



**CITY OF COOPER CITY
CITY COMMISSION**

**COMMISSION BUDGET WORKSHOP MINUTES
THURSDAY
JULY 11, 2019 at 6:30 PM**

1. Pledge of Allegiance

Mayor Ross opened the meeting at 6:30 PM and led the assembly in the Pledge of Allegiance.

2. Roll Call

Present were Commissioners Pulcini, Meltzer, Green, Curran and Mayor Ross.

3. Public Comments (each member of the public is allowed to speak for four (4) minutes)

James Romano 4601 Harding Street Hollywood, spoke on behalf of his son Anthony who is no longer allowed to coach in the Optimist program and spoke on a disconnect he believes in the program.

Mayor Ross advised the City does not run the Optimist program but will ask Mr. Schlang to address the issue at hand on July 16, 2019.

Commissioner Pulcini asked if he contacted the Recreation Director and also if he was the Recreation Director in Plantation.

Mr. Romano answered yes.

Commissioner Pulcini asked if he was there when the City took over the PAL program and asked if it was an expensive endeavor.

Mr. Romano answered yes and said the City already had a program called RecTrac. It made registration faster.

Commissioner Pulcini asked if the City has Rectrac.

Public Work Director Yoezle answered yes.

Commissioner Meltzer said that Mr. Romano's son did reach out to him and asked the interim City Manager if she contacted Mr. Romano.

Interim City Manager Sims said that she knows a meeting was set up between Anthony and Pete Schlang. She has received correspondence and will reply.

Commissioner Curran asked Mr. Romano if City Staff helped with registrations.

Mr. Roman answered when the City took it over it blended in and it was no additional cost. There was a \$5.00 registration fee.

Commissioner Curran asked if his baseball had 1000 kids or more.

Mr. Romano said he has been out of the loop for a while but about 7000-8000 children in the program.

Commissioner Curran asked if the Mr. Romano had incidents with two different sports.

Mr. Romano said he believes it started with one sport and it compiled on to a second sport.

Commissioner Green asked Mr. Romano about registration handled in Plantation and about software that was mentioned that helped register the applicants.

Mr. Romano said that after registration a signup sheet was presented to the Commissioners

Commissioner Green asked if the Recreation department ran the program.

Mr. Romano said that they had and liaison person who was the athletic supervisor with a staff of three people, he attended the PAL meetings.

Commissioner Green asked if the league is volunteer and how many volunteers they have.

Mr. Romano answered yes and hundreds.

Commissioner Green asked so city staff gets that information and provide it to the PAL the liaison. He asked if they are non-profit.

Mr. Romano said they are nonprofit and the City does have a contract with the provider and all requirements in the contract are verified by City staff. He also said they have a committee to look at issues.

Commissioner Green asked if there is a conflict and no law enforcement officials are not available who's responsible for addressing that issue.

Mr. Romano said the commissioner who is a volunteer.

Commissioner Meltzer asked if there are residency requirements listed in the City and PAL contract for travel and rec.

Mr. Romano answered yes for rec it is 80/20 and travel is 50/50.

Mayor Ross asked to clarify the number given earlier is it 6000-7000 kids or registrations Mayor Ross also asked where the coaches are from.

Mr. Romano answered registrations and the volunteers are from the community.

Commissioner Pulcini said he was a coach and volunteers were available.

Commissioner Curran asked how many Recreation personnel are at the City.

Mr. Romano answered 50 people.

Commissioner Curran asked if there was a cost analysis done to see how much it costs to register the children.

Mr. Romano answered no.

Jennifer Goldfarb, 11869 SW 55 St spoke on the marketing position and also moving forward with bringing Code Enforcement in house. She also asked why we are spending money towards the aging council, what is the benefit. In addition, why we give \$10,000 to the chamber. She wants to reduce unnecessary improvements. Improve streets, signage and drainage. The FAB Board reviewed the Fire Assessment and agreed it is overdue. She also asked why the road and bridge fund is at zero. Staff was already told their health insurance would be reduced before the Finance Advisory Board looked at it. She also wants staff to be treated like family.

Commissioner Pulcini said that he has been called the financial fanatic and he will look to save in many places but not on benefits, not on health insurance.

Commissioner Meltzer said that he is not on a mission to lower benefits, cut colas or outsource. Some sacrifices need to be made but that will be determined by the budget process and the Commission. He also spoke on staff and he is not interested in replacing excellent staff he wants employees

who are working for the city and come up with ideas to help the City be more efficient. He is trying to get to know the employees and he has an open door policy. He also thanked the staff for attending.

Commissioner Green said that City staff is hardworking and he appreciates all staff. He is not looking to save on the staff's benefits. He said that if budget cuts are needed they need to be across the board. He is hoping BSO can work with staff. Employees here in the City will not be absorbed like BSO.

Mayor Ross he is very cautious when it comes to raising the fire assessment without a study. He also said he encourages everyone staff, residents any interested party to speak at meetings. He also said he spoke with the Sheriff and he understands we are here for collaboration, communication and compromise. He also said benefits are in a proposal stage he is looking at all possibilities. Employees make the City look good. Mayor Ross said that if staff you has concerns you can see the City Manager. Loyalty means a lot especially when it comes to BSO.

Commissioner Curran said that total property tax will not cover the Police and Fire bill. Second, we speak about the employees after information was brought out. Raising the fire assessment where it needs to be is overdue.

Commissioner Pulcini asked for information on the 16/17 payroll expense increase. The General Fund was increased by 14%.

Interim City Manager Sims said she has not had a chance to visit that number yet.

City Attorney Horowitz said that the City is overdue for study, we are currently assessing at 33-35% based on the current methodology. There is some room based on the current study but we do need a new study and that study will take place next year.

Commissioner Meltzer said that we did not get the chance to address the staff on Tuesday so he wanted to put the rumors to rest knight He also said that he does not appreciate Commissioner Curran calling a meeting with employees without the rest of the Commission members.

