

**Resolution No. 19-04**

**A Resolution to Adopt a Budget and Appropriate Funds for  
Fiscal Year July 1, 2019 through June 30, 2020**

WHEREAS, Article V of the Bylaws provides for the TCMA Board of Directors to appropriate funds for the Association in accordance with an adopted budget; and

WHEREAS, the board desires to appropriate funds for the fiscal year commencing July 1, 2019 in accordance with the attached budget;

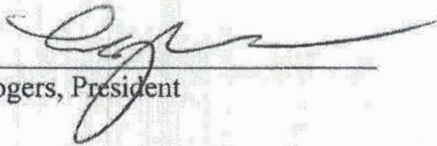
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tennessee City Management Association, as follows:

Section 1. The budget for the fiscal year beginning July 1, 2019, submitted to the board of directors by the executive director and attached hereto, is hereby adopted.

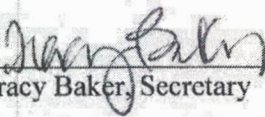
Section 2. The following funding amounts shall be and are hereby adopted as appropriations by fund for the operation of the Tennessee City Management Association for fiscal year 2020:

- General Fund \$104,129
- ICMA Conference Fund \$358,536

WHEREUPON, the President declared the resolution adopted, signed and affixed the date thereto, and directed that the same be recorded.

  
Ted Rogers, President

Date: 6-23-19

  
Tracy Baker, Secretary

Tennessee City Management Association  
Fiscal 2020 Budget  
All Funds

								Budget to Budget Change	
Fund	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Budget	Dollars	Percent
General Fund	\$ 88,915	\$ 94,000	\$123,445	\$ 121,755	\$ 128,157	\$ 133,292	\$ 104,129	\$ (24,028)	-18.7%
ICMA Conference Fund	\$ -	\$ -	\$ -	\$ -	\$ 92,400	\$ 46,903	\$ 358,536	\$ 266,136	288.0%
Total	\$ 88,915	\$ 94,000	\$ 123,445	\$ 121,755	\$ 220,557	\$ 180,195	\$ 462,665		



Tennessee City Management Association  
Fiscal 2020 Budget  
General Fund

				Budget to Budget Change	
				Dollars	Percent
	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Budget	
<b>Revenue</b>					
401- Membership Dues	\$ 34,974	\$ 35,500	\$ 34,290	\$ 34,500	\$ (1,000) -2.8%
402 - Conference Registration Fees	52,920	52,000	51,928	26,000	\$ (26,000) -50.0%
403 - Association Sponsorships	92,177	82,000	94,876	83,000	\$ 1,000 1.2%
404 - Social Events	10,431	10,000	12,291	7,000	\$ (3,000) -30.0%
405 - Donations	14	100	10	10	\$ (90) -90.0%
406 - Interest Earnings	71	100	44	1,500	\$ 1,400 1400%
407 - Miscellaneous	4,989	2,500	1,795	2,000	\$ (500) -20.0%
Total Revenue	\$ 195,576	\$ 182,200	\$ 195,234	\$ 154,010	\$ (28,190) -15.5%
<b>Expenditures</b>					
500 - Executive Director					
501 - Executive Director Salary	\$ 46,018	\$ 50,004	\$ 50,004	\$ 50,004	\$ - 0.0%
502 - Payroll Taxes	1,942	\$ 3,993	3,993	\$ 4,000	7 0.2%
506 - Executive Director Expenses	4,327	4,500	4,352	3,500	(1,000.00) -22.2%
500 Total	\$ 52,287	\$ 58,497	\$ 58,349	\$ 57,504	\$ (993) -1.7%
600 - Conference Expenses					
601 - Meeting Room/Hotel Rental	\$ 1,822	\$ 3,000	\$ 5,442	\$ 1,700	\$ (1,300) -43.3%
602 - Meals	19,765	20,000	24,875	14,000	(6,000) -30.0%
603 - Speakers	1,500	1,500	1,511	2,000	500 33.3%
604 - Audio Visual	4,187	10,000	6,930	5,000	(5,000) -50.0%
605- Social Events	9,879	10,000	10,693	7,000	(3,000) -30.0%
606 - Supplies/Services	2,501	3,000	1,759	1,000	(2,000) -66.7%
600 Total	\$ 39,654	\$ 47,500	\$ 51,210	\$ 30,700	\$ (16,800) -35.4%
700 - Other Business Expenses					
701 - Liability Insurance	\$ 2,355	\$ 2,400	\$ 2,355	\$ 2,400	\$ - 0.0%
702 - Legal & Professional Services	2,520	2,600	2,970	3,000	400 15.4%
703 - Accounting Services	2,292	2,250	1,713	1,750	(500) -22.2%
704 - Website/Registration Systems	4,270	3,000	3,147	1,800	(1,200) -40.0%
705 - Credit Card Processing Fees	3,959	4,200	4,230	3,200	(1,000) -23.8%
707 - Bank Charges & Fees	-	60	13	-	(60) -100.0%
710 - Annual Business Meeting-Luncheon	-	2,000	1,664	1,600	(400) -20.0%
711 - ICMA Conference Reception	3,393	3,500	3,970	-	(3,500) -100.0%
720 - ICMA Fund for Professional Mgmt	1,000	1,000	1,000	1,000	- 0.0%
721 - Awards	213	300	569	525	225 75.0%
730 - Copying/Postage	172	300	28	100	(200) -66.7%

