

Coastal Regional Commission

Darien, Georgia

FY 2016 Annual Work Program & Budget



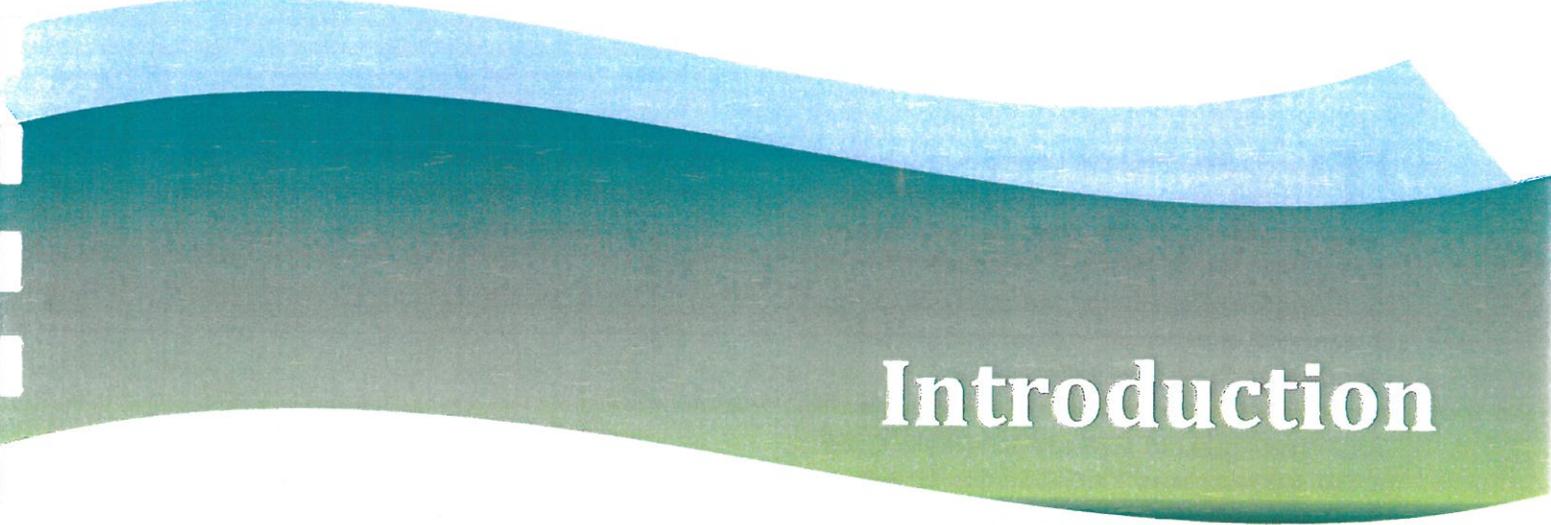


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Introduction

Government Profile

Council Members

Regional Profile

Staff Organizational Chart

Executive Management Team



Government Profile

The Coastal Regional Commission (CRC) is a regional governmental entity with the purpose to create, promote, and foster the orderly growth, economic prosperity, and continuing development of the industrial, civic, commercial, educational, natural, and human resources of the Region and member communities. The enactment of the Georgia State Planning Act of 1989 and the Official Code of Georgia Annotated (OCGA) Section 50-8-31 et al is the basis of the Coastal Regional Commission's existence.

There are 12 Regional Commissions in the state of Georgia. Coastal Regional Commission's boundaries include Bryan, Bulloch, Camden, Chatham, Effingham, Glynn, Liberty, Long, McIntosh, and Screven counties.

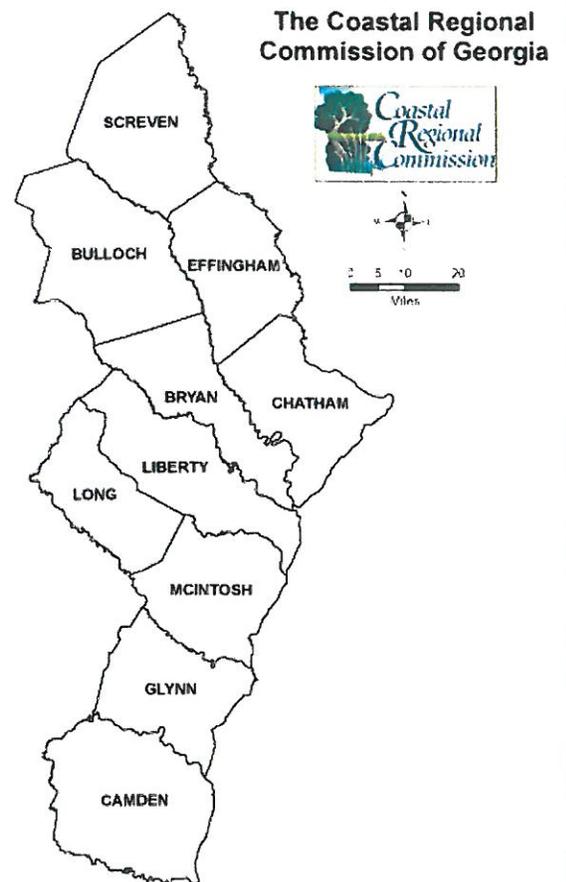
The Commission functions as the regional planning entity for land use, economic development, environmental, transportation, historic preservation planning, coordinated transportation, and services for the elderly, persons with disabilities, and their caregivers.

The Commission is an organization constituted to serve its members and shall be member driven. Membership in the Commission consists of each municipality and county within the territorial boundaries of the Commission.

There are thirty-nine (39) members on the Council that establish policy and direction for the Commission and perform such other functions as may be provided or authorized by law.

The Council appoints an Executive Director, who is the chief administrative officer of the Commission. The Executive Director is

responsible to the Council for the administration of the Commission's affairs and for implementing policy directives of the Council.





The Coastal Regional Commission is governed by ten counties and 35 cities that are known as the Coastal Region of Georgia.

Bryan County

Pembroke
Richmond Hill

Bulloch County

Brooklet
Portal
Register
Statesboro

Camden County

Kingsland
St. Marys
Woodbine

Chatham County

Bloomington
Garden City
Pooler
Port Wentworth
Savannah
Thunderbolt
Tybee Island
Vernonburg

Effingham County

Guyton
Rincon
Springfield

Glynn County

Brunswick

Liberty County

Allenhurst
Flemington
Gumbranch
Hinesville
Midway
Riceboro
Walthourville

Long County

Ludowici

McIntosh County

Darien

Screven County

Hiltonia
Newington
Oliver
Rocky Ford
Sylvania



Mayor Jim Thomas, CRC Council Chairman
Mayor, City of Hinesville

Chairman Jimmy Burnsed, CRC Council Vice-Chairman
Bryan County Commission

Vacant, CRC Secretary

CRC Council Members

BRYAN COUNTY

Chairman Jimmy Burnsed
Bryan Co. Commission

Mayor Harold Fowler
City of Richmond Hill

Sean Register
Non-Public

BULLOCH COUNTY

Commissioner Walter Gibson
Bulloch Co. Commission

Mayor Jan Moore
City of Statesboro

Vacant

Post Secondary Education

CAMDEN COUNTY

Chairman Jimmy Starling
Camden Co. Commission

Mayor John F. Morrissey
City of St. Marys

Craig Root
Non-Public

CHATHAM COUNTY

Vice Chairman Pricilla Thomas
Chatham Co. Commission

Mayor Edna Jackson
City of Savannah

Chris Blaine
Non-Public

Two Vacancies

EFFINGHAM COUNTY

Commissioner Reggie Loper
Effingham Co. Commission

Mayor Ken Lee
City of Rincon

Herb Jones
Non-Public

GLYNN COUNTY

Chairman Dale Provenzano
Glynn Co. Commission

Commissioner Julie Martin
City of Brunswick

David Boland
Non-Public

Shaw McVeigh
Non-Public

LIBERTY COUNTY

Chairman Donald Lovette
Liberty Co. Commission

Mayor Jim Thomas
City of Hinesville

Vacant
Non-Public

Allen Brown
Non-Public

LONG COUNTY

Chairman Dwight Gordon
Long Co. Commission

Gwendolyn Davis
City of Ludowici

William Miller
Non-Public

MCINTOSH COUNTY

Chairman Kelly Spratt
McIntosh Co. Commission

Mayor Hugh Hodge
City of Darien

Vacant
Non-Public



**CRC Council Members,
cont.**

SCREVEN COUNTY

Commissioner J.C. Warren
Screven Co. Commission

Mayor Margaret D. Evans
City of Sylvania

Pat Bazemore
Non-Public

**STATE OF GEORGIA
APPOINTMENTS**

Tom Ratcliffe
Dan Coty
Chap Bennett
Charles Wilson
Vacant

EX-OFFICIO MEMBERS

Clarence Knight
City of Kingsland

Dina McKain
Fort Stewart

Dorothy Glisson
Screven County

Ron Elliot
Fort Stewart



Regional Profile

Climate

The coastal region boasts an attractive subtropical climate with winter temperatures mainly in the 50s during the day and only approximately 20 days of freezing weather. Summer temperatures usually reach between 80 and 90 with 60 – 75% humidity.

