

**PINELLAS PLANNING COUNCIL
AGENDA MEMORANDUM**

AGENDA ITEM: V A-2.

MEETING DATE: May 16, 2007

SUBJECT:

Annual Budget for F.Y. 2007-08 – Preliminary Outline

RECOMMENDATION:

Council Review Budget Outline and Provide Direction As To Preparation of Preliminary Draft for Consideration at June Council Meeting

BACKGROUND:

The proposed budget outline reflects, and is consistent with, the accompanying preliminary draft of the annual work program for F.Y. 2007-08.

In recognition of the State Legislature's Special Session scheduled for June 12-22, staff felt it would be premature and unproductive to prepare a full, detailed draft of the proposed budget at this juncture. Rather, the discussion outline as presented at the April meeting is attached, consistent with the overall budget parameters reviewed with the Council last month. In addition, a copy of the budget materials prepared for and reviewed with the Board of County Commissioners at their budget information session on May 8th is attached.

Hopefully, we will know the likely direction of the Legislature by our June 20th Council meeting which will allow the Council to review a more detailed breakdown of the budget in preliminary form; with the final budget review and approval by the Council at the July Council meeting.

Staff is continuing to work on refining the general budget parameters in the accompanying outline in anticipation of the need to actually reduce the budget below this year's level. In addition, we are monitoring closely all expenditures through the end of this fiscal year in an attempt to achieve a fund balance that will help off-set anticipated reductions in ad valorem tax revenues resulting from action by the State Legislature.

PINELLAS PLANNING COUNCIL ACTION:

COUNTYWIDE PLANNING AUTHORITY ACTION:

PRELIMINARY BUDGET OUTLINE: F.Y. 2007-08

Based on the preliminary draft of the work program, a summary of revenues and expenditures has been identified in the accompanying tables that compare the current budget with a preliminary estimate of proposed budget parameters for continued review and discussion with the Council. While the first estimate of taxable value is not due from the Property Appraiser until May 23rd, this initial budget discussion outline has assumed a taxable value increase in the range of six percent for F.Y. 2007-08 consistent with the number Pinellas County is using for preliminary budgeting purposes.

The preliminary budget outline proposes we not increase the budget for next year, which would allow us, at a minimum, to go to the rolled-back millage that would yield the same ad valorem tax revenues as for this year. The Council will recall that after remaining at .0225 mills for the previous five years, the rate was reduced in F.Y. 2004-05 to .0220 mills, in F.Y. 2005-06 to .0218 mills, and in 2006-07 to .0195 mills.

If the estimated increase in ad valorem value of six (6) percent is accurate, this would translate to a reduction in the millage rate of some six percent to .0183 mills.

The estimated revenues and expenditures are designed to elicit Council discussion on preferred work program emphasis and the means by which to carry it out. Obviously, this is a preliminary estimate for budget preparation purposes and will be refined based on Council input and direction, progress on current projects that will affect the estimated fund balance and carry-forward/encumbered amounts, and of course possible State legislation that could affect the process dramatically.

ATTACHMENT II – PRELIMINARY BUDGET OUTLINE: FY 2007–08
Con't.

REVENUES

Current (2006-07) Budget		Preliminary Estimated for 2007-08
Carried Fwd/Encum.	\$ 247,350	\$ 162,350
Interest	\$ 15,000	\$ 25,000
Tax Revenue	\$ 1,401,530	\$ 1,401,530
Cash Reserves	\$ 15,000	\$ 90,000
Contract Services	\$ 15,000	\$ 15,000
Totals	\$ 1,693,880	\$ 1,693,880

(Increase – 0 –)

EXPENDITURES

Current (2006-07) Budget		Preliminary Estimate for 2007-08
Payroll	\$ 857,000	\$ 897,240
Operating	\$ 541,880	\$ 536,640
Inkind Assistance	\$ 160,000	\$ 125,000
Reserves	\$ 135,000	\$ 135,000
Totals	\$ 1,693,880	\$ 1,693,880

(Increase – 0 –)

Current Millage Rate - .0195

Estimated Rolled-back Millage Rate .0183

(Decrease – 6.15%)

PINELLAS PLANNING COUNCIL

FY08 Budget
Information Session
May 8, 2007

COUNCIL DIRECTION AND HIGHLIGHTS

- **Special Act (Chapter 88-464)**
- **County Charter (Sec. 2.04 (s))**
- **Strategic Plan**
 - **Mission Statement**
 - **Role of the Council**
 - **Strategic Goals and Objectives**
 - **Work Program Outline**
- **Five Year and Annual Work Programs**

