

TO:	Honorable Mayor & Members of the Fort Lauderdale City Commission
FROM:	Susan Grant, Acting City Manager
DATE:	November 19, 2024
TITLE:	Resolution Approving the Consolidated Budget Amendment to Fiscal Year 2024 – Appropriation - (Commission Districts 1, 2, 3 and 4)

### **Recommendation**

Staff recommends the City Commission adopt a resolution amending the Fiscal Year (FY) 2024 Operating Budget and the FY 2024 – FY 2028 Community Investment Plan (CIP).

## **Background**

Section 166.241, Florida Statutes (2024), allows the City to amend its budget within 60 days following the end of the fiscal year. To properly balance and finalize the FY 2024 Operating Budget, it is necessary to adjust negative balances and align expenses to the proper funding sources.

Examples of recommended actions within the budget amendment are:

- transfer between funds;
- transfer between capital and operating budgets;
- transfer between capital projects;
- acceptance and appropriation of grant funding;
- appropriation from fund balance; and
- appropriation for modified revenue and related expenditures.

Staff recommends the City Commission amend the FY 2024 Final Budget, and the FY 2024 – FY 2028 Community Investment Plan, by approving the following transfers and appropriations:

# Public Works

# A. Appropriation from Fund Balance, Transfer between Operating Funds – General Fund, Sanitation Fund, Cemetery Systems Fund, Water & Sewer Fund, Central Regional Wastewater System, Parking System – Operations, Project Management Fund – Clean Up of Project Management Funds - \$964,000 (Citywide)

The Public Works Project Management Fund is an internal service fund that was created to both account for project management service costs and to properly allocate service charges to the projects serviced by the City's project managers and their support staff.

To achieve full cost-recovery, each project manager is expected to charge 1,552 hours per year, at a rate of \$229 per hour. The revenue generated covers the cost of service, provides for the salaries of the fund's support staff, and covers related administrative expenses. Primarily due to prolonged project manager vacancies throughout FY 2024, the Project Management Fund did not generate enough revenue to fully cover its annual overhead expenses.

Based on preliminary year end information, the Project Management fund is estimated to have a revenue shortfall of approximately \$964,000. In order to end the year in a positive position, staff recommends to proportionally charge back the funds serviced throughout the year. Staff recommends that the City Commission amend the FY 2024 Operating Budget in the amount of \$964,000 for the Project Management Fund revenue shortfall.

Source: Funds available as of September 30, 2024							
ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT		
10-409-0000-000- 399-999	Sanitation Fund - Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$1,000		
10-430-0000-000- 399-999	Cemetery System - Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$17,000		
10-450-0000-000- 399-999	Water & Sewer - Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$93,000		
10-451-0000-000- 399-999	Central Regional Wastewater System Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$69,000		

10-461-0000-000- 399-999	Parking System - Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$2,000
10-470-0000-000- 399-999	Stormwater - Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$103,000
10-001-0000-000- 399-999	General Fund	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$679,000
		TOTAL A	MOUNT →	\$964,000	

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-409-9200-581- 90-9530	Sanitation Fund - Operations	Other Uses/ Transfer to Project Management	N/A	N/A	\$1,000
10-430-9200-581- 90-9530	Cemetery System - Operations	Other Uses/ Transfer to Project Management	N/A	N/A	\$17,000
10-450-9200-581- 90-9530	Water & Sewer - Operations	Other Uses/ Transfer to Project Management	N/A	N/A	\$93,000
10-451-9200-581- 90-9530	Central Regional Wastewater System Operations	Other Uses/ Transfer to Project Management	N/A	N/A	\$69,000
10-461-9200-581- 90-9530	Parking System - Operations	Other Uses/ Transfer to Project Management	N/A	N/A	\$2,000
10-470-9200-581- 90-9530	Stormwater - Operations	Other Uses/ Transfer to Project Management	N/A	N/A	\$103,000
10-001-9200-581- 90-9530	General Fund	Other Uses/ Transfer to Project Management	N/A	N/A	\$679,000
			TOTAL AI	MOUNT →	\$964,000

