	\$147,000	...	\$147,000
<b>FTEs:</b> GSD General Fund	1.0	1.0	2.0	...	2.0

### Results

Percentage of employee complaints of harassment and discrimination that are addressed in ninety days or less

100%	100%	100%	100%	100%
------	------	------	------	------

## Drug-Free Workplace Program

The purpose of the Drug-Free Workplace Program is to provide education, training, and drug-testing products to all Metro departments so they can maintain a work environment free from alcohol and drugs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$39,600	\$127,844	\$40,600	...	\$40,600
<b>FTEs:</b> GSD General Fund	0.0	0.0	0.0	...	0.0

### Results

Percentage of drug tests completed in which the outcome was negative

NR	99.2%	NR	99.4%	100%
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# 08 Human Resources-At a Glance



**Executive Leadership Line of Business** - The purpose of the Executive Leadership Line of Business is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$(400)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No impact on Program Results for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,110,100	\$823,138	\$1,107,700	...	\$1,107,300
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	2.0
<b>Results</b> Percentage of departmental key results achieved	NR	NR	NR	NR	NR

## Non-Allocated Financial Transactions

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Results Narrative

**Proposed Change in Funding:** \$ (638,900)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** N/A  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$0	...	\$(638,900)
<b>FTEs:</b> GSD General Fund	0.0	0.0	0.0	...	0.0

# 08 Human Resources-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	3,415,700
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	591,000
Travel, Tuition, and Dues	0	0	0	53,400
Communications	0	0	0	55,000
Repairs and Maintenance Services	0	0	0	7,000
Internal Service Fees	0	0	0	457,500
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,163,900</b>
Other Expense	0	0	0	168,400
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,748,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,748,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# 08 Human Resources-Financial



## Internal Service Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	4,894,800	4,039,315	4,915,300	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	1,404,600	1,263,536	1,375,400	0
Travel, Tuition, and Dues	33,000	15,140	51,700	0
Communications	51,800	36,255	57,900	0
Repairs and Maintenance Services	6,200	6,612	7,000	0
Internal Service Fees	802,000	823,751	745,400	0
<b>TOTAL OTHER SERVICES</b>	<b>2,297,600</b>	<b>2,145,294</b>	<b>2,237,400</b>	<b>0</b>
Other Expense	176,100	152,620	180,800	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>7,368,500</b>	<b>6,337,229</b>	<b>7,333,500</b>	<b>0</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>16,000</b>	<b>150</b>	<b>16,000</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>7,384,500</b>	<b>6,337,379</b>	<b>7,349,500</b>	<b>0</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	7,378,500	7,208,414	7,343,500	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	6,000	2,223	6,000	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>6,000</b>	<b>2,223</b>	<b>6,000</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>7,384,500</b>	<b>7,210,636</b>	<b>7,349,500</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>7,384,500</b>	<b>7,210,636</b>	<b>7,349,500</b>	<b>0</b>

# 08 Human Resources-Financial

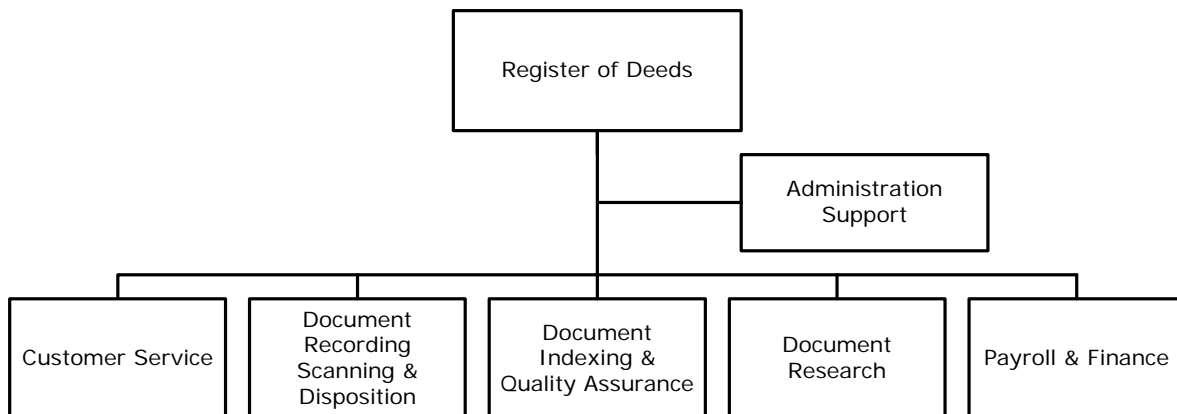


	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	0	0.00	0.00	0.00	1	1.00
Admin Spec	07720	SR1100	0	0.00	0.00	0.00	2	2.00
Application Tech 1	10100	SR0700	0	0.00	0.00	0.00	1	1.00
Application Tech 2	10102	SR0800	0	0.00	0.00	0.00	1	1.00
Application Tech 3	10103	SR0900	0	0.00	0.00	0.00	7	7.00
Human Resources Analyst 1	02730	SR0800	0	0.00	0.00	0.00	3	3.00
Human Resources Analyst 2	03455	SR1000	0	0.00	0.00	0.00	5	5.00
Human Resources Analyst 3	06874	SR1200	0	0.00	0.00	0.00	19	19.00
Human Resources Asst 2	06931	SR0700	0	0.00	0.00	0.00	1	1.00
Human Resources Asst Dir	06004	SR1500	0	0.00	0.00	0.00	2	2.00
Human Resources Dir	01620	DP0200	0	0.00	0.00	0.00	1	1.00
Human Resources Mgr	06531	SR1400	0	0.00	0.00	0.00	3	3.00
Information Systems Advisor 1	07234	SR1300	0	0.00	0.00	0.00	1	1.00
Office Support Rep 3	10122	SR0600	0	0.00	0.00	0.00	1	1.00
Office Support Spec 2	10124	SR0800	0	0.00	0.00	0.00	1	1.00
Professional Spec	07753	SR1100	0	0.00	0.00	0.00	6	6.00
Training Coord	06210	SR1300	0	0.00	0.00	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>56</b>	<b>56.00</b>
<b>Human Resources 51108</b>								
Admin Asst	07241	SR0900	1	1.00	1	1.00	0	0.00
Admin Spec	07720	SR1100	2	2.00	2	2.00	0	0.00
Admin Svcs Mgr	07242	SR1300	1	1.00	0	0.00	0	0.00
Admin Svcs Officer 3	07244	SR1000	0	0.00	1	1.00	0	0.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	0	0.00	0	0.00
Application Tech 1	10100	SR0700	3	3.00	2	2.00	0	0.00
Application Tech 2	10102	SR0800	3	3.00	4	4.00	0	0.00
Application Tech 3	10103	SR0900	1	1.00	3	3.00	0	0.00
Compliance Inspector 3	07733	SR1000	1	1.00	1	1.00	0	0.00
Finance Officer 2	10151	SR1000	3	3.00	0	0.00	0	0.00
Human Resources Admin	07346	SR1300	1	1.00	0	0.00	0	0.00
Human Resources Analyst 1	02730	SR0800	10	10.00	4	4.00	0	0.00
Human Resources Analyst 2	03455	SR1000	6	6.00	7	7.00	0	0.00
Human Resources Analyst 3	06874	SR1200	13	13.00	21	21.00	0	0.00
Human Resources Asst 1	01472	SR0600	2	2.00	0	0.00	0	0.00
Human Resources Asst 2	06931	SR0700	2	2.00	2	2.00	0	0.00
Human Resources Asst Dir	06004	SR1500	2	2.00	3	3.00	0	0.00
Human Resources Dir	01620	DP0200	1	1.00	1	1.00	0	0.00
Human Resources Mgr	06531	SR1400	6	6.00	3	3.00	0	0.00
Information Systems Advisor 1	07234	SR1300	0	0.00	1	1.00	0	0.00
Office Support Rep 2	10121	SR0500	0	0.00	-1	-1.00	0	0.00
Professional Spec	07753	SR1100	4	3.50	6	5.50	0	0.00
Program Mgr 1	07376	SR1100	1	1.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>64</b>	<b>63.50</b>	<b>62</b>	<b>61.50</b>	<b>0</b>	<b>0.00</b>
<b>Department Totals</b>			<b>64</b>	<b>63.50</b>	<b>62</b>	<b>61.50</b>	<b>56</b>	<b>56.00</b>

# 09 Register of Deeds—At a Glance

<b>Mission</b>	To record all documents pertaining to real estate and documents relative to the Uniform Commercial Code. To maintain the integrity of all official records and offer courteous, friendly, and expeditious service to all who use the Register's Office.					
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>		
	<b>Expenditures and Transfers:</b>					
	GSD General Fund	\$2,591,500	\$2,462,900	\$ 389,300		
	Special Purpose Funds	<u>235,000</u>	<u>300,000</u>	<u>276,000</u>		
	<b>Total Expenditures and Transfers</b>	<u>\$2,826,500</u>	<u>\$2,762,900</u>	<u>\$ 665,300</u>		
	<b>Revenues and Transfers:</b>					
	Program Revenue					
	Charges, Commissions, and Fees	\$6,235,000	\$6,300,000	\$3,026,000		
	Other Governments and Agencies	0	0	0		
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>		
	<b>Total Program Revenue</b>	\$6,235,000	\$6,300,000	\$3,026,000		
	Non-program Revenue	0	0	0		
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>		
	<b>Total Revenues</b>	<u>\$6,235,000</u>	<u>\$6,300,000</u>	<u>\$3,026,000</u>		
<b>Positions</b>	Total Budgeted Positions	0	0	0		
<b>Contacts</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">                     Register of Deeds: Bill Garrett                      Financial Manager: Connie Brookshire                      Sommet Center                      501 Broadway 37203                 </td> <td style="width: 50%; border: none;">                     email: bill.garrett@nashville.gov                      email: connie.brookshire@nashville.gov                      Phone: 862-6790    FAX: 880-2039                 </td> </tr> </table>				Register of Deeds: Bill Garrett Financial Manager: Connie Brookshire Sommet Center 501 Broadway 37203	email: bill.garrett@nashville.gov email: connie.brookshire@nashville.gov Phone: 862-6790    FAX: 880-2039
Register of Deeds: Bill Garrett Financial Manager: Connie Brookshire Sommet Center 501 Broadway 37203	email: bill.garrett@nashville.gov email: connie.brookshire@nashville.gov Phone: 862-6790    FAX: 880-2039					

## Organizational Structure



# 09 Register of Deeds—At a Glance

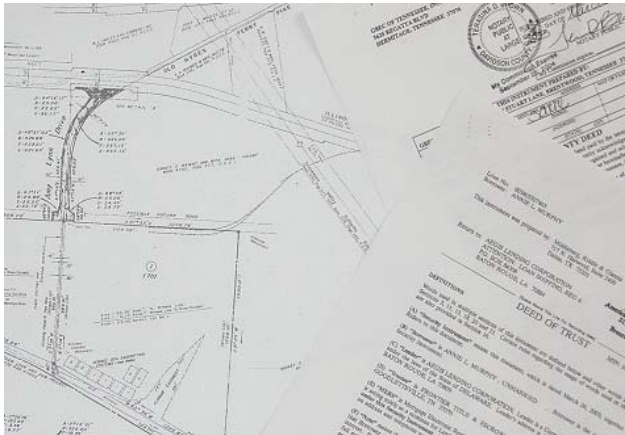
## Budget Highlights FY 2009

• Reduce All Other Expenses	\$ (23,800)
• Change in Accounting Method, Gross to Net	(2,000,000)
• Elimination of Safety and Risk Management Premiums	(100)
• Internal Services Eliminations	
• Finance Charge	(8,800)
• Human Resources Charge	(6,200)
• Shared Business Charge	(1,400)
• Customer Call Center Charge	(12,400)
• Internal Audit	(1,400)
• Internal Services Charges	
• Information Systems Charge	(16,400)
• Facilities Maintenance & Security	(900)
• Postal Service Charge	(2,900)
• Fleet Management	1,100
• Surplus Property Charge	(400)
• Special Purpose Fund	(24,000)
Total	<u><u>\$ (2,097,600)</u></u>

## Overview

### REGISTER OF DEEDS

The Register of Deeds Office records deeds, mortgages, plats, leases, liens, limited partnership agreements, charters, and service discharges. All documents are imaged and indexed.



### ADMINISTRATION SUPPORT

Administration Support is responsible for budget and finance, information systems maintenance, and employee supervision.

### CUSTOMER SERVICE

Customer Service assists walk-in customers with document research, trains customers on the computer system, and handles telephone inquiries regarding land records.

### DOCUMENT RECORDING, SCANNING AND DISPOSITION

Document Recording, Scanning and Disposition checks documents for required information, enters recording information into computer system, processes payments, scans documents into computer system, and returns documents to customers by mail or in person.

### DOCUMENT INDEXING AND QUALITY ASSURANCE

Document Indexing and Quality Assurance enters indexing information for documents such as grantor, grantee, map and parcel, etc., and verifies accuracy of indexing information.

### DOCUMENT RESEARCH

Document Research assists customers with document and plat printing, and assists customers with microfilm.

### PAYROLL AND FINANCE

Payroll and Finance maintains bank account, prepares financial reports and tax forms, processes deposits and prepares checks, maintains payroll and benefit records, and maintains employee files.

# O9 Register of Deeds—Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
1. Record all documents in a timely and efficient manner.	Document Recording Turnaround				
	a. Mail (60% of volume)	0 minutes	0 minutes	5 minutes	5 minutes
	b. Walk-ins (40% of volume)	0 minutes	0 minutes	5 minutes	5 minutes
2. Ensure accuracy and integrity of all official public records maintained in the Register's Office.	Document Recording Totals				
	a. Charter	2,250	2,259	2,250	2,250
	b. Judgments	375	372	425	375
	c. Liens	6,500	8,622	7,000	8,500
	d. Military Discharges	10	14	10	10
	e. Plats	275	269	325	300
	f. Powers of Attorney	4,200	4,629	5,100	4,500
	g. Releases	42,000	44,657	43,000	42,000
	h. Trust Deeds	58,000	60,238	61,000	55,000
	i. UCC Fixture Filings and Financing Statements	2,700	2,191	2,500	2,200
	j. Warranty Deeds	36,500	36,606	36,600	36,600
<b>DOCUMENT RESEARCH</b>					
1. Provide courteous and expeditious customer service.	Document Research Totals				
	Register Staff				
	a. Telephones inquiries	55,000	60,000	60,000	60,000
	b. Walk-ins	6,700	4,457	5,000	5,000
	c. Faxes	4,100	4,498	3,000	4,498
	d. Copies	20,000	25,000	31,000	31,000
	Document Researchers				
	a. Faxes	100,000	100,000	100,000	100,000
	b. Copies	60,000	122,477	60,000	100,000
	Internet Service Customers	290	353	350	350

# 09 Register of Deeds—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,970,500	2,273,274	1,970,500	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	2,500	944	8,000	7,500
Travel, Tuition, and Dues	23,500	12,497	19,500	16,900
Communications	45,200	36,243	39,000	37,200
Repairs and Maintenance Services	7,200	4,281	5,800	5,800
Internal Service Fees	362,700	357,133	254,500	204,800
<b>TOTAL OTHER SERVICES</b>	<b>441,100</b>	<b>411,098</b>	<b>326,800</b>	<b>272,200</b>
Other Expense	179,900	179,579	165,600	117,100
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>2,591,500</b>	<b>2,863,951</b>	<b>2,462,900</b>	<b>389,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,591,500</b>	<b>2,863,951</b>	<b>2,462,900</b>	<b>389,300</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	6,000,000	5,979,667	6,000,000	2,750,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>6,000,000</b>	<b>5,979,667</b>	<b>6,000,000</b>	<b>2,750,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>6,000,000</b>	<b>5,979,667</b>	<b>6,000,000</b>	<b>2,750,000</b>

# O9 Register of Deeds—Financial

## Special Purpose

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	25,000	40,741	25,000	10,000
Internal Service Fees	5,000	0	5,000	0
<b>TOTAL OTHER SERVICES</b>	<b>30,000</b>	<b>40,741</b>	<b>30,000</b>	<b>10,000</b>
Other Expense	155,000	55,141	220,000	166,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	50,000	0	50,000	100,000
<b>TOTAL OPERATING EXPENSE</b>	<b>235,000</b>	<b>95,881</b>	<b>300,000</b>	<b>276,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>235,000</b>	<b>95,881</b>	<b>300,000</b>	<b>276,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	235,000	0	300,000	276,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	29,551	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>235,000</b>	<b>29,551</b>	<b>300,000</b>	<b>276,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>235,000</b>	<b>29,551</b>	<b>300,000</b>	<b>276,000</b>

# 10 General Services-At a Glance



Budget Summary	2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$ 0	\$ 0	\$ 1,356,000
Internal Service Funds	47,690,200	51,731,800	46,014,100
<b>Total Expenditures and Transfers</b>	<b>\$47,690,200</b>	<b>\$51,731,800</b>	<b>\$47,370,100</b>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$45,949,500	\$50,931,800	\$46,014,100
Other Governments and Agencies	0	0	0
Other Program Revenue	0	0	0
<b>Total Program Revenue</b>	<b>\$45,949,500</b>	<b>\$50,931,800</b>	<b>\$46,014,100</b>
Non-Program Revenue	0	0	0
Transfers From Other Funds and Units	702,800	800,000	0
<b>Total Revenues</b>	<b>\$46,652,300</b>	<b>\$51,731,800</b>	<b>\$46,014,100</b>
<b>Positions</b>			
Total Budgeted Positions	215	230	194
<b>Contacts</b>	Director: Nancy Whittemore Financial Manager: Gregg Nicholson G-70 Metro Courthouse 37201		
	email: nancy.whittemore@nashville.gov email: gregg.nicholson@nashville.gov Phone: 862-5050 FAX: 862-5035		

## Line of Business and Program

### Security

Employee and Property Security

### Fleet Operations

Vehicle and Equipment Repair  
 Fuel Supply  
 Fleet Asset Management

### Radio Communication and Equipment

Radio System Infrastructure  
 Radio and Public Safety Equipment

### Building Operations Support Services

Facilities Maintenance  
 ADA Compliance  
 BOSS Space Management  
 BOSS Construction Services

### Business Support

Metro Payment Services\*  
 Shared Business Office/Financial Services\*  
 Shared Business Office/Human Resource Management\*  
 Shared Business Office/Administrative Services\*  
 Mail Services  
 311 Customer Service Call Center\*  
 E-Bid Surplus Property Distribution

### Executive Leadership

Executive Leadership

### Administrative

Non-allocated Financial Transactions

\* Program will be eliminated in FY09



# 10 General Services-At a Glance



<b>Mission</b>	The mission of the Department of General Services is to provide facility and fleet operations, radio communications, employee security, shared business, and customer assistance products to government agencies, Metro employees, and the Nashville community so they can meet their goals.
<b>Goals</b>	<p>By July 2009, customer needs will be better met through managing by data as evidenced by:</p> <ul style="list-style-type: none"> <li>• 100% of programs with data collection processes</li> <li>• 100% of program managers trained in data management principles</li> </ul> <p>By July 2008, the customer will experience improved customer satisfaction as evidenced by:</p> <ul style="list-style-type: none"> <li>• 90% customers who understand the types of services provided</li> <li>• 85% services valued by customers</li> <li>• 85% customers satisfied with services received</li> </ul> <p>By July 2009, customers of General Services will receive defined services that are measured as evidenced by:</p> <ul style="list-style-type: none"> <li>• 100% of General Services' customers with a signed service level agreement</li> <li>• 85% of time performance targets are accomplished in service level agreements</li> </ul> <p>By July 2008, General Services' employees will experience improved job satisfaction and performance as evidenced by:</p> <ul style="list-style-type: none"> <li>• 90% of General Services' employees who meet established performance measures</li> <li>• 95% employee satisfaction</li> </ul> <p>By 2011, the Nashville community will experience improved services at a reduced cost as evidenced by:</p> <ul style="list-style-type: none"> <li>• 25% reduction in the transaction costs</li> <li>• 75% of key products delivered meeting industry benchmarks</li> </ul>

## Budget Change and Result Highlights FY 2009

<b>Recommendation</b>	<b>Result</b>
<b>Payment Services</b>	
Elimination of Payment Services Fund (partial transfer to Finance)	\$ (1,326,500) Program elimination (16 FTEs)
<b>Shared Business Office</b>	
Elimination of Shared Business Office Fund (partial transfer to Executive Leadership)	(2,695,600) Program elimination (28 FTEs)
<b>Customer Call Center</b>	
Elimination of Customer Call Center Fund (two positions transfer to Public Works)	(1,208,100) Program elimination (10 FTEs)
<b>BOSS Projects Program/Fund</b>	
To Establish Budget for new BOSS Projects Fund	440,300 Establish reduced capital projects operation in General 4 FTEs Services

# 10 General Services-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Executive Leadership Program</b>		
Establish budget for Executive Leadership Program	\$ 1,194,400 12 FTEs	Establish General Services Executive Leadership program in the General Fund
<b>Vehicle and Equipment Repair Program</b>		
Additional funding for Auto Repair Parts	500,000	This improvement will help provide needed parts for the Metro fleet
<b>OFM Fuel Program</b>		
Additional Funding for Fuel Increase	587,000	Increase will partially cover the increase in fuel costs for FY09
<b>Radio Shop Program</b>		
Reduction in Communications Equipment and Temporary Service	(70,400)	Will cause a delay in returning emergency equipment back to operation
Funding from Admin Subsidy transferred into baseline budget	12,700	No change in program performance for FY09
Increase to Manage Re-banding	86,000 2 FTEs	This funding will enable the Radio Shop to further reduce the time that units are in the shop for service
<b>Radio Communications Infrastructure Program</b>		
Reduction in Mgt Consulting, Software License, Communication Equipment	(80,800)	This reduction could affect the percentage of time that the radio system operates at an optimum level
<b>Postal Services</b>		
Reduction Mail Carrier	(44,400) (1 FTEs)	The loss of one Mail Clerk Carrier will result in the delay of delivery and pick-up of mail
Additional funding to cover postage increase	90,000	This improvement is required to meet the actual postage costs for metered mail
Additional funding to cover usage increase by the Election Commission	33,000	This improvement is required to meet anticipated increase in postage usage
<b>Employee and Property Security Program</b>		
BOSS Reorganization – Reduction of one Admin Svcs Officer 3, transfer of two property guards, and addition of one Property Protection Manager	(279,400) (2 FTEs)	This reorganization will enhance the ability of Facilities Maintenance to provide security to Metro property and employees
<b>Facilities Maintenance Program</b>		
BOSS Reorganization – Transfer of two property guards and repair and maintenance services funding	279,400 2 FTEs	This reorganization will enhance the ability of Facilities Maintenance to provide security to Metro property and employees
<b>BOSS Capital Projects</b>		
Addition of one Admin Services Officer 4 to assist with the transition of BOSS Projects	87,700 1 FTE	This position will perform project management duties associated with capital projects

# 10 General Services-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result	
<b>Non-allocated Financial Transactions</b>			
Elimination of Safety and Risk Management Premiums	Fleet	\$ (8,500)	Eliminate the charge for the coverage of safety and risk management premiums and activities
	BOSS	(356,300)	
	Radio	(4,000)	
	Postal	(900)	
	E-Bid	(6,800)	
Insurance Billings	Fleet	25,600	No impact on performance. Represents direct charges to department for insurance costs
	BOSS	245,400	
	BOSS Projects	11,200	
	Radio	3,400	
	Postal	800	
	E-Bid	5,700	
Pay Plan/Fringe Amounts	Fleet	20,500	Supports the hiring and retention of a qualified workforce
	BOSS	5,100	
	Radio	1,900	
	Postal	3,500	
Fringe Benefit Savings	Postal	(7,500)	Savings realized through reduced cost for fringe benefits
	Radio	(6,800)	
Finance Charge	Fleet	(537,700)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
	BOSS	(61,200)	
	Radio	(18,800)	
	Postal	(5,800)	
	E-Bid	(12,100)	
Human Resource Charge	Fleet	(43,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
	BOSS	(18,500)	
	Radio	(6,300)	
	Postal	(2,400)	
	E-Bid	(2,900)	
Shared Business Office Charge	Fleet	(287,500)	Eliminate the charge for delivery of administrative support functions
	BOSS	(219,800)	
	Radio	(141,400)	
	Postal	(25,300)	
	E-Bid	(33,600)	
Metro Payment Services Charge	Fleet	(201,000)	Eliminate the charge for delivery of centralized payment services
	BOSS	(48,700)	
	Radio	(12,200)	
	Postal	(3,300)	
	E-Bid	(5,100)	
Customer Call Center Charge	Fleet	(600)	Eliminate the charge telephone access to information for Metro employees, the residents of Nashville, and other callers
	BOSS	(800)	
	Radio	(100)	
	Postal	(400)	
	E-Bid	(1,300)	
Internal Audit Charge	Fleet	(18,700)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
	BOSS	(7,600)	
	Radio	(2,900)	
	Postal	(400)	
	E-Bid	(500)	

# 10 General Services-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
Information Systems Charge	Fleet	\$ (116,100)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
	BOSS	(26,200)	
	BOSS Projects	10,900	
	Radio	(13,600)	
	Postal	700	
	E-Bid	(119,700)	
	GSD	89,000	
Facilities Maintenance & Security Charge	Fleet	300	Delivery of facility maintenance and associated security functions
	BOSS Projects	196,000	
	Radio	(700)	
	Postal	(200)	
	E-Bid	(2,400)	
	GSD	54,000	
Fleet	BOSS	5,400	Delivery of fleet management, fuel services, and maintenance
	Radio	4,800	
	Postal	1,200	
	E-Bid	(3,400)	
	GSD	3,500	
Radio	Fleet	(3,900)	Delivery of Radio infrastructure support and radio installation and maintenance
	BOSS	8,500	
	GSD	12,300	
Postal	Fleet	(200)	Delivery of mail across the Metropolitan Government
	BOSS	(200)	
	BOSS Projects	400	
	Radio	(200)	
	E-Bid	(200)	
	GSD	2,600	
Surplus Property Charge	Fleet	(2,200)	Handling and disposition of surplus property
	BOSS Projects	100	
	Radio	(400)	
	GSD	200	
LOCAP Adjustment	E-Bid	(163,800)	No impact on performance
Reduction in Self-Funded Debt Payment	BOSS	(115,600)	Represents repayment of amounts borrowed for technology projects to benefit Metro departments
TOTAL		\$ (4,361,700) (36 FTEs)	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the General Services Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	94%	0%	6%
Program Budget Dollars:	79%	0%	21%

# 10 General Services-At a Glance



**Security Line of Business** - The purpose of the Security Line of Business is to provide facility and parking access, security systems, and employee identification products to Metro employees in General Services' managed facilities so they can park and work in a secure environment.

## Employee and Property Security Program

The purpose of the Employee and Property Security Program is to provide security products to Metro employees working in General Services' managed facilities so they can conduct business in an environment that meets security standards.

## Results Narrative

**Proposed Change in Funding:** \$(279,400)

**Proposed Change in FTEs:** (2.00)

**Proposed Change in Performance:** The reduction of funds will not change performance for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$2,961,400	\$2,826,312	\$3,377,300	...	\$3,097,900
<b>FTEs:</b> Internal Service Fund	3.0	3.0	3.0	...	1.0
<b>Results</b>					
Percentage of time General Services managed facilities meet security standards	NR	95.3%	93.15%	96.6%	NR

**Fleet Operations Line of Business** - The purpose of the Fleet Operations Line of Business is to provide vehicle/equipment inspection and repair, roadside assistance and fuel products, and vehicle/equipment administrative products to Metro agencies so they can have reliable vehicles/equipment to meet their program goals.

## Vehicle and Equipment Repair Program

The purpose of the Vehicle and Equipment Repair Program is to provide vehicle inspection, maintenance, repair, and roadside assistance products to Metro agencies so they can have available and reliable vehicles and equipment to meet their program goals.

## Results Narrative

**Proposed Change in Funding:** \$500,000

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Without an additional improvement, costs to maintain fleet vehicles and equipment will continue to exceed budget and downtime will remain an issue without additional staff.

**Other:** One alternative to increased funding is to decrease the overall fleet size.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$9,589,500	\$11,778,547	\$10,617,200	...	\$11,117,200
<b>FTEs:</b> Internal Service Fund	86.0	86.0	88.5	...	88.5
<b>Results</b>					
Percentage change in vehicle/equipment out of service time	NR	NR	NR	NR	NR

# 10 General Services-At a Glance



## Fuel Supply Program

The purpose of the Fuel Supply Program is to provide clean, operable, and environmentally compliant fueling sites products to Metro employees so they can acquire fuel as needed.

## Results Narrative

**Proposed Change in Funding:** \$587,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Improvement will help to cover increasing fuel costs.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$7,076,400	\$6,780,525	\$7,231,900	...	\$7,818,900
<b>FTEs:</b> Internal Service Fund	2.0	2.0	2.5	...	2.5
<b>Results</b> Percentage of customers who were able to access fuel as needed	NR	100%	100%	NR	NR

## Fleet Asset Management Program

The purpose of the Fleet Asset Management Program is to provide vehicle/equipment acquisition, utilization, and disposal services which minimize life-cycle costs to ensure Metro agencies have reliable vehicles/equipment to meet their program goals.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** At the current budget level OFM is projected to be over the authorized FY 2008 operating budget. The fleet vehicle and equipment inventory must be reduced in FY09 if there is no additional funding.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,097,700	\$12,628,716	\$564,300	...	\$564,300
<b>FTEs:</b> Internal Service Fund	3.0	3.0	3.0	...	3.0
<b>Results</b> Percentage of vehicles/equipment meeting utilization standards established by OFM	NR	NR	NR	NR	NR

**Radio Communication and Equipment Line of Business** - The purpose of the Radio Communication and Equipment Line of Business is to provide installation, repair and infrastructure products to radio system users so they can have reliable functional equipment.

## Radio System Infrastructure Program

The purpose of the Radio System Infrastructure Program is to provide infrastructure and fixed radio repair and support products to Metro radio system users so they can have reliable radio system communications across the service area.

## Results Narrative

**Proposed Change in Funding:** \$(80,800)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** This reduction could affect the percentage of time that the radio system operates at an optimum level.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,699,100	\$1,839,537	\$1,631,900	...	\$1,551,100
<b>FTEs:</b> Internal Service Fund	10.0	10.0	10.0	...	10.0
<b>Results</b> Percentage of time the radio system is available to end-users	NR	100%	100%	100%	99.99%

# 10 General Services-At a Glance



## Radio and Public Safety Equipment Program

The purpose of the Radio and Public Safety Equipment Program is to provide installation, maintenance, and repair products to federal, state and local government agencies so they can have reliable and functional radio equipment.

## Results Narrative

**Proposed Change in Funding:** \$28,300

**Proposed Change in FTEs:** 2.00

**Proposed Change in Performance:** Additional employees will enable Radio shop to implement the Federally mandated re-banding project but the 5% reduction will lead to a delay in returning emergency equipment back to operation.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,809,900	\$1,705,217	\$1,919,200	...	\$1,947,500
<b>FTEs:</b> Internal Service Fund	6.0	6.0	6.0	...	8.0
<b>Results</b>					
Percentage of repaired radio equipment that is not returned for the same repairs within 30 days	NR	98%	97.5%	98%	99.99%

**Building Operations Support Services Line of Business** - The purpose of the Building Operations Support Services Line of Business is to provide facility maintenance, grounds maintenance, environmental service and ADA compliance products to Metro agencies so they can conduct business in clean, comfortable, and accessible facilities.

## Facilities Maintenance Program

The purpose of the Facilities Maintenance Program is to provide maintenance products to Metro agencies so they can conduct business in an appropriately maintained facility.

## Results Narrative

**Proposed Change in Funding:** \$279,400

**Proposed Change in FTEs:** 2.00

**Proposed Change in Performance:** This reorganization will enhance the ability of Facilities Maintenance to provide security to Metro property and employees.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$14,900,500	\$14,312,515	\$18,027,000	...	\$18,306,400
<b>FTEs:</b> Internal Service Fund	27.0	27.0	44.0	...	46.0
<b>Results</b>					
Percentage of facility maintenance requests completed to the satisfaction of the customer	NR	82.1%	NR	82.5%	83.3%

## ADA Compliance Program

The purpose of the ADA Compliance Program is to provide information, resources, assessments, consultations, and training products to Metro agencies and policymakers so they can be assured that Metro Government is in compliance with ADA.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$702,800	\$654,044	\$727,200	...	\$727,200
<b>FTEs:</b> Internal Service Fund	8.0	8.0	6.0	...	6.0
<b>Results</b>					
Percentage of projects closed within the reporting period that are compliant with the ADA	NR	91.7%	99%	86.5%	NR

# 10 General Services-At a Glance



## BOSS Space Management Program

The purpose of the BOSS Space Management Program is to provide space planning and design services to Metro agencies.

## Results Narrative

**Proposed Change in Funding:** \$87,700  
**Proposed Change in FTEs:** 1.00  
**Proposed Change in Performance:** Funding establishes a program within BOSS to provide space planning and management.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$0	\$0	\$0	...	\$87,700
<b>FTEs:</b> Internal Service Fund	0.0	0.0	0.0	...	1.0
<b>Results</b>	NA	NA	NA	NA	NA

## BOSS Construction Services Program

The purpose of the BOSS Construction Services Program is to provide renovation and construction services to Metro agencies.

## Results Narrative

**Proposed Change in Funding:** \$440,300  
**Proposed Change in FTEs:** 4.00  
**Proposed Change in Performance:** Funding establishes a program within BOSS to provide renovation and construction services.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$0	\$0	\$0	...	\$440,300
<b>FTEs:</b> Internal Service Fund	0.0	0.0	0.0	...	4.0
<b>Results</b>	NA	NA	NA	NA	NA

**Business Support Line of Business** - The purpose of the Business Support Line of Business is to provide administrative products to Metro agencies so they can improve business processes.

## Metro Payment Services Program

The purpose of the Metro Payment Services Program is to provide payment services for Metro agencies and vendors so they can have payments made in an accurate, timely, and cost efficient manner.

## Results Narrative

**Proposed Change in Funding:** \$(1,326,500)  
**Proposed Change in FTEs:** (16.00)  
**Proposed Change in Performance:** Program will be eliminated.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$2,047,200	\$1,855,471	\$1,326,500	...	\$0
<b>FTEs:</b> Internal Service Fund	19.0	19.0	16.0	...	0.00
<b>Results</b>					
Percentage of payment transactions processed timely and accurately	NR	81%	81%	80.5%	NR



# 10 General Services-At a Glance



## Shared Business Office/Financial Services Program

The purpose of the Shared Business Office/Financial Services Program is to provide cost-efficient financial transaction and information products to Metro Shared Business Office agencies, so they can make informed management decisions.

## Results Narrative

**Proposed Change in Funding:** \$(1,286,200)  
**Proposed Change in FTEs:** (12.00)  
**Proposed Change in Performance:** Program will be eliminated.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,268,800	\$1,061,499	\$1,286,200	...	\$0
<b>FTEs:</b> Internal Service Fund	12.0	12.0	12.0	...	0.0
<b>Results</b>					
Percentage of customers who receive timely and useful financial data	NR	89%	98%	NR	NR

## Shared Business Office/Human Resources Management Program

The purpose of the Shared Business Office/Human Resources Management Program is to provide consultations, transactions and information products to Metro Shared Business Office agencies so they can experience timely, accurate, and cost efficient human resource and safety related services.

## Results Narrative

**Proposed Change in Funding:** \$(795,200)  
**Proposed Change in FTEs:** (7.00)  
**Proposed Change in Performance:** Program will be eliminated.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$736,200	\$733,047	\$795,200	...	\$0
<b>FTEs:</b> Internal Service Fund	7.0	7.0	7.0	...	0.0
<b>Results</b>					
Percentage of payroll entered on time	NR	97%	NR	100%	NR

## Shared Business Office/Administrative Services Program

The purpose of the Administrative Services Program is to provide business continuity and operational support products to Metro agencies so they can conduct their business processes without interruption.

## Results Narrative

**Proposed Change in Funding:** \$(614,200)  
**Proposed Change in FTEs:** (9.00)  
**Proposed Change in Performance:** Program will be eliminated.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$572,100	\$514,656	\$614,200	...	\$0
<b>FTEs:</b> Internal Service Fund	9.0	9.0	9.0	...	0.0
<b>Results</b>					
Percentage of business continuity and disaster recovery plans successfully tested	NR	NR	NR	NR	NR

# 10 General Services-At a Glance



## Mail Services Program

The purpose of the Mail Services Program is to provide mail processing, delivery and mail consultation products to Metro agencies so they can send and receive mail in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$78,600  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** The loss of one FTE (Mail Clerk Carrier) will result in the delay of delivery and pick-up of mail. Increase will cover the increase in postage rates and usage by the Election Commission.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$961,100	\$1,067,947	\$968,700	...	\$1,047,300
<b>FTEs:</b> Internal Service Fund	5.0	5.0	5.0	...	4.0
<b>Results</b>					
Percentage of mail delivered in one business day	NR	91%	91%	92.9%	NR

## 311 Customer Service Call Center Program

The purpose of the 311 Customer Service Call Center Program is to provide information, referral, and service request products to the Nashville and Davidson County community; and to Metro agencies and employees so they can have their questions answered, issues resolved, and services requested in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$(1,208,100)  
**Proposed Change in FTEs:** (10.00)  
**Proposed Change in Performance:** Program will be eliminated.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$783,600	\$721,333	\$1,208,100	...	\$0
<b>FTEs:</b> Internal Service Fund	10.0	10.0	10.0	...	0.0
<b>Results</b>					
Percentage of calls answered within 20 seconds	100%	NR	100%	32.5%	NR

## E-Bid Surplus Property Distribution Program

The purpose of the E-Bid Surplus Property Distribution Program is to provide information, resource and online auction products to Metro agencies so they can realize the maximum return on the sale or reuse of their surplus vehicle, equipment, furniture, and real estate assets.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$1,483,900	\$1,153,121	\$1,436,900	...	\$1,436,900
<b>FTEs:</b> Special Purpose Fund	7.0	7.0	7.0	...	7.0
<b>Results</b>					
Percentage change in sales	NR	38%	NR	NR	NR

# 10 General Services-At a Glance



**Executive Leadership Line of Business** – The purpose of the Executive Leadership Line of Business is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$1,194,400

**Proposed Change in FTEs:** 12.00

**Proposed Change in Performance:** Establish General Services Executive Leadership program in the General Fund.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD	\$0	\$0	\$0	...	\$1,194,400
<b>FTEs:</b> GSD	0.0	0.0	0.0	...	12.0
	NA	NA	NA	NA	NA

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$0	...	\$ 186,500
Internal Service Fund	0	0	0	...	(2,119,500)
Total	\$0	\$0	\$0	...	\$(1,933,000)

# 10 General Services-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	1,044,900
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	63,200
Travel, Tuition, and Dues	0	0	0	19,500
Communications	0	0	0	7,000
Repairs and Maintenance Services	0	0	0	26,000
Internal Service Fees	0	0	0	161,600
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>277,300</b>
Other Expense	0	0	0	33,800
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,356,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,356,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 10 General Services-Financial



## Internal Service Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	13,570,600	12,682,373	15,066,800	11,975,800
<b>OTHER SERVICES:</b>				
Utilities	5,226,400	6,335,898	7,517,300	7,516,400
Professional and Purchased Services	3,730,900	5,859,143	6,294,100	6,189,800
Travel, Tuition, and Dues	167,400	68,899	126,200	103,500
Communications	801,100	975,653	857,500	977,500
Repairs and Maintenance Services	6,790,100	3,110,051	3,684,600	3,321,400
Internal Service Fees	4,576,700	4,603,180	5,070,300	2,239,300
<b>TOTAL OTHER SERVICES</b>	<b>21,292,600</b>	<b>20,952,824</b>	<b>23,550,000</b>	<b>20,347,900</b>
Other Expense	11,053,100	11,829,733	11,553,000	12,345,900
Pension, Annuity, Debt, & Other Costs	34,800	12,487,633	34,800	292,100
Special Projects	0	0	0	0
Equipment, Buildings & Land	50,000	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>46,001,100</b>	<b>57,952,563</b>	<b>50,204,600</b>	<b>44,961,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>1,689,100</b>	<b>1,679,925</b>	<b>1,527,200</b>	<b>1,052,400</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>47,690,200</b>	<b>59,632,488</b>	<b>51,731,800</b>	<b>46,014,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	45,949,500	43,836,409	50,931,800	46,014,100
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	1,046	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>45,949,500</b>	<b>43,837,455</b>	<b>50,931,800</b>	<b>46,014,100</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	979,336	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>979,336</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>702,800</b>	<b>15,036,137</b>	<b>800,000</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>46,652,300</b>	<b>59,852,928</b>	<b>51,731,800</b>	<b>46,014,100</b>

Note: Includes Special Purpose Funds

# 10 General Services-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	0	0.00	0	0.00	1	1.00
Admin Svcs Mgr	07242	SR1300	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 4	07245	SR1200	0	0.00	0	0.00	1	1.00
Application Tech 2	10102	SR0800	0	0.00	0	0.00	1	1.00
Application Tech 3	10103	SR0900	0	0.00	0	0.00	1	1.00
General Services Assistant Dir	10469	SR1500	0	0.00	0	0.00	1	1.00
General Svcs Dir	01575	DP0200	0	0.00	0	0.00	1	1.00
Information Systems Advisor 1	07234	SR1300	0	0.00	0	0.00	1	1.00
Safety Coord	06133	SR1200	0	0.00	0	0.00	1	1.00
Technical Specialist 1	07756	SR1100	0	0.00	0	0.00	1	1.00
Technical Specialist 2	07757	SR1200	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>12</b>	<b>12.00</b>
<b>ADA Management 30110</b>								
Compliance Inspector 1	07731	SR0700	1	1.00	0	0.00	0	0.00
Compliance Inspector 3	07733	SR1000	3	3.00	0	0.00	0	0.00
Technical Specialist 1	07756	SR1100	3	3.00	0	0.00	0	0.00
Technical Specialist 2	07757	SR1200	1	1.00	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>8</b>	<b>8.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>Payment Services 51110</b>								
Application Tech 1	10100	SR0700	12	12.00	9	9.00	0	0.00
Application Tech 2	10102	SR0800	4	4.00	5	5.00	0	0.00
Cust Svc Supv	06598	SR1000	2	2.00	0	0.00	0	0.00
Finance Admin	10108	SR1300	1	1.00	0	0.00	0	0.00
Finance Mgr	06232	SR1400	0	0.00	1	1.00	0	0.00
Finance Officer 3	10204	MC1100	0	0.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>19</b>	<b>19.00</b>	<b>16</b>	<b>16.00</b>	<b>0</b>	<b>0.00</b>
<b>Shared Business Office 51111</b>								
Admin Asst	07241	SR0900	5	5.00	5	5.00	0	0.00
Admin Spec	07720	SR1100	1	1.00	1	1.00	0	0.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	1	1.00	0	0.00
Application Tech 1	10100	SR0700	1	1.00	1	1.00	0	0.00
Finance Admin	10108	SR1300	1	1.00	1	1.00	0	0.00
Finance Officer 2	10151	SR1000	1	1.00	1	1.00	0	0.00
Finance Officer 3	10152	SR1200	1	1.00	1	1.00	0	0.00
General Svcs Dir	01575	DP0200	1	1.00	1	1.00	0	0.00
Info Sys Cust Support Rep 2	10115	SR0800	1	1.00	1	1.00	0	0.00
Info Systems Div Mgr	07318	SR1400	1	1.00	1	1.00	0	0.00
Info Systems Mgr	07782	SR1300	1	1.00	1	1.00	0	0.00
Information Systems Advisor 1	07234	SR1300	1	1.00	1	1.00	0	0.00
Office Support Rep 2	10121	SR0500	1	1.00	1	1.00	0	0.00
Office Support Rep 3	10122	SR0600	2	2.00	2	2.00	0	0.00
Office Support Spec 1	10123	SR0700	2	2.00	2	2.00	0	0.00

# 10 General Services-Financial



			FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>		<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Shared Business Office 51111 (Continued)</b>								
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	0	0.00
Photographer	04690	SR0800	1	1.00	1	1.00	0	0.00
Printing Equip Operator 1	01720	TG0700	1	1.00	1	1.00	0	0.00
Printing Equip Operator 2	05919	TL0700	2	2.00	1	1.00	0	0.00
Safety Coord	06133	SR1200	1	1.00	1	1.00	0	0.00
Special Projects Mgr	07762	SR1500	1	1.00	1	1.00	0	0.00
Technical Specialist 1	07756	SR1100	0	0.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>28</b>	<b>28.00</b>	<b>28</b>	<b>28.00</b>	<b>0</b>	<b>0.00</b>
<b>Customer Call Center 51112</b>								
Application Tech 1	10100	SR0700	9	9.00	8	8.00	0	0.00
Cust Svc Supv	06598	SR1000	1	1.00	0	0.00	0	0.00
Professional Spec	07753	SR1100	0	0.00	1	1.00	0	0.00
Program Mgr 2	07377	SR1200	0	0.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>10</b>	<b>10.00</b>	<b>10</b>	<b>10.00</b>	<b>0</b>	<b>0.00</b>
<b>Facilities Maint &amp; Security 51113</b>								
Admin Asst	07241	SR0900	1	1.00	0	0.00	0	0.00
Admin Svcs Mgr	07242	SR1300	0	0.00	5	5.00	4	4.00
Admin Svcs Officer 2	07243	SR0800	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	0	0.00	1	1.00	1	1.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	0	0.00	1	1.00
Bldg & Grnds Electrician	01770	TG1200	1	1.00	1	1.00	0	0.00
Bldg & Grnds Lead Electrician	01780	TL1200	1	1.00	1	1.00	0	0.00
Bldg Maint Lead Mechanic	02230	TL1000	11	11.00	11	11.00	10	10.00
Bldg Maint Leader	07255	TG0600	1	1.00	0	0.00	0	0.00
Bldg Maint Mechanic	02220	TG0800	6	6.00	12	12.00	9	9.00
Bldg Maint Supt	00842	TS1300	1	1.00	1	1.00	1	1.00
Bldg Maint Supv	07256	TS1100	1	1.00	1	1.00	1	1.00
Bldg Maint Worker	07257	TG0400	2	2.00	1	1.00	0	0.00
Carpenter 1	00960	TG1000	1	1.00	1	1.00	0	0.00
Compliance Inspector 3	07733	SR1000	0	0.00	4	4.00	4	4.00
Custodial Svcs Supv	05460	TS0300	1	1.00	0	0.00	0	0.00
Finance Mgr	06232	SR1400	0	0.00	1	1.00	1	1.00
General Services Assistant Dir	10469	SR1500	0	0.00	1	1.00	1	1.00
Information Systems Advisor 1	07234	SR1300	0	0.00	1	1.00	1	1.00
Office Support Spec 2	10124	SR0800	0	0.00	1	1.00	1	1.00
Property Guard 1	03920	SR0300	2	2.00	1	1.00	1	1.00
Property Guard 2	04725	SR0500	0	0.00	1	1.00	1	1.00
Technical Specialist 1	07756	SR1100	0	0.00	3	3.00	13	13.00
Technical Specialist 2	07757	SR1200	0	0.00	5	5.00	3	3.00
<b>Total Positions &amp; FTE</b>			<b>30</b>	<b>30.00</b>	<b>53</b>	<b>53.00</b>	<b>54</b>	<b>54.00</b>

# 10 General Services-Financial



			FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>		<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>BOSS Projects 51114</b>								
Admin Svcs Mgr	07242	SR1300	0	0.00	0	0.00	2	2.00
Admin Svcs Officer 4	07245	SR1200	0	0.00	0	0.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>4</b>	<b>4.00</b>
<b>Postal Service 51151</b>								
Cust Svc Supv	06598	SR1000	1	1.00	1	1.00	1	1.00
Mail Clerk Carrier	05910	SR0500	3	3.00	3	3.00	2	2.00
Office Support Rep 3	10122	SR0600	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>5</b>	<b>5.00</b>	<b>5</b>	<b>5.00</b>	<b>4</b>	<b>4.00</b>
<b>Radio Shop 51153</b>								
Application Tech 2	10102	SR0800	0	0.00	1	1.00	1	1.00
Data Entry Operator 1	02760	SR0400	0	0.00	0	0.00	1	1.00
Equip & Supply Clerk 3	03027	SR0700	1	1.00	0	0.00	0	0.00
General Svcs Div Mgr	07312	SR1400	1	1.00	1	1.00	1	1.00
Info Sys Comm Analyst 2	07769	SR1100	3	3.00	0	0.00	1	1.00
Info Sys Comm Analyst 3	07265	SR1200	0	0.00	1	1.00	1	1.00
Info Systems Mgr	07782	SR1300	0	0.00	2	2.00	2	2.00
Radio Tech 1	06613	TG0800	8	8.00	2	2.00	3	3.00
Radio Tech 2	04040	TG1100	0	0.00	5	5.00	3	3.00
Radio Tech 3	06213	TL1200	3	3.00	4	4.00	5	5.00
<b>Total Positions &amp; FTE</b>			<b>16</b>	<b>16.00</b>	<b>16</b>	<b>16.00</b>	<b>18</b>	<b>18.00</b>
<b>Office of Fleet Management 51154</b>								
Admin Svcs Officer 3	07244	SR1000	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 4	07245	SR1200	2	2.00	2	2.00	2	2.00
Automotive Mechanic	00680	TG1000	2	2.00	3	3.00	3	3.00
Automotive Mechanic Leader	00690	TL1100	5	5.00	4	4.00	4	4.00
Automotive Mechanic-Cert	06081	TG1100	3	3.00	2	2.00	2	2.00
Automotive Shop Supv	00700	TS1100	2	2.00	1	1.00	1	1.00
Automotive Svc Writer	07250	SR0700	2	2.00	5	5.00	5	5.00
Bldg Maint Mechanic	02220	TG0800	0	0.00	0	0.00	1	1.00
Emerg Vehicle Tech 1	03057	TG1200	1	1.00	1	1.00	1	1.00
Equip & Supply Clerk 1	05010	SR0400	4	4.00	0	0.00	1	0.50
Equip & Supply Clerk 2	03440	SR0600	3	2.50	8	7.50	7	6.50
Equip & Supply Clerk 3	03027	SR0700	3	2.50	4	3.50	3	3.00
Equip Mechanic	01880	TG1100	10	10.00	14	14.00	15	15.00
Equip Mechanic Leader	06825	TL1200	0	0.00	0	0.00	1	1.00
Equip Mechanic-Certified	07302	TG1200	6	6.00	4	4.00	4	4.00
Equip Operator 1	06826	TG0500	0	0.00	4	4.00	3	3.00
Equip Servicer	07304	TG0500	10	10.00	5	5.00	5	5.00
Equip Shop Supv	01920	TS1200	2	2.00	4	4.00	4	4.00
Finance Officer 1	10150	SR0800	1	1.00	0	0.00	0	0.00
Garage Manager	10355	SR1300	1	1.00	2	2.00	2	2.00
Garage Supervisor 1	10356	TS1100	3	3.00	1	1.00	1	1.00
Maint & Repair Worker 3	07329	TG0600	1	1.00	1	1.00	1	1.00



# 10 General Services-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Office of Fleet Management 51154</b>								
Manager of Fleet Operations	10358	SR1500	1	1.00	1	1.00	1	1.00
Master Tech	10118	TG1300	22	22.00	22	22.00	20	20.00
Mechanic Helper 1	07330	TG0500	2	2.00	2	2.00	2	2.00
Office Support Rep 3	10122	SR0600	1	1.00	0	0.00	0	0.00
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	1	1.00
Parts Supv	07345	SR0900	1	1.00	2	2.00	2	2.00
Tire Servicer	06609	TG0600	1	1.00	0	0.00	0	0.00
Welder	05830	TG0900	2	2.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>92</b>	<b>91.00</b>	<b>95</b>	<b>94.00</b>	<b>95</b>	<b>94.00</b>
<b>Surplus Property Auction 61190</b>								
Admin Svcs Officer 3	07244	SR1000	2	2.00	2	2.00	1	1.00
Application Tech 2	10102	SR0800	2	2.00	2	2.00	2	2.00
Equip Inventory Asst 2	07301	SR0700	2	2.00	2	2.00	2	2.00
Finance Admin	10108	SR1300	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>7</b>	<b>7.00</b>	<b>7</b>	<b>7.00</b>	<b>7</b>	<b>7.00</b>
<b>Department Totals</b>			<b>215</b>	<b>214.00</b>	<b>230</b>	<b>229.00</b>	<b>194</b>	<b>193.00</b>

# 11 Historical Commission-At a Glance



Budget Summary	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$688,445	\$721,400	\$667,000
<b>Total Expenditures and Transfers</b>	<u>\$688,445</u>	<u>\$721,400</u>	<u>\$667,000</u>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
Other Governments and Agencies	10,000	10,000	10,000
Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Program Revenue</b>	\$ 10,000	\$ 10,000	\$ 10,000
Non-program Revenue	0	0	0
Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Revenues</b>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
<b>Positions</b>	Total Budgeted Positions	9	9
<b>Contacts</b>	Interim Director: Tim Walker Financial Manager: Yvonne Ogren Sunnyside Mansion in Sevier Park 3000 Granny White Pike Nashville, TN 37204  email: tim.walker@nashville.gov email: yvonne.ogren@nashville.gov  Phone: 862-7970    FAX: 862-7974		

## Line of Business and Program

**Historic Zoning**  
Historic Zoning

**Information, Education and Tourism**  
Information, Education and Tourism

**Governmental and Public Partnership**  
Governmental and Public Partnership

**Administrative**  
Non-allocated Financial Transactions

# 11 Historical Commission-At a Glance



<b>Mission</b>	The mission of the Metropolitan Historical Commission is to provide historical and architectural information, preservation technology and advice, the design guidance products to Nashville's neighborhoods, property owners, businesses, citizens, and visitors so they can incorporate the city's rich past into today's economy, culture, and quality of life.
<b>Goals</b>	<p>By the year 20XX owners of historic properties requiring approval by the Metro Historic Zoning Commission will continue to experience effective service delivery as evidenced by:</p> <ul style="list-style-type: none"> <li>• % of customers whose applications for approval by the Metro Historic Zoning Commission are acted upon within 30 days</li> <li>• % of initial contacts by the customer that receive a response within x amount of time</li> <li>• % of sample customers (selected based on geographical diversity and complexity of project) receiving a follow-up contact from staff supervisor who rate the services of the Metro Historic Zoning Commission as satisfactory or better</li> </ul> <p>By the year 20XX property owners of historic properties or within neighborhoods possibly eligible will have clearer answers as to eligibility for zoning overlays and a schedule for pursuing zoning overlays.</p> <ul style="list-style-type: none"> <li>• % of customers who request assessment of eligibility and receive answers about scheduling informational sessions within 30 days</li> </ul> <p>By the year 20XX, designers, students, property owners, and Metro agencies will be able to access Metro Historical Commission/Metro Historical Zoning Commission records and research material on-site and online as evidenced by:</p> <ul style="list-style-type: none"> <li>• % of customers who find the materials they seek in x amount of time</li> </ul> <p>By the year 20xx, customers will have increased access to information about Nashville's history, architecture and preservation tools, as evidenced by:</p> <ul style="list-style-type: none"> <li>• % of scanned materials available on-line</li> <li>• % of customers who report that the information provided was helpful</li> <li>• % of partners (other government agencies and non-profit groups) who report that involvement with the Historical Commission was helpful</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Historic Zoning</b>		
Reduce Full Time Positions to Part Time	\$ (32,800) (0.50 FTE)	Decrease in available staff to respond to requests for permits, inspections, plans review.
Increase in Utilities Charges	2,400	No change in performance is expected for FY09
<b>Government/Public Partnership</b>		
Increase in Telephone Charges	2,700	No change in performance is expected for FY09
Copier	2,000	Improved efficiency & use of time by personnel; increased availability of printed materials to the public.
National Preservation Trust Conference	1,600	Staff will be prepared to organize & implement planning for 2009 Conference, which the Historical Commission will co-sponsor in Nashville the following year.

# 11 Historical Commission-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Nonallocated Financial Transactions</b>		
Pay Plan	\$ 3,200	Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(10,200)	Savings realized through reduced cost for fringe benefits.
Elimination of Safety & Risk Management Premiums	(1,700)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(5,400)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(3,400)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(700)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(900)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(1,000)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(400)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(8,800)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Postal Service Charge	(1,100)	Delivery of mail across the Metropolitan Government
Surplus Property	100	Handling and dispositions of surplus property
TOTAL	\$(54,400) (0.50 FTE)	

# 11 Historical Commission-At a Glance



**Historic Zoning Line of Business** – The purpose of Historic Zoning Line of Business is to provide advisory, evaluative, permit and interpretive products to owners of properties in historic neighborhoods and districts so they can proceed in a timely manner to preserve historic resources without damaging the historic and architectural integrity of the district.

## Historic Zoning Program

The purpose of Historic Zoning Program is to provide advisory, evaluative, permit and interpretive products to owners of properties in historic neighborhoods and districts so they can proceed in a timely manner to preserve historic resources without damaging the historic and architectural integrity of the district.

## Results Narrative

**Proposed Change in Funding:** \$(30,400)

**Proposed Change in FTEs:** (0.50)

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** The proposed budget reflects a decrease of \$32,800 in staffing and an increase of \$2,400 for utilities. The decrease in funding will delay Historic Zoning reviews.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	NA	NA	\$267,700	...	\$237,300
<b>FTEs:</b> GSD General Fund	NA	NA	3.55	...	3.05

### Results

Percentage of applicants that receive a preservation permit or action by the Commission within 20 business days

NA	NA	100%	100%	100%
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**Governmental and Public Partnership Line of Business** – The purpose of the Governmental and Public Partnership Line of Business is to provide advisory, evaluative and informational products to regulatory agencies such as Metro Departments, Metro Officials, agencies of state and federal government, as well as neighborhoods, business people, and property owners so they can use the information and advice provided to preserve and protect historic resources, comply with legal requirements, and determine development opportunities and land use policies in a timely manner.

## Governmental and Public Partnerships Program

The purpose of the Governmental and Public Partnership Program is to provide advisory, evaluative and informational products to regulatory agencies such as Metro Departments, Metro Officials, agencies of state and federal government, as well as neighborhoods, business people, and property owners so they can use the information and advice provided to preserve and protect historic resources, comply with legal requirements, and determine development opportunities and land use policies in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$6,300

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** Staff will be prepared to organize and implement planning for 2009 Conference, which the Historical Commission will co-sponsor in Nashville the following year.

**Other:** The proposed budget reflects an increase for the National Trust Conference and an increase for the lease of a copier. The conference typically brings over 3000 visitors to the host city. Our staff must be equipped as the hosting agency to represent Nashville in a professional manner. The copier will allow improved efficiency & use of time by personnel and improved availability of printed materials to the public.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	NA	NA	\$296,500	...	\$302,800
<b>FTEs:</b> GSD General Fund	NA	NA	3.5	...	3.5

### Results

Percentage of projects reviewed within redevelopment districts that meet federal preservation standards

NA	NA	NA	100%	100%
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# 11 Historical Commission-At a Glance



**Information, Education and Tourism Line of Business** – The purpose of the Information, Education and Tourism Line of Business is to provide education, publication, interpretive and technical assistance products to citizens of and visitors to Nashville so they can gain knowledge of history, historical places and architectural heritage that is useful in their professional, public or personal interests and activities.

## Information, Education and Tourism Program

The purpose of the Information, Education and Tourism Program is to provide education, publication, interpretive and technical assistance products to citizens of and visitors to Nashville so they can gain knowledge of history, historical places and architectural heritage that is useful in their professional, public or personal interests and activities.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	NA	NA	\$154,100	...	\$154,100
<b>FTEs:</b> GSD General Fund	NA	NA	1.95	...	1.95

### Results

Percentage of participants in MHC-sponsored conferences who rate the program as useful in their professional, public or personal interests or activities

	NA	NA	90%	91%	NR
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**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	...	...	\$3,100	...	\$(26,700)

# 11 Historical Commission-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	603,700	576,666	617,800	578,000
OTHER SERVICES:				
Utilities	3,000	0	3,000	5,400
Professional and Purchased Services	2,700	7,616	3,800	3,800
Travel, Tuition, and Dues	8,600	6,644	7,600	9,200
Communications	11,300	17,296	11,100	13,800
Repairs and Maintenance Services	1,800	667	1,700	1,700
Internal Service Fees	41,700	40,128	64,500	42,900
<b>TOTAL OTHER SERVICES</b>	<b>69,100</b>	<b>72,351</b>	<b>91,700</b>	<b>76,800</b>
Other Expense	15,645	22,286	11,900	12,200
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>688,445</b>	<b>671,303</b>	<b>721,400</b>	<b>667,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>688,445</b>	<b>671,303</b>	<b>721,400</b>	<b>667,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	10,000	20,000	10,000	10,000
<b>Subtotal Other Governments &amp; Agencies</b>	<b>10,000</b>	<b>20,000</b>	<b>10,000</b>	<b>10,000</b>
Other Program Revenue	0	1,242	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>10,000</b>	<b>21,242</b>	<b>10,000</b>	<b>10,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>10,000</b>	<b>21,242</b>	<b>10,000</b>	<b>10,000</b>

# 11 Historical Commission-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Historic Preservationist 1	06123	SR1000	6	6.00	6	6.00	6	5.50
Historic Preservationist 2	07778	SR1200	1	1.00	1	1.00	1	1.00
Historical Commission Exec Dir	01945	DP0100	1	1.00	1	1.00	1	1.00
Office Support Specialist 2	10124	SR0800	0	0.00	1	1.00	1	1.00
Office Support Mgr	10119	SR0900	1	1.00	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>9</b>	<b>9.00</b>	<b>9</b>	<b>9.00</b>	<b>9</b>	<b>8.50</b>
<b>Department Totals</b>			<b>9</b>	<b>9.00</b>	<b>9</b>	<b>9.00</b>	<b>9</b>	<b>8.50</b>



# 14 Information Tech Services—At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$ 649,200	\$ 715,000	\$ 684,900	
Internal Service Fund	24,149,500	25,096,400	21,488,600	
<b>Expenditures and Transfers</b>	<b>\$24,798,700</b>	<b>\$25,811,400</b>	<b>\$22,173,500</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$23,829,500	\$24,749,300	\$21,488,800	
Other Governments and Agencies	0	0	0	
Other Program Revenue	0	0	0	
<b>Total Program Revenue</b>	<b>\$23,829,500</b>	<b>\$24,749,300</b>	<b>\$21,488,800</b>	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	320,800	347,900	0	
<b>Total Revenues</b>	<b>\$24,150,300</b>	<b>\$25,097,200</b>	<b>\$21,488,800</b>	
<b>Positions</b>	Total Budgeted Positions	135	131	130
<b>Contacts</b>	Director of Info Tech Servs: Sandy Cole      email: sandy.cole@nashville.gov Financial Manager: Mary Newton              email: mary.newton@nashville.gov 523A Mainstream Drive 37228                  Phone: 862-6300      FAX: 862-6288			

## Line of Business and Program

### Applications

Applications Development and Support  
Internet/Intranet Development

### Platforms

Technology Support Center  
Desktop Computing Support Services  
Enterprise Server Services  
Database Services

### Communications and Security

Directory Services  
Enterprise Services  
Network Communication Services  
Security Assurance  
Voice Communication Solutions

### Strategy and Planning

Executive Leadership  
Strategic and Planning  
Metro 3  
Multimedia

### Administrative

Non-allocated Financial Transactions  
Metro-Wide Technology  
Information Technology



# 14 Information Tech Services—At a Glance



<b>Mission</b>	The mission of the Information Technology Services Department is to provide information, communications, and business solutions products to the departments and agencies of Metro Government so they can achieve their business objectives and meet the needs and the expectations of the citizens we all serve.
<b>Goals</b>	<p>By end of year 2008, customers will receive increased availability of information technology solutions in support of their business operations as evidenced by</p> <ul style="list-style-type: none"> <li>• 80% of Services Level Agreements successfully met</li> <li>• 80% of projects completed on time and on budget</li> <li>• 80% customer satisfaction rating</li> </ul> <p>By the end of year 2008, Metro Government customers and citizens will experience improved data security and reliability with priority given to public safety risks as measured by:</p> <ul style="list-style-type: none"> <li>• Outages due to security compromise will be minimized to less than 2% from the total uptime time of the network</li> </ul> <p>By end of year 2008, Metro will follow an enterprise-wide collaborative approach to technology solutions as evidenced by</p> <ul style="list-style-type: none"> <li>• 95% of IT initiatives from across Metro will follow approved IT governance processes</li> </ul> <p>By year end 2007, Metro ITS will develop and implement a comprehensive IT Business Continuity /Disaster Recovery plan as evidenced by</p> <ul style="list-style-type: none"> <li>• 100% of ITS programs who have documented and successfully tested Business Continuity /Disaster Recovery plans</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Applications Development &amp; Support Program</b>		
Reduction of Information Systems Advisor I	\$ (107,800) (1 FTE)	May cause a decrease in customers reporting that Application products helped support their business processes
<b>Enterprise Server &amp; Storage Systems Program</b>		
Remove State mainframe access accounts no longer needed	(1,000)	No change in Results Matter performance measure for FY09 is expected
Increase for warranty maintenance and to move 70 additional servers to Metro's back-up system	169,800	Funding will ensure current level of support and service
<b>Enterprise Services Program</b>		
Eliminate licensing for Quest Active Directory Recovery Manager	(50,000)	No change in Results Matter performance measure for FY09 is expected
Increase for maintenance and support contract for firewall devices	36,000	Funding will ensure current level of support and service
<b>Executive Leadership Program</b>		
Reduction of one Assistant Director Position	(129,300) (1 FTE)	Reduction will affect the executive leadership's ability to manage the ITS department

# 14 Information Tech Services—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Internet Services Program</b>		
Reduction in Software License	\$ (2,300)	No change in Results Matter performance measure for FY09 is expected
<b>Technical Support Center Program</b>		
Increase in payroll printing supplies and annual licensing agreement for Metro-wide contract	16,100	Funding will ensure current level of support and service
<b>Voice Communication Solutions Program</b>		
Increase maintenance and support contract funding for primary telephone systems	100,000	Funding will ensure current level of support and service
<b>ALOB Information Technology Program</b>		
Reduction in Registration, Mgt Consulting, Telecom, Other Repairs & Office Supplies	(597,700)	Reduction will affect ability to respond to unplanned outages and proactive maintenance on enterprise systems
<b>ALOB Metrowide Technology Cost Program</b>		
Reductions in Software Consultant Fees and Software Licenses and Telecommunications	(345,500)	Reduction will impact our ability to hire specialized resources to resolve complex technical issues potentially increasing outages to critical ITS services
Reduction of Self-Funded Debt	(1,167,800)	Represents payback of borrowed funding
<b>Non-allocated Financial Transactions</b>		
Addition of 2 Financial Positions and one HR position with no funding	0 3 FTEs	Additional Staff will perform Financial and HR support for ITS
Additional funding to pay licensing agreement previously paid by the Revolving Fund	125,000	Funding will allow ITS to continue to deploy and maintain Metro computers
Insurance Billings	34,700	No impact on performance. Represents direct charges to department for insurance costs
Pay Plan/Fringe Benefits	800 GSD 1,100	Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(444,100) GSD (26,700)	Savings realized through reduced cost for fringe benefits
Elimination of Safety and Risk Management Premiums	(4,700) GSD (1,700)	Eliminate the charge for the coverage of safety and risk management premiums and activities
Finance Charge	(97,900) GSD (4,300)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resource Charge	(52,800) GSD (4,600)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(558,800)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(48,000)	Eliminate the charge for delivery of centralized payment services

# 14 Information Tech Services—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Customer Call Center Charge	\$ (3,500)	Eliminate the charge telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(15,900)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	GSD (35,600)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	GSD (466,700) 41,500	Delivery of facility maintenance and associated security functions
Fleet Management Charge	7,900	Delivery of fleet management, fuel services, and maintenance
Postal	(1,000)	Delivery of mail across the Metropolitan Government
Surplus Property Charge	GSD (3,300) 200	Handling and disposition of surplus property
<b>TOTAL</b>	<b>\$(3,637,900)</b> 1 FTE	

### Performance Information Highlights

#### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Information Technology Services Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	86%	7%	7%
Program Budget Dollars:	82%	3%	15%

# 14 Information Tech Services—At a Glance



**Applications Line of Business** - The purpose of the Applications Line of Business is to provide application projects and consultation products to the Departments and Agencies of Metro Government so they can improve their business processes, communicate electronically, and conduct business with their customers on the web.

## Applications Development and Support Program

The purpose of the Applications Development and Support Program is to provide business recommendations, applications, and project reporting products to ITS and Metro departments and agencies so they can use technologies and technology applications to support their business processes.

## Results Narrative

**Proposed Change in Funding:** \$(107,800)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** 25% decrease in customers reporting that Application products helped support their business processes.

**Other:** 50% reduction in customer account management services that provide issue resolution, business needs development, service level performance monitoring and coordination of IT projects to Metro departments

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,428,800	\$1,599,882	\$1,320,100	...	\$1,212,300
<b>FTEs:</b> Internal Service Fund	18.0	18.0	14.0	...	13.0
<b>Results</b> Percentage of customers reporting that application products helped support their business processes	NR	NR	100%	NR	75%

## Internet/Intranet Development Program

The purpose of the Internet/Intranet Development Program is to provide intranet design, publication, web pages, and support products to Metro departments and agencies so they can achieve their predetermined e-Government business objectives in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$(2,300)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** The translation service of this tool was unreliable and inaccurate; therefore this software is no longer used.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$480,400	\$443,987	\$444,900	...	\$442,600
<b>FTEs:</b> Internal Service Fund	7.0	7.0	6.0	...	6.0
<b>Results</b> Percentage of departments where the customer experiences satisfaction with ITS performance and product delivery of Internet/Intranet design consultations and updates	NR	100%	96%	NR	96%

# 14 Information Tech Services—At a Glance



**Platforms Line of Business** – The purpose of the Platforms Line of Business is to provide hardware, software, technical support and data center facility products to Metro departments and agencies so they can continuously and effectively store, access, and process data.

## Technology Support Center Program

The purpose of the Technology Support Center Program is to provide information technology assistance and notification products to Metro departments and agencies so they can receive resolution to their request for technical services from the Technical Support Center staff.

## Results Narrative

**Proposed Change in Funding:** \$16,100

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Funding of this request will assure that first call resolution of user reported incidents will remain at current levels.

**Other:** Without this funding licensing and maintenance coverage will lapse and Metro will not have access to either new versions of the software or technical support for our current version of Magic.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,735,000	\$1,767,200	\$1,680,000	...	\$1,696,100
<b>FTEs:</b> Internal Service Fund	24.0	24.0	21.0	...	21.0
<b>Results</b> Percentage of calls for service resolved by Technical Support Center	NR	32%	35%	31%	35%

## Desktop Computing Support Services Program

The purpose of the Desktop Computing Support Services Program is to provide supported desktop products to Metro departments and agencies so they can continuously access and use data and applications to communicate and conduct business.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** By the continuous implementation of industry best practices, we strive to increase performance with status quo funding.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,621,500	\$1,625,728	\$1,769,300	...	\$1,769,300
<b>FTEs:</b> Internal Service Fund	22.0	22.0	24.0	...	24.0
<b>Results</b> Percentage of agencies surveyed showing satisfaction with the services provided by Desktop Support	NR	92%	78%	NR	90%

## Enterprise Server Services Program

The purpose of the Enterprise Server Services Program is to provide server and data storage systems products to Metro Departments and agencies so they can continuously and reliably store, access, process, and recover data in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$168,800

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** With maintenance and parts support provided by this funding, server uptime will increase by an estimated 20% or more.

**Other:** The original warranty coverage expires this year on a significant amount of mission critical equipment. With this coverage, when server or storage repairs are beyond Metro's ability to resolve, critical business functions will be maintained.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$2,330,900	\$2,862,946	\$1,995,200	...	\$2,164,000
<b>FTEs:</b> Internal Service Fund	16.0	16.0	16.0	...	16.0
<b>Results</b> Percentage of time supported servers are available	NR	99.22%	94.9%	97.3%	99%

# 14 Information Tech Services—At a Glance



## Database Services Program

The purpose of the Database Services Program is to provide database consultation and maintenance products to Metro departments and agencies so they can continuously access their data.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$405,400	\$298,817	\$220,800	...	\$220,800
<b>FTEs:</b> Internal Service Fund	2.0	2.0	3.0	...	3.0
<b>Results</b>					
Percentage of time databases are available	NR	99.97%	99.90%	100%	99.95%

**Communications and Security Line of Business** – The purpose of the Communications and Security Line of Business is to provide connectivity and communication products to Metro departments and agencies so they can communicate in a timely and effective manner.

## Directory Services Program

The purpose of the Directory Services Program is to provide directory infrastructure products and security login access to Metro Government information resources so that Metro Departments and Agencies can access the Metro Government Wide Area Network.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$953,900	\$950,940	\$258,900	...	\$258,900
<b>FTEs:</b> Internal Service Fund	5.0	5.0	3.0	...	3.0
<b>Results</b>					
Percentage of time directory accounts are available	NR	99.99%	99%	100%	100%

## Enterprise Services Program

The purpose of the Enterprise Services Program is to provide electronic messaging, scheduling, and monitoring to Metro departments and agencies so they can reliably and consistently send and receive messages, schedule events, and collaborate electronically.

## Results Narrative

**Proposed Change in Funding:** \$(50,000)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Reductions included will not affect FY09 performance.  
**Other:** Reductions included will not affect FY09 performance.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$660,400	\$539,757	\$643,500	...	\$593,500
<b>FTEs:</b> Internal Service Fund	5.0	5.0	4.0	...	4.0
<b>Results</b>					
Percentage of time the electronic mailbox services are available	NR	99.99%	99%	100%	99.99%

# 14 Information Tech Services—At a Glance



## Network Communication Services Program

The purpose of the Network Communication Services Program is to provide communications products and projects to Metro departments and agencies so they can reliably, securely and continuously transport data, voice, and video.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The proposed budget would result in an increase in performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$318,000	\$233,458	\$1,942,100	...	\$1,942,100
<b>FTEs:</b> Internal Service Fund	10.0	9.0	9.0	...	9.0
<b>Results</b> Percentage of time network communication services are available	NR	99.76%	93%	99.4%	99.99%

## Security Assurance Program

The purpose of the Security Assurance Program is to provide enterprise access control products to Metro departments and agencies so they can have reliable and secure access to protected data and applications.

## Results Narrative

**Proposed Change in Funding:** \$36,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Funding this request will assure that performance will continue to meet or exceed targeted performance of 97% network availability and security assurance key measure of 90% of systems that pass internal security audits.  
**Other:** The firewalls support the public safety networks (Police, Fire, etc.) and are required by the TBI. No contract support means increased delay in resolving firewall issues, extended service outages and introduced risk to Metro's network and data.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$553,500	\$492,706	\$543,700	...	\$579,700
<b>FTEs:</b> Internal Service Fund	3.0	3.0	4.0	...	4.0
<b>Results</b> Percentage of systems that pass internal security audits	NR	96.91%	42%	100%	100%

## Voice Communication Solutions Program

The purpose of the Voice Communication Solutions Program is to provide enhanced voice products to Metro departments and agencies so they can efficiently and effectively communicate.

## Results Narrative

**Proposed Change in Funding:** \$100,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** With this additional funding the percentage of time telephone numbers are in service will increase to 99.99%.  
**Other:** This improvement will assure continued support and rapid response to all telephone voice hardware issues that are in the scope of this program.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,772,500	\$1,868,086	\$996,700	...	\$1,096,700
<b>FTEs:</b> Internal Service Fund	6.0	6.0	6.0	...	6.0
<b>Results</b> Percentage of time telephone numbers are in service	NR	99.89%	96%	100%	99.99%



# 14 Information Tech Services—At a Glance



**Strategy and Planning Line of Business** – The purpose of the Strategy and Planning Line of Business is to provide operations support service products to both ITS and other Metro departments and agencies so they can efficiently perform their job functions.

## Executive Leadership Program

The purpose of the Departmental Executive Leadership Program is to provide business policy, business continuity and disaster recover products to ITS so it can deliver results and retain service availability for customers.

## Results Narrative

**Proposed Change in Funding:** \$(129,300)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** A reduction in funding may impact ITS department's ability to implement IT best practices across all programs.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$989,300	\$856,511	\$485,700	...	\$356,400
<b>FTEs:</b> Internal Service Fund	5.0	5.0	5.0	...	4.0
<b>Results</b>					
Percentage of departmental key results achieved	NR	NR	90%	NR	90%

## Strategic and Planning Program

The purpose of the Strategic and Planning Program is to provide financial, business, and service level management to ITS and Metro departments and agencies so they can maintain business operations and improve service quality.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 3.00  
**Proposed Change in Performance:** Will allow ITS to hire financial and human resource support.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$94,200	\$335,497	\$432,200	...	\$432,200
<b>FTEs:</b> Internal Service Fund	2.0	2.0	5.0	...	8.0
<b>Results</b>					
Percentage of service level agreements and operational level agreements established	NA	NA	NA	NR	75%

## Metro 3 Program

The purpose of the Metro 3 Program is to provide video information products to the citizens of Nashville so they can watch government proceedings and be better informed about local government.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A reorganization of responsibilities in Metro 3 would allow for an increased target to be met with no additional funding.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$427,300	\$435,121	\$436,000	...	\$436,000
<b>FTEs:</b> GSD General Fund	6.1	6.1	6.1	...	6.1
<b>Results</b>					
Percentage of citizens reporting that they are better informed about local government because of Metro 3	NR	NC	58%	NR	80%

# 14 Information Tech Services—At a Glance



## Multimedia Program

The purpose of the Multimedia Program is to provide video products to Metro departments and agencies so they can visually record and present their program content in a video format that meets or exceeds their pre-determined requirements.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A reorganization of responsibilities in Metro 3 would allow for an increased target to be met with no additional funding.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$221,900	\$214,075	\$279,000	...	\$279,000
<b>FTEs:</b> GSD General Fund	2.9	2.9	2.9	...	2.9

## Results

Percentage of Metro departments that report that the video met or exceeded their pre-determined requirements

NR	100%	77%	97%	95%
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**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$0	...	\$(46,800)
Internal Service Fund	0	0	0	...	(1,071,900)
Total	\$0	\$0	\$0	...	\$(1,118,700)
<b>FTEs:</b> GSD General Fund	0.0	0.0	0.0	...	0.0
Internal Service Fund	0.0	0.0	0.0	...	0.0

## Metro-Wide Technology Program

The purpose of the Metro-wide Technology Program is to provide enterprise-wide tech products to Metro departments and agencies so they can conduct business effectively and efficiently.

## Results Narrative

**Proposed Change in Funding:** \$(1,513,300)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$7,734,200	\$6,423,226	\$8,834,300	...	\$7,321,000
<b>FTEs:</b> Internal Service Fund	0.0	0.0	0.0	...	0.0

# 14 Information Tech Services—At a Glance



## Information Technology Program

The purpose of the Information Technology Program is to provide information technology support products to this Metro department so it can efficiently and securely meet its business needs.

## Results Narrative

**Proposed Change in Funding:** \$(597,700)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** This reduction will affect ITS's ability to respond to unplanned outages and proactive maintenance on enterprise systems.

**Other:** None

## Program Budget & Performance Summary

		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	Internal Service Fund	\$3,071,500	\$2,057,519	\$3,529,000	...	\$2,931,300
<b>FTEs:</b>	Internal Service Fund	0.0	0.0	0.0	...	0.0

# 14 Information Tech Services—Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	585,700	556,611	606,600	581,000
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	0	955	0	0
Travel, Tuition, and Dues	400	1,302	100	100
Communications	4,600	5,434	4,900	4,900
Repairs and Maintenance Services	1,000	1,442	1,000	1,000
Internal Service Fees	50,000	49,548	96,400	93,600
<b>TOTAL OTHER SERVICES</b>	<b>56,000</b>	<b>58,681</b>	<b>102,400</b>	<b>99,600</b>
Other Expense	7,500	33,904	6,000	4,300
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>649,200</b>	<b>649,196</b>	<b>715,000</b>	<b>684,900</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>649,200</b>	<b>649,196</b>	<b>715,000</b>	<b>684,900</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	800	330	800	200
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>800</b>	<b>330</b>	<b>800</b>	<b>200</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>800</b>	<b>330</b>	<b>800</b>	<b>200</b>

# 14 Information Tech Services—Financial



## Internal Service Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	9,903,300	8,870,759	10,000,100	9,319,700
OTHER SERVICES:				
Utilities	5,600	413	5,600	1,100
Professional and Purchased Services	2,329,200	1,458,999	2,209,800	1,735,300
Travel, Tuition, and Dues	276,600	136,380	357,000	233,300
Communications	701,100	611,571	669,400	601,900
Repairs and Maintenance Services	565,400	818,947	578,100	709,200
Internal Service Fees	1,730,300	1,559,580	1,844,500	604,500
<b>TOTAL OTHER SERVICES</b>	<b>5,608,200</b>	<b>4,585,890</b>	<b>5,664,400</b>	<b>3,885,300</b>
Other Expense	1,984,600	1,428,817	1,876,800	1,736,600
Pension, Annuity, Debt, & Other Costs	0	336,331	0	159,700
Special Projects	60,200	0	0	0
Equipment, Buildings & Land	0	541,037	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>17,556,300</b>	<b>15,762,834</b>	<b>17,541,300</b>	<b>15,101,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>6,593,200</b>	<b>6,593,425</b>	<b>7,555,100</b>	<b>6,387,300</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>24,149,500</b>	<b>22,356,259</b>	<b>25,096,400</b>	<b>21,488,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	23,828,700	23,127,867	24,748,500	21,488,600
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
Subtotal Other Governments & Agencies	0	0	0	0
Other Program Revenue	0	10,460	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>23,828,700</b>	<b>23,138,327</b>	<b>24,748,500</b>	<b>21,488,600</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	-64	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>-64</b>	<b>0</b>	<b>0</b>
Transfers From Other Funds and Units	320,800	2,261,300	347,900	0
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>24,149,500</b>	<b>25,399,563</b>	<b>25,096,400</b>	<b>21,488,600</b>

# 14 Information Tech Services—Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Svcs Mgr	07242	SR1300	1	1.00	0	0.00	0	0.00
Admin Svcs Officer 4	07245	SR1200	2	1.00	2	1.00	1	1.00
Info Systems Mgr	07782	SR1300	0	0.00	1	1.00	1	1.00
Program Coord	06034	SR0900	1	1.00	0	0.00	0	0.00
Program Mgr 1	07376	SR1100	0	0.00	0	0.00	1	1.00
Program Spec 2	07379	SR0800	0	0.00	3	3.00	3	3.00
Program Spec 3	07380	SR1000	4	4.00	3	3.00	2	2.00
Video Production Spec	06798	SR0700	2	2.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>10</b>	<b>9.00</b>	<b>10</b>	<b>9.00</b>	<b>9</b>	<b>9.00</b>
<b>Information Technology Service 51137</b>								
Admin Asst	07241	SR0900	1	1.00	0	0.00	0	0.00
Admin Spec	07720	SR1100	0	0.00	1	1.00	1	1.00
Admin Svcs Mgr	07242	SR1300	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 1	02660	SR0600	2	1.00	0	0.00	0	0.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	0	0.00	0	0.00
Application Tech 1	10100	SR0700	1	1.00	0	0.00	0	0.00
Chief Info Officer	07113	DP0300	1	1.00	1	1.00	1	1.00
Communications Mgr	06898	SR1300	1	1.00	0	0.00	0	0.00
Computer Operations Scheduler	01301	SR0600	1	1.00	0	0.00	0	0.00
Computer Operations Shift Supv	01302	SR1100	3	3.00	2	2.00	2	2.00
Computer Operator 1	01430	SR0500	1	1.00	0	0.00	0	0.00
Computer Operator 2	04540	SR0600	4	4.00	1	1.00	2	2.00
Computer Operator 3	07268	SR0700	2	2.00	4	3.00	1	1.00
Database Admin	06818	SR1400	2	2.00	0	0.00	0	0.00
Database Analyst	07285	SR1300	1	1.00	0	0.00	0	0.00
Finance Admin	10108	SR1300	0	0.00	0	0.00	1	1.00
Human Resources Admin	07346	SR1300	0	0.00	0	0.00	1	1.00
Info Sys Comm Analyst 1	06918	SR1000	0	0.00	2	2.00	1	1.00
Info Sys Comm Analyst 2	07769	SR1100	0	0.00	0	0.00	1	1.00
Info Sys Comm Analyst 3	07265	SR1200	5	5.00	5	5.00	5	5.00
Info Sys Cust Support Rep 2	10115	SR0800	2	2.00	0	0.00	0	0.00
Info Systems App Analyst 1	07779	SR1000	19	19.00	2	2.00	1	1.00
Info Systems App Analyst 2	07780	SR1100	9	9.00	3	3.00	5	5.00
Info Systems App Analyst 3	07783	SR1200	19	19.00	3	3.00	5	5.00
Info Systems App Tech 1	07784	SR0800	9	9.00	0	0.00	0	0.00
Info Systems App Tech 2	07785	SR0900	6	6.00	3	3.00	2	2.00
Info Systems Asst Dir	07744	SR1500	1	1.00	3	3.00	3	3.00
Info Systems Div Mgr	07318	SR1400	4	4.00	6	6.00	7	7.00
Info Systems Mgr	07782	SR1300	22	22.00	8	8.00	8	8.00
Information Sys Oper Anal 2	10476	SR1100	0	0.00	13	13.00	14	14.00
Information Sys oper Anal 3	10477	SR1200	0	0.00	17	17.00	13	13.00
Information Sys Oper Analyst 1	10475	SR1000	-2	-2.00	5	5.00	6	6.00
Information Sys Oper Tech 1	10478	SR0800	0	0.00	10	10.00	9	9.00
Information Sys Oper Tech 2	10479		0	0.00	5	5.00	4	4.00

# 14 Information Tech Services—Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Information Technology Service 51137 Continued</b>								
Information Systems Advisor 1	07234	SR1300	7	7.00	24	24.00	22	22.00
Information Systems Advisor 2	07407	SR1400	1	1.00	3	3.00	5	5.00
Office Support Spec 2	10124	SR0800	1	1.00	0	0.00	0	0.00
Technical Specialist 1	07756	SR1100	1	1.00	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>125</b>	<b>124.00</b>	<b>121</b>	<b>120.00</b>	<b>121</b>	<b>121.00</b>
<b>Department Totals</b>			<b>135</b>	<b>133.00</b>	<b>131</b>	<b>129.00</b>	<b>130</b>	<b>130.00</b>

# 15 Finance-At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$ 1,555,400	\$ 1,459,300	\$9,973,200	
Internal Service Fund	12,952,000	12,615,700	1,209,000	
<b>Total Expenditures and Transfers</b>	<b>\$14,507,400</b>	<b>\$14,075,000</b>	<b>\$11,182,200</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$12,952,000	\$12,615,700	\$1,209,000	
Other Governments and Agencies	0	0	0	
Other Program Revenue	0	0	0	
<b>Total Program Revenue</b>	<b>\$12,952,000</b>	<b>\$12,615,700</b>	<b>\$1,209,000</b>	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	0	0	115,000	
<b>Total Revenues</b>	<b>\$12,952,000</b>	<b>\$12,615,700</b>	<b>\$1,324,000</b>	
<b>Positions</b>	Total Budgeted Positions	137	132	123
<b>Contacts</b>	Director: Richard Riebeling      email: richard.riebeling@nashville.gov Deputy Finance Director: Talia Lomax-O'dneal      email: talia.lomaxodneal@nashville.gov 106 Metro Courthouse      37201      Phone: 862-6151      FAX: 862-6156			

## Line of Business and Program

### Strategic Resource Allocation and Management

- Results Matter Design, Deployment and Integration
- Cost Planning and Management
- Budget Planning and Management
- Investor Relations
- Investment Committee Support
- Real Property Project Administration\*
- Grants Assessment and Resource
- Getting Priorities Straight

### Business Integrity and Accountability

- Compliance Monitoring and Accountability
- Performance Measure Certification\*

### Business Support and Solutions

- Business Systems Administration
- Enterprise Business Systems (EBS)
- Cash Operations
- Accounts Payable
- Financial Accounting and Reporting
- Payroll Operations
- Real Estate Management\*
- Contract Compliance
- Business Development and Outreach
- Purchasing and Contract Development
- e-Procurement
- Public Property Program
- Payment Processing

### Executive Leadership

- Executive Leadership

### Administrative

- Non-allocated Financial Transactions

\* Program will be eliminated for FY09



# 15 Finance-At a Glance



<b>Mission</b>	The mission of the Department of Finance is to provide financial management, information, and business products to policy makers, departments, agencies, investors, and the Nashville Community so they can have confidence in Metro Government, make informed decisions, and achieve their results.
<b>Goals</b>	<p>Finance will provide integrated, aligned business products and support that help focus Metro's resources on customers as represented by the achievement of 90% of Metro's departmental key results by December 2007.</p> <p>By December 2007, Metro Government policymakers will have cost data to better inform their decisions and drive operational efficiencies as evidenced by:</p> <ul style="list-style-type: none"> <li>• 100% of Metro Government departments/agencies will have a cost allocation plan approved by and on file with the Office of Management and Budget.</li> <li>• 100% of central service government functions will have an internal service fund rate structure and update it annually.</li> <li>• 100% of targeted Metro departments/agencies that provide products outside of the government on a fee for service basis have identified the full cost for providing those products.</li> </ul> <p>Policymakers and citizens will have clear, reliable information on how tax dollars were spent and understand the value they are getting in terms of results as measured by all Mayoral departments/agencies implementing Results Matter by September 2007.</p> <p>By June 2008, Metro Nashville Government will achieve a cumulative savings of 100 million dollars based on FY05 budgeted expenses through increased efficiencies in operations and increased non-tax revenue.</p>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Executive Leadership Program</b>		
Reduction of Finance Manager Position	\$ (74,000) (1 FTE)	No change in performance is expected for FY 09. Duties will be absorbed by others.
Transfer of DES liaison position formerly housed in RPS Fund	0 1 FTE	No change in performance is expected for FY09.
<b>Performance Measure Certification Program</b>		
Elimination of Performance Measure Certification - one Finance Officer II and one Finance Officer III	(138,300) (2 FTEs)	No change in performance is expected for FY 09. Duties will be absorbed by others.
<b>Real Property Services</b>		
Elimination of RPS fund	(2,466,300) (18 FTEs)	Program elimination
<b>Public Property Program</b>		
Establish Public Property Services Office	208,500 2 FTE	Perform charter required duties of public property officer.
<b>Budget Planning and Management Program</b>		
Reduction of Office Supplies and Salary Savings	(10,000)	No change in performance is expected for FY 09.
<b>Cost Planning and Management Program</b>		
Reduction of Office Supplies and Salary Savings	(1,200)	No change in performance is expected for FY 09.
<b>Results Matter Design &amp; Deployment Program</b>		
Annual Licensing for Active Strategy	31,000	No change in performance is expected for FY 09.
Reduction in Salary Savings	(6,000)	No change in performance is expected for FY 09.

# 15 Finance-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
<b>E-Procurement Program</b>			
Reduction of all excess salary and fringe benefits plus miscellaneous operating expenses	\$	(85,000)	No change in performance is expected for FY 09. Duties will be absorbed by others.
<b>Purchasing Contract Development Program</b>			
Reduction of Office Supplies		(7,100)	No change in performance is expected for FY 09.
<b>Grants Assessments Program</b>			
Reduction of Office Supplies and Salary Savings		(4,200)	No change in performance is expected for FY 09.
<b>Accounts Payable Program</b>			
Reduction of one Admin Svcs Officer 1		(14,600) (1 FTE)	No change in performance is expected for FY 09. Duties will be absorbed by others.
<b>Enterprise Business Solutions</b>			
Reduction of Info Systems Applications Analyst and Other Salary Savings		(103,400) (1 FTE)	No change in performance is expected for FY 09. Duties will be absorbed by others.
<b>Payment Processing Program</b>			
Transfer of positions from Payment Services		848,900 11 FTE	Established reduced payment services operation in Finance Department.
<b>Monitoring and Reporting Program</b>			
Reduction of Salary Savings		(1,500)	No change in performance is expected for FY 09.
<b>Elimination of Safety and Risk Management Premiums</b>			
	GSD	(49,800)	Eliminate the charge for the coverage of safety and risk management premiums and activities
	Treasury	(11,300)	
<b>Non-allocated Financial Transactions</b>			
Insurance Billings	Treasury	3,100	No impact on performance. Represents direct charges to department for insurance costs
Pay Plan	GSD	18,000	Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	GSD Treasury	(209,000) (63,000)	Savings realized through reduced cost for fringe benefits
Finance Charge	GSD Treasury	(24,300) (25,000)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resource Charge	GSD Treasury	(46,400) (4,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	GSD Treasury	(297,500) (33,700)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	GSD Treasury	(15,200) (2,100)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	GSD Treasury	(20,800) (600)	Eliminate the charge telephone access to information for Metro employees, the residents of Nashville, and other callers

# 15 Finance-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result	
Internal Audit Charge	GSD Treasury	\$ (6,500) (700)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	GSD Treasury	(286,300) 22,300	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	GSD Treasury	79,700 (300)	Delivery of facility maintenance and associated security functions
Fleet		3,500	Delivery of fleet management, fuel services and maintenance functions
Postal	GSD Treasury	(200) 1,900	Delivery of mail across the Metropolitan Government
Surplus Property Charge	GSD Treasury	(900) (200)	Handling and disposition of surplus property
TOTAL		\$(2,892,800) (9 FTEs)	

### Performance Information Highlights

#### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Finance Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	86%	14%	0%
Program Budget Dollars:	91%	9%	0%

# 15 Finance-At a Glance



**Strategic Resource Allocation and Management Line of Business** – The purpose of the Strategic Resource Allocation and Management Line of Business is to provide knowledge, planning, advisory and consultation products to Metro departments and agencies, policymakers and the Nashville community and investors so they can make better informed decisions and have confidence that Metro is using public resources in the most effective and efficient way possible.

## Results Matter Design, Deployment and Integration Program

The purpose of the Results Matter Design, Deployment and Integration Program is to provide strategic planning and performance accountability products to Metro Government policy makers, departments and agencies so they can use performance information to make policy, resource, and operations improvement decisions and tell taxpayers what they are getting for their money in terms of results.

## Results Narrative

**Proposed Change in Funding:** \$25,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$280,500	\$264,945	\$283,200	...	\$308,200
<b>FTEs:</b> GSD General Fund	3.0	3.0	3.0	...	3.0

### Results

Percentage of customers who respond that they are using Managing for Results data to make decisions

65%	56.9%	65%	NR	65%
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## Cost Planning and Management Program

The purpose of the Cost Planning and Management Program is to provide planning, implementation and support products to Metro departments and agencies so they can manage key product costs within predetermined performance targets and use the cost information to make resource and operational improvement decisions.

## Results Narrative

**Proposed Change in Funding:** \$(1,200)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** An 18% increase in performance is expected in FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$211,300	\$198,209	\$214,100	...	\$212,900
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	2.0

### Results

Percentage of agencies using cost information for resource and operational improvement decisions

50%	90.9%	72%	NR	90%
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## Budget Planning and Management Program

The purpose of the Budget Planning and Management Program is to provide budgetary assistance, information, and documentation products to the Mayor, Council, and Metro departments and agencies so they can make timely, well informed budgetary decisions and so they can manage their budget results.

## Results Narrative

**Proposed Change in Funding:** \$(10,000)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,407,900	\$1,337,363	\$1,508,400	...	\$1,498,400
<b>FTEs:</b> GSD General Fund	14.0	14.0	14.0	...	14.0

### Results

Percentage of customers (Mayor, Council Members and Departments/Agencies) who report they have the information they need to make timely, well informed budgetary decisions

85%	85.7%	80%	NR	85%
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### Investor Relations Program

The purpose of the Investor Relations Program is to provide debt management products to investors and the Metro Government so Metro can issue debt at the lowest cost.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$265,800	\$246,107	\$336,500	...	\$336,500
<b>FTEs:</b> Internal Service Fund	2.0	2.0	1.67	...	1.67

### Results

Percentage of time Metro completes debt activities (compliance reports, continuous disclosure statements, debt payments) accurately and timely

NA	100%	90%	NR	90%
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### Investment Committee Support Program

The purpose of the Investment Committee Support Program is to provide administrative and operational support products to the Investment Committees so they can make informed decisions regarding the money manager's performance against benchmarks.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$321,500	\$274,981	\$222,600	...	\$222,600
<b>FTEs:</b> Internal Service Fund	2.0	2.0	1.67	...	1.67

### Results

Percentage of time the money managers meet composite benchmarks (five year rate of return)

100%	100%	90%	NR	90%
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### Real Property Project Administration Program

The purpose of the Real Property Project Administration Program is to provide Metro departments and agencies with the necessary facilities space-needs planning and management products that will enable them to effectively deliver their services while operating in a safe, healthy, and accessible work environment.

### Results Narrative

**Proposed Change in Funding:** \$(1,931,400)  
**Proposed Change in FTEs:** (15)  
**Proposed Change in Performance:** Program will be eliminated.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$1,596,400	\$1,352,791	\$1,931,400	...	\$0
<b>FTEs:</b> Internal Service Fund	15.0	15.0	15.0	...	0.0

### Results

Percentage of projects completed on time and within budget

66%	75.6%	66%	78.6%	NR
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## Grants Assessment and Resource Program

The purpose of the Grants Assessment and Resource Program is to provide grant funding development, assessment, and technical assessment products to Metro departments and agencies so they can win, collect, and retain grant funds.

## Results Narrative

**Proposed Change in Funding:** \$(4,200)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$239,400	\$239,697	\$256,800	...	\$252,600
<b>FTEs:</b> GSD General Fund	3.0	3.0	3.0	...	3.0
<b>Results</b> Percentage of awarded grant revenue expended that is actually collected	NR	75.8%	84%	NR	84%

## Getting Priorities Straight Program

The purpose of the Getting Priorities Straight Program is to provide technology investment products to IT investment decision makers so they can make informed IT investment decisions.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A 5% increase in performance is expected in FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$19,200	\$13,535	\$18,900	...	\$18,900
<b>FTEs:</b> GSD General Fund	0.0	0.0	0.0	...	0.0
<b>Results</b> Percentage of IT investment decisions based upon adequate information	NR	79%	70%	NR	75%

**Business Integrity and Accountability Line of Business** – The purpose of the Business Integrity and Accountability Line of Business is to provide performance audit, financial control and compliance, monitoring and special project reports products to Policymakers and Metro departments and agencies so they can make timely, informed decisions to improve operations, controls and processes and be assured that Metro programs are compliant with applicable regulations.

## Compliance Monitoring and Accountability Program

The purpose of the Compliance Monitoring and Accountability Program is to provide financial and programmatic monitoring reports, special reviews reports, consultations, and training products to Metro departments, agencies and policymakers so they can be assured of the integrity of Metro Government's programs and compliance with applicable federal, state and local regulations.

## Results Narrative

**Proposed Change in Funding:** \$13,200  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Small amount of remaining PMC budget to transfer with the addition of PMC duties.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$361,500	\$361,058	\$381,600	...	\$394,800
<b>FTEs:</b> GSD General Fund	4.0	4.0	4.0	...	4.0
<b>Results</b> Percentage of Metro programs in compliance with applicable federal, state and local regulations	50%	43%	50%	NR	50%

# 15 Finance-At a Glance



## Performance Measure Certification Program

The purpose of the Performance Measure Certification Program is to provide certification and consultation products to policymakers and departments so they can make better informed resource allocation and operational decisions.

## Results Narrative

**Proposed Change in Funding:** \$(153,000)  
**Proposed Change in FTEs:** (2.0)  
**Proposed Change in Performance:** Program will be eliminated with duties being absorbed by others.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$140,200	\$136,277	\$153,000	...	\$0
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	0

### Results

Percentage of policymakers who indicate that certification information was informative and useful in making resource allocation decisions	80%	100%	80%	NR	NR
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**Business Support and Solutions Line of Business** – The purpose of the Business Support and Solutions Line of Business is to provide financial, business development, capital asset management and technology products to Metro departments and agencies so they can improve their business processes and functions and assist the Nashville Business Community in conducting business with Metro.

## Business Systems Administration Program

The purpose of the Business Systems Administration Program is to provide business technology support products to Metro departments and agencies so they can use business systems to conduct business.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$585,300	\$456,063	\$592,300	...	\$592,300
<b>FTEs:</b> GSD General Fund	11.0	11.0	11.0	...	11.0

### Results

Percentage of service requests resolved accurately within agreed upon time	NA	NA	95%	NR	95%
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## Enterprise Business Systems (EBS) Program

The purpose of the Enterprise Business Systems (EBS) Program is to provide business technology products to Metro departments and agencies so they can improve their business processes.

## Results Narrative

**Proposed Change in Funding:** \$(103,400)  
**Proposed Change in FTEs:** (1.0)  
**Proposed Change in Performance:** No change in performance is expected for FY09. Duties will be absorbed by others.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$830,000	\$872,025	\$824,300	...	\$720,900
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	1.0

### Results

Percentage of surveyed departments that agree that the implementation of business systems improved their business processes	NR	85%	55%	NR	55%
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# 15 Finance-At a Glance



## Cash Operations Program

The purpose of the Cash Operations Program is to provide receipt, disbursement and information products to the Metro Government so it can maximize earnings and satisfy financial commitments.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$812,200	\$761,596	\$763,800	...	\$763,800
<b>FTEs:</b> Internal Service Fund	5.0	5.0	4.66	...	4.66

### Results

Percentage of time Metro's core operational bank account balances meet Policy Guidelines	98%	96.5%	90%	NR	90%
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## Accounts Payable Program

The purpose of the Accounts Payable Program is to provide vendor payment products to Metro departments and agencies so they can have the goods and services they need to achieve their results.

## Results Narrative

**Proposed Change in Funding:** \$(14,600)  
**Proposed Change in FTEs:** (1.0)  
**Proposed Change in Performance:** No change in performance is expected for FY09. Duties will be absorbed by others.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$425,200	\$414,918	\$398,400	...	\$383,800
<b>FTEs:</b> GSD General Fund	6.0	6.0	6.0	...	5.0

### Results

Percentage change in payments voided due to review error	NR	NR	NR	NR	NR
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## Financial Accounting and Reporting Program

The purpose of the Financial Accounting and Reporting Program is to provide financial policy, support, general accounting, audited financial statements and other financial reporting products to policymakers and Metro departments and agencies and investors so they can make timely, well-informed decisions and have confidence in the integrity of the financial condition of the Metropolitan Government.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Status quo funding is expected to improve the percentage of accounting entries posted on time from 44% to 60%.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,518,600	\$1,573,398	\$1,511,600	...	\$1,511,600
<b>FTEs:</b> GSD General Fund	19.0	19.0	18.0	...	18.0

### Results

Percentage of accounting entries posted on time	NR	71.2%	44%	NR	60%
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## Payroll Operations Program

The purpose of the Payroll Operations Program is to provide payroll disbursement products to employees and pensioners so they can be assured of accurate and timely compensation.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Status quo funding is expected to maintain the current level of output and increase the percentage of payroll disbursements delivered accurately and on time.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,044,200	\$973,100	\$1,010,000	...	\$1,010,000
<b>FTEs:</b> GSD General Fund	11.0	11.0	10.0	...	10.0
<b>Results</b>					
Percentage of payrolls delivered accurately and on time	100%	99.66%	NR	NR	99.75%

## Real Estate Management Program

The purpose of the Real Estate Management Program is to provide real estate acquisition and disposal products to Metro departments and agencies so they can acquire / dispose of real estate that meets their pre-determined real estate requirements.

## Results Narrative

**Proposed Change in Funding:** \$(534,900)

**Proposed Change in FTEs:** (3.0)

**Proposed Change in Performance:** Program will be eliminated.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Internal Service Fund	\$449,200	\$326,269	\$534,900	...	\$0
<b>FTEs:</b> Internal Service Fund	3.0	3.0	3.0	...	0.0
<b>Results</b>					
Percentage of completed real estate transactions that meet predetermined real estate requirements	98%	99.5%	95%	NR	0%

## Contract Compliance Program

The purpose of the Contract Compliance Program is to provide contract monitoring products to Metro Departments and business owners so they can comply with contract requirements.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$302,300	...	\$302,300
<b>FTEs:</b> GSD General Fund	0.0	0.0	4.10	...	4.10
<b>Results</b>					
Percentage of contracts monitored for compliance with contract requirements	NA	NA	NA	NR	NR

# 15 Finance-At a Glance



## Business Development and Outreach Program

The purpose of the Business Development and Outreach Program is to provide business development and outreach products to Small and Disadvantaged Businesses in the Nashville MSA so they can participate in Metro Procurement.

## Results Narrative

**Proposed Change in Funding:** \$ 0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$216,100	...	\$216,100
<b>FTEs:</b> GSD General Fund	0.0	0.0	2.90	...	2.90

### Results

Percentage of small business consultations who have become ready to compete that participate in Metro procurements

	NA	NA	NA	NA	NR
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## Purchasing and Contract Development Program

The purpose of the Purchasing and Contract Development Program is to provide procurement process management products to Metro departments and agencies so that they can purchase products, services and construction in a cost-effective manner.

## Results Narrative

**Proposed Change in Funding:** \$(7,100)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$1,199,500	...	\$1,192,400
<b>FTEs:</b> GSD General Fund	0.0	0.0	6.0	...	6.0

### Results

Total savings achieved as a percent of Purchasing's Operations Budget

	NA	NA	NA	NA	NR
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## e-Procurement Program

The purpose of the e-Procurement Program is to provide a web-based procurement process, electronic supplier catalogs, and analysis reporting products to Metro Departments and Agencies so they can purchase under contracts.

## Results Narrative

**Proposed Change in Funding:** \$(85,000)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09. Duties will be absorbed by others.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$474,400	...	\$389,400
<b>FTEs:</b> GSD General Fund	0.0	0.0	11.0	...	10.0

### Results

Percentage of contract utilization

	NA	NA	NA	NR	NR
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## Public Property Program

The purpose of the Public Property Program is to perform charter required duties of the public property officer.

## Results Narrative

**Proposed Change in Funding:** \$208,500  
**Proposed Change in FTEs:** 2.0  
**Proposed Change in Performance:** Perform charter required duties of public property officer.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$0	...	\$208,500
<b>FTEs:</b> GSD General Fund	0.0	0.0	0.0	...	2.0
<b>Results:</b> Baseline data is being collected and performance targets cannot be established at this time.	NA	NA	NA	NA	NA

## Payment Processing Program

The purpose of the Payment Processing program is to provide payment services for Metro agencies and vendors so they can have payments made in an accurate, timely, and cost efficient manner.

## Results Narrative

**Proposed Change in Funding:** \$848,900  
**Proposed Change in FTEs:** 11.0  
**Proposed Change in Performance:** Establish reduced payment services operation.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$0	...	\$848,900
<b>FTEs:</b> GSD General Fund	0.0	0.0	0.0	...	11.0
<b>Results:</b> Baseline data is being collected and performance targets cannot be established at this time.	NA	NA	NA	NA	NA

**Executive Leadership Line of Business** – The purpose of the Executive Leadership Line of Business is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$(74,000)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Change includes the reduction of 1 Finance Manager and the addition of 1 FTE for the DES Liaison.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,000,300	\$946,873	\$940,900	...	\$866,900
<b>FTEs:</b> GSD General Fund	6.0	6.0	5.0	...	5.0
<b>Results:</b> Percentage of departmental key results achieved	NR	NR	95%	NR	95%

# 15 Finance-At a Glance



**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$0	\$0	\$0	...	\$(837,500)
	Internal Service Fund	0	0	0	...	(141,800)
	Total	\$0	\$0	\$0	...	\$(979,300)

\* FY07 Program Budget and Actuals do not include the three programs that transferred to Internal Audit in FY08. Also excluded from FY07 were the Minority and Small Business Assistance Program and the Purchasing Program. In FY08, these were restructured into four new programs. Excluded programs account for \$2,998,700 in budgeted funds and \$2,592,846 in Actuals for FY07.

# 15 Finance-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,184,200	1,087,714	1,179,500	8,404,500
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	75,200	87,685	400	15,200
Travel, Tuition, and Dues	8,700	8,320	9,000	149,700
Communications	10,600	7,239	9,200	123,100
Repairs and Maintenance Services	0	123	0	98,900
Internal Service Fees	237,600	235,490	217,700	1,065,800
<b>TOTAL OTHER SERVICES</b>	<b>332,100</b>	<b>338,856</b>	<b>236,300</b>	<b>1,452,700</b>
Other Expense	39,100	43,041	43,500	115,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,555,400</b>	<b>1,469,611</b>	<b>1,459,300</b>	<b>9,972,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>75</b>	<b>0</b>	<b>500</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,555,400</b>	<b>1,469,686</b>	<b>1,459,300</b>	<b>9,973,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>115,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>115,000</b>

# 15 Finance-Financial



## Internal Service Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	9,936,600	9,018,082	9,500,200	666,800
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	21,800	40,118	15,500	300
Travel, Tuition, and Dues	169,000	81,867	162,200	19,500
Communications	171,700	140,667	151,200	14,900
Repairs and Maintenance Services	26,100	3,618	20,400	500
Internal Service Fees	2,033,500	1,992,075	2,185,900	158,800
<b>TOTAL OTHER SERVICES</b>	<b>2,422,100</b>	<b>2,258,345</b>	<b>2,535,200</b>	<b>194,000</b>
Other Expense	253,400	209,677	250,100	14,900
Pension, Annuity, Debt, & Other Costs	0	46,010	0	3,100
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>12,612,100</b>	<b>11,532,114</b>	<b>12,285,500</b>	<b>878,800</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>339,900</b>	<b>340,250</b>	<b>330,200</b>	<b>330,200</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>12,952,000</b>	<b>11,872,364</b>	<b>12,615,700</b>	<b>1,209,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	12,952,000	12,734,601	12,615,700	1,209,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>12,952,000</b>	<b>12,734,601</b>	<b>12,615,700</b>	<b>1,209,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	-1,319	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>-1,319</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>12,952,000</b>	<b>12,733,282</b>	<b>12,615,700</b>	<b>1,209,000</b>

# 15 Finance-Financial



	Class	Grade	FY 2007		FY 2008		FY 2009	
			Bud. Pos.	Bud. FTE	Bud. Pos.	Bud. FTE	Bud. Pos.	Bud. FTE
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	0	0.00	0	0.00	1	1.00
Admin Spec	07720	SR1100	1	1.00	1	1.00	1	1.00
Admin Svcs Mgr	07242	SR1300	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 1	02660	SR0600	0	0.00	1	1.00	1	0.00
Admin Svcs Officer 2	07243	SR0800	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	0	0.00	0	0.00	3	3.00
Application Tech 1	10100	SR0700	0	0.00	0	0.00	3	3.00
Application Tech 2	10102	SR0800	0	0.00	0	0.00	14	14.00
Application Tech 3	10103	SR0900	0	0.00	0	0.00	5	5.00
Business Development Officer	06699	SR1200	1	1.00	1	1.00	1	1.00
Finance Admin	10108	SR1300	1	1.00	1	1.00	10	10.00
Finance Asst Dir	06108	SR1500	0	0.00	0	0.00	2	2.00
Finance Deputy Dir	07704	SR1600	1	1.00	1	1.00	2	2.00
Finance Dir	01570	DP0300	1	1.00	1	1.00	1	1.00
Finance Mgr	06232	SR1400	2	2.00	1	1.00	8	8.00
Finance Officer 1	10150	SR0800	0	0.00	2	2.00	1	1.00
Finance Officer 2	10151	SR1000	2	2.00	1	1.00	15	15.00
Finance Officer 3	10152	SR1200	1	1.00	1	1.00	27	26.50
Office Support Spec 1	10123	SR0700	1	1.00	1	1.00	1	1.00
Finance Specialist	10153	SR1100	0	0.00	0	0.00	3	2.50
Info Systems App Analyst 3	7783	SR1200	0	0.00	0	0.00	4	4.00
Info Systems App Tech 2	7785	SR0900	0	0.00	0	0.00	2	2.00
Info Systems Div Mgr	7318	SR1400	0	0.00	0	0.00	1	1.00
Information Systems Advisor 1	7234	SR1300	0	0.00	0	0.00	4	4.00
Public Property Division Mgr	01640	SR1300	0	0.00	0	0.00	1	1.00
Special Projects Mgr	07762	SR1500	0	0.00	0	0.00	1	1.00
Stores Mgr	6180	SR1000	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>12</b>	<b>12.00</b>	<b>13</b>	<b>13.00</b>	<b>115</b>	<b>113.00</b>
<b>Real Property Services 51100</b>								
Admin Svcs Mgr	07242	SR1300	0	0.00	3	3.00	0	0.00
Finance Admin	10108	SR1300	2	2.00	0	0.00	0	0.00
Finance Asst Dir	06108	SR1500	1	1.00	1	1.00	0	0.00
Finance Mgr	06232	SR1400	2	2.00	2	2.00	0	0.00
Finance Officer 2	10151	SR1000	1	1.00	1	1.00	0	0.00
Office Support Spec 1	10123	SR0700	1	1.00	0	0.00	0	0.00
Office Support Spec 2	10124	SR0800	0	0.00	1	1.00	0	0.00
Technical Specialist 1	07756	SR1100	9	9.00	7	7.00	0	0.00
Technical Specialist 2	07757	SR1200	2	2.00	3	3.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>18</b>	<b>18.00</b>	<b>18</b>	<b>18.00</b>	<b>0</b>	<b>0.00</b>
<b>Finance Services 51115</b>								
Admin Asst	07241	SR0900	0	0.00	1	1.00	0	0.00
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	0	0.00
Admin Svcs Officer 1	02660	SR0600	0	0.00	2	1.00	0	0.00
Admin Svcs Officer 2	07243	SR0800	1	1.00	1	1.00	0	0.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	0	0.00

# 15 Finance-Financial



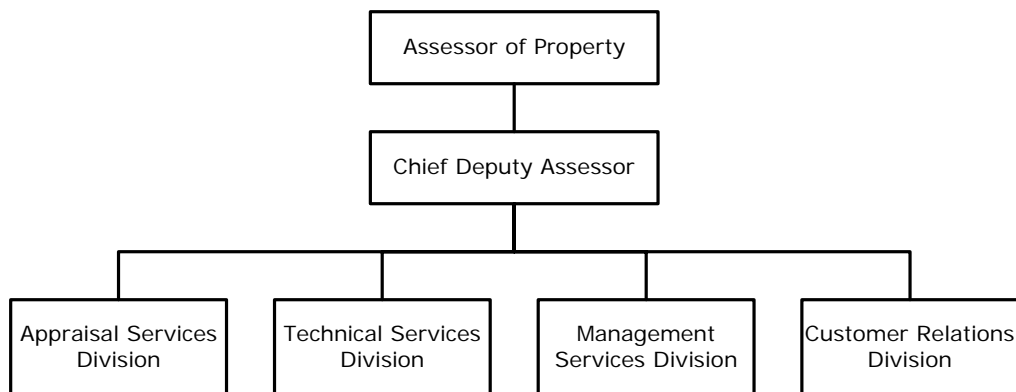
			FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>		<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Finance Services 51115 (Continued)</b>								
Application Tech 1	10100	SR0700	8	8.00	0	0.00	0	0.00
Application Tech 2	10102	SR0800	6	6.00	6	6.00	0	0.00
Application Tech 3	10103	SR0900	0	0.00	5	5.00	0	0.00
Auditing Mgr	02580	SR1500	1	1.00	0	0.00	0	0.00
Finance Admin	10108	SR1300	8	8.00	7	7.00	0	0.00
Finance Asst Dir	06108	SR1500	1	1.00	2	2.00	0	0.00
Finance Deputy Dir	07704	SR1600	1	1.00	1	1.00	0	0.00
Finance Mgr	06232	SR1400	7	7.00	7	7.00	0	0.00
Finance Officer 1	10150	SR0800	3	3.00	5	5.00	0	0.00
Finance Officer 2	10151	SR1000	15	15.00	14	14.00	0	0.00
Finance Officer 2	10203	MC1000	0	0.00	1	1.00	0	0.00
Finance Officer 3	10152	SR1200	25	25.00	21	20.50	0	0.00
Finance Spec	10153	SR1100	4	3.50	3	2.50	0	0.00
Info Systems App Analyst 1	07779	SR1000	1	1.00	1	1.00	0	0.00
Info Systems App Analyst 2	07780	SR1100	0	0.00	1	1.00	0	0.00
Info Systems App Analyst 3	07783	SR1200	3	3.00	3	3.00	0	0.00
Info Systems App Tech 2	07785	SR0900	2	2.00	1	1.00	0	0.00
Info Systems Div Mgr	07318	SR1400	0	0.00	1	1.00	0	0.00
Info Systems Mgr	07782	SR1300	1	1.00	0	0.00	0	0.00
Information Systems Advisor 1	07234	SR1300	3	3.00	5	5.00	0	0.00
Office Support Mgr	10119	SR0900	1	1.00	0	0.00	0	0.00
Office Support Spec 2	10124	SR0800	2	2.00	0	0.00	0	0.00
Purchasing Agent	04000	SR1400	1	1.00	0	0.00	0	0.00
Seasonal/Part-time/Temporary	09020		0	0.00	1	1.00	0	0.00
Special Projects Mgr	07762	SR1500	0	0.00	1	1.00	0	0.00
Stores Mgr	06180	SR1000	1	1.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>97</b>	<b>96.50</b>	<b>93</b>	<b>91.00</b>	<b>0</b>	<b>0.00</b>
<b>Treasury Management 51180</b>								
Finance Admin	10108	SR1300	1	1.00	1	1.00	0	0.00
Finance Mgr	06232	SR1400	2	2.00	2	2.00	3	3.00
Finance Officer 1	10150	SR0800	2	2.00	1	1.00	1	1.00
Finance Officer 2	10151	SR1000	2	2.00	2	2.00	2	2.00
Finance Officer 3	10152	SR1200	1	1.00	0	0.00	0	0.00
Metropolitan Treasurer	03160	SR1500	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>10</b>	<b>10.00</b>	<b>8</b>	<b>8.00</b>	<b>8</b>	<b>8.00</b>
<b>Department Totals</b>			<b>137</b>	<b>136.50</b>	<b>132</b>	<b>130.00</b>	<b>123</b>	<b>121.00</b>



# 16 Assessor of Property-At a Glance

<b>Mission</b>	To appraise real property at its market value, and business tangible personal property under schedules provided by law; to classify property correctly under the law; to apply property assessment in accordance with each parcel's proper classification; to maintain accurate public records; to reappraise every real parcel at least every four years and to reappraise all business tangible personal property annually; to provide property owners easy access to appeal rights; to generate annually an assessment roll for the purpose of property taxation by the Metropolitan Council.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$7,791,700	\$7,811,750	\$7,430,400
	<b>Total Expenditures and Transfers</b>	<u>\$7,791,700</u>	<u>\$7,811,750</u>	<u>\$7,430,400</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 4,500
	Other Governments and Agencies	209,200	213,450	210,300
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Program Revenue</b>	\$ 209,200	\$ 213,450	\$ 214,800
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$ 209,200</u>	<u>\$ 213,450</u>	<u>\$ 214,800</u>
<b>Positions</b>	Total Budgeted Positions	109	108	108
<b>Contacts</b>	Assessor of Property: George Rooker      email: george.rooker@nashville.gov Financial Manager: Cathy Stonebrook      email: cathy.stonebrook@nashville.gov  800 2 <sup>nd</sup> Avenue North 37201      Phone: 862-6086      FAX: 862-6078			

## Organizational Structure



# 16 Assessor of Property-At a Glance

## Budget Highlights FY 2009

• Reduction-Book Audit and Salary Surplus	\$(357,700)
• Fringe Benefit Savings	(132,400)
• Elected Official's Salary Increase	5,000
• Spatialist Annual Support and Maintenance Fee	16,000
• Reappraisal Expenses	200,000
• Pay Plan/Fringe	23,900
• Elimination of Safety and Risk Management Premiums	(36,900)
• Budget Transfer Adjustment	50
• Internal Services Eliminations	
• Finance Charge	(17,900)
• Human Resources Charge	(26,800)
• Shared Business Charge	(3,400)
• Customer Call Center Charge	(7,000)
• Internal Audit Charge	(4,000)
• Internal Services Charges	
• Information Systems Charge	(41,900)
• Facilities Maintenance & Security Charge	(800)
• Fleet Management Charge	6,900
• Postal Service Charge	(3,300)
• Surplus Property Charge	(1,100)
Total	<u>\$(381,350)</u>

## Overview

The Assessor's Office was created by the Tennessee Constitution and carries out its duties pursuant to applicable laws, rules, and regulations. It is the mission of the Assessor's Office to work for the citizens of Davidson County to produce fair and equitable property assessments to the best of its ability and to conduct its work in the truest sense as a public servant.

### APPRAISAL SERVICES DIVISION ("ASD")

The primary responsibility of the ASD is to appraise and classify for assessment all taxable property within Davidson County.<sup>1</sup> This includes work done as part of a Reappraisal Program, which is on a four year cycle with the next reappraisal scheduled for tax year 2009, and work done that affects the annual assessment roll in non-reappraisal years. The ASD is comprised of a Commercial Section and a Residential Section.

The Commercial Section oversees the appraisals of commercial real property and tangible personal property that is subject to be reported by commercial and industrial entities. In 2007, there were approximately 25,000 commercial real property parcels and 22,000 commercial and industrial tangible personal property accounts on the assessment roll.

<sup>1</sup> The Assessor's Office does not appraise and classify for assessment certain utility property that is taxable. These properties are assessed by the Office of State Assessed Properties.

The Residential Section appraises all residential real property in Davidson County. The Residential Section identifies, lists, and measures all new residential improvements. In addition, every year the Residential Section conducts field inspections to account for physical changes to existing residential structures that may affect market value. In 2007, there were approximately 192,000 residentially classified parcels in Davidson County.

In addition to the Commercial and Residential Sections, the ASD has teams that perform specialized functions within the Assessor's Office. These functions include: appeals, modeling, sales verification, and audit oversight.

### TECHNICAL SERVICES DIVISION ("TSD")

The TSD contributes toward the achievement of all of the goals of the Assessor's Office. Most on point, the TSD strives to ensure that the Assessor's Office utilizes available technology most productively, remains abreast of new technology, and judiciously attains and employs new technology so that it may carry out its work efficiently and economically.

To these ends, the TSD takes a lead role in the all aspects of computer technology employed by the Assessor's Office, including:

- Weighing in on decisions regarding new hardware and software acquisitions.
- Providing for training and support for in-house users/staff.
- Developing and maintaining systems for direct use by the public.

In addition to managing the Office's use of technology, the TSD has under its umbrella the Customer Service and Data Sections. The Customer Service Section provides day-to-day assistance to the public. The Data Section is responsible for the upkeep of the Assessor's Records, including property attributes, ownership, sales, and ownership information. Ultimately, the TSD ensures that an annual assessment roll is timely published and distributed.

### MANAGEMENT SERVICES DIVISION ("MSD")

The MSD supports the mission and goals of the Assessor's Office by overseeing various programs and operations and by providing support and assistance to the other Divisions. The MSD has primary responsibility for the administration of appeals through the local level, including serving as the administrative staff of the Metropolitan Board of Equalization and running the Hearing Officer Program. The MSD also administers the Office's Exemption, ADA, Fleet Management, Non-discrimination, Records Management, and Safety programs.

In its support role, the MSD coordinates the development and updating of the Office's Strategic Plan. The MSD also assists in the development of policies, reviews legislation and contracts, and participates in the development of an annual budget.

# 16 Assessor of Property-Performance

## **CUSTOMER RELATIONS DIVISION (“CRD”)**

The CRD strives to identify internal and external “customers” of the Assessor’s Office, identify service improvements that would be to their benefit, and work to ensure that the desired services are delivered. For example, the CRD was instrumental to the development of online filing of Tax Schedule Bs, which began in 2007.

The CRD also develops and implements plans and programs for public education and outreach on behalf of the Assessor’s Office. To these ends, the CRD oversees

the development of educational materials, such as, informational brochures produced by the Assessor’s Office and updates and monitors the Assessor’s web-site which is at [www.PADCTN.com](http://www.PADCTN.com). As part of its efforts at public education and outreach, the CRD facilitates public speaking engagements on behalf of the Assessor’s Office. The CRD arranges for presentations before civic clubs, community groups, neighborhood associations, and other organizations.

# 16 Assessor of Property-Performance

**NOTE:**

In the summer 2005, the Assessor of Property developed a Strategic Plan that would guide this office through the next reappraisal period. With this strategic plan came a new set of Performance Measures. To make transition from the 2006 Budget to the 2007 Budget references are made using the following acronyms:

- PA = Property Assessment
- RP = Reappraisal Program
- HOR = Hearing Officers Review
- BE = Board of Equalization
- PPA = Personal Property Audit

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>ASSESSOR OF PROPERTY</b>					
<b>Property Assessment</b>					
1. Administer and implement Assessor's Strategic Plan 2006-2009.	a. Conduct monthly management meetings pertaining to Strategic Plan 2006-2009	Ongoing	Ongoing	Ongoing	Ongoing
	b. Disseminate Strategic Plan 2006-2009	Ongoing	Ongoing	Ongoing	Ongoing
2. Perform all appraisal work necessary for the Assessor's Office to fulfill its duties.	a. Appraise properties where construction/demolition has occurred (RP1c)	5,000	5,322	5,000	5,200
	b. Conduct informal reviews other than those specifically required during a reappraisal year (HOR1a)	2,000	662	2,000	NA
	c. Appeals filed to the State Board of Equalization requiring Assessor administration	500	634	500	500
	d. Appeals docketed by the State Board of Equalization where the Assessor's office is represented by its staff	300	265	300	250
	e. Exemption applications processed	250	105	250	150
3. Perform all personal property appraisal work in compliance with state approved plan.	a. Number of tangible personal property accounts to be administered (RP2c)	24,500	23,898	23,000	25,000
	b. Make changes to the Assessor's records to keep the tangible personal property account roll current (RP2a)	6,500	11,206	7,500	12,000
	c. Estimate appraised value and conduct on-site field reviews of forced accounts (RP2b)	9,000	9,115	7,500	9,000
	d. Conduct on-site field reviews for new/closed businesses (RP2b)	500	2,655	17,000	3,000
	e. Conduct on-site field review for mismatch list (occurrences where the Assessor's real and personal property records are not consistent) (RP2b)	190	2,355	2,000	2,300
	f. Assist taxpayers with completion of Schedule B (RP2b)	450	58	500	500

# 16 Assessor of Property-Performance

**NOTE:**

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- PA = Property Assessment
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Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>Property Assessment (Continued)</b>					
3. Perform all personal property appraisal work in compliance with state approved plan. (Continued)	g. Review and process amended Schedule B	80	73	50	75
	h. Conduct discovery to identify business or industrial entities for which the Assessor's Office does not have an account (PPA1d)	2,040	2,643	2,500	2,700
4. Appraisal modeling and quality assurance.	a. Number of parcels and accounts reviewed under Quality Control Program	100,514	50,900	84,022	193,000
	b. Process deeds to update ownership and sales information and identifying map changes	26,000	25,261	27,000	26,000
	c. Perform sales verification to ensure sales represents an arms-length transaction	5,000	729	15,000	11,500
<b>Reappraisal Program</b>					
1. Perform requirements of State-approved 2005 Reappraisal Plan for Real Property and update files on current.	a. Number of updated listings of parcels, as required by changes	RP3b	NA	NA	NA
	b. Physically inspect one-third of real property parcels	RPa	NA	NA	NA
	c. Perform appraisals on parcels with construction /demolition	PA2a	NA	NA	NA
	d. Provide informal staff reviews with property owners	RP4a	NA	NA	NA
	e. Perform evaluation analysis	RP 3c	NA	NA	NA
2. Perform time-based requirements of State-approved Personal Property Assessment Plan and update files in current basis.	a. Update appraisal roll, as required by changes	PA3b	NA	NA	NA
	b. Perform inspections	PA3c,d,e	NA	NA	NA
	c. Set appraisal on accounts	PA3a	NA	NA	NA
	d. Perform informal staff reviews	PA3f	NA	NA	NA

# 16 Assessor of Property-Performance

**NOTE:**

In the summer 2005, the Assessor of Property developed a Strategic Plan that would guide this office through the next reappraisal period. With this strategic plan came a new set of Performance Measures. To make transition from the 2006 Budget to the 2007 Budget references are made using the following acronyms:

- PA = Property Assessment
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Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>Reappraisal Program (Continued)</b>					
3. Comply with State approved 2006-2009 Reappraisal Plan for real property and update records.	a. Conduct on-site field reviews (RP1b)	95,514	95,785	84,022	NA
	b. Make changes to the Assessor's records from on-site field reviews (RP1a)	38,206	46,360	34,000	NA
	c. Perform analysis and finalize reappraisal valuations (RP1e)	Pending	NA	Pending	227,700
4. Provide property owners the opportunity to have their property value reviewed by a member of the Assessor's staff.	a. Number of informal reviews conducted (RP1d)	Pending	NA	Pending	1,500
	b. Percent of informal review issues resolved at staff level (HOR1b)	Pending	NA	Pending	80%
<b>Board of Equalization</b>					
1. Hear and process appeals of classifications and appraisals on timely basis as required by statutes.	a. Direct and validate Real Estate appeals	BE2a	NA	NA	NA
	b. Hear Personalty appeals	BE2d	NA	NA	NA
2. Serve the Board of Equalization in an administrative capacity so that it may carry out its duties.	a. Timely consider and act upon all real property matters (BE1a)	4,000	1,198	2,000	1,500
	b. Timely consider and act upon all tangible personal property matters (New)	1,000	1,390	1,200	1,400
	c. Number of parcels appealed directly to the Board of Equalization (New)	90	100	100	100
	d. Number of personal property accounts appealed directly to the Board of Equalization (BE1b)	15	8	15	15
	e. Percent of direct appeals heard by the Board of Equalization and not appealed to the State Board of Equalization (HOR1f)	85%	84%	85%	85%

# 16 Assessor of Property-Performance

**NOTE:**

In the summer 2005, the Assessor of Property developed a Strategic Plan that would guide this office through the next reappraisal period. With this strategic plan came a new set of Performance Measures. To make transition from the 2006 Budget to the 2007 Budget references are made using the following acronyms:

- PA = Property Assessment
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Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>Hearing Officers Review</b>					
1. Provides property owners a review of their new appraisal and assessment at an informal hearing.	a. Meetings between taxpayers and appraisers	PA2b	NA	NA	NA
	b. Percent of complaints resolved at the taxpayer and appraiser review level	RP4b	NA	NA	NA
	c. Number of complaints reviewed by the hearing officers	HOR2a	NA	NA	NA
	d. Percent of complaints resolved at the hearing officer level	HOR2b	NA	NA	NA
	e. Appeals referred to the Board of Equalization	Discontinued	NA	NA	NA
	f. Percent of appeals resolved at the Board of Equalization	BE2e	NA	NA	NA
	g. Number of appeals heard by hearing officers (HOR1c)	3,000	950	1,200	3,250
	h. Percent of appeals heard by hearing officers where the Board of Equalization adopts hearing officer recommendation and no appeal to the State Board of Equalization (HOR1d)	85%	83%	85%	85%
	i. Human Resource and Payroll functions required to meet Metro employment standards (New)	25	27	25	45
	<b>Personal Property Audit</b>				
1. Verify the accuracy of tangible personal property account fillings by businesses each tax year.	a. Perform desk audits on filed Schedule Bs	15,500	12,987	16,000	15,000
	b. Perform field audits of accounts that report <\$100,000 in appraised value	3,825	20	1,000	100
	c. Oversee book audits of accounts having an appraised value of >\$100,000	200	836	416	500
	d. Perform discovery of new business	PA3b	NA	NA	NA

# 16 Assessor of Property-Performance

**NOTE:**

In the summer 2005, the Assessor of Property developed a Strategic Plan that would guide this office through the next reappraisal period. With this strategic plan came a new set of Performance Measures. To make transition from the 2006 Budget to the 2007 Budget references are made using the following acronyms:

- PA = Property Assessment
- RP = Reappraisal Program
- HOR = Hearing Officers Review
- BE = Board of Equalization
- PPA = Personal Property Audit

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
2. Verify the accuracy and appropriateness of Schedule Bs filed annually.	a. Perform desk audits on filed Schedule Bs (PPA1a)	15,500	NA	NA	NA
	b. Perform field audits of accounts that report under \$100,000 in appraised value (PPA1b)	3,825	NA	NA	NA
	c. Oversee book audits of accounts having an appraised value of over \$100,000 (PPA1c)	200	NA	NA	NA

\* Contract with TMA to audit must be expanded to include new businesses and those who have grown over \$50,000 value to avoid state sanctions for non-compliance.



# 16 Assessor of Property-Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	5,788,000	5,634,748	5,967,950	5,756,800
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	790,300	334,554	790,300	540,300
Travel, Tuition, and Dues	48,900	33,264	48,900	48,900
Communications	80,100	87,475	100,300	210,300
Repairs and Maintenance Services	207,100	159,564	207,100	313,100
Internal Service Fees	802,400	634,289	620,900	521,600
<b>TOTAL OTHER SERVICES</b>	<b>1,928,800</b>	<b>1,249,146</b>	<b>1,767,500</b>	<b>1,634,200</b>
Other Expense	73,800	79,210	75,200	38,300
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	1,100	0	1,100	1,100
<b>TOTAL OPERATING EXPENSE</b>	<b>7,791,700</b>	<b>6,963,104</b>	<b>7,811,750</b>	<b>7,430,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>7,791,700</b>	<b>6,963,104</b>	<b>7,811,750</b>	<b>7,430,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	2,575	0	4,500
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	209,200	203,333	213,450	210,300
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>209,200</b>	<b>203,333</b>	<b>213,450</b>	<b>210,300</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>209,200</b>	<b>205,908</b>	<b>213,450</b>	<b>214,800</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>209,200</b>	<b>205,908</b>	<b>213,450</b>	<b>214,800</b>

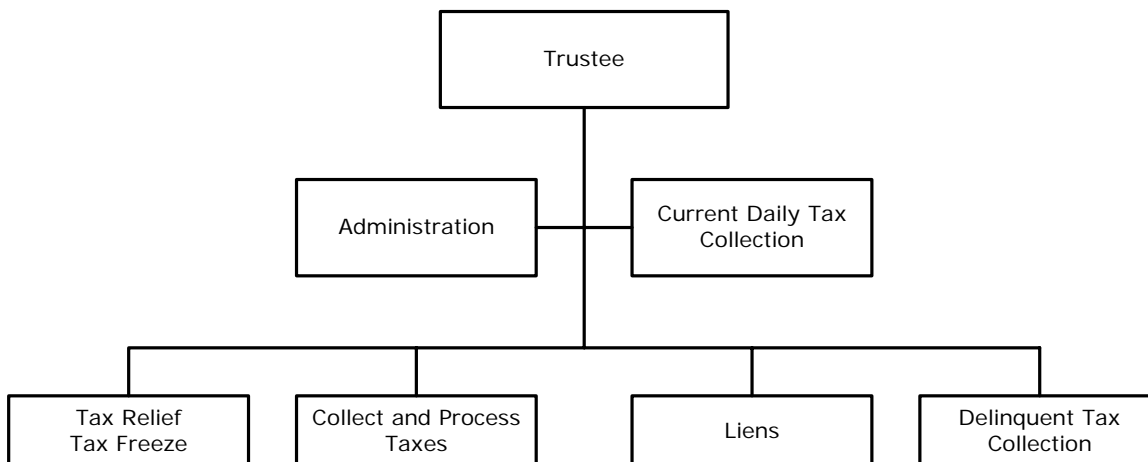
# 16 Assessor of Property-Financial

	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	5	5.00	5	5.00	5	5.00
Admin Svcs Mgr	07242	SR1300	4	4.00	4	4.00	4	4.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 4	07245	SR1200	3	3.00	3	3.00	3	3.00
Appraiser 1	02675	SR0600	7	7.00	7	7.00	7	7.00
Appraiser 2	02670	SR0800	21	21.00	21	21.00	21	21.00
Appraiser 3	07247	SR1000	8	8.00	8	8.00	8	8.00
Appraiser 4	04400	SR1200	8	8.00	8	8.00	8	8.00
Appraiser Analyst 2	07246	SR0900	3	3.00	3	3.00	3	3.00
Appraiser Analyst 3	06116	SR1200	4	4.00	4	4.00	4	4.00
Assessments Manager	06524	SR1400	1	1.00	1	1.00	1	1.00
Cust Svc Supv	06598	SR1000	1	1.00	1	1.00	1	1.00
Data Entry Operator 2	04600	SR0500	1	1.00	1	1.00	1	1.00
Data Entry Programmer	06817	SR0700	4	4.00	4	4.00	4	4.00
Hrng Off-Tax Assess Reassessmt	07198		15	1.50	15	1.50	15	1.50
Info Systems App Analyst 1	07779	SR1000	2	2.00	2	2.00	2	2.00
Info Systems App Analyst 3	07783	SR1200	2	2.00	2	2.00	2	2.00
Info Systems Mgr	07782	SR1300	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10120	SR0400	2	2.00	2	2.00	2	2.00
Office Support Rep 2	10121	SR0500	2	2.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	4	4.00	4	4.00	4	4.00
Office Support Spec 1	10123	SR0700	2	2.00	2	2.00	2	2.00
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	1	1.00
Seasonal/Part-time/Temporary	09020		6	3.00	6	3.00	6	3.00
Tax Assessor	05534		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>109</b>	<b>92.50</b>	<b>108</b>	<b>91.50</b>	<b>108</b>	<b>91.50</b>
<b>Department Totals</b>			<b>109</b>	<b>92.50</b>	<b>108</b>	<b>91.50</b>	<b>108</b>	<b>91.50</b>

# 17 Trustee—At a Glance

<b>Mission</b>	To collect Davidson County's Real Property Tax, Public Utility Tax, Personal Property Tax, Central Business Improvement District Tax and Vegetation Liens each year; and administer the Tax Relief Program for the State of Tennessee and Metro Government, and the Davidson County Tax Freeze.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$2,784,500	\$2,975,800	\$2,048,600
	<b>Total Expenditures and Transfer</b>	<u>\$2,784,500</u>	<u>\$2,975,800</u>	<u>\$2,048,600</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
	Other Governments and Agencies	0	0	0
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Program Revenue</b>	\$ 0	\$ 0	\$ 0
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b>Positions</b>	Total Budgeted Positions	31	31	27
<b>Contacts</b>	Trustee: Charles Cardwell Financial Manager: Pat Greer  800 2 <sup>nd</sup> Avenue North 37201	email: charlie.cardwell@nashville.gov email: pat.alexander@nashville.gov  Phone: 862-6330 FAX: 880-3658		

## Organizational Structure



# 17 Trustee—At a Glance

## Budget Highlights FY 2009

• Eliminate Merchant Fees	\$(150,000)
• Eliminate 1 Tax Accounting Deputy	(45,600)
	(1 FTE)
• Eliminate 3 Part Time/ Seasonal Positions	(31,400)
	(3 FTE's)
• Reduce All Other Expenses	(22,500)
• Fringe Benefit Savings	(37,900)
• Elected Official's Salary Increase	5,000
• Elimination of Safety and Risk Management Premiums	(9,100)
• FY08 Supplemental Funding for Merchant Fee Charges	(595,000)
• Internal Services Eliminations	
• Finance Charge	(10,900)
• Human Resources Charge	(7,100)
• Shared Business Charge	(2,700)
• Customer Call Center Charge	(9,800)
• Internal Audit Charge	(1,000)
• Internal Services Charges	
• Information Systems Charge	(6,500)
• Facilities Maintenance & Security Charge	(300)
• Fleet Management	1,100
• Postal Service Charge	(3,300)
• Surplus Property Charge	(200)
Total	\$(927,200)
	(4 FTE)

## Overview

### CURRENT DAILY TAX COLLECTION

The Office of the Trustee accepts the Certified Real Property and Personalty Tax Roll from the Assessor of Property in September each year. The Trustee's office mails printed tax statements by October 1. The Tennessee Regulatory Authority sends the Utility Tax Roll to the Trustee in December each year, and tax statements are printed and mailed in January. This office also collects and processes the Central Business Improvement District tax receivables.

### TAX RELIEF

The Office of the Trustee administers the State of Tennessee and Metropolitan Government Tax Relief Program for the elderly in Davidson County.

### TAX FREEZE

The Tax Freeze Program was approved by Tennessee voters in a November 2006 Constitutional amendment referendum.

The Tax Freeze Act of 2007 permits local governments to implement the program, and Metropolitan Nashville-Davidson County became the first jurisdiction in the state to establish a tax freeze program with approval by the Metropolitan Council in July 2007. This is a continuous program and is administered by the Office of the Trustee.

### COLLECT AND PROCESS TAXES

The Trustee's office maintains the Tax Receivable Roll, collects and processes receivables and forwards receipts to the Metro Treasurer's office daily. Tax accounting records and history of approximately 249,915 parcels are maintained by the Trustee's office. This office processes all tax roll adjustments and refunds during the tax year.

### LIENS

The Office of the Trustee collects, processes and records property Vacant Lot Liens that are placed on properties by the Metro Department of Parks and Recreation. This office also adds to the Tax Accounting System Demolition Liens that are placed on properties by Metro Codes. The Department of Codes collects demolition liens and forwards information that payment has been made to the Trustee's office, and the lien may then be deleted from the Tax Accounting System.



### DELINQUENT TAX COLLECTION

The Trustee's office collects and processes delinquent taxes March 1 through the following February 28, sends delinquent taxes to the Clerk and Master, and maintains and posts all payments collected through the Clerk and Master.

