



# MEMORANDUM

AGENDA ITEM #IV.G

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DATE: SEPTEMBER 24, 2018  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: PROPOSED FY 2018-19 OPERATING BUDGET

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Please find herewith the proposed operating budget for Fiscal Year 2018-19 for your review and approval.

The Council's revenue budget for Fiscal Year 2018-19 amounts to \$2,410,413, up from \$2,270,363 in the prior year. The increase of \$140,050 is due to the addition of several new projects.

The Council's expense budget for Fiscal Year 2018-19 amounts to \$2,408,489, as compared to \$2,262,125 the prior year. The increase of \$146,364 is mainly attributed to one-time leasehold improvements as well as pass-through expenditures entirely funded by grants.

The proposed budget estimates an increase of \$1,924 in the Fund Balance reserve for Fiscal Year 2019.

## Recommendation

Approve the Fiscal Year 2018-19 Operating Budget.



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

<b>REVENUES</b>	<b>FY 2017-18 Adopted SEP17</b>	<b>FY 2018-19 Proposed JUL17</b>
<b>GENERAL FUND</b>		
<b>Membership Fees</b>		
Broward County	\$ 332,628	336,071
Miami-Dade County	487,366	495,292
Monroe County	13,527	13,299
<b>Interest &amp; Other Income</b>	<u>1,300</u>	<u>5,901</u>
<b>TOTAL GENERAL FUND</b>	<b>834,821</b>	<b>850,563</b>
<b>SPECIAL REVENUE FUNDS</b>		
<b>Federal Funded Projects</b>	<b>1,071,541</b>	<b>1,276,966</b>
FTA - SFRTA Regional TOD Pilot Program	273,000	318,500
EDA-C RLF Operating - Revenue	97,753	194,662
BROWNSFIELD RLF	17,822	30,743
EDA/EDD- Econ Dev South Dade District *	-	20,000
EDA/EDD1820 - Econ Dev Distric	63,000	70,000
DOE/SolSmart Nov/18-July/19		75,000
NOAA-GOMA CHHA Monroe	36,000	-
DHS SHSGP 2017 0318-0819 METADATA	-	79,965
DHS SHSGP 2017 0318-0819 ANALYSTS	-	130,108
FDEM/HMEP - Planning, Oct-Sept	\$20,000	20,000
FDEM/HMEP - Training, Oct-Sept	\$64,040	70,000
DHS/UASI Analysts	-	189,599
DHS/UASI Metadata	-	33,389
DHS/UASI (2018) Regional FSE	65,880	-
SFRPC Grant Contract Employees	365,000	
Creating Alt Fuel Vehicle Training Network -	16,385	-
DOE- Clean Cities	27,661	45,000
DEO Climate Study	25,000	
<b>State Funded Projects</b>	<b>83,547</b>	<b>123,143</b>
FDEM/LEPC Staff	\$80,000	80,000
FDEM-Hazards Analysis Monroe	\$3,547	3,143
FDEO Tech Asst SB 1094 2018-19		40,000
<b>Local Funded Projects</b>	<b>280,454</b>	<b>159,741</b>
Miami Dade TPO UPWP 2018-2020	40,000	12,500
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	28,791
Economic Forecasting Partnership	16,800	16,800
Southeast Florida Regional Prosperity Institute	-	1,650
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>1,435,542</b>	<b>1,559,850</b>
<b>TOTAL Revenues</b>	<b>\$ 2,270,363</b>	<b>\$ 2,410,413</b>

\* Preliminary approval from EDA has been obtained

<b>EXPENDITURES</b>		<b>FY 2017-18 Adopted SEP17</b>	<b>FY 2018-19 Proposed JUN18</b>
<b>Capital Expenditures:</b>			
	Equipment		\$ 50,000
	Leasehold Improvement- Soft costs	-	34,290
	Leasehold Improvement- Hard costs (net of landlord credit)		105,196
	<b>Subtotal</b>	<b>-</b>	<b>189,486</b>
<b>Core Operating Expenses (Allocated):</b>			
	Salary and Leave	765,980	753,929
	Fringe Benefits	316,551	288,009
	Occupancy	195,000	98,320
	Office Relocation		5,100
	Utilities- electric/ Sanitation	-	8,835
	Janitorial Services	-	13,800
	Office Automation	88,000	60,000
	Financial Services	59,000	61,000
	Legal Services	45,000	45,000
	Professional Development	37,000	37,000
	Travel	30,000	9,000
	Insurance	19,000	20,000
	Miscellaneous Expenses	18,000	5,000
	Professional Consultants	9,500	14,970
	Communication, Postage	8,100	8,000
	Supplies	3,300	3,000
	Printing, Advertising, Notices	2,800	2,800
	<b>Subtotal</b>	<b>1,597,231</b>	<b>1,433,763</b>
<b>Pass-through Expenses</b>			
	Professional Consultants	215,289	335,631
	PBSO Salary & Fringe	393,000	393,692
	Legal Services		22,900
	Financial Services		800
	Travel		24,840
	Miscellaneous Direct Expenses	56,605	1,000
	Printing, Advertising, Notices		1,371
	Supplies		378
	Office Automation		2,628
	Communication, Postage		850
	Insurance		1,150
	<b>Subtotal</b>	<b>664,894</b>	<b>785,240</b>
	<b>TOTAL EXPENDITURES</b>	<b>2,262,125</b>	<b>2,408,489</b>
	<b>Increase in Fund Balance Reserve</b>	<b>\$ 8,238</b>	<b>\$ 1,924</b>