
MEMORANDUM

Agenda Item No. 67

DATE: April 1, 2008
TO: Metropolitan Planning Commission
FROM: Mark Donaldson, Executive Director
Dee Anne Reynolds, Finance Manager
SUBJECT: **2nd Amendment - FY 2007-08 Revenue and Expenditure Budget**

The original Fiscal Year 2007-08 Revenue and Expenditure Budget was approved May 10, 2007 by the MPC board. The budget was first amended to reflect approved funding from the city and county and other changes and approved by the MPC board on July 12, 2007. Please consider approval of this 2nd Amendment to the budget for Fiscal Year 2007-08. Significant changes are listed below:

1. Reduced development fees by \$50,000 due to a slowing trend.
2. Increased telecom tower fees and expenditures by \$16,500 due to increased activity.
3. Reduced city and county contributions and expenditures for M2E project by \$17,626 each to reflect actual charges by KGIS.
4. Added \$20,000 for MPC staff assistance on Pew Charitable Trust – Election grant with UT and Knox County. This is a new funding source.
5. Reduced county revenue by \$50,000 for McMinn County school project that did not occur.
6. Reduced In Kind Contribution for office space by \$35,000 to reflect lower projected cost.
7. Added \$21,500 for Alcoa grant paid to Knox County Air Quality for MPC to expend on advertising for Regional Clean Air Coalition.
8. Reduced SmartFix40 grant revenue and expenditures by \$279,000 because project was cancelled.
9. Reduced Northshore / Kingston Pike grant revenue and expenditures by \$150,000 because project was cancelled.
10. Reduced fund balance purchases by \$20,000 to reflect purchase of Sharepoint server and training moved to next (2008-09) fiscal year.
11. Budgeted fund balance withdrawal of \$133,117 will be decreased by salary and benefit savings of approximately \$91,000 due to a combination of staff going on FMLA, delay in filling open positions, and reduction in hours. Unreserved fund balance at June 30, 2007 is \$412,630 per the audited annual financial report.

Staff Recommendation: Staff recommends approval.

MPC Executive Committee Recommendation: The Executive Committee met on April 1, 2008 and recommends approval.

Attachments:

- MPC Fiscal Year 2007-08 Revenue & Expenditure Budget – 2nd Amendment
- Line Item Expenditure Worksheet.

"For April 10, 2008 MPC Board Meeting"

Knoxville / Knox County Metropolitan Planning Commission Revenue and Expenditure Budget - 2nd Amendment For the Fiscal Year 2007 - 2008

Revenues and Other Funding Sources

Fees and Appropriation:

	2004-2005 Actual @ 6-30- 05 (AUDITED)	2005-2006 Actual @ 6-30- 06 AUDITED	2006-2007 Actual @ 6-30- 07 AUDITED
Fees and Charges:			
Application Fees	\$ 463,690	\$ 563,598	\$ 569,110
TTCCA Fees	3,000	5,130	5,990
Telecommunication Towers	3,000	3,035	6,000
City of Knoxville	692,650	737,550	713,430
City of Knox / Parks	-	9,000	-
City of Knox / Cumberland Ave contract	45,000	45,000	50,000
City of Knox / PNI Contract	-	-	-
City of Knox / MZE	-	-	15,000
City of Knox / First Creek Stormwater	724,738	724,738	724,738
Knox County	12,000	6,000	6,000
Knox County / Tech Corridor Funding	13,484	30,000	84,469
Knox County / TTCCA Master Plan	10,000	15,000	-
Knox County / Schools -Knox Co.	-	-	-
Knox County / Schools - PEFA Phase 2	-	25,000	17,000
Knox County / Schools - Sullivan Co.	-	-	-
Knox County / Schools - McMinn Co.	-	-	-
Knox County / Parks	-	-	-
Knox County / MZE	165,004	175,847	119,164
In-Kind Services	2,132,566	2,339,898	2,310,901
Sub-Total			

Grant Reimbursements:

Federal Government	391,897	509,792	487,467
CMAQ	19,589	-	-
Origin / Destination Project Phase II	-	-	-
Cades Cove Project	138,903	304,764	83,311
Cumberland Avenue	-	-	295,000
Urban Forestry Grants	14,300	-	-
Smart Trips	110,294	156,395	134,332
FTA Section 5303 Special	45,062	6,604	15,810
I Walk Month	-	8,946	-
KAT	-	-	-
Regional Clean Air Coalition	2,136	7,630	54,977
TPO Bike Enhancement Program	20,448	17,086	2,096
Regional Transportation Planning Council	71,113	111,695	205,632
Regional Clean Fuels Coalition/ETFC	57,726	42,972	19,301
SmartFix40	-	-	-
KAT Development Plan	-	-	-
Urban Land Alloc.Plan - ULAM	-	-	-