Commissioner Curran said he had full permission from the City Manager until three commissioners voiced their opinions and this would have been his third meeting with the staff and it has never been questioned. It is a meeting to go for a fact-finding mission for the budget. There are no employees aloud to speak at Commission meetings. He set a meeting to meet with employees and gather knowledge. Commissioner Curran said the meeting is not a violation if no other Commissioners are present. Commissioner Curran said concerns should have been addressed on Tuesday. He wants in the future to respect him as an 11 year Commissioner, if he asks the Interim City Manager and she

said yes, to allow it. He took time to explain the meeting to the Interim City Manager and the City Attorney that it was a fact finding meeting.

Commissioner Meltzer said that he does respect Commissioner Curran. He did not ask to cancel the meeting, he found out about the meeting via email. The staff answers to the Directors, and the Directors answer to the City Manager, process needs to be followed. If he wanted feedback he could of contacted Kathryn to contact the Directors to get feedback from staff.

Commissioner Pulcini said the employees are not only here for their benefits they are here because they are interested in the budget. This is an open meeting where employees are welcome to speak. Kathryn authorized the meeting and canceled the meeting.

Commissioner Green said that he did call for a meeting in 2010 with the employees to introduce himself. He said that he has had meetings with the staff in prior years. He advised he is not on social media and that rumors go on social media and it is unfortunate. Every time someone speaks negative on social media it is hurting the City. He knows the staff. His decisions are based on what he believes is right for the City. He hopes that everyone can work together.

Mayor Ross said that just because members of the Commission had meetings before, does not make it right now. He said that it costs the residents to take employees away from their job to attend a meeting. Anyone is welcomed to speak at Commission meetings. The chain of command is there for a reason.

Commissioner Curran said that Mayor Ross spoke to the Sheriff without the rest of the Commission. He said that he is asking for the respect to ask if the Interim City Manager had an issue with it. He also read the email sent to employees.

Commissioner Green said that he was unaware the chairs have switched again and he would of liked to been a part of that process. Also, if the Sheriff calls the Mayor he should call all of the Commissioners.

Commissioner Meltzer said that he would like the Mayor to speak to the Interim City Manager and she can relay that information to the rest of the members of the Commission.

Interim City Manager Sims said the Mayor did call her and she will send an email with the information.

Commissioner Pulcini said that all members of the Commission speak and meet with individuals.

Mayor Ross said tonight was his first chance to tell the Commission.

David Nall, said that since 2010 there has been no retribution towards outspoken residents. He said that he would like to hear what the pension attorney said from the City attorney. He also said he does not care if a Commissioner wants to call a meeting but if it is during the workday it interferes with conducting business and is a cost to the residents. We need to be fiscally responsible. He is glad the Sheriff reached out and is hoping the City and BSO can negotiate in good faith.

Commissioner Curran said the meeting was moved to when the employees were off and it was still cancelled.

Ryan Shrouder spoke on his concerns with the Commission's comments on benefits. He said that the residents want to hear about the budget. He wants to look at benefits compared to other cities. It needs to be the same standard across the board.

Commissioner Curran said he has not spoken to the employees.

Mr. Shrouder asked where he heard his comment that employees cannot speak at meetings. He also asked about employees attending the meeting tonight and talk of unionizing.

Commissioner Curran responded employees attend the budget hearing every year and the only knowledge he knows about unionizing was from the Interim City Manager.

Mr. Shrouder asked Commissioner Green who walks around saying they can do your job better.

Commissioner Green said he will take the high road in regard to that question and the employees are here every year during the budget workshops. He also said that renovations had not been done in 20 plus years. Therefore, as a result of investing in infrastructure people are now seeing the benefits at the Community Center and the Pool and Tennis Center. He also spoke on Police and Fire increases every year.

Mr. Shrouder said that he does not see any renovations in the City Hall auditorium. The BSO contract said that increases could only go up 5% and any additional increases was the Commission's fault. Spending has to be consistent, if it's warranted we will do it, if not we won't.

Mayor Ross said that BSO increased because the numbers were changed. He asked Chief Caruso about mutual aid calls.

Chief Caruso said last month we had two mutual aid calls in the City.

Mayor Ross asked about the quints in service and out of service dates.

Commissioner Pulcini asked Mr. Shrouder was the BSO contract up to 5%.

Mr. Shrouder answered yes.

Commissioner Pulcini asked how we verify the numbers.

Commissioner Curran said BSO said they lose money.

Mayor Ross said it was the job of the previous City Manager to verify the numbers and it was not done. Now we are looking at them. We need figures of actual costs.

Chief Caruso said that the quint for this fiscal year was out of service for 120 days and we do have a replacement aerial apparatus.

Mayor Ross asked what year it was.

Chief Caruso answered 2005.

Mayor Ross asked what the national standards are.

Chief Caruso answered from the National Fire Protection Agency has guidelines of 20-25 years.

Mayor Ross said he has read 12-15 years. He asked Chef Caruso if he asked the union members about the safety of a 14-year-old truck.

John Sims, said that if you take care of your vehicles they will last. He also said the senior population is around 40% in Cooper City. We need to look at needs vs wants. He thanked Commissioner Green for speaking on the social media platforms. He said that rumors could destroy lives. He said in the past he spoke to the previous Sheriff. He said any member of the Commission can speak to the sheriff. He said the employees are valued and the City Manager is the leader. He spoke on the fire assessment and his concerns on issues. He also spoke on the special assessment and adding that in the operating budget.

City Attorney Horowitz answered that is what the legislature in the state of Florida says to follow.

Roland Barrios, 7526 SW 7th St, is an 18-year employee at Cooper City. He said that during the recession in 2008 employees went without raise for 6 years. During those 6 years, BSO costs went up 5% every year. He said that increases to insurance is impactful to employees. He does not believe that the employees should bear the major burden when BSO is a major expense.

