

BUILDING DEPARTMENT SERVICES

ADDITIONAL INFORMATION

1. Contract Comparison with Other Cities:

- Most comparable sized cities in the County do not contract out their entire building department services. They may use contracts, but only for additional needs.
- The Table below shows Building Department information for Broward County cities ranked by population size.

Rank	Area	April 1, 2020 Population	Contracted-Out / In-House	Billing	% of Contract Retained by City
1	Fort Lauderdale	189,321	In-house & Contract with CAP & CGA only when needed	Hourly Fee	N/A
2	Pembroke Pines	168,949	Contract with CGA	% of Fee	New Proposal - 11.5% of revenues + Rent/Admin; City will absorb Credit Card Fees; 100% of City Permit Fees are waived
3	Hollywood	151,818	In-house & Contract with CAP & CGA only when needed	Hourly Fee	N/A
4	Miramar	138,873	In-House; & ILA with County for plan review/inspections	Hourly Fee	N/A
5	Coral Springs	129,263	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
6	Pompano Beach	112,941	In-House	N/A	N/A
7	Davie	105,050	In-house & Contract with CAP & CGA only when needed	Hourly Fee	N/A
8	Sunrise	94,333	In-House; & ILA with County for plan review/inspections	Hourly Fee	N/A
9	Plantation	90,802	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
10	Deerfield Beach	80,178	Contract with CGA & ILA with County for plan reviewers/inspectors	% of Fee	25% up to \$3M then 10%; City pays credit card fees & 50% of City's Permit fees are waived
11	Lauderhill	72,507	In-House	N/A	N/A
12	Weston	67,438	Contract with CAP	% of Fee	100% goes to the contractor; City charges and keeps an additional \$98 on each permit fee
13	Tamarac	66,089	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
14	Margate	59,351	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
15	Coconut Creek	58,803	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
16	Oakland Park	45,709	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
17	North Lauderdale	45,549	ILA with County	Hourly Fee	N/A
18	Hallandale Beach	39,945	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
19	Lauderdale Lakes	36,527	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
20	Parkland	35,438	In-House & ILA with with County for plan reviews/inspections	Hourly Fee	N/A
21	Cooper City	34,006	In-House; & ILA with County for plan reviews/inspections	Hourly Fee	N/A
22	Dania Beach	32,215	Contract with CAP & ILA with County for inspectors/plan reviewers	Hourly Fee	N/A
23	West Park	15,228	In-House; & ILA with County for plan reviews/inspections	Hourly Fee	N/A
24	Wilton Manors	12,857	Contract with CAP	% of Fee	27% of revenues retained by City with contract with CAP
25	Lighthouse Point	10,536	In-House; & ILA with County for plan reviews/inspections	Hourly Fee	N/A
26	Southwest Ranches	7,786	Contract with CAP & ILA with County for inspectors/plan reviewers	% of Fee Hourly with County as needed	25% of revenues retained by City with contract with CAP
27	Pembroke Park	6,373	In-House; & ILA with County for plan reviews/inspections	Hourly Fee	N/A
28	Lauderdale-By-The-Sea	6,305	Contract with CAP	% of Fee	25% of revenues retained by City with contract with CAP
29	Hillsboro Beach	1,937	In-House	N/A	N/A
30	Sea Ranch Lakes	682	In-House	N/A	N/A
31	Lazy Lake	28	In-House	N/A	N/A

2. Vice Mayor Schwartz wanted to see a comparison with the City of Fort Lauderdale (similar size); not small cities such as West Park. Below are City of Fort Lauderdale and City of Coral Springs.

City of Fort Lauderdale:

- a) The City of Fort Lauderdale is not comparable with Pembroke Pines for building services, even though we are close in population size.
- b) Fort Lauderdale building department employs **134 Full-Time**; and **12 Part-time**.
- c) Table below shows actuals and Budget for City of Fort Lauderdale.

