



AGENDA ITEM#: 51

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**MEMORANDUM**

TO: Metropolitan Planning Commission Executive Committee  
FROM: Mark Donaldson, Executive Director  
DATE: August 14, 2014  
SUBJECT: Consideration of Amendment No. 2 to MPC's FY 2014-2015 Budget

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The FY 2014/15 budget was initially approved in June 2014 and first amended in July 2014 to correct accounts for projected grant related expenditures. This amendment details a net reduction in projected expenses of \$63,987 and a concurrent reduction in the amount of unrestricted fund balance (savings from previous years) necessary to balance the budget.

Projected net reductions in expenditures are summarized as follows:

- Net reduction in salary expenditures (\$73,702)
  - Elimination of two positions: Deputy Director and Finance Manager (\$168,702)
  - New planner position (\$35,000 for balance of year)
  - Additional payout of accrued leave resulting from retirement of Buz Johnson (\$20,000)
  - Additional funds for staff salary increases (\$40,000)
- Net reduction in expenditures for employee benefits (\$36,525)
- Increase in insurance expenditures (\$8,400)
- Increase in expenditures to Knox County for financial services (\$37,840)

As a result of the reduction in projected expenditures the projected use of unrestricted fund balance may be reduced by \$63,987.

**STAFF RECOMMENDATION**

Staff recommends that the executive committee approve the proposed budget amendment and recommend approval by the planning commission

**EXHIBITS**

- Revenue and Expenditure Budget, with Amendment Two

## REVENUES AND OTHER FUNDING SOURCES

REVENUES	Amended Budget As of July 10	Amendment Two August 14, 2014	Change
<b>Appropriations</b>			
City of Knoxville	905,000	905,000	
Knox County	646,000	646,000	
<b>Total Local Appropriation</b>	<b>1,551,000</b>	<b>1,551,000</b>	
<b>Fees</b>			
Application Fees	504,000	504,000	
Cell Tower Fees	15,000	15,000	
<b>Total Fees</b>	<b>519,000</b>	<b>519,000</b>	
<b>Contracts</b>			
Knox County Schools - PEFA	7,500	7,500	
TN Historic Commission	5,000	5,000	
<b>Total Contracts</b>	<b>12,500</b>	<b>12,500</b>	
<b>In Kind Contributions</b>			
Knox County - Rent	0	0	
<b>Total In Kind Sources</b>	<b>0</b>	<b>0</b>	
<b>Grant Reimbursements</b>			
TPO - FHWA/FTA	1,082,000	1,082,000	
TPO - Car Share	45,000	45,000	
TPO - Smart Trips	243,000	243,000	
TPO - Bike Enhancement Program	10,000	10,000	
TPO - Section 5310 Transit	383,000	383,000	
TPO JARC	125,000	125,000	
TPO New Freedom	263,000	263,000	
<b>Total Grant Reimbursements</b>	<b>2,151,000</b>	<b>2,151,000</b>	
<b>From Unrestricted Fund Reserves</b>			
SURDA	14,000	14,000	
Other Unrestricted	200,938	136,951	(63,987)
<b>Total Unrestricted Fund Reserves</b>	<b>214,938</b>	<b>150,951</b>	
<b>TOTAL REVENUES AND SOURCES</b>	<b>4,448,438</b>	<b>4,384,451</b>	<b>(63,987)</b>