

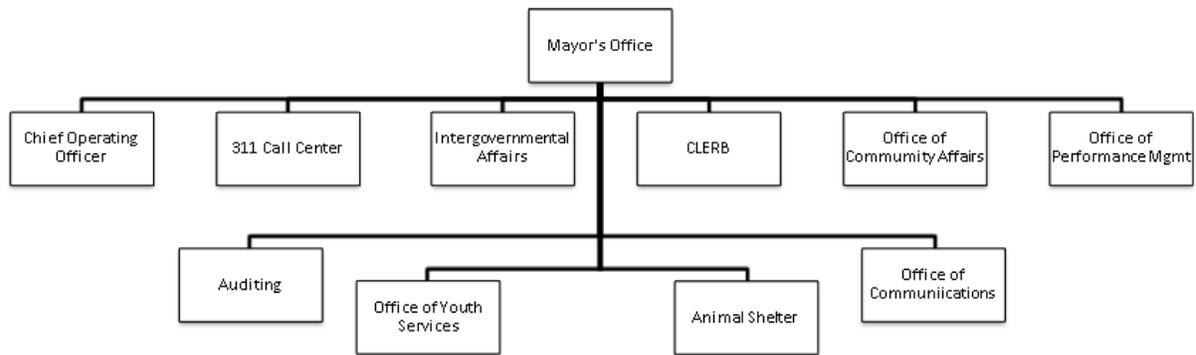
# ■ Operating Budget

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
Personnel Services	3,523,680	3,907,321	4,329,714	7,578,047
Materials and Supplies	2,093,773	2,055,055	2,733,623	3,203,220
Grants and Subsidies	1,483,468	2,332,958	1,691,178	2,332,958
Total Expenditures	7,098,246	8,295,334	8,754,515	13,114,225
Program Revenues	(18,293)	0	(94,926)	(562,715)
Net Expenditures	7,079,952	8,295,334	8,659,589	12,551,510
Authorized Complement				97

## MISSION

To provide direction, expectations, and resources necessary to make life better for all Memphians..

## STRUCTURE



## SERVICES

The Executive Division is made up of ten service areas. The Mayor's Office ensures that the City Charter and Ordinances are observed, promotes economic and industrial development, and addresses citizens' issues of concern related to City government. The Chief Operating Officer (COO) directs the operations of the City divisions following the policies of the Mayor, protects and maintains City assets, plans and coordinates functions necessary to achieve the City's stated goals and objectives.

## ■ charges for services

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
Dog License	0	0	0	(274,965)
County Dog License Fee	0	0	0	(83,568)
Court Costs	0	0	74	0
Shelter Fees	0	0	0	(181,239)
Animal Vaccination	0	0	0	(22,943)
Cash Overage/Shortage	7	0	0	0
Miscellaneous Revenue	(18,300)	0	(95,000)	0
<b>Total Charges for Services</b>	<b>(18,293)</b>	<b>0</b>	<b>(94,926)</b>	<b>(562,715)</b>

### Description

*The Mayor's Office duties include ensuring that the City Charter and Ordinances are observed to enhance the health, safety, and well-being of the citizens of Memphis. It also promotes economic and industrial development through a joint partnership of business, government, and the community at large.*

### Operating Budget

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	894,294	942,616	1,120,166	597,962
Materials and Supplies	268,205	175,997	226,247	170,975
Total Expenditures	1,162,498	1,118,614	1,346,413	768,937
Net Expenditures	1,162,498	1,118,614	1,346,413	768,937
Authorized Complement				5

