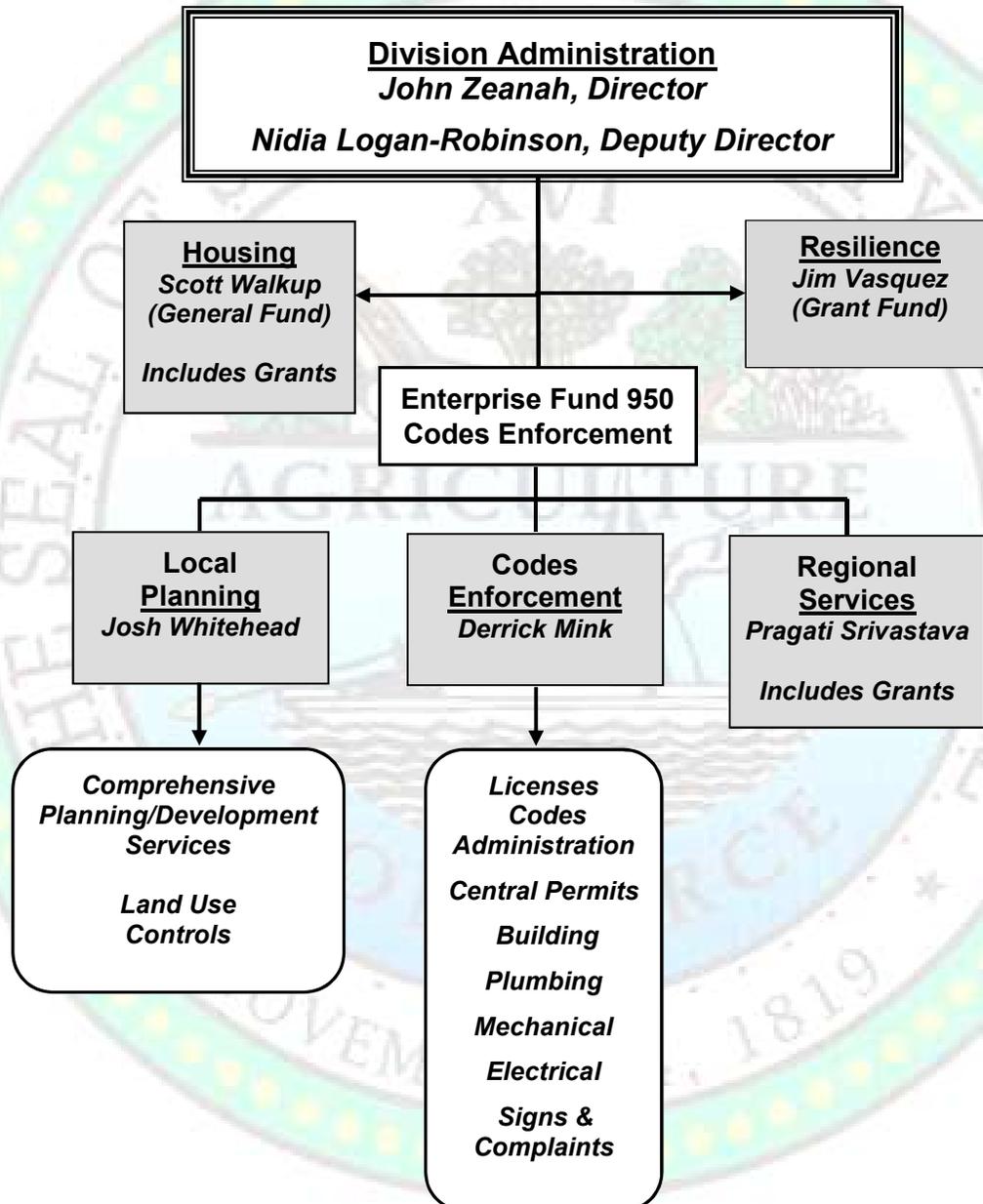


PLANNING & DEVELOPMENT



PLANNING & DEVELOPMENT

Division Organizational Chart by Program



Division Overview FY 21

DIVISION MISSION STATEMENT AND STRATEGIC GOALS

Planning and Development is a joint agency serving both the City of Memphis and Shelby County with the mission of developing plans and programs that will result in thriving, livable neighborhoods, better job opportunities, enhanced human potential, and safe and efficient buildings. The Division supports the following County goals:



Strategy 2: Enhance Public Safety and Support Criminal Justice Reform

[2-g] Provide programs that advocate for victims of crime and prevent abuse in vulnerable populations.



Strategy 4: Promote Workforce Development and a Healthy Economy

[4-c] Coordinate agency programs that address issues of poverty and economic/housing insecurity within the county.

[4-e] Provide a business-friendly environment in county operations and regulations to encourage local development and diversity.



Strategy 5: Provide Effective Governance and Sound Stewardship for County Resources

[5-a] Ensure financial stability through sound oversight of fiscal operations, taxation, debt management, and revenue collections. Maintain all records of public transactions as required by the State.

[5-b] Preserve and maintain county infrastructure of roads, bridges, buildings, and technical systems for current and future operations.

[5-c] Maximize efficiency and minimize cost of operations through centralization, utilization of technology, outsourcing, or other methods.

[5-d] Build trust and confidence in government through transparent, accessible, and responsive interactions with all internal and external customers.

[5-e] Enhance the capabilities and foster the professionalism of the employee workforce through equitable compensation, training programs, and succession planning.

[5-f] Actively seek alternative funding sources through fees, grants, or community partners to provide county services.

DEPARTMENTAL MISSION/GOALS:

The strategic goals of the division are achieved through the following departmental structure:

2710 Housing [General Fund] – To create affordable housing and housing rehabilitation assistance and other projects that directly benefit low-income residents within the Shelby County Urban County designation. Provides down payment assistance to low to moderate income homebuyers and oversees Fair Housing Act programs, referrals, and discrimination complaints.

2701 Director – To provide fiscal oversight in managing the budget and human resources of the division through planning and projects focused on efficient and resilient practices related to energy efficiency, recycling and waste, planning and green space, transportation and environmental quality.

2702 Local Planning – To provide local and regional planning and use of land that will enhance the quality of life for all age groups. Provide impact studies for growth and development of the geographic topography of the City and County; a conduit for Community Redevelopment funding and activities; and assists in proposed Zoning and Subdivision Regulation legislation.

2708 Codes Enforcement – To provide a safe and secure environment through the enforcement and administration of Construction Code standards and zoning regulations. Issues and maintains contractor eligibility for building, plumbing, mechanical, and electrical permits and licenses. Performs inspections and reviews construction plans and projects to ensure compliance with code regulations.

2711 Regional Services – To encourage and promote the development of a balanced, efficient, and affordable regional transportation system to meet the needs of people and goods moving within and through the region, while minimizing the effects of transportation-related air pollution. Develops and maintains long-range economically sound and environmentally safe multimodal transportation plans and networks for people and goods. Programs federal transportation allocated to the region.

2712 Resilience Department – To provide construction of resilience designs in floodways to protect residents and areas of Shelby County from the future impact of natural disasters related to flooding and the creation of a Regional Resilience Plan to direct future disaster planning and recovery efforts.

