

**TOWN OF DAVIE
BUDGET WORKSHOP
JUNE 18, 2007**

The meeting was called to order at 12:12 p.m. and was followed by the Pledge of Allegiance.

Present at the meeting were Mayor Truex, Vice-Mayor Caletka, Councilmembers Crowley, Luis and Starkey. Also present were Town Administrator Shimun, Town Attorney Cherof, and Town Clerk Muniz recording the meeting.

Mr. Shimun explained that since Tallahassee had given staff an idea what their budget cuts would be, Council could consider where to trim the budget. He said that around July 1st, the numbers should be in from the Property Appraiser's Office informing what the figures would be for the year. Mr. Shimun recommended setting a mid-July date for the next budget workshop to review those figures. Council tentatively decided to meet on July 19th at 6:30 p.m.

Mr. Shimun described how the tax rollback would be affected by the property tax changes. He said that the departments were asked to look at rolling back 17%, in the event the voters passed the proposed changes in January 2008. Mr. Shimun said they had "taken that route which will have the least impact on services to get us to where we need to be this upcoming fiscal year."

Mr. Shimun described specific reductions in the administrative and legislative areas, and Councilmember Crowley questioned what reductions would be made in the "Davie Update" and "Davie TV." Mr. Shimun responded that reductions were planned in the capital outlays.

Councilmember Starkey felt Council could do more on local lobbying efforts such as the School Board, so additional cuts could be made there. Mayor Truex suggested Council reduce the number of lobbyists to one, and Vice-Mayor Caletka agreed. Councilmember Starkey recommended they cut \$40,000 from the lobbyist total, without specifying which lobbyist would be removed.

Councilmember Luis pointed out that between 2005 and 2007, expenses had increased 50%. He suggested that a consultant be hired to analyze each department's growth in the past few years, and find areas where there might be duplication of work. Vice-Mayor Caletka said he and Councilmember Starkey had already suggested this. Councilmember Luis estimated this might cost \$50,000, but felt this was a small percentage of the total budget of over \$100 million. Mayor Truex agreed with the concept, but felt that "that's what we're hired for, is to do this budget." He did not believe there was time for an outside analysis prior to approving this budget.

Councilmember Starkey felt it was Council's responsibility to review the budget proposed by Mr. Shimun and determine the areas they felt could be cut. Mr. Shimun suggested Council take the materials presented this evening and review them for a more detailed discussion at their next meeting. He advised that he was having lunch the following day with an individual who was experienced with efficiency reviews, with whom he would discuss costs and timelines for such an analysis.

Vice-Mayor Caletka suggested considering outsourcing the Technology and Information Management Department. Councilmember Starkey suggested consolidating the office equipment maintenance programs. Mr. Shimun explained to Councilmember Crowley that individual departments determined how cuts in education and training memberships could be made.

Acting Budget and Finance Director Carol Menke outlined the proposed reductions in her department.

Town Clerk Muniz described the proposed cuts for the Town Clerk's Office. Vice-Mayor Caletka was strongly opposed to all department directors having a Town vehicle. Town Clerk Muniz explained that not every department director had a Town vehicle. He advised that he was a member of the Emergency Management Team and each member had a vehicle for that purpose. Councilmember Starkey asked for an analysis of the Town's cars and Mayor Truex and Vice-Mayor Caletka agreed. Councilmember Crowley felt Council must set a policy regarding vehicle use. Mayor Truex stated that he wanted "a report of where we are and a policy of how those were awarded." Ms. Menke suggested that car allowances be added to this report.

Development Services Director Mark Kutney described proposed cuts in his department. He explained that in order to meet the 17% reduction, 18 positions needed to be eliminated. Mr. Kutney informed Councilmember Crowley that 15 of these positions were currently vacant, so at least one employee would be laid off. Councilmembers were concerned about reductions in Code Compliance. Councilmember Crowley felt the Code Compliance process was already slow. Mayor Truex agreed.

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Police Chief John George felt that a 17% reduction was “totally unrealistic,” noting that the department’s staffing was still at the 2003-2004 level. Councilmember Starkey was uncomfortable with the internal crime lab because of the additional expenditures and personnel required. She thought tasks such as these should be given to the Broward Sheriff’s Office, and the Town should concentrate on providing additional road patrol officers.

Chief George explained the loss of experienced personnel due to retirement, and his difficulty in keeping fully staffed. He stated they were increasing road officer patrol staff. Regarding the crime lab, Chief George informed Councilmember Starkey that they had civilianized those positions, and pointed out that “the Sheriff’s Office is not going to come out to your house to fingerprint your house for burglaries.” Crime scene technicians performed these tasks to allow police officers to get back on the street.

