

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 7C2

From: Staff

Date: September 16, 2016 Council Meeting

Subject: Financial Report – July 31, 2016

Attached are the following financial statements for July 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  
July 31, 2016

**ASSETS**

**Current Assets**

Cash Bank - Checking	\$642,046
Fixed Asset Replacement Budget (FARB)	13,311
RLF Checking	11,614
State Board of Administration - Investment Fund	0
Petty Cash	400
Postage Meter Funds	800
Due From Other Governmental Units	306,749
Due From TCEF	31,372
Revolving Loan Fund Receivable - FPRA	1,400,000
Prepaid Expense & Other Receivable	487
Deposits as Security	394
<b>Total Current Assets</b>	<u>\$2,407,173</u>

**Fixed Assets**

Office Furniture & Fixtures	\$104,116
Autos	54,022
Building	1,840,676
Land	500,000
<b>Total Fixed Assets</b>	<u>\$2,498,814</u>
<b>Less: Depreciation</b>	<u>(\$512,700)</u>
<b>Total Fixed Assets Less Depreciation</b>	<u>\$1,986,114</u>
<b>TOTAL ASSETS</b>	<u><u>\$4,393,287</u></u>

**TOTAL LIABILITIES & FUND BALANCE**

**Liabilities**

Accounts Payable	\$52,006
Benefits Payable	85,670

**Long-Term Liabilities**

Loan Payable	\$1,314,140
<b>Total Liabilities</b>	<u>\$1,451,816</u>

**Fund Balance**

General Reserves	\$776,027
Legal Reserves	50,000
Net Investment in Capital Assets	671,974
Restricted Fund Balance for RLF Program	1,411,615
General Fund	31,855
<b>Total Fund Balance</b>	<u>\$2,941,472</u>

**TOTAL LIABILITIES AND FUND BALANCE** \$4,393,287

TREASURE COAST REGIONAL PLANNING COUNCIL  
REVENUE REPORT  
For the Ten-Month period ending July 31, 2016

	Annual Budget	Revenue
<u>State</u>		
FDEM - SARA Title III [LEPC]	\$50,750	\$36,000
SLC - Hazards Analysis	4,449	6,499
SLC Small Quantity Generator Project 2015-2016	15,500	0
Hernando Hazards Analysis	2,666	2,666
SLC Local Mitigation Plan Strategy	17,778	17,778
MC/SLC/IRC Full Scale Exercise	17,000	3,516
SRES Summary Update	0	13,000
Subtotal	\$108,143	\$79,459
<u>Federal</u>		
EPA - Revolving Loan Fund Management	\$9,720	\$10,072
EPA - Brownfields Assessment Grant	87,891	58,732
HMEP-Training	53,704	13,165
HMEP-Planning	22,921	921
FDOT Land Use & Transportation Study	70,657	58,157
EDA Capacity Grant	10,000	0
EDA Planning	61,451	24,812
Subtotal	\$316,344	\$165,859
<u>Local</u>		
So. FL Reg. Transportation Authority	\$100,000	\$75,000
PBC - MPO Planning	146,559	94,331
Riviera Beach Planning Services	6,740	6,740
Delray Beach Planning Services	5,000	10,300
Boynton Beach Planning Services	23,500	23,600
North Palm Beach Community Master Plan	190,000	168,962
Lake Clarke Shores Finding of Necessity	20,000	20,000
Lake Clarke Shores Master Plan	50,000	40,000
Town of Jupiter / Indiantown Road Study	64,700	42,055
Indian River Lagoon Economic Study	100,000	100,000
Fellsmere EDA Grant Management	14,000	14,000
Tequesta Town Planning Services	8,000	8,000
Boca Raton 20th Street	5,000	0
SFRC Coastal Resiliency	5,000	0
PBCSD Adult Community Education Center	1,500	1,500
CFRPC Lakeland Charrette	225,000	165,750
C-51 Boatlift	25,000	0
Dania Beach SFRTA TOD Charrette	25,000	0
Subtotal	\$1,014,999	\$770,238

TREASURE COAST REGIONAL PLANNING COUNCIL  
 REVENUE REPORT  
 For the Ten-Month period ending July 31, 2016

	Annual Budget	Revenue
<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	\$2,500	\$4,000
Interest	1,000	132
Miscellaneous	1,000	1,361
Subtotal	<u>\$4,500</u>	<u>\$5,493</u>
 Total Revenue	 <u><u>\$2,275,004</u></u>	 <u><u>\$1,852,067</u></u>

TREASURE COAST REGIONAL PLANNING COUNCIL  
EXPENDITURE REPORT  
For the Ten-Month period July 31, 2016

	Annual Budget	Percent Used	Year To Date	Current Period	Balance
Salaries	\$808,000	87	\$700,438	\$64,652	\$107,562
Benefits	360,000	72	259,277	25,941	100,723
Occupancy Expenses	8,000	90	7,204	737	796
Insurance	22,000	91	19,962	7,065	2,038
Insurance-Brownfields	3,000	100	3,000	0	0
Equipment Maintenance	18,000	67	12,062	750	5,938
Office Supplies & Expenses	50,000	55	27,560	1,884	22,440
Graphics	2,000	21	415	270	1,585
Copying	24,000	50	11,915	1,366	12,085
Telephone	15,000	57	8,587	945	6,413
Postage	5,000	48	2,404	129	2,596
Travel	70,000	85	59,470	3,507	10,530
Dues & Memberships	32,000	86	27,543	0	4,457
Training & Conferences	7,500	94	7,040	0	460
Education	2,500	3	70	70	2,430
Library & Publications	500	48	240	0	260
Legal Advertising	2,500	69	1,720	438	780
Legal Fees	25,000	79	19,800	1,900	5,200
Audit Fees	11,500	100	11,500	0	0
Utilities	12,000	71	8,482	2,122	3,518
Note Principal	86,624	113	98,030	9,411	-11,406
Note Interest	49,565	83	41,109	4,114	8,456
Subtotal	<u>\$1,614,689</u>	<u>82</u>	<u>\$1,327,828</u>	<u>\$125,301</u>	<u>\$286,861</u>
Consultants - Planning	640,315	76	483,709	42,748	156,606
Subtotal	<u>\$2,255,004</u>	<u>80</u>	<u>\$1,811,537</u>	<u>\$168,049</u>	<u>\$443,467</u>
Capital Outlay	15,000	0	0	0	15,000
Capital Outlay - Building (FARB)	5,000	173	8,666	-1,550	-3,666
<b>Totals</b>	<u><b>\$2,275,004</b></u>	<u><b>80</b></u>	<u><b>\$1,820,203</b></u>	<u><b>\$166,499</b></u>	<u><b>\$454,801</b></u>