

February 7, 2023, 3:30 p.m.
Virtual Meeting via Zoom Webinar

AGENDA

Members Present:

Kevin Edmonds, Chief Administrative Officer
Heather Fagan, Chief of Staff
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
Michelle McCrimmon, Deputy Chief Financial Officer

CALL TO ORDER

The Budget Review Committee meeting on February 7, 2023 was called to order by Kevin Edmonds at 3:32 p.m.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

FY2022/23 BUDGET – APPROPRIATIONS

1. **ACCELERATE ORLANDO FUND (0028_F)**

- A. BA23-21, Various Projects – Request to transfer \$1,853,822 of existing budget authority from Accelerate Orlando Contingency to various Accelerate Orlando Project. This supplemental budget authority is to cover internal and external project management costs. No net increase to budget.
- B. BA23-22, Various Projects – Request to transfer \$454,546 of existing budget authority from Project Management - Accelerate Orlando to the Accelerate Orlando Projects. This supplemental budget authority is needed to fund the external legal costs. No net increase to budget.

2. **GRANTS FUND (1130_F)**

- A. BA23-28, Oracle – Community Emergency Response Team (OFD0002_P) – Request to recognize receipt of a \$29,005 Oracle - Community Emergency Response Team Project revenues focused on supporting the City's citizens with purchasing of smoke alarms, and various Community Emergency Response Team (CERT) items. Net increase to budget: \$29,005.
- B. BA23-29, FY 23 FDOT Speed Enforcement Grant (OPD0128_G) – Request to recognize grant revenues received from FY23 FDOT (Florida Department of Transportation) Speed Enforcement Grant. FDOT provides these funds for overtime enforcement details for

speeding and aggressive driving enforcement. OPD will also purchase new ticket printers and officer safety equipment. This was approved by City Council on January 9, 2023. Net increase to budget: \$128,000.

- C. BA23-27, Various FY22 Fair Housing Grants – Request to recognize three (3) Fair Housing Assistance Program grants from the US Department of Housing and Urban Development. These include an \$11,220 grant for staff training and travel; \$40,600 grant to perform fair housing testing services; and a \$13,400 grant for case processing technology updates. There are no match requirements for these grants. Net increase to budget: \$65,220.

3. VARIOUS FUNDS

- A. BA23-32, African American Cultural & Historical Grant (REM0001_G) and MATCH FY 23 DOS African American Cultural & Historical Grant (REM0002_G) - Request to recognize revenues received for FY23 African-American Cultural & Historical grant for restoration of the Maxey-Crooms House. The grant is administered by the Florida Department of State utilizing funds from the American Rescue Plan Act. The grant requires a \$250,000 match which will come from Community Redevelopment Agency Operating Fund. An additional \$550,000 will be transferred from Real Estate Acquisition Fund to the grant match to cover costs beyond the awarded amount. This was approved by City Council on December 6, 2021. Net increase to budget: \$1,800,000.

4. U.S. DEPT. OF HOUSING AND URBAN DEVELOPMENT GRANTS FUND (1200 F)

- A. BA23-30, FY 21 ESG-CV Grants – Request to recognize receipt of an additional \$776,054 in ESG-CV grant funding the City is being allocated due to funding availability and the City's compliance with program policies. The funds will be used to respond to individuals affected by the COVID-19 pandemic who are experiencing homelessness or receiving homeless assistance and to support additional homeless assistance and homeless prevention activities. Net increase to budget: \$776,054.

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. PA23-06, Special Enforcement Division (OPI0002_C) – Request to add one (1) Police Lieutenant (PLT1) position. The Orlando Police Department (OPD) is reinstating the Undercover Drug Section within the Special Enforcement Division to focus on violent and gun-related crimes. This position will manager one sergeant and a unit of officers. The current year estimated cost of \$74,859 will be absorbed within their existing budget; annualized future costs are estimated to be \$128,330.
- B. PR23-11, My Brother's Keeper - General Fund (CYF0002_C) – Request to reclassify paygrade for one (1) My Brother's Keeper Program Supervisor from NB112 to NB110. This would create more equity across the department and align with the current structure of the new Children, Youth and Families Division. The current year estimated cost savings of \$7,557 will be absorbed within their existing budget; annualized future cost savings are estimated to be \$12,954.
- C. PA23-12, Code Enforcement – (ENF0001_C) – Request to add one (1) Administrative Assistant (S19) and two (2) Code Enforcement Officers I/II/III (S16-S14) to the Code Enforcement Division. As duties and responsibilities continue to increase, recent ordinances

and initiatives has caused an increase in the workload. The current year estimated cost of \$129,956 will be absorbed within their existing budget; annualized future costs are estimated to be \$222,782.