751 - Office Supplies & Software	51	300	251	250	(50)	-16.7%
752 - Other Misc. Expense	463	250	1,823	300	50	20.0%
700 Total	\$ 20,688	\$ 22,160	\$ 23,733	\$ 15,925	\$ (6,235)	-28.1%
800 - 2019 ICMA Conference						
801 - Project Manager	\$ 6,340	\$ -	\$ -	\$ -	\$ -	0.0%
802 - Project Manager Expenses	\$ 187	-	-	-	-	0.0%
803 - Promotional Materials	322	-	-	-	-	0.0%
804 - Advertising & Marketing	400	-	-	-	-	0.0%
809 - Miscellaneous Expenses	1,877	-	-	-	-	0.0%
800 Total	\$ 9,126	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenses	\$ 121,755	\$ 128,157	\$ 133,292	\$ 104,129	\$ (24,028)	-18.7%
Net Operating Income	\$ 73,821	\$ 54,043	\$ 61,942	\$ 49,881		
Transfer Out	\$ -	\$ (40,000)	\$ (40,000)	\$ -		
Transfer In	\$ -	\$ -	\$ -	\$ -		
Net Increase / (Decrease)	\$ 73,821	\$ 14,043	\$ 21,942	\$ 49,881		
Beginning Fund Balance	\$ 153,083		\$ 226,904	\$ 248,846		
Ending Fund Balance	\$ 226,904		\$ 248,846	\$ 298,727		



Tennessee City Management Association  
Fiscal 2020 Budget  
ICMA Conference Fund

				Budget to Budget Change		
	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Budget	Dollars	Percent
Revenue						
402.1 - Conference Registration Fees	\$ -	\$ -	\$ 3,000	\$ 4,950	\$ 4,950	n/a
404.1 - Social Event	-	-	-	4,500	4,500	n/a
406.1 - Interest Earnings	-	100	30	12	(88)	-88%
407.1 - Miscellaneous	-	1,000	-	-	(1,000)	-100%
408 - ICMA Sponsorships	-	60,000	98,765	8,500	(51,500)	-86%
Total Revenue	\$ -	\$ 61,100	\$ 101,795	\$ 17,962	\$ (43,138)	-71%
Expenditures						
700 - Other Business Expenses						
705.1 - Credit Card Processing Fees	\$ -	\$ -	\$ 291	\$ 100	\$ -	0%
700 Total	\$ -	\$ -	\$ 291	\$ 100	\$ -	0%
800 - Expenses						
801 - Project Manager	\$ -	\$ 20,400	\$ 20,400	\$ 16,800	\$ (3,600)	-18%
802 - Project Manager Expenses	-	6,000	4,500	3,500	(2,500)	-42%
803 - Promotional Materials	-	500	-	-	(500)	-100%
804 - Advertising & Marketing	-	500	1,221	-	(500)	-100%
809 - Miscellaneous Expenses	-	5,000	4,310	-	(5,000)	-100%
800 Total		\$ 32,400	\$ 30,431	\$ 20,300	\$ (12,100)	-37%
900 - Funding Pledge						
901 - ICMA Membership Initiative	\$ -	\$ 20,000	\$ 5,400	\$ 8,100	\$ (11,900)	-60%
902 - Planning Committee Dinner	-	15,000	9,662	-	(15,000)	-100%
903 - Saturday Night Reception	-	-	-	55,000	55,000	n/a
904 - Topgolf Event	-	-	-	6,200	6,200	n/a
905 - 5K Run	-	-	-	4,800	4,800	n/a
906 - Hiking	-	-	-	500	500	n/a
907 - Sunday Opening Session/Reception	-	-	-	26,219	26,219	n/a
908 - Monday Inspirational Breakfast	-	-	-	5,000	5,000	n/a
909 - Unclassified	-	25,000	1,410	-	(25,000)	n/a
910 - Conference Center Host Area	-	-	-	50,000	50,000	n/a
911 - Tuesday Evening Events	-	-	-	78,500	78,500	n/a
912 - Transportation	-	-	-	26,500	26,500	n/a
913 - Miscellaneous	-	-	-	52,317	52,317	n/a
914 - TCMA Monday Night Social Event	-	-	-	25,000	25,000	n/a
900 Total	\$ -	\$ 60,000	\$ 16,472	\$ 338,136	\$ 278,136	464%

Total Expenses	\$	-	\$	92,400	\$	46,903	\$	358,536	\$	266,136	288%
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Net Operating Income	\$	-	\$	(31,300)	\$	54,892	\$	(340,574)
Transfers In	\$	-	\$	40,000	\$	40,000	\$	-
Transfers Out	\$	-	\$	-	\$	-	\$	-
Net Increase / (Decrease)	\$	-	\$	8,700	\$	94,892	\$	(340,574)
Beginning Fund Balance	\$	-			\$	245,682	\$	340,574
Ending Fund Balance	\$	245,682			\$	340,574	\$	0