



FISCAL YEAR 2025

BUDGET

OF THE SOUTHWEST FLORIDA
REGIONAL PLANNING COUNCIL

ADOPTED: September 19, 2024

SWFRPC.ORG

FY 25 PROPOSED BUDGET

OCTOBER 1, 2024 TO SEPTEMBER 30, 2025

Revenues	General Fund Budget Totals
Assessments	\$ 48,197
Secured Federal/State Grants	730,766
Secured Contractual + DRIs	34,000
Interest/Misc	2,000
Total Income (Revenue)	\$ 814,963

Expenditures (Expenses)	
<i>Direct:</i>	
Salaries (A)	\$ 280,758
Leave Time Payout	24,321
FICA	23,339
Unemployment	-
Workers Compensation	1,011
Retirement	84,346
Health Insurance (B)	38,520
Total Personnel Expenses	\$ 452,295

Expenses	
Consultants (C)	\$ 12,625
Grant/Consulting - Contractual (D)	376,824
Audit Fees	30,000
Travel	23,000
Telephone	-
Postage	-
<i>Equipment Rental (N/A) (E)</i>	-
Insurance (F)	7,044
<i>Repair/Maint. (Equip/Vehicle) (N/A)</i>	-
Printing/Reproduction	1,000
<i>Utilities (N/A)</i>	-
Advertising	1,600
Other Miscellaneous	500
Bank Service Charges	800
Office Supplies	1,000
Computer Related Expenses (G)	21,947
Dues and Memberships (H)	2,699
<i>Publications (N/A)</i>	-
<i>Professional Development (N/A)</i>	-
Meetings/Events	2,000
Capital Outlay-Operations	-
<i>Lease Long Term (N/A)</i>	-
Operational Expense	\$ 481,039

