

# MAG Budget FY23

July 1, 2022– June 30, 2023



**MAG**

Expert Resources. Enriching Lives.

Approved 05/26/22

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# MAG | Strategic Goals and Area Map

## OUR MISSION

To empower communities to achieve their vision in Summit, Utah and Wasatch counties.

## OUR GOALS



### Regional Collaboration

Helping counties, cities, towns and communities work together to improve the region.



### Facilitate Solutions

Bringing together partners to solve problems as unbiased facilitators.



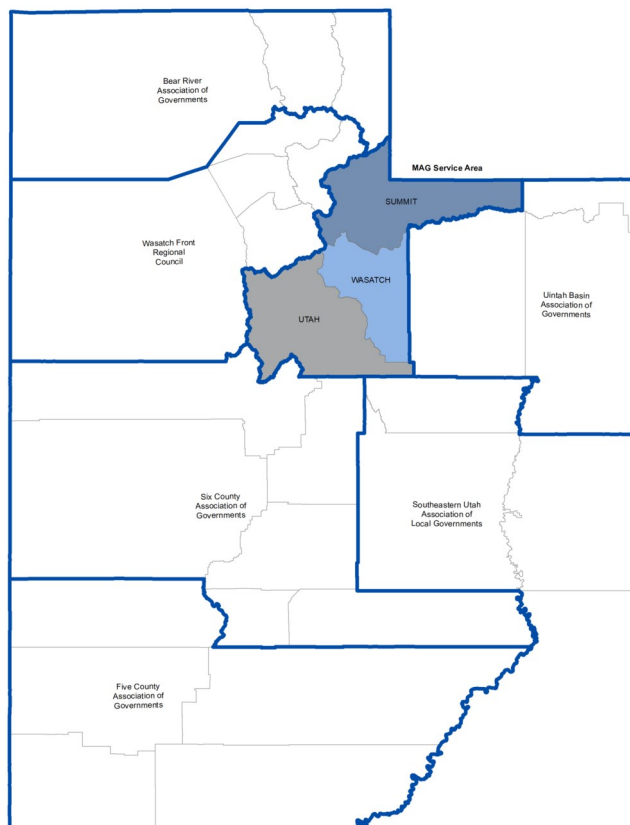
### Access Funding and Services

Connecting individuals, groups and communities with essential services and funding opportunities.



### Advocate for Local Issues

Make local concerns regionally relevant.



# MAG | FY23 Budget Summary

This is a balanced budget.

## Introduction

This budget is intended to address the needs and priorities of the member jurisdictions within the Mountainland Association of Governments (MAG). We hope the cities and counties will take the opportunity to review and study it and provide comments to the Executive Council regarding the priorities established. Every effort has been made to leverage and match every dollar to its maximum potential.

Each department has evaluated its budget with their various boards before Executive Council approval.

The outlook for the organization is strong. Our biggest challenge as we move forward is succession planning to replace current staff expected to retire over the next few years. Our plan is to have some transitional overlap of employees which will show a temporary increase in salary and staffing; however, it is expected that new employees who will be replacing longer-term employees will be funded at the same level as current employees. Additionally, we will be reassessing workload to ensure all staff are being utilized at equal levels, and some individual work assignments may be changed from time to time as needed.

The general fund budget concept of \$0.25 per capita dues rate is continued in this year's budget, which is the same rate as established in 2005. The most recently adopted U.S. Census population numbers (2020) are used in this budget to determine General Fund assessment to a total assessment of **\$183,592**.

MAG's current expenses are tracking at our budgeted amounts from last year.

## Salaries and Revenue

Total **salaries this year** will be **\$3.8M** (which includes the assumptions on COLA, Merit, Insurance, Retirement, and Longevity as listed below), approximately an **20% decrease** from **last year's** total. This decrease is mainly due to retirements as part of our succession plan. Our total **revenue** is about **\$21M**, representing a **decrease from last year**. This decrease is due mainly to budgeting revenue in the year of expenditure.

## COLA

To determine the Cost-of-Living Adjustment (COLA), we looked at three indexes. The **Social Security COLA** which increased **5.9%**, the **National CPI** (Consumer Price Index) with an **8.5%** increase and the **Mountainland-Plains Region CPI-U** (Six mountain west states' Consumer Price Index-Urban) which went up **7.9%** last year. The average of the three indexes is **7.4%**. The MAG policy states that the COLA will be an average of these indexes. **Due to budget restraints, we propose 5% COLA and will carry the 2% over to the next year if needed.**

We are proposing a **5% COLA**.

## Merit

The *Mountainland AOG Personnel Policies and Procedures*, page 22 states, "...average merit rate is dependent upon budget availability from year to year but is generally considered to be 2%." Over the last 10 years, the average merit has been **1.45%**.

# MAG | FY23 Budget Summary cont.

We are proposing a possible **Merit** of up to **2%**.

## **Insurance**

Our insurance carrier is the Public Employees Health Plan (PEHP). The insurance premium is based on the previous year's insurance usage and PEHP has provided us the actual rates for FY21-22. The health insurance premium increase is **8.3% about \$170 per month for a family policy**, while the dental premium went up **\$1 per year** above last month.

We are proposing MAG cover the **8.3% increase for insurance**.

## **Retirement**

MAG is a member of the Utah Retirement System (URS). The retirement rate is the same as last year.

We are proposing **no change in retirement** this year.

## **Longevity**

Additionally, for the last several years, we have set one percent (**1%**) of salaries aside for a longevity bonus (approximately \$38,000). We take the total combined months that all employees have worked at MAG. We then divide the total dollar amount by the total months of employment to come up with a "month's equivalent" at about \$3.50 per month. Then we multiply the \$3.5 by the actual number of months the employee has worked at MAG and they get that total amount as a lump sum on their first paycheck in November as a holiday bonus. Someone who has worked here 10 years or 120 months gets \$420 (\$3.50 x 120). The average bonus is about **\$600**. We were asked several years ago by the Steering Committee to come up with a way to reward good-experienced employees. We do not have a goal-based bonus system because we feel that sets employees up to make bad decisions to get their bonus rather than a harder right decision that is best for MAG and our communities.

We are proposing to continue the **1% Longevity** as described above.

