

# Mayor and Council Communication

**DATE:** 03/29/22

**M&C FILE NUMBER:** M&C 22-0188

**LOG NAME:** 03FY22 CAPITAL CLEANUP Q2

## **SUBJECT**

(ALL) Authorize Financial Transactions in Certain Capital Project Funds to Facilitate the Clean-Up and Close-Out of Capital Projects, Adopt Attached Appropriation Ordinances and Amend the Fiscal Year 2022 Adopted Budget and Fiscal Years 2022-2026 Capital Improvement Program

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Vehicle and Equipment Replacement Fund in the amount of \$29,000.00, transferred from the General Fund, for the purposes of funding the General VERF Programmable Project (City Project No. P00097);
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects Fund, in the amount of \$400,000.00, from available funds, for the purposes of funding the Transit Initiatives Programmable project (City Project No. P00129);
3. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Special Purpose Fund, in the amount of \$120,153.43 from available funds, for the purposes of funding the Northside Community Center project (City Project No. S00051);
4. Adopt the attached appropriation ordinance adjusting estimated receipts and appropriations in the PARD Improvements Fund, by decreasing estimated receipts and appropriations from the FWPA-Trail Drivers Park project (City Project No. 100212) in the amount of \$36.00 and increasing estimated receipts in the Victory Forest Community Center project (City Project No. C00130) by the same amount; and
5. Amend the Fiscal Year 2022 Adopted Budget and Fiscal Years 2022-2026 Capital Improvement Program.

## **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 Budget Division in conjunction with the participating departments for accuracy and completeness.

Items addressed in this M&C are as follows:

### **Property Management**

Funding of \$29,000.00 is appropriated in the General Fund of the Property Management Department for an intended transfer to the Vehicle and Equipment Replacement Fund. Due to an administrative oversight, the funding was omitted from the FY2022-2026 Capital Improvement Program during the budgeting process. Approval of Recommendation #1 will appropriate the funds in the General VERF Programmable Project for the purchase of a vehicle for facility operations and maintenance at the New City Hall.

### **Transportation and Public Works**

During the FY2020-2024 Capital Improvement Program budgeting process, the Transit Mobile Phone App Project (City Project No. 102311) received appropriations of \$500,000.00 but only incurred expenses of \$100,000.00. Approval of Recommendation #2 will appropriate the residual funding to the Transit Initiatives Programmable Project (City Project No. P00129) to keep the funds associated with Mobility projects.

### **Neighborhood Services**

Neighborhood Services has reviewed the following several projects in the Special Purpose Fund and determined that no further expenses will be incurred and the excess revenues can be appropriated to the Northside Community Center (City Project No. S00051). Approval of Recommendation #3 will allow for the purchase of furniture and equipment for the Northside community center, which has been undergoing renovations.

Project Name	Revenues Available
S00040-Andrew Doc Session Community Center	\$45,179.34
S00041-Como Community Center	\$8,161.47

S00054-Southside Community Center	\$9,530.93
S00050-North Tri Community Center	\$11,984.31
S00059-Worth Heights Community Center	\$10,831.92
S00159-Day Camp NS	\$34,465.46
<b>Funds Available to Appropriate</b>	<b>\$120,153.43</b>

### **Fort Worth Public Art**

The reprogramming of funds from several completed Fort Worth Public Art projects was approved via M&C 20-0205 in April 2020. At the time, excess revenues in the amount of \$4,895.75 from the Victory Forest Community Center project (City Project No. C00130) were reallocated to the FWPA-Trail Drivers Park (City Project No. 100212). Due to an administrative oversight, that amount should have been \$4,859.75, a difference of \$36.00. Approval of Recommendation #4 corrects the amount of both projects and allows for the Victory Forest Community Center project (City Project No. C00130) to be balanced at the fund-level.

Funding for the following operating fund was not included in the FY2022 Adopted Budget due to the fact that the funds are appropriated when needed and not annually. Per this M&C, the FY2022 Adopted Budget is as follows:

<b>Fund / Department</b>	<b>FY2022 Adopted Budget</b>	<b>Authority</b>	<b>Budget Adjustment</b>	<b>Revised FY2022 Budget</b>
<b>Budget Category</b>				
Special Purpose Fund				
Revenues				
Diversity & Inclusion	\$ -	M&C 21-0837	\$ 10,000.00	\$ 10,000.00
Fire		M&C 21-1004	\$ 44,578.00	\$ 44,578.00
Development		M&C 22-0106	\$ 453,492.00	\$ 453,492.00
Neighborhood Services		This M&C	\$ 120,153.43	\$ 120,153.43
Total Revenues	\$ -			\$ 628,223.43
Expenditures				
Diversity & Inclusion		M&C 21-0837	\$ 10,000.00	\$ 10,000.00
Fire		M&C 21-1004	\$ 44,578.00	\$ 44,578.00
Development	\$ -	M&C 22-0106	\$ 453,492.00	\$ 453,492.00
Neighborhood Services		This M&C	\$ 120,153.43	\$ 120,153.43
Total Expenditures	\$ -			\$ 628,223.43

The action in this M&C will amend the Fiscal Year 2022 Adopted Budget as approved in connection with Ordinance 25073-09-2021, Section 6. Capital Improvements, as listed on pages 22-23.

<b>Capital Fund Name</b>	<b>Project Name</b>	<b>FY2022 CIP Appropriations</b>	<b>Authority</b>	<b>Budget Adjustment</b>	<b>Revised FY2022 Budget</b>
Vehicle and Equipment Replacement Fund	P00097-General VERF Programmable Project	\$3,000,000.00	This M&C	\$29,000.00	\$3,029,000.00
General Capital Projects Fund	P00129-Transit Initiatives Programable	\$800,000.00	This M&C	\$400,000.00	\$1,200,000.00

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 in the General Fund, the Unspecified-All Funds project within the General Capital Projects Fund, the Andrew Doc Session Community Center project, Como Community Center project, the Southside Community Center project, the North Tri Community Center project, the Worth Heights Community Center project and the Day Camp NS project within the Special Purpose Fund and the Victory Forest Rec Center project within the PARD Improvements Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds will be available in the various Capital Improvement Program Funds. Prior to an expenditure being incurred, the participating departments have the responsibility of verifying the availability of funds.

**Submitted for City Manager's Office by:** Fernando Costa 6122

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**Additional Information Contact:**