Total Cash Outlays	\$ 933,335
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Net Income/Loss	\$ (118,372)
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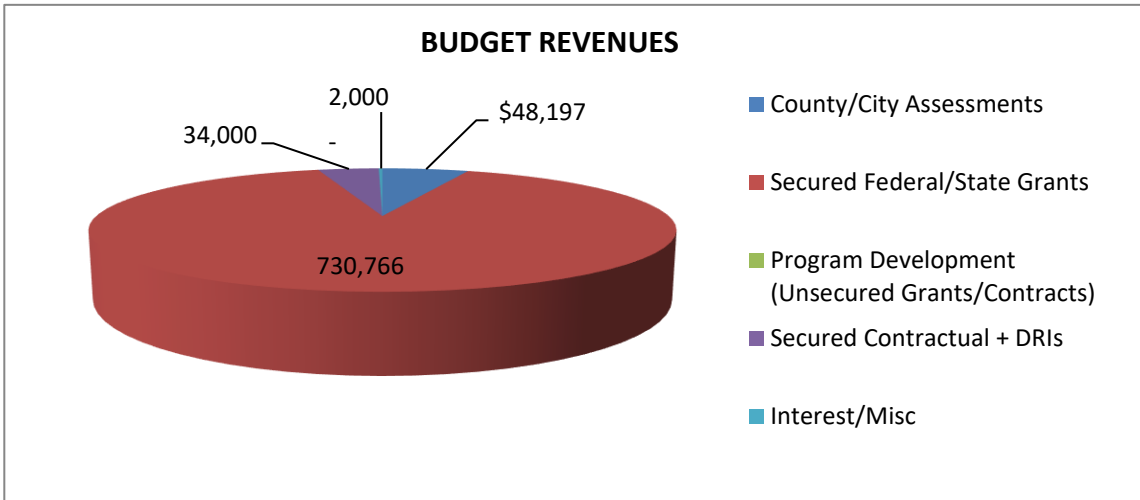
Reserves & Operating Estimate (as of 9/4/2024)	\$ 288,138
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Total Net Income with Reserves	\$ 169,766
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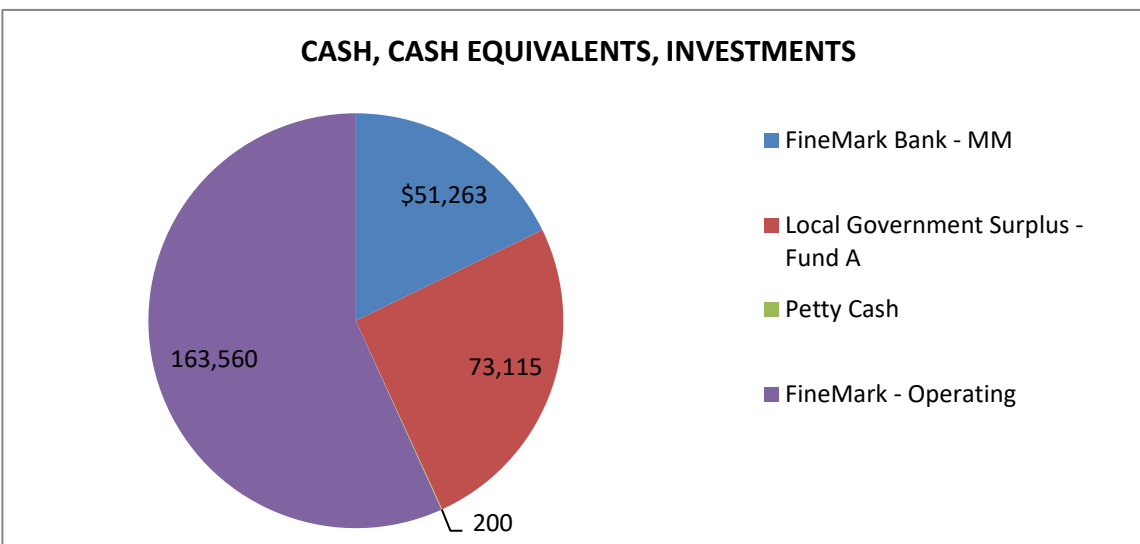
Note: Fund Balance from Audit YE 9/30/23 (FY22/23) is \$328,001 - per page 9 of the audit report. Included in the fund balance are the investments, operating funds and the net of all assets and liabilities as of 9/30/23

REVENUE SOURCES

BUDGET REVENUES	AMOUNT
County/City Assessments	\$ 48,197
Secured Federal/State Grants	730,766
Program Development (Unsecured Grants/Contracts)	-
Secured Contractual + DRIs	34,000
Interest/Misc	2,000
Total Revenue	\$ 814,963



CASH, CASH EQUIVALENTS, INVESTMENTS (as of 4/17/2024):	AMOUNT
FineMark Bank - MM	\$ 51,263
Local Government Surplus - Fund A	73,115
Petty Cash	200
FineMark - Operating	163,560
Total Cash, Cash Equivalents, Investments	\$ 288,138



FY 23 REVENUE SOURCES

OCTOBER 1, 2023 - SEPTEMBER 30, 2024

GENERAL REVENUES		SPECIAL REVENUES	
Interest/Misc.	\$ 2,000	Federal/State Grant	\$ 730,766
Assessments	\$ 48,197	Contractual & DRI	\$ 34,000
	\$ 50,197		\$ 764,766
		Total Revenues	\$ 814,963
		Program Development Unsecured/Reserves	\$ -
		Total Budget	\$ 814,963

MEMBER	POPULATION (BEER Estimates 2023)	ASSESSMENT
Glades County	12,591	3,777
City of Fort Myers	97,711	29,313
Town of Fort Myers Beach	3,255	977
City of Naples	19,306	5,792
City of Venice	27,793	8,338
Total Assessments	132,863	\$ 48,197

Additional Revenue		TOTAL
Interest/Misc.	\$ -	\$ 2,000
Total General Revenues		\$ 50,197