## **In Conclusion**

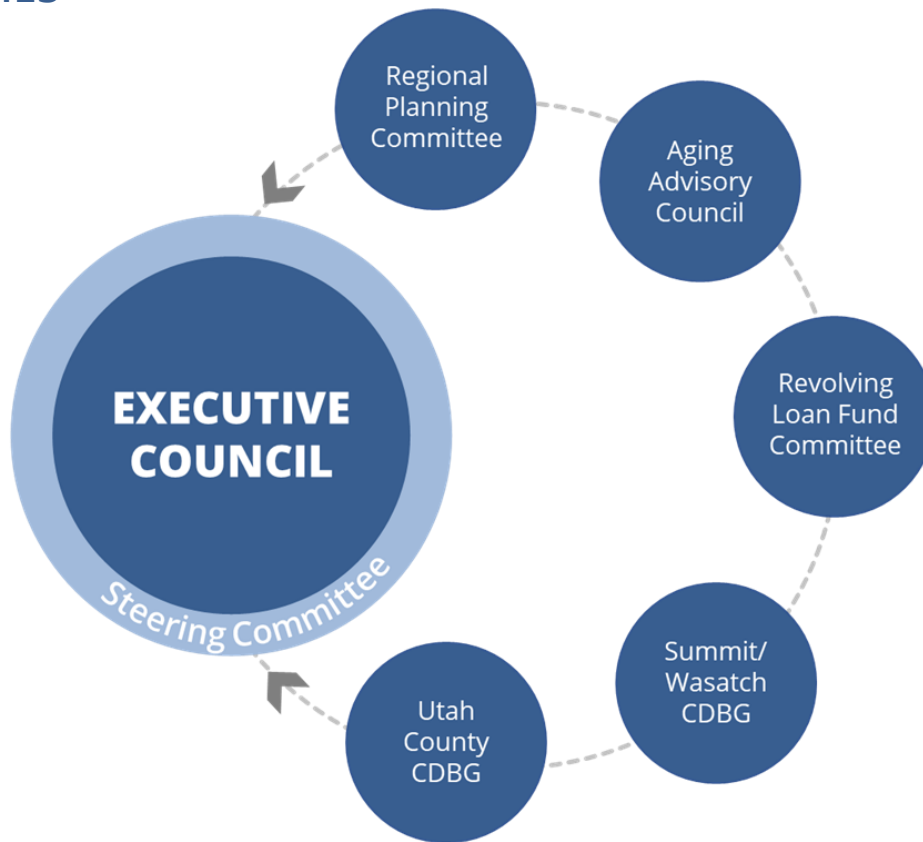
This budget emphasizes maintaining current operational service levels. The support of Executive Council is requested at this time. If you have any questions, please contact April Sandberg, Director of Administrative Services, Michelle Carroll, Deputy Executive Director, or me.

Respectfully,

Andrew K. Jackson AICP,CTP  
*Executive Director*

# MAG | Organizational Charts

## POLICY BODIES



# MAG | Revenues and Expenses

<b>Revenues</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY23 Budget</b>
Federal Revenue	\$4,782,577	\$4,971,226	\$5,084,482
State Revenue	\$10,659,882	\$14,821,299	\$10,604,082
Local Revenue (Jurisdictional Cash Assessments)	\$229,869	\$337,773	\$404,640
Other Contracts	\$459,164	\$601,340	\$654,000
In Kind Contributions	\$82,221	\$114,785	\$153,686
Pass-Through Funds	\$1,257,237	\$1,278,335	\$3,099,024
CARES/ARPA Revenue	\$25,466,505	\$442,400	\$761,391
Carry-Over	\$150,081	\$150,900	\$406,000
SSBG	\$215,664	\$244,300	\$217,699
Donations	\$321,007	\$330,000	\$300,000
	<b>\$43,624,207</b>	<b>\$23,292,358</b>	<b>\$21,685,004</b>

<b>Expenses</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY23 Budget</b>
Salary	\$3,252,753	\$4,722,050	\$3,812,725
Fringe	\$1,900,175	\$2,205,021	\$2,205,350
Indirect (Administration)	\$622,047	\$811,205	\$867,054
Contracted Services	\$37,126,741	\$14,720,481	\$13,570,558
Audit Expenses	\$33,983	\$43,664	\$42,000
Communications	\$53,036	\$90,597	\$56,079
Office Expense	\$252,624	\$215,760	\$239,251
Equipment		\$42,830	
Data Processing	\$80,684	\$100,131	\$180,464
Travel	\$24,592	\$149,640	\$107,875
Maintenance expense	\$51,153		\$98,614
Other Expenses	\$226,418	\$190,979	\$505,634
	<b>\$43,624,207</b>	<b>\$23,292,358</b>	<b>\$21,685,004</b>



# Aging and Family Services



# MAG | Aging and Family Services

## Department Revenues and Expenses

Revenues	FY21 Actual	FY22 Budget	FY23 Budget
Federal Revenue	\$1,577,000	\$1,581,100	\$1,664,585
State Revenue	\$1,183,400	\$1,182,600	\$1,182,600
Local Revenue (Jurisdictional Cash Assessments)			\$50,000
CARES/ARPA Revenue		\$442,400	\$557,400
Carry-Over	\$150,081	\$150,900	
SSBG	\$215,664	\$244,300	\$217,699
Donations	\$321,007	\$330,000	\$300,000
Other Contracts	\$371,011	\$460,000	\$500,000
	<b>\$3,818,163</b>	<b>\$4,391,300</b>	<b>\$4,472,284</b>

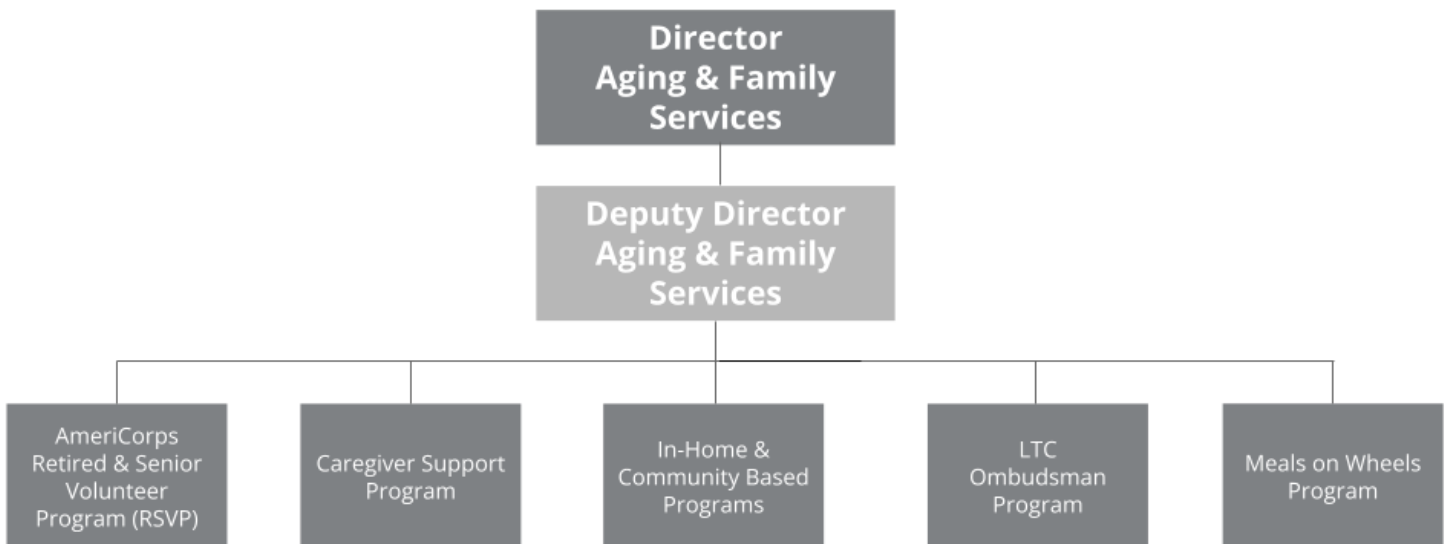
Expenses	FY21 Actual	FY22 Budget	FY23 Budget
Salary	\$1,167,054	\$1,284,664	\$1,257,480
Fringe	\$674,449	\$735,444	\$738,017
Indirect (Administration)	\$219,822	\$308,319	\$301,795
Contracted Services	\$1,593,338	\$1,869,407	\$1,916,815
Audit Expenses	\$11,020	\$14,511	\$15,000
Communications	\$17,770	\$14,807	\$15,507
Office Expense	\$23,246	\$40,955	\$41,334
Data Processing	\$19,581	\$18,933	\$30,869
Travel	\$11,252	\$6,752	\$12,088
Maintenance expense	\$51,153	\$53,174	\$69,174
Other Expenses	\$29,477	\$44,334	\$74,205
	<b>\$3,818,163</b>	<b>\$4,391,300</b>	<b>\$4,472,284</b>

# MAG | Aging and Family Services

The MAG Department of Aging and Family Services is the designated Area Agency on Aging for Summit, Utah and Wasatch counties. The program promotes the well-being of aging adults by providing services and programs designed to empower vulnerable older adults to live with independence and dignity in their homes and communities. Aging services provided by the department are divided into three categories which include everyday living, transition planning, and community connections.

## Department Goals

- ◆ Promote a comprehensive, culturally sensitive, and socially inclusive system of aging adult and caregiver community-based programs.
- ◆ Strengthen and expand aging services to ensure continuity and longevity of department programs.
- ◆ Empower seniors in maintaining health, safety, and independence by utilizing available community resources and services so they can remain in their homes and communities, while creating healthy and safe environments.



# MAG | Aging and Family Services

## In-Home and Community Based Program

The In-Home and Community Based Services Program addresses the needs of low-income aging adults who need individualized services to live with independence and dignity in their homes and communities.

### Goals for FY23

- ◆ Transition back to in-person client contact as required by pre-COVID policies.
- ◆ Expand participation in the Aging Waiver Program which is designed to provide services to help older adults live as independently as possible in their homes or other

### Program/Fund Revenues and Expenses

HCBA	Revenues	Amount
	State In-Home/Alternatives	\$367,300
	Alternatives - SSBG	\$122,400
	Total	<u>\$489,700</u>

	Expenses	Amount
	Salary	\$185,215
	Fringe	\$118,872
	Indirect (Administration)	\$37,043
	Services	\$101,957
	Shared Aging Expenses	\$46,613
	Total	<u>\$489,700</u>

Support Services	Revenues	Amount
	Title IIIB	\$284,040
	State Service	\$176,550
	ARPA	\$115,000
	SSBG Admin	\$18,000
	Total	<u>\$593,590</u>

	Expenses	Amount
	Salary	\$303,694
	Fringe	\$165,074
	Legal	\$13,000
	Transportation	\$30,000
	Provider in home	\$42,857
	Shared Aging Expenses	\$38,965
	Total	<u>\$593,590</u>

# MAG | Aging and Family Services

## Meals on Wheels Program

The MAG Meals on Wheels Program offers healthy meals, social engagement, access to community resources, and lastly, supports independence while delaying the onset of adverse health conditions. Due to the COVID pandemic this program continues to experience a substantially increased demand in Utah County for both senior meals at senior centers and home delivered meals. This additional expense will be addressed with Utah County American Rescue Plan Act (ARPA) funding.

### Goals for FY23

- ◆ Recruit community volunteers and interns to assist with post COVID pandemic program participant assessments and nutrition projects.
- ◆ Partner with registered dietitians from the University of Utah to promote health and nutrition counseling at seven senior centers throughout our program service area.
- ◆ Achieve an evidence-based finding for our Annual Senior Health Challenge event.

### Program/Fund Revenues and Expenses

#### Meals on Wheels

Revenues	Amount
Title III C-2	\$248,940
State Nutrition	\$30,075
NSIP (cash-in-lieu)	\$145,840
State Home Delivered Meal	\$275,475
Project Income	\$240,000
ARPA	\$592,400
Total	\$1,532,730

Expenses	Amount
Salary	\$374,319
Fringe	\$214,551
Security Center	\$626,164
Homestyle Direct	\$40,000
Denise's Home Plate	\$90,000
Summit Repairs/Gas	\$69,174
Volunteer Program	\$20,000
Assessments	\$10,000
Other	\$41,000
Shared Aging Expenses	\$50,522
Total	\$1,532,730

# MAG | Aging and Family Services

## Meals on Wheels Program Cont.

### Program/Fund Revenues and Expenses

#### Congregate Meals

Revenues	Amount
Title III C-1	\$346,680
NSIP (cash-in-lieu)	\$36,460
Project Income	\$60,000
ARPA	\$350,000
Total	<u>\$793,140</u>

Expenses	Amount
Salary	\$57,821
Fringe	\$34,656
Indirect (Administration)	\$13,877
Security Center	\$375,720
Senior Center	\$179,531
Carpenter Paper	\$24,000
Shared Aging Expenses	\$107,535
Total	<u>\$793,140</u>

# MAG | Aging and Family Services

## National Caregiver Support Program

The National Caregiver Support Program (NCSP) provides access to both resources and services for caregivers of older adults, individuals with dementia of any age, individuals with disabilities, and older adults caring for minor children. Program resources and services include counseling, education, support group access, respite care, and assistive supplies. There is no low-income program participant requirement.

### Goals for FY23

- ◆ Increase the number of annual Caregiver Conference attendees by 10%.
- ◆ Increase collaboration with local community system partners offering services and support for caregivers of older adults.
- ◆ Increase community outreach efforts to caregivers about available services and resources.

### Program/Fund Revenues and Expenses

Types	Amount
Title III E	193,600
State Respite Program	83,400
Total	<u>\$277,000</u>

Types	Amount
Salary	\$118,340
Fringe	\$81,671
Indirect (Administration)	\$23,668
Services	\$32,754
Shared Aging Expenses	\$20,565
Total	<u>\$277,000</u>

# MAG | Aging and Family Services

## AmeriCorps Retired Senior Volunteer Program

The AmeriCorps Retired Senior Volunteer Program (RSVP) program pairs community members aged 55 and older with local organizations effecting change through service. AmeriCorps RSVP volunteers report better health and longevity as a result of providing service in their local communities.

### Goals for FY23

- ◆ Increase volunteer recruitment by 10%.
- ◆ Increase program outreach and assistance to eligible Medicare beneficiaries applying for benefit programs that help to lower the costs of their Medicare premiums and deductibles.
- ◆ Increase senior program interactions by 15%.

### Program/Fund Revenues and Expenses

Revenues	Amount
RSVP	\$22,500
Health Insurance Counseling	\$16,000
MIPPA	\$20,000
Senior Medicare Patrol	\$83,485
Total	\$141,985

Expenses	Amount
Salary	\$77,946
Fringe	\$34,224
Indirect (Administration)	\$18,707
Shared Aging Expenses	\$29,815
Total	\$141,985

# MAG | Aging and Family Services

## Long-Term Care Ombudsman

The Long-Term Care Ombudsman Program advocates for the rights of individuals living in nursing homes and assisted living facilities. Ombudsmen are certified by the state and are trained to investigate complaints and resolve problems, as well as provide information to the public about long-term care options. Their services are free and confidential.

