

2015 Budget

Denver Regional Council of Governments



DENVER REGIONAL COUNCIL OF GOVERNMENTS

We make life better!

2015 BUDGET

DENVER REGIONAL COUNCIL OF GOVERNMENTS

October 15, 2014

SUBMITTED BY
JENNIFER SCHAUFEELE, EXECUTIVE DIRECTOR

DENVER REGIONAL COUNCIL OF GOVERNMENTS
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TABLE OF CONTENTS

Budget Message	1
2015 Budget Summary and Comparison	3
2015 Summary of General Operating Fund by Project	4
DRCOG 2015 Funding Chart	5
DRCOG 2015 Expenditures by Division Chart	6

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Jennifer Schaufele, Executive Director

October 15, 2014

Administrative Committee and Board of Directors
Denver Regional Council of Governments

I am pleased to submit the proposed budget of the Denver Regional Council of Governments (DRCOG) for the year 2015. The budget is transmitted for review and approval by the Administrative Committee and Board of Directors.

The budget is a fiscal guide for the operation of DRCOG beginning January 1, 2015 through December 31, 2015. It supports work activities in the DRCOG Metropolitan Planning Organization's Unified Planning Work Program (UPWP), the Area Agency on Aging (AAA), the Communications and Marketing Division, Executive Offices, and Administration and Finance.

Variations of note between the 2014 and 2015 budgets include:

Revenues

- **Federal funding**, while funding for UPWP activities are anticipated to increase approximately \$700,000, an overall decrease from the 2014 budget is reflected due to the following:
 - Conclusion of the Sustainable Communities Initiative (SCI) program; and
 - Projections for the Community-based Care Transition Program are lower for 2015; and
 - The Denver Regional Aerial Photography Project (DRAPP), a two-year cyclical project, which began in 2014, will be ending a cycle.
- **State funds** will increase in 2015 due to the successful legislative efforts to increase funding for the Area Agency on Aging.
- **Local/other funds** reflect a decrease mainly due to the DRAPP program ending a two-year cycle.
- **In-kind services** reflect a decrease due to the completion of the of the SCI program.
- **Service income** reflects a slight decrease in Firefighter Intraregional Recruitment and Employment (FIRE) and Guaranteed Ride Home subsidies.
- **Member dues** have been maintained at 2009 levels for previous five years and will remain at current level. Dues provide match for federal programs and help fund activities such as legislative and member liaison and Board-related activities. Board-related activities, which account for approximately \$1,020,000 of 2015 anticipated expenditures, include Administrative Committee and Board meetings, the Board Workshop, participation in Sister Cities and the National Association of Regional Council's, as well as legislative activities and travel.

Expenditures

- **Personnel expenditures** are budgeted with an estimated 25 percent increase for medical insurance and 12 percent increase for dental insurance effective January 2015, as well as a performance-based merit increase for staff estimated at an average of three (3) percent. Due to expanded activities across the organization, there are additional personnel budgeted. These expanded activities include AAA initiatives for care transitions and additional support for the UPWP.
- **Contractual** obligations are lower from 2014 with DRAPP ending a cycle and the completion of the SCI program.
- **Non-personnel expenditures** include additional marketing costs for the vanpool program.
- **Capital outlay** includes the final of three installments for equipment upgrades to the agency's information technology infrastructure, and various other office and equipment purchases.

Fund Balance

The 2015 ending fund balance for DRCOG is projected to be approximately \$6,000,000. Approximately \$3,000,000 of this fund balance reflects pre-paid funds set aside for some specific programs such as DRAPP, FIRE, Guaranteed Ride Home and Regional Vanpool.

Because most of DRCOG's grants operate on a reimbursement basis, substantial working capital must be available to pay contractual obligations and meet daily expense outlays while awaiting grantor payments. DRCOG's auditors have consistently recommended maintaining a fund balance that would allow for an orderly three-month shutdown. Based on prior year expenses and contractual rent obligations, that amount would range from \$5,900,000 to \$10,200,000.

Pass-through funds are excluded from the general operating fund budget, but the 2015 pass-through is estimated to total \$12,000,000.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J Schaufele', with a stylized, cursive script.

