

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD REGULAR MEETING AGENDA**

Tuesday, February 11, 2014, 2:30 PM

Lake Havasu City Police Facility Meeting Room
2360 McCulloch Boulevard N, Lake Havasu City, AZ 86403
www.lhcaz.gov

EXECUTIVE BOARD

Chair	Mark Nexsen, Mayor, Lake Havasu City
Vice-Chairman	Buster Johnson, Mohave County Supervisor, District 3
Secretary/Treasurer	Don Callahan, Councilmember, Lake Havasu City
Member	Dean Barlow, Councilmember, Lake Havasu City
Member	Deanna Beaver, ADOT State Transportation Board

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIENCE**
3. **ROLL CALL**

DISCUSSION / POSSIBLE ACTION

4. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE EXECUTIVE BOARD MEETING MINUTES OF JANUARY 14, 2013**
(Task #100)
5. **DISCUSSION POSSIBLE ACTION TO APPROVE THE FY14/15 LHMPO OPERATIONAL PLANNING ACTIVITY BUDGET**
(Task #100)

DISCUSSION

6. **UPDATE FROM THE METROPOLITAN PLANNING MANAGER**
Jean Knight, MPO Manager
(Task #100)
7. **ANNOUNCEMENTS**
8. **PROPOSED FUTURE AGENDA ITEMS**

9. CALL TO PUBLIC

It is now time to have an open call to the public for citizens wishing to address the Executive Board on issues within the jurisdiction of the LHMPO planning area, that were not on the Agenda. Your comments SHALL be limited to five (5) minutes or less. Please be advised that Executive Board Members may not respond to comments or questions brought up during call to the public.

10. ADJOURNMENT

Pursuant to the Americans with Disabilities Act (ADA), the Lake Havasu Metropolitan Planning Organization endeavors to ensure the accessibility of all of its programs, projects and services to all persons with disabilities. If you need an accommodation for this meeting, please contact the Lake Havasu City Clerk's office at (928) 453-4142 at least 24 hours prior to the meeting so that accommodations may be arranged.

**LHMPO
REQUEST FOR ACTION
FEBRUARY 11, 2014**

**SUBJECT: CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE
EXECUTIVE BOARD MEETING MINUTES OF JANUARY 14, 2014**

SUBMITTED BY: Jean Knight, MPO Manager

AGENDA TYPE: DISCUSSION/POSSIBLE ACTION

ATTACHMENTS:

Executive Board Meeting minutes of January 14, 2014

SUMMARY/BACKGROUND:

Attached are the minutes from the Executive Board meeting held January 14, 2014

ACTION OPTION:

Motion to approve the Executive Board Minutes of January 14, 2014

OR

Motion to approve the Executive Board Minutes of January 14, 2014, with the noted changes

RECOMMENDATION:

Motion to approve the Executive Board Minutes of January 14, 2014

**LHMPO
REQUEST FOR ACTION
FEBRUARY 11, 2014**

SUBJECT: DISCUSSION POSSIBLE ACTION TO APPROVE THE FY14/15 LHMPO OPERATIONAL PLANNING ACTIVITY BUDGET

SUBMITTED BY: Jean Knight, MPO Planning Manager

AGENDA TYPE: DISCUSSION/POSIBLE ACTION

ATTACHMENTS:

FY14/15 Operational Planning Activity Budget

SUMMARY/BACKGROUND:

When the MPO budget was prepared last year, it was not known what the dollar amount of funding the MPO would receive. Generally, the funding allocated for the current fiscal year is what we budget for the next fiscal year. It is not a definite dollar amount until October 1st of each year when the federal government issues the allocation amounts; however we still have to prepare and approve a budget.

If the Obligation Authority is less than what is budgeted, the MPO spends less. My experience in the past 5-years, it is never more.

The Obligation Authority (which is 95.5% of the apportionment) is as follows:

State Planning and Research (SPR)	\$119,375
Planning Funds (PL)	\$111,833
Section 5303 (Transit Coordination)	<u>\$23,509</u>
Total	\$254,717

After the Board approves, I will submit it to the City.