### Goals for FY23

- ◆ Resume regular visits post pandemic, prioritizing at least one visit to each nursing home and assisted living facility in the program service area quarterly.
- ◆ Resume attendance at monthly resident council meetings in long-term skilled nursing facilities and assisted living environments to provide advocacy and education regarding resident rights and resident council protocols.
- ◆ Resume aging adult resident rights training for long-term skilled nursing facilities and assisted living environments staff.

### Program/Fund Revenues & Expenses

Revenues	Amount
Title VIIB	\$26,500
State Ombudsman	\$69,200
State Ombudsman/1x	\$20,100
SSBG Admin	\$70,000
Total	\$185,800

Expenses	Amount
Salary	\$109,910
Fringe	\$65,508
Legal	\$10,382
Total	\$185,800





# Community and Economic Development (CED)

## Department Revenues and Expenses

<b>Revenues</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY23 Budget</b>
Federal Revenue	\$1,523,416	\$2,247,989	\$2,099,791
Other Contracts	\$88,153	\$141,340	\$154,000
Pass-Through Funds	\$1,257,237	\$1,278,335	\$3,099,024
CARES/ARPA Revenue	\$25,466,505		\$203,991
Carry-Over			\$406,000
	<b>\$28,335,311</b>	<b>\$3,667,664</b>	<b>\$5,962,806</b>

<b>Expenses</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY23 Budget</b>
Salary	\$999,814	\$1,174,181	\$1,146,880
Fringe	\$586,759	\$899,082	\$681,353
Indirect (Administration)	\$196,479	\$232,832	\$275,251
Contracted Services	\$26,209,221	\$1,046,006	\$3,224,266
Audit Expenses	\$12,644	\$15,612	\$16,000
Communications	\$21,614	\$21,398	\$24,387
Office Expense	\$180,894	\$154,605	\$164,465
Data Processing	\$37,181	\$29,481	\$22,751
Travel	\$9,217	\$27,702	\$29,087
Maintenance expense			\$15,955
Other Expenses	\$81,488	\$66,766	\$362,411
	<b>\$28,335,311</b>	<b>\$3,667,664</b>	<b>\$5,962,806</b>

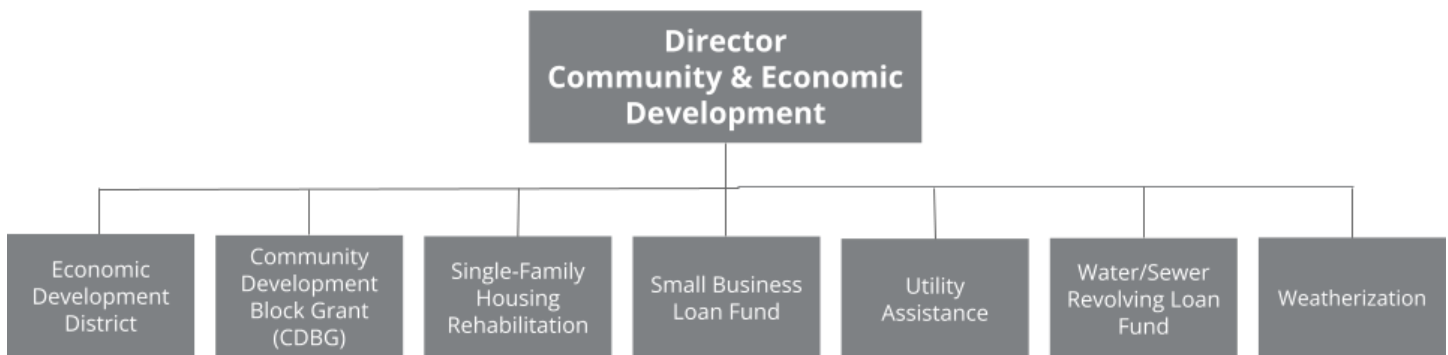
In Community and Economic Development (CED) we work with member jurisdictions, non-profit organizations, and citizens to build strong and sustainable communities.

Our programs include a small business loan fund, home programs, Community Development Block Grant (CDBG) programs, and economic development planning and coordination.

In the 2023 fiscal year we will work to address service gaps in housing affordability, infrastructure development, and local small business support.

## Department Goals

- ◆ Establish a water and sewer infrastructure revolving loan fund to address critical needs in our region.
- ◆ Partner with the Olene Walker Housing Fund to administer a single-family housing rehabilitation program in our rural communities.
- ◆ Partner with small business funding and support organizations to move businesses from our fund to traditional loan sources, strengthening their chances of success and helping them become bankable.
- ◆ Continue to administer impactful community programs and projects through our CDBG, economic development, and home programs.



# MAG | CED

## Weatherization

The Weatherization Assistance Program helps low-income individuals and families reduce energy costs and increase comfort and safety in their homes. Individuals, families, the elderly and the disabled who are making no more than 200 percent of the current federal poverty income level are eligible for help.

### Goals for FY23

- ◆ Maintain at least a 95% completion of our production goals each month and for the year.
- ◆ Increase outreach in Summit and Wasatch Counties through a variety of outlets, including radio ads, community events, and partnerships with local organizations.

### Program/Fund Revenues and Expenses

Revenues	Amount
Federal Revenue	\$1,043,000
Other Contracts	\$154,000
Carry Over	\$406,000
Total	<u>\$1,603,000</u>

Expenses	Amount
Salary	\$551,722
Fringe	\$397,190
Indirect (Administration)	\$132,413
Contracted Services	\$157,380
Audit Expenses	\$7,697
Communications	\$6,243
Office Expense	\$98,486
Data Processing	\$5,996
Travel	\$10,000
WX Production	\$214,545
Other Expenses	\$21,327
Total	<u>\$1,603,000</u>

# MAG | CED

## Utility Assistance Program

The Utility Assistance Program provides year-round energy and water assistance as well as energy and water-related crisis assistance for eligible low-income households throughout Utah. Eligible households can qualify for a Heating benefit (October-March), Cooling benefit (April-September), and Water Assistance.

### Goals for FY23

- ◆ Increase outreach in Summit and Wasatch Counties through a variety of outlets, including radio ads, community events, and partnerships with local organizations. We will also collect information from clients on how they heard about the program so that we can better target our outreach efforts.
- ◆ Increase outreach to disabled individuals and families with young children, which are target groups for the program.

### Program/Fund Revenues and Expenses

Revenues	Amount
Federal Revenue	\$585,582
Total	<u>\$585,582</u>

Expenses	Amount
Salary	\$283,691
Fringe	\$140,888
Indirect (Administration)	\$68,086
Audit Expense	\$3,958
Communications	\$11,567
Office Expense	\$50,342
Data Processing	\$5,500
Travel	\$5,596
Maintenance Expense	\$15,955
Total	<u>\$585,582</u>

# MAG | CED

## Single-Family Housing Rehabilitation

The Single-Family Housing Rehabilitation Program offers financial assistance to low-income homeowners whose homes are in need of rehabilitation or replacement. The program targets rural communities in Utah and aims to maintain the viability of the affordable housing stock.

