

Johnson County Council of Governments

FY08 Budget & Financial Forecast

Adopted January 24, 2007 by the:

- **JCGOG Urbanized Area Policy Board**
- **JCGOG Rural Policy Board**

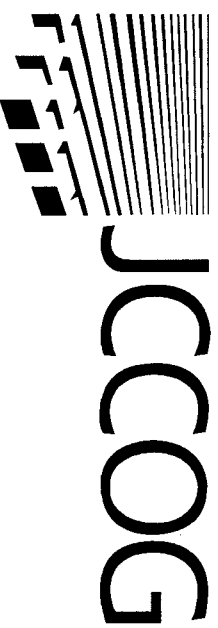
Date: January 5, 2007

To: JCCOG Urbanized Area Policy Board
JCCOG Rural Policy Board

From: Jeff Davidson, Executive Director



Re: FY08 JCCOG Budget and 2-Year Financial Forecast



The Johnson County Council of Governments is the county-wide planning organization for Johnson County, Iowa. Assistance is provided to JCCOG member agencies in the program areas of transportation planning, human services planning, administration, and small communities planning assistance. JCCOG is also a forum for discussion of any county-wide planning issue. During the past year this has included issues such as:

- Evaluation of the Silurian/Devonian Aquifer in Johnson County
- Discussion of a county-wide keg registration law
- Review of the League of Women Voters regional government report
- Evaluation of consolidating transit services in Johnson County
- Evaluation of a joint emergency response communication system
- Discussion of inclusionary housing policies on a county-wide basis

In February the JCCOG Board took a field trip to view developing areas throughout the urbanized area. JCCOG also worked with Linn County entities during FY2007, in investigating the feasibility of passenger rail transit service between Cedar Rapids, the Armana Colonies, and the Coralville/Iowa City Urbanized Iowa; and in planning trail corridors linking the two counties.

JCCOG has a website at www.jccog.org. This website provides general information about JCCOG; published technical reports; and agendas and meeting minutes of all public meetings.

JCCOG is organized administratively under the City of Iowa City. JCCOG staff are employees of the City of Iowa City and subject to all rights and benefits accorded to City of Iowa City employees. Non-administrative staff are organized under the American

Federation of State, County, and Municipal Employees (AFSCME). JCCOG services are made available to other JCCOG member agencies by virtue of a 28E agreement. The JCCOG urbanized area and rural policy boards have authority over the policies and work programs of JCCOG. The JCCOG policy boards do not have authority over administrative matters pertaining to JCCOG; that is the purview of the City of Iowa City.

The proposed FY08 JCCOG Budget and Financial Forecast reflects the JCCOG program of services as reorganized by the JCCOG Urbanized Area Policy Board in March of 2006. The significant modifications made at that time included:

- Acknowledging the trend of an increasing number of projects addressed by JCCOG under the Administration Division.
- Acknowledgement that the JCCOG Executive Director by necessity will be less involved in the Transportation Planning Division and more involved in administrative issues.
- Elimination of the JCCOG Solid Waste Management Planning Division and reorganization of the JCCOG Solid Waste Management Planner under transportation planning and administration/special projects. This may include solid waste management projects.
- Reorientation of the JCCOG Human Services Planning Coordinator and the activities of the JCCOG Human Services Planning Division. Activities of the division are to be oriented to strategic funding strategies for human service agencies with performance-based evaluation factors developed. Coordination between agencies to eliminate duplication and increase efficiencies remains a priority.
- The proposed Johnson County Joint Emergency Communication Center, land use planning, and affordable housing were identified as new issues expected to require JCCOG attention in the future.
- Elimination of individual assessments for the JCCOG functional areas. All member entities of JCCOG are eligible for all JCCOG services by virtue of a single assessment.

The focus of JCCOG remains fulfilling federal and state requirements and producing locally-generated transportation studies for JCCOG member agencies. These studies are intended to result in better information on which to base policy and project programming decisions.

The overall FY08 JCCOG budget reflects a 2.5% increase from the approved FY07 budget. Over 80% of the JCCOG budget is for employee salaries, wages and benefits. Healthcare insurance premiums continue to increase at a significantly higher rate than the overall budget.

JCCOG continues to use planning interns funded by the University of Iowa. The University of Iowa's \$26,942 assessment in FY08 will be used to fund intern expenses throughout the year. If this amount is not fully expended during the year, the balance is provided

in cash at the end of the year for other JCCOG expenses.

Small communities planning assistance projects will continue to be provided through an arrangement with the East Central Iowa Council of Governments (ECICOG). ECICOG assessments are scheduled to increase 2% in FY08.

The only capital expense in the FY08 JCCOG budget is for replacement of two traffic counters and traffic counting software. The traffic counters are used for the JCCOG traffic analysis data collection program, and are subjected to extreme conditions. It is important that there be a regular program of replacement.

The funding split between JCCOG member agencies remains basically the same as in previous years. The North Liberty assessment has been increased from 2% to 3% of the overall JCCOG budget to more accurately reflect the split of planning activities between JCCOG entities. In FY07 the U.S. DOT provided 23% of the funding for the JCCOG budget. Although subject to change, this is currently scheduled to be the same dollar amount as FY07, which would be 22% of the overall FY08 budget.

Following is a brief summary of the proposed JCCOG Budget and 2-Year Financial Forecast. Also included is a summary of FY08 assessments.

Feel free to contact me if there are any questions.

