

**ROGUE VALLEY COUNCIL OF GOVERNMENTS
STATE OF OREGON
2019 - 2020
ADOPTED OPERATING BUDGET**



**ADOPTED BY THE BOARD OF DIRECTORS
June 26, 2019**

ROGUE VALLEY COUNCIL OF GOVERNMENTS
2019 - 2020
ADOPTED OPERATING BUDGET

TABLE OF CONTENTS

Rogue Valley Council of Governments Overview	3
Total All Funds Combined Budget	4
Total All Funds Budget	10
Summary of Each Fund With Comparisons:	
General Fund	12
Special Revenue Fund	16
Natural Resources Program	20
Community Development Program	22
Senior and Disability Services Community Living Program	24
Senior and Disability Services Senior Nutrition Program	26
Transportation Planning Program	28
Land Use Planning Program	30
Support Services Fund	32
Computer Replacement Fund	34
Building Operations & Maintenance Fund	35
Leave Liability Fund	36
Vehicle Operations & Maintenance Fund	37
Food & Friends Endowment	38
Summary of Personnel	39

ROGUE VALLEY COUNCIL OF GOVERNMENTS

ORGANIZATION OVERVIEW

Councils of Governments (COG) are voluntary associations of cities, counties, and special purpose districts within a distinct region, serving as planning, coordination, program development, and service delivery organizations. The first COG was established in 1947, and currently COGs serve 35,000 of the country's 39,000 general purpose governments. They exist to promote regional cooperation and provide services and resources that might not otherwise be affordable or available to local governments. While COGs differ in their mix of programs from one region to another, they always share a fundamental purpose – to work with the expressed consent and support of their members to facilitate outcomes that improve the local and regional quality of life.

In 1968, under the provisions of Chapter 190 of the Oregon Revised Statutes, the Rogue Valley Council of Governments (RVCOG) was established by local jurisdictions to operate in Jackson and Josephine counties. Currently, RVCOG has 23 members: 15 local governments and 8 other entities (special districts and institutions of higher education). Elected and appointed representatives from each of the members serve on RVCOG's Board of Directors, which governs the organization at the policy level. In addition to the Board, RVCOG's moving parts comprise an Executive Committee, professional staff, and a variety of permanent and temporary advisory committees of stakeholders, members of the public, and technical experts. In terms of funding, the vast majority comes through grants and contracts with federal, state, and local governments, with additional funding from donations and membership dues.

Although the specifics of RVCOG's program offerings have evolved over the years in response to new needs of members and changing funding sources, the COG has always maintained its fundamental role as a regional resource for technical expertise and project management, as well as a collective voice for the region when working with the State or Federal government. As we have worked over the years to constantly improve the ways in which we have filled this important niche in southern Oregon, we have also developed an appreciation for the need to balance our dedication to providing highly professional and affordable services with the need to be responsible stewards of public funds and effective financial managers. We trust this budget will demonstrate that we are having success at meeting our members' expectations on both counts.

ROGUE VALLEY COUNCIL OF GOVERNMENTS

TOTAL ALL FUNDS COMBINED BUDGET

This summary budget is presented for all funds combined to provide a summary of the total operating costs of the Rogue Valley Council of Governments. It includes revenues from all funding sources, including some inter-fund revenues that are offset by inter-fund transfers and charges for services provided between operating funds.

The resources available to fund the budget are derived primarily from contracts and grants from other governmental jurisdictions, predominantly federal and state. The other significant source of revenue is derived from donations, principally from the Food & Friends Senior Meals Program.

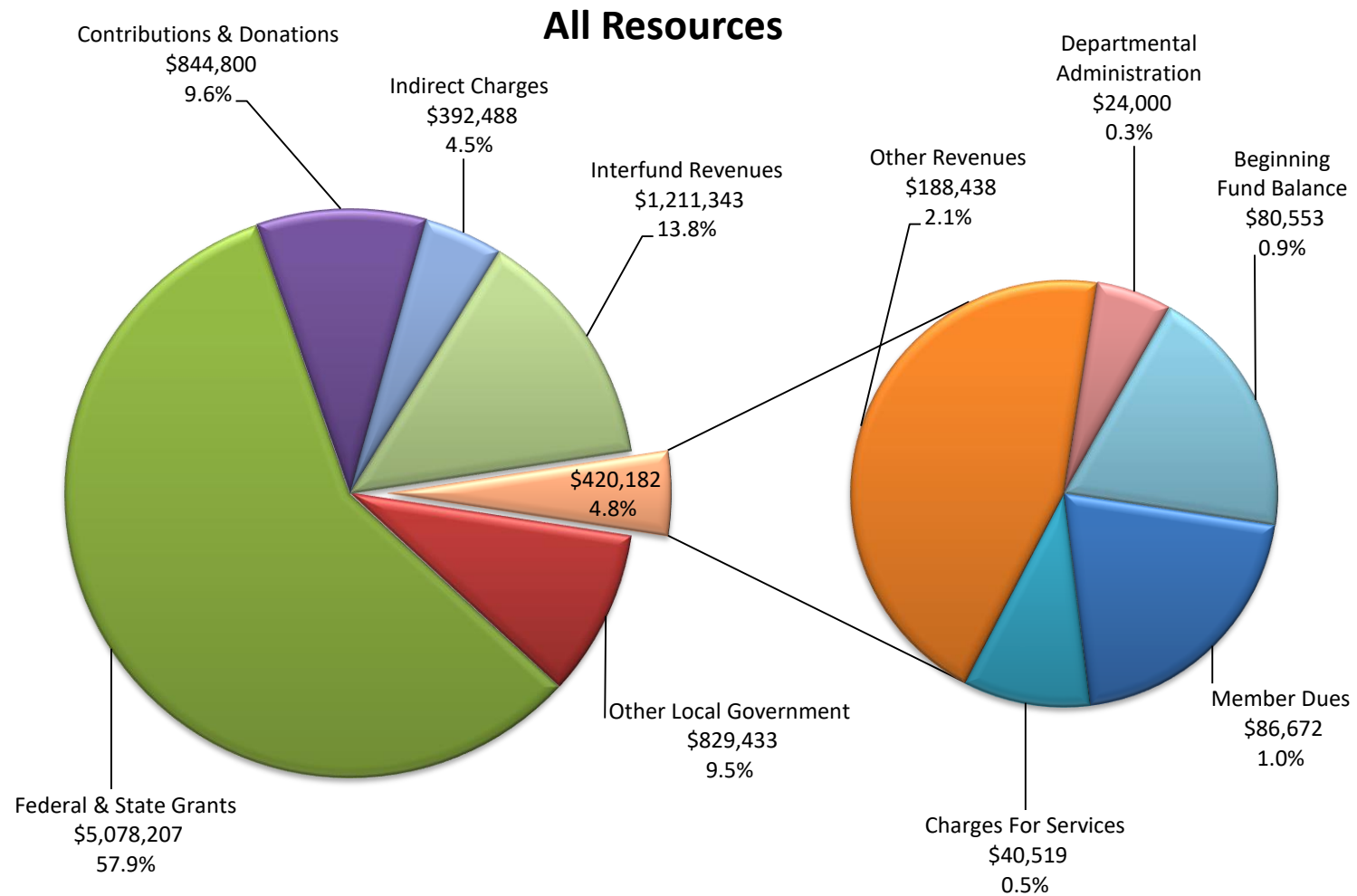
			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Resources</u>						
Member Dues	132,378	85,848	86,438	86,672	86,672	86,672
Other Local Government	1,999,781	1,398,120	880,642	829,433	829,433	829,433
Federal & State Grants	3,819,629	3,574,440	4,666,499	5,078,207	5,078,207	5,078,207
Contributions & Donations	1,131,445	905,585	959,250	844,800	844,800	844,800
Charges For Services	67,293	64,571	35,569	40,519	40,519	40,519
Other Revenues	293,006	610,692	169,169	188,438	188,438	188,438
Indirect Charges	405,205	377,870	373,011	392,488	392,488	392,488
Departmental Administration	46,046	21,486	29,752	24,000	24,000	24,000
Interfund Revenues	1,153,476	1,111,631	1,207,194	1,211,343	1,211,343	1,211,343
Interfund Support Transfers	90,477	529,731	102,785	-	-	-
Beginning Fund Balance	-	-	222,800	80,553	80,553	80,553
Total Resources	9,138,736	8,679,974	8,733,109	8,776,453	8,776,453	8,776,453
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	2,270,640	2,437,987	2,318,100	2,344,437	2,344,437	2,344,437
Employee Benefits	1,085,909	978,931	1,018,743	1,151,589	1,151,589	1,151,589
Total Personnel	3,356,549	3,416,918	3,336,843	3,496,026	3,496,026	3,496,026
<u>Materials & Services</u>						
Supplies & Materials	954,776	515,953	572,962	722,917	722,917	722,917
Purchased Services	2,083,283	1,965,096	2,721,115	2,562,825	2,562,825	2,562,825
Other Expenses	22,616	10,000	3,000	-	-	-
Total Materials & Services	3,060,675	2,491,049	3,297,077	3,285,742	3,285,742	3,285,742

