

	A	B	C	D	E	F	G	H
1	Chittenden County RPC		FY17 Mid-Year Adjusted		DRAFT FY18		FY17 Mid-Year to FY18	
2	Program Income		FY17		FY18		Change	Change
3	Municipal - Regional						\$'s	%
4	Regional Planning Grant - ACCD		\$377,778		\$377,778		\$0	0.00%
5	<i>direct</i>		\$8,000		\$8,000		\$0	0.00%
6	Local/Town Dues (exclusive of MPO match)		\$33,519		\$34,453*		934	2.79%
7	GIS Income		\$1,000		\$1,000		-	0.00%
8	Interest Income		\$400		\$400		-	0.00%
9	Other Income		\$500		\$500		-	0.00%
10	Municipal Assistance		\$18,100		\$9,343		(8,757)	-48.38%
11	Champlain Valley National Heritage - LCBP		\$2,000		\$2,000		-	0.00%
12	Municipal/Regional Staff Total		\$433,297		\$425,474		\$ (7,823)	-1.81%
13	Transportation							
14	MPO Transportation Staff Funding - FHWA, FTA, VTrans		\$1,372,876		\$1,282,966		(89,910)	-6.55%
15	Local Dues Match Staff		\$152,542		\$142,552		(9,990)	-6.55%
16	<i>Regionally Matched Consultant/Dues</i>		\$74,555		\$72,330		(2,225)	-2.98%
17	<i>MPO - Expenses/Consultants/Locally Matched & Carry Forward - direct</i>		\$2,094,963		\$2,189,110		94,147	4.49%
18	Trans Prog Mgmt Services		\$6,968		\$10,656		3,688	52.92%
19	<i>Circ Alternatives Phase II - direct</i>		\$91,361		completed		-\$91,361	-100.00%
20	Real Time Traffic - AID - FHWA		\$29,917		\$17,076		(12,841)	-42.92%
21	<i>direct</i>		\$600,706		\$600,706		-	0.00%
22	LC_Byway_06-#06 (Interpretation & Outreach) - FHWA		\$766		completed		-\$766	-100.00%
23	<i>direct</i>		\$0		completed		\$0	-100.00%
24	LC_Byway_08-#05 (Corridor Mgt Plan & Cap. Bldng) - FHWA		\$7,656		completed		-\$7,656	-100.00%
25	<i>direct</i>		\$0		completed		\$0	-100.00%
26	LC_Byway_10 -#02 Islands Bike Rest Areas - FHWA		\$0		completed		\$0	-100.00%
27	<i>direct</i>		\$0		completed		\$0	-100.00%
28	LC_Byway_11-#01 Islands & Chittenden Bike Rest Areas - FHWA		\$272		completed		-\$272	-100.00%
29	<i>direct</i>		\$0		completed		\$0	-100.00%
30	Transportation Staff Total		\$1,570,997		\$1,453,250		\$ (117,747)	-7.50%
31	Natural Resources & Energy							
32	Brownfields 2016 Petroleum		\$10,300		\$6,491		(3,809)	-36.98%
33	<i>direct</i>		\$40,000		\$40,000		-	
34	Brownfields 2016 Hazardous		\$10,300		\$6,491		(3,809)	-36.98%
35	<i>direct</i>		\$80,000		\$80,000		-	
36	Regional Energy Plan - DPS		\$30,000		\$20,000		(10,000)	
37	<i>direct</i>		\$0		\$0		-	
38	RSEP/MS-4 Lead Agency Services		\$6,609		\$6,714		105	1.59%
39	Jericho Stormwater Master Plan		\$4,149		completed		-\$4,149	-100.00%
40	<i>direct</i>		\$19,851		\$19,851		-	0.00%
41	Underhill Stormwater Master Plan		\$0		\$1,605		1,605	
42	<i>direct</i>		\$0		\$17,500		17,500	
43	Richmond Stormwater Master Planning		\$0		\$1,762		1,762	
44	<i>direct</i>		\$0		\$42,324		42,324	
45	Municipal Stormwater Plans - Pending		\$0		\$6,423		6,423	
46	<i>Mallets Bay Stormwater Master Plan - direct</i>		\$88,683		\$50,000		(38,683)	-43.62%
47	604(b) Water Quality Project		\$3,606		\$3,606		-	0.00%
48	Water Quality - VCWA Outreach - ANR		\$32,928		\$33,603		676	2.05%
49	<i>direct</i>		\$264,118		\$264,118		-	
50	Act 174 Municipal Energy Plan Training		\$21,200		\$9,300		(11,900)	
51	Water Quality Project Development & Implementation - pending		\$0		\$0		-	
52	Better Road Grants - VTrans		\$19,521		\$45,079		25,558	100.00%
53	<i>direct</i>		\$28,000		\$7,000		(21,000)	
54	Natural Resources Staff total		\$138,613		\$141,076		\$ 2,463	1.78%
55	Emergency Management & Health							
56	Emer Mgmt Perf Grant - Chittenden - VEM		\$53,385		\$46,694		(6,690)	-12.53%
57	All Hazard Mitigation Plan Update - FEMA		\$18,094		completed		-\$18,094	-100.00%
58	River Corridor HMGP - ANR		\$10,155		\$11,250		1,095	10.78%
59	<i>direct</i>		\$100,000		\$100,000		-	
60	<i>Regional Dispatch - direct</i>		\$41,000		\$50,000		9,000	
61	Local Emergency Plng Committee Administration		\$3,000		\$3,000		-	0.00%
62	<i>direct</i>		\$500		\$500		-	0.00%
63	Chittenden County Opiate Alliance		\$175,270		\$233,340		58,070	
64	<i>direct</i>		\$105,000		\$105,000		-	
65	Regional Prevention Partnership - VDH		\$13,000		\$13,144		144	1.11%
66	<i>direct</i>		\$117,000		\$117,000		-	0.00%
67	Community Assessment & Education (CAPE) - UVM		\$404		completed		-\$404	-100.00%
68	DEMHS MOU - DPS		\$0		\$0		-	
69	Hazardous Materials Emer Prep - VEM		\$876		completed		(876)	-100.00%
70	Emergency Management Staff total		\$274,183		\$307,428		\$ 33,245	12.13%
71								
72	Subtotal - Operations Support		\$2,417,090		\$2,327,228		(89,862)	-3.72%
73	Subtotal - Project Consultant Income		\$3,753,737		\$3,763,439		\$9,702	0.26%
74								
75	Total Income		\$ 6,170,827		\$6,090,667		(80,160)	-1.30%
76								
77								

