



**CITY OF COOPER CITY
CITY COMMISSION**

**COMMISSION REVIEW BUDGET WORKSHOP MINUTES
TUESDAY
APRIL 30, 2019 at 6:30 PM**

1. Pledge of Allegiance

Mayo 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)

Tiffany Mosca 3601 Bridge Rd, spoke on her concerns with a car accident on her street and the need for traffic calming devices.

Mayor Ross asked if she spoke with the HOA at Rock Creek and are they willing to provide the necessary implementation.

Ms. Mosca answered yes.

Mayor Ross advised that this action was caused by texting and there is a Texting Bill that passed the House and Senate and is waiting to be signed by the Governor. He advised Ms. Mosca to have Rock Creek come forward with the proposal.

Ms. Mosca advised she was told that the HOA is working with the City.

Commissioner Curran asked if we do speed devices in HOA's.

Mr. Bailey advised Bridge Road is a City road.

Commissioner Curran said that the studies need to be done and road studies will need to be completed.

Ms. Mosca said that there was a traffic study done on Bridge Road in 2014 that was denied due to the City Ordinance with the intersections being too close together for stop signs.

Commissioner Curran said that even with speed bumps he's not sure if that would help with regard to distracted drivers. He also asked if the stop signs are an issue is that a City Ordinance or County.

Utilities Director Mike Bailey answered the stop signs are Broward County.

Mayor Ross suggested that the speed signs be placed on that street.

Interim City Manager Sims advised that she met with staff this morning and BSO will put up sign boards and there is traffic enforcement currently in Rock Creek and she did speak with Ms. Mosca.

Mike Bufalo, 11648 SW 58 St, spoke on his concern with the backup and accurate information for the meeting

Commissioner Pulcini advised the Commission was presented information with the total budget.

Mr. Bufalo would like to have that information and additional information to the backup presented. He would also like to see revenue statements.

Mayor Ross asked that the additional information be posted online.

Interim City Manager Sims advised that the information is not a budget and the additional backup will be provided on the website tonight.

Commissioner Meltzer said that receiving additional backup one night prior to the meeting is not enough time for review. In the future he would like backup in a timely manner and also for that backup to be provided to the public as well.

Commissioner Pulcini said this meeting is required by Charter to review the Public Input Meetings. He believes that all the backup was extra and believes this should wait for the Finance Director to review it.

City Attorney Horowitz advised the City Manager has until July 1 to submit a budget to consider for the next fiscal year. The process includes 2 Public Input Workshops the City Charter then requires the City Manager to present the results of those Public Input Workshops to the Commission. Tonight is the first of at least 2 meetings that will be presented to the Commission.

Mayor Ross then suggested if necessary after a Finance Director is hired we can have a third meeting.

Commissioner Pulcini said that we need to discuss the public input from the prior meetings and the 2020 Budget that include Commission's direction.

Commissioner Green said that he believes this information is also a response to the Recovery Plan presented in January. He believes that we should allow staff to present information that they have been working on since November.

Commissioner Curran said that the presentation 2 weeks ago was not asked to be tabled or wait because we didn't have a Finance Director. The presentation is being done by the same individual and if it's not presented tonight when will it be presented? Commissioner Curran also said that he is responsible for 2 more budgets and these are as important to him as the first budget he worked on. He supports moving forward with the presentation and if so there can be a third meeting.

Mayor Ross said that he believes it's a disservice to not move forward tonight and if in the future another meeting is necessary he supports it.

Commissioner Pulcini said that any numbers produced should have been produced after Commission input. He believes the process has not been followed. The staff gave assumptions without Commission input.

Mayor Ross advised the process is governed by the Charter.

City Attorney Horowitz said that after the Public Input Workshops the City Manager should have no less than 2 meetings discussing the Public Input and input from the Commission for the upcoming budget.

Interim City Manager Sims said that they are not recommending a budget. These are issues that are on the horizon that they provided.

Commissioner Meltzer said that this meeting is to discuss the public input from the two prior meetings and other than a few bullet points he does not see the public's comments. He would like to see what the residents did say.

Commissioner Pulcini said he would like to see on the agenda a section for the Commissioners to directly give their input.

Interim City Manager Sims advised the section titled Commission Discussion was included with that purpose.

