

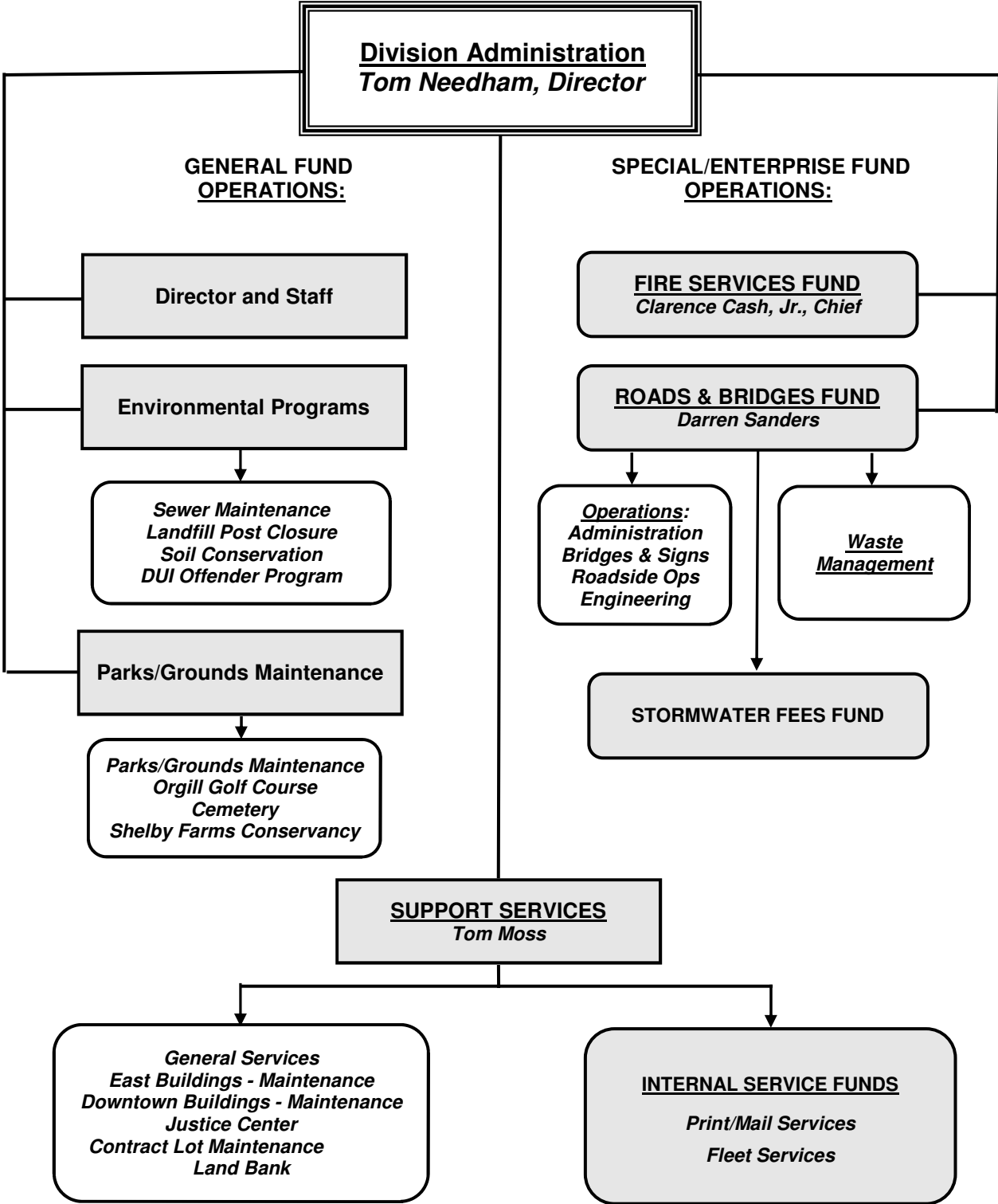
DIVISION OF PUBLIC WORKS



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Division Organizational Chart by Program

PUBLIC WORKS



MISSION STATEMENT:

To hold ourselves accountable in providing Shelby County residents and our internal customers with professional Services in a friendly, effective, and efficient manner that guarantees a clean and safe environment and instills public trust.

STRATEGIC GOALS:

While our mission is a focus, the goals guide us to more specific action. They become the major categories of effort in which we need to progress. We expect the goals to change only infrequently as we proceed up the path of change. As opportunities arise, we may discover other major categories of work that we need to accomplish to better benefit our customers and partners.

Maximize Efficiencies in DOING BUSINESS:

Continue to pursue partnerships with governmental, private and non-profit agencies to reduce the cost of doing business:

- Continue with the construction of Raleigh-Millington Road Bridge over the Loosahatchie River in partnership with the City of Memphis; partner and cooperate with the City of Memphis on the design and construction of the Shelby Farms Parkway.
- Receive reimbursement through the Tennessee Department of Transportation (TDOT) for local project management of the Congestion Mitigation Air Quality (CMAQ) program which provides federal funding for traffic control projects for air quality improvement standards.
- Partner with other jurisdictions and non-profits for the land acquisition of floodway and floodplain to provide flood storage and aquifer protection.
- Partner with the Corps of Engineers and regional partners in evaluating alternatives to reduce or prevent flooding by Big Creek Basin located in Tipton, Shelby County and Millington.
- Extend the Memphis and Shelby County Greenline through a cost-share with the Federal Highway Administration (FHWA), TDOT, and private donors.

Secure Federal funding for a comprehensive study of the County's groundwater which will provide a plan for preservation and protection of regional water supply aquifers.

HEALTH and SAFETY:

- Continue to improve countywide Emergency Medical Services by staffing and equipping all Shelby County Fire Stations with Advanced Life Support (ALS) Equipment in both paramedic capability and ALS equipment.
- Continue the implementation and execution of the Shelby County Americans with Disabilities Act (ADA) Program.
- Develop a County-wide master plan that leads to floodplain management practices in conjunction with supportive local legislation to reduce adverse impacts from urban development and changes in flood profiles.
- Continue to implement traffic improvement projects through the CMAQ Program that reduce harmful toxins emitted by vehicle emissions.
- Construct/rehabilitate detention basins for flood control.
- Take an active role with the health department to assist in the enforcement of ordinances to reduce the illegal dumping of residential waste.
- Provide landfill monitoring, testing, and maintenance to protect the groundwater from potential leachate and stay in conformance with state landfill closure procedures.
- Continue rehabilitation and maintenance of Mary's Creek dam systems.
- Continue to manage the County wide Waste Tire Recycling Program utilizing State grant funds.

Division Overview for FY14 Public Works

Tom Needham, Director

QUALITY of LIFE:

- Aggressively solicit Federal and State Funds to continue implementation of the county comprehensive Greenbelt System Program to protect natural resources, promote conservation and ensure an enhanced quality of life.
- Using organizations such as the Shelby County Conservation Board and Chickasaw Basin Authority acquire floodway and floodplain real estate along the county's waterways that will serve as a dual purpose for flood storage and trail systems.
- Continue pursuing multi-modal opportunities both in new road construction and in maintenance/rehabilitation projects such as asphalt resurfacing.

ISSUES & TRENDS:

- The recent trend in annexations by several of the municipalities has reduced the revenue available to fund the Fire Services Fund. Several changes in operational procedure and increases in fire fees were necessary to have a balanced budget as required by State law. The County commission has formed an ad hoc committee to review these trends and develop recommendations for the sustainability of fire services to citizens in unincorporated Shelby County in the event the annexation trend continues.
- The County has several subdivisions that require final pavement overlay through the Roads, Bridges and Engineering Department. Several of these subdivisions are in developer default where the developer is no longer in business and require extensive road repairs prior to applying final wearing surfaces.

FY13 PERFORMANCE HIGHLIGHTS:

- Completed the Environmental phase on the \$21 Million in federal CMAQ grant to perform transportation projects that meet air quality improvement standards throughout the Shelby County metropolitan area and began design phase.
- Over 350 delinquent tax parcels have been disposed of and or sold with a value totaling approximately \$2M.
- Completed ROW acquisition and final design phase to construct a new bridge over their railway for the improvement of Fite Road.
- Completed the design for the Raleigh Millington Road Bridge and will receive bids and award this year.

FY14 BUDGET HIGHLIGHTS:

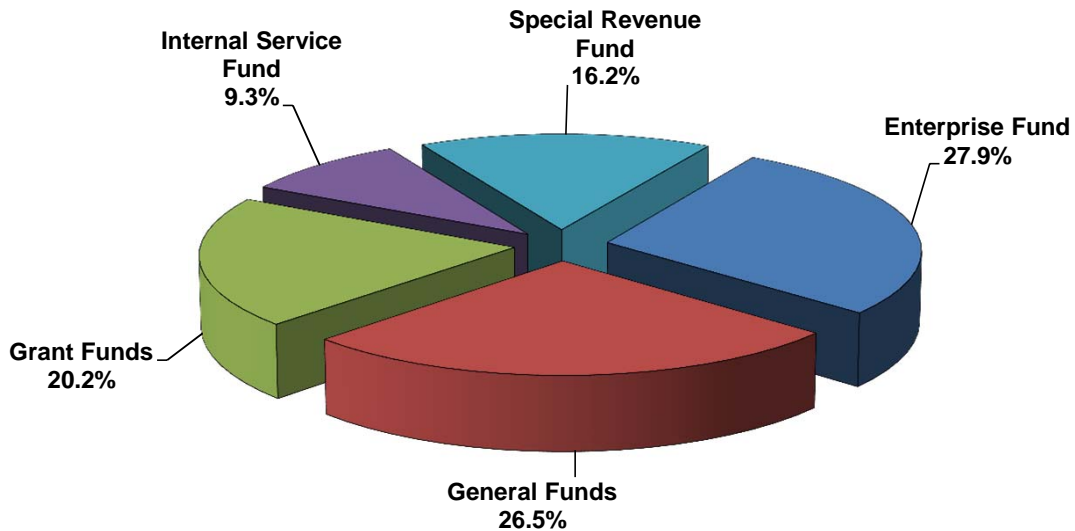
- The county vehicle fleet continues to age due to budget constraints on purchasing replacement stock; this has driven maintenance and repair costs up. This trend has been slightly offset by a reduction in the fleet population resulting from organizational downsizing. A FY14 CIP project has been included for planned fleet replacement to address this issue. Fleet Services has also been restructured to reduce the cost of operations, resulting in the elimination of five positions.
- A new department of Environmental Programs has been established to collectively address shared issues – this new department consolidates the prior departments of Sewer Maintenance, Landfill Post Closure, DUI Litter Program and Soil Conservation.
- Shelby Farms Conservancy will be reported as an Affiliated Organization within Parks & Grounds Maintenance in FY14. Currently it is reported as a separate department within Public Works.
- To improve efficiencies in County building maintenance and support, the Support Services department has consolidated all dedicated building support departments into two departments – Downtown Buildings and East Buildings.

**Division Totals by Fund Type
Public Works**

All Funds

| FUND NAME | FY14 REVENUE | FY14* EXPENDITURES | FY14 TRANSFERS | FY14 NET OPERATIONS | % of Total |
|-------------------------------------|---------------------|---------------------------|-----------------------|----------------------------|-------------------|
| GENERAL FUND | | | | | |
| 006 - Orgill Golf Course | (39,000) | 39,000 | - | - | 0.1% |
| 014 - Landfill Post Closure | - | 110,234 | - | 110,234 | 0.2% |
| 010 - General Fund | (2,548,103) | 19,188,349 | 14,830 | 16,655,076 | 26.3% |
| TOTAL GENERAL FUND | (2,587,103) | 19,337,583 | 14,830 | 16,765,310 | 26.5% |
| SPECIAL REVENUE FUNDS: | | | | | |
| 071 - Roads & Bridges | (11,115,587) | 11,152,596 | (37,009) | - | 15.3% |
| 093 - Stormwater Fee | (720,000) | 704,187 | 15,813 | - | 1.0% |
| TOTAL SPECIAL REVENUE FUNDS | (11,835,587) | 11,856,783 | (21,196) | - | 16.2% |
| ENTERPRISE FUND: | | | | | |
| 954 - Fire Services Fund | (20,358,882) | 20,358,882 | - | - | 27.9% |
| INTERNAL SERVICE FUND | | | | | |
| 960 - Fleet Services | (3,917,481) | 3,917,481 | - | - | 5.4% |
| 961 - Mail & Print Services | (2,842,576) | 2,842,576 | - | - | 3.9% |
| TOTAL INTERNAL SERVICE FUNDS | (6,760,057) | 6,760,057 | - | - | 9.3% |
| GRANT FUNDS | (14,170,543) | 14,751,186 | (580,643) | - | 20.2% |
| TOTAL DIVISION - ALL FUNDS | (55,712,172) | 73,064,491 | (587,009) | 16,765,310 | 100.0% |

FY14 Expenditures by Fund



Funding for the operations of Public Works is highly diversified, with revenue sources representing all fund types.