Administration, Transportation Planning and Human Services Planning Division FY07 – FY10

Activity #459010 (Admin)
 Activity #459020 (TP)
 Activity #459040 (HS)

Expenditures	07		08		09		10	
	Budgeted	Proposed	Forecast	Forecast	Forecast	Forecast		
Salaries and Wages	\$419,959	\$431,370	\$443,436	\$454,474				
Employee Benefits	\$118,980	\$126,338	\$132,390	\$138,267				
Technical Services	\$27,170	\$30,763	\$30,940	\$31,125				
Repair and Maintenance	\$46,023	\$42,198	\$42,848	\$43,761				
Operating Supplies	\$4,546	\$7,002	\$8,081	\$7,362				
Traffic counting equip./software	\$5,113	\$5,000	\$3,650	\$2,800				
TOTAL	\$621,791	\$642,671	\$661,345	\$677,789				

The Administration Division consists of a half-time Executive Director, a .2 FTE Administrative Secretary and a .4 FTE Graphics Assistant. The Administration Division provides oversight and support to the staff of JCCOG. The Executive Director supervises all JCCOG personnel. The Executive Director coordinates the budget process and the preparation of division work programs. Other administrative duties include preparation of mailings, preparing graphic materials, and the annexation notification process to the Johnson County Mutual Aid Association. The JCCOG Administration Division provides a county-wide forum for any issue involving member governments.

JCCOG is designated by the Governor of the State of Iowa as the Metropolitan Planning Organization (MPO) for the Iowa City Urbanized Area. The JCCOG Transportation Planning Division must fulfill the federal requirements of the 3-C transportation planning process. This process is required of all urbanized areas to maintain eligibility for grant programs of the United States Department of Transportation and the Iowa Department of Transportation.

The **JCCOG Transportation Technical Advisory Committee** advises the Urbanized Area Policy Board on transportation planning policy matters. This committee is composed of transportation staff members of JCCOG member agencies. The committee meets on an as-needed basis. The **JCCOG Regional Trails and Bicycling Committee (RTBC)** advises the Urbanized Area Policy Board on matters pertaining to pedestrian and bicycle activity.

The JCCOG Human Services Planning Division assists JCCOG members with planning and coordination for human services. The Human Services Coordinator works with local not-for-profit agencies, the Department of Human Services, and United Way of Johnson County to avoid duplication of effort and ensure that programs are cost-effective and meet the needs of the community. The JCCOG Human Services Planning Division prepares and distributes the JCCOG/Johnson County Services Directory. This directory of local human service programs facilitates client referrals and promotes community understanding of local programs. The Human Services Planning Division also helps local service providers secure federal, state, and special grant funding for necessary programs. The JCCOG Human Services Planning Division coordinates the annual joint funding process for human service agencies. This coordinated process ensures that funding decisions result in the highest possible quality of service while limiting program costs.

East Central Iowa Council of Governments FY07- FY10

Activity #459030

- General Assessment
- Small Communities Planning Assistance

Expenditures	07	08	09	10
	Budgeted	Proposed	Forecast	Forecast
Aid to Agencies	\$42,900	\$43,734	\$45,046	\$46,397
TOTAL	\$42,900	\$43,734	\$45,046	\$46,397

Revenues	Population	General Assessment		Small Communities Planning Assistance		Total FY08 ECICOG Assessment	
		%	08 Assessment	%	08 Assessment	%	08 Assessment
lowa City	62,380	54.18	\$20,332	--	--	46.49	\$20,332
Johnson County (rural)	21,473	18.65	\$6,999	--	--	16.00	\$6,999
Coralville	17,264	14.99	\$5,625	56.98	\$3,537	20.95	\$9,162
North Liberty	7,224	6.27	\$2,353	23.84	\$1,480	8.76	\$3,833
Solon	1,177	1.02	\$383	3.88	\$241	1.43	\$624
Lone Tree	1,151	1.00	\$375	3.80	\$236	1.40	\$611
Tiffin	1,037	.90	\$338	3.42	\$212	1.26	\$550
University Heights	987	.86	\$323	--	--	.74	\$323
Swisher	813	.71	\$266	2.68	\$166	.99	\$432
Oxford	705	.61	\$229	2.33	\$145	.85	\$374
Hills	679	.59	\$221	2.24	\$139	.82	\$360
Shueyville	250	.22	\$83	0.83	\$51	.31	\$134
	115,140	100.00	\$37,527	100.00	\$6,207	100.00	\$43,734

ECICOG is a multi-county regional planning agency which includes Johnson County. It is Region 10 in the state's system of regional planning agencies. Planning assistance is available through ECICOG to the small communities in Johnson County. All municipalities in Johnson County pay a population-based general assessment for the overall support of ECICOG. An additional planning assistance assessment is made to those communities which use ECICOG's services.

Summary of FY2008 Assessments

	Admin/Transportation/ <u>Human Services</u>	ECICOG: <u>General</u>	ECICOG: <u>Sm. Comm.</u>	<u>Total</u>	<u>%</u>
	Iowa City	\$356,173	\$20,332	--	\$376,505
Coralville	\$44,275	\$5,625	\$3,537	\$53,437	8
Johnson County	\$37,427	\$6,999	--	\$44,426	6
North Liberty	\$16,759	\$2,353	\$1,480	\$20,592	3
Tiffin	\$3,625	\$338	\$212	\$4,175	1
Solon	\$801	\$383	\$241	\$1,425	<1
Lone Tree	\$784	\$375	\$236	\$1,395	<1
Swisher	\$554	\$266	\$166	\$986	<1
University Heights	\$675	\$323	--	\$998	<1
Oxford	\$484	\$229	\$145	\$858	<1
Hills	\$468	\$221	\$139	\$828	<1
Shueyville	\$175	\$83	\$51	\$309	<1
University of Iowa	\$26,942	--	--	\$26,942	4
US DOT	<u>\$153,529</u>	--	--	<u>\$153,529</u>	<u>22</u>
Total	\$642,671	\$37,527	\$6,207	\$686,405	100

Summary of FY2008 Assessments

FY2008 JCCOG Budget