GENERAL FUND

DESCRIPTION OF ACTIVITIES:

2710 Housing – The housing department aids low- income families with housing down payment and Fair Housing Act Programs, creates affordable housing and housing rehabilitation assistance and other projects that directly benefit low-income residents within the Shelby County Urban County designation, and oversees Fair Housing Act programs, referrals, and discrimination complaints

General Fund 010 – DEPT 2710 Housing

Summary	<u>FY19 Actual</u>	<u>FY20 Amended</u> *	<u>FY21 Proposed</u>	<u>FY21-20 Var</u>
Total Personnel	274,007	277,186	254,196	(22,990)
O&M	52,691	61,235	56,583	(4,652)
Net Transfers	(43,512)	(64,361)	(64,361)	-
Net Expenditures	<u>(370,210)</u>	<u>(402,781)</u>	<u>(375,140)</u>	<u>27,642</u>

**Excludes carry forwards and one time expenditures*

CHANGES TO MAJOR CATEGORIES:

- **Personnel:** Decrease is based on county-wide reductions in the personnel budget through the elimination of vacant positions and reduction of variances between position budgets and actual salaries.
- **O&M:** Decrease is based on county-wide reductions in operating expenditures.

OTHER FUNDS:

- Enterprise Fund and Grant Funds

PERSONNEL					
	Current	FY 2021 New Request	% Change		
FTE	3.4	0.0	0.0%		
Base Salary	200,623	-	0.0%		
Fringe	71,895	-			
	<u>272,518</u>	<u>-</u>	0.0%		
		<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u> ⁽²⁾
Total Budgeted Personnel ⁽¹⁾		313,449	330,346	280,441	275,297
Actual Under-spending		15,636	46,739	6,434	5,554
<u>Vacancy Overview</u>					
		<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
Budgeted FTEs		4.0	4.0	3.4	3.4
Monthly Average Vacancies		0.2	0.3	0.0	0.0
Actual Unspent as a % of Total Personnel		5.0%	14.1%	2.3%	2.0%

OPERATING & MAINTENANCE							
	FY 2017	FY 2018	FY 2019	FY 2020 ⁽²⁾	FY 2021 Request	\$ Change	% Change
Adopted Budget	53,505	61,235	61,235	61,235	61,235	-	0.0%
Amended Budget	50,936	61,235	61,235	61,235			
Actual	42,511	56,617	52,691	48,637			
Variance	<u>8,425</u>	<u>4,618</u>	<u>8,544</u>	<u>12,598</u>			
% Unspent O&M	16.5%	7.5%	14.0%				
	% of O&M Budget Expended as of 3/31/20 ⁽³⁾			79.4%			

(1) Total personnel includes base salary, other compensation, fringe, and restricted salaries.

(2) As of 3/31/2020 Month-end close

(3) Normalized spend rate for 9 months = 75%

FY 2021 Budgetary Considerations

New Budget Request Summary

		<u># of New Positions</u>	<u>Base Salaries</u>	<u>Fringe Benefits</u>	FY21 <u>TOTAL</u>
SALARIES:	<i>Permanent</i>	0	-	-	\$ -
	<i>Temporary</i>		-	-	\$ -
	TOTAL SALARIES	0	-	-	\$ -
OTHER COMPENSATION:					\$ -
O&M:					\$ -
REVENUE: (subtract from cost)					\$ -
TOTAL FY21 NEW REQUEST:					\$ -

FTE Count – 5 Year History

Fund	Dept	Dept Description	FY16 Budget	FY17 Budget	FY18 Budget	FY19 Budget	FY20 Adopted	FY21 Request
GENERAL FUND								
010	2710	Housing	5.0	4.0	4.0	3.4	3.4	
FTE Changes					-1.0		-0.6	\$0

FY17 - Transferred 1.0 FTE to Grant Fund 228: (1) Lead Based Paint Project Coordinator

FY19 - Transferred 1.0 FTE to Enterprise Fund 950. Position was allocated 0.6 to General Fund and 0.4 to Grant 114: (.6) Manager A

FTE Vacancy Overview

<u>Total FTEs:</u>		Budgeted Vacancies ⁽¹⁾	Budgeted Vacancy Savings	Actual Under-spending	Variance (Add'l Unspent)	Actual Underspent as % of Total Personnel
FISCAL	Monthly Avg					
2017	4.0	0.0	\$ -	\$ 15,636	\$ 15,636	0.1%
2018	4.0	0.0	\$ -	\$ 46,739	\$ 46,739	0.4%
2019	3.4	0.0	\$ -	\$ 6,434	\$ 6,434	0.0%
2020	3.4	0.0	\$ - <i>9mo alloc.</i>	\$ 5,554	\$ 5,554	0.0%
			\$ - <i>full year</i>			

FY2020 YTD as of 3/31/2020

Positive = Underspending was more than budgeted.

Vacant FTEs

FISCAL	JUL 1	AUG 2	SEP 3	OCT 4	NOV 5	DEC 6	JAN 7	FEB 8	MAR 9	APR 10	MAY 11	JUN 12	Monthly Avg
2017	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.5	0.5	0.5	0.2
2018	0.0	0.0	0.0	0.0	0.0	0.6	0.6	0.6	0.6	0.6	0.6	0.0	0.3
2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2020	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0

(1) Budgeted vacancies calculated based on mean personnel costs divided by total budgeted vacancy savings.

Operating Changes – 5 Year History (Adopted Budget)

Fund	Dept	Dept Description	FY16 Adopted	FY17 Adopted	FY18 Adopted	FY19 Adopted	FY20 Adopted	FY21 Request
GENERAL FUND								
010	2710	Housing	46,014	53,505	61,235	61,235	61,235	61,235
Operating & Maintenance Changes			-	7,491	7,730	-	-	-