Mayor Ross said that he appreciates employees speaking. He is waiting to hear on budget cuts from BSO as he has heard from Directors about cuts.

Mr. Barrios also said that he believes during the recession Directors were asked to cut their budget

Brenda Kezar, said that she also did not receive a pay increase during the recession but her taxes have gone up. She appreciates staff and comes to the meetings because the City is important to her. It's not the City vs the residents or upper management and we all need to work together to continue to make the City great.

Mayor Ross said that last year it was mentioned we would lower the mileage and that is the intent this year.

Ms. Kezar said we all need to look at all options and everyone needs to give.

Commissioner Pulcini said that a reason he doesn't want to lower benefits is it will affect all employees instead of doing that lets look at positions and shedding positions. He also spoke on raises in 2016.

Mrs. Kezar said that in regard to the benefits she wants to look at all plans.

Interim City Manager Sims said in 2016 the City did a pay plan study which attributed to the spike that year.

4. Budget Input

Interim City Manager Sims and Finance Director Walker spoke on an abbreviated version of the presentation given at the July 9th meeting.

The budget review included an overview of the millage rate, the fire assessment rate, the general fund, water and sewer fund and budget options for consideration.

Mrs. Walker spoke on the general fund fund balance is projected to increase for fiscal year 2019. The general fund fund balance is pending FEMA reimbursements and the EMS allowances. The proposal for the FY 2020 budget is \$54.8 million that is a decrease of \$3.8 million from prior year. This demonstrates a movement to financial stability per the fund balance policy. We do have 3 years to restore the fund balance per that policy. The millage rate is proposed at 6.8102. This does result in a no tax increase. The millage rate will decrease from 7.1347 to 6.1802. The fire assessment increase was proposed to be 12.2% on the residential fee it will increase from \$161.21 to \$180.03. The increase in the fire assessment fee will produce \$342,900 to the

City. Based on the reduction of the mileage and the increase of the fire assessment it results in a net savings to residents of \$618,000. 21% of residents will see an increase the max increase will be \$19.75, 79% will see a decrease of up to \$180.62.

Mrs. Sims said that Cooper City is currently ninth highest in Broward County for the millage rate calculations. Cooper City has no debt millage in fiscal year 20. If we increase the fire assessment at 19.75 for residential and 12.2% for warehouse, commercial and industrial we will become the 11th lowest in the county. In the next year, a fire assessment study will be conducted.

Mrs. Walker spoke on reductions. Staffing was reduced, compensation increases included a 1% COLA and up to a 3% merit. Health Insurance is budgeted at a 10% increase with no changes. The rate were received after the budget was drafted and it was a 9% increase. The BSO was budgeted based on continuing negotiations. There was a decrease to capital projects. The road and bridge fund is proposed to remain the same as FY 19. The first year of repayment of the interfund loan from water and sewer to the General Fund will start. A contingency of \$300,000 was budgeted for the General Fund. BSO contract is based on the consideration letter amount. The Police Pension plan is budgeted on assumptions.

Mrs. Sims spoke on general fund expenses compared to FY 19. Non-Departmental now includes all retiree health insurance costs. Operating expense have been reduced. Reductions include public relations, school assistance and chamber of commerce membership.

Mrs. Walker advised the Water and Sewer revenue fund includes a CPI increase of the water and sewer rates. The rate increase results in an annual increase of \$16.32. We have budgeted using fund balance in 2020 saving the City from borrowing externally. In the Water CIP fund the total budget is proposed at \$4.85 million including the deep well injection project.

Mrs. Sims spoke on options for the FY 20 budget. A change in millage, fire assessment and Optimist fees. Recreation camp rates, health care contributions, merit increases. In the City Clerk's Office reductions of in house training and an id printer. Finance IT testing, in the legal department the lobbyist. Non-departmental, donations, public relations and events. Public Works, the household hazardous waste program. Recreation decrease in events. Road and Bridge, repairs road and drainage. General Fund CIP, card access, emergency generator, fences, resurface of courts and fire station impact windows.

Commissioner Meltzer asked Building Director Ted Fowler about permit fees and building construction fees.

Ted Fowler said that he believes a permit fee study should be completed.

Commissioner Meltzer asked if a permit fee study was conducted in the past.

Mr. Fowler said yes before his time as director in 2000 maybe 2001.

Commissioner Meltzer asked how often is a permit fee study needed in Mr. Fowler's opinion.

Mr. Fowler answered every 10 years.

Commissioner Curran said that the \$20 dollar increase to the fire fee wouldn't cover the non rental on the BSO building next year.

Commissioner Meltzer said one adjustment needs to be made in the Commission Cell phone line. He also asked Denise Yoezle about a list of maintenance for Flamingo West Park. He also asked if a machine will be needed to clean the turf.

Denise Yoezle answered we do have a list she will provide. Included in the purchase of the turf was two machines.

Commissioner Pulcini would like to reach a consensus. My question is the same one I had last time and it was said no we could not reach a consensus but I believe we can reach a consensus that is why we have this workshop.

Mayor Ross answered we can reach a consensus.

Commissioner Pulcini asked how do you want to handle this do you want to go through each department. Do you want to have some sort of order to this?

Interim City Manager Sims asked do you have line by line questions or comments?

Commissioner Pulcini answered No do you want to go through each department how do you want to handle this

Mayor Ross responded I have no problem doing that are you good going department to department.

Commissioner Pulcini asked What is our objective here?

Mayor Ross answered Just give consensus, for arguments sake you have a reduction in the chamber of commerce from 10,000 to 5000 he will ask for a censuses do you all agree with that.

Commissioner Pulcini said do we have consensus at least that our revenue should at least match expenses? Is that a consensus that we have?

Commissioner Meltzer answered yes, that is a very fair goal to try and achieve.

