



MEMORANDUM

AGENDA ITEM #III.B.1

DATE: MARCH 5, 2012
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: FY 2011-12 OPERATING BUDGET AMENDMENT

Background

Staff has prepared an interim amendment to the Fiscal Year 2011-12 Budget and Work Program for your approval. The attached summaries of Revenues and Expenditures present the budget approved by the Council in September 2011 alongside the amended budget submitted for your approval today. A final budget amendment for Fiscal Year 2011-12 will be brought to the Council in September 2012.

Revenues

The Council budget for 2011-12 has been adjusted to \$4,310,525, up from the \$3,700,900 approved in September 2011, an increase of 16.5%. Pass-through funding would rise to \$1,714,825, which represents 39.8% of the overall budget. The core budget, without pass-through funds, is projected at \$2,595,700, up by \$114,000 (4.6%) from the budget previously approved.

County membership fees and other general fund revenues remain at the previously budgeted level for the current year. Changes in projected revenue are a result of funds carried forward from the previous fiscal year, the development of new grants and projects, and grants and projects that were not funded as initially projected. Significant additional funding sources for the current year include a \$500,000 grant from the US Department of Energy for electric vehicle readiness planning, of which \$290,000 will be contracted out to Florida Power and Light for its part in the grant. An estimated \$400,000 will be received in the current fiscal year. Total funding for the current fiscal year from the Centers for Disease Control and Prevention (CDC), through the Miami-Dade County Health Department, increased by \$321,364, of which \$254,742 will be passed through, leaving a net increase of funding for the Council of \$66,622. The CDC also provided new funding through the Broward Regional Health Planning Council (\$90,611). Both grants support work on promoting healthy food options in the region. The funding gap (New Program Development), which was \$292,664 at the time the budget was approved in September, has been eliminated.

Expenditures

A total of \$114,000 in increased expenditures is proposed, matching the increase in the core budget. Additional travel requirements associated with the Sustainable Communities Initiative have made it necessary to increase the travel budget by \$25,000. Citi Community Development awarded a grant of \$100,000 to enable the Council to join the Open Indicators Consortium, which required an increase of

\$75,000 in the category of Professional Services to pay the membership fee. Other smaller adjustments are proposed for legal fees and miscellaneous expenses. No changes are proposed at this time to the salary and fringe or other components of the budget.

Recommendation

Staff recommends approval of the amended FY 2011-12 Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2011-12 AMENDED OPERATING BUDGET, MAR/12**

REVENUES	FY 2011-12 (Adopted Sep/11)	FY 2011-12 (Proposed Mar/12)
GENERAL FUND (1)		
Membership Fees		
Broward County	\$305,912	\$305,912
Miami-Dade County	\$436,876	\$436,876
Monroe County	\$12,791	\$12,791
Interest Income	\$500	\$500
TOTAL GENERAL FUND	\$756,078	\$756,078
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	\$2,340,584	\$3,126,448
CDC / MDCHD - Miami-Dade Healthy Food Access (8)	\$83,333	\$404,697
CDC / BRHPC - Broward Community Transformation Grant	\$0	\$90,611
DHS / RDSTF - Interoperable Emergency Communications	\$102,500	\$71,500
DHS / RDSTF - Palm Beach Sherrif's Office Crime Analysts (6)	\$210,000	\$210,000
DOE - Clean Cities Coalition	\$65,000	\$40,000
DOE / Electric Vehicle Charging Infrastructure Plan (10)	\$0	\$396,328
DOE - Energy Efficiency Block Grants RLF	\$30,939	\$30,939
EDA - Economic Development District Planning (4)	\$43,100	\$47,250
EDA / TBRPC - Energy Resiliency Strategy	\$51,024	\$51,030
EDA - Revolving Loan Funds Administration	\$295,000	\$295,000
EPA - Brownfields Administration	\$20,000	\$20,000
EPA - Environmental Justice Mini-Grant (7)	\$0	\$25,000
FDEM - Hazardous Materials Emergency Planning - HMEP (3)(9)	\$74,687	\$74,687
FTA - Miami-Dade County MPO (3)	\$25,000	\$29,406
HUD - Sustainable Communities Initiative (5)	\$1,340,000	\$1,340,000
State Funded Projects	\$100,774	\$108,661
FDEM - Local Emergency Planning Committee - Staff (3)	\$40,909	\$43,558
FDEM - Hazards Analysis in Monroe County	\$2,365	\$2,365
FDEM - SRESP Updates	\$25,000	\$39,000
FDEM - Training and Exercise Program	\$7,000	\$10,238
FDEP - Turkey Point Expansion Review	\$12,000	\$0
OTTED - Small Business Bridge Loan Administration	\$13,500	\$13,500
Local Funded Projects	\$503,464	\$319,338
Broward County Micro Loan Fund	\$4,000	\$4,000
Development of Regional Impact (DRI) Fees	\$20,000	\$20,000
MHS - Evaluation of Outreach Programs	\$10,000	\$10,000
Monroe County Marina Siting Plan	\$40,000	\$48,538
Institute for Community Collaboration	\$0	\$100,000
SFRTA - Transportation Oriented Development	\$100,000	\$100,000
South Florida Economic Forecasting Partnership	\$21,800	\$21,800
State Road 7 Partnership	\$15,000	\$15,000
New Program Development (2)	\$292,664	\$0
TOTAL SPECIAL REVENUE FUNDS	\$2,944,822	\$3,554,447
GRAND TOTAL	\$3,700,900	\$4,310,525