**Prime Accounts
Public Works**

All Funds

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 41 - Other Local Taxes | | (86,427) | (117,779) | (120,958) | (273,000) | (273,000) |
| 43 - Intergovernmental Revenues-State of T | | (11,773,082) | (14,281,766) | (13,080,242) | (38,670,999) | (22,999,777) |
| 44 - Intergovernmental Revenues-Federal & | | (4,918,814) | (3,865,676) | (3,065,940) | (6,650,133) | (3,904,199) |
| 45 - Charges for Services | | (6,016,669) | (6,705,240) | (6,917,965) | (8,166,240) | (8,041,113) |
| 46 - Fines, Fees & Permits | | (18,579,721) | (18,935,783) | (19,023,036) | (19,191,495) | (19,595,083) |
| 47 - Other Revenue | | (4,883,129) | (111,150) | (318,279) | (1,213,669) | (868,000) |
| 48 - Investment Income | | (69,269) | (44,190) | (34,406) | (162,000) | (31,000) |
| Revenue | | (46,327,111) | (44,061,582) | (42,560,827) | (74,327,536) | (55,712,172) |
| 51 - Salaries-Regular Pay | | 20,647,232 | 19,828,529 | 20,472,812 | 21,990,473 | 21,571,489 |
| 52 - Salaries-Other Compensation | | 1,615,033 | 2,405,056 | 2,048,207 | 2,289,341 | 1,584,003 |
| 55 - Fringe Benefits | | 6,844,258 | 6,741,570 | 7,687,070 | 8,912,394 | 9,206,830 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (1,041,809) | (1,011,809) |
| Salaries & Fringe Benefits | | 29,106,523 | 28,975,155 | 30,208,089 | 32,150,399 | 31,350,512 |
| 60 - Supplies & Materials | | 4,658,767 | 5,366,298 | 5,825,844 | 5,832,455 | 6,413,293 |
| 64 - Services & Other Expenses | | 1,835,024 | 1,681,300 | 1,596,509 | 1,783,963 | 1,830,906 |
| 66 - Professional & Contracted Services | | 5,243,310 | 5,016,196 | 5,599,076 | 11,627,545 | 6,763,489 |
| 67 - Rent, Utilities & Maintenance | | 6,518,890 | 7,174,965 | 7,393,028 | 7,458,741 | 7,399,022 |
| 68 - Interfund Services | | 3,529,814 | 3,675,524 | 3,481,405 | 4,333,574 | 4,427,831 |
| 70 - Capital Asset Acquisitions | | 9,345,266 | 8,908,112 | 5,217,714 | 33,361,803 | 15,635,445 |
| 79 - Depreciation Expense | | (24,841) | (312,653) | (1,151,306) | 0 | 0 |
| Operating & Maintenance | | 31,106,231 | 31,509,742 | 27,962,270 | 64,398,081 | 42,469,986 |
| 80 - Debt Service Expenditure | | 38,854 | 31,930 | 24,675 | 183,386 | 183,384 |
| Debt Services | | 38,854 | 31,930 | 24,675 | 183,386 | 183,384 |
| 89 - Affiliated Organizations | | 1,419,655 | 1,392,810 | 575,848 | 575,848 | 575,848 |
| Affiliated Organizations | | 1,419,655 | 1,392,810 | 575,848 | 575,848 | 575,848 |
| 95 - Contingencies & Restrictions | | 0 | 0 | 0 | (27,523) | 0 |
| Contingencies & Restrictions | | 0 | 0 | 0 | (27,523) | 0 |
| 94 - Other Sources & Uses | | 15,696 | (271,283) | (519,258) | (445,320) | (410,320) |
| Other Financing Sources | | 15,696 | (271,283) | (519,258) | (445,320) | (410,320) |
| Expenditures | | 61,686,958 | 61,638,355 | 58,251,623 | 96,834,871 | 74,169,411 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (4,237,852) | (1,104,920) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (4,237,852) | (1,104,920) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (4,237,852) | (1,104,920) |
| 96 - Operating Transfers In | | (301,711) | (1,657,887) | (658,755) | (2,494,439) | (687,992) |
| Operating Transfers In | | (301,711) | (1,657,887) | (658,755) | (2,494,439) | (687,992) |
| 98 - Operating Transfers Out | | 788,663 | 759,865 | 309,097 | 856,234 | 100,983 |
| Operating Transfers Out | | 788,663 | 759,865 | 309,097 | 856,234 | 100,983 |
| Net Transfers | | 486,952 | (898,022) | (349,658) | (1,638,205) | (587,009) |
| Public Works Total | | 15,846,799 | 16,678,751 | 15,341,138 | 16,631,278 | 16,765,309 |

**Net Expenditures By Department
Public Works Division**

All Funds

| Fund | Dept | Dept Description | | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|------------------------------------|------|------------------------------|----|-------------------|-------------------|--------------------|-------------------|-------------------|
| GENERAL FUND | | | | | | | | |
| 010 | 3001 | Director & Staff | | 505,654 | 538,356 | 776,259 | 709,156 | 499,011 |
| 010 | 3004 | Environmental Programs | 1) | 169,640 | 93,224 | 232,965 | 195,054 | 213,824 |
| 010 | 3014 | Agricultural Extension | 2) | 263,512 | 257,534 | 237,988 | - | - |
| 010 | 3016 | Parks & Grounds Maint | 3) | 802,968 | 777,764 | 1,103,860 | 1,459,524 | 1,547,724 |
| 010 | 3017 | Port Commission | | (147,911) | - | - | - | - |
| 010 | 3073 | Support Services | 4) | 13,164,255 | 13,290,094 | 13,985,161 | 14,267,543 | 14,504,750 |
| GENERAL FUND TOTAL | | | | 14,758,119 | 14,956,972 | 16,336,233 | 16,631,278 | 16,765,310 |
| SPECIAL REVENUE FUND | | | | | | | | |
| 071 | 3010 | R&B Bridges & Signs | | 631,178 | (183,082) | (1,423,494) | - | - |
| 071 | 3019 | R&B Fleet Services - History | 5) | 629,638 | 488,266 | 371,712 | - | - |
| 071 | 3021 | R&B Waste Management | | - | - | 239 | - | - |
| 093 | 3004 | Stormwater Fees Fund | | (455,440) | (411,556) | (95,481) | - | - |
| SPECIAL REVENUE FUND TOTAL | | | | 805,376 | (106,372) | (1,147,023) | - | - |
| ENTERPRISE FUNDS | | | | | | | | |
| 954 | 3008 | Fire Services | | (118,566) | 277,026 | 78,635 | - | - |
| ENTERPRISE FUNDS TOTAL | | | | (118,566) | 277,026 | 78,635 | - | - |
| INTERNAL SERVICE FUND | | | | | | | | |
| 960 | 3019 | Fleet Services | | - | - | - | 1 | - |
| 961 | 3073 | Mail & Print Services | | - | - | - | - | - |
| INTERNAL SERVICE FUND TOTAL | | | | - | - | - | 1 | - |
| GRANT FUNDS TOTAL | | | | 401,871 | 1,551,125 | 73,292 | - | - |
| PUBLIC WORKS TOTAL | | | | 15,846,799 | 16,678,751 | 15,341,138 | 16,631,278 | 16,765,310 |

1) Soil Conservation (3011), DUI Litter Program (3015), Landfill Post Closure (3009), Sewer Maint. (3002) consolidated

2) Agricultural Extension moved to Affiliated Organizations in Central Operations in FY13

3) Shelby Farms Conservancy (3013) moved to Parks & Grounds

4) Section 400304 Maintenance Services moved to Public Works in FY2.

4) Section 400408 Cemetery moved to Public Works in FY12.

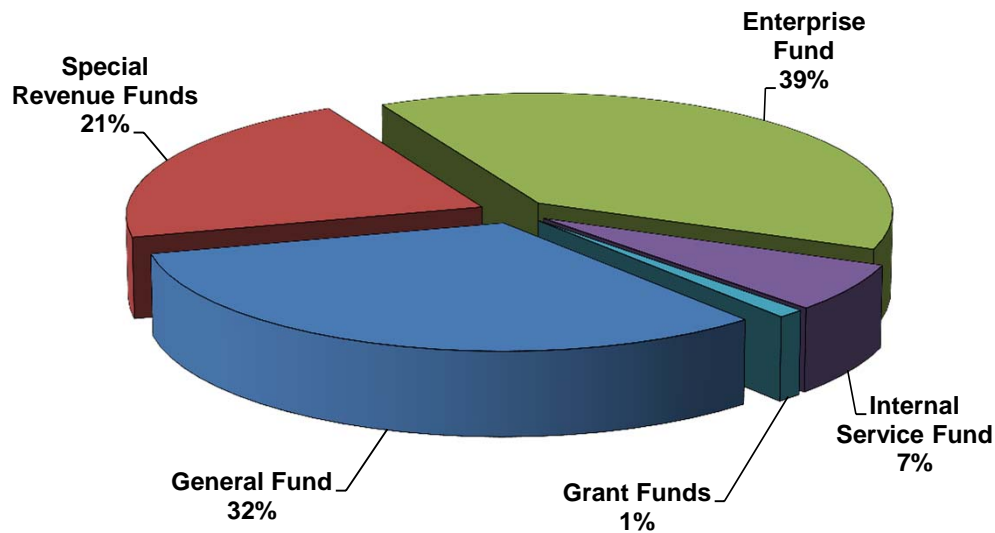
5) Service Station (Fleet Services) moved to Internal Service Fund designation in FY13

Public Works

All Funds

| Fund | Dept | Dept Description | FY10 Budget | FY11 Budget | FY12 Budget | FY13 Budget | FY14 Adopted | FY13-14 Change |
|--|------|---------------------------------|--------------|--------------|--------------|--------------|--------------|----------------|
| GENERAL FUND | | | | | | | | |
| 010 | 3001 | Director & Staff - Public Works | 2.0 | 2.0 | 2.0 | 2.0 | 2.0 | - |
| 010 | 3004 | Environmental Programs | 12.0 | 10.0 | 3.0 | 3.0 | 3.0 | - |
| 010 | 3014 | Agricultural Extension | 10.0 | 7.0 | 7.0 | - | - | - |
| 010 | 3016 | Parks & Grounds Maintenance | 2.0 | 5.0 | 5.0 | 10.0 | 10.0 | - |
| 010 | 3073 | Support Services | 119.0 | 133.0 | 129.0 | 124.0 | 124.0 | - |
| TOTAL POSITIONS - GENERAL FUND | | | 145.0 | 157.0 | 146.0 | 139.0 | 139.0 | - |
| SPECIAL REVENUE FUNDS | | | | | | | | |
| 071 | 3010 | R&B Bridges & Signs | 111.0 | 85.0 | 90.0 | 89.0 | 89.0 | - |
| 071 | 3019 | R&B Fleet Services | - | 20.0 | 20.0 | - | - | - |
| 071 | 3021 | R&B Waste Management | - | - | 2.0 | 2.0 | 2.0 | - |
| 072 | 3010 | R&B Roadside Operations | 3.0 | 3.0 | - | - | - | - |
| 093 | 3004 | Stormwater Fees Fund | - | 2.0 | 2.0 | 2.0 | 2.0 | - |
| TOTAL POSITIONS - SPECIAL REVENUE | | | 114.0 | 110.0 | 114.0 | 93.0 | 93.0 | - |
| ENTERPRISE FUND | | | | | | | | |
| 954 | 3008 | Fire Services | 169.0 | 169.0 | 169.0 | 169.0 | 169.0 | - |
| TOTAL POSITIONS - ENTERPRISE FUND | | | 169.0 | 169.0 | 169.0 | 169.0 | 169.0 | - |
| INTERNAL SERVICE FUND | | | | | | | | |
| 960 | 3019 | Fleet Services | - | - | - | 20.0 | 15.0 | (5.0) |
| 961 | 3073 | Mail & Print Services | 18.0 | 18.0 | 18.0 | 18.0 | 13.0 | (5.0) |
| TOTAL POSITIONS - INTERNAL SERVICES | | | 18.0 | 18.0 | 18.0 | 38.0 | 28.0 | (10.0) |
| GRANT FUNDS | | | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | - |
| TOTAL POSITIONS - ALL FUNDS | | | 451.0 | 459.0 | 452.0 | 444.0 | 434.0 | (10.0) |

