



FISCAL YEAR 2018

# BUDGET

OF THE SOUTHWEST FLORIDA  
REGIONAL PLANNING COUNCIL

ADOPTED: JUNE 15, 2017

[SWFRPC.ORG](http://SWFRPC.ORG)

**FY 17 ADOPTED BUDGET**  
 OCTOBER 1, 2017 TO SEPTEMBER 30, 2018

Revenues	SWFRPC General Fund	SWFRPC Special Revenue	2017 Budget Totals
Assessments	\$ 309,106	\$ -	\$ 309,106
Secured Federal/State Grants		220,074	220,074
*Program Development (Unsecured Grants/Contracts)	93,551	260,620	354,171
Secured Contractual	-	9,900	9,900
DRIs/NOPCs/Other Reviews	-	35,000	35,000
Interest/Misc	6,000	-	6,000
**Fund Balance from Audit YE 9/30/16 (FY15/16)	811,779	-	811,779
<b>Total Income (Revenue)</b>	<b>\$ 1,220,436</b>	<b>\$ 525,594</b>	<b>\$ 1,746,030</b>

Expenditures (Expenses)			
Direct:			
Salaries (A)	\$ 192,967	\$ 247,781	\$ 440,748
FICA	33,717	-	33,717
Unemployment	-	-	-
Workers Compensation	3,687	-	3,687
Retirement	48,915	-	48,915
Health Insurance (B)	64,433	-	64,433
<b>Total Personnel Expenses</b>	<b>\$ 343,719</b>	<b>\$ 247,781</b>	<b>\$ 591,500</b>

Expenses			
Consultants (C)	\$ -	\$ 106,200	\$ 106,200
Grant/Consulting - Contractual (D)	-	-	-
Audit Fees	32,000	-	32,000
Travel	6,000	14,000	20,000
Telephone	4,600	-	4,600
Postage	1,300	125	1,425
Equipment Rental (E)	6,695	-	6,695
Insurance (F)	10,722	-	10,722
Repair/Maint. (Equip/Vehicle)	1,000	-	1,000
Printing/Reproduction	3,000	100	3,100
Utilities (Elec/Internet)	24,900	-	24,900
Advertising	600	1,000	1,600
Other Miscellaneous	200	-	200
Bank Service Charges	-	-	-
Office Supplies	4,000	-	4,000
Computer Related Expenses (G)	21,674	2,510	24,184
Dues and Memberships (H)	25,095	-	25,095
Publications	100	-	100
Professional Development	1,000	-	1,000
Meetings/Events	3,000	3,000	6,000
Capital Outlay-Operations	4,000	20,000	24,000
Lease Long Term	45,930	-	45,930
**Fund Balance from Audit YE 9/30/16 (FY15/16)	811,779	-	811,779
<b>Operational Expense</b>	<b>\$ 1,007,595</b>	<b>\$ 146,935</b>	<b>\$ 1,154,530</b>

<b>Fringe/Indirect Allocation</b>	<b>\$ (130,878)</b>	<b>\$ 130,878</b>	<b>\$ -</b>
<b>Total Operational Expenses</b>	<b>\$ 876,717</b>	<b>\$ 277,813</b>	<b>\$ 1,154,530</b>
<b>Total Cash Outlays</b>	<b>\$ 1,220,436</b>	<b>\$ 525,594</b>	<b>\$ 1,746,030</b>

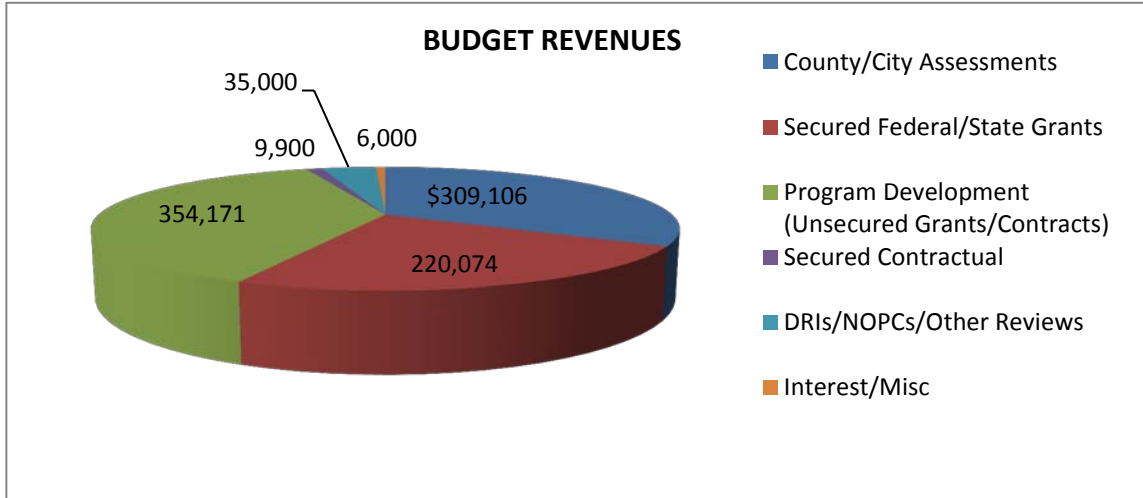
<b>Net Income/Loss</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ (0)</b>
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\* This amount was determined based on three previous years budgets which brought in at least \$100,000 in additional revenue after the budget was adopted

