

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 04/06/21 M&C FILE NUMBER: M&C 21-0229

LOG NAME: 17PID20 MIDYEARFY21

SUBJECT

(CD 5 and CD 8) Adopt Attached Resolution Amending the Fiscal Year 2020-2021 Budget and Five-Year Service Plan for Public Improvement District 20 – East Lancaster Avenue and Adopt Attached Appropriation Ordinance

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached resolution approving the revised Fiscal Year 2020-2021 Budget and Five-Year Service Plan for Public Improvement District 20 – East Lancaster Avenue to reflect amendments associated with a mid-year review; and
2. Adopt the attached appropriation ordinance increasing receipts and appropriations in the Fort Worth Public Improvement District 20 – East Lancaster Avenue Fund in the amount of \$36,000.00, from available, unreserved fund balance.

DISCUSSION:

The City of Fort Worth Department of Economic Development 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 20 - East Lancaster Avenue (East Lancaster PID) Annual Budget (Budget) and recommend the following adjustments.

The City contracts with FirstService Residential Texas PID, LLC (FirstService) to manage the East Lancaster PID. FirstService has identified the need to increase the East Lancaster Budget by \$36,000.00 to cover expenses associated with increases to security for increased patrols and installation of security cameras. Removal of the insurance line item does not relieve FirstService from acquiring insurance in the types and amounts required under the contract. All such insurance costs are built into the current management fee.

Revenue adjustments:

Line Items to be Adjusted	Previously Approved FY21 Budget Item	Recommended Mid-Year Adjustment	Amended FY21 Budget Item
PID Assessments	\$256,457.00	\$0.00	\$256,457.00
Use of Fund Balance	\$0.00	\$36,000.00	\$36,000.00
Totals	\$256,457.00	\$36,000.00	\$292,457.00

Expenditure adjustments:

Line items to be Adjusted	Previously Approved FY21 Budget Item	Recommended Mid-Year Adjustment	Amended FY21 Budget Item
Security	\$219,528.00	\$42,000.00	\$261,528.00
Insurance	\$6,000.00	(\$6,000.00)	\$0.00
Totals	\$225,528.00	\$36,000.00	\$261,528.00

Staff supports FirstService'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 2020-2021 will remain at \$292,457.00. This mid-year budget adjustment will decrease the unaudited, unassigned fund balance by a total of \$36,000.00. The revised Budget and Five-Year Service Plan will take effect upon approval by City Council. The City and FirstService will update the existing contract to reflect the mid-year adjustment (City Secretary Contract No. 54793).

The East Lancaster PID is located in COUNCIL DISTRICTS 5 & 8.

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, in the FWPID #20 - East Lancaster Ave Fund. Prior to any expenditure being incurred, the Economic Development Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Jay Chapa 5804

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