Jennifer Schaufele
Executive Director

2015 BUDGET SUMMARY AND COMPARISON GENERAL OPERATING FUND

	2013 Actuals	2014 Budget	2015 Budget
BEGINNING BALANCE	\$ 8,364,884	\$ 7,623,606 ¹	\$ 6,903,908
General Funds	4,050,509	3,588,105	3,077,393
Program Obligations	4,314,375	4,035,501	3,826,515
 REVENUES			
Member Dues	\$ 1,287,400	\$ 1,287,400	\$ 1,287,400
Federal Grants	8,368,120	14,349,223	12,755,717
State Grants	821,226	1,323,494	1,682,721
Local/Other Funds	1,131,207	2,362,438	1,793,634
In-kind Services	1,460,403	3,697,966	697,914
Service Income	381,816	442,616	397,244
Interest/Investment Income	62,140	45,000	30,000
TOTAL REVENUES	<u>\$ 13,512,312</u>	<u>\$ 23,508,137</u>	<u>\$ 18,644,630</u>
TOTAL FUNDS AVAILABLE	\$ 21,877,196	\$ 31,131,743	\$ 25,548,538
 EXPENDITURES			
Personnel	\$ 7,425,221	\$ 9,418,897	\$ 10,118,511
Contractual Services	2,556,709	7,974,988	4,949,519
In-kind Services	1,460,403	3,697,966	697,914
Non-personnel	2,330,480	2,904,689	3,184,660
Capital Outlay	480,777	231,295	359,634
TOTAL EXPENDITURES	<u>\$ 14,253,590</u>	<u>\$ 24,227,835</u>	<u>\$ 19,310,238</u>
ENDING BALANCE	\$ 7,623,606	\$ 6,903,908	\$ 6,238,300
General Funds	3,588,105	3,077,393	3,218,528
Program Obligations ²	4,035,501	3,826,515	3,019,772
 PASS-THROUGH FUNDS			
Area Agency on Aging	\$ 9,263,742	\$ 9,882,869	\$ 11,388,352
Traffic Signal Equipment	113,099	265,138	650,171
Sustainable Communities Initiative	435,948	960,000	-
TOTAL PASS-THROUGH FUNDS	<u>\$ 9,812,789</u>	<u>\$ 11,108,007</u>	<u>\$ 12,038,523</u>

¹ The beginning balance for the 2014 budget is based on 2013 actuals. All other line items are estimates.

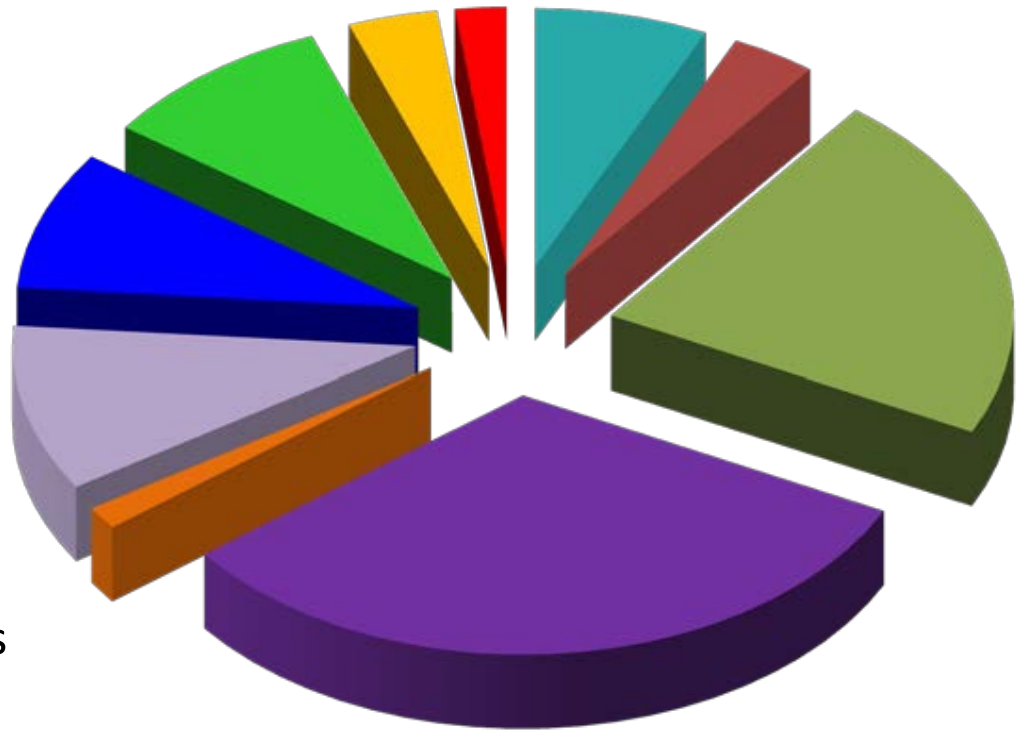
² Program obligations are pre-paid funds set aside for specific programs: Guaranteed Ride Home, FIRE, DRAPP, and Regional Vanpool.