Mayor Ross said that is simply stated but the ultimate goal.

Mrs. Walker said the issue is not in the general fund it's in the water and sewer fund where we were using fund balance to pay for the major capital projects that need to take place.

Commissioner Green asked Commissioner Pulcini what he is looking for Consensus on.

Commissioner Pulcini said the objective of the workshop would be, the goal is we want a balanced budget.

Mayor Ross said that expenses don't exceed revenues.

Mike Bailey said I just want to clarify if you're talking about operating expenses not exceeding revenues then I as your advisor can support that if you're talking about all expenses including capital improvements for which we have put money in a piggy bank to pay for then as your advisor would not recommended that.

Commissioner Pulcini said that piggy bank has been what we have been using every year until now and I will read you what our auditor has recommended. We recommend the City carefully monitor its overall financial position to assure that it does not find itself with a cash shortage or in a position of needing to issue additional debt to meet cash flow requirements specific financial indicators recommend closely monitoring of the following: and then meet cash net position beginning at position our net position was 300,000 city wide so that's our city wide unassigned net position. Quantitative analysis this assessment resulted in 13 unfavorable indicators and 8 inconclusive indicators, having over 26 financial indicators. So 21 out of 26 were either negative or inconclusive these results have been caused by decreases in cash balances along with increased liabilities and expenditures over the last 3 years. Specifically the general fund has been in significant decline. Now I understand this will affect only the enterprise fund but the enterprise fund is part of the city and the reserves and the enterprise funds will be declining so it will affect and that means the cash in the city will be declining so it does affect the position of the city we have already been declined for loans it will further negatively affect the position of the city if we continue to use the piggy bank.

Mike Bailey answered I would agree that if we always went into reserves every year to pay for planned capital improvements you would eventually run out of replenishing it but if I could just give you an example if we have a 3 million dollar capital improvement project that we plan in 5 years so if we were going to say so if we say we never want to use reserves to pay for those projects then what will happen years 1-4 you will collect revenue that will be in excess of your operating and your going to put money in the piggy bank then year 5 if your saying were not going to touch the piggy bank your either going to have to borrow the money or

raise rates to generate 3 million dollars and I don't think you want to do that. Its just my suggestion.

Commissioner Pulcini said my concern is going too low in reserves and it's not only my concern it's a problem that banks have told us that were too low and they declined us in loans and the auditor told us were to low our financial indicators are negative or inconclusive. 21 of 26 are negative or inconclusive so it's not me saying it our auditor is telling us we need to change something so not budgeting for a deficit is probably the first step. Just in general we should not budget for a deficit even if it is for a capital project.

Mike Bailey asked how are you going to pay for these capital improvements.

Commissioner Pulcini answered through operations or postpone it.

Commissioner Pulcini said we should build up reserves and when we have a healthy amount of reserves, we use them. We just need to build up the reserves again.

Mrs. Walker said are still in line with GFO best practices.

Commissioner Meltzer said we are almost built out, where will funds come from. Expenses are going up.

Mrs. Walker said the in FY 2021 the water and sewer fund will contribute to working capital.

Commissioner Meltzer asked where will be city be 9/30/2021.

Mrs. Walker said the general fund will break even.

Commissioner Meltzer asked were at a 2.1 million dollar deficit so far. He is asking where extra revenue will come from.

Mrs. Walker said working capital.

Commissioner Meltzer spoke on his concerns with revenues.

Mrs. Walker said that a fire assessment increase would help aid in revenues.

Commissioner Curran asked Utilities Director Mike Bailey about the list of his projects.

Mr. Bailey answered that we spent years building up funds to do the work.

Commissioner Green asked if the increase of \$1.8 million is included in the proposed budget from BSO.

Mrs. Walker said it's based on the methodology.

Commissioner Green said these numbers are including the pension. He said that changes can occur.

Mrs. Walker said yes, changes could occur. He asked Mr. Bailey about the pipe bursting and is there any additional capital improvement needs

Mr. Bailey answered no he is not projecting any water distribution capital projects needs until 2025.

Commissioner Green said money was spent investing in infrastructure. Miami Dade County is having issues currently with underground piping. He said we have spent money investing because we did not want to end up like neighboring counties who pay a lot more concerns were addressed and we did not borrow any money.

Mayor Ross said that we need to build up reserve for equipment. We need to purchase equipment due to the lack of BSO equipment purchasing.

Mayor Ross asked Chief Cates if retired individuals can serve as SRO's.

Chief Cates answered we have reserve deputies but they are part time. We don't have that program.

Mayor Ross said maybe that is a suggestion we can make to the Sheriff as he knows other cities offer that program. Mayor Ross asked has there been any state determination on pension.

City Attorney Horowitz said he is in conversation with pension counsel.

Commissioner Meltzer asked Mrs. Walker about the General Fund and if Stirling Rd is expected to be paved in 2021.

Mrs. Yoezle said it is plugged into the 5-year infrastructure plan.

Commissioner Meltzer asked if it is included in the budget. He read a study from 2016 that Stirling Rd was rated a 71 out of a 100. A statement read that it needs to be addressed sooner than later.

Denise Yoezle said that the information that Commissioner Meltzer read was drafted by staff. Mrs. Yoezle said Stirling Road is by far not the worst road in the City. In 2016 the put together the 5-year plan. She said the road is not urgent or unsafe. When resurfacing we would also need to address drainage.

Commissioner Meltzer said that it was previously included in the budget and it must have been needed.

Mrs. Yoezle said that it needs to be done but we have other needs. She will always ask.

Commissioner Pulcini asked if we budgeted \$1.6 million for 2020 but we planned for \$1.8 million.

Mrs. Yoezle said the \$1.6 is for the road and bridge fund. It's a working plan. The plan is a plan for resurfacing not a budgeting plan. Its bases on funds available.

