



# MEMORANDUM

AGENDA ITEM #8g

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DATE: JULY 12, 2010  
TO: EXECUTIVE COMMITTEE  
FROM: STAFF  
SUBJECT: FY 2009-10 OPERATING BUDGET AMENDMENT

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## Background

Staff has prepared an interim amendment to the Fiscal Year 2009-10 Budget and Work Program for your approval. The attached summaries of Revenues and Expenditures present the budget approved by the Council in September 2009 alongside the amended budget submitted for your approval today. A final budget amendment for Fiscal Year 2009-10 will be brought to the Council in September 2010. The budget is presented in "funds" format - the Special Revenue Funds are subdivided into Federal, State and Local categories.

## Revenues

The Council budget for 2009-10 has been adjusted to \$3,018,424, down from the \$3,057,632 approved in September 2009. This represents a decrease of 1.3%. Pass-through funding rose to \$410,624, which represents 13.6% of the overall budget. The core budget, without pass-through funds, is projected at \$2,607, 800, down by \$126,000 from the budget previously approved.

County membership fees and other general fund revenues remain at the previously budgeted level for the current year, with the exception of the Office of Tourism, Trade and Economic Development (OTTED) Legal Fee Reimbursements, which have been eliminated as a separate line item and incorporated into the project budget. Changes in projected revenue are shown in components of the Special Revenue Funds, as 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. The funding gap (New Program Development), which was \$261,773 at the time the budget was approved in September, has been reduced to \$141,968.

## Expenditures

A total of \$66,000 in expenditure reductions are proposed, resulting from cost savings achieved since the budget was approved in September, most notably a decrease of \$36,000 in occupancy cost. The Salary and Fringe categories remain constant for Fiscal Year 2009-10. Contracts and pass-through expenses are reflected in the category of non-recurring professional services.

## Recommendation

Staff recommends approval of the amended FY 2009-10 Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2009-10 AMENDED OPERATING BUDGET, JUL/10**

REVENUES	FY 2009-10 (Approved Sep/09)	FY 2009-10 (Proposed Jul/10)
<b>GENERAL FUND (1)</b>		
<b>Membership Fees</b>		
Broward County	\$305,480	\$305,480
Miami-Dade County	\$434,140	\$434,140
Monroe County	\$13,055	\$13,055
<b>Interest Income</b>	\$10,000	\$10,000
<b>OTTED Legal Fee Reimbursements (10)</b>	\$80,000	\$0
<b>TOTAL GENERAL FUND</b>	<b>\$842,675</b>	<b>\$762,675</b>
<b>SPECIAL REVENUE FUNDS (1)</b>		
<b>Federal Funded Projects</b>	<b>\$1,272,126</b>	<b>\$1,209,406</b>
DEM - Hazardous Materials Emergency Planning - HMEP (3)(8)	\$67,189	\$67,189
DHS - Regional Domestic Security Task Force	\$25,000	\$10,070
DHS / RDSTF - Palm Beach Sherrif's Office Crime Analysts (9)	\$0	\$40,000
DOE - Clean Cities Coalition	\$20,000	\$22,500
DOE - Energy Efficiency Block Grants RLF	\$100,000	\$100,000
DOE - I-75 Green Corridor Project	\$8,535	\$9,653
EDA - Economic Development District Planning (4)	\$53,000	\$53,000
EDA - Revolving Loan Funds Administration	\$310,000	\$267,500
EPA - Brownfields Administration	\$100,000	\$50,000
FEMA / NEFRC - Regional Evacuation Study	\$79,400	\$122,200
FTA - Broward County MPO (3)	\$10,000	\$5,792
FTA - Miami-Dade County MPO (3)	\$62,500	\$25,000
ICC - HHS / Job Opportunities for Low Income Individuals (7)	\$436,502	\$436,502
<b>State Funded Projects</b>	<b>\$389,909</b>	<b>\$441,892</b>
DCA - Florida Department of Community Affairs (3)	\$331,041	\$331,004
DEM - Local Emergency Planning Committee - LEPC Title III (3)	\$40,909	\$40,909
DEM - IECGP Training Program	\$0	\$16,500
DEM - Hazardous Facility Analysis in Monroe County	\$2,581	\$2,716
DEM - Tactical Interoperable Communications Plan	\$7,878	\$14,763
FDEP - Turkey Point Expansion Review	\$7,500	\$6,000
OTTED - Small Business Bridge Loan Administration (10)	\$0	\$30,000
<b>Local Funded Projects</b>	<b>\$552,923</b>	<b>\$604,451</b>
Broward County Office of Economic Development (7)	\$50,000	\$50,000
Broward County Micro Loan Fund	\$6,000	\$4,000
BRHPC - HITS Program Evaluation	\$0	\$8,500
Coordinating Council of Broward - CCB (3)	\$35,000	\$35,000
Development of Regional Impact (DRI) Fees	\$50,000	\$100,000
Keith & Schnars - Monroe County EAR	\$0	\$15,000
Regional Business Alliance (4)	\$8,750	\$8,750
SFRTA - Transportation Oriented Development	\$85,000	\$182,333
South Florida Economic Forecasting Partnership (5)	\$26,400	\$26,400
State Road 7 Partnership	\$30,000	\$32,500
New Program Development (2)	\$261,773	\$141,968
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$2,214,957</b>	<b>\$2,255,749</b>
<b>GRAND TOTAL</b>	<b>\$3,057,632</b>	<b>\$3,018,424</b>