FY17 7,491 Increase in PC Replacement installment costs

FY18 7,730 Increase in Vehicle Replacement Costs

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Budget Overview

Account	2017				2018				2019				2020				2020	2021	2020-2021	
	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	75%	Excl 1-Time	Preliminary	Variance	%
4601 - Fees & Permits	5,000	2,250	(2,750)	45%	5,000	-	(5,000)	0%	2,500	-	(2,500)	0%	-	-	-	0%	-	-	-	0.0%
46 - Fines, Fees & Permits	5,000	2,250	(2,750)	45%	5,000	-	(5,000)	0%	2,500	-	(2,500)	0%	-	-	-	0%	-	-	-	0.0%
TOTAL REVENUE SOURCES	5,000	2,250	(2,750)	45%	5,000	-	(5,000)	0%	2,500	-	(2,500)	0%	-	-	-	0%	-	-	-	0.0%
TOTAL OTHER SOURCES	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
TOTAL APPROPRIATION SOURCES	5,000	2,250	(2,750)	45%	5,000	-	(5,000)	0%	2,500	-	(2,500)	0%	-	-	-	0%	-	-	-	0.0%
5102 - Salaries & Labor	225,127	215,173	(9,954)	96%	231,880	200,268	(31,612)	86%	197,658	194,781	(2,877)	99%	200,623	146,200	(54,423)	73%	200,623	185,204	(15,420)	-7.7%
51 - Salaries-Regular Pay	225,127	215,173	(9,954)	96%	231,880	200,268	(31,612)	86%	197,658	194,781	(2,877)	99%	200,623	146,200	(54,423)	73%	200,623	185,204	(15,420)	-7.7%
5266 - Longevity	4,668	3,730	(937)	80%	4,668	3,108	(1,559)	67%	4,668	2,924	(1,743)	63%	4,668	1,849	(2,818)	40%	4,668	4,309	(359)	-7.7%
5281 - Retirement - Sick Pay	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	2,886	2,886	100%	-	-	-	0.0%
52 - Salaries-Other Compensation	4,668	3,730	(937)	80%	4,668	3,108	(1,559)	67%	4,668	2,924	(1,743)	63%	4,668	4,735	67	101%	4,668	4,309	(359)	-7.7%
5510 - Retirement Benefits - County	37,979	36,929	(1,050)	97%	48,579	42,608	(5,971)	88%	45,422	45,433	11	100%	43,796	31,880	(11,916)	73%	43,796	40,930	(2,866)	-6.5%
5511 - Other Post Employment Benefits	14,273	13,879	(394)	97%	13,008	11,409	(1,599)	88%	7,353	7,355	2	100%	4,695	2,839	(1,855)	60%	4,695	2,148	(2,546)	-54.2%
5516 - Medicare Employer Contributions	3,264	2,362	(902)	72%	3,362	2,143	(1,219)	64%	2,866	2,049	(817)	71%	2,909	1,579	(1,330)	54%	2,909	2,685	(224)	-7.7%
5520 - Group Life Insurance Benefit	943	1,522	578	161%	1,632	1,468	(165)	90%	1,391	1,472	81	106%	1,685	1,213	(473)	72%	1,685	1,556	(130)	-7.7%
5542 - Group Health Insurance - HRA	-	3,704	3,704	100%	9,824	7,787	(2,037)	79%	6,359	6,227	(132)	98%	6,094	4,571	(1,523)	75%	6,094	5,625	(468)	-7.7%
5543 - Group Health Insurance - HMO	24,752	18,181	(6,571)	73%	15,258	12,949	(2,310)	85%	13,104	12,119	(986)	92%	10,950	8,045	(2,905)	73%	10,950	10,109	(842)	-7.7%
5560 - Long Term Disability Benefit	720	680	(41)	94%	742	663	(79)	89%	633	673	40	106%	762	548	(214)	72%	762	704	(59)	-7.7%
5591 - On-Job-Injury Benefit Expense	1,351	1,291	(60)	96%	1,159	1,000	(159)	86%	791	778	(13)	98%	802	574	(229)	72%	802	741	(62)	-7.7%
5592 - Unemployment Compensation Benefit	371	361	(10)	97%	232	204	(28)	88%	198	198	0	100%	201	150	(50)	75%	201	185	(15)	-7.7%
55 - Fringe Benefits	83,655	78,909	(4,745)	94%	93,798	80,230	(13,567)	86%	78,116	76,302	(1,814)	98%	71,895	51,400	(20,495)	71%	71,895	64,683	(7,211)	-10.0%
5635 - Restricted Salaries	-	-	-	0%	-	-	-	0%	-	-	-	0%	(1,889)	-	1,889	0%	-	-	-	0.0%
56 - Restricted Salaries	-	-	-	0%	-	-	-	0%	-	-	-	0%	(1,889)	-	1,889	0%	-	-	-	0.0%
TOTAL SALARIES	313,449	297,813	(15,636)	95%	330,346	283,607	(46,739)	86%	280,441	274,007	(6,434)	98%	275,297	202,335	(72,962)	73%	277,186	254,196	(22,990)	-8.3%
6016 - Computer Supplies	2,400	2,378	(22)	99%	2,400	3,337	937	139%	2,400	3,535	1,135	147%	3,193	2,800	(393)	88%	3,193	1,869	(1,324)	-41.5%
6024 - Employee Recognition Materials	-	14	14	100%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
6026 - Expendable Furnishings & Equipment	500	-	(500)	0%	500	-	(500)	0%	500	-	(500)	0%	500	675	175	135%	500	293	(207)	-41.5%
6030 - Indentification Materials	-	23	23	100%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
6042 - Materials - Operational	500	-	(500)	0%	500	10	(490)	2%	500	-	(500)	0%	500	-	(500)	0%	500	293	(207)	-41.5%
6052 - Office Supplies	2,600	2,011	(589)	77%	2,600	2,457	(143)	95%	2,600	1,110	(1,490)	43%	2,600	1,200	(1,400)	46%	2,600	1,522	(1,078)	-41.5%
6054 - Paper Products	1,700	1,264	(436)	74%	1,700	1,094	(606)	64%	1,700	980	(720)	58%	1,700	1,800	100	106%	1,700	995	(705)	-41.5%
60 - Supplies & Materials	7,700	5,689	(2,011)	74%	7,700	6,899	(801)	90%	7,700	5,625	(2,075)	73%	8,493	6,475	(2,018)	76%	8,493	4,971	(3,522)	-41.5%
6404 - Advertising And Legal Notices	500	-	(500)	0%	500	-	(500)	0%	500	-	(500)	0%	500	702	202	140%	500	293	(207)	-41.5%
6418 - Dues & Memberships - Individual	-	-	-	0%	-	216	216	100%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
6436 - Insurance - Property & Liability	1,425	1,275	(150)	89%	1,425	1,275	(150)	89%	1,425	1,275	(150)	89%	1,425	1,275	(150)	89%	1,425	834	(591)	-41.5%
6446 - Local Transportation	200	48	(152)	24%	200	5	(195)	3%	200	5	(195)	3%	200	-	(200)	0%	200	117	(83)	-41.5%
6450 - Permits, Licenses and Fees	500	102	(398)	20%	500	-	(500)	0%	500	-	(500)	0%	500	88	(412)	18%	500	293	(207)	-41.5%
6461 - Printing - Outside	100	-	(100)	0%	100	-	(100)	0%	100	-	(100)	0%	100	-	(100)	0%	100	59	(41)	-41.5%
6499 - Other Services & Expenses	-	250	250	100%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
64 - Services & Other Expenses	2,725	1,675	(1,050)	61%	2,725	1,496	(1,229)	55%	2,725	1,280	(1,445)	47%	2,725	2,065	(660)	76%	2,725	1,595	(1,130)	-41.5%
6831 - Fleet Petroleum Services	4,731	2,499	(2,232)	53%	4,731	3,171	(1,560)	67%	4,731	3,021	(1,710)	64%	4,731	2,460	(2,271)	52%	4,731	4,731	-	0.0%
6832 - Fleet Vehicle Services	11,250	9,000	(2,250)	80%	9,000	9,000	-	100%	9,000	9,000	-	100%	9,000	9,000	-	100%	9,000	9,000	-	0.0%
6837 - Vehicle Replacement Fees	-	-	-	0%	11,000	11,000	-	100%	11,000	11,000	-	100%	11,000	11,000	-	100%	11,000	11,000	-	0.0%

