



# MEMORANDUM

AGENDA ITEM #III.H

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DATE: JULY 1, 2013  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FY 2013-14 DRAFT OPERATING BUDGET

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## Background

Staff has prepared a draft Fiscal Year 2013-14 operating budget for your review. The proposed budget, along with a Work Program for 2013-14, will be presented to the Council at the September meeting. 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 draft Revenues budget for Fiscal Year 2013-14 is \$3,058,324, a decrease of \$1,492,019 when compared to the amended budget for the current year. Council membership fees are projected to be flat year over year (see Item III.F). The majority of this decline is attributable to pass-through funds which are projected to be down \$1,435,269, due to the completion of the Department of Energy Electric Vehicle Planning Grant, and the expected completion of the HUD Sustainable Communities Regional Planning Grant. Continuing revenues will come from transportation studies with South Florida Regional Transportation Authority, FDOT, Broward MPO, Miami Dade MPO, emergency management planning activities, the administration of the Council's economic development revolving loan funds, and various special planning projects for local entities.

## Expenditures

The salary and fringe package for current staff includes no increases for the seventh year (except for the recent legislative changes to the Council's contribution to the FRS Retirement System), and incorporates the reduction in one full-time position that is not planned to be filled. The core budget is \$2,207,500, down by \$101,750 (4.4%) from the amended budget for Fiscal Year 2012-13. Pass-through expenditures for projects are reflected in the non-recurring professional services line item.

## Recommendation

For your information.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2013-14 DRAFT OPERATING BUDGET, JUL/13**

REVENUES	FY 2012-13 (Amended Jul/13)	FY 2013-14 (Draft Jul/13)
<b>GENERAL FUND (1)</b>		
<b>Membership Fees</b>		
Broward County	\$305,912	\$305,912
Miami-Dade County	\$436,876	\$436,876
Monroe County	\$12,791	\$12,791
<b>Interest Income</b>	\$250	\$250
<b>TOTAL GENERAL FUND</b>	<b>\$755,828</b>	<b>\$755,828</b>
<b>SPECIAL REVENUE FUNDS (1)</b>		
<b>Federal Funded Projects</b>	<b>\$3,265,128</b>	<b>\$1,508,098</b>
DHS / RDSTF - Interoperable Emergency Communications	\$8,000	\$96,500
DHS / RDSTF - Region 7 Activities	\$38,250	\$53,250
DHS / UASI - Palm Beach Sherrif's Office Crime Analysts (2)	\$247,125	\$260,000
DOE - Clean Cities Coalition	\$45,000	\$45,000
DOE - Florida Clean Cities	\$40,000	\$40,000
DOE / Electric Vehicle Charging Infrastructure Plan	\$265,620	\$0
DOE / FDACS / TBRPC / Regional Energy Assurance Strategies	\$32,817	\$0
EDA - Economic Development District Planning	\$63,000	\$63,000
EDA / TBRPC - Energy Resiliency Strategy	\$56,062	\$0
EDA - Revolving Loan Funds Administration	\$260,000	\$260,000
EPA - Brownfields Administration	\$15,000	\$15,000
FDEM - Hazardous Materials Emergency Planning - HMEP	\$93,360	\$94,000
FTA - Miami-Dade County MPO	\$25,000	\$25,000
HUD - Sustainable Communities Initiative (3)	\$2,075,893	\$556,348
<b>State Funded Projects</b>	<b>\$232,721</b>	<b>\$331,147</b>
FDEM - Local Emergency Planning Committee - Staff	\$40,909	\$40,909
FDEM - Hazards Analysis in Monroe County	\$3,074	\$3,000
FDEM - SRESP Updates	\$39,500	\$27,000
FDEM - Training and Exercise Program	\$10,238	\$10,238
FDEP / DEO - Climate Change Adaptation Action Areas (4)	\$139,000	\$150,000
FDOT - Land Use Transportation		\$100,000
<b>Local Funded Projects</b>	<b>\$296,665</b>	<b>\$463,251</b>
Development of Regional Impact (DRI) Fees	\$5,000	\$10,000
Miami-Dade Economic Advocacy Trust - Data Commons	\$20,000	\$20,000
Monroe County Marina Siting Plan	\$15,000	\$0
Institute for Community Collaboration	\$52,365	\$50,000
Opa-Locka CRA	\$50,000	\$0
SFRTA - Transportation Oriented Development	\$100,000	\$100,000
Broward MPO - FEC Operations	\$0	\$100,000
South Florida Economic Forecasting Partnership	\$17,800	\$16,800
SRESP - Local Updates	\$1,500	\$0
State Road 7 Partnership	\$30,000	\$30,000
TCRPC / Broward Boulevard Gateway Implementation	\$5,000	\$0
Technical Support for Six Pillars	\$0	\$25,000
New Program Development (5)	\$0	\$111,451
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$3,794,514</b>	<b>\$2,302,496</b>
<b>GRAND TOTAL</b>	<b>\$4,550,343</b>	<b>\$3,058,324</b>

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2013-14 DRAFT OPERATING BUDGET, JUL/13**

EXPENDITURES	FY 2012-13 (Amended Jul/13)	FY 2013-14 (Draft Jul/13)
Salaries and Leave	\$1,265,000	\$1,245,000
Fringe Benefits	\$316,250	\$355,000
Occupancy	\$265,000	\$285,000
Equipment, Furniture	\$1,000	\$2,000
Office Automation	\$54,000	\$51,000
Supplies	\$28,000	\$11,500
Communications, Postage	\$16,000	\$14,000
Printing, Advertising, Notices	\$3,000	\$4,000
Travel	\$53,000	\$40,000
Professional Development	\$35,000	\$35,000
Insurance	\$20,000	\$20,000
Miscellaneous Expenses	<u>\$43,000</u>	<u>\$10,000</u>
<b>Subtotal</b>	<b>\$2,099,250</b>	<b>\$2,072,500</b>
Nonrecurring Professional Services	\$2,241,093	\$850,824
Legal Services	\$105,000	\$95,000
Financial Services	<u>\$105,000</u>	<u>\$40,000</u>
<b>Subtotal</b>	<b>\$2,451,093</b>	<b>\$985,824</b>
<b>TOTAL</b>	<b>\$4,550,343</b>	<b>\$3,058,324</b>
<b>Core Operating Expenses (6)</b>	<b>\$2,309,250</b>	<b>\$2,207,500</b>

**Numbered Notes**

(1)	The General Fund will serve as a source for both required and voluntary match funds for Special Revenue projects.
(2)	Includes contract (pass-through) revenues and expenditures of \$236,364 in 2013-14 related to external hiring of crime analysts for the Regional Domestic Security Task Force.
(3)	Includes contract (pass-through) revenues and expenditures of \$470,960 in 2013-14 related to payment of external partners and contracts.
(4)	Includes contract (pass-through) revenues and expenditures of \$65,000 in 2013-14 related to payment of external contracts.
(5)	New program development is included in the budget to accommodate for expected new projects.
(6)	Total expenditures excluding nonrecurring professional services and pass-throughs.