

TOWN OF DAVIE
VISION AND GOAL SETTING WORKSHOP
APRIL 7, 2016

1. PLEDGE OF ALLEGIANCE

The meeting was called to order at 8:54 a.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, Deputy Town Administrator Lewis, Assistant Town Administrator Holste, Town Attorney Rayson and Town Clerk Roig recording the meeting.

3. VISION AND GOAL SETTING

Mr. Lemack introduced Union representatives, students from the Public Affairs Academy Program, and Budget Advisory Committee members who were attendance. He announced that the Town's Special Recognition Award would go to Sgt. Rob Choquette of the Davie Police Department.

Mr. Lemack said he would discuss:

- The Strategic Plan
- The Budget Outlook
- The Capital Improvement Update
- Economic Development
- Departmental Updates
- CRA Update
- Public Records Issues
- Police Department/Code Enforcement
- Initiatives
- Council Input

Regarding the Strategic Plan, Mr. Lemack said they were currently on target to meet present demands but they must be able to meet growing demands. Mr. Lewis provided an update on the Strategic Plan. Budget priorities included: financial stability, responsible economic growth and infrastructure development.

Bill Ackerman, Budget and Finance Director, described the five-year financial forecast. He cautioned that most expenses would outpace the rate of revenue growth and the current projection did not assume fully funding their infrastructure costs. Mr. Ackerman projected a \$2.7 million deficit in 2017. He mentioned the impact the new collective bargaining agreement, pension reform, the solid waste and fire assessments and the reduced millage rate had on the forecast. He described steps Council had taken to increase the funding ratios for all pension plans.

Mr. Lemack said in order to meet critical needs, they had taken advantage of the unique circumstance to increase revenue while lowering the aggregate tax bill and solid waste assessment for residents. He pointed out that their greatest demand was in Fire Services. Lowering the operating and debt service millage and the Solid Waste Assessment and raising the Fire Assessment would result in zero change in residents' costs but would provide the Town an additional \$900,000 in revenue and Mr. Lemack asked if Council would support this. Except for Councilmember Caletka, Council supported this idea.

Mr. Holste reviewed the Capital Improvement Plan projects and funding sources. Mayor Paul asked about the Sunny Lake building and Mr. Holste stated Public Works had evaluated it and determined

there was some mold but not the dangerous black mold, so the building could be saved. Council asked staff to provide Council with the balances left in the Open Space Bond Fund.

Vice-Mayor Luis asked for the timeframe for the VanKirk property and Mr. Holste said re-design would take four to six months and they would hold community meetings with residents to determine their desires for the parcel.

Mr. Holste discussed the Capital Improvement Plan regarding Governor Leroy Collins Park, the Town Hall Space Study and the Betty Booth Roberts Park Expansion. He asked if Council would support allocating General Fund reserves toward the main portion of Phase 1 of Governor Leroy Collins Park. Mayor Paul said Friends of the Farm Park were raising funds and she believed once construction began, it would be easier to solicit donations for naming the buildings. Councilmember Starkey suggested scaling down the project so it could be accomplished sooner. Mr. Holste said they had already hired an architect to work on the site design, which would be brought to Council for consideration. He added that they had grant commitments that might not be easy to change.

Mr. Lemack reiterated that the design would be presented to Council and they could decide to value engineer parts of the project after they had preliminary plans, after which they could solicit in-kind services. Councilmember Caletka favored moving forward with design and site development spending. He knew that once they had a design, it would be easier to seek outside funding. Councilmember Hattan wished to move forward with the Welcome and Education center as well. Councilmember Starkey agreed to moving forward with the design and site development costs, then staff should return to Council with the design to review, when they would decide on moving forward with the Welcome and Education Center. Mayor Paul stated three Councilmembers wished to move forward with the design and site development costs as well as the Welcome and Education Center.

Mr. Holste asked if Council would support allocating \$50,000 from General Reserves for a Town Hall space study and Council agreed.

Mr. Holste discussed the proposed expansion of Betty Booth Roberts Park and asked if Council would support allocating funds from the District 1 Open Space Bond toward the purchase of the Roberts property to expand the park and Council agreed.

Mr. Holste provided an Economic Development update of residential and commercial /industrial developments.

Mr. Ackerman provided the department updates. He discussed the Broward County Office of the Inspector General Inquiry regarding the Town's P-Card transactions and said Procurement staff would continue to conduct trainings on the Town's Purchasing Policies and Procedures. Mr. Rayson asked when the investigation would be concluded but Mr. Ackerman said the OIG's office had informed him they were very busy and could not provide an estimate.

Mr. Ackerman reported that Town Administration and the Budget and Finance Department had developed a Discretionary Spending Policy which clearly outlined expenditures that were allowable, allowable with prior written approval and not allowable. He stated he would draft a resolution to make this policy part of the Town's standard operating procedures for Council's approval.

Giovanni Moss, Community Development Director, provided an update on the Community Redevelopment Agency projects. Mr. Moss informed Councilmember Starkey that Council would select a consultant in May and it would take a year for the P3 process to be completed.

Mr. Lemack explained to Council that they were instituting new policies regarding Town-issued or stipend-funded employee cell phones and texting so texts could be preserved in accordance with public records laws. Nelson Martin, IT Director, provided technical information about the texting application the Town would use.

