



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#23-0088**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Greg Chavarria, City Manager

**DATE:** April 4, 2023

**TITLE:** Resolution Approving the Consolidated Budget Amendment to Fiscal Year  
2023 – Appropriation - **(Commission Districts 1, 2, 3 and 4)**

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**Recommendation**

Staff recommends the City Commission adopt a resolution amending the Fiscal Year (FY) 2023 Budget and FY 2023 – FY 2027 Community Investment Plan (CIP).

**Background**

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;
- amendment to staffing level;
- appropriation from fund balance; and
- appropriation for modified revenue and related expenditures.

Staff recommends the City Commission amend the FY 2023 Final Budget, and FY 2023 – FY 2027 Community Investment Plan, as revised, by approving the following transfers and appropriations:

## Development Services

### **A. Appropriation of Fund Balance – Beach Business Improvement District Fund – Increased Funding for Sponsorships - \$ 75,000**

The Beach Business Improvement District (BBID) would like to support the Lauderdale Airshow, LLC, in the amount of \$75,000 to produce the Fort Lauderdale Airshow 2023. The air show will be held on April 29 - 30, 2023, and will be visible from Fort Lauderdale Beach Park to Oakland Park Boulevard with a show center adjacent to Birch State Park. The event site for premium viewing tickets will be located from the intersection of Sunrise Boulevard and A1A north to 18th Street.

The proposed activities include an aerial exhibition of military and civilian aircraft as well as parachute teams. The event will feature the U.S. Navy Blue Angels from 12:00 noon to 3:00 pm on Saturday, April 29 and Sunday, April 30. Additional activities include exhibits, simulators, and displays for ticket holders at the show center, and evening hospitality events at local venues for pilot meet-and-greets.

Funds from the BBID will be used to pay for City Support services such as Fire and Emergency Management Services (EMS), Police Services, and Ocean Rescue Services.

Staff recommends the City Commission amend the FY 2023 Operating Budget in the amount of \$75,000 to fund the Fort Lauderdale Airshow. There is an associated CAM 23-0255.

**Source:**

*Funds available as of March 8, 2023*

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-135-0000-000-399-999	Beach Business Improvement District Fund	Balances and Reserves/ Appropriated Fund Balance	N/A	N/A	\$75,000
TOTAL AMOUNT →					<b>\$75,000</b>

**Use:**

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-135-1430-552-40-4207	Beach Business Improvement District	Other Operating Expenses/ Promotional Contributions	\$1,071,197	\$534,199	\$75,000
TOTAL AMOUNT →					<b>\$75,000</b>

## Parks and Recreation

### **B. Appropriation of Fund Balance – Cemetery System - Operations Fund – Cemetery System Enhancements - \$519,274**

The Parks and Recreation Department's Cemetery Division requests funds for

maintenance and operational improvements to be completed in the current fiscal year, as well as the transfer of two (2) six passenger golf carts from Fleet Services. Below is a list of identified needs that are not included in the FY 2023 budget:

- Landscaping improvements and tree trimming - \$75,000
- Removal of additional stockpiled dirt and waste - \$125,000
- Purchase of additional burial merchandise and supplies - \$250,000
- Flooring renovation at Lauderdale Memorial Park - \$50,000
- Transfer of two golf carts from Fleet Services to Cemetery Operations - \$19,274

Funds are available in the Cemetery System - Operations Fund for this purpose.

Staff recommends that the City Commission amend the FY 2023 Operating Budget in the amount of \$519,274 for Cemetery System maintenance and operational improvements.

**Source:**

**Funds available as of March 27, 2023**

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-430-0000-000-399-999	Cemetery System - Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$500,000
10-430-6090-539-60-6416	Cemetery System Administration	Capital Outlay/ Vehicles	\$214,127	\$141,781	\$19,274
<b>TOTAL AMOUNT →</b>					<b>\$519,274</b>

