

15 Finance - At a Glance

Mission 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.

Budget Summary

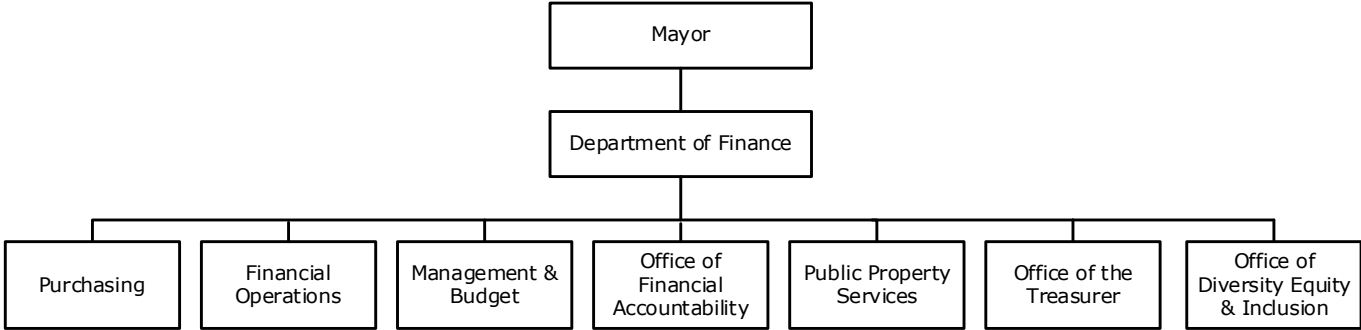
	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>
Expenditures and Transfers:			
GSD General Fund	\$ 10,759,300	\$ 12,317,000	\$ 14,368,200
Internal Service Fund	914,400	1,166,600	1,243,500
Special Purpose Fund	2,600	2,600	3,700
Total Expenditures and Transfers	<u>\$ 11,676,300</u>	<u>\$ 13,486,200</u>	<u>\$ 15,615,400</u>
Revenues and Transfers:			
Program Revenue			
Charges, Commissions, and Fees	\$ 914,400	\$ 1,166,600	\$ 1,243,500
Other Governments and Agencies	0	0	0
Other Program Revenue	2,600	2,600	0
Total Program Revenue	<u>\$ 917,000</u>	<u>\$ 1,169,200</u>	<u>\$ 1,243,500</u>
Non-program Revenue	\$ 0	\$ 0	\$ 0
Transfers From Other Funds and Units	0	0	0
Total Revenues and Transfers	<u>\$ 917,000</u>	<u>\$ 1,169,200</u>	<u>\$ 1,243,500</u>
Expenditures Per Capita	\$ 16.31	\$ 19.16	\$ 21.86

Positions Total Budgeted Positions	120	130	133
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Organizational Structure



Programs

Business Integrity and Accountability

Compliance Monitoring and Accountability

Business Support and Solutions

Accounts Payable
 Business Assistance Office
 Cash Operations
 Financial Accounting and Reporting
 Payroll Operations
 Purchasing
 Real Estate Management
 Tourism Tax

Executive Leadership

Executive Leadership
 Non-allocated Financial Transactions
 Diversity Equity and Inclusion

Strategic Resource Allocation and Management

Budget Planning and Management
 Grants and Cost Management
 Investment Committee Support
 Investor Relations

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Budget Changes and Impact Highlights

