

Kerr Tar



Regional Council Of Governments

*PROPOSED BUDGET
FISCAL YEAR 2023-2024*

Kerr-Tar **Regional Council** **Of Governments**

BUDGET MESSAGE

I am pleased to submit my recommended Kerr-Tar Regional Council (KTCOG) of Governments budget for July 1, 2023 through June 30, 2024 in accordance with the N.C. Local Government Budget and Fiscal Control Act and the COG Charter and Bylaws. The recommended budget for KTCOG for Fiscal Year 2023-2024 is \$6,829,700. As the lead regional planning organization for the five county Kerr-Tar area, we continue to strive to provide valuable services to our members. The budget reflects our commitment to our core programs while expanding services to meet the needs of our member governments.

Member assessments (investments) from local governments are recommended to increase from \$0.64 per capita to \$0.66 per capita. Member assessments are calculated by the population of municipal members and the unincorporated population of county members. Member assessments are utilized to meet match requirements for federal and/or state funding

KTCOG budgets for our administrative functions through an indirect rate that is based on the salaries and fringe benefit cost of each program and allows each program to pay their fair share of administrative costs. The administrative rate is negotiated annually with our federal cognizant agency (Economic Development Administration) and is required in order for us to distribute indirect costs to all cost centers benefiting from those costs.

The recommended fringe benefits rate for 2023-2024 is 43.5397%, which is a slight decrease from the current fiscal year and includes Longevity, FICA, group insurances, retirement, 401k contributions, unemployment, and retiree benefits.

The recommended indirect cost rate for 2023-2024 is 53.5494%, which is a slight increase of .6495% from the current fiscal year.

No Fund Balance appropriation is proposed to balance the FY 2023-2024 budget.

Budget Timeline

On May 25, 2023, the KTCOG Executive Committee will receive the recommended budget and discuss the budget in detail. With direction from the Executive Board, changes, if required, will be incorporated.

On May 25, 2023, the KTCOG Board of Directors will receive the recommended budget and hold discussions. The public and interested parties will be able to view the budget on our website.

On June 22, 2023, required public hearing will be conducted prior to the KTCOG Board of Directors Meeting.

On June 22, 2023, the KTCOG Board of Directors will consider adoption of the Budget Resolution.

The Year Ahead

This recommended budget continues our commitment to our core programs while at the same time expanding services to our members. KTCOG programs include: Planning and Economic Development, Kerr-Tar Regional Economic Development Corporation, Workforce Innovation and Opportunity Act, Area Agency on Aging, Revolving Loan Funds, Housing and Community Development, Region K Community Assistance Corporation, and the Rural Transportation Planning.

Employee Retention and Recruitment - Recruiting and retaining local government talent is the most difficult it has been in decades. Government is hiring, but faces competition from the private sector, accelerating retirement rates and a shortage of applicants. Recruitment and retention of talent is critical for our success. Thanks to Board support, KTCOG has been able to provide a robust suite of benefits. The recommended budget includes:

- A 5% COLA for all employees, effective the first pay period of Fiscal Year 2023-2024.
- The recommended budget includes the elimination of the Workforce Youth Program and Special Projects Coordinator position and addition of the Workforce Reentry Program Manager. Position is being filled with existing staff member.

Other new initiatives of note:

- A regional Emergency Shelter and Facility Needs Assessment will be conducted by Hagerty Consulting.
- As identified in the Tar River Regional Hazard Mitigation Plan, Kerr-Tar will work with local Emergency Managers and PIO's to create Regional Public Education and Awareness Materials for Disaster Preparedness.

- Purchase of JobsEQ software to support local economic developers and community partners with demographic and comprehensive labor market data.
- Hold Regional Training Events for Economic Development, Workforce Development, Caregiver Support and Evidence Based Health Programs.
- Continue to grow the “Food As Medicine” aging initiative that works with local health care providers and local non-profits to provide healthy fruits and vegetables to help prevent and manage chronic diseases.

