



# MEMORANDUM

AGENDA ITEM #IV.H

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DATE: SEPTEMBER 19, 2022  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FY 2022-23 PROPOSED OPERATING BUDGET

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Please find herewith the proposed Operating Budget for Fiscal Year 2022-23 for your review and approval. The Council's revenue budget for Fiscal Year 2022-23 amounts to \$3,329,648 up from \$2,494,598 in the current year. The increase of \$835,050 is due to the DOD/MIRR program's deliverables moving on to the new fiscal year.


The Council's expense budget for Fiscal Year 2022-23 amounts to \$3,329,648 as compared to \$2,395,957 in the current year. The increase of \$933,691 is primarily associated with expenses directly related to the new projects and the hiring of new program staff.

### Recommendation

Approve the Fiscal Year 2022-23 Operating Budget.



|  <b>South Florida Regional Planning Council</b><br><b>Budget for 2022-23</b> |  | <b>2022</b>                              | <b>2023</b>                               |
|--|--|--|---|
| <b>REVENUES</b>  |  | <b>FY 2021-22<br/>Revised<br/>Budget</b> | <b>FY 2022-23<br/>Proposed<br/>Budget</b> |
| <b>GENERAL FUND</b>  |  |  |   |
| <b>Membership Dues</b>   |  | \$ 876,644                               | \$ 970,866                                |
| <b>Interest &amp; Other Income</b>   |  | 1,500                                    | 1,500                                     |
| <b>Local Funded Projects</b>   |  |  |   |
|  | Miami Dade TPO 20-21 TASKS                         | 15,100                                   | 25,000                                    |
|  | SFRTA - Land Use Transportation                    | 100,000                                  | 100,000                                   |
|  | FDOT District 6 Prof Services                      | 32,887                                   | 50,000                                    |
|  | Southeast Florida Community Development Fund, Inc. | 20,000                                   | 32,000                                    |
|  | Southeast Florida Regional Prosperity Institute    | 1,700                                    | -   |
|  | <b>TOTAL GENERAL FUND</b>                          | <b>1,047,831</b>                         | <b>1,179,366</b>                          |
| <b>SPECIAL REVENUE FUNDS</b>   |  |  |   |
| <b>Federal Funded Projects</b>   |  | <b>971,847</b>                           | <b>1,568,530</b>                          |
|  | EDA/EDD CEDS                                       | 158,262                                  | 76,363                                    |
|  | EDA/EDD CARES Act                                  | 153,904                                  | -   |
|  | DHS/SHSGP Analysts                                 | 64,913                                   | 110,000                                   |
|  | DHS/UASI Analysts                                  | 219,728                                  | 587,500                                   |
|  | DHS/UASI Metadata                                  | 98,207                                   | 113,000                                   |
|  | DHS SHSGP OT                                       | 3,105                                    | 25,000                                    |
|  | FDEM/HMEP - Planning, Oct-Sept                     | 15,043                                   | 20,000                                    |
|  | FDEM/HMEP - Training, Oct-Sept                     | 118,685                                  | 70,000                                    |
|  | FDEM/NEFRC/SRESP Behavior                          | -  | -   |
|  | DOD/Resiliency Planning                            | 140,000                                  | 476,667                                   |
|  | DOE- Clean Cities                                  | -  | 90,000                                    |
|  | EPA Coalition Assesment Grant                      | -  | -   |
|  | <b>State Funded Projects</b>                       | <b>61,920</b>                            | <b>81,752</b>                             |
|  | FDEM/LEPC Staff                                    | 60,800                                   | 80,000                                    |
|  | FDEM-Hazards Analysis Monroe                       | 1,120                                    | 1,752                                     |
| <b>Trust Funds</b>   |  | <b>413,000</b>                           | <b>500,000</b>                            |
|  | EDA-Consolidated RLF                               | 209,000                                  | 237,000                                   |
|  | EDA-RLF CARES Act                                  | 180,000                                  | 219,000                                   |
|  | BROWNFIELDS RLF                                    | 24,000                                   | 44,000                                    |
|  | <b>TOTAL SPECIAL REVENUE FUNDS</b>                 | <b>1,446,767</b>                         | <b>2,150,282</b>                          |
| <b>TOTAL Revenues</b>  |  | <b>\$ 2,494,598</b>                      | <b>\$ 3,329,648</b>                       |

