



DRAFT

**REVENUE ESTIMATING CONFERENCE COMMITTEE
MEETING MINUTES**

CITY OF FORT LAUDERDALE

**City Hall, 8th Floor Conference Room
March 28, 2023 – 3:30 P.M.**

- I. Call to Order at 3:31 p.m.
- II. Roll Call

		03/22/2023 – 03/28/2023	
		Cumulative Attendance	
Committee Member	Attendance	Present	Absent
David Brown	P	2	0
Ross Cammarata	P	2	0
Pamela Harrell	P	2	0
Yvette Matthews	P	2	0

Also Attending

- Laura Reece, Director, Office of Management and Budget
- Carl Williams, Deputy Director, Parks & Recreation
- Enrique Sanchez, Deputy Director, Parks & Recreation
- Vedasha Roopnarine, Senior Financial Administrator, Parks & Recreation
- Stacey Daley, Business Operations Manager, Parks & Recreation
- Laura Voet, Aquatic Complex Manager, Parks & Recreation
- Christopher Cooper, Director, Development Services
- Alfred Battle, Deputy Director, Development Services
- Porshia Williams, Deputy Director, Development Services
- Juan Rodriguez, Division Manager, Development Services
- Aukela Holloway, Management Analyst, Development Services
- Tamieka McGibbon, Principal Budget and Management Analyst

- III. Approval of Meeting Minutes
 - Motion made by Mrs. Matthews and seconded by Mr. Brown – Approved Unanimously
- IV. Floor Open for Neighbor Input - There were no comments from the public.
- V. Old Business
 - Finance Department – second review of P-Card Rebate Revenues
 - The Committee reviewed and reached consensus for estimates for the P-Card Rebate Revenue

Revenues Reviewed Finance	FY 2024 Department Estimate	FY 2024 Budget Estimate	FY 2024 Revenue Estimating Conference Committee Revenue Consensus
Pcard Rebates Procurement	\$ 900,000	\$ 935,166	\$ 700,000

- Discussion on P-Card Rebate - the department advised the convenience fee for utilizing a credit card has increased significantly which will ultimately lead to the City paying more. The rebate received on paying our electric bill amounted to \$198,000; the committee agreed to reduce the revenue request from the department by \$200,000 to account for this change.

VI. New Business

- Discussion of Development Services Revenue Reviews
- The Committee reviewed and reached consensus for estimates for the following revenue sources:

Revenues Reviewed Development Services	FY 2024 Department Estimate	FY 2024 Budget Estimate	FY 2024 Revenue Estimating Conference Committee Revenue Consensus
Business Tax	\$ 3,000,000	\$ 3,744,321	\$ 3,209,506
Landscaping Permits	\$ 436,000	\$ 464,254	\$ 464,254
Permits/Misc. Eng. Charges	\$ 360,000	\$ 448,031	\$ 360,000
Development Review Fees	\$ 317,000	\$ 395,555	\$ 375,000
Planning & Zoning Board	\$ 65,000	\$ 74,026	\$ 74,026
Zoning Review	\$ 1,100,000	\$ 1,454,081	\$ 1,250,000
Administrative Review	\$ 49,000	\$ 49,363	\$ 49,000
Building Permit - Premium Fee	\$ 250,000	\$ 526,818	\$ 388,000
Special Magistrate Board Fines	\$ 700,000	\$ 889,182	\$ 700,000

- Discussion on Business Tax, the department has seen greater compliance from local businesses with directed marketing of the program.

Revenue Estimating Conference Committee

March 28, 2023

Page 3

- Discussion on Landscaping Permits, the Committee was advised that this does not tie into the Tree Trust Fund, but that we have in the past been reimbursed for the utilization in CIP projects.
- Discussion on Building Permit – Premium Fee, the department advised the percentage of the total building cost was reduced as revenues have shifted in the other permitting disciplines. They advised there has been a slowdown in the number of development permits being requested.
- Discussion of Parks & Recreation Revenue Reviews
- The Committee reviewed and reached consensus for estimates for the following revenue sources:

Revenues Reviewed Parks & Recreation	FY 2024 Department Estimate	FY 2024 Budget Estimate	FY 2024 Revenue Estimating Conference Committee Revenue Consensus
Program Fees-Day Camp	\$ 205,000	\$ 200,106	\$ 200,000
Athletics Fees-Youth Programs	\$ 225,000	\$ 227,593	\$ 225,000
Electric Fees-Docks	\$ 261,000	\$ 222,942	\$ 261,000
Commercial Yacht Fees	\$ 320,000	\$ 239,559	\$ 320,000
Yacht Fees-Docks	\$ 1,370,000	\$ 1,292,873	\$ 1,370,000
Tennis Lessons	\$ 500,000	\$ 504,575	\$ 500,000
Softball Complex-Mills Pond	\$ 120,000	\$ 106,327	\$ 106,327
Swim Club Contract-Hall of Fame	\$ 400,000	\$ 283,937	\$ 400,000
Miscellaneous Recreation Revenues	\$ 250,000	\$ 262,775	\$ 250,000
Beach Cabana Rentals	\$ 850,000	\$ 1,028,003	\$ 1,028,003

- Discussion on Commercial Yacht Fees, department advised the RECC board that CPI is utilized in setting the annual fees.

VII. It was discussed that FY 24 meetings may be reduced to two (2), combining the following departments:

- Finance and Fire Rescue/Police

- Parks and Recreation and Development Services

VIII. Adjourn at 5:03 p.m.

PLEASE NOTE THAT AS MEMBERS OF THE REVENUE ESTIMATING CONFERENCE COMMITTEE, TWO-WAY COMMUNICATION BETWEEN MEMBERS IS PROHIBITED BY SUNSHINE LAW. DO NOT REPLY TO ANY BOARD OR COMMITTEE MEMBER. DISCUSSION SHOULD TAKE PLACE AT THE SCHEDULED COMMITTEE MEETING.

PURPOSE: The purpose and duties are to serve as subject matter experts in reviewing revenue estimates for the City of Fort Lauderdale's budget process. **Note:** Two or more City of Fort Lauderdale Commissioners or members of a Fort Lauderdale Advisory Board or Committee may be in attendance at this meeting. If a person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. If you desire auxiliary services to assist in viewing or hearing the meeting or reading agendas and minutes for the meetings, please contact the City Clerk's Office at 954-828-5002 and arrangements will be made to provide these services to you.

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from city officials regarding City business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.