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Budget Overview

Account	2017				2018				2019				2020				2020	2021	2020-2021	
	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	75%	Excl 1-Time	Preliminary	Variance	%
6850 - Copy Machines - Inside	3,000	3,079	79	103%	3,000	3,090	90	103%	3,000	2,948	(52)	98%	3,000	1,822	(1,178)	61%	3,000	3,000	-	0.0%
6852 - Printing - Inside	400	1,063	663	266%	400	332	(68)	83%	400	250	(150)	62%	400	-	(400)	0%	400	400	-	0.0%
6854 - Mail Services - Inside	4,000	2,433	(1,567)	61%	4,000	3,924	(76)	98%	4,000	3,072	(928)	77%	4,000	2,227	(1,773)	56%	4,000	4,000	-	0.0%
6860 - PC Replacement Installments	7,491	6,698	(793)	89%	7,491	6,698	(793)	89%	7,491	6,698	(793)	89%	6,698	6,698	0	100%	6,698	6,698	-	0.0%
6874 - Telecommunication Services - Inside	9,639	10,375	736	108%	11,188	11,007	(181)	98%	11,188	9,796	(1,392)	88%	11,188	6,890	(4,298)	62%	11,188	11,188	-	0.0%
68 - Interfund Services	40,511	35,147	(5,364)	87%	50,810	48,222	(2,587)	95%	50,810	45,786	(5,024)	90%	50,017	40,097	(9,920)	80%	50,017	50,017	-	0.0%
TOTAL OPERATING & MAINTENANCE	50,936	42,511	(8,425)	83%	61,235	56,617	(4,618)	92%	61,235	52,691	(8,543)	86%	61,235	48,637	(12,598)	79%	61,235	56,583	(4,652)	-7.6%
9826 - Transfer To Grants Fund	64,361	21,160	(43,201)	33%	64,361	61,135	(3,226)	95%	64,361	43,512	(20,849)	68%	64,361	38,753	(25,608)	60%	64,361	64,361	-	0.0%
98 - Operating Transfers Out	64,361	21,160	(43,201)	33%	64,361	61,135	(3,226)	95%	64,361	43,512	(20,849)	68%	64,361	38,753	(25,608)	60%	64,361	64,361	-	0.0%
TOTAL OTHER USES	64,361	21,160	(43,201)	33%	64,361	61,135	(3,226)	95%	64,361	43,512	(20,849)	68%	64,361	38,753	(25,608)	60%	64,361	64,361	-	0.0%
TOTAL APPROPRIATED USES	428,746	361,483	(67,262)	84%	455,941	401,359	(54,583)	88%	406,037	370,210	(35,827)	91%	400,892	289,725	(111,168)	72%	402,781	375,140	(27,642)	-6.9%
BALANCE	(423,746)	(359,233)			(450,941)	(401,359)			(403,537)	(370,210)			(400,892)	(289,725)			(402,781)	(375,140)	27,642	

ENTERPRISE FUND

FY21 Budget Highlights

BUDGETARY ISSUES/TRENDS:

The Codes Enforcement Fund is an Enterprise Fund dependent on revenue generated from services. Growth in the economy projects a positive outlook for commercial construction permits in the coming year while housing construction maintains current levels. Fund balance has been impacted by a GAAP accounting rule that now requires that OPEB obligations be recorded for enterprise funds.

REVENUE SOURCES:

- Codes Enforcement is supported by fees, licenses, and permits generated by services provided and inspections performed. The current revenue structure has not been changed since FY16 and is evaluated periodically to evaluate potential increases or to identify opportunities for enhanced enforcement operations.
- The City of Memphis and the County share equally in providing any additional financial support as needed to sustain operations.

CODES ENFORCEMENT FUND 950

Summary	FY19 Actual	FY20 Amended *	FY21 Proposed	FY21-20 Var
Revenue	13,935,873	13,973,500	13,440,065	(533,435)
Total Personnel	8,098,542	10,591,513	10,654,693	63,181
O&M	2,987,398	3,537,210	3,951,292	414,082
Other Financing Sources	(4,362)	-	-	-
Net Transfers	1,264,473	1,162,614	1,165,920	3,306
Planned Fund Balance Change	-	1,078,179	-	(1,078,179)
Net Expenditures	4,110,043	(70,788)	-	70,788

**Excludes carry forwards and one time expenditures*

CHANGES TO MAJOR CATEGORIES:

- **Revenues:** Decrease is due to anticipated decline in fines, fees, and permit collections.
- **Personnel:** Variance is a result of lower costs for pension, OPEB, and/or changes to employee health elections. Positions remain unchanged at 124.
- **O&M:** Variance is a result of anticipated cost reductions in Professional Contracted Services and Supplies & Materials.

GRANT FUNDS – FY21 grant funding is \$63.4 million, an increase of \$27.4 million from prior year due to increased revenue from the Resilience Grant.

- Federal Lead Based Paint Grant has ended

FY 2021 Budgetary Considerations

New Budget Request Summary

		<u># of New Positions</u>	<u>Base Salaries</u>	<u>Fringe Benefits</u>	FY21 <u>TOTAL</u>
SALARIES:	<i>Permanent</i>	2	110,485	45,281	\$ 155,766
	<i>Temporary</i>		-	-	\$ -
	TOTAL SALARIES	2	110,485	45,281	\$ 155,766
OTHER COMPENSATION:					\$ -
O&M:					
REVENUE: (subtract from cost)					\$ -
TOTAL FY21 NEW REQUEST:					\$ 155,766

FTE Count – 5 Year History

Fund	Dept	Dept Description	FY16 Budget	FY17 Budget	FY18 Budget	FY19 Budget	FY20 Adopted	FY21 Request	
GENERAL FUND									
950	27XX	Planning & Development	116.0	116.0	116.0	124.0	124.0	2.0	155,766
FTE Changes							+8.0	+2.0	\$155,766

FY19 - Transferred in 1.0 FTE from Housing: (1) Manager A
 Added 7.0 FTE: (1) Sign/Zone Inspector, (1) Plans Examiner, (2) Building Inspectors, (1) Plumbing Inspector, (1) Mechanical Inspector, and (1) Electrical Inspector.

FTE Vacancy Overview

<u>Total FTEs:</u>		Budgeted Vacancies ⁽¹⁾	Budgeted	Actual Under-	Variance	Actual
FISCAL	Monthly Avg		Vacancy Savings	spending	(Add'l Unspent)	Underspent as % of Total Personnel
2017	116.0	0.6	\$ 44,763	\$ (655,734)	\$ (700,497)	-5.8%
2018	116.0	0.6	\$ 44,763	\$ 149,000	\$ 104,237	1.2%
2019	119.8	4.7	\$ 394,759	\$ 2,528,578	\$ 2,133,819	19.3%
2020	123.1	0.8	\$ 72,112 <i>9mo alloc.</i>	\$ 811,918	\$ 739,806	6.2%
			\$ 96,149 <i>full year</i>			

FY2020 YTD as of 3/31/2020
Positive = Underspending was more than budgeted.

Vacant FTEs

FISCAL	JUL 1	AUG 2	SEP 3	OCT 4	NOV 5	DEC 6	JAN 7	FEB 8	MAR 9	APR 10	MAY 11	JUN 12	Monthly Avg
2017	6.0	6.0	6.0	7.0	9.0	13.0	12.0	11.0	10.0	10.0	11.0	10.0	9.3
2018	11.0	11.0	13.0	15.0	15.0	12.0	15.0	13.0	14.0	16.0	13.0	12.0	13.3
2019	15.0	17.0	19.0	18.0	15.0	12.0	20.0	21.0	17.0	13.0	14.0	12.0	16.1
2020	10.0	9.0	12.0	6.0	3.0	3.0	3.0	6.0	6.0				6.4

(1) Budgeted vacancies calculated based on mean personnel costs divided by total budgeted vacancy savings.