Recommendation			Impact
Finance Operations - Payroll			
Contractual Increase	GSD	\$6,100	To provide funding for Tax software from Vertex and consultant work. The tax software maintains regulatory tax compliance.
Postage & Delivery	GSD	1,000	To provide funding for postage and delivery to ensure timely delivery of deceased employee's checks to family.
Telecommunications			
Operational Funding	GSD	10,000	To provide additional funding for the increase cost of telecommunications due to inflationary increases.
Finance Operations - Business Assistance			
Disparity Study	GSD	235,000	The Equal Business Opportunity Program supports the economic growth and development of minority and woman owned business by promoting inclusion in the purchasing process. The funding for a disparity study will ensure Metro is continuing to provide equitable procurement services.
Mentor Protégé Program	GSD	50,000	To provide funding for the Mentor Protégé Program which will support the economic growth and development of minority and woman owned business by promoting inclusion in the purchasing process.
Consultant Services			
Consultant Fees for various programs	GSD	250,000	To provide funding for consultant fees for various projects. Services may include best practice reviews, financial analysis, and other general consultant activities.
Professional Training and Development			
Memberships and CPE	GSD	150,000	To provide funding for professional memberships and continuing professional education (CPE) training for the Finance Office staff.
Memberships and CPE	ISF	5,000	To provide funding for professional memberships and continuing professional education (CPE) training for the Office of Treasury's staff.
Finance Operations – Accounting			
Accountant 3	GSD	87,800 1.00 FTE	To provide funding for an Accountant 3 position to address increased workloads. The position will also provide the ability to cross train within the division of accounts.
Adobe Pro DC Licenses			
Division of Accounts and Accounts Payable	GSD	1,600	To provide funding for Adobe Pro DC licenses. This will allow the divisions to be paperless and provide documentation for the annual audit.

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Budget Changes and Impact Highlights

Recommendation		Impact	
Finance Operations – Accounts Payable			
Application Technician 2	GSD	64,800 1.00 FTE	To provide funding for an Application Technician position to address increased workloads. The position will also provide the ability to cross train within the Accounts Payable Division.
Finance Operations- Executive Leadership			
Finance Administrator	GSD	110,900 1.00 FTE	To provide funding for a Finance Administrator position to assist in the preparation, review and tracking of legislation.
Grant Fund			
Comcast Cares	SPF	1,100	To adjust grant fund to account for available funding.
Non-allocated Financial Transactions			
Insurance Billings	ISF	100	Represents direct charges to department for insurance costs.
Internal Service Charges*	GSD ISF	(5000) (200)	Delivery of centrally provided services including information systems, fleet management, radio, and surplus property.
Pay Plan Allocation	GSD ISF	1,089,000 72,000	Supports the hiring and retention of a qualified workforce.
General Services District Total		\$2,051,200 3.00 FTEs	
Internal Service Funds Total		\$76,900	
Special Purpose Funds Total		\$1,100	
TOTAL		\$2,129,200 3.00 FTEs	

GSD - General Services District

ISF - Internal Service Funds

SPF - Special Purpose Funds

* See Internal Service Charges section for details

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GSD General Fund						
	FY2021 Budget	FY2021 Actuals	FY2022 Budget	FY2023 Budget	FY22-FY23 Difference	FY22-FY23 % Change
OPERATING EXPENSES:						
PERSONAL SERVICES	9,683,900	8,817,282	11,160,800	12,513,300	1,352,500	12.12%
OTHER SERVICES:						
Utilities	900	776	1,400	1,400	0	0.0%
Professional & Purchased Services	74,700	334,609	175,200	708,000	532,800	304.11%
Travel, Tuition, and Dues	37,800	43,329	62,600	216,700	154,100	246.17%
Communications	80,000	60,519	117,300	138,100	20,800	17.73%
Repairs & Maintenance Services	2,600	0	0	1,300	1,300	100.0%
Internal Service Fees	354,900	354,900	423,500	418,500	(5,000)	-1.18%
Other Expenses	524,500	498,964	376,200	370,900	(5,300)	-1.41%
TOTAL OTHER SERVICES	1,075,400	1,293,097	1,156,200	1,854,900	698,700	60.43%
TOTAL OPERATING EXPENSES	10,759,300	10,110,379	12,317,000	14,368,200	2,051,200	16.65%
TRANSFERS TO OTHER FUNDS/UNITS	0	0	0	0	0	0.0%
TOTAL EXPENSES & TRANSFERS	10,759,300	10,110,379	12,317,000	14,368,200	2,051,200	16.65%
PROGRAM REVENUE:						
Charges, Commissions, & Fees	0	0	0	0	0	0.0%
Federal (Direct & Pass Through)	0	0	0	0	0	0.0%
State Direct	0	0	0	0	0	0.0%
Other Government Agencies	0	0	0	0	0	0.0%
Other Program Revenue	0	0	0	0	0	0.0%
TOTAL PROGRAM REVENUE	0	0	0	0	0	0.0%
NON-PROGRAM REVENUE:						
Property Taxes	0	0	0	0	0	0.0%
Local Option Sales Tax	0	0	0	0	0	0.0%
Other Tax, Licenses, & Permits	0	0	0	0	0	0.0%
Fines, Forfeits, & Penalties	0	0	0	0	0	0.0%
Compensation From Property	0	0	0	0	0	0.0%
TOTAL NON-PROGRAM REVENUE	0	0	0	0	0	0.0%
TRANSFERS FROM OTHER FUNDS/UNITS	0	0	0	0	0	0.0%
TOTAL REVENUE & TRANSFERS	0	0	0	0	0	0.0%
Expenditures Per Capita	\$15.03	\$14.12	\$17.50	\$20.11	\$2.61	14.91%

