



# MEMORANDUM

AGENDA ITEM #IV.H

---

DATE: SEPTEMBER 27, 2021  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FY 2021-22 PROPOSED OPERATING BUDGET

---

Please find herewith the proposed Operating Budget for Fiscal Year 2021-22 for your review and approval. The Council's revenue budget for Fiscal Year 2021-22 amounts to \$3,840,154, up from \$2,618,345 in the current year. The increase of \$1,221,809 is due to the acquisition of new regional programs.

The Council's expense budget for Fiscal Year 2021-22 amounts to \$3,741,626, as compared to \$2,498,499 in the current year. The increase of \$1,243,147 is primarily associated with expenses directly related to the new projects and the hiring of new program staff.

### Recommendation

Approve the Fiscal Year 21-22 Operating Budget.





**South Florida Regional Planning Council  
Budget for 2020-21**

		2021	2021	2022
REVENUES		FY 2020-21 Approved Budget	FY 2020-21 Amendment Proposal	FY 2021-22 Proposed Budget
<b>GENERAL FUND</b>				
Membership Fees		\$ 864,323	\$ 864,323	\$ 876,644
Interest & Other Income		4,500	1,200	1,500
<b>Local Funded Projects</b>				
	Miami Dade TPO UPWP 20-21	25,000	34,900	50,000
	SFRTA - Land Use Transportation	100,000	100,000	100,000
	FDOT District 6 Prof Services	70,000	19,628	50,000
	Southeast Florida Community Development Fund, Inc.	25,000	18,000	25,000
	Economic Forecasting Partnership		9,500	-
	Southeast Florida Regional Prosperity Institute	1,700	-	1,700
	<b>TOTAL GENERAL FUND</b>	<b>1,090,523</b>	<b>1,047,551</b>	<b>1,104,844</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Federal Funded Projects</b>		<b>907,313</b>	<b>751,782</b>	<b>2,004,185</b>
	EDA/EDD- Econ Dev South Dade District	25,000	20,930	-
	EDA/EDD CEDS	34,000	26,250	105,000
	EDA/EDD CARES Act	200,000	175,000	155,000
	DHS/SHSGP Metadata	70,000	-	70,000
	DHS/SHSGP Analysts	110,000	112,256	110,000
	DHS/UASI Analysts	252,799	214,683	282,500
	DHS/UASI Metadata	33,389	68,967	43,000
	FDEM/HMEP - Planning, Oct-Sept	20,000	14,528	20,000
	FDEM/HMEP - Training, Oct-Sept	70,000	22,168	118,685
	FDEM/NEFRC/SRESP Behavior	57,500	87,500	-
	DOD/Resiliency Planning	-	-	1,100,000
	DOE- Clean Cities	33,125	9,500	-
	EPA Coalition Assesment Grant	1,500	-	-
	<b>State Funded Projects</b>	<b>83,027</b>	<b>83,027</b>	<b>71,120</b>
	FDEM/LEPC Staff	80,000	80,000	70,000
	FDEM-Hazards Analysis Monroe	3,027	3,027	1,120
	<b>Trust Funds</b>	<b>545,700</b>	<b>735,985</b>	<b>660,005</b>
	EDA-Consolidated RLF	246,000	372,666	370,000
	EDA-RLF CARES Act	269,000	322,195	259,305
	BROWNFIELDS RLF	30,700	41,124	30,700
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>1,536,040</b>	<b>1,570,794</b>	<b>2,735,310</b>
<b>TOTAL Revenues</b>		<b>\$ 2,626,563</b>	<b>\$ 2,618,345</b>	<b>\$ 3,840,154</b>

		<b>2021</b>	<b>2021</b>	<b>2022</b>
		<b>FY 2020-21 Approved Budget</b>	<b>FY 2020-21 Amendment Proposal</b>	<b>FY 2021-22 Proposed Budget</b>
<b>EXPENDITURES</b>				
<b>Capital Expenditures:</b>				
	Equipment	\$ 27,500	\$ -	\$ 25,000
	Leasehold Improvement- Soft costs	42,500	-	10,000
	Leasehold Improvement- Hard costs (net of landlord credit)	25,000	-	-
	<b>Subtotal</b>	<b>95,000</b>	<b>-</b>	<b>35,000</b>
<b>Core Operating Expenses (Allocated):</b>				
	Salary	746,986	847,233	1,113,776
	Leave	210,688	158,433	208,276
	Fringe Benefits	335,186	288,906	369,774
	Janitorial Services	8,295	7,776	8,500
	Legal Services	45,000	9,978	45,000
	Financial Services	46,300	47,000	50,000
	Professional Consultants	12,572	11,971	792,500
	Travel	10,000	508	10,000
	Miscellaneous Expenses	5,000	1,891	5,000
	Printing, Advertising, Notices	1,500	2,812	3,000
	Supplies	5,000	9,373	10,000
	Professional Development	30,000	25,574	30,000
	Occupancy	91,200	95,064	95,000
	Utilities- electric/ Sanitation	5,000	3,897	5,000
	Repairs & Maintenance	3,897	921	5,000
	Council Reserve Fund	180,000	380,000	205,000
	Storage	5,000	5,712	6,000
	Office Automation	80,000	66,711	82,500
	Communication, Postage	9,000	16,871	17,000
	Insurance	28,783	26,901	29,000
	<b>Subtotal</b>	<b>1,859,408</b>	<b>2,007,531</b>	<b>3,090,326</b>
<b>Pass-through Expenses</b>				
	Legal Services	22,000	87,121	30,000
	Financial Services	500	439	500
	Professional Consultants	59,973	31,702	60,000
	PBSO Analyst Salary & Fringe	423,807	313,168	454,950
	Travel	26,381	579	21,000
	Miscellaneous Expenses	872	19,091	1,000
	Printing, Advertising, Notices	1,300	655	1,300
	Supplies	20,000	17,402	25,000
	Professional Development	700	650	1,500
	Office Automation	15,000	18,907	19,000
	Communication, Postage	750	-	750
	Insurance	1,200	1,255	1,300
	Reimbursement from Borrower	-	-	-
	<b>Subtotal</b>	<b>572,483</b>	<b>490,968</b>	<b>616,300</b>
	<b>TOTAL EXPENDITURES</b>	<b>2,526,891</b>	<b>2,498,499</b>	<b>3,741,626</b>
	<b>Increase in Fund Balance Reserve</b>	<b>\$ 99,672</b>	<b>\$ 119,846</b>	<b>\$ 98,527</b>