



CITY OF COCONUT CREEK CITY COMMISSION MINUTES

Government Center
4800 W. Copans Road
Coconut Creek, Florida

Date: August 5, 2020
Time: 9:00 a.m.
Meeting No. 2020-0805WS (Budget)

1. CALL TO ORDER

Mayor Sarbone called the meeting to order at 9:00 a.m.

2. PRESENT UPON ROLL CALL:

Mayor Lou Sarbone (via Zoom)
Vice Mayor Joshua Rydell (via Zoom)
Commissioner Rebecca A. Tooley
Commissioner Mikkie Belvedere (via Zoom)
Commissioner Sandra L. Welch
City Manager Karen M. Brooks
City Attorney Terrill C. Pyburn
City Clerk Leslie Wallace May

Mayor Sarbone explained the Governor's Executive Orders and Section 252.38, Florida Statutes that authorize local governments to waive procedures and formalities otherwise required by both state and local law, to allow for public meetings during the pandemic. He noted that the meeting was being conducted live with two commissioners physically present and participation by three commissioners using communications media technology consistent with the Governor's Orders and State law. City Attorney Pyburn explained the procedures for public participation and comment for the meeting. City Clerk Leslie Wallace May stated there were no public comments received by telephone or email prior to the meeting.

3. OVERVIEW OF CITY FINANCES

Director of Finance and Administrative Services Peta-Gay Lake gave an overview of the agenda and explained adjustments in operations due to the COVID-19 pandemic. She noted major losses were experienced in revenue streams, including those driven by consumer spending. She explained the priority while preparing the Fiscal Year 2021 (FY21) budget was to limit the impact on services to the public as well as to the employees working diligently to respond to the pandemic.

Budget and Grants Manager Kisha Bolden explained the strategic planning process had been halted due to the COVID-19 pandemic and is scheduled to resume in January 2021. Ms. Bolden began a *PowerPoint* presentation and discussed the budget process.

Current Economic Conditions

Ms. Lake showed a *PowerPoint* slide detailing current economic conditions as the City and nation navigate the COVID-19 pandemic, including:

- Closed businesses, temporary and permanent
- Volatile stock market
- Interest rates at an all-time low

- Slowed consumer spending
- Increased unemployment
- Social change and related education

Ms. Lake reviewed operational impacts of the COVID-19 pandemic on the City, including:

- Shifting work assignments and changing staffing levels
- Enforcing state and local emergency orders
- Launching virtual activities
- Adjusting community transportation schedules
- Utilizing audio and video conferences
- Adding additional cleaning and sanitizing services
- Distributing personal protective equipment to staff
- Assisting staff to telecommute where possible
- Business assistance programs

Ms. Lake outlined impacts of the pandemic on Fiscal Year 2020 (FY20) year-end projections, noting the General Fund was most significantly affected. She showed a *PowerPoint* slide estimating a FY20 General Fund deficit of \$2,303,495 and an estimated deficit in other funds of \$2,133,734.

Operating Fund Summaries

Ms. Lake showed a *PowerPoint* slide summarizing the budget and operational challenges and opportunities for FY21:

- Continued impacts of the COVID-19 pandemic
- Transition of E-911 Communications Services
- Transition of Fire Rescue Services
- Legislative and unfunded mandates
- Department requests and unfunded Capital Improvement projects

Ms. Lake outlined financial tactics implemented and consequences of the COVID-19 pandemic's impact on the budget process.

Proposed Operating Budget Expenditures Financial Highlights

Ms. Lake explained the proposed FY21 operating budget expenditures increased 4% over the previous fiscal year, which included a staffing increase of four Full-Time Equivalent (FTE) positions to meet service demands, \$2,502,650 in program modifications, \$719,730 in proposed new Capital Outlay, and the proposed investment of \$23,787,580 in capital improvements.

Proposed Payroll Adjustments

Ms. Lake explained the proposed Cost-of-Living Adjustment (COLA) was zero for general employees, representing a negative COLA, and 2.25% for Police Lieutenants, Sergeants, and Officers. She noted that the health insurance premium increase was 5.5%, with the City's contribution increasing from 75% to 76%. She noted increases to the Florida State Retirement (FRS) contribution amount to approximately \$175,000.

Operating Fund Summaries

Ms. Lake showed a *PowerPoint* slide summarizing the four operating funds:

- General Fund
- Street Construction and Maintenance Fund
- Water/Wastewater Fund
- Stormwater Fund

Proposed Rates and Fees Summary

Ms. Lake noted that the proposed millage rate of 6.5378 mills remains unchanged from FY20; the proposed fire assessment rate would increase by 5% (\$196.13 per year for single-family and \$176.54 per year for multi-family); the proposed solid waste collection and disposal rate would increase by 10% for single-family homes (from \$284.04 per year to \$312.42 per year).