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Internal Service Fund						
	FY2021 Budget	FY2021 Actuals	FY2022 Budget	FY2023 Budget	FY22-FY23 Difference	FY22-FY23 % Change
OPERATING EXPENSES:						
PERSONAL SERVICES	836,700	810,282	1,004,200	1,076,200	72,000	7.17%
OTHER SERVICES:						
Utilities	0	0	500	500	0	0.0%
Professional & Purchased Services	200	237	90,200	90,200	0	0.0%
Travel, Tuition, and Dues	0	1,348	3,600	10,300	6,700	186.11%
Communications	15,400	5,693	13,600	12,300	(1,300)	-9.56%
Repairs & Maintenance Services	0	0	0	0	0	0.0%
Internal Service Fees	42,400	34,922	37,000	36,800	(200)	-0.54%
Other Expenses	19,700	19,394	17,500	17,200	(300)	-1.71%
TOTAL OTHER SERVICES	77,700	61,594	162,400	167,300	4,900	3.02%
TOTAL OPERATING EXPENSES	914,400	871,876	1,166,600	1,243,500	76,900	6.59%
TRANSFERS TO OTHER FUNDS/UNITS	0	0	0	0	0	0.0%
TOTAL EXPENSES & TRANSFERS	914,400	871,876	1,166,600	1,243,500	76,900	6.59%
PROGRAM REVENUE:						
Charges, Commissions, & Fees	914,400	848,774	1,166,600	1,243,500	76,900	6.59%
Federal (Direct & Pass Through)	0	0	0	0	0	0.0%
State Direct	0	0	0	0	0	0.0%
Other Government Agencies	0	0	0	0	0	0.0%
Other Program Revenue	0	0	0	0	0	0.0%
TOTAL PROGRAM REVENUE	914,400	848,774	1,166,600	1,243,500	76,900	6.59%
NON-PROGRAM REVENUE:						
Property Taxes	0	0	0	0	0	0.0%
Local Option Sales Tax	0	0	0	0	0	0.0%
Other Tax, Licenses, & Permits	0	0	0	0	0	0.0%
Fines, Forfeits, & Penalties	0	0	0	0	0	0.0%
Compensation From Property	0	0	0	0	0	0.0%
TOTAL NON-PROGRAM REVENUE	0	0	0	0	0	0.0%
TRANSFERS FROM OTHER FUNDS/UNITS	0	0	0	0	0	0.0%
TOTAL REVENUE & TRANSFERS	914,400	848,774	1,166,600	1,243,500	76,900	6.59%
Expenditures Per Capita	\$1.28	\$1.22	\$1.66	\$1.74	\$0.08	4.82%

