

# APPROVED

## REVENUE ESTIMATING CONFERENCE COMMITTEE (RECC) MEETING

City of Fort Lauderdale  
101 NE 3<sup>rd</sup> Avenue, Suite 1400, 14<sup>th</sup> Floor Budget Conference Room  
Fort Lauderdale, FL 33301

Wednesday March 26, 2014 – 4:00 PM

### MINUTES

#### I. Call to Order

June Page called meeting to order

#### II. Roll Call

Pam Winston, Chair – Not Present  
June Page, Vice Chair – Present  
Jennifer Diehl, Secretary – Present  
Norm Mason - Present

#### III. Approval of Minutes

March 19, 2014 minutes approved as presented. Motion made by Jennifer Diehl and seconded by Norm Mason.

#### IV. Old Business

None

#### V. New Business

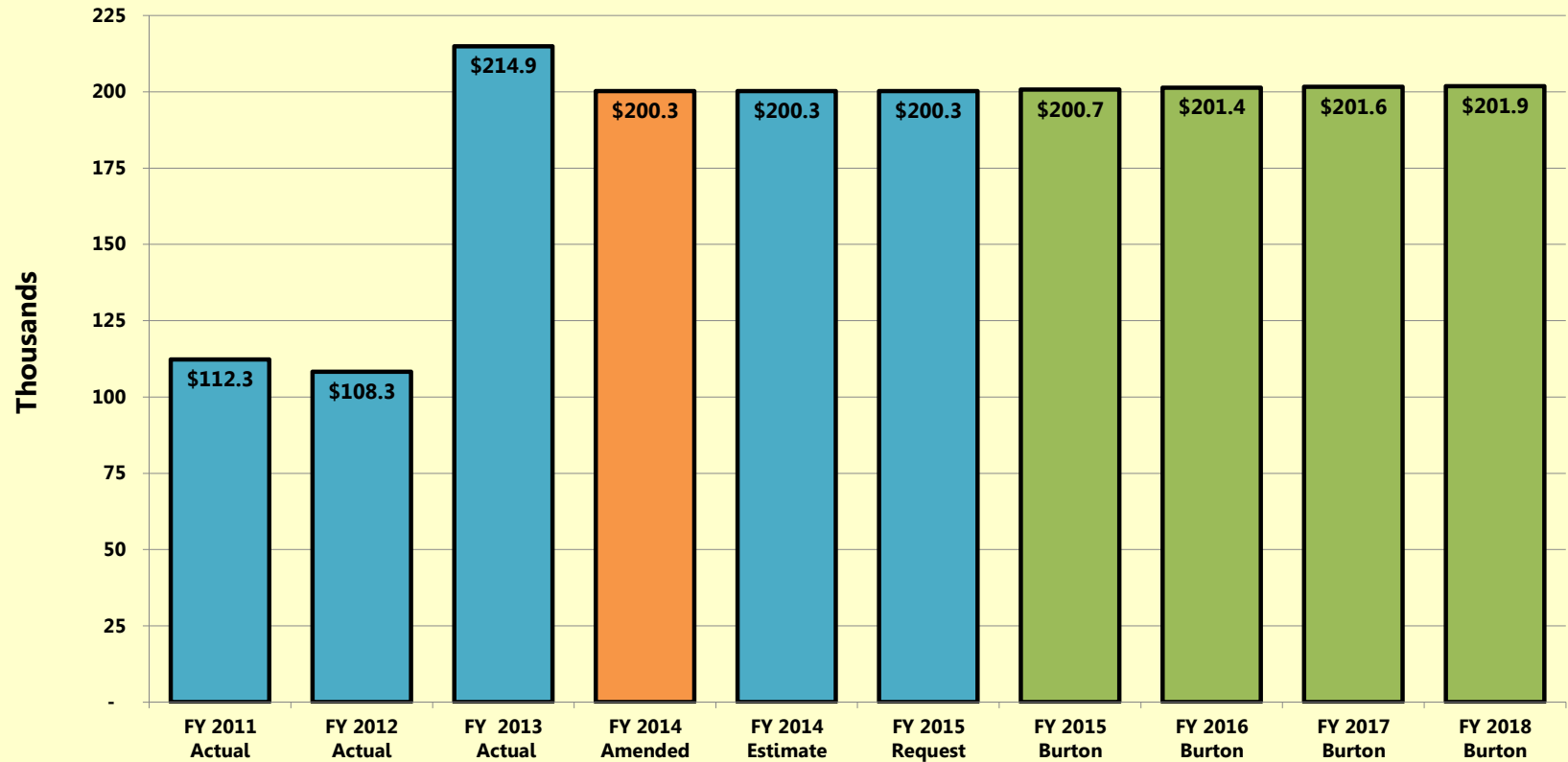
- Discussed covering more materials per meeting to get information for budget advisory board and city commission meeting by April 28, 2014 and to consultants by mid-April
- Assumptions for Motor Fuel Tax discussed
  - Agree to amount requested
  - Based on transportation expenditures averaged over the 5 preceding years
- Assumptions for State Gas Tax Refund discussed
  - FY 14 % change should be 21.75%
  - 3 year average is \$189k
  - Agree to amount requested
- Assumptions Alcoholic Beverage License Fees discussed
  - Agree to amount requested
- Assumptions for Sales Tax Revenue Sharing discussed
  - There is a bill in Tallahassee to reduce tax on commercial rent from 6% to 5% which will be a 1.1% reduction in sales tax; the bill is in committee now
  - \$3,475,000 proposed