Commissioner Curran said the 5-year plan is a wish plan. He asked if staff can cut the advertising firm completely and we find the money to do the weight room.

Commissioner Meltzer asked about Bill Lipps and the Sports complex renovations. Is doing the parking lots more important than Stirling Road.

Commissioner Curran said not to take out the renovations of the parks just push Stirling road to the top.

Commissioner Meltzer wants to look at grants that pertain to more of what we need. He wants Stirling Road to be a priority.

Mrs. Yoezle said those are all unfunded projects.

Commissioner Pulcini asked when the 5-year plan was put together.

Mrs. Yoezle said the plan is revised every year by the City Manager, department heads and the Commission. The replacement cycles are taken into consideration. It was developed in the past few months.

Mayor Ross asked if we can look at projects that need grant moneys.

Mayor Ross said we want to go through each department line by line.

Starting in the General Fund

Commissioner Meltzer asked about the fines and forfeitures and there is \$180,000 budgeted does that include the \$80.00 administration fee.

Mrs. Walker answered yes.

City Commission

Commissioner Meltzer asked about the cell phone stipend and if the Commission could reduce it.

Mayor Ross said it's on the upcoming agenda.

Dues and memberships

Commissioner Meltzer asked about the Chamber of Commerce.

Mrs. Walker said the regular membership dues are not included in that line item.

Consensus was reached to reduce the Chamber to \$5,000 from \$10,000.

Commissioner Meltzer asked about the League of Cities and reducing costs in this area.

Mayor Ross said that the Florida and Broward league of Cities are an important tool for lobbying for home rule and they also help in Insurance claims and health insurance. The unity of all cities helps when you approach the County as a whole.

Mayor Ross said he would not mind not being a member of the Florida League of Mayors to help with costs. The Mayors is a great program but we can make cuts.

Mayor Ross said that Commissioner Pulcini is a great asset on the MPO team. MPO is worth the price.

Commissioner Pulcini asked why the Commissions only employee is non exempt.

Mrs. Sims answered there is a possibility of he becoming exempt.

Commissioner Meltzer asked if the position could be salary.

Commissioner Pulcini said that last year we budgeted \$2,000 and now it's projected 4 times as much.

Mrs. Sims said the increase is based on this year's numbers.

Commissioner Curran suggested a form to see when she is working overtime.

Mayor Ross said a process needs to be in place.

Commissioner Curran said that if a Commissioner needs her to be present at an event that Commissioner needs to approve her overtime.

Mayor Ross asked about previous employees and their overtime hours.

Commissioner Curran said that Mayor Ross does more than previous Mayor's. Increases came from him.

Mayor Ross said he knows the work he does and it's not overtime.

Interim City Manager Sims said in the past she was a liaison to the Boards.

Mayor Ross would like to add the process of approving the Executive Assistants overtime to the agenda.

Commissioner Pulcini recommends salary for this position.

The interim City Manager currently approves her overtime.

Commissioner Pulcini recommended a 10% pay cut for Commissioners.

Commissioner Meltzer supports that as well.

Commissioner Green does not support that.

Mayor Ross asked for that to be placed on the agenda and asked for comparables from other cities.

Commissioner Meltzer asked about increasing the Commissions contributions to health care costs.

Mayor Ross said he is waiting to hear from the Finance Advisory Board.

Commissioner Curran said that with cuts we are having a Board of haves and have-nots.

Mayor Ross said we need to look at these items as a package.

Commissioner Meltzer asked about citywide travel. A total of \$38,600.

Mrs. Sims said that certain employees need to retain certain licenses.

Commissioner Meltzer advised this is specific to travel costs.

Commissioner Green asked if cuts are possible.

Commissioner Meltzer asked if we can get a break down.

Mrs. Walker said that the finance department needs to stay up to date with training as well as IT staff. In the past Finance was not training there employees but its important to stay up to date.

Commissioner Meltzer would like to see a schedule.

Mayor Ross agrees that certifications are important.

Commissioner Green agrees it is very beneficial for staff to be up to date in certifications. It is also important for networking and to discuss best practices.

Commissioner Meltzer said its sounds reasonable but would like a breakdown.

Commissioner Curran asked about Commission travel budget. He said the amount should be \$3000.

Mrs. Walker said there are two line items. Travel and then local travel. He also asked about the Mayors travel.

Administration

Commissioner Meltzer asked if the format we are using can be improved on.

Mrs. Sims said it could be with a professional marketing firm.

Public Works

Commissioner Curran said this is the section he asked that the weight room be added back in.

Mrs. Walker said that it would be in the capital project fund.

Commissioner Curran asked that the weight room replace the marketing firm.

Mayor Ross asked about the weight room expenses.

Commissioner Meltzer asked to see an analysis.

Mrs. Walker said that new equipment bid is in and came in below budget.

Commissioner Meltzer asked how many memberships we have.

Accounting Tech Sydney Bleiweiss answered about 365 for all types. Each membership varies.

Commissioner Meltzer said that updates are needed but spending more than the \$45,000 is not something he is not currently considering.

Commissioner Green asked about if that includes treadmills.

Mrs. Walker answered yes, six.

Commissioner Curran would like the Commission to visit the weight room.

Mayor Ross said he couldn't agree to move ahead with the weight room at the expense of losing the PR firm.

Commissioner Pulcini suggested renting equipment.

Commissioner Meltzer asked about looking into grants for updates.

Mayor Ross would like to hear what the Finance Review Advisory Board recommends on the health insurance plans before moving forward.

Commissioner Meltzer asked if all contracts are being managed.

Mrs. Sims said each department and Purchasing do review contracts.

Commissioner Pulcini asked why telephone and internet prices increased 50% for 2020.

Purchasing Agent Kerri Anne Fisher said they looked into how many telephones and computers are in each department and reallocated costs to each department accordingly.

Mayor Ross asked about an alternative to the household hazardous waste program.

