

MINUTES OF MEETING  
DANIA BEACH CITY COMMISSION  
BUDGET WORKSHOP  
WEDNESDAY, AUGUST 28, 2019 – 10:00 A.M.  
(RECESSED AND RECONVENED ON  
WEDNESDAY, SEPTEMBER 11, 2019 – 10:30 A.M.)

1. Call to Order/Roll Call

Mayor Lewellen called the meeting to order at 10:33 a.m.

Present:

Mayor:	Lori Lewellen
Vice-Mayor:	Lauren Odman
Commissioners:	Chickie Brandimarte (arrived at 11:15 a.m.) Bill Harris Tamara James
City Manager:	Ana M. Garcia, ICMA-CM
City Attorney:	Thomas Ansbro
City Clerk:	Thomas Schneider

2. Brief Presentation

City Manager Garcia noted when we began working on the budget, we faced a nearly \$2 million deficit. We have balanced the budget and this time next year, we will be opening a brand new fire station. She noted the increase in new construction and revenue was the lowest since 2014. This is a challenging budget, but we were able to find unneeded allocations in Public Services' budget.

Nicki Satterfield, Director of Finance, presented a PowerPoint overview of the proposed budget, which is attached to and incorporated into these minutes.

City Manager Garcia addressed the issue of lowering the millage rate and the ramifications of doing so. She drew comparisons to other cities that have not planned well for the future.

A brief discussion ensued about the EMS truck.

City Manager Garcia reviewed the 5-year capital plan for fire rescue emergency services.

A brief discussion ensued regarding charitable donations.

City Manager Garcia spoke of the Commission contingency; it should really be used for emergencies. It is important to lay the groundwork and use it for something that is unplanned.

A brief discussion ensued regarding the community bus. City Manager Garcia spoke of the need for a transit study in light of the County penny sales tax.

City Manager Garcia addressed the funded position requests and re-class of positions, including the GIS Specialist.

City Manager Garcia emphasized this is a sound budget in a very challenging year.

### 3. Discussion

Commissioner James noted she does not want to pursue the 2<sup>nd</sup> floor renovations until a workshop is held. She felt the procurement person position should be changed to Procurement Manager. Additionally, the Administrative Assistant for the Commission should have political and government knowledge; they should be able to do more than only scheduling Commissioners' travel and appointments.

Commissioner Brandimarte arrived at 11:15 a.m.

Discussion ensued regarding a Chief Procurement Officer.

Vice-Mayor Odman felt the Administrative Assistant should have prior municipal experience. Regarding the 2<sup>nd</sup> floor renovations, she questioned what the FEMA grant money would be used for.

City Manager Garcia explained it is for hardening the building.

Vice-Mayor Odman questioned the need for individual offices for the Commissioners. She recommended getting rid of the surplus in storage and cleaning up the area.

Commissioner Brandimarte suggested a higher amount be spent on cleaning up the 2<sup>nd</sup> floor space.

Commissioner James felt Commissioners should have an individual space and she wants to workshop this topic.

Mayor Lewellen felt we should not spend a large amount on the 2<sup>nd</sup> floor.

City Manager Garcia suggested it be cleaned up and an assessment made of the space.

The Commission consensus was to not exceed \$25,000.00 on the 2<sup>nd</sup> floor at this time.

Vice-Mayor Odman questioned the phone apps for businesses and residents.

Mayor Lewellen confirmed that the procurement person would centralize purchasing.

Commissioner James questioned the travel and training line item.

City Manager Garcia noted the amount in the proposed budget is a placeholder for what the actual expenditures would be.

The Commission consensus was to keep the travel and training budget for individual Commissioners as it is.

Discussion ensued regarding the State of the City video.

Commissioner James felt the \$7,000.00 should be reduced.

City Manager Garcia noted that amount is an historical amount; we negotiate with every vendor.

Commissioner James questioned the Chamber of Commerce directory and miscellaneous sponsorships under the Commission budget.

Finance Director Satterfield noted the sponsorships are those that come up throughout the year that were not budgeted for.

City Attorney Ansbro reviewed the information provided to the Commission regarding reduction in costs in the Legal Department, hiring an assistant city attorney, and absorbing the work that has been outsourced. The total savings would be approximately \$200,000.00. A copy of the information is attached to and incorporated into these minutes.

Discussion ensued regarding the City Attorney's pension.

Vice-Mayor Odman noted if City Attorney Ansbro can make the numbers work, she would be happy for him to stay on as City Attorney.

Commissioner James wants to be sure we have a not-to-exceed amount for the outsourcing of legal work.

Commissioner Brandimarte noted she did not have to meet with City Attorney Ansbro; experience means more than the money. She does not want to see a mistake made by getting a new attorney.

Mayor Lewellen suggested negotiating with one of the firms that responded to the RFP to find an assistant city attorney.

Commissioner Brandimarte felt we should leave this up to City Attorney Ansbro.

Mayor Lewellen recessed the meeting at 12:01 p.m. and reconvened the meeting on Wednesday, September 11, 2019 at 10:31 a.m. with everyone present as before except for City Attorney Ansbro, who was represented by Outside Counsel James White.

Mayor Lewellen called for a moment of silence in commemoration of 9-11.

City Manager Garcia and Finance Director Satterfield gave a brief presentation, which is attached to and incorporated into these minutes.

Commissioner James asked if there were any renovations on I.T. Parker planned in the budget.

City Manager Garcia noted plans for the renovations are underway; Parks & Recreation and Public Services are working together.

Commissioner Brandimarte questioned new cancer benefits for Firefighters.

Director of Finance Satterfield responded this would be provided for in the BSO contract.

Discussion ensued regarding the charitable donations.

Mayor Lewellen is concerned there are a lot of organizations that are normally funded by the County who are requesting funding from the City. It seems like every time an organization comes for funding, the Commission gives it to them; this is a bad precedent. Not every city makes charitable donations.

Commissioner Brandimarte agreed \$22,000.00 over what was allocated for charitable donations is too much.

Commissioner Harris felt we should appoint a donation committee to make a recommendation to the Commission. He questioned donations made to schools when Broward County is sitting on unspent bond money.

Commissioner James addressed charitable donations made to the schools.

City Manager Garcia questioned the accountability of funding given to the schools; with money given to our after school programs, we have accountability.

Mayor Lewellen said we have to realize that spending \$60,000 on donations is getting out of control. She agreed with forming a donations committee and suggested perhaps we limit donations to \$1,000.00 per organization.

Vice-Mayor Odman suggested the Commission go through the list and determine the amounts to be allocated.

City Manager Garcia recommended the Commission stay within the \$40,000.00 budgeted and then determine the amount for each organization.

The Commission reviewed the organizations and tentatively determined the following donation amounts:

- Aging & Disability Resource Center - \$4,000
- Jubilee Center of South Broward - \$1,000
- Tamara James Foundation - \$1,500
- Women in Distress - \$1,500
- Friends of the Library – to be determined
- Broward 211 - \$1,000
- Broward Children’s Center - \$1,500
- Liberia Economic & Social Development - \$0
- Prestige Club of SW Broward - \$1,000
- Hollywood Florida Scholarship Foundation - \$1,500
- Junior Achievement of South Florida - \$0
- For the Love of Our Nation Corp - \$1,250
- Early Learning Coalition of Broward - \$1,000
- Royal Palm Chapter #121 - \$500
- Chris Hixon Scholarship Foundation - \$2,500
- Gangrel’s Wrestling Asylum – to be determined

Commissioner James suggested capping off the donations at \$25,000.00 and coming back to workshop who is getting what money. She noted we need another budget workshop for all the other items that need to be discussed.

The Commission consensus was to hold another budget workshop at 1:00 p.m. on September 12, 2019. (Note: As a result of the discussion at the CRA Board Budget Workshop which immediately followed this meeting, the September 12<sup>th</sup> budget workshop was not held.)