- \$3,196,000 is the guaranteed entitlement amount
- Assumptions for Half Cent Sales Tax discussed
  - Why the drop in 2012?
    - Population driven; increased in 2013 in relation to the county
  - Agree to amount requested
- Assumptions for County Shared Gas Tax discussed
  - Keep as requested
- Assumptions for Permits/Misc. Engineering Charges discussed
  - Why keeping flat if so many buildings?
    - Is for work in right-of-way
  - Keep as requested
- Assumptions for Development Review Fees discussed
  - Why going down while permits/misc. engineering charges going up?
    - Because not for right-of-way, for private land?
    - Will discuss further with sustainable development department for basis and why trends different
    - Will decide number after discussion with sustainable development next week
- Assumptions for Lien Research Fees discussed
  - Driven by home sales, foreclosures, etc.
  - Preparing to amend ordinance to go to a flat fee and for searches to be expedited for an additional fee
  - Keep as requested
- Assumptions for Planning & Zoning discussed
  - Raised fees in 2010
  - Would think 100% cost recovery
  - Year to date is at \$31k
  - \$75,000 proposed
- Assumptions for Review and Inspection discussed
  - Keep as requested
- Assumptions for Zoning Inspection discussed
  - Is for re-inspections
  - Becoming more strict in inspection compliance
  - At almost \$200k year to date
  - Keep as requested
- Assumptions for Administrative Review discussed
  - In-house review of large projects
  - Will decide number after discussion with sustainable development next week

