



MEMORANDUM

AGENDA ITEM #8h

DATE: SEPTEMBER 8, 2008
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: FY 2008-09 OPERATING BUDGET AND WORK PROGRAM

Background

Staff has prepared a Fiscal Year 2008-09 operating budget and work program for your review. The budget is presented in "funds" format, consistent with the Council's new accounting software - the Special Revenue Funds have been subdivided into Federal, State and Local categories.

Revenues

The proposed operating budget for Fiscal Year 2008-09 is \$2,888,335, a reduction of 22% when compared to the amended budget for the current year. Included in the total is \$140,535 in contract and pass-through funding, which represents 5% of the overall budget. The reduction in the overall budget reflects a decline in county membership fees, a reduction 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.

Expenditures

Expenditures reflect a proposed overall salary package with no salary and fringe increases, as well as the reductions in staff carried out during Fiscal Year 2007-08. Pass-through expenditures for other projects are reflected in the non-recurring professional services line item, and are projected to be substantially less than in the previous year.

Recommendation

Approve the Operating Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2008-09 PROPOSED OPERATING BUDGET, SEP/08**

REVENUES		FY 2007-08 (Amended Sep/08)	FY 2008-09 (Proposed Sep/08)
GENERAL FUND (1)			
Membership Fees			
Broward County		\$316,853	\$313,717
Miami-Dade County		\$437,858	\$436,716
Monroe County		\$14,106	\$13,789
Interest Income		\$17,500	\$15,000
RLF Legal Fee Reimbursements		\$120,000	\$80,000
TOTAL GENERAL FUND		\$906,317	\$859,222
SPECIAL REVENUE FUNDS (1)			
Federal Funded Projects		\$722,722	\$805,098
DEM - Hazardous Materials Emergency Planning - HMEP (4)		\$39,581	\$39,581
DHS - Regional Domestic Security Task Force		\$62,630	\$38,250
DOE - Clean Cities Coalition		\$21,458	\$1,042
EDA - Economic Development District Planning (5)		\$88,882	\$78,000
EDA - Revolving Loan Funds Administration		\$376,859	\$363,000
EPA - Brownfields Administration		\$30,000	\$100,000
FEMA - NEFRC / Regional Evacuation Study		\$74,000	\$110,225
FHA - Miami-Dade County MPO (4)		\$29,312	\$75,000
State Funded Projects		\$1,064,915	\$425,191
DCA - Florida Department of Community Affairs (4)		\$436,185	\$326,701
DEM - Local Emergency Planning Committee - LEPC Title III (4)		\$42,635	\$40,909
DEM - Hazardous Facility Analysis in Monroe County		\$0	\$2,581
FCMP - Model Climate Change Element		\$30,000	\$20,000
FDOT - Districts 4 & 6 / DRI Database		\$17,505	\$20,000
FDOT - State Road 7 Bus Shelter Grants (8)		\$500,159	\$0
OTTED - Small Business Bridge Loan Administration		\$38,431	\$15,000
Local Funded Projects		\$1,014,365	\$798,825
Broward County Office of Economic Development (7)		\$50,000	\$80,700
Broward County Transit - Fare Card Analysis		\$7,500	\$22,500
Broward County Micro Loan Fund		\$15,000	\$6,000
City of Lauderdale Lakes		\$20,000	\$6,000
City of Margate CRA		\$225,241	\$18,500
Coordinating Council of Broward - CCB (4)		\$35,000	\$26,250
Development of Regional Impact (DRI) Fees		\$150,000	\$100,000
Institute for Community Collaboration (2)		\$287,412	\$25,000
Regional Business Alliance (5)		\$30,000	\$30,000
School Board of Broward County Impact Fee Update		\$0	\$65,000
SFRTA - Transportation Oriented Development		\$81,642	\$123,044
South Florida Economic Forecasting Partnership (6)		\$47,520	\$40,067
South Florida Regional Resource Center - SFRRC		\$6,850	\$0
State Road 7 Landscaping Grants		\$0	\$50,000
State Road 7 Partnership		\$30,000	\$30,000
Town of Davie CRA		\$28,200	\$0
New Program Development (3)		\$0	\$175,764
TOTAL SPECIAL REVENUE FUNDS		\$2,802,003	\$2,029,113
GRAND TOTAL		\$3,708,320	\$2,888,335