# 17 Trustee–Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>CURRENT DAILY TAX COLLECTION</b>					
1. Collect and process real property, utility and personalty taxes.	a. Real property, utility and personalty tax receivable	\$720,000,000	\$713,952,640	\$730,000,000	\$730,000,000
	b. Tax statements mailed	270,000	241,502	220,000	245,500
	c. Active parcels	240,000	250,655	260,000	260,000
	d. Tax receipts mailed	90,000	86,325	80,000	80,000
2. Collect central business improvement district tax.	a. Central business improvement district tax receivable	\$700,000	\$663,341	\$1,200,000	\$1,300,000
	b. Parcels from which revenue is received	580	790	1,600	1,700
	c. Business District revenue received	\$690,000	\$607,565	\$1,100,000	\$1,200,000
<b>TAX RELIEF</b>					
1. Implement tax relief program.	a. Tax relief recipients	2,700	3,653	4,800	5,500
	b. Tax relief amount paid	600,000	853,624	1,000,000	1,400,000
	c. Tax Freeze Program	0	0	0	8,000
<b>COLLECT AND PROCESS TAXES</b>					
1. Process refunds and adjustments and collect property liens.	a. Refunds and adjustments (number of properties)	4,500	3,233	5,000	5,000
	b. Amount of refunds and adjustments	\$5,500,000	\$4,322,428	\$5,500,000	\$5,500,000
	c. Property tax liens	175	0	175	0
	d. Property tax lien receivable	\$150,000	\$53,093	\$100,000	\$0
	e. Demolition liens	20	0	5	5
<b>DELINQUENT TAX COLLECTION</b>					
1. Collect and process delinquent real property, utility and personalty taxes.	a. September 1 through February 28 delinquent real property, utility and personalty tax projected received	\$9,000,000	\$6,859,303	\$9,000,000	\$9,000,000
	b. September 1 through February 28 delinquent real property, utility and personalty tax projected receivable	\$18,000,000	\$10,763,828	\$18,000,000	\$18,000,000

# 17 Trustee–Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,627,700	1,586,957	1,713,900	1,585,700
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	3,500	2,955	3,500	3,500
Travel, Tuition, and Dues	8,000	6,426	8,000	8,000
Communications	196,600	187,573	194,100	189,900
Repairs and Maintenance Services	5,600	3,989	5,600	5,600
Internal Service Fees	242,600	237,588	282,700	242,000
<b>TOTAL OTHER SERVICES</b>	<b>456,300</b>	<b>438,531</b>	<b>493,900</b>	<b>449,000</b>
Other Expense	700,500	670,456	768,000	13,900
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>2,784,500</b>	<b>2,695,944</b>	<b>2,975,800</b>	<b>2,048,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,784,500</b>	<b>2,695,944</b>	<b>2,975,800</b>	<b>2,048,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

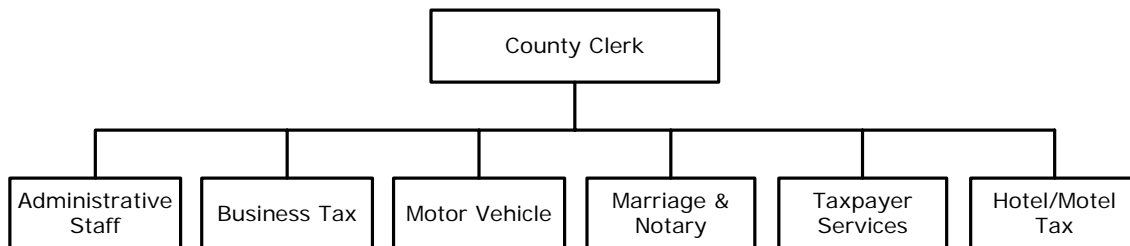
# 17 Trustee–Financial

	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Deputy Trustee	01503		5	5.00	5	5.00	5	5.00
Deputy-Tax Accounting	06554		18	18.00	18	18.00	17	17.00
Seasonal/Part-time/Temporary	09020		7	6.50	7	6.50	4	3.50
Trustee	05635		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>31</b>	<b>30.50</b>	<b>31</b>	<b>30.50</b>	<b>27</b>	<b>26.50</b>
<b>Department Totals</b>			<b>31</b>	<b>30.50</b>	<b>31</b>	<b>30.50</b>	<b>27</b>	<b>26.50</b>

# 18 County Clerk—At a Glance

<b>Mission</b>	To collect certain State privilege license fees as well as other State and Local revenues, fees, commissions, and taxes as provided by law.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$4,655,400	\$5,483,400	\$4,689,700
	<b>Total Expenditures and Transfers</b>	<u>\$4,655,400</u>	<u>\$5,483,400</u>	<u>\$4,689,700</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$4,250,000	\$4,500,000	\$4,700,000
	Other Governments and Agencies	0	0	0
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Program Revenue</b>	\$4,250,000	\$4,500,000	\$4,700,000
	Non-Program Revenue	100	100	100
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$4,250,100</u>	<u>\$4,500,100</u>	<u>\$4,700,100</u>
<b>Positions</b>	Total Budgeted Positions	79	88	85
<b>Contacts</b>	County Clerk: John Arriola Financial Manager: Tami Drake  Howard Office Building 37210		email: john.arriola@nashville.gov email: tami.drake@nashville.gov  Phone: 862-6254 ext 77150    FAX: 862-5986	

## Organizational Structure





# 18 County Clerk—At a Glance

## Budget Highlights FY 2009

• Eliminate Merchant Fees	\$(250,000)
• Eliminate 3 Deputy Clerk Positions	(151,800)
	(3 FTEs)
• Reduce Property Protection	(50,000)
• Reduce Employee Local Travel/Park	(3,800)
• Reduce Office Supply & Admin	(10,000)
• Reduce Printing & Binding	(11,600)
• Reduce Rent, Building and Land	(18,000)
• Fringe Benefit Savings	(186,600)
• Elected Official's Salary Increase	5,000
• Elimination of Safety and Risk Management Premiums	(18,000)
• Internal Services Eliminations	
• Finance Charge	(17,800)
• Human Resources Charge	(20,900)
• Shared Business Charge	(6,600)
• Customer Call Center Charge	(56,700)
• Internal Audit Charge	(2,400)
• Internal Services Charges	
• Information Systems Charge	(40,300)
• Facilities Maintenance & Security Charge	42,300
• Fleet Management Charge	7,800
• Postal Service Charge	(3,900)
• Surplus Property Charge	(400)
Total	<u>\$(793,700)</u>
	<u>(3 FTEs)</u>

## BUSINESS TAX

The Business Tax Division collects Urban and General Services gross receipts tax, issues business licenses, collects Wholesale Beer and Liquor taxes, issues Liquor By the Drink licenses, collects Franchise Fees, issues licenses for pawnbrokers and others.

## MOTOR VEHICLE

The Motor Vehicle Division collects State and Local motor vehicle fees and taxes for auto titling and registration and issues motor vehicle license plates and metro stickers at the Clerk's main office and at five branch offices.

## MARRIAGE & NOTARY

The Marriage & Notary Division issues Notary Public commissions, Marriage Licenses and collects related fees.

## TAXPAYER SERVICES

The Taxpayer Services Division provides troubleshooting for taxpayers and acts as liaison between the Metro Beautification Division and Metro Police Department.

## HOTEL/MOTEL TAX

The Hotel/Motel Tax Division collects Hotel/Motel Occupancy Taxes.

## Overview

### ADMINISTRATIVE STAFF

The Administrative Staff Division provides administrative services to the various divisions.



# 18 County Clerk—Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>BUSINESS TAX</b>					
1. Collect business gross receipts tax and licensing fees	a. Business licenses issued – GSD	26,000	26,405	26,500	26,650
	b. Business licenses issued – USD	20,000	20,927	21,000	21,150
	c. Liquor by the drink licenses issued	400	302	350	320
	d. Wholesale beer & liquor tax paid monthly	10	12	12	12
	e. Pawnbrokers' licenses, & other miscellaneous licenses issued	325	289	400	200
<b>MOTOR VEHICLE</b>					
1. Collect State and Local motor vehicle fees & taxes and process all related documents	a. Vehicle registration	575,000	576,881	580,000	580,000
	b. Metro regulatory decal (regular and commercial)	450,000	464,658	460,000	463,000
	c. Dealer auto recording licenses issued (annually)	200	223	200	200
<b>MARRIAGE AND NOTARY</b>					
1. Issue marriage licenses and notary public commissions	a. Marriage licenses issued	5,000	4,808	4,950	4,800
	b. Notary public commissions issued	3,700	3,656	3,900	3,800
<b>HOTEL/MOTEL TAX</b>					
1. Collect hotel and motel taxes	a. Hotels taxed	215	217	216	225
	b. Average monthly collection (per hotel)	\$8,100	\$9,582	\$9,300	\$9,455

# 18 County Clerk-Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	3,681,000	3,507,242	4,176,200	3,787,800
County Clerk				
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	60,100	44,058	130,100	109,700
Travel, Tuition, and Dues	2,200	4,408	6,000	6,000
Communications	173,900	295,965	198,900	198,900
Repairs and Maintenance Services	26,500	25,067	26,500	26,500
Internal Service Fees	610,100	600,441	561,100	462,200
<b>TOTAL OTHER SERVICES</b>	<b>872,800</b>	<b>969,939</b>	<b>922,600</b>	<b>803,300</b>
Other Expense	101,600	157,802	384,600	98,600
Pension, Annuity, Debt, & Other Costs	0	260	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	13,614	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,655,400</b>	<b>4,648,857</b>	<b>5,483,400</b>	<b>4,689,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,655,400</b>	<b>4,648,857</b>	<b>5,483,400</b>	<b>4,689,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	4,250,000	4,389,758	4,500,000	4,700,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>4,250,000</b>	<b>4,389,758</b>	<b>4,500,000</b>	<b>4,700,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	100	0	100	100
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>100</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>4,250,100</b>	<b>4,389,758</b>	<b>4,500,100</b>	<b>4,700,100</b>

# 18 County Clerk-Financial

	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst - County Clerk	07804		1	1.00	1	1.00	1	1.00
Admin Svcs Officer 2	07243	SR0800	1	1.00	1	1.00	1	1.00
Business Tax Dir-County Clerk	07216		1	1.00	1	1.00	1	1.00
Chief Dpty Clerk-County Clerk	07077		1	1.00	1	1.00	1	1.00
County Ct Clerk	01336		1	1.00	1	1.00	1	1.00
Deputy Clerk 1	06787		8	8.00	8	8.00	8	8.00
Deputy Clerk 2	06788		11	11.00	11	11.00	11	11.00
Deputy Clerk 3	06789		20	20.00	20	20.00	20	20.00
Deputy Clerk 4	06790		10	10.00	16	16.00	13	13.00
Deputy Clerk 5	06791		1	1.00	1	1.00	1	1.00
Deputy Clerk 6	06792		2	2.00	2	2.00	2	2.00
Dir Of Taxpayer Svcs	07647		1	1.00	1	1.00	1	1.00
License Inspector 1	02935		10	10.00	10	10.00	10	10.00
Motor Vehicle Dealer Dir	07218		1	1.00	1	1.00	1	1.00
Seasonal/Part-time/Temporary	09020		10	10.00	13	13.00	13	13.00
<b>Total Positions &amp; FTE</b>			<b>79</b>	<b>79.00</b>	<b>88</b>	<b>88.00</b>	<b>85</b>	<b>85.00</b>
<b>Department Totals</b>			<b>79</b>	<b>79.00</b>	<b>88</b>	<b>88.00</b>	<b>85</b>	<b>85.00</b>

Budget Summary	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$0	\$ 0	\$1,481,600
Internal Service Fund	0	1,477,000	0
<b>Total Expenditures and Transfers</b>	<u>\$0</u>	<u>\$1,477,000</u>	<u>\$1,481,600</u>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$0	\$1,477,000	\$0
Other Governments and Agencies	0	0	0
Other Program Revenue	0	0	0
<b>Total Program Revenue</b>	\$0	\$1,477,000	\$0
Non-program Revenue	0	0	0
Transfers From Other Funds and Units	0	0	0
<b>Total Revenues</b>	<u>\$0</u>	<u>\$1,477,000</u>	<u>\$0</u>
<b>Positions</b>			
Total Budgeted Positions	0	10	13
<b>Contacts</b>			
Director: Mark Swann	email: mark.swann@nashville.gov		
222 3 <sup>rd</sup> Avenue North 37201	Phone: 862-6111 FAX: 862-6425		

### Line of Business and Program

#### Business Integrity and Accountability

Audit Advisory Consultation  
 Financial Control and Compliance  
 Performance Audit

#### Administrative

Non-allocated Financial Transactions

# 48 Office of Internal Audit-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Performance Audit Program</b>		
Reduction of FY08 Non-Recurring funding for Consulting	\$ (500,000)	Audit hours will decrease resulting in less performance/compliance audits for FY09
Funding for Consulting and the Addition of 3 Auditors	500,000 3 FTEs	Audit hours will be able to increase by approximately 4,000 resulting in additional performance/compliance audits for FY09
Carry Forward from FY08	41,000	Funding for audits that could not be done in FY08 will be carried forward so they can be completed in FY09
<b>Elimination of Safety and Risk Management Premiums</b>		
	(2,100)	Eliminate the charge for the coverage of safety and risk management premiums and activities
<b>Non-allocated Financial Transactions</b>		
Finance Charge	(8,400)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resource Charge	(4,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(24,900)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(1,200)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(100)	Eliminate the charge telephone access to information for Metro employees, the residents of Nashville, and other callers
Information Systems Charge	4,900	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(300)	Delivery of facility maintenance and associated security functions
TOTAL	\$4,600 3 FTEs	

**Business Integrity and Accountability Line of Business** – The purpose of the Business Integrity and Accountability Line of Business is to provide performance audit, financial control and compliance, monitoring and special project reports products to Policymakers and Metro departments and agencies so they can make timely, informed decisions to improve operations, controls and processes and be assured that Metro programs are compliant with applicable regulations.

### Audit Advisory Consultation Program

The purpose of the Audit Advisory Consultation Program is to provide operational evaluation and consultation products to Metro departments and agencies so they can improve their processes.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$155,800	...	\$155,800
<b>FTEs:</b> GSD General Fund	0.0	0.0	2.0	...	2.0
<b>Results</b> Percentage of departments reporting value added as a result of solutions provided	75%	63%	75%	NR	75%

### Financial Control and Compliance Program

The purpose of the Financial Control and Compliance Program is to provide audit reporting products to policymakers and Metro departments and agencies so they can have fairly stated financial statements, improve internal controls and make timely decisions aware of compliance with applicable policy requirements.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A 15% increase in performance is expected in FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$282,200	...	\$282,200
<b>FTEs:</b> GSD General Fund	0.0	0.0	2.0	...	2.0
<b>Results</b> Percentage of financial and compliance audit recommendations implemented/resolved within planned time frames as agreed with the department	70%	86.5%	70%	NR	85%

### Performance Audit Program

The purpose of the Performance Audit Program is to provide audit and implementation monitoring products to policymakers and Metro departments and agencies so they can measurably improve their efficiency, operational results, internal controls and effectiveness of operations.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 3.00  
**Proposed Change in Performance:** A 15% increase in performance is expected in FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$1,039,000	...	\$1,039,000
<b>FTEs:</b> GSD General Fund	0.0	0.0	6.0	...	9.0
<b>Results</b> Percentage of performance audit recommendations implemented/resolved within planned time frames as agreed with the departments	75%	75.3%	75%	NR	85%




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**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

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**Non-allocated Financial Transactions Program**

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

**Program Budget & Performance Summary**

	<b>2007 Budget</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 1<sup>st</sup> Half</b>	<b>2009 Budget</b>
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$0	...	\$(42,800)



# 48 Office of Internal Audit-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	1,070,400
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	250,400
Travel, Tuition, and Dues	0	0	0	12,500
Communications	0	0	0	9,000
Repairs and Maintenance Services	0	0	0	42,200
Internal Service Fees	0	0	0	64,100
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>378,200</b>
Other Expense	0	0	0	33,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,481,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,481,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 48 Office of Internal Audit-Financial



## Internal Service Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	844,000	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	500,400	0
Travel, Tuition, and Dues	0	0	12,500	0
Communications	0	0	9,000	0
Repairs and Maintenance Services	0	0	1,200	0
Internal Service Fees	0	0	98,400	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>621,500</b>	<b>0</b>
Other Expense	0	0	11,500	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>1,477,000</b>	<b>0</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>1,477,000</b>	<b>0</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	1,477,000	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>1,477,000</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>1,477,000</b>	<b>0</b>

# 48 Office of Internal Audit-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Auditing Mgr	02580	SR1500	0	0.00	0	0.00	1	1.00
Finance Admin	10108	SR1300	0	0.00	0	0.00	2	2.00
Finance Mgr	06232	SR1400	0	0.00	0	0.00	1	1.00
Finance Officer 2	10151	SR1000	0	0.00	0	0.00	3	3.00
Finance Officer 3	10152	SR1200	0	0.00	0	0.00	3	3.00
Metropolitan Auditor	10530	DP0200	0	0.00	0	0.00	1	1.00
Office Support Rep 1	10120	SR0400	0	0.00	0	0.00	1	1.00
Office Support Spec 2	10124	SR0800	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>13</b>	<b>13.00</b>
<b>Internal Audit Services 51148</b>								
Auditing Mgr	02580	SR1500	0	0.00	2	2.00	0	0.00
Finance Admin	10108	SR1300	0	0.00	1	1.00	0	0.00
Finance Mgr	06232	SR1400	0	0.00	1	1.00	0	0.00
Finance Officer 2	10151	SR1000	0	0.00	3	3.00	0	0.00
Finance Officer 3	10152	SR1200	0	0.00	1	1.00	0	0.00
Office Support Rep 1	10120	SR0400	0	0.00	1	1.00	0	0.00
Office Support Spec 2	10124	SR0800	0	0.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>10</b>	<b>10.00</b>	<b>0</b>	<b>0.00</b>
<b>Department Totals</b>			<b>0</b>	<b>0.00</b>	<b>10</b>	<b>10.00</b>	<b>13</b>	<b>13.00</b>

# 91 Emergency Communications Center—At a Glance



Budget Summary		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$12,572,000	\$13,068,600	\$12,128,200
	<b>Total Expenditures and Transfers</b>	<u>\$12,572,000</u>	<u>\$13,068,600</u>	<u>\$12,128,200</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
	Other Governments and Agencies	195,200	305,800	404,700
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	\$195,200	\$305,800	\$404,700
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	0	0	0
	<b>Total Revenues</b>	<u>\$195,200</u>	<u>\$305,800</u>	<u>\$404,700</u>
<b>Positions</b>	Total Budgeted Positions	184	183	182
<b>Contacts</b>	Director of Emergency Communications Center: Duane Phillips Financial Manager: Dwayne Vance  2060 15 <sup>th</sup> Avenue South 37212  email: duane.phillips@nashville.gov email: dwayne.vance@nashville.gov  Phone: 401-6316 FAX: 401-6380			

## Line of Business and Program

### Communications Operational Support

- 9-1-1 Communications Systems and Equipment Management
- Training Academy
- Quality Assurance

### Life Safety

- Operations Life Safety

### Information and Non-Emergency

- Non-Emergency Services

### Administrative

- Leadership and Accreditation
- Non-allocated Financial Transactions



# 91 Emergency Communications Center—At a Glance



<p><b>Mission</b></p>	<p>The Mission of the Metro Nashville Emergency Communications Center is to provide initial emergency and non-emergency first responder products to the Public and our First Responder Partners so they can experience the benefits of a healthier, more secure community.</p>
<p><b>Goals</b></p>	<p>By 2008, citizens and visitors to Davidson County will continue to receive Best in Class Emergency Response Communications while MNECC responds to increasing and changing demand for service as measured by:</p> <ul style="list-style-type: none"> <li>• 90% 9-1-1 calls answered in less than 6 seconds</li> <li>• 90% 9-1-1 calls processed and dispatched for Fire-Suppression in less than 90 seconds</li> <li>• 95% 9-1-1 calls processed and dispatched for Fire-Emergency Medical Services in less than 90 seconds</li> <li>• 70% 9-1-1 calls processed for Police in less than 90 seconds</li> </ul> <p>By 200X, citizens and visitors to Davidson County will continue to receive Best in Class Emergency Response Communications while MNECC manages a loss of funding due to technology changes by new funding opportunities located through:</p> <ul style="list-style-type: none"> <li>• ___ grants and special event or incident funds requested</li> <li>• ___ % budget derived from alternative funding sources</li> <li>• ___ lost funding recovered</li> </ul> <p>By 2008 , citizens and visitors to Davidson County will continue to receive Best in Class Emergency Response Communications as a result of highly qualified and supported workforce as measured by:</p> <ul style="list-style-type: none"> <li>• 90% Citizen Survey Responses above 95% satisfied with service</li> <li>• 90% 1st Responder Partner Survey Responses above 95% satisfied with service</li> <li>• 90% Emergency Medical Dispatch Quality Assurance Reviews above 96%</li> <li>• 90% Emergency Fire Dispatch Quality Assurance Reviews above 96%</li> <li>• 85% employees participating in a Voluntary Wellness Program</li> <li>• 80% employees with at least three years MNECC experience</li> </ul> <p>By 2008, MNECC’s Public Safety Partners will experience improved call processing time and decreased customer (Metro Nashville Police Department, Nashville Fire Department and citizen) wait time as indicated by:</p> <ul style="list-style-type: none"> <li>• 90% of calls processed by 90 seconds or less</li> <li>• 89% of field first responder calls for information and requests that are on hold for 10 seconds or less</li> </ul>

# 91 Emergency Communications Center—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Pay Plan/Fringe Amounts</b>	\$ 80,900	Supports the hiring and retention of a qualified workforce
<b>Operations Life Safety</b> Reduction in Workforce	(150,000) (3 FTEs)	Reduction in operating staff.
<b>Leadership and Accreditation</b> Addition to Workforce	54,700 2 FTEs	Establishment of financial management staff and increase in information technology staff through transfers from eliminated internal service functions.
Building Rent	1,600	Provide for rent increase.
<b>Nonallocated Financial Transactions</b> Fringe Benefit Savings	(370,000)	Savings realized through reduced cost for fringe benefits.
Eliminations of Safety & Risk Management Premiums	(89,800)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(39,900)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(88,400)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(281,200)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(8,300)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(1,500)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(6,500)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(29,900)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(500)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	3,100	Delivery of fleet management, fuel services, and maintenance functions

# 91 Emergency Communications Center—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Postal Service Charge	\$ 300	Delivery of mail across the Metropolitan Government
Radio Service Charge	(13,500)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(1,500)	Handling and disposition of surplus property
General Services District Total	\$ (940,400) (1.0 FTEs)	
<b>TOTAL</b>	<b>\$ (940,400) (1.0 FTEs)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Emergency Communications Center for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	60%	0%	40%
Program Budget Dollars:	73%	0%	27%

# 91 Emergency Communications Center—At a Glance



**Communications Operational Support Line of Business** - The purpose of the Communications Operational Support Line of Business is to provide systems management, results management, and emergency communications training and information products to our emergency communications professionals and our 1<sup>st</sup> responder partners so they can deliver quick, appropriate emergency and non-emergency assistance to the public.

## 911 Communications Systems and Equipment Management Program

The purpose of the 9-1-1 communications systems and equipment management Program is to provide troubleshooting, maintenance and administration products to internal and external first responders so they can save lives, protect property, and reduce risk without technology-related delays.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$435,300	\$530,166	\$574,000	...	\$574,000
<b>FTEs:</b> GSD General Fund	6.70	6.70	6.70	...	6.70
<b>Results</b>					
Percent availability of the Computer Aided dispatch system for use by customers	NR	99%	99.9%	100%	99.9%

## Training Academy Program

The purpose of the Training Academy Program is to provide public safety communications certification, professional development, and other emergency communications training products to the department, our 1<sup>st</sup> responder partners, and other emergency communications professionals so they can deliver quick, appropriate emergency and non-emergency assistance to the public.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$829,500	\$707,773	\$729,800	...	\$729,800
<b>FTEs:</b> GSD General Fund	7.45	7.45	7.45	...	7.45
<b>Results</b>					
Percentage of MNECC Operations employees demonstrating the delivery of quick, appropriate emergency and non-emergency assistance to the public as indicated by: 90% or higher protocol accuracy	96%	95%	96%	75%	96%



# 91 Emergency Communications Center—At a Glance



## Quality Assurance Program

The purpose of the Quality Assurance Program is to provide quality assurance and organizational performance measurement products to the department, Metro stakeholders, and the public so they can receive the best possible response to their Public Safety Communications needs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** A 3% increase in performance is expected in FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$283,700	\$228,704	\$248,000	...	\$248,000
<b>FTEs:</b> GSD General Fund	3.10	3.10	3.10	...	3.10

## Results

Percentage of Citizen Survey responses with positive service satisfaction (\*positive service satisfaction is represented by above 95%)

NR	78.6%	92%	93%	95%
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**Life Safety Program Line of Business** - The purpose of the Life Safety Program Line of Business is to provide emergency instructions, critical dispatch and logistic support products to individuals in need of emergency assistance and our First Responder partners so that lives can be saved, property protected and risk reduced for everyone involved.

## Operations Life Safety Program

The purpose of the Operations Life Safety Program is to provide emergency assistance products to individuals in need of emergency assistance and to provide critical dispatch products to Police, Fire, EMS and other first responders so they can respond quickly to save lives, protect property and reduce risk for everyone involved.

## Results Narrative

**Proposed Change in Funding:** \$(150,000)  
**Proposed Change in FTEs:** (3.00)  
**Proposed Change in Performance:** This will have limited impact on our ability to provide service within 90 seconds to all individuals who call for emergency assistance.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$6,019,800	\$6,242,894	\$7,797,500	...	\$7,647,500
<b>FTEs:</b> GSD General Fund	128.70	128.70	127.70	...	124.70

## Results

Percent of individuals in crisis who obtain emergency assistance within ninety seconds

90%	86%	90%	83%	90%
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# 91 Emergency Communications Center—At a Glance



**Information and Non-Emergency Line of Business** - The purpose of the Information and Non-Emergency Line of Business is to provide general information and education products and non-emergency response and dispatch products to the public, news reporters, Metro departments, and other outside agencies so they can more conveniently get answers to their questions and/or obtain the services they need.

## Non-Emergency Services Program

The purpose of the Non-Emergency Services Program is to provide directory assistance, media inquiries and other general information service products to the public, news reporters, Metro departments, and other outside agencies so they can more conveniently get answers to their questions and/or obtain a non-emergency service response.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,600,400	\$2,313,287	\$2,155,100	...	\$2,155,100
<b>FTEs:</b> GSD General Fund	34.80	34.80	34.80	...	34.80

## Results

Percentage of callers who obtain non-emergency service responses	NR	92%	90%	70.5%	NA
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**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide organizational and informational products to MNECC staff, other Metro Departments and Emergency Communications District Board Members so that the MNECC can fulfill its mission.

## Leadership and Accreditation Program

The purpose of the Leadership and Accreditation Program is to provide key results and accreditation products to the public so their needs are met using the highest industry standards.

## Results Narrative

**Proposed Change in Funding:** \$56,300  
**Proposed Change in FTEs:** 2.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Program total reflects an increase of \$54,700 to establish financial management and human resources positions. An additional \$1,600 will be used to fund rent increases due to contractual obligations.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,453,100	\$1,466,783	\$1,514,200	...	\$1,570,500
<b>FTEs:</b> GSD General Fund	3.25	3.25	3.25	...	5.25

## Results

Percentage of accreditations maintained	NA	NA	NA	NA	100%
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## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$311,500	\$0	\$50,000	...	\$(856,700)

# 91 Emergency Communications Center—Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	11,250,600	10,820,798	11,639,700	11,282,500
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	88,800	76,040	74,800	74,800
Travel, Tuition, and Dues	85,800	67,182	85,800	85,800
Communications	104,600	114,437	115,000	115,000
Repairs and Maintenance Services	1,500	2,017	1,500	1,500
Internal Service Fees	736,100	729,377	837,000	369,200
<b>TOTAL OTHER SERVICES</b>	<b>1,016,800</b>	<b>989,053</b>	<b>1,114,100</b>	<b>646,300</b>
Other Expense	304,600	327,841	314,800	199,400
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>12,572,000</b>	<b>12,137,692</b>	<b>13,068,600</b>	<b>12,128,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>12,572,000</b>	<b>12,137,692</b>	<b>13,068,600</b>	<b>12,128,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	195,200	170,030	305,800	404,700
<b>Subtotal Other Governments &amp; Agencies</b>	<b>195,200</b>	<b>170,030</b>	<b>305,800</b>	<b>404,700</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>195,200</b>	<b>170,030</b>	<b>305,800</b>	<b>404,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	281	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>281</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>195,200</b>	<b>170,311</b>	<b>305,800</b>	<b>404,700</b>

# 91 Emergency Communications Center—Financial

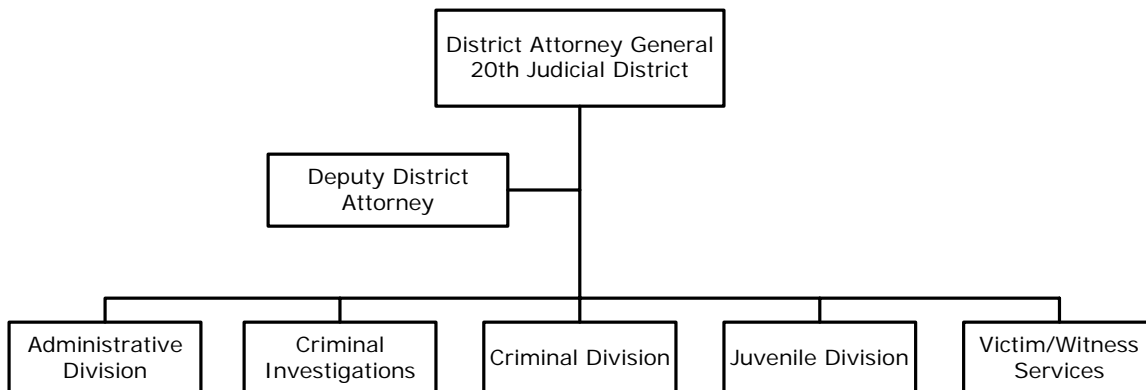


	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Svcs Mgr	07242	SR1300	0	0.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Application Tech 2	10102	SR0800	0	0.00	0	0.00	1	1.00
Emer Telecommun Assist Directo	10414	ET0800	0	0.00	2	2.00	2	2.00
Emer Telecommunications Manage	10413	ET0700	3	3.00	7	7.00	7	7.00
Emer Telecommunications Off 1	10407	ET0100	51	51.00	36	36.00	37	37.00
Emer Telecommunications Off 2	10408	ET0200	17	17.00	20	20.00	9	9.00
Emer Telecommunications Off 3	10409	ET0300	15	15.00	18	18.00	17	17.00
Emer Telecommunications Off 4	10410	ET0400	49	49.00	58	58.00	60	60.00
Emer Telecommunications Superv	10412	ET0600	17	17.00	9	9.00	16	16.00
Emer Telecommunications Trainee	10411	ET0500	26	26.00	25	25.00	24	24.00
Emerg Communications Dir	10142	DPO200	1	1.00	1	1.00	1	1.00
Finance Admin	10108	SR1300	0	0.00	0	0.00	1	1.00
Fire/Emt Dispatcher	07423	PS0400	2	2.00	1	1.00	1	1.00
Info Systems App Analyst 3	07783	SR1200	1	1.00	1	1.00	1	1.00
Info Systems App Tech 2	07785	SR0900	0	0.00	1	1.00	1	1.00
Information Sys Oper Analyst 1	10475	SR1000	0	0.00	1	1.00	1	1.00
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>184</b>	<b>184.00</b>	<b>183</b>	<b>183.00</b>	<b>182</b>	<b>182.00</b>
<b>Department Totals</b>			<b>184</b>	<b>184.00</b>	<b>183</b>	<b>183.00</b>	<b>182</b>	<b>182.00</b>

# 19 District Attorney—At a Glance

<b>Mission</b>	Authority: TCA § 8-7-101. To investigate and prosecute all criminal offenses that occur within Davidson County where there is sufficient evidence to warrant conviction. All prosecutions are designed to punish offenders, incapacitate violent and repeat criminals, and generally to deter future criminal activity. Additionally, the office is committed to treating victims and witnesses with dignity.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$4,854,100	\$5,188,500	\$4,980,400
	Special Purpose Funds	1,412,400	1,309,700	1,339,500
	<b>Total Expenditures and Transfers</b>	<u>\$6,266,500</u>	<u>\$6,498,200</u>	<u>\$6,319,900</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 500	\$ 300	\$ 100
	Other Government and Agencies	183,800	169,500	169,500
	Other Program Revenue	0	0	300,700
	<b>Total Program Revenue</b>	<u>\$ 184,300</u>	<u>\$ 169,800</u>	<u>\$ 470,300</u>
	Non-program Revenue	1,212,200	1,128,900	1,158,900
	Transfers From Other Funds and Units	36,100	36,100	36,100
	<b>Total Revenues</b>	<u>\$1,432,600</u>	<u>\$1,334,800</u>	<u>\$1,665,300</u>
<b>Positions</b>	Total Budgeted Positions	92	91	91
<b>Contacts</b>	<p>District Attorney General: Victor S. (Torry) Johnson III      email: <a href="mailto:torryjohnson@jis.nashville.org">torryjohnson@jis.nashville.org</a>          Director of Finance &amp; Operations: Michael E. Brook      email: <a href="mailto:michaelbrook@jis.nashville.org">michaelbrook@jis.nashville.org</a>          Director of Victim Witness Services: Teresa B. Shearon      email: <a href="mailto:teresashearon@jis.nashville.org">teresashearon@jis.nashville.org</a></p> <p>Washington Square, Suite 500      Phone: 862-5507      FAX: 862-5599          222 2<sup>nd</sup> Avenue, North 37201      <a href="http://www.da.nashville.gov">http://www.da.nashville.gov</a></p>			

## Organizational Structure



# 19 District Attorney—At a Glance

## Budget Highlights FY 2009

Pay Plan/Fringe Amounts	\$ 18,800
Recommended Reduction	(50,000)
Fringe Benefit Adjustment	(52,900)
Elimination of Safety & Risk Management Premiums	(24,900)
Internal Service Eliminations:	
• Finance Charge	(30,300)
• Human Resources Charge	(26,700)
• Shared Business Office Charge	(9,000)
• Metro Payment Services Charge	(18,900)
• Internal Audit Charge	(3,600)
Internal Service Charges:	
• Information Systems Charge	(31,300)
• Fleet Management Charge	22,200
• Facilities Maintenance & Security Charge	500
• Postal Service Charge	2,100
• Radio Service Charge	(3,500)
• Surplus Property Charge	(600)
Total Changes to General Funds	\$(208,100)
Total Changes to Special Purpose Funds	\$ 29,800
Total	\$(178,300)



## Overview

### ADMINISTRATIVE DIVISION

The Administrative Division is responsible for all activities necessary to support the mission of the office. These duties include Metro, State, and Federal financial management, purchasing, human resources, facilities management, network and PC support, special project support, the development and implementation of strategic and operational plans of the Metropolitan Government, State of Tennessee, and the Federal Government.

### CRIMINAL INVESTIGATIONS

The Criminal Investigations Division is responsible for 24/7 on-call responses to assist units of the Metropolitan Police Department, Grand Jury subpoena issuance and service, Criminal Division support for witness location and investigative services including special assignments.

### CRIMINAL DIVISION

The Criminal Division represents the State of Tennessee and victims of crime in Davidson County and prosecutes all adult state warrants issued by private individuals, the Metropolitan Police Department, or warrants issued following independent investigation and grand jury

presentment. This division staffs the General Sessions Courts, and all Davidson County Criminal Courts. In addition, it operates the 20<sup>th</sup> Judicial Drug Task Force, a Special Prosecution and Fraud Investigations Unit, and a Grand Jury Preparation Unit.

**Special Operations Fraud and Economic Crimes Prosecution Act (FECPA) Fund 30103** (T.C.A. § 40-3-201 et seq.) provides the District Attorney General of this State the resources necessary to deal effectively with fraud, and other economic crimes, and to provide a means for obtaining restitution in bad check cases prior to the institution of formal criminal charges. Expenditures subject to limitations under T.C.A. § 40-3-209(b), the use of any monies collected under the provision of this part shall be at the discretion of the District Attorney General.

**Special Operations DA Investigations Fund 30104** accounts for the non-salary costs of ongoing confidential criminal investigations carried out in cooperation with other State and Federal law enforcement agencies. These costs are supported by shared proceeds of forfeited funds, distributed by the US Department of Justice, and the Department of the Treasury in accordance with 210USC 881. The nature of the investigations and activities of this unit are confidential.

**Special Operations Metro Major Drug Enforcement Program (MMDEP) Fund 30101** has an Assistant District Attorney General assigned to the unit who assists and coordinates with Metro Police Investigators in the identification of appropriate targets, and in the development of effective investigative approaches to secure the arrest and successful prosecution of targeted individuals. These activities are funded from the forfeiture of confiscated money, property and asset settlements. The nature of the investigations and activities of this unit are confidential.



### JUVENILE DIVISION

The Juvenile Division represents the State of Tennessee and victims of crime in Davidson County and prosecutes all juvenile charges issued by private individuals, or the Metropolitan Police Department.

### VICTIM/WITNESS SERVICES

The Victim/Witness Services Unit administers a program designed to encourage and promote the fair and just treatment for victims of crime. Services include notification of court appearances, court preparation groups for young children, the provision of court advocates, language interpretation services, specialized services for victims of domestic and child sexual abuse, information on criminal compensation programs, an elderly abuse program, and programs to assist victims at Juvenile Court.

# 19 District Attorney–Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>CRIMINAL DIVISION</b>					
1. Increase General Sessions and Criminal Court dispositions. (Calendar year count Criminal Justice Planning Unit.)	a. General Sessions Court disposition (offenses)	78,000	82,000	78,000	80,000
	b. Criminal Court dispositions (defendants)	5,500	5,800	5,000	5,000
2. Reduce lag time between date-of-arrest and date-bound-over to grand jury (DOA-DBO) to average 50 days. Reduce lag time between date-bound-over and date indicted (DBO-DIN) to average 100 days. Stats per case management report from the Criminal Justice Planning Unit.	a. Arrest (DOA) to bound over (DBO) to grand jury (average days)	50	45	50	50
	b. Bound over (DBO) to indictment (DIN) (average days)	100	95	90	90
3. Increase Criminal indictment filings. Calendar year count per Office of the District Attorney.	a. Criminal grand jury case filings (indictments)	3,600	3,557	3,600	3,600
	b. Criminal information filings	1,600	1,535	1,500	1,600
4. Increase services and support to victims of crime; provide early intervention within 72 hours of crime, and continue to make referrals to victims. Calendar year count per Office of the District Attorney.	a. Domestic violence victims (cases)	4,550	4,660	NA	4,600
	b. Elderly abuse victims	50	53	NA	50
	c. Child sexual abuse victims – criminal cases	230	218	NA	220
	d. Hispanic Victims of Crime	340	264	NA	300
5. Provide services in Juvenile Court to all victims of violent crime and provide an advocate to give crises intervention and court support to youth in the criminal justice system. Calendar year count per Office of the District Attorney.	a. Number of victims of juvenile offenders that are provided with comprehensive services	900	1,107	NA	1,100
	b. Non-offending parent and child participants	130	290	NA	300
<b>Special Operations</b>					
1. To provide funds necessary to deal with fraud and other economic crimes.	Collection of fines under § 40-3-201 by the Criminal Court Clerk	\$55,000	\$51,391	\$55,000	\$55,000

# 19 District Attorney–Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>Special Operations MMDEP</b>					
Actual performance only is documented for this program.					
1. Drug Task Force Arrest Statistics.	Targets arrested	NA	51	NA	NA
2. Asset seizures by MMDEP.	Targets' assets seized	NA	\$3,834,040	NA	NA
3. Asset forfeitures by Department of Safety.	Targets' assets forfeited	NA	\$1,236,808	NA	NA



# 19 District Attorney–Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	3,874,000	3,857,449	4,174,800	4,091,200
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	36,100	39,454	41,400	41,400
Travel, Tuition, and Dues	52,900	77,373	53,900	53,900
Communications	44,000	77,695	45,300	45,300
Repairs and Maintenance Services	26,800	21,745	21,800	21,800
Internal Service Fees	253,900	266,164	257,500	158,400
<b>TOTAL OTHER SERVICES</b>	<b>413,700</b>	<b>482,431</b>	<b>419,900</b>	<b>320,800</b>
Other Expense	545,900	550,808	557,200	532,300
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	5,147	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,833,600</b>	<b>4,895,835</b>	<b>5,151,900</b>	<b>4,944,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>20,500</b>	<b>20,987</b>	<b>36,600</b>	<b>36,100</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,854,100</b>	<b>4,916,822</b>	<b>5,188,500</b>	<b>4,980,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	200	45	100	100
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	20,000	29,652	25,000	25,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>20,000</b>	<b>29,652</b>	<b>25,000</b>	<b>25,000</b>
Other Program Revenue	0	290,585	0	300,700
<b>TOTAL PROGRAM REVENUE</b>	<b>20,200</b>	<b>320,282</b>	<b>25,100</b>	<b>325,800</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>20,200</b>	<b>320,282</b>	<b>25,100</b>	<b>325,800</b>

# 19 District Attorney–Financial

## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,074,800	1,121,922	1,046,300	1,124,000
OTHER SERVICES:				
Utilities	20,800	21,964	20,800	20,800
Professional and Purchased Services	395,600	343,849	411,900	401,300
Travel, Tuition, and Dues	34,800	26,514	34,800	34,800
Communications	211,500	117,957	205,000	205,000
Repairs and Maintenance Services	62,000	45,981	50,000	50,000
Internal Service Fees	94,000	103,624	62,000	24,700
<b>TOTAL OTHER SERVICES</b>	<b>818,700</b>	<b>659,890</b>	<b>784,500</b>	<b>736,600</b>
Other Expense	98,200	35,276	58,200	58,200
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	-579,300	12,265	-579,300	579,300
<b>TOTAL OPERATING EXPENSE</b>	<b>1,412,400</b>	<b>1,829,353</b>	<b>1,309,700</b>	<b>1,339,500</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>1,811</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,412,400</b>	<b>1,831,164</b>	<b>1,309,700</b>	<b>1,339,500</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	300	0	200	0
Other Governments & Agencies				
Federal Direct	19,400	118,969	0	0
Fed Through State Pass-Through	144,400	138,202	144,500	144,500
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>163,800</b>	<b>257,171</b>	<b>144,500</b>	<b>144,500</b>
Other Program Revenue	0	105,269	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>164,100</b>	<b>362,440</b>	<b>144,700</b>	<b>144,500</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	15,916	0	0
Fines, Forfeits, & Penalties	1,212,200	1,499,091	1,128,900	1,158,900
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>1,212,200</b>	<b>1,515,007</b>	<b>1,128,900</b>	<b>1,158,900</b>
<b>Transfers From Other Funds and Units</b>	<b>36,100</b>	<b>72,037</b>	<b>36,100</b>	<b>36,100</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,412,400</b>	<b>1,949,483</b>	<b>1,309,700</b>	<b>1,339,500</b>

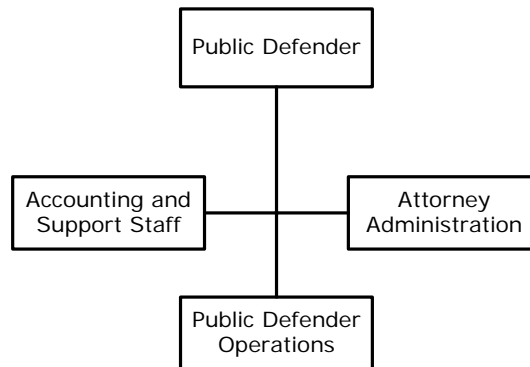
# 19 District Attorney–Financial

	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	1	1.00	1	1.00
Asst District Attorney	00390		31	31.00	31	31.00	31	31.00
Criminal Investigator	07279	SR0900	5	5.00	4	4.00	4	4.00
District Attorney General	01684		1	1.00	1	1.00	1	1.00
Finance Mgr	06232	SR1400	1	1.00	1	1.00	1	1.00
Finance Officer 3	10152	SR1200	2	2.00	2	2.00	2	2.00
Legal Secretary 1	02870	SR0700	11	11.00	11	11.00	11	11.00
Legal Secretary 2	07322	SR0800	3	3.00	3	3.00	3	3.00
Office Support Rep 2	10121	SR0500	5	5.00	5	5.00	5	5.00
Office Support Rep 3	10122	SR0600	4	4.00	4	4.00	4	4.00
Paralegal	07343	SR0800	3	3.00	2	2.00	2	2.00
Program Coord	06034	SR0900	1	1.00	1	1.00	1	1.00
Program Spec 2	07379	SR0800	2	2.00	2	2.00	2	2.00
Program Supv	07381	SR1000	1	1.00	1	1.00	1	1.00
Social Worker 1	04949	SR0800	8	8.00	8	8.00	8	8.00
Social Worker 2	07260	SR0900	1	1.00	1	1.00	1	1.00
Sr Asst District Attorney	04406		8	8.00	8	8.00	8	8.00
<b>Total Positions &amp; FTE</b>			<b>89</b>	<b>89.00</b>	<b>87</b>	<b>87.00</b>	<b>87</b>	<b>87.00</b>
<b>POL 2005 JAG Grant 30023</b>								
Program Spec 2	07379	SR0800	1	1.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>1.00</b>	<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>
<b>DA District Atty Grant Fund 32219</b>								
Social Worker 2	07260	SR0900	2	2.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>
<b>Department Totals</b>			<b>92</b>	<b>92.00</b>	<b>91</b>	<b>91.00</b>	<b>91</b>	<b>91.00</b>

# 21 Public Defender—At a Glance

<b>Mission</b>	To provide zealous representation and to fight for equal justice for the indigent accused, in accordance with the United States Supreme Court mandate and the Metropolitan Government of Nashville and Davidson County Charter.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
<b>Expenditures and Transfers:</b>				
GSD General Fund				
<b>Total Expenditures and Transfers</b>				
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees				
Other Governments and Agencies				
Other Program Revenue				
<b>Total Program Revenue</b>				
Non-program Revenue				
Transfers From Other Funds and Units				
<b>Total Revenues</b>				
<b>Positions</b>	Total Budgeted Positions	74	74	74
<b>Contacts</b>	Public Defender: C. Dawn Deaner Financial Manager: Sandra Ray  404 James Robertson Parkway Parkway Towers, Suite 2022 37219		email: dawndeaner@jis.nashville.org email: sandrray@jis.nashville.org  Phone: 862-5730 FAX: 862-5736	

## Organizational Structure



# 21 Public Defender—At a Glance

## Budget Highlights FY 2009

Pay Plan/Fringe Amounts	\$ 4,700
FY08 Non-Recurring Rent Adjustment	(45,800)
Recommended Reduction	(50,000)
Fringe Adjustment	(179,200)
Elimination of Safety & Risk Management Premiums	(16,900)
Internal Service Eliminations:	
• Finance Charge	(15,300)
• Human Resources Charge	(19,900)
• Shared Business Office Charge	(2,100)
• Metro Payment Services Charge	(700)
• Customer Call Center Charge	(11,000)
• Internal Audit Charge	(2,900)
Internal Service Charges:	
• Information Systems Charge	(10,900)
• Facilities Maintenance & Security Charge	100
• Fleet Management Charge	300
• Postal Service Charge	(600)
• Surplus Property Charge	(700)
Total	<u><u>\$(350,900)</u></u>

## Overview

### PUBLIC DEFENDER OPERATIONS

The Metropolitan Public Defender's Office operates under the authority of the Metropolitan Charter, Title Two, Section 2-16-010, which states as follows:

The public defender shall render legal aid and defend only those indigent defendants who are in jail, charged with the commission of a crime and are unable to make bond, or such other defendants as a court with criminal jurisdiction shall determine to be indigent. In addition, the public defender shall provide guardian ad litem services when such services are deemed required by the Davidson County juvenile court for children who are the subject of proceedings in such court and the Metropolitan Government would be required by law to pay reasonable compensation for such services if not provided by the public defender.

The Public Defender's Office is staffed with 44 licensed attorneys who represent indigent clients on charges ranging from public drunkenness to first degree murder. The office is divided into two divisions: The Criminal Division, located in the Parkway Towers Building, and the Juvenile Division, housed at the Juvenile Justice Center, 100 Woodland Street.



The Criminal Division represents adult clients in the General Sessions Courts and the Criminal Courts, and on cases appealed to both the Tennessee Court of Criminal Appeals and the Tennessee Supreme Court. By end of fiscal year 2008, the Adult Division Assistant Public Defenders will represent clients in over 31,000 cases.

The Juvenile Division lawyers work exclusively in the Juvenile Court and represent juveniles who are alleged to be delinquent. One attorney in the Juvenile Division provides guardian ad litem services in some Juvenile Court cases where the issues relate to dependency and neglect, as well as termination of parental rights. By the end of fiscal year 2008, the Juvenile Division Assistant Public Defenders will represent over 1,600 juveniles on delinquency petitions. The Assistant Public Defender who provides guardian ad litem services will represent approximately 140 juveniles in non-delinquency proceedings.

# 21 Public Defender-Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>PUBLIC DEFENDER</b>					
1. Provide constitutionally effective representation to indigent criminal defendants in cost effective manner.	The performance measure of 500 clients per lawyer per year represents the functional maximum at which the Public Defender's Office can provide constitutionally effective representation in the Criminal and General Sessions Courts.	500	611	500	500
2. Provide constitutionally effective representation to indigent juvenile defendants in cost effective manner.	The performance measure of 350 clients per lawyer per year for the Juvenile Division represents the functional maximum at which the Public Defender's Office can provide constitutionally effective representation in Juvenile Court. Juvenile delinquency cases have become more complex.	NA	NA	NA	350

# 21 Public Defender—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	5,179,500	5,177,769	5,392,600	5,168,100
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	1,300	1,325	1,300	1,300
Travel, Tuition, and Dues	18,400	14,930	17,800	17,800
Communications	43,900	38,042	43,500	43,500
Repairs and Maintenance Services	8,500	8,252	8,500	8,500
Internal Service Fees	147,500	147,757	143,500	79,800
<b>TOTAL OTHER SERVICES</b>	<b>219,600</b>	<b>210,305</b>	<b>214,600</b>	<b>150,900</b>
Other Expense	324,200	329,264	380,900	318,200
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>5,723,300</b>	<b>5,717,338</b>	<b>5,988,100</b>	<b>5,637,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>5,723,300</b>	<b>5,717,338</b>	<b>5,988,100</b>	<b>5,637,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	1,546,500	1,555,383	1,556,700	1,588,500
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>1,546,500</b>	<b>1,555,383</b>	<b>1,556,700</b>	<b>1,588,500</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>1,546,500</b>	<b>1,555,383</b>	<b>1,556,700</b>	<b>1,588,500</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,546,500</b>	<b>1,555,383</b>	<b>1,556,700</b>	<b>1,588,500</b>

## 21 Public Defender–Financial

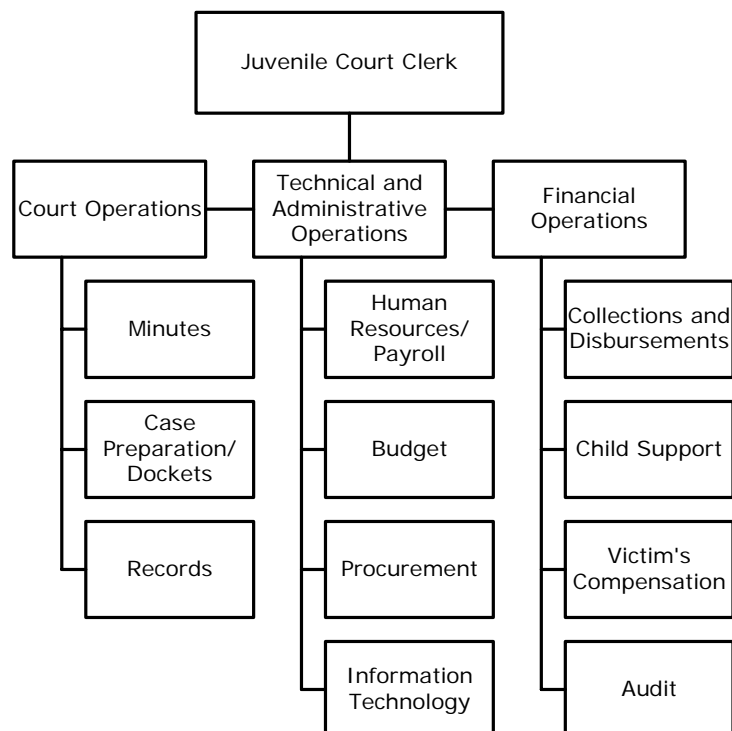
	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	1	1.00	1	1.00	1	1.00
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Assoc Pub Defender	10172	PD0200	10	10.00	10	10.00	10	10.00
Asst Pub Defender	10171	PD0100	32	31.50	32	31.50	32	31.50
Criminal Investigator	07279	SR0900	4	4.00	4	4.00	4	4.00
Criminal Investigator Chief	07206	SR1100	1	1.00	1	1.00	1	1.00
Deputy Public Defender	07205	PD0200	1	1.00	1	1.00	1	1.00
Law Clerk	02867	SR0800	4	2.00	4	2.00	4	2.00
Legal Secretary 1	02870	SR0700	1	1.00	1	1.00	1	1.00
Legal Secretary 2	07322	SR0800	8	8.00	8	8.00	8	8.00
Office Support Mgr	10119	SR0900	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	1	1.00	1	1.00	1	1.00
Paralegal	07343	SR0800	4	4.00	4	4.00	4	4.00
Program Mgr 2	07377	SR1200	1	1.00	1	1.00	1	1.00
Public Defender	03964	PD	1	1.00	1	1.00	1	1.00
Social Worker 3	04835	SR1000	2	2.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>73</b>	<b>70.50</b>	<b>73</b>	<b>70.50</b>	<b>73</b>	<b>70.50</b>
<b>* General Government Grants 32221</b>								
Social Work Assoc	01820	SR0700	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>
<b>Department Totals</b>			<b>74</b>	<b>71.50</b>	<b>74</b>	<b>71.50</b>	<b>74</b>	<b>71.50</b>



# 22 Juvenile Court Clerk—At a Glance

<b>Mission</b>	To provide those persons utilizing the services of the Juvenile Justice System with the highest level of efficient and courteous service in a manner which is fiscally responsible to all citizens of Metropolitan Nashville.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$1,746,500	\$1,845,900	\$1,614,200
	<b>Total Expenditures and Transfers</b>	<u>\$1,746,500</u>	<u>\$1,845,900</u>	<u>\$1,614,200</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 595,000
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	\$ 0	\$ 0	\$ 595,000
	Non-program Revenue	741,000	745,000	145,000
	Transfers From Other Funds and Units	0	0	0
	<b>Total Revenues</b>	<u>\$ 741,000</u>	<u>\$ 745,000</u>	<u>\$ 740,000</u>
<b>Positions</b>	Total Budgeted Positions	36	37	33
<b>Contacts</b>	Juvenile Court Clerk: Vic Lineweaver email: VicLineweaver@jjs.nashville.org Financial Manager: Matt Drury email: MattDrury@jjs.nashville.org  Juvenile Justice Center 100 Woodland Street 37213 Phone: 862-7983 FAX: 862-7982			

## Organizational Structure



# 22 Juvenile Court Clerk—At a Glance

## Budget Highlights FY 2009

• Pay Plan/Fringe Amounts	\$ 13,100
• Staff Reduction	(158,700)
	(4 FTEs)
• Administrative Cost Reduction	(11,900)
• Fringe Benefit Savings	(34,200)
• Elected Official Salary Increase	6,200
• Safety & Risk Management Elimination	(9,300)
• Internal Service Eliminations:	
• Finance Charge	(8,900)
• Human Resources Charge	(13,000)
• Shared Business Office Charge	(1,400)
• Metro Payment Services Charge	(1,800)
• Customer Call Center Charge	(2,900)
• Internal Audit Charge	(900)
• Internal Service Charges:	
• Information Systems Charge	(9,200)
• Facilities Maintenance & Security Charge	600
• Postal Service Charge	1,600
• Fleet Management	(800)
• Surplus Property Charge	(200)
Total	(\$231,700)
	(4 FTEs)

## Overview

### JUVENILE COURT CLERK

The Juvenile Court Clerk is responsible for keeping all records of the Court. The Clerk's Office maintains separate minutes, dockets and records for all matters pertaining to Juvenile Court proceedings. In addition, this office collects payments, fines and restitutions and maintains accounts of \$1.8 million for child victim criminal injury. The Clerk's staff files litigation and paternity petitions, sets Court costs and dates and files all motions. The Juvenile Court Clerk is an elected official and maintains a separate budget from the Juvenile Court.

### MINUTES

Maintains official Court Record at all Juvenile Court Hearings. Performs data entry of outcomes into computer system. Places Court orders into physical Court files and other statutorily required binders. Types Court Orders as necessary.

### CASE PREPARATION/DOCKETS

Maintains the electronic and physical listing of all cases to be heard. Prepares files and new filings for Court Hearings. Ensures that files are properly replaced in storage units.

### RECORDS

Handles all documents received whether by fax, mail, or hand-delivery. Time/date stamp filings for the record. Enters new filing data into the computer system. Answers citizens' questions on the telephone and in person. Issues all summons, subpoena, etc.

### HUMAN RESOURCES/PAYROLL

Processes all paperwork associated with all personnel. Disseminates human resource information to employees. Enters human resources/payroll information into EBS

system. Maintains personnel records for all employees. Tracks leave time accumulated and used.

### BUDGET

Provides analysis and tracking of all revenue and expense items. Prepares materials for Budget Hearings and other Budget information requests.

### PROCUREMENT

Procures all equipment and materials in compliance with Metro Procurement Code and in conjunction with Financial Operations and Purchasing.

### INFORMATION TECHNOLOGY

Oversees all automation and technology systems used in office operations. Analyzes useful technologies, researches costs and benefits; establishes requirements; oversees development; manages conversion, training and implementation of all new technologies to be used. Works in cooperation with Justice Information Systems (JIS) on all design, implementation, and enhancements issues of the new Juvenile Information Management System (JIMS). Works with ITS and State agencies on other computer issues related to office operations.

### COLLECTIONS AND DISBURSEMENTS

The Juvenile Court Clerk's office collects monies for filing fees, court cost, restitution, fines, and drug test fees from individuals as assessed by the Court or through state statute. The money collected is either sent to victims in the case of restitution or forwarded to Metro as revenue.



### CHILD SUPPORT

All court ordered child support payments are entered on a state supported system. Payments are received via mail or paid in cash at the payment window located on the lower level of the Juvenile Justice Center. Payments are processed and checks are issued either through the Clerk's Office or transmitted to the State of Tennessee for disbursement.

### VICTIM'S COMPENSATION

Payments granted through the State of Tennessee from the Victim's Compensation Fund for juveniles are issued to the victim and the Juvenile Court Clerk's office. The funds are placed in an interest-bearing savings account in the child's name and the Clerk listed as custodian of the account. The money is released to the juvenile at age 18 or a motion to encroach can be filed by the guardian of the child for funds in emergency cases.

### AUDIT

An individual audit firm performs an audit on the Juvenile Court Clerk's Office yearly. This office works with the auditor in providing necessary dockets, files or explanations that are needed to issue the audit.

## 22 Juvenile Court Clerk—Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>JUVENILE COURT CLERK</b>					
1. Increase revenue collections	Amount of revenue collected	\$741,000	\$566,198	\$745,000	\$740,000
2. Increase collection of non-child support commission revenue through use of computerized information (integrated in JISM).	Non-Child Support Commission Revenue Collected	NR	NR	NR	NR

# 22 Juvenile Court Clerk—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,554,100	1,495,494	1,646,100	1,472,500
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	2,757	0	0
Travel, Tuition, and Dues	3,500	7,816	5,800	5,800
Communications	13,200	33,860	13,000	13,000
Repairs and Maintenance Services	24,500	15,433	19,400	19,400
Internal Service Fees	123,300	123,174	130,400	93,500
<b>TOTAL OTHER SERVICES</b>	<b>164,500</b>	<b>183,040</b>	<b>168,600</b>	<b>131,700</b>
Other Expense	27,900	34,278	31,200	10,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,746,500</b>	<b>1,712,812</b>	<b>1,845,900</b>	<b>1,614,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,746,500</b>	<b>1,712,812</b>	<b>1,845,900</b>	<b>1,614,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	444,654	0	595,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>444,654</b>	<b>0</b>	<b>595,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	741,000	121,544	745,000	145,000
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>741,000</b>	<b>121,544</b>	<b>745,000</b>	<b>145,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>741,000</b>	<b>566,198</b>	<b>745,000</b>	<b>740,000</b>

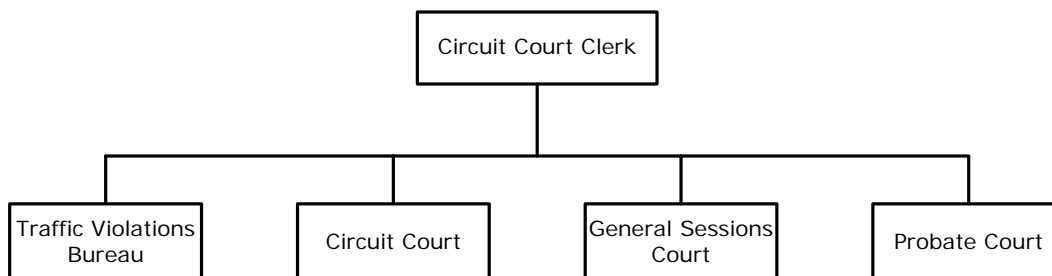
## 22 Juvenile Court Clerk–Financial

	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Ct Clerk	01340	SR0600	6	6.00	7	7.00	7	7.00
Finance Officer 1	10150	SR0800	1	1.00	1	1.00	1	1.00
Juvenile Ct Clerk	07083		1	1.00	1	1.00	1	1.00
Office Support Mgr	10119	SR0900	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10120	SR0400	16	15.00	16	15.00	12	11.00
Office Support Rep 2	10121	SR0500	4	4.00	4	4.00	4	4.00
Office Support Rep 3	10122	SR0600	4	4.00	4	4.00	4	4.00
Seasonal/Part-time/Temporary	09020		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>36</b>	<b>35.00</b>	<b>37</b>	<b>36.00</b>	<b>33</b>	<b>32.00</b>
<b>Department Totals</b>			<b>36</b>	<b>35.00</b>	<b>37</b>	<b>36.00</b>	<b>33</b>	<b>32.00</b>

## 23 Circuit Court Clerk–At a Glance

<b>Mission</b>	<p>To serve the eight Circuit Courts, the Civil Division of the General Sessions Court, the Metropolitan Traffic Courts, and the public as a record keeping office; to file and maintain all records associated with Civil Court cases; to collect, disburse and report on funds according to state statutes and court orders.</p> <p>The clerk's salary is set by state law (TCA 8-24-102); deputies' salaries are set pursuant to TCA 8-20-101.</p>																																																						
<b>Budget Summary</b>	<table border="1"> <thead> <tr> <th></th> <th style="text-align: center;"><u>2006-07</u></th> <th style="text-align: center;"><u>2007-08</u></th> <th style="text-align: center;"><u>2008-09</u></th> </tr> </thead> <tbody> <tr> <td><b>Expenditures and Transfers:</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td>GSD General Fund</td> <td style="text-align: right;">\$ 9,567,800</td> <td style="text-align: right;">\$ 9,609,700</td> <td style="text-align: right;">\$ 4,406,300</td> </tr> <tr> <td><b>Total Expenditures and Transfers</b></td> <td style="text-align: right;"><u>\$ 9,567,800</u></td> <td style="text-align: right;"><u>\$ 9,609,700</u></td> <td style="text-align: right;"><u>\$ 4,406,300</u></td> </tr> <tr> <td><b>Revenues and Transfers:</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Program Revenue</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Charges, Commissions, &amp; Fees</td> <td style="text-align: right;">\$ 8,000,000</td> <td style="text-align: right;">\$ 8,000,000</td> <td style="text-align: right;">\$ 5,000,000</td> </tr> <tr> <td>Other Governments and Agencies</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Other Program Revenue</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> <tr> <td><b>Total Program Revenue</b></td> <td style="text-align: right;">\$ 8,000,000</td> <td style="text-align: right;">\$ 8,000,000</td> <td style="text-align: right;">\$ 5,000,000</td> </tr> <tr> <td>Non-program Revenue</td> <td style="text-align: right;">7,283,500</td> <td style="text-align: right;">7,283,500</td> <td style="text-align: right;">6,715,000</td> </tr> <tr> <td>Transfers From Other Funds and Units</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> <tr> <td><b>Total Revenues</b></td> <td style="text-align: right;"><u>\$15,283,500</u></td> <td style="text-align: right;"><u>\$15,283,500</u></td> <td style="text-align: right;"><u>\$11,715,000</u></td> </tr> </tbody> </table>				<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<b>Expenditures and Transfers:</b>				GSD General Fund	\$ 9,567,800	\$ 9,609,700	\$ 4,406,300	<b>Total Expenditures and Transfers</b>	<u>\$ 9,567,800</u>	<u>\$ 9,609,700</u>	<u>\$ 4,406,300</u>	<b>Revenues and Transfers:</b>				Program Revenue				Charges, Commissions, & Fees	\$ 8,000,000	\$ 8,000,000	\$ 5,000,000	Other Governments and Agencies	0	0	0	Other Program Revenue	0	0	0	<b>Total Program Revenue</b>	\$ 8,000,000	\$ 8,000,000	\$ 5,000,000	Non-program Revenue	7,283,500	7,283,500	6,715,000	Transfers From Other Funds and Units	0	0	0	<b>Total Revenues</b>	<u>\$15,283,500</u>	<u>\$15,283,500</u>	<u>\$11,715,000</u>
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<b>Positions</b>	<table border="1"> <tr> <td>Total Budgeted Positions</td> <td style="text-align: center;">59</td> <td style="text-align: center;">58</td> <td style="text-align: center;">54</td> </tr> </table>			Total Budgeted Positions	59	58	54																																																
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<b>Contacts</b>	<p>Circuit Court Clerk: Richard Rooker                      email: rickyrooker@jis.nashville.org          Financial Manager: Michelle Sawyer                      email: michellesawyer@jis.nashville.org</p> <p>1 Public Square, Room 302 37201                      Phone: 862-5181      FAX: 862-5191</p>																																																						

### Organizational Structure



# 23 Circuit Court Clerk—At a Glance

## Budget Highlights FY 2009

Pay Plan/Fringe Amounts	\$ 18,800
FY08 Non-Recurring Traffic Management Software Improvement	(172,800)
Fee Account Expense Reduction	(5,000,000)
Recommended 5% Reduction	(160,300)
	(4 FTEs)
Fringe Adjustment	81,000
Traffic Management Software Maintenance	172,800
Elimination of Safety & Risk Management Premiums	(30,100)
Internal Service Eliminations:	
• Finance Charge	(30,800)
• Human Resources Charge	(28,600)
• Shared Business Office Charge	(10,800)
• Customer Call Center Charge	(36,000)
• Internal Audit Charge	(5,600)
Internal Service Charges:	
• Information Systems Charge	(3,500)
• Facilities Maintenance & Security Charge	(24,800)
• Fleet Management Charge	200
• Postal Service Charge	28,700
• Radio Service Charge	(400)
• Surplus Property Charge	(1,200)
Total	<u>\$ (5,203,400)</u>
	<u>(4 FTEs)</u>

\*The FY 2008-09 GSD General Fund Budget appropriation eliminates \$5,000,000 in estimated expenditures that are paid directly from the Circuit Court Clerk's fee account previously included in the Circuit Court Clerk's budget presentation in FY 2007-08.

## Overview

### TRAFFIC VIOLATIONS BUREAU

The Traffic Violations Bureau is responsible for processing traffic and parking tickets, along with Health Department and Codes Department violations. This office prepares and calls dockets for Traffic Court and General Sessions Court and processes payments for violations.

### CIRCUIT COURT

The Circuit Court Clerk's Office maintains the minutes of the eight Circuit Courts. This office files civil cases, domestic cases, condemnations and adoptions, and is responsible for maintaining trust funds, disbursing child support, alimony and garnishment payments.

The office pays salaries and fringe benefits from gross fees collected. Excess fees are remitted as revenue to the Metropolitan Government.



### GENERAL SESSIONS COURT

The General Sessions Civil Division files and maintains three types of records: records for civil cases under \$25,000, records for orders of protection, and records for emergency committals. This office also prepares and calls, in open court, the docket for 17 civil dockets per week, and is responsible for receiving and disbursing garnishment payments on judgments.

The office pays salaries and fringe benefits from gross fees collected. Excess fees are remitted as revenue to the Metropolitan Government.

### PROBATE COURT

The Probate Court Clerk's Office records appointments of administrators and executors, probates wills, files guardianships and conservatorships, maintains trust funds, and conducts the duties of the Probate Master.

The office pays salaries and fringe benefits from gross fees collected. Excess fees are remitted as revenue to the Metropolitan Government.

## 23 Circuit Court Clerk—Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget	
<b>TRAFFIC VIOLATIONS BUREAU</b>						
1. Process, record and maintain all records for Metro traffic and ordinance violations in an efficient and timely manner.	a. Moving tickets issued	210,000	164,584	150,000	135,000	
	b. Parking tickets issued	61,000	59,473	58,000	55,000	
<b>CIRCUIT COURT AND GENERAL SESSIONS COURT</b>						
1. Receive and disburse promptly and efficiently court ordered child support payments and maintain official court records.	a. Child support payments received	8,500	4,778	5,200	3,500	
	b. Child support checks issued	8,500	4,778	5,200	3,500	
	c. Turnaround between receipt and disbursement of child support: Cashier's checks/money orders Wage assignments Personal checks		Same day	Same day	Same day	Same day
			Same day	Same day	Same day	Same day
			10 days	10 days	10 days	10 days
2. File efficiently and maintain all records in civil and domestic cases for the Circuit Courts and the General Sessions Civil Division.	a. Cases filed in Circuit Court	10,500	9,267	9,500	9,500	
	b. Cases filed in General Sessions Civil Division	48,000	49,729	48,000	48,500	
<b>PROBATE COURT</b>						
1. File efficiently and maintain all records regarding cases for the Probate Court.	Cases filed in Probate Court	1,900	2,060	2,000	2,000	



# 23 Circuit Court Clerk—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	7,380,100	7,828,510	7,431,700	2,921,200
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	366	0	0
Communications	119,400	197,974	124,300	124,300
Repairs and Maintenance Services	202,200	17,952	197,300	197,300
Internal Service Fees	1,247,000	1,211,371	1,235,200	1,122,400
<b>TOTAL OTHER SERVICES</b>	<b>1,568,600</b>	<b>1,427,663</b>	<b>1,556,800</b>	<b>1,444,000</b>
Other Expense	619,100	1,196,745	621,200	41,100
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>9,567,800</b>	<b>10,452,918</b>	<b>9,609,700</b>	<b>4,406,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>9,567,800</b>	<b>10,452,918</b>	<b>9,609,700</b>	<b>4,406,300</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	8,000,000	11,233,017	8,000,000	5,000,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>8,000,000</b>	<b>11,233,017</b>	<b>8,000,000</b>	<b>5,000,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	7,283,500	7,904,317	7,283,500	6,715,000
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>7,283,500</b>	<b>7,904,317</b>	<b>7,283,500</b>	<b>6,715,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>15,283,500</b>	<b>19,137,334</b>	<b>15,283,500</b>	<b>11,715,000</b>

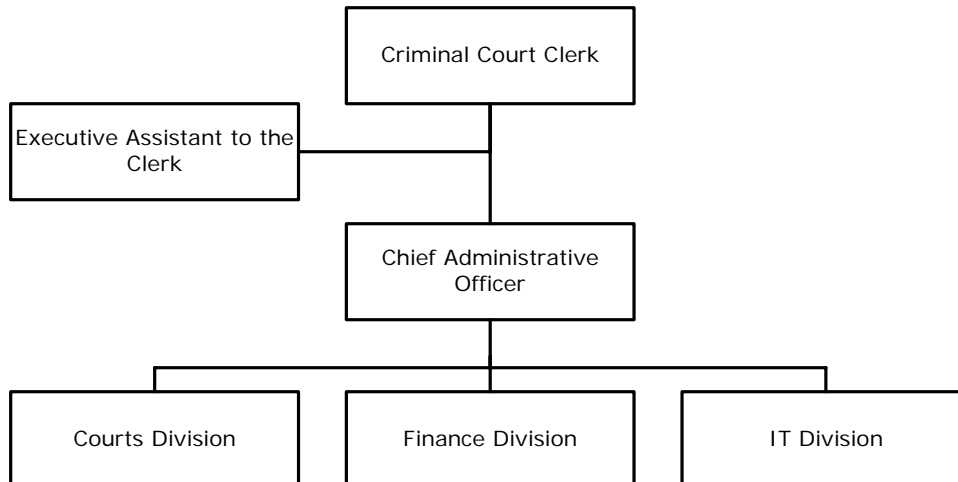
# 23 Circuit Court Clerk–Financial

	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	3	3.00	3	3.00	3	3.00
Admin Svcs Officer 2	07243	SR0800	2	2.00	2	2.00	2	2.00
Admin Svcs Officer 3	07244	SR1000	2	2.00	2	2.00	2	2.00
Chief Dpty Clerk-Gen Sess Ct	01056		1	1.00	1	1.00	1	1.00
Computer Operations Shift Supv	01302	SR1100	1	1.00	1	1.00	1	1.00
Ct Clerk	01340	SR0600	7	7.00	7	7.00	7	7.00
Data Entry Operator 1	02760	SR0400	2	2.00	2	2.00	2	2.00
Data Entry Operator 2	04600	SR0500	5	5.00	5	5.00	5	5.00
Finance Officer 3	10152	SR1200	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10120	SR0400	10	10.00	9	9.00	8	8.00
Office Support Rep 2	10121	SR0500	3	3.00	3	3.00	3	3.00
Office Support Rep 3	10122	SR0600	4	4.00	4	4.00	4	4.00
Steno Clerk 2	04840	SR0500	2	2.00	2	2.00	2	2.00
Warrant Officer 1	07419	SR0800	14	14.00	14	14.00	11	11.00
Warrant Officer 2	05340	SR0900	2	2.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>59</b>	<b>59.00</b>	<b>58</b>	<b>58.00</b>	<b>54</b>	<b>54.00</b>
<b>Department Totals</b>			<b>59</b>	<b>59.00</b>	<b>58</b>	<b>58.00</b>	<b>54</b>	<b>54.00</b>

# 24 Criminal Court Clerk—At a Glance

<b>Mission</b>	<p>The Criminal Court Clerk of Nashville, Davidson County, Tennessee is responsible to perform the clerical duties for the operation of the criminal courts, both General Sessions Court and State Trial Court. The Clerk is responsible for record management, both hard copy and electronic, and prepares the minutes (official record) for the Criminal Trial Court.</p> <p>Upon conclusion of cases, the Clerk calculates court costs and begins the collection of them, as required by statute. The Clerk prepares all cases under appeal for the Court of Criminal Appeals. The Criminal Court Clerk is also the custodian of all evidence submitted in the State Trial Courts.</p>			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$6,142,800	\$6,369,700	\$5,785,400
	Special Purpose Fund	0	0	31,000
	<b>Total Expenditures and Transfers</b>	<u>\$6,142,800</u>	<u>\$6,369,700</u>	<u>\$5,816,400</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$2,100,200	\$2,156,200	\$2,240,000
	Other Governments and Agencies	1,238,300	1,304,900	1,341,000
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	<u>\$3,338,500</u>	<u>\$3,461,100</u>	<u>\$3,581,000</u>
	Non-program Revenue	2,236,300	2,330,100	2,639,100
	Transfers From Other Funds and Units	0	0	0
	<b>Total Revenues</b>	<u>\$5,574,800</u>	<u>\$5,791,200</u>	<u>\$6,220,100</u>
<b>Positions</b>	Total Budgeted Positions	96	96	89
<b>Contacts</b>	<p>Criminal Court Clerk: David C. Torrence      email: davidtorrence@jjs.nashville.org          Financial Manager: Tommy Bradley              email: tommy.bradley@nashville.gov</p> <p>408 2<sup>nd</sup> Avenue North, Suite 2120                  Phone: 862-5611      FAX: 313-9002          Nashville, TN 37201                                  Web Address: ccc.nashville.gov</p>			

## Organizational Structure



# 24 Criminal Court Clerk—At a Glance

## Budget Highlights FY 2009

Recommended 5% Reduction	\$(288,700)
	(7 FTEs)
Fringe Adjustment	(166,700)
Elected Official Salary Increase	5,500
Elimination of Safety & Risk Management Premiums	(21,400)
Internal Service Eliminations:	
• Finance Charge	(18,800)
• Human Resources Charge	(28,000)
• Shared Business Office Charge	(4,800)
• Customer Call Center Charge	(29,500)
• Internal Audit Charge	(3,100)
Internal Service Charges:	
• Information Systems Charge	(13,800)
• Facilities Maintenance & Security Charge	(10,500)
• Postal Service Charge	5,600
• Fleet Management Charge	(9,400)
• Surplus Property Charge	(700)
	\$ (584,300)
	(7 FTEs)
Total Changes to General Fund	\$31,000
Total Changes to Special Purpose Funds	\$553,300
	(7 FTEs)
	\$553,300
	(7 FTEs)

## Overview

### ADMINISTRATIVE/OPERATIONS DIVISION

The Administrative/Operations Division provides administrative and operational support to the Office. This division maintains office supplies, processes EBS payables, manages payroll and other employee related issues, and coordinates Metro related charities and employee training.



### COURTS DIVISION

The Court Division provides 3 levels of support: warrant and bond processing support, case processing and public service support, and in-court clerk support. This division issues arrest warrants, maintains bond records, and manages dockets, calendars, case assignments/filings, minutes of the courts, subpoenas, and jail/prison committals and releases. It maintains the records of the courts of criminal jurisdiction, including state traffic, Tennessee Wildlife Resources Association and Public Service Commission violations.



### FINANCE DIVISION

The Finance Division calculates, collects and disburses court costs and fines related to criminal cases.

### IT DIVISION

The IT Division provides office support and technical assistance for criminal court related data, including network security and proactive solutions to satisfy the needs of the justice community.

## 24 Criminal Court Clerk—Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>COURTS DIVISION</b>					
1. Criminal Court Records Management (Trial Court and General Sessions Court)	a. Bonds posted	18,000	26,948	25,000	28,000
	b. Criminal warrants	53,000	55,567	49,000	55,000
	c. State traffic tickets	9,000	7,151	9,000	5,000
	d. Criminal Court files	5,700	5,187	8,400	8,900
	e. Expungements	NR	4,873	5,200	6,000
	f. State citations	NR	NR	32,000	38,000
	g. Capias served	NR	NR	11,000	11,500
<b>FINANCE DIVISION</b>					
1. Criminal background checks	Criminal record checks	NR	NR	51,500	52,000
2. Customer information	Customer service calls	NR	NR	94,000	99,000
3. Fine/Court Cost Collection	a. Fines/court cost collection	NR	NR	\$2.3M	\$2.5M
	b. Receipts written	NR	NR	43,000	47,000

NOTE: Measures have been updated to reflect current operations of the Criminal Court Clerk

# 24 Criminal Court Clerk—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	5,391,800	5,363,813	5,630,400	5,180,500
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	11,900	10,545	9,400	9,400
Travel, Tuition, and Dues	9,300	6,011	8,100	8,100
Communications	53,200	102,097	66,700	66,700
Repairs and Maintenance Services	6,000	1,259	2,500	2,500
Internal Service Fees	547,100	548,499	535,100	422,100
<b>TOTAL OTHER SERVICES</b>	<b>627,500</b>	<b>668,411</b>	<b>621,800</b>	<b>508,800</b>
Other Expense	123,500	110,572	117,500	96,100
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>6,142,800</b>	<b>6,142,796</b>	<b>6,369,700</b>	<b>5,785,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>6,142,800</b>	<b>6,142,796</b>	<b>6,369,700</b>	<b>5,785,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	2,100,200	2,570,877	2,156,200	2,240,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	1,238,300	1,282,086	1,304,900	1,341,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>1,238,300</b>	<b>1,282,086</b>	<b>1,304,900</b>	<b>1,341,000</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>3,338,500</b>	<b>3,852,963</b>	<b>3,461,100</b>	<b>3,581,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	29,200	33,381	30,700	0
Fines, Forfeits, & Penalties	2,207,100	2,768,085	2,299,400	2,608,100
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>2,236,300</b>	<b>2,801,465</b>	<b>2,330,100</b>	<b>2,608,100</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,574,800</b>	<b>6,654,429</b>	<b>5,791,200</b>	<b>6,189,100</b>

# 24 Criminal Court Clerk—Financial

## Special Purpose Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	0	0	0	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	31,000
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	31,000
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,000</b>

## 24 Criminal Court Clerk—Financial

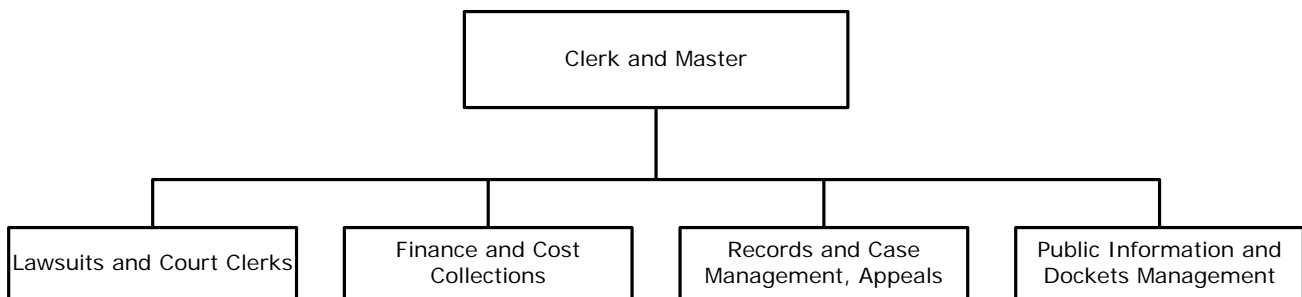
	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Chief Dpty Clerk-Gen Sess Ct	01056		1	1.00	1	1.00	1	1.00
Criminal Ct Clerk	01358		1	1.00	1	1.00	1	1.00
Deputy Criminal Ct Clerk 1	06502		6	6.00	6	6.00	6	6.00
Deputy Criminal Ct Clerk 2	06503		14	14.00	14	14.00	14	14.00
Deputy Criminal Ct Clerk 3	06504		18	18.00	18	18.00	18	18.00
Deputy Criminal Ct Clerk 4	06505		21	21.00	21	21.00	20	20.00
Deputy Criminal Ct Clerk 5	06506		29	29.00	29	29.00	24	24.00
Deputy Criminal Ct Clerk 6	06560		3	3.00	3	3.00	3	3.00
Deputy Criminal Ct Clerk 7	06696		3	3.00	3	3.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>96</b>	<b>96.00</b>	<b>96</b>	<b>96.00</b>	<b>89</b>	<b>89.00</b>
<b>Department Totals</b>			<b>96</b>	<b>96.00</b>	<b>96</b>	<b>96.00</b>	<b>89</b>	<b>89.00</b>



# 25 Clerk and Master of the Chancery Court—At a Glance

<b>Mission</b>	To administer the caseload for four Chancellors including maintenance of books, records and case files; to collect and report substantial revenue from delinquent taxes and court costs; to issue process and invest funds held as trustee as an arm of the Chancery Court; to provide public records and information to citizens.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-08</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$1,907,800	\$1,999,700	\$1,845,600
	<b>Total Expenditures and Transfers</b>	<u>\$1,907,800</u>	<u>\$1,999,700</u>	<u>\$1,845,600</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$1,077,700	\$1,148,000	\$1,638,000
	Other Governments and Agencies	0	0	0
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Program Revenue</b>	\$1,077,700	\$1,148,000	\$1,638,000
	Non-Program Revenue	516,500	470,900	675,300
	Transfers From Other Funds & Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$1,594,200</u>	<u>\$1,618,900</u>	<u>\$2,313,300</u>
<b>Positions</b>	Total Budgeted Positions	22	22	21
<b>Contacts</b>	Clerk & Master: Cristi Scott Financial Manager: Vicki Bailey  1 Public Square, Suite 308 37201		email: cristiscott@jis.nashville.org email: vickibailey@jis.nashville.org  Phone: 862-5710 FAX: 862-5722	

## Organizational Structure



# 25 Clerk and Master of the Chancery Court—At a Glance

## Budget Highlights FY 2009

Recommended 5% Reduction	\$ (77,300)
	(1 FTE)
Fringe Adjustment	(34,700)
Elected Official Salary Increase	5,000
Elimination of Safety & Risk Management Premiums	(6,900)
Internal Service Eliminations:	
• Finance Charge	(8,200)
• Human Resources Charge	(6,200)
• Shared Business Office Charge	(600)
• Metro Payment Services Charge	(1,800)
• Customer Call Center Charge	(3,100)
• Internal Audit Charge	(1,000)
Internal Service Charges:	
• Information Systems Charge	(8,800)
• Facilities Maintenance & Security Charge	(9,600)
• Postal Service Charge	(700)
• Surplus Property	(200)
Total	<u>\$ (154,100)</u>
	<u>(1 FTE)</u>

## Overview

### CLERK AND MASTER

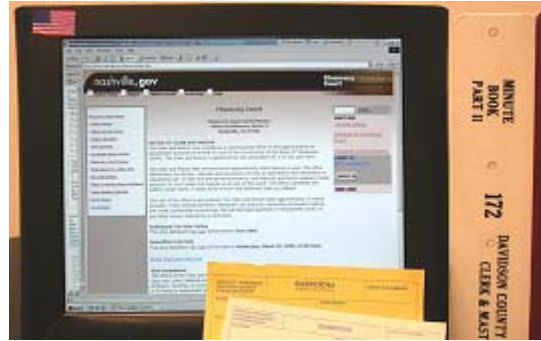
The Clerk and Master serves the four elected chancellors, performs judicial duties pursuant to state law and the Metro Charter, conducts hearings as judicial officer, writes reports of findings to the chancellors upon referred cases, and oversees a staff of 20 clerks.

### LAWSUITS AND COURT CLERKS

The Lawsuits Division administers judicial dockets and calendars of over 4,000 cases annually. Court clerks assist the chancellors in preparation of cases, maintaining calendars of cases and assistance in court.

## FINANCE AND COST COLLECTIONS

The Finance and Cost Collections Division sells real estate and personal property by court order, collects court fees and costs, maintains trust funds, and deposits and remits judgments as an arm of Chancery Court.



## RECORDS AND CASE MANAGEMENT, APPEALS

The Records and Dockets Management Division keeps and manages records of Chancery Court according to state law, prepares and transmits all cases on appeal, and assists chancellors in caseload management.

## PUBLIC INFORMATION AND DOCKETS MANAGEMENT

Serves the public by accepting all court documents, serves judicial process, and provides information via the internet. Administers motions and trial dockets of chancellors.

# 25 Clerk and Master of the Chancery Ct–Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>CLERK AND MASTER</b>					
1. Accept, manage and resolve issues referred to the Clerk and Master by the Chancellors.	Hearings/mediations concluded by the Clerk and Master	45	47	45	50
<b>LAWSUITS AND COURT CLERKS</b>					
1. Administer and calendar all lawsuits.	a. Court cases filed	3,300	2,984	3,300	3,000
	b. Court cases resolved by final order	3,900	3,312	3,500	3,500
<b>FINANCE AND COST COLLECTIONS</b>					
1. Collect all court costs mandated by state statute.	Fees/commissions collected	\$1,077,000	\$1,538,000	\$1,148,000	\$1,638,000
2. Process and manage delinquent and real property tax lawsuits so that taxes due can be justly adjudicated and collected.	a. Delinquent real property taxes collected	\$5,500,000	\$6,300,000	\$4,900,000	\$5,800,000
	b. Advertised sales of real property for tax collection	550	392	500	550
	c. Real Property parcels addressed in delinquent tax lawsuit	4,000	4,280	3,500	3,800
2. Process and manage delinquent personalty tax lawsuit so that taxes due can be justly adjudicated and collected.	Delinquent personalty taxes collected	0	1,100,000	0	1,100,000
<b>RECORDS AND CASE MANAGEMENT</b>					
1. Keeps and manages records of Chancery Court according to state law, prepares and transmits all cases on appeal, and assists chancellors in caseload management.	a. Copies made as requested by parties, lawyers and public officials and citizens	210,000	210,000	210,000	215,000
	b. Cubic feet of permanent records maintained annually	8,600	8,600	8,900	9,200
2. Prepare and transmit all cases on appeal.	Court records prepared and transmitted on appeal	100	90	100	120
<b>PUBLIC INFORMATION AND DOCKETS MANAGEMENT</b>					
1. Serve as public information center for lawyers, public officials, litigants, judges, and citizens	a. Direct services to walk in citizens	40,000	45,000	40,000	50,000

# 25 Clerk and Master of the Chancery Court—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,383,800	1,302,671	1,462,800	1,385,300
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	27,600	4,196	26,600	26,600
Travel, Tuition, and Dues	12,700	8,654	12,700	12,700
Communications	8,400	8,404	11,900	11,900
Repairs and Maintenance Services	9,600	7,447	9,600	9,600
Internal Service Fees	438,300	434,131	447,400	407,200
<b>TOTAL OTHER SERVICES</b>	<b>496,600</b>	<b>462,832</b>	<b>508,200</b>	<b>468,000</b>
Other Expense	27,200	28,986	28,500	7,700
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,907,600</b>	<b>1,794,489</b>	<b>1,999,500</b>	<b>1,845,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,907,800</b>	<b>1,794,489</b>	<b>1,999,700</b>	<b>1,845,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	1,077,700	1,538,466	1,148,000	1,638,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>1,077,700</b>	<b>1,538,466</b>	<b>1,148,000</b>	<b>1,638,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	459,000	548,191	415,200	623,200
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	57,500	52,674	55,700	52,100
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>516,500</b>	<b>600,864</b>	<b>470,900</b>	<b>675,300</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,594,200</b>	<b>2,139,330</b>	<b>1,618,900</b>	<b>2,313,300</b>

# 25 Clerk and Master of the Chancery Court—Financial

	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Clerk & Master	01205		1	1.00	1	1.00	1	1.00
Deputy Clerk & Master I	06302		16	16.00	16	16.00	15	15.00
Seasonal/Part-time/Temporary	09020		1	1.00	1	1.00	1	1.00
Supervisor Clerk & Maste	06303		4	4.00	4	4.00	4	4.00
<b>Total Positions &amp; FTE</b>			<b>22</b>	<b>22.00</b>	<b>22</b>	<b>22.00</b>	<b>21</b>	<b>21.00</b>
<b>Department Totals</b>			<b>22</b>	<b>22.00</b>	<b>22</b>	<b>22.00</b>	<b>21</b>	<b>21.00</b>

# 26 Juvenile Court-At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$11,326,200	\$11,888,000	\$12,145,900	
Special Purpose Fund	1,692,100	1,553,400	46,000	
<b>Total Expenditures and Transfers</b>	<b>\$13,018,300</b>	<b>\$13,441,400</b>	<b>\$12,191,900</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 500	
Other Governments and Agencies	1,773,200	1,629,300	634,100	
Other Program Revenue	0	0	0	
<b>Total Program Revenue</b>	<b>\$1,773,200</b>	<b>\$1,629,300</b>	<b>\$634,600</b>	
Non-program Revenue	15,000	31,000	31,000	
Transfers From Other Funds and Units	507,000	512,200	0	
<b>Total Revenues</b>	<b>\$2,295,200</b>	<b>\$2,172,500</b>	<b>\$665,600</b>	
<b>Positions</b>	Total Budgeted Positions	150	142	139
<b>Contacts</b>	Juvenile Court Judge: Betty Adams Green      email: NA Financial Manager: Phoebe Johnson              email: phoebejohnson@jis.nashville.org  Juvenile Justice Center 100 Woodland Street 37213                          Phone: 862-8000      FAX: 862-7143			

## Line of Business and Program

### Family Accountability

- Juvenile Drug Court
- Police/Probation Partnership
- Nashville Gang Probation
- Supervised Probation
- Unruly Child Program
- Truancy Reduction/Educational Neglect
- Misdemeanor and Citation

### Child/Family Protection and Advocacy

- Neglect/Dependency Intervention
- Family Drug Court
- Orders of Protection
- Foster Care Review Board (FCRB)

### Parentage/Child Support

- Parentage/Child Support

### Juvenile Court Pretrial

- Juvenile Diverted
- Juvenile Pretrial Services

### Juvenile Detention Center

- Metro Juvenile Detention Center

### Security and Service of Process

- Juvenile Court Safety and Security
- Service of Process

### Judicial Actions

- Judicial Actions

### Administrative

- Non-allocated Financial Transactions
- Human Resources
- Finance
- Records Management
- Executive Leadership

# 26 Juvenile Court-At a Glance



<p><b>Mission</b></p>	<p>The mission of the Juvenile Court is to provide judicial decisions, safety, support, and guidance products to children and families who come in contact with the Court so they can become productive members of our community.</p>
<p><b>Goals</b></p>	<p>By 2008, children and their families will experience timely scheduling and attention of their cases and delivery of identified and/or court-ordered services as indicated by:</p> <ul style="list-style-type: none"> <li>• 85% of cases scheduled in a timely manner within federal and state mandates</li> <li>• 85% of children and families receiving identified and/or court-order services in a timely manner (i.e. meets or exceeds definition of "substantial compliance")</li> </ul> <p>By the year 2008, children and families of Davidson County will experience uninterrupted delivery of essential core services as evidenced by:</p> <ul style="list-style-type: none"> <li>• 85% of children/families who receive uninterrupted delivery or core essential services</li> </ul> <p>By the year 20XX, the children and families of Davidson County will experience more effective service delivery as evidenced by:</p> <ul style="list-style-type: none"> <li>• __% of children and families who receive targeted referrals as identified in assessment within 72 hours</li> <li>• __% of children and families receiving identified services</li> </ul> <p>By 2008, visitors and staff conducting business in and for Juvenile Court will experience enhanced security as evidenced by:</p> <ul style="list-style-type: none"> <li>• 90% of staff and visitors to Juvenile Court that have an incident-free experience</li> <li>• 90% of staff in the community who identify and respond properly to potential unsafe situations</li> </ul> <p>By 2008, customers of Juvenile Court and the community will experience improved timeliness, utilization of court resources, and decision-making for children and their families as evidenced by:</p> <ul style="list-style-type: none"> <li>• 90% of cases and events where required information (electronic and hardcopy) is available at the time needed</li> <li>• 90% of cases where the time from filing to disposition is 90 days or less, as per statutory requirements (standards)</li> <li>• 5% of cases delayed or continued due to unavailable information</li> </ul>

# 26 Juvenile Court-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Pay Plan/Fringe Amounts</b>	\$ 51,200	Supports the hiring and retention of a qualified workforce
<b>Misdemeanor and Citation</b>		
Reduce Community/Public Service Work Program	(88,400) (3 FTEs)	Reduces staffing for the public service work program.
<b>Parent/Child Support</b>		
Local Match Reduction	(83,100)	Reduce grant match, which is no longer needed to match decreased federal awards.
<b>Juvenile Drug Court</b>		
Juvenile Assessments	35,800	Provide assessments for juveniles involved in drug crimes.
<b>Supervised Probation</b>		
Gang Probation Specialist	103,700 2 FTEs	Maintains probation services as federal grant ends.
<b>Truancy Reduction/Educational Neglect</b>		
Enhanced Services	500,000	Provide enhanced truancy reduction and educational neglect services.
<b>Metro Juvenile Detention Center</b>		
Detention Center Contract	65,100	Required funds to meet contractual increase in cost.
<b>Judicial Actions</b>		
Orders of Protection	67,300 1.2 FTEs	Additional positions to provide the Orders of Protection program.
Elected Official Salary Increase	5,000	Provide state mandated salary increase.
<b>HR Program</b>		
Interpreter Services	15,000	Provide court interpreter services.
<b>Nonallocated Financial Transactions</b>		
Elimination of Safety & Risk Management Premiums	(55,600)	Elimination of charge for coverage of safety and risk management premiums and activities.
Fringe Benefit Savings	(194,300)	Savings realized through reduced cost for fringe benefits.
Finance Charge	(48,500)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(58,900)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(4,700)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(14,100)	Eliminate the charge for delivery of centralized payment services



# 26 Juvenile Court-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Customer Call Center Charge	\$ (4,400)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(6,800)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	1,000	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	5,000	Delivery of facility maintenance and associated security functions
Fleet Management Charge	(23,600)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(1,300)	Delivery of mail across the Metropolitan Government
Radio Service Charge	(6,200)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(1,300)	Handling and disposition of surplus property
General Services District Total	257,900 0.2 FTEs	
Special Purpose Fund Total	(1,507,400) (1.5 FTEs)	
<b>TOTAL</b>	<b>\$(1,249,500)</b> <b>(1.3 FTEs)</b>	

### Performance Information Highlights

#### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Juvenile Court for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	81%	13%	6%
Program Budget Dollars:	97%	2%	1%

# 26 Juvenile Court-At a Glance



**Family Accountability Line of Business** - The purpose of the Family Accountability Line of Business is to provide Judicial consequences and case management products to truant, unruly, and delinquent children and their families so they can remain in/return to the community without compromising community safety.

## Juvenile Drug Court Program

The purpose of the Juvenile Drug Court Program is to provide intensive case management, judicial monitoring, and treatment referral products to children with serious drug problems so they can address the underlying causes of their behavior by successfully completing the terms and conditions of their probation.

## Results Narrative

**Proposed Change in Funding:** \$35,800 GSD  
\$(88,500) Other

**Proposed Change in FTEs:** (1.50)

**Proposed Change in Performance:** The assessments conducted will be used by the Judicial Official and the Probation Officer to make better decisions about Drug Court participant's treatment plan.

**Other:** Proposed budget includes \$35,800 for juvenile assessments and a federal grant reduction of \$88,500.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$173,700	\$154,106	\$174,000	...	\$209,800
Special Purpose Fund	88,500	61,060	88,500	...	0
Total	\$262,200	\$215,166	\$262,500	...	\$209,800
<b>FTEs:</b> GSD General Fund	2.00	2.00	3.00	...	3.00
Special Purpose Fund	1.50	1.50	1.50	...	0.00
Total	3.50	3.50	4.50	...	3.00

## Results

Percentage of juveniles who successfully complete drug court conditions

	2007	2007	2008	2008	2009
	55%	34%	35%	45%	NR

## Police/Probation Partnership Program

The purpose of the Police/Probation Partnership Program is to provide curfew-monitoring products to juveniles on probation so they can demonstrate compliance with their court ordered curfew.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** There will be a 2% decrease in the key result measure in FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$56,600	\$56,459	\$56,600	...	\$56,600
<b>FTEs:</b> GSD General Fund	1.00	1.00	1.00	...	1.00

## Results

Percentage of curfew checks in which juveniles are in compliance with their curfew

	2007	2007	2008	2008	2009
	73%	NR	75%	72%	73%

# 26 Juvenile Court-At a Glance



## Nashville Gang Probation Program

The purpose of the Nashville Gang Probation Program is to provide gang education and intensive probation monitoring products to South Nashville children on supervised gang probation so they can decrease their gang involvement and drug activities.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTE:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$54,500	\$55,219	\$104,000	...	\$104,000
Special Purpose Fund	33,600	35,334	0	...	0
<b>Total</b>	\$88,100	\$90,553	\$104,000	...	\$104,000
<b>FTEs:</b> GSD General Fund	1.00	1.00	1.00	...	1.00
Special Purpose Fund	1.50	1.50	1.50	...	1.50
<b>Total</b>	2.50	2.50	2.50	...	2.50

### Results

Percentage of program participants who are not charged with felony or drug offenses while active in the program

NA 83% NR 91% 90%

## Supervised Probation Program

The purpose of the Supervised Probation Program is to provide supervision, referral and case management products to children on supervised probation and their families so they can avoid returning to the juvenile justice system.

## Results Narrative

**Proposed Change in Funding:** \$103,700 GSD  
 \$46,000 Other  
**Proposed Change in FTEs:** 2.00 GSD; 0.00 Other  
**Proposed Change in Performance:** An 8% decrease is expected for the result measure in FY09.  
**Other:** This improvement will allow Juvenile Court to serve the same number of persons it does currently as federal grant funding ends.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,792,500	\$1,952,328	\$1,777,500	...	\$1,881,200
Special Purpose Fund	152,400	109,248	0	...	46,000
<b>Total</b>	\$1,944,900	\$2,061,576	\$1,777,500	...	\$1,927,200
<b>FTEs:</b> GSD General Fund	31.25	31.25	36.87	...	38.87
Special Purpose Fund	1.00	1.00	1.00	...	1.00
<b>Total</b>	32.25	32.25	37.87	...	39.87

### Results

Percentage of juveniles who do not return to Juvenile Court on a new delinquency petition within 1 year of completion of conditions of probation

72% 71% 81% 72% 73%

# 26 Juvenile Court-At a Glance



## Unruly Child Program

The purpose of the Unruly Child Program is to provide assessment, needs based service, and judicial products to unruly children and their families so they can abide by the lawful commands of their parent or guardian.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$123,400	\$155,306	\$179,400	...	\$179,400
<b>FTEs:</b> GSD General Fund	2.25	2.25	2.25	...	2.25
<b>Results</b>					
Percentage of children in compliance of their unruly valid court order	82%	64%	80%	91%	NR

## Truancy Reduction/Educational Neglect Program

The purpose of the Truancy Reduction/Educational Neglect Program is to provide truancy reduction and attendance compliance products to school aged children so they can remain in school.

## Results Narrative

**Proposed Change in Funding:** \$500,000 GSD  
 \$(23,700) Other  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Provide enhanced truancy reduction and educational neglect services.  
**Other:** Proposed budget will fund a truancy center.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$439,100	\$368,465	\$425,500	...	\$925,500
Special Purpose Fund	24,000	52,930	23,700	...	0
<b>Total</b>	\$463,100	\$421,395	\$449,200	...	\$925,500
<b>FTEs:</b> GSD General Fund	4.25	4.25	4.25	...	4.25
Special Purpose Fund	3.00	3.00	3.00	...	3.00
<b>Total</b>	7.25	7.25	7.25	...	7.25
<b>Results</b>					
Percentage of petitions filed after an Attendance Review Board	17%	10%	19%	NR	NR

## Misdemeanor and Citation Program

The purpose of the Misdemeanor and Citation Program is to provide case monitoring and educational referrals to juveniles who plead guilty to a misdemeanor or tobacco citation so they can receive immediate sanctions and educational services.

## Results Narrative

**Proposed Change in Funding:** \$(88,400)  
**Proposed Change in FTEs:** (3.00)  
**Proposed Change in Performance:** Juvenile Court will no longer be able to operate a formal public service work program. Individual probation officers will now have to coordinate and monitor court ordered public service hours of youth on their caseloads.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$290,600	\$251,592	\$295,200	...	\$206,800
<b>FTEs:</b> GSD General Fund	5.97	5.97	4.97	...	1.97
<b>Results</b>					
Percentage of juveniles who successfully complete the conditions of their court order	73%	77%	72%	NR	NR

# 26 Juvenile Court-At a Glance



**Child/Family Protection and Advocacy Line of Business** – The purpose of the Child/Family Protection and Advocacy Line of Business is to provide advocacy, education, counseling, and case support products to families or children at risk or in need so children can have their case (complaint) addressed.

## Neglect/Dependency Intervention Program

The purpose of the Neglect/Dependency Intervention Program is to provide case support products to children and their families who are at risk of abuse/neglect so they can have their case resolved.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$210,100	\$172,264	\$162,700	...	\$162,700
<b>FTEs:</b> GSD General Fund	2.00	2.00	2.00	...	2.00
<b>Results</b> Percentage of home studies conducted within 60 days	NA	NR	NR	58%	60%

## Family Drug Court Program

The purpose of the Family Drug Court Program is to provide counseling, parenting skills, educational, and health products to alcohol and drug addicted parents so they can complete their treatment plan.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$121,300	\$117,555	\$128,300	...	\$128,300
<b>FTEs:</b> GSD General Fund	2.00	2.00	2.00	...	2.00
<b>Results</b> Percentage of parent(s) who complete their Family Drug Court treatment plan	45%	33%	40%	38%	40%

## Orders of Protection Program

The purpose of the Orders of Protection Program is to provide referral, case management and support products to victims of domestic violence so they can have their ex-parte order of protection heard by the court.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$103,000	\$0	\$105,100	...	\$105,100
<b>FTEs:</b> GSD General Fund	2.00	0.00	2.00	...	2.00
<b>Results</b> Percentage of ex-parte orders of protection that are upheld by the court	NA	32%	33%	30%	33%

# 26 Juvenile Court-At a Glance



## Foster Care Review Board (FCRB) Program

The purpose of the Foster Care Review Board Program is to provide compliance review products to Davidson County foster case children so they can have their foster care status reviewed in a timely manner per State and Federal law.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$103,700	\$0	\$106,100	...	\$106,100
<b>FTEs:</b> GSD General Fund	2.00	0.00	2.00	...	2.00

### Results

Percentage of cases who have the initial Foster Care Review Board scheduled and heard within 270 days of the child entering custody

NA	NR	85%	84%	85%
----	----	-----	-----	-----

**Parentage/Child Support Line of Business** – The purpose of the Parentage/Child Support Line of Business is to provide paternity, support, visitation and custody products to parents, guardians, children and the State so they can have their rights and responsibilities established and enforced.

## Parentage/Child Support Program

The purpose of the Parentage/Child Support Program is to provide paternity, support, and enforcement products to parents, guardians, children, and the State so they can establish paternity and receive child support.

## Results Narrative

**Proposed Change in Funding:** \$(83,100) GSD  
 \$(1,441,200) Other  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The program's key performance measure will increase by 3% in FY09.  
**Other:** Proposed budget reduces local grant match.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 467,800	\$ 377,388	\$ 467,800	...	\$384,700
Special Purpose Fund	1,375,900	1,109,964	1,441,200	...	0
Total	\$1,843,700	\$1,487,352	\$1,909,000	...	\$384,700
<b>FTEs:</b> GSD General Fund	2.00	2.00	2.00	...	2.00
Special Purpose Fund	17.15	17.15	17.15	...	17.15
Total	19.15	19.15	19.15	...	19.15

### Results

Percentage of cases where paternity is established and/or child support ordered

78%	NR	82%	84%	85%
-----	----	-----	-----	-----

# 26 Juvenile Court-At a Glance



**Juvenile Court Pretrial Line of Business** – The purpose of the Juvenile Court Pretrial Line of Business is to provide assessment, referral, and monitoring products to court referred youth so they can be held accountable for their actions without formal court process.

## Juvenile Diverted Program

The purpose of the Juvenile Diverted Program is to provide assessment, referral, and monitoring products to youth at risk of being charged with a misdemeanor or status offense (brought to the attention of the court) so they can be diverted from formal Court process.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** A 2% increase is expected for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 157,100	\$167,161	\$ 177,300	...	\$177,300
Special Purpose Fund	<u>17,700</u>	<u>8,370</u>	<u>0</u>	...	<u>0</u>
<b>Total</b>	\$174,800	\$175,531	\$ 177,300	...	\$177,300
<b>FTEs:</b> GSD General Fund	4.00	4.00	4.00	...	4.00
Special Purpose Fund	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	...	<u>2.00</u>
<b>Total</b>	6.00	6.00	6.00	...	6.00

## Results

Percentage of cases diverted from formal court action

	2007	2007 Actual	2008	2008 1 <sup>st</sup> Half	2009
Percentage of cases diverted from formal court action	18%	17%	15%	19%	17%

## Juvenile Pretrial Services Program

The purpose of the Pretrial Services Program is to provide assessment, referral, and monitoring products to Juveniles (children charged with an offense) who are brought to the attention of the court by a formal process so they can enter into and fulfill an agreement that addresses their behavior and avoid formal court action.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The key performance measure will experience a 4% decrease in FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$282,100	\$312,420	\$325,400	...	\$325,400
Special Purpose Fund	<u>0</u>	<u>0</u>	<u>0</u>	...	<u>0</u>
<b>Total</b>	\$282,100	\$312,420	\$325,400	...	\$325,400
<b>FTEs:</b> GSD General Fund	4.00	4.00	4.00	...	4.00
Special Purpose Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	...	<u>0.00</u>
<b>Total</b>	4.00	4.00	4.00	...	4.00

## Results

Percentage of juveniles who fulfill conditions of the agreement and had charges dismissed

	2007	2007 Actual	2008	2008 1 <sup>st</sup> Half	2009
Percentage of juveniles who fulfill conditions of the agreement and had charges dismissed	70%	67%	78%	73%	74%

# 26 Juvenile Court-At a Glance



**Juvenile Detention Center Line of Business** – The purpose of the Juvenile Detention Center Line of Business is to provide short-term structured confinement products to Juvenile detainees so they can safely transition to a home or secure, alternative environment.

### Metro Juvenile Detention Center Program

The purpose of the Detention Center Program is to provide short-term structured confinement products to Juvenile detainees so they can be confined in a safe environment.

### Results Narrative

**Proposed Change in Funding:** \$65,100  
**Proposed Change in FTE:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** The proposed budget for the Juvenile Detention Center Program includes an additional \$65,100 to support the 4<sup>th</sup> year of the Court's management contract increase awarded to G4S Youth Services (Securicor).

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$3,583,500	\$3,535,138	\$3,690,100	...	\$3,755,200
<b>FTEs:</b> GSD General Fund	0.00	0.00	0.00	...	0.00

### Results

Percentage of compliance with mandatory American Correctional Association (ACA) life safety standards	100%	100%	100%	100%	100%
-------------------------------------------------------------------------------------------------------	------	------	------	------	------

**Security and Service of Process Line of Business** – The purpose of the Security and Service of process Line of Business is to provide safety and legal notice products to individuals with matters at the court so they can conduct their business in a safe and secure environment.

### Juvenile Court Safety and Security Program

The purpose of the Juvenile Court Safety and Security Program is to provide safety and security products to customers, visitors and employees of Juvenile Court so they can conduct their business without disturbances, distractions, and delays (incidents).

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$614,400	\$647,605	\$694,300	...	\$694,300
<b>FTEs:</b> GSD General Fund	11.50	11.50	2.00	...	2.00

### Results

Percentage of business days at Juvenile Court without disturbances, distractions, and delays (incidents measured by an incident report)	90%	95%	85%	90%	85%
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# 26 Juvenile Court-At a Glance



## Service of Process Program

The purpose of the Service of Process Program is to provide (statutorily required)(face-to-face) personal legal notice products to individuals with business before the court so they can participate effectively in the court process.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A 23% reduction in performance is expected in FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$147,600	\$146,067	\$147,600	...	\$147,600
<b>FTEs:</b> GSD General Fund	3.00	3.00	3.00	...	3.00

### Results

	2007	2007	2008	2008	2009
Percentage of people successfully served with notice to appear in court	60%	65%	68%	39%	45%

**Judicial Actions Line of Business –** The purpose of the Judicial Actions Line of Business is to provide court orders, adjudication, dispositional and case review products to case participants so they can receive a timely, fair, and just resolution of their cases.

## Judicial Actions Program

The purpose of the Judicial Actions Program is to provide court orders, adjudication, dispositional and case review products to case participants so they can receive a timely, fair, and just resolution of their cases.

## Results Narrative

**Proposed Change in Funding:** \$72,300  
**Proposed change in FTEs:** 1.20  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** The proposed budget includes \$67,300 for Orders of Protection staffing and \$5,000 for a mandated elected official salary increase.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$799,600	\$729,508	\$818,100	...	\$890,400
<b>FTEs:</b> GSD General Fund	13.00	13.00	15.00	...	16.20

### Results

	2007	2007	2008	2008	2009
Percentage of cases disposed pursuant to the guidelines established by Tennessee rules of Juvenile procedure, statutory requirements, and American Safe Family Act	85%	83%	92%	91%	92%

**Administrative Line of Business –** The purpose of the Administrative Line of Business is to provide administrative support services to departments so they can efficiently and effectively deliver results to customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums and internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$ 0	\$50,200	...	\$(349,700)
Special Purpose Fund	0	2,938	0	...	0
Total	\$0	\$2,938	\$50,200	...	\$(349,700)

### Human Resources Program

The purpose of the Human Resources Program is to provide employment products to department employees so they can receive their benefits and compensation equitably and accurately.

### Results Narrative

**Proposed Change in Funding:** \$15,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Improved court services for foreign language speakers.  
**Other:** The budget provides additional funding for court interpreter services.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,113,600	\$1,245,074	\$1,239,100	...	\$1,254,100
<b>FTEs:</b> GSD General Fund	6.00	6.00	6.00	...	6.00
<b>Results</b>					
Percentage of employee turnover	5%	15%	5%	6%	5%

### Finance Program

The purpose of the Finance Program is to provide financial management products to this Metro department so it can effectively manage its financial resources.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$85,500	\$120,472	\$116,800	...	\$116,800
<b>FTEs:</b> GSD General Fund	2.50	2.50	2.50	...	2.50
<b>Results</b>					
Percentage of payroll authorizations filed accurately and timely	99%	0%	100%	98%	100%

### Records Management Program

The purpose of the Records Management Program is to provide record management products to this Metro department so it can manage records compliant with legal and policy requirements.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$142,300	\$147,349	\$191,800	...	\$191,800
<b>FTEs:</b> GSD General Fund	3.00	3.00	3.00	...	3.00
<b>Results</b>					
Percentage of records managed in compliance with legal and policy requirements	99%	99%	99%	99%	99%

# 26 Juvenile Court-At a Glance



## Executive Leadership Program

The purpose of the Departmental Executive Leadership Program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$454,100	\$514,262	\$455,100	...	\$455,100
<b>FTEs:</b> GSD General Fund	4.00	4.00	4.00	...	4.00
<b>Results</b> Percentage of departmental key results achieved	NR	NR	NR	NR	NR

# 26 Juvenile Court—Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	6,164,200	6,040,607	6,325,000	6,269,500
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	3,734,000	3,720,746	4,021,500	4,137,400
Travel, Tuition, and Dues	44,300	48,379	28,300	28,300
Communications	69,500	104,334	66,500	66,500
Repairs and Maintenance Services	12,700	93,654	12,700	12,700
Internal Service Fees	693,600	670,749	833,000	669,200
<b>TOTAL OTHER SERVICES</b>	<b>4,554,100</b>	<b>4,637,862</b>	<b>4,962,000</b>	<b>4,914,100</b>
Other Expense	97,200	112,722	90,300	534,700
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	5,000	29,309	5,000	5,000
<b>TOTAL OPERATING EXPENSE</b>	<b>10,820,500</b>	<b>10,820,500</b>	<b>11,382,300</b>	<b>11,723,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>505,700</b>	<b>405,240</b>	<b>505,700</b>	<b>422,600</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>11,326,200</b>	<b>11,225,740</b>	<b>11,888,000</b>	<b>12,145,900</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	583	0	500
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	579,100	579,110	579,100	579,100
Fed Through Other - Pass Through	0	0	0	0
State Direct	9,000	8,636	9,000	9,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>588,100</b>	<b>587,746</b>	<b>588,100</b>	<b>588,100</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>588,100</b>	<b>588,329</b>	<b>588,100</b>	<b>588,600</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	15,000	40,119	31,000	31,000
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>15,000</b>	<b>40,119</b>	<b>31,000</b>	<b>31,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>350</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>603,100</b>	<b>628,798</b>	<b>619,100</b>	<b>619,600</b>

# 26 Juvenile Court—Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,233,000	1,133,347	1,139,500	46,000
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	110,300	69,078	128,500	0
Travel, Tuition, and Dues	48,100	3,817	30,000	0
Communications	35,600	16,613	28,500	0
Repairs and Maintenance Services	0	5,189	35,700	0
Internal Service Fees	53,200	21,200	30,000	0
<b>TOTAL OTHER SERVICES</b>	<b>247,200</b>	<b>115,897</b>	<b>252,700</b>	<b>0</b>
Other Expense	127,100	59,560	74,700	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	14,900	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,622,200</b>	<b>1,308,804</b>	<b>1,466,900</b>	<b>46,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>69,900</b>	<b>70,690</b>	<b>86,500</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,692,100</b>	<b>1,379,494</b>	<b>1,553,400</b>	<b>46,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	151,200	20,132	0	0
Fed Through State Pass-Through	1,009,900	884,228	1,041,200	46,000
Fed Through Other - Pass Through	24,000	23,716	0	0
State Direct	0	0	0	0
Other Government Agencies	0	29,214	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>1,185,100</b>	<b>957,289</b>	<b>1,041,200</b>	<b>46,000</b>
Other Program Revenue	0	1,812	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>1,185,100</b>	<b>959,101</b>	<b>1,041,200</b>	<b>46,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>507,000</b>	<b>404,415</b>	<b>512,200</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,692,100</b>	<b>1,363,516</b>	<b>1,553,400</b>	<b>46,000</b>

# 26 Juvenile Court—Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	2	2.00	3	3.00	3	3.00
Admin Svcs Mgr	07242	SR1300	2	2.00	2	2.00	2	2.00
Admin Svcs Officer 2	07243	SR0800	0	0.00	2	2.00	2	2.00
Admin Svcs Officer 3	07244	SR1000	0	0.00	2	2.00	2	2.00
Ct Admin	01339	SR1500	2	2.00	2	2.00	2	2.00
Group Care Aide	07314	SR0400	5	3.50	7	4.50	7	4.50
Health Care Coord	06839	SR1000	1	0.20	0	0.00	0	0.00
Info Systems App Analyst 1	07779	SR1000	1	1.00	1	1.00	1	1.00
Info Systems App Analyst 3	07783	SR1200	1	1.00	1	1.00	1	1.00
Information Sys Oper Analyst 1	10475	SR1000	1	1.00	0	0.00	0	0.00
Judge-Juvenile Ct	02643		1	1.00	1	1.00	1	1.00
Juvenile Ct Referee 1	04058	SR1300	1	0.20	1	0.20	1	0.20
Juvenile Ct Referee 2	07232	SR1500	5	4.50	6	5.00	7	5.20
Office Support Rep 1	10120	SR0400	3	3.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	5	5.00	7	7.00	7	7.00
Office Support Rep 3	10122	SR0600	3	3.00	3	3.00	3	3.00
Office Support Spec 1	10123	SR0700	3	3.00	1	1.00	1	1.00
Paralegal	07343	SR0800	1	1.00	0	0.00	0	0.00
Probation Officer 1	07375	SR0800	41	41.00	41	41.00	44	44.00
Probation Officer 2	04710	SR1000	5	5.00	6	6.00	6	6.00
Probation Officer 3	05495	SR1200	4	4.00	4	4.00	4	4.00
Probation Officer Chief	01120	SR1300	1	1.00	1	1.00	1	1.00
Program Mgr 1	07376	SR1100	1	1.00	1	1.00	1	1.00
Program Spec 1	07378	SR0600	1	1.00	0	0.00	0	0.00
Program Spec 2	07379	SR0800	1	1.00	0	0.00	0	0.00
Program Spec 3	07380	SR1000	1	1.00	0	0.00	0	0.00
Property Guard 1	03920	SR0300	9	4.18	0	0.00	0	0.00
Property Guard 2	04725	SR0500	1	1.00	2	2.00	2	2.00
Social Work Assoc	01820	SR0700	1	1.00	0	0.00	0	0.00
Warrant Officer 1	07419	SR0800	19	14.14	20	16.14	14	13.14
<b>Total Positions &amp; FTE</b>			<b>122</b>	<b>108.72</b>	<b>115</b>	<b>106.84</b>	<b>113</b>	<b>107.04</b>
<b>* Law Enforcement Block Gra 02 30017</b>								
Warrant Officer 1	07419	SR0800	1	1.00	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>1.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>POL 2006 JAG Grant 30028</b>								
Probation Officer 1	07375	SR0800	0	0.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>1</b>	<b>1.00</b>	<b>0</b>	<b>0.00</b>

# 26 Juvenile Court–Financial

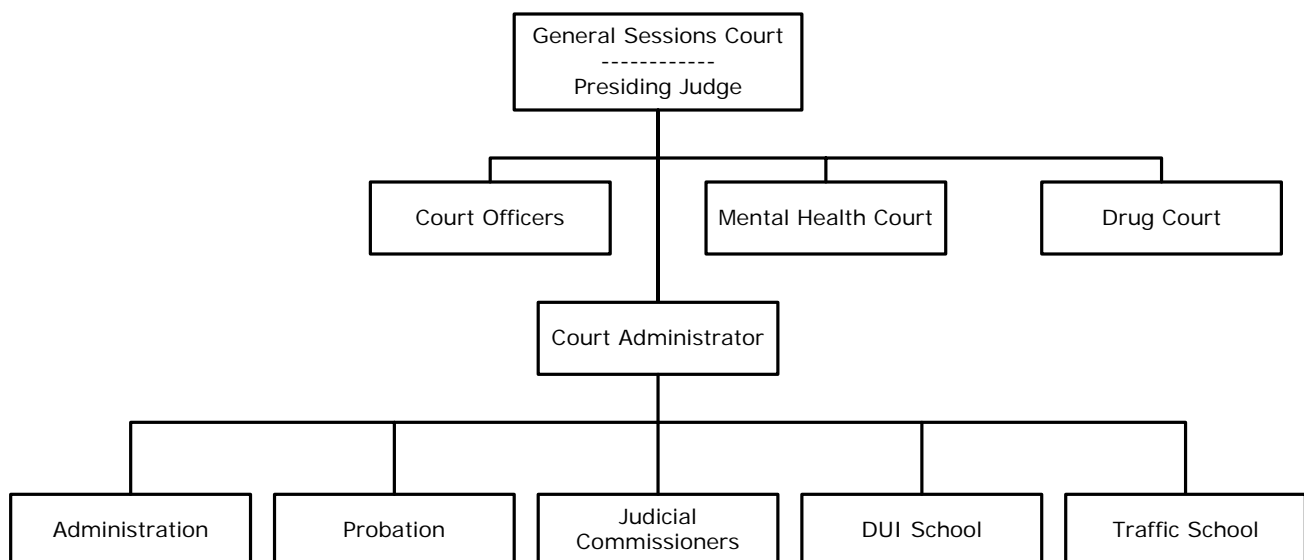


	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>POL 2007 JAG Grant 30029</b>								
Probation Officer 1	07375	SR0800	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1</b>	<b>1.00</b>
<b>Juvenile Court Accountability 30030</b>								
Probation Officer 1	07375	SR0800	4	3.65	3	2.65	3	2.65
<b>Total Positions &amp; FTE</b>			<b>4</b>	<b>3.65</b>	<b>3</b>	<b>2.65</b>	<b>3</b>	<b>2.65</b>
<b>JUV Juv Court Grant Fund 32226</b>								
Admin Asst	07241	SR0900	3	3.00	3	3.00	3	3.00
Group Care Aide	07314	SR0400	7	5.00	4	3.50	3	2.00
Juvenile Ct Referee 2	07232	SR1500	2	2.50	3	3.00	3	3.00
Office Support Rep 2	10121	SR0500	1	1.00	1	1.00	1	1.00
Office Support Spec 1	10123	SR0700	2	2.00	2	2.00	2	2.00
Probation Officer 1	07375	SR0800	1	1.00	3	3.00	3	3.00
Program Mgr 1	07376	SR1100	1	1.00	1	1.00	1	1.00
Warrant Officer 1	07419	SR0800	6	6.00	6	6.00	6	6.00
<b>Total Positions &amp; FTE</b>			<b>23</b>	<b>21.50</b>	<b>23</b>	<b>22.50</b>	<b>22</b>	<b>21.00</b>
<b>Department Totals</b>			<b>150</b>	<b>134.87</b>	<b>142</b>	<b>132.99</b>	<b>139</b>	<b>131.69</b>

# 27 General Sessions Court—At a Glance

<b>Mission</b>	Metropolitan General Sessions Court is committed to excellence in administering justice and is a contributing partner working toward a safe and vital community in Nashville-Davidson County.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$11,445,700	\$12,052,300	\$10,943,300
	Special Purpose Funds	253,000	335,000	245,000
	<b>Total Expenditures and Transfers</b>	<u>\$11,698,700</u>	<u>\$12,387,300</u>	<u>\$11,188,300</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
	Non-program Revenue	3,394,500	3,451,500	3,043,000
	Transfers From Other Funds and Units	0	0	0
	<b>Total Revenues</b>	<u>\$3,394,500</u>	<u>\$3,451,500</u>	<u>\$3,043,000</u>
<b>Positions</b>	Total Budgeted Positions	150	152	144
<b>Contacts</b>	Presiding Judge: Gloria A. Dumas Financial Manager: Warner Hassell  A.A. Birch Building 37201		email: judgegloriadumas@jis.nashville.org email: warnerhassell@jis.nashville.org  Phone: 862-8317 FAX: 880-2711	

## Organizational Structure





# 27 General Sessions Court—At a Glance

## Budget Highlights FY 2009

• Pay Plan/Fringe Amounts	\$ 54,600
• DUI School Elimination	(642,900)
	(8 FTEs)
• Fringe Benefit Savings	(258,300)
• Elected Official Salary Increase	55,300
• Elimination of Safety & Risk Management Premiums	(77,400)
• Internal Service Eliminations:	
• Finance Charge	(49,600)
• Human Resources Charge	(36,100)
• Shared Business Office Charge	(6,700)
• Metro Payment Services Charge	(10,500)
• Customer Call Center Charge	(34,200)
• Internal Audit Charge	(5,800)
• Internal Service Charges:	
• Information Systems Charge	(25,800)
• Facilities Maintenance & Security Charge	(78,200)
• Fleet Management	3,200
• Postal Service Charge	3,100
• Radio Shop Charge	1,400
• Surplus Property Charge	(1,100)
• DUI Offender Budget	(90,000)
	Total
	(\$1,199,000)
	(8 FTEs)

## Overview

### GENERAL SESSIONS JUDGES

The Court Judges of the Metropolitan General Sessions Court of Nashville-Davidson County is a high volume, limited jurisdiction Court that was first established in 1937. It has grown to an 11 division Court that handles civil cases with monetary limits not greater than \$25,000. The criminal case jurisdiction covers preliminary hearings in felony cases and misdemeanor trials in which the defendant waives the right to a jury. Since it is not a "court of record", its decisions are subject to appeal. Since 1971, this Court has been authorized under the Metropolitan Charter to handle Metropolitan ordinance violations involving traffic, environmental, and other county ordinance violations. The General Sessions judges are elected to an eight-year term.

In addition to the eleven (11) judges, a part-time referee conducts the initial hearings for environmental cases and the non-traffic Metro ordinance violations, and five (5) law trained judicial commissioners preside over Night Court 24 hours per day, 365 days per year.

The General Sessions Courts have dockets that adjudicate the following types of cases: criminal bond, traffic, civil, driver license, jail review, orders of protection, domestic violence, environmental, emergency committals, special committals, state traffic and felony drug, probation, and Mental Health Court.

The court projects will cover its funding needs through the collection of affiliated service fees, fines and court costs, and litigation tax—all monies provided by only those who utilize the court's services.

### COURT OFFICERS

Each General Sessions Judge is assigned 2 court officers who ensure and maintain security and order in the courtroom. Their other duties include escorting defendants from the courtrooms to the correctional facilities and monitoring and operating security devices as required.

### MENTAL HEALTH COURT

On December 1, 2000, a new Mental Health Court was established under the direction of the Division II judge and was funded by a federal Edward Byrne Memorial grant. The purpose of this court is to decrease the amount of jail time for the mentally challenged and coordinate effective treatment intervention upon case adjudication by the Court. (The federal Edward Byrne Memorial grant expired June 30, 2004. Beginning in FY05, the court was funded by the General Fund.)

### DRUG COURT

General Sessions Court established, in October of 2003, a misdemeanor Drug Court under the direction of Judge Casey Moreland, Division X. Judge Moreland works in partnership with community based providers, the Davidson County Sheriff's Office and Day Reporting Center, Metropolitan Police Department, Office of the Public Defender, Office of the District Attorney General and other divisions of the General Sessions Court. Judge Moreland holds this docket in addition to his other docket responsibilities. This drug treatment court is a program in which offenders participate in a phase program with intensive treatment with the goal of making defendants accountable for their own actions, thus bringing about behavior change.

### COURT ADMINISTRATOR

The Court Administrator serves as liaison between the General Sessions Judges and the other divisions of the court. The primary responsibility of the Court Administrator is to oversee the fiscal, administrative, and operational requirements of the court as conducted in the divisional units of the General Sessions Court.

### ADMINISTRATION

The Administration Division performs the managerial and administrative duties involved in assisting the Presiding Judge in overseeing the daily operation of the Court. This responsibility includes, but is not limited to, the following: formulates and submits, on a continuous basis, recommendations for improving the efficiency and operation of the General Sessions Court; acts as a secretary in all matters of the Court. This division also performs other basic administrative responsibilities as follows: personnel management, fiscal management, caseload/docket management, automated office management, space and equipment management, grant management, court liaison, ensures Americans with

## 27 General Sessions Court—At a Glance

Disabilities Act (ADA) and Title VI compliance, and research and advisory services. The Administration Division also maintains oversight of the 30102 DUI Excess Fine Fund that is authorized pursuant to T.C.A. 55-10-451 through 55-10-453.

### **DRIVING UNDER THE INFLUENCE (DUI) EXCESS**

**FINE FUND** was established pursuant to T.C.A. § 55-10-453. The source of the revenue for this fund is \$100 of the DUI fine that is imposed in each respective court. Authorized expenditure categories from the designated fund are defined in the statute as follows: (1) Alcohol and Drug Treatment Facilities Licensed by Tennessee Department of Health; (2) Metropolitan Drug Commissions or other similar programs sanctioned by the Governor's Drug Free Tennessee program; (3) Non-profit organizations 501© (3) whose primary mission is to educate the public on the dangers of illicit drug use or alcohol abuse or to render treatment of alcohol and drug addiction; and (4) Organizations that operate drug and alcohol programs for the homeless or indigent.

### **PROBATION**

Activities of the Probation Division are as follows: two probation officers work with each of the 11 judges and every week attend different dockets while maintaining office responsibilities. The domestic violence probation officers focus on supervising domestic violence offenders and referring them to the appropriate domestic violence treatment program designed to assist in the rehabilitation of the offender. The Probation Division monitors the activities of convicted misdemeanor defendants, offers a rigid drug-screening program, and oversees an extensive public service work program.



This Division provides intensive case management of domestic violence offenders and collects and distributes court ordered restitution for crime victims.

The Courts use electronic monitoring as a sentencing alternative. Electronic monitoring allows participants, mostly probation violators, to pay a minimal fee per day for the privilege of wearing a tracking device rather than spending time in jail. Two staff members have responsibility for this service.

### **JUDICIAL COMMISSIONERS**

Night Court is the first step in the justice process with a staff of five judicial commissioners working shifts presiding over proceedings that take place twenty-four hours a day, 365 days a year. Commissioners conduct probable cause hearings, issue warrants and set bail bonds in criminal cases and issue ex parte orders of protection, as well as citations for violations of such orders and issue property seizure warrants upon probable cause.

### **SAFETY CENTER**

#### **DUI School**

The DUI School is a state licensed program for DUI offenders. Since 2000, the nationally researched PRIME for life sixteen (16) hour curricula has been used. The DUI law mandates that second or subsequent offenders receive substance abuse treatment. The DUI School provides the courts with assessment and treatment referrals meeting ASAM criteria for appropriate levels of treatment and clinical case management.

#### **Traffic School**

The Traffic School is a state licensed training agency of the National Safety Council which offers court supervised driver safety classes to first and repeat offenders. An on-line traffic school course for both the two-hour First Offender Class and the four-hour DDC-4 class through the National Safety Council is being offered. There is also an "Attitudinal Dynamics of Driving (ADD-8) Class" specific to those drivers convicted of aggressive driving in Davidson County. "Mature Drivers Class" for drivers 65 years of age is offered for those who have been found guilty of a moving violation. There is a point of sale system for the Traffic School which will allow students to pre-pay for their traffic classes and handle e-commerce (credit-debit card) payments. In June, 2006, the main office and traffic classes relocated to the Metro Southeast Building. There will be a satellite office located in the Justice A.A. Birch Judicial Building for registering and payment services.

# 27 General Sessions Court—Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>GENERAL SESSIONS JUDGES</b>					
1. Handle all civil and criminal limited jurisdiction cases as well as Metro Traffic and State Traffic cases	a. Total civil and criminal docketed caseload	240,000	147,500	240,000	150,000
	b. Metro traffic docketed caseload	200,000	147,386	3,000	150,000
	c. State traffic docketed caseload	9,000	4,500	14,500	5,000
<b>MENTAL HEALTH COURT</b>					
1. Develop a referral base for potential clients	a. Percentage of referrals to community mental health agencies	100%	100%	100%	100%
	b. Percentage of completed evaluations	100%	100%	100%	100%
	c. Percentage of Metro agencies the court utilizes	100%	100%	100%	100%
2. Provide mental health assessment upon request	Percentage of completed evaluations	100%	100%	100%	100%
3. Diversion to pre-adjudication status and reduce recidivism of court clients	a. Percentage of post adjudication clients	.07%	50%	.05%	50%
	b. Percentage of pre-adjudication clients	.03%	50%	.05%	50%
	c. Percentage of re-arrests	.05%	4%	.05%	4%
<b>DRUG COURT</b>					
1. Incarceration fees saved	General Sessions Drug Treatment Court has saved money by not incarcerating their participants	1,200,000	1,943,550	0	1,950,000
2. Number of Drug Treatment Court participants who are on electronic monitoring	Participants utilize the electronic monitoring devices as a condition of the court	50	26	0	30
3. Number of outside resources the Drug Court utilizes	Drug Treatment Court utilizes outside agencies in lieu of incarceration to help their participants	40	35	0	35
4. Number of participants who qualify for intensive out-patient	Number of participants who qualify for intensive out-patient program with the Treatment Court	60	45	0	45
5. Number of participants who qualify for program	a. Number of persons who qualify for the Treatment Court	135	109	135	110
	b. Number of participants who have graduated from the Treatment Court	135	79	35	100

## 27 General Sessions Court–Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>DRUG COURT (Continued)</b>					
6. Percentage of participants who qualify for inpatient drug and/or alcohol treatment	Percentage of participants who qualify for inpatient drug and/or alcohol treatment	.20%	.8%	0%	.12%
7. Recidivism rate of graduated participants	Recidivism rate of graduated participants	.7%	11%	0%	10%
8. Provide quantitative drug test result for Division X Treatment Court	Probation Department provides drug testing and results for Division X Treatment Court	4,800	1,700	0	1,700
<b>ADMINISTRATION</b>					
1. Provide administrative and human resource management for the court	Total number of employees (excluding part-time) serviced by the Court Administration Office	123	119	117	111
2. Provide fiscal management for the court	Operating Budget, 4% Fund Account	\$9,155,555	\$12,003,200	\$10,920,800	NA
3. Provide automated office management support for the court	a. Number of personal computers supported	135	155	156	148
	b. Number of non-PC supported hardware devices	107	115	80	10
	c. Number of helpdesk calls opened/closed	5,000	3,701	8,000	3,500
4. Develop and publish the court's annual report	Annual report published	1	1	1	1
5. Monitors compliance of the authorized expenditures that are administered from the 30102 DUI Excess Fine Fund	Number of contracts	Multiple	Multiple	NA	Multiple
6. Manages the funding of the contracts that are disbursed from the 30102 DUI Excess Fine Fund	Amount of funding disbursed	\$185,000	NA	NA	150,000
<b>PROBATION</b>					
1. Reduce the number of re-arrests and non-compliance cases in the supervision of assigned probation cases	Percentage of re-arrest and non-compliance issued (Total number of probation cases: 6,620; average caseload per PO: 287)	.15%	0.5%	.15%	.15%
2. a) Ensure probationers' compliance with court's random drug screen policy, b) Confront and intervene on drug using clients to promote non-use lifestyles	Reduction of positive test results on retest by percentage (Total number of tests run: 7,827)	.3%	.02%	0%	.03%

## 27 General Sessions Court–Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>PROBATION (Continued)</b>					
3. Provide a creditable, legitimate and less costly alternative sentencing program to non-violent offenders	Total number of clients in program (Average number of clients per month: 50)	360	280	0	280
<b>TRAFFIC EDUCATION PROGRAM</b>					
1. Maintain a National Safety (NSC) Council certified traffic school and training agency agreement	a. Annual compliance with the instructor recertification for 10 instructors b. Use the specified NSC teaching material for each of the 5 Defensive Driver curriculums	Compliance	Compliance	Compliance	Compliance
		100%	100%	100%	100%
2. Maintain a minimum of 20,000 enrollments for the on-line school	a. Enrollments are referred by courts and by self enrolling b. Enrollments are proportionate to the citation rate at a current average of 21% c. Convert 7,000 FOT enrollments in live classes to on-line d. Convert 7,000 DDC4 enrollments in live classes to on-line	0%	21%	23%	23%
		7,000	14,331	15,000	15,500
		7,000	5,813	6,000	6,500
3. Maintain case accountability through attendance software	Reduce the unaccounted cases to less than 30 per year or less than 1% of total enrollment	30%	0	1%	1%
4. Increase Revenue by diverting lost revenue to on-line program	Encourage the payment of fees by a minimum of 10% of revenue in credit and debit cards	10%	37%	50%	60%
5. Maintain a completion rate of above 90% for all classes by offering a variety of classes and payment methods	Classroom capacity is maximized and 100% of payments are accepted in advance of class	90%	96%	98%	98%
6. Increase the accessibility to adhoc information to the court administration	Diagnostic software for the on-line traffic school interface is to be 100% completed in 2008 allowing access to custom reports	100%	100%	100%	100%
7. Faster and accurate communication with the MNPd data base for classifying offenders to school	The MNPd is turning over the offender traffic data base to the Traffic Violations Bureau. A new interface will allow quicker and accurate communication with fewer maintenance issues.	0	0	NA	NA

# 27 General Sessions Court–Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	9,252,000	9,068,934	9,646,500	9,031,500
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	106,700	139,011	57,700	57,700
Travel, Tuition, and Dues	89,200	77,583	89,200	89,200
Communications	91,500	109,505	72,000	72,000
Repairs and Maintenance Services	20,000	4,705	20,000	20,000
Internal Service Fees	1,506,600	1,512,430	1,710,500	1,470,200
<b>TOTAL OTHER SERVICES</b>	<b>1,814,000</b>	<b>1,843,234</b>	<b>1,949,400</b>	<b>1,709,100</b>
Other Expense	379,700	549,893	456,400	202,700
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>11,445,700</b>	<b>11,462,061</b>	<b>12,052,300</b>	<b>10,943,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>11,445,700</b>	<b>11,462,061</b>	<b>12,052,300</b>	<b>10,943,300</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	158	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>158</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	3,141,500	2,857,265	3,116,500	2,798,000
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>3,141,500</b>	<b>2,857,265</b>	<b>3,116,500</b>	<b>2,798,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>3,141,500</b>	<b>2,857,423</b>	<b>3,116,500</b>	<b>2,798,000</b>

# 27 General Sessions Court–Financial

## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	42,356	56,300	56,300
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	153,200	32,285	139,900	139,900
Travel, Tuition, and Dues	21,000	35,847	24,600	24,600
Communications	6,200	10,984	16,000	16,000
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	605	0	0
<b>TOTAL OTHER SERVICES</b>	<b>180,400</b>	<b>79,721</b>	<b>180,500</b>	<b>180,500</b>
Other Expense	72,600	44,281	98,200	8,200
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>253,000</b>	<b>166,358</b>	<b>335,000</b>	<b>245,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>253,000</b>	<b>166,358</b>	<b>335,000</b>	<b>245,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	4,159	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>4,159</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	253,000	150,448	335,000	245,000
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>253,000</b>	<b>150,448</b>	<b>335,000</b>	<b>245,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>253,000</b>	<b>154,607</b>	<b>335,000</b>	<b>245,000</b>

# 27 General Sessions Court–Financial

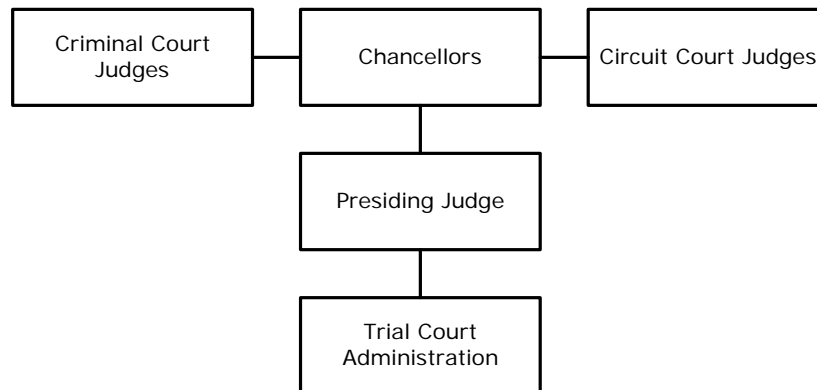
	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	11	11.00	12	12.00	10	10.00
Admin Spec	07720	SR1100	0	0.00	0	0.00	2	2.00
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	0	0.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Ct Admin	01339	SR1500	1	1.00	1	1.00	1	1.00
Electronic Monitoring Spec	10105	SR0800	1	1.00	1	1.00	1	1.00
Electronic Monitoring Supv	10106	SR1000	1	1.00	1	1.00	1	1.00
General Session Judge	02233		11	11.00	11	11.00	11	11.00
Human Resources Mgr	06531	SR1400	1	1.00	1	1.00	1	1.00
Info Sys Cust Support Rep 1	10114	SR0700	0	0.00	1	1.00	1	1.00
Info Systems App Analyst 1	07779	SR1000	1	1.00	0	0.00	0	0.00
Info Systems App Analyst 2	07780	SR1100	0	0.00	1	1.00	1	1.00
Judicial Asst 1	07790	JS0200	0	0.00	11	11.00	11	11.00
Judicial Asst 2	07791	JS0300	12	12.00	11	11.00	11	11.00
Judicial Comm-Gen Sess Ct	10317		5	5.00	5	5.00	5	5.00
Office Support Rep 1	10120	SR0400	6	6.00	6	6.00	5	5.00
Office Support Rep 2	10121	SR0500	1	1.00	3	3.00	2	2.00
Office Support Rep 3	10122	SR0600	1	1.00	1	1.00	1	1.00
Office Support Spec 1	10123	SR0700	3	3.00	4	4.00	1	1.00
Office Support Spec 2	10124	SR0800	0	0.00	0	0.00	1	1.00
Probation & Pretrial Svc Dir	07797	SR1400	1	1.00	1	1.00	1	1.00
Probation Officer 1	07375	SR0800	14	14.00	6	6.00	6	6.00
Probation Officer 2	04710	SR1000	17	17.00	14	14.00	14	14.00
Probation Officer 3	05495	SR1200	4	4.00	6	6.00	6	6.00
Program Coord	06034	SR0900	1	1.00	1	1.00	1	1.00
Program Mgr 1	07376	SR1100	3	3.00	2	2.00	2	2.00
Program Mgr 2	07377	SR1200	0	0.00	0	0.00	1	1.00
Seasonal/Part-time/Temporary	09020		33	7.20	33	7.20	33	7.20
Security Officer 1-Gen Sess Ct	07399	SR0600	6	6.00	6	6.00	7	7.00
Security Officer 2-Gen Sess Ct	10135	SR0700	1	1.00	1	1.00	0	0.00
Security Officer Coord	07798	SR0900	1	1.00	1	1.00	1	1.00
Social Work Assoc	01820	SR0700	1	1.00	0	0.00	0	0.00
Social Worker 1	04949	SR0800	2	2.00	1	1.00	0	0.00
Social Worker 2	07260	SR0900	1	1.00	2	2.00	2	2.00
Social Worker 3	04835	SR1000	3	3.00	3	3.00	1	1.00
Steno Clerk 1	06092	SR0400	4	4.00	2	2.00	2	2.00
Traf Safety and Alc Educ Coord	06454	SR1400	1	1.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>150</b>	<b>124.20</b>	<b>152</b>	<b>126.20</b>	<b>144</b>	<b>118.20</b>
<b>Department Totals</b>			<b>150</b>	<b>124.20</b>	<b>152</b>	<b>126.20</b>	<b>144</b>	<b>118.20</b>



# 28 State Trial Courts—At a Glance

<b>Mission</b>	<p>Provides administrative services, jury management and security for the Circuit, Chancery, Criminal Courts and Probation. Effective November 1996, State Trial Courts assumed administrative and fiscal responsibility for the Community Corrections Program.</p> <p>Provide a probation and supervision program for non-violent felons funded by a grant from the Tennessee Department of Corrections.</p> <p>Support the Davidson County Drug Court with an intensive out-patient Alcohol and Drug Program funded by a grant from the U.S. Department of Justice, through the State Office of Justice Programs.</p>																																																										
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<b>Contacts</b>	<p>Presiding Judge: Randall Kennedy      email: randallkennedy@jis.nashville.org          Financial Manager: Larry Stephenson      email: larrystephenson@jis.nashville.org</p> <p>408 2<sup>nd</sup> Avenue North      37201      Phone: 880-2558      FAX: 880-1435</p>																																																										

## Organizational Structure



# 28 State Trial Courts—At a Glance

## Budget Highlights FY 2009

Pay Plan/Fringe Amounts	\$ 1,900
FY08 Non-Recurring Juror Parking	(100,000)
Recommended 5% Reduction	(354,000)
Fringe Adjustment	(195,800)
Juror Parking	150,000
Elimination of Safety and Risk Management Premiums	(31,800)
Internal Service Eliminations:	
• Finance Charge	(45,100)
• Human Resources Charge	(44,800)
• Shared Business Office Charge	(7,600)
• Customer Call Center Charge	(58,900)
• Internal Audit Charge	(5,500)
Internal Service Charges:	
• Information Systems Charge	800
• Facilities Maintenance & Security Charge	(22,400)
• Fleet Management Charge	44,100
• Postal Service Charge	(1,400)
• Radio Service Charge	(6,600)
• Surplus Property Charge	(700)
	<hr/>
Total Changes to General Fund	(677,800)
	*8 FTEs
Total Changes to Special Purpose Funds	30,600
Total	<u><u>\$(647,200)</u></u>
	<u>8 FTEs</u>

\* FY08 General Fund Position Transfer from Circuit Court Clerk

## Overview

The presiding Judge is elected annually by the Judges of the Judicial District and is by local rule responsible for the administration of the courts in the district. The Administrator reports to the presiding Judge.