|  <b>South Florida Regional Planning Council</b><br><b>Budget for 2020-21</b> |  | 2022                      | 2023                       |
|--|--|---------------------------|----------------------------|
| <b>EXPENDITURES</b>  |  | FY 2021-22 Revised Budget | FY 2022-23 Proposed Budget |
| <b>Capital Expenditures:</b>   |  |                           |                            |
|  | Equipment  | \$ -                      | \$ 15,000                  |
|  | Leasehold Improvement- Soft costs                          | -                         | \$ 10,000                  |
|  | Leasehold Improvement- Hard costs (net of landlord credit) | -                         | \$ -                       |
|  | <b>Subtotal</b>  | -                         | <b>25,000</b>              |
| <b>Core Operating Expenses (Allocated):</b>  |  |                           |                            |
|  | Salary   | 863,086                   | \$ 1,071,241               |
|  | Leave  | 137,273                   | \$ 241,452                 |
|  | Fringe Benefits  | 378,314                   | \$ 453,801                 |
|  | Janitorial Services  | 8,500                     | \$ 9,180                   |
|  | Legal Services   | 42,000                    | \$ 45,000                  |
|  | Financial Services   | 50,000                    | \$ 54,200                  |
|  | Professional Consultants                                   | 25,500                    | \$ 50,000                  |
|  | Travel   | 5,000                     | \$ 11,000                  |
|  | Miscellaneous Expenses                                     | 1,000                     | \$ 5,500                   |
|  | Printing, Advertising, Notices                             | 2,700                     | \$ 3,500                   |
|  | Supplies   | 10,000                    | \$ 11,000                  |
|  | Professional Development                                   | 28,000                    | \$ 30,000                  |
|  | Occupancy  | 95,000                    | \$ 100,000                 |
|  | Utilities- electric/ Sanitation                            | 5,000                     | \$ 6,000                   |
|  | Repairs & Maintenance                                      | 1,000                     | \$ 6,000                   |
|  | Council Reserve Fund                                       | 177,500                   | \$ (145,256)               |
|  | Storage  | 5,500                     | \$ 7,000                   |
|  | Office Automation  | 64,909                    | \$ 70,000                  |
|  | Communication, Postage                                     | 8,000                     | \$ 15,000                  |
|  | Insurance  | 29,000                    | \$ 31,320                  |
|  | <b>Subtotal</b>  | <b>1,937,282</b>          | <b>2,075,938</b>           |
| <b>Pass-through Expenses</b>   |  |                           |                            |
|  | Legal Services   | 65,000                    | \$ 48,000                  |
|  | Financial Services   | 50                        | \$ 1,200                   |
|  | Professional Consultants                                   | 60,000                    | \$ 398,771                 |
|  | PBSO Analyst Salary & Fringe                               | 289,125                   | \$ 759,545                 |
|  | Travel   | 18,000                    | \$ 12,242                  |
|  | Miscellaneous Expenses                                     | -                         | \$ 421                     |
|  | Printing, Advertising, Notices                             | 1,300                     | \$ 996                     |
|  | Supplies   | 500                       | \$ 4,635                   |
|  | Professional Development                                   | 11,000                    | \$ 1,500                   |
|  | Office Automation  | 12,400                    | \$ -                       |
|  | Communication, Postage                                     | -                         | \$ 100                     |
|  | Insurance  | 1,300                     | \$ 1,300                   |
|  | Reimbursement from Borrower                                | -                         | -                          |
|  | <b>Subtotal</b>  | <b>458,675</b>            | <b>1,228,710</b>           |
|  | <b>TOTAL EXPENDITURES</b>                                  | <b>2,395,957</b>          | <b>3,329,648</b>           |
|  | <b>Increase in Fund Balance Reserve</b>                    | <b>\$ 98,641</b>          | <b>\$ 0</b>                |