Mrs. Yoezle answered the alternative is it goes to the landfill.

Public Works Property Maintenance

Commissioner Meltzer looked at contracted services and asked if anything here is something, we can do in house for example lawn maintenance and mulch.

Mrs. Yoezle answered we have a co-op contract for mulch. Mowing due to cost of equipment and risk the price for the contract is cost effective.

Commissioner Meltzer asked for a cost benefit analysis.

Commissioner Pulcini asked when we added the lawn mowing services.

Mrs. Yoezle said we did phase it in. She has a breakdown of employee numbers on that as well.

Commissioner Curran asked about the \$50,000-maintenance program.

Commissioner Pulcini asked about the increase in wages

Mrs. Walker said that was based on all positions being filled in 2020.

Commissioner Pulcini asked if filling those positions are needed. Are we functioning.

Denise Yoezle said that with the new parks we need to hire. We are not fully staffed.

Commissioner Pulcini said that we can possibly save with vacant positions.

Commissioner Meltzer said that if we maintain without filling the vacancies we should.

Mrs. Yoezle said the addition of the 20 acre park we do need the positions.

Commissioner Pulcini asked about the potential of a park rover. He also asked about the Capital Projects Manger and what we does in the absence of capital projects.

Mrs. Yoezle said he is working on wrap up from Flamingo West Park and he is working with emergency management and working on the sidewalk replacement program. The LED lighting project is also gearing upand other projects in the are in the works.

Commissioner Meltzer asked about rumors of firework usage at the park.

Mrs. Yoezle will check into that.

Commissioner Pulcini said he attended the budget meetings last year and asked the previous City Manager why maintenance was not budgeted for Flamingo West Park and he said it would cost nothing to maintain.

Mrs. Yoezle said we do have quite a bit of new grass out there. However, maintenance is needed.

Commissioner Meltzer said that there should be less wear and tear at Bill Lipps and the Sports Complex do to the new park will there be a cost savings.

Mrs. Yoezle said they will still be heavily used, some games will be moved but we will still need to replace sod.

Commissioner Meltzer said we need to look into a professional turf employee.

Mrs. Yoezle said that staff is very capable and has expert knowledge.

Commissioner Pulcini said the decision of usage comes from the City. The park has to rest. We need to change what we have been doing. We need to cut the sod from the budget.

Mrs. Yoezle said if we cut the sod we need to cut participation rates.

Commissioner Pulcini said we added new fields so we do not need to cut participation.

Commissioner Meltzer said we need to look at infrastructure concerns and he would like the acreage of playable fields at all parks.

Commissioner Curran spoke on field usage and the use of multi sports on one sport fields.

Commissioner Green spoke on having the children use the new fields so we can have an analysis completed.

Commissioner Meltzer said we need to grow the number of children based on infrastructure.

Jennifer Goldfarb asked why the increase to the sports program fee is not included in the budget

Mayor Ross said it needs to be added to the agenda.

Commissioner Meltzer asked about the increase in electricity, it went up 5%.

Denise Yoezle answered its due to the new park.

Public Works Fleet Services

Commissioner Meltzer asked about the 17 Ford vehicles. He would like to know the miles on the vehicles. Are they necessary?

Mrs. Walker is working on the numbers.

Commissioner Green asked if an employee uses their own vehicle for a work function and gets into an accident who is liable. We need to be cautious of these issues.

Recreation

Commissioner Pulcini asked how many kids participate in the Optimist program.

Mrs. Yoezle answered approximately 5000 per year, 1350 volunteers.

Mayor Ross said the fee for the Optimist needs to be workshopped. He would like it to be removed.

Mrs. Sims said she will reach out to the Optimist to discuss.

Commissioner Curran said that Pete Schlang is watching and the registration has been flat for the past 5 years. He also said moving 5 on 5 to flamingo will help the fields at the sports complex.

Commissioner Pulcini asked about the need for a Recreation Director.

Commissioner Green asked Mrs. Yoezle if is it rational and logical to have her serve as both the Recreation Director and Public Works Director.

Denise Yoezle answered she believes it is most beneficial to have two separate directors.

Mayor Ross asked if were buying new equipment for the gym do we need repair money of \$4000.

Mrs. Yoezle said we do. We have other equipment that will need repairs.

Sydney Bleiweiss said that there is a monthly maintenance on the equipment.

Capital Projects

Commissioner Meltzer asked about webtrac and its usage.

Mrs. Yoezle said webtrac allows people to rent a facility from home. It also allows sign up for activities and camp.

Mayor Ross asked if coaches can register to be coaches. Mayor Ross asked if we have a program that someone can sign up to be a coach.

Mrs. Yoezle cannot answer that question at this time with programs requiring coaching requirements.

Commissioner Meltzer wants to look at the increase in fees for camp.

Public Works Director recommends a smaller increase for 2020.

Mayor Ross asked about grants listed on page 144/145 and would like to know when they expire.

Mrs. Yoezle said that the only grants that we need to look at for the deadlines are the 2 grants at Bill Lips Park.

Mayor Ross asked what we need to match.

Mrs. Yoezle said 50%.

Commissioner Pulcini asked about the \$150 for card access and the \$200 for the impact windows.

Mrs. Sims said there is a grant associated with the impact windows.

Commissioner Meltzer asked to remove the unfunded projects.

Mike Bufalo 11648 SW 59 St, spoke on the BSO contract and the fire apparatuses used in the past.

Commissioner Meltzer asked about pages 151/152 resurfacing at Ted Ferone.

Mrs. Yoezle said that those courts are on an 8-year cycle.

Commissioner Meltzer said that we have Stirling Road that needs done and we are working on basketball courts.

Commissioner Curran said that waiting on asphalt will cause more damages.

Commissioner Pulcini said we should have money in the future.

Commissioner Meltzer asked if we have personnel in place that can resurface.