4. Adjournment

Mayor Lewellen adjourned the meeting at 11:54 a.m.

ATTEST:

  
THOMAS SCHNEIDER, CMC  
CITY CLERK



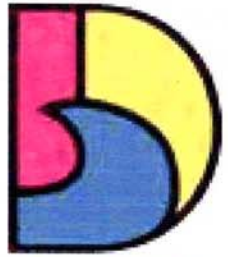
CITY OF DANIA BEACH

  
LORI LEWELLEN  
MAYOR

Approved: September 23, 2019

Minutes of Budget Workshop  
Dania Beach City Commission  
Wednesday, August 28, 2019 – 10:00 a.m.

Recessed & Reconvened on Wednesday, September 11, 2019 – 10:30 a.m.



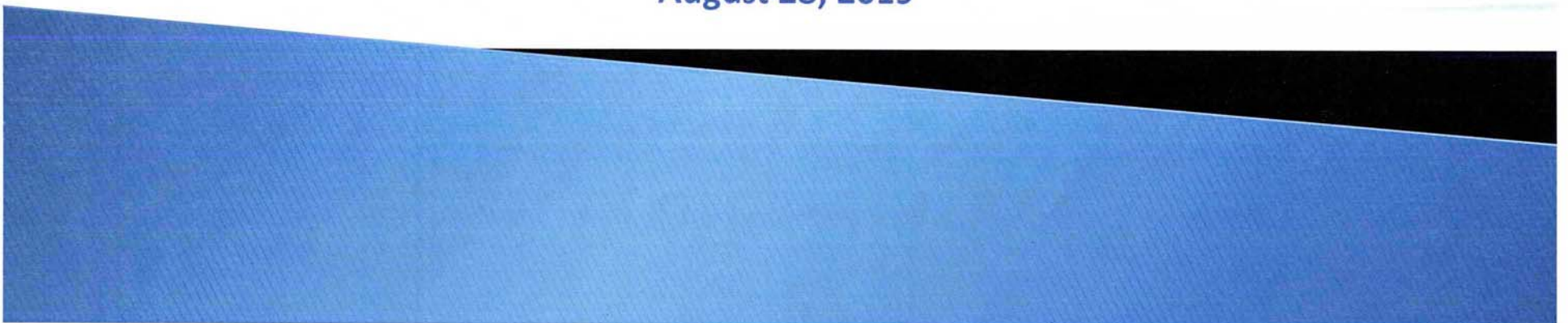
DANIA BEACH  
SEA IT. LIVE IT. LOVE IT.

# City of Dania Beach

City Manager's Recommended  
FY 2020 Budget

Investing in Our Future  
Clear Bold Vision for Dania Beach

Commission Workshop  
August 28, 2019





# Preliminary Budget Actions Taken July 23

- Taxes = maintain existing millage **5.9998 mills**
  - “rolled back” millage rate - 5.9305 mills
- Voter Approved Debt millage **.1690 mills**
- Set 1<sup>st</sup> Budget Public Hearing

Thursday 9/12/2019 @ 5:01 p.m. at Dania Beach City Hall

- Fire-Rescue Assessment (no change) **\$ 223.75 yr.**  
(provides appx same revenue as last year; 69% of fire protection costs)
- Stormwater Assessment (no change) **\$ 40.00 yr.**
- Residential Solid Waste (adj. of \$7.08 yr.) **\$ 365.52 yr.**





# City Property Values

## *Steady Growth*

### City Property Values increasing for the seventh consecutive year

▶ 2009 values	3,142,559,344	(-6.8%)
▶ 2010	2,939,189,103	(-8.1%)
▶ 2011	2,688,806,173	(-1.9%)
▶ 2012	2,550,120,331	( .18%)
▶ 2013	2,671,694,774	(5.40%)
▶ <b>2014</b>	<b>2,791,734,052</b>	<b>(4.49%)</b>
▶ 2015	2,968,068,927	(7.49%)
▶ 2016	3,210,803,862	(9.90%)
▶ 2017	3,851,792,288	(20.68%)
▶ 2018	4,126,098,540	(7.12%)
▶ 2019	4,275,390,819	(4.54%)

### City revenues providing funds for community

	<u>Property Taxes</u>
▶ 2009 revenues	\$16,798,253
▶ 2010	\$16,750,836
▶ 2011	\$15,872,847
▶ 2012	\$15,604,005
▶ 2013	\$16,102,658
▶ 2014	\$16,749,846
▶ 2015	\$17,807,820
▶ 2016	\$18,387,922
▶ 2017	\$22,085,125
▶ 2018	\$23,517,978
▶ 2019	\$24,368,916



# City Property Values

## *Steady Growth*

### Tax Base by Classification

	<u>2017</u>	<u>2018</u>	<u>2019</u>
▶ Residential	50.7%	51.2%	50.4%
▶ Hotels	7.9%	8.2%	9.4%
▶ Commercial	23.9%	23.0%	23.0%
▶ Industrial	15.9%	15.9%	15.6%
▶ Other	1.6%	1.6%	1.5%

### Average Home Values

	Single Family (5,228)	Condominiums (3,340)
Market Value	\$270,778	\$143,349
Assessed Value	\$192,490	\$123,321
Taxable Value	\$158,482	\$105,167

*\*Approximately 38% of properties are homesteaded. Other remaining 62% are non-homesteaded, commercial, industrial*





# City Property Values

## *Steady Growth*

What does this mean overall for the City?

- ▶ \$185M increase in taxable values over last year
- ▶ \$138M is due to new construction, addition, major rehabilitation
- ▶ \$850K increased revenue to General Fund for FY 20

