

**TOWN OF DAVIE
BUDGET WORKSHOP
JULY 20, 2000**

The meeting was called to order at 5:42 p.m. Present were Mayor Venis, Vice-Mayor Weiner, and Councilmembers Clark and Cox. Also present were Interim Town Administrator Willi, Attorney Connick, and Assistant Town Clerk McDaniel recording the meeting. Councilmember Paul and Interim Town Attorney Kiar were absent.

Budget and Finance Director Christopher Wallace advised that a goal setting session held in May resulted in departments being given direction on how to prepare their budgets. These were due recently with the goal that Council would give direction to the Mr. Willi for the millage rate proposal which would need to be given to the property appraiser. Mr. Wallace stated that the budget proposals would be provided to Council by August 1st and the property appraiser would be notified by August 5th of the Town's proposed property tax rate. He indicated that an operating budget of approximately 6.5 mills would represent a tax increase of 28% over the current rate and 34% over the rollback rate. Mr. Wallace advised that at this rate, the Town would make up the current deficit, place the platform truck back into service, fund all of Council's budget goals approved at the May 9th meeting, and fund about half the departmental requests and/or capital projects. Mr. Wallace stated that if Council wanted to just make up the deficit and put the platform truck back into service, the millage rate recommendation would be for an increase to 5.5 mills, an increase of 8.2% over the existing rate or a 14% increase in the rollback rate. He further stated that it was probable that an increase in the fire rescue fee would be recommended, but that was a tax policy decision to be made by Council in August.

Mr. Wallace spoke about the anticipated revenues of the Town indicating that this represented the Town's original request and reflects no budget cuts – estimated revenues of \$51,914,748. He advised that revenues minus expenditures showed the Town to be in the red by about \$708,000, a gap which may narrow. Mr. Wallace stated that the fire rescue fee would go from \$38 per household to an anticipated \$50, in an effort to make up that deficit. He indicated that a goal of tonight's meeting was to get direction from Council about which items it would like to include in the budget and what that millage rate should be. Mr. Wallace referred Council to the expansion of the number of programs requested this year, Council goals, departmental requests, what was included in the present budget, and the specific goal to keep the platform in service. He said of the capital projects that it was recommended that these would be funded over a period of years, with an estimate that \$1 million of projects would cost an estimated \$145,000 per year in debt service.

Mr. Wallace indicated that there were two additional workshop meetings scheduled, if needed, and two public hearings would be held in September. He stated that it would be preferable to have the millage rate decided now so that Mr. Willi could notify the Property Appraiser's office by August 1st, and if Council kept the millage rate the same, Florida law stated there would still be a tax increase of roughly 5.5% over the rollback rate.

Mayor Venis asked for a breakdown of the estimated revenue and Mr. Wallace indicated that would require a lengthy document. Mr. Wallace stated that most of the \$51,000,000 in revenue was dictated by existing tax rates for property taxes; intergovernmental revenue increases were projected by the State of Florida, franchise and utility fees were based on past receipts, and sales tax forecasts were taken by what had been published. He made the point that whatever was realized by building permit fees would not be diverted to other projects.

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Mayor Venis asked about the list of expenditures by department and asked how these figures were determined. Mr. Wallace explained that this reflected what the departments had requested, except that capital outlay was mostly put into capital projects. He further pointed out that this did not show an increase in personnel, just existing commitments, except for the few recreation positions, which would be a result of opening the new centers. The 12 new firefighters would be an expense of next year's budget. Mr. Wallace stated that excess monies in the Building Division would be pulled out of the general fund next year and would be placed into special revenue funds for building and engineering. He advised that he did not see any outrageous requests by departments in their proposals.