## TRIAL COURT ADMINISTRATION

The Court Administration manages and oversees all jury-related activities for Davidson County. The Court Administration also coordinates and supervises the non-judicial activities of the Trial Court, performs administrative duties for the eight Circuit Courts and provides court officers for the Circuit Courts, provides administrative functions for the six Criminal Courts, provides administrative functions for the four Chancery Courts, and provides court officers and secretarial personnel for the Chancery Courts.

### Driving Under the Influence (DUI) Probation

**Division** was transferred to the Community Corrections Division of Trial Court and is now the DUI Probation Division. The DUI Probation Division is responsible for interviewing all DUI offenders placed on probation for a misdemeanor. The alcohol treatment requirements of these defendants were transferred to the General Sessions Safety Center in 1996, however the probation officers in DUI Probation Division monitor the progress of the defendant's treatment and make the determination of when a defendant is not complying and a probation violation warrant should be issued. The DUI Probation Division handles every other aspect of the defendant's conditions of probation which includes public service work.

**Community Corrections Grant** supervises offenders sentenced by the criminal courts in Davidson County by placing non-violent convicted felons in the community service work program. Effective November 1996, the Community Corrections Program was transferred from the Sheriff's Office to Trial Courts.

**Trial Court – Drug Enforcement** is a fund which allocates payment for drug testing costs on indigents.

**Trial Court – Drug Testing** is a fund to be used for expenditures for the Davidson County Drug Court Residential Program. The fund also pays match for grants that assist in the Drug Court.

## 28 State Trial Courts—Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>TRIAL COURT ADMINISTRATION</b>					
1. Provide support services and security to facilitate the effective operation of the Circuit Court	a. Circuit civil cases filed	4,000	3,949	4,100	4,100
	b. Domestic relations cases concluded	3,300	5,270	4,500	4,800
	c. Civil cases concluded	4,200	4,128	4,200	4,200
	d. Domestic relations cases filed	3,300	5,318	4,500	4,800
	e. Seventh Circuit probate cases (new filings)	2,500	2,060	2,500	2,500
2. Provide support services and security to facilitate the effective operation of the Chancery Court	a. Chancery cases filed	3,900	NA	3,300	NA
	b. Cases concluded	3,900	NA	3,900	NA
3. Provide support services and security to facilitate the effective operation of the Criminal Court	a. Criminal cases assigned	9,000	NA	7,000	NA
	b. Cases concluded	8,000	NA	8,000	NA
4. Provide a jury pool for jury trials in the Chancery, Circuit, and Criminal courts.	a. Juror days served	21,800	21,800	21,800	NA
	b. Jurors reporting	11,000	11,000	11,000	11,000
<b>DUI Probation Division</b>					
1. To work in conjunction with the General Sessions Safety Center in monitoring defendants throughout their probation as to the progress of their treatment	a. Defendants placed on probation	550	425	580	580
	b. Total caseload	360	1,378	400	1,000
<b>Community Corrections Grant</b>					
1. Supervise offenders sentenced by the criminal courts by using resources appropriate for providing opportunities and incentives for criminal behavioral changes	Offenders supervised	525	525	480	588
2. Promote accountability of offenders by requiring direct financial and community service restitution	a. Fees collected	\$51,000	\$51,000	\$51,000	\$56,000
	b. Community service hours worked	80,000	80,000	80,000	91,416

# 28 State Trial Courts—Financial

## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	6,228,200	6,175,003	6,509,300	5,961,400
OTHER SERVICES:				
Utilities	0	196	0	0
Professional and Purchased Services	178,700	218,477	178,700	178,700
Travel, Tuition, and Dues	168,300	156,275	168,300	218,300
Communications	64,700	94,905	64,700	64,700
Repairs and Maintenance Services	20,000	25,857	20,000	20,000
Internal Service Fees	1,338,400	1,316,303	1,462,700	1,314,600
<b>TOTAL OTHER SERVICES</b>	<b>1,770,100</b>	<b>1,812,013</b>	<b>1,894,400</b>	<b>1,796,300</b>
Other Expense	270,700	420,323	270,700	238,900
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>8,269,000</b>	<b>8,407,340</b>	<b>8,674,400</b>	<b>7,996,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>8,269,000</b>	<b>8,407,340</b>	<b>8,674,400</b>	<b>7,996,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	16,000	8,188	16,000	16,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>16,000</b>	<b>8,188</b>	<b>16,000</b>	<b>16,000</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>16,000</b>	<b>8,188</b>	<b>16,000</b>	<b>16,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>191</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>16,000</b>	<b>8,378</b>	<b>16,000</b>	<b>16,000</b>

# 28 State Trial Courts—Financial

## Special Purpose Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	3,082,700	2,587,803	1,467,000	1,459,900
OTHER SERVICES:				
Utilities	0	786	0	0
Professional and Purchased Services	167,700	174,109	5,500	45,500
Travel, Tuition, and Dues	25,300	23,685	20,500	20,500
Communications	41,400	44,288	38,000	38,000
Repairs and Maintenance Services	5,000	2,265	5,000	5,000
Internal Service Fees	5,500	1,093	4,200	1,900
<b>TOTAL OTHER SERVICES</b>	<b>244,900</b>	<b>246,225</b>	<b>73,200</b>	<b>110,900</b>
Other Expense	289,700	360,494	191,900	191,900
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	516,700	357,930	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,134,000</b>	<b>3,552,453</b>	<b>1,732,100</b>	<b>1,762,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>50,000</b>	<b>22,469</b>	<b>50,000</b>	<b>50,000</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,184,000</b>	<b>3,574,922</b>	<b>1,782,100</b>	<b>1,812,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	96,344	0	40,000
Fed Through State Pass-Through	2,837,100	2,576,014	1,295,000	1,241,000
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>2,837,100</b>	<b>2,672,358</b>	<b>1,295,000</b>	<b>1,281,000</b>
Other Program Revenue	0	3,590	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>2,837,100</b>	<b>2,675,948</b>	<b>1,295,000</b>	<b>1,281,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	1,346,900	758,848	487,100	531,700
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>1,346,900</b>	<b>758,848</b>	<b>487,100</b>	<b>531,700</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>18,239</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>4,184,000</b>	<b>3,453,035</b>	<b>1,782,100</b>	<b>1,812,700</b>

# 28 State Trial Courts—Financial

	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Svcs Officer 2	07243	SR0800	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	3	3.00	3	3.00	3	3.00
Admin Svcs Officer 4	07245	SR1200	2	2.00	2	2.00	2	2.00
Ct Admin	01339	SR1500	1	1.00	1	1.00	1	1.00
Deputy Court Admin	10318	SR1400	2	2.00	2	2.00	2	2.00
Deputy Court Clerk	10541	NS	0	0.00	0	0.00	2	2.00
Judicial Asst 1	07790	JS0200	70	70.00	70	70.00	71	71.00
Judicial Asst 2	07791	JS0300	2	2.00	2	2.00	2	2.00
Judicial Clerk	07792	JS0100	0	0.00	0	0.00	5	5.00
Office Support Rep 1	10120	SR0400	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	1	1.00	1	1.00	1	1.00
Office Support Spec 1	10123	SR0700	2	2.00	2	2.00	2	2.00
Probation Officer 1	07375	SR0800	4	4.00	4	4.00	4	4.00
Probation Officer 3	05495	SR1200	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>90</b>	<b>90.00</b>	<b>90</b>	<b>90.00</b>	<b>98</b>	<b>98.00</b>
<b>State Trial Court Drug Enforce 30020</b>								
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 2	07243	SR0800	2	2.00	2	2.00	2	2.00
Case Counselor	07694	SR0800	7	4.00	7	4.00	7	4.00
Case Developer	07202	SR0800	1	1.00	1	1.00	1	1.00
Case Officer 1	10314		7	7.00	7	7.00	7	7.00
Case Officer 2	10315		2	2.00	2	2.00	2	2.00
Case Officer 3	10316		3	3.00	3	3.00	3	3.00
Group Care Aide	07314	SR0400	8	8.00	8	8.00	8	8.00
Group Care Worker	06079	SR0500	2	2.00	2	2.00	2	2.00
Office Support Rep 3	10122	SR0600	2	2.00	2	2.00	2	2.00
Probation Officer 1	07375	SR0800	1	1.00	1	1.00	1	1.00
Program Coord	06034	SR0900	3	3.00	3	3.00	3	3.00
Program Mgr 1	07376	SR1100	2	2.00	2	2.00	2	2.00
Program Spec 1	07378	SR0600	1	1.00	1	1.00	1	1.00
Program Spec 2	07379	SR0800	8	8.00	8	8.00	8	8.00
Program Spec 3	07380	SR1000	2	2.00	2	2.00	2	2.00
Program Supv	07381	SR1000	2	2.00	2	2.00	2	2.00
Seasonal/Part-time/Temporary	09020		20	10.50	20	10.50	20	10.50
<b>Total Positions &amp; FTE</b>			<b>74</b>	<b>61.50</b>	<b>74</b>	<b>61.50</b>	<b>74</b>	<b>61.50</b>
<b>Department Totals</b>			<b>164</b>	<b>151.50</b>	<b>164</b>	<b>151.50</b>	<b>172</b>	<b>159.50</b>

# 29 Justice Integration Services-At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$2,284,300	\$2,486,400	\$2,217,600	
Special Purpose Fund	56,300	32,500	70,400	
<b>Total Expenditures and Transfers</b>	<b>\$2,340,600</b>	<b>\$2,518,900</b>	<b>\$2,288,000</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0	
Other Governments and Agencies	56,300	32,500	70,400	
Other Program Revenue	0	0	0	
<b>Total Program Revenue</b>	<b>\$56,300</b>	<b>\$32,500</b>	<b>\$70,400</b>	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	0	0	0	
<b>Total Revenues</b>	<b>\$56,300</b>	<b>\$32,500</b>	<b>\$70,400</b>	
<b>Positions</b>	Total Budgeted Positions	23	23	21
<b>Contacts</b>	Director: Nathalie Stiers Financial Manager: Lori Martin  404 James Robertson Parkway Suite 2020 37219			
	email: nathalie.stiers@nashville.gov email: lori.martin@nashville.gov  Phone: 862-6195    FAX: 880-3138			

## Line of Business and Program

**Customer Communication**  
Customer Communication

**Quality Control**  
Quality Control

**Technology Planning and Solutions**  
Justice Integration Solutions  
Business Continuity and Data Integrity

**Administrative**  
Non-allocated Financial Transactions  
Executive Leadership

## 29 Justice Integration Services-At a Glance



<p><b>Mission</b></p>	<p>The mission of the Justice Integration Services Department is to provide customized, integrated case management software and technology support products to Metro Nashville Justice Agencies so they can manage and use shared information to improve the administration of justice for the Nashville community.</p>
<p><b>Goals</b></p>	<p>By XXXX, JIS will implement a new suite of web-based court case management software to better meet customer demands, as evidenced by:</p> <ul style="list-style-type: none"> <li>• Percentage of customer requirements that are met</li> <li>• Percentage of new customer requirements that are met</li> <li>• Percentage of the applications of the suite that are implemented</li> </ul> <p>By XXXX, JIS will implement a sufficient infrastructure to accommodate the growth in concurrent customer use of the court case management applications, as evidenced by:</p> <ul style="list-style-type: none"> <li>• Percentage increase in concurrent users of the CJIS suite</li> <li>• Percentage increase in login accounts</li> </ul> <p>By XXXX, JIS customers will experience minimal disruption in the administration of critical criminal and civil justice services in the event of a disaster causing loss of data, as evidenced by:</p> <ul style="list-style-type: none"> <li>• Percentage of business continuity application functionality that was successfully executed</li> <li>• Percentage of business continuity test plans executed</li> </ul> <p>By XXXX, JIS staff members will be cross-trained to gain new knowledge and skills to help support the development and implementation of new systems, as evidenced by:</p> <ul style="list-style-type: none"> <li>• Percentage of defined technology skills possessed by the appropriate number of staff members</li> </ul>



# 29 Justice Integration Services-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Customer Communication</b>		
Reduction in Workforce	\$ (66,400) (.64 FTE)	Reduction in salary funding and system development and support staff.
<b>Justice Integration Consulting</b>		
Reduction in Workforce	(67,500) (.56 FTE)	Reduction in salary funding and system development and support staff.
<b>Business Continuity &amp; Data Integrity</b>		
Salary Reduction	(10,000)	Reduce in salary funding, with no impact on department performance.
<b>Quality Control</b>		
Reduction in Workforce	(45,300) (.4 FTE)	Reduction in salary funding and system development and support staff.
<b>Nonallocated Financial Transactions</b>		
Fringe Benefit Savings	(10,000)	Savings realized through reduced cost for fringe benefits.
Elimination of Safety & Risk Management Premiums	(4,400)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(15,000)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing.
Human Resources Charge	(6,800)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management.
Shared Business Office Charge	(1,200)	Eliminate the charge for delivery of administrative support functions.
Metro Payment Services Charge	(3,200)	Eliminate the charge for delivery of centralized payment services.
Customer Call Center Charge	(2,700)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(1,500)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services.
Information Systems Charge	(34,500)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity.

# 29 Justice Integration Services-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Postal Service Charge	\$ (100)	Delivery of mail across the Metropolitan Government
Surplus Property Charge	(200)	Handling and disposition of surplus property
General Services District Total	(\$268,800) (1.6 FTEs)	
Special Purpose Funds Total	37,900	
<b>TOTAL</b>	<b>(\$230,900)</b> <b>(1.6 FTEs)</b>	

### Performance Information Highlights

#### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Justice Integration Services Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	57%	14%	29%
Program Budget Dollars:	75%	8%	17%

# 29 Justice Integration Services-At a Glance



**Customer Communication Line of Business** - The purpose of the Customer Communication Line of Business is to provide education, support, and consultation products to Metro Justice and Public Safety agencies so they can proficiently use JIS systems and services customized to meet their departmental needs.

## Customer Communication Program

The purpose of the Customer Communication Program is to provide project reporting, support and application availability notification products to Metro Nashville Justice Agencies so they can appropriately plan for or respond to events that may impact their ability to deliver services.

## Results Narrative

**Proposed Change in Funding:** \$(66,400)

**Proposed Change in FTEs:** (.64)

**Proposed Change in Performance:** This reduces the FTE allocation to this program, thereby reducing the ability to plan for and deliver projects on time and within budget.

**Other:** Currently committed production project deadlines will be extended and the delivery of the new suite of court management applications will be extended.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$187,800	\$178,598	\$371,800	...	\$305,400
<b>FTEs:</b> GSD General Fund	1.70	1.70	3.40	...	2.76
<b>Results</b>					
Percentage of projects delivered on time	65%	NR	NR	NR	NR

**Technology Planning and Solutions Line of Business** - The purpose of the Technology Planning and Solutions Line of Business is to provide assessment, enhancement, and strategic recommendation products to Metro Justice and Public Safety agencies and decision makers in Metro Government so they can provide more innovative, faster and better services to their customers.

## Justice Integration Solutions Program

The purpose of the Justice Integration Solutions Program is to provide analysis, enhancement, and strategic recommendation products to Metro Nashville Justice Agencies and other decision-makers in Metro Government so they can implement new and/or improved services.

## Results Narrative

**Proposed Change in Funding:** \$(67,500) GSD  
\$37,900 Other

**Proposed Change in FTEs:** (.56) GSD; 0.0 Other

**Proposed Change in Performance:** JIS will be unable to provide new website development services to its customers, and will be forced to discontinue support of websites currently available to internal Metro agencies and the public.

**Other:** These websites provide information to the public regarding services, as well as allows them access to valuable court, criminal, and inmate information through integration with the production court applications' criminal data. These were functions formally absorbed by the respective Metro Agency's resources.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$635,900	\$580,408	\$757,100	...	\$689,600
Special Purpose Fund	<u>56,300</u>	<u>43,823</u>	<u>32,500</u>	...	<u>70,400</u>
Total	\$692,200	\$624,231	\$789,600	...	\$760,000
<b>FTEs:</b> GSD General Fund	5.15	5.15	8.90	...	8.34
Special Purpose Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	...	<u>0.00</u>
Total	5.15	5.15	8.90	...	8.34

## Results

Percentage of committed requirements that have been delivered

NR	NR	NR	NR	NR
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### Business Continuity and Data Integrity Program

The purpose of the Business Continuity and Data Integrity Program is to provide connectivity, and data integrity products to Metro Justice and Public Safety agencies so they can have data that is secure.

### Results Narrative

**Proposed Change in Funding:** \$(10,000)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** Overage in salaries. This is not allocated and would, therefore, have no impact on performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$166,500	\$183,322	\$385,900	...	\$375,900
<b>FTEs:</b> GSD General Fund	3.05	3.05	3.60	...	3.60
<b>Results</b>					
Percentage of server maintenance plans executed	NR	NR	NR	NR	NR

**Quality Control Line of Business** - The purpose of the Quality Control Line of Business is to provide standardization, certification and preventative maintenance products to Metro Justice and Public Safety agencies so they can experience justice technology systems and services that are free from defects.

### Quality Control Program

The purpose of the Quality Control Program is to provide standardization, certification and preventative maintenance products to Metro Justice and Public Safety agencies so they can experience justice technology systems and services that are free from defects.

### Results Narrative

**Proposed Change in Funding:** \$(45,300)  
**Proposed Change in FTEs:** (.40)  
**Proposed Change in Performance:** Loss of a portion of this position will diminish JIS's ability to respond to issues pertaining to the availability of websites.  
**Other:** There is also an increased risk of unsecured data, or data loss, due to reduced ability to take quality control measures.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$187,100	\$194,064	\$414,900	...	\$369,600
<b>FTEs:</b> GSD General Fund	3.00	3.00	5.20	...	4.80
<b>Results</b>					
Percentage of requirements received by customer without defects	90%	93.75%	90%	NR	NR

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

### Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

### Results Narrative

**Proposed Change in Funding:** \$(63,400)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,200	\$0	\$25,100	...	\$(38,300)

### Executive Leadership Program

The purpose of the Executive Leadership program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

### Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$123,700	\$17,733	\$531,600	...	\$531,600
<b>FTEs:</b> GSD General Fund	1.00	1.00	1.90	...	1.90
<b>Results</b>					
Percentage of departmental key results achieved	NR	NR	NR	NR	NR

# 29 Justice Integration Services-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,776,700	1,520,689	1,879,000	1,679,800
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	17,200	15,097	16,700	16,700
Travel, Tuition, and Dues	51,200	34,336	40,400	40,400
Communications	35,700	37,775	34,900	34,900
Repairs and Maintenance Services	8,300	26,009	8,300	8,300
Internal Service Fees	114,200	113,751	198,600	133,400
<b>TOTAL OTHER SERVICES</b>	<b>226,600</b>	<b>226,968</b>	<b>298,900</b>	<b>233,700</b>
Other Expense	251,600	268,064	308,500	304,100
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>2,254,900</b>	<b>2,015,721</b>	<b>2,486,400</b>	<b>2,217,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>29,400</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,284,300</b>	<b>2,015,721</b>	<b>2,486,400</b>	<b>2,217,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>475</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>475</b>	<b>0</b>	<b>0</b>

# 29 Justice Integration Services-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	56,300	23,453	32,500	70,400
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	17,246	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>56,300</b>	<b>40,699</b>	<b>32,500</b>	<b>70,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>3,125</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>56,300</b>	<b>43,824</b>	<b>32,500</b>	<b>70,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	56,300	27,299	32,500	70,400
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>56,300</b>	<b>27,299</b>	<b>32,500</b>	<b>70,400</b>
Other Program Revenue	0	2,940	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>56,300</b>	<b>30,239</b>	<b>32,500</b>	<b>70,400</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>56,300</b>	<b>30,239</b>	<b>32,500</b>	<b>70,400</b>

# 29 Justice Integration Services-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Info Systems App Analyst 1	07779	SR1000	2	2.00	0	0.00	0	0.00
Info Systems App Analyst 3	07783	SR1200	7	7.00	5	5.00	5	5.00
Info Systems Div Mgr	07318	SR1400	1	1.00	1	1.00	1	1.00
Information Sys Oper Anal 3	10477	SR1200	0	0.00	2	2.00	2	2.00
Information Sys Oper Analyst 1	10475	SR1000	0	0.00	2	2.00	2	2.00
Information Systems Advisor 1	07234	SR1300	5	5.00	5	5.00	3	3.40
Information Systems Advisor 2	07407	SR1400	6	6.00	6	6.00	6	6.00
Justice Info Systems Dir	07233	DP0100	1	1.00	1	1.00	1	1.00
Office Support Mgr	10119	SR0900	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>23</b>	<b>23.00</b>	<b>23</b>	<b>23.00</b>	<b>21</b>	<b>21.40</b>
<b>Department Totals</b>			<b>23</b>	<b>23.00</b>	<b>23</b>	<b>23.00</b>	<b>21</b>	<b>21.40</b>



# 30 Sheriff-At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$57,508,850	\$60,221,100	\$57,488,600	
Special Purpose Funds	15,146,800	16,015,700	16,015,700	
<b>Total Expenditures and Transfers</b>	<b>\$72,655,650</b>	<b>\$76,236,800</b>	<b>\$73,504,300</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 1,969,000	\$ 1,999,000	\$ 2,499,000	
Other Governments and Agencies	23,346,800	23,346,100	22,471,100	
Other Program Revenue	814,000	953,600	953,600	
<b>Total Program Revenue</b>	<b>\$26,129,800</b>	<b>\$26,298,700</b>	<b>\$25,923,700</b>	
Non-Program Revenue	0	0	0	
Transfers From Other Funds and Units	98,000	0	0	
<b>Total Revenues</b>	<b>\$26,227,800</b>	<b>\$26,298,700</b>	<b>\$25,923,700</b>	
<b>Positions</b>	Total Budgeted Positions	844	844	844
<b>Contacts</b>	Sheriff: Daron Hall Financial Manager: Pete Lutz 506 2 <sup>nd</sup> Avenue North 37201			
	e-mail: DHall@DCSO.nashville.org e-mail: PLutz@DCSO.nashville.org Phone: 862-8170 FAX: 862-8188			

## Line of Business and Program

### Correctional Development Center – Female (CDD - F)

CDC – Female Program Management  
 CDC – F Inmate Management  
 CDC – F Support Services

### Correctional Development Center – Male (CDC – M)

CDC – M Program Management  
 CDC – M Inmate Management  
 CDC – M Support Services

### Criminal Justice Center (CJC)

Booking and Releasing  
 CJC Program Management  
 CJC Inmate Management  
 CJC Support Services

### Correctional Services Center (CSC)

Correctional Services  
 Laundry  
 Maintenance  
 Warehouse

### Hill Detention Center (HDC)

HDC Program Management  
 HDC Inmate Management  
 HDC Support Services

### Offender Reentry Center (ORC)

ORC Program Management  
 ORC Inmate Management  
 ORC Support Services

### Training Academy

Civil Warrant  
 Training  
 Transportation

### Metro Detention Facility (MDF) Contract Management

MDF Contract Management

### Administrative

Non-allocated Financial Transactions  
 Administrative Support Services  
 Executive Leadership

# 30 Sheriff-At a Glance



<b>Mission</b>	With a commitment to excellence, we strive to be the leader in the field of corrections, service of civil process, and innovative community based programs, emphasizing: Accountability, Diversity, Integrity, Professionalism
<b>Goals</b>	<p>By the year 2007, the offender population will be within rated capacity and will experience enhanced programming and responsive offender services, and the taxpayer will experience lowered costs as evidenced by:</p> <ul style="list-style-type: none"> <li>• 95% of American Correctional Association (ACA) standards met;</li> <li>• 100% of Tennessee Correctional Institute (TCI) standards met; and,</li> <li>• NA% reduction in successful offender related lawsuits.</li> </ul> <p>By the year 2007, the public will experience a decrease in the number of people who return to jail by 10%:</p> <ul style="list-style-type: none"> <li>• 60% of total jail population who return to jail (within six months); and,</li> <li>• 40% of structured correctional service participants who return to jail (within six months).</li> </ul> <p>By the year 2007, the community and policy makers will better understand the financial impact of the DCSO, as evidenced by</p> <ul style="list-style-type: none"> <li>• 20% of revenue generated as measured against budgeted funds;</li> <li>• Offender per diem cost per facility; and,</li> <li>• Cost per service of civil process.</li> </ul> <p>By 2007, the female population will experience additional programming recognizing gender-specific needs as measured by the percentage of the female population who do not return to Davidson County jails.</p>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Executive Management</b>		
Elected Official Salary Increase	\$ 6,000	State-mandated increase to salary of elected official
<b>Non-allocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	496,900	Supports the hiring and retention of a qualified workforce
FY09 Recommended Reduction	(500,000)	To be determined by Sheriff Office
Fringe Benefit Savings	(1,228,000)	Savings realized through reduced cost for fringe benefits
Elimination of Safety & Risk Management Premiums	(736,200)	Elimination of charge for coverage of safety and risk management premiums and activities
Finance Charge	(175,500)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing

# 30 Sheriff-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Human Resources Charge	\$ (409,700)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(25,700)	Eliminate the charge for delivery of administrative support functions
Customer Call Center Charge	(15,600)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(37,400)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	46,000	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(24,300)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	(91,900)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	2,100	Delivery of mail across the Metropolitan Government
Radio Service Charge	(36,400)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(2,800)	Handling and disposition of surplus property
General Fund Changes	\$(2,732,500) 13 FTEs	<u>No fiscal impact</u> , 5 FTEs Correction Officers from expired grant, 8 FTE's for Drug Court Transfer from General Sessions
<b>TOTAL</b>	<b>\$(2,732,500)</b> <b>13 FTEs</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Sheriff Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	0%	0%	100%
Program Budget Dollars:	0%	0%	100%

# 30 Sheriff-At a Glance



**Correctional Development Center – Female (CDC-F) Line of Business** – The purpose of the Correctional Development Center-Female (CDC-F) Line of Business is to provide security and program products to female inmates so they can safely and productively experience their confinement.

## CDC-Female Program Management Program

The purpose of the Correctional Development Center-Female (CDC-F) Program Management Program is to provide behavior modification products to CDC-F inmates so they can contribute to strong families and safer communities.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$565,200	\$600,754	\$633,200	...	\$633,200
<b>FTEs:</b> GSD General Fund	12.5	12.5	12.5	...	12.5

## Results

Percentage of CDC-F inmates who complete behavior modification programs who do not return to jail within twelve months	84%	NC	84%	88.4%	84%
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## CDC-F Inmate Management Program

The purpose of the Correctional Development Center-Female (CDC-F) Inmate Management Program is to provide institutional service products to CDC-F inmates so they can experience minimal conflict while under DCSO supervision.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** The proposed budget will result in a decrease of 10% in performance.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$3,145,500	\$3,452,010	\$3,527,600	...	\$3,527,600
<b>FTEs:</b> GSD General Fund	62.0	62.0	62.0	...	62.0

## Results

Percentage of CDC-F inmates not generating incident reports	85%	NC	85%	73.8%	75%
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## CDC-F Support Services Program

The purpose of the Correctional Development Center-Female (CDC-F) Support Services Program is to provide required products to CDC-F inmates so they can experience fair and just living conditions while incarcerated.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$365,400	\$482,970	\$505,500	...	\$505,500
<b>FTEs:</b> GSD General Fund	7.0	7.0	7.0	...	7.0

## Results

Percentage of ACA and TCI standards met for CDC-F inmates	96.9%	NC	96%	97.7%	96.9%
-----------------------------------------------------------	-------	----	-----	-------	-------

# 30 Sheriff-At a Glance



**Correctional Development Center – Male (CDC-M) Line of Business** - The purpose of the Correctional Development Center-Male (CDC-M) Line of Business is to provide security and program products to CDC-M inmates so they can safely and productively experience their confinement.

## CDC–M Program Management Program

The purpose of the Correctional Development Center-Male (CDC-M) Program Management Program is to provide behavior modification products to CDC-M inmates so they can contribute to strong families and safer communities.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$880,600	\$802,642	\$833,500	...	\$833,500
<b>FTEs:</b> GSD General Fund	11.5	11.5	11.5	...	11.5

### Results

Percentage of CDC-M inmates who complete behavior modifications sessions who do not return to jail in twelve months

88%	NC	88%	80.4%	88%
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## CDC-M Inmate Management Program

The purpose of the Correctional Development Center-Male (CDC-M) Inmate Management Program is to provide institutional service products to CDC-M inmates so they can experience minimal conflict while under DCSO supervision.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$5,708,700	\$4,534,890	\$4,685,400	...	\$4,685,400
<b>FTEs:</b> GSD General Fund	97.0	97.0	97.0	...	97.0

### Results

Percentage of CDC-M inmates not generating incident reports

85%	NC	85%	86.5%	85%
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## CDC-M Support Services Program

The purpose of the Correctional Development Center-Male (CDC-M) Support Services Program is to provide required products to CDC-M inmates so they can experience fair and just living conditions while incarcerated.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$772,100	\$899,399	\$933,800	...	\$933,800
<b>FTEs:</b> GSD General Fund	14.0	14.0	14.0	...	14.0

### Results

Percentage of ACA and TCI standards met for CDC-M inmates

96.9%	NC	96.9%	97.7%	96.9%
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# 30 Sheriff-At a Glance



**Criminal Justice Center (CJC) Line of Business** – The purpose of the Criminal Justice Center (CJC) Line of Business is to provide processing, security and program products to (1) criminal defendants so they can experience due process, and (2) CJC inmates so they can safely and productively experience their confinement.

## Booking and Releasing Program

The purpose of the Booking and Releasing Program is to provide criminal defendant processing products to criminal defendants so they can access their rights to due process.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,241,300	\$5,030,339	\$5,186,300	...	\$5,186,300
<b>FTEs:</b> GSD General Fund	80.0	80.0	80.0	...	80.0
<b>Results</b> Percentage of inmates who are booked and released accurately	99%	NC	99%	100%	99%

## CJC Program Management Program

The purpose of the Criminal Justice Center (CJC) Program Management Program is to provide education products to CJC inmates so they can experience greater employment and educational opportunities upon release.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** The proposed budget will reduce performance for this program by 10%.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$299,100	\$334,552	\$315,700	...	\$315,700
<b>FTEs:</b> GSD General Fund	3.5	3.5	3.5	...	3.5
<b>Results</b> Percentage of eligible CJC inmates who attempt the GED	60%	NC	70%	35.3%	60%

## CJC Inmate Management Program

The purpose of the Criminal Justice Center (CJC) Inmate Management Program is to provide institutional service products to CJC inmates so they can experience minimal conflict while under DCSO supervision.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$9,397,200	\$9,709,726	\$9,752,800	...	\$9,752,800
<b>FTEs:</b> GSD General Fund	162.0	162.0	162.0	...	162.0
<b>Results</b> Percentage of CJC inmates not generating incident reports	75%	NC	75%	76.6%	75%

# 30 Sheriff-At a Glance



## CJC Support Services Program

The purpose of the Criminal Justice Center (CJC) Support Services Program is to provide required products to CJC inmates so they can experience fair and just living conditions while incarcerated.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,534,000	\$2,820,374	\$2,920,700	...	\$2,920,700
<b>FTEs:</b> GSD General Fund	52.0	52.0	52.0	...	52.0
<b>Results</b>					
Percentage of ACA and TCI standards met for CJC inmates	96.9%	NC	96.9%	97.7%	96.9%

**Correctional Services Center (CSC) Line of Business** – The purpose of the Correctional Services Center (CSC) Line of Business is to provide maintenance, laundry, supply, and community assistance products to (1) DCSO employees and inmates so they can receive needed products in a timely manner, and (2) to Metro residents and community groups so they can achieve desired project results.

## Correctional Services Program

The purpose of the Correctional Services Program is to provide neighborhood cleanup, special event support and general assistance products to Davidson County residents, non-profit and Metro agencies so they can achieve their desired project result.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,404,800	\$1,500,457	\$1,510,800	...	\$1,510,800
<b>FTEs:</b> GSD General Fund	11.0	11.0	11.0	...	11.0
<b>Results</b>					
Percentage of customers who report correctional service sessions delivered the desired project result	99%	NC	99%	93.9%	99%

## Laundry Program

The purpose of the Laundry Program is to provide clothing and linen cleaning products to DCSO inmates so they can have clean clothes and linens.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$259,400	\$234,692	\$241,700	...	\$241,700
<b>FTEs:</b> GSD General Fund	4.0	4.0	4.0	...	4.0
<b>Results</b>					
Percentage of requests for clean clothes and linens provided in a timely manner	99%	NC	99%	100%	99%

# 30 Sheriff-At a Glance



## Maintenance Program

The purpose of the Maintenance Program is to provide preventative, corrective, inspection and repair products to the DCSO so it can experience a safe and secure operational environment.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$719,000	\$798,036	\$834,100	...	\$834,100
<b>FTEs:</b> GSD General Fund	12.0	12.0	12.0	...	12.0
<b>Results</b> Percentage of time critical facility systems are operational (HVAC, plumbing, electricity and security doors)	99%	NC	99.95%	100%	100%

## Warehouse Program

The purpose of the Warehouse Program is to provide facility supply products to the DCSO so it can receive needed materials when requested.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,393,300	\$1,168,224	\$1,148,100	...	\$1,148,100
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	2.0
<b>Results</b> Percentage of DCSO supply requests provided in a timely manner	100%	NC	100%	98%	100%

**Hill Detention Center (HDC) Line of Business** – The purpose of the Hill Detention Center (HDC) Line of Business is to provide security and program products to HDC inmates so they can safely and productively experience their confinement.

## HDC Program Management Program

The purpose of the Hill Detention Center (HDC) Program Management Program is to provide educational products to HDC inmates so they can experience greater employment and educational opportunities upon their release.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** The proposed budget will result in an improvement in performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$215,700	\$91,033	\$82,800	...	\$82,800
<b>FTEs:</b> GSD General Fund	6.0	6.0	6.0	...	6.0
<b>Results</b> Percentage of eligible HDC inmates who attempt the GED	30%	NC	30%	58.3%	80%



# 30 Sheriff-At a Glance



## HDC Inmate Management Program

The purpose of the Hill Detention Center (HDC) Inmate Management Program is to provide institutional service products to HDC inmates so they can experience minimal conflict while under DCSO supervision.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$3,484,900	\$3,654,049	\$3,696,600	...	\$3,696,600
<b>FTEs:</b> GSD General Fund	68.0	68.0	68.0	...	68.0
<b>Results</b>					
Percentage of HDC inmates not generating incident reports	75%	NC	75%	73%	75%

## HDC Support Services Program

The purpose of the Hill Detention Center (HDC) Support Services Program is to provide required products to HDC inmates so they can experience fair and just living conditions while incarcerated.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$264,400	\$255,379	\$267,900	...	\$267,900
<b>FTEs:</b> GSD General Fund	5.0	5.0	5.0	...	5.0
<b>Results</b>					
Percentage of ACA and TCI standards met for HDC inmates	96.9%	NC	96.9%	97.7%	96.9%

**Offender Reentry Center (ORC) Line of Business** - The purpose of the Offender Reentry Center (ORC) Line of Business is to provide security and program products to offenders so they can safely experience their confinement and reenter the community gainfully employed.

## ORC Program Management Program

The purpose of the Offender Reentry Center (ORC) Program Management Program is to provide job readiness and vocational education products to ORC offenders so they can reenter the community gainfully employed.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,138,400	\$1,128,329	\$1,184,300	...	\$1,184,300
<b>FTEs:</b> GSD General Fund	20.0	20.0	20.0	...	20.0
<b>Results</b>					
Percentage of ORC offenders who participate in job readiness session who reenter the community gainfully employed	65%	NC	65%	100%	65%

# 30 Sheriff-At a Glance



## ORC Inmate Management Program

The purpose of the Offender Reentry Center (ORC) Inmate Management Program is to provide institutional service products to ORC offenders so they can experience minimal conflict while under DCSO supervision.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** The proposed budget for this program will result in an increase in performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,200,000	\$2,273,126	\$2,350,000	...	\$2,350,000
<b>FTEs:</b> GSD General Fund	37.0	37.0	37.0	...	37.0
<b>Results</b>					
Percentage of ORC offenders not generating incident reports	78%	NC	78%	83.7%	85%

## ORC Support Services Program

The purpose of the Offender Reentry Center (ORC) Support Services Program is to provide required products to ORC offenders so they can experience fair and just living conditions while incarcerated.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$302,700	\$186,485	\$194,300	...	\$194,300
<b>FTEs:</b> GSD General Fund	6.0	6.0	6.0	...	6.0
<b>Results</b>					
Percentage of ACA and TCI standards met for ORC offenders	96.9%	NC	96.9%	97.7%	96.9%

**Training Academy Line of Business** - The purpose of the Training Academy Line of Business is to provide training, transportation and civil warrant products to (1) DCSO employees so they can deliver improved individual and organizational performance; (2) DCSO inmates so they can arrive at their destination safely; and (3) users of the court system so they can access their rights to due process.

## Civil Warrant Program

The purpose of the Civil Warrant Program is to provide civil process products to users of the court system so they can access their rights to due process.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$3,499,100	\$3,856,826	\$4,004,600	...	\$4,004,600
<b>FTEs:</b> GSD General Fund	63.0	63.0	63.0	...	63.0
<b>Results</b>					
Percentage of returns of services by DCSO within five working days	65%	NC	65%	59.4%	65%

# 30 Sheriff-At a Glance



## Training Program

The purpose of the Training Program is to provide educational and coaching products to DCSO employees so they can deliver improved individual and organizational performance.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$508,700	\$978,378	\$1,010,000	...	\$1,010,000
<b>FTEs:</b> GSD General Fund	5.0	5.0	5.0	...	5.0
<b>Results</b> Percentage of Level One professional employees who report improved performance after training	NR	NC	NR	NR	NR

## Transportation Program

The purpose of the Transportation Program is to provide inmate transportation products to DCSO inmates so they can arrive at their destination safely.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,083,100	\$3,101,880	\$3,143,400	...	\$3,143,400
<b>FTEs:</b> GSD General Fund	35.0	35.0	35.0	...	35.0
<b>Results</b> Percentage of inmates who arrive at their destination safely	100%	NC	100%	100%	100%

**Metro Detention Facility (MDF) Contract Management Line of Business** - The purpose of the Metro Detention Facility (MDF) Contract Management Line of Business is to provide compliance products to the DCSO so it can ensure compliance with the MDF contract to house locally sentenced felons on behalf of the State of Tennessee.

## MDF Contract Management Program

The purpose of the Metro Detention Facility (MDF) Contract Management Program is to provide compliance products to the DCSO so it can ensure compliance with the MDF contract to house locally sentenced felons on behalf of the State of Tennessee.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$15,146,800	\$14,919,136	\$16,015,700	...	\$16,015,700
<b>FTEs:</b> Special Purpose Fund	0.0	0.0	0.0	...	0.0
<b>Results</b> Percentage of time critical contract items are found to be in compliance	92%	NC	92%	88.3%	92%

# 30 Sheriff-At a Glance



**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide policy, reporting and decision products to the DSCO so it can be the leader in the field of corrections, service of civil process, and innovative community-based programs.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

**Proposed Change in Funding:** \$(3,168,500)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,286,300		\$0	...	\$(3,168,500)

## Administrative Support Services Program

The purpose of the Administrative Support Services Program is to provide data, reporting and reimbursement products to the DCSO so it can be fiscally responsible.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$8,930,900	\$8,941,006	\$10,080,100	...	\$10,080,100
<b>FTEs:</b> GSD General Fund	46.0	46.0	46.0	...	46.0

### Results

Percentage of time quarterly expense forecast is projected at or below annual budget	100%	100%	100%	100%	100%
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## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to the DCSO so it can deliver results for customers.

### Results Narrative

**Proposed Change in Funding:** \$6,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY 09.  
**Other:** Increase is due to state-mandated salary increase for the Sheriff.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$909,000	\$673,227	\$1,177,900	...	\$1,183,900
<b>FTEs:</b> GSD General Fund	12.0	12.0	12.0	...	12.0

### Results

Percentage of agency key results achieved	0%	0%	95%	NA	0%
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# 30 Sheriff-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	45,776,800	45,743,165	47,858,400	46,633,300
<b>OTHER SERVICES:</b>				
Utilities	1,256,700	1,212,588	1,166,300	1,166,300
Professional and Purchased Services	3,081,900	3,482,780	3,740,000	3,740,000
Travel, Tuition, and Dues	113,600	178,526	167,600	167,600
Communications	328,400	380,573	373,100	373,100
Repairs and Maintenance Services	221,800	138,785	154,900	154,900
Internal Service Fees	3,426,200	3,435,660	4,028,300	3,257,100
<b>TOTAL OTHER SERVICES</b>	<b>8,428,600</b>	<b>8,828,912</b>	<b>9,630,200</b>	<b>8,859,000</b>
Other Expense	3,303,450	2,811,313	2,708,400	1,972,200
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	72,581	18,700	18,700
<b>TOTAL OPERATING EXPENSE</b>	<b>57,508,850</b>	<b>57,455,971</b>	<b>60,215,700</b>	<b>57,483,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>52,812</b>	<b>5,400</b>	<b>5,400</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>57,508,850</b>	<b>57,508,782</b>	<b>60,221,100</b>	<b>57,488,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	1,969,000	2,235,841	1,999,000	2,499,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	2,960,000	981,099	2,960,000	1,960,000
Fed Through State Pass-Through	125,000	233,921	125,000	125,000
Fed Through Other - Pass Through	0	0	0	0
State Direct	5,000,000	3,926,366	4,300,000	4,300,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>8,085,000</b>	<b>5,141,386</b>	<b>7,385,000</b>	<b>6,385,000</b>
Other Program Revenue	814,000	893,734	784,000	784,000
<b>TOTAL PROGRAM REVENUE</b>	<b>10,868,000</b>	<b>8,270,961</b>	<b>10,168,000</b>	<b>9,668,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	19,019	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>19,019</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>10,868,000</b>	<b>8,289,980</b>	<b>10,168,000</b>	<b>9,668,000</b>

# 30 Sheriff-Financial



## Special Purpose Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	192,710	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	15,146,800	14,485,337	16,015,700	16,015,700
Travel, Tuition, and Dues	0	11,007	0	0
Communications	0	9,833	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>15,146,800</b>	<b>14,506,177</b>	<b>16,015,700</b>	<b>16,015,700</b>
Other Expense	0	64,524	0	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	155,724	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>15,146,800</b>	<b>14,919,135</b>	<b>16,015,700</b>	<b>16,015,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>15,146,800</b>	<b>14,919,135</b>	<b>16,015,700</b>	<b>16,015,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	115,000	321,675	115,000	240,000
Fed Through Other - Pass Through	0	0	0	0
State Direct	15,146,800	14,418,614	15,846,100	15,846,100
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>15,261,800</b>	<b>14,740,289</b>	<b>15,961,100</b>	<b>16,086,100</b>
Other Program Revenue	0	275,184	169,600	169,600
<b>TOTAL PROGRAM REVENUE</b>	<b>15,261,800</b>	<b>15,015,473</b>	<b>16,130,700</b>	<b>16,255,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>98,000</b>	<b>37,802</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>15,359,800</b>	<b>15,053,274</b>	<b>16,130,700</b>	<b>16,255,700</b>

# 30 Sheriff-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	9	8.50	9	8.50	9	8.50
Admin Svcs Mgr	07242	SR1300	9	8.50	9	8.50	9	8.50
Admin Svcs Officer 2	07243	SR0800	17	17.00	17	17.00	17	17.00
Admin Svcs Officer 3	07244	SR1000	8	8.00	8	8.00	8	8.00
Admin Svcs Officer 4	07245	SR1200	5	5.00	5	5.00	5	5.00
Case Worker	07143	SR0800	20	20.00	20	20.00	20	20.00
Case Worker 2	07859	SR0900	25	25.50	25	25.50	25	25.50
Chief Dpty-Sheriff	06680	SR1500	1	1.00	1	1.00	1	1.00
Classification Counselor	07142	SR1000	18	18.00	18	18.00	18	18.00
Correctional Officer 1	06982	CO0100	316	316.00	316	316.00	316	316.00
Correctional Officer 2	06981	CO0200	80	80.00	80	80.00	85	85.00
Correctional Officer Lieut	07145	CO0400	30	30.00	30	30.00	30	30.00
Correctional Officer Sergeant	06690	CO0300	40	40.00	40	40.00	40	40.00
Corrections Spec 2	07697	SR0900	16	16.00	16	16.00	16	16.00
Data Entry Spec	07664	SR0600	12	12.00	12	12.00	12	12.00
Database Admin	06818	SR1400	1	1.00	1	1.00	1	1.00
Dir Of Admin-Sheriff	07147	SR1400	1	1.00	1	1.00	1	1.00
Div Mgr-Sheriff	07159	SR1400	2	2.00	2	2.00	2	2.00
Equip Inventory Asst 2	07301	SR0700	4	4.00	4	4.00	4	4.00
Human Resources Admin	07346	SR1300	1	1.00	1	1.00	1	1.00
Human Resources Analyst 2	03455	SR1000	2	2.00	2	2.00	2	2.00
Info Systems App Analyst 1	07779	SR1000	1	1.00	1	1.00	1	1.00
Info Systems App Analyst 3	07783	SR1200	2	2.00	2	2.00	2	2.00
Info Systems Mgr	07782	SR1300	1	1.00	1	1.00	1	1.00
Maint Mechanic 1	07699	SR0800	9	9.00	9	9.00	9	9.00
Maint Mechanic 2	07700	SR0900	4	4.00	4	4.00	4	4.00
Office Support Rep 1	10120	SR0400	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	36	36.00	36	36.00	36	36.00
Office Support Spec 1	10123	SR0700	13	13.00	13	13.00	13	13.00
Pretrial Svcs Officer 1	07371	SR0800	11	11.00	11	11.00	11	11.00
Prisoner Process Spec	07711	SR0700	39	39.00	39	39.00	39	39.00
Process Server	03890	SR0600	3	3.00	3	3.00	3	3.00
Program Coord	06034	SR0900	13	12.50	13	12.50	13	12.50
Program Mgr 1	07376	SR1100	13	10.00	13	10.00	13	10.00
Program Mgr 2	07377	SR1200	1	1.00	1	1.00	1	1.00
Program Spec 1	07378	SR0600	3	3.00	3	3.00	3	3.00
Program Spec 2	07379	SR0800	7	6.50	7	6.50	7	6.50
Program Spec 3	07380	SR1000	9	7.50	9	7.50	9	7.50
Program Supv	07381	SR1000	7	7.00	7	7.00	7	7.00
Sheriff	04907		1	1.00	1	1.00	1	1.00
Teacher-Corrections	07189	SR0700	9	4.50	9	4.50	9	4.50
Training Spec	10159	SR1100	1	1.00	1	1.00	1	1.00
Warrant Officer 1-Sheriff	06689	SR0800	25	25.00	25	25.00	25	25.00
Warrant Officer 2-Sheriff	06686	SR0900	7	7.00	7	7.00	7	7.00
Warrant Officer 3-Sheriff	07144	SR1000	3	3.00	3	3.00	3	3.00
<b>Total Positions &amp; FTE</b>			<b>836</b>	<b>825.50</b>	<b>836</b>	<b>825.50</b>	<b>841</b>	<b>830.50</b>

# 30 Sheriff-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>* Law Enforcement Block Gra 01 30016</b>								
Data Entry Spec	07664	SR0600	1	1.00	1	1.00	0	0.00
Program Mgr 1	07376	SR1100	1	1.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
<b>* Law Enforcement Block Gra 02 30017</b>								
Correctional Officer 2	06981	CO0200	5	5.00	5	5.00	0	0.00
Program Mgr 1	07376	SR1100	1	1.00	1	1.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>6</b>	<b>6.00</b>	<b>6</b>	<b>6.00</b>	<b>0</b>	<b>0.00</b>
<b>POL 2006 JAG Grant 30028</b>								
Program Mgr 2	07377	SR1200	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1</b>	<b>1.00</b>
<b>SHE Sheriff Grant Fund 32230</b>								
Program Coord	06034	SR0900	0	0.00	0	0.00	1	1.00
Program Manager 2	10434	HS2100	0	0.00	0	0.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>2</b>	<b>2.00</b>
<b>Department Totals</b>			<b>844</b>	<b>833.50</b>	<b>844</b>	<b>833.50</b>	<b>844</b>	<b>833.50</b>



# 31 Police-At a Glance



Budget Summary		2006-07	2007-08	2008-09
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$143,702,930	\$151,595,100	\$143,673,600
	USD General Fund	481,000	481,000	481,000
	Special Purpose Fund	12,070,800	11,537,200	11,990,100
	<b>Total Expenditures and Transfers</b>	<b>\$156,254,730</b>	<b>\$163,613,300</b>	<b>\$156,144,700</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 2,232,200	\$ 4,292,500	\$ 3,579,600
	Other Governments and Agencies	2,444,200	3,269,200	4,361,600
	Other Program Revenue	285,000	270,800	263,700
	<b>Total Program Revenue</b>	<b>\$ 4,961,400</b>	<b>\$ 7,832,500</b>	<b>\$ 8,204,900</b>
	Non-program Revenue	7,512,600	4,876,800	4,969,200
	Transfers From Other Funds and Units	661,000	5,200	0
	<b>Total Revenues</b>	<b>\$13,135,000</b>	<b>\$12,714,500</b>	<b>\$13,174,100</b>
<b>Positions</b>	Total Budgeted Positions	1,868	1,873	1,875
<b>Contacts</b>	Chief of Police: Ronal Serpas Financial Manager: Christine Ragan Criminal Justice Center 37201	email: rserpas@police.nashville.org email: cragan@police.nashville.org Phone: 862-7301	FAX: 862-7787	

## Line of Business and Program

### Operational Support

- Office of Professional Accountability
- Behavioral Health Services
- Strategic Development
- Accreditation
- Case Preparation
- Inspections
- Training
- Crime Analysis
- Property & Evidence
- Vehicle Storage

### Field Operations

- Field Training Officer
- Special Events
- Central Precinct
- East Precinct
- South Precinct
- Hermitage Precinct
- West Precinct
- North Precinct
- School Resources
- Patrol Task Force
- Traffic
- Emergency Contingency
- School Crossing Guard
- Tactical Investigations
- S.W.A.T.

### Investigative Services

- Special Investigation
- Youth Services
- Domestic Violence
- Warrants
- Fugitives
- Personal Crimes
- Property Crimes
- Forensic Services
- Identification
- Investigative Task Forces

### Administrative

- Non-allocated Financial Transactions
- Information Technology
- Human Resources
- Finance
- Procurement
- Records Management
- Risk Management
- Executive Leadership

# 31 Police-At a Glance



<b>Mission</b>	The mission of the Metropolitan Nashville Police Department is to provide community-based police products to the public so they can experience a safe and peaceful Nashville.
<b>Goals</b>	<p>By 2007, the crime rate will be reduced by:</p> <ul style="list-style-type: none"> <li>• 5% in the occurrence of violent crimes</li> <li>• 5% in the occurrence of property crimes</li> <li>• 5% in the total Part I crimes reported</li> </ul> <p>By 2007, community policing, defined as trust, communication, and partnerships between the Police Department and the community, will be evidenced by the following increases:</p> <ul style="list-style-type: none"> <li>• 10% increase in Criminal Intelligence (tips)</li> <li>• Arrest rate will remain constant or increase</li> <li>• 85% Public's feeling of safety</li> </ul> <p>Employees will have the skills to use new technologies that will assist in the expansion of community-based policing within a culturally diverse community.</p> <p>By 2007, the rate of cases solved (as measured by the clearance level) for targeted crimes will be as follows: Compared to 2002 figures</p> <ul style="list-style-type: none"> <li>• 5% increase for adult rape cases</li> <li>• 5% increase residential burglary cases</li> <li>• 5% increase homicide cases</li> </ul> <p>The traffic fatality rate will be decreased 10% by 2007.</p> <p>By implementing technology that disseminates/exchanges information within the department more quickly and efficiently, enabling an integrated case management system, expanding the ability to process and analyze evidence, will increase the department's ability to solve cases and expand an officer's time in the neighborhoods.</p>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>School Resources Officer Program</b>	\$ 155,000 2 FTEs	Hiring of two Police Officers to serve as School Resource Officers for the Cane Ridge High School
<b>Non-allocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	1,053,500	Supports the hiring and retention of a qualified workforce
FY09 Recommended Reduction	(500,000)	To be determined by department
Fringe Benefit Savings	(3,068,300)	Savings realized through reduced cost for fringe benefits
Elimination of Safety & Risk Management Premiums	(4,093,000)	Elimination of charge for coverage of safety and risk management premiums and activities
Finance Charge	(502,100)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing

# 31 Police-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Human Resources Charge	\$ (855,100)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(52,900)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(58,900)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(44,700)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(79,700)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(111,800)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(17,300)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	304,300	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(30,100)	Delivery of mail across the Metropolitan Government
Radio Service Charge	(5,200)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(15,200)	Handling and disposition of surplus property
Changes to General Fund	\$ (7,921,500) 2 FTEs	
Changes to Special Purpose Funds	452,900	
<b>TOTAL</b>	<b>\$ (7,468,600)</b> 2 FTEs	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Police Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	100%	0%	0%
Program Budget Dollars:	100%	0%	0%

# 31 Police-At a Glance



**Operational Support Line of Business** - The purpose of the Operational Support Line of Business is to provide support functions, professional and ethical accountability, training, and quality assurance products to the Metropolitan Nashville Police Department operational components so they can have the resources they require to achieve their results.

## Office of Professional Accountability Program

The purpose of the Office of Professional Accountability Program is to provide misconduct investigations and educational and community outreach products to the Metropolitan Nashville Police Department leadership, employees, and the public so they can have confidence in and knowledge of the investigative process, findings that are thorough, fair and timely, and the assurance of professionalism throughout the department.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY 09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$965,800	\$971,640	\$1,028,200	...	\$1,028,200
<b>FTEs:</b> GSD General Fund	11.5	11.5	11.5	...	11.5
<b>Results</b>					
Percentage of cases completed within 45 days	80%	9.7%	95%	7.1%	95%

## Behavioral Health Services Program

The purpose of the Behavioral Health Services Program is to provide counseling, consultation, and education products to public safety personnel, victims of crime, and the public so they develop better coping skills.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY 09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,084,900	\$1,017,173	\$1,050,900	...	\$1,050,900
Special Purpose Fund	0	0	54,500	...	54,500
<b>Total</b>	\$1,084,900	\$1,017,173	\$1,105,400	...	\$1,105,400
<b>FTEs:</b> GSD General Fund	15.0	15.0	15.0	...	15.0
<b>Results</b>					
Percentage of customers randomly surveyed bi-annually, who report the information and services they received were helpful	NR	100%	NR	97%	NR

# 31 Police-At a Glance



## Strategic Development Program

The purpose of the Strategic Development Program is to provide police-related policy and program development, monitoring, analysis, and evaluation products to the Metropolitan Nashville Police Department management team and other personnel, community groups, the public, and other government agencies, so they can use the information and policies to make the Police Department more efficient, effective, and enhance the public's ability to make their community safer.

## Results Narrative

**Proposed Change in Funding:** \$(24,300) Other

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$405,000	\$425,678	\$425,300	...	\$425,300
Special Purpose Fund	24,300	0	24,300	...	0
<b>Total</b>	\$429,300	\$425,678	\$449,600	...	\$425,300
<b>FTEs:</b> GSD General Fund	6.0	6.0	6.0	...	6.0

### Results

Percentage of component commanders reporting that Strategic Development products help them 1) allocate resources, 2) deploy personnel, and 3) develop strategies

	2007	2007	2008	2008	2009
	95%	92%	95%	92%	95%

## Accreditation Program

The purpose of the Accreditation Program is to provide program and policy products to ensure the Metropolitan Nashville Police Department maintains its nationally accredited status.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$289,800	\$301,569	\$292,400	...	\$292,400
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	2.0

### Results

Percentage of CALEA Standards successfully met

	2007	2007	2008	2008	2009
	100%	32%	100%	74%	100%

## Case Preparation Program

The purpose of the Case Preparation Program is to provide timely case preparation products to the Metropolitan Nashville Police Department and the District Attorney's Office so they can know the laws of the State of Tennessee and the Metropolitan Government, and make informed decisions to pursue criminal prosecutions.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$556,700	\$598,616	\$711,300	...	\$711,300
<b>FTEs:</b> GSD General Fund	10.0	10.0	10.0	...	10.0

### Results

Percentage of case preparation requests completed within 30 days

	2007	2007	2008	2008	2009
	50%	74%	80%	53.9%	80%

# 31 Police-At a Glance



## Inspections Program

The purpose of the Safety/Inspections Program is to provide quality assurance products to the Metropolitan Nashville Police Department to insure the resources of the department are at all times compliant with safety policies and are ready for deployment.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,564,700	\$1,428,107	\$1,611,000	...	\$1,611,000
<b>FTEs:</b> GSD General Fund	30.3	30.3	30.3	...	30.3
<b>Results</b>					
Percent petty cash audits meeting compliance	NA	100%	NA	100%	NA

## Training Program

The purpose of the Training Program is to provide recruiting, educational, and developmental products to Metropolitan Nashville Police Department personnel and other law enforcement agencies so they can perform their duties safely, professionally, effectively, and lawfully.

## Results Narrative

**Proposed Change in Funding:** \$12,100 Other  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,869,400	\$3,080,679	\$3,313,800	...	\$3,313,800
Special Purpose Fund	0	0	29,600	...	41,700
Total	\$2,869,400	\$3,080,679	\$3,343,400	...	\$3,355,500
<b>FTEs:</b> GSD General Fund	23.3	23.3	23.3	...	23.3
<b>Results</b>					
Percentage of officers achieving 75% or higher on departmentally required examinations and/or practical performance tests	98%	100%	100%	100%	100%

## Crime Analysis Program

The purpose of the Crime Analysis Program is to provide tactical, administrative, and strategic level crime analysis products to the executive leadership, management teams, and operational sections of the Metropolitan Nashville Police Department, so they can make decisions, allocate resources, in support of crime reduction initiatives.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$475,100	\$314,761	\$368,000	...	\$368,000
<b>FTEs:</b> GSD General Fund	4.0	4.0	4.0	...	4.0
<b>Results</b>					
Percentage of component commanders reporting that Crime Analysis products help them 1) allocate resources, 2) deploy personnel and 3) develop strategies	NR	96%	100%	96%	100%

# 31 Police-At a Glance



## Property & Evidence Program

The purpose of the Property and Evidence Program is to provide secured storage and evidence disposal products to law enforcement so they can maintain the integrity of evidence, have contraband destroyed, and return property to the rightful owners.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,354,100	\$1,255,222	\$1,107,800	...	\$1,107,800
<b>FTEs:</b> GSD General Fund	22.2	22.2	22.2	...	22.2
<b>Results</b> Percentage of cases where evidence is not compromised during property handling and storage	99%	100%	99.99%	99.85%	99.99%

## Vehicle Storage Program

The purpose of the Vehicle Storage Program is to provide secured storage of vehicles and vehicle disposal products to law enforcement so they can maintain the integrity of evidence, have proper disposal procedures, and return property to the rightful owners.

## Results Narrative

**Proposed Change in Funding:** \$(233,800) Other  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$3,927,000	\$2,523,424	\$2,940,300	...	\$2,716,500
<b>FTEs:</b> Special Purpose Fund	29.0	29.0	29.0	...	29.0
<b>Results</b> Percentage of vehicles returned to their rightful owner within thirty days of case resolution	95%	79%	95%	81.5%	95%

**Field Operations Line of Business** - The purpose of the Field Operations Line of Business is to provide community-policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust.

## Field Training Officer Program

The purpose of the Field Training Officer Program is to provide training products to the Metropolitan Nashville Police Department so they can receive well-trained, professional, community oriented police officers.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,039,100	\$100,538	\$199,300	...	\$199,300
<b>FTEs:</b> GSD General Fund	1.0	1.0	1.0	...	1.0
<b>Results</b> Percentage of Officers in training that receive a score of 80% or higher on their OIT (Officer in Training) Assessment test	98%	36%	98%	60%	98%

# 31 Police-At a Glance



## Special Events Program

The purpose of the Special Events Program is to provide public safety products to the citizens of Nashville and Davidson County, the business community, and the various private, commercial, and other entertainment venues to reduce the usage of on duty police personnel.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,016,600	\$1,015,139	\$993,000	...	\$993,000
<b>FTEs:</b> GSD General Fund	1.0	1.0	1.0	...	1.0
<b>Results</b>					
Percentage of special events that do not require the utilization of on-duty personnel	70%	70%	70%	70%	70%

## Central Precinct Program

The purpose of the Central Precinct Program is to provide continuous patrol, investigative, first response, enforcement, and community policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust within the Central Precinct.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 9,459,500	\$9,273,731	\$9,994,100	...	\$9,994,100
Special Purpose Fund	<u>54,200</u>	<u>54,200</u>	<u>0</u>	...	<u>0</u>
Total	\$10,413,700	\$9,327,931	\$9,994,100	...	\$9,994,100
<b>FTEs:</b> GSD General Fund	131.6	131.6	134.6	...	134.6
Special Purpose Fund	<u>1.0</u>	<u>0.0</u>	<u>0.0</u>	...	<u>0.0</u>
Total	132.6	132.6	134.6	...	134.6
<b>Results</b>					
Percentage change in the total Part I Crimes reported	(5)%	(4.2)%	(5)%	(4.5)%	(5)%



# 31 Police-At a Glance



## East Precinct Program

The purpose of the East Precinct Program is to provide continuous patrol, investigative, first response, enforcement, and community policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust within the East Precinct.

## Results Narrative

**Proposed Change in Funding:** \$ 0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 9,985,200	\$11,119,043	\$12,161,800	...	\$12,161,800
Special Purpose Fund	54,200	54,200	0	...	0
<b>Total</b>	<b>\$10,039,400</b>	<b>\$11,173,243</b>	<b>\$12,161,800</b>	...	<b>\$12,161,800</b>
<b>FTEs:</b> GSD General Fund	130.8	130.8	133.8	...	133.8
Special Purpose Fund	2.0	2.0	0.0	...	0.0
<b>Total</b>	<b>132.8</b>	<b>132.8</b>	<b>133.8</b>	...	<b>133.8</b>

## Results

Percentage change in the total Part I Crimes reported (5)% (1.8)% (5)% (14.1)% (5)%

## South Precinct Program

The purpose of the South Precinct Program is to provide continuous patrol, investigative, first response, enforcement, and community policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust within the South Precinct.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$12,372,500	\$13,453,535	\$14,190,100	...	\$14,190,100
Special Purpose Fund	54,200	54,200	0	...	0
<b>Total</b>	<b>\$12,426,700</b>	<b>\$13,507,735</b>	<b>\$14,190,100</b>	...	<b>\$14,190,100</b>
<b>FTEs:</b> GSD General Fund	159.9	159.9	162.9	...	162.9
Special Purpose Fund	1.0	1.0	0.0	...	0.0
<b>Total</b>	<b>160.9</b>	<b>160.9</b>	<b>162.9</b>	...	<b>162.9</b>

## Results

Percentage change in the total Part I Crimes reported (5)% (2.9)% (5)% (10.3)% (5)%

# 31 Police-At a Glance



## Hermitage Precinct Program

The purpose of the Hermitage Precinct Program is to provide continuous patrol, investigative, first response, enforcement, and community policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust within the Hermitage Precinct.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$10,982,400	\$11,649,740	\$12,501,800	...	\$12,501,800
Special Purpose Fund	54,200	54,200	0	...	0
<b>Total</b>	\$11,036,600	\$11,703,940	\$12,501,800	...	\$12,501,800
<b>FTEs:</b> GSD General Fund	137.8	137.8	137.8	...	137.8
Special Purpose Fund	1.0	1.0	0.0	...	0.0
<b>Total</b>	138.8	138.8	137.8	...	137.8
<b>Results</b>					
Percentage change in the total Part I Crimes reported	(5)%	(1.4)%	(5)%	(3.8)%	(5)%

## West Precinct Program

The purpose of the West Precinct Program is to provide continuous patrol, investigative, first response, enforcement, and community policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust within the West Precinct.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$12,807,600	\$13,355,321	\$14,998,400	...	\$14,998,400
Special Purpose Fund	54,200	54,200	0	...	0
<b>Total</b>	\$12,861,500	\$13,409,521	\$14,998,400	...	\$14,998,400
<b>FTEs:</b> GSD General Fund	174.0	174.0	177.0	...	177.0
Special Purpose Fund	1.0	0.0	0.0	...	0.0
<b>Total</b>	175.0	174.0	177.0	...	177.0
<b>Results</b>					
Percentage change in the total Part I Crimes reported	(5)%	.2%	(5)%	(4.6)%	(5)%

# 31 Police-At a Glance



## North Precinct Program

The purpose of the North Precinct Program is to provide continuous patrol, investigative, first response, enforcement, and community policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust within the North Precinct.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$11,835,700	\$12,870,424	\$13,611,700	...	\$13,611,700
Special Purpose Fund	54,200	54,200	0	...	0
<b>Total</b>	<b>\$11,889,900</b>	<b>\$12,924,624</b>	<b>\$13,611,700</b>	...	<b>\$13,611,700</b>
<b>FTEs:</b> GSD General Fund	148.9	148.9	151.9	...	151.9
Special Purpose Fund	1.0	1.0	0.0	...	0.0
<b>Total</b>	<b>149.9</b>	<b>148.9</b>	<b>151.9</b>	...	<b>151.9</b>

## Results

Percentage change in the total Part I Crimes reported (5)% (1.4)% (5)% 3.4% (5)%

## School Resources Program

The purpose of the School Resources Program is to provide personnel and training products to Metropolitan Middle and High Schools so that students can enjoy a safe environment for education.

## Results Narrative

**Proposed Change in Funding:** \$155,000 GSD

**Proposed Change in FTEs:** 2.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** The proposed level of funding will allow the program to maintain the same number of 5<sup>th</sup> graders enrolled in DARE and the teaching materials provided by the School board. By funding two new Officers, two can be dedicated to the new Cane Ridge High School.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,991,900	\$5,839,681	\$5,761,200	...	\$5,916,200
Special Purpose Fund	0	0	150,000	...	150,000
<b>Total</b>	<b>\$4,991,900</b>	<b>\$5,839,681</b>	<b>\$5,911,200</b>	...	<b>\$6,066,200</b>
<b>FTEs:</b> GSD General Fund	69.0	69.0	69.0	...	71.0

## Results

Percentage of middle and high school students involved in violent or drug related incidents as measured by MNPD offense reports 1% .1% (5)% 0% 1%

# 31 Police-At a Glance



## Patrol Task Force Program

The purpose of the Patrol Task Force Program is to provide selective enforcement products to citizens residing in Metropolitan Department of Housing Authority properties to enhance the quality of life in those areas.

## Results Narrative

**Proposed Change in Funding:** \$20,900 Other

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$662,300	\$662,300	\$695,000	...	\$715,900
<b>FTEs:</b> Special Purpose Fund	6.0	6.0	6.0	...	6.0
<b>Results</b>					
Percentage change in the number complaints received	5%	12.7%	5%	14.7%	5%

## Traffic Program

The purpose of the Traffic Program is to provide investigative and enforcement products to the public so they can experience safe and timely travel.

## Results Narrative

**Proposed Change in Funding:** \$764,200 Other

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** New grants.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,688,800	\$2,452,332	\$2,785,500	...	\$2,785,500
Special Purpose Fund	606,900	196,815	289,700	...	1,053,900
Total	\$3,295,700	\$2,649,147	\$3,075,200	...	\$3,839,400
<b>FTEs:</b> GSD General Fund	42.5	42.5	42.5	...	42.5
<b>Results</b>					
Percentage change in the number of fatal crashes occurring on the interstate systems	(5)%	(21.3)%	(5)%	(23)%	(5)%

## Emergency Contingency Program

The purpose of the Emergency Contingency Program is to provide equipment, management, training, and response to critical incidents for the Metropolitan Nashville Police Department to ensure the safety of MNPD personnel and the public during response to critical incidents that may involve Chemical, Biological, Radiological, Nuclear or Explosive (CBRNE) elements.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$828,800	\$831,670	\$969,500	...	\$969,500
<b>FTEs:</b> GSD General Fund	8.0	8.0	8.0	...	8.0
<b>Results</b>					
Percentage of equipment that meets OSHA standards when inspected (any equipment that fails inspection is removed or replaced immediately)	90%	100%	90%	100%	90%

# 31 Police-At a Glance



## School Crossing Guard Program

The purpose of the School Crossing Guard Program is to provide pedestrian and car traffic control products to school children, other pedestrians and motorists so they can safely commute to and from school.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,100,700	\$1,994,653	\$2,110,700	...	\$2,110,700
<b>FTEs:</b> GSD General Fund	89.5	89.5	89.5	...	89.5

### Results

Percentage of students who commute to and from school daily without injury or incident in areas monitored by School Crossing Guards

100%	100%	100%	100%	100%
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## Tactical Investigations Program

The purpose of the Tactical Investigations Program is to provide specialized technical assistance products to law enforcement agencies, fire agencies, and the public so they can quickly, safely, and effectively conduct searches.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$3,286,500	\$3,009,284	\$3,217,100	...	\$3,217,100
<b>FTEs:</b> GSD General Fund	37.0	37.0	37.0	...	37.0

### Results

Percentage change in the utilization of tactical units by patrol

10%	(40)%	10%	(4.7)%	10%
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## S.W.A.T. Program

The purpose of the S.W.A.T. Program is to provide S.W.A.T. and Crisis Negotiation Response products to all divisions of the Metropolitan Nashville Police Department and the public so they can resolve high-risk and other special tactical situations with reduced risk of disabling injury or death.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,392,100	\$1,393,579	\$1,319,500	...	\$1,319,500
<b>FTEs:</b> GSD General Fund	13.0	13.0	13.0	...	13.0

### Results

Percentage change in the number of times SWAT team is utilized by field/investigative units for high profile warrant service

0%	1.3%	10%	(1.8)%	10%
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# 31 Police-At a Glance



**Investigative Services Line of Business** - The purpose of the Investigative Services Line of Business is to provide criminal investigative products to the Metropolitan Nashville Police Department, the community, and other agencies so the Department can solve crimes and the public can enjoy a reduced risk of becoming a victim.

## Special Investigation Program

The purpose of the Special Investigation Program is to provide information, analysis, security, special investigations, and surveillance to members of the Metropolitan Nashville Police Department, other law enforcement agencies, and the community, so they can reduce and prosecute crime.

## Results Narrative

**Proposed Change in Funding:** \$268,100 Other

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** New revenue projections for FY09 resulted in special purpose fund change.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$5,094,900	\$ 5,498,919	\$ 5,965,700	...	\$5,965,700
Special Purpose fund	<u>4,672,200</u>	<u>4,672,200</u>	<u>5,698,700</u>	...	<u>5,966,800</u>
Total	\$9,767,100	\$10,171,119	\$11,664,400	...	\$11,932,500
<b>FTEs:</b> GSD General Fund	67.2	67.2	67.2	...	67.2
Special Purpose Fund	<u>7.0</u>	<u>7.0</u>	<u>1.0</u>	...	<u>1.0</u>
Total	74.2	74.2	68.2	...	68.2

### Results

Percentage of investigations leading to enhanced prosecutions of criminals carrying illegal firearms

80%	95%	80%	100%	80%
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## Youth Services Program

The purpose of the Youth Services Program is to provide investigations and counseling products to child victims, families, schools, and youth offenders, so they can experience a resolution of their case and youth offenders do not commit additional crimes in the community.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,787,000	\$1,917,390	\$2,107,100	...	\$2,107,100
<b>FTEs:</b> GSD General Fund	28.3	28.3	28.3	...	28.3

### Results

Percentage of assigned cases cleared

95%	81%	95%	63%	99%
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## Domestic Violence Program

The purpose of the Domestic Violence Program is to provide domestic violence reduction and awareness products to all persons affected by domestic violence so they can lessen the risk of becoming a victim of future domestic violence.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,428,100	\$2,392,504	\$2,462,100	...	\$2,462,100
<b>FTEs:</b> GSD General Fund	35.8	35.8	35.8	...	35.8

### Results

Percentage change in the occurrence of reported Domestic Assault

(5)%	5%	(5)%	17%	(5)%
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# 31 Police-At a Glance



## Warrants Program

The purpose of the Warrants Program is to provide housing, modification and warrant service products to the MNP, citizens, and other law enforcement agencies both within and outside of Davidson County.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,234,800	\$1,903,753	\$2,309,100	...	\$2,309,100
<b>FTEs:</b> GSD General Fund	29.4	29.4	29.4	...	29.4

### Results

Percentage change in the number of warrants served by the Warrant Section	5%	5%	5%	4.2%	5%
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## Fugitives Program

The purpose of the Fugitives Program is to provide arrest, transport, and extradition products for the Davidson County District Attorney and law enforcement agencies so they can commence with trial and/or incarceration proceedings in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$688,800	\$399,213	\$541,500	...	\$541,500
Special Purpose Fund	0	0	20,000	...	20,000
Total	\$688,800	\$399,213	\$561,500	...	\$561,500
<b>FTEs:</b> GSD General Fund	6.0	6.0	6.0	...	6.0

### Results

Percentage of Davidson County District Attorney initiated extraditions completed within 10 days	100%	100%	100%	100%	100%
-------------------------------------------------------------------------------------------------	------	------	------	------	------

## Personal Crimes Program

The purpose of the Personal Crimes Program is to provide investigative products to victims, their families, and the public so they can feel and be safe from acts of violence.

## Results Narrative

**Proposed Change in Funding:** \$2,000 Other  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,444,500	\$2,622,565	\$2,771,100	...	\$2,771,100
Special Purpose Fund	0	0	31,700	...	33,700
Total	\$2,444,500	\$2,622,565	\$2,802,800	...	\$2,804,800
<b>FTEs:</b> GSD General Fund	42.5	42.5	42.5	...	42.5

### Results

Percentage change in the occurrence of rape	(5)%	4.3%	(5)%	6.7%	(5)%
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# 31 Police-At a Glance



## Property Crimes Program

The purpose of the Property Crimes Program is to provide investigative products to victims of property crimes and the public so they can feel safe in their community by having their personal property protected.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,209,800	\$2,203,700	\$2,262,800	...	\$2,262,800
<b>FTEs:</b> GSD General Fund	23.3	23.3	23.3	...	23.3
<b>Results</b>					
Percentage change in the occurrence of auto theft	(5)%	.3%	(5)%	(17.6)%	(5)%

## Forensic Services Program

The purpose of the Forensic Services Program is to provide forensic analysis products to the Metropolitan Nashville Police Department and other criminal justice agencies so they can have identities of persons confirmed and have evidence and suspects identified.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,187,700	\$2,093,678	\$2,259,100	...	\$2,259,100
<b>FTEs:</b> GSD General Fund	22.5	22.5	22.5	...	22.5
<b>Results</b>					
Percentage of cases where the investigator reports that Forensic Services provided the forensic support that was needed for major crime scene investigations	90%	100%	90%	100%	90%

## Identification Program

The purpose of the Identification Program is to provide identification and analysis products to the Metropolitan Nashville Police Department and other criminal justice agencies so they can have identities of persons confirmed and have evidence and suspects identified.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,597,500	\$1,578,604	\$1,735,100	...	\$1,735,100
<b>FTEs:</b> GSD General Fund	25.5	25.5	25.5	...	25.5
<b>Results</b>					
Percentage of arrestees whose identification is confirmed within 2 minutes of request	90%	99.8%	90%	100%	90%



## Investigative Task Forces Program

The purpose of the Investigative Task Forces Program is to provide federal and state investigations and prosecution products to the members of the Metropolitan Nashville Police Department and the public so they can have a community free from habitual criminals.

## Results Narrative

**Proposed Change in Funding:** \$35,800 Other  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$1,216,116	\$1,074,600	...	\$1,074,600
Special Purpose Fund	0	0	71,900	...	107,700
Total	\$0	\$1,216,116	\$1,146,500	...	\$1,182,300
<b>FTEs:</b> GSD General Fund	0.00	0.00	0.00	...	0.00
<b>Results</b>					
Percentage of cases assigned that result in federal prosecution	NR	NA	NR	NA	NR

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support services to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,412,200	\$0	\$728,300	...	\$(8,863,500)

## Information Technology Program

The purpose of the Information Technology Program is to provide information technology support products to this Metro department so it can efficiently and securely meet its needs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$5,830,300	\$6,212,128	\$7,995,200	...	\$7,995,200
<b>FTEs:</b> GSD General Fund	23.3	23.3	26.3	...	26.3
<b>Results</b>					
Percentage of mission critical application uptime	99%	100%	99%	100%	99%

# 31 Police-At a Glance



## Human Resources Program

The purpose of the Human Resources Program is to provide employment products to department employees so they can receive their benefits and compensation timely and accurately.

## Results Narrative

**Proposed Change in Funding:** \$(364,900) Other  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Changes due to projected revenues for FY09.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,215,500	\$1,899,240	\$2,363,800	...	\$2,363,800
Special Purpose Fund (SEU)	1,852,900	1,594,966	1,586,000	...	1,221,100
USD General Fund (Transfer)	<u>481,000</u>	<u>481,000</u>	<u>481,000</u>	...	<u>481,000</u>
Total	\$4,549,400	\$3,975,206	\$4,430,800	...	\$4,069,900
<b>FTEs:</b> GSD General Fund	13.7	13.7	13.7	...	13.7
Special Purpose Fund	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	...	<u>5.0</u>
Total	18.7	18.7	18.7	...	18.7

### Results

Percentage of applicants (civilian and sworn) who complete the hiring/promotional process

NA NA NA NA NA

## Finance Program

The purpose of the Finance Program is to manage and support the financial functions and to prepare and present the budget needs of the Police Department.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,937,300	\$4,643,863	\$1,971,900	...	\$1,971,900
<b>FTEs:</b> GSD General Fund	6.5	6.5	6.5	...	6.5

### Results

Percentage of budget variance

1% 1.4% 1% 38.1% 1%

## Procurement Program

The purpose of the Procurement Program is to provide purchasing transaction support products to this Metro department so it can obtain needed goods and services in a timely and efficient manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$851,100	\$847,940	\$1,056,700	...	\$1,056,700
<b>FTEs:</b> GSD General Fund	8.5	8.5	8.5	...	8.5

### Results

Percentage of department purchases made via purchasing card\*

33% 59.8% 33% NA 33%

\* Only P-Card purchases received and processed by the Fiscal Section

# 31 Police-At a Glance



## Records Management Program

The purpose of the Records Management Program is to provide record management products to this Metro department so it can manage records compliant with legal and policy requirements.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,802,200	\$3,229,593	\$3,309,500	...	\$3,309,500
<b>FTEs:</b> GSD General Fund	65.7	65.7	65.7	...	65.7
<b>Results</b>					
Percentage of reports scanned and available to the public within 72 hours	90%	96%	90%	96%	90%

## Risk Management Program

The purpose of the Risk Management Program is to provide safety enhancement and risk management products to this Metro department so it can prevent accidents and injuries and effectively respond to accidents and injuries that occur.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,178,800	\$3,958,532	\$4,349,700	...	\$4,349,700
<b>FTEs:</b> GSD General Fund	2.0	2.0	2.0	...	2.0
<b>Results</b>					
Percentage of injury claims approved	95%	91%	95%	92.4%	95%

## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Resources will be managed to maintain operations in the most efficient manner.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,449,500	\$1,304,907	\$1,609,400	...	\$1,609,400
<b>FTEs:</b> GSD General Fund	12.0	12.0	12.0	...	12.0
<b>Results</b>					
Percentage of departmental key results achieved	NR	55%	95%	52%	95%

# 31 Police-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	120,659,550	118,279,782	125,444,100	123,055,200
<b>OTHER SERVICES:</b>				
Utilities	97,700	6,365	60,800	60,800
Professional and Purchased Services	809,900	613,913	1,009,400	1,009,400
Travel, Tuition, and Dues	744,800	404,438	768,200	768,200
Communications	820,100	991,854	1,604,600	1,633,700
Repairs and Maintenance Services	1,154,000	1,631,770	1,488,700	1,488,700
Internal Service Fees	13,032,800	13,028,001	14,457,600	12,988,900
<b>TOTAL OTHER SERVICES</b>	<b>16,659,300</b>	<b>16,676,341</b>	<b>19,389,300</b>	<b>17,949,700</b>
Other Expense	6,374,680	6,369,316	6,752,300	2,659,300
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	73,532	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>143,693,530</b>	<b>141,398,971</b>	<b>151,588,700</b>	<b>143,664,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>9,400</b>	<b>276,790</b>	<b>9,400</b>	<b>9,400</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>143,702,930</b>	<b>141,675,761</b>	<b>151,595,100</b>	<b>143,673,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	440,700	435,570	437,000	413,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	623,500	702,731	715,800	759,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>623,500</b>	<b>702,731</b>	<b>715,800</b>	<b>759,000</b>
Other Program Revenue	0	50	12,500	0
<b>TOTAL PROGRAM REVENUE</b>	<b>1,064,200</b>	<b>1,138,351</b>	<b>1,165,300</b>	<b>1,172,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	22,824	12,000	12,000
Compensation From Property	0	18,455	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>41,279</b>	<b>12,000</b>	<b>12,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>1,587</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,064,200</b>	<b>1,181,217</b>	<b>1,177,300</b>	<b>1,184,000</b>

# 31 Police-Financial



## USD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	0	0	0	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>481,000</b>	<b>481,000</b>	<b>481,000</b>	<b>481,000</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>481,000</b>	<b>481,000</b>	<b>481,000</b>	<b>481,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 31 Police-Financial



## Special Purpose Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	4,360,900	4,247,140	3,677,400	4,336,100
<b>OTHER SERVICES:</b>				
Utilities	0	105	0	0
Professional and Purchased Services	4,753,000	3,031,344	4,538,000	4,271,200
Travel, Tuition, and Dues	124,800	124,562	298,000	310,800
Communications	171,200	146,179	131,300	135,600
Repairs and Maintenance Services	66,100	35,655	66,000	76,000
Internal Service Fees	215,700	136,515	234,100	224,700
<b>TOTAL OTHER SERVICES</b>	<b>5,330,800</b>	<b>3,474,360</b>	<b>5,267,400</b>	<b>5,018,300</b>
Other Expense	1,171,500	778,063	1,908,600	1,780,400
Pension, Annuity, Debt, & Other Costs	0	0	0	1,900
Special Projects	0	0	0	0
Equipment, Buildings & Land	547,000	223,531	131,000	392,600
<b>TOTAL OPERATING EXPENSE</b>	<b>11,410,200</b>	<b>8,723,094</b>	<b>10,984,400</b>	<b>11,529,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>660,600</b>	<b>1,251,811</b>	<b>552,800</b>	<b>460,800</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>12,070,800</b>	<b>9,974,905</b>	<b>11,537,200</b>	<b>11,990,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	1,791,500	3,799,650	3,855,500	3,166,600
<b>Other Governments &amp; Agencies</b>				
Federal Direct	979,100	616,131	1,203,200	1,467,000
Fed Through State Pass-Through	68,300	64,835	70,000	70,300
Fed Through Other - Pass Through	0	0	0	0
State Direct	755,000	966,598	585,200	1,349,400
Other Government Agencies	18,300	622,744	695,000	715,900
<b>Subtotal Other Governments &amp; Agencies</b>	<b>1,820,700</b>	<b>2,270,308</b>	<b>2,553,400</b>	<b>3,602,600</b>
Other Program Revenue	285,000	495,130	258,300	263,700
<b>TOTAL PROGRAM REVENUE</b>	<b>3,897,200</b>	<b>6,565,088</b>	<b>6,667,200</b>	<b>7,032,900</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	16,000	142,275	33,000	33,000
Fines, Forfeits, & Penalties	6,013,000	2,099,556	4,231,800	4,224,200
Compensation From Property	1,483,600	722,662	600,000	700,000
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>7,512,600</b>	<b>2,964,492</b>	<b>4,864,800</b>	<b>4,957,200</b>
<b>Transfers From Other Funds and Units</b>	<b>661,000</b>	<b>482,188</b>	<b>5,200</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>12,070,800</b>	<b>10,011,768</b>	<b>11,537,200</b>	<b>11,990,100</b>

# 31 Police-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	3	3.00	2	2.00	10	10.00
Admin Spec	07720	SR1100	1	1.00	1	1.00	1	1.00
Admin Svcs Mgr	07242	SR1300	1	1.00	2	2.00	1	1.00
Admin Svcs Officer 1	02660	SR0600	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 2	07243	SR0800	1	1.50	2	2.50	2	2.50
Admin Svcs Officer 3	07244	SR1000	8	8.00	4	4.00	4	4.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	3	3.00	4	4.00
Armorer	07174	SR1000	1	1.00	1	1.00	1	1.00
Behavioral Hlth Svcs Mgr	07175	SR1400	1	1.00	1	1.00	1	1.00
Bldg Maint Leader	07255	TG0600	4	4.00	4	4.00	4	4.00
Bldg Maint Mechanic	02220	TG0800	1	1.00	1	1.00	1	1.00
Computer Operations Shift Supv	01302	SR1100	2	2.00	2	2.00	1	1.00
Computer Operator 2	04540	SR0600	1	1.00	1	1.00	3	3.00
Computer Operator 3	07268	SR0700	4	4.00	4	4.00	2	2.00
Crime Scene Technician 1	10487	SR0900	0	0.00	6	6.00	6	6.00
Equip & Supply Clerk 1	05010	SR0400	(1)	(1.00)	1	1.00	0	0.00
Equip & Supply Clerk 2	03440	SR0600	1	1.00	0	0.00	0	0.00
Equip & Supply Clerk 3	03027	SR0700	1	1.00	1	1.00	2	2.00
Exe Administrator Police/Fire	10354	SR1500	0	0.00	2	2.00	3	3.00
Exec Asst To Chief-Police/Fire	07722	SR1000	7	7.00	5	5.00	5	5.00
Finance Mgr	06232	SR1400	1	1.00	1	1.00	1	1.00
Human Resources Admin	07346	SR1300	1	1.00	0	0.00	0	0.00
Human Resources Analyst 1	02730	SR0800	0	0.00	1	1.00	1	1.00
Human Resources Analyst 2	03455	SR1000	0	0.00	1	1.00	1	1.00
Human Resources Asst 2	06931	SR0700	1	1.00	1	1.00	1	1.00
Human Resources Mgr	06531	SR1400	0	0.00	1	1.00	1	1.00
Info Sys Comm Tech 2	06919	SR0900	2	2.00	2	2.00	0	0.00
Info Systems App Analyst 1	07779	SR1000	1	1.00	1	1.00	0	0.00
Info Systems App Analyst 2	07780	SR1100	0	0.00	0	0.00	2	2.00
Info Systems App Analyst 3	07783	SR1200	8	8.00	8	8.00	8	8.00
Info Systems App Tech 1	07784	SR0800	1	1.00	1	1.00	1	1.00
Info Systems App Tech 2	07785	SR0900	5	5.00	5	5.00	5	5.00
Information Sys Media Analys 2	10471	SR1100	0	0.00	0	0.00	1	1.00
Information Sys Oper Anal 2	10476	SR1100	0	0.00	0	0.00	1	1.00
Information Systems Advisor 1	07234	SR1300	3	3.00	6	6.00	7	7.00
Information Systems Advisor 2	07407	SR1400	1	1.00	1	1.00	3	3.00
Office Support Rep 2	10121	SR0500	6	3.50	5	3.00	4	2.50
Office Support Spec 2	10124	SR0800	3	3.00	3	3.00	5	5.00
Paralegal	07343	SR0800	0	0.00	1	1.00	1	1.00
Police Captain	00956	PS0800	13	13.00	14	14.00	14	14.00
Police Chief	01110	DP0300	1	1.00	1	1.00	1	1.00
Police Commander	07702	PS0900	6	6.00	6	6.00	6	6.00
Police Crisis Counseling Supv	06882	SR1200	3	3.00	3	3.00	3	3.00
Police Crisis Counselor 1	05920	SR0900	2	2.00	1	1.00	1	1.00
Police Crisis Counselor 2	10130	SR1100	6	6.00	6	6.00	6	6.00
Police Data Prod Cntrl Coord	01396	SR1100	1	1.00	1	1.00	1	1.00
Police Dpty Chief	10154	PS1000	3	3.00	3	3.00	3	3.00

# 31 Police-Financial



		FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101 (Continued)</b>							
Police Exec Admin	07350 SR1500	2	2.00	0	0.00	0	0.00
Police Exec Asst	07349 SR0900	4	4.00	4	4.00	2	2.00
Police Graphics Spec	07351 SR0800	1	1.00	1	1.00	1	1.00
Police Ident Analyst 1	07352 SR0900	3	3.00	0	0.00	4	4.00
Police Ident Analyst 2	10489 SR1000	0	0.00	3	3.00	2	2.00
Police Identification Spec 1	07353 SR0700	1	1.00	1	1.00	1	1.00
Police Identification Spec 2	07354 SR0800	14	14.00	8	8.00	5	5.00
Police Identification Supv	06651 SR1100	3	3.00	3	3.00	3	3.00
Police Lieutenant	07355 PS0700	54	54.00	54	54.00	54	54.00
Police Officer 1	06872 PS0300	(7)	(4.97)	0	0.00	0	0.00
Police Officer 2	07356 PS0400	892	889.47	886	886.00	888	888.00
Police Officer 2-Fld Trng Ofcr	07357 PS0500	66	66.00	66	66.00	66	66.00
Police Officer 3	07794 PS0500	71	71.00	71	71.00	71	71.00
Police Operations Analyst 2	07178 SR1000	1	1.00	1	1.00	1	1.00
Police Operations Asst 1	07362 SR0400	5	5.00	12	12.00	19	19.00
Police Operations Asst 2	07363 SR0500	17	17.00	11	11.00	13	13.00
Police Operations Asst 3	07796 SR0600	46	46.00	45	45.00	35	35.00
Police Operations Coord 1	07365 SR0700	66	66.00	60	60.00	52	52.00
Police Operations Coord 2	07364 SR0800	22	22.00	22	22.00	21	21.00
Police Operations Supv	07361 SR0900	9	9.00	9	9.00	8	8.00
Police Security Guard 1	07751 SR0600	18	18.00	18	18.00	18	18.00
Police Security Guard 2	07752 SR0800	3	3.00	3	3.00	3	3.00
Police Sergeant	07366 PS0600	203	203.00	204	204.00	204	204.00
Police Youth Counselor 2	07368 SR1000	4	4.00	4	4.00	4	4.00
Professional Spec	07753 SR1100	0	0.00	0	0.00	2	2.00
Pub Affairs Mgr-Police	10131 SR1400	1	1.00	1	1.00	0	0.00
Research Analyst 2	07391 SR1200	2	2.00	2	2.00	2	2.00
Research Mgr-Police	10134 SR1300	1	1.00	1	1.00	1	1.00
School Crossing Guard	03445 SP0100	208	79.00	208	79.00	208	*79.04
School Crossing Guard Supv	03447 SS0100	8	6.00	8	6.00	8	6.00
Technical Specialist 1	07756 SR1100	1	1.00	5	5.00	2	2.00
Technical Specialist 2	07757 SR1200	2	2.00	3	2.00	4	2.50
<b>Total Positions &amp; FTE</b>		<b>1,826</b>	<b>1,692.50</b>	<b>1,830</b>	<b>1,696.50</b>	<b>1,832</b>	<b>1,698.54</b>
<b>Police Secondary Employment 30148</b>							
Office Support Spec 2	10124 SR0800	1	1.00	1	1.00	1	1.00
Police Operations Asst 1	07362 SR0400	1	1.00	1	1.00	1	1.00
Police Operations Asst 2	07363 SR0500	1	1.00	1	1.00	1	1.00
Police Operations Coord 1	07365 SR0700	1	1.00	1	1.00	1	1.00
Police Sergeant	07366 PS0600	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>		<b>5</b>	<b>5.00</b>	<b>5</b>	<b>5.00</b>	<b>5</b>	<b>5.00</b>
<b>POL State Gambling Forfeiture 30155</b>							
Finance Mgr	06232 SR1400	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>		<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>

\* Correction: 208 School Crossing Guard positions @.38 FTE per position totaling 79.04 FTEs. See Class 03445.



# 31 Police-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Police Task Force Fund 30200</b>								
Police Officer 2	07356	PS0400	5	5.00	5	5.00	5	5.00
Police Sergeant	07366	PS0600	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>6</b>	<b>6.00</b>	<b>6</b>	<b>6.00</b>	<b>6</b>	<b>6.00</b>
<b>Police Grant Fund 32231</b>								
Police Crisis Counselor 1	05920	SR0900	1	1.00	0	0.00	0	0.00
Police Crisis Counselor 2	10130	SR1100	0	0.00	1	1.00	1	1.00
Police Officer 1	06872	PS0300	6	6.00	0	0.00	0	0.00
Police Officer 2	07356	PS0400	(7)	(6.50)	0	0.00	1	1.00
Professional Spec	07753	SR1100	0	0.00	1	1.00	0	0.00
Social Worker 1	04949	SR0800	1	0.50	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>1.00</b>	<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>
<b>Police Impound 61200</b>								
Admin Svcs Officer 3	07244	SR1000	0	0.00	1	1.00	1	1.00
Bldg Maint Worker	07257	TG0400	1	1.00	1	1.00	0	0.00
Police Operations Asst 1	07362	SR0400	0	0.00	1	1.00	1	1.00
Police Operations Asst 2	07363	SR0500	9	9.00	3	3.00	3	3.00
Police Operations Asst 3	07796	SR0600	0	0.00	5	5.00	5	5.00
Police Operations Coord 1	07365	SR0700	5	5.00	5	5.00	5	5.00
Police Operations Coord 2	07364	SR0800	1	1.00	0	0.00	0	0.00
Police Operations Supv	07361	SR0900	0	0.00	3	3.00	3	3.00
Police Security Guard 1	07751	SR0600	13	13.00	10	10.00	11	11.00
<b>Total Positions &amp; FTE</b>			<b>29</b>	<b>29.00</b>	<b>29</b>	<b>29.00</b>	<b>29</b>	<b>29.00</b>
<b>Department Totals</b>			<b>1,868</b>	<b>1,734.50</b>	<b>1,873</b>	<b>1,739.50</b>	<b>1,875</b>	<b>1,741.54</b>

# 47 Criminal Justice Planning-At a Glance



Budget Summary	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$ 500,300	\$485,900	\$438,100	
<b>Total Expenditures and Transfers</b>	<u>\$ 500,300</u>	<u>\$485,900</u>	<u>\$438,100</u>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0	
Other Governments and Agencies	0	0	0	
Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>	
<b>Total Program Revenue</b>	\$ 0	\$ 0	\$ 0	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>	
<b>Total Revenues</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	
<b>Positions</b>	Total Budgeted Positions	4	4	4
<b>Contacts</b>	Director: Donna Blackbourne Jones      email: donnablackbourne@jis.nashville.org Administrative Specialist: Patsy Brown      email: patsybrown@jis.nashville.org  430 3 <sup>rd</sup> Avenue N, Trial Lawyers Building Suite 202      37201      Phone: 880-1994      FAX: 880-2551			

## Line of Business and Program

**CJP Reporting**  
CJP Reporting

**Administrative**  
Non-allocated Financial Transactions

# 47 Criminal Justice Planning-At a Glance



<b>Mission</b>	The mission of Criminal Justice Planning is to provide system-wide criminal justice data and reporting products to various criminal justice departments and policymakers so they can make informed decisions in developing management strategies for the Davidson County criminal justice system.
<b>Goals</b>	<p>By 200X, Criminal Justice departments and agencies will experience comprehensive data analysis and reporting as evidenced by:</p> <ul style="list-style-type: none"> <li>• ____% of reports delivered within established timeframes</li> <li>• Annual Correctional Population Projection Report within +/- 4% of actuals</li> </ul> <p>By 200X, Criminal Justice Planning and Criminal Justice Planning Advisory Board will have a current understanding of the complexity and ever-changing nature of the criminal justice system as evidenced by:</p> <ul style="list-style-type: none"> <li>• Regularly consulting with data providers and data users to ensure relevance and appropriateness of collected data and to keep informed of changes in data (Policy A page 32)</li> <li>• ____% of customers who say reports provided were useful in making current and future management decisions (Policy B page 32)</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>CJP Reporting Program</b>		
FY09 Recommended Reduction	\$ (20,700)	Reduced ability to provide statistical reporting products.
<b>Non-allocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	1,800	Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(18,000)	Supports the hiring and retention of a qualified workforce
Elimination of Safety & Risk Management Premiums	(800)	Elimination of charge for coverage of safety and risk management premiums and activities
Finance Charge	(4,000)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(1,200)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Information Systems Charge	(3,500)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(700)	Delivery of facility maintenance and associated security functions

# 47 Criminal Justice Planning-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation	Result
Shared Business Office Charge	\$ (300) Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(100) Eliminate the charge for delivery of centralized payment services
Surplus Property Charge	(100) Handling and disposition of surplus property
Internal Audit Charge	(200) Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Total	\$(47,800)

# 47 Criminal Justice Planning-At a Glance



**CJP Reporting Line of Business** - The purpose of the CJP Reporting Line of Business is to provide system-wide criminal justice data and reporting products to various criminal justice departments and policymakers so they can make informed management decisions.

## CJP Reporting Program

The purpose of the CJP Reporting Program is to provide system-wide criminal justice data and reporting products to various criminal justice departments and policymakers so they can make informed management decisions.

## Results Narrative

**Proposed Change in Funding:** \$(20,700)

**Proposed Change in FTEs:** (0.25)

**Proposed Change in Performance:** As baseline data continues to be collected performance could be reduced 10% for FY09.

**Other:** A reduction of \$20,700 will have a negative impact on the quality of our reports. Current staff and reduction of staff will make it difficult to attend conferences that would provide continuing education in the area of justice research and statistical analysis.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$500,300	\$461,675	\$485,900	...	\$465,200
<b>FTEs:</b> GSD General Fund	4.00	4.00	4.00	...	3.75

## Results

Percentage of customers who say reports provided were useful in making current and future management decisions

NR NR NR NR NR

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	...	\$0	...	\$(26,500)
<b>FTEs:</b> GSD General Fund	0.0	...	0.0	...	0.0

# 47 Criminal Justice Planning-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	373,800	378,657	391,100	354,200
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	21,500	0	1,000	1,000
Travel, Tuition, and Dues	14,900	478	4,700	4,700
Communications	7,700	4,988	5,800	5,800
Repairs and Maintenance Services	1,200	536	1,200	1,200
Internal Service Fees	70,100	69,567	71,500	61,400
<b>TOTAL OTHER SERVICES</b>	<b>115,400</b>	<b>75,569</b>	<b>84,200</b>	<b>74,100</b>
Other Expense	11,100	7,449	10,600	9,800
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>500,300</b>	<b>461,675</b>	<b>485,900</b>	<b>438,100</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>500,300</b>	<b>461,675</b>	<b>485,900</b>	<b>438,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 47 Criminal Justice Planning-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Spec	07720	SR1100	1	1.00	1	1.00	1	1.00
Database Analyst	07285	SR1300	1	1.00	1	1.00	1	1.00
Dir, Criminal Justice Plan uni	10378	SR1400	1	1.00	1	1.00	1	1.00
Info Systems App Analyst 3	07783	SR1200	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>
<b>Department Totals</b>			<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>





# 32 Fire-At a Glance



Budget Summary		2006-07	2007-08	2008-09
<b>Budget Summary</b>	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$ 48,506,900	\$ 49,973,900	\$ 47,206,300
	USD General Fund	64,415,300	65,357,200	60,582,100
	Special Purpose Fund	965,200	0	0
	<b>Total Expenditures and Transfers</b>	<b>\$113,887,400</b>	<b>\$115,331,100</b>	<b>\$107,788,400</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 9,624,400	\$ 7,838,800	\$ 6,545,800
	Other Governments	7,083,700	8,649,000	7,450,600
	Other Program Revenue	0	4,000	0
	<b>Total Program Revenue</b>	<b>\$ 16,708,100</b>	<b>\$ 16,491,800</b>	<b>\$ 13,996,400</b>
	Non-Program Revenue	0	0	0
	Transfer From Other Funds and Units	226,800	0	0
<b>Total Revenues</b>	<b>\$ 16,934,900</b>	<b>\$ 16,491,800</b>	<b>\$ 13,996,400</b>	
<b>Positions</b>	Total Budgeted Positions – GSD	438	439	449
	Total Budgeted Positions – USD	743	743	701
	Total Budgeted Positions – Special Purpose Fund	3	0	0
<b>Contacts</b>	Director of Fire Department: Chief Stephen Halford	email: stephen.halford@nashville.gov		
	Executive Administrator: Drusilla Martin	email: drusilla.martin@nashville.gov		
	500 2 <sup>nd</sup> Avenue North 37201	Phone: 862-5424 FAX: 862-5419		

## Line of Business and Program

### Administrative

- Non-allocated Financial Transactions
- Information Technology
- Facilities Management
- Risk Management
- Executive Leadership

### Emergency Services Logistics

- Operational Fire Staffing
- Operational EMS Staffing
- Fire Hydrant Inspection
- Medical Supply
- Apparatus and Equipment Logistics
- Personal Protective Equipment Logistics
- Employee Training and Development

### Emergency Response

- Basic/Fire Rescue/Hazard Response
- Advanced Hazardous Material/Homeland Security
- Advanced Rescue
- Advanced Life Support (ALS) – Emergency Medical Care and/or Transport
- Basic Life Support – Urgent Medical Care

### Prevention/Risk Reduction

- Fire/Arson Event Analysis
- Community Risk Reduction
- Inspection and Permit



# 32 Fire-At a Glance



<p><b>Mission</b></p>	<p>The mission of the Nashville Fire Department is to provide emergency medical care, fire protection and fire/hazard mitigation products to the citizens and visitors of our community so they can live in a community where quality patient care is provided and the potential for loss of life or property damage due to fire and/or other hazards is minimized.</p>
<p><b>Goals</b></p>	<p>By December 31, 2008, the Nashville Community will experience a maintenance of .95 fire fatalities per 100,000 populations over a five year average.</p> <p>By December 31, 2008, the Nashville Community will experience a 3% reduction in response times for Advanced Life Support calls.</p> <p>By December 31, 2008, the Nashville Community will experience a healthy and fit Nashville Fire Department as evidenced by:</p> <ul style="list-style-type: none"> <li>• 3% reduction in line of duty injuries</li> <li>• 5% reduction in sick leave usage</li> <li>• 5% increase in the number of personnel that able to complete the physical ability test under 4:00 minutes</li> </ul> <p>By December 31, 2008, the Nashville Community will experience a Fire Department with improved response and operational effectiveness as evidenced by:</p> <ul style="list-style-type: none"> <li>• 100% of its Emergency Response Vehicles will be outfitted with a global positioning system</li> <li>• 100% of its Emergency Response Vehicles will be outfitted with Mobile Data Terminals</li> </ul> <p>By December 31, 2008, the Nashville Community will experience improved cultural relations between the Nashville Fire Department and its citizens as evidenced by:</p> <ul style="list-style-type: none"> <li>• The introduction of a new cultural sensitive program designed to educate personnel on the customs and ways of other ethnicities</li> <li>• 10% of its workforce will have taken an online Emergency Communications Spanish course</li> </ul> <p>By June of 2009, the Nashville community will experience a more trained workforce as evidenced by:</p> <ul style="list-style-type: none"> <li>• The Introduction of a fiscal plan designed to provide for "Emergency Response Training" of personnel while on and off duty</li> </ul>

# 32 Fire-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
<b>Pay Plan/Fringe Amounts</b>	GSD	\$211,900	Supports the hiring and retention of a qualified workforce
	USD	393,100	
<b>Executive Leadership</b>			
Staff Reduction	GSD	(454,200) (4 FTEs)	Reduce administrative cost of department with limited impact on performance
<b>Employee Training and Development</b>			
Staff Reduction	GSD	(104,900) (1 FTE)	Reduce administrative cost of training program
<b>Advanced Life Support</b>			
Add 3 EMS Units	GSD	2,326,700 31 FTEs	Provide additional EMS units to increase service availability
Overtime	GSD	44,000	Increase EMS unit availability
Staff Reduction	USD	(266,000) (3 FTEs)	Reduce fire fighting services with no impact on performance
<b>Basic Life Support</b>			
Staff Reduction	GSD	(768,000) (9 FTEs)	Reduce fire fighting services with no impact on performance
Staff Reduction	USD	(3,079,300) (39 FTEs)	Reduce fire fighting services with no impact on performance
Overtime	GSD	1,466,300	Provide for increased training
<b>Community Risk Reduction</b>			
Staff Reduction	GSD	(219,000) (3 FTEs)	Reduce Learn Not to Burn program in public schools
<b>Inspection and Permit</b>			
Staff Reductions	GSD	(297,800) (4 FTEs)	Reduce non-required inspections
<b>Information Technology Program</b>			
Telephone, Supplies and Computer Hardware	GSD	76,100	Provide for increased department operating costs with no impact on performance.
<b>Facilities Management</b>			
Repair and Maintenance Supply	GSD	65,000	Provide for increased facility repair costs with no impact on performance
<b>Operations EMS Staffing</b>			
Collection Agency Fee	GSD	1,071,700	Provide for EMS service collection fee
<b>Fire Hydrant Inspection</b>			
Water	GSD	96,900	Provide for utility increase resulting from hydrant inspections

# 32 Fire-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
<b>Medical Supply</b>			
Medical Supply	GSD	\$ 50,000	Provide for increasing cost of medical supplies with no impact on performance
<b>Personal Protective Equipment</b>			
Safety Supply	GSD	12,400	Provide testing and maintenance of personal protective equipment to enhance department safety
<b>Advance Response</b>			
Overtime	USD	310,700	Increase training
Repair and Maintenance	USD	43,800	Provide for increasing costs of repair with limited impact on performance
<b>Nonallocated Financial Transactions</b>			
Elimination of Safety & Risk Management Premiums	GSD	(4,084,400)	Elimination of charge for coverage of safety and risk management premiums and activities.
Fringe Benefit Savings	GSD USD	(1,405,900) (1,588,500)	Savings realized through reduced cost for fringe benefits
Finance Charge	GSD USD	(117,600) (153,800)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	GSD USD	(229,100) (397,500)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	GSD USD	(17,700) (18,200)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	GSD	(36,500)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	GSD	(4,000)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	GSD USD	(1,500) (55,700)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	GSD	43,700	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	GSD	(3,600)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	GSD USD	(187,500) (317,600)	Delivery of fleet management, fuel services, and maintenance functions

# 32 Fire-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
Postal Service Charge	GSD	\$ (700)	Delivery of mail across the Metropolitan Government
	USD	(1,000)	
Radio Service Charge	GSD	(287,600)	Delivery of radio infrastructure support and radio installation and maintenance
	USD	354,900	
Surplus Property Charge	GSD	(12,300)	Handling and disposition of surplus property
General Services District Total		(2,767,600)	
		10.00 FTEs	
Urban Services District Total		(4,775,100)	
		(42.00 FTEs)	
<b>TOTAL</b>		<b>\$(7,542,700)</b>	
		<b>(32.00 FTEs)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Fire Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	87%	0%	13%
Program Budget Dollars:	98%	0%	2%

# 32 Fire-At a Glance



**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,799,500	\$ 0	\$120,600	...	\$(5,991,000)
	USD General Fund	3,637,700	0	337,800	...	(1,888,900)
	Special Purpose Fund	<u>0</u>	<u>4,266</u>	<u>0</u>	...	<u>0</u>
	Total	\$5,437,200	\$4,266	\$458,400	...	\$(7,879,900)

## Information Technology Program

The purpose of the Information Technology Program is to provide information technology support products to this Metro department so it can efficiently and securely meet its business needs.

## Results Narrative

**Proposed Change in Funding:** \$76,100  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Program total reflects funding for increased costs of telephones, office supplies and computer hardware.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,236,700	\$1,289,644	\$1,745,900	...	\$1,822,000
	USD General Fund	<u>0</u>	<u>0</u>	<u>625,200</u>	...	<u>625,200</u>
	Total	\$1,236,700	\$1,289,644	\$2,371,100	...	\$2,447,200
<b>FTEs:</b>	GSD General Fund	1.60	1.60	1.60	...	1.60
	USD General Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	...	<u>0.00</u>
	Total	1.60	1.60	1.60	...	1.60

Results		2007	2007	2008	2008	2009
	Percentage of fire halls that have network connectivity	NR	NR	NR	NR	NR

## Facilities Management Program

The purpose of the Facilities Management Program is to provide operational support products to this Metro department so it can constantly function in a clean and operational work environment.

## Results Narrative

**Proposed Change in Funding:** \$65,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Program total reflects funding for increased facility repair costs.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$2,281,900	\$2,000,182	\$1,925,700	...	\$1,990,700
	USD General Fund	<u>429,700</u>	<u>432,084</u>	<u>152,200</u>	...	<u>152,200</u>
	Total	\$2,711,600	\$2,432,266	\$2,077,900	...	\$2,142,900
<b>FTEs:</b>	GSD General Fund	3.95	3.95	3.95	...	3.95
	USD General Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	...	<u>0.00</u>
	Total	3.95	3.95	3.95	...	3.95

Results		2007	2007	2008	2008	2009
	Percentage of time high priority requests are addressed within 24 hours of being reported	NR	NR	NR	NR	NR

# 32 Fire-At a Glance



## Risk Management Program

The purpose of the Risk Management Program is to provide safety enhancement and risk management products to this Metro department so it can prevent accidents and injuries and effectively respond to accidents and injuries that occur.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$3,952,400	\$3,922,288	\$4,411,900	...	\$4,411,900
<b>FTEs:</b> GSD General Fund	3.70	3.70	3.70	...	3.70
<b>Results</b>					
Percentage of hours lost due to accidents	NR	NR	NR	NR	NR

## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$(454,200)  
**Proposed Change in FTEs:** (4 FTEs)  
**Proposed Change in Performance:** Limited change in performance is expected for FY09.  
**Other:** The purpose of the Executive Leadership Program is to provide direction, establish policy and make informed decisions on matters relative to the fire department. The proposed cut will reduce the administrative cost of the department.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,784,200	\$4,826,660	\$4,306,600	...	\$3,852,400
<b>FTEs:</b> GSD General Fund	45.70	44.70	44.70	...	40.70
<b>Results</b>					
Percentage of key results achieved	NR	NR	NR	NR	NR

**Emergency Services Logistics Line of Business** - The purpose of the Emergency Services Logistics Line of Business is to provide support, staffing, supplies and training products to the Nashville Fire Department so it can mitigate the loss of life and property as a result of fire illness or injury.

## Operational Fire Staffing Program

The purpose of the Operational Fire Staffing Program is to provide scheduling and assignment information products to the Nashville Fire Department administrative staff so they can assure the appropriate levels of fire resources are available at each fire response per work load management guidelines.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$105,700	\$111,550	\$122,300	...	\$122,300
USD General Fund	614,000	553,120	650,600	...	650,600
Special Purpose Fund	0	79,430	0	...	0
Total	\$719,700	\$744,100	\$772,900	...	\$772,900
<b>FTEs:</b> GSD General Fund	0.90	0.90	0.90	...	0.90
USD General Fund	7.05	7.05	7.05	...	7.05
Total	7.95	7.95	7.95	...	7.95
<b>Results</b>					
Percentage of shifts staffing resources that are available before overtime payment is necessary	40%	28.9%	56%	15.8%	56%

# 32 Fire-At a Glance



## Operational EMS Staffing Program

The purpose of the Operational EMS Staffing Program is to provide scheduling and assignment information products to the Nashville Fire Department administrative staff so they can assure the appropriate levels of EMS resources are available at each EMS response per workload management staffing.

## Results Narrative

**Proposed Change in Funding:** \$1,071,700  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Program total reflects an accounting change moving funding for EMS collections from an administrative account to the Fire Department budget. There is no general fund impact from this change.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$2,174,200	\$1,981,118	\$1,085,600	...	\$2,157,300
<b>FTEs:</b>	GSD General Fund	10.60	10.60	10.60	...	10.60
<b>Results</b>						
Percentage of shifts staffing resources that are available before overtime payment is necessary		90%	86.8%	95%	42%	95%

## Fire Hydrant Inspection Program

The purpose of the Fire Hydrant Inspection Program is to provide fire hydrant inspection products to the fire response personnel so they can receive adequate water flow delivery for extinguishment of fires.

## Results Narrative

**Proposed Change in Funding:** \$96,900  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A 5% decrease in performance is expected in FY09.  
**Other:** The program budget includes \$96,900 for utilities necessary for hydrant inspections.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$0		\$0	...	\$96,900
<b>FTEs:</b>	GSD General Fund	0.00		0.00	...	0.00
<b>Results</b>						
Percentage of fire hydrants that are operational at time of inspection		100%	95.5%	100%	50%	95%

## Medical Supply Program

The purpose of the Medical Supply Program is to provide medical products to the employees of the Nashville Fire Department so they can have their medical orders delivered within 3 hours.

## Results Narrative

**Proposed Change in Funding:** \$50,000  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A 5% increase in performance is expected in FY09.  
**Other:** Program total reflects funding for increased medical supply costs.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$889,300	\$1,182,707	\$1,045,600	...	\$1,095,600
	USD General Fund	0	0	0	...	0
	<b>Total</b>	<b>\$889,300</b>	<b>\$1,182,707</b>	<b>\$1,045,600</b>	...	<b>\$1,095,600</b>
<b>FTEs:</b>	GSD General Fund	1.40	1.40	1.40	...	1.40
	USD General Fund	0.00	0.00	0.00	...	0.00
	<b>Total</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	...	<b>1.40</b>
<b>Results</b>						
Percentage of medical orders delivered within 3 hours		90%	90%	90%	NR	95%



# 32 Fire-At a Glance



## Apparatus and Equipment Logistics Program

The purpose of the Apparatus, and Equipment Logistics Program is to provide emergency equipment products to the Nashville Fire Department so it can decrease out of service time by having tools, equipment and apparatus that is functional and reliable.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$ 349,000	\$ 396,570	\$2,101,800	...	\$2,101,800
	USD General Fund	<u>3,007,800</u>	<u>3,045,778</u>	<u>2,704,600</u>	...	<u>2,704,600</u>
	Total	\$3,356,800	\$3,442,348	\$4,806,400	...	\$4,806,400
<b>FTEs:</b>	GSD General Fund	1.00	1.00	1.00	...	1.00
	USD General Fund	<u>4.60</u>	<u>4.60</u>	<u>4.60</u>	...	<u>4.60</u>
	Total	5.60	5.60	5.60	...	5.60

### Results

Percentage of apparatus pumps on all in service vehicles that were found to be in compliance with National Fire Protection Association standard 1911

100%	100%	100%	NR	100%
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## Personal Protective Equipment Logistics Program

The purpose of the Personal Protective Equipment Logistics Program is to provide essential protective equipment and maintenance products to the Nashville Fire Department employees so they can be properly equipped during all operational responses.

## Results Narrative

**Proposed Change in Funding:** \$12,400  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Program total reflects funding for increased cost of personal protective equipment maintenance. Routine maintenance of specialized equipment is necessary in order to maintain compliance with OSHA and National Fire Protection Association standards.

### Program Budget & Performance Summary

		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$ 324,600	\$ 368,769	\$ 324,600	...	\$ 337,000
	USD General Fund	<u>1,065,300</u>	<u>913,214</u>	<u>1,101,600</u>	...	<u>1,101,600</u>
	Total	\$1,389,900	\$1,281,983	\$1,426,200	...	\$1,438,600
<b>FTEs:</b>	GSD General Fund	0.00	0.00	0.00	...	0.00
	USD General Fund	<u>5.95</u>	<u>5.95</u>	<u>5.95</u>	...	<u>5.95</u>
	Total	5.95	5.95	5.95	...	5.95

### Results

Percentage of employees structural fire fighting protective ensemble maintained per National Fire Protection Association standard 1851

100%	97.5%	100%	95%	100%
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# 32 Fire-At a Glance



## Employee Training and Development Program

The purpose of the Employee Training and Development Program is to provide training information products to the employees of the Nashville Fire Department so they can be prepared to handle different types of emergencies.

## Results Narrative

**Proposed Change in Funding:** \$(104,900)  
**Proposed Change in FTEs:** (1.0)  
**Proposed Change in Performance:** Limited change in performance is expected for FY09.  
**Other:** The proposed cut will reduce the administrative cost of the department.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,429,800	\$2,411,315	\$2,697,800	...	\$2,592,900
<b>FTEs:</b> GSD General Fund	22.05	22.05	22.05	...	21.05

### Results

Percentage of employees who receive training classes above the minimum state mandated training	90%	91.5%	90%	94%	90%
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**Emergency Response Line of Business** - The purpose of the Emergency Response Line of Business is to provide fire suppression, emergency medical services, hazardous materials, rescue, and homeland security products to the citizens and visitors within our community so they can receive scene stabilization in a timely manner.

## Basic/Fire Rescue/Hazard Response Program

The purpose of the Basic Fire/ Rescue/Hazard Response Program is to provide fire suppression and rescue products to the citizens and visitors within our community so they can have fires confined to area of involvement upon arrival.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 2,830,900	\$ 2,869,119	\$ 3,058,200	...	\$3,058,200
USD General Fund	14,018,100	14,532,421	14,901,400	...	14,901,400
Special Purpose Fund	<u>628,500</u>	<u>599,481</u>	<u>0</u>	...	<u>0</u>
<b>Total</b>	\$17,477,500	\$18,001,021	\$17,959,600	...	\$17,959,600
<b>FTEs:</b> GSD General Fund	33.10	33.10	33.10	...	33.10
USD General Fund	<u>177.35</u>	<u>177.35</u>	<u>177.35</u>	...	<u>177.35</u>
<b>Total</b>	211.45	211.45	210.45	...	210.05

### Results

Percentage of time personnel arrive at structure fires within 5 minutes from initial dispatch	40%	49%	40%	52%	40%
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## Advanced Hazardous Material/Homeland Security Program

The purpose of the Advanced Hazardous Material / Homeland Security Program is to provide scene stabilization products to the citizens and visitors within our community so they can have minimal disruption to their daily lives.

## Results Narrative

**Proposed Change in Funding:** \$354,500

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The proposed funding increase is to improve the knowledge and skill of our Hazardous Materials and Special Tactical Rescue personnel, enabling them to be in compliance with local, state and federal guidelines and allows our personnel to mitigate an incident faster.

**Other:** Program total includes \$310,700 for training overtime and \$43,800 for equipment repair costs.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 15,000	\$ 11,450	\$ 15,000	...	\$ 15,000
USD General Fund	<u>1,132,700</u>	<u>1,228,891</u>	<u>1,303,100</u>	...	<u>1,657,600</u>
Total	\$1,147,700	\$1,240,341	\$1,318,100	...	\$1,672,600
<b>FTEs:</b> GSD General Fund	0.30	0.30	0.30	...	0.30
USD General Fund	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>	...	<u>16.00</u>
Total	16.30	16.30	16.30	...	16.30

### Results

Percentage of fire fighters assigned to hazardous material units who receive advanced hazardous-material training

50%	92%	50%	NR	50%
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## Advanced Rescue Program

The purpose of the Advanced Rescue Program is to provide technical rescue products to the citizens and visitors within our community so they can be confident that appropriate life support procedures will be initiated in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 0	\$ 11,309	\$ 0	...	\$ 0
USD General Fund	<u>1,262,400</u>	<u>1,319,225</u>	<u>1,386,800</u>	...	<u>1,386,800</u>
Total	\$1,262,400	\$1,330,534	\$1,386,800	...	\$1,386,800
<b>FTEs:</b> USD General Fund	<u>17.60</u>	<u>17.60</u>	<u>17.60</u>	...	<u>17.60</u>
Total	17.60	17.60	17.60	...	17.60

### Results

Percentage of patients that are extricated within 20 minutes from unit arrival

100%	NR	NR	75%	100%
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# 32 Fire-At a Glance



## Advanced Life Support (ALS) – Emergency Medical Care and/or Transport Program

The purpose of the Advanced Life Support (ALS) Emergency Medical Care and/or Transport Program is to provide emergency medical care products to the citizens and visitors within our community so they can receive quality advanced patient care.

## Results Narrative

**Proposed Change in Funding:** \$2,370,700 GSD  
\$(266,000) USD

**Proposed Change in FTEs:** 31.0 GSD; (3.0) USD

**Proposed Change in Performance:** The additional 31 paramedic staff allows the department to improve the quality of patient care by reducing the time a patient waits for a medical transport unit and the time the patient waits for advanced life support. A reduction of fire fighting personnel should have limited impact on performance.

**Other:** The proposed budget includes an increase of \$2,370,700 and 31 positions to add 3 EMS units and an EMS System Status Manager. The budget also includes a reduction of \$266,000 and 3 positions to the fire fighting service.

### Program Budget & Performance Summary

		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$18,439,000	\$20,093,906	\$19,368,100	...	\$21,738,800
	USD General Fund	<u>1,799,000</u>	<u>3,127,867</u>	<u>2,423,000</u>	...	<u>2,157,000</u>
	Total	\$20,238,000	\$23,221,773	\$21,791,100	...	\$23,895,800
<b>FTEs:</b>	GSD General Fund	223.45	223.45	224.45	...	255.45
	USD General Fund	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	...	<u>1.00</u>
	Total	227.45	227.45	228.45	...	256.45

### Results

Percentage of Medical tickets (medical forms that document patient information) audited through random sampling that are compliant with departmental medical protocols

85%      87.45%      85%      90%      85%

## Basic Life Support – Urgent Medical Care Program

The purpose of the Basic Life Support (BLS) - Urgent Medical Care Program is to provide urgent medical care products to the citizens and visitors within our community so they can be evaluated, treated and transported in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$698,300 GSD  
\$(3,079,300) USD

**Proposed Change in FTEs:** (9.0) GSD; (39.0) USD

**Proposed Change in Performance:** The additional funding will enhance department readiness.

**Other:** Program budget includes a reduction of \$3,847,300 and 48 positions decreasing fire prevention staffing. The budget also includes an increase of \$1,466,300 in overtime to maintain staffing and enhance training.

### Program Budget & Performance Summary

		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$ 5,909,200	\$ 5,657,428	\$ 6,286,800	...	\$ 6,985,100
	USD General Fund	<u>34,865,300</u>	<u>36,539,303</u>	<u>36,995,900</u>	...	<u>33,916,600</u>
	Total	\$40,774,500	\$42,196,731	\$43,282,700	...	\$40,901,700
<b>FTEs:</b>	GSD General Fund	77.25	77.25	78.25	...	69.25
	USD General Fund	<u>483.05</u>	<u>483.05</u>	<u>483.05</u>	...	<u>444.05</u>
	Total	560.30	560.30	561.30	...	513.30

### Results

Percentage of Medical tickets (medical forms that document patient information) audited through random sampling that are compliant with departmental medical protocols

90%      87.5%      87%      85%      90%

# 32 Fire-At a Glance



**Prevention/Risk Reduction Line of Business** - The purpose of the Prevention/Risk Reduction Line of Business is to provide information, inspection and prevention products to the Nashville Fire Department so it can reduce loss of life, environmental hazards and property loss associated with fire and promote information associated with health and safety.

## Fire/Arson Event Analysis Program

The purpose of the Fire/Arson Event Analysis Program is to provide analytical fire data products to the Nashville Fire Department so it can reduce property loss from fires.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>					
GSD General Fund	\$175,800	\$316,997	\$271,900	...	\$271,900
USD General Fund	<u>524,700</u>	<u>393,061</u>	<u>524,600</u>	...	<u>524,600</u>
Total	\$700,500	\$710,058	\$796,500	...	\$796,500
<b>FTEs:</b>					
GSD General Fund	2.00	2.00	2.00	...	2.00
USD General Fund	<u>6.10</u>	<u>6.10</u>	<u>6.10</u>	...	<u>6.10</u>
Total	8.10	8.10	8.10	...	8.10

### Results

Percentage of fire investigations where a determination is made within 10 days

85%	94%	80%	91%	80%
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## Community Risk Reduction Program

The purpose of the Community Risk Reduction Program is to provide fire prevention and emergency medical information products to the citizens and visitors within our community so they can receive information on fire prevention and life safety.

## Results Narrative

**Proposed Change in Funding:** \$(219,000)  
**Proposed Change in FTEs:** (3.0)  
**Proposed Change in Performance:** Formal fire education programs will be minimized in the school system.  
**Other:** Program total reflects the elimination of 3 teachers providing the Learn Not to Burn program in public schools.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>					
GSD General Fund	\$ 445,000	\$432,274	\$561,600	...	\$342,600
USD General Fund	303,500	319,696	358,000	...	358,000
Special Purpose Fund	<u>336,700</u>	<u>210,822</u>	<u>0</u>	...	<u>0</u>
Total	\$1,085,200	\$962,792	\$919,600	...	\$700,600
<b>FTEs:</b>					
GSD General Fund	2.50	2.50	4.00	...	1.00
USD General Fund	3.50	3.50	3.50	...	3.50
Special Purpose Fund	<u>1.50</u>	<u>1.50</u>	<u>0</u>	...	<u>0</u>
Total	7.50	7.50	7.50	...	4.50

### Results

Percentage of elementary schools and daycare/ preschools where a formal fire prevention program is conducted

100%	100%	100%	100%	NR
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## Inspection and Permit Program

The purpose of the Inspection and Permit Program is to provide safety enforcement products to the citizens and visitors within our community so they can receive minimal exposure to fire and explosion hazards.

## Results Narrative

**Proposed Change in Funding:** \$(297,800)

**Proposed Change in FTEs:** (4.0)

**Proposed Change in Performance:** The fire department's goal of increasing the number of occupancies that pass inspection on the first inspection will not change, increasing the probability of the city experiencing more fires and the associated consequences.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>					
GSD General Fund	\$ 364,700	\$ 609,004	\$ 523,900	...	\$ 226,100
USD General Fund	<u>1,755,100</u>	<u>2,010,582</u>	<u>1,892,400</u>	...	<u>1,892,400</u>
Total	\$2,119,800	\$2,619,586	\$2,416,300	...	\$2,118,500
<b>FTEs:</b>					
GSD General Fund	7.00	7.00	7.00	...	3.00
USD General Fund	<u>17.80</u>	<u>17.80</u>	<u>17.80</u>	...	<u>17.80</u>
Total	24.80	24.80	24.80	...	20.80

## Results

Percentage of existing buildings that upon being inspected by a state certified fire inspector I or II are found to have no fire code violations

35%	25.9%	35%	32%	30%
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# 32 Fire-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	37,910,000	37,928,420	38,802,100	39,601,200
<b>OTHER SERVICES:</b>				
Utilities	1,185,700	863,812	650,900	747,800
Professional and Purchased Services	1,429,500	1,393,910	277,200	1,348,900
Travel, Tuition, and Dues	42,700	43,180	51,400	51,400
Communications	108,300	104,740	144,000	160,100
Repairs and Maintenance Services	88,100	234,556	101,100	113,500
Internal Service Fees	2,329,600	2,316,337	3,958,700	3,104,300
<b>TOTAL OTHER SERVICES</b>	<b>5,183,900</b>	<b>4,956,535</b>	<b>5,183,300</b>	<b>5,526,000</b>
Other Expense	5,208,600	5,417,477	5,784,100	1,874,700
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>48,302,500</b>	<b>48,302,432</b>	<b>49,769,500</b>	<b>47,001,900</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>204,400</b>	<b>189,860</b>	<b>204,400</b>	<b>204,400</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>48,506,900</b>	<b>48,492,292</b>	<b>49,973,900</b>	<b>47,206,300</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	9,610,900	6,601,181	7,785,700	6,488,800
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	524,400	305,315	523,600	135,200
Fed Through Other - Pass Through	5,453,700	6,855,071	7,828,800	6,941,100
State Direct	53,500	66,600	54,900	67,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>6,031,600</b>	<b>7,226,986</b>	<b>8,407,300</b>	<b>7,143,300</b>
Other Program Revenue	0	2,000	4,000	0
<b>TOTAL PROGRAM REVENUE</b>	<b>15,642,500</b>	<b>13,830,167</b>	<b>16,197,000</b>	<b>13,632,100</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>15,642,500</b>	<b>13,830,167</b>	<b>16,197,000</b>	<b>13,632,100</b>

# 32 Fire-Financial



## USD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	60,388,000	60,523,646	61,338,500	57,108,500
<b>OTHER SERVICES:</b>				
Utilities	0	443	0	0
Professional and Purchased Services	200	152	200	200
Travel, Tuition, and Dues	2,000	763	1,000	1,000
Communications	126,400	155,129	130,500	130,500
Repairs and Maintenance Services	5,000	5,368	5,000	48,800
Internal Service Fees	3,158,600	3,154,724	3,150,000	2,561,100
<b>TOTAL OTHER SERVICES</b>	<b>3,292,200</b>	<b>3,316,580</b>	<b>3,286,700</b>	<b>2,741,600</b>
Other Expense	735,100	575,015	732,000	732,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>64,415,300</b>	<b>64,415,241</b>	<b>65,357,200</b>	<b>60,582,100</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>64,415,300</b>	<b>64,415,241</b>	<b>65,357,200</b>	<b>60,582,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	13,500	63,667	53,100	57,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	313,700	307,350	241,700	307,300
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>313,700</b>	<b>307,350</b>	<b>241,700</b>	<b>307,300</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>327,200</b>	<b>371,017</b>	<b>294,800</b>	<b>364,300</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>327,200</b>	<b>371,017</b>	<b>294,800</b>	<b>364,300</b>



# 32 Fire-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	260,700	130,138	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	111,800	134,711	0	0
Travel, Tuition, and Dues	0	134	0	0
Communications	0	34,398	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	8,500	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>120,300</b>	<b>169,244</b>	<b>0</b>	<b>0</b>
Other Expense	584,200	447,941	0	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	146,677	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>965,200</b>	<b>893,999</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>965,200</b>	<b>893,999</b>	<b>0</b>	<b>0</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	738,400	681,237	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>738,400</b>	<b>681,237</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	11,066	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>738,400</b>	<b>692,303</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>226,800</b>	<b>189,860</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>965,200</b>	<b>882,163</b>	<b>0</b>	<b>0</b>

# 32 Fire-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	3	3.00	3	3.00	6	6.00
Admin Spec	07720	SR1100	2	2.00	2	2.00	2	2.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Emerg Medical Tech 1	06850	PS0300	15	15.00	0	0.00	0	0.00
Emerg Medical Tech 2	01818	PS0400	60	60.00	71	71.00	69	69.00
Equip & Supply Clerk 3	03027	SR0700	1	1.00	1	1.00	2	2.00
Exe Administrator Police/Fire	10354	SR1500	1	1.00	1	1.00	1	1.00
Fire Assistant Training Off	00594	PS0700	1	1.00	1	1.00	1	1.00
Fire Asst Chief	00430	PS0800	7	7.00	10	10.00	7	7.00
Fire Captain	07305	PS0600	35	35.00	33	33.00	33	33.00
Fire Chief	01045	DP0300	1	1.00	1	1.00	1	1.00
Fire Deputy Chief	07306	PS1000	3	3.00	3	3.00	2	2.00
Fire District Chief	01686	PS0700	24	24.00	23	23.00	17	17.00
Fire Engineer	07307	PS0500	46	46.00	46	46.00	46	46.00
Fire Fighter 2	07309	PS0400	17	17.00	20	20.00	8	8.00
Fire Fighter/Paramedic	10112	PS0500	29	29.00	29	29.00	28	28.00
Fire Inspector 1	07310	PS0400	0	0.00	0	0.00	1	1.00
Fire Inspector 2	02534	PS0500	8	8.00	8	8.00	3	3.00
Fire Instructor	06834	PS0600	5	5.00	7	7.00	8	8.00
Fire Lt	10155	PS0500	4	4.00	3	3.00	2	2.00
Fire Maint Supv	05973	TS1200	1	1.00	1	1.00	1	1.00
Fire Maint Worker 1	02996	TG1200	8	8.00	8	8.00	8	8.00
Fire Maint Worker 2	02995	TL1200	2	2.00	2	2.00	2	2.00
Fire Marshal	03015	PS0800	1	1.00	1	1.00	1	1.00
Fire Marshal-Asst	01495	PS0600	1	1.00	1	1.00	1	1.00
Fire Recruit	04055	PS0200	0	0.00	0	0.00	4	4.00
Fire Training Officer	05513	PS0800	1	1.00	1	1.00	1	1.00
Fire/Emt Dispatcher	07423	PS0400	0	0.00	1	1.00	1	1.00
Firefighter 3	07777	PS0500	15	15.00	14	14.00	20	20.00
Info Systems Mgr	07782	SR1300	1	1.00	1	1.00	1	1.00
Information Systems Advisor 2	07407	SR1400	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	6	6.00	2	2.00	1	1.00
Office Support Rep 3	10122	SR0600	5	5.00	9	9.00	9	9.00
Office Support Spec 1	10123	SR0700	4	4.00	4	4.00	3	3.00
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	0	0.00
Paramedic 1	10125	PS0400	10	10.00	0	0.00	0	0.00
Paramedic 2	07344	PS0500	115	115.00	126	126.00	157	157.00
Professional Spec	07753	SR1100	3	1.50	3	3.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>438</b>	<b>436.50</b>	<b>439</b>	<b>439.00</b>	<b>449</b>	<b>449.00</b>
<b>USD General 18301</b>								
Emerg Vehicle Tech Supv	05974	TS1200	1	1.00	1	1.00	1	1.00
Fire Asst Chief	00430	PS0800	3	3.00	3	3.00	3	3.00
Fire Captain	07305	PS0600	150	150.00	150	150.00	151	151.00
Fire Deputy Chief	07306	PS1000	1	1.00	1	1.00	1	1.00
Fire District Chief	01686	PS0700	22	22.00	22	22.00	18	18.00
Fire Engineer	07307	PS0500	174	174.00	174	174.00	174	174.00

# 32 Fire-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>USD General 18301 (Continued)</b>								
Fire Fighter 1	07308	PS0300	1	1.00	0	0.00	0	0.00
Fire Fighter 2	07309	PS0400	270	270.00	264	264.00	200	200.00
Fire Fighter/Paramedic	10112	PS0500	37	37.00	50	50.00	49	49.00
Fire Inspector 1	07310	PS0400	0	0.00	0	0.00	1	1.00
Fire Inspector 2	02534	PS0500	23	23.00	23	23.00	22	22.00
Fire Lt	10155	PS0500	3	3.00	3	3.00	2	2.00
Fire Maint Worker 1	02996	TG1200	1	1.00	1	1.00	1	1.00
Fire Marshal-Assst	01495	PS0600	5	5.00	5	5.00	5	5.00
Fire Marshal-Dpty	00440	PS0700	2	2.00	2	2.00	2	2.00
Fire Recruit	04055	PS0200	0	0.00	0	0.00	24	24.00
Firefighter 3	07777	PS0500	50	50.00	43	43.00	46	46.00
Paramedic 2	07344	PS0500	0	0.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>743</b>	<b>743.00</b>	<b>743</b>	<b>743.00</b>	<b>701</b>	<b>701.00</b>
<b>FIR Fire Grant Fund 32232</b>								
Professional Spec	07753	SR1100	3	1.50	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>3</b>	<b>1.50</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>Department Totals</b>			<b>1,184</b>	<b>1,181.00</b>	<b>1,182</b>	<b>1,182.00</b>	<b>1,150</b>	<b>1,150.00</b>

# 42 Public Works-At a Glance



Budget Summary	2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$38,404,304	\$38,473,900	\$34,602,500
USD General Fund	17,094,600	19,126,500	12,964,400
Waste Management Fund	22,756,300	24,659,100	22,229,400
<b>Total Expenditures and Transfers</b>	<b>\$78,255,204</b>	<b>\$82,259,500</b>	<b>\$69,796,300</b>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$ 7,643,400	\$ 7,662,500	\$ 8,605,100
Other Governments and Agencies	4,800	4,800	4,800
Other Program Revenue	0	54,000	50,000
<b>Total Program Revenue</b>	<b>\$ 7,648,200</b>	<b>\$ 7,721,300</b>	<b>\$ 8,659,900</b>
Non-Program Revenue	285,900	337,700	650,000
Transfers From Other Funds and Units	18,913,800	20,553,300	14,185,600
<b>Total Revenues</b>	<b>\$26,847,900</b>	<b>\$28,612,300</b>	<b>\$23,495,500</b>
<b>Positions</b>			
Total Budgeted Positions – GSD	336	306	264
Total Budgeted Positions – USD	41	35	32
Total Budgeted Positions – Waste Management	94	96	84
<b>Contacts</b>	Director of Public Works: Billy Lynch Financial Manager: Sharon Wahlstrom 705 South 5 <sup>th</sup> Street 37206 email: billy.lynch@nashville.gov email: sharon.wahlstrom@nashville.gov Phone: 862-8700 FAX: 862-8799		

## Line of Business and Program

### Engineering

- Consultant Services
- Traffic Engineering
- Intelligent Transportation System (ITS)
- Right of Way Permit
- Sidewalk Construction
- Street Construction
- Parking

### Right of Way Operations

- Traffic Signal
- Traffic Sign and Marking
- Roadway Maintenance
- Emergency Response

### Waste Management

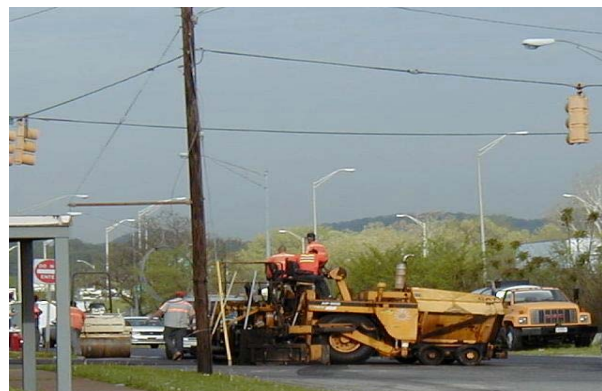
- Waste Collection
- Waste Disposal
- Waste Materials Handling Facilities
- Environmental Education

### Customer Service

- Customer Response and Support

### Administrative

- Non Allocated Financial Transactions
- Administrative



# 42 Public Works-At a Glance



<b>Mission</b>	The mission of Metro Nashville Public Works is to provide professional expertise, transportation infrastructure and neighborhood environmental products to people who live, work, travel through or play in Metro Nashville so they can experience clean neighborhoods and safe and efficient transportation.
<b>Goals</b>	<p>By 2008, Metro Public Works will demonstrate its commitment to excellence in customer service as evidenced by:</p> <ul style="list-style-type: none"> <li>• All customer inquiries and requests will be acknowledged by the next working day.</li> <li>• Customer inquiries will be appropriately resolved within thirty days, 95% of the time.</li> </ul> <p>Neighborhood infrastructure standards shall be upgraded as evidenced by:</p> <ul style="list-style-type: none"> <li>• The construction of all sidewalks scheduled for completion before 2010 will be completed before 2010.</li> <li>• No more than 25% of paved road and alleyway surfaces in Davidson County will be rated "poor condition" or a lower rating by 2008.</li> </ul> <p>By 2008, drivers in Metro Nashville will, on average, experience no worsening of traffic congestion or delays notwithstanding the increased land development and corresponding growth of traffic volume, as evidenced by the annual MPO Travel Time Data.</p> <p>By the end of 2008, citizens in Metro Nashville will experience a more efficient and environmentally friendly process for the disposal of their waste as evidenced by 25% of municipal solid waste being recycled.</p>

## Budget Change and Result Highlights FY 2009

<b>Recommendation</b>			<b>Result</b>
<b>Traffic Engineering Program</b>			
Reduction of 1 Engineering Position	GSD	\$ (123,700) (1.0 FTE)	Proposed traffic projects/changes may take longer to design
<b>Intelligent Transportation System (ITS) Program</b>			
Reduction of 1 Engineering Position	GSD	(103,700) (1.0 FTE)	May delay scheduled conversions
<b>Right of Way Permit Program</b>			
Reduction of 2 Engineering Positions	GSD	(103,900) (2.0 FTEs)	May reduce time from request to inspection
<b>Street Construction Program</b>			
Reduction of 7 Engineering Positions	GSD	(465,800) (7.0 FTEs)	Ability to inspect and review street plans and construction in a timely manner may be impacted. Tracking of results matter and various other information will be impacted.
Reduction of 4 Support Positions	GSD	(221,000) (4.0 FTEs)	Ability to inspect and review street plans and construction in a timely manner may be impacted. Tracking of results matter and various other information will be impacted.
<b>Traffic Signal Program</b>			
Reduction of 1 Signal Position	GSD	(48,300) (1.0 FTE)	Increased response times to signal outages

# 42 Public Works-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
<b>Traffic Sign and Marking Program</b>			
Reduce Sign & Marking Supplies	GSD	\$ (59,300)	Elimination of sign production for all other agencies
<b>Roadway Maintenance Program</b>			
Eliminate 3 Vacant Positions	GSD	(149,200) (3.0 FTEs)	Functions will be absorbed by existing personnel
Reduction of 2 Support Positions	GSD	(65,900) (1.0 FTE)	Ability to track results matter and work orders will be impacted.
	USD	(46,100) (1.0 FTE)	
Reduction of 1 Vegetation Crew	GSD	(141,600) (4.0 FTEs)	Mowing frequency will be reduced
Reduction of 2 Right of Way Maintenance Crews	GSD	(323,400) (8.0 FTEs)	Response times for complaint resolution will be increased
Reduction of 1 Median Mowing Crew	GSD	(146,000) (4.0 FTEs)	Median mowing frequency will be reduced
Reduction of 2 Litter Crews	GSD	(73,000) (2.0 FTEs)	Litter pickup frequency will be reduced
	USD	(73,000) (2.0 FTEs)	
Reduction of 4 Support Crew Positions	GSD	(145,000) (4.0 FTEs)	Functions will be absorbed by existing personnel; Alley cleanup frequency will be reduced
Reduction of 1 Equipment Operator	GSD	(44,200) (1.0 FTE)	After hours response time may be effected
Reduce Roadway, Pavement, and Uniform Supplies	GSD	(230,000)	Reduction in materials, supplies and uniforms based on personnel cuts
Temporary Workers for Seasonal Work	GSD	80,000	Workers will be used during peak mowing and paving times
Supplies	USD	5,500	Increase supplies in USD
Electricity	USD	577,600	Increase in TVA and NES rates. Street lights for District #32 Annexation and TVA rate increase
<b>Waste Collections Program</b>			
Reduction of 4 Vacant Positions	SW	(196,400) (4.0 FTEs)	Functions will be absorbed by existing personnel
Reduction of 2 Sanitation Positions	SW	(117,600) (2.0 FTEs)	Functions will be absorbed by existing personnel
Reduce Supplies	SW	(10,200)	Reduction in materials, supplies and uniforms based on personnel cuts

# 42 Public Works-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
Reduction of Contracted Waste Pick-up Contract	SW	\$ (94,000)	Reduce contracted routes by 4
Reduction of Brush Contractor	SW	(1,900,000)	Reduction in frequency of brush pickup from 5 times per year to 3 times per year
District #32 Annexation	SW	260,400	District 32 annexation was funded for 5 months of service in FY08. This request funds the additional 7 months needed in FY09.
Increase Collection Services Contract	SW	231,800	Contracted annual adjustment in the trash collection contracts
<b>Waste Disposal Program</b>			
Annual Contract Increase	SW	52,300	Contracted annual adjustment in the waste disposal contracts
<b>Waste Materials Handling Facilities Program</b>			
Reduction of 4 Customer Service Positions	SW	(159,000) (4.0 FTEs)	Realigns days and operating hours for Convenience Centers
Reduce Overtime	SW	(20,000)	Reduction in overtime based on altered Convenience Center hours
Reduce Supplies	SW	(4,000)	Reduction in materials, supplies and uniforms based on personnel cuts
Annual Contract Increase	SW	SW 43,600	Contracted annual adjustment in the wood waste vendors contracts
<b>Environmental Education Program</b>			
Reclassification of 2 Positions	SW	(33,200)	Realign job classifications for changing job functions
<b>Customer Response and Support Program</b>			
Transfer 4 positions to PW Call Center; includes 2 positions from Metro Call Center	GSD	201,500 4.0 FTE	Four positions have been reallocated to take on the 311 calls
Software Maintenance	GSD	86,400	Motorola contract costs.
<b>Administrative Services Program</b>			
Reduction of 5 Support Positions	GSD	(179,200) (3.0 FTEs)	Results Matter and other information tracking will be impacted
	SW	(110,400) (2.0 FTEs)	
Reduce Supplies	SW	(2,500)	Reduction in materials, supplies and uniforms based on personnel cuts
Reduce Office Cleaning Contractor	GSD	(30,000)	Function will be absorbed internally
Eliminate Software License	GSD	(53,300)	Eliminates accident tracking software

# 42 Public Works-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
<b>LOCAP Adjustment</b>	SW	\$ 297,600	Payment for indirect costs. No impact on performance.
<b>Nonallocated Financial Transactions</b>			
Pay Plan/Fringe Amounts	GSD	85,600	Supports the hiring and retention of a qualified workforce.
	USD	8,700	
	SW	32,500	
Fringe Benefit Adjustments	GSD	(453,600)	Savings realized through reduced cost for fringe benefits/increases needed to fund projected fringe cost.
	USD	28,400	
	SW	(91,000)	
Elimination of Safety & Risk Management Premiums	GSD	(1,032,800)	Elimination of charge for coverage of safety and risk management premiums and activities.
	USD	(78,400)	
	SW	(3,000)	
Finance Charge	GSD	(149,500)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
	USD	(65,000)	
	SW	(72,600)	
Human Resources Charge	GSD	(143,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
	USD	(19,400)	
	SW	(42,600)	
Shared Business Office Charge	GSD	(14,000)	Eliminate the charge for delivery of administrative support functions
	USD	(1,000)	
	SW	(3,500)	
Metro Payment Services Charge	GSD	(42,700)	Eliminate the charge for delivery of centralized payment services
	USD	(19,000)	
	SW	(26,200)	
Customer Call Center Charge	SW	(540,300)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	GSD	(25,800)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
	USD	(18,100)	
	SW	(12,600)	
Information Systems Charge	GSD	(33,300)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
	SW	(35,600)	
Facilities Maintenance & Security Charge	GSD	35,000	Delivery of facility maintenance and associated security functions
	USD	(1,200)	
Fleet Management Charge	GSD	1,544,400	Delivery of fleet management, fuel services, and maintenance functions
	USD	(1,353,400)	
	SW	112,000	



# 42 Public Works-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation			Result
Postal Service Charge	GSD	\$ 2,400	Delivery of mail across the Metropolitan Government
	USD	200	
	SW	1,000	
Radio Service Charge	GSD	(26,100)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	GSD	(4,900)	Handling and disposition of surplus property
	USD	(1,700)	
	SW	(2,300)	
Insurance Billings	SW	16,100	No impact on performance. Represents direct charges to department for insurance costs.
Reduce Other Purchased Services	GSD	(12,700)	Function will be absorbed internally
<b>Changes in General Fund Transfers to Solid Waste Management</b>	GSD	(1,261,500)	These transfers will fund the Waste Management Fund requirements
	USD	(5,106,200)	
TOTAL	GSD	\$ (3,871,400)	
		(42.0 FTEs)	
	USD	\$ (6,162,100)	
		(3.0 FTEs)	
	SW	\$ (2,429,700)	
		(12.0 FTEs)	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Public Works Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	88%	12%	0%
Program Budget Dollars:	93%	7%	0%

# 42 Public Works-At a Glance



**Engineering Line of Business** – The purpose of the Engineering Line of Business is to provide infrastructure design, review, construction, parking, and inspection products to citizens, neighborhoods, Metro departments, consultants and contractors so they can have a variety of options as to their mode of transportation.