Economy

Port-related distribution is a major economic generator with the Georgia Ports Authority listed as one of the strongest ports in the country.

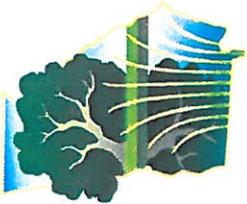
The University System of Georgia campuses in the region continue to act as economic engines. The Universities in the region include Georgia Southern University, Armstrong Atlantic State University, College of Coastal Georgia and Savannah State University.

Tourism is another resource that proves to be very important in the promotion of Georgia's Coast. Treasures such as historic forts King George, Pulaski, and McAllister, state parks, waterfronts and islands, historic Downtown Savannah, various film and motion picture sites throughout the region continued to make Coastal Georgia an attractive and inexpensive destination for tourists.

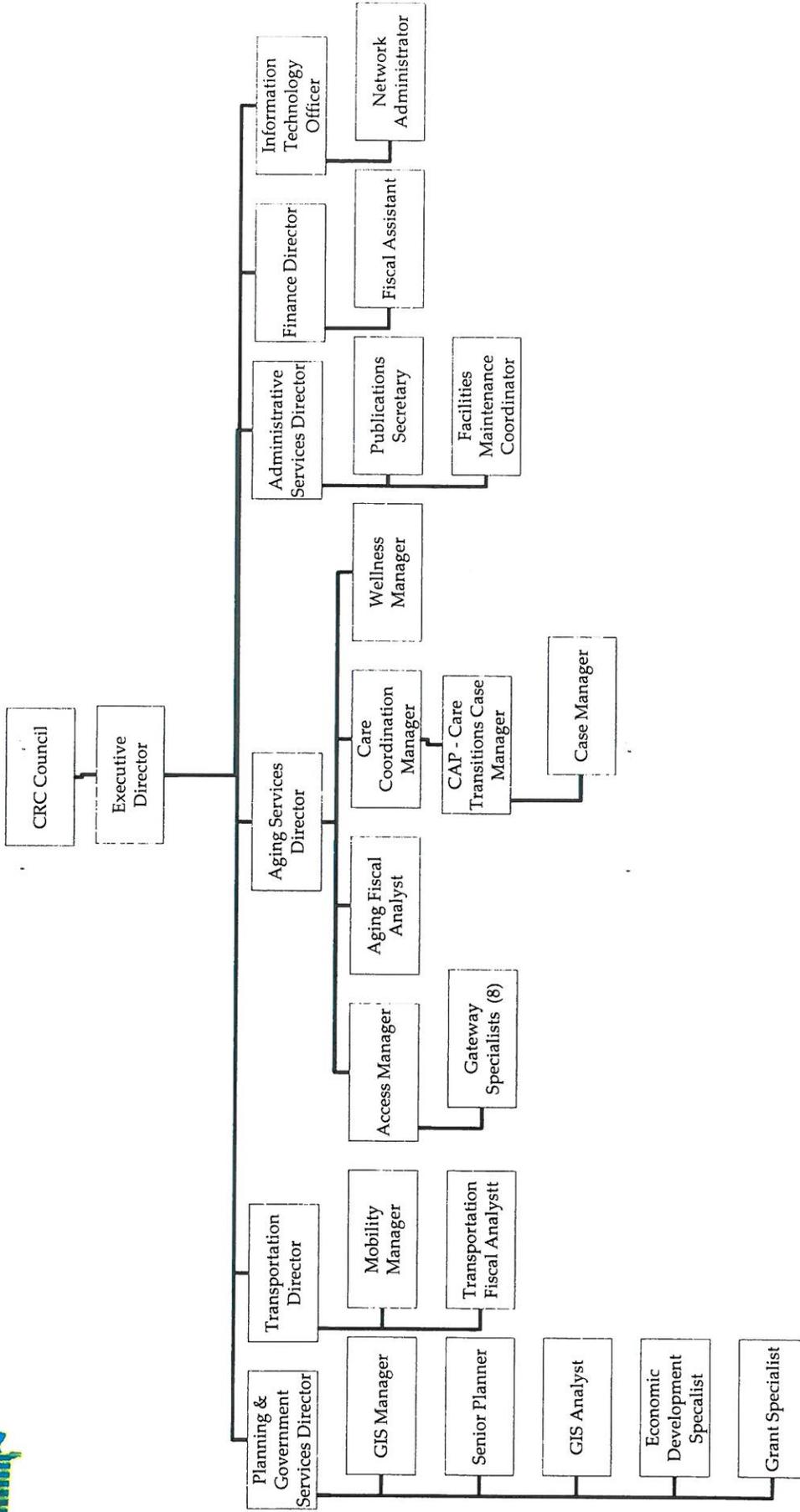
Military installations such as Fort Stewart / Hunter Army Airfield (HAAF), Kings Bay Naval Submarine Base and the Federal Law Enforcement Training Center continue to contribute substantially to the region's economy.

While respecting the natural resources of Georgia's Coast, the region has managed to continue to provide job opportunities and quality of life for many families.





CRC Staff Organizational Chart





CRC Executive Management Team



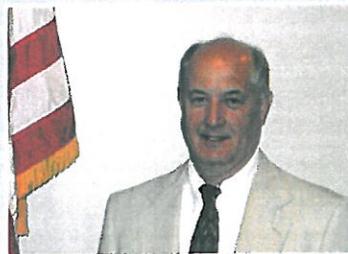
Allen Burns, Executive Director
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Colletta Harper, Administrative Services Director
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Dionne Lovett, Aging Services Director
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Don Masisak, Transportation Director
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Lena Geiger, Financial Services Director
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Brandon Westberry, Chief Technology Officer
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Lupita McClenning, Planning & Government
Services Director
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Budget Message



Budget Message



To: CRC Council Members

It is our pleasure to present a balanced 2016 Work Program and Budget. Included herein is a work program narrative describing the anticipated activities by our respective departments, a budget summary by individual department, and the total proposed FY 2016 Operating and Capital Budget of the Coastal Regional Commission.

The total proposed 2016 Operating and Capital Budget is \$12,119,944 consisting of \$5,488,096 for Aging Services, \$5,301,020 for Coordinated Transportation, \$789,948 for Planning/GIS/Economic Development Services and the General Fund budget of \$543,879. This budget compares to the 2015 Final Budget of \$13,712,609, representing a net decrease of 11.6 %. This decrease is due to the reduction of one-time funding for the completion of the Brigade Base Remediation Project.

Local dues are budgeted at \$851,253 for FY 16, as compared to \$703,921 for FY 15. State law requires that all local governments remit the dues established by the CRC Council. The CRC Council approved a rate increase of \$0.30 per capita, effective April 1, 2015, above the \$1.00 per capita minimum, as required by state law. This increase was put in place to re-build our reserves, based on our auditor's recommendation. CRC's membership dues are assessed at \$1.30 per capita, based on the 2010 census population of 654,810.

Consistent with last year, the budget includes provision for an annual merit raise, budgeted up to 3%. Merit increases will be effective, based on the employee's evaluation, at the date of each employee's performance review. There is no cost of living (COLA) budgeted for FY 2015. Due to the economy, the CRC has not given employees a COLA since 2008.

Priorities and Issues

The CRC's unassigned fund balance is dangerously low, after sustaining several years of losses in the public transit program. As required by our By-Laws, we are to maintain an unassigned fund balance greater than 5% of budgeted revenues. We have projected our unassigned fund balance, as of July 1, 2015 to be \$714,371. That equates to be 5.89% of the budgeted revenues for FY 16.

We are committed to rebuilding the unassigned fund balance, and this year's budget projects \$337,117 for that purpose. Included is the additional revenue of \$0.30 per capita (\$196,443) in membership dues, as well as savings over \$120,000 in membership dues that was supporting the transit program in FY 15.

