



# MEMORANDUM

AGENDA ITEM #III.G

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DATE: SEPTEMBER 18, 2023  
TO: COUNCIL MEMBERS  
FROM: STAFF  
SUBJECT: FY 2022-23 REVISED OPERATING BUDGET

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Please find herewith the revised Operating Budget for Fiscal Year 2022-23 for your review and approval. The Council's revenue budget for Fiscal Year 2022-23 was reduced by \$183,561, from \$3,329,648 to \$3,146,087 in the current fiscal year. The abovementioned reduction is explained by the extension of the DOD/MIRR contract which reallocates deliverables and billing to FY 23-24, and a reduction in staffing levels by the Palm Beach County Sheriff's Office who the Council supports with employee administrative services as part of the Regional Domestic Security Task Force Program.

The Council's revised expense budget for Fiscal Year 2022-23 amounts to \$3,146,087 as compared to the approved budget of \$3,329,648 for the current year. The decrease of \$183,561 is primarily associated with a reduction in expenses directly related to uncovered staff positions, uncovered positions in the Palm Beach Sheriff's Office staff, and a contribution to the Council Reserve Fund.

## Recommendation

Approve the Fiscal Year 22-23 Revised Operating Budget.



REVENUES		FY 2022-23 Approved Budget	FY 2022-23 Revised Budget
<b>GENERAL FUND</b>			
<b>Membership Fees</b>		\$ 970,866	\$ 970,866
<b>Interest &amp; Other Income</b>		1,500	35,000
<b>Local Funded Projects</b>			
	Miami Dade TPO UPWP 20-21	25,000	22,000
	SFRTA - Land Use Transportation	100,000	100,000
	FDOT District 6 Prof Services	50,000	50,000
	Southeast Florida Community Development Fund, Inc.	32,000	33,185
	Economic Forecasting Partnership	-	-
	Southeast Florida Regional Prosperity Institute	-	-
	<b>TOTAL GENERAL FUND</b>	<b>1,179,366</b>	<b>1,211,051</b>
<b>SPECIAL REVENUE FUNDS</b>			
<b>Federal Funded Projects</b>		<b>1,568,530</b>	<b>1,417,160</b>
	EDA/EDD- Econ Dev South Dade District	-	-
	EDA/EDD CEDS	76,363	76,363
	EDA/EDD CARES Act	-	-
	DHS/SHSGP Metadata	113,000	113,000
	DHS/SHSGP Analysts	110,000	87,360
	DHS/UASI Analysts	587,500	196,705
	DHS/UASI Metadata	25,000	7,500
	FDEM/HMEP - Planning, Oct-Sept	20,000	20,000
	FDEM/HMEP - Training, Oct-Sept	70,000	90,000
	FDEM/NEFRC/SRESP Behavior	-	-
	DOD/Resiliency Planning	476,667	786,232
	DOE- Clean Cities	90,000	40,000
	EPA Coalition Assesment Grant	-	-
	<b>State Funded Projects</b>	<b>81,752</b>	<b>81,400</b>
	FDEM/LEPC Staff	80,000	80,000
	FDEM-Hazards Analysis Monroe	1,752	1,400
<b>Trust Funds</b>		<b>500,000</b>	<b>436,476</b>
	EDA-Consolidated RLF	237,000	189,659
	EDA-RLF CARES Act	219,000	196,746
	BROWNFIELDS RLF	44,000	50,071
	<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>2,150,282</b>	<b>1,935,036</b>
<b>TOTAL Revenues</b>		<b>\$ 3,329,648</b>	<b>\$ 3,146,087</b>

EXPENDITURES		FY 2022-23 Approved Budget	FY 2022-23 Revised 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>-</b>
<b>Core Operating Expenses (Allocated):</b>			
	Salary	1,071,241	916,434
	Leave	241,452	169,412
	Fringe Benefits	453,801	412,569
	Janitorial Services	9,180	9,000
	Legal Services	45,000	45,000
	Financial Services	54,200	50,200
	Professional Consultants	50,000	25,000
	Travel	11,000	6,000
	Miscellaneous Expenses	5,500	-
	Printing, Advertising, Notices	3,500	31,000
	Supplies	11,000	13,500
	Professional Development	30,000	35,000
	Occupancy	100,000	100,000
	Utilities- electric/ Sanitation	6,000	6,000
	Repairs & Maintenance	6,000	2,000
	Council Reserve Fund	(145,256)	110,352
	Storage	7,000	7,000
	Office Automation	70,000	55,000
	Communication, Postage	15,000	6,000
	Insurance	31,320	31,000
	<b>Subtotal</b>	<b>2,075,938</b>	<b>2,030,467</b>
<b>Pass-through Expenses</b>			
	Legal Services	48,000	43,852
	Financial Services	1,200	800
	Professional Consultants	398,771	652,000
	PBSO Analyst Salary & Fringe	759,545	367,786
	Travel	12,242	35,995
	Miscellaneous Expenses	421	-
	Printing, Advertising, Notices	996	4,350
	Supplies	4,635	5,314
	Professional Development	1,500	4,123
	Office Automation	-	-
	Communication, Postage	100	100
	Insurance	1,300	1,300
	Reimbursement from Borrower	-	-
	<b>Subtotal</b>	<b>1,228,710</b>	<b>1,115,620</b>
	<b>TOTAL EXPENDITURES</b>	<b>3,329,648</b>	<b>3,146,087</b>
	<b>Increase in Fund Balance Reserve</b>	<b>\$ -</b>	<b>\$ -</b>