## Consultant Services Program

The purpose of the Consultant Services Program is to provide engineering review products to consultants and contractors so they can receive decisions on a timely basis.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$786,600	\$830,365	\$1,021,100	...	\$1,021,100
<b>FTEs:</b> GSD General Fund	11.60	11.60	11.60	...	11.60
<b>Results</b> Percentage of review report decisions received by customers within 10 days	97%	98%	97%	100%	97%

## Traffic Engineering Program

The purpose of the Traffic Engineering Program is to provide traffic design products to users of the Metro street systems so they can travel safely and efficiently.

## Results Narrative

**Proposed Change in Funding:** \$(123,700)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** There should be no change in the percentage of safety requests that are investigated and appropriately resolved within 30 days.  
**Other:** Proposed traffic projects/changes may take longer to design.

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$682,000	\$586,921	\$626,400	...	\$502,700
<b>FTEs:</b> GSD General Fund	8.20	8.20	8.20	...	7.20
<b>Results</b> Percentage of safety requests that are investigated and appropriately resolved within 30 days	65%	82%	85%	92%	85%

## Intelligent Transportation Systems (ITS) Program

The purpose of the Intelligent Transportation System (ITS) Program is to provide ITS design, contract management and operation products to the users of the Metro street system so they will experience less impact from incidents and events.

## Results Narrative

**Proposed Change in Funding:** \$(103,700)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** The percentage of installed device communicating with the traffic center should not be impacted.  
**Other:** May delay scheduled conversions.

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$504,600	\$424,847	\$369,100	...	\$265,400
<b>FTEs:</b> GSD General Fund	5.40	5.40	5.40	...	4.40
<b>Results</b> Percentage of installed devices communicating with the traffic center	95%	NC	95%	93%	95%

# 42 Public Works-At a Glance



## Right of Way Permit Program

The purpose of the Right of Way Permit Program is to provide excavation and lane closure permit products to utility contractors and special event promoters so they can receive a decision on a timely basis.

## Results Narrative

**Proposed Change in Funding:** \$(103,900)

**Proposed Change in FTEs:** (2.00)

**Proposed Change in Performance:** The percentage of permit responses received by customers within 3 days may drop by as much as 30%.

**Other:** May increase the length of time from receipt of request until an inspection is performed, decreasing our performance.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$489,500	\$505,542	\$406,500	...	\$302,600
<b>FTEs:</b>	GSD General Fund	5.60	5.60	5.60	...	3.60
<b>Results</b>						
Percentage of permit responses received by customers within 3 days		66%	95%	97%	99.3%	67%

## Sidewalk Construction Program

The purpose of the Sidewalk Construction Program is to provide sidewalk construction products to pedestrians in Davidson County so they can have improved mobility and accessibility.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$553,200	\$566,556	\$287,700	...	\$287,700
<b>FTEs:</b>	GSD General Fund	9.10	9.10	9.10	...	9.10
<b>Results</b>						
Percentage of targeted* sidewalk linear feet constructed		100%	133%	100%	103.2%	100%

\*As identified in Nashville-Davidson County Strategic Plan for Sidewalks Bikeways

## Street Construction Program

The purpose of the Street Construction Program is to provide roadway and alleyway construction products to motorists and cyclists in Davidson County so they can have improved mobility and accessibility.

## Results Narrative

**Proposed Change in Funding:** \$(686,800)

**Proposed Change in FTEs:** (11.00)

**Proposed Change in Performance:** The percentage of street pavement surfaces graded at 70 or better may drop by as much as 10%.

**Other:** Ability to inspect and review street plans and construction in a timely manner may be impacted. Tracking of information will be impacted.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,568,200	\$1,617,658	\$2,103,000	...	\$1,416,200
<b>FTEs:</b>	GSD General Fund	19.10	19.10	19.10	...	8.10
<b>Results</b>						
Percentage of street pavement surfaces graded at 70 or better (0-100 grading)		90%	77%	90%	78.6%	80%

# 42 Public Works-At a Glance



## Parking Program

The purpose of the Parking Program is to provide parking space and enforcement products to the public so they can have access to parking spaces when they need them.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$2,823,600	\$3,315,084	\$2,902,100	...	\$2,902,100
<b>FTEs:</b>	GSD General Fund	9.00	9.00	9.00	...	9.00
<b>Results</b>						
Percentage of occupancy of on-street parking spaces		75%	NC	75%	NR	75%

**Right of Way Operations Line of Business** – The purpose of the Right of Way Operations Line of Business is to provide right of way installation, maintenance and repair products to the public so they can enjoy clean and safe public ways.

## Traffic Signal Program

The purpose of the Traffic Signal Program is to provide traffic signal installation, maintenance and repair products to the traveling public so they can travel in a system that is well maintained.

## Results Narrative

**Proposed Change in Funding:** \$(48,300)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** Percentage of time traffic signals are operational may be affected by as much as 5%.  
**Other:** Increased response times to signal outages.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,680,500	\$1,637,371	\$1,733,200	...	\$1,684,900
<b>FTEs:</b>	GSD General Fund	24.50	24.50	24.50	...	23.50
<b>Results</b>						
Percentage of time traffic signals are operational		95%	96%	99%	96.5%	94%

## Traffic Sign and Marking Program

The purpose of the Traffic Sign and Marking Program is to provide traffic sign and street marking installation, maintenance and repair products to the traveling public so they can travel in a safe traffic system and receive timely and accurate traffic information, instructions and warnings.

## Results Narrative

**Proposed Change in Funding:** \$(59,300)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Percentage of non-regulatory sign repairs appropriately resolved within 30 days may be impacted by as much as 10%.  
**Other:** Elimination of sign production for all other agencies.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,075,037	\$1,264,500	\$1,092,000	...	\$1,032,700
<b>FTEs:</b>	GSD General Fund	12.40	12.40	12.40	...	12.40
<b>Results</b>						
Percentage of non-regulatory sign repairs appropriately resolved within 30 days		98%	98%	98%	98%	88%

# 42 Public Works-At a Glance



## Roadway Maintenance Program

The purpose of the Roadway Maintenance Program is to provide roadway and bridge installation, maintenance and repair products to the traveling public so they can travel in right of ways with a minimum of exposures to pavement defects or other hazards.

## Results Narrative

**Proposed Change in Funding:** \$(774,300)

**Proposed Change in FTEs:** (30.00)

**Proposed Change in Performance:** The percentage of customer inquiries appropriately resolved within 30 days may be impacted as much as 20%.

**Other:** Ability to track performance data and work orders will be impacted. Request includes reduction of 1 Vegetation Crew, 2 Maintenance Crews, 1 Median Mowing Crew, 3 vacant positions, and 5 Support Crew positions. Request also includes funding for increased TVA/NES rates and District 32 annexation, and for temporary workers to be used in peak mowing and paving seasons.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$10,931,367	\$10,837,189	\$11,381,100	...	\$10,142,800
USD General Fund	<u>6,728,900</u>	<u>7,270,374</u>	<u>6,990,700</u>	...	<u>7,454,700</u>
Total	\$17,660,267	\$18,107,563	\$18,371,800	...	\$17,597,500
<b>FTEs:</b> GSD General Fund	181.65	181.65	171.90	...	144.90
USD General Fund	<u>41.00</u>	<u>41.00</u>	<u>35.00</u>	...	<u>32.00</u>
Total	222.65	222.65	206.90	...	176.90

### Results

Percentage of customer inquiries appropriately resolved within 30 days

98%	99%	90%	99.4%	70%
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## Emergency Response Program

The purpose of the Emergency Response Program is to provide timely emergency response products to the public so their homeland security is enhanced and their exposure to any man made or natural incident that may pose a threat to their ability to safely travel upon Metro roadways or designated emergency routes is minimized.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$279,800	\$257,799	\$270,400	...	\$270,400
<b>FTEs:</b> GSD General Fund	3.20	3.20	3.20	...	3.20

### Results

Percentage of emergency incidents receiving a response within 1 hour

89%	96.7%	97%	96.4%	97%
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# 42 Public Works-At a Glance



**Waste Management Line of Business** – The purpose of the Waste Management Line of Business is to provide waste collection and disposal products to Nashvillians so they can have environmentally safe and efficient collection and disposal of waste.

## Waste Collection Program

The purpose of the Waste Collection Program is to provide waste collection products to people in Metro Davidson County so they can have a timely and satisfactory process for discarding waste.

## Results Narrative

**Proposed Change in Funding:** \$(1,771,500)

**Proposed Change in FTEs:** (6.00)

**Proposed Change in Performance:** The percentage of customers who receive waste collection services in a timely manner should not be affected.

**Other:** Reduce contracted trash collection routes by 4 and frequency of brush pick-up from 5 times per year to 3 times per year. Functions of 4 eliminated vacant positions will be absorbed by existing personnel. Request also includes additional funds for District 32 annexation and mandated contract increase.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fd (Waste Mgmt)	\$11,909,000	\$12,549,906	\$13,224,500	...	\$11,453,000
<b>FTEs:</b> Special Purpose Fd (Waste Mgmt)	58.50	58.50	61.50	...	55.50
<b>Results</b>					
Percentage of customers who receive waste collection services in a timely manner	96%	99.99%	97%	99.9%	97%

## Waste Disposal Program

The purpose of the Waste Disposal Program is to provide disposal products to private haulers collecting waste in Davidson County so they can have an effective, convenient and environmentally safe facility to dispose of collected waste.

## Results Narrative

**Proposed Change in Funding:** \$52,300

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The percentage of TN Department of Environment and Conservation inspections which result in a fineable violation will not be affected.

**Other:** Annual contract increase for disposal vendor increase is set at 2.5% annually.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fd (Waste Mgmt)	\$4,550,100	4,110,000	\$4,940,000	...	\$4,992,300
<b>FTEs:</b> Special Purpose Fd (Waste Mgmt)	2.30	2.30	2.30	...	2.30
<b>Results</b>					
Percentage of Tennessee Department of Environment and Conservation inspections which result in a fineable violation	NR	0%	NR	0%	0%

# 42 Public Works-At a Glance



## Waste Materials Handling Facilities Program

The purpose of the Waste Materials Handling Facilities Program is to provide waste material handling products to people in Davidson County so they can conveniently dispose of recyclables, household hazardous waste and bulk waste in a manner that protects the environment.

## Results Narrative

**Proposed Change in Funding:** \$(139,400)  
**Proposed Change in FTEs:** (4.00)  
**Proposed Change in Performance:** Percentage of customers who rate the Waste Materials Handling Facilities as convenient may be reduced by as much as 20%.  
**Other:** Reduces 3 filled and 1 vacant convenience center positions and results in realignment of days and operating hours for convenience centers.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fd (Waste Mgmt)	\$2,034,900	\$1,977,688	\$2,274,900	...	\$2,135,500
<b>FTEs:</b> Special Purpose Fd (Waste Mgmt)	24.20	24.20	24.20	...	20.20
<b>Results</b>					
Percentage of customers which rate the Waste Materials Handling Facilities as convenient	96%	95%	96%	97%	76%

## Environmental Education Program

The purpose of the Environmental Education Program is to provide waste handling information products to people in Davidson County so they can receive more cost efficient services due to their compliance with proper procedures.

## Results Narrative

**Proposed Change in Funding:** \$(33,200)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Realigns job classifications for changing job functions for 2 positions.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fd (Waste Mgmt)	\$161,700	\$189,598	\$116,500	...	\$83,300
<b>FTEs:</b> Special Purpose Fd (Waste Mgmt)	2.00	2.00	2.00	...	2.00
<b>Results</b>					
Percentage of contaminated recyclables collected	3%	9.38%	5%	7.1%	5%

**Customer Service Line of Business** – The purpose of the Customer Service Line of Business is to provide informational products to the public and other Metro agencies so their requests and inquiries will be acknowledged and responded to in a timely manner.

## Customer Response and Support Program

The purpose of the Customer Response and Support Program is to provide informational products to the public and other Metro agencies so their requests and inquiries will be acknowledged and responded to in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$287,900  
**Proposed Change in FTEs:** 4.00  
**Proposed Change in Performance:** The percentage of requests acknowledged within one working day should not be affected.  
**Other:** Four positions have been reallocated to take on the 311 calls. Also includes software maintenance costs.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$226,400	\$215,616	\$189,400	...	\$477,300
Special Purpose Fd (Waste Mgmt)	<u>495,900</u>	<u>514,030</u>	<u>604,400</u>	...	<u>604,400</u>
Total	\$722,300	\$729,646	\$793,800	...	\$1,081,700
<b>FTEs:</b> GSD General Fund	6.40	6.40	6.40	...	10.40
Special Purpose Fd (Waste Mgmt)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	...	<u>1.00</u>
Total	7.40	7.40	7.40	...	11.40
<b>Results</b>					
Percentage of requests acknowledged within one working day	90%	99.8%	50%	89.7%	50%

# 42 Public Works-At a Glance



**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide administrative support services to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD Other	\$ 0	\$0	\$ 0	...	\$(1,951,600)
	USD Other	543,500	0	77,200		(105,300)
	Special Purpose Fd (Waste Mgmt Other)	0	0	0	...	(545,100)
	<b>Total</b>	\$543,500	\$0	\$77,200	...	\$(2,602,000)

## Administrative Program

The purpose of the Administrative Program is to provide IT support, facilities management, HR support, financial management support, procurement support, records retention support, safety and risk management support, and leadership support products to the operational divisions of Public Works so they can focus on operational issues while still having their administrative needs met.

## Results Narrative

**Proposed Change in Funding:** \$(262,500)

**Proposed Change in FTEs:** (5.00)

**Proposed Change in Performance:** The percentage of budget variance will not be affected.

**Other:** Information tracking will be impacted by reduction of 3 support positions. Request eliminates accident tracking software and office cleaning contractor.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD Transfer to Waste Management	\$10,806,500	\$10,806,500	\$10,277,100	...	\$8,895,500
	USD Transfer to Waste Management	8,107,300	8,107,300	10,276,200	...	5,170,000
	Waste Management Fund Transfers	638,000	636,800	638,000	...	638,000
	<b>Total</b>	\$19,551,800	\$19,550,600	\$21,191,300	...	\$14,703,500
	GSD Other	\$ 5,997,000	\$ 5,538,301	\$ 5,814,800	...	\$5,552,300
	USD Other	1,714,900	1,716,827	1,782,400	...	1,782,400
	Special Purpose Fund (Waste Mgmt Other)	2,966,700	2,381,118	2,860,800	...	2,747,900
	<b>Total</b>	\$10,678,600	\$ 9,636,246	\$10,458,000	...	\$10,082,600
<b>FTEs:</b>	GSD General Fund	19.60	19.60	19.60	...	16.60
	USD General Fund	0.00	0.00	0.00	...	0.00
	Waste Management Fund	6.00	6.00	5.00	...	3.00
	<b>Total</b>	25.60	25.60	24.60	...	19.60
<b>Results</b>	Percentage Budget Variance	10%	6%	5%	8%	5%



# 42 Public Works-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	17,662,300	17,114,857	18,207,300	15,706,900
<b>OTHER SERVICES:</b>				
Utilities	517,100	552,405	545,300	545,300
Professional and Purchased Services	3,239,300	3,778,530	3,319,100	3,356,400
Travel, Tuition, and Dues	128,100	103,797	122,600	122,600
Communications	247,600	239,597	201,700	201,700
Repairs and Maintenance Services	492,700	295,740	413,800	413,800
Internal Service Fees	2,003,100	2,018,038	2,113,500	3,255,700
<b>TOTAL OTHER SERVICES</b>	<b>6,627,900</b>	<b>6,988,107</b>	<b>6,716,000</b>	<b>7,895,500</b>
Other Expense	3,307,604	3,487,146	3,273,500	1,984,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	5,690	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>27,597,804</b>	<b>27,595,799</b>	<b>28,196,800</b>	<b>25,586,900</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>10,806,500</b>	<b>10,808,450</b>	<b>10,277,100</b>	<b>9,015,600</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>38,404,304</b>	<b>38,404,249</b>	<b>38,473,900</b>	<b>34,602,500</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	3,725,900	4,106,668	3,516,900	4,466,900
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	4,800	4,826	4,800	4,800
<b>Subtotal Other Governments &amp; Agencies</b>	<b>4,800</b>	<b>4,826</b>	<b>4,800</b>	<b>4,800</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>3,730,700</b>	<b>4,111,494</b>	<b>3,521,700</b>	<b>4,471,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	285,900	653,695	337,700	650,000
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>285,900</b>	<b>653,695</b>	<b>337,700</b>	<b>650,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>4,016,600</b>	<b>4,765,189</b>	<b>3,859,400</b>	<b>5,121,700</b>

# 42 Public Works-Financial



## USD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,811,300	1,738,158	1,504,000	1,422,000
<b>OTHER SERVICES:</b>				
Utilities	4,996,800	5,096,831	5,128,000	5,705,600
Professional and Purchased Services	477,800	461,297	477,000	477,000
Travel, Tuition, and Dues	0	0	0	0
Communications	600	0	600	600
Repairs and Maintenance Services	70,000	66,063	45,900	45,900
Internal Service Fees	1,548,900	1,544,500	1,616,400	137,800
<b>TOTAL OTHER SERVICES</b>	<b>7,094,100</b>	<b>7,168,691</b>	<b>7,267,900</b>	<b>6,366,900</b>
Other Expense	81,900	80,352	78,400	5,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>8,987,300</b>	<b>8,987,201</b>	<b>8,850,300</b>	<b>7,794,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>8,107,300</b>	<b>8,107,300</b>	<b>10,276,200</b>	<b>5,170,000</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>17,094,600</b>	<b>17,094,501</b>	<b>19,126,500</b>	<b>12,964,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	75,000	94,429	93,900	78,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>75,000</b>	<b>94,429</b>	<b>93,900</b>	<b>78,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>75,000</b>	<b>94,429</b>	<b>93,900</b>	<b>78,000</b>

# 42 Public Works-Financial



## Waste Management Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	5,439,700	4,883,810	5,670,600	5,048,100
<b>OTHER SERVICES:</b>				
Utilities	130,500	58,635	145,500	145,500
Professional and Purchased Services	12,982,300	13,170,523	14,676,400	13,252,400
Travel, Tuition, and Dues	15,300	11,019	16,200	16,200
Communications	81,600	122,656	125,100	125,100
Repairs and Maintenance Services	411,200	505,902	517,600	517,600
Internal Service Fees	1,280,100	1,265,662	1,660,800	1,038,100
<b>TOTAL OTHER SERVICES</b>	<b>14,901,000</b>	<b>15,134,397</b>	<b>17,141,600</b>	<b>15,094,900</b>
Other Expense	1,777,600	1,620,319	1,208,900	1,432,300
Pension, Annuity, Debt, & Other Costs	0	0	0	16,100
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	83,440	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>22,118,300</b>	<b>21,721,966</b>	<b>24,021,100</b>	<b>21,591,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>638,000</b>	<b>637,175</b>	<b>638,000</b>	<b>638,000</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>22,756,300</b>	<b>22,359,141</b>	<b>24,659,100</b>	<b>22,229,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	3,842,500	4,214,024	4,051,700	4,060,200
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	390,501	54,000	50,000
<b>TOTAL PROGRAM REVENUE</b>	<b>3,842,500</b>	<b>4,604,525</b>	<b>4,105,700</b>	<b>4,110,200</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>18,913,800</b>	<b>18,913,800</b>	<b>20,553,300</b>	<b>14,185,600</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>22,756,300</b>	<b>23,518,325</b>	<b>24,659,000</b>	<b>18,295,800</b>

# 42 Public Works-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	2	2.00	1	1.00	-1	-1.00
Admin Spec	07720	SR1100	3	3.00	4	4.00	4	4.00
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 1	02660	SR0600	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	3	3.00	2	2.00	2	2.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	2	2.00	2	2.00
Application Tech 1	10100	SR0700	0	0.00	0	0.00	1	1.00
Application Tech 2	10102	SR0800	0	0.00	0	0.00	1	1.00
Application Tech 3	10103	SR0900	1	1.00	0	0.00	0	0.00
Blaster	03710	TG0700	1	1.00	1	1.00	1	1.00
CAD/GIS Analyst 2	07730	SR1000	2	2.00	0	0.00	0	0.00
Carpenter 2	00970	TL1000	1	1.00	1	1.00	1	1.00
Compliance Inspector 1	07731	SR0700	3	3.00	3	3.00	3	3.00
Compliance Inspector 2	07732	SR0900	1	1.00	4	4.00	3	3.00
Compliance Inspector 3	07733	SR1000	1	1.00	0	0.00	0	0.00
Cust Svc Mgr	00746	SR1400	3	3.00	2	2.00	2	2.00
Engineer 1	07294	SR1200	4	4.00	6	6.00	5	5.00
Engineer 2	07295	SR1300	7	7.00	3	3.00	2	2.00
Engineer 3	06606	SR1400	3	3.00	8	8.00	7	7.00
Engineer In Training	07296	SR1000	5	5.00	5	5.00	3	3.00
Engineering Tech 1	07298	SR0600	3	3.00	4	4.00	2	2.00
Engineering Tech 2	07299	SR0800	4	4.00	6	6.00	6	6.00
Engineering Tech 3	07300	SR1000	17	17.00	16	16.00	13	13.00
Equip Operator 1	06826	TG0500	12	12.00	12	12.00	10	10.00
Equip Operator 2	06827	TG0700	29	29.00	33	33.00	32	32.00
Equip Operator 3	07303	TG0800	26	26.00	24	24.00	23	23.00
Finance Admin	10108	SR1300	1	1.00	1	1.00	1	1.00
Finance Mgr	06232	SR1400	2	2.00	2	2.00	2	2.00
Human Resources Asst 2	06931	SR0700	1	1.00	1	1.00	0	0.00
Human Resources Mgr	06531	SR1400	1	1.00	1	1.00	1	1.00
Info Systems App Analyst 2	07780	SR1100	1	1.00	1	1.00	1	1.00
Info Systems Div Mgr	07318	SR1400	1	1.00	1	1.00	1	1.00
Maint & Repair Leader 1	07325	TL0700	19	19.00	20	20.00	17	17.00
Maint & Repair Leader 2	07326	TL0900	12	12.00	14	14.00	14	14.00
Maint & Repair Worker 1	02799	TG0300	41	41.00	39	39.00	21	21.00
Maint & Repair Worker 2	07328	TG0400	29	29.00	27	27.00	26	26.00
Maint & Repair Worker 3	07329	TG0600	10	10.00	6	6.00	6	6.00
Office Support Mgr	10119	SR0900	3	3.00	3	3.00	3	3.00
Office Support Rep 1	10120	SR0400	2	2.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	3	3.00	2	2.00	2	2.00
Office Support Rep 3	10122	SR0600	4	4.00	3	3.00	3	3.00
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	0	0.00
Parking Patrol Officer 1	10480	SR0700	3	3.00	3	3.00	3	3.00
Parking Patrol Officer 2	10481	SR0900	0	0.00	1	1.00	1	1.00
Parts Supv	07345	SR0900	1	1.00	1	1.00	1	1.00
Program Mgr 2	07377	SR1200	1	1.00	1	1.00	1	1.00
Pub Works Asst Dir-Engineering	00380	SR1500	1	1.00	1	1.00	1	1.00

# 42 Public Works-Financial



		FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101 (Continued)</b>							
Pub Works Asst Dir-F & A	10133 SR1500	1	1.00	1	1.00	1	1.00
Pub Works Asst Dir-Strt & Rds	06387 SR1500	1	1.00	1	1.00	1	1.00
Pub Works Dir	01650 DP0300	1	1.00	1	1.00	1	1.00
Public Works Associate Dir.	10359 SR1500	1	1.00	1	1.00	1	1.00
Seasonal Worker 3	09105	27	6.75	0	0.00	0	0.00
Signal Tech 1	07402 TG0900	5	5.00	5	5.00	4	4.00
Signal Tech 2	04930 TG1100	3	3.00	3	3.00	3	3.00
Signal Tech 3	04810 TL1100	4	4.00	4	4.00	4	4.00
Signal Tech Supv	04910 TS1100	1	1.00	1	1.00	1	1.00
Signs & Markings Supv	07403 TS1000	1	1.00	1	1.00	1	1.00
Skilled Craft Worker 1	07404 TG0700	3	3.00	3	3.00	3	3.00
Special Asst To The Dir	05945 SR1300	1	1.00	0	0.00	0	0.00
Technical Specialist 1	07756 SR1100	7	7.00	9	9.00	9	9.00
Technical Specialist 2	07757 SR1200	4	4.00	2	2.00	2	2.00
Technical Svcs Coord	07413 SR1100	1	1.00	1	1.00	0	0.00
Traffic Control Mgr	07801 SR1300	2	2.00	2	2.00	2	2.00
Transportation Mgr	10137 SR1400	2	2.00	2	2.00	1	1.00
<b>Total Positions &amp; FTE</b>		<b>336</b>	<b>315.75</b>	<b>306</b>	<b>306.00</b>	<b>264</b>	<b>264.00</b>
<b>USD General 18301</b>							
Equip Operator 2	06827 TG0700	1	1.00	0	0.00	0	0.00
Equip Operator 3	07303 TG0800	3	3.00	1	1.00	1	1.00
Maint & Repair Leader 2	07326 TL0900	2	2.00	0	0.00	0	0.00
Maint & Repair Worker 1	02799 TG0300	29	29.00	29	29.00	27	27.00
Maint & Repair Worker 2	07328 TG0400	3	3.00	3	3.00	3	3.00
Office Support Mgr	10119 SR0900	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121 SR0500	1	1.00	0	0.00	0	0.00
Office Support Spec 1	10123 SR0700	0	0.00	0	0.00	-1	-1.00
Sanitation Supv	07397 TS0700	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>		<b>41</b>	<b>41.00</b>	<b>35</b>	<b>35.00</b>	<b>32</b>	<b>32.00</b>
<b>Solid Waste Operations 30501</b>							
Admin Asst	07241 SR0900	1	1.00	1	1.00	1	1.00
Admin Spec	07720 SR1100	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 2	07243 SR0800	1	1.00	0	0.00	0	0.00
Compliance Inspector 1	07731 SR0700	1	1.00	1	1.00	1	1.00
Cust Svc Field Rep 1	07736 SR0500	5	5.00	6	6.00	3	3.00
Cust Svc Field Rep 2	07737 SR0600	2	2.00	4	4.00	4	4.00
Cust Svc Field Rep 3	07738 SR0700	1	1.00	2	2.00	1	1.00
Cust Svc Mgr	00746 SR1400	1	1.00	1	1.00	1	1.00
Engineer 1	07294 SR1200	0	0.00	1	1.00	1	1.00
Engineer In Training	07296 SR1000	1	1.00	0	0.00	0	0.00
Equip Operator 1	06826 TG0500	0	0.00	1	1.00	1	1.00
Equip Operator 2	06827 TG0700	1	1.00	2	2.00	2	2.00
Equip Operator 3	07303 TG0800	44	44.00	49	49.00	46	46.00
Facility Coord	07040 SR1100	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121 SR0500	3	3.00	2	2.00	2	2.00

# 42 Public Works-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Solid Waste Operations 30501 (Continued)</b>								
Office Support Rep 3	10122	SR0600	0	0.00	0	0.00	-1	-1.00
Office Support Spec 2	10124	SR0800	3	3.00	2	2.00	2	2.00
Professional Spec	07753	SR1100	1	1.00	1	1.00	0	0.00
Program Spec 3	07380	SR1000	0	0.00	1	1.00	1	1.00
Recycling Coord	07116	SR1000	1	1.00	1	1.00	1	1.00
Sanitation Leader	05957	TL0600	12	12.00	5	5.00	5	5.00
Sanitation Supv	07397	TS0700	6	6.00	8	8.00	5	5.00
Sanitation Worker	04160	TG0500	6	6.00	5	5.00	5	5.00
Waste Management Supervisor	10484	SR1100	1	1.00	0	0.00	0	0.00
Waste Mgmt Supt	07755	SR1300	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>94</b>	<b>94.00</b>	<b>96</b>	<b>96.00</b>	<b>84</b>	<b>84.00</b>
<b>Department Totals</b>			<b>471</b>	<b>450.75</b>	<b>437</b>	<b>437.00</b>	<b>380</b>	<b>380.00</b>



# 33 Codes Administration-At a Glance



<b>Mission</b>	The mission of the Department of Codes & Building Safety is to provide permit, inspection, enforcement, and information products to the Nashville community so they can experience safe buildings and improved quality of life.
<b>Goals</b>	<p>By the year 2010, Codes customers will experience improved ability to communicate and access information through improved technology within Codes, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 10% increase of customers accessing information online</li> <li>• 75% of customers who report satisfaction with communications with the department</li> </ul> <p>By the year 2010, citizens of Davidson County will experience cleaner, safer neighborhoods, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 10% reduction in substandard housing</li> <li>• 10% reduction in number of abandoned or inoperable/unlicensed vehicles</li> <li>• 10% reduction of visual clutter (signs, debris, trash, graffiti)</li> </ul> <p>By the year 2010, Codes customers will experience improved response times to their inspection requests, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 75% of customers who receive a response within 48 hours including communication of action on service requests</li> </ul> <p>By the year 2010, citizens of and visitors to Davidson County will experience increased Code compliance in new buildings as evidenced by:</p> <ul style="list-style-type: none"> <li>• 10% increase in building projects obtaining a Use and Occupancy Letter indicating all required inspections performed and approved</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Construction/Land Use Program</b>		
Electronic Plans Software	\$ 100,000	Increase efficiency and effectiveness by allowing "concurrent plan review" with a single set of construction plans by several Metro departments
<b>Better Neighborhoods Program</b>		
Reduction of 3 Property Standards Inspector Positions	(167,500) (3.0 FTEs)	Reduces the number of property standards inspections by approximately 7,500 inspections.
Demolition Fund	100,000	Previously funded in contingency account. No impact on performance.
<b>Fringe Benefit Savings</b>	(204,300)	Savings realized through reduced cost for fringe benefits.
<b>Elimination of Safety &amp; Risk Management Premiums</b>	(180,800)	Elimination of charge for coverage of safety and risk management premiums and activities.
<b>Nonallocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	31,900	Supports the hiring and retention of a qualified workforce.
Finance Charge	(53,500)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing



# 33 Codes Administration-At a Glance



## Budget Change and Result Highlights FY 2009

<b>Recommendation</b>		<b>Result</b>
Human Resources Charge	\$ (45,600)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(3,700)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(6,500)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(24,000)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(4,000)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	81,800	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(1,100)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	46,200	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(5,600)	Delivery of mail across the Metropolitan Government
Radio Service Charge	(35,000)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(900)	Handling and disposition of surplus property
General Services District TOTAL	\$(372,600) (3.0 FTEs)	
<b>Special Purpose Fund</b>		
Fund Adjustment	\$200	No impact on performance
Special Purpose Fund TOTAL	\$200	
TOTAL	\$(372,400) (3.0 FTEs)	

# 33 Codes Administration-At a Glance



## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Codes Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	<b>Certified</b>	<b>Reported, Not Certified</b>	<b>Not Reported</b>
Number of Programs:	50%	0%	50%
Program Budget Dollars:	38%	0%	62%

# 33 Codes Administration-At a Glance



**Code Enforcement Notification Line of Business** - The purpose of the Code Enforcement Notification Line of Business is to provide notice and information products to code violators so that violations can be corrected.

## Code Enforcement Notification Program

The purpose of the Code Enforcement Notification Program is to provide notice and information products to code violators so they can correct violations and avoid penalties.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** During this past year, there were approximately 15,000 abate notices written for codes violations; 67% of those newly issued code violations were corrected within 48 hours.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$759,600	\$683,138	\$815,100	...	\$815,100
<b>FTEs:</b> GSD General Fund	11.25	11.25	11.25	...	11.25
<b>Results</b>					
Percentage of newly issued code violations corrected	80%	73.5%	80%	67%	80%

**Construction/Land Use Line of Business** - The purpose of the Construction/Land Use Line of Business is to provide licensing and permitting products to applicants (property owners, contractors, tenants) so they can proceed to do business in Davidson County in a timely manner.

## Construction/Land Use Program

The purpose of the Construction/Land Use Program is to provide licensing and permitting products to applicants (property owners, contractors, tenants) so they can proceed to do business in Davidson County in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$100,000

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** This enhancement will greatly increase the efficiency and effectiveness of departments using construction plans because it will facilitate "concurrent plan review" by all Metro departments of a single set of plans, thereby allowing departments to share information across the enterprise.

**Other:** For fiscal year 2008, Nashville experienced another near record construction year, based on dollars of construction.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,204,600	\$1,217,141	\$1,323,100	...	\$1,423,100
<b>FTEs:</b> GSD General Fund	15.45	15.45	15.45	...	15.45
<b>Results</b>					
Percentage of construction/land use permits issued in a timely manner	90%	89%	90%	89.4%	90%

# 33 Codes Administration-At a Glance



**Better Neighborhoods Line of Business** - The purpose of the Better Neighborhoods Line of Business is to provide property standards and zoning inspection products to neighborhood residents so they can experience a better place to live, work and play.

## Better Neighborhoods Program

The purpose of the Better Neighborhoods Program is to provide property standards and zoning inspection products to neighborhood residents so they can experience a better place to live, work and play.

## Results Narrative

**Proposed Change in Funding:** \$(67,500)

**Proposed Change in FTEs:** (3.0)

**Proposed Change in Performance:** The proposed budget reduction would reduce the effectiveness of the Better Neighborhoods program by eliminating 3 of inspectors available to make property standards inspections.

**Other:** The number of property standards inspections would be reduced by approximately 7,500 inspections.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,130,700	\$1,038,121	\$1,260,500	...	\$1,193,000
<b>FTEs:</b> GSD General Fund	10.50	10.50	10.50	...	10.50

## Results

Percentage change in substandard properties brought into compliance as a direct result of department intervention

	57%	NR	69%	71%	65%
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**Building Safety Line of Business** - The purpose of the Building Safety Line of Business is to provide building, plumbing, electrical, mechanical inspections and plan review products to building owners and contractors so residents and visitors to Nashville can experience Code compliant buildings.

## Building Safety Program

The purpose of the Building Safety Program is to provide building, plumbing, electrical, mechanical inspections and plan review products to building owners and contractors so residents and visitors to Nashville can experience Code compliant buildings.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** In the past year, this program has supported 32,000 building inspections, 55,000 electrical inspections, and 27,000 plumbing inspections.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,173,700	\$2,154,666	\$2,298,200	...	\$2,298,200
<b>FTEs:</b> GSD General Fund	33.45	33.45	33.45	...	33.45

## Results

Percentage change in building projects obtaining a Use and Occupancy letter indicating all required inspections were performed and approved

	NR	NR	NR	14.6%	12%
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# 33 Codes Administration-At a Glance



**Information Services Line of Business** – The purpose of the Information Services Line of Business is to provide information, instruction, and support products to boards, public officials and the general public so they can have the information they are seeking in a timely manner.

## Board Support Services Program

The purpose of the Board Support Services Program is to provide case preparation and presentation products to six appeal boards so they can have timely and accurate information.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** This past year, the Department's four trade boards heard and decided over 260 appeal cases.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$212,900	\$239,144	\$289,500	...	\$289,500
<b>FTEs:</b> GSD General Fund	2.60	2.60	2.60	...	2.60

## Results

Percent of board members that have accurate information in a timely manner	96%	96.95%	98%	99%	98%
----------------------------------------------------------------------------	-----	--------	-----	-----	-----

## Information Sharing Program

The purpose of the Information Sharing Program is to provide reporting, reference and consultation products to public officials and individuals seeking information so they can have their service requests addressed in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** In the past year, 58% of individuals who were seeking initial inspection service requests received those requests within 48 hours of their contact with the department.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,520,400	\$1,502,361	\$1,619,400	...	\$1,619,400
<b>FTEs:</b> GSD General Fund	23.70	23.70	23.70	...	23.70

## Results

Percentage of individuals who get their service requests addressed in a timely manner	61%	67.5%	60%	73%	60%
---------------------------------------------------------------------------------------	-----	-------	-----	-----	-----

# 33 Codes Administration-At a Glance



**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide administrative support service products to the Codes Department so it can efficiently and effectively deliver results for customers.

## Administrative Program

The purpose of the Administrative Program is to provide administrative support service products to the Codes Department so it can efficiently and effectively deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$768,000	\$827,898	\$878,200	...	\$878,200
<b>FTEs:</b> GSD General Fund	3.05	3.05	3.05	...	3.05

## Results

### Executive Leadership:

Percentage of departmental key results achieved NR NA NR NA NR

### Human Resources:

Percentage employee turnover 4% 3.65% 3% 5% 3%

### Finance:

Percent of budget variance 4% 5.4% 3% 5% 3%

### Procurement:

Percent of department purchases made via purchasing card 30% 21.4% 15% 21% 15%

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$327,600	\$0	\$13,700	...	\$(596,500)

# 33 Codes Administration-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	6,661,500	6,323,636	6,898,200	6,558,300
OTHER SERVICES:				
Utilities	0	36	0	0
Professional and Purchased Services	154,800	108,559	29,700	29,700
Travel, Tuition, and Dues	11,700	24,570	29,400	29,400
Communications	111,200	82,551	121,000	121,000
Repairs and Maintenance Services	9,100	2,647	9,100	9,100
Internal Service Fees	794,700	786,985	929,100	877,200
<b>TOTAL OTHER SERVICES</b>	<b>1,081,500</b>	<b>1,005,348</b>	<b>1,118,300</b>	<b>1,066,400</b>
Other Expense	354,500	333,485	481,200	400,400
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>8,097,500</b>	<b>7,662,469</b>	<b>8,497,700</b>	<b>8,025,100</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>8,097,500</b>	<b>7,662,469</b>	<b>8,497,700</b>	<b>8,125,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	906,000	1,230,635	906,000	922,800
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>906,000</b>	<b>1,230,635</b>	<b>906,000</b>	<b>922,800</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	9,864,200	10,417,110	9,864,200	9,527,200
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>9,864,200</b>	<b>10,417,110</b>	<b>9,864,200</b>	<b>9,527,200</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>10,770,200</b>	<b>11,647,745</b>	<b>10,770,200</b>	<b>10,450,000</b>

# 33 Codes Administration-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	154,800	87,498	154,800	155,000
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>154,800</b>	<b>87,498</b>	<b>154,800</b>	<b>155,000</b>
Other Expense	0	10,069	0	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>154,800</b>	<b>97,567</b>	<b>154,800</b>	<b>155,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>154,800</b>	<b>97,567</b>	<b>154,800</b>	<b>155,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	54,800	40,584	54,800	55,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>54,800</b>	<b>40,584</b>	<b>54,800</b>	<b>55,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>154,800</b>	<b>140,584</b>	<b>154,800</b>	<b>155,000</b>



# 33 Codes Administration-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Spec	07720	SR1100	2	2.00	2	2.00	2	2.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 4	07245	SR1200	0	0.00	1	1.00	1	1.00
Bldg Inspection Chief	06811	SR1200	1	1.00	1	1.00	1	1.00
Bldg Inspector 1	06810	SR0900	8	8.00	6	6.00	6	6.00
Bldg Inspector 2	07254	SR1000	5	5.00	6	6.00	6	6.00
Codes Admin Asst Dir	07081	SR1500	3	3.00	3	3.00	3	3.00
Codes Admin Dir	01540	DP0200	1	1.00	1	1.00	1	1.00
Compliance Inspector 2	07732	SR0900	0	0.00	1	1.00	1	1.00
Compliance Inspector 3	07733	SR1000	1	1.00	1	1.00	1	1.00
Cust Svc Supv	06598	SR1000	3	3.00	3	3.00	3	3.00
Electrical Inspection Chief	06822	SR1200	1	1.00	1	1.00	1	1.00
Electrical Inspector 1	06821	SR0900	2	2.00	4	4.00	4	4.00
Electrical Inspector 2	07290	SR1000	6	6.00	4	4.00	4	4.00
Mech/Gas Inspection Chief	06912	SR1200	1	1.00	1	1.00	1	1.00
Mech/Gas Inspector 1	06910	SR0900	5	5.00	5	5.00	5	5.00
Mech/Gas Inspector 2	07331	SR1000	2	2.00	2	2.00	2	2.00
Metropolitan Zoning Admin	06738	SR1500	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	2	2.00	0	0.00	0	0.00
Office Support Rep 3	10122	SR0600	14	14.00	15	15.00	15	15.00
Office Support Spec 1	10123	SR0700	2	2.00	2	2.00	2	2.00
Office Support Spec 2	10124	SR0800	0	0.00	1	1.00	1	1.00
Plans Examiner 2	04702	SR1200	4	4.00	4	4.00	4	4.00
Plans Examiner Chief	06141	SR1300	1	1.00	1	1.00	1	1.00
Plumbing Inspection Chief	06870	SR1200	1	1.00	1	1.00	1	1.00
Plumbing Inspector 1	06868	SR0900	1	1.00	3	3.00	3	3.00
Plumbing Inspector 2	07348	SR1000	6	6.00	3	3.00	3	3.00
Program Supv	07381	SR1000	1	1.00	1	1.00	1	1.00
Property Stan Insp 1	06922	SR0900	10	10.00	10	10.00	7	7.00
Property Stand Insp 2	07422	SR1000	5	5.00	6	6.00	6	6.00
Property Standards Insp Chief	06542	SR1200	3	3.00	2	2.00	2	2.00
Urban Forester	06902	SR1100	1	1.00	1	1.00	1	1.00
Zoning Examination Chief	07230	SR1200	1	1.00	1	1.00	1	1.00
Zoning Examiner	07421	SR1100	5	5.00	5	5.00	5	5.00
<b>Total Positions &amp; FTE</b>			<b>100</b>	<b>100.00</b>	<b>100</b>	<b>100.00</b>	<b>97</b>	<b>97.00</b>
<b>Department Totals</b>			<b>100</b>	<b>100.00</b>	<b>100</b>	<b>100.00</b>	<b>97</b>	<b>97.00</b>

# 34 Beer Permit Board-At a Glance



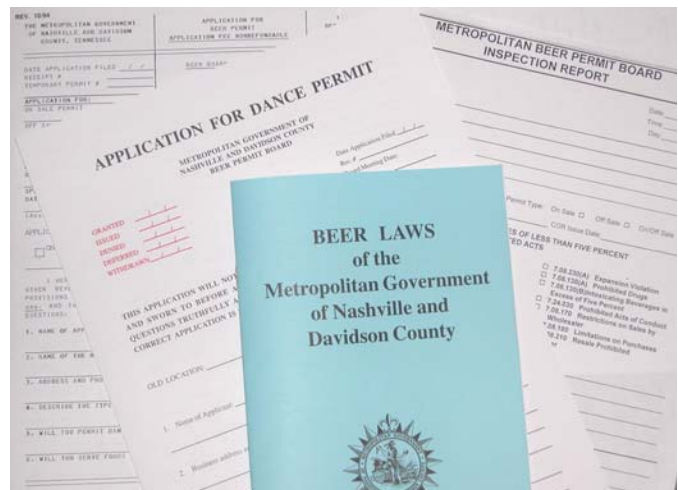
Budget Summary		2006-07	2007-08	2008-09
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$398,200	\$420,600	\$353,700
	<b>Total Expenditures and Transfers</b>	<b>\$398,200</b>	<b>\$420,600</b>	<b>\$353,700</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 300	\$ 300	\$ 300
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 300</b>
	Non-program Revenue	403,500	353,500	277,500
	Transfers From Other Funds and Units	0	0	0
	<b>Total Revenues</b>	<b>\$403,800</b>	<b>\$353,800</b>	<b>\$277,800</b>
<b>Positions</b>	Total Budgeted Positions	4	4	4
<b>Contacts</b>	Executive Director: Jackie Eslick	email: jackie.eslick@nashville.gov		
	222 3 <sup>rd</sup> Avenue North, Suite 450 37201	Phone: 862-6750 FAX: 862-6754		

## Line of Business and Program

**Permit Application**  
Permit Application

**Inspection**  
Inspection

**Administrative**  
Non-allocated Financial Transactions



# 34 Beer Permit Board-At a Glance



<p><b>Mission</b></p>	<p>The mission of the Metropolitan Beer Permit Board is to provide licensing, control and regulatory products to applicants and permit holders so they can operate within full compliance regarding public dance laws and the transportation, storage, sale, possession and manufacture of beer with not more than 5% alcoholic content by weight.</p>
<p><b>Goals</b></p>	<p>By the year 200X, Beer Board clientele will experience a more user-friendly and efficient application process, as evidenced by:</p> <ul style="list-style-type: none"> <li>• Customers will experience a more streamlined application process including more simplified application documents and a specified, designated time to submit applications and receive information</li> <li>• Customers will be able to access Beer Board documents and permit applications on the web</li> <li>• Customers will have the option to pay fees with a credit card</li> </ul> <p>By the year of 200X, effective regulation of state legislation and local laws will be evidenced by:</p> <ul style="list-style-type: none"> <li>• ___% increase in community partnerships between the Metropolitan Beer Board and other regulatory/policing agencies</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Fringe Benefit Savings</b>	\$ (12,800)	Savings realized through reduced cost for fringe benefits.
<b>Elimination of Safety &amp; Risk Management Premiums</b>	(35,400)	Elimination of charge for coverage of safety and risk management premiums and activities.
<b>Nonallocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	400	Supports the hiring and retention of a qualified workforce.
Finance Charge	(8,100)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(1,900)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(400)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(200)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(700)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services

# 34 Beer Permit Board-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation	Result
Information Systems Charge	\$ (6,400) Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(200) Delivery of facility maintenance and associated security functions
Fleet Management Charge	800 Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(600) Delivery of mail across the Metropolitan Government
Radio Service Charge	(1,200) Delivery of radio infrastructure support and radio installation and maintenance
TOTAL	\$(66,900)

# 34 Beer Permit Board-At a Glance



**Permit Application Line of Business** – The purpose of the Permit Application Line of Business is to provide permitting and instructional products to applicants so they can better understand the rules, regulations and Beer laws and ultimately obtain a permit.

## Permit Application Program

The purpose of the Permit Application Program is to provide permitting and instructional products to applicants so they can better understand the rules, regulations and Beer laws and ultimately obtain a permit.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Office hours will be necessary for inspectors, resulting in fewer inspections being performed. In addition, we will be forced to set specific hours for accepting and processing applications.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$238,400	NA	\$250,200	...	\$250,200
<b>FTEs:</b> GSD General Fund	2.25	2.25	2.25	...	2.25
<b>Results</b>					
Percentage of customers passing initial inspection	90%	NR	90%	NR	90%

**Inspection Line of Business** – The purpose of the Inspection Line of Business is to provide enforcement products to applicants and permit holders so they can operate in accordance with state and local laws and the rules and regulations of the Metropolitan Beer Permit Board.

## Inspection Program

The purpose of the Inspection Program is to provide enforcement products to applicants and permit holders so they can operate in accordance with state and local laws and the rules and regulations of the Metropolitan Beer Permit Board.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** With current funding, the workload generated by this office cannot be performed by one person. It will be necessary to reduce regular inspection schedules, resulting in fewer locations being brought into compliance, which negatively affects revenue.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$159,800	NA	\$168,000	...	\$168,000
<b>FTEs:</b> GSD General Fund	1.75	1.75	1.75	...	1.75
<b>Results</b>					
Percent of permit holders in compliance at the time of inspection	90%	73.1%	80%	63.45%	80%

# 34 Beer Permit Board-At a Glance



**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$2,400	...	\$(60,200)

# 34 Beer Permit Board-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	275,600	219,965	288,400	276,000
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	148	0	0
Travel, Tuition, and Dues	200	263	200	200
Communications	8,900	6,196	8,900	8,900
Repairs and Maintenance Services	1,000	408	1,000	1,000
Internal Service Fees	75,200	73,184	80,700	61,600
<b>TOTAL OTHER SERVICES</b>	<b>85,300</b>	<b>80,199</b>	<b>90,800</b>	<b>71,700</b>
Other Expense	37,300	36,334	41,400	6,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>398,200</b>	<b>336,498</b>	<b>420,600</b>	<b>353,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>398,200</b>	<b>336,498</b>	<b>420,600</b>	<b>353,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	300	254	300	300
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>300</b>	<b>254</b>	<b>300</b>	<b>300</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	237,500	278,171	237,500	237,500
Fines, Forfeits, & Penalties	166,000	48,250	116,000	40,000
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>403,500</b>	<b>326,421</b>	<b>353,500</b>	<b>277,500</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>403,800</b>	<b>326,675</b>	<b>353,800</b>	<b>277,800</b>

# 34 Beer Permit Board-Financial



		FY 2007		FY2008		FY2009	
<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>							
Beer Permit Board-Exec Dir	06907 DP0100	1	1.00	1	1.00	1	1.00
Beer Permit Inspector 2	07723 SR0900	2	2.00	2	2.00	2	2.00
Office Support Spec 1	10123 SR0700	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>		<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>
<b>Department Totals</b>		<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>



Budget Summary	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$386,300	\$396,500	\$370,100	
<b>Total Expenditures and Transfers</b>	<u>\$386,300</u>	<u>\$396,500</u>	<u>\$370,100</u>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0	
Other Governments and Agencies	0	0	0	
Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>	
<b>Total Program Revenue</b>	\$ 0	\$ 0	\$ 0	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>	
<b>Total Revenues</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	
<b>Positions</b>	Total Budgeted Positions	9	10	9
<b>Contacts</b>	Extension Director: George Killgore      email: george.killgore@nashville.gov  800 Second Avenue North, Suite 3 Nashville, TN      37201-1083      Phone: 862-5995      FAX: 862-5998			

### Line of Business and Program

**Family and Consumer Sciences**  
Family and Consumer Sciences

**4-H/Youth Development**  
4-H/Youth Development

**Agriculture/Horticulture**  
Agriculture/Horticulture

**Administrative**  
Non-allocated Financial Transactions



Master Gardener judging a community club garden

<p><b>Mission</b></p>	<p>The mission of the Agriculture Extension Service is to provide educational products to the people of Davidson County where they live and work so they can be better informed about:</p> <ul style="list-style-type: none"> <li>▪ Agriculture</li> <li>▪ Family and Consumer Sciences</li> <li>▪ Community Resource Development</li> <li>▪ 4-H Urban Youth Development</li> </ul> <p>in their communities through an educational process that uses research-based information to address issues and needs.</p>
<p><b>Goals</b></p>	<p>By the year 20XX, Master Gardener educational classes will continue to increase the knowledge and skills of gardeners in Davidson County, as evidenced by:</p> <ul style="list-style-type: none"> <li>• ___% increase in Master Gardeners who report they have increased their skill level in specific areas as result of the program.</li> <li>• ___% increase in Master Gardeners who identified at least one recommended gardening practice they adopted/plan to adopt as a result of the training program.</li> </ul> <p>By the year 20XX, Pesticide Safety Education Programs will continue to increase the knowledge and skills of commercial pesticide applicators, as evidenced by:</p> <ul style="list-style-type: none"> <li>• ___% clients using the services of the Plant and Pest Diagnostic Center, thus increasing clients using recommended disease control practices.</li> <li>• ___% professionals certified as Commercial Applicators thus increasing the number able to purchase and use restricted-use pesticides safety to control pests incorporated with Integrated Pest Management practices.</li> </ul> <p>By the year 20XX, customers of the Agricultural Extension will experience an increase in knowledge and skills as represented by:</p> <ul style="list-style-type: none"> <li>▪ In the Tennessee Saves program ___% participants initiated or increased savings an average of \$___ per month.</li> <li>• In the Tennessee Saves program ___% participants kept a record of spending.</li> <li>• In the Tennessee Shapes Up program ___% participants increased consumption of fruits.</li> <li>• In the Tennessee Shapes Up program ___% participants increase consumption of vegetables.</li> <li>• In the 4-H Urban Youth Development program ___% of youth will improve their communication skills.</li> <li>• In the 4-H Urban Youth Development program ___% of youth will improve their decision making skills.</li> </ul> <p>By the year 20XX, people in Davidson County will be more informed about the educational services and products provided by the Agricultural Extension as evidenced by:</p> <ul style="list-style-type: none"> <li>▪ ___% increase in new registrations for classes offered.</li> <li>▪ ___% increase in phone contacts and site visits pertaining to agricultural issues.</li> </ul>

# 35 Agricultural Extension Serv-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Family and Consumer Sciences Program</b>		
Reduction of Seasonal/Part-Time Position	\$ (400) (0.05 FTE)	No impact on performance
<b>Agriculture/Horticulture Program</b>		
Reduction of Seasonal/Part-Time Position	(400) (0.05 FTE)	No impact on performance
<b>4-H/Youth Development Program</b>		
Reduction of Seasonal/Part-Time Position	(3,500) (0.40 FTE)	No impact on performance
Salary Reduction	(16,000)	No impact on performance
<b>Nonallocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	10,800	Supports the hiring and retention of a qualified workforce.
Elimination of Safety & Risk Management Premiums	(1,700)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(3,500)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(2,700)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(300)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(300)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(400)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(7,300)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(200)	Delivery of facility maintenance and associated security functions
Postal Service Charge	(300)	Delivery of mail across the Metropolitan Government
TOTAL	\$(26,400) (0.50 FTEs)	

# 35 Agricultural Extension Serv-At a Glance



**Family and Consumer Sciences Line of Business** – The purpose of the Family and Consumer Sciences Line of Business is to provide financial and nutritional educational products to individuals and families so they can increase personal wealth and improve their health.

## Family and Consumer Sciences Program

The purpose of the Family and Consumer Sciences Program is to provide financial and nutritional educational products to individuals and families so they can increase personal wealth and improve their health.

## Results Narrative

**Proposed Change in Funding:** \$(400)

**Proposed Change in FTEs:** (0.05)

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** This position reduction would propose little, if any impact reduction on services provided by this department.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$101,400	...	\$106,300	...	\$105,900
<b>FTEs:</b> GSD General Fund	2.50	...	2.50	...	2.45

### Results

Percentage of participants who establish and adhere to a savings plan for one year and report eating an increased amount of fruits and vegetables for one year

NR NR NR NR NR

**Agriculture/Horticulture Line of Business** – The purpose of Agriculture/Horticulture Line of Business is to provide gardening and horticulture educational products to customers so they can increase gardening production and horticultural job skills.

## Agriculture/Horticulture Program

The purpose of the Agriculture/Horticulture Program is to provide gardening and horticultural education products to customers so they increase gardening production and horticultural job skills.

## Results Narrative

**Proposed Change in Funding:** \$(400)

**Proposed Change in FTEs:** (0.05)

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** This position reduction would propose little, if any impact reduction on services provided by this department.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$117,900	...	\$120,200	...	\$119,800
<b>FTEs:</b> GSD General Fund	2.85	...	2.85	...	2.80

### Results

Percentage of customers who adopt recommended gardening practices and are trained as commercial pest applicators

NA NR NR 70% 80%

# 35 Agricultural Extension Serv-At a Glance



**4-H/Youth Development Line of Business** – . The purpose of the 4-H/Youth Development Line of Business is to provide life skills training to youth so they can develop career decision making skills.

## 4-H/Youth Development Program

The purpose of the 4-H/Youth Development Program is to provide life skills training to youth so they can develop career decision making skills.

## Results Narrative

**Proposed Change in Funding:** \$(19,500)

**Proposed Change in FTEs:** (0.40)

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** This position reduction would propose little, if any impact reduction on services provided by this department.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$167,000	...	\$170,000	...	\$150,500
<b>FTEs:</b> GSD General Fund	4.15	...	4.15	...	3.75

## Results

	2007	2007	2008	2008	2009
Percentage of participants who improve their communications and career decision making skills	NR	NR	NR	66%	70%

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	...	\$0	...	\$(4,800)

# 35 Agricultural Extension Serv-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	294,800	242,155	296,400	286,900
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	1,500	1,395	1,500	1,500
Communications	3,100	3,263	3,100	3,100
Repairs and Maintenance Services	200	105	0	0
Internal Service Fees	68,600	67,211	77,000	61,800
<b>TOTAL OTHER SERVICES</b>	<b>73,400</b>	<b>71,974</b>	<b>81,600</b>	<b>66,400</b>
Other Expense	2,300	2,520	2,700	1,000
Pension, Annuity, Debt, & Other Costs	15,800	13,502	15,800	15,800
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>386,300</b>	<b>330,151</b>	<b>396,500</b>	<b>370,100</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>386,300</b>	<b>330,151</b>	<b>396,500</b>	<b>370,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 35 Agricultural Extension Serv-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Extension Agent 1	00240	SR0200	3	3.00	3	3.00	3	3.00
Extension Agent 2	02410	SR0300	2	2.00	2	2.00	2	2.00
Extension Agent 3	00090	SR0600	2	2.00	2	2.00	2	2.00
Extension Director	01967	SR0800	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10120	SR0400	1	1.00	1	1.00	1	1.00
Temporary Office Worker	09715		0	0.00	1	0.50	0	0.50
<b>Total Positions &amp; FTE</b>			<b>9</b>	<b>9.00</b>	<b>10</b>	<b>9.50</b>	<b>9</b>	<b>9.00</b>
<b>Department Totals</b>			<b>9</b>	<b>9.00</b>	<b>10</b>	<b>9.50</b>	<b>9</b>	<b>9.00</b>





<p><b>Mission</b></p>	<p>The mission of the Davidson County Soil Conservation District is to provide conservation planning, education, information and technical assistance products to landowners, groups and units of government so they can enhance and benefit from the proper management of natural resources.</p>
<p><b>Goals</b></p>	<p>By 20XX, Davidson County residents and visitors will experience improved water quality in Davidson County streams as evidenced by:</p> <ul style="list-style-type: none"> <li>• ____% decrease in 303D designated streams</li> <li>• ____% decrease in sedimentation</li> <li>• ____% increase in stream bank protection projects</li> <li>• ____% watersheds evaluated that maintained or improved baseline levels of the Environmental Integrity Index (water, sediment and recreational quality, aquatic habitat and physical integrity levels)</li> </ul> <p>By 20XX, Soil Conservation District customers will be aware and have the information and/or resources to better manage their natural resources as evidenced by:</p> <ul style="list-style-type: none"> <li>• ____% increase in requests for service</li> <li>• ____% of customers who say they have the information and/or resources necessary to better manage their natural resources</li> <li>• ____% of students who say they know more about natural resource conservation as a result of attending a classroom informational session</li> </ul> <p>By 20XX, Davidson County will experience growth that incorporates proper natural resource management (aesthetics, etc.) as evidenced by:</p> <ul style="list-style-type: none"> <li>• ____% increase in developers who utilize mapping products to plan new developments</li> <li>• ____% increase in value of property in comparison to like cities</li> </ul> <p><b>NOTE: Soil and Water Conservation is gathering baseline data.</b></p>

### Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Fringe Benefit Savings</b>	\$ (2,000)	Savings realized through reduced cost for fringe benefits.
<b>Elimination of Safety &amp; Risk Management Premiums</b>	(11,600)	Elimination of charge for coverage of safety and risk management premiums and activities.
<b>Nonallocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	1,200	Supports the hiring and retention of a qualified workforce.
Finance Charge	(2,100)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(500)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(100)	Eliminate the charge for delivery of administrative support functions

# 36 Soil and Water Conservation-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Metro Payment Services Charge	\$ (300)	Eliminate the charge for delivery of centralized payment services
Information Systems Charge	(5,400)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(3,100)	Delivery of facility maintenance and associated security functions
Postal Service Charge	(100)	Delivery of mail across the Metropolitan Government
Surplus Property Charge	100	Handling and disposition of surplus property
TOTAL	\$(23,900)	

# 36 Soil and Water Conservation-At a Glance



**Watershed Conservation Line of Business** – The purpose of Watershed Conservation Line of Business is to provide regional conservation, resource and land use information products to landowners, developers and public agencies so they can conduct business in a way that maintains or improves the watershed.

## Watershed Conservation Program

The purpose of the Watershed Conservation Program is to provide regional conservation, resource and land use information products to landowners, developers and public agencies so they can conduct business in a way that maintains or improves the watershed).

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$41,900	..	\$44,300	...	\$44,300
<b>FTEs:</b> GSD General Fund	0.34	...	0.34	...	0.34

## Results

Percentage of watersheds evaluated that maintained or improved baseline levels of the Environmental Integrity Index (water, sediment and recreational quality, aquatic habitat and physical integrity levels).

NA	NR	NR	15%	25%
----	----	----	-----	-----

**Technical Services Line of Business** – The purpose of the Technical Services Line of Business is to provide cost-share partnership and land/water management planning products to Landowners so they can institute best management practices in natural resource conservation.

## Technical Services Program

The purpose of the Technical Services Program is to provide cost-share partnership and land/water management planning products to Landowners so they can institute best management practices in natural resource conservation.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$37,200	..	\$41,000	...	\$41,000
<b>FTEs:</b> GSD General Fund	0.33	...	0.33	...	0.33

## Results

Percentage change in best-management-practices implemented

NA	NR	NR	15%	25%
----	----	----	-----	-----

# 36 Soil and Water Conservation-At a Glance



**Educational Services Line of Business** – The purpose of the Educational Services Line of Business is to provide information and training products to students, businesses and the general public so they can make better decisions regarding the conservation of Natural Resources.

## Educational Services Program

The purpose of the Educational Services Program is to provide information and training products to students, businesses and the general public so they can make better decisions regarding the conservation of natural resources.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09,  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$37,600	...	\$41,800	...	\$41,800
<b>FTEs:</b> GSD General Fund	0.33	...	0.33	...	0.33

### Results

Percentage of participants who say they have the information to make better decisions regarding the conservation of natural resources

NA	NR	NR	25%	65%
----	----	----	-----	-----

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	...	\$200	...	\$(21,700)

# 36 Soil and Water Conservation-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	60,100	52,660	62,800	62,000
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	7,300	8,792	7,300	7,300
Communications	700	1,480	700	700
Repairs and Maintenance Services	0	775	0	0
Internal Service Fees	37,600	36,463	44,100	32,600
<b>TOTAL OTHER SERVICES</b>	<b>45,600</b>	<b>47,510</b>	<b>52,100</b>	<b>40,600</b>
Other Expense	11,000	14,535	12,400	800
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>116,700</b>	<b>114,705</b>	<b>127,300</b>	<b>103,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>116,700</b>	<b>114,705</b>	<b>127,300</b>	<b>103,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 36 Soil and Water Conservation-Financial



<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009		
		<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>
<b>Department Totals</b>			<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>

# 45 Transportation Licensing Commission-At a Glance



Budget Summary		2006-07	2007-08	2008-09
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$376,500	\$408,400	\$394,800
	<b>Total Expenditures and Transfers</b>	<u>\$376,500</u>	<u>\$408,400</u>	<u>\$394,800</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	\$ 0	\$ 0	\$ 0
	Non-program Revenue	\$190,600	\$219,000	\$227,800
	Transfers From Other Funds and Units	0	0	0
	<b>Total Revenues</b>	<u>\$190,600</u>	<u>\$219,000</u>	<u>\$227,800</u>
<b>Positions</b>	Total Budgeted Positions	4	4	4
<b>Contacts</b>	Transportation Licensing Director: Brian McQuiston      email: brian.mcquiston@nashville.gov 1417 Murfreesboro Road, PO Box 196300 37219-6300      Phone: 862-6777      FAX: 862-6765			

## Line of Business and Program

**Enforcement**  
Enforcement

**Inspection**  
Inspection

**Permitting**  
Permitting

**Administrative**  
Non-allocated Financial Transactions



# 45 Transportation Licensing Commission-At a Glance



<b>Mission</b>	The mission of the Transportation Licensing Commission is to provide permitting, inspection and enforcement products to wrecker and passenger vehicle for hire industries operating in Nashville/Davidson County so they can safely transport vehicles and the general public.
<b>Goals</b>	<p>By 2010, residents and visitors to Davidson County will experience a consistency of standards in regards to passenger vehicle for hire (PVH) as measured by:</p> <ul style="list-style-type: none"> <li>• The development of regulation for additional sectors of the PVH industry</li> <li>• 90% of PVH companies under regulation</li> <li>• 20% of industries regulated at national average in terms of rates charged to customers</li> <li>• 95% of PVH drivers who are permitted</li> </ul> <p>By 2010, regulated industries, residents and visitors to Davidson County will experience an efficient and well-run organization as measured by:</p> <ul style="list-style-type: none"> <li>• 95% of inspections completed in a timely manner</li> <li>• 35% of passenger vehicles for hire spot-checked on a weekly basis</li> <li>• 95% of companies and vehicles verified with required insurance coverage</li> <li>• 100% of driver applicants completing background checks within a two-year period</li> <li>• 90% of complaints resolved within sixty days</li> </ul> <p>By 2009, downtown passengers using taxicabs will be picked up and dropped in an effective manner as evidenced by:</p> <ul style="list-style-type: none"> <li>• 95% of passengers who say they were picked up and/or dropped off within 50 feet of their desired address</li> <li>• N/A% of available curb spaces in the downtown Nashville area accessible to passenger vehicles for hire</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Enforcement Program</b>		
Additional Advertising & Promotion	\$ 500	Increase in number of Public notices for Public Hearings to consider new draft regulation of Other Passenger Vehicles for Hire and revisions of Commission Rules
Telecommunication Charge Increase	600	Increase in service costs for inspector cell phone
<b>Permitting Program</b>		
Printing/Binding Increase	500	Increase in printing costs for increasing number of decals issued
Office and Administrative Supply Increase	600	Higher supply costs associated increasing number of licenses/permits
<b>Fringe Benefit Savings</b>	(4,500)	Savings realized through reduced cost for fringe benefits.



# 45 Transportation Licensing Commission-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Elimination of Safety &amp; Risk Management Premiums</b>	\$ (1,300)	Elimination of charge for coverage of safety and risk management premiums and activities.
<b>Nonallocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	700	Supports the hiring and retention of a qualified workforce.
Finance Charge	(4,900)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(1,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(300)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(800)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(900)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(3,700)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(800)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	3,500	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(200)	Delivery of mail across the Metropolitan Government
Radio Service Charge	(1,100)	Delivery of radio infrastructure support and radio installation and maintenance
<b>TOTAL</b>	<b>\$(13,600)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Transportation Licensing Commission for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	100%	0%	0%
Program Budget Dollars:	100%	0%	0%

# 45 Transportation Licensing Commission-At a Glance



**Enforcement Line of Business** - The purpose of the Enforcement Line of Business is to provide complaint resolution products to the general public so they can have their complaints resolved in a timely manner.

## Enforcement Program

The purpose of the Enforcement Program is to provide complaint resolution products to the general public so they can have their complaints resolved in a timely manner.

## Results Narrative

**Proposed Change in Funding:** \$1,100

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** A 5% increase is expected in FY09.

**Other:** Expect increase in number of public hearings to consider new draft regulation of Other Passenger Vehicles for Hire, and revisions of Commission Rules, and increase in service costs for inspector's cell phone.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$190,000	NA	\$204,300	...	\$205,400
<b>FTEs:</b> GSD General Fund	2.30	NA	2.30	...	2.30
<b>Results</b>					
Percentage of complaints resolved within sixty days	NA	68.5%	80%	80%	85%

**Inspection Line of Business** – The purpose of the Inspection Line of Business is to provide vehicle inspection products to vehicle owners, in order to promote public safety by assuring that regulated passenger vehicles for hire (PVH) meet the inspection standards necessary to transport the general public.

## Inspection Program

The purpose of the Inspection Program is to provide vehicle inspection products to vehicle owners, in order to promote public safety by assuring that regulated passenger vehicles for hire (PVH) meet the inspection standards necessary to transport the general public.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$60,700	NA	\$64,800	...	\$64,800
<b>FTEs:</b> GSD General Fund	0.45	NA	0.45	...	0.45
<b>Results</b>					
Percentage of PVH accidents where the cause is vehicle defect/failure	NA	10.5%	NR	NR	0%

# 45 Transportation Licensing Commission-At a Glance



**Permitting Line of Business** – The purpose of the Permitting Line of Business is to provide permitting and licensing products to regulated industries, in order to promote public safety by assuring that regulated companies and drivers meet the licensing/permitting standards necessary to transport vehicles and the general public.

## Permitting Program

The purpose of the Permitting Program is to provide permitting and licensing products to regulated industries, in order to promote public safety by assuring that regulated companies and drivers meet the licensing/permitting standards necessary to transport vehicles and the general public.

## Results Narrative

**Proposed Change in Funding:** \$1,100  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Additional funds are needed to offset higher supply costs and to maintain status quo performance with increasing number of licenses/permits.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$121,500	NA	\$133,600	...	\$134,700
<b>FTEs:</b> GSD General Fund	1.25	NA	1.25	...	1.25

## Results

Percentage of applicants who do not receive a license/permit (% screened from process)	NA	1.8%	2%	1.2%	2%
----------------------------------------------------------------------------------------	----	------	----	------	----

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,300	NA	\$5,700	...	\$(11,100)

# 45 Transportation Licensing Commission-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	256,400	233,779	273,300	269,500
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	20,300	19,105	24,500	24,500
Travel, Tuition, and Dues	1,400	1,284	3,800	3,800
Communications	6,100	6,511	6,700	8,300
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	88,400	87,604	95,700	85,000
<b>TOTAL OTHER SERVICES</b>	<b>116,200</b>	<b>114,504</b>	<b>130,700</b>	<b>121,600</b>
Other Expense	3,900	4,401	4,400	3,700
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>376,500</b>	<b>352,684</b>	<b>408,400</b>	<b>394,800</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>376,500</b>	<b>352,684</b>	<b>408,400</b>	<b>394,800</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	228	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>228</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	190,600	227,240	219,000	227,800
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	54	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>190,600</b>	<b>227,294</b>	<b>219,000</b>	<b>227,800</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>190,600</b>	<b>227,522</b>	<b>219,000</b>	<b>227,800</b>

# 45 Transportation Licensing Commission-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Office Support Spec 2	10124	SR0800	1	1.00	1	1.00	1	1.00
Trans Licensing Comm Dir	10136	DP0100	1	1.00	1	1.00	1	1.00
Trans Licensing Insp 2	07800	SR0900	2	2.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>
<b>Department Totals</b>			<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>



# 37 Social Services-At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$8,994,500	\$8,099,900	\$7,225,200	
Special Purpose Fund	800	800	800	
<b>Total Expenditures and Transfers</b>	<b>\$8,995,300</b>	<b>\$8,100,700</b>	<b>\$7,226,000</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 25,800	\$ 27,800	\$ 24,500	
Other Governments and Agencies	1,234,100	1,277,700	1,289,900	
Other Program Revenue	63,100	64,100	59,100	
<b>Total Program Revenue</b>	<b>\$1,323,000</b>	<b>\$1,369,600</b>	<b>\$1,373,500</b>	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	34,000	32,000	34,200	
<b>Total Revenues</b>	<b>\$1,357,000</b>	<b>\$1,401,600</b>	<b>\$1,407,700</b>	
<b>Positions</b>	Total Budgeted Positions	100	98	98
<b>Contacts</b>	Director: Gerri Robinson email: gerri.robinson@nashville.gov Financial Manager: Pamela McEwen email: pamela.mcewen@nashville.gov  25 Middleton Street 37210 Phone: 862-6400 FAX: 862-6404			

## Line of Business and Program

### Homelessness

Homeless Services

### Family Support Services

Intake and Assessment  
 Homemaker  
 Nutrition  
 Family Services  
 Burial Assistance

### Planning and Coordination

Planning and Coordination

### Administrative

Non-allocated Financial Transactions  
 Finance  
 Human Resources  
 Quality Assurance

### Executive

Systems Administration  
 Research and Evaluation

# 37 Social Services-At a Glance



<p><b>Mission</b></p>	<p>The mission of Metro Social Services is to provide research, planning, coordination, and family support products to the most vulnerable people in Davidson County so they can experience the best quality of life possible.</p>
<p><b>Goals</b></p>	<p>By the year 20XX, Metro Social Services customers will experience quality service that is data driven, research based and based upon best practice standards<sup>1</sup> as evidenced by:</p> <ul style="list-style-type: none"> <li>• The creation of baseline performance data</li> <li>• N/A% of cases managed, tracked and monitored (creation of system a necessary precursor)</li> <li>• N/A% of all service contracts will meet or exceed established results measures</li> <li>• 90% of all Adult and Family Support cases will be compliant with Council on Accreditation Standards</li> <li>• 90% of customers that indicate their needs were met by Metro Social Services</li> <li>• 90% of customers referred to appropriate services as identified by the customer</li> <li>• N/A% customers reporting Metro Social Services' system of planning and collaboration is user friendly</li> <li>• 90% of stakeholders that report they receive timely and accurate data</li> <li>• N/A% of stakeholders reporting information provided by the needs assessment and service monitoring conducted by the Planning and Coordination is useful</li> <li>• Creation of a long-range plan for the delivery of social services in Nashville and Davidson County that is supported by public and private providers</li> <li>• Creation of service strategies in response to social service needs by identifying the persons in need, monitoring and tracking those needs overtime and the identification of resources to address deficiencies in the mix of available services.</li> </ul> <p><i>High Quality of Service: All persons coming to Metro Social Services will be served or referred to other agencies. Services may be provided directly from Metro Social Services or customers will be referred to other resources. If the needed services are not readily available in the community, Metro Social Services will still provide intake, assessment and brief counseling to provide assistance, as well as to maintain data on the requests for specific services which were not available in the community. (This will be documented through internal case record reviews, internal and external customer service and partnership surveys.)</i></p> <p><i>Social Services Coordinating Agency: Metro Social Services will be recognized as the coordinating agency for provision of all social services for residents of Davidson County as evidenced by a 90% positive response rate from its stakeholders in response to an independent survey. The stakeholders who will be surveyed include Metro Social Services customers, public and private social services providers, the juvenile courts, the faith and community based organizations and foundations as well as the general public to the extent possible.</i></p> <p><sup>1</sup> The Council on Accreditation (COA) partners with human services organizations worldwide to improve service delivery outcomes by developing, applying and promoting accreditation standards. COA envisions excellence in the delivery of human services globally, resulting in the well-being of individuals, families and communities.</p> <p>By 20XX, frail, elderly, and disabled persons in Davidson County will experience as enhanced quality of life and avoid unnecessary institutionalized care as evidenced by:</p> <ul style="list-style-type: none"> <li>• 50% increase in opportunities to participate in congregate meals at Parks and Recreation facilities</li> <li>• 25% reduction in customers who move onto a higher level of care over a 12 month period</li> <li>• 80% of customers satisfied with meals provided to meet their nutrition needs</li> <li>• 80% of customers satisfied with homemaker services</li> <li>• 80% of customers reporting the resource and referral system is user friendly</li> </ul> <p><i>Poverty: In the 10 council districts with highest rates of poverty, the Metro Social Services Planning and Coordinating Division will increase the following services through planning, coordination and collaboration with partner agencies, including Metropolitan Government agencies, community and faith based organizations, private service providers, the Metro Nashville Public Schools, residents of Davidson County and corporate entities. This will be demonstrated through a collaborative community needs assessment (conducted jointly by United Way, Metro Social Services and other relevant stakeholders) and by the development of a plan which will identify unmet needs and gaps in services as well as develop strategies to meet these needs:</i></p> <ul style="list-style-type: none"> <li>• A continuum of affordable quality childcare opportunities, including informal child care, approved family day care and group care including infant and toddler</li> <li>• Support for intervention programs for at risk middle school children, through collaborations with Alignment Nashville and Metro Nashville Public Schools</li> <li>• Services to seniors so they can maintain independence, improve socialization (as described in Goal 2, and in "Caring for Our People – Living Independently Line of Business)</li> </ul> <p><i>Social Services Coordinating Agency: Metro Social Services will be recognized as the coordinating agency for provision of all social services for residents of Davidson County as evidenced by a 90% positive response rate from its stakeholders in response to an independent survey. The stakeholders who will be surveyed include Metro Social Services customers, public and private social services providers, the juvenile courts, the faith and community based organizations and foundations as well as the general public to the extent possible.</i></p>



# 37 Social Services-At a Glance



<b>Goals Continued</b>	<p>By the year 20XX, customers will experience an increase in stabilization of family, increased support services to the working poor and continued availability of burial services, as evidenced by:</p> <ul style="list-style-type: none"> <li>• ___% increase in the knowledge of informal child care providers regarding appropriate childhood development</li> <li>• 100% of people eligible for indigent burial will be served</li> <li>• ___% increase in collaborations on a case by case basis and agency wide to leverage limited resources and reduce duplicative efforts on behalf of the same customer</li> <li>• ___% increase in collaborations with Federal, State, Local and Faith-based funding initiatives to expand resources for families and children, leverage resources and reduce duplication</li> <li>• Development of a customer system navigation tool</li> <li>• ___% of Round Table participants convened to review the comprehensive social service plan will commit to an action plan</li> </ul> <p><u>Poverty:</u> In the 10 council districts with highest rates of poverty, the Metro Social Services Planning and Coordinating Division will increase the following services through planning, coordination and collaboration with partner agencies, including Metropolitan Government agencies, community and faith based organizations, private service providers, the Metro Nashville Public Schools, residents of Davidson County and corporate entities. This will be demonstrated through a collaborative community needs assessment (conducted jointly by United Way, Metro Social Services and other relevant stakeholders) and by the development of a plan which will identify unmet needs and gaps in services as well as develop strategies to meet these needs:</p> <ul style="list-style-type: none"> <li>• A continuum of affordable quality childcare opportunities, including informal child care, approved family day care and group care including infant and toddler</li> <li>• Support for intervention programs for at risk middle school children, through collaborations with Alignment Nashville and Metro Nashville Public Schools</li> <li>• Services to seniors so they can maintain independence, improve socialization (as described in Goal 2, and in "Caring for Our People – Living Independently Line of Business)</li> </ul> <p><b><i>NOTE: Social Services is gathering baseline data and goal targets will be set for FY09. The Social Services' Strategic Business Plan – Its Mission, Goals, and Programs as listed here – are pending.</i></b></p>
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## Budget Change and Result Highlights FY 2009

Recommendation	Result
<b>Family Services</b>	\$ (408,400)
<b>Non-Allocated Financial Transactions</b>	
Pay Plan/Fringe Amounts	24,800 Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(232,200) Savings realized through reduced cost for fringe benefits
Elimination of Safety & Risk Management Premiums	(82,000) Elimination charge of coverage of safety and risk management premiums and activities
Finance Charge	(47,800) Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(43,400) Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(3,200) Eliminate the charge for delivery of administrative support functions

# 37 Social Services-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Metro Payment Services Charge	\$ (16,200)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(8,300)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(4,300)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(45,800)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	25,900	Delivery of facility maintenance and associated security functions
Fleet Management Charge	(31,500)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(900)	Delivery of mail across the Metropolitan Government
Surplus Property Charge	(1,400)	Handling and disposition of surplus property
TOTAL	\$(874,700)	

# 37 Social Services-At a Glance



**Homelessness Line of Business** – The purpose of the Homelessness Line of Business is to provide support, training, assessment, and intervention products to homeless individuals and the Metropolitan Homeless Commission in order to reduce Metro’s homeless rate.

## Homeless Services Program

The purpose of the Homeless Services Program is to provide training, assessment and intervention products to homeless individuals and those at risk of becoming homeless so they can obtain or maintain permanent supportive housing.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,289,400	...	\$340,200	...	\$340,200
<b>FTEs:</b> GSD General Fund	8.10	...	7.10	...	7.10

## Results

Percentage of clients served who achieve \_\_\_\_% of their goal of accessing permanent housing

NA	NA	NA	NA	NA
----	----	----	----	----

**Family Support Services Line of Business** – The purpose of the Family Support Services Line of Business is to provide assessment, homemaker, nutrition, life management and burial assistance product to eligible residents of Davidson County so they can meet their identified needs.

## Intake and Assessment Program

The purpose of the Metro Social Services Intake and Assessment Program is to provide assessment information and referral products to residents of Davidson County so they can successfully navigate the resource system in order to meet their identified needs.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$289,300	...	\$281,900	...	\$281,900
<b>FTEs:</b> GSD General Fund	3.70	...	3.70	...	3.70

## Results

Percentage of customers who say they were able to successfully navigate the resource system in order to meet their identified needs

NA	NA	NA	86.3%	NA
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## Homemaker Program

The purpose of the Homemaker Program is to provide light house keeping, chore service, person care and essential errand products to eligible adults and families with children so they can have a safe, clean and protective home environment.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,730,300	...	\$1,834,700	...	\$1,834,700
<b>FTEs:</b> GSD General Fund	34.50	...	34.50	...	34.50

## Results

Percentage of customers that maintain a safe, clean and protective home environment\*\*

NA	NA	NA	100%	NA
----	----	----	------	----

\*\*As measured by the Client Reassessment Process

# 37 Social Services-At a Glance



## Nutrition Program

The purpose of the Metro Social Services Nutrition Program is to provide daily allowance meals, nutrition supplements, nutrition education and socialization products to low income seniors and disabled persons so they can continue independent living.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,609,600	...	\$1,765,800	...	\$1,765,800
<b>FTEs:</b> GSD General Fund	15.77	...	15.77	...	15.77

### Results

Percentage of people living independently 1 year after services are delivered	NA	NA	NA	93%	NA
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## Family Services Program

The purpose of the Family Services Program is to provide life management, information and brief counseling products to eligible Davidson County residents so they can develop or improve life skills, increase independence and/or improve family stability.

## Results Narrative

**Proposed Change in Funding:** \$(408,400)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,272,100	...	\$1,222,800	...	\$814,400
<b>FTEs:</b> GSD General Fund	9.85	...	9.85	...	9.85

### Results

Percentage of clients served who achieve at least ___% of their goals agreed upon in their individual service plan	NA	NA	NA	68%	NA
--------------------------------------------------------------------------------------------------------------------	----	----	----	-----	----

## Burial Assistance Program

The purpose of the Burial Assistance Program is to provide funeral and grief counseling products to the deceased and their representatives so they can experience a respectful burial or cremation.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$181,100	...	\$242,800	...	\$242,800
<b>FTEs:</b> GSD General Fund	0.95	...	0.95	...	0.95

### Results

Percentage of representatives surveyed reporting the deceased received a respectful burial	NA	NA	NA	100%	NA
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# 37 Social Services-At a Glance



**Planning and Coordination Line of Business** – The purpose of the Planning and Coordination Line of Business is to provide planning, collaboration, education, reporting, and resource development products to Government and Community Agencies in Davidson County so they can enhance their capacity to deliver more effective services.

## Planning and Coordination Program

The purpose of the Planning and Coordination Program is to provide informational, resource and collaboration products to government and community agencies in Metro Nashville/Davidson County so they can deliver effective services to Metro Nashville residents.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$768,200	...	\$977,600	...	\$977,600
<b>FTEs:</b> GSD General Fund	4.25	...	4.25	...	4.25

## Results

Percentage of organizations that report the information and involvement provided by Metro Social Services enhanced their ability to deliver more effective services

NA	NA	NA	NA	NA
----	----	----	----	----

**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide leadership and support services products to the department so it can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan/fringe amounts, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Results Narrative

**Proposed Change in Funding:** \$(457,800)

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	...	\$62,800	...	\$(395,000)

## Finance Program

The purpose of the Finance Program is to provide financial management products to this Metro department so it can effectively manage its financial resources.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$377,500	...	\$308,900	...	\$308,900
<b>FTEs:</b> GSD General Fund	3.25	...	3.25	...	3.25

## Results

Percentage of budget variance

NA	NA	NA	83%	NA
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# 37 Social Services-At a Glance



## Human Resources Program

The purpose of the Human Resources Program is to provide employment products to department employees so they can receive their benefits and compensation equitably and accurately.

### Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$160,000	...	\$165,100	...	\$165,100
<b>FTEs:</b> GSD General Fund	1.60	...	1.60	...	1.60
<b>Results</b>					
Percentage of employee turnover	NA	NA	NA	5%	NA

## Quality Assurance Program

The purpose of the Quality Assurance Program is to ensure that Metro Social Services management and service practices satisfy professionally accepted standards of quality as established by COA and industry best practices.

### Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$301,500	...	\$306,900	...	\$306,900
<b>FTEs:</b> GSD General Fund	3.15	...	3.15	...	3.15
<b>Results</b>					
Percentage of employees that agree they have the tools, information, training and templates they need to manage programs in accordance with Council on Accreditation and best practices	NA	NA	NA	97.8%	NA

**Executive Line of Business –** The purpose of the Executive Line of Business is to provide systems support and reporting products to Metro Social Services so that it can experience quality IT service and management friendly reports.

## Systems Administration Program

The purpose of the Systems Administration Program is to provide systems support products to this Social Services agency so it can efficiently and securely meet its business needs.

### Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$206,400	...	\$194,300	...	\$194,300
<b>FTEs:</b> GSD General Fund	2.00	...	2.00	...	2.00
<b>Results</b>					
Percentage of customer satisfaction with quality of IT services	NA	NA	NA	96.5%	NA

# 37 Social Services-At a Glance



## Research and Evaluation Program

The purpose of the Research and Evaluation Program is to provide data/research products to management and other Metropolitan Nashville/Davidson County stakeholders so they can monitor the effectiveness and efficiency of social services delivery to county residents.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$809,100	...	\$396,100	...	\$396,100
<b>FTEs:</b> GSD General Fund	3.00	...	2.00	...	2.00

## Results

Percentage of reports that are reported as "management friendly"

NA	NA	NA	NA	NA
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\*Management friendly is defined as the customer reporting the report generated accurately met the report requirements requested

# 37 Social Services-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	5,460,800	5,222,777	5,493,700	5,286,300
<b>OTHER SERVICES:</b>				
Utilities	0	813	0	0
Professional and Purchased Services	2,011,200	1,799,635	1,291,400	1,291,400
Travel, Tuition, and Dues	93,100	82,462	81,100	81,100
Communications	75,100	69,984	44,100	44,100
Repairs and Maintenance Services	700	1,030	700	700
Internal Service Fees	638,600	633,273	595,000	418,100
<b>TOTAL OTHER SERVICES</b>	<b>2,818,700</b>	<b>2,587,197</b>	<b>2,012,300</b>	<b>1,835,400</b>
Other Expense	715,000	793,146	593,900	103,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>8,994,500</b>	<b>8,603,120</b>	<b>8,099,900</b>	<b>7,225,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>375</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>8,994,500</b>	<b>8,603,495</b>	<b>8,099,900</b>	<b>7,225,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	25,800	28,448	27,800	24,500
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	8,377	0	0
Fed Through State Pass-Through	295,800	295,298	292,100	298,900
Fed Through Other - Pass Through	569,600	570,000	674,600	681,000
State Direct	0	0	1,000	0
Other Government Agencies	368,700	460,050	310,000	310,000
<b>Subtotal Other Governments &amp; Agencies</b>	<b>1,234,100</b>	<b>1,333,725</b>	<b>1,277,700</b>	<b>1,289,900</b>
Other Program Revenue	62,300	62,858	63,300	58,300
<b>TOTAL PROGRAM REVENUE</b>	<b>1,322,200</b>	<b>1,425,032</b>	<b>1,368,800</b>	<b>1,372,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>34,000</b>	<b>33,668</b>	<b>32,000</b>	<b>34,200</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,356,200</b>	<b>1,458,700</b>	<b>1,400,800</b>	<b>1,406,900</b>



# 37 Social Services-Financial



## Special Purpose Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	800	2,356	800	800
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>800</b>	<b>2,356</b>	<b>800</b>	<b>800</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>800</b>	<b>2,356</b>	<b>800</b>	<b>800</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	800	1,779	800	800
<b>TOTAL PROGRAM REVENUE</b>	<b>800</b>	<b>1,779</b>	<b>800</b>	<b>800</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>800</b>	<b>1,779</b>	<b>800</b>	<b>800</b>

# 37 Social Services-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	1	1.00	1	1.00	1	1.00
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 1	02660	SR0600	2	2.00	2	2.00	2	2.00
Admin Svcs Officer 4	07245	SR1200	3	3.00	3	3.00	3	3.00
Contract Admin	07734	SR1400	6	6.00	4	4.00	4	4.00
Finance Officer 2	10151	SR1000	1	1.00	1	1.00	1	1.00
Homemaker	06311	SR0500	27	27.00	27	27.00	27	27.00
Nutrition Site Coord	06771	SR0500	18	8.42	18	8.42	18	8.42
Nutrition Site Monitor	07746	SR0700	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	1	0.70	1	0.70	1	0.70
Office Support Spec 1	10123	SR0700	3	3.00	3	3.00	3	3.00
Program Mgr 2	07377	SR1200	5	5.00	5	5.00	5	5.00
Program Supv	07381	SR1000	4	4.00	4	4.00	4	4.00
Social Svcs Dir	01680	DP0200	1	1.00	1	1.00	1	1.00
Social Work Assoc	01820	SR0700	1	1.00	1	1.00	1	1.00
Social Worker 1	04949	SR0800	2	2.00	2	2.00	2	2.00
Social Worker 2	07260	SR0900	9	9.00	9	9.00	9	9.00
Social Worker 3	04835	SR1000	7	7.00	7	7.00	7	7.00
Special Projects Mgr	07762	SR1500	3	3.00	3	3.00	3	3.00
System Svcs Mgr	06897	SR1400	1	1.00	1	1.00	1	1.00
Van Driver	07760	TG0500	3	3.00	3	3.00	3	3.00
<b>Total Positions &amp; FTE</b>			<b>100</b>	<b>90.12</b>	<b>98</b>	<b>88.12</b>	<b>98</b>	<b>88.12</b>
<b>Department Totals</b>			<b>100</b>	<b>90.12</b>	<b>98</b>	<b>88.12</b>	<b>98</b>	<b>88.12</b>

# 38 Health Department-At a Glance



Budget Summary		2006-07	2007-08	2008-09
<b>Budget Summary</b>	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$36,204,200	\$38,742,200	\$36,720,200
	Special Purpose Fund	16,728,600	21,397,000	21,354,800
	<b>Total Expenditures and Transfers</b>	<b>\$52,932,800</b>	<b>\$60,139,200</b>	<b>\$58,075,000</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 3,080,800	\$ 4,499,800	\$ 4,103,300
	Other Governments and Agencies	14,684,800	18,846,800	18,462,300
	Other Program Revenue	709,800	822,800	892,800
	<b>Total Program Revenue</b>	<b>\$18,475,400</b>	<b>\$24,169,400</b>	<b>\$23,458,400</b>
	Non-program Revenue	701,600	703,900	463,000
	Transfers From Other Funds and Units	2,488,700	3,024,200	3,111,400
	<b>Total Revenues</b>	<b>\$21,665,700</b>	<b>\$27,897,500</b>	<b>\$27,032,800</b>
<b>Positions</b>	Total Budgeted Positions	534	540	516
<b>Contacts</b>	Director: William S. Paul, M.D., M.P.H. Financial Manager: Stan Romine  Lentz Building, 311 23 <sup>rd</sup> Avenue North 37203 Phone: 340-5616 FAX: 340-5665			email: bill.paul@nashville.gov email: stan.romine@nashville.gov

## Line of Business and Program

### Family, Youth, and Infant Health

Home Visiting  
 Mobile Pediatric Assessment Clinic (MPAC)  
 Children's Special Services  
 Infant Mortality Initiatives  
 School Health  
 Oral Health Services

### Epidemiology, Research, and Health Education

Health Policy, Research and Public Health Practice  
 Community Health Education and Promotion Program  
 Tobacco Control Program  
 Office of Forensic Medical Examiner  
 Notifiable Disease Control and Preparedness

### Office of Nursing

Clinical Services and Immunization

### Communicable Disease Control and Prevention

Tuberculosis Elimination  
 STD/HIV Prevention and Intervention Program

### Environmental Health

Air Quality  
 Food Protection Services  
 Animal Control  
 Environmental Engineering  
 Environmental Monitoring and Surveillance  
 Pest Management Services

### Health Equality

Nutrition Services  
 Behavioral Health Services  
 Health Care for the Homeless  
 Health Care Access  
 Office of Civil Service Medical Examiner  
 Correctional Health Services

### Administrative

Non-allocated Financial Transactions  
 Information Technology  
 Facilities Management  
 Human Resources  
 Finance  
 Records Management  
 Executive Leadership  
 Risk Management

<p><b>Mission</b></p>	<p>The mission of the Metro Public Health Department is to provide health protection, promotion, and information to everyone in Nashville so they can enjoy healthy living free from disease, injury, and disability.</p>
<p><b>Goals</b></p>	<p><b>Infectious Diseases and Environmental Threats</b></p> <p>Threats to the public due to infectious diseases, environmental hazards and Weapons of Mass Destruction (WMD) will be effectively identified, contained, and reduced.</p> <ul style="list-style-type: none"> <li>• During the next five (5) years, 100% of critical threats to the public will be appropriately identified, contained, and addressed.</li> <li>• There will be a decrease of early latent syphilis from 24 per 100,000 population in 2001 (137 cases), to 18 per 100,000 (100 cases) in 2005, and 7 per 100,000 (40 cases) in 2010.</li> <li>• Limit sustained domestic transmission of primary and secondary syphilis to 2.0 cases per 100,000 population in 2010.</li> <li>• There will be a decrease in the number of active tuberculosis cases from 12 per 100,000 population in 2001 to 10 per 100,000 in 2005, and 7.5 per 100,000 in 2010.</li> <li>• The air quality in Nashville, as reported by the Pollution Control Division (PCD), will meet or exceed the National Ambient Air Quality Standards (NAAQS) by being in the "good" or "moderate" range* for 97% of the days by 2005 and 99% of the days by 2010.</li> </ul> <p>*"Good" = no health impacts are expected in this range.          "Moderate" = unusually sensitive people should consider limiting prolonged outdoor exertion.</p> <p><b>Health Disparities</b></p> <p>The Metro Public Health Department will contribute to a reduction of health disparities among racial and ethnic groups during the next five years for conditions including, but not limited to, obesity, diabetes, cardiovascular disease, violence, infant and fetal mortality.</p> <ul style="list-style-type: none"> <li>• By May 2008, the Department will publish a Racial and Ethnic Disparities Report that describes specific health disparities among racial and ethnic groups.</li> <li>• By July 2008, the Department will have entered into strategic relationships with at least 10 organizations focused on eliminating health disparities.</li> <li>• By October 2008, the Department will propose a Metro Government wide plan to eliminate or reduce health disparities.</li> </ul> <p><b>Lifestyle Behaviors</b></p> <p>The Metro Public Health Department will promote healthy living habits in the community during the next five years with a focus on, but not limited to, physical activity, nutrition, tobacco use, and reproductive behavior.</p> <ul style="list-style-type: none"> <li>• By May 2008, the Department will produce an inventory of Metro Public Health Department and community programs with a health promotion component currently addressing the identified behaviors.</li> <li>• By July 2008, the Department will have entered into strategic relationships with a minimum of 10 of the identified community organizations working to promote healthy living habits as they relate to the identified behaviors.</li> <li>• By May 2008, the Department will integrate relevant internal resources to focus on the following tobacco use and access activities with target populations: community education regarding tobacco use, education regarding smoke-free legislation, and cessation activities.</li> <li>• By May 2008, the Department will produce an inventory of Metro Health Department and community programs with a health promotion component currently addressing adolescent pregnancy prevention.</li> </ul>

**Goals  
(Con'd)**

**Health Care Access**

Increase the number of uninsured persons who have access to health care services by:

- Link 4,000 uninsured residents to an on-going source of primary health care and pharmacy services during 2008, 2009, and 2010
- Link 1,000 uninsured residents to an on-going source of dental care during 2008, 2009, and 2010
- Link 250 uninsured residents to a mental health and/or alcohol and drug abuse provider during 2008, 2009, and 2010

# 38 Health Department-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation				Result
<b>Home Visiting</b>		GSD	\$(194,200) (3.0 FTE)	This reduction will decrease home visits for at-risk families
<b>Mobile Pediatric Assessment Clinic</b>	Special Purpose Fund		(19,900)	The reduction will result in no change in performance for FY09
<b>Infant Mortality</b>	Special Purpose Fund		(50,000)	The reduction will result in no change in performance for FY09
<b>Oral Health Services</b>		GSD	(30,000)	The reduction will decrease medical supplies
<b>Health Policy, Research and Public Health Practice</b>		GSD	(177,600) (1.0 FTE)	The reduction will decrease staff training. Eliminates the Line of Business Director position
<b>Community Health Education and Promotion</b>		GSD	(2,000)	The reduction will eliminate Health promotion advertising
	Special Purpose Fund		(126,900)	
<b>Notifiable Disease Control and Preparedness</b>		GSD	(72,800)	The reduction will result in no change in performance for FY09. Half of the toxicologist's salary will be placed on the bioterrorism preparedness grant and work duties aligned with the grant
	Special Purpose Fund		5,800	
<b>Clinical Services and Immunization</b>		GSD	(93,000) (1.0 FTE)	This reduction will decrease the number of clients served
	Special Purpose Fund		70,000	
<b>Tuberculosis Elimination</b>	Special Purpose Fund		(20,500)	The reduction will result in no change in performance for FY09
<b>Food Protection Services</b>		GSD	(81,900) (1.0 FTE)	The reduction will decrease the effectiveness of supervision of all food inspectors in the field
	Special Purpose Fund		(25,000)	
<b>Environmental Engineering</b>		GSD	(80,600) (1.0 FTE)	The reduction will decrease the number of investigations conducted, and increase the response time to mitigate public health threats resulting from septic system failure
<b>Environmental Monitoring and Surveillance</b>		GSD	(87,700) (1.0 FTE)	The reduction will transfer the supervisory responsibility to the Director of Engineering Services resulting in decreased training time and field assistance for the inspectors providing this service.
<b>Pest Management Services</b>		GSD	(10,000)	The reduction will decrease chemical supplies
<b>Nutrition Services</b>		GSD	(94,400) (1.0 FTE)	The reduction will increase the wait time for clients

# 38 Health Department-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result	
<b>Behavioral Health Services</b>	GSD	\$ (62,400) (1.0 FTE)	The reduction will discontinue the drug education classes for first time drug offenders upon referral by the courts
<b>Health Care for the Homeless</b>	Special Purpose Fund	(447,800)	The reduction will result in no change in performance for FY09
<b>Health Care Access</b>	GSD	(157,900) (2.0 FTEs)	The reduction will result in decreased customer service and fewer prescriptions filled to clients
	Special Purpose Fund	43,300	
<b>Civil Services Medical Examiner</b>	GSD	(110,800) (1.5 FTEs)	The reduction will result in decreased customer service
<b>Facilities Management</b>	GSD	(208,300) (4.0 FTEs)	The reduction will result in less frequent cleaning of buildings and delayed mail distribution
<b>Human Resources</b>	GSD	(18,400)	The reduction eliminates funds used for advertising and tuition
<b>Finance Program</b>	GSD	(121,300) (2.0 FTEs)	The reduction results in delayed billing and collections for the department and decreased overtime usage
<b>Records Management</b>	GSD	(69,800) (1.0 FTE)	The reduction will delay the processing and issuing of death certificates
<b>Executive Leadership</b>	GSD	(6,900)	The reduction decreases refreshments for community meetings
<b>Risk Management</b>	GSD	(112,500) (1.0 FTE)	The reduction will result in redistribution of mandated activities to other staff. Eliminates Medical Administrative Assistant position
<b>School Health</b>	Special Purpose Fund	227,300	No change in performance is expected for FY09
<b>Forensic Medical Examiner</b>	GSD	168,200	The proposed increase will allow the continuation of the current level of service
<b>STD/HIV Prevention and Intervention</b>	Special Purpose Fund	261,500	Additional funding will result in no change in performance for FY09
<b>Air Quality</b>	Special Purpose Fund	40,000	Additional funding will result in no change in performance for FY09
<b>Correctional Health Services</b>	GSD	982,500	The proposed increase will allow the continuation of the current level of health services for inmates

# 38 Health Department-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Non-Allocated Financial Transactions</b>		
Fringe Benefit Savings	\$(472,400)	Savings realized through reduced cost for fringe benefits
Elimination of Safety & Risk Management Premiums	(278,100)	Eliminate charge for coverage of safety and risk management premiums and activities
Finance Charge	(208,300)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(84,500)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(18,300)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(61,100)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(39,600)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(27,600)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(188,500)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(4,200)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	11,700	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(100)	Delivery of mail across the Metropolitan Government
Radio Service Charge	(8,900)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(300)	Handling and disposition of surplus property
Total GSD	\$(2,022,000)	
	(22.0 FTEs)	
Total Special Purpose Fund	\$ (42,200)	
TOTAL	\$(2,064,200)	
	(22.0 FTEs)	



# 38 Health Department-At a Glance



## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Public Health Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	<b>Certified</b>	<b>Reported, Not Certified</b>	<b>Not Reported</b>
Number of Programs:	96%	4%	0%
Program Budget Dollars:	91%	9%	0%

# 38 Health Department-At a Glance



**Family, Youth, and Infant Health Line of Business** - The purpose of the Family, Youth, and Infant Health Line of Business is to provide assessment, intervention, and education products for the families, youth, and infants in Davidson County so they can experience health and wellness.

## Home Visiting Program

The purpose of the Home Visiting Program (includes Help Us Grow, Bright Beginnings, and Healthy Start) is to provide public health home visits to at risk families so that they may receive the health and/or social services that they need.

## Results Narrative

**Proposed Change in Funding:** \$(194,200)

**Proposed Change in FTEs:** (3.0)

**Proposed Change in Performance:** Fewer at-risk families will receive home visits.

**Other:** A planned program expansion to address fathers would be put on hold.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>					
GSD General Fund	\$ 701,300	\$ 713,464	\$ 738,900	...	\$ 544,700
Special Purpose Grant Fund	<u>1,058,700</u>	<u>1,045,533</u>	<u>1,519,900</u>	...	<u>1,519,900</u>
Total	\$1,760,000	\$1,758,997	\$2,258,800	...	\$2,064,600
<b>FTEs:</b>					
GSD General Fund	11.00	11.00	11.00	...	8.00
Special Purpose Grant Fund	<u>15.00</u>	<u>15.00</u>	<u>17.00</u>	...	<u>17.00</u>
Total	26.00	26.00	28.00	...	25.00

## Results

Percentage of eligible families who receive home visiting products

NR NR 96% 93.1% NR

## Mobile Pediatric Assessment Clinic (MPAC) Program

The purpose of Mobile Pediatric Assessment Clinic Program is to provide Early Periodic Screening and Diagnostic Testing (EPSDT) exams for children so they can benefit from the early detection of health problems.

## Results Narrative

**Proposed Change in Funding:** \$(19,900) Other

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Reflects no change in Metro funding for FY09. Program total reflects decrease of \$19,900 in special purpose funding.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>					
GSD General Fund	\$417,900	\$361,479	\$ 454,700	...	\$ 454,700
Special Purpose Grant Fund	<u>570,500</u>	<u>497,590</u>	<u>570,500</u>	...	<u>550,600</u>
Total	\$988,400	\$859,069	\$1,025,200	...	\$1,005,300
<b>FTEs:</b>					
GSD General Fund	8.48	8.48	8.48	...	8.48
Special Purpose Grant Fund	<u>10.25</u>	<u>10.25</u>	<u>10.25</u>	...	<u>10.25</u>
Total	18.73	18.73	18.73	...	18.73

## Results

Percentage of children eligible for an Early Periodic Screening and Diagnostic Testing exam who are screened by the Mobile Pediatric Assessment Clinic

2% NR 2% 1.5% NR

# 38 Health Department-At a Glance



## Children's Special Services Program

The purpose of the Children's Special Services Program is to provide payment for eligible medical expenses and care coordination services so that chronically ill children can obtain needed health care services and have a medical home.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 7,000	\$ 6,826	\$ 7,700	...	\$ 7,700
Special Purpose Grant Fund	<u>682,000</u>	<u>694,457</u>	<u>814,000</u>	...	<u>814,000</u>
Total	\$689,000	\$701,283	\$821,700	...	\$821,700
<b>FTEs:</b> Special Purpose Grant Fund	9.00	9.00	12.00	...	12.00

### Results

Percentage of children who have a documented medical home within 3 months of enrolling or at recertification	95%	NR	95%	95.2%	95%
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## Infant Mortality Initiatives Program

The purpose of the Infant Mortality Initiatives (IMI) Program is to provide information and education products on infant deaths to Davidson County providers and residents so that they will be better informed and active in reducing some of the risk factors that put infants at risk for early death.

## Results Narrative

**Proposed Change in Funding:** \$(50,000) Other  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Reflects no change in Metro funding for FY09. Program total reflects decrease of \$50,000 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$356,600	\$333,665	\$442,400	...	\$442,400
Special Purpose Grant Fund	<u>50,000</u>	<u>10,937</u>	<u>50,000</u>	...	<u>0</u>
Total	\$406,600	\$344,602	\$492,400	...	\$442,400
<b>FTEs:</b> GSD General Fund	3.00	3.00	3.00	...	3.00

### Results

Percentage of customers reporting an increase in infant morality knowledge	NR	NR	NR	NR	NR
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## School Health Program

The purpose of the School Health Program is to provide skilled nursing services for students with special health care needs so that they will be able to attend school.

## Results Narrative

**Proposed Change in Funding:** \$227,300 Other  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected in FY09.  
**Other:** Reflects no change in Metro funding for FY09. Program total reflects increase of \$227,300 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Grant Fund	\$2,488,700	\$2,706,892	\$2,744,000	...	\$2,971,300
<b>FTEs:</b> Special Purpose Grant Fund	39.20	39.20	49.20	...	49.20

### Results

Percentage of provider ordered scheduled procedures completed	NR	NR	97.50%	NR	NR
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# 38 Health Department-At a Glance



## Oral Health Services Program

The purpose of the Oral Health Services Program is to provide preventive, educational, clinical, and outreach products to K-8 children in Title 1 schools so they are free from untreated oral disease.

## Results Narrative

**Proposed Change in Funding:** \$(30,000)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** A 6% decrease in performance is expected in FY09. The reduction will decrease medical supply.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 429,000	\$ 454,032	\$ 464,000	...	\$ 434,000
Special Purpose Grant Fund	<u>696,000</u>	<u>686,976</u>	<u>696,000</u>	...	<u>696,000</u>
<b>Total</b>	\$1,125,000	\$1,141,008	\$1,160,000	...	\$1,130,000
<b>FTEs:</b> GSD General Fund	4.00	4.00	4.00	...	4.00
Special Purpose Grant Fund	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	...	<u>9.00</u>
<b>Total</b>	13.00	13.00	13.00	...	13.00

### Results

Percentage of K-8 children in Title 1 (high need) schools who are free from untreated oral disease	62%	NR	62%	73.7%	56%
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**Epidemiology, Research, and Health Education Line of Business** - The purpose of the Epidemiology, Research, and Health Education Line of Business is to provide health information, consultation, education, and health risk appraisals to the community so that it can make sound public health policy and so that individuals can be empowered to make healthy lifestyle choices.

## Health Policy, Research, and Public Health Practice Program

The purpose of the Health Policy, Research, and Public Health Practice Program is to provide health information, consultation, and education to the community so that it can create sound public health policy and assure best practices.

## Results Narrative

**Proposed Change in Funding:** \$(177,600)  
**Proposed Change in FTEs:** (1.0)  
**Proposed Change in Performance:** The reduction will decrease staff training. Eliminates Line of Business Director position.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 656,500	\$676,816	\$ 751,000	...	\$573,400
Special Purpose Grant Fund	<u>456,000</u>	<u>253,036</u>	<u>385,700</u>	...	<u>385,700</u>
<b>Total</b>	\$1,112,500	\$929,852	\$1,136,700	...	\$959,100
<b>FTEs:</b> GSD General Fund	7.00	7.00	7.00	...	6.00
Special Purpose Grant Fund	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	...	<u>3.00</u>
<b>Total</b>	10.00	10.00	10.00	...	9.00

### Results

Percentage of customers who say the information provided met their needs	75%	NR	95%	100%	95%
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# 38 Health Department-At a Glance



## Community Health Education and Promotion Program

The purpose of the Community Health Education and Promotion Program is to provide health education sessions, information, and health risk assessments to the Nashville community so it can be empowered to make healthy lifestyle choices by increasing physical activity, improving nutrition, and decreasing the risk of diabetes.

## Results Narrative

**Proposed Change in Funding:** \$(2,000) GSD  
\$(126,900) Other

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Health promotion advertising will be eliminated.

**Other:** The proposed budget includes a general fund reduction of \$2,000. In addition the program will experience an decrease of \$126,900 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 580,300	\$ 429,522	\$ 405,800	...	\$ 403,800
Special Purpose Grant Fund	<u>841,900</u>	<u>827,606</u>	<u>827,900</u>	...	<u>701,000</u>
Total	\$1,422,200	\$1,257,128	\$1,233,700	...	1,104,800
<b>FTEs:</b> GSD General Fund	9.00	9.00	6.00	...	6.00
Special Purpose Grant Fund	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	...	<u>5.00</u>
Total	14.00	14.00	11.00	...	11.00

### Results

Percentage of clients who enroll in the Kidney Disease Prevention Program that meet their identified lifestyle goal based on the American association for Diabetes Educators 7 (AADE7) Self-Care Behaviors™ for the year

NR	NR	50%	57.7%	NR
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## Tobacco Control Program

The purpose of the Tobacco Control Program is to provide health education sessions, information, policy related research, and health risk assessments to the Nashville community so it can be empowered to make healthy lifestyle choices by eliminating and avoiding the use of tobacco products.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Grant Fund	\$84,300	\$80,500	\$100,100	...	\$100,100
<b>FTEs:</b> Special Purpose Grant Fund	2.00	2.00	1.00	...	1.00

### Results

Percentage of compliance surveys (focusing on the sale of tobacco products to minors) for scheduled tobacco retailers that are completed

NR	NR	90%	46%	NR
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## Office of Forensic Medical Examiner Program

The purpose of the Office of Forensic Medical Examiner Program is to perform forensic procedures, investigations, examinations, and death determinations for Metro Government so that the correct cause of death can be determined.

## Results Narrative

**Proposed Change in Funding:** \$168,200

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The contract with the Forensic Medical Examiner's Office must be renegotiated by July 1, 2008 in order to maintain the current level of service. 1127 autopsies plus death related investigations were performed during FY07.

**Other:** The city has a legal mandate to determine the cause of death when deaths are suspicious or unexplained.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$3,731,400	\$3,628,254	\$3,899,600	...	\$4,067,800
<b>FTEs:</b> GSD General Fund	0.00	0.00	0.00	...	0.00
<b>Results</b>					
Percentage of reports with the cause of death is identified	98%	NR	99%	100%	NR

## Notifiable Disease Control and Preparedness Program

The purpose of the Notifiable Disease Control and Preparedness Program is to provide urgent community intervention products to the public and to health care professionals against infectious disease and specific environmental threats.

## Results Narrative

**Proposed Change in Funding:** \$(72,800) GSD  
\$5,800 Other

**Proposed Change in FTEs:** (0.50) GSD

**Proposed Change in Performance:** One half of the toxicologist's salary will be placed on the bioterrorism preparedness grant. Work duties will be aligned with the grant.

**Other:** The proposed budget includes a general fund reduction of \$72,800. In addition the program will experience an increase of \$5,800 in special purpose funding.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 414,400	\$ 449,823	\$ 373,100	...	\$ 300,300
Special Purpose Grant Fund	<u>993,800</u>	<u>638,200</u>	<u>859,200</u>	...	<u>865,000</u>
Total	\$1,408,200	\$1,088,023	\$1,232,300	...	\$1,165,300
<b>FTEs:</b> GSD General Fund	0.00	0.00	1.00	...	.50
Special Purpose Grant Fund	<u>9.00</u>	<u>9.00</u>	<u>7.00</u>	...	<u>7.00</u>
Total	9.00	9.00	8.00	...	7.50

## Results

Percentage of persons requiring post-exposure treatment that are treated per Tennessee Department of Health Guidelines

85% NR 85% 100% NR

# 38 Health Department-At a Glance



**Office of Nursing Line of Business** - The purpose of the Office of Nursing Line of Business is to provide a system of health care services, coordination, and follow-up products to the Nashville community so they can experience wellness.

## Clinical Services and Immunization Program

The purpose of the Clinical Services and Immunization Program is to provide comprehensive health screenings, care coordination, and intervention products to target populations of Davidson County in need of preventive health care so they can experience the earliest possible detection of health indicators and protection against preventable disease.

## Results Narrative

**Proposed Change in Funding:** \$(93,000) GSD  
70,000 Other

**Proposed Change in FTEs:** (1.0) GSD

**Proposed Change in Performance:** The number of clients seen will decrease. During FY07 184,793 services were provided in health department clinics.

**Other:** The proposed budget includes a general fund reduction of \$93,000. In addition the program will experience an increase of \$70,000 in special purpose funding.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,691,200	\$2,631,642	\$3,074,400	...	\$2,981,400
Special Purpose Grant Fund	<u>801,800</u>	<u>792,523</u>	<u>801,800</u>	...	<u>871,800</u>
Total	\$3,493,000	\$3,424,165	\$3,876,200	...	\$3,853,200
<b>FTEs:</b> GSD General Fund	49.98	49.98	49.98	...	48.98
Special Purpose Grant Fund	<u>7.00</u>	<u>7.00</u>	<u>8.00</u>	...	<u>8.00</u>
Total	56.98	56.98	57.98	...	56.98

\* The decrease in budget is due to program changes for FY07

## Results

Percentage of 2 year old children who are adequately immunized against preventable disease	90%	NR	90%	NR	NR
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**Communicable Disease Control and Prevention Line of Business** - The purpose of the Communicable Disease Control and Prevention Line of Business is to provide early detection, intervention, and prevention products to groups of people at risk in Nashville so they can reduce their risk of illness due to communicable diseases.

## Tuberculosis Elimination Program

The purpose of the Tuberculosis Elimination Program is to provide education, screening, assessment, treatment, and referral products to anyone in Nashville with risk for tuberculosis infection (TB) or disease so that the community can be free from TB exposure.

## Results Narrative

**Proposed Change in Funding:** \$(20,500) Other

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Reflects no change in Metro funding for FY09. Program total reflects decrease of \$20,500 in special purpose funding.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 761,800	\$ 739,214	\$ 773,700	...	\$ 773,700
Special Purpose Grant Fund	<u>1,505,400</u>	<u>1,463,686</u>	<u>1,499,100</u>	...	<u>1,478,600</u>
Total	\$2,267,200	\$2,202,900	\$2,272,800	...	\$2,252,300
<b>FTEs:</b> GSD General Fund	5.80	5.80	5.80	...	5.80
Special Purpose Grant Fund	<u>28.00</u>	<u>28.00</u>	<u>27.00</u>	...	<u>27.00</u>
Total	33.80	33.80	32.80	...	32.80

## Results

Percentage of treatment courses for infectious (smear positive) TB cases completed	85%	NR	90%	100%	90%
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# 38 Health Department-At a Glance



## STD/HIV Prevention and Intervention Program

The purpose of the Sexually Transmitted Disease /Human Immuno-Deficiency Virus Prevention and Intervention Program is to provide education, screening, assessment, treatment, and referral products to persons with Sexually Transmitted Diseases and/or HIV infection so the public can experience reduced risk of exposure.

## Results Narrative

**Proposed Change in Funding:** \$261,500 Other

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Reflects no change in Metro funding for FY09.

Program total reflects increase of \$261,500 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 570,400	\$ 602,494	\$ 701,900	...	\$ 701,900
Special Purpose Grant Fund	<u>1,519,900</u>	<u>1,440,136</u>	<u>4,254,800</u>	...	<u>4,516,300</u>
Total	\$2,090,300	\$2,042,630	\$4,956,700	...	\$5,218,200
<b>FTEs:</b> GSD General Fund	10.00	10.00	10.00	...	10.00
Special Purpose Grant Fund	<u>14.00</u>	<u>14.00</u>	<u>16.00</u>	...	<u>16.00</u>
Total	24.00	24.00	26.00	...	26.00

### Results

Percentage of reported cases of Chlamydia, Gonorrhea, and Syphilis appropriately treated

90% NR 95% 98.7% 95%

**Environmental Health Line of Business** - The purpose of the Environmental Health Line of Business is to provide assessment, information, and protection products to everyone in Nashville so they can experience healthy living conditions through clean air, safe food, and reduced exposure to environmental health and safety hazards.

## Air Quality Program

The purpose of the Air Quality Program (includes Vehicle Inspection and Maintenance) is to provide assessment, information, and protection products to everyone in Nashville so they can experience healthy living conditions through clean air and reduced exposure to environmental health and safety hazards.

## Results Narrative

**Proposed Change in Funding:** \$(40,000) Other

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Reflects no change in Metro funding for FY09.

Program total reflects decrease of \$40,000 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 831,100	\$ 972,559	\$ 726,500	...	\$ 726,500
Special Purpose Grant Fund	<u>550,000</u>	<u>491,083</u>	<u>517,000</u>	...	<u>557,000</u>
Total	\$1,381,100	\$1,463,642	\$1,243,500	...	\$1,283,500
<b>FTEs:</b> GSD General Fund	12.00	12.00	10.00	...	10.00
Special Purpose Grant Fund	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	...	<u>6.00</u>
Total	18.00	18.00	16.00	...	16.00

### Results

Percentage of days that Nashville's air quality is in the good to moderate range according to the Environmental Protection Agency's Air Quality Index (AQI)

97% NR 98% 97.3% 98%



# 38 Health Department-At a Glance



## Food Protection Services Program

The purpose of the Food Protection Services Program is to provide assessment, protection, information, and enforcement products to everyone in Nashville so they can enjoy safe food.

## Results Narrative

**Proposed Change in Funding:** \$(81,900) GSD  
\$(25,000) Other

**Proposed Change in FTEs:** (1.00) GSD

**Proposed Change in Performance:** The effectiveness of supervision of all food inspectors in the field will be reduced.

**Other:** The proposed budget includes a general fund reduction of \$81,900. In addition the program will experience a decrease of \$25,000 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$877,600	\$868,812	\$ 933,300	...	\$851,400
Special Purpose Grant Fund	<u>74,900</u>	<u>69,071</u>	<u>79,900</u>	...	<u>54,900</u>
Total	\$952,500	\$937,883	\$1,013,200	...	\$906,300
<b>FTEs:</b> GSD General Fund	14.00	14.00	14.00	...	13.00
Special Purpose Grant Fund	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	...	<u>1.00</u>
Total	15.00	15.00	15.00	...	14.00

### Results

Percentage of times the three critical Centers for Disease Control (CDC) risk factors (hand washing, food temperature, sanitization of work surfaces) are identified and abated

99%	NR	99%	100%	NR
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## Animal Control Program

The purpose of the Animal Control Program is to provide rabies control, animal assessment, adoption, information, and protection products to the public so it can experience reduced exposure to rabies.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,587,800	\$1,648,307	\$1,742,300	...	\$1,742,300
Special Purpose Fund	<u>44,100</u>	<u>17,370</u>	<u>44,100</u>	...	<u>44,100</u>
Total:	\$1,631,900	\$1,665,677	\$1,786,400	...	\$1,786,400
<b>FTEs:</b> GSD General Fund	29.00	29.00	31.00	...	31.00

### Results

Percentage of public exposed to confirmed positive cases of animal rabies (all positive cases are confirmed by State Lab)

NR	NR	100%	100%	NR
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# 38 Health Department-At a Glance



## Environmental Engineering Program

The purpose of the Engineering Program is to provide assessment, training, information, and design products to everyone in Nashville so they can make informed decisions toward reducing environmental health and safety hazards.

## Results Narrative

**Proposed Change in Funding:** \$(80,600)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** The number of investigations conducted is expected to drop 33%, greatly increasing the response time to mitigate public health threats resulting from septic system failure.

**Other:** Complaints from homeowners, contractors, builders, and installers will increase because of delayed construction due to septic system inspection and approvals.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$734,500	\$804,898	\$842,300	...	\$761,700
<b>FTEs:</b> GSD General Fund	8.00	8.00	8.00	...	7.00
<b>Results</b>					
Percentage of identified septic systems that function properly	99%	NR	99%	99.2%	NR

## Environmental Monitoring and Surveillance Program

The purpose of the Environmental Monitoring and Surveillance Program (includes Public Facilities and General Sanitation) is to provide training, assessment, information, and protection products to people in Nashville so they can experience reduced exposure to environmental health and safety hazards.

## Results Narrative

**Proposed Change in Funding:** \$(87,700)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** Supervisory responsibility would be transferred to the Director of Engineering Services resulting in reduced training time and field assistance for the inspectors providing this service. This unit provides 8,900 inspections, 1,700 tobacco surveys and 800 pool permits annually.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$938,300	\$956,188	\$1,026,500	...	\$938,800
<b>FTEs:</b> GSD General Fund	15.00	15.00	15.00	...	14.00
<b>Results</b>					
Percentage of environmental health threats successfully addressed	85%	NR	85%	86.3%	NR

## Pest Management Services Program

The purpose of the Pest Management Services Program is to provide training, assessment, information, and protection products to people in Nashville so they can experience reduced exposure to diseases transmitted by mosquitoes, rodents, etc.

## Results Narrative

**Proposed Change in Funding:** \$(10,000)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The Health Department does not spray for mosquitoes as often as it did in the past. Therefore, less money is needed for chemicals.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$228,100	\$221,375	\$265,800	...	\$255,800
<b>FTEs:</b> GSD General Fund	3.00	3.00	3.00	...	3.00
<b>Results</b>					
Percentage of sites identified and appropriately treated for mosquitoes and/or rats	85%	NR	85%	85.6%	85%

# 38 Health Department-At a Glance



**Health Equality Line of Business** - The purpose of the Health Equality Line of Business is to provide nutrition information, WIC vouchers, health care services, and linkage to health care services for at risk populations (low-income families, uninsured, homeless, and persons with mental health and/or substance abuse problems) so they can experience improved health status.

## Nutrition Services Program

The purpose of the Nutrition Services Program is to provide nutrition education, assessment, intervention, and referral along with supplemental food products/vouchers to eligible residents in Davidson County so they can provide nutritional meals for their families.

## Results Narrative

**Proposed Change in Funding:** \$(94,400)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** The reduction will increase the wait time for clients.

**Other:** The reduction will not affect the program's ability to achieve the Key Result Measure.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 233,400	\$ 280,786	\$ 105,300	...	\$ 10,900
Special Purpose Grant Fund	<u>1,945,100</u>	<u>1,971,274</u>	<u>2,399,400</u>	...	<u>2,399,400</u>
Total	\$2,178,500	\$2,252,060	\$2,504,700	...	\$2,410,300
<b>FTEs:</b> GSD General Fund	4.00	4.00	2.00	...	1.00
Special Purpose Grant Fund	<u>33.00</u>	<u>33.00</u>	<u>33.00</u>	...	<u>33.00</u>
Total	37.00	37.00	35.00	...	34.00

## Results

Percentage of potentially eligible participants who receive WIC (Women Infants Children) vouchers	NR	NR	70%	81.3%	NR
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## Behavioral Health Services Program

The purpose of the Behavioral Health Services Program is to provide screening, education, service linkage, follow-up, and assurance of quality mental health and substance abuse treatment products to qualifying participants so they may experience a healthier lifestyle.

## Results Narrative

**Proposed Change in Funding:** \$(62,400)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** Drug education classes for first time drug offenders upon referral by the courts will no longer be provided. Staff training will be reduced.

**Other:** The Davidson County Sheriff's Office has begun providing this service.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$354,800	\$361,053	\$388,800	...	\$326,400
<b>FTEs:</b> GSD General Fund	5.98	5.98	5.98	...	4.98

## Results

Percentage of clients linked to behavioral health and related wrap-around services	80%	NR	70%	86.6%	NR
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# 38 Health Department-At a Glance



## Health Care for the Homeless Program

The purpose of the Health Care for the Homeless Program is to provide medical, dental, mental health, substance abuse, and social service products to adults, families, and children who are homeless so they can have access to appropriate health care services designed specifically to meet their needs.

## Results Narrative

**Proposed Change in Funding:** \$(447,800) Other

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected in FY09.

**Other:** Reflects no change in Metro funding for FY09.

Program total reflects decrease of \$447,800 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>					
GSD General Fund	\$ 582,600	\$ 587,883	\$ 611,300	...	\$ 611,300
Special Purpose Grant Fund	<u>1,417,300</u>	<u>1,264,505</u>	<u>1,990,700</u>	...	<u>1,542,900</u>
Total	\$1,999,900	\$1,852,388	\$2,602,000	...	\$2,154,200
<b>FTEs:</b>					
GSD General Fund	7.00	7.00	7.00	...	7.00
Special Purpose Grant Fund	<u>15.50</u>	<u>15.50</u>	<u>15.50</u>	...	<u>15.50</u>
Total	22.50	22.50	22.50	...	22.50

### Results

Percentage of homeless persons in Nashville who receive medical, dental, mental health, substance abuse, and social services at the Metro Public Health Department

NR	NR	30%	18.5%	NR
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## Health Care Access Program

The purpose of the Health Care Access Program (Bridges to Care) is to provide screening, referral, and linkage products to uninsured residents of Nashville so they can obtain primary health care from a regular source.

## Results Narrative

**Proposed Change in Funding:** \$(157,900) GSD  
\$43,300 Other

**Proposed Change in FTEs:** (2.0) GSD

**Proposed Change in Performance:** The number of prescriptions provided to uninsured persons will be reduced by an estimated 6,500 prescription. Customer service and administrative support will be reduced as well.

**Other:** The Bridges to Care pharmacy formulary will be modified to remove medications that could be obtained at relatively low cost from other retail pharmacies.

The proposed budget includes a general fund reduction of \$157,900. In addition the program will experience an increase of \$43,300 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>					
GSD General Fund	\$ 889,500	\$ 882,975	\$1,239,100	...	\$1,081,200
Special Purpose Grant Fund	<u>213,000</u>	<u>174,664</u>	<u>367,600</u>	...	<u>410,900</u>
Total	\$1,102,500	\$1,057,639	\$1,606,700	...	\$1,492,100
<b>FTEs:</b>					
GSD General Fund	9.00	9.00	9.00	...	7.00
Special Purpose Grant Fund	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	...	<u>1.00</u>
Total	10.00	10.00	10.00	...	8.00

\* The decrease in budget is due to program changes for FY07

### Results

Percentage change of uninsured Davidson County residents linked to a regular source of primary health care

2%	NR	2%	(38.1)%	0%
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# 38 Health Department-At a Glance



## Office of Civil Service Medical Examiner Program

The purpose of the Office of the Civil Service Medical Examiner Program is to provide physical examination reports and disability evaluation assessments in a timely manner so that accurate and comprehensive information is available to Metro Departments and agencies upon which to make informed and appropriate employment and benefit decisions.

## Results Narrative

**Proposed Change in Funding:** \$(110,800)  
**Proposed Change in FTEs:** (1.50)  
**Proposed Change in Performance:** Customer service will be reduced.  
**Other:** Higher paid staff will have to cover the clerical tasks unless operating hours are reduced.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$862,400	\$757,059	\$868,500	...	\$757,700
<b>FTEs:</b> GSD General Fund	10.00	10.00	10.00	...	8.50
<b>Results</b>					
Percentage of physical examination reports and disability evaluation assessments provided in a timely manner	100%	NR	100%	100%	100%

## Correctional Health Services Program

The purpose of the Correctional Health Services Program is to provide treatment and medical care products to inmates in Nashville so that the public can be protected from untreated mental disorders, addiction, and the spread of preventable and communicable disease upon an inmate's release.

## Results Narrative

**Proposed Change in Funding:** \$982,500  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The proposed increase will allow the continuation of health services for inmates. The contract requires renegotiation when and if the inmate population exceeds 2275. In the past year, the population was approximately 2570.  
**Other:** The city has a legal mandate to provide health care to inmates.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$7,793,100	\$8,797,694	\$9,440,700	...	\$10,423,200
<b>FTEs:</b> GSD General Fund	6.00	6.00	4.00	...	4.00
<b>Results</b>					
Percentage of inmates educated and/or treated for mental disorders, chronic medical conditions, and the spread of infectious and communicable diseases prior to release into the community	65%	NR	50%	47.5%	NR

# 38 Health Department-At a Glance



**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide leadership and support services to the department so it can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan/fringe adjustments, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$797,000	\$ 0	\$112,500	...	\$(1,199,400)
Special Purpose Grant Fund	0	105,290	0	...	0
Total	\$797,000	\$105,290	\$112,500		\$(1,199,400)

## Information Technology Program

The purpose of the Information Technology Program is to provide information technology support products to this Metro department so it can efficiently and securely meet its business needs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,030,300	\$1,963,325	\$1,892,500	...	\$1,892,500
Special Purpose Grant Fund	735,200	721,260	875,300	...	875,300
Total	\$2,765,500	\$2,684,585	\$2,767,800	...	\$2,767,800
<b>FTEs:</b> GSD General Fund	7.00	7.00	7.00	...	7.00
Special Purpose Grant Fund	1.00	1.00	1.00	...	1.00
Total	8.00	8.00	8.00	...	8.00

## Results

Percentage of customer satisfaction with quality of Information Technology services

NR NR NR NR NR

## Facilities Management Program

The purpose of the Facilities Management Program is to provide operational support products to this Metro department so it can constantly function in a clean and operational work environment.

## Results Narrative

**Proposed Change in Funding:** \$(208,300)  
**Proposed Change in FTEs:** (4.0)  
**Proposed Change in Performance:** The custodian's workload will be redistributed to others. The equipment and supply room clerk's work will be reassigned. More outside vendors will be needed for repairs if general maintenance tech position is eliminated. There will be some delays in outgoing mail and distribution of incoming mail as these duties will be reassigned to other employees.  
**Other:** Buildings will be cleaned less frequently.

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,520,700	\$2,459,976	\$2,623,600	...	\$2,415,300
<b>FTEs:</b> GSD General Fund	22.00	22.00	22.00	...	18.00

## Results

Percentage of customer satisfaction with quality of custodial services

NR NR NR 97.5% NR

# 38 Health Department-At a Glance



## Human Resources Program

The purpose of the Human Resources Program is to provide employment products to department employees so they can receive their benefits and compensation equitably and accurately.

## Results Narrative

**Proposed Change in Funding:** \$(18,400)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** This reduction eliminates funds used for advertising and tuition. HR will not be able to advertise when positions are hard to fill. Tuition costs may prevent some staff from seeking the training they need. Flex time or comp time will be used rather than overtime pay.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$543,500	\$565,540	\$501,000	...	\$482,600
<b>FTEs:</b>	GSD General Fund	4.00	4.00	4.00	...	4.00
<b>Results</b>						
Percentage of employee turnover		NR	NR	NR	8.7%	NR

## Finance Program

The purpose of the Finance Program is to provide financial management products to this Metro department so it can effectively manage its financial resources.

## Results Narrative

**Proposed Change in Funding:** \$(121,300)

**Proposed Change in FTEs:** (2.0)

**Proposed Change in Performance:** The Office Support Representatives 3 handle Medicare billing. Medicare billing and collections for the department will be delayed. Flex time or comp time will be used rather than overtime pay.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,220,200	\$1,233,144	\$1,354,200	...	\$1,232,900
<b>FTEs:</b>	GSD General Fund	11.94	11.94	11.94	...	9.94
<b>Results</b>						
Percentage of budget variance		NR	NR	NR	9.7%	NR

## Records Management Program

The purpose of the Records Management Program is to provide record management products to this Metro department so it can manage records compliant with legal and policy requirements.

## Results Narrative

**Proposed Change in Funding:** \$(69,800)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** Temporary services will no longer be used to purge clinic records. The Office Support Representative 2 issues death certificates to the public upon request. A delay in processing and issuing death certificates will result. Flex time or comp time will be used rather than overtime pay.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$711,900	\$722,595	\$748,200	...	\$678,400
<b>FTEs:</b>	GSD General Fund	11.00	11.00	11.00	...	10.00
<b>Results</b>						
Percentage of records managed in compliance with legal and policy requirements		NR	NR	NR	NR	NR

# 38 Health Department-At a Glance



## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$(6,900)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Community participants expect refreshments or a light meal when collaborative meetings are held over the lunch period or in the evenings. This reduction negatively impacts the department's ability to accommodate this need. Flex time or comp time will be used rather than overtime pay.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$779,600	\$722,366	\$843,000	...	\$836,100
<b>FTEs:</b>	GSD General Fund	6.00	6.00	4.00	...	4.00
<b>Results</b>						
	Percentage of departmental key results achieved	NR	NR	NR	97%	NR

## Risk Management Program

The purpose of the Risk Management Program is to provide safety enhancement and risk management products to this Metro department so it can prevent accidents and injuries and effectively respond to accidents and injuries that occur.