Mrs. Yoezle answered no.

Mayor Ross asked about painting of pavilions for the Elementary schools.

Mrs. Yoezle said it is in our agreement.

Commissioner Curran said we built the pavilions and we are responsible for maintenance.

Mayor Ross wants to see the agreement.

Road and Bridge

Commissioner Meltzer asked about fuel tax revenues and the increase of 4% from 19 to 20.

Mrs. Walker answered yes that is based on projections, the actual estimates from the state has not come in yet.

Commissioner Meltzer asked about looking into state funding, monitoring it.

Mrs. Walker said that the state does an allocation.

Commissioner Green asked if it is necessary to have staff check the state numbers when we are already taxing the staff with City priorities. Will be hiring parttime staff or someone to review this.

Mrs. Walker said that currently she does not have staff available.

Commissioner Meltzer asked if there is a consultant available.

Mrs. Sims said that she will look into it when we have time to dedicate to this project.

Commissioner Green said staff is pressed with the Budget and BSO budget, he believes there is not enough hours in the day to address all Commission requests.

Commissioner Meltzer said that he has not pressed staff for information.

Commissioner Green said he has not submitted any requests to let staff work on the budget and BSO contract.

Commissioner Meltzer said his requests are about the finances of the City.

Parking Lot Fund

Commissioner Meltzer asked about the G&A allocation.

Mrs. Walker said that the new cost allocation was done last year.

Commissioner Meltzer asked about the information he requested about the build outs for the two lots.

Mrs. Sims said that staff is working on it.

Commissioner Curran said that the residents that have rented spots have refused to spend money on expansions. He also said that you couldn't use taxpayer money to expand the size of the parking lot.

City Attorney Horowitz said that he would like to research the answer.

Commissioner Pulcini asked if an interfund loan can be used.

Commissioner Curran said that users of the lot refuse to pay an increase to build the lot. The first lot was built and paid for by the tenants and then the second lot was also paid for by the tenants.

Mayor Ross said that an issue was only a limited amount of residents would benefit.

Building Inspection Service Fund

Commissioner Meltzer asked about the inspector position.

Mrs. Walker was proposing the inspector in the budget as if an individual was hired, if it needs moved to professional services it can be transferred.

Commissioner Pulcini asked about the allocations.

Commissioner Curran asked if the study will help with revenue.

Mr. Fowler answered yes.

Commissioner Pulcini asked if it is normal that the Building Department cannot cover its overhead.

Mrs. Walker answered yes.

Commissioner Meltzer asked if we need the \$30,000 contingency.

Mr. Fowler answered if a new inspector is not hired it is a possibility.

Commissioner Pulcini asked if the new law will affect us, the one to allow the City to collect fines from expired permits.

Ted Fowler said it yes it will be loss revenue.

City Attorney Horowitz said the City Attorney's Office would supply information and updates on the new changes.

Growth Management

Mayor Ross asked how much we typically receive from the community development block grant.

Matt Wood answered we receive around \$55,000.

Mayor Ross asked if we hire a consultant for that grant and is it reimbursable.

Mrs. Walker answered no.

Commissioner Curran asked how many homes it reaches.

Denise Yoezle said it reaches 40 seniors.

Mayor Ross asked how many families utilize the CDBG grant.

Matt wood said the minor home repair program is typically 4 homes, the assistance program only a couple homes a year. The requirements are income based.

Mayor Ross asked how many people are in the Growth Management department.

Matt Wood answered 2.6.

Commissioner Meltzer asked if it is possible to merge the Departments of Growth Management with Building.

Commissioner Curran asked if it is possible to bring Code in house and out it under Growth Management.

Utilities

Mayor Ross asked about the old meter negotiations.

City Attorney Horowitz said that they are waiting on a counter offer.

Mayor Ross asked about water and sewer fee increases.

Mr. Bailey answered there will be an increase of 1.9% for rates in accordance with CPI.

Mayor Ross asked if we gotten anywhere with the warehouses in the Davie.

City Attorney Horowitz met with Mr. Bailey, Mr. Anathan and his law partner to look into those issues.

Commissioner Curran asked about capping the pipes.

Mr. Bailey is working diligently on the issue.

Water and Sewer Utility Fund

Mayor Ross asked about the increase in contractual services.

Mr. Bailey said utility location services went up and also costs associated with ATT, Mastec, Comcast and valve exercising.

Wastewater Transmission

Mayor Ross asked if there is an extra lift station with an increase from \$197 to \$210.

Mr. Bailey answered it is maintenance, not a new station.

Commissioner Meltzer asked the life expectancy of a lift station.

Mike answered there are different components in a lift station, maybe 40 years for the structure alone. The mechanicals do not last as long. Rehabilitation of a station is around \$200,000.

Mayor Ross asked about leasing instead of replacing the vehicle in the budget.

Mr. Bailey said yes in water distribution the price was used.

Mayor Ross asked if the trucks being replaced are used daily.

Mr. Bailey said yes.

Commissioner Meltzer asked about lift station 56 and the costs being more than others are.

Mr. Bailey answered it is a complete replacement.

Commissioner Meltzer asked about casual and contract labor; what does it cover.

Mr. Bailey answered landscaping costs.

Commissioner Meltzer stated sludge removal went down \$15000.

Mr. Bailey answered its due to a different vendor and use of different vehicles.

Utilities Customer Service

Commissioner Meltzer asked about revenue increasing from new meters.

Mr. Bailey said unaccounted for was 10 years ago in the 7% range with the faulty meters it was 15%. Now it's at 6%

Commissioner Pulcini asked about the salary increase to the department.

Mrs. Walker answered it is from a promotion.

Mayor Ross asked about us doing mailing in house.

Mr. Bailey said it's far cheaper to send it out.

Mrs. Walker said that e-billing is also helping.

Water and Sewer Administration

Mayor Ross asked about the engineering.