Vice-Mayor Weiner asked about the platform truck and if this assumed no additional revenue from a joint agreement with Pembroke Pines and Southwest Ranches or Pine Island Ridge. Mr. Wallace stated that this had not been assumed. Councilmember Cox indicated that the annexation of Pine Island was uncertain and Mr. Wallace felt this would not happen until October 1, 2001. Mr. Willi advised that the Broward County Administrator had requested that the Town take over fire services in the Pine Island area, and indicated that the County was in the process of downsizing services. He stated that the Town was moving forward with the Fire Department to take over that area as soon as possible.

Councilmember Cox asked who would absorb the employees already in place with Mr. Willi advising that the County had pledged to not lay off these people. Mr. Wallace stated that Council had a policy that an effort would be made to hire County firefighters displaced by taking over an area. Broward County Commissioner Lori Parrish spoke to the question of who would take on these displaced employees stating that all such County employees would be placed in other positions. She recommended that if the Town planned to hire firefighters, the agreement would ask that the Town look at their people first.

Police Department

Police Chief John George gave an overview of positions requested for the Police Department indicating that the positions being requested included 15 patrol officers, 1 canine officer, 8 traffic officers, 2 school resource officers, 15 police service aide special assignments, 1 finance clerk, 1 technical support person for information systems, 2 recreation leaders and 1 personnel technician for human resource needs. Additionally, the Department was requesting 3 police service aide special assignments for records and 1 maintenance technician for building and grounds.

Chief George advised that he was also requesting that three command officers, three secretaries, one administrative secretary, one records supervisor, one police service aide supervisor, and one office supervisor be reclassified.

Chief George stated that the Department's plan for reorganizational positions, the need for which would come about because of the DROP, would be to divide the Town into three different patrol districts, requiring four captains to work as district commanders, and nine sergeants. He indicated that there was some flexibility in the positions as the result of grants and added that the actual impact to the budget for many of these positions would not happen until December. He said that in addition to the hiring costs, there were extra expenses for adequate equipment and the cost of the vehicles involved.

Chief George went through the divisions and programs, stating that the different categories indicated what was funded last year and what was needed this year. He explained

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the equipment above the normal costs, animal expense related to mounted patrol, office supplies, uniforms, and capital outlay and indicated which expenses could be addressed by the law enforcement trust fund. Chief George talked about the need for additional school resource officers and indicated that a grant would fund an additional officer at Western High School and another at elementary and middle schools to reach children. He further stated that the officers typically established relationships with students and their impact was not just restricted to the programs they present, which inherently had expenses of supplies, training videos and uniforms. Chief George also stated that it was important that crossing guard positions be contracted out.

In the category of prevention and suppression, Chief George described the funding needed in the Crime Watch program, hurricane training, civilian police academy, and legal expenses. He explained the criminal investigation category, and indicated that they were adequately staffed and funded in this area. In the area of road patrol, Chief George reviewed the requested positions and their expected costs and stated that this area had the biggest expense in college tuition. He spoke about the ride equipment indicating that this area had grant match responsibilities as well as a match for some of the personnel positions. Chief George estimated the vehicles needed to be crucial, stating that there was a high number of vehicles that had an excess of 100,000 miles and 25 vehicles that were eight years old. He advised that Mr. Willi had requested that a vehicle rotation list be created and Chief George was recommending that vehicles with eight years of service or 100,000 be taken off the road. Chief George added that the cost of replacing vehicles could not be accomplished with the law enforcement trust fund. He stated that the department had a need for field force equipment, defibrillators, and hurricane hardware and software to adequately respond to the weather tracking recommendations. Chief George spoke about the specific costs related to community relations.

Development Services

Development Services Director Mark Kutney addressed Council about the proposed restructuring, which would include adding staff. As the result of an organizational review, the department was requesting one office assistant or customer service liaison which would be a first contact for the public and a liaison for developers. In the Building Division Mr. Kutney described the proposal to add one deputy building official position, two levels of structural inspector, and to create a monitoring section to deal with permits. He also indicated the department's need for an imaging system and clarified that the total needs would create five new positions. In regard to Code Compliance, Mr. Kutney requested a Council workshop to discuss the direction of code compliance. The department had visited the idea of Council setting up a fee schedule related to citations, or a citation with the fee being decided by the court. Mr. Kutney indicated that additional staff would allow coverage for nighttime and weekend hours, which had been requested by Council. He further stated the need for extra clerks based on the need for another special master and funding for mediation services for those cases which required mediation. Another need would include a vendor to take care of grass cuttings and keep property well maintained.

