

# APPROVED

## REVENUE ESTIMATING CONFERENCE COMMITTEE (RECC)

CITY OF FORT LAUDERDALE  
101 NE 3<sup>RD</sup> AVENUE, SUITE 1400  
FORT LAUDERDALE, FL 33301  
MARCH 20, 2013 – 4:00 P.M.

### **Committee Members**

Marty Kurtz  
Norm Mason  
June Page  
Pamela Winston

### **Staff**

Bob Oelke  
Douglas Wood, Director of Finance  
Emilie Smith, Budget Manager  
Kirk Buffington, Deputy Director of Finance  
Linda Logan-Short, Controller  
Stanley Hawthorne, Assistant City Manager  
Terence Arrington, Sr. Management Fellow

#### **I. Call to Order**

The meeting was called to order at 4:10PM.

#### **II. Roll Call**

All members present.

#### **III. Approval of Meeting Minutes**

- a. Mr. Norm Mason offered a motion, seconded by Ms. Pamela Winston, to accept the March 13, 2013 Meeting Minutes as presented. The motion was approved.

#### **IV. Old Business**

- a. Mr. Norm Mason discussed population estimates. DOT tracks the number of cars throughout the state. Florida growth is similar to the overall growth in the U.S. and the growth in Fort Lauderdale is similar to that of the state of Florida. The annual growth rate in Broward is 0.7%, while the annual growth rate in Fort Lauderdale is 0.9%
- b. Updates for the Burton Model:
  - Intergovernmental – still the same; not based on price
  - Questions on the residential growth assumption calculations

#### **V. New Business**

- a. Committee Work Plan and Methodology

b. Discussion of Assumptions for Revenue:

**Charges for Service Category**

- **City Clerk Fees** – Set at the max per Florida State Statute. The assumption needs to be revised to include volume rather than assumed increases in charges. The graph amounts are actual amounts, not in in thousands, as stated.
- **Board of Adjustment Fees** – Ms. Emilie Smith noted that DSD sets these fees. Mr. Stanley Hawthorne added that the user fee study is currently underway. Ms. Emilie Smith will find out why there is a spike in 2010. Ms. June Page noted that costs need to be recovered 100%. This assumption also needs to be revised to include volume.
- **Candidate Filing Fee** – Next election is 2015. The graph amounts are actual amounts, not in in thousands, as stated.
- **Development Review Fees** – The decline 2008-2010 was based on the economy. The assumption should not include assumed increases in charges. The acronyms in the Planning and Zoning Fee Schedule should be spelled out. Site Plan Level II total should be \$3,120 and not \$31,020 as listed in the schedule. The spelling of “rezoning” needs to be corrected. Unified Land Development Regulations abbreviation should be corrected.
- **Encroachment Licenses** – Is this an annual or a one-time fee?
- **Traffic Study Fees** – No concerns noted with underlying assumption.
- **Lien Research Fees** – Needs to be included in user fee study; Increase should be considered.
- **Payroll Deduction Processing Charges** – The graph amounts are actual amounts, not in in thousands, as stated.
- **Photocopies and Print Sales** – The graph amounts are actual amounts, not in in thousands, as stated. This assumption also needs to be revised to include volume. Ms. Emilie Smith will confirm that the maximum fee is being charged.
- **Planning and Zoning Fees** – No concerns noted with underlying assumption.
- **Historic Preservation Board** – Mr. Bob Oelke suggested charging the fee based on a percentage of the amount of the development instead of a flat fee.. The graph amounts are actual amounts, not in in thousands, as stated.

- **Dishonored Check Fees** – Fees need to be corrected. The graph amounts are actual amounts, not in in thousands, as stated.

Prior to the next meeting Ms. Emilie Smith will choose the largest revenues to review prior to the April 3 meeting with Burton in order to be prepared, The RECC will provide conclusion on the assumptions in April.

VI. **Adjourn**

The meeting was adjourned by Mr. Norm Mason, seconded by Mr. Marty Kurtz, at 5:35PM.