The sustainability of the transportation program continues to be a major concern and priority. As we move forward in this new fiscal year, we anticipate that the re-structure of the call center operations will reduce over-all operating costs, while providing in-kind revenue for space and

equipment leases that can be used to match available GDOT funding. We are transferring the burden of the required 10% farebox revenue to the sub-contractors and proposing that our county governments provide in-kind support for maintenance and insurance, in lieu of the farebox deficit, which will also allow us to maximize available GDOT funding.

We are focused on efficiencies, system safety, reliability and working with our local partners to develop a reliable and efficient transit system that will help provide more options for the residents of the Coastal region.

Items of special note follow:

Aging Department

The Aging Department's budget decreased by \$312,990, as compared to the 2015 Final Budget. This decrease is based on the Division of Aging's Area Plan allocation for FY16. Changes in allocations are common, with several budget amendments each year. All services are based on federal and state funding and budgets are adjusted accordingly.

We have several new successful projects, such as Care Transitions and the Tools for Life Lab and are exploring new and innovative ways to offer services. The department is committed to look for new grant opportunities to support services for the Elderly and Disabled.

Coordinated Transportation

The Transportation Department's budget has a net increase of \$610,581, as compared to the 2015 Final Budget. This increase is attributable to capital funding for vehicle replacement, as well as costs saving measures.

We anticipate with the draw-down of all available DHS and GDOT funding, we will be able contribute \$36,345 to the general fund reserve.

Planning, GIS, Economic Development and Local Government Services

The Planning and Economic Development Department's budgets have been combined for FY 16 and have a net decrease of \$2,215,455, as compared to the 2015 Final Budget. The majority of this decrease is related to the second round of funding for the Brigade Base Remediation project.

We are committed to providing our member governments technical assistance with Planning, GIS and Economic Development services through a variety of projects, such as leadership

development, GIS tailored to the member's needs, continuing education, targeted industry analysis for economic development and grant writing/administration.

Internal Service Fund (Indirect and Fringe Benefit Costs)

Total indirect costs have increased by \$74,311, as compared to the Final Budget for FY 2015. This is related to filling the open position in IT, as well as budgeted merit increases. We continue to make significant efforts to reduce overall costs within the Internal Service Fund and costs are consistent with prior year's history.

With the reduction of staff in the call center, chargeable salaries are lower than FY15. Since the indirect rate is a ratio of indirect cost to chargeable salaries, we will see an increased rate for FY16. The indirect cost rate, as presented for FY 16, is 64.35%. This compares to the final budgeted FY 15 rate of 53.41% and an FY14 actual rate of 63.90%.

Total fringe benefits costs have decreased by \$64,658, as compared to the Final Budget for FY 15. The decrease is related to the staff reductions in the call center. The fringe benefit rate as presented for FY 16 is 43.14%. This compares to the budgeted FY 15 fringe rate of 45.98% and an FY 14 actual rate of 45.19%.

General Fund

The general fund budget has a net increase of \$324,800, as compared to the Final Budget for FY 15. The majority of the increase is attributable to the increase in membership dues. Other additional revenue includes the net rental income from the Brunswick offices. General fund expenses are largely funded through membership dues.

We have included \$300,772 from the general fund to re-build the general reserve. As required by our By-Laws, we have to maintain an unassigned fund balance greater than 5% of budgeted revenues. For budgeted revenues of \$12,119,944, we will need to have a minimum of \$605,997 in our reserve. We estimate that we will have \$714,371 in unassigned funds at the end of FY15. This would equate to 5.89% of the budgeted revenue for FY 2016.

Conclusion

I would like to take a moment to thank the Council for their guidance and support throughout the year. We are strategically looking forward, while remaining cautious, to make our coastal communities the best place to live, work, play and grow old. We will continue to engage with our citizens, partner with our stakeholders, and strategically invest in efforts to strengthen our community.

The preparation of this budget has been a collaborative effort involving the Executive Management Team and Finance staff. I would like to thank all of the employees of the Commission who have contributed to make the FY 2016 budget a reality.

Recommendation of Executive Director

I recommend that the Coastal Regional Commission Council approve the FY 2016 Operating and Capital Budget.

Sincerely,

A handwritten signature in blue ink, appearing to read "Allen Burns", with a long horizontal flourish extending to the right.

Allen Burns, Executive Director



Budget Summary



Agency Wide Budget Summary

Agency Wide Revenues

Agency Wide Expenditures

Fund Balance



Budget Summary

Coastal Regional Commission FY 2016 Budget Agency Wide Budget Summary

	FY 13 Actual	FY 14 Actual	FY 15 Projected	FY 16 Budget	Percent Change
# of Full-time Equivalent	37	37	37	32	-13.55%
Revenue					
Federal	\$ 8,931,745	\$ 8,790,403	\$ 9,541,908	\$ 7,623,571	-20.10%
State	2,793,629	2,675,518	2,749,751	2,836,926	3.17%
Local/Other	615,822	648,630	717,029	808,194	12.71%
Membership Dues	654,809	654,810	703,921	851,253	20.93%
Total Revenue	\$ 12,996,005	\$ 12,769,361	\$ 13,712,609	\$ 12,119,944	-11.61%
Expenses					
Salaries & Benefits	\$ 2,302,294	\$ 2,173,756	\$ 2,361,370	\$ 2,252,056	-4.63%
Contractual	7,423,575	6,940,304	9,028,922	6,852,489	-24.11%
Utilities/Telecommunications	102,680	210,484	175,642	183,940	4.72%
Insurance & Liability	52,060	38,450	41,200	41,200	0.00%
Vehicle Expenses	1,576,076	1,420,324	1,035,711	1,269,000	22.52%
Materials & Supplies	44,399	37,531	31,702	27,937	-11.88%
Travel/Meetings & Seminars	168,033	81,254	134,492	102,303	-23.93%
Other Operating Expenses	1,000,464	595,435	641,608	375,507	-41.47%
Capital	660,625	1,607,132	342,012	718,868	110.19%
Total Expenditures	\$ 13,330,206	\$ 13,104,671	\$ 13,792,659	\$ 11,823,302	-14.28%
Excess (deficiency) of revenues	\$ (334,201)	\$ (335,310)	\$ (80,050)	\$ 296,642	470.57%
Fund Balance - Beginning of Year	\$ 1,597,759	\$ 1,263,558	\$ 928,248	\$ 848,198	-8.62%
Fund Balance - End of Year	\$ 1,263,558	\$ 928,248	\$ 848,198	\$ 1,144,840	34.97%

* Estimated % change from FY 15 Projected to FY 16 Budget

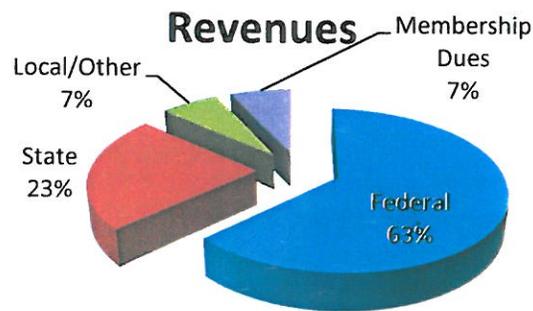


Budget Summary

Agency Wide Revenues

Total projected revenues for FY 2016 are \$12,119,943. This represents a net decrease of 11.65% from projected revenues for FY 2015. The majority of the decrease is due to the one-time federal funds for the Brigade Base Remediation project in 2015.

The graph below represents a break-down, by category, of total projected revenues for FY 2016. Federal and state funding account for 86% of the budget.



Federal Funding

The Commission receives direct federal funding from the U.S. Department of Commerce's Economic Development Administration for Economic Development activities. Funding for Economic Development activities are on-going and contracts are renewed every three years.

The Aging and Transportation Departments receives federal funding that is passed through the state of Georgia's Department of Human Services and the Department of Transportation. This is on-going funding and is subject to the states allocation.

State Funding

The Commission receives state funding from several state agencies for Aging, Transportation and Planning services. Georgia funding agencies include:

- Department of Community Affairs for Planning & Government services
- Department of Natural Resources for Historic Preservation services
- Department of Human Services for Aging and Transportation services
- Department of Transportation for Transportation and Planning & Government services

State funding is on-going and subject to the state's allocation.



Budget Summary

Local/Other

Local funding consist of local technical assistance contracts for Planning & Government services, Economic Development services, local government support for Public Transportation and required local match for Aging services.

Other funding consists of interest earned on cash and investment accounts, as well as mileage recovery revenue in the General Fund.