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Capital Outlay</u>	8,588	-	261,000	-	-	-
<u>Debt Service</u>	3,213	3,213	-	-	-	-
<u>Operating Contingency</u>	30,000	25,000	68,747	275,513	275,513	275,513
<u>Internal Charges</u>						
Indirect Charges	405,205	375,795	373,011	392,488	392,488	392,488
Departmental Administration	46,046	21,486	29,752	24,000	24,000	24,000
Interfund Charges	1,533,842	1,171,792	1,207,194	1,211,343	1,211,343	1,211,343
Interfund Support Transfers	90,477	508,633	102,785	-	-	-
Total Internal Charges	2,075,570	2,077,706	1,712,742	1,627,831	1,627,831	1,627,831
Total Appropriated Expenditures	8,534,595	8,013,886	8,676,409	8,685,112	8,685,112	8,685,112
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	40,676	44,894	39,000	81,278	81,278	81,278
Ending Fund Balance	-	-	17,700	10,063	10,063	10,063
Total Unappropriated Expenditures	40,676	44,894	56,700	91,341	91,341	91,341
Total Expenditures	8,575,271	8,058,780	8,733,109	8,776,453	8,776,453	8,776,453
Total Resources Less Expenditures	563,465	621,194	-	-	-	-

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Summary of</u>						
<u>Appropriated Expenditures</u>						
General Fund	736,111	856,498	823,259	509,043	509,043	509,043
Special Revenue Fund						
Natural Resources Program	278,226	278,226	422,595	430,046	430,046	430,046
Community Development Program	258,685	98,322	91,113	108,457	108,457	108,457
SDS Community Living Programs	2,332,522	2,453,709	3,200,694	3,297,393	3,297,393	3,297,393
SDS DDRV Program	693,989	502,472	-	-	-	-
SDS Senior Nutrition Program	1,815,599	1,849,527	1,911,344	1,928,259	1,928,259	1,928,259
Transportation Planning Program	687,598	618,631	761,014	905,690	905,690	905,690
Land Use Planning Program	106,845	109,426	137,852	162,907	162,907	162,907
Internal Service Funds						
Support Service Fund	915,714	584,061	643,124	648,245	648,245	648,245
Computer Replacement Fund	34,726	27,692	25,905	30,000	30,000	30,000
Building Operation & Maintenance Fund	35,513	38,398	104,748	90,432	90,432	90,432
Building Debt Service Fund	3,238	3,238	-	-	-	-
Leave Liability Fund	587,857	552,739	526,561	538,170	538,170	538,170
Vehicle Operation & Maintenance Fund	25,356	28,120	25,200	33,470	33,470	33,470
Food & Friends Endowment	22,616	12,827	3,000	3,000	3,000	3,000
Total Appropriated Expenditures	8,534,595	8,013,886	8,676,409	8,685,112	8,685,112	8,685,112

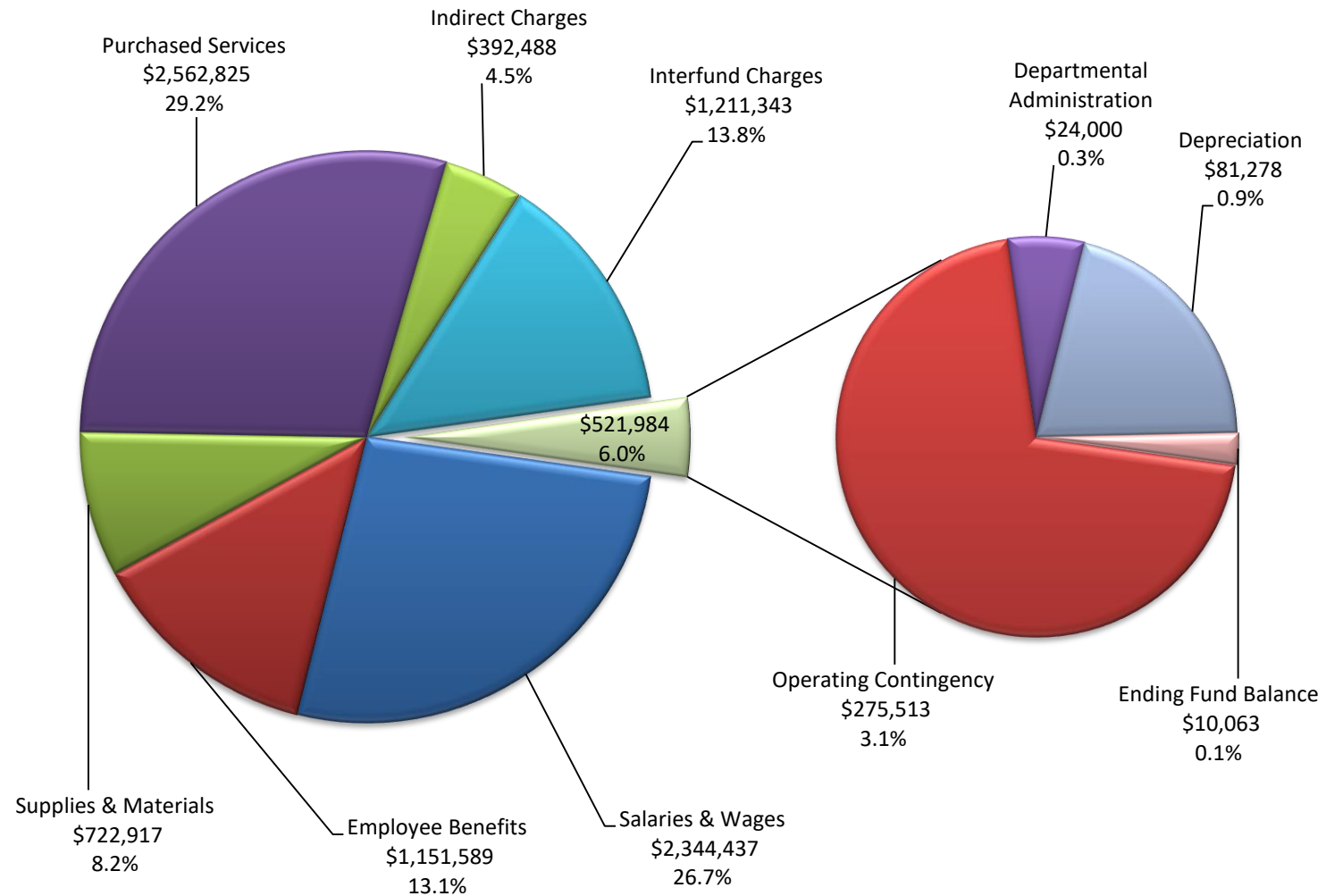


**ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL RVCOG ALL FUNDS COMBINED BUDGET**



ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL RVCOG ALL FUNDS COMBINED BUDGET

All Expenditures



ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL ADOPTED 2019-2020 ALL FUNDS BUDGET

		Special Revenue Fund						
				SDS	Developmental			
		Natural	Community	Community	Disabilities	Transportation	Land Use	
		Resources	Development	Living	Region V	Planning	Planning	Total Special
General Fund		Program	Program	Program	Program	Program	Program	Revenue Fund
<u>Resources</u>								
Member Dues	48,088	-	-	-	-	38,584	-	38,584
Other Local Government	68,467	175,652	104,883	176,379	82,000	-	147,248	686,162
Federal & State Grants	-	227,324	-	3,014,505	963,209	873,169	-	5,078,207
Contributions & Donations	-	-	-	-	844,800	-	-	844,800
Charges For Services	-	-	-	4,869	-	-	-	4,869
Other Revenues	-	22,303	-	101,640	13,250	-	-	137,193
Indirect Charges	392,488	-	-	-	-	-	-	-
Departmental Administration Allocation	-	4,767	3,574	-	-	-	15,659	24,000
Interfund Revenues	-	-	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	25,000	-	-	25,000
Total Resources	509,043	430,046	108,457	3,297,393	1,928,259	911,753	162,907	6,838,815
<u>Expenditures</u>								
<u>Personnel</u>								
Salaries & Wages	191,595	116,588	40,976	785,961	310,938	228,850	61,063	1,544,376
Employee Benefits	100,912	40,329	26,953	409,702	129,393	113,027	35,157	754,561
Total Personnel	292,507	156,917	67,929	1,195,663	440,331	341,877	96,220	2,298,937
<u>Materials & Services</u>								
Supplies & Materials	60,538	17,864	1,601	123,922	172,404	110,649	4,245	430,685
Purchased Services	6,000	162,101	500	1,280,104	1,054,400	7,750	-	2,504,855
Other Expenses	-	-	-	-	-	-	-	-
Total Materials & Services	66,538	179,965	2,101	1,404,026	1,226,804	118,399	4,245	2,935,540
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Operating Contingency	26,000	3,848	-	-	-	245,665	-	249,513
<u>Internal Charges</u>								
Indirect Charges	6,261	25,475	10,989	198,195	72,930	56,286	15,566	379,441
Departmental Administration Charges	1,079	4,251	2,938	-	-	73	15,659	22,921
Interfund Charges	116,658	59,590	24,500	499,509	188,194	143,390	31,217	946,400
Interfund Support Transfers	-	-	-	-	-	-	-	-
Total Internal Charges	123,998	89,316	38,427	697,704	261,124	199,749	62,442	1,348,762
Total Appropriated Expenditures	509,043	430,046	108,457	3,297,393	1,928,259	905,690	162,907	6,832,752
<u>Expenditures Not Subject to Appropriation</u>								
Depreciation	-	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	6,063	-	6,063
Total Unappropriated Expenditures	-	-	-	-	-	6,063	-	6,063
Total Expenditures	509,043	430,046	108,457	3,297,393	1,928,259	911,753	162,907	6,838,815
Total Resources Less Expenditures	-	-	-	-	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL ADOPTED 2019-2020 ALL FUNDS BUDGET