### Source:

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-530-0000-000- 381-409	Project Management	Other Sources/ Transfer from Sanitation	N/A	N/A	\$1,000
10-530-0000-000- 381-430	Project Management	Other Sources/ Transfer from Cemetery System - Operations	N/A	N/A	\$17,000
10-530-0000-000- 381-450	Project Management	Other Sources/ Transfer from Water & Sewer - Operations	N/A	N/A	\$93,000
10-530-0000-000- 381-451	Project Management	Other Sources/ Transfer from Central Regional Wastewater System Operations	N/A	N/A	\$69,000
10-530-0000-000- 381-461	Project Management	Other Sources/ Transfer from Parking System - Operations	N/A	N/A	\$2,000
10-530-0000-000- 381-470	Project Management	Other Sources/ Transfer from Stormwater - Operations	N/A	N/A	\$103,000
10-530-0000-000- 381-001	Project Management	Other Sources/ Transfer from General Fund	N/A	N/A	\$679,000
			TOTAL A	MOUNT →	\$964,000

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-530-0000-000- 90-9901	Project Management	Anticipated Year End Balance	\$0	\$0	\$964,000
			TOTAL AN	/IOUNT →	\$964,000

# B. Appropriation of Unanticipated Revenue and Expenses – General Fund, General Capital Projects Fund – Sanitation Franchise Fees - \$754,519 (Citywide)

Sanitation franchise fees are a source of General Fund revenue paid by private licensed haulers to collect refuse within City limits. The amount of generated revenue is based upon the hauler's gross receipts for the year. By resolution of the City Commission, the City currently receives 25% of gross receipts for solid waste collections.

For Fiscal Year 2024, the City received a 6.14% increase in the Sanitation Franchise Fee revenue generated. The total revenue received in FY 2024 was \$13,041,528, exceeding the adopted budget projection of \$12,287,009. Consequently, there is an additional \$754,519 in revenue generated that is recommended to be transferred into the Annual Asphalt Concrete Resurfacing Project to fund additional milling and resurfacing needs throughout the City.

Staff recommends that the City Commission amend the FY 2024 Operating Budget and FY 2024 – FY 2028 Community Investment Plan in the amount of \$754,519 for the recognition of unbudgeted revenue and transfer of funds from the General Fund Operating Budget into the Annual Asphalt Concrete Resurfacing Project in the General Capital Projects Fund based upon estimated Sanitation Franchise Fee receipts in FY 2024.

### Source:

Funds available as of September 30, 2024							
ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AMOUNT RECEIVED (Character)	AMOUNT		
10-001-9001-000- 323-700	Other General Government Administration	Franchise Fee - Solid Waste	\$12,287,009	\$13,041,528	\$754,519		
			TOTAL AMOUNT →		\$754,519		

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-331-9100-541- 60-6599-P12518	Annual Asphalt Resurfacing	Capital Outlay/ Construction	\$2,500,000	\$2,000,000	\$754,519
			TOTAL AN	/IOUNT →	\$754,519

# **Development Services**

# C. Appropriation from Fund Balance and Transfer between Funds – Building Certification Fund, Building Permits Fund – Building Fund Training and Educational Fees - \$210,483 (Citywide)

The Development Services Department (DSD) is requesting to utilize the Building Certification Maintenance Fund to reimburse the Building Permits Fund for eligible expenditures to spend down funds remaining in the Building Certification Maintenance Fund. On November 6, 2018, (CAM 18-1190), the City adopted Ordinance No. C-18-38 to amend the Building Services permit fees. The ordinance discontinued the assessment of a separate training and educational fee and the need to track the associated revenue in a separate fund.

The Building Certification Maintenance Fund was originally intended to offset the cost of training and education, including travel related expenses, materials, equipment, code books, reference materials and conferences, of personnel in the regulation, inspection and enforcement of the Florida Building Code. In FY 2024, the Building Permits Fund expended \$210,483 on training, conferences, membership dues, and training and travel expenses which are allowable expenses of the Building Certification Maintenance Fund.

Staff recommends for the City Commission to amend the FY 2024 Operating Budget in the amount of \$210,483 for Building Fund Training and Educational Fees.