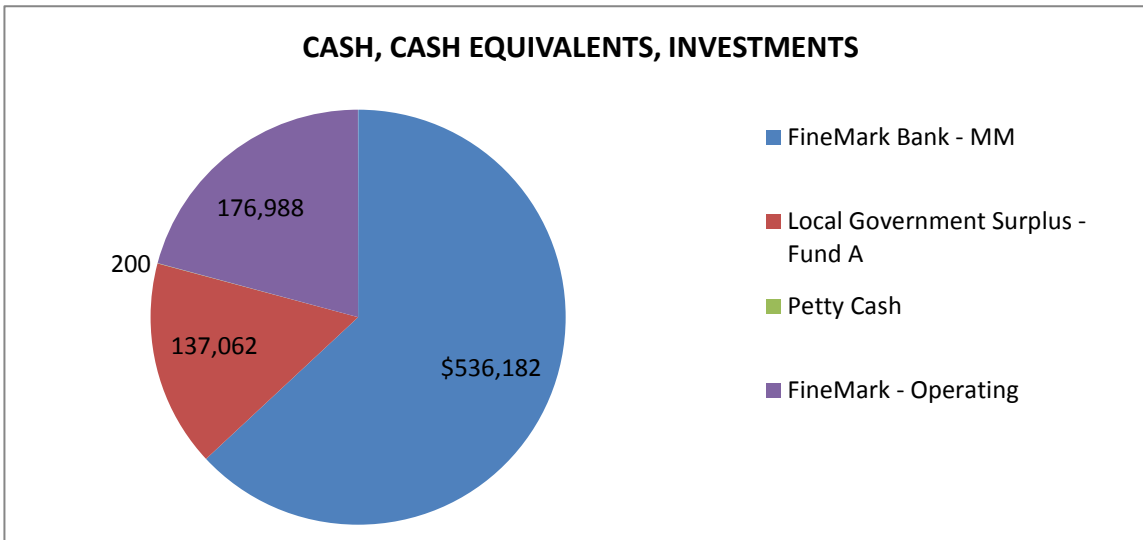
\*\*Fund Balance from Audit YE 9/30/16 (FY15/16) - included in this fund is the investments, operating funds and net of all assets and liabilities as of 9/30/16.

## REVENUE SOURCES

BUDGET REVENUES	AMOUNT
County/City Assessments	\$ 309,106
Secured Federal/State Grants	220,074
Program Development (Unsecured Grants/Contracts)	354,171
Secured Contractual	9,900
DRIs/NOPCs/Other Reviews	35,000
Interest/Misc	6,000
<b>Total Revenue</b>	<b>\$ 934,251</b>



CASH, CASH EQUIVALENTS, INVESTMENTS (as of May 30, 2016):	AMOUNT
FineMark Bank - MM	\$ 536,182
Local Government Surplus - Fund A	137,062
Petty Cash	200
FineMark - Operating	176,988
<b>Total Cash, Cash Equivalents, Investments</b>	<b>\$ 850,431</b>



## FY 17 REVENUE SOURCES

OCTOBER 1, 2017 TO SEPTEMBER 30, 2018

GENERAL REVENUES		SPECIAL REVENUES	
Interest/Misc.	\$ 6,000	Federal/State Grants	\$ 220,074
Assessments	\$ 309,106	Contractual	\$ 399,071
	<b>\$ 315,106</b>		<b>\$ 619,145</b>
		<b>Total Revenues</b>	<b>\$ 934,251</b>
		<b>FY15 Fund Balance</b>	<b>\$ 811,779</b>
		<b>Total Budget</b>	<b>\$ 1,746,030</b>