Commissioner Green said that he is referring to public comments from the beginning of year in regards to fund balance and the recovery plan. He said that he believes all 5 members of the Commission asked for information and believes the presentation is in response to that. He believes that if staff put in all the work to provide the information in the presentation that is an outlook why are we not willing to allow Mr. Anathan and staff to present it.

Commissioner Pulcini said that his comments were a suggestion and we are not running out of money.

4. Report on FY 20 Budget Public Input

Customer Service Supervisor Bob Anathan said that the presentation is strictly a FY 2019 outlook and is in response to the January 29, 2019 meeting.

Commissioner Pulcini asked Mr. Anathan about the monthly reports posted on the website that do not include appropriations and transfers in on the total revenues. He said that he added all the funds and the revenues in all the funds add up to fifty million. He said there is a discrepancy in the numbers.

Commissioner Meltzer said that he would like a statement of changes for funds. He would like to see fund balances.

Mr. Anathan advised the presentation includes 3 items. First is the response from the Public Input Meeting. Second is information in response to the January 29, 2019 meeting. The third item are considerations when looking forward. The overall intent is to obtain Commission input for the FY 19 budget. Mr. Anathan advised that a reoccurring statement from the public input meetings were the raise of the millage rate. Mr. Anathan advised unintended the monies from the increase helped the City after Hurricane Irma. Another comment from the meeting was basing a budget strictly on revenue and a concerning increased staffing. Also, cutting back without interfering with the health, safety and wellness of the City.

Commissioner Curran asked what is the projected amount of budget dedicated to BSO?

Mr. Anathan advised he didn't have an exact number but historically from General Fund its 65/66%.

Mr. Anathan advised that he is providing information based on the health of the General Fund. It was mentioned in the past that the General Fund was \$-239,000 and that had to do with the way things were presented in the proposed CAFR at that time.

Commissioner Pulcini asked Mr. Anathan if the \$-239,000 was that the number that was thought to be the unassigned balanced. But this number is known now to be not correct.

Mr. Anathan advised the fund balance is \$105,000 better.

Commissioner Pulcini asked if due to having no policy for allowances, how do we know if our amount is incorrect.

Mr. Anathan advised the prior prior finance Director had implemented a program in 3 year increments he was writing off anything that is still open.

Mr. Anathan advised we have improved the funding and reduce expenditures by 2.3 million and reduced the transfers out by 2.4 million. Total improvement is 6.1 million, which when added to opening possession gives you an overall improvement of 6.2 million which gives you a fund balance of 6 million. If and when the appropriate reserves are set in for EMS that fund balance may come down to 5.1 million.

Commissioner Meltzer asked how much money was set aside for the potential passing of Amendment 1?

Mr. Anathan said that he's not certain but he's heard the impact was thought to be around \$1.5 million.

Mr. Anathan advised the revenue improvement is \$425,000 and the improved the transfers in.

Commissioner Meltzer asked about the line in Revenue Overview titled services the increase of \$394,259 and what that is attributed to.

Mr. Anathan advised it was due to over budgeting and the increase in passports and the EMS transport fees were budgeted low.

Commissioner Meltzer asked about interest income and the increase and the reason behind it.

Mr. Anathan said that he doubled the year to date.

Commissioner Meltzer said that number may not be reliable and would like to see a schedule of investments. He also said that we need to have a ledger to reconcile numbers in the CAFR including assets and liabilities.

Commissioner Pulcini asked about page 6 in the PowerPoint and the increase in Water and sewer for \$574,000 that is the amount W&S will pay to the General Fund and about retaining money in the enterprise fund of \$90,000.

Mr. Anathan said that the number of \$90,000 includes capital expenditures and that number changes year to year.

Commissioner Pulcini said that there is no end to infrastructure updates and capital expenditures. He asked if we will raise our water fees.

Mr. Anathan said the Ordinance allows to raise it by CPI each year.

Mr. Anathan continued and spoke about funding to the General Fund that was not in the budget. The budget had no expectation of receiving funding from

the Building Department and the \$339,000 was a number developed by the consultants is coming back to fund balance. The storage lot will contribute \$57,059 back to Fund Balance.

