

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on February 7, 2006 was called to order by Mr. Byron Brooks at 8:35 a.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer
Rebecca Sutton, Chief Financial Officer, Finance Dept.
Cheryl Henry, Chief of Staff
Dykes Everett, City Attorney

OTHERS PRESENT:

Deborah Girard, Deputy Chief Administrative Officer
Ray Elwell, Budget Division Manager, Finance Dept.
Wes Powell, Assistant City Attorney, Legal Affairs
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.
Bob Rutter, Project Manager, CIP/Infrastructure, Public Works Dept.
Steve Wiedenbeck, Project Manager, CIP/Infrastructure, Public Works Dept.
Abe Jardaneh, Project Manager, CIP/Infrastructure, Public Works Dept.
Worth Busbee, Fiscal Manager, Public Works Dept.
Tim Welter, Fiscal Manager, Police Dept.
Linda Rhinesmith, Manager, Economic Development Dept.
Marsha George, Deputy Director Economic Development Dept.
Susan Harris, Assistant to Director, Executive Offices
Pat Dellacona, DDB Administrative Coordinator, Economic Development Dept.

NEW BUSINESS:

GENERAL FUND

1. EXECUTIVE OFFICES

A. BR06-101 - Communications – the City previously agreed to pay 50% of the costs of producing a strategic and business plan for the Orlando Science Center. These funds were budgeted in FY 04/05. At the close of FY 04/05, the City still owed the Science Center \$16,187.50 for this plan. This remaining balance was not carried forward to FY 05/06. It is being requested to transfer funding from the Communications budget to cover the balance. Transfer of existing funding: \$16,200.

2. POLICE DEPARTMENT

A. BA06-34, BR06-127, Project No. 2752 and Resolution – Special Services – request to recognize unclaimed funds in the Police Lost and Found account and allocate them to various expenditure groups for OPD staff to attend three Police memorials during the fiscal year. Net increase: \$12,000.

OTHER FUNDS

3. STORMWATER UTILITY FUND

A. BR06-110, Project Nos. 2393, 2568 – CIP/Infrastructure – the Little Lake Fairview Restoration/Dubsdread Golf Course Renovation project (#2393) is in final design. The

design, permitting and bidding schedule is critical in order to start construction in March 2007. Budget resources for this project from FDOT, State Grants and excess land lot sales will not be finalized until the second quarter of FY 2005/2006 at the earliest. As a result, funding is requested to be advanced from the Parramore Central Pond project (#2568). The indicated revenue sources will then reimburse project 2568 as they become available. This transfer will not affect the remaining construction schedule for project 2568. Transfer of existing funding: \$305,000.

- B. BA06-31, BR06-112, Project No. 4122 and Resolution - Wastewater – request to transfer Wastewater funding to supplement Project # 4122, Harvard Street Drainage Improvement, to accommodate installing cleanouts and connecting laterals to a new sanitary sewer line that was installed in conjunction with storm sewer improvements. Transfer of existing funding: \$8,530.

4. COMMUNITY REDEVELOPMENT AGENCY FUND

- A. BR06-125, Project No. 2899 - CRA – on February 9, 2004, the CRA approved up to \$100,000 toward construction of the Hughey Avenue streetscape project between Central Blvd. and West Washington St., associated with the Federal Courthouse project. Request funding be transferred to cover that commitment. Transfer of existing funding: \$100,000.

5. WASTEWATER FUNDS

- A. BA06-30, BR06-109 and Resolution - Wastewater – this request will provide funding from Retained Earnings for replacement of the roof on the Operations Building at the Water Conserv I facility. The roof has several leaks in various seams and other locations. The roof has been patched several times, however the leaks persist. The current roof is the original roof and is more than twenty (20) years old. Net increase: \$70,000.
- B. BA06-32, BR06-89, Project No. 2892 and Resolution - Wastewater – last year, the Wastewater Division spent in excess of \$800,000 for land application of wastewater sludge generated at the Iron Bridge and Water Conserv II facilities. Costs are expected to double due to competition for rapidly diminishing land application sites, increased fuel costs and site permitting fees. Land application is being phased out throughout Central Florida due to residential encroachment into previously agricultural areas. Accordingly, the Wastewater Division, working with a consultant, identified and developed preliminary cost estimates for options intended to replace the current land application program. Super Critical Water Oxidation (SCWO) is a proven approach to oxidize organic matter contained in an aqueous mixture. The technology has been successfully applied to the destruction of hazardous waste and military ordnance worldwide. Although highly applicable to the oxidation of organics contained in wastewater sludge, the technology has not been utilized within the wastewater industry beyond laboratory bench testing and small-scale projects. Given the significant potential for capital and operational cost savings, the Wastewater Division has committed to a SCWO demonstration project to select and test auxiliary support equipment required to adapt SCWO to a large-scale wastewater application. SCWO oxidizes organics by subjecting them to high temperature and high pressure in an enclosed vessel. The resultant products of this process are carbon dioxide, water and small amounts of inert substances. To maximize the potential to successfully apply SCWO technology to a wastewater application, the Wastewater Division, through their consultant, has secured the services of Michael Modell, PhD. Mr. Modell is one of the original patent holders for SCWO. The outside consultant, internal Wastewater Project Consultant, and numerous other staff members will support Mr. Modell. Once testing is complete, the demonstration unit will become one of five SCWO Units required to

process all of the sludge generated at the Iron Bridge and Water Conserv II facilities. Funding will be provided by Wastewater Revenue Fund Retained Earnings. Net increase: \$1,653,000.

- C. BA06-33, BR06-123, Project No. 2895 and Resolution – CIP/Infrastructure – sealed bids were received and opened on January 10, 2006 for the Fairview Shores Sanitary Sewer Improvement project. 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 to replace failing septic tanks. This project consists of providing all labor, material and equipment necessary to construct a complete sewer collection system, including a lift station and two force mains, as well as constructing storm sewer and drainage improvements. Also, this request will cover geotechnical and material testing fees, project management and construction inspection fees. The contract award to Cathcart Contracting Company is on the agenda for the February 13, 2006 City Council meeting. Funding for this project will be provided via a low interest loan through the Florida Department of Environmental Protection SRF Program. Net increase: \$5,071,246.
- 6. COMMUNITY DEVELOPMENT BLOCK GRANT FUND
 - A. BR06-119, Various Project Nos. – Housing and Community Development – request to budget the 2005/2006 Community Development Block Grant award project allocations. Transfer of existing funding: \$1,624,324.
- 7. HOME GRANT FUND
 - A. BR06-118, Various Project Nos. – Housing and Community Development – request to budget the 2005/2006 HOME Grant award project allocations. Transfer of existing funding: \$1,300,975.

After discussion of Item 3A, it was moved by Ms. Sutton, seconded by Ms. Henry and vote carried to approve Items 1A through 7A.

The meeting was adjourned by Mr. Brooks at 8:42 a.m.

Rebecca Sutton, Chief Financial Officer

Susan Hancock, Recording Secretary