



MEMORANDUM

AGENDA ITEM #8g

DATE: SEPTEMBER 8, 2008
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: AMENDMENT TO FY 2007-08 OPERATING BUDGET AND WORK PROGRAM

Background

Staff has prepared a final amendment to the Fiscal Year 2007-08 Operating Budget and Work Program for your approval. The budget is presented in "funds" format - the Special Revenue Funds are subdivided into Federal, State and Local categories.

Revenues

The final Council operating budget for 2007-08, which totals \$3,708,320, is up about \$23,000 when compared to the amended budget approved in July. Included in the total is \$769,067 in contract and pass-through funding, which represents 21% of the overall budget. Examples of pass-through funds are grants to local governments in the State Road 7 Collaborative to build bus shelters, and specialized consultants hired to prepare the transportation analysis for the Town of Davie Development of Regional Impact (DRI). The core budget, without pass-throughs, is projected at \$2,939,253.

County membership fees and projected fees from the review of DRIs remain at the previously budgeted level. Other changes in projected revenues are shown in components of the Special Revenue Funds, as a result of adjustments in the projected funding for the current fiscal year. In some cases, project funding will extend into Fiscal Year 2008-09.

Expenditures

Minor expenditure adjustments have been made to reflect the changes in Special Revenue Fund grants and projects mentioned above, as well as the projected expenditures in specific categories. Contracts and pass-through expenses are reflected in the category of non-recurring professional services.

Recommendation

Staff recommends approval of the amended FY 2007-08 Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2007-08 AMENDED OPERATING BUDGET, SEP/08**

REVENUES	FY 2007-08 (Adopted Jul/08)	FY 2007-08 (Proposed Sep/08)
GENERAL FUND (1)		
Membership Fees		
Broward County	\$316,853	\$316,853
Miami-Dade County	\$437,858	\$437,858
Monroe County	\$14,106	\$14,106
Interest Income	\$20,000	\$17,500
RLF Legal Fee Reimbursements (10)	\$100,000	\$120,000
TOTAL GENERAL FUND	\$888,817	\$906,317
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	\$704,451	\$722,722
DEM - Hazardous Materials Emergency Planning - HMEP	\$39,581	\$39,581
DHS - Regional Domestic Security Task Force	\$62,630	\$62,630
DOE - Clean Cities Coalition	\$21,458	\$21,458
EDA - Economic Development District Planning	\$88,882	\$88,882
EDA - Revolving Loan Funds Administration	\$393,588	\$376,859
EPA - Brownfields Administration	\$15,000	\$30,000
FEMA - NEFRC / Regional Evacuation Study	\$54,000	\$74,000
FHA - Miami-Dade County MPO (4)	\$29,312	\$29,312
State Funded Projects	\$1,053,488	\$1,064,915
DCA - Florida Department of Community Affairs (4)	\$429,757	\$436,185
DEM - Local Emergency Planning Committee - LEPC Title III (4)	\$42,635	\$42,635
FCMP - Model Climate Change Element	\$30,000	\$30,000
FDOT - Districts 4 & 6 / DRI Database	\$17,505	\$17,505
FDOT - State Road 7 Bus Shelter Grants (8)	\$500,159	\$500,159
OTTED - Small Business Bridge Loan Administration	\$33,431	\$38,431
Local Funded Projects	\$1,038,723	\$1,014,365
Broward County Office of Economic Development (7)	\$50,000	\$50,000
Broward County Transit - Fare Card Analysis	\$7,500	\$7,500
Broward County Micro Loan Fund	\$0	\$15,000
City of Lauderdale Lakes	\$20,000	\$20,000
City of Margate CRA	\$221,741	\$225,241
Coordinating Council of Broward - CCB (4)	\$35,000	\$35,000
Development of Regional Impact (DRI) Fees	\$150,000	\$150,000
Institute for Community Collaboration (2)(9)	\$283,912	\$287,412
Regional Business Alliance (5)	\$30,000	\$30,000
SFRTA - Transportation Oriented Development	\$128,000	\$81,642
South Florida Economic Forecasting Partnership (6)	\$47,520	\$47,520
South Florida Regional Resource Center - SFRRC	\$6,850	\$6,850
State Road 7 Partnership	\$30,000	\$30,000
Town of Davie CRA	\$28,200	\$28,200
TOTAL SPECIAL REVENUE FUNDS	\$2,796,662	\$2,802,003
GRAND TOTAL	\$3,685,479	\$3,708,320