### Goals for FY23

- ◆ Establish and promote the program within our region, coordinating with existing programs and communities to spread the word.
- ◆ Make 2-5 loans by July 2023.

### Program/Fund Revenues and Expenses

Revenues	Amount
State Revenue	\$15,000
State Appropriation	\$28,227
Pass-Through Funds	\$71,773
Total	\$115,000

Expenses	Amount
Salary	\$18,295
Fringe	\$13,207
Indirect (Administration)	\$4,391
Audit Expenses	\$255
Communications	\$1,200
Office Expense	\$2,752
Data Processing	\$1,927
Travel	\$1,200
Pass through	\$71,773
Total	\$115,000

The Mountainland Economic Development District advances economic growth and opportunity by fostering regional collaboration, preparing regional plans, and facilitating federal investments in our communities.

### Goals for FY23

- ◆ Continue assisting our local jurisdictions with applying for COVID response and stimulus grants.
- ◆ Strengthen the District's role in coordinating economic development efforts, news, and resources in our region.

### Program/Fund Revenues and Expenses

Revenues	Amount
Federal Revenue	\$207,900
Total	<u>\$207,900</u>

Expenses	Amount
Salary	\$92,243
Fringe	\$40,960
Indirect (Administration)	\$22,138
Audit Expense	\$1,287
Communications	\$1,880
Office Expense	\$5,229
Data Processing	\$2,000
Travel	\$8,662
Other Expense	\$33,500
Total	<u>\$207,900</u>

# MAG | CED

## Small Business Loan Fund

The Small Business Loan Program supports small businesses, expands economic opportunity, and creates permanent, long-term jobs within the region by providing gap and start-up financing to small businesses.

### Goals for FY23

- ◆ Grow our fund to \$2-2.5 million, the threshold for our program to be self-sustaining.
- ◆ Assist successful loanees with transferring their loans to traditional institutions, thus freeing up our fund to assist a greater number of businesses.

### Program/Fund Revenues and Expenses

Revenues	Amount
Pass-Through Funds	\$906,241
CARES/ARPA Revenue	\$54,000
Total	<u>\$960,241</u>

Expenses	Amount
Salary	\$29,176
Fringe	\$7,841
Indirect (Administration)	\$7,002
Audit Expense	\$407
Communications	\$864
Office Expense	\$1,507
Data Processing	\$594
Travel	\$3,077
Other Expense	\$13,434
Pass-Through Loans	<u>\$896,338</u>
Total	<u>\$960,241</u>



# MAG | CED

## Community Development Block Grant

The Community Development Block Grant (CDBG) program aims to build viable communities by providing critical services to the most vulnerable, supporting neighborhood and community improvements, creating jobs for low- and moderate-income residents, and fostering projects that create and maintain affordable housing. Funded projects range from food banks to water and sewer line replacements to senior center renovations to ADA improvements and more.

### Goals for FY23

- ◆ Conduct an applicant and grantee survey to guide program improvements that will reduce the administrative burden of organizations focused on delivering services and projects within their communities.
- ◆ Strengthen collaboration with MAG's planning staff to leverage funds and coordinate services.

### Program/Fund Revenues and Expenses

Revenues	Amount
Federal Revenue	\$270,000
Pass Through Funds	\$1,192,783
CARES/ARPA	\$28,300
Total	\$1,491,083

Expenses	Amount
Salary	\$144,349
Fringe	\$68,543
Indirect (Administration)	\$34,644
Audit Expenses	\$2,014
Communications	\$1,432
Office Expense	\$3,562
Data Processing	\$5,848
Travel	\$11,121
Other Expenses	\$26,787
Pass through - Loans	\$1,192,783
Total	\$1,491,083

The Water and Sewer Revolving Loan Fund will provide low-interest loans to communities to replace, expand, or improve water and sewer capabilities to ensure safe communities for residents.

### Goals for FY23

- ◆ Create and establish the fund, Policies and Procedures, and an application and scoring system.
- ◆ Issue 1-2 Loans by July 2023.

### Program/Fund Revenues and Expenses

Revenues	Amount
State Appropriation	\$1,000,000
Total	<u>\$1,000,000</u>

Expenses	Amount
Salary	\$27,403
Fringe	\$12,724
Indirect (Administration)	\$6,577
Audit Expenses	\$382
Communications	\$1,200
Office Expense	\$3,500
Data Processing	\$886
Travel	\$2,500
Pass through - Loans	\$944,828
Total	<u>\$1,000,000</u>



# Regional Planning

# MAG | Regional Planning

## Department Revenues and Expenses

<b>Revenues</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY23 Budget</b>
Federal Revenue	\$1,682,161	\$1,142,137	\$1,320,106
State Revenue	\$9,476,482	\$13,638,699	\$9,040,000
Local Revenue (Jurisdictional Cash Assessments)	\$229,869	\$337,773	\$354,640
In Kind Contributions	\$82,221	\$114,785	\$153,686
	<b>\$11,470,733</b>	<b>\$15,233,394</b>	<b>\$10,868,432</b>

<b>Expenses</b>	<b>FY21 Actual</b>	<b>FY22 Budget</b>	<b>FY23 Budget</b>
Salary	\$1,085,885	\$838,150	\$1,208,365
Fringe	\$638,967	\$461,933	\$685,983
Indirect (Administration)	\$205,746	\$179,287	\$290,008
Contracted Services	\$9,324,182	\$13,594,256	\$8,430,979
Audit Expenses	\$10,319	\$10,419	\$11,000
Communications	\$13,652	\$5,655	\$12,705
Office Expense	\$48,484	\$31,554	\$33,452
Data Processing	\$23,922	\$43,334	\$70,048
Travel	\$4,123	\$23,194	\$58,700
Other Expenses	\$115,453	\$45,612	\$67,192
	<b>\$11,470,733</b>	<b>\$15,233,394</b>	<b>\$10,868,432</b>

# MAG | Regional Planning

MAG's Regional Planning Department oversees transportation policy, mapping, modeling and analytics, demographics, air quality conformance, planning, and programming as well as community-requested plans and studies. Department staff work to ensure our efforts are data driven and collaborative - we provide a forum for discussion and cooperation among local government representatives concerning region-wide issues, primarily transportation and land use planning. The Regional Planning Department has three divisions: Transportation, Planning, and Analytics.

## Department Goals

- ◆ Accomplish activities effectively and efficiently—and with an innovative mindset.
- ◆ Communicate frequently with our members and partners.



# MAG | Regional Planning Transportation Division

The Transportation Division oversees the three-county region's short and long range transportation planning and programming. MAG is the federally designated Metropolitan Planning Organization (MPO) for Utah County and working towards creating a Wasatch Back Rural Planning Organization (RPO) for Summit and Wasatch Counties.