MEMBER	POPULATION 2016 (BEBR Estimates)	ASSESSMENT
Charlotte County	170,450	\$ 38,351
Collier County	350,202	105,061
Glades County	13,047	3,914
Hendry County	38,370	11,511
Lee County (Unincorporated)	372,702	27,953
City of Cape Coral	170,474	51,142
City of Fort Myers	76,108	22,832
Town of Fort Myers Beach	6,276	1,883
City of Bonita Springs	48,388	14,516
City of Sanibel	6,591	1,977
Sarasota County	399,538	29,965
<b>Total Assessments</b>	<b>1,652,146</b>	<b>\$ 309,106</b>

Additional Revenue	TOTAL	
Interest/Misc.	\$ -	\$ 6,000
ABM Sponsorship	-	-
<b>Total General Revenues</b>		<b>\$ 315,106</b>

SPECIAL REVENUES	FEDERAL/STATE GRANTS	CONTRACTUAL	TOTAL
DEM - Title III			
FL CTD-Glades/Hendry TD	32,020	-	32,020
Collier Hazard Analysis	8,054	-	8,054
Economic Development	70,000	-	70,000
WPDG - Wetland Mitigation Strategy	110,000		110,000
SQG-Glades		9,900	9,900
DRI/NOPC Fees		35,000	35,000
Program Development (Unsecured Grants/Contracts)		354,171	354,171
<b>Total RPC Special Revenues</b>	<b>\$ 220,074</b>	<b>\$ 399,071</b>	<b>\$ 619,145</b>

Assessments based upon official Bureau of Business and Economic Research population estimates.

Assessments are estimated at 30 cents/capita as provided for in the Council's Interlocal Agreement, adopted November 8, 1973.

## SWFRPC 5 YEAR BUDGET COMPARISON

Fiscal Year 2013 - Fiscal Year 2018

	Actual FY 2013	Actual FY 2014	Actual FY 2015	Actual FY 2016	Budget FY 2017 Amendment
<b>Revenues</b>					
Assessments	\$ 462,218	\$ 469,411	\$ 472,879	\$ 477,787	\$ 485,948
Federal/State/Local Funds/Contract.	1,839,113	1,581,167	399,968	525,449	393,917
Contractual			190,067	105,045	63,500
DRIs/NOPCs/Monitoring	42,625	41,265	88,523	57,397	35,000
Interest/Misc	24,732	39,057	4,347	10,434	6,000
Rental Income	28,750	15,000	1,250	-	-
Fund Balance	708,484	748,896	588,437	811,779	811,779
<b>Total Income</b>	<b>\$ 3,105,922</b>	<b>\$ 2,894,796</b>	<b>\$ 1,745,471</b>	<b>\$ 1,987,891</b>	<b>\$ 1,796,144</b>
<b>Expenditures</b>					
<u>Direct:</u>					
Salaries - Total	\$ 1,006,838	\$ 982,363	\$ 609,843	\$ 474,751	\$ 476,748
FICA/Workers Comp/Unemployment	83,783	76,524	49,691	36,357	40,158
Retirement	63,019	101,994	63,714	60,027	47,715
Health Insurance	118,764	136,255	98,290	63,754	63,090
<b>Total Personnel Services</b>	<b>\$ 1,272,403</b>	<b>\$ 1,297,136</b>	<b>\$ 821,538</b>	<b>\$ 634,889</b>	<b>\$ 627,711</b>
Legal fees					
Consultant Fees	87,014	35,525	57,588	104,734	108,600
Grant/Consulting Expense			63,533	125,523	37,049
NEP Contractual	326,993	356,951			
NEP-Other					
MPO Contractual					
Audit Fees	43,543	41,000	36,820	31,100	25,000
Travel	42,369	48,185	27,273	33,002	29,620
Telephone	8,224	6,554	5,749	4,377	5,100
Postage	19,925	1,655	3,173	4,332	1,725
Equipment Rental	7,016	6,799	7,964	7,066	7,190
Insurance	25,091	20,683	22,970	15,528	10,566
Repair/Maint. (Grounds/Bldg/Equip)	17,497	19,499	10,311	2,907	1,700
Printing/Reproduction	73,954	5,539	6,431	6,278	4,146
Utilities (Elec, water, garb)	22,226	23,470	20,889	16,997	24,900
Advertising	3,218	2,827	7,766	1,526	1,750
Other Miscellaneous	3,979	4,923	5,162	419	4,837
Uncollectable Receivables					
Bank Service Charges	2,745			2,755	0
Office Supplies	13,870	9,853	4,494	4,743	5,211
Computer Related Expenses	40,011	41,876	27,326	22,882	21,671
Publications	226	1,338	211	0	100
Bad debt			19,736		
Dues and Memberships	32,659	35,484	14,037	24,655	25,310
Professional Development	3,225			1,813	1,000
Meetings/Events	20,580	3,065	26,771	8,766	4,750
Moving				42,418	0
Capital Outlay-Operations	27,792	15,375		4,351	5,000
Capital Outlay-Building	8,185			0	1,000
Long Term Debt (Building Loan)	127,751	127,751	127,751	21,292	0
Lease Long Term				31,500	43,750
Events	1,436				
Reserve for Operations Expense	708,484	748,896	588,437	811,779	811,779
<b>Total Cash Outlays</b>	<b>\$ 2,940,415</b>	<b>\$ 2,854,384</b>	<b>\$ 1,905,930</b>	<b>\$ 1,965,632</b>	<b>\$ 1,809,465</b>
<b>Net Income/(Loss)</b>	<b>\$ 165,507</b>	<b>\$ 40,412</b>	<b>\$ (160,459)</b>	<b>\$ 22,259</b>	<b>\$ (13,321)</b>

