



MEMORANDUM

AGENDA ITEM #8g

DATE: SEPTEMBER 13, 2010
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: FY 2010-11 OPERATING BUDGET AND WORK PROGRAM

Background

Staff has prepared the Fiscal Year 2010-11 operating budget and work program for your review. The attached summaries of Revenues and Expenditures present the amended budget for FY 2009-10 alongside the proposed budget for FY 2010-11, 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 2010-11 is \$3,053,200, an increase of \$207,580 (7.3%) when compared to the amended budget for the current year. Included in the total is a projected \$442,400 in contract and pass-through funding (14.5% of the overall budget), which represents an increase of \$204,580 over the amount in the amended budget for 2009-10. Two new contracts with the Palm Beach County Sheriff's Office and the Town of Davie CRA account for the large increase in pass-through funding. The core budget of \$2,610,800 reflects minor changes in county membership fees, along with projected decreases in interest earned and fees from the review of Developments of Regional Impact. A category has been included for pending project development.

Expenditures

Expenditures include a proposed overall salary and fringe package with no change; the fringe rate is projected to rise this year due mostly to increases in required contributions to the State of Florida Retirement System. The proposed salary and fringe expenditures already reflect the reductions in staff carried out during Fiscal Year 2007-08. Pass-through expenditures are reflected in the non-recurring professional services line item.

Recommendation

Approve the Fiscal Year 2010-11 Operating Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2010-11 PROPOSED OPERATING BUDGET, SEP/10**

REVENUES	FY 2009-10 (Amended Sep/10)	FY 2010-11 (Proposed Sep/10)
GENERAL FUND (1)		
Membership Fees		
Broward County	\$305,480	\$306,271
Miami-Dade County	\$434,140	\$436,178
Monroe County	\$13,055	\$13,664
Interest Income	\$10,000	\$8,000
TOTAL GENERAL FUND	\$762,675	\$764,113
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	\$1,241,665	\$946,137
FDEM - Hazardous Materials Emergency Planning - HMEP (3)(8)	\$70,663	\$67,189
DHS - Regional Domestic Security Task Force (5)	\$13,070	\$153,450
DHS / RDSTF - Palm Beach Sherrif's Office Crime Analysts (6)	\$0	\$210,000
DOE - Clean Cities Coalition	\$22,500	\$20,000
DOE - Energy Efficiency Block Grants RLF	\$146,409	\$65,470
DOE - I-75 Green Corridor Project	\$9,653	\$152
EDA - Economic Development District Planning (4)	\$64,876	\$64,876
EDA - Revolving Loan Funds Administration	\$267,500	\$267,500
EPA - Brownfields Administration	\$50,000	\$50,000
FEMA / NEFRC - Regional Evacuation Study	\$122,200	\$0
FTA - Broward County MPO (3)	\$13,292	\$22,500
FTA - Miami-Dade County MPO (3)	\$25,000	\$25,000
ICC - HHS / Job Opportunities for Low Income Individuals	\$436,502	\$0
State Funded Projects	\$433,398	\$427,019
DCA - Florida Department of Community Affairs (3)	\$331,010	\$330,910
FDEM - Local Emergency Planning Committee - Staff (3)	\$40,909	\$40,909
FDEM - IECGP Training Program	\$8,000	\$16,500
FDEM - Hazardous Facility Analysis in Monroe County	\$2,716	\$2,700
FDEM - Tactical Interoperable Communications Plan	\$14,763	\$0
FDEP - Turkey Point Expansion Review	\$6,000	\$6,000
OTTED - Small Business Bridge Loan Administration	\$30,000	\$30,000
Local Funded Projects	\$407,883	\$915,931
Broward County Micro Loan Fund	\$4,000	\$4,000
BRHPC - HITS Program Evaluation	\$8,500	\$0
Coordinating Council of Broward - CCB (3)	\$35,000	\$35,000
Davie CRA (7)	\$0	\$157,300
Development of Regional Impact (DRI) Fees	\$100,000	\$50,000
Keith & Schnars - Monroe County EAR	\$15,000	\$0
Regional Business Alliance (4)	\$8,750	\$0
SFRTA - Transportation Oriented Development	\$182,333	\$100,000
South Florida Economic Forecasting Partnership	\$21,800	\$21,800
State Road 7 Partnership	\$32,500	\$17,500
New Program Development (2)	\$0	\$530,331
TOTAL SPECIAL REVENUE FUNDS	\$2,082,945	\$2,289,087
GRAND TOTAL	\$2,845,620	\$3,053,200