Two main products are developed through the transportation planning process which addresses all modes of transportation including road, transit, and active transportation. The first product is the long-range Regional Transportation Plan (RTP), TransPlan50. The RTP is developed every four years and identifies transportation projects needed over the next 20-30 years. The second product is the Transportation Improvement Program (TIP). The TIP program provides funding for prioritized regional roadway, transit, bicycle, and pedestrian improvement projects over the next six years. Additional division activities include project management and technical assistance for transportation projects and air quality conformity (AQC) analysis for the RTP and the TIP.

## Goals for FY23

- ◆ Effectively administer and communicate regional plans and programs.
- ◆ Update and adopt the long range RTP, 2023 TransPlan50. The RTP sets regional goals and outlines the proposed regional projects and programs creating a coordinated system of capital intensive roadway projects, transit improvements, and pedestrian/ bicycle facilities needed to address planned growth over the next 20 to 30 years.
- ◆ Update and expand the RPO transportation plan to cover the newly formed Wasatch Back RPO.
- ◆ Update and adopt the 2023 TIP. The TIP is the implementation program for RTP projects and programs. All funded regional transportation projects programmed by MAG, UDOT, or UTA, must be included within TIP and approved by the MPO committees.
- ◆ Create and implement the new joint Wasatch Back RPO with support from Wasatch and Summit Counties, UDOT, transit districts and other partners.
- ◆ Provide a forum for regional collaboration and efforts.

# MAG | Regional Planning

## Transportation Division Cont.

### Program/Fund Revenues and Expenses

Revenues	Amount
Federal Revenue	\$990,080
State Revenue	\$1,092,500
In Kind Contributions	\$89,370
Local Revenue	\$50,350
Total	<u>\$2,222,300</u>

Expenses	Amount
Salary	\$570,974
Fringe	\$305,618
Indirect (Administration)	\$137,034
Shared Expenses	\$133,097
Contracted Services	\$1,075,577
Total	<u>\$2,222,300</u>

# MAG | Regional Planning

## Planning Division

The Planning Division oversees the three-county region’s transportation and land use planning efforts. The new transportation and land use program (effective July 2022) will support local governments by providing technical assistance for coordinated transportation and land use planning projects and studies that support local and regional goals. These projects will be led by the community.

The two main products of this program will be to develop and support local governments by funding the following types of plans and studies: small area/transit/station area plans, TOD/SAP studies, local plans/studies addressing necessary transportation, land use, community, housing, and economic development needs, place making studies, regional visioning, transportation facilities analysis, transportation/active transportation master plans, and market analysis or feasibility studies. The Planning Division will also support region-wide planning efforts such as the Pre-Disaster Mitigation Plan.

### Goals for FY23

- ◆ Promote plans and studies that improve our region’s high quality of life.
- ◆ Create and implement a new technical assistance transportation and land use program that is objective, performance-based, and meets the needs of our communities and partners in the MAG region (Summit, Utah, and Wasatch Counties).
- ◆ Support communities by partnering and providing technical assistance for the new provisions related to the Station Area Planning legislation.

### Program/Fund Revenues and Expenses

Revenues	Amount
Federal Revenue	\$165,013
State Revenue	\$7,480,000
In-Kind Contributions	\$267,854
Local Revenue	\$50,349
Total	\$7,963,216

Expenses	Amount
Salary	\$300,817
Fringe	\$165,908
Indirect (Administration)	\$72,196
Shared Expenses	\$68,947
Contracted Services	\$7,355,347
Total	\$7,963,216



# MAG | Regional Planning

## Analytics Division

The Analytics Division oversees the organization’s data, analytics, modeling, and mapping. Staff use sophisticated models to analyze and forecast current and future land use, population, employment, traffic congestion, distribution of trip origins and destinations, transit ridership, and active transportation to better inform planning for our region. The models include but are not limited to the travel demand model (TDM), the Real Estate Market Model (REMM), Socio-Economic (SE) Forecasting Spreadsheet model, and the Micromobility Toolset.

Staff vet and provide transportation, land use, housing, economic, planning, demographic, and employment data and GIS resources to support the RTP, the TIP, the new transportation and land use program, the website data messaging, and other planning and mapping activities at MAG.

### Goals for FY23

- ◆ Promote innovation, access, and use.
- ◆ Create and make readily available up-to-date and innovative maps, data, and information to support MAG’s plans and studies and to support our member local governments.
- ◆ Refine and enhance MAG’s online clearinghouse of relevant up-to-date data, maps, and applications for ease of use, understandability.

### Program/Fund Revenues and Expenses

Revenues	Amount
Federal Revenue	\$165,013
State Revenue	\$467,500
Local Revenue	\$50,349
Total	<u>\$682,862</u>

Expenses	Amount
Salary	\$336,574
Fringe	\$214,457
Indirect (Administration)	\$80,778
Shared Expenses	\$51,054
Total	<u>\$682,862</u>



# Administrative Services

# MAG | Administrative Services

The MAG Department of Administrative Services provides Finance, Human Resource, and Information Technology services to all MAG departments. Administrative Services staff support the mission, vision, and values held by MAG by providing trustworthy, responsive, efficient, and knowledgeable services to MAG's internal and external stakeholders.

## Goals for FY23

- ◆ Finance
  - Implement GovSense accounting software to increase efficiency, accuracy, and transparency of financial management and reporting.
  - Develop and implement new purchasing and procurement policies.
  - Shift all MAG vendors from paper check payments to Automated Clearing House (ACH) deposit.
  
- ◆ Human Resources
  - Maintain and increase up-to-date knowledge regarding public sector Human Resources practices and procedures.
  - Update current MAG personnel policies and procedures.
  
- ◆ Information Technology
  - Conduct privacy and security system audits to ensure compliance with best practices in information technology.
  - Ensure adherence to Health Information and Portability and Accountability Act (HIPAA) regulation in MAG information technology systems as required.



# MAG | Special Funds

## **MAG Emergency Fund**

In 2000, the Executive Council moved to create and build a \$200,000 cash reserve fund. In 2013 MAG was directed to increase the reserve to a target of 25% of the operating budget. This was accomplished using local funds over the period of several years. By 2020 the fund balance reached approximately \$1,250,000. In 2021, MAG used \$250,000 of the Emergency Fund to cover the expenses of managing a \$30 Million CARES Act program that funded small businesses and nonprofits that were hit hard by COVID.

The projected July 2022 balance is \$977,310. As approved by the Steering Committee in February 2022, MAG will be using a portion of the Emergency Fund to move from a DOS Accounting System to Accounting Software.

The annual projected contribution is \$30,000.

## **MAG Building Fund**

The MAG Building fund supports maintenance, ADA accessibility requirements, repairs and improvements. Local contributions are used to capitalize the fund. The projected July 2022 balance is \$0.00. The annual projected contribution is \$24,222.

## **Leave Liability Fund**

The purpose of the Leave Liability Fund is to ensure funding is in place to pay out eligible accrued leave according to MAG's Personnel Policies and Procedures. The projected July 2022 balance is \$430,000. The annual contribution to this fund is up to 2% of annual salaries.