Internal Service Funds								
	Support Services Fund	Computer Replacement Fund	Building Operations & Maintenance Fund	Building Debt Service Fund	Building Addition Debt Service Fund	Total Internal Service Funds	Food & Friends Endowment Fund	Total RVCOG Budget
<u>Resources</u>								
Member Dues	-	-	-	-	-	-	-	86,672
Other Local Government	74,804	-	-	-	-	74,804	-	829,433
Federal & State Grants	-	-	-	-	-	-	-	5,078,207
Contributions & Donations	-	-	-	-	-	-	-	844,800
Charges For Services	-	-	35,650	-	-	35,650	-	40,519
Other Revenues	9,245	-	-	-	35,000	44,245	7,000	188,438
Indirect Charges	-	-	-	-	-	-	-	392,488
Departmental Administration Allocation	-	-	-	-	-	-	-	24,000
Interfund Revenues	564,196	13,753	79,754	538,170	15,470	1,211,343	-	1,211,343
Interfund Support Transfers	-	-	-	-	-	-	-	-
Beginning Fund Balance	-	17,847	37,706	-	-	55,553	-	80,553
Total Resources	648,245	31,600	153,110	538,170	50,470	1,421,595	7,000	8,776,453
<u>Expenditures</u>								
<u>Personnel</u>								
Salaries & Wages	250,231	-	-	358,235	-	608,466	-	2,344,437
Employee Benefits	116,181	-	-	179,935	-	296,116	-	1,151,589
Total Personnel	366,412	-	-	538,170	-	904,582	-	3,496,026
<u>Materials & Services</u>								
Supplies & Materials	92,292	30,000	72,932	-	33,470	228,694	3,000	722,917
Purchased Services	34,470	-	17,500	-	-	51,970	-	2,562,825
Other Expenses	-	-	-	-	-	-	-	-
Total Materials & Services	126,762	30,000	90,432	-	33,470	280,664	3,000	3,285,742
<u>Capital Outlay</u>	-	-	-	-	-	-	-	-
<u>Debt Service</u>	-	-	-	-	-	-	-	-
<u>Operating Contingency</u>	-	-	-	-	-	-	-	275,513
<u>Internal Charges</u>								
Indirect Charges	6,786	-	-	-	-	6,786	-	392,488
Departmental Administration Charges	-	-	-	-	-	-	-	24,000
Interfund Charges	148,285	-	-	-	-	148,285	-	1,211,343
Interfund Support Transfers	-	-	-	-	-	-	-	-
Total Internal Charges	155,071	-	-	-	-	155,071	-	1,627,831
Total Appropriated Expenditures	648,245	30,000	90,432	538,170	33,470	1,340,317	3,000	8,685,112
<u>Expenditures Not Subject to Appropriation</u>								
Depreciation	-	1,600	62,678	-	17,000	81,278	-	81,278
Ending Fund Balance	-	-	-	-	-	-	4,000	10,063
Total Unappropriated Expenditures	-	1,600	62,678	-	17,000	81,278	4,000	91,341
Total Expenditures	648,245	31,600	153,110	538,170	50,470	1,421,595	7,000	8,776,453
Total Resources Less Expenditures	-	-	-	-	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS

TOTAL GENERAL FUND BUDGET

The General Fund budget provides the resources necessary to sustain the day-to-day activities of the organization, and is therefore responsible for meeting RVCOG's administrative and operating expenses. The principle funding source for the General Fund is the indirect charges levied on all applicable staff hours spent on projects included in the Special Revenue Fund. The indirect rate is a federally approved percentage that can be applied to federal grants and contracts, and by default to all other grants and contracts, in order to provide funding for administrative overhead costs. In fiscal year 2019-2020, the indirect rate will remain unchanged at 14% (this equates to a 4.47% effective indirect rate when calculated against the full RVCOG budget). RVCOG also direct charges a fairly significant portion of its administrative and operational costs to individual projects through the Internal Service Funds. Additional revenue is also received for administrative services provided under contract with the Jackson County Library District.

A minor revenue source for the General Fund, membership dues (a total of \$48,088, slightly more than one half of one percent of the organization's overall budget), are collected from each RVCOG member jurisdiction, and are used to pay for specific expenditures that federal regulations do not allow or restrict in the indirect rate calculation. The COG has been capable of reducing its membership dues to the lowest point in its 50-year history due in large part to the federal government's relatively recent decision to allow a variety of pre-project activities (initial conversations with member jurisdictions about needs or project ideas, research, scope of work preparation, grant writing, pre-award activities, etc.) to be included in the overall organizational indirect rate. In the upcoming fiscal year RVCOG will collect \$51,000 from indirect for pre-project costs, and will add half of membership dues (\$24,000) for these same activities, for a total of \$75,000.

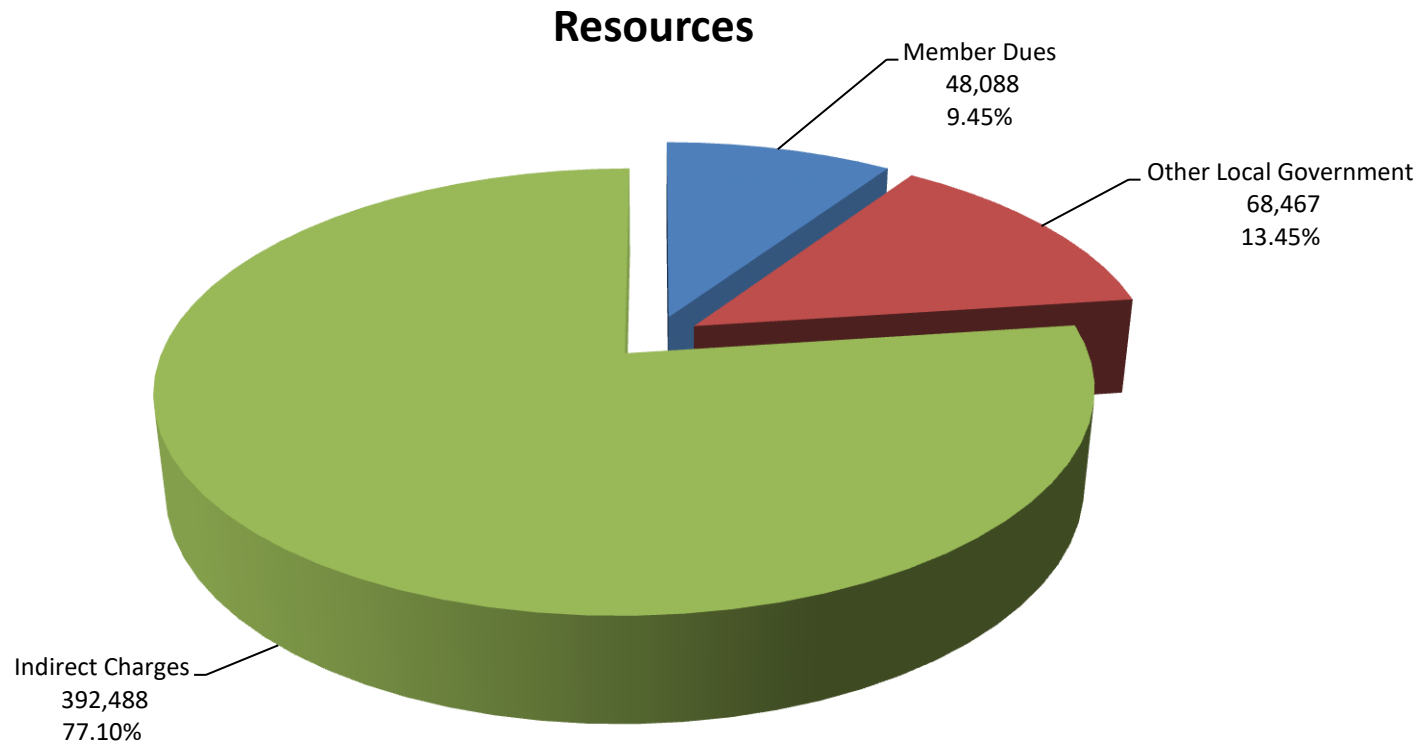
A new project included in the General Fund is RVCOG's Drone Program, a service available to member jurisdictions. Drone services are provided by FAA licensed staff and are billed at an hourly rate. Available services include video production and aerial photography, 3D modeling, life cycle monitoring, aerial mapping, project overlays, GIS mapping, and pipeline inspection.

