

January 14, 2019, 3:30 p.m.

Sustainability Conference Room, 2nd Floor, City Hall

Members Present:

Kevin Edmonds, Acting Chief Administrative Officer
Christopher McCullion, Chief Financial Officer
Wes Powell, Assistant City Attorney

Others Present:

Janeiro Coulter, MBE Division Manager
Michelle McCrimmon, Deputy Chief Financial Officer
Martin Carmody, Budget Division Manager
Jason Wojkiewicz, Budget Analyst IV
Anthony Bellizio, Budget Analyst III
Ricky Vanderoef, Budget Analyst III
Kevin Pierre, Budget Analyst III
Ashley Connolly, Public Works Fiscal Manager
Maria Ash, Recording Secretary

CALL TO ORDER

The Budget Review Committee meeting on January 14, 2020 was called to order by Kevin Edmonds at 3:38 p.m.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

Martin Carmody noted recent additions.

FY2019/20 BUDGET – APPROPRIATIONS

1. **VARIOUS FUNDS**

- A. BA20-20, Various Cost Centers – Request to transfer budget authority to various cost centers across the General Fund to fully fund the new three-year labor agreements, increases for non-bargaining unit employees as well as appointed officials. This action will be made retroactive to December 31, 2019. Net increase to budget: \$2,543,624.

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

- A. BA20-05, FY 19 21st Century Community Learning Centers (REC0004_G) and FY 20 21st Century Community Learning Centers (REC0005_G) – Request to recognize additional revenues received on August 31, 2019 for FY 19 21st Century Community Learning Centers (CCLC) grant (\$24,030) and revenues received for FY 20 21st CCLC grant (\$303,698). The FY20 award is the final year of this five (5) year grant. This is a reimbursable grant which

covers personnel and operating costs associated with afterschool programs. Net increase to budget: \$327,728.

- B. BR20-02, FY 18 NRPA 10-Minute Walk Park Planning Grant (FPR0028_G) – Request to move \$40,000 from contingency to contractual services to align budget to actuals. No net increase to budget.
 - C. BA20-15, FY 20 FDLE Identity Theft and Fraud Grant (OPD0087_G) – Request to budget the FY 20 FDLE Identity Theft and Fraud Grant. Florida Department of Law Enforcement provides support to local law enforcement agencies in the investigation of personal identification information theft and fraud. OPD's Economic Crimes Unit proposes to purchase a software program to transfer data from any computer-generated documents into smart data with a quick audit trail. This grant was approved by City Council on November 11, 2019. Net increase to budget: \$7,935.
 - D. BA20-16, FY 20 High Visibility Enforcement for Pedestrian and Bicycle Safety (OPD0088_G) – Request to budget the FY20 grant award for the High Visibility Enforcement for Pedestrian and Bicycle Safety grant. This grant provides overtime reimbursement for traffic enforcement operations to enhance bicycle and pedestrian safety. This grant was approved by City Council on December 9, 2019. Net increase to budget: \$42,240.
 - E. BA20-17, FY 20 High Intensity Drug Trafficking Area (HIDTA) (OPD0089_G) – Request to budget the FY20 HIDTA grant award. This grant provides funding for overtime and vehicle leases for officers assigned to MBI and the DEA Heroin Task Force. This grant was approved by City Council on December 9, 2019. Net increase to budget: \$127,940.
 - F. BA20-18, FY 19 Afterschool Nutrition Program Agreement and Grant (FPR0034_G) and FY 20 Afterschool Nutrition Program (FPR0043_G) – Request to recognize revenues received for FY 19 Afterschool Nutrition Program grant (\$76,399) and FY 20 Afterschool Nutrition Program grant (\$407,863). This is a permanent contract with annual renewals approved at the January 28, 2013 Council meeting and provides nutritious meals to children in City after school programs. Net increase to budget: \$484,262.
3. U.S. DEPT. OF HOUSING AND URBAN DEVELOPMENT GRANTS FUND (1200 F)
- A. BA20-22, NSP FY10/11 Acquisition / Rehab Rental (HSG0085_G) – Request to reconcile the grant budget with HUD systems, and transfer NSP grant funds previously designated for home acquisition rehabilitation to this NSP grant for rental rehabilitation efforts. This change is in line with federal rules regulating the NSP grant. Net increase to budget: \$1.
4. CAPITAL IMPROVEMENTS FUND (3001 F)
- A. BA20-21, Community Capital - District 6 (OCC0006_P) – Request to allocate fund balance in order to supplement the District 6 discretionary budget. Net increase to budget: \$100,000.
 - B.
5. WATER RECLAMATION GENERAL CONSTRUCTION FUND (4106 F)
- A. BA20-19, Water Reclamation Transmission System Master Study (CIP0xxx_P) – Request to transfer budget from various transmission improvement projects to a new comprehensive Water Reclamation Transmission System Master Study project. The plan developed through the study will assist in evaluating and making recommendations regarding all aspects of the Water Reclamation system, including lift station and pipe size upgrade requirements, plant expansions, and biosolids disposal options. No net change to budget.

