



# MEMORANDUM

AGENDA ITEM #IV.G

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DATE: JUNE 25, 2018  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FISCAL 2018-19 DRAFT OPERATING BUDGET

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## Background

Staff has prepared the proposed operating budget for Fiscal Year 2018-19 for your review. The final proposed budget will be presented to the Council at the September 2018 meeting.

## Revenues

The draft revenue budget for Fiscal Year 2018-19 represents a decrease of \$128,441 when compared to the adopted budget for the current Fiscal Year 2017-18 due to the conclusion of several grants. Additional contracts and grants will be applied for between now and final adoption of the budget in September 2018.

## Expenditures

The proposed expenditure budget for Fiscal Year 2018-19 represents a decrease of \$17,520 when compared to the adopted budget for the current Fiscal Year 2017-18. This change is mainly due to a decrease in occupancy cost (including utilities) of \$82,800, partially offset by an increase in pass-through project expenses of \$30,411 in Fiscal Year 2018-19 as compared to the prior year.

## Recommendation

Approve the FY 2018-19 Draft Operating Budget



**South Florida Regional Planning Council  
Proposed Budget for 2018-19**

<b>REVENUES</b>		<b>FY 2017-18</b>	<b>FY 2018-19</b>
		<b>Adopted SEP17</b>	<b>Proposed JUL17</b>
<b>GENERAL FUND</b>			
<b>Membership Fees</b>			
	Broward County	\$ 332,628	339,119
	Miami-Dade County	487,366	496,876
	Monroe County	13,527	13,791
<b>Interest &amp; Other Income</b>		<u>1,300</u>	<u>1,300</u>
<b>TOTAL GENERAL FUND</b>		<b>834,821</b>	<b>851,086</b>
<b>SPECIAL REVENUE FUNDS</b>			
<b>Federal Funded Projects</b>		<b>1,111,541</b>	<b>1,020,936</b>
	Miami Dade MPO UPWP 2016-2018	40,000	20,000
	FTA - SFRTA Regional TOD Pilot Program	273,000	230,000
	EDA-C RLF Operating - Revenue	97,753	164,250
	BROWNSFIELD RLF	17,822	28,686
	EDA/EDD- Econ Dev District Planning Jan 2018- Dec 2020	63,000	70,000
	NOAA-GOMA CHHA Monroe	36,000	10,000
	FDEM/HMEP - Planning, Oct-Sept	\$20,000	20,000
	FDEM/HMEP - Training, Oct-Sept	\$64,040	68,000
	DHS/UASI (2018) Regional FSE	65,880	-
	SFRPC Grant Contract Employees	365,000	365,000
	Creating Alt Fuel Vehicle Training Network -	16,385	-
	DOE/1617 - Clean Cities	27,661	45,000
	DEO Climate Study	25,000	
<b>State Funded Projects</b>		<b>83,547</b>	<b>83,500</b>
	FDEM/LEPC Staff	\$80,000	80,000
	FDEM – Hazards Analysis Monroe	\$3,547	3,500
<b>Local Funded Projects</b>		<b>240,454</b>	<b>186,400</b>
	SFRTA - Land Use Transportation	100,000	100,000
	DRI – Annual Report Review	2,620	-
	ICC - Citi Data Commons Bus Plan, Jun/14-Dec	17,000	
	Miami Resilience SLR	4,034	
	South Florida Community Development Fund, Inc.	100,000	69,600
	Economic Forecasting Partnership	16,800	16,800
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>1,435,542</b>	<b>1,290,836</b>
<b>TOTAL Revenues</b>		<b>\$ 2,270,363</b>	<b>\$ 2,141,922</b>

<b>EXPENDITURES</b>		<b>FY 2017-18 Adopted SEP17</b>	<b>FY 2018-19 Proposed JUN18</b>
<b>Allocated cost:</b>			
	Salary and Leave	\$765,980	\$ 724,000
	Fringe Benefits	316,551	421,000
	Occupancy	195,000	90,000
	Utilities- electric/ Sanitation	0	7,800
	Janitorial Services	0	14,400
	Office Automation and Equipment	88,000	60,000
	Financial Services	59,000	61,000
	Legal Services (1)	45,000	45,000
	Professional Development	37,000	37,000
	Travel	30,000	30,000
	Insurance	19,000	23,000
	Miscellaneous Expenses	18,000	12,000
	Professional Consultants	9,500	9,500
	Communication, Postage	8,100	8,300
	Supplies	3,300	3,500
	Printing, Advertising, Notices	<u>2,800</u>	<u>2,800</u>
	<b>Subtotal</b>	<b>1,597,231</b>	<b>1,549,300</b>
	Pass-through Expenses	608,289	669,280
	Miscellaneous Direct Expenses	<u>56,605</u>	<u>26,025</u>
	<b>Subtotal</b>	<b>664,894</b>	<b>695,305</b>
	<b>TOTAL EXPENDITURES</b>	<b>2,262,125</b>	<b>2,244,605</b>
<b>GRANTS PENDING APPROVAL</b>			
	DEO 2018 Peril of Flood (State) Revenue		33,000
	DEO 2018 Peril of Flood (State) Out of pocket expenses		(688)
	South Dade Disaster Supplemental (Federal) Revenue		226,000
	South Dade Disaster Supplemental (Federal) Out of pocket expenses	<u>-</u>	<u>(153,112)</u>
	<b>TOTAL GRANTS PENDING APPROVAL</b>	<b>\$0</b>	<b>\$105,200</b>
	<b>Increase in Fund Balance Reserve</b>	<b>\$ 8,238</b>	<b>\$ 2,517</b>
	<b>Memo: Core Operating Expenses *</b>	<b>\$ 1,597,231</b>	<b>\$ 1,549,300</b>
	<i>(1) Includes an estimated \$10,000 related to the RLF</i>		