



**Budget Review Committee**  
Tarpon Conference Room, 4<sup>th</sup> Floor, City Hall

The Budget Review Committee meeting on June 12, 2018 was called to order by Byron Brooks at 3:33 p.m.

**MEMBERS PRESENT:**

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

**OTHERS PRESENT:**

Brian Battles, Deputy Chief Financial Officer  
Martin Carmody, Budget Division Manager  
Jason Wojkiewicz, Budget Analyst III  
Kevin Pierre, Budget Analyst III  
Ricky Vanderoef, Budget Analyst III  
Anthony Bellizio, Budget Analyst II  
Amy Kessel, Transportation Fiscal Manager  
Giorgina Pinedo, Office of Community Affairs Assistant to the Director  
Susan Harris, Communications and Neighborhood Relations Assistant to the Director  
Denise Aldridge, City Clerk  
Joseph Johnson, Housing and Community Development Fiscal Manager  
Linda Rhinesmith, Housing and Community Development Division Manager  
Maria Cioce, Recording Secretary

**PUBLIC COMMENT:**

There were no public comments.

**NEW BUSINESS:**

**FY2017/18 BUDGET – APPROPRIATIONS**

1. **GAS TAX FUND (1100 F)**

A. BA18-55, Curb Ramps – Gas Tax (TRE0023\_P), Request to transfer budget from Miscellaneous Transportation Projects (TRE0019\_P) to Curb Ramps – Gas Tax. This request will align the budget with the division's current priorities. The total amount allocated to the project budget is \$132,841. No net increase to budget.

2. **GRANTS FUND (1130 F)**

A. BA18-58, FY 18 Equal Employment Opportunity Commission (EEOC) (OCA0017\_G) – Request to recognize grant revenue awarded to support the investigation of EEOC concerns and violations. Net increase to budget: \$26,150.

- B. BA18-53, Oracle - Community Emergency Response Team (OFD0002\_P) – Request to recognize revenue in the Oracle - Community Emergency Response Team (CERT) project. Of the revenue received, \$7,000 will then be used to satisfy the match requirements of the FY2017-2018 EMPG CERT/Citizen Corps Program Grant, as approved by City Council on August 28, 2017. Net increase to budget: \$28,606.
3. REAL ESTATE FUND (3006 F)
- A. BA18-52, Land Acquisitions (REM0010\_P) – Request to recognize revenues received from the sale of a 25 foot strip of land at the southeast corner of Rixey Street and Lake Baldwin Lane (\$19,978), and the sale of property along the east side of Chapman Court, south of West South Street (\$662,055). Net increase to budget: \$682,033.
4. TRANSPORTATION IMPACT FEE-NORTH FUND (1070 F)
- A. BA18-54, Lincoln SunRail Station Project (TSP0054\_P) – Request to transfer budget from LYMMO Extension Project (TSP0016\_P) to Lincoln SunRail Station Project (TSP0054\_P). This request will fulfill year one of the annual funding requirement in the amount of \$500,000 to Lincoln Church Street, LLC; years two and three have been requested in the FY19-23 CIP. The agreement was approved by City Council on July 24, 2017. The total amount allocated to the project budget is \$350,000. No net increase to budget.
5. TRANSPORTATION IMPACT FEE-SOUTHEAST FUND (1071 F)
- A. BA18-56, Downtown Connector Trail Project (TSP0055\_P) – Request to transfer \$145,000 of Contingency to the Downtown Connector Trail Project. This additional funding is necessary in order to proceed with the project, given that the final cost estimates came in higher than expected. No net increase to budget.

## **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.*

6. GENERAL FUND (0001 F)
- A. PR18-23, Communications and Neighborhood Relations (COM0001\_C) – Request to reclassify one (1) Graphics Designer Assistant – Contract (S21) to a Graphic Designer I/II/III – Contract (S14). The office is working to reclassify City positions related to graphic design into a single all-encompassing career ladder, with different levels based on experience. The estimated cost of \$5,999 for the remainder of the current fiscal year will be absorbed within the department’s existing budget.
- B. PR18-24, Records Management (CLK0002\_C) – Request to reclassify one (1) Records Specialist (S18) to a Records Specialist Senior (S16). This position has developed into one which is responsible for responding to higher level public records requests, and in doing so, interacting with senior officials as well as the press. The estimated cost of \$1,519 for the remainder of the current fiscal year will be absorbed within the department’s existing budget.

7. HUD GRANTS FUND (1200 F)

- A. PA18-21, Housing Grants (HSG0002\_C) – Request to create a Chief Planner-Housing (NB117) position to help coordinate solutions to the affordable housing challenge in the City, as well as to address the workload associated with increased Housing funding. The estimated cost of \$31,152 for the remainder of the current fiscal year will be absorbed within the department's existing budget.

8. STORMWATER UTILITY FUND (4160 F)

- A. PA18-22, Stormwater Utility Administration (STW0001\_C) – Request to create one (1) Floodplain Engineer (S09) position. The position will be responsible for managing the City's floodplain requirements and activities as they relate to the National Flood Insurance Program and the Community Ratings System. The position will work with City staff to develop standard floodplain operating procedures relating to zoning, building codes, and other ordinances, as well as review plans and permits for floodplain regulation compliance. The estimated cost of \$29,720 will be absorbed within the department's existing budget.

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

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



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Christopher McCullion, Chief Financial Officer



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Maria Ciocce, Recording Secretary