SPECIAL REVENUES	FEDERAL/STATE GRANTS	CONTRACTUAL	TOTAL
DEM - Title III - LEPC	\$ 90,000		90,000
DEM - HMEP Planning & Training	30,724		30,724
Lee/Collier Hazard Analysis	9,462		9,462
Brownfields	191,410		191,410
Economic Development CEDS	100,000		100,000
Economic Development IAN	71,084		71,084
FDEM Marco Island Vul Assessment	9,000		9,000
USDA - Regional Food Systems	209,448		209,448
National Community Service VISTA	19,637		19,637
FHERO		8,000	8,000
CHNEP Calendar		5,000	5,000
DRI		21,000	21,000
Total RPC Special Revenues	\$ 730,766	\$ 34,000	\$ 764,766

SWFRPC 5 YEAR BUDGET COMPARISON

Fiscal Year 2020 - Fiscal Year 2025

	Actual FY 2020	Actual FY 2021	Actual FY 2022	Actual FY 2023	Adopted Budget FY 2024	Proposed Budget FY 2025
Revenues						
Assessments	\$57,613	\$51,593	\$50,524	\$36,883	\$ 34,385	\$ 48,197
Federal/State/Local Funds/Contract.	712,720	599,958	776,418	629,945	1,036,726	730,766
Unsecured Grants/Contracts						
Contractual	22,912	138,427	79,930	8,000	11,500	13,000
DRIs/NOPCs/Monitoring	4,858	17,115	13,478	18,605		21,000
Interest/Misc	23,412	5,211	3,562	8,212	2,000	2,000
Reserves (Estimated for Use)					243,588	288,138
Fund Balance	428,877	419,591	453,577	328,001	453,577	328,001
Total Income	\$ 1,250,392	\$ 1,231,895	\$ 1,377,489	\$ 1,029,646	\$ 1,781,776	\$ 1,431,101
Expenditures						
Direct:						
Salaries - Total	\$ 285,968	\$ 254,290	\$ 251,169	\$ 251,303	\$ 249,600	\$ 280,758
Leave Time Payout						\$ 24,321
FICA/Workers Comp/Unemployment	23,583	21,865	20,054	20,233	20,158	24,350
Retirement	45,416	61,588	66,099	71,993	76,987	84,346
Health Insurance	54,934	39,826	30,708	36,008	37,511	38,520
Total Personnel Services	\$ 409,901	\$ 377,569	\$ 368,030	\$ 379,537	\$ 384,256	\$ 452,295
Consultant Fees	69,639	11,681	15,593	11,913	143,700	12,625
Grant/Consulting Expense	364,681	370,800	425,037	353,076	537,229	376,824
Audit Fees	29,650	26,500	26,500	26,450	25,000	30,000
Travel	22,141	93	5,321	6,957	1,000	23,000
Telephone	3,768	2,658	2,382	2,467	1,488	0
Postage	719	43	58	0	0	0
Equipment Rental	5,319	4,792	3,990	5,087	0	0
Insurance	7,267	6,175	6,511	6,650	6,580	7,044
Repair/Maint. (Grounds/Bldg/Equip)	133					
Printing/Reproduction	1,000	1,795	526	452	1,000	1,000
Utilities (Elec, water, garb)	6,631					
Advertising	3,332	-478	984	7,245	1,600	1,600
Other Miscellaneous	4,029	180	97	307	500	500
Bank Service Charge	17	204	650	953	800	800
Office Supplies	2,505	754	1,807	2,911	1,000	1,000
Computer Related Expenses	25,238	18,395	29,757	19,282	22,671	21,947
Publications						
Bad debt						
Dues and Memberships	10,871	259	2,560	2,500	3,059	2,699
Professional Development						
Meetings/Events	4,562	170	123	1,434	2,000	2,000
Moving						
Capital Outlay-Operations						
Moving Expense	2,757					
Lease Long Term	49,892					
Fund Balance	428,877	419,591	453,577	328,001	453,577	328,001
Total Cash Outlays	\$ 1,452,929	\$ 1,241,183	\$ 1,343,505	\$ 1,155,221	\$ 1,585,460	\$ 1,261,335
Net Income/(Loss)	\$ (202,538)	\$ (9,288)	\$ 33,984	\$ (125,575)	\$ 196,316	\$ 169,767

