

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 8B

From: Staff

Date: February 19, 2016 Council Meeting

Subject: Financial Report – December 31, 2015

Attached are the following financial statements for December 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
December 31, 2015

ASSETS

Current Assets

Cash Bank - Checking	\$1,189,209
Fixed Asset Replacement Budget (FARB)	21,310
RLF Checking	11,609
State Board of Administration - Investment Fund	0
Petty Cash	400
Postage Meter Funds	800
Due From Other Governmental Units	195,004
Due From TCEF	10,100
Revolving Loan Fund Receivable - FPRA	1,400,000
Prepaid Expense	670
Other Receivable	195
Deposits as Security	3,894
Total Current Assets	\$2,833,191

Fixed Assets

Office Furniture & Fixtures	\$104,116
Autos	54,022
Building	1,833,560
Land	500,000
Total Fixed Assets	\$2,491,698
Less: Depreciation	(\$486,818)

Total Fixed Assets Less Depreciation	\$2,004,881
TOTAL ASSETS	\$4,838,071

TOTAL LIABILITIES & FUND BALANCE

Liabilities

Accounts Payable	\$38,223
Benefits Payable	69,813

Long-Term Liabilities

Loan Payable	\$1,365,595
Total Liabilities	\$1,473,631

Fund Balance

General Reserves	\$776,027
Legal Reserves	50,000
Net Investment in Capital Assets	639,286
Restricted Fund Balance for RLF Program	1,411,608
General Fund	487,519

Total Fund Balance	\$3,364,440
TOTAL LIABILITIES AND FUND BALANCE	\$4,838,071

TREASURE COAST REGIONAL PLANNING COUNCIL
REVENUE REPORT
For the Three Month period ending December 31, 2015

	Annual Budget	Revenue
<u>State</u>		
FDEM - SARA Title III [LEPC]	\$36,000	\$12,000
SLC - Hazards Analysis	4,449	0
SLC Small Quantity Generator Project 2015-2016	15,500	0
Subtotal	<u>\$55,949</u>	<u>\$12,000</u>
<u>Federal</u>		
EPA - Revolving Loan Fund Management	\$20,000	\$4,720
EPA - Brownfields Assessment Grant	170,800	7,891
HMEP-Training	49,227	921
HMEP-Planning	22,000	0
FDOT Land Use & Transportation Study	102,300	4,106
EDA Capacity Grant	15,000	
EDA Planning	80,000	10,979
Subtotal	<u>\$459,327</u>	<u>\$28,617</u>
<u>Local</u>		
So. FL Reg. Transportation Authority	\$100,000	\$25,000
PBC - MPO Planning	150,000	6,250
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
Town of Jupiter / Indiantown Road Study	0	9,705
Fellsmere EDA Grant Management	1,500	10,500
Tequesta Town Planning Services	0	8,000
Hernando Hazards Analysis	0	2,666
Subtotal	<u>\$476,500</u>	<u>\$98,616</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	\$500
Interest	1,000	126
Miscellaneous	1,000	255
Projected Revenue from Pending Contracts	281,685	0
Subtotal	<u>\$288,685</u>	<u>\$881</u>
Total Revenue	<u>\$2,111,479</u>	<u>\$971,132</u>

TREASURE COAST REGIONAL PLANNING COUNCIL
EXPENDITURE REPORT
For the Three Month period ending December 31, 2015

	Annual Budget	Percent Used	Year To Date	Current Period	Balance
Salaries	\$789,000	26	\$202,965	\$95,421	\$586,035
Benefits	355,000	20	72,649	31,462	282,351
Occupancy Expenses	7,000	35	2,469	1,063	4,531
Insurance	22,000	53	11,645	225	10,355
Insurance-Brownfields	6,000	50	3,000	0	3,000
Equipment Maintenance	18,000	31	5,633	750	12,367
Office Supplies & Expenses	50,000	15	7,383	2,572	42,617
Graphics	2,000	0	0	0	2,000
Copying	40,000	5	2,191	1,366	37,809
Telephone	15,000	18	2,668	798	12,332
Postage	5,000	7	353	297	4,647
Travel	70,000	17	11,664	3,642	58,336
Dues & Memberships	32,000	76	24,393	901	7,607
Training & Conferences	4,500	9	420	0	4,080
Education	2,500	0	0	0	2,500
Library & Publications	500	0	0	0	500
Legal Advertising	2,500	15	381	0	2,119
Legal Fees	25,000	20	5,000	2,750	20,000
Audit Fees	11,500	100	11,500	11,500	0
Utilities	12,000	13	1,587	404	10,413
Note Principal	117,047	23	26,575	7,271	90,472
Note Interest	53,032	25	13,445	4,402	39,587
Subtotal	<u>\$1,639,579</u>	<u>25</u>	<u>\$405,921</u>	<u>\$164,824</u>	<u>\$1,233,658</u>
Consultants - Planning	451,900	15	69,690	26,939	382,210
Subtotal	<u>\$2,091,479</u>	<u>23</u>	<u>\$475,611</u>	<u>\$191,763</u>	<u>\$1,615,868</u>
Capital Outlay	15,000	0	0	0	15,000
Capital Outlay - Building (FARB)	5,000	160	8,000	0	-3,000
Totals	<u>\$2,111,479</u>	<u>23</u>	<u>\$483,611</u>	<u>\$191,763</u>	<u>\$1,627,868</u>