## Mayor's Office Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Full-Time Salaries	639,019	745,400	624,759	455,282
Holiday Salary Full Time	36,021	0	38,681	0
Vacation Leave	23,946	0	24,540	0
Bonus Leave	4,217	0	1,032	0
Sick Leave	14,532	0	38,747	0
Retirement Benefits	0	0	202,377	0
Pension	43,064	44,724	42,976	27,317
Pension ARC Funding	36,228	42,137	42,137	49,171
Group Life Insurance	1,501	1,775	1,049	2,213
Unemployment	1,350	990	990	400
Medicare	9,735	11,926	11,761	7,285
Long Term Disability	2,027	2,236	1,885	1,366
Health Insurance - Basic	8,135	8,833	4,552	0
Health Insurance - Premier	71,272	67,198	61,597	29,929
Other Post Employment Benefits	0	7,647	7,647	1,407
Salaries - Part Time/ Temporary	0	25,000	25,000	25,000
On the Job Injury	911	0	0	0
Payroll Reserve	2,336	0	(9,566)	0
Attrition	0	(11,678)	0	0
Benefits Adjustments	0	(3,571)	0	(1,407)
<b>Total Personnel Services</b>	<b>894,294</b>	<b>942,616</b>	<b>1,120,166</b>	<b>597,962</b>
<b><u>Materials and Supplies</u></b>				
City Hall Printing	860	0	0	0
City Storeroom Supplies	102	0	0	0
City Shop Charges	6,544	5,550	8,112	8,111
Info Sys Phone/ Communication	0	2,550	0	2,550
City Shop Fuel	10,007	10,618	8,946	9,556
City Computer Svc Equipment	0	7,500	0	7,500
Data/Word Process Software	13,091	6,521	11,266	0
City Telephone/ Communications	17,266	3,787	15,059	3,787
Printing - Outside	0	0	378	0
Supplies - Outside	527	7,060	40	7,060
Document Reproduction - Outside	0	0	0	0
Outside Postage	159	200	67	200

Mayor's Office Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
Materials and Supplies	4,897	8,740	6,240	8,740
Miscellaneous Expense	94,197	40,800	71,779	40,800
Outside Equipment Repair/ Maintenance	2,940	0	0	0
Advertising/Publication	0	500	0	500
Misc Professional Services	130	34,223	21,700	34,223
Travel Expense	31,814	2,096	2,464	2,096
Unreported Travel	(1,932)	0	4,983	0
Mileage	350	0	0	0
WYPL Studio Facilities Expense - Library	1,020	0	0	0
Insurance	2,735	2,652	9,067	2,652
Lawsuits	0	0	16,146	0
Dues/Memberships/ Periodicals	83,497	40,000	50,000	40,000
Misc Services and Charges	0	3,200	0	3,200
<b>Total Materials and Supplies</b>	<b>268,205</b>	<b>175,997</b>	<b>226,247</b>	<b>170,975</b>
<b>TOTAL EXPENDITURES</b>	<b>1,162,498</b>	<b>1,118,614</b>	<b>1,346,413</b>	<b>768,937</b>
<b><u>Other Revenues</u></b>				
Donated Revenue	0	0	0	0
<b>Total Other Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PROGRAM REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET EXPENDITURES</b>	<b>1,162,498</b>	<b>1,118,614</b>	<b>1,346,413</b>	<b>768,937</b>

### Description

*Directs the operations of City divisions to follow the policies of the Mayor, performs authorized services efficiently, protects and maintains City assets, and conducts the planning and coordination of functions necessary to achieve stated goals and objectives.*

### Operating Budget

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	560,741	707,058	789,533	608,274
Materials and Supplies	134,890	238,000	420,152	232,728
Grants and Subsidies	55,920	0	0	0
Total Expenditures	751,551	945,058	1,209,685	841,002
Program Revenues	0	0	(95,000)	0
Net Expenditures	751,551	945,058	1,114,685	841,002
Authorized Complement				6

Chief Operating Officer Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Full-Time Salaries	428,201	514,045	509,565	509,565
Holiday Salary Full Time	3,927	0	16,724	0
Vacation Leave	14,672	0	5,250	0
Bonus Leave	5,410	0	592	0
Sick Leave	8,211	0	1,694	0
Retirement Benefits	5,204	0	59,505	0
Pension	27,625	30,843	30,843	30,574
Social Security	0	0	1,400	0
Pension ARC Funding	20,126	28,091	28,091	32,781
Group Life Insurance	645	1,507	1,507	1,178
Unemployment	750	660	660	480
Medicare	6,462	8,225	8,225	8,153
Long Term Disability	1,327	1,542	1,542	1,529
Health Insurance - Basic	1,449	0	5,380	8,847
Health Insurance - Premier	33,352	45,177	45,177	10,166
Other Post Employment Benefits	0	5,098	5,098	1,688
Salaries - Part Time/Temporary	0	75,000	75,000	5,000
On the Job Injury	791	0	0	0
Payroll Reserve	2,588	0	(6,721)	0
Benefits Adjustments	0	(3,129)	0	(1,688)
<b>Total Personnel Services</b>	<b>560,741</b>	<b>707,058</b>	<b>789,533</b>	<b>608,274</b>
<b><u>Materials and Supplies</u></b>				
City Shop Charges	8,437	4,951	4,950	4,744
City Shop Fuel	3,183	3,707	3,336	3,336
City Computer Svc Equipment	2,642	0	0	0
Data/Word Process Software	1,275	6,485	6,485	0
City Telephone/Communications	15,055	6,600	6,600	6,600
Printing - Outside	0	1,000	1,000	1,000
Supplies - Outside	3,753	6,000	6,000	6,000
Outside Postage	0	0	0	0
Materials and Supplies	3,788	4,483	20,483	4,483
Outside Equipment Repair/Maintenance	840	0	0	0
Seminars/Training/Education	6,116	5,620	5,620	5,620
Misc Professional Services	52,447	155,000	326,023	155,000
Travel Expense	10,696	1,471	6,471	1,471

