

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on July 11, 2006 was called to order by Mr. Byron Brooks at 8:34AM.

MEMBERS PRESENT:

Byron Brooks, Chief Administrative Officer, Executive Offices
Rebecca Sutton, Chief Financial Officer, Finance Department
Jody Litchford, Interim City Attorney, Legal Affairs
Cheryl Henry, Chief of Staff to Mayor, Executive Offices
Lee Brown, Human Resources Division Manager, GAD (non-voting technical advisor)

OTHERS PRESENT:

Ray Elwell, Budget Division Manager/Acting Controller, Finance Department
Mike Stieber, Budget Manager, Finance Department
Barbara Muzeni, Budget Analyst Sr., Finance Department
James Varnado, Budget Analyst III, Finance Department
Mark Medler, Budget Analyst II, Finance Department
Bob Rutter, Project Manager II, Public Works Department
Worth Busbee, Public Works Fiscal Manager, Public Works Department
Robert Bowman, Fire Chief, Fire Department
Tessie Lookhoff, Fire Fiscal Manager, Fire Department

NEW BUSINESS:

GENERAL FUND

1. FIRE DEPARTMENT

A. BA06-103, BR06-349 and Resolution – Rescue Operations – request to budget funds received from the State of Florida Department of Financial Services, for mutual aid reimbursement of overtime stemming from assistance given in the aftermath of Hurricane Wilma. Net increase: \$56,664.

OTHER FUNDS

2. WASTEWATER FUNDS

A. BA06-98, BR06-338, Project Nos. 2348, 2733 and Resolution – CIP/Infrastructure – this request will cover the costs associated with staffing additional construction services at Iron Bridge for construction of the Bardenpho process improvements as well as other projects. This request is based on a proposal from Boyle Engineering Corporation for 24 months of adjunct construction services staffing and additional engineering services on an as needed basis at the Iron Bridge Water Reclamation Facility. This request will assure that adequate construction and engineering staffing is available to the City through the 24-month period. The City's construction and project manager will determine the need for these services, in consultation with the Wastewater Division Manager, as the projects proceed through final completion. Project #2348 provides the design and engineering services for all of the Iron Bridge improvement projects. Approximately 48% of the costs are to be reimbursed under the Northerly Entities agreements. Net increase: \$721,800. Transfer of existing funding: \$175,000. Total: \$896,800.

B. BA06-100, BR06-342, Project Nos. 2880, 2907 and Resolution – CIP/Infrastructure – request a transfer from Wastewater R& R Fund Retained Earnings to establish the

Wastewater Turnpike Relocation Project #2907 (\$31,000). This will provide funding for the initial survey, project management and design services. It is necessary to relocate the pipes due to on-going Turnpike construction. This request will also provide added Internal Service funds for the Wastewater I-4/ 408 Relocation Project #2880 (\$10,000). This is due to added scope of work and change orders. Net increase: \$41,000.

- C. BA06-102, BR06-347, Project No. 2846 and Resolution – Wastewater – this request will provide additional funding for the Conserv II improvements project. Funding will cover the costs of professional and internal services necessary to accomplish work related to the Super Critical Water Oxidation Process demonstration project; the modification of previous master planning for Conserv II due to the results of the City and OUC Project RENEW; structural analyses of potential building modifications for housing the new electrical equipment needed to handle upgrading of the electrical power supply system; investigations and hydraulic evaluations of existing and future local area reclaimed water demands; reviews and construction services for Conserv II facilities designed by others. The basis for the additional requested professional services budget is a proposal from Boyle Engineering Corporation. Funding is available from Retained Earnings in Fund 455 - Wastewater General Construction Fund. Net increase: \$1,367,352.

OLD BUSINESS:

OTHER FUNDS

3. WASTEWATER FUNDS

- A. BA06-69, BR06-253 and Resolution – Wastewater – the Wastewater Division's current computerized maintenance management system (CMMS) software, HiperPM, has been declared obsolete by the manufacturer and they will no longer support the system. In addition, HiperPM is difficult to use, requires multiple databases, is inflexible and provides no useful reports. Accordingly, a Request for Proposal was issued for potential replacement CMMS software packages for HiperPM. Based on their evaluation, the selection committee recommended the purchase of the Maintenance Connection, Inc. software. This request includes the costs associated with the software, as well as additional server hardware and software, software maintenance and licensing support and training. Net increase: \$150,000.

After discussion of items 2B and 2C it was moved by Ms. Sutton, seconded by Ms. Litchford and vote carried to approve Items 1A through 3A.

The meeting was adjourned at 8:37AM.

Rebecca Sutton, Chief Financial Officer

Yelitza Azua, Recording Secretary