



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

#20-0760

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

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: November 17, 2020

TITLE: Resolution Approving the Final Consolidated Budget Amendment to Fiscal
Year 2020 – Appropriation - **(Commission Districts 1, 2, 3 and 4)**

Recommendation

Staff recommends the City Commission adopt a resolution amending the Fiscal Year (FY) 2020 Budget and FY 2020 – FY 2024 Community Investment Plan (CIP), and abandoning the EFLNT PMP Standby Generator/ADM BLD Improvement project.

Background

Section 166.241, Florida Statutes, allows the City to amend its budget within 60 days following the end of the fiscal year. To properly balance and finalize the FY 2020 Operating Budget, staff must 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;
- amendment to staffing level;
- appropriation from fund balance; and
- appropriation for modified revenue and related expenditures.

Staff recommends the City Commission amend the FY 2020 Final Budget and FY 2020 – FY 2024 Community Investment Plan by approving the following transfers and appropriations:

Sustainable Development

A. Transfer between Funds – Building Certification Maintenance Fund, Building Technology Fund, Building Permits Fund – \$2,708,734

In October 2018 (CAM 18-1132), the City adopted an ordinance to amend the Building Services permit fees. As a part of the ordinance, it was recommended to discontinue the Technology Fee and Training/Educational Fee that would be covered by the administrative cost identified in the new fee structure, instead of being tracked as separate funds.

The Building Technology Fund currently has a balance of \$2,456,288, which is intended to offset the cost of computer system purchases or technology expenditures within the Department of Sustainable Development (DSD) Building Services Division. Staff recently implemented the Accela platform, which was a major technology enhancement, that supports DSD's building activities. Staff recommends utilizing the Building Technology Fund Balance to reimburse the Building Permits Fund for a portion of the equipment expense that was paid for by the Building Permits Fund.

The Building Certification Maintenance Fund is intended to offset the cost of training and education, including travel related expenses, materials, equipment, code books, reference materials and conferences. Over the last ten (10) years, the Building Permits Fund expended \$252,446 on training, conferences, membership dues, and training and travel fees. Staff recommends utilizing 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.

Staff further recommends for the City Commission to amend the FY 2020 Operating Budget in the amount of \$2,708,734 to spend down remaining Building Certification Maintenance Fund and Building Technology Fund Balances.

Source:

Funds available as of October 30, 2020

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
141-FD141.01-X901	Building Certification Maintenance	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$252,446
142-FD142.01-X901	Building Technology	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$2,365,748
142-FD142.02-X901	Building Technology	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$90,540
			TOTAL AMOUNT →		\$2,708,734

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
140-FD140.01-9901	Building Permits	Other Uses/ Anticipated Year End	\$0	\$0	\$2,708,734
			TOTAL AMOUNT →		\$2,708,734

Public Works

B. Transfer between Funds – General Fund, Sanitation Operations Fund – Sanitation Franchise Fees - \$1,133,729

On June 16, 2020, a Citywide reduction of the FY 2020 Operating budget was approved to offset revenue reductions that were projected, as a result the COVID-19 pandemic. Sanitation Franchise fees were estimated at the time to come in at \$6,130,000, which was \$1,270,000 less than budgeted. The total amount of Franchise Fees received in FY 2020 was \$7,263,729. Consequently, there is an additional \$1,133,729 that is recommended to be transferred to the Sanitation Operations Fund.

Staff recommends for the City Commission to amend the FY 2020 Operating Budget in the amount of \$1,133,729 for the transfer of funds from the General Fund to the Sanitation Fund based upon actual Sanitation Franchise Fee receipts in FY 2020.

