

**Resolution No. 20-02**

**A Resolution to Adopt a Budget and Appropriate Funds for  
Fiscal Year July 1, 2020 through June 30, 2021**

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, 2020 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, 2020, submitted to the board of directors by the executive director and attached hereto, is hereby adopted.

Section 2. The following funding amount shall be and is hereby adopted as the appropriation for the operation of the General Fund during fiscal year 2021:

- General Fund                      \$156,179

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

  
Eric Stuckey, President

Date: 4-15-2020

  
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Tim Ellis, Secretary

Tennessee City Management Association  
 Fiscal 2021 Budget  
 All Funds

Fund	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget	Budget to Budget Change	
								Dollars	%
General Fund	\$ 94,000	\$123,445	\$ 121,755	\$ 135,937	\$ 104,129	\$ 75,730	\$ 156,179	\$ 52,050	50.0%
ICMA Conference Fund	\$ -	\$ -	\$ -	\$ 40,140	\$ 358,536	\$ 250,532	\$ -	\$(358,536)	-100%
<b>Total</b>	<b>\$ 94,000</b>	<b>\$ 123,445</b>	<b>\$ 121,755</b>	<b>\$ 176,077</b>	<b>\$ 462,665</b>	<b>\$ 326,262</b>	<b>\$ 156,179</b>		

Tennessee City Management Association  
Fiscal 2021 Budget  
General Fund

						Budget to Budget Change		
		FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget	Dollars	Percent
<b>Revenue</b>								
401- Membership Dues		\$ 34,974	\$ 34,290	\$ 34,500	\$ 35,400	\$ 35,000	\$ 500	1.4%
402 - Conference Registration Fees		52,920	51,928	26,000	-	51,000	\$ 25,000	96.2%
403 - Association Sponsorships		92,177	96,126	83,000	96,000	84,000	\$ 1,000	1.2%
404 - Social Events		10,431	12,291	7,000	-	10,000	\$ 3,000	42.9%
405 - Donations		14	10	10	1,000	10	\$ -	0.0%
406 - Interest Earnings		71	48	1,500	1,550	1,800	\$ 300	20.0%
407 - Miscellaneous		4,989	1,796	2,000	200	2,000	\$ -	0.0%
<b>Total Revenue</b>		<b>\$ 195,576</b>	<b>\$ 196,489</b>	<b>\$ 154,010</b>	<b>\$ 134,150</b>	<b>\$ 183,810</b>	<b>\$ 29,800</b>	<b>15.2%</b>
<b>Expenditures</b>								
<b>500 - Executive Director</b>								
501 - Executive Director Salary		\$ 46,018	\$ 50,004	\$ 50,004	\$ 50,004	\$ 50,004	\$ -	0.0%
502 - Payroll Taxes		1,942	\$ 4,014	4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
506 - Executive Director Expenses		4,327	4,452	3,500	3,500	4,600	\$ 1,100	24.7%
<b>500 Total</b>		<b>\$ 52,287</b>	<b>\$ 58,470</b>	<b>\$ 57,504</b>	<b>\$ 57,504</b>	<b>\$ 58,604</b>	<b>\$ 1,100</b>	<b>1.9%</b>
<b>600 - Conference Expenses</b>								
601 - Meeting Room/Hotel Rental		\$ 1,822	\$ 5,442	\$ 1,700	\$ -	\$ 2,500	\$ 800	14.7%
602 - Meals		19,765	24,875	14,000	-	28,000	\$ 14,000	56.3%
603 - Speakers		1,500	1,512	2,000	-	6,000	\$ 4,000	264.6%
604 - Audio Visual		4,187	6,930	5,000	-	7,000	\$ 2,000	28.9%
605- Social Events		9,879	10,693	7,000	-	12,000	\$ 5,000	46.8%
606 - Supplies/Services		2,501	1,690	1,000	1,200	1,500	\$ 500	29.6%
<b>600 Total</b>		<b>\$ 39,654</b>	<b>\$ 51,142</b>	<b>\$ 30,700</b>	<b>\$ 1,200</b>	<b>\$ 57,000</b>	<b>\$ 26,300</b>	<b>51.4%</b>
<b>700 - Other Business Expenses</b>								
701 - Business Insurance		\$ 2,355	\$ 2,355	\$ 2,400	\$ 2,355	\$ 2,400	\$ -	0.0%
702 - Legal & Professional Services		2,520	2,970	3,000	2,955	3,000	\$ -	0.0%
703 - Accounting Services		2,292	1,805	1,750	1,735	1,750	\$ -	0.0%
704 - Website/Registration Systems		4,270	3,147	1,800	1,940	3,500	\$ 1,700	54.0%
705 - Credit Card Processing Fees		3,959	4,228	3,200	3,600	3,600	\$ 400	9.5%
707 - Bank Charges & Fees		5	13	-	-	-	\$ -	0.0%
710 - Business Meeting-Luncheon		-	1,664	1,600	1,991	-	\$ (1,600)	-96.2%
711 - ICMA Conference Reception		3,393	3,970	-	-	3,800	\$ 3,800	95.7%
720 - ICMA Professional Mgmt Fund		1,000	1,000	1,000	1,000	1,000	\$ -	0.0%
721 - Awards		213	568	525	400	525	\$ -	0.0%