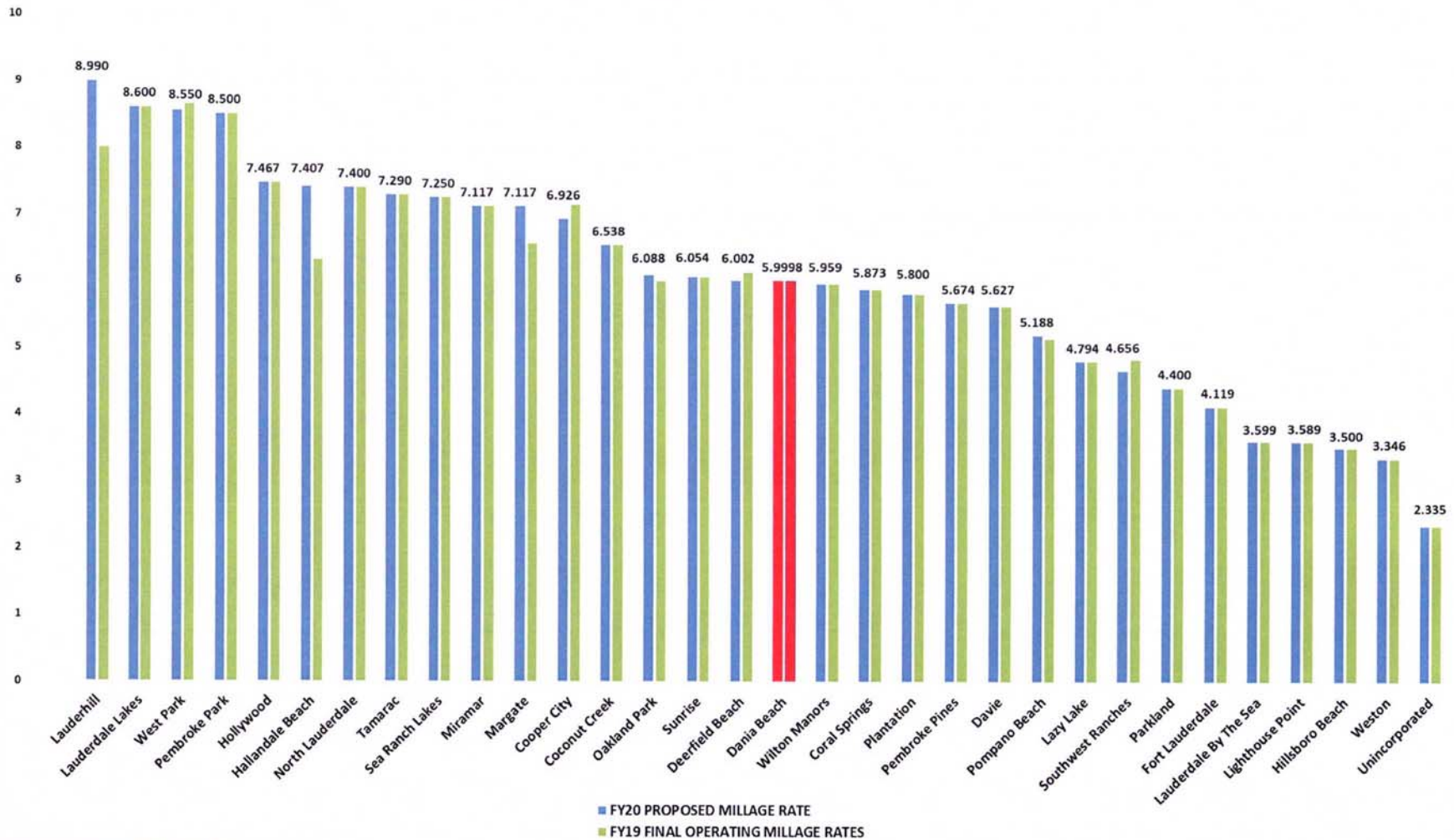
TRANSLATION





# City Millage Comparison

Operating Millage Rate Comparison FY 2019 Final & FY 2020 Proposed





# Revenue Loss .1 Mil

Millage 5.9998 to 5.898

.1 Mil Reduction = \$406,162 in Yr 1  
= \$812,324+ in Yr 2  
= \$1,218,486+ in YR 3

- ▶ There is a compounding effect: Loss of revenue on an increase in values in future years

Median Residential Value \$158K = \$1.33 mo.

1 EMS Rescue Vehicle ~ \$450,000

\$406K ~ 200,000 Trees

\$406K ~ 43 Solar Lights

1 Engine ~ \$1,300,000 or 3 years of revenue loss





# A Challenging Budget

## “Providing More with Less”

- ▶ Staggered growth (timing is everything!)
- ▶ Original General Fund budget deficit (\$1.8M)
- ▶ \$850M increase in property tax revenue immediately consumed by annual public safety cost increases of \$1.2M (annual fire & police operating increases, fire chief, radios)
- ▶ Budget team overcame challenge through strategic planning and is pleased to present a balanced budget





# Budget Focus & Major Initiatives

- ▶ Investment in City Team
  - Key additional positions, implementation of comp & class, rising health care
- ▶ City appearance, beautification & infrastructure
  - Improvement to roadways, street lighting, cemetery, city buildings, city parks, pier, water, sewer, & stormwater
- ▶ Public Safety
  - Fire chief, contract costs, police & fire radios communications
- ▶ Capital Plan & Strategic Plan Initiatives
- ▶ Sustaining funding of pension plans & OPEB costs





# Budget Focus & Major Initiatives

## Five Year Plan Fire Rescue Plan

- ▶ District Chief 2019
  - ▶ Fiscal 2020 – New Rescue Truck Received in October 2019
  - ▶ October 2020 – Purchase 2 more Rescue trucks received in 2021
  - ▶ Mid-year May 2021 – Fund personnel for Station 93
  - ▶ Mid-year May 2022 – Fund addt'l personnel Station 93
  - ▶ Fiscal 2022 – Order Fire Truck Delivery in 2023
  - ▶ Fiscal 2023 – Order Fire Truck Deliver in 2024
- \*\* Provides 1 New Station, 3 New Rescue, 2 New Fire Trucks and Personnel – In History of DB Biggest Commitment to Fire Rescue Emergency Services**





# General Fund Highlights

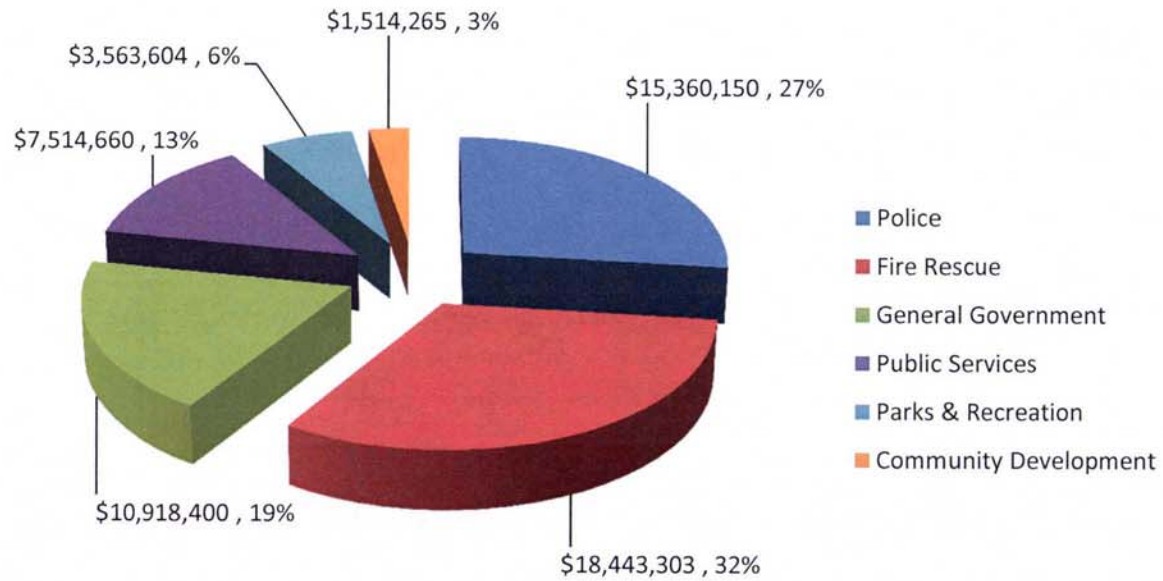
## What's Included?

- ❖ No increase to operating property tax rate
- ❖ Use of \$300k undesignated fund balance:
  - \$200K for Oasis XVI Project**
  - \$100K City Hall 2<sup>nd</sup> Floor Renovations**

### Public Safety Contract Cost \$26.2M

- Police services \$13.9M to \$14.4M ~3.2% (includes radios)
- Fire Rescue services \$12.1M to \$12.9M ~7.3% (includes radios & fire chief)

## General Fund Expenditures by Function



Total General Fund Budget \$57,314,382

\*Public Safety ~ \$33.8M or 59% of the General Fund Budget  
(includes police & fire contract cost and pension obligations)

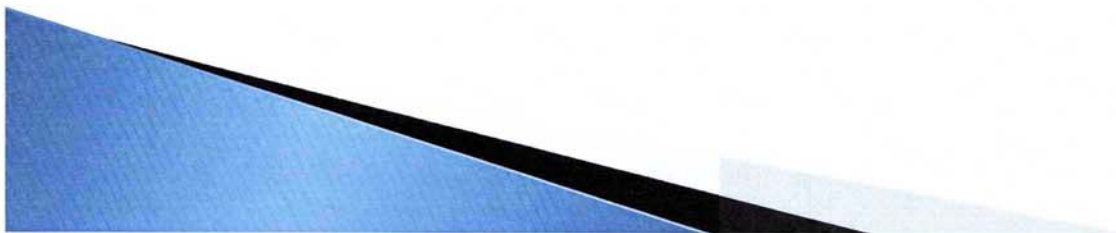


# General Fund Highlights

## What's Included?

### City Commission

▶ Grant Writer (Contractual)	\$ 35K
▶ Chamber Funding (Incl. \$5k for Directory)	\$ 45K
▶ Legislative Consultant	\$ 55K
▶ Lobbyist Consultant	\$ 45K
▶ Expense Allowance (approved by CC)	\$ 20K
▶ Travel Expenses (based on FY 19 actual)	\$ 36K
▶ Aids to Private Organizations	\$ 40K
▶ Commission Contingency	\$100K
◦ Social Media RFP	\$30K
◦ City App	\$10K





