

BUDGET REVIEW COMMITTEE MINUTES
SUSTAINABILITY ROOM - 2nd FLOOR

FY2014/15 BUDGET

CALL TO ORDER:

The January 13, 2015 Budget Review Committee was called to order by Byron Brooks at 3:33 p.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administration Officer
Frank Billingsley, Chief of Staff
Wes Powell, Assistant City Attorney

OTHERS PRESENT:

Brian Battles, Budget Division Manager
Martin Carmody, Budget Manager
Tysha Resnick, Budget Analyst IV
Ashley Connolly, Budget Analyst II
Brendan Gibson, Budget Analyst IV
Eric Hutcherson, Budget Analyst II
Katrina Ferrari, Fiscal Specialist, Orlando Fire Department
Tisa Mitchell, Fiscal Manager, Economic Development Department
Maria Neff, Fiscal Manager, Orlando Police Department
Renee Jackson, Fiscal Manager, Families, Parks & Recreation
Rob Visser, Department Fiscal Manager, Public Works
Vic Godlewski, Wastewater Division Manager, Public Works
Pam Corbin, Parking, Public Works
Chris McCullion, Treasury
Terri Falbo, SEIU
Maria Cioce, Recording Secretary

PUBLIC COMMENT:

There were no public comments.

NEW BUSINESS:

1. GRANTS FUND

- A. BA15-20, Grant No. OPD0032_G – Police – Request to budget FY2015 Edward Byrne Memorial Justice Assistance Grant (JAG), JAG Countywide DUI Enforcement Team Award, approved by City Council on 1/12/15. Net Increase: \$58,233.
- B. BA15-22, Grant No. FPR0008_G – Families, Parks & Recreation – Request to budget the renewal of the Florida Department of Health (FDOH) After-School Nutrition Grant approved by City Council on 1/23/13. Net Increase: \$607,674.
- C. BA15-29, Grant No. OFD0012_G – Fire – Request to budget FY2014 State Homeland Security Grant Program (SHSGP) Grant, through Sub-recipient Agreement for Orlando HazMat and Urban Search and Rescue (US&R) Taskforce 4, as approved by City Council on 1/12/15. Net Increase: \$55,400.

2. RISK MANAGEMENT FUND
 - A. BA15-27, Project No. TMD0007_P – Office of Business and Financial Services – Request to appropriate Fund Balance and establish a Capital Improvement Fund project for the purchase of replacement hardware and software to mitigate potential security risks and to improve the overall security of the City's information technology infrastructure. Net Increase for each fund \$4,000,000.

3. CAPITAL IMPROVEMENT FUND
 - A. BA15-23, Project No. EDV0008_P - Economic Development – Request to budget a transfer from City Commissioner District 2 Project and a transfer from the Risk Management Fund to replace a damaged neighborhood entrance wall at La Costa Dr. and Semoran Blvd. intersection. Transfer of Existing Funds: \$15,093 and Net Increase for each fund: \$4,500.

4. PARKING RENEWAL & REPLACEMENT FUND
 - A. BA15-24, Project No. PKG0007_P – Public Works – Request to budget fund balance for the replacement of single space parking meters downtown. Net Increase: \$733,205.

5. BUILDING CODE ENFORCEMENT FUND
 - A. BA15-25, Cost Center No. PER0003_C, PER0004_C and PER0005_C – Economic Development – Request to budget fund balance for six new contract positions to accommodate an increase in construction citywide. This relates to Item 9A. Net Increase: \$253,491.

6. WASTEWATER GENERAL CONSTRUCTION FUND
 - A. BA15-26, Project No. CIP0165_P – Public Works – Request to budget fund balance in the Wastewater Revenue Fund and transfer it to the Wastewater General Construction Fund for the rehabilitation to Conserv II grit chamber project. Net Increase for each fund: \$1,070,807.

7. AFTER SCHOOL ALL STARS FUND
 - A. BA15-21, Cost Center No. FPR0004_C – Families, Parks & Recreation – Request to budget the 21st Century Community Learning Centers Grant that was received by the City of Orlando After School All Stars program and reallocate budget to better align goals and objectives of the program. Transfer of Existing Fund: \$707,831 and Net Increase: \$537,991.

POSITION / STAFFING ACTIONS

Before becoming final, all position action requires further review by Human Resources with effective dates, titles and grades dependent upon that review.

8. GENERAL FUND

- A. Executive Offices – LEG0001_C – Request to reclassify one (1) Assistant City Attorney II to one (1) Chief Assistant. This request will provide a manager for the newly consolidated section for planning, land use, economic development, permitting, zoning and environmental issues.
- B. Office of Business and Financial Services – FIN0001_C – Request to reclassify one (1) Executive Assistant-Deputy CFO Part Time to one (1) Budget Analyst I/II/III/IV. This request will allow for a dedicated analyst to work on special projects for the Chief Financial Officer and Deputy Chief Financial Officer.

9. BUILDING CODE ENFORCEMENT FUND

- A. Economic Development – PER0003_C, PER0004_C and PER0005_C – Request to add six (6) contract positions: one (1) Fire Safety Examiner, two (2) Administrative Assistants, and three (3) Plans Examiners – Licensed. This request will allow Building Code staff to efficiently adjust to the increase in construction and new development requests. This relates to Item 5A.

A motion to approve items 1A to 9A written above was made by Frank Billingsley. Wes Powell seconded the motion, and vote carried to approve items 1A through 9A as written above.

The meeting adjourned at 3:34 p.m.



Brian Battles, Budget Division Manager



Maria Cioce, Recording Secretary