

BUDGET REVIEW COMMITTEE MINUTES

The Budget Review Committee's meeting on May 8, 2007 was called to order by Mr. Byron Brooks at 9:04 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

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
Mark Medlar, Budget Analyst II
Benjamin Wilson, Budget Analyst I
Charles Ramdatt, Transportation Engineering Division Manager
Denise Aldridge, Fiscal Manager, Families, Parks & Recreation
Worth Busbee, Fiscal Manager, Capital Improvements/Infrastructure
Bob Rutter, Project Manager II, Capital Improvements/Infrastructure
Lisa Early, Director of Families, Parks and Recreation
Jeff Arms, Transportation CIP Manager
Roger Neiswender, Director of Transportation
Dennis Scott, Parks Division Manager

NEW BUSINESS:

OTHER FUNDS

1. WASTEWATER FUNDS

- A. BR07-236, Project Nos. 2975, 2891 – CIP/Infrastructure – request to transfer available funding within the Silver Star Road Forcemain project to the Hardy Avenue Sewer project to provide for internal services related to the construction inspection phase (\$8,500). Also, to realign existing budget within the Hardy Avenue project for the same purpose (\$4,000). Transfer of existing funding: \$12,500.
- B. BR07-235, Project Nos. 2778, 6214 – Wastewater – request to provide funding for general wastewater consulting services by Tetra Tech. Tetra Tech has considerable expertise in utility system planning, design and operations, including wastewater treatment, collection and reclaimed water systems. Expertise offered by this consultant is currently not available through City staff and it is not economical to staff a position to fill this occasional need. Transfer of existing funding: \$50,000.

2. LOCAL HOUSING ASSISTANCE TRUST (SHIP) FUND
 - A. BA07-80, BR07-234, Project No. 1284006 and Resolution – Housing & Community Development – request to allocate FY2006/2007 State Housing Initiatives Partnership funding for a pending agreement with Atlantic Housing Group, LLLP. The funding will be used to reimburse Atlantic Housing for school impact fees paid on the construction of 162 rental units. Transfer of existing funding: \$200,000.
3. CAPITAL IMPROVEMENT FUND
 - A. **DELETED.**
4. HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) FUND
 - A. BR07-250, Project No.1264006 – Housing & Community Development – request to provide additional funding for The Center for Multicultural Wellness & Prevention, Inc. to supplement funds previously approved in September 2006. Funds will be used to provide continued supportive services in Lake County. Transfer of existing funding: \$42,800.
 - B. BR07-251, Project No.1262006 – Housing & Community Development – request to provide additional funding for N.E.E.D., Inc. to supplement funds previously approved in September 2006. Funds will be used to provide additional short-term rent, mortgage and utility services due to an increase in clients. Transfer of existing funding: \$32,100.
5. HURRICANE HOUSING RECOVERY GRANT FUND
 - A. BR07-249, Project Nos.1271005, 1270005 – Housing & Community Development – request to provide funding to the Grand Avenue Economic Development Corporation to rehabilitate the Maxwell Terrace Apartments. The project consists of 274 single room occupancy units for low and very low-income individuals. The work will consist of the rehabilitation of the aging property by re-piping, painting, improving the exterior railings and stairs, installing new carpet, tiling, installing awnings, repair and/or replacement of air conditioning units, new windows, new window coverings, and the installation of doors and locks in selected units. Transfer of existing funding: \$289,508.
6. TRANSPORTATION IMPACT FEE FUNDS
 - A. BA07-82, BR07-253, Project No. 2996 and Resolution – Transportation Engineering – request to provide funding from Southwest Transportation Impact Fee Fund Balance for the Raleigh Street at Kirkman turn lane improvements project design. Currently, there are excessive levels of delay for westbound Raleigh Street traffic, approaching the intersection with Kirkman Road. Additional storage for the turn lanes and possibly a second westbound left turn lane are needed in order to increase the capacity, meet traffic demands, and reduce delays at the intersection. Net increase: \$28,250.
 - B. BA07-83, BR07-254, Project No. 2997 and Resolution – Transportation Engineering – request to provide funding from Southwest Transportation Impact Fee Fund Balance for the International Drive at Universal Blvd. left turn lane addition project design. Currently, there are excessive levels of delays and queues for eastbound traffic on International Drive turning left onto Universal Boulevard. A second eastbound left turn lane will provide additional storage and capacity for the movement. The improvement is needed to meet traffic demands and reduce the delays at the intersection. Net increase: \$42,400.

ADD ONS:

OTHER FUNDS

7. CAPITAL IMPROVEMENT FUND

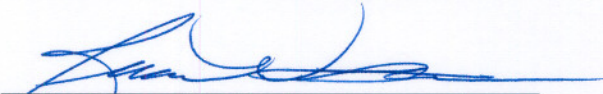
A. BA07-86, BR07-262, Project No. 6219 and Resolution – Recreation – to budget the Orlando Magic's donation to refurbish the computer lab at the Dr. James R. Smith Community Center. The computers in the lab at the Center are outdated and many are non-functional. The Orlando Magic has donated funds to refurbish the computer lab. This will provide opportunities for youth to utilize the computers during after school programs as well as other patrons in the community seeking to enhance computer knowledge and abilities. Net increase: \$44,664.

8. FY 03/04 CONSTRUCTION FUND

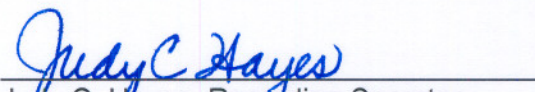
A. BA07-89, BR07-265, Various Project Nos. and Resolution – Parks – to budget a State grant (\$200,000) and transfer available funding from other capital projects (Wadeview Park \$204,774, USDA Park \$198,795) to meet the necessary budget requirements of the Barker Park project. The contract award for construction of the Park will be included on the 5/21/07 City Council agenda. The Contract will include the construction of a fishing pier, two new playground areas, a picnic pavilion, lighting, concrete sidewalks and parking lot improvements. Net increase: \$200,000. Transfer of existing funding: \$403,569. Total: \$603,569.

After discussion regarding Items 3A and 7A, Item 3A was deleted, and a motion to approve Items 1 through 8-A, as written above was made by Jody Litchford. Rebecca W. Sutton seconded the motion and vote carried unanimously to approve Items 1 through 8-A as written above.

The meeting was adjourned at 9:07 a.m.



Rebecca W. Sutton, Chief Financial Officer



Judy C. Hayes, Recording Secretary