



CITY OF FORT LAUDERDALE

APPROVED
BUDGET ADVISORY BOARD MEETING
CITY OF FORT LAUDERDALE
VIRTUAL MEETING
JANUARY 20, 2021 – 6:00 P.M.

Board Member	Attendance	10/2020 through 9/2021	
		Cumulative Attendance Present	Absent
Brian Donaldson, Chair	P	3	0
Jeff Lowe, Vice Chair	P	3	0
Ross Cammarata	P	3	0
Catherine Graham	P	3	0
Michael Marshall	A	1	2
A. Abidemi Oladipo	P	2	0
Prabhuling Patel	P	3	0
Adam Sabin	P	3	0
Johnnie Smith	P	3	0
Christopher Williams	P	2	1

Also Attending

- Chris Lagerbloom, City Manager
- Laura Reece, Budget Director
- Susan Grant, Finance Director
- Diane Lichenstein, Budget Manager
- Yvette Matthews, Assistant Budget Manager
- Parth Patel, Budget Analyst
- Charmaine Crawford, Budget Department and Board Liaison
- Jamie Opperee, Prototype Inc. Recording Secretary

Communications to the City Commission

None

Purpose: To Provide the City with input regarding the taxpayers’ perspective in the development of the annual operating budget; to review projections and estimates from the City Manager regarding revenues and expenditures for upcoming fiscal year; to advise the City Commission on service levels and priorities and fiscal solvency; and to submit recommendations to the City Commission no later than August 15 of each year regarding a budget for the upcoming fiscal year.

I. Call to Order

The meeting of the Budget Advisory Board was called to order at 6:01 p.m.

II. Roll Call

Roll was called, and it was determined a quorum was present.

III. Approval of Meeting Minutes **A. November 18, 2020**

Motion made by Ms. Graham, seconded by Mr. Lowe, to approve the minutes of the Board's November 18, 2020 meeting. In a voice vote, motion passed unanimously.

IV. Floor Open for Neighbor Input

None

V. Old Business

- Update on Non-Profit Organization Grant Application Process

Chair Donaldson had attended the conference meeting when the Board's Communication to the Commission regarding the non-profit grant process was discussed. The Commission indicated they would discuss the process during their goal setting session on January 29. After that meeting, Chair Donaldson and Ms. Reece would report back to the Board.

Ms. Reece reported Parth Patel and Yvette Matthews had contracted with a vendor and worked to get a working electronic system for grant applicants to submit their applications. Ms. Matthews showed Board members the City's webpage where non-profits could go to complete the application process.

Ms. Matthews said on January 29, Board members would receive an email from Submittable providing them with log on credentials to let them know that applications had been submitted. She explained how Board members would use the website to review and score the applications. She requested Board members complete the reviews by February 10. Staff would then create a list of the applications and their scores. So far, they had received over 100 draft applications, so she anticipated quite a few applications.

Ms. Reece said there would be two meetings dedicated to the BAB reviewing the applications. Based on the number of applications that were submitted and what the Commission's priorities were, staff would meet with Chair Donaldson to determine a process that would allow them to complete the review process with two meetings.

Ms. Matthews informed Board members that Submittable provided user support through the website and could be contacted in many ways.

Chair Donaldson said 18 organizations had received funding for 2021. He said the number of interested organizations was sizeable but they did not know yet how many would complete applications by the January 25 deadline. Ms. Reece said staff would pre-review the applications to ensure they met the criteria prior to the Board's review.

Chair Donaldson said since this tied into the City Commission's goals, he wanted to wait until the Commission had their goal setting session on January 29. He said they would need to prioritize which applications they would discuss. He wished to prioritize the highest scores and also those applications with the largest variance in scores. Ms. Reece said the Commission goal setting session should be over by 1 P.M. on January 29.

Mr. Lowe asked what would happen when a BAB member must abstain from ranking due to a conflict. Ms. Matthews explained that the scores would be based on the average of the total number of scores submitted. Chair Donaldson asked that the categories be grouped together and Ms. Matthews said Board members could use the filters on the website to sort the applications themselves.

Mr. Lowe said some of the agreements extended into 2022 and asked how these participants would be viewed. Ms. Reece said they created multi-year agreements to avoid having to bring more agenda items to the City Commission. She explained that all agreements were subject to appropriation, even with an extended contract. Chair Donaldson noted that four of the organizations had contracts through 2022, and Ms. Reece confirmed that they would need to submit an application this year.