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2009-10 AMENDED OPERATING BUDGET, JUL/10**

EXPENDITURES	FY 2009-10 (Approved Sep/09)	FY 2009-10 (Proposed Jul/10)
Salaries and Leave	\$1,560,000	\$1,560,000
Fringe Benefits	\$436,800	\$436,800
Occupancy	\$336,000	\$300,000
Equipment, Furniture	\$2,000	\$2,000
Office Automation	\$48,000	\$48,000
Supplies	\$12,000	\$12,000
Communications, Postage	\$21,000	\$18,000
Printing, Advertising, Notices	\$8,000	\$5,000
Travel	\$40,000	\$30,000
Professional Development	\$30,000	\$30,000
Insurance	\$20,000	\$20,000
Miscellaneous Expenses	\$19,000	\$15,000
<b>Subtotal</b>	<b>\$2,532,800</b>	<b>\$2,476,800</b>
Nonrecurring Professional Services	\$323,832	\$410,624
Legal Services	\$85,000	\$75,000
RLF Legal Fees (10)	\$80,000	\$20,000
Financial Services	\$36,000	\$36,000
<b>Subtotal</b>	<b>\$524,832</b>	<b>\$541,624</b>
RLF Write-Off	\$0	\$0
<b>TOTAL</b>	<b>\$3,057,632</b>	<b>\$3,018,424</b>

**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 \$4,600 related to the maintenance of a demographic and economic forecasting model (Policy Insight).
(6)	Includes contract (pass-through) revenues and expenditures of \$45,000 related to economic impact analysis.
(7)	Includes contract (pass-through) revenues and expenditures of \$222,300 related to implementation of the Job Opportunities for Low Income individuals grant.
(8)	Includes contract (pass-through) revenues and expenditures of \$24,600 related to payment of external trainers.
(9)	Includes contract (pass-through) revenues and expenditures of \$36,000 related to payment of external crime analysts.
(10)	Office of Tourism, Trade and Economic Development (OTTED) legal reimbursements are now included with other RLF legal fees.

**South Florida Regional Planning Council  
Amended 2009-10 Work Program**

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
<b>Regional Planning</b>	<b>176,548</b>	<b>722,834</b>	<b>154,539</b>	<b>245,233</b>	<b>1,299,154</b>
Strategic Regional Policy Plan	49,651		49,651		99,301
Local Emergency Planning Committee			40,909		40,909
Hazardous Materials Emergency Planning		67,189			67,189
Hazardous Facility Analysis in Monroe County			2,716		2,716
Tactical Interoperable Communications			14,763		14,763
DEM - IECGP Training Program			16,500		16,500
South Florida Transportation / Land Use				182,333	182,333
DOE - Clean Cities Coalition		32,153			32,153
DOE - Energy Efficiency RLF Administration		100,000			100,000
EPA - Brownfields Administration	41,357	50,000			91,357
Miami-Dade Metropolitan Planning Organization	14,417	25,000			39,417
Broward Metropolitan Planning Organization		5,792			5,792
State Road 7 / US 441 Collaborative				32,500	32,500
Statewide Regional Evacuation Study Program		122,200			122,200
SF Economic Forecasting Partnership				26,400	26,400
Economic Development Administration	53,347	53,000			106,347
EDA Revolving Loan Fund Administration		267,500			267,500
Broward County Micro Loan RLF Administration				4,000	4,000
OTTED - Small Business Bridge Loan Administrati	17,777		30,000		47,777
<b>Impact Assessment</b>	<b>252,919</b>	<b>0</b>	<b>254,253</b>	<b>100,000</b>	<b>607,172</b>
Local Plans / Plan Amendments / EAR Review	165,502		165,502		331,004
Development of Regional Impact (DRI) Reviews				100,000	100,000
DRI Technical Assistance	16,550		16,550		33,100
FDEP - Turkey Point Expansion Review	4,666		6,000		10,666
Intergovernmental Coordination and Review	16,550		16,550		33,100
Federal and State Projects and Permits	16,550		16,550		33,100
State Programs, Plans and Rules	16,550		16,550		33,100
Regional and Local Programs, Plans and Rules	16,550		16,550		33,100
<b>Technical Assistance</b>	<b>33,100</b>	<b>486,572</b>	<b>33,100</b>	<b>259,218</b>	<b>811,991</b>
Technical Assistance on Local Issues	33,100		33,100		66,201
Institute for Community Collaboration		436,502			436,502
Regional Business Alliance				8,750	8,750
Regional Domestic Security Task Force		50,070			50,070
Broward County Office of Economic Development				50,000	50,000
Coordinating Council of Broward				35,000	35,000
BRHPC - HITS Program Evaluation				8,500	8,500
Keith & Schnars - Monroe County EAR				15,000	15,000
New Program Development				141,968	141,968
<b>RPC Overhead</b>	<b>300,107</b>				<b>300,107</b>
<b>Total</b>	<b>762,675</b>	<b>1,209,406</b>	<b>441,892</b>	<b>604,451</b>	<b>3,018,424</b>