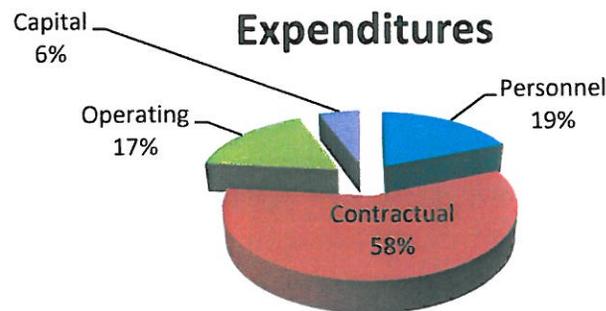
Membership Dues

The Official Code of Georgia § 50-8-30 et seq., mandates that all county and municipal governments within Region 12 are members of the Coastal Regional Commission and that the Commission must assess and collect annual dues (minimum of \$1.00 per capita) for each resident within the region. Member governments are required to pay the dues, in order to remain eligible for any supplemental funding from the state of Georgia. CRC's membership dues are assessed at \$1.30 per capita, based on the 2010 census.

Agency Wide Expenditures

Total projected expenditures for FY2016 are \$11,823,301. This represents a net decrease of 14.3 % from the projected expenditures for FY 2015. All line item expenditures have decreased with the exception of vehicle expenses. Fuel has been increased to allow for the volatility of fuel prices. The fuel budget will be adjusted at mid-year, to current market.

The graph below represents a break-down, by function, of total projected expenditures for FY 2016.



Salaries & Benefits

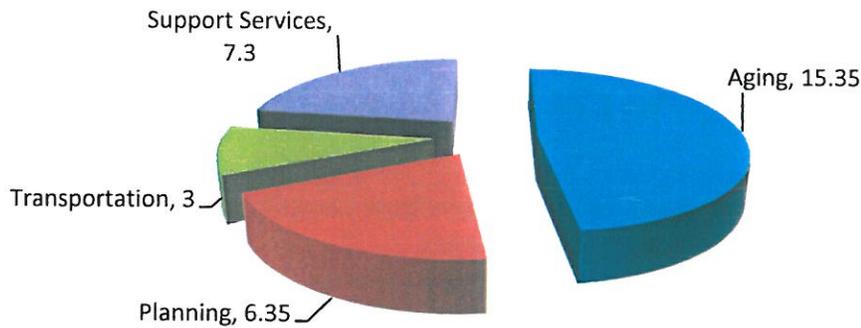
This category includes payroll and benefits for all positions authorized by the council. It includes wages, holiday, paid time off leave, payroll taxes and medical and pension benefits. Salaries account for \$1,573,333 and benefits account for \$678,724 of the total. Consistent with last year, the budget includes provision for an annual merit raise, budgeted up to 3%. Merit increases will be effective, based on the



Budget Summary

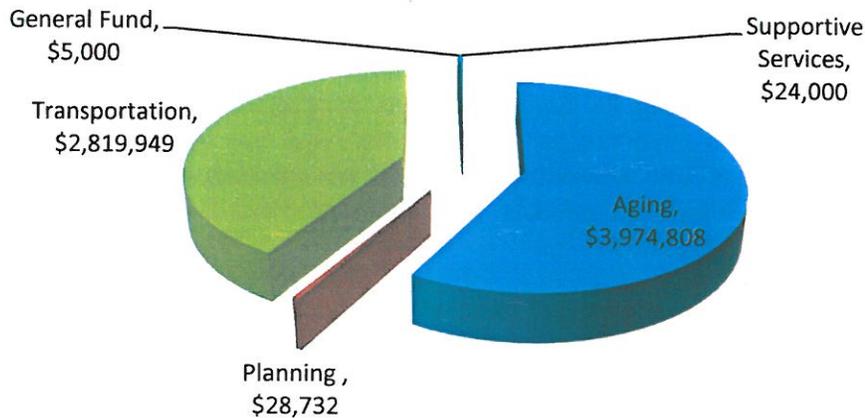
employee's evaluation, at the date of each employee's performance review. The reduction in staff is a result of the restructure of the transportation program, with the call center operation being shifted to the sub-contractor.

The graph below represents a breakdown of staff by department.



Contractual

This category represents services that are sub-contracted through providers and consultants. The graph below represents a breakdown by department.



Utilities/Telecommunications

This category represents expenses for electrical, cable, internet service and phone systems.



Budget Summary

Insurance & Liability

This category represents liability policies, such as Director & Officer's Policy, Flood and Property insurance and Commercial Crime policies.

Vehicle Expenses

This category represents expenses related to the operation of the public transit fleet, as well as the CRC agency fleet. Included are costs for gasoline, vehicle insurance and vehicle maintenance.

Material & Supplies

This category includes costs for postage, office supplies and miscellaneous supplies.

Travel/Meeting & Seminars

This category represents costs associated with employee travel, meetings, seminar registration fees, continuing education, per diem and car mileage expenses.

Other Operating Expenses

This category represents various operating expenses, such as outside printing costs, advertising, dues, computer software and other minor miscellaneous expenses.

Capital

This category captures the capital expenses for vehicle replacements.

Fund Balance

Fund balance is a term used to describe the difference between the assets and liabilities reported in a governmental fund. In February 2009, the Governmental Accounting and Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The standard did not change the total amount of fund balance to be reported, but did substantially alter the categories and terminology used to describe its components. A government's financial statements must report the following classifications of fund balance:

- Non-spendable – amounts that cannot be spent because they are either (a) not is spendable form or (b) legally or contractually required to be maintained intact.
- Restricted – amounts are restricted when constraints have been placed on the use of resources by (a) externally imposed by creditors, grantors, contributors or laws and regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.
- Committed – amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Council. The Council approves committed resources through a motion and vote during the voting session of Council meetings.
- Assigned – amounts that are constrained by the Council's intent to be used for specific purposes, but are neither restricted nor committed. The intent is expressed by the Council.



Budget Summary

- Unassigned – amounts that have not been assigned to other funds and that are not restricted, committed or assigned to specific purposes within the General Fund.

When both restricted and unrestricted amounts of fund balance are available for use for expenditures incurred, it is the Commission’s policy to use restricted amounts first and then unrestricted amounts as they are needed. For unrestricted amounts of fund balance, it is the Commission’s policy to use fund balance in the following order:

- Committed
- Assigned
- Unassigned

The following is a summary of the Commission’s fund balances, as of June 30, 2014, the Commission’s most recent Comprehensive Annual Financial Report.

Fund Balances	General Fund	Special Revenue Fund	Total
Non-spendable:			
Prepays	\$ 83,190		\$ 83,190
Assigned for:			
Aging Services	-	8,430	8,430
Coordinated Transportation		-	-
Comprehensive Planning		10,162	10,162
EB-5		-	-
Unassigned	826,466		826,466
Total Fund Balance	\$ 909,656	\$ 18,592	\$ 928,248



Governmental Fund Budgets



General Fund

Special Revenue Funds

- Aging Services
- Coordinated Transportation
- Planning & Government Services



General Fund

Coastal Regional Commission FY 2016 Budget General Fund

Authorized Positions	FY 13 Actual	FY 14 Actual	FY 15 Projected	FY 16 Budget	Percent Change *
# of Full-time Equivalent	-	-	-	-	
Revenue Source					
Federal	\$ -	\$ -	\$ -	\$ -	
State	-	-	-	-	
Local/Other	184,060	143,570	99,921	147,998	48.12%
Membership Dues	36,117	23,998	116,158	392,881	238.23%
Total Revenues	\$ 220,177	\$ 167,568	\$ 216,079	\$ 540,879	150.32%
Expenditure Category					
Salaries & Benefits	\$ 1,929	\$ -	\$ -	\$ -	
Contractual	12,504	1,725	-	5,000	
Utilities/Telecommunications	7,453	9,298	13,700	24,000	75.18%
Insurance & Liability	10,620	13,450	16,200	16,200	0.00%
Vehicle Expenses	33,437	35,532	33,000	38,000	15.15%
Materials & Supplies	-	-	-	-	
Travel/Meetings & Seminars	1,338	2,354	2,000	2,000	0.00%
Other Operating Expenses	133,360	\$ 130,503	\$214,916	\$104,907	-51.19%
Capital	-	-	-	50,000	0.00%
Total Expenditures	\$ 200,641	\$ 192,862	\$ 279,816	\$ 240,107	-14.19%
Excess (deficiency) of revenues	\$ 19,536	\$ (25,294)	\$ (63,737)	\$ 300,772	-571.90%
Transfers In (Out)	(216,937)	(276,039)	(56,788)	36,345	-164.00%
Fund Balance - Beginning of Year	1,399,589	1,202,188	1,202,188	900,855	-25.07%
Fund Balance - End of Year	\$ 1,202,188	\$ 900,855	\$ 1,081,663	\$ 1,237,972	

* Estimated % change from FY 15 Projected to FY 16 Budget

General Fund

The general fund of the CRC accounts for all financial resources except those required to be accounted for in another fund. Dues from member governments are accounted for in the general fund. Any portion of member dues used as matching funds for grant and contracts are transferred to the special revenue fund. The general fund also accounts for any activity of the CRC that is not allowable for reimbursement under a grant or contractual agreement.