Chair Donaldson said he and staff would provide Board members with an overview of the Commission's goals on January 29. Then Board members could begin their reviews, which must be completed by February 10. They would meet on February 17 and February 24 to discuss their rankings.

Mr. Patel asked the total amount to be disbursed and if the Board could recommend awarding applicants less than their total request. Ms. Reece said the Board would make its recommendations to Mr. Lagerbloom, who must create a balanced budget for the City Commission. Mr. Lagerbloom guessed that the amount to be awarded would be between no funding and \$3 million; he wanted to target \$2 million. Chair Donaldson thought the Board could create tiers, starting with which applications had priority if they could provide \$1 million and adding more if there was additional money to award.

Ms. Graham asked about weighting. Ms. Reece stated they had agreed not to use weighting. Chair Donaldson said if a few came in close in ranking, they would need to discuss it and vote to prioritize them.

Mr. Cammarata asked if they should consider how much money an organization was requesting when ranking them. He thought they must consider it because if an organization requested a large amount, they could not consider providing it. Ms. Reece said they should keep in mind how large a portion of an organization's total funding the request represented.

VI. New Business

A. Update on Budget Advisory Board Prior Year Recommendations Matrix

Ms. Reece explained that they tracked the recommendations the Board provided to the City Commission. There were two updates: one regarding the non-profit funding process, which the Board had just discussed. The second one was regarding the stormwater rate structure. Ms. Reece said the City had a rate structure to remove the stormwater fee from the utility bill and onto property tax bills as a special assessment. They were able to move forward to secure financing. The third update was that the 2021 budget was the first year with a balanced budget that did not require ROI from the water sewer and water funds.

B. City's Grants FY 2020 Year In Review

Chair Donaldson was pleased that they had received \$6.2 million of the total \$6.3 million they had requested.

Ms. Reece said of the 18 pending requests for \$56 million, approximately one third was from federal grants.

C. Calendar Updates

- i. Wednesday, June 9, 2021 Regular Meeting
- ii. Tuesday, June 15, 2021 Joint BAB Workshop with Commission
(Original date Tuesday, June 1, 2021)
- iii. Wednesday, August 11, 2021 Regular Meeting

Chair Donaldson said staff was ensuring that BAB meetings were scheduled prior to key meetings with the City Commission.

Mr. Lagerbloom reported Fort Lauderdale was one of 55 cities to participate in a Water Infrastructure Finance and Innovation Act [WIFIA] loan process for one of their stormwater projects.

VII. Communications to/from the City Commission

None

VIII. Board Member Comments

Chair Donaldson thanked Ms. Reece, Ms. Matthews and Mr. Patel for taking the Board's feedback on the non-profit application review.

IX. Adjourn

Upon motion duly made and seconded, the meeting was adjourned at 7:09 p.m.

Minutes prepared by J. Opperlee ProtoType Inc.



Memorandum

Memorandum No: 20-118

Date: December 10, 2020
To: Honorable Mayor and Commissioners
From: Chris Lagerbloom, ICMA-CM, City Manager
Re: FY 2020 Grants Summary - Year in Review

The City of Fort Lauderdale continues to seek out grants that are in alignment with and support the goals of the City Commission’s Annual Action Plan, the City’s Vision Plan, and the City’s Strategic Plan. I am pleased to present this overview of the City of Fort Lauderdale’s grant activities for Fiscal Year (FY) 2020. This represents the seventh year of the City’s centralized grant pre-approval, tracking, and quarterly reporting process aimed at ensuring the effective and sustainable management of our technical and financial resources.

The City of Fort Lauderdale received three (3) categories of grant funding in FY 2020, totaling approximately \$32.9 million. These categories include - competitive grants (\$6.2 million), Coronavirus Related Awards (\$17.3 million) and Housing and Community Development Entitlement Grants (\$9.4 million). The amounts by grant category are detailed in this memo.

City-wide effort is represented below in the grant activities summary chart for FY 2020. Staff applied for 40 grants requesting \$64.9 million in funding for City priorities. Of these, 14 grants were awarded to the City in the amount of \$5.2 million with City matching funds in the amount of \$420,530. In addition, 12 grants that were originally applied for in prior years were awarded in FY 2020 for \$969,321 with \$177,535 in City matching funds. A comprehensive table of all grants applied for or received in FY 2020 is provided as Exhibit I to this memo.