	approved Original 2007- 2008 Budget	approved 1ST AMENDMENT FY07/08	PENDING 2ND AMENDMENT FY07/08	PENDING CHANGES
	\$ 517,727	\$ 517,727	\$ 467,727	\$ (50,000)
	3,500	3,500	6,000	2,500
	6,000	6,000	22,500	16,500
	866,000	713,430	713,430	-
	-	0	0	0
	-	100,000	100,000	-
	-	50,000	50,000	-
	-	50,000	32,374	(17,626)
	885,000	724,738	744,738	20,000
	-	6,000	6,000	-
	-	5,000	-	(5,000)
	-	59,165	59,165	-
	-	50,000	55,000	5,000
	-	50,000	-	(50,000)
	-	50,000	-	-
	180,000	50,000	32,374	(17,626)
	180,000	180,000	145,000	(35,000)
	2,458,227	2,565,566	2,434,308	(131,252)
	804,000	795,000	795,000	-
	-	-	-	-
	162,000	162,000	162,000	-
	-	-	-	-
	171,000	171,000	171,000	-
	51,000	51,000	51,000	-
	-	-	-	-
	-	-	-	-
	10,000	10,000	21,500	21,500
	276,000	371,000	10,000	-
	60,000	60,000	371,000	-
	279,000	279,000	60,000	-
	150,750	107,500	107,500	(279,000)
	100,000	125,000	125,000	-

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	2004-2005 Actual @ 6-30- 05 (AUDITED)		2005-2006 Actual @ 6-30- 06 AUDITED		2006-2007 Actual @ 6-30- 07 AUDITED		approved		PENDING		PENDING	
	Original 2008 Budget	1ST AMENDMENT FY07/08	2ND AMENDMENT FY07/08	CHANGES	approved	PENDING	PENDING	CHANGES				
Grant Reimbursements cont'd:												
Scenic Byways	125,000	125,000	125,000	-	125,000	-	-	-	-	-	-	-
Complete Streets	75,000	75,000	75,000	-	75,000	-	-	-	-	-	-	-
Northshore / Kingston Pike	150,000	150,000	150,000	-	150,000	-	-	-	-	-	-	(150,000)
JARC / New Freedom	355,000	355,000	355,000	-	355,000	-	-	-	-	-	-	-
Sub-Total	2,413,750	2,413,750	2,413,750	-	2,413,750	-	-	-	-	-	-	(407,500)
Fund Balance Withdrawals:												
Vehicle purchase delay to October 2007	15,000	15,000	15,000	-	15,000	-	-	-	-	-	-	-
IT purchases, Infotek records scan & M2E match	139,000	139,000	139,000	-	139,000	-	-	-	-	-	-	-
	(16,670)	(16,670)	(16,670)	-	(16,670)	-	-	-	-	-	-	-
To Balance Budget (Increase) / Decrease	137,330	137,330	137,330	-	137,330	-	-	-	-	-	-	-
Sub-Total	5,009,307	5,009,307	5,009,307	-	5,009,307	-	-	-	-	-	-	48,752
Total Revenues and Other Funding Sources	5,009,307	5,486,425	4,996,425	(490,000)	5,486,425	-	-	-	-	-	-	(490,000)
Expenditures												
Non-Reimbursable:												
Salaries and Employee Benefits (1)	2,074,796	2,074,796	2,036,645	-	2,036,645	-	-	-	-	-	-	-
Contracted Services	284,000	284,000	182,656	-	182,656	-	-	-	-	-	-	-
Supplies and Materials	140,000	140,000	52,011	-	52,011	-	-	-	-	-	-	-
Other Charges	205,000	205,000	139,163	-	139,163	-	-	-	-	-	-	-
Capital Outlay	15,000	15,000	-	-	-	-	-	-	-	-	-	-
Grant related matching paid by MPC:	97,635	97,635	80,336	-	80,336	-	-	-	-	-	-	-
Salaries and Employee Benefits (1)	51,000	51,000	8,731	-	8,731	-	-	-	-	-	-	-
Other Expenditures	46,635	46,635	-	-	-	-	-	-	-	-	-	-
Sub-Total	2,867,431	2,867,431	2,499,546	-	2,499,546	-	-	-	-	-	-	(82,500)
Grant Reimbursable:												
Salaries and Employee Benefits (1)	603,363	613,340	448,209	-	448,209	-	-	-	-	-	-	-
FHWA Other Expenditures	185,600	203,600	34,924	-	34,924	-	-	-	-	-	-	-
FTA Other Expenditures	4,538	4,538	-	-	-	-	-	-	-	-	-	-
O & D Other Expenditures	149,000	149,000	-	-	-	-	-	-	-	-	-	-
Cades Cove Other Expenditures	149,000	149,000	72,734	-	72,734	-	-	-	-	-	-	-
Cumberland Avenue Other Expenditures	91,000	91,000	295,000	-	295,000	-	-	-	-	-	-	-
Smart Trips Other Expenditures	32,625	49,500	65,105	-	65,105	-	-	-	-	-	-	-
FTA Section 5303 Special	-	-	83	-	83	-	-	-	-	-	-	-
1 Walk Month	-	-	7,788	-	7,788	-	-	-	-	-	-	-
KAT	-	-	-	-	-	-	-	-	-	-	-	-
Regional Clean Air Coalition	-	-	4,122	-	4,122	-	-	-	-	-	-	-
TPO Bike Enhancement Program	10,000	10,000	2,250	-	2,250	-	-	-	-	-	-	-
Regional Transportation Planning Council	135,000	210,000	75,545	-	75,545	-	-	-	-	-	-	-
Regional Clean Fuels Coalition / ETCFC	60,000	60,000	42,972	-	42,972	-	-	-	-	-	-	-
SmartRIX40	270,000	270,000	-	-	-	-	-	-	-	-	-	-
KAT Development Plan	150,750	107,500	-	-	-	-	-	-	-	-	-	-
Urban Land Alloc.Plan - ULAM	100,000	125,000	-	-	-	-	-	-	-	-	-	-
Scenic Byways	125,000	125,000	-	-	-	-	-	-	-	-	-	-
Complete Streets	75,000	53,000	-	-	-	-	-	-	-	-	-	-
Northshore / Kingston Pike	150,000	150,000	-	-	-	-	-	-	-	-	-	-
JARC / New Freedom	335,000	335,000	-	-	-	-	-	-	-	-	-	-
Sub-Total	2,141,876	2,148,978	1,065,571	-	1,065,571	-	-	-	-	-	-	(407,500)
Total Expenditures	5,009,307	5,486,425	3,565,117	-	3,565,117	-	-	-	-	-	-	(490,000)
Revenues and Other Funding Sources over (under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Note 1 - assume 3.5% average salary increase Oct. 2008