Source:

<i>Funds available as of October 30, 2020</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-FD001-X901	General Fund	Balances & Reserves/ Appropriated Fund Balance	N/A	N/A	\$1,133,729
TOTAL AMOUNT →					\$1,133,729

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-FD001-9409	General Fund	Other Uses/ Transfer to Sanitation	\$6,130,000	\$6,100,000	\$1,133,729
TOTAL AMOUNT →					\$1,133,729

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
409-FD409.01-Q001	Sanitation - Operations	Other Sources / General Fund	\$6,130,000	\$6,100,000	\$1,133,729
TOTAL AMOUNT →					\$1,133,729

C. Transfer between Capital Projects and Operating Budget – Central Regional Wastewater System Fund – Emergency Sewer Force Main Repairs Rio Vista Neighborhood at Ponce de Leon Drive, Virginia Young Park, and Himmarshee Canal - \$900,000

Abandoning the EFLNT PMP Standby Generator/ADM BLD Improvement Project.

In December 2019 sewer force main breaks occurred in the Rio Vista Neighborhood at Ponce de Leon Drive, Virginia Young Park, and the Himmarshee Canal. Funding for these operating costs such as environmental cleaning, pumping services, lab supplies, air monitoring and pipe yard inventory was appropriated on March 20, 2020 in the amount of \$11,142,312.

In July 2020, David Mancini and Sons, Inc. (DMSI), performed additional emergency repair work, due to the same sewer force main breaks, resulting in additional unbudgeted expenses of \$2,760,043, in FY 2020. Operational savings in the Public Works' Central Regional Wastewater Fund's operating budget was able to offset \$1.9 million of described amount from salary and operating savings. The City must identify the remaining unfunded balance of \$900,000 to fund the remaining balance for these repair costs.

Funding for the \$900,000 unbudgeted costs are recommended to be sourced from the following community investment plan projects. Funding is available as follows:

- Effluent Pump (EFLNT PMP) Standby Generator/Administration Building (ADM BLD) Improvement Project – recommended to be abandoned due to a

duplicated project scope included in P12529. (\$400,000)

- George T. Lohmeyer (GTL) Emergency Generator Connection Project – completed under budget and may be closed (\$120,912)
- Regional Replacement/ Recapitalization Project – identified as future year improvements (\$379,088)

Staff recommends that the City Commission to amend the FY 2020 Operating Budget and FY 2020 – 2024 Community Investment Plan in the amount of \$900,000 for costs associated with the emergency sewer force main repairs at Rio Vista Neighborhood at Ponce de Leon Drive, Virginia Young Park, and Himmarshee Canal communities.

Funding Request Type

Source:

Funds available as of September 30, 2020

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
451-P12505.451-6599	EFLNT PMP Standby Generator/ ADM BLD Impr	Capital Outlay/ Construction	\$400,000	\$400,000	\$400,000
451-P11710.451-6599	GTL Emergency Generator Connection	Capital Outlay/ Construction	\$3,605,435	\$120,912	\$120,912
451-P00401-6599	Regional Replacement/ Recapitalization	Capital Outlay/ Construction	\$5,276,744	\$588,710	\$379,088
TOTAL AMOUNT →					\$900,000

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
451-PBS670503-3437	Lohmeyer Regional Plant Operations	Services & Materials/ Imp Repair & Maintenance	\$16,692,332	(\$1,623,019)	\$900,000
TOTAL AMOUNT →					\$900,000

Finance

D. Appropriation of Unanticipated Revenue, Transfer between Funds – General Capital Projects Fund, Special Obligation Construction 2008B – Closeout of the Special Obligation Construction Series 2008B - \$370.18

On November 21, 2017, a Closeout for the Special Obligation Construction Series 2008B was submitted to expend the remaining special obligation bond proceeds on eligible projects to close the bond fund. At the time, a retainage fee was not accounted for,

leaving the Special Obligation Construction Series 2088B with an overspent balance in the amount of \$370.18.

Funding is available in the General Capital Project Fund's unbudgeted earn-pooled investment income, which came in higher than budgeted in FY 2020.

Staff recommends for the City Commission to amend the FY 2020 Operating Budget in the amount of \$370.18 to appropriate unbudgeted interest income revenue in the General Capital Projects Fund to close out the Special Obligation Construction Series 2008B Fund.

