

MINUTES

BUDGET WORKSHOP  
KEY BISCAWAYNE, FLORIDA

TUESDAY, JUNE 21, 2011

COUNCIL CHAMBER  
560 CRANDON BOULEVARD

The meeting was called to order by the Mayor at 7:00 p.m. Present were Councilmembers Enrique Garcia, Robert Gusman, Mayra Lindsay, James S. Taintor, Vice Mayor Michael E. Kelly and Mayor Franklin H. Caplan. Councilmember Michael W. Davey was absent. Also present were Village Manager Genaro "Chip" Iglesias, Village Clerk Conchita H. Alvarez and Village Attorney Stephen J. Helfman.

The Mayor addressed the Council welcoming the public to the Budget Workshop.

The Manager addressed the Council giving a brief introduction to the budget presentation.

The following staff was also present: Director of Building, Zoning and Planning Jud Kurlancheek, Director of Parks and Recreation Todd Hofferberth, Executive Assistant to the Manager Jennifer Medina, Chief of Police Charles Press, Deputy Police Chief Joe Monteagudo, Chief of Fire Rescue John C. Gilbert, Deputy Chief of Fire Rescue Eric Lang, Public Works Director Armando Nunez, IT Administrator Michael Fleming and Acting Finance Director Beatrice Galeano.

The Manager reported that the preliminary roll assessment provided by the Miami-Dade County Property Appraiser's Office reflects an increase in our property values of 1.5%, which is the first increase in 4 years. At a 3.2 Millage rate, this would generate approximately an additional \$243.929. Last year we had a decrease of 8.6%. Our reduction in revenue from property taxes last year was approximately \$1.5 million.

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The Manager also reported that the State of Florida will be providing their projection of state shared revenues at the end of June (not available at the time of creating the agenda).

The property tax revenue estimated is with the current 3.2 millage rate. Millage rate will be a key point of discussion during our budget deliberations due to pressure on the operating budget, lack of investment for capital needs this budget year and next fiscal year and recent discussion on land acquisition. Some assumptions included within this budget are: 1.) Police Officers, Sergeants and Lieutenants COLA based on CPI, which is at 3% and reflects labor contract obligations; 2.) Fire Department labor contract obligations: Step of 5% for eligible personnel; 3.) 15% Cost Sharing for Public Works Department from the Stormwater Fund; 4.) General Employees labor contract negotiations are ongoing; therefore, merit and COLA increases have not been included, but may be added at a later date.

The Village will commence negotiations with the Firefighters on August 1, 2011. These negotiations will also impact the outcome of our budget deliberations. Additionally certain labor assumptions could change, thereby changing the figures. Upon further deliberations and community input, we will continue to prepare a budget for the September budget hearings. On July 5th, we will preliminarily set our millage rate at the Council meeting. We may want to consider setting a rate that is above the current 3.2 to allow some flexibility in our budget preparation and discussion. This rate can always be lowered and set at the current rate, if so desired, after a full and complete discussion and analysis.

Our budget has reflected the needs of the community each of the last three years, despite substantial revenue reduction. At the same time, we have lowered our expenses by instituting cost-cutting measures, reorganization of service delivery, and seeking new services provided to the Village in a more cost efficient manner. Despite the revenue reduction and cost-cutting measures, we have delivered surpluses each year. These collective actions have allowed a reserve carry-forward of approximately \$2.5 million to utilize in a strategic manner to fund certain priorities without increasing taxes.

The goal for this budget, as in the previous years, is to not impact services, while “holding the line” on expenditures. This is a preliminary step in the budgeting process and I look forward for Council’s direction and community input.

The following residents addressed the Council: Ed Meyer, 798 Crandon Boulevard and Pat Woodson Weinman, 940 Mariner Drive, on behalf of the Land Acquisition Committee.

Acting Finance Director Galeano addressed the Council regarding General Fund Revenues; the Manager addressed the Council regarding the Council and the Administration Budgets; the Attorney addressed the Council regarding the Attorney’s Budget; the Clerk addressed the Council regarding the Clerk’s Budget; Director Kurlancheek addressed the Council regarding the Building, Zoning and

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Planning Department Budget; Chief Press addressed the Council regarding the Police Department Budget; Chief Gilbert addressed the Council regarding the Fire Rescue Department Budget; Director Nunez addressed the Council regarding the Public Works Department Budget and Director Hofferberth addressed the Council regarding the Parks and Recreation Department Budget, the Community Center Budget and the Athletics Division Budget.

It was the consensus of Council to move the Videographer & Equipment line item from the Council's budget to the Manager's budget.

The Manager also addressed the Council regarding the preliminary 5-year CIP for FY's 2012-2016 recommending that the Council focus on just deciding FY 11-12 given that, at this time, we have a shortfall of \$2,639,433. The deficit could be reduced with the transfer of a portion of the excess revenue over expenditures in the General Fund Budget. Additionally, there is a balance of \$1,126,886 in the Capital Improvement Plan in the General Fund.

It was the consensus of Council to add street signs to the CIP.

A schedule of future meetings and events was presented to the Council.

The meeting was adjourned at 10:40 p.m.

***Respectfully submitted:***

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***Conchita H. Alvarez, MMC***  
***Village Clerk***

***Approved this 28th day of June, 2011:***

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***Franklin H. Caplan***  
***Mayor***

***IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE VILLAGE COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON 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.***