

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 8A

From: Staff

Date: March 18, 2016 Council Meeting

Subject: Financial Report – January 31, 2016

Attached are the following financial statements for January 31, 2016:

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  
January 31, 2016

**ASSETS**

<b>Current Assets</b>	
Cash Bank - Checking	\$1,047,841
Fixed Asset Replacement Budget (FARB)	21,310
RLF Checking	11,610
State Board of Administration - Investment Fund	0
Petty Cash	400
Postage Meter Funds	800
Due From Other Governmental Units	246,231
Due From TCEF	20,178
Revolving Loan Fund Receivable - FPRA	1,400,000
Prepaid Expense	730
Other Receivable	316
Deposits as Security	3,894
<b>Total Current Assets</b>	<b>\$2,753,310</b>
<b>Fixed Assets</b>	
Office Furniture & Fixtures	\$104,116
Autos	54,022
Building	1,833,560
Land	500,000
<b>Total Fixed Assets</b>	<b>\$2,491,698</b>
	Less: Depreciation
	(\$491,136)
<b>Total Fixed Assets Less Depreciation</b>	<b>\$2,000,562</b>
<b>TOTAL ASSETS</b>	<b>\$4,753,872</b>

**TOTAL LIABILITIES & FUND BALANCE**

<b>Liabilities</b>	
Accounts Payable	\$84,052
Benefits Payable	73,339
<b>Long-Term Liabilities</b>	
Loan Payable	\$1,358,444
<b>Total Liabilities</b>	<b>\$1,515,835</b>
<b>Fund Balance</b>	
General Reserves	\$776,027
Legal Reserves	50,000
Net Investment in Capital Assets	642,118
Restricted Fund Balance for RLF Program	1,411,609
General Fund	358,283
<b>Total Fund Balance</b>	<b>\$3,238,037</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$4,753,872</b>

TREASURE COAST REGIONAL PLANNING COUNCIL  
REVENUE REPORT  
For the Four Month period ending January 31, 2016

	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	5,398
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>\$33,094</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
Lake Clarke Shores Finding of Necessity	0	10,000
Town of Jupiter / Indiantown Road Study	0	42,055
Indian River Lagoon Economic Study	0	15,000
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>\$155,966</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	\$750
Interest	1,000	127
Miscellaneous	1,000	255
Projected Revenue from Pending Contracts	281,685	0
Subtotal	<u>\$288,685</u>	<u>\$1,132</u>
<b>Total Revenue</b>	<b><u>\$2,111,479</u></b>	<b><u>\$1,033,210</u></b>

TREASURE COAST REGIONAL PLANNING COUNCIL  
EXPENDITURE REPORT  
For the Four Month period ending January 31, 2016

	Annual Budget	Percent Used	Year To Date	Current Period	Balance
Salaries	\$789,000	34	\$271,213	\$68,248	\$517,787
Benefits	355,000	28	99,205	26,556	255,795
Occupancy Expenses	7,000	42	2,972	503	4,028
Insurance	22,000	54	11,870	225	10,130
Insurance-Brownfields	6,000	50	3,000	0	3,000
Equipment Maintenance	18,000	35	6,383	750	11,617
Office Supplies & Expenses	50,000	27	13,467	6,084	36,532
Graphics	2,000	0	0	0	2,000
Copying	40,000	9	3,562	1,371	36,438
Telephone	15,000	23	3,381	713	11,619
Postage	5,000	16	779	426	4,221
Travel	70,000	22	15,352	3,688	54,648
Dues & Memberships	32,000	80	25,478	1,085	6,522
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	20	494	112	2,007
Legal Fees	25,000	30	7,450	2,450	17,550
Audit Fees	11,500	100	11,500	0	0
Utilities	12,000	20	2,377	790	9,623
Note Principal	117,047	33	38,726	12,151	78,321
Note Interest	53,032	34	17,967	4,522	35,065
Subtotal	<u>\$1,639,579</u>	<u>33</u>	<u>\$535,596</u>	<u>\$129,674</u>	<u>\$1,103,983</u>
Consultants - Planning	451,900	29	131,329	61,639	320,571
Subtotal	<u>\$2,091,479</u>	<u>32</u>	<u>\$666,925</u>	<u>\$191,313</u>	<u>\$1,424,554</u>
Capital Outlay	15,000	0	0	0	15,000
Capital Outlay - Building (FARB)	5,000	160	8,000	0	-3,000
<b>Totals</b>	<u><u>\$2,111,479</u></u>	<u><u>32</u></u>	<u><u>\$674,925</u></u>	<u><u>\$191,313</u></u>	<u><u>\$1,436,554</u></u>