

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 3A

From: Staff

Date: May 19, 2017 Council Meeting

Subject: Financial Report – March 31, 2017

Attached are the following financial statements for March 31, 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  
March 31, 2017

**ASSETS**

**Current Assets**

Cash Bank - Checking	\$747,288
Fixed Asset Replacement Budget (FARB)	13,204
RLF Checking	1,017,194
Petty Cash	400
Postage Meter Funds	800
Due From Other Governmental Units	578,148
Due From TCEF	31,433
Revolving Loan Fund Receivable - FPRA	701,603
Prepaid Expense & Other Receivable	3,783
Deposits as Security	394

Total Current Assets \$3,094,247

**Fixed Assets**

Office Furniture & Fixtures	\$105,221
Autos	57,887
Building	1,840,676
Land	500,000

Total Fixed Assets \$2,503,784

Less: Depreciation (\$551,812)

Total Fixed Assets Less Depreciation \$1,951,972

**TOTAL ASSETS** \$5,046,219

**TOTAL LIABILITIES & FUND BALANCE**

**Liabilities**

Accounts Payable	\$168,136
Benefits Payable	80,855

**Long-Term Liabilities**

Loan Payable	<u>\$1,234,925</u>
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Total Liabilities \$1,483,916

**Fund Balance**

General Reserves	\$789,223
Legal Reserves	50,000
Net Investment in Capital Assets	717,046
Restricted Fund Balance for RLF Program	1,718,796
General Fund	287,238

Total Fund Balance \$3,562,303

**TOTAL LIABILITIES AND FUND BALANCE** \$5,046,219

TREASURE COAST REGIONAL PLANNING COUNCIL  
REVENUE REPORT  
For the Six-Month period ending March 31, 2017

	Annual Budget	Revenue
<u>State</u>		
FDEM - SARA Title III (LEPC)	\$59,000	\$27,756
SLC - Hazards Analysis	6,837	0
FDEO Chain of Lakes Blueways Project	211,900	140,000
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>\$186,986</u>
<u>Federal</u>		
EPA - Revolving Loan Fund Management	\$10,000	\$0
EPA - Brownfields Assessment Grant	214,200	176,482
HMEP - Training & Planning	75,000	22,784
FDOT Land Use & Transportation Study	50,000	32,903
EDA Planning	10,000	60,207
Subtotal	<u>\$359,200</u>	<u>\$292,376</u>
<u>Local</u>		
SFRTA Planning	\$100,000	\$50,000
No. Palm Beach Master Plan Phase I	0	24,330
PBC - MPO Planning	150,000	12,500
Riviera Beach CRA Planning Services	10,000	0
Hallandale LDR2	0	40,575
Martin County CRA Retreat	0	0
Martin County CRA Pettway / Gomez Plan	0	5,600
Martin County Golf Course Workshop	0	10,500
South Dixie Highway Complete Streets Projects	0	20,000
Boca Raton 20th Street Visioning Workshop	20,000	0
SFRC Coastal Resiliency	10,000	10,000
CFRPC Lakeland Charrette	25,500	25,500
Subtotal	<u>\$315,500</u>	<u>\$199,005</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	\$1,000
Interest	1,000	1,008
Miscellaneous	1,000	1,000
Subtotal	<u>\$4,500</u>	<u>\$3,008</u>
<b>Total Revenue</b>	<b><u><u>\$2,271,875</u></u></b>	<b><u><u>\$1,523,983</u></u></b>

TREASURE COAST REGIONAL PLANNING COUNCIL  
EXPENDITURE REPORT  
For the Six-Month period ending March 31, 2017

	Annual Budget	Percent Used	Year To Date	Current Period	Balance
Salaries	\$858,000	54	\$461,853	\$74,111	\$396,147
Benefits	394,000	46	180,022	26,381	213,978
Occupancy Expenses	10,000	37	3,719	556	6,281
Insurance	22,000	61	13,361	0	8,639
Insurance - Brownfield	3,000	0	0	0	3,000
Equipment Maintenance	18,000	42	7,587	1,371	10,413
Office Supplies & Expenses	50,000	43	21,542	3,885	28,458
Graphics	2,000	0	0	0	2,000
Copying	24,000	34	8,249	2,253	15,751
Telephone	15,000	30	4,543	1,416	10,457
Postage	5,000	24	1,178	298	3,822
Travel	70,000	45	31,461	2,382	38,539
Dues & Memberships	32,000	93	29,791	1,500	2,209
Training & Conferences	10,000	68	6,785	50	3,215
Education	2,500	34	850	425	1,650
Library & Publications	500	37	184	32	316
Legal Advertising	2,500	75	1,864	58	636
Legal Fees	25,000	33	8,200	2,750	16,800
Audit Fees	11,500	100	11,500	0	0
Utilities	12,000	19	2,322	359	9,678
Note Principal	84,391	68	57,439	9,649	26,952
Note Interest	47,908	49	23,710	3,876	24,198
Subtotal	<u>\$1,699,299</u>	<u>52</u>	<u>\$876,160</u>	<u>\$131,352</u>	<u>\$823,139</u>
Consultants - Planning	552,576	64	354,605	72,898	197,971
Subtotal	<u>\$2,251,875</u>	<u>55</u>	<u>\$1,230,765</u>	<u>\$204,250</u>	<u>\$1,021,110</u>
Capital Outlay	15,000	33	4,970	0	10,030
Capital Outlay - Building (FARB)	5,000	0	0	0	5,000
<b>Totals</b>	<u><b>\$2,271,875</b></u>	<u><b>54</b></u>	<u><b>\$1,235,735</b></u>	<u><b>\$204,250</b></u>	<u><b>\$1,036,140</b></u>