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Budget Overview

Account	2017				2018				2019				2020				2020	2021	2020-2021	
	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	75%	Excl 1-Time	Preliminary	Variance	%
4601 - Fees & Permits	7,945,000	9,027,011	1,082,011	114%	8,634,036	9,089,197	455,161	105%	9,774,859	12,077,165	2,302,306	124%	12,135,000	8,923,506	(3,211,494)	74%	12,135,000	11,536,300	(598,700)	-4.9%
46 - Fines, Fees & Permits	7,945,000	9,027,011	1,082,011	114%	8,634,036	9,089,197	455,161	105%	9,774,859	12,077,165	2,302,306	124%	12,135,000	8,923,506	(3,211,494)	74%	12,135,000	11,536,300	(598,700)	-4.9%
TOTAL REVENUE SOURCES	9,468,250	10,599,699	1,131,449	112%	10,162,486	10,710,500	548,014	105%	11,310,859	13,935,873	2,625,014	123%	13,973,500	10,606,773	(3,366,727)	76%	13,973,500	13,440,065	(533,435)	-3.8%
TOTAL OTHER SOURCES	1,626,539	1,510,659	(115,880)	93%	1,519,184	1,537,010	17,826	101%	4,725,258	1,495,638	(3,229,620)	32%	2,727,176	1,509,610	(1,217,566)	55%	1,500,000	1,500,000	-	0.0%
TOTAL APPROPRIATION SOURCES	11,094,789	12,110,358	1,015,569	109%	11,681,670	12,247,510	565,840	105%	16,036,117	15,431,511	(604,606)	96%	16,700,676	12,116,383	(4,584,293)	73%	15,473,500	14,940,065	(533,435)	-3.4%
5102 - Salaries & Labor	6,424,261	6,022,469	(401,792)	94%	6,673,303	5,944,720	(728,584)	89%	7,412,640	6,225,442	(1,187,198)	84%	7,584,787	5,172,998	(2,411,789)	68%	7,584,787	7,584,787	-	0.0%
51 - Salaries-Regular Pay	6,460,198	6,037,528	(422,670)	93%	6,710,318	5,964,104	(746,214)	89%	7,453,032	6,251,263	(1,201,769)	84%	7,625,179	5,218,930	(2,406,249)	68%	7,625,179	7,625,179	-	0.0%
5266 - Longevity	77,226	69,708	(7,518)	90%	77,226	62,304	(14,923)	81%	77,226	54,807	(22,420)	71%	75,282	38,893	(36,389)	52%	75,282	75,282	-	0.0%
5281 - Retirement - Sick Pay	-	21,601	21,601	100%	-	30,536	30,536	100%	-	21,027	21,027	100%	-	-	-	0%	-	-	-	0.0%
52 - Salaries-Other Compensation	77,226	91,309	14,083	118%	77,226	93,840	16,614	122%	77,226	83,182	5,956	108%	100,047	43,493	(56,554)	43%	100,047	312,422	212,375	212.3%
5510 - Retirement Benefits - County	1,083,773	2,298,708	1,214,935	212%	1,398,057	2,619,540	1,221,483	187%	1,703,425	1,251,923	(451,502)	73%	1,655,759	1,131,842	(523,917)	68%	1,655,759	1,676,238	20,479	1.2%
5511 - Other Post Employment Benefits	407,298	339,501	(67,797)	83%	374,372	(113,675)	(488,047)	-30%	275,750	(380,862)	(656,612)	-138%	177,484	100,585	(76,899)	57%	177,484	87,984	(89,500)	-50.4%
5516 - Medicare Employer Contributions	93,673	73,468	(20,205)	78%	97,300	74,030	(23,270)	76%	108,069	80,487	(27,582)	74%	110,565	68,329	(42,236)	62%	110,565	110,565	(0)	0.0%
5520 - Group Life Insurance Benefit	26,918	39,105	12,188	145%	46,973	38,589	(8,384)	82%	52,178	45,529	(6,649)	87%	63,712	40,818	(22,895)	64%	63,712	63,712	(0)	0.0%
5542 - Group Health Insurance - HRA	127,159	179,643	52,484	141%	233,257	256,640	23,382	110%	265,319	285,630	20,312	108%	313,696	240,503	(73,194)	77%	313,696	343,354	29,657	9.5%
5543 - Group Health Insurance - HMO	696,881	576,595	(120,286)	83%	613,499	477,212	(136,287)	78%	628,632	426,695	(201,936)	68%	571,766	311,715	(260,051)	55%	571,766	461,936	(109,830)	-19.2%
5560 - Long Term Disability Benefit	20,558	18,901	(1,657)	92%	21,355	18,459	(2,895)	86%	23,720	21,021	(2,699)	89%	28,822	19,522	(9,300)	68%	28,822	28,822	(0)	0.0%
5591 - On-Job-Injury Benefit Expense	38,761	36,150	(2,612)	93%	33,552	29,733	(3,819)	89%	29,812	24,900	(4,912)	84%	30,501	20,762	(9,739)	68%	30,501	30,501	(0)	0.0%
5592 - Unemployment Compensation Benefit	10,659	10,159	(500)	95%	6,710	6,080	(630)	91%	7,453	6,369	(1,084)	85%	7,626	5,261	(2,364)	69%	7,626	7,625	(0)	0.0%
55 - Fringe Benefits	2,507,908	3,572,230	1,064,322	142%	2,827,370	3,407,971	580,601	121%	3,096,862	1,764,097	(1,332,765)	57%	2,962,435	1,941,406	(1,021,030)	66%	2,962,435	2,813,241	(149,195)	-5.0%
5635 - Restricted Salaries	(44,763)	-	44,763	0%	(44,763)	-	44,763	0%	(394,759)	-	394,759	0%	(166,937)	-	166,937	0%	(96,149)	(96,149)	-	0.0%
56 - Restricted Salaries	(44,763)	-	44,763	0%	(44,763)	-	44,763	0%	(394,759)	-	394,759	0%	(166,937)	-	166,937	0%	(96,149)	(96,149)	-	0.0%
TOTAL SALARIES	9,000,569	9,701,067	700,497	108%	9,570,151	9,465,914	(104,237)	99%	10,232,361	8,098,542	(2,133,819)	79%	10,520,725	7,203,829	(3,316,896)	68%	10,591,513	10,654,693	63,181	0.6%
6016 - Computer Supplies	19,600	12,652	(6,948)	65%	20,300	11,901	(8,399)	59%	17,200	10,417	(6,783)	61%	24,000	8,690	(15,310)	36%	24,000	17,800	(6,200)	-25.8%
6024 - Employee Recognition Materials	-	503	503	100%	-	-	-	0%	-	116	116	100%	-	-	-	0%	-	-	-	0.0%
6026 - Expendable Furnishings & Equipment	44,500	17,952	(26,548)	40%	29,300	5,867	(23,433)	20%	14,000	3,863	(10,137)	28%	12,000	3,574	(8,426)	30%	12,000	43,710	31,710	264.3%
6030 - Identification Materials	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
6042 - Materials - Operational	2,000	-	(2,000)	0%	500	-	(500)	0%	500	-	(500)	0%	500	-	(500)	0%	500	250	(250)	-50.0%
6052 - Office Supplies	11,550	6,643	(4,907)	58%	9,850	6,369	(3,481)	65%	12,500	10,494	(2,006)	84%	14,200	11,132	(3,068)	78%	14,200	14,100	(100)	-0.7%
6054 - Paper Products	6,850	2,572	(4,278)	38%	6,500	3,319	(3,181)	51%	7,600	3,464	(4,136)	46%	7,800	4,973	(2,827)	64%	7,800	4,000	(3,800)	-48.7%
60 - Supplies & Materials	194,119	131,653	(62,466)	68%	130,995	105,352	(25,644)	80%	155,650	97,135	(58,515)	62%	418,278	248,693	(169,585)	59%	418,278	150,160	(268,118)	-64.1%
6404 - Advertising And Legal Notices	4,250	689	(3,561)	16%	3,000	1,395	(1,605)	47%	5,500	1,086	(4,414)	20%	9,649	4,549	(5,100)	47%	9,649	12,500	2,851	29.5%
6418 - Dues & Memberships - Individual	13,500	17,649	4,149	131%	17,000	10,533	(6,467)	62%	16,600	14,850	(1,750)	89%	21,900	18,212	(3,688)	83%	21,900	21,920	20	0.1%
6436 - Insurance - Property & Liability	25,300	19,230	(6,070)	76%	25,300	18,703	(6,597)	74%	25,300	19,714	(5,586)	78%	23,300	20,292	(3,008)	87%	23,300	23,300	-	0.0%
6446 - Local Transportation	200	333	133	167%	300	272	(28)	91%	400	219	(181)	55%	1,050	1,000	(50)	95%	1,050	1,075	25	2.4%
6450 - Permits, Licenses and Fees	-	81	81	100%	-	343	343	100%	-	70	70	100%	229	229	-	100%	229	135	(94)	-41.0%
6461 - Printing - Outside	-	500	500	100%	-	-	-	0%	-	-	-	0%	1,855	1,855	(0)	100%	1,855	10,600	8,745	471.4%
6499 - Other Services & Expenses	2,600	3,253	653	125%	3,200	3,189	(11)	100%	30,918	2,929	(27,989)	9%	3,200	2,700	(500)	84%	3,200	3,200	-	0.0%
64 - Services & Other Expenses	202,261	114,871	(87,389)	57%	165,272	118,571	(46,701)	72%	183,643	157,250	(26,392)	86%	426,636	231,151	(195,485)	54%	426,636	507,507	80,871	19.0%
6831 - Fleet Petroleum Services	250,500	91,502	(158,998)	37%	155,500	90,618	(64,882)	58%	200,500	95,329	(105,171)	48%	182,500	72,013	(110,487)	39%	182,500	120,500	(62,000)	-34.0%
6832 - Fleet Vehicle Services	159,800	142,400	(17,400)	89%	159,800	118,800	(41,000)	74%	171,600	134,900	(35,701)	79%	167,205	136,800	(30,405)	82%	167,205	154,000	(13,205)	-7.9%
6837 - Vehicle Replacement Fees	163,400	169,400	6,000	104%	145,400	145,200	(200)	100%	171,600	162,800	(8,800)	95%	176,000	167,200	(8,800)	95%	176,000	176,000	-	0.0%