ACTION OPTION:

Motion to approve and adopt the FY14/15 LHMPO Operational Activity Budget

OR

Motion to approve and adopt the FY14/15 LHMPO Operational Activity Budget, with the noted changes

RECOMMENDATION:

Motion to approve and adopt the FY14/15 LHMPO Operational Activity Budget

24-METROPOLITAN PLANNING ORGANIZATION	FY 14/15 YEAR TO DATE ACTUAL	FY 14/15 APPROVED BUDGET	FY 14/15 PROJECTED BUDGET	FY 14/15 ADOPTED BUDGET	FY 14/15 YEAR END ESTIMATE	VARIANCE - BUDGET TO YE
						EST Favorable / (Unfavorable)
1-REVENUES						
07-GRANTS & CONTRIBUTIONS						
331.02-01-STATE GRANT	-	125,000	119,375	119,375	-	(119,375)
332.01-11-FEDERAL GRANTS	-	120,000	111,833	111,833	-	(111,833)
FTA GRANT		-	23,509	23,509		(23,509)
TOTAL REVENUES	-	245,000	254,717	254,717	-	(254,717)

2-EXPENDITURES	FY 14/15 YEAR TO DATE ACTUAL	FY 14/15 APPROVED BUDGET	FY 14/15 PROJECTED BUDGET	FY 14/15 ADOPTED BUDGET	FY 14/15 YEAR END ESTIMATE	VARIANCE - BUDGET TO YE
						EST Favorable / (Unfavorable)
01-SALARIES AND WAGES						
401.11-01-REGULAR SALARY/WAGES	-	108,019	112,100	112,100	-	112,100
401.11-05-VEHICLE ALLOWANCE	-	4,813	4,813	4,813	-	4,813
01-SALARIES AND WAGES TOTAL	-	112,832	116,913	116,913	-	116,913
02-BENEFITS						
401.21-01-MEDICAL/DENTAL INSURANCE	-	30,825	30,825	30,825	-	30,825
401.21-03-WORKERS' COMPENSATION	-	215	215	215	-	215
401.21-04-LIFE INSURANCE	-	239	239	239	-	239
401.22-01-SOCIAL SECURITY	-	6,995	6,995	6,995	-	6,995
401.22-02-MEDICARE	-	1,636	1,636	1,636	-	1,636
401.23-01-ARIZONA STATE RETIREMENT	-	13,878	13,878	13,878	-	13,878
401.23-04-AZ STATE RETIREMENT-LTD	-	271	271	271	-	271
02-BENEFITS TOTAL	-	54,059	54,059	54,059	-	54,059
03-SERVICES & SUPPLIES						
401.31-02-CONTRACTED LEGAL	-	4,000	4,000	4,000	-	4,000
401.31-06-OTHER	-	10,000	10,000	10,000	-	10,000
401.40-03-TELEPHONE	-	2,300	2,300	2,300	-	2,300
401.46-01-MEETINGS/TRAINING/TRAVEL	-	12,000	12,000	12,000	-	12,000
401.46-02-ADVERTISING/LEGAL NOTICES	-	1,500	1,500	1,500	-	1,500

		FY 14/15	FY 14/15	FY 14/15	FY 14/15	VARIANCE - BUDGET TO YE EST Favorable / (Unfavorable)
24-METROPOLITAN PLANNING ORGANIZATION	FY 14/15 YEAR TO DATE ACTUAL	APPROVED BUDGET	PROJECTED BUDGET	ADOPTED BUDGET	YEAR END ESTIMATE	
401.46-03-PRINTING & FORMS	-	2,500	2,500	2,500	-	2,500
401.46-05-POSTAGE & MAILING	-	500	500	500	-	500
401.46-08-DUES/SBSCRPTNS/MMBRSHPS	-	3,500	3,500	3,500	-	3,500
401.46-10-FEES	-	2,000	2,000	2,000	-	2,000
401.51-01-OFFICE & COMPUTER SPLYS	-	2,000	3,000	3,000	-	3,000
401.52-06-FURN/EQUIP-(UNDER \$5000)	-	2,000	5,000	5,000	-	5,000
401.52-20-OTHER O&M SUPPLIES	-	30,309	32,445	32,445	-	32,445
401.52-71-NEW HARDWARE EQUIPMENT	-	2,000	2,500	2,500	-	2,500
401.52-72-SOFTWARE	-	2,000	1,000	1,000	-	1,000
401.54-05-MISCELLANEOUS SUPPLIES	-	1,500	1,500	1,500	-	1,500
03-SERVICES & SUPPLIES TOTAL	-	78,109	83,745	83,745	-	83,745
TOTAL EXPENDITURES	-	245,000	254,717	254,717	-	254,717

The anticipated revenues for FY14/15 are projected to be more than originally budgeted. The difference is \$9,717, consequently the budget has been increased by that amount.