

RESOLUTION NO. R 2021-200

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR AND TOWN COUNCIL TO ESTABLISH A POLICY AND PROCEDURES FOR A VETERAN'S VOUCHER PROGRAM TO HONOR VETERANS IN THE TOWN OF DAVIE; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Davie wishes to provide a policy and procedures for implementing a Veterans Voucher Program to honor veterans in the Town of Davie; and

WHEREAS, it is in the best interest of the Town to approve said policy for implementation of a Veterans Voucher Program.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE THAT:

Section 1. Legislative Findings/Recitals. The above recitals are hereby adopted by the Town of Davie as its legislative findings relative to the subjects and matters set forth in this Resolution.

Section 2. The Mayor and Town Council hereby approves the Town Policy for the Veterans Voucher Program to honor veterans in the Town of Davie.

Section 3. Conflict. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

Section 4. Severability. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, it is the intent of the Town Council that such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application and, to this end, the provisions of this Resolution are declared severable.

Section 5. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 28TH DAY OF JULY, 2021.


MAYOR/COUNCILMEMBER

ATTEST:

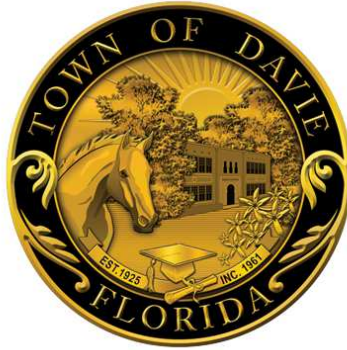

TOWN CLERK

APPROVED THIS 28TH DAY OF JULY, 2021.

Approved as to Form and Legality:


TOWN ATTORNEY

**TOWN OF DAVIE
DEPARTMENT OF PARKS, RECREATION AND CULTURAL ARTS**



Veterans Voucher Program Policy and Procedure

July 28th, 2021

SUMMARY OF REVISED, DELETED, OR ADDED MATERIAL

This operating procedure and policy shall be incorporated with all Town of Davie Operating Procedures and Policies and does not replace any existing policy or procedure.

Revision	Date	Responsible Department	Description of Change
1	July 28, 2021	Parks, Recreation and Cultural Arts	Initial Release

APPROVALS:

Parks, Recreation and Cultural Arts Director

Date

Mayor

Date

Town Administrator

Date

1-1. POLICY

It is the policy of the Town of Davie to provide exceptional customer services and programs to our residents.

1-2. DEFINITIONS.

Veteran Voucher Program: is a program to honor Davie residents who are veterans of our military and armed forces by providing vouchers to purchase meals from local restaurants for seven days during the week of Veteran's Day.

Veteran: a person who has served in the United States armed forces and has been honorably discharged.

1-3. SCOPE.

This operating procedure applies to the annual program that will take place for seven days during the week of Veteran's Day. This program was created as a Town initiative through the Strategic Planning Committee. An eligible veteran will be able to use the voucher during the seven-day period at predetermined participating local restaurants. Davie veterans will be able to register for the program beginning October 1st. The program is limited to the first 100 Davie eligible veterans who register, and each voucher will have a value of \$25.

1-4. PURPOSE.

To establish guidelines and procedures for maintaining the integrity of the Town of Davie Veterans Voucher Program.

1-5. PROCEDURES.