## Results Narrative

**Proposed Change in Funding:** \$(112,500)

**Proposed Change in FTEs:** (1.0)

**Proposed Change in Performance:** The Medical Admin Asst 2 serves as the director of safety for the Health Department as well as the coordinator of injury on duty services. Elimination of this position will require the redistribution of mandated activities to other staff.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$370,000	\$367,427	\$389,600	...	\$277,100
<b>FTEs:</b>	GSD General Fund	1.00	1.00	1.00	...	0.00
<b>Results</b>						
	Number of worker days lost to injury per full-time employee	NR	0	NR	2	NR



# 38 Health Department-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	19,207,800	18,578,261	19,529,000	17,471,500
<b>OTHER SERVICES:</b>				
Utilities	489,200	543,358	567,200	567,200
Professional and Purchased Services	11,572,900	12,434,012	13,703,200	14,823,900
Travel, Tuition, and Dues	303,700	225,128	302,000	262,200
Communications	402,900	376,910	333,200	321,200
Repairs and Maintenance Services	258,900	200,433	255,600	255,600
Internal Service Fees	2,035,600	2,035,027	1,851,700	1,222,000
<b>TOTAL OTHER SERVICES</b>	<b>15,063,200</b>	<b>15,814,868</b>	<b>17,012,900</b>	<b>17,452,100</b>
Other Expense	1,804,500	1,481,679	2,070,600	1,666,900
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	9,000	43,347	8,000	8,000
<b>TOTAL OPERATING EXPENSE</b>	<b>36,084,500</b>	<b>35,918,155</b>	<b>38,620,500</b>	<b>36,598,500</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>119,700</b>	<b>283,038</b>	<b>121,700</b>	<b>121,700</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>36,204,200</b>	<b>36,201,193</b>	<b>38,742,200</b>	<b>36,720,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	3,080,800	3,335,689	4,499,800	4,103,300
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	26,880	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	709,200	794,789	651,700	536,700
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>709,200</b>	<b>821,669</b>	<b>651,700</b>	<b>536,700</b>
Other Program Revenue	470,500	571,259	530,000	600,000
<b>TOTAL PROGRAM REVENUE</b>	<b>4,260,500</b>	<b>4,728,617</b>	<b>5,681,500</b>	<b>5,240,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	521,500	547,266	521,500	396,500
Fines, Forfeits, & Penalties	155,100	165,696	157,400	41,500
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>676,600</b>	<b>712,962</b>	<b>678,900</b>	<b>438,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>140,100</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>4,937,100</b>	<b>5,441,579</b>	<b>6,500,500</b>	<b>5,678,000</b>

# 38 Health Department-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	12,421,800	12,156,127	13,398,550	13,481,350
OTHER SERVICES:				
Utilities	0	5,934	10,000	10,000
Professional and Purchased Services	1,490,000	1,348,204	4,508,600	4,506,900
Travel, Tuition, and Dues	99,400	92,205	222,450	218,950
Communications	35,200	35,080	283,800	126,800
Repairs and Maintenance Services	36,800	1,469	39,200	30,800
Internal Service Fees	0	0	0	2,000
<b>TOTAL OTHER SERVICES</b>	<b>1,661,400</b>	<b>1,482,892</b>	<b>5,064,050</b>	<b>4,895,450</b>
Other Expense	2,472,100	2,293,484	2,844,400	2,888,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	173,300	20,011	90,000	90,000
<b>TOTAL OPERATING EXPENSE</b>	<b>16,728,600</b>	<b>15,952,514</b>	<b>21,397,000</b>	<b>21,354,800</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>16,728,600</b>	<b>15,952,514</b>	<b>21,397,000</b>	<b>21,354,800</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	1,718,000	1,532,709	5,452,100	5,394,800
Fed Through State Pass-Through	11,848,400	10,996,938	12,184,600	12,058,300
Fed Through Other - Pass Through	0	0	0	0
State Direct	324,200	437,078	473,400	472,500
Other Government Agencies	85,000	121,844	85,000	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>13,975,600</b>	<b>13,088,568</b>	<b>18,195,100</b>	<b>17,925,600</b>
Other Program Revenue	239,300	140,047	292,800	292,800
<b>TOTAL PROGRAM REVENUE</b>	<b>14,214,900</b>	<b>13,228,616</b>	<b>18,487,900</b>	<b>18,218,400</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	25,000	0	25,000	25,000
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
<b>Transfers From Other Funds and Units</b>	<b>2,488,700</b>	<b>2,801,693</b>	<b>2,884,100</b>	<b>3,111,400</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>16,728,600</b>	<b>16,030,308</b>	<b>21,397,000</b>	<b>21,354,800</b>

# 38 Health Department-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Administrative Asst - Health	10392	SR0800	2	2.00	2	2.00	2	2.00
Animal Control Director	07840	SR1300	1	1.00	1	1.00	1	1.00
Animal Control Officer 1	07087	SR0500	16	16.00	18	18.00	18	18.00
Animal Control Officer 2	07088	SR0600	6	6.00	5	5.00	5	5.00
Animal Control Officer 3	07089	SR0700	2	2.00	3	3.00	3	3.00
Asst To The Dir	06678	SR1400	1	1.00	1	1.00	1	1.00
Bldg Supt	06927	SR1200	1	1.00	1	1.00	1	1.00
Bureau Director	10386	SR1500	5	5.00	5	5.00	4	4.00
CAD/GIS Analyst 1	07729	SR0900	1	1.00	1	1.00	1	1.00
Chemist 2	04470	SR1000	1	1.00	1	1.00	1	1.00
Chief Medical Dir	01080		1	1.00	1	1.00	1	1.00
Commun Disease Investigator	06567	SR0800	1	1.00	1	1.00	1	1.00
Courier	06466	SR0500	2	2.00	2	2.00	2	2.00
Custodian 1 - Health	10343	SR0400	8	8.00	9	9.00	8	8.00
Custodian Supv-Hlth	07022	SR0800	1	1.00	1	1.00	1	1.00
Customer Service Rep	10399	SR0700	1	1.00	1	1.00	1	1.00
Dental Asst 1	01461	SR0600	2	2.00	2	2.00	2	2.00
Dental Svcs Dir	01447	HD1000	1	1.00	1	1.00	1	1.00
Dentist 2	01446	HD0900	1	1.00	1	1.00	1	1.00
Envir Asst	00513	SR0600	2	2.00	2	2.00	2	2.00
Envir Engineer 1	04152	SR1100	2	2.00	1	1.00	1	1.00
Envir Engineer 2	04153	SR1200	1	1.00	1	1.00	1	1.00
Envir Engineer 3	04154	SR1400	1	1.00	1	1.00	1	1.00
Envir Engineering Asst 1	04157	SR0800	1	1.00	1	1.00	1	1.00
Envir Engineering Asst 2	04158	SR0900	1	1.00	1	1.00	1	1.00
Environmentalist 1	01843	SR0800	7	7.00	7	7.00	7	7.00
Environmentalist 2	01844	SR0900	4	4.00	4	4.00	4	4.00
Environmentalist 3	01845	SR1100	2	2.00	2	2.00	1	1.00
Environmentalist 4	01846	SR1200	3	3.00	3	3.00	2	2.00
Equip & Supply Clerk 2	03440	SR0600	1	1.00	1	1.00	1	1.00
Equip & Supply Clerk 3	03027	SR0700	1	1.00	1	1.00	0	0.00
Finance Officer 2	10151	SR1000	1	1.00	1	1.00	1	1.00
Food Inspector 1	06631	SR0800	6	6.00	6	6.00	6	6.00
Food Inspector 2	06632	SR0900	5	5.00	5	5.00	5	5.00
Food Inspector 3	06633	SR1100	1	1.00	1	1.00	0	0.00
General Maint Tech	07021	SR0500	2	2.00	2	2.00	1	1.00
Human Resources Admin	07346	SR1300	1	1.00	1	1.00	1	1.00
Human Resources Asst 2	06931	SR0700	1	1.00	1	1.00	1	1.00
Info Systems Div Mgr	07318	SR1400	1	1.00	1	1.00	1	1.00
Info Systems Mgr	07782	SR1300	2	2.00	2	2.00	2	2.00
Interpreter 1	06641	SR0500	1	1.00	1	1.00	1	1.00
Inventory Control Supv	06482	SR1000	1	1.00	1	1.00	1	1.00
Librarian-Health	06252	SR1000	1	1.00	0	0.00	0	0.00
Medical Admin Asst 1	03072	SR1200	9	9.00	8	8.00	6	6.50
Medical Admin Asst 2	03073	SR1300	13	13.00	13	13.00	11	11.00
Medical Admin Asst 3	03074	SR1400	5	5.00	5	5.00	5	5.00
Medical Doctor	07424	HD1100	2	1.80	2	1.80	2	1.80

# 38 Health Department-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101 (Continued)</b>								
Medical Svcs Dir	07024	HD1200	1	1.00	1	1.00	1	1.00
Mobile Clinic Driver	07713	SR0600	2	1.48	2	1.48	2	1.48
Office Support Rep 1	10120	SR0400	1	1.00	1	1.00	0	0.00
Office Support Rep 2	10121	SR0500	2	2.00	1	1.00	0	0.00
Office Support Rep 3	10122	SR0600	41	41.00	39	39.00	36	36.00
Office Support Spec 1	10123	SR0700	13	13.00	13	13.00	12	12.00
Pharmacist	03459	SR1400	1	1.00	1	1.00	1	1.00
Printing Equip Operator 2	05919	TL0700	1	1.00	1	1.00	1	1.00
Program Spec 2	07379	SR0800	8	8.00	8	8.00	7	7.00
Program Spec 3	07380	SR1000	8	8.00	7	7.00	7	7.00
Program Supv	07381	SR1000	2	2.00	2	2.00	2	2.00
Pub Health Ob-Gyn Nurse Pract	06491	SR1200	1	1.00	1	1.00	1	1.00
Public Health LPN	06251	HD0100	3	3.00	2	2.00	2	2.00
Public Health Nurse 2	03972	HD0300	39	39.00	35	35.00	33	33.00
Public Health Nurse 3	03973	HD0400	5	5.00	7	7.00	7	7.00
Public Health Nurse 4	03974	HD0500	7	7.00	7	7.00	6	6.00
Public Hlth Epidemiologist 1	07685	SR1100	1	1.00	1	1.00	1	1.00
Public Hlth Epidemiologist 2	07979	SR1200	2	2.00	2	2.00	2	2.00
Public Hlth Nurse Practitioner	06489	HD0600	8	8.00	8	8.00	8	8.00
Records Management Analyst	10336	SR0800	1	1.00	1	1.00	1	1.00
Research Analyst 2	07391	SR1200	2	2.00	2	2.00	2	2.00
Seasonal/Part-time/Temporary	09020		10	4.90	10	4.90	8	3.90
Security Guard - Health	10330	SR0800	1	1.00	1	1.00	1	1.00
Software Training Mgr	07750	SR1100	1	1.00	1	1.00	1	1.00
Soil Scientist	06380	SR1100	1	1.00	1	1.00	1	1.00
toxicologist	10329	SR1400	1	1.00	1	1.00	0	0.50
Vehicle Inspection Dir	06639	SR1200	1	1.00	1	1.00	1	1.00
Vehicle Inspector 1	06552	SR0700	1	1.00	1	1.00	1	1.00
Vehicle Inspector 2	06640	SR0800	1	1.00	1	1.00	1	1.00
Veterinarian	07805	HD0700	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>300</b>	<b>294.18</b>	<b>292</b>	<b>286.18</b>	<b>268</b>	<b>264.18</b>
<b>HEA Health Dept Grant Fund 32200</b>								
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Audiologist	10367	SR1200	1	1.00	1	1.00	1	1.00
Commun Disease Investigator	06567	SR0800	12	12.00	12	12.00	12	12.00
Dental Asst 1	01461	SR0600	2	2.00	2	2.00	2	2.00
Dental Hygienist 1	01463	SR1000	6	6.00	6	6.00	6	6.00
Dental Hygienist 2	01464	SR1100	1	1.00	1	1.00	1	1.00
Envir Engineer 1	04152	SR1100	2	2.00	2	2.00	2	2.00
Environmentalist 2	01844	SR0900	1	1.00	1	1.00	1	1.00
Environmentalist 3	01845	SR1100	1	1.00	1	1.00	1	1.00
Food Inspector 1	06631	SR0800	1	1.00	0	0.00	0	0.00
Food Inspector 2	06632	SR0900	0	0.00	1	1.00	1	1.00
Home Economist	06481	SR0700	6	6.00	6	6.00	6	6.00
Info Systems Mgr	07782	SR1300	1	1.00	1	1.00	1	1.00
Interpreter 1	06641	SR0500	1	1.00	2	2.00	2	2.00

# 38 Health Department-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>HEA Health Dept Grant Fund 32200 (Continued)</b>								
Laboratory Tech 1	02797	SR0600	2	2.00	1	1.00	1	1.00
Laboratory Tech 2	02798	SR0700	0	0.00	1	1.00	1	1.00
Medical Admin Asst 1	03072	SR1200	2	2.00	1	1.00	1	1.00
Medical Admin Asst 2	03073	SR1300	2	2.00	3	3.00	3	3.00
Mental Health Spec	06772	SR1000	2	1.50	2	1.50	2	1.50
Nutritionist 1	03237	SR0900	4	4.00	4	4.00	4	4.00
Nutritionist 2	03238	SR1000	2	2.00	2	2.00	2	2.00
Office Support Rep 2	10121	SR0500	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	28	28.00	28	28.00	28	28.00
Office Support Spec 1	10123	SR0700	4	4.00	4	4.00	4	4.00
Outreach Worker	06485	SR0500	21	21.00	21	21.00	21	21.00
Program Coord	06034	SR0900	6	6.00	6	6.00	6	6.00
Program Spec 1	07378	SR0600	3	1.98	3	1.98	3	1.98
Program Spec 2	07379	SR0800	8	8.00	8	8.00	8	8.00
Program Spec 3	07380	SR1000	4	4.00	3	3.00	3	3.00
Program Supv	07381	SR1000	1	1.00	1	1.00	1	1.00
Pub Health Ob-Gyn Nurse Pract	06491	SR1200	0	0.00	1	1.00	1	1.00
Public Health LPN	06251	HD0100	2	1.71	2	1.71	2	1.71
Public Health Nurse 2	03972	HD0300	69	56.80	80	67.80	80	67.80
Public Health Nurse 3	03973	HD0400	3	3.00	3	3.00	3	3.00
Public Health Nurse 4	03974	HD0500	1	1.00	1	1.00	1	1.00
Public Hlth Epidemiologist 2	07979	SR1200	2	2.00	2	2.00	2	2.00
Public Hlth Nurse Practitioner	06489	HD0600	2	1.71	3	2.71	3	2.71
Research Analyst 1	07390	SR1000	1	1.00	2	2.00	2	2.00
Research Analyst 2	07391	SR1200	2	2.00	2	2.00	2	2.00
Seasonal/Part-time/Temporary	09020		16	4.25	16	4.25	16	4.25
Social Worker - Health	06768	SR0800	4	4.00	4	4.00	4	4.00
Speech Language Pathologist	04978	SR1100	2	2.00	2	2.00	2	2.00
toxicologist	10329	SR1400	1	1.00	1	1.00	1	1.00
Warehouse Supv	06494	SR0900	1	1.00	1	1.00	1	1.00
Warehouse Worker	07400	SR0400	2	2.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>234</b>	<b>207.95</b>	<b>248</b>	<b>221.95</b>	<b>248</b>	<b>221.95</b>
<b>Department Totals</b>			<b>534</b>	<b>502.13</b>	<b>540</b>	<b>508.13</b>	<b>516</b>	<b>486.13</b>

# 44 Human Relations Commission-At a Glance



Budget Summary		2006-07	2007-08	2008-09
	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$460,400	\$498,100	\$442,500
	<b>Total Expenditures and Transfers</b>	<u>\$460,400</u>	<u>\$498,100</u>	<u>\$442,500</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$0	\$0	\$0
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	\$0	\$0	\$0
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	0	0	0
	<b>Total Revenues</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Positions</b>	Total Budgeted Positions	4	5	5
<b>Contacts</b>	Executive Director: Kelvin Jones      email: kelvin.jones@nashville.gov Financial Manager: Leoncio Dominguez      email: leoncio.dominguez@nashville.gov  Metro Office Building 800 Second Avenue South    37210      Phone: 880-3370      FAX: 880-3373			

## Line of Business and Program

**Multicultural Education**  
Multicultural Education

**Compliance**  
Civil Rights Compliance

**Administrative**  
Non-allocated Financial Transactions



# 44 Human Relations Commission-At a Glance



<b>Mission</b>	The mission of the Metro Human Relations Commission is to provide diversity education and compliance resolution products to individuals, business and Metro Departments in Nashville & Davidson County to promote equality and human dignity..
<b>Goals</b>	<p>By 2008, employers and employees working in the Nashville community will experience a fair and comprehensive alternative dispute resolution process as evidenced by:</p> <ul style="list-style-type: none"> <li>• 80% of customers who say the conciliation/mediation process was fair and comprehensive.</li> </ul> <p>By 2008, the Nashville community will experience an appreciation and understanding of cultural diversity as evidenced by:</p> <ul style="list-style-type: none"> <li>• 80% of training participants who say the training was informative and equipped them to better interact with various cultures,</li> <li>• 5% increase in Davidson Group participants</li> <li>• 10% increase in community partnerships</li> </ul> <p>By 2010, the Nashville community will recognize the brand and services provided by the Metro Human Relations Commission as evidenced by:</p> <ul style="list-style-type: none"> <li>• 90% of customers who say they are familiar with the Commission</li> <li>• 10% increase in community partnerships</li> <li>• 10% increase in referrals</li> <li>• 10% increase in public speaking engagements</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation	Result
<b>Multicultural Education</b>	\$ (12,500) The number of activities offered to Metro Employees and the community for increasing cross-cultural understanding will be limited.
<b>Civil Rights Compliance</b>	(12,500) The number of registered complaints or inquiries that can be resolved through investigation and conciliation/mediation will be limited.
<b>Nonallocated Financial Transactions</b>	
Fringe	(10,600) Supplemental FY08 funding for fringe benefit expenses
Elimination of Safety & Risk Management Premiums	(800) Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(5,400) Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(1,800) Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management

# 44 Human Relations Commission-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Shared Business Office Charge	\$ (1,500)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(1,200)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(500)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(8,500)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(300)	Delivery of facility maintenance and associated security functions
Postal Service Charge	300	Delivery of mail across the Metropolitan Government
Surplus Property	(100)	Handling and disposition of surplus property
<b>TOTAL</b>	<b>\$(55,600)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Human Relations Commission for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	0%	100%	0%
Program Budget Dollars:	0%	100%	0%



# 44 Human Relations Commission-At a Glance



**Multicultural Education Line of Business** - The purpose of the Multicultural Education Line of Business is to provide information, training, and facilitation products to Metro Government and the Nashville community so they can develop an awareness and appreciation for Nashville's increasing diversity.

## Multicultural Education Program

The purpose of the Multicultural Education Program is to provide information, training, and facilitation products to Metro Government and the Nashville community so they can develop an awareness and appreciation for Nashville's increasing diversity.

## Results Narrative

**Proposed Change in Funding:** \$(12,500)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The Multicultural Education Program will be limited in the number of activities it offers Metro Employees and the community for increasing cross-cultural understanding. The Commission's ability to obtain temporary staffing will be eliminated.

**Other:** This reduction will hinder the program's primary responsibility of providing information, training, and facilitation products to Metro Government and the Nashville community to heighten awareness of and appreciation for Nashville's increasing cultural diversity. The Multicultural Education Program supports the department's goal of offering Nashville's employers and employees a fair and comprehensive alternative dispute resolution process.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$251,000	\$258,385	\$267,800	...	\$255,300
<b>FTEs:</b> GSD General Fund	2.20	2.20	2.70	...	2.70
<b>Results</b>					
Percentage of consumers who say they are aware and appreciate Nashville's increasing diversity	NR	NR	NR	75%	80%

**Compliance Line of Business** - The purpose of the Compliance Line of Business is to provide complaint resolution products to Metro Government and the Nashville community so they can have their problems resolved in an appropriate manner.

## Civil Rights Compliance Program

The purpose of the Civil Rights Compliance Program is to provide complaint resolution products to Metro Government and the Nashville community so they can have their formal or informal claims resolved in an appropriate manner.

## Results Narrative

**Proposed Change in Funding:** \$(12,500)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The Civil Rights Compliance Program will be limited in the number of registered complaints or inquiries that can be resolved through investigation and conciliation/mediation. The Commission's ability to obtain temporary staffing will be eliminated.

**Other:** The reduction will also limit the number of Civil Rights Compliance activities the Commission sponsors. The Civil Rights Compliance program supports the department's goal of offering Nashville's employers and employees a fair and comprehensive alternative dispute resolution process.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$192,200	\$198,090	\$209,300	...	\$196,800
<b>FTEs:</b> GSD General Fund	1.80	1.80	2.30	...	2.30
<b>Results</b>					
Percentage of customers who say their problem was resolved in an appropriate manner	NR	NR	NR	78%	80%

# 44 Human Relations Commission-At a Glance




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**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

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**Non-allocated Financial Transactions Program**

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

**Program Budget & Performance Summary**

	<b>2007 Budget</b>	<b>2007 Actual</b>	<b>2008 Budget</b>	<b>2008 1<sup>st</sup> Half</b>	<b>2009 Budget</b>
<b>Program Budget:</b> GSD General Fund	\$17,200	\$0	\$9,700	...	\$(4,300)

# 44 Human Relations Commission - Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	307,400	302,029	342,600	332,000
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	34,800	35,865	34,800	34,800
Travel, Tuition, and Dues	14,000	16,263	14,000	14,000
Communications	10,000	10,250	10,300	10,300
Repairs and Maintenance Services	1,500	1,500	1,500	1,500
Internal Service Fees	78,700	76,789	80,900	36,700
<b>TOTAL OTHER SERVICES</b>	<b>139,000</b>	<b>140,667</b>	<b>141,500</b>	<b>97,300</b>
Other Expense	14,000	13,780	14,000	13,200
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>460,400</b>	<b>456,476</b>	<b>498,100</b>	<b>442,500</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>460,400</b>	<b>456,476</b>	<b>498,100</b>	<b>442,500</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 44 Human Relations Commission - Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Human Relations Dir	01584		1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	1	1.00	2	2.00	2	2.00
Program Spec 3	07380	SR1000	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>4</b>	<b>4.00</b>	<b>5</b>	<b>5.00</b>	<b>5</b>	<b>5.00</b>
<b>Department Totals</b>			<b>4</b>	<b>4.00</b>	<b>5</b>	<b>5.00</b>	<b>5</b>	<b>5.00</b>

# 39 Library—At a Glance



Budget Summary		2006-07	2007-08	2008-09
<b>Budget Summary</b>	<b>Expenditures and Transfers:</b>			
	GSD General Fund	\$21,250,150	\$22,025,200	\$20,003,600
	Special Purpose Fund	1,305,100	1,472,900	1,202,200
	<b>Total Expenditures and Transfers</b>	<b>\$22,555,250</b>	<b>\$23,498,100</b>	<b>\$21,205,800</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 647,800	\$ 617,000	\$ 579,000
	Other Governments and Agencies	269,200	287,300	281,800
	Other Program Revenue	1,029,100	1,183,600	918,400
	<b>Total Program Revenue</b>	<b>\$ 1,946,100</b>	<b>\$ 2,087,900</b>	<b>\$ 1,779,200</b>
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	6,800	2,000	2,000
	<b>Total Revenues</b>	<b>\$ 1,952,900</b>	<b>\$ 2,089,900</b>	<b>\$ 1,781,200</b>
<b>Positions</b>	Total Budgeted Positions	362	359	346
<b>Contacts</b>	Director of Public Library: Donna Nicely      email: donna.nicely@nashville.gov Administrative Services Manager: Chase Adams      email: chase.adams@nashville.gov 615 Church Street 37219      Phone: 862-5760      FAX: 862-5771			

## Lines of Business and Program

### Reference Information

- Ask Your Librarian
- Virtual Information Services

### Library Materials

- Local History and Special Collections
- Hands-On Reference
- Library Check-out
- Engaging the Reader

### Equal Access

- Equal Access

### Education and Outreach

- Public Events
- Computer Literacy
- It's Your Library

### Town Square

- Town Square

### Library Customer Technical Support

- Library Customer Technical Support

### Administrative

- Non-allocated Financial Transactions
- Information Technology
- Facilities Management
- Human Resources
- Finance
- Procurement
- Risk Management
- Billings and Collections
- Executive Leadership



<p><b>Mission</b></p>	<p>The mission of the Nashville Public Library is to provide information, programs, and reference assistance products to individuals, families, and the larger community so they can enjoy the benefits of reading and life-long learning.</p>
<p><b>Goals</b></p>	<p><b>Information Explosion</b></p> <p>By 2008, citizens of Nashville will experience a significant improvement in the quality and relevance of the library's collections to meet their information needs, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 2% increase in circulation</li> <li>• 10% increase in electronic resource uses</li> <li>• 5% increase in on-site use of library materials</li> </ul> <p><b>Digital Divide</b></p> <p>By 2008, citizens of Nashville will have greater access to free computers as well as expanded opportunities for learning broad-based computer applications and electronic resources, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 3% increase in number of on-site computer sessions (benchmark year – FY 03-04)</li> <li>• 10% increase in number of computer-related classes</li> <li>• Percentage increase in number of remote (virtual) visits</li> </ul> <p><b>Pre-School Literacy</b></p> <p>By 2008, Nashville Public Library will design and implement developmentally appropriate programs and training to support individuals, families and community agencies in order to help increase the pre-school literacy rate and ensure that the children of Nashville enter kindergarten ready to learn, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 3% increase in developmentally appropriate programs</li> <li>• 2% increase in attendance at developmentally appropriate programs</li> <li>• 1% increase of training sessions</li> </ul> <p><b>Neighborhood Services &amp; Programs</b></p> <p>By 2008, Nashville's neighborhoods will experience Nashville Public Library as a primary resource for responsive services and programs targeted to meet their specific educational and cultural needs, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 1% increase in neighborhood programs in Spanish</li> <li>• 5% increase in neighborhood programs for teens</li> <li>• 5% increase in neighborhood programs for adults &amp; seniors</li> <li>• 18% of hours library meeting spaces are utilized</li> </ul> <p><b>Efficiency</b></p> <p>By 2008, more Nashvillians will experience timely access to free information and materials, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 2% increase in circulation</li> <li>• 30% of Nashville Public Library cardholders receiving available* material within 48 hours</li> <li>• 100% increase in self-check terminal activity</li> </ul> <p>*available-meaning on the shelf at the time the item was requested</p>

# 39 Library—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Ask Your Librarian</b>	\$(299,500) (3.0 FTEs)	The reduction will decrease Library hours for Donelson, Looby and Pruitt branches to 40 hours per week and eliminate Book Mobile service. The number of customers who receive information responses will be reduced.
<b>Hands - On Reference</b>	(35,400)	The reduction will decrease subscription budget.
<b>Library Check-out</b>	(506,400) (6.0 FTEs)	The reduction will decrease Library hours for Donelson, Looby and Pruitt branches to 40 hours per week and eliminate Book Mobile service. The annual circulation of library materials will be reduced.
<b>It's Your Library</b>	(27,300) (0.75 FTE)	This reduction will decrease the number of outreach programs and the percentage of customers visiting the Library.
<b>Facilities Management</b>	(74,800) (1.0 FTE)	The reduction will result in decreased custodial and other repair and maintenance services.
<b>Human Resources</b>	(18,000)	The reduction will decrease staff professional development training.
<b>Executive Leadership</b>	(37,300) (1.0 FTE)	The reduction will result in no change in performance for FY09.
<b>Non-allocated Financial Transactions</b>		
Pay Plan/ Fringe Benefits	108,000	Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(359,700)	Savings realized through reduced cost for fringe benefits.
Elimination of Safety & Risk Management Premiums	(160,600)	Eliminate the charge for coverage of safety and risk management premiums and activities.
Finance Charge	(105, 800)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing.
Human Resources Charge	(150,100)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management.
Shared Business Office Charge	(13,400)	Eliminate the charge for delivery of administrative support functions.
Metro Payment Services Charge	(91,500)	Eliminate the charge for delivery of centralized payment services.
Customer Call Center Charge	(5,200)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers.

# 39 Library—At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Internal Audit Charge	\$ (12,900)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services.
Information Systems Charge	(207,100)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity.
Facilities Maintenance & Security Charge	200	Delivery of facility maintenance and associated security functions
Fleet Management Charge	(20,000)	Delivery of fleet management, fuel services, and maintenance functions.
Postal Service Charge	(2,500)	Delivery of mail across the Metropolitan Government.
Surplus Property Charge	(2,300)	Handling and disposition of surplus property.
<b>Decrease in Special Purpose Fund</b>	<b>(270,700)</b>	
<b>TOTAL</b>	<b>\$(2,292,300)</b> <b>(11.75 FTEs)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Public Library for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	100%	0%	0%
Program Budget Dollars:	100%	0%	0%



# 39 Library—At a Glance



**Reference Information Line of Business** - The purpose of the Reference Information Line of Business is to provide reference assistance & online information products to our customers so they can obtain reliable information anytime, anywhere.

## Ask Your Librarian Program

The purpose of the Ask Your Librarian Program is to provide information and search assistance products to information seekers of all ages so they can have their questions answered.

## Results Narrative

**Proposed Change in Funding:** \$(299,500)

**Proposed Change in FTEs:** (3.00)

**Proposed Change in Performance:** Library hours will be reduced to 40 hours per week for Donelson, Looby, and Pruitt branches. Book Mobile service will be eliminated.

**Other:** The reduction will affect the number of customers who receive information responses.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$2,356,200	\$2,438,604	\$2,499,900	...	\$2,200,400
<b>FTEs:</b>	GSD General Fund	46.62	46.62	44.69	...	41.69
	<b>Total</b>	<b>46.62</b>	<b>46.62</b>	<b>44.69</b>	<b>...</b>	<b>41.69</b>
<b>Results</b>						
Percentage of customers who ask reference questions receive the answers they seek		99%	99%	99%	99%	98%

## Virtual Information Services Program

The purpose of the Virtual Information Services Program is to provide reliable online products to our online customers so they can utilize the resources and information they want anytime from anywhere.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09. We expect the number of online database sessions to remain the same at 145,000 in FY09.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$988,200	\$1,020,457	\$1,046,400	...	\$1,046,400
<b>FTEs:</b>	GSD General Fund	9.65	9.65	9.65	...	9.65
<b>Results</b>						
Per capita customer utilization of online resources		21%	30.3%	22.7%	13.5%	22.7%

# 39 Library—At a Glance



**Library Materials Line of Business** - The purpose of the Library Materials Line of Business is to provide circulating, research and readers advisory products to individuals and the larger community so they can obtain the materials they want.

## Local History and Special Collections Program

The purpose of the Local History and Special Collections Program is to provide historical and specialized research products to our Nashville Room & Metro Archives customers so they can fulfill their specific research needs.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09. The fulfillment rate for research requests should be 96% in FY09. The number of genealogy materials and government records provided will remain the same at 77,000 in FY09.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$570,300	\$500,330	\$518,300	...	\$518,300
<b>FTEs:</b>	GSD General Fund	11.63	11.63	11.63	...	11.63
<b>Results</b>						
Percentage of Nashville Room and Metro Archives customers have their specific research needs fulfilled		99%	98%	98%	96%	96%

## Hands-On Reference Program

The purpose of the Hands-On Reference Program is to provide essential reference products to on-site library users so they can find the materials they want at the time of their visit.

## Results Narrative

**Proposed Change in Funding:** \$(35,400)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The subscription budget will be reduced.

**Other:** Will reduce the number of reference materials provided.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,131,300	\$1,115,276	\$1,134,700	...	\$1,099,300
<b>FTEs:</b>	GSD General Fund	15.65	15.65	15.65	...	15.65
<b>Results</b>						
Percentage of on-site library users who find the materials they want at the time of their visit		94%	93%	94%	94%	94%

## Library Check-out Program

The purpose of the Library Check-out Program is to provide circulating library material products to cardholders so they can receive materials requested in a reasonable timeframe.

## Results Narrative

**Proposed Change in Funding:** \$(506,400)

**Proposed Change in FTEs:** (6.00)

**Proposed Change in Performance:** Library hours will be reduced to 40 hours per week for Donelson, Looby, and Pruitt branches. Temporary services, materials and supplies will be reduced.

**Other:** Will reduce the annual circulation of library materials.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$5,065,800	\$5,234,291	\$5,461,700	...	\$4,955,300
<b>FTEs:</b>	GSD General Fund	122.82	122.82	122.80	...	116.80
<b>Results</b>						
Percentage of cardholders who are able to receive available materials requested within a reasonable timeframe (48 hours)		27.6%	36.5%	40%	55%	30%

# 39 Library—At a Glance



## Engaging the Reader Program

The purpose of the Engaging the Reader Program is to provide readers advisory and enrichment products to current and potential library users so they can enhance their reading experience.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09. Reader's advisory transactions will remain the same at 67,000 in FY09.  
**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$641,400	\$589,646	\$622,600	...	\$622,600
<b>FTEs:</b>	GSD General Fund	11.23	11.23	11.23	...	11.23
<b>Results</b>						
	Per capita checkout of library materials	6.68%	5.5%	7%	3.6%	7%

**Equal Access Line of Business** - The purpose of the Equal Access Line of Business is to provide materials, information & accessibility products to people involved with or experiencing vision, hearing or physical disabilities so they can receive access to library materials, services and programs.

## Equal Access Program

The purpose of the Equal Access Program is to provide materials, information and accessibility products to people involved with or experiencing vision, hearing or physical disabilities so they can receive access to library materials, services and programs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09. The number of Deaf & Hard of Hearing materials provided will remain the same at 11,000 and 14% of persons experiencing hearing disabilities will access Deaf & Hard of Hearing materials and services.  
**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$384,400	\$384,624	\$387,100	...	\$387,100
<b>FTEs:</b>	GSD General Fund	5.80	5.80	5.80	...	5.80
	Special Purpose Fund	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	...	<u>2.00</u>
	<b>Total</b>	7.80	7.80	7.80	...	7.80
<b>Results</b>						
	Percentage of people involved with or experiencing hearing disabilities who receive access to Deaf and Hard of Hearing materials, services and programs	14%	11%	14%	9%	14%

# 39 Library—At a Glance



**Education and Outreach Line of Business** - The purpose of the Education & Outreach Line of Business is to provide educational opportunities, cultural events and public information products to the Nashville Community so they can enjoy life-long learning.

## Public Events Program

The purpose of the Public Events Program is to provide tailored content products to the Nashville community so they can participate in public forums and life-long learning activities.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09. Number of story time presentations should remain the same at 2,500 in FY09.  
**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$919,300	\$928,427	\$969,600	...	\$969,600
<b>FTEs:</b>	GSD General Fund	16.98	16.98	16.98	...	16.98
<b>Results</b>						
Percentage of customer attendance at public forums and life-long learning activities as compared to the library's official population served		36%	31%	40%	23%	40%

## Computer Literacy Program

The purpose of the Computer Literacy Program is to provide hands-on PC instruction products to people lacking essential computer skills so they can use the Internet and perform basic PC operations.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09. Computer instruction classes should remain the same at 72 classes in FY09.  
**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$505,000	\$499,029	\$514,700	...	\$514,700
<b>FTEs:</b>	GSD General Fund	11.21	11.21	11.21	...	11.21
<b>Results</b>						
Percentage of customers attending library instructional classes who acquire new computer literacy skills or improve any existing skills		97%	97%	98%	95%	98%

# 39 Library—At a Glance



## It's Your Library Program

The purpose of the It's Your Library Program is to provide informational and promotional products to individuals and organizations in Davidson County so they can be fully informed of all available library products and services.

## Results Narrative

**Proposed Change in Funding:** \$(27,300)

**Proposed Change in FTEs:** (0.75)

**Proposed Change in Performance:** Library hours will be reduced to 40 hours per week for Donelson, Looby, and Pruitt branches.

**Other:** The percentage of customers visiting the library and the number of Library's outreach programs will be reduced.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$420,900	\$436,218	\$460,300	...	\$433,000
<b>FTEs:</b>	GSD General Fund	7.25	7.25	7.25	...	6.50
	Special Purpose Fund	<u>2.90</u>	<u>2.90</u>	<u>2.90</u>	...	<u>2.90</u>
	Total	10.15	10.15	10.15	...	9.40

### Results

Percentage of individuals who visit the library as a result of promotional materials

38.6%	40.5%	39%	43%	NA
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**Town Square Line of Business** - The purpose of the Town Square Line of Business is to provide gathering space products to the public so they can have a civic meeting place.

## Town Square Program

The purpose of the Town Square Program is to provide community gathering and technical assistance products to individuals and groups so they can have a public place to come together.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09. The number of meeting room sessions provided will also remain the same at 3,900 in FY09.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$194,900	\$237,414	\$241,700	...	\$241,700
<b>FTEs:</b>	GSD General Fund	3.40	3.40	3.40	...	3.40

### Results

Percentage of available hours library meeting spaces are utilized

14%	14.5%	18%	17%	18%
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# 39 Library—At a Glance



**Library Customer Technical Support Line of Business** - The purpose of the Library Customer Technical Support Line of Business is to provide technical support products to library customers so they can enjoy reliable automated library service.

## Library Customer Technical Support Program

The purpose of the Library Customer Technical Support Program is to provide technical support products to library customers so they can enjoy easily accessible automated library service.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09. Automation sessions provided will also remain the same at 13,000,000 in FY09.  
**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$190,500	\$281,557	\$277,700	...	\$277,700
<b>FTEs:</b>	GSD General Fund	3.00	3.00	3.00	...	3.00
<b>Results</b>						
Percentage of library customers who enjoy easily accessible automated library service		97%	96%	95%	96%	95%

**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide administrative support services to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$513,600	\$0	\$117,400	...	\$(928,000)

## Information Technology Program

The purpose of the Information Technology Program is to provide information technology support products to this Metro department so it can efficiently and securely meet its business needs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$1,489,600	\$1,288,443	\$1,666,400	...	\$1,666,400
<b>Results</b>						
Percentage customer satisfaction with quality of IT services		NR	NR	NR	NR	NR

# 39 Library—At a Glance



## Facilities Management Program

The purpose of the Facilities Management Program is to provide operational support products to this Metro department so it can constantly function in a clean and operational work environment.

## Results Narrative

**Proposed Change in Funding:** \$(74,800)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** The reduction will result in decreased custodial and repair and maintenance services.

**Other:** None

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,212,150	\$4,398,646	\$4,254,300	...	\$4,179,500
<b>FTEs:</b> GSD General Fund	38.30	38.30	38.30	...	37.30
<b>Results</b>					
Percentage of customer satisfaction with quality of custodial services	98%	98%	98%	98%	NR

## Human Resources Program

The purpose of the Human Resources Program is to provide employment products to department employees so they can receive their benefits and compensation equitably and accurately.

## Results Narrative

**Proposed Change in Funding:** \$(18,000)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The reduction will decrease staff professional development training.

**Other:** None

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$596,200	\$591,026	\$651,000	...	\$633,000
<b>FTEs:</b> GSD General Fund	6.60	6.60	6.60	...	6.60
<b>Results</b>					
Percentage employee turnover	26.8%	13.4%	NR	NR	NR

## Finance Program

The purpose of the Finance Program is to provide financial management products to this Metro department so it can effectively manage its financial resources.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09. Expect to maintain no more than a 5% variance between budget and expenditures.

**Other:** None

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$310,600	\$293,186	\$321,700	...	\$321,700
<b>FTEs:</b> GSD General Fund	2.85	2.85	2.85	...	2.85
<b>Results</b>					
Percentage of budget variance	2%	1.8%	NR	NR	NR

# 39 Library—At a Glance



## Procurement Program

The purpose of the Procurement Program is to provide purchasing transaction support products to this Metro department so it can obtain needed goods and services in a timely and efficient manner.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09. Will maintain the number of days from requisition to purchase order for delegated transactions at 2 days or less.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$206,300	\$187,427	\$302,600	...	\$302,600
<b>FTEs:</b>	GSD General Fund	3.15	3.15	3.15	...	3.15
<b>Results</b>						
Number of calendar days from requisition to purchase order for delegated transactions		NR	0	NR	NR	NR

## Risk Management Program

The purpose of the Risk Management Program is to provide safety enhancement and risk management products to this Metro department so it can prevent accidents and injuries and effectively respond to accidents and injuries that occur.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09. Will have no more than 75 IOD days in FY09.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$27,100	\$22,528	\$24,800	...	\$24,800
<b>FTEs:</b>	GSD General Fund	.35	.35	.35	...	.35
<b>Results</b>						
Liability claims expenditures per capita		NR	\$0	NR	NR	NR

## Billings and Collections Program

The purpose of the Billings and Collections Program is to provide billing and collection products to this Metro department and Metro Government so they can collect revenues in an efficient, timely manner.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

Program Budget & Performance Summary		2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b>	GSD General Fund	\$21,000	\$20,511	\$21,600	...	\$21,600
<b>FTEs:</b>	GSD General Fund	.35	.35	.35	...	.35
	Special Purpose Fund	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	...	<u>2.00</u>
	Total	2.35	2.35	2.35	...	2.35
<b>Results</b>						
Percentage of revenue collected within 30 days of billing		NR	NR	NR	NR	NR



# 39 Library—At a Glance



## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$(37,300)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** The reduction will decrease staff professional development training.

**Other:** None

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$505,400	\$521,302	\$530,700	...	\$493,400
<b>FTEs:</b> GSD General Fund	5.60	5.60	5.60	...	4.60
<b>Results</b>					
Percentage of departmental key results achieved	85%	0%	85%	85%	NR

# 39 Library—Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	15,171,300	15,234,472	15,787,900	15,055,900
<b>OTHER SERVICES:</b>				
Utilities	1,566,300	1,619,321	1,591,300	1,591,300
Professional and Purchased Services	769,800	806,856	719,800	543,700
Travel, Tuition, and Dues	42,400	42,210	42,400	24,400
Communications	698,600	486,913	693,300	657,900
Repairs and Maintenance Services	482,600	359,440	482,600	442,600
Internal Service Fees	1,725,400	1,724,996	1,889,900	1,279,300
<b>TOTAL OTHER SERVICES</b>	<b>5,285,100</b>	<b>5,039,736</b>	<b>5,419,300</b>	<b>4,539,200</b>
Other Expense	793,750	714,734	818,000	408,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>21,250,150</b>	<b>20,988,942</b>	<b>22,025,200</b>	<b>20,003,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>21,250,150</b>	<b>20,988,942</b>	<b>22,025,200</b>	<b>20,003,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	647,800	665,247	617,000	579,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>647,800</b>	<b>665,247</b>	<b>617,000</b>	<b>579,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>647,800</b>	<b>665,247</b>	<b>617,000</b>	<b>579,000</b>

# 39 Library—Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	313,700	282,550	233,600	265,600
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	39,500	85,435	47,000	39,000
Travel, Tuition, and Dues	2,500	4,507	2,500	2,500
Communications	17,800	11,701	17,800	17,800
Repairs and Maintenance Services	0	761	0	0
Internal Service Fees	0	669	0	0
<b>TOTAL OTHER SERVICES</b>	<b>59,800</b>	<b>103,073</b>	<b>67,300</b>	<b>59,300</b>
Other Expense	929,600	338,392	1,170,000	875,300
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	20,000	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,303,100</b>	<b>744,015</b>	<b>1,470,900</b>	<b>1,200,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>2,000</b>	<b>17,415</b>	<b>2,000</b>	<b>2,000</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,305,100</b>	<b>761,430</b>	<b>1,472,900</b>	<b>1,202,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	18,900	76,395	14,300	8,800
Fed Through Other - Pass Through	0	0	0	0
State Direct	250,300	273,000	273,000	273,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>269,200</b>	<b>349,395</b>	<b>287,300</b>	<b>281,800</b>
Other Program Revenue	1,029,100	544,429	1,183,600	918,400
<b>TOTAL PROGRAM REVENUE</b>	<b>1,298,300</b>	<b>893,823</b>	<b>1,470,900</b>	<b>1,200,200</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>6,800</b>	<b>17,415</b>	<b>2,000</b>	<b>2,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,305,100</b>	<b>911,238</b>	<b>1,472,900</b>	<b>1,202,200</b>

# 39 Library—Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	2	2.00	2	2.00	2	2.00
Admin Svcs Mgr	07242	SR1300	0	0.00	1	1.00	1	1.00
Admin Svcs Officer 2	07243	SR0800	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	4	4.00	4	4.00	4	4.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	1	1.00	1	1.00
Archives Asst 1	07763	SR0400	4	2.16	4	2.16	4	2.16
Archives Asst 2	07764	SR0500	2	2.00	2	2.00	2	2.00
Archives Asst 3	07765	SR0600	1	1.00	1	1.00	1	1.00
Archivist	06802	SR1200	1	1.00	1	1.00	1	1.00
Bldg Maint Mechanic	02220	TG0800	1	1.00	1	1.00	1	1.00
Bldg Maint Supt	00842	TS1300	1	1.00	1	1.00	1	1.00
Bldg Maint Supv	07256	TS1100	1	1.00	1	1.00	1	1.00
Bldg Maint Worker	07257	TG0400	2	2.00	2	2.00	2	2.00
Circulation Asst 1	02900	SR0400	36	33.05	38	33.53	36	31.53
Circulation Asst 2	07767	SR0500	29	28.50	29	29.00	29	29.00
Circulation Supv	07768	SR0600	6	6.00	6	6.00	6	6.00
Custodial Svcs Supv	05460	TS0300	2	2.00	2	2.00	2	2.00
Custodian 1	07280	TG0300	22	22.00	22	22.00	21	21.00
Custodian 2	02630	TG0500	1	1.00	1	1.00	1	1.00
Equip Operator 1	06826	TG0500	5	5.00	5	5.00	5	5.00
Finance Officer 3	10152	SR1200	1	1.00	0	0.00	0	0.00
Human Resources Analyst 2	03455	SR1000	1	1.00	1	1.00	1	1.00
Human Resources Analyst 3	06874	SR1200	1	1.00	1	1.00	1	1.00
Human Resources Asst 1	01472	SR0600	1	1.00	1	1.00	1	1.00
Human Resources Mgr	06531	SR1400	1	1.00	1	1.00	1	1.00
Indust Electrician 1	06224	TG1200	1	1.00	1	1.00	1	1.00
Info Systems App Analyst 1	07779	SR1000	2	2.00	1	1.00	1	1.00
Info Systems App Analyst 2	07780	SR1100	2	2.00	4	4.00	4	4.00
Librarian 1	02890	SR0900	33	32.50	33	32.50	30	29.50
Librarian 2	07323	SR1000	14	14.00	14	14.00	14	14.00
Librarian 3	04620	SR1100	7	7.00	5	5.00	5	5.00
Library Admin	06847	SR1400	5	5.00	5	5.00	5	5.00
Library Assoc 1	04630	SR0600	50	48.83	49	47.83	47	45.83
Library Assoc 2	02901	SR0700	11	0.50	11	10.50	11	10.50
Library Assoc 3	10116	SR0900	2	2.00	2	2.00	2	2.00
Library Mgr 1	07793	SR1100	9	9.00	9	9.00	9	9.00
Library Mgr 2	05300	SR1200	8	8.00	9	9.00	9	9.00
Library Mgr 3	04855	SR1300	8	8.00	8	8.00	8	8.00
Library Page	05070	SR0200	39	19.47	39	19.47	37	18.47
Library Performing Artist 1	05996	SR0500	1	1.00	1	1.00	1	1.00
Library Performing Artist 2	05995	SR0700	1	1.00	1	1.00	1	1.00
Library Services Dir	01070	DP0200	1	1.00	1	1.00	1	1.00
Museum Spec 2	03200	SR0700	1	1.00	0	0.00	0	0.00
Office Support Mgr	10119	SR0900	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10120	SR0400	3	3.00	3	3.00	1	1.25
Office Support Rep 2	10121	SR0500	5	5.00	4	4.00	3	3.00
Office Support Rep 3	10122	SR0600	5	5.00	5	5.00	5	5.00

# 39 Library—Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
Office Support Spec 1	10123	SR0700	2	2.00	4	4.00	4	4.00
Program Mgr 2	07377	SR1200	1	1.00	1	1.00	1	1.00
Program Spec 2	07379	SR0800	1	1.00	1	1.00	1	1.00
Property Guard 2	04725	SR0500	4	4.00	4	4.00	4	4.00
Radio Announcer	04030	SR0700	3	2.50	3	2.50	3	2.50
Radio Program Mgr	04038	SR1000	1	1.00	0	0.00	0	0.00
Security Officer Coord	07798	SR0900	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>348</b>	<b>320.51</b>	<b>349</b>	<b>320.49</b>	<b>336</b>	<b>308.74</b>
<b>Library Services 30401</b>								
Librarian 1	02890	SR0900	1	1.00	1	1.00	1	1.00
Library Assoc 1	04630	SR0600	1	1.00	1	1.00	1	1.00
Library Page	05070	SR0200	5	1.90	5	1.90	5	1.90
Office Support Rep 2	10121	SR0500	4	1.93	0	0.00	0	0.00
Office Support Spec 1	10123	SR0700	1	1.00	1	1.00	1	1.00
Program Spec 2	07379	SR0800	1	1.00	1	1.00	1	1.00
Program Supv	07381	SR1000	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>14</b>	<b>8.83</b>	<b>10</b>	<b>6.90</b>	<b>10</b>	<b>6.90</b>
<b>Department Totals</b>			<b>362</b>	<b>329.34</b>	<b>359</b>	<b>327.39</b>	<b>346</b>	<b>315.64</b>

# 40 Parks & Recreation-At a Glance



Budget Summary	2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>			
GSD General Fund	\$33,932,440	\$36,300,700	\$31,493,000
Special Purpose Fund	2,884,128	2,915,300	2,486,700
<b>Total Expenditures and Transfers</b>	<b>\$36,816,568</b>	<b>\$39,216,000</b>	<b>\$33,979,700</b>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$ 9,286,400	\$10,109,200	\$ 8,947,600
Other Governments and Agencies	765,228	911,600	481,700
Other Program Revenue	570,300	464,500	413,400
<b>Total Program Revenue</b>	<b>\$10,621,928</b>	<b>\$11,485,300</b>	<b>\$ 9,842,700</b>
Non-program Revenue	237,300	240,300	240,000
Transfers From Other Funds and Units	500,000	500,000	0
<b>Total Revenues</b>	<b>\$11,359,228</b>	<b>\$12,225,600</b>	<b>\$10,082,700</b>
<b>Positions</b>			
Total Budgeted Positions	1,213	1,240	1,105
<b>Contacts</b>	Director of Parks & Recreation: Roy E. Wilson Assistant Director for Finance: James A. Gray		email: roy.wilson@nashville.gov email: james.gray@nashville.gov
	Centennial Park 37203		Phone: 862-8400 FAX: 862-8414

## Line of Business and Program

### Facilities Management and Development

- Planning and Development
- Parks and Facilities Maintenance
- Parks Usage Permits
- Greenways
- Golf Course Turf Management

### Recreational Enhancement

- Facility Admissions
- Retail

### Park Police

- Metro Park Police

### Community Recreation

- Recreation Center
- Sports Skills
- Organized Sports and Athletics
- Special Events
- Fitness and Wellness

### Community Outreach and Resource Development

- Community Information and Outreach
- Partnerships

### Natural and Cultural Resources

- Arts and History
- Natural Resources

### Support Services

- Non-allocated Financial Transactions
- Information Technology
- Human Resources and Payroll
- Finance and Accounting
- Procurement
- Records Management
- Executive Leadership
- Safety Management



# 40 Parks & Recreation-At a Glance



<p><b>Mission</b></p>	<p>It is the mission of the Metropolitan Board of Parks and Recreation to provide every citizen of Nashville and Davidson County with an equal opportunity for safe recreational and cultural activities within a network of parks and greenways that preserves and protects the region's natural resources.</p>
<p><b>Goals</b></p>	<p>By June 30, 2007, citizens will experience a 3% increase in the number of recreational, cultural, and environmental opportunities provided, as a result of continued partnerships throughout the community.</p> <ul style="list-style-type: none"> <li>• 1% supplemental resources towards parks programs and projects</li> </ul> <p>By June 30, 2007, Metro Parks employees will experience a supportive work environment where empowerment is encouraged and professional opportunities are available for all employees as evidenced by:</p> <ul style="list-style-type: none"> <li>• 10% who participate in worksite wellness</li> <li>• 25% who participate in professional development opportunities</li> <li>• 2% decrease in employee turnover</li> <li>• 95% of employees who say they are satisfied with work environment</li> <li>• 10% decrease in absenteeism</li> <li>• 75% of parks customers who receive excellent customer service (establish target group)</li> </ul> <p>By June 30, 2007, customers will be offered a wider array of culturally diverse and age appropriate recreational opportunities as evidenced by:</p> <ul style="list-style-type: none"> <li>• 2% increase in such events (Events such as theater productions, concerts, sports tournaments, etc.)</li> <li>• 5% increase participation of culturally diverse people in such events</li> <li>• 2% increase in communication tools to specific targeted groups</li> </ul> <p>By June 30, 2007, customers will continue to experience clean and safe parks, innovative programs and services, under-friendly facilities, and an expanding parks system as evidenced by:</p> <ul style="list-style-type: none"> <li>• 5% reduction in liability claims</li> <li>• 5% increase in parks programs</li> <li>• 5% in participation in programs</li> <li>• 3% in miles of trails (per Master Plan)</li> <li>• 0.05% increase in acres of land (per Master Plan)</li> <li>• 5 new facilities (per Master Plan)</li> <li>• 95% of time we meet established staffing ratios</li> <li>• 3% decrease in acreage/population ratio (per Master Plan)</li> </ul> <p>By June 30, 2009, customers and employees will experience increase efficiency and satisfaction through better use of technology, including web-based services and point of sale management systems as evidenced by:</p> <ul style="list-style-type: none"> <li>• 10% reduction in registration time</li> <li>• 10% decrease in reporting time</li> <li>• 15% decrease in revenue collection time</li> <li>• 5% increase in revenue collection</li> <li>• 100% increase of web-based commerce</li> <li>• 25% of reservations made on-line</li> </ul>

# 40 Parks & Recreation-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Parks and Facilities Maintenance</b>	\$ (830,000) (19.92 FTEs)	The reduction will result in a reduced level of maintenance to park grounds, a decreased paint and graffiti removal crew, and limited landscape maintenance
<b>Parks Usage Permits</b>	(35,800) (0.80 FTEs)	The reduction eliminates a Recreation Leader position at Hamilton Creek Marina
<b>Golf Course Turf Management</b>	(35,300) (1.00 FTEs)	The reduction will result in reduced operating hours at facilities to be determined by the Parks Board
<b>Facility Admissions</b>	(374,000) (16.70 FTEs)	The reduction will permanently close Cleveland swimming pool. Sportsplex concessions will be leased to an outside vendor, and reduced operating hours at Wave Country, Sportsplex Aquatics facility, and other facilities to be determined by the Parks Board
<b>Retail</b>	(224,000) (12.36 FTEs)	The reduction will result in decreased Parthenon administrative support, lease of concession operations at Sportsplex and Wave Country to outside vendors, lease of Sportsplex Tennis Center, and reduced operating hours at Wave Country and other facilities to be determined by the Parks Board
<b>Community Recreation</b>	(419,300) (11.25 FTEs)	The reduction will decrease Fort Negley Visitor Center support staff as well as general recreation and community recreation programs offered in community centers
<b>Sports Skills</b>	(167,200) (4.17 FTEs)	The reduction will result in several community centers being managed at the regional level, leasing of the Sportsplex Tennis Center, reduced hours of Sportsplex Aquatics program
<b>Organized Sports and Athletics</b>	(55,000) (0.90 FTEs)	The reduction will eliminate a Recreation Leader position and reduce general recreation and community recreation programs
<b>Special Events</b>	(59,000) (1.00 FTEs)	The reduction will reduce general recreation and community recreation programs in some community centers
<b>Fitness and Wellness</b>	(66,300) (1.35 FTEs)	The reduction will result in reduced general recreation and community recreation programs, as well as decreased operations of fitness programs and services within the same facilities.



# 40 Parks & Recreation-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Partnerships</b>	\$ (11,200) (0.30 FTEs)	The reduction will result in a decrease of programs, visitor services, and hours of operation
<b>Arts and History</b>	(115,800) (2.04 FTEs)	The reduction will reduce administrative support in several facilities where this program is administered. This would include the Parthenon and the Fort Negley Visitors' Center. It would also impact the visual arts and theater programs offered by the department.
<b>Natural Resources</b>	(190,000) (4.70 FTEs)	The reduction will result in decreased Nature Centers programs, visitor services, and hours of operation
<b>Executive Leadership</b>	(118,500)	The reduction will result in a decreased budget primarily used for administrative related expenses.
<b>Non-allocated Financial Transactions</b>		
Pay Plan Adjustment	115,300	Supports the hiring and retention of a qualified workforce
Fringe Benefit Savings	(493,500)	Savings realized through reduced cost for fringe benefits
Elimination of Safety & Risk Management Premiums	(915,100)	Eliminate charge for coverage of safety and risk management premiums and activities
Finance Charge	(240,900)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(287,000)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(21,300)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(137,700)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(9,300)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(25,000)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services

# 40 Parks & Recreation-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Information Systems Charge	\$ 24,200	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	2,000	Delivery of facility maintenance and associated security functions
Fleet Management Charge	(111,900)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(9,100)	Delivery of mail across the Metropolitan Government
Radio Service Charge	5,900	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(2,900)	Handling and disposition of surplus property
Decrease in Special Purpose Funds	(428,600)	
TOTAL	\$(5,236,300) (76.49 FTEs)	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Board of Parks and Recreation for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	76%	12%	12%
Program Budget Dollars:	73%	10%	17%

# 40 Parks & Recreation-At a Glance



**Facilities Management and Development Line of Business** - The purpose of the Facilities Management and Development Line of Business is to provide parkland and recreational facility products to residents and visitors of Nashville so they can experience safe, clean, and enhanced facilities to recreate in the activity of their choosing.

## Planning and Development Program

The purpose of the Planning and Development Program is to provide recreational facilities and land products to residents and visitors of Nashville so they can recreate in a greater number and variety of new or enhanced facilities as recommended by the Parks Master Plan.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** The current level of funding is required in order to continue implementation of the Parks and Greenways Master Plan to meet the recreational needs of the citizens of Nashville-Davidson County.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$83,200	\$138,406	\$113,000	...	\$113,000
<b>FTEs:</b> GSD General Fund	0.80	0.80	0.80	...	0.80
<b>Results</b> Percentage change of facilities funded, planned, and completed as recommended in the Parks Master Plan	NA	6.25%	90%	(5.6)%	0%

## Parks and Facilities Maintenance Program

The purpose of the Parks and Facilities Maintenance Program is to provide maintenance and repair products to facility operators so they can provide safe, clean and well-maintained facilities and parks for patrons.

## Results Narrative

**Proposed Change in Funding:** \$(830,000)

**Proposed Change in FTEs:** (19.92)

**Proposed Change in Performance:** Reduce the level of maintenance to park grounds, decrease the paint and graffiti removal crew, and limit the landscape maintenance.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$12,730,540	\$12,831,356	\$13,064,200	...	\$12,234,200
<b>FTEs:</b> GSD General Fund	165.28	165.28	160.07	...	140.15
<b>Results</b> Percentage of parks and facilities that are safe, clean and well maintained	NA	91 %	90%	88%	80%

## Parks Usage Permits Program

The purpose of the Parks Usage Permits Program is to provide controlled fields, facilities (indoor/outdoor), and open space permits to residents and visitors of Nashville so they can reserve space for their desired purpose.

## Results Narrative

**Proposed Change in Funding:** \$(35,800)

**Proposed Change in FTEs:** (0.80)

**Proposed Change in Performance:** Eliminate a Recreation leader position at Hamilton Creek Marina.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$412,100	\$469,860	\$417,100	...	\$381,300
<b>FTEs:</b> GSD General Fund	15.47	15.47	14.57	...	13.77
<b>Results</b> Percentage of permits approved for the requested purpose	NA	NC	100%	NA	100%

## Greenways Program

The purpose of the Greenways Program is to plan and provide a variety of passive recreation and alternative transportation products to residents of Nashville so they can experience convenient, multi-use trails and open spaces within 2 miles of their neighborhood.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** The current level of funding now in place is required to assure that Metro Parks' customers continue to receive recreational land and trails as recommended in the 2002 Parks & Greenways Master Plan.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$207,000	\$194,560	\$211,400	...	\$211,400
<b>FTEs:</b> GSD General Fund	2.60	2.60	2.60	...	2.60
<b>Results</b>					
Percentage of residential neighborhoods within 2 miles of a greenway	NA	59.5%	92.1%	59.3%	59.3%

## Golf Course Turf Management Program

The purpose of the Turf Management Program is to provide golf course turf care products to golf course managers so they can provide a well-groomed and playable golf course to the public.

## Results Narrative

**Proposed Change in Funding:** \$(35,300)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** The reduction will result in reduced operating hours at facilities to be determined by the Parks Board.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,303,100	\$2,579,200	\$2,728,200	...	\$2,692,900
<b>FTEs:</b> GSD General Fund	63.27	63.27	66.27	...	65.27
<b>Results</b>					
Percentage of well-groomed playable golf courses	NA	NC	90%	94.4%	88%

# 40 Parks & Recreation-At a Glance



**Recreational Enhancement Line of Business** - The purpose of the Recreational Enhancement Line of Business is to provide facility admissions and retail products to members, residents and visitors of Nashville so they can have an enriched recreational experience at Metro Park Facilities.

## Facility Admissions Program

The purpose of the Facility Admissions Program is to provide membership and admission products to residents and visitors of Nashville so they can utilize various Parks facilities at an established rate.

## Results Narrative

**Proposed Change in Funding:** \$(374,000)

**Proposed Change in FTEs:** (16.70)

**Proposed Change in Performance:** The reduction will permanently close Cleveland swimming pool. Sportsplex concessions will be leased to an outside vendor, and reduced operating hours at Wave Country, Sportsplex Aquatics facility and other facilities to be determined by the Parks Board.

**Other:** Customers of Cleveland Pool will be able to use East Regional Center's Indoor Pool and Spray Park.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,594,000	\$2,422,941	\$2,377,600	...	\$2,003,600
<b>FTEs:</b> GSD General Fund	97.50	97.50	102.49	...	85.79
<b>Results</b>					
Percentage change in admission at targeted facilities	NA	NR	3%	NA	1%

## Retail Program

The purpose of the Retail Program is to provide concession and apparel products to Park Patrons so they can experience an enhanced visit through the purchase of convenience items.

## Results Narrative

**Proposed Change in Funding:** \$(224,000)

**Proposed Change in FTEs:** (12.36)

**Proposed Change in Performance:** The reduction will result in decreased Parthenon administrative support, lease of concession operations at Sportsplex and Wave Country to outside vendors, lease of Sportsplex Tennis Center, and reduced operating hours at Wave Country and other facilities to be determined by the Parks Board.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$722,400	\$756,473	\$805,000	...	\$581,000
<b>FTEs:</b> GSD General Fund	19.59	19.59	19.59	...	7.23
<b>Results</b>					
Percentage change in gross annual retail sales	NA	8%	10%	3.55%	3%

# 40 Parks & Recreation-At a Glance



**Metro Park Police Line of Business** - The purpose of the Metro Park Police Line of Business is to provide safety and security products to park visitors so they can recreate in a safe environment.

## Metro Park Police Program

The purpose of the Metro Park Police Program is to provide safety and security products to park visitors so they can recreate in a safe environment.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** A 5% reduction in the crime rate is expected in FY09.

**Other:** The current level of funding is needed to realize a reduction in the program result measure of percent change in crime rate in Metro Parks.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,717,000	\$1,612,753	\$1,761,400	...	\$1,761,400
<b>FTEs:</b> GSD General Fund	22.90	22.90	22.90	...	22.90
<b>Results</b>					
Percentage change in crime rate in Metro Parks	NA	NR	(2.46)%	52.1%	(5)%

**Community Recreation Line of Business** - The purpose of the Community Recreation Line of Business is to provide age and needs appropriate skill development, sports, exercise, and entertainment products to residents and visitors of Nashville so they can use their leisure time to pursue the recreational activities of their choice.

## Recreation Center Program

The purpose of the Community Based Recreation Program is to provide diverse recreation activity products to residents of Nashville so they can experience recreation based on individual, family, cultural, economic and neighborhood needs.

## Results Narrative

**Proposed Change in Funding:** \$(419,300)

**Proposed Change in FTEs:** (11.25)

**Proposed Change in Performance:** Will decrease Fort Negley Visitor Center support staff as well as general recreation and community recreation programs offered in community centers.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,445,100	\$2,887,113	\$3,604,000	...	\$3,184,700
<b>FTEs:</b> GSD General Fund	54.11	54.11	80.64	...	69.39
<b>Results</b>					
Percentage change in per capita participation in community programs	NA	10.4%	50%	(10)%	3%

### Sports Skills Program

The Purpose of the Sports Skills Program is to provide Skill Development products to residents and visitors of Nashville so they can improve proficiency in sports activities.

### Results Narrative

**Proposed Change in Funding:** \$(167,200)

**Proposed Change in FTEs:** (4.17)

**Proposed Change in Performance:** The reduction will result in several community centers being managed at the regional level, leasing of the Sportsplex Tennis Center, reduced hours of Sportsplex Aquatics program.

**Other:** Though the general program will receive a reduction in funding, the measure for this program is not based on funding, but proficiency of participants. Therefore, we expect to improve the result in FY09.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$906,500	\$983,795	\$1,052,600	...	\$885,400
<b>FTEs:</b> GSD General Fund	21.59	21.59	21.59	...	17.42

### Results

Percentage of customers who improve proficiency in sports activities

NA	86.9%	80%	73.8%	85%
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### Organized Sports and Athletics Program

The Purpose of the Organized Sports and Athletics Program is to provide Recreational and Competitive Sports products to residents and visitors of Nashville of various ages and ability levels so they can have the opportunity to participate in individual or team sports.

### Results Narrative

**Proposed Change in Funding:** \$(55,000)

**Proposed Change in FTEs:** (0.90)

**Proposed Change in Performance:** The reduction will eliminate a Recreation Leader position and reduce general recreation and community recreation programs.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$845,600	\$1,085,704	\$1,095,600	...	\$1,040,600
<b>FTEs:</b> GSD General Fund	74.40	74.40	74.40	...	73.50

### Results

Percentage change in per capita participation in sports leagues

NA	0.18%	0.1%	8.6%	NR
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## Special Events Program

The purpose of the Special Events Program is to provide Educational and Entertainment products to residents and visitors of Nashville so they can participate in a variety of entertainment options.

## Results Narrative

**Proposed Change in Funding:** \$(59,000)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** Will reduce general recreation and community recreation programs in some community centers.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$762,900	\$962,868	\$941,600	...	\$882,600
<b>FTEs:</b> GSD General Fund	13.54	13.54	13.54	...	12.54
<b>Results</b>					
Percentage change in customers who participate in a variety of community special events	NA	6%	36.2%	27%	27%

## Fitness and Wellness Program

The purpose of the Fitness and Wellness Program is to provide exercise products to residents and visitors of Nashville so they can realize the benefit of a healthy lifestyle.

## Results Narrative

**Proposed Change in Funding:** \$(66,300)

**Proposed Change in FTEs:** (1.35)

**Proposed Change in Performance:** Will result in reduced general recreation and community recreation programs, as well as decreased operations of fitness programs and services within the same facilities.

**Other:** Though the general program will receive a reduction in funding, the areas that will be specifically impacted are the community center fitness areas. The measure for this program focuses on the Sportsplex fitness area. Therefore no change is expected in performance.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$940,900	\$902,897	\$946,000	...	\$879,700
<b>FTEs:</b> GSD General Fund	24.53	24.53	24.53	...	23.18
<b>Results</b>					
Percentage of program participants realizing the benefit of a healthy lifestyle	NA	91%	95%	98.5%	95%



# 40 Parks & Recreation-At a Glance



**Community Outreach and Resource Development Line of Business** - The purpose of the Community Outreach and Resource Development Line of Business is to provide information, education, volunteering, and partnership opportunity products to organizations, residents, and visitors so they can benefit from and/or contribute to and enhanced Parks and Recreational system.

## Community Information and Outreach Program

The purpose of the Community Information and Outreach Program is to provide information and education products to residents and visitors of Nashville so they can be informed of the opportunity to participate in recreational, cultural and educational activities.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** The proposed budget will result in a decrease in performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$806,800	\$100,635	\$122,000	...	\$122,000
<b>FTEs:</b> GSD General Fund	15.95	15.95	15.95	...	15.95
<b>Results</b>					
Percentage of participants that were made aware of the activities through outreach products	NA	81.2%	100%	20%	80%

## Partnerships Program

The purpose of the MVP (Metro Parks Volunteer and Partnership) Program is to provide volunteer and funding support products to individuals, non-profits, businesses and government agencies in the greater Nashville area so they can benefit from and/or contribute to an enhanced Parks program.

## Results Narrative

**Proposed Change in Funding:** \$(11,200)  
**Proposed Change in FTEs:** (0.30)  
**Proposed Change in Performance:** Reduction will result in decreased programs, visitor services, and hours of operation.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$253,400	\$204,173	\$271,400	...	\$260,200
<b>FTEs:</b> GSD General Fund	3.00	3.00	3.30	...	3.00
<b>Results</b>					
Percentage of supplemental resources provided to parks programs and projects over general budget	NA	.01%	2.6%	1.19%	1%

# 40 Parks & Recreation-At a Glance



**Natural and Cultural Resources Line of Business** – The purpose of the Natural and Cultural Resources Line of Business is to provide environmental and cultural, education and recreation products to residents and visitors of Nashville so they can visit and participate in activities related to natural resource management, history, and cultural arts.

## Arts and History Program

The purpose of the Arts and History Program is to provide museum, history and art products to residents and visitors of Nashville so they can visit cultural and historic sites and experience and/or participate in cultural arts programming.

## Results Narrative

**Proposed Change in Funding:** \$(115,800)

**Proposed Change in FTEs:** (2.04)

**Proposed Change in Performance:** Reduction will reduce administrative support in several facilities, including the Parthenon and the Fort Negley Visitors' Center. It would also impact the visual arts and theater programs offered.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,255,200	\$1,322,276	\$1,348,300	...	\$1,232,500
<b>FTEs:</b> GSD General Fund	20.28	20.28	20.28	...	18.24
<b>Results</b>					
Per capita participation in cultural arts programming	NA	33%	NR	0.2	.35

## Natural Resources Program

The purpose of the Natural Resources Program is to provide resource management & protection, environmental education and outdoor recreation products to residents and visitors of Nashville so they can participate in natural resource programs and experience protected natural areas.

## Results Narrative

**Proposed Change in Funding:** \$(190,000)

**Proposed Change in FTEs:** (4.70)

**Proposed Change in Performance:** Reduction will result in decreased Nature Center's programs, visitor services, and hours of operation.

**Other:** School field trips, public programs, camping programs for inner city youth, urban nature program, scout programs, family programs, pre-school programs, partnership programs, and volunteer programs will be reduced.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$384,400	\$438,791	\$819,900	...	\$629,900
<b>FTEs:</b> GSD General Fund	6.56	6.56	9.26	...	4.56
<b>Results</b>					
Per capita participation in environmental education and outdoor recreation programs	NA	.03	NR	0	.02

# 40 Parks & Recreation-At a Glance



**Support Services Line of Business** – The purpose of the Support services Line of Business is to provide administrative support services to all of the Parks and Recreation Department divisions so they can effectively and efficiently deliver results to customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan/fringe amounts, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Results Narrative

**Proposed Change in Funding:** \$(2,223,700)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:**  
**Other:**

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$649,000	\$1,287	\$23,500	...	\$(2,200,200)

## Information Technology Program

The purpose of the Information Technology Program is to provide information technology support products to this Metro department so it can efficiently and securely meet its business needs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$848,600	\$848,031	\$860,100	...	\$860,100
<b>FTEs:</b> GSD General Fund	1.00	1.00	1.00	...	1.00

### Results

Percentage customer satisfaction with quality of IT services	NA	90.6%	85%	95%	100%
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## Human Resources and Payroll Program

The purpose of the Human Resources and Payroll Program is to provide employment products to department employees so they can receive their benefits and compensation equitably and accurately.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$458,400	\$483,088	\$453,600	...	\$453,600
<b>FTEs:</b> GSD General Fund	2.30	2.30	2.30	...	2.30

### Results

Percentage employee turnover	NA	6.4%	2.5%	0%	.04%
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# 40 Parks & Recreation-At a Glance



## Finance and Accounting Program

The purpose of the Finance Program is to provide financial management products to the Parks and Recreation Department so it can effectively manage its financial resources.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$622,600	\$675,136	\$697,900	...	\$697,900
<b>FTEs:</b> GSD General Fund	4.10	4.10	4.10	...	4.10
<b>Results</b>					
Percentage budget variance	NA	.9%	100%	(1.2)%	0%

## Procurement Program

The purpose of the Procurement Program is to provide purchasing transaction support products to the Parks and Recreation Department so it can obtain needed goods and services in a timely and efficient manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$179,000	\$227,061	\$228,600	...	\$228,600
<b>FTEs:</b> GSD General Fund	4.30	4.30	4.30	...	4.30
<b>Results</b>					
Number of calendar days from requisition to purchase order for delegated transactions	NA	7	7	NR	NA

## Records Management Program

The purpose of the Records Management Program is to provide record management products to the Parks and Recreation Department so it can manage records compliant with legal and policy requirements.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$34,800	\$0	\$33,400	...	\$33,400
<b>FTEs:</b> GSD General Fund	1.00	1.00	1.00	...	1.00
<b>Results</b>					
Percentage of records managed in compliance with legal and policy requirements	NA	100%	100%	100%	100%

## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to the Parks and Recreation Department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$(118,500)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Reduction will result in decreased budget primarily used for administrative related expenses administrative related expenses.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$743,600	\$831,489	\$1,288,000	...	\$1,169,500
<b>FTEs:</b> GSD General Fund	6.10	6.10	6.10	...	6.10
<b>Results</b>					
Percentage of departmental key results achieved	NA	0%	100%	NR	100%

## Safety Management Program

The purpose of the Safety Management Program is to provide safety enhancement and risk management products to the Parks and Recreation Department so it can prevent accidents and injuries and effectively respond to accidents and injuries that occur.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,026,300	\$972,483	\$1,036,300	...	\$1,036,300
<b>FTEs:</b> GSD General Fund	2.30	2.30	2.30	...	2.30
<b>Results</b>					
Number of hours lost due to accidents	NA	5,973	3,279	1,269.5	3,000

# 40 Parks & Recreation-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	24,113,600	23,923,250	25,956,500	23,016,100
<b>OTHER SERVICES:</b>				
Utilities	2,896,800	2,945,325	3,037,600	3,027,400
Professional and Purchased Services	545,600	609,023	859,100	740,600
Travel, Tuition, and Dues	61,000	59,134	54,100	54,100
Communications	348,600	355,691	374,500	374,500
Repairs and Maintenance Services	322,640	210,634	205,100	205,100
Internal Service Fees	3,037,400	3,018,024	3,089,400	2,276,400
<b>TOTAL OTHER SERVICES</b>	<b>7,212,040</b>	<b>7,197,831</b>	<b>7,619,800</b>	<b>6,678,100</b>
Other Expense	2,589,800	2,764,622	2,465,100	1,539,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	17,000	21,950	17,000	17,000
<b>TOTAL OPERATING EXPENSE</b>	<b>33,932,440</b>	<b>33,907,653</b>	<b>36,058,400</b>	<b>31,250,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>24,723</b>	<b>242,300</b>	<b>242,300</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>33,932,440</b>	<b>33,932,375</b>	<b>36,300,700</b>	<b>31,493,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	7,737,800	6,823,537	8,559,600	7,344,600
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	11,400	10,400	11,400
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>11,400</b>	<b>10,400</b>	<b>11,400</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>7,737,800</b>	<b>6,834,937</b>	<b>8,570,000</b>	<b>7,356,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	5,000	5,102	5,000	5,000
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	232,300	231,297	235,300	235,000
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>237,300</b>	<b>236,399</b>	<b>240,300</b>	<b>240,000</b>
<b>Transfers From Other Funds and Units</b>	<b>500,000</b>	<b>474,674</b>	<b>500,000</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>8,475,100</b>	<b>7,546,010</b>	<b>9,310,300</b>	<b>7,596,000</b>

# 40 Parks & Recreation-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	839,500	593,504	738,800	698,800
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	37,697	45,266	19,900	0
Travel, Tuition, and Dues	14,416	14,775	6,000	0
Communications	0	0	5,800	5,800
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	8,800	4,942	4,000	0
<b>TOTAL OTHER SERVICES</b>	<b>60,913</b>	<b>64,983</b>	<b>35,700</b>	<b>5,800</b>
Other Expense	956,187	732,658	914,300	958,500
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	528,000	25,207	728,000	328,000
<b>TOTAL OPERATING EXPENSE</b>	<b>2,384,600</b>	<b>1,416,352</b>	<b>2,416,800</b>	<b>1,991,100</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>499,528</b>	<b>885,777</b>	<b>498,500</b>	<b>495,600</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,884,128</b>	<b>2,302,129</b>	<b>2,915,300</b>	<b>2,486,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	1,548,600	1,767,623	1,549,600	1,603,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	34,100	-257	24,600	17,500
Fed Through State Pass-Through	128,000	0	128,000	128,000
Fed Through Other - Pass Through	0	0	0	0
State Direct	535,100	410,295	728,600	324,800
Other Government Agencies	68,028	36,395	20,000	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>765,228</b>	<b>446,433</b>	<b>901,200</b>	<b>470,300</b>
Other Program Revenue	570,300	293,986	464,500	413,400
<b>TOTAL PROGRAM REVENUE</b>	<b>2,884,128</b>	<b>2,508,042</b>	<b>2,915,300</b>	<b>2,486,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>1,444</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>2,884,128</b>	<b>2,509,486</b>	<b>2,915,300</b>	<b>2,486,700</b>

# 40 Parks & Recreation-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>								
Admin Asst	07241	SR0900	3	3.00	3	3.00	3	3.00
Admin Spec	07720	SR1100	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	3	3.00	3	3.00	3	3.00
Admin Svcs Officer 4	07245	SR1200	1	1.00	1	1.00	1	1.00
Application Tech 1	10100	SR0700	2	2.00	2	2.00	2	2.00
Aquatics Coord	06801	SR0900	1	1.00	3	3.00	3	3.00
Automotive Mechanic	00680	TG1000	1	1.00	1	1.00	1	1.00
Bldg & Grnds Electrician	01770	TG1200	3	3.00	3	3.00	3	3.00
Bldg Maint Lead Mechanic	02230	TL1000	2	2.00	2	2.00	2	2.00
Bldg Maint Supt	00842	TS1300	1	1.00	1	1.00	1	1.00
Carpenter 1	00960	TG1000	3	3.00	3	3.00	3	3.00
Carpenter 2	00970	TL1000	1	1.00	1	1.00	1	1.00
Concessions Clerk 1	06084	SR0400	18	8.13	18	8.13	18	8.13
Concessions Clerk 2	06085	SR0500	9	8.50	9	8.50	8	8.00
Concessions Supv	06816	SR0800	1	1.00	1	1.00	1	1.00
Custodial Svcs Asst Supv	05450	TS0200	5	5.00	5	5.00	5	5.00
Custodian 1	07280	TG0300	32	25.89	28	24.68	28	24.68
Custodian 2	02630	TG0500	0	0.00	1	1.00	1	1.00
Facilities Mgr	06830	SR1200	2	2.00	3	3.00	3	3.00
Facility Coord	07040	SR1100	6	5.00	6	6.00	6	6.00
Finance Officer 2	10151	SR1000	1	1.00	1	1.00	1	1.00
Finance Officer 3	10152	SR1200	1	1.00	1	1.00	1	1.00
Golf Course Asst Mgr	00451	SR0900	5	5.00	5	5.00	5	5.00
Golf Course Mgr	02280	SR1100	5	5.00	5	5.00	5	5.00
Greenskeeper 2	06077	TS0700	5	5.00	5	5.00	5	5.00
Maint & Repair District Supv	07324	TS1100	6	6.00	6	6.00	6	6.00
Maint & Repair Leader 1	07325	TL0700	20	20.00	19	19.00	19	19.00
Maint & Repair Leader 2	07326	TL0900	1	1.00	1	1.00	1	1.00
Maint & Repair Supv	07327	TS0800	7	7.00	7	7.00	7	7.00
Maint & Repair Worker 1	02799	TG0300	39	31.24	36	28.24	36	28.24
Maint & Repair Worker 2	07328	TG0400	48	46.30	50	48.30	50	48.30
Maint & Repair Worker 3	07329	TG0600	33	33.00	33	33.00	33	33.00
Masonry Worker	03020	TG0900	2	2.00	2	2.00	2	2.00
Museum Coord	03190	SR1000	1	1.00	1	1.00	1	1.00
Museum Gift Shop Mgr	07745	SR0700	1	1.00	1	1.00	1	1.00
Museum Mgr	06848	SR1100	1	1.00	1	1.00	1	1.00
Museum Spec 2	03200	SR0700	3	3.00	3	3.00	3	3.00
Naturalist 1	07334	SR0500	0	0.00	3	3.00	0	0.00
Naturalist 2	07335	SR0700	2	1.36	2	1.36	2	1.36
Naturalist 3	07336	SR0800	3	3.00	3	3.00	3	3.00
Office Support Rep 1	10120	SR0400	2	0.75	2	2.00	3	2.48
Office Support Rep 2	10121	SR0500	9	9.00	9	9.00	8	8.00
Office Support Rep 3	10122	SR0600	9	7.75	10	10.00	9	9.30
Office Support Spec 1	10123	SR0700	1	1.00	0	0.00	0	0.00
Office Support Spec 2	10124	SR0800	2	2.00	2	2.00	2	2.00
Painter 1	07341	TG0800	1	1.00	1	1.00	1	1.00
Park Police 1	06525	SR0700	10	10.00	10	10.00	10	10.00



# 40 Parks & Recreation-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101 (Continued)</b>								
Park Police 2	10127	SR0800	14	14.00	14	14.00	14	14.00
Park Police Lieutenant	06853	SR1000	1	1.00	1	1.00	1	1.00
Park Police Sergeant	06526	SR0900	4	4.00	4	4.00	4	4.00
Parks & Recreation Asst Dir	06553	SR1500	5	5.00	5	5.00	5	5.00
Parks & Recreation Dir	01610	DP0200	1	1.00	1	1.00	1	1.00
Parks & Recreation Supt	06247	SR1300	12	12.00	12	12.00	12	12.00
Part Time Worker 2	09101		30	21.88	30	21.88	28	20.65
Part Time Worker 3	09102		33	22.83	37	24.21	36	23.46
Plumber	03610	TG1100	3	3.00	3	3.00	3	3.00
Professional Spec	07753	SR1100	1	1.00	1	1.00	1	1.00
Program Coord	06034	SR0900	2	1.50	4	5.50	1	2.95
Program Coordinator	10433	HS1500	3	1.50	2	0.50	2	0.50
Program Spec 2	07379	SR0800	1	1.00	1	1.00	1	1.00
Pub Info Coord	10132	SR1200	1	1.00	1	1.00	1	1.00
Recreation Center Mgr	01320	SR0900	22	22.00	21	21.00	18	18.00
Recreation Leader	06880	SR0700	102	69.92	117	87.98	19	34.69
Seasonal Worker 1	09103		10	3.30	10	3.30	10	3.30
Seasonal Worker 2	09104		66	34.50	66	34.50	47	25.00
Seasonal Worker 3	09105		161	77.28	159	76.32	155	74.32
Seasonal Worker 4	09106		62	10.56	68	11.70	67	11.20
Seasonal Worker 5	09107		16	6.58	16	6.58	15	6.08
Seasonal/Part-time/Temporary	09020		96	2.00	96	2.00	96	2.00
Special Programs Coord	05923	SR1000	10	9.75	10	10.00	10	10.00
Specialized Skills Instr	00220	SR0800	18	16.90	21	19.15	23	20.70
Specialized Skills Supv	06892	SR1000	4	4.00	4	4.00	4	4.00
Sports Official	09108		200	9.38	200	9.38	200	9.38
Sports Scorer	09110		20	0.67	20	0.67	20	0.67
Sports Supv	04980	SR1000	1	1.00	1	1.00	1	1.00
Stores Supv	06539	SR0800	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>1,213</b>	<b>642.47</b>	<b>1,240</b>	<b>673.88</b>	<b>1,105</b>	<b>597.39</b>
<b>Department Totals</b>			<b>1,213</b>	<b>642.47</b>	<b>1,240</b>	<b>673.88</b>	<b>1,105</b>	<b>597.39</b>

# 41 Metro Arts Commission-At a Glance



Budget Summary	2006-07	2007-08	2008-09	
<b>Expenditures and Transfers:</b>				
GSD General Fund	\$2,634,700	\$2,662,600	\$2,636,000	
Special Purpose Fund	3,400	3,400	0	
<b>Total Expenditures and Transfers</b>	<b>\$2,638,100</b>	<b>\$2,666,000</b>	<b>\$2,636,000</b>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0	
Other Governments and Agencies	0	0	0	
Other Program Revenue	3,400	3,500	0	
<b>Total Program Revenue</b>	<b>\$ 3,400</b>	<b>\$ 3,500</b>	<b>\$ 0</b>	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	0	0	0	
<b>Total Revenues</b>	<b>\$ 3,400</b>	<b>\$ 3,500</b>	<b>\$ 0</b>	
<b>Positions</b>	Total Budgeted Positions	6	6	6
<b>Contacts</b>	Interim Executive Director: Sandra Duncan      email: sandra.duncan@nashville.gov Financial Manager: Ian Myers                              email: ian.myers@nashville.gov  800 Second Avenue South, 4 <sup>th</sup> Floor P. O. Box 196300      37219-6300                              Phone: 862-6720      FAX: 862-6731			

## Line of Business and Program

**Public Art and Artist Development**  
Public Art and Artist Development

**Grants and Organizational Development**  
Grants and Organizational Development

**Arts Information Resources**  
Arts Information Resources

**Administrative**  
Non-allocated Financial Transactions



Artist Alice Aycock, *Ghost Ballet for the East Bank Machineworks*, Dedicated July, 2007, Rendering by Alice Aycock

# 41 Metro Arts Commission-At a Glance



<b>Mission</b>	The mission of the Metro Arts Commission is to provide arts resource, public art and arts leadership products to artists, arts organizations, and Davidson County residents and visitors so they can experience an enriched quality of life through the arts.
<b>Goals</b>	By the year 20XX, Nashville's growing arts industry will become stronger and its perceived value will increase as evidenced by: <ul style="list-style-type: none"> <li>• ____% increase in organizations receiving non-Metro grant funds to present art activities</li> <li>• ____% increase in the number of visual artists represented in the Metro Arts Commission registry</li> <li>• ____# of Public Art projects</li> <li>• ____# of arts activities in neighborhoods</li> </ul> By 20XX the arts organizations and community will have increased access to services and programs and evidenced by*: <ul style="list-style-type: none"> <li>• ____% of staff participating in professional development activities in order to provide additional services</li> <li>• ____# of new programs</li> <li>• ____# of professional workshops</li> <li>• ____# of technical assistance workshops to respond to arts organizations' needs as reflected in the annual survey</li> <li>• A directory that is produced annually</li> <li>• A pilot project for arts integrated curriculum in Davidson County schools</li> </ul> *By 2007, a national economic impact study comparing Nashville to other peer cities will be published (study is the basis on which the goal target years and measures will be determined)

## Budget Change and Result Highlights FY 2009

NOTE: The Hotel/Motel fund budget for FY09 includes \$100,000 for the Arts Commission. This amount is not included in the FY09 Arts Commission recommended budget presented here.

<u>Recommendation</u>	<u>Result</u>	
<b>Fringe Benefit Savings</b>	\$ 1,400	Savings realized through reduced cost for fringe benefits.
<b>Elimination of Safety &amp; Risk Management Premiums</b>	(1,000)	Elimination of charge for coverage of safety and risk management premiums and activities.
<b>Nonallocated Financial Transactions</b>		
Finance Charge	(14,200)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(2,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(3,100)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(3,400)	Eliminate the charge for delivery of centralized payment services

# 41 Metro Arts Commission-At a Glance



## Budget Change and Result Highlights FY 2009

<u>Recommendation</u>		<u>Result</u>
Customer Call Center Charge	\$ (300)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(1,600)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(1,400)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(400)	Delivery of facility maintenance and associated security functions
Surplus Property Charge	(300)	Handling and disposition of surplus property
General Services District TOTAL	\$(26,600)	
<b>Special Purpose Fund</b>		
Fund Adjustment	(3,400)	No impact on performance
Special Purpose Fund TOTAL	(3,400)	
TOTAL	\$(30,000)	

# 41 Metro Arts Commission-At a Glance



**Public Art and Artist Development Line of Business** – The purpose of the Public Art and Artist Development Line of Business is to provide public art and educational products to residents, visitors and individual artists so they can interact with an enhanced civic environment and artists can improve their professional skills.

## Public Art and Artist Development Program

The purpose of the Public Art and Artist Development Program is to provide public art and educational products to residents, visitors and individual artists so they can interact with an enhanced civic environment and artists can improve their professional skills.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Status quo funding has no funding for promotion of the public art program or for unveilings of installed public art. We will be unable to have public receptions or unveilings of the arts, and we will be unable to provide the services to local artists needed for the program to grow.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$251,800	NA	\$259,500	...	\$259,500
<b>FTEs:</b> GSD General Fund	2.55	NA	2.55	...	2.55

## Results

Percentage of projects that meet their progress target for the fiscal year

99%	100%	99%	100%	99%
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**Arts Information Resources Line of Business** – The purpose of the Arts Information Resources Line of Business is to provide art resources products to artists, arts organizations, art enthusiasts, visitors and the community at large so they can be aware of arts offerings and opportunities in the community.

## Arts Information Resources Program

The purpose of the Arts Information Resources Program is to provide art resources products to artists, arts organizations, art enthusiasts, visitors and the community at large so they can be aware of arts offerings and opportunities in the community.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Status quo funding does not have adequate funds to hire a consultant to perform a long range cultural plan. This plan is necessary in order to provide efficiency in arts activities in Nashville and to identify other agencies and organizations that can deliver arts services to non-profit arts organizations.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$133,400	NA	\$137,000	...	\$137,000
<b>FTEs:</b> GSD General Fund	1.35	NA	1.35	...	1.35

## Results

Percentage of customers reporting that they are better informed about local art offerings and opportunities because of artsnashville.org

NR	NR	100%	100%	100%
----	----	------	------	------

# 41 Metro Arts Commission-At a Glance



**Grants and Organizational Development Line of Business** – The purpose of the Grants and Organizational Development Line of Business is to provide grants and technical assistance products to non-profit arts organizations so they can build and expand their capacity to provide quality arts programming.

## Grants and Organizational Development Program

The purpose of the Grants and Organizational Development Program is to provide grants and technical assistance products to non-profit arts organizations so they can build and expand their capacity to provide quality arts programming.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.0

**Proposed Change in Performance:** A 10% decrease in performance is expected in FY09.

**Other:** The status quo budget includes a non-recurring contribution of \$372,000 from hotel/motel tax, and the status quo budget is dependent upon this amount becoming recurring.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$2,249,500	NA	\$2,256,300	...	\$2,256,300
<b>FTEs:</b> GSD General Fund	2.10	NA	2.10	...	2.10

## Results

Average percentage change in non-profit organizations' operating budget from non-Metro dollars

NR	NR	100%	100%	90%
----	----	------	------	-----

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0	\$0	\$9,800	...	\$(18,000)

# 41 Metro Arts Commission-Financial



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	446,100	415,221	473,800	475,200
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	11,400	9,165	11,400	11,400
Travel, Tuition, and Dues	12,400	6,472	12,400	12,400
Communications	7,200	9,995	7,200	7,200
Repairs and Maintenance Services	1,000	482	1,000	1,000
Internal Service Fees	99,600	97,491	99,800	72,800
<b>TOTAL OTHER SERVICES</b>	<b>131,600</b>	<b>123,605</b>	<b>131,800</b>	<b>104,800</b>
Other Expense	2,057,000	2,060,968	2,057,000	2,056,000
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>2,634,700</b>	<b>2,599,793</b>	<b>2,662,600</b>	<b>2,636,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,634,700</b>	<b>2,599,793</b>	<b>2,662,600</b>	<b>2,636,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 41 Metro Arts Commission-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	3,400	0	3,400	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>3,400</b>	<b>0</b>	<b>3,400</b>	<b>0</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>3,400</b>	<b>0</b>	<b>3,400</b>	<b>0</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	3,400	172	3,500	0
<b>TOTAL PROGRAM REVENUE</b>	<b>3,400</b>	<b>172</b>	<b>3,500</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>3,400</b>	<b>172</b>	<b>3,500</b>	<b>0</b>



# 41 Metro Arts Commission-Financial



		FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>GSD General 10101</b>							
Arts Commission Exec Dir	06650 DP0100	1	1.00	1	1.00	1	1.00
Development Coord	06400 SR1200	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122 SR0600	1	1.00	1	1.00	1	1.00
Program Coord	06034 SR0900	1	1.00	1	1.00	1	1.00
Seasonal/Part-time/Temporary	09020	1	0.50	1	1.00	1	1.00
Special Asst To The Dir	05945 SR1300	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>		<b>6</b>	<b>5.50</b>	<b>6</b>	<b>6.00</b>	<b>6</b>	<b>6.00</b>
<b>Department Totals</b>		<b>6</b>	<b>5.50</b>	<b>6</b>	<b>6.00</b>	<b>6</b>	<b>6.00</b>

# 61 Municipal Auditorium-At a Glance



Budget Summary		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	Special Purpose Fund	\$2,021,700	\$2,007,800	\$1,886,600
	<b>Total Expenditures and Transfers</b>	<u>\$2,021,700</u>	<u>\$2,007,800</u>	<u>\$1,886,600</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$1,012,600	\$1,012,600	\$1,012,600
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	\$1,012,600	\$1,012,600	\$1,012,600
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	1,009,100	995,200	874,000
	<b>Total Revenues</b>	<u>\$2,021,700</u>	<u>\$2,007,800</u>	<u>\$1,886,600</u>
<b>Positions</b>	Total Budgeted Positions	12	12	11
<b>Contacts</b>	Auditorium Manager: Bob Skoney		email: bob.skoney@nashville.gov	
	Financial Manager: Jere Tanner		email: jere.tanner@nashville.gov	
	417 4 <sup>th</sup> Avenue North 37219		Phone: 862-6390 FAX: 862-6394	

## Line of Business and Program

### Business Development

Venue Booking

### Operations

Facility Preparation  
Customer Service

### Administrative

Non-allocated Financial Transactions



\*The Hotel/Motel Fund budget for FY09 includes \$874,000 for subsidy for Municipal Auditorium.

# 61 Municipal Auditorium-At a Glance



<b>Mission</b>	The mission of the Nashville Municipal Auditorium is to provide multipurpose venue and event coordination products to the citizens of Nashville so that they can experience a positive economic impact through a variety of public and private events.
<b>Goals</b>	<p>By 2012, customers of the Municipal Auditorium will experience significant increases in event awareness and venue presence resulting in greater economic impact for the Nashville community as evidenced by:</p> <ul style="list-style-type: none"> <li>• 20% increase in the number of profitable events</li> <li>• 10% increase in sponsorship dollars</li> <li>• 5% increase in annual attendance</li> </ul> <p>By the year 2012, the customers of the Nashville Municipal Auditorium will experience a greater level of customer satisfaction and an enhanced event experience via upgraded technologies, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 100% of attendees who report a satisfactory level with venue accommodation and upgrades</li> <li>• 100% of promoters who report satisfaction with venue upgrades</li> <li>• 100% increase in number of eTickets scanned by TicketFast technology</li> </ul> <p>By 2012, the citizens of Davidson County will experience a rise in economic impact as evidenced by:</p> <ul style="list-style-type: none"> <li>• 5% increase in the number of shows</li> <li>• 5% rise in sales tax dollars collected by the Municipal Auditorium from tickets, concessions and novelties</li> <li>• 20% increase in economic impact - per Convention and Visitors Bureau study</li> </ul> <p>By 2012, the customer will experience safe and convenient parking options while attending Municipal Auditorium events as evidenced by:</p> <ul style="list-style-type: none"> <li>• 100% of the time that events are not delayed due to parking</li> <li>• 100% of customers reporting satisfaction with parking options</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Facility Preparation</b>	\$ (32,900)	Reduction in the safety, maintenance & general cleanliness of building.
<b>Customer Service</b>	\$(52,600) (1.00 FTE)	Decrease in the usage & attendance of venue.
<b>Nonallocated Financial Transactions</b>		
Pay Plan Adjustment	2,100	Supports the hiring and retention of a qualified workforce.
Fringe Benefit Savings	(32,900)	Savings realized through reduced cost for fringe benefits.
Elimination of Safety & Risk Management Premiums	(29,800)	Elimination of charge for coverage of safety and risk management premiums and activities.
Insurance Billings	31,500	No impact on performance. Represents direct charges to department for insurance costs.

# 61 Municipal Auditorium-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Finance Charge	\$ (14,000)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing.
Human Resources Charge	(5,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management.
Shared Business Office Charge	(600)	Eliminate the charge for delivery of administrative support functions.
Metro Payment Services Charge	(6,200)	Eliminate the charge for delivery of centralized payment services.
Customer Call Center Charge	(400)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers.
Internal Audit Charge	(1,200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services.
Information Systems Charge	1,800	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity.
Fleet Management Charge	1,900	Delivery of fleet management, fuel services, and maintenance functions.
Postal Service Charge	(400)	Delivery of mail across the Metropolitan Government.
Surplus Property Charge	(300)	Handling and disposition of surplus property.
LOCAP Adjustment	18,100	No impact on performance.
<b>TOTAL</b>	<b>\$(121,200)</b> <b>(1.00 FTE)</b>	

### Performance Information Highlights

#### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Nashville Municipal Auditorium for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	25%	25%	50%
Program Budget Dollars:	11%	53%	36%

# 61 Municipal Auditorium-At a Glance



**Business Development Line of Business** - The purpose of the Business Development Line of Business is to provide marketing and sales products to prospective event organizers and attendees so they can host and/or attend events at the Municipal Auditorium.

## Venue Booking Program

The purpose of the Venue Booking Program is to provide sales and marketing products to prospective event organizers so they can book an event at the Municipal Auditorium.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$231,800	\$218,051	\$231,600	...	\$231,600
<b>FTEs:</b> Special Purpose Fund	1.3	1.3	1.3	...	1.3
<b>Results</b>					
Percentage of events booked at the Municipal Auditorium	NA	20.3%	19%	45.7%	19%

**Operations Line of Business** – The purpose of the Operations Line of Business is to provide facility preparation and customer service support products to event organizers and attendees so they can experience a successful event.

## Facility Preparation Program

The purpose of the Facility Preparation Program is to provide production support products to event organizers and attendees so they can experience a safe and well maintained facility.

## Results Narrative

**Proposed Change in Funding:** \$(39,200)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The proposed budget will result in a reduction in program performance.  
**Other:** With proposed reductions, we expect reduction in safety, maintenance and general cleanliness of building. This will impact our departmental goals of having a safe and well maintained facility.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$1,037,300	\$995,939	\$1,021,900	...	\$989,000
<b>FTEs:</b> Special Purpose Fund	5.1	5.1	5.1	...	5.1
<b>Results</b>					
Percentage of attendees and event organizers who experience a safe and well maintained facility	NA	NC	90%	83%	85%

## Customer Service Program

The purpose of the Customer Service Program is to provide information and event enhancement products to event attendees so that can have a positive event experience.

## Results Narrative

**Proposed Change in Funding:** \$(60,000)  
**Proposed Change in FTEs:** (1.00)  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** With proposed reductions, we expect a decreased usage of venue and attendance. This will impact our departmental goals of increasing number of profitable shows.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$752,600	\$700,222	\$754,300	...	\$694,300
<b>FTEs:</b> Special Purpose Fund	5.6	5.6	5.6	...	4.6
<b>Results</b>					
Percentage of attendees who say they had a positive event experience	NA	NR	NR	NA	NA

# 61 Municipal Auditorium-At a Glance



**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

Program Budget & Performance Summary	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$0	\$128,431	\$0	...	\$(30,800)

# 61 Municipal Auditorium-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	808,600	771,467	838,800	748,000
OTHER SERVICES:				
Utilities	396,400	359,704	396,400	396,400
Professional and Purchased Services	531,100	464,193	531,100	510,600
Travel, Tuition, and Dues	8,300	8,687	8,300	8,300
Communications	16,200	21,412	16,200	11,200
Repairs and Maintenance Services	40,600	29,148	40,600	40,600
Internal Service Fees	89,300	89,808	71,200	46,500
<b>TOTAL OTHER SERVICES</b>	<b>1,081,900</b>	<b>972,952</b>	<b>1,063,800</b>	<b>1,013,600</b>
Other Expense	131,200	152,295	105,200	93,500
Pension, Annuity, Debt, & Other Costs	0	128,431	0	31,500
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>2,021,700</b>	<b>2,025,145</b>	<b>2,007,800</b>	<b>1,886,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>17,497</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>2,021,700</b>	<b>2,042,642</b>	<b>2,007,800</b>	<b>1,886,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	1,012,600	1,193,761	1,012,600	1,012,600
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>1,012,600</b>	<b>1,193,761</b>	<b>1,012,600</b>	<b>1,012,600</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>1,009,100</b>	<b>848,882</b>	<b>995,200</b>	<b>874,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>2,021,700</b>	<b>2,042,643</b>	<b>2,007,800</b>	<b>1,886,600</b>

# 61 Municipal Auditorium-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Municipal Auditorium 60161</b>								
Admin Svcs Officer 3	07244	SR1000	3	3.00	3	3.00	2	2.00
Auditorium Mgr	00660	DP0100	1	1.00	1	1.00	1	1.00
Bldg Maint Mechanic	02220	TG0800	2	2.00	2	2.00	2	2.00
Bldg Maint Supv	07256	TS1100	1	1.00	1	1.00	1	1.00
Bldg Maint Worker	07257	TG0400	1	1.00	1	1.00	1	1.00
Event Set Up Leader	06075	TL0700	1	1.00	1	1.00	1	1.00
Facility Coord	07040	SR1100	1	1.00	1	1.00	1	1.00
Finance Officer 3	10152	SR1200	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>12</b>	<b>12.00</b>	<b>12</b>	<b>12.00</b>	<b>11</b>	<b>11.00</b>
<b>Department Totals</b>			<b>12</b>	<b>12.00</b>	<b>12</b>	<b>12.00</b>	<b>11</b>	<b>11.00</b>



# 64 Metro Sports Authority-At a Glance



Budget Summary	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	
<b>Expenditures and Transfers:</b>				
Special Purpose Fund	\$625,200	\$641,100	\$460,300	
<b>Total Expenditures and Transfers</b>	<u>\$625,200</u>	<u>\$641,100</u>	<u>\$460,300</u>	
<b>Revenues and Transfers:</b>				
Program Revenue				
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0	
Other Governments and Agencies	0	641,100	460,300	
Other Program Revenue	0	0	0	
<b>Total Program Revenue</b>	\$ 0	\$641,100	\$460,300	
Non-program Revenue	0	0	0	
Transfers From Other Funds and Units	625,200	0	0	
<b>Total Revenues</b>	<u>\$625,200</u>	<u>\$641,100</u>	<u>\$460,300</u>	
<b>Positions</b>	Total Budgeted Positions	2	2	2
<b>Contacts</b>	Executive Director: Emmett Edwards      email: emmett.edwards@nashville.gov  Suite 300 222 3rd Avenue North      37201      Phone: 880-1021      FAX: 880-1990			

## Line of Business and Program

**Marketing**  
Marketing

**Administrative**  
Non-allocated Financial Transactions

**Facilities Acquisition and Management**  
Facilities Acquisition and Management



<b>Mission</b>	The mission of the Metropolitan Sports Authority is to operate, plan, promote, finance, construct, acquire, renovate, equip and enlarge sports complexes, stadiums, arenas, structures and facilities for public participation and enjoyment of professional and amateur sports, fitness, health and recreational activities that yield enhance economic development for the region.
<b>Goals</b>	<p>By the year 200X, the Metropolitan Sports Authority will address the aging of the facilities as evidenced by:</p> <ul style="list-style-type: none"> <li>• Conducting facility management surveys</li> <li>• Identification of funds for capital improvements from sources outside the Metro Government</li> </ul> <p>By the year 200X, the Metropolitan Sports Authority will assess the competition in the market place by:</p> <ul style="list-style-type: none"> <li>• Conducting a market place survey that will indicate the market trends regarding competition in other cities including facilities and capital investments</li> </ul> <p>By the year 200X, the Metropolitan Sports Authority will increase the utilization and revenue generated through community day events at LP Field as well as professional sports and music events as evidenced by:</p> <ul style="list-style-type: none"> <li>• An increase in the number of revenue generating community event days by 3</li> <li>• An increase in the amount of revenue generated by the community day events by ____%</li> <li>• % increase in the economic impact derived from both revenue generating community day events and sports and entertainment events</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Marketing</b>	\$ (100)	Elimination of food and ice budget.
<b>Facilities Acquisition &amp; Management</b>	(9,000)	Reduction in rent expenses due to move from Washington Square building.
<b>Nonallocated Financial Transactions</b>		
Pay Plan Adjustment	2,400	Supports the hiring and retention of a qualified workforce.
Fringe Benefit Savings	(4,600)	Savings realized through reduced cost for fringe benefits.
Elimination of Safety & Risk Management Premiums	(379,300)	Elimination of charge for coverage of safety and risk management premiums and activities.
Insurance Billings	253,800	No impact on performance. Represents direct charges to department for insurance costs.
Finance Charge	(27,900)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing.
Human Resources Charge	(1,000)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management.
Shared Business Office Charge	(100)	Eliminate the charge for delivery of administrative support functions.

# 64 Metro Sports Authority-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Metro Payment Services Charge	\$ (1,300)	Eliminate the charge for delivery of centralized payment services.
Customer Call Center Charge	(300)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers.
Internal Audit Charge	(9,400)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services.
Information Systems Charge	(10,500)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity.
Facilities Maintenance & Security Charge	6,600	Delivery of facility maintenance and associated security functions.
Surplus Property Charge	(100)	Handling and disposition of surplus property.
TOTAL	\$(180,800)	

# 64 Metro Sports Authority-At a Glance



**Marketing Line of Business** – The purpose of the Marketing Line of Business is to provide contractual and informational products to organizations so they can use the venues to generate revenue for economic development activities for our region.

## Marketing Program

The purpose of the Marketing Program is to provide contractual and informational products to organizations so they can use the venues to generate revenue for economic development activities for our region.

## Results Narrative

**Proposed Change in Funding:** \$(100)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$67,000	...	\$66,900
<b>FTEs:</b> Special Purpose Fund	...	...	.50	...	.50
<b>Results</b>					
Percent change in revenue over expenses for the organizations	NA	NA	NA	NA	NA
Percent change in revenue over expenses for the Sports Authority/Metro	NA	NA	NA	NA	NA

**Facilities Acquisition and Management Line of Business** – The purpose of the Facilities Acquisition and Management Line of Business is to provide acquisition, management, oversight and informational products to current and future strategic partners so they can manage their facilities.

## Facilities Acquisition and Management Program

The purpose of the Facilities Acquisition and Management Program is to provide acquisition, management, oversight and informational products to current and future strategic partners so they can manage their facilities.

## Results Narrative

**Proposed Change in Funding:** \$(9,300)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** Reduction in rent expenses due to move from Washington Square building.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$574,100	...	\$564,800
<b>FTEs:</b> Special Purpose Fund	...	...	1.50	...	1.50
<b>Results</b>					
Percent change in revenue over expenses for facilities	NA	NA	NA	NA	NA
Percent change in revenue over expenses for the Sports Authority/Metro	NA	NA	NA	NA	NA

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$0	...	\$(174,300)

# 15 Finance-At a Glance



## GSD General Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	0	241,100	641,100	460,300
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>241,100</b>	<b>641,100</b>	<b>460,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>625,200</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>625,200</b>	<b>241,100</b>	<b>641,100</b>	<b>460,300</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	159,700	136,522	165,200	163,000
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	200	1,612	200	200
Travel, Tuition, and Dues	3,300	713	4,800	4,800
Communications	6,400	5,097	5,300	5,300
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	62,600	61,146	73,000	29,000
<b>TOTAL OTHER SERVICES</b>	<b>72,500</b>	<b>68,568</b>	<b>83,300</b>	<b>39,300</b>
Other Expense	393,000	409,461	392,600	4,200
Pension, Annuity, Debt, & Other Costs	0	9,298,700	0	253,800
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	3,191,316	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>625,200</b>	<b>13,104,567</b>	<b>641,100</b>	<b>460,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>625,200</b>	<b>13,104,567</b>	<b>641,100</b>	<b>460,300</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	620,400	641,100	460,300
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>620,400</b>	<b>641,100</b>	<b>460,300</b>
Other Program Revenue	0	3,191,316	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>3,811,716</b>	<b>641,100</b>	<b>460,300</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>625,200</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>625,200</b>	<b>3,811,716</b>	<b>641,100</b>	<b>460,300</b>

# 64 Sports Authority-Financial



			FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>		<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Sports Authority - CU 60008</b>								
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Sports Authority Exec Director	07971		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>
<b>Department Totals</b>			<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>





# 60 Farmers' Market-At a Glance



Budget Summary		2006-07	2007-08	2008-09
	<b>Expenditures and Transfers:</b>			
	Special Purpose Fund	\$1,214,500	\$1,231,500	\$1,188,700
	<b>Total Expenditures and Transfers</b>	<u>\$1,214,500</u>	<u>\$1,231,500</u>	<u>\$1,188,700</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$1,028,200	\$ 919,200	\$ 920,300
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	10,400
	<b>Total Program Revenue</b>	\$1,028,200	\$ 919,200	\$ 930,700
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	258,000	0	258,000
	<b>Total Revenues</b>	<u>\$1,286,200</u>	<u>\$ 919,200</u>	<u>\$1,188,700</u>
<b>Positions</b>	Total Budgeted Positions	8	8	7
<b>Contacts</b>	Farmers' Market Director: Jeff Themm Marketing Manager: Marne Duke  900 8 <sup>th</sup> Avenue North 37208	email: jeff.themm@nashville.gov email: marne.duke@nashville.gov  Phone: 880-2001 FAX: 880-2000		

## Line of Business and Program

**Facility Management**  
Facility Management

**Administrative**  
Non-allocated Financial Transactions

**Marketing Service**  
Marketing Service



# 60 Farmers' Market-At a Glance



<b>Mission</b>	The mission of the Farmers' Market is to promote the Farmers' Market and provide retail space and educational products to regional farmers, local food merchants and retail entrepreneurs so they can supply the highest quality products for the Nashville and regional shopping community.
<b>Goals</b>	<p>By the year 20XX, the overall physical appearance of the Farmers' Market will be improved, as evidenced by:</p> <ul style="list-style-type: none"> <li>• ____% decline in customer complaints regarding overall cleanliness, restrooms, lighting, parking and directions</li> <li>• ____% increase in overall sales at the market</li> <li>• ____% decrease in complaints from Farmers' Market merchants, regarding the building</li> </ul> <p>By 20XX the customer will recognize the improved quality and local emphasis of the products sold by the Farmers' Market merchants, as evidenced by:</p> <ul style="list-style-type: none"> <li>• ____% more locally produced goods, i.e. fresh pasta, salsa, soaps, etc.</li> <li>• ____% more regionally grown produce</li> <li>• ____% of customers reporting that they were satisfied with the quality of the Farmers' Market merchants and goods</li> <li>• ____% increase in sales</li> </ul>

## Budget Change and Result Highlights FY 2009

NOTE: The Hotel/Motel Fund budget for FY09 includes \$258,000 for the Farmers' Market. This amount is included in the FY09 Farmers' Market budget presented here.

Recommendation	Result
<b>Facility Management Program</b>	
Reduction of Maintenance & Repair Worker Position	\$ (28,200) (1.0 FTE) Reduces cleaning staff by 1 position and ability to maintain property at the level customers demand.
Reduction of Utility Expenses	(10,700) Reduces heat to farm shed during winter, water for landscaping, and lighting to parking lots at night.
Reduction of Property Protection Expense	(10,600) Reduces security man hours by 2 8-hour shifts per week.
<b>Marketing Service Program</b>	
Advertising & Promotion Budget Reduction	(3,600) Eliminates advertising during the winter months
<b>LOCAP Adjustment</b>	
	21,900 No impact on performance
<b>Elimination of Safety &amp; Risk Management Premiums</b>	
	(500) Elimination of charge for coverage of safety and risk management premiums and activities.
<b>Nonallocated Financial Transactions</b>	
Pay Plan/Fringe Amounts	14,100 Supports the hiring and retention of a qualified workforce.
Finance Charge	(12,400) Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(3,600) Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management

# 60 Farmers' Market-At a Glance



## Budget Change and Result Highlights FY 2008

Recommendation		Result
Shared Business Office Charge	\$ (400)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(6,200)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(500)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(600)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(11,600)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Fleet Management Charge	6,000	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(300)	Delivery of mail across the Metropolitan Government
Surplus Property Charge	(100)	Handling and disposition of surplus property
Insurance Billings	4,500	No impact on performance. Represents direct charges to department for insurance costs.
<b>TOTAL</b>	<b>\$(42,800)</b> <b>(1.0 FTE)</b>	

# 60 Farmers' Market-At a Glance



**Facility Management Line of Business** – The purpose of the Facility Management Line of Business is to provide facility and safety products for our customers so they can shop in a clean and safe environment.

## Facility Management Program

The purpose of the Facility Management Program is to provide facility and safety products for our customers so they can shop in a clean and safe environment.

## Results Narrative

**Proposed Change in Funding:** \$(303,000)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Budget cuts include elimination of 1 cleaning staff position, reduction of heat to farm shed during winter, water for landscaping, lighting to parking lots at night, and security man hours by 2 8-hour shifts per week. Effect of these reductions will affect the ability to maintain the property at the level customers demand. Reduction also includes transfer of property lease payment to the Hotel/Motel Fund.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$1,095,100	NA	\$1,113,800	...	\$810,800
<b>FTEs:</b> Special Purpose Fund	6.70	6.70	6.70	...	5.70

### Results

Percentage of shoppers that feel the Farmers' Market is clean and safe

NA NA NA NA NA

**Marketing Service Line of Business** – The purpose of Marketing Service Line of Business is to provide marketing guidance and business development products to Farmers' Market vendors so they can develop their business to their fullest potential to satisfy the Nashville shoppers.

## Marketing Service Program

The purpose of the Marketing Service Program is to provide marketing guidance and business development products to Farmers' Market vendors so they can develop their business.

## Results Narrative

**Proposed Change in Funding:** \$(3,600)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Advertising will be eliminated during the winter months.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$119,400	NR	\$117,700	...	\$114,100
<b>FTEs:</b> Special Purpose Fund	1.3	1.3	1.3	...	1.3

### Results

Percentage of customers who respond that they have the information they need to shop at the Farmers' Market

NA NA NA NA NA

# 60 Farmers' Market-At a Glance




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**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

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## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$0		\$0	...	\$(16,200)

# 60 Farmers' Market-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	432,100	396,627	441,900	427,800
OTHER SERVICES:				
Utilities	195,000	187,785	195,000	184,300
Professional and Purchased Services	164,300	158,075	164,300	153,700
Travel, Tuition, and Dues	700	2,027	700	700
Communications	27,100	55,714	27,100	23,500
Repairs and Maintenance Services	27,000	31,551	27,000	27,000
Internal Service Fees	54,900	52,519	59,600	29,900
<b>TOTAL OTHER SERVICES</b>	<b>469,000</b>	<b>487,671</b>	<b>473,700</b>	<b>419,100</b>
Other Expense	55,400	71,643	57,900	79,300
Pension, Annuity, Debt, & Other Costs	258,000	229,031	258,000	262,500
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,214,500</b>	<b>1,184,972</b>	<b>1,231,500</b>	<b>1,188,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,214,500</b>	<b>1,184,972</b>	<b>1,231,500</b>	<b>1,188,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	1,028,200	884,298	919,200	920,300
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	10,400
<b>TOTAL PROGRAM REVENUE</b>	<b>1,028,200</b>	<b>884,298</b>	<b>919,200</b>	<b>930,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>258,000</b>	<b>258,000</b>	<b>0</b>	<b>258,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,286,200</b>	<b>1,142,298</b>	<b>919,200</b>	<b>1,188,700</b>

# 60 Farmers' Market-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Farmers Market 60152</b>								
Admin Asst	07241	SR0900	1	1.00	1	1.00	1	1.00
Bldg Maint Supv	07256	TS1100	1	1.00	1	1.00	1	1.00
Dir Of Farm Mkt	07112		1	1.00	1	1.00	1	1.00
Finance Officer 1	10150	SR0800	0	0.00	1	1.00	1	1.00
Finance Officer 3	10152	SR1200	1	1.00	0	0.00	0	0.00
Maint & Repair Worker 1	02799	TG0300	3	3.00	3	3.00	2	2.00
Maint & Repair Worker 2	07328	TG0400	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>8</b>	<b>8.00</b>	<b>8</b>	<b>8.00</b>	<b>7</b>	<b>7.00</b>
<b>Department Totals</b>			<b>8</b>	<b>8.00</b>	<b>8</b>	<b>8.00</b>	<b>7</b>	<b>7.00</b>

# 62 Tennessee State Fair-At a Glance



Budget Summary	2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>			
Special Purpose Fund	\$4,298,700	\$4,688,500	\$4,554,600
<b>Total Expenditures and Transfers</b>	<u>\$4,298,700</u>	<u>\$4,688,500</u>	<u>\$4,554,600</u>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$4,295,100	\$4,682,100	\$4,554,600
Other Governments and Agencies	0	0	0
Other Program Revenue	3,600	3,600	0
<b>Total Program Revenue</b>	\$4,298,700	\$4,685,700	\$4,554,600
Non-program Revenue	0	0	0
Transfers From Other Funds and Units	0	0	0
<b>Total Revenues</b>	<u>\$4,298,700</u>	<u>\$4,685,700</u>	<u>\$4,554,600</u>
<b>Positions</b>			
Total Budgeted Positions	465	203*	204
<b>Contacts</b>	Director: Buck Dozier Financial Manager: Howell Townes  Box 40208    37204		
	email: buck.dozier@nashville.gov email: howell.townes@nashville.gov  Phone: 862-8980    FAX: 862-8992		

## Line of Business and Program

**Tennessee State Fair**  
Tennessee State Fair

**Corporate Sales**  
Corporate Sales

**Flea Market**  
Flea Market

**Administrative**  
Non-allocated Financial Transactions

\*The decrease in FTEs and positions from FY07 to FY08 is a result of the Department of Human Resources determining a more accurate count of full time equivalents and positions in the Seasonal/Part-time/Temporary class.



<b>Mission</b>	The mission of the Tennessee State Fair/Fairgrounds is to provide multipurpose venue and event coordination products to the citizens and visitors of middle Tennessee so they can participate in a variety of public and private events that showcase agriculture, education, commerce, entertainment, technology, and industry.
<b>Goals</b>	<p>By 2008, customers of the Tennessee State Fair will experience a revitalized State Fair as evidenced by:</p> <ul style="list-style-type: none"> <li>• 2% increased number of agricultural events/competitions held at the State Fair</li> <li>• 1% increased entertainment/events held at the State Fair</li> <li>• 2% increase in revenue</li> <li>• 2% increase in sponsorship dollars</li> </ul> <p>By the year 2008, the customers of the Tennessee State Fair Flea Market will experience a larger diversity of vendor provided products as evidenced by:</p> <ul style="list-style-type: none"> <li>• 1% increase in number of vendors participating in the Flea Market</li> <li>• 1% increase of Flea Market customers</li> </ul> <p>By 2008, the customers of the Tennessee State Fair/Fairgrounds will experience increased utilization of the Fairgrounds due to facilities improvements, maintenance activities, and security levels, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 2% increase in the number of day events held at the Fairgrounds</li> <li>• 3% increase in revenue</li> <li>• 2% increase in sales tax dollars generated at the Fairgrounds</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Tennessee State Fair Program</b>		
Reduction of State Fair Expenses	\$ (198,500)	Reduction will allow the September 2008 Tennessee State Fair to provide roughly the same level of performance for Fair goers and competitors.
Increase of State Fair Expenses	100,000 0.3 FTE	Increase will give ability to use the grandstand and race track areas additional two nights for a monster truck race and a truck and tractor pull during September 2008 Tennessee State Fair. Increase in advertising expenditure should increase the attendance and profitability of the September 2008 Tennessee State Fair.
Insurance Billings	26,400	No impact on performance. Represents direct charges to department for insurance costs.
<b>Flea Market Program</b>		
Insurance Billings	26,400	No impact on performance. Represents direct charges to department for insurance costs.
<b>Corporate Sales Program</b>		
Insurance Billings	26,300	No impact on performance. Represents direct charges to department for insurance costs.

# 62 Tennessee State Fair-At a Glance



## Budget Change and Result Highlights FY 2009

<b>Fringe Benefit Savings</b>	\$ (44,600)	Savings realized through reduced cost for fringe benefits.
<b>LOCAP Adjustment</b>	37,900	No impact on performance
<b>Nonallocated Financial Transactions</b>		
Pay Plan/Fringe Amounts	6,600	Supports the hiring and retention of a qualified workforce.
Elimination of Safety & Risk Management Premiums	(22,300)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(53,500)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(7,300)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(2,000)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(17,600)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(1,300)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(2,300)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(11,100)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Fleet Management Charge	(92,000)	Delivery of fleet management, fuel services, and maintenance functions
Radio Service Charge	(100)	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	(500)	Handling and disposition of surplus property
Injured on Duty Insurance Premium	3,600	No impact on performance. Represents direct charges to department for injuries on duty.
Transfer of Maintenance and Repair of Vehicles to Department	92,000	Delivery of fleet management, fuel services, and maintenance functions
<b>TOTAL</b>	<b>\$(133,900)</b> 0.3 FTE	

# 62 Tennessee State Fair-At a Glance



**Tennessee State Fair Line of Business** – The purpose of Tennessee State Fair Line of Business is to provide Fair planning support products to competitors, vendors, and attendees so they can participate in the annual ten (10) day state fair.

## Tennessee State Fair Program

The purpose of the Tennessee State Fair Program is to provide Fair planning support products to competitors, vendors, and attendees so they can participate in the annual ten (10) day state fair.

## Results Narrative

**Proposed Change in Funding:** \$(72,100)

**Proposed Change in FTEs:** 0.30

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Due to rain the first weekend, attendance for the September 2007 Tennessee State Fair decreased to over 192,000 people, compared to over 230,000 attendees for the September 2006 Tennessee State Fair. With this reduction in funding, the September 2008 Tennessee State Fair should be able to provide roughly the same level of performance for Fair goers and competitors.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Enterprise Fund	\$1,913,300	NA	\$2,297,700	...	\$2,225,600
<b>FTEs:</b> Enterprise Fund	12.75	NA	9.88	...	10.18
<b>Results</b>					
Percentage change in exhibitors, vendors, and attendees who participate in the annual state fair	NA	NA	NA	NA	1%

**Flea Market Line of Business** – The purpose of the Flea Market Line of Business is to provide booth space/equipment and marketing products to prospective vendors so they can book booth space at the monthly Flea Market.

## Flea Market Program

The purpose of the Flea Market Program is to provide booth space/equipment and marketing products to prospective vendors so they can book booth space at the monthly Flea Market.

## Results Narrative

**Proposed Change in Funding:** \$26,400

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Additional charge for Insurance

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Enterprise Fund	\$1,300,100	NA	\$1,305,500	...	\$1,331,900
<b>FTEs:</b> Enterprise Fund	10.31	NA	8.39	...	8.39
<b>Results</b>					
Percentage of booth space booked at the Tennessee State Fairgrounds	NA	NA	NA	66%	NA

# 62 Tennessee State Fair-At a Glance



**Corporate Sales Line of Business** – The purpose of the Corporate Sales Line of Business is to provide facilities/equipment rental and marketing products to prospective event organizers so they can book an event at the Tennessee State Fairgrounds.

## Corporate Sales Program

The purpose of the Corporate Sales Program is to provide facilities/equipment rental and marketing products to prospective event organizers so they can book an event at the Tennessee State Fairgrounds.

## Results Narrative

**Proposed Change in Funding:** \$26,300

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Additional charge for Insurance

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Enterprise Fund	\$1,085,300	NA	\$1,085,300	...	\$1,111,600
<b>FTEs:</b> Enterprise Fund	6.13	NA	6.13	...	6.13
<b>Results</b>					
Percentage of day events booked at the Tennessee State Fairgrounds	NA	NA	NA	NA	NA

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	...		\$0	...	\$(59,800)

# 62 Tennessee State Fair-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,380,800	1,341,026	1,414,500	1,447,600
OTHER SERVICES:				
Utilities	463,100	455,277	473,100	473,100
Professional and Purchased Services	723,200	717,422	1,080,600	969,300
Travel, Tuition, and Dues	3,400	3,960	4,100	5,200
Communications	261,200	254,705	262,400	294,600
Repairs and Maintenance Services	80,500	59,126	70,500	70,500
Internal Service Fees	315,700	308,589	263,100	75,400
<b>TOTAL OTHER SERVICES</b>	<b>1,847,100</b>	<b>1,799,079</b>	<b>2,153,800</b>	<b>1,888,100</b>
Other Expense	620,800	644,481	670,200	738,900
Pension, Annuity, Debt, & Other Costs	450,000	410,733	450,000	476,400
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>4,298,700</b>	<b>4,195,319</b>	<b>4,688,500</b>	<b>4,551,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,600</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>4,298,700</b>	<b>4,195,319</b>	<b>4,688,500</b>	<b>4,554,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	4,295,100	4,087,016	4,682,100	4,554,600
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	3,600	5,523	3,600	0
<b>TOTAL PROGRAM REVENUE</b>	<b>4,298,700</b>	<b>4,092,538</b>	<b>4,685,700</b>	<b>4,554,600</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>4,298,700</b>	<b>4,092,538</b>	<b>4,685,700</b>	<b>4,554,600</b>

# 62 Tennessee State Fair-Financial



	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>State Fair 60156</b>								
Admin Asst	07241	SR0900	0	0.00	0	0.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	1	1.00	1	1.00	1	1.00
Bldg Maint Supv	07256	TS1100	1	1.00	1	1.00	1	1.00
Facility Coord	07040	SR1100	1	1.00	1	1.00	1	1.00
Fair Director	01980		1	1.00	1	1.00	1	1.00
Finance Officer 3	10152	SR1200	1	1.00	1	1.00	1	1.00
Maint & Repair Supv	07327	TS0800	1	1.00	1	1.00	1	1.00
Maint & Repair Worker 1	02799	TG0300	4	4.00	2	2.00	0	0.00
Maint & Repair Worker 2	07328	TG0400	0	0.00	2	2.00	4	4.00
Maint & Repair Worker 3	07329	TG0600	1	1.00	1	1.00	1	1.00
Office Support Rep 3	10122	SR0600	2	2.00	2	2.00	1	1.00
Program Mgr 2	07377	SR1200	2	2.00	2	2.00	2	2.00
Seasonal/Part-time/Temporary	09020		450	14.19	188	9.40	189	9.70
<b>Total Positions &amp; FTE</b>			<b>465</b>	<b>29.19</b>	<b>203</b>	<b>24.40</b>	<b>204</b>	<b>24.70</b>
<b>Department Totals</b>			<b>465</b>	<b>29.19</b>	<b>203</b>	<b>24.40</b>	<b>204</b>	<b>24.70</b>

\*The decrease in FTEs and positions from FY07 to FY08 is a result of the Department of Human Resources determining a more accurate count of full time equivalents and positions in the Seasonal/Part-time/Temporary class.

# 63 Nashville Convention Center-At a Glance



Budget Summary		2006-07	2007-08	2008-09
<b>Budget Summary</b>	<b>Expenditures and Transfers:</b>			
	Special Purpose Fund	\$6,034,300	\$6,355,700	\$6,265,600
	<b>Total Expenditures and Transfers</b>	<b>\$6,034,300</b>	<b>\$6,355,700</b>	<b>\$6,265,600</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$4,628,300	\$5,287,100	\$5,451,300
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	<b>\$4,628,300</b>	<b>\$5,287,100</b>	<b>\$5,451,300</b>
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	1,406,000	1,068,600	814,300
<b>Total Revenues</b>	<b>\$6,034,300</b>	<b>\$6,355,700</b>	<b>\$6,265,600</b>	
<b>Positions</b>	Total Budgeted Positions	55	61	59
<b>Contacts</b>	Executive Director: Charles L. Starks Financial Manager: Melissa Phillips Wagner  601 Commerce Street 37203-3724	email: charles.starks@nashville.gov email: melissa.wagner@nashville.gov  Phone: 742-2000 FAX: 742-2014		

## Line of Business and Program

### Event and Building Services

Event and Building Services

### Food and Beverage

Food and Beverage

### Sales and Marketing

Sales and Marketing

### Administration/Finance

Administration/Finance  
Non-allocated Financial Transactions



<b>Mission</b>	The mission of the Nashville Convention Center is to provide convention, trade show and meeting products to attendees and meeting planners so they can experience a superior serviced event while positively, economically impacting Nashville and Middle Tennessee.
<b>Goals</b>	<p>By December 2007, citizens and stakeholders of Nashville and Davidson County will understand the value of the Nashville Convention Center, the need for additional convention space in downtown Nashville and how the additional convention space will benefit them and the community, as evidenced by:</p> <ul style="list-style-type: none"> <li>• # of presentations given</li> <li>• # of endorsements</li> </ul> <p>By FY 2008 the Nashville Community will experience increased revenue through the Nashville Convention Center, as evidenced by:</p> <ul style="list-style-type: none"> <li>• 15% increase in food and beverage revenue</li> <li>• % increase in building rentals</li> <li>• % increase in ancillary revenue</li> </ul> <p>By the year 20XX, the Nashville Community will experience an upgraded and technologically enhanced Nashville Convention Center as evidenced by:</p> <ul style="list-style-type: none"> <li>▪ All public restrooms will be updated</li> <li>▪ Voice over IP will be installed</li> <li>▪ Set-up equipment will be updated</li> <li>▪ New entryway will be installed</li> <li>▪ New lighting will be installed</li> <li>▪ New food and beverage options will be available</li> <li>▪ % of customers will report satisfaction with the facility improvements</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Event and Building Services</b>	\$ 112,600 (0.40) fte	Increase in utility costs and other expense due to revenue increase for FY09.
<b>Sales and Marketing</b>	(191,600)	Reduction in advertising and travel will impact the ability to secure future business.
<b>Administration/Finance</b>	(15,300) (1.00) fte	Reductions will impact the ability to service customers while in the building.
<b>Nonallocated Financial Transactions</b>		
Pay Plan Adjustment	11,800	Supports the hiring and retention of a qualified workforce
Fringe Benefit Requirement	2,400	Funds required for projected fringe benefit expenses
Elimination of Safety & Risk Management Premiums	(1,600)	Elimination of charge for coverage of safety and risk management premiums and activities.
Insurance Billings	33,300	No impact on performance. Represents direct charges to department for insurance costs.



# 63 Nashville Convention Center-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
IOD Billings	\$ 1,800	No impact on performance. Represents direct charges to department for injury on duty costs.
Internal Service Eliminations		
Finance Charge	(35,300)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing.
Human Resources Charge	(13,800)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management.
Shared Business Office Charge	(4,700)	Eliminate the charge for delivery of administrative support functions.
Metro Payment Services Charge	(10,900)	Eliminate the charge for delivery of centralized payment services.
Customer Call Center Charge	(400)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers.
Internal Audit Charge	(4,000)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services.
Internal Service Charges		
Information Systems Charge	(18,200)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity.
Fleet Management Charge	(1,300)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(200)	Delivery of mail across the Metropolitan Government.
Surplus Property Charge	(700)	Handling and disposition of surplus property.
LOCAP Adjustment	46,000	No impact on performance.
TOTAL	\$(90,100) (1.40) ftes	

# 63 Nashville Convention Center-At a Glance



**Event and Building Services Line of Business** – The purpose of the Event and Building Services Line of Business is to provide event order products to exhibitors and meeting planners so that they can hold a successful conference.

## Event and Building Services Program

The purpose of the Event and Building Services Program is to provide event order products to exhibitors and meeting planners so that they can hold a successful conference.

## Results Narrative

**Proposed Change in Funding:** \$112,600

**Proposed Change in FTEs:** (0.40)

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** DES has informed us that our costs will most likely increase in FY09. Additionally, personnel, advertising and travel reductions will impact the ability of the convention center to secure future business, collect revenues and service customers while in the building.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$4,223,200	...	\$4,330,000	...	\$4,442,600
<b>FTEs:</b> Special Purpose Fund	37.80	...	37.80	...	37.40

## Results

Percent of meeting planners who report a successful conference

NA	NA	NA	89.5%	NR
----	----	----	-------	----

**Food and Beverage Line of Business** – The purpose of Food and Beverage Line of Business is to provide catering option products to meeting planners so they can accommodate the food and beverage needs of the convention center program attendees.

## Food and Beverage Program

The purpose of the Food and Beverage Program is to provide catering option products to meeting planners so they can accommodate the food and beverage needs of the convention center program attendees.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Food and Beverage revenue increase will require additional events to be booked into the convention center, which will increase costs in the Event and Building Program.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$55,900	...	\$59,200	...	\$59,200
<b>FTEs:</b> Special Purpose Fund	0.40	...	0.40	...	0.40

## Results

Percent change in catering sales

NA	NA	NA	NA	NR
----	----	----	----	----

**Sales and Marketing Line of Business** – The purpose of the Sales and Marketing Line of Business is to provide convention and meeting space products to convention, trade show and meeting planners so they can purchase meeting space and drive additional ancillary revenue for the Nashville Convention Center.

## Sales and Marketing Program

The purpose of the Sales and Marketing Program is to provide convention and meeting space products to convention, trade show and meeting planners so they can purchase meeting space and drive additional ancillary revenue for the Nashville Convention Center.

## Results Narrative

**Proposed Change in Funding:** \$(199,600)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** The reductions in advertising and travel will negatively impact the center’s ability to secure future business and revenues for the convention center. Personnel reductions will impact the ability of the convention center to service customers while in the building.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$874,000	...	\$1,041,000	...	\$841,400
<b>FTEs:</b> Special Purpose Fund	8.15	...	8.15	...	7.15
<b>Results</b>					
Percent of annual sales quota achieved	NA	NA	NA	NA	NR

**Administration/Finance Line of Business** – The purpose of the Administration/Finance Line of Business is to provide human resource and financial accountability products to the operating departments of the Nashville Convention Center so that they can service the internal and external customers of the Nashville Convention Center.

## Administration/Finance Program

The purpose of the Administration/Finance Program is to provide financial accountability products to the operating departments of the Nashville Convention Center so that they can service the internal and external customers of the Nashville Convention Center.

## Results Narrative

**Proposed Change in Funding:** \$(15,300)

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** The reductions in advertising and travel will negatively impact the center’s ability to secure future business and revenues for the convention center. Personnel reductions will impact the ability of the convention center to collect revenue and service customers while in the building.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$881,200	...	\$925,500	...	\$910,200
<b>FTEs:</b> Special Purpose Fund	6.25	...	6.25	...	5.25
<b>Results</b>					
Percent of accounts receivable dollars over 60 days	NA	NA	NA	NA	NR

### Non-allocated Financial Transactions Program

This program represents adjustments related to pay plan, benefits, safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

#### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$0	...	\$0	...	\$(2,000)

# 63 Nashville Convention Center-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	2,872,000	2,673,769	3,102,400	3,065,600
OTHER SERVICES:				
Utilities	1,300,300	1,331,582	1,255,100	1,355,500
Professional and Purchased Services	755,000	771,236	774,000	761,200
Travel, Tuition, and Dues	144,000	107,708	154,100	142,900
Communications	135,500	133,498	241,000	103,900
Repairs and Maintenance Services	264,100	365,905	261,200	264,500
Internal Service Fees	229,600	218,372	212,600	123,100
<b>TOTAL OTHER SERVICES</b>	<b>2,828,500</b>	<b>2,928,301</b>	<b>2,898,000</b>	<b>2,751,100</b>
Other Expense	333,800	416,880	355,300	447,100
Pension, Annuity, Debt, & Other Costs	0	1,280,953	0	1,800
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>6,034,300</b>	<b>7,299,902</b>	<b>6,355,700</b>	<b>6,265,600</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>3,881</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>6,034,300</b>	<b>7,303,783</b>	<b>6,355,700</b>	<b>6,265,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	4,628,300	5,352,147	5,287,100	5,451,300
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>4,628,300</b>	<b>5,352,147</b>	<b>5,287,100</b>	<b>5,451,300</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>1,406,000</b>	<b>1,406,000</b>	<b>1,068,600</b>	<b>814,300</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>6,034,300</b>	<b>6,758,147</b>	<b>6,355,700</b>	<b>6,265,600</b>

# 63 Nashville Convention Center-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>Convention Center 60162</b>								
Convention Center Comm Special	10460	SR1200	0	0.00	1	1.00	1	1.00
Convention Center Service Rep1	10467	SR0700	0	0.00	1	0.40	1	0.40
Cvn Ctr Accountant	06762	SR1200	1	1.00	1	1.00	1	1.00
Cvn Ctr Accounts Payable Spec	07269	SR0600	1	1.00	1	1.00	0	0.00
Cvn Ctr Accts Recv Spec	07770	SR0600	1	1.00	1	1.00	1	1.00
Cvn Ctr Ambassador 1	06986	SR0300	6	2.40	6	2.40	5	2.00
Cvn Ctr Ambassador 2	06755	SR0400	2	2.00	2	2.00	2	2.00
Cvn Ctr Asst Dir	06751	SR1500	1	1.00	1	1.00	1	1.00
Cvn Ctr Bldg Maint Supt	06723	SR1200	1	1.00	1	1.00	1	1.00
Cvn Ctr Dir	06694	DP0200	1	1.00	1	1.00	1	1.00
Cvn Ctr Dir of Administration	06752	SR1400	1	1.00	1	1.00	1	1.00
Cvn Ctr Dir of Sales/Marketing	06706	SR1400	1	1.00	1	1.00	1	1.00
Cvn Ctr Director of Operations	06705	SR1300	1	1.00	1	1.00	1	1.00
Cvn Ctr Event Mgr	07270	SR1000	1	1.00	2	2.00	2	2.00
Cvn Ctr Event Mgr Sr	07271	SR1100	1	1.00	0	0.00	0	0.00
Cvn Ctr Exec Asst	10157	SR1000	1	1.00	1	1.00	1	1.00
Cvn Ctr Facilities Supv	06760	SR1000	2	2.00	2	2.00	2	2.00
Cvn Ctr Human Resources Coord	10170	SR1200	1	1.00	1	1.00	1	1.00
Cvn Ctr Lead Maint Mechanic	06730	TL0900	3	3.00	3	3.00	3	3.00
Cvn Ctr Lead Safety Officer	07276	SR0600	1	1.00	1	1.00	1	1.00
Cvn Ctr Mkting Coord	06758	SR0800	1	1.00	1	1.00	1	1.00
Cvn Ctr Office Support Spec	06759	SR0700	3	3.00	3	3.00	3	3.00
Cvn Ctr Safety Officer 1	06984	SR0400	7	2.80	7	2.80	7	2.80
Cvn Ctr Safety Officer 2	07005	SR0500	4	4.00	4	4.00	4	4.00
Cvn Ctr Sales Mgr	06763	SR1100	4	4.00	4	4.00	4	4.00
Cvn Ctr Set Up Leader	06733	TL0700	5	5.00	5	5.00	5	5.00
Cvn Ctr Svc Rep 2	06722	SR0800	2	1.40	1	1.00	1	1.00
Info Sys Comm Analyst 3	07265	SR1200	1	1.00	0	0.00	0	0.00
Info Sys Comm Tech 1	07266	SR0800	1	1.00	1	1.00	1	1.00
Maint & Repair Worker 2	07328	TG0400	0	0.00	1	1.00	1	1.00
Trades, Labor, & Svc Trainee	06545	TG0200	0	0.00	5	5.00	5	5.00
<b>Total Positions &amp; FTE</b>			<b>55</b>	<b>46.60</b>	<b>61</b>	<b>52.60</b>	<b>59</b>	<b>51.20</b>
<b>Department Totals</b>			<b>55</b>	<b>46.60</b>	<b>61</b>	<b>52.60</b>	<b>59</b>	<b>51.20</b>

# 65 Water & Sewer Services Fd-At a Glance



Budget Summary		2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>				
	Water & Sewer Operating Fund	\$ 89,353,300	\$101,518,500	\$ 98,322,000
	Water & Sewer Debt Service Fund	58,407,100	50,619,400	52,781,200
	W & S Extension & Replacement Fund	122,615,698	77,779,000	27,639,700
	W & S Operating Reserve Fund	260,200	632,200	632,200
	Stormwater Fund	12,926,200	12,799,200	11,435,100
	<b>Total Expenditures and Transfers</b>	<b>\$283,562,498</b>	<b>\$243,348,300</b>	<b>\$190,810,200</b>
<b>Revenues and Transfers:</b>				
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 11,712,700	\$ 11,712,700
	Other Governments and Agencies	0	0	0
	Other Program Revenue	0	33,000,000	0
	<b>Total Program Revenue</b>	<b>\$ 0</b>	<b>\$ 44,712,700</b>	<b>\$ 11,712,700</b>
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	190,081,100	180,461,600	179,097,500
	<b>Total Revenues</b>	<b>\$190,081,100</b>	<b>\$225,174,300</b>	<b>\$190,810,200</b> **
<b>Positions</b>	Total Budgeted Positions	750	759	741
<b>Contacts</b>	Director: Scott Potter Financial Manager: Glenn Mizell 1600 2 <sup>nd</sup> Avenue North 37208	email: scott.potter@nashville.gov email: glenn.mizell@nashville.gov Phone: 862-4505 FAX: 862-4929		

## Line of Business and Program

### Customer Services

- Billing and Collections
- Meter Reading
- Lobby/Cash
- Permits/Customer Connection
- Phone Center
- Field Activities

### Distribution and Collection

- Distribution and Collection Planning
- Sewer Maintenance
- Water Maintenance

### Engineering

- Contract Administration
- Design and Development Review
- Inspection
- System Improvements and Planning

### Stormwater

- Development Review and Permitting
- Routine Maintenance
- Water Quality
- Remedial Maintenance

### Wastewater Operations

- Collection Facilities Operations and Maintenance
- Wastewater Plant Maintenance
- Wastewater Treatment Plant Operation
- Laboratory Compliance
- Security

### Water Operations

- Distribution Facilities Operations and Maintenance
- Laboratory Compliance
- Plant Maintenance
- Water Treatment Plant Operations
- Security

### Administrative

- Non-allocated Financial Transactions
- Operations Administration
- ITS Applications Support
- Human Resources
- Finance
- Procurement
- Executive Leadership

\*\* This reflects a change in presentation for the previous fiscal year to identify the spending authority required for each fund. The principal difference between this presentation and the presentation in the FY08 budget book is the inclusion of operational and debt service transfers in FY09.

<p><b>Mission</b></p>	<p>The mission of Metropolitan Water Services is to provide drinking water, wastewater treatment, and stormwater management services to our community so we can enjoy a vital, safe, and dependable water supply and protected environment.</p>
<p><b>Goals</b></p>	<p>By 2008, MWS customers will enjoy recreational activities using streams that are swimmable and fishable (according to state and federal criteria), as evidenced by:</p> <ul style="list-style-type: none"> <li>• 16% increase in mileage of (303(d)) Impaired Streams assessed</li> <li>• 99% compliance for all permitted Stormwater and collection system operations</li> <li>• 99% compliance for wastewater effluent quality</li> </ul> <p>By 2008, MWS will maintain competitiveness, relative to the top 10 rated large public utilities*, for clean, safe water services (water and wastewater), as indicated by:</p> <ul style="list-style-type: none"> <li>• Cost per MG (million gallons) water treated</li> <li>• Cost per MG (million gallons) of wastewater treatment capacity</li> <li>• Billing cost per customer</li> <li>• # of IODs (injuries on duty)</li> <li>• # of at fault vehicular accidents</li> <li>• # of OSHA/TOSHA (Occupational Safety and Health Administration / Tennessee Occupational Safety and Health Administration) violations</li> <li>• % of bad debt to revenue billed</li> <li>• % non-revenue water</li> <li>• Demand for Stormwater Capital Improvements will show a negative trend, as reflected in the comparison of projects completed vs. projects designed.</li> </ul> <p><i>*American Waterworks Association (AWWA), Association of Metropolitan Sewage Agencies (AMSA), and Water Environmental Federation (WEF), as applicable</i></p> <p>Customers of MWS will continue to have clean, safe, drinkable water, at levels meeting EPA (Environmental Protection Agency) water production and distribution water quality standards, as indicated by:</p> <ul style="list-style-type: none"> <li>• Turbidity levels</li> <li>• Chlorine levels</li> <li>• Bacteria levels</li> <li>• Taste and Odor</li> <li>• Disinfection By-Products</li> </ul> <p>MWS customers will continue to find it easier to do business with MWS and will be provided bills for service that are more accurate and timely, and telephone inquires, when needed, will be answered more quickly and with less time "on hold". These improvements will be evidenced by:</p> <ul style="list-style-type: none"> <li>• 5%, plus or minus 3%, on average, of calls where customers hang up before receiving call response (call abandonment) 45 seconds or less, on average, that customers are "on hold"</li> <li>• 99% of customer bills, per month, reflecting accurate meter readings meters read accurately per month</li> <li>• 99% of customer bills issued on time</li> </ul>



# 65 Water & Sewer Services Fd-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Stormwater Remedial Maintenance</b>		
Storm Drain Repair	\$(1,005,000)	Reduce contracted storm drain repair delaying completion of low priority projects.
Engineering Services	(115,100)	Reduce contracted plans review services with limited impact on performance.
<b>Wastewater Treatment Plant Operation</b>		
Refuse Disposal	(1,364,000)	Reduction in cost resulting from the start-up of the biosolids project with no impact on performance.
<b>Executive Leadership</b>		
Staff Reduction	(1,348,100) (18 FTEs)	Reduce operational and administrative staff.
<b>Stormwater Transfer</b>		
	(1,364,100)	Transfer to support stormwater operations with no impact on performance.
<b>Nonallocated Financial Transactions</b>		
Elimination of Safety and Risk Management Premiums	(451,200)	Elimination of charge for coverage of safety and risk management premiums and activities.
Finance Charge	(756,400)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(352,600)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(57,800)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(129,500)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(10,500)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(101,700)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(81,900)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Facilities Maintenance & Security Charge	(400)	Delivery of facility maintenance and associated security functions
Fleet Management Charge	(125,400)	Delivery of fleet management, fuel services, and maintenance functions

# 65 Water & Sewer Services Fd-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Postal Service Charge	\$ (900)	Delivery of mail across the Metropolitan Government
Radio Service Charge	10,000	Delivery of radio infrastructure support and radio installation and maintenance
Surplus Property Charge	6,600	Handling and disposition of surplus property
Insurance Billing	186,400	No impact on performance. Represents direct charges to departments for insurance costs.
LOCAP Adjustments	1,591,900	No impact on performance.
Injured on Duty	909,100	No impact on performance.
Water Operating & Stormwater Funds Total	(4,560,600) (18 FTEs)	
Debt Service Fund	2,161,800	
Extension & Replacement Fund	(50,139,300)	
<b>TOTAL</b>	<b>\$(52,538,100)</b> <b>(18 FTEs)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Water Services Department for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	68%	25%	7%
Program Budget Dollars:	83%	16%	1%

# 65 Water & Sewer Services Fd-At a Glance



**Customer Services Line of Business** - The purpose of the Customer Services Line of Business is to provide billing and collections, meter reading, lobby and cash operations, field activities, phone services, and permits/customer connection products to rate payers so they can conduct business with the utility.

## Billing and Collections Program

The purpose of the Billing and Collections Program is to provide billing and collections products to the utility so it can receive proper and timely payments for delivered products, reduce bad debt, and continue efficient operations for ratepayers.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$2,033,500	\$2,055,401	\$2,478,100	...	\$2,478,100
<b>FTEs:</b> Operations Fund	12.0	12.0	12.0	...	12.0
<b>Results</b>					
Percentage change in 60 day receivables	1%	NC	1%	1.74%	1%

## Meter Reading Program

The purpose of the Meter Reading Program is to provide meter readings to the Billing and Collections Program so they can provide utility customers with accurate and timely bills.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The proposed budget will result in an increase of 4% in performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$1,070,400	\$737,883	\$667,000	...	\$667,000
<b>FTEs:</b> Operations Fund	20.0	20.0	20.0	...	20.0
<b>Results</b>					
Percentage of monthly bills issued on time	100%	94%	96%	95.83%	100%

## Lobby/Cash Program

The purpose of the Lobby/Cash Program is to provide customer assistance products to water and wastewater users so they can receive services and make payments using convenient customer assistance venues.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$680,700	\$633,163	\$700,700	...	\$700,700
<b>FTEs:</b> Operations Fund	7.0	7.0	7.0	...	7.0
<b>Results</b>					
Percentage of payments made through automated services	90%	86%	90%	86%	90%

# 65 Water & Sewer Services Fd-At a Glance



## Permits/Customer Connection Program

The purpose of the Permits/Customer Connection Program is to provide infrastructure and connection assistance products to utility contractors and developers so they can connect to our water and wastewater systems in a timely manner and proceed with their desired projects.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$795,900	\$527,696	\$685,600	...	\$685,600
<b>FTEs:</b> Operations Fund	10.5	10.5	10.5	...	10.5

### Results

Percentage of customer requests, approved for permitting, completed and billed within established guidelines

	2007	2007 Actual	2008	2008 1 <sup>st</sup> Half	2009
Percentage of customer requests, approved for permitting, completed and billed within established guidelines	0%	NR	NA	NA	NR

## Phone Center Program

The purpose of the Phone Center Program is to provide customer assistance products to water and wastewater users so they can receive services and make payments using convenient telephone customer service methods.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** The proposed budget will result in a decrease of 5% in performance.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$1,386,300	\$1,269,834	\$1,312,000	...	\$1,312,000
<b>FTEs:</b> Operations Fund	19.5	19.5	19.5	...	19.5

### Results

Percentage of phone center calls receiving information or services through automated systems

	2007	2007 Actual	2008	2008 1 <sup>st</sup> Half	2009
Percentage of phone center calls receiving information or services through automated systems	49%	52%	55%	52%	50%

## Field Activities Program

The purpose of the Field Activities Program is to provide meter information and maintenance products to the utility so it can issue accurate bills in a timely manner, respond to customer requests and provide uninterrupted water service.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$2,897,100	\$3,251,563	\$3,562,000	...	\$3,562,000
<b>FTEs:</b> Operations Fund	32.0	32.0	32.0	...	32.0

### Results

Percentage of work orders cleared in two days

	2007	2007 Actual	2008	2008 1 <sup>st</sup> Half	2009
Percentage of work orders cleared in two days	98%	94%	97%	NA	NR

# 65 Water & Sewer Services Fd-At a Glance



**Distribution and Collection Line of Business** - The purpose of the Distribution and Collection Line of Business is to provide planning and sewer and water maintenance products to the utility in order to deliver water and collect and transport wastewater.

