



Budget Review Committee

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

The Budget Review Committee meeting on May 8, 2018 was called to order by Byron Brooks at 3:30 p.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer
Michele Brennan, Communications and Neighborhood Relations Director
Wes Powell, Assistant City Attorney

OTHERS PRESENT:

Martin Carmody, Budget Division Manager
Jason Wojkiewicz, Budget Analyst III
Ricky Vanderoef, Budget Analyst III
Anthony Bellizio, Budget Analyst II
Carmen Rasnick, Budget Analyst II
Monica Ricketts, Families, Parks and Recreation Fiscal Manager
Cynthia De Oliveira, Office of Business and Financial Services Fiscal Manager
Lusbeth Perez Pena, Economic Development Fiscal Manager
Amy Kessel, Transportation Fiscal Manager
Kory Keith, Code Enforcement Division Manager
Michael Carroll, Solid Waste Division Manager
Maria Cioce, Recording Secretary

PUBLIC COMMENT:

There were no public comments.

NEW BUSINESS:

FY2017/18 BUDGET – APPROPRIATIONS

1. **DESIGNATED REVENUE (0005 F) AND GRANTS FUND (1130 F)**

A. BA18-40, Various Cost Centers and Grants – Request to recognize the revenue and match commitment associated with the Solar Energy Innovation Network Grant, received from the Alliance for Sustainable Energy LLC. This grant of \$140,886 requires a city match of \$28,117 and supports the investigation of approaches to utilizing solar energy to increase the resiliency of municipal operations. The award agreement was approved by City Council on January 22, 2018. Net increase to budget: \$169,003.

2. PARK IMPACT FEE – SOUTHEAST (1081_F)
 - A. BA18-49, Lake Nona Parks (PKS0015_P) – Request to recognize revenue that has accumulated in the Park Impact Fee – Southeast fund (1081_F) in a project that will be used to help create parks in the rapidly developing Lake Nona area, specifically Laureate City Park and East Air Field Park. Funds will be used to purchase and install equipment. Ongoing maintenance will be paid out of the Parks Department's operating budget. Net increase to budget: \$625,000.

3. GRANTS FUND (1130_F)
 - A. BA18-46, FY 18 High Intensity Drug Trafficking Area (HIDTA) (OPD0073_G) - Request to budget funding from FY2017 Central Florida HIDTA Award Grant Agreement. The funding amount represents 35% of the full award (\$109,472) due to the government operating under a Continuing Appropriations Resolution. The remaining portion of the award will be available when Congress approves the 2018 budget. The award letter was approved by City Council on March 19, 2018. The award period is January 1, 2018 to December 31, 2019. Net increase to budget: \$38,315.
 - B. BA18-48, FY19 NRPA 10-Minute Walk Park Planning (FPR0028_G) – Request to budget funding from the partnership between NRPA and The JPB Foundation to reduce barriers to park access in underserved communities; improve environmental conditions and community health; and to expand access to nature in cities across the nation. FPR will use the grant to update the City's 2010 Parks and Recreation Vision Plan to invest, improve, and manage amenities/programs over the next 10 years. The award agreement was approved by City Council on April 16, 2018. Net increase to budget: \$40,000.

4. REAL ESTATE FUND (3006_F)
 - A. BA18-44, Land Acquisitions (REM0010_P) – Request to recognize revenues received from the sale of Lakeside Village and Bordeaux I & II Apartment complexes, located at 1740, 1742, and 1770 Mercy Drive, to Ability Mercy, LLC. Net increase to budget: \$1,360,000.

5. WATER RECLAMATION GENERAL CONSTRUCTION FUND (4106_F)
 - A. BA18-51, Iron Bridge Low Voltage Improvements (CIP0054_P) – Request to allocate funds to an existing project. This project will provide electrical improvements to twelve (12) areas at the Iron Bridge facility and the installation of a generator connection point for standby generators. A \$12.8M State Revolving Fund loan will cover the majority of the costs. This will fund the balance of the project. Net increase to budget: \$3,000,000.

6. PARKING RENEWAL & REPLACEMENT FUND (4133_F)
 - A. BA18-50, Various Projects – Request to move all capital projects in the Parking Revenue Fund to the Parking Renewal & Replacement Fund. The purpose of this request is to separate operating and project expenses. Eight (8) projects will be moved from one fund to the other. Net increase to budget: \$2,332,443.

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. GENERAL FUND (0001 F)

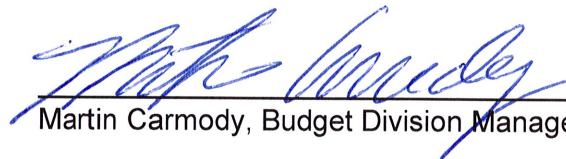
- A. PR18-20, Strategic Support (TMD0002_C) – Request to reclassify a Technology Business Analyst (S10) to an IT Project Manager I (S09). This position change is necessary as the number of IT projects has increased, and it is vital to manage and ensure successful implementation of such projects. The estimated cost of \$2,036 will be absorbed within the department's existing budget.
- B. PA18-17, Code Enforcement (ENF0001_C) – Request to create a new Code Enforcement Officer (S16) position to monitor and enforce compliance with the newly enacted short-term rental ordinance. The estimated cost of \$15,979 will be absorbed within the department's existing budget.
- C. PA18-19, Forestry (PKS0002_C) – Request to drop an existing Landscape Technician, Senior and add a Parks Analyst position. Increased work in Forestry necessitates this change to allow the Division to keep up with various Forestry day to day operations and projects. The estimated cost of \$25,694 will be absorbed within the department's existing budget.
- D. PR18-22, Executive Offices (EXO0001_C) - Request to drop one (1) Mayor's Administrative Assistant (NB104) position and add one (1) Executive Assistant (NB107) position. The duties of this position have changed to provide for an expanded community presence and additional governmental support from activities such as Homelessness initiatives; social media citizen interactions; increased community initiatives; and new federal and state regulations. The estimated cost of \$3,536 will be absorbed within the department's existing budget.
- E. PA18-20, Transportation Engineering (TRE0005_C) – Request to reclassify a Traffic Technician Senior (L05) position to a Traffic Control Assistant Supervisor (S15) position. This reclassification will provide better supervision needed for staff as the number of events has increased; provide succession planning; and provide assistance to the new Event Manager. The estimated cost of \$5,605 will be absorbed within the department's existing budget.
- F. PR18-21, M/WBE (MBE0001_C) – Request to drop an MBE Certification Officer I (S14) and add an MBE Compliance Investigator I (S14), to allow the office to better monitor and enforce City contract standards for minority/women business participation. There is no cost for this change.

8. SOLID WASTE FUND (4150 F)

- A. PA18-18, Commercial Collection (SWM0003_C) – Request to reclassify a Light Equipment Operator (L02) position to a Sanitation Equipment Operator – Commercial (L04) position. By allowing greater flexibility in employee assignments, this reclassification will provide for a more efficient use of staff resources and provide better service to our customers. The estimated cost of \$4,653 will be absorbed within the department's existing budget.

A motion to approve items 1A through 8A was made by Wes Powell. Michele Brennan seconded the motion and vote carried to approve items 1A through 8A.

The meeting was adjourned at 3:31 p.m.



Martin Carmody, Budget Division Manager



Maria Ciocce, Recording Secretary