## VI. Adjourn

- Motion made by Jennifer Diehl and seconded by Norm Mason

# Permits/Misc. Engineering Charges

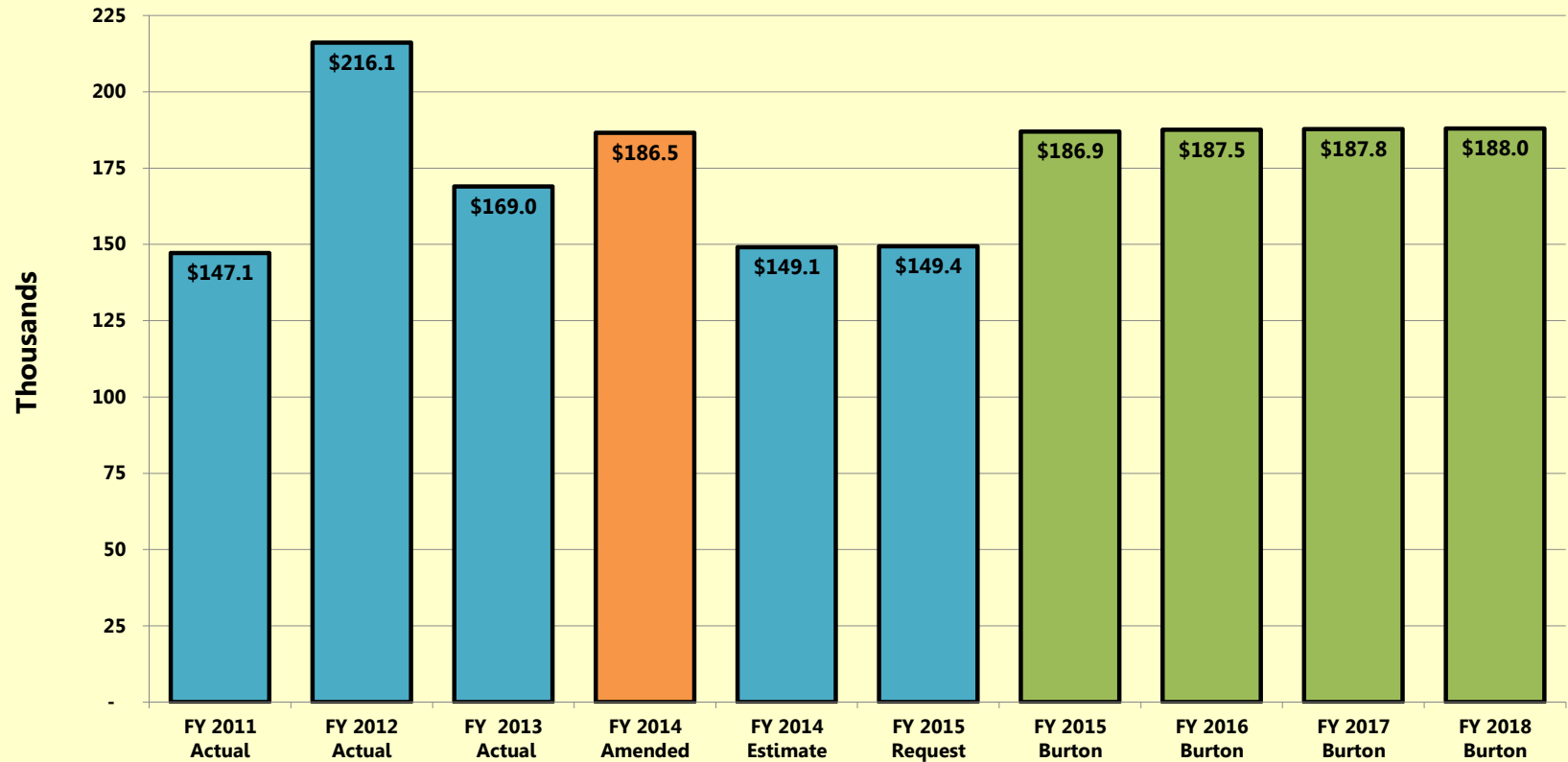


Revenue Source	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Amended	FY 2014 Estimate	FY 2015 Request	FY 2015 Burton	FY 2016 Burton	FY 2017 Burton	FY 2018 Burton	Department
Permits/Misc Engineering Charges	112,318	108,317	214,920	200,278	200,278	200,278	200,693	201,355	201,624	201,877	Sustainable Development
% of Permits/Misc. Engineering Charges Change		-3.69%	49.60%	-7.31%	-7.31%	0.00%	0.21%	0.33%	0.13%	0.13%	

## Description

Application fees for a comprehensive Development Review of significant development applications are reviewed by the Department's Urban Design & Planning Division (UDP) staff and subsequently processed through the appropriate review channel depending upon the nature of the development. This review of development proposals includes construction permits, infrastructure improvements and conducting of work in the public right-of-way. This work requires a comprehensive review of on-site and roadway geometry, grading, drainage, safe and adequate access, impacts of construction operations, adequacy of traffic and parking, provision for easements and underground infrastructure including sewers, drains, water lines, utilities and surface reconstruction.

# Development Review Fees



Revenue Source	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Amended	FY 2014 Estimate	FY 2015 Request	FY 2015 Burton	FY 2016 Burton	FY 2017 Burton	FY 2018 Burton	Department
Development Review Fees	147,146	216,069	168,950	186,528	149,072	149,381	186,914	187,531	187,782	188,017	Sustainable Development
% of Development Review Fees Change		31.90%	-27.89%	9.42%	-13.33%	-19.91%	0.21%	0.33%	0.13%	0.13%	