Source:

Funds available as of September 30, 2020					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AMOUNT RECEIVED (Character)	AMOUNT
331-FD331.01-N103	General Capital Projects	Misc Revenues/ Earn-Pooled Investment	\$738,272	\$1,047,689	\$370.18
TOTAL AMOUNT →					\$370.18

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
331-FD331.01-9343	General Capital Projects	Other Uses/ Transfer to Special Obligation Construction 2008B	\$15,001,075	\$0	\$370.18
TOTAL AMOUNT →					\$370.18

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
343-FD343.01-GL101	Special Obligation Construction 2008B	Equity in Pooled Cash	N/A	N/A	\$370.18
TOTAL AMOUNT →					\$370.18

Community Redevelopment Agency

E. Transfer between Operating Budget and Capital Project, Transfer between Funds – CRA Business Incentives Fund, Northwest Progresso Flagler Heights CRA CIP Fund, and Tax Increment Revenue Bonds Fund – Transfer of Unspent Operating Funds to Provident Park Improvements Project and Reserve for Debt Service - \$1,414,336

Section 163.387(7), Florida Statutes, which governs Community Redevelopment Agency (CRA) remaining trust funds, requires all unspent funds on the last day of the fiscal year be moved to an allowable expense, including being appropriated to a specific redevelopment project pursuant to an approved community redevelopment plan, used to reduce the amount of any indebtedness to which increment revenues are pledged, or deposited into an escrow account for the purpose of later reducing any indebtedness to which increment revenues are pledged, or be returned 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.

To comply with described law, staff recommends transferring estimated available funds in the CRA Business Incentive Fund to the Provident Park Improvements Project, which is included in the approved community redevelopment plan for the Northwest Progresso Flagler Heights (NPF) CRA, and to the Tax Increment Revenue Bond Fund to reduce indebtedness.

The CRA Incentive balances for FY 2020 are estimated to be \$1,414,336; of this \$914,336 is recommended to be transferred to the Provident Park Improvements Project and \$500,000 is recommended to be deposited into the Tax Increment Revenue Bond Fund, to reduce indebtedness to which increment revenues are pledged.

The Provident Park Improvement Project will undergo renovation to the existing structural site. The funds being used to enhance the park will include interactive water splash pads, walking trails, a bandstand feature, monument pedestals, amphitheater monuments to honor the neighborhood's historical significance, new restrooms, and landscape enhancements. There is an associated Commission Action Memo (CAM 20-0803).

Staff recommends for the City Commission to amend the FY 2020 Operating Budget and FY 2020 – 2024 Community Investment Plan in the amount of \$1,414,336.

Funds available as of September 30, 2020					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
119-CRA091701-4203	Commercial Facade Improvement Program FY 17	Other Operating Expenses/ Redevelopment Projects	\$575,845	\$70,845	\$56,334
119-CRA091802-4203	Property & Business Improvement Program FY 18	Other Operating Expenses/ Redevelopment Projects	\$433,385	\$9,816	\$9,816
119-CRA091901-4203	Commercial Facade Improvement Program FY 19	Other Operating Expenses/ Redevelopment Projects	\$232,366	\$1,042	\$1,042
119-CRA092002-4203	Property & Business Improvement Program FY 20	Other Operating Expenses/ Redevelopment Projects	\$1,203,403	\$553,403	\$553,403
119-CRA092003-4203	Streetscape Improvement Program FY 20	Other Operating Expenses/ Redevelopment Projects	\$400,000	\$70,067	\$70,067
119-CRA092004-4203	Developmental Incentive Improvement Program FY 20	Other Operating Expenses/ Redevelopment Projects	\$6,400,000	\$200,000	\$200,000
119-CRA092007-4203	Purchase Assistance Program FY 20	Other Operating Expenses/ Redevelopment Projects	\$350,000	\$35,000	\$35,000
119-CRA092010-4203	Residential Rehab Incentive FY 20	Other Operating Expenses/Redevelopment Projects	\$350,000	\$133,674	\$133,674
119-CRA092011-4204	Emergency Business Assistance NWP FY 20	Other Operating Expenses/Oper Subsidies	\$500,000	\$355,000	\$355,000
TOTAL AMOUNT →					\$1,414,336