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Resources</u>						
Member Dues	96,175	48,088	48,088	48,088	48,088	48,088
Other Local Government	139,875	282,949	99,375	68,467	68,467	68,467
Federal & State Grants	2,020	-	-	-	-	-
Contributions & Donations	17,650	105,775	80,000	-	-	-
Charges For Services	12,920	3,795	-	-	-	-
Other Revenues	147,194	186,922	-	-	-	-
Indirect Charges	405,182	377,870	373,011	392,488	392,488	392,488
Departmental Administration	-	-	-	-	-	-
Interfund Revenues	31,213	-	-	-	-	-
Interfund Support Transfers	23,094	140,231	102,785	-	-	-
Beginning Fund Balance	-	-	120,000	-	-	-
Total Resources	875,323	1,145,630	823,259	509,043	509,043	509,043

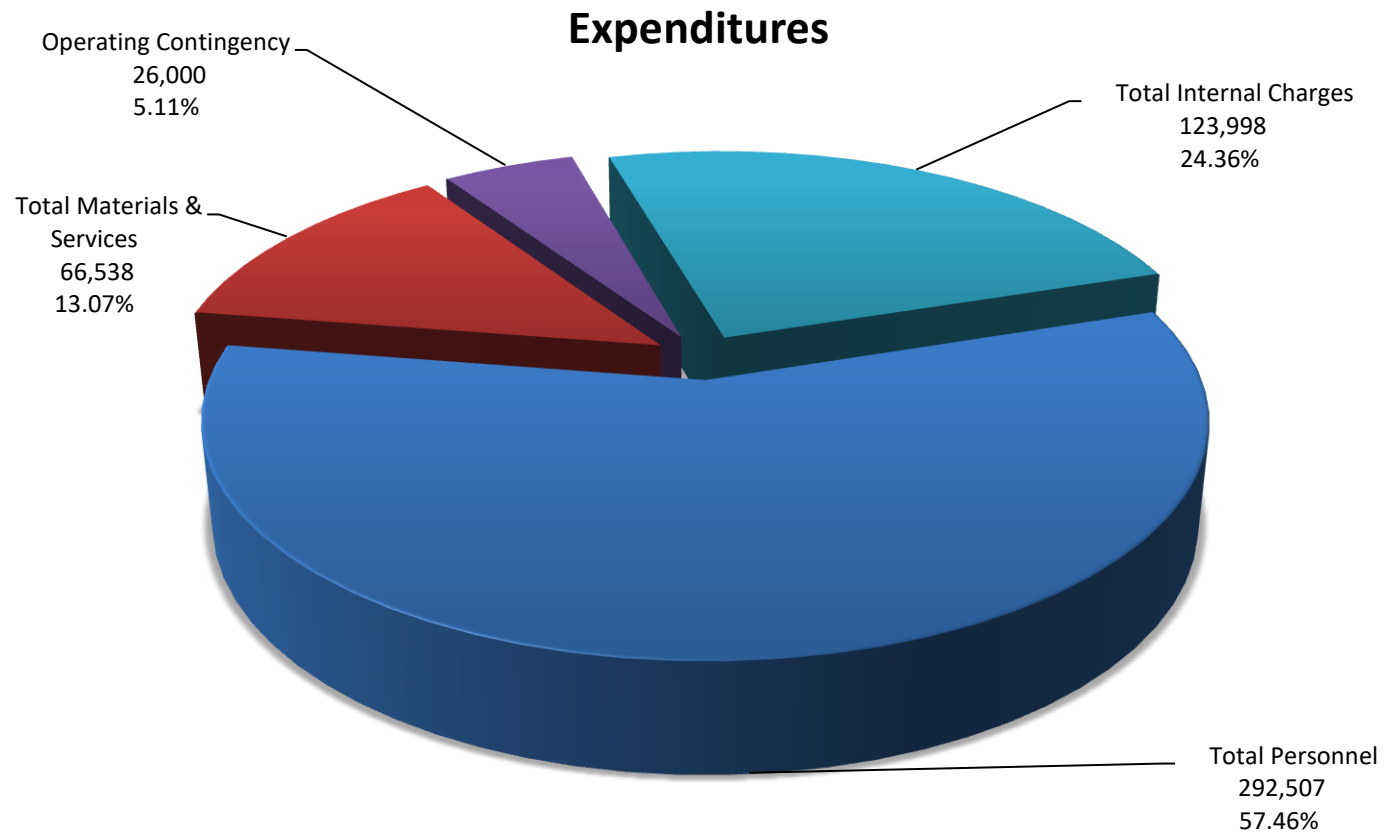
**ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL GENERAL FUND BUDGET**

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	227,747	182,526	203,220	191,595	191,595	191,595
Employee Benefits	101,777	88,429	98,486	100,912	100,912	100,912
Total Personnel	329,524	270,955	301,706	292,507	292,507	292,507
<u>Materials & Services</u>						
Supplies & Materials	76,342	23,749	69,473	60,538	60,538	60,538
Purchased Services	24,859	122,609	1,000	6,000	6,000	6,000
Other Expenses	-	-	-	-	-	-
Total Materials & Services	101,201	146,358	70,473	66,538	66,538	66,538
<u>Capital Outlay</u>						
	-	-	200,000	-	-	-
<u>Debt Service</u>						
	-	-	-	-	-	-
<u>Operating Contingency</u>						
	30,000	25,000	10,000	26,000	26,000	26,000
<u>Internal Charges</u>						
Indirect Charges	18,759	10,188	10,140	6,261	6,261	6,261
Departmental Administration	-	-	493	1,079	1,079	1,079
Interfund Charges	166,150	129,789	127,662	116,658	116,658	116,658
Interfund Support Transfers	90,477	274,208	102,785	-	-	-
Total Internal Charges	275,386	414,185	241,080	123,998	123,998	123,998
Total Appropriated Expenditures	736,111	856,498	823,259	509,043	509,043	509,043
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	-	-	-	-	-	-
Total Expenditures	736,111	856,498	823,259	509,043	509,043	509,043
Total Resources Less Expenditures	139,212	289,132	-	-	-	-

**ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL GENERAL FUND BUDGET**



ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL GENERAL FUND BUDGET



ROGUE VALLEY COUNCIL OF GOVERNMENTS TOTAL SPECIAL REVENUE FUND BUDGET

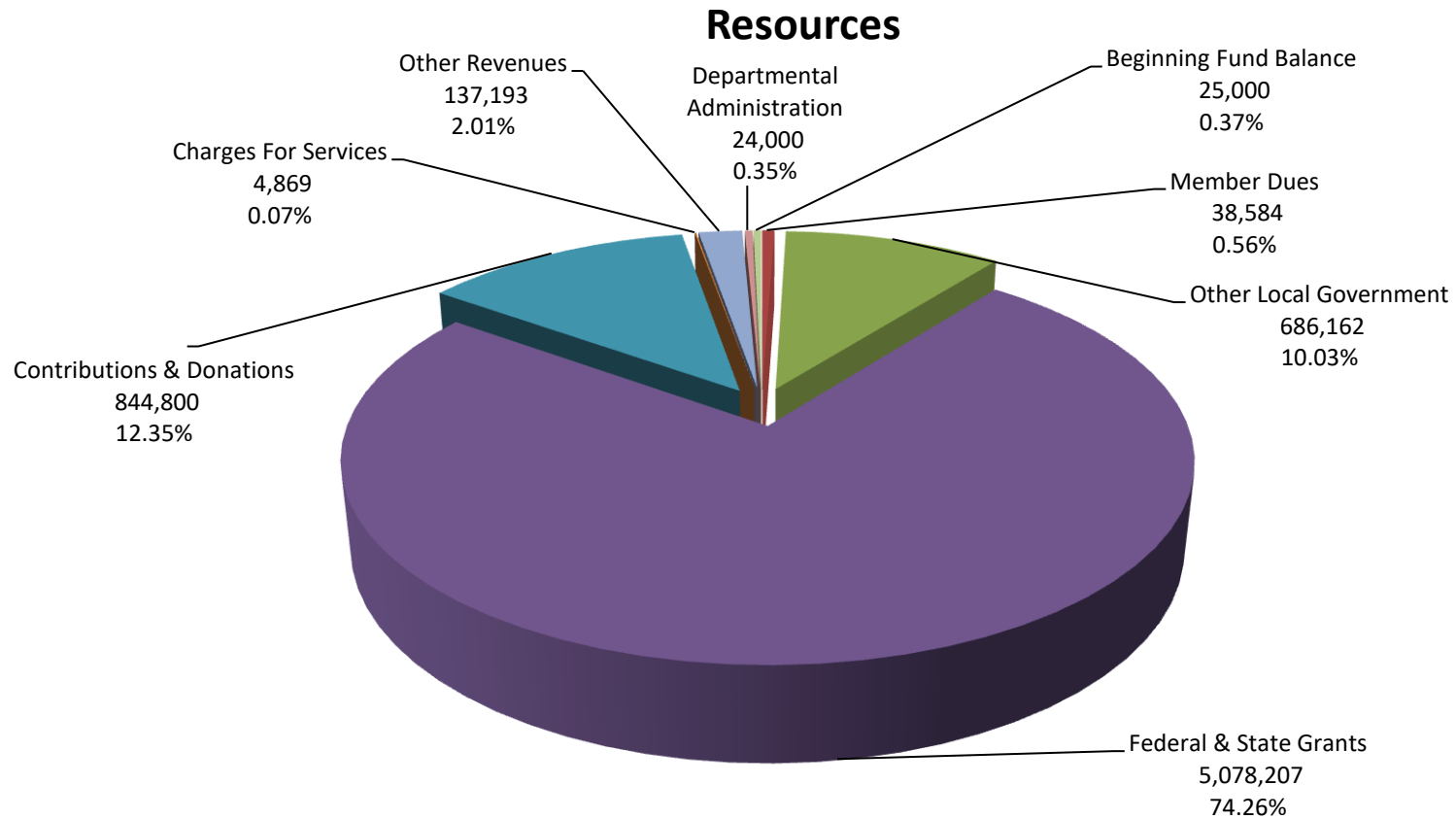
The Special Revenue Fund includes the six main areas of program implementation within RVCOG -- Natural Resources, Community Development, Senior and Disability Services Community Living, Senior and Disability Services Senior Nutrition, Transportation Planning, and Land Use Planning. The Special Revenue Fund is almost entirely funded by grants and contracts with other governmental entities predominantly from federal and state government, although significant revenue from local government is also obtained in exchange for specific services.