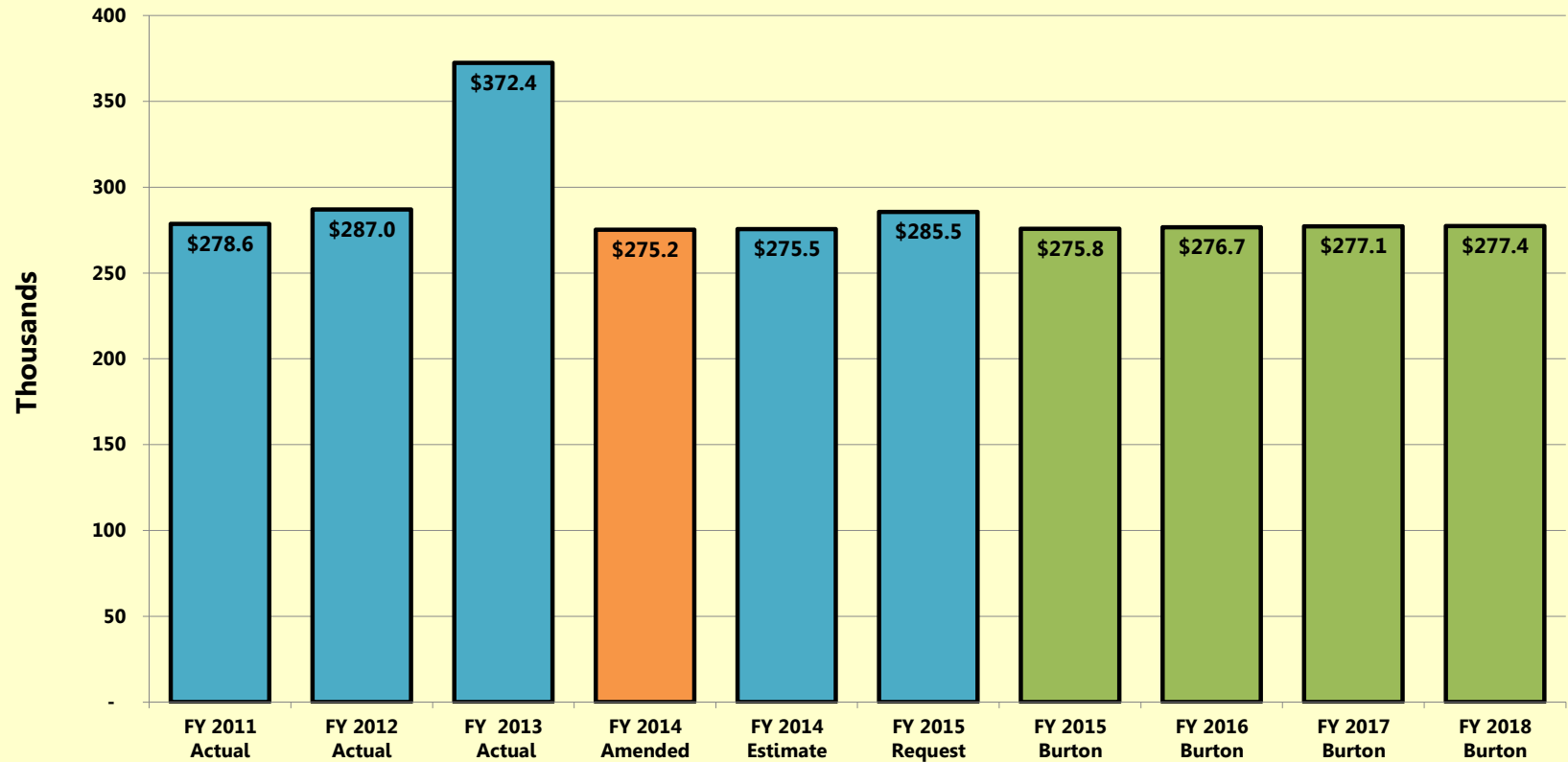
## Description

Development review fees assessed to applicants for development review. The current fee schedule was adopted by Fort Lauderdale City Commission in September 2010. Applications are reviewed by the Development Review Committee, Planning and Zoning Board and City Commission.

## Fiscal Capacity

In 2010, Fort Lauderdale City Commission approved the revision of the fee schedule for development applications. Commission approval would be required to modify the fee schedule.

# Lien Research Fees



Revenue Source	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Amended	FY 2014 Estimate	FY 2015 Request	FY 2015 Burton	FY 2016 Burton	FY 2017 Burton	FY 2018 Burton	Department
Lien Research Fees	278,612	286,993	372,430	275,235	275,485	285,500	275,805	276,715	277,085	277,432	Finance
% of Lien Research Fees Change		2.92%	22.94%	-35.31%	-35.19%	3.73%	0.21%	0.33%	0.13%	0.13%	

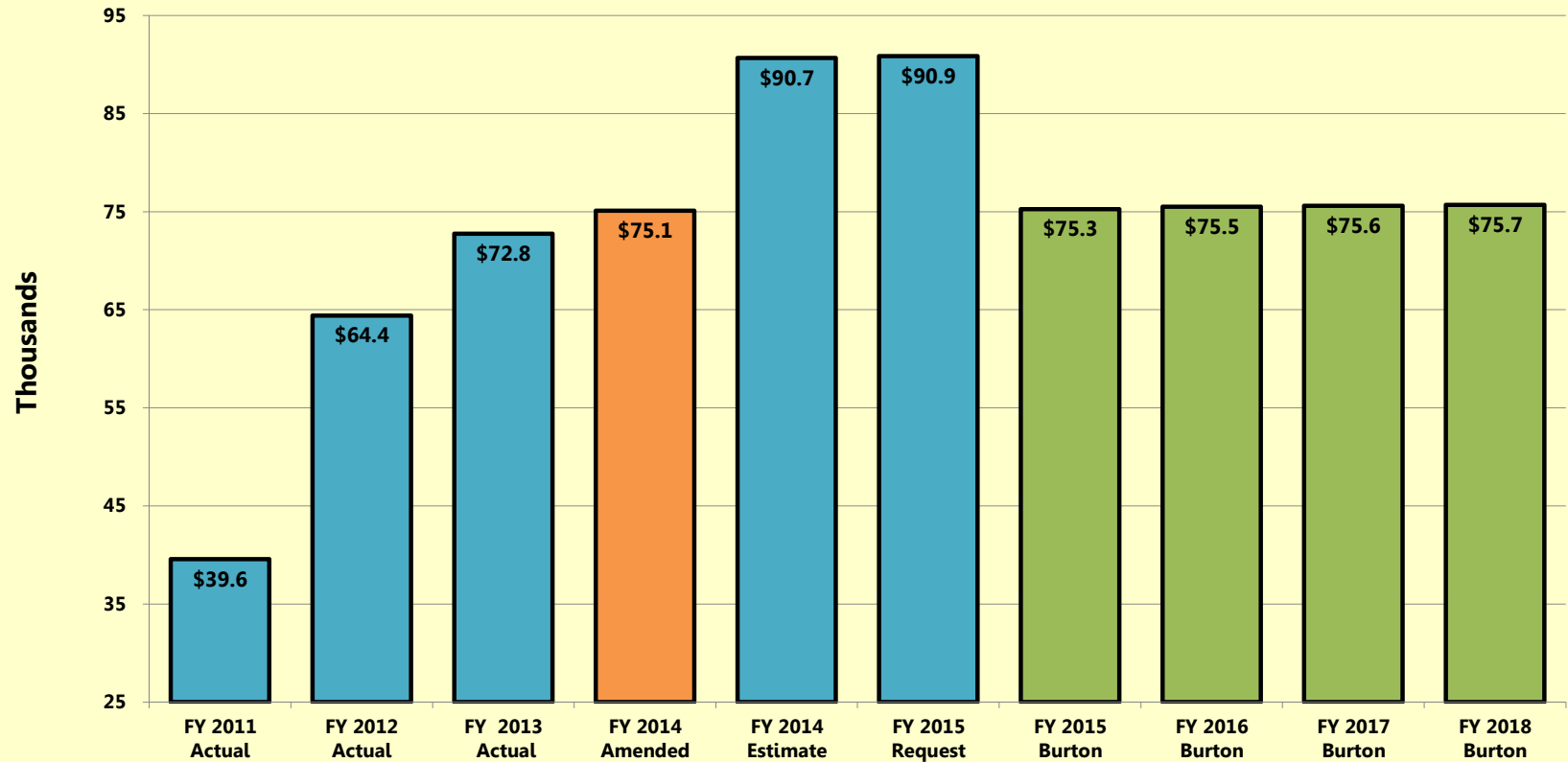
## **Description**

This is an administrative fee collected for services associated with lien research. The fee charged for conducting lien research is \$50 for a same day response and \$25 for a normal response, which takes five to seven working days.