FTE Positions by Fund



DIVISION OF PUBLIC WORKS



GENERAL FUND

**Prime Accounts
Public Works**

General Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|---|--------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 44 - Intergovernmental Revenues-Federal & | | (3,036,297) | (2,110,447) | (1,401,021) | (1,300,000) | (1,400,000) |
| 45 - Charges for Services | | (801,047) | (637,232) | (586,551) | (682,904) | (605,103) |
| 46 - Fines, Fees & Permits | | (210,884) | (257,270) | (464,697) | (471,800) | (472,000) |
| 47 - Other Revenue | | (103,826) | (108,177) | (112,762) | (107,000) | (110,000) |
| 48 - Investment Income | | (429) | (273) | (281) | 0 | 0 |
| Revenue | | (4,152,482) | (3,113,399) | (2,565,312) | (2,561,704) | (2,587,103) |
| 51 - Salaries-Regular Pay | | 6,662,193 | 5,947,218 | 6,565,350 | 6,874,839 | 6,874,293 |
| 52 - Salaries-Other Compensation | | 71,685 | 79,912 | 156,727 | 67,595 | 67,595 |
| 55 - Fringe Benefits | | 1,933,637 | 1,780,471 | 2,248,310 | 2,582,498 | 2,722,633 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (512,160) | (512,160) |
| Salaries & Fringe Benefits | | 8,667,515 | 7,807,601 | 8,970,387 | 9,012,772 | 9,152,362 |
| 60 - Supplies & Materials | | 862,230 | 800,205 | 855,918 | 1,054,339 | 958,655 |
| 64 - Services & Other Expenses | | 123,565 | 89,964 | 96,395 | 145,142 | 160,865 |
| 66 - Professional & Contracted Services | | 433,439 | 179,296 | 155,572 | 441,928 | 522,090 |
| 67 - Rent, Utilities & Maintenance | | 5,849,016 | 6,389,742 | 6,575,304 | 6,359,772 | 6,420,613 |
| 68 - Interfund Services | | 724,230 | 1,331,489 | 1,959,914 | 1,504,342 | 1,563,191 |
| 70 - Capital Asset Acquisitions | | 219,526 | 83,970 | 184,191 | 359,206 | 283,959 |
| Operating & Maintenance | | 8,212,006 | 8,874,666 | 9,827,293 | 9,864,729 | 9,909,373 |
| 89 - Affiliated Organizations | | 1,419,655 | 1,392,810 | 575,848 | 575,848 | 575,848 |
| Affiliated Organizations | | 1,419,655 | 1,392,810 | 575,848 | 575,848 | 575,848 |
| 94 - Other Sources & Uses | | (90,673) | (247,127) | (532,967) | (300,000) | (300,000) |
| Other Financing Sources | | (90,673) | (247,127) | (532,967) | (300,000) | (300,000) |
| Expenditures | | 18,208,502 | 17,827,950 | 18,840,561 | 19,153,349 | 19,337,583 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (63,127) | 0 |
| Planned Fund Balance Change | | 0 | 0 | 0 | (63,127) | 0 |
| Planned Fund Balance Change | | 0 | 0 | 0 | (63,127) | 0 |
| 96 - Operating Transfers In | | (35,170) | (35,170) | (35,170) | (35,170) | (35,170) |
| Operating Transfers In | | (35,170) | (35,170) | (35,170) | (35,170) | (35,170) |
| 98 - Operating Transfers Out | | 737,269 | 277,591 | 96,154 | 137,930 | 50,000 |
| Operating Transfers Out | | 737,269 | 277,591 | 96,154 | 137,930 | 50,000 |
| Net Transfers | | 702,099 | 242,421 | 60,984 | 102,760 | 14,830 |
| Public Works Total | | 14,758,119 | 14,956,972 | 16,336,233 | 16,631,278 | 16,765,310 |

**Prime Accounts
3001 Director & Staff- Public Works**

General Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|-------------|---|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 51 - | Salaries-Regular Pay | 125,666 | 171,776 | 196,500 | 198,465 | 198,465 |
| 52 - | Salaries-Other Compensation | 0 | 0 | 1,300 | 0 | 0 |
| 55 - | Fringe Benefits | 33,556 | 45,938 | 66,578 | 73,721 | 78,665 |
| 56 - | Salary Restriction | 0 | 0 | 0 | 0 | (209,346) |
| | Salaries & Fringe Benefits | 159,222 | 217,714 | 264,378 | 272,186 | 67,784 |
| 60 - | Supplies & Materials | 1,317 | 6,527 | 1,076 | 1,713 | 2,350 |
| 64 - | Services & Other Expenses | 1,039 | 1,064 | 4,747 | 3,000 | 2,500 |
| 66 - | Professional & Contracted Services | 22,696 | 16,735 | 29,111 | 12,820 | 30,000 |
| 67 - | Rent, Utilities & Maintenance | 142 | 0 | 7,052 | 27,637 | 3,910 |
| 68 - | Interfund Services | 161,321 | 39,000 | 297,742 | 312,767 | 339,147 |
| 70 - | Capital Asset Acquisitions | 0 | 14,895 | 111,847 | 0 | 38,490 |
| | Operating & Maintenance | 186,515 | 78,220 | 451,575 | 357,937 | 416,397 |
| | Expenditures | 345,737 | 295,934 | 715,954 | 630,123 | 484,181 |
| 99 - | Planned Use of Fund Balances | 0 | 0 | 0 | (23,727) | 0 |
| | Planned Fund Balance Change | 0 | 0 | 0 | (23,727) | 0 |
| | Planned Fund Balance Change | 0 | 0 | 0 | (23,727) | 0 |
| 96 - | Operating Transfers In | (35,170) | (35,170) | (35,170) | (35,170) | (35,170) |
| | Operating Transfers In | (35,170) | (35,170) | (35,170) | (35,170) | (35,170) |
| 98 - | Operating Transfers Out | 195,087 | 277,591 | 95,475 | 137,930 | 50,000 |
| | Operating Transfers Out | 195,087 | 277,591 | 95,475 | 137,930 | 50,000 |
| | Net Transfers | 159,917 | 242,421 | 60,305 | 102,760 | 14,830 |
| | Director & Staff- Public Works Total | 505,654 | 538,356 | 776,259 | 709,156 | 499,011 |

Department Name: Director & Staff - Public Works

Department Number: 3001

Department Mission:

The Director of Public Works provides fiscal, strategic and operational direction for all departments within the Public Works Division. The director also serves as the Shelby County Engineer.

Description of Activities:

- 1) Oversee preparation, submission and tracking of department's resolutions, through Commission approval during the fiscal year using SIRE software system
- 2) Review departmental LOSB reports quarterly, for adherence to Shelby County participation requirements and goals
- 3) Conduct staff meetings with Department Heads on a regular basis for operations, budget and project management
- 4) Approve Flood and Engineering plans

Sections included in this Department:

300101 Director

**Prime Accounts
3004 Environmental Programs**

General Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|---|-------------------------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 45 - Charges for Services | | (6,300) | 0 | 0 | 0 | 0 |
| 46 - Fines, Fees & Permits | | (166,275) | (180,769) | (316,592) | (402,800) | (403,000) |
| 47 - Other Revenue | | 2,149 | 0 | 0 | 0 | 0 |
| | Revenue | (170,425) | (180,769) | (316,592) | (402,800) | (403,000) |
| 51 - Salaries-Regular Pay | | 616,674 | 40,982 | 158,109 | 196,025 | 196,025 |
| 52 - Salaries-Other Compensation | | 23,359 | 136 | 2,059 | 70 | 70 |
| 55 - Fringe Benefits | | 170,522 | 17,068 | 52,752 | 60,083 | 62,914 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (25,000) | 0 |
| | Salaries & Fringe Benefits | 810,556 | 58,186 | 212,920 | 231,178 | 259,008 |
| 60 - Supplies & Materials | | 8,918 | 1,292 | 1,762 | 14,118 | 14,468 |
| 64 - Services & Other Expenses | | 25,993 | 3,217 | 5,723 | 8,644 | 5,134 |
| 66 - Professional & Contracted Services | | 137,775 | 1,050 | 20,760 | 23,600 | 21,900 |
| 67 - Rent, Utilities & Maintenance | | 170,445 | 208,404 | 223,032 | 258,503 | 248,693 |
| 68 - Interfund Services | | (813,621) | 1,844 | 84,682 | 61,811 | 67,621 |
| | Operating & Maintenance | (470,491) | 215,807 | 335,959 | 366,676 | 357,816 |
| | Expenditures | 340,065 | 273,993 | 548,879 | 597,854 | 616,824 |
| 98 - Operating Transfers Out | | 0 | 0 | 679 | 0 | 0 |
| | Operating Transfers Out | 0 | 0 | 679 | 0 | 0 |
| | Net Transfers | 0 | 0 | 679 | 0 | 0 |
| | Environmental Programs Total | 169,640 | 93,224 | 232,965 | 195,054 | 213,824 |

Department Name: Environmental Programs

Department Number: 3004

Department Mission:

The mission of the Environmental Programs department is to protect the health, safety and general welfare of citizens by providing sanitary sewer services to subdivisions and schools within Shelby County, promoting soil conservation to County landowners, promoting a clean litter-free environment through the management of the DUI Litter Program, and monitoring County landfills and groundwater to ensure a clean water environment.

Sections included in this Department: (4)

- 300402 Landfill Post Closure:** Provide proper drainage and vegetation control for the estimated 300 acres of landfill cap area to protect the groundwater.
- 300403 Soil Conservation:** Provide for the conservation of soil and water resources; to control and prevent soil erosion, flooding and sediment damage; to improve water quality and to preserve wildlife.
- 300404 DUI Litter Program:** Provide compliance with the Tennessee legislature mandating that first-time DUI offenders perform a total of 24 hours of litter removal on state and state-aid routes.
- 300406 Sewer Maintenance:** Provide 24-hour sanitary sewer services to approximately 950 sewer customers in Shelby County; to respond to emergency sewer calls within two hours; to maintain compliance with regulations of the National Pollutant Discharge Elimination System Permit; and to identify sewer system needs for the future and plan for and execute these capital improvements.

Revenue Sources:

Sanitary Sewer User Fee. Cloverhaven/East Acres (Millington area), the monthly fee is \$8.25 for the 1st 2,000 gallons and \$4.25 for each additional 1,000 gallons of water usage. In the Lucy Area of Shelby County, a residential rate of \$5.00 per month is charged for maintenance of the collection system. The final sewer system is a decentralized sewer system that provides on-site treatment for 25 homes located in the Bolton Estates Subdivision. The fee is a flat rate of \$35.25 per residence per month.

DUI Program Fees - As set forth in the statute, currently set at \$38.00 per day for the offender. Defendant Fee Costs are collected through the Sheriff's Office and transferred to Roads and Bridges.