	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>	<u>2018/19 Adopted Budget</u>	<u>2019/20 Proposed Budget</u>	<u>2019/20 Approved Budget</u>	<u>2019/20 Adopted Budget</u>
<u>Resources</u>						
Member Dues	36,203	37,760	38,350	38,584	38,584	38,584
Other Local Government	1,405,191	1,025,712	685,023	686,162	686,162	686,162
Federal & State Grants	3,811,160	3,569,547	4,666,499	5,078,207	5,078,207	5,078,207
Contributions & Donations	727,253	799,810	879,250	844,800	844,800	844,800
Charges For Services	53,473	56,707	35,569	4,869	4,869	4,869
Other Revenues	141,122	407,959	145,169	137,193	137,193	137,193
Indirect Charges	-	-	-	-	-	-
Departmental Administration	46,046	21,486	29,752	24,000	24,000	24,000
Interfund Revenues	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	45,000	25,000	25,000	25,000
Total Resources	6,220,448	5,918,981	6,524,612	6,838,815	6,838,815	6,838,815
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	1,662,776	1,609,860	1,487,513	1,544,376	1,544,376	1,544,376
Employee Benefits	698,972	629,287	638,953	754,561	754,561	754,561
Total Personnel	2,361,748	2,239,147	2,126,466	2,298,937	2,298,937	2,298,937
<u>Materials & Services</u>						
Supplies & Materials	376,645	330,863	353,164	430,685	430,685	430,685
Purchased Services	2,023,949	1,809,043	2,676,072	2,504,855	2,504,855	2,504,855
Other Expenses	-	-	-	-	-	-
Total Materials & Services	2,400,594	2,139,906	3,029,236	2,935,540	2,935,540	2,935,540

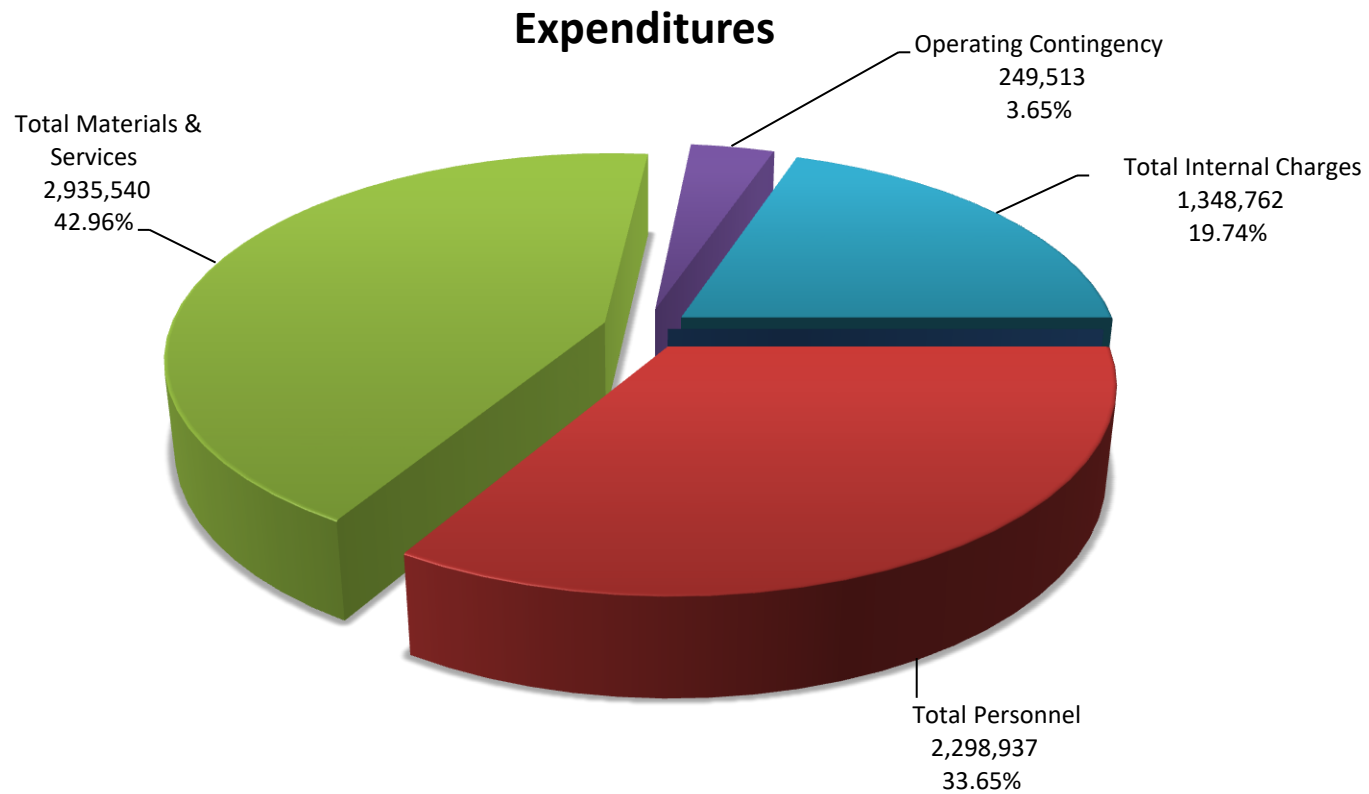
**ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL SPECIAL REVENUE FUND BUDGET**

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Capital Outlay</u>	3,576	-	-	-	-	-
<u>Debt Service</u>	-	-	-	-	-	-
<u>Operating Contingency</u>	-	-	58,747	249,513	249,513	249,513
<u>Internal Charges</u>						
Indirect Charges	377,556	356,784	352,808	379,441	379,441	379,441
Departmental Administration	46,046	21,486	29,259	22,921	22,921	22,921
Interfund Charges	983,944	918,565	928,096	946,400	946,400	946,400
Interfund Support Transfers	-	234,425	-	-	-	-
Total Internal Charges	1,407,546	1,531,260	1,310,163	1,348,762	1,348,762	1,348,762
Total Appropriated Expenditures	6,173,464	5,910,313	6,524,612	6,832,752	6,832,752	6,832,752
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	3,450	1,150	-	-	-	-
Ending Fund Balance	-	-	-	6,063	6,063	6,063
Total Unappropriated Expenditures	3,450	1,150	-	6,063	6,063	6,063
Total Expenditures	6,176,914	5,911,463	6,524,612	6,838,815	6,838,815	6,838,815
Total Resources Less Expenditures	43,534	7,518	-	-	-	-

**ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL SPECIAL REVENUE FUND BUDGET**



**ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL SPECIAL REVENUE FUND BUDGET**



ROGUE VALLEY COUNCIL OF GOVERNMENTS

NATURAL RESOURCES PROGRAM BUDGET

The Natural Resources Program works with member jurisdictions to conserve, protect, and enhance the health of the natural environment while facilitating its responsible use through on-the-ground implementation projects, technical assistance, education and outreach programs, regulatory compliance assistance, and improved coordination between local and regional partners.

Currently the department provides the following services: Water quality monitoring, (design, sample collection, lab analysis, data analysis); Total Maximum Daily Load (TMDL) program development, coordination, and implementation; stormwater program assistance (program development, education and outreach, public participation and public involvement); riparian restoration (project development, species recommendations, planting prescriptions/design, invasive species management, contractor management, project implementation); watershed planning; education and outreach programs including urban runoff/stormwater management, water quality, Salmon Watch, and other programs; GIS; wetland planning and vernal pools; regulatory compliance and permitting; permit monitoring and reporting; grant writing and project development; development and coordination of regional forums and open houses; Clean Air outreach; Brownsfields assessment assistance; and, fish passage improvement.

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Resources</u>						
Member Dues	-	-	-	-	-	-
Other Local Government	199,320	199,320	187,126	175,652	175,652	175,652
Federal & State Grants	50,812	50,812	210,973	227,324	227,324	227,324
Contributions & Donations	-	-	-	-	-	-
Charges For Services	-	-	-	-	-	-
Other Revenues	9,374	9,374	19,267	22,303	22,303	22,303
Indirect Charges	-	-	-	-	-	-
Departmental Administration	20,174	20,174	5,229	4,767	4,767	4,767
Interfund Revenues	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Total Resources	279,680	279,680	422,595	430,046	430,046	430,046
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	100,028	100,028	112,918	116,588	116,588	116,588
Employee Benefits	30,860	30,860	37,692	40,329	40,329	40,329
Total Personnel	130,888	130,888	150,610	156,917	156,917	156,917

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Materials & Services</u>						
Supplies & Materials	9,839	9,839	17,377	17,864	17,864	17,864
Purchased Services	34,721	34,721	139,204	162,101	162,101	162,101
Other Expenses	-	-	-	-	-	-
Total Materials & Services	44,560	44,560	156,581	179,965	179,965	179,965
<u>Capital Outlay</u>	-	-	-	-	-	-
<u>Debt Service</u>	-	-	-	-	-	-
<u>Operating Contingency</u>	-	-	28,920	3,848	3,848	3,848
<u>Internal Charges</u>						
Indirect Charges	19,088	19,088	24,554	25,475	25,475	25,475
Departmental Administration	20,174	20,174	4,735	4,251	4,251	4,251
Interfund Charges	63,516	63,516	57,195	59,590	59,590	59,590
Interfund Support Transfers	-	-	-	-	-	-
Total Internal Charges	102,778	102,778	86,484	89,316	89,316	89,316
Total Appropriated Expenditures	278,226	278,226	422,595	430,046	430,046	430,046
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	-	-	-	-	-	-
Total Expenditures	278,226	278,226	422,595	430,046	430,046	430,046
Total Resources Less Expenditures	1,454	1,454	-	-	-	-

**ROGUE VALLEY COUNCIL OF GOVERNMENTS
COMMUNITY DEVELOPMENT PROGRAM BUDGET**

The Community Development program has focused on grant writing and grant/project administration services in the recent past in response to a significant level of demand from member jurisdictions. Community Development coordinates jurisdictional and multi-jurisdictional projects through all stages: defining need, designing projects that address those needs, obtaining funding, presentations to decision-makers and members of the public, RFPs, contracting, wage standards oversight, and project close-out. As a result of years of error-free grant and loan program administration, RVCOG has an exemplary reputation with those federal and state agencies that provide the most popular and heavily used grant and loan programs available on the local level, including Community Development Block Grants, Water/Wastewater Financing Program, State Energy Program Grants, Energy Efficiency and Conservation Block Grants, Seismic Rehabilitation Grant Program, Safe Drinking Water Revolving Loan Fund, Special Public Works Fund, Water and Wastewater Revolving Loan Fund Grants, Rural Development Loan Assistance, and Oregon Parks and Recreation Department's Local Government Grant Program.

