



Budget Review Committee

North & South Collaborations Conference Rooms, 1st Floor, City Hall

The Budget Review Committee meeting on January 9, 2018 was called to order by Byron Brooks at 10:33 a.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer
Christopher McCullion, Chief Financial Officer
Wes Powell, Assistant City Attorney

OTHERS PRESENT:

Brian Battles, Deputy Chief Financial Officer
Martin Carmody, Budget Division Manager
Kevin Pierre, Budget Analyst III
Jason Wojkiewicz, Budget Analyst III
Ricky Vanderoef, Budget Analyst II
Anthony Bellizio, Budget Analyst I
Maria Neff Caulder, Orlando Police Department Fiscal Manager
Lusbeth Perez Pena, Economic Development Fiscal Manager
Joseph Johnson, Housing and Community Development Fiscal Manager
Tiffany Stephens, Downtown Development Board Fiscal Manager
Mike Rhodes, Economic Development Deputy Director
Denise Aldridge, City Clerk
Maria Cioce, Recording Secretary

PUBLIC COMMENT:

There were no public comments.

NEW BUSINESS:

FY2017/18 BUDGET – APPROPRIATIONS

1. **DESIGNATED REVENUE FUND (0005_F)**

- A. BA18-19, Match FY17/18 OPASS AmeriCorps Program (FPR0024_G) – Request to transfer budget authority from the General Fund to the Designated Revenue Fund to cover the match for the FY18 OPASS grant program. This is the 1st year of a 3-year grant that began July 31, 2017. Net increase to budget: \$122,000.
- B. BA18-20, Match FY17/18 Operation AmeriCorps (FPR0026_G) – Request to transfer budget authority from the General Fund to the Designated Revenue Fund to cover the match for the FY18 Operation AmeriCorps grant program. This is the 2nd year of a 2-year grant, but upon completion of this year the grant will increase to 3 years and keep the same level of programming. Net increase to budget: \$149,761.

- C. BA18-23, Match 2017 COPS Hiring Grant (OPD0072_G) - Request to budget 2017 COPS Hiring Program grant award agreement cash match, approved by City Council on December 11, 2017, to create fifteen (15) new sworn Police Officer positions through the Office of the Community Oriented Policing Services (COPS Office). This is a departmental estimate for the 1st year of a 3-year grant, based on the presumed hiring dates for these positions. Total match requirement is \$3,532,399. Award period is November 1, 2017 to September 30, 2021. This is related to items 4D and 8C below. Net increase to budget: \$513,221.
- 2. GENERAL FUND (0001_F)
 - A. BA18-13, Fire Nondepartmental (OFD0002_C) – Request to reduce transfer from Emergency Medical Services Transport Fund (0017_F) to General Fund (0001_F) in order to cover expenses associated with moving the Extra Duty Coordinator position to a new cost center. Net decrease to budget: \$36,789.
- 3. BUILDING CODE ENFORCEMENT FUND (1110_F)
 - A. BA18-18, Plans Review (PER0005_C) – Request to budget an additional allocation of fund balance to support the creation of new Permitting positions in the fund as part of the broader Permitting Division restructuring identified in PA18-09. Net increase to budget: \$425,662.
- 4. GRANTS FUND (1130_F)
 - A. BA18-15, FY18 DUI Enforcement Team Grant (OPD0070_G) - Request to budget the FY18 DUI Enforcement Team Grant. The funds will be used to pay overtime for officers on the DUI Enforcement Team. The objective of this team is to efficiently and safely remove suspected DUI offenders and traffic violators from the highways by mobile, high visibility traffic enforcement tactics. Approved by City Council on October 23, 2017. Net increase to budget: \$100,000.
 - B. BA18-16, FY18 Overtime for President-Elect Security (OPD0069_G) - Request to budget the FY18 overtime reimbursement for various law enforcement personnel that conducted security-related activities for the President-Elect during the eligible time period. Approved by City Council on November 13, 2017. Net increase to budget \$7,317.
 - C. BA18-17, FY17 State Homeland Security Grant Program (SHSGP) (OFD0022_G) - Request to budget the FY17 State Homeland Security Grant Program grant. The funds will be used for sustainment and replacement of equipment previously purchased under Federal funds for the Orlando Fire Department HazMat Team. Net increase to budget: \$116,076.
 - D. BA18-22, 2017 COPS Hiring Program (OPD0071_G) - Request to budget the 2017 COPS Hiring Program grant award agreement approved by City Council on December 11, 2017 to create fifteen (15) new sworn Police Officer positions through the Office of the Community Oriented Policing Services (COPS Office). Award period is November 1, 2017 to September 30, 2021. This is related to item 1C above and item 8C below. Net increase to budget: \$1,875,000.
- 5. U.S. DEPT. OF HOUSING AND URBAN DEVELOPMENT GRANTS FUND (1200_F)
 - A. BA18-14, Various HOPWA FY17/18 Grants - Request to adjust the split of the 2017 HOPWA Grant between Administrative costs and Housing Activities to align with the final award from HUD. No net change to budget.

