

City of Fort Worth, Texas

# Mayor and Council Communication

DATE: 04/23/24 M&C FILE NUMBER: M&C 24-0329

LOG NAME: 17PID15 MIDYEAR FY24

SUBJECT

(CD 11) Adopt Ordinance Amending the Fiscal Year 2023-2024 Budget and Five-Year Service Plan for Public Improvement District 15 - Sun Valley; Authorize Execution of Agreement with CP2 Consultants in the Amount of \$28,851.00 to Manage the Public Improvement District; and Adopt Appropriation Ordinance

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached ordinance amending the Fiscal Year 2023-2024 Budget and Five-Year Service Plan for Public Improvement District 15 – Sun Valley 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 (7<sup>th</sup>) day after adoption by the City Council; and
2. Authorize the execution of an agreement with CP2 Consultants, in the amount of \$28,851.00 to provide management of the improvements and services for the Sun Valley Public Improvement District during Fiscal Year 2023-2024; and
3. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Fort Worth Public Improvement District 15 – Sun Valley Fund in the amount of \$3,687.00, from available, unreserved fund balance, for the purpose of funding mid-year budget adjustments.

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 15 – Sun Valley (Sun Valley PID) is managed by CP2 Consultants, LLC (CP2).

On September 12, 2023, City Council adopted Ordinance No. 26435-09-2023, approving the Fiscal Year (FY) 2023-2024 Budget, Five-Year Service Plan, Assessment Plan, and Tax Year 2023 Assessment Roll for the Sun Valley PID. After conducting a mid-year review of the Sun Valley PID's budget, City staff and CP2 have identified the need to increase the Sun Valley PID Budget by \$3,687.00 to align expenses with actual activities that are attributable primarily to increases in security for hourly rate adjustments and sales tax charges for equipment and decrease in marketing and printing.

On January 22, 2024, Orasi informed the City of its decision to cease management of the Sun Valley PID and requested the termination of their agreement. CP2 Consulting LLC has been selected to assume management responsibilities for the PID, effective upon the approval of this agreement.

Revenue Adjustments:

Line Items to be Adjusted	Previously Approved FY24 Budget Item	Recommended Mid-Year Adjustment	Amended FY24 Budget Item
Use of Fund Balance	\$0.00	\$3,687.00	\$3,687.00
Totals	\$0.00	\$3,687.00	\$3,687.00

Expenditure Adjustments:

Line Items to be Adjusted	Previously Approved FY24 Budget Item	Recommended Mid-Year Adjustment	Amended FY24 Budget Item
Security Cameras	\$18,500.00	\$2,600.00	\$21,100.00
Equipment Rental	\$5,196.00	\$2,279.00	\$7,475.00
Security	\$91,762.00	\$8.00	\$91,770.00
Printing	\$500.00	(\$200.00)	\$300.00
Marketing	\$1,500.00	(\$1,000.00)	\$500.00

<b>Totals</b>	<b>\$117,458.00</b>	<b>\$3,687.00</b>	<b>\$121,145.00</b>
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All other previously approved line items not mentioned above remain the same. Upon approval of the above recommendations, the total budgeted expenses for FY 2023-2024 will be \$159,104.00. This mid-year budget adjustment will decrease the unaudited, unassigned fund balance by a total of \$3,687.00. The revised Budget and Five-Year Service Plan will take effect upon approval by City Council.

Funding is available for appropriation in the fund balance of the FWPID #15 - Sun Valley Fund. The beginning balance is \$187,198.98 after this M&C, available balance will be \$183,511.98.

The Sun Valley PID is located in COUNCIL DISTRICT 11.

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendations and adoption of the attached appropriation ordinance, funds will be available in the current operating budget, as appropriated, in the FWPID #15 - Sun Valley Fund. Prior to any expenditure being incurred, the Economic Development Department has the responsibility to validate the availability of funds.

**Submitted for City Manager's Office by:**    William Johnson    5806

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Expedited