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Resources</u>						
Member Dues	-	-	-	-	-	-
Other Local Government	169,118	44,115	81,495	104,883	104,883	104,883
Federal & State Grants	83,677	13,777	9,618	-	-	-
Contributions & Donations	-	-	-	-	-	-
Charges For Services	-	-	-	-	-	-
Other Revenues	-	41,277	-	-	-	-
Indirect Charges	-	-	-	-	-	-
Departmental Administration	944	-	-	3,574	3,574	3,574
Interfund Revenues	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Total Resources	253,739	99,169	91,113	108,457	108,457	108,457
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	19,927	25,521	40,917	40,976	40,976	40,976
Employee Benefits	5,644	8,713	14,207	26,953	26,953	26,953
Total Personnel	25,571	34,234	55,124	67,929	67,929	67,929

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Materials & Services</u>						
Supplies & Materials	897	1,540	2,599	1,601	1,601	1,601
Purchased Services	177,145	36,644	-	500	500	500
Other Expenses	-	-	-	-	-	-
Total Materials & Services	178,042	38,184	2,599	2,101	2,101	2,101
<u>Capital Outlay</u>	-	-	-	-	-	-
<u>Debt Service</u>	-	-	-	-	-	-
<u>Operating Contingency</u>	-	-	379	-	-	-
<u>Internal Charges</u>						
Indirect Charges	3,942	5,593	9,421	10,989	10,989	10,989
Departmental Administration	944	-	-	2,938	2,938	2,938
Interfund Charges	50,186	20,311	23,590	24,500	24,500	24,500
Interfund Support Transfers	-	-	-	-	-	-
Total Internal Charges	55,072	25,904	33,011	38,427	38,427	38,427
Total Appropriated Expenditures	258,685	98,322	91,113	108,457	108,457	108,457
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	-	-	-	-	-	-
Total Expenditures	258,685	98,322	91,113	108,457	108,457	108,457
Total Resources Less Expenditures	(4,946)	847	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS
SENIOR AND DISABILITY SERVICES COMMUNITY LIVING PROGRAM BUDGET

The Community Living program implements a variety of programs that enable people to live where they want to live as long as possible, such as Oregon Project Independence, housing assistance for homeless people with disabilities, family caregiver support, and evidence based health promotion programs to assist individuals with chronic conditions (or their caregivers) to increase their quality of life. In addition, SDS works in partnership with the local Aging and People with Disabilities District Manager to administer the state's Long-Term Care and Financial Assistance programs for Jackson and Josephine counties. The department is also a fully-functioning Aging and Disabilities Resource Connection (ADRC), which connects people seeking information about long-term care with resources as well as one-on-one assistance planning around current and future long-term care needs. Finally, SDS hosts the Older Adult Behavioral Health Initiative in Jackson County, serves as southwest Oregon's Area Agency on Aging, and works with local Coordinated Care Organizations (CCOs) to develop, implement and evaluate innovative approaches to coordinating and delivering high quality long term-care and support services that improve health and reduce costs.

			2018/19	2019/20	2019/20	2019/20
			Adopted	Proposed	Approved	Adopted
	2016/17 Actual	2017/18 Actual	Budget	Budget	Budget	Budget
<u>Resources</u>						
Member Dues	-	-	-	-	-	-
Other Local Government	171,237	411,839	205,859	176,379	176,379	176,379
Federal & State Grants	2,093,620	2,012,019	2,881,537	3,014,505	3,014,505	3,014,505
Contributions & Donations	-	6,388	-	-	-	-
Charges For Services	4,315	7,283	3,746	4,869	4,869	4,869
Other Revenues	72,791	16,179	109,552	101,640	101,640	101,640
Indirect Charges	-	-	-	-	-	-
Departmental Administration	9,577	-	-	-	-	-
Interfund Revenues	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Total Resources	2,351,540	2,453,708	3,200,694	3,297,393	3,297,393	3,297,393
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	694,201	741,617	732,769	785,961	785,961	785,961
Employee Benefits	311,253	335,248	353,910	409,702	409,702	409,702
Total Personnel	1,005,454	1,076,865	1,086,679	1,195,663	1,195,663	1,195,663

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Materials & Services</u>						
Supplies & Materials	102,537	92,123	37,547	123,922	123,922	123,922
Purchased Services	679,317	658,556	1,442,418	1,280,104	1,280,104	1,280,104
Other Expenses	-	-	-	-	-	-
Total Materials & Services	<u>781,854</u>	<u>750,679</u>	<u>1,479,965</u>	<u>1,404,026</u>	<u>1,404,026</u>	<u>1,404,026</u>
<u>Capital Outlay</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Debt Service</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Operating Contingency</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Internal Charges</u>						
Indirect Charges	162,387	174,353	181,163	198,195	198,195	198,195
Departmental Administration	9,577	-	-	-	-	-
Interfund Charges	373,250	451,812	452,887	499,509	499,509	499,509
Interfund Support Transfers	-	-	-	-	-	-
Total Internal Charges	<u>545,214</u>	<u>626,165</u>	<u>634,050</u>	<u>697,704</u>	<u>697,704</u>	<u>697,704</u>
Total Appropriated Expenditures	<u>2,332,522</u>	<u>2,453,709</u>	<u>3,200,694</u>	<u>3,297,393</u>	<u>3,297,393</u>	<u>3,297,393</u>
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>2,332,522</u>	<u>2,453,709</u>	<u>3,200,694</u>	<u>3,297,393</u>	<u>3,297,393</u>	<u>3,297,393</u>
Total Resources Less Expenditures	<u>19,018</u>	<u>(1)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

ROGUE VALLEY COUNCIL OF GOVERNMENTS

SENIOR NUTRITION PROGRAM BUDGET

Food & Friends, the senior meals program, provides meals to eligible seniors or disabled adults in Jackson and Josephine County who would benefit from improved nutrition, wellness checks, and social contact. The program's eleven congregate meal sites provide an environment that encourages friendship and a feeling of belonging that is often missing in the lives of many seniors today, especially the very old or widowed. These sites, as well as four additional locations, also serve as staging points for the delivery of meals to homebound seniors. The visits from Meals On Wheels volunteer delivery drivers ensure that these homebound seniors receive a hot nutritious lunch, and also serve as an important basic safety net service for frail elderly, many of whom live alone. To meet the logistical and financial challenges of providing meals throughout the two-county region, Food & Friends focuses on the continued building of community awareness of the program, local fundraising, volunteer recruitment and training, and collaboration with other local service agencies.

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Resources</u>						
Member Dues	-	-	-	-	-	-
Other Local Government	87,708	82,697	88,027	82,000	82,000	82,000
Federal & State Grants	942,430	963,958	882,717	963,209	963,209	963,209
Contributions & Donations	727,253	790,422	879,250	844,800	844,800	844,800
Charges For Services	194	13	-	-	-	-
Other Revenues	24,244	18,092	16,350	13,250	13,250	13,250
Indirect Charges	-	-	-	-	-	-
Departmental Administration	-	-	-	-	-	-
Interfund Revenues	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	45,000	25,000	25,000	25,000
Total Resources	1,781,829	1,855,182	1,911,344	1,928,259	1,928,259	1,928,259
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	293,620	295,251	297,190	310,938	310,938	310,938
Employee Benefits	110,619	116,159	122,207	129,393	129,393	129,393
Total Personnel	404,239	411,410	419,397	440,331	440,331	440,331

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Materials & Services</u>						
Supplies & Materials	123,102	157,269	170,404	172,404	172,404	172,404
Purchased Services	1,024,231	1,020,124	1,034,050	1,054,400	1,054,400	1,054,400
Other Expenses	-	-	-	-	-	-
Total Materials & Services	<u>1,147,333</u>	<u>1,177,393</u>	<u>1,204,454</u>	<u>1,226,804</u>	<u>1,226,804</u>	<u>1,226,804</u>
<u>Capital Outlay</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Debt Service</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Operating Contingency</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Internal Charges</u>						
Indirect Charges	64,201	66,036	69,152	72,930	72,930	72,930
Departmental Administration	-	-	-	-	-	-
Interfund Charges	199,826	194,688	218,341	188,194	188,194	188,194
Interfund Support Transfers	-	-	-	-	-	-
Total Internal Charges	<u>264,027</u>	<u>260,724</u>	<u>287,493</u>	<u>261,124</u>	<u>261,124</u>	<u>261,124</u>
Total Appropriated Expenditures	<u>1,815,599</u>	<u>1,849,527</u>	<u>1,911,344</u>	<u>1,928,259</u>	<u>1,928,259</u>	<u>1,928,259</u>
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>1,815,599</u>	<u>1,849,527</u>	<u>1,911,344</u>	<u>1,928,259</u>	<u>1,928,259</u>	<u>1,928,259</u>
Total Resources Less Expenditures	<u>(33,770)</u>	<u>5,655</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

ROGUE VALLEY COUNCIL OF GOVERNMENTS

TRANSPORTATION PLANNING PROGRAM BUDGET

The primary function of RVCOG's Transportation Planning Program is to fulfill the responsibilities of the Metropolitan Planning Organization (MPO) for the Medford and Grants Pass Urbanized Areas. The RVCOG is designated as the MPO for both federally designated regions. The Board of Directors delegated responsibility for MPO policy functions to a committee of elected and appointed officials from each of the two areas. For the Medford area, the Rogue Valley MPO comprises the cities of Ashland, Talent, Phoenix, Jacksonville, Medford, Central Point, and Eagle Point, Jackson County, and the Rogue Valley Transportation District (RVTD). For the Grants Pass area, the Middle Rogue MPO comprises the cities of Grants Pass, Rogue River, and Gold Hill, Josephine County, and Jackson County. The Oregon Department of Transportation (ODOT) participates in both MPOs.

