



To: Mid-MO RPC Board of Directors / Membership
From: Edward Siegmund, Executive Director
Date: June 22, 2016
Re: 2017 Budget / Work Program

The draft budget was reviewed with Executive Committee members on May 25. Meeting attendees included Chairman-Gary Jungermann, Vice-Chair- Kris Scheperle, Secretary- Sam Stroupe, Personnel Chair-Les Hudson, and Mid-MO staff- Ed Siegmund and Lee Ann Jestis.

REVENUE

- **Revenue:** We are projecting a total revenue fund level of \$811,336. This total includes pass-thru funds of \$407,110. Total revenue less pass-thru is \$404,226. At present- we have 3 pending CDBG projects- Armstrong (streets, drainage), Bunceton (wastewater), and Russellville (wastewater). Anticipated revenue from these projects for FY17 is \$23,875. This amount is not included in the FY17 budget at this time. The total available operating budget revenue is \$380,351. The increase in revenue projections is due to additional projects added to the work program, and funding increases for existing planning partnerships.
 - Additional Projects:
 1. Hazard Mitigation Plans- Callaway, Cooper, Howard and Moniteau (FY17- +\$50,000.)
 2. CDBG Disaster Planning- including Centralia Comprehensive Plan, Deployable Asset Inventory, and GIS technical; assistance. (FY17- +\$35,000)
 - Funding increases for FY17. The following contracts received funding increases::
 1. Economic Development Administration- +\$6,000. Total annual award- \$66,000.
 2. Missouri Department of Transportation- +\$5,881. Total annual award- \$64,705.
 2. Office of Administration. +\$4,550. Total award amount- \$8900.

EXPENSE

- **Personnel:** Projected staffing needs for FY17 is 6 full-time. This represents a .5 increase in staffing level. Katrina Williams accepted a position with CAMPO (Jefferson City) in April, and Susan Galeota retired at the end of May. We have completed the second round of interviews to fill one the first position.
 - **Personnel Expense:** The budget includes a 3% salary pool for existing staff. This 3% includes consideration of COLA which was 1.8% for 2015. Beginning in FY16, Mid-MO RPC staff pay out-of-pocket for health insurance coverage. Salaries are reviewed with the Budget Committee, and compared to a statewide RPC salary survey.
 - The budget line item for contract services includes the MACOG 3% fee for statewide hazard mitigation coordination, and funding support for a consultant to identify GIS needs and opportunities within the Region.
- **Other Expenses:** Operating Expenses, office rent and maintenance, travel, professional development and meeting expense reflect minor adjustments from previous year budgets and final costs.

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FY17	BUDGET - REVENUE			
		FY17	FY18	Comments-FY17
	General - Administration			
	Carry-Over Cash FY16	29000		carry-over from FY16
	Dues	56912	97,500	early dues invoicing - total \$97,500- \$10,000 to June 2016
	State of MO- OA	8900		increase included in State Budget
	Economic Development			
	EDA	66000	66000	3 yr. award- FY16-18- increase of \$6000 FY17 and FY18
	Armstrong CDBG Gen Infrastructure	4875	14625	19500- invite - pending funding award
	Bunceton CDBG Wastewater	10000	10000	20000- pending funding award
	Holts Summit CDBG Industrial Infrastructure	13500	4500	\$18,000
	Holts Summit CDBG Wastewater Collection	9000	9000	\$18,000
	Russellville CDBG	9000	9000	18000- pending funding award
	St. Thomas CDBG Demolition			adding additional house for demo
	Transportation			
	MODOT	64705		increase in MoDOT funding - planning program
	Coordinated Transportation - Mobility Project	125,700	40000	contract to be extended thru 12-2017.
	Natural Resources -Emergency Management			
	CDBG-Disaster Resiliency	35000	31700	<i>\$59,200 grant- City contributions @ \$7500 - Total \$66,700</i>
	Callaway Co. Hazard Mitigation Plan	5000	15000	\$20,000 expires October 2017
	Cole Co. Hazard Mitigation Plan	5000		deadline Nov 2016-20,000 total
	Cooper Co. Hazard Mitigation Plan	15000	5000	\$20,000 expires June 2017
	Howard Co. Hazard Mitigation Plan	15000	5000	\$20,000 expires July 2017
	Moniteau Co Hazard Mitigation Plan	15000	5000	\$20,000 expires July 2017
	Area F Regional Homeland Security			
	Area F RHSOC Regionalization	20000	20000	Oct 1 thru Sept 30. - Oct 2017 increases to \$25000
	Area F RHSOC FY14 M/A	2000		deadline Aug. 2016
	Area F RHSOC FY15 M/A	10000	2457	12457 - deadline Aug. 2017
	Area F RHSOC FY16 M/A	4,000	8457	12457- projected
	Project Procurement Funds FY14	6000		deadline Aug. 16- confirm numbers
	Project Procurement Funds FY15	166,110	55,370	deadline Aug. 2017-confirm numbers
	Project Procurement Funds FY16	50,000	199,151	projected allocation 249,151-confirm numbers
	Planning Services			
	Ashland	4000		
	Callaway Co. 604B- Wastewater	61634		Project deadline 12-2016
	Total Revenue	811336	597760	
	Pass-Thru Total Contract Services			
	Coordinated Transportation - Mobility Project	125700		confirm expenditures thru June 30.- projected @ \$80,000
	Callaway Co. 604B- Wastewater	59300		
	Project Procurement Funds FY14	6000		
	Project Procurement Funds FY15	166110	55370	
	Project Procurement Funds FY16	50,000	199151	
	Total Pass-Thru	407110	254521	
	TOTAL REVENUE - LESS PASS-THRU	404226	343239	
	Pending Projects			
	Armstrong	4875	14625	
	Bunceton	10000	10000	
	Russellville	9,000	9000	
	Total Pending	23,875	33625	
	TOTAL AVAILABLE REVENUE - OPERATIONS	380351	309614	