## Distribution and Collection Planning Program

The purpose of the Distribution and Collection Planning Program is to provide field investigation and maintenance scheduling products to MWS, other utility personnel and contractors so they can provide scheduled maintenance and timely repairs to the distribution and collection systems.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$3,554,900	\$4,310,364	\$4,473,500	...	\$4,473,500
<b>FTEs:</b> Operations Fund	42.0	42.0	42.0	...	42.0
<b>Results</b>					
Percentage of Tennessee One-call tickets designations (marked) produced within timeframe	100%	NC	100%	100%	100%

## Sewer Maintenance Program

The purpose of the Sewer Maintenance Program is to provide sewer system repair and maintenance products to MWS (Metro Water Services) so it can provide maintenance at a competitive cost.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The proposed budget will result in a decrease in the percentage of sewer activities that are scheduled.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$2,465,800	\$3,513,144	\$3,422,200	...	\$3,422,200
<b>FTEs:</b> Operations Fund	45.0	45.0	45.0	...	45.0
<b>Results</b>					
Percentage of sewer system activities scheduled	99%	99%	99%	86.55%	85%

## Water Maintenance Program

The purpose of the Water Maintenance Program is to provide water system repair and maintenance products to MWS so it can minimize emergency repairs.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$5,211,000	\$5,560,540	\$5,470,500	...	\$5,470,500
<b>FTEs:</b> Operations Fund	80.0	80.0	80.0	...	80.0
<b>Results</b>					
Percentage of water system activities scheduled	75%	75%	80%	98.26%	80%

# 65 Water & Sewer Services Fd-At a Glance



**Engineering Line of Business** - The purpose of the Engineering Line of Business is to provide new development review and approval, master planning, design, contract and construction administration, and customer advocacy products to customers requesting connection to our systems and to MWS so that they can connect to our systems and/or receive timely and accurate technical support.

## Contract Administration Program

The purpose of the Contract Administration Program is to provide contract administration, property rights, acquisitions, customer advocacy, and technical/legislative support products to citizens, elected officials, government agencies and the development community so they can have cost-effective, environmentally safe and reliable water and wastewater systems.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$554,200	\$609,432	\$642,900	...	\$642,900
<b>FTEs:</b> Operations Fund	9.0	9.0	9.0	...	9.0

## Results

Percentage change in the duration of rain induced sewer pump station bypasses	10%	NC	10%	.6905%	10%
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## Design and Development Review Program

The purpose of the Design and Development Review Program is to provide engineering design and technical guidance products to MWS' Engineering Inspections Program and developers so they can build projects within established timelines and according to specified plans.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$386,600	\$406,003	\$515,800	...	\$515,800
<b>FTEs:</b> Operations Fund	4.0	4.0	4.0	...	4.0

## Results

Percentage of project designs completed within established timeframes	NA	NC	100%	100%	100%
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## Inspection Program

The purpose of the Inspection Program is to provide construction management products to MWS infrastructure and maintenance so they can have properly functioning new collection and distribution facilities delivered within the time and contract budget.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$382,900	\$379,213	\$626,800	...	\$626,800
<b>FTEs:</b> Operations Fund	5.0	5.0	5.0	...	5.0

## Results

Percentage change in project cost due to change orders	3%	NC	3%	3%	3%
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### System Improvements and Planning Program

The purpose of the System Improvements and Planning Program is to provide system improvements, analysis, and mapping products to other MWS divisions and to current and future utility customers so they can have safe and reliable quantity of water and safe and reliable capacity of wastewater services.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$371,300	\$382,712	\$383,700	...	\$383,700
<b>FTEs:</b> Operations Fund	6.0	6.0	6.0	...	6.0
<b>Results</b>					
Percentage change in water flow capacity in Water Infrastructure Rehabilitation project areas	55%	46%	50%	55%	50%

**Stormwater Line of Business** - The purpose of the Stormwater Line of Business is to provide development review and permitting, master planning, routine and remedial maintenance, and improved watershed water quality products to residents of Davidson County (excluding incorporated cities inside Metro) so that they can have a reduced potential for property damage, safe roadways and improved stream water quality.

### Development Review and Permitting Program

The purpose of the Development Review and Permitting Program is to provide information, technical guidance/feedback, and regulatory oversight products to the development community so they can obtain approvals and permits in a timely manner to pursue development according to Metro Stormwater guidelines.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Stormwater Fund	\$1,025,200	\$745,288	\$1,156,700	...	\$1,156,700
<b>FTEs:</b> Stormwater Fund	12.0	12.0	12.0	...	12.0
<b>Results</b>					
Percentage of plans submitted that have been reviewed within 14 working days	80%	59%	80%	NA	NR

### Routine Maintenance Program

The purpose of the Routine Maintenance Program is to provide existing stormwater system cleaning and repair products to the community so they can enjoy safe roadways and reduced property damage through proactive mitigation of stormwater system impairments.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** The proposed budget will result in a decrease of maintenance that is preventative.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Stormwater Fund	\$3,356,000	\$3,220,586	\$3,432,700	...	\$3,432,700
<b>FTEs:</b> Stormwater Fund	31.0	31.0	31.0	...	31.0
<b>Results</b>					
Percentage of maintenance that is preventative	NA	73%	45%	NA	25.5%

# 65 Water & Sewer Services Fd-At a Glance



## Water Quality Program

The purpose of the Water Quality Program is to provide compliance with the Phase I Metro NPDES (National Pollution Discharge Elimination System) and MS4 (Municipal Separated Storm Sewer System) permit to the Tennessee Department of Environment and Conservation (TDEC) so they can be assured that Metro is in compliance with the NPDES (National Pollution Discharge Elimination System) permit.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Stormwater Fund	\$1,241,000	\$1,166,150	\$1,288,200	...	\$1,288,200
<b>FTEs:</b> Stormwater Fund	14.0	14.0	14.0	...	14.0
<b>Results</b>					
Percentage of time Metro is in compliance with the National Pollution Discharge Elimination System permit	100%	100%	100%	100%	100%

## Remedial Maintenance Program

The purpose of the Remedial Maintenance Program is to provide system repair and additional products to the community so they can enjoy safe roadways and reliable performance of the stormwater system.

## Results Narrative

**Proposed Change in Funding:** \$(1,119,000)  
**Proposed Change in FTEs:** 0.0  
**Proposed Change in Performance:** Reduce contracted storm drain repair services and engineering services delaying completion of low priority projects.  
**Other:** Proposed budget a decrease of \$1,005,000 in storm drain repair. The proposed budget also includes a decrease of \$114,000 in engineering services.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Stormwater Fund	\$1,662,100	\$1,672,298	\$3,177,400	...	\$2,058,400
<b>FTEs:</b> Stormwater Fund	23.0	23.0	33.0	...	33.0
<b>Results</b>					
Percentage change in median severity score for remediation projects investigated within fiscal year	NR	NC	1%	NA	NR

**Wastewater Operations Line of Business -** The purpose of the Wastewater Operations Line of Business is to provide treatment, maintenance, security and laboratory services to MWS and its customers so that they can have safe water resources.

## Collection Facilities Operations and Maintenance Program

The purpose of the Collection Facilities Operations and Maintenance Program is to provide operations and technical maintenance products to MWS Operations, Engineering and System Services Divisions so they can provide wastewater collection and treatment services for MWS customers.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$5,506,000	\$5,408,981	\$7,000,500	...	\$7,000,500
<b>FTEs:</b> Operations Fund	40.0	40.0	40.0	...	40.0
<b>Results</b>					
Percentage of total overflows caused by equipment failure	100%	7%	100%	NA	100%



# 65 Water & Sewer Services Fd-At a Glance



## Wastewater Plant Maintenance Program

The purpose of the Wastewater Plant Maintenance Program is to provide preventive and corrective maintenance products to MWS Operations so they can have plants that operate at optimum required capacity.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$5,579,100	\$5,175,021	\$5,940,700	...	\$5,940,700
<b>FTEs:</b> Operations Fund	64.0	64.0	64.0	...	64.0
<b>Results</b> Percentage of equipment available versus equipment required to meet capacity	100%	100%	100%	100%	100%

## Wastewater Treatment Plant Operation Program

The purpose of the Wastewater Treatment Plant Operation Program is to provide wastewater treatment products for the community so they can be assured of fishable and swimmable water resources.

## Results Narrative

**Proposed Change in Funding:** \$(1,364,000)  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** Refuse disposal of solid waste is reduced 45% as the start up of the Biosolids Facilities which should be completed in FY2009.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$17,330,700	\$17,888,496	\$19,873,400	...	\$18,509,400
<b>FTEs:</b> Operations Fund	78.0	78.0	78.0	...	78.0
<b>Results</b> Percentage of compliance with National Pollution Discharge Elimination System permit requirements	100%	99.3%	100%	100%	100%

## Laboratory Compliance Program

The purpose of the Laboratory Compliance Program is to provide water quality and compliance reports, analytical data and support products to MWS (Metro Water Services) so they can have timely and accurate data that enables them to operate efficiently and in compliance with regulations.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$2,197,800	\$1,635,841	\$2,387,500	...	\$2,387,500
<b>FTEs:</b> Operations Fund	30.0	30.0	30.0	...	30.0
<b>Results</b> Percentage of Environmental Protection Agency defined time requirements for reports that are met	100%	100%	100%	100%	100%

### Security Program

The purpose of the Security Program is to provide security and protection products to MWS so they can continue operations to provide safe drinking water and wastewater treatment free of security breaches.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$899,400	\$867,806	\$987,000	...	\$987,000
<b>FTEs:</b> Operations Fund	0.0	0.0	0.0	...	0.0
<b>Results</b> Percentage of days free from security breaches	100%	100%	100%	100%	100%

**Water Operations Line of Business** - The purpose of the Water Operations Line of Business is to provide treatment, maintenance, security and laboratory services to MWS and its customers so that they can have a safe drinking water supply of reliable quantity with sufficient water pressure.

### Distribution Facilities Operations and Maintenance Program

The purpose of the Distribution Facilities Operations and Maintenance Program is to provide operations, technical maintenance services and monitoring of the distribution system to MWS Operations, Engineering and System Services Divisions so they can provide safe drinking water of reliable quantity for Metro Water Services' customers.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$2,645,600	\$4,185,192	\$2,855,700	...	\$2,855,700
<b>FTEs:</b> Operations Fund	0.0	0.0	0.0	...	0.0
<b>Results</b> Percentage of customer hours that system demand exceeded capacity due to facility failure	0%	0%	0%	NA	0%

### Laboratory Compliance Program

The purpose of the Laboratory Compliance Program is to provide water quality and compliance reports, analytical data and support products to MWS so they can have timely and accurate data that enables them to operate efficiently and in compliance with regulations.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$39,700	\$747,425	\$48,700	...	\$48,700
<b>FTEs:</b> Operations Fund	0.0	0.0	0.0	...	0.0
<b>Results</b> Percentage of Environmental Protection Agency defined time requirements for reports that are met	100%	100%	100%	NA	100%

# 65 Water & Sewer Services Fd-At a Glance



## Plant Maintenance Program

The purpose of the Plant Maintenance Program is to provide preventive and corrective maintenance products to MWS Operations and Maintenance so they can have plants that operate at optimum required capacity.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$2,475,100	\$1,837,780	\$2,760,400	...	\$2,760,400
<b>FTEs:</b> Operations Fund	32.0	32.0	32.0	...	32.0
<b>Results</b>					
Percentage of equipment available versus equipment required to meet capacity	100%	100%	100%	100%	100%

## Water Treatment Plant Operations Program

The purpose of the Water Treatment Plant Operations Program is to provide a safe supply of drinking water for community use and fire protection to all MWS customers so they can have potable and aesthetically pleasing water of reliable quantity and pressure.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$9,244,600	\$10,133,236	\$10,858,400	...	\$10,858,400
<b>FTEs:</b> Operations Fund	54.0	54.0	54.0	...	54.0
<b>Results</b>					
Percentage of days in compliance with water quality standards of the Safe Drinking Water Act	100%	100%	100%	100%	100%

## Security Program

The purpose of the Security Program is to provide protection of critical assets and employees for MWS (Metro Water Services) in order to continue to provide safe drinking water and wastewater treatment.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$565,000	\$548,641	\$571,000	...	\$571,000
<b>FTEs:</b> Operations Fund	0.0	0.0	0.0	...	0.0
<b>Results</b>					
Percentage of days free of security breaches	100%	98.9%	100%	100%	100%

# 65 Water & Sewer Services Fd-At a Glance



**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support services to departments so they can efficiently and effectively deliver results for customers.

## Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY09. For a detailed description, see the Budget Change and Results Highlights page.

### Results Narrative

**Proposed Change in Funding:** \$(778,400) Water  
 \$(245,100) Stormwater  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$13,187,300	\$13,345,834	\$ 0	...	\$(778,400)
Operations Fund - Stormwater	<u>5,639,900</u>	<u>2,901,556</u>	<u>3,744,200</u>	...	<u>3,499,100</u>
Total	\$18,827,200	\$16,247,390	\$3,744,200		\$2,720,700

## Operations Administration Program

The purpose of the Operations Administration Program is to provide management information products to Metro Water Services employees so they can produce quality water and wastewater products.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$826,200	\$980,741	\$974,400	...	\$974,400
<b>FTEs:</b> Operations Fund	11.5	11.5	11.5	...	11.5

### Results

Percentage of compliance with federal and state regulatory requirements pertaining to safe drinking water and clean wastewater

	0%	0%	100%	NA	100%
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## IT Applications Support Program

The purpose of the IT Applications Support Program is to provide business recommendations, applications, and project reporting products to MWS Divisions so they can use technologies and technology applications to improve their business processes.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$2,799,000	\$2,729,457	\$2,957,800	...	\$2,957,800
<b>FTEs:</b> Operations Fund	13.0	13.0	13.0	...	13.0

### Results

Percentage of projects where the customer experiences satisfaction with ITS performance and product delivery

	98%	98%	NR	98%	98%
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## Human Resources Program

The purpose of the Human Resources Program is to provide employment products to department employees so they can receive adequate training, equitable benefits, accurate compensation, safety enhancement and risk management products that are designed to prevent accidents and injuries and effectively respond to accidents and injuries that occur.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$324,700	\$216,022	\$221,900	...	\$221,900
<b>FTEs:</b> Operations Fund	4.5	4.5	4.5	...	4.5
<b>Results</b>					
Percentage compliance with mandated training	97%	97%	97%	NA	97%

## Finance Program

The purpose of the Finance Program is to provide financial management products to this Metro department so it can effectively manage its financial resources.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$1,657,800	\$1,588,385	\$1,712,500	...	\$1,712,500
<b>FTEs:</b> Operations Fund	14.5	14.5	14.5	...	14.5
<b>Results</b>					
Percentage of payroll authorizations filed accurately and timely	100%	100%	100%	NA	100%

## Procurement Program

The purpose of the Procurement Program is to provide purchasing transaction support products to this Metro department so it can obtain needed goods and services in a timely and efficient manner.

## Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change in performance is expected for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$496,800	\$367,413	\$409,100	...	\$409,100
<b>FTEs:</b> Operations Fund	6.5	6.5	6.5	...	6.5
<b>Results</b>					
Percentage of vendors paid on or before due date	85%	85%	87%	80%	87%



## Executive Leadership Program

The purpose of the Executive Leadership Program is to provide business policy and decision products to this Metro department so it can deliver results for customers.

## Results Narrative

**Proposed Change in Funding:** \$(1,054,100)

**Proposed Change in FTEs:** (18.00)

**Proposed Change in Performance:** This reduction will delay project completion.

**Other:** Reduce operational and administrative vacancies.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Operations Fund	\$1,787,900	\$1,765,116	\$17,018,700	...	\$15,964,600
<b>FTEs:</b> Operations Fund	28.0	28.0	28.0	...	10.0
<b>Results</b>					
Percentage of departmental key results achieved	95%	95%	85%	95%	80%

# 65 Water & Sewer Services Fund-Financial



## Water & Sewer Operating Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	37,723,700	37,858,515	39,852,600	38,798,600
<b>OTHER SERVICES:</b>				
Utilities	11,664,600	13,441,077	14,717,800	14,717,800
Professional and Purchased Services	7,869,900	7,896,339	7,947,100	6,583,100
Travel, Tuition, and Dues	251,200	312,572	393,600	393,600
Communications	1,711,600	1,432,113	1,660,200	1,660,200
Repairs and Maintenance Services	2,468,000	3,549,665	3,554,900	3,554,900
Internal Service Fees	5,500,400	5,870,956	5,767,100	4,433,600
<b>TOTAL OTHER SERVICES</b>	<b>29,465,700</b>	<b>32,502,723</b>	<b>34,040,700</b>	<b>31,343,200</b>
Other Expense	15,088,600	15,897,196	18,500,800	19,804,900
Pension, Annuity, Debt, & Other Costs	-382,500	-663,050	-186,000	429,000
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>81,895,500</b>	<b>85,595,384</b>	<b>92,208,100</b>	<b>90,375,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>7,457,800</b>	<b>7,462,950</b>	<b>9,310,400</b>	<b>7,946,300</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>89,353,300</b>	<b>93,058,334</b>	<b>101,518,500</b>	<b>98,322,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>89,353,300</b>	<b>89,182,837</b>	<b>101,518,500</b>	<b>98,322,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>89,353,300</b>	<b>89,182,837</b>	<b>101,518,500</b>	<b>98,322,000</b>

# 65 Water & Sewer Services Fund-Financial



## W & S Debt Service Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	0	0	0	0
Pension, Annuity, Debt, & Other Costs	58,407,100	23,450,365	50,619,400	52,781,200
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>58,407,100</b>	<b>23,450,365</b>	<b>50,619,400</b>	<b>52,781,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>1,074,786</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>58,407,100</b>	<b>24,525,151</b>	<b>50,619,400</b>	<b>52,781,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	1,122,002	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>1,122,002</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>58,407,100</b>	<b>52,332,706</b>	<b>50,619,400</b>	<b>52,781,200</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>58,407,100</b>	<b>53,454,708</b>	<b>50,619,400</b>	<b>52,781,200</b>



# 65 Water & Sewer Services Fund-Financial



## W & S Extension & Replacement Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	1,083,400	6,209,375	541,700	541,700
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	7,201	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>7,201</b>	<b>0</b>	<b>0</b>
Other Expense	0	832,478	0	0
Pension, Annuity, Debt, & Other Costs	13,757,857	43,470,502	7,063,000	7,063,000
Special Projects	102,136,941	0	65,787,300	18,029,800
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>116,978,198</b>	<b>50,519,556</b>	<b>73,392,000</b>	<b>25,634,500</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>5,637,500</b>	<b>3,150,757</b>	<b>4,387,000</b>	<b>2,005,200</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>122,615,698</b>	<b>53,670,313</b>	<b>77,779,000</b>	<b>27,639,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	52,638,282	10,060,000	10,060,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	33,000,000	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>52,638,282</b>	<b>43,060,000</b>	<b>10,060,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>29,134,300</b>	<b>23,969,265</b>	<b>16,545,000</b>	<b>17,579,700</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>29,134,300</b>	<b>76,607,547</b>	<b>59,605,000</b>	<b>27,639,700</b>

# 65 Water & Sewer Services Fund-Financial



## W & S Operating Reserve Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
<b>OTHER SERVICES:</b>				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	0	0	0	0
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Expense	0	0	0	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>260,200</b>	<b>44,452</b>	<b>632,200</b>	<b>632,200</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>260,200</b>	<b>44,452</b>	<b>632,200</b>	<b>632,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>260,200</b>	<b>0</b>	<b>632,200</b>	<b>632,200</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>260,200</b>	<b>0</b>	<b>632,200</b>	<b>632,200</b>

# 65 Water & Sewer Services Fund-Financial



## Stormwater Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	5,686,500	5,030,687	6,185,600	6,185,600
OTHER SERVICES:				
Utilities	49,500	46,695	47,800	47,800
Professional and Purchased Services	451,000	472,390	609,100	495,100
Travel, Tuition, and Dues	14,200	5,348	15,200	15,200
Communications	87,700	47,197	69,100	69,100
Repairs and Maintenance Services	231,100	775,890	1,340,900	335,900
Internal Service Fees	289,500	267,000	288,500	21,500
<b>TOTAL OTHER SERVICES</b>	<b>1,123,000</b>	<b>1,614,520</b>	<b>2,370,600</b>	<b>984,600</b>
Other Expense	479,200	490,668	493,800	515,700
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	5,637,500	2,597,818	3,749,200	3,749,200
<b>TOTAL OPERATING EXPENSE</b>	<b>12,926,200</b>	<b>9,733,694</b>	<b>12,799,200</b>	<b>11,435,100</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>12,926,200</b>	<b>9,733,694</b>	<b>12,799,200</b>	<b>11,435,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	5,995	1,652,700	1,652,700
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	92,995	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>92,995</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	614,016	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>713,006</b>	<b>1,652,700</b>	<b>1,652,700</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	30,165	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>30,165</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>12,926,200</b>	<b>9,526,200</b>	<b>11,146,500</b>	<b>9,782,400</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>12,926,200</b>	<b>10,269,371</b>	<b>12,799,200</b>	<b>11,435,100</b>

# 65 Water & Sewer Services Fund-Financial



	Class	Grade	FY 2007		FY 2008		FY 2009	
			Bud. Pos.	Bud. FTE	Bud. Pos.	Bud. FTE	Bud. Pos.	Bud. FTE
<b>Stormwater 37100</b>								
Admin Svcs Mgr	07242	SR1300	1	1.00	1	1.00	1	1.00
Cust Svc Supv	06598	SR1000	1	1.00	1	1.00	1	1.00
Engineer 1	07294	SR1200	7	7.00	8	8.00	8	8.00
Engineer 2	07295	SR1300	3	3.00	4	4.00	4	4.00
Engineer 3	06606	SR1400	2	2.00	2	2.00	2	2.00
Engineer In Training	07296	SR1000	3	3.00	6	6.00	6	6.00
Engineering Tech 3	07300	SR1000	10	10.00	10	10.00	10	10.00
Envir Compliance Officer 2	07742	SR1000	5	5.00	5	5.00	5	5.00
Envir Compliance Officer 3	07743	SR1200	1	1.00	2	2.00	2	2.00
Equip Operator 2	06827	TG0700	7	7.00	7	7.00	7	7.00
Equip Operator 3	07303	TG0800	4	4.00	4	4.00	4	4.00
Indust Maint Supv 2	07786	TS1300	1	1.00	1	1.00	1	1.00
Maint & Repair Leader 1	07325	TL0700	2	2.00	2	2.00	2	2.00
Maint & Repair Leader 2	07326	TL0900	5	5.00	5	5.00	5	5.00
Maint & Repair Worker 1	02799	TG0300	6	6.00	8	8.00	8	8.00
Maint & Repair Worker 2	07328	TG0400	7	7.00	7	7.00	7	7.00
Masonry Worker	03020	TG0900	5	5.00	5	5.00	5	5.00
Office Support Rep 2	10121	SR0500	3	3.00	3	3.00	3	3.00
Office Support Rep 3	10122	SR0600	4	4.00	5	5.00	5	5.00
Planner 1	06860	SR1000	1	1.00	1	1.00	1	1.00
System Svcs Mgr	06897	SR1400	1	1.00	1	1.00	1	1.00
Technical Svcs Coord	07413	SR1100	1	1.00	1	1.00	1	1.00
Water Svcs Asst Dir	07420	SR1500	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>81</b>	<b>81.00</b>	<b>90</b>	<b>90.00</b>	<b>90</b>	<b>90.00</b>
<b>W&amp;S Operating 67331</b>								
Admin Asst	07241	SR0900	5	5.00	5	5.00	5	5.00
Admin Svcs Mgr	07242	SR1300	3	3.00	3	3.00	3	3.00
Admin Svcs Officer 1	02660	SR0600	1	1.00	1	1.00	1	1.00
Admin Svcs Officer 3	07244	SR1000	4	4.00	4	4.00	3	3.00
Admin Svcs Officer 4	07245	SR1200	11	11.00	11	11.00	11	11.00
Application Tech 1	10100	SR0700	8	8.00	8	8.00	8	8.00
Application Tech 3	10103	SR0900	10	10.00	10	10.00	10	10.00
Bldg Maint Leader	07255	TG0600	1	1.00	1	1.00	1	1.00
CAD/GIS Analyst 1	07729	SR0900	3	3.00	3	3.00	3	3.00
CAD/GIS Analyst 2	07730	SR1000	3	3.00	3	3.00	3	3.00
Carpenter 2	00970	TL1000	1	1.00	1	1.00	1	1.00
Compliance Inspector 1	07731	SR0700	1	1.00	1	1.00	1	1.00
Compliance Inspector 2	07732	SR0900	2	2.00	2	2.00	2	2.00
Cust Svc Asst Mgr	06233	SR1200	5	5.00	5	5.00	5	5.00
Cust Svc Field Rep 1	07736	SR0500	10	10.00	10	10.00	10	10.00
Cust Svc Field Rep 2	07737	SR0600	8	8.00	8	8.00	8	8.00
Cust Svc Field Rep 3	07738	SR0700	25	25.00	25	25.00	25	25.00
Custodian 1	07280	TG0300	1	1.00	1	1.00	1	1.00
Custodian 2	02630	TG0500	1	1.00	1	1.00	1	1.00
Engineer 1	07294	SR1200	2	2.00	2	2.00	2	2.00

# 65 Water & Sewer Services Fund-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>W&amp;S Operating 67331 (Continued)</b>								
Engineer 2	07295	SR1300	20	20.00	20	20.00	17	17.00
Engineer 3	06606	SR1400	4	4.00	4	4.00	3	3.00
Engineer In Training	07296	SR1000	1	1.00	1	1.00	1	1.00
Engineering Tech 1	07298	SR0600	1	1.00	1	1.00	1	1.00
Engineering Tech 2	07299	SR0800	15	15.00	15	15.00	15	15.00
Engineering Tech 3	07300	SR1000	32	32.00	32	32.00	32	32.00
Envir Compliance Officer 1	07741	SR0800	2	2.00	2	2.00	2	2.00
Envir Compliance Officer 2	07742	SR1000	4	3.00	4	3.00	4	3.00
Envir Compliance Officer 3	07743	SR1200	2	2.00	2	2.00	2	2.00
Envir Laboratory Mgr	03750	SR1300	1	1.00	1	1.00	1	1.00
Envir Tech	03580	SR0600	1	1.00	1	1.00	1	1.00
Equip & Supply Clerk 3	03027	SR0700	4	4.00	4	4.00	4	4.00
Equip Mechanic	01880	TG1100	1	1.00	1	1.00	1	1.00
Equip Operator 1	06826	TG0500	1	1.00	1	1.00	1	1.00
Equip Operator 2	06827	TG0700	10	10.00	10	10.00	10	10.00
Equip Operator 3	07303	TG0800	11	11.00	11	11.00	11	11.00
Finance Mgr	06232	SR1400	1	1.00	1	1.00	1	1.00
Finance Officer 2	10151	SR1000	1	1.00	1	1.00	1	1.00
Finance Officer 3	10152	SR1200	4	4.00	4	4.00	4	4.00
Fleet Mgr - Heavy Equip	07311	SR1300	1	1.00	1	1.00	1	1.00
Human Resources Asst 2	06931	SR0700	1	1.00	1	1.00	1	1.00
Human Resources Mgr	06531	SR1400	1	1.00	1	1.00	1	1.00
Indust Electrician 1	06224	TG1200	5	5.00	5	5.00	5	5.00
Indust Electrician 2	06225	TL1200	8	8.00	8	8.00	8	8.00
Indust Electronics Tech 1	06176	TG1300	2	2.00	2	2.00	2	2.00
Indust Electronics Tech 2	06195	TL1300	4	4.00	4	4.00	4	4.00
Indust Maint Supv 1	07317	TS1200	9	9.00	9	9.00	9	9.00
Indust Maint Supv 2	07786	TS1300	9	9.00	9	9.00	9	9.00
Indust Mechanic 1	06184	TG1100	22	22.00	22	22.00	20	20.00
Indust Mechanic 2	06178	TL1100	6	6.00	6	6.00	6	6.00
Indust Tech Master	07787	TL1400	50	50.00	50	50.00	46	46.00
Info Systems App Analyst 2	07780	SR1100	5	5.00	5	5.00	4	4.00
Info Systems App Tech 2	07785	SR0900	1	1.00	1	1.00	1	1.00
Info Systems Mgr	07782	SR1300	3	3.00	3	3.00	2	2.00
Maint & Repair Leader 1	07325	TL0700	11	11.00	11	11.00	10	10.00
Maint & Repair Leader 2	07326	TL0900	33	33.00	33	33.00	33	33.00
Maint & Repair Worker 2	07328	TG0400	1	1.00	1	1.00	1	1.00
Masonry Worker	03020	TG0900	1	1.00	1	1.00	1	1.00
Meter Repairer 1	05780	TG0600	3	3.00	3	3.00	3	3.00
Meter Repairer 2	06422	TG0900	1	1.00	1	1.00	1	1.00
Occupational Health Mgr	07338	SR1300	1	1.00	1	1.00	1	1.00
Office Support Rep 1	10120	SR0400	1	1.00	1	1.00	1	1.00
Office Support Rep 2	10121	SR0500	10	10.00	10	10.00	10	10.00
Office Support Rep 3	10122	SR0600	17	17.00	17	17.00	17	17.00
Office Support Spec 1	10123	SR0700	6	6.00	6	6.00	6	6.00
Office Support Spec 2	10124	SR0800	22	22.00	22	22.00	20	20.00
Paint & Body Repairer	06601	TG1100	1	1.00	1	1.00	1	1.00

# 65 Water & Sewer Services Fund-Financial

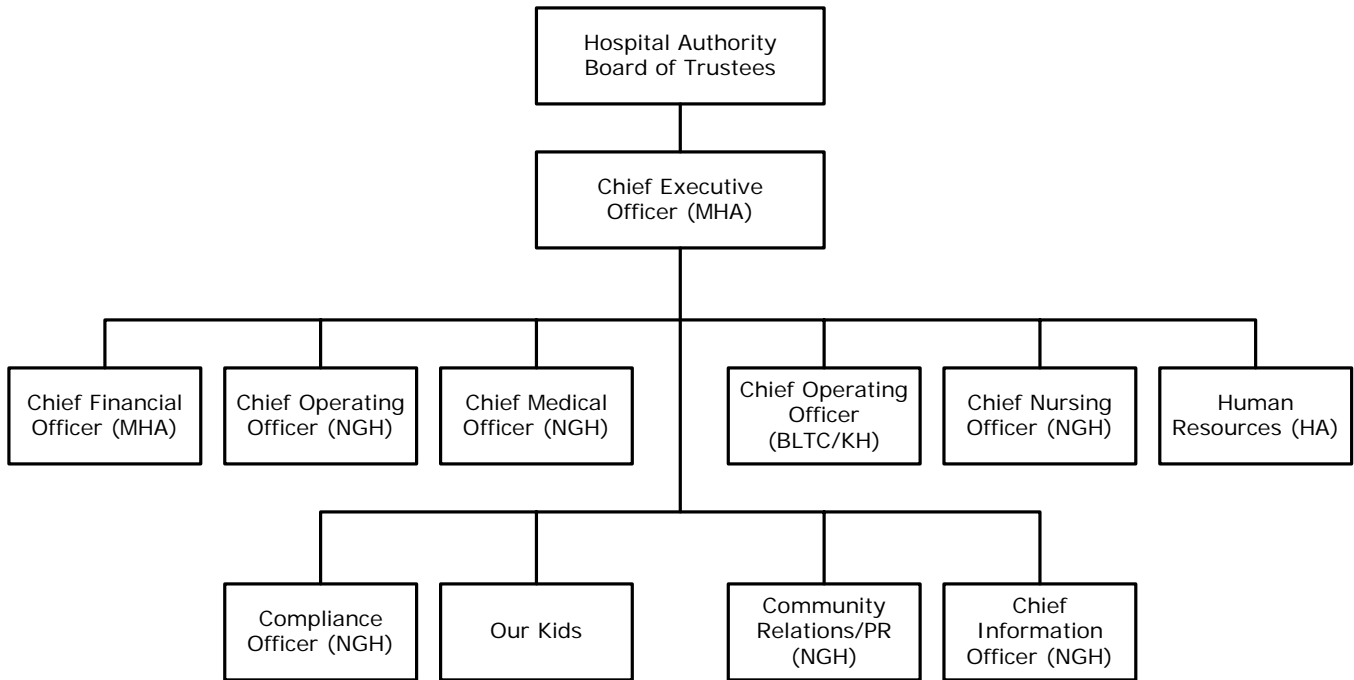


	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>W&amp;S Operating 67331 (Continued)</b>								
Painter 1	07341	TG0800	1	1.00	1	1.00	1	1.00
Plumber	03610	TG1100	4	4.00	4	4.00	4	4.00
Program Mgr 1	07376	SR1100	1	1.00	1	1.00	1	1.00
Program Spec 3	07380	SR1000	1	1.00	1	1.00	1	1.00
Safety Coord	06133	SR1200	1	1.00	1	1.00	1	1.00
Security Officer Coord	07798	SR0900	2	2.00	2	2.00	2	2.00
Service Rep 2	10163	SR0700	5	5.00	5	5.00	5	5.00
Skilled Craft Worker 2	07799	TG1000	2	2.00	2	2.00	2	2.00
Special Asst To The Dir	05945	SR1300	1	1.00	1	1.00	1	1.00
Special Projects Mgr	07762	SR1500	3	3.00	3	3.00	3	3.00
Stores Mgr	06180	SR1000	1	1.00	1	1.00	1	1.00
Stores Supv	06539	SR0800	2	2.00	2	2.00	2	2.00
Svc Rep 1	06891	SR0600	6	6.00	6	6.00	6	6.00
System Svcs Asst Mgr	07406	SR1200	3	3.00	3	3.00	3	3.00
Technical Specialist 1	07756	SR1100	5	5.00	5	5.00	5	5.00
Technical Specialist 2	07757	SR1200	1	1.00	1	1.00	1	1.00
Technical Svcs Coord	07413	SR1100	8	8.00	8	8.00	8	8.00
Training Coord	06210	SR1300	1	1.00	1	1.00	1	1.00
Treatment Plant Asst Mgr	07415	SR1200	2	2.00	2	2.00	2	2.00
Treatment Plant Mgr	07416	SR1300	6	6.00	6	6.00	6	6.00
Treatment Plant Shift Operator	06188	TS0900	13	13.00	13	13.00	13	13.00
Treatment Plant Shift Supv	07803	TS1100	7	7.00	7	7.00	7	7.00
Treatment Plant Supt	06537	SR1400	3	3.00	3	3.00	3	3.00
Treatment Plant Tech 1	06229	TG0800	30	30.00	30	30.00	28	28.00
Treatment Plant Tech 2	06186	TG1100	33	33.00	33	33.00	33	33.00
Treatment Plant Tech 3	07802	TL1100	8	8.00	8	8.00	8	8.00
Utility System Helper	07418	TG0500	5	5.00	5	5.00	5	5.00
Water Maint Leader 1	10167	TL0700	1	1.00	1	1.00	1	1.00
Water Maint Leader 2	10168	TL0900	4	4.00	4	4.00	4	4.00
Water Maint Tech 1	10164	TG0300	20	20.00	20	20.00	20	20.00
Water Maint Tech 2	10165	TG0400	1	1.00	1	1.00	1	1.00
Water Maint Tech 3	10166	TG0600	11	11.00	11	11.00	11	11.00
Water Quality Analyst 2	10465	SR1000	9	9.00	9	9.00	9	9.00
Water Quality Analyst 3	10466	SR1200	4	4.00	4	4.00	4	4.00
Water Quality Analyst 1	10464	SR0800	1	1.00	1	1.00	1	1.00
Water Svcs Asst Dir	07420	SR1500	5	5.00	5	5.00	5	5.00
Water Svcs Dir	01670	DP0300	1	1.00	1	1.00	1	1.00
Welder	05830	TG0900	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>669</b>	<b>668.00</b>	<b>669</b>	<b>668.00</b>	<b>651</b>	<b>650.00</b>
<b>Department Totals</b>			<b>750</b>	<b>749.00</b>	<b>759</b>	<b>758.00</b>	<b>741</b>	<b>740.00</b>



# 66/67/69 Hospital Authority-At a Glance

## Organizational Structure





# 66/67/69 Hospital Authority-At a Glance

## Budget Highlights FY 2009 Overview

FY 2008 Operations Subsidy: \$47,307,200\*

\*Aggregate subsidy for Nashville General Hospital, Bordeaux Long Term Care Facility and Knowles Assisted Living and Adult Day Services

### **CHIEF FINANCIAL OFFICER – Metro Hospital Authority (MHA)**

The Chief Financial Officer at MHA is responsible for accounting, patient accounting, admitting, outpatient registration, managed care, and materials management.

### **OUR KIDS**

This program provides medical and psychological services for children who are suspected victims of sexual abuse. It is jointly supported by General Hospital, Vanderbilt Medical Center and the Junior League of Nashville.

### **CHIEF MEDICAL OFFICER – Nashville General Hospital (NGH)**

The Chief Medical Officer is responsible for managing house and medical staff and quality management.

### **CHIEF OPERATING OFFICER – Nashville General Hospital (NGH)**

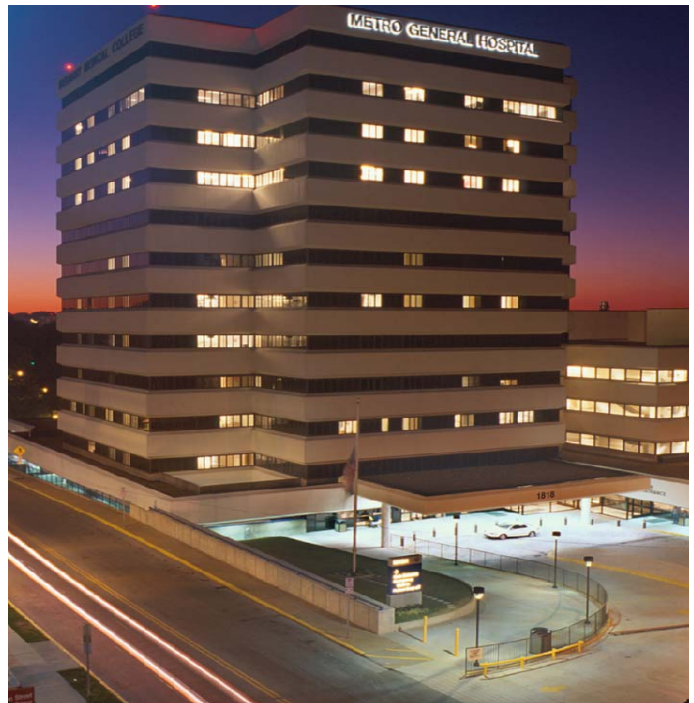
The Chief Operating Officer at Nashville General Hospital is responsible for ambulatory care, medical imaging, pharmacy, laboratory, facilities management, health information management, dietary/nutrition, surgery, respiratory, physical and occupational medicine.

### **CHIEF OPERATING OFFICER – Bordeaux Long Term Care/Knowles Assisted Living and Adult Day Services**

The Chief Operating Officer at Bordeaux and Knowles is responsible for nursing, general services, facilities, quality management, risk management, advocacy, human resources and finance.

### **CHIEF NURSING OFFICE – Nashville General Hospital (NGH)**

The Chief Nursing Officer at Nashville General Hospital is responsible for managing the nursing departments.



### **PUBLIC RELATIONS/COMMUNITY OUTREACH - Nashville General Hospital (NGH)**

The Public Relations Division is responsible for public relations, community outreach and chaplain services.

### **COMPLIANCE OFFICER – Nashville General Hospital (NGH)**

The Compliance Officer is responsible for compliance, HIPAA, risk management, and infection control.

### **CHIEF INFORMATION OFFICER – Nashville General Hospital (NGH)**

The CIO is responsible for the planning, direction and implementation of information system technology in the clinical and financial areas of the hospital.

### **HUMAN RESOURCES – Metro Hospital Authority (MHA)**

The Human Resources Division is responsible for recruitment/retention and education.

# 66/67/69 Hospital Authority-Performance

Objectives	Performance Measures	FY 2007 Budget	FY 2007 Actual	FY 2008 Budget	FY 2009 Budget	
<b>Metropolitan Nashville General Hospital</b>						
1. Achieve fiscal viability within budgeted operating margins in FY07 through achievement of growth in volume, net revenue management, and expense control strategies.	a. Admissions	5,598	5,210	6,260	6,630	
	b. Equivalent average daily census	121.9	120.8	130.6	145.0	
	c. Net revenue/equivalent patient days	\$820	\$848	\$902	\$940	
	d. Other revenue/equivalent patient days	\$990	\$1,115	\$907	\$909	
	e. Expenses/equivalent patient days	\$1,753	\$1,951	\$1,844	\$1,849	
	f. FTE's equivalent patient days	5.08	5.26	4.90	4.67	
	g. Medicare admissions	756	539	701	696	
	h. Commercial admissions	920	843	835	983	
	i. Surgery cases	2,666	2,712	3,080	3,319	
	j. Deliveries	1,177	1,122	1,709	1,526	
	k. Emergency room visits	31,571	30,968	31,478	33,034	
	l. Clinic visits	33,296	28,297	30,719	32,789	
	2. Develop a learning/growth environment to achieve vision, mission and strategic goals.	a. JCAHO Survey rating (3 Yr)	94%	Accredited*	Accredited*	Accredited
		b. Employee turnover rate	18%	31%	18%	18%
	*JCAHO changed scoring to pass/fail.					
<b>Bordeaux Long-Term Care &amp; Knowles Assisted Living and Adult Day Services</b>						
<b>BLTC</b>						
1. Improve financial performance through strategically modifying the mix of service, optimizing revenue and controlling expenses.	a. Licensed beds (capacity)	420	419	420	420	
	b. Average daily census	378.7	372.8	375.3	378	
	c. Net revenue per patient day	\$176	\$179	\$184	\$194	
	d. Total net revenue per day	\$261	\$266	\$287	\$291	
	e. Expenses per patient day	\$251	\$254	\$266	\$270	
	f. Total man-hours per patient day	7.70	7.62	7.82	7.77	
	g. Nursing man-hours per patient day – Direct Care	3.5	3.5	3.5	3.5	
<b>Knowles</b>						
	a. Licensed Beds (capacity)	100	100	100	100	
	b. Average Daily Census	94	95	94	97	
	c. ADC Adult Day Services Participants	55	56	55	57	
	d. Revenue per patient day	\$86	\$88	\$86	\$86	
	e. Expenses per patient day	\$84	\$80	\$84	\$84	
2. Develop a learning organization to achieve the mission, vision, goals and objectives.	a. Employee turnover rate	35%	37%	35%	35%	
3. Working collaboratively with resident council, families, ombudsmen, volunteers, state surveyors, medical staff, governmental and political leaders to enhance quality of life for residents and improve resident and family satisfaction.	a. Resident satisfaction	90%	87%	90%	90%	
	b. Family satisfaction	88%	79%	88%	88%	

# 75 Metro Action Commission-At a Glance



Budget Summary		2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>				
	Special Purpose Funds	\$23,027,800	\$22,973,700	\$22,601,100
	<b>Total Expenditures and Transfers</b>	<b>\$23,027,800</b>	<b>\$22,973,700</b>	<b>\$22,601,100</b>
<b>Revenues and Transfers:</b>				
	Program Revenue			
	Charges, Commissions, and Fees	\$ 150,000	\$ 150,000	\$ 150,000
	Other Governments and Agencies	16,967,300	15,796,700	16,218,800
	Other Program Revenue	32,000	57,000	57,000
	<b>Total Program Revenue</b>	<b>\$17,149,300</b>	<b>\$16,003,700</b>	<b>\$16,425,800</b>
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	5,878,500	6,970,000	6,175,300
	<b>Total Revenues</b>	<b>\$23,027,800</b>	<b>\$22,973,700</b>	<b>\$22,601,100</b>
In addition to the Special Purpose Funds, MAC receives an operating subsidy of \$3,682,100 from Metro. See Administrative Section #01101204.				
<b>Positions</b>	Total Budgeted Positions	362	364	362
<b>Contacts</b>	Director: Cynthia Croom Finance Manager: Tyronda Burgess  1624 5 <sup>th</sup> Avenue North 37208	email: cynthia.croom@nashville.gov email: tyronda.burgess@nashville.gov  Phone: 862-8860 FAX: 862-8881		

## Line of Business and Program

### Community Empowerment

Community Advocacy

### Community Improvement and Revitalization

Home Repair and Maintenance

### Child and Family Development

Educational Child Development  
Nutrition Services  
Families and Communities as Partners  
Child Health and Wellness

### Self-Sufficiency

Low-Income Home Energy and Emergency Assistance  
Adult Education, Career Development and Support  
Health Improvement

### Community Partnership

Service Coordination

### Administrative

Administration and Leasehold



<p><b>Mission</b></p>	<p>The mission of the Metropolitan Action Commission is to combat poverty by providing educational, nutritional, health, home, and utilities assistance products to eligible Davidson County residents so they can improve their quality of life and their community.</p>
<p><b>Goals</b></p>	<p><b>Community Empowerment</b></p> <p>By the year 2008, low income people will experience an increase in the opportunity to be heard concerning issues in their community as evidence by:</p> <ul style="list-style-type: none"> <li>• Percent increase in membership in formal community organizations, boards and councils</li> <li>• Percent increase in the number of low income people who begin and complete the process toward home ownership</li> </ul> <p><b>Community Improvement and Revitalization</b></p> <p>By the year 2009, the Nashville community will experience an increase in Community Improvements as evidenced by:</p> <ul style="list-style-type: none"> <li>• Number of safe and affordable housing units in the community preserved or improved through rehabilitation</li> <li>• Number of accessible safe and affordable childcare or child development placement opportunities for low income families created or maintained</li> <li>• Number of accessible and affordable health care services for low-income people created and maintained</li> </ul> <p><b>Child and Family Development</b></p> <p>By the year 2008, Nashville will experience an increase in children receiving positive early childhood experiences through the Metropolitan Action Commission capacity to achieve results as evidenced by:</p> <ul style="list-style-type: none"> <li>• Number of children whose health and physical development improves as a result of adequate nutrition</li> <li>• Number of children who participate in pre-school activities to develop school readiness skills</li> <li>• Number of children who are developmentally ready to enter kindergarten</li> </ul> <p><b>Self Sufficiency</b></p> <p>By the year 2008, Metro Action Commission Customers will experience a decrease in barriers to initial or continuous employment as evidenced by:</p> <ul style="list-style-type: none"> <li>• The number of customers who complete the GED program and receive their diploma</li> <li>• The number of customers who make progress toward completing a post secondary education program</li> <li>• The number of customers who are unemployed and obtained a job</li> </ul> <p><b>Community Partnerships</b></p> <p>By the year 2009, Metro Action Commission customers will experience an agency with an enhanced capacity to achieve results as evidenced by:</p> <ul style="list-style-type: none"> <li>• Percent increase of partnerships established and or maintained with other public and private entities to mobilize and leverage resources to provide services to low income people</li> <li>• Percent increase of partnerships established and or maintained with other public and private entities</li> </ul>

# 75 Metro Action Commission-At a Glance



## Budget Change and Result Highlights FY 2009

<b>Recommendation</b>		<b>Result</b>
<b>Decrease in Special Purpose Funds</b>	\$ (372,600) (2.0 FTEs)	Decrease in grant funds to various programs of the department
Total Special Purpose Funds	\$ (372,600) (2.0 FTEs)	
<b>Recommendation</b>		<b>Result</b>
<b>Transfer Operational</b>	\$ (115,100)	The reduction will decrease Community Service Assistance Program funding.
<b>Non-allocated Financial Transactions</b>		
Elimination of Safety & Risk Management Premiums	(70,600)	Elimination of charge for coverage of safety and risk management premiums and activities
Finance Charge	(101,700)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting and purchasing
Human Resources Charge	(113,800)	Eliminate the charge for delivery of core human resource functions including hiring, training and evaluation/management
Shared Business Office Charge	(13,000)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(69,700)	Eliminate the charge for delivery of centralized payment services
Customer Call Center Charge	(9,200)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville and other callers
Internal Audit Charge	(13,200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control and performance audit services
Information Systems Charge	(238,100)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support and voice connectivity
Fleet Management Charge	(81,200)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	500	Delivery of mail across the Metropolitan Government
Surplus Property Charge	400	Handling and disposition of surplus property
 Total Subsidy	 \$(824,700)	

\*Internal Service Fees are the part of the Operating Subsidy. Total FY09 Operating Subsidy amount is \$3,682,100. See Administrative Section #01101204.

# 75 Metro Action Commission-At a Glance



**Community Empowerment Line of Business** – The purpose of the Community Empowerment Line of Business is to provide poverty information, response and coordination products to poor residents and groups so they can seek solutions to improve the conditions of their community and neighborhood.

## Community Advocacy Program

The purpose of the Community Advocacy Program is to provide community forum products for community residents provide feedback on services needed in their community.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$25,000	...	\$25,000
<b>FTEs:</b> Special Purpose Fund	...	...	0.0	...	0.0

## Results

Percentage of poor residents who attend community forums

NA NA NA NA NA

**Community Improvement and Revitalization Line of Business** – The purpose of the Community Improvement and Revitalization Line of Business is to provide home repair and maintenance products and accessible service products to income eligible residents of Davidson County so they can establish or maintain independent living.

## Home Repair and Maintenance Program

The purpose of the Home Repair and Maintenance Program is to provide minor home repair products to income eligible senior citizens so they can maintain independent living.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$100,000	...	\$100,000
<b>FTEs:</b> Special Purpose Fund	...	...	0.0	...	0.0

## Results

Percentage of eligible senior citizens who maintain independent living

NA NA NA NA NA

**Child and Family Development Line of Business** – The purpose of the Child Family Development Line of Business is to provide school readiness, health and social services products to eligible children ages 3 to 5 so they can demonstrate proficiency in educational and social skill outcomes at the end of the year.

## Educational Child Development Program

The purpose of the Educational Child Development Program is to provide readiness and life skills products to eligible children ages three to five years so they can demonstrate proficiency in educational and social skill outcomes at the end of one year. *Footnote: Head Start is a federal educational, health, and nutritional program serving low-income children.*

## Results Narrative

**Proposed Change in Funding:** \$421,900

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Program total reflects increase of \$421,900 in special purpose funding.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$12,208,700	...	\$12,630,600
<b>FTEs:</b> Special Purpose Fund	...	...	249.98	...	249.98

## Results

Percent of children who can follow three-step directions

NA NA NA NA NA

### Nutrition Services Program

The purpose of the Nutrition Services Program is to provide individualized assessment, meal planning, educational and wellness products to children enrolled in Head Start and their families so they can make food choices that benefit them and facilitate healthy lifestyles.

### Results Narrative

**Proposed Change in Funding:** \$62,800  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** Program total reflects increase of \$62,800 in special purpose funding.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$1,681,000	...	\$1,743,800
<b>FTEs:</b> Special Purpose Fund	...	...	28.48	...	28.48

### Results

Percent of children who can identify healthy food NA NA NA NA NA  
 \* This can be measured by a 24-hour recall along with computer-generated programs that are age appropriate and the 5-A Day Program. Currently we use recall, teacher identification, and will supply a standardize assessment of 1 to 10 items.

### Families and Communities as Partners Program

The purpose of the Families and Communities as Partners Program is to provide training, educational, and resource products to eligible families and caregivers so they better provide for children.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$1,591,000	...	1,591,000
<b>FTEs:</b> Special Purpose Fund	...	...	35.00	...	35.00

### Results

Percent of respondents who said that the information received would help them better provide for children NA NA NA NA NA

### Child Health and Wellness Program

The purpose of the Child Health and Wellness Program is to provide disability services, health and mental health products to children enrolled in Head Start so they can experience a reduction in learning barriers and health problems to enable them to fully participate in school.

### Results Narrative

**Proposed Change in Funding:** \$0  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.  
**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$3,500	...	\$3,500
<b>FTEs:</b> Special Purpose Fund	...	...	0	...	0

### Results

Percent of children who received follow-up health services within 30 days of health screenings NA NA NA NA NA

**Self-Sufficiency Line of Business** – The purpose of the Self-Sufficiency Line of Business is to provide financial assistance, adult education, and health products to income eligible residents of Davidson County so they can maintain independent living and improve self-sufficiency.

### Low-Income Home Energy and Emergency Assistance Program

The purpose of the Low-Income Home Energy and Emergency Assistance Program is to provide household counseling and financial assistance products to income eligible households of Davidson County so they can maintain independent living and improve self-sufficiency.

### Results Narrative

**Proposed Change in Funding:** \$134,000

**Proposed Change in FTEs:** (2.00)

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Program total reflects increase of \$134,000 in special purpose funding. The proposed budget also includes a reduction of 2 FTEs as a result of a \$115,000 decrease in Metro subsidy.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$3,718,500	...	\$3,852,500
<b>FTEs:</b> Special Purpose Fund	...	...	13.00	...	11.00
<b>Results</b>					
Percentage of clients who do not return after 1 year	NA	NA	NA	NA	NA

### Adult Education, Career Development and Support Program

The purpose of the Adult Education, Career Development, and Support Program is to provide General Equivalency Degree, job readiness, and college preparation products to economically and educationally disadvantaged individuals of Davidson County so they can increase their household income and education levels.

### Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$359,700	...	\$359,700
<b>FTEs:</b> Special Purpose Fund	...	...	5.00	...	5.00
<b>Results</b>					
Percent of individuals who increase educational levels and maintain income over 12 months	NA	NA	NA	NA	NA

### Health Improvement Program

The purpose of the Health Improvement Program is to provide dental, mental, and vision products for income eligible residents of Davidson County who are 17 years or older so they can receive basic health services to fulfill their medical needs.

### Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$12,000	...	\$12,000
<b>FTEs:</b> Special Purpose Fund	...	...	0.0	...	0.0
<b>Results</b>					
Percent of eligible customers receiving needed health services	NA	NA	NA	NA	NA



# 75 Metro Action Commission-At a Glance



**Community Partnership Line of Business** – The purpose of the Community Partnership Line of Business is to provide service coordination and expanded resource products to poor residents to assist them in achieving family and individual goals.

## Service Coordination Program

The purpose of the Service Coordination Program is to provide comprehensive case management products to customers so they can achieve family and individual goals.

## Results Narrative

**Proposed Change in Funding:** \$0

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** None

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$57,000	...	\$57,000
<b>FTEs:</b> Special Purpose Fund	...	...	0.0	...	0.0

## Results

Percentage of clients assisted by multiple agencies through use of a centralized customer intake system

NA NA NA NA NA

**Administrative Line of Business** – The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

## Administration and Leasehold Program

The purpose of the Administration and Leasehold Program is to provide administrative products for management, general administration, operations, and facilities so they can account for general cost and successfully manage the agency as a whole.

## Results Narrative

**Proposed Change in Funding:** \$(991,300)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** Baseline data is being collected and performance cannot be estimated for FY09.

**Other:** Program total reflects decrease of \$991,300 in special purpose funding.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	...	...	\$3,217,300	...	\$2,226,000
<b>FTEs:</b> Special Purpose Fund	...	...	16.00	...	16.00

# 75 Metro Action Commission-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	12,206,200	13,081,041	13,464,700	13,399,400
<b>OTHER SERVICES:</b>				
Utilities	347,100	366,565	347,100	347,100
Professional and Purchased Services	5,080,600	4,981,930	3,651,600	4,033,600
Travel, Tuition, and Dues	108,100	75,830	111,700	111,700
Communications	140,300	168,952	138,400	138,400
Repairs and Maintenance Services	51,200	43,894	51,200	51,200
Internal Service Fees	997,200	974,117	1,105,200	729,800
<b>TOTAL OTHER SERVICES</b>	<b>6,724,500</b>	<b>6,611,288</b>	<b>5,405,200</b>	<b>5,411,800</b>
Other Expense	1,404,700	1,502,853	1,413,900	1,453,100
Pension, Annuity, Debt, & Other Costs	0	0	0	66,100
Special Projects	0	0	0	0
Equipment, Buildings & Land	3,500	0	3,500	3,500
<b>TOTAL OPERATING EXPENSE</b>	<b>20,338,900</b>	<b>21,195,182</b>	<b>20,287,300</b>	<b>20,333,900</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>2,688,900</b>	<b>3,179,087</b>	<b>2,686,400</b>	<b>2,267,200</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>23,027,800</b>	<b>24,374,269</b>	<b>22,973,700</b>	<b>22,601,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	150,000	152,753	150,000	150,000
<b>Other Governments &amp; Agencies</b>				
Federal Direct	10,371,100	10,371,128	10,447,300	10,665,900
Fed Through State Pass-Through	6,572,700	6,795,597	5,260,900	5,464,400
Fed Through Other - Pass Through	23,500	50,818	23,500	23,500
State Direct	0	65,000	65,000	65,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>16,967,300</b>	<b>17,282,544</b>	<b>15,796,700</b>	<b>16,218,800</b>
Other Program Revenue	32,000	31,659	57,000	57,000
<b>TOTAL PROGRAM REVENUE</b>	<b>17,149,300</b>	<b>17,466,955</b>	<b>16,003,700</b>	<b>16,425,800</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	7,025	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>7,025</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>5,878,500</b>	<b>6,732,890</b>	<b>6,970,000</b>	<b>6,175,300</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>23,027,800</b>	<b>24,206,870</b>	<b>22,973,700</b>	<b>22,601,100</b>

# 75 Metro Action Commission-Financial

	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>MAC Admin &amp; Leasehold 31500</b>								
Account Clerk 1	10200	MC0500	1	1.00	1	1.00	1	1.00
Admin Officer	10208	MC0800	1	1.00	1	1.00	1	1.00
Admin Svcs & Operations Dir	10207	MC1300	1	1.00	1	1.00	1	1.00
Chief Financial Officer	10213	MC1300	1	1.00	1	1.00	1	1.00
Custodian	10216	MC0200	2	2.00	2	2.00	2	2.00
Exec Dir	10223	MC1400	1	1.00	1	1.00	1	1.00
Exec Secretary	10224	MC0900	1	1.00	1	1.00	1	1.00
Facilities Mgr	10258	MC1100	1	1.00	1	1.00	1	1.00
Finance Officer 1	10202	MC0900	2	2.00	2	2.00	2	2.00
Finance Officer 2	10203	MC1000	1	1.00	1	1.00	1	1.00
HR Analyst 1	10240	MC0900	2	2.00	2	2.00	2	2.00
Human Resources Manager - MAC	10218	MC1300	1	1.00	1	1.00	1	1.00
Public Info Rep - MAC	10327	MC1200	1	1.00	1	1.00	1	1.00
Social Worker 1	04949	SR0800	0	0.00	0	0.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>16</b>	<b>16.00</b>	<b>16</b>	<b>16.00</b>	<b>16</b>	<b>16.00</b>
<b>MAC Headstart Grant 31502</b>								
Admin Officer, Head Start	10209	MC0800	2	2.00	2	2.00	2	2.00
Assistant Transportation Mgr	10453	MC0700	1	1.00	1	1.00	1	1.00
Asst Dir Of Head Start	07049		1	1.00	1	1.00	1	1.00
Bus Driver	10210	MC0500	29	29.00	29	29.00	29	29.00
Center Mgr 1	10211	MC1000	6	6.00	4	4.00	4	4.00
Center Mgr 2	10212	MC1100	8	8.00	10	10.00	10	10.00
Custodian	10216	MC0200	11	10.48	12	11.48	12	11.48
Custodian Leader	10217	MC0500	1	1.00	0	0.00	0	0.00
Data Entry Specialist	10501	MC0600	1	1.00	1	1.00	1	1.00
Disabilities Assistant	10490	MC0600	0	0.00	1	1.00	1	1.00
Disabilities Coord	10219	MC0900	1	1.00	1	1.00	1	1.00
Education and Training Asst	10503	MC1000	2	2.00	2	2.00	2	2.00
Family Svcs Coord	10225	MC0900	1	1.00	1	1.00	1	1.00
Family Svcs Spec 1	10226	MC0600	4	4.00	4	4.00	4	4.00
Family Svcs Spec 2	10227	MC0700	31	31.00	30	30.00	30	30.00
General Maint Worker	10231	MC0500	3	3.00	3	3.00	3	3.00
General Svcs Mgr	10232	MC0700	0	0.00	2	2.00	2	2.00
Head Start Dir	10233	MC1300	1	1.00	1	1.00	1	1.00
Headstart Teacher 1	10235	MC0600	14	14.00	13	13.00	13	13.00
Headstart Teacher 2	10236	MC0800	56	56.00	55	55.00	55	55.00
Headstart Teacher 3-Mast Deg	10237	MC0900	1	1.00	4	4.00	4	4.00
Hlth Asst	10238	MC0600	1	1.00	1	1.00	1	1.00
Hlth Coord	10239	MC0900	1	1.00	1	1.00	1	1.00
Office Asst	10245	MC0500	1	1.00	1	1.00	1	1.00
Parent Involvement Coord	10246	MC0900	1	1.00	0	0.00	0	0.00
Skill Craft Worker II - MAC	10348	MC0900	1	1.00	1	1.00	1	1.00
Teacher Asst	10250	MC0100	83	83.00	83	83.00	83	83.00
Transportation Mgr	10253	MC1000	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>263</b>	<b>262.48</b>	<b>265</b>	<b>264.48</b>	<b>265</b>	<b>264.48</b>

# 75 Metro Action Commission-Financial

	<u>Class</u>	<u>Grade</u>	<u>FY 2007</u>		<u>FY 2008</u>		<u>FY 2009</u>	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>MAC CSBG Grant 31504</b>								
CSBG/LIHEAP Dir	10215	MC1300	1	1.00	1	1.00	1	1.00
CSBG/LIHEAP Special Svc Coord	10260	MC1000	1	1.00	1	1.00	1	1.00
Eligibility Counselor 1	10221	MC0600	2	2.00	2	2.00	2	2.00
Eligibility Counselor 2	10222	MC0700	5	5.00	5	5.00	5	5.00
Literacy Instructor 2	10243	MC0800	3	3.00	3	3.00	3	3.00
Office Asst	10245	MC0500	1	1.00	1	1.00	1	1.00
Office Mgr	10234	MC0400	1	1.00	0	0.00	0	0.00
Program Assistant/ CSBG-LIHEAP	10443	MC0600	0	0.00	1	1.00	1	1.00
Self Sufficienc Prog Coord	10259	MC0900	1	1.00	1	1.00	1	1.00
Teacher Asst-CSBG	10251	MC0300	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>16</b>	<b>16.00</b>	<b>16</b>	<b>16.00</b>	<b>16</b>	<b>16.00</b>
<b>MAC Summer Food Program 31505</b>								
Administrative Officer-Seasona	10255	MC0800	0	0.00	1	1.00	1	1.00
Food Service Worker II-Seasona	10257	MC0300	9	9.00	10	10.00	10	10.00
Office Assistant-Seasonal	10256	MC0600	1	1.00	0	0.00	0	0.00
Office Asst	10245	MC0500	1	1.00	0	0.00	0	0.00
Prog Coord - MAC	06325		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>12</b>	<b>12.00</b>	<b>12</b>	<b>12.00</b>	<b>12</b>	<b>12.00</b>
<b>MAC CACFP 31506</b>								
Food Svc Worker 1	10228	MC0200	6	5.48	6	5.48	6	5.48
Food Svc Worker 2	10229	MC0400	10	10.00	9	9.00	9	9.00
Food Svcs Mgr	10230	MC0900	1	1.00	1	1.00	1	1.00
Nutrition Coord	10244	MC1000	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>18</b>	<b>17.48</b>	<b>17</b>	<b>16.48</b>	<b>17</b>	<b>16.48</b>
<b>MAC BF/AF Care Program 31508</b>								
Teacher Asst	10250	MC0100	33	17.50	33	17.50	33	17.50
<b>Total Positions &amp; FTE</b>			<b>33</b>	<b>17.50</b>	<b>33</b>	<b>17.50</b>	<b>33</b>	<b>17.50</b>
<b>MAC State Classroom 31509</b>								
Headstart Teacher 2	10236	MC0800	1	1.00	1	1.00	1	1.00
Teacher Asst	10250	MC0100	1	1.00	2	2.00	2	2.00
<b>Total Positions &amp; FTE</b>			<b>2</b>	<b>2.00</b>	<b>3</b>	<b>3.00</b>	<b>3</b>	<b>3.00</b>
<b>MAC Community Srvc Assistance 31512</b>								
Social Worker 1	04949	SR0800	2	2.00	2	2.00	0	0.00
<b>Total Positions &amp; FTE</b>			<b>2</b>	<b>2.00</b>	<b>2</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
<b>Department Totals</b>			<b>362</b>	<b>345.46</b>	<b>364</b>	<b>347.46</b>	<b>362</b>	<b>345.46</b>



# 76 Nashville Career Advancement Center-At a Glance



<b>Mission</b>	The mission of the Nashville Career Advancement Center (NCAC) is to provide job readiness, career resource and employment connection products to individuals, employers and organizations so they can make a broader contribution to the economic well being of the community.
<b>Goals</b>	<p>By the year 2008, individuals actively seeking work at Nashville Career Advancement Center will have their employment needs met as evidenced by:</p> <ul style="list-style-type: none"> <li>• 80.5% employment within six months after exiting from the program</li> </ul> <p>By the year 2008, job seekers at Nashville Career Advancement Center will experience higher wages and long-term employability as evidenced by:</p> <ul style="list-style-type: none"> <li>• 3% increase in wages and an 88.25% retention rate reported after one year of going to work</li> </ul> <p>By the year 2008, there will be a 5% increase in the number of disadvantaged job seekers served through Nashville Career Advancement Center and its coordinating partners.</p> <p>By the year 2008, Nashville Career Advancement Center's youth customers will experience an increase in a linkage to jobs as evidenced by:</p> <ul style="list-style-type: none"> <li>• 69.5% of youth being employed</li> </ul>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Decrease in Special Purpose Funds</b>	\$(733,700)	Decrease in grant funds to Job Seeker Program
Total Special Purpose Funds	\$(733,700)	
Recommendation		Result
<b>Transfer Operational</b>	\$ (4,300)	The reduction will result in no change in FY09 performance
<b>Non-allocated Financial Transactions</b>		
Elimination of Safety & Risk Management Premiums	(17,400)	Elimination charge for coverage of safety and risk management premiums and activities
Finance Charge	(82,400)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Human Resources Charge	(17,200)	Eliminate the charge for delivery of core human resource functions including hiring, training, and evaluation/management
Shared Business Office Charge	(3,300)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(32,900)	Eliminate the charge for delivery of centralized payment services

# 76 Nashville Career Advancement Center-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
Customer Call Center Charge	\$ (1,300)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(4,100)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(33,800)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Fleet Management Charge	(800)	Delivery of fleet management, fuel services, and maintenance functions
Postal Service Charge	(900)	Delivery of mail across the Metropolitan Government
Surplus Property Charge	(900)	Handling and disposition of surplus property
Total Subsidy	\$(199,300)	

\* Internal Services Fees are the part of the Operating Subsidy. Total FY09 Operating Subsidy amount is \$112,600. See Administrative Section #01101213.

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Nashville Career Advancement Center for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	67%	33%	0%
Program Budget Dollars:	94%	6%	0%

# 76 Nashville Career Advancement Center-At a Glance



**Employment Resources Career Center Line of Business** - The purpose of the Employment Resources Career Center Line of Business is to provide information, skill enhancement and employment connection products to Middle Tennessee job seekers and employers so they can achieve their employment goals.

## Job Seeker Program

The purpose of the Job Seeker Program is to provide skill enhancement and employment products to Middle Tennessee job seekers so they can acquire and retain employment.

## Results Narrative

**Proposed Change in Funding:** \$(733,700)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change in performance is expected for FY09.

**Other:** Program total reflects decrease of \$733,700 in special purpose funding.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$7,417,400	\$7,729,311	\$7,553,300	...	\$6,819,600
<b>FTEs:</b> Special Purpose Fund	51.90	51.90	46.15	...	46.15

## Results

Percentage of Middle Tennessee job seekers receiving skill enhancement products who acquire a job and stay in the workforce for at least six months

85%	83.9%	88.25	82.9%	88.75%
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# 76 Nashville Career Advancement Center-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	2,886,600	2,920,235	2,983,000	2,652,200
OTHER SERVICES:				
Utilities	9,200	8,723	9,700	10,800
Professional and Purchased Services	2,605,350	2,206,071	2,127,900	2,051,700
Travel, Tuition, and Dues	804,800	1,142,236	1,277,800	1,160,000
Communications	85,700	133,295	90,200	113,300
Repairs and Maintenance Services	100,300	120,778	3,300	5,400
Internal Service Fees	391,200	395,589	330,300	145,600
<b>TOTAL OTHER SERVICES</b>	<b>3,996,550</b>	<b>4,006,692</b>	<b>3,839,200</b>	<b>3,486,800</b>
Other Expense	531,550	1,353,554	728,400	671,200
Pension, Annuity, Debt, & Other Costs	0	0	0	8,700
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>7,414,700</b>	<b>8,280,481</b>	<b>7,550,600</b>	<b>6,818,900</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>2,700</b>	<b>22,789</b>	<b>2,700</b>	<b>700</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>7,417,400</b>	<b>8,303,270</b>	<b>7,553,300</b>	<b>6,819,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	2,400	1,240	1,200	0
Other Governments & Agencies				
Federal Direct	652,000	338,865	435,500	0
Fed Through State Pass-Through	6,545,200	6,967,227	6,907,400	6,654,000
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>7,197,200</b>	<b>7,306,092</b>	<b>7,342,900</b>	<b>6,654,000</b>
Other Program Revenue	122,300	668,349	117,700	0
<b>TOTAL PROGRAM REVENUE</b>	<b>7,321,900</b>	<b>7,975,681</b>	<b>7,461,800</b>	<b>6,654,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	155	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>155</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>95,500</b>	<b>293,814</b>	<b>91,500</b>	<b>165,600</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>7,417,400</b>	<b>8,269,650</b>	<b>7,553,300</b>	<b>6,819,600</b>

# 76 Nashville Career Advancement Center-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>NCAC Expenditure Clearing 31000</b>								
Accounting Assoc - NCAC	07806		2	2.00	1	1.00	1	1.00
Accounting Supv - NCAC	07807		1	1.00	1	1.00	1	1.00
Accounts Clerk 2-NCAC	07865		0	0.00	1	0.50	1	0.50
CD Program Assoc - NCAC	07838		1	1.00	1	1.00	1	1.00
CDF - NCAC	07955		15	14.45	14	13.60	14	13.60
Contract Admin - NCAC	07916		2	2.00	3	2.00	3	2.00
Data Entry 2 - NCAC	07813		2	2.00	2	2.00	2	2.00
Data Entry Supv - NCAC	07814		1	1.00	1	1.00	1	1.00
Davison CD Coord-NCAC	07861		1	1.00	1	1.00	1	1.00
Dir Community Ser-NCAC	07954		1	1.00	0	0.00	0	0.00
Director of Programs - NCAC	07851		1	1.00	0	0.00	0	0.00
Employment Career Specialist	10395	NS	4	4.00	2	2.00	2	2.00
Employment Liaison - NCAC	07818		1	1.00	1	1.00	1	1.00
Employment Services Career Fac	10454	NS	0	0.00	4	4.00	4	4.00
Enterprise Emp Coord - NCAC	07839		1	1.00	0	0.00	0	0.00
Executive Asst - NCAC	07809		1	1.00	1	1.00	1	1.00
Executive Director - NCAC	07631		1	1.00	1	1.00	1	1.00
Families First Coordinator	10394	NS	1	1.00	0	0.00	0	0.00
Finance Dir - NCAC	07819		1	1.00	1	1.00	1	1.00
IS Director - NCAC	07822		1	1.00	0	0.00	0	0.00
Opry Mills Ctr Mgr - NCAC	07951		1	1.00	1	1.00	1	1.00
Prog Asst-NCAC	07828		1	1.00	3	2.60	3	2.60
Public Info Coord - NCAC	07853		1	1.00	1	1.00	1	1.00
Receptionist - NCAC	07830		1	1.00	1	1.00	1	1.00
Receptionist/Prog Asst - NCAC	07833		2	2.00	2	1.45	2	1.45
Research Analyst - NCAC	07831		1	0.45	0	0.00	0	0.00
Sr CDF - NCAC	07952		3	3.00	3	3.00	3	3.00
Sr. CDF Support - NCAC	07848		1	1.00	0	0.00	0	0.00
Systems Spec - NCAC	07835		1	1.00	1	1.00	1	1.00
Youth & Comm Career Dev Liaison	10385		1	1.00	0	0.00	0	0.00
Youth Employment Liaison	10384		1	1.00	1	1.00	1	1.00
Youth Svs Admin - NCAC	07869		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>53</b>	<b>51.90</b>	<b>49</b>	<b>46.15</b>	<b>49</b>	<b>46.15</b>
<b>Department Totals</b>			<b>53</b>	<b>51.90</b>	<b>49</b>	<b>46.15</b>	<b>49</b>	<b>46.15</b>

Budget Summary		2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>				
	MTA Component Unit Fund	\$36,660,600	\$39,426,600	\$43,498,000
	<b>Total Expenditures and Transfers</b>	<b>\$36,660,600</b>	<b>\$39,426,600</b>	<b>\$43,498,000</b>
<b>Revenues and Transfers:</b>				
	Program Revenue			
	Charges, Commissions, and Fees	\$ 8,709,500	\$ 9,309,000	\$12,583,400
	Other Governments and Agencies	10,122,000	10,788,500	12,502,000
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	<b>\$18,831,500</b>	<b>\$20,097,500</b>	<b>\$25,085,400</b>
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	17,829,100	19,329,100	18,412,600
	<b>Total Revenues</b>	<b>\$36,660,600</b>	<b>\$39,426,600</b>	<b>\$43,498,000</b>
<b>Positions</b>	Total Budgeted Positions	1	1	1
<b>Contacts</b>	Chief Executive Officer: Paul Ballard Chief Financial Officer: Ed Oliphant  130 Nestor Street 37210		email: paul.ballard@nashville.gov email: ed.oliphant@nashville.gov  Phone: 862-6262    FAX: 862-6208	

### Line of Business and Program

#### Service Improvement

- Board of Directors
- Convenient Alternative Transportation
- Service Improvements and Grants

#### Customer Care

- Customer Care
- Vehicle Preparation and Readiness
- Passenger Safety
- Getting Around in Nashville
- Logistics
- Access to All

#### Asset Management

- Financial and Asset Management
- Sales
- Business Protection

#### Support Services

- Employment Services
- Human Resources
- Internal Support

#### Administrative

- Non-allocated Financial Transactions



<b>Mission</b>	The mission of the Metropolitan Transit Authority is to provide public transportation products to our community and its visitors so they can achieve greater mobility and experience a cleaner, healthier environment with less traffic congestion.
<b>Goals</b>	<p>To provide increasing levels of accessible transportation services so that our community will utilize MTA's products at an increasing rate of 100,000 passengers over each of the next five years, and allow the community to experience cleaner air, reduced congestion and reduced dependence upon fossil fuels.</p> <p>MTA riders will benefit from a higher quality transit experience as evidenced by a reduction in customer complaints by 5% annually by improving organizational performance.</p> <p>So our customers can be assured of having reliable, fully accessible equipment when using our services, MTA will replace our aging fleet at a rate necessary to insure that all equipment is retired at the end of its useful life.</p>

## Budget Change and Result Highlights FY 2009

The following highlights represent modifications in the Metro MTA subsidy only.

Recommendation	Result
<b>Employment Services Program</b>	
Increase in Health Insurance	\$ 247,000 Enables MTA to provide continuing level of transportation services
Increase in Workers' Comp & Pension Expense	180,000 Enables MTA to provide continuing level of transportation services
Increase in Liability Insurance Expense	526,000 Enables MTA to provide continuing level of transportation services
<b>Vehicle Prep and Readiness Program</b>	
Increase in Parts and Materials Expense	150,000 Enables MTA to provide continuing level of transportation services
<b>Department Wide</b>	
Decrease in Wages & Fringes, FICA & SUTA	(644,000) (23 FTEs) Enables MTA to provide continuing level of transportation services
Increase for Music City Central	1,000,000 8.0 FTEs Enables MTA to provide continuing level of transportation services
Increase in Fuel	2,474,000 Enables MTA to provide continuing level of transportation services
Increase in Contract Services	184,000 Enables MTA to provide continuing level of transportation services
Increase in Passenger Revenue	(2,249,900) Enables MTA to provide continuing level of transportation services
Increase in Contract Revenue	(629,000) Enables MTA to provide continuing level of transportation services
Increase in Other Non-transportation Revenue	(571,100) Enables MTA to provide continuing level of transportation services
Increase in State Subsidy	(1,537,900) Enables MTA to provide continuing level of transportation services
Other, net	(14,600) Enables MTA to provide continuing level of transportation services

# 78 Metropolitan Transit Auth-At a Glance



## Budget Change and Result Highlights FY 2009

The following highlights represent modifications in the Metro MTA subsidy only.

Recommendation		Result
<b>LOCAP Adjustment</b>	\$ 68,000	No impact on performance
<b>Non-allocated Financial Transactions</b>		
Finance Charge	(66,500)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Shared Business Office charge	(2,600)	Eliminate the charge for delivery of administrative support functions
Customer Call Center Charge	(5,200)	Eliminate the charge for telephone access to information for Metro employees, the residents of Nashville, and other callers
Internal Audit Charge	(12,200)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(25,000)	Delivery of core information technology functions including desktop support, help desk, network support and maintenance, application support and voice connectivity
Radio Service charge	11,700	Delivery of radio infrastructure support and radio installation and maintenance
Insurance Billings	800	No impact on performance. Represents direct charges to department for insurance costs.
Special Purpose Fund Total	(\$916,500) (15.0 FTEs)	
<b>TOTAL</b>	<b>(\$916,500)</b> <b>(15.0 FTEs)</b>	

## Performance Information Highlights

### Performance Measure Certification

The Performance Measure Certification Unit reviewed all key result measures for the Metropolitan Transit Authority for FY 2006-07. Measures were either certified, meaning the measure was aligned, documented, and reliable or not certified (NC), meaning the measure did not meet the established criteria. For FY 2007, only certified measures appear in the Operating Budget Book.

	Certified	Reported, Not Certified	Not Reported
Number of Programs:	100%	0%	0%
Program Budget Dollars:	100%	0%	0%

# 78 Metropolitan Transit Auth-At a Glance



**Service Improvement Line of Business** - The purpose of the Service Improvement Line of Business is to provide transportation services and information products to our community, its leaders and visitors so that greater mobility will be achieved.

## Board of Directors Program

The purpose of the Board of Directors Program is to provide information products to the MTA Board of Directors so they can provide leadership for the community as evidenced by an increase in public transit usage.

## Results Narrative

**Proposed Change in Funding:** \$33,800  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change  
**Other:** The increase in this program relates to increases in dues to the American Public Transportation Association which base membership dues on the agency's operating budget.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$197,500	\$185,800	\$218,700	...	\$203,500
Other Funding	<u>208,600</u>	<u>209,600</u>	<u>227,600</u>	...	<u>276,600</u>
Total	\$406,100	\$395,400	\$446,300	...	\$480,100
<b>FTEs:</b> All Funding Sources	2.00	2.00	2.00	...	2.00

## Results

Percentage of Board members who responded they are better able to provide leadership because of information provided

100%	96%	100%	NA	100%
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## Convenient Alternative Transportation Program

The purpose of the Convenient Alternative Transportation Program is to provide transit service products to everyone so they can reduce their dependence on automobiles.

## Results Narrative

**Proposed Change in Funding:** (\$383,000)  
**Proposed Change in FTEs:** (15.00)  
**Proposed Change in Performance:** Proposed service reductions will likely result in a loss of approximately 500,000 rides and FY 2009 will show no net growth to ridership.  
**Other:** It is estimated that the driver force will be reduced approximately fifteen positions due to proposed service reductions necessary as a result of reduced funding available for mass transit and higher fuel prices.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,243,800	\$4,660,800	\$ 4,906,300	...	\$4,081,200
Other Funding	<u>4,482,400</u>	<u>5,255,800</u>	<u>5,106,600</u>	...	<u>5,548,700</u>
Total	\$8,726,200	\$9,916,600	\$10,012,900	...	\$9,629,900
<b>FTEs:</b> All Funding Sources	208.50	252.50	252.50	...	237.50

## Results

Percentage change in people using public transit

2%	6.0%	2.0%	NA	0.0%
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### Service Improvement and Grants Program

The purpose of the Service Improvement and Grants Program is to provide planning recommendation and grant application products to decision makers so they can make informed decisions on allocation of MTA funds.

### Results Narrative

**Proposed Change in Funding:** \$23,400  
**Proposed Change in FTEs:** (0.25)  
**Proposed Change in Performance:** No change  
**Other:** The increase in this program relates additional time and resources having to be allocated to service planning as a result of the proposed service reductions.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$138,000	\$117,600	\$133,900	...	\$125,700
Other Funding	145,800	132,700	139,400	...	171,000
Total	\$283,800	\$250,300	\$273,300	...	\$296,700
<b>FTEs:</b> All Funding Sources	3.25	3.25	3.25	...	3.00
<b>Results</b>					
Percentage of recommendations that result in approval	100%	100%	100%	NA	100%

**Customer Care Line of Business** - The purpose of the Customer Care Line of Business is to provide transportation, equipment and amenity products to our passengers and potential passengers so they can have a consistently high quality transit experience.

### Customer Care Program

The purpose of the Customer Care Program is to provide amenity products to transit users so they can be comfortable while waiting to board.

### Results Narrative

**Proposed Change in Funding:** \$ 87,100  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change  
**Other:** The increase in this program relates to increases in the cost of supplies to maintain bus stops and building maintenance.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$186,900	\$231,000	\$194,600	...	\$205,200
Other Funding	197,400	260,500	202,500	...	279,000
Total	\$384,300	\$491,500	\$397,100	...	\$484,200
<b>FTEs:</b> All Funding Sources	1.50	1.50	1.50	...	1.50
<b>Results</b>					
Percentage of passengers who board at furnished stops (shelters)	68%	58%	68%	NA	68%

### Vehicle Preparation and Readiness Program

The purpose of the Vehicle Preparation and Readiness Program is to provide maintenance, repair, training and information products to MTA so it can transport passengers in safe vehicles free from mechanical failure.

### Results Narrative

**Proposed Change in Funding:** \$1,684,000

**Proposed Change in FTEs:** (5.00)

**Proposed Change in Performance:** No change

**Other:** The increase in this program relates primarily to higher fuel prices being absorbed by the transit agency. There will also be a net reduction of five maintenance positions due to proposed service reductions necessary as a result of reduced funding available for mass transit and higher fuel prices.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,022,000	\$3,598,000	\$4,016,400	...	\$4,187,500
Other Funding	<u>4,248,100</u>	<u>4,057,200</u>	<u>4,180,400</u>	...	<u>5,693,300</u>
Total	\$8,270,100	\$7,655,200	\$8,196,800	...	\$9,880,800
<b>FTEs:</b> All Funding Sources	84.50	85.50	85.50	...	80.50

### Results

Percentage of passengers transported in safe vehicles free from mechanical failures

100%	100%	100%	NA	100%
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### Passenger Safety Program

The purpose of the Passenger Safety Program is to provide safety products to our employees so they can transport passengers safely to their destinations.

### Results Narrative

**Proposed Change in Funding:** \$353,900

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** No change

**Other:** The increase in this program relates to additional security for Music City Central. While one position is eliminated, the increase is for 3<sup>rd</sup> party security expenses.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$281,900	\$282,700	\$278,000	...	\$390,400
Other Funding	<u>297,800</u>	<u>318,800</u>	<u>289,300</u>	...	<u>530,800</u>
Total	\$579,700	\$601,500	\$567,300	...	\$921,200
<b>FTEs:</b> All Funding Sources	4.25	4.25	4.25	...	3.25

### Results

Percentage of MTA passengers that safely reach their destination

100%	100%	100%	NA	100%
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### Getting Around in Nashville Program

The purpose of the Getting Around in Nashville Program is to provide transit information products to MTA customers and potential customers so they can ride the right bus at the right time.

### Results Narrative

**Proposed Change in Funding:** \$82,600  
**Proposed Change in FTEs:** 7.00  
**Proposed Change in Performance:** No change  
**Other:** The increase in this program is due to a realignment of part of our Access to All Program being moved into our Customer Service dept resulting in one central call center.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$375,500	\$336,000	\$398,700	...	\$379,800
Other Funding	<u>396,600</u>	<u>378,900</u>	<u>414,900</u>	...	<u>516,400</u>
Total	\$772,100	\$714,900	\$813,600	...	\$896,200
<b>FTEs:</b> All Funding Sources	14.50	14.50	14.50	..	21.50
<b>Results</b>					
Percentage of customers who use MTA information products successfully	90%	90%	90%	NA	90%

### Logistics Program

The purpose of the Logistics Program is to provide information, training and equipment products to MTA so buses can leave the garage on time.

### Results Narrative

**Proposed Change in Funding:** \$56,600  
**Proposed Change in FTEs:** 1.00  
**Proposed Change in Performance:** No change  
**Other:** The increase in this program relates to a reclassification of funds from the Access to All Program.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$204,600	\$167,100	\$175,700	...	\$176,000
Other Funding	<u>216,100</u>	<u>188,500</u>	<u>183,000</u>	...	<u>239,300</u>
Total	\$420,700	\$355,600	\$358,700	...	\$415,300
<b>FTEs:</b> All Funding Sources	20.75	20.75	20.75	...	21.75
<b>Results</b>					
Percentage of on-time pull-outs	100%	100%	100%	NA	100%

### Access To All Program

The purpose of the Access to All Program is to provide alternative mobility products to the mobility challenged so they can get to where they need to be in less than 90 minutes.

### Result Narrative

**Proposed Change in Funding:** (\$206,400)

**Proposed Change in FTEs:** (13.00)

**Proposed Change in Performance:** No change

**Other:** It is estimated that the driver force will be reduced approximately five positions due to proposed service reductions necessary as a result of reduced funding available for mass transit and higher fuel prices. The other eight positions relate to a realignment of part of our Access to All Program being moved into our Getting Around Nashville Program resulting in one central call center and one position to the Logistics Program.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$1,388,200	\$1,287,300	\$1,503,800	...	\$1,213,200
Other Funding	<u>1,466,300</u>	<u>1,451,600</u>	<u>1,565,200</u>	...	<u>1,649,400</u>
Total	\$2,854,500	\$2,738,900	\$3,069,000	...	\$2,862,600
<b>FTEs:</b> All Funding Sources	54.25	54.25	54.25	...	41.25

### Results

Percentage of mobility challenged customers getting to where they need to be in less than 90 minutes

100%	98.0%	95.0%	NA	95.0%
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**Asset Management Line of Business** - The purpose of the Asset Management Line of Business is to provide financial and risk management products to MTA's decision-makers so that they can manage effectively.

### Financial and Asset Management Program

The purpose of the Financial and Asset Management Program is to provide financial and analytical reporting products to MTA management so they can make informed decisions to stay within approved budget.

### Results Narrative

**Proposed Change in Funding:** \$11,700

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change

**Other:** None.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$248,100	\$233,700	\$319,600	...	\$281,400
Other Funding	<u>262,000</u>	<u>263,600</u>	<u>332,700</u>	...	<u>382,600</u>
Total	\$510,100	\$497,300	\$652,300	...	\$664,000
<b>FTEs:</b> All Funding Sources	5.00	5.00	5.00	...	5.00

### Results

Percentage of managers who stay within approved budget

80%	53%	80%	NA	80%
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### Sales Program

The purpose of the Sales Program is to provide revenue generating products to MTA so it can increase non-fare revenue.

### Results Narrative

**Proposed Change in Funding:** \$134,100

**Proposed Change in FTEs:** (1.00)

**Proposed Change in Performance:** No change

**Other:** This increase relates to a reorganization of our advertising sales department. MTA has outsourced all advertising sales to a 3<sup>rd</sup> party and restructured this program allowing for the elimination of one position. The majority of the increase is due to a reclassification of dollars from the Vehicle Prep & Readiness Program budget.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$185,700	\$186,200	\$185,700	...	\$217,400
Other Funding	<u>196,100</u>	<u>210,000</u>	<u>193,200</u>	...	<u>295,600</u>
Total	\$381,800	\$396,200	\$378,900	...	\$513,000
<b>FTEs:</b> All Funding Sources	5.00	5.00	5.00	...	4.00
<b>Results</b>					
Percentage of total revenue coming from non-fare sources	3.0%	3.9%	3.0%	NA	3.0%

### Business Protection Program

The purpose of the Business Protection Program is to provide risk management products to MTA so it can minimize financial liability exposure.

### Results Narrative

**Proposed Change in Funding:** (\$34,400)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change

**Other:** None.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 894,400	\$ 489,100	\$ 671,100	...	\$ 565,900
Other Funding	<u>944,600</u>	<u>551,500</u>	<u>698,500</u>	...	<u>769,300</u>
Total	\$1,839,000	\$1,040,600	\$1,369,600	...	\$1,335,200
<b>FTEs:</b> All Funding Sources	0.00	0.00	0.00	...	0.00
<b>Results</b>					
Percentage of dollars spent on liability expenditures	6%	2.4%	4.5%	NA	4.5%

# 78 Metropolitan Transit Auth-At a Glance



**Support Services Line of Business** - The purpose of the Support Services Line of Business is to provide human resources and information technology products to MTA so that it can achieve results through a qualified and appropriately equipped workforce.

## Employment Services Program

The purpose of the Employment Services Program is to provide recruitment, benefit and development products to MTA managers so they can recruit and retain a qualified workforce to meet its business objectives.

## Results Narrative

**Proposed Change in Funding:** (\$456,000)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change

**Other:** The decrease is primarily related to the reduction of positions due to proposed service reductions necessary as a result of reduced funding available for mass transit and higher fuel prices.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$4,107,400	\$4,469,200	\$4,746,400	...	\$3,911,900
Other Funding	<u>4,338,400</u>	<u>5,039,800</u>	<u>4,940,200</u>	...	<u>5,318,700</u>
Total	\$8,445,800	\$9,509,000	\$9,686,600	...	\$9,230,600
<b>FTEs:</b> All Funding Sources	2.25	2.25	2.25	...	2.25

## Results

Percentage of qualified workforce retained to meet business objectives

100%	95%	100%	NA	100%
------	-----	------	----	------

## Human Resources Program

The purpose of the Human Resources Program is to provide employment compliance products to MTA staff so they can maintain a workplace compliant with applicable laws and agreements.

## Results Narrative

**Proposed Change in Funding:** \$46,900

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** No change

**Other:** The increase is primarily related to an increase in professional expenses in anticipation of upcoming contract negotiations.

## Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$ 841,800	\$ 883,800	\$ 928,100	...	\$ 822,600
Other Funding	<u>889,100</u>	<u>996,600</u>	<u>966,000</u>	...	<u>1,118,400</u>
Total	\$1,730,900	\$1,880,400	\$1,894,100	...	\$1,941,000
<b>FTEs:</b> All Funding Sources	2.25	2.25	2.25	...	2.25

## Results

Percentage of workplace in compliance with laws and agreements

100%	100%	100%	NA	100%
------	------	------	----	------

### Internal Support Program

The purpose of the Internal Support Program is to provide communications, information technology and support products to MTA's administrative employees so they can have all the appropriate equipment necessary to perform their job duties.

### Results Narrative

**Proposed Change in Funding:** \$302,400  
**Proposed Change in FTEs:** 0.00  
**Proposed Change in Performance:** No change  
**Other:** The increase is primarily related to expenses related to operating expense for Music City Central which opens during FY 2009.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> GSD General Fund	\$432,400	\$428,200	\$ 498,400	...	\$ 500,600
Other Funding	<u>456,700</u>	<u>482,900</u>	<u>518,700</u>	...	<u>774,900</u>
Total	\$889,100	\$911,100	\$1,017,100	...	\$1,275,500
<b>FTEs:</b> All Funding Sources	2.00	2.00	2.00	...	2.00

### Results

Percentage of Administrative employees who have the right equipment to do their jobs	100%	100%	100%	NA	100%
--------------------------------------------------------------------------------------	------	------	------	----	------

**Administrative Line of Business** - The purpose of the Administrative Line of Business is to provide administrative support products to departments so they can efficiently and effectively deliver results for customers.

### Non-allocated Financial Transactions Program

This program represents adjustments related to safety and risk management premiums, internal service fees and fringe benefits. These adjustments will be allocated to individual programs by the department in FY 09. For a detailed description, see the Budget Change and Results Highlights page.

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Other Funding	\$166,400	\$181,600	\$293,000	...	\$259,700

# 78 Metropolitan Transit Auth-Financial



## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	25,108,800	25,999,500	26,803,600	26,869,800
OTHER SERVICES:				
Utilities	560,500	586,800	569,200	824,300
Professional and Purchased Services	686,100	652,400	959,700	979,700
Travel, Tuition, and Dues	161,200	126,900	179,100	158,800
Communications	42,600	38,100	48,100	42,400
Repairs and Maintenance Services	1,870,900	1,948,000	1,941,900	2,013,300
Internal Service Fees	166,400	181,600	292,900	256,300
<b>TOTAL OTHER SERVICES</b>	<b>3,487,700</b>	<b>3,533,800</b>	<b>3,990,900</b>	<b>4,274,800</b>
Other Expense	6,568,200	6,512,700	7,000,600	10,606,100
Pension, Annuity, Debt, & Other Costs	1,495,900	1,490,100	1,631,500	1,747,300
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>36,660,600</b>	<b>37,536,100</b>	<b>39,426,600</b>	<b>43,498,000</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>36,660,600</b>	<b>37,536,100</b>	<b>39,426,600</b>	<b>43,498,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	8,709,500	9,841,500	9,309,000	12,583,400
Other Governments & Agencies				
Federal Direct	6,522,000	6,539,500	7,001,300	7,177,000
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	3,600,000	3,606,800	3,787,200	5,325,000
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>10,122,000</b>	<b>10,146,300</b>	<b>10,788,500</b>	<b>12,502,000</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>18,831,500</b>	<b>19,987,800</b>	<b>20,097,500</b>	<b>25,085,400</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>17,829,100</b>	<b>17,829,100</b>	<b>19,329,100</b>	<b>18,412,600</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>36,660,600</b>	<b>37,816,900</b>	<b>39,426,600</b>	<b>43,498,000</b>

# 78 Metropolitan Transit Auth-Financial



	<u>Class</u>	<u>Grade</u>	FY 2006		FY 2007		FY 2008	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>MTA-Component Unit 60002</b>								
Chief Executive Officer- MTA	10323		1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>
<b>Department Totals</b>			<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>

# 80 Board of Public Education Fund-At a Glance

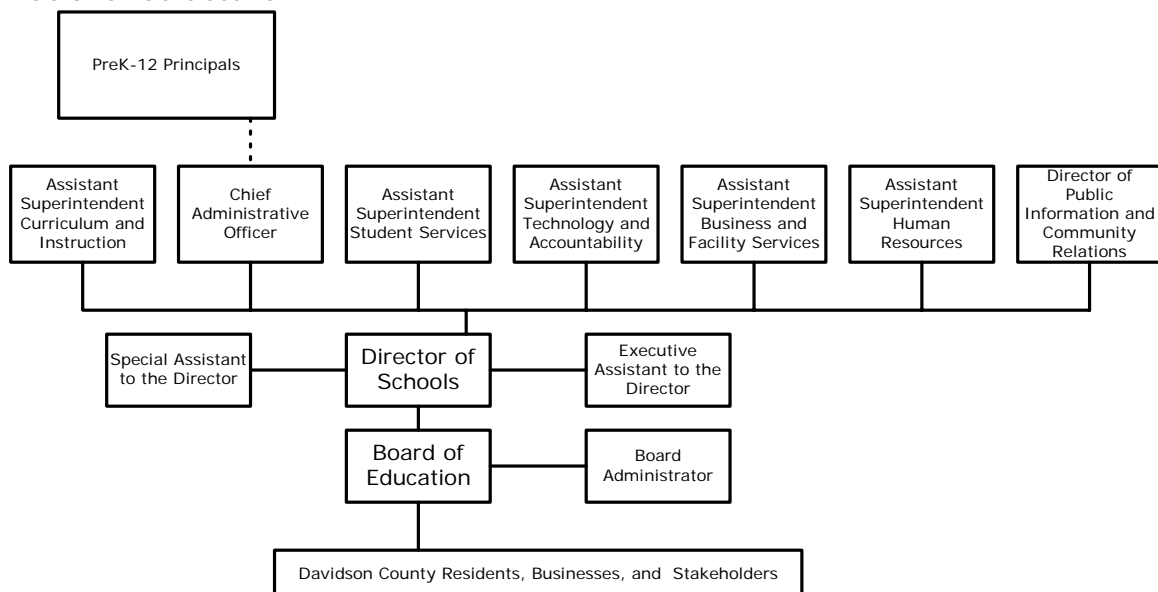
<b>Mission</b>	Our purpose is to do whatever it takes for all students to acquire the knowledge and skills to become productive, responsible citizens.			
<b>Vision</b>	Our vision is to be the top-performing school district in the nation.			
<b>Budget* Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	Public Education General Fund	\$564,931,300	\$597,600,800	\$620,762,100
	Special Purpose Funds**	<u>86,420,300</u>	<u>38,709,400</u>	<u>108,655,900</u>
	<b>Total Expenditures and Transfers</b>	<u>\$651,351,600</u>	<u>\$636,310,200</u>	<u>\$729,418,000</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 1,183,500	\$ 15,073,656	\$ 14,309,419
	Other Governments and Agencies	175,540,000	215,833,344	285,925,508
	Other Program Revenue	<u>89,001,000</u>	<u>1,203,500</u>	<u>1,415,273</u>
	<b>Total Program Revenue</b>	\$265,724,500	\$232,110,500	\$301,650,200
	Non-program Revenue	384,328,100	395,390,600	401,665,700
	Transfers From Other Funds & Units	<u>1,299,000</u>	<u>2,754,500</u>	<u>6,838,000</u>
	<b>Total Revenues</b>	<u>\$651,351,600</u>	<u>\$630,255,600</u>	<u>\$710,153,900</u>
<b>Positions</b>	Total Budgeted FTEs	8,361.3	8,540.4	8,809.4
<b>Contacts</b>	Acting Director of Schools: Chris Henson      email: chris.henson@mnps.org			
	2601 Bransford Avenue 37204      Phone: 259-8515      FAX: 214-8895			

\* This component unit's budget is presented here for information only, and is not subject to line-item modification by the Council.

\*\* Details for MNPS Special Purpose Funds can be obtained by contacting Chris Henson, Acting Director of Schools.

\*\*\*Expenditure and Revenue budgets for FY08 and FY09 do not equal due to the use of undesignated fund balance.

## Organizational Structure





# 80 Board of Public Education Fund-At a Glance

## Budget Highlights FY 2009

• FICA Savings (employer portion)	\$ (1,335,200)
• Salary savings on replacement (turnover)	(3,049,100)
• Pension Decrease – Support Staff	(3,093,200)
• Salary Steps for Teachers	4,573,000
• Salary Steps for Support Staff	2,093,500
• Health Insurance - Teachers	2,124,600
• Health Insurance – Retirees	377,400
• Pension Increase – Teachers	522,600
• Inflationary increases	4,322,200
• Other additional required items	2,895,800
• Opening New and Expanded Schools	2,878,900
• Improving Accountability & Alignment	809,600
• Addressing Needs of Subgroups	3,822,000
• Expanding School Academic Services	784,600
• Discipline & Student Support	1,516,000
• Building Community and Parent Support	282,800
• Supporting School Leaders	871,400
• Recruiting and Retaining Staff	555,100
• Implementing Career Academies	1,624,400
• Integrating Information Technology	584,900

Total	\$23,161,300
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## Overview

### CURRICULUM AND INSTRUCTION

Curriculum and Instruction provides overall direction for the district's academic programs. Among the areas included in this department are adult education, alternative programs, English language learners, library services, health services, vocational education, professional development and special education.

### PUBLIC INFORMATION & COMMUNITY RELATIONS

This department provides information to media, parents, community groups, employees and others. It works with community organizations, businesses and individuals to increase interaction with -- and support for -- all public schools in Davidson County.

### STUDENT SERVICES

Student Services Division manages the overall safety and security, student discipline, and related activities for the District. The Safe and Drug Free Schools program, student attendance office and dropout prevention program are included in this department.



### K-12 ADMINISTRATIVE SERVICES

This department provides direction and support for all Metro Nashville public schools, including before and after school programs, community education, athletics and other extracurricular efforts. It also assists with principal evaluations, discipline appeals and student transfers.



### HUMAN RESOURCES

Human Resources Division recruits and manages the employee resources of the school system. This department oversees employee benefits and employee relations. In 2007-2008, MNPS employed 5,710 certificated employees, with more than 60 percent of staff holding advanced degrees. MNPS also employed 4,159 support staff.

### BUSINESS AND FACILITY SERVICES

Business and Facility Services Division manages the fiscal, transportation, construction, operations, maintenance, student assignment and food service programs of the school system.

### INFORMATION TECHNOLOGY & STRATEGIC PLANNING

This department is responsible for the development, implementation and maintenance of technologies throughout the district, including all computer-based services. It also manages the multi-year strategic planning process and assists the Board with policy governance. The district's new Customer Service Center, Records Center and Data Center are included in this department.

# 80 Board of Public Education Fund-Performance

## Strategic Plan

The newest version of the Metropolitan Nashville Public Schools Strategic Plan, approved by the MNPS Board of Education in November 2007, sets priorities and will guide decisions made by MNPS from 2007-2014.

The new plan was developed in a months-long process that sent the district into the community to involve as many community voices as possible in all phases of its planning, creation and adoption. The result is a document that tells Metro Schools what the community wants and expects for its schools, and provides directions on how the district can meet those expectations.

**District Mission** - The mission of Metropolitan Nashville Public Schools, the heart and soul of the creative spirit of Music City, is to ensure each student realizes his or her ability to excel at levels not previously imagined, through a system distinguished by: safe environments characterized by love, value and acceptance; inclusive communities of learners; engaged students eager to share their thoughts; multiple paths to success; and active support among home, school, and community.

**Strategy 1** - We will ensure all students achieve academic excellence.

**Strategy 2** - We will provide all students with safe and nurturing learning environments.

**Strategy 3** - We will ensure that we have exemplary staff throughout the district.

**Strategy 4** - We will ensure an array of educational options for each student to pursue his/her personal goals.

**Strategy 5** - We will ensure a network of personal support for each student.

**Strategy 6** - We will immerse every family in their child's education.

**Strategy 7** - We will ensure the convergence of schools and communities to achieve student success.

**Strategy 8** - We will establish MNPS as the premier educational system for ensuring every student excels at levels not previously imagined.

Each directive can be found at [www.mnps.org](http://www.mnps.org). Click on Strategic Plan under the menu item "About MNPS."

## Student Performance

The majority of MNPS students are learning and achieving at an exciting pace. The proof is in the analysis of 2007 Tennessee Comprehensive Assessment Program (TCAP) scores, which shows students in 95 schools missed none of the 36 benchmarks assessed in the federal No Child Left Behind legislation. In total, our students passed 97.6% of the benchmarks required by NCLB in 2007.

Despite these encouraging numbers, and the hard work of students and staff, MNPS has been placed in Corrective Action status by the state for failing as a district to meet Annual Yearly Progress (AYP). We're discouraged with the negative perception created by this label; however, our primary focus is ensuring all students achieve at their highest potential. To that end, we will continue to look for creative, results-oriented strategies to help our students achieve. We also will work collaboratively with officials from the State Department of Education to review all aspects of service to students in our efforts to reach our goals. In addition, we will reach out to the community for help in solving negative influences outside schools that often impact student performance; and will continue working to educate families in ways they can support their child's education.

## Accomplishments

We're proud of our students and staff and the work they do daily. Some noteworthy accomplishments include:

- The 2007 on-time graduation rate in Metro high schools has increased by 11.8 percentage points over three years – up from 58.2 percent in 2003-04 to 70.0 percent in 2006-07. The number goes higher if you include students who received a special education diploma or who graduated "late" (more than five years for special education or English Language Learners students, or more than four years for all other students). Including these students, the graduation rate would rise to 76.2 percent in 2006-07.
- MNPS continues to chart gains in the Tennessee Value-Added Assessment System (TVAAS), earning three A's for the first time. The scores show the amount of progress students make in a given subject from one year to the next, over a three-year period. TVAAS scores are calculated on TCAP performance.

### State Report Card K-8 TVAAS Letter Grades by Subject and Year

Subject	2000	2001	2002	2003	2004	2005	2006	2007
Reading	B	C	C	C	C	B	A	A
Language	F	F	F	D				
Math	C	D	C	C	C	B	B	B
Science	B	B	C	C	C	B	B	A
Social Studies	A	C	C	C	C	A	A	A

Reading and Language grades were combined beginning in 2004.

# 80 Board of Public Education Fund-Performance

- Each year, some of our 9,800 dedicated MNPS teachers and support employees garner state and national recognition for their work. For 2007-2008, those honors include national winners in the Panasonic Kid-Vision Awards for video and technical writing, Grand Division Winner for Tennessee Teacher of the Year, National Discovery Channel Science Competition winner and a participant in the Japan Fulbright Memorial Fund Teacher Program.
- Three of our high schools, Hume-Fogg, Martin Luther King Jr. and Hillsboro, were named by Newsweek magazine as among the top 500 high schools in the country in 2007. MLK has also been nominated for Blue Ribbon School status. In addition, Fall-Hamilton Elementary received the Title 1 National Distinguished School designation for its success in closing the achievement gap.
- MNPS offers the academically challenging IB Programme to students at three high schools – Hunters Lane, Hillsboro and Hillwood. MNPS is also the first Tennessee district to begin IB prep classes at six middle schools, making this challenging course of study available to hundreds of high-achieving students.
- Some students really want to graduate, but need programs that meet their individual needs. Metro Schools is systematically chipping away at barriers to graduation with such programs as our brand new Big Picture High School, Middle College High, ninth-grade academies, Credit Recovery, Advancement Via Individual Determination (AVID), summer school and Language! We've also added more attendance workers, social workers and guidance staff to help students graduate.
- Metro Schools has been a statewide leader in recognizing the need for quality pre-kindergarten to prepare students for school success. Today, the district has 107 Pre-K classrooms, with 101 operating within schools and six additional classrooms offered within the community.
- Metro schools reflect Nashville's growing diversity, with students representing 84 countries and 77 language groups. While these students add a rich international flavor, many also need help mastering the English language. Our ELL program served 5,486 students last year – an increase of more than 300% over the past 10 years – with an additional 2,026 students in an ELL transitional program. Meanwhile, we're helping students learn English more quickly, with an exit rate that increased from 5.7% to 19% over five years.
- The average salary for a Metro Schools teacher has climbed the ranks to No. 4 in Tennessee. The average teacher salary in MNPS for the 2007-2008 school year is \$47,385. If you add such benefits as insurance and pension, Metro Schools expects to pay an average of \$61,657 per teacher in 2007-08. At the same time, MNPS is meeting the demands of No Child Left Behind to ensure highly qualified teachers. More than 99% of our teachers meet the

federal standard in at least one subject, and highly qualified teachers instruct 95% of core classes.



## Community Services

**Community Career Centers** - Metro Schools' Community Career Center (CCC) is another way the district works to meet the needs of the community and learners of all ages. Through partnerships with other community-based organizations and governmental agencies, the CCC primarily offers a Business Technologies program that includes business and computer classes, job readiness preparation, and career counseling. To better assist clients, there are four CCC locations throughout Davidson County. A total of 1,989 people were served during the 2006-2007 fiscal year. Grants and other fund sources allow the Center to provide services to clients at no or very low cost.

**Community Education** - Children are not the only learners served by Metro Schools. Community education classes offered by MNPS and the Community Education Alliance of Metro Government serve thousands of children and adults annually at locations throughout Davidson County. Classes include such varied topics as arts and crafts-related subjects to finance and consumer information, home and garden, and business. In 2006-2007, there were 20,585 participants in community education evening classes and activities. With more than 200 classes offered each semester, Community Education operates at seven program sites and numerous satellite sites.

**Adult Learning** - During the 2006-2007 school year, the Adult Education Program served 3,610 adult learners (51% English for Speakers of Other Languages [ESOL] and 49% GED). This program enabled 362 adult learners to successfully pass the GED exam, provided 58,855 hours of ESOL instruction and 55,654 hours of adult basic education instruction. With 49% of students between the ages of 25 and 44 years old, the Adult Education Program motto is Teach the Parent, Reach the Child. In June 2007, the program held its 16th annual GED graduation ceremony with 74 participants. The graduation is open to anyone who takes the Official Practice Test and/or GED preparation classes and successfully passes the GED exam.

# 80 Board of Public Education Fund-Financial

## Public Education General Fund

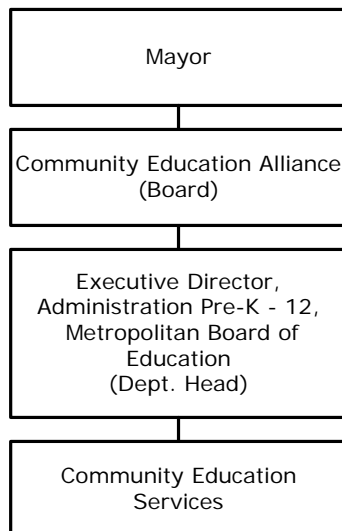
	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	475,836,200	463,293,838	496,039,500	512,093,200
OTHER SERVICES:				
Utilities	23,554,500	19,942,122	22,400,400	24,294,500
Professional and Purchased Services	8,902,164	9,177,017	9,939,200	9,206,400
Travel, Tuition, and Dues	910,500	953,530	1,226,500	1,505,800
Communications	2,759,100	2,839,221	3,074,000	3,138,000
Repairs and Maintenance Services	2,117,500	2,155,816	2,199,600	2,851,300
Internal Service Fees	1,983,016	1,618,760	6,857,800	6,723,100
<b>TOTAL OTHER SERVICES</b>	<b>40,226,780</b>	<b>36,686,467</b>	<b>45,697,500</b>	<b>47,719,100</b>
Other Expense	26,739,220	26,146,173	31,771,100	33,939,700
Pension, Annuity, Debt, & Other Costs	12,019,500	11,704,246	11,819,500	13,470,400
Special Projects	0	0	0	0
Equipment, Buildings & Land	43,000	0	33,000	0
<b>TOTAL OPERATING EXPENSE</b>	<b>554,864,700</b>	<b>537,830,724</b>	<b>585,360,600</b>	<b>607,222,400</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>10,066,600</b>	<b>11,008,739</b>	<b>12,240,200</b>	<b>13,539,700</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>564,931,300</b>	<b>548,839,463</b>	<b>597,600,800</b>	<b>620,762,100</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	1,183,500	942,381	1,208,500	750,000
Other Governments & Agencies				
Federal Direct	88,000	89,980	88,000	88,000
Fed Through State Pass-Through	345,000	83,179	70,000	70,000
Fed Through Other - Pass Through	0	0	0	0
State Direct	176,802,000	178,935,261	191,693,400	195,035,400
Other Government Agencies	1,800	86,436	1,800	1,800
<b>Subtotal Other Governments &amp; Agencies</b>	<b>177,236,800</b>	<b>179,194,857</b>	<b>191,853,200</b>	<b>195,195,200</b>
Other Program Revenue	883,900	1,388,118	888,200	1,115,100
<b>TOTAL PROGRAM REVENUE</b>	<b>179,304,200</b>	<b>181,525,356</b>	<b>193,949,900</b>	<b>197,060,300</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	213,279,600	216,478,293	217,545,200	218,622,700
Local Option Sales Tax	167,786,400	171,377,172	174,497,900	178,060,300
Other Tax, Licenses, & Permits	2,847,300	4,626,584	2,932,700	4,623,500
Fines, Forfeits, & Penalties	5,300	6,295	5,300	6,200
Compensation From Property	409,500	428,954	409,500	353,000
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>384,328,100</b>	<b>392,917,299</b>	<b>395,390,600</b>	<b>401,665,700</b>
<b>Transfers From Other Funds and Units</b>	<b>1,299,000</b>	<b>4,327,188</b>	<b>2,205,700</b>	<b>2,772,000</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>564,931,300</b>	<b>578,769,844</b>	<b>591,546,200</b>	<b>601,498,000</b>

\*\*\* Expenditure and Revenue budgets for FY08 and FY09 do not equal due to the use of undesignated fund balance.

# 80 Community Education Alliance—At a Glance

<b>Mission</b>	With input from advisory councils and community members, community education coordinators facilitate classes, activities and services constructed to meet community needs. Public school facilities throughout the county are sites for community education programs and citizens of all ages are served.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	Special Purpose Funds	\$1,136,500	\$1,129,900	\$1,150,700
	<b>Total Expenditures and Transfers</b>	<u>\$1,136,500</u>	<u>\$1,129,900</u>	<u>\$1,150,700</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 173,900	\$ 173,900	\$ 338,600
	Other Government and Agencies	0	0	0
	Other Program Revenue	0	0	0
	<b>Total Program Revenue</b>	\$ 173,900	\$ 173,900	\$ 338,600
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	962,600	956,000	812,100
	<b>Total Revenues</b>	<u>\$1,136,500</u>	<u>\$1,129,900</u>	<u>*\$1,150,700</u>
<b>Positions</b>	Total Budgeted Positions	11	15	14
<b>Contacts</b>	<p>Alliance Department Head: Jim Overstreet          Coordinator of Community Education &amp; Before/After School Care Programs: Corine Jackson          Financial Manager: Michelle Renfro</p> <p>2601 Bransford Avenue 37204</p>			<p>email: james.overstreet@mnps.org          email: corine.jackson@mnps.org          email: michelle.renfro@mnps.org</p> <p>Phone: 259-8556, 259-8544          FAX: 252-4996          http://www.nashville.gov/education</p>

## Organizational Structure



\* Community Education Alliance receives a \$597,100 subsidy from Metro and a \$215,000 subsidy from MNPS.

# 80 Community Education Alliance—At a Glance

## Budget Highlights FY 2009

• Reduction of professional services	\$ (1,500)
• Elimination of printing and binding funding	(17,700)
• Elimination of advertising funding	(34,000)
• Additional Reduction*	(55,400)
• Pay Plan	3,000
• Fringe Benefit Savings	(41,900)
• New Aquatics program-3 sites	170,000
• Elimination of Safety & Risk Management Premiums	(1,900)
• Insurance Billings	1,600
• Internal Service Eliminations	
• Finance Charge	(4,700)
• Human Resources Charge	(3,800)
• Shared Business Office Charge	(1,100)
• Metro Payment Services Charge	(400)
• Internal Audit Charge	(300)
• Internal Service Charges	
• Information Systems Charge	9,300
• Fleet Management Charge	(1,200)
• Postal Service Charge	(300)
LOCAP Adjustment	1,100
Total	\$20,800

\*Specific reductions will be determined by the department.

## Overview

### COMMUNITY EDUCATION SERVICES

The Community Education Services provides citizens of all ages with over 1,000 classes and activities, offered through the community schools. These services include literacy training, job preparation and skill improvements, vocational and recreational programs, cultural and enrichment classes, tutorial sessions and opportunities for local groups to conduct meetings or gatherings of community interest. These activities reinforce the philosophy of lifelong learning by offering opportunities to residents of all ages throughout the Metropolitan area through use of Metro Schools' facilities.



The umbrella of Community Education in Nashville-Davidson County covers six major areas:

- Aquatics (new for 2008)
- Community Education Classes/Offerings
- Building Use Activities
- Before/After School Child Care
- Tennessee State Dept of Education's 21<sup>st</sup> Century Community Learning Centers
- Volunteer Literacy

Community Education is organized into three semesters, beginning in September, February and June. Classes meet anywhere from one night for a seminar to one evening a week for eight to ten weeks, although schedules may be shortened or lengthened depending on the subject matter.

Classes and activities are facilitated by the site community education coordinators, who are responsible for determining which classes/activities will appeal to the community. Satellites are locations other than a site

coordinator's home base, where classes and activities are presented.

Sites for Community Education include:

- Antioch High School
- Cohn Adult Learning Center, which houses
  - Cohn Community Education Program
  - The Nashville Volunteer Literacy Program
  - The Senior Renaissance Center
- Glencliff High School
- Hillwood High School
- Hunters Lane High School
- McGavock High School
- Stratford High School

Other activities and programs under the Office of Community Education include:

### Aquatics

During 2007-8 the three pools (Glencliff, Pearl-Cohn and Whites Creek) were repaired and brought up to inspection quality by Metro Schools. An aquatics coordinator has designed a slate of classes and activities that will eventually fill the hours of 5 a.m. to 9 p.m. All ages in the community will have opportunities especially suited to their needs and interests, from Baby Sharks to Master Swim to Water Aerobics.

### Before/After School-age Child Care

During 2007-8 there were 100 programs, with 13 different community providers using the school facilities to offer before and after-school care for students. This includes both elementary and middle schools.

### 21<sup>st</sup> Century Community Learning Centers

Known popularly as "Club MCM", the Community Learning Centers provide after-school enrichment opportunities and enhance the academic activities on a regular school day basis. "Club Music City Miracle" is a collaborative effort of Metro Schools with the YMCA and Project for Neighborhood Aftercare (PNA). Each site meets Monday through Thursday for up to three hours each day, and the program is designed to continue through the school year. One LEAPS site was established using State of Tennessee lottery funds. Homework assistance, club activities, healthy lifestyle and personal development classes, tutoring and preparation for test taking are among the pursuits of each site.

### Summer and Specialty Programs

In addition to the summer classes and activities of the year-round sites, Community Education hosts college level classes at the Cohn, Hunters Lane and McGavock locations. For school-age children, summer activities vary to include math enrichment, science camps, art and language classes and physical education/recreation offerings.

During the 2007-8 year, Dell Computers collaborated with Community Education to offer the "Tech-Know" program for children at some Club MCM sites to build and keep their own computers, provided they met attendance and other school day requirements.

Web site: <http://www.nashville.gov> (select education, then education front page link)

# 80 Community Education Alliance—Performance

<u>Objectives</u>	<u>Performance Measures</u>	<u>FY 2007 Budget</u>	<u>FY 2007 Actuals</u>	<u>FY 2008 Budget</u>	<u>FY 2009 Budget</u>
<b>COMMUNITY EDUCATION SERVICES</b>					
1. Increase the number of citizens served each year, and offer increased services to residents of all ages in the Metropolitan area.	a. Citizens served	60,000	29,043	60,000	60,000
	b. Locations	200	219	200	225
	c. Services offered	1,200	981	1,200	1,200

# 80 Community Education Alliance—Financial

## Special Purpose Funds

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	905,900	785,838	974,100	1,058,900
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	98,100	353	5,700	4,200
Travel, Tuition, and Dues	12,100	8,542	12,700	12,700
Communications	63,000	67,583	59,900	8,200
Repairs and Maintenance Services	1,200	55	1,200	1,200
Internal Service Fees	22,800	22,735	26,300	23,800
<b>TOTAL OTHER SERVICES</b>	<b>197,200</b>	<b>99,267</b>	<b>105,800</b>	<b>50,100</b>
Other Expense	33,400	51,958	50,000	40,100
Pension, Annuity, Debt, & Other Costs	0	0	0	1,600
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,136,500</b>	<b>937,064</b>	<b>1,129,900</b>	<b>1,150,700</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,136,500</b>	<b>937,064</b>	<b>1,129,900</b>	<b>1,150,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	173,900	179,697	173,900	338,600
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>173,900</b>	<b>179,697</b>	<b>173,900</b>	<b>338,600</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>962,600</b>	<b>965,436</b>	<b>956,000</b>	<b>812,100</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,136,500</b>	<b>1,145,133</b>	<b>1,129,900</b>	<b>1,150,700</b>



# 80 Community Education Alliance—Financial

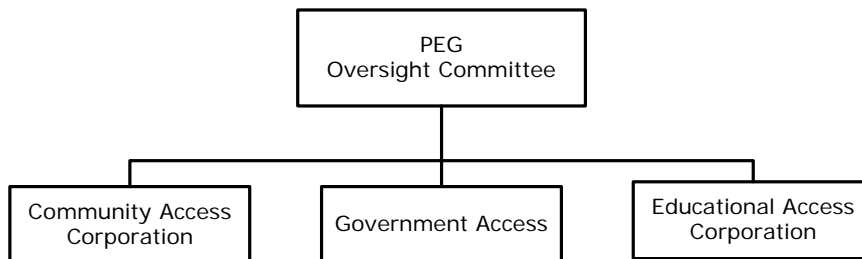
		FY 2007		FY 2008		FY 2009	
<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>MNPS Community Education 60180</b>							
Aquatics Activities Manager	85158	0	0.00	1	1.00	1	1.00
Aquatics Coord Comm ed	80771	0	0.00	1	1.00	1	1.00
Aquatics Facility Manager	85152	0	0.00	1	1.00	1	1.00
Aquatics Lifeguard Manager	85150	0	0.00	1	1.00	1	1.00
Coord-Community & Adult Educat	82339	1	1.00	1	1.00	1	1.00
Program Coord	06034 SR0900	8	8.00	8	8.00	7	7.00
Program Mgr 1	07376 SR1100	1	1.00	1	1.00	1	1.00
Senior Account Clerk	80926	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>		<b>11</b>	<b>11.00</b>	<b>15</b>	<b>15.00</b>	<b>14</b>	<b>14.00</b>
<b>Department Totals</b>		<b>11</b>	<b>11.00</b>	<b>15</b>	<b>15.00</b>	<b>14</b>	<b>14.00</b>

# 34100 Public, Education, Government Fund-At a Glance

<b>Mission</b>	Allocation of bandwidth and financial resources among the Public, Educational and Governmental Access partners.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	Public, Education, Government Fund	\$139,800	\$139,200	\$139,200
	<b>Total Expenditures and Transfers</b>	<u>\$139,800</u>	<u>\$139,200</u>	<u>\$139,200</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
	Other Governments and Agencies	0	0	0
	Other Program Revenue	<u>3,000</u>	<u>3,000</u>	<u>8,400</u>
	<b>Total Program Revenue</b>	\$ 3,000	\$ 3,000	\$ 8,400
	Non-program Revenue	100,000	100,000	100,000
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$103,000</u>	<u>\$103,000</u>	<u>\$108,400</u>
<b>Positions</b>	Total Budgeted Positions	0	0	0
<b>Contacts</b>	Director: Jackie Shrago Financial Manager: Mark Lynam Metro Southeast 37217		email: jackie_shrago@discovery.com email: mark.lynam@nashville.gov Phone: 862-6316 FAX: 862-4016	

This component unit's budget is presented here for information only, and is not subject to line-item modification by the Council.

## Organizational Structure



# 34100 Public, Education, Government Fund-At a Glance

## Budget Highlights FY 2009

• Non-Recurring Adjustment 2008	\$ (40,000)
• Non-Recurring Adjustment	40,000
Total	<u>\$ 0</u>

## Overview

### **PUBLIC, EDUCATIONAL, and GOVERNMENTAL ACCESS (PEG)**

The Public, Education, Government Fund Oversight Committee holds regular meetings to act upon business matters presented by the PEG partners (Community Access Corporation, Metropolitan Education Access Corporation, and Government Access Television).

## **COMMUNITY ACCESS CORPORATION**

The purpose of the Community Access Corporation (CAC) is to insure that the public access and other community channels are governed so that they are free of censorship except as necessary to comply with any FCC regulations.

## **GOVERNMENT ACCESS**

Nashville's Government Access Channel is operated by the Metropolitan Government of Nashville and Davidson County and is a division of the Information Systems Department.

## **METROPOLITAN EDUCATIONAL ACCESS CORPORATION**

Nashville's public television station (NPT) currently operates cable channels 9 and 10 under agreement with the PEG committee.

# 34100 Public, Education, Government Fund-Financial

## Special Purpose Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	69,700	65,472	89,700	89,700
Travel, Tuition, and Dues	0	0	0	0
Communications	5,300	4,353	4,700	4,700
Repairs and Maintenance Services	20,000	12,593	20,000	20,000
Internal Service Fees	1,200	0	1,200	1,200
<b>TOTAL OTHER SERVICES</b>	<b>96,200</b>	<b>82,418</b>	<b>115,600</b>	<b>115,600</b>
Other Expense	3,600	3,326	3,600	3,600
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	40,000	0	20,000	20,000
<b>TOTAL OPERATING EXPENSE</b>	<b>139,800</b>	<b>85,744</b>	<b>139,200</b>	<b>139,200</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>139,800</b>	<b>85,744</b>	<b>139,200</b>	<b>139,200</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	3,000	7,941	3,000	8,400
<b>TOTAL PROGRAM REVENUE</b>	<b>3,000</b>	<b>7,941</b>	<b>3,000</b>	<b>8,400</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	100,000	100,000	100,000	100,000
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>103,000</b>	<b>107,941</b>	<b>103,000</b>	<b>108,400</b>

# 68201 District Energy System-At a Glance



Budget Summary	2006-07	2007-08	2008-09
<b>Expenditures and Transfers:</b>			
DES Enterprise Fund	\$23,436,000	\$22,995,400	\$22,363,400
<b>Total Expenditures and Transfers</b>	<u>\$23,436,000</u>	<u>\$22,995,400</u>	<u>\$22,363,400</u>
<b>Revenues and Transfers:</b>			
Program Revenue			
Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
Other Governments and Agencies	0	0	0
Other Program Revenue	0	0	0
<b>Total Program Revenue</b>	\$ 0	\$ 0	\$ 0
Non-program Revenue	0	0	0
Transfers From Other Funds and Units	23,436,000	22,995,400	22,363,400
<b>Total Revenues</b>	<u>\$23,436,000</u>	<u>\$22,995,400</u>	<u>\$22,363,400</u>
<b>Positions</b>	Total Budgeted Positions	1	1
<b>Contacts</b>	Special Projects Manager: Michael Bradley      email: michael.bradley@nashville.gov  Metro Nashville District Energy System 90 Peabody Street      37210      Phone: 862-5699		

## Line of Business and Program

**Steam Generation and Distribution**  
 Steam Generation and Distribution

**Chilled Water Generation and Distribution**  
 Chilled Water Generation and Distribution

<b>Mission</b>	The mission of the Metro Nashville District Energy System is to provide steam and chilled water products to Metro, State and Private customers of the system so that they can heat and cool their facility spaces in order to support their business functions.
<b>Goals</b>	<p>By the end of FY 2006-2007, District Energy System customers will experience an efficient and effectively operated organization as evidenced by:</p> <ul style="list-style-type: none"> <li>• 100% system performance as required by the performance guarantees of the management contract</li> <li>• 100% compliance with bond obligation requirements</li> <li>• 90% level of customer satisfaction with 5% increase annually until 100% satisfaction is reached and maintained</li> </ul> <p>By 2010, Metro Government will experience an operationally independent organization that supports 95% of operational cost through revenue collection.</p> <p><b><i>NOTE: The District Energy System is gathering baseline data and goal targets will be set for FY09. The District Energy System's Strategic Business Plan – Its Mission, Goals, and Programs as listed here – are pending.</i></b></p>

## Budget Change and Result Highlights FY 2009

Recommendation		Result
<b>Steam Generation and Distribution Program</b>		
Reduction in natural gas and other various operating costs	\$(555,600)	This reduction may require significant reductions in utility costs estimates for gas, electricity, and water, including contingency
<b>Chilled Water Generation and Distribution Program</b>		
Reduction in electric, water chemicals and other various operating costs	(256,200)	No impact on program results for FY09
<b>Non-allocated Financial Transactions</b>		
Fringe Benefit Savings	(10,800)	Savings realized through reduced cost for fringe benefits
Finance Charge	(57,800)	Eliminate the charge for delivery of core financial functions including accounting, payroll, budgeting, and purchasing
Shared Business Office Charge	(18,100)	Eliminate the charge for delivery of administrative support functions
Metro Payment Services Charge	(3,500)	Eliminate the charge for delivery of centralized payment services
Internal Audit Charge	(10,000)	Eliminate the charge for delivery of internal audit functions including audit advisory, financial control, and performance audit services
Information Systems Charge	(20,900)	Delivery of core information technology functions including desktop support, help desk, network support & maintenance, application support, and voice connectivity
Surplus Property Charge	4,200	Handling and disposition of surplus property

# 68201 District Energy System-At a Glance



## Budget Change and Result Highlights FY 2009

Recommendation		Result
LOCAP Adjustments	\$ 83,200	No program impact on performance
Debt Service	213,500	Increase to account for change in debt service requirements
TOTAL	\$(632,000)	

# 68201 District Energy System-At a Glance



**Steam Generation and Distribution Line of Business** – The purpose of the Steam Generation and Distribution Line of Business is to provide steam products to customers so they can heat their facility spaces and support their business functions.

## Steam Generation and Distribution Program

The purpose of the Steam Generation and Distribution Program is to provide steam products to customers so they can heat their facility spaces and support their business functions.

## Results Narrative

**Proposed Change in Funding:** \$(460,200)

**Proposed Change in FTEs:** 0.00

**Proposed Change in Performance:** This modification would require significant reductions in utility costs estimates for gas, electricity, and water, including contingency. This modification may place Metro at greater risk of insufficient funding to cover utility costs and provide service under the contracts.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$12,560,700	\$12,777,286	\$11,886,300	...	\$11,426,100
<b>FTEs:</b> Special Purpose Fund	0.51	0.51	0.51	...	0.51

### Results

Percentage of steam generated and distributed that meets contractual requirements	NA	NR	NR	NR	NR
-----------------------------------------------------------------------------------	----	----	----	----	----

**Chilled Water Generation and Distribution Line of Business** – The purpose of the Chilled Water Generation and Distribution Line of Business is to provide chilled water products to customers so they can cool their facility spaces and support their business functions.

## Chilled Water Generation and Distribution Program

The purpose of the Chilled Water Generation and Distribution Program is to provide chilled water products to customers so they can cool their facility spaces and support their business functions.

## Results Narrative

**Proposed Change in Funding:** \$(160,800)

**Proposed Change in FTEs:** 0

**Proposed Change in Performance:** This modification would require significant reductions in utility costs estimates for gas, electricity, and water, including contingency. This modification may place Metro at greater risk of insufficient funding to cover utility costs and provide service under the contracts.

**Other:** None

### Program Budget & Performance Summary

	2007 Budget	2007 Actual	2008 Budget	2008 1 <sup>st</sup> Half	2009 Budget
<b>Program Budget:</b> Special Purpose Fund	\$10,875,300	\$12,276,217	\$11,109,100	...	\$10,948,300
<b>FTEs:</b> Special Purpose Fund	0.49	0.49	0.49	...	0.49

### Results

Percentage of chilled water generated and distributed that meets contractual requirements	NA	NR	NR	NR	NR
-------------------------------------------------------------------------------------------	----	----	----	----	----



# 68201 District Energy System-Financial



## Special Purpose Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	122,600	61,626	128,200	121,200
<b>OTHER SERVICES:</b>				
Utilities	13,070,000	9,992,441	12,508,600	11,688,800
Professional and Purchased Services	4,204,500	5,106,882	4,288,700	4,355,300
Travel, Tuition, and Dues	4,400	2,225	4,400	4,400
Communications	118,500	55,761	110,200	111,100
Repairs and Maintenance Services	0	12,429	0	0
Internal Service Fees	122,700	113,292	139,600	33,500
<b>TOTAL OTHER SERVICES</b>	<b>17,520,100</b>	<b>15,283,031</b>	<b>17,051,500</b>	<b>16,193,100</b>
Other Expense	176,800	225,399	208,300	299,000
Pension, Annuity, Debt, & Other Costs	0	1,960,885	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>17,819,500</b>	<b>17,530,941</b>	<b>17,388,000</b>	<b>16,613,300</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>5,616,500</b>	<b>7,522,563</b>	<b>5,607,400</b>	<b>5,750,100</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>23,436,000</b>	<b>25,053,505</b>	<b>22,995,400</b>	<b>22,363,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	1,381	0	0
<b>Other Governments &amp; Agencies</b>				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	95,890	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>97,271</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>23,436,000</b>	<b>24,635,430</b>	<b>22,995,400</b>	<b>22,363,400</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>23,436,000</b>	<b>24,732,701</b>	<b>22,995,400</b>	<b>22,363,400</b>

# 68201 District Energy System-Financial



	<u>Class</u>	<u>Grade</u>	FY 2007		FY 2008		FY 2009	
			<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>DES Oper General Acct 68201</b>								
Special Projects Mgr	07762	SR1500	1	1.00	1	1.00	1	1.00
<b>Total Positions &amp; FTE</b>			<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>
<b>Department Totals</b>			<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>



# 01 Administrative—At A Glance

## Budget Highlights FY 2009

For budget changes, see the financial schedule.

### Overview

Accounts are grouped into functional area, as presented in the budget ordinance. Each account's title, 8-digit business unit number, legal basis, & description follows. In cases where the Council changed an appropriation in the final (substitute) budget, the original proposal and final adjustments are both described.

### INTERNAL SUPPORT:

- **Budget Adjustment Savings** (01101408 & 01191408) Anticipated cross-departmental savings due to expected GSD General Fund departments under-spending their budgets. The savings targets have been eliminated for FY 2009.
- **Insurance & Reserve** (01101301 & 01191301, Resolution R82-1327) protects Metro property against damage, loss and claims. This account pays insurance premiums for Metro vehicles, buildings and equipment, boiler and elevator inspections, and for protection against liability claims. The FY 2009 budget transferred the allocation from the "Safety and Risk Management" Fund 50110 back to Administration accounts.
- **Surety Bonds** (01101302, TCA § 8-19-101) pays premiums to insurance companies to bond local officials and persons who routinely handle public funds, to insure Metro against misuse, theft, and fraud. The FY 2009 budget transferred the allocation from the "Safety and Risk Management" Fund 50110 back to Administration accounts.
- **Corporate Dues and Contributions to Governmental Associations** (01101303, Metro Charter § 18.11(c)) pays dues for Metro memberships in intergovernmental organizations. The FY 2009 budget reflects a decrease of \$80,558.
- **Judgments and Losses** (01101308 & 01191308, Metro Code § 2.40.100) pays on Metro's behalf for judgments and losses that arise in the course of litigation and pays related costs and expenses such as for court reporters, court costs, tax costs, etc. The FY 2009 budget transferred the allocation from the "Safety and Risk Management" Fund 50110 back to Administration accounts.
- **Pay Plan Improvements** (01101315 & 01191315) Pay plan improvements for active employees in the general funds' departments are included here. The FY 2009 calculations for the departments include only the increment increase estimates for Metro employees.
- **Post Audits** (01101412, Metro Charter §6.15) pays for an annual independent financial audit and accounting services conducted by one or more certified public accounting firms. Audits are conducted in accordance with federal and state law. The FY 2009 budget reflects a reduction of \$326,726.
- **Transfer to Advance Planning & Research Fund** (01101416, Metro Charter § 6.14) provides the

mandated \$50,000 transfer to the APR fund and approximately \$75,000 for the Metro Planning Organization (MPO). The FY 2009 budget reflects an increase of \$69,800.

- **Metro Facility Rental** (01101127) pays rent for space. The FY 2009 budget reflects a decrease of \$63,042.
- **Relocation Expenses for Metro Agencies** (01101180) includes funds for the estimated relocation expenses of transferring agencies out of buildings being renovated. The FY 2009 budget reflects a decrease of \$1,183,722 due to most of the renovations being completed.
- **Subsidy Municipal Auditorium** (01101428) includes recurring funds to subsidize the Municipal Auditorium. The FY 2009 budget reflects a decrease of \$495,200, of which \$371,500 is being funded by the Hotel Motel Fund.
- **Transfer for 4% Fund** (01101499, Metro Charter) transfers 4% of original revenues in the GSD General Fund to the separate General Fund Reserve Fund for equipment purchases or building repairs for any department funded by the GSD General Fund.
- **Subsidy Community Education** (01101602) includes recurring funds and a decrease of \$147,500 for the FY 2009 budget due to budget reductions.

### EMPLOYEE BENEFITS:

- **Police and Fire Pension Match** (01191102, Metro Charter § 13.09) provides Metro's guaranteed contributions from the USD General Fund to closed police and fire pension plans.
- **Civil Service Retirement Match** (01191103, Metro Charter § 13.09) provides Metro's guaranteed contribution from the USD General Fund to the closed City of Nashville Employees' Retirement plan.
- **Davidson County Retirement Match** (01101104, Metro Charter § 13.09) provides Metro's contribution from the GSD to the old Davidson County civil service pension plan. The FY 2009 budget reflects a decrease of \$30,900 in administrative fees.
- **Teacher Pensions Match** (01191106, Metro Charter § 9.06) provides Metro's contribution from the USD General Fund to the old city teacher's pension plan.
- **Davidson County Teacher's Retirement Match** (01101107, Metro Charter §9.06) provides Metro's guaranteed contribution to the closed county teacher's pension plan. The Board of Education makes a separate guaranteed contribution from its Schools Special Revenue Fund to that plan. The FY 2009 budget reflects a decrease of \$60,800 in administrative fees.
- **Group Health Insurance Match** (01101109 & 01191109, Metro Code §3.16.020, .040, & 3.24.010) provides Metro's share of pensioners' medical and dental insurance premiums. For active employees, these costs are in their departments' budgets. The FY 2009 budget reflects an increase of \$1,390,700 in the GSD and a reduction of \$61,500 in the USD.

# 01 Administrative—At A Glance

- **Death Benefit Payments** (01101110, Metro Code § 3.28.080) transfers money to a fund that provides a supplementary benefit for deaths in the line of duty. The FY 2009 budget reflects a decrease of \$1,800 in administrative fees.
- **Direct Pension Payments** (01191111, Private Acts of 1959 chapter 117 & Metro Charter Sec. 20.01) provides direct pension payments from the USD General Fund to members and qualified surviving spouses of the old Nashville City Council. This expense is eliminated in the FY 2009 budget.
- **Pensioners In-Line-Of-Duty Medical Expense** (01101113 & 01191112, Metro Charter § 13.12) provides medical payments for those pensioners who were disabled by in-line-of-duty injuries. The total cost is budgeted through the GSD General Fund; the share for USD employees is borne by a transfer from the USD to the GSD. The FY 2009 budget transferred the allocation from the "Safety and Risk Management" Fund 50110 back to Administration accounts.
- **Unemployment Compensation** (01101114, TCA § 50-7-401) reimburses the state for unemployment payments to eligible former Metro employees. The FY 2009 budget reflects a decrease of \$206,300.
- **Group Life Insurance Match** (01101115 & 01191115, Metro Code § 3.16.040) provides payment of life insurance premiums for pensioners. Life insurance for active employees is budgeted in departments' budgets; Metro pays 100% of premiums. The FY 2009 budget reflects an increase in the GSD funding of \$23,300. The USD funding remains flat.
- **Employees In-Line-Of-Duty Medical Expense** (01101120 & 01191113, Metro Charter § 13.12) provides medical payments for employees injured on-the-job for services that cannot be provided by General Hospital. The total cost is budgeted through the GSD General Fund; the share for USD employees is borne by a transfer from the USD to the GSD. The FY 2009 budget transferred the allocation from the "Safety and Risk Management" Fund 50110 back to Administration accounts.
- **Benefit Adjustments** (01101140 & 01191140) provides funds for adjustments to the departmental fringe benefit accounts based on projected changes in medical, life, dental, and/or pension rates. For FY 2009 benefit rates are initially estimated to increase 6% for health and dental, and a decrease of 21.9% for pension.
- **Benefit Re-Enrollment for Human Resources** (01101431) The FY 2008 budget recommended \$585,000 for the planning, training and roll-out of the Benefit Re-Enrollment Program. The funds were a transfer from the Benefit Board Fund 52177 and were eliminated in FY2009.
- **Subsidy for the Radio Shop** (01101422) the FY 2009 budget reflects a reduction of \$15,000 in the administrative account and a transfer to the Radio Shop Fund for the yearly maintenance of radios required under the Disaster Recovery Plan.

## CONTINGENCY:

- **Contingency for Subrogation** (01101224 & 01191224) permits deposit of recoveries and repayment to affected GSD and USD departments for unbudgeted casualty repairs and replacements. The expenditure account is offset by a matching revenue account. The FY 2009 budget remains flat.
- **District Energy System (DES)** (01101218) The Metro Funding Amount (MFA) represents the 15% of the DES operating budget, 31% of the DES Debt Service, and other costs related to sales and marketing of DES excess capacity to customers. The FY 2009 budget decreases the budget projection \$173,700 taking the total amount to \$2,256,100.
- **Contingency EMS Collection Fees** (01101313) is a contingency for EMS collection fees to be transferred to the Fire Department based upon actual expenses. The FY 2009 budget reflects a reduction of \$1,138,100 in the administrative account and a transfer to the Fire Department.
- **Contingency New Facility Costs** (01101480) provides funds to cover the utilities and maintenance costs for new Metro facilities. In FY 2008, the budget was transferred to the new Contingency for Vacant Space account [01101481].
- **Contingency for Vacant Space** (01101481) provides funds to cover the utilities and maintenance costs for Metro vacant facilities. The FY 2009 budget reflects a decrease of \$4,000.
- **Contingency Account** (01101309 & 01191309, Metro Charter § 6.11) provides a reserve of funds for unexpected costs incurred by departments funded through the GSD or USD General Funds. The FY 2009 budget eliminates both the GSD and USD amounts of \$50,000.
- **Contingency for Local Matching Funds – Federal, State, and Other Reimbursable Programs** (01101298) provides funds for required dollar matches as the government receives mid-year grants and other reimbursable programs. Those funds are transferred from this BU to the accounts of departments receiving those new grants. This contingency is eliminated in the FY 2009 budget.
- **Contingency for Federal, State, and Other Reimbursable Program Funds** (01101299 & 01191299) handles the non-local funding component of new grants. The expenditure budget is offset by estimated grant revenue in the same business unit. As departments receive previously-unbudgeted grants or reimbursements in the general fund during the fiscal year, their budget is increased either:
  - By a Council resolution that appropriates the previously non-estimated revenues or fund balance,
  - By use of these contingency accounts (the local match portion coming from the department's existing budget or from local match funds, and the grantor share coming from this account).

Expenditures are posted to accounts that receive transfers from these contingencies, not to these five contingency accounts. The table below shows recent transfers from (use of) two of the five accounts.

# 01 Administrative—At A Glance

Previously-unbudgeted grants may be added to grant special revenue funds upon proper approval without using this account.

The FY 2009 budget recommends elimination of the GSD and USD allocations. The revenue has also been eliminated in revenue accounts OA 406100 in the GSD and USD operating budgets.

