

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 3C

From: Staff

Date: January 19, 2018 Council Meeting

Subject: Financial Report – November 30, 2017

Attached are the following financial statements for November 30, 2017:

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
November 30, 2017

ASSETS

Current Assets

Cash Bank - Checking	\$925,231
Fixed Asset Replacement Budget (FARB)	13,205
RLF Checking	1,461,836
Petty Cash	400
Postage Meter Funds	800
Due From Other Governmental Units	452,027
Due From TCEF	31,433
Revolving Loan Fund Receivable - FPRA	261,603
Prepaid Expense & Other Receivable	4,624
Deposits as Security	394
Total Current Assets	<u>\$3,151,553</u>

Fixed Assets

Office Furniture & Fixtures	\$113,237
Autos	18,000
Building	1,840,676
Land	500,000
Total Fixed Assets	<u>\$2,471,913</u>
Less: Depreciation	<u>-\$552,924</u>
Total Fixed Assets Less Depreciation	<u>\$1,918,989</u>
TOTAL ASSETS	<u><u>\$5,070,542</u></u>

TOTAL LIABILITIES & FUND BALANCE

Liabilities

Accounts Payable	\$49,128
Benefits Payable	91,635

Long-Term Liabilities

Loan Payable	<u>\$1,156,643</u>
Total Liabilities	<u>\$1,297,406</u>

Fund Balance

General Reserves	\$849,259
Legal Reserves	50,000
Net Investment in Capital Assets	762,345
Restricted Fund Balance for RLF Program	1,725,330
General Fund	386,202
Total Fund Balance	<u>\$3,773,136</u>

TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$5,070,542</u></u>
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TREASURE COAST REGIONAL PLANNING COUNCIL
REVENUE REPORT
For the Two-Month period ending November 30, 2017

	2017-2018 Budget	Current Month	Year to Date	Percent Received
<u>State</u>				
FDEM - SARA Title III (LEPC)	\$59,000	\$0	\$0	0%
SLC - Hazards Analysis	6,837	0	0	0%
TOD Pilot Planning Project	710,000	0	0	0%
SLC Small Quantity Generator Project 2017-18	24,250	0	0	0%
Hernando Hazards Analysis	2,800	0	0	0%
Subtotal	<u>\$802,887</u>	<u>\$0</u>	<u>\$0</u>	<u>0%</u>
<u>Federal</u>				
EPA - Brownfields Assessment Grant	\$142,000	\$0	\$0	0%
EPA - Revolving Loan Fund Management	6,000	0	0	0%
HMEP - Training & Planning	37,500	0	0	0%
FDOT Land Use & Transportation Study	50,000	0	0	0%
EDA Planning	70,000	0	0	0%
Subtotal	<u>\$305,500</u>	<u>\$0</u>	<u>\$0</u>	<u>0%</u>
<u>Local</u>				
SFRTA Planning Assistance	\$100,000	\$0	\$0	0%
PBC - MPO Planning	75,000	0	13,116	17%
Riviera Beach CRA Planning Services	10,000	0	0	0%
Martin County CRA Planning Services	25,000	0	0	0%
Lake Park Market Study	14,250	0	0	0%
Town of Mangonia Park - CRA	25,000	0	0	0%
Village of Palm Springs CRA	50,000	0	0	0%
Subtotal	<u>\$299,250</u>	<u>\$0</u>	<u>\$13,116</u>	<u>4%</u>
<u>Local Dues</u>				
Palm Beach County	\$598,449	\$0	\$598,449	100%
Martin County	64,874	0	0	0%
St. Lucie County	125,915	0	125,915	100%
Indian River County	62,956	0	62,956	100%
Subtotal	<u>\$852,194</u>	<u>\$0</u>	<u>\$787,320</u>	<u>92%</u>
<u>Miscellaneous</u>				
DRI Fees	\$2,500	\$250	\$250	10%
Interest	4,000	781	1,588	40%
Miscellaneous	1,000	0	0	0%
Subtotal	<u>\$7,500</u>	<u>\$1,031</u>	<u>\$1,838</u>	<u>25%</u>
Total Revenue	<u>\$2,267,331</u>	<u>\$1,031</u>	<u>\$802,274</u>	<u>35%</u>

TREASURE COAST REGIONAL PLANNING COUNCIL
EXPENDITURE REPORT
For the Two-Month period ending November 30, 2017

	2017-2018 Budget	Current Month	Year To Date	Remaining Balance	Percent Expended
Salaries	\$847,000	\$99,359	\$166,766	\$680,234	20%
Benefits	384,000	29,707	52,958	331,042	14%
Occupancy Expenses	10,000	615	789	9,211	8%
Insurance	25,900	0	13,582	12,318	52%
Equipment Maintenance	18,000	798	2,200	15,800	12%
Office Supplies & Expenses	50,000	2,341	7,840	42,160	16%
Graphics	1,000	0	0	1,000	0%
Copying	18,000	1,366	2,733	15,267	15%
Telephone	12,000	630	1,707	10,293	14%
Postage	3,000	64	91	2,909	3%
Travel	70,000	8,384	11,174	58,826	16%
Dues & Memberships	32,000	5,300	26,851	5,149	84%
Training & Conferences	14,000	-86	924	13,076	7%
Education	2,500	0	0	2,500	0%
Library & Publications	500	32	64	436	13%
Legal Advertising	3,500	91	179	3,321	5%
Legal Fees	25,000	1,100	3,150	21,850	13%
Audit Fees	11,500	0	0	11,500	0%
Utilities & Maintenance for Building	12,000	907	1,267	10,733	11%
Note Payable	132,816	13,525	27,050	105,766	20%
Subtotal	<u>\$1,672,716</u>	<u>\$164,133</u>	<u>\$319,325</u>	<u>\$1,353,391</u>	<u>19%</u>
Consultants - Planning	574,615	43,358	128,735	445,880	22%
Subtotal	<u>\$2,247,331</u>	<u>\$207,491</u>	<u>\$448,060</u>	<u>\$1,799,271</u>	<u>20%</u>
Capital Outlay	15,000	0	0	15,000	0%
Capital Outlay - Building (FARB)	5,000	0	0	5,000	0%
Totals	<u>\$2,267,331</u>	<u>\$207,491</u>	<u>\$448,060</u>	<u>\$1,819,271</u>	<u>20%</u>