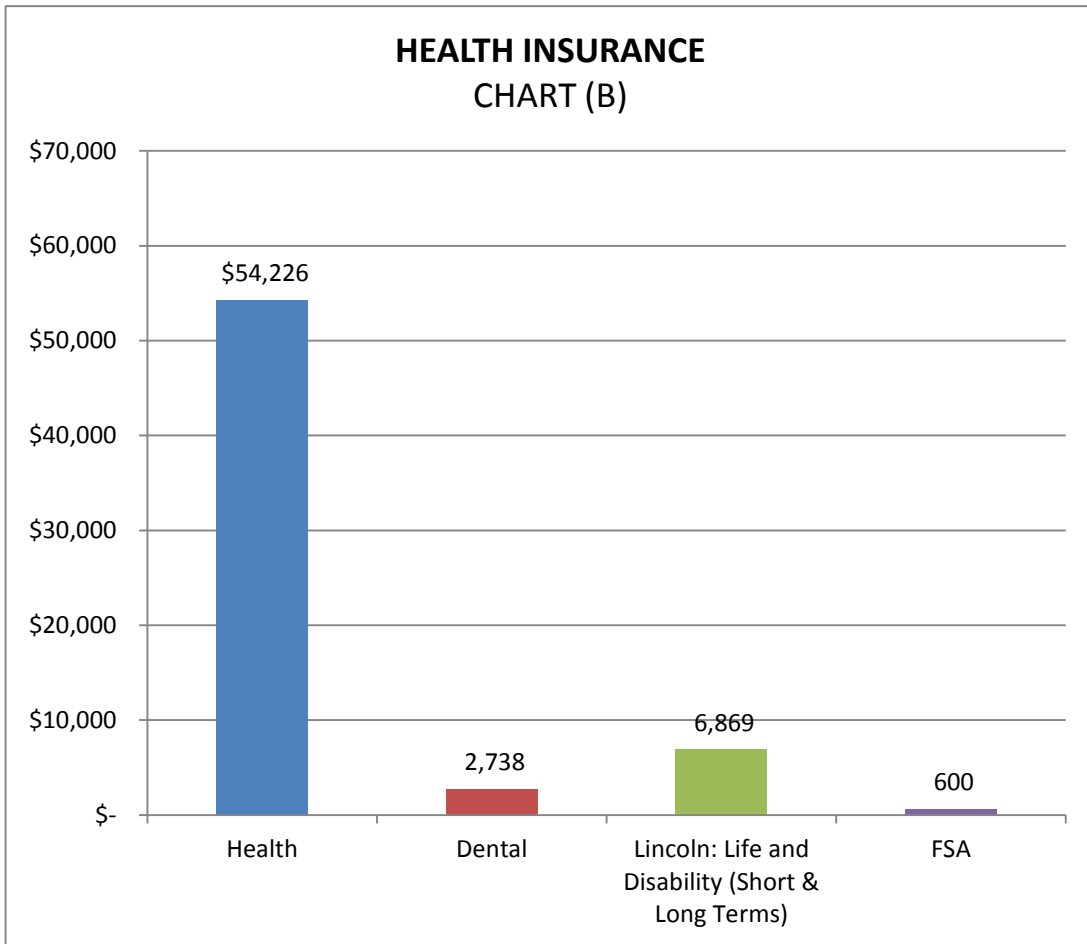
## SALARY EXPENSES

TABLE (A)

