

BUDGET ADVISORY COMMITTEE MEETING
JULY 19, 2004

1. ROLL CALL

The meeting was called to order at 5:35 p.m. Present at the meeting were Committee Chair, Dr. Kerry Waldee, Secretary Scott Spages, and Committee members Stephanie Bell, and Dr. Bob Preziosi. Also present was Finance Director, Bill Underwood.

2. APPROVAL OF MINUTES – June 14, 2004

Adjournment.

Secretary Spages advised that for the June 14 minutes, Dann Barr made a motion, seconded by Stephanie Dahl, to adjourn.

3.4 Community Endowment Fund.

Dr. Waldee requested that the second paragraph be corrected to reflect that the Committee would recommend that the proceeds from the yield of the investments of the fund be spent.

3.4 Community Endowment Fund.

Dr. Waldee requested that the last line of the second paragraph be corrected to reflect that the Committee recommended that the donations be given to organizations whose priority was to help the youngest and the oldest residents in Davie.

A motion was made by Scott Spages, seconded by Mr. Preziosi, to approve the June 14, 2004 Minutes, with the corrections. In a voice vote, all voted in favor. (Motion passed 4-0)

3. OLD BUSINESS

3.1 2005 Budget Calendar

Dr. Waldee asked if the Budget Calendar would include an update of the current fiscal year. Dr. Waldee indicated that the *Third Quarter Quarterly Report*, to be provided in August, would address this. Dr. Waldee asked about the wrapping up of Fiscal Year 2003 audit. Mr. Underwood advised that the Town was on a very tight schedule to get the audit completed by the September deadline. He spoke of various delays in the auditing process over the last year.

Dr. Waldee asked when the Committee could expect to see the draft budget. Mr. Underwood advised that the budget calendar indicated some time around August 4. Dr. Waldee mentioned that the Committee held an additional meeting in the month of August over the past couple of years. He felt that the Committee was left out and not consulted for input on decision making opinions where the garbage contract and timely review of the capital budget were concerned. Dr. Waldee stated that he had not been aware that the capital budget would be moved up in the schedule. Mr. Underwood indicated if the Committee asked to be included on specific issues to be addressed, he would be bring those issues to the Committee.

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Dr. Waldee requested to add the Quarterly Report to the Agenda for discussion at the August meeting. Mr. Underwood indicated he would try to bring this to the Committee by that time.

Mr. Underwood indicated he would try to make a copy of the report for the Committee at the same time he prepared it for Council.

The Committee members held a brief discussion regarding the process of communicating their recommendations to Town Council.

Secretary Spages made a motion, seconded by Ms. Bell that henceforth, anything voted on by the Budget Advisory Committee be communicated in writing or electronically to the Town Council. In a voice vote, all voted in favor. (Motion carried 4-0)

3.2 2005 Budget Liaison

Dr. Waldee advised that the Parks and Recreation Advisory Board had no liaison. He asked Ms. Bell if she would be interested in talking with this department. Dr. Waldee advised he had been liaison with Recreation Director, Dennis Andresky for a while. He explained the process of how each committee member worked with one of the largest departments that had an impact on the general budget. He suggested looking further into this at the next Parks and Recreation meeting.

3.3 Take Home Car Policy/Car Allowance

Mr. Underwood indicated that he had brought the Committee a report on the take home car policy/car allowance by department. He advised that the report was a compilation of lists provided by the fire, police, human resources, and utilities departments. He asked that the committee review the report for further discussion.

Dr. Waldee asked that this item be placed on the Agenda for discussion at the next meeting.

4. NEW BUSINESS

4.1 Fire Assessment Fees FY 05

Dr. Waldee advised that previously the suggestion was made that if the fire assessment fee was raised incrementally over a period of years, it would not be so painful to raise the fees by a large percentage. Mr. Spages indicated the Town was heading in the right direction but also advised that with the expansion of the fire department, more revenues were needed. He advised that the Town had to look for other sources of revenues to offset raising the fire assessment fee. Mr. Underwood advised that at the previous Council meeting a resolution was on the Agenda recommending a tentative fee of \$88. He stated he would find out the exact proposed fee and inform the Committee the following day. Ms. Bell asked what this was expected to generate in revenue. Mr. Underwood advised this increase would be expected to generate about an additional \$1.3 million in revenue.

Secretary Spages felt the Committee should invite the fire chief to the next meeting to discuss this issue in more detail. He felt that generally, it was irrational to not discuss corridors that could support more businesses to generate more revenues for the Town. He felt the Committee should continue to encourage the Town Council to look at businesses that could support the Town's growing need for more revenues. Dr. Waldee requested that Mr. Underwood inform the Committee members of the proposed raise in fire assessment fees.

4.2 Garbage Contract

Dr. Waldee did not understand why the Committee was not asked for input on the Town's garbage contract decision. Mr. Underwood indicated he felt the Committee charge was not to include normal Town Council agenda item processes and was instead required to look at the larger budget issues on a global level.

5. COMMENTS AND/OR SUGGESTIONS

Dr. Waldee indicated that if any Committee members wished to have an item discussed as an Agenda item, to request that it be added.

6. ADJOURNMENT

As there was no further business to discuss and no objections, Dr. Preziosi made a motion, seconded by Ms. Bell, to adjourn.

Date approved

Chair/Committee Member