

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on March 6, 2007 was called to order by Mr. Byron Brooks at 8:32 a.m.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer, Executive Offices
Rebecca W. Sutton, Chief Financial Officer, Finance Department
Jody Litchford, Deputy City Attorney, Legal Affairs
Cheryl Henry, Chief of Staff to Mayor

OTHERS PRESENT:

Raymond M. Elwell, Deputy Chief Financial Officer
Michael Stieber, Budget Manager, Management & Budget Division
Lee Brown, Human Resources Division Manager
James Varnado, Budget Analyst III
Brian Battles, Budget Analyst II
Charles Ramdatt, Transportation Engineering Division Manager
Tim Welter, Department Fiscal Manager, Police Administration
Chuck Miller, Wastewater Technical Support Manager, Public Works
Susan Harris, Assistant to Director, Executive Offices

NEW BUSINESS:

GENERAL FUND

1 EXECUTIVE OFFICES

A. BR07-149 – Neighborhood & Community Affairs – for the past four fiscal years, the City has not increased its funding to the human service agencies funded through the Citizen Review Panel (CRP) process. During the same period, the City has experienced population growth, with more demands placed on the human service organizations. After discussion with the Office of the Mayor, it was decided to provide additional funding for human service organizations funded through the CRP process. There are 17 organizations that did not receive full funding of their FY 06/07 request. On February 4, the City of Orlando CRP volunteers voted to fund 43.88% of the unfunded balance for each of the 17. Transfer of funding from contingency: \$165,677.

2. GENERAL ADMINISTRATION DEPARTMENT

A. BA07-60, BR07-161 and Resolution – Human Resources – request to budget the \$3,000 donation received from the McNamara family to be used for the McNamara Employee of the Year Awards for fiscal year 2006/07. This was inadvertently omitted during the budget development process. Net increase: \$3,000.

OTHER FUNDS

3. WASTEWATER FUNDS

A. PE07-79 – Wastewater Process/Operations – request to delete a Welder III, L05, and a Mechanic Supervisor, S14, and add a Lift Station Manager, NB113. All positions in program 354. Effective 3/11/07. This action will allow the Program to have an effective structure in place prior to the start of the hurricane season and will result in a

- salary savings. No budget transfer necessary.
- B. Wastewater Process/Operations – request to delete a Utility Service Worker II, L03, program 353, and add a Maintenance Worker, L01. Effective 3/11/07. This action will allow for the hiring of the staff necessary for efficient operation and maintenance of the Iron Bridge facility. No budget transfer necessary.
4. RISK MANAGEMENT FUND
- A. Human Resources – request to add a Safety Specialist, S13, program 220. Effective 3/11/07. The position will be physically located at the Wastewater Division. It will be dedicated to the development and support of critical safety functions for the Division. No budget transfer necessary as funding is available within current Fund salary and benefits budget.
5. COMMUNITY DEVELOPMENT BLOCK GRANT
- A. BR07-167, Various Project Nos.– Housing – request to transfer funding to two new projects that will support Orlando Housing Authority – Multi-Family Rehabilitation. The projects will involve the rehabilitation of 366 public housing units owned by the Orlando Housing Authority. The rehabilitation will improve the safety of the units with installation of roofs and storm doors at Murchinson Terrace and Reeves Terrace. Transfer of existing funding: \$750,000.

OLD BUSINESS:

GENERAL FUND

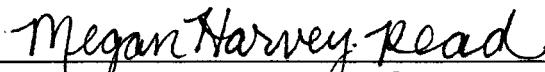
6. POLICE DEPARTMENT
- A. BA07-48, BR07-117 and Resolution – Investigative Services – request to recognize unclaimed funds in the Police Lost and Found account to provide funding for the OPD Police Memorial Project. The funding will be used for expenses incurred while attending three memorials held for police every year. The locations are the City/County in Orlando, Tallahassee, FL and Washington DC. The funding will cover the OPD Honor Guard, motor units and the Officers coordinating the events. Net increase: \$13,500.

After discussion regarding Items 3-A and 3-B, a motion to approve Items 1 through 6 as written above was made by Ms. Sutton. Ms. Henry seconded the motion and vote carried to approve Items 1 through 6 as written above.

The meeting was adjourned at 8:34 a.m.



Rebecca W. Sutton, Chief Financial Officer



Megan Harvey-Read, Recording Secretary