

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on March 21, 2006 was called to order by Mr. Byron Brooks at 8:33 a.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer
Cheryl Henry, Chief of Staff
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/Acting Controller, Finance Dept.
Mike Stieber, Budget Manager, Finance Dept.
Chris McCullion, Budget Analyst III, Finance Dept.
James Varnado, Budget Analyst III, Finance Dept.
Worth Busbee, Fiscal Manager, Public Works
Cindy Mitchum, Business Manager, Centroplex
Bob Rutter, Project Mgr., CIP/Infrastructure, Public Works
Chief Robert Bowman, Fire Dept.
Deputy Chief Jim Reynolds, Fire Dept.
Tessie Lookhoff, Fiscal Manager, Fire Dept.
Rodney Williams, Division Mgr., Recreation, Families, Parks and Recreation Dept.
Julie Graff, Area Manager, Recreation, Families, Parks and Recreation Dept.
Linda Rhinesmith, Manager, Economic Development Dept.
Ben Gray, Administrator, Transportation Engineering, Transportation Dept.
Tom Connery, Division Mgr., CIP/Infrastructure, Public Works
SamVennero, Division Mgr., Parking, Transportation Dept.

NEW BUSINESS:

GENERAL FUND

1. FIRE DEPARTMENT

- A. BR06-181 – Rescue Operations – request to transfer funds from Contractual Services to Travel and Training to cover the costs of HazMat team classes with intensive hand-on activities. Recent changes in class locations, along with new training classes being offered will result in additional costs for the HazMat trainees. These classes will enable the HazMat Towers and HazMat Unit to work in simulated environments for team functional deployment. Sufficient funding is available in Contractual Services to cover this transfer request. Transfer of existing funding: \$15,000.
- B. Rescue Operations – request to add eight additional Firefighter positions to seven existing vacancies within the Department in order to staff Tower 8 in the southeast section of the City. Five positions will be added to program 611 and three positions will be added to program 613. Effective 3/26/06. There is no budget transfer necessary for the current fiscal year. Sufficient funding for the eight positions is available due to vacancy savings.

- C. BA06-56, BR06-193 and Resolution – Rescue Operations – request to budget funds to cover the purchase of a replacement laptop computer for the Community Outreach Program. Funding will be provided by a Wal-Mart donation to OFD. Net increase: \$1,710.

OTHER FUNDS

2. SOLID WASTE FUND

- A. BA06-50, BR06-180, Project No. 2787 and Resolution – Solid Waste – request an allocation of Retained Earnings to provide additional funding to purchase three replacement trucks. This funding will supplement previously collected replacement funds. (Replacement vehicles will cost \$450,627. A total of \$231,059 has been collected to date.) The three trucks will be upgraded claw trucks, replacing the old claw truck collection vehicles currently in service. The new trucks will be a heavier duty class and the Division will request that the Peterson Loader body be standardized. These trucks will service current routes for both commercial and residential customers to include bulk, yard waste and emergency debris cleanup collection City-wide. Net increase: \$219,568.

3. CAPITAL IMPROVEMENT FUND

- A. BA06-51, BR06-182, Project No. 2837 and Resolution – Economic Development Director – a final invoice has been received from OUC for the Lake Shore Drive Underground Utilities Project. Prior to making payment, the appropriate budget must be established. The additional revenue that was received from the Lake Shore Drive residents, above the original amount budgeted, will be recognized. This will be accomplished via a Fund Balance allocation as the revenue was received in FY 04/05. (\$104,976 was budgeted and approved by the BRC on 5/24/05. Actual receipts were \$136,784.) Net increase: \$31,808.

4. WASTEWATER FUNDS

- A. BA06-52, BR06-176, Project No. 2733 and Resolution – CIP/Infrastructure – this request will cover the costs associated with constructing the Iron Bridge Water Reclamation Facility Bardenpho Improvements. The construction contract will consist of modifications to the two existing two million gallon flow equalization tanks; modifications to the four existing grit units including new gates and drop boxes; installation of new baffle walls, mixers, internal recycle pumps, fine bubble diffused aeration and coarse bubble diffused aeration in the four existing biological treatment trains; installation of four centrifugal blowers with a blower building; replacing the clarifier suction tube withdrawal system with spiral scraper mechanisms in seven of the existing clarifiers; installation of new return and waste activated sludge pumps; installation of three submersible pumps in an existing in-plant lift station, yard piping, and all necessary electrical power systems and instrumentation systems to provide a complete, functioning system. The NE Entities, who are partners in the Iron Bridge plant, will cover approximately \$11.8 million of the costs associated with construction of this project. The remainder of the funding will be provided from City Wastewater funds (\$13.2 million). Net increase: \$20,429,888. Transfer of existing funding: \$4,561,860. Total: \$24,991,748.
- B. BA06-54, BR06-186, Project No. 2538 and Resolution – CIP/Infrastructure – the results of a study regarding the emergency power distribution system at the Iron Bridge Regional Water Reclamation Facility indicated that the system was

