



MEMORANDUM

AGENDA ITEM #6d

DATE: JULY 6, 2009
TO: EXECUTIVE COMMITTEE
FROM: STAFF
SUBJECT: FY 2008-09 OPERATING BUDGET AMENDMENT

Background

Staff has prepared an interim amendment to the Fiscal Year 2008-09 Budget and Work Program for your approval. The attached summaries of Revenues and Expenditures present the budget approved by the Council in September 2008 alongside the amended budget submitted for your approval today. A final budget amendment for Fiscal Year 2008-09 will be brought to the Council in September 2009. The budget is presented in "funds" format – the Special Revenue Funds are subdivided into Federal, State and Local categories.

Revenues

The Council budget for 2008-09 has been adjusted to \$3,185,631, up from the \$2,888,335 approved in September 2008. This increase is due to the inclusion of additional pass-through funds, primarily those related to the construction of bus shelters on State Road 7. Pass-through funding is now projected to account for \$446,551, which represents 14% of the overall budget. The core budget, without pass-through funds, is projected at \$2,739,080, down by \$8,720 from the budget previously approved.

County membership fees and other general fund revenues remain at the previously budgeted level for the current year. Changes in projected revenue are shown in components of the Special Revenue Funds, as a result of the development of new grants and projects as well as grants and projects that were not funded as initially projected. The funding gap (New Program Development), which was \$175,764 at the time the budget was approved in September, has been eliminated.

Expenditures

Minor expenditure adjustments have been made to reflect the changes in Special Revenue Fund grants and projects mentioned above. The Salary and Fringe categories remain constant for Fiscal Year 2008-09. Contracts and pass-through expenses are reflected in the category of non-recurring professional services.

Recommendation

Staff recommends approval of the amended FY 2008-09 Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2008-09 AMENDED OPERATING BUDGET, JUL/09**

REVENUES	FY 2008-09 (Adopted Sep/08)	FY 2008-09 (Amended Jul/09)
GENERAL FUND (1)		
Membership Fees		
Broward County	\$313,717	\$313,717
Miami-Dade County	\$436,716	\$436,716
Monroe County	\$13,789	\$13,789
Interest Income	\$15,000	\$15,000
RLF Legal Fee Reimbursements	\$80,000	\$80,000
TOTAL GENERAL FUND	\$859,222	\$859,222
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	\$825,098	\$874,823
DCA - Waterfronts Florida Partnership Program	\$20,000	\$50,000
DEM - Hazardous Materials Emergency Planning - HMEP (4)	\$39,581	\$67,189
DHS - Regional Domestic Security Task Force	\$38,250	\$35,000
DOE - Clean Cities Coalition	\$1,042	\$21,042
EDA - Economic Development District Planning (5)	\$78,000	\$106,468
EDA - Revolving Loan Funds Administration	\$363,000	\$345,000
EPA - Brownfields Administration	\$100,000	\$100,000
FEMA - NEFRC / Regional Evacuation Study	\$110,225	\$75,125
FHA - Miami-Dade County MPO (4)	\$75,000	\$75,000
State Funded Projects	\$405,191	\$731,936
DCA - Florida Department of Community Affairs (4)	\$326,701	\$247,510
DEM - Local Emergency Planning Committee - LEPC Title III (4)	\$40,909	\$40,909
DEM - Hazardous Facility Analysis in Monroe County	\$2,581	\$2,581
DEM - Logistics Staging Areas	\$0	\$10,650
FDOT - Districts 4 & 6 / DRI Database	\$20,000	\$20,000
FDOT - State Road 7 Bus Shelter Grants (8)	\$0	\$396,646
OTTED - Small Business Bridge Loan Administration	\$15,000	\$13,640
Local Funded Projects	\$798,825	\$719,650
Broward County Office of Economic Development (7)	\$80,700	\$50,000
Broward County MPO	\$0	\$16,000
Broward County Transit - Fare Card Analysis	\$22,500	\$0
Broward County Micro Loan Fund	\$6,000	\$6,000
City of Lauderdale Lakes	\$6,000	\$6,000
City of Margate CRA	\$18,500	\$59,500
Coordinating Council of Broward - CCB (4)	\$26,250	\$35,000
Development of Regional Impact (DRI) Fees	\$100,000	\$200,000
Institute for Community Collaboration (2)	\$25,000	\$25,000
Regional Business Alliance (5)	\$30,000	\$33,750
School Board of Broward County Impact Fee Update	\$65,000	\$0
SFRTA - Transportation Oriented Development	\$123,044	\$199,000
South Florida Economic Forecasting Partnership (6)	\$40,067	\$59,400
State Road 7 Landscaping Grants	\$50,000	\$0
State Road 7 Partnership	\$30,000	\$30,000
New Program Development (3)	\$175,764	\$0
TOTAL SPECIAL REVENUE FUNDS	\$2,029,113	\$2,326,409
GRAND TOTAL	\$2,888,335	\$3,185,631

