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REVISED




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

**#17-0110**

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

**FROM:** Lee R. Feldman, ICMA-CM, City Manager 

**DATE:** February 7, 2017

**TITLE:** **REVISED** - Resolution Approving the Consolidated Budget Amendment to  
Fiscal Year 2017 – Appropriation

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**Recommendation**

It is recommended that the City Commission approve a resolution amending the Fiscal Year 2017 Budget and 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 is recommending that the City Commission amend the FY 2017 Operating Budget, Community Investment Plan, and personnel complement by approving the following transfers and appropriations:

## **Transportation and Mobility**

### **A. Appropriation of Unanticipated Revenue – Airport Fund – Additional Revenue from Amended Lease Agreement – \$17,792**

Sheltair 16, LLC proposes to demolish the vacant Customs & Border Protection facility and construct a minimum 15,000 square feet of hangar, ramp, and parking facilities at a cost of approximately \$2,500,000. However, existing ramp space and a driveway for the vacant Customs & Border Protection Facility was not included in the April 2012 Amended and Restated Lease Agreement for Parcel 16. Sheltair 16, LLC requested an increase to the size of Parcel 16C to construct additional ramp space to accommodate aircraft parking and further enhance the safe and efficient flow of aircraft maneuvering around the parcel.

Staff has determined that an area totaling approximately 0.8 acres would meet the needs to properly develop the site. This additional area will result in an additional \$2,224.03 per month in rent revenue for Parcel 16 resulting in \$17,792.24 in additional revenue for Fiscal Year 2017 (February 2016 – September 2016).

Staff recommends that the City Commission amend the FY 2017 Budget in the amount of \$17,792 for additional revenue from amending a lease agreement. There is an associated CAM #16-1511.

### **B. Appropriation of Fund Balance – Parking Fund – Additional Design Expense on the South East Fire Station – \$50,000**

During the preparation of the design plans for the South East Fire Station, Transportation and Mobility (TAM) requested additional Right-of-Way improvements be designed at the southwest corner of SW 17th Street & SW 1st Ave to advance on-street parking and sidewalks initiatives. This additional work was not included in the original scope of services between the City and the Consultant resulting in additional costs to be paid through the Parking Fund.

Staff recommends that the City Commission amend the FY 2017 Budget and Community Investment Plan in the amount of \$50,000 for additional design expense for the South East Fire Station.

### **C. Transfer between Capital Projects – General Fund – Downtown Walkability Projects - \$868,000**

The Transportation and Mobility Department has historically budgeted for downtown mobility projects in large capital projects, one for each year. In order to better define specific projects planned and to appropriately manage and account for individual capital

projects, the larger projects are being separated into more specific down town walkability projects.

Staff recommends that the City Commission amend the FY 2017 Community Investment Plan in the amount of \$868,000 to separate larger Downtown Walkability Projects into smaller projects with defined scopes.

**D. Appropriation of General Funds – Grant Fund, General Fund – Gas Tax Contribution to the Transportation Management Association – \$234,571**

Annually, the City contributes Local Option Gas Tax revenue to the Transportation Management Association (TMA) to provide vital community bus shuttle service throughout the City with linkages to a network of transportation options, such as the Broward County bus service, regional Tri-Rail service, airports, and water taxis. A portion of the City's half-cent tax revenue in the amount of \$234,571 is budgeted in the General Fund Grant Match account and must be moved to the appropriate grants accounts and the Transportation and Mobility operating budget for correct accounting.

Staff recommends the City Commission amend the FY 2017 budget in the amount of \$234,571 to facilitate the City's contribution to the Transportation Management Association (TMA).

**E. Appropriation of Fund Balance – Park Impact Fee Fund – Las Olas Tunnel Top Park – \$66,070**

The Florida Department of Transportation (FDOT) will manage the design of the proposed Tunnel Pedestrian Plaza project as part of a larger tunnel rehabilitation project. ~~In a companion CAM (17-0052),~~ The City is proposing to contribute \$498,720 towards the project in the form of a payment to FDOT. In order to make this commitment, \$66,070 must be added to the current project budget. This item will be contingent upon the approval of CAM #17-0052, which is scheduled for the 2.21.2017 Commission Agenda.

Staff recommends that the City Commission amend the FY 2017 Community Investment Plan budget in the amount of \$66,070 for the Las Olas Tunnel Top Park.

