

Mayor and Council Communication

DATE: 05/13/25

M&C FILE NUMBER: M&C 25-0449

LOG NAME: 25C&T_FM08_SUPP_APPROP

SUBJECT

(ALL) Adopt Appropriation Ordinance Increasing Appropriations and Receipts in the Cultural and Tourism Fund for Unexpected Expenses Related to the Operations of the Will Rogers Memorial Center and Fort Worth Convention Center, Authorize the Award and Execution of Agreements with Herc Rentals Inc. and W-W Manufacturing Co., Inc. for Emergency Purchases, and Amend the Fiscal Year 2025 Adopted Budget

RECOMMENDATION:

It is recommended that the City Council:

1. Approve the emergency purchases and authorize the execution of agreements with Herc Rental, Inc. in the amount of \$325,000.00 and W-W Manufacturing Co. Inc. in the amount of \$124,920.00,
 2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the total amount of \$875,920.00 in the Culture and Tourism Fund (1) by increasing Contributions from Others in the amount of \$247,282.00 and (2) Use of Fund Balance in the amount of \$628,638.00, for the purpose of funding unexpected operating expenses at the Fort Worth Convention Center and Will Rogers Memorial Center, and
 3. Amend Fiscal Year 2025 Adopted Budget.
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DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to adjust the Fiscal Year (FY) 2025 adopted budget in the Culture and Tourism Fund, to retroactively approve emergency purchases and authorize the execution of agreements by the Public Events Department (PED) as a result of unexpected operational cost at Will Rogers Memorial Center (WRMC) and the Fort Worth Convention Center (FWCC).

Revenues in the Culture and Tourism Fund operating budget increased by \$247,282.00 from the City's agreement with Majestic Realty to manage the Cowtown Coliseum, City Secretary Contract 27542-A7A1 as approved with M&C 24-0755 on August 27, 2024, which was beyond the timeframe for inclusion in the original FY 2025 proposed budget prior to adoption. This agreement entitles the City to a 12% share of the profits generated by the facility.

Expenditures in the Culture and Tourism Fund operating budget needs increased by a total of \$875,920.00 for the purpose of funding unexpected operational expenses for WRMC and FWCC.

The Public Events Department executed City Secretary Contract No. 62794 with Unica Enterprises, LLC as authorized by M&C 25-0064 on January 28, 2025 to clean restrooms, dust, empty garbage, sweep, mop and vacuum as needed, and restock janitorial supplies at both the FWCC and WRMC. By hiring Unica, the Department anticipates savings from decreased temporary labor and the reduced need to recruit, hire and train part-time employees. The anticipated cost difference for these services in the 2025 fiscal year is \$201,000.00 for FWCC and \$225,000.00 for WRMC for a combined total of \$426,000.00.

Due to the Coliseum Concourse renovations and Burnett Stall Project, the WRMC staff has identified the need to construct a temporary dirt arena in the Sheep Barn to support the horse shows contracted through the 2025 calendar year season. To do this, the WRMC staff requires additional livestock handling bases, panels and gates beyond the current capacity. These bases, panels, and gates are specifically manufactured to create a safe riding and exercise arena for horses and attendees. Due to time constraints, this was approved as an emergency procurement for \$124,920.00 with W-W Manufacturing Co., Inc.

Additionally, due to the renovations, several large horse shows are accommodating the full closure of the Coliseum by shifting their rented spaces and alternating their show schedules from March 17, 2025 through December 2025. In preparation to provide a safe environment for these equestrian events, the WRMC team identified the need for portable conditioned air units for the Equestrian Multi-Purpose Building. Due to time constraints, this was approved as an emergency procurement for up to \$325,000.00 with Herc Rentals Inc.

Funding is available for appropriation in the fund balance and in the Contribution from Others account in the Culture and Tourism Fund. The beginning balance is \$21,646,977.13 and the new balance will be \$21,018,339.13 after this M&C.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendations, funds are available in the current operating budget of the Culture and Tourism Fund. Prior to an expenditure being incurred, the Public Events Department has the responsibility to validate the availability of funds.

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Expedited