Chief George informed Vice-Mayor Caletka that the department was required to make a 15% contribution to the trust fund, and he estimated that they had made a 17- 20% contribution. Vice-Mayor Caletka suggested that as well as eliminating a major’s position, Chief George should consider eliminating a captain’s position and use those funds to hire patrol officers. Chief George said that the department was already at a minimum operational level for supervisory officers.

Mayor Truex suggesting reducing school resource officers in elementary schools. Councilmember Starkey explained the advantages of having local resource officers rather than Broward Sheriff’s Office deputies. Chief George said he was awaiting a legal opinion from another city’s attorney regarding whether the Town should be responsible for funding crossing guards.

Councilmember Luis asked about the possible cost savings if the Police Department went to 12-hour shifts. Chief George explained that this was a negotiation item, not something he had control over. He pointed out that the current schedule included an overlap that provided double staffing at key times. In preparation for contract discussions, Councilmember Starkey wanted information on how many additional patrol officers they could have if they changed shift lengths. Mayor Truex suggested Mr. Shimun explore the possibility of transferring some of the school resource officers to patrol positions.

Fire Chief Don DiPetrillo described proposed cuts in the Fire Department. He explained that 86% of his budget comprised personnel costs. Half of the remaining budget was for operating expenses he did not control, so most of the reductions must come from vacant or projected positions. At the 8% reduction level, five firefighter/paramedic positions and four lieutenant positions would have to be eliminated. Vice-Mayor Caletka said reducing firefighter positions without reducing more management positions or any other costs seemed “reckless.” Chief DiPetrillo explained that he did not have the ability to cut operating expenses without closing a fire station and described why the current management staff was required.

Vice-Mayor Caletka recommended “cutting your management staff by half and using that money to save as many firefighters on the line as possible.” He added that, “if I vote against the budget when it comes time, for one reason, one reason only, I think it’s because you have too many managers and not enough actual firefighters on the street.” Councilmember Starkey cautioned Vice-Mayor Caletka against voting against the entire budget based on a single issue. Chief DiPetrillo explained that 128 people were required to staff the existing fire stations and he currently had 130.5. He pointed out that he had identified \$1.9 million for reductions.

Mayor Truex agreed that most people would prefer more firefighters and fewer administrators, but admitted that both he and Vice-Mayor Caletka had no experience in firefighting administration. He suggested that Vice-Mayor Caletka discuss his concerns with Chief DiPetrillo.

Public Works Director Manny Diez explained the proposed cuts in the Public Works Department. He stated that there were seven vacant positions, which they would leave unfilled. He added that the amount of contracted janitorial services and mowing would be reduced by 40% and perform those activities in-house. Additionally, tree trimming and sidewalk repair would also be done in-house. Mayor Truex asked if they could direct the contractors to perform services less often, since it was less expensive for contractors to do the work. Mr. Diez felt they could manage this better in-house, and noted that in-house scheduling could be more flexible as well. He explained they would bid the entire project so they could compare the contractor/in-house costs.

Parks & Recreation Director Dennis Andresky explained the proposed cuts for his department based on 5%, 15% and 17% decreases. Councilmember Starkey asked if an increase in fees had been factored into Mr. Andresky’s figures. Mr. Andresky responded that an increase had not been incorporated into the 5% decrease figures, but was in the 15% and 17% figures.

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Special Projects Director Bonnie Stafiej described proposed cuts to her department. She stated they were increasing fees for event participation and parking to generate additional revenue. Council agreed to continue to allow non-profit organizations to handle the Spring Festival parking.

Human Resources Director Mark Alan explained the proposed cuts for his department at 8.5% and 17%. To achieve the 8.5% reduction, he proposed eliminating two high school intern positions and all departmental education and training. To achieve the 17% reduction, he would also eliminate the Human Resource Assistant position. Mayor Truex asked about the elimination of random drug testing. Mr. Alan explained they would still maintain the ability to perform post-accident and probable cause drug testing.

Housing and Community Development Director Shirley Taylor-Prakelt described proposed cuts to her department. Since hers was the smallest department, she stated that there was not a lot of room to cut. To attain a 12% cut, she recommended cutting the position of the unfilled recreation leader position. Her staff would also give up all education, travel and tuition reimbursement. Councilmembers agreed they did not want to see the at-risk youth program eliminated.

Mr. Shimun asked Council to review the information and present any questions at the July 19th meeting. He agreed to coordinate meetings that Council requested with the department directors. Council requested organizational charts for all departments.

Vice-Mayor Caletka requested information on possible cost savings for outsourcing the Technology and Information Management, Budget and Finance and Human Resources departments.

There being no further business to discuss and no objections, the meeting was adjourned at 3:08 p.m.

Approved _____

Mayor/Councilmember

Town Clerk