



MEMORANDUM

TO: Metropolitan Planning Commission
FROM: Mark Donaldson, Executive Director
DATE: September 11, 2014
SUBJECT: Consideration of amendment of budget and work program for FY2014-15
9-B-14-OB

REQUEST

Consideration of amendment of proposed annual work program and corresponding amendment of budget for FY 2014-15.

BACKGROUND

Staff proposes to add to the annual work program for FY 2014-15 three special projects that have been discussed in recent months:

- *ULI Briefing Book*. The City of Knoxville has approached MPC staff to assist them in the compilation of a briefing book for an October 5-10 visit by an advisory service panel from the Urban Land Institute. The briefing book will provide background and context to assist the panel in their deliberations.
- *Business Opportunities Site Selection*. The City of Knoxville has also approached MPC staff to prepare a second generation report on potential business opportunity sites within the city. The first report in 2008 yielded many possible development opportunities in the heart of Knoxville. The proposed report will reach farther throughout the city.
- *Google Trekker*. MPC staff will work with a variety of local partners to manage a project, using Google's portable equipment and technology, to photograph a variety of off-street locations throughout Knox County. The project will involve coordinating and assisting many volunteers, staff and interns with several organizations to capture locations such as the Urban Wilderness and area greenways. The images will be accessible through a variety of Google Maps interfaces.

These projects will bring approximately \$13,500 in contracts to MPC. The addition of these revenues will result in a corresponding reduction in the funds required from unrestricted fund balance currently shown in the FY2014-15 annual budget.

STAFF RECOMMENDATION

Staff recommends approval of the three additional special projects in the annual work program and the associated budget amendment of an additional \$13,500 in contract revenue and corresponding reduction in the use of unrestricted fund balance.