POSITION TITLE CLASSIFICATION	CLASSIFICATION LEVEL	10/1/2017 SALARY RANGE	HOURLY RATE	ANNUAL SALARY
<b>Executive Director</b>	Exempt	As determined by Council	57.13	\$ 118,830
Regional Counsel	Exempt			15,450
Planner IV (Environmental)	Exempt	27.53 - 39.89	33.64	69,971
Business Operations Manager	Exempt	25.96 - 36.06	30.37	63,170
Planner II	Exempt	18.90 - 27.31	29.18	60,694
Planner I/Operations Analyst	Exempt	18.90 - 27.31	21.17	44,034
GIS Manager	Exempt	20.26 - 32.99	32.98	68,598
<b>Total \$</b>				<b>440,748</b>

**HEALTH INSURANCE  
TABLE (B)**

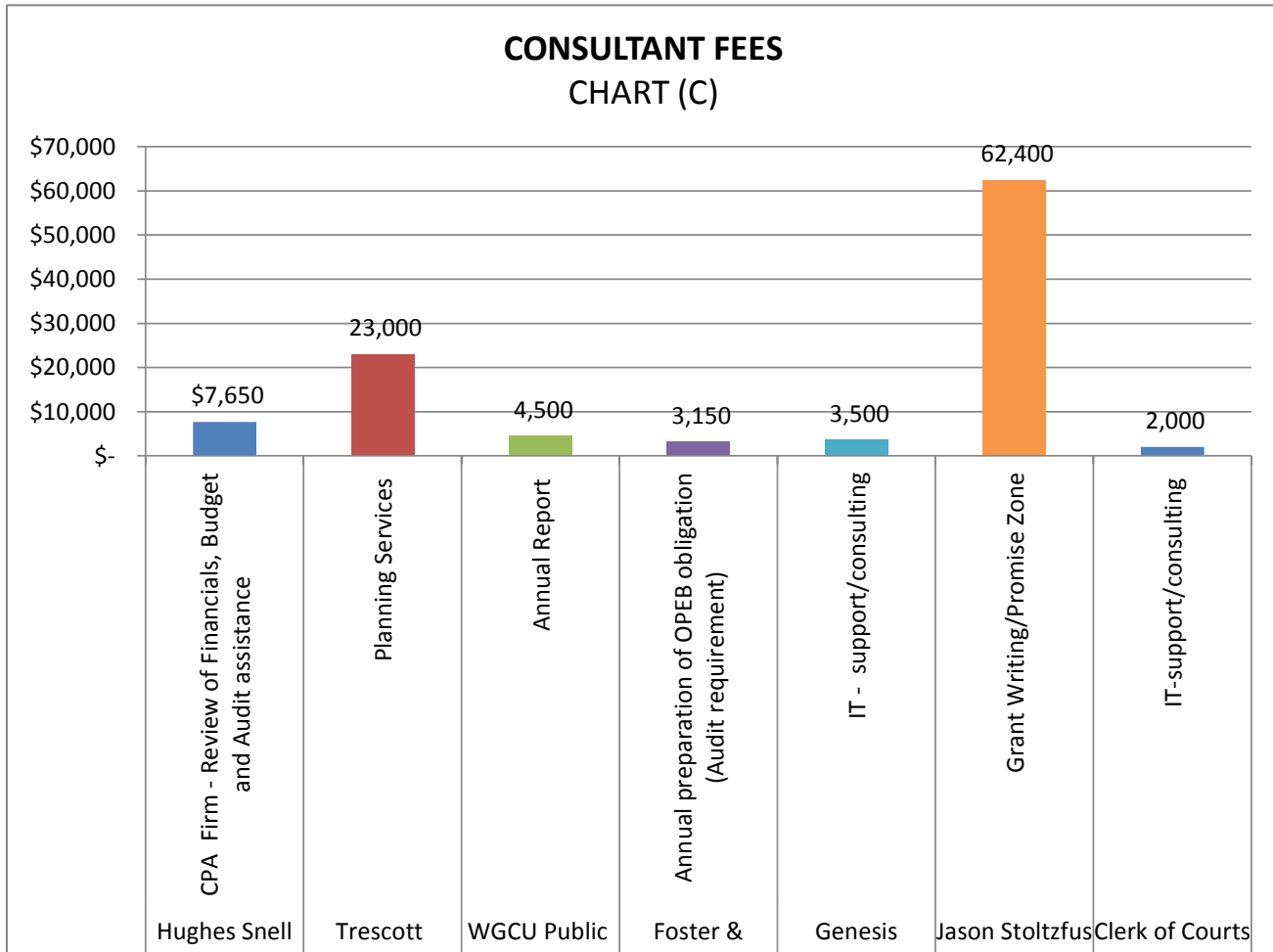
INSURANCE TYPE	COVERAGE	AMOUNT
Health	Employee Only	\$ 54,226
Dental	Employee Only	2,738
Lincoln: Life and Disability (Short & Long Terms)	Employee Only	6,869
FSA	Employee Only	600
<b>Total</b>		<b>\$ 64,433</b>