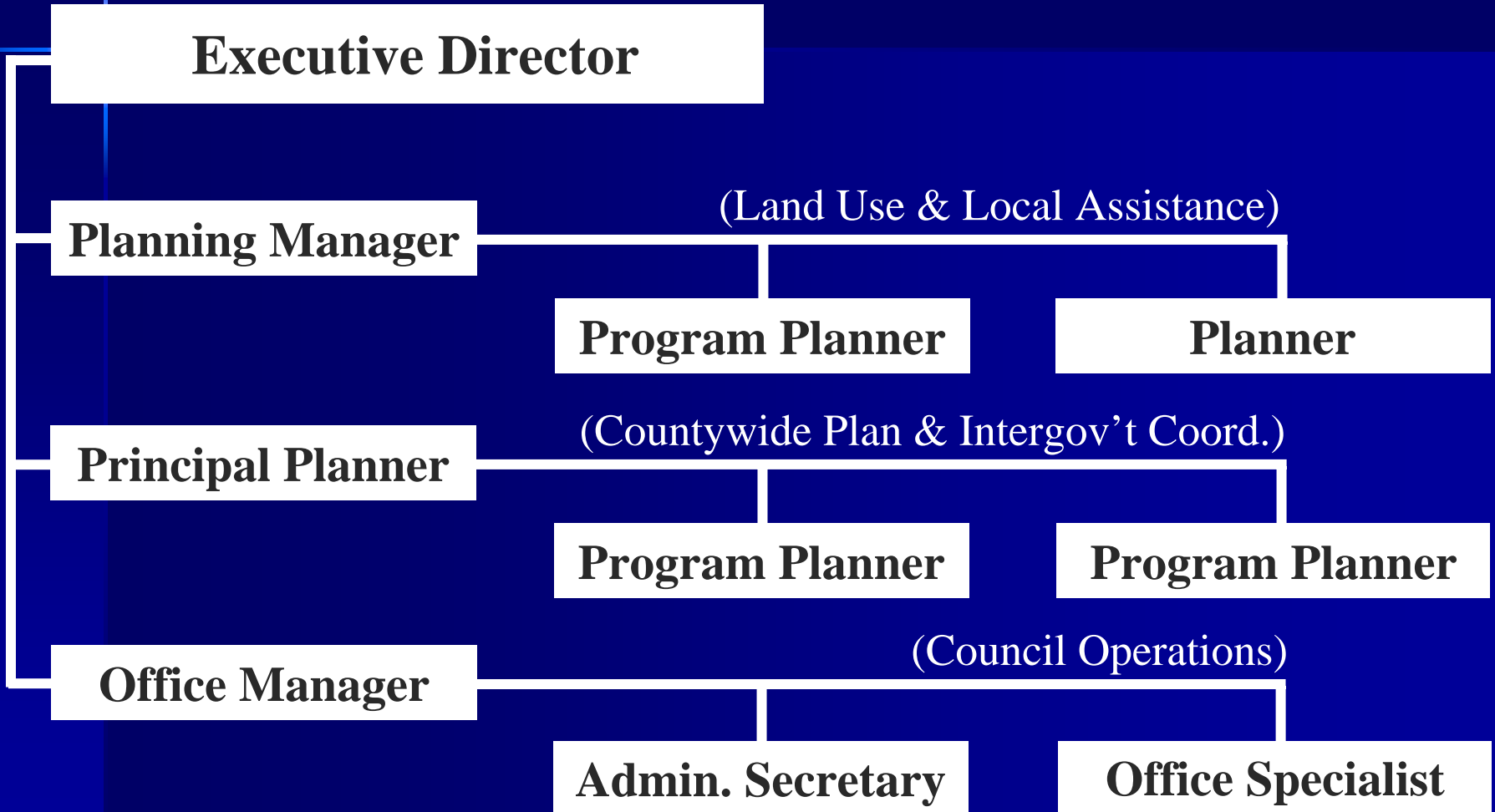
COUNCIL DIRECTION AND HIGHLIGHTS

The mission of the Pinellas Planning Council, as the advisory body to the Countywide Planning Authority, is to provide, maintain, and enhance:

- **A Representative Forum,**
- **Overall Policy Direction,**
- **Plan Consistency,**
- **Interagency Coordination, and**
- **Technical Assistance**

in furtherance of a coherent, efficient and effective countywide planning process.

