



# CVPDC Budget & Work Plan Summary

## **Three Organizations, One Budget**

Finances for three organizations are found in the Central Virginia Planning District Commission budget:

- Planning District Commission
- Workforce Development Board
- Regional Radio Board

The Workforce Board and Radio Board are technically committees of the PDC and do not have a legal independent structure, therefore their financial records are a component of the Planning District Commission.

## **FY 2019-2020 Budget Projected Balance**

It is likely that the 2019-2020 budget will be in the red by approximately \$20,000. Monies in several areas such as RideSolutions, VanPool- Mobility, Chesapeake Bay Watershed Improvement Program, and VDRPT programs are expected to be carried over from the 2019-2020 year to the 2020-2021 year.

## **2020-2021 Balanced Budget**

The PDC Budget balances at \$3,782,000 and contains a surplus contingency of \$19,494.

## **Local and State Dues**

Local Dues are typically set in November, and the Commission agreed for FY 20-21 to no increase from the \$0.575 rate for Cities and Counties and the flat fee of \$1,045 for Towns.

The General Assembly had approved a dues increase of \$14,000, but was later rescinded due to impact of the COVID-19 pandemic on state revenues and to ensure that next year's state funding will be level.

There has been no change for local dues since they were decreased in 2011 from \$.65 for Cities and Counties and \$1,180 for Towns.

**Staffing**

A new planner position included in FY 19-20 was removed from the FY 20-21 budget. The programs (RideSolutions, VanPool, Chesapeake Bay Watershed Improvement Program) that the new planner would focus on are dormant during the COVID-19 pandemic for a few months as the state sorts out next steps from the pandemic. These programs will begin again after the summer, but staff proposes to reassess staffing needs after the state sorts out delivery mechanisms and funding. Staff presents a cleaner, more realistic budget without this position. When the state's direction on these programs is clearer, we can come back to the Commission for more discussion on staffing.

No staffing pay adjustments are included. Staff will likely ask for a discussion in November. A 4.8% increase in Health Insurance is included in the budget shared based on our traditional ratios between the employer and employee.

**Contractual Services**

Staff proposes a 33% increase to \$30,000 in the contractual services line to provide more flexibility throughout the year as we address and respond to COVID-19 pandemic needs and opportunities.

**Projects Ending**

Some of our services to communities are of a project management nature that have a beginning and an ending. Projects ending in this group include

- Appomattox County Tornado Recovery CDBG
- Appomattox Town Meadowlark Neighborhood Revitalization CDBG

**Projects Beginning or Continuing**

- Old Town Madison Heights Neighborhood CDBG
- Town of Bedford South Bridget Street Neighborhood CDBG – staff may have a larger project than is currently budgeted
- Van Pool assessment and implementation
- Chesapeake Bay Watershed Improvement Program
- Integration of Campbell County into the Regional Radio system – staff may have a larger involvement in this than is currently budgeted

**Recommended Action**

Approval of the 2020-2021 work plan and budget of \$3,782,000 as presented.