



# MEMORANDUM

AGENDA ITEM #6e

---

DATE: JULY 6, 2009

TO: EXECUTIVE COMMITTEE

FROM: STAFF

SUBJECT: FY 2009-10 DRAFT OPERATING BUDGET

---

## Background

Staff has prepared a draft Fiscal Year 2009-10 operating budget for your review. The final budget, along with a Work Program for 2009-10, 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 2009-10 is \$2,852,032, a reduction of 10% when compared to the amended budget for the current year. This reduction is due to a small decline in county membership fees, a small increase in appropriations from the Florida Legislature, a reduction in projected interest earned, and the projection of reduced fees from the review of Developments of Regional Impact. In addition, Council staff has completed major projects, some of which included substantial pass-through revenues. A category has been included for pending project development, which will continue during the next two months leading up to the final proposed budget in September.

## Expenditures

Projected expenditures include no changes in the salary and fringe package, reflecting the reduction in staff carried out during Fiscal Year 2007-08. Pass-through expenditures for projects are reflected in the non-recurring professional services line item, and are projected to be substantially less than in the previous year.

## Recommendation

For your information.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2009-10 DRAFT OPERATING BUDGET, JUL/09**

REVENUES	FY 2008-09 (Amended Jul/09)	FY 2009-10 (Draft Jul/09)
<b>GENERAL FUND (1)</b>		
<b>Membership Fees</b>		
Broward County	\$313,717	\$305,480
Miami-Dade County	\$436,716	\$434,140
Monroe County	\$13,789	\$13,055
<b>Interest Income</b>	\$15,000	\$10,000
<b>RLF Legal Fee Reimbursements</b>	\$80,000	\$80,000
<b>TOTAL GENERAL FUND</b>	<b>\$859,222</b>	<b>\$842,675</b>
<b>SPECIAL REVENUE FUNDS (1)</b>		
<b>Federal Funded Projects</b>	<b>\$874,823</b>	<b>\$695,289</b>
DCA - Waterfronts Florida Partnership Program	\$50,000	\$0
DEM - Hazardous Materials Emergency Planning - HMEP (4)	\$67,189	\$67,189
DHS - Regional Domestic Security Task Force	\$35,000	\$25,000
DOE - Clean Cities Coalition	\$21,042	\$20,000
EDA - Economic Development District Planning (5)	\$106,468	\$53,000
EDA - Revolving Loan Funds Administration	\$345,000	\$310,000
EPA - Brownfields Administration	\$100,000	\$100,000
FEMA - NEFRC / Regional Evacuation Study	\$75,125	\$57,600
FHA - Miami-Dade County MPO (4)	\$75,000	\$62,500
<b>State Funded Projects</b>	<b>\$731,936</b>	<b>\$374,531</b>
DCA - Florida Department of Community Affairs (4)	\$247,510	\$331,041
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	\$10,650	\$0
FDOT - Districts 4 & 6 / DRI Database	\$20,000	\$0
FDOT - State Road 7 Bus Shelter Grants (8)	\$396,646	\$0
OTTED - Small Business Bridge Loan Administration	\$13,640	\$0
<b>Local Funded Projects</b>	<b>\$719,650</b>	<b>\$939,538</b>
Broward County Office of Economic Development (7)	\$50,000	\$50,000
Broward County MPO	\$16,000	\$6,000
Broward County Micro Loan Fund	\$6,000	\$6,000
City of Lauderdale Lakes	\$6,000	\$0
City of Margate CRA	\$59,500	\$0
Coordinating Council of Broward - CCB (4)	\$35,000	\$35,000
Development of Regional Impact (DRI) Fees	\$200,000	\$50,000
Institute for Community Collaboration (2)	\$25,000	\$0
Regional Business Alliance (5)	\$33,750	\$8,750
SFRTA - Transportation Oriented Development	\$199,000	\$85,000
South Florida Economic Forecasting Partnership (6)	\$59,400	\$59,400
State Road 7 Partnership	\$30,000	\$30,000
New Program Development (3)	\$0	\$609,388
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$2,326,409</b>	<b>\$2,009,357</b>
<b>GRAND TOTAL</b>	<b>\$3,185,631</b>	<b>\$2,852,032</b>

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2009-10 DRAFT OPERATING BUDGET, JUL/09**

EXPENDITURES	FY 2008-09 (Amended Jul/09)	FY 2009-10 (Draft Jul/09)
Salaries and Leave	\$1,560,000	\$1,560,000
Fringe Benefits (28%)	\$436,800	\$436,800
Occupancy	\$330,000	\$336,000
Equipment, Furniture	\$2,000	\$2,000
Office Automation	\$53,000	\$50,000
Supplies	\$13,000	\$13,000
Communications, Postage	\$22,000	\$22,000
Printing, Advertising, Notices	\$9,000	\$9,000
Travel	\$45,000	\$45,000
Professional Development	\$34,000	\$30,000
Insurance	\$16,000	\$20,000
Miscellaneous Expenses	\$20,000	\$20,000
<b>Subtotal</b>	<b>\$2,540,800</b>	<b>\$2,543,800</b>
Nonrecurring Professional Services	\$446,551	\$107,232
Legal Services	\$88,000	\$85,000
RLF Legal Fees	\$75,000	\$80,000
Financial Services	\$35,280	\$36,000
<b>Subtotal</b>	<b>\$644,831</b>	<b>\$308,232</b>
RLF Write-Off	\$0	\$0
<b>TOTAL</b>	<b>\$3,185,631</b>	<b>\$2,852,032</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)	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 and 2009-10 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 and 2009-10 related to economic impact analysis.
(8)	Includes pass-through funding of \$396,646 to local governments to install bus shelters in 2008-09.