## CONSULTANT FEES

TABLE (C)

CONSULTANT	DESCRIPTION	AMOUNT
Hughes Snell & Co.	CPA Firm - Review of Financials, Budget and Audit assistance	\$ 7,650
Trescott Planning Solutions, LLC	Planning Services	23,000
WGCU Public Media	Annual Report	4,500
Foster & Foster	Annual preparation of OPEB obligation (Audit requirement)	3,150
Genesis	IT - support/consulting	3,500
Jason Stoltzfus	Grant Writing/Promise Zone	62,400
Clerk of Courts	IT-support/consulting	2,000
<b>Total</b>		<b>\$ 106,200</b>

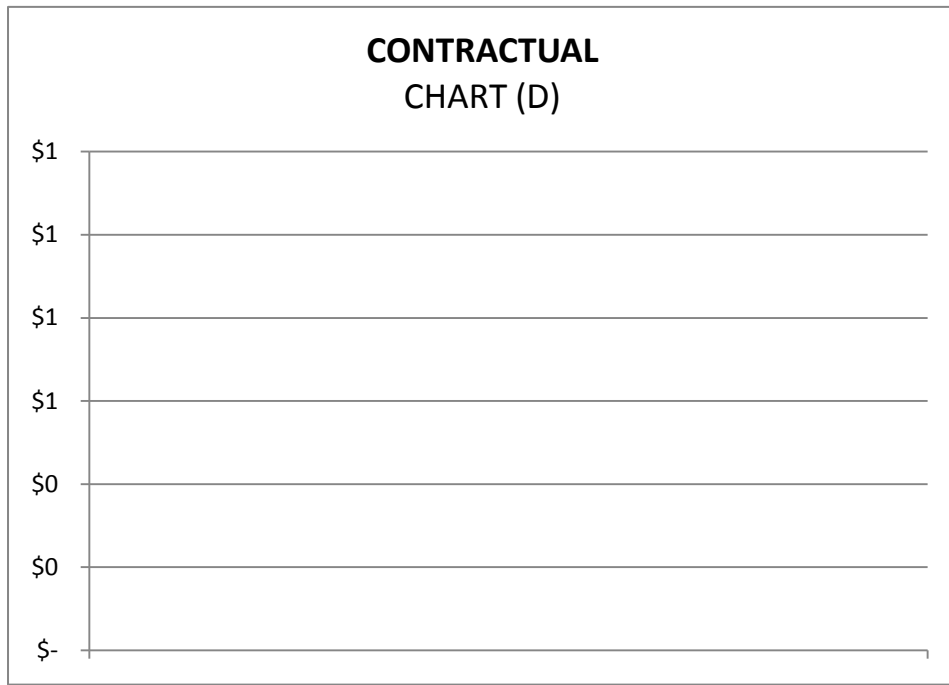




**CONTRACTUAL  
TABLE (D)**

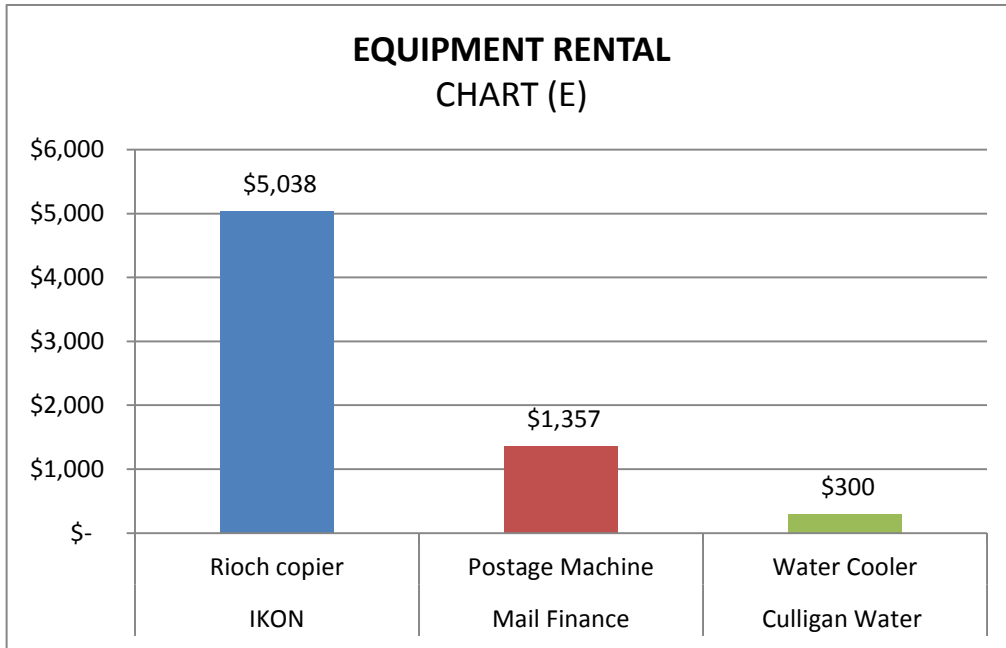
GRANT	DESCRIPTION	AMOUNT
<b>Total</b>		<b>\$ -</b>

**CONTRACTUAL  
CHART (D)**



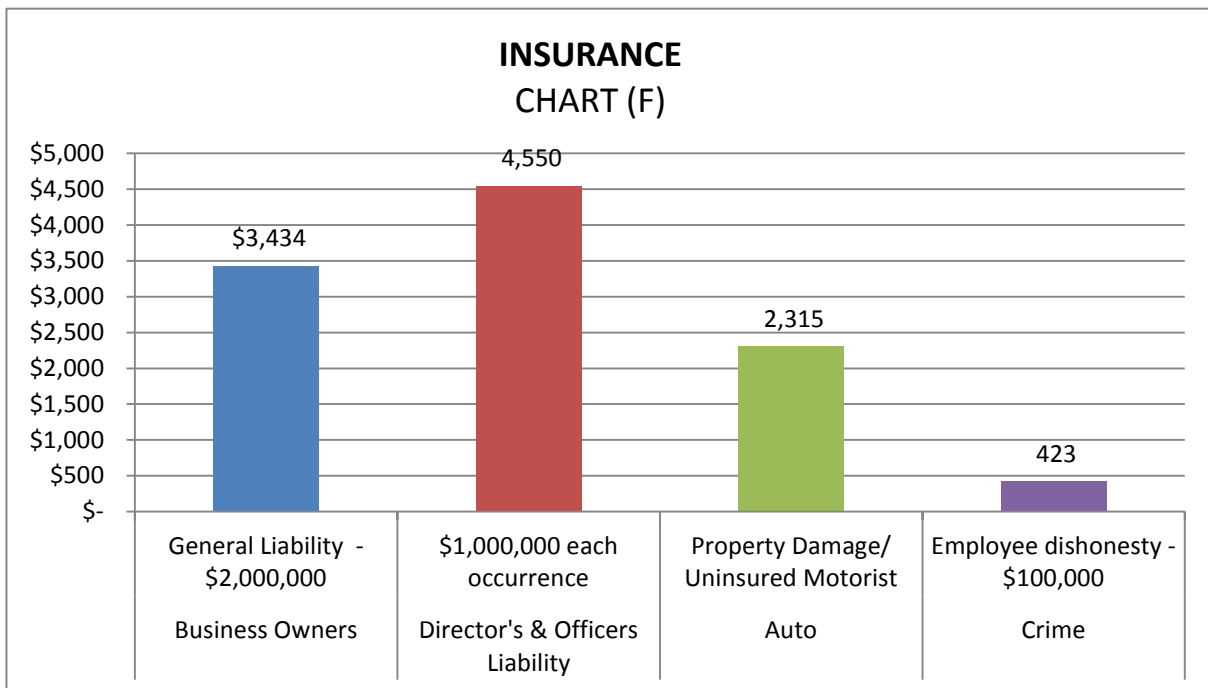
**EQUIPMENT RENTAL**  
**TABLE (E)**

	DESCRIPTION	
IKON	Rioch copier	\$ 5,038
Mail Finance	Postage Machine	\$ 1,357
Culligan Water	Water Cooler	\$ 300
<b>Total</b>		<b>\$ 6,695</b>