Building Funds

	FY 2019 Actuals	FY 2020 Adopted Budget	FY 2020 Estimate	FY 2021 Proposed Budget	FY 2020 Adopted vs FY 2021 Proposed Budget	Percent Difference
Revenues						
Licenses and Permits	\$ 22,604,109	20,415,000	17,352,750	21,602,750	1,187,750	5.8%
Charges for Services	48,764	32,000	27,200	43,180	11,180	34.9%
Fines and Forfeits	160,821	121,200	103,020	104,250	(16,950)	(14.0%)
Miscellaneous	2,723,992	1,110,348	1,187,572	1,312,231	201,883	18.2%
Appropriated Fund Balance	-	652,453	-	388,900	(263,553)	(40.4%)
Total Revenues	25,537,686	22,331,001	18,670,542	23,451,311	1,120,310	5.0%
Expenditures						
Salaries & Wages	9,389,862	10,538,787	10,347,900	11,477,851	939,064	8.9%
Fringe Benefits	2,921,990	3,295,865	3,118,220	3,797,475	501,610	15.2%
Services & Materials	2,169,334	3,257,027	3,043,915	2,544,834	(712,193)	(21.9%)
Other Operating Expenses	4,258,225	4,974,638	4,871,371	5,161,170	186,532	3.7%
Capital Outlay	456,902	-	100,750	110,760	110,760	100.0%
Transfer Out to General Fund	-	-	6,050,000	-	-	0.0%
Transfer Out to Special Obligation Bonds	282,708	264,684	264,684	303,149	38,465	14.5%
Transfer Out to Capital Projects	-	-	(5,608,433)	-	-	0.0%
Transfer Out to Fund Balance	-	-	-	56,072	56,072	100.0%
Total Expenditures	19,479,021	22,331,001	22,188,407	23,451,311	1,120,310	5.0%
Surplus/(Deficit)	\$ 6,058,665	-	(3,517,865)	-	-	0.0%
Changes in Available Net Position						
Beginning Net Position	16,599,331	43,295,419	22,657,996	19,140,131	(24,155,288)	(55.8%)
Ending Net Position	22,657,996	42,642,966	19,140,131	18,807,303	(23,835,663)	(55.9%)
Net Change	\$ 6,058,665	(652,453)	(3,517,865)	(332,828)	319,625	(49.0%)

Source: City of Fort Lauderdale FY2021 Proposed Budget

City of Coral Springs:

- a) The City of Coral Springs was also mentioned as a comparable City.
- b) For FY2019, the City of Coral Springs net Revenues were \$606,320; which was 18% of total Revenues.
- c) For FY2020, they are projecting net revenues of \$180,905 or 6% of total revenues.
- d) Under our new proposal Pembroke Pines will net \$763K or 14% of total revenues.

Revenues and Expenditures by Category

Building	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Budget	FY 2021 Budget	\$ Change from FY20 Budget	% Change from FY20 Budget
Revenues:						
Program Summary						
Revenue	\$3,383,018	\$3,440,946	\$3,102,915	\$3,198,994	\$96,079	3.10%
Total	\$3,383,018	\$3,440,946	\$3,102,915	\$3,198,994	\$96,079	3.10%
Expenditures:						
Program Summary						
Building	\$2,710,251	\$2,834,626	\$2,922,010	\$3,036,858	\$114,848	3.93%
Total	\$2,710,251	\$2,834,626	\$2,922,010	\$3,036,858	\$114,848	3.93%
Expenditures:						
Summary By Category						
Personal Services	\$1,747,394	\$1,786,381	\$1,910,962	\$2,045,665	\$134,703	7.05%
Benefits	736,898	722,564	750,434	764,499	14,065	1.87%
Other Expenses	225,959	325,681	260,614	226,694	(33,920)	-13.02%
Operating Capital	0	0	0	0	0	n/a
Total	\$2,710,251	\$2,834,626	\$2,922,010	\$3,036,858	\$114,848	3.93%
Positions	27.00	27.00	26.00	27.00	1.00	3.85%
FTE's	27.00	27.00	26.00	27.00	1.00	3.85%

Source: City of Coral Springs FY2021 Proposed Budget

3. Comparison with Other Cities -Showing each City's actual revenues and expenses.

- a) It is very difficult to compare cities as each has a different structure, fee schedule, and contract.
- b) Wilton Manors retains the highest percentage of revenues at 27%; however the building fund shows losses of **-\$576K** for FY2019.
- c) The table uses each city's actual revenues and expenses. For Pembroke Pines we are using the new CGA proposal.

