

**TOWN COUNCIL  
WORKSHOP MEETING  
AUGUST 5, 1996**

The meeting was called to order at 9:20 a.m. Present were Mayor Venis (departed 12:00 p.m.), Vice-Mayor Cox (arrived 9:25 a.m.) and Councilmembers Bush and Santini. Also present were Town Administrator Flatley, Town Attorney Webber and Town Clerk Reinfeld recording the meeting. Councilmember Kiar was absent.

**1. Goals/Budget Workshop**

Mr. Flatley stated that the goals had previously been distributed and indicated that the voters would decide about the police/fire/EMS facility on the September ballot. He advised that the Town's goals included: the downtown, the enhancement of recreational programming, the continuation of the multi-purpose trail system, the media and beautification program, the Comprehensive Plan Update, the telecommunications ordinance, the Griffin Road widening, the branch library aspirations, the Economic Development Strategic Plan, the public/private venture with the Arena, the dumpster enclosure, the grand opening for the Old Davie School, the aquaculture facility, Westfair, and the Boys and Girls Club. Other goals included, the South Florida Educational Complex, the Education, Research and Training Authority, the Traffic Management Authority, a special university zoning district, the Downtown bikeway program, and annexations of some unincorporated pockets were also anticipated.

Mr. Flatley continued that Town information, welcome signs and the "Davie Update" were also targets. He said western acreage lifestyle in the Equestrian District should be a continuing goal. He concluded that the impact fees on the Alarm Ordinance were in process.

Christopher Wallace, Director of Budget and Finance, was introduced to explain the new year's budget which was similar to the existing budget. He said the budget was developed with Council's concern to maintain the tax rate as a priority, however, voter debt service was difficult to control.

Mr. Wallace stated that property taxes had increased significantly due to new construction and other matters. He said homestead property increases would be limited to approximately 2.7% and explained that taxes from utilities had remained fairly constant. The increase, he said, was due to annexations of the mobile home parks.

Mr. Wallace continued that revenues from the cable franchise had been forecast to be 5%. He remarked that the revenues from the State had been reduced each year and related the \$200,000 error that had been imposed. Mr. Wallace said that the annexation of the Silver Oaks population had not been included and the intergovernmental revenue figure would increase with the correction of that figure.

Mr. Wallace stated that the Interim Service Fee had been implemented that year. Plans for impact fees to help pay for police and fire capital would be provided by the first of September.

Funding challenges in the future would strain the ability to maintain property taxes, Mr. Wallace predicted. He said that although revenues had grown, so had expenses and advised that the budget was approximately \$500,000 out of balance. Mr. Wallace said he believed the adjustment could be made in the operating budget at the expense of some goals.

The EMS issue was detailed by Mr. Wallace and related that the cost to each

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single family home would \$40 to \$50. Charging an EMS fee or raising property taxes to cover the expense would be required at the workshop, he said.

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Councilmember Santini inquired if any promotion to attract commercial dollars for the revenue side of the budget was planned and said that this should be a goal. She asked if it was possible for the Town to grow their own trees for the Live Oak Program. She suggested a cooperative effort with local nurseries be explored. Discussion ensued.

Mayor Venis questioned the need to raise \$500,000 for maintaining EMS services as suggested by Council. Mr. Wallace clarified that cuts would be required, fees imposed or property taxes raised.

Mayor Venis restated Council's desire to maintain the millage rate, placing the costs for EMS services in a special assessment rate. He asked what would be required to keep the millage rate constant and the EMS fee at \$26 per household. Mr. Wallace responded cuts of approximately \$1 million would be required. Mr. Wallace explained the total EMS cost was about \$41 per household with a total budgetary cost of approximately \$1.3 million. He stated that the \$684,000 figure was for the LifeFleet contract. Mr. Wallace said funding for the EMS coordinator and secretarial positions, and supplies and materials for outfitting ALS engines were additional expenses, along with the cost of collection and assessment.

Councilmember Santini mentioned that payroll costs appeared to have doubled. Mr. Wallace responded that the police budget had increased 13% without adding any personnel. Outside of the Police Department, he said the budget generally assumed a pay increase of 3% depending upon inflation. He reiterated police and fire accounted for the majority of the budget increases as the cost of providing quality service had increased.