Budget History of GSD Contingency for Reimbursable Programs and Local Match			
Fiscal Year	Budget Ordinance	Fiscal Year-End	Amount Used
01101298 GSD Local Match			
2004	552,600	552,600	-0-
2005	80,000	80,000	-0-
2006	100,000	100,000	-0-
2007	100,000	100,000	-0-
01101299 GSD Contingency for federal, State, and Other Reimbursable Programs			
2004	4,250,000	4,169,700	80,300
2005	4,250,000	4,250,000	-0-
2006	4,250,000	4,250,000	-0-
2007	4,291,100	4,291,100	-0-

- Contingency for Utility Increases** (01101566 & 01191566) sets aside funds to cover possible increases in electricity, water and natural gas rates. The FY 2009 budget reflects an increase of \$675,000 in the GSD and \$282,500 in the USD.
- Non-Profits – Administration Fee** (01102100) The FY 2009 budget reflects a decrease of \$33,300 and elimination of this account.
- MNPS – Central Service Adjustments** (01102150) The FY2009 budget reflects a reduction of \$2,678,100 from the FY 2008 budget to cover administrative support costs for Metro schools.
- Reserve for Council Community Policing Initiative** (01101327) The FY 2008 budget reflected a non-recurring reduction of \$250,000.
- Reserve for Council Infrastructure, Non-Profits, and Council Initiatives** (01101328) The FY 2008 budget reflected a non-recurring reduction of \$1,950,000.
- Contingency for Independent Medical Exams** (01101590) The FY 2009 budget reflects a decrease of \$25,000.
- Contingency for Parks and Police Connection** (01101603) The FY 2008 budget provided \$129,400 for a program to place a Metro Police officer in Metro Parks. This contingency is eliminated in FY 2009.
- Contingency for Employee Sick / Back-up Child Day Care** (01101128) The FY 2009 budget provides funding for this program in the Human Resources budget.
- Contingency for Administration Change** (01101341) The FY 2009 budget eliminates the non-recurring expense of \$100,000 contingency for the Administration office change in the fall 2007 election.
- Contingency for Merchant Fees** (01101342) the FY 2009 budget eliminates the non-recurring expense of \$100,000 contingency for Merchant Fees.
- Contingency for ADA Operations** (01101485) the FY 2009 budget recommends a decrease of \$2,000 in ADA Operations.

## REGULATION, INSPECTION, & ECONOMIC DEVELOPMENT:

- Economic Job Development Incentive** (01101118) provides funds to make economic and community development incentive grants to the Industrial Development Board. These grants are to encourage the location of Fortune 500 companies and creation of new jobs within Davidson County. The FY 2009 budget reflects an increase of \$387,600.
- Nashville Career Advancement Center (NCAC)** (01101213) provides local funds to offset projected administrative cost deficit and to also support the continuation of a Summer Youth at Work Program. The FY 2009 budget reflects a reduction of \$146,300.
- Subsidy to the Sommet Center** (01101221) provides supplemental funds from the GSD General Fund to Powers Management for the operation of the Sommet Center (Nashville Arena). The FY 2009 budget reflects a decrease of \$818,100 and the elimination of the administrative account. The Hotel Motel Fund will now contain the entire subsidy of the Sommet Center.
- Coliseum Capital Maintenance Fund Transfer or Stadium Maintenance** (01101222) provides contractually-mandated funds for maintenance of the Coliseum football stadium. The FY 2009 budget reflects a decrease of \$8,800 in administrative fees.
- Transfer to GSD Debt Service** (01101225, Stadium Funding Package) transfers \$3.2 million of Hotel Motel Tax from the GSD General Fund to the GSD Debt Service Fund for the Coliseum stadium. The FY 2009 budget reflects a decrease of \$28,200 in administrative fees.
- Greer Stadium Maintenance** (01101424) provides funding to assist in maintaining Greer Stadium, contingent on the Nashville Sounds baseball team's payment of rent to Metro. The FY 2009 budget reflects a decrease of \$2,200 in administrative fees.
- Property Tax Increment Refund or Tax Increment Payment - MDHA** (01101499 & 01191499, State Law Title 13, Chapter 20) provides tax incentive payments for loans incurred by the Metropolitan Development & Housing Authority (MDHA) for authorized redevelopment activities. MDHA promotes private investment in designated development districts. Similar payments are budgeted in all six budgetary funds (GSD & USD General funds, the General Purpose School Fund, and the three related Debt Service funds). The FY 2009 budget increased by \$979,400 in the GSD and decreased by \$248,300 in the USD.

# 01 Administrative—At A Glance

- **Contribution to Partnership 2010** (01101506) provides funds to the Nashville Chamber of Commerce for its Partnership 2010 program, which promotes the relocation of companies to Nashville and expansion of existing companies. The FY 2009 budget is eliminated in the administrative account and transferred to the Hotel Motel Fund at the \$300,000 level.

## RECREATIONAL, CULTURAL, & COMMUNITY SUPPORT:

- **Metropolitan Action Commission (MAC)** (01101204, Metro Code § 2.108.010) provides GSD General Fund matching funds to MAC for administration and leasehold costs, the Head Start program, and other MAC activities. The FY 2009 budget reflects a decrease of \$751,100.
- **Bill Wilkerson Hearing & Speech Center Contract** (01101307, Ordinance 084-496) provides for diagnosis, care, and treatment for the certified medically indigent residents of Davidson County who have communication problems such as total or partial deafness, speech, voice, or language disorders. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Property Tax Relief Program** (01101326 & 01191326, TCA § 67-5-702, § 67-5-703 and § 67-5-704) provides tax relief funds for the elderly low-income, disabled and disabled veteran homeowners. The program in effect pays part or all of the property tax of eligible applicants. Metro matches the state expenditures based on the current sales ratio; however the combined Metro and State assistance may only cover the amount of taxes owed. The FY 2009 budget reflects an increase of \$608,900 in the GSD and \$222,300 in the USD.
- **Contribution to Nashville Symphony** (01101502, Metro Charter 18.11(a)) provides annual funds in the amount of \$15,000 to support the Nashville Symphony. Also, the account is part of the 2009 Community Enhancement Fund (CEF), and is awarded an additional \$25,000 for FY 2009.
- **Legal Aid Society of Middle Tennessee** (01101505, Resolution R95-1723) provides funds to support the organization's mission of providing free legal help to low-income and elderly persons with certain kinds of civil legal problems. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$165,465 for FY 2009.
- **Contract Guest House** (01101510) provides for a contract with Guest House to house incapacitated substance abusers who are picked up by the police, as an alternative to incarceration. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Nashville Housing Fund** (01101512) Council added \$50,000 contribution in the final FY 2006 budget. The FY 2008 budget eliminated this contribution.
- **Contribution to Interdenominational Ministers' Fellowship** (01101513) provides funds for the Peniel Initiative Program. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribution to Adult Literacy Program** (01101516) provides a local contribution for the Adult Literacy Program. The Nashville Adult Literacy Program is for adults with low, marginal or no reading skills. Sponsored by the Nashville Adult Literacy Council, the Community Education Alliance, and the Metro Public Schools, it provides those adults with one-to-one, group or computer instruction to meet their individual needs. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$60,000 for FY 2009.

## HEALTH & HOSPITALS:

- **Subsidy for Hospital Authority** (01101426, Metro Charter § 10-201) provides a contract subsidy to the Nashville Hospital Authority to support the operations of Metropolitan Nashville General Hospital, an acute care hospital with 150 licensed beds. The FY 2006 budget consolidated the subsidies to General Hospital, Bordeaux Hospital and the Knowles Home. The FY 2009 budget recommends a subsidy decrease of 5% equal to \$2,489,900.

## CONTRIBUTIONS:

TCA 7-3-314 (Financial assistance to nonprofit organizations) provides for contributions by metropolitan governments to qualified nonprofit organizations "to promote the general welfare of the residents of the municipality."

- **Contribution to Codes Demolition Fund** (01101331) a working capital contribution to Codes Department's Demolition Fund 30600. The FY 2009 budget is eliminated in the administrative account and transferred to the Codes Department.
- **Contribute Community Access Television** (01101519) provides local funds to the Community Access Television channel. CATV is an organization that promotes the citizens' point of view and freedom of speech by providing them with training in television, instruction on the use of TV equipment, and the knowledge to produce their own program. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribute Nashville Humane Association** (01101521, Metro Charter § 18.11(a)) provides funds to assist with shelter, food and medical services for abandoned, unwanted, and injured animals and for placement with area residents. The FY 2009 budget increases \$1,300 to \$12,500.
- **Community Project for Neighborhood After-Care** (01101531) provides a contribution through the Project for Neighborhood Aftercare to licensed child care providers for after-school care, including academic enrichment and nutrition, for K-8 children in high risk, low-income residential areas. Account

# 01 Administrative—At A Glance

is part of the 2009 Community Enhancement Fund (CEF). Awarded \$300,079 for FY 2009.

- **Contribute Domestic Violence Intervention Center** (01101540) provides funds for this agency (formerly known as PEACE) to supply domestic violence counseling and education to clients referred by the courts and other Metro agencies. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribute Kelly Miller Smith** (01101541) provides funds to assist a non-profit agency that serves persons convicted of domestic violence. The program counsels primarily African-American men and a small number of women. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribute Ujima House** (01101549) The FY 2006 budget provides a contribution to the Ujima House, a community service organization that focuses on the needs of women and their children who are victims of domestic violence. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribute YWCA Domestic Violence** (01101552) provides funds toward the operation of a new, larger, state-of-the-art shelter for victims and survivors of domestic violence. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$196,170 for FY 2009.
- **Contribute United Way Family Resource Center** (01101553) provides support for administrative and infrastructure costs of family resource centers (FRCs) so that United Way can focus their investments on FRC programmatic needs through their Community Solutions Fund. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribute Second Harvest Food Bank** (01101555) provides funds for the Emergency Food Box Program. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$202,500 for FY 2009.
- **Contribute Metropolitan Education Access Corporation** (01101559, RS2002-1041) provides funds for the MEAC, which has responsibility for program production, management, and promotion of the educational access channels on all cable television systems. Council awarded MEAC \$51,800 in the Final Budget for FY 2009.
- **Mary Parrish Center** (01101562) provides for a clerk or paralegal to assist victims in filling out warrants and orders of protection. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$77,100 for FY 2009.
- **Renewal House** (01101564) provides funds for this residential community for mothers and their children affected by addiction. Founded in 1995, Renewal House provides families with a long-term residential program that includes opportunities for mothers to enter the work force. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Jefferson Street United Merchants Partnership, Inc.** (01101565) provides funds to aid in the efforts to improve Jefferson Street and to supplement the summer youth program. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribute Children's Theatre** (01101568) provides funds for the Children's Theatre program. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$50,000 for FY 2009.
- **Contribute Reconciliation Ministries** (01101569) provides funds in support of families of incarcerated persons. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Contribute Mediation Services** (01101570) is administered by the District Attorney to provide mediation services to the Metro criminal justice system through contracts with qualified community organizations. This was created in FY 2004 by the transfer of direct appropriation to Neighborhood Justice Center (\$148,600), Victim Offender Reconciliation Program (\$32,500) and General Sessions Court request of \$50,000. The FY 2005 recommended budget reduced this budget by 15% to \$196,400. The final budget removed General Fund money from this, moving it to a special revenue fund to be financed by a dedicated litigation tax. The FY 2008 budget eliminated this allocation.
- **Contribute CEO Academy** (01101574) was added in the final budget to provide programming funds for the CEO Academy's leadership, tutoring, and entrepreneurial programs to keep kids in schools by teaching them practical CEO skills. The FY 2008 budget did not renew this contribution.
- **Contribute Morning Star Domestic Violence** (01101576) was added in the final budget to support the programming and services provided by Morning Star Sanctuary to victims of domestic violence. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$165,495 for FY 2009.
- **Contribute Hands On Nashville** (01101580) contributes funds for the Volunteer Mobilization & Management pilot program. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for consideration of allocated funds within the next fiscal year.
- **Neighborhood Resource Center (NRC) / Artworks** (01101582) contribution added by Council in final FY 2006 budget. Account is part of the 2009 Community Enhancement Fund (CEF). Awarded \$36,658 for FY 2009.
- **North Edgefield Organized Neighbors (NEON)** (01101584) contribution added by Council in final FY 2006 budget. Account is eliminated in FY 2009. Non-profit agencies will have to re-apply for



# 01 Administrative—At A Glance

consideration of allocated funds within the next fiscal year.

- **Habitat for Humanity, Inc.** (01101585) FY 2007 budget reflects a contribution of \$50,000 by Council amendment. The FY 2008 budget did not renew this contribution.
- **Hadley Park Tennis Club** (01101586) FY 2007 budget reflects a contribution of \$60,000 by Council amendment. The FY 2008 budget did not renew this contribution.
- **Alignment Nashville** (01101587) FY 2008 budget reflected a contribution of \$100,000 toward this program that works with Metro Schools. For FY 2009, the budget remains flat at \$100,000.
- **Domestic Violence Programs** - the FY 2009 budget recommends \$750,000 for Domestic Violence Programs in the new Community Enhancement Fund (CEF) Program. New accounts for FY 2009 are:  
01101594 – Family & Children’s Services - \$48,600.  
01101595 – Nurses for Newborns - \$97,170. The four existing accounts total \$604,230.
- **Educational & After School Programs** - the FY 2009 budget recommends \$750,000 for Educational and After School Programs in the new CEF Program. New accounts for FY 2009 are:  
01101596 – Bethlehem Center - \$29,070.  
01101597 – Book'em for Literacy - \$11,034.  
01101598 – Fannie Battle Day Home - \$20,500.  
01101604 – Girl Scouts of Mid Tenn. - \$20,000.  
01101605 – Homework Hotline - \$10,000.  
01101606 – McNeilly Center for Children - \$124,817.  
01101607 – Nashville Ballet - \$2,000.  
01101608 – St Luke’s Community House - \$20,000.  
01101609 – St Mary Villa Child Devl. Ctr. - \$10,000.  
01101610 – United Cerebral Palsy - \$90,000.  
01101611 – Youth Encouragement Srvcs - \$37,500.  
The three existing accounts total \$375,079.
- **Miscellaneous Community Agencies and Services** - the FY 2009 budget recommends \$500,000 for Miscellaneous Community Agencies and Services in the new CEF Program. New accounts for FY 2009 are:  
01101612 – Nashville CARES - \$56,875.  
01101599 – Rape & Sexual Abuse Ctr - \$50,000.  
01101571 – Tenn. Voices for Children - \$93,967.  
The three existing accounts total \$299,158.

- **MDHA Homeless Commission Project (01101129)** provides additional funding for Homeless Commission management position, an HMIS System, and \$200,000 for miscellaneous improvements. Increase for FY 2009 is \$311,667.

## INFRASTRUCTURE AND TRANSPORTATION:

- **Subsidy to the Regional Transit Authority** (01101117) provides local matching funds for transportation services for the Job Access and Reverse Commute project, and to match with other cities to continue the Murfreesboro to Nashville “Relax and Ride” shuttle. The FY 2008 budget reflected a decrease of \$48,000 which was transferred to the Hotel Motel Fund. The FY 2009 budget of \$101,400 is eliminated in the administrative account and transferred to the Hotel Motel Fund.
- **Commuter Rail Project** (01101237) provides initial funds for the first year operation of the new Music City Star commuter rail. The FY 2008 budget reflected a decrease of \$352,000 which was transferred to the Hotel Motel Fund. The FY 2009 budget of \$291,600 is eliminated in the administrative account and transferred to the Hotel Motel Fund.
- **RTA – Northeast Corridor** (01101239) provides funds for Davidson County’s share for the Northeast Corridor of the commuter rail project. The FY 2008 budget removed this non-recurring expense.
- **Contingency Regional Transportation Authority (RTA) membership Dues** (01101323) is a contingency to provide funding to the RTA if the General Assembly imposes RTA dues, which are not included in the RTA subsidy 01101117. The FY 2009 budget eliminates this account.
- **Supplement to Metropolitan Transit Authority (MTA)** (01101304 GSD and 01191104 USD, Metro Charter § 11.401) provides local supplementary funds to the Metropolitan Transit Authority for its various programs. The FY 2009 budget recommends a slight reduction in the amount of \$266,500.

Since revenues in this department are not directly related to the budgeted expenditures in this department, the following financial schedule presents individual business units’ expenditure information.

# 01 Administrative—At A Glance

## GSD & USD General Fund Administrative Expenditures

BU number	Description	FY 2007 Budget	FY 2007 Actual	FY 2008 Budget	FY 2009 Budget
GSD General Fund:					
01101104	County Retire Match	\$3,535,800	\$3,535,800	\$3,532,800	\$3,501,900
01101107	County Teach Retire Match	6,967,100	6,967,099	6,961,200	6,900,400
01101109	Health Insurance Match	25,737,400	25,737,381	28,497,200	29,887,900
01101110	Death Benefit Payments	201,900	201,900	201,800	200,000
01101113	Pens IOD Medical Expense	0	0	0	3,447,800
01101114	Unemployment Compensation	571,800	410,025	706,300	500,000
01101115	Life Insurance Match	1,367,700	1,367,631	1,369,100	1,392,400
01101117	Regional Transit Authority	149,400	149,400	101,400	0
01101118	Econ/Job Incentives	1,409,200	1,225,834	1,412,400	1,800,000
01101120	Employee IOD Med Expense	0	0	0	6,129,100
01101127	Metro Facility Rent	2,248,077	2,074,434	1,283,142	1,220,100
01101128	Employee Sick/Back-up Child Care	0	0	170,600	0
01101129	MDHA Homeless Commission	0	0	837,533	1,149,200
01101140	Benefit Adjustments	23,146,100	4,607,894	10,955,500	4,744,100
01101180	Relocation of Metro Agencies	2,015,264	910,842	1,324,022	140,300
01101204	Metro Action Commission	3,830,200	3,830,200	4,506,800	3,945,700
01101213	NCAC Local Match	315,900	315,900	311,900	165,600
01101218	District Energy System	2,291,300	2,291,300	2,429,800	2,256,100
01101221	Subsidy Nashville Arena	4,084,200	4,084,200	818,100	0
01101222	Stadium maintenance	1,009,700	899,239	1,008,800	1,000,000
01101224	Contingency Subrogation	101,000	1,000	100,900	100,000
01101225	GSD Debt Transfer-Stadium	3,230,900	3,230,901	3,228,200	3,200,000
01101235	Managing for Results	66,161	2,681	63,480	0
01101237	Commuter Rail	644,200	644,199	291,600	0
01101239	RTA – Northeast Corridor	50,000	50,000	0	0
01101298	Contingency Local Match	101,000	27,367	100,900	0
01101299	Contingency Fed/State Programs	4,291,100	41,100	4,287,400	0
01101301	Insurance Reserve	0	0	0	1,429,900
01101302	Surety Bonds	0	0	0	17,300
01101303	Corp Dues/Contribution	360,900	273,542	430,558	350,000
01101304	Subsidy MTA	17,829,100	17,829,100	17,829,100	17,512,600
01101307	Wilkerson Hearing/Speech	22,500	1,926	20,300	0
01101308	Judgments and Losses	0	0	0	1,715,100
01101309	Contingency Account	0	0	0	0
01101313	EMS Collection Fees	1,163,400	11,100	1,138,100	0
01101315	Pay Plan Improvements	15,599,100	194,000	9,912,500	2,894,700
01101323	Contingency RTA Membership	55,100	55,052	55,000	0
01101326	Property Tax Relief Program	884,200	884,201	1,081,100	1,690,000
01101327	Reserve for Council Community Policing Initiative	250,000	0	0	0
01101328	Reserve for Council Infrastructure, Non-Profits, and Initiatives	1,950,000	1,561,985	0	0
01101331	Codes Demolition Fund	100,000	100,000	100,000	0
01101341	Contingency Administrtn. Change	0	0	100,000	0
01101342	Contingency Merchant Fees	0	0	100,000	0
01101408	Budget Adjustment Savings	-14,651,000	0	-16,938,500	0
01101408	Bdgt. Adj. Savings—E-Procurement	-6,000,000	0	0	0
01101408	Bdgt. Adj. Savings-Maint. Audit	-1,000,000	0	0	0
01101412	Post Audit	2,058,600	1,688,474	1,826,726	1,500,000
01101416	Subsidy Advance Planning	50,500	19,922	75,400	145,200
01101422	Subsidy Radio Shop	0	0	15,000	0
01101424	Greer Stadium Maintenance	252,400	252,399	252,200	250,000
01101426	Hospital Authority Subsidy	49,797,100	49,797,100	49,797,100	47,307,200
01101428	Municipal Auditorium - Enterprise	1,009,100	848,882	495,200	0
01101431	Benefit Re-Enrollment for HR	0	0	585,000	0

# 01 Administrative—At A Glance

## GSD & USD General Fund Administrative Expenditures

BU number	Description	FY 2007 Budget	FY 2007 Actual	FY 2008 Budget	FY 2009 Budget
01101480	Contingency – New Facility Costs	5,144,000	947,900	0	0
01101481	Contingency – Vacant Space Ops	0	0	1,334,600	1,330,600
01101485	Contingency – ADA Operations	702,800	702,800	675,000	673,000
01101499	GSD Gen. Revenue – 4% Reserve	22,955,000	22,298,193	23,489,200	23,705,700
01101499	GSD Gen. Revenue – MDHA	3,725,400	3,424,320	3,394,500	4,373,900
01101502	Contribute Nash Symphony	15,000	15,000	15,000	40,000
01101505	Contribute Legal Aid Society	22,500	22,500	20,300	165,465
01101506	Contribute Partnership 2010	300,000	300,000	300,000	0
01101510	Contribute Guest House	120,000	120,000	120,000	0
01101512	Contribute Nashville Housing Fund	50,000	49,000	0	0
01101513	Contribute Interdenominational Ministers' Fellowship	50,000	50,000	50,000	0
01101516	Contribute Adult Literacy	36,900	36,900	36,900	60,000
01101519	Contribute CATV	59,800	59,800	53,800	0
01101521	Contribute Humane Assoc	11,200	11,200	11,200	12,500
01101531	Project N'hood Aftercare	569,000	569,000	569,000	300,079
01101540	Contribute Dom Viol Intervention	129,800	129,800	129,800	0
01101541	Contribute KM Smith	40,500	40,500	40,500	0
01101549	Contribute Ujima House	45,000	45,000	45,000	0
01101552	Contribute YWCA Domestic V	361,000	361,000	361,000	196,170
01101553	Contribute United Way Family	332,000	332,000	332,000	0
01101555	Contribute Second Harvest	202,500	202,500	202,500	202,500
01101559	Contribute Metro Ed Access	57,500	57,500	51,800	51,800
01101562	Mary Parrish Center	52,600	52,600	52,600	77,100
01101564	Renewal House	15,300	15,300	13,800	0
01101565	Jefferson ST United Partners	50,000	50,000	45,000	0
01101566	Contingency Utility Increase	1,268,100	0	744,100	1,225,000
01101568	Contribute Children's Theater	29,700	29,700	29,700	50,000
01101569	Contribute Reconciliation Ministrs	30,600	30,600	30,600	0
01101570	Contribute Mediation Services	37,500	37,500	0	0
01101571	Contrib. Tenn. Voices for Children	0	0	0	93,967
01101574	Contribute CEO Academy	94,500	94,500	0	0
01101576	Contribute Morningstar Dom Viol	50,000	50,000	50,000	165,495
01101577	Contribute Women's Study Impact	10,484	10,484	0	0
01101579	Contribute Community Impact	7,877	7,877	0	0
01101580	Contribute Hands On Nashville	75,000	75,000	67,500	0
01101582	Contribute Neighborhood Resrc Ctr	25,500	25,500	23,000	36,658
01101584	Contribute North Edgefield Organized Neighbors	51,000	51,000	45,900	0
01101585	Contrib. Habitat for Humanity, Inc	50,000	50,000	0	0
01101586	Contrib. Hadley Park Tennis Club	60,000	0	0	0
01101587	Contrib. to Alignment Nashville	0	0	100,000	100,000
01101590	Contrib. Independent Med. Exams	0	0	35,000	10,000
01101594	Contrib. Family & Childrens Srvcs	0	0	0	48,600
01101595	Contrib. Nurses for Newborns	0	0	0	97,170
01101596	Contrib. Bethlehem Center	0	0	0	29,070
01101597	Contrib. Book'em for Literacy	0	0	0	11,034
01101598	Contrib. Fannie Battle Day Home	0	0	0	20,500
01101599	Contrib. Rape & Sexual Abuse Ctr.	0	0	0	50,000
01101602	Subsidy – Community Education	747,600	747,600	741,000	593,500
01101603	Parks / Police Dept Connection	0	0	129,400	0
01101604	Contrib. Girl Scouts of Mid Tenn.	0	0	0	20,000
01101605	Contrib. Homework Hotline	0	0	0	10,000
01101606	Contrib. McNeilly Ctr. for Children	0	0	0	124,817
01101607	Contrib. Nashville Ballet	0	0	0	2,000

# 01 Administrative—At A Glance

## GSD & USD General Fund Administrative Expenditures

BU number	Description	FY 2007 Budget	FY 2007 Actual	FY 2008 Budget	FY 2009 Budget
01101608	Contrib. St Luke's Comnty. House	0	0	0	20,000
01101609	Contrib. St Mary Villa CDC	0	0	0	10,000
01101610	Contrib. United Cerebral Palsy	0	0	0	90,000
01101611	Contrib. Youth Encouragement Srv	0	0	0	37,500
01101612	Contrib. Nashville CARES	0	0	0	56,875
01102100	Non-Profit Fees	26,300	26,301	33,300	0
01102150	MNPS Fees	7,793,100	7,272,200	3,428,400	750,300
	Total GSD General Fund	\$202,501,463	\$174,525,085	\$178,177,061	\$181,333,900

### USD General Fund:

01191102	Police/Fire Retire Match	\$8,873,000	\$8,873,000	\$8,873,000	\$8,873,000
01191103	Civil Service Retire Match	5,424,700	5,424,700	5,424,700	5,424,700
01191104	Subsidy MTA	0	0	0	50,000
01191106	Teacher Pens Match	4,592,400	4,592,400	4,592,400	4,592,400
01191109	Health Ins Match	3,212,900	2,002,709	2,182,000	2,120,500
01191111	Direct Pension Payments	9,900	8,100	9,900	0
01191112	Pensioner IOD	0	0	0	383,100
01191113	Employee IOD	0	0	0	885,400
01191115	Life Ins Match	114,000	93,549	93,700	93,700
01191140	Benefit Adjustments	2,891,500	0	2,309,600	830,900
01191224	Contingency Subrogation	100,000	0	100,000	100,000
01191299	Contingency Fed/State Programs	450,000	0	450,000	0
01191301	Insurance and Reserve	0	0	0	75,400
01191308	Judgments and Losses	0	0	0	6,500
01191309	Contingency Account	50,000	0	50,000	0
01191315	Pay Plan Improvements	2,388,900	0	1,274,400	347,100
01191326	Property Tax Relief	135,400	135,400	135,400	357,700
01191408	Budget Adjustment Savings	-2,264,700	0	-2,264,700	0
01191499	USD Gen. Revenue – MDHA	1,241,800	660,304	1,091,700	843,400
01191566	Utility Increase – USD	386,800	386,800	255,900	538,400
	Total USD General Fund	\$27,606,600	\$22,176,962	\$24,578,000	\$25,522,200

# 50110 Employee Safety and Risk Management Program-At a Glance

<b>Mission</b>	To protect lives and resources. This fund provides for the payment of self insured losses, commercial insurance and implementation of a new centralized safety program.			
<b>Budget Summary</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	
	<b>Expenditures and Transfers:</b>			
	Special Purpose Fund	\$17,597,100	\$19,097,400	\$0
	<b>Total Expenditures &amp; Transfers</b>	<b>\$17,597,100</b>	<b>\$19,097,400</b>	<b>\$0</b>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Other Governments and Agencies	\$ 0	\$ 0	\$0
	Other Program Revenue	17,597,100	19,097,400	0
	<b>Total Program Revenue</b>	<b>\$17,597,100</b>	<b>\$19,097,400</b>	<b>\$0</b>
	Non-program Revenue	0	0	0
Transfers From Other Funds and Units	0	0	0	
<b>Total Revenues</b>	<b>\$17,597,100</b>	<b>\$19,097,400</b>	<b>\$0</b>	
<b>Positions</b>	Total Budgeted Positions	6	0	
<b>Contacts</b>	Director of Law: Sue Cain e-mail: sue.cain@nashville.gov			

**Note:** The Employee Safety and Risk Management Program, formerly managed by the Law Department, has been eliminated.

# 50110 Employee Safety and Risk Management Program - Financial

## Safety & Risk Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	736,900	450,880	747,200	0
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	1,200	927	700	0
Travel, Tuition, and Dues	13,800	5,183	13,400	0
Communications	34,500	3,544	27,600	0
Repairs and Maintenance Services	800	0	800	0
Internal Service Fees	81,800	66,249	85,700	0
<b>TOTAL OTHER SERVICES</b>	<b>132,100</b>	<b>75,903</b>	<b>128,200</b>	<b>0</b>
Other Expense	5,910,800	240,792	2,106,100	0
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>6,779,800</b>	<b>767,575</b>	<b>2,981,500</b>	<b>0</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>10,817,300</b>	<b>10,817,300</b>	<b>16,115,900</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>17,597,100</b>	<b>11,584,875</b>	<b>19,097,400</b>	<b>0</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	241,522	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	17,597,100	11,596,900	19,097,400	0
<b>TOTAL PROGRAM REVENUE</b>	<b>17,597,100</b>	<b>11,838,422</b>	<b>19,097,400</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>17,597,100</b>	<b>11,838,422</b>	<b>19,097,400</b>	<b>0</b>



# 90 General Obligation Debt Service Funds – At a Glance

## Budget Highlights FY 2009

The recommended budget services outstanding debt issues in addition to projects recommended in the FY 2008 capital plan based on the current tax rate. Currently, Metro has approximately \$601,549,499 in unissued general obligation bonds authorized for capital plans in Fiscal Years 2000 through 2008. The current budget reflects the continued funding of these outstanding authorizations at historical spending levels.

## Overview

**Debt Financing:** Periodically, Metro borrows money to undertake selected capital improvements that are included in the Capital Plan by issuing (or selling) bonds and notes, which are written promises to repay the debt at certain times and with certain interest to bondholders/investors. The specific improvements to be financed are listed in the legislation that authorizes the debt. The proceeds from the sale of the debt are used to pay for those improvements.

Debt service is the process of repaying those bonds and notes, and their interest, over time to bondholders/investors. A small portion of the principal is repaid each year between issuance and maturity. This approximately matches the maturity dates of bonds to the lives of the projects they fund, and keeps Metro from having to make a big payment at one time to make a capital improvement.

Metro does not issue long-term notes and bonds to finance operating expenditures or deficits.

**Types of debt:** Debt generally falls into the following categories:

- General obligation (GO) debt is payable from taxes, and is backed by the full faith, credit, and taxing power of the government. There is no legal limit to Metro's use of general obligation debt, although issuance requires passage of a Council ordinance. Only general obligation debt is repaid from the three debt service funds (25104, 20115, and 28315).
- Revenue debt is often used to finance projects that will generate revenue. Part of the revenue generated by a project is used to service the debt on the project. It is accounted for through the enterprise or internal service fund that develops the capital project and receives its revenues.
- Limited obligation revenue debt is a newer hybrid form that normally operates as revenue debt, but is backed by certain non-property-tax revenues (defined in the bond covenants) in the event that there are not sufficient revenues to service the debts.

Interest earned by our bondholders/investors is generally held to be exempt from federal and Tennessee taxation as income.

**Structure:** Metro's outstanding debt takes three forms:

- Bonds - Long-term debt that usually matures over a period of 20-30 years.
- Notes - Shorter-term debt that is issued for three years, renewable for an additional two terms of three years each. The usual total maturity is 3 to 5 years.
- Commercial paper – Short-term GO obligations with flexible maturities ranging from 2 to 270 days, is issued as cash is needed in blocks of \$100,000 plus \$1,000 increments. Interest rates are usually lower

than bond interest rates. The state is assisting Metro in administering the program.

Notes and commercial paper often provide temporary financing and are retired by issuing longer-term bonds.

Many bonds have "call" provisions that allow Metro to redeem the debt before its scheduled maturity. This is most often done when the debt being called is refunded by issuing new debt for the same period of time but at lower interest rates. The lower interest costs save Metro money over the remaining life of the bond issue.

**Legal Limitations:** There is no legal debt margin limitation on GSD debt. Section 7.08 of the Charter limits the USD total net bonded indebtedness payable from USD ad valorem taxes, after deduction of sinking funds for the payment of principal, to 15% of the USD assessed valuation of taxable property. At June 30, 2007, the taxable property was valued at \$10.964 billion, so the 15% limit was \$1.645 billion. With only \$128.4 million of applicable debt (1.15% of valuation), the margin was \$1.519 billion.

**Bond Ratings:** Metro holds excellent investment-grade ratings from all three independent rating agencies (Moody's Aa2, Standard & Poor's AA, and Fitch AA). These ratings are based on both the city's financial health and available reserves for paying off debt. Each agency has its own rating system; ratings of the three agencies cannot necessarily be compared to each other. For explanations of the ratings, visit each agency's web site.

Some bonds' scheduled payment of principal and interest is privately insured by Ambac Assurance Corporation, the Financial Guaranty Insurance Company (FGIC), MBIA Insurance or Financial Security Assurance, Inc. (FSA).

**Debt Policies:** The following guidelines are used in managing debt service funds:

- USD general obligation debt is subject to the legal limitation noted above.
- Debt is not issued above the capacity provided by current revenue sources (including property taxes at the current rate) plus anticipated normal growth; debt is not issued in anticipation of a not-yet-approved property tax increase.
- When planning future debt capacity, normal revenue growth is projected conservatively.
- The financing of an improvement will not exceed its useful life. In a multi-purpose bond package, the package maturities will reflect the mix of project lives funded by the package; the average life of the bonds cannot exceed the average life of the projects.
- General obligation issues are sold by bid in public offering; the sale is awarded to the bidder with the lowest true interest cost.
- Bond issues may be considered for refunding when lower interest rates on the new bonds will result in a 3% or better net present value savings over the old bonds. The term of the refunding bonds will not exceed the terms of the bonds being refunded.



# 90 General Obligation Debt Service Funds – At a Glance

**Revenue Sources:** Revenues for all three funds are detailed in the budget ordinance. The GSD and USD Debt Service Funds (funds 20115 & 28315) are funded primarily by a dedicated portion of the property tax levies. The GSD Debt Service Fund also receives \$3.2 million from the GSD General Fund (fund 10101) for stadium debt, and the Schools Debt Service Fund (fund 25104) receives substantial schools-related sales taxes.

**Capital Expenditures and the Budget:** The discussion of Capital Improvements in Section A of this book describes how these funds relate to the operating budget.

**Recent Bond Issues:** The Recent Bond Issues table summarizes recent bond issues. Note that only the general obligation issues are serviced through the GSD, USD, and Schools Debt Service funds; the revenue issues are serviced through non-tax sources. Future debt service requirements are listed on the next page.

**Comparative Debt Statistics:** The Comparable Debt Statistics table uses standard indicators to measure debt burden levels and trends.

Fiscal Year	Net Debt to Assessed Valuation		Net Debt Per Capita	Debt Service to Total Expenditures
	GSD+USD	USD only		
1996	7.84%	0.93%	1,175.31	7.8%
1997	8.36%	0.82%	1,276.11	8.1%
1998	7.40%	0.57%	1,463.21	8.3%
1999	8.26%	0.48%	1,661.54	8.5%
2000	7.55%	0.39%	1,551.82	9.2%
2001	8.89%	0.60%	1,758.64	9.4%
2002	7.50%	1.08%	1,721.58	10.0%
2003	6.94%	0.94%	1,634.61	9.8%
2004	7.49%	1.06%	1,730.99	9.4%
2005	8.46%	1.10%	1,992.91	9.8%
2006	9.76%	1.16%	2,629.23	10.0%
2007	8.97%	1.15%	2,475.02	10.0%

Source: Comprehensive Annual Financial Reports for each year

# 90 General Obligation Debt Service Funds – At a Glance

Recent Bond Issues						
Issue	Date Issued	Amount & interest rate	Ma-turity	Ratings *	Fun d*	Comments *
Water & Sewer Revenue Refunding Bonds, Series 1996	5/15/96	\$74,725,000 4.200-6.000%	1998 to 2014	(I) M: Aaa S: AAA	--	Not a general obligation debt, but included in this table for completeness. MBIA insured.
GO Refunding Bonds, Series 1996	12/1/96	\$34,305,000 3.500-6.000%	1997 to 2010	M: Aa S: AA	G U	Advance refund of GO MP Impv. Bonds of 1990 maturing on and after 12/1/2000.
GO Refunding Bonds, Series 1997	8/1/97	\$136,000,000 4.000-5.125%	1998 to 2025	M: Aa S: AA	S G	Advance refund of GO MP Improvement Bonds of 1994 with certain maturities.
Water & Sewer Revenue Refunding Bonds, Series 1998A	2/1/98	\$156,315,000 4.000-5.000%	1999 to 2022	(I) M: Aaa S: AAA	--	Non-GO. Advance refund of W&S Revenue Bonds of 1992 maturing in 2005-2022.
Water & Sewer Revenue Refunding Bonds, Series 1998B	2/15/98	\$55,000,000 3.600-5.250%	1999 to 2014	(I) M: Aaa S: AAA	--	Water system extensions & improvements. Non-GO.
Sports Authority Taxable Public Facility Revenue Bonds, Series 1998	6/1/98	\$20,700,000 5.910-6.600%	1999 to 2019	M: Aaa	--	Non-GO. Interest is not federal income tax-exempt.
GO Public Improvement and Refunding Bonds, Series 1999	5/15/99	\$187,500,000 4.000-5.250%	1999 to 2029	<u>1999-2019</u> M: Aa2 S: AA <u>2024&amp;29 (I)</u> M: Aa S: AAA	S G	Libraries, streets, drainage, arts, parks, safety, courtrooms, and animal control. Also advance refund of GO MP Improvement Bonds of 1977 (\$3,300,000) & of 1979 (\$3,915,000).
GO Multi-Purpose Improvement Bonds, Series 2001A GO Multi-Purpose Refunding Bonds, Series 2001B	2/15/01	\$262,155,000 5.000-5.500%  \$73,745,000 5.000-5.500%	2001 to 2020	M: Aa2 S: AA F: AA+ <u>2014-18 (I)</u> M: Aaa S, F: AAA	S G U	Various projects in the GSD, the USD, and for schools; and to refund various prior bond issues from Series 1994, 1995, 1996, 1996A, and 1997A.
Special Limited Obligation Correctional Facilities Revenue Refunding Bonds, Series 2002	2/01/02	\$16,265,000 3.750-5.000%	2002 to 2011	M: Aa3 S: A+	--	Non-GO. Advance refund of outstanding balance of 1991 Correctional Facility bonds.
GO Energy Production Facility Refunding Bonds, Series 2002A	4/01/02	\$31,065,000 2.000-5.250%	2002 to 2014	M: Aa2 S: AA F: AA+	U	Advance refund of outstanding Energy Production Facility Revenue Bonds Series 1997A, 1997B, and 1994 related to the former Nashville Thermal Transfer Corporation. Interest on the 2002 Series B bonds is not federal income tax-exempt.
GO Energy Production Facility Refunding Bonds, Series 2002B	4/01/02	\$27,000,000 3.000-6.000%	2002 to 2012	M: Aa2 S: AA F: AA+	U	Advance refund of outstanding Energy Production Facility Revenue Bonds Series 1997A, 1997B, and 1994 related to the former Nashville Thermal Transfer Corporation. Interest on the 2002 Series B bonds is not federal income tax-exempt.
District Energy System Revenue Bonds 2002 Series A	10/24/02	\$66,700,000 3.000-5.250%	2005 to 2033	M: Aaa S: AAA F: AAA	--	Non-GO. Construction of steam & chilled water generating facilities & improvements to an existing energy distribution system. Ambac-insured.
GO Multi-Purpose Refunding Bonds, Series 2002	10/31/02	\$108,690,000 3.000-5.000%	2003 to 2024	<u>2003-2021</u> M: Aa2 S: AA F: AA+ <u>2022-2024</u> M: Aaa S, F: AAA	S G U	Advance refund portions of outstanding bonds: GO MP Series 1994, GO MP Series 1995, GO MP Series 1996, and GO MP Series 2001A. Bonds maturing on or after 11/15/2022 are FSA-insured.
Water and Sewer Revenue Refunding Bonds, Series 2002	11/19/02	\$30,255,000 3.000-5.125%	2004, 2014 to 2016	M: Aaa S: AAA F: AAA	--	Non-GO revenue bonds to refund portions of outstanding Water & Sewer Revenue Bonds, Series 1992, and Water & Sewer Revenue Refunding Bonds, Series 1993. FSA-insured.
GO Tax Anticipation Notes (TAN) commercial paper	Summer 2003	Up to \$200,000,000 Market rates	Up to 270 days after issue	M: P-1 S: A-1+	G U S	Commercial paper to fund the 2002 and future Capital Plans in anticipation of issuing long-term bonds later. This paper will be issued as needed to replace internal financing for projects.

# 90 General Obligation Debt Service Funds – At a Glance

Recent Bond Issues						
Issue	Date Issued	Amount & interest rate	Ma-turity	Ratings *	Fund*	Comments *
GO Multi-Purpose Bonds, Series 2003	12/2/03	\$122,100,000 2.000-5.000%	2005 to 2023	<u>2005-2021</u> M: Aa2 S: AA F: AA+ <u>2022-2023</u> M: Aaa S, F: AAA	G U S	Finance the retirement of a portion of the GO TAN commercial paper. Bonds maturing in 2022-2023 are FGIC-Insured.
GO Multi-Purpose Bonds, Series 2004	12/15/04	\$65,755,000 4.000-5.250%	2007 to 2024	M: Aa2 S: AA F: AA+	G U S	Finance the retirement of a portion of the GO TAN commercial paper.
2004-05 Capital Plan funding authorized in July 2004 but unissued	Not issued	Approximately \$142,016,000 authorized	Un-known	Unknown	G U S	Authorized financing for the Capital Plan, to be issued as bonds or bond anticipation notes
General Obligation Public Improvement Refunding Bonds, Series 2004	09/01/04	\$51,340,000 3.000-5.000%	2004 to 2017	M: Aa2 S: AA F: AA+	G U S	Advance refund portions of outstanding GO MP Improvement Bonds, Series 1996A
General Obligation Multi-Purpose Bonds, Series 2005A	05/05/05	\$150,275,000 4.250-5.000%	2005 to 2025	M: Aa2 S: AA F: AA+	G U S	Finance the retirement of a portion of the General Obligation Bond Anticipation Notes (commercial paper). Bonds maturing in 2016-2025 are MBIA-Insured.
General Obligation Multi-Purpose Refunding Bonds, Series 2005B	05/05/05	\$190,460,000 4.000-5.000%	2005 to 2025	M: Aa2 S: AA F: AA+	G U S	Advance refund portions of outstanding bonds: GO MP Series 1997A, GO MP Series 1999, Gen. Improvement and Refunding, Series 2001A B, and GO MP Series 2003.
General Obligation Bonds, Series 2005C	11/01/05	\$214,000,000 3.625-5.000%	2005 to 2026	M: Aa2 S: AA F: AA+	G U S	Finance the retirement of a portion of the General Obligation Anticipation Notes (Commercial Paper), and general government projects.
General Obligation Refunding Bonds, Series 2006A	05/11/06	\$60,805,000 3.60%	2006 to 2026	M: Aa2/VMIG1 S: AA/A-1 F: AA+/F1+	G	Current Refund of outstanding general obligation public improvement bonds, Series 1996 held in interest rate hedging agreement.
General Obligation Bonds, Series 2006B	06/23/06	\$203,315,000 4.00-5.00%	2006 to 2006	M: Aa S: AA F: AA+	G U S	Finance the retirement of a portion of the General Obligation Anticipation Notes (Commercial Paper), and general government projects.
General Obligation Refunding Bonds, Series 2007A	04/24/07	\$186,890,000 4.00%-5.00%	2008 to 2028	M: Aa2 S: AA F: AA	G U S	Current and Advance refund portions of outstanding bonds: GO Bonds Series 2003, GO MP & Refunding Series 1999, Series 1997A and GO Refunding Series 1997
<p>* <b>Ratings:</b> M = Moody's, S = Standard &amp; Poor's, F = Fitch, I = Insured (see text). Maturity dates are <u>underlined</u>.  <b>Fund:</b> This code shows the debt service fund(s) used to repay this issue. G = GSD, U = USD, S = Schools.  <b>Comments:</b> Non-GO = Not a general obligation debt, but included in this table for completeness.</p>						

# 90 General Obligation Debt Service Funds – At a Glance

## Bonds and Notes Payable at June 30, 2007

Description	Interest Rate	Date of Issue	Date of Final Maturity	Amount of Issue	Principal Amount Outstanding June 30, 2006	Interest to Maturity as of June 30, 2006
<b>GSD GENERAL OBLIGATION BONDS PAYABLE</b>						
<u>For General Purposes:</u>						
GSD G.O. Refunding Bonds of 1993	5.25	May 15, 1993	May 15, 2008	193,128,625	2,088,132	109,626
GSD G.O. Refunding Bonds of 1996	5.50 - 6.00	Dec. 1, 1996	Dec. 1, 2010	28,671,142	12,248,232	1,487,861
GSD G.O. Refunding Bonds, Series 1997	4.750 - 5.125	Sept. 15, 1997	May 15, 2025	64,596,180	512,160	37,292
GSD G.O. Public Improvement and Refunding Bonds of 1999	5.00 - 5.25	May 15, 1999	Nov. 15, 2029	133,288,342	15,672,580	1,596,579
GSD G.O. Multi-purpose Improvement Bonds, Series 2001A	5.00 - 5.50	Feb. 15, 2001	Oct. 15, 2020	62,065,000	40,960,000	5,394,006
GSD G.O. Multi-purpose Refunding Bonds, Series 2001B	5.00 - 5.50	Feb. 15, 2001	Oct. 15, 2016	43,633,148	37,442,557	8,671,460
GSD G.O. Multi-purpose Refunding Bonds, Series 2002	3.00 - 5.00	Nov. 15, 2002	Nov. 15, 2024	41,749,303	34,228,707	18,628,929
GSD G.O. Multi-purpose Bonds, Series 2003	4.00 - 5.00	Oct. 1, 2003	Apr. 1, 2024	59,543,042	36,813,302	16,641,668
GSD G.O. Multi-purpose Bonds, Series 2004	5.00 - 5.25	July 15, 2004	Jun. 1, 2024	33,825,000	32,615,000	16,780,538
GSD G.O. Public Improvement and Refunding Bonds, Series 2004	3.00 - 5.00	Sept. 1, 2004	Nov. 14, 2016	48,367,055	44,028,733	11,951,261
GSD G.O. Multi-purpose Bonds, Series 2005A	4.25 - 5.25	May 1, 2005	Jan. 1, 2025	49,817,419	45,923,803	24,064,351
GSD G.O. Multi-purpose Refunding Bonds, Series 2005B	4.125 - 5.000	May 1, 2005	Jan. 1, 2020	107,433,445	101,919,524	42,396,953
GSD G.O. Multi-purpose Bonds, Series 2005C	3.625 - 5.00	Nov. 1, 2005	Feb. 1, 2026	150,292,131	145,695,580	81,684,989
GSD G.O. Refunding Bonds, Series 2006A	3.60	May 15, 2006	May 15, 2026	60,805,000	60,765,000	38,128,590
GSD G.O. Bonds, Series 2006B	4.00 - 5.00	Jun.15, 2006	Feb. 1, 2026	113,783,394	113,783,394	63,248,328
GSD G.O. Refunding Bonds, Series 2007A	4.00 - 5.00	April 15, 2007	May 15, 2030	125,908,003	125,908,003	93,282,632
Total General Obligation Bonds Payable For General Purposes				1,316,906,230	850,604,708	424,105,062
<u>For School Purposes:</u>						
GSD G.O. Refunding Bonds of 1993	5.25	May 15, 1993	May 15, 2008	81,490,821	2,547,857	133,784
GSD G.O. Refunding Bonds, Series 1997	4.750 - 5.125	Sept. 15, 1997	May 15, 2025	46,393,820	367,840	26,783
GSD G.O. Public Improvement and Refunding Bonds of 1999	5.00 - 5.25	May 15, 1999	Nov. 15, 2019	53,474,949	9,497,420	969,140
GSD G.O. Multi-purpose Improvement Bonds, Series 2001A	5.00 - 5.50	May. 15, 1999	Oct. 15, 2020	176,640,000	60,165,000	7,279,000
GSD G.O. Multi-purpose Refunding Bonds, Series 2001B	5.00 - 5.50	Feb. 15, 2001	Oct. 15, 2016	30,111,852	25,682,443	6,102,378
GSD G.O. Multi-purpose Refunding Bonds, Series 2002	3.00 - 5.00	Feb. 15, 2001	Nov. 15, 2024	60,984,934	55,555,530	25,930,239
GSD G.O. Multi-purpose Bonds, Series 2003	4.00 - 5.00	Oct. 1, 2003	Apr. 1, 2024	41,515,465	25,667,506	11,603,145
GSD G.O. Multi-purpose Bonds, Series 2004	5.00 - 5.25	July 15, 2004	Jun. 1, 2024	26,170,000	25,240,000	12,916,375
GSD G.O. Public Improvement and Refunding Bonds, Series 2004	3.00 - 5.00	Jul. 15, 2004	Nov. 15, 2016	2,972,945	2,706,284	734,600
GSD G.O. Multi-purpose Bonds, Series 2005A	4.25 - 5.25	Sept. 1, 2004	Jan. 1, 2025	79,503,345	73,289,546	38,404,166
GSD G.O. Multi-purpose Refunding Bonds, Series 2005B	4.125 - 5.000	May 1, 2005	Jan. 1, 2020	77,018,422	73,729,089	29,095,929
GSD G.O. Multi-purpose Bonds, Series 2005C	3.625 - 5.00	Nov. 1, 2005	Feb. 1, 2026	43,740,078	42,402,327	23,773,086
GSD G.O. Bonds, Series 2006B	4.00 - 5.00	Jun.15, 2006	Feb. 1, 2026	69,160,188	69,160,188	38,443,801
GSD G.O. Refunding Bonds, Series 2007A	4.00 - 5.00	April 15, 2007	May 15, 2030	58,421,307	58,421,307	39,407,526
Total General Obligation Bonds Payable for School Purposes				847,598,125	524,432,336	234,819,953
Total General Obligation Bonds Payable-General Services Dist.				2,164,504,355	1,375,037,044	658,925,015
<b>LIMITED OBLIGATION REVENUE BONDS PAYABLE</b>						
Correctional Facility Revenue Bonds	4.00 - 5.00	Feb. 1, 2002	Sept. 1, 2011	16,265,000	9,005,000	1,161,725
Total Bonds Payable - General Services District				2,180,769,355	1,384,042,044	660,086,740
<b>GENERAL OBLIGATION BONDS PAYABLE</b>						
USD G.O. Refunding Bonds of 1993	5.25	15-May-93	May 15, 2008	45,480,554	343,620	18,040
USD G.O. Refunding Bonds of 1996	5.50 - 6.00	Dec. 1, 1996	Dec. 1, 2010	5,633,858	2,406,768	292,364
USD G.O. Multi-purpose Improvement Bonds, Series 2001A	5.00 - 5.50	Feb. 15, 2001	Oct. 15, 2016	23,450,000	12,240,000	1,497,288
USD G.O. (Tax Exempt) Thermal Refunding Bonds, 2002	4.00 - 5.25	Apr. 1, 2002	July 1, 2014	31,065,000	20,250,000	3,868,181
USD G.O. (Taxable) Thermal Refunding Bonds, 2002	5.450 - 6.00	Apr. 1, 2002	July 1, 2012	27,000,000	7,690,000	784,723
USD G.O. Multi-purpose Refunding Bonds, Series 2002	3.00 - 5.00	Nov. 15, 2002	Nov. 15, 2024	5,955,763	5,955,764	1,839,357

# 90 General Obligation Debt Service Funds – At a Glance

## Bonds and Notes Payable at June 30, 2007

Description	Interest Rate	Date of Issue	Date of Final Maturity	Amount of Issue	Principal Amount Outstanding June 30, 2006	Interest to Maturity as of June 30, 2006
<b>USD GENERAL OBLIGATION BONDS PAYABLE (Continued)</b>						
USD G.O. Multi-purpose Bonds, Series 2003	4.00 - 5.00	Oct. 1, 2003	Apr. 1, 2024	21,041,493	13,009,192	5,880,881
USD G.O. Multi-purpose Bonds, Series 2004	4.25 - 5.25	July 15, 2004	Jun. 1, 2024	5,760,000	5,560,000	2,868,138
USD G.O. Multi-purpose Bonds, Series 2005A	4.25 - 5.25	May 1, 2005	Jan. 1, 2025	13,979,236	12,886,651	6,752,683
USD G.O. Multi-purpose Refunding Bonds, Series 2005B	4.125 - 5.00	May 1, 2005	Jan. 1, 2020	6,008,527	5,721,761	2,328,884
USD G.O. Multi-purpose Bonds, Series 2005C	3.625 - 5.00	Nov. 1, 2005	Feb. 1, 2026	19,967,790	19,357,093	10,852,655
USD G.O. Bonds, Series 2006B	4.00 - 5.00	Jun.15, 2006	Feb. 1, 2026	20,371,418	20,371,418	11,323,780
USD G.O. Refunding Bonds, Series 2007A	4.00 - 5.00	April 15, 2007	May 15, 2030	2,560,691	2,560,691	1,843,323
Total General Obligation Bonds Payable (governmental activities)				228,274,331	128,352,956	50,150,295
USD G.O. Multi-purpose Bonds, Series 2005A (DES)				7,695,000	7,435,000	3,897,950
Total General Obligation Bonds Payable - Urban Services District				235,969,331	135,787,956	54,048,245
<b>REVENUE BONDS PAYABLE</b>						
Dept of Water and Sewerage Rev. Refunding Bonds of 1986	7.20 - 7.70	Oct. 1, 1986	Jan. 1, 2016	339,866,665	135,615,000	44,661,925
Dept of Water and Sewerage Revenue Bonds of 1993	5.10 - 6.50	Aug. 1, 1993	Jan. 1, 2013	157,475,000	48,075,000	9,862,645
Dept of Water and Sewerage Rev. Refunding Bonds of 1996	5.25 - 6.00	May 15, 1996	Jan. 1, 2014	74,725,000	31,180,000	8,775,588
Dept of Water and Sewerage Rev. Refunding Bonds of 1998A	4.625 - 5.00	Feb. 1, 1998	Jan. 1, 2022	156,315,000	141,250,000	68,846,513
Dept of Water and Sewerage Revenue Bonds of 1998B	4.45 - 5.25	Feb. 15, 1998	Jan. 1, 2014	55,000,000	25,315,000	6,599,770
Dept of Water and Sewerage Rev. Refunding Bonds of 2002	5.125	Dec. 1, 2002	Jan. 1, 2016	30,255,000	27,825,000	10,915,994
Total Revenue Bonds Payable - Department of Water and Sewerage				813,636,665	409,260,000	149,662,434
District Energy System Revenue Bonds, Series 2002A	3.00 - 5.00	Oct. 1, 2002	Oct. 1, 2033	66,700,000	64,305,000	52,270,122
Total Revenue Bonds Payable - Urban Services District				880,336,665	473,565,000	201,932,556
Total Bonds Payable - Urban Services District				1,116,305,996	609,352,956	255,980,801

# 90 General Obligation Debt Service Funds – At a Glance

## Future Annual Debt Service Requirements for Debt Outstanding at 6/30/2007

### General Obligation Debt (Debt Service Funds)

Fiscal Year	GSD Debt Service			GSD School Debt Service			USD Debt Service		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2008	46,587,363	42,335,945	88,923,308	33,158,115	24,533,009	57,691,124	13,294,522	6,353,043	19,647,565
2009	43,699,844	39,641,950	83,341,794	30,550,745	23,210,314	53,761,059	9,579,411	5,784,626	15,364,037
2010	44,330,543	37,406,302	81,736,845	29,602,800	21,787,558	51,390,358	10,036,657	5,312,914	15,349,571
2011	44,899,569	35,222,469	80,122,038	29,885,032	20,323,016	50,208,048	9,930,399	4,834,532	14,764,931
2012	40,526,153	33,242,463	73,768,616	29,435,568	18,969,655	48,405,223	9,583,279	4,364,200	13,947,478
2013	40,856,653	31,223,767	72,080,420	29,986,548	17,525,470	47,512,018	9,341,799	3,912,448	13,254,247
2014	42,614,347	29,188,430	71,802,777	29,971,919	16,082,957	46,054,876	8,033,734	3,475,277	11,509,011
2015	44,721,343	27,048,365	71,769,708	30,459,223	14,602,651	45,061,874	8,194,434	3,070,829	11,265,262
2016	54,457,796	24,720,409	79,178,205	32,225,493	13,141,592	45,367,085	4,276,711	2,766,056	7,042,767
2017	52,933,581	22,033,840	74,967,421	29,952,019	11,585,497	41,537,516	5,279,400	2,555,183	7,834,583
2018	41,961,943	19,735,024	61,696,967	24,518,107	10,273,214	34,791,321	5,454,950	2,310,488	7,765,438
2019	41,522,055	17,434,145	58,956,200	26,405,738	9,310,992	35,716,730	4,552,207	2,051,261	6,603,468
2020	35,723,015	15,177,552	50,900,567	19,080,888	8,122,507	27,203,395	4,211,097	1,822,323	6,033,420
2021	41,272,781	13,329,550	54,602,331	23,476,339	7,128,200	30,604,539	5,575,880	1,617,525	7,193,404
2022	43,017,820	11,278,539	54,296,359	24,926,774	5,960,715	30,887,489	5,995,406	1,345,186	7,340,591
2023	45,203,225	9,113,147	54,316,372	26,184,147	4,716,225	30,900,372	6,292,628	1,047,531	7,340,159
2024	46,819,449	6,841,695	53,661,144	27,029,291	3,413,398	30,442,689	6,376,260	735,108	7,111,368
2025	42,179,824	4,499,065	46,678,889	23,309,229	2,076,654	25,385,883	4,745,947	421,472	5,167,419
2026	29,971,561	2,483,277	32,454,838	10,917,190	1,052,377	11,969,567	3,111,249	194,756	3,306,005
2027	14,134,431	1,053,496	15,187,927	7,941,787	537,827	8,479,614	1,663,782	51,793	1,715,575
2028	5,738,912	590,349	6,329,261	2,807,364	288,787	3,096,151	118,724	12,213	130,937
2029	3,635,737	334,444	3,970,181	1,276,029	117,380	1,393,409	68,234	6,277	74,511
2030	3,796,763	170,836	3,967,599	1,331,991	59,958	1,391,949	71,248	3,206	74,454
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
Total	850,604,708	424,105,062	1,274,709,770	524,432,336	234,819,953	759,252,289	135,787,956	54,048,245	189,836,201

# 90 General Obligation Debt Service Funds – At a Glance

## Future Annual Debt Service Requirements for Debt Outstanding at 6/30/2007

Revenue Debt (memorandum only)

Fiscal Year	Water Service (USD)			District Energy System (USD)			Correction Facility Rev Bonds		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2008	28,770,000	23,580,971	52,350,971	1,255,000	3,090,319	4,345,319	1,630,000	401,350	2,031,350
2009	31,130,000	21,957,834	53,087,834	1,290,000	3,052,144	4,342,144	1,710,000	326,000	2,036,000
2010	33,310,000	19,769,774	53,079,774	1,330,000	3,012,844	4,342,844	1,795,000	238,375	2,033,375
2011	35,625,000	17,435,746	53,060,746	1,370,000	2,970,631	4,340,631	1,885,000	146,375	2,031,375
2012	38,015,000	15,000,464	53,015,464	1,250,000	2,917,544	4,167,544	1,985,000	49,625	2,034,625
2013	40,490,000	12,388,626	52,878,626	1,550,000	2,851,744	4,401,744	-	-	-
2014	42,185,000	10,269,619	52,454,619	1,545,000	2,777,178	4,322,178	-	-	-
2015	44,305,000	8,073,413	52,378,413	1,625,000	2,694,930	4,319,930	-	-	-
2016	27,005,000	5,702,938	32,707,938	1,710,000	2,607,388	4,317,388	-	-	-
2017	13,035,000	4,302,988	17,337,988	1,800,000	2,517,125	4,317,125	-	-	-
2018	13,710,000	3,651,238	17,361,238	1,890,000	2,422,138	4,312,138	-	-	-
2019	14,375,000	2,965,738	17,340,738	1,990,000	2,321,205	4,311,205	-	-	-
2020	15,020,000	2,246,988	17,266,988	2,090,000	2,215,025	4,305,025	-	-	-
2021	15,810,000	1,533,538	17,343,538	2,200,000	2,102,413	4,302,413	-	-	-
2022	16,475,000	782,559	17,257,559	2,315,000	1,984,119	4,299,119	-	-	-
2023	-	-	-	2,440,000	1,859,850	4,299,850	-	-	-
2024	-	-	-	2,150,000	1,747,750	3,897,750	-	-	-
2025	-	-	-	2,665,000	1,632,750	4,297,750	-	-	-
2026	-	-	-	2,795,000	1,496,250	4,291,250	-	-	-
2027	-	-	-	3,790,000	1,338,731	5,128,731	-	-	-
2028	-	-	-	3,110,000	1,179,169	4,289,169	-	-	-
2029	-	-	-	3,255,000	1,025,875	4,280,875	-	-	-
2030	-	-	-	3,420,000	859,000	4,279,000	-	-	-
2031	-	-	-	3,590,000	683,750	4,273,750	-	-	-
2032	-	-	-	3,770,000	499,750	4,269,750	-	-	-
2033	-	-	-	3,955,000	306,625	4,261,625	-	-	-
2034	-	-	-	4,155,000	103,875	4,258,875	-	-	-
2035	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>409,260,000</b>	<b>149,662,434</b>	<b>558,922,434</b>	<b>64,305,000</b>	<b>52,270,122</b>	<b>116,575,122</b>	<b>9,005,000</b>	<b>1,161,725</b>	<b>10,166,725</b>

# 90 General Obligation Debt Service Funds – At a Glance

## Highlights from the Metropolitan Government of Nashville and Davidson County's Debt Management Policy

The purpose of the Policy is to establish and document the objectives and practices for debt management for the Metropolitan Government and to assist all concerned parties in understanding the Metropolitan Government's approach to debt management.

### Policy Statement

In managing its debt, it is the Metropolitan Government's policy to:

- Achieve the lowest cost of capital
- Ensure high credit quality
- Assure access to the capital credit markets
- Preserve financial flexibility
- Manage interest rate risk exposure

### Goals & Objectives

Debt policies and procedures are tools that ensure that financial resources are adequate to meet the Metropolitan Government's long-term financing objectives. In addition, the Policy helps to ensure that financings undertaken by the Metropolitan Government satisfy certain clear objective standards which allow the Metropolitan Government to protect its financial resources in order to meet its short-term financing and long-term capital needs. The adoption of clear and comprehensive financial policies enhances the internal financial management of the Metropolitan Government.

### Issuance Process

The Metropolitan Government charter, which was approved by referendum on June 28, 1962, as amended, and Title 9, Chapter 21 of the Tennessee Code Annotated authorizes the Metropolitan Government to issue general obligation bonds subject to the adoption of a bond resolution by the Metropolitan Council. Other sections of the Tennessee Code Annotated and the Federal Tax Code may govern the issuance or structure of the Metropolitan Government's bonds.

The Metropolitan Government strongly prefers a competitive issuance process for all debt issuances. The Metropolitan Government will consider a negotiated issuance or private placement process only where it is clear that such process is in the best interests of the Metropolitan Government.

### Credit Quality and Credit Enhancement

The Metropolitan Government's debt management activities will be conducted to receive the highest credit ratings possible, consistent with the Metropolitan Government's financing objectives. The Director of Finance will be responsible for maintaining relationships and communicating with the rating agencies that assign ratings to the Metropolitan Government's debt. The Director of Finance will provide the rating agencies with periodic updates of the general financial condition of the Metropolitan Government. Full disclosure of operations and open lines of communication shall be maintained with the rating agencies. The Metropolitan Government,

together with the Financial Advisor, shall prepare presentations to the rating agencies to assist credit analysts in making an informed decision. The Director of Finance shall be responsible for determining whether or not a rating shall be requested on a particular financing, and which of the major rating agencies will be asked to provide such rating.

The Metropolitan Government will make an annual credit presentation to the Metropolitan Council, explaining the Metropolitan Government's current rating, rating agency views on the Metropolitan Government's performance and current items which may positively or adversely affect the Metropolitan Government's credit rating.

The Metropolitan Government will consider the use of credit enhancements on a case-by-case basis, evaluating the economic benefit versus cost for each case. Only when clearly demonstrable savings can be shown shall an enhancement be considered.

### Debt Affordability

It is the intent of the Metropolitan Government to promote the most efficient and cost-effective use of debt financing in order to facilitate long-term access to capital while ensuring that financial leveraging decisions do not negatively impact the Metropolitan Government's annual operations. To this end, the government will periodically review basic measures of debt affordability, including but not limited to, average life of new debt, percentage of principal paid within 10 years, per capita debt/per capita income, per capita debt/per capita assessed value, and debt service/general fund operating expenses.

### Bond Structure

The Metropolitan Government shall establish all terms and conditions relating to the issuance of bonds, and will invest all bond proceeds pursuant to the terms of the Metropolitan Government's Investment Policy. Unless otherwise authorized by the Metropolitan Government, the following shall serve as bond requirements:

1. **Term.** Capital improvements financed through the issuance of debt will be financed for a period not to exceed the useful life of the improvements with a maximum of twenty (20) years. In certain circumstances where the debt meets legal requirements and is in the best interest of the Metropolitan Government this period may be extended to a maximum of thirty (30) years.
2. **Capitalized Interest.** From time to time certain financings may require the use of capitalized interest from the issuance date until the Metropolitan Government has beneficial use and/or occupancy of the financed project. Interest shall not be funded (capitalized) beyond three (3) years or a shorter period if further restricted by statute. Interest earnings may, at the Metropolitan Government's discretion, be applied to extend the term of capitalized interest



# 90 General Obligation Debt Service Funds – At a Glance

but in no event beyond the term statutorily authorized or three years, whichever is shorter.

3. **Debt Service Structure.** Debt issuance shall be planned to achieve relatively level debt service for an individual bond issue, while still matching debt service to the useful life of the capital asset financed by the debt. The Metropolitan Government shall avoid the use of bullet or balloon maturities except in those instances where these maturities serve to make existing overall debt service level or match a specific income stream.
4. **Call Provisions.** In general, the Metropolitan Government's securities will include a call feature, which is no later than ten (10) years from the date of delivery of the bonds. The Metropolitan Government will avoid the sale of long-term non-callable bonds absent careful evaluation by the Metropolitan Government with respect to the value of the call option.
5. **Original Issuance Discount/Premium.** Bonds with original issuance discount/premium will be permitted.
6. **Deep Discount Bonds.** Deep discount bonds may provide a lower cost of borrowing in certain markets. The Metropolitan Government will carefully consider their value and effect on any future refinancing as a result of the lower-than-market coupon.
7. **Synthetic Debt.** The Metropolitan Government will consider the limited use of swaps, derivatives and other forms of synthetic debt as a hedge against future interest rate risk when appropriate and in accordance with state guidelines. The Metropolitan Government will not use structured products for speculative purposes. The Metropolitan Government will consider the use of structured products when it is able to gain a comparative borrowing advantage and is able to quantify and understand the potential risks or to achieve fixed and/or variable rate exposure targets.

## Types of Debt

When the Metropolitan Government determines that the use of debt is appropriate, the following criteria will be utilized to evaluate the type of debt to be issued.

## Structure

1. **General Obligation Bonds.** The Metropolitan Government may issue general obligation bonds supported by the full faith and credit of the Metropolitan Government. General obligation bonds shall be used to finance capital projects that do not have independent creditworthiness and significant ongoing revenue streams. The Metropolitan Government may also use its general obligation pledge to support other bond issues, if such support improves the economics

of the other bond issue and is used in accordance with these guidelines.

2. **Revenue Bonds.** The Metropolitan Government may issue revenue bonds, where repayment of the bonds will be made through revenues generated from other sources. Revenue bonds will typically be issued for capital projects which can be supported from project or enterprise-related revenues.

## Duration

1. **Long-Term Debt.** The Metropolitan Government may issue long-term debt where it is deemed that capital improvements should not be financed from current revenues or short-term borrowings. Long-term borrowing will not be used to finance current operations or normal maintenance. Long-term debt will be self-supporting and structured such that financial obligations do not exceed the expected useful life of the project.
2. **Short-Term Debt.** Short-term borrowing may be utilized for construction financing, the temporary funding of operational cash flow deficits or anticipated revenues (defined as an assured source with the anticipated amount based on conservative estimates) subject to the following policies:
  - a) *Bond Anticipation Notes (BANs)* in the form of Commercial Paper shall be used only for the purpose of providing financing for the cost of all or any of the public purposes for which Bonds have been authorized and for the payment of principal of outstanding commercial paper.
  - b) *Revenue Anticipation Notes (RANs) and Tax Anticipation Notes (TANs)* shall be issued only to meet cash flow needs consistent with a finding by bond counsel that the sizing of the issue fully conforms to Federal IRS and state requirements and limitations.
  - c) *Lines of Credit* shall be considered as an alternative to other short-term borrowing options. The lines of credit shall be structured to limit concerns as to the Internal Revenue Code.
  - d) *Other Short-Term Debt* may be used when it provides an interest rate advantage or as interim financing until market conditions are more favorable. The Metropolitan Government will determine and utilize the least costly method for short-term borrowing. The Metropolitan Government may issue short-term debt when there is a defined repayment source or amortization of principal.

# 90 General Obligation Debt Service Funds – At a Glance

## Refinancing Outstanding Debt

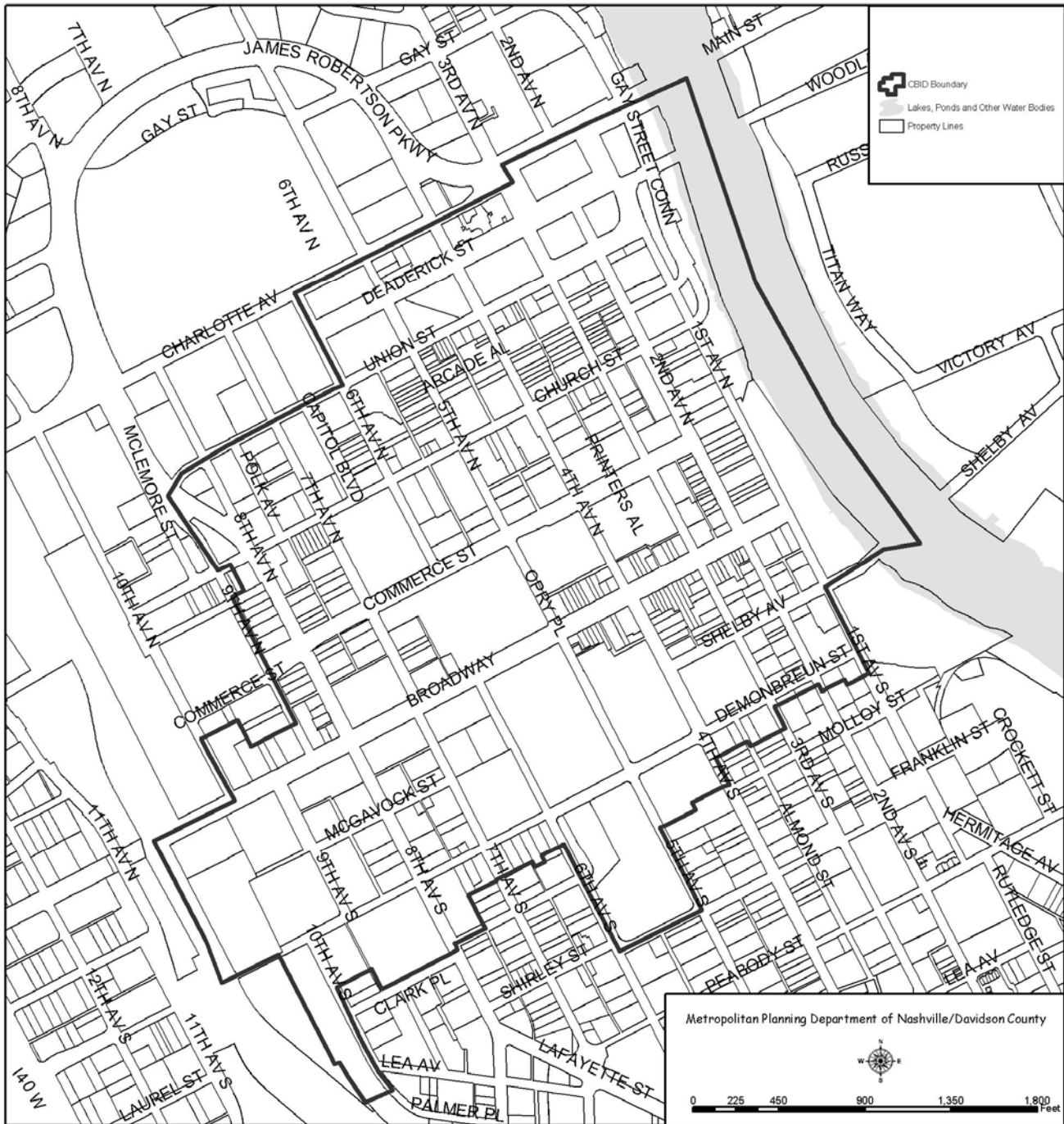
The Director of Finance for the Metropolitan Government, with assistance from the Metropolitan Government's Financial Advisor, shall have the responsibility to analyze outstanding bond issues for refunding opportunities. The Metropolitan Government will consider the following issues when analyzing possible refunding opportunities:

1. **Debt Service Savings.** The Metropolitan Government establishes a minimum present value savings threshold of 3.5% of the refunded bond principal amount. The present value savings will be net of all costs related to the refinancing. If present value savings is less than 3.5%, the Metropolitan Government may consider the option value captured as a percent of total savings. If the option value exceeds 70% and present value savings is less than 3.5%, the Metropolitan Government may opt to complete a refunding. The decision to take savings on an upfront or deferred basis must be explicitly approved by the Metropolitan Government.
2. **Restructuring.** The Metropolitan Government will refund debt when it is in the best financial interest of the Metropolitan Government to do so. Such refunding will be limited to restructuring to meet unanticipated revenue expectations, achieve cost savings, mitigate irregular debt service payments, release reserve funds or remove unduly restrictive bond covenants.
3. **Term of Refunding Issues.** The Metropolitan Government will refund bonds within the term of the originally issued debt. However, the Metropolitan Government may consider maturity extension, when necessary to achieve a desired outcome, provided that such extension is legally permissible. The Metropolitan Government may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful life of the financed facility and the concept of inter-generational equity should guide this decision.
4. **Escrow Structuring.** The Metropolitan Government shall utilize the least costly securities available in structuring refunding escrows. A certificate will be provided by a third party agent, who is not a broker-dealer stating that the securities were procured through an arms-length, competitive bid process (in the case of open market securities), that such securities were more cost effective than State and Local Government Obligations (SLGS), and that the price paid for the securities was reasonable within Federal guidelines. Under no circumstances shall an underwriter, agent or financial advisor sell escrow securities to the Metropolitan Government from its own account.
5. **Arbitrage.** The Metropolitan Government shall take all necessary steps to optimize escrows and to avoid negative arbitrage in its refunding.





# 30005 Central Business Improvement Dist-At a Glance



# 38005 Gulch Central Business Improvement Dist-At a Glance

<b>Mission</b>	To undertake and provide an enhanced level of programs and services not provided by the Metropolitan Government that will help make the Gulch a clean, safe and vibrant urban neighborhood in which to work, live, shop and be entertained.																	
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>														
	<b>Expenditures and Transfers:</b>																	
	Special Purpose Fund	\$0	\$75,000	\$350,000														
	<b>Total Expenditures and Transfers</b>	<u>\$0</u>	<u>\$75,000</u>	<u>\$350,000</u>														
	<b>Revenues and Transfers:</b>																	
	Program Revenue																	
	Charges, Commissions, and Fees	\$0	\$ 0	\$ 0														
	Other Governments and Agencies	0	0	0														
	Other Program Revenue	0	0	0														
	<b>Total Program Revenue</b>	<u>\$0</u>	<u>\$ 0</u>	<u>\$ 0</u>														
	Non-program Revenue	0	75,000	350,000														
	Transfers From Other Funds and Units	0	0	0														
	<b>Total Revenues</b>	<u>\$0</u>	<u>\$75,000</u>	<u>\$350,000</u>														
<b>Positions</b>	Total Budgeted Positions	0	0	0														
<b>Contacts</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Melody Telfor, Chair</td> <td style="width: 50%;">email: mctelfer@bellsouth.net</td> </tr> <tr> <td>Ashlyn Hines, Vice-Chair</td> <td>email: ashlyn@bristoldg.com</td> </tr> <tr> <td>Joseph N. Barker, Secretary</td> <td>email: jbarker@marketequities.com</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Melody Telfor</td> <td>Phone: 646-2468</td> </tr> <tr> <td>Ashlyn Hines</td> <td>Phone: 467.2640</td> </tr> <tr> <td>Joseph N. Barker</td> <td>Phone: 846-4912</td> </tr> </table>				Melody Telfor, Chair	email: mctelfer@bellsouth.net	Ashlyn Hines, Vice-Chair	email: ashlyn@bristoldg.com	Joseph N. Barker, Secretary	email: jbarker@marketequities.com	 		Melody Telfor	Phone: 646-2468	Ashlyn Hines	Phone: 467.2640	Joseph N. Barker	Phone: 846-4912
Melody Telfor, Chair	email: mctelfer@bellsouth.net																	
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Melody Telfor	Phone: 646-2468																	
Ashlyn Hines	Phone: 467.2640																	
Joseph N. Barker	Phone: 846-4912																	

This component unit's budget is presented here for information only, and is not subject to line-item modification by the Council.

## Overview

The Gulch Central Business Improvement District (GCBID) was established by Metro Ordinance under the authority of the state law to enhance the local business climate and help manage the area and ensure that it is clean, safe and vibrant and will bring more people to the Gulch area of downtown Nashville to work, live, shop and play.

The GCBID is a district management corporation chartered pursuant to the provisions of the Nonprofit Corporation Act of Tennessee for the purpose of administering within and for the GCBID district, the making of improvements within and for the district, and the provision of services and projects within and for the district.

The GCBID has the power to acquire, construct or to maintain parking facilities, public improvements, and child care facilities; and to provide services for the improvement and operation of the district, including promotion, advertising, health and sanitation, public

safety, elimination of problems related to traffic and parking, security services, recreation, cultural enhancements, aesthetic improvements, furnishing music in public places, design assistance, and activities in support of business or residential recruitment, retention, and management development.

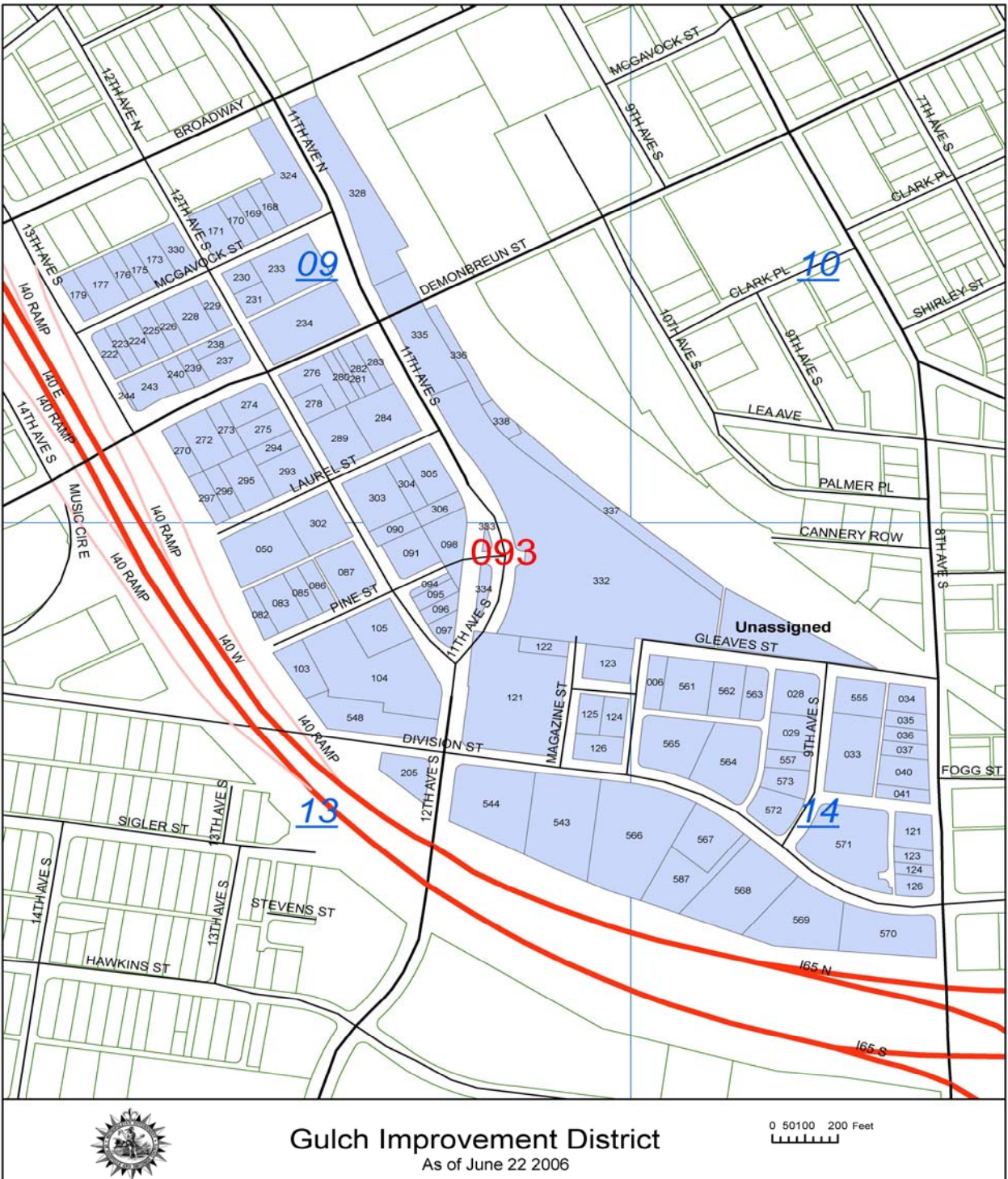
These services are provided to and in support of the Metropolitan Government, paid from revenues from the special assessment. These levels of service are in addition to, and not instead of, Urban Services District (USD) services.

The GCBID Board of Directors is elected by and from district property and business owners who pay the special assessment. The Board administers the GCBID's operations and services directly or by contract through the Nashville Downtown Partnership.

# 38005 Gulch Central Business Improvement Dist-At a Glance

The boundaries of the GCBID are set by law. The district includes all properties shown within the shaded area in the map. Those properties are assessed a levy based on real property values, initially set at \$0.15 per \$100 of assessed value. Resolution RS2008-433, approved September 19, 2008, increased the rate of assessment to \$0.91 per \$100 of assessed value.

Those funds are used to provide additional services within the GCBID. Ordinance No. BL2006-1123 established the GCBID beginning in 2006 and ending January 1, 2017. GCBID's annual budget is approved as part of the Metro Nashville Government's annual operating budget.



# 30008 Hotel Occupancy Tax Fund-At a Glance

<b>Mission</b>	Fund 30008 accounts for the receipt and distribution of the 5% Hotel Occupancy Privilege Tax used for tourist promotion, tourist-related activities, and the Convention Center debt service and operating subsidy.			
<b>Budget Summary</b>		<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>
	<b>Expenditures and Transfers:</b>			
	Hotel Occupancy Tax Fund	\$25,537,700	\$26,268,000	\$27,520,400
	<b>Total Expenditures and Transfers</b>	<u>\$25,537,700</u>	<u>\$26,268,000</u>	<u>\$27,520,400</u>
	<b>Revenues and Transfers:</b>			
	Program Revenue			
	Charges, Commissions, and Fees	\$ 0	\$ 0	\$ 0
	Other Governments and Agencies	0	0	0
	Other Program Revenue	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Program Revenue</b>	\$ 0	\$ 0	\$ 0
	Non-program Revenue	23,692,500	25,628,900	27,520,400
	Transfers From Other Funds and Units	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Revenues</b>	<u>\$23,692,500</u>	<u>\$25,628,900</u>	<u>\$27,520,400</u>
<b>Positions</b>	Total Budgeted Positions	0	0	0
<b>Contacts</b>	Director of Finance: Richard Riebeling      email: richard.riebeling@nashville.gov Financial Administrator: Greg McClarin      email: greg.mcclarin@nashville.gov			

## Budget Highlights:

Grant / Subsidy	FY 2009
Sommet Center Operating Subsidy	\$ 4,651,500
MTA Operating Subsidy	\$ 650,000
Municipal Auditorium Operating Subsidy	\$ 871,500
RTA Operating Subsidy	\$ 764,900
Sister Cities Grant	\$ 40,000
Farmer's Market Subsidy	\$ 258,000
Metro Arts Commission	\$ 100,000
Sports Council Grant	\$ 100,000
Adventure Science Center	\$ 100,000
Partnership 2010 Contribution	\$ 300,000
Country Music Hall of Fame	\$ 100,000
Opryland Tourist Development Zone (TDZ)	\$ 399,600



# 30008 Hotel Occupancy Tax Fund-Financial

## Hotel Motel Fund

	FY 2007 Budget	FY 2007 Actuals	FY 2008 Budget	FY 2009 Budget
<b>OPERATING EXPENSES:</b>				
Personal Services	0	0	0	0
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	0	0
Travel, Tuition, and Dues	0	0	0	0
Communications	8,541,400	9,821,000	8,541,400	10,741,700
Repairs and Maintenance Services	0	0	0	0
Internal Service Fees	0	0	0	0
<b>TOTAL OTHER SERVICES</b>	<b>8,541,400</b>	<b>9,821,000</b>	<b>8,541,400</b>	<b>10,741,700</b>
Other Expense	1,263,300	2,416,000	3,358,000	1,553,200
Pension, Annuity, Debt, & Other Costs	0	0	0	0
Special Projects	0	0	0	0
Equipment, Buildings & Land	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>9,804,700</b>	<b>12,237,000</b>	<b>11,899,400</b>	<b>12,294,900</b>
<b>TRANSFERS TO OTHER FUNDS &amp; UNITS</b>	<b>15,733,000</b>	<b>9,308,114</b>	<b>14,368,600</b>	<b>15,225,500</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>25,537,700</b>	<b>21,545,114</b>	<b>26,268,000</b>	<b>27,520,400</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other - Pass Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
<b>Subtotal Other Governments &amp; Agencies</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Program Revenue	0	150,795	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>150,795</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	23,692,500	25,206,411	25,628,900	27,520,400
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>23,692,500</b>	<b>25,206,411</b>	<b>25,628,900</b>	<b>27,520,400</b>
<b>Transfers From Other Funds and Units</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>23,692,500</b>	<b>25,357,206</b>	<b>25,628,900</b>	<b>27,520,400</b>



## Appendix 1: Financial Schedules

Appendix 1 presents financial information in different ways to facilitate comparison between departments and over time. It includes three schedules. Any schedule's footnote references are described below.

### **SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**

This schedule summarizes the revenues and expenditures of each of the six budgetary (primary tax-supported) funds, from actual FY 2005 data through the FY 2009 budget. It also shows how revenues and expenditures contribute to fund balances in each fund. Notes include:

FY 2008 ending fund balances are based on the budget. They assume that, when the ledgers are closed for FY 2008, actual revenues and expenditures will match the budget. Actual data for FY 2008 is not available as this book goes to press, and the government does not formally project estimated revenues and expenditures at the level of detail shown in these tables until the Comprehensive Annual Financial Report (CAFR) is published. Actual data for FY 2008 will be published in the CAFR for the Fiscal Year Ended June 30, 2008, when that document is released this winter.

### **SCHEDULE 2 - FY 2009 DEPARTMENTAL BUDGET BY FUND TYPE**

This schedule presents each department's combined FY 2009 expenditure budgets by fund type. This table allows you to view all expenditures for a department regardless of the fund type in which those expenditures are budgeted.

Note, however, that even though this table combines the budgets of various funds that a department uses, the budget of one fund usually cannot be commingled with or substituted for the budget of another fund, even within the same department.

### **SCHEDULE 3 - HISTORICAL EXPENDITURES**

This schedule shows trends in expenditures and full-time equivalent positions (FTEs) for each department and fund, from FY 2006 through FY 2009 (recommended).

\* Gross total dollar amounts include duplications due to interfund transfers.

# Appendix 1: Financial Schedules

## SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

GENERAL FUND - GSD	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 REC. BUDGET
<b>BEGINNING FUND BALANCE</b>	31,179,660	28,503,528	34,687,420	22,016,461	15,000,000
<b>REVENUES / SOURCES</b>					
Property Tax - Current Year	244,602,149	291,919,683	306,026,964	312,151,000	315,053,400
Delinquent Property Taxes	8,033,496	9,068,504	20,965,567	21,654,500	13,586,600
Payments in Lieu of Prop. Taxes	14,394,760	16,001,804	18,151,386	16,424,000	17,800,000
Local Option Sales Tax (2 1/4%)	81,591,080	88,675,256	94,234,544	96,093,000	98,050,900
Licenses & Permits	71,778,491	85,546,790	85,005,393	89,389,200	88,316,700
Fines, Forfeits, & Penalties	12,029,361	13,841,149	14,100,396	13,916,600	12,558,900
Revenues From Use of Money or Property	953,890	1,185,472	2,168,780	0	1,400,000
Federal Direct	1,076,690	2,674,802	2,801,127	9,009,700	3,775,500
Federal Through State	3,326,304	1,899,113	1,413,644	1,519,800	1,138,200
Federal Through Other	5,849,884	5,769,527	7,425,071	8,503,400	7,622,100
State Direct	50,460,419	54,014,890	67,688,321	57,080,250	62,358,600
Other Government Agencies	6,266,916	3,995,901	3,832,506	670,600	729,500
Commissions & Fees	21,072,982	21,261,179	26,156,439	21,804,200	16,923,000
Charges for Current Services	24,092,957	22,908,249	26,363,024	29,995,800	27,868,700
Compensation From Property	550,470	634,143	611,348	244,700	344,400
Contributions and Gifts	667,940	543,390	669,329	597,300	658,300
Miscellaneous Revenue	996,206	1,062,255	1,414,911	784,000	1,084,700
Operating Transfers In	8,294,897	8,424,169	9,197,761	9,494,300	8,776,700
Non-Operating Transfers In	8,275,737	8,201,052	6,652,632	11,301,600	13,710,800
Reserves Appropriated	0	0	0	0	0
Fund Balance Appropriated	2,676,132	(6,183,892)	(6,615,311)	7,016,461	0
<b>GROSS REVENUES</b>	566,990,761	631,443,436	688,263,832	707,650,411	691,757,000
<b>Intradistrict Transfers</b>	(109,939)	(122,245)	(103,000)	(135,000)	(223,700)
<b>Interdistrict Transfers</b>	(481,000)	(481,000)	(481,000)	(481,000)	(481,000)
<b>TOTAL REVENUES</b>	566,399,822	630,840,191	687,679,832	707,034,411	691,052,300
<b>EXPENDITURES / USES</b>					
General Government	99,203,437	112,771,480	117,361,364	116,138,728	136,336,800
Fiscal Administration	14,180,153	14,578,460	15,777,591	17,135,250	25,631,700
Administration of Justice	54,165,065	59,335,569	64,309,712	66,588,600	57,959,300
Law Enforc. & Care of Prisoners	169,829,491	182,420,447	199,184,542	211,816,200	199,216,900
Fire Prevention & Control	39,772,195	40,598,784	48,492,292	49,973,900	47,227,500
Regulation, Inspection, Economic Developmen	19,561,553	21,052,929	22,084,444	20,052,800	19,461,300
Conservation of Natural Resources	352,566	421,822	444,856	523,800	476,800
Social Services	10,630,458	8,135,256	9,059,970	9,424,233	8,830,700
Health and Hospitals	29,352,916	129,698,938	85,998,293	88,539,300	84,095,700
Library System	18,527,933	20,379,979	20,988,942	22,025,200	19,981,100
Recreational, Cultural, Community Support	66,342,901	41,970,527	45,867,838	48,681,400	42,824,500
Infrastructure and Transportation	45,072,097	50,079,246	57,132,000	56,751,000	49,714,700
Debt Service	0	0	0	0	0
Education	0	0	0	0	0
Reserves	0	0	1,561,985	0	0
<b>GROSS EXPENDITURES</b>	566,990,765	681,443,437	688,263,829	707,650,411	691,757,000
<b>Intradistrict Transfers</b>	(109,939)	(122,245)	(103,000)	(135,000)	(223,700)
<b>Interdistrict Transfers</b>	(481,000)	(481,000)	(481,000)	(481,000)	(481,000)
<b>TOTAL EXPENDITURES</b>	566,399,826	680,840,192	687,679,829	707,034,411	691,052,300
<b>ENDING FUND BALANCE</b>	28,503,528	34,687,420	41,302,731	15,000,000	15,000,000

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

DEBT SERVICE - GSD	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 REC. BUDGET
<b>BEGINNING FUND BALANCE</b>	59,430,520	59,430,520	59,430,520	7,188,900	6,800,000
<b>REVENUES / SOURCES</b>					
Property Tax - Current Year	55,998,637	81,071,803	71,519,607	75,038,200	75,375,300
Delinquent Property Taxes	1,151,403	1,522,633	4,178,925	3,143,000	2,701,000
Payments in Lieu of Prop. Taxes	0	0	0	0	0
Local Option Sales Tax (2 1/4%)	1,862,619	2,014,970	2,638,882	2,184,000	2,777,300
Licenses & Permits	0	0	0	0	0
Fines, Forfeits, & Penalties	249,637	475,020	604,993	557,500	557,500
Revenues From Use of Money or Property	1,146,945	866,980	2,463	153,000	88,000
Federal Direct	0	0	0	0	0
Federal Through State	0	0	0	0	0
Federal Through Other	0	0	0	0	0
State Direct	202,713	1,541,870	2,116,951	1,560,000	2,100,000
Other Government Agencies	4,540,403	2,827,000	2,096,933	0	0
Commissions & Fees	0	0	0	0	0
Charges for Current Services	0	0	228,712	1,255,800	950,000
Compensation From Property	0	0	0	0	0
Contributions and Gifts	0	0	0	0	0
Miscellaneous Revenue	170,844,717	60,805,103	134,418,406	0	0
Operating Transfers In	10,267,337	15,657,127	13,322,513	13,522,600	11,598,200
Non-Operating Transfers In	0	0	0	0	0
Reserves Appropriated	0	0	0	0	0
Fund Balance Appropriated	0	0	0	388,900	1,408,800
<b>GROSS REVENUES</b>	246,264,411	166,782,506	231,128,385	97,803,000	97,556,100
<b>Intradistrict Transfers</b>	(3,335,845)	(3,364,515)	(3,332,400)	(13,392,900)	(11,598,200)
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL REVENUES</b>	242,928,566	163,417,991	227,795,985	84,410,100	85,957,900
<b>EXPENDITURES / USES</b>					
General Government	0	0	0	0	0
Fiscal Administration	0	0	0	0	0
Administration of Justice	0	0	0	0	0
Law Enforc. & Care of Prisoners	0	0	0	0	0
Fire Prevention & Control	0	0	0	0	0
Regulation, Inspection, Economic Developmen	0	0	0	0	0
Conservation of Natural Resources	0	0	0	0	0
Social Services	0	0	0	0	0
Health and Hospitals	0	0	0	0	0
Library System	0	0	0	0	0
Recreational, Cultural, Community Support	0	0	0	0	0
Infrastructure and Transportation	0	0	0	0	0
Debt Service	257,928,258	160,043,024	227,630,368	97,803,000	97,556,100
Education	0	0	0	0	0
Reserves	0	0	0	0	0
<b>GROSS EXPENDITURES</b>	257,928,258	160,043,024	227,630,368	97,803,000	97,556,100
<b>Intradistrict Transfers</b>	(3,335,845)	(3,364,515)	(3,332,400)	(13,392,900)	(11,598,200)
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	254,592,413	156,678,509	224,297,968	84,410,100	85,957,900
<b>ENDING FUND BALANCE</b>	59,430,520	59,430,520	59,430,520	6,800,000	5,391,200

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

GENERAL PURPOSE SCHOOL FUND	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 REC. BUDGET
<b>BEGINNING FUND BALANCE</b>	37,442,510	37,442,510	37,442,510	78,054,600	72,000,000
<b>REVENUES / SOURCES</b>					
Property Tax - Current Year	165,355,193	199,382,593	202,366,340	206,922,000	208,852,900
Delinquent Property Taxes	3,376,575	4,462,768	11,794,012	7,665,200	7,469,800
Payments in Lieu of Prop. Taxes	3,427,285	2,880,802	2,317,941	2,958,000	2,300,000
Local Option Sales Tax (2 1/4%)	0	0	0	0	0
Licenses & Permits	150,258,233	163,902,255	171,377,172	174,497,900	178,060,300
Fines, Forfeits, & Penalties	3,248,128	3,914,403	4,626,584	2,932,700	4,623,500
Revenues From Use of Money or Property	17,300	14,001	6,295	5,300	6,200
Federal Direct	358,074	20,728	900,134	218,000	500,000
Federal Through State	108,207	73,760	89,980	88,000	88,000
Federal Through Other	168,971	18,165	83,179	70,000	70,000
State Direct	0	0	0	0	0
Other Government Agencies	164,566,681	166,994,870	178,935,261	191,693,400	201,500,600
Commissions & Fees	1,798	1,648,809	86,436	1,800	1,800
Charges for Current Services	0	0	0	0	0
Compensation From Property	709,050	639,177	846,094	1,058,500	660,000
Contributions and Gifts	291,640	368,975	428,954	409,500	353,000
Miscellaneous Revenue	663,328	726,143	487,852	665,000	610,000
Operating Transfers In	164,864	73,347	96,419	155,200	95,100
Non-Operating Transfers In	1,862,703	2,719,716	4,327,188	2,205,700	2,772,000
Reserves Appropriated	0	0	0	0	0
Fund Balance Appropriated				6,054,600	19,264,100
<b>GROSS REVENUES</b>	494,578,030	547,840,512	578,769,841	597,600,800	627,227,300
<b>Intradistrict Transfers</b>	0	(725)	0	0	0
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL REVENUES</b>	494,578,030	547,839,787	578,769,841	597,600,800	627,227,300
<b>EXPENDITURES / USES</b>					
General Government	0	0	0	0	0
Fiscal Administration	0	0	0	0	0
Administration of Justice	0	0	0	0	0
Law Enforc. & Care of Prisoners	0	0	0	0	0
Fire Prevention & Control	0	0	0	0	0
Regulation, Inspection, Economic Developmen	0	0	0	0	0
Conservation of Natural Resources	0	0	0	0	0
Social Services	0	0	0	0	0
Health and Hospitals	0	0	0	0	0
Library System	0	0	0	0	0
Recreational, Cultural, Community Support	0	0	0	0	0
Infrastructure and Transportation	0	0	0	0	0
Debt Service	0	0	0	0	0
Education	513,577,813	527,851,457	548,839,463	597,600,800	627,227,300
Reserves	0	0	0	0	0
<b>GROSS EXPENDITURES</b>	513,577,813	527,851,457	548,839,463	597,600,800	627,227,300
<b>Intradistrict Transfers</b>	0	(725)	0	0	0
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	513,577,813	527,850,732	548,839,463	597,600,800	627,227,300
<b>ENDING FUND BALANCE</b>	37,442,510	37,442,510	37,442,510	72,000,000	52,735,900

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

SCHOOL DEBT SERVICE	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 REC. BUDGET
<b>BEGINNING FUND BALANCE</b>	78,148,782	78,148,782	78,148,782	59,566,600	51,000,000
<b>REVENUES / SOURCES</b>					
Property Tax - Current Year	26,030,786	25,380,205	25,871,279	26,448,700	26,695,600
Delinquent Property Taxes	536,306	705,557	1,744,840	4,720,300	968,600
Payments in Lieu of Prop. Taxes	0	0	0	0	0
Local Option Sales Tax (2 1/4%)	0	0	0	17,688,200	0
Licenses & Permits	15,002,900	15,598,700	17,007,900	0	17,953,500
Fines, Forfeits, & Penalties	0	0	0	0	0
Revenues From Use of Money or Property	0	0	0	2,092,700	0
Federal Direct	1,371,162	2,330,741	2,771,334	0	2,556,000
Federal Through State	0	0	0	0	0
Federal Through Other	0	0	0	0	0
State Direct	0	0	0	0	0
Other Government Agencies	0	0	0	0	0
Commissions & Fees	0	0	0	0	0
Charges for Current Services	0	0	0	0	0
Compensation From Property	0	0	0	0	0
Contributions and Gifts	0	0	0	0	0
Miscellaneous Revenue	0	0	0	0	0
Operating Transfers In	86,292,945	0	62,370,755	1,541,600	0
Non-Operating Transfers In	1,276,498	1,360,747	4,006,048	0	1,530,500
Reserves Appropriated	0	0	0	0	0
Fund Balance Appropriated				8,566,600	10,722,000
<b>GROSS REVENUES</b>	130,510,597	45,375,950	113,772,156	61,058,100	60,426,200
<b>Intradistrict Transfers</b>	0	0	(941,913)	(1,541,600)	(1,530,500)
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL REVENUES</b>	130,510,597	45,375,950	112,830,243	60,116,187	58,884,600
<b>EXPENDITURES / USES</b>					
General Government	0	0	0	0	0
Fiscal Administration	0	0	0	0	0
Administration of Justice	0	0	0	0	0
Law Enforc. & Care of Prisoners	0	0	0	0	0
Fire Prevention & Control	0	0	0	0	0
Regulation, Inspection, Economic Developmen	0	0	0	0	0
Conservation of Natural Resources	0	0	0	0	0
Social Services	0	0	0	0	0
Health and Hospitals	0	0	0	0	0
Library System	0	0	0	0	0
Recreational, Cultural, Community Support	0	0	0	0	0
Infrastructure and Transportation	0	0	0	0	0
Debt Service	133,328,569	54,613,964	119,327,135	61,058,100	60,426,200
Education	0	0	0	0	0
Reserves	0	0	0	0	0
<b>GROSS EXPENDITURES</b>	133,328,569	54,613,964	119,327,135	61,058,100	60,426,200
<b>Intradistrict Transfers</b>	0	0	(941,913)	(1,541,600)	(1,530,500)
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	133,328,569	54,613,964	118,385,222	60,116,187	58,884,600
<b>ENDING FUND BALANCE</b>	78,148,782	78,148,782	78,148,782	51,000,000	40,278,000

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

GENERAL FUND - USD	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 REC. BUDGET
<b>BEGINNING FUND BALANCE</b>	5,006,117	5,006,117	5,006,117	6,688,100	6,000,000
<b>REVENUES / SOURCES</b>					
Property Tax - Current Year	64,607,806	64,745,182	69,577,575	67,762,600	64,379,600
Delinquent Property Taxes	2,641,624	1,978,924	4,917,212	5,357,700	2,626,700
Payments in Lieu of Prop. Taxes	9,255,306	10,590,885	11,838,673	10,852,800	12,200,000
Local Option Sales Tax (2 1/4%)	1,083,593	1,120,255	0	0	0
Licenses & Permits	11,909,222	14,430,179	15,079,705	12,922,000	15,076,100
Fines, Forfeits, & Penalties	0	0	0	0	0
Revenues From Use of Money or Property	61,062	132,410	602,003	0	400,000
Federal Direct	0	0	0	450,000	0
Federal Through State	0	0	0	0	0
Federal Through Other	0	0	0	0	0
State Direct	8,697,501	11,270,107	4,784,355	8,799,200	4,784,300
Other Government Agencies	0	0	0	0	0
Commissions & Fees	0	0	0	0	0
Charges for Current Services	697,174	885,754	901,395	765,000	878,000
Compensation From Property	0	0	0	0	100,000
Contributions and Gifts	0	0	0	0	0
Miscellaneous Revenue	0	0	0	0	0
Operating Transfers In	0	0	0	0	0
Non-Operating Transfers In	0	0	0	0	0
Reserves Appropriated	0	0	0	0	0
Fund Balance Appropriated	0			688,100	0
<b>GROSS REVENUES</b>	98,953,288	105,153,696	107,700,918	107,597,400	100,444,700
<b>Intradistrict Transfers</b>	0	0	0	0	0
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL REVENUES</b>	98,953,288	105,153,696	107,700,918	107,597,400	100,444,700
<b>EXPENDITURES / USES</b>					
General Government	22,448,772	22,329,852	20,994,459	21,405,600	24,321,100
Fiscal Administration	0	0	0	0	0
Administration of Justice	0	0	0	0	0
Law Enforc. & Care of Prisoners	481,000	481,000	481,000	481,000	481,000
Fire Prevention & Control	55,273,551	60,428,253	64,415,242	65,357,200	60,139,700
Regulation, Inspection, Economic Developmen	798,666	888,418	660,304	1,091,700	843,400
Conservation of Natural Resources	0	0	0	0	0
Social Services	0	0	0	0	0
Health and Hospitals	0	0	0	0	0
Library System	0	0	0	0	0
Recreational, Cultural, Community Support	35,000	135,000	135,400	135,400	357,700
Infrastructure and Transportation	16,149,119	17,417,813	17,094,501	19,126,500	14,301,800
Debt Service	0	0	0	0	0
Education	0	0	0	0	0
Reserves	0	0	0	0	0
<b>GROSS EXPENDITURES</b>	95,186,108	101,680,336	103,780,906	107,597,400	100,444,700
<b>Intradistrict Transfers</b>	0	0	0	0	0
<b>Interdistrict Transfers</b>	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	95,186,108	101,680,336	103,780,906	107,597,400	100,444,700
<b>ENDING FUND BALANCE</b>	5,006,117	5,006,117	5,006,117	6,000,000	6,000,000

(See explanations of all footnotes on the first page of this appendix.)



## Appendix 1: Financial Schedules

### SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

DEBT SERVICE - USD	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 REC. BUDGET
<b>BEGINNING FUND BALANCE</b>	14,064,794	14,064,794	14,064,794	1,979,700	800,000
<b>REVENUES / SOURCES</b>					
Property Tax - Current Year	8,851,894	9,104,922	6,826,445	9,368,600	12,571,900
Delinquent Property Taxes	231,619	363,474	576,033	643,800	464,800
Payments in Lieu of Prop. Taxes	0	0	0	0	0
Local Option Sales Tax (2 1/4%)	0	0	0	0	0
Licenses & Permits	0	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0	0
Revenues From Use of Money or Property	73,698	553,451	0	273,700	0
Federal Direct	0	0	150,426	0	50,000
Federal Through State	0	0	0	0	0
Federal Through Other	0	0	0	0	0
State Direct	0	0	0	0	0
Other Government Agencies	0	0	0	0	0
Commissions & Fees	0	0	0	0	0
Charges for Current Services	0	0	0	0	0
Compensation From Property	0	0	0	0	0
Contributions and Gifts	0	0	0	0	0
Miscellaneous Revenue	7,120,135	0	0	0	0
Operating Transfers In	8,607,829	8,865,639	2,733,459	7,765,600	0
Non-Operating Transfers In	0	0	583,516	0	4,010,200
Reserves Appropriated	0	0	0	0	0
Fund Balance Appropriated				1,179,700	
<b>GROSS REVENUES</b>	24,885,175	18,887,486	10,869,879	19,231,400	17,096,900
<b>Intradistrict Transfers</b>	0	0	0	(7,765,600)	(4,010,200)
<b>Interdistrict Transfers</b>	(7,794,900)	(7,784,000)	0	0	0
<b>TOTAL REVENUES</b>	17,090,275	11,103,486	10,869,879	11,465,800	13,086,700
<b>EXPENDITURES / USES</b>					
General Government	0	0	0	0	0
Fiscal Administration	0	0	0	0	0
Administration of Justice	0	0	0	0	0
Law Enforc. & Care of Prisoners	0	0	0	0	0
Fire Prevention & Control	0	0	0	0	0
Regulation, Inspection, Economic Developmen	0	0	0	0	0
Conservation of Natural Resources	0	0	0	0	0
Social Services	0	0	0	0	0
Health and Hospitals	0	0	0	0	0
Library System	0	0	0	0	0
Recreational, Cultural, Community Support	0	0	0	0	0
Infrastructure and Transportation	0	0	0	0	0
Debt Service	24,857,241	19,983,605	21,439,039	19,231,400	17,096,900
Education	0	0	0	0	0
Reserves	0	0	0	0	0
<b>GROSS EXPENDITURES</b>	24,857,241	19,983,605	21,439,039	19,231,400	17,096,900
<b>Intradistrict Transfers</b>	0	0	0	(7,765,600)	(4,010,200)
<b>Interdistrict Transfers</b>	(7,794,900)	(7,784,000)	0	0	0
<b>TOTAL EXPENDITURES</b>	17,062,341	12,199,605	21,439,039	11,465,800	13,086,700
<b>ENDING FUND BALANCE</b>	14,064,794	14,064,794	14,064,794	800,000	800,000

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 1 - SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

TOTAL - ALL BUDGETARY FUNDS	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 REC. BUDGET
<b>BEGINNING FUND BALANCE</b>	225,272,383	222,596,251	228,780,143	175,494,361	151,600,000
<b>REVENUES / SOURCES</b>					
Property Tax - Current Year	565,446,465	671,604,388	682,188,210	697,691,100	702,928,700
Delinquent Property Taxes	15,971,023	18,101,860	44,176,589	43,184,500	100,491,800
Payments in Lieu of Prop. Taxes	27,077,351	29,473,491	32,308,000	30,234,800	35,001,000
Local Option Sales Tax (2 1/4%)	84,537,292	91,810,481	96,873,426	115,965,200	100,828,200
Licenses & Permits	248,948,846	279,477,924	288,470,170	276,809,100	299,406,600
Fines, Forfeits, & Penalties	15,527,126	18,230,572	19,331,973	17,406,800	17,739,900
Revenues From Use of Money or Property	2,252,895	2,752,314	2,779,541	2,524,700	1,894,200
Federal Direct	2,805,926	5,026,271	6,623,021	9,677,700	6,881,500
Federal Through State	3,434,511	1,972,873	1,503,624	1,607,800	1,226,200
Federal Through Other	6,018,855	5,787,692	7,508,250	8,573,400	7,692,100
State Direct	59,360,633	66,826,867	74,589,627	67,439,450	69,242,900
Other Government Agencies	175,374,000	173,817,771	184,864,700	192,364,000	202,230,100
Commissions & Fees	21,074,780	22,909,988	26,242,875	21,806,000	16,924,800
Charges for Current Services	24,790,131	23,794,003	27,493,131	32,016,600	29,696,700
Compensation From Property	1,259,520	1,273,320	1,457,442	1,303,200	1,104,400
Contributions and Gifts	959,580	912,365	1,098,283	1,006,800	1,011,300
Miscellaneous Revenue	179,624,386	62,593,501	136,321,169	1,449,000	1,694,700
Operating Transfers In	113,627,872	33,020,282	87,720,907	32,479,300	20,470,000
Non-Operating Transfers In	11,414,938	12,281,515	15,569,384	13,507,300	22,023,500
Reserves Appropriated	0	0	0	0	0
Fund Balance Appropriated	2,676,132	(6,183,892)	(6,615,311)	23,894,361	31,394,900
<b>GROSS REVENUES</b>	1,562,182,262	1,515,483,586	1,730,505,011	1,590,941,111	1,594,508,200
<b>Intradistrict Transfers</b>	(3,445,784)	(3,487,485)	(4,377,313)	(22,835,100)	(17,362,600)
<b>Interdistrict Transfers</b>	(8,275,900)	(8,265,000)	(481,000)	(481,000)	(481,000)
<b>TOTAL REVENUES</b>	1,550,460,578	1,503,731,101	1,725,646,698	1,567,625,011	1,576,664,600
<b>EXPENDITURES / USES</b>					
General Government	121,652,209	135,101,332	138,355,823	137,544,328	160,657,900
Fiscal Administration	14,180,153	14,578,460	15,777,591	17,135,250	25,631,700
Administration of Justice	54,165,065	59,335,569	64,309,712	66,588,600	57,959,300
Law Enforc. & Care of Prisoners	170,310,491	182,901,447	199,665,542	212,297,200	199,697,900
Fire Prevention & Control	95,045,746	101,027,037	112,907,534	115,331,100	107,367,200
Regulation, Inspection, Economic Developmen	20,360,219	21,941,347	22,744,748	21,144,500	20,304,700
Conservation of Natural Resources	352,566	421,822	444,856	523,800	476,800
Social Services	10,630,458	8,135,256	9,059,970	9,424,233	8,830,700
Health and Hospitals	29,352,916	129,698,938	85,998,293	88,539,300	84,095,700
Library System	18,527,933	20,379,979	20,988,942	22,025,200	19,981,100
Recreational, Cultural, Community Support	66,377,901	42,105,527	46,003,238	48,816,800	43,182,200
Infrastructure and Transportation	61,221,216	67,497,059	74,226,501	75,877,500	64,016,500
Debt Service	416,114,068	234,640,593	368,396,542	178,092,500	175,079,200
Education	513,577,813	527,851,457	548,839,463	597,600,800	627,227,300
Reserves	0	0	1,561,985	0	0
<b>GROSS EXPENDITURES</b>	1,591,868,754	1,545,615,823	1,709,280,740	1,590,941,111	1,594,508,200
<b>Intradistrict Transfers</b>	(3,445,784)	(3,487,485)	(4,377,313)	(22,835,100)	(17,362,600)
<b>Interdistrict Transfers</b>	(8,275,900)	(8,265,000)	(481,000)	(481,000)	(481,000)
<b>TOTAL EXPENDITURES</b>	1,580,147,070	1,533,863,338	1,704,422,427	1,567,625,011	1,576,664,600
<b>ENDING FUND BALANCE</b>	222,596,251	228,780,143	235,395,454	151,600,000	120,205,100

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 2 – FY2009 RECOMMENDED DEPARTMENTAL BUDGET BY FUND TYPE

Department	FY09 Budgetary GSD Funds	Budgetary USD Funds	Special Revenue Funds	Enterprise Funds	Interfund Transfer	Dept. Total
1 Administrative Expenditures (with details)	180,687,100	25,522,200	28,758,100	-	(3,200,000)	231,767,400
1101104 County Retire Match	3,501,900					3,501,900
1101107 Cnty Teach Retire Match	6,900,400					6,900,400
1101109 Health Insurance Match	29,887,900					29,887,900
1101110 Death Benefit Payments	200,000					200,000
1101113 Pens IOD Medical Expense	3,447,800					3,447,800
1101114 Unemployment Compensation	500,000					500,000
1101115 Life Insurance Match	1,392,400					1,392,400
1101117 Regional Transit Authorit	-					-
1101118 Econ/Job Incentives	1,800,000					1,800,000
1101120 Employee IOD Med Expense	6,129,100					6,129,100
1101127 Contingency FacilityRenta	1,220,100					1,220,100
1101128 Sick/Backup Child Care	-					-
1101129 MDHA Homeless Com Transfer	1,149,200					1,149,200
1101140 Benefit Adjustments	4,744,100					4,744,100
1101180 Relocation Metro Agencies	310,300					310,300
1101204 Metro Action Commission	3,945,700					3,945,700
1101213 NCAC Local Match	165,600					165,600
1101218 District Energy System	2,256,100					2,256,100
1101221 Subsidy Nashville Arena	-					-
1101222 Stadium Maintenance	1,000,000					1,000,000
1101224 Contingency Subrogation	100,000					100,000
1101225 GSD Debt Transfer-Stadium	3,200,000				(3,200,000)	-
1101235 Managing for Results	-					-
1101237 Commuter Rail	-					-
1101239 RTA - Northern Corridor	-					-
1101298 Contingency Local Match	100,000					100,000
1101299 Contingency Fed/State Pro	-					-
1101301 Insurance Reserve	1,454,900					1,454,900
1101302 Surety Bonds	17,300					17,300
1101303 Corp Dues/Contribution	350,000					350,000
1101304 Subsidy MTA	16,912,600					16,912,600
1101307 Wilkerson Hearing/Speech	-					-
1101308 Judgments and Losses	1,175,100					1,175,100
1101309 Contingency Account	50,000					50,000
1101313 Contingency EMS Collectio	-					-
1101314 Contingency Referendum	-					-
1101315 PayPlan Improvements	2,894,700					2,894,700
1101323 Contingency RTA Membershi	-					-
1101325 Cont'g PerfAudit Juv Cour	-					-
1101326 Property Tax Relief Progr	1,690,000					1,690,000
1101328 Council Reserve FY2007	-					-
1101331 Contrib CodesDemolitionFd	-					-
1101343 Cont Food Commodity Prog	100,000					100,000
1101408 Budget Adjustment Savings	-					-
1101412 Post Audit	1,500,000					1,500,000
1101416 Subsidy Advance Planning	145,200					145,200
1101420 Subsidy Central Printing	-					-
1101422 * Subsidy Radio Shop	-					-
1101424 Greer Stadium Maintenance	250,000					250,000
1101426 Subsidy Hospital Authorit	47,307,200					47,307,200

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 2 – FY2009 RECOMMENDED DEPARTMENTAL BUDGET BY FUND TYPE

Department	FY09 Budgetary GSD Funds	Budgetary USD Funds	Special Revenue Funds	Enterprise Funds	Interfund Transfer	Dept. Total
1101428 Subsidy Muni Auditorium	-					-
1101431 Benefit Reenrollment HR	-					-
1101480 Cont'g New Facility Ops	-					-
1101481 Cont'g Vacant Space Ops	1,330,600					1,330,600
1101485 Cont'g ADA Operations	673,000					673,000
1101499 GSD General Revenue	28,079,600					28,079,600
1101502 Contribute Nash Symphony	15,000					15,000
1101505 Contribute LegalAid Socit	-					-
1101506 Contribute Partnership 2K	-					-
1101510 Contribute Guest House	-					-
1101512 Contribute Housing Fund	-					-
1101513 Contrb. Intr Min Fel	-					-
1101516 Contribute Adult Literacy	-					-
1101519 Contribute CATV	-					-
1101521 Contribute Humane Assoc	12,500					12,500
1101531 Project N'hood Aftercare	-					-
1101539 * Contribute AffordHousin	-					-
1101540 Contribute Dom Viol Inter	-					-
1101541 Contribute KM Smith	-					-
1101547 Contribute Nash Minority	-					-
1101549 Contribute Ujima House In	-					-
1101552 Contribute YWCA Domestic	-					-
1101553 Contribute United Way Fam	-					-
1101555 Contribute Second Harvest	-					-
1101559 Contribute Metro Ed Acces	-					-
1101562 Mary Parrish Center	-					-
1101563 Donelson SR Citizens Cent	-					-
1101564 Renewal House	-					-
1101565 Jefferson ST United Partn	-					-
1101566 Contingency Utility Incr	1,300,000					1,300,000
1101568 Contr Children's Theater	-					-
1101569 Contr Reconc Ministries	-					-
1101570 Contr Mediation Services	-					-
1101572 Nashville SEES	-					-
1101573 Cont'b African Americ Mus	-					-
1101574 Cont'b CEO Academy	-					-
1101575 Cont'b Hadley Park Tennis	-					-
1101576 Cont'b Morningstar Dom vi	-					-
1101577 Cont'b Women Study Impact	-					-
1101579 Cont'b Cmty Impact EITC	-					-
1101580 Cont'b Hands on Nashville	-					-
1101581 Cont'b Ctzn for Affd Hsg	-					-
1101582 Cont'b Neighborhood ResCt	-					-
1101583 Cont'b Cont'l TBellesTrac	-					-
1101584 Cont'b NEON (N Edgewood)	-					-
1101585 Cont'b Habitat for Humani	-					-
1101586 HadleyPark TennisClub FY0	-					-
1101587 Cont'b Alignment Nashvill	100,000					100,000
1101590 Contb Independt Med Exams	35,000					35,000
1101591 Domestic Violence Program	750,000					750,000
1101592 Educ and After School Prg	750,000					750,000
1101593 Misc Comm Agencies/Servic	500,000					500,000
1101600 Contingency EBS	-					-

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 2 – FY2009 RECOMMENDED DEPARTMENTAL BUDGET BY FUND TYPE

Department	FY09 Budgetary GSD Funds	Budgetary USD Funds	Special Revenue Funds	Enterprise Funds	Interfund Transfer	Dept. Total
1101601 * EBS for MNPS/in	-					-
1101602 Subsidy Community Ed	593,500					593,500
1102100 Non-Profits Int. Support	-					-
1102150 Schools Internal Support	750,300					750,300
1191102 Police/Fire Retire Match	-	8,873,000				8,873,000
1191103 Civil Service Retire Matc	-	5,424,700				5,424,700
1191106 Teacher Pens Match	-	4,592,400				4,592,400
1191109 Health Ins Match	-	2,120,500				2,120,500
1191111 Direct Pension Payments	-	-				-
1191112 Pensioner IOD	-	383,100				383,100
1191113 Employee IOD	-	885,400				885,400
1191115 Life Ins Match	-	93,700				93,700
1191140 Benefit Adjustments	-	830,900				830,900
1191224 Contingency Subrogation	-	100,000				100,000
1191299 Contingency Fed/State Pro	-	-				-
1191301 Insurance and Reserve	-	75,400				75,400
1191308 Judgments and Losses	-	6,500				6,500
1191309 Contingency Account	-	50,000				50,000
1191315 PayPlan Improvements	-	347,100				347,100
1191326 Property Tax Relief	-	357,700				357,700
1191408 Budget Adjustment Savings	-	-				-
1191499 USD General Revenue	-	843,400				843,400
1191566 Contingency Utility Incr	-	538,400				538,400
1103010 Chamber Contract	-		10,741,700			
1103050 Convention Center 1% Tax	-		800,100			
1103080 Tourist Promotion	-		8,987,900			
1103090 Tourist Related	-		1,295,200			
1103100 General Fund Transfer	-		5,437,500			
1103110 Farmer's Market	-		258,000			
1701000 Cntrl Business Imp District	-		1,162,700			
1781000 Gulch Cntrl Business ImpDt	-		75,000			
DES-District Energy System	-			22,374,400		22,374,400
2 Metropolitan Council	1,969,000					1,969,000
3 Metropolitan Clerk	1,226,900					1,226,900
4 Mayor's Office	3,850,200		1,234,800			5,085,000
5 Election Commission	3,930,200					3,930,200
6 Law	5,339,800					5,339,800
7 Planning Commission	3,874,900		3,328,200			7,203,100
8 Human Resources	4,803,200					4,803,200
9 Register of Deeds	385,900		276,000			661,900
10 General Services	1,380,900			46,023,200		47,404,100
11 Historical Commission	667,500					667,500
13 Community Education	-			1,147,100		1,147,100
14 Information Technology Service	668,200		118,400	21,945,000		22,731,600
15 Finance	10,091,400			1,181,100		11,272,500
16 Assessor of Property	7,406,200					7,406,200
17 Trustee	2,035,700					2,035,700
18 County Clerk	4,664,200					4,664,200
19 District Attorney	4,959,500		1,339,500			6,299,000
21 Public Defender	5,639,100					5,639,100
22 Juvenile Court Clerk	1,605,800					1,605,800
23 Circuit Court Clerk	4,381,400					4,381,400
24 Criminal Court Clerk	5,807,200		31,000			5,838,200

(See explanations of all footnotes on the first page of this appendix.)

## Appendix 1: Financial Schedules

### SCHEDULE 2 – FY2009 RECOMMENDED DEPARTMENTAL BUDGET BY FUND TYPE

Department	FY09 Budgetary GSD Funds	Budgetary USD Funds	Special Revenue Funds	Enterprise Funds	Interfund Transfer	Dept. Total
25 Clerk and Master - Chancery	1,860,400					1,860,400
26 Juvenile Court	12,108,500		46,000			12,154,500
27 General Sessions Court	10,959,300		245,000			11,204,300
28 State Trial Courts	7,965,600		1,812,700			9,778,300
29 Justice Integration Services	2,233,800		70,400			2,304,200
30 Sheriff	57,058,600		16,015,700			73,074,300
31 Police	142,158,300	481,000	9,310,800	2,716,500	(481,000)	154,185,600
32 Fire	47,227,500	60,139,700				107,367,200
33 Codes Administration	7,920,000		155,000			8,075,000
34 Beer Board	358,000					358,000
35 Agricultural Extension	371,400					371,400
36 Soil and Water Conservation	105,400					105,400
37 Social Services	7,233,700		800			7,234,500
38 Health	36,788,500		21,354,800			58,143,300
39 Public Library	19,981,100		1,202,200			21,183,300
40 Parks	31,375,600		2,486,700			33,862,300
41 Arts Commission	2,634,800					2,634,800
42 Public Works	32,802,100	14,301,800	22,356,100			69,460,000
44 Human Relations Commission	447,800					447,800
45 Transportation Licensing	393,800					393,800
47 Criminal Justice Planning	438,700					438,700
48 Internal Audit	1,434,200					1,434,200
60 Farmers' Market	-			908,700		908,700
61 Municipal Auditorium	-			1,884,100		1,884,100
62 State Fair	-			4,609,300		4,609,300
63 Convention Center	-			6,251,400		6,251,400
64 Sports Authority	457,400			457,400		914,800
65 Water	-		11,435,100	398,829,500		410,264,600
75 Metro Action Commission	-		22,601,100			22,601,100
76 NCAC	-			6,819,600		6,819,600
80 MNPS	627,227,300		-	3,165,000		630,392,300
91 ECC Emergency Comm Center	12,068,200					12,068,200
General Fund Debt Service	97,556,100	17,096,900				114,653,000
School Fund Debt Service	60,426,200					60,426,200
						-
<b>TOTAL</b>	<b>1,476,966,600</b>	<b>117,541,600</b>	<b>172,936,500</b>	<b>518,312,300</b>	<b>(3,681,000)</b>	<b>2,282,076,000</b>

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 3 – HISTORICAL EXPENDITURES

	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget	FY 2009 Rec Budget	FTE FY07	FY08	FY09 (Rec.)
GENERAL SERVICES DISTRICT:							
1 Administrative:							
1101104 County Retire Match	3,501,900	3,535,800	3,532,800	3,501,900	0.00	0.00	0.00
1101107 Cnty Teach Retire Match	6,900,400	6,967,100	6,961,200	6,900,400	0.00	0.00	0.00
1101109 Health Insurance Match	23,651,787	25,737,400	28,497,200	29,887,900	0.00	0.00	0.00
1101110 Death Benefit Payments	200,000	201,900	201,800	200,000	0.00	0.00	0.00
1101113 Pens IOD Medical Expense	1,454,000	-	-	3,447,800	0.00	0.00	0.00
1101114 Unemployment Compensation	424,666	571,800	706,300	500,000	0.00	0.00	0.00
1101115 Life Insurance Match	849,795	1,367,700	1,369,100	1,392,400	0.00	0.00	0.00
1101117 Regional Transit Authorit	148,000	149,400	101,400	-	0.00	0.00	0.00
1101118 Econ/Job Incentives	950,000	1,409,200	1,412,400	1,800,000	0.00	0.00	0.00
1101120 Employee IOD Med Expense	5,339,500	-	-	6,129,100	0.00	0.00	0.00
1101127 Contingency FacilityRenta	2,306,223	2,248,077	1,283,142	1,220,100	0.00	0.00	0.00
1101128 Sick/Backup Child Care	-	-	170,600	-	0.00	0.00	0.00
1101129 MDHA Homeless Com Transfer	-	-	837,533	1,149,200	0.00	0.00	0.00
1101140 Benefit Adjustments	-	6,228,800	8,659,600	4,744,100	0.00	0.00	0.00
1101180 Relocation Metro Agencies	201,136	2,015,264	1,324,022	310,300	0.00	0.00	0.00
1101204 Metro Action Commission	3,377,400	3,830,200	4,506,800	3,945,700	0.00	0.00	0.00
1101213 NCAC Local Match	272,235	315,900	311,900	165,600	0.00	0.00	0.00
1101218 District Energy System	2,173,100	2,291,300	2,429,800	2,256,100	0.00	0.00	0.00
1101221 Subsidy Nashville Arena	3,679,800	4,084,200	818,100	-	0.00	0.00	0.00
1101222 Stadium Maintenance	904,264	1,009,700	1,008,800	1,000,000	0.00	0.00	0.00
1101224 Contingency Subrogation	-	101,000	100,900	100,000	0.00	0.00	0.00
1101225 GSD Debt Transfer-Stadium	3,200,000	3,230,900	3,228,200	3,200,000	0.00	0.00	0.00
1101235 Managing for Results	17,216	66,161	63,480	-	0.00	0.00	0.00
1101237 Commuter Rail	638,000	644,200	291,600	-	0.00	0.00	0.00
1101239 RTA - Northern Corridor	-	50,000	-	-	0.00	0.00	0.00
1101298 Contingency Local Match	-	101,000	100,900	100,000	0.00	0.00	0.00
1101299 Contingency Fed/State Pro	-	4,291,100	4,287,400	-	0.00	0.00	0.00
1101301 Insurance Reserve	1,854,116	-	-	1,454,900	0.00	0.00	0.00
1101302 Surety Bonds	23,142	-	-	17,300	0.00	0.00	0.00
1101303 Corp Dues/Contribution	268,183	360,900	430,558	350,000	0.00	0.00	0.00
1101304 Subsidy MTA	16,429,100	17,829,100	17,829,100	16,912,600	0.00	0.00	0.00
1101307 Wilkerson Hearing/Speech	13,959	22,500	20,300	-	0.00	0.00	0.00
1101308 Judgments and Losses	890,000	-	-	1,175,100	0.00	0.00	0.00
1101309 Contingency Account	-	-	-	50,000	0.00	0.00	0.00
1101313 Contingency EMS Collectio	-	11,100	1,138,100	-	0.00	0.00	0.00
1101314 Contingency Referendum	319,155	-	-	-	0.00	0.00	0.00
1101315 PayPlan Improvements	-	832,200	869,600	2,894,700	0.00	0.00	0.00
1101323 Contingency RTA Membershi	54,552	55,100	55,000	-	0.00	0.00	0.00
1101325 Cont'g PerfAudit Juv Cour	133,788	-	-	-	0.00	0.00	0.00
1101326 Property Tax Relief Progr	565,000	884,200	1,081,100	1,690,000	0.00	0.00	0.00
1101328 Council Reserve FY2007	-	1,644,781	-	-	0.00	0.00	0.00
1101331 Contrib CodesDemolitionFd	30,000	100,000	100,000	-	0.00	0.00	0.00
1101343 Cont Food Commodity Prog	-	-	-	100,000	0.00	0.00	0.00
1101408 Budget Adjustment Savings	-	(21,651,000)	(16,938,500)	-	0.00	0.00	0.00
1101412 Post Audit	1,456,520	2,058,600	1,826,726	1,500,000	0.00	0.00	0.00
1101416 Subsidy Advance Planning	49,960	50,500	75,400	145,200	0.00	0.00	0.00
1101420 Subsidy Central Printing	180,000	-	-	-	0.00	0.00	0.00
1101422 * Subsidy Radio Shop	-	-	15,000	-	0.00	0.00	0.00
1101424 Greer Stadium Maintenance	250,000	252,400	252,200	250,000	0.00	0.00	0.00
1101426 Subsidy Hospital Authorit	94,322,600	49,797,100	49,797,100	47,307,200	0.00	0.00	0.00

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 3 – HISTORICAL EXPENDITURES

	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget	FY 2009 Rec Budget	FTE FY07	FY08	FY09 (Rec.)
1101428 Subsidy Muni Auditorium	848,300	1,009,100	495,200	-	0.00	0.00	0.00
1101431 Benefit Reenrollment HR	-	-	585,000	-	0.00	0.00	0.00
1101480 Cont'g New Facility Ops	-	947,900	-	-	0.00	0.00	0.00
1101481 Cont'g Vacant Space Ops	-	-	1,334,600	1,330,600	0.00	0.00	0.00
1101485 Cont'g ADA Operations	-	702,800	675,000	673,000	0.00	0.00	0.00
1101499 GSD General Revenue	19,702,038	26,712,300	27,116,700	28,079,600	0.00	0.00	0.00
1101502 Contribute Nash Symphony	15,000	15,000	15,000	15,000	0.00	0.00	0.00
1101505 Contribute LegalAid Socit	25,000	22,500	20,300	-	0.00	0.00	0.00
1101506 Contribute Partnership 2K	250,000	300,000	300,000	-	0.00	0.00	0.00
1101510 Contribute Guest House	133,300	120,000	120,000	-	0.00	0.00	0.00
1101512 Contribute Housing Fund	50,000	50,000	-	-	0.00	0.00	0.00
1101513 Contrb. Intr Min Fel	-	50,000	50,000	-	0.00	0.00	0.00
1101516 Contribute Adult Literacy	41,000	36,900	36,900	-	0.00	0.00	0.00
1101519 Contribute CATV	66,500	59,800	53,800	-	0.00	0.00	0.00
1101521 Contribute Humane Assoc	12,500	11,200	11,200	12,500	0.00	0.00	0.00
1101531 Project N'hood Aftercare	569,000	569,000	569,000	-	0.00	0.00	0.00
1101539 * Contribute AffordHousin	1,152	-	-	-	0.00	0.00	0.00
1101540 Contribute Dom Viol Inter	144,200	129,800	129,800	-	0.00	0.00	0.00
1101541 Contribute KM Smith	45,000	40,500	40,500	-	0.00	0.00	0.00
1101547 Contribute Nash Minority	150,000	-	-	-	0.00	0.00	0.00
1101549 Contribute Ujima House In	50,000	45,000	45,000	-	0.00	0.00	0.00
1101552 Contribute YWCA Domestic	361,000	361,000	361,000	-	0.00	0.00	0.00
1101553 Contribute United Way Fam	332,000	332,000	332,000	-	0.00	0.00	0.00
1101555 Contribute Second Harvest	225,000	202,500	202,500	-	0.00	0.00	0.00
1101559 Contribute Metro Ed Acces	57,500	57,500	51,800	-	0.00	0.00	0.00
1101562 Mary Parrish Center	58,500	52,600	52,600	-	0.00	0.00	0.00
1101563 Donelson SR Citizens Cent	25,000	-	-	-	0.00	0.00	0.00
1101564 Renewal House	17,000	15,300	13,800	-	0.00	0.00	0.00
1101565 Jefferson ST United Partn	50,000	50,000	45,000	-	0.00	0.00	0.00
1101566 Contingency Utility Incr	-	498,900	550,000	1,300,000	0.00	0.00	0.00
1101568 Contr Children's Theater	29,700	29,700	29,700	-	0.00	0.00	0.00
1101569 Contr Reconc Ministries	34,000	30,600	30,600	-	0.00	0.00	0.00
1101570 Contr Mediation Services	55,000	37,500	-	-	0.00	0.00	0.00
1101572 Nashville SEES	50,000	-	-	-	0.00	0.00	0.00
1101573 Cont'b African Americ Mus	300,000	-	-	-	0.00	0.00	0.00
1101574 Cont'b CEO Academy	105,000	94,500	-	-	0.00	0.00	0.00
1101575 Cont'b Hadley Park Tennis	60,000	-	-	-	0.00	0.00	0.00
1101576 Cont'b Morningsstar Dom vi	50,000	50,000	50,000	-	0.00	0.00	0.00
1101577 Cont'b Women Study Impact	38,686	10,484	-	-	0.00	0.00	0.00
1101579 Cont'b Cmty Impact EITC	42,123	7,877	-	-	0.00	0.00	0.00
1101580 Cont'b Hands on Nashville	138,709	75,000	67,500	-	0.00	0.00	0.00
1101581 Cont'b Ctznrs for Affd Hsg	50,000	-	-	-	0.00	0.00	0.00
1101582 Cont'b Neighborhood ResCt	84,999	25,500	23,000	-	0.00	0.00	0.00
1101583 Cont'b Cont'l TBellesTrac	27,500	-	-	-	0.00	0.00	0.00
1101584 Cont'b NEON (N Edgewood)	-	51,000	45,900	-	0.00	0.00	0.00
1101585 Cont'b Habitat for Humani	-	50,000	-	-	0.00	0.00	0.00
1101586 HadleyPark TennisClub FY0	-	60,000	-	-	0.00	0.00	0.00
1101587 Cont'b Alignment Nashvill	-	-	100,000	100,000	0.00	0.00	0.00
1101590 Contb Independt Med Exams	-	-	35,000	35,000	0.00	0.00	0.00
1101591 Domestic Violence Program	-	-	-	750,000	0.00	0.00	0.00
1101592 Educ and After School Prg	-	-	-	750,000	0.00	0.00	0.00
1101593 Misc Comm Agencies/Servic	-	-	-	500,000	0.00	0.00	0.00
1101600 Contingency EBS	250,000	-	-	-	0.00	0.00	0.00
1101601 * EBS for MNPS/in	11,025,655	-	-	-	0.00	0.00	0.00

(See explanations of all footnotes on the first page of this appendix.)