Commissioner Meltzer asked traditionally the transfer back to the General Fund was \$37,000 where does in the increase come from?

Mr. Anathan advised the consultants conducted the study in March 2018 said to be a higher number.

Commissioner Meltzer asked if anyone did a cost accounting analysis to see how much time and money came from other funds to fund the storage lot. He also suggested the \$57,059 is a plug in number and would like to see a cost analysis of where the funds came from.

Commissioner Pulcini asked about the 13% increase in revenues in water and Sewer.

Mr. Anathan said he based the numbers on seasonal patterns which he used in his past experiences. He also said that more updated workable meters are being installed.

Mr. Anathan spoke on the expenditure side and looked at areas where expenditures that have been cut.

Commissioner Meltzer asked about Commission personnel number of \$417,899.

Mr. Anathan advised \$150,000 of retiree benefits are included as well as health benefits.

Commissioner Meltzer asked about a reduction in Public Works Property.

Public Works Director Denise Yoezle attributed that to a vacancies and a turnover.

Commissioner Meltzer asked if we can do without filling that vacancies.

Mrs. Yoezle advised it's a dynamic position of City electrician.

Commissioner Pulcini asked about Recreation.

Mr. Anathan advised that the assumption is Recreation director will stay open until the end of this fiscal year.

Commissioner Green asked if the Public Works Director can continue to function at an appropriate level as she is currently both the Public Works Director and Interim Recreation Director.

Mrs. Yoezle answered she has been functioning well do to a great staff in both departments she can manage at a higher level as well as her staff for the time being.

Commissioner Green asked if this is an appropriate way for a City to function by having a Public Works Director act as a Recreation Director as well.

Mrs. Yoezle said its challenging there's a lot of moving parts in place and could not give a definitive answer today.

Commissioner Green asked this because of grant opportunities and wants to make sure someone is looking into Recreation grants.

Interim City Manager Sims advised that role is still open because of the lack of City Manager.

Commissioner Curran said that Mrs. Yoezle has been amazing with all events. He doesn't want the City to lose any opportunities for Recreation grants, that a Recreation Director should be handling. He recognizes that the summer months and hurricane season approaching and that is a priority for a Public Works Director and he does have a concern in regard to that.

Commissioner Pulcini asked if we will have to revise page 12.

Mr. Anathan answered all pages will need revised as this is a forecast.

Commissioner Meltzer asked about the Commission line item overview.

Mr. Anathan said that health plans and pensions are included.

Commissioner Meltzer asked if these retirement costs are included in other departments, are they consistent?

Mr. Anathan said Commission, Finance, Administration and Recreation.

Commissioner Meltzer asked about Legal and the increase of \$57,500.

Mr. Anathan answered that he met with the City Attorney and noted that there's an increase in City Attorney activity.

Commissioner Meltzer asked the Interim City Manager if he can see the legal bills from January 8, 2019 to present.

Mayor Ross asked about the line item titled Non-Department

Mr. Anathan said that item includes liability, electricity, BS&A, new website proposals and is a collection of a lot of items.

Mr. Anathan spoke on the Building Department and advised the General Fund will not need to support the Building Department.

Commissioner Curran asked if the General Fund will be short?

Mr. Anathan explained that the building fund had cost savings and doesn't need to take from the General Fund.

Mr. Anathan explained the Road and Bridge Fund the General Fund will not need the original number of \$445,000 but instead only \$9,823.

Commissioner Meltzer asked if the Road and Bridge Fund can ever break even?

Mr. Anathan answered by design it cannot break even.

Commissioner Meltzer asked about the 9% increase in revenue.

Mr. Anathan said he followed the historic data.

Commissioner Pulcini asked about the increase in grant revenues and asked what grants they are?

Public Works Director Yoezle said that they have been just starting to see very recently grant moneys that we have had for 5 years that are tied to Flamingo West Park. The Parks for People Grant was received 2 more grants have been applied for and they are in the paperwork process of receiving the \$800,000 from the State appropriation. There is no specific timeline on when we will receive the grants.

Commissioner Pulcini asked if they are obligated.

Ms. Yoezle said the \$1.4 has been obligated.

Commissioner Pulcini asked about income that was \$197,000 actual in 18 and \$80,000 in forecast?