## Chief Operating Officer Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
Unreported Travel	1,656	0	0	0
Mileage	3,088	0	500	0
Insurance	1,991	4,707	4,707	6,497
Claims	0	2,000	2,000	2,000
Lawsuits	6,994	20,677	20,677	20,677
Dues/Memberships/ Periodicals	599	1,800	1,800	1,800
Misc Services and Charges	12,329	13,500	3,500	13,500
<b>Total Materials and Supplies</b>	<b>134,890</b>	<b>238,000</b>	<b>420,152</b>	<b>232,728</b>
<b><u>Grants and Subsidies</u></b>				
MORE Initiative	55,920	0	0	0
<b>Total Grants and Subsidies</b>	<b>55,920</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>751,551</b>	<b>945,058</b>	<b>1,209,685</b>	<b>841,002</b>
<b><u>Other Revenues</u></b>				
Miscellaneous Revenue	0	0	(95,000)	0
<b>Total Other Revenues</b>	<b>0</b>	<b>0</b>	<b>(95,000)</b>	<b>0</b>
<b>TOTAL PROGRAM REVENUES</b>	<b>0</b>	<b>0</b>	<b>(95,000)</b>	<b>0</b>
<b>NET EXPENDITURES</b>	<b>751,551</b>	<b>945,058</b>	<b>1,114,685</b>	<b>841,002</b>

### Description

*Auditing provides the Mayor, City Council, and all levels of management with analyses, appraisals, valuations, counsel, information, and recommendations concerning activities being reviewed. Auditing also assists all members of the organization in being more effective and efficient in the discharge of their job responsibilities.*

### Operating Budget

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	486,423	502,212	416,347	519,503
Materials and Supplies	391,724	341,915	604,639	341,898
Total Expenditures	878,147	844,127	1,020,986	861,401
Net Expenditures	878,147	844,127	1,020,986	861,401
Authorized Complement				6

## Auditing Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Full-Time Salaries	301,804	387,110	273,950	387,041
Holiday Salary Full Time	17,790	0	18,219	0
Vacation Leave	18,573	0	17,016	0
Bonus Leave	3,736	0	1,123	0
Sick Leave	18,173	0	1,946	0
Retirement Benefits	2,027	0	9,126	0
Pension	21,604	19,669	19,048	18,241
Social Security	2,043	0	1,523	0
Pension ARC Funding	24,152	28,091	28,091	38,244
Group Life Insurance	1,249	1,253	825	962
Unemployment	900	550	550	400
Medicare	5,382	6,194	5,016	4,864
Long Term Disability	975	983	717	912
Health Insurance - Premier	30,674	24,846	15,529	12,423
Other Post Employment Benefits	0	4,248	4,248	1,407
Salaries - Part Time/ Temporary	32,945	31,416	24,569	56,416
On the Job Injury	3,089	0	177	0
Payroll Reserve	1,309	0	(5,326)	0
Benefits Adjustments	0	(2,148)	0	(1,407)
<b>Total Personnel Services</b>	<b>486,423</b>	<b>502,212</b>	<b>416,347</b>	<b>519,503</b>
<b><u>Materials and Supplies</u></b>				
City Shop Charges	881	1,254	2,937	1,254
City Shop Fuel	129	169	150	152
Outside Computer Services	4,834	11,794	7,236	11,794
City Computer Svc Equipment	48	0	0	0
Data/Word Process Software	1,084	0	0	0
City Telephone/ Communications	603	1,000	374	1,000
Supplies - Outside	1,373	4,104	721	4,104
Outside Postage	197	102	106	102
Materials and Supplies	202	0	0	0
Outside Vehicle Repair	12	0	0	0
Accounting/Auditing/Cons	369,778	312,631	586,471	312,631
Seminars/Training/Education	5,845	7,226	5,480	7,226
Misc Professional Services	58	0	24	0
Employee Activities	416	0	0	0
Travel Expense	4,015	1,839	0	1,839