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|--|--------------------|--------------------|-----------------------|-----------------------|
| Complaints Resolved within 24 hours | 82 | 94 | 90 | 90 |
| Miles of roadsides picked-up | | 904 | 350 | 900 |
| Tons of litter collected | | 90 | 60 | 90 |
| Groundwater testing cycles to monitor leachate for protection of the aquifer | | 4 | 4 | 4 |

**Prime Accounts
3016 Parks & Grounds Maintenance**

General Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|---|--|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 45 - Charges for Services | | (486,576) | (470,913) | (457,392) | (539,000) | (517,500) |
| 46 - Fines, Fees & Permits | | (33,673) | (31,971) | (31,466) | (39,000) | (39,000) |
| 47 - Other Revenue | | (100,229) | (106,574) | (112,264) | (107,000) | (110,000) |
| 48 - Investment Income | | (429) | (273) | (281) | 0 | 0 |
| | Revenue | (620,907) | (609,731) | (601,404) | (685,000) | (666,500) |
| 51 - Salaries-Regular Pay | | 316,444 | 315,226 | 634,447 | 661,462 | 661,462 |
| 52 - Salaries-Other Compensation | | 2,832 | 0 | 16,929 | 1,138 | 1,138 |
| 55 - Fringe Benefits | | 53,592 | 58,530 | 168,107 | 186,341 | 205,550 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (139,346) | 0 |
| | Salaries & Fringe Benefits | 372,867 | 373,756 | 819,484 | 709,595 | 868,150 |
| 60 - Supplies & Materials | | 30,184 | 42,740 | 43,542 | 95,604 | 80,004 |
| 64 - Services & Other Expenses | | 43,161 | 48,604 | 44,862 | 68,524 | 59,824 |
| 66 - Professional & Contracted Services | | 3,046 | 0 | 12,720 | 12,000 | 12,000 |
| 67 - Rent, Utilities & Maintenance | | 384,508 | 376,536 | 357,789 | 476,071 | 484,768 |
| 68 - Interfund Services | | 56,214 | 48,065 | 70,504 | 115,692 | 89,440 |
| 70 - Capital Asset Acquisitions | | 48,722 | 23,588 | 49,866 | 97,590 | 44,190 |
| | Operating & Maintenance | 565,833 | 539,532 | 579,283 | 865,481 | 770,226 |
| 89 - Affiliated Organizations | | 575,848 | 575,848 | 575,848 | 575,848 | 575,848 |
| | Affiliated Organizations | 575,848 | 575,848 | 575,848 | 575,848 | 575,848 |
| 94 - Other Sources & Uses | | (90,673) | (101,642) | (269,351) | 0 | 0 |
| | Other Financing Sources | (90,673) | (101,642) | (269,351) | 0 | 0 |
| | Expenditures | 1,423,875 | 1,387,495 | 1,705,264 | 2,150,924 | 2,214,224 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (6,400) | 0 |
| | Planned Fund Balance Change | 0 | 0 | 0 | (6,400) | 0 |
| | Planned Fund Balance Change | 0 | 0 | 0 | (6,400) | 0 |
| | Parks & Grounds Maintenance Total | 802,968 | 777,764 | 1,103,860 | 1,459,524 | 1,547,724 |

Department Name: Parks & Grounds Maintenance

Department Number: 3016

Department Mission:

The purpose of Parks & Grounds Maintenance is to acquire, develop and maintain public parks, playgrounds, recreation centers, and conservation areas for availability to the residents of Shelby County; to promote and preserve the health and general welfare of people within Shelby County by maintaining these public recreation areas, and to encourage the orderly development and conservation of natural resources.

Description of Activities:

To operate and maintain parks within Shelby County that provide quality recreational land, facilities, and programs for leisure activities and the promotion of public health while maintaining fiscal responsibility and available resources. The Conservation Board currently operates five (5) developed parks and manages approximately 2,000 acres in greenbelt and undeveloped park lands and coordinating greenbelt and property development. The Board's newest mission is to focus on development of a comprehensive master plan focusing on how all green belts will tie into all greenbelt properties which include all municipalities within Shelby County.

Sections included in this Department: (4)

- 301601 Parks & Grounds Maintenance:** Maintain the parks and recreational areas on property owned by Shelby County.
- 301602 Edmund Orgill Golf Course:** To make available to the citizens of Shelby County a quality golf facility at a reasonable cost offering amenities which promote and encourage play.
- 301603 Orgill Golf Course:** This section was created to account for the collection of a \$1.00/\$2.00 surcharge on all rounds of play at Orgill Golf Course. This surcharge is designated solely for major repairs, equipment purchases, and improvements.
- 301605 Cemetery:** The Cemetery at 8340 Ellis Rd. is used for burial services for infants and indigent Shelby County citizens. This service is provided only for unclaimed bodies from the Medical Examiner's office or for individuals who are residents of Shelby County at the time of death, do not have sufficient funds for burial services, and do not have relatives that can be located to take responsibility for a private burial.

Revenue Sources:

Revenues related to Mike Rose Soccer Complex - cellular tower, utilities reimbursements, retail sales and food concessions, stadium rental and use fees, ticket sales, and parking fees for stadium events. Also utilities reimbursements from athletic associations that use Bolton Park, Whitten Park, and others maintained by Parks & Grounds Maintenance.

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|--|------------------------|------------------------|---------------------------|---------------------------|
| Total acres controlled (owned) | 2,000 | 2,244 | 2,244 | 2,244 |
| Total estimated acres maintained (grass mowed) | 160 | 404 | 404 | 404 |
| Number of golf rounds played | 24,522 | 26,452 | 26,716 | 26,716 |
| Cemetery Burials-Indigent | | | 100 | 100 |
| Cemetery Burials-Infants | | | 240 | 240 |

**Prime Accounts
3073 Support Services**

General Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|---|------------------------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 44 - Intergovernmental Revenues-Federal & | | (1,502,397) | (1,293,485) | (1,398,521) | (1,300,000) | (1,400,000) |
| 45 - Charges for Services | | (308,171) | (166,319) | (129,159) | (143,904) | (87,603) |
| 46 - Fines, Fees & Permits | | (10,937) | (44,530) | (116,638) | (30,000) | (30,000) |
| 47 - Other Revenue | | (746) | (353) | (497) | 0 | 0 |
| | Revenue | (1,822,251) | (1,504,687) | (1,644,816) | (1,473,904) | (1,517,603) |
| 51 - Salaries-Regular Pay | | 5,438,568 | 5,263,711 | 5,444,792 | 5,818,887 | 5,818,342 |
| 52 - Salaries-Other Compensation | | 45,222 | 79,504 | 136,239 | 66,387 | 66,387 |
| 55 - Fringe Benefits | | 1,650,451 | 1,635,092 | 1,935,521 | 2,262,352 | 2,375,504 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (347,814) | (302,814) |
| | Salaries & Fringe Benefits | 7,134,241 | 6,978,307 | 7,516,552 | 7,799,812 | 7,957,419 |
| 60 - Supplies & Materials | | 821,812 | 749,646 | 809,538 | 942,904 | 861,833 |
| 64 - Services & Other Expenses | | 53,372 | 37,080 | 41,063 | 64,974 | 93,407 |
| 66 - Professional & Contracted Services | | 269,923 | 161,511 | 92,980 | 393,508 | 458,190 |
| 67 - Rent, Utilities & Maintenance | | 5,220,446 | 5,731,267 | 5,912,231 | 5,597,561 | 5,683,242 |
| 68 - Interfund Services | | 1,315,908 | 1,236,969 | 1,498,752 | 1,014,072 | 1,066,983 |
| 70 - Capital Asset Acquisitions | | 170,804 | 45,487 | 22,478 | 261,616 | 201,279 |
| | Operating & Maintenance | 7,852,265 | 7,961,959 | 8,377,041 | 8,274,635 | 8,364,934 |
| 94 - Other Sources & Uses | | 0 | (145,485) | (263,616) | (300,000) | (300,000) |
| | Other Financing Sources | 0 | (145,485) | (263,616) | (300,000) | (300,000) |
| | Expenditures | 14,986,506 | 14,794,781 | 15,629,977 | 15,774,447 | 16,022,353 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (33,000) | 0 |
| | Planned Fund Balance Change | 0 | 0 | 0 | (33,000) | 0 |
| | Planned Fund Balance Change | 0 | 0 | 0 | (33,000) | 0 |
| | Support Services Total | 13,164,255 | 13,290,094 | 13,985,161 | 14,267,543 | 14,504,750 |

Department Name: Support Services

Department Number: 3073

Department Mission:

Support Services is responsible for the maintenance and custodial services for approximately 120 county-owned or leased properties totaling approximately 3,000,000 square feet.

Description of Activities:

- Oversee implementation of programs including Utilities, Tire Recycling, Parking, In-House Construction, C.I.P., Building Maintenance, Janitorial and Landscaping.
- To maintain the facilities in good working order and repair by performing the following annually within the approved budget:
 - Preventive maintenance, as specified by manufacturers' recommended schedule.
 - Repairs on building components, as required. In-house construction and renovation work.
 - Provide Janitorial services to provide a clean and safe environment.
 - Provide contract administration for the building renovations.
- Maintain overgrown lots through contracted services.

Sections included in this Department: (6)

307301 General Services: Perform Human Resources, Budget, Financial, Purchasing, Payable, and Receivable duties for Department.

307310 Justice Center: Perform maintenance and repairs at 201 Poplar (427,574 sq ft).

307320 Contracted Lot Maintenance: Accounts for payments to contractors for clean-up, grass-cutting and weed control of overgrown lots. This section is handled by the Land Bank staff since many of the properties that require maintenance have become the responsibility of the County through tax sales.

307325 Land Bank: Provides for disposal of tax reverted County properties through sales, donations and other means, to the private, public and not-for-profit sectors.

307307 Downtown Buildings: Maintenance and repairs for the following buildings:

Administration Building: Vasco A. Smith, Jr. Administration Building at 160 N. Main (161,660 sq ft)

Health Services: Health Department Bldg at 814 Jefferson (135,000 sq ft); Vector Control Bldg and contracted building maintenance for the Forensics Center.

Courthouse: 140 Adams (200,000 sq ft)

Office Building: 157 Poplar (61,690 sq ft).

Archives: 150 Washington (65,000 sq ft)

307313 East Buildings: Maintenance and repairs at the following buildings:

Skill Center: The Skill Center is a mobile workforce stationed at 1075 Mullins Station Rd that is responsible for maintenance, repairs, renovations and in-house construction on approximately 1,440,000 square feet of various County owned and leased facilities.

Warehouse: 994 Bellevue (72,000 sq ft) used for the storage of supplies, furniture and equipment.

Peggy Edmiston Administration Building: 1075 Mullins Station (145,430 sq ft)

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|---|--------------------|--------------------|-----------------------|-----------------------|
| Properties Sold by Land Bank | 365 | 626 | 410 | 450 |
| Total Property Sales | \$1,440,300 | \$2,020,160 | \$1,600,000 | \$2,500,000 |
| Properties in Inventory | 3,274 | 3,912 | 3,300 | 4,200 |
| SDE work orders processed | 12,688 | 14,874 | 18,970 | 15,200 |

