

BUDGET REVIEW COMMITTEE
SUSTAINABILITY ROOM, 2nd FLOOR

The Budget Review Committee meeting on January 10, 2017 was called to order by Byron Brooks at 3:33 p.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer
Christopher McCullion, Chief Financial Officer
Frank Billingsley, Chief of Staff

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
Lusbeth Perez Pena, Economic Development Fiscal Manager
Thomas Chatmon, DDB Executive Director
Maria Cioce, Recording Secretary

PUBLIC COMMENT:

There were no public comments.

FY2016/17 BUDGET

NEW BUSINESS:

1. GENERAL FUND (0001 F)
 - A. BR17-03, Fire Administration (OFD0001_C) – Request to transfer existing budget for a Staff Assistant position from Fire Safety Management (OFS0003_C) to Fire Administration (OFD0001_C). This item relates to 8B below. No net increase to budget.

2. BUILDING CODE ENFORCEMENT FUND (1110 F)
 - A. BA17-16, Permitting Services (PER0003_C) – Request to create an EDIS Coordinator position to assist in overseeing the deployment and operation of the new Economic Development Information System. This item relates to 9A below. Net increase to budget: \$49,364.

3. GRANTS FUND (1130 F)
 - A. BA17-15, TD Tree Days 2016 (CAO0002_G) – Request to recognize revenue and corresponding expense budget for receipt of the 2016 TD Tree Days Grant. Net increase to budget: \$6,250.
 - B. BA17-14, DOJ Bulletproof Vest Partnership Grants Program FY16 (OPD0059_G) - Request to budget 2016 Department of Justice (DOJ) Bulletproof Vest Partnership Grants Program to supplement the City's purchase of body armor for its sworn police officers and community service officers. Award period April 1, 2016 – August 31, 2018. Grant application was approved by City Council on May 9, 2016. Net increase to budget: \$620.

- C. BA17-19, Colonial Pedestrian Bridge LAP (TRE0003_G) – Request to recognize revenue and appropriate expense budget for the SR 50 Pedestrian Overpass Local Agency Program (LAP) Supplemental Agreement No. 1, which was approved by City Council on December 5, 2016. This amount will fully fund the construction portion of the project. Net increase to budget: \$358,971.
4. CRA OPERATING FUND (1250 F)
 - A. BR17-05, Community Redevelopment Agency (CRA0002_C) – Request to create a CRA/DDB Project Manager position to focus on business development, regulation and policy enforcement related to city nightlife, as recommended by the Nightclub Taskforce. This item relates to 10A below. No net increase to the budget.
 5. CAPITAL IMPROVEMENTS FUND (3001 F)
 - A. BR17-04, New OPD Headquarters Construction (CIP0144_P) – Request to transfer funds from Capital Investments project (CIP0136_P) to New OPD Headquarters Construction (CIP0144_P) for costs associated with the Equestrian Facility. No net increase to budget.
 - B. BA17-18, Real Estate Acquisition (REM0002_P) - Request to recognize revenue received in the sale of the Nichols Apartment Complex, located on South Cottage Hill Road, to The Village of Orlando (TVO). Net increase to budget: \$400,420.
 6. WASTEWATER GENERAL CONSTRUCTION FUND (4106 F)
 - A. BA17-17, Water Conserv I WRF Secondary Clarifier Improvements (CIP0211_P) – Request to allocate Fund Balance to new project Water Conserv I WRF Secondary Clarifier Improvements. Net increase to budget: \$2,144,000.
 7. STORMWATER UTILITY FEE FUND (4160 F)
 - A. BA17-21, Stormwater System Evaluation (CIP0090_P) – Request to allocate Fund Balance to Stormwater System Evaluation Project (CIP0090_P) in order to fulfill contractual requirements for Phase 6 of Stormwater Facilities Inventory Maintenance Updates. Net increase to budget: \$524,950.

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 (0001 F)
 - A. Downtown Recreation Complex (REC0012_C) – Request to reclassify a Maintenance Worker position (L01) to a Regional Recreation Specialist position (S18) due to the increase in community youth program participation. The position will cover programming for adults, teens, youth and other nontraditional activity programs.
 - B. Fire Administration (OFD0001_C) – Request to transfer Staff Assistant (position 519592) from Fire Safety Management (OFS0003_C) to Fire Administration (OFD0001_C) due to departmental needs. This item relates to 1A above.

9. BUILDING CODE ENFORCEMENT FUND (1110 F)
 - A. Permitting Services (PER0003_C) – Request to create an EDIS Coordinator position to assist in overseeing the deployment and operation of the new Economic Development Information System. This item relates to 2A above.

10. CRA OPERATING FUND (1250 F)
 - A. Community Redevelopment Agency (CRA0002_C) – Request to create a CRA/DDB Project Manager position to focus on business development, regulation and policy enforcement related to city nightlife, as recommended by the Nightclub Taskforce. This item relates to 4A above.

A motion to approve items 1A through 10A was made by Frank Billingsley. Christopher McCullion seconded the motion and vote carried to approve items 1A through 10A.

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



Christopher McCullion, Chief Financial Officer



Maria Ciocce, Recording Secretary