**INSURANCE  
TABLE (F)**

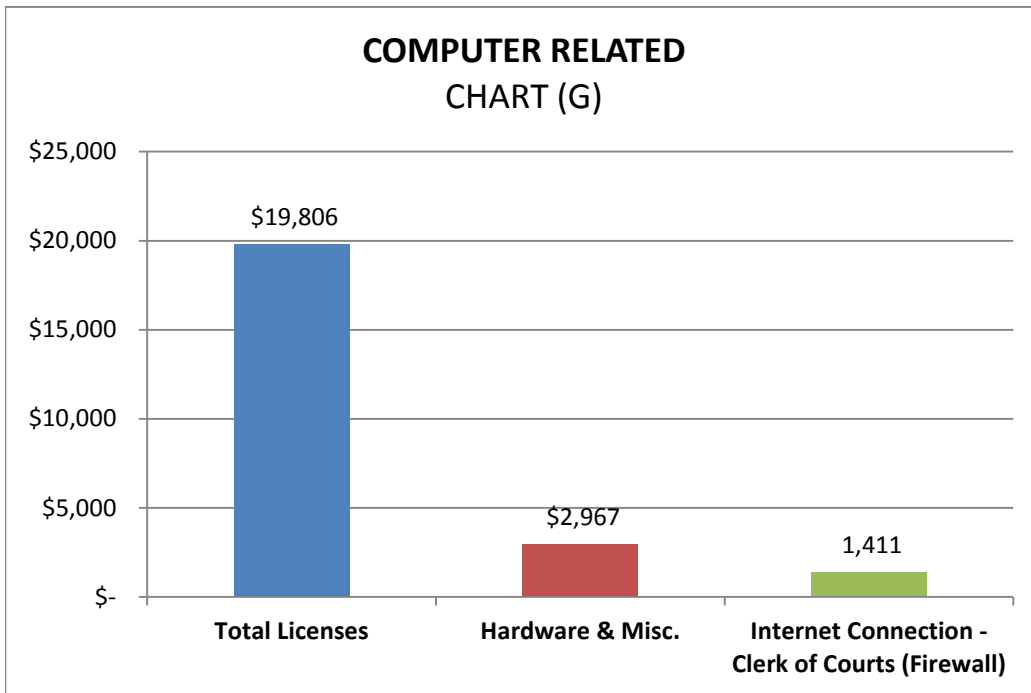
POLICY	DESCRIPTION	PREMIUM
Business Owners	General Liability -\$2,000,000	\$ 3,434
Director's & Officers Liability	\$1,000,000 each occurrence	4,550
Auto	Property Damage/ Uninsured Motorist	2,315
Crime	Employee dishonesty - \$100,000	423
<b>Total \$</b>		<b>10,722</b>



**COMPUTER RELATED  
TABLE (G)**

LICENSES	AMOUNT
Sage Peachtree ( Accounting Software)	\$ 2,506
REMI (Modeling Software)	4,500
ArcView (GIS)	8,650
VM	1,000
Bill Quick	3,150
<b>Total Licenses</b>	<b>\$ 19,806</b>

OTHER	AMOUNT
Hardware & Misc.	\$ 2,967
Internet Connection - Clerk of Courts (Firewall)	1,411
<b>Total Expenses</b>	<b>\$ 24,184</b>



## DUES & MEMBERSHIPS

TABLE (H)

ORGANIZATION	DESCRIPTION	AMOUNT
FRCA	Florida Regional Council Association	\$ 20,500
FHREDI	Florida Heartland Regional Economic Development Initiative	2,500
Misc.	Misc.	500
<b>Total</b>		<b>\$ 23,500</b>

GRANT RELATED SUBSCRIPTIONS	DESCRIPTION	AMOUNT
FEDC	Florida Economic Development Council	300
IEDC	IEDC	1,295
<b>Total Grant Related</b>		<b>\$ 1,595</b>

<b>Total</b>	<b>\$ 25,095</b>
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