



CITY OF FORT LAUDERDALE

**BUDGET ADVISORY BOARD MEETING  
CITY OF FORT LAUDERDALE  
JANUARY 17, 2024 – 5:00 P.M.  
Fort Lauderdale Executive Airport  
Red Tails Conference Room  
6000 NW 21st Avenue  
Fort Lauderdale, FL 33309**

<b>Board Member</b>	<b>Attendance</b>	<b>10/2023 through 9/2024 Cumulative Attendance</b>	
		<b>Present</b>	<b>Absent</b>
Jeff Lowe, Chair	P	1	0
William Brown, Vice Chair	P	1	0
Ross Cammarata	P	1	0
Michael Marshall	P	1	0
Melissa Milroy	P	1	0
Prabhuling Patel	P	1	0
John Rodstrom	P	1	0

**Staff**

- Greg Chavarria, City Manager
- Susan Grant, Assistant City Manager
- Carl Williams, Parks and Recreation Director
- Laura Reece, Director, Office of Management and Budget
- Fire Chief Stephen Gollan
- Police Chief William Schultz
- Yvette Matthews, Assistant Director, Office of Management and Budget
- Tamieka McGibbon, Principal Budget and Management Analyst for the Office of Management and Budget
- Charmaine Crawford, OMB Department and Board Liaison
- J. Opperlee, Prototype Inc. Recording Secretary

**Others**

- Andrew Burnham, Stantec

**Communications to the City Commission**

**Motion** made by Mr. Brown, seconded by Mr. Lowe:

The BAB recommends to the City Commission that prior to the adoption of the FY 2025 budget, a special events ordinance for full cost recovery be adopted. In a voice vote, the motion passed unanimously.



**DRAFT**  
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Jeff Lowe, Chair	P	1	0
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**Others**

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**Communications to the City Commission**

**Motion** made by Mr. Brown, seconded by Mr. Lowe:

The BAB recommends to the City Commission that prior to the adoption of the FY 2025 budget, a special events ordinance for full cost recovery be adopted. In a voice vote, the motion passed unanimously.

**I. Call to Order**

The meeting of the Budget Advisory Board was called to order at 5:04 p.m.

## II. Roll Call

Roll was called, and it was determined a quorum was present.

## III. Approval of Meeting Minutes – September 20, 2023

**Motion** made by Mr. Brown, seconded by Mr. Patel to approve the minutes of the Board's September 20, 2023 meeting. In a voice vote, motion passed unanimously.

Note: The October, November and December meetings were cancelled.

## IV. Floor Open for Neighbor Input

None

## V. Old Business

Mr. Lowe recalled a discussion regarding fees charged for events. Ms. Reece explained that the Office of Management and Budget [OMB] had partnered with Parks and Recreation and other City departments to examine the fees and how they compared to other municipalities. She noted that State law restricted them to recovering the City's costs under the application fee. They had determined they could increase the application fees significantly for full cost recovery. Regarding license fees, such as when Tortuga, Odyssey and the Air Show wanted to shut the beach to other users, the Commission had discretion in what the event was charged, but this would need to be renegotiated after the current agreements were up. Carl Williams, Parks and Recreation Director, said they would return to the City Commission for direction. Ms. Reece agreed to send the presentation to Board members.

Mr. Brown said he had attended the workshop and recalled that Vice Mayor Pittman had expressed concern about differentiating a true non-profit from other organizations, which could hide behind being a non-profit. He thought they must define a true non-profit that brought money back to the community versus an entity that provided money to a larger organization. Mr. Williams said as of now, there was no differentiation and added that staff was concerned about the impact on the barrier island from the large-scale events.

**Motion** made by Mr. Brown, seconded by Mr. Lowe:

The BAB recommends to the City Commission that prior to the adoption of the 2025 budget, a special events ordinance for full cost recovery be adopted. In a voice vote, the motion passed unanimously.

New Board member Melissa Milroy introduced herself.

## VI. New Business

- **Selection of Budget Advisory Board Chair and Vice Chair**

Mr. Patel nominated Mr. Lowe for Chair, seconded by Mr. Marshall. In a voice vote, motion passed 7-0.

Mr. Cammarata nominated Mr. Brown for Vice Chair, seconded by Mr. Marshall. In a voice vote, motion passed 7-0.

- **Selection of Infrastructure Taskforce Representative**

**Motion** made by Mr. Cammarata, seconded by Mr. Brown to appoint Mr. Marshall to represent the Board on the Infrastructure Task Force. In a voice vote, motion passed 7-0.

- **Selection of Revenue Estimating Conference Committee Member**

**Motion** made by Mr. Patel, seconded by Mr. Marshall to appoint Mr. Cammarata to represent the Board on the Revenue Estimating Conference Committee. In a voice vote, motion passed 7-0.

- **10-year Revenue Sufficiency Key Funds Update - Stantec Consulting Inc.**

Andrew Burnham provided a Power Point presentation on the three key funds: Water and Sewer, Stormwater and General, a copy of which is attached to these minutes for the public record.

Water and Sewer questions and comments

Mr. Brown asked if the \$127 million debt for 2024-2025 would continue to increase between now and 2029 and Mr. Burnham said this was the financing they needed in 2024 and 2025 for capital projects. Ms. Reece explained that in order to issue a contract with a vendor, the City needed funding in place, either with a line of credit or by issuing debt, but they only drew down when needed to pay the vendor. And they only paid interest on the amount they actually used. Mr. Brown thought it would be helpful to break down the amount needed for the Consent Order versus other debt.

