

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 8B1

From: Staff

Date: February 17, 2017 Council Meeting

Subject: Financial Report – December 31, 2016

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

ASSETS

Current Assets

Cash Bank - Checking	\$1,127,172
Fixed Asset Replacement Budget (FARB)	13,204
RLF Checking	1,022,603
State Board of Administration - Investment Fund	0
Petty Cash	400
Postage Meter Funds	800
Due From Other Governmental Units	355,694
Due From TCEF	31,372
Revolving Loan Fund Receivable - FPRA	701,603
Prepaid Expense & Other Receivable	4,311
Deposits as Security	394

Total Current Assets \$3,257,553

Fixed Assets

Office Furniture & Fixtures	\$105,221
Autos	54,022
Building	1,840,676
Land	500,000

Total Fixed Assets \$2,499,919

Less: Depreciation (\$538,691)

Total Fixed Assets Less Depreciation \$1,961,228

TOTAL ASSETS \$5,218,781

TOTAL LIABILITIES & FUND BALANCE

Liabilities

Accounts Payable	\$96,854
Benefits Payable	88,421

Long-Term Liabilities

Loan Payable	\$1,263,779
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Total Liabilities \$1,449,054

Fund Balance

General Reserves	\$776,027
Legal Reserves	50,000
Net Investment in Capital Assets	697,448
Restricted Fund Balance for RLF Program	1,716,429
General Fund	529,823

Total Fund Balance \$3,769,727

TOTAL LIABILITIES AND FUND BALANCE \$5,218,781

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

	Annual Budget	Revenue
<u>State</u>		
FDEM - SARA Title III (LEPC)	\$59,000	\$0
SLC - Hazards Analysis	6,837	0
FDEO Chain of Lakes Blueways Project	211,900	0
TOD Pilot Planning Project	430,000	0
SLC Small Quantity Generator Project	19,330	0
Hernando Hazards Analysis	0	2,576
Regional Full Scale Exercise	23,000	16,654
Subtotal	<u>\$750,067</u>	<u>\$19,230</u>
<u>Federal</u>		
EPA - Revolving Loan Fund Management	\$10,000	\$0
EPA - Brownfields Assessment Grant	214,200	61,092
HMEP - Training & Planning	75,000	0
FDOT Land Use & Transportation Study	50,000	15,278
EDA Planning	10,000	42,455
Subtotal	<u>\$359,200</u>	<u>\$118,825</u>
<u>Local</u>		
SFRTA Planning	\$100,000	\$25,000
No. Palm Beach Master Plan Phase I	0	24,330
PBC - MPO Planning	150,000	6,250
Riviera Beach CRA Planning Services	10,000	0
Martin County Continuing Services	0	2,000
South Dixie Highway	0	20,000
Boca Raton 20th Street Planning	20,000	0
SFRC Coastal Resiliency	10,000	10,000
CFRPC Lakeland Charrette	25,500	25,500
Subtotal	<u>\$315,500</u>	<u>\$113,080</u>
<u>Local Dues</u>		
Palm Beach County	\$592,719	\$592,719
Martin County	64,527	64,527
St. Lucie County	123,732	123,732
Indian River County	61,630	61,630
Subtotal	<u>\$842,608</u>	<u>\$842,608</u>
<u>Miscellaneous</u>		
DRI Fees	\$2,500	\$500
Interest	1,000	384
Miscellaneous	1,000	1,000
Subtotal	<u>\$4,500</u>	<u>\$1,884</u>
Total Revenue	<u><u>\$2,271,875</u></u>	<u><u>\$1,095,627</u></u>

TREASURE COAST REGIONAL PLANNING COUNCIL
EXPENDITURE REPORT
For the Three-Month period ending December 31, 2016

	Annual Budget	Percent Used	Year To Date	Current Period	Balance
Salaries	\$858,000	27	\$235,086	\$114,233	\$622,914
Benefits	394,000	26	101,157	49,386	292,843
Occupancy Expenses	10,000	17	1,653	756	8,347
Insurance	22,000	60	13,280	0	8,720
Insurance - Brownfield	3,000	0	0	0	3,000
Equipment Maintenance	18,000	26	4,716	750	13,284
Office Supplies & Expenses	50,000	22	11,036	1,431	38,964
Graphics	2,000	0	0	0	2,000
Copying	24,000	18	4,206	1,366	19,794
Telephone	15,000	13	1,966	606	13,034
Postage	5,000	16	802	343	4,198
Travel	70,000	21	14,998	6,940	55,002
Dues & Memberships	32,000	83	26,547	2,101	5,453
Training & Conferences	10,000	4	363	0	9,637
Education	2,500	17	425	0	2,075
Library & Publications	500	22	110	86	390
Legal Advertising	2,500	42	1,055	913	1,445
Legal Fees	25,000	10	2,550	1,300	22,450
Audit Fees	11,500	0	0	0	11,500
Utilities	12,000	10	1,220	389	10,780
Note Principal	84,391	34	28,585	9,559	55,806
Note Interest	47,908	25	11,990	3,966	35,918
Subtotal	<u>\$1,699,299</u>	<u>27</u>	<u>\$461,745</u>	<u>\$194,125</u>	<u>\$1,237,554</u>
Consultants - Planning	552,576	21	115,107	44,945	437,469
Subtotal	<u>\$2,251,875</u>	<u>26</u>	<u>\$576,852</u>	<u>\$239,070</u>	<u>\$1,675,023</u>
Capital Outlay	15,000	33	4,970	3,865	10,030
Capital Outlay - Building (FARB)	5,000	0	0	0	5,000
Totals	<u>\$2,271,875</u>	<u>26</u>	<u>\$581,822</u>	<u>\$242,935</u>	<u>\$1,690,053</u>