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72	Subtotal - Operations Support		\$2,417,090		\$2,327,228		(89,862)	-3.72%
73	Subtotal - Project Consultant Income		\$3,753,737		\$3,763,439		\$9,702	0.26%
74								
75	Total Income		\$ 6,170,827		\$6,090,667		(80,160)	-1.30%
78	Expenses		FY17 Mid-Year Adjusted		DRAFT FY18		FY17 Mid-Year to FY18	
79			FY17		FY18		Change	Change
80							\$'s	%
81	Direct Project Expenses		\$3,753,737		\$3,763,439		\$9,702	0.26%
82	<i>Personnel</i>							
83	Salaries		\$1,419,325		\$1,497,125**		\$77,801	5.48%
84	Benefits		\$541,710		\$575,027		\$33,317	6.15%
85	Worker's Comp Insurance		\$4,000		\$4,000		\$0	0.00%
86	Recruitment		\$1,040		\$2,000		\$960	92.31%
87	<i>Education/Partnerships</i>							
88	Employee Training & Conferences		\$25,000		\$20,000		(\$5,000)	-20.00%
89	Employee Training & Conferences Travel		\$7,500		\$13,000		\$5,500	73.33%
90	Dues		\$15,000		\$15,000		\$0	0.00%
91	Program Workshops/Meetings		\$15,000		\$12,000		(\$3,000)	-20.00%
92	Mileage		\$3,000		\$2,000		(\$1,000)	-33.33%
93	Electric Vehicles/CarShare		\$8,000		\$6,000		(\$2,000)	-25.00%
94	Communications/PR		\$20,000		\$20,000		\$0	0.00%
95	Publications		\$1,400		\$1,000		(\$400)	-28.57%
96	<i>Office & General Operations</i>							
97	Rent		\$131,560		\$138,000		\$6,440	4.90%
98	Audit/Accounting		\$22,200		\$23,000		\$800	3.60%
99	Copier		\$20,000		\$18,000		(\$2,000)	-10.00%
100	Equipment & Software Maint		\$30,000		\$25,000		(\$5,000)	-16.67%
101	Depreciation		\$5,300		\$4,200		(\$1,100)	-20.75%
102	Supplies		\$6,000		\$6,000		\$0	0.00%
103	Telephone/Internet		\$10,000		\$12,000		\$2,000	20.00%
104	Postage		\$2,000		\$2,000		\$0	0.00%
105	Equipment Purchase		\$15,000		\$16,000		\$1,000	6.67%
106	Utilities		\$6,500		\$6,000		(\$500)	-7.69%
107	Ineligible		\$11,000		\$8,000		(\$3,000)	-27.27%
108	Insurance - General Liability		\$12,000		\$12,000		\$0	0.00%
109	Janitor		\$4,400		\$4,400		\$0	0.00%
110	Payroll Processing		\$3,000		\$3,000		\$0	0.00%
111	Legal		\$5,000		\$5,000		\$0	0.00%
112	Internal Consultants		\$8,000		\$5,000		(\$3,000)	-37.50%
113	Software Purchase		\$4,000		\$4,000		\$0	0.00%
114	Reserve		\$60,155		\$0		(\$60,155)	-100.00%
115								
116	Operations Support Expenses		\$2,417,090		\$2,458,753		\$41,663	1.72%
117	Project Consultant Expenses		\$3,753,737		\$3,763,439		\$9,702	0.26%
118								
119	TOTAL EXPENSES		\$6,170,827		\$6,222,192		\$51,365	0.83%
120								
121	Surplus/(deficit)		\$0		-\$131,525			-2.11%

