

# Mayor and Council Communication

DATE: 10/22/19

M&C FILE NUMBER: M&C 19-0257

LOG NAME: 03FY2019 CAPITAL CLEANUP Q4

## **SUBJECT**

Adopt Appropriation Ordinances and Authorize Financial Transactions in Certain Capital Project Funds to Facilitate the Clean-Up and Close-Out of Capital Projects (ALL COUNCIL DISTRICTS)

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## **RECOMMENDATION:**

It is recommended that the City Council:

1. Reallocate appropriations in the Park and Recreation Department of the General Fund, in the amount of \$24,000.00, from Operations and Maintenance to Capital Transfer for the purpose of transferring to the YMCA Major Maintenance Project of the General Capital Projects Fund;
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects Fund in the amount of \$24,000.00, from available funds, for the YMCA Major Maintenance Project;
3. Reallocate appropriations in the Neighborhood Services Department of the General Fund, in the amount of \$130,000.00, from Operations and Maintenance to Capital Transfer for the purpose of transferring to the Las Vegas Trail Capital Maintenance Programmable Project of the General Capital Projects Fund;
4. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects Fund in the amount of \$130,000.00, from available funds, for the Las Vegas Trail Capital Maintenance Programmable Project;
5. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in programmable project Business Applications-IT in the amount of \$600,000.00, and reducing estimated receipts and appropriations in programmable project Minor Repair & Renovate Citywide and Recurring Facility Maintenance & Repair in the amounts of \$350,000.00 and \$250,000.00 respectively, from available funds, of the General Capital Projects Fund to facilitate the reallocation of funding for FY17 Enterprise Asset Management;
6. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Special Purpose Fund in the amount of \$570.00, from available funds, for the Firefighter Apprenticeship Program;
7. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Specially Funded Projects Fund in the amount of \$120,000.00 from available funds, for the Fort Worth Public Art Collection Management programmable project; and
8. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Municipal Airport Capital Project Fund in the amount of \$700,870.00, from available funds, for future grant matches project.

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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 of clean up that are needed 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 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 budget division in conjunction with the participating department for accuracy and completeness.

Items addressed in this M&C are as follows:

### **General Fund (PACS Department) and General Capital Project Fund-YMCA Major Maintenance Project**

Via M&C C-27548, approved 12/01/2015, the city agreed to provide long-term support for the operation and major maintenance and repairs of the SE YMCA Aquatics Facility in the form of an annual subsidy and contribute to a long-term major maintenance reserve. Due to the SE YMCA project completion delay in FY2018, the city's financial contribution towards the reserve for this fiscal year did not occur. This authorization allows for the transfer, in the amount of \$24,000 (\$12,000 for FY2018 and FY2019), to be made from the PACS Department of the General Fund to the General Capital Projects Fund. The City will then be in compliance with setting aside its annual contribution amount as indicated in City Secretary Contract #47755. Currently, appropriations of \$24,000.00 exist in the FY2019 General Fund operating budget in operations and maintenance that were specifically for this agreement and will be reallocated to a capital transfer account to enable the execution of the transfer. There is no impact to the General Fund for this reallocation between budgeted categories. This M&C is requesting to appropriate the funds in the YMCA Major Maintenance project of the General Capital Projects Fund.

### **General Fund (NSD Department) and General Capital Project Fund-Las Vegas Trail Cap Maint Programmable Project**

Neighborhood Services is requesting authorization to transfer \$130,000.00 from the General Fund to the General Capital Project Fund to fund a portion of the Las Vegas Trail Capital Maintenance Programmable Project. This requires a reallocation of resources in the General Fund, reducing

appropriations in Operations and Maintenance, and increasing appropriations for Capital Transfers, resulting in a net zero adjustment to the General Fund. Appropriations will increase in the project of the General Capital Project Fund, as the transfer is received. M&C L-16192, approved by Council on 03/19/2019, states the City will commit \$300,000.00 annually, over the next three (3) years, to fund a portion of the capital maintenance and operating expenses associated with the LVTRise Project, Calmont Community Center. This project falls under the scope of the programmable project for Las Vegas Trail Capital Maintenance listed above. The City will utilize \$130,000.00 of the annual amount to fund capital maintenance and repairs to the buildings and non-park site related improvements.

**General Capital Project Fund-Business Applications Programmable Project**

The reallocation of funding from two programmable projects (P00083 Minor Repair & Renovate Citywide and P00049 Recurring Facility Maintenance & Repair) is needed to fund a project within P00037 Business Applications-IT (for FY17 Enterprise Asset Mgmt). This project, contains an enterprise asset management system (VUEWorks) used by multiple departments within the City. TPW Streets and Traffic, Park and Recreation Trades and Operations, and Property Management Facilities all use this system to track and manage city-owned assets. Project Funding was provided from the following sources: \$1.0M in capital (CSC 48757), and \$788,295.00 to be contributed jointly by PMD (\$600,000.00) and PACS (\$188,295.00). However, PMD's contribution of \$600,000.00 was never moved into the project, requiring a true-up against actuals that have been paid from this fund. This M&C is requesting authorization of reallocating a total of \$600,000.00 from 2 programable projects to assist in funding the project based upon agreed upon funding by PMD. All projects noted reside in the General Capital Projects Fund and the reallocation of funds will have a net effect of zero on the fund.

**Special Purpose Fund – Firefighter Apprentice Program**

Firefighter Apprentice Program project S00099 has actual revenue of \$570.00 in excess of budget and the Fire department is requesting these funds be appropriated to become accessible to spend in the Special Purpose Fund 25002.

**Specially Funded Projects Fund**

A collection management fee is distributed from Water as a transfer per the City's agreement of funding for Fort Worth Public Art (FWPA). This transfer was appropriated in the adoption of the FY2019 budget as being received by the Planning & Development department of the General Fund. The correct recipient is the Specially Funded Projects Fund (39007) programmable project for FWPA Collection Management. Thus, a correcting appropriation is needed to increase appropriations by \$120,000.00 in the Specially Funded Projects Fund (39007) as a transfer in to programmable project P00056 FWPA Collection Management. (M&C G-19412).

**Municipal Airport Capital Projects Fund**

In FY2019, the Municipal Airport Fund budgeted \$739,171.00 in the capital transfer out account as an estimated amount to be considered for a transfer to the Municipal Airport Capital Projects Fund for the Future Grant Match project (CPN 101731). Appropriations were not established in the Municipal Airport Capital Projects Fund and this M&C is requesting to appropriate \$700,870.00 in the Municipal Airport Capital Projects Fund. The unused portion of approximately \$38,301.00 will fall to net position in the operating fund at the close of FY2019.

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

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds are available in the FY2019 operating budget of the General Fund and will be available in the current capital budget, as appropriated, of the General Capital Projects, Special Purpose, Specially Funded Capital Projects and Municipal Airport Capital Projects Funds.

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