SUMMARY OF CITY-WIDE GRANT AWARD ACTIVITIES DURING FY 2020

Fiscal Year 2020 Grant Award Summary			
Grant Award Status	Number of Grants	Amount Requested	Amount Awarded
Awarded* ¹	26	\$6,295,060	\$6,193,221
Pending Notification	18	\$56,529,544	Not Applicable
Not Awarded	8	\$2,102,733	Not Applicable
Total	52	\$64,927,337	\$6,193,221

*12 of the grants awarded during FY 2020 were applied for in prior fiscal years. The amount awarded for these grants represents \$969,321 of the total amount awarded.

¹The \$17.3 million in CARES Act funding is not included in the total grants awarded for FY 2020.

The City also received \$9.4 million in housing and community development entitlement grants in FY 2020. In addition, the City was awarded Coronavirus Aid, Relief and Economic Security Act (CARES Act) grants from various Federal, State, and County agencies. The total amount of funding received was \$17,278,924.

HIGHLIGHTS OF FY 2020 GRANT AWARDS

- \$1,568,621 from the Florida Department of Transportation (FDOT) for the construction of pedestrian lighting on the west side of State Road (SR) A1A from the north end of the South Beach Parking Lot entrance to Sunrise Boulevard.
- \$1,136,360 from the Federal Aviation Administration (FAA) for the construction costs for the Runway Incursion Mitigation Project at Fort Lauderdale Executive Airport (FXE).
- \$976,429 from the US Department of Homeland Security for the National Fire Protection Association (NFPA) 1583 compliant Fitness/Wellness and Injury Reduction Training Program at the Fire-Rescue Department. The City match for this project was \$97,643.
- \$184,104 from Broward County for the Broward County Enhanced Marine Law Enforcement Grant for the Police Department.

FY 2020 CORONAVIRUS AWARDS

- \$13,116,655 from Broward County through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. In addition to offsetting a portion of the City's eligible COVID-19 response expenses, funds were allocated to support the County's housing support (\$1.6 million) and small business assistance (\$2.3 million) programs.
- \$2,575,348 from the U.S. Department of Urban Development was awarded to respond to the COVID-19 outbreak and its impact on the economy, public health, state and local governments, individuals, and businesses. The funds will be utilized for CRA small business loans, homeless initiative and program administration.
- \$1,164,000 from the Florida Housing and Finance Corporation was awarded to administer eligible and allowable housing activities as defined by the Coronavirus Relief Fund Subrecipient Agreement. The funds will be utilized for rent, mortgage, utility assistance and program administration.
- \$265,921 from the U.S. Department of Justice was awarded to agencies that were eligible for the fiscal year 2019 State and Local Edward Byrne Memorial Justice Assistance Grant program. The funds were used to acquire personal protective equipment for the Police and Fire Rescue personnel.
- \$157,000 from the Federal Aviation Administration was awarded to help offset a decline in revenues arising from diminished airport operations and activities as a result of the COVID-19 public health emergency, with the purpose of maintaining safe and efficient airport operations.

FY 2020 LETTERS OF SUPPORT

In addition to the grant funds outlined above, the City partnered with several organizations targeting various initiatives that enhanced the City’s Vision.

- The City partnered with the Head Start/Early Start Program with its Partnership Grant to the Broward County School Board in order to expand the program. The City strongly supported the grant application and its focus on providing evidence-based interventions for the neediest families in our community.
- The City partnered with the Fort Lauderdale Downtown Development Authority (DDA) requesting \$12.4 million of federal funding to complete the rebuild of two roadways in the Flagler Village neighborhood of Downtown Fort Lauderdale into multi-modal, complete streets. The DDA and the City would match these funds with \$3,106,627.
- The City partnered with the Greater Fort Lauderdale Alliance to apply for the JP Morgan Chase Advancing Cities Challenge, to develop a framework and implementation strategy for Prosperity Broward, an initiative designed to promote economic mobility in distressed neighborhoods.
- The City partnered with the Southeast Florida District Two Chapter of the Urban Land Institute (ULI) with their submission to the ULI National grant call out around infrastructure solutions to make cities better. The grant program would support a design competition specifically focused around parks and resilience looking at solutions to stormwater and tidal flooding issues in two specific areas and solicit ideas on how to improve the design. This competition could lead to the City implementing those solutions.

SOURCE OF GRANT FUNDS

Federal and State grants account for 88% of the grants awarded in FY 2020. These grants often provide comprehensive support to programs and initiatives but also require a financial commitment from the City. Given the ongoing financial instability associated with the COVID-19 pandemic, the City was unable to secure any grants from private corporations or charitable organizations this year.