## **Aging and Family Services Emergency Fund**

The Aging and Family Services Emergency fund was established to provide a pool of funds to cover unpredictable circumstances where the community needs for services exceed the annual allocated funding available. The fund is capitalized by donations.

The projected July 2022 balance is \$580,000.

## **\$35 Million Legislative Appropriation**

HB 3 3242-3246. The Legislature intends that the Department of Transportation transfer \$35,000,000 from funds provided in Item 1, Chapter 387, Laws of Utah 2021, to the Mountainland Association of Governments.

# MAG | Historic COLA/MERIT Chart

## Historic COLA/Merit Chart FY23

MAG's COLA is determined by taking the average of the following indices:

1. Social Security COLA
2. National Consumer Price Index (CPI)
3. Mountainland-Plains Consumer Price Index – Urban (CPI-U)

YEAR	COLA				Merit	
	Social Security	CPI	Mountainland-Plains CPI	Average of Indices	MAG COLA	MAG Merit
<b>2022</b>	<b>5.9</b>	<b>8.5*</b>	<b>7.9**</b>	<b>7.4%</b>	<b>5</b>	<b>2</b>
2021	1.3	4.2	3.9	3.1	5.1	2
2020	1.6	1.8	2.7	2	0***	0
2019	2.8	2.4	3.3	2.8	2.8	2.5
2018	2.0	2.1	2.8	2.3	3.0	2.0
2017	0.3	1.3	1.9	1.2	2.0	2.0
2016	0.0	0.1	1.2	0.4	1.0	2.0
2015	1.7	1.6	1.9	1.7	1.0	1.0
2014	1.5	1.5	1.5	1.5	1.0	1.0
2013	1.7	2.1	2.2	2.0	1.0	0.0
TOTAL	18.8	25.6	29.3	24.5	21.9	14.5
<b>Average</b>	<b>1.88</b>	<b>2.56</b>	<b>2.93</b>	<b>2.45</b>	<b>2.19</b>	<b>1.45</b>

\* March 2022 Year-over-Year COLA

\*\* February 2022 Year-over-Year COLA

\*\*\* Budgeted for 2.8 in 2020, was not implemented due to COVID

# MAG | PEHP Rate Sheet

## Mountainland Association of Governments

### LOCAL GOVERNMENTS RISK POOL: Rate Renewal FY23

#### CURRENT MEDICAL PLAN

##### Advantage & Summit LGRP Traditional Option 2

	Single	Double	Family
Current	\$738.32	\$1,528.30	\$2,067.26
New	\$799.60	\$1,655.16	\$2,238.86

Renewal: 8.3%

#### CURRENT DENTAL PLANS

##### Preferred Dental Care (No Waiting Period)

	Single	Double	Family
Current	\$48.58	\$66.42	\$100.52
New	\$49.06	\$67.08	\$101.52

Renewal: 1.0%

##### Premium Dental Care (No Waiting Period)

	Single	Double	Family
Current	\$56.72	\$77.56	\$117.38
New	\$56.16	\$76.78	\$116.22

Renewal: -1.0%

Overall Dental Renewal: -0.3%

[WWW.PEHP.ORG](http://WWW.PEHP.ORG)



# MAG | Budget Category Definitions

## Personnel

- **Staff Salaries:** Total cost of wages attributed to grants and programs.
- **Fringe Benefits:** Costs of benefit program for employees

## Operations

- **Travel:** All reimbursable travel, including out of state travel and per diem. All conference registration and other fees associated with attendance at approved functions.
- **Office Expense:** Consumable supplies, repair and maintenance of equipment, items not classified under office furniture and equipment below (such as staplers, file folders, notepads, etc.), subscriptions and publications. Minor printing and copying costs charged by outside services.
- **Copy Costs:** Copies and related costs of operating the MAG copier.
- **Communications:** Cost of telephone, cell phones and related programs, postage, supplies and maintenance costs of operating postage machine.
- **Space Cost:** Utilities, janitorial service, insurance, cost of improvements or repairs necessary, common condominium costs, rent of satellite office space.
- **Office Furniture and Equipment:** All items that must be recorded on inventory records. MAG policy includes items more than \$150.00. This category includes specialized equipment such as data processing equipment and upgrades to this equipment.
- **Other:** Category for expense not specifically identified in all other categories, which must be accounted for separately because of size of expenditure or grant requirements. Examples are attorney fees, advisory council conference costs, liability insurance policies, membership fees, meeting expenses, advertising and major printing of documents, forms and plans, especially for external distribution.
- **Data Processing:** Costs of data processing activities; includes cost of software, maintenance of computers, printers, plotters, etc., but not to include purchase of equipment.
- **Audit:** Cost of single audit. Auditor's fees incurred in connection with an annual audit of all programs in the Association.
- **Administration & Accounting:** These costs are those associated with: General administration of Association activities, personnel administration, representation on Executive Boards, preparation of goals and objectives, budgeting, accounting, compliance with federal and state regulations applying to fiscal management. The **Approved Cost Allocation Plan** permits MAG to allocate its administration and accounting costs, net of local funds received, to all operating programs based on the ratio that each grant's in-house personnel salaries and wages bear to the organization-wide total exclusive of administration and accounting.

## Contracts

- **Contracts & Pass Through:** All outside activities: Consultants, contracts, funds passed through to cities and counties.