SALARY EXPENSES

TABLE (A)

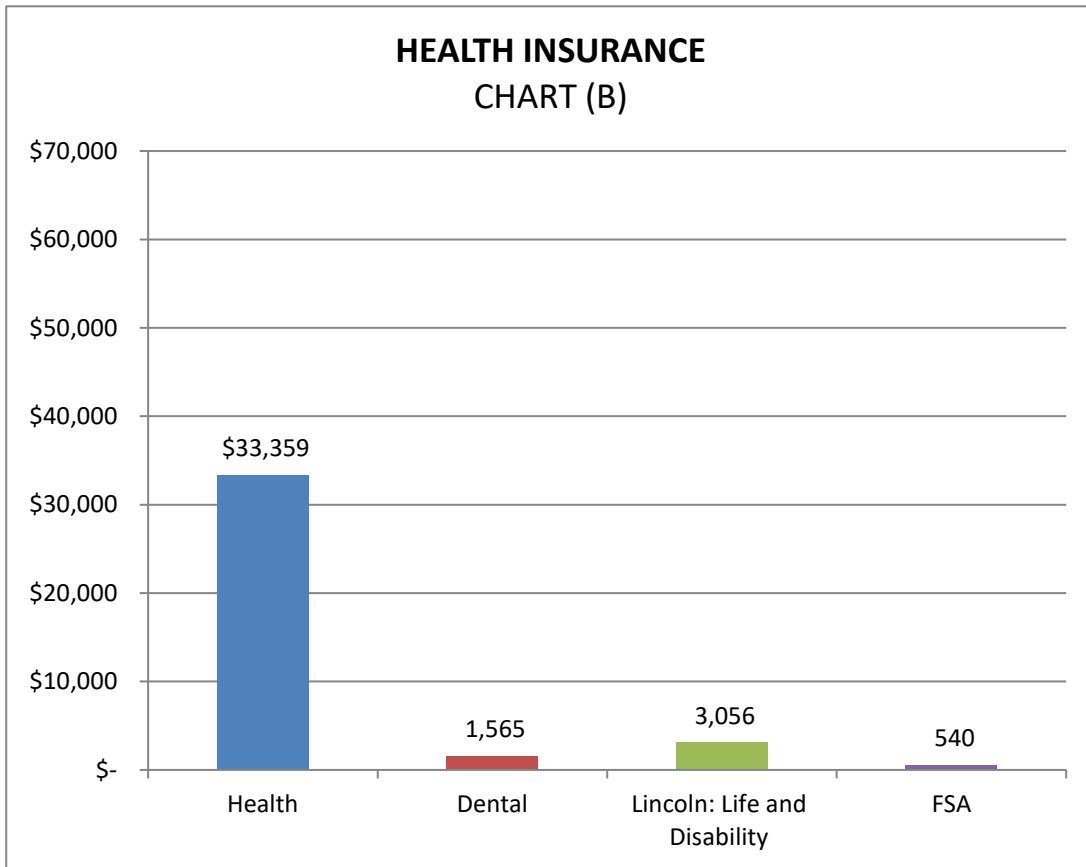
POSITION TITLE CLASSIFICATION	CLASSIFICATION LEVEL	SALARY RANGE	HOURLY RATE	ANNUAL SALARY
Executive Director	Exempt	As determined by Council	57.13	\$ 118,830
Business Operations Manager	Exempt	25.96 - 47.75	49.00	101,920
Program Manager/Vista Sup	Exempt	20.07 - 31.74	28.85	60,008
Total				\$ 280,758