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2008-09 PROPOSED OPERATING BUDGET, SEP/08**

EXPENDITURES		FY 2007-08 (Amended Sep/08)	FY 2008-09 (Proposed Sep/08)
	Salaries and Leave	\$1,660,512	\$1,560,000
	Fringe Benefits (28%)	\$456,641	\$436,800
	Occupancy	\$320,000	\$320,000
	Equipment, Furniture	\$4,000	\$4,000
	Office Automation	\$84,000	\$60,000
	Supplies	\$14,000	\$16,000
	Communications, Postage	\$25,000	\$25,000
	Printing, Advertising, Notices	\$11,000	\$11,000
	Travel	\$48,000	\$45,000
	Professional Development	\$38,000	\$30,000
	Insurance	\$20,000	\$20,000
	Miscellaneous Expenses	\$16,000	\$16,000
	Subtotal	\$2,697,153	\$2,543,800
	Nonrecurring Professional Services	\$769,067	\$140,535
	Legal Services	\$90,000	\$90,000
	RLF Legal Fees	\$120,000	\$80,000
	Financial Services	\$32,100	\$34,000
	Subtotal	\$1,011,167	\$344,535
	RLF Write-Off	\$0	\$0
	TOTAL	\$3,708,320	\$2,888,335
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 \$22,140 in 2007-08 and \$15,067 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 \$35,000 in 2007-08 and \$72,600 in 2008-09 related to economic impact analysis.		
(8)	Includes pass-through funding of \$482,018 to local governments to install bus shelters in 2007-08.		

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

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
Regional Planning	202,093	741,848	127,495	249,111	1,320,547
Strategic Regional Policy Plan	48,208		49,005		97,213
Local Emergency Planning Committee			40,909		40,909
Hazardous Materials Emergency Planning		39,581			39,581
Hazardous Facility Analysis in Monroe County	1,295		2,581		3,876
South Florida Transportation / Land Use				123,044	123,044
DOE - Clean Cities Coalition		51,042			51,042
EPA - Brownfields Administration	0	100,000			100,000
Miami-Dade Metropolitan Planning Organization	14,440	25,000			39,440
State Road 7 / US 441 Collaborative				80,000	80,000
Statewide Regional Evacuation Study Program		110,225			110,225
SF Economic Forecasting Partnership	25,000			40,067	65,067
Economic Development Administration	64,506	53,000			117,506
EDA Revolving Loan Fund Administration		363,000			363,000
Broward County Micro Loan RLF Administration				6,000	6,000
FCMP - Model Climate Change Element	40,955		20,000		60,955
OTTD Wilma Bridge Loan Administration	7,689		15,000		22,689
Impact Assessment	241,041	0	265,025	100,000	606,066
Local Plans / Plan Amendments / EAR Review	160,694		163,350		324,044
Development of Regional Impact (DRI) Reviews				100,000	100,000
DRI Technical Assistance	16,069		16,335		32,404
DRI Database Development			20,000		20,000
Intergovernmental Coordination and Review	16,069		16,335		32,404
Federal and State Projects and Permits	16,069		16,335		32,404
State Programs, Plans and Rules	16,069		16,335		32,404
Regional and Local Programs, Plans and Rules	16,069		16,335		32,404
Technical Assistance	57,139	63,250	32,670	449,714	602,773
Technical Assistance on Local Issues	32,139		32,670		64,809
City of Lauderdale Lakes				6,000	6,000
City of Margate CRA				18,500	18,500
City of Margate City Center Incubator	25,000	25,000			50,000
Institute for Community Collaboration				25,000	25,000
Regional Business Alliance				30,000	30,000
Regional Domestic Security Task Force		38,250			38,250
Broward County Transit - Fare Card Analysis				22,500	22,500
Broward County Office of Economic Development				80,700	80,700
School Board of Broward County Impact Fees				65,000	65,000
Coordinating Council of Broward				26,250	26,250
New Program Development				175,764	175,764
RPC Overhead	358,949				358,949
Total	859,222	805,098	425,191	798,825	2,888,335