**Use:**

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-430-6091-539-30-3228	Cemetery System Administration	Services/Materials/ Disposal (Tip) Fees	\$642,076	\$273,982	\$50,000
10-430-6091-539-30-3237	Cemetery System Administration	Services/Materials/ Lawn & Tree Service	\$642,076	\$273,982	\$25,000
10-430-6091-539-30-3255	Cemetery System Administration	Services/Materials/ Solid Waste Collections	\$642,076	\$273,982	\$75,000
10-430-6091-539-30-3913	Cemetery System Administration	Services/Materials/ Horticultural Supplies	\$642,076	\$273,982	\$50,000
10-430-6090-539-30-3999	Cemetery System Administration	Services/Materials/ Other Supplies	\$869,687	\$116,975	\$250,000
10-430-6090-539-60-6204	Cemetery System Administration	Capital Outlay/ Building Renovation	\$214,127	\$120,276	\$50,000
10-430-6090-539-90-9583	Cemetery System Administration	Other Uses/ Transfer to Vehicle Rental	\$77,150	\$57,862	\$19,274
<b>TOTAL AMOUNT →</b>					<b>\$519,274</b>

### **Transportation and Mobility**

#### **C. Appropriation of Fund Balance – Parking System Operations Fund – Vehicle**

### Purchase Price Increase – \$ 20,000

The Transportation and Mobility Department is requesting a \$20,000 appropriation from Parking Fund balance to fund the higher cost of purchasing vehicles programed in FY 2023 from the five-year Fleet Plan. There is \$160,097 budgeted for the purchase of six vehicles, five for the Parking Enforcement Team and one vehicle used for maintenance. The price to purchase and customize the vehicles is approximately \$20,000 more than what is available in the approved budget.

Staff recommends the City Commission amend the FY 2023 Operating Budget in the amount of \$20,000 for increased costs for replacement vehicle purchases.

**Source:**

**Funds available as of March 27, 2023**

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-461-0000-000-399-999	Parking System Operations	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$20,000
TOTAL AMOUNT →					\$20,000

**Use:**

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-461-8018-545-60-6416	Las Olas Garage	Capital Outlay/ Vehicles	\$24,564	\$24,564	\$10,000
10-461-8011-545-60-6416	Parking Enforcement	Capital Outlay/ Vehicles	\$151,115	\$135,533	\$10,000
TOTAL AMOUNT →					\$20,000

### D. Appropriation of Fund Balance – General Capital Projects Fund – Bass Park Traffic Improvements Project - \$ 38,655

The Transportation and Mobility Department is requesting additional funds for the Bass Park Traffic Improvements Project in order to complete the project. There is a funding gap due to inflation and to add pavement markings, signs, and landscaping to the scope.

Staff recommends the City Commission amend the FY 2023 – FY 2027 Community Investment Plan in the amount of \$38,655 for the Bass Park Traffic Improvements Project.

**Source:**

**Funds available as of March 24, 2023**

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-331-0000-000-399-999	General Capital Projects Fund	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$38,655
TOTAL AMOUNT →					\$38,655

Use:

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-331-9100-541-60-6599	Bass Park Traffic Improvement Project	Capital Outlay/ Construction	\$125,000	\$7,210	\$38,655
TOTAL AMOUNT →					\$38,655

**City Manager's Office**

**Fort Lauderdale Executive Airport**

**E. Appropriation of Grant Funds and Fund Balance – Airport – Operations Fund – Construction of Taxiway Golf Pavement Rehabilitation Project - \$ 765,440**

Milling and re-surfacing of the asphalt pavement along Taxiway Golf, between Taxiways Charlie and November, are based on the current PCI index of 69. New pavement striping will also be applied. The project will involve the re-design of Taxiway Mike to conform to current Federal Aviation Administration (FAA) design standards, including new LED taxiway edge lights and guidance signs.

Based on the initial estimated project cost for design and construction of \$580,000, Florida Department of Transportation (FDOT) provided an Amendment to the Public Transportation Grant Agreement in the amount of \$464,000 for up to 80% of the design and construction costs with a local match of \$116,000. The scope of work has been revised and now includes new FAA design standards. In consideration of the updated project cost of \$1,345,440, FDOT has provided a second Amendment to the Public Transportation Grant Agreement (PTGA) in the amount of \$612,352 for up to 80% of the construction costs.

Staff recommends the City Commission amend the FY 2023 – FY 2027 Community Investment Plan in the amount of \$765,440 for the Taxiway Golf Pavement Rehabilitation Project.

