

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on April 12, 2005 was called to order by Mr. Richard Levey at 8:30 a.m.

MEMBERS PRESENT:

Richard Levey, Chief Administrative Officer
Kent Olson, Interim 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.
Linda Rhinesmith, Manager, Economic Development Dept.
Robert Cadle, Wastewater Division Manager, Public Works Dept.
Pat Dellacona, Administrative Coordinator, DDB, Economic Development Dept.
Cindy Mitchum, Business Manager, Centroplex, Economic Development Dept.
Paulette Edwards, Housing Manager, Housing Dept.

NEW BUSINESS

GENERAL FUND

1. EXECUTIVE OFFICES

- A. BA05-75, BR05-244, Project No. 3042 and Resolution – City Clerk – to provide funding for the special election to be held on May 3. The estimated cost is \$105,137 per the Supervisor of Elections. In addition, minimal **supplies** (\$1,500) and advertising (\$1,770) costs are necessary that are not included in that estimate. Net increase: \$108,407.

OTHER FUNDS

2. WASTEWATER FUNDS

- A. PE05-18, BR05-227 – Wastewater – request to add a Wastewater Asset Manager, 11, program **343**. Two positions will be deleted to offset this position: a Treatment Plant Shift Supervisor, S14, program 351 and a Treatment Plant Operator A, D61, program 353. This will result in a net savings of \$26,409 for a full fiscal year. Effective 4/10/2005. Funding for the position will be transferred from the programs containing the deleted positions to program **343**. Transfer of existing funding: \$34,503.

3. COMMUNITY REDEVELOPMENT AGENCY FUND

- A. BA05-72, BR05-235, Project No. 2551 and Resolution – CRA – request to budget the Community Redevelopment Agency contribution to the Parramore Central Stormwater Park for FY 2004/2005. Allocation was approved by the CRA on April 5, 2004. An additional \$500,000 will be contributed in FY 2005/2006. Net increase: \$500,000.

4. CIVIC FACILITIES AUTHORITY FUND
 - A. BR05-236 – Centroplex – request to transfer funds from savings in the Utilities group (based on new telephone system savings) to the Travel Group in the Citrus Bowl program, #593. Also reclassification of Tinker Field budget (program #595) to cover overdraft in supplies and cover additional expenditures through end of year. Transfer of existing funding: \$7,500. **ITEM PULLED**
5. TRANSPORTATION IMPACT FEE FUNDS
 - A. BA05-71, BR05-230, Project No. 4951099 and Resolution – City Planning – the single major roadway capacity improvement in the North Benefit Area of the City is the widening of Crystal Lake Drive. This project is designed as an arterial improvement that will improve access for persons living southeast of the City center to the Downtown and East Colonial Drive Activity Centers. The improvements for Crystal Lake are scheduled to commence with East-West Expressway improvements being completed by OOCEA. In order to secure the appropriate right-of-way for the project, \$600,000 is needed from Transportation Impact Fee funds to secure acquisition of the Tinker Bell Florist and other properties currently being negotiated by Real Estate Management. Net increase: \$600,000.
6. COMMUNITY DEVELOPMENT BLOCK GRANT FUND
 - A. BA05-73, BR05-242, Project Nos. 3186003, 3186004 and Resolution – Housing and Community Development – to recognize program income for the CDBG Housing Rehabilitation Program (\$73,837). Also, request a position reclassification (downgrade) in the CDBG Administration program #832. Request to reclassify an Administrative Assistant, grade S19, to Staff Assistant-Contract, S20. This results in a \$1,318 savings for the remainder of FY 04/05 and an annual savings of \$2,875 for FY 05/06. In addition, request that one Housing Rehabilitation Specialist II, grade S15, program 833, be amended from a permanent full time to a contract position. Position actions effective 4/10/05. Net increase: \$73,837. Transfer of existing funding: \$1,318. Total: \$75,155.

ITEM 4.A. WAS PULLED FROM THE AGENDA.

Technical and wording corrections were made to items 1A and 2A. Item 4A was discussed and pulled from the Agenda. After discussion of Items 3A and 6A, it was moved by Mr. Fernandez and seconded by Mr. Olson and vote carried to approve Items 1A through 6A.

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

Deborah D. Girard, Director
Management, Budget and Accounting

Susan Hancock, Recording Secretary