



Fiscal and Administrative Services Division Growth Management Department

Overview



The goal of [Fiscal Operations](#) is to ensure that the Growth Management Department complies with all Orange County purchasing and financial policies. Fiscal Operations include the processing of purchase requests from Divisions, including credit card purchases, the monitoring of goods received, the processing of non-purchase order items, the handling of account payables, the input of budget transfers and the annual budget entry into the budgeting system. The Fiscal Section is also responsible for the entire budget process for the Department including budget formulation, revenue forecasting, financial monitoring and fiscal reporting.

In addition, Fiscal Operations is responsible for the administration of the Division of Building Safety's cashiering process, the development of a funding model for Department revenues, the oversight of Capital Improvement Projects in the Housing and Community Development Division, the coordination of audit procedures, the replacement schedule and leasing of vehicles, the update of fee directories, and the maintenance of position manning tables. Finally, this Section develops and distributes various reports, including monthly fiscal reports, quarterly Performance-Based Measurement System reports, and reports to other agencies such as the Census Bureau, the Construction Industry Council, and the Home Builders Association.

Fiscal Operations

Contacts

Division Office:

- **Dean Stites** 407-836-5601 Manager
- **Greg Price** 407-836-5530 Department Fiscal Administrator
- **Louis Schoolkate** 407-836-5304 County GIS Coordinator
- **Scott Skraban** 407-836-5363 Information Systems Administrator
- **Craig Corliss** 407-836-0082 Crystal Reports Consultant



Fiscal and Administrative Services Division Growth Management Department

Geographic Information Systems (GIS):

- Department GIS:
- **Dean Salmons** 407-836-5341 GIS Supervisor
- **Rikki Hartung** 407-836-5321 GIS Specialist
- **Peter Johnstone** 407-836-5310 GIS Specialist
- **Samuel Lopez** 407-836-5326 GIS Specialist
- **David Smith** 407-836-5917 GIS Specialist
- **Lisa Wallace-Valerio** 407-836-5366 GIS Analyst
- Countywide GIS:
- **Robert Drow** 407-836-5327 GIS Supervisor
- **William Burkholder** 407-836-5745 GIS Analyst
- **Kathy Cerbasie** 407-836-5466 GIS Technician
- **Rex Chamberlain** 407-836-5448 GIS Technician
- **Joshua Humphrey** GIS Specialist 407-836-5877
- **Edward Johnson** 407-2936 GIS Technician
- **Irfan Khan** 407-836-5441 GIS Technician

Business Systems/Information Technology:

- **Naresh Budhu** 407-836-5668 Business Systems Supervisor
- **Jim Alvarez** 407-836-2921 Business Systems Analyst
- **Mindy Bub** 407-836-0957 Sr. Permit Analyst
- **Frances Cabrera** 407-836-5600 Intern
- **Aneta Duhigg** 407-836-5873 Senior Business Systems Analyst
- **Pedro Gonzalez** 407-836-5713 Intern
- **Christine Gulizia** 407-836-0958 Consultant
- **Joe Harty** 407-836-5590 Project Administrator

Concurrency & Impact Fees:

- **Ivelisse Torres** 407-836-5335 Assistant Project Manager
- **Beatriz Garcia** 407-836-0928 Project Coordinator
- **Nannette Chiesa** 407-836-0928 Senior Fiscal Coordinator
- **Heather Backus** 407-836-5583 Senior Permit Analyst
- **Lilian Bhagwat** 407-836-0946 Development Services Facilitator

Public Records & Information:

- **Elizabeth Ortiz** 407-836-5815 Permit Analyst



Fiscal and Administrative Services Division Growth Management Department

Graphics & Special Projects:

- **Mike Swann** 407-836-5604 Graphic Artist
- **Marie King** 407-836-5315 Special Projects Coordinator

Fiscal Operations:

- **Liza Lergier-Font** 407-836-0961 Senior Contract Administrator
- **Betty Thompson** 407-836-5538 Fiscal Officer
- **Geneva Colon** 407-836-5303 Sr. Fiscal Coordinator
- **Carmen Mudalier** 407-836-5810 Sr. Fiscal Coordinator
- **Crystal Abrams** 407-836-5980 Permit Analyst
- **Margaret Anderson** 407- 836-5490 Administrative Assistant
- **Kotaska Norman** 407-836-5461 Cashier
- **Dalma Millan** 407-836-5461 Cashier

Human Resources:

- **Tarlalyn Brown** 407-836-5329 Senior Human Resources Analyst
- **Marva Davis** 407-836-2816 Administrative Facilitator