Mr. Anathan responded that its impact fees and interested income.

Commissioner Meltzer asked about page 17 the loan from the water and sewer fund.

Mr. Anathan said this was a loan discussed last May that wasn't booked.

Commissioner Meltzer asked about the pay back?

Mr. Anathan said that will be included in the FY 2020 budget.

Commissioner Pulcini asked Mike Bailey if he would need a loan.

Utility Director Mike Bailey replied we will probably not need a loan.

Mr. Anathan spoke on projects that are kept and deferred or cancelled.

Commissioner Meltzer asked specifically what projects are cancelled and differed with costs.

Public Works Director Denise Yoezle said that could be found on page 19 of the presentation.

Mr. Anathan said a large majority we deferred not cancelled.

Commissioner Green asked if deferred refers to 1 or 2 years?

Mrs. Yoezle answered a 3-year deferment based on priority.

Commissioner Pulcini asked what Carbon Footprint is in the list of deferred projects.

Interim Assistant Finance Director Kerri Anne Fisher answered it was a project by the Green Advisory Board years ago. It was budgeted for in 2014 that was rolled over.

Commissioner Meltzer asked how many pergolas are we building and why are we spending close to 20,000 on pergola design if the project is deferred.

Mr. Anathan said it has already been spent.

Mr. Anathan spoke on the Water Sewer Fund CIP. Some of the Water Sewer CIP projects were deferred providing savings of \$1,132,958.

Commissioner Pulcini asked about lift stations and if the prices are accurate with taking out contingency's.

Mayor Ross asked if these projects include permit costs?

Utilities Director Mike Bailey answered yes.

Commissioner Meltzer asked if the deferred or cancelled items were not items of necessity?

Mr. Bailey answered the only project that was canceled was the Gravity Sewer Rehab because that was projected for last year and not gotten to and it was rolled over.

Mr. Anathan spoke on General Fund and Fund Balance. He spoke on items that will come into play for the upcoming budget. This is not a recommended budget. He spoke on how changes to the millage rate will affect revenue. He also addressed tax base and tax growth and 1% of growth could reflect around \$210,000. Increase fund balance is another issue that will come into play for the 2019 Budget and also BSO costs. Wage increases listed at 2% was strictly increase. Health costs and pensions will need to be addressed as well as Departmental Operating and Capital Expense Increases. The Water and Sewer repayment will need to be looked at as well. He spoke on potential assumptions and a potential outcome of a general fund increase. These are not recommendations but just suggested tradeoffs. He looked at assumptions for personnel costs, health benefits and pensions. Operating expenses assumption impacts were also listed.

Commissioner Curran asked about the short fall in Road and Bridge Fund and if the contingency can cover that. He said that the Road and Bridge fund needs to take priority.

Commissioner Meltzer concurred with Commissioner Curran that the Road and Bridge Fund is important and resources will be needed. We need a comprehensive 10-20-year plan for maintaining the roads.

Commissioner Pulcini said we do currently have a 5-year plan but it needs adjusted.

5. FY 19 Forecast Update / Fund Balance

6. Commission Discussion

Commissioner Curran asked Mr. Anathan if re-invest in Cooper City is still well.

Mr. Anathan responded that he is not familiar with it.

Commissioner Curran wants to know the status of the reinvest program.

Commissioner Curran believes it was added to the mileage and would like an update on the status of the program.

Commissioner Green believes it was a mileage increase around 2012. He believes the funding was used for pressure cleaning, sidewalk repairs and tree trimming.

Commissioner Meltzer said he will not raise taxes and wants sound efficient operations from Directors.

Commissioner Pulcini said he has 2 main expectations he wants mileage brought down to the previous Amendment 2 rate and he does not want to use fund balance. He wants all expenditures to be covered by revenue.

Mr. Anathan asked for guidance for lowering the millage rate.

Mayor Ross said that he was quoted insufficiently when they increased the mileage in the past. The mileage increase was due to 2 factors, potential passing of Amendment 1 and BSO. He would like the millage rate to go down and that the monies from the prior mileage increase was used for the hurricane. He spoke on the BSO contract and the need to address vacancies, SRO's and radios. He spoke on a prior lawsuit that we beat successfully. He also believes that we can lower the mileage with working closely with staff.