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2011-12 AMENDED OPERATING BUDGET, MAR/12**

EXPENDITURES	FY 2011-12 (Adopted Sep/11)	FY 2011-12 (Proposed Mar/12)
Salaries and Leave	\$1,460,000	\$1,460,000
Fringe Benefits	\$408,800	\$408,800
Occupancy	\$300,000	\$300,000
Equipment, Furniture	\$4,000	\$4,000
Office Automation	\$50,000	\$50,000
Supplies	\$15,000	\$15,000
Communications, Postage	\$15,000	\$15,000
Printing, Advertising, Notices	\$5,000	\$5,000
Travel	\$35,000	\$60,000
Professional Development	\$33,000	\$108,000
Insurance	\$20,000	\$20,000
Miscellaneous Expenses	\$15,000	\$25,000
Subtotal	\$2,360,800	\$2,470,800
Nonrecurring Professional Services	\$1,219,200	\$1,714,825
Legal Services	\$78,000	\$76,000
RLF Legal Fees	\$4,000	\$10,000
Financial Services	\$38,900	\$38,900
Subtotal	\$1,340,100	\$1,839,725
TOTAL	\$3,700,900	\$4,310,525
Core Operating Expenses (11)	\$2,481,700	\$2,595,700
Numbered Notes		
(1)	The General Fund will serve as a source for both required and voluntary match funds for Special Revenue projects. In addition, Special Revenue project surpluses and deficits will generate operating transfers to and from the General Fund at the end of each fiscal year.	
(2)	New program development is included in the budget to accommodate for expected new projects.	
(3)	The contract period is from July to June. In each year, budgeted amounts shown include the portion of annual funding estimated for the Council's fiscal year beginning in October through the following June (9 months), plus the portion of anticipated contract renewals in the following year for the period from July to September (3 months).	
(4)	The contract period is from January to December each year. The total includes funds from the annual contract carried forward in October (3 months) plus the portion of the projected contract for the following year estimated to be used in the period from January to September (9 months).	
(5)	Includes contract (pass-through) revenues and expenditures of \$940,000 in 2011-12 related to payment of external partners and contracts.	
(6)	Includes contract (pass-through) revenues and expenditures of \$189,000 in 2011-12 related to external hiring of crime analysts for the Regional Domestic Security Task Force.	
(7)	Includes contract (pass-through) revenues and expenditures of \$23,365 in 2011-12 related to payment of an external contract.	
(8)	Includes contract (pass-through) revenues and expenditures of \$279,742 in 2011-12 related to payment of external contracts.	
(9)	Includes contract (pass-through) revenues and expenditures of \$27,000 in 2011-12 related to payment of external contracts.	
(10)	Includes contract (pass-through) revenues and expenditures of \$230,000 in 2011-12 related to payment of external contracts.	
(11)	Total expenditures excluding nonrecurring professional services and pass-throughs.	

**South Florida Regional Planning Council
2011-12 Work Program**

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
Regional Planning	222,465	2,324,640	57,058	289,338	2,893,500
Strategic Regional Policy Plan	133,170				133,170
Local Emergency Planning Committee			43,558		43,558
Hazardous Materials Emergency Planning		74,687			74,687
Monroe County Marina Siting Plan				48,538	48,538
South Florida Transportation / Land Use				100,000	100,000
DOE - Clean Cities Coalition		40,000			40,000
DOE - Electric Vehicle Charging Plan	606	396,328			396,933
DOE - Energy Efficiency RLF Administration		30,939			30,939
EPA - Brownfields Administration	14,480	20,000			34,480
Miami-Dade Metropolitan Planning Organization		29,406			29,406
State Road 7 / US 441 Collaborative				15,000	15,000
SF Economic Forecasting Partnership				21,800	21,800
Economic Development Administration	61,508	98,280			159,788
EDA Revolving Loan Fund Administration		295,000			295,000
HUD - Sustainable Communities Initiative	1,467	1,340,000			1,341,467
ICC - CitiBank Indicators Project				100,000	100,000
Broward County Micro Loan RLF Administration				4,000	4,000
OTTED - Small Business Bridge Loan Administrati	11,233		13,500		24,733
Impact Assessment	399,511	0	0	20,000	419,511
Local Plans / Plan Amendments / EAR Review	133,170				133,170
Development of Regional Impact (DRI) Reviews				20,000	20,000
Intergovernmental Coordination and Review	66,585				66,585
Federal and State Projects and Permits	66,585				66,585
State Programs, Plans and Rules	66,585				66,585
Regional and Local Programs, Plans and Rules	66,585				66,585
Technical Assistance	134,103	801,808	51,603	10,000	997,514
Technical Assistance on Local Issues	133,170				133,170
Regional Domestic Security Task Force		210,000			210,000
Florida Division of Emergency Management		71,500	51,603		123,103
Broward County Community Transformation	349	90,611			90,960
Miami-Dade County Healthy Food Access	584	404,697			405,281
EPA - Environmental Justice Mini-Grant		25,000			25,000
Memorial Healthcare System				10,000	10,000
New Program Development				0	0
Total	756,078	3,126,448	108,661	319,338	4,310,525