Special Revenue Funds

Area Agency On Aging

Department Mission Statement

The mission of the Aging Services Department is to foster the development of a comprehensive coordinated system of services which promotes the independence and well-being of coastal area older adults and those with disabilities, and to provide these individuals and their caregivers with information and access to needed services.

Overview

The Coastal Regional Commission is the designated Area Agency on Aging (AAA) for the nine county Coastal Georgia region, offering services in Bryan, Bulloch, Camden, Chatham, Effingham, Glynn, Long, Liberty and McIntosh counties. Screven County is not included in the CRC Area Agency on Aging because the county was originally within the boundaries of the Central Savannah River Area Regional Commission and the county's request to transfer aging service administration to the CRC was denied by the Division of Aging Services.

The AAA has the responsibility of addressing aging and long-term care issues within Coastal Georgia's diverse and growing communities. Our priorities and objectives align with the US Administration for Community Living (ACL) and the Georgia Division of Aging Services (DAS) to promote the coordination of services in order to foster dignity, independence, healthy living, and

well-being for seniors, persons with disabilities and their family caregivers. The AAA serves all residents, regardless of income, race or national origin.



The AAA operates on a four-year planning cycle (The Area Plan), and each year this plan is updated to assure that residents have access services. The Area Plan is a comprehensive document that outlines aging programs and services contracted by the AAA for meeting the needs of older persons. In accordance with the Older Americans Act legislation, the AAA has an Advisory Council made up of three representatives from each county in the region, the majority of whom are over age 60. The Council meets quarterly to review AAA



Special Revenue Funds

programs and to provide input regarding service and training needs in the region. The Council has an Executive Committee made up of a Chair, Co-Chair, and a Secretary, and operates under established By-Laws. On official matters requiring action, the Council takes a vote and makes its recommendations to the CRC Council for approval.

Each planning cycle includes the development of a needs assessment of local older adults and their caregivers. The purpose is to develop a demographic trend analysis to effectively estimate the demand for services and activities through the year 2030. The needs assessment along with input from public hearings held throughout the region, callers to the agency's "Gateway" information and referral office, members of the service provider network, and members of the Aging Services Advisory Council assists the AAA in developing and updating the Area Plan.

Services provided through the department are funded through federal and state grants, local dues, and other grant funded contracts.

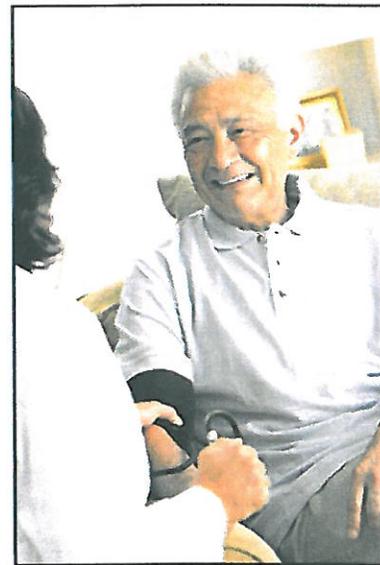
Core services sub-contracted through the CRC AAA include:

- Congregate Meals
- Home Delivered Meals
- Homemaker Services
- Personal Care Services
- Respite Care Services
- Adult Day Care
- Nutritional Education
- Long Term Care Ombudsman

Area Agency On Aging

- Elderly Legal Assistance
- Care Coordination
- GeorgiaCares-State Health Insurance Assistance Program

For more information concerning AAA programs and services, please contact Dionne Lovett, Aging Services Director at 912-437-0840. To refer a senior for services, please contact our Gateway/ADRC office at 800-580-6860.





Special Revenue Funds

Area Agency On Aging

**Coastal Regional Commission
FY 2016 Budget
Area Agency On Aging**

Authorized Positions	FY 13 Actual	FY 14 Actual	FY 15 Projected	FY 16 Budget	Percent Change *
# of Full-time Equivalent	19.0	15.0	14.0	15.4	9.52%
Revenue Source					
Federal	\$ 3,383,980	\$ 3,179,380	\$ 3,326,041	\$ 3,026,013	-9.02%
State	2,234,738	2,063,005	2,205,130	2,197,588	-0.34%
Local	181,711	127,789	168,363	163,376	-2.96%
Membership Dues	101,965	88,800	101,551	101,119	-0.43%
Total Revenues	\$ 5,902,394	\$ 5,458,975	\$ 5,801,086	\$ 5,488,096	-5.40%
Expenditure Category					
Salaries & Benefits	\$ 974,642	\$ 751,818	\$ 796,212	\$ 885,940	11.27%
Contractual	4,038,963	3,986,113	4,262,779	3,974,808	-6.76%
Utilities/Telecommunications	6,740	6,084	4,402	5,700	29.49%
Materials & Supplies	22,704	11,200	12,057	7,866	-34.76%
Travel/Meetings & Seminars	101,061	37,786	74,446	49,552	-33.44%
Other Operating Expenses	752,314	645,115	610,713	604,706	-0.98%
Capital	-	18,399	-	-	0.00%
Total Expenditures	\$ 5,896,424	\$ 5,456,515	\$ 5,760,610	\$ 5,528,571	-4.03%
Excess (deficiency) of revenues	\$ 5,970	\$ 2,460	\$ 40,476	\$ (40,475)	-200.00%
Fund Balance - Beginning of Year	-	5,970	8,430	48,906	480.12%
Fund Balance - End of Year	\$ 5,970	\$ 8,430	\$ 48,906	\$ 8,431	-82.76%

* Estimated % change from FY 15 Projected to FY 16 Budget





Special Revenue Funds

Coordinated Transportation Department

Department Mission Statement

The mission of the Coordinated Transportation Department is to provide cost-effective and efficient regional transportation services for employment, medical, and public service needs within the ten counties of the Coastal Georgia region.

Overview

The Transportation Department administers a variety of transportation services to meet the needs of seniors, people with disabilities, low-income households, and the general public simultaneously. All of the services are coordinated on one fleet of vehicles to ensure efficiency and reduce the overall cost of providing the service.

For public transit, county boundaries are virtually eliminated and passengers are able to travel regionally for whatever their purpose. Because this is funded with rural transit dollars, one leg of the trip must be in a rural area. Trips originating in Hinesville or Savannah are coordinated with Liberty Transit and Chatham Area Transit, the fixed-route urban systems in those areas.

The Transportation Department works directly with the Georgia Department of Human Services, Georgia Department of Transportation, and with elected officials who

represent their constituents in the ten counties and 35 municipalities in the coastal Georgia region. Staff communicates daily with human service agencies, senior centers, medical facilities, and private agencies to schedule transportation services, and with transit operators to ensure that these services are provided.



For more information concerning transportation services, please contact Don Masisak, Coordinated Transportation Director, at 912-437-0830.



Special Revenue Funds

Coordinated Transportation Department

Coastal Regional Commission FY 2016 Budget Coordinated Transportation Department

Authorized Positions	FY 13 Actual	FY 14 Actual	FY 15 Projected	FY 16 Budget	Percent Change *
# of Full-time Equivalent	5.6	7.8	8.7	3.0	-65.38%
Revenue Source					
Federal	\$ 5,262,490	\$ 5,449,343	\$ 3,892,263	\$ 4,431,408	13.85%
State	349,145.00	400,554	295,234	399,326	35.26%
Local	223,950	264,124	268,968	357,933	33.08%
Membership Dues	253,733	277,894	233,974	112,353	-51.98%
Total Revenues	\$ 6,089,317	\$ 6,391,916	\$ 4,690,439	\$ 5,301,020	13.02%
Expenditure Category					
Salaries & Benefits	\$ 337,350	\$ 387,063	\$ 422,471	\$ 247,439	-41.43%
Contractual	3,180,998	2,886,155	2,649,521	2,819,949	6.43%
Utilities/Telecommunications	84,502	80,427	68,000	65,000	-4.41%
Vehicle Expenses	1,542,639	1,384,792	1,002,711	1,231,000	22.77%
Materials & Supplies	4,420	1,213	775	1,200	54.84%
Travel/Meetings & Seminars	11,249	2,957	2,400	2,000	-16.67%
Other Operating Expenses	601,542	336,614	295,742	229,219	-22.49%
Capital	660,625	1,588,734	342,012	668,868	0.00%
Total Expenditures	\$ 6,423,325	\$ 6,667,955	\$ 4,783,632	\$ 5,264,675	10.06%
Excess (deficiency) of revenues	\$ (334,008)	\$ (276,039)	\$ (93,193)	\$ 36,345	-139.00%
Fund Balance - Beginning of Year	117,071	(216,937)	(492,975)	(586,169)	18.90%
Fund Balance - End of Year	\$ (216,937)	\$ (492,975)	\$ (586,169)	\$ (549,824)	-6.20%

* Estimated % change from FY 15 Projected to FY 16 Budget



Special Revenue Funds

Planning & Government Services Department

Department Mission Statement

The mission of the Planning and Government Services Department is to provide long-range strategic planning and local technical assistance to CRC member governments to help them identify and support beneficial community and regional growth management policies, plans, and programs.

