

03 Metropolitan Clerk - At a Glance

Mission 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, retention of the adopted by-laws, rules and regulations as well as the membership roster of each board or commission of the Metropolitan Government, and the provision of professional document management services for Metropolitan Government Departments.

Budget Summary

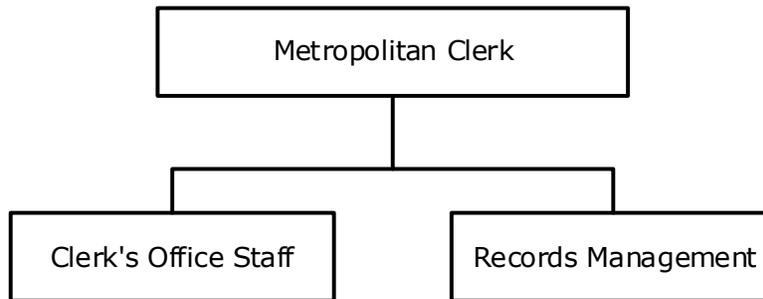
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Expenditures and Transfers:			
GSD General Fund	\$ 798,200	\$ 898,700	\$ 877,300
Total Expenditures and Transfers	<u>\$ 798,200</u>	<u>\$ 898,700</u>	<u>\$ 877,300</u>
Revenues and Transfers:			
Program Revenue			
Charges, Commissions, and Fees	\$ 7,700	\$ 9,100	\$ 11,200
Other Governments and Agencies	0	0	0
Other Program Revenue	0	0	0
Total Program Revenue	\$ 7,700	\$ 9,100	\$ 11,200
Non-program Revenue	\$ 2,500	\$ 2,500	\$ 2,100
Transfers From Other Funds and Units	0	0	0
Total Revenues and Transfers	<u>\$ 10,200</u>	<u>\$ 11,600</u>	<u>\$ 13,300</u>
Expenditures Per Capita	\$ 1.18	\$ 1.31	\$ 1.27

Positions Total Budgeted Positions 6 7 7

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Organizational Structure



Programs

Administrative

Non-allocated Financial Transactions

Legislative

Legislative

Records Management

Records Management

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Budget Changes and Impact Highlights

Recommendation			Impact
Non-allocated Financial Transactions			
Saving Target	GSD	(23,400)	Saving target assigned equitably to agency in supporting Nashville's long-term financial strength
Internal Service Charges*	GSD	(7,100)	Delivery of centrally provided services including information systems, fleet management, radio, and surplus property
Pay Plan Adjustment	GSD	9,100	Supports the hiring and retention of a qualified workforce
General Services District Total		\$(21,400)	
TOTAL		\$(21,400)	

* See Internal Service Charges section for details

** SPF – Special Purpose Funds