DIVISION OF PUBLIC WORKS



SPECIAL REVENUE FUNDS

Prime Accounts Public Works

Special Revenue Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 41 - Other Local Taxes | | (86,427) | (117,779) | (120,958) | (273,000) | (273,000) |
| 43 - Intergovernmental Revenues-State of T | | (9,633,898) | (9,899,480) | (9,206,425) | (10,120,000) | (10,120,000) |
| 44 - Intergovernmental Revenues-Federal & | | (3,079) | (43,544) | (36,456) | (225,000) | (125,000) |
| 45 - Charges for Services | | (2,451,765) | (2,863,285) | (3,569,839) | (471,745) | (519,067) |
| 46 - Fines, Fees & Permits | | (669,243) | (841,268) | (808,073) | (783,520) | (773,520) |
| 47 - Other Revenue | | 0 | 0 | (196,700) | (5,000) | 0 |
| 48 - Investment Income | | (44,184) | (28,067) | (24,658) | (150,000) | (25,000) |
| Revenue | | (12,888,596) | (13,793,423) | (13,963,111) | (12,028,265) | (11,835,587) |
| 51 - Salaries-Regular Pay | | 4,693,327 | 4,701,413 | 4,685,943 | 3,874,739 | 4,222,176 |
| 52 - Salaries-Other Compensation | | 82,757 | 74,438 | 142,020 | 530,901 | 75,272 |
| 55 - Fringe Benefits | | 1,492,735 | 1,512,874 | 1,729,241 | 1,561,012 | 1,787,763 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (93,067) | (93,067) |
| Salaries & Fringe Benefits | | 6,268,819 | 6,288,724 | 6,557,205 | 5,873,585 | 5,992,144 |
| 60 - Supplies & Materials | | 3,245,845 | 3,790,358 | 4,010,825 | 1,511,137 | 1,875,685 |
| 64 - Services & Other Expenses | | 111,799 | 132,251 | 147,718 | 165,024 | 171,024 |
| 66 - Professional & Contracted Services | | 125,374 | 166,259 | 191,450 | 803,121 | 365,167 |
| 67 - Rent, Utilities & Maintenance | | 158,178 | 245,993 | 170,011 | 276,017 | 209,185 |
| 68 - Interfund Services | | 1,544,664 | 1,212,304 | 604,114 | 1,894,429 | 1,689,260 |
| 70 - Capital Asset Acquisitions | | 2,403,959 | 1,780,323 | 1,273,882 | 4,057,674 | 2,719,916 |
| Operating & Maintenance | | 7,589,818 | 7,327,488 | 6,398,000 | 8,707,402 | 7,030,237 |
| 94 - Other Sources & Uses | | (5,800) | (17,598) | (16,971) | (20,000) | (20,000) |
| Other Financing Sources | | (5,800) | (17,598) | (16,971) | (20,000) | (20,000) |
| Expenditures | | 13,852,836 | 13,598,614 | 12,938,234 | 14,560,987 | 13,002,381 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (2,676,723) | (1,145,598) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (2,676,723) | (1,145,598) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (2,676,723) | (1,145,598) |
| 96 - Operating Transfers In | | (158,865) | (328,186) | (154,622) | (308,341) | (37,009) |
| Operating Transfers In | | (158,865) | (328,186) | (154,622) | (308,341) | (37,009) |
| 98 - Operating Transfers Out | | 0 | 416,624 | 32,476 | 452,341 | 15,813 |
| Operating Transfers Out | | 0 | 416,624 | 32,476 | 452,341 | 15,813 |
| Net Transfers | | (158,865) | 88,438 | (122,146) | 144,000 | (21,196) |
| Public Works Total | | 805,376 | (106,372) | (1,147,023) | (1) | 0 |

**Prime Accounts
Public Works**

071 - Roads & Bridges

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|--------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 41 - Other Local Taxes | | (86,427) | (117,779) | (120,958) | (273,000) | (273,000) |
| 43 - Intergovernmental Revenues-State of T | | (9,633,898) | (9,899,480) | (9,206,425) | (10,120,000) | (10,120,000) |
| 44 - Intergovernmental Revenues-Federal & | | (3,079) | (43,544) | (26,083) | (125,000) | (125,000) |
| 45 - Charges for Services | | (2,451,765) | (2,863,285) | (3,569,839) | (471,745) | (519,067) |
| 46 - Fines, Fees & Permits | | 0 | 0 | (30,996) | (53,520) | (53,520) |
| 47 - Other Revenue | | 0 | 0 | (196,700) | 0 | 0 |
| 48 - Investment Income | | (43,415) | (24,898) | (20,456) | (150,000) | (25,000) |
| Revenue | | (12,218,584) | (12,948,986) | (13,171,459) | (11,193,265) | (11,115,587) |
| 51 - Salaries-Regular Pay | | 4,466,058 | 4,443,557 | 4,555,364 | 3,741,555 | 4,088,991 |
| 52 - Salaries-Other Compensation | | 79,730 | 72,447 | 140,696 | 530,901 | 75,272 |
| 55 - Fringe Benefits | | 1,422,905 | 1,437,237 | 1,688,564 | 1,515,204 | 1,739,225 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (93,067) | (93,067) |
| Salaries & Fringe Benefits | | 5,968,693 | 5,953,241 | 6,384,625 | 5,694,594 | 5,810,421 |
| 60 - Supplies & Materials | | 3,244,757 | 3,778,467 | 4,001,882 | 1,484,357 | 1,848,905 |
| 64 - Services & Other Expenses | | 102,080 | 119,284 | 135,260 | 141,089 | 149,089 |
| 66 - Professional & Contracted Services | | 116,529 | 64,025 | 29,254 | 174,400 | 186,716 |
| 67 - Rent, Utilities & Maintenance | | 158,178 | 197,534 | 168,377 | 267,217 | 200,385 |
| 68 - Interfund Services | | 1,504,505 | 1,153,608 | 396,755 | 1,760,229 | 1,555,060 |
| 70 - Capital Asset Acquisitions | | 2,390,459 | 1,690,655 | 1,140,869 | 3,676,592 | 2,300,981 |
| Operating & Maintenance | | 7,516,507 | 7,003,573 | 5,872,396 | 7,503,884 | 6,241,136 |
| 94 - Other Sources & Uses | | (5,800) | (17,598) | (14,958) | (20,000) | (20,000) |
| Other Financing Sources | | (5,800) | (17,598) | (14,958) | (20,000) | (20,000) |
| Expenditures | | 13,479,400 | 12,939,216 | 12,242,063 | 13,178,478 | 12,031,557 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (2,313,400) | (878,961) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (2,313,400) | (878,961) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (2,313,400) | (878,961) |
| 96 - Operating Transfers In | | 0 | (100,943) | (154,622) | (108,341) | (37,009) |
| Operating Transfers In | | 0 | (100,943) | (154,622) | (108,341) | (37,009) |
| 98 - Operating Transfers Out | | 0 | 415,898 | 32,476 | 436,528 | 0 |
| Operating Transfers Out | | 0 | 415,898 | 32,476 | 436,528 | 0 |
| Net Transfers | | 0 | 314,954 | (122,146) | 328,187 | (37,009) |
| Public Works Total | | 1,260,816 | 305,184 | (1,051,542) | 0 | 0 |

**Prime Accounts
3010 Roads & Bridges**

071 - Roads & Bridges

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|--------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 41 - Other Local Taxes | | (86,427) | (117,779) | (120,958) | (273,000) | (273,000) |
| 43 - Intergovernmental Revenues-State of T | | (9,633,898) | (9,899,480) | (9,206,425) | (10,120,000) | (10,120,000) |
| 44 - Intergovernmental Revenues-Federal & | | (3,079) | (43,544) | (26,083) | (125,000) | (125,000) |
| 45 - Charges for Services | | (212,492) | (97,107) | (490,033) | (297,298) | (344,620) |
| 46 - Fines, Fees & Permits | | 0 | 0 | (15,796) | (30,000) | (30,000) |
| 47 - Other Revenue | | 0 | 0 | (196,700) | 0 | 0 |
| 48 - Investment Income | | (43,415) | (24,898) | (20,456) | (150,000) | (25,000) |
| Revenue | | (9,979,311) | (10,182,809) | (10,076,453) | (10,995,298) | (10,917,620) |
| 51 - Salaries-Regular Pay | | 3,601,376 | 3,596,313 | 3,642,606 | 3,669,391 | 4,016,827 |
| 52 - Salaries-Other Compensation | | 77,041 | 57,828 | 115,064 | 526,191 | 70,562 |
| 55 - Fringe Benefits | | 1,126,340 | 1,139,448 | 1,326,548 | 1,479,216 | 1,701,546 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (93,067) | (93,067) |
| Salaries & Fringe Benefits | | 4,804,757 | 4,793,589 | 5,084,218 | 5,581,732 | 5,695,868 |
| 60 - Supplies & Materials | | 760,174 | 682,112 | 901,432 | 1,474,357 | 1,830,596 |
| 64 - Services & Other Expenses | | 92,874 | 106,713 | 116,482 | 135,450 | 143,450 |
| 66 - Professional & Contracted Services | | 105,753 | 41,003 | 22,137 | 151,384 | 163,700 |
| 67 - Rent, Utilities & Maintenance | | 98,469 | 143,687 | 84,584 | 267,017 | 200,185 |
| 68 - Interfund Services | | 2,363,803 | 2,244,611 | 1,450,513 | 1,713,979 | 1,518,810 |
| 70 - Capital Asset Acquisitions | | 2,390,459 | 1,690,655 | 1,130,699 | 3,676,592 | 2,300,981 |
| Operating & Maintenance | | 5,811,532 | 4,908,782 | 3,705,846 | 7,418,779 | 6,157,722 |
| 94 - Other Sources & Uses | | (5,800) | (17,598) | (14,958) | (20,000) | (20,000) |
| Other Financing Sources | | (5,800) | (17,598) | (14,958) | (20,000) | (20,000) |
| Expenditures | | 10,610,489 | 9,684,772 | 8,775,105 | 12,980,511 | 11,833,590 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (2,313,400) | (878,961) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (2,313,400) | (878,961) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (2,313,400) | (878,961) |
| 96 - Operating Transfers In | | 0 | (100,943) | (154,622) | (108,341) | (37,009) |
| Operating Transfers In | | 0 | (100,943) | (154,622) | (108,341) | (37,009) |
| 98 - Operating Transfers Out | | 0 | 415,898 | 32,476 | 436,528 | 0 |
| Operating Transfers Out | | 0 | 415,898 | 32,476 | 436,528 | 0 |
| Net Transfers | | 0 | 314,954 | (122,146) | 328,187 | (37,009) |
| Roads & Bridges Total | | 631,178 | (183,082) | (1,423,494) | 0 | 0 |

Department Name: Roads & Bridges

Department Number: 3010

Department Mission:

The Roads and Bridges Department is responsible for identifying and overseeing the public infrastructure needs for the County and responding to those needs with an approach that is environmentally sound. The Department initiates and manages the design of system improvements necessary as maintenance issues arise and growth patterns emerge. Staff is responsible for preparation of design contracts for roads, bridges and buildings and oversight of consultants; for review of all CIP and development construction plans and for technical adequacy, traffic control and permits; for oversight of construction contracts to verify quality of work and proper payment to contractors; administration of program requirements for the EPA NPDES, Phase II; monitoring of Walnut Grove methane gas elimination system; coordination for FEMA insurance rate maps and flood plain program; maintenance and preparation of dams and levees for periodic inspection by state.

Description of Activities - Sections included in this Department: (4)

- 301001 Bridges & Signs:** To inspect, monitor and maintain the 182 roadway bridges and 340 miles of underground storm system piping to ensure a safe, efficient and effective transportation network for the traveling public. And to resolve citizen complaints/concerns relating to bridge and drainage infrastructure. To inspect, fabricate and replace traffic control signage throughout unincorporated Shelby County to ensure that the estimated 16,000 signs are properly maintained. To maintain pavement markings for the estimated 800 miles of County roads.

- 301003 Roadside Operations:** To maintain the safe operation of 800 miles of County Roads by cleaning roadside drainage ways, repairing shoulders, and controlling vegetation and litter throughout the year. To resurface County Roads by the procurement of private contractors in two lettings annually. To provide right-of-way mowing between April and October; and to provide vertical limb and brush clearing during the winter months of November through March. To respond to winter weather advisories with proactive preparation that balances costs, benefits and environmental stewardship.

- 301004 Administration:** To provide administrative support for the Department’s daily operations as follows: To maintain proper accounting of revenues and expenditures, annual budgets, purchase orders, resolutions, contracts, inventory, and IDBs on a daily basis. To manage personnel and maintain records for payroll, attendance, performance evaluations and other related personnel files. To provide GIS capabilities for road and drainage mapping, contouring, inventorying, transportation planning, responding to emergencies and providing geo-referencing needs to Engineering and EMA.

- 301007 Engineering:** To provide technical expertise for cost effective and efficient maintenance of existing public improvements and for the design of future facilities, both public and private; to apply sound engineering principles and standards leading to safe, well-maintained infrastructure fully available for public use; and to monitor design and construction contracts for quality and fiscal controls.

