FINAL

BUDGET ADVISORY BOARD MEETING
CITY OF FORT LAUDERDALE
100 NORTH ANDREWS AVENUE
1ST FLOOR CITY COMMISSION CHAMBERS
FORT LAUDERDALE, FLORIDA, 33301
JUNE 20, 2012 – 6:00 P.M.

Board Member	Attendance	10/2011 through 9/2012 Cumulative Attendance Present	Absent
June Page, Chair	P	8	1
Mark Snead, Vice Chair	P	8	1
Brady Cobb [arrived 6:08]	P	3	4
AJ Cross	P	9	0
Nadine Hankerson	P	7	2
Fred Nesbitt	P	8	1
Bryson Ridgway	P	2	0
Drew Saito	A	8	1
Anthony Timiraos	A	4	4
Andrew Russo	A	5	2

Personnel Attending
Douglas R. Wood, Director of Finance
Stanley Hawthorne, Assistant City Manager
Emilie Smith, Budget Manager
Stacey Balkaran, City Manager's office
Lee Feldman, City Manager
Averill Dorsett, Human Resources Director
Mike Maier, Chief Technology Officer
Kevin Keimel, IT Department - Application Services Manager
Ian Wint, IT Department - Geographical Information Systems
Jay Stacy, IT Department - Infrastructure and Operations Manager
Andrew Parker, IT Department – Network Manager
Troy Bailey, IT Department - Radio Communication Services
Mark Blanco, Police Department IT Manager
Lisa Edmondson, Prototype Inc.

Communications to the City Commission
None

Purpose**:** To Provide the City with input regarding the taxpayers' perspective in the development of the annual operating budget; to review projections and estimates from the City Manager regarding revenues and expenditures for upcoming fiscal year; to advise the City Commission on service levels and priorities and fiscal solvency; and to

submit recommendations to the City Commission no later than August 15 of each year regarding a budget for the upcoming fiscal year.

1. Call to Order

Chair Page called the meeting of the Budget Advisory Board to order at 6:00 p.m.

2. Roll Call

Ms. Edmondson called roll and determined a quorum was present.

3. Approval of Meeting Minutes from May 2012

Motion made by Mr. Snead, seconded by Mr. Cross, to approve the minutes of the Board's May meeting. In a roll call vote, motion passed unanimously.

4. Old Business

a. IT Strategic Plan Update

Mr. Cobb arrived at 6:08.

Mr. Maier and his team gave a Power Point presentation, a copy of which is attached to these minutes for the public record. He distributed copies of the IT Services Department Five Year Strategic Plan 2012-2017 Draft to Board members.

Mr. Maier said they would conduct public outreach to determine how the public wished to interact with the City: via smartphones, wireless, etc. He informed Chair Page that these public input meetings would be announced through the Public Information Office, on the City's website and on channel 78.

Chair Page asked where the City stood in relation to other municipalities regarding the GIS system. Mr. Maier said Mr. Wint was very knowledgeable. He explained that the GIS employees were not full-time; they were from other departments and had other responsibilities. Mr. Wint credited Mr. Maier and the administration for recognizing the need for additional GIS services and for identifying ways to address that need.

Mr. Cross asked about a full-time GIS developer and Mr. Wint replied they had looked for ways to satisfy the need for development without incurring additional cost.

Mr. Cross asked if the City was considering joint purchasing agreements with other cities for an email system. Mr. Stacy said the State had issued an RFP for an email system and the system that had won the bid was the same one the City was proposing:

Microsoft Exchange 2010. He said it would still be favorable to have the equipment in-house and supported here.

Mr. Snead said cloud hosting email costs were exorbitant, but purchasing licenses for Microsoft Exchange and implementing the service was separate from physically hosting the service. Mr. Maier said they were considering allowing someone else to provide and maintain the servers.

Ms. Hankerson asked about the variation in phone system maintenance costs in years four and five. Mr. Maier explained that the new phone system would be implemented in phases so maintenance would increase as equipment increased.

Mr. Bailey informed Mr. Snead that they would not expand radio services to more communities. Pompano Beach had already indicated they would no longer be part of the system. Mr. Bailey said they would increase fees for Wilton Manors and Oakland Park to provide additional revenue.

Mr. Maier discussed procedures for replacing the radio system, which included a migration plan utilizing the current vendor, Motorola, or issuing an RFP or RLI open to other vendors. Mr. Feldman explained that pursuant to a 2002 County Charter Amendment, the County was to be responsible to provide "closest unit response" regarding communications infrastructure. For some reason, the City had not subsequently taken advantage of an opportunity to sign on with the County's communication systems and public safety radio services at the County's expense. Mr. Feldman's position was that the County Charter specified the County must maintain the system, regardless of the fact that the City had not signed up for it between 2007 and 2009. He said the County had a capacity issue that might make it impossible to provide Fort Lauderdale with the service.

At 7:50, Chair Page suggested they continue with the IT presentation and defer the other agenda items to the Board's next meeting and the Board agreed.

Mr. Wood said IT was critical to the City's operations and needed significant upgrades that could cost $40 million to $60 million.

b. Payroll System Update

Deferred to the Board's next meeting.

c. Overtime Update

Ms. Smith stated they had met with departments regarding overtime concerns and they were developing an action plan to share with the Board.

d. Financial Integrity Principles and Policies Review

Ms. Smith distributed copies of the recent list of policies for the Board to review for their next meeting.

5. New Business

a. Classification and Compensation

[This item was discussed out of order]

Mr. Cross asked how the City determined class compensation levels for the different categories and when the City had last performed an analysis comparing the City to other comparable cities. Ms. Dorsett explained the City used EquiComp to determine compensation for a new position. She stated they had 489 different classifications, not all of which were currently in use. The last study had been conducted over 10 years ago, and Ms. Dorsett remarked it had been extensive. She stated they conducted salary surveys of like jobs in different cities during the collective bargaining process as well.

6. Approved dates for Quarterly Joint Budget Workshop:

a. August 27, and December 10

7. Communication to/from the City Commission

None.

For the Good of the City

No discussion.

Other discussion items

[This item was discussed out of order]

Chair Page asked the status of discussions in the task force regarding non-union employee compensation. Mr. Hawthorne reported they had met and would present recommendations to the City Manager.

Ms. Smith introduced Terrence Arrington, the Budget Division's management fellow who would perform the Fiscal Capacity Study. Mr. Arrington agreed to provide the Board with monthly updates.

Chair Page reminded staff that the Board was to receive copies of the budget for comment before it was presented to the Commission. Mr. Hawthorne agreed to

coordinate this. He reminded the Board that the budget was not formally adopted until September so there would be plenty of time for the Board to provide input.

8. Adjournment

The meeting was adjourned at 8:15 pm.

Documents:
IT Services Department Five Year Strategic Plan 2012-2017 Draft
Fiscal Capacity Study Update/Major Components and Timelines 6/20/12 Update
Financial Integrity Principles and Policies/Budget Advisory Board Sec Review 5/16/12
Financial Integrity Principles and Policies Draft 6/20/12

[Minutes prepared by J. Opperlee, Prototype, Inc.]