The department has other transportation planning related activities, including staff support to the Rogue Valley Area Commission on Transportation (an advisory board to ODOT representing Jackson and Josephine counties), assistance to jurisdictions on such initiatives as Transportation System Plans and active transportation plans as well as providing technical support and planning assistance to the Rogue Valley Transportation District (RVTD), and the creation of a variety of sophisticated Geographic Information System (GIS) products for internal and external use.

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Resources</u>						
Member Dues	36,203	37,760	38,350	38,584	38,584	38,584
Other Local Government	45,715	18,931	9,187	-	-	-
Federal & State Grants	640,621	528,981	681,654	873,169	873,169	873,169
Contributions & Donations	-	3,000	-	-	-	-
Charges For Services	-	39,005	31,823	-	-	-
Other Revenues	85	-	-	-	-	-
Indirect Charges	-	-	-	-	-	-
Departmental Administration	13,123	1,312	-	-	-	-
Interfund Revenues	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Total Resources	<u>735,747</u>	<u>628,989</u>	<u>761,014</u>	<u>911,753</u>	<u>911,753</u>	<u>911,753</u>
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	256,000	236,905	248,805	228,850	228,850	228,850
Employee Benefits	90,632	89,200	92,348	113,027	113,027	113,027
Total Personnel	<u>346,632</u>	<u>326,105</u>	<u>341,153</u>	<u>341,877</u>	<u>341,877</u>	<u>341,877</u>

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Materials & Services</u>						
Supplies & Materials	39,034	39,518	123,781	110,649	110,649	110,649
Purchased Services	96,759	53,734	60,400	7,750	7,750	7,750
Other Expenses	-	-	-	-	-	-
Total Materials & Services	135,793	93,252	184,181	118,399	118,399	118,399
<u>Capital Outlay</u>	-	-	-	-	-	-
<u>Debt Service</u>	-	-	-	-	-	-
<u>Operating Contingency</u>	-	-	29,448	245,665	245,665	245,665
<u>Internal Charges</u>						
Indirect Charges	54,840	52,285	55,957	56,286	56,286	56,286
Departmental Administration	13,135	-	3,979	73	73	73
Interfund Charges	137,198	146,989	146,296	143,390	143,390	143,390
Interfund Support Transfers	-	-	-	-	-	-
Total Internal Charges	205,173	199,274	206,232	199,749	199,749	199,749
Total Appropriated Expenditures	687,598	618,631	761,014	905,690	905,690	905,690
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	-	6,063	6,063	6,063
Total Unappropriated Expenditures	-	-	-	6,063	6,063	6,063
Total Expenditures	687,598	618,631	761,014	911,753	911,753	911,753
Total Resources Less Expenditures	48,149	10,358	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS
LAND USE PLANNING PROGRAM BUDGET

The Land Use Planning Program provides professional planning services to member jurisdictions that lack the volume of work necessary to maintain a full time planner or need additional planning staff to handle increased workloads. Typical services include; land development code updates, comprehensive plan and zone changes, development plan, subdivision and partition plat reviews, and reports.

	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>	<u>2018/19 Adopted Budget</u>	<u>2019/20 Proposed Budget</u>	<u>2019/20 Approved Budget</u>	<u>2019/20 Adopted Budget</u>
<u>Resources</u>						
Member Dues	-	-	-	-	-	-
Other Local Government	109,989	111,610	113,329	147,248	147,248	147,248
Federal & State Grants	-	-	-	-	-	-
Contributions & Donations	-	-	-	-	-	-
Charges For Services	-	-	-	-	-	-
Other Revenues	-	-	-	-	-	-
Indirect Charges	-	-	-	-	-	-
Departmental Administration	2,228	-	24,523	15,659	15,659	15,659
Interfund Revenues	-	-	-	-	-	-
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Total Resources	112,217	111,610	137,852	162,907	162,907	162,907
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	51,669	53,343	54,914	61,063	61,063	61,063
Employee Benefits	16,234	17,244	18,589	35,157	35,157	35,157
Total Personnel	67,903	70,587	73,503	96,220	96,220	96,220
<u>Materials & Services</u>						
Supplies & Materials	1,021	1,294	1,456	4,245	4,245	4,245
Purchased Services	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-
Total Materials & Services	1,021	1,294	1,456	4,245	4,245	4,245

			2018/19	2019/20	2019/20	2019/20
			Adopted	Proposed	Approved	Adopted
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Capital Outlay</u>	-	-	-	-	-	-
<u>Debt Service</u>	-	-	-	-	-	-
<u>Operating Contingency</u>	-	-	-	-	-	-
<u>Internal Charges</u>						
Indirect Charges	11,051	11,661	12,561	15,566	15,566	15,566
Departmental Administration	2,216	1,312	20,545	15,659	15,659	15,659
Interfund Charges	24,654	24,572	29,787	31,217	31,217	31,217
Interfund Support Transfers	-	-	-	-	-	-
Total Internal Charges	37,921	37,545	62,893	62,442	62,442	62,442
Total Appropriated Expenditures	106,845	109,426	137,852	162,907	162,907	162,907
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	-	-	-	-	-	-
Total Expenditures	106,845	109,426	137,852	162,907	162,907	162,907
Total Resources Less Expenditures	5,372	2,184	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS

SUPPORT SERVICES FUND BUDGET

The Support Services Fund includes the Finance, Personnel, Information Systems, Copier/Postage and Legal/Insurance/Telephone programs within the Administration Department.

The principle funding source for the Support Services Fund are direct charges levied on all productive hours worked by RVCOG personnel. These revenue sources are included on the Interfund Charges line in the budget.

The second largest source of revenues to the fund comes from member jurisdictions in the form of contracted services. For example, RVCOG provides computer support services to the cities of Rogue River and Shady Cove, and Jackson Soil and Water Conservation District, finance services to Southern Oregon Regional Economic Development, Inc., Jackson County Library District, and the TAP Water Intertie, and human resources services to the City of Talent.

	2016/17 Actual	2017/18 Actual	2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
<u>Resources</u>						
Member Dues	-	-	-	-	-	-
Other Local Government	454,715	89,459	96,244	74,804	74,804	74,804
Federal & State Grants	6,449	4,893	-	-	-	-
Contributions & Donations	-	-	-	-	-	-
Charges For Services	-	2,269	-	-	-	-
Other Revenues	-	-	-	9,245	9,245	9,245
Indirect Charges	23	-	-	-	-	-
Departmental Administration	-	-	-	-	-	-
Interfund Revenues	504,309	483,056	546,880	564,196	564,196	564,196
Interfund Support Transfers	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Total Resources	965,496	579,677	643,124	648,245	648,245	648,245
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	261,267	256,250	264,485	250,231	250,231	250,231
Employee Benefits	107,993	97,827	117,625	116,181	116,181	116,181
Total Personnel	369,260	354,077	382,110	366,412	366,412	366,412
<u>Materials & Services</u>						
Supplies & Materials	422,167	76,152	67,472	92,292	92,292	92,292
Purchased Services	23,494	21,571	32,043	34,470	34,470	34,470
Other Expenses	-	-	-	-	-	-
Total Materials & Services	445,661	97,723	99,515	126,762	126,762	126,762

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	<u>2016/17 Actual</u>	<u>2017/18 Actual</u>				
<u>Capital Outlay</u>	-	-	-	-	-	-
<u>Debt Service</u>	-	-	-	-	-	-
<u>Operating Contingency</u>	-	-	-	-	-	-
<u>Internal Charges</u>						
Indirect Charges	8,890	8,823	10,063	6,786	6,786	6,786
Departmental Administration	-	-	-	-	-	-
Interfund Charges	91,903	123,438	151,436	148,285	148,285	148,285
Interfund Support Transfers	-	-	-	-	-	-
Total Internal Charges	100,793	132,261	161,499	155,071	155,071	155,071
Total Appropriated Expenditures	915,714	584,061	643,124	648,245	648,245	648,245
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance					-	-
Total Unappropriated Expenditures	-	-	-	-	-	-
Total Expenditures	915,714	584,061	643,124	648,245	648,245	648,245
Total Resources Less Expenditures	49,782	(4,384)	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS **COMPUTER REPLACEMENT FUND BUDGET**

This fund was established to charge the costs associated with providing computer equipment to RVCOG's active programs and projects. Most grants and contracts allow for the rental of equipment, including computer equipment, but will not provide funds for direct purchase. With the constant upgrading of the computer programs in use by the various COG staff and the huge quantities of data necessary to produce highly detailed geographic maps, future transportation needs modeling, drone footage, population modeling, and other functions, it is necessary to upgrade the computer equipment on a regular basis. The establishment of this fund has allowed for the replacement of computer equipment on a more regular and planned basis than was previously the case. In addition, it has allowed for all projects to be charged a reasonable and proportionate usage fee during the course of the project.