## **Fiscal Capacity**

Commission approval would be required to increase the fee schedule.

# Planning & Zoning Board Fees



Revenue Source	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Amended	FY 2014 Estimate	FY 2015 Request	FY 2015 Burton	FY 2016 Burton	FY 2017 Burton	FY 2018 Burton	Department
Planning & Zoning Board	39,578	64,392	72,756	75,104	90,671	90,858	75,260	75,508	75,609	75,704	Sustainable Development
% of Planning & Zoning Board Change		38.54%	11.50%	3.13%	19.76%	20.98%	0.21%	0.33%	0.13%	0.13%	

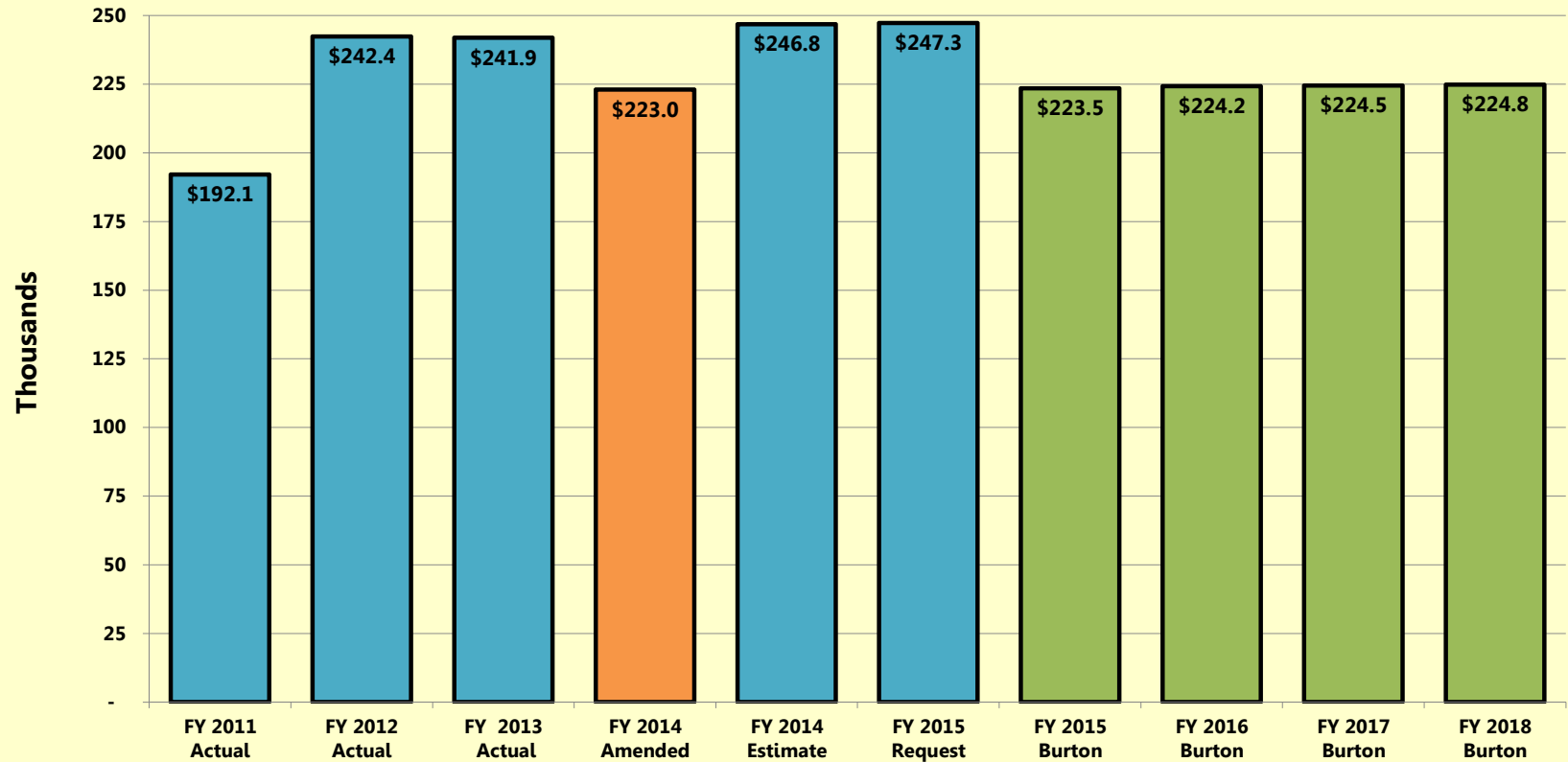
## Description

This revenue source is generated from fees assessed to applicants with planning and zoning needs. Applications are reviewed by the Development Review Committee, Planning and Zoning Board and City Commission. Applicants are assessed an initial application fee or a list of fees based on service needs. The current rates are based on the fee schedule outlined on the Urban Design & Planning Division development application.