Overview

The Planning and Local Government Services Department provides a variety of planning and technical services to the ten counties and thirty-five cities of coastal Georgia. This Department's areas of service include regional, comprehensive, solid waste and small area planning; technical assistance; ordinance development; historic preservation planning and assistance; and training and education. Staff continuously responds to a wide array of requests for data, including demographic and socio-economic forecasts, historic and natural resource data, and statutory requirements.

Services provided through the department are funded through federal and state grants, local dues, and locally funded contracts.

For more information concerning Planning and Government services, please contact Lupita McClenning, Planning Director, at 912-437-0870.

- *Update of the Regional Plan of Coastal Georgia*
- *Local Plan Review and Assessment*
- *Practicum Series-Education, Outreach and Technical Assistance*
- *Historic Preservation Planning*
- *Transportation Planning*
- *Land Development and Zoning Codes*
- *Comprehensive GIS Services*
- *Comprehensive Economic Development Strategy (CEDS)*
- *Targeted Industry Analysis*
- *Grant Writing and Administration*



Special Revenue Funds

Planning & Government Services Department

Coastal Regional Commission FY 2016 Budget Planning & Government Services Department

Authorized Positions	FY 13 Actual	FY 14 Actual	FY 15 Projected	FY 16 Budget	Percent Change *
# of Full-time Equivalent	3.5	3.9	7.7	6.4	-17.52%
Revenue Source					
Federal	\$ 99,733	\$ 161,679	\$ 2,323,604	\$ 166,149	-92.85%
State	209,746	211,959	249,387	240,012	-3.76%
Local	19,982	113,147	179,777	138,886	-22.75%
Membership Dues	103,039	264,118	252,238	244,901	-2.91%
Total Revenues	\$ 432,500	\$ 750,903	\$ 3,005,006	\$ 789,948	-73.71%
Expenditure Category					
Salaries & Benefits	\$ 224,883	\$ 396,173	\$ 532,386	\$ 434,716	-18.35%
Contractual	39,684	36,312	2,092,621	28,732	-98.63%
Utilities/Telecommunications	2,395	2,275	1,040	740	-28.85%
Materials & Supplies	2,110	5,118	871	871	0.00%
Travel/Meetings & Seminars	21,591	12,456	29,146	22,251	-23.65%
Other Operating Expenses	167,450	335,006	312,537	302,638	-3.17%
Capital	-	-	-	-	0.00%
Total Expenditures	\$ 458,113	\$ 787,339	\$ 2,968,601	\$ 789,948	-73.39%
Excess (deficiency) of revenues	\$ (25,613)	\$ (36,436)	\$ 36,405	\$ -	-100.00%
Fund Balance - Beginning of Year	72,213	46,600	-	-	
Fund Balance - End of Year	\$ 46,600	\$ 10,164	\$ -	\$ -	

* Estimated % change from FY 15 Projected to FY 16 Budget

Proprietary Fund Budgets



Internal Service Funds

- Administrative Services
- Information Technology
- Financial Services
- Fringe Benefit Costs Budget
- Central Support Costs Budget



Proprietary Fund Budgets

Internal Service Funds

The Commission uses a Proprietary Fund, the internal service fund (Central Support Costs) to account for goods and services given to one department, by another on a cost reimbursed basis.

Central support costs are defined as costs that are incurred for a common or joint purpose benefiting more than one cost objective, and not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved. Pursuant to OMB Circular A-87, central support costs are recorded in the Commission's internal service fund as indirect costs. Indirect costs are allocated to the benefiting cost objectives (departments) by means of an indirect cost rate. Total salaries plus fringe benefits is used as the base to fairly allocate the cost.

These costs are pooled and billed to the grants and contracts accounted for in the special revenue fund. These reimbursements from the special revenue fund are recognized as revenue in the internal service fund as cost recoveries. Operating expenses for the internal service fund include the cost of services and administrative expenses. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The Administrative, Financial and Information Technology Services Departments all provide supportive services to all other departments of the Commission. Costs for these departments are included in the Central Support Costs Budget. The following department descriptions are provided to help better understand the services and support they provide to the Commission.



Proprietary Fund Budgets

Administrative Services

Department Mission Statement

The Mission of the Administrative Services Department is to be the services oriented backbone of the CRC by providing a lasting professional impact through secretarial, public relations and maintenance operations.

Overview

The Administrative Services Department provides staff support services to other departments within the CRC and to the council, which ensure the proficient daily operation of the Commission.

The department provides staff support for all meetings of the Council; takes notes, tapes records, and prepares minutes of the Council official meetings; publishes and/or records all documents in support of Council action, and ensures compliance with all applicable statutes, policies, or guidelines as pertains to responsibilities.

Staff provides administrative support for other departments within the CRC. Support services include assistance with meetings, mail-outs and various publication productions. Staff also provides public relation activities including press releases, layout and design of flyers and brochures, as well as assistance in the production of the CRC's Annual Report, the Comprehensive Annual Financial Report, the Annual Work Program and Budget and the Area Plan. Staff also assists in contract development and formatting various documents.

Staff produces the Coastal Region's City/County Directory which is a vital source of information provided to the coastal cities and counties and contains listings for coastal Georgia's city council members, county commissioners, legislators, Georgia Regional Commissions, and the Coastal Regional Commission Council. This is available on our website at www.crc.ga.gov and updated as needed. The Administrative Assistant is responsible for the organization's quarterly newsletter, The Pelican Brief.

For more information concerning Administrative Services, please contact Colletta Harper, Administrative Services Director at 912-437-0811.





Proprietary Fund Budgets

Information Technology

Department Mission Statement

The Mission of the Information Technology Department is to provide high quality, reliable and secure technology services with a focus on innovation, fiscal responsibility and exceptional customer service.

Overview

The Information Technology (IT) Department manages all information technology systems and IT support of the CRC. IT provides application services, network services, mobile services, desktop services and phone services.

IT staff provide application support services for all CRC departments. This includes enterprise wide systems such as SharePoint, Microsoft products, financial and asset management, electronic document management systems for individual departments and database support.

IT staff are responsible for providing technical support for the staff, including the ordering, operations, troubleshooting, and repair of devices and systems. Staff also performs installation, maintenance, and repair of computer software, stand-alone and networked hardware, voice and data networks and peripheral equipment.

For more information concerning Information Technology Services, please contact Brandon Westberry, Information Technology Officer at 912-437-0886.



The IT Department was featured in the monthly publication of StateTech magazine for their successful introduction of client virtualization, also known as desktop virtualization. The use of thin clients has resulted in an approximate savings of \$8,000.



Proprietary Fund Budgets

Financial Services

Department Mission Statement

The Mission of the Financial Services Department is to provide professional, responsible fiscal management and stewardship with accurate financial reporting encompassing integrity, accountability, and exceptional customer service.

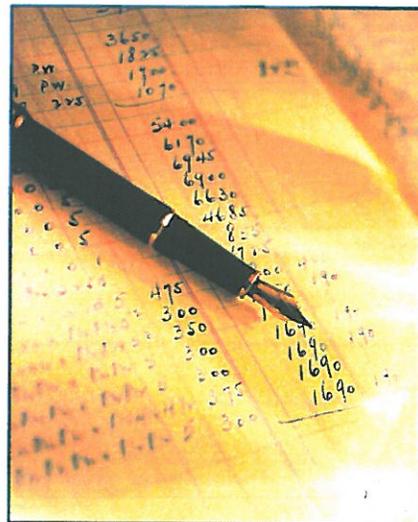
Overview

The Finance Department manages all internal and external financial activities of the CRC. The Department runs all financial operations required for the day-to-day maintenance of the Commission such as: accounts payable, accounts receivable, payroll, cash management, capital budgeting, financial analysis and reporting, and internal control procedures.