Mr. Wallace remarked that payroll costs had increased, although no new personnel had been hired. Discussion followed.

*Budget and Finance*

Mr. Wallace indicated that his department's goal did not cost any money and he was forecasting that the same procedures would be followed the next fiscal year. He stated that his department would be looking at personnel costs to determine the increase. Mr. Wallace advised that his department's goals included: water and sewer evaluation, looking at new revenue sources, closing on bond issues, upgrading computer system, looking to restrict accumulation of employee leave time, and seeking the Government Finance Officers Association's Distinguished Budget Presentation Award for 1997 and Certificate of Achievement for Financial Reporting for 1995.

*Administrative Services*

Gail Reinfeld, Director of Administrative Services, detailed goals which included: a clerical classification study; codification of Personnel Rules and Regulations; employee training on harassment, workplace violence, and hostile work environment; purchase of a new copy machine; new Code Books for the public to buy; and codification of Charter changes should a change be approved by the voters.

Councilmember Santini inquired about election costs and asked about changing elections from March to November. Ms. Reinfeld said the matter could be reviewed.

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Ms. Reinfeld stated that the department was requesting money to purchase an audio tape duplicating machine and expressed the importance of providing tapes for the benefit of the public. She indicated that should a redistricting study be needed, this study would cost approximately \$5,000.

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Councilmember Santini suggested that the Town video record Council meetings. Ms. Reinfeld indicated that a recorder would need to be purchased. Mr. Wallace reminded Council that tapes would need to be stored. Councilmember Santini indicated that the tapes could be kept for one year.

*Community Services*

Sharon Pierce-Kent, Director of Community Services, explained goals and budgetary matters for Community Services. She said additional sports fields, parking, maintenance compounds, a concession stand, lighting at the in-line skating rink and completion of the irrigation project were included.

Town information signs were still being addressed, Ms. Pierce-Kent said. Electrical service for the scoreboard at Shenandoah Park was also included, she stated.

Ms. Pierce-Kent continued with a justification of personnel increase requests. She said they were operating at a minimal staff. Mr. Wallace remarked that research into outsourcing/contracting out for field preparation and maintenance had been done and the conclusion was that Ms. Pierce-Kent was providing the best possible service.

Private after school care funding and personnel training was discussed by Ms. Pierce-Kent. She said subsidizing scholarships was being researched. She said recreational, social and educational items would be addressed in the anticipated RFP. Councilmember Santini asked if the plan could be tied into the Seahawk Program.

Ms. Pierce-Kent discussed improvements in the telephone system software program to facilitate public service and provide credit card payment availability. Mr. Wallace clarified that the Town would be required to appropriate money for the credit card fees which would be incurred should such a service be implemented. He said the fees could not be co-mingled.

Vice-Mayor Cox inquired about adding a service fee to the user's card. Mr. Wallace suggested that the matter be evaluated.

Mr. Flatley mentioned Jack Nicholson's involvement in the arena. He said a request for proposal would be developed by Mr. Nicholson along with preparation of pre-bid meetings and assistance in review of candidates.

Vice-Mayor Cox inquired about the increase in rental contracts for the arena. Bonnie Stafiej, Special Projects Coordinator, responded that lower scale type events had increased. Discussion followed.

Vice-Mayor Cox asked if the parking fees were deposited to a special account. Mr. Wallace responded that deposits were placed in a separate account on the revenue side of the budget.

Councilmember Santini stated the importance of generating new and larger events for the arena. She inquired if the noise ordinance discouraged concerts at the arena. Ms. Stafiej responded negatively.

Ms. Pierce-Kent mentioned a portable public address system for each of the centers had been requested. She stated there was only one available which required transportation from place to place.

Ms. Pierce-Kent said the possibility of another community school in west Davie was being explored. Councilmember Santini recommended a request for citizen input be published in the "Davie Update" as a tear-out advertisement.