## Fiscal Capacity

In 2010, Fort Lauderdale City Commission approved the revision of the fees assessed to neighbors who submit Urban Design and Planning Division development applications to the Planning and Zoning Board. Commission approval would be required to increase the fee schedule.

# Zoning Review & Inspection



Revenue Source	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Amended	FY 2014 Estimate	FY 2015 Request	FY 2015 Burton	FY 2016 Burton	FY 2017 Burton	FY 2018 Burton	Department
Zoning Review & Inspection	192,059	242,376	241,875	223,039	246,777	247,288	223,501	224,238	224,538	224,820	Sustainable Development
% of Zoning Review & Inspection Change		20.76%	-0.21%	-8.45%	1.99%	10.87%	0.21%	0.33%	0.13%	0.13%	

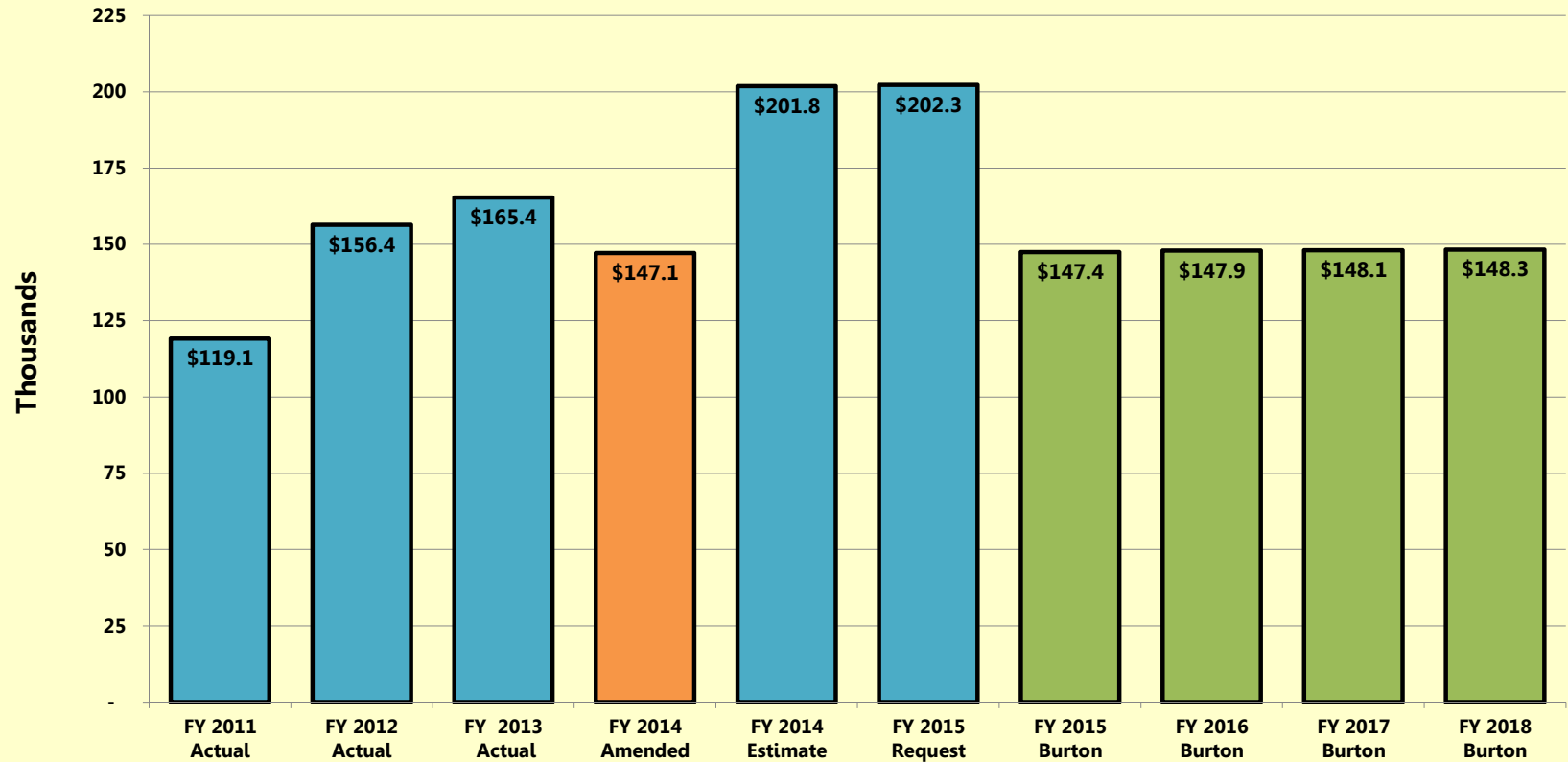
## Description

This revenue source originates from fees assessed to Zoning Revenue applicants. The fee assessed for Zoning Review and Inspection is \$99.