Budget Overview

Account	2017				2018				2019				2020				2020	2021	2020-2021	
	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	75%	Excl 1-Time	Preliminary	Variance	%
6850 - Copy Machines - Inside	17,350	15,770	(1,580)	91%	25,122	22,763	(2,359)	91%	28,600	26,657	(1,943)	93%	25,700	17,111	(8,589)	67%	25,700	28,400	2,700	10.5%
6852 - Printing - Inside	39,100	24,829	(14,271)	64%	38,100	37,764	(336)	99%	38,300	37,391	(909)	98%	54,100	26,910	(27,190)	50%	54,100	41,000	(13,100)	-24.2%
6854 - Mail Services - Inside	28,100	14,261	(13,839)	51%	24,100	15,370	(8,730)	64%	24,100	17,201	(6,899)	71%	24,000	8,402	(15,598)	35%	24,000	18,000	(6,000)	-25.0%
6860 - PC Replacement Installments	65,488	65,488	(0)	100%	65,488	65,488	(0)	100%	65,488	65,488	(0)	100%	69,600	69,546	(54)	100%	69,600	69,546	(54)	-0.1%
6874 - Telecommunication Services - Inside	153,000	135,765	(17,235)	89%	154,500	140,651	(13,849)	91%	153,100	125,892	(27,208)	82%	150,000	102,572	(47,428)	68%	150,000	140,000	(10,000)	-6.7%
68 - Interfund Services	982,811	871,017	(111,794)	89%	1,060,527	956,584	(103,943)	90%	1,168,102	994,037	(174,065)	85%	1,191,173	918,862	(272,311)	77%	1,191,173	1,322,940	131,767	11.1%
TOTAL OPERATING & MAINTENANCE	1,661,775	1,441,662	(220,112)	87%	1,711,479	1,565,452	(146,027)	91%	5,372,686	2,987,398	(2,385,288)	56%	4,764,386	3,290,236	(1,474,150)	69%	3,537,210	3,951,292	414,082	11.7%
9826 - Transfer To Grants Fund	432,445	198,494	(233,951)	46%	400,040	181,121	(218,919)	45%	431,070	235,527	(195,543)	55%	337,386	86,466	(250,920)	26%	337,386	334,080	(3,306)	-1.0%
98 - Operating Transfers Out	432,445	206,924	(225,521)	48%	400,040	181,121	(218,919)	45%	431,070	235,527	(195,543)	55%	337,386	86,466	(250,920)	26%	337,386	334,080	(3,306)	-1.0%
TOTAL OTHER USES	432,445	206,924	(225,521)	48%	400,040	181,121	(218,919)	45%	431,070	235,527	(195,543)	55%	1,415,565	86,466	(1,329,099)	6%	1,415,565	334,080	(1,081,485)	-76.4%
TOTAL APPROPRIATED USES	11,094,789	11,349,653	254,864	102%	11,681,670	11,212,487	(469,183)	96%	16,036,117	11,321,468	(4,714,649)	71%	16,700,675	10,580,530	(6,120,145)	63%	15,544,288	14,940,065	(604,223)	-3.9%
BALANCE	-	760,705			-	1,035,023			-	4,110,043			-	1,535,852			(70,788)	-	70,788	

GRANTS FUND

Grant Summary Information

The Division of Planning & Development is largely funded through federal, state, and local grants. Major initiatives include:

Local Planning

- The Tree Bank is a fund set up to receive monies from owners or developers who are unable to successfully plant and maintain trees on the site under development, with such monies to be used for planting and maintaining public trees under a planning process administered by the Office of Planning and Development (OPD). The funds are used to reasonably regulate and control the clearing of tree and wood vegetation and to encourage the planting of new trees.

Economic Development – Sustainability

- Provide community development funding for economic initiatives for minority, women, and local businesses.

Housing

- All grants are federal grants provided directly to Shelby County from the U.S. Department of Housing and Urban Development. Funds are used to provide decent, safe and sanitary housing, better neighborhoods, communities and lead-safe homes for low to moderate-income households. The Community Development Block Grant (CDBG) and Home Entitlement funds are annual entitlement grants limited to the urban county serviced area.

Regional Services

- Grants are Federal Thru State funds for the Memphis Metropolitan Planning Areas. Tennessee Department of Transportation (TDOT) is the primary source of funding. The funds are used to fund transportation planning projects outlined in the Unified Planning Work Program (UPWP). The second source of funding is Federal Thru State from the Mississippi Department of Transportation (MDOT). These funds are used for transit planning activities and transportation planning projects outlined in the UPWP.

Resilience

- A Community Development National Disaster Resilience (CDBG-NDR) Grant from the U.S. Department of Housing and Urban Development designed to provide construction of resilience designs in floodways to protect residents and areas of Shelby County from the future impact of natural disasters related to flooding and the creation of a Regional Resilience Plan to direct future disaster planning and recovery efforts. Flood control project areas are the Big Creek Area (Millington, Wolf River Watershed (Raleigh/Fraser), and South Memphis (Cypress Creek).

