

# Strafford Regional Planning Commission

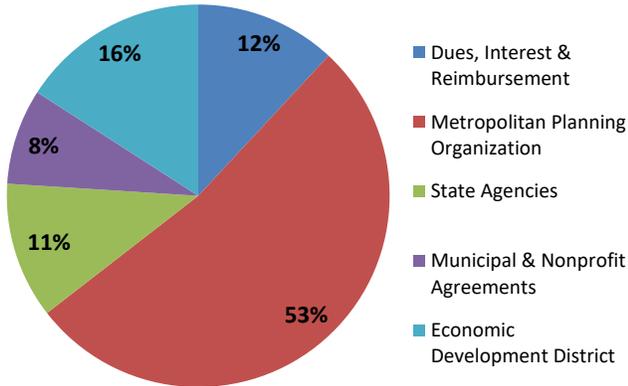
ADOPTED FY2020 Budget

## Summary Table

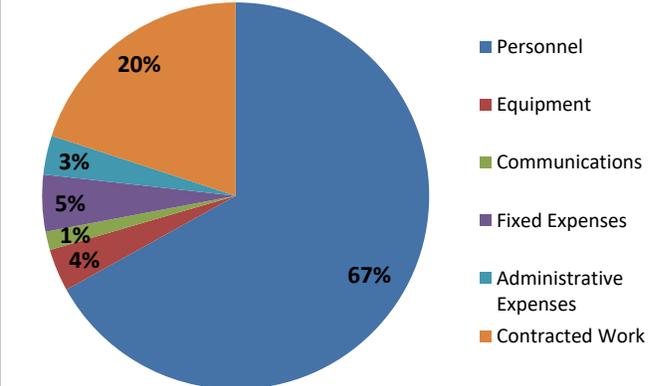
	Adopted FY2019*	Adopted FY2020	
	Revenue	Revenue	Net Change
Dues, Interest & Reimbursement	120,040.96	116,476.06	(3,564.90)
Metropolitan Planning Organization	541,242.24	513,736.95	(27,505.29)
State Agencies	144,226.00	112,555.33	(31,670.67)
Municipal & Nonprofit Agreements	79,737.36	79,003.00	(734.36)
Economic Development District	98,320.00	155,401.00	57,081.00
<b>Total</b>	<b>983,567</b>	<b>977,172</b>	<b>(6,394)</b>
	Expenses	Expenses	Net Change
Personnel	666,085	651,273	(14,813)
Equipment	25,309	34,485	9,176
Communications	22,188	14,990	(7,198)
Fixed Expenses	45,716	46,156	440
Administrative Expenses	10,195	31,765	21,570
Contracted Work	212,397	194,341	(18,056)
<b>Total</b>	<b>981,891</b>	<b>973,010</b>	<b>(8,880)</b>
<b>Net Deficit/Surplus</b>	<b>1,676</b>	<b>4,162</b>	<b>2,486</b>

\*As amended December 2018

**FY2020 Revenue**



**FY2020 Expenses**



# Strafford Regional Planning Commission

<b>FY2020 REVENUES</b>	<i>Adopted Budget Revenue</i>					<b>Total</b>	<b>974,505</b>	<b>69,814</b>	<b>74,740</b>	<b>2,667</b>	<b>977,172</b>	<b>12%</b>
	Funding Source	Internal Match	Outside Source	Outside Source	Net Outside							
	Revenue	using Dues	Soft Match	Cash Match	Funding							
<b>Dues, Interest &amp; Reimbursements</b>												
Municipal Dues (minus BRK, NOT, MIL, LEE)	115,876	0	0	0	0	115,876						
Interest	100	0	0	0	0	100						
Health Trust reward/reimbursement	500	0	0	0	0	500						
Misc Revenue	0					0						
<b>Municipal &amp; Nonprofit Service Agreements</b>												
Dover Arts and Recreation Master Plan Chapter (pending \$25,000)	1	0	0	0	0	1						
Durham Wagon Hill Living Shoreline Outreach	4,000	0	1,000	0	0	4,000						
Farmington Master Plan Support	1	0	0	0	0	1						
Farmington Town Planner Services	24,000	0	0	0	0	24,000						
MapGeo Subscriptions	4,000	0	0	0	0	4,000						
NH Children's Health Foundation (Pathways to Play)	15,000	0	0	0	0	15,000						
Northwood Technical Services: through 6/30/20	28,000	0	0	0	0	28,000						
Nottingham Town Planner Services	1	0	0	0	0	1						
Projected GIS projects (Tax Maps, MS4 Field Work)	4,000	0	0	0	0	4,000						
						0						
<b>Economic Development District Agreements</b>												
<b>U.S. Dept of Economic Development Administration</b>												
EDD Planning Grant, Dues & Inkind Match (7/1/19-6/30/20)	70,000	15,000	55,000	0	0	70,000						
<b>U.S. Environmental Protection Administration</b>												
Brownfields Community Assessment Grant: through 9/30/19	10,400	0	0	0	0	10,400						
Brownfields Community Assessment Grant: through 9/30/22	75,000	0	0	0	0	75,000						
Environmental Justice Small Grant (pending \$19,364)	1	0	0	0	0	1						
<b>State Agreements</b>												
<b>Office of Energy and Planning</b>												
Targeted Block Grant for EDD Planning match: through 6/30/120	11,111	0	0	0	0	11,111						
<b>Dept of Environmental Services</b>												
Coastal Grant 2020 through 6/30/20	12,500	0	12,500	0	0	12,500						
Coastal Resilience Grant - UNH Climate in the Classroom (1/1/19-6/30/20)	1,000	0	0	0	0	1,000						
Coastal Resilience Grant - Dover (1/1/2020 - TBD)	1	0	0	0	0	1						
Durham Groundwater Modeling	55,713	0	0	0	0	55,713						
Project of Special Merit FY18 (10/1/18-3/31/20)	1,500	0	0	0	0	1,500						
Source Water Protection	18,333	2,292	0	2,667	0	21,000						
Watershed Assistance (Permeable Reactive Barrier): (10/1/18-12/2020)	8,980	0	5,990	0	0	8,980						
<b>Department of Safety Homeland Security</b>												
HazMit Plans PDM17-MAD,NOR (7/1/18-12/31/19)	750	0	250	0	0	750						
<b>Metropolitan Planning Organization Agreements</b>												
<b>Dept of Transportation</b>												
UPWP FY20/21 Federal Highways & Transit: through 6/30/20	502,396	50,822	0	0	0	502,396						
Rochester Sidewalks SADES Inventory (match to UPWP)	5,000	0	0	0	0	5,000						
FHWA MultiModal Connectivity Pilot (Bicycle LTS)	6,341	1,700	0	0	0	6,341						
						0						
												<b>100%</b>

