

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on February 28, 2006 was called to order by Mr. Byron Brooks at 5:04 p.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer
Rebecca Sutton, 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:

Ray Elwell, Budget Division Manager, Finance Dept.
Mike Stieber, Budget Manager, Finance Dept.
Barbara Muzeni, Budget Analyst Senior, Finance Dept.
Chris McCullion, Budget Analyst III, Finance Dept.
James Varnado, Budget Analyst III, Finance Dept.
Worth Busbee, Fiscal Manager, Public Works Dept.
Sam Vennero, Parking Division Manager, Transportation Dept.
Frank Usina, Logistical/Cust. Svc. Mgr., Permitting Services, Economic Dev. Dept.
Linda Rhinesmith, Management, Economic Development Dept.
Charles Ramdatt, Transportation Engineering Div. Mgr., Transportation Dept.
Ben Gray, Transportation Administrator, Transportation Engineering, Transportation Dept.
Alan Oyler, Director, Public Works Dept.

NEW BUSINESS:

GENERAL FUND

1. ECONOMIC DEVELOPMENT DEPARTMENT

- A. BR06-167 – Director – request to fund an agreement with Shingle Creek Real Estate Advisory Company, L.L.C., to provide consulting services regarding various real estate issues, including, but not limited to strategy, market analysis, organizational structure and analysis, financing and financial analysis, and master development plans for the City's Downtown Community Facilities initiatives. The contract is for a 7-month period beginning March 1, 2006 and ending September 30, 2006 and can be renewed for two additional six-month extensions. The contractor will be paid a fee of \$250 per hour for actual time expended. Reimbursable expenses will be paid in accordance with City Policy 133.3, Reimbursable Expenses. It is estimated that expenditures will not exceed \$190,000 for FY 2005/2006. Transfer of funding from General Fund contingency: \$190,000.

OTHER FUNDS

2. PARKING FUNDS

- A. BA06-39, BR06-147, Project Nos. 2901, 2902 and Resolution – Parking – to provide funding for meter replacement on the street. This project was approved by City Council on 11/14/05 and the contract was awarded to MacKay Meters (\$347,508). Also, at the Administration Garage, large sections of the facade capping stones have deteriorated due to the penetration of moisture to the reinforcement rods. This has caused expansion and cracking of the stones. The situation needs to be addressed to prevent debris falling to the sidewalk below, causing a public safety hazard. It is the

intention to apply a waterproofing coating to the entire exterior structure and control the deterioration by sealing cracks, joints and failed water stops. The capping stones will also be encased in an aluminum enclosure from the second level to roof level (\$125,000). Funding for both projects will be provided by Parking R&R funds. Net increase: \$472,508.

3. WASTEWATER FUNDS

A. BA06-41, BR06-150, Project No. 2896 and Resolution – CIP/Infrastructure – in 2002, the City annexed three neighborhoods, which included Albert Shores and Lake Holden Terrace. In accordance with the Annexation Agreements, the City agreed to perform sanitary sewer studies and related engineering design for these areas. In addition, the City agreed to evaluate possible storm water improvements. On May 17, 2004 the City Council approved an agreement to study and design the said sewer improvements in these areas. As the designated service provider for the said neighborhood, the City wishes to move forward and complete the design of the sanitary sewer collection system and make it readily available for construction in order to replace failing septic tanks. This appropriation is to cover the final design fees and construction engineering services, as well as management and permitting fees for the Albert Shores and Lake Holden Terrace neighborhoods. Net increase: \$587,500.

B. BA06-42, BR06-156, Project No. 2891 and Resolution – CIP/Infrastructure – the Hardy Ave. sewer improvement project is located in the Colonialtown Neighborhood. This area is currently on septic tanks. Some of the septic tanks are failing and the City desires to design and construct a sanitary sewer collection system to replace the septic tanks. This appropriation will cover the costs associated with the design survey, geotechnical investigation, 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. Net increase: \$300,000.

4. CAPITAL IMPROVEMENT PROGRAM FUND

A. BA06-43, BR06-146, Project Nos. 2883, 4138 and Resolution – Public Works Director – the fences on the perimeter of City drainage easements in the Dover Circle neighborhood have deteriorated. The requested funding will replace and repair the fences. The City has responsibility for the maintenance of the drainage easements and the fences provide privacy and protection for the residents adjacent to the drainage facilities. Transfer of existing funding: \$18,000.

5. STORMWATER UTILITY FUND

A. BA06-45, BR06-161, Project Nos. 2393, 2858, 4140 and Resolution – CIP/Infrastructure – the City of Orlando was awarded a \$700,000 State grant for the Little Lake Fairview Stormwater Retrofit project (#2393). The funding is to be used for design and construction. City Council approved execution of the grant at the November 14, 2005 meeting. Agreements have since been signed and executed by both parties. At the December 6, 2005 BRC meeting, funding was advanced to the Little Lake Fairview project from projects #4140 (Lucerne/Davis Interconnection \$600,000) and #2858 (Orange/New Hampshire Drainage \$200,000). The grant funding being budgeted here will partially reimburse those projects (Lucerne/Davis Interconnection \$600,000, Orange/New Hampshire Drainage \$100,000). Net increase: \$700,000.

- B. BA06-44, BR06-162, Project No. 2568 and Resolution – CIP/Infrastructure – the City was awarded a \$860,000 State grant for the Parramore Central Pond project. The funding is to be used for construction. Council approved execution of the grant at the November 14, 2005 meeting. Agreements have since been signed and executed by both parties. Net increase: \$860,000.

After discussion of Item 4A, it was moved by Ms. Litchford, seconded by Ms. Sutton, and vote carried to approve Items 1A through 5B.

The meeting was adjourned by Mr. Brooks at 5:07 p.m.

Rebecca Sutton, Chief Financial Officer

Susan Hancock, Recording Secretary