# General Fund Highlights

## What's Included?

### ▶ Aids to Private Organizations – FY19

◦ FY 2019 Original Approved Budget –		\$40,000
◦ FY 2019 Amended Budget –		\$62,700
• Aging & Disability Resource Center	\$6,370	
• Jubilee Center of South Broward	\$1,350	
• Tamara James Foundation	\$2,730	
• Women in Distress	\$3,640	
• Friends of the Library	\$3,640	
• Broward 211	\$1,820	
• Broward Children's Center	\$2,730	
• Liberia Economic & Social Dev. Inc.	\$1,820	
• Prestige Club of SW Broward	\$3,640	
• Hollywood Florida Scholarship Foundation	\$2,730	
• For the Love of Our Nation Corp	\$2,000	
• Early Learning Coalition of Broward	\$1,365	
• Royal Palm Chapter #121	\$1,365	
• Collins Elementary	\$2,000*	
• Dania Elementary	\$2,000*	
• Olsen Middle School	\$2,000*	
• Attucks Middle School	\$2,000*	
• Mary M. Bethune Elementary	\$2,000*	
• Hollywood Hills High School	\$2,000*	
• South Broward High School	\$2,000*	
• Gangrel's Wrestling Asylum Inc.	\$1,000*	
• Chris Hixon Scholarship Foundation	\$5,000	
• Friends of the Library (Addtl Funding)	\$2,500*	
• American Cancer Society	\$5,000*	
* Items approved after adoption of budget		





# General Fund Highlights

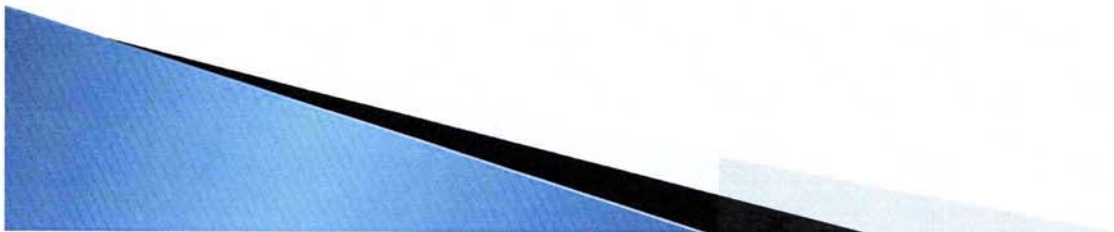
## What's Included?

### ▶ Commission Contingency – FY19

◦ FY 2019 Original Approved Budget –		\$82,758
◦ FY 2019 Uses		
• Charitable Donations (Schools)	\$14,200	
• MLK Ticket Purchase for GALA	\$ 320	
• All Pro Painting – City Hall Exterior	\$32,450	
• BSO Roof Repair – Addt'l Funds	\$ 4,156	
• Gangrel's Wrestling Donation	\$ 1,000	
• Seniors Program	\$ 5,000	
• Gracefully Aging	\$ 5,000	
• Mid-Year Budget Adjustment	\$13,440	
• American Cancer Society	\$ 5,000	
• Cemetery Dedication	\$ 2,912*	

Remaining Balance

\$ 0





# General Fund Highlights

## What's Included?

### City Manager

- ▶ Strategic Plan –Set Vision, Mission & Priorities \$25K
- ▶ HR Contractual Support – Overall Personnel Assessment including personnel files to ensure audit recommendations met \$20K

### Parks & Recreation

- ▶ Lifeguard Radios \$ 44K
- ▶ Adler Park – Tables & Benches \$ 10K
- ▶ PJ Meli Pool Heaters \$ 41K
- ▶ Dania Beach Seniors \$ 30K
- ▶ Gracefully Aging Seniors \$ 30K
- ▶ MLK Funding \$ 15K
- ▶ Athletic Program Funds (Football, Baseball, Soccer, Etc.) \$ 39K
- ▶ Community Bus\* \$222K
- ▶ Holiday Lighting \$ 18K

\* Possible future reduction via penny sales tax



# General Fund Highlights

## What's Included?

### Public Services Construction Maint. Division

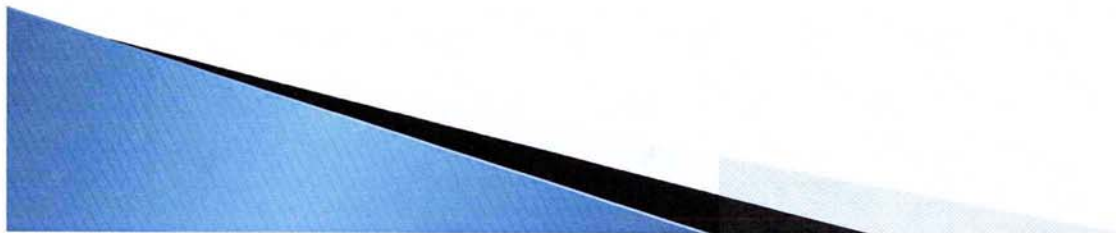
- ▶ Solar Light Maintenance \$ 60K
- ▶ City Hall 2<sup>nd</sup> Floor Renovations (Funded from reserves) \$100K
  - ▶ To be determined

### Public Services Streets Division

- ▶ Roadway & Alleyway Repaving \$395K
- ▶ Sidewalks (Citywide & 50/50) \$115K
- ▶ Pavement Marking & Signage \$ 35K
- ▶ Bridge Inspections \$ 15K
- ▶ Oasis XVI Improvement Project (Funded from reserves) \$200K

### Public Services Fleet Division

- ▶ John Deere Gator (Streets Division) \$ 12K
- ▶ John Deere Backhoe (25% Gen/25% WA/25% SW/25%STW) \$105K
- ▶ John Deere Mini Excavator (25% Gen/25% WA/25% SW/25%STW) \$ 65K
- ▶ F250 Replace Unit 611 (Parks Maintenance Division) \$ 47K





# Funded Position Requests (7 FTE'S)

## All Funds

### City Commission

- ▶ Administrative Coordinator \$ 89K

### City Manager

- ▶ Chief Procurement Officer—(centralize purchasing/support for all City depts.)\* \$ 146K

### City Attorney

- ▶ Assistant City Attorney (funded from reduction in contractual) \$ 227K
- ▶ PT Administrative Assistant (funded from reduction in contractual) \$ 23K

### City Clerk

- ▶ Records Specialist - Change PT to FT \$ 37K

### Recreation

- ▶ 2 Recreation Assistant - PT \$ 53K
- ▶ Assistant Parks & Recreation Director \$ 130K

### Public Services

- ▶ Treatment Plant Operator B (Water) \$ 90K

\* Chief Procurement Office is expensed in the General Fund. However, cost is recaptured from various other funds through annual cost allocation plan

\*\*All costs are estimates inclusive of benefits





# Reclass Positions All Funds

## Finance

- ▶ Accounting Assistant Position to Accountant \$ 5K

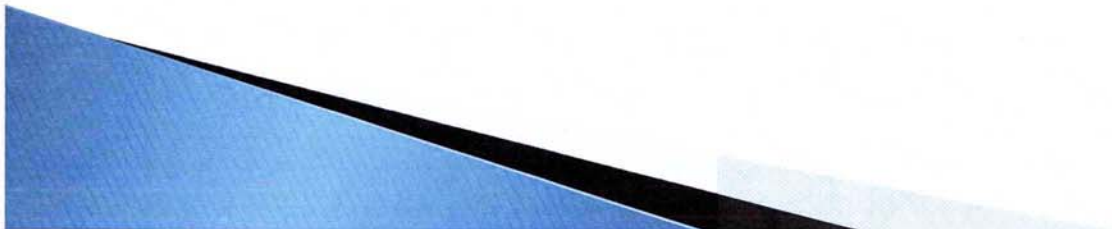
## Public Services

- ▶ Parks Maint. & Landscape Mgr. to Public Works Superintendent \$ 7K

## Community Development

- ▶ Vacant Permit Office Supervisor to GIS Specialist \$ 5K
  - (20% Gen/20% Bldg/20% WA/20% SW/20% STW)

