



MEMORANDUM

AGENDA ITEM #III.G

DATE: SEPTEMBER 10, 2012
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: FY 2012-13 OPERATING BUDGET AND WORK PROGRAM

Background

Staff has prepared the Fiscal Year 2012-13 operating budget and work program for your review. The attached summaries of Revenues and Expenditures present the amended budget for FY 2011-12 alongside the proposed budget for FY 2012-13, both of which are submitted for your approval today. The budget is presented in "funds" format, consistent with the Council's accounting software - the Special Revenue Funds have been subdivided into Federal, State and Local categories.

Revenues

The proposed operating budget for Fiscal Year 2012-13 is \$3,984,625, a decrease of \$321,961 when compared to the amended budget for the current year. Included in the total is a projected \$1,647,625 in contract and pass-through funding (41.4% of the overall budget), \$1,281,000 of which is associated with the HUD Sustainable Communities Initiative Grant (Seven50). The core budget of \$2,337,000 reflects the proposed county membership fees of \$755,578 certified at the July Council meeting, which represents 32.3% of the total. The projected revenues reflect increases and decreases in many of the recurring funding streams of the Council, along with several new sources. A category has been included for new project development, representing the \$213,770 required to close the current funding gap.

Expenditures

The salary and fringe package for current staff includes no increases for the sixth year, and incorporates the reduction in one full-time position that was not filled with the departure of the previous Executive Director. The projected fringe rate, which reflects a 3% reduction in the Council's portion of contributions to the State of Florida Retirement System, the cost of which has now been shifted to staff, remains constant this year. Projected occupancy costs represent 12.8% of the core budget. Pass-through expenditures are reflected in the non-recurring professional services line item.

Recommendation

Approve the Fiscal Year 2012-13 Operating Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2012-13 PROPOSED OPERATING BUDGET, SEP/12**

REVENUES	FY 2011-12 (Proposed Sep/12)	FY 2012-13 (Proposed Sep/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	\$250
TOTAL GENERAL FUND	\$756,078	\$755,828
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	\$3,142,009	\$2,487,453
CDC / MDCHD - Miami-Dade Healthy Food Access	\$404,697	\$0
CDC / BRHPC - Transforming Our Community Health	\$70,611	\$20,000
DHS / RDSTF - Interoperable Emergency Communications	\$85,500	\$44,000
DHS / RDSTF - Palm Beach Sherrif's Office Crime Analysts (6)	\$210,000	\$210,000
DHS / RDSTF - Region 7 Activities	\$7,000	\$29,250
DOE - Clean Cities Coalition	\$40,000	\$40,000
DOE / Electric Vehicle Charging Infrastructure Plan (9)	\$336,328	\$160,000
EDA - Economic Development District Planning (4)	\$47,250	\$63,000
EDA / TBRPC - Energy Resiliency Strategy	\$51,030	\$25,515
EDA - Revolving Loan Funds Administration	\$260,000	\$260,000
EPA - Brownfields Administration	\$20,000	\$15,000
EPA - Environmental Justice Mini-Grant	\$25,000	\$0
FDEM - Hazardous Materials Emergency Planning - HMEP (3)(8)	\$74,687	\$74,688
FTA - Miami-Dade County MPO (3)	\$29,406	\$25,000
HUD - Sustainable Communities Initiative (5)	\$1,480,500	\$1,521,000
State Funded Projects	\$109,161	\$220,774
FDEM - Local Emergency Planning Committee - Staff (3)	\$43,558	\$40,909
FDEM - Hazards Analysis in Monroe County	\$2,365	\$2,365
FDEM - SRESP Updates	\$43,000	\$8,500
FDEM - Training and Exercise Program	\$10,238	\$5,000
FDEP / DEO - Climate Change Adaptation Action Areas (7)	\$0	\$139,000
OTTED - Small Business Bridge Loan Administration	\$10,000	\$0
Regional Energy Assurance Strategies	\$0	\$25,000
Local Funded Projects	\$299,338	\$520,570
Broward County Micro Loan Fund	\$4,000	\$0
Development of Regional Impact (DRI) Fees	\$20,000	\$5,000
Flagler Development	\$0	\$50,000
Miami-Dade Economic Advocacy Trust - Data Commons	\$0	\$25,000
Monroe County Marina Siting Plan	\$33,538	\$15,000
Institute for Community Collaboration	\$75,000	\$25,000
Opa-Locka CRA	\$25,000	\$25,000
SFRTA - Transportation Oriented Development	\$100,000	\$100,000
South Florida Economic Forecasting Partnership	\$16,800	\$16,800
State Road 7 Partnership	\$15,000	\$15,000
TCRPC / Broward Boulevard Gateway Implementation	\$10,000	\$5,000
Technical Support for Six Pillars	\$0	\$25,000
New Program Development (2)	\$0	\$213,770
TOTAL SPECIAL REVENUE FUNDS	\$3,550,508	\$3,228,797
GRAND TOTAL	\$4,306,586	\$3,984,625

