

## BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on May 10, 2005 was called to order by Mr. Byron Brooks at 8:30 a.m.

### MEMBERS PRESENT:

Byron Brooks, Interim Chief Administrative Officer  
Jose Fernandez, Chief of Staff  
Deborah Girard, Director, Management, Budget & Accounting Dept  
Kent Olson, Interim Chief Financial Officer, Finance Dept.  
Jody Litchford, Deputy City Attorney, Legal Affairs for Dykes Everett, City Attorney  
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  
Tim Welter, Fiscal Manager, Police Dept.  
Worth Busbee, Fiscal Manager, Public Works Dept.  
Chief Robert Bowman, Fire Dept.  
Tessie Lookhoff, Fiscal Manager, Fire Dept.  
Cedric Wallace, Facilities Fiscal Manager, General Admin. Dept.  
Linda Rhinesmith, Manager, Economic Development Dept.  
Charles Ramdatt, Trans. Eng. Division Manager, Public Works Dept.  
Mark Crain, Systems/Network Sr. Mgr., General Admin. Dept.

### NEW BUSINESS

#### GENERAL FUND

##### 1. GENERAL ADMINISTRATION DEPARTMENT

- A. Facilities Management – request the lateral reclassification of a vacant Carpenter III, D61, program 749 to a General Maintenance Technician, D61. Effective 5/8/05. Reclassifying a trade specific position to a mixed skill position will give the Division work assignment flexibility to meet building and maintenance repair needs. No additional costs and no budget transfer necessary.
- B. BA05-85, BR05-278 and Resolution – Technology Management (TM) – to provide funding from Wastewater for BellSouth Metro Ethernet services, to improve network connectivity between the Iron Bridge facility and City Hall. This includes installation and service for the remainder of the fiscal year. This circuit has been established to enable the requested communications and was an unbudgeted FY 2004/05 expense for TM. TM will budget for this expense for FY2005/06, as this circuit may enable future Metro Ethernet services for facilities other than Iron Bridge. Transfer of existing funding: \$8,872.

##### 2. POLICE DEPARTMENT

- A. BR05-269 – Administration – to transfer funding to cover unanticipated travel expenditures for Department personnel. Funding is available within the existing Department budget. Transfer of existing funding: \$12,200.
- B. BA05-84, BR05-276, Project No. 6041 and Resolution – Administration – to recognize revenue to fund the purchase of merchandise to restock the OPD Cop Shop. Net increase: \$15,146.

OTHER FUNDS

3. GAS TAX FUND

A. BA05-83, BR05-273, Project No. 2149 and Resolution – CIP/Infrastructure – to appropriate and budget FDOT grant funds associated with a reimbursable Local Agency Project (LAP) grant for the Conway Road project. The total cost of the right of way is estimated by the City's Real Estate Division and Office of Legal Affairs to be \$4.2 to \$4.6 million. The FDOT LAP agreement provides funds for right of way acquisition in the amount of \$4,686,826. Net increase: \$4,686,826.

4. CAPITAL IMPROVEMENT FUND

A. BA05-86, Project No. 4898 and Resolution – Transportation Engineering – to appropriate and budget funding to be received from a special assessment to property owners on N. Lake Adair Blvd. to fund the installation of decorative street light poles and fixtures on their block. Net increase: \$19,885.

5. 911 EMERGENCY PHONE SYSTEM FUND

A. BA05-82, BR05-272 and Resolution – Fire Support Services – to budget additional Emergency 911 funds received from Orange County. Funds will cover current overdraft and future costs for overtime in Communications due to vacant positions. Net increase: \$15,933.

6. STORMWATER UTILITY FUND

A. BR05-289, Project Nos. 2734, 2671 – Engineering Services – to transfer funding to enable Prime Construction Group to complete the construction of Phase I and to construct Phase II of a storm sewer system that will correct chronic flooding in the Southport neighborhood. The Southport neighborhood is located west of OIA in the old Navy Annex housing area. Transfer of existing funding: \$265,000.

After discussion of items 3A and 5A, 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. Brooks at 8:35 a.m.

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Deborah D. Girard, Director  
Management, Budget and Accounting

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Karen Smith, Recording Secretary