



MEMORANDUM

AGENDA ITEM #IV.G

DATE: SEPTEMBER 23, 2019
TO: COUNCIL MEMBERS
FROM: STAFF
SUBJECT: PROPOSED FY 2019-20 OPERATING BUDGET

Please find herewith the proposed Operating Budget for Fiscal Year 2019-20 for your review and approval.

The Council's revenue budget for Fiscal Year 2019-20 amounts to \$2,169,107, down from \$2,530,061 in the current year. The decrease of \$360,954 is due to the completion of several projects.

The Council's expense budget for Fiscal Year 2019-20 amounts to \$2,169,107, as compared to \$2,509,889 the current year. The decrease of \$340,782 is mainly attributed to the completion of several projects.

The proposed budget projects a balanced budget for Fiscal Year 2020.

Recommendation

Approve the Fiscal Year 2019-20 Operating Budget.



**South Florida Regional Planning Council
Proposed Budget for 2019-20**

REVENUES	FY 2018-19 Adopted SEPT18	FY 2018-19 Revised JULY18	FY 2019-20 Proposed SEPT19	Change
GENERAL FUND				
Membership Fees				
Broward County	\$ 336,071	\$ 336,071	\$ 339,970	\$ 3,899
Miami-Dade County	495,292	495,292	500,776	5,484
Monroe County	13,299	13,299	12,951	(348)
Interest	5,201	5,201	5,200	(1)
Other Income	700	700	700	-
Local Funded Projects				
Monroe Post-Disaster Strategy	-	80,000	-	(80,000)
Miami Dade TPO UPWP 2016-2018	12,500	25,000	25,000	-
SFRTA - Land Use Transportation	100,000	100,000	100,000	-
FDOT District 6 Prof Services	-	-	50,000	50,000
Southeast Florida Community Development Fund, Inc.	28,791	28,791	40,000	11,209
Economic Forecasting Partnership	16,800	16,800	16,800	-
Southeast Florida Regional Prosperity Institute	1,650	1,650	1,700	50
TOTAL GENERAL FUND	1,010,304	1,102,804	1,093,097	(9,707)
SPECIAL REVENUE FUNDS				
Federal Funded Projects				
	1,051,561	1,036,434	716,369	(320,065)
FTA - SFRTA Regional TOD Pilot Program	318,500	205,248	-	(205,248)
EDA/EDD- Econ Dev South Dade District	20,000	25,000	25,000	-
EDA/EDD1820 - Econ Dev Distric	70,000	70,000	91,181	21,181
DOE/SolSmart Nov/18-July/19	75,000	75,000	-	(75,000)
DHS SHSGP METADATA	79,965	79,965	70,000	(9,965)
DHS SHSGP ANALYSTS	130,108	130,108	110,000	(20,108)
FDEM/HMEP - Planning, Oct-Sept	20,000	20,000	20,000	-
FDEM/HMEP - Training, Oct-Sept	70,000	70,000	70,000	-
DHS/UASI Analysts	189,599	189,599	252,799	63,200
DHS/UASI Metadata	33,389	33,389	33,389	-
DHS/UASI (2017) CCTA Exercises 0718-0619	-	95,000	-	(95,000)
DOE- Clean Cities	45,000	43,125	42,500	(625)
EPA Coalition Assesment Grant	-	-	1,500	1,500
State Funded Projects	123,143	135,800	82,941	(52,859)
FDEP - Peril of Flood Jun-19	-	\$36,857	\$0	(36,857)
FDEM/LEPC Staff	\$80,000	\$80,000	\$80,000	-
FDEM-Hazards Analysis Monroe	\$3,143	\$3,143	\$2,941	(202)
FDEO Tech Asst SB 1094 2018-19	40,000	15,800	-	(15,800)
TOTAL SPECIAL REVENUE FUNDS	1,174,704	1,172,234	799,310	(372,924)
Trust Funds				
EDA-Consolidated RLF	194,662	224,280	246,000	21,720
BROWNSFIELD RLF	30,743	30,743	30,700	(43)
TOTAL AGENCY FUNDS	225,405	255,023	276,700	21,677
TOTAL Revenues	\$ 2,410,413	\$ 2,530,061	\$ 2,169,107	\$ (360,954)

EXPENDITURES		FY 2018-19 Adopted SEPT18	FY 2018-19 Revised JULY18	FY 2019-20 Proposed SEPT19	Change
Capital Expenditures:					
Equipment		\$ 50,000	\$ 50,000	\$ 27,500	\$ (22,500)
Leasehold Improvement- Soft costs		34,290	34,290	-	(34,290)
Leasehold Improvement- Hard costs (net of landlord credit)		105,196	105,196	-	(105,196)
Subtotal		189,486	189,486	27,500	(161,986)
Core Operating Expenses (Allocated):					
Salary		618,200	666,385	734,970	68,585
Leave		135,729	139,887	158,230	18,343
Fringe Benefits		288,009	300,168	303,980	3,812
Janitorial Services		13,800	13,800	8,295	(5,505)
Legal Services		45,000	45,000	45,000	-
Financial Services		61,000	61,000	46,300	(14,700)
Professional Consultants		14,970	14,970	12,572	(2,398)
Travel		9,000	9,000	14,700	5,700
Miscellaneous Expenses		5,000	5,000	5,000	-
Printing, Advertising, Notices		2,800	2,800	1,500	(1,300)
Supplies		3,000	3,000	11,200	8,200
Professional Development		37,000	37,000	33,000	(4,000)
Occupancy		98,320	92,820	91,200	(1,620)
Utilities- electric/ Sanitation		8,835	8,835	5,000	(3,835)
Repairs & Maintenance		-	2,000	3,700	1,700
Storage		-	3,500	4,700	1,200
Office Relocation		5,100	5,100	-	(5,100)
Office Automation		60,000	60,000	85,000	25,000
Communication, Postage		8,000	8,000	9,500	1,500
Insurance		20,000	20,000	25,400	5,400
Subtotal		1,433,763	1,498,265	1,599,247	100,982
Pass-through Expenses					
Legal Services		22,900	30,000	22,000	(8,000)
Financial Services		800	500	500	-
Professional Consultants		335,631	373,710	59,973	(313,737)
PBSO Salary & Fringe		393,692	393,692	423,807	30,115
Travel		24,840	31,754	26,381	(5,373)
Miscellaneous Direct Expenses		1,000	501	872	371
Printing, Advertising, Notices		1,371	5,675	1,300	(4,375)
Supplies		378	1,278	377	(901)
Professional Development		-	-	700	700
Office Automation		2,628	4,128	19,500	15,372
Communication, Postage		850	750	750	-
Insurance		1,150	1,150	1,200	50
Reimbursement from Borrower		-	(21,000)	(15,000)	6,000
Subtotal		785,240	822,138	542,360	(279,778)
TOTAL EXPENDITURES		2,408,489	2,509,889	2,169,107	(340,782)
Change in Fund Balance		\$ 1,924	\$ 20,172	\$ (0)	\$ (20,172)
General Fund balance at beginning of year		747,320	747,320	767,492	-
Projected General Fund balance at end of year		\$ 749,244	\$ 767,492	\$ 767,492	\$ (20,172)