

## **BUDGET REVIEW COMMITTEE MINUTES**

The Budget Review Committee's meeting on August 2, 2005 was called to order by Mr. Byron Brooks at 8:30 a.m.

### **MEMBERS PRESENT:**

Byron Brooks, Interim Chief Administrative Officer  
Cheryl Henry, Chief of Staff  
Kent Olson, Interim Chief Financial Officer, Finance Dept.  
Jody Litchford, Deputy City Attorney, Legal Affairs for Dykes Everett, City Attorney  
Ray Elwell, Deputy Dir., Management, Budget & Accounting Dept. for Deborah Girard, Dir.  
Lee Brown, Human Resources Division Manager, (non-voting technical advisor)

### **OTHERS PRESENT:**

Mike Stieber, Budget Manager, Management, Budget & Accounting Dept.  
Barbara Muzeni, Budget Analyst Sr., Management, Budget & Accounting Dept.  
Jim Callahan, Budget Analyst II, Management, Budget & Accounting Dept.  
Tim Welter, Fiscal Manager, Police Dept.  
Alan Oyler, Director, Public Works Dept.  
Abe Jardaneh, Project Mgr. II, CIP/Infrastructure, Public Works Dept.  
Bob Rutter, Project Mgr. II, CIP/Infrastructure, Public Works Dept.  
Bob Cadle, Wastewater Division Manager, Public Works Dept.

### **NEW BUSINESS**

#### **GENERAL FUND**

##### **1. ECONOMIC DEVELOPMENT**

A. BA05-106, BR05-399, and Resolution – Code Enforcement – request to transfer funding from the CEB Lien Fund to the Code Enforcement program in the General Fund. This transfer is necessary to provide funding for lot mowing, demolitions and other abatements in the fourth quarter. Funding is currently deficient due to an unusual expenditure for demolition which occurred earlier this fiscal year and for which the City has not been reimbursed from the owner as of yet. A lien has been placed on the property. Net increase: \$30,000.

#### **OTHER FUNDS**

##### **2. WASTEWATER FUNDS**

A. BA05-104, BR05-396, Project No. 2598 and Resolution – Wastewater – this request will cover the contract administration, inspection, surveying and contractor costs associated with the construction of the pipeline extension to serve the Tarmac sand mine. The budget is based on a proposal from Woodard & Curran, the Water Conserv II Contract Operator, who will be administering the contract through its consultant, PB Water, and its construction contractors including Encore Construction Company, Ficquette Management and Control Systems Design, Inc. Funds for this request will come from the Wastewater General Construction Fund #455 and Orange County. Each will cover 50% of the costs. Net increase: \$1,103,307. Transfer of existing funding: \$1,103,307. Total: \$2,206,614.

- B. BR05-397, Project No. 2836 – CIP/Infrastructure – this request will cover the anticipated City share of the Joint Participation Agreement with the Orlando Utilities Commission for the Utility Valuation & Mgmt Study. Transfer of existing funding: \$197,718.
  - C. BR05-401, Project No. 2471 – CIP/Infrastructure – on June 27, 2005 the City Council approved a change order for Dubsdread Neighborhood Sewer Improvements project in the amount of \$ 350,000 plus 10% contingency. The purpose of the project is to construct a sanitary sewer collection system in order to serve two neighborhoods, along Edgewater Drive and Par Street that are presently on septic tanks. This change order will cover the cost of the additional piping, fittings and restoration. The change order also includes the cost of the additional drainage improvements, additional milling and pavement restoration, and changes due to unforeseen underground conditions. Additionally the transfer will provide funding for the increased Project and Construction Mgt costs. Transfer of existing funding: \$385,000.
  - D. BR05-405 – Wastewater – request to transfer an Industrial Automation Technician, S12, and related funding, from Iron Bridge (program 353) to the Industrial Automation Group (program 357). After reevaluation, it was determined that this position is better suited for the Industrial Automation Group. Effective 7/31/05. Transfer of existing funding: \$13,112.
  - E. BA05-110, BR05-408, Project No. 2122 and Resolution – CIP/Infrastructure – on June 27, 2005 the City Council awarded a construction contract to Danella Construction Inc, in the amount of \$15,565,572. This request will cover the remainder of the funds needed to construct the project. This project is Phase I of the Water Conserv I treatment plant decommission and wastewater diversion plan. The total funds will cover the cost of the construction of 2.9 miles of 42-inch diameter sanitary sewer forcemain and fittings. The pipe line-forcemain starts at Lift Station No. 249, located on State Road 50 east of Goldenrod Road, continues east along State Road 50 and terminates about a mile north of State Road 50 on Dean Road. The project includes two river crossings, 1,260 feet of 66" bore and jack steel casing and 1,725 feet of microtunneling 66" casing. This budget will include fees to cover project and construction management, soil and material testing and Professional Engineering services. This project will be funded via a low interest loan through the Florida Department of Environmental Protection State Revolving Fund Program. Net increase: \$3,746,500.
3. LOCAL LAW ENFORCEMENT BLOCK GRANT FUND
- A. BA05-105, BR05-398, Project No. 2737 and Resolution – Police Administrative Services – to recognize interest earned on the 2003 grant since inception through May 2005 (\$18,133). Also, to transfer funding from capital and project contingency to the supply group (\$71,000). Net increase: \$18,133. Transfer of existing funding: \$71,000. Total: \$89,133.
4. GAS TAX FUND
- A. BA05-107, BR05-402, Project No. 2766 and Resolution – Engineering Services – to budget revenue received for damages caused by the hurricane debris contractor to the R.O.W. during last years hurricane clean-up. Net increase: \$45,830.

5. FY 03/04 CONSTRUCTION FUND
  - A. BA05-109, BR05-406, Project No. 2705 and Resolution – Housing and Community Development – to budget the Payment in Lieu of Taxes revenue received from the Orlando Housing Authority (3 payments). These payments are to be returned to them for the Hope VI incentive program per prior agreement. Net increase: \$521,204.
6. LEU GARDENS FUND
  - A. BR05-407, Project No. 5004 – Leu Gardens – request to purchase a replacement digital camera, Nikon DX2, that has a resolution of 12 megapixels. Leu Gardens' present camera, an Olympus E-10, is four years old and only has resolution of four megapixels. Editors of magazines and newspapers require higher resolution to support articles written about the Gardens and historical house (on the National Register of Historic Places). Transfer of existing funding: \$6,000.

**Item 6A was pulled.**

It was moved by Mr. Olson and seconded by Mr. Elwell and voted carried to approve Items 1A through 5A.

The meeting was adjourned by Mr. Brooks at 8:32 a.m.

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Raymond Elwell, Deputy Director  
Management, Budget and Accounting Dept.

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Susan Hancock, Recording Secretary