



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 15, 2021
Subject: FY 2021 Year-to-Date Financial Report & Budget Amendments

FY 2021 Revenue and Expenditure reports through May 31, 2021 are enclosed for your review. These are unaudited reports for the first eleven months (92%) of the fiscal year.

Revenues are 94% of the proposed amended budget, while expenditures are 79.4% of proposed amended budget. Operating expenses remain in line with budgeted amounts. Project expenses are also tracking at or below budgeted reimbursable amounts.

There is one proposed budget amendment to reflect a pass-through payment from Northern Piedmont Community Foundation requested by Resolution from the Town of Washington. The revenue and expense are in equal amounts of \$36,630.58.

REQUESTED ACTION: Consider adoption of the amended FY 2021 budget

Rappahannock-Rapidan Regional Commission
FY 2021 Revenue Snapshot - May 31, 2021

Budget Items	FY 2021 Budget	Adjustments	Adjusted Budget	March	April	May	YTD Actual	YTD %
Revenues								
Dues:								
Culpeper County	\$ 26,624.00		\$ 26,624.00		\$ 6,655.98		\$ 26,623.92	100.0%
Fauquier County	\$ 48,430.00		\$ 48,430.00		\$ 12,107.42		\$ 48,429.68	100.0%
Madison County	\$ 10,674.00		\$ 10,674.00				\$ 10,673.80	100.0%
Orange County	\$ 24,039.00		\$ 24,039.00				\$ 24,038.46	100.0%
Rappahannock County	\$ 5,915.00		\$ 5,915.00				\$ 5,915.41	100.0%
Town of Culpeper	\$ 14,945.00		\$ 14,945.00				\$ 14,944.98	100.0%
Town of Gordonsville	\$ 1,314.00		\$ 1,314.00				\$ 1,313.89	100.0%
Town of Madison	\$ 181.00		\$ 181.00				\$ 180.94	100.0%
Town of Orange	\$ 4,140.00		\$ 4,140.00				\$ 4,140.04	100.0%
Town of The Plains	\$ 189.00		\$ 189.00				\$ 189.24	100.1%
Town of Remington	\$ 524.00		\$ 524.00				\$ 523.73	99.9%
Town of Warrenton	\$ 8,185.00		\$ 8,185.00				\$ 8,184.63	100.0%
Town of Washington	\$ 104.00		\$ 104.00				\$ 103.75	99.8%
Interest Income	\$ 2,000.00		\$ 2,000.00	\$ 18.44	\$ 16.88	\$ 16.11	\$ 289.50	14.5%
Other Income	\$ 1,000.00		\$ 1,000.00	\$ 101.50		\$ 467.79	\$ 979.87	98.0%
DEQ Chesapeake Bay PDC Capacity	\$ 52,000.00		\$ 52,000.00	\$ 52,000.00			\$ 52,000.00	100.0%
DRPT Mobility Management Grant	\$ 124,500.00		\$ 124,500.00	\$ 9,455.00	\$ 12,894.00	\$ 12,516.00	\$ 119,773.00	96.2%
DRPT Section 5310 Operating Grant	\$ 25,000.00		\$ 25,000.00				\$ 29,075.00	116.3%
NFWF Chesapeake Bay Grant	\$ -	\$ -	\$ -				\$ -	0.0%
Orange County CARES Act	\$ -	\$ 10,000.00	\$ 10,000.00				\$ 10,000.00	100.0%
PATH Mobility Mgmt/Transportation Collaborative	\$ 40,000.00	\$ 110,000.00	\$ 150,000.00				\$ 150,000.00	100.0%
Rappahannock Cares Act		\$ 90,500.00	\$ 90,500.00				\$ 90,449.94	99.9%
Regional Housing	\$ 48,604.00		\$ 48,604.00		\$ 5,814.97		\$ 48,604.68	100.0%
Regional Tourism	\$ 7,000.00	\$ 500.00	\$ 7,500.00	\$ 300.00			\$ 7,449.90	99.3%
Rideshare Program	\$ 140,000.00	\$ (48,335.00)	\$ 91,665.00	\$ 7,117.00	\$ 6,482.00	\$ 10,767.00	\$ 79,290.00	86.5%
Rideshare Vanpool Grant	\$ 5,000.00		\$ 5,000.00				\$ -	0.0%
Rural Transportation Planning	\$ 58,000.00		\$ 58,000.00			\$ 12,006.64	\$ 60,463.42	104.2%
State Regional Planning Grant	\$ 75,971.00		\$ 75,971.00			\$ 18,993.00	\$ 75,971.00	100.0%
Town of Washington Pass Through		\$ 36,630.58	\$ 36,630.58				\$ -	0.0%
VDEM Wildfire Analysis Grant	\$ 9,090.00	\$ (9,090.00)	\$ -				\$ -	0.0%
VHDA COVID-19 Emergency Grant	\$ 21,525.00		\$ 21,525.00				\$ 21,525.00	100.0%
VHDA Housing Study	\$ 75,000.00		\$ 75,000.00	\$ 27,792.11			\$ 76,549.00	102.1%
VHSP Grant	\$ 84,500.00		\$ 84,500.00		\$ 15,074.63	\$ 18,990.18	\$ 72,461.59	85.8%
Total Revenue	\$ 914,454.00	\$ 190,205.58	\$ 1,104,659.58	\$ 96,784.05	\$ 59,045.88	\$ 73,756.72	\$ 1,040,144.37	94.2%

Rappahannock-Rapidan Regional Commission
FY 2021 Expenditure Snapshot - May 31, 2021