Mid-MO RPC
Budget Discussion

June 22,2016-DRAFT	FY17	FY16 Budget		FY15-Final	FY14-Final
PERSONNEL SERVICE			Notes-FY17		
Salary	261,088	247,637	3% existng staff- add .5 position	221,160.03	229,552.00
Fringe	19973.232	18944	7.65%/FICA-6.2%/MEDI-1.45%	15559.51	17,603.00
LAGERS	13054.4	13125	5.0% redcued from 5.3%	11,597.95	12,234.00
Unemploy Ins.	300	300		297.65	279.00
<i>Med Ins. Reimbursement</i>				19,076.30	20,215.00
TOTAL PERS SERV	294,416	280006		267,691.44	279,883.00
OPERATING EXPENSES					
Advertising	1,000	1,000	project legal notices-job ad	939	417.00
Audit	4,500	3,800	needs to be bid- outside region ok	3800	3,800.00
Cell Phone	1,020	1,200	EJS only	1140	1,140.00
Computer Consultant	750	750	as needed- Rich Buzzard	352	482.00
Contracted Program Activities	6500	1,500	3% fee HZM Plans/GIS consult.	300	60.00
Copy Machine Mtn.	3600	3,600	contract-\$300/mth.	3600	3,600.00
Equipment	1500	1,500	update computers-(LJ)	551	760.00
Expendable Supplies	2000	2,000		1988	1,805.00
Furniture/Office Renovation	750	750		750	52.00
Insurance	2400	2,400		2236	1,856.00
Main Phone/Internet Connection	3300	3,300	phone 2 lines/internet	3276	3,198.00
Miscellaneous	1000	1,000		192	1,733.00
Postage	1000	1,500		1518	1,180.00
Software	3000	3,000	ESRI license-windows upgrade	2138	2,649.00
Web Site Reg./Dev	1200	1,000	Maycreate	800	969.00
TOTAL OPERATING	33,520	28,300		23580	23,701.00
OFFICE RENT/MAINT.					
Rent	10,620	10,620	same rate	10620	10,620.00
Cleaning	900	850		750	690.00
Utilities	3000	3,000		2700	2,755.00
TOTAL	14,520	14,470		14070	14,065
PROFESSIONAL DEVELOPMENT					
Membership Dues	5000	4,600	MACOG/NADO-\$2000-MoDOT/MM	4180	4,800.00
Publications/Subscriptions	500	500		300	414.00
Conferences & Workshops	1500	1,500	EDA/MML/Emergency Mngt	650	517.00
PD- TOTAL	7000	6,600		5238	5,731.00
TRAVEL-TOTAL	7500	7,000	check MoDOT /EDA budgets	5061	4,989.00
MEETING EXPENSE					
Board/TAC/RPC	1350	1,500		1500	1,707.00
Other Meetings	500	1,000		300	883.00
Annual Meeting	1500	1,500		1181	1,416.00
MEETING-TOTAL	3350	4,000		2981	1,416.00
Reserve Fund Contribution	20,045	20,000			
TOTAL	380,351	360,376		318,621.44	329,785.00
Grant Pass-Thru	407,110	396,515	RHSOC/604B/Coordinated Trans.		
Pending	23,875				
TOTAL ALL CATEGORIES	811,336	756,891			