



## Financial Services Audit Committee Communication

**Date:** June 21, 2021

**To:** Great Lakes Water Authority Audit Committee

**From:** Lisa L Mancini, Financial Planning & Analysis Manager

**Re:** FY 2021 Fourth Quarter Budget Amendments through June 30, 2021 –  
Analysis of FY 2021 Personnel Costs

**Background:** A report of the FY 2021 Fourth Quarter Budget Amendments has been prepared for presentation at the June 21, 2021 Audit Committee meeting. In addition to the appropriation level budget amendments, which require approval from the Board of Directors, the report includes supplemental tables related to the operations and maintenance (O&M) budget amendments. These tables are for informational purposes and are not covered in the resolution for the quarterly budget amendments.

**Analysis:** Included in the FY 2021 Fourth Quarter Budget Amendments report is **Table 1E – Supplemental Information – Enterprise-wide Operations & Maintenance Account Type**. This table presents the operations & maintenance budget by the major expense categories.

**Table 1E – Supplemental Information – Enterprise-wide Operations & Maintenance Account Type**

O&M Expense Categories (Account Type)	FY 2021 Board Adopted Budget	Total 1st Quarter FY 2021 Amendments	Total 2nd Quarter FY 2021 Amendments	Total 3rd Quarter FY 2021 Amendments	Total 4th Quarter FY 2021 Amendments	FY 2021 Amended Budget	FY 2021 Activity Thru 4/30/2021
Personnel Costs	\$ 110,333,100	\$ (1,527,100)	\$ (123,800)	\$ (265,900)	\$ 2,683,000	\$ 111,099,300	\$ 89,786,400
Utilities	51,937,000	-	-	-	445,600	52,382,600	42,879,200
Chemicals	13,419,800	-	-	-	942,400	14,362,200	11,626,300
Supplies & Other	38,620,800	400,000	(1,521,300)	(229,700)	(1,675,000)	35,594,800	23,165,100
Contractual Services	106,154,600	(1,372,200)	2,005,000	(572,600)	(6,237,700)	99,977,100	74,043,400
Capital Program Allocation	(3,447,700)	-	127,500	(8,500)	(117,900)	(3,446,600)	(2,575,000)
Shared Services	(3,412,900)	-	(1,117,100)	18,000	-	(4,512,000)	(3,790,200)
Unallocated Reserve	8,468,700	(3,150,800)	629,700	1,058,700	3,959,600	10,965,900	-
<b>Total Per</b>	<b>\$ 322,073,400</b>	<b>\$ (5,650,100)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 316,423,300</b>	<b>\$235,135,200</b>

One of the expense categories represented in Table 1E is *Personnel Costs*. The following table and pie chart provide a breakdown of the account types that are included in the *Personnel Costs* expense category.

The table below shows the amount budgeted for each account type and the related budget amendments for each quarter of FY 2021. The total overall Personnel Costs expense, through April 30, 2021, is at 81% of the FY 2021 amended budget. This is on target with the pro-rata benchmark of 83% (10 of 12 months of the fiscal year).

#### Personnel Costs by Account Type

Personnel Costs	FY 2021 Board Adopted Budget	Total 1st Quarter FY 2021 Amendments	Total 2nd Quarter FY 2021 Amendments	Total 3rd Quarter FY 2021 Amendments	Total 4th Quarter FY 2021 Amendments	FY 2021 Amended Budget	FY 2021 Activity Thru 4/30/2021	Percent Year-to- Date
Salaries & Wages	\$ 70,761,000	\$ (933,100)	\$ 1,200	\$ 285,400	\$ (2,808,600)	\$ 67,305,900	\$ 54,160,900	80%
Workforce Development	948,400	-	-	(12,800)	(40,900)	894,700	695,200	78%
Overtime	6,988,000	-	25,200	57,600	416,500	7,487,300	6,194,400	83%
Employee Benefits	24,475,400	(294,000)	49,800	177,100	2,446,600	26,854,900	21,878,700	81%
Transition Services	7,160,300	(300,000)	(200,000)	(773,200)	2,669,400	8,556,500	6,857,200	80%
<b>Total Personnel Costs</b>	<b>\$ 110,333,100</b>	<b>\$ (1,527,100)</b>	<b>\$ (123,800)</b>	<b>\$ (265,900)</b>	<b>\$ 2,683,000</b>	<b>\$ 111,099,300</b>	<b>\$ 89,786,400</b>	<b>81%</b>

The chart below shows the percentage of each account type as it relates to the total personnel amended budget.

