

PROPOSED BUDGET FISCAL YEAR 2023-2024



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 Aliane Con

Patricia Diane Cox Executive Director

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

FY 2023-2024

	AMENDED	
	BUDGET	REQUESTED
	<u>22-23</u>	<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

	AMENDED BUDGET 22-23	REQUESTED 23-24
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

FT 2023-2024	AMENDED	
	BUDGET	REQUESTED
	22-23	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	1	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	440.007	149,824
Person CO SFR 2020	149,997	-
Vance CO SFR 2020	99,998	149.879
Warren CO SFR 2021	78,128	36,193
Duke Energy Healthy Homes	96.664	30,193
Urgent Repair 2021	86,664 800,797	683,202
WIOA Administration	144,147	145,783
WIOA Adult Program	178,621	127,659
WIOA Youth Program	164,952	123,837
WIOA Disclocated 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	106,303	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 26,207	-
US Aging Vaccine Grant		•
LCA/CRC	1,000 147,122	151,724
Member Assessments		
Miscellaneous	33,466	43,336
Miscellaneous Contracts & Revenue	33,466	43,336
Interest	J ₂ 15 - 0	
10 GENERAL FUND	3,846,808	3,663,598

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

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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 -			19,299
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 -	Aging - NCDOT	300,000	300,000
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 -	ARPA - P&A	81,291	81,291
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 -	ARPA - Caregiver	55,833	55,833
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 -	ARPA - Ombudsman	10,774	8,500
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 -			
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Miscellaneous Expenses 21,485 -	A feeting to the company of the comp		
10 GENERAL FUND 3,846,808 3,663,598			water man p. • Stall
10 GENERAL FUND 3,003,598	10 CENERAL FUND		3 662 E09
	TO GENERAL PUND	3,040,000	3,003,398

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

	AMENDED BUDGET	REQUESTED
	<u>22-23</u>	<u>23-24</u>
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	4,072,940	3,166,102

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

	AMENDED	
		REQUESTED
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
		50,000 (10.00)

	(USIS					009'6	4,500	3,000	37.000	8,000	9.200	2,000	48.120	8.000	0	10,000	139,420	Total Control of the		11,3920.0)								
	CHROLORS, NANDERS NEWS WATER					TELEPHONE	POSTAGE & METER RENTAL	PRINTING	MIS	MAINT & REPAIR COPIER	OFFICE SUPPLIES	INTERNET	RENT	UTILITIES	MAINT & REPAIR BLDG	CONTRACT CLEANING - SCHOOLS	TOTAL PROGRAM COSTS	AND DESCRIPTION OF THE PERSON		PROD INDIRHOT NAME	844 784	367,817	1,212,601	SASSIAL.	School	1,04025		
	S	233 161	101.513	334,679		38,500	7.500	15,000	1.500	22,000	10.565	75.57	10.000	18,600	1.000	25.000	175,242	2500.002		12,0518-35	DIRECT SALARIES	FRINGE BENEFITS	TOTAL BASE	OTAL INDIRECT RATE	FYZJRIJKZE VANDALIANA	NAKIANG.		
INDIRECT COST PLAN	ADMINISTRATIVE INDIRECTIONS	SALABIES	FRINGE BENEFITS	TOTAL SALARIES & FRINGE BENEFITS		AUDIT	LEGAL FEES	TRAVEL & TRAINING	ADVERTISING	DUES & SUBS.	INSURANCE W.C.	INSURANCE P&L	BOARD EXPENSES	SOFTWARE & MAINTENANCE	BANK SERVICE CHARGES	CONTRACT SERVICES	TOTAL OTHER ADMIN EXPENSES			ADMIN INDIRECT RATE			L					
		5.650	82.463	148,584	138,947	21.559	2,131	70.000	469,334			1.077,945			1,077,945				*******									
		CONGEVITY BONUS	FICA	GROUP INSURANCE	RETIREMENT	RETIREMENT SUPPLEMENT	UNEMPLOYMENT	RETIREE BENEFITS	TOTAL FRINGE BENEFITS			GROSS SALARIES		BONUS	TOTAL SALARIES		ON THE PROPERTY OF STREET			KARTANEK								