Technical assistance and resource development for member governments continues to be the top priority for staff. All COG members are encouraged to utilize the expertise of the COG staff for projects. The Kerr-Tar Regional Council of Governments is an extension of all of our members and serves as a valuable resource for many projects in the region.

The proposed budget for FY 2023-2024 is within the resources of your Council of Governments.

Respectfully submitted,



Patricia Diane Cox
Executive Director

**KERR-TAR REGIONAL COG
ANNUAL BUDGET ESTIMATE
FUND SUMMARY - REVENUES**

FY 2023-2024

	AMENDED BUDGET <u>22-23</u>	REQUESTED <u>23-24</u>
10 GENERAL FUND	3,846,808	3,663,598
11 AGING FUND	2,625,793	2,631,810
13 WORKFORCE INVESTMENT ACT	1,428,800	515,333
14 MICROENTERPRISE LOAN FUND	-	-
20 DEFEDERALIZED EDA FUNDS	7,200	14,959
22 CARES REVOLVING LOAN FUND	-	-
73 PIVOT LOAN FUND - PERSON CO.	11,147	4,000
TOTALS	7,919,748	6,829,700

FUND SUMMARY - EXPENDITURES

FY 2023-2024

	AMENDED BUDGET <u>22-23</u>	REQUESTED <u>23-24</u>
10 GENERAL FUND	3,846,808	3,663,598
11 AGING FUND	2,625,793	2,631,810
13 WORKFORCE INVESTMENT ACT	1,428,800	515,333
14 MICROENTERPRISE LOAN FUND	-	-
20 DEFEDERALIZED EDA FUNDING	7,200	14,959
22 CARES REVOLVING LOAN FUND	-	-
73 PIVOT LOAN FUND - PERSON CO.	11,147	4,000
TOTALS	7,919,748	6,829,700

**KERR-TAR REGIONAL COG
ANNUAL BUDGET ESTIMATE
GENERAL FUND 10 - REVENUES**

FY 2023-2024

	AMENDED BUDGET 22-23	REQUESTED 23-24
PLANNING	871,179	874,232
Defederalized EDA Funds	7,200	14,959
Micro Loan Fund	-	-
Bunn Zoning	25,000	25,000
CFAT	18,000	18,000
RPO	111,349	111,349
EDA	70,200	70,000
KTREDC	53,000	53,000
Safe Routes to School	69,665	80,000
Regional Agritourism Project	5,500	-
CARES RLF Administration	2,152	-
TA Contracts	58,476	38,000
Granville Co. East Coast Greenway	48,628	-
ARPA Technical Assistance	226,432	124,276
ARPA DR Technical Assistance	145,577	282,148
ARPA DR Financial Administration	-	37,500
Tri-COG Feeds	30,000	20,000
HOUSING REHAB	426,801	485,720
NC DEQ Housing Rehab - ARPA	11,814	-
Granville CO SFR 2022	-	149,824
Franklin CO SFR 2022	-	149,824
Person CO SFR 2020	149,997	-
Vance CO SFR 2020	99,998	-
Warren CO SFR 2021	78,128	149,879
Duke Energy Healthy Homes	-	36,193
Urgent Repair 2021	86,664	-
WIOA	800,797	683,202
WIOA Administration	144,147	145,783
WIOA Adult Program	178,621	127,659
WIOA Youth Program	164,952	123,837
WIOA Dislocated Worker	176,622	127,743
PROWD	111,575	107,148
PROWD Administration	-	51,032
WIOA Business Services	20,000	-
WIOA Infrastructure	4,880	-
AGING	1,567,643	1,425,384
Aging - P&A	170,900	182,591
Aging - IIID	23,635	24,914
Aging - Ombudsman	108,303	128,700
Aging - Elder Abuse	3,922	3,929
Aging - Caregiver	124,274	125,098
Aging - AAA	48,263	48,263
Aging - Medicare SHIIP	10,000	5,000
Aging - MIPPA	28,517	19,299
Aging - NCDOT	300,000	270,000
ARPA - P&A	81,291	81,291
ARPA - Caregiver	55,833	55,833
ARPA - Ombudsman	10,774	8,500
ARPA - Nutrition	300,002	223,460
ARPA Supportive Services	45,000	30,000
ARPA - IIID	16,966	16,966
ARPA - Food as Medicine	201,540	201,540
HDC5 - Nutrition	13,216	-
US Aging Vaccine Grant	26,207	-
LCA/CRC	1,000	-
Member Assessments	147,122	151,724
Miscellaneous	33,466	43,336
Miscellaneous Contracts & Revenue	33,466	43,336
Interest	-	-
10 GENERAL FUND	3,846,808	3,663,598