Mr. Kutney advised Council of the need for three new planners in the Planning and Zoning Division, including a position of Planner III who would handle site planning, zoning technicians, landscaping inspections, zoning requests. The creation of this position would free up the other planners to handle special projects. Other needs included GIS

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personnel and a land management technician for a total of 23 positions. He added that the work program projects needing to go out for consultant expertise would total \$75,000.

Fire Department

Acting Deputy Chief Sid Marchant addressed Council giving an overview of what he felt would be a workable plan for the Town. Deputy Chief Marchant stated that personnel needs for the department would include an assistant fire chief, three new division chiefs, a fire marshal, additional battalion chiefs to provide medical supervision and a fleet training officer. He advised that one of the battalion chiefs would also be a paramedic, who would provide the fleet training. Other personnel needed included a clerk typist and three new fire inspectors. Deputy Chief Marchant stated that the department needed a total of 90 frontline personnel and would be hiring 7 more by October. He indicated that the equipment needs included the platform truck and a second medical rescue unit for Shenandoah. Deputy Chief Marchant reminded Council that as of October, all stations would have to be manned by the Town's Fire Department as the County would be gone.

Councilmember Cox asked for clarification on the number of engines, which she was advised should be four, with three people on each. She also asked about the reserve ratio of 5:3 on the type one medical rescue unit. EMS Coordinator Jose Rivera explained that this indicated five firmline units and three backup units, which would allow the five to be rotated through maintenance once a month due to the high mileage.

Deputy Chief Marchant referred Council to the computer needs and he explained that this was a critical need as the result of a bill passed by the State in reference to requirements of EMS collection of data. He advised that currently, there was no way to collect this data and quarterly reports would be expected by the State beginning next January. This data would be entered by the paramedics themselves after a call and would not require hiring a clerk.

Deputy Chief Marchant advised Council of the need for public education and indicated that a fire person needed to be doing this instead of the person now responsible. He delineated the needs according to phase 1 and phase 2 of the proposal.

Mr. Rivera addressed the fire and EMS needs assessment and stated that there would need to be a change in revenue fees and mentioned Pine Island Ridge and Southwest Ranches and the need to service these areas. Mr. Wallace felt that the fee and the court decision would affect the mathematics of the proposal but the budget accommodated this and the fire and rescue fee could still be done.

Young At Art

John Voight, Board of Directors, spoke about a draft of an agreement between Town, Young At Art and Broward County for a new library including a museum on the second floor. He stated that this proposal was prepared in 1997 and showed a design total of \$564,244, with the County and Young At Art shares at \$282,122. The amount, Mr. Voight advised, was rounded to \$300,000 to include inflation and would probably cost a little more than this. Part of the delay in the building project had to do with the fact that the existing second floor library space was smaller than what was planned, and there had been some talk of the library being moved. Funding needed to be started while the rest of the money was raised as part of a capital projects campaign. Mr. Voight stated that Young At Art was on a temporary lease from the old T.J. Maxx space at a much reduced rate and was not a

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permanent solution for a library and museum location. He explained that Young At Art funding was necessary to deal with the expansion, and assured Council that any funding would be specifically earmarked for the construction of the library and museum facility, not up to the discretion of Young At Art.