6. AFTER SCHOOL ALL STARS FUND (0023 F)

A. PR23-10, After School All Stars (FPR0004_C) – Request to drop four (4) After School All Stars Project Coordinator - C (NB105) positions and add four (4) Recreation Specialist - C (C19) positions. Staff have identified multiple internal and external applicants who meet most qualifications. However, due to not meeting the educational and/or experience requirements, prospective candidates have not had opportunity to be hired. This reclass will slightly adjust job duties and provide the opportunity to hire highly motivated candidates with the potential to transition to Project Coordinators in the future. The current year estimated cost savings of \$12,089 will be absorbed within their existing budget; annualized future cost savings are estimated to be \$20,724.

7. COMMUNITY REDEVELOPMENT AGENCY OPERATING FUND (1250 F)

A. PA23-11, Community Redevelopment Agency (CRA0002_C) - Request to add one (1) DDB/CRA Manager (NB117) position to manage the operations and maintenance of the DDB/CRA division as well as special projects and assisting with Project DTO 2.0. As downtown continues to grow there is a need for the position to keep up with the demands of the program. The current year estimated cost of \$80,391 will be absorbed within CRA's existing budget; annualized future costs are estimated to be \$137,813.

8. ORLANDO STADIUMS OPERATIONS FUND (4005 F)

A. PR23-12, Camping World Stadium (OSO0001_C) - Request to drop one (1) Event Coordinator I (S14) position and add one (1) Venues Operations Coordinator (S14) position. With the increased operational workload at Orlando Venues, adding this position will make better use of personnel to meet the ever-changing job requirements from events at the facility and to better service to the promoters. More specifically this position would create a maintenance management system, asset inventories, event operations liaison and event setup/strike supervisor. No net change to budget.

B. PR23-13, Camping World Stadium (OSO0001_C) - Request to drop one (1) Entertainment Facility Service Worker (L03) position and add one (1) General Maintenance Tech (L04) position. With the increased operational tempo at Orlando Venues utilizing an employee with journey level mechanical skills as well as maintenance and repair skills will better meet the needs and demands of the facility. More specifically in plumbing for bathrooms, irrigation, grease traps, etc. and to help lessen overtime. The current year estimated cost of \$1,848 will be absorbed within their existing budget; annualized future costs are estimated to be \$3,168.

9. PARKING SYSTEM REVENUE FUND (4132 F)

A. PA23-13, Parking System Administrative and Fiscal Management (PKG0001_C) – Request to add one (1) Accounting Specialist Senior (S16) position to serve as Parking's senior accounting staff member, to better facilitate training and succession planning throughout the division's accounting team. The current year estimated cost of \$43,811 will be absorbed within their existing budget; annualized future costs are estimated to be \$75,105.

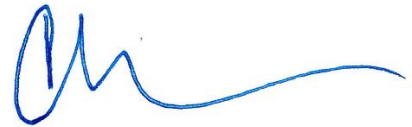
10. STORMWATER UTILITY FUND (4160 F)

- A. PA23-14, Stormwater Utility Administration (STW0001_C) – Request to add one (1) Stormwater Business Manager (NB115) position to oversee the division’s finances, billing activities, and assets. A growing capital plan and recent flooding incidents necessitate additional financial support within the division, and this role will be crucial to planning and executing upcoming Stormwater projects. The current year estimated cost of \$72,718 will be absorbed within their existing budget; annualized future costs are estimated to be \$124,659.

A motion to approve all items (1A through 10A) was made by Ana Palenzuela. Wes Powell seconded the motion and the vote carried unanimously to approve all items.

ADJOURN

The meeting was adjourned at 3:34 p.m.



Christopher McCullion
Chief Financial Officer



Anthony Bellizio
Recording Secretary