The Finance Department supports other departments in the Commission by tracking the funding status and expenditure levels of grants received, submitting required reports to grantor agencies, and assuring compliance with federal, state, and local regulations for programs and funding received by the Commission.

The Finance Department plays an integral role in reviewing contracts, bids and proposals, monitoring the status of grants and programs in relation to contractual commitments, preparing requisite financial reports for grantor agencies,

and monitoring the performance of subcontractors and their compliance with required guidelines, procedures and reporting.



For more information concerning Financial Services, please contact Lena Geiger, Finance Director at 912-437-0820.



Proprietary Fund Budgets

Internal Service Funds

COASTAL REGIONAL COMMISSION Schedule to Compute Employee Benefit Cost Pool Rate FY 2016 Budget

	FY 13 Actual	FY 14 Actual	FY 15 Projected	FY 16 Budget	Percent Change *
Released Time:					
Annual leave taken and accrued	\$ 87,877	\$ 81,066	\$ 133,254	\$ 75,326	-43.47%
Emergency leave	946	-	-	2,000	
Holiday pay	82,963	76,665	82,883	79,967	-3.52%
Jury Duty or Military leave	1,664	2,800	4,502	2,000	-55.58%
Sick pay	62,681	42,893	2,880	-	-100.00%
Total Released Time	\$ 236,131	\$ 203,423	\$ 223,520	\$ 159,293	-28.73%
Fringe Benefits Paid:					
Pension	\$ 138,724	\$ 160,648	\$ 176,921	\$ 197,035	11.37%
Employer's FICA and Medicare	129,535	128,986	137,277	129,347	-5.78%
Unemployment Insurance	23,814	4,500	4,500	4,500	0.00%
Health Insurance	191,376	168,513	172,131	162,290	-5.72%
Dental Insurance	10,557	10,133	11,190	10,003	-10.61%
Long-term disability	11,064	10,013	11,844	10,256	-13.41%
Worker's Compensation	5,564	4,790	6,000	6,000	0.00%
Total Fringe Benefits Paid	\$ 510,634	\$ 487,582	\$ 519,863	\$ 519,431	-0.08%
Allocable Employee Benefits	\$ 746,765	\$ 691,005	\$ 743,382	\$ 678,724	-8.70%
Fringe Benefit Cost Recovery from:					
Aging Department	\$ 316,341	\$ 235,879	\$ 250,411	\$ 267,004	6.63%
Planning Department	117,132	133,454	167,683	131,014	-21.87%
Transportation Department	109,568	122,887	133,064	74,573	-43.96%
Indirect Service Fund	203,097	198,786	192,224	206,132	7.24%
General Fund	627	-	-	-	0.00%
Total Cost Recovery	\$ 746,765	\$ 691,005	\$ 743,382	\$ 678,724	-8.70%
COMPUTATION OF EMPLOYEE BENEFIT RATE					
Gross Salaries	\$ 1,791,744	\$ 1,732,634	\$ 1,840,337	\$ 1,732,625	-5.85%
Less: Released Time	(236,131)	(203,423)	(223,520)	(159,293)	-28.73%
Allocation base - chargeable salaries	\$ 1,555,613	\$ 1,529,211	\$ 1,616,817	\$ 1,573,332	-2.69%
Employee Benefit Rate	48.00%	45.19%	45.98%	43.14%	-6.17%

* Estimated % change from FY 15 Projected to FY 16 Budget



Proprietary Fund Budgets

Internal Service Funds

Coastal Regional Commission FY 2016 Budget Central Support Costs

Authorized Positions	FY 13 Actual	FY 14 Actual	FY 15 Projected	FY 16 Budget	Percent Change *
# of Full-time Equivalent	7.3	7.3	6.6	7.3	10.05%
Expenditure Category					
Salaries & Benefits	\$ 627,042	\$ 638,703	\$ 610,301	\$ 683,962	12.07%
Contractual	31,600	30,000	24,000	24,000	0.00%
Utilities/Telecommunications	623	112,400	88,500	88,500	0.00%
Insurance & Liability	41,440	25,000	25,000	25,000	0.00%
Materials & Supplies	15,060	20,000	18,000	18,000	0.00%
Travel/Meetings & Seminars	27,076	25,700	26,500	26,500	0.00%
Other Operating Expenses	276,902	158,797	142,405	143,055	0.46%
Capital		-	-	-	0.00%
Total Expenditures	\$ 1,019,743	\$ 1,010,600	\$ 934,706	\$ 1,009,017	7.95%
Cost Recovery from:					
Aging Department	\$ 593,278	\$ 484,294	\$ 424,671	\$ 570,073	34.24%
Planning Department	219,942	274,000	284,373	279,725	-1.63%
Transportation Department	205,348	252,305	225,662	159,219	-29.44%
General Fund	1,175				
Total Cost Recovery	\$ 1,019,743	\$ 1,010,600	\$ 934,706	\$ 1,009,017	7.95%
COMPUTATION OF INDIRECT COST RATE					
A. Indirect Cost Pool	\$ 1,019,743	\$ 1,010,600	\$ 934,706	\$ 1,009,017	7.95%
B. Chargeable Salaries plus Fringe	1,675,250	1,581,513	1,749,898	1,568,095	-10.39%
Indirect Cost Rate = A/B	60.87%	63.90%	53.41%	64.35%	20.47%

* Estimated % change from FY 15 Projected to FY 16 Budget





Budget Detail



Agency Wide Budget Detail
Budget Detail Variance

COASTAL REGIONAL COMMISSION
AGENCY WIDE
PROPOSED BUDGET FOR FISCAL YEAR 2016

PROGRAM COSTS	2016 Proposed Budget	2015 Final Budget	VARIANCE	AGING SERVICES	COORDINATED TRANSPORT	PLANNING, GIS/ED & LOCAL GOV	GENERAL FUND	INDIRECT COSTS
CRC STAFF	\$ 1,573,333	\$ 1,617,619	\$ (44,287)	\$ 618,936	\$ 172,866	\$ 303,701	\$ -	\$ 477,829
FRINGE BENEFITS	678,724	743,750	(65,027)	267,004	74,573	131,014	-	206,132
CONTRACT SERVICES	6,823,489	9,004,923	(2,181,433)	3,974,808	2,819,949	28,732		
GASOLINE	910,000	634,000	276,000		900,000		10,000	
VEHICLE REPAIRS	110,000	89,100	20,900		100,000		10,000	
VEHICLE PURCHASE	718,868	-	718,868		668,868		50,000	
VEHICLE LEASE		-	-					
VEHICLE INSURANCE	249,000	312,611	(63,611)		231,000		18,000	
RENT		4,200	(4,200)					
CAPITAL LEASE	81,107	85,700	(4,593)				81,107	
UTILITIES	97,000	86,700	10,300				24,000	73,000
INSURANCE	41,250	41,250	-	50			16,200	25,000
TELEPHONE	86,940	88,942	(2,002)	5,700	65,000	740		15,500
POSTAGE	8,337	9,732	(1,395)	5,042	200	95	-	3,000
PERSONNEL SERVICES	423	485	(62)	323			-	100
OFFICE SUPPLIES	19,600	21,971	(2,371)	2,824	1,000	776	-	15,000
SUBSCRIPTIONS	240	480	(240)	200		40	-	
OUTSIDE PRINTING		600	(600)					
ADVERTISING / MARKETING	20,731	38,973	(18,242)	5,731	15,000		-	
ANNUAL REPORT	2,000	1,550	450					2,000
BOARD MTG EXPENSE	6,000	6,000	-				6,000	
TRANSIT DRUG TESTING	5,000	3,000			5,000			
ADVISORY COUNCIL	1,327	500	827	1,327			-	
MEETINGS & SEMINARS	20,231	34,714	(14,483)	11,981	1,000	4,250	1,000	2,000
DUES & REGISTRATION	16,098	21,486	(5,388)	7,223		875	-	8,000
TRAVEL	23,466	40,920	(17,454)	14,603	1,000	3,363	1,000	3,500
COMMISSION CAR	58,606	58,858	(252)	22,968		14,638		21,000
EQUIPMENT PURCHASE	5,700	365,712	(360,012)	1,000		1,700		3,000
EQUIPMENT LEASE	15,000	15,000	-					15,000
EQUIPMENT REPAIR	2,000	1,700	300				-	2,000
EQUIP MAINT. AGREE	2,500	500	2,000	2,500		-		
COMPUTER LICENSE/SOFTWARE	75,976	76,671	(695)	3,000	40,000	17,976		15,000
FURNITURE & FIXTURES		13,843	(13,843)				-	
LAWN & BLG MAINT.	30,500	30,500	-				10,500	20,000
DEPRECIATION	72,455	72,455	-					72,455
AUDIT/LEGAL FEES	29,000	26,500	2,500				5,000	24,000
JANITORIAL SERVICE	3,000	3,000	-					3,000
MISCELLANEOUS	35,400	238,715	(203,315)	13,277	10,000	2,322	7,300	2,500
INDIRECT COSTS	1,009,017	934,706	74,311	570,073	159,219	279,725		
TOTAL PROGRAM COSTS	\$ 11,823,301	\$ 13,792,659	\$ (1,969,359)	\$ 5,528,571	\$ 5,264,675	\$ 789,948	\$ 240,107	\$ 1,009,017
GENERAL RESERVE	\$ 337,117	\$ (120,525)	\$ 457,642		\$ 36,345		\$ 300,772	
DHR CT RESERVE	-	-	-		\$ -			
AGING RESERVE	(40,475)	40,475	(80,950)	(40,475)				
PLANNING RESERVE	-	-	-					
REVENUE								
FEDERAL FUNDS	\$ 7,623,571	\$ 9,541,908	\$ (1,918,337)	\$ 3,026,013	\$ 4,431,408	\$ 166,149	\$ -	\$ -
STATE FUNDS	2,836,926	2,749,751	87,174	2,197,588	399,326	240,012		
MEMBERSHIP DUES	851,253	703,921	147,332	101,119	112,353	244,901	392,881	
LOCAL FUNDS	445,656	402,680	42,977		312,000	133,656		
MILEAGE RECOVERY	58,606	58,858	(252)				58,606	
MISC. REVENUE	124,622	76,645	47,977	30,000		5,230	89,392	
MINIMUM MATCH	179,309	178,846	463	133,376	45,933			
TOTAL REVENUE	\$ 12,119,944	\$ 13,712,609	\$ (1,592,666)	\$ 5,488,096	\$ 5,301,020	\$ 789,948	\$ 540,879	\$ -