6. WATER RECLAMATION SRF LOAN CONSTRUCTION FUND (4112 F)
 - A. BA20-23, SRF WW480490 Lift Station 45 Improvements Project (PWK0009_G) – Request to recognize receipt of loan funding received from the State Revolving Loan Fund (SRF) for Lift Station 45 improvements, and appropriate it accordingly. Net increase to budget: \$7,040,000.
7. FLEET REPLACEMENT FUND (5002 F)
 - A. BA20-12, Fleet Replacement Program (FLT0005_C) – Request to transfer budget from various funds to 5002_F Fleet Replacement Fund for reimbursement due to costs incurred for department-requested additional vehicles and/or upgrades to replacement vehicles. Net increase to budget: \$1,124,959.
8. REAL ESTATE ACQUISITION FUND (3006 F)
 - A. BA20-14, Creative Village Land (REM0011_P) - Request to recognize revenues received from sale of Creative Village Parcel U to MCREF III Creative Village Apartments LLC. Net increase to budget: \$5,279,919.

FY2019/20 BUDGET – STAFFING

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

9. GENERAL FUND (0001 F)
 - A. PR20-04, Director of Transportation (TRN0001_C) – Request to reclassify one (1) Fiscal Specialist (S17) to a Fiscal Coordinator (S13) position. This adjustment is needed based upon the increase in responsibilities which includes assisting the Fiscal Manager and Impact Fee Manager. The estimated increase in annual costs of \$13,583 will be absorbed within the department's existing budget.
 - B. PA20-03, Office of the Mayor (EXO0001_C) – Request to create (1) Placemaking and Competitiveness Director (NB123). This position will develop strategies and recommendations to elevate Orlando's economic competitiveness with peer cities, and work to ensure the Orlando experience is at the level needed to attract and grow high value jobs, and further diversify the economy. The estimated cost of \$152,918 will be absorbed within the department's existing budget.
 - C. PA20-04, M/WBE (MBE0001_C) – Request to create (1) BLUEPRINT Outreach Coordinator - C (C15). This position will market and promote the BLUEPRINT 2.0 Training and Employment program, particularly among the Parramore community. They will also serve as the liaison for BLUEPRINT's new partner agencies. The estimated cost of \$45,600 will be absorbed within the department's existing budget.
10. VARIOUS FUNDS
 - A. PR20-06, Various Cost Centers – Request to reclassify (4) Executive Assistant (NB107) positions to an Executive Assistant (NB108), due to their responsibility supporting deputies to C-5 executives. The estimated cost of \$11,903 will be absorbed within the existing budget of the various departments

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

ADJOURN

The meeting was adjourned at 3:39 p.m.



Christopher McCullion
Chief Financial Officer



Maria Ash
Recording Secretary