PLANNING & DEVELOPMENT

John Zeanah, Director

Grant Program Detail

<u>FUND</u>	<u>GRANT PROGRAM</u>	<u>AMOUNT</u> <u>FY21</u>
	<u>Department: 2702 Local Planning</u>	
405	Tree Bank	\$ 5,000
	Department Total	\$ 5,000
	<u>Department: 2706 Sustainability</u>	
599	Energy Efficiency and Workforce Development	\$ 150,000
875	Economic Development Grant (Interest Income)	50,000
	Department Total	\$ 200,000
	<u>Department: 2710 Housing</u>	
114	Community Development Block Grant- HUD	\$ 2,370,237
144	Home Entitlement - HUD	954,186
600	Down Payment Assistance Program - Assistance Funds	400,000
601	Down Payment Assistance Program - Admin & Operation	338,748
	Department Total	\$ 4,063,171
	<u>Department: 2711 Regional Services</u>	
380	Transportation Planning TDOT	\$ 65,000
382	Transportation Planning TDOT	1,781,181
387	Transportation Planning MDOT	668,954
423	MDOT Section 8/Rideshare Planning	5,000
	Department Total	\$ 2,520,135
	<u>Department: 2712 Resilience Department</u>	
297	Resilience Grant Fund	\$ 56,647,069
	Department Total	\$ 56,647,069
	DIVISION TOTAL	\$ 63,435,375

HUD = Housing and Urban Development

TDOT = Tennessee Department of Transportation

MDOT = Mississippi State Department of Transportation

FTE Vacancy Overview

<u>Total FTEs:</u>		Budgeted Vacancies ⁽¹⁾	Budgeted Vacancy Savings	Actual Under-spending	Variance (Add'l Unspent)	Actual Underspent as % of Total Personnel
FISCAL	Monthly Avg					
2017	24.8	0.0	\$ -	\$ 469,792	\$ 469,792	4.1%
2018	26.8	0.0	\$ -	\$ 446,055	\$ 446,055	3.7%
2019	25.6	0.0	\$ -	\$ 322,728	\$ 322,728	2.5%
2020	25.6	0.0	\$ - <i>9mo alloc.</i>	\$ 346,466	\$ 346,466	2.6%
			\$ - <i>full year</i>			

FY2020 YTD as of 3/31/2020
Positive = Underspending was more than budgeted.

Vacant FTEs

FISCAL	JUL 1	AUG 2	SEP 3	OCT 4	NOV 5	DEC 6	JAN 7	FEB 8	MAR 9	APR 10	MAY 11	JUN 12	Monthly Avg
2017	2.0	2.0	2.0	4.0	4.0	4.0	2.0	4.0	4.5	4.5	3.5	2.5	3.3
2018	2.0	2.0	1.0	2.0	3.0	3.4	2.4	2.4	2.4	2.4	2.4	2.0	2.3
2019	0.0	0.0	0.0	0.0	3.0	4.0	3.0	2.0	3.0	3.0	2.0	2.0	1.8
2020	2.0	3.0	3.0	3.0	3.0	3.0	4.0	5.0	5.0				3.4

(1) Budgeted vacancies calculated based on mean personnel costs divided by total budgeted vacancy savings.

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Budget Overview

Account	2017				2018				2019				2020				2020	2021	2020-2021	
	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	75%	Excl 1-Time	Preliminary	Variance	%
4330 - Grants-State Of Tennessee	-	-	-	0%	4,000,000	197,819	(3,802,181)	5%	7,512,705	330,376	(7,182,330)	4%	4,204,785	600,706	(3,604,079)	14%	6,409,570	4,834,877	(1,574,693)	-24.6%
4331 - Grants-Federal Thru State Of Tennessee	2,797,708	946,289	(1,851,420)	34%	1,945,509	847,716	(1,097,793)	44%	2,655,737	991,913	(1,663,824)	37%	1,884,904	367,263	(1,517,641)	19%	1,959,075	1,851,181	(107,894)	-5.5%
43 - Intergov Revenues-State of Tennessee	3,497,708	1,299,891	(2,197,817)	37%	6,645,509	1,206,009	(5,439,500)	18%	10,718,442	1,464,549	(9,253,893)	14%	6,489,689	1,024,108	(5,465,581)	16%	8,768,645	7,086,058	(1,682,587)	-19.2%
TOTAL REVENUE SOURCES	18,672,848	4,895,402	(13,777,446)	26%	30,312,625	7,738,629	(22,573,996)	26%	34,893,553	7,162,011	(27,731,542)	21%	32,693,832	4,791,163	(27,902,669)	15%	36,003,170	63,435,375	27,432,204	76.2%
9601 - Transfer From General Fund	64,361	21,160	(43,201)	33%	64,361	61,135	(3,226)	95%	64,361	43,512	(20,849)	68%	64,361	38,753	(25,608)	60%	64,361	3,064,361	3,000,000	4661.2%
96 - Operating Transfers In	496,806	219,654	(277,152)	44%	464,401	242,256	(222,145)	52%	495,431	279,039	(216,392)	56%	401,747	125,219	(276,528)	31%	401,747	3,398,441	2,996,694	745.9%
TOTAL OTHER SOURCES	1,577,806	219,654	(1,358,152)	14%	1,527,901	242,256	(1,285,645)	16%	1,558,931	279,039	(1,279,892)	18%	1,477,747	125,219	(1,352,528)	8%	1,477,747	4,474,441	2,996,694	202.8%
TOTAL APPROPRIATION SOURCES	20,250,654	5,115,056	(15,135,598)	25%	31,840,526	7,980,885	(23,859,641)	25%	36,452,484	7,441,050	(29,011,434)	20%	34,171,579	4,916,382	(29,255,197)	14%	37,480,917	67,909,816	30,428,898	81.2%
5102 - Salaries & Labor	1,398,404	1,084,734	(313,670)	78%	1,544,488	1,256,565	(287,922)	81%	1,502,722	1,275,570	(227,152)	85%	1,525,699	903,884	(621,814)	59%	1,525,699	1,378,516	(147,183)	-9.6%
5109 - Temporary Labor	28,060	-	(28,060)	0%	28,902	-	(28,902)	0%	29,769	-	(29,769)	0%	29,769	-	(29,769)	0%	29,769	29,769	-	0.0%
51 - Salaries-Regular Pay	1,444,577	1,084,734	(359,843)	75%	1,597,541	1,259,978	(337,563)	79%	1,538,185	1,299,034	(239,151)	84%	1,561,161	910,345	(650,817)	58%	1,561,161	1,408,285	(152,877)	-9.8%
5254 - Overtime	-	-	-	0%	-	-	-	0%	-	-	-	0%	(0)	-	0	0%	(0)	-	0	-100.0%
5266 - Longevity	11,960	11,098	(862)	93%	12,050	11,329	(721)	94%	12,075	10,727	(1,348)	89%	11,549	7,269	(4,281)	63%	11,549	10,271	(1,278)	-11.1%
5281 - Retirement - Sick Pay	1,500	1,588	88	106%	-	-	-	0%	-	-	-	0%	-	4,489	4,489	100%	-	-	-	0.0%
52 - Salaries-Other Compensation	13,460	12,687	(774)	94%	12,050	11,329	(721)	94%	12,075	10,727	(1,348)	89%	11,549	11,757	208	102%	11,549	10,271	(1,278)	-11.1%
5510 - Retirement Benefits - County	235,911	184,086	(51,824)	78%	323,570	265,457	(58,114)	82%	345,324	294,789	(50,535)	85%	333,060	197,172	(135,888)	59%	333,060	304,652	(28,408)	-8.5%
5511 - Other Post Employment Benefits	88,659	69,183	(19,476)	78%	86,646	71,137	(15,509)	82%	55,917	47,721	(8,196)	85%	35,701	17,864	(17,837)	50%	35,701	15,991	(19,711)	-55.2%
5515 - Social Security Employer Contributions	1,740	-	(1,740)	0%	1,792	-	(1,792)	0%	1,846	-	(1,846)	0%	1,846	-	(1,846)	0%	1,846	1,846	(0)	0.0%
5516 - Medicare Employer Contributions	20,684	14,464	(6,219)	70%	22,814	16,737	(6,077)	73%	22,227	16,918	(5,310)	76%	22,554	12,110	(10,445)	54%	22,554	20,420	(2,134)	-9.5%
5520 - Group Life Insurance Benefit	5,859	7,463	1,604	127%	10,872	8,691	(2,181)	80%	10,581	9,553	(1,028)	90%	12,816	7,379	(5,437)	58%	12,816	11,580	(1,236)	-9.6%
5542 - Group Health Insurance - HRA	60,520	79,785	19,265	132%	82,532	121,091	38,559	147%	114,469	111,256	(3,212)	97%	104,239	79,110	(25,129)	76%	104,239	105,490	1,251	1.2%
5543 - Group Health Insurance - HMO	98,450	58,826	(39,624)	60%	95,454	43,924	(51,530)	46%	57,908	42,583	(15,325)	74%	56,971	24,742	(32,230)	43%	56,971	35,506	(21,465)	-37.7%
5560 - Long Term Disability Benefit	4,475	3,438	(1,037)	77%	4,942	3,966	(977)	80%	4,810	4,332	(478)	90%	5,798	3,414	(2,383)	59%	5,798	5,238	(559)	-9.6%
5591 - On-Job-Injury Benefit Expense	8,559	6,480	(2,079)	76%	7,867	6,276	(1,591)	80%	6,132	5,075	(1,057)	83%	6,222	3,581	(2,641)	58%	6,222	5,633	(589)	-9.5%
5592 - Unemployment Compensation Benefit	2,354	1,811	(543)	77%	1,573	1,268	(305)	81%	1,533	1,281	(252)	84%	1,555	915	(640)	59%	1,555	1,408	(147)	-9.4%
55 - Fringe Benefits	534,712	425,536	(109,175)	80%	647,938	540,167	(107,771)	83%	624,875	542,647	(82,228)	87%	583,584	348,652	(234,932)	60%	583,584	507,764	(75,819)	-13.0%
5635 - Restricted Salaries	-	-	-	0%	-	-	-	0%	-	-	-	0%	(14,357)	-	14,357	0%	-	-	-	0.0%
56 - Restricted Salaries	-	-	-	0%	-	-	-	0%	-	-	-	0%	(14,357)	-	14,357	0%	-	-	-	0.0%
TOTAL SALARIES	1,992,749	1,522,957	(469,792)	76%	2,257,529	1,811,474	(446,055)	80%	2,175,136	1,852,408	(322,728)	85%	2,141,937	1,270,754	(871,183)	59%	2,156,294	1,926,320	(229,974)	-10.7%
6006 - Apparel - Employees	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
6016 - Computer Supplies	8,500	1,858	(6,642)	22%	10,300	674	(9,626)	7%	11,000	-	(11,000)	0%	12,000	-	(12,000)	0%	12,000	5,500	(6,500)	-54.2%
6052 - Office Supplies	23,992	2,537	(21,455)	11%	17,100	3,063	(14,037)	18%	14,600	993	(13,607)	7%	21,675	3,791	(17,884)	17%	21,675	20,574	(1,101)	-5.1%
6054 - Paper Products	10,000	510	(9,491)	5%	10,900	313	(10,587)	3%	10,899	531	(10,369)	5%	9,399	4,162	(5,238)	44%	9,399	7,500	(1,899)	-20.2%
6064 - Photos, Maps & Blueprint Supplies	-	975	975	100%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
6072 - Safety Supplies	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
60 - Supplies & Materials	86,963	13,335	(73,628)	15%	81,500	18,787	(62,712)	23%	88,199	6,144	(82,055)	7%	85,774	7,952	(77,822)	9%	85,774	64,574	(21,200)	-24.7%
6446 - Local Transportation	25,196	2,112	(23,084)	8%	19,300	2,361	(16,939)	12%	18,300	3,061	(15,239)	17%	18,300	1,832	(16,468)	10%	18,300	11,800	(6,500)	-35.5%
6450 - Permits, Licenses and Fees	4,012	46	(3,966)	1%	1,250	315	(935)	25%	1,250	1,764	514	141%	6,250	2,500	(3,750)	40%	6,250	1,000	(5,250)	-84.0%
6462 - Publications & Subscriptions	5,000	1,755	(3,245)	35%	5,000	4,714	(286)	94%	10,500	3,710	(6,790)	35%	8,000	336	(7,664)	4%	8,000	7,500	(500)	-6.3%
6467 - Travel -Training Related	60,953	36,113	(24,840)	59%	82,641	42,527	(40,114)	51%	95,141	41,021	(54,120)	43%	98,211	39,103	(59,108)	40%	98,211	86,974	(11,237)	-11.4%
6469 - Training & Education - Local	16,500	5,465	(11,035)	33%	2,500	3,004	504	120%	2,500	7,098	4,598	284%	2,500	2,736	236	109%	2,500	24,500	22,000	880.0%