Revenue Sources:

Tennessee Department of Transportation (TDOT) - Gas and Motor Fuel Taxes, Inspection Fees, Mineral Severance Taxes and Permit Fees

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Signs replaced | 1,233 units | 1,830 units | 1,200 units | 1,600 units |
| Traffic control road striping | 225 miles | 291 miles | 200 miles | 250 miles |
| Traffic control sign maintenance | 16,525 | 15,800 units | 16,525 | 15,400 units |
| Asphalt Program - Road Overlay | 35 miles | 30 miles | 25 miles | 25 miles |
| Asphalt program-potholes repaired | 8,423 | 7,863 | 11,500 | 10,000 |
| Right-of-way maintenance | 1,200 miles | 3,200 miles | 1,200 miles | 3,200 miles |

**Prime Accounts
3021 Waste Management**

071 - Roads & Bridges

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|-------------|------------------------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 45 - | Charges for Services | 0 | 0 | (117,792) | (174,447) | (174,447) |
| 46 - | Fines, Fees & Permits | 0 | 0 | (15,200) | (23,520) | (23,520) |
| | Revenue | 0 | 0 | (132,992) | (197,967) | (197,967) |
| 51 - | Salaries-Regular Pay | 0 | 0 | 71,660 | 72,164 | 72,164 |
| 52 - | Salaries-Other Compensation | 0 | 0 | 1,811 | 4,710 | 4,710 |
| 55 - | Fringe Benefits | 0 | 0 | 31,053 | 35,988 | 37,679 |
| | Salaries & Fringe Benefits | 0 | 0 | 104,523 | 112,862 | 114,553 |
| 60 - | Supplies & Materials | 0 | 0 | 17 | 10,000 | 18,309 |
| 64 - | Services & Other Expenses | 0 | 0 | 5,110 | 5,639 | 5,639 |
| 66 - | Professional & Contracted Services | 0 | 0 | 90 | 23,016 | 23,016 |
| 67 - | Rent, Utilities & Maintenance | 0 | 0 | 0 | 200 | 200 |
| 68 - | Interfund Services | 0 | 0 | 23,492 | 46,250 | 36,250 |
| | Operating & Maintenance | 0 | 0 | 28,708 | 85,105 | 83,414 |
| | Expenditures | 0 | 0 | 133,231 | 197,967 | 197,967 |
| | Waste Management Total | 0 | 0 | 239 | 0 | 0 |

Department Name: Waste Management

Department Number: 3021

Department Mission:

The Compound Trash Removal section handles disposal for Area 10 Compound (East Complex). Dead Animal pick-up is included in this section and they are responsible for disposal of dead animals from roadways, veterinary clinics and rural livestock.

Description of Activities:

To provide Compound Trash Removal which includes 50 locations and approximately 370 various size containers with pick-up schedules ranging from daily to 3 times weekly.

To remove and dispose of dead animals both domesticated and wildlife from roadways, veterinary clinics, rural livestock, and the like for proper sanitation.

Sections included in this Department:

302101 Waste Management

Revenue Sources:

Scavenger Truck Operations - Fee paid by local veterinarians, animal clinics and animal hospitals for the pick up and disposal of dead animals.

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Dead animals recovered and properly disposed. | | 1186 | 1300 | 1200 |
| Tons of trash per year collected. | | 268 | 225 | 275 |

**Prime Accounts
Public Works**

093 - Stormwater Fee

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|---|-------------|------------------|------------------|------------------|------------------|------------------|
| 44 - Intergovernmental Revenues-Federal & | | 0 | 0 | (10,373) | (100,000) | 0 |
| 46 - Fines, Fees & Permits | | (620,600) | (781,783) | (777,077) | (730,000) | (720,000) |
| 47 - Other Revenue | | 0 | 0 | 0 | (5,000) | 0 |
| 48 - Investment Income | | (769) | (3,169) | (4,202) | 0 | 0 |
| Revenue | | (621,369) | (784,952) | (791,652) | (835,000) | (720,000) |
| 51 - Salaries-Regular Pay | | 122,296 | 119,318 | 130,579 | 133,184 | 133,186 |
| 52 - Salaries-Other Compensation | | 0 | 1,209 | 1,324 | 0 | 0 |
| 55 - Fringe Benefits | | 32,137 | 33,208 | 40,677 | 45,808 | 48,538 |
| Salaries & Fringe Benefits | | 154,433 | 153,735 | 172,580 | 178,992 | 181,723 |
| 60 - Supplies & Materials | | 478 | 11,891 | 8,943 | 26,780 | 26,780 |
| 64 - Services & Other Expenses | | 4,540 | 7,918 | 12,458 | 23,935 | 21,935 |
| 66 - Professional & Contracted Services | | 3,850 | 96,803 | 162,196 | 628,721 | 178,451 |
| 67 - Rent, Utilities & Maintenance | | 0 | 2,722 | 1,634 | 8,800 | 8,800 |
| 68 - Interfund Services | | 2,628 | 10,658 | 207,359 | 134,200 | 134,200 |
| 70 - Capital Asset Acquisitions | | 0 | 89,668 | 133,013 | 381,082 | 418,935 |
| Operating & Maintenance | | 11,496 | 219,660 | 525,604 | 1,203,518 | 789,101 |
| 94 - Other Sources & Uses | | 0 | 0 | (2,012) | 0 | 0 |
| Other Financing Sources | | 0 | 0 | (2,012) | 0 | 0 |
| Expenditures | | 165,928 | 373,396 | 696,171 | 1,382,510 | 970,824 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (363,323) | (266,637) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (363,323) | (266,637) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (363,323) | (266,637) |
| 96 - Operating Transfers In | | 0 | 0 | 0 | (200,000) | 0 |
| Operating Transfers In | | 0 | 0 | 0 | (200,000) | 0 |
| 98 - Operating Transfers Out | | 0 | 0 | 0 | 15,813 | 15,813 |
| Operating Transfers Out | | 0 | 0 | 0 | 15,813 | 15,813 |
| Net Transfers | | 0 | 0 | 0 | (184,187) | 15,813 |
| Public Works Total | | (455,440) | (411,556) | (95,481) | 0 | 0 |

Department Name: Environmental Programs-Stormwater

Department Number: 3004

Department Mission:

The Shelby County Storm Water Program protects the health, safety, and general welfare of citizens from the adverse impacts from uncontrolled storm water drainage and the quality of life of current and future residents from the discharge of pollutants into the receiving waters. This program includes best management practices for monitoring and controlling storm water pollution. Engineering methods are employed for storm water systems design, management of systems operations, floodplain and watershed management plans, and implementation and enforcement of ordinances.

Description of Activities:

- 1) To eliminate any non allowable discharges that adversely impacts water quality.
- 2) To provide for the sound use and development of all flood-prone areas.
- 3) To increase the awareness of the property owners and public regarding storm water impacts.
- 4) To minimize damage to public facilities and utilities, such as water and gas mains, electric telephone, storm and sanitary sewer lines, streets and bridges.
- 5) To encourage the use of comprehensive watershed management plans and the preservation of floodplains, floodways and open spaces.

Sections included in this Department:

300204 - Stormwater Fees

Revenue Sources:

Storm Water User Fee of \$1.50 per month for residential customers and \$2.50 per month for non-residential customers.

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|--|------------------------|------------------------|---------------------------|---------------------------|
| Land Disturbance Activities cited for lack of controls | 6 | 4 | 6 | 6 |
| Public Education and Outreach Events | 4 | 7 | 8 | 8 |

DIVISION OF PUBLIC WORKS



ENTERPRISE FUND

**Prime Accounts
Public Works**

954 - Fire Services Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|--------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 43 - Intergovernmental Revenues-State of T | | (75,600) | (76,800) | (64,800) | (81,000) | (75,000) |
| 44 - Intergovernmental Revenues-Federal & | | (1,515,755) | (1,495,017) | (1,525,388) | (1,575,815) | (1,873,396) |
| 45 - Charges for Services | | 0 | 0 | 0 | 0 | (78,486) |
| 46 - Fines, Fees & Permits | | (17,593,465) | (17,656,734) | (17,668,808) | (17,818,685) | (18,231,000) |
| 47 - Other Revenue | | (40) | (619) | (2,654) | (4,500) | (95,000) |
| 48 - Investment Income | | (24,656) | (15,850) | (9,467) | (12,000) | (6,000) |
| Revenue | | (19,209,517) | (19,245,020) | (19,271,116) | (19,492,000) | (20,358,882) |
| 51 - Salaries-Regular Pay | | 8,505,102 | 8,414,655 | 8,330,315 | 9,157,438 | 9,122,230 |
| 52 - Salaries-Other Compensation | | 1,459,915 | 2,238,632 | 1,730,171 | 1,637,880 | 1,421,708 |
| 55 - Fringe Benefits | | 3,133,626 | 3,112,430 | 3,378,247 | 3,891,509 | 4,084,836 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (336,914) | (306,914) |
| Salaries & Fringe Benefits | | 13,098,643 | 13,765,717 | 13,438,733 | 14,349,913 | 14,321,860 |
| 60 - Supplies & Materials | | 304,782 | 399,274 | 735,660 | 297,915 | 272,135 |
| 64 - Services & Other Expenses | | 38,588 | 79,009 | 108,567 | 129,433 | 139,800 |
| 66 - Professional & Contracted Services | | 3,713,066 | 3,753,935 | 3,833,623 | 3,961,462 | 3,940,146 |
| 67 - Rent, Utilities & Maintenance | | 203,928 | 216,562 | 263,117 | 219,500 | 235,072 |
| 68 - Interfund Services | | 1,235,810 | 1,118,771 | 891,905 | 866,250 | 1,112,270 |
| 70 - Capital Asset Acquisitions | | 391,521 | 661,121 | 1,401,733 | 803,508 | 110,000 |
| 79 - Depreciation Expense | | (40,605) | (328,417) | (1,152,883) | 0 | 0 |
| Operating & Maintenance | | 5,847,091 | 5,900,257 | 6,081,723 | 6,278,068 | 5,809,423 |
| 80 - Debt Service Expenditure | | 38,854 | 31,930 | 24,675 | 183,386 | 183,384 |
| Debt Services | | 38,854 | 31,930 | 24,675 | 183,386 | 183,384 |
| 94 - Other Sources & Uses | | 112,169 | (6,558) | 32,406 | (90,000) | (55,000) |
| Other Financing Sources | | 112,169 | (6,558) | 32,406 | (90,000) | (55,000) |
| Expenditures | | 19,096,757 | 19,691,346 | 19,577,536 | 20,721,367 | 20,259,667 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (1,258,965) | 99,215 |
| Planned Fund Balance Change | | 0 | 0 | 0 | (1,258,965) | 99,215 |
| Planned Fund Balance Change | | 0 | 0 | 0 | (1,258,965) | 99,215 |
| 96 - Operating Transfers In | | (22,030) | (199,781) | (227,785) | (1,195) | 0 |
| Operating Transfers In | | (22,030) | (199,781) | (227,785) | (1,195) | 0 |
| 98 - Operating Transfers Out | | 16,224 | 30,480 | 0 | 30,793 | 0 |
| Operating Transfers Out | | 16,224 | 30,480 | 0 | 30,793 | 0 |
| Net Transfers | | (5,806) | (169,301) | (227,785) | 29,598 | 0 |
| Public Works Total | | (118,566) | 277,026 | 78,635 | 0 | 0 |

Department Name: Fire Department
Department Number: 3008

Department Mission:

The mission of the Shelby County Fire Department is to protect the lives and property of the people of Shelby County from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free from harassment and discrimination. The Shelby County Fire Department was one of the first in the State of Tennessee to receive national Journeyman Fireman certification for employees. Shelby County firefighters hold the latest certifications including all levels of fire fighting, emergency medical care, hazardous materials waste management, and rescue. We cover well more than 300 square miles that include over 46,700 commercial and residential structures and more than 152,000 citizens.

Description of Activities:

Answering more than 16,000 calls each year, the Shelby County Fire Department stands ready to provide the best possible protection for the residents of the county. The department operates with nine engine companies out of eight engine houses dispersed throughout the county. More than 160 firefighters, inspectors, and trainers operate equipment, including pumper and ladder trucks, air trucks, and brush trucks, as well as special rescue and hazardous response equipment.

The Fire Department was first established in 1972 with an annual budget of \$18,000, a paid staff of 21 and eight pumpers. In its first year, the Shelby County Fire Department received 249 calls. Today, the annual operating budget is approximately \$18 million, and the professional emergency protection teams respond to an average of 50 calls per day. The Shelby County 9-1-1 dispatch office has 16 full-time employees handling emergency calls.

Sections included in this Department:

300801 - Fire Services

Revenue Sources:

The primary revenue sources are Fire Fees on structures in unincorporated Shelby County and Lakeland, Tennessee and reimbursement of the cities' shares of the Ambulance Contract for Arlington, Collierville, Germantown, Lakeland, and Millington. Residential fees are variable, based on square footage and are \$18.90 to \$58.23 a month. Commercial fees are \$65.80 month if the structure is less than 5,000 square feet; add \$1.00 for every 1,000 square feet. Churches are \$423 a year. Agricultural properties are \$704.52 a year.

