

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on March 15, 2005 was called to order by Mr. Richard Levey at 8:34 a.m.

MEMBERS PRESENT:

Richard Levey, Chief Administrative Officer
Mickey Miller, Chief Financial Officer, Finance Dept.
Deborah Girard, Director, Management, Budget & Accounting Dept
Jody Litchford, Deputy City Attorney, Legal Affairs for Dykes Everett, City Attorney
Jose Fernandez, Chief of Staff
Lee Brown, Human Resources Div. Manager, (non-voting technical advisor)

OTHERS PRESENT:

Mike Stieber, Budget Manager, Management, Budget & Accounting Dept.
Barbara Muzeni, Budget Analyst Sr. , Management, Budget & Accounting Dept.
Wes Powell, Assistant City Attorney, Legal Affairs
Robert Bowman, Chief, Fire Dept.
Armando Bevelacqua, District Chief, Fire Dept.
Tessie Lookhoff, Fiscal Manager, Fire Dept.
Worth Busbee, Fiscal Manager, Public Works Dept.
Linda Rhinesmith, Manager, Economic Development Dept.
Denny Scott, Parks Division Manager, Families, Parks & Recreation Dept.
Abe Jardaneh, Project Manager II, Public Works Dept.
Steve Wiedenbeck, Project Manager II, Public Works Dept.

NEW BUSINESS

GENERAL FUND

1. FIRE DEPARTMENT

A. BR05-185, Project No. 2563 – Rescue Operations - request transfer of funds to cover the purchase of maintenance equipment for Air Monitoring Devices, costing over \$1,000 per unit (Capital). Sufficient funding is available from the Supply Group of Project 2563 and Program 610 to cover this transfer request. Transfer of existing funding: \$3,990.

2. FINANCE DEPARTMENT

A. BR05-199 – Chief Financial Officer - to provide additional funding for the actuarially required City contribution to the Police Pension Fund. The actuarially required contribution for FY 2004/2005 has recently been determined to be \$12,761,867 versus a budget is \$11,118,645, resulting in a shortfall of \$1,643,222. A total of \$1.5 million will be transferred and the remaining \$143,122 will be absorbed in the Police Department budget. (It should also be noted that the actuarially required contribution to the Fire Pension Fund is short \$138,637. This amount will be absorbed within the Fire Department budget.) The \$1.5 million is the amount that was to be transferred to help close the CIP Fund gap. This \$1.5 million in funding will be set-aside in program 894 to apply toward the actuarial pension shortfall. If the Police Department is able to realize a budgetary savings at the end of the fiscal year, any remaining funding may be utilized for closing the CIP gap or another appropriate purpose. Transfer of existing funding: \$1,500,000.

OTHER FUNDS

3. JUSTICE FORFEITURE SHARING FUND

A. BA05-62, BR05-188, Project No. 6014 and Resolution – Special Services – to provide funding for the purchase of three crew cab pick-ups for the Airport Police Division of OPD. The Greater Orlando Aviation Authority (GOAA) will reimburse replacement costs and any operating expenses incurred. Net increase: \$102,294.

4. STORMWATER UTILITY FUND

A. BA05-65, BR05-196, Project No. 2393 and Resolution – Capital/Infrastructure – to allocate \$150,000 Joint Participation Agreement (JPA) revenue from the St. Johns River Water Management District for the Little Lake Fairview restoration project. The allocation will provide funds for additional design and project management services. The JPA agreement between the City and St. Johns River Water Management District was approved by the City Council on September 9, 2003. Net increase: \$150,000.

5. WASTEWATER FUNDS

A. BA05-63, BR05-192, Project No. 2824 and Resolution – Capital/Infrastructure – the Rockledge Road area sewer improvement project is located in the Dover Shores East Neighborhood. This area is currently on septic tanks. Some of the septic tanks in this area are failing and the City desires to design and construct a sanitary sewer collection system to replace the failing septic tanks. The collection system will serve a total of 190 residents. This appropriation will cover the costs associated with the design survey, geotechnical and soils investigations, design and management fees and other expenses related to the preparation of drawings and specifications to implement this project. Funds are available in the Wastewater Collection System Fund #468 and will be allocated to the project. Net increase: \$102,500.

6. INTERNAL LOAN FUND

A. BA05-64 and Resolution – Chief Financial Officer – to budget the debt service for the Capital Improvement Special Revenue Bonds, Series 2005A that were issued on February 25, 2005. This issue covers the FY 2003/2004 construction projects and the renovation of the Expo Center. CRA is responsible for the Expo Center loan charges. Net increase: \$542,402.

7. CENTROPLEX FUND

A. BR05-195 – Centroplex – due to a reorganization, in conjunction with the redesignation of the use of the Expo Centre, the Convention Sales and Booking Coordinator, S11, program 573, is being transferred to the Bob Carr, program 571. Effective 3/13/05. This employee books all the Bob Carr events. This transfer will facilitate the aligning of the job duties and salary cost with the Facility. This is a funded position, with no additional cost to the Centroplex Fund. Transfer of existing funding: \$38,600.

OLD BUSINESS

GENERAL FUND

8. FAMILIES, PARKS & RECREATION DEPARTMENT

A. PE04-58 – Parks – request to reclassify four Landscape Technician, D31, positions in program 736 to grade D41. Effective 2/27/05. This evaluation was in process prior to the implementation of the current freeze on reclassifications since the FY 2005/2006 budget process has begun. Additional cost for the remainder of the fiscal year: \$6,597. Additional cost for a full fiscal year: \$11,436. No budget transfer necessary due to existing vacancies within the Division. This item was deferred at the March 1, 2005 BRC meeting. Human Resources has informed us that this item can now be

reviewed.

It was moved by Mr. Miller, seconded by Mr. Fernandez and vote carried to approve items 1A through 8A, pending additional review of item 7A by the CAO/Interim Economic Development Director.

The meeting was adjourned by Mr. Levey at 8:38 a.m.

Deborah D. Girard, Director
Management, Budget and Accounting

Karen Smith, Recording Secretary