experiencing numerous failures and the existing cable had been damaged in several locations and needed to be replaced. The study also determined that the current configuration of the existing electrical power distribution system was inadequate to provide emergency power to all existing and proposed process areas at the facility. This request will cover the costs associated with the construction contract award to ERMCO of Florida for Project B, our Wastewater consultants estimated cost to construct Project A, which is currently out for bid, as well as the Public Works Director's authorized construction contingency (10%) associated with construction contracts. Construction improvements associated with Project A include modifications to existing buildings, removal of the existing generators and other existing electrical equipment, installation of new emergency generators, electrical switchgear and other electrical equipment and other facilities to receive new emergency generators and switchgear. Construction improvements associated with Project B include the plant-wide replacement of the existing electrical power distribution system with a new dual feed electrical power distribution system, maintenance of a temporary emergency generator system should the existing primary power system fail during the construction period, connections to the new emergency power system provided through Project A, as well as other equipment and appurtenances. \$1,512,587 will be reimbursed by the Northerly Entities as their share in the capital improvements projects at Iron Bridge. The remainder of the funding will be provided from City Wastewater funds (\$1,619,063). Net increase: \$2,231,650. Transfer of existing funding: \$900,000. Total: \$3,131,650.

5. PARKING FUNDS

A. BA06-53, BR06-184, Project No. 2902 and Resolution – Parking – request to provide funding for TEI Engineers and Planners and their sub-consultant Walker Parking Consultants for the review and modification to the Parking Zoning Ordinances, City Code Chapters 61 and 62. As part of their services, the consultants will review our current parking ordinances and prepare a working paper to discuss the strengths and weaknesses, meet with staff on the development of a draft ordinance; conduct charettes with the general public, developers, zoning board members and staff to present the proposed approach and solicit public input and comments on the draft ordinance, and revise a "Final Draft" of the ordinance. In the second phase the consultant, if necessary, will attend the public hearing process of adopting the revisions. The consultants will perform this service for a not to exceed fee of \$41,800 and reimbursable expenses not to exceed \$5,900. Approval of these consultant services is included on the 3/20/06 City Council agenda. Also, on 2/28/06, the BRC approved \$125,000 for Administration Garage rehab as large sections of the facade capping stones have been deteriorated by the penetration of moisture and water to the reinforcement rods. This has caused expansion, and cracking of the stones. The low bidder chosen for the project pulled out requiring another bid to be chosen. The next bid was \$30,000 more than the lowest bidder and additional funding is being requested. The City will be reimbursed by Orange County and the First Presbyterian Church as part of the pro-rata share of parking spaces. Transfer of existing funding: \$47,700. Net increase: \$30,000. Total: \$77,700.

6. FY 2003/2004 CONSTRUCTION FUND

A. BR06-191, Various Project Nos. – Public Works Director – as part of the 2003/2004 Capital Improvement Bond Initiative, a total of \$1.8 million was approved for HOPE VI Development Incentives. \$1.6 million of this funding remains unspent. Bond financing

must be utilized within a specified time frame. It is the City's desire to provide additional time to complete the HOPE VI project. Therefore, a funding exchange is being requested. Capital Improvement Fund (CIP) funding will be allocated toward the HOPE VI initiative. In return, the bond financing allocated to HOPE VI will be transferred to a CIP project (Baldwin Parks) so that the funding can be utilized within the designated time frame. This will allow both projects to maintain their previously approved funding levels, while allowing the bond financing spending requirements to be met and allotting additional time for HOPE VI. Transfer of existing funding: \$1,600,000.

- B. BR06-192, Project Nos. 2703, 2905 – Recreation – there are projects in four Area III centers and recreation sites that need to be completed. The projects include L. Claudia Allen Senior Center parking lot, lighting and site improvements (\$21,000); Engelwood Neighborhood Center scoreboards, tables and chairs (\$21,500); Reeves Terrace Recreation Site sign, alarm and facility improvements (\$15,000) and Colonialtown Neighborhood Center alarm (\$5,000). Request the transfer of available funds to a new Area III Improvements project to accomplish the necessary work/purchases. Transfer of existing funding: \$62,500.

7. LEU GARDENS FUND

- A. BR06-187, Various Project Nos. – Leu Gardens – request to transfer available funding from other Leu Garden's projects to the Reforestation project to pay for the removal of pine trees at the Gardens. Transfer of existing funding: \$26,821.

After discussion of Items 3A and 6A, it was moved by Ms. Sutton, seconded by Ms. Litchford and vote carried to approve Items 1A through 7A.

The meeting was adjourned at 8:35 a.m.

Rebecca Sutton, Chief Financial Officer

Susan Hancock, Recording Secretary