*On October 19, 2016 the Board approved a 0% increase in Municipal Dues for FY18.

**The Salary expense line includes a new part-time staff person for the Chittenden County Opioid Alliance.

*** The CCRPC used an Indirect Rate of 79.26% in FY16, while the actual rate should have been 72.82% based on our audited costs. To correct for the over-recovery in the previous year we need to reduce our rate for the upcoming year. Our approved Indirect Rate is 67.42% in FY18 with the rate reduction. This Indirect Rate will drive negative income for FY18. Negative income will result in a reduction in our Reserve.

Indirect Rate and Year-End Income		
	Approved Indirect Rate	Year-End Audited Income
FY13	99.00%	\$ 82,956
FY14	88.00%	\$ 149,586
FY15	71.24%	\$ (34,162)
FY16	79.26%	\$ 41,945
FY17	82.55%	\$ 60,155
FY18	67.42%	
	Total	\$ 300,480

Cash Balances as of Feb 28, 2017	
Checking	\$ 124,840
Savings	\$ 241,035
Reserve (Money Market & CDs)	\$ 233,976
Total Cash	\$ 599,851

Capital Budgeting for FY18

Currently, there are no plans for capital equipment purchases in FY18.

The most recent capital investment was a network server purchased in October of 2016. Fully installed, the capitalized cost of the server was \$17,825. It is being straight-line depreciated over 5 years. The depreciation expense for the server is just under \$3,600 annually. Our meeting tables and chairs are also being depreciated. They were purchased for \$8,300 in November 2012. They will be fully depreciated after October 2017.

A sound system for the main conference room may be desired. The approximate cost of this investment would be around \$12,000. This would add \$2,400 of depreciation expense each year for 5 years.