# Appendix 1: Financial Schedules

## SCHEDULE 3 – HISTORICAL EXPENDITURES

	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget	FY 2009 Rec Budget	FTE FY07	FY08	FY09 (Rec.)
1101602 Subsidy Community Ed	601,900	747,600	741,000	593,500	0.00	0.00	0.00
1102100 Non-Profits Int. Support	-	26,300	33,300	-	0.00	0.00	0.00
1102150 Schools Internal Support	-	7,793,100	3,428,400	750,300	0.00	0.00	0.00
2 Metropolitan Council	1,902,431	2,022,700	2,100,200	1,969,000	50.00	50.00	50.00
3 Metropolitan Clerk	925,974	1,276,000	1,324,900	1,226,900	9.00	9.70	9.20
4 Mayor's Office	3,795,641	4,193,800	4,364,500	3,850,200	44.00	38.50	37.50
5 Election Commission	2,211,511	3,687,800	4,637,800	3,930,200	36.50	37.80	33.80
6 Law	4,988,086	4,832,200	5,053,100	5,339,800	51.00	51.00	51.00
7 Planning Commission	4,073,095	4,037,900	4,236,700	3,874,900	45.00	47.00	43.00
8 Human Resources	-	-	-	4,803,200	63.50	61.50	56.00
9 Register of Deeds	2,410,257	2,591,500	2,462,900	385,900	0.00	0.00	0.00
10 General Services	1	-	-	1,380,900	0.00	0.00	12.00
11 Historical Commission	588,420	688,445	721,400	667,500	9.00	9.00	8.50
14 Information Technology Service	615,019	649,200	715,000	668,200	10.00	9.00	9.00
15 Finance	1,116,581	1,555,400	1,459,300	10,091,400	0.00	0.00	113.00
16 Assessor of Property	7,230,729	7,791,700	7,811,750	7,406,200	92.50	91.50	91.50
17 Trustee	1,875,053	2,784,500	2,380,800	2,035,700	30.50	30.50	28.50
18 County Clerk	4,356,097	4,655,400	5,483,400	4,664,200	79.00	88.00	75.00
19 District Attorney	4,761,709	4,854,100	5,188,500	4,959,500	89.00	87.00	87.00
21 Public Defender	5,276,788	5,723,300	5,988,100	5,639,100	70.50	70.50	70.50
22 Juvenile Court Clerk	1,665,077	1,746,500	1,845,900	1,605,800	35.00	36.00	32.00
23 Circuit Court Clerk	10,170,940	9,567,800	9,609,700	4,381,400	59.00	58.00	54.00
24 Criminal Court Clerk	5,727,542	6,142,800	6,369,700	5,807,200	96.00	96.00	89.00
25 Clerk and Master - Chancery	1,739,185	1,907,800	1,999,700	1,860,400	22.00	22.00	21.00
26 Juvenile Court	10,497,526	11,326,200	11,888,000	12,108,500	108.72	106.84	107.04
27 General Sessions Court	10,085,968	11,445,700	12,052,300	10,959,300	124.20	126.20	118.20
28 State Trial Courts	6,871,836	8,269,000	8,674,400	7,965,600	90.00	90.00	85.00
29 Justice Integration Services	2,163,383	2,284,300	2,486,400	2,233,800	23.00	23.00	21.40
30 Sheriff	52,095,241	57,508,850	60,221,100	57,058,600	825.50	825.50	830.50
31 Police	130,325,206	143,702,930	151,595,100	142,158,300	1,692.50	1,696.50	1,698.50
32 Fire	40,598,784	48,506,900	49,973,900	47,227,500	436.50	439.00	449.00
33 Codes Administration	7,263,130	8,097,500	8,497,700	7,920,000	100.00	100.00	97.00
34 Beer Board	332,608	398,200	420,600	358,000	4.00	4.00	4.00
35 Agricultural Extension	334,645	386,300	396,500	371,400	9.00	9.50	9.00
36 Soil and Water Conservation	87,177	116,700	127,300	105,400	1.00	1.00	1.00
37 Social Services	7,755,683	8,994,500	8,099,900	7,233,700	90.12	88.12	88.12
38 Health	35,376,338	36,204,200	38,742,200	36,788,500	294.18	286.18	264.18
39 Public Library	20,379,979	21,250,150	22,025,200	19,981,100	329.34	327.39	315.64
40 Parks	30,116,886	33,932,440	36,300,700	31,375,600	642.47	673.88	597.39
41 Arts Commission	2,772,397	2,634,700	2,662,600	2,634,800	5.50	6.00	6.00
42 Public Works	32,809,594	38,404,304	38,473,900	32,802,100	315.75	306.00	264.00
44 Human Relations Commission	379,573	460,400	486,800	447,800	4.00	5.00	5.00
45 Transportation Licensing	311,344	376,500	408,400	393,800	4.00	4.00	4.00
47 Criminal Justice Planning	375,615	500,300	485,900	438,700	4.00	4.00	3.75
48 48 Internal Audit	-	-	-	1,434,200	0.00	10.00	13.00
61 Municipal Auditorium	101	-	-	-	0.00	0.00	0.00
64 Sports Authority	150,215	241,100	261,800	457,400	0.00	0.00	0.00
91 ECC Emergency Comm Center	11,728,313	12,572,000	13,068,600	12,068,200	184.00	183.00	182.00
10101 Total GSD General Fund	681,443,437	682,498,363	707,650,411	691,757,000	6,179.28	6,208.11	6,135.22
20115 GSD Debt Service	160,043,024	95,000,700	97,803,000	97,556,100	0.00	0.00	0.00
25104 MNPS Debt Service	54,613,964	59,437,700	61,058,100	60,426,200	0.00	0.00	0.00

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 3 – HISTORICAL EXPENDITURES

	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget	FY 2009 Rec Budget	FTE FY07	FY08	FY09 (Rec.)
35131 MNPS General Purpose	527,851,457	564,931,300	597,600,800	627,227,300	8,364.80	8,540.40	8,809.40
TOTAL GSD BUDGETARY	1,423,951,882	1,401,868,063	1,464,112,311	1,476,966,600	14,544.08	14,748.51	14,944.62
URBAN SERVICES DISTRICT:							
1 Administrative:							
1191102 Police/Fire Retire Match	8,873,000	8,873,000	8,873,000	8,873,000	0.00	0.00	0.00
1191103 Civil Service Retire Matc	5,424,700	5,424,700	5,424,700	5,424,700	0.00	0.00	0.00
1191106 Teacher Pens Match	4,592,400	4,592,400	4,592,400	4,592,400	0.00	0.00	0.00
1191109 Health Ins Match	2,078,276	3,212,900	2,182,000	2,120,500	0.00	0.00	0.00
1191111 Direct Pension Payments	8,850	9,900	9,900	-	0.00	0.00	0.00
1191112 Pensioner IOD	300,000	-	-	383,100	0.00	0.00	0.00
1191113 Employee IOD	652,000	-	-	885,400	0.00	0.00	0.00
1191115 Life Ins Match	63,868	114,000	93,700	93,700	0.00	0.00	0.00
1191140 Benefit Adjustments	-	-	1,894,600	830,900	0.00	0.00	0.00
1191224 Contingency Subrogation	-	100,000	100,000	100,000	0.00	0.00	0.00
1191299 Contingency Fed/State Pro	-	450,000	450,000	-	0.00	0.00	0.00
1191301 Insurance and Reserve	226,758	-	-	75,400	0.00	0.00	0.00
1191308 Judgments and Losses	110,000	-	-	6,500	0.00	0.00	0.00
1191309 Contingency Account	-	50,000	50,000	50,000	0.00	0.00	0.00
1191315 PayPlan Improvements	-	-	-	347,100	0.00	0.00	0.00
1191326 Property Tax Relief	135,000	135,400	135,400	357,700	0.00	0.00	0.00
1191408 Budget Adjustment Savings	-	(2,264,700)	(2,264,700)	-	0.00	0.00	0.00
1191499 USD General Revenue	888,418	1,241,800	1,091,700	843,400	0.00	0.00	0.00
1191566 Contingency Utility Incr	-	-	-	538,400	0.00	0.00	0.00
31 Police	481,000	481,000	481,000	481,000	0.00	0.00	0.00
32 Fire	60,428,253	64,415,300	65,357,200	60,139,700	743.00	743.00	701.00
42 Public Works	17,417,813	17,094,600	19,126,500	14,301,800	41.00	35.00	32.00
18301 Total USD General Fund	101,680,336	103,930,300	107,597,400	100,444,700	784.00	778.00	733.00
28315 USD Debt Service	19,983,605	18,723,000	19,231,400	17,096,900	0.00	0.00	0.00
TOTAL USD BUDGETARY FUND	121,663,941	122,653,300	126,828,800	117,541,600	784.00	778.00	733.00
GROSS BUDGETARY FUNDS*	1,545,615,823	1,524,521,363	1,590,941,111	1,594,508,200	15,328.08	15,526.51	15,677.62
Less Intradistrict Transfers	(3,500,240)	(20,175,100)	(22,835,100)	(17,362,600)	0.00	0.00	0.00
Less Interdistrict Transfers	(8,265,000)	(481,000)	(481,000)	(481,000)	0.00	0.00	0.00
NET BUDGETARY FUNDS	1,533,850,583	1,503,865,263	1,567,625,011	1,576,664,600	15,328.08	15,526.51	15,677.62
SPECIAL REVENUE, WORKING CAPITAL, & OTHER FUNDS:							
27312 W&S Debt Service	28,746,317	58,407,100	50,619,400	52,781,200	0.00	0.00	0.00
27313 W&S Debt Service Reserve	1,882,945	4,000,000	-	-	0.00	0.00	0.00
28201 DES Debt Service	4,394,370	-	-	-	0.00	0.00	0.00
28202 DES Debt Service Reserve	119,322	-	-	-	0.00	0.00	0.00
28315 USD Debt Service	19,983,605	18,723,000	19,231,400	17,096,900	0.00	0.00	0.00
30004 Register's Computer	143,468	235,000	300,000	276,000	0.00	0.00	0.00
30005 Central Business Imp District	605,258	662,700	945,600	1,162,700	0.00	0.00	0.00
30006 Animal Control Donations	29,445	15,000	15,000	15,000	0.00	0.00	0.00
30007 Social Services Donations	1,036	800	800	800	0.00	0.00	0.00

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 3 – HISTORICAL EXPENDITURES

	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget	FY 2009 Rec Budget	FTE FY07	FY08	FY09 (Rec.)
30008 Hotel Occupancy	23,589,612	25,537,700	26,268,000	27,520,400	0.00	0.00	0.00
30018 *Law Enforcement Block Grant03	93,147	-	-	-	1.00	0.00	0.00
30019 *Law Enforcement Block Grant04	547,434	23,800	-	-	2.00	0.00	0.00
30020 State Trial Court Drug Enforce	1,292,105	1,297,900	436,600	475,000	61.50	61.50	61.50
30021 Hurricane Katrina Response/Rel	316,460	-	-	-	0.00	0.00	0.00
30022 USAR Hurricane Katrina Deploym	299,580	-	-	-	0.00	0.00	0.00
30023 POL 2005 JAG Grant	59,085	533,100	186,200	-	1.00	0.00	0.00
30024 Tornado 4/6/07 Response/Relief	57,036	-	-	-	0.00	0.00	0.00
30027 General Sessions Drug Court Tr	-	68,000	95,000	95,000	0.00	0.00	0.00
30028 POL 2006 JAG Grant	16	20,000	43,100	60,000	0.00	1.00	1.00
30029 POL 2007 JAG Grant	-	-	17,500	329,500	0.00	0.00	1.00
30030 Juvenile Court Accountability	220,864	170,100	-	46,000	3.65	2.65	2.65
30034 Criminal Ct Clerk Computerizat	-	-	-	31,000	0.00	0.00	0.00
30040 * HRC Community Activities	1,046	-	-	-	0.00	0.00	0.00
30050 CATV Administrative	341	10,000	10,000	10,000	0.00	0.00	0.00
30071 Knowles Home Donations	-	2,500	-	-	0.00	0.00	0.00
30079 NTTC Surplus Fund	95,417	-	-	-	0.00	0.00	0.00
30101 Metro Major Drug Program	1,364,447	1,054,300	981,600	1,022,000	0.00	0.00	0.00
30102 DUI Offender	113,750	185,000	240,000	150,000	0.00	0.00	0.00
30103 DA Fraud & Economic Crime	47,452	50,000	50,000	50,000	0.00	0.00	0.00
30104 DA Special Operations	6,072	30,000	-	-	0.00	0.00	0.00
30110 * ADA Management	927,577	-	-	-	0.00	0.00	0.00
30130 DA Mediation Services Fund	160,241	108,200	97,500	86,900	0.00	0.00	0.00
30145 Sheriff CCA Contract	14,032,311	15,146,800	16,015,700	16,015,700	0.00	0.00	0.00
30146 Police Unauth Substance Abuse	748	21,300	34,000	34,000	0.00	0.00	0.00
30147 Police Drug Enforcement	1,813,741	2,165,200	2,977,600	2,975,600	0.00	0.00	0.00
30148 Police Secondary Employment	1,438,328	1,852,900	1,586,000	1,221,100	5.00	5.00	5.00
30149 Police Federal Drug Enforcemen	106,819	397,000	550,000	550,000	0.00	0.00	0.00
30150 Police Education Foundation	210	5,200	5,200	5,200	0.00	0.00	0.00
30151 Victim Witness Protection	-	5,500	5,800	5,800	0.00	0.00	0.00
30154 POL State Felony Forfeiture	12,000	400,000	164,000	164,000	0.00	0.00	0.00
30155 POL State Gambling Forfeiture	892,111	1,155,000	1,212,300	1,212,300	1.00	1.00	0.00
30156 Police Federal Forfeitures	-	145,000	405,000	413,500	0.00	0.00	0.00
30157 Police Sex Offender Registrati	16,945	35,000	31,700	33,700	0.00	0.00	0.00
30200 Police Task Force Fund	626,051	754,200	786,900	843,600	6.00	6.00	6.00
30204 Health Title V Clean Air Act	19,245	25,000	25,000	25,000	0.00	0.00	0.00
30205 * Community Services Agency	21,955	-	-	-	0.00	0.00	0.00
30276 SA Pub Fac Arena Revenue 98	1,945,586	-	-	-	0.00	0.00	0.00
30277 SA Stadium Capital	1,994,956	-	-	-	0.00	0.00	0.00
30278 SA Stadium Insurance Revenue	207	-	-	-	0.00	0.00	0.00
30300 PW FastTrack Infrass Dev Prog	155,373	-	-	-	0.00	0.00	0.00
30401 Library Services	356,499	481,200	555,500	448,300	8.83	8.83	0.00
30403 Talking Library	4,372	5,300	600	600	0.00	0.00	0.00
30404 Library Special Projects	1,014,118	818,600	916,800	753,300	0.00	0.00	0.00
30501 Solid Waste Operations	22,316,402	22,756,300	24,659,100	22,109,300	94.00	96.00	84.00
30502 Solid Waste Grant	687,491	535,000	535,000	85,000	0.00	0.00	0.00
30509 PW Surplus Parking Fund	20,800	154,000	641,700	161,800	0.00	0.00	0.00
30600 Demolition Fund	92,402	154,800	154,800	155,000	0.00	0.00	0.00
30601 Council Infrastructure	89,248	1,101,700	1,101,700	-	0.00	0.00	0.00
30702 Advance Planning & Research	715,515	1,921,000	1,933,700	50,000	6.00	7.00	0.00
30704 Planning Grant Fund	22,982	90,000	60,400	38,000	0.00	0.00	0.00
30705 Congestion Mitigation Air Qual	4,124	649,000	649,000	200,000	0.00	0.00	0.00
30706 Regional Transportation Plan'g	-	-	-	2,849,200	0.00	0.00	7.00
30764 Metro Area Computer Mapping	111,287	25,300	82,900	191,000	0.00	0.00	0.00

(See explanations of all footnotes on the first page of this appendix.)

# Appendix 1: Financial Schedules

## SCHEDULE 3 – HISTORICAL EXPENDITURES

	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget	FY 2009 Rec Budget	FTE FY07	FY08	FY09 (Rec.)
30801 Parks Special Projects	364,509	657,000	625,800	676,800	0.00	0.00	0.00
30802 Parks Resale Inventory	1,087,429	1,100,000	1,094,200	1,090,200	0.00	0.00	0.00
NCAC (All Funds)	7,541,763	7,417,400	7,553,300	6,819,600	51.90	46.15	46.15
31282 SA Pub Imp Stadium Revenue 04	5,014,179	-	-	-	0.00	0.00	0.00
31500 MAC Admin & Leasehold	613,716	2,904,800	3,217,300	2,226,000	16.00	16.00	16.00
31501 MAC Local Programs	-	5,000	30,000	30,000	0.00	0.00	0.00
31502 MAC Headstart Grant	11,765,308	12,132,300	13,142,500	13,578,600	262.48	264.48	264.48
31503 MAC LIHEAP Grant	2,786,527	3,982,500	2,650,600	2,799,900	0.00	0.00	0.00
31504 MAC CSBG Grant	1,166,552	1,089,200	1,212,900	1,115,800	16.00	16.00	16.00
31505 MAC Summer Food Program	551,199	549,600	500,000	401,500	12.00	12.00	12.00
31506 MAC CACFP	1,274,410	1,137,500	1,181,000	1,342,300	17.48	16.48	16.48
31507 MAC Watt Ad Program	-	27,000	27,000	27,000	0.00	0.00	0.00
31508 MAC BF/AF Care Program	608,220	530,400	530,900	516,500	17.50	17.50	17.50
31509 MAC State Classroom	100,800	101,600	101,800	102,000	2.00	3.00	3.00
31511 MAC Parent Club Federal Funds	4,523	4,500	4,500	4,500	0.00	0.00	0.00
31512 MAC Community Srvc Assistance	793,491	524,900	326,700	408,500	2.00	2.00	0.00
31513 * MAC Warm Homes TN FY06	484,273	-	-	-	0.00	0.00	0.00
31514 MAC ComSrv Poverty Summit	19,122	15,000	25,000	25,000	0.00	0.00	0.00
31515 MAC Early Childhood Math Proj	-	23,500	23,500	23,500	0.00	0.00	0.00
32000 * General Government Grants	283,849	-	-	-	0.00	0.00	0.00
32010 * GeneralGovernmentContb/Donat	4,052	-	-	-	0.00	0.00	0.00
32041 Arts Com Contrib/Donations Fun	-	3,400	3,400	-	0.00	0.00	0.00
32100 * HEA United Way Mobile Screen	140,910	-	-	-	0.00	0.00	0.00
32200 HEA Health Dept Grant Fund	14,552,078	16,659,500	21,327,900	21,285,700	207.95	221.95	221.95
32201 HEA Donations Fund	11,090	29,100	29,100	29,100	0.00	0.00	0.00
32204 MAY Offc Child & Youth Grants	291	3,100	3,100	3,100	0.00	0.00	0.00
32205 ELE Elections Grant Fund	-	-	1,800	-	0.00	0.00	0.00
32219 DA District Atty Grant Fund	218,129	199,900	180,600	180,600	2.00	2.00	2.00
32226 JUV Juv Court Grant Fund	1,267,808	1,488,400	1,553,400	-	21.50	22.50	21.00
32228 STC St Trial Ct Grant Fund	1,693,528	2,886,100	1,345,500	1,297,700	0.00	0.00	0.00
32230 SHE Sheriff Grant Fund	150,565	-	-	-	0.00	0.00	3.00
32231 Police Grant Fund	1,253,479	1,207,500	838,400	1,590,400	2.00	2.00	3.00
32232 FIR Fire Grant Fund	1,179,659	965,200	-	-	1.50	0.00	0.00
32241 ART Arts Commission Grant Fund	187,719	-	-	-	0.00	0.00	0.00
32250 OEM Grant Fund	2,725,620	3,860,900	669,100	1,231,700	0.00	0.00	0.00
32300 PAR Parks Dept Grant Fund	264,371	1,093,628	1,151,700	702,200	0.00	0.00	0.00
33000 PAR Parks Master Plan	394,300	-	-	-	0.00	0.00	0.00
34100 Public & Gov't Access TV	89,228	139,800	139,200	108,400	0.00	0.00	0.00
35119 MNPS Special Projects	2,280,889	-	-	-	0.00	0.00	0.00
35131 MNPS General Purpose	527,851,457	564,931,300	597,600,800	597,600,800	0.00	0.00	0.00
35133 MNPS Unemployment Comp	299,984	-	-	-	0.00	0.00	0.00
35135 MNPS Charter School	1,358,337	-	-	-	0.00	0.00	0.00
35137 MNPS IDEA	16,609,416	-	-	-	0.00	0.00	0.00
35154 MNPS Title I	21,136,333	-	-	-	0.00	0.00	0.00
35158 MNPS School Lunchroom	29,043,253	33,304,456	35,544,400	35,544,400	0.00	0.00	0.00
35160 MNPS Other Title Grants	5,703,627	-	-	-	0.00	0.00	0.00
35164 MNPS ROTC	323,472	-	-	-	0.00	0.00	0.00
35200 MNPS Other State Grants	1,361,805	-	-	-	0.00	0.00	0.00
35300 MNPS Other Federal Grants	8,393,714	-	-	-	0.00	0.00	0.00
35400 MNPS Other Federal Direct	260,595	-	-	-	0.00	0.00	0.00
37100 Stormwater	15,573,307	12,926,200	12,799,200	11,435,100	81.00	90.00	90.00
47335 W&S Extension & Replacement	59,695,349	122,615,698	77,779,000	77,779,000	0.00	0.00	0.00
50109 Property Loss	1,330,880	-	-	-	0.00	0.00	0.00
50110 Safety and Risk Management	-	17,597,100	19,097,400	-	6.00	6.00	0.00

(See explanations of all footnotes on the first page of this appendix.)

## Appendix 1: Financial Schedules

### SCHEDULE 3 – HISTORICAL EXPENDITURES

	FY 2006 Actuals	FY 2007 Budget	FY 2008 Budget	FY 2009 Rec Budget	FTE FY07	FY08	FY09 (Rec.)
50122 Metro Self-Insured Liability	1,653,457	-	-	-	0.00	0.00	0.00
50165 Self-Insured Death Benefit	100,000	-	-	-	0.00	0.00	0.00
50267 Judgments & Losses	3,163,804	-	-	-	0.00	0.00	0.00
51100 Real Property Services	1,885,830	2,045,600	2,466,300	-	18.00	18.00	0.00
51108 Human Resources	6,471,722	7,384,500	7,349,500	-	63.50	61.50	0.00
51110 Payment Services	743,183	2,047,200	1,326,500	-	19.00	16.00	0.00
51111 Shared Business Office	1,853,179	2,577,100	2,695,600	-	28.00	28.00	0.00
51112 Customer Call Center	347,031	783,600	1,208,100	-	10.00	10.00	0.00
51113 Facilities Maint & Security	12,374,458	18,564,700	22,131,500	21,633,200	39.00	53.00	54.00
51114 BOSS Projects	-	-	-	508,200	0.00	0.00	4.00
51115 Finance Services	7,966,362	9,506,900	8,826,500	-	102.00	98.00	0.00
51137 Information Technology Service	17,416,441	24,149,500	25,096,400	21,945,000	124.00	120.00	121.00
51138 ITS Technology Revolving	3,932,579	-	-	-	0.00	0.00	0.00
51148 Internal Audit Services	-	-	1,477,000	-	0.00	10.00	0.00
51151 Postal Service	806,142	961,100	968,700	1,001,100	5.00	5.00	4.00
51153 Radio Shop	3,202,267	3,509,000	3,551,100	3,300,100	16.00	16.00	18.00
51154 Office of Fleet Management	28,044,923	17,763,600	18,413,400	18,384,100	91.00	94.00	94.00
51180 Treasury Management	1,200,606	1,399,500	1,322,900	1,181,100	10.00	8.00	8.00
52177 Employees Med Benefit Trust	59,681,009	-	-	-	0.00	0.00	0.00
52200 IOD Network (Injured-On-Duty)	12,617,260	-	-	-	0.00	0.00	0.00
55142 MNPS Central Storeroom	1,788,245	2,100,000	2,000,000	2,000,000	0.00	0.00	0.00
55143 MNPS Self-Insured Liability	103,884	-	-	-	0.00	0.00	0.00
55145 MNPS Prof Employees Trust	57,082,971	61,277,400	61,277,400	-	0.00	0.00	0.00
55146 MNPS Print Shop	746,089	842,000	1,165,000	1,165,000	0.00	0.00	0.00
60002 MTA-Component Unit	228,241	-	-	-	1.00	1.00	1.00
60008 Sports Authority - CU	9,330,412	625,200	641,100	457,400	2.00	2.00	2.00
60152 Farmers Market	1,157,523	1,214,500	1,231,500	908,700	8.00	8.00	7.00
60156 State Fair	4,121,444	4,298,700	4,688,500	4,609,300	29.19	24.40	24.70
60161 Municipal Auditorium	1,891,143	2,021,700	2,007,800	1,884,100	12.00	12.00	11.00
60162 Convention Center	7,051,252	6,034,300	6,355,700	6,251,400	52.60	52.60	50.20
60180 MNPS Community Education	914,696	1,136,500	1,129,900	1,147,100	9.00	15.00	15.00
60287 SA Arena Working Capital	5,197,901	-	-	-	0.00	0.00	0.00
61190 Surplus Property Auction	987,774	1,483,900	1,436,900	1,196,500	7.00	7.00	7.00
61200 Police Impound	4,322,944	3,927,000	2,940,300	2,716,500	29.00	29.00	29.00
62269 General Hospital	69,165,736	-	-	-	636.00	671.00	677.00
62270 Bordeaux Long Term Care	34,529,205	37,315,017	40,369,855	39,517,157	499.00	512.00	516.00
62271 Knowles Home	3,733,209	4,235,654	4,252,150	4,220,236	60.00	60.00	60.00
67311 W&S Revenue	(2,838,348)	177,154,900	169,315,100	169,315,100	0.00	0.00	0.00
67331 W&S Operating	90,294,137	89,353,300	101,518,500	98,322,000	668.00	668.00	650.00
67332 W&S Operating Reserve	-	260,200	632,200	632,200	0.00	0.00	0.00
68200 DES Revenue Account (Oper)	(13,661,925)	-	-	-	0.00	0.00	0.00
68201 DES Oper General Acct	21,077,377	23,436,000	22,995,400	22,374,400	1.00	1.00	1.00

(See explanations of all footnotes on the first page of this appendix.)

## Appendix 2: Glossary

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The annual operating budget contains specialized and technical terminology. This glossary defines some of the more common and more important of these terms.

**Account Code** - The combination of a business unit and object account that classifies all revenues and expenditures within a fund.

**Accrual Accounting** - A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable, and expenses are recognized in the period incurred instead of when cash is actually received or spent. In such a system, revenue earned in June but received on July 10 is recorded as being received June 30.

**Active Position** - A position that is budgeted and funded, whether filled or not.

**Actual** – Actual (as opposed to budgeted) revenues and expenditures for the fiscal year indicated.

**Accountability** – The state of being answerable; it is demonstrated by being willing and able to tell taxpayers what they are getting for their money in terms of results.

**Accounting System** - The total set of records and procedures that are used to record, classify, and report information on financial status and operations.

**Activity** - An organizational process or system that converts inputs (money, staffing, technology, and other resources) into outputs (services and other things of value to customers, stakeholders, and citizens); the work performed by an organization to carry out a program for which it is responsible.

**Adjusted Budget or Adjusted Final Budget** - The final budget passed by the Council with detail adjusted by departments to show how they will operate within the fund-wide and department-wide numbers approved in that budget.

**Agency** – See **Department**.

**Allot** - To divide an appropriation into amounts that may be encumbered or expended during an allotment period.

**Allotment** - A part of an appropriation that may be encumbered or expended during an allotment period.

**Allotment Period** - A period of time less than one fiscal year in length during which an allotment is effective. Metro generally uses quarterly allotment periods, although some departments use monthly allotments as a management tool.

**Annual Budget** - A budget for a fiscal year.

**Appraise** - To estimate value, particularly of property. If the property is valued for purposes of taxation, the term "assess" means the same thing.

**Appraisal** - A valuation of property based on current market values.

**Appraisal Ratio** - The ratio between the appraised value of property and its market value, or the appraised value as a percentage of the market value. A house appraised at \$80,000 with a current market value of \$100,000 has an appraisal ratio of 80% (80,000/100,000). Using statistical techniques, the state recalculates appraisal ratios for the entire county every two years.

**Appropriation** - A legal authorization granted by the Council to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended. Metro general fund appropriations lapse (expire) at the end of each fiscal year.

**Appropriation Ordinance** - An ordinance by which the budget appropriations are given legal effect, usually the budget ordinance.

**Assess** - To value property officially for the purpose of taxation.

**Assessment** - The portion of a property's appraised value that is taxed, determined by multiplying the appraised value of a property by its assessment rate. For example, a residence appraised at \$100,000 has an assessment of \$25,000 (25% x \$100,000).

**Assessment rate** – The constitutional percentage that is multiplied by the appraised value to determine the assessment (25% of the appraised value for residential property, 40% for commercial).

**Available (Undesignated) Fund Balance** - The funds remaining from the prior fiscal year that are available for appropriation and expenditure in the current year.

**Authorized Positions** - Number of positions authorized in the final budget. This is not a formal part of the budget ordinance, but an implicit management tool to control salary expenditures. Some agencies and elected offices are subject to legal constraints on the numbers of authorized and filled positions.

**Balanced Budget** -- All funds are required to balance. As such, total anticipated revenues must equal the sum of budgeted expenditures for each fund. Revenues are derived from four sources: current revenue charges; increases in existing revenue charges; new revenue sources; and unallocated reserves carried forward from prior years.

**Baseline Budget** - An estimate of the funding required to continue existing programs at the currently-budgeted levels of service from one fiscal year to the next. It includes various adjustments made to the prior year's budget as appropriate for salary increments, pay plan, longevity, inflation, etc.

**Bond** - A written promise to pay a specified sum of money (the face value or principal amount) at a specified date or dates in the future (the maturity date) together with periodic interest at a specified rate. Metro issues (sells) bonds as one way to finance capital projects. Maturity dates may extend as far as twenty or thirty years after the bonds are issued.

## Appendix 2: Glossary

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**Bond, General Obligation** - A bond that is secured by the full faith, credit, and taxing power of the city.

**Bond, Revenue** - A bond that is paid from the earnings of an enterprise fund.

**Bonded Debt** - That portion of indebtedness represented by outstanding bonds.

**Budget** - A plan of financial operation containing an estimate of proposed expenditures for a given period (usually a fiscal year) and the proposed means of financing them. Since the budget process includes many "budgets", it is necessary to specify whether the budget being discussed is projected, recommended, final (approved by the Council), or current.

**Budgetary Basis** - This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

**Budget Calendar** - The schedule that is followed in preparing, adopting, and administering a budget.

**Budgetary Control** - The control or management of an organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenue.

**Budgetary Fund** – Any of the primary tax-supported funds:

- GSD General Fund (10101),
- USD General Fund (18301),
- GSD Debt Service Fund (20115),
- USD Debt Service Fund (28315),
- GSD Schools Operating Fund (35131), and
- Schools Debt Service Fund (25104).

The sum of their expenditures, less transfers between them, is usually cited as the total size of the budget.

**Budget Message** - The Mayor's message generally explaining the budget, describing its important features, outlining proposed financial policies, and explaining the reason for significant budgetary changes. This may take the form of a letter, speech, or presentation.

**Budget Method** – A code that presents whether and how Metro budgets each fund. Common codes are:

- ANN – Annually budgeted governmental (except capital projects), enterprise, and internal service funds with a fiscal year that is the same as Metro's July 1 – June 30 standard.
- MYB – Multi-year budgeted funds, often grants, whose fiscal year crosses Metro's July 1 – June 30 standard fiscal year and which typically are not included in this document.
- NOB – Other funds whose spending is authorized by something other than the operating budget.

**Budget Ordinance** - The legal document that sets the annual operating budget for a fiscal year.

**Budgeted Positions** - The number of full- and part-time positions funded in June, plus the number of seasonal positions funded at any time in the fiscal year.

**Budget Projection** - A projection of revenues and/or expenditures for the coming fiscal year(s).

**Business Unit** – Generally, an eight-digit code that describes an organizational, programmatic, or service unit within a department and fund.

**CAFR (Comprehensive Annual Financial Report)** - The audited annual financial report of the government, showing financial position and results of operations for the fiscal year, along with schedules detailing other financial matters. The CAFR is prepared in accordance with governmental GAAP, so it is not strictly comparable to the budget ordinance.

**Capital Budget** - A plan of proposed capital outlays and the means of financing them. Metro's Capital Improvements Budget (CIB) is compiled by the Finance Department and Planning Commission, and approved by the Mayor and Council. It is only a planning document and does not authorize expenditures on its own.

**Capital Improvements** – Expenditures that are related to the acquisition, expansion, or rehabilitation of an element of the physical plant of the government; sometimes referred to as infrastructure.

**Capital Outlays** - Expenditures for the acquisition of capital assets such as heavy equipment, machinery, buildings, etc.

**Capital Spending Plan** – The annual process of selecting and funding a package of specific capital projects to be authorized by the Council.

**Capital Program** - A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

**Certified Tax Rate** – After reappraisal, the property tax rate that equates total current property tax revenues to those of the previous year's receipts plus normal growth. TCA 67-5-1701 provides that reappraisals cannot by themselves increase Metro's revenues. So, for years in which a reappraisal is implemented, the certified rate forms a basis for gauging the amount of any tax increases. This assures that tax increases are not hidden within post-reappraisal tax rates, but will be known to the public. The certified rate is calculated using state forms and guidelines, and is approved by the state Board of Equalization and the Council.

**CBER** - The University of Tennessee's Center for Business and Economic Research, which has assisted the Department of Finance in forecasting certain revenues for the budget.

**CBO** - The federal Congressional Budget Office.

**Class Code** - A code number assigned to positions within the city's classification and compensation plan.

## Appendix 2: Glossary

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**Commercial Paper** - a form of **note** (q.v.) with generally a shorter term and more flexible terms of issuance and payment.

**Component Unit** – An organization that is legally separate from Metro, but for whom Metro has the ultimate financial responsibility (i.e. if there was financial trouble, Metro would have to step in). They are not generally presented as part of the overall Metro budget, either in the budget ordinance or in this book. Component units include:

- Nashville District Management Corporation
- Sports Authority
- Metropolitan Development and Housing Agency (MDHA)
- Electric Power Board (Nashville Electric Service, NES)
- Metropolitan Transit Agency (MTA)
- Nashville Thermal Transfer Corporation
- Metropolitan Nashville Airport Authority
- Metropolitan Nashville Hospital Authority (General and Bordeaux Hospitals)
- Emergency Communications District
- Industrial Development Board

More information on these component units is available in Note 1 of the CAFR.

**Constant or Real Dollars** - The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain past point in time.

**Contingency Account** - Funds set apart to provide for unforeseen expenditures or for anticipated purposes of uncertain amounts.

**Contingency for State, Federal, or Other Reimbursable Program Funds** – An account in the budget ordinance that allows transfer of new, unbudgeted grant and other reimbursable funds into General Fund departments' budgets without separate Council appropriation. It is budgeted in expenditure account 01101299.590000 and offset by estimated revenue in revenue object Account 406100.

**Continuation Budget** - A budget at a level of funding required to maintain current service levels during the coming year.

**Cost** – The amount of resources required for a business program, product, activity or service to produce an output, regardless of where the resources are accounted for.

**Direct costs** can be identified specifically with a particular final cost objective (e.g. direct service, program or product), and usually appear in the budget of the program that provides the product or service. **Indirect costs** are incurred for a common or joint purpose benefiting more than one cost objective (e.g. direct service, program or product), but are not readily assignable to the cost objectives specifically benefited; they may be found elsewhere in the budget of the department that provides the product or service, or in the budgets of other departments that support that department. **Full cost** or **total cost** is comprised of the allowable direct cost of the program, plus its allocable portion of allowable indirect costs, less applicable credits.

**Cost Allocation Plan** - The documentation that identifies, accumulates, and allocates or develops billing rates based on the allowable costs of centralized services. The costs of these services may be allocated or billed to users or funding sources (such as grantors). A departmental cost allocation plan allocates a department's central costs to its programs. A local government cost allocation plan, or LOCAP, allocates the costs of central governmental units to other departments and agencies within the government that the central units serve.

**Current Year** - The fiscal year in progress.

**Debt Service** - (1) Repayment of principal and interest on outstanding debt (bonds, notes, and commercial paper). (2) The amount of money required for such repayments.

**Debt Service Fund** - A fund established to account for the accumulation of resources for, and the payment of, debt service.

**Deficit** - (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues (or, in for proprietary funds, the excess of expense over income) during a fiscal period.

**Department** - The highest organizational and administrative unit with overall management responsibility for goals, objectives, divisions, operations, programs, and activities within a functional area. The word generally includes boards, commissions, agencies, and elective offices.

**Direct Cost** – see **Cost**.

**EBS** – The government's integrated financial and administrative computer system. EBS encompasses most budgeting, accounting, purchasing, payroll, human resources, and benefit activities for Metro.

**Encumbrances** - The commitment of appropriated funds to an unperformed contract for goods or services. It is an estimate of the expenditures that will result when the contracts are completed.

**Enterprise Fund** - A fund established to account for a business-like operation in which services are provided to non-Metro customers for a fee. Such fees or user charges cover most or all costs of the fund. Examples include the Convention Center Fund and the Farmers' Market Fund. See also **internal service fund**.

**Estimated Revenue** - The amount of revenue that is projected to be collected during the fiscal year.

**Expenditures** - Decreases in net financial resources. Expenditures include current operating expenses that require the current or future use of net current assets, debt service, and capital outlays. This term designates the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, provision for debt retirement not reported as a liability of the fund from which retired, and capital outlays.



## Appendix 2: Glossary

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**Final Budget** - The budget appropriations approved by the Council, usually based on:

- The Mayor's recommended budget, or
- A substitute budget containing changes to the Mayor's budget and replacing that budget, and/or
- Amendments to one of the above.

Accounting statements in the CAFR prepared pursuant to GASB Statement 34 call this the "original budget."

**Fiscal Year** - A twelve-month period of time to which the budget applies and at the end of which a governmental unit determines its financial position and the results of its operations. The Metro and state fiscal years begin July 1 and end June 30; the federal fiscal year runs October 1 to September 30.

**Four Percent Reserve Fund** - see **general fund reserve fund**.

**Fringe Benefits** - Benefits to employees paid by Metro in addition to salaries, including Social Security (FICA), pension, life insurance, health insurance, workers compensation, and unemployment compensation. Benefit costs for active employees are included in the departments' operating budgets, while other benefits in the general funds are grouped in the Employee Benefit accounts.

**Full-Time Equivalent (FTE)** - A measure of effective authorized positions, indicating the percentage of time a position or group of positions is funded. For an individual position, 1.00 FTE is usually equal to 2,080 hours of work per year. FTE takes into account the number of hours per week and portion of the year the position is funded.  $FTE = (\text{hours worked per week} / 40) \times (\text{months funded} / 12)$ . A year-around full-time position has an FTE of 1.00. A full-time position funded for 6 months (1/2 year) has an FTE of 0.5, as does a 20-hour-per-week year-around position.

**Function** - A group of Metro departments that performs similar activities or delivers like services (e.g., the Law Enforcement function includes the Sheriff and Police Departments).

**Fund** - A set of interrelated accounts to record revenues and expenditures associated with a specific purpose. A fund has its own revenues, expenditures, assets, liabilities, and equity (fund balance). In Metro, revenues and appropriations cannot be transferred between funds during the fiscal year.

**Fund Balance** - A term used to express the equity (assets minus liabilities) of governmental fund types and trust funds. A fund balance is the excess of cumulative revenues and other sources of funds over cumulative expenditures and other uses of funds.

**GAAP (Generally Accepted Accounting Principles)** - Nationally-recognized uniform principles, standards, and guidelines for financial accounting and reporting, governing the form and content of many financial statements of an entity. GAAP encompasses the conventions, rules, and procedures that define accepted accounting principles at a particular time, including both broad guidelines and detailed practices and procedures. Governmental GAAP is determined by the Governmental

Accounting Standards Board (GASB) and, to a lesser extent, by the Financial Accounting Standards Board (FASB), the American Institute of Certified Public Accountants, and other professional organizations.

**GAGAS (Generally Accepted Governmental Auditing Standards)** - Standards for conducting governmental audits as determined by the latest revision of the booklet *Government Auditing Standards* (the "yellow book") published by the Comptroller General of the United States through the GAO.

**GAO** - The federal General Accounting Office.

**GASB (Governmental Accounting Standards Board)** - The oversight body that establishes governmental GAAP, equivalent to the private-sector FASB.

**General Fund** - The general operating funds are used to account for all resources except those required to be accounted for in another fund. Metro has separate general funds for the General Services District and the Urban Services District.

**General Fund Reserve Fund (Four Percent Reserve Fund)** - A capital projects fund for relatively small or short-lived capital expenditures. Four percent of the gross original GSD general fund revenue is deposited into this fund. These funds are appropriated by resolution in the capital spending plan for the purchase of equipment or repairs for any department funded by the GSD General Fund.

**General Obligation (GO) debt** - Bonds and notes used to borrow money, backed by the full faith, credit, and taxing power of the Metropolitan Government. Compare to **Revenue Debt**.

**Governmental Fund** - A fund used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities -- except those accounted for in proprietary funds and fiduciary funds. Governmental funds include general, special revenue, debt service, and capital projects funds.

**Grant** - A contribution by a government or other organization, generally to support a particular program or activity. Any receipts from any state or federal agency and certain non-profit organizations are considered grants unless specifically excluded by the Division of Accounts.

**Grant Match** - Costs or in-kind services required to match grantors' shares of grant program costs.

**GSD (General Services District)** - All of Davidson County. See also **Services Districts**.

**Holiday Bonus** - See **Longevity**.

**Impoundments** - Executive decisions not to spend (obligate or expend) monies budgeted and appropriated by the Council. There are two types of impoundments.

- **Administrative impoundments** are simple unallotments of funds; the funds remain in the department's appropriation but are not available for expenditure.

## Appendix 2: Glossary

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- **Charter impoundments** are actual reductions of budget appropriations in accordance with §6.09 of the Charter.

**Independent Audit** - An audit conducted by auditors who are independent of the government. The annual audit is conducted by one or more public accounting (CPA) firms.

**Indirect Costs** - Indirect costs are those (a) incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to the cost objectives specifically benefited. See **Cost**.

**Infrastructure** - The basic installations and facilities necessary for the continuance and growth of the city, such as roads, schools, transportation, utility, and similar systems.

**Internal Service Fund** - A fund established to finance and account for goods and services furnished by one department to another department on a cost reimbursement basis so that the original fund capital remains intact. Examples include the Fleet Management and the Information Technology Services funds.

**Lapse** - The automatic termination of an appropriation. Except for indeterminate or continuing appropriations, or as otherwise provided by law, any unexpended balance of an appropriation lapses and the authority to spend ends at the end of the fiscal year.

**Levy** - In reference to the budget as a whole, either the total amount of taxes due, or (sometimes) the tax rate. In reference to a specific piece of property, the amount of tax due on that property.

**Liability** - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. The term does not include encumbrances.

**Line-Item Budget** - A budget that is presented entirely or primarily based on objects of expenditure. The Metro budget ordinance and supporting detail are prepared on a line-item basis.

**Line of Business** – a group of programs with a common purpose that produce key results for citizens.

**LOCAP** – See **Cost Allocation Plan**.

**Longevity** - Monetary payments to Metro employees who have been in the employment of Metro for a minimum of five years. Per resolution RS2001-642, these payments range from a minimum of \$110 after five years of service to a maximum of \$935 for twenty or more years.

**Long-Term Debt** - Debt that matures more than one year after it is issued.

**Mayor's Recommended Budget** - The budget proposed to the Council by the Mayor.

**Measures** - Statistical or workload data that quantifies the activities, outputs, or outcomes of program activities and expenditures.

**Mission** - A clear, concise purpose for an entire agency, focusing on the broad yet distinct results that it will achieve for its customers.

**Modified Accrual Basis** - The basis of accounting in which revenues are recognized when they become both measurable and available to finance expenditures of the current period, and expenditures are recognized when incurred, i.e., when the related fund liability is incurred except for:

- inventories of materials and supplies which may be considered expenditures either when purchased or used;
- prepaid insurance and similar items which need not be reported;
- accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements;
- interest on special assessment indebtedness which may be recorded when due rather than accrued, if approximately offset by interest earnings on special assessment levies; and
- principal and interest on long-term debt which are generally recognized when due.

All governmental funds and expendable trust funds are accounted for using modified accrual accounting; internal service and enterprise funds utilize full accrual accounting similar to that found in private sector businesses. The CAFR has more information on this subject and its use in Metro.

**MSA (Metropolitan Statistical Area)** - A group of relatively freestanding but socially and economically linked metropolitan area counties, usually as a central city surrounded by non-metropolitan counties. The Nashville MSA included Davidson, Cheatham, Dickson, Robertson, Rutherford, Sumner, Williamson, and Wilson Counties. The new Nashville-Davidson-Murfreesboro MSA, designated by the federal Office of Management and Budget, adds Macon, Trousdale, Smith, Cannon, and Hickman counties.

**Note** – A form of debt that is shorter in term than bonds, and often used for short-term capital project financing in anticipation of a future bond package with terms more advantageous for the government. TCA 9-21-505 provides that, “notes shall be issued for a period not to exceed two (2) years from the date of issue; provided, that with the approval of the state director [of local finance] the notes may be extended or renewed for not more than two (2) additional periods not exceeding two (2) years each.”

**Object Account** – A code that describes a specific expenditure or revenue item.

## Appendix 2: Glossary

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**Objective** - A desired specific output-oriented accomplishment that can be achieved within a given time frame. Its achievement advances both the activity and organization toward a corresponding goal.

**OMB** – Office of Management and Budget, a unit of the Metro Department of Finance. When modified by the word “federal”, a unit of the executive branch of the United States government.

**OMB Circular A-87** - The federal OMB circular that describes allowable and unallowable costs for calculation of federal grant costs.

**OMB Circular A-128** - The federal OMB circular that describes the procedures for audits of grants under the Single Audit Act.

**Open Position** – See **Vacant position**.

**Operating Budget** - A plan of current expenditures and the proposed means of financing them. The annual operating budget is the primary means to control most of the financing, spending, and service delivery activities of a government. The use of annual operating budgets is required by §6.01 of the Charter.

**Ordinance** – Legislation that is approved on three readings by the Council and signed by the Mayor.

**Original revenues** - The revenues from which 4% is transferred to the General Fund Reserve Fund (Four Percent Reserve Fund). This includes all revenues to the GSD General Fund except transfers, interdepartmental payments and receipts, federal and state financial assistance (except Medicaid and Medicare payments), and compensation for loss, sale, or damage to property.

**Overdraft** - The amount by which requisitions, purchase orders, or audited vouchers (i.e., expenditures and encumbrances) exceed the current allotment to which they are chargeable. This creates a negative balance in the unencumbered allotments.

**Part-time Employee** - For the purpose of budgeting, a part-time employee is any employee who regularly works less than 40 hours per week. This interpretation differs from that used by the Employee Benefit Board (less than 20 hours per week) or the Personnel Department (less than 32 hours).

**Pay Plan** - A schedule of each classification used by the Civil Service Commission, along with the pay grades, rates, ranges, and longevity-based steps for each class.

**Performance Budget** - A budget that focuses on activities rather than line items. Expenditures are related to workload and performance measures to assess the efficiency of services, and budget decisions incorporate measurable performance of activities and work programs. A performance budget may also incorporate other bases of expenditure classifications, such as character and object class, but these are given a subordinate status to activity performance.

**Performance Indicators** - Specific quantitative measures of a division's, program's, or activity's work

performed or results obtained toward meeting an objective. They measure demand, workload, efficiency, effectiveness, quality, achievement, or outcomes.

**Position** - A tracking unit representing the authority to hire an employee. May be full-time (funded all day every workday), part-time (funded less than all day every workday), or seasonal (full- or part-time for only a portion of the year, with that portion recurring year after year).

**Position Headcount** - The number of authorized positions funded by a budget. As used in Metro budgeting, this is the sum of positions that are:

- Full-time and funded in June, plus
- Part-time and funded in June, plus
- Seasonal, regardless of months funded.

**Prior Year** - The fiscal year immediately preceding the current year.

**Prior-Year Encumbrances** - Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments.

**Product** - A countable deliverable that a customer receives from the agency. It is something that one or more customers receive, not processes the agency does. “Circulating library books” is a process; a library book checked out is a product; “library book check-outs” is an output or demand measure of what is delivered to customers.

**Program** - A group of products with a common purpose or result.

**Program Budget** - A budget where expenditures are based primarily on programs of work related to the goals and objectives of an organization, and secondarily on character and object.

**Property Tax** - An ad valorem (value-based) tax levied on real and personal property according to the property's assessed valuation and the tax rate.

**Reappraisal** - A county-wide revaluation of real property based on current market values. See **Certified Tax Rate**.

**Reserve** - An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for further appropriation or expenditure.

**Result** - A benefit or impact that the customer and citizen experiences as a result of receiving an agency's products or deliverables. Results promote accountability.

**Results Matter** – A Metro-wide initiative to create and support both managerial systems (budgeting, performance evaluation, etc.) and an organizational culture focused on the results delivered to customers. This “managing for results” system enables Metro government to talk about the results it delivers, the products it produces to achieve those results, and the cost of delivering those results.

**Revenue** - Funds that the government receives as income to support expenditures.

# Appendix 2: Glossary

**Revenue Code** - A numerical code used to break down revenues into definable areas such as taxes, licenses, user fees, etc.

**Revenue Debt** - Bonds and notes used to borrow money, backed only by certain revenues (usually from the project built with proceeds from the debt) and not the full faith and credit of the government.

**Revenue, Nonrecurring** - Revenues that are not expected to repeat over time, and generally should not be used to support ongoing expenditures.

**Satellite Cities** – The seven smaller cities and towns totally or partly in Davidson County that were incorporated prior to Metro being formed in 1963. These smaller cities receive some Metro county-wide GSD services, but also provide their own city services instead of or in addition to GSD services (see table below). Their citizens pay the GSD property tax rate plus any rate set by the satellite city. The information presented in this book does not include any revenues, expenditures, or services of the satellite cities themselves.

## Services Districts



**Note: The Opryland area returns to the USD in FY 2005 (tax year 2004)**

**Services Districts** – The two districts established by state law and the Charter for budgeting and administering services within the Metro Government. The General Services District (GSD) is all of Davidson County. The Urban Services District (USD) is the former City of Nashville plus annexed areas within the GSD, it receives more services in return for paying a higher property tax rate. In the map, the USD is the large darker-shaded area within the GSD.

Satellite City	Zoning	Building permits	Streets	Trash Collection	Brush / Chipper	City Court	Police	Fire	Parks & Recreation	Utilities	Tourism	2004 City Property Tax Rate
Ridgetop	.	.	.	.	.	.	.	.	.	.	.	\$ 0.85
Goodlettsville	.	.	.	.	.	.	.	.	.	.	.	0.66
Lakewood	.	.	.	.	.	.	.	.	.	.	.	-
Berry Hill	.	.	.	.	.	.	.	.	.	.	.	-
Oak Hill	.	.	.	.	.	.	.	.	.	.	.	-
Forest Hills	.	.	.	.	.	.	.	.	.	.	.	-
Belle Meade	.	.	.	.	.	.	.	.	.	.	.	0.35

"\*" means the satellite city reported that it provides some level of this service.

This table is not a legal document. Metro makes no representations as to the accuracy of this information; it is not guaranteed and is subject to change or correction without notice. Contact each city for information about its budget, taxes, and the services it provides.

**Single Audit Act** - The federal law requiring a comprehensive government-wide audit of all federal financial assistance. In Metro, this is performed as an integral part of the annual independent audit.

**Special Revenue Fund** - A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes. Examples are the Schools General Purpose Fund (35131) and the General Fund Four Percent Reserve Fund (30003).

**Stakeholder** - Any person or entity that has an interest in the activities or objectives of an organization, including such groups as citizens, customers, suppliers, and regulators.

**Strategic goal** – A significant result to be achieved by an agency over the next two to five years.

**Structural Balance** - The situation in which recurring revenues are sufficient to finance expected expenditures for the foreseeable future.

## Appendix 2: Glossary

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**Subledger** – An optional additional level of detail for account codes. It is typically used to identify a revenue source or the fund number of an interfund transfer. For example, the number of the resolution that approved a grant might be entered as the subledger for the grant revenue account code.

**Subsidiary** - An optional additional level of detail for account codes. It is used to add more detailed information below the object account level.

**Supplemental Appropriation** - A resolution appropriating funds (increasing budget authority) above and beyond previously-approved levels.

**Target Budget** - A budget built by adjusting detailed budget items to a departmental total, instead of building the total budget by adding together detailed line-item projections.

**Tax Levy** - The total tax dollars assessed on property, calculated by multiplying the tax rate per one hundred dollars by the tax base. The term can also refer to the tax rate itself.

**TCA** - Tennessee Code Annotated; state law.

**Transfer, Budget** - A transfer of an unused portion of an appropriation to another purpose or activity within a department's budget.

**Transfer, Operating** - All interfund transfers other than residual equity transfers (which are nonrecurring or non-routine transfers of equity between funds), quasi-external transactions, reimbursements, loans, or advances. The typical operating transfer is a legally authorized transfer from a fund receiving revenue to another fund through which the resources are to be expended. The budget treats this as if it were an expenditure of the first fund and revenue to the second.

**Unencumbered Allotment** - also **unencumbered balance**. That portion of an allotment not yet expended or encumbered. The focus of budgetary control, as §6.08 of the Charter provides that, "... no expenditure shall be made or encumbrance created, but in pursuance of an allotment, and within the otherwise unencumbered balance of such allotment."

**Unencumbered Appropriation** - That portion of an appropriation not yet expended or encumbered.

**Unexpended Allotment** - That portion of an allotment not yet expended.

**Unexpended Appropriation** - That portion of an appropriation not yet expended.

**Unreserved Fund Balance** - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

**USD (Urban Services District)** - The former City of Nashville plus annexed areas, which receive more services in compensation for paying a higher property tax rate. See also **Services Districts**.

**Vacant Position** - A position that is active (available and funded) but unoccupied.

**WeBudget** – The Metropolitan Government's web-based intranet budget preparation system.

**Working Capital** – A financial measure which represents the amount of day-by-day operating liquidity available to the government.

# Appendix 3: The Law and the Budget

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Many of the government's financial affairs are set by the Metropolitan Charter and other laws, resolutions, and rules. Budget-related sections of some of those documents are reproduced below, beginning with Article 6 of the Charter. Other sections of the Charter and laws may delegate finance-related powers and responsibilities to other departments. Text in *italics* summarizes certain long sections.

## METROPOLITAN CHARTER ARTICLE 6. THE BUDGETS AND FINANCIAL MATTERS

**Section 6.01. Fiscal Year.** -- The fiscal year of the metropolitan government shall begin on the 1st day of July of each year and shall end on the 30th day of June next following. Said fiscal year shall constitute the budget year and the year for financial accounting and reporting of each and every office, department, institution, activity and agency of the metropolitan government; but the aforesaid provision shall be in addition to, and not in lieu of, any accounting and reporting required of any official or agency by state or federal laws.

**Section 6.02. Preparation of Annual Operating Budget.** -- The director of finance shall obtain from all officers, departments, boards, commissions and other agencies for which appropriations are made by the metropolitan government, or which collect revenues for such government, such information as shall be necessary for him to compile the annual operating budget; and it shall be the duty of all such officers, departments, boards, commissions and agencies to furnish the director such information as he may require at such time or times and in such form as the director may prescribe.

Not later than five months prior to the end of each fiscal year, said director shall distribute to each of the agencies identified in the preceding paragraph all forms necessary for the preparation of the operating budget for the succeeding fiscal year. Such forms shall be returned to the director with the information desired not later than two months prior to the end of the current fiscal year. On the basis of the information so received and otherwise secured by him, said director shall prepare and transmit to the mayor a proposed operating budget for the next fiscal year of the kind and scope set forth in section 6.03 hereof. In preparing the proposed budget, the director may revise, as he may deem necessary, the estimates or requests made by the various officers, departments, boards, commissions and agencies, but any such agency shall be entitled to a hearing before the director with reference to any contemplated changes in its budget requests or estimates.

**Section 6.03. Scope of the Annual Operating Budget.** -- Section I of the annual operating budget shall apply only to the general services district and shall deal with those services and functions appertaining to the general services district as set out by this charter, or by ordinance of the council.

Section II of the annual operating budget shall apply only to the urban services district and shall deal with those services and functions appertaining to such urban services district as set out in this charter, or by ordinance of the council.

Each of the above described sections of the annual operating budget shall contain with respect to each of the operating funds of the metropolitan government to which they are applicable:

(a) An estimate of the unencumbered fund balance or deficit at the beginning of the ensuing fiscal year, and the amount of any reserves for designated purposes or activities includable in the operating budget.

(b) A reasonable estimate of revenues to be received during the ensuing year, classified according to source; but the estimated revenues from current and from delinquent property taxes shall not exceed the percentage of the total receivable from each such source collected during the last completed fiscal year; or the current fiscal year.

(c) Proposed expenditures for each organizational unit and activity in accordance with the established classification of accounts, including those capital outlays which are to be financed from the revenues of the ensuing year, and including all debt service requirements in full for such fiscal year payable from such fund.

In no event shall the total proposed expenditures from any fund exceed the total anticipated revenues plus the estimated unappropriated surplus, or fund balance, and applicable reserves and less any estimated deficit at the end of the current fiscal year.

**Section 6.04. Review and Revision of Operating Budget by Mayor. Submission to Council. Budget as Public Record. Distribution of Copies.** -- The mayor shall review the operating budget submitted to him by the director of finance, and may make any revisions in such budget as he may deem necessary or desirable, before it is submitted to the council for consideration.

Not later than March 25<sup>th</sup>, the mayor shall submit to the metropolitan council the operating budget as approved by him in the form and with the contents specified in section 6.03 hereof, together with a message explaining such budget, describing its important features, and outlining the proposed financial policies of the metropolitan government for the ensuing fiscal year and setting forth the reasons for any significant changes in policy or budgetary allocations. The mayor shall promptly cause copies of the budget and budget message to be prepared for distribution to interested persons, and a summary of the budget shall be published in each of the daily newspapers in the area of the metropolitan government. The operating budget, as well as the capital improvements budget hereinafter provided for, the budget message, and all supporting schedules shall be public records in the office of the

# Appendix 3: The Law and the Budget

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metropolitan clerk and shall be open to public inspection.

**Section 6.05. Hearings by Council.** -- After the council shall have passed the budget ordinance on first reading, it shall hold hearings on the proposed operating budget, as well as on the capital improvements budget as provided in section 6.13 hereof, but the hearing on the capital improvements budget shall be heard prior to those on the proposed operating budget, and the hearings on either budget may be adjourned from time to time. Budget hearings shall be advertised in a daily newspaper of general circulation published in the area of the metropolitan government at least seven days prior to the date or dates set for the beginning of such public hearings.

**Section 6.06. Action by Council on Operating Budget.** -- After the conclusion of the public hearings, the council may amend the operating budget proposed by the mayor except, that the budget as finally amended and adopted must provide for all expenditures required by law or by other provisions of this charter and for all debt service requirements for the ensuing fiscal year as certified by the director of finance. Neither shall the council alter the estimates of receipts or other fund availability included in the budget document except to correct errors and omissions, in which event a full explanation shall be spread on the minutes of the council. In no event shall the total appropriations from any fund exceed the estimated fund balance, reserves, and revenues, constituting the fund availability of such fund.

The council shall finally adopt an operating budget for the ensuing fiscal year not later than the 30th day of June, and it shall be effective for the fiscal year beginning on the following July 1st. Such adoption shall take the form of an ordinance setting out the estimated revenues in detail by source and making appropriations according to fund and by organizational unit, purpose or activity as set out in the budget document. If the council shall fail to adopt a budget prior to the beginning of any fiscal year, it shall be conclusively presumed to have adopted the budget as submitted by the mayor.

A copy of the adopted budget, certified by the metropolitan clerk, shall be filed in the office of the director of finance.

The amount set out in the adopted operating budget for each organizational unit, purpose or activity shall constitute the annual appropriation for such item, and no expenditure shall be made or encumbrance created in excess of the otherwise unencumbered balance of the appropriation, or allotment thereof, to which it is chargeable. This shall not preclude the impoundment of funds or additional appropriations as provided herein.

**Section 6.07. Property Tax Levies.** -- The council shall levy an annual tax on real and personal property and merchants' ad valorem in the general services district, and the tax levy ordinance shall be the

next order of business of the council after the adoption of the operating budget. The tax rate set by such ordinance shall be in two (2) parts; the general tax rate and the school tax rate.

The general tax rate set by such ordinance shall be such that a reasonable estimate of revenue from the levy shall at least be sufficient, together with other anticipated revenues, fund balances, and applicable reserves, to equal the total amount appropriated with the exception of the amount appropriated for schools and to provide in addition, a reasonable amount of working capital for each of the several funds.

The school tax rate set by the ordinance shall be such that a reasonable estimate of revenue from the levy shall at least be sufficient, together with other anticipated revenues, fund balances, and applicable reserves, to equal the total amount appropriated for schools and to provide in addition, a reasonable amount of working capital.

After the council has approved the annual operating budget of the urban services district, said council shall determine and declare the amount of revenue which must be produced from a tax levy upon the real and personal property and merchants' ad valorem within the urban services district. The urban council shall thereupon convene and it shall have a mandatory obligation by resolution to levy a property tax adequate with other available funds to finance the budget for urban services, as determined by the council; subject, however, to the requirements of section 1.04 of this Charter with respect to the tax on property in the newly annexed areas.

The willingness and ability of citizens to bear the burden of tax increases should always be considered. Therefore, notwithstanding any provisions above, real property tax rates shall not exceed the maximum rates approved by the voters of the county in a referendum. Such referendum may be authorized either by the Mayor or by a majority vote of the Council no more than once each calendar year pursuant to Tennessee Code Annotated Section 2-3-204. The referendum shall read "The maximum real property tax rates for Davidson County shall be increased to:" followed by a list of rates. Voters shall be provided the two choices of FOR and AGAINST. The real property tax rates in effect as of November 7, 2006 shall be the maximum rates allowed until the first referendum occurs.

**Section 6.08. Allotments of Appropriations.** -- All appropriations contained in the current operating budget shall be allotted by the director of finance on a quarterly basis, and it shall be his duty to make such allotments promptly at the beginning of each quarter of the fiscal year. Such allotments shall be based upon estimated needs, and in the determination of such need the director of finance may require all spending agencies to submit allotments requests on such forms as he may prescribe. Such allotments shall constitute authorizations for expenditure or encumbrance, and no expenditure shall be made or

## Appendix 3: The Law and the Budget

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encumbrance created, but in pursuance of an allotment, and within the otherwise unencumbered balance of such allotment.

**Section 6.09. Impoundment of Funds.** -- Upon certification of the director of finance that the revenues or other resources actually realized with respect to any fund are less than was anticipated and are insufficient to meet the amounts appropriated from such fund, it shall be the duty of the mayor to impound such appropriations as may be necessary to prevent deficit operation.

**Section 6.10. Additional Appropriations.** -- The metropolitan council may make appropriations in addition to those contained in the current operating budget, at any regular or special meeting called for such purpose, but any such additional appropriation may be made only from an existing unappropriated surplus in the fund to which it applies.

**Section 6.11. Transfer of Appropriations.** -- On request of any department head, and with his consent, the mayor may transfer the unencumbered balance of any appropriation, or any portion thereof, for any purpose or activity to the appropriation for any other purpose or activity within the same department, but the same shall not be available for encumbrance or expenditure until it shall have been allotted by the director of finance.

At the request of the mayor, but only at the end of any quarter of the fiscal year, the council may by resolution approved by a majority of the membership of the council transfer the unencumbered balance of any appropriation, or any portion thereof, to another appropriation within the same section of the budget and within the same fund. However, the council shall not make transfers of appropriations at any time between the general services district and the urban services district, or transfer moneys from any operating fund to another fund. Provided, however, that this stipulation shall not apply to the discharge of obligations existing between governmental agencies financed from one fund and those financed through another fund, nor to the transfer of moneys from operating funds to agency or trust funds covering collections to be expended through such agency or trust funds, nor to the transfer of the unappropriated surplus in bond funds to the debt service funds set up to retire such bond, nor to such other transfers between funds as may be authorized by law.

**Section 6.12. Lapse of Appropriations.** -- All unencumbered balances of appropriations in the current operating budget at the end of the fiscal year shall lapse into the unappropriated surplus or reserves of the fund or funds from which such appropriations were made.

**Section 6.13. Capital Improvements Budget.** -- The director of finance shall obtain annually from all officers, departments, boards and commissions and other agencies requesting funds from the metropolitan government for capital improvements, such information as the planning commission shall require

to enable it to prepare the capital improvements budget. This data shall be delivered to the planning commission not later than four months prior to the end of the fiscal year. The capital improvements budget shall include a program of proposed capital expenditures for the ensuing fiscal year and the next five fiscal years thereafter, accompanied by the report and recommendations of the metropolitan planning commission with respect to the program. Section I of the capital improvements budget shall present proposed general services district projects. Section II shall present proposed urban services district projects. The mayor shall submit the capital improvements budget to the council not later than May 15th and shall recommend those projects to be undertaken during the ensuing fiscal year and the method of financing them, noting the impact on the debt structure of the metropolitan government and shall include in the appropriate current operating budget any projects to be financed from current revenues for the ensuing fiscal year.

The council shall have power to accept, with or without amendment, or reject, the proposed program and proposed means of financing. The council shall not authorize an expenditure for the construction of any building, structure, work or improvement, unless the appropriation for such project is included in its capital improvements budget, except to meet a public emergency threatening the lives, health or property of the inhabitants, when passed by two-thirds vote of the membership of the council. The capital improvements budget must be acted upon finally by the council not later than the 15th day of June following its submission.

The mayor may submit amendments to the capital improvements budget at any time during the year, accompanied by the recommendation thereon of the planning commission, which amendments shall become effective when adopted by a two-thirds vote of the membership of the council.

**Section 6.14. General Fund Reserve.** -- From all original moneys collected during any year, before making a budget ordinance, there shall be deducted four (4%) percent of the gross amount of the general fund revenue of the general services district, which sum shall be placed in an account to be known as the general fund reserve and shall be kept separate and apart from other funds of the metropolitan government.

The mayor and council may by resolution make appropriations from said funds for the purchase of equipment for any department of the metropolitan government or for repairs to any building owned by any department of the metropolitan government; provided, however, that no appropriations shall be made from this fund to any department not deriving its operating funds from the general fund budget.

From all moneys collected during any year, and after making provisions for the four (4%) percent of the gross amount of the general fund revenue that shall establish the general fund reserve of the metropoli-



# Appendix 3: The Law and the Budget

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tan government, there shall be next provided a sufficient amount, not to be less than fifty thousand (\$50,000) dollars, to be placed in and constituted the metropolitan government advance planning and research fund for the use of the metropolitan planning commission of the metropolitan government in the preparation, in advance, of plans for capital projects, and for the making of such studies and the doing of such research as is by the metropolitan planning commission deemed necessary in the performance of the duties and responsibilities given it by the Metropolitan Charter and general law. No expenditures shall be made from said fund except by resolution of the metropolitan planning commission, and in no case shall expenditures be made there from for the payment of budgetary items or matters not concerned with research and advance planning. The resolution of the metropolitan planning commission as to capital projects shall precisely define the projects concerned and amounts expended in the planning of such projects shall be provided for in the financing of construction of same and, upon the commencement of construction, the metropolitan government advance planning and research fund shall be repaid those sums and moneys expended from it in the advanced planning of such project. From all moneys collected during any year, and after the making of provision for the four (4%) percent of the gross amount of the metropolitan government's general fund revenue flowing into the general fund reserve of the metropolitan government, there shall next be provided a sufficient amount, as of the first day of each fiscal year, to bring the unencumbered balance on hand in the metropolitan government advance planning and research fund created herein to the minimum sum of fifty thousand (\$50,000) dollars.

By ordinance, the council may create a contingent reserve fund not to exceed four (4%) percent of the general fund revenue of the urban services district. The mayor and council may by resolution make appropriations from said fund for the purchase of equipment for any department of the metropolitan government or for repairs to any building owned by any department of the metropolitan government which equipment or buildings are used primarily for the furnishing of services herein defined as urban services; provided, however, that no appropriations shall be made from this fund to any department not deriving its operating funds from the general fund of the urban services district current operating budget.

**Section 6.15. Post Audit.** -- The council shall provide annually for an independent audit of the accounts and other evidences of financial transactions of the metropolitan government and of its every department, office and agency. The audit shall be made by an accountant or an accounting firm, the members of which have no personal interest, direct or indirect, in the fiscal affairs of the metropolitan government or of any to its departments, offices, or agencies. The designated accountant shall be a certified public accountant, or, if an accounting firm is employed, the members thereof shall be so certified and thoroughly qualified by training and

experience in governmental accounting to perform the audit.

The independent audit shall be made by a firm chosen by a three member audit board. This board shall consist of the presiding officer of the council, the chairman of the finance committee of the council, and the chairman of the metropolitan board of education.

The audit may be conducted on a quarterly or continuing basis and the final report of the annual audit shall be completed as soon as practicable after the close of the fiscal year, and in no event later than four months after the close of the fiscal year. The audit report shall be available to the public and to the press.

The council may at any time order an examination or special audit of any department, office or agency of the government.

## ARTICLE 5 - METROPOLITAN COUNTY MAYOR & VICE-MAYOR

**Section 5.04. Mayor's veto power; veto of items in appropriations and budget.** -- ...The mayor, while approving other portions of an ordinance, may reduce or disapprove the sum of money appropriated by any one or more items, or parts of items, in any ordinance appropriating money, except for debt service, employee benefits, or independent audits, such power to be exercised with return of the ordinance to the council within the time prescribed for disapproval of ordinances generally, accompanied by written explanation of the reasons for disapproval or reduction. The one or more items or parts of items disapproved or reduced shall be void to the extent that they have been disapproved or reduced unless any such item or parts of items so disapproved or reduced shall be restored to the ordinance in the original amount and become effective by adoption by the council according to the rules and limitations prescribed for the passage of other ordinances over the mayor's veto.

## ARTICLE 7 - BOND ISSUES

**Overview - Bond Issues** -- *Although bond issues affect the budget through debt service payments, they are not directly involved in the budget process. The more significant sections of the Article are:*

- 7.01. Bonds authorized by metropolitan council; purposes of issue.
- 7.04. General tax bonds and urban tax bonds.
- 7.05. When bond referendum not required; notice of issue.
- 7.07. Issuance of bonds under general law.
- 7.08. Limitations on urban bonds.
- 7.09. Amount and purpose; obligations; form issuance.

# Appendix 3: The Law and the Budget

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- 7.10. Metropolitan bonds negotiable & tax exempt.
- 7.12. Sale.
- 7.13. Temporary financing.
- 7.17. Revenue bonds.
- 7.20. Debt service funds.

## ARTICLE 8 - METROPOLITAN DEPARTMENTS

**Overview** -- *This article creates and empowers certain departments and divisions in the Government. Those sections related to financial matters are outlined below:*

- 8.101 Department of metropolitan finance created; functions.
- 8.102 Director of finance - Qualifications, appointment and compensation.
- 8.103 Same - Powers and duties.
- 8.104 Division of budgets created; functions of budget officer.
- 8.105 Division of accounts created; duties of chief accountant.
- 8.106 Division of treasury created; duties of metropolitan treasurer.
- 8.107 Division of collections created; duties of collections officer.
- 8.108 Division of purchases created; appointment and qualification of purchasing agent.
- 8.109 Function of division of purchases.
- 8.110 Powers and duties of purchasing agent.
- 8.111 Competitive bidding for purchases or sales.
- 8.112 Division of public property administration
- 8.113 - 8.120 Related fiscal provisions (tax assessor, trustee, county clerk, and the collection of ad valorem taxes).

**Section 8.104. Division of budgets created; functions of budget officer.** -- There shall be in the department of finance a division of budgets, which shall consist of the budget officer and such other officers and employees, organized into such units, as may be provided by ordinance or by the director of finance consistent with ordinance. ... The budget officer shall compile, under the supervision of the director of finance, the departmental estimates and other data necessary or useful to the mayor and the director of finance, and assist in the preparation of the budgets. He shall examine from time to time the departments, boards, commissions, officers, and agencies of the metropolitan government in relation

to their organization, personnel, and other requirements; ascertain the manner in which their respective budgets are carried out and their functions performed; call the attention of the department heads and the mayor to any improvements or economies which might be made in their administrative practices and cooperate with the heads thereof in the preparation of their budget estimates for the ensuing fiscal year....

**Section 8.105. Division of accounts created; duties of chief accountant.** -- There shall be in the department of finance a division of accounts.... The chief accountant shall maintain (1) a general accounting system and such cost accounting records as shall be required by the director of finance, and (2) budgetary control records designed to prevent expenditures in excess of appropriations or allotments....

**Section 8.121. Division of metropolitan audit.** A.) There shall be, as an independent agency of the Metropolitan Government, a division of metropolitan audit, the director of which is designated as the metropolitan auditor. The metropolitan auditor shall be a person: (1) with a well founded reputation in government or public finance and the audit function as may be exhibited by a record of exceptional performance for at least five (5) years as a financial officer of a government or business; (2) who has, thorough education and experience as an accountant, auditor, CFO, controller or principal accounting officer of a governmental entity or private business an understanding of Generally Accepted Accounting Principles, Governmental Auditing Standards Board standards, financial statements, internal controls and procedures for financial reporting, and the audit functions of a governmental entity...

## ARTICLE 9 - PUBLIC SCHOOLS

**Section 9.04. Same - Duties; referendum as to school budget.**

*Subsection 3 of this lengthy section, not reproduced here, provides a process for the Metropolitan Board of Public Education (MBOE) to initiate a referendum to levy additional property taxes for schools.*

**Section 9.11. No diversion of funds.** -- No funds which have been appropriated for the use of, or transferred to, the metropolitan school system shall be diverted from that use for any other purpose.

**Section 9.12. Transfer of school funds within school budget.** -- The board shall have power at any time to transfer funds within the major items of its budget. It shall also have power to make transfers of funds to, from or between major items in its budget, provided such transfers are not inconsistent with the general law.

**Section 9.13. Transfers to school fund from general funds; borrowing money.** -- The metropolitan council by resolution approved by the

# Appendix 3: The Law and the Budget

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mayor, may transfer funds to the school fund from the general fund or general accounts of the metropolitan government, or may issue short term anticipation notes to provide such funds if in its judgment it is necessary and proper to provide temporary advances or transfers for the maintenance and operation of the schools. Such temporary advances or transfers shall be repaid or restored out of school funds during the ensuing year.

## OTHER RELATED ARTICLES

**Section 13.05. Duties of metropolitan employee benefit board.** In addition to other duties imposed by this Charter or by general law, it shall be the duty of the board to:

(f) Advise the mayor and the council of the anticipated financial requirements of each employee benefit plan adopted by the metropolitan government, as well as the retirement plans listed in Section 13.09(a)-(c) of this article so that such financial requirements shall be included in the budget and tax levy ordinances for the ensuing fiscal year.

## METROPOLITAN COUNCIL RULES OF PROCEDURE (2007-2011)

**Rule 14** - All ordinances must be referred to the appropriate committee by the Vice Mayor of the Council after first reading, and except for zoning matters, budget, revenue service charges or tax measures, no ordinance may be amended after second reading. No motion to amend the Capital Improvements Budget for the ensuing fiscal year shall be entertained by the Council unless such amendment has been submitted to the Budget and Finance Committee for a recommendation.

All resolutions shall be referred to the appropriate committee or committees of the Council by the Vice Mayor. The committee assignment shall be indicated on the Council agenda. No vote will be taken on any resolution or on any ordinance on third and final reading until a committee has made a recommendation regarding the legislation.

The committee to which an ordinance or resolution has been referred shall make a report to the Council at the next regular meeting after its referral.

**Rule 15** - No resolution or ordinance involving the appropriation or expenditure of money, upon being filed, shall be placed upon the agenda by the Metropolitan Clerk until the Director of Finance has furnished a statement as to the availability of funds.

**Rule 16** - No resolution or ordinance proposing to expend or appropriate funds or to authorize the borrowing of funds for capital improvement projects (including the issuance of bonds or notes), upon being filed, shall be placed upon the agenda by the Metropolitan Clerk unless and until said legislation shall list the projects to be funded and the estimated cost of each project.

**Rule 27** - ... Any resolution appropriating funds from the general fund reserve shall be limited to one department only and shall not contain multiple appropriations.

No resolution or ordinance involving the appropriation or expenditure of funds may be considered by the Metropolitan Council if the department, agency or office benefiting from the appropriation or expenditure has failed for thirty or more days to respond to information requested by the Metropolitan Council or any committee of the Metropolitan Council.

**Rule 33** - At any meeting wherein the operating budget for the ensuing fiscal year is being debated on third reading, the following provisions shall apply, any rule contained in these rules to the contrary notwithstanding:

No motion to amend the operating budget or a substitute operating budget ordinance may be entertained by the Council, unless such amendment or substitute budget has been submitted to the Budget and Finance Committee for a recommendation. A second substitute budget ordinance may not be amended but must be acted upon as filed and presented.

A motion to table the budget ordinance or a substitute budget ordinance cannot be made until the proponents or opponents have been allowed at least fifteen minutes of debate. Provided however, when a motion is made to table any amendment proposed to the budget ordinance or substitute budget ordinance, the spokesperson for such amendment may divide a total of twelve minutes among other members speaking in support of the motion.

## FINANCIAL MANAGEMENT RESOLUTION

In 1991, the Council passed a financial management resolution that set policy for the government in two areas: minimum fund balances to be maintained in the two general funds and the Schools fund, and restricting the use of non-recurring revenue to fund recurring expenditures.

## RESOLUTION NO. R89-959

**A resolution affirming the mayor's financial management policy on the maintenance of fund balances and the use of nonrecurring funds.**  
*(adopted November 21, 1991)*

WHEREAS, it is deemed to be in the best interest of the Metropolitan Government to maintain sufficient reserves in the GSD and USD general funds and the Schools operating fund to protect against unforeseen circumstances; and

WHEREAS, several sources have recommended the adoption of a formal policy dealing with fund balance; and

WHEREAS, Resolution No. R89-828 requested that the Vice Mayor appoint a five member committee of

# Appendix 3: The Law and the Budget

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the Metropolitan Council to work with the Director of Finance to establish budgetary guidelines; and

WHEREAS, the Director of Finance has submitted a proposed policy dealing with maintenance of fund balance and the use of nonrecurring funds, which has been approved by the Mayor; and

WHEREAS, said policy has been reviewed and approved by the special Council committee.

NOW, THEREFORE, BE IT RESOLVED by the Council Of The Metropolitan Government Of Nashville and Davidson County:

SECTION 1: That the Metropolitan Council goes on record supporting, to the extent of its authority, the attached Financial Management Policy which has been implemented by the Mayor.

SECTION 2: That this Resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

## **FINANCIAL MANAGEMENT POLICY**

### **Maintenance of Fund Balance and Restriction of Use of Non-Recurring Revenue**

It shall be the policy of the Metropolitan Government of Nashville-Davidson County to maintain sufficient reserves in fund balances, to protect the financial position of this government in the event of unexpected emergencies or unforeseen downturns in revenue collection. Based on input from various sources it is hereby established that an amount equal to 5% of the three operating funds' budget (the GSD and USD General Funds and the General Purpose School Fund) shall be maintained in fund balance as a reserve.

It is the intention of the Metropolitan Government of Nashville-Davidson County to achieve these reserves by the conclusion of fiscal year 1993. In order to accomplish this goal, it is the intent to make no

appropriation of fund balance in the three operating funds until such time as fund balances equal 5% of that fund's operating budget. In addition, all alternatives to increase fund balances will be explored, including implementation of the efficiency study recommendations where possible; revenue raising options; ongoing review of services and service levels; and utilization of expenditure controls.

It shall also be the policy of the Metropolitan Government of Nashville-Davidson County to refrain from using nonrecurring revenue to fund ongoing operations of the three operating funds. Nonrecurring revenue shall be those funds not normally accrued to the benefit of the operating funds each year, including transfers from special, enterprise, and internal service funds. Any nonrecurring revenue received shall be utilized to fund activities which do not require ongoing funding or to build reserves.

### **TENNESSEE CODE ANNOTATED 9-1-116 Programs and services limited to extent funds available.**

(a) Notwithstanding any other provision of the law ... availability of programs and services to people in this state shall be limited to the extent that funds are appropriated by the general assembly or the appropriate governing body of a political subdivision.

(b) No person shall be entitled to ... any program or any services provided by or through the state, its departments, agencies or political subdivisions unless funds remain available for such program or service from moneys appropriated for that purpose by the general assembly or the appropriate governing body of a political subdivision.

### **TENNESSEE CODE ANNOTATED 7-3-314 Financial assistance to nonprofit organizations.**

This section, not reproduced here, governs contributions by Metropolitan Governments to qualified nonprofit organizations.

# Appendix 4: About Nashville

## Welcome to Nashville!

Nashville, located in the rolling hills of middle Tennessee, is a great place to live, work, or visit.

Fort Nashborough was founded on the banks of the Cumberland River on Christmas Day in 1779. In 1784 the community changed its name to Nashville, which incorporated as a town in 1806 and was permanently established as the capital of Tennessee in 1843. The town developed as a prosperous river city. Its growing population, business, and industry helped develop it as a center of transportation, publishing, finance, and education.



**The Founding of Nashville**  
Statue of Nashville's founders at Ft. Nashborough

The Nashville and Davidson County governments consolidated into a single entity under the Metropolitan Charter effective April 1, 1963. The city's 533 square miles is home to more than 600,000 residents.

Nashville has been named one of the 15 best U.S. cities for work and family by Fortune Magazine. The area offers a low cost of living (94% of the national average), a variety of residential opportunities, abundant recreational and tourist opportunities, a lively cultural base, diverse economy closely mirroring that of the nation, a regional hub for health care, and many institutions of higher education. Transportation is available by air, train, water, and road – 50% of the nation's population lives within 650 miles via one of the three interstate highways that converge in the city. Although it has a diverse and balanced economy with manufacturing, transportation, education, financial, healthcare, and other services, Nashville may be best known as the home of country music – Music City USA.

The climate is delightfully seasonal. Summer highs average in the upper 80s and winter lows average around 30 with only occasional light snows. Spring and fall include wonderful displays of natural color.

Residents and visitors alike can enjoy a wide variety of cultural offerings. Galleries include:

- Cheekwood Botanical Gardens and Museum of Art – <http://www.cheekwood.org/>
- Fisk University Galleries (Aaron Douglas and Carl Van Vechten galleries) - <http://www.fisk.edu/index.asp>
- Frist Center for the Visual Arts – <http://www.fristcenter.org/>
- The Parthenon - <http://www.nashville.gov/parks/parthenon.htm>
- Tennessee Performing Arts Center - <http://www.tpac.org/>
- Tennessee State Museum - <http://www.tnmuseum.org/>

- Country Music Hall of Fame Museum - <http://www.countrymusichalloffame.com/>

Historic sites in or near Nashville include:

- Bicentennial Mall State Park – <http://www.state.tn.us/environment/parks/bicenmal/index.html>
- Belle Meade Plantation - <http://www.bellemeadeplantation.com/>
- Belmont Mansion - <http://www.belmont.edu/about/mansion.cfm>
- Carnton Plantation - <http://www.carnton.org/>
- Carter House - [carterhouse.com](http://www.carterhouse.com)<http://www.carter-house.org/>
- Fort Nashborough - <http://www.nashville.gov/parks/fortnashborough.htm>
- The Battle of Nashville/Fort Negley - <http://www.bonps.org/>
- The Hermitage: Home of Andrew Jackson - <http://www.thehermitage.com/>
- Tennessee State Capitol - <http://www.state.tn.us/generalserv/psm/capitol.htm>
- Travellers Rest Historic House/Grounds - <http://www.travellersrestplantation.org/>

And, of course, entertainment includes all kinds of music, including the Grand Ole Opry, the Country Music Hall of Fame, and the Nashville Symphony. Up-to-date information for conventions and visitors is available at [www.nashvillecvb.com](http://www.nashvillecvb.com).

## What Others Are Saying About Nashville

Over the past few years the Nashville area has been recognized as one of the best places in the country to work, live and raise a family. The following are just a few of the most recent recognitions:

- *National Geographic Adventure* magazine chose Nashville as one of the top 50 adventure towns in the U.S. for 2007. The top adventure towns are selected by meeting above average standards in 5 categories: Wilderness, Small Town, Mountain, Waterfront, and City. *National Geographic Adventure, September 2007.*
- Nashville ranked number four in the "Top Ten Destinations for Tour and Travel" by the National Motorcoach Network. *National Motorcoach Network, May 2007.*
- Nashville was tapped number four on the list of "Best Places for Relocating Families" by Worldwide ERC and Primacy Relocation. The 2007 report focused on "the ease with which a family can move to a city and the ease of settling into a new life there." *Worldwide ERC and Primacy Relocation, May 2007.*

## Appendix 4: About Nashville

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- Businessweek.com and Sperling's Best Places named Nashville in 2007 one of the best places for artists in the United States. *Businessweek.com and Sperling's Best Places, April 2007.*
- Nashville was ranked number five in *Black Enterprise* magazine's "Top 10 Best Cities for African Americans" in 2007. *Black Enterprise, July 2007.*
- *Kiplinger's Personal Finance* magazine selected Nashville as number one in its June 2006 issue ranking 50 Smart Cities. The exclusive survey ranks America's cities on the basis of affordability and livability—weighing housing prices and economic vitality with lifestyle factors such as public education, health care, the local arts scene and recreational facilities. *Kiplinger's Personal Finance, June 2006.*
- Nashville was named the nation's top city for business expansion and relocation for two years in a row, according to *Expansion Management* magazine. Nashville and its metropolitan area welcomed 31 company headquarters and major facilities and

added 11,308 new jobs during FY 2005, including headquarters of two companies with annual revenues of more than \$100 million – CLARCOR Inc. and Louisiana-Pacific Corporation. A total of six corporations in that revenue category have relocated to the area since Partnership 2010 began its current four-year economic development campaign in 2002. *Expansion Management, January 2006.*

For more information about opportunities, visit the Chamber of Commerce web site at [www.nashvillechamber.com](http://www.nashvillechamber.com). More information about the Metro Government is available at [www.nashville.gov](http://www.nashville.gov) and [www.nashvilleareainfo.com](http://www.nashvilleareainfo.com). Our history is reviewed at [www.nashville.gov/mhc/timeline.htm](http://www.nashville.gov/mhc/timeline.htm).

# Appendix 4: About Nashville

## Demographic Statistics

### Population

2006	604,953 (U.S. Census and Metro Planning)
2005	607,413
2004	595,805
2002	570,785 (Census estimate)
2001	565,352 (Census estimate)
2000	569,891 (U.S. Census)
1999	541,500
1998	538,796
1997	537,535
1996	533,714
1995	529,892
1990	510,784 (U.S. Census)
1980	477,811 (U.S. Census)
1970	447,877
1960	399,743

### Racial Composition (U.S. Census and Metro Planning) 2006 estimate

White	65.5%
Black	27.7%
Asian	3.0%
Other (including Native American & Pacific)	2.8%
Multi-racial	1.0%
Total (Includes 7.1 % Hispanic or Latino)	100.0%

### Age Composition (2002)

0 - 11 years:	15.3%
12 - 24 years:	17.7%
25 - 44 years:	33.7%
45 - 54 years:	14.4%
55 - 64 years:	7.6%
> 65:	11.3%

### Households

Number of households:	287,459
Owner Occupied:	156,956
Renter Occupied:	103,365
Marriage License (2006):	4,581

### Climate

#### Average Temperatures (degrees Fahrenheit)

	Average	Avg High	Avg Low
Annual	59	70	49
Spring (March-May)	59	70	48
Summer (June-Aug)	78	89	67
Fall (Sept-Nov)	60	72	49
Winter (Dec-Feb)	39	49	30
Humidity	58%		
Annual Average Precipitation	48.5"		
Annual Average Snowfall	11.1"		
Elevation	550' above sea level		

### Elections

Registered Voters:	331,902
Votes cast last election: (August 2007 Metro General Election)	100,027
% voting last city election:	30.4%

## Education

State and Local Industrial/Vocational Training Available Schools (K-12): 136 Public; 59 Private & Parochial in MSA  
Public Schools:

Elementary	74	Alternative	3
Middle School	35	Big Picture School	1
High School	15	Charter School	3
Special Education	4	Middle College	1

Colleges: 42, including 2 Medical Schools

Nashville Public Library:

1,449,358 cataloged collection total FY 02-03  
3,988,292 circulation total for FY 02-03

## Household Income

Per capita income: \$26,238 (U.S. Census and Metro Planning, 2006 estimate)

Median household income: \$41,994 (U.S. Census and Metro Planning, 2006 estimate)

## Medical Care

Facilities:	18 Hospitals, 165 Clinics 2 Veterans Medical Centers
Doctors:	Over 2,800 licensed MD's
Dentists:	440

## Houses of Worship

More than 800

## Economic Statistics

(MSA = Metropolitan Statistical Area)

## Building Permits

Year	Number	Value in millions
2006	10,937	1,846
2005	10,507	1,663
2004	9,745	1,429
2003	9,653	1,193
2002	9,431	1,076
2001	9,196	1,227
2000	9,376	1,323
1999	10,087	1,622
1998	10,798	1,268
1997	10,087	1,151
1996	9,926	992
1995	10,361	1,009
1994	10,524	1,039

## Unemployment Rate (%)

	Nashville	U.S.	Nashville	U.S.	
2006	4.2	4.6	1999	2.6	4.2
2005	4.5	5.1	1998	2.7	4.5
2004	3.4	6.1	1997	3.2	4.9
2003	3.6	6.1	1996	3.0	5.7
2002	3.8	6.1	1995	3.1	6.0
2001	3.1	4.7	1990	3.5	5.1
2000	2.7	4.5	1985	3.9	7.2

State of Tennessee May 2005 Statewide unemployment rate, 5.7.

# Appendix 4: About Nashville

## Employment by Industry (MSA)\*

Manufacturing	13.2%
Wholesale & Retail Trade	24.3%
Construction	4.9%
Finance, Insurance & Real Estate	6.1%
Services	33.3%
Government	12.8%
Transportation, Communications & Public Utility	5.6%

\*2003 Nashville Economic Development

## Taxes

State Sales Tax Rate	7.00%
State Food Tax	6.00%
Local Option Sales Tax Rate	2.25%
Property Tax (per \$100 of assessed value)	
General Services District	3.84
Urban Services District	4.58
Income Tax on Salaries and Wages	None
Lottery	Yes

## Top Area Employers (excluding government agencies)

Vanderbilt University & Medical Center	16,327
HCA (Including Tri-Star Health System)	9,657
Saint Thomas	8,500
Nissan Motor Manufacturing Corporation	6,600
Nashville Arena (including Opryland Hotel and attractions)	4,950
Shoney's Incorporated	4,000
Kroger Company	3,350
CBRL Group (Cracker Barrel, Logan's)	3,275
Dell Computer	3,000
Bell South	3,000
Bridgestone/Firestone	2,900
Ingram Industries Inc.	2,880
Walmart	2,645
Trane	2,550
United Parcel Service	2,445
Century II Staffing	2,376
The Tennessean	2,100

## Area Transportation

Nashville is within 650 miles of half the U.S. population and 75% of its major markets. It is served by:

Three major interstates (24, 40, & 65)

Aviation access via Nashville International Airport (BNA) plus eleven general aviation airports in the area.

Nashville International has 4 runways up to 11,000 ft long. Daily flights include 400 average daily flights to more than 90 markets on the following airlines:

Air Canada	Delta Ct.	Southwest
American	Delta	United Express
American Eagle	Frontier	US Airway
American Ct.	Northwest	US Airways Express
Comair	Regions Air	
Continental	Skyway/Midwest Express	

More than 140+ freight carriers and more than 150+ truck terminals

Major regional center for FedEx Ground and River barge access to the Gulf of Mexico. CSX Railroad with 90 trains daily linking to 20 states

Intercity bus lines and downtown trolleys

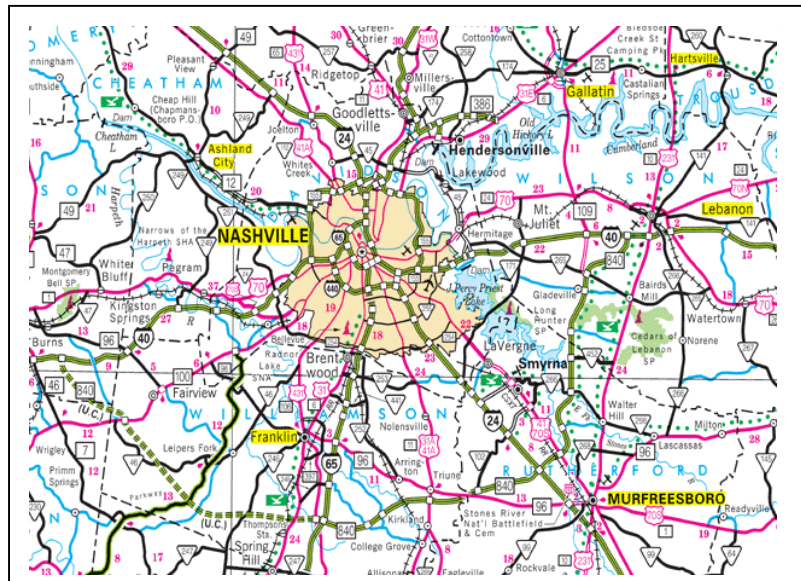
## Cost of Living Index

United States Average	100.0
Nashville	88.1

## Housing

Average Home Residential Price	\$236,814
Average Apartment Monthly Rent	\$687

## Nashville area transportation



Map extracted from the Tennessee 2002 Official Highway Map, used by permission of the Tennessee Department of Transportation. TDOT makes their Official State Highway maps available to the public free of charge at rest areas and through the TDOT Map Sales Department.



# Appendix 4: About Nashville

## FY 2007 Service Statistics

### Police Protection

Ratio of officers per 1000 Nashvillians	2.06
# of 911 phone calls received (ECC)	361,016
Average Urgent call, proceed directly to scene (Use emergency equipment) (receive to arrive time in minutes)	9.15
Average Urgent call, proceed directly to scene (No emergency equipment) (receive to arrive time in minutes)	26.17
Average Routine call (receive to arrive time in minutes)	40.93

### Fire Protection

	<u>GSD</u>	<u>USD</u>
Square mileage covered	362	171
Stations	9	28
Average Response Time (minutes)	6:23	4:58
Employees (full-time)	439	743
Total Responses	16,203	151,995

### Public Works

Roads maintained (miles)	2,208
Signs in Metro	96,378
Signalized locations	901
Street lights	50,767
Total parking citations income	\$740,000

### Water & Sewer

Treated Water Source:	Cumberland River
Daily capacity:	180,000,000 gallons
Average daily consumption:	92,000,000 gallons
Sewage Treatment type:	Activated Sludge
Daily average capacity:	186,500,000 gallons
Daily peak capacity:	465,000,000 gallons
Average daily treatment:	127,000,000 gallons

### Nashville Electric Service (NES)

NES is one of the twelve largest public distributions of electricity in the nation, serving more than 328,399 customers.

#### NES Average Costs:

Small Commercial/Industrial	9.41¢ per kwh
Large Industrial	6.86¢ per kwh
Residential	8.14¢ per kwh

### Nashville Gas Company

Furnishes gas to 150,000+ customers  
 2007 Residential price per therm: \$1.28728 Nov-Mar  
 \$1.23728 Apr-Oct

## Parks, Recreation and Tourist Attractions

Metro Parks and Greenways:	109 (10,392 acres)
Greenway Trails (completed or under development)	36.5 miles
Greenway Trails – under development	4 miles
Golf Courses	7 Public, 8 Private
Swimming pools	10
Bowling alleys	11
Lakes (non-metro)(with boating & camping)	2
Centennial Sportsplex	
Ice Rinks	2
Fitness Center	1
Swimming Pools	2
Tennis Courts	170
Indoor Tennis Centers	2 (8 Courts)
Community Centers	20
Senior Centers	1
Special Use Community Centers	1
Playgrounds	106
Water Spray Parks	2
Wave Country Water Park	
Two Rivers Skate Park	
Dog Parks (off lease)	3
Athletic Fields	
Baseball/softball	107 (88 in Parks & Rec.)
Soccer	31
Football	7
Picnic Shelters	(Reservable) 44
Parthenon Museum	
Two Rivers Mansion	
Centennial Art Center and Gallery	
Centennial Art Activity Center	
Warner Park Nature Center	
Fort Negley Visitors' Center and Historic Site	
Shelby Bottoms Nature Center in Shelby Bottoms Park	
Warner Equestrian Center in Percy Warner Park	
Horse Trials throughout Percy Warner Park	
Cross Country Running Courses in Percy Warner Park	
Hamilton Creek Sailboat Marina(164 slips)	
Fort Nashborough Historic Site	
Stone Hall Historic Site	
State Fair Grounds	
Nashville Zoo	
Sommet Center	
Nashville Arena	
Model Airplane Flying Fields	3
Frisbee Disc Golf Courses	3



#### Professional Sports:

- NHL Hockey (Nashville Predators)
- NFL Football (Tennessee Titans)
- AAA Baseball (Nashville Sounds)

Hotels/Motel rooms (Davidson County)	22,900
Largest Meeting Room Capacity	55,314 sq.ft.
Restaurants	2,700

# Appendix 5: Comparative Analytical Statistics

Budget comparisons over time may be more meaningful when adjusted to real (inflation-adjusted) or per capita terms. This table presents statistical information that can be used to adjust annual numbers for such comparisons.

Cal-endar Year	National Economic Price Indices			Metro Nashville / Davidson County Statistics					
	GDP Price Index	GDP State & Local Govt Purchases	Consumer Price Index CPI-U	Davidson County Area	Area Inside USD	Area Outside USD	Davidson County Population	Estimated USD Population	Estimated Non-USD Population
	2000=100	2000=100	1982-84=100	Square miles (less large bodies of water)			Population		
1964	22.13	16.23	31.0	501.0	72.0	429.0			
1965	22.53	16.69	31.5	501.0	72.0	429.0			
1966	23.18	17.51	32.4	501.0	72.0	429.0			
1967	23.89	18.49	33.4	501.0	72.0	429.0			
1968	24.92	19.48	34.8	501.0	72.0	429.0			
1969	26.15	20.78	36.7	501.0	72.0	429.0			
1970	27.54	22.49	38.8	501.0	72.0	429.0	448,000	232,000	216,000
1971	28.92	24.09	40.5	501.0	72.0	429.0	451,000	233,554	217,446
1972	30.17	25.52	41.8	501.0	72.0	429.0	454,000	235,107	218,893
1973	31.85	27.48	44.4	501.0	86.7	414.3	457,000	246,200	210,800
1974	34.72	30.50	49.3	501.0	111.7	389.3	460,000	283,460	176,540
1975	38.01	33.48	53.8	501.0	111.7	389.3	463,000	285,309	177,691
1976	40.20	35.56	56.9	501.0	112.1	388.9	466,000	288,186	177,814
1977	42.76	37.87	60.6	501.0	150.7	350.3	469,000	337,924	131,076
1978	45.76	40.36	65.2	501.0	150.7	350.3	472,000	340,086	131,914
1979	49.55	43.94	72.6	501.0	150.7	350.3	475,000	342,248	132,752
1980	54.06	48.86	82.4	501.0	150.7	350.3	477,811	344,273	133,538
1981	59.13	53.71	90.9	501.0	150.7	350.3	482,207	347,094	135,113
1982	62.74	57.14	96.5	501.0	151.0	350.0	486,604	349,915	136,689
1983	65.21	59.67	99.6	501.0	151.0	350.0	491,000	352,736	138,264
1984	67.66	62.34	103.9	501.0	151.0	350.0	495,397	355,557	139,839
1985	69.72	64.74	107.6	501.0	151.0	350.0	499,793	358,379	141,414
1986	71.27	66.62	109.6	501.0	151.0	350.0	501,991	359,789	142,202
1987	73.20	69.36	113.6	501.0	151.0	350.0	504,189	361,200	142,990
1988	75.71	71.49	118.3	501.0	151.0	350.0	506,388	362,610	143,777
1989	78.57	73.94	124.0	501.0	171.0	330.0	510,234	368,897	141,337
1990	81.61	77.36	130.7	501.0	171.0	330.0	510,784	370,469	140,315
1991	84.46	79.68	136.2	501.0	171.0	330.0	514,321	373,035	141,286
1992	86.40	81.30	140.3	501.0	171.0	330.0	517,859	375,600	142,259
1993	88.39	83.29	144.5	501.0	171.0	330.0	521,396	378,166	143,230
1994	90.27	85.47	148.2	501.0	171.0	330.0	524,934	380,732	144,202
1995	92.12	87.78	152.4	501.0	170.0	331.0	528,471	383,297	145,174
1996	93.86	89.71	156.9	501.0	170.0	331.0	532,008	385,863	146,145
1997	95.42	91.41	160.5	501.0	170.0	331.0	535,546	388,428	147,118
1998	96.48	92.93	163.0	501.0	170.0	331.0	539,083	390,994	148,089
1999	97.87	95.67	166.6	501.0	170.0	331.0	542,376	393,383	148,993
2000	100.00	100.00	172.2	501.0	170.0	331.0	569,891	393,907	175,984
2001	102.40	102.87	177.1	501.0	170.0	331.0	571,380	392,028	179,352
2002	104.19	105.44	179.9	501.0	170.0	331.0	569,439	389,340	180,099
2003	106.31	109.30	184.0	501.0	170.0	331.0	569,842	388,283	181,559
2004	109.10	113.02	188.9	501.0	170.0	331.0	595,714	406,258	189,456
2005	112.74	121.46	195.3	501.0	170.0	331.0	602,679	408,471	194,208
2006	116.45	128.15	201.6	525.0	184.0	341.0	604,953	411,924	193,029
2007	121.35	129.55	208.4	525.0	184.0	341.0	605,972	412,618	193,354

Sources: GDP: Dept of Commerce BEA (<http://www.bea.doc.gov/>). CPI: Dept of Labor BLS (<http://www.bls.gov/cpi/#tables>)  
 Area & Population: Metro Planning Commission. Population is estimated between census years and in USD / non-USD distributions

GDP Price Index and Implicit Price Deflator data reflect prices in the domestic economy as a whole. State & Local data reflects the price of goods purchased by state & local governments (not specifically Metro). CPI data reflects the price of a market basket of goods and services bought by urban consumers.

The GDP Price Index and GDP State & Local Government Purchases include data for the third quarter of 2007, and for Consumer Price Index include data for the first half of 2007. The percentage change in prices from one year to another is the difference in indices for those years divided by the index for the earlier year. Increases must be compounded, not simply averaged, across multiple years.

# Appendix 6: Pay Grades and Rates

This table presents Civil Service and non Civil Service pay grades used by many departments, each grade's minimum and maximum annual salaries, number of steps in grade, and number of months at each step. It does not include other positions whose salaries are set by state law or by letter of agreement

Grade	Annual Salary		Steps	Months	Grade	Annual Salary		Steps	Months
	Min	Max				Min	Max		
CM01	--	15,000	0	--	PS09	80,189	125,093	Open Range	12
CO01	30,349	41,481	10	12	PS10	94,762	155,384	Open Range	12
CO02	33,724	46,088	10	12	PS11	111,464	189,460	Open Range	12
CO03	37,351	51,046	10	12	SP1*	5,430	5,784	3	10
CO04	41,257	56,382	10	12	SR02	17,672	24,151	10	12-24
DP01	49,916	105,276	Open Range	12	SR03	19,886	27,148	10	12-24
DP02	84,068	162,171	Open Range	12	SR04	21,679	29,632	10	12-24
DP03	114,993	230,676	Open Range	12	SR05	24,336	33,257	10	12-24
HD01	30,356	39,476	Open Range	12	SR06	27,226	37,214	10	12-24
HD02	37,359	49,327	Open Range	12	SR07	30,349	41,481	10	12-24
HD03	41,261	55,287	Open Range	12	SR08	33,724	46,088	10	12-24
HD04	47,210	64,225	Open Range	12	SR09	37,351	51,046	10	12-24
HD05	51,174	71,132	Open Range	12	SR10	41,257	56,382	10	12-24
HD06	55,138	78,296	Open Range	12	SR11	45,432	62,086	10	12-24
HD07	66,236	95,368	Open Range	12	SR12	49,916	64,893	Open Range	12
HD08	68,445	99,956	Open Range	12	SR13	59,825	84,002	Open Range	12
HD09	78,688	116,462	Open Range	12	SR14	71,142	105,584	Open Range	12
HD10	93,903	140,865	Open Range	12	SR15	84,068	131,528	Open Range	12
HD11	111,789	169,950	Open Range	12	SR16	98,884	162,643	Open Range	12
HD12	121,730	187,473	Open Range	12	SS1*	12,480	13,296	3	10
HS03	16,786	26,541	Open Range	12	TG02	20,304	24,483	5	6-24
HS04	17,576	27,747	Open Range	12	TG03	22,744	27,432	5	6-24
HS05	18,741	30,410	Open Range	12	TG04	24,992	30,212	5	6-24
HS06	20,093	31,096	Open Range	12	TG05	26,626	34,115	5	6-24
HS07	20,738	32,552	Open Range	12	TG06	28,239	34,115	5	6-24
HS08	22,506	35,256	Open Range	12	TG07	29,830	36,216	5	6-24
HS09	24,190	37,918	Open Range	12	TG08	31,421	37,998	5	6-24
HS10	25,189	39,894	Open Range	12	TG09	33,118	39,886	5	6-24
HS11	26,021	41,080	Open Range	12	TG10	34,582	41,859	5	6-24
HS12	26,832	42,411	Open Range	12	TG11	36,216	43,663	5	6-24
HS13	28,350	44,574	Open Range	12	TG12	37,764	45,551	5	6-24
HS14	29,931	47,008	Open Range	12	TG13	39,250	47,503	5	6-24
HS15	31,762	49,858	Open Range	12	TG14	40,841	49,370	5	6-24
HS16	33,675	53,290	Open Range	12	TG15	42,474	51,534	5	6-24
HS17	35,464	55,952	Open Range	12	TG16	44,087	53,231	5	6-24
HS18	37,627	59,259	Open Range	12	TL03	24,971	30,169	5	6-24
HS19	39,894	62,754	Open Range	12	TL05	29,321	37,467	5	6-24
HS20	42,224	66,685	Open Range	12	TL06	31,081	37,467	5	6-24
HS21	44,283	69,722	Open Range	12	TL07	32,779	39,759	5	6-24
HS22	47,466	74,298	Open Range	12	TL08	34,582	41,859	5	6-24
HS23	50,565	79,477	Open Range	12	TL09	36,385	43,896	5	6-24
HS24	56,368	88,691	Open Range	12	TL10	38,040	46,166	5	6-24
HS25	59,051	92,789	Open Range	12	TL11	39,907	48,139	5	6-24
HS26	61,506	96,678	Open Range	12	TL12	41,562	50,197	5	6-24
HS27	64,626	101,816	Open Range	12	TL13	43,323	52,319	5	6-24
HS28	67,454	106,122	Open Range	12	TL14	45,020	54,292	5	6-24
HS29	71,677	112,757	Open Range	12	TL16	48,415	58,556	5	6-24
HS30	74,464	117,437	Open Range	12	TS02	32,651	39,738	5	6-24
HS41	101,109	159,765	Open Range	12	TS03	34,412	41,414	5	6-24
JS01	35,855	46,607	Open Range	12	TS04	35,919	43,429	5	6-24
JS02	46,202	54,119	Open Range	12	TS05	37,467	45,211	5	6-24
JS03	49,820	56,769	Open Range	12	TS06	39,101	47,397	5	6-24
MM	136,500	136,500	Open Range	12	TS07	40,756	49,136	5	6-24
PD	--	141,640	Open Range	12	TS08	42,199	51,088	5	6-24
PD01	45,432	81,318	Open Range	12	TS09	43,917	53,040	5	6-24
PD02	71,142	131,147	Open Range	12	TS10	45,423	54,949	5	6-24
PS02	34,208	46,748	10	12	TS11	47,163	56,816	5	6-24
PS03	38,012	51,949	10	12	TS12	48,733	58,959	5	6-24
PS04	42,102	57,535	10	12	TS13	51,003	61,484	5	6-24
PS05	46,504	63,554	10	12	TS14	53,613	64,818	5	6-24
PS06	51,211	69,988	10	12	TS15	56,901	68,655	5	6-24
PS07	56,265	76,901	10	12	TS16	60,593	73,238	5	6-24
PS08	67,438	92,166	10	12	VM	17,000	17,000	0	--

\* Works less than 40 hours per week

# Appendix 7: FTMS

## Financial Trend Monitoring System Indicators

In managing municipal finances, it is important to understand past financial trends and their effects on the present and future. To accomplish this, Metro has developed a Financial Trend Monitoring System (FTMS). This system is based on the FTMS developed by the International City/County Management Association (ICMA) and outlined by ICMA in its *Evaluating Financial Condition – A Handbook for Local Governments*, but slightly modified to meet the needs of Metro.

The trend system consists of measurable factors that reflect and influence Metro's financial condition – its ability to finance current services on a continuing basis. These factors include the national economy, population levels, federal and state mandates, the local business climate, and the internal fiscal policies of the local government.

This analysis measures trends in five specific types of financial indicators:

- Revenue,
- important revenue benchmarks,
- the effect of population on revenue and expenditures,
- user charge coverage, and
- overall operating position.

This evaluation reviews financial data dating in the general funds of the General Services District (GSD) and the Urban Services District (USD) from FY 1996 to FY 2006. The evaluation does not include the Schools fund and the debt service funds.

## Accounting Changes

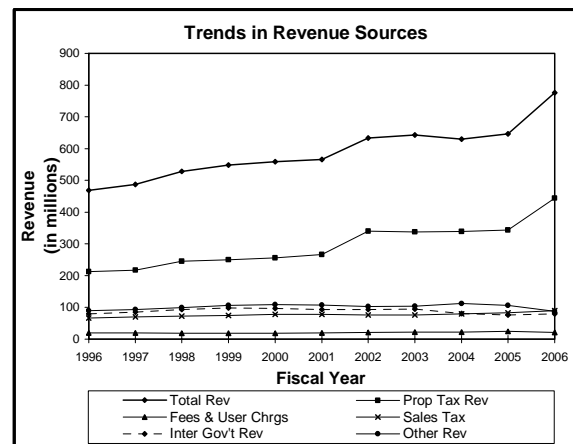
Metro has implemented Governmental Accounting Standards Board Statements 33 (*Accounting and Financial Reporting for Nonexchange Transactions*) and 34 (*Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*). GASB 33 affects how some revenues (sales taxes, the local share of the state's Hall income tax, and some other revenues) are accrued to different fiscal years. The one-time effect of this change was implemented by restating fund balances at June 30, 2001, and had no significant effect on the annual revenues used in this analysis. Ongoing effects will be immaterial.

## Revenue Indicators

The revenue indicators reflect Metro's ability to produce sufficient revenue to support current service levels, meet existing obligations and plan for future initiatives.

## Trends in Revenue Sources

**Description:** This graph reveals trends in the largest sources of revenue received by Metro, grouped into six categories: total revenue, property taxes, sales taxes, fees & user charges, revenue from other governments, and other revenue.<sup>1</sup> The composition of these revenues helps determine the Metropolitan Government's potential dependence on one revenue source in order to respond to changing economic situations and service demands.



**Commentary:** Total revenues have grown from \$468 million in FY 1996 to \$776 million in FY 2006. The predominant source of revenue, property tax, has grown over the period from \$212 million in FY 1996 to \$367 million in FY 2006.

Property tax increases are due to a steady increase in the tax base and periodic increases in the rate. Increases in property tax revenue collections occurred when rates were increased in FY1998, FY2001, and FY2006. The rate increases are detailed in the property tax discussion in Section A of this book. The tax base has grown moderately but consistently over the period. Assessments have increased due to periodic reappraisals but, in keeping with state law, they have been offset by reductions in the certified tax rates, so that total tax revenues would not be inflated.

Intergovernmental revenue – revenue received from other governments – evidenced a steady decline beginning with FY 2002. There was a small increase in FY2006; however, the longer term trend is clearly downward. Overall, the trends indicate that Metro is taking measures to ensure that it is not too dependent on revenues from other governmental entities. As funding for programs has been reduced or curtailed, Metro has made the difficult choices of

<sup>1</sup> This indicator differs from the format offered by ICMA by comparing large sources of revenue on one graph.

## Appendix 7: FTMS

either supplementing it with local funds or cutting the program.

Local option sales tax is the primary source of elastic revenue because it responds to changes in inflation and the economic base. The total sales tax rate in Davidson County is 9.25%. In 2002 a 1% increase to all items except unprepared foods put the state portion of the sales tax rate at 7%, plus the 2.25% local option rate levied by the county. Over the 10-year period studied, total local option sales tax revenue has increased over 35%, but as a percentage of total revenues it declined in years of property tax rate increases.

Overall, fees and user charge collections have risen, but still make up only a small portion of total revenue. Revenue from fees and user charges reduces the burden on other sources to support constant service levels. Some fees have increased, including parking fees, planned unit development fees, codes permits, dog registrations, golf green fees, and emergency ambulance and rescue service fees.

The category of other revenue refers to commissions and fees; other taxes, licenses and permits (the largest of the group); fines, forfeits and penalties; revenue from the use of money or property; compensation for loss, sale or damage to property; and miscellaneous revenue.

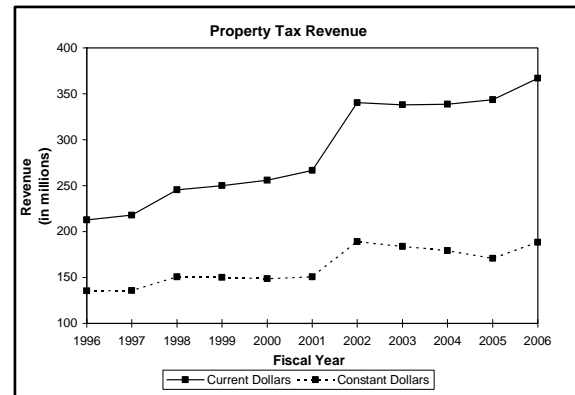
**Analysis:** There are no significant long-term trends indicating a significantly greater or lesser reliance on one type of revenue compared to another. Potential threats to the viability of revenue sources in the future include the general weakness in the national economy in general, and uncertainty with regard to the stability of revenues related to the tourism industry in particular.

### Property Tax

Metro relies heavily on the property tax as its single largest revenue source. The tax constitutes between 45% and 54% of total revenues for the years shown in this analysis.

**Analysis:** The graph displays property tax revenue in both current and constant dollars to show the effect of inflation on revenue. Large increases occurred in FY 1998 following a \$.21 tax increase; and in FY 2002 following an \$.88 tax increase. In FY2006 there was a property reappraisal as required by state law and an increase to the adjusted tax rate of \$0.67. The tax increase of FY 1998 clearly netted greater revenues; however, in FY 1999 \$.01 was shifted to debt service that yielded only a .5% increase in actual dollars for the general funds. During the 2001-2002 time period, property tax revenue increased from \$266,534,541 to

\$340,182,082, a 27.6% increase. When inflation is accounted for, this increase amounts to just over 25%. This significant increase is due to the 2001 reappraisal and the aforementioned rate increase.



**Commentary:** The property tax, a reasonably stable funding source, should mirror the effects of inflation to ensure that dollars collected have consistent buying power year to year. For the analysis period, the buying power of the property tax levy had ranged from a low of \$135 million in 1996 to a high of \$189 million in 2002, the year following a significant increase in the tax levy. The FY2006 increase in the tax levy increased the buying power of property tax revenues to \$188 million in constant dollars. This followed three years in which the buying power in constant dollars had eroded approximately 10% from the 2002 value.

### Appraised Property Value

**Description:** Appraised value of property measures the market value of taxable real, personal, and utility property in Metro. Ideally, market and appraised values are the same – indicated by an appraisal ratio of 1.00. When a gap exists between market and appraised values, some property owners are paying less than a fair share of property taxes while others may be overburdened with taxes on properties of declining values.

Appraised values and appraisal ratios (the state-estimated ratio between appraised and market values, updated every two years) are presented in Section A of this book.

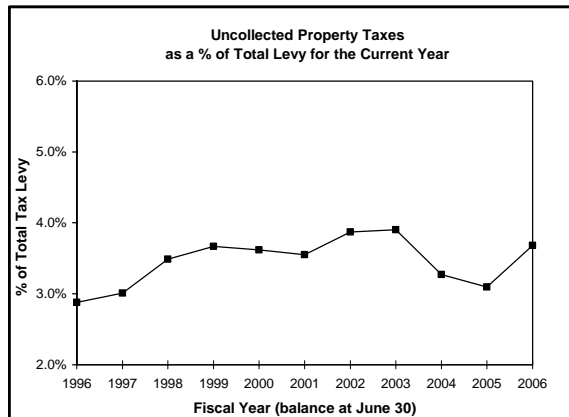
# Appendix 7: FTMS

**Analysis:** Appraised values of property have trended steadily upward, with bigger increases in years of county-wide reappraisals. Since those reappraisals are now done every four years, the ratios have remained above 90%; that is, appraised values generally are at least 90% of market values.

**Commentary:** Regular reappraisals should help keep appraisals balanced with market values. All taxable real property is appraised every four years by Metro's Assessor of Property.

## Uncollected Property Taxes

**Description:** Each year, some property owners have difficulty paying their property taxes. An increase in this percentage can indicate an overall decline in local government's economic health. Delinquent and back property tax collections constitute a significant portion of annual property tax revenue. The largest portion of delinquent taxes consists of the prior year's assessments.

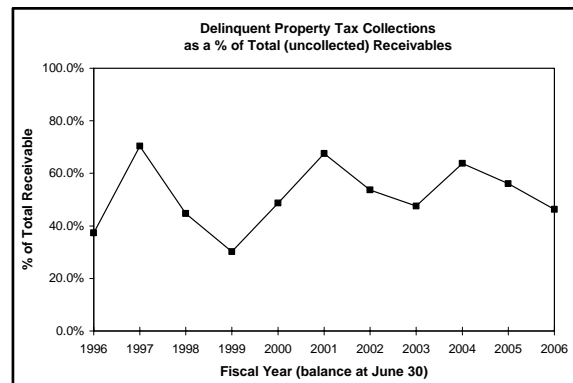


**Analysis:** Between FY 1996 and FY 1998, uncollected property taxes rose to 3.5% of total receivables and have averaged 3.6% between FY 1998 and FY 2003. In FY 2002 uncollected property taxes amounted to \$22,354,504, which equaled 3.9% of the tax levy. This is an increase from FY 2001, when \$15,936,299 comprised 3.6% of the total tax levy. The increase evidenced in FY 2002 likely reflects a difficulty with regard to a small proportion of Davidson County residents in meeting the financial demands inherent in the property reappraisal and tax increase that were implemented in FY 2001. Uncollected property taxes in FY 2006 increased to 3.7% of the total levy, a significant increase from the 3.1% of the prior year.

**Commentary:** The increase in the tax levy for FY2006 undoubtedly contributed to the increase in uncollected taxes to levels more consistent with the period under review.

## Delinquent Collections

**Commentary:** Delinquent property collections as a percentage of uncollected receivables have varied during the period studied. In FY 1997, 70% of receivables were recovered. While collections represented only 30.2% of receivables in FY 1999, a positive trend is noted in FY 2000 and FY 2001 when 48.7% and 67.6, respectively, were posted. For FY2006, there was a decline to 46.4% from the previous year's 56.0%.



**Analysis:** The fluctuations in delinquent property tax collections could be explained by inconsistent collection processes. A noteworthy improvement occurred in FY 1997 when 70% of delinquencies were recovered. This may be attributed to a strong effort by the legal department to pursue delinquencies as well as by no new property tax being levied since FY 1994. Total outstanding tax receivable increased by 27% from FY 1998 to FY 1999 but the collection rate dropped to 30.2% in FY 1999. This negative trend might partly be explained by the \$.21 tax increase in FY 1998 causing some property owners to slip into tax delinquency. A similar phenomenon is evident with regard to the marked decrease evident from FY2001 to FY2003, when the total receivables increased 45%, while the collection rate dropped 20%. After a spike in FY2004, declines in FY2005 and FY2006 returned the percentage to more typical levels given the period reviewed.

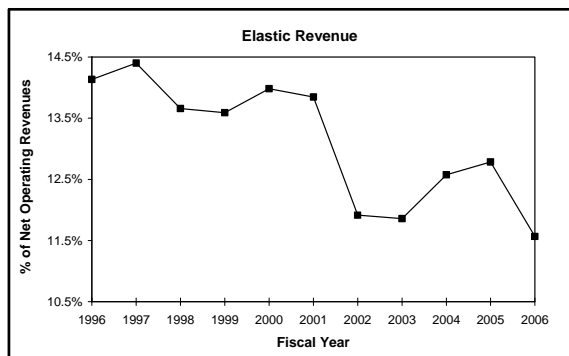
## Elastic Revenue

**Description:** Elastic revenue refers to revenue that responds to changes or fluctuations in inflation and the economy. In this study, the elastic revenue analyzed is the local option sales tax.

**Commentary:** In FY 1996, sales tax began increasing, to 14.4% of net operating revenue in FY 1997. The trend reversed and averaged 13.6% from 1998 to 2001 partly because of the FY 1998 property tax increase. Despite a \$.01 shift in GSD property tax to debt service in FY 1999, sales tax did not gain a greater share of net operating revenues in the

# Appendix 7: FTMS

general fund until FY 2000 when it rose to 14%. In FY 2001 sales tax fell as a percentage of total revenue to 13.8%. This percentage decreased to 11.9% in FY 2002 due to the increase in total revenues from the property tax increase in 2001. The cyclical nature of Metro's property reappraisals and tax rate increases is evident here, with the percentage increase from FY2003 to FY2005 – but dropping sharply in FY2006, as the revenue mix changed to reflect a greater influx of property tax revenues from the rate increase.



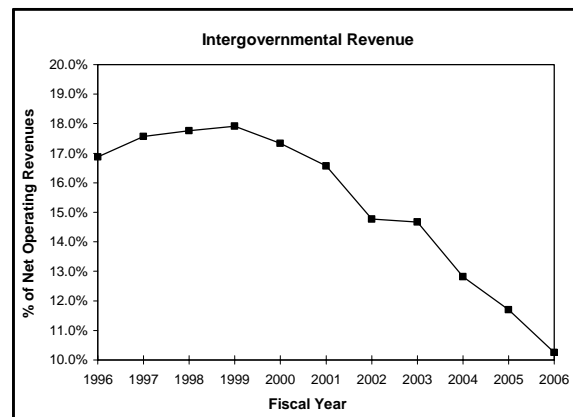
**Analysis:** During inflation, a high percentage of sales tax revenue compared to total revenue helps maintain purchasing power. The 1998 property tax increase was a key reason that a lower percentage of total revenues accrued from the sales tax. In FY 2001, sales tax revenue increased by the nominal amount of .03%. The nationwide economic recession was the major factor impacting local sales taxes. The significant increase in property tax collections accounts for the significant drop in the sales tax as a percentage of total revenues to 11.9% in FY 2002. In 2004, a slight recovery in the economy boosted sales tax collections, which continued through FY2005. For FY2006 the sharp decline was due largely to an increase in the property tax rate, which reduced the portion of the total revenue stream coming from sales tax.

## Intergovernmental Revenue

**Description:** Intergovernmental revenue consists of funds from federal, state, other governmental entities, and non-profit groups. Often these funds are designated for specific uses. Too much dependence on intergovernmental revenue is risky; if funds are withdrawn, the local government may need to fill the gap or reduce services provided by the funding.

**Analysis:** Between FY 1996 and FY 2006, intergovernmental revenues have ranged from 16.9% to 10.26% of total revenues. In FY 1999 and 2000 there were marked increases in the state income tax allocation and normal growth in the state sales tax

allocation. During this time period, \$4.2 million in grants was moved out of the general fund to a special grant fund. This trend continued in FY 2000 and FY2001 when more grant funds were accounted for in the special grants fund, presenting a decline in intergovernmental revenue as a percentage of net operating revenue. The decline has continued over the past three years with a severe drop in FY 2004 due primarily to the reduction in state shared taxes. Intergovernmental revenues were reduced by \$19 million to \$82.8 million in FY 2005, and by another \$7 million to \$89.7 million in FY 2006.



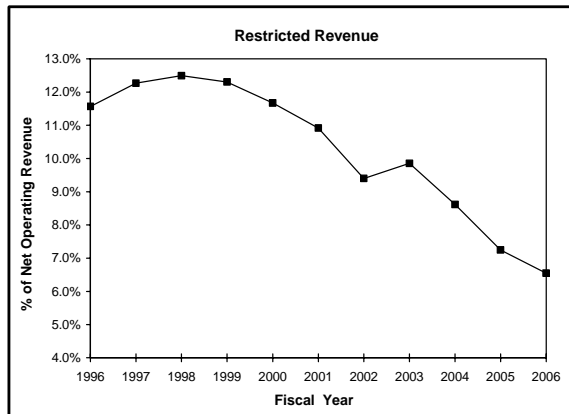
**Commentary:** Intergovernmental revenue has steadily declined as a percentage of total revenues over this analysis period. In part, this is due to property tax increases which increased the percentage of revenue raised by the property tax and reduced the percentages from other sources. However, there has been a recent trend of reductions in intergovernmental transfers from state and federal sources due to budget reductions at the state level and shifting of resources out of federal grant programs. A \$9.2 million reduction in state shared taxes and grants was the primary reason for the steep decline from FY 2003 to FY 2004. However, even with restoration of the state shared taxes amount, the percentage of Metro's revenue that is intergovernmental continued to decline. This trend is expected to continue.

## Revenue Benchmarks

Revenue benchmarks serve as important symbols of the flexibility found in spending restrictions within the Metropolitan Government. These trends may reveal implementation of cost controls or fiscal policies.

# Appendix 7: FTMS

## Restricted Revenue



**Description:** Restricted revenue is legally designated for a specific use, often spelled out in state or federal laws, bond covenants or grant contracts. Specifically, restricted revenue includes revenue from other governments and governmental agencies, excluding the state income tax allocation and the state sales tax funds. An increased percentage of restricted revenue as a percentage of total operating revenues can hinder the government's ability to modify spending priorities in response to changing service needs and demands.

**Commentary:** The restricted revenue graph closely resembles the intergovernmental revenue graph: The state sales tax allocation and the income tax on dividends and interest are not included in the restricted revenue calculation. Restricted revenues as a percentage of total revenue reached its lowest point for the period reviewed at 6.5% in FY 2006. This is primarily due to the loss of an estimated \$16.4 million in state shared taxes and grants.

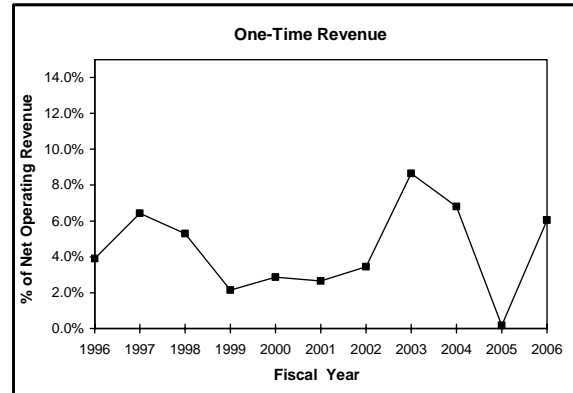
While grants do allow local governments the opportunity to expand certain programs, it is a good idea to keep the percentage relatively low so that a government does not become overly reliant on grant funding from sources that cannot be guaranteed from year to year. As a percentage of total revenues, restricted revenues have not exceeded 14.4% during the period reviewed.

## One-Time Revenue

**Description:** A one-time revenue or temporary revenue source is one that is not expected to be a continuous funding source, such as a portion of fund balance reserves or a one-time grant.

Continual use of one-time revenue to balance the budget may indicate that the revenue base is not sufficient to support current service levels. For this study, a one-time revenue source refers to funds appropriated from fund balance. The warning trend

for this indicator is an increasing use of one-time operating revenue as a percentage of net operating revenues.



**Analysis:** A negative trend is evident in FY 1997 and FY 1998 when 6.4% and 5.3% were appropriated respectively. Since then, Metro's reliance on one-time revenues has varied. In FY 2000 and FY 2001 only 2.9% and 2.7%, respectively, of net operating revenues were derived from fund balance. This measure slightly exceeded 3% in FY 2002, indicating a continued trend of diminished reliance on one-time revenue. The use of one-time revenue peaked in FY 2003 at 8.6%. This increase was due to the use of over \$68 million of unreserved fund balances in FY 2003. In FY2005 – the year before a property reappraisal and tax rate change – the percentage dropped to 0.2%. In FY2006 the percentage increased again to 6.1%.

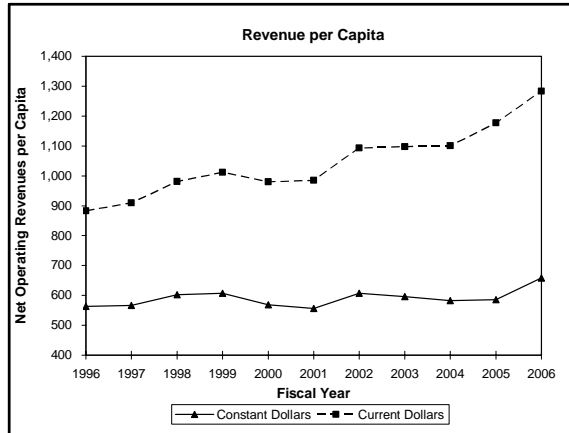
**Commentary:** In FY2005 the Metro Nashville operating budget stayed essentially flat from FY2004. Department budgets experienced significant reductions. This was due in no small part to the cycle of property reappraisal and tax rate changes, both of which took place in FY2006. Metro guards its fund balances carefully, monitors its use, and avoids appropriating fund balances to fund on-going operating expenses.



# Appendix 7: FTMS

## Revenues per Capita

**Description:** This indicator assumes that services and revenues will increase proportionately with growth in the population and that the level of per capita revenues will stay at least constant in real terms. In most years of this analysis, Davidson County population has grown by about 1% or less.

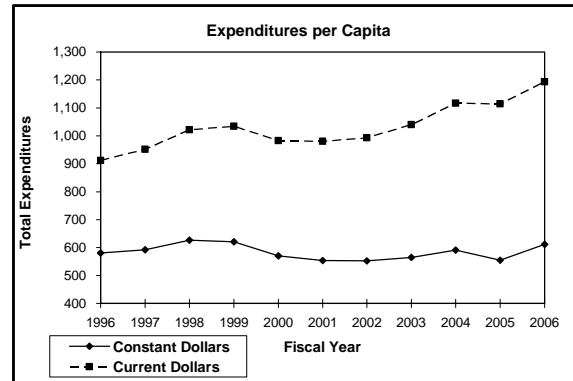


**Analysis:** When adjusted for inflation, revenues per capita climbed noticeably in FY1998, FY2002 and FY2006 largely because of property tax increases. Minor decreases may be attributed to a lackluster economy. The very visible decrease in revenues per capita in constant dollars in FY 2000 is probably a result of the 2000 census population figure being 5.2% higher than the estimate of FY 1999.

**Commentary:** The increase between FY 2005 and FY 2006 is the product of fairly healthy increases in both sales tax and property tax due to growth and property tax rate increases. In terms of actual revenue collected, Metro's revenue increased by \$159 million, which accounts for the increase seen above.

## Expenditures per Capita

**Description:** This indicator assumes that changes in per capita expenditures reflect fluctuations in the population, and compares growth to inflation. The graph compares nominal (current dollar) and real (constant dollar) data.



**Analysis:** The graph illustrates that in constant dollars, Metro's expenditures per capita have remained relatively stable during the period of analysis.

In FY 2000 a deliberate effort to control expenses is evident. Departments' expenses were projected at the same level as the prior year and then trimmed by 5% in response to a slowdown in the economy and because \$.01 of general fund property tax was shifted to debt service. The marked increase in expenditures per capita evidenced in 2002 is likely the result of a combination of the leveling off of the Davidson County population and the property tax increase and reappraisal implemented in 2001. In FY2005, as a result of structural issues connected with the timing of property reappraisal and Metro's traditional adjustment to property tax rates in conjunction with reappraisal, department budgets were sharply reduced – the average reduction was 7%. The increase in FY2006 is related to the restoration of selected expenses and the increased availability of revenues from the property tax rate increase.

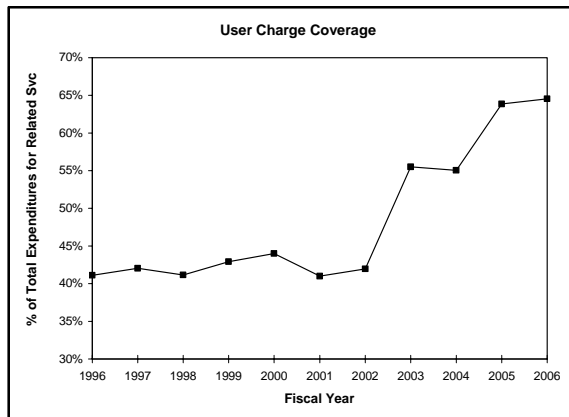
**Commentary:** The graph illustrates that between FY 1998 and FY 2002, in constant dollars, actual expenditures per capita decreased slightly. In constant dollars, expenditures per capita have stayed between \$550 and \$625 over the period reviewed. The marked increase in 2003 is a result increases in pay and fringe benefit costs for Metro employees (including a 40% increase in pension costs) as well as increased expenditures for Metro Schools and an extra day of service (Fridays) for Metro Libraries. Total expenditures increased in FY 2004 by \$30 million due to pay plan and benefit adjustments as well as expenses related to relocating offices during the courthouse renovation.

# Appendix 7: FTMS

## User Charge Coverage

**Description:** User charge coverage refers to the ability to cover the cost of providing a service, in terms of total departmental expenditures. When charges cover the whole cost, the coverage is 100%. If coverage is below 100%, the burden increases on other revenues to support services.

The following departments are included in the user charge coverage analysis: Planning Commission, Codes Administration, Emergency Medical Services, Municipal Auditorium, Traffic & Parking, Parks & Recreation, Beer Board, and Transportation Licensing.



**Analysis:** User charge coverage has increased significantly over the review period, from 41.1% in FY 1996 to 64.4% in FY 2006.

The marked increase from FY 2002 to FY 2003 occurred because ambulance services were no longer considered a user charge funded operation for purposes of this analysis, and both the revenues and expenses were removed from the calculation.

User charges increased from \$22.1 million in FY 2003 to \$28.4 million in FY 2006. Much of this increase was due to a combination of new rates for Codes permits, set as a result of a rate study, and a robust construction economy in Nashville.

Ambulance fees increased by \$1.5 million after trip fees increased from \$125 to \$280 in January 1996. Golf revenues increased after a golf surcharge for course improvements was imposed through calendar year 1995 and green fees were increased then and in FY 1997. The connection between a healthy economy and user charge coverage is clear as revenue collections for construction permits increased particularly between 1997 and FY 1999. Other notable increases through FY 2000 included TennCare transportation reimbursements, alarm permits and Municipal Auditorium revenues.

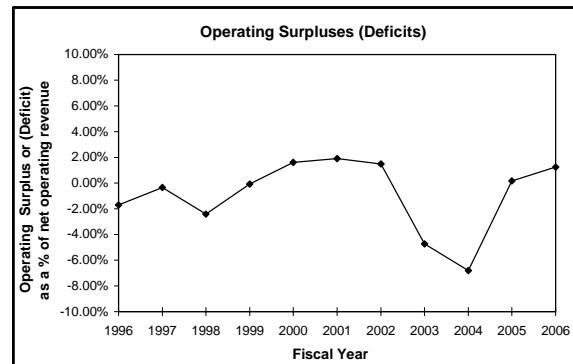
**Commentary:** The upward trend of revenues from user charges is a positive sign that the selected services have become increasingly self-supporting. Several cost studies have been conducted to understand the cost of service provision, and rates have been adjusted to more closely match those costs.

## Operating Position

The term operating position refers to a government's ability to (1) balance its budget on a current basis, (2) maintain reserves for emergencies, and (3) have sufficient liquidity to pay its bills on time.

## Operating Deficits

**Description:** An operating deficit occurs when current expenditures exceed current revenues. This does not necessarily mean that the budget will be out of balance since reserves from prior years may be used to cover the difference. However, credit rating firms regard a current-year operating deficit as a minor warning signal. Two consecutive years of such deficits indicate that current revenues are not supporting current expenditures and require more attention.



**Analysis:** In FY 1996, Metro had an operating deficit of (1.7%) but was able to lessen it to (.3%) in FY 1997; however, the operating deficit reversed in FY 1998 to (2.4%) despite a 1.5% across-the-board operating budget cut.

The FY 1996 budget included significant increases in several departments, particularly Public Works for operation of the Solid Waste Disposal Fund, Sheriff for additional inmate beds, and Fire for 40 new fire department positions. Also, Metro provided one-time funds of \$1.5 million to the Sports Authority related to a new stadium and \$645,000 for completion of the new Farmer's Market. In FY 1998, a major expense was the first year of the employee pay plan costing \$11.9 million. In FY 2003 and 2004 the operating deficit increased substantially due to a stabilizing revenue stream coupled with increased costs

## Appendix 7: FTMS

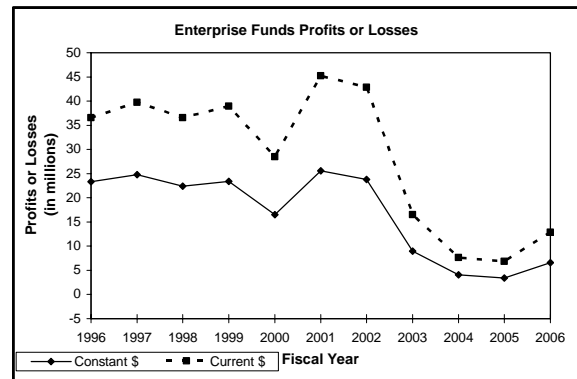
associated with pay plan allocations (the second of a three-year plan to increase salaries as recommended through the Mercer Study) and significant increases in medical and pension costs.

**Commentary:** There are two negative trends to look for with this indicator. The first is two or more consecutive years of operating fund deficits. This occurred in FY 1996 - FY 1998 and FY 2001 - FY 2004. The FY 1996 - FY 1998 operating deficits reveal that Metro relied on fund balance to implement service enhancements as well as to fund some one-time projects. Transfers out of the general fund beginning in FY 1997 were used to finance the new stadium. All of these have had an effect on the delicate balance between obligations and revenues to finance them. In FY 2002 a minimal decrease in this indicator was evidenced, driven by an undesignated fund balance usage of \$25 million appropriated to the debt service and schools debt service fund. The operating deficits in FY 2003 and 2004 are a result of the planned use of fund balances to balance the operational budget.

The second negative indicator is a current operating fund deficit greater than the previous year. In previous years, this fund balance appropriation was covered by expenditure savings and surplus revenues; in FY 1996, not all of the appropriation was so covered, resulting in fund balance being used. Though an operating deficit still occurred in FY 1997, it had been reduced to only (0.3% ) or (\$1.6) million. An improvement is noted in FY 2000, when an operating surplus of 1.6% occurred. A further improvement is evidenced with regard to FY 2002. The planned use of fund balances in FY 2003 and 2004 account for the reduced operating deficits shown in the graph. As expected, in FY 2005 the use of fund balance dropped to near zero.

### Enterprise Fund Profits

**Description:** Enterprise fund programs are expected to operate as if they were privately operated "for profit" entities, rather than government "not for profit" entities. Services or goods provided to the public are paid for by user charges. Since enterprise funds operate under the laws of supply and demand, rate increases may decrease revenues because customers may limit their use of the goods or services.

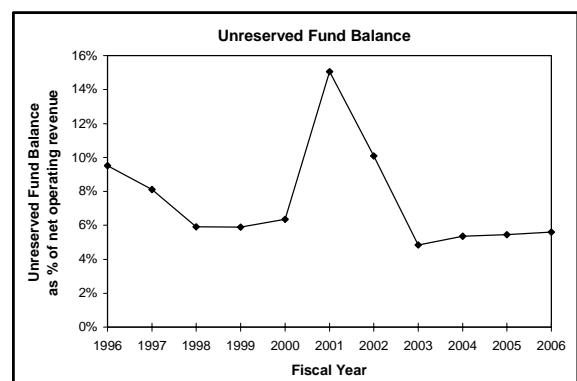


**Analysis:** In FY 1994, Water Services refinanced portions of its long-term debts, borrowing more money than was required to retire the old debt. Accounting procedures required that this additional money be listed as a loss. The Department of Water Services transferred funding to form the new Stormwater Fund in FY 2003. This was a significant contributor to the decline in profits for that year.

**Commentary:** Overall costs for providing most enterprise funds' goods and services have been recovered from user fees, a positive trend.

### Fund Balances

**Description:** Fund balances can be thought of as reserves. Since some fund balances may be designated for specific projects, it is necessary to differentiate between reserved and unreserved fund balance. Unreserved fund balance is the indicator in this case. Unreserved fund balances enable a government to meet future emergencies. A warning occurs when unreserved fund balances decline as a percentage of net operating revenues. This may show an inability to fund emergencies.



**Analysis:** Unreserved fund balance dropped to 9.5% in FY 1996 when funds were used for several service enhancements and for one-time payments to the Sports Authority and Farmers Market. In FY

# Appendix 7: FTMS

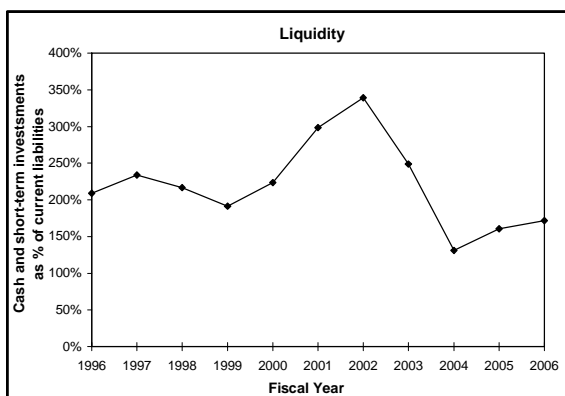
1997, unreserved fund balance fell to 8.1%, when \$11.8 million was appropriated during the year, including funding for public works infrastructure projects, airport noise mitigation, and completion of the Nashville Arena. Unreserved fund balance further declined to 5.9% in FY 1998 where it remained in FY 1999. In FY 2000 fund balance regained a more positive position when it rose to 6.4%. FY 2001 and 2002 evidenced a highly positive position, although a 33% decline in fund balance was observed over the 2001-2002 time period. Fund balance declined in FY 2003 and 2004 due to the planned use of fund balance to balance the operating budget. Fund balance for FY 2006 increased .2%.

### Commentary:

Fund balance as a percentage of operating revenue has fluctuated significantly over the second half of the time period of analysis, but has not dropped below the 4% threshold. In FY 2001, the property tax reappraisal coupled with a property tax increase caused the unreserved fund balance to exceed 15%. In subsequent years, fund balances declined due to the planned use of fund balance to offset operating expenses. Over the 10 year analysis, fund balance has not dipped below 4.85% of net operating revenues. In FY 2006, fund balances were at 6.35% of net operating revenues.

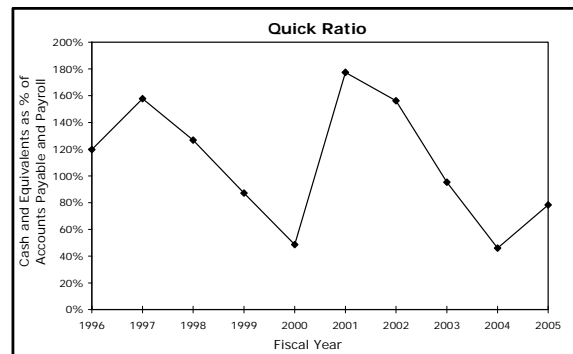
### Liquidity

**Description:** Liquidity measures a government's ability to pay its short-term obligations. Insufficient liquidity will make a government insolvent. In these graphs, **Liquidity** is determined by taking current assets and dividing by current liabilities – a measure known in financial analysis as the current ratio. The other graph, the **quick ratio**, is defined as current assets expected to be converted into cash quickly divided by current liabilities. In this case, it is determined by dividing cash and cash equivalents by accounts payable and accrued payroll.



**Commentary:** Liquidity was measured at 171.8% in FY2006. The liquidity quick ratio has ranged from a high of 177.5% in FY 2001 to a low of 145.9% in FY 2004. The liquidity quick ratio in FY 2006 was 59.1%.

**Analysis:** Credit rating firms consider liquidity of less than 100% to be a negative factor. Liquidity has not fallen below 100% at any point in the history of this analysis. A positive liquidity position indicates that Metro is not overextended in its obligations.



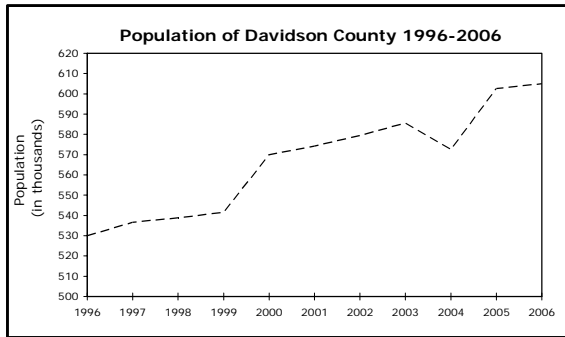
The quick ratio fluctuated sharply in FY 1994 and FY 1997 due in large part to changes in accounting for cash and cash equivalents. A positive quick ratio, particularly in more recent years, indicates that Metro has had adequate cash reserves for immediate contingencies. Though the trend slips somewhat in FY 1998 and FY 1999, Metro's ability to acquire cash during those years was certainly satisfactory. What this graph represents is the planned use of fund balances in the years immediately following an increase in the property tax rate. The precipitous decline in the quick ratio in the years 2001 through 2004 mirrors the decline shown in the years 1997 through 2000.

### Demographic Trends

Municipal fiscal health is related to needs and resources that are often reflected in economic and demographic indicators.

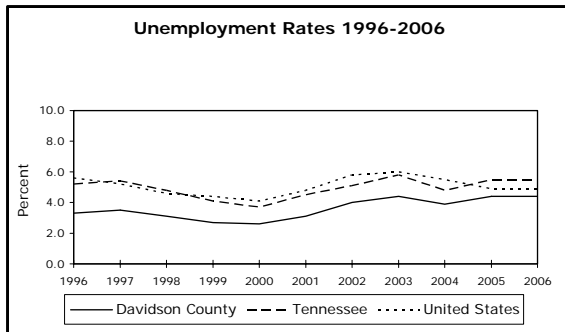
A greater variety of current demographic information is presented in Appendix 4, "About Nashville."

# Appendix 7: FTMS

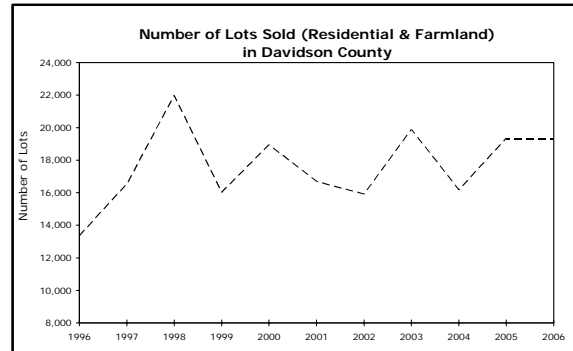


**Population:** Population growth has a significant impact on the quantity of city services demanded. The population of Davidson County has increased steadily over the past decade, from 510,800 in 1990 to 569,891 in 2000, a gain of 11.6%. The U. S. Census population projection for Davidson County in 2005 was 602,679, a 3% increase from the 2003 projection of 572,475. FY 2006 population is 604,953, an increase from FY2005 of 3%.

**Unemployment:** Over the past decade Davidson County has maintained low unemployment rates that are parallel to, but lower than, national and state-wide figures. The County's unemployment rate during the last decade has ranged from a low of



2.6% in FY 2000 to a high of 4.6% in 2003, compared with a range of 3.7% to 5.8% for the state and 4.1% to 6.6% nationally during the same periods. Unemployment rates at the local, state, and national level declined in FY 2004 after trending upward from 2000 to 2003. Davidson County's steady economic base is likely to continue to be healthy due to its economic diversification. Some key factors that maintain low relative unemployment locally include commercial and residential construction and growth in service sector jobs.

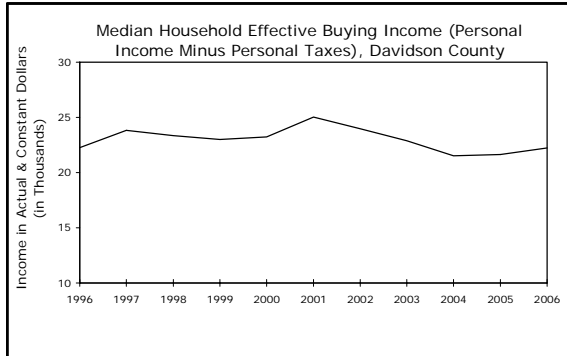


**Occupancy Rates:** With the city's steady population and low unemployment rates, Nashville's occupancy rates -- both residential and commercial -- have remained consistently high over the past decade.

18,951 deed transfers were filed in 2000 according to data from the Assessor of Property, up 18% from the previous year. This surge in lots sold reflects lower interest rates than in 1999 and the effects of a still soaring economy that encouraged both housing developers and individuals to invest in the real estate market. Similarly, there was a spike in deed transfers in FY 2003 when sales of lots increased by 25% over FY 2002, then decreased by 18% in FY 2004. Sales of lots increased by 19.6% from FY 2004 to FY2005. Sales of lots remained stable from FY 2005 to FY 2006.

## Appendix 7: FTMS

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In constant dollars, EBI has decreased by an average of 3.5% each year since FY 2000. The Nashville MSA, however, gained 5% (not shown), an important contrast – the distribution of income in the Nashville MSA does not appear to favor Davidson County; many higher income households are in the MSA but in live in counties other than Davidson. This could signal a continuing demand for services while Metro's tax base is eroding. Median income remained relatively flat from FY 2004 to FY 2006.

**Median Household Income:** Another factor in assessing the economic health of a region is the median household effective buying income (EBI), which subtracts personal taxes and contributions to social insurance (employee contributions to FICA and Medicare.) from total personal income. The constant dollar figure adjusts the household income for inflation. Using data compiled from the *Nashville Sales & Marketing Management*, the graph shows that the median household EBI for Nashville has increased by 1% in constant dollars from FY 1999 to FY 2000, while the state's EBI gained 2%.