Budget Overview

Account	2017				2018				2019				2020				2020	2021	2020-2021	
	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	Act %	Budget	Actual	Variance	75%	Excl 1-Time	Preliminary	Variance	%
64 - Services & Other Expenses	3,521,765	1,186,022	(2,335,742)	34%	3,962,876	1,912,772	(2,050,104)	48%	3,913,176	2,279,315	(1,633,861)	58%	4,083,734	1,645,866	(2,437,868)	40%	3,673,996	2,553,874	(1,120,122)	-30.5%
6750 - Telecommunications Services-External	-	-	-	0%	1,620	-	(1,620)	0%	1,620	-	(1,620)	0%	1,620	-	(1,620)	0%	1,620	2,000	380	23.4%
67 - Rent, Utilities & Maintenance	10,740	4,433	(6,307)	41%	11,800	1,230	(10,571)	10%	21,120	-	(21,120)	0%	19,120	-	(19,120)	0%	16,620	21,500	4,880	29.4%
6810 - Indirect Cost Charges/Allocations	273,389	155,095	(118,294)	57%	149,597	116,919	(32,678)	78%	153,684	121,867	(31,817)	79%	151,396	62,531	(88,865)	41%	151,396	151,088	(308)	-0.2%
6850 - Copy Machines - Inside	12,000	6,194	(5,806)	52%	12,750	5,415	(7,335)	42%	13,250	6,946	(6,304)	52%	13,250	4,308	(8,942)	33%	13,250	13,000	(250)	-1.9%
6854 - Mail Services - Inside	4,500	-	(4,500)	0%	5,000	-	(5,000)	0%	4,500	-	(4,500)	0%	2,000	-	(2,000)	0%	2,000	2,000	-	0.0%
68 - Interfund Services	312,139	165,930	(146,209)	53%	186,347	123,730	(62,617)	66%	194,134	129,455	(64,679)	67%	199,846	77,826	(122,021)	39%	199,846	202,788	2,942	1.5%
TOTAL OPERATING & MAINTENANCE	18,257,905	3,686,398	(14,571,508)	20%	29,582,997	6,176,990	(23,406,008)	21%	34,277,348	6,001,521	(28,275,828)	18%	32,029,643	8,540,280	(23,489,363)	27%	28,717,805	65,983,496	37,265,691	129.8%
9801 - Transfer To General Fund	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
98 - Operating Transfers Out	-	-	-	0%	-	0	0	100%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
TOTAL OTHER USES	-	-	-	0%	-	0	0	100%	-	-	-	0%	-	-	-	0%	-	-	-	0.0%
TOTAL APPROPRIATED USES	20,250,655	5,209,355	(15,041,300)	26%	31,840,526	7,988,464	(23,852,062)	25%	36,452,484	7,853,929	(28,598,555)	22%	34,171,579	9,811,034	(24,360,545)	29%	30,874,098	67,909,816	37,035,718	120.0%
BALANCE	-	(94,299)			-	(7,579)			-	(412,878)			-	(4,894,652)			6,606,819	-	(6,606,819)	