Commissioner Parrish spoke in support of the museum telling of the Dania City Library and Museum of Archeology which, as a joint effort, was entitled to State and Federal funding. She mentioned that in the past, cultural facilities had all been located east in the County and stated that when the donation was secured for a library, Weston and Miramar were in line before Davie to deserve a library. The County moved the project up due to the partnership of funding. Commissioner Parrish stated that, as it stood, the plan indicated that the County would pay for the construction, design, etc. of the library and Young At Art was expected to pay only for their portion of the design. She further offered that if this project was to get off the ground, there would need to be a commitment from the Town, stating that the museum had \$50,000 and recommended the Town budget \$125,000 this year and \$125,000 of the next budget to get the library started. Commissioner Parrish indicated that once this design was completed, the museum was eligible for a variety of funding stating that the Town could run the project. She talked about Young At Art and offered that it was the number one museum in the country and in the State in a variety of categories and an asset to the community.

Commissioner Parrish agreed with Mr. Willi about the Building Division and stated that it was time to move forward, and putting the community on the map as a landmark was one of the ways that a town grew up.

Vice-Mayor Weiner spoke about Young At Art which his family had been members for years and he was committed to the project. He stated that \$400,000 was committed to helping the Boys and Girls Club and this request would be a \$125,000 investment or less.

Councilmember Clark asked what was available for children as far as participation programs and was advised of some including a free admission for Head Start kids.

Mindy Shrago spoke about Young At Art stating that it began with 250 charter members before it opened, and now had more than 1,800 family members with 10-20 members joining daily.

Mayor Venis complimented Young At Art and how it was servicing many areas of the community.

Councilmember Cox asked about the tri-party agreement. Mr. Voight indicated that this was just a draft and had never been executed.

Tom Truex, 4740 SW 72 Avenue, addressed the issue of a tax increase and stated that residents did not expect this. He agreed that there were huge needs in the Police and Fire Departments which include providing for safety issues and that new parks would need to be staffed. Mr. Truex spoke about the library plan and stated that a bond was passed to provide a library and he stated that the County wasted money through corruption and incompetence. He felt that Young At Art was a good program, but his concern was with the procedure of bringing needs to Council and stated that a project should not be taken out of order, recommending that it should be brought through the budget process. Mr. Truex indicated that it would be wrong of Council to take projects out of order. He asked that if a couple years ago the budget was \$38 million and now the budget was \$51 million, how could the Town budget the balance before and now had a shortage.

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Councilmember Clark agreed that budget cuts would need to be made and Council would not place this project over others, even though it may be added to the list. She questioned why Potters Park was not on the list. Mr. Wallace stated that the capital budget had been combined with the operating budget. He explained that the capital budget was a five year budget and Potter Park may be scheduled for 2002, not 2001. He advised that capital projects would be funded with debt and he did not recommend paying it in one year. Mr. Rawls advised that the capital funding for Potter Park would be made from existing sources and, if those were not sufficient, it would become part of the capital program and Council would see this at the August 2nd meeting. Mayor Venis asked that the 5-year capital projects be separated.

Mr. Wallace stated that Young At Art was a joint project and the design needed to be done up front so when construction money came in, work would not need to be redone. He agreed with Commissioner Parrish that the Town should be involved in the commitment for the design money and suggested that the money be earmarked and designated from the community endowment trust fund.

Commissioner Parrish indicated that this was approved before the bond issue and was not a bond issue project.

Councilmember Clark asked if the Town would consider matching Davie Elementary PTO funds of \$25,000 which they had raised to build a shelter. She stated that if the shelter could be designated for public use, the Town could be involved and asked if this could be funded on a similar basis. Mayor Venis stated that the School Board had been invited to provide plans and they were not ready.

Councilmember Cox spoke to the Young At Art needs and indicated that the facility served many communities making it a regional issue, not just a local one. She indicated that other areas need to help provide the funding. Mayor Venis stated that the Town received the franchise taxes due to its location and those revenues were not shared with other municipalities. He stated that the Town gave \$400,000 for the Boys and Girls Club and it was an asset to the Town. Councilmember Cox stated that the Boys and Girls Club served Davie residents. She offered that Young At Art could be entitled to money, but because it was regional, other communities should contribute. Commissioner Parrish agreed with this concept and stated that the County provided extensive operating grants and this was true of the Boys and Girls Clubs.

Vice-Mayor Weiner recommended that Mr. Willi include in the proposed budget \$125,000 for Young At Art and take up the other \$125,000 for next year's budget.

Commissioner Parrish stated that something in writing was needed from the Town by August 15th as a commitment, indicating that all of the money for the construction of the library was in the County budget.

Mr. Wallace stated that the income from the community endowment fund should be enough to cover \$125,000 for this year and an additional \$125,000 for next year. He stated that the money needed to be appropriated but it could be designated to be taken from the endowment fund. Mr. Wallace advised that a letter could be sent from Mr. Willi to the County to that affect. Commissioner Parrish stated that the County would send the Town its money if the Town would like to run the design phase of the project.

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Vice-Mayor Weiner asked Mr. Willi to communicate to Mr. Desjarlais that the Town would commit up to \$250,000 over the next two years towards the Young At Art project whether the Town controlled the design project or not. Vice-Mayor Weiner asked that the County Administrator prepare the legal documents for this agreement.

Councilmember Cox confirmed with Mr. Wallace that if the money from the endowment fund was used, then the tax structure or millage rate would not be affected this year. She agreed that using the fund for this project would be more appropriate than putting it in the budget. Mr. Wallace agreed.

Utilities Department

Utilities Director Daniel Colabella reported that the department had a need to fill two personnel positions and indicated a need of \$300,000 for repairs and maintenance.

Vice-Mayor Weiner asked if expanding the system would require money for lawyers and engineers. Mr. Wallace indicated that about \$200,000 had been appropriated out of the general budget for engineering alone.

Parks and Recreation Department

Parks and Recreation Director Sharon Kent advised Council that the need was to decentralize the Parks Division to create a west parks district and an east parks district. She added that the current position of parks supervisor would be reclassified to a parks operation manager, one for east and one for west, and add a parks operation supervisor, park crews and maintenance technicians for each section. Ms. Kent listed the parks that would fall into each district and explained the reasons for the need to create two districts, mainly to facilitate time, personnel and travel management. She spoke about the new multi-purpose community center and stated that a manager would be needed for that center. Ms. Kent advised of the need for someone to handle the need for more extensive public relations, recruiting volunteers and writing grants which would reclassify the recreation supervisor job to recreational coordinator. She indicated that the sports division would see a new position of athletic fitness and aquatics coordinator, and an athletics operations supervisor over the sports which would also be a reclassification. Ms. Kent stated that another new position was a fitness specialist, as well as a recreational leader position for the senior programs. She reported that most of the requests were for positions that had been allocated and funded this past year and added that many of the summer counselor positions had been funded by grants through the Children's Services Agency. Ms. Kent advised Council that it had been difficult to recruit quality people due to the low salary scale.

Mr. Wallace stated that the departmental budgets had grown substantially mostly in the Fire and Police Departments. Support operations in these departments had seen very low pay and proved to be insufficient.

Mr. Wallace advised that Mr. Willi had recommended creating a separate MIS department and offered his support of this plan, stating the need for three more information specialists at a rate of \$10,000 more per year. He added that these people needed to be compensated for training with incentive monies. Mr. Wallace reported the need for mechanics in vehicle maintenance, indicating that these people could be hired but advised

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that there was no place to put them. He stated that money was in reserve in the budget for a garage and added that the vehicle maintenance area operated until 11:00 p.m. and needed to expand to accommodate repairs. This expansion, he explained, would not have a budget impact.

Mr. Wallace talked about personnel and stated that more people were needed in this area and added that expansion would require additional facilities as there was no space left.

Vice-Mayor Weiner agreed that more space was needed for Town employees and suggested that if an agreement with Nova Southeastern University and the aquaculture center was not forthcoming, the property could be used to create an annex. Mr. Wallace did not feel that this would be practical because the Town did not have legal access to this area and he did not want to split up personnel, as the value of having them together was too great. He recommended that expansion occur near or at this location.

Police Athletic League (PAL)

Chief George felt that it was important in expanding this program to have a facility to work out of. The plan, he indicated, was for a community based facility in Potter Park, a gymnasium providing full court basketball with bleachers, to be used not only for PAL but for the recreation program. Chief George described a facility that would include a classroom for an afterschool program with computers, a workout area, weight room and a boxing ring. He added that the facility would have a community office outreach office that police officers could use. This would facilitate fund raising efforts, as well. Chief George explained that this would be about a 13,000 square foot facility not including storage and restrooms with construction at approximately \$100 per square foot, also not including demolition of the current building.

Mr. Rawls talked about the existing facilities and advised that this new project would coordinate the activities of those facilities with the PAL facility. He indicated that one result would be better management of the activities, and added that concession and restroom facilities with supervision would be a plus with this plan. Mr. Rawls explained that this would be about a \$1.7 million dollar project, which would provide for the demolition of the existing structure, the infrastructure, and the actual building. He spoke about the funding opportunities and stated that Potter Park was a targeted area for CDBG funds indicating that \$300,000 of the Town's allocation for that could be earmarked for the first year with funds of up to \$600,000 from block grant funds for next year. Mr. Rawls stated that in the parks fund program, there was \$87,408 identified for Potter Park for various improvements, some of which would be accommodated in this building. Mr. Rawls talked about the Nova Middle/Nova High project that really resulted in separate activities than what the Town was interested in, and still had not been formalized in a letter from the School Board. He stated that this represented \$260,000 which could be reallocated to Potter Park. Mr. Rawls advised that the Eastside parks had a \$341,000 balance available. He added that since the PAL was a police supported function, it would be eligible to apply forfeiture funds of \$150,000 for construction and furnishings. Mr. Rawls concluded that if each of these different funding sources were applied, the deficit would total \$250,000 advising that this estimate was for the first year program and did not cover a full five-year program.

Mayor Venis asked about the gymnasium at the Pine Island Community Center and Mr. Rawls stated that this was still out to bid with nothing conclusive. Mr. Rawls stated

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again that allocations for a gymnasium was about \$100 a square foot due to the fact that it was a public facility and had the increased height of a gym which would really be a multi-purpose building.

Vice-Mayor Weiner asked if anyone had approached the Community Redevelopment Agency to see if it would be willing to finance this project. Mr. Rawls agreed that was an option that had not been explored.

Mr. Willi indicated that he would provide copies to Council of these budget presentation documents. He stated that he would be meeting with Mr. Wallace and each of the departments and the results would be available at the August 2nd meeting.

Councilmember Cox asked if the second assistant town administrator had been funded and Mr. Willi stated that Council's direction was needed to add this position for a proposed reorganization. He advised that his theory was to divide the Town's departments into service providers and operating components. Mr. Willi indicated that the addition of a second assistant town administrator position would allow the additional oversight needed to run these departments efficiently. He added that space constraints would add an obstacle that would require additional supervision, as well as the change in number of departments from nine to ten for the Town.

Vice-Mayor Weiner assured Mr. Willi that Council would give this reorganization plan much thought and he thanked him for formulating this plan, as did Mayor Venis. Mr. Willi added that he would provide a needs analysis, as well.

Councilmember Clark asked that information on how much was available for emergency contingency be available on August 2.

Mr. Wallace stated that financial statements had been released and a new law changed how information was recorded. He advised that under the new reporting model, there was approximately \$3.5 million in reserves which was about \$1 million less than last year. Mr. Willi added that he did not recommend using any reserves for recurring operating expenses and he would report findings to Councilmember Clark stating that according to the newest reporting model the Town had deficit net assets of about \$500,000.

There being no objections or further business, the meeting was adjourned at 8:56 p.m.

APPROVED _____

Mayor/Councilmember

Town Clerk