

Mayor and Council Communication

DATE: 05/05/20**M&C FILE NUMBER:** M&C 20-0323**LOG NAME:** 13PID19 MIDYEARFY20**SUBJECT**

Adopt Resolution Amending the Fiscal Year 2019-2020 Budget and Five-Year Service Plan for Public Improvement District 19 - Historic Camp Bowie and Adopt Appropriation Ordinance (COUNCIL DISTRICTS 3 & 7)

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached resolution approving the revised Fiscal Year 2019-2020 Budget and Five-Year Service Plan for Public Improvement District 19 – Historic Camp Bowie to reflect amendments associated with a mid-year review; and
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Fort Worth Public Improvement District 19 – Historic Camp Bowie Fund in the amount of \$307,539.00, from available unreserved fund balance.

DISCUSSION:

The City of Fort Worth Department of Financial Management Services administers the City's Public Improvement Districts (PIDs) in accordance with Chapter 372 of the Texas Local Government Code. The City's PID Policy outlines the need to proactively work with the PID managers to oversee the services being provided by the PIDs and their associated financial positions. Staff, along with the contracted PID management companies, have conducted mid-year reviews of the Public Improvement District 19 - Historic Camp Bowie (Historic Camp Bowie PID) Annual Budget (Budget) and recommend the following adjustments.

The City contracts with Camp Bowie District, Inc. to manage the Historic Camp Bowie PID. Camp Bowie District, Inc. has identified the need to increase the Historic Camp Bowie PID budget by \$227,539.00 to cover expenses associated with the beautification, marketing, and audit line items. The expenses include additional cost associated with the Green Ribbon Funding project, a marketing plan to assist property owners post COVID-19, and audit of PID financials. The increase in the Historic Camp Bowie PID budget is represented by the use of fund balance in the amount of \$307,539.00 and a decrease to the PID Assessment line item in the amount of \$80,000.00.

With the establishment of the Historic Camp Bowie PID and the creation of its property boundary, staff found that there were 75 properties that were improperly levied an assessment and labeled as being a part of the PID for tax years 2018/2019. The original petition of properties sent to Tarrant Appraisal District creating the Historic Camp Bowie PID boundary was incorrectly verified for proper data transmission. Staff has recently identified and corrected this issue with the Tarrant Appraisal District and the Tarrant County Assessor Collectors Office, which will result in a reduction to the current revenue received in this fiscal year as refunds are issued. Camp Bowie District, Inc., along with City staff, have identified the need to decrease the PID Assessment line item by \$80,000.00 to account for the reduction in revenue for the 75 lots removed.

Revenue Adjustments:

Line Items to be Adjusted	Previously Approved FY20 Budget Item	Recommended Mid-Year Adjustment	Amended FY20 Budget Item
PID Assessments	\$432,771.00	\$(80,000.00)	\$352,771.00
Payment in lieu of Services	\$17,791.00	-	\$17,791.00
Use of Fund Balance	-	\$307,539.00	\$307,539.00
Total Budget Revenue	\$450,562.00	\$227,539.00	\$678,101.00

Expenditure Adjustments:

Line Items to be Adjusted	Previously Approved FY20 Budget Item	Recommended Mid-Year Adjustment	Amended FY20 Budget Item
Professional Fees	\$5,000.00	\$(5,000.00)	-
Beautification	\$69,802.00	\$152,658.00	\$222,460.00
Marketing	\$24,000.00	\$75,381.00	\$99,381.00
Communication	\$26,000.00	\$2,000.00	\$28,000.00
Audit	-	\$2,500.00	\$2,500.00
Totals	\$124,802.00	\$227,539.00	\$352,341.00

Staff supports Camp Bowie District, Inc.'s recommended mid-year budget adjustments. All other previously approved line items not mentioned above remain the same. Upon approval of the above recommendations, the total budgeted expenses for Fiscal Year 2019-2020 will be \$678,101.00. This mid-year budget adjustment will decrease the unaudited, unassigned fund balance by a total of \$307,539.00. The revised Budget and Five-Year Service Plan will take effect upon approval by City Council. The City and Camp Bowie District, Inc. will amend the existing management contract to reflect the mid-year adjustment (City Secretary Contract No. 52908). The proposed changes to the Historic Camp Bowie PID Budget maintain compliance with reserve requirements.

The Historic Camp Bowie PID is located in COUNCIL DISTRICTS 3 & 7.

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 upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the current operating budget, as appropriated of the FWPID #19 - Historic Camp Bowie Fund. Prior to any expenditure being incurred, the Financial Management Services Department has the responsibility to validate the availability of funds.

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