LEAVE TIME

POSITION TITLE CLASSIFICATION	CLASSIFICATION LEVEL	Hours	HOURLY RATE	ANNUAL SALARY
Executive Director	Exempt	240	57.13	\$ 13,711
Business Operations Manager	Exempt	160	49.00	\$ 7,840
Program Manager/Vista Sup	Exempt	96	28.85	\$ 2,770
Total				\$ 24,321

**HEALTH INSURANCE
TABLE (B)**

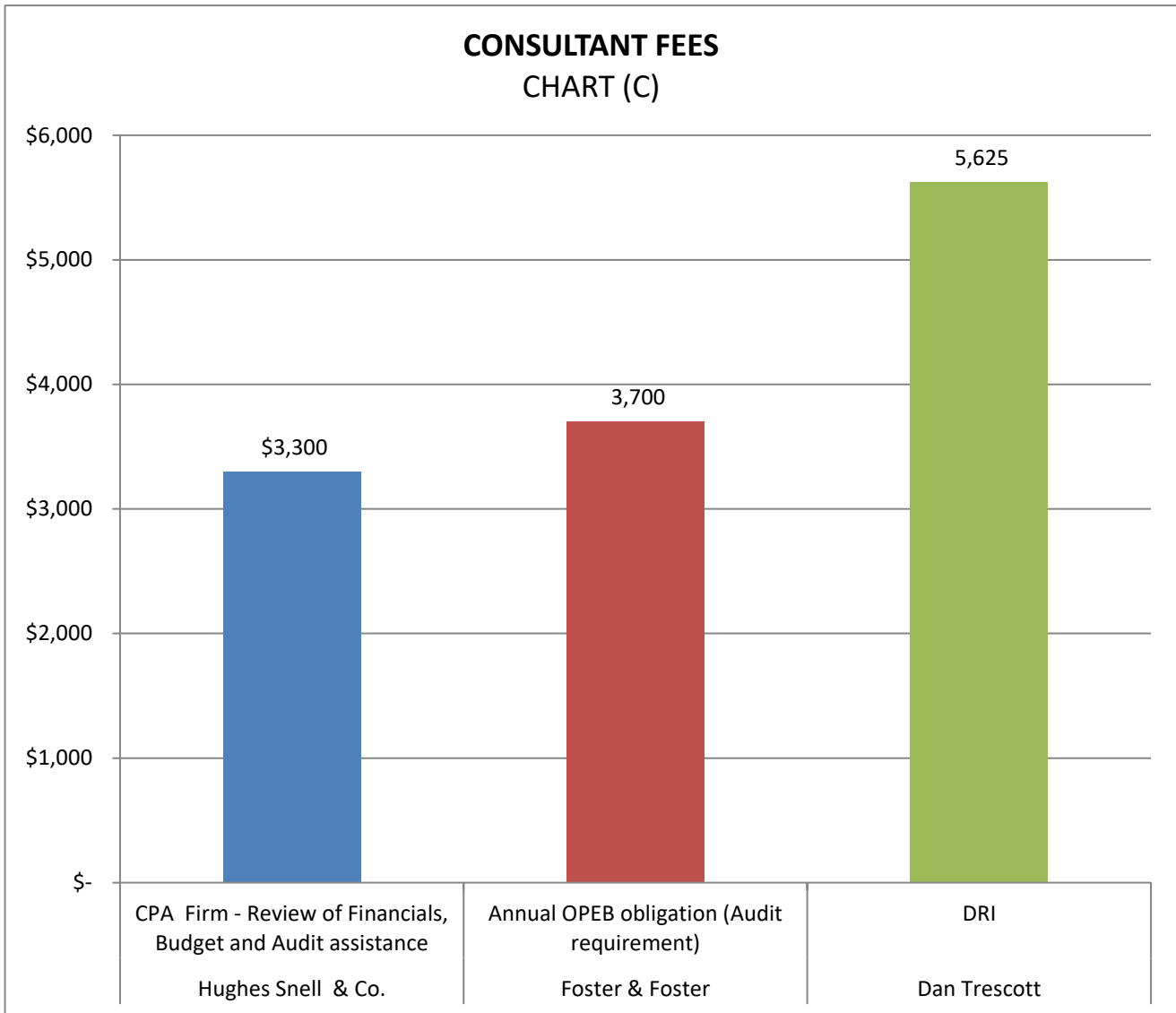
INSURANCE TYPE	COVERAGE	AMOUNT
Health	Employee Only	\$ 33,359
Dental	Employee Only	1,565
Lincoln: Life and Disability	Employee Only	3,056
FSA	Employee Only	540
Total		\$ 38,520