**Police**

**F. Appropriation of Fund Balance – Law Enforcement Trust Fund – Acadis Readiness Suit Software – \$66,988**

The Fort Lauderdale Police Department (FLPD) is required to track and record all training attended by staff for reporting and auditing purposes. This task is currently relegated to the use of Excel spreadsheet and management software called Training

Trak purchased in 2005. However, this system is outdated and does not support the needs of the FLPD moving into the 21st century. The Acadis Readiness Suite not only provides a solution to the issue above, it also allows the department to ensure compliance with state and federal training requirements through automated processes and accurate reporting.

Staff recommends that the City Commission amend the FY 2017 Budget in the amount of \$66,988 for Acadis Readiness Suit Software. There is an associated CAM #17-0177.

### **Information Technology Services**

#### **G. Appropriation of Fund Balance – Central Services Fund – 3D GIS Software and Hardware – \$45,000**

The City wishes to evaluate growth scenarios and development outcomes resulting from changes to its land use policies. 3-Dimensional (3D) GIS mapping and analyses have emerged as a highly effective way of performing this type of evaluation and presenting the results to City staff, elected officials, and the community at large. This effort requires a 3D GIS model of the existing built environment for the Downtown Regional Activity Center, 3D GIS software to manipulate and augment the model to include proposed developments, and computing hardware capable of processing 3D GIS models.

Staff recommends that the City Commission amend the FY 2017 budget in the amount of \$45,000 for the purchase of a 3-Dimensional (3D) GIS mapping and analysis software and hardware system.

### **Public Works**

#### **H. Transfer between Capital Projects – General Fund – South Side School - \$260,530**

This project will incur additional costs before completion due to interior finish changes; modifications to new work as a result of conflicts with existing structure; construction of a new Information Technology (IT) room on the second floor; and IT programming changes relating to security, WiFi, data, card readers, magnetic locks, and hardware. Additionally this budget transfer will fund the procurement of the IT vendor to furnish and install all devices, WiFi, cable, wire, and equipment relating to the new IT programming work.

The balance of \$165,876 is available for current use in the Annual Dredging 2012-2013 project as the project is completed. The balance of \$94,654 is available for current transfer from the Marine Facilities Maintenance project as it is a lower priority project. Funding for the lower priority project will be reprioritized to a later budget year as funds become available.

Staff recommends that the City Commission amend the FY 2017 Community Investment Plan (CIP) in the amount of \$260,530 to facilitate the completion of South Side School.

### **City Attorney's Office**

#### **I. Appropriation of Fund Balance – General Fund – Laptop Purchase – \$8,236**

The City's ITS Department purchased laptops for the City Attorney's Office towards the end of FY 2016. Due to timing related to the use of purchasing cards, the FY 2016 charge was posted in the City Attorney's FY 2017 budget.

Staff recommends that the City Commission amend the FY 2017 budget in the amount of \$8,236 for the laptop purchase.

### **Fire-Rescue**

#### **J. Appropriation of Unanticipated Revenue and Expense – General Fund – Additional Revenue and Expense for Public Emergency Medical Transportation – \$793,806**

The Florida PEMT (Public Emergency Medical Transport) funding program was recently established by the AHCA (Agency for Health Care Administration). A CPE Program (Certified Public Expenditure) is designed to reimburse providers based on their actual costs of providing emergency medical services to Medicaid-eligible patients. In December 2016, the Fire Rescue department submitted a cost reimbursement request in the amount of \$793,806.

The City Commission approved a contract for a Public Emergency Medical Transport Program, Consulting Services, and Revenue Recognition Process with Intermedix. This contract outlines the reimbursement (contingency fee) to be paid from the proceeds resulting from the PEMT expense reimbursement outlined above. The contingency fee is calculated at 12% of the gross proceeds and will result in an additional expense estimated at \$95,257. From this additional revenue, the Fire-Rescue department has requested to fund a shortage of \$65,193 in an approved FY 2017 budgeted project to update wireless internet service in Fire-Rescue apparatus.

Staff recommends that the City Commission amend the FY2017 budget in the amount of \$793,806 for additional revenue and expense associated with PEMT.

### **Resource Impact**

The fiscal impacts to the various funds are outlined in the tables below. The letters on the following page correspond to the descriptions in the background section of the document.