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*Fire Department*

Michael Donati, Fire Chief, provided an explanation of the budget for the Fire Department. He said the funding for two transport units and the conversion of engines for ALS purposes could be generated from Debt Services. He described the conversion process.

Mr. Wallace stated that some items were included in Capital Projects budget. He explained specific matters.

Union contract challenges were addressed and the difficulties in negotiations were discussed. Vice-Mayor Cox inquired about developing a budget without contract figures.

*Police Department* The Police Department budget was described by Major John Tucker and Captain John George. Major Tucker explained the computer aided improvements desired and expansion of the motorcycle fleet was detailed. Mr. Wallace stated that no new personnel had been included in the budget.

Mayor Venis expressed that the motorcycle and canine units were very important. Mr. Wallace said the canine unit budgetary figure would be \$150,000.

Councilmember Santini stated that the personnel had been budgeted but the dogs and vehicles had not. Captain George said existing vehicles could probably be adapted and suggested the matter be re-evaluated. Discussion began regarding the different duties of patrol, motorcycle and canine officers.

Mr. Wallace addressed operating expense items and said that the items listed for replacement were mandatory even if the bond issue did not pass. He explained that any type of computer equipment or vehicle was automatically funded.

Councilmember Santini inquired about grants. Mr. Wallace responded that the matching funds were not included in the budget. Decisions for hiring police personnel and providing matching grant funds would be decided separately, Mr. Wallace said.

Councilmember Santini said that mounted patrol should be encouraged. Captain George stated funding for the trailer and feed would be required. Mayor Venis also recommended continuing mounted patrols.

Major Tucker described the Crime Analyst Program and said that a professional individual would be responsible for sensitive information along with efficient manpower utilization. Mr. Wallace stated that the total cost was \$12,500 for training, equipment and upgrading a position. Councilmember Santini recommended that this Program be put on hold until more research could be done. Mr. Wallace suggested possible implementation at the six month budget review.

Mr. Flatley inquired if the false alarm program and campus police issues were scheduled for October and November. Major Tucker responded affirmatively. Mayor Venis asked if the software for the false alarm program had been successful. Mr. Wallace replied that the Police Department had checked with City of Hallandale officials and the implementation of the program would begin after September.

Major Tucker stated that of the eight new Police Service Aides requested, six would be assigned to the Road Patrol Division. Extensive discussion followed. Vice-Mayor Cox inquired if the Aides would have access to the laptop computers. Captain George replied the 40 laptops were for officer use only. An increase in the laptop system could be requested the following year, he said.

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The request for an additional finance clerk position was discussed. Mr. Wallace stated that the payroll timekeeping system was being replaced the following year. He reiterated that no new positions had been included in the budget.

Councilmember Santini asked if the Development Services department's goals could include adding the number of children per household, which would change the school concurrency. She expressed the importance due to increased population. Michele Mellgren, Director of Development Services, stated that the matter would be discussed.

*Utilities Department*

Dan Colabella, Director of Utilities, explained the budget items for the Utilities Department and said that the money saved from several projects could be allocated to the waste water treatment plant. He focused on many specific issues with discussion following.

Mr. Flatley inquired about streetscapes. Mr. Wallace stated the issue would be reviewed.

*Development Services*

Ms. Mellgren said staff would be reviewing the Building Division's operations and providing a report. She discussed extensive customer assistance that the Division provides.

Ms. Mellgren addressed the need for two planners and one planning aides position which could be achieved through no long term impact to the general fund. She indicated that with the vacancy of a senior level planning position and funding from the Community Development Block Grant (CDGB) allocation, the salaries and benefits of the three positions would be covered. Mr. Flatley suggested checking on utilizing college interns who could be given increased responsibilities.

Councilmember Santini discussed laptop computers and mentioned charging an administrative fee to hear new Code Enforcement cases.

Mr. Wallace discussed the Community Redevelopment Agency's expense of \$100,000. Ms. Mellgren stated the possibility of attaining that money through the CDGB. Mr. Wallace suggested borrowing streetscape monies in the beginning of the year.

There being no objections or further business, the meeting was adjourned at 12:51 p.m.

APPROVED \_\_\_\_\_

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Mayor/Councilmember

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Town Clerk