Commissioner Curran said that the Directors only carry 28% of the budget with BSO taking up the rest. He knows Directors will work diligently to make cuts.

Commissioner Pulcini asked if the BSO contract expires can we continue month to month.

City Attorney Horowitz answered it is law that the Sheriff's Office is required to provide a minimum level of service.

Commissioner Pulcini asked if the contract states month to month.

Attorney Horowitz does not believe so.

Mayor Ross said that we need to read the contract. He said that we have had 3 vacancies and believes we can possibly keep running without them. Also having 2 people on the rig instead of 3 may be an option.

Commissioner Pulcini said let's calm down and let's look at what BSO will present.

Mayor Ross said that we have to take a hard look at BSO and maybe reorganization can be an option. Let's talk with BSO and see what can be worked out.

Commissioner Green said that we all want a reduction in the millage rate and hopefully we can get there. He believes it's an unrealistic expectation to make Staff offer changes and reductions and not BSO. That expectation should be on everyone across the board. Commissioner Green also thanked the staff for all their efforts and hard work for the residents.

Commissioner Meltzer agrees its incumbent upon the directors and BSO. He also believes the Commission should lead by example.

Commissioner Pulcini said he wants to lower taxes to the rate prior to Amendment 1 and he doesn't want to use fund balance for the 2020 Budget. Also, he would like staff to work in conjunction with a 5-year plan for infrastructure.

Mayor Ross said that we are not the only City negotiating with BSO. He would like to see what the Sheriff is offering them compared to loyalty. He also would like reorganization to be considered and revenue neutral proof.

Commissioner Curran would like a Workshop to review Roberts Rules, interaction between staff and directors and the roles of Commissioners.

Mayor Ross has no difficulty with education and or reeducation.

Consensus was reached to have the City Attorney put on a workshop.

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

Mike Bufalo, 11648 SW 58 Street, spoke on his concerns with the Commission in the past not looking at financial concerns, he also had a concern with the information in the presentation. He wants all professionals held to a higher level.

Jennifer Goldfarb, 11869 SW 55 Street, said it was nice to see Sherry. She also quoted the former City Manager that said that if we are in a time of need we have to tighten our belts. She also said that the housing market is in the same shape it was when it burst. She also asked about FEMA reimbursement. She would also like to see the revenue on page 7 in the presentation broken down by department. She also stated the Directors need to look into increasing revenue. She said on page 13 the expenses this year are increased compared to last year.

Commissioner Pulcini said that residents on an average go to work one month out of the year just to pay property taxes and we owe them.

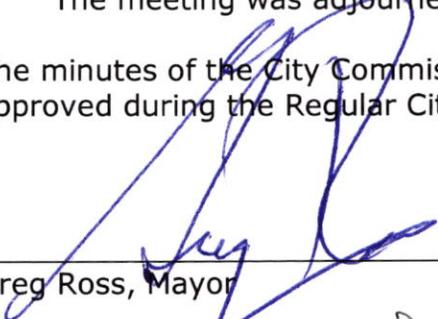
David Nall, spoke on employee health plans and that the city pays 70% of the Family portion. He said law enforcement pays more for less coverage. We have to cut expenses and it's a collective effort. He also would like to know what the amended budget is for Flamingo West park. He said its \$10.876 when \$9.8 was approved as of September 30, 2019. He asked where the increase came from.

Mayor Ross said that maybe it's time to look at reorganization or outsourcing. He thanked the residents, staff and Mr. Anathan.

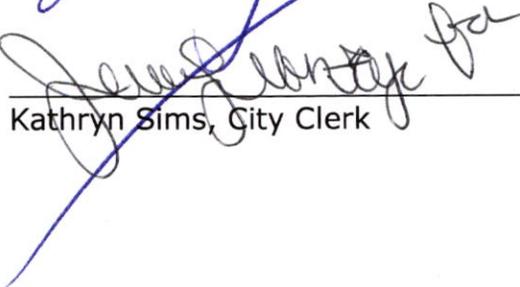
8. Adjournment

The meeting was adjourned at 9:17 PM.

The minutes of the City Commission Workshop Meeting of April 30, 2019 were approved during the Regular City Commission Meeting of September 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.