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2008-09 AMENDED OPERATING BUDGET, JUL/09**

EXPENDITURES	FY 2008-09 (Adopted Sep/08)	FY 2008-09 (Amended Jul/09)
Salaries and Leave	\$1,560,000	\$1,560,000
Fringe Benefits (28%)	\$436,800	\$436,800
Occupancy	\$320,000	\$330,000
Equipment, Furniture	\$4,000	\$2,000
Office Automation	\$60,000	\$53,000
Supplies	\$16,000	\$13,000
Communications, Postage	\$25,000	\$22,000
Printing, Advertising, Notices	\$11,000	\$9,000
Travel	\$45,000	\$45,000
Professional Development	\$30,000	\$34,000
Insurance	\$20,000	\$16,000
Miscellaneous Expenses	\$16,000	\$20,000
Subtotal	\$2,543,800	\$2,540,800
Nonrecurring Professional Services	\$140,535	\$446,551
Legal Services	\$90,000	\$88,000
RLF Legal Fees	\$80,000	\$75,000
Financial Services	\$34,000	\$35,280
Subtotal	\$344,535	\$644,831
RLF Write-Off	\$0	\$0
TOTAL	\$2,888,335	\$3,185,631

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)	The Institute for Community Collaboration began to function as a 501(c)(3) on October 1, 2004.
(3)	New program development is included in the budget to accommodate for expected new projects.
(4)	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).
(5)	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).
(6)	Includes contract (pass-through) revenues and expenditures of \$20,800 in 2008-09 related to the maintenance of a demographic and economic forecasting model (Policy Insight).
(7)	Includes contract (pass-through) revenues and expenditures of \$45,000 in 2008-09 related to economic impact analysis.
(8)	Includes pass-through funding of \$396,646 to local governments to install bus shelters in 2008-09.

**South Florida Regional Planning Council
Amended 2008-09 Work Program**

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
Regional Planning	248,135	789,823	490,903	310,400	1,839,261
Strategic Regional Policy Plan	60,622		37,126		97,749
Local Emergency Planning Committee			40,909		40,909
Hazardous Materials Emergency Planning		67,189			67,189
Hazardous Facility Analysis in Monroe County			2,581		2,581
South Florida Transportation / Land Use				199,000	199,000
DOE - Clean Cities Coalition		71,042			71,042
EPA - Brownfields Administration		100,000			100,000
Miami-Dade Metropolitan Planning Organization	14,421	25,000			39,421
Broward Metropolitan Planning Organization				16,000	16,000
State Road 7 / US 441 Collaborative			396,646	30,000	426,646
Statewide Regional Evacuation Study Program		75,125			75,125
SF Economic Forecasting Partnership				59,400	59,400
Economic Development Administration	63,710	56,468			120,177
EDA Revolving Loan Fund Administration		345,000			345,000
Broward County Micro Loan RLF Administration				6,000	6,000
FCMP - Model Climate Change Element	102,368	50,000			152,368
OTTED Wilma Bridge Loan Administration	7,014		13,640		20,654
Impact Assessment	303,111	0	205,632	200,000	708,744
Local Plans / Plan Amendments / EAR Review	202,074		123,755		325,829
Development of Regional Impact (DRI) Reviews				200,000	200,000
DRI Technical Assistance	20,207		12,375		32,583
DRI Database Development			20,000		20,000
Intergovernmental Coordination and Review	20,207		12,375		32,583
Federal and State Projects and Permits	20,207		12,375		32,583
State Programs, Plans and Rules	20,207		12,375		32,583
Regional and Local Programs, Plans and Rules	20,207		12,375		32,583
Technical Assistance	90,797	85,000	35,401	209,250	420,448
Technical Assistance on Local Issues	40,415		24,751		65,166
City of Lauderdale Lakes				6,000	6,000
City of Margate CRA				59,500	59,500
City of Margate City Center Incubator	50,382	50,000			100,382
Institute for Community Collaboration				25,000	25,000
Regional Business Alliance				33,750	33,750
Regional Domestic Security Task Force		35,000	10,650		45,650
Broward County Office of Economic Development				50,000	50,000
Coordinating Council of Broward				35,000	35,000
RPC Overhead	217,179				217,179
Total	859,222	874,823	731,936	719,650	3,185,631