**KERR-TAR REGIONAL COG
ANNUAL BUDGET ESTIMATE
GENERAL FUND 10 - EXPENDITURES**

FY 2023-2024

	AMENDED BUDGET 22-23	REQUESTED 23-24
PLANNING	970,291	973,569
Defederalized EDA Funds	7,200	14,959
Micro Loan Fund	-	-
Bunn Zoning	25,000	25,000
CFAT	22,500	22,500
RPO	139,186	139,186
EDA	117,000	117,000
KTREDC	53,000	53,000
Safe Routes to School	87,081	100,000
Regional Agritourism Project	5,500	-
TA Contracts	58,476	38,000
CARES RLF Administration	2,152	-
Granville County East Coast Greenway	51,187	-
ARPA Technical Assistance	226,432	124,276
ARPA DR Technical Assistance	145,577	282,148
ARPA DR Financial Administration	-	37,500
Tri-COG Feeds	30,000	20,000
HOUSING REHAB	426,601	485,720
NC DEQ Housing Rehab - ARPA	11,814	-
Granville CO SFR 2022	-	149,824
Franklin CO SFR 2022	-	149,824
Person CO SFR 2020	149,997	-
Vance CO SFR 2020	99,998	-
Warren CO SFR 2021	78,128	149,879
Duke Energy Healthy Homes	-	36,193
Urgent Repair 2021	86,664	-
WIOA	800,797	683,202
WIOA Administration	144,147	145,783
WIOA Adult Program	178,621	127,659
WIOA Youth Program	164,952	123,837
WIOA Dislocated Worker	176,622	127,743
PROWD	111,575	107,148
PROWD Administration	-	51,032
WIOA Business Services	20,000	-
WIOA Infrastructure	4,880	-
AGING	1,627,634	1,521,105
Aging - P&A	216,027	230,807
Aging - IIID	26,261	27,682
Aging - Ombudsman	118,105	143,000
Aging - Elder Abuse	4,358	4,366
Aging - Caregiver	124,274	125,098
Aging - AAA	48,263	48,263
Aging - Medicare SHIP	10,000	5,000
Aging - MIPPA	28,517	19,299
Aging - NCDOT	300,000	300,000
ARPA - P&A	81,291	81,291
ARPA - Caregiver	55,833	55,833
ARPA - Ombudsman	10,774	8,500
ARPA - Nutrition	300,002	223,460
ARPA Supportive Services	45,000	30,000
ARPA - IIID	16,966	16,966
ARPA - Food as Medicine	201,540	201,540
HDC5 - Nutrition	13,216	-
US Aging Vaccine Grant	26,207	-
LCA/CRC	1,000	-
Miscellaneous	21,485	-
Miscellaneous Expenses	21,485	-
10 GENERAL FUND	3,846,808	3,663,598