NOTE Coverage - Employee Only

CONSULTANT FEES
TABLE (C)

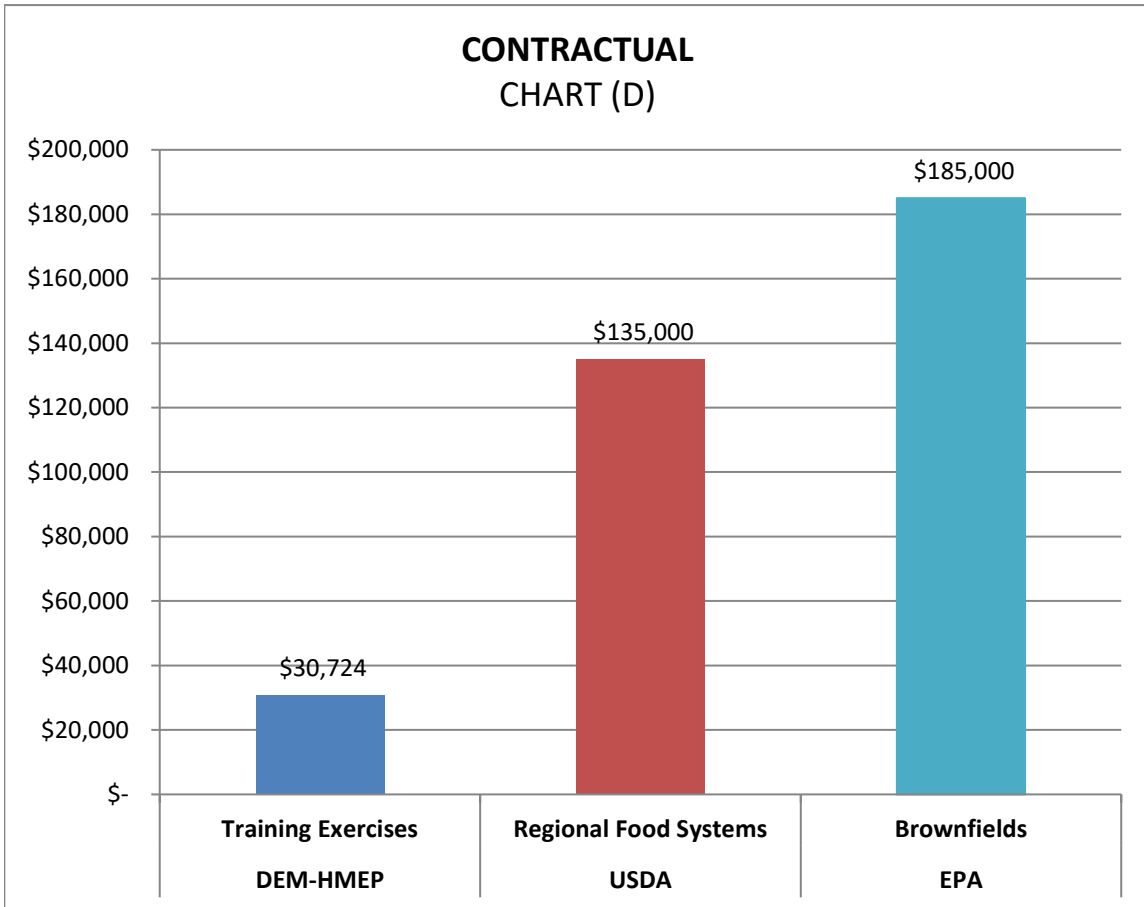
CONSULTANT	DESCRIPTION	AMOUNT
Hughes Snell & Co.	CPA Firm - Review of Financials, Budget and Audit assistance	\$ 3,300
Foster & Foster	Annual OPEB obligation (Audit requirement)	3,700
Dan Trescott	DRI	5,625
Total		\$ 12,625