ORGANIZATION CHART



OBJECTIVES/GOALS

- **Administer the Countywide Plan and Rules**
 - Including New\Emerging Issues
- **Continue Implementation of Pinellas by Design**
 - Industrial Land Study
 - Temporary Lodging
 - Mixed Use Criteria
 - Incorporate in Countywide Plan/Rules
- **Carry Out Consistency Directives**
 - Countywide Rules
 - Local Plans / Land Development Regulations
 - Determinations of Consistency

OBJECTIVES/GOALS

- **Reassess Annexation/Service Delivery Coordination**
 - **County Charter/Ordinance No. 00-63**
 - **Chapter 171, Part II**
- **Continue to Provide Technical Assistance to Local Governments**
 - **EAR-Based Local Plan Amendments**
- **Evaluate Opportunities for Improved Planning Structure / Integration**

ACCOMPLISHMENTS

- **Countywide Plan/Responsibility Matrix**
 - Approval
- **Pinellas by Design**
 - Approval / Support
 - Integration of Planning\Economic Development Initiatives
 - Industrial Land Study
 - Proposed Hotel Density Ordinance
 - Web Site (www.PinellasByDesign.org)
- **Rule Amendments**
 - Industrial Land Amendment Policy
 - Planned Redevelopment Categories
 - Required Local Government Actions

ACCOMPLISHMENTS

- **EAR Assistance**
 - **Overall and w\Contract Communities**
- **Consistency Report / Initiative**
- **St. Petersburg Vision 2020 Map Amendments**
- **Truth in Annexation Manual – Online**
- **Local Technical Assistance**
 - **Routine and Contractual**

BUDGET OVERVIEW

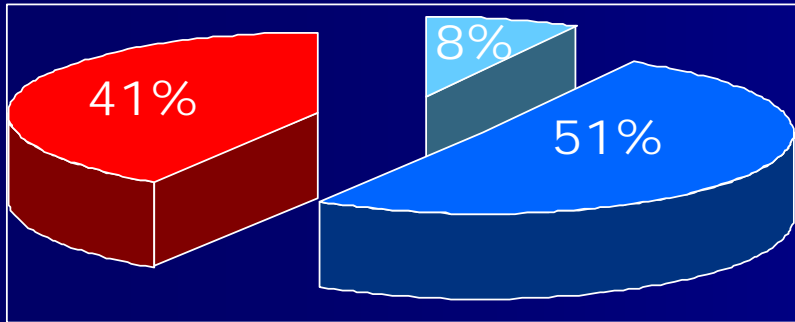
- **No Increase in Budget – *Zero Additional Dollars***
- **Reduce Millage Rate – *To Rolled-back Rate***
– Reduced for 4th Consecutive Year
- **No Additional Personnel – *Same for Last 12 Years***
- **Additional Personnel Costs Consistent with Market Survey and Benefit Projections – 4.8%**
- **Reduced Expenditure for Consultant / Contract Assistance**
- **Overall Reduction in Operating Costs – 5.9%**
- **Maintain Reserves at Targeted 8% Level – \$135,000,**

BUDGET SUMMARY

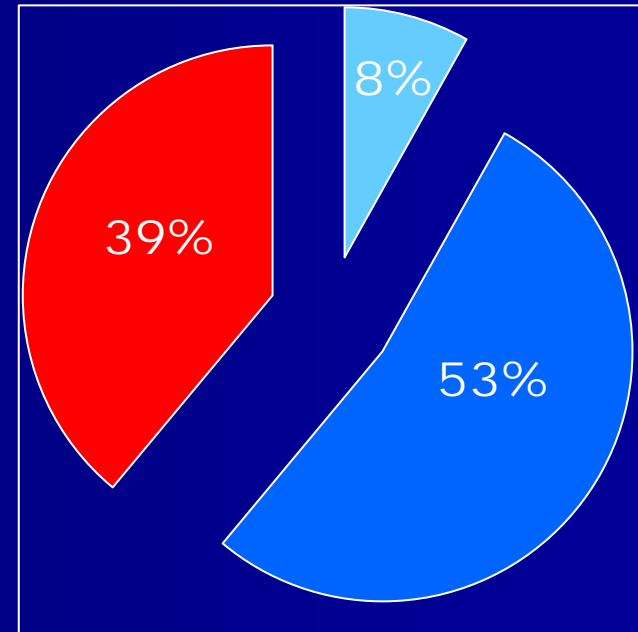
	FY07 Budget	FY08 Request	Variance	%
Personal Services	\$857,000	\$898,500	\$41,500	4.84
Operating Expenses	\$701,880	\$660,380	(-\$41,500)	(-5.91)
Transfers/Reserves	\$135,000	\$135,000	-0-	-0-
Capital Outlay	-0-	-0-	-0-	-0-
<i>Totals</i>	<i>\$1,693,880</i>	<i>\$1,693,880</i>	<i>-0-</i>	<i>-0-</i>