			2018/19	2019/20	2019/20	2019/20
			Adopted	Proposed	Approved	Adopted
	2016/17 Actual	2017/18 Actual	Budget	Budget	Budget	Budget
<u>Resources</u>						
Interfund Revenues	11,940	12,141	13,105	13,753	13,753	13,753
Interfund Support Transfers	27,883	-	-	-	-	-
Beginning Fund Balance	-	-	12,800	17,847	17,847	17,847
Total Resources	39,823	12,141	25,905	31,600	31,600	31,600
<u>Expenditures</u>						
<u>Materials & Services</u>						
Supplies & Materials	29,714	27,692	19,905	30,000	30,000	30,000
Purchased Services	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-
Total Materials & Services	29,714	27,692	19,905	30,000	30,000	30,000
<u>Capital Outlay</u>						
	5,012	-	6,000	-	-	-
Total Appropriated Expenditures	34,726	27,692	25,905	30,000	30,000	30,000
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	920	1,577	-	1,600	1,600	1,600
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	920	1,577	-	1,600	1,600	1,600
Total Expenditures	35,646	29,269	25,905	31,600	31,600	31,600
Total Resources Less Expenditures	4,177	(17,128)	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS
BUILDING OPERATIONS AND MAINTENANCE FUND BUDGET

This fund was established in order to charge the costs associated with the repair, operations, maintenance, and eventual replacement of RVCOG's buildings to active programs and projects. In addition, it has allowed for all projects to be charged reasonable rental fees during the course of the project or projects. The Josephine County Senior Resource Center was added to this fund in the 2017/18 fiscal year and is represented as completed and operational in the upcoming fiscal year.

	2016/17 Actual	2017/18 Actual	2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
<u>Resources</u>						
Charges For Services	900	1,800	-	35,650	35,650	35,650
Other Revenues	134	-	3,300	-	-	-
Interfund Revenues	90,866	88,726	81,448	79,754	79,754	79,754
Interfund Support Transfers	-	350,000	-	-	-	-
Beginning Fund Balance	-	-	45,000	37,706	37,706	37,706
Total Resources	91,900	440,526	129,748	153,110	153,110	153,110
<u>Expenditures</u>						
<u>Materials & Services</u>						
Supplies & Materials	24,527	26,525	37,748	72,932	72,932	72,932
Purchased Services	10,981	11,873	12,000	17,500	17,500	17,500
Other Expenses	-	-	-	-	-	-
Total Materials & Services	35,508	38,398	49,748	90,432	90,432	90,432
<u>Capital Outlay</u>						
	-	-	55,000	-	-	-
<u>Internal Charges</u>						
Interfund Charges	5	-	-	-	-	-
Total Internal Charges	5	-	-	-	-	-
Total Appropriated Expenditures	35,513	38,398	104,748	90,432	90,432	90,432
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	24,971	26,678	25,000	62,678	62,678	62,678
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	24,971	26,678	25,000	62,678	62,678	62,678
Total Expenditures	60,484	65,076	129,748	153,110	153,110	153,110
Total Resources Less Expenditures	31,416	375,450	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS

LEAVE LIABILITY FUND BUDGET

The Leave Liability Fund is used to accumulate resources to pay vacation leave, sick leave, and holidays when employees use them, and to pay accrued vacation when employees terminate employment. All regular full-time employees receive 88 hours of paid holiday leave, 96 hours of sick leave, and from 96 to 168 hours of vacation leave (depending on length of service) per year. Regular part-time employees receive leave that is prorated based on the number of hours worked.

Having this fund in place allows for the various programs and projects to be charged their fair share of the leave and holiday liabilities at the time the leaves are earned by the employee and to not be overcharged during months in which employees use leave. Each employee's annual accrual of vacation, sick leave, and holiday hours are converted to a dollar value based on the employee's salary or hourly rate plus benefits. This amount is divided by the billable hours (budgeted total annual hours less leaves) for each employee to determine a rate to apply to each hour worked. Each month the hourly rate is applied to the hours worked on projects and the total charges are deposited in the Leave Liability Fund. When an employee uses any of these leaves, their salary and associated benefits for those hours are charged to this fund.

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Resources</u>						
Interfund Revenues	469,679	461,405	526,561	538,170	538,170	538,170
Total Resources	469,679	461,405	526,561	538,170	538,170	538,170
<u>Expenditures</u>						
<u>Personnel</u>						
Salaries & Wages	118,850	389,351	362,882	358,235	358,235	358,235
Employee Benefits	177,167	163,388	163,679	179,935	179,935	179,935
Total Personnel	296,017	552,739	526,561	538,170	538,170	538,170
<u>Internal Charges</u>						
Interfund Charges	291,840	-	-	-	-	-
Total Internal Charges	291,840	-	-	-	-	-
Total Appropriated Expenditures	587,857	552,739	526,561	538,170	538,170	538,170
Total Expenditures	587,857	552,739	526,561	538,170	538,170	538,170
Total Resources Less Expenditures	(118,178)	(91,334)	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS
VEHICLE OPERATION AND MAINTENANCE FUND BUDGET

This fund provides for the operation and maintenance of RVCOG vehicles. All operating costs, including depreciation, are charged on a mileage basis with the intent that the fund will accumulate the resources necessary to replace the vehicles as their useful lives reach an end.

			2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
	2016/17 Actual	2017/18 Actual				
<u>Resources</u>						
Other Revenues	-	1,500	-	35,000	35,000	35,000
Interfund Revenues	45,469	66,303	39,200	15,470	15,470	15,470
Total Resources	45,469	67,803	39,200	50,470	50,470	50,470
<u>Expenditures</u>						
<u>Materials & Services</u>						
Supplies & Materials	25,356	28,120	25,200	33,470	33,470	33,470
Purchased Services	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-
Total Materials & Services	25,356	28,120	25,200	33,470	33,470	33,470
<u>Capital Outlay</u>						
	-	-	-	-	-	-
<u>Debt Service</u>						
	-	-	-	-	-	-
<u>Operating Contingency</u>						
	-	-	-	-	-	-
Total Appropriated Expenditures	25,356	28,120	25,200	33,470	33,470	33,470
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	11,335	15,489	14,000	17,000	17,000	17,000
Ending Fund Balance	-	-	-	-	-	-
Total Unappropriated Expenditures	11,335	15,489	14,000	17,000	17,000	17,000
Total Expenditures	36,691	43,609	39,200	50,470	50,470	50,470
Total Resources Less Expenditures	8,778	24,194	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS
TOTAL FOOD & FRIENDS ENDOWMENT FUND BUDGET

The Food & Friends Senior Meals program budget is heavily dependent on local monies to augment the state and federal funding required to implement the home-delivered and congregate components of the program. In the upcoming fiscal year, 49% of the Senior Meals program is funded by these local monies, with a major part of that local funding being derived from direct fund raising. As the program has strategically developed its fund raising program over the years, one of the components of that strategy has been planned giving, with the result being the establishment of an endowment fund in late 2016. The value of the endowment fund at the close of the 2018-2019 fiscal year is projected to be \$375,000.

	2016/17 Actual	2017/18 Actual	2018/19 Adopted Budget	2019/20 Proposed Budget	2019/20 Approved Budget	2019/20 Adopted Budget
<u>Resources</u>						
Contributions & Donations	386,542	-	-	-	-	-
Other Revenues	4,556	14,311	20,700	7,000	7,000	7,000
Total Resources	391,098	14,311	20,700	7,000	7,000	7,000
<u>Expenditures</u>						
<u>Materials & Services</u>						
Supplies & Materials	-	2,827	-	3,000	3,000	3,000
Purchased Services	-	-	-	-	-	-
Other Expenses	22,616	10,000	3,000	-	-	-
Total Materials & Services	22,616	12,827	3,000	3,000	3,000	3,000
Total Appropriated Expenditures	22,616	12,827	3,000	3,000	3,000	3,000
<u>Expenditures Not Subject to Appropriation</u>						
Depreciation	-	-	-	-	-	-
Ending Fund Balance	-	-	17,700	4,000	4,000	4,000
Total Unappropriated Expenditures	-	-	17,700	4,000	4,000	4,000
Total Expenditures	22,616	12,827	20,700	7,000	7,000	7,000
Total Resources Less Expenditures	368,482	1,484	-	-	-	-

ROGUE VALLEY COUNCIL OF GOVERNMENTS PERSONNEL SUMMARY

RVCOG's 2019-2020 budget includes a staff of 54 employees budgted to work 76,722 productive hours - an increase of 3.93% in productive hours from the 2018-19 budget. With thirty full-time (40 hour per week) employees, the full-time equivalent (FTE) count is 43.26.

Although some employees are budgeted across more than one fund, the counts below are shown for employees in their home departments.

	2018 - 2019 Adopted Budget		2019 - 2020 Adopted Budget	
	Employee		Employee	
	Count	FTE	Count	FTE
General Fund	3.00	3.00	3.00	3.00
Natural Resources	3.00	2.13	3.00	2.33
Community Development	1.00	1.00	1.00	1.00
SDS Community Living	19.00	15.55	21.00	16.95
SDS Senior Nutrition	15.00	8.99	14.00	8.79
Transportation Planning	5.00	4.73	5.00	4.81
Land Use Planning	1.00	1.00	1.00	1.00
Support Services	6.00	5.38	6.00	5.38
Totals	53.00	41.78	54.00	43.26