		CONTRACTED OUT					IN-HOUSE			
			FY2020	FY2019	FY2019	FY2019	FY2019	FY2019	FY2019	FY2019
Revenues collected by CGA	Line Items	PPINES New CGA Proposal 11.5% of revenues; 100% Waived Fees; City pays credit card fees	Deerfield Beach Contract City receives 25% for 1st \$3M; then 10%; City covers credit card fees & 50% of City permit fees waived	Weston City charges customers \$98 per permit per trade. Contractor receives 100% of permit fees	Wilton Manors City receives 27% contract with CAP. City permits are waived. CC fees passed on to the customer	Southwest Ranches City receives 25% contract with CAP. City pays for its own permits. Contractor pays \$6,000 in rent. CC fees passed on to the customer	Fort Lauderdale	Hollywood	Miramar	Coral Springs
5,350,582	1 Revenues	\$ 615,317	\$ 6,081,553	\$ 3,368,980	\$ 928,666	\$ 1,138,957	\$ 25,537,686	\$ 10,195,512	\$ 5,402,738	\$ 3,440,946
	2 Admin Fee (guaranteed)	\$ 182,287	\$ -	\$ -	\$ -	\$ -				
	3 Rent (guaranteed)	\$ 178,641	\$ -	\$ -	\$ -	\$ 6,000		\$ -	\$ -	\$ -
	TOTAL	\$ 976,245	\$ 6,081,553	\$ 3,368,980	\$ 928,666	\$ 1,144,957	\$ 25,537,686	\$ 10,195,512	\$ 5,402,738	\$ 3,440,946
Expenditures		\$ 212,586	\$ 5,587,064	\$ 3,594,271	\$ 1,504,458	\$ 839,668	\$ 19,479,021	\$ 6,677,777	\$ 3,458,272	\$ 2,834,626
Total Rev over Exp		\$ 763,659	\$ 494,489	\$ (225,291)	\$ (575,792)	\$ 305,289	\$ 6,058,665	\$ 3,517,735	\$ 1,944,466	\$ 606,320
			New Fund was created in FY2020. Information for FY2019 was commingled in the General Fund							

4. Comparison with Other Cities – This is a hypothetical example assuming Cities have the same revenues, permit fees and structure as Pembroke Pines @ \$5.3 Million.

Revenues collected by CGA	Line Items	New CGA Proposal 11.5% of revenues; 100% Waived Fees; City pays credit card fees	Deerfield Beach Contract City receives 25% for 1st \$3M; then 10%; City covers credit card fees & 50% of permit fees	Weston City charges customers \$98 per permit per trade. Contractor receives 100% of permit fees	Southwest Ranches City receives 25% contract with CAP. City pays for its own permits. Contractor pays \$6,000 in rent. CC fees passed on to the customer	Wilton Manors City receives 27% contract with CAP. City permits are waived. CC fees passed on to the customer
5,350,582	1 Add'l Revenues based on a %	\$ 615,317	\$ 985,058	Not Comparable	\$ 1,337,645	\$ 1,444,657
	2 Admin Fee (guaranteed)	\$ 182,287	\$ -	\$ -	\$ -	\$ -
	3 Rent (guaranteed)	\$ 178,641	\$ -	\$ -	\$ 6,000	\$ -
	4 Credit Card/Bank Fees	\$ (212,586)	\$ (212,586)		\$ -	\$ -
	5 Waived Fees (assumed \$193k)	\$ -	\$ (96,684)		\$ (193,368)	\$ -
	NET TOTAL	\$ 763,659	\$ 675,788	\$ -	\$ 1,150,277	\$ 1,444,657
	Compared to New CGA Proposal		\$ (87,871)	Not Comparable	\$ 386,619	\$ 680,998
	Net as a % of Total Revenues	14%	13%	Not Comparable	21%	27%

5. Comparison with Other Cities – This is a hypothetical example assuming Cities have the same revenues, permit fees and structure as Pembroke Pines @ \$2.7 million (50% lower). We do not anticipate that revenues will be 50% lower.