"For April 10, 2008 MPC Board Meeting"

Submitted for informational purposes only. Expenditures subject to line item transfers:

Knoxville/Knox County Metropolitan Planning Commission
FY 07/08 Projected Budget - Line Item Expenditures (2nd AMENDMENT)

Table with columns: MPC Unit #9200110, Original FY07-08 Budget, FY05-06 Actual, FY06-07 Actual, FY04/05 Actual, FY05-06 Actual, FY06-07 Actual, 1ST Amended FY07-08 Budget, 2nd Amended FY07-08 Budget, PENDING, CHANGES. Rows include Salaries and Benefits, Other Expenditures, Food, Office Supplies, Insurance, etc.

C:\DOCUMENTS\10apr\LOCALS-11\Temp\Line Item Budget 4/1/2008

Grant Unit #	FY04/05 Actual (audited)	FY05-06 Actual (audited)	FY06-07 Actual (audited)	Original FY07-08 Budget	1ST Amended FY07-08 Budget	2nd Amended FY07-08 Budget	PENDING CHANGES
Grant related Other Expenditures:							
Grantor:							
9200210				190,138	208,138	208,138	0
9200130	39,130	38,349	34,924	149,000	149,000	149,000	0
9200186	113,847	279,437	72,734	0	0	0	0
9200150	0	0	295,000	91,000	91,000	91,000	0
9200187	96,153	122,333	65,105	32,625	49,500	49,500	0
	41,220	83	91	0	0	0	0
	0	7,788	0	0	0	0	0
	0	0	0	0	0	0	0
9200180	0	4,122	52,412	0	0	21,500	21,500
9200160	21,113	17,561	2,250	10,000	10,000	10,000	0
9200185	6,061	10,440	75,545	135,000	210,000	210,000	0
9200215	57,726	42,972	19,301	60,000	60,000	60,000	0
CANCELLED	0	0	0	270,000	270,000	0	(270,000)
9200194	0	0	0	150,750	107,500	107,500	0
9200196	0	0	0	100,000	125,000	125,000	0
9200198	0	0	0	125,000	125,000	125,000	0
9200202	0	0	0	75,000	53,000	53,000	0
CANCELLED	0	0	0	150,000	150,000	0	(150,000)
9200206	0	0	0	0	335,000	335,000	0
multi	9,783	9,587	8,731	51,000	57,000	57,000	0
Matching: FHWA/ FTA; FTA Special							
Sub-Total Other Expenditures (Note 2)							
	994,734	1,000,410	999,923	2,233,513	2,644,138	2,154,138	(490,000)
Less: Grant reimbursable portion of Other Expenditures							
	(375,250)	(523,085)	(617,362)	(1,538,513)	(1,608,138)	(1,209,638)	398,500
Sub-Total Non-Reimbursable Other Expenditures							
	619,484	477,325	382,561	695,000	1,036,000	944,500	(91,500)
Total Salaries, Benefits, and Other Expenditures:							
	3,204,460	3,446,212	3,565,117	5,009,307	5,486,425	4,996,425	(490,000)
Total Non-Reimbursable Salaries, Benefits and Other Expenditures							
	2,478,125	2,436,745	2,499,546	2,867,431	3,264,947	3,182,447	(82,500)
Note 1: Includes required match for grant related salaries &							
	78,753	76,417	80,336	97,635	92,078	92,078	0
Note 2: Indirect charges to be reimbursed through grants							
	140,432	186,611	201,694	271,513	276,003	276,003	0