## Fiscal Capacity

The fee assessed to zoning review & inspection applicants are a part of the revised fee schedule approved by Fort Lauderdale City Commission in 2010. Commission approval would be required to increase the fee schedule.

# Zoning Inspection



Revenue Source	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Amended	FY 2014 Estimate	FY 2015 Request	FY 2015 Burton	FY 2016 Burton	FY 2017 Burton	FY 2018 Burton	Department
Zoning Inspection	119,123	156,370	165,384	147,127	201,832	202,250	147,432	147,918	148,116	148,302	Sustainable Development
% of Zoning Inspection Change		23.82%	5.45%	-12.41%	18.06%	37.47%	0.21%	0.33%	0.13%	0.13%	

## Description

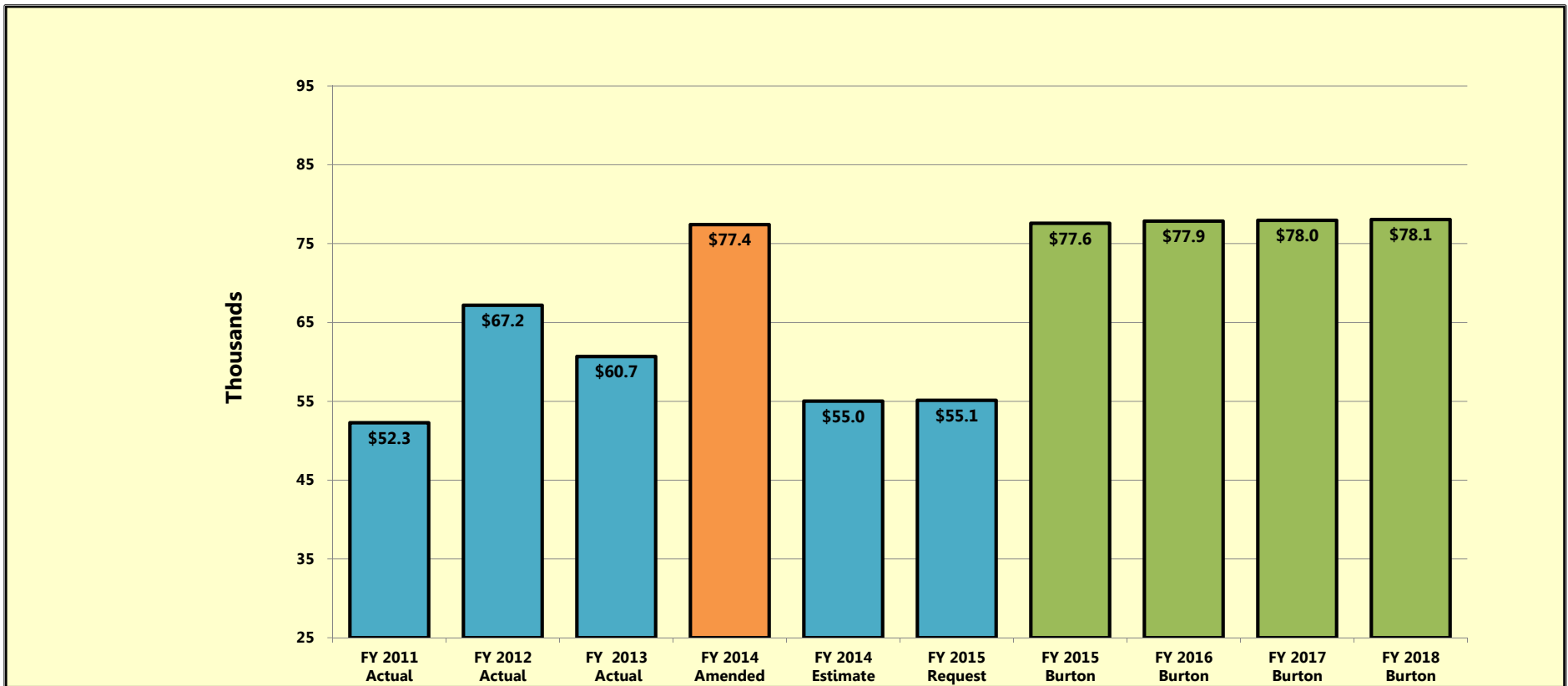
The fees assessed to applicants for Zoning Re-inspections. The additional re-inspection and job check fee of \$45 is assessed as needed.

## Fiscal Capacity

The fee assessed to zoning re-inspection applicants are a part of the revised fee schedule approved by Fort Lauderdale City Commission in 2010. Commission approval would be required to increase the fee schedule.



# Administrative Review



Revenue Source	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Amended	FY 2014 Estimate	FY 2015 Request	FY 2015 Burton	FY 2016 Burton	FY 2017 Burton	FY 2018 Burton	Department
Administrative Review	52,300	67,199	60,679	77,437	55,028	55,142	77,597	77,853	77,958	78,055	Sustainable Development
% of Administrative Review Change		22.17%	-10.75%	21.64%	-10.27%	-28.79%	0.21%	0.33%	0.13%	0.12%	

## **Description**

Administrative review fees are cost associated with an in-house review of a new or existing project. The administrative review fees vary based on the size of the project.