Property Tax Valuations

Ms. Lake explained there was a 5.41% increase in property tax valuations for FY21. She stated two components of the increase were reassessments and adjustments of 4.63% and a 0.78% increase due to new construction. She noted Homestead valuations would increase 2.3%.

Historical Property Valuations

Ms. Lake showed a *PowerPoint* slide detailing property valuation from 2007 - 2020 for reassessments and new construction and noted that valuations were steadily increasing since the recession. She noted it was unknown how property valuations will be impacted by the pandemic.

Solid Waste Rates

Ms. Lake showed a *PowerPoint* slide detailing a comparison of fire assessment fees in other municipalities, showing Coconut Creek's fees as lower than Margate, Tamarac, Coral Springs, Pompano Beach, Parkland, Davie, and Deerfield Beach.

Ms. Lake reminded the Commission that on July 23, City Manager Karen Brooks requested consensus to submit the TRIM notice at a rate of \$312.42 per year, with an official notice mailed to residents and businesses in August. She noted the rate represented full recovery of the cost of waste disposal and recycling and was the maximum allowable rate. She explained that the City's waste hauler, Republic Services, had since notified staff of a rate increase, which put staff in the position of reevaluating the solid waste collection and disposal assessment rate.

General Fund Summary

Ms. Lake showed a *PowerPoint* slide summarizing the General Fund balance from the last two years and the proposed FY21 budget, highlighting the following:

- An increase in property taxes of \$1.2 million, \$1 million due to reassessments and adjustments and \$200,000 due to new construction;

- Utility taxes and intergovernmental revenues decreased by approximately \$800,000 due to reduction in fuel prices and consumer demand;
- A decrease in Licenses/Permits of \$200,000 due to changes in new developments;
- Charges for services increased by \$200,000, partially off-set by the removal of contracts with the City of Margate for teletype services and Broward College for law enforcement services;
- Employees assigned to Broward College were reassigned accordingly and the reduction in revenue was offset by the removal of two vacant positions within the Police Department;
- Transfer from Seminole Mitigation Fund increased by \$200,000 to fund the increase in fire protection and EMS services; and
- Projected decrease in appropriated fund balance limited to \$200,000 as a result of savings carried forward from FY20.

Ms. Lake highlighted several of the proposed expenditures for FY21, including:

- An increase in personnel services of \$1.8 million due to staffing changes, pay-for-performance, COLA, health insurance, and pension increases;
- An increase in operating expenditures by \$1.9 million due to a rise in costs with the City of Margate's contract for Fire Rescue services and other contractual increases;
- Non-operating and contingency decreased by \$500,000;
- A decrease in the capital outlay by \$1.9 million due to anticipated reductions in intergovernmental revenues and utility taxes; and
- Proposed use of \$5.5 million in reserves to balance the budget.

New Items for FY21

Ms. Lake showed *PowerPoint* slides listing the program modifications and capital outlay for FY21 and noted that each program request would be discussed during the review of the FY21 proposed operating and capital projects portion of the presentation.

General Fund Scenarios

Ms. Lake explained staff addressed the challenges of the pandemic situation by providing a conservative, middle-of-the-road budget with an unchanged millage rate. She showed a *PowerPoint* slide outlining the budget preparation process:

- Maintains current millage rate;
- Avoids staff layoffs or furloughs;
- Significantly reduces investment in capital projects.

Ms. Lake outlined best and worst-case outcomes for FY21 based on projections related to the changing pandemic situation. She noted staff would be actively reviewing the situation to make any necessary adjustments in a timely manner.

Streets Fund Summary

Ms. Lake explained the major revenues for the Streets Fund were fuel taxes, shared revenues, and the transportation surtax. She stated expenses included an increase in personnel services and a net decrease in operating costs and capital costs due to changes in needs for the Community Bus program. She pointed out new requests included the purchase of a backup

trolley for the Lyons Road Butterfly Express Trolley #2, contingent on grant funding. She stated there were no major variances in the street construction and maintenance fund.

Water/Wastewater Fund Summary

Ms. Lake explained that the Water/Wastewater Fund was mainly supported by Water/Wastewater fees provided for in the 2017 rate study and adopted by ordinance. She stated the fees included a 2.5% rate increase for FY21 and noted the fund was not significantly impacted by COVID-19 but would continue to be monitored for collections. She noted minor increases for proposed capital outlay and capital improvements.