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|--|------------------------|------------------------|---------------------------|---------------------------|
| Average number of structures covered by Fire Fees | 46,752 | 45,055 | 46,439 | 42,500 |
| Dispatch - # of Incoming Telephone Calls | 65,621 | 64,000 | 66,000 | 66,000 |
| Fire responses - Unincorporated & Lakeland/Other | 3,096 | 3942 | 3,200 | 3500 |
| First responder calls - Unincorporated & Lakeland/Other Municipalities | 11,501 | 13349 | 11,650 | 11,650 |

DIVISION OF PUBLIC WORKS



INTERNAL SERVICE FUND

**Prime Accounts
Public Works**

Internal Service Fund

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|-------------|------------------------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 45 - | Charges for Services | (2,713,414) | (2,810,058) | (2,672,639) | (6,933,191) | (6,760,057) |
| | Revenue | (2,713,414) | (2,810,058) | (2,672,639) | (6,933,191) | (6,760,057) |
| 51 - | Salaries-Regular Pay | 575,382 | 571,758 | 630,264 | 1,504,998 | 1,113,212 |
| 52 - | Salaries-Other Compensation | 541 | 11,875 | 11,788 | 17,892 | 17,892 |
| 55 - | Fringe Benefits | 216,332 | 275,906 | 255,472 | 670,462 | 516,630 |
| 56 - | Salary Restriction | 0 | 0 | 0 | (99,668) | (99,668) |
| | Salaries & Fringe Benefits | 792,255 | 859,538 | 897,524 | 2,093,684 | 1,548,066 |
| 60 - | Supplies & Materials | 197,339 | 227,785 | 150,528 | 2,875,875 | 3,274,473 |
| 64 - | Services & Other Expenses | 1,386,717 | 1,375,617 | 1,233,681 | 1,329,314 | 1,345,667 |
| 66 - | Professional & Contracted Services | 0 | 0 | 0 | 19,255 | 7,830 |
| 67 - | Rent, Utilities & Maintenance | 306,201 | 318,582 | 352,655 | 588,461 | 519,161 |
| 68 - | Interfund Services | 15,137 | 12,771 | 25,406 | 54,125 | 49,360 |
| 70 - | Capital Asset Acquisitions | 0 | 0 | 12,995 | 0 | 15,500 |
| 79 - | Depreciation Expense | 15,764 | 15,764 | 1,576 | 0 | 0 |
| | Operating & Maintenance | 1,921,159 | 1,950,519 | 1,776,841 | 4,867,030 | 5,211,991 |
| 95 - | Contingencies & Restrictions | 0 | 0 | 0 | (27,523) | 0 |
| | Contingencies & Restrictions | 0 | 0 | 0 | (27,523) | 0 |
| 94 - | Other Sources & Uses | 0 | 0 | (1,726) | 0 | 0 |
| | Other Financing Sources | 0 | 0 | (1,726) | 0 | 0 |
| | Expenditures | 2,713,414 | 2,810,058 | 2,672,639 | 6,933,191 | 6,760,057 |
| | Public Works Total | 0 | 0 | 0 | 0 | 0 |

**Prime Accounts
Public Works**

960 - Fleet Services

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|---|--------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 45 - Charges for Services | | 0 | 0 | 0 | (4,111,497) | (3,917,481) |
| Revenue | | 0 | 0 | 0 | (4,111,497) | (3,917,481) |
| 51 - Salaries-Regular Pay | | 0 | 0 | 0 | 873,751 | 678,203 |
| 52 - Salaries-Other Compensation | | 0 | 0 | 0 | 12,760 | 12,760 |
| 55 - Fringe Benefits | | 0 | 0 | 0 | 377,073 | 299,910 |
| 56 - Salary Restriction | | 0 | 0 | 0 | (99,668) | (99,668) |
| Salaries & Fringe Benefits | | 0 | 0 | 0 | 1,163,916 | 891,204 |
| 60 - Supplies & Materials | | 0 | 0 | 0 | 2,680,224 | 2,838,844 |
| 64 - Services & Other Expenses | | 0 | 0 | 0 | 11,950 | 9,950 |
| 66 - Professional & Contracted Services | | 0 | 0 | 0 | 19,255 | 7,830 |
| 67 - Rent, Utilities & Maintenance | | 0 | 0 | 0 | 208,273 | 141,773 |
| 68 - Interfund Services | | 0 | 0 | 0 | 27,880 | 27,880 |
| Operating & Maintenance | | 0 | 0 | 0 | 2,947,582 | 3,026,277 |
| Expenditures | | 0 | 0 | 0 | 4,111,498 | 3,917,481 |
| Public Works Total | | 0 | 0 | 0 | 1 | 0 |

Department Name: Fleet Services
Department Number: 3019

Department Mission:

The Fleet Services department operates as an internal service fund providing vehicle and equipment maintenance for all vehicles and construction equipment that currently comprise the fleet at Shelby County Government to ensure safe and efficient operations. The division operates a maintenance facility (Auto Shop) and a fueling facility (Service Station). This department is staffed by highly trained professionals experienced in vehicle and equipment maintenance and management.

Description of Activities - Sections included in this Department: (2)

- 301902 Service Station:** This section consists of two fueling facilities that store and distribute up to 800,000 gallons of fuel annually to fulfill fuel needs for government vehicles, equipment and diesel storage tanks.
- 301903 Auto Shop:** This section services and repairs vehicles and equipment, schedules preventive maintenance and processes acquired vehicles and equipment. Performs preventive maintenance to provide reduced equipment downtime and improved reliability.

Revenue Sources:

Internal Department Billings for fuel dispensing fees and auto shop services.

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Diesel distribution-gallons | 140,000 | 169,518 | 170,000 | 150,000 |
| Gasoline distribution-gallons | 610,000 | 652,566 | 653,000 | 600,000 |
| Completed work orders-maintenance | 1,155 | 1,385 | 1,400 | 1,400 |
| Completed work orders-repairs | 4,500 | 4,318 | 4,300 | 4,300 |

**Prime Accounts
Public Works**

961 - Mail & Print Services

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|------------------------------------|--------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 45 - Charges for Services | | (2,713,414) | (2,810,058) | (2,672,639) | (2,821,694) | (2,842,576) |
| Revenue | | (2,713,414) | (2,810,058) | (2,672,639) | (2,821,694) | (2,842,576) |
| 51 - Salaries-Regular Pay | | 575,382 | 571,758 | 630,264 | 631,247 | 435,009 |
| 52 - Salaries-Other Compensation | | 541 | 11,875 | 11,788 | 5,132 | 5,132 |
| 55 - Fringe Benefits | | 216,332 | 275,906 | 255,472 | 293,390 | 216,721 |
| Salaries & Fringe Benefits | | 792,255 | 859,538 | 897,524 | 929,769 | 656,862 |
| 60 - Supplies & Materials | | 197,339 | 227,785 | 150,528 | 195,651 | 435,629 |
| 64 - Services & Other Expenses | | 1,386,717 | 1,375,617 | 1,233,681 | 1,317,364 | 1,335,717 |
| 67 - Rent, Utilities & Maintenance | | 306,201 | 318,582 | 352,655 | 380,188 | 377,388 |
| 68 - Interfund Services | | 15,137 | 12,771 | 25,406 | 26,245 | 21,480 |
| 70 - Capital Asset Acquisitions | | 0 | 0 | 12,995 | 0 | 15,500 |
| 79 - Depreciation Expense | | 15,764 | 15,764 | 1,576 | 0 | 0 |
| Operating & Maintenance | | 1,921,159 | 1,950,519 | 1,776,841 | 1,919,448 | 2,185,714 |
| 95 - Contingencies & Restrictions | | 0 | 0 | 0 | (27,523) | 0 |
| Contingencies & Restrictions | | 0 | 0 | 0 | (27,523) | 0 |
| 94 - Other Sources & Uses | | 0 | 0 | (1,726) | 0 | 0 |
| Other Financing Sources | | 0 | 0 | (1,726) | 0 | 0 |
| Expenditures | | 2,713,414 | 2,810,058 | 2,672,639 | 2,821,694 | 2,842,576 |
| Public Works Total | | 0 | 0 | 0 | 0 | 0 |

Department Name: Mail & Print Services

Department Number: 3073

Department Mission:

Mail Services primary function is to pick-up and deliver mail and packages through-out Shelby County Government. They also calculate and apply postage to outgoing U.S. mail; deliver in-coming U.S. mail and perform accounting functions for the section. Mail Services is located at 201 Poplar.

Printing Services primary function is to provide printing and graphic arts services to the County. They also provide services to other government entities. Printing Services is located at 584 Adams.

Description of Activities - Sections included in this Department: (2)

307304 Mail Services: Pick up and delivery services of inter-departmental and U.S. mail between County facilities. Calculate and apply proper postage to outgoing U.S. mail. Coordinate usage of express mail delivery vendors. Accounting functions include billing necessary for distributing the expense of mail services.

307305 Print Services: Provide access to copying machines through a contracted vendor. Provide high speed duplicating services through the copy/duplicating center. Offset printing, graphic arts, digital copying, engraving, vinyl lettering, framing, binding and forms control. Accounting functions for distributing the expense of printing services to the users.

Revenue Sources:

Internal Departmental Billings for postage and printing.

| <u>Service Level Measurements:</u> | FY11 Actual | FY12 Actual | FY13 Estimated | FY14 Estimated |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Inter-Office Mail | 189,164 | 235,911 | 265,325 | 236,000 |
| Metered Mail | 979,819 | 1,298,980 | 951,400 | 1,300,000 |
| Error rate | 0.004 | 0.0012 | 0.005 | 0.0012 |
| Impressions | 8,329,546 | 8,084,226 | 8,400,000 | 8,085,000 |
| Service Requests | 2,355 | 2,464 | 2,200 | 2,200 |

DIVISION OF PUBLIC WORKS



GRANT FUNDS

The Division of Public Works administers several grants in the areas of:

Roads, Bridges and Engineering

- **CMAQ** Intersection Improvement Projects- The Congestion Mitigation Air Quality (CMAQ) Program provides intersection improvements that alleviate traffic delays resulting in a reduction of vehicle emissions (100% federal funds).
- **CMAQ Greenline Extension** – This project is a federal thru state grant under the CMAQ Program that provides funding to extend the Shelby Farms Greenline from its current terminus at Shelby Farms Park east to the “old” Cordova Train Depot. (75% federal; 25% local match).
- **STP** - The Surface Transportation Program (STP) is a federally funded grant program to provide funds to local agencies for transportation projects.

Hazard Mitigation

- **Seismic Hazard Mitigation Studies:** This project provides grant funding for the purposes of supporting the forthcoming FEMA required 2014 update of the Memphis/Shelby County Local Hazard Mitigation Plan (HMP) (September 2005) by addressing seismic hazard mitigation planning measures in the critical healthcare and continuity of governance areas (75% state; 25% local funds).

Environmental Programs – Household Hazardous Waste

- The HHW facility collects materials generated in residential homes that are toxic, ignitable, corrosive or reactive to prevent these hazardous materials from contaminating the environment, specifically our drinking water, and to promote proper waste management. Shelby County is the sub-contractor as the grant is awarded to the City of Memphis. Shelby County is in charge of daily operations for this facility for all residential citizens. Each of the municipalities (Arlington, Bartlett, Collierville, Germantown, Lakeland, Memphis, Millington, and Shelby County) jointly contributes annually for the HHW O&M.

TDOT Roadside Litter Grant

- The goal and objective of the Tennessee Department of Transportation (TDOT) Roadside Litter Grant is to educate the public, business, government, media and schools about litter reduction and to keep Shelby County clean and “green”, and remove and dispose litter and debris from County, State and Interstate roadsides. The Commissioner of Transportation is authorized to make grants to several counties of the State, through the appropriate official, for the purpose of funding programs for the collection of litter and trash along County, State, and Interstate roads and highways, within the respective counties, for the purpose of litter abatement and prevention.

Tire Recycling

- State of Tennessee Grant for the provision of optimizing waste tire collection and assisting counties in defraying the excessive costs associated with locating, collecting and properly disposing of waste tires.

Chickasaw Basin Authority

- The grant provides funding to the Chickasaw Basin Authority whose function is watershed management for Shelby County and portions of surrounding counties. The Authority was established by the State of Tennessee.