\$550 - Temporary Construction Staging Area for Public Improvement Projects, Site Plan Level 1: Central Beach Limited Impact, and Site Plan Level 1: Change of Use (Same or lesser impact & satisfy parking)

\$750 - Amended Development Review Committee (DRC) Site Plan Level II

\$1,240 - Amended Development Review Committee (DRC) Site Plan Level III or IV (<5%)

\$2,230 - Amended Development Review Committee DRC Site Plan Level III (Planning & Zoning)

\$2,270 - Amended Development Review Committee DRC Site Plan Level IV (CC)

## **Fiscal Capacity**

The fee assessed for administrative review applicants are a part of the revised fee schedule approved by Fort Lauderdale City Commission in 2010. Commission approval would be required to increase the fee schedule.

# Revenue Estimating Conference Committee (Finance) Taxes/Fees/Intergovernmental

	Year	October	November	December	January	February	March	April	May	June	July	August	September	Total	Feb YTD	% of Feb Ytd	
<b>D401 MOTOR FUEL TAX-REVENUE SHARING</b>	2011	106,682	106,682	106,682	106,682	106,682	106,682	106,682	106,682	-	-	385,223	101,916	<b>1,340,597</b>	533,412	39.8%	
	2012	101,916	101,916	101,916	207,019	-	101,916	101,916	98,729	101,916	-	320,039	97,496	<b>1,334,778</b>	512,766	38.4%	
	2013	97,496	97,495	97,495	97,494	97,496	97,496	97,497	97,497	97,497	100,301	136,549	97,098	<b>1,211,411</b>	487,476	40.2%	
	2014	97,098	97,098	97,098	97,098	97,098	97,098	97,098	-	-	-	-	-	<b>582,590</b>	485,491		
<b>D403 STATE GAS TAX REFUND</b>	2011	15,924	-	26,855	-	-	47,284	14,357	16,413	11,491	-	-	30,801	<b>163,125</b>	42,779	26.2%	
	2012	-	31,001	15,586	-	28,218	10,544	15,553	14,715	30,337	-	17,340	57,113	<b>220,406</b>	74,805	33.9%	
	2013	-	-	-	4,212	-	-	45,090	-	-	-	13,507	-	121,992	<b>184,801</b>	4,212	2.3%
	2014	-	-	16,081	-	28,483	-	-	-	-	-	-	-	<b>44,563</b>	44,563		
<b>E101 ALCOHOLIC BEVERAGE LICENSE FEES</b>	2011	-	3,348	-	-	8,826	-	-	197,788	-	-	31,941	-	<b>241,903</b>	12,174	5.0%	
	2012	-	21,349	-	-	-	-	-	200,285	-	-	30,405	-	<b>252,039</b>	21,349	8.5%	
	2013	-	13,420	-	-	13,720	-	-	185,017	-	-	33,862	-	<b>246,019</b>	27,140	11.0%	
	2014	-	-	-	-	10,295	-	-	-	-	-	-	-	<b>10,295</b>	10,295		
<b>E112 SALES TAX-REVENUE SHARING</b>	2011	260,934	260,934	260,934	260,934	260,934	260,934	260,934	260,934	-	-	975,140	260,258	<b>3,322,872</b>	1,304,672	39.3%	
	2012	260,258	260,258	260,258	517,330	-	260,258	260,258	263,445	260,258	-	871,015	268,755	<b>3,482,095</b>	1,298,104	37.3%	
	2013	268,754	268,752	268,752	268,751	268,756	268,756	268,757	268,757	268,757	276,487	390,413	279,690	<b>3,365,381</b>	1,343,765	39.9%	
	2014	279,690	279,690	279,690	279,690	279,690	279,690	279,690	-	-	-	-	-	<b>1,678,139</b>	1,398,449		
<b>E113 HALF CENT SALES TAX</b>	2011	-	740,032	753,387	798,545	918,644	780,695	795,598	888,007	810,060	769,389	794,608	1,454,287	<b>9,503,251</b>	3,210,608	33.8%	
	2012	-	702,542	710,716	764,292	871,939	742,530	727,570	864,950	754,153	744,742	756,981	1,445,009	<b>9,085,424</b>	3,049,489	33.6%	
	2013	-	737,485	-	1,565,575	922,292	814,105	798,201	901,243	816,096	794,327	804,581	1,557,780	<b>9,711,686</b>	3,225,352	33.2%	
	2014	-	-	1,586,333	863,677	1,001,312	-	-	-	-	-	-	-	<b>3,451,321</b>	3,451,321		
<b>F401 COUNTY SHARED GAS TAX</b>	2011	-	162,107	166,718	160,552	176,118	146,199	171,583	172,288	155,873	184,357	149,607	311,997	<b>1,957,399</b>	665,494	34.0%	
	2012	-	140,683	155,877	141,654	145,330	152,623	138,184	162,299	154,674	137,885	144,138	280,703	<b>1,754,049</b>	583,544	33.3%	
	2013	-	144,995	145,495	140,786	148,708	145,721	140,754	151,125	154,943	152,282	139,464	428,014	<b>1,892,288</b>	579,984	30.6%	
	2014	-	173,452	169,327	160,172	175,864	-	-	-	-	-	-	-	<b>678,814</b>	678,814		