Stormwater Management Fund Summary

Ms. Lake stated that there were no significant changes to the Stormwater Fund and commented that the rate increase was scheduled by ordinance according to the Consumer Price Index (CPI) and is approximately 0.73%. She stated the fee increase would be from \$3.92 per month to \$3.95.

Other Funds Summary

Ms. Lake showed a *PowerPoint* slide summarizing the other funds in the budget and the services funded with each.

Grant Reimbursements

Ms. Lake reviewed a *PowerPoint* slide summarizing grant reimbursement related to Hurricane Irma, Hurricane Dorian, and COVID-19.

Transportation Surtax Update

Ms. Lake provided a brief update on anticipated funding from the Transportation Surtax for City projects, including the ranking of each project. She stated a total of \$3.8 million was secured.

Donations

Ms. Lake reviewed a *PowerPoint* slide showing donation requests for FY21, along with the amounts adopted in FY20 and amounts proposed FY21 budget:

- Area Agency on Aging of Broward County - \$39,780
- Early Learning Coalition - \$25,700
- Broward 211 (no request for FY21)
- Women in Distress of Broward County, Inc. - \$8,000
- Do the Right Thing Coconut Creek - \$5,000
- Junior Achievement (no request for FY21)
- Broward League of Cities Scholarship (no request for FY21)
- Guild for Arts and Literature (no request for FY21)
- Other Donations TBD - \$22,600

City Manager Brooks noted that four requests for funding were received for FY21 and that funding was reserved in Other Donations TBD should the Commission want to fund those agencies funded in FY20. Discussion ensued regarding the requests. Consensus was given to

fund the dollar amounts listed in the FY21 budget with the exception of Junior Achievement because the agency was funded through a separate agreement.

Mayor Sarbone recognized Pablo Calvo, who was present to speak on behalf of the Early Learning Coalition for their donation request. Mr. Calvo briefly spoke about the school readiness program that the donation from the City would help to fund. He gave a brief update on how COVID-19 had impacted childcare and early learning in Broward County.

Commissioner Tooley asked that a report be provided by the Guild for Arts and Literature prior to the FY22 budget discussion.

Discussion

Commissioner Welch asked how protection for employees would be addressed in the City Hall Lobby. Ms. Brooks clarified the purchase of bullet proof glass as a counter or a wall was approved in the FY20 budget. Ms. Brooks provided a brief update on the project.

Commissioner Welch asked if updated vests had been supplied to police officers. Police Chief Albert “Butch” Arenal stated body armor had been funded and distributed. He noted the items are purchased as needed.

Commissioner Welch asked if a follow-up on the community forum was scheduled. Deputy City Manager Sheila Rose stated staff was following up on several components of the Unity In Our Community Forum, which were described as action steps. She noted a follow-up component related to education was in the planning phase.

Commissioner Tooley stated she did not want to add any additional programs this year because she believed the next budget year would be more difficult due to COVID-19, and she would hope no employees needed to be laid off. She noted staff had done an excellent job.

Commissioner Belvedere expressed concern regarding lost revenue and said she did not want to lay off personnel. She thanked staff for keeping increases as small as possible. Vice Mayor Rydell spoke to cutting capital expenditures in order to bring the City’s budget to net neutral. He noted shifting events to virtual formats would save money.

Mayor Sarbone commented that the City’s approach of budgeting expenses and trying not to spend would continue to serve the City well as it faced lost revenue and increased expenses resulting from the pandemic. He agreed with his colleagues that he did not want to lay off employees and that delaying capital expenditures could help address shortfalls.

4. REVIEW OF CITY’S FISCAL YEAR 2021 PROPOSED OPERATING AND CAPITAL BUDGET

Ms. Lake began a review of the FY21 Proposed Budget by department and the Five-Year Capital Improvement Plan.

City Commission

Ms. Lake stated that reduction to the City Commission budget included staffing changes and suspension of the Vision 2030 process. She noted there were no new requests for FY21.

City Attorney

Ms. Bolden briefly reviewed accomplishments of the City Attorney's office in FY20, along with goals for FY21. Ms. Lake noted there were no new requests in the City Attorney budget for FY21.

City Manager

Ms. Bolden briefly reviewed accomplishments of the City Manager's office in FY20, along with goals for FY21. Ms. Lake noted the major variance in the department was due to the addition of a Deputy City Manager position and stated there were no new requests for FY21.

Community Relations

Ms. Bolden briefly reviewed accomplishments of the Community Relations department in FY20, along with goals for FY21. Ms. Lake noted there were no major variances in the Community Relations budget. Discussion ensued regarding improving or disbanding *Coconut Creek Lifestyle* magazine, and considering budgeting a smaller portion of funds for other forms of communication, like a quarterly publication, in its place. Ms. Brooks asserted the City has an agreement with the magazine, and staff would research the termination clause. Consensus was given for staff to provide possible notice to *Coconut Creek Lifestyle* magazine of termination of the agreement.