Budget Items	FY 2021 Budget	Adjustments	Adjusted Budget	March	April	May	YTD Actual	YTD %
Expenditures								
Advertising	\$ 500.00		\$ 500.00				\$ 253.55	50.7%
Annual Meeting/Workshops/Meetings	\$ 5,000.00		\$ 5,000.00				\$ 262.32	5.2%
Audit/Legal	\$ 5,000.00		\$ 5,000.00				\$ -	0.0%
Equipment/Software	\$ 12,500.00	\$ 5,000.00	\$ 17,500.00	\$ 29.98	\$ 107.98	\$ 1,449.32	\$ 10,397.60	59.4%
FICA	\$ 29,500.00	\$ 2,500.00	\$ 32,000.00	\$ 2,278.47	\$ 3,477.77	\$ 2,278.40	\$ 26,514.14	82.9%
Health & Dental	\$ 63,000.00		\$ 63,000.00	\$ 5,230.04	\$ 5,230.04	\$ 5,230.04	\$ 57,530.44	91.3%
Meals	\$ 2,500.00		\$ 2,500.00			\$ 53.98	\$ 53.98	2.2%
Membership Dues	\$ 4,200.00		\$ 4,200.00				\$ 4,013.27	95.6%
Miscellaneous	\$ 500.00		\$ 500.00		\$ 10.00		\$ 29.60	5.9%
Mortgage	\$ 23,916.00		\$ 23,916.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 21,923.00	91.7%
Office & P.O. Liability Insurance	\$ 1,350.00		\$ 1,350.00				\$ 1,343.00	99.5%
Office Maintenance	\$ 12,000.00		\$ 12,000.00		\$ 766.40	\$ 674.60	\$ 5,525.76	46.0%
Payroll Expenses	\$ 382,063.00	\$ 31,895.00	\$ 413,958.00	\$ 31,993.00	\$ 47,670.39	\$ 31,992.54	\$ 370,930.01	89.6%
Postage	\$ 500.00		\$ 500.00			\$ 122.30	\$ 203.15	40.6%
Printing	\$ 3,000.00		\$ 3,000.00	\$ 65.99	\$ 57.74	\$ 79.00	\$ 637.12	21.2%
Subscriptions and Books	\$ 500.00		\$ 500.00	\$ 16.00	\$ 16.00	\$ 16.00	\$ 166.00	33.2%
Supplies	\$ 4,500.00		\$ 4,500.00	\$ 169.88	\$ 627.57	\$ 46.71	\$ 2,658.35	59.1%
Technology	\$ 9,500.00		\$ 9,500.00	\$ 697.60	\$ 665.85	\$ 845.25	\$ 9,574.34	100.8%
Travel & Training	\$ 8,000.00		\$ 8,000.00	\$ 40.32		\$ 118.36	\$ 568.61	7.1%
Utilities	\$ 6,500.00		\$ 6,500.00	\$ 533.76	\$ 447.16	\$ 300.37	\$ 3,740.19	57.5%
VRS	\$ 13,000.00		\$ 13,000.00	\$ 721.18	\$ 761.18	\$ 721.18	\$ 7,785.33	59.9%
Workman's Comp	\$ 500.00		\$ 500.00				\$ 500.00	100.0%
Chesapeake Bay PDC Capacity Expenses	\$ 1,000.00		\$ 1,000.00				\$ 100.00	10.0%
Mobility Management Expenses	\$ 123,625.00	\$ 98,775.00	\$ 222,400.00	\$ 9,547.09	\$ 15,460.58	\$ 23,406.39	\$ 156,794.83	70.5%
DRPT Section 5310 Operating Expenses	\$ 25,000.00		\$ 25,000.00				\$ 32,303.50	129.2%
NFWF Chesapeake Bay Grant Expenses	\$ -	\$ -	\$ -				\$ -	0.0%
Rappahannock Cares Act Expenses		\$ 88,650.00	\$ 88,650.00				\$ 89,999.94	101.5%
Regional Tourism Expenses	\$ 10,000.00		\$ 10,000.00	\$ 458.04	\$ 684.95	\$ 227.65	\$ 3,541.27	35.4%
Rideshare Expenses	\$ 80,000.00	\$ (59,917.00)	\$ 20,083.00	\$ 321.67	\$ 214.19	\$ 316.00	\$ 5,774.45	28.8%
Rideshare Vanpool Expenses	\$ 4,800.00		\$ 4,800.00				\$ -	0.0%
Rural Transportation Expenses	\$ 1,000.00	\$ (658.00)	\$ 342.00			\$ 31.36	\$ 31.36	9.2%
Town of Washington Pass Through		\$ 36,630.58	\$ 36,630.58				\$ -	0.0%
VHDA COVID-19 Emergency Grant Expenses	\$ 18,000.00	\$ 2,467.00	\$ 20,467.00				\$ 20,466.63	100.0%
VHDA Housing Study Expenses	\$ 60,000.00	\$ (14,137.00)	\$ 45,863.00				\$ 42,411.75	92.5%
VHSP Expenses	\$ 3,000.00	\$ (1,000.00)	\$ 2,000.00	\$ 26.83	\$ 26.83	\$ 26.83	\$ 819.86	41.0%

**Rappahannock-Rapidan Regional Commission
FY 2021 Expenditure Snapshot - May 31, 2021**

Budget Items	FY 2021 Budget	Adjustments	Adjusted Budget	March	April	May	YTD Actual	YTD %
Total Expenditures	\$ 914,454.00	\$ 190,205.58	\$ 1,104,659.58	\$ 54,122.85	\$ 78,217.63	\$ 69,929.28	\$ 876,853.35	79.4%