**KERR-TAR REGIONAL COG
ANNUAL BUDGET ESTIMATE
OTHER FUNDS - REVENUES**

FY 2023-2024

	AMENDED BUDGET 22-23	REQUESTED 23-24
11 AGING FUND	2,625,793	2,631,810
Aging - HCCBG	2,049,058	2,094,495
Aging - Legal Services	9,529	11,111
Aging - Senior Center Gen Purpose	72,758	72,758
Aging - Caregiver	18,105	19,000
Aging - NSIP	96,000	96,000
Aging - ARPA	371,897	330,000
Aging - ARPA - Legal	8,446	8,446
13 WIOA FUND	1,428,800	515,333
WIOA Adult	450,000	37,000
WIOA Youth	400,000	150,000
WIOA Dislocated Worker	300,000	25,000
WIOA DW COVID 19	60,000	-
PROWD	200,000	303,333
Incumbent Worker Contracts	18,800	-
14 MICROENTERPRISE LOAN FUND	-	0
Interest on Loans	-	-
20 DEFEDERALIZED EDA FUNDS	7,200	14,959
Interest/Fees on Loans	7,200	14,959
22 CARES REVOLVING LOAN FUND	-	0
Interest on Loans	-	-
73 PIVOT LOAN FUND - PERSON CO.	11,147	4,000
Pivot Loan Payments	11,147	4,000
10 GENERAL FUND	4,072,340	3,166,102

**KERR-TAR REGIONAL COG
ANNUAL BUDGET ESTIMATE
OTHER FUNDS - EXPENDITURES**

FY 2023-2024

	AMENDED BUDGET 22-23	REQUESTED 23-24
11 AGING FUND	2,625,793	2,631,810
Aging - HCCBG	2,049,058	2,094,495
Aging - Legal Services	9,529	11,111
Aging - Senior Center Gen Purpose	72,758	72,758
Aging - Caregiver	18,105	19,000
Aging - NSIP	96,000	96,000
Aging - ARPA	371,897	330,000
Aging - ARPA - Legal	8,446	8,446
13 WIOA FUND	1,428,800	515,333
WIOA EDSI Adult	450,000	37,000
WIOA EDSI Youth	300,000	112,500
WIOA VGCC ACT Youth	100,000	37,500
WIOA EDSI DW	300,000	25,000
PROWD - Eckerd Connects	200,000	303,333
Incumbent Worker Contract -Dill Air Control	10,000	-
Incumbent Worker Contract -Palziv	8,800	-
WIOA EDSI DW COVID 19	60,000	-
14 MICROENTERPRISE LOAN FUND	-	0
Fund Transfer to Fund 10	-	-
20 DEFEDERALIZED EDA FUNDS	7,200	14,959
Fund Transfer to Fund 10	7,200	14,959
22 CARES REVOLVING LOAN FUND	-	-
Fund Transfer to Fund 10	-	-
73 PIVOT LOAN FUND - PERSON CO.	11,147	4,000
Payments Transferred to PC	11,147	4,000
OTHER FUNDS	4,072,940	3,166,102

INDIRECT COST PLAN

ADMINISTRATIVE INDIRECT COSTS		PROGRAMMATIC INDIRECT COSTS	
LONGEVITY BONUS	5,650		
FICA	82,463	233,161	
GROUP INSURANCE	148,584	101,518	
RETIREMENT	138,947	334,679	
RETIREMENT SUPPLEMENT	21,559		
UNEMPLOYMENT	2,131	38,500	9,600
RETIREE BENEFITS	70,000	7,500	4,500
TOTAL FRINGE BENEFITS	469,334	15,000	3,000
		1,500	37,000
		22,000	8,000
		10,565	9,200
		25,577	2,000
		10,000	48,120
		18,600	8,000
		1,000	0
		25,000	10,000
		175,242	139,420
GROSS SALARIES	1,077,945		
BONUS	-		
TOTAL SALARIES	1,077,945		
TOTAL ADMINISTRATIVE INDIRECT COSTS	4,500	509,541	175,420
TOTAL PROGRAMMATIC INDIRECT COSTS	4,500	42,051.85	11,970.00
ADMINISTRATIVE INDIRECT RATE	0.42%		
PROGRAMMATIC INDIRECT RATE	1.11%		
DIRECT SALARIES	844,784		
FRINGE BENEFITS	367,817		
TOTAL BASE	1,212,601		
TOTAL INDIRECT RATE	5.15%		
FY2023 BUDGET	53,000.00		
VARIANCE	0.60%		