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2007-08 AMENDED OPERATING BUDGET, SEP/08**

EXPENDITURES	FY 2007-08 (Adopted Jul/08)	FY 2007-08 (Proposed Sep/08)
Salaries and Leave (including 3% salary package)	\$1,622,512	\$1,660,512
Fringe Benefits (27.5%)	\$440,754	\$456,641
Occupancy	\$320,000	\$320,000
Equipment, Furniture	\$4,000	\$4,000
Office Automation	\$80,000	\$84,000
Supplies	\$17,000	\$14,000
Communications, Postage	\$26,000	\$25,000
Printing, Advertising, Notices	\$11,000	\$11,000
Travel	\$45,000	\$48,000
Professional Development	\$35,000	\$38,000
Insurance	\$22,000	\$20,000
Miscellaneous Expenses	\$15,000	\$16,000
Subtotal	\$2,638,266	\$2,697,153
Nonrecurring Professional Services and Pass-Throughs	\$824,213	\$769,067
Legal Services	\$90,000	\$90,000
RLF Legal Fees (10)	\$100,000	\$120,000
Financial Services	\$33,000	\$32,100
Subtotal	\$1,047,213	\$1,011,167
RLF Write-Off	\$0	\$0
TOTAL	\$3,685,479	\$3,708,320

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 pass-through funding of \$22,140 in 2007-08 related to the maintenance of a demographic and economic forecasting model (Policy Insight).
(7)	Includes pass-through funding of \$35,000 in 2007-08 related to economic impact analysis.
(8)	Includes pass-through funding of \$482,018 to local governments to install bus shelters in 2007-08.
(9)	Includes pass-through funding of \$170,000 in 2007-08 to complete outside work for the Town of Davie DRI.
(10)	Legal fees incurred in the processing and collection of loans for the revolving loan funds are paid out of Council funds and subsequently reimbursed out of borrower and loan funds.

**South Florida Regional Planning Council
Amended 2007-08 Work Program**

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
Regional Planning	264,675	660,092	646,653	199,512	1,770,933
Strategic Regional Policy Plan	45,000		65,428		110,428
Local Emergency Planning Committee			42,635		42,635
Hazardous Materials Emergency Planning		39,581			39,581
South Florida Regional Resource Center				6,850	6,850
South Florida Transportation / Land Use				81,642	81,642
DOE - Clean Cities Coalition		21,458			21,458
EPA - Brownfields Administration		30,000			30,000
Miami-Dade Metropolitan Planning Organization	9,710	29,312			39,022
State Road 7 / US 441 Collaborative			500,159	30,000	530,159
Statewide Regional Evacuation Study Program		74,000			74,000
SF Economic Forecasting Partnership	25,000			47,520	72,520
Economic Development Administration	165,265	88,882		18,500	272,647
EDA Revolving Loan Fund Administration		376,859			376,859
Broward County Micro Loan RLF Administration				15,000	15,000
OTTED Wilma Bridge Loan Administration	19,700		38,431		58,131
Impact Assessment	225,000	0	344,644	150,000	719,644
Local Plans / Plan Amendments / EAR Review	150,000		218,092		368,092
Development of Regional Impact (DRI) Reviews				150,000	150,000
DRI Technical Assistance	15,000		21,809		36,809
DRI Database Development			17,505		17,505
Intergovernmental Coordination and Review	15,000		21,809		36,809
Federal and State Projects and Permits	15,000		21,809		36,809
State Programs, Plans and Rules	15,000		21,809		36,809
Regional and Local Programs, Plans and Rules	15,000		21,809		36,809
Technical Assistance	91,432	62,630	73,618	664,853	892,534
Technical Assistance on Local Issues	30,000		43,618		73,618
City of Margate CRA				206,741	206,741
City of Lauderdale Lakes				20,000	20,000
Model Climate Change Element	61,432		30,000		91,432
Town of Davie CRA				28,200	28,200
Institute for Community Collaboration				287,412	287,412
Regional Business Alliance				30,000	30,000
Regional Domestic Security Task Force		62,630			62,630
Broward County Transit - Fare Card Analysis				7,500	7,500
Broward County Office of Economic Development				50,000	50,000
Coordinating Council of Broward				35,000	35,000
RPC Overhead	325,209				325,209
Total	906,317	722,722	1,064,915	1,014,365	3,708,320