



## MEMORANDUM

AGENDA ITEM #IV.H

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DATE: JULY 11, 2016  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FISCAL 2016-17 DRAFT OPERATING BUDGET

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### Background

Staff has prepared a draft Fiscal Year 2016-17 operating budget for your review. The final proposed budget will be presented to the Council at the September 2016 meeting.

### Revenues

The draft revenue budget for Fiscal Year 2016-17 represents a decrease of \$193,354 when compared to the amended budget for the current Fiscal Year 2015-16. The revenue decline is due to not replacing the completing grants and projects with new grants and contracts of the same value. The Council will be completing approximately \$340,000 in grants and contracts during its Fiscal Year 2015-16. However, new projects added so far in the cycle total \$150,000. Additional contracts and grants will be sourced between now and finalization of the budget in September 2016.

### Expenditures

The draft expenditure budget for Fiscal Year 2016-17 represents a decrease of \$176,309 when compared to the amended budget for the current Fiscal Year 2015-16. This decrease is due to lower pass-through project expenses of \$186,121 incurred in Fiscal Year 2015-16 that will not be incurred in Fiscal Year 2016-17.

Although total "Core Operating" expenses are forecasted to be lower by \$40,189 or 2.4%, the Executive Director has indicated that the Council and staff require investment to enhance agency capacity to serve our member units of local government, external partners, and the Region. It is anticipated that these savings will be reinvested in the Council and its staff.

### Recommendation

For your information.



South Florida Regional Council  
3440 Hollywood Boulevard, Suite 140, Hollywood, Florida 33021  
954.985.4416 Phone, 954.985-4417 FAX  
[www.sfregionalcouncil.org](http://www.sfregionalcouncil.org)

South Florida Regional Council  
**FY 2017 Draft Budget**  
**July 11, 2016**

REVENUES	FY 2015-16 (Proposed July 16)	FY 2016-17 (Draft July 16)
<b>GENERAL FUND</b>		
<b>Membership Fees</b>		
Broward County	\$ 320,814	326,742
Miami-Dade County	468,020	477,819
Monroe County	12,978	13,006
<b>Interest &amp; Other Income</b>	3,000	3,000
<b>TOTAL GENERAL FUND</b>	<b>\$ 804,812</b>	<b>820,567</b>
<b>SPECIAL REVENUE FUNDS</b>		
<b>Federal Funded Projects</b>	<b>1,091,508</b>	<b>1,041,680</b>
DHS / UASI - Palm Beach Sheriff's Office Crime Analysts	444,624	400,000
DHS / UASI - Regional Fullscale Exercise	79,135	-
MDC Healthy Corner Store Conversions	63,069	-
DOE - Clean Cities Coalition - CCFAA Grant	40,000	40,000
NETL/UCF - Creating Alt Fuel Training Network - Florida	20,000	20,000
EDA - Economic Development District Planning	63,000	63,000
EDA - Revolving Loan Funds Administration	213,000	200,000
EPA - Brownfields Administration	50,000	50,000
FDEM - Hazardous Materials Emergency Planning - HMEP	93,680	93,680
FTA - Miami-Dade County MPO	25,000	25,000
FTA - SFRTA/TCRPC TOD Planning	-	150,000
<b>State Funded Projects</b>	<b>139,477</b>	<b>134,476</b>
FDEM - Local Emergency Planning Committee - Staff	48,000	48,000
FDEM - Hazards Analysis in Monroe County	2,453	2,500
FDEM - SRESP Updates	20,000	-
FDEO-FDEP Train the Trainers Grant	69,024	83,976
<b>Local Funded Projects</b>	<b>396,680</b>	<b>242,400</b>
Development of Regional Impact (DRI) Fees	64,280	25,000
SFRTA - Transportation Oriented Development	100,000	100,000
South Florida Economic Forecasting Partnership	16,800	16,800
Miscellaneous Economic Impact Analysis	600	600
Florida Public Health Institute 1415	5,000	-
Monroe Climate Summit Conference	30,000	-
Southeast Florida Community Development Fund, Inc.	80,000	100,000
Citi Bank Data Commons Business Plan	100,000	-
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>1,627,665</b>	<b>1,418,556</b>
<b>GRAND TOTAL</b>	<b>\$ 2,432,477</b>	<b>\$ 2,239,123</b>
EXPENDITURES	FY 2015-16 (Proposed July 16)	FY 2016-17 (Draft July 16)
Salaries and Leave	\$ 858,541	\$ 847,086
Fringe Benefits	276,230	290,525
Occupancy	192,000	195,000
Office Automation *	51,500	70,000
Supplies *	53,908	7,500
Communications, Postage *	10,500	10,500
Printing, Advertising, Notices *	9,400	5,000
Travel *	51,920	40,000
Professional Development	37,000	40,000
Insurance	20,000	20,000
Miscellaneous Expenses	8,000	8,000
Equipment & Software upgrades	-	50,000
<b>Subtotal</b>	<b>1,568,999</b>	<b>1,583,611</b>
Project Related Professional Services (Pass-through)	704,357	518,236
Legal Services	93,800	90,000
Financial Services	46,000	45,000
<b>Subtotal</b>	<b>844,157</b>	<b>653,236</b>
<b>TOTAL</b>	<b>2,413,156</b>	<b>2,236,847</b>
<b>Budget Surplus/(Deficit)</b>	<b>\$ 19,321</b>	<b>\$ 2,276</b>
<b>Memo: Core Operating Expenses *</b>	<b>\$ 1,708,799</b>	<b>\$ 1,668,611</b>
<i>*Excludes reimbursed "project" related expenses in the FY 2016 Budget Amendment column, in the Draft Budget column</i>		
<i>**Core Operating Expenses excludes project related professional services &amp; equipment purchase &amp; software upgrade</i>		