Revenues collected by CGA @ 50%	Line Items	PPines New CGA Proposal 11.5% of revenues; 100% Waived Fees; City pays credit card fees	Deerfield Beach Contract City receives 25% for 1st \$3M; then 10%; City covers credit card fees & 50% of permit fees	Weston City charges customers \$98 per permit per trade. Contractor receives 100% of permit fees	Southwest Ranches City receives 25% contract with CAP. City pays for its own permits. Contractor pays \$6,000 in rent. CC fees passed on to the customer	Wilton Manors City receives 27% contract with CAP. City permits are waived. CC fees passed on to the customer
2,675,291	1 Add'l Revenues based on a %	\$ 307,658	\$ 668,823	Not Comparable	\$ 668,823	\$ 722,329
	2 Admin Fee (guaranteed)	\$ 182,287	\$ -	\$ -	\$ -	\$ -
	3 Rent (guaranteed)	\$ 178,641	\$ -	\$ -	\$ 6,000	\$ -
	4 Credit Card/Bank Fees	\$ (106,293)	\$ (106,293)	\$ -	\$ -	\$ -
	5 Waived Fees (assumed \$193k)	\$ -	\$ (96,684)	\$ -	\$ (193,368)	\$ -
	NET TOTAL	\$ 562,293	\$ 465,846	\$ -	\$ 481,455	\$ 722,329
	Compared to New CGA Proposal	\$ -	\$ (96,448)	Not Comparable	\$ (80,839)	\$ (41,330)
	Net as a % of Total Revenues	21%	17%		18%	27%

1. If Revenues fall by 50% to \$2.7 million; the City % collected by the City increases to 21% since the Rent and Admin Fees are not based on a % of Revenues.

6. Review of Permit Fees

To review each individual city's permit fees would be a massive undertaking given all the various fees and charges. Instead we have compared permit fees for various projects for Cities with populations greater than 100,000.

Three project types and price points were selected for the permit fee comparison:

1. Residential Alteration,
2. Commercial Alteration and
3. New Commercial/Residential Construction.

Fees calculations are very complex and a true apples to apples comparison is difficult.

The following are some causes of fee variations between Municipalities and between project types:

- The total value of construction activity within a municipality and the economy of scale
- Amount of costs deferred from low cost single family home construction permits to higher value commercial permits
- Some municipalities charge different permit fees for new construction vs. alteration/remodel construction

1. Residential Alteration Project	
Structural Cost	\$7,650
Plumbing cost	\$1,700
Electrical cost	\$850
TOTAL PROJECT COST	\$10,200
City	Permit Fee Cost
1. Miramar	\$630.00
2. Ft. Lauderdale	\$542.48
3. Pembroke Pines	\$531.63
4. Coral Springs	\$495.36
5. Pompano Beach	\$488.63
6. Hollywood	\$378.83

2. Commercial Alteration Project	
Structural Cost	\$66,118
Plumbing cost	\$3,000
Electrical cost	\$8,000
Mechanical cost	\$7,882
TOTAL PROJECT COST	\$85,000
City	Permit Fee Cost
1. Coral Springs	\$3,885.35
2. Pompano Beach	\$3,202.99
3. Pembroke Pines	\$3,015.15
4. Miramar	\$2,777.94
5. Hollywood	\$2,469.31
6. Ft. Lauderdale	\$1,944.67

3. New Construction (Residential or Commerical)	
Structural Cost	\$780,000
Plumbing cost	\$35,000
Electrical cost	\$95,000
Mechanical cost	\$90,000
TOTAL PROJECT COST	\$1,000,000
City	Permit Fee Cost
1. Pembroke Pines	\$34,722.01
2. Pompano Beach	\$30,481.65
3. Miramar	\$29,150.00
4. Hollywood	\$27,760.56
5. Ft. Lauderdale	\$17,210.00
6. Coral Springs	\$13,998.57