

FISCAL YEAR 2024 DRAFT BUDGET

**Hampton Roads Planning District Commission
Hampton Roads Transportation Planning Organization**

May 18, 2023

**Robert A. Crum, Jr.
Executive Director**



FY 2024 Budget

- Covers time frame from July 1, 2023 to June 30, 2024
- April 20: Personnel and Budget Committee meeting to develop recommendation
- May 3: CAO Committee
- May 18: HRPDC and HRTPO Boards to consider approval



Personnel and Budget Committee

- Mayor Doug Pons, Williamsburg HRPDC Chair
- William McCarty, Isle of Wight HRTPO Chair
- Mayor Shannon Glover, Portsmouth HRPDC Vice Chair
- Mayor Gordon Helsel, Poquoson HRTPO Vice Chair
- Randy Keaton, Isle of Wight HRPDC Treasurer
- Chris Price, Chesapeake CAO - Southside
- Randy Wheeler, Poquoson CAO – Peninsula

Documents Available in P&B Agenda

- Historical Budget Trend of Revenues and Expenditures
- Revenue Sources FY2020 – FY2024
- Expenditures FY2020 – FY2024
- HRPDC/HRTPO FY2023/24 Summary Budget Comparison
- Fund Balance Report Comparison FY2022 to FY2023
- Member Dues and State Allocation Trends FY2000 to FY2024
- Local Jurisdiction Contributions Proposed FY 2024 Summary
- FY2024 Operating Revenue Budget Pie Chart
- FY2024 Operating Expenditure Pie Chart
- Reserves (FY2022)
- Cost Share by Locality for Per Capita Dues Rate Increase



Pass - Through/Operating Revenues

- Pass-Through – pass through to outside entities to purchase regional supplies for our localities or to support regional projects or initiatives
- Pass-Through Revenues projected to be \$36.9 M in FY2024
- Increased requests for HRPDC to serve as fiscal agent
 - VATI (broadband)
 - Housing
 - askHRgreen
 - Water Resources (sensors and studies)
 - Emergency Management Equipment Purchases
 - Federal Infrastructure Program Opportunities

