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 department 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 department next week

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**VI. Adjourn**

- Motion made by Jennifer Diehl and seconded by Norm Mason
## Permits/Misc. Engineering Charges

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<tbody>
<tr>
<td>Application fees for a comprehensive Development Review of significant development applications are reviewed by the Department's Urban Design &amp; 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.</td>
<td>$112,318</td>
<td>$108,317</td>
<td>$214,920</td>
<td>$200,278</td>
<td>$200,278</td>
<td>$200,278</td>
<td>$200,693</td>
<td>$201,355</td>
<td>$201,624</td>
<td>$201,877</td>
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### Revenue Source

- **Permits/Misc Engineering Charges**
- **% of Permits/Misc. Engineering Charges Change**: -3.69% 49.60% -7.31% -7.31% 0.00% 0.21% 0.33% 0.13% 0.13%

**Department**: Sustainable Development
## Development Review Fees

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<tbody>
<tr>
<td>Development Review Fees</td>
<td>$147,146</td>
<td>$216,069</td>
<td>$168,950</td>
<td>$186,528</td>
<td>$149,072</td>
<td>$149,381</td>
<td>$186,914</td>
<td>$187,531</td>
<td>$187,782</td>
<td>$188,017</td>
<td>Sustainable Development</td>
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<tr>
<td>% of Development Review Fees Change</td>
<td>31.90%</td>
<td>-27.89%</td>
<td>9.42%</td>
<td>-13.33%</td>
<td>-19.91%</td>
<td>0.21%</td>
<td>0.33%</td>
<td>0.13%</td>
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### 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

#### 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.

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<tr>
<td>Lien Research Fees</td>
<td>278,612</td>
<td>286,993</td>
<td>372,430</td>
<td>275,235</td>
<td>275,485</td>
<td>285,500</td>
<td>275,805</td>
<td>276,715</td>
<td>277,085</td>
<td>277,432</td>
<td>Finance</td>
</tr>
<tr>
<td>% of Lien Research Fees Change</td>
<td>2.92%</td>
<td>22.94%</td>
<td>-35.31%</td>
<td>-35.19%</td>
<td>3.73%</td>
<td>0.21%</td>
<td>0.33%</td>
<td>0.13%</td>
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### 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.
**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

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<tbody>
<tr>
<td>Zoning Inspection</td>
<td>119,123</td>
<td>156,370</td>
<td>165,384</td>
<td>147,127</td>
<td>201,832</td>
<td>202,250</td>
<td>147,432</td>
<td>147,918</td>
<td>148,116</td>
<td>148,302</td>
<td>Sustainable Development</td>
</tr>
<tr>
<td>% of Zoning Inspection Change</td>
<td>23.82%</td>
<td>5.45%</td>
<td>-12.41%</td>
<td>18.06%</td>
<td>37.47%</td>
<td>0.21%</td>
<td>0.33%</td>
<td>0.13%</td>
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### 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.
**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

| 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **D401 MOTOR FUEL TAX-REVENUE SHARING** | 2011 | 106,682 | 106,682 | 106,682 | 106,682 | 106,682 | 106,682 | - | - | - | - | 385,223 | 101,916 | 1,340,597 | 533,412 | 39.8% |
| | 2012 | 101,916 | 101,916 | 101,916 | 101,916 | 98,729 | 101,916 | - | 320,039 | 97,496 | 1,334,778 | 512,766 | 38.4% |
| | 2013 | 97,496 | 97,495 | 97,495 | 97,494 | 97,496 | 97,497 | 97,497 | 100,301 | 136,549 | 97,098 | 1,211,411 | 487,476 | 40.2% |
| | 2014 | 97,098 | 97,098 | 97,098 | 97,098 | 97,097 | 97,097 | - | - | - | - | - | 582,590 | 485,491 |
| **D403 STATE GAS TAX REFUND** | 2011 | 15,924 | - | 26,855 | - | - | 47,284 | 14,357 | 16,413 | 11,491 | - | - | 30,801 | 163,125 | 42,779 | 26.2% |
| | 2012 | - | 31,001 | 15,586 | - | 10,544 | 14,715 | 30,337 | - | 17,340 | 57,113 | - | - | 220,406 | 74,805 | 33.9% |
| | 2013 | - | - | - | 4,212 | - | - | 13,507 | - | 121,992 | - | - | 184,801 | 4,212 | 2.3% |
| | 2014 | - | - | 16,081 | - | 28,483 | - | - | - | - | - | 44,563 | - | 44,563 |
| **E101 ALCOHOLIC BEVERAGE LICENSE FEES** | 2011 | - | 3,348 | - | - | 8,826 | - | 197,788 | - | - | 31,941 | - | 241,903 | 12,174 | 5.0% |
| | 2012 | - | 21,349 | - | - | 200,285 | - | - | - | - | - | 252,039 | 21,349 | 8.5% |
| | 2013 | - | 13,420 | - | - | 197,788 | - | - | - | - | - | 246,019 | - | 246,019 |
| | 2014 | - | - | - | 10,295 | - | - | - | - | - | - | - | 10,295 | - | 10,295 |
| **E112 SALES TAX-REVENUE SHARING** | 2011 | 260,934 | 260,934 | 260,934 | 260,934 | 260,934 | 260,934 | - | - | - | - | 975,140 | 260,258 | 3,322,872 | 1,304,672 | 39.3% |
| | 2013 | 268,754 | 268,752 | 268,752 | 268,756 | 268,757 | 268,757 | 268,757 | 276,487 | 300,413 | 794,608 | 9,503,251 | 3,210,608 | 33.8% |
| | 2014 | 279,690 | 279,690 | 279,690 | 279,690 | 279,690 | 279,690 | 279,690 | - | - | - | - | 1,678,139 | 1,398,449 |
| **E113 HALF CENT TAX** | 2011 | - | 740,032 | 753,387 | 798,545 | 918,644 | 780,695 | 795,598 | 888,007 | 810,060 | 769,389 | 794,608 | 1,454,287 | 9,503,251 | 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 | 9,085,424 | 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 | 9,711,686 | 3,225,352 | 33.2% |
| | 2014 | - | - | 1,586,333 | 863,677 | 1,001,312 | - | - | - | - | - | - | 3,451,321 | - | 3,451,321 |
| **F401 COUNTY SHARED GAS TAX** | 2011 | - | 162,107 | 166,718 | 160,552 | 176,118 | 146,199 | 171,583 | 172,288 | 155,873 | 184,357 | 149,607 | 311,997 | 1,957,399 | 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 | 1,754,049 | 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 | 1,892,288 | 579,984 | 30.6% |
| | 2014 | - | 173,452 | 169,327 | 160,172 | 175,864 | - | - | - | - | - | - | 678,814 | - | 678,814 |

As of March 21, 2014