



# MEMORANDUM

AGENDA ITEM #8g

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DATE: SEPTEMBER 14, 2009

TO: COUNCIL MEMBERS

FROM: STAFF

SUBJECT: AMENDMENT TO FY 2008-09 OPERATING BUDGET AND WORK PROGRAM

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## Background

Staff has prepared a final amendment to the Fiscal Year 2008-09 Operating Budget and Work Program for your approval. The attached summaries of Revenues and Expenditures present the budget approved by the Executive Committee in July 2009 alongside the amended budget submitted for your approval today. 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 2008-09, which totals \$3,155,046, is down by over \$30,000 when compared to the amended budget approved in July, due in part to a reduction in the final FY 2008-09 allocation from the Department of Community Affairs. Contract and pass-through funding represents 14% 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). 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. The core budget, without pass-throughs, is projected at \$2,718,080.

## 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 Fiscal Year 2008-09 Budget and Work Program.

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

REVENUES	FY 2008-09 (Amended Jul/09)	FY 2008-09 (Amended Sep/09)
<b>GENERAL FUND (1)</b>		
<b>Membership Fees</b>		
Broward County	\$313,717	\$313,717
Miami-Dade County	\$436,716	\$436,716
Monroe County	\$13,789	\$13,789
<b>Interest Income</b>	\$15,000	\$15,000
<b>RLF Legal Fee Reimbursements</b>	\$80,000	\$80,000
<b>TOTAL GENERAL FUND</b>	<b>\$859,222</b>	<b>\$859,222</b>
<b>SPECIAL REVENUE FUNDS (1)</b>		
<b>Federal Funded Projects</b>	<b>\$890,823</b>	<b>\$878,651</b>
DCA - Waterfronts Florida Partnership Program	\$50,000	\$50,000
DEM - Hazardous Materials Emergency Planning - HMEP	\$67,189	\$67,189
DHS - Regional Domestic Security Task Force	\$35,000	\$40,000
DOE - Clean Cities Coalition	\$21,042	\$24,552
DOE - I-75 Green Corridor Project	\$0	\$1,118
EDA - Economic Development District Planning (5)	\$106,468	\$106,468
EDA - Revolving Loan Funds Administration	\$345,000	\$345,000
EPA - Brownfields Administration	\$100,000	\$100,000
FEMA - NEFRC / Regional Evacuation Study	\$75,125	\$53,325
FTA - Broward County MPO (4)	\$16,000	\$16,000
FTA - Miami-Dade County MPO (4)	\$75,000	\$75,000
<b>State Funded Projects</b>	<b>\$731,936</b>	<b>\$713,523</b>
DCA - Florida Department of Community Affairs (4)	\$247,510	\$216,345
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	\$10,650
DEM - Tactical Interoperable Communications Plan	\$0	\$5,252
FDEP - Turkey Point Expansion Review	\$0	\$7,500
FDOT - Districts 4 & 6 / DRI Database	\$20,000	\$20,000
FDOT - State Road 7 Bus Shelter Grants (8)	\$396,646	\$396,646
OTTED - Small Business Bridge Loan Administration	\$13,640	\$13,640
<b>Local Funded Projects</b>	<b>\$703,650</b>	<b>\$703,650</b>
Broward County Office of Economic Development (7)	\$50,000	\$50,000
Broward County Micro Loan Fund	\$6,000	\$6,000
City of Lauderdale Lakes	\$6,000	\$6,000
City of Margate CRA	\$59,500	\$59,500
Coordinating Council of Broward - CCB (4)	\$35,000	\$35,000
Development of Regional Impact (DRI) Fees	\$200,000	\$200,000
Institute for Community Collaboration (2)	\$25,000	\$25,000
Regional Business Alliance (5)	\$33,750	\$33,750
SFRTA - Transportation Oriented Development	\$199,000	\$199,000
South Florida Economic Forecasting Partnership (6)	\$59,400	\$59,400
State Road 7 Partnership	\$30,000	\$30,000
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$2,326,409</b>	<b>\$2,295,824</b>
<b>GRAND TOTAL</b>	<b>\$3,185,631</b>	<b>\$3,155,046</b>

See Numbered Notes on the last page.

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

EXPENDITURES	FY 2008-09 (Amended Jul/09)	FY 2008-09 (Amended Sep/09)
Salaries and Leave	\$1,560,000	\$1,560,000
Fringe Benefits (28%)	\$436,800	\$436,800
Occupancy	\$330,000	\$330,000
Equipment, Furniture	\$2,000	\$1,000
Office Automation	\$53,000	\$48,000
Supplies	\$13,000	\$12,000
Communications, Postage	\$22,000	\$21,000
Printing, Advertising, Notices	\$9,000	\$7,000
Travel	\$45,000	\$40,000
Professional Development	\$34,000	\$34,000
Insurance	\$16,000	\$15,000
Miscellaneous Expenses	\$20,000	\$18,000
<b>Subtotal</b>	<b>\$2,540,800</b>	<b>\$2,522,800</b>
Nonrecurring Professional Services and Pass-Throughs	\$446,551	\$436,966
Legal Services	\$88,000	\$80,000
RLF Legal Fees	\$75,000	\$80,000
Financial Services	\$35,280	\$35,280
<b>Subtotal</b>	<b>\$644,831</b>	<b>\$632,246</b>
<b>TOTAL</b>	<b>\$3,185,631</b>	<b>\$3,155,046</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 related to the maintenance of a demographic and economic forecasting model (Policy Insight).
(7)	Includes contract (pass-through) revenues and expenditures 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	
<b>Regional Planning</b>	<b>243,460</b>	<b>788,651</b>	<b>491,480</b>	<b>294,400</b>	<b>1,817,991</b>
Strategic Regional Policy Plan	55,947		32,452		88,399
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
Tactical Interoperable Communications			5,252		5,252
South Florida Transportation / Land Use				199,000	199,000
DOE - Clean Cities Coalition		25,670			25,670
EPA - Brownfields Administration		100,000			100,000
Miami-Dade Metropolitan Planning Organization	14,421	75,000			89,421
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		53,325			53,325
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
<b>Impact Assessment</b>	<b>285,735</b>	<b>0</b>	<b>189,759</b>	<b>200,000</b>	<b>675,494</b>
Local Plans / Plan Amendments / EAR Review	186,492		108,172		294,664
Development of Regional Impact (DRI) Reviews				200,000	200,000
DRI Technical Assistance	18,649		10,817		29,466
DRI Database Development			20,000		20,000
FDEP - Turkey Point Expansion Review	5,998		7,500		13,498
Intergovernmental Coordination and Review	18,649		10,817		29,466
Federal and State Projects and Permits	18,649		10,817		29,466
State Programs, Plans and Rules	18,649		10,817		29,466
Regional and Local Programs, Plans and Rules	18,649		10,817		29,466
<b>Technical Assistance</b>	<b>87,680</b>	<b>90,000</b>	<b>32,284</b>	<b>209,250</b>	<b>419,215</b>
Technical Assistance on Local Issues	37,298		21,634		58,933
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		40,000	10,650		50,650
Broward County Office of Economic Development				50,000	50,000
Coordinating Council of Broward				35,000	35,000
<b>RPC Overhead</b>	<b>242,346</b>				<b>242,346</b>
<b>Total</b>	<b>859,222</b>	<b>878,651</b>	<b>713,523</b>	<b>703,650</b>	<b>3,155,046</b>