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Special Purpose Fund						
	FY2021 Budget	FY2021 Actuals	FY2022 Budget	FY2023 Budget	FY22-FY23 Difference	FY22-FY23 % Change
OPERATING EXPENSES:						
PERSONAL SERVICES	0	0	0	0	0	0.0%
OTHER SERVICES:						
Utilities	0	0	0	0	0	0.0%
Professional & Purchased Services	0	20,000	0	0	0	0.0%
Travel, Tuition, and Dues	0	3,445	0	0	0	0.0%
Communications	0	1,100	0	0	0	0.0%
Repairs & Maintenance Services	0	0	0	0	0	0.0%
Internal Service Fees	0	0	0	0	0	0.0%
Other Expenses	2,600	0	2,600	3,700	1,100	42.31%
TOTAL OTHER SERVICES	2,600	24,545	2,600	3,700	1,100	42.31%
TOTAL OPERATING EXPENSES	2,600	24,545	2,600	3,700	1,100	42.31%
TRANSFERS TO OTHER FUNDS/UNITS	0	0	0	0	0	0.0%
TOTAL EXPENSES & TRANSFERS	2,600	24,545	2,600	3,700	1,100	42.31%
PROGRAM REVENUE:						
Charges, Commissions, & Fees	0	0	0	0	0	0.0%
Federal (Direct & Pass Through)	0	0	0	0	0	0.0%
State Direct	0	0	0	0	0	0.0%
Other Government Agencies	0	0	0	0	0	0.0%
Other Program Revenue	2,600	47	2,600	0	(2,600)	-100.00%
TOTAL PROGRAM REVENUE	2,600	47	2,600	0	(2,600)	-100.00%
NON-PROGRAM REVENUE:						
Property Taxes	0	0	0	0	0	0.0%
Local Option Sales Tax	0	0	0	0	0	0.0%
Other Tax, Licenses, & Permits	0	0	0	0	0	0.0%
Fines, Forfeits, & Penalties	0	0	0	0	0	0.0%
Compensation From Property	0	0	0	0	0	0.0%
TOTAL NON-PROGRAM REVENUE	0	0	0	0	0	0.0%
TRANSFERS FROM OTHER FUNDS/UNITS	0	0	0	0	0	0.0%
TOTAL REVENUE & TRANSFERS	2,600	47	2,600	0	(2,600)	-100.00%
Expenditures Per Capita	\$0.00	\$0.03	\$0.00	\$0.01	\$0.01	100.00%

