

**August 24, 2020, 4:00 p.m.**  
**Virtual Meeting via Zoom Webinar**

**MINUTES**

**Members Present:**

Kevin Edmonds, Chief Administrative Officer  
Heather Fagan, Chief of Staff  
Christopher McCullion, Chief Financial Officer  
Wes Powell, Assistant City Attorney

**Others Present:**

Michelle McCrimmon, Deputy Chief Financial Officer  
Martin Carmody, Budget Division Manager  
Jason Wojkiewicz, Budget Analyst IV  
Candace Cardillio, Board Coordinator

**CALL TO ORDER**

*The Budget Review Committee meeting on August 24, 2020 was called to order by Kevin Edmonds at 4:00 p.m.*

**PUBLIC COMMENT**

*There was no public comment.*

**NEW BUSINESS**

**FY2019/20 BUDGET – APPROPRIATIONS**

1. **VARIOUS FUNDS**

A. BA20-53, Various Grants – Request to recognize additional HUD funding awarded through the CARES Act to assist the City’s efforts to respond to the COVID-19 crisis as it relates to grant program activities. The item incorporates funding awarded directly from the federal government, as well as from the state through their CARES Act allocation. Additionally, the Act also allows the City more flexibility to utilize existing award funds for program administration as needed. Net increase to budget: \$6,040,165.

2. **DESIGNATED REVENUE FUND (0005 F)**

A. BA20-59, MATCH FY 21 FDOS Cultural Affairs General Support Program (LEU0015\_G) - Request to budget the match for the FDOS Cultural Affairs General Program Support Grant. This grant provides general program support at Leu Gardens and requires a 1:1 match in funds. This grant was approved by City Council on July 20, 2020. This item relates to item 8D. Net increase to budget: \$44,390

3. **REAL ESTATE ACQUISITION FUND (3006 F)**

A. BA20-50, Land Acquisitions (REM0010\_P) - On February 10, 2020, City Council approved the sale of 2.58 acres located at 522 W. Central Blvd (Orange Lot) to Orlando Magic, Ltd., for the construction of a basketball training facility. Request to recognize revenues received from sale of Orange Lot to Orlando Magic, Ltd. Net increase to budget: \$5,097,036

4. FLEET REPLACEMENT FUND (5002\_F)
  - A. BA20-51, 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: \$2,484,607.
  
5. GAS TAX FUND (1100\_F)
  - A. BA20-62, Tampa Ave – South St to Central Blvd Design (TRE0045\_P) – Request to increase budget authority using Fund Balance Allocation. The City of Orlando and the Central Florida Expressway plan to accomplish this through several vehicular and pedestrian improvements along SR 408 and Tampa Avenue. The increase is necessary for additional surveying services needed for the jurisdictional transfer of rights-of-way from Orange County to City of Orlando, an optional roundabout design at the intersection of Tampa Ave at Central Blvd and Fred L. Maxwell Blvd, and internal project/construction management service fees. Net increase to the budget: \$55,000
  
6. TRANSPORTATION IMPACT FEE-NORTH FUND (1070\_F)
  - A. BA20-61, Alden/Lake Highland Realignment (TSP0064\_P) - Request to increase budget authority using Fund Balance Allocation to TSP0064\_P Alden/Lake Highland Realignment and Extension Project. This is Engineering Services contract was approved by City Council on March 30, 2020. This increase will commit impact fees to fund additional design \$98,000 and construction estimate \$3,145,000. Funding for a portion of the construction has been requested for consideration in the FY21-25 CIP. This request would fully fund the engineer of record's construction estimate. Net increase to budget: \$2,243,000
  - B. BA20-60, Alden/Virginia Traffic Signal (TRE0026\_P) - Request to transfer budget authority from Fund Contingency to TRE0026\_P Alden/Virginia Traffic Signal. This is contract was approved by City Council on December 10, 2018 The increase is necessary for additional engineer of record design services related to an FDOT Railroad Permit and additional traffic signal construction funds. The estimated cost for will be \$181,000. No net increase to budget.
  
7. TRANSPORTATION IMPACT FEE-SOUTHEAST FUND (1071\_F)
  - A. BA20-63, Econlockhatchee Trail – Lee Vista to Curry Ford (TSP0041\_P) – Request to increase budget authority using Fund Balance Allocation for TSP0041\_P Econlockhatchee Trail Project. The City requested the Consultant (Dewberry Engineers) to include additional design services for roundabouts at the Lee Vista Blvd and Tivoli Chase intersections. The roundabout design and plans are additional services outside the original scope of services. Net increase to the budget: \$73,000
  
