



# MEMORANDUM

AGENDA ITEM #III.J

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DATE: SEPTEMBER 8, 2014  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FY 2014-2015 OPERATING BUDGET

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## Background

Staff has prepared the Fiscal Year 2014-15 operating budget for your review and approval. The attached summaries of Revenues and Expenditures present the proposed amended budget for FY 2013-14 alongside the proposed budget for FY 2014-15.

## Revenues

The proposed revenue budget for Fiscal Year 2014-15 is \$2,409,755, a decrease of (\$459,657) when compared to the proposed amended budget for the current fiscal year. The reason for the decline is due to the completion of the HUD Sustainable Communities Initiative Grant (Seven50). The revenue impact of the Seven50 grant completion is (\$619,252). The projected revenues also reflect increases and decreases in many of the recurring funding streams of the Council, along with several new sources. The budget reflects the county membership fees of \$755,578 (no change since FY2011-2012) certified at the July 2014 Council meeting. County membership fees represent 31.5% of the total operating budget, or a 3.19 to 1 return.

In order to have revenue match expenditures, the Council needs new program development of \$247,126. This level has been reduced from the draft operating budget reviewed in July 2014 of \$300,000.

## Expenditures

Total planned expenditures are \$2,409,755 or (\$573,782) less than the current fiscal year. Pass through expenses for the Seven50 project and the Climate Change Adaptation Action Area project amount to a reduction of (\$659,000). Core operating expenses (Total expenditures less pass through expenses) are flat with the proposed amended FY 2013-2014 budget.

The salary and fringe package for current staff includes a 5% salary increase (first time in 7 years) and assumes the Council will revert back to a 5 day work week effective October 1, 2014.

## Recommendation

Approve the Fiscal Year 2014-15 Operating Budget.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2014-15 PROPOSED OPERATING BUDGET, SEPT/14**

REVENUES	FY 2013-14 (Proposed Sept/14)	FY 2014-15 (Proposed Jul/14)
<b>GENERAL FUND (1)</b>		
<b>Membership Fees</b>		
Broward County	\$ 305,912	\$ 305,912
Miami-Dade County	436,876	436,876
Monroe County	12,791	12,791
<b>Interest &amp; Other Income</b>	<u>2,926</u>	<u>3,000</u>
<b>TOTAL GENERAL FUND</b>	<b>758,505</b>	<b>758,579</b>
<b>SPECIAL REVENUE FUNDS (1)</b>		
<b>Federal Funded Projects</b>	<b>1,672,890</b>	<b>995,600</b>
DHS / RDSTF - Interoperable Emergency Communications	15,000	-
DHS / RDSTF - Region 7 Activities	40,000	-
DHS / UASI - Palm Beach Sheriff's Office Crime Analysts (2)	367,586	416,000
DOE - Clean Cities Coalition	42,479	45,000
DOE - Florida Clean Cities	28,422	12,000
EDA - Economic Development District Planning	63,000	63,000
EDA - Revolving Loan Funds Administration	311,407	300,000
EPA - Brownfields Administration	86,057	60,000
FDEM - Hazardous Materials Emergency Planning - HMEP	74,687	74,600
FTA - Miami-Dade County MPO	25,000	25,000
HUD - Sustainable Communities Initiative (3)	619,252	-
<b>State Funded Projects</b>	<b>193,499</b>	<b>122,900</b>
FDEM - Local Emergency Planning Committee - Staff	40,909	42,500
FDEM - Hazards Analysis in Monroe County	2,730	2,500
FDEM - SRESP Updates	46,860	31,900
FDEP / DEO - Climate Change Adaptation Action Areas	103,000	46,000
<b>Local Funded Projects</b>	<b>244,518</b>	<b>532,676</b>
Development of Regional Impact (DRI) Fees	17,135	15,000
Monroe County Marina Siting Plan	9,260	-
Institute for Community Collaboration - (Econ. Dev. Technical Assistance)	35,000	-
Opa-Locka CRA	22,000	-
SFRTA - Transportation Oriented Development	100,000	100,000
South Florida Economic Forecasting Partnership	16,800	16,800
Miscellaneous Economic Impact Analysis	600	-
State Road 7 Partnership	22,500	-
North Miami Action Plan	2,472	-
Florida Public Health Institute 1415	5,000	10,000
Miami Dade Climate Summit Conference	-	30,000
79th Street Initiative	13,750	13,750
Citi Bank Data Commons Business Plan	-	100,000
New Program Development (4)	-	247,126
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>2,110,907</b>	<b>1,651,176</b>
<b>GRAND TOTAL</b>	<b>\$ 2,869,412</b>	<b>\$ 2,409,755</b>

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL  
FY 2014-15 PROPOSED OPERATING BUDGET, SEPT/14**

EXPENDITURES	FY 2013-14 (Proposed Sept/14)	FY 2014-15 (Proposed Jul/14)
Salaries and Leave	\$ 1,025,859	\$ 1,093,460
Fringe Benefits	323,798	318,301
Occupancy	220,500	188,500
Equipment, Furniture	-	-
Office Automation	45,000	45,000
Supplies	7,500	7,500
Communications, Postage	9,600	9,500
Printing, Advertising, Notices	6,000	5,000
Travel	45,000	40,000
Professional Development	37,000	37,000
Insurance	20,000	20,000
Miscellaneous Expenses	30,000	8,000
<b>Subtotal</b>	<b>1,770,257</b>	<b>1,772,261</b>
Nonrecurring Professional Services	1,065,779	489,994
Legal Services	95,000	95,000
Financial Services	52,500	52,500
<b>Subtotal</b>	<b>1,213,279</b>	<b>637,494</b>
RLF Write-Off	\$0	\$0
<b>TOTAL</b>	<b>2,983,536</b>	<b>2,409,755</b>
<b>Budget Surplus/(Deficit)</b>	<b>\$ (114,124)</b>	<b>\$ 0</b>
<b>Memo: Core Operating Expenses (5)</b>	<b>\$ 1,917,757</b>	<b>\$ 1,919,761</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) Includes contract (pass-through) revenues and expenditures of \$378,182 in 2014-15 related to payroll for crime 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) New program development is included in the budget for new projects expected to be finalized before or during the fiscal year.
- (5) Total expenditures excluding nonrecurring professional services and pass-throughs.