6. REAL ESTATE ACQUISITION FUND (3006_F)

- A. BA18-12, Land Acquisitions (REM0010_P) - Request to recognize and transfer FY15/16 revenues from Capital Improvements Fund (3001_F) to Real Estate Acquisition Fund (3006_F). Net increase to budget: \$230,295.

FY2017/18 BUDGET – STAFFING

Note: Staffing changes are approved with the flexibility for specific classification decisions to be reviewed and revised by Human Resources as necessary.

7. VARIOUS PERMITTING DIVISION FUNDS

- A. PA18-09, Various Permitting Division Cost Centers – Request to create, reclassify or transfer a variety of positions in the Permitting Division as part of a broader division restructuring and realignment of positions across the different Permitting functions. The impact of all reclassifications and the new General Fund positions will be absorbed within the department's existing budget, and an additional allocation of fund balance (\$425,662) will cover the new Building Code Enforcement Fund positions via BA18-18.

8. GENERAL FUND (0001_F)

- A. PR18-10, City Clerk (CLK0001_C) – Request to reclassify two (2) City Clerk positions to reflect a change in their duties as well as an increased emphasis on systems administration: City Clerk Aide (S16) to Clerk Administration Coordinator (S12); and Senior Assistant City Clerk (NB110) to City Clerk Aide (S16). The change in costs is negligible and any difference will be absorbed within the department's existing budget.
- B. PA18-10, Engineering (ENG0001_C) – Request to add one (1) Permit Technician III – Contract (S17). The new position will help respond to an increase in site reviews due to the sustained upturn in development activity. It will also enable the department to better meet on-target dates and prepare for further increases in development activity. The estimated cost of \$76,200 will be absorbed within the department's existing budget.
- C. PA18-12, Police Special Services (OPS0002_C) – This is related to items 1C and 4D above. Request to create fifteen (15) new sworn Police Officer positions as part of the COPS Hiring Grant. These positions will be used to create a Downtown Bike Unit. Said positions will be in the General Fund, but will be covered by the COPS Grant and Match.
- D. PA18-13, Fire Administration (OFD0001_C) – Request to create one (1) Fire Assistant Chief (NB118) to oversee implementation and management of computer-aided dispatch (CAD) system; Police/Fire record management system; and other technology related systems and operations for the Orlando Fire Department. The CAD system will be utilized by both the Orlando Fire Department and Orlando Police Department for planning, prevention, and response to citizen's needs. This position is vital as it will serve as the primary liaison to ensure collaboration between the two departments. The estimated cost of \$105,014 will be funded by the Public Safety Bond project.

E. PA18-14, Police Support Services (OPA0001_C) – Request to create one (1) Police Lieutenant (PLT1) to oversee implementation and management of computer-aided dispatch (CAD) system; Police/Fire record management system; and other technology related systems and operations for the Orlando Police Department. The CAD system will be utilized by both the Orlando Police Department and Orlando Fire Department for planning, prevention, and response to citizen's needs. This position is vital as it will serve as the primary liaison to ensure collaboration between the two departments. The estimated cost of \$99,902 will be funded by the Public Safety Bond project.

9. EMERGENCY MEDICAL SERVICES TRANSPORT FUND (0017_F)

A. PA18-08, OFD Off-Duty (OFR0011_C) – Request to move the Extra Duty Coordinator (S18) position from the Fire Administration cost center (OFD0001_C) in the General Fund (0001_F) to the OFD Off-Duty cost center (OFR0011_C) in the EMS Transport Fund (0017_F) to properly align position responsibilities and funding source. The estimated cost of \$36,789 cost will be transferred via BA18-13.

10. WATER RECLAMATION FUND (4100_F)

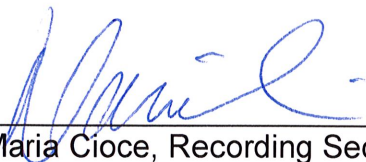
A. PA18-11, Environmental Control (WAS0012_C) – Request to drop two (2) Utility Service Worker II (L03) positions and add two (2) Environmental Construction Inspector (S14) positions. This will allow the Environmental Control program to hire specialized personnel to inspect the installation of reclaimed water lines and ensure codes are met. These changes are estimated to cost \$76,000 and will be absorbed within the department's existing budget.

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

The meeting was adjourned at 10:34 a.m.



Christopher McCullion, Chief Financial Officer



Maria Cioce, Recording Secretary