

Mayor and Council Communication

DATE: 04/25/23

M&C FILE NUMBER: M&C 23-0308

LOG NAME: 17PID06 MIDYEARFY23

SUBJECT

(CD 4 / Future CD 4) Adopt Ordinance Amending the Fiscal Year 2022-2023 Adopted Budget and Five-Year Service Plan for Public Improvement District 6 - Park Glen and Adopt Appropriation Ordinances

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached ordinance amending the Fiscal Year 2022-2023 Budget and Five-Year Service Plan for Public Improvement District 6 – Park Glen to reflect amendments associated with a mid-year review and direct the City Secretary to record the same in the real property records of Tarrant County, Texas no later than the seventh (7th) day after adoption by the City Council;
2. Adopt the attached appropriation ordinance adjusting appropriations in the General Fund by decreasing appropriations in the Non-Departmental Department in the amount of \$73,173.00 and increasing appropriations in the Economic Development Department by the same amount, for the purpose of transfer to the Fort Worth Public Improvement District 6 - Park Glen Fund for funding Payment In-Lieu of Services and City of Fort Worth Assessments; and
3. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Fort Worth Public Improvement District 6 - Park Glen Fund 1) in the amount of \$169,512.00, in Fiscal Year 2022-2023, from available, unreserved fund balance; 2) in the amount of \$73,173.00, transferred from Economic Development Departments General Fund, for purpose of funding Payment In-Lieu of Services and City of Fort Worth Assessments.

DISCUSSION:

The City of Fort Worth’s Department of Economic Development administers the City’s Public Improvement Districts (PIDs). The City’s PID Policy outlines the need to proactively work with the City’s PID management companies to oversee the services being provided within each of the PIDs. PID 6 – Park Glen (Park Glen PID) is managed by FirstService Residential Texas PID, LLC (FirstService).

On September 13, 2022, City Council adopted Ordinance No. 25712-09-2022, approving the fiscal year (FY) 2022-2023 Budget, Five-Year Service Plan, Assessment Plan, and Tax Year 2022 Assessment Roll for the Park Glen PID. After conducting a mid-year review of the Park Glen PID’s budget, City staff and FirstService has identified the need to increase Park Glen PID’s (City of Fort Worth) allocations by \$242,685.00 to account for 1) \$71,369.00 of additional payment in-lieu of services 2) \$1,804.00 of additional City payment in-lieu of assessments and 3) \$169,512.00 use of fund balance. Expenditure adjustments can be primarily attributable to increases in landscaping, maintenance, and utilities for costs associated with a new contract agreement, irrigation system improvements, and fence repairs.

Two line items listed on the Five-Year Service Plan require a transfer of City funds: (1) the City Payment In-Lieu of Services and (2) the City of Fort Worth Assessment. The City’s Payment In-Lieu of Services is a supplement to the PID budget and intended to provide for the standard level of improvements and services as comparable to what would be provided by the City for the taxpayers generally. The City of Fort Worth Assessment is an allocation to the Park Glen PID budget for assessments the City would pay on City-owned properties in the Park Glen PID, if the City was not a tax-exempt entity.

Revenue Adjustments:

Line Items to be Adjusted	Previously Approved FY23 Budget Item	Recommended Mid-Year Adjustment	Amended FY23 Budget Item
PID Assessments	\$1,934,022.00	\$0.00	\$1,934,022.00
COFW Payment in lieu of Services	\$199,556.00	\$71,369.00	\$270,925.00
COFW Assessment	\$6,897.00	\$1,804.00	\$8,701.00
Use of Fund Balance	\$0.00	\$169,512.00	\$169,512.00
Totals	\$2,140,475.00	\$242,685.00	\$2,383,160.00

Expenditure Adjustments:

Line Items to be Adjusted	Previously Approved FY23 Budget Item	Recommended Mid-Year Adjustment	Amended FY23 Budget Item
Utilities	\$192,000.00	\$30,000.00	\$222,000.00
Landscaping	\$939,362.00	\$234,685.00	\$1,174,047.00
Common Area Maintenance	\$265,000.00	\$109,000.00	\$374,000.00
Capital Improvements	\$185,162.00	(\$125,000.00)	\$60,162.00
Totals	\$1,581,524.00	\$242,685.00	\$1,830,209.00

All other previously approved line items not mentioned above remain the same. Upon approval of the above recommendations, the total budgeted expenses for FY 2022-2023 will be \$2,383,160.00. This mid-year budget adjustment will decrease the unaudited, unassigned fund balance by a total of \$169,512.00. The revised Budget and Five-Year Service Plan will take effect upon approval by City Council. The City and FirstService will update the existing contract to reflect the mid-year adjustment (City Secretary Contract No. 58423).

Funding is available for appropriation in the fund balance of the FWPID #6 - Park Glen Fund. The beginning balance is \$548,865.00, after this M&C, available balance will be \$379,353.00. Funding is also budgeted in the Other Contractual Services account of the Nondept Other Contractual Department's General Fund.

The East Lancaster PID is located in COUNCIL DISTRICT 4/FUTURE COUNCIL DISTRICT 4.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendations and adoption of the attached appropriation ordinances, funds will be available in the current operating budget, as appropriated, in the FWPID #6 - Park Glen Fund. Prior to any expenditure being incurred, the Economic Development Department has the responsibility to validate the availability of funds.

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