

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 04/22/25M&C FILE NUMBER: M&C 25-0366

LOG NAME: 17PID06 MIDYEAR FY25

SUBJECT

(CD 4) Adopt Ordinance Amending Public Improvement District 6 - Park Glen Fiscal Year 2024-2025 Adopted Budget and Five-Year Service Plan; Authorize the Execution of an Amendment to the Associated Management and Improvement Services Agreement with FirstService Residential Texas PID, LLC to Align with these Changes; and Adopt Appropriation Ordinances

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached ordinance amending Public Improvement District 6 – Park Glen Fiscal Year 2024-2025 Budget and Five-Year Service Plan 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; and
2. Authorize the execution of an amendment to the associated Management and Improvement Services Agreement with FirstService Residential Texas PID, LLC (City Secretary Contract No. 62190) to align with these changes; and
3. Adopt the attached appropriation ordinance reallocating estimated receipts and appropriations in the Park & Recreation Department of the General Fund by decreasing appropriations in the General Operating & Maintenance category in the amount of \$63,874.00, and increasing appropriations in the Transfers & Other category by the same amount, for the purpose of funding the Fort Worth Public Improvement District 6 – Park Glen Fund for the Payment In-Lieu of Services; and
4. Adopt the attached appropriation ordinance reallocating estimated receipts and appropriations in the Public Improvement District 6 – Park Glen Fund 1) by increasing in the amount of \$63,874.00, transferred from Park and Recreation Department, 2) decreasing the use of fund balance in the amount of \$43,209.00, and 3) increasing contribution to fund balance in the amount of \$20,665.00, for the purpose of funding Payment In-Lieu Services for the mid-year adjustment.

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 17, 2024, City Council adopted Ordinance No. 27158-09-2024, approving the Fiscal Year (FY) 2024-2025 Budget, Five-Year Service Plan, Assessment Plan, and Tax Year 2024 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 \$20,665.00 to account for \$63,874.00 additional payment in-lieu of services. The additional revenue increase will result in a reduction to the original use of fund balance in the amount of \$43,209.00. The primary factors driving expenditure adjustments include higher utility costs from newly added watering areas, increased landscaping expenses for grading and erosion projects, and elevated electrical maintenance costs due to lighting upkeep and repairs.

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.

Revenue Adjustments:

Line Items to be Adjusted	Previously Approved FY25 Budget Item	Recommended Mid-Year Adjustment	Amended FY25 Budget Item
PID Assessments	\$2,320,056.00	\$0.00	\$2,320,056.00
COFW Payment in lieu of Services	\$270,925.00	\$63,874.00	\$334,799.00
COFW Assessment	\$7,303.00	\$0.00	\$7,303.00
Use of Fund Balance	\$43,209.00	(\$43,209.00)	\$0.00
Totals	\$2,641,493.00	\$20,665.00	\$2,662,158.00

Expenditure Adjustments:

Line Items	Previously Approved FY25 Budget Item	Recommended Mid-Year Adjustment	Amended FY25 Budget Item
Management Fee	\$160,277.00	\$0.00	\$160,277.00
Utilities	\$202,000.00	\$10,000.00	\$212,000.00
Landscaping	\$1,388,250.00	\$85,000.00	\$1,473,250.00
Common Area Maintenance	\$200,000.00	\$5,000.00	\$205,000.00
Holiday Decoration	\$53,000.00	\$0.00	\$53,000.00
Security Enhancements	\$285,400.00	\$0.00	\$285,400.00
Communications	\$14,500.00	\$0.00	\$14,500.00
Public Events	\$51,000.00	\$0.00	\$51,000.00
Capital Improvements	\$230,000.00	\$(100,000.00)	\$130,000.00
Annual Review	\$5,100.00	\$0.00	\$5,100.00
City Administrative Fee	\$51,966.00	\$0.00	\$51,966.00
Contribution to Fund Balance	\$0.00	\$20,665.00	\$20,665.00
Totals	\$2,641,493.00	\$20,665.00	\$2,662,158.00

Upon approval of the above recommendations, the total budgeted expenses for FY 2024-2025 will be \$2,662,158.00. 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. 62190).

The Park Glen PID is located in 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 funds are currently available in the General Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds will be available in the FWPID #6 – Park Glen Fund. Prior to an expenditure being incurred, the Economic Development Department has the responsibility of verifying the availability of funds.

Submitted for City Manager's Office by: Jessica McEachern 5804

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Expedited