Below is a summary of grants received during FY 2020 by funding source:

Source of Grant Funds			
Source	Number of Awards	Amount Awarded	Grant Match
Federal	8	\$2,529,305	\$97,643
State	15	\$3,369,812	\$500,422
County	3	\$294,104	\$ -
Total	26	\$6,193,221	\$598,065

FIVE YEAR GRANT AWARD SUMMARY

Over the past five years, the City secured over \$35 million in grant funding. The number of grants awarded in FY 2020 was lower than average, which can be attributed to a decrease in the number of programmatic grants awarded during the COVID-19 pandemic.

Many of the City's grants award funds for multiple years and provide continued funding beyond the fiscal year in which a grant is awarded. Multi-year grants do not require submission of new grant applications.

A summary of grants awarded over the past five years is provided below.

Five Fiscal Years Grant Award Summary		
Fiscal Year	Number of Awards	Amount Awarded
FY 2016 Award	27	\$4,947,189
FY 2017 Award	31	\$8,803,671
FY 2018 Award	42	\$5,608,565
FY 2019 Award*	32	\$9,747,568
FY 2020 Award	26	\$6,193,221
Total	158	\$35,300,214

*FY 2019 awards were especially high due to a \$5.2 million grant from the Federal Aviation Administration (FAA) for the construction of the Taxiway Relocation Project.

HOUSING AND COMMUNITY DEVELOPMENT PROGRAM ENTITLEMENT GRANTS

A separate component of the City's grants program is \$9.4 million in housing and community development entitlement grants received from the U.S. Department of Housing and Urban Development and the Florida Housing Finance Corporation. The Housing and Community Development (HCD) Division administers the City's entitlement grants including Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and State Housing Initiatives Partnership Program (SHIP).

A five fiscal year summary of the entitlement fund allocations that the City received is provided below.

Five-Year Entitlement Grants Summary					
HCD Entitlement Grants	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Community Development Block Grant (CDBG)	\$1,475,549	\$1,459,510	\$1,580,452	\$1,554,051	\$1,588,589
HOME Investment Partnership Program (HOME)	\$474,093	\$495,689	\$687,807	\$630,675	\$719,537
Housing Opportunities for Persons with AIDS (HOPWA)	\$7,136,480	\$7,204,649	\$7,209,708	\$7,177,985	\$7,114,059
State Housing Initiatives Partnership Program (SHIP)	\$1,106,204	\$752,930	\$234,978	\$248,157	\$ -*
Total Entitlement Grants	\$10,192,326	\$9,912,778	\$9,712,945	\$9,610,868	\$9,422,185

*The State did not appropriate funding to the SHIP program in FY 2021

OVERVIEW OF CENTRALIZED GRANTS PROGRAM

A quality grants management program furthers our efforts towards sound fiscal management. By obtaining grant funding for necessary purchases, City funds can be redirected to other high priority needs such as facilities maintenance, infrastructure improvements, transportation enhancements, and neighbor services that make the City of Fort Lauderdale the “*City You Never Want To Leave.*” To this end, strategic enhancements of centralized grants management continue to be a priority, including:

- Ongoing pre-approval and tracking of all Fort Lauderdale grant activity. The FY 2020 Grant Summary is attached as Exhibit 1.
- Continued quarterly grants status report creation and distribution along with cross departmental discussions regarding grants at quarterly FL²STAT meetings.
- Continuation of an annual Grants Plan of Action to identify all grants that the City plans to pursue during the upcoming year and the department responsible. The FY 2021 Grant Resource Guide is attached as Exhibit 2.
- Active engagement with our State and Federal lobbyists to advocate for City of Fort Lauderdale’s grant applications and appropriations requests.

I am pleased with the continued high performance of City staff administering the City’s Grants Program and am confident that the upcoming year will be one of robust activity and program enhancements.

Attachments:

Exhibit 1: City of Fort Lauderdale FY 2020 Grant Award Summary

Exhibit 2: City of Fort Lauderdale FY 2021 Grant Resource Guide

c: Tarlesha W. Smith, Esq., Assistant City Manager
Greg Chavarria, Assistant City Manager
Alain E. Boileau, City Attorney
Jeffrey A. Modarelli, City Clerk
John C. Herbst, City Auditor
Department Directors
CMO Managers