## Auditing Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
Dues/Memberships/ Periodicals	2,250	1,796	1,140	1,796
<b>Total Materials and Supplies</b>	391,724	341,915	604,639	341,898
<b>TOTAL EXPENDITURES</b>	878,147	844,127	1,020,986	861,401
<b>NET EXPENDITURES</b>	878,147	844,127	1,020,986	861,401

### Description

*To provide a non-emergency Online Support Center for the City of Memphis to better serve its citizens. From potholes, abandoned vehicles, high weeds on vacant lots, and curbside trash to faulty traffic signals and derelict and abandoned homes, the new Online Support Center makes it easy to submit service requests and public sentiments online. The City of Memphis' Online Support Center also allows you to track your service requests.*

### Operating Budget

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	387,838	312,989	382,032	388,140
Materials and Supplies	28,599	34,071	18,512	35,579
Total Expenditures	416,437	347,060	400,544	423,719
Net Expenditures	416,437	347,060	400,544	423,719
Authorized Complement				10

## 311 Call Center Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Full-Time Salaries	226,523	276,331	263,271	336,699
Holiday Salary Full Time	11,637	0	19,450	0
Vacation Leave	11,373	0	19,128	0
Bonus Leave	1,667	0	1,143	0
Sick Leave	6,065	0	11,350	0
Retirement Benefits	782	0	0	0
Pension	15,436	16,580	18,905	20,202
Social Security	2,436	0	3,297	0
Pension ARC Funding	32,202	37,455	37,455	54,634
Group Life Insurance	497	1,040	454	571
Unemployment	900	880	880	800
Medicare	4,064	4,421	5,059	5,387
Long Term Disability	683	829	800	1,010
Health Insurance - Premier	32,085	48,003	35,532	42,921
Other Post Employment Benefits	0	6,797	6,797	2,814
Salaries - Part Time/ Temporary	39,296	52,867	53,176	52,867
Payroll Reserve	2,193	0	(4,665)	0
Attrition	0	(36,951)	0	(36,951)
Expense Recovery - Personnel	0	(90,000)	(90,000)	(90,000)
Benefits Adjustments	0	(5,263)	0	(2,814)
<b>Total Personnel Services</b>	<b>387,838</b>	<b>312,989</b>	<b>382,032</b>	<b>388,140</b>
<b><u>Materials and Supplies</u></b>				
City Shop Charges	181	431	2,085	2,085
City Shop Fuel	1,368	1,456	166	1,311
City Computer Svc Equipment	7,042	10,000	8,538	10,000
City Telephone/ Communications	386	0	304	0
Supplies - Outside	2,483	4,222	443	4,222
Materials and Supplies	2,615	3,000	2,084	3,000
Advertising/Publication	8,405	10,000	0	10,000
Seminars/Training/Education	1,218	2,409	1,000	2,409
Misc Professional Services	452	0	1,074	0
Travel Expense	617	552	1,602	552
Unreported Travel	841	0	(841)	0
Dues/Memberships/ Periodicals	2,992	2,000	2,000	2,000

**311 Call Center Legal Level Detail**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Misc Services and Charges	0	0	57	0
<b>Total Materials and Supplies</b>	28,599	34,071	18,512	35,579
<b>TOTAL EXPENDITURES</b>	416,437	347,060	400,544	423,719
<b>NET EXPENDITURES</b>	416,437	347,060	400,544	423,719

### Description

*To enhance opportunities and the quality of life for the City's youth by studying related issues and functioning as an educational, informational, and advocacy body.*

### Operating Budget

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	582,222	627,499	816,054	731,547
Materials and Supplies	753,166	588,916	676,949	589,488
Grants and Subsidies	1,427,548	2,332,958	1,691,178	1,663,740
Total Expenditures	2,762,936	3,549,373	3,184,181	2,984,775
Net Expenditures	2,762,936	3,549,373	3,184,181	2,984,775
Authorized Complement				2