## Transportation and Mobility

### A. Appropriation of Unanticipated Revenue – Airport Fund – Additional Revenue from Amended Lease Agreement – \$17,792

Source:

*Funds available as of January 18, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	ACTUAL RECIEVED (Character)	AMOUNT
468-TAM070101-J630	Executive Airport	Charges for Service/ Par 16 FBO - Sheltair	\$3,502,368	\$567,427	\$17,792
APPROPRIATION TOTAL →					\$17,792

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
468-FD468.01-9901	Airport - Operations	Other Uses/ Anticipated Year End Balance	N/A	N/A	\$17,792
APPROPRIATION TOTAL →					\$17,792

### B. Appropriation of Fund Balance – Parking Fund – Additional Design Expense on the South East Fire Station – \$50,000

Source:

*Funds available as of January 31, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
461-FD461.01-9901	Parking System - Operations	Other Uses/ Anticipated Year End Balance	N/A	N/A	\$50,000
APPROPRIATION TOTAL →					\$50,000

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
461-P10909.461-6599	SE Fire Station Design and Construction	Capital Outlay/ Construction	\$0	\$0	\$50,000
APPROPRIATION TOTAL →					\$50,000

**C. Transfer between Capital Projects – General Fund – Downtown Walkability Projects - \$868,000**

Source:

*Funds available as of January 18, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
331-P11953.331-6599	Downtown Walkability Project	Capital Outlay/ Construction	\$1,404,678	\$411,402	\$368,000
331-P12246.331-6599	Downtown Walkability Project Phase 4	Capital Outlay/ Construction	\$500,000	\$500,000	\$500,000
APPROPRIATION TOTAL →					<b>\$868,000</b>

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
331-P12280.331-6599	NE 1st Pedestrian Refuge on Andrew Ave	Capital Outlay/ Construction	\$0	\$0	\$143,000
331-P12281.331-6599	NE 1st Pedestrian Refuge at NE 3rd Ave	Capital Outlay/ Construction	\$0	\$0	\$143,000
331-P12282.331-6599	Pedestrian Priority Intersection - Las Olas Blvd & 4th Ave	Capital Outlay/ Construction	\$0	\$0	\$156,000
331-P12283.331-6599	SE 2nd St. Traffic Calming & Pedestrian Safety Improvements	Capital Outlay/ Construction	\$0	\$0	\$270,000
331-P12284.331-6599	NE 3rd St Pedestrian Safety & Bike Infrastructure Improvements	Capital Outlay/ Construction	\$0	\$0	\$156,000
APPROPRIATION TOTAL →					<b>\$868,000</b>

**D. Appropriation of Grant Funds and Cash Match – Grant Fund, General Fund – Gas Tax Contribution to the Transportation Management Association – \$234,571**

Source:

*Funds available as of January 23, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-FD001-9129	General Fund	Other Uses/ Transfer to Misc. Grants	\$1,234,571	\$1,213,571	\$234,571
APPROPRIATION TOTAL →					<b>\$234,571</b>

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-TAM060101-Q001	Community Bus	Other Sources/ General Fund	\$0	\$0	\$121,200
129-GSVCBEACH14A-Q001	FDOT SVC Dev Beach Expansion Grant Match	Other Sources/ General Fund	\$0	\$0	\$61,371
129-GNEWFMM15A-Q001	FTA New Freedom PGM- Mobility Management	Other Sources/ General Fund	\$0	\$0	\$52,000
APPROPRIATION TOTAL →					<b>\$234,571</b>

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-TAM060101-4208	Community Bus	Other Operating Expenses/ Transportation Subsidies	\$605,009	\$172,345	\$121,200
129-GSVCBEACH14A-3299	FDOT SVC Dev Beach Expansion Grant Match	Services-Materials/Other Services	\$0	\$0	\$61,371
129-GNEWFMM15A-3199	FTA New Freedom PGM- Mobility Management	Services-Materials/Other Professional Services	\$0	\$0	\$52,000
APPROPRIATION TOTAL →					<b>\$234,571</b>



**E. Appropriation of Fund Balance – Park Impact Fee Fund – Las Olas Tunnel Top Park – \$66,070**

Source:

<i>Funds available as of February 1, 2017</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
350-FD350.01-9901	Park Impact Fee Projects	Other Uses/ Anticipated Year End Balance	N/A	N/A	\$66,070 \$50,000
APPROPRIATION TOTAL →					\$66,070 \$50,000

