

Mayor and Council Communication

DATE: 02/14/23

M&C FILE NUMBER: M&C 23-0058

LOG NAME: 03FY23 CAPITAL CLEANUP Q1

SUBJECT

(ALL) Authorize Financial Transactions in Certain Capital Project Funds to Facilitate the Clean-Up and Close-Out of Capital Projects, Adopt Appropriation Ordinances and Amend the Fiscal Year 2023 Adopted Budget and Fiscal Years 2023-2027 Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached ordinance reallocating appropriations in the Property Management Department of the General Fund by decreasing appropriations from the Operating & Maintenance category in the amount of \$150,000.00 and increasing appropriations in the Transfers & Other category by the same amount;
 2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects Fund in the amount of \$150,000.00, transferred from the General Fund, for the purpose of funding the FY2023 Extractors-Fire Dept project (City Project No. 104600);
 3. Adopt the attached appropriation ordinance increasing estimated receipts in the Street Improvements Fund in the amount of \$5,052.75, from available funds, for the purpose of funding the TCU Apts-Grand Marc Dev project (City Project No. C00407);
 4. Adopt the attached appropriation ordinance adjusting estimated receipts and appropriations in the General Capital Projects Fund by increasing estimated receipts and appropriations in the Contract Street Maintenance project (City Project No. P00020) in the amount of \$697,722.59 and decreasing estimated receipts and appropriations in the Contract Brick Pavement Repair project (City Project No. P00018) in the amount of \$24,047.20 and in the Concrete Restoration project (City Project No. P00019) in the amount of \$673,675.39; and
 5. Amend the Fiscal Year 2023 Adopted Budget and Fiscal Years 2023-2027 Capital Improvement Program.
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DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to provide for capital project clean-up as identified throughout the fiscal year. Items that need clean up may include but are not limited to actions such as authorizing transfers, balancing receipts and appropriations for primarily completed projects to facilitate closing, provide correcting budget transfers and general ledger entries to prepare for project closure or to balance a project, move additional or residual receipts and appropriations to the appropriate capital project fund, and other ancillary actions to fulfill capital obligations as needed.

As the City of Fort Worth (City) has enhanced budgetary and expenditure controls, these requested items seek approval for transparency and control purposes. To the extent possible, each request has been reviewed by the Planning and Data Analytics Department, Budget Division in conjunction with the participating departments for accuracy and completeness.

Items addressed in this M&C are as follows:

For Recommendation 1 and 2, funding of \$150,000.00 is appropriated in the Fiscal Year (FY) 2023 General Fund budget of the Property Management Department for an intended transfer to the General Capital Projects Fund. Due to an administrative oversight, appropriation of these funds was omitted from the FY2023-2027 Capital Improvement Program during the budgeting process. Approval of these recommendations will appropriate funds in the General Capital Projects Fund, City Project No. 104600 - FY2023 Extractors Fire Dept, for the purchase of six extractors for the Fire Department.

Recommendation 3 will balance project C00407- TCU Apts-Grand Marc Dev so that it can be closed and inactivated. Project C00407 is the West Berry Streetscape Improvements project associated with the Grand Marc mixed-use development at the TCU campus. The project was completed in 2017 and has had no activity since. In 2019, an administrative error of moving funds created a financial imbalance in the project. Approval of this recommendation will appropriate the necessary funds to balance the project so that it can be closed and inactivated.

Recommendation 4 will move residual budget in the Contract Brick Pavement programmable project (City Project No. P00018) in the amount of \$24,047.20 and Concrete Restoration programmable project (City Project No. P00019) in the amount of \$673,675.39 to the Contract Street Maintenance programmable project (City Project No. P00020) for a total of \$697,722.59. Approval of this recommendation will consolidate funds in programmable projects P00018 and P00019, which are funded with the same purpose of maintaining streets. The funds will be moved to programmable project P00020 for the award of street maintenance contracts.

The action in this M&C will amend the Fiscal Year 2023 Adopted Budget as approved in connection with Ordinance 25773-09-2022, Section 1. General Fund, as listed on page 3 and Section 7. Capital Improvements, as listed on page 24, as follows:

Fund / Department	FY2023 Adopted Budget	Budget Adjustment	Revised FY2023 Budget
Budget Category			
Expenditures			
Property Management	\$ 21,318,122.00	\$ (150,000.00)	\$ 21,168,122.00
Transfers to the General Capital Fund (Paygo)	\$ 4,810,462.00		\$ 4,810,462.00
Transfer to General Capital Projects Fund		\$ 150,000.00	\$ 150,000.00
Transfer to Vehicle & Equipment Replacement Fund	\$ 3,500,000.00		\$ 3,500,000.00
Total	\$ 29,628,584.00	\$ -	\$ 29,628,584.00

Capital Fund Name	Project Name	FY2023 CIP appropriations	Budget Adjustment	Revised FY2023 CIP appropriations
General Capital Projects Fund	Contract Street Maintenance (P00020)	\$ 25,980,460.00	697,722.59	\$ 26,678,182.59

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 funds are currently available in the operating and capital budgets, as appropriated, of the General Fund and General Capital Projects Fund to support the approval of the above recommendations. Prior to an expenditure being incurred, the Property Management and Transportation and Public Works Departments have the responsibility to validate the availability of funds.

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Additional Information Contact: