

**BUDGET ADVISORY COMMITTEE MEETING
DAVIE TOWN HALL
6591 ORANGE DRIVE
May 15, 2007 – 5:30 p.m.**

MEMBERS PRESENT

Dr. Robert Preziosi, Chair
Scott Spages, Vice Chair
Dan Barr
David Oakes
Stuart Podel

ALSO PRESENT

Carol Menke, Acting Budget and Finance Director

1. ROLL CALL

Chair Preziosi called the meeting to order at 5:35 p.m.

2. APPROVAL OF MINUTES

2.1) April 25, 2007

Motion made by Mr. Oakes, seconded by Mr. Barr, to approve the April 25, 2007 minutes. In a voice vote, the motion passed 4-1.

3. OLD BUSINESS

3.1) Quarterly Report – Cost Recovery

Ms. Menke pointed out that there had been discussion regarding changing the wording of the cost recovery ordinance, but that at this time Development Services has not made any specific proposal. If Development Services moves forward with it, a draft will be provided by Ms. Menke to the Committee.

3.2) Annual Report – January 31, 2007

Chair Preziosi indicated he would have the report at the next meeting.

3.3) Credit Card Policy

Ms. Menke advised she spoke with Mr. Hyman regarding credit card users initialing each page of the credit card policy. That policy had not been formally implemented; however, it is expected to be approved along with anticipated new policies and procedures to be put

in place for credit card use. Mr. Oakes suggested the Committee review the policy specifically as to larger expenditures. Ms. Menke pointed out that expenditures in excess of \$1,000 would have to be approved by Mr. Hyman, Ms. Blackiston, or Ms. Salinas in Procurement. She added that each department head approves lesser charges on their own credit card. Charges in excess of \$10,000 would appear on the credit cards assigned to Procurement. Accounts payable retains documentation on purchases. Certain merchant codes are restricted.

Ms. Menke indicated that several years ago, the policy was revisited with a determination made that credit cards could be used for various purchases on behalf of the Town, with the advantage being the Town writing one check in lieu of several. The current policy was briefly reviewed. Concern was expressed by several Committee members regarding cost and spending controls.

Brief discussion continued regarding circumventing limitations, spending parameters, previous indiscretions, and the forensic audit. The Committee agreed that they did not need the detailed monthly transaction report each month.

3.4) Vehicle Usage Policy

Ms. Menke advised that Mr. Oakes would be reviewing the policy for the Committee; this matter will be placed on the next agenda for discussion.

4. NEW BUSINESS

4.1) 2005 CAFR

Ms. Menke reported that the Town Council at their next meeting will be reviewing proposals and ranking auditor selections for the 2006 audit.

Chair Preziosi inquired regarding status of Committee member meetings with Department heads. Mr. Oakes will meet with Parks & Recreation and Utilities, Mr. Podel will meet with Mr. Kutney of Development Services, and Mr. Barr will meet with Public Works. A report from Vice Chair Spages' on the results of his meeting with the Fire Chief will be placed on the next agenda.

5. COMMENTS AND SUGGESTIONS

The Town has made its final offer on the fire and police contracts. The Committee requested they be kept apprised of the negotiations, provided with a copy of the proposed contract if a public record, and also be given notification of the police and fire contract

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meetings. Key points in the contract negotiations are: 75% pension after 20 years service, random drug testing, and special teams.

At the request of the Committee members, Ms. Menke provided copies to the Committee of Mr. Cohen's and Mr. Shimun's contracts, taxable value information for the Town from 2003 to 2006, and the 2nd Quarter budget report.

It was noted that Mayor Truex's tax proposal to the State is outlined and posted on his blog website.

6. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 6:25 p.m.

Date approved

Chair/Committee Member