

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 8C

From: Staff

Date: December 11, 2015 Council Meeting

Subject: Financial Report – October 31, 2015

Attached are the following financial statements for October 31, 2015:

Balance Sheet  
Revenue Report  
Expenditure Report

Recommendation

Council should review and accept this report and direct that it be filed.

Attachments

Treasure Coast Regional Planning Council

Balance Sheet

October 31, 2015

**ASSETS**

**Current Assets**

Cash Bank - Checking	\$1,275,805
Fixed Asset Replacement Budget (FARB)	21,189
RLF Checking	11,608
State Board of Administration - Investment Fund	4,802
Petty Cash	263
Postage Meter Funds	800
Due From Other Governmental Units	323,374
Due From TCEF	10,100
Revolving Loan Fund Receivable - FPRA	1,400,000
Prepaid Expense	140
Deposits as Security	3,894

**Total Current Assets** \$3,051,975

**Fixed Assets**

Office Furniture & Fixtures	\$104,116
Autos	54,022
Building	1,832,010
Land	500,000

**Total Fixed Assets** \$2,490,148

Less: Depreciation (\$478,181)

**Total Fixed Assets Less Depreciation** \$2,011,967

**TOTAL ASSETS** \$5,063,942

**TOTAL LIABILITIES & FUND BALANCE**

**Liabilities**

Accounts Payable	\$23,392
Benefits Payable	63,345

**Long-Term Liabilities**

Loan Payable	\$1,379,960
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**Total Liabilities** \$1,466,697

**Fund Balance**

General Reserves	\$776,027
Legal Reserves	50,000
Net Investment in Capital Assets	632,008
Restricted Fund Balance for RLF Program	1,411,607
General Fund	\$727,603

**Total Fund Balance** \$3,597,245

**TOTAL LIABILITIES AND FUND BALANCE** \$5,063,942

TREASURE COAST REGIONAL PLANNING COUNCIL  
REVENUE REPORT  
For the One Month period ending October 31, 2015

	Annual Budget	Revenue
<u>State</u>		
FDEM - SARA Title III [LEPC]	\$36,000	\$0
SLC - Hazards Analysis	4,449	0
SLC Small Quantity Generator Project 2015-2016	15,500	0
Subtotal	<u>\$55,949</u>	<u>\$0</u>
<u>Federal</u>		
EPA - Revolving Loan Fund Management	\$20,000	\$0
EPA - Assessment	170,800	0
HMEP-Training	49,227	0
HMEP-Planning	22,000	0
FDOT Land Use & Transportation Study	102,300	0
EDA Capacity Grant	15,000	0
EDA Planning	80,000	0
Subtotal	<u>\$459,327</u>	<u>\$0</u>
<u>Local</u>		
So. FL Reg. Transportation Authority	\$100,000	\$0
PBC - MPO Planning	150,000	0
Riviera Beach Planning Services	10,000	0
Delray Beach Planning Services	10,000	0
Boynton Beach Planning Services	10,000	0
Vero Beach Cultural Arts Village	5,000	0
North Palm Beach Community Master Plan	190,000	36,495
Fellsmere EDA Grant Management	1,500	10,500
Subtotal	<u>\$476,500</u>	<u>\$46,995</u>
<u>Local Dues</u>		
Palm Beach County	\$584,902	\$584,902
Martin County	63,892	63,892
St. Lucie County	121,613	121,613
Indian River County	60,611	60,611
Subtotal	<u>\$831,018</u>	<u>\$831,018</u>
<u>Miscellaneous</u>		
DRI Fees	\$5,000	\$250
Interest	1,000	2
Miscellaneous	1,000	0
Projected Revenue from Pending Contracts	281,685	0
Subtotal	<u>\$288,685</u>	<u>\$252</u>
<b>Total Revenue</b>	<b><u>\$2,111,479</u></b>	<b><u>\$878,265</u></b>

TREASURE COAST REGIONAL PLANNING COUNCIL  
EXPENDITURE REPORT  
For the One Month period ending October 31, 2015

	Annual Budget	Percent Used	Year To Date	Current Period	Balance
Salaries	\$789,000	5	\$41,979	\$41,979	\$747,021
Benefits	355,000	5	18,955	18,955	336,045
Occupancy Expenses	7,000	13	903	903	6,097
Insurance	22,000	51	11,196	11,196	10,804
Insurance-Brownfields	6,000	50	3,000	3,000	3,000
Equipment Maintenance	18,000	23	4,133	4,133	13,867
Office Supplies & Expenses	50,000	5	2,560	2,560	47,440
Graphics	2,000	0	0	0	2,000
Copying	40,000	2	817	817	39,183
Telephone	15,000	6	920	920	14,080
Postage	5,000	1	51	51	4,949
Travel	70,000	6	3,903	3,903	66,097
Dues & Memberships	32,000	67	21,492	21,492	10,508
Training & Conferences	4,500	9	420	420	4,080
Education	2,500	0	0	0	2,500
Library & Publications	500	0	0	0	500
Legal Advertising	2,500	7	174	174	2,326
Legal Fees	25,000	4	1,100	1,100	23,900
Audit Fees	11,500	0	0	0	11,500
Utilities	12,000	6	701	701	11,299
Note Principal	117,047	8	9,711	9,711	107,336
Note Interest	53,032	8	4,463	4,463	48,569
Subtotal	<u>\$1,639,579</u>	<u>8</u>	<u>\$126,478</u>	<u>\$126,478</u>	<u>\$1,513,101</u>
Consultants - Planning	451,900	5	22,637	22,637	429,263
Subtotal	<u>\$2,091,479</u>	<u>7</u>	<u>\$149,115</u>	<u>\$149,115</u>	<u>\$1,942,364</u>
Capital Outlay	15,000	0	0	0	15,000
Capital Outlay - Building (FARB)	5,000	31	1,550	1,550	3,450
<b>Totals</b>	<u><b>\$2,111,479</b></u>	<u><b>7</b></u>	<u><b>\$150,665</b></u>	<u><b>\$150,665</b></u>	<u><b>\$1,960,814</b></u>