## Office of Youth Services Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Full-Time Salaries	56,895	59,000	104,284	160,650
Holiday Salary Full Time	0	0	983	0
Bonus Leave	0	0	3,017	0
Retirement Benefits	0	0	4,765	0
Pension	3,414	3,540	3,000	9,639
Social Security	28,691	0	35,642	0
Pension ARC Funding	4,025	4,682	4,682	5,463
Group Life Insurance	0	0	92	319
Unemployment	150	110	110	160
Medicare	7,471	944	9,145	2,570
Long Term Disability	150	177	128	482
Health Insurance - Basic	0	0	1,475	4,424
Health Insurance - Premier	9,017	12,423	5,176	0
Other Post Employment Benefits	0	850	850	563
Salaries - Part Time/ Temporary	462,765	550,000	643,423	550,000
Payroll Reserve	9,644	0	(14,969)	0
Attrition	0	(3,700)	0	(2,160)
Benefits Adjustments	0	(527)	14,250	(563)
<b>Total Personnel Services</b>	<b>582,222</b>	<b>627,499</b>	<b>816,054</b>	<b>731,547</b>
<b><u>Materials and Supplies</u></b>				
City Hall Postage	0	1,000	0	1,000
City Shop Charges	1,104	0	286	572
City Computer Svc Equipment	0	28,500	9,502	28,500
City Telephone/ Communications	11,477	2,400	7,205	2,400
Supplies - Outside	0	0	224	0
Outside Postage	27	100	0	100
Materials and Supplies	52,450	1,055	9,736	1,055
Penalization	294	0	0	0
Seminars/Training/Education	2,573	6,825	0	6,825
Misc Professional Services	675,407	541,918	636,941	541,918
Technical Services	600	0	0	0
Travel Expense	3,196	368	1,602	368
Unreported Travel	956	0	138	0
Mileage	3,426	5,550	11,315	5,550
Utilities	1,469	0	0	0
Total Quality Management	185	0	0	0

## Office of Youth Services Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
Dues/Memberships/ Periodicals	0	200	0	200
Misc Services and Charges	0	1,000	0	1,000
<b>Total Materials and Supplies</b>	<b>753,166</b>	<b>588,916</b>	<b>676,949</b>	<b>589,488</b>
<b><u>Grants and Subsidies</u></b>				
Memphis In May	0	0	0	0
Ambassador's Fellowship Pay	1,427,548	2,332,958	1,691,178	1,663,740
<b>Total Grants and Subsidies</b>	<b>1,427,548</b>	<b>2,332,958</b>	<b>1,691,178</b>	<b>1,663,740</b>
<b>TOTAL EXPENDITURES</b>	<b>2,762,936</b>	<b>3,549,373</b>	<b>3,184,181</b>	<b>2,984,775</b>
<b><u>Other Revenues</u></b>				
Donated Revenue	0	0	0	0
<b>Total Other Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PROGRAM REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET EXPENDITURES</b>	<b>2,762,936</b>	<b>3,549,373</b>	<b>3,184,181</b>	<b>2,984,775</b>

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Materials and Supplies	5,365	0	(6,864)	0
Total Expenditures	5,365	0	(6,864)	0
Net Expenditures	5,365	0	(6,864)	0
Authorized Complement				0

## EMA Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Materials and Supplies</u></b>				
Repair/Oper Air Raid System	972	0	(499)	0
Outside Equipment Repair/ Maintenance	(23)	0	0	0
Advertising/Publication	567	0	0	0
Utilities	3,850	0	(6,365)	0
<b>Total Materials and Supplies</b>	<b>5,365</b>	<b>0</b>	<b>(6,864)</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>5,365</b>	<b>0</b>	<b>(6,864)</b>	<b>0</b>
<b>NET EXPENDITURES</b>	<b>5,365</b>	<b>0</b>	<b>(6,864)</b>	<b>0</b>

### Description

*The Office of Contract Compliance serves as the support agency and administrative arm to the Minority and Women Business Enterprise Participation Program. The purpose of the agency is to ensure that the legislative intent of the City's Ordinance 4288 et. Seq., which created the M/WBE program, is carried out in all procurement activities and opportunities. This office will serve as a catalyst through which Minority and Women Business Enterprises can fully participate in the economic expansion of the Memphis business community. This office will facilitate participation of public and private sector business entities in local M/WBE development through direct/indirect procurement opportunities.*

### Operating Budget

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	427,545	440,726	426,814	0
Materials and Supplies	143,215	227,120	190,116	0
Total Expenditures	570,761	667,845	616,930	0
Program Revenues	(18,293)	0	0	0
Net Expenditures	552,467	667,845	616,930	0
Authorized Complement				0

Contract Compliance has moved to the Finance Division through City Wide restructure.