Mike Bailey said a new law passed to have the City preform a water risk assessment. The quote he received is for \$120,000.

Commissioner Meltzer asked about phones and internet decreasing.

Mrs. Walker said this is allocation different from previous years.

Commissioner Meltzer asked Mr. Bailey if he is comfortable with the \$250,000 contingency.

Mr. Bailey answered yes.

Mayor Ross asked if water conversation is mandatory.

Mr. Bailey said the Commission signed an agreement.

Commissioner Meltzer asked if were still subject to water restrictions.

Mr. Bailey said there are permanent restrictions from Broward County.

Water Sewer Capital Improvement Plan

Commissioner Meltzer asked about interest income.

Mrs. Walker answered it is an estimate.

Storm Water Fund

Commissioner Meltzer asked about the terms on the debt service of Natalie's cove

Mrs. Walker answered 2.27% interest.

Commissioner Meltzer asked about increase in funding for charges for services.

Mr. Bailey said it is an increased rate.

Commissioner Pulcini asked about the budget increasing from \$328 to \$600.

Mrs. Walker said the grant is included.

Police Confiscation Funds

Mayor Ross asked about the helicopter issue.

Captain Cates will look into it.

Commissioner Meltzer asked for actuals.

Captain Cates said in previous years money was moved.

Mayor Ross asked if these funds are used for the COP uniforms.

Chief Cates answered no.

Commissioner Pulcini asked why CERT is out of the City budget and COP is out of the police budget.

Mayor Ross said he went before the Commission years ago and the City supported the CERT program. Mayor Ross said that both programs are very beneficial to the residents.

Chief Caruso said all CERT programs are municipal City programs.

Commissioner Green said that certain member's serve in optimist and some serve in other capacities and those programs receive funding.

BSO Police

Mayor Ross asked if the CSA's listed include Code Officers.

Chief Caruso answered no they are separate.

Commissioner Meltzer asked about codes budget increase.

Commissioner Meltzer asked how many crossing guards we currently have. He supports adding an additional guard for Hiatus near Embassy.

Consensus was reached to add 2 crossing guards.

BSO Fire

Mayor Ross asked about the fire prevention officer.

Chief Caruso said he does the inspections and plans review.

Mayor Ross asked Chief Caruso if he has ever been a part of sharing chiefs and where it has occurred in Broward County.

Captain Caruso answered he has not.

Mayor Ross asked about the use of battalion chiefs instead of having a Chief as a possible option.

Commissioner Pulcini asked if we could do without a quint.

Chief Caruso said we would lose an ISO rating.

Commissioner Meltzer asked about a million dollars increase for fire. Do we have numbers.

Chief Caruso said that is ongoing with negotiations currently.

Ryan Shrouder said the actuals presented were not actual.

Commissioner Pulcini said we need the BSO budget actual costs.

Chief Caruso said the actual line item budget was given to the City.

Mrs. Walker said that was based on the consideration letter.

Commissioner Pulcini asked for previous years as well.

Mayor Ross asked if other cities are receiving a lower cost than last year.

Neither Chief Caruso nor Cates knew but they will get the information.

Ryan Shrouder asked spoke on seats and overtime costs.

Commissioner Curran asked about not paying overtime and how that affects personnel on.

Ryan Shrouder asked about calculating shift positions. We pay for four Captains but only have three, one is a float. How do they develop the cost for the float.

Chief Caruso said it has to do with the staffing factor.

Mayor Ross said there are currently three or the rescue, we can change to two. Does suppression accompany the rescue?

Chief Caruso said sometimes, based on the call. The Union contract requires three on a suppression.

Commissioner Pulcini asked what an adaptive call is.

Chief Caruso answered if a fire call comes in you staff the suppression units. If a rescue call comes in you staff the rescue. Problems occur with that system.

Mayor Ross said mutual aid comes in at that point.

Commissioner Curran asked when was the last time that we had an issue with adaptive calling.

Chief Caruso answered it's based on the call types.

Mayor Ross asked when do we have three calls called in at the same time.

Chief Caruso said it's about 35% of the time two calls come in at the same time.

Mayor Ross would like statistics on concurrent calls.

Ryan Shrouder asked about automatic aid.

5. Commission Discussion

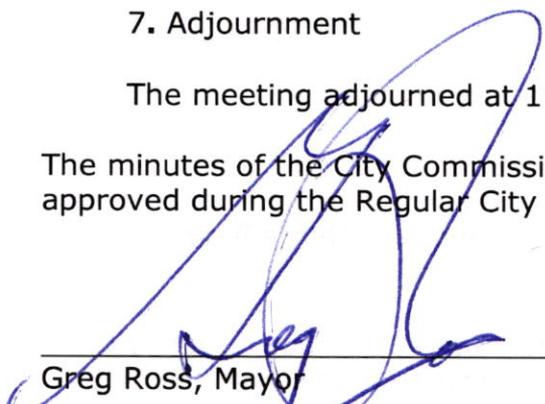
6. Additional Public Comments (each member of the public is allowed to speak for an additional two (2) minutes.

None.

7. Adjournment

The meeting adjourned at 1:59 AM.

The minutes of the City Commission Workshop Meeting of July 11, 2019 were approved during the Regular City Commission Meeting of October 10, 2019.



Greg Ross, Mayor



Kathryn Sims, City Clerk

NOTICE: This meeting is open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the Office of the City Clerk, 954-434-4300 ext. 220, not later than two days prior to such proceeding. One or more members of the City of Cooper City Advisory Boards may be in attendance and may participate at the meeting. Anyone wishing to appeal any decision made by the Cooper City Commission with respect to any matter considered at such meeting or hearing will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Agenda items may be viewed online at www.coopercityfl.org or at the Office of the City Clerk, City of Cooper City, 9090 SW 50 Place, Cooper City, Florida, 33328, 954-434-4300.