

## **Citizen's Budget Review Committee**

### **Minutes**

**Thursday, June 20th, 2024 at 3:00 pm**

**Atlantic Room, Building C, 3rd Floor  
Government Center, 2725 Judge Fran Jamieson Way, Viera**

#### **Call to Order**

**The regular meeting of the Citizen's Budget Review Committee was called to order at 3:00 pm on Thursday, June 20th, 2024, at the Government Center, 2725 Judge Fran Jamieson Way, Viera.**

#### **Roll Call**

**a) Sign-in sheet was circulated among the attendees.**

**b) Present:**

- 1. D2 – Stephen Burdett**
- 2. D3 – Kevin Gholston**
- 3. D4 – Peter Fuscas**
- 4. D5 – John Coloaiacovo**
- 5. Marc Bernath – Director Public Works Department**
- 6. Skip Bell – Facilities Program Manager**
- 7. Anthony Hagan – Grant Manager**
- 8. Jill Hayes – Budget Office Director**
- 9. Jake Morris – Budget Office – Fiscal Analyst**
- 10. Boris Soudakoff – Budget Office - Administrative Assistant**

**c) Absent:**

- 1. D1 – Vacant**

#### **Approval of minutes from last meeting.**

**Minutes approved from the previous meeting on March 21, 2024.**

**Motion passed 4-0 with no specific comment.**

#### **Open Issues**

##### **A. Facilities Department Presentation**

**Presentation was given to the Committee on the Facilities Building and Maintenance Program. Discussion included the following:**

- Overview of buildings and square footage maintained.**
- Reduction in vacancies due to an aggressive recruiting initiative.**

- Discussion related to compensation and benefits and revenue limitations.
- Aging infrastructure, requiring focus on allocating resources to maximize the useful life of assets by addressing critical infrastructure improvements.
- Potential grant opportunities for facilities, including but not limited to energy block grants; Infrastructure grants require more technical information.
- Ongoing enhancements to facilities condition assessments, computerized maintenance management, and inventory initiative.

## **B. Update by Grant Manager**

Grant Manager provided an overview of \$170 million in awarded grants; \$38 million in grant funds spent during the past fiscal year; 18 new grants starting this fiscal year. Focus on septic-to-sewer, roads and bridges, Sea Ray Bridge.

Primary departments using grants are Housing and Human Services, Natural Resources Management, Public Works, Transit and Tourism.

Grant Manager reaches out to departments on a quarterly basis to review and assess the status of ongoing grants, and to provide any assistance that is needed.

Additionally, the Grant Manager is assisting in the FEMA Public Assistance reimbursement process and American Rescue Plan Act (ARPA) quarterly and annual reporting.

Recommendation from committee members to form a committee of grant coordinators to meet quarterly and discuss ongoing initiatives and grant opportunities.

## **New Business**

- A. Brief discussion related to the rules on public comment, no existing rule due to low rate of public attendance.**
- B. Discussion related to Nationwide Deferred Compensation Plan: Recommendation to consider an independent investment advisor.**
- C. Discussion related to cost/benefit analysis on consultants v/ in-house employees.**
- D. Committee requests the following data:**
  - a. Cost of Contracted Services vs In-House Employees**
    - i. Building Inspectors**

- ii. **Civil Engineers**
- b. **Vacancy Reports for Fiscal Years ending 2022 and 2023**
- c. **Unspent Compensation and Benefits for Fiscal Years ending 2022 and 2023**
- d. **Live Local Act Resolution**

**E. Plans for future meeting:**

- **Further discussion on Fiscal Impact Statements.**
- **General discussion and brainstorming on ongoing and upcoming goals.**
- **The Committee Members request a presentation from Fire Rescue, when available, emphasizing on salaries and capital infrastructure.**

**F. Next Meeting Date - The next meeting date is Thursday, September 19, 2024, at 3:00pm in the Atlantic Room.**

**Public Comments**

- **N/A**

**Adjournment**

**Meeting adjourned at 5:25pm**