Danny Stallone, Code Compliance Official, reported on improvements in Code Enforcement and the Lien Amnesty Program. He asked if Council would support renewing the Lien Amnesty program for another six months and if they would authorize the Town Attorney to begin foreclosure proceedings for active liens on non-homestead properties. Council agreed to both. Councilmember Starkey wanted to explore ways to be more proactive to prevent properties being cited. Mr. Stallone said the "Code Blitz" program, which entailed directing all inspectors to one specific area, was meant to address this.

Ms. Roig described the GovQA program they used for managing public records across Town departments and with residents.

Mayor Paul asked about online bill-paying and Mr. Ackerman explained the system was working well; residents could pay with a credit card and there was a fee involved.

David Flaherty, Parks and Recreation Director, gave a presentation on the Davie Golf and Country Club. He reviewed the course's history; provided statistics about the course's utilization and reviewed the budget for the last five years. Regarding course management, Mr. Flaherty reported Greenway worked very well with the Town had they had contributed \$51,840 toward improvements in the last three years. He stated staff would present Council with a new agreement with Greenway before December 2016. This may include terms for a new clubhouse because Greenway had expressed an interest in financially participating in that project. Council agreed staff should move forward with this.

Mr. Flaherty provided an update on the Marando Farms project. He said Marando Farms would bring other vendors onto the property.

Mr. Flaherty described the Artificial Turf project for the Town's sports fields. The project had been postponed because of concerns over the crumb rubber used for infill and staff was worried this black material would make the fields too warm. Mr. Flaherty explained that the industry standard was crumb rubber but there was a product called "Cool Play" that was used over the crumb rubber that was grey and therefore did not absorb as much heat. Other options for fill included Envirofill and organic infill, both of which would increase costs significantly and in the case of organic fill, would require additional maintenance. Mr. Flaherty provided costs for the fields with crumb rubber versus Envirofill. He provided the results of studies on crumb rubber related to performance and safety and said there was no reason for concern. Council directed staff to move forward with the artificial turf project.

Mr. Lemack gave a presentation on the Red Light Camera program. He related the statistics regarding offenses and recidivism and said they believed the program was working. He asked if Council wished to continue the program at the current four locations for one more year. Mayor Paul, Councilmember Hattan and Councilmember Starkey wanted to continue the program.

Police Captain Moore provided an update on the Police body camera program. Hurdles included legislative, IT infrastructure load and cost. He explained that start-up costs ranged from \$150,000 to \$360,000; annual costs ranged from \$132,000 to \$275,000. There would also be hidden costs and on-site storage costs. Captain Moore reported that eight municipalities in Broward County had instituted partial or pilot programs or were researching program costs. The plan in Davie was to perform research, develop policy, perform testing and investigate funding options in 2017-2018, to launch a pilot program in 2019 and to implement in phases from 2019 through 2021.

Laura Borgesi, Town Engineer, described options for maintenance of private roadways in the Town. She said United Ranches and Majestic Groves had approached the Town about helping with the maintenance. Options included repaving, milling and repaving and rebuilding, depending on the condition of the road. Estimated costs for needed maintenance in United Ranches were \$869,975, which could be assessed to property owners on a three or five-year repayment schedule ranging from \$662 per year to \$2,806. Majestic Groves' roads only required repaving, and the costs would total approximately \$410,550 which could be repaid by property owners over three years or five at a cost of \$735 to \$1,183. Mr. Holste asked if Council wanted to move forward, utilizing General Fund Reserves.

Councilmember Starkey thought the assessment should be based on the square footage of the road. She asked if property owners opposed to the assessment could legally fight it. Mr. Rayson reported they could try, but he felt this would be frivolous. If the majority of property owners had approved it, a plaintiff in a lawsuit would not prevail.

Mayor Paul said everyone in Majestic Groves had road frontage so she agreed with assessing when the community voted for it by a majority. In United Ranches, the roads had been an issue for a long time, and while they worked through the process, the Town could make emergency repairs as needed. She felt assessing by frontage would be the best way in United Ranches. Councilmember Caletka agreed that the assessment should be based on square footage of the road, but felt that the United Ranches assessment should require 60% approval of the residents. Mr. Lemack said they needed a study to

determine the best legal method with which to proceed regarding the assessments. Council agreed to move forward with staff's recommendation.

Mr. Holste discussed the Town's Business Tax Receipts (BTR) and proposed a 5% increase, which was allowed every two years per Florida statute. This would support adding an inspector position for BTR and Solid Waste Franchise enforcement. Council consented to the increase.

Mr. Holste described the Recyclebank Program, which rewarded residents for participating in recycling. He said continuing the program would result in funding a deficit of \$56,000 each year and asked if Council wished to continue the program. Council agreed to discontinue the program.

Mr. Lemack summarized Council's input from the meeting. He said staff would take Council's direction today and incorporate it into the budget process. They would conduct four employee budget workshops, four or five District Community meetings, two public budget workshops and then adoption of the FY 2017 budget. He thanked staff, Council and everyone in attendance.

4. ADJOURNMENT

There being no further business to discuss and no objections, the meeting was adjourned at 1:30 p.m.

Approved _____

Mayor/Councilmember

Town Clerk