

**TOWN OF DAVIE**  
**BUDGET WORKSHOP MEETING**  
**JUNE 8, 2016**

**1. PLEDGE OF ALLEGIANCE**

The meeting was called to order at 4:02 p.m. and was followed by the Pledge of Allegiance.

**2. ROLL CALL**

Present at the meeting were Mayor Paul, Vice-Mayor Luis and Councilmembers Caletka, Hattan and Starkey. Also present were Town Administrator Lemack, Assistant Town Administrator Lewis, Town Attorney Rayson and Town Clerk Roig recording the meeting.

**3. BUDGET**

Mr. Lemack announced they had a balanced budget without using General Fund reserves. He described the strategic and budget objectives:

- Fiscal Stability
- Continue to adjust Town service delivery levels to meet population growth
- Preserve and invest in recreational amenities
- Grant Assistance for Operating and Capital expenditures

Mr. Lemack said they had identified a method to reduce the Town's operating millage rate from 5.819 to 5.0799, reflecting a sustained commitment to continue in the right direction. Reductions in the Solid Waste Assessment, the debt service millage, operating millage, coupled with a \$23 increase in the Fire Assessment Fee would allow residents with a Solid Waste Assessment to see a reduction in their tax bills. Residents without a Solid Waste Assessment may see a slight increase in overall taxes.

Budget and Finance Director Bill Ackerman provided an overview of the 2017 budget.

General Fund Proposed Budget:

- Increase of \$4.8 million or 4.2%

Compared to 2016:

- Ad Valorem – \$2.8 million Increase
- Fire Assessment – \$1.5 million Increase
- Recycling Revenue – \$442k Decrease
- FP&L Utility Tax & Franchise Fees – \$875k Increase
- State Revenue Sharing – \$214k Increase
- Half Cent Sales Tax – \$316k Increase
- SWR Contractual Services – \$184k Increase
- PRCA Revenue – \$122k Increase
- Communications Services Taxes – \$166k Decrease
- Seminole Compact – \$225k Decrease
- Use of Reserves for CIP – \$990k Decrease

Mr. Ackerman explained that the increase in revenue was caused by an increase in the millage rate, new construction and an increase in property values.

Mr. Ackerman described the Millage Rate Scenarios:

- Proposed millage rate: 5.0799
  - Allowable with 2/3 vote
  - Advertised tax increase
  - Estimated ad valorem revenue of \$40,234,230 (at 95% receipt rate)
- Est. Rolled-back millage rate: 4.8018
  - Allowable with simple majority vote
  - No advertised tax increase
  - Estimated ad valorem revenue decrease \$2,202,630 (at 95% receipt rate)

- Est. Maximum majority vote millage rate: 4.9819
  - Allowable with simple majority vote
  - Advertised tax increase
- Estimated ad valorem revenue decrease \$776,187 (at 95% receipt rate)

Mr. Ackerman pointed out the impact of personnel on expenses and noted they had kept personnel costs at 70% to 72% of the budget since 2013.

Mr. Ackerman compared the Town's millage rate and Fire Assessment to other Broward County municipalities and stated their millage rate was lower than all but two other full-service municipalities and the Fire Assessment was 18<sup>th</sup> in the County.

Mr. Ackerman discussed CIP Funding:

- Facts
  - The Town formalized a partial funding source for CIP \$834k operating transfer for FY 2017 CIP
  - CIP has had several different funding options over the years (reserves, operating revenue, bonds, other funding sources)
- Issue
  - An aging infrastructure and a growing municipality
  - CIP needs are expected to continue to grow

Mr. Ackerman explained that General Fund expenditures would increase by \$4.8 million, most of which was attributable to personnel expenses. Public safety made up 68% of the Town's General Fund budget, an increase from 65% last year, which was due to the SAFER grants and additional Police positions. Mr. Ackerman described personnel COLA, step and pension costs, position changes and reclassifications and their impacts on the budget.