**Contract Compliance Legal Level Detail**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
<b><u>Personnel Services</u></b>				
Full-Time Salaries	301,187	346,388	282,752	0
Holiday Salary Full Time	14,595	0	17,614	0
Vacation Leave	9,107	0	16,462	0
Bonus Leave	229	0	1,731	0
Sick Leave	10,951	0	17,357	0
Retirement Benefits	1,038	0	1,038	0
Pension	20,164	20,783	20,155	0
Pension ARC Funding	12,076	23,410	23,410	0
Group Life Insurance	1,420	1,683	1,026	0
Unemployment	750	550	550	0
Medicare	4,474	5,542	4,570	0
Long Term Disability	937	1,039	859	0
Health Insurance - Basic	2,750	4,416	0	0
Health Insurance - Premier	45,335	35,012	39,670	0
Other Post Employment Benefits	0	4,248	4,244	0
Payroll Reserve	2,530	0	(4,624)	0
Benefits Adjustments	0	(2,347)	0	0
<b>Total Personnel Services</b>	<b>427,545</b>	<b>440,726</b>	<b>426,814</b>	<b>0</b>
<b><u>Materials and Supplies</u></b>				
City Computer Svc Equipment	74	2,000	0	0
City Telephone/ Communications	929	2,880	486	0
Supplies - Outside	116	1,020	0	0
Outside Postage	42	488	0	0
Materials and Supplies	38,966	18,160	1,265	0
Seminars/Training/Education	10,260	26,500	1,225	0
Misc Professional Services	80,473	168,002	172,755	0
Travel Expense	10,280	5,206	9,919	0
Unreported Travel	877	0	1,157	0
Mileage	1,031	864	1,073	0
Dues/Memberships/ Periodicals	168	2,000	2,236	0
<b>Total Materials and Supplies</b>	<b>143,215</b>	<b>227,120</b>	<b>190,116</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>570,761</b>	<b>667,845</b>	<b>616,930</b>	<b>0</b>
<b><u>Other Revenues</u></b>				
Cash Overage/Shortage	7	0	0	0

**Contract Compliance Legal Level Detail**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Miscellaneous Revenue	(18,300)	0	0	0
<b>Total Other Revenues</b>	(18,293)	0	0	0
<b>TOTAL PROGRAM REVENUES</b>	(18,293)	0	0	0
<b>NET EXPENDITURES</b>	552,467	667,845	616,930	0

### Description

*The Office of Intergovernmental Affairs coordinates the City's legislative efforts in Washington and Nashville as well as identifies Federal and State legislation that impact the City. This office is also responsible for researching and identifying Federal, State and private grant opportunities and assists with the preparation of grant applications from all City's divisions.*

### Operating Budget

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	184,617	197,821	202,368	298,241
Materials and Supplies	365,934	425,436	580,272	425,436
<b>Total Expenditures</b>	<b>550,551</b>	<b>623,257</b>	<b>782,640</b>	<b>723,677</b>
Program Revenues	0	0	74	0
<b>Net Expenditures</b>	<b>550,551</b>	<b>623,257</b>	<b>782,714</b>	<b>723,677</b>
Authorized Complement				3

## Intergovernmental Affairs Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Full-Time Salaries	135,181	153,183	130,839	205,631
Holiday Salary Full Time	7,659	0	9,206	0
Vacation Leave	5,771	0	6,241	0
Bonus Leave	807	0	1,484	0
Sick Leave	3,764	0	1,451	0
Retirement Benefits	0	0	18,173	0
Pension	9,191	9,191	9,191	8,804
Pension ARC Funding	8,047	9,364	9,364	10,927
Group Life Insurance	654	744	594	276
Unemployment	300	220	220	160
Medicare	2,151	2,451	2,159	3,290
Long Term Disability	424	460	389	440
Health Insurance - Premier	12,123	12,423	11,388	12,423
Other Post Employment Benefits	0	1,699	1,669	563
Salaries - Part Time/ Temporary	0	10,000	0	57,345
Payroll Reserve	(1,455)	0	0	0
Attrition	0	(1,055)	0	(1,055)
Benefits Adjustments	0	(859)	0	(563)
<b>Total Personnel Services</b>	<b>184,617</b>	<b>197,821</b>	<b>202,368</b>	<b>298,241</b>
<b><u>Materials and Supplies</u></b>				
City Computer Svc Equipment	480	0	170	0
City Telephone/ Communications	1,041	1,162	847	1,162
Printing - Outside	0	1,200	0	1,200
Supplies - Outside	93	1,400	690	1,400
Outside Postage	0	200	0	200
Materials and Supplies	372	0	0	0
Seminars/Training/Education	157	1,203	1,004	1,203
Misc Professional Services	280,781	360,000	515,427	360,000
Travel Expense	3,818	1,471	0	1,471
Unreported Travel	(520)	0	0	0
Dues/Memberships/ Periodicals	79,713	58,800	62,134	58,800
<b>Total Materials and Supplies</b>	<b>365,934</b>	<b>425,436</b>	<b>580,272</b>	<b>425,436</b>
<b>TOTAL EXPENDITURES</b>	<b>550,551</b>	<b>623,257</b>	<b>782,640</b>	<b>723,677</b>