**CONTRACTUAL
TABLE (D)**

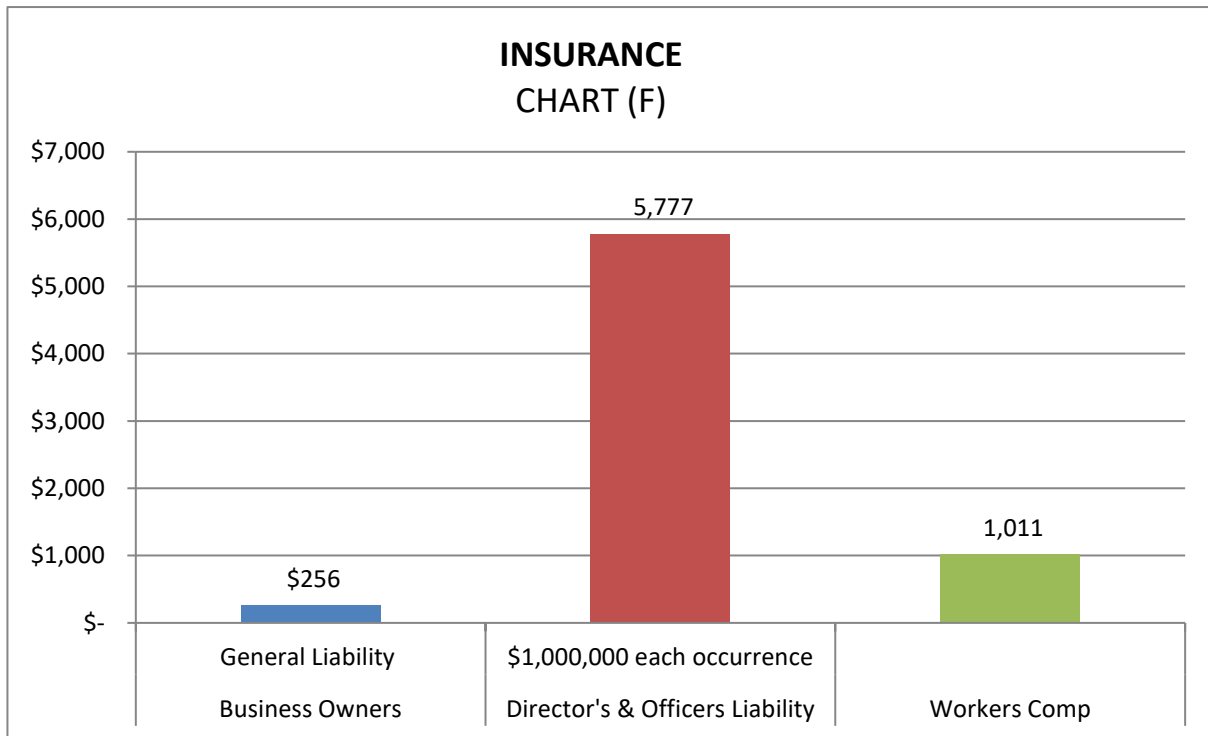
GRANT	DESCRIPTION	AMOUNT
DEM-LEPC	HazMat Exercise	\$ 26,100
DEM-HMEP	Training Exercises	\$ 30,724
USDA	Regional Food Systems	\$ 135,000
EPA	Brownfields	\$ 185,000
Total		\$ 376,824