**\*\*All costs are estimates inclusive of benefits**





# Enterprise Funds

## Water Fund

### No rate change since 2011

- ▶ Rate Study completed in FY 2019 – no recommended rate change
- ▶ Projects/Initiatives/Capital

▪ Existing – Watermain NW 1 <sup>st</sup> Street (Stirling to City Hall)	FY 18	\$432K
▪ Existing – Water Plant – Lime Slaker	FY 19	\$100K
▪ Water Distribution Improvements	FY 20	\$180K
▪ John Deere Backhoe (25% of Total Cost \$105K)	FY 20	\$ 26K
▪ John Deere Mini Excavator (25% of Total Cost \$65K)	FY 20	\$ 16K
▪ F350 Replace Unit 509	FY 20	\$ 78K
▪ F250 New Vehicle for Personnel	FY 20	\$ 36K





# Enterprise Funds (Cont'd)

## Sewer Fund

### No rate change since 2011

- ▶ Rate Study completed in FY 2019 – no recommended rate change
- ▶ Projects/Initiatives/Capital

▪ Working to complete SCADA System	FY 17	\$ 500K
▪ Working to Complete Lift Station Rehab	FY 18	\$1.137M
▪ Sewer Pump Replacements (Pumps 3 to 4 units)	FY 20	\$ 120K
▪ Sewer Distribution Improvements	FY 20	\$ 305K
▪ John Deere Backhoe (25% of Total Cost \$105K)	FY 20	\$ 26K
▪ John Deere Mini Excavator (25% of Total Cost \$65K)	FY 20	\$ 16K



# Enterprise Funds (Cont'd)

## Stormwater Fund

### No rate change recommended

▪ SE improvements Phase II -SRF Loan Pre	FY 18	\$6.0M
▪ Stormwater Improvements (SW 43 <sup>rd</sup> Ter, 40 <sup>th</sup> Ct., 49 <sup>th</sup> St)	FY 18	\$1.2M
▪ Citywide Small Drainage Improvements	FY 20	\$132K
▪ John Deere Backhoe (25% of Total Cost \$105K)	FY 20	\$ 26K
▪ John Deere Mini Excavator (25% of Total Cost \$65K)	FY 20	\$ 16K
▪ F250 New Vehicle for Personnel	FY 20	\$ 36K





# Enterprise Funds (Cont'd)

**Parking** \$200K surplus to support Beach Improvements (Rev. slight decline 5.7%)

## **Pier** Westrec Management

- Self supporting pier operation
- Surplus to be used for Pier L/Term maintenance (revenue steady)
- Beach Restaurant & Pier Rehabilitation \$275K FY 19 – Carryover to FY 20  
Funded through Restaurant Rental Revenues & Pier Revenues

## **Beach** Continued Improvements

- Phase I complete
- Phase II – Funding level currently \$1,119,316 – Electrical Relocations & Lifeguard Bathroom Renovations
- 2014 Beach Master Plan

## **Marina** Westrec Management

- Self supporting marina operation – including annual loan repayment
- Occupancy and slip rental revenues continue to be steady; demand remains solid
- Slip rental rates to increase October 1<sup>st</sup> appx \$25 mo. to stay in line with market conditions and comply with debt and grant provisions.



# Conclusion

- Recommended Budget presents a strategic, proactive & balanced financial plan investing in our future with a clear bold vision for Dania Beach!
- Thank you to the City Commission, Budget Committee, Departments Heads and City Team for their assistance and cooperation in developing this annual City Budget plan.





# Preliminary Budget Actions Taken July 23


- Taxes = maintain existing millage **5.9998 mills**
  - “rolled back” millage rate – 5.9305 mills
- Voter Approved Debt millage **.1690 mills**
- Set 1<sup>st</sup> Budget Public Hearing

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(provides appx same revenue as last year; 69% of fire protection costs)
- Stormwater Assessment (no change) **\$ 40.00 yr.**
- Residential Solid Waste (adj. of \$7.08 yr.) **\$ 365.52 yr.**



# Budget Schedule

- ▶ July 30th – Set not to exceed millage rate, preliminary assessment rates & provide proposed FY 2020 budget books to Commission
  - ▶ July 31<sup>st</sup> to August 27<sup>th</sup> – Opportunities for one on one budget meetings with City Manager & Budget Committee
  - ▶ August 28<sup>th</sup> – City Commission Budget Workshop 10:00 a.m. City Hall
  - ▶ September 12<sup>th</sup> – hold 1<sup>st</sup> budget hearing to adopt tentative millage & final assessments
  - ▶ September 23<sup>rd</sup> – hold 2<sup>nd</sup> budget hearing to adopt final millage and final budget
- 

**CITY ATTORNEY**  
**PROPOSAL FOR LEGAL DEPARTMENT**



**FISCAL YEAR 2019-2020**

**REDUCTION OF COSTS ASSOCIATED WITH  
ADDING AN ASSISTANT CITY ATTORNEY**

**LEGAL DEPARTMENT BUDGETARY IMPACT**

• CITY ATTORNEY REDUCTION OF PENSION PAYMENT	\$109,393.00
• REDUCTION IN COSTS DUE TO PROPOSED REDUCED USE OF OUTSIDE LEGAL COUNSEL	\$291,500.00 (SEE ATTACHED)
• ELIMINATE REQUEST FOR PART-TIME ADMINISTRATIVE ASSISTANT IF ASSISTANT CITY ATTORNEY IS APPROVED	<u>\$ 23,343.00</u>
TOTAL SAVINGS	\$424,236.00
• <u>MINUS</u> THE COST OF ADDING AN ASSISTANT CITY ATTORNEY (INCLUDES BENEFITS)	<u>\$228,223.00</u>
TOTAL ANNUAL SAVINGS	\$196,013.00

## **CONSIDERATIONS**

- **RETAINING AN IN-HOUSE CITY ATTORNEY ALLOWS FOR:**
  - ✓ **CONTINUED AND IMMEDIATE PERSONAL ACCESS BY ELECTED OFFICIALS, CITY ADMINISTRATION AND STAFF, AND**
  - ✓ **INSTITUTIONAL KNOWLEDGE AND FAMILIARITY WITH CITY HISTORY REMAINS INTACT**
  
- **ADDITION OF AN ASSISTANT CITY ATTORNEY WILL:**
  - ✓ **REDUCE THE COSTS FOR OUTSOURCING OF SPECIFIC LEGAL SERVICES,**
  - ✓ **ELIMINATE THE NEED FOR A PART-TIME LEGAL ASSISTANT, AND**
  - ✓ **CREATE A SUCCESSION PLAN FOR THE LEGAL DEPARTMENT**

## BUDGET

	Fiscal Year 2018-2019	Proposed Fiscal Year 2019-2020	*Total Reduction
RYAN & RYAN, LLC <i>(Primarily Code Compliance)</i>	\$181,500.00	\$50,000.00	\$131,500.00
ROBERTS, REYNOLDS, BEDARD & TUZZIO, PLLC <i>(Dania Jai Alai Litigation)</i>	\$100,000.00	\$20,000.00	\$ 80,000.00
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L. <i>(Primarily Land Use)</i>	\$160,000.00	\$85,000.00	\$ 75,000.00
GOREN, CHEROF, DOODY & EZROL, P.A. <i>(Labor)</i>	\$ 15,000.00	\$10,000.00	\$ 5,000.00
TOTALS	\$456,500.00	\$165,000.00	\$286,500.00

\*Based on proposal to add an in-house Assistant City Attorney to provide code compliance as well as land use and zoning assistance.