Source:							
Funds available as of September 30, 2024							
ACCOUNT NUMBER							
10-141-0000-000- 399-999	Building Certification Maintenance	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$210,483		
			TOTAL A	MOUNT →	\$210,483		

Courses

### Transfer From:

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-141-9200-581- 90-9140	Building Certification Maintenance	Other Uses/ Transfer to Building Permits Fund	N/A	N/A	\$210,483
			TOTAL A	MOUNT →	\$210,483

Transfer To:					
ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-140-0000-000- 381-141	Building Permits	Other Sources/ Transfer from Building Certification Maintenance	N/A	N/A	\$210,483
			TOTAL AMOUNT →		

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-140-9200-581- 90-9901	Building Permits	Other Uses/ Anticipated Year End Balance	N/A	N/A	\$210,483
			TOTAL AN	MOUNT →	\$210,483

# D. Appropriation from Fund Balance – General Fund – April 2023 Flash Flood Building Permit Fees Assistance Program Reconciliation - \$106,233 (Citywide)

The Development Services Department requests a transfer of \$106,233 from the General Fund to offset the building permit fees of residents and businesses affected by the 2023 emergency flood event.

On June 6, 2023, the City Commission approved Resolution 23-110, authorizing the payment of building permit fees by the City of Fort Lauderdale for property owners requiring renovations and repairs due to the April 2023 flash flood. Based on the average building permit fee of \$355, the total cost for required permits was estimated to be approximately \$400,000. The permits needed for restoration and repair activities included air conditioning and heating systems, roof replacements or repairs, plumbing, electrical system replacements or repairs, and general site work related to landscaping and drainage. In FY 2023, \$41,422 in permit fee assistance was provided. An additional \$106,233 in permit fee assistance was provided FY 2024.

Staff recommends the City Commission amend the FY 2024 Operating Budget in the amount of \$106,233 for the April 2023 Flash Flood Building Permit Fee Assistance Program.

### Source:

Funds available as of September 30, 2024						
ACCOUNT NUMBER	COST CENTER NAME CODE/ ACCOUNT NAME CODE/ ACCOUNT NAME AMENDED BUDGET (Character) (Character)					
10-001-0000-000- 399-999	General Fund	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$106,233	
			TOTAL A	MOUNT →	\$106,233	

Use:

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-001-9002-519- 80-8001	Other General Government - Social/Cultural	Grant Services/ Program Funds	\$0	\$0	\$106,233
			TOTAL AMOUNT →		\$106,233

# E. Appropriation from Fund Balance – Building Permits Fund – Greg Brewton Center Renovations - \$7,000,000 (District 3)

In February of 2020, the Development Services Department transferred the value of the Greg Brewton Center and the associated parking areas from the General Fund to the Building Fund. At the time of the transfer, the Development Services Department began planning for capital improvement projects focused on building upgrades and improvements. The department is now prepared to move forward with the improvements, but construction and permit costs have since increased. This funding will support costs associated with parking and building enhancements.

Staff recommends the City Commission amend the FY 2024 – 2028 Community Investment Plan in the amount of \$7,000,000 for the Greg Brewton Center Renovations.

Source:							
Funds available as of September 30, 2024							
ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT		
10-140-0000-000- 399-999	Building Permits Fund	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$7,000,000		
			TOTAL AMOUNT → \$7,00		\$7,000,000		

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-140-9100-524- 60-6599-P12560	Greg Brewton Center (DSD)	Capital Outlay/ Construction	\$19,067,120	\$17,959,199	\$7,000,000
			TOTAL AMOUNT →		\$7,000,000

# **Community Redevelopment Agency**

# F. Appropriation of Unspent Operating and Incentive Funds – Northwest Progresso Flagler Heights Redevelopment Area Fund, CRA Incentive Programs, Northwest Progresso Flagler Heights CRA CIP Fund – Debt Prepayment and Offstreet Parking Project - \$11,831,602 (District 3)

Subsection 163.387(7), Florida Statutes (2024), governs the use of the year-end trust fund balance of the Community Redevelopment Agency (CRA). It makes three (3) provisions for how any money which remains in the trust fund, after the payment of expenses, may be used on the last day of the fiscal year of the CRA. Here are the following options:

- 1. Return funding to each taxing authority which paid the increment in the proportion that the amount of the payment of such taxing authority bears to the total amount paid into the trust fund by all taxing authorities for that year; or
- 2. Reduce the amount of any indebtedness to which increment revenues are pledged, deposited into an escrow account for the purpose of later reducing any indebtedness to which increment revenues are pledged; or
- 3. Appropriate the funding to a specific redevelopment project pursuant to an approved community redevelopment plan.