Mr. Lemack reviewed the positions that would be added and eliminated and reclassified for 2017:

- Town Administrator Department
  - Add Fleet Manager
- Human Resources Department
  - Add Assistant Human Resources Director
  - Add Human Resources Manager
  - Add Human Resources Assistant
  - Eliminate Risk Manager
  - Eliminate Human Resources Analyst
  - Eliminate Assistant Risk Manager Coordinator
- Community Redevelopment Agency
  - Eliminate CRA Consultant PT
- Police Department
  - Add 1 full time and 1 part time Code Compliance Inspector (the part time will be for the CRA)
  - Add Records Manager
  - Add Police Sergeant
  - Add 2 Police Officers
- Fire
  - Add Assistant Fire Chief
- Utilities
  - Add Electro Technician
  - Add Utility Maintenance Mechanic
  - Eliminate Plant Operator I
- Information Technology Department
  - Add Secretary Confidential (part-time)
  - Add Desktop Support Coordinator
  - Eliminate Temporary GIS Manager

- Planning and Zoning
  - Add Code Compliance Inspector (BTR)
- Budget and Finance Department
  - Eliminate Temporary Procurement Manager

Reclassifications:

- Operations and Management Professional I to Assistant Parks Recreation and Cultural Arts Director (PRCA)
- Senior Operations Manager to Recreation Coordinator (PRCA)
- Crew Leader to Events Specialist (PRCA)
- Public Relations Assistant to Administrative Services Coordinator (TA)
- Attorney – Equity Adjustment (Town Attorney Office)
- 2 Maintenance Tech I to Maintenance Tech II (PW)
- Maintenance Tech I Will Call to Maintenance Tech I Part-Time (PW)
- Operations Supervisor to Superintendent (PW)
- Network Support Technician to Desktop Support Coordinator (IT)
- Info Systems Specialist I to Help Desk Support Technician (IT)
- Regulatory Technician PT to Regulatory Technician FT (UT)
- 3 Plant Operator I to Plant Operator II (UT)

Mayor Paul clarified that the attorney position was for an assistant Town Attorney, who was titled simply “attorney.”

Mr. Ackerman recalled they had re-funded some debt per Council’s direction last year, resulting in a savings to residents. Next year, the \$9.8 million General Obligation bond and \$6 million Public Improvement bond would both end. Property owners would see additional savings on their property taxes.

Mr. Ackerman explained how the proposed budget changes would affect property owners. On a home valued at \$250,000, ad valorem taxes would increase \$8.49; Debt Service would decrease \$18.08; the Solid Waste Assessment would decrease \$23.00 and the Fire Assessment would increase \$23.00 for a net decrease of \$9.59.

Mr. Ackerman stated they would have their ad valorem numbers in the next few weeks and they would adjust their estimates accordingly.

Future meeting dates:

- Next Budget Workshop
  - July 27 at 4:00pm
- Community Endowment / CIP
  - Community Endowment Workshop – August 3 at 5:00
  - CIP Workshop – August 3 at 5:30
- Special Assessment Hearing
  - September 14 at Noon
- Budget Hearings
  - September 7 & 21 at 5:01pm (coincide with Council meetings)

Councilmember Caletka said he had no philosophical issues with the budget but encouraged the Police and Fire Department to look internally when filling positions.

Councilmember Starkey requested a breakdown in the remaining Open Space Bond balances by district. She asked why more overtime was anticipated in the Building Department next year. She also wished to see the Civil Citation program extend to Code Enforcement. Councilmember Caletka said they had used this when conducting a sweep in District 1 and it had been very effective. Mr. Lemack stated with habitual offenders, the Police would forego the usual cooperative compliance initiative and go straight to a fine.

Councilmember Caletka recalled that last year at this time he had been very critical of Code Enforcement but this had turned completely around. He thanked Code Enforcement for their efforts.

**4. ADJOURNMENT**

There being no further business to discuss and no objections, the meeting was adjourned at 4:59 p.m.

Approved \_\_\_\_\_

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Mayor/Councilmember

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Town Clerk