- A. An open call to restaurants through the Town's Purchasing Division will be conducted to determine restaurants that will participate in the Veteran's Voucher Program.
 - B. The voucher will have a \$25 value, with the Town of Davie contributing \$20 for each voucher, and participating restaurants contributing \$5.
 - C. Participating restaurant locations must have an active Business Tax Receipt (BTR) and no outstanding code fines, liens, or active cases. Town staff shall verify this information prior to the restaurant being allowed to participate in the program.
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- D. Marketing materials related to the Veterans Voucher Program will be sent out by the Parks, Recreation, and Cultural Arts Department and the Town of Davie Public Information Office to promote the program prior to the registration process.
 - E. Starting October 1st, qualified veterans are eligible to receive one (1), \$25 restaurant voucher at participating restaurants to be used during the seven days of Veterans Day week.
 - F. Veterans requesting vouchers must appear in person, present proof of service with one of the following: a DD214 or NGB-22, valid FL driver's license with Veteran designation, Military Retirement Card, or medical card from Veterans Affairs (VA). Service members must have been honorably discharged in order to qualify for a voucher. Veterans must also present proof of Davie residency with a valid driver's license or utility bill showing residence.
 - G. Upon providing verification, eligible veterans will receive a non-transferrable voucher to be used at participating Davie restaurants.
 - H. Vouchers have no cash value.
 - I. Vouchers may be used to purchase consumable items from the participating restaurants, alcoholic beverages are not included in the program.
 - J. Participating restaurant owners and managers will have full understanding of the implementation of the Veterans Voucher Program.
 - K. The Town of Davie will be responsible for the creation and distribution of all materials related to the Veterans Voucher Program.
 - L. Participating restaurants will be reimbursed for redeemed vouchers the week immediately following the conclusion of the voucher program. All vouchers and receipts will be verified by Town staff prior to reimbursement. Reimbursements will be made via Town of Davie P-card, pursuant to Town of Davie Policy SOP #24-016 Discretionary Spending.
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**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

Item Number: 16.

To: Mayor and Councilmembers
From: Jeffrey Pohlman, Director of Parks, Recreation, and Cultural Arts (954)797-1163
Prepared By: Chad Pezoldt, Assistant Director of Parks, Recreation and Cultural Arts (954)797-1151 - Parks and Rec
Subject: Resolution
Affected District: Town Wide
Item Request: Schedule for Council Meeting

Title of Agenda Item: **POLICY - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR AND TOWN COUNCIL TO ESTABLISH A POLICY AND PROCEDURES FOR A VETERANS VOUCHER PROGRAM TO HONOR VETERANS IN THE TOWN OF DAVIE; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Executive Summary: The Resolution accompanied by the policy and procedures establishes guidelines for the implementation of a Veteran Voucher Program to honor Davie residents who are veterans of our military and armed forces by providing vouchers, with a \$25 value, to purchase meals from local restaurants for seven days during the week of Veterans Day. Eligible veterans may receive one non-transferrable voucher to be used at predetermined designated restaurants. Initially, this pilot program will fund a total of 125 vouchers in the first year. This program was created as a Town initiative through the Strategic Planning Committee to promote local businesses while honoring our retired servicemen and women.

Key Points:

- The Resolution adopts policies and procedures for Veterans Voucher Program to honor veterans in the Town of Davie.
- Each voucher will have a maximum value of \$25 which may be redeemed during the week of Veterans Day at participating restaurants.
- Eligible veterans may receive one non-transferrable voucher.
- The first year of the pilot program will fund 125 vouchers.
- This program was created as a Town initiative through the Strategic Planning Committee.

Previous Actions:

Concurrences:

Fiscal Impact:

Has request been budgeted?	Yes
If yes expected cost:	\$2,500
Account name and number:	Donations (Parks, Recreation, and Cultural Arts) 001.18.100.572-58201
If no, amount needed:	
Account name funds will be appropriated from	
Additional Comments	Funding included in FY22 Draft Budget.

Recommendation: Motion to approve

Strategic Goals This Item Supports:

Commitment to Customer Satisfaction, Dedication to Excellence in Service Delivery, Creating an Environment that is Conducive to Innovation, Creativity, and Collaboration, Nurturing the health, safety, and welfare of the community

ATTACHMENTS:

F file Name	Description
<input type="checkbox"/> Veterans_Voucher.docx	Resolution
<input type="checkbox"/> Veterans_Voucher_Program_SOP_2021_-_Final.doc	Policy and Procedure