					Budget to Budget Change		
	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget	Dollars	Percent
725 - Public Management Fellow	-	-	-	-	20,000	\$ 20,000	n/a
730 - Copying/Postage	172	28	100	50	100	\$ -	0.0%
751 - Office Supplies & Software	51	251	250	500	400	\$ 150	59.8%
752 - Other Misc. Expense	463	4,326	300	500	500	\$ 200	4.6%
700 Total	\$ 20,693	\$ 26,325	\$ 15,925	\$ 17,026	\$ 40,575	\$ 24,650	93.6%
800 - 2019 ICMA Conference							
801 - Project Manager	\$ 6,340	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
802 - Project Manager Expenses	\$ 187	-	-	-	-	-	n/a
803 - Promotional Materials	322	-	-	-	-	-	n/a
804 - Advertising & Marketing	400	-	-	-	-	-	n/a
809 - Miscellaneous Expenses	1,877	-	-	-	-	-	n/a
800 Total	\$ 9,126	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Total Expenses	\$ 121,760	\$ 135,937	\$ 104,129	\$ 75,730	\$ 156,179	\$ 52,050	50.0%

Net Operating Income	\$ 73,816	\$ 60,552	\$ 49,881	\$ 58,420	\$ 27,631
Transfer Out	\$ -	\$ (40,000)	\$ -	\$ -	\$ -
Transfer In	\$ -	\$ -	\$ -	\$ 116,802	\$ -
Net Increase / (Decrease)	\$ 73,816	\$ 20,552	\$ 49,881	\$ 175,222	\$ 27,631
Beginning Fund Balance	\$ 153,088	\$ 226,904	\$ 248,846	\$ 247,456	\$ 422,678
Ending Fund Balance	\$ 226,904	\$ 247,456	\$ 298,727	\$ 422,678	\$ 450,309

Tennessee City Management Association  
Fiscal 2021 Budget  
ICMA Conference Fund