## Intergovernmental Affairs Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Fines and Forfeitures</u></b>				
Court Costs	0	0	74	0
<b>Total Fines and Forfeitures</b>	0	0	74	0
<b>TOTAL PROGRAM REVENUES</b>	0	0	74	0
<b>NET EXPENDITURES</b>	550,551	623,257	782,714	723,677

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	0	176,400	176,400	191,871
Materials and Supplies	0	23,600	23,600	18,100
Total Expenditures	0	200,000	200,000	209,971
Net Expenditures	0	200,000	200,000	209,971
Authorized Complement				3

## C.L.E.R.B. Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
<b>Total Personnel Services</b>	0	176,400	176,400	191,871
<b><u>Materials and Supplies</u></b>				
<b>Total Materials and Supplies</b>	0	23,600	23,600	18,100
<b>TOTAL EXPENDITURES</b>	0	200,000	200,000	209,971
<b>NET EXPENDITURES</b>	0	200,000	200,000	209,971

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	0	0	0	3,430,684
Materials and Supplies	0	0	0	658,390
Total Expenditures	0	0	0	4,089,074
Program Revenues	0	0	0	(562,715)
Net Expenditures	0	0	0	3,526,359
Authorized Complement				51

Animal Shelter was moved in from Parks and Neighborhoods through City-Wide restructure.

## Animal Shelter Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
<b>Total Personnel Services</b>	0	0	0	3,430,684
<b><u>Materials and Supplies</u></b>				
<b>Total Materials and Supplies</b>	0	0	0	658,390
<b>TOTAL EXPENDITURES</b>	0	0	0	4,089,074
<b><u>Licenses and Permits</u></b>				
Dog License	0	0	0	(274,965)
County Dog License Fee	0	0	0	(83,568)
<b>Total Licenses and Permits</b>	0	0	0	(358,533)
<b><u>Charges for Services</u></b>				
Shelter Fees	0	0	0	(181,239)
Animal Vaccination	0	0	0	(22,943)
<b>Total Charges for Services</b>	0	0	0	(204,182)
<b>TOTAL PROGRAM REVENUES</b>	0	0	0	(562,715)
<b>NET EXPENDITURES</b>	0	0	0	3,526,359

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	0	0	0	283,460
Materials and Supplies	0	0	0	64,920
Grants and Subsidies	0	0	0	669,218
Total Expenditures	0	0	0	1,017,598
Net Expenditures	0	0	0	1,017,598
Authorized Complement				4

Community Affairs has moved into Executive from Parks and Neighborhoods through City-Wide restructure.

## Community Affairs Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Total Personnel Services	0	0	0	283,460
<b><u>Materials and Supplies</u></b>				
Total Materials and Supplies	0	0	0	64,920
<b><u>Grants and Subsidies</u></b>				
Total Grants and Subsidies	0	0	0	669,218
<b>TOTAL EXPENDITURES</b>	0	0	0	1,017,598
<b>NET EXPENDITURES</b>	0	0	0	1,017,598

Operating Budget

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
Personnel Services	0	0	0	294,915
Materials and Supplies	0	0	0	655,706
Total Expenditures	0	0	0	950,621
Net Expenditures	0	0	0	950,621
Authorized Complement				4

**Communications Legal Level Detail**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
<b><u>Personnel Services</u></b>				
<b>Total Personnel Services</b>	0	0	0	294,915
<b><u>Materials and Supplies</u></b>				
<b>Total Materials and Supplies</b>	0	0	0	655,706
<b>TOTAL EXPENDITURES</b>	0	0	0	950,621
<b>NET EXPENDITURES</b>	0	0	0	950,621