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<u>Title</u>	<u>Grade</u>	<u>Job Class</u>	<u>FY2021 Budgeted</u>		<u>FY2022 Budgeted</u>		<u>FY2023 Budgeted</u>		<u>FY22-FY23 Variance</u>	
			<u>Pos.</u>	<u>FTE</u>	<u>Pos.</u>	<u>FTE</u>	<u>Pos.</u>	<u>FTE</u>	<u>Pos.</u>	<u>FTE</u>
GSD General 10101										
Accountant 2	OR03	10861	4	4.00	11	11.00	11	11.00	0	0.00
Accountant 3	OR05	10862	4	4.00	6	6.00	7	7.00	1	1.00
Accountant Chief	OR11	01050	1	1.00	0	0.00	0	0.00	0	0.00
Admin Services Manager	OR07	07242	6	6.00	1	1.00	1	1.00	0	0.00
Admin Services Officer 2	OR01	07243	0	0.00	2	2.00	2	2.00	0	0.00
Admin Services Officer 3	OR03	07244	8	8.00	7	7.00	7	7.00	0	0.00
Admin Services Officer 4	OR05	07245	5	5.00	4	4.00	4	4.00	0	0.00
Application Tech 2	ST08	10102	5	5.00	6	6.00	7	7.00	1	1.00
Application Tech 3	ST09	10103	4	4.00	3	3.00	3	3.00	0	0.00
Budget Officer Assistant	OR10	10942	1	1.00	1	1.00	1	1.00	0	0.00
Business Development Officer	OR05	06699	1	1.00	1	1.00	1	1.00	0	0.00
Chief Accountant - Asst	OR10	10943	1	1.00	1	1.00	1	1.00	0	0.00
Chief Diversity and Equity Inclusion	OR11	11104	1	1.00	1	1.00	1	1.00	0	0.00
Finance Administrator	OR07	10108	8	8.00	11	11.00	12	12.00	1	1.00
Finance Asst Director	OR11	06108	2	1.25	3	2.25	3	2.25	0	0.00
Finance Deputy Director	OR13	07704	5	4.25	5	4.25	5	4.25	0	0.00
Finance Director	NS	01570	1	1.00	1	1.00	1	1.00	0	0.00
Finance Manager	OR09	06232	9	9.00	10	10.00	10	10.00	0	0.00
Finance Officer 1	OR01	10150	1	1.00	1	1.00	1	1.00	0	0.00
Finance Officer 2	OR03	10151	6	6.00	4	4.00	4	4.00	0	0.00
Finance Officer 3	OR05	10152	5	5.00	6	6.00	6	6.00	0	0.00
Human Resources Administrator	OR07	07346	0	0.00	1	1.00	1	1.00	0	0.00
Human Resources Analyst 2	OR03	03455	1	1.00	0	0.00	0	0.00	0	0.00
Human Resources Analyst 3	OR05	06874	0	0.00	1	1.00	1	1.00	0	0.00
Info Systems App Analyst 3	OR05	07783	0	0.00	1	1.00	1	1.00	0	0.00
Information Sys Oper Analyst 1	OR03	10475	1	1.00	1	1.00	1	1.00	0	0.00
Management & Budget Analyst 2	OR03	10874	5	5.00	5	5.00	5	5.00	0	0.00
Management & Budget Analyst 3	OR06	10875	1	1.00	1	1.00	1	1.00	0	0.00
Metropolitan Treasurer - Asst	OR10	10944	0	0.00	1	1.00	1	1.00	0	0.00
Procurement Officer 1	OR01	10876	2	2.00	2	2.00	2	2.00	0	0.00
Procurement Officer 2	OR03	10877	10	10.00	9	9.00	9	9.00	0	0.00
Procurement Officer 3	OR05	10878	5	5.00	4	4.00	4	4.00	0	0.00
Public Property Officer - Asst	OR10	10945	0	0.00	1	1.00	1	1.00	0	0.00
Purchasing Agent	OR11	04000	1	1.00	1	1.00	1	1.00	0	0.00
Purchasing Agent - Asst	OR10	10946	1	1.00	1	1.00	1	1.00	0	0.00
Research Analyst 2	OR05	07391	0	0.00	1	1.00	1	1.00	0	0.00
Seasonal/Part-time/Temporary	NS	09020	4	1.00	4	1.00	4	1.00	0	0.00
Special Asst To The Dir	OR07	05945	1	1.00	1	1.00	1	1.00	0	0.00
Special Projects Manager	OR11	07762	3	3.00	2	2.00	2	2.00	0	0.00
Total Positions & FTEs			113	108.50	122	117.50	125	120.50	3	3.00

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<u>Title</u>	<u>Grade</u>	<u>Job Class</u>	<u>FY2021 Budgeted</u>		<u>FY2022 Budgeted</u>		<u>FY2023 Budgeted</u>		<u>FY22-FY23 Variance</u>	
			<u>Pos.</u>	<u>FTE</u>	<u>Pos.</u>	<u>FTE</u>	<u>Pos.</u>	<u>FTE</u>	<u>Pos.</u>	<u>FTE</u>
Treasury Management 51180										
Admin Services Officer 3	OR03	07244	1	1.00	0	0.00	0	0.00	0	0.00
Finance Administrator	OR07	10108	1	1.00	0	0.00	0	0.00	0	0.00
Finance Manager	OR09	06232	2	2.00	3	3.00	3	3.00	0	0.00
Finance Officer 2	OR03	10151	2	2.00	3	3.00	3	3.00	0	0.00
Info Sys Advisor 1	OR07	07234	0	0.00	1	1.00	1	1.00	0	0.00
Metropolitan Treasurer	OR11	03160	1	1.00	1	1.00	1	1.00	0	0.00
Total Positions & FTEs			7	7.00	8	8.00	8	8.00	0	0.00
Department Totals			120	115.50	130	125.50	133	128.50	3	3.00