

BUDGET REVIEW COMMITTEE  
SUSTAINABILITY ROOM, 2<sup>nd</sup> FLOOR

The Budget Review Committee meeting on July 12, 2016 was called to order by Byron Brooks at 3:33 p.m.

MEMBERS PRESENT:

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

OTHERS PRESENT:

Brian Battles, Deputy CFO  
Martin Carmody, Budget Division Manager  
Amy Kessel, Budget Analyst III  
Jason Wojkiewicz, Budget Analyst II  
Richard Vanderoef, Budget Analyst I  
Marcia Goodwin, Office of Community Affairs, Chief Service Officer  
Giorgina Pinedo, Office of Community Affairs, Assistant to Director  
Lisa Early, Families, Parks and Recreation Director  
John Perrone, Parks Department Division Manager  
David Wagg, Parks Department Assistant Division Manager  
Renee Jackson, Families Parks and Recreation Fiscal Manager  
Maria Neff Caulder, Orlando Police Department Fiscal Manager  
Lusbeth Perez Pena, Economic Development Fiscal Manager  
Charles Conklin, CIP Project Manager II  
Victor Godlewski, Wastewater Division Manager  
John Rogers, Transportation Engineering Division Project Manager II  
Maria Cioce, Recording Secretary

PUBLIC COMMENT:

There were no public comments.

FY2015/16 BUDGET

NEW BUSINESS:

1. GRANTS FUND (1130 F)
  - A. BA16-57, Fair Housing FY14/15 (OCA0010\_G) – Request to recognize revenue and corresponding expense budget for receipt of the FY14/15 HUD Grant reimbursement. Net increase to budget: \$72,275.
  - B. BA16-58, AmeriCorps - Orlando Cares FY15/16 (OCA0011\_G) – Request to recognize revenue and corresponding expense budget for receipt of the FY15/16 AmeriCorps VISTA Grant reimbursement. Net increase to budget: \$15,000.
  - C. BA16-59, Student Internship Program for the City Attorney's Office FY15/16 (LEG0003\_G) – Request to recognize revenue and corresponding expense budget for the Florida Bar Grant. This grant supports a student internship. Net increase to budget: \$1,500.

- D. BA16-62, National Recreation and Parks Association (NRPA) Grant for Englewood Community Gardens (FPR0017\_G) - Request to recognize revenue and expense budgets for the Englewood Community Gardens NRPA Grant. Approved at March 28, 2016 City Council Meeting. Net increase to budget: \$20,000.
  - E. BA16-64, FDLE 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) (OPD0050\_G) approved by Council in June 20, 2016. Net Increase to budget: \$306,594.
  - F. BA16-65, FDLE 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) (OPD0051\_G) approved by Council in June 20, 2016. Net Increase to budget: \$114,751.
2. TRANSPORTATION IMPACT FEE-SW FUND (1072 F)
    - A. BA16-60, Sligh Boulevard & Columbia Street (TSP0045\_P) – Request to recognize revenue and corresponding expense incurred as the City is billed and reimbursed for costs in relation to water main design services (OUC) for the Sligh Boulevard Project. Net increase to budget: \$100,981.
  3. GAS TAX FUND (1100 F)
    - A. BR16-12, School/Safety Sidewalks (STW0010\_P) – Request to reallocate funds from LaCosta Wetlands Road Extension (TSP0040\_P) to School/Safety Sidewalks (STW0010\_P) for change orders and CIID fees. The LaCosta Wetlands Road Extension project is currently delayed. Net increase to budget: \$0.
    - B. BA16-66, Under I-4 Preliminary Design Work (TRE0050\_P) – Request to use fund balance for Under I Bridge District. The budget will enable FDOT to change order their contractor to perform and fund portions of the infrastructure for the project. Net Increase to budget: \$400,000.
  4. CAPITAL IMPROVEMENT FUND (3001 F)
    - A. BA16-61, Real Estate Acquisition (REM0002\_P) – Recognize proceeds from various land sales throughout the City of Orlando. Funds are appropriated to Project Contingency. Net increase to budget: \$4,153,814.
  5. WASTEWATER GENERAL CONSTRUCTION FUND (4106 F)
    - A. BA16-63, Conserv II Biosolids Dewater Construction project (CIP0007\_P) – Request to reallocate remaining budgets from various completed or delayed projects to fund the Conserv II Biosolids Dewater Construction Project. Net increase to budget: \$541,613.
  6. WASTEWATER COLLECTION SYSTEM IMPACT FEES FUND (4110 F)
    - A. BR16-13, 8<sup>th</sup> Street Gravity Sewer (CIP0188\_P) – Request to reallocate remaining budget from various completed projects to fund the 8<sup>th</sup> Street Gravity Sewer project. This project is accommodating the sanitary sewer needs for a new development (Air Commerce Park). Net increase to budget: \$0.

#### 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.

7. GENERAL FUND (0001 F)
  - A. Production and Grounds Maintenance (PKS0003\_C) – Request to reclassify a Contract Coordinator (S16) position to a Senior Contract Administrator (NB114). This is to address the increasing amount of contractors used to maintain the City's parks and increased responsibility of the incumbent in their current work duties. The Parks Division will absorb the costs of the reclassification.
  - B. Transportation Planning (TSP0001\_C) - Request to reclassify a Transportation Systems Analyst (S11) position to a Transportation Policy Advisor (NB118) as a result of future transportation related initiatives. The cost will be absorbed within the cost center's existing budget.
  
8. ORLANDO VENUES ENTERPRISE FUND (4001 F)
  - A. Orlando Venues (VEN0001\_C) - Request to reclassify one (1) Administrative Receptionist (S21) to a Venues Event Coordinator (S14). The Administrative Receptionist has remained vacant for three (3) years and as the search for revenue opportunities amplifies, a dedicated Venues Event Coordinator is needed.
  
9. WASTEWATER REVENUE FUND (4100 F)
  - A. Industrial Automation Group (WAS0003\_C) – Request to drop one (1) Instrument Technician position (S14) and add one (1) Industrial Automation Technician position (NB111). The Industrial Automation Technician will provide more comprehensive, technical and mechanical skills, which is needed in order to perform electrical maintenance and installation. The cost will be absorbed within the cost center's existing budget.

Martin Carmody, Budget Division Manager, advised that the total amount in Item 1F was changed from \$214,751 to \$114,751.

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

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

  
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Martin Carmody, Budget Division Manager

  
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Maria Cioce, Recording Secretary