# MAG | Jurisdictional Cash Assessments



## Jurisdictional Cash Assessments | Jul 2022 - Jun 2023

## Past Budgets

	2020 Census Population Estimate	Special Assessment					General Assessment .25 Per Capita	FY23 Grand Total	FY22 Grand Total	FY21 Grand Total
		UC Strategic Plan	UC Aging Services	UC MPO Match	Wasatch Back RPO	Special Assessment Total				
<b>Summit County</b>	<b>42,499</b>									
Coalville	1,601				\$377	\$377	\$500	\$877	\$500	\$500
Francis	1,611				\$379	\$379	\$500	\$879	\$500	\$500
Henefer	990				\$233	\$233	\$200	\$433	\$200	\$200
Kamas	2,344				\$552	\$552	\$586	\$1,138	\$559	\$544
Oakley	1,763				\$415	\$415	\$500	\$915	\$500	\$500
Park City	8,578				\$2,018	\$2,018	\$2,145	\$4,163	\$2,126	\$2,095
Summit Unic.	25,612				\$6,026	\$6,026	\$6,403	\$12,429	\$6,360	\$6,240
UDOT (RPO)					\$10,000	\$10,000		\$10,000		
<b>Utah County</b>	<b>651,059</b>									
Alpine	10,495	\$571	\$573	\$400		\$1,545	\$2,624	\$4,169	\$4,245	\$4,235
American Fork	33,896	\$1,846	\$1,852	\$1,292		\$4,990	\$8,474	\$13,464	\$13,143	\$12,057
Cedar Fort	395	\$22	\$22	\$15		\$58	\$200	\$258	\$261	\$262
Cedar Hills	9,985	\$544	\$546	\$381		\$1,470	\$2,496	\$3,966	\$4,129	\$4,220
Draper	2,230	\$121		\$85		\$206	\$558	\$764	\$763	\$770
Eagle Mountain	42,013	\$2,288	\$2,296	\$1,601		\$6,185	\$10,503	\$16,688	\$14,395	\$13,150
Elk Ridge	4,427	\$241	\$242	\$169		\$652	\$1,107	\$1,758	\$1,638	\$1,534
Fairfield	151	\$8	\$8	\$6		\$22	\$200	\$222	\$222	\$223
Genola	1,597	\$87	\$87	\$61		\$235	\$500	\$735	\$739	\$741
Goshen	904	\$49	\$49	\$34		\$133	\$200	\$333	\$344	\$351
Highland	19,241	\$1,048	\$1,051	\$733		\$2,833	\$4,810	\$7,643	\$7,753	\$7,741
Lehi	73,383	\$3,996	\$4,010	\$2,797		\$10,803	\$18,346	\$29,149	\$26,690	\$25,607
Lindon	11,462	\$624	\$626	\$437		\$1,687	\$2,866	\$4,553	\$4,434	\$4,479
Mapleton	11,139	\$607	\$609	\$425		\$1,640	\$2,785	\$4,425	\$4,110	\$3,991
Orem	98,970	\$5,389	\$5,408	\$3,772		\$14,570	\$24,743	\$39,312	\$39,415	\$39,950
Payson	21,033	\$1,145	\$1,149	\$802		\$3,096	\$5,258	\$8,355	\$8,013	\$8,122
Pleasant Grove	38,241	\$2,082	\$2,090	\$1,458		\$5,630	\$9,560	\$15,190	\$15,531	\$15,861
Provo	116,295	\$6,333	\$6,355	\$4,433		\$17,120	\$29,074	\$46,194	\$47,167	\$47,911
Salem	8,866	\$483	\$484	\$338		\$1,305	\$2,217	\$3,522	\$3,423	\$3,352
Santaquin	13,507	\$735	\$738	\$515		\$1,988	\$3,377	\$5,365	\$4,961	\$4,758
Saratoga Springs	35,501	\$1,933	\$1,940	\$1,353		\$5,226	\$8,875	\$14,101	\$12,688	\$12,090
Spanish Fork	41,268	\$2,247	\$2,255	\$1,573		\$6,075	\$10,317	\$16,392	\$16,151	\$16,106
Springville	33,572	\$1,828	\$1,834	\$1,280		\$4,942	\$8,393	\$13,335	\$13,380	\$13,595
Vineyard	12,570	\$684	\$687	\$479		\$1,850	\$3,143	\$4,993	\$4,063	\$2,536
Woodland Hills	1,614	\$88	\$88	\$62		\$238	\$500	\$738	\$742	\$745
Utah Unic.	8,304	\$15,000	\$15,000	\$10,500		\$40,500	\$2,076	\$42,576	\$42,607	\$42,684
<b>Wasatch County</b>	<b>35,300</b>									
Charleston	496				\$141	\$141	\$200	\$341	\$345	\$346
Daniel	1,075				\$305	\$305	\$500	\$805	\$825	\$828
*Heber	17,574				\$28,051	\$28,051	\$4,394	\$32,445	\$9,034	\$8,777
Hideout	1,254				\$355	\$355	\$500	\$855	\$493	\$489
Interlaken	242				\$69	\$69	\$200	\$269	\$269	\$268
*Midway	5,465				\$8,680	\$8,680	\$1,366	\$10,046	\$2,896	\$3,281
Wallsburg	397				\$112	\$112	\$200	\$312	\$314	\$311
*Wasatch Unic.	8,797				\$18,335	\$18,335	\$2,199	\$20,534	\$4,648	\$4,406
UDOT (RPO)					\$10,000	\$10,000		\$10,000	\$10,000	\$10,000
<b>Totals</b>	<b>8,602</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$35,000</b>	<b>\$86,048</b>	<b>\$221,048</b>	<b>\$183,592</b>	<b>\$404,640</b>	<b>\$330,574</b>	<b>\$326,352</b>

\*Wasatch Back RPO costs include the combined agreed amount of \$46,048 for the Wasatch RPO Trail Planner and Grant Writer



# MAG | Budget Resolution

#2022-05-26-01

**A Resolution of the Executive Council of  
Mountainland Association of Governments  
Approving and Adopting a Budget for the  
Fiscal Year Beginning July 1, 2022 and Ending June 30, 2023**

WHEREAS, the Executive Director of Mountainland Association of Governments has prepared Tentative Budgets in proper form for all Funds for which a budget is required by Utah State Law; and

WHEREAS, the Tentative Budgets have been reviewed and considered by the Executive Council; and

WHEREAS, the Tentative Budgets, together with supporting schedules and data have been available for public inspection in the office of the Finance Director and at mountainland.org for a period of ten (10) days, as required by law; and

WHEREAS, the Executive Council, on due public notice, held a public hearing on Thursday, May 26, 2022, at 110 North Main Street, Kamas, UT 84036, and all interested persons were heard, for and against the estimates of revenue and expenditures as set forth in said budgets; and

WHEREAS, all statutory and legal requirements for the final adoption of said budgets have been completed.

NOW, THEREFORE, BE IT RESOLVED BY THE EXECUTIVE COUNCIL OF THE MOUNTAINLAND ASSOCIATION OF GOVERNMENTS as follows:

1. The Executive Council hereby adopts the budget for FY23 as amended and revised, which budget is attached hereto as Exhibit A and incorporated herein by reference.
2. Executive Council approval of grants, contracts, plans and work programs during the fiscal year shall be considered as amendments to this approved budget.
3. The Executive Director is hereby authorized to submit requests for payment of approved general and special assessment to member jurisdictions. The Finance Director is hereby authorized to certify and file a copy of this budget with the Utah State Auditor as required by state law.
4. A copy of the approved budget and amendments shall be on file in the office of the Finance Director.

ARROVED AND PASSED THIS May 26, 2022



MOUNTAINLAND ASSOCIATION OF GOVERNMENTS  
Council Member Glenn Wright

ATTEST: Melanie Haws, MAG

## Glossary of Acronyms

ACH	Automated Clearing House
ADA	Americans with Disabilities Act
ARPA	American Rescue Plan Act
CARES Act	Coronavirus Aid, Relief, and Economic Security Act
CDBG	Community Development Block Grant
CED	Community and Economic Development
COLA	Cost-of-Living Adjustment
CPI	Consumer Price index
CPI-U	Consumer Price Index-Urban
HIPAA	Health Information and Portability and Accountability Act
LTC	Long-term Care
MAG	Mountainland Association of Governments
MIPPA	Medicare Improvement for Patients and Providers Act
MPO	Metropolitan Planning Organization
NCSP	National Caregiver Support Program
NSIP	Nutrition Services Incentive Program
RPO	Rural Planning Organization
RSVP	Retired Senior Volunteer Program
RTP	Regional Transportation Plan
SSBG	Social Services Block Grant
TIP	Transportation Improvement
URS	Utah Retirement System
WX	Weatherization

For more information, please visit  
**[mountainland.org](https://mountainland.org)**



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Approved 05/26/22