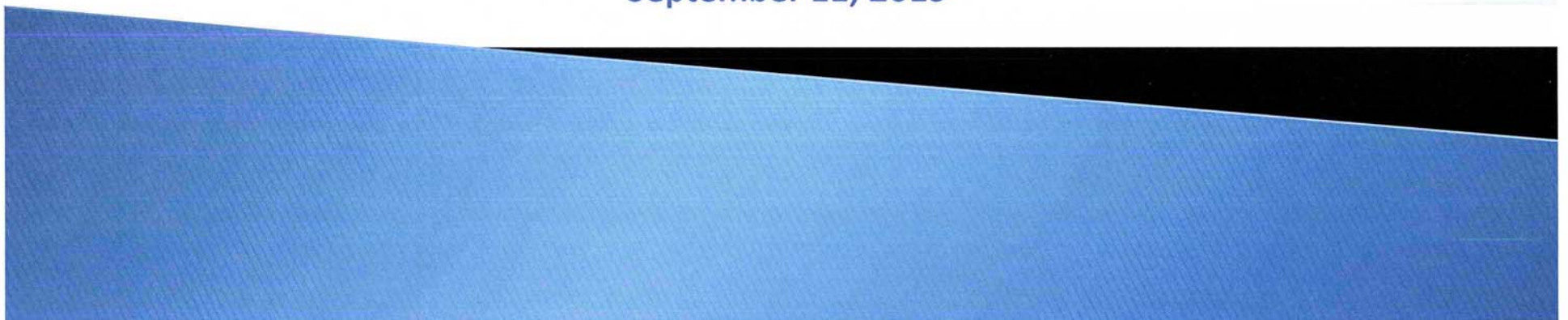


# City of Dania Beach

## City Manager's Recommended FY 2020 Budget

### Investing in Our Future Clear Bold Vision for Dania Beach

Commission Workshop  
September 11, 2019



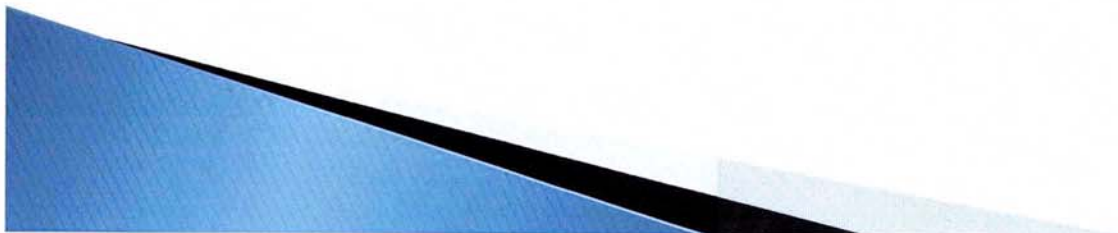


# Preliminary Budget Actions Taken July 23

- Taxes = maintain existing millage **5.9998 mills**
  - “rolled back” millage rate - 5.9305 mills
- Voter Approved Debt millage **.1690 mills**
- Set 1<sup>st</sup> Budget Public Hearing

Thursday 9/12/2019 @ 5:01 p.m. at Dania Beach City Hall

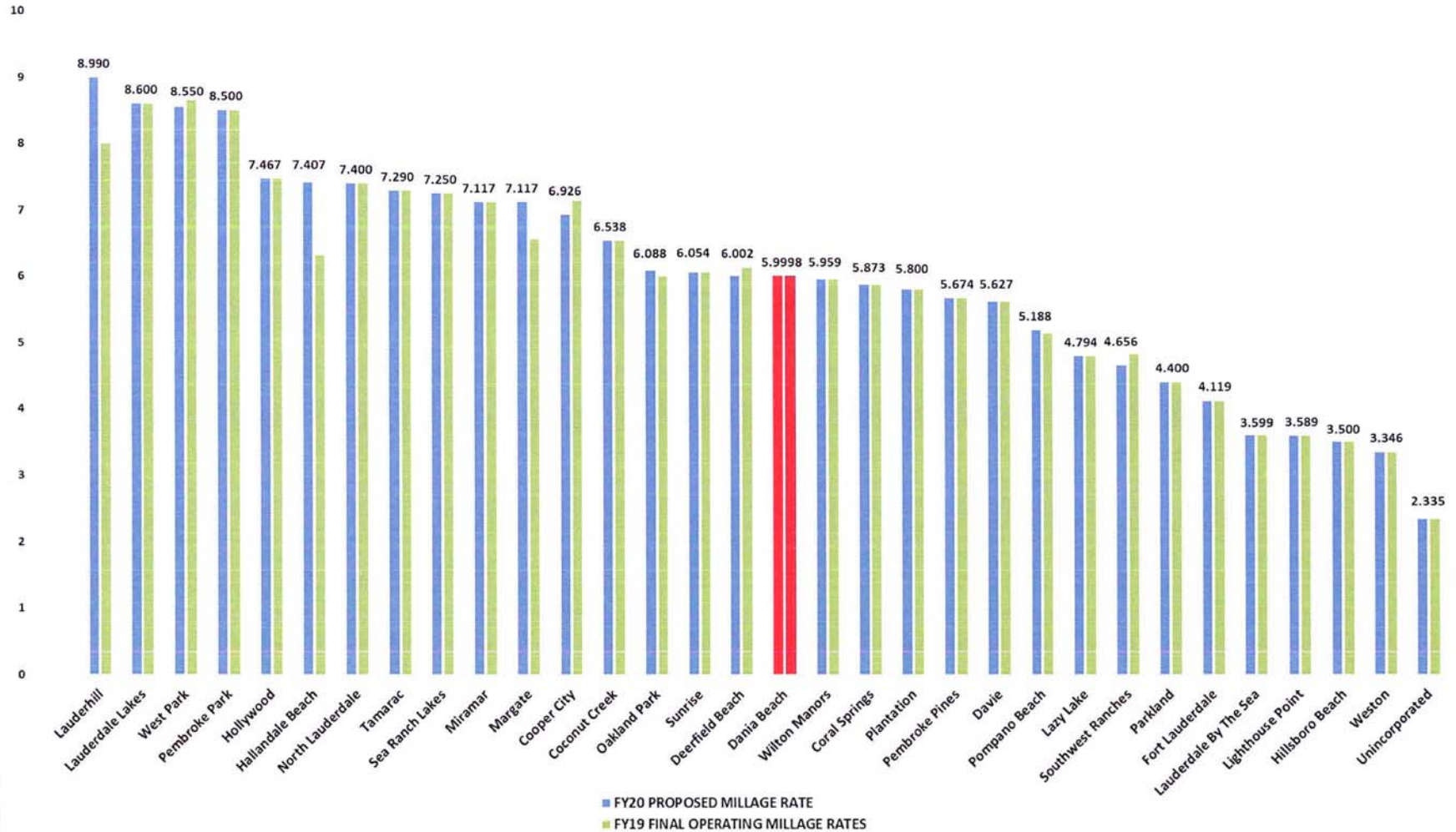
- Fire-Rescue Assessment (no change) **\$ 223.75 yr.**  
(provides appx same revenue as last year; 69% of fire protection costs)
- Stormwater Assessment (no change) **\$ 40.00 yr.**
- Residential Solid Waste (adj. of \$7.08 yr.) **\$ 365.52 yr.**





# City Millage Comparison

Operating Millage Rate Comparison FY 2019 Final & FY 2020 Proposed





# A Challenging Budget

## “Providing More with Less”

- ▶ Original General Fund budget deficit (\$1.8M)
- ▶ \$850M increase in property tax revenue immediately consumed by annual public safety cost increases of \$1.2M (annual fire & police operating increases, fire chief, radios)
- ▶ Budget team overcame challenge through strategic planning and is pleased to present a balanced budget
- ▶ FY 2020 Proposed General Fund budget is \$250K less than FY 2019 Adopted Budget