# Strafford Regional Planning Commission

FY2020 EXPENSES			FY 2019	FY2020
			Adopted MID-YEAR Budget Expenses	Adopted Budget Expenses
Total	<b>935,528</b>			<b>973,010</b>
<b>PERSONNEL</b>	<b>666,085</b>	69%		<b>651,273</b> 67%
Salaries and Hourly Wages	530,121			516,333
Payroll Taxes	40,554			39,499
Health Insurance	50,046			51,128
Dental Insurance	3,433			3,507
Life Insurance	1,068			996
Shortterm Disability	2,099			1,929
Longterm Disability	743			572
Health Incentives	5,040			5,097
SIMPLE IRA Pension	15,604			15,490
Worker's Compensation	1,744			1,388
Payroll Processing - QuickBooks	2,250			2,600
Unemployment Insurance	2,883			3,313
Staff Training & Workshops	5,000			5,000
Professional Dues: AMPO, NHARPC, NHPA, APA, NHMA, NEARC, NADO	5,500			4,421
<b>EQUIPMENT</b>	<b>26,184</b>	3%		<b>34,485</b> 4%
ARCIInfo/View Software: Maintenance	6,384			5,100
Plotter: Monthly charge (see Depreciation)	0			0
Server: Monthly charge (see Depreciation)	0			0
Transpo Software Maintenance: Transcad, Nvivo	1,200			1,200
Office Software: Maintenance, purchase	8,090			9,647
Databases for Transportation Planning	0			8,200
Traffic Count Expenses (Equipment, Repair, Supplies)	3,228			3,000
Equipment Rental and Repair	294			500
Copier Maintenance Contract	4,348			3,838
Office Furniture, Computers	1,765			3,000
<b>COMMUNICATIONS</b>	<b>23,121</b>	2%		<b>14,990</b> 2%
Postage and Delivery	780			400
Travel (moved to Administrative Exp)	18,000			
Office Phone System (replacement of hardware)				11,260
Internet and Phone Service (separate items in FY2019)	3,408			3,330
Marketing and Media Outreach Activities	0			0
<b>FIXED EXPENSES</b>	<b>46,551</b>	5%		<b>46,156</b> 5%
Property & Liability	5,051			5,056
Audit and Accounting Services (moved to Administrative Exp)	10,665			
Depreciation	0			0
Office Vehicle Lease and Maintenance				11,100
Rent	30,000			30,000
<b>ADMINISTRATIVE EXPENSES</b>	<b>12,100</b>	1%		<b>31,765</b> 3%
Printing	1,200			1,200
Audit and Accounting Services (FY19 included under Fixed Expenses)				10,665
Legal	1,000			1,000
Office and Mapping Supplies	2,520			3,600
Office Expense	1,300			1,300
Meeting Expenses (Meetings and Meeting Adv)	2,175			2,000
Travel (FY19 was included under Communications)				10,000
Library & Subscriptions: NH Planning Books	2,000			2,000
<b>OUTSOURCED CONTRACTS</b>	<b>183,905</b>	20%		<b>194,341</b> 20%
Web Design & Maintenance	47			0
IT Services	3,390			4,240
Financial Services	54,600			60,000
EPA Brownfields - Credere (contract end 9/30/2019)	57,170			10,000
EPA Brownfields - Consultant TBD (10/1/2019-9/30/2022)				67,000
Durham SRF Groundwater Modeling Consultant	26,530			44,521
Watershed Assistance (Permeable Reactive Barrier) Consultant	27,220			8,580
Traffic Model Assistance	20,795			0
Lee Floodplain - Geosyntec	21,490			0
GIS Contract Support (FAR Tax Map Updates)	1,155			0
			100%	100%