

**TOWN OF DAVIE
VISION AND GOAL SETTING WORKSHOP
FEBRUARY 16, 2011**

1. CALL TO ORDER

The meeting was called to order at 5:04 p.m. and was followed by the Pledge of Allegiance.

2. ROLL CALL

Present at the meeting were Mayor Paul, Vice-Mayor Starkey and Councilmembers Caletka, Hattan and Luis. Also present were Interim Town Administrator Chief Montopoli, Mr. Rayson, and Assistant Town Clerk Roig recording the meeting.

3. VISION AND GOAL SETTING

- Budget Process

Budget and Finance Director Bill Ackerman pointed out that the Town was facing a tough year and for the fifth consecutive year would face a deficit. He stated the budget had dropped 10% since 2007.

Mr. Ackerman projected a \$4.16 million deficit for the upcoming year. The main reason for the decrease was the ad valorem revenue, which would be reduced by approximately 4%. There was a one-time \$1 million Wheelabrator bonus payment and some other non-recurring revenues such as the communication service tax adjustment. At the State level, Mr. Ackerman said they did not know what would occur in Tallahassee, but intergovernmental revenue could be impacted significantly and unfunded mandates could be created.

Regarding expenses, Mr. Ackerman said there was \$400,000 in one-time expenditures that they would not have next year. He estimated that payroll would be impacted slightly by over \$2 million due to the FOPA contract pay increases. For non-represented employees, there would be no merit or step increases, but they were budgeting a 2.5% COLA. Mr. Ackerman said the pension plan contributions for general management were at a break even pace and he hoped to have the figures for police and fire next month.

Mr. Ackerman said Broward Sheriff's Office (BSO) might charge the Town \$1.9 million for 911 dispatch expenses, and Interim Town Administrator Chief Montopoli was considering options for the next fiscal year.

Regarding the budget calendar, Mr. Ackerman said staff wished direction from Council stating their priorities. Next, they would coordinate with the Interim Town Administrator on the direction for departments to follow. The budget process would begin Town-wide in March. In April and May, they would begin a draft budget and they would compile, review, and adjust the draft budget in June. Over the summer, they would conduct budget workshops and bring forward the proposed millage rate and preliminary rate assessments for fire and solid waste. In September, public hearings would be held.

- Sustainability Action Plan

Planning and Zoning Manager David Quigley introduced the new Sustainability Action Plan (SAP) and Greenhouse Gas Inventory to be added to the strategic planning. He said the consultants would soon complete the Greenhouse Gas Inventory, which was designed to work with the International Council for Local Environmental Initiatives (ICLEI) platform. This would allow them to upload information into a nationwide database to benchmark against similar communities and track progress over time. Mr. Quigley said the SAP was the business plan that helped identify targets and the means to achieve them.

Mr. Quigley remarked that the Town had a good opportunity to utilize their urban forestry program as a carbon sequestration component; the more forest they had, the more greenhouse gasses were offset. This could be used for mitigation credits.

Mr. Quigley explained the SAP would be in five phases, the first of which would be to build institutional capacity to track greenhouse gasses and make improvements. He said their goal would be to seek grants and partnerships and also use Town money. Mr. Quigley stated they looked at implementation of the SAP as part of the capital budget.

Councilmember Luis asked about the carbon offsets, and noted this would increase residents' favorable opinion of increasing open space, not just for environmental reasons but also because it would help the Town monetarily. Mayor Paul had attended a workshop that explained how much carbon a tree could absorb, relating it to motor vehicle output. She felt this would have a tremendous impact on the community. Councilmember Caletka noted that implementing the SAP now would make the Town eligible for benefits. They would also be ahead of the curve regarding future compliance requirements.

Mr. Muniz said the Strategic Planning Committee had grouped programs into five priority categories, and he asked Council to rank their top five. Mr. Muniz outlined Council's rankings in the five categories and said this would be utilized on the Strategic Planning Committee and to help the Town Administrator make budget decisions. Mr. Muniz stated departments had also submitted budget requests, totaling \$1.712 million, which Mr. Muniz distributed.

Mayor Paul acknowledged this was another difficult budget year, and she hoped they could resist raising the millage rate and fire fee. She wished there to be better communication between departments. She added it would be very difficult to add any new positions.

Councilmember Caletka reiterated his distaste for any increase in the fire assessment, and said he did not want an increase in the millage rate but would keep an open mind. He asked if there would be an increase in reserves based on lower spending. Mr. Ackerman said they anticipated breaking even. Councilmember Caletka wanted to concentrate on maintaining the existing programs and if there were extra funds, they could determine where to spend it.

Councilmember Hattan also favored not increasing the fire assessment or millage rate.

Vice-Mayor Starkey agreed with maintaining the millage rate, and favored a hiring freeze. She noted there was a long-term plan to increase the fire assessment and said she would keep an open mind regarding this. Vice-Mayor Starkey wanted to look at programs and minutes processes for advisory boards to make them more self-sufficient.

Councilmember Luis stated he wished the Town had an administrator during this process; he wanted to see an administrator's opinions regarding critical needs and areas that could be cut.

Mr. Muniz informed Vice-Mayor Starkey that department heads had provided their wish lists, but other items could come up during the budget process.

Mayor Paul felt that Councilmembers' priorities provided staff direction. She believed the SAP would bring about efficiency and encourage innovative ideas.

4. ADJOURNMENT

There being no further business to discuss and no objections, the meeting was adjourned at 5:49 p.m.

Approved _____

Mayor/Councilmember

Town Clerk