

# FY2015 Budget Amendment Background Information

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At its August 20, 2015 meeting, the Hampton Roads Transportation Accountability Commission (HRTAC) authorized a public hearing for the consideration of an amendment to the HRTAC FY 2015 Budget that reflects certain line-item transfers within the budget's accounts.

## **Background:**

During the operation of the approved FY2015 operating budget year, HRTAC was more reliant on the services of the Hampton Roads Transportation Planning Organization (HRTPO) Support Staff and legal assistance than anticipated. This was in part attributed to the absence of an Executive Director and the initial startup of HRTAC. As the FY2015 year has come to a close, transfer adjustments must be made to align the budget with expenses within its line items of the existing approved budget.

## **Fiscal Impact:**

There is no fiscal impact in relation to this FY2015 Budget Amendment.

## **Proposed Changes:**

Amendment to the HRTAC FY 2015 Budget to reflect the following line-item transfers within the Budget's accounts: (i) an increase to the accounts established for HRTPO Support Staff by \$91,700 and legal expense by \$139,300 (collectively, a \$231,000 increase to accounts), and (ii) a decrease in the HRTAC Staff account, which is available and unused, by \$231,000. The total amount of the Budget will not be amended, and will remain at \$1,088,363.



**Hampton Roads Transportation Accountability Commission  
FY2015 Operating Budget Amendment**

Expenditures:	Approved Budget	Proposed Changes	Proposed Expenditures
<u>Personnel Expenditures</u>			
Reimbursement - HRTPO/HRPDC Support Staff	\$ 72,431	\$ 91,700	\$ 164,131
HRTAC Staff	520,932	(231,000)	289,932
Personnel Subtotal	593,363	(139,300)	454,063
<u>Professional Services:</u>			
Audit Services	40,000	-	40,000
Bank Fees	3,500	-	3,500
Legal (non-project services)	140,000	139,300	279,300
Financial Advisors	200,000	-	200,000
Insurance (Officers & Directors, Liability)	15,000	-	15,000
Executive Director Search Consultant	25,000	-	25,000
Recruiting	-	-	-
Professional Subtotal	423,500	139,300	562,800
<u>Technology/Communication</u>			
Computer hardware and peripherals/maintenance	10,000	-	10,000
Website Consultant (Development & Hosting)	10,000	-	10,000
Technology/Communication Subtotal	20,000	-	20,000
<u>Administrative Expenses</u>			
Public Notices/Advertising	12,000	-	12,000
Office Space	TBD	-	-
Office Supplies	2,000	-	2,000
Furniture	10,000	-	10,000
Printing/Copying	10,000	-	10,000
Dues/Subscriptions	2,000	-	2,000
Travel	8,000	-	8,000
Meeting Expenses	3,500	-	3,500
Postage Delivery	1,000	-	1,000
Professional Development	3,000	-	3,000
Administrative Expenses Subtotal	51,500	-	51,500
Total Expenditures	\$ 1,088,363	\$ -	\$ 1,088,363
Budget Balance	\$ 1,088,363	\$ -	\$ 1,088,363