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2010-11 PROPOSED OPERATING BUDGET, SEP/10**

EXPENDITURES	FY 2009-10 (Amended Sep/10)	FY 2010-11 (Proposed Sep/10)
Salaries and Leave	\$1,560,000	\$1,536,000
Fringe Benefits	\$436,800	\$460,800
Occupancy	\$300,000	\$300,000
Equipment, Furniture	\$2,000	\$2,000
Office Automation	\$48,000	\$48,000
Supplies	\$11,000	\$12,000
Communications, Postage	\$17,000	\$18,000
Printing, Advertising, Notices	\$5,000	\$5,000
Travel	\$30,000	\$30,000
Professional Development	\$32,000	\$33,000
Insurance	\$20,000	\$20,000
Miscellaneous Expenses	\$15,000	\$15,000
Subtotal	\$2,476,800	\$2,479,800
Nonrecurring Professional Services	\$237,820	\$442,400
Legal Services	\$75,000	\$75,000
RLF Legal Fees	\$20,000	\$20,000
Financial Services	\$36,000	\$36,000
Subtotal	\$368,820	\$573,400
TOTAL	\$2,845,620	\$3,053,200
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 \$61,500 in 2010-11 related to a regional interoperable communications full-scale exercise.	
(6)	Includes contract (pass-through) revenues and expenditures of \$189,000 in 2010-11 related to external hiring of crime analysts for the Regional Domestic Security Task Force.	
(7)	Includes contract (pass-through) revenues and expenditures of \$143,300 in 2010-11 related to external contracts for transportation analysis.	
(8)	Includes contract (pass-through) revenues and expenditures of \$24,600 in each fiscal year related to payment of external trainers.	

**South Florida Regional Planning Council
Proposed 2010-11 Work Program**

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
Regional Planning	188,886	582,687	123,245	143,300	1,038,119
Strategic Regional Policy Plan	49,636		49,636		99,273
Local Emergency Planning Committee			40,909		40,909
Hazardous Materials Emergency Planning		67,189			67,189
Hazardous Facility Analysis in Monroe County			2,700		2,700
South Florida Transportation / Land Use				100,000	100,000
DOE - Clean Cities Coalition		42,652			42,652
DOE - Energy Efficiency RLF Administration		65,470			65,470
EPA - Brownfields Administration	41,395	50,000			91,395
Miami-Dade Metropolitan Planning Organization	14,582	25,000			39,582
State Road 7 / US 441 Collaborative				17,500	17,500
SF Economic Forecasting Partnership				21,800	21,800
Economic Development Administration	65,314	64,876			130,190
EDA Revolving Loan Fund Administration		267,500			267,500
Broward County Micro Loan RLF Administration				4,000	4,000
OTTED - Small Business Bridge Loan Administration	17,959		30,000		47,959
Impact Assessment	252,921	0	254,182	50,000	557,103
Local Plans / Plan Amendments / EAR Review	165,455		165,455		330,910
Development of Regional Impact (DRI) Reviews				50,000	50,000
DRI Technical Assistance	16,545		16,545		33,091
FDEP - Turkey Point Expansion Review	4,738		6,000		10,738
Intergovernmental Coordination and Review	16,545		16,545		33,091
Federal and State Projects and Permits	16,545		16,545		33,091
State Programs, Plans and Rules	16,545		16,545		33,091
Regional and Local Programs, Plans and Rules	16,545		16,545		33,091
Technical Assistance	33,091	363,450	49,591	722,631	1,168,763
Technical Assistance on Local Issues	33,091		33,091		66,182
Town of Davie CRA				157,300	157,300
Regional Domestic Security Task Force		363,450			363,450
Florida Division of Emergency Management			16,500		16,500
Coordinating Council of Broward				35,000	35,000
New Program Development				530,331	530,331
RPC Overhead	289,216				289,216
Total	764,113	946,137	427,019	915,931	3,053,200