



MEMORANDUM

AGENDA ITEM #8h

DATE: SEPTEMBER 14, 2009
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: FY 2009-10 OPERATING BUDGET AND WORK PROGRAM

Background

Staff has prepared a Fiscal Year 2009-10 operating budget and work program for your review. The attached summaries of Revenues and Expenditures present the amended budget for FY 2008-09 alongside the proposed budget for FY 2009-10, both of which are submitted for your approval today. 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 proposed operating budget for Fiscal Year 2009-10 is \$3,057,632, a reduction of 3% when compared to the amended budget for the current year. Included in the total is \$323,832 in contract and pass-through funding, which represents 11% of the overall budget. The reduction in the overall budget reflects declines in county membership fees, projected interest earned, and 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 increase, with salary and fringe that already include the reductions in staff carried out during Fiscal Year 2007-08. Pass-through expenditures are reflected in the non-recurring professional services line item, and are projected to be significantly less than in the previous year.

Recommendation

Approve the Fiscal Year 2009-10 Operating Budget and Work Program.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2009-10 PROPOSED OPERATING BUDGET, SEP/09**

REVENUES	FY 2008-09 (Amended Sep/09)	FY 2009-10 (Proposed Sep/09)
GENERAL FUND (1)		
Membership Fees		
Broward County	\$313,717	\$305,480
Miami-Dade County	\$436,716	\$434,140
Monroe County	\$13,789	\$13,055
Interest Income	\$15,000	\$10,000
RLF Legal Fee Reimbursements	\$80,000	\$80,000
TOTAL GENERAL FUND	\$859,222	\$842,675
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	\$878,651	\$1,272,126
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	\$40,000	\$25,000
DOE - Clean Cities Coalition	\$24,552	\$20,000
DOE - Energy Efficiency Block Grants RLF	\$0	\$100,000
DOE - I-75 Green Corridor Project	\$1,118	\$8,535
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	\$53,325	\$79,400
FTA - Broward County MPO (4)	\$16,000	\$10,000
FTA - Miami-Dade County MPO (4)	\$75,000	\$62,500
ICC - HHS / Job Opportunities for Low Income Individuals	\$0	\$436,502
State Funded Projects	\$713,523	\$389,909
DCA - Florida Department of Community Affairs (4)	\$216,345	\$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
DEM - Tactical Interoperable Communications Plan	\$5,252	\$7,878
FDEP - Turkey Point Expansion Review	\$7,500	\$7,500
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
Local Funded Projects	\$703,650	\$552,923
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	\$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	\$26,400
State Road 7 Partnership	\$30,000	\$30,000
New Program Development (3)	\$0	\$261,773
TOTAL SPECIAL REVENUE FUNDS	\$2,295,824	\$2,214,957
GRAND TOTAL	\$3,155,046	\$3,057,632

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2009-10 PROPOSED OPERATING BUDGET, SEP/09**

EXPENDITURES	FY 2008-09 (Amended Sep/09)	FY 2009-10 (Proposed Sep/09)
Salaries and Leave	\$1,560,000	\$1,560,000
Fringe Benefits (28%)	\$436,800	\$436,800
Occupancy	\$330,000	\$336,000
Equipment, Furniture	\$1,000	\$2,000
Office Automation	\$48,000	\$48,000
Supplies	\$12,000	\$12,000
Communications, Postage	\$21,000	\$21,000
Printing, Advertising, Notices	\$7,000	\$8,000
Travel	\$40,000	\$40,000
Professional Development	\$34,000	\$30,000
Insurance	\$15,000	\$20,000
Miscellaneous Expenses	\$18,000	\$19,000
Subtotal	\$2,522,800	\$2,532,800
Nonrecurring Professional Services	\$436,966	\$323,832
Legal Services	\$80,000	\$85,000
RLF Legal Fees	\$80,000	\$80,000
Financial Services	\$35,280	\$36,000
Subtotal	\$632,246	\$524,832
TOTAL	\$3,155,046	\$3,057,632

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 \$4,600 in 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.

**South Florida Regional Planning Council
Proposed 2009-10 Work Program**

Activity	General Fund	Special Revenue Fund			Total
		Federal	State	Local	
Regional Planning	117,396	810,624	101,024	147,400	1,176,444
Strategic Regional Policy Plan	49,656		49,656		99,312
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			7,878		7,878
South Florida Transportation / Land Use				85,000	85,000
DOE - Clean Cities Coalition		66,035			66,035
DOE - Energy Efficiency RLF Administration		100,000			100,000
EPA - Brownfields Administration		100,000			100,000
Miami-Dade Metropolitan Planning Organization	14,393	25,000			39,393
Broward Metropolitan Planning Organization		10,000			10,000
State Road 7 / US 441 Collaborative				30,000	30,000
Statewide Regional Evacuation Study Program		79,400			79,400
SF Economic Forecasting Partnership				26,400	26,400
Economic Development Administration	53,347	53,000			106,347
EDA Revolving Loan Fund Administration		310,000			310,000
Broward County Micro Loan RLF Administration				6,000	6,000
Impact Assessment	254,298	0	255,781	50,000	560,078
Local Plans / Plan Amendments / EAR Review	165,520		165,520		331,041
Development of Regional Impact (DRI) Reviews				50,000	50,000
DRI Technical Assistance	16,552		16,552		33,104
FDEP - Turkey Point Expansion Review	6,017		7,500		13,517
Intergovernmental Coordination and Review	16,552		16,552		33,104
Federal and State Projects and Permits	16,552		16,552		33,104
State Programs, Plans and Rules	16,552		16,552		33,104
Regional and Local Programs, Plans and Rules	16,552		16,552		33,104
Technical Assistance	33,104	461,502	33,104	355,523	883,233
Technical Assistance on Local Issues	33,104		33,104		66,208
Institute for Community Collaboration		436,502			436,502
Regional Business Alliance				17,500	17,500
Regional Domestic Security Task Force		25,000			25,000
Broward County Office of Economic Development				50,000	50,000
Coordinating Council of Broward				26,250	26,250
New Program Development				261,773	261,773
RPC Overhead	437,877				437,877
Total	842,675	1,272,126	389,909	552,923	3,057,632