**Operating Budget**

<b>Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2016 Forecast</b>	<b>FY 2017 Projected</b>
Personnel Services	0	0	0	233,450
Materials and Supplies	0	0	0	10,000
Total Expenditures	0	0	0	243,450
Net Expenditures	0	0	0	243,450
Authorized Complement				3

## Office of Performance Management Legal Level Detail

Category	FY 2015 Actual	FY 2016 Adopted	FY 2016 Forecast	FY 2017 Projected
<b><u>Personnel Services</u></b>				
Total Personnel Services	0	0	0	233,450
<b><u>Materials and Supplies</u></b>				
Total Materials and Supplies	0	0	0	10,000
<b>TOTAL EXPENDITURES</b>	0	0	0	243,450
<b>NET EXPENDITURES</b>	0	0	0	243,450

**EXECUTIVE**

**AUTHORIZED COMPLEMENT**

<b>Position Title</b>	<b>Authorized Positions</b>	<b>Position Title</b>	<b>Authorized Positions</b>
<u>Mayor's Office</u>		SECRETARY A	1
ASST EXECUTIVE	3	SPECIAL COUNSEL MAYOR	1
CHIEF STAFF MAYOR	1	<b>Total Intergovernmental Affairs</b>	<b>3</b>
MAYOR	1	<u>C.L.E.R.B.</u>	
<b>Total Mayor's Office</b>	<b>5</b>	ASST ADMINISTRATIVE	1
<u>Chief Operating Officer</u>		COORD CLERB	1
CHIEF OPERATING OFFICER	1	INVESTIGATOR CLERB	1
COORD GRANTS ADMIN	1	<b>Total Ethics Office</b>	<b>3</b>
DIRECTOR COO DEPUTY	1	<u>Animal Shelter</u>	
SECRETARY	1	ADMR ANIMAL SHELTER	1
SPECIAL ASST COO	1	ASST BUILDING MNT	1
SPECIAL ASST STRATEGY & ACCOUNTABILITY	1	CLERK GENERAL B	5
<b>Total Chief Operating Officer</b>	<b>6</b>	DIRECTOR VETERINARY MEDICAL	1
<u>Auditing</u>		MGR OPERATIONS ANIMAL SVCS	1
AUDITOR ASSOCIATE B	1	OFFICER ANIMAL SERVICES	20
AUDITOR CITY	1	OFFICER ANIMAL SERVICES SR	1
AUDITOR INFORMATION TECH	1	SPEC CUST SVC ADMIN	1
AUDITOR SUPERVISING	2	SPEC SUPPORT SVCS	1
SECRETARY	1	SUPER ADMINISTRATIVE AS	1
<b>Total Auditing</b>	<b>6</b>	SUPER FIELD AS	1
<u>311 Call Center</u>		SUPER SHELTER	1
AGENT BILINGUAL OUTREACH	1	TECH ANIMAL CARE	14
AGENT CALL CENTER	7	TECH ANIMAL CARE SR	1
AGENT CALL CENTER LD	1	VETERINARIAN ANIMAL SHELTER	1
SUPER CALL CENTER	1	<b>Total Animal Shelter</b>	<b>51</b>
<b>Total 311 Call Center</b>	<b>10</b>	<u>Community Affairs</u>	
<u>Office of Youth Services</u>		COORD COMMUNITY RESOURCES	1
COORD. ADMINISTRATOR (HR PENDING)	1	SPEC COMMUNITY OUTREACH	1
MGR POGRAM FOR MAP (HR PENDING)	1	SPEC CUST SVC ADMIN	1
MGR YOUTH SVCS	1	SPECIAL ASST MAYOR COMMUNITY AFFAIRS	1
SPECIAL ASST MAYOR YOUTH COMMUNITY	1	<b>Total Community Affairs</b>	<b>4</b>
<b>Total Office of Youth Services</b>	<b>4</b>	<u>Communications</u>	
<u>Intergovernmental Affairs</u>		CHIEF COMMUNICATION OFFICER	1
COORD INTERGOV	1	DIRECTOR COMMUNICATION DEPUTY	1
		SECRETARY	1
		SPEC COMMUNICATION	1
		<b>Total Communications</b>	<b>4</b>



**EXECUTIVE**

*AUTHORIZED COMPLEMENT*

Position Title	Authorized Positions	Position Title	Authorized Positions
Office of Performance Management			
OPM STRATEGIST	3		
Total Office of Performance Management	3		
<u>TOTAL EXECUTIVE</u>	<u>99</u>		



