

City of Fort Lauderdale
Budget Advisory Board
Date January 20, 2005

Attendance:	<u>Absent/ Present</u>	<u>Cumulative from 10/11/04</u>		<u>Mandatory Meetings Missed</u>
		(P)	(A)	
Curtiss Berry	P	4	0	0
Mark Dozier	A	1	3	3
Shane Gunderson, Vice Chairperson	P	4	0	0
Elizabeth Hernandez	P	3	1	1
Garry Johnson	A	3	1	1
Michael McFarland	P	3	1	1
Delores McKinley	P	2	2	1
Michael Moskowitz	P	3	0	0
William Nielsen, Chairperson	P	4	0	0
Don Winsett	P	1	3	2

Ex-officio Members

George Gretsas, City Manager - Absent
Raymond Mannion, Interim Finance Director
Steven G. Chapman, Deputy Director, OMB

Others

Allyson C. Love, Director, OMB
Stephen Scott, Assistant City Manager
Valerie Bohlander, Director, Building Department
Mr. Holland, Citizen

Chairperson Nielsen called the meeting to order at 6:30 p.m. a roll call confirmed that a quorum was present.

Board approved meeting minutes from December 16, 2004 with a clarification of Mr. Gunderson's comments regarding trash along Sunrise Blvd.

At 6:32 p.m. Ms. Bohlander made a presentation to the Board about current developments in the Building Department.

Ms. Bohlander thanked the Board for their support for the staffing of her department. She is in the process of getting people on board, but is still having a problem with retention due to individuals getting promoted out and moving to other jurisdictions. Ms. Bohlander described how she was trying to get the standards for hiring building officials changed and is currently implementing a triage system in the department so people can get through the system expeditiously.

Mr. Winsett asked what the current backlog is. Ms. Bohlander said it is about 4 – 5 weeks on bigger plans with the goal being 15 working days.

M. Gunderson was concerned that the overtime was running high. Ms. Bohlander said that she was aware of the problem and that it will continue for a couple of more months until she gets the positions filled.

At 6:50 p.m. Ms. Hernandez arrived.

Ms. Bohlander described that she will be starting an in-service training program. Also, she wants to do how-to workshops and will make sure that the web site is up to date.

Mr. Winsett said for the record that under Ms. Bohlander, the department acts professionally and is doing an excellent job.

Mr. Gunderson requested a report on budget initiatives with respect to historic preservation. Mr. Scott said that he would look into it.

At 7:11 p.m. the Board reviewed the November Financial Report for the fiscal year ending 09/30/2005.

Mr. Winsett asked why the Fire Department overtime was so high. Ms. Love responded that it was due to vacancies and having to keep a number of people on trucks.

Mr. Winsett asked why the Police Department overtime was so high. Mr. Scott responded that it was due to the DROP program hitting, but the good news was that 16 people have been hired recently.

Mr. Moskowitz asked what the status was of the City Auditor position.

Mr. Scott responded that he had no information.

Mr. Gunderson motioned, and was seconded, that a memo be written by the Budget Advisory Board Chairman, to encourage the Commission to act on filling the City Auditor position as soon as possible. Motion carried, unanimous approval.

Mr. Moskowitz questioned the readability of the financial reports. He asked if the monthly report could reflect a more corporate structure (income statement/balance sheet). He also had a concern of the timeliness of the report. Many of the Board members explained the timeliness issue; Ms. Hernandez agreed that the reports should have more of a corporate approach.

Mr. Chapman said he would look into how to make it work.

At 7:43 p.m. Mr. Chapman reviewed the action items.

Meeting adjourned at 7:55 p.m.

New Action Items

Mr. Gunderson requested a report on budget initiatives with respect to historic preservation. Mr. Scott to respond.

Chairman Nielsen to write a memo encouraging the Commission to act on filling the City Auditor position as soon as possible. Motion carried, unanimous approval.

Can the monthly financial report reflect a more corporate structure (income statement/balance sheet)?

Cost effectiveness of retired part-time officers writing tickets. Police Department to respond.

Notify the Parks and recreation department of the damaged sprinklers on A1A north of the Yankee Trader Hotel.

Outstanding Items

Parks and Recreation Department Presentation in February to include:

- Request for utility expenses by individual park.
- Update by Parks and Recreation of the grant applied for to do a tree inventory.
- Description of the Park Ranger program.
- Can the sprinkler system on Los Olas be put on timers?

Police Department Presentation in March to include:

- Staffing issues
- Booking operation

Prepared By:

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SGC:m