# Budget Adjustments

## August 28, 2019 Workshop

<b>1 Amendment for Stormwater Revenue Collections</b>			
Decrease to Stormwater Contingency (403-38-01-519-99-10)	Stormwater Fund	Contingency	(60,156)
Decrease to Stormwater Assessment Revenues (403-00-00-325-20-03)	" "	Stormwater Assessments	(60,156)
<b>2 Amendment to Correct Transfer from CRA to GF</b>			
Increase to Commission Contingency (001-18-00-519-99-10)	General Fund	Contingency	14,018
Increase Transfers in from CRA to General Fund (001-00-00-381-11-06)	General Fund	Transfer from CRA	14,018
<b>3 Amendment to Reduce Appropriated Reserves (City Hall 2nd Floor)</b>			
Decrease Appropriated Fund Balance (001-00-00-389-90-01)	General Fund	Appropriated Fund Balance	(70,000)
Decrease Transfers to Capital Projects (001-18-00-519-91-35)	General Fund	Transfers out Cap projects fund	(70,000)
Decrease Transfer from General Fund (301-00-00-381-00-01)	Capital Projects Fund	transfers in cap projects	(70,000)
Decrease Capital Projects (City Hall 2nd Floor) (301-18-00-519-62-10)	Capital Projects Fund	Other Gen Gov't	(70,000)
<b>4 Amendment to Remove Administrative Assistant (Legal)</b>			
Decrease Part-time Salaries & Wages (001-14-01-514-12-11)	General Fund	Salary & Wages	(19,755)
Decrease Social Security (001-14-01-514-21-10)	General Fund	Social Security	(1,247)
Decrease Medicare (001-14-01-514-21-20)	General Fund	Medicare	(292)
Decrease Deferred Compensation (001-14-01-514-22-30)	General Fund	Deferred Compensation	(356)
Decrease FRS Pension (001-14-01-514-22-20)	General Fund	FRS Pension	(1,673)
Decrease Worker's Compensation (001-14-01-514-24-10)	General Fund	Worker's Compensation	(22)
Increase to Commission Contingency (001-18-00-519-99-10))	General Fund		23,345
<b>5 Amendment to Increase Commission Travel</b>			
Decrease to GF Contingency (001-18-00-519-99-10)	General Fund		(14,000)
Increase Travel & Per Diem (001-11-01-511-40-10)	General Fund		14,000



# Five Year Fire-Rescue Plan

- ▶ District Chief 2019
- ▶ Fiscal 2020 - New Rescue Truck Received in October 2019
- ▶ October 2020 - Purchase 2 more Rescue trucks received in 2021
- ▶ Mid-year May 2021 - Fund personnel for Station 93
- ▶ Mid-year May 2022 - Fund addt'l personnel Station 93
- ▶ Fiscal 2022 - Order Fire Truck Delivery in 2023
- ▶ Fiscal 2023 - Order Fire Truck Deliver in 2024

**\*\* Provides 1 New Station, 3 New Rescue, 2 New Fire Trucks and Personnel - Biggest Commitment to Fire Rescue Emergency Services in the History of Dania Beach!**





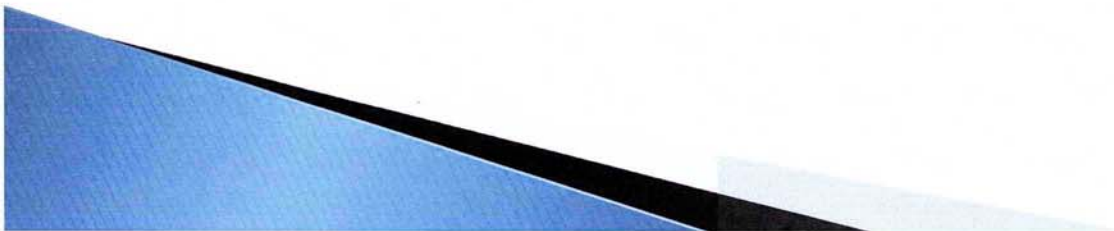
# General Fund Highlights

## What's Included?

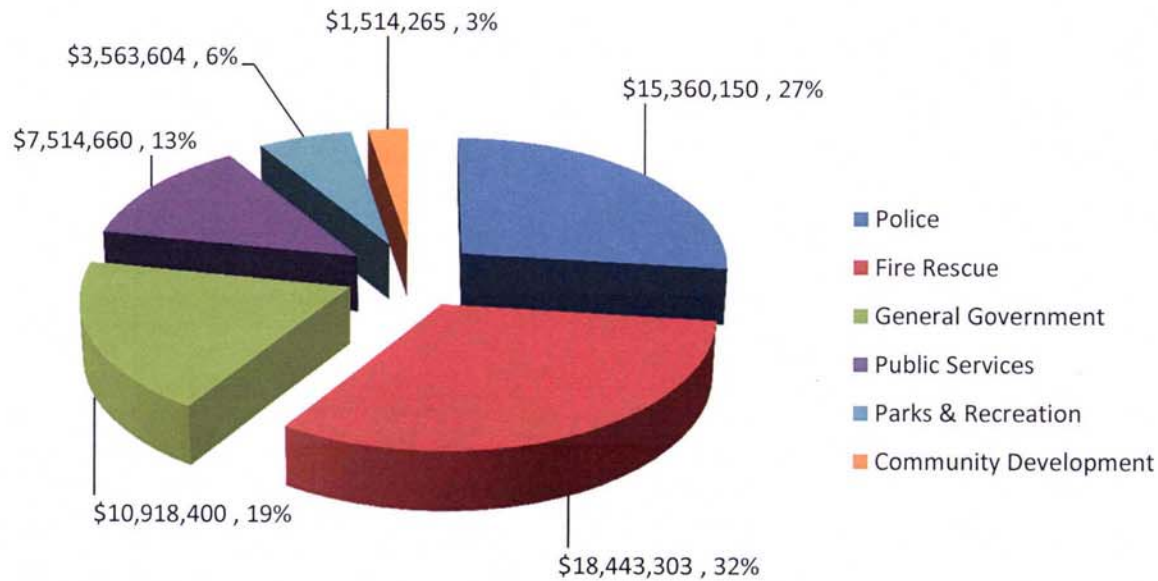
- ❖ No increase to operating property tax rate
- ❖ Use of \$230k undesignated fund balance:
  - \$200K for Oasis XVI Project**
  - \$ 30K City Hall 2<sup>nd</sup> Floor**
  - **Mold Remediation/Cleanup/Safety Initiatives**

### Public Safety Contract Cost \$27.3M

- Police services \$13.9M to \$14.4M ~3.2% (includes radios)
- Fire Rescue services \$12.1M to \$12.9M ~7.3% (includes radios & fire chief)



## General Fund Investments by Function



Total General Fund Budget \$57,314,382

\*Public Safety ~ \$33.8M or 59% of the General Fund Budget  
(includes police & fire contract cost and pension obligations)



# General Fund Highlights

## What's Included?

### City Commission

▶ Aids to Private Organizations	\$ 40K
▶ Commission Contingency	\$123K
◦ Social Media RFP	\$30K
◦ City App	\$10K