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
350-P12058.350-6534	Las Olas Tunnel Top Park	Capital Outlay/ Consultant Engineer	\$500,000	\$442,650	\$66,070
APPROPRIATION TOTAL →					\$66,070

**Police**

**F. Appropriation of Fund Balance – Law Enforcement Trust Fund – Acadis Readiness Suit Software – \$66,988**

Source:

<i>Funds available as of January 18, 2017</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
107-FD107.03-9901	Justice Department Other	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$66,988
APPROPRIATION TOTAL →					\$66,988

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
107-POL080301-6405	Justice Department Other	Capital Outlay/ Computer Software	\$0	\$0	\$66,988
APPROPRIATION TOTAL →					\$66,988

### Information Technology Services

#### G. Appropriation of Fund Balance – Central services Fund – 3D GIS Software and Hardware – \$45,000

Source:

*Funds available as of January 18, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
581-FD581.01-9901	Central Service Fund	Other Uses/ Appropriated Fund Balance	N/A	N/A	\$45,000
APPROPRIATION TOTAL →					<b>\$45,000</b>

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
581-ITS060101-6405	Geographical Information Systems	Capital Outlay/ Computer Software	\$0	\$0	\$45,000
APPROPRIATION TOTAL →					<b>\$45,000</b>

### Public Works

#### H. Transfer between Capital Projects – General Fund – South Side School - \$260,530

Source:

*Funds available as of January 25, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
331-P11729.331-6599	Annual Dredging 2012/2013	Capital Outlay/ Construction'	\$538,776	\$165,876	\$165,876
331-P11825.331-6599	Marine Facilities Maintenance	Capital Outlay/ Construction'	\$894,000	\$680,685	\$94,654
APPROPRIATION TOTAL →					<b>\$260,530</b>

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
331-P10777.331-6599	South Side School - Purchase and Restoration	Capital Outlay/ Construction	\$6,652,069	\$927	\$260,530
APPROPRIATION TOTAL →					<b>\$260,530</b>

### City Attorney's Office

#### **I. Appropriation of Fund Balance – General Fund – Laptop Purchase – \$8,236**

Source:

*Funds available as of January 25, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-FD001-9901	General Fund	Other Uses/ Anticipated Year End Balance	N/A	N/A	\$8,236
APPROPRIATION TOTAL →					<b>\$8,236</b>

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-ATT010101-3925	City Attorney	Services/Materials/ Office Equip <\$50	\$674,625	\$527,314	\$8,236
APPROPRIATION TOTAL →					<b>\$8,236</b>

### Fire-Rescue

#### **J. Appropriation of Unanticipated Revenue and Expense – General Fund – Additional Revenue and Expense for Public Emergency Medical Transportation – \$793,806**

Source:

*Funds available as of January 20, 2017*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	ACTUAL RECIEVED (Character)	AMOUNT
001-FIR030101-J132	Fire-Rescue Support	Charges for Service/Public Emergency Medical Transportation	\$9,754,813	\$1,902,216	\$793,806
APPROPRIATION TOTAL →					<b>\$793,806</b>

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-FIR030101-3113	Fire-Rescue Support	Services & Materials/Finance and Bank Services	\$3,034,960	\$1,519,789	\$95,257
001-FIR030101- 3907	Fire-Rescue Support	Services & Materials/Data Processing Supplies	\$3,034,960	\$1,519,789	\$65,193
001-FD001-9901	General Fund	Other Uses/ Anticipated Year End Balance	N/A	N/A	\$633,356
APPROPRIATION TOTAL →					<b>\$793,806</b>

Where applicable, the approval of companion agenda items listed below is contingent upon the approval of the respective companion items as part of this consolidated budget amendment.

### **Strategic Connections**

This item is a Press Play Fort Lauderdale Strategic Plan 2018 initiative, included within the Internal Support Cylinder, specifically advancing:

- Goal 12: Be a leading government organization, managing our resources wisely and sustainably.
- Objective 1: Ensure sound fiscal management

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

### **Related CAMs**

CAM #16-1511, CAM #17-0177

### **Attachment**

Exhibit 1 – Resolution

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Prepared by: Laura Reece, Budget Manager

Department Director: Lee R. Feldman, ICMA-CM, City Manager's Office