



MEMORANDUM

AGENDA ITEM #III.I

DATE: JULY 9, 2012
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: FY 2012-13 DRAFT OPERATING BUDGET

Background

Staff has prepared a draft Fiscal Year 2012-13 operating budget for your review. The proposed budget, along with a Work Program for 2012-13, will be presented to the Council at the September meeting. 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 draft budget for Fiscal Year 2012-13 is \$4,178,250, a decrease of 2.8% when compared to the amended budget for the current year. Total pass-through funds are projected to be \$1,733,000 (41.5% of the total), down from \$1,809,100 in the current year. Notable changes in revenues reflect the completion of federal grants from the Centers for Disease Control and Prevention related to healthy food access, expected completion of the Department of Energy Electric Vehicle Planning Grant, the absence at this time of defined funding for training and exercises through the Regional Domestic Security Task Force, and the continued reduction in revenues from the review of Developments of Regional Impact. Continuing revenues will come from administration of the Department of Housing and Urban Development Sustainable Communities Regional Planning Grant, the Council's revolving loan funds and the multi-year contract with the South Florida Regional Transportation Authority, among others. A category has been included for new program development, which will be updated with the final proposed budget in September.

Expenditures

Projected expenditures reflect a salary and fringe package to maintain current staff in the coming year, with no increases for the fifth year. The core budget is \$2,445,250, down by \$41,986 (1.7%) from the amended budget for Fiscal Year 2011-12. Pass-through expenditures for projects are reflected in the non-recurring professional services line item.

Recommendation

For your information. Staff will brief the Council Executive Committee at the August meeting on progress in closing the funding gap for the coming fiscal year, along with contingency plans for addressing the shortfall if additional revenues are not obtained.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2012-13 DRAFT OPERATING BUDGET, JUL/12**

REVENUES	FY 2011-12 (Proposed Jul/12)	FY 2012-13 (Draft Jul/12)
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 Income	\$500	\$250
TOTAL GENERAL FUND	\$756,078	\$755,828
SPECIAL REVENUE FUNDS (1)		
Federal Funded Projects	\$3,089,259	\$2,503,453
CDC / MDCHD - Miami-Dade Healthy Food Access	\$404,697	\$0
CDC / BRHPC - Broward Community Transformation Grant	\$90,611	\$0
DHS / RDSTF - Interoperable Emergency Communications	\$80,500	\$0
DHS / RDSTF - Palm Beach Sheriff's Office Crime Analysts (6)	\$210,000	\$210,000
DHS / RDSTF - Region 7 Activities	\$7,000	\$29,250
DOE - Clean Cities Coalition	\$40,000	\$40,000
DOE / Electric Vehicle Charging Infrastructure Plan (9)	\$376,328	\$120,000
EDA - Economic Development District Planning (4)	\$47,250	\$63,000
EDA / TBRPC - Energy Resiliency Strategy	\$51,030	\$25,515
EDA - Revolving Loan Funds Administration	\$260,000	\$260,000
EPA - Brownfields Administration	\$20,000	\$15,000
EPA - Environmental Justice Mini-Grant	\$25,000	\$0
FDEM - Hazardous Materials Emergency Planning - HMEP (3)(8)	\$74,687	\$74,688
FTA - Miami-Dade County MPO (3)	\$29,406	\$25,000
HUD - Sustainable Communities Initiative (5)	\$1,372,750	\$1,641,000
State Funded Projects	\$119,161	\$178,274
FDEM - Local Emergency Planning Committee - Staff (3)	\$43,558	\$40,909
FDEM - Hazards Analysis in Monroe County	\$2,365	\$2,365
FDEM - SRESP Updates	\$43,000	\$1,000
FDEM - Training and Exercise Program	\$10,238	\$5,000
FDEP / DEO - Climate Change Adaptation Action Areas (7)	\$10,000	\$129,000
OTTED - Small Business Bridge Loan Administration	\$10,000	\$0
Local Funded Projects	\$331,838	\$740,695
Broward County Micro Loan Fund	\$4,000	\$3,000
Development of Regional Impact (DRI) Fees	\$20,000	\$5,000
Monroe County Marina Siting Plan	\$41,038	\$7,500
Institute for Community Collaboration	\$100,000	\$0
Opa-Locka CRA	\$25,000	\$25,000
SFRTA - Transportation Oriented Development	\$100,000	\$100,000
South Florida Economic Forecasting Partnership	\$16,800	\$16,800
State Road 7 Partnership	\$15,000	\$15,000
TCRPC / Broward Boulevard Gateway Implementation	\$10,000	\$5,000
New Program Development (2)	\$0	\$563,395
TOTAL SPECIAL REVENUE FUNDS	\$3,540,258	\$3,422,422
GRAND TOTAL	\$4,296,336	\$4,178,250

See Numbered Notes on the last page.

**SOUTH FLORIDA REGIONAL PLANNING COUNCIL
FY 2012-13 DRAFT OPERATING BUDGET, JUL/12**

EXPENDITURES	FY 2011-12 (Proposed Jul/12)	FY 2012-13 (Draft Jul/12)
Salaries and Leave	\$1,400,000	\$1,391,400
Fringe Benefits	\$350,000	\$347,850
Occupancy	\$300,000	\$300,000
Equipment, Furniture	\$4,000	\$4,000
Office Automation	\$50,000	\$50,000
Supplies	\$15,000	\$15,000
Communications, Postage	\$15,000	\$15,000
Printing, Advertising, Notices	\$5,000	\$5,000
Travel	\$60,000	\$60,000
Professional Development	\$86,000	\$75,000
Insurance	\$20,000	\$20,000
Miscellaneous Expenses	\$25,000	\$25,000
Subtotal	\$2,330,000	\$2,308,250
Nonrecurring Professional Services	\$1,809,100	\$1,733,000
Legal Services	\$97,000	\$97,000
RLF Legal Fees	\$0	\$0
Financial Services	\$60,236	\$40,000
Subtotal	\$1,966,336	\$1,870,000
TOTAL	\$4,296,336	\$4,178,250
Core Operating Expenses (10)	\$2,487,236	\$2,445,250

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)	New program development is included in the budget to accommodate for expected new projects.
(3)	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).
(4)	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).
(5)	Includes contract (pass-through) revenues and expenditures of \$1,381,000 in 2012-13 related to payment of external partners and contracts.
(6)	Includes contract (pass-through) revenues and expenditures of \$189,000 in 2012-13 related to external hiring of crime analysts for the Regional Domestic Security Task Force.
(7)	Includes contract (pass-through) revenues and expenditures of \$65,000 in 2012-13 related to payment of external contracts.
(8)	Includes contract (pass-through) revenues and expenditures of \$28,000 in 2012-13 related to payment of external contracts.
(9)	Includes contract (pass-through) revenues and expenditures of \$60,000 in 2012-13 related to payment of external contracts.
(10)	Total expenditures excluding nonrecurring professional services and pass-throughs.