The Northwest Progresso Flagler Heights CRA FY 2024 year-end balance is estimated to be \$5,831,602, which includes \$1,021,147 from the operating budget and \$4,810,455 from incentive balances. To comply with the above statute, staff recommends the following transfers:

- \$5,821,602 to reduce the FY 2025 scheduled debt payment, which will allow FY 2025 TIF revenue to support additional projects.
- \$10,000 to support the Off-Street Parking Project by covering outstanding invoices to Kimley-Horn and Associates, Inc., for parking lot design and construction expenses.

In addition, there is a \$6,000,000 re-appropriation of funds appropriated in FY 2023 to be deposited into an escrow account for the purpose of reducing any indebtedness.

Staff recommends the City Commission amend the FY 2024 Operating Budget and FY 2024 – FY 2028 Community Investment Plan in the amount of \$11,831,602 for the prepayment of FY 2025 debt and to cover outstanding invoices for Off-Street Parking.

Source:								
Funds available as	Funds available as of September 30, 2024							
ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT			
20-101-1530-000- 399-999	NW Progresso Flagler Heights Redevelopment Area	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$1,021,147			
20-119-1531-000- 399-999	NWP CRA Business Incentives	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$10,810,455			
	TOTAL A	MOUNT →	\$11,831,602					

### Transfer From:

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
20-101-9200-581- 9288	NW Progresso Flagler Heights Redevelopment Area	Other Uses/ Transfer to Tax Increment Revenue Bonds	N/A	N/A	\$1,021,147
20-119-9200-581- 9288	NWP CRA Business Incentives	Other Uses/ Transfer to Tax Increment Revenue Bonds	N/A	N/A	\$10,800,455
20-119-9200-581- 9347	NWP CRA Business Incentives	Other Uses/ Transfer to NW Progresso Flagler Heights CRA CIP	N/A	N/A	\$10,000
	TOTAL A	MOUNT →	\$11,831,602		

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
20-288-0000-000- 381-101	Tax Increment Revenue Bonds	Other Sources/ Transfer from NW Progresso Flagler Heights Redevelopment Area	N/A	N/A	\$1,021,147
20-288-0000-000- 381-119	Tax Increment Revenue Bonds	Other Sources/ Transfer from NWP CRA Business Incentives	N/A	N/A	\$10,800,455
20-347-0000-000- 381-119	NW Progresso Flagler Heights CRA CIP	Other Sources/ Transfer from NWP CRA Business Incentives	N/A	N/A	\$10,000
			TOTAL A	MOUNT →	\$11,831,602

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
20-288-9000-517- 90-9910	Tax Increment Revenue Bonds	Balances & Reserves/ Reserves for Debt Service	NA	NA	\$11,821,602
20-347-9100-541- 60-6599-P12166	Off-Street Parking	Capital Outlay/ Construction	\$0.37	\$0.37	\$10,000
			TOTAL AMOUNT →		\$11,831,602

# G. Appropriation from Fund Balance, Transfer between Capital Projects – CRA – Beach Redevelopment Area – CIP Fund – SR A1A Streetscape Improvements -\$1,374,247 (District 2)

The Fort Lauderdale Beach Community Redevelopment Area was originally scheduled to expire on September 30, 2020, after 30 years. In 2019, the City entered into an interlocal agreement (ILA) with Broward County to extend the term of the Beach CRA through September 30, 2023, to allow additional time to finalize existing projects. Staff are working with Broward County to prepare an amendment to the existing ILA to extend it for an additional two (2) years. If the extension is received, the remaining funds will be used to support the expenses incurred on the Beach CRA's State Road (SR) A1A Streetscape Improvement Project after the CRA expired.