**CONTRACTUAL
CHART (D)**



**INSURANCE
TABLE (F)**

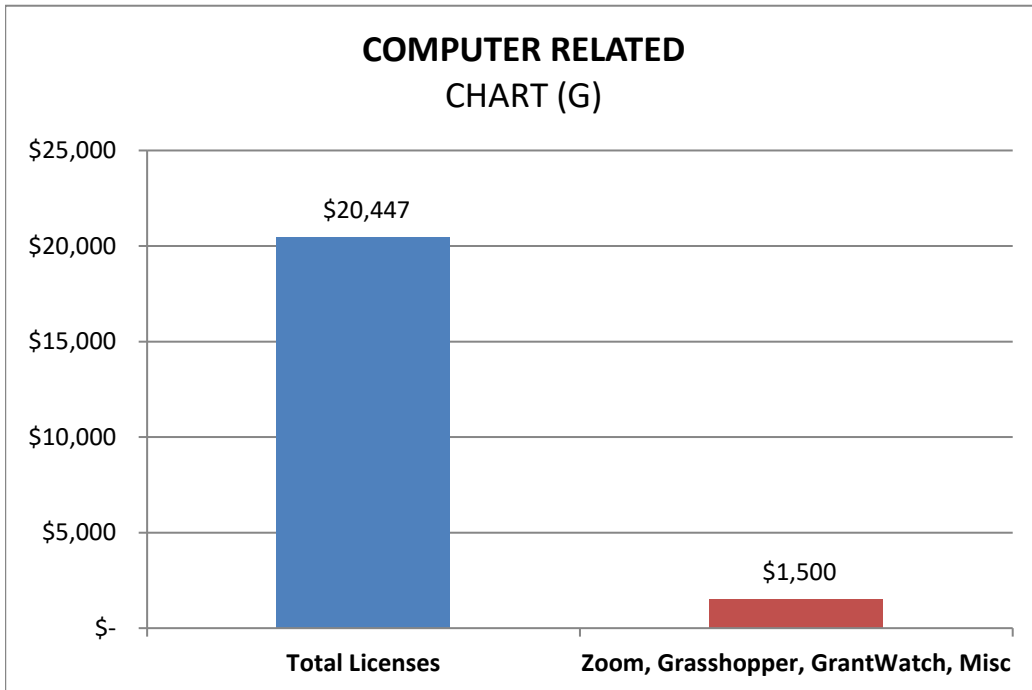
POLICY	DESCRIPTION	PREMIUM
Business Owners	General Liability	\$ 256
Director's & Officers Liability	\$1,000,000 each occurrence	5,777
Workers Comp		1,011
Total		\$ 7,044



**COMPUTER RELATED
TABLE (G)**

LICENSES	AMOUNT
Sage Peachtree (Accounting Software)	\$ 3,573
BillQuick (Timecard Software)	\$ 1,312
REMI (Modeling Software)	4,500
ArcView (GIS)	3,525
MS Office 365 (Applications & file hosting)	4,050
Summit Hosting (Sage & Billquick)	3,367
Webroot	120
Total Licenses	\$ 20,447

OTHER	AMOUNT
Zoom, Grasshopper, GrantWatch, Misc	\$ 1,500
Total Expenses	\$ 21,947



DUES & MEMBERSHIPS
TABLE (H)

ORGANIZATION	DESCRIPTION	AMOUNT
FRCA	Florida Regional Council Association	\$ -
FHERO	Florida Heartland Economic Region of Opportunity	2,500
Misc.	Misc. (Grant Watch)	199
Total		\$ 2,699

GRANT RELATED SUBSCRIPTIONS	DESCRIPTION	AMOUNT
FEDC	Florida Economic Development Council	-
Total Grant Related		\$ -

Total		\$ 2,699
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