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2012-13 PROPOSED OPERATING BUDGET, SEP/12**

EXPENDITURES	FY 2011-12 (Proposed Sep/12)	FY 2012-13 (Proposed Sep/12)
Salaries and Leave	\$1,366,000	\$1,320,000
Fringe Benefits	\$341,500	\$330,000
Occupancy	\$300,000	\$300,000
Equipment, Furniture	\$1,000	\$4,000
Office Automation	\$50,000	\$50,000
Supplies	\$14,000	\$14,000
Communications, Postage	\$14,000	\$14,000
Printing, Advertising, Notices	\$4,000	\$4,000
Travel	\$54,000	\$54,000
Professional Development	\$94,000	\$60,000
Insurance	\$20,000	\$20,000
Miscellaneous Expenses	\$25,000	\$25,000
Subtotal	\$2,283,500	\$2,195,000
Nonrecurring Professional Services	\$1,854,850	\$1,647,625
Legal Services	\$108,000	\$102,000
Financial Services	\$60,236	\$40,000
Subtotal	\$2,023,086	\$1,789,625
TOTAL	\$4,306,586	\$3,984,625
Core Operating Expenses (10)	\$2,451,736	\$2,337,000

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 \$1,281,000 in 2012-13 related to payment of external partners and contracts.
(6)	Includes contract (pass-through) revenues and expenditures of \$189,000 in 2012-13 related to external hiring of crime analysts for the Regional Domestic Security Task Force.
(7)	Includes contract (pass-through) revenues and expenditures of \$65,000 in 2012-13 related to payment of external contracts.
(8)	Includes contract (pass-through) revenues and expenditures of \$27,625 in 2012-13 related to payment of external contracts.
(9)	Includes contract (pass-through) revenues and expenditures of \$80,000 in 2012-13 related to payment of external contracts.
(10)	Total expenditures excluding nonrecurring professional services and pass-throughs.

**South Florida Regional Planning Council
2012-13 Work Program**

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
Regional Planning	233,223	2,184,203	204,909	246,800	2,869,135
Strategic Regional Policy Plan	130,370				130,370
Local Emergency Planning Committee			40,909		40,909
Hazardous Materials Emergency Planning		74,688			74,688
Monroe County Marina Siting Plan				15,000	15,000
Technical Support for Six Pillars				25,000	25,000
South Florida Transportation / Land Use				100,000	100,000
DOE - Clean Cities Coalition		40,000			40,000
DOE - Electric Vehicle Charging Plan	4,312	160,000			164,312
EPA - Brownfields Administration	11,597	15,000			26,597
NOAA - Climate Change Adaptation Action Areas	4,176		139,000		143,176
Miami-Dade Metropolitan Planning Organization		25,000			25,000
State Road 7 / US 441 Collaborative				15,000	15,000
SF Economic Forecasting Partnership				16,800	16,800
Economic Development Administration	69,985	88,515	25,000		183,500
EDA Revolving Loan Fund Administration		260,000			260,000
Opa-Locka CRA				25,000	25,000
HUD - Sustainable Communities Initiative	12,783	1,521,000			1,533,783
MDEAT - Data Commons				25,000	25,000
ICC - CitiBank Indicators Project				25,000	25,000
Impact Assessment	391,110	0	0	5,000	396,110
Local Plans / Plan Amendments / EAR Review	130,370				130,370
Development of Regional Impact (DRI) Reviews				5,000	5,000
Intergovernmental Coordination and Review	65,185				65,185
Federal and State Projects and Permits	65,185				65,185
State Programs, Plans and Rules	65,185				65,185
Regional and Local Programs, Plans and Rules	65,185				65,185
Technical Assistance	131,496	303,250	15,865	268,770	719,381
Technical Assistance on Local Issues	130,370				130,370
Regional Domestic Security Task Force		210,000			210,000
Florida Division of Emergency Management		73,250	15,865		89,115
Broward County Community Transformation	1,126	20,000			21,126
Flagler Development				50,000	50,000
TCRPC - Broward Boulevard Gateway				5,000	5,000
New Program Development				213,770	213,770
Total	755,828	2,487,453	220,774	520,570	3,984,625