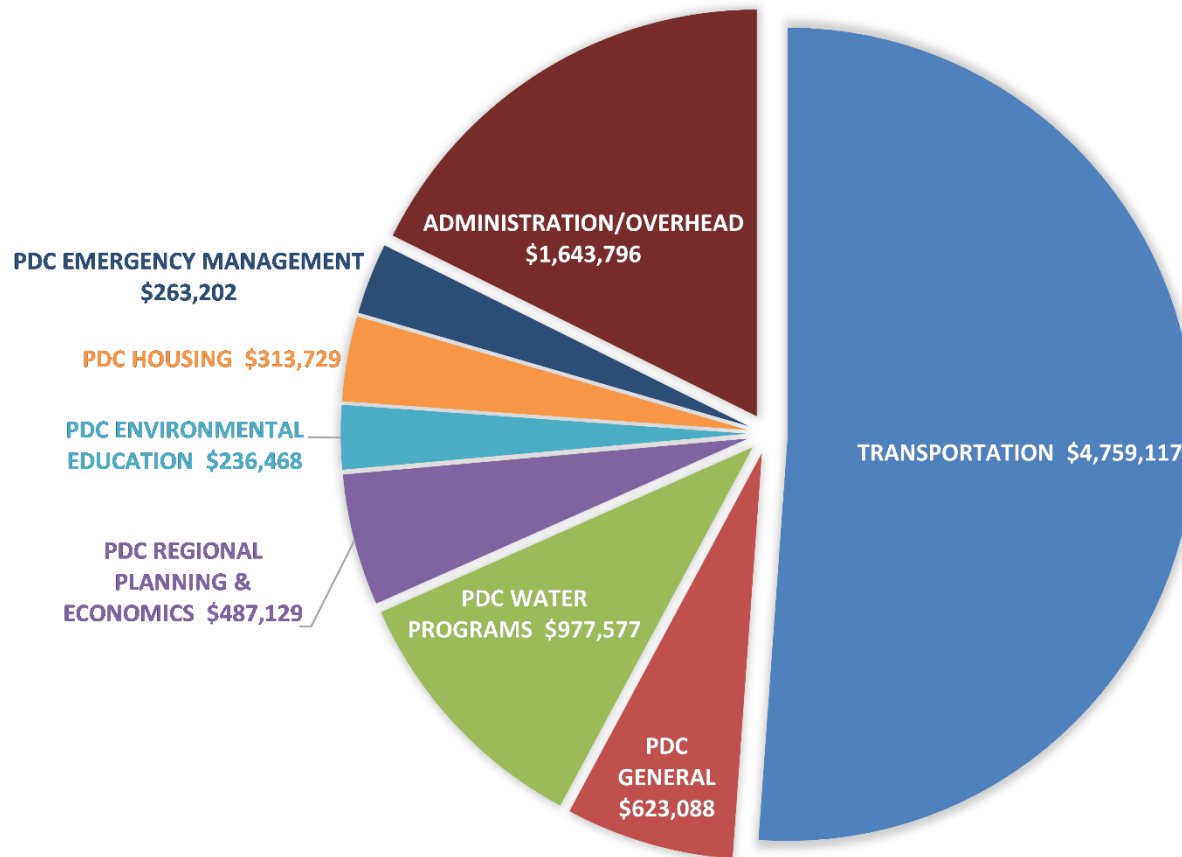


Member Dues and State Allocation Trends

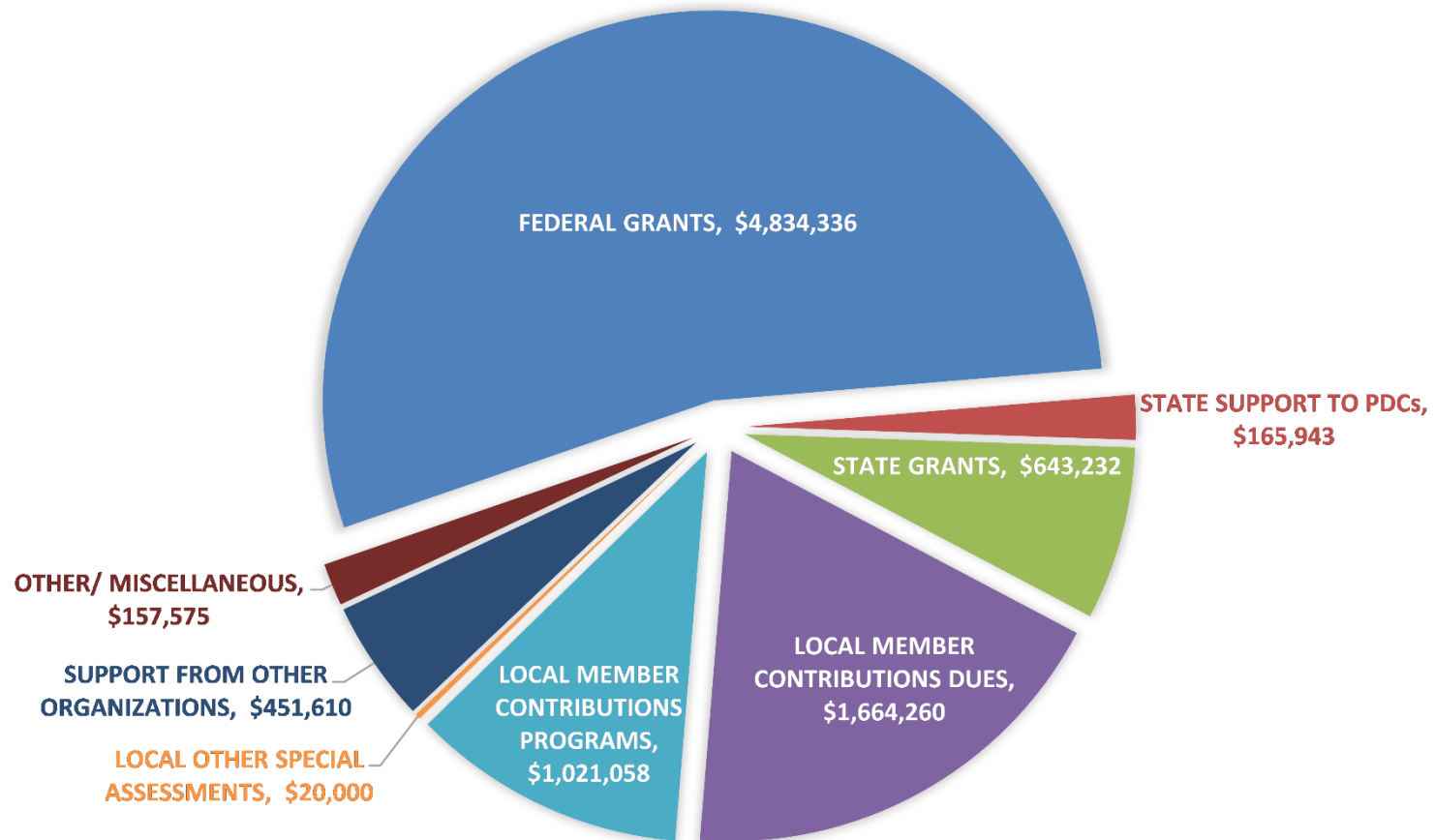
FY	MEMBER DUES PER CAPITA	MEMBER DUES AMOUNT	STATE ALLOCATION	TOTAL
2000	0.470	716,374	356,628	1,073,002
2001	0.470	720,041	366,628	1,086,669
2002	0.520	818,897	358,625	1,177,522
2003	0.520	818,897	325,472	1,144,369
2004	0.520	818,901	326,663	1,145,564
2005	0.620	986,420	293,999	1,280,419
2006	0.820	1,304,620	293,995	1,598,615
2007	0.820	1,330,696	293,995	1,624,691
2008	0.820	1,338,739	279,295	1,618,034
2009	0.820	1,341,946	275,106	1,617,052
2010	0.820	1,346,171	253,879	1,600,050
2011	0.820	1,342,835	132,124	1,474,959
2012	0.820	1,362,766	151,943	1,514,709
2013	0.800	1,329,440	151,943	1,481,383
2014	0.800	1,339,935	151,943	1,491,878
2015	0.800	1,358,370	151,943	1,510,313
2016	0.800	1,366,797	151,943	1,518,740
2017	0.800	1,372,414	151,943	1,524,357
2018	0.800	1,380,622	151,943	1,532,565
2019	0.800	1,383,252	151,943	1,535,195
2020	0.800	1,381,541	151,943	1,533,484
2021	0.800	1,383,287	151,943	1,535,230
2022	0.850	1,477,735	165,943	1,643,678
2023	0.900	1,574,700	165,943	1,740,643
2024	***0.950	1,664,260	165,943	1,830,203

*** Proposed Increase

FY2024 Operating Expenditure Budget



FY2024 Operating Revenue Budget



Regional Building and Grounds

- Work Completed
 - Information Monitors
 - Upgrades to building HVAC system
 - Agency Vehicle
 - Conversion of traditional lighting to LED fixtures
 - Improvements to 757 Meeting Room
 - Fire Detection System
 - Office Painting
 - Stormwater pond
 - Replacement of Phone System (in progress)
 - Carpet Replacement (programmed for August)

Additional Expenses - FY2024

- Web Site Updates \$80,000
- Diversity, Equity and Inclusion Staff Member \$85,000 salary
plus DEI program expenses not including fringe and benefits \$50,000
- Carpet \$141,000
- Geographic Information System Investments \$97,000
- Telephone System Lease \$17,920 annually

Total: \$470,000

Health Insurance Premiums increased by \$22,692
increase for Organization

Regional Building Maintenance and Repair Needs

Future Projects Not Included in the FY 2024 Budget

1) Skylights (leaking problem):	\$ 45,000
2) Parking Lot Replacement Needed in Next Two Years:	\$ 100,000
3) Original Building Window Replacement	<u>\$ 50,000</u>
Total	\$ 195,000

