



MEMORANDUM

AGENDA ITEM #III.I

DATE: SEPTEMBER 8, 2014

TO: COUNCIL MEMBERS

FROM: STAFF

SUBJECT: FY 2013-14 OPERATING BUDGET AMENDMENT

Background

Staff has prepared an amendment to the Operating Budget for Fiscal Year 2013-14 for your approval today. The attached summaries of Revenues and Expenditures present the amended operating budget adopted in July 2014, alongside the proposed amended operating budget.

Revenues

The Council's amended revenue budget for 2013-14 has been adjusted to \$2,869,412, from the \$2,891,943 adopted in July 2014. This is a (\$22,531) reduction from budget. This shortfall is due to the timing delay of the Data Commons Business Plan Grant from Citibank which will be completed through the Institute for Community Collaboration, Inc (ICC). This project is now expected to be completed in fiscal 2015. This (\$50,000) shift to 2015 has been offset by additional contracts received since July 2014.

Expenditures

The Council operating expense budget for 2013-14 has been adjusted to \$2,983,536, from the \$2,949,118 adopted in July 2014. This is a \$33,418 increase from budget. Core operating expenses (total expenses less pass-through expenses) are flat with the July amendment. The increase in total expenditures is due to the timing of pass through expenses for the Florida Department of Environmental Protection (FDEP)/ Florida Department of Economic Opportunity's (DEO) Climate Change Adaptation Action Area contract. City of Fort Lauderdale and Broward County are the Council's sub-contractors on this project.

Operating Deficit

As discussed, the revenue less expenditures results in an operating deficit of (\$114,124) or an increase in the operating deficit of (\$56,949) from the July amendment. While the fiscal year 2013-2014 will result in an operating deficit, this deficit is an improvement from FY 2012-2013 operating deficit of (\$275,031) (after adjusting for RLF write-offs; a non-cash item). The primary driver of the Council's operating deficits is the state of Florida DEO funding which has been withheld and the Council's inability to offset this funding shortfall with other projects and or additional spending cuts.

Recommendation

Staff recommends approval of the Operating Budget Amendment for fiscal year 2013-14.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2013-2014 PROPOSED BUDGET AMENDMENT, SEPT14**

REVENUES	FY 2013-14 (Adopted Jul14)	FY 2013-14 (Proposed Sep/14)
GENERAL FUND (1)		
Membership Fees		
Broward County	\$ 305,912	\$ 305,912
Miami-Dade County	436,876	436,876
Monroe County	12,791	12,791
Interest & Other Income	2,671	2,926
TOTAL GENERAL FUND	758,250	758,505
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	1,658,692	1,672,890
DHS / RDSTF - Interoperable Emergency Communications	15,000	15,000
DHS / RDSTF - Region 7 Activities	40,000	40,000
DHS / UASI - Palm Beach Sherrif's Office Crime Analysts (2)	356,963	367,586
DOE - Clean Cities Coalition	41,500	42,479
DOE - Florida Clean Cities	40,000	28,422
EDA - Economic Development District Planning	63,000	63,000
EDA - Revolving Loan Funds Administration	306,720	311,407
EPA - Brownfields Revolving Loan Funds Administration	76,570	86,057
FDEM - Hazardous Materials Emergency Planning/Training	74,687	74,687
FTA - Miami-Dade County MPO	25,000	25,000
HUD - Sustainable Communities Initiative (3)	619,252	619,252
State Funded Projects	191,466	193,499
FDEM - Local Emergency Planning Committee - Staff	40,909	40,909
FDEM - Hazards Analysis in Monroe County	2,457	2,730
FDEM - SRESP Updates	45,100	46,860
FDEP / DEO - Climate Change Adaptation Action Areas (4)	103,000	103,000
Local Funded Projects	283,535	244,518
Development of Regional Impact (DRI) Fees	15,000	17,135
Citi Bank Data Commons Business Plan	50,000	-
Monroe County Marina Siting Plan	1,760	9,260
Institute for Community Collaboration - (Econ. Dev. Technical Assistance)	45,000	35,000
Opa-Locka CRA	25,000	22,000
SFRTA - Transportation Oriented Development	100,000	100,000
South Florida Economic Forecasting Partnership	16,800	16,800
Miscellaneous Economic Impact Analysis	600	600
State Road 7 Partnership	22,500	22,500
North Miami Action Plan	1,875	2,472
Florida Public Health Institute 1415	5,000	5,000
79th Street Initiative	-	13,750
TOTAL SPECIAL REVENUE FUNDS	2,133,693	2,110,907
GRAND TOTAL	\$ 2,891,943	\$ 2,869,412

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2013-2014 PROPOSED BUDGET AMENDMENT, SEPT14**

EXPENDITURES	FY 2013-14 (Adopted Jul14)	FY 2013-14 (Proposed Sep/14)
Salaries and Leave	1,026,000	1,025,859
Fringe Benefits	323,000	323,798
Occupancy	220,500	220,500
Equipment, Furniture	-	-
Office Automation	45,000	45,000
Supplies	7,500	7,500
Communications, Postage	9,600	9,600
Printing, Advertising, Notices	6,000	6,000
Travel	45,000	45,000
Professional Development	37,000	37,000
Insurance	20,000	20,000
Miscellaneous Expenses	30,000	30,000
Subtotal	1,769,600	1,770,257
Nonrecurring Professional Services	1,032,018	1,065,779
Legal Services	95,000	95,000
Financial Services	52,500	52,500
Subtotal	1,179,518	1,213,279
RLF Write-Off	-	-
TOTAL	2,949,118	2,983,536
Budget Surplus/(Deficit)	\$ (57,175)	\$ (114,124)
Memo: Core Operating Expenses (5)	\$ 1,917,100	\$ 1,917,757

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) Includes contract (pass-through) revenues and expenditures of \$330,633 related to the expense of analysts for the Regional Fusion Center.
- (3) Includes contract (pass-through) revenues and expenditures of \$545,740 in 2013-14 related to payment of external partners and contracts.
- (4) Includes contract (pass-through) revenues and expenditures of \$106,600 in 2013-14 related to payment of external contracts.
- (5) Total expenditures excluding nonrecurring professional services and pass-throughs.