

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on December 13, 2005 was called to order by Ms. Deborah Girard at 8:05 a.m.

MEMBERS PRESENT:

Deborah Girard, Director of Management, Budget & Accounting Dept.
Cheryl Henry, Chief of Staff
Jody Litchford, Deputy City Attorney, Legal Affairs for Dykes Everett, City Attorney
Rebecca Sutton, Chief Financial Officer
Lee Brown, Human Resources Div. Manager (non-voting technical advisor)

OTHERS PRESENT:

Ray Elwell, Deputy Director, Management, Budget & Accounting Dept.
Mike Stieber, Budget Manager, Management, Budget & Accounting Dept.
Worth Busbee, Fiscal Manager, Public Works Dept.
Linda Rhinesmith, Manager, Economic Development Dept.
Abe Jardaneh, Project Manager, CIP/Infrastructure, Public Works Dept.
Mike Carroll, Division Manager, Solid Waste, Public Works Dept.

NEW BUSINESS:

GENERAL FUND

1. ECONOMIC DEVELOPMENT DEPARTMENT

A. BR06-47 – Director- request to transfer funds approved in the FY 2005/2006 budget for Business Assistance from departmental contingency to an operating account line for utilization. As of 12/12/2005, funding has been allocated by the City Council from this account for Dandelion's Cafe (\$6,635) and Quantum Distributors (\$12,405). Remaining amount for future allocation is \$80,960. Transfer of existing funding: \$100,000.

2. EXECUTIVE OFFICES

A. Legal Affairs – request an annual salary increase for a Paralegal due to a written counteroffer. This position serves as the City's real estate Paralegal, which requires special knowledge of platting, planning, engineering and land use law. The position also requires the ability to interface with the City's Planning, Permitting, Engineering and Survey staffs. Effective 12/18/2005. This will result in an additional annual cost of \$9,262 including benefits. No budget transfer necessary as there are sufficient funds in the current year budget to absorb this increase.

3. POLICE DEPARTMENT

A. BA06-23, BR06-64 and Resolution – Administrative Services - request the recognition of the State issued Let's Eliminate Aggressive Driving (LEAD) grant. The effective date of this grant is 11/22/05. The funds from this grant will be used to purchase four police vehicles for OPD to use in the campaign to reduce aggressive driving. Net increase: \$148,406.

OTHER FUNDS

4. WASTEWATER FUNDS

A. BA06-21, BR06-45, Project No. 2778 and Resolution – CIP/Infrastructure – this request will cover the costs associated with constructing the Eastern Regional Reclaimed Water Distribution System (ERRWDS) Phase I Pumping and Storage

Facilities project. The construction will provide the pumping system and four million gallon ground storage tank necessary to provide reclaimed water from Iron Bridge through the ERRWDS transmission and distribution system to the plant non-potable water system, Seminole County, UCF, Baldwin Park, Orange County, the Conserv I reclaimed water service area, and other portions of east Orlando and Orange County. Funding of the costs will be through a grant from the US Environmental Protection Agency (\$3,024,200), Seminole County (\$2,599,960) and the City (\$3,899,940). Net increase: \$9,524,100.

- B. BA06-20, BR06-60, Project No. 2122 and Resolution – CIP/Infrastructure – on June 27, 2005 City Council awarded a construction contract to Danella Construction Inc, in the amount of \$ 15,565,572. This request will cover the 10 % authorized contingency. This project is Phase I of the Water Conserv I treatment plant decommission and wastewater diversion plan. The project consists of 2.9 miles of 42-inch diameter sanitary sewer forcemain and fittings. The project 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 project will receive a low interest loan through the Florida Department of Environmental Protection SRF Program. Net increase: \$1,556,557.

5. SOLID WASTE MANAGEMENT FUND

- A. BA06-22, BR06-65, Project No. 2787 and Resolution – Solid Waste – to allocate funding from retained earnings to purchase four replacement trucks due to increased vehicle costs. The four trucks are automated side loading vehicles that are replacing four rear loading refuse trucks currently in service. These trucks will service current routes that are in process of being switched to automated collection. Net increase: \$236,975.

After discussion of Item 1A, it was moved by Ms. Litchford, seconded by Ms. Sutton, and vote carried to approve Items 1A through 5A.

The meeting was adjourned by Ms. Girard at 8:12 a.m.

Deborah D. Girard, Director
Management, Budget and Accounting Dept.

Susan Hancock, Recording Secretary