Challenges

- Lack of flexible funding streams
- Staff Salaries/Retention
- Regional Building/Facilities
- Technology
- Cash Flow – match for grants
- Cash Flow – to front monies for program and construction grants

Dedicated Funding Sources

- Transportation
- Water Resources and Resiliency
- askHRgreen (environmental education)
- Emergency Management
- Housing
- Grants to Special Projects

These funds can not be shifted to support new assignments
Staff are supported by charging hours to these program areas

These dedicated funding sources represent 75% of our revenue

Non-Dedicated Funding Sources (25% of Revenues)

Core Programs

- Regional Planning & Economics
- Diversity, Equity and Inclusion Program
- Communications
- Administration

Special Project Assignments

- Violence and Crime Mayors Roundtable
- Regional Fiber Network
- Regional Legislative Affairs
- Jefferson Lab
- Regional Air Service Strategy
- BoAT Trail Project Management
- Grantsmanship

Staff Support for Partner Organizations

- Hampton Roads Transportation Accountability Commission*
- Southside Network Authority*
- Hampton Roads Military and Federal Facilities Alliance*

*Staff time billed and reimbursed on an hourly basis – full costs reimbursed including indirect rate

Proposed FY2024 Operating Budget

- \$7,394,183 proposed for FY2024
- Majority of Operating Budget related to Personnel-related costs (82%)

FY 2024 Budget Proposal

- Increases the member per capita dues rate from 0.90 to 1.00 per capita
- State base allocation budgeted to remain at \$165,943
- Provides for a 5% general wage increase for staff effective July 1, 2023

Cost Share by Locality for Per Capita Dues Rate Increase

	Weldon-Cooper 7/1/2022 Census Population						
JURISDICTION	Updated		Current	Proposed	Difference	Proposed	Difference
			\$0.90	\$0.95		\$1.00	
Chesapeake	251,959		\$226,763	\$239,361	\$12,598	\$251,959	\$25,196
Franklin	7,987		\$7,188	\$7,588	\$400	\$7,987	\$799
Gloucester County	38,799		\$34,919	\$36,859	\$1,940	\$38,799	\$3,880
Hampton	136,387		\$122,748	\$129,568	\$6,820	\$136,387	\$13,639
Isle of Wight County	31,417		\$28,275	\$29,846	\$1,571	\$31,417	\$3,142
James City County	79,488		\$71,539	\$75,514	\$3,975	\$79,488	\$7,949
Newport News	183,504		\$165,154	\$174,329	\$9,175	\$183,504	\$18,350
Norfolk	237,770		\$213,993	\$225,882	\$11,889	\$237,770	\$23,777
Poquoson	12,624		\$11,362	\$11,993	\$631	\$12,624	\$1,262
Portsmouth	96,700		\$87,030	\$91,865	\$4,835	\$96,700	\$9,670
Smithfield	8,533		\$7,680	\$8,106	\$426	\$8,533	\$853
Southampton County	17,913		\$16,122	\$17,017	\$895	\$17,913	\$1,791
Suffolk	99,179		\$89,261	\$94,220	\$4,959	\$99,179	\$9,918
Surry County	6,492		\$5,843	\$6,167	\$324	\$6,492	\$649
Virginia Beach	455,385		\$409,847	\$432,616	\$22,769	\$455,385	\$45,538
Williamsburg	16,224		\$14,602	\$15,413	\$811	\$16,224	\$1,622
York County	71,491		\$64,342	\$67,916	\$3,574	\$71,491	\$7,149
	1,751,852		\$1,576,668	\$1,664,260	\$87,592	\$1,751,852	\$175,184

Recommended Action:

- Approval of the proposed FY2024 Budget as Recommended by the Personnel and Budget Committee, with an increase in the Member Per Capita Dues Assessment from 0.90 to 1.00