Mr. Chavarria said they had only received one proposal for the digital meters. They needed to be less restrictive to encourage more responses.

General Fund questions and comments

Mr. Chavarria said development was the key reason the City had been able to maintain one of the lowest millage rates in the County.

Mr. Brown asked about Restoration of Public Safety Pension Benefits and Ms. Reece explained that 10 years ago, benefits were reduced for future employees and as part of this negotiation, they were retroactively restored for those affected in the past and going forward.

Mr. Cammarata said instead of raising the millage the City had been borrowing. He would like to see a comparison of the City's debt service to other cities. Ms. Reece agreed to provide it.

- **FY 2024 BAB Work Plan and Priorities Discussion**

Ms. Reece said she would distribute the document to Board members each month. She reviewed the Work Plan.

**February**

- City Commission Prioritization and Goal Setting Workshop on Friday 1/19
- BAB input on possible extension of the NW Progresso Flagler Heights CRA

Ms. Reece and Mr. Marshall described how contributions to the CRA were calculated and distributed. She said the City's contribution was \$9.6 million per year. Mr. Brown pointed out that the NW Progresso CRA had created an alliance that could go forward if/when the CRA sunsetted and Mr. Chavarria said this would not get any TIFF funding.

Ms. Reece said the NW Progresso CRA concentrated on business incentives instead of capital projects. She stated there were balances for projects that had not been paid out yet because the projects had not met certain thresholds. The new agreement would continue to administer the funds for those remaining projects. Mr. Chavarria said there were also development projects that had been approved for funding but had not begun yet and the City wanted to propose policies to require those funds to be released and re-allocated for other projects.

Ms. Reece said the County had indicated it would not contribute further. Ms. Grant said they had spoken with County Administrator Monica Cepero about continuing support for the CRA and Ms. Cepero said there was no appetite on the Board to continue funding but they may consider an extension without County TIFF contributions, which would allow the projects in process to continue. Board members agreed to discuss this in February.

- Debt Capacity

Ms. Reece said Mr. Brown had requested information on debt capacity and future obligations.

- Infrastructure Task Force update

**March**

- What Keeps You Up at Night departmental presentations
- Joint City Commission Workshop prep

**April**

- Personnel Cost Projections and assumptions for the coming year

Board members initially agreed to move the April 17 meeting to April 24 but later agreed to meet on April 17 as originally planned.

- Departmental Review Presentations Format discussion
- Cost Analysis of the Sidewalk Master Plan presentation [added later in the meeting]

**May**

- Department presentations on May 8, 15 and 22
- City Hall Financing and Procurement [added later in the meeting]

**June**

- City Manager Initial Recommendations and preliminary budget on June 12
- Joint workshop with the City Commission on June 18

**July**

- Discuss possible changes to the proposed budget

**August**

- Auditor opines on the budget and staff discusses any changes
- Joint Workshop with the City Commission on August 20

- **Special Events “Soft Cost” Discussion - Carl Williams, Parks and Recreation Director**

Mr. Lowe said the Board had not been able to see the total picture of the City’s costs for an event. Mr. Williams said they calculated costs to include staff time for some events.

Mr. Brown asked about cleanup costs outside the geographic and time bounds of an event. Mr. Williams said the events paid for Police, Fire and other City services for the event. He stated for each event, they held meetings with affected departments to determine what the needs were and the event was charged for the services. Police Chief Schultz said Police scheduled service time well beyond the end time of large City events. He stated they had tried to recoup overtime costs from Tortuga but had been denied.

Ms. Milroy noted the negative impact the Air Show and Tortuga had on the Galleria and said parking was never addressed.

- **City’s Grants FY 2023 Year in Review**

Yvette Matthews and Tamiaka McGibbon provided a Power Point presentation, a copy of which is attached to these minutes for the public record.

Mr. Chavarria said they received Federal and State grants because the City had proven performance. He noted they had received \$23.5 million for clearing storm drains.

Mr. Lowe asked the success rate for grant applications and Ms. Matthews said it depended on the type of grant. They tended to be very successful with federal grants but had a lower success rate with non-profit-related grants. Chief Gollan said they had requested \$11 million for staffing for the Fire Service.

- **Budget Advisory Board Prior Year Recommendations Matrix Update**

Ms. Reece said there were no large changes.

**VII. Infrastructure Task Force Update**

Mr. Marshall reported they had discussed the City Hall replacement public engagement workshops. They had also discussed the Sidewalk Master Plan Update for rehabilitating existing sidewalks. Mr. Brown wanted to look at the cost analysis for the Sidewalk Master Plan and Ms. Reece agreed to include this presentation in the April meeting workplan.

Mr. Brown asked about financing and procurement for City Hall and Mr. Chavarria said they would discuss these mechanisms, including a possible Public Private Partnership and this would be discussed with the BAB. Ms. Reece agree to schedule this for the Board's May meeting.

**VIII. Communications to/from City Commission**

Discussed earlier.

**IX. Board Member Comments**

Mr. Chavarria asked if the Board wished to meet downtown, such as in the YMCA building.

Mr. Brown complimented Mr. Chavarria and staff for forging ahead.

**X. Adjourn**

The meeting was adjourned at 7:12 p.m.