Source:

<i>Funds available as of March 13, 2023</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-468-9100-515-334-410-P12539A	Taxiway Golf Pavement Rehabilitation	Intergovt Revenue/ Florida Department of Transportation	\$464,000	\$464,000	\$612,352
TOTAL AMOUNT →					\$612,352

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB- OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-468-9100-515-60- 6599-P12539A	Taxiway Golf Pavement Rehabilitation	Capital Outlay/ Construction	\$464,000	\$412,000	\$612,352
TOTAL AMOUNT →					\$612,352

Source: (Cash Match)

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB- OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-468-0000-000-399- 999	Airport / Operations Fund	Balances and Reserves / Appropriated Fund Balance	N/A	N/A	\$153,088
TOTAL AMOUNT →					\$153,088

Use: (Cash Match)

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB- OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-468-9100-542-60- 6599-P12539	Taxiway Golf Pavement Rehabilitation	Capital Outlay/ Construction	\$433,900	\$405,353	\$153,088
TOTAL AMOUNT →					\$153,088

## Finance

### **F. Appropriation from Fund Balance – General Fund, Building Permits, Sanitation Fund, Cemetery System Fund, Water and Sewer Fund, Central Regional Wastewater System, Parking System Fund, Airport Fund, Stormwater Fund, Project Management Fund, Central Services Fund, Vehicle Rental Fund, City Insurance Fund – Enterprise Resource Planning (ERP) Phase II Cost Increase-\$600,000**

On October 3, 2023, the City completed Phase I of the Enterprise Resource Planning (ERP) project and went live in the new system. Phase I implementation included budget, accounting, financial reporting, treasury, inventory and procurement processes. Phase II kicked off in the Summer of 2022 to include Global Human Resources (GHR) and Payroll. Since the kickoff, the Human Resources Department encountered key staff turnover, with four (4) employees with years of institutional knowledge, who were key members to the ERP Phase II GHR-Payroll implementation, separating from the City. The Information Technology Services Department also had the resignation of one (1) Information Technology Manager assigned to the ERP project.

With this staff transition, the City had to re-baseline the project and engage with the vendor to propose new dates for go-live, along with recruiting and hiring new resources to fill the vacancies. The new anticipated go-live for Phase II is September 18, 2023, with the first payroll run happening in the new fiscal year on October 6, 2023. The project will

require approximately \$600,000 in additional expenses for the extension of the Phase II implementation.

Staff recommends the City Commission amend the 2023-2027 Community Investment Plan in the amount of \$600,000 for the Enterprise Resource Planning (ERP) Phase II Implementation. There is a corresponding CAM 23-0311.

**Source:**

<b>Funds available as of March 14, 2023</b>					
<b>ACCOUNT NUMBER</b>	<b>COST CENTER NAME</b>	<b>CHARACTER CODE/ ACCOUNT NAME</b>	<b>AMENDED BUDGET (Character)</b>	<b>AVAILABLE BALANCE (Character)</b>	<b>AMOUNT</b>
10-001-0000-000-399-999	General Fund	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$397,433
10-140-0000-000-399-999	Building Permits	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$32,938
10-409-0000-000-399-999	Sanitation - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$20,540
10-430-0000-000-399-999	Cemetery System - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$8,183
10-450-0000-000-399-999	Water and Sewer - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$78,642
10-451-0000-000-399-999	Central Regional Waste Water System - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$7,570
10-461-0000-000-399-999	Parking System - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$16,070
10-468-0000-000-399-999	Airport - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$4,255
10-470-0000-000-399-999	Stormwater - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$8,592
10-530-0000-000-399-999	Project Management	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$4,705

10-543-0000-000-399-999	City Insurance	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$3,273
10-581-0000-000-399-999	Central Services - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$16,776
10-583-0000-000-399-999	Vehicle Rental - Operations	Balances & Reserves/ Appropriated Fund Balance	NA	NA	\$1,023
<b>TOTAL AMOUNT →</b>					<b>\$600,000</b>

**Use:**

ACCOUNT NUMBER	COST CENTER NAME	CHARACTER CODE/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-581-9100-519-60-6599-P11937	Enterprise Resource Planning (ERP)	Capital Outlay/ Construction	\$7,802,136	\$638,174	\$600,000
<b>TOTAL AMOUNT →</b>					<b>\$600,000</b>

**Strategic Connections**

This item supports the *Press Play Fort Lauderdale 2024 Strategic Plan*, specifically advancing:

- The Internal Support Focus Area
- Goal 8: Be a leading government organization that manages all resources wisely and sustainably
- Objective: Maintain financial integrity through sound budgeting practices, prudent fiscal management, cost effective operations, and long-term planning

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

**Related CAMs**

23-0255, 23-0311

**Attachment**

Exhibit 1 – Resolution

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Prepared by: Tamieka McGibbon, Principal Budget and Management Analyst

Department Director: Laura Reece, Office of Management and Budget