The SR A1A Streetscape Improvement Project is a \$11.3 million project (Currently \$7.4 million from the CRA and the remaining \$3.9 million from the General Fund), that includes installing new turtle-compliant pedestrian streetlights on the west side of SR A1A, new traffic-rated safety bollards and new decorative concrete on the east side of SR A1A at the intersection of SR A1A and Las Olas Boulevard. This adjustment will also facilitate the closeout of all other existing Beach CRA Projects.

Staff recommends the City Commission amend the FY 2024 Operating Budget and FY 2024 – FY 2028 Community Investment Plan in the amount of \$1,374,247 to support additional Beach CRA expenses on the SR A1A Streetscape Improvements project. This item is contingent upon the approval of the interlocal agreement extension.

Source:							
Funds available as of September 30, 2024							
ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT		
20-346-0000-000- 399-999	CRA – Beach Redevelopment Area – CIP Fund	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$845,842.33		
20-346-9100-000- 60-6599- P11900	Las Olas Blvd Corridor Improvements	Capital Outlay/ Construction	\$43,979,145	\$439,808.82	\$439,808.82		
20-346-9100-000- 60-6599-P12134	Sidewalk and Paver Replacement	Capital Outlay/ Construction	\$100,000	\$83,342.20	\$83,342.20		
20-346-9100-000- 60-6599-P12315	Aquatics Complex Renovation	Capital Outlay/ Construction	\$27,289,964	\$3,286.18	\$3,286.18		
20-346-9100-000- 60-6599-P12373	DC Alexander Park Improvement Project	Capital Outlay/ Construction	\$589,906	\$1,967.47	\$1,967.47		
			TOTAL AN	IOUNT →	\$1,374,247		

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
20-346-9100-000- 60-6599-P11681	SR A1A Streetscape Improvements	Capital Outlay/ Construction	\$7,414,677	\$82,938	\$1,374,247
			TOTAL AMOUNT $\rightarrow$		\$1,374,247

# Parks and Recreation

# H. Appropriation from Fund Balance – Park Impact Fee Projects Fund – Park Impact Fee Allocation to Signature Parks - \$6,482,635 (Citywide)

On October 1, 2024, the City Commission adopted Resolution No. 24-199 establishing a standardized methodology for the expenditure of park impact fees. The resolution directed that park impact fees received prior to October 1, 2024, shall be expended or encumbered to support the signature projects, as defined by Resolution No. 24-199, which include the four (4) signature parks: Las Olas Tunnel Top Park, Joseph C. Carter Park, Lockhart Stadium, and Holiday Park. The resolution directed that fees collected on or after October 1, 2024, shall be allocated 50% to regional and special use facilities parks projects, and 50% to parks located in the districts that the fees were collected.

Staff recommends the City Commission amend the FY 2024 – FY 2028 Community Investment Plan in the amount of \$6,482,635 to be allocated to a holding project to support the four signature parks identified.

Source:								
Funds available as of September 30, 2024								
ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT			
10-350-0000-000- 399-999	Park Impact Fee Project Funds	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$6,482,635.00			
· · · ·			TOTAL AN	/IOUNT →	\$6,482,635.00			

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-350-6999-572- 60-6599-P12699	Parks Bond Signature Parks	Capital Outlay/ Construction	N/A	N/A	\$6,482,635.00
			TOTAL AMOUNT $\rightarrow$		\$6,482,635.00

<u>Strategic Connections</u> This item supports the *Press Play Fort Lauderdale 2029* Strategic Plan, specifically advancing:

• Guiding Principle: Fiscal Responsibility

This item advances the Fast Forward Fort Lauderdale 2035 Vision Plan: We Are United.

# Related CAMs

24-1037, 24-1120

## **Attachments**

Exhibit 1 – Resolution

Prepared by: Tamieka McGibbon, Principal Budget and Management Analyst

Acting Department Director: Yvette Matthews, Office of Management and Budget