Grant Program Detail for FY14

Public Works

| <u>FUND</u> | <u>SECTION</u> | <u>GRANT PROGRAM</u> | <u>AMOUNT</u> |
|---|----------------|--|-----------------------------|
| <u>Department 3004: Environmental Improvement Commission</u> | | | <u>Revenue</u> |
| 726 | 300401 | Household Hazardous Waste Grant | \$ 219,000 |
| 863 | 300502 | Chickasaw Basin Authority Administration | 178,400 |
| Department Total | | | <u>\$ 397,400</u> |
| <u>Department 3010: Roads & Bridges</u> | | | |
| 607 | 301007 | STP Enhancement - Brooks Rd | \$ 78,000 |
| 660 | 301003 | R&B Roadside Operations | 230,200 |
| 698 | 301007 | CMAQ | 8,600,000 |
| 720 | 301007 | FEMA Hazard Mitigation | 357,937 |
| 722 | 301007 | CMAQ Greenline Extension | 3,850,000 |
| Department Total | | | <u>\$ 13,116,137</u> |
| <u>Department 3073: Support Services</u> | | | |
| 724 | 307324 | Waste Tire Program Tire Recycling | \$ 657,006 |
| Department Total | | | <u>\$ 657,006</u> |
| DIVISION TOTAL | | | <u>\$ 14,170,543</u> |

STP = Surface Transportation Program
 CMAQ = Congestion Management Air Quality
 FEMA = Federal Emergency Management Agency

**Prime Accounts
Public Works**

Grant Funds

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|-------------|--------------------|--------------------|--------------------|---------------------|---------------------|
| 43 - Intergovernmental Revenues-State of T | | (2,063,584) | (4,305,485) | (3,809,017) | (28,469,999) | (12,804,777) |
| 44 - Intergovernmental Revenues-Federal & | | (363,684) | (216,667) | (103,076) | (3,549,318) | (505,803) |
| 45 - Charges for Services | | (50,443) | (394,665) | (88,936) | (78,400) | (78,400) |
| 46 - Fines, Fees & Permits | | (106,128) | (180,511) | (81,458) | (117,490) | (118,563) |
| 47 - Other Revenue | | (4,779,263) | (2,353) | (6,163) | (1,097,169) | (663,000) |
| Revenue | | (7,363,103) | (5,099,682) | (4,088,650) | (33,312,376) | (14,170,543) |
| 51 - Salaries-Regular Pay | | 211,227 | 193,485 | 260,940 | 578,459 | 239,577 |
| 52 - Salaries-Other Compensation | | 136 | 200 | 7,502 | 35,073 | 1,536 |
| 55 - Fringe Benefits | | 67,928 | 59,889 | 75,799 | 206,912 | 94,968 |
| Salaries & Fringe Benefits | | 279,292 | 253,574 | 344,240 | 820,444 | 336,081 |
| 60 - Supplies & Materials | | 48,570 | 148,676 | 72,913 | 93,189 | 32,345 |
| 64 - Services & Other Expenses | | 174,354 | 4,458 | 10,149 | 15,050 | 13,550 |
| 66 - Professional & Contracted Services | | 971,432 | 916,706 | 1,418,432 | 6,401,779 | 1,928,256 |
| 67 - Rent, Utilities & Maintenance | | 1,567 | 4,085 | 31,940 | 14,991 | 14,991 |
| 68 - Interfund Services | | 9,973 | 189 | 66 | 14,428 | 13,750 |
| 70 - Capital Asset Acquisitions | | 6,330,261 | 6,382,698 | 2,344,913 | 28,141,415 | 12,506,070 |
| Operating & Maintenance | | 7,536,158 | 7,456,813 | 3,878,412 | 34,680,852 | 14,508,962 |
| 94 - Other Sources & Uses | | 0 | 0 | 0 | (35,320) | (35,320) |
| Other Financing Sources | | 0 | 0 | 0 | (35,320) | (35,320) |
| Expenditures | | 7,815,449 | 7,710,387 | 4,222,653 | 35,465,976 | 14,809,723 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (239,037) | (58,537) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (239,037) | (58,537) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (239,037) | (58,537) |
| 96 - Operating Transfers In | | (85,646) | (1,094,750) | (241,178) | (2,149,733) | (615,813) |
| Operating Transfers In | | (85,646) | (1,094,750) | (241,178) | (2,149,733) | (615,813) |
| 98 - Operating Transfers Out | | 35,170 | 35,170 | 180,467 | 235,170 | 35,170 |
| Operating Transfers Out | | 35,170 | 35,170 | 180,467 | 235,170 | 35,170 |
| Net Transfers | | (50,476) | (1,059,580) | (60,711) | (1,914,563) | (580,643) |
| Public Works Total | | 401,871 | 1,551,125 | 73,292 | 0 | 0 |

**Prime Accounts
3004 Environmental Programs**

Grant Funds

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|--------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 43 - Intergovernmental Revenues-State of T | | (2,408) | (99,157) | 20,951 | (129,400) | (85,000) |
| 44 - Intergovernmental Revenues-Federal & | | (169,752) | (119,000) | (115,000) | (121,000) | (121,000) |
| 45 - Charges for Services | | 0 | 0 | 0 | (78,400) | (78,400) |
| 47 - Other Revenue | | (2,496) | (2,353) | (2,249) | (137,000) | (113,000) |
| Revenue | | (174,655) | (220,511) | (96,298) | (465,800) | (397,400) |
| 51 - Salaries-Regular Pay | | 50,422 | 47,241 | 50,740 | 50,123 | 50,123 |
| 52 - Salaries-Other Compensation | | 0 | 64 | 506 | 0 | 0 |
| 55 - Fringe Benefits | | 9,177 | 9,390 | 10,564 | 13,688 | 14,138 |
| Salaries & Fringe Benefits | | 59,599 | 56,694 | 61,810 | 63,811 | 64,261 |
| 60 - Supplies & Materials | | 252 | 0 | 44 | 11,848 | 11,398 |
| 64 - Services & Other Expenses | | 270 | 287 | 887 | 5,050 | 5,050 |
| 66 - Professional & Contracted Services | | 112,459 | 136,856 | 90,931 | 349,957 | 344,217 |
| 67 - Rent, Utilities & Maintenance | | 1,567 | 4,085 | 7,893 | 14,991 | 14,991 |
| 68 - Interfund Services | | 508 | 165 | 25 | 12,028 | 11,350 |
| 70 - Capital Asset Acquisitions | | 0 | 0 | 0 | 61,982 | 0 |
| Operating & Maintenance | | 115,056 | 141,394 | 99,780 | 455,856 | 387,006 |
| Expenditures | | 174,655 | 198,088 | 161,590 | 519,667 | 451,267 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | (239,037) | (39,037) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (239,037) | (39,037) |
| Planned Fund Balance Change | | 0 | 0 | 0 | (239,037) | (39,037) |
| 96 - Operating Transfers In | | 0 | (50,000) | (50,000) | (50,000) | (50,000) |
| Operating Transfers In | | 0 | (50,000) | (50,000) | (50,000) | (50,000) |
| 98 - Operating Transfers Out | | 0 | 0 | 0 | 235,170 | 35,170 |
| Operating Transfers Out | | 0 | 0 | 0 | 235,170 | 35,170 |
| Net Transfers | | 0 | (50,000) | (50,000) | 185,170 | (14,830) |
| Environmental Programs Total | | 0 | (72,423) | 15,291 | 0 | 0 |

**Prime Accounts
3010 Roads & Bridges**

Grant Funds

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|-------------|------------------|------------------|------------------|---------------------|---------------------|
| 43 - Intergovernmental Revenues-State of T | | (278,584) | (134,834) | (836,697) | (27,796,353) | (12,181,334) |
| 44 - Intergovernmental Revenues-Federal & | | 0 | 0 | 36,150 | (3,338,337) | (384,803) |
| 47 - Other Revenue | | 0 | 0 | 0 | (960,169) | (550,000) |
| Revenue | | (278,584) | (134,834) | (800,547) | (32,094,859) | (13,116,137) |
| 51 - Salaries-Regular Pay | | 128,501 | 111,372 | 165,876 | 483,565 | 144,683 |
| 52 - Salaries-Other Compensation | | 136 | 0 | 6,345 | 31,067 | 0 |
| 55 - Fringe Benefits | | 48,200 | 39,164 | 49,811 | 176,201 | 62,733 |
| Salaries & Fringe Benefits | | 176,837 | 150,536 | 222,031 | 690,832 | 207,416 |
| 60 - Supplies & Materials | | 43,786 | 20,000 | 68,938 | 76,978 | 16,584 |
| 64 - Services & Other Expenses | | 21 | 19 | 5,948 | 7,700 | 6,200 |
| 66 - Professional & Contracted Services | | 0 | 0 | 793,116 | 5,464,450 | 1,000,000 |
| 67 - Rent, Utilities & Maintenance | | 0 | 0 | 18,614 | 0 | 0 |
| 68 - Interfund Services | | 0 | 0 | 0 | 500 | 500 |
| 70 - Capital Asset Acquisitions | | 0 | 0 | 1,502,594 | 27,958,659 | 12,506,070 |
| Operating & Maintenance | | 43,807 | 20,019 | 2,389,211 | 33,508,287 | 13,529,354 |
| 94 - Other Sources & Uses | | 0 | 0 | 0 | (35,320) | (35,320) |
| Other Financing Sources | | 0 | 0 | 0 | (35,320) | (35,320) |
| Expenditures | | 220,644 | 170,554 | 2,611,242 | 34,163,799 | 13,701,450 |
| 99 - Planned Use of Fund Balances | | 0 | 0 | 0 | 0 | (19,500) |
| Planned Fund Balance Change | | 0 | 0 | 0 | 0 | (19,500) |
| Planned Fund Balance Change | | 0 | 0 | 0 | 0 | (19,500) |
| 96 - Operating Transfers In | | 0 | 0 | (88,126) | (2,068,940) | (565,813) |
| Operating Transfers In | | 0 | 0 | (88,126) | (2,068,940) | (565,813) |
| 98 - Operating Transfers Out | | 0 | 0 | 145,297 | 0 | 0 |
| Operating Transfers Out | | 0 | 0 | 145,297 | 0 | 0 |
| Net Transfers | | 0 | 0 | 57,171 | (2,068,940) | (565,813) |
| Roads & Bridges Total | | (57,940) | 35,720 | 1,867,866 | 0 | 0 |

**Prime Accounts
3073 Support Services**

Grant Funds

| Acct | Description | FY10 Actual | FY11 Actual | FY12 Actual | FY13 Amended | FY14 Adopted |
|--|---------------------|------------------------|------------------------|------------------------|-------------------------|-------------------------|
| 43 - Intergovernmental Revenues-State of T | | (446,067) | (428,252) | (543,697) | (538,443) | (538,443) |
| 46 - Fines, Fees & Permits | | (106,128) | (180,511) | (81,458) | (117,490) | (118,563) |
| | Revenue | (552,195) | (608,763) | (625,154) | (655,933) | (657,006) |
| 51 - Salaries-Regular Pay | | 32,305 | 34,872 | 44,325 | 44,771 | 44,771 |
| 52 - Salaries-Other Compensation | | 0 | 136 | 650 | 1,536 | 1,536 |
| 55 - Fringe Benefits | | 10,550 | 11,336 | 15,425 | 17,024 | 18,097 |
| Salaries & Fringe Benefits | | 42,855 | 46,344 | 60,399 | 63,331 | 64,404 |
| 60 - Supplies & Materials | | 600 | 0 | 0 | 4,363 | 4,363 |
| 64 - Services & Other Expenses | | 3,322 | 2,959 | 1,963 | 2,300 | 2,300 |
| 66 - Professional & Contracted Services | | 470,854 | 468,192 | 514,562 | 584,039 | 584,039 |
| 68 - Interfund Services | | 589 | 24 | 41 | 1,900 | 1,900 |
| Operating & Maintenance | | 475,365 | 471,175 | 516,566 | 592,602 | 592,602 |
| | Expenditures | 518,220 | 517,519 | 576,965 | 655,933 | 657,006 |
| Support Services Total | | (33,975) | (91,244) | (48,189) | 0 | 0 |