						Budget to Budget Change		
						Dollars	Percent	
		FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget		
<b>Revenue</b>								
402.1 - Conference Registration Fees	\$	-	-	\$ 4,950	\$ 3,957	\$ -	\$ (4,950)	-100%
404.1 - Social Event		-	-	4,500	5,130	-	\$ (4,500)	-100%
406.1 - Interest Earnings		-	30	12	22	-	\$ (12)	-100%
407.1 - Miscellaneous		-	-	-	690	-	\$ -	n/a
408 - ICMA Sponsorships		-	101,492	8,500	10,471	-	\$ (8,500)	-100%
<b>Total Revenue</b>	<b>\$</b>	<b>-</b>	<b>\$ 101,522</b>	<b>\$ 17,962</b>	<b>\$ 20,270</b>	<b>\$ -</b>	<b>\$ (17,962)</b>	<b>-100%</b>
<b>Expenditures</b>								
<b>700 - Other Business Expenses</b>								
705.1 - Credit Card Processing Fees	\$	-	\$ 291	\$ 100	\$ 285	\$ -	\$ (100)	-100%
<b>700 Total</b>	<b>\$</b>	<b>-</b>	<b>\$ 291</b>	<b>\$ 100</b>	<b>\$ 285</b>	<b>\$ -</b>	<b>\$ (100)</b>	<b>-100%</b>
<b>800 - Expenses</b>								
801 - Project Manager	\$	-	\$ 20,400	\$ 16,800	\$ 16,800	\$ -	\$ (16,800)	-100%
802 - Project Manager Expenses		-	2,845	3,500	1,826	-	(3,500)	-100%
803 - Promotional Materials		-	-	-	-	-	-	n/a
804 - Advertising & Marketing		-	1,221	-	-	-	-	n/a
809 - Miscellaneous Expenses		-	4,310	-	-	-	-	n/a
<b>800 Total</b>		<b>-</b>	<b>\$ 28,776</b>	<b>\$ 20,300</b>	<b>\$ 18,626</b>	<b>\$ -</b>	<b>\$ (20,300)</b>	<b>-100%</b>
<b>900 - Funding Pledge</b>								
901 - ICMA Membership Initiative	\$	-	-	\$ 8,100	\$ 10,805	\$ -	\$ (8,100)	-100%
902 - Planning Committee Dinner		-	9,662	-	-	-	\$ -	n/a
903 - Saturday Night Reception		-	-	55,000	47,850	-	\$ (55,000)	-100%
904 - Topgolf Event		-	-	6,200	6,200	-	\$ (6,200)	-100%
905 - 5K Run		-	-	4,800	7,099	-	\$ (4,800)	-100%
906 - Hiking		-	-	500	-	-	\$ (500)	-100%
907 - Sunday Opening Session/Reception		-	-	26,219	19,381	-	\$ (26,219)	-100%
908 - Monday Inspirational Breakfast		-	-	5,000	2,400	-	\$ (5,000)	-100%
910 - Conference Center Host Area		-	-	50,000	24,773	-	\$ (50,000)	-100%
911 - Tuesday Evening Events		-	-	78,500	78,500	-	\$ (78,500)	-100%
912 - Transportation		-	-	26,500	13,500	-	\$ (26,500)	-100%
913 - Miscellaneous		-	1,411	52,317	8,173	-	\$ (52,317)	-100%
914 - TCMA Monday Night Social Event		-	-	25,000	12,940	-	\$ (25,000)	-100%
<b>900 Total</b>	<b>\$</b>	<b>-</b>	<b>\$ 11,073</b>	<b>\$ 338,136</b>	<b>\$ 231,621</b>	<b>\$ -</b>	<b>\$ (338,136)</b>	<b>-100%</b>

Total Expenses	\$ -	\$ 40,140	\$ 358,536	\$ 250,532	\$ -	\$(358,536)	-100%
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Net Operating Income	\$ -	\$ 61,382	\$ (340,574)	\$ (230,262)	\$ -		
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Transfers In	\$ -	\$ 40,000	\$ -	\$ -	\$ -		
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Transfers Out	\$ -	\$ -	\$ -	\$ 116,802	\$ -		
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Net Increase / (Decrease)	\$ -	\$ 101,382	\$ (340,574)	\$ (347,064)	\$ -		
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Beginning Fund Balance	\$ -	\$ 245,682	\$ 340,574	\$ 347,064	\$ -		
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Ending Fund Balance	\$ 245,682	\$ 347,064	\$ -	\$ -	\$ -		
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