

November 15, 2022, 3:30 p.m.
Virtual Meeting via Zoom Webinar

AGENDA

Members Present:

Kevin Edmonds, Chief Administrative Officer
Christopher McCullion, Chief Financial Officer
Ana Palenzuela, Human Resources Director
Wes Powell, Assistant City Attorney

Others Present:

Anthony Bellizio, Budget Analyst
Casey Billings, City Clerk Representative
Martin Carmody, Budget Division Manager
Jason Wojkiewicz, Budget Analyst

CALL TO ORDER

The Budget Review Committee meeting on November 15, 2022 was called to order by Kevin Edmonds at 3:01 p.m.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

FY2022/23 BUDGET – APPROPRIATIONS

1. **GENERAL FUND (0001 F)**

A. BA23-05, Various cost centers – Request to transfer budget authority to cover pay increases. Approximately \$4.6M is reallocated to cover pay increases and associated benefit costs. An additional \$1.2M is reallocated to cover one-time payments. Net increase to budget: \$1,340,796.

2. **CAPITAL IMPROVEMENTS FUND (3001 F)**

A. BA23-03, IRIS Initiative (OPD0005_P) – Request to transfer budget from Police operating budget in General Fund to Capital Improvements Fund for one-time supplemental funding to IRIS Initiative project. Net increase to budget: \$134,159.
B. BA23-04, Roof Replacement Program (FAC0035_P) – Request to reallocate budget to expand roof replacement program. Original estimates for Parks Maintenance Building roof replacement came in under budget and remaining balance will be used for Fire Station 10 roof replacement. No net increase to budget.

3. **DESIGNATED REVENUE FUND (0005 F)**

A. BA23-01, MATCH FY 23 Operation AmeriCorps (FPR0068_G) – Request to allocate budget to FY23 AmeriCorps Grant Match in Designated Revenue Fund in the amount of \$361,431. No net increase to budget.

4. GRANTS FUND (1130 F)

- A. BA23-02, FY 22 FM Global Fire Prevention Grant Program (OFR0010_G) – Request to recognize grant revenues received from FY 22 FM Global Fire Prevention Grant Program. Funds will be used to purchase five (5) spray boxes which assist in decontaminating Arson/Bomb investigation trucks. This was approved by City Council on November 7, 2022. Net increase to budget: \$2,905.

FY2022/23 BUDGET – STAFFING

Note: Proposed staffing changes require separate evaluation and approval by the Human Resources Department which will determine the final pay grade and positions classification.

5. GENERAL FUND (0001 F)

- A. PR23-03, Material and Equipment Management (STW0007_C) – Request to reclassify the pay grade of the Maintenance and Support Program Manager (NB113) position to a NB114 in order to be consistent with other similar roles. The current year estimated cost of \$9,705 will be absorbed within their existing budget; annualized future costs are estimated to be \$11,646.
- B. PR23-04, Street Maintenance and Construction (STW0008_C) – Request to reclassify the pay grade of the Street Maintenance/Construction Program Manager (NB113) position to a NB114 in order to be consistent with other similar roles. The current year estimated cost of \$7,458 will be absorbed within their existing budget; annualized future costs are estimated to be \$8,950.
- C. PR23-07, Purchasing (PUR0001_C) – Request to reclassify paygrade for one (1) Project Coordinator position from S12 to S11/S10. The request is to align the current compensation with other Project Coordinator positions in the City and fix pay inequity concern. The current year estimated cost of \$10,930 will be absorbed within their existing budget; annualized future costs are estimated to be \$13,116.

6. BUILDING CODE ENFORCEMENT FUND (1110 F)

- A. PR23-05, Administration and Customer Services (PER0004_C) – Request to drop one (1) Office Assistant – Contract (C21) and add one (1) Permit Technician – Contract (C20). The current year estimated cost of \$2,870 will be absorbed within their existing budget; annualized future costs are estimated to be \$3,444.

7. HARRY P. LEU GARDENS FUND (1155 F)

- A. PR23-06, Harry P. Leu Gardens (LEU0001_C) – Request to reclassify one (1) Event Coordinator (S13) to a Venues Event Manager (S12) position. This reclass is due to the increase and variety of events being held at the facility. This will also align all event managers within Venues with equal responsibilities, which will allow for better utilization of personnel across all of Venues. The current year estimated cost of \$5,234 will be absorbed within their existing budget; annualized future costs are estimated to be \$6,281.

FY2021/22 BUDGET – APPROPRIATIONS

8. VARIOUS FUNDS

- A. BA22-90, Various Cost Centers and Funds – Request to complete a variety of year-end adjustments to various project and grant budgets. These adjustments focus on the recognition of revenues or grant awards received. The single largest item is a pass-through

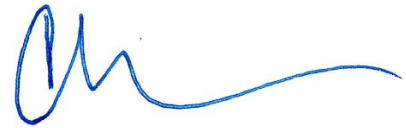
assessment for local hospitals which added \$126.5M to the Special Assessment Fund budget. Net increase to budget: \$181,371,740.

- B. BA22-91, Various Cost Centers and Funds – Request to sweep budget between funds, cost centers, or projects in cases where variances net out, excess funds have accumulated, or there is a need to set aside budget for prior commitments not yet paid out. This includes sweeps to/from the Commissioners’ Capital Projects, Mayor’s Matching Grants Program, Economic Development Incentives, and other items. This includes transferring the \$6.3M unspent General Fund Contingency to support one-time project needs. Net increase to budget: \$23,321,352.
- C. BA22-92, Various Cost Centers and Funds – Request to align city revenue budgets to actual funding received from various federal, state, and local sources. This is needed to adjust budgets in cases where actual revenues differed from original projections. The expense budgets are also adjusted accordingly. Included in this item is realignment of budgets in the Investing in Our Neighborhoods 2018B Construction Bond Fund. Net decrease to budget: \$734,945.

A motion to approve all items (1A through 8C) was made by Christopher McCullion. Wes Powell seconded the motion and the vote carried unanimously to approve all items.

ADJOURN

The meeting was adjourned at 3:04 p.m.



Christopher McCullion
Chief Financial Officer



Anthony Bellizio
Recording Secretary