



# MEMORANDUM

AGENDA ITEM #III.K.

---

DATE: JULY 11, 2011  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FY 2011-12 DRAFT OPERATING BUDGET

---

## Background

Staff has prepared a draft Fiscal Year 2011-12 operating budget for your review. The proposed budget, along with a Work Program for 2011-12, 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 budget for Fiscal Year 2011-12 is \$3,672,700, an increase of 16.5% when compared to the amended budget for the current year. The difference results primarily from a substantial increase in pass-through funds associated with the Sustainable Communities Initiative. Total pass-through funds are projected to be \$1,191,000 (32.4% of the total), up from \$758,000 in the current year. Other notable changes in revenues reflect the loss of State funding through the Florida Department of Community Affairs, the absence at this time of defined funding for training and exercises through the Regional Domestic Security Task Force, and the continued reduction in revenues from the review of Developments of Regional Impact. Continuing revenues will come from administration of the Council's revolving loan funds and the multi-year contract with the South Florida Regional Transportation Authority, among others. A category has been included for new program development, which will be updated with the final proposed budget in September.

## Expenditures

Projected expenditures reflect changes in the salary and fringe package to accommodate the hiring of a permanent Executive Director and a Project Director for the Sustainable Communities Initiative. This category was reduced by over \$240,000 in Fiscal Year 2010-11 in order to close the funding gap in the amended budget before you today, and will need to increase by approximately \$112,000 to meet personnel requirements for the coming year. 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 2011-12 DRAFT OPERATING BUDGET, JUL/11**

REVENUES	FY 2010-11 (Amended Jul/11)	FY 2011-12 (Draft Jul/11)
<b>GENERAL FUND (1)</b>		
<b>Membership Fees</b>		
Broward County	\$306,271	\$305,912
Miami-Dade County	\$436,178	\$436,876
Monroe County	\$13,664	\$12,791
<b>Interest Income</b>	\$500	\$500
<b>TOTAL GENERAL FUND</b>	<b>\$756,613</b>	<b>\$756,078</b>
<b>SPECIAL REVENUE FUNDS (1)</b>		
<b>Federal Funded Projects</b>	<b>\$1,861,613</b>	<b>\$2,191,122</b>
CDC / MDCHD - Miami-Dade Healthy Food Access (8)	\$41,667	\$83,333
DHS - Regional Domestic Security Task Force	\$166,812	\$0
DHS / RDSTF - Palm Beach Sherrif's Office Crime Analysts (6)	\$210,000	\$210,000
DOE - Clean Cities Coalition	\$65,152	\$65,182
DOE - Energy Efficiency Block Grants RLF	\$61,879	\$30,939
EDA - Economic Development District Planning (4)	\$58,914	\$54,479
EDA - Revolving Loan Funds Administration	\$295,000	\$295,000
EPA - Brownfields Administration	\$20,000	\$20,000
FDEM - Hazardous Materials Emergency Planning - HMEP (3)(7)	\$67,189	\$67,189
FTA - Miami-Dade County MPO (3)	\$25,000	\$25,000
HUD - Sustainable Communities Initiative (5)	\$850,000	\$1,340,000
<b>State Funded Projects</b>	<b>\$311,224</b>	<b>\$66,409</b>
DCA - Florida Department of Community Affairs (3)	\$224,541	\$0
FDEM - Local Emergency Planning Committee - Staff (3)	\$40,909	\$40,909
FDEM - IECGP Training Program	\$18,274	\$0
FDEM - Hazardous Facility Analysis in Monroe County	\$2,715	\$0
FDEM - Training and Exercise Program	\$6,485	\$0
FDEM - Turkey Point Exercise	\$4,800	\$0
FDEP - Turkey Point Expansion Review	\$0	\$12,000
OTTED - Small Business Bridge Loan Administration	\$13,500	\$13,500
<b>Local Funded Projects</b>	<b>\$222,400</b>	<b>\$659,091</b>
Broward County Micro Loan Fund	\$4,000	\$4,000
Coordinating Council of Broward - CCB (3)	\$35,000	\$35,000
Development of Regional Impact (DRI) Fees	\$50,000	\$50,000
Monroe County Marina Siting Plan	\$10,000	\$40,000
SFRTA - Transportation Oriented Development	\$100,000	\$100,000
South Florida Economic Forecasting Partnership	\$8,400	\$21,800
State Road 7 Partnership	\$15,000	\$15,000
New Program Development (2)	\$0	\$393,291
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$2,395,237</b>	<b>\$2,916,622</b>
<b>GRAND TOTAL</b>	<b>\$3,151,850</b>	<b>\$3,672,700</b>

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2011-12 DRAFT OPERATING BUDGET, JUL/11**

EXPENDITURES	FY 2010-11 (Amended Jul/11)	FY 2011-12 (Draft Jul/11)
Salaries and Leave	\$1,372,000	\$1,460,000
Fringe Benefits	\$384,160	\$408,800
Occupancy	\$296,000	\$300,000
Equipment, Furniture	\$4,000	\$4,000
Office Automation	\$56,000	\$50,000
Supplies	\$18,000	\$15,000
Communications, Postage	\$15,000	\$15,000
Printing, Advertising, Notices	\$8,000	\$5,000
Travel	\$50,000	\$35,000
Professional Development	\$33,000	\$33,000
Insurance	\$20,000	\$20,000
Miscellaneous Expenses	\$15,790	\$15,000
<b>Subtotal</b>	<b>\$2,271,950</b>	<b>\$2,360,800</b>
Nonrecurring Professional Services	\$758,000	\$1,191,000
Legal Services	\$78,000	\$78,000
RLF Legal Fees	\$5,000	\$4,000
Financial Services	\$38,900	\$38,900
<b>Subtotal</b>	<b>\$879,900</b>	<b>\$1,311,900</b>
<b>TOTAL</b>	<b>\$3,151,850</b>	<b>\$3,672,700</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 \$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 \$24,600 related to payment of external trainers.
(8)	Includes contract (pass-through) revenues and expenditures of \$24,600 related to payment of external contracts.