BUDGET SUMMARY CHART

FY07 Budget



FY08 Request



- Transfers/Reserves
- Personal Services
- Operating Expenses

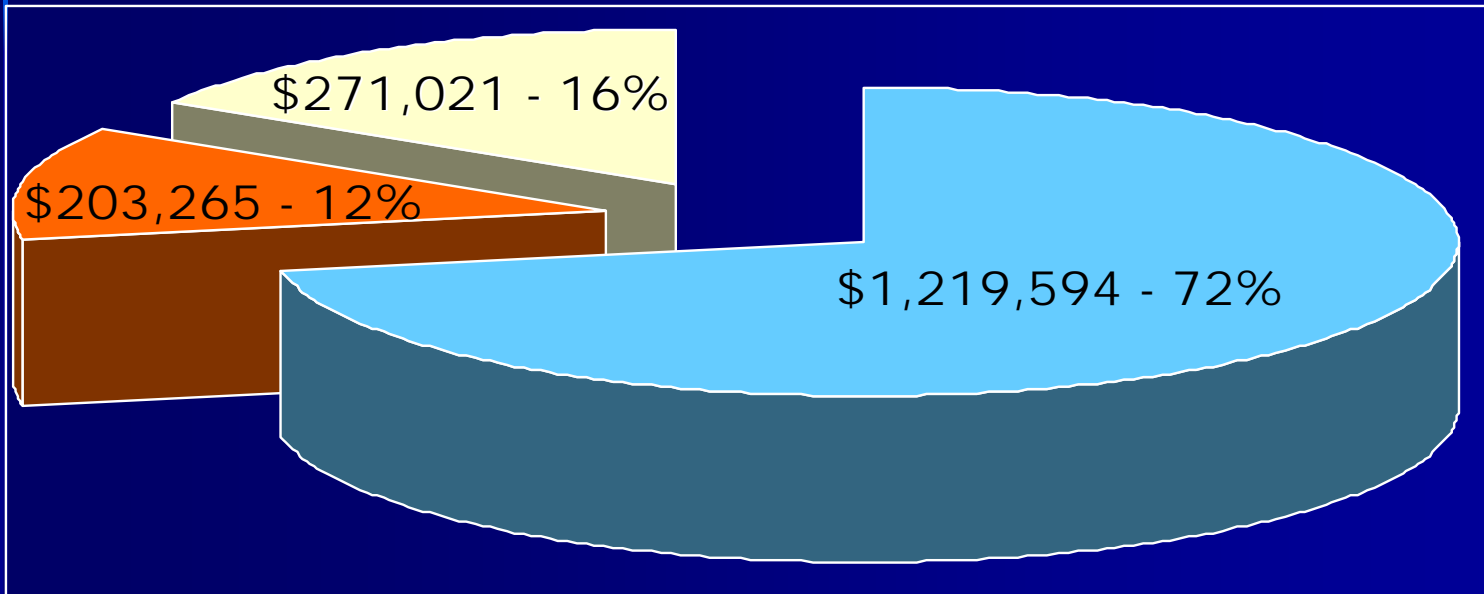
REVENUES/FEEES SUMMARY

▪ Carry Forward/Encumbered....	\$162,350
▪ Tax Revenue	\$1,401,530
▪ Interest	\$25,000
▪ Reserves.....	\$90,000
▪ Contract Services	<u>\$15,000</u>
▪ TOTAL	<u><u>\$1,693,880</u></u>

SUMMARY OF PROGRAMS

Program & Classification	Program Allocation		FTE's
	FY08 Total	FY09 (2 nd Year)	
I. Plan Administration and Local Assistance	\$948,570	\$972,283	5.00
II. Countywide Plan and Intergovernmental Coordination	\$440,410	\$451,420	3.00
III. Council Operations	\$304,900	\$312,522	1.75
Totals: Work Program Items I, II, and III	\$1,693,880	\$1,736,225	9.75

PROGRAM ASSIGNMENT CHART



- Mandatory
- Non-Mandatory
- Administrative

NEW PROGRAM CHANGES

<u>Program/Service</u>	<u>Fiscal Impact</u>	<u>FTE's</u>	<u>Effect</u>
▪ No new programs <ul style="list-style-type: none">• Focus is on-going tasks and conclusion of current projects• Specific tasks within each program will evolve and transition from plan/task preparation to implementation	N/A	N/A	N/A

FUTURE SERVICE DELIVERY OPPORTUNITIES/CHALLENGES

- **Implement/monitor key strategies from Pinellas by Design**
- **Establish practical/meaningful consistency with Rules**
- **Address issues associated with current community housing and coastal high hazard area studies**
- **Address fundamental issues underlying annexation**
- **Provide desired level of local assistance on cost-effective basis**
- **Recognize and support distinct countywide role**

QUESTIONS/COMMENTS