2015 SUMMARY OF GENERAL OPERATING FUND BY PROJECT

PROJECT	FEDERAL	STATE	LOCAL/OTHER FUNDS	IN-KIND SERVICES	SERVICE INCOME	MEMBER DUES MATCH/DRCOG FUNDED	TOTAL
General Fund							
Board Workshop and Activities						\$ 556,902	\$ 556,902
Sister Cities						\$ 10,105	\$ 10,105
National Association of Regional Councils						\$ 69,033	\$ 69,033
Legislative Activities						\$ 236,036	\$ 236,036
Member Liaison						\$ 71,107	\$ 71,107
Annual Awards Banquet			\$ 41,051			\$ 40,000	\$ 81,051
Transportation Planning and Operations							
STAC/State Rural Planning Assistance	\$ 9,500						\$ 9,500
Traffic Signal Operations	\$ 1,541,346						\$ 1,541,346
UPWP	\$ 2,648,286			\$ 275,453		\$ 275,453	\$ 3,199,192
FasTracks Financial Plan			\$ 125,000				\$ 125,000
Regional Planning and Operations							
UPWP	\$ 3,552,090			\$ 369,458		\$ 369,458	\$ 4,291,006
Sustainable Communities Initiative	\$ 272,673						\$ 272,673
Firefighter Intraregional Recruitment and Employment (FIRE)			\$ 42,731		\$ 16,000		\$ 58,731
Commercial Vehicle Survey	\$ 844,804		\$ 25,206				\$ 870,010
Workshops					\$ 6,949		\$ 6,949
Metro Vision 2040 Implementation Related Activities			\$ 290,000				\$ 290,000
Area Agency on Aging							
Area Agency on Aging: Ombudsman, Program Administration, Contractual Services, Refugee, Case Management	\$ 1,747,110	\$ 1,657,721		\$ 15,000		\$ 378,795	\$ 3,798,626
Community-based Care Transitions Program	\$ 246,018						\$ 246,018
Aging and Disability Resource Center (ADRC)/Adult Resource for Care and Help (ARCH)		\$ 25,000					\$ 25,000
Communications and Marketing							
Regional TDM Program	\$ 1,835,410			\$ 35,743		\$ 6,859	\$ 1,878,012
Bike to Work Day			\$ 30,500				\$ 30,500
Regional Vanpool			\$ 753,024				\$ 753,024
Guaranteed Ride Home					\$ 374,295		\$ 374,295
Administration and Finance							
Denver Regional Aerial Photography Project (DRAPP)			\$ 486,122				\$ 486,122
Interest Income					\$ 30,000		\$ 30,000
TOTAL PROGRAM AREA SUMMARY	\$ 12,697,237	\$ 1,682,721	\$ 1,793,634	\$ 695,654	\$ 427,244	\$ 2,013,748	\$ 19,310,238

DRCOG 2015 Funding

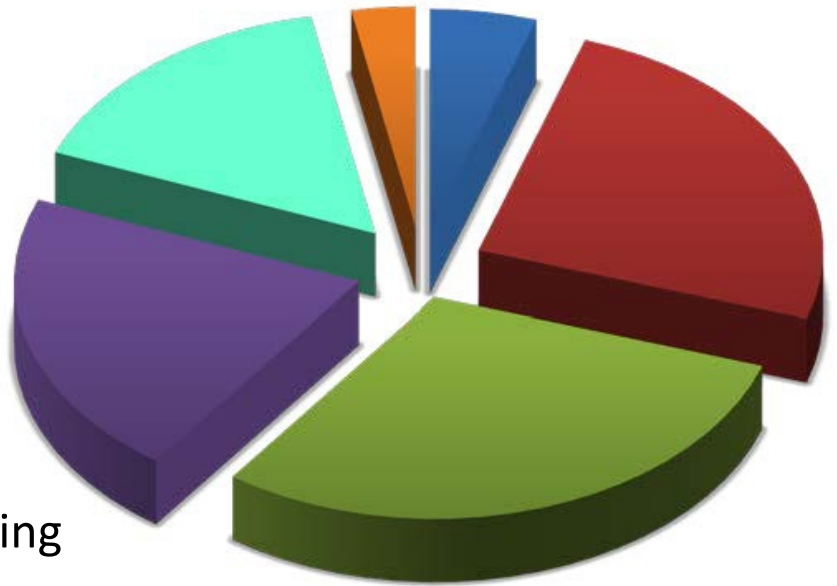
- Member Dues
- General Fund
- Federal Grants
- UPWP (Federal)
- SCI
- AAA (Federal)
- State Grants
- Local/Other Funds
- In-kind Services
- Service Income



Member Dues	6.67%	\$ 1,287,400
General Fund	3.76%	\$ 726,348
Federal Grants	21.91%	\$ 4,231,060
UPWP (Federal)	32.11%	\$ 6,200,376
SCI	1.41%	\$ 272,673
AAA (Federal)	10.32%	\$ 1,993,128
State Grants	8.69%	\$ 1,682,721
Local/Other Funds	9.45%	\$ 1,823,634
In-kind Services	3.60%	\$ 695,654
Service Income	2.06%	\$ 397,244
	100%	\$ 19,310,238

DRCOG 2015 Expenditures by Division

- General Fund
- Transportation Planning and Operations
- Regional Planning and Operations
- Area Agency on Aging
- Communications and Marketing
- Administration and Finance



General Fund	5%	\$ 1,024,234
Transportation Planning and Operations	25%	\$ 4,875,038
Regional Planning and Operations	30%	\$ 5,789,369
Area Agency on Aging	21%	\$ 4,069,644
Communications and Marketing	16%	\$ 3,035,831
Administration and Finance	3%	\$ 516,122
		\$19,310,238



We make life better!



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