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
347-P12621.347-6599	Provident Park Improvements	Capital Outlay/ Construction	\$0	\$0	\$914,336
288-FD288-9910	Tax Increment Revenue Bond	Other Uses/ Reserve for Debt Service	N/A	N/A	\$500,000
TOTAL AMOUNT →					\$1,414,336

Police

F. Transfer of Un-Used Grant Funds – Grant Fund, General Fund – FY 2016 COPS Department of Justice/ Hiring Program Grant Closeout - \$557.96

The COPS Hiring Program provides direct funding to law enforcement agencies to hire and rehire career law enforcement officers to increase their community policing capacity and crime prevention efforts. In January 2017, the City was awarded a grant in the amount of \$1,000,000 which covered up to 75% of the approved entry level salary and fringe benefits of eight newly hired full-time sworn police officers over the three-year award period, with a minimum 25 percent cash match from the City and a maximum federal share of \$125,000 per position.

To facilitate the closeout of the grant, an additional \$557.96 in General Funds are needed to offset the expenses that posted to the grant match index. Funds are available in the General Fund grant match account for described purpose.

Staff recommends for the City Commission to amend the FY 2020 Budget in the amount of \$557.96, for the additional cash match needed.

Source: (Cash Match)

Funds available as of November 2, 2020

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 Miscellaneous Grants	\$21,567	\$1,025	\$557.96
TOTAL AMOUNT →					\$557.96

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AMOUNT RECEIVED (Character)	AMOUNT
129-GCOPS17A-Q001	FY 2016 COPS DOJ/ Hiring Program	Other Sources / General Fund	\$148,258	\$148,258	\$557.96
TOTAL AMOUNT →					\$557.96

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
129-GCOPS17A-4352	FY 2016 COPS DOJ/ Hiring Program	Service Charge - Police	\$0	\$557.96	\$557.96
TOTAL AMOUNT →					\$557.96

Office of Management and Budget

G. Transfer of Un-Used Grant Match Funds – Grant Fund, General Fund – Various Grants - \$22,388.06

In November 2019, a grants reconciliation effort was completed to finalize some of the financial closeouts of the grants that ended prior to the implementation of the centralized grant oversight process. As the City continues described effort, there were two grants that held General Fund revenues in excess of the expenses that posted to the grants.

The Northwest 7/9 Avenue Connector Project was completed and the remaining un-used grant match revenues in the amount of \$14,480 can be returned to the General Fund. In addition, the Weed and Seed – FY 97/98 grant was identified to have un-used grant match revenues in the amount of \$7,908.06, which may also be returned to the General Fund.

Staff recommends for the City Commission to amend the FY 2020 Operating Budget and FY 2020 – 2024 Community Investment Plan in the amount of \$22,388.06 for the return of un-used grant match revenues to the General Fund.

Source:*Funds available as of November 2, 2020*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Sub-object)	AMOUNT RECEIVED (Sub-object)	AMOUNT
129-P09295.129-Q001	Northwest 7/9 Ave Connector	Other Sources / General Fund	\$15,441	\$15,441	\$14,480.00
129-GWEED8-Q001	Weed and Seed - FY 97/98	Other Sources / General Fund	\$0	\$7,908.06	\$7,908.06
TOTAL AMOUNT →					\$22,388.06

Use:

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-FD001-9129	General Fund	Other Uses/ Tr to Misc. Grants	\$21,567	\$1,025	\$22,388.06
TOTAL AMOUNT →					\$22,388.06

Strategic Connections

Proposed 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 CAM

CAM 20-0803

Attachment

Exhibit 1 – Resolution

Prepared by: Amaris Rosario, Principal Budget and Management Analyst

Department Director: Laura Reece, Office of Management and Budget