

ITEM #7: HRTPO FY 2014 BUDGET

The HRTPO FY 2014 Budget reflects the current economic times in that it is conservative in nature. Total Budget is down 6%, or almost \$250,000 (\$4,080,908 in 2013 to \$3,833,401 in 2014). Expenditures are down in all categories except a minor increase in Special Contracts. Operating Expenditures (including Personnel, Standard Contracts, and Operations) are down \$48,580 (or 1.6%) from those in 2013 mainly due to reductions in telephone, printing, memberships, software and network upgrades, and photo copy expenses.

This item is under the Consent Agenda for approval; see Item #13-H.

Ms. Nancy Collins, Chief Financial Officer, will brief the HRTPO Board on this item.

Attachment 7

**HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION
FY2014 BUDGET**

	% OF TOTAL BUDGET	2014 TPO OPER BUDGET	2014 TPO PASS-THRU	2014 TPO TOTAL	2013 TPO TOTAL	% OF TOTAL BUDGET
REVENUE						
Local Member Contributions	7.9%	303,807		303,807	312,365	7.7%
FHWA PL and State Match	62.5%	2,397,032		2,397,032	2,392,266	58.6%
FTA 5303 and State Match	6.4%	247,062		247,062	288,522	7.1%
VDOT SP&R	1.5%	58,000		58,000	58,000	1.4%
FHWA CMAQ (HSR)	10.4%		400,000	400,000	520,000	12.7%
Virginia DRPT FTA and State Match	11.2%		427,500	427,500	509,755	12.5%
TOTAL REVENUE	100.0%	3,005,901	827,500	3,833,401	4,080,908	100.0%
EXPENDITURES						
Personnel	65.2%	2,498,264		2,498,264	2,504,591	61.4%
Standard Contracts	2.9%	112,552		112,552	113,880	2.8%
Special Contracts	1.1%	43,131		43,131	39,803	1.0%
Pass-Through Activity	21.6%		827,500	827,500	1,029,755	25.2%
Operations	9.2%	351,954		351,954	392,879	9.6%
TOTAL EXPENDITURES	100.0%	3,005,901	827,500	3,833,401	4,080,908	100.0%

Legend:

FHWA Federal Highway Administration
 PL Planning
 FTA Federal Transit Administration
 VDOT Virginia Department of Transportation
 SP&R State Planning & Research
 CMAQ Congestion Mitigation & Air Quality
 HSR High Speed Rail
 DRPT Department of Rail & Public Transportation

**HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION
2014 BUDGET**

**LOCAL TOTAL PASS-
MATCH BUDGET THROUGH OPERATIONS**

REVENUES

NEW REVENUE

Local		303,807		303,807
FHWA PL	266,337	2,130,695		2,130,695
VDOT PL State Match		266,337		266,337
FTA 5303 14	21,452	171,611		171,611
DRPT FTA 5303 State Match 14		21,451		21,451
VDOT SP&R	14,500	58,000		58,000
FHWA CMAQ (HSR)		400,000	400,000	0
TOTAL NEW REVENUE	302,289	3,351,901	400,000	2,951,901

DEFERRED REVENUE

FTA 5303 13	6,000	48,000		48,000
FTA 5303 13 State Match		6,000		6,000
TOTAL DEFERRED REVENUE	6,000	54,000	0	54,000

PASS-THROUGH REVENUE

Virginia DRPT FTA FY14 Fed		380,000	380,000	0
Virginia DRPT FTA FY14 State Match		47,500	47,500	0
TOTAL PASS-THROUGH REVENUE	0	427,500	427,500	0

TOTAL REVENUE

308,289	3,833,401	827,500	3,005,901
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**HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION
2014 BUDGET**

**LOCAL TOTAL PASS-
MATCH BUDGET THROUGH OPERATIONS**

EXPENDITURES

PERSONNEL

Salaries	1,936,122		1,936,122
Flexible Benefits	3,609		3,609
Fringe Benefits	558,532		558,532
TOTAL PERSONNEL	2,498,263		2,498,263

STANDARD CONTRACTS

Space Costs	52,671		52,671
Bank Service Charges	1,099		1,099
Internet Services	611		611
Insurance	17,300		17,300
Equipment Rental	833		833
Equipment Repair & Maintenance	1,610		1,610
Legal Services	14,000		14,000
Audit Services	24,428		24,428
TOTAL STANDARD CONTRACTS	112,552		112,552

**HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION
2014 BUDGET**

**LOCAL TOTAL PASS-
MATCH BUDGET THROUGH OPERATIONS**

EXPENDITURES (cont)

SPECIAL CONTRACTS

Constant Contact	800		800
Public Involvement	4,800		4,800
VITA	9,993		9,993
WHRO Hosting	333		333
Temporary Staffing Service	2,498		2,498
Burrells News Clipping Services	611		611
Tidewater Fibre Contract	333		333
Cox Cable Television	500		500
Cox Message Rate Line (TTY)	153		153
IPAC Benefits Data	416		416
Cox Wireless Svc & Polycom	2,276		2,276
Fire Alarm	153		153
Advanced Systems Data Recovery	6,662		6,662
Insercorp webhosting	3,054		3,054
Insercorp design maintenance	2,776		2,776
Access data base maintenance	833		833
Comp Netwk Contract ESI	6,940		6,940
TOTAL SPECIAL CONTRACTS	43,131		43,131

PASS-THROUGH ACTIVITY

High Speed Rail Contract	400,000	400,000	0
Trans Dist Comm of HR (HRT) 14	225,000	225,000	0
W'burg Area Transit Auth (WATA) 14	202,500	202,500	0
TOTAL PASS-THROUGH ACTIVITY	827,500	827,500	0

**HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION
2014 BUDGET**

**LOCAL TOTAL PASS-
MATCH BUDGET THROUGH OPERATIONS**

EXPENDITURES (cont)

OPERATIONS

Telephone Services	16,728		16,728
Consumable Supplies	16,331		16,331
Vehicle O&M	2,763		2,763
Printing & Presentations	8,750		8,750
Postage	7,992		7,992
Intra-Regional Travel	3,241		3,241
Conference Travel	8,058		8,058
Conference Fees	6,182		6,182
Recruitment / Relocation	5,216		5,216
Publications	2,690		2,690
Memberships	6,874		6,874
Professional Education	9,024		9,024
Public Notices / Advertising	24,000		24,000
Data Purchases	7,500		7,500
Software & Network Upgrades	52,251		52,251
Training & Seminars	24,369		24,369
Miscellaneous	5,527		5,527
Board Room Hospitality	5,260		5,260
Non-Grant Hardware / Furniture	4,974		4,974
Grant Funded Hardware / Furniture	12,750		12,750
Photo Copies	20,458		20,458
Storage Facilities	1,194		1,194
Reserve	99,823		99,823
TOTAL OPERATIONS	351,955		351,955

TOTAL EXPENDITURES

3,833,401	827,500	3,005,901
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