8. GRANTS FUND (1130\_F)
  - A. BA20-64, Orlando Urban Trail Gap Connectivity Project (TSP0012\_G) – Recognize and appropriate grant revenue from Florida Department of Transportation (FDOT) for Construction and Construction, Engineering and Inspection (CEI) services related to the Orlando Urban Trail Gap and Extension Grant. This is Local Agency Program (LAP) Agreement was approved by City Council on July 7, 2020. Also included in the Orlando Urban Trail is a portion of OUC water main that will be replaced (See item 9A below). Net increase to budget: \$3,555,372

- B. BA20-54, FY 19 Gulf States Regional L.E. Technology Assistance (OPD0091\_G) - Request to budget the Gulf States Regional Law Enforcement Technology Training and Technical Assistance Initiative. The purpose of the grant is to enhance information and intelligence sharing between local law enforcement agencies. OPD plans on purchasing 4 Mobile License Plate Readers. This grant was approved by City Council on March 30, 2020. Net increase to budget: \$101,120.
- C. BA20-55, FY 20 BJA Coronavirus Emergency Supplemental Funding Program (OPD0094\_G). Request to budget the BJA Coronavirus Emergency Supplemental Funding Program. Funding from this grant will reimburse for unbudgeted expenses related to the COVID-19 outbreak. Eligible expenses include law enforcement PPE, medical supplies, rehiring, and overtime. This item was approved by City Council on June 1, 2020. Net increase to budget: \$539,588.
- D. BA20-56, FY 21 FDOS Cultural Affairs General Program Support Grant (LEU0014\_G) - Request to budget the FDOS Cultural Affairs General Program Support Grant. This grant provides general program support at Leu Gardens. This grant requires a 1:1 match that will be funded out of the Leu Gardens Fund (1155\_F). This grant was approved by City Council on July 20, 2020. This relates to item 2A. Net increase to budget: \$44,930.
- E. BA20-57, FY 20 Walmart Community Grant (OPD0096\_G) - Request to budget the Walmart Community Grant. These funds are used to support the Shop with a Supercop event. This project connects police officers with local elementary school students to shop for items needed for themselves or their families during the holidays. This was approved by City Council on March 30, 2020. Net increase to budget: \$5,000.
- F. BA20-66, FY 20 Fair Housing Assistance Program (EXO0003\_G) - Request to recognize receipt of a \$10,000 HUD grant to contract the Fair Housing Continuum to conduct housing discrimination testing. This helps the Human Relations team ensure that housing providers aren't using discriminatory practices when considering applicants. Net increase to budget: \$10,000.
- G. BA20-67, FY 20 COPS Hiring Program (OPD0095\_G) - Request to recognize the FY 20 COPS Hiring Program Grant. This grant will be used to help fund the addition of ten (10) new Police Officer positions. OPD will revive the Neighborhood Policing Unit (NPU) for its original purpose of community policing, specifically in high-crime areas around the city. NPU will work to reduce crime and build relationships with citizens as a squad of 10 officers working in pairs in different neighborhoods around the city. This was approved by City Council on July 20, 2020. Net increase to budget: \$1,250,000.

9. CAPITAL IMPROVEMENTS FUND (3001\_F)

- A. BA20-65, Orlando Urban Trail OUC Water Main Reimbursement (TSP0071\_P) - Recognize and appropriate reimbursement revenue from OUC for Design, Construction and Construction, Engineering and Inspection (CEI) services related to the Orlando Urban Trail Gap and Extension Grant. During the design phase of the Orlando Urban Trail, OUC identified a 100-year old water main within project limits. OUC requested to include replacement of the water main concurrently with the construction of the trail. A Service Authorization for OUC water main design has been issued \$44,900 and is underway. The Local Agency Program (LAP) Agreement identifies Local Funds for Construction \$698,743 and CEI \$44,571 included in the overall project cost. Net increase to budget: \$788,214

**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.

**10. GENERAL FUND (0001 F)**

- A. PR20-17, Engineering Administration (ENG0001\_C) – Request to add (1) Site Engineering Review Manager (NB117) and drop (1) Civil Engineer IV (S09) position. This is needed so that the position can provide additional support and direction to site engineers and right-of-way permit reviewers, and considers the relationships with outside entities this position is responsible for maintaining on behalf of the City. The additional cost of \$1,993 will be absorbed within the department’s existing budget.
- B. PR20-19, Police Investigations (OPI0001\_C) – Request to drop one (1) Police Sergeant (SGT) and add one (1) Police Lieutenant (PLT) in the Intelligence Unit. Recent events have demonstrated the need for a more managerial role rather than supervisory in overseeing the Intelligence Unit detectives. The additional cost of \$1,604 will be absorbed within the department’s existing budget.

*A motion to approve items 1A through 10B was made by Wes Powell. Heather Fagan seconded the motion and the vote carried to approve items 1A through 10B.*

**ADJOURN**

*The meeting was adjourned at 4:02 p.m.*



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Christopher McCullion  
Chief Financial Officer



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Jason Wojkiewicz  
Acting Recording Secretary