AGENCY WIDE
Budget Variance for FY 16 Proposed Budget from FY15 Final Budget

PROGRAM COSTS	2016 Proposed Budget	2015 Final Budget	VARIANCE	AGING SERVICES	COORDINATED TRANSPORT	PLANNING. GIS/ED & LOCAL GOV	GENERAL FUND	INDIRECT COSTS	EXPLANATION OF VARIANCE:
CRC STAFF	\$ 1,573,333	\$ 1,617,619	\$ (44,287)	\$ 73,503	\$ (116,541)	\$ (61,001)	\$ -	\$ 59,752	Aging-merit, full year w new program staff. Transportation-merit, reduction in staff. Planning/GIS/ED-merit, reduction of ED Director, ID-merit, fill IT vacant position
FRINGE BENEFITS	678,724	743,750	(65,027)	16,225	(58,491)	(36,669)	-	13,908	Related to staff increases/decreases
CONTRACT SERVICES	6,823,489	9,004,923	(2,181,433)	(287,971)	170,428	(2,063,889)			Aging reduction in area plan allocation. Transportation-related to shift of call center, Planning/GIS/ED-OEA base project completed.
GASOLINE	910,000	634,000	276,000		275,000		1,000		Estimate for fuel will be adjusted at Mid-year based on avg of current market for FY16.
VEHICLE REPAIRS	110,000	89,100	20,900		16,900		4,000		As fleet ages, repairs likely to increase.
VEHICLE PURCHASE	718,868	-	718,868		668,868	-	50,000		Transportation-Based on 5311 Vehicle Capital application funding. GF-Agency 2-vehicle replacements.
VEHICLE LEASE	-	-	-						
VEHICLE INSURANCE	249,000	312,611	(63,611)		(63,611)		-		Reduction in fleet
RENT	-	4,200	(4,200)		(4,200)				Transportation space
CAPITAL LEASE	81,107	85,700	(4,593)				(4,593)		Based on amortization schedule.
UTILITIES	97,000	86,700	10,300				10,300		GF-increased for Brunswick occupancy.
INSURANCE	41,250	41,250	-						
TELEPHONE	86,940	88,942	(2,002)	1,298	(3,000)	(300)			Savings w GTA as compared to AT&T.
POSTAGE	8,337	9,732	(1,395)	(1,195)	(200)				
PERSONNEL SERVICES	423	485	(62)	(32)	(30)				
OFFICE SUPPLIES	19,600	21,971	(2,371)	(2,996)	625				
SUBSCRIPTIONS	240	480	(240)			(40)			
OUTSIDE PRINTING	-	600	(600)	(600)					
ADVERTISING / MARKETING	20,731	38,973	(18,242)	(10,876)			(7,366)		
ANNUAL REPORT	2,000	1,550	450					450	
BOARD MTG EXPENSE	6,000	6,000	-						
TRANSIT DRUG TESTING	5,000	3,000	2,000		2,000				
ADVISORY COUNCIL	1,327	500	827	827					
MEETINGS & SEMINARS	20,231	34,714	(14,483)	(11,183)	(300)	(3,000)			
DUES & REGISTRATION	16,098	21,486	(5,388)	(5,438)	(150)				
TRAVEL	23,466	40,920	(17,454)	(13,204)	(100)	(4,150)			
COMMISSION CAR	58,606	58,858	(252)	(507)		256			
EQUIPMENT PURCHASE	5,700	365,712	(360,012)	(14,600)	(344,712)	(700)			Video Surveillance for buses in FY15
EQUIPMENT LEASE	15,000	15,000	-						
EQUIPMENT REPAIR	2,000	1,700	300	2,000				300	Contingency for HVAC System/Hot water Heater
EQUIP MAINT. AGREE	2,500	500	2,000						
COMPUTER LICENSE/SOFTWARE	75,976	76,671	(695)	(2,500)	5,000	(3,195)			
FURNITURE & FIXTURES	-	13,843	(13,843)	(13,843)					
LAWN & BLG MAINT.	30,500	30,500	-						Transportation renovations completed in FY14
DEPRECIATION	72,455	72,455	-						
AUDIT/LEGAL FEES	29,000	26,500	2,500				2,500		Cost savings in Audit Fees
JANITORIAL SERVICE	3,000	3,000	-						
MISCELLANEOUS	35,400	238,715	(203,315)	(106,349)		(1,316)	450	(96,100)	Write-off of uncollectable in FY15
INDIRECT	1,009,017	934,706	74,311	145,403	(66,443)	(4,648)			Based on total chargeable salaries for each department.
TOTAL PROGRAM COSTS	\$ 11,823,301	\$ 13,792,659	\$ (1,969,358)	\$ (232,040)	\$ 481,043	\$ (2,178,653)	\$ 56,291	\$ (21,689)	
GENERAL RESERVE	\$ 337,117	\$ (120,525)	\$ 457,642		\$ 129,537	\$ (36,405)	\$ 364,509		
TRANSPORTATION RESERVE	\$ -	\$ -	\$ -		\$ -				
AGING RESERVE	\$ (40,475)	\$ 40,475	\$ (80,950)	\$ (40,475)					
PLANNING RESERVE	\$ -	\$ -	\$ -						
REVENUE									
FEDERAL FUNDS	\$ 7,623,571	\$ 9,541,908	\$ (1,918,337)	\$ (300,028)	\$ 539,146	(2,157,455)			Aging-area plan allocation, Transportation-maximize GDOT and DHS funding, Planning/GIS/ED-OEA Base project
STATE FUNDS	2,836,926	2,749,751	87,174	(7,543)	104,092	(9,375)			Transportation-state match for vehicles and DHS planning allocation
MEMBERSHIP DUES	851,253	703,921	147,332	(432)	(121,621)	(7,337)	276,723		Transportation-based on program re-design, GF-full year with \$0.30/capita increase.
LOCAL FUNDS	445,656	402,680	42,977		88,965	(45,988)			Transportation-based on program re-design, ED-reduction for local UEDP
MILEAGE RECOVERY	58,606	58,858	(252)				(252)		
MISC. REVENUE	124,622	76,645	47,977	(5,450)		5,098	48,329		Brunswick lease
MINIMUM MATCH	179,309	178,846	463	463					
TOTAL REVENUE	\$ 12,119,944	\$ 13,712,609	\$ (1,592,666)	\$ (312,990)	\$ 610,581	\$ (2,215,058)	\$ 324,800		