

Mayor and Council Communication

DATE: 04/28/26

M&C FILE NUMBER: M&C 26-0273

LOG NAME: 03PID15 MIDYEAR FY26

SUBJECT

(CD 11) Adopt Ordinance Amending Public Improvement District 15 - Sun Valley Fiscal Year 2025-2026 Adopted Budget and Five-Year Service Plan; Authorize the Execution of an Amendment to the Associated Management and Improvement Services Agreement with CP2 Consultants to Align with these Changes; and Adopt Appropriation Ordinance

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached ordinance amending the Fiscal Year 2025-2026 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 (7th) day after adoption by the City Council;
2. Authorize the execution of an amendment to the associated Management and Improvement Services Agreement with CP2 Consultants (City Secretary Contract No. 64226) to align with these changes; and
3. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Public Improvement District 15 - Sun Valley Fund in the amount of \$31,287.00, from available, unreserved fund balance, for the purpose of funding mid-year budget adjustments.

DISCUSSION:

The City of Fort Worth’s (COFW) FWLab Department 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 16, 2025, City Council adopted Ordinance No. 27994-09-2025, approving the Fiscal Year (FY) 2025-2026 Budget, Five-Year Service Plan, Assessment Plan, and Tax Year 2025 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 \$31,287.00. This adjustment reflects the use of available fund balance to support program enhancements. As a result, the originally projected contribution to fund balance will be reduced by \$5,541.00. The expenditure adjustments are primarily attributable to increased investment in signage and security cameras.

In addition to PID Assessments, the Sun Valley PID also receives funding from City of Fort Worth Payment In-Lieu of Assessment, which is an allocation to the PID budget for assessments the City would pay on City-owned properties in the Sun Valley PID, if the City was not a tax-exempt entity. This revenue source is not changing in the current update to the Five-Year Service Plan.

Revenue Adjustments:

Line Items to be Adjusted	Previously Approved FY26 Budget Item	Recommended Mid-Year Adjustment	Amended FY26 Budget Item
PID Assessments	\$194,629.00	\$0.00	\$194,629.00
Payment In-Lieu of Assessments	169.00	0.00	169.00
Use of Fund Balance	0.00	31,287.00	31,287.00
Totals	\$194,798.00	\$31,287.00	\$226,085.00

Expenditure Adjustments:

Line Items to be Adjusted	Previously Approved FY26 Budget Item	Recommended Mid-Year Adjustment	Amended FY26 Budget Item
Management Fee	\$31,493.00	\$0.00	\$31,493.00
Safety & Security	140,050.00	6,000.00	146,050.00

Capital Improvements	8,312.00	27,828.00	36,140.00
Communications	2,506.00	0.00	2,506.00
City Audit	3,000.00	3,000.00	6,000.00
City Administration Fee	3,896.00	0.00	3,896.00
Contribution to Fund Balance	5,541.00	(5,541.00)	0.00
Totals	\$194,798.00	\$31,287.00	\$226,085.00

Upon approval of the above recommendations, the total budgeted expenses for FY2025-2026 will be \$31,287.00. The revised Budget and Five-Year Service Plan will take effect upon approval by City Council. The City and CP2 Consultants, LLC will update the existing contract to reflect the mid-year adjustment (City Secretary Contract No. 64226).

Funding will be budgeted within the FWPID #15 – Sun Valley Fund for Fiscal Year 2026. Funding is available for appropriation in the fund balance of the FWPID# 15 - Sun Valley Fund. The current balance is \$279,225.72 after this M&C available balance will be \$247,938.72.

The Sun Valley PID is located in COUNCIL DISTRICT 11.

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 from fund balance within the FWPID #15 - Sun Valley Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the FWPID #15 - Sun Valley Fund as appropriated. Prior to an expenditure being incurred, the FWLab Department has the responsibility of verifying the availability of funds.

Submitted for City Manager's Office by:

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