\*Commission Discussion on Aids to Private Organizations





# General Fund Highlights

## What's Included?

### ▶ Aids to Private Organizations – FY19

◦ FY 2019 Original Approved Budget –		\$40,000
◦ FY 2019 Amended Budget –		\$62,700
• Aging & Disability Resource Center	\$6,370	
• Jubilee Center of South Broward	\$1,350	
• Tamara James Foundation	\$2,730	
• Women in Distress	\$3,640	
• Friends of the Library	\$3,640	
• Broward 211	\$1,820	
• Broward Children's Center	\$2,730	
• Liberia Economic & Social Dev. Inc.	\$1,820	
• Prestige Club of SW Broward	\$3,640	
• Hollywood Florida Scholarship Foundation	\$2,730	
• For the Love of Our Nation Corp	\$2,000	
• Early Learning Coalition of Broward	\$1,365	
• Royal Palm Chapter #121	\$1,365	
• Collins Elementary	\$2,000*	
• Dania Elementary	\$2,000*	
• Olsen Middle School	\$2,000*	
• Attucks Middle School	\$2,000*	
• Mary M. Bethune Elementary	\$2,000*	
• Hollywood Hills High School	\$2,000*	
• South Broward High School	\$2,000*	
• Gangrel's Wrestling Asylum Inc.	\$1,000*	
• Chris Hixon Scholarship Foundation	\$5,000	
• Friends of the Library (Addt'l Funding)	\$2,500*	
• American Cancer Society	\$5,000*	
* Items approved after adoption of budget		



# General Fund Highlights

## What's Included?

### ▶ Commission Contingency – FY19

◦ FY 2019 Original Approved Budget –		\$82,758
◦ FY 2019 Uses		
• Charitable Donations (Schools)	\$14,200	
• MLK Ticket Purchase for GALA	\$ 320	
• All Pro Painting – City Hall Exterior	\$32,450	
• BSO Roof Repair – Addt'l Funds	\$ 4,156	
• Gangrel's Wrestling Donation	\$ 1,000	
• Seniors Program	\$ 5,000	
• Gracefully Aging	\$ 5,000	
• Mid-Year Budget Adjustment	\$13,440	
• American Cancer Society	\$ 5,000	
• Cemetery Dedication	\$ 2,912*	
Remaining Balance		\$ 0





# General Fund Highlights

## What's Included?

### City Manager

- ▶ Strategic Plan –Set Vision, Mission & Priorities \$25K
- ▶ HR Contractual Support – Overall Personnel Assessment including personnel files to ensure audit recommendations met \$20K

### Parks & Recreation

- |   |        |
|---|--------|
| ▶ Lifeguard Radios  | \$ 44K |
| ▶ Adler Park – Tables & Benches                             | \$ 10K |
| ▶ PJ Meli Pool Heaters                                      | \$ 41K |
| ▶ Dania Beach Seniors                                       | \$ 30K |
| ▶ Gracefully Aging Seniors                                  | \$ 30K |
| ▶ MLK Funding   | \$ 15K |
| ▶ Athletic Program Funds (Football, Baseball, Soccer, Etc.) | \$ 39K |
| ▶ Community Bus*  | \$222K |
| ▶ Holiday Lighting  | \$ 18K |

\* Possible future reduction via penny sales tax – future transit/transportation proposed study paid for via penny sales tax





# General Fund Highlights

## What's Included?

### Public Services Construction Maint. Division

- ▶ Solar Light Maintenance \$ 60K
- ▶ City Hall 2<sup>nd</sup> Floor Renovations (Funded from reserves) \$ 30K
  - ▶ Mold Mitigation/Cleanup/Safety

### Public Services Streets Division

- ▶ Roadway & Alleyway Repaving \$395K
- ▶ Sidewalks (Citywide & 50/50) \$115K
- ▶ Pavement Marking & Signage \$ 35K
- ▶ Bridge Inspections \$ 15K
- ▶ Oasis XVI Improvement Project (Funded from reserves) \$200K

### Public Services Fleet Division

- ▶ John Deere Gator (Streets Division) \$ 12K
- ▶ John Deere Backhoe (25% Gen/25% WA/25% SW/25%STW) \$105K
- ▶ John Deere Mini Excavator (25% Gen/25% WA/25% SW/25%STW) \$ 65K
- ▶ F250 Replace Unit 611 (Parks Maintenance Division) \$ 47K





# Funded Position Requests (7 FTE'S)

## All Funds

### City Commission

- ▶ Administrative Coordinator \$ 89K

### City Manager

- ▶ Procurement Officer \$ 146K
  - Compliance and Best Practices
  - Centralize Purchasing & Support for all City Departments

### City Attorney

- ▶ Assistant City Attorney (funded from reduction in contractual) \$ 227K

### City Clerk

- ▶ Records Specialist – Change PT to FT \$ 37K

### Recreation

- ▶ 2 Recreation Assistant – PT \$ 53K
- ▶ Assistant Parks & Recreation Director \$ 130K

### Public Services

- ▶ Treatment Plant Operator B (Water Fund) \$ 90K

\* Procurement Officer is expensed in the General Fund. However, cost is recaptured from various other funds through annual cost allocation plan

\*\*All costs are estimates inclusive of benefits





# Enterprise Funds

## Water Fund

### No rate change since 2011

- ▶ Rate Study completed in FY 2019 – no recommended rate change
- ▶ Projects/Initiatives/Capital

▪ Existing – Watermain NW 1 <sup>st</sup> Street (Stirling to City Hall)	FY 18	\$432K
▪ Existing – Water Plant – Lime Slaker	FY 19	\$100K
▪ Water Distribution Improvements	FY 20	\$180K





# Enterprise Funds (Cont'd)

## Sewer Fund

### No rate change since 2011

- ▶ Rate Study completed in FY 2019 – no recommended rate change
- ▶ Projects/Initiatives/Capital

▪ Working to complete SCADA System	FY 17	\$ 500K
▪ Working to Complete Lift Station Rehab	FY 18	\$1.137M
▪ Sewer Pump Replacements (Pumps 3 to 4 units)	FY 20	\$ 120K
▪ Sewer Distribution Improvements	FY 20	\$ 305K



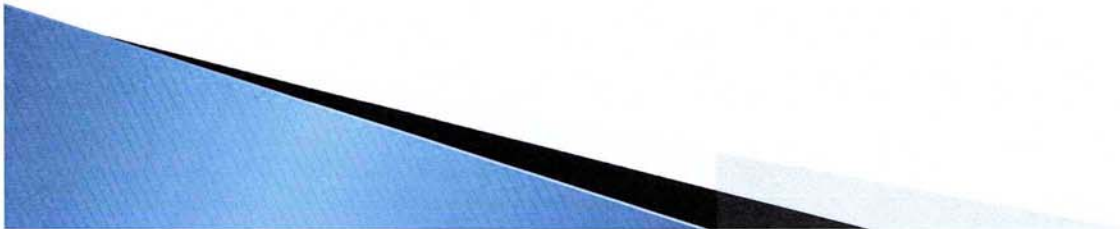


# Enterprise Funds (Cont'd)

## Stormwater Fund

No rate change recommended

- |  |       |        |
|--|-------|--------|
| ▪ SE improvements Phase II -SRF Loan Pre   | FY 18 | \$6.0M |
| ▪ Stormwater Improvements (SW 43 <sup>rd</sup> Ter, 40 <sup>th</sup> Ct., 49 <sup>th</sup> St) | FY 18 | \$1.2M |
| ▪ Citywide Small Drainage Improvements   | FY 20 | \$132K |





# Conclusion

- Recommended Budget presents a strategic, proactive & balanced financial plan investing in our future with a clear bold vision for Dania Beach!
- Thank you to the City Commission, Budget Committee, Departments Heads and City Team for their assistance and cooperation in developing this annual City Budget plan.



# Budget Schedule

- ▶ July 30th – Set not to exceed millage rate, preliminary assessment rates & provide proposed FY 2020 budget books to Commission
  - ▶ July 31<sup>st</sup> to August 27<sup>th</sup> – Opportunities for one on one budget meetings with City Manager & Budget Committee
  - ▶ August 28<sup>th</sup> – City Commission Budget Workshop 10:00 a.m. City Hall
  - ▶ September 12<sup>th</sup> – hold 1<sup>st</sup> budget hearing to adopt tentative millage & final assessments
  - ▶ September 23<sup>rd</sup> – hold 2<sup>nd</sup> budget hearing to adopt final millage and final budget
- 