City Clerk

Ms. Bolden briefly reviewed accomplishments of the City Clerk Department in FY20, along with goals for FY21. She noted a program modification, which was a position reclassification for an administrative assistant. Ms. Lake noted the variations in the department budget were due to staffing changes and election costs.

Finance and Administrative Services

Ms. Bolden briefly reviewed accomplishments of the Finance and Administrative Services Department in FY20, along with goals for FY21.

Information Technology

Ms. Bolden briefly reviewed accomplishments of the Information Technology (IT) Department in FY20, along with goals for FY21. She thanked the team for a solid response to COVID-19 and noted the department had programmed over 100 laptops in a matter of days to allow staff to work remotely due to the pandemic. Ms. Bolden explained IT had one capital outlay request in the budget for a solar utility vehicle. Discussion ensued regarding the cost of Zoom communication media technology software and the evaluation of Microsoft Teams software.

Human Resources and Risk Management

Ms. Bolden briefly reviewed accomplishments of Human Resources in FY20, along with goals for FY21. Ms. Lake noted the major variance in Human Resources was due to the addition of the Coconut Creek Fire Rescue Department.

The Commission took a ten-minute recess, and the meeting reconvened at 10:45 a.m.

Sustainable Development

Ms. Bolden briefly reviewed accomplishments of the Sustainable Development Department in FY20, along with goals for FY21. She noted an economic development incentive grant to aid businesses dealing with COVID-19 had provided \$165,000 to 66 Coconut Creek businesses to help stabilize the business community. Ms. Lake noted there were no major variances in economic development funding, urban design and development division, and code enforcement division. She stated the building services division had a reduction in expenses due to the downgrade of the vacant deputy director position to an assistant director position and reorganization of additional staffing to eliminate a position.

Police Department

Ms. Bolden outlined accomplishments of the Police Department in FY20.

Police Chief Arenal provided an update on Canine Taylor. He noted efforts continue to get Taylor into the schools when the school year starts and said any assistance from the City Commission and staff would be appreciated. Discussion ensued regarding reaching out to the School Board. Ms. Bolden continued with goals for FY21, noting the main focus will be reaccreditation, which takes place every three years. She stated the Police Department currently has six vacancies, with five in progress.

Ms. Lake explained major variances in the Police Department were due to salary adjustments, as well as timing of implementation of E-911 dispatch services. There were two reclassifications, with one coming at a cost savings, and an additional program modification for the LeadsOnline system.

Commissioner Tooley asked if any ground had been gained on getting grant funding for a SWAT vehicle. Chief Arenal stated progress is being made through a federal program. Discussion ensued regarding the needs of the Police Department.

Fire Department

Ms. Bolden outlined accomplishments and goals of the Fire Department, and outlined a program modification to move the fire protection services from Margate to create the Coconut Creek Fire Rescue Department at a total cost of \$1.96 million, breaking down as follows:

- Fire - \$1,174,360
 - Personnel - \$429,670
 - Operating - \$233,190
 - Capital - \$511,500
- Information Technology - \$485,750
 - Personnel - \$7,650
 - Operating - \$343,440
 - Capital - \$134,660

- Human Resources - \$252,880
 - Personnel - \$62,000
 - Operating - \$192,880

- Finance - \$17,700
 - Personnel - \$6,740
 - Operating - \$3,960
 - Capital - \$7,000

- Public Works - \$31,000
 - Operating - \$31,000

Discussion ensued regarding staffing and leadership for the Fire Rescue Department. Ms. Brooks stated the implementation team was still working on the specifics of transitioning staff and services.

Parks and Recreation Department

Ms. Bolden briefly reviewed accomplishments of the Parks and Recreation Department in FY20, along with goals for FY21. Ms. Lake outlined new requests, including modifications to:

- Create a Creek Fit Polar Club Group Exercise Program
- Butterfly Festival Park Modifications
- Summer Concert Series

Capital outlay requested included:

- Utility vehicle replacement
- Community Center – Public Art Display
- Community Center – Monarch Migration Garden Stations
- Portable Stage

Discussion ensued regarding the modifications.

Public Works Department

Ms. Bolden briefly reviewed accomplishments of the Public Works Department in FY20, along with goals for FY21. She outlined efforts to make a safe environment throughout the COVID-19 pandemic.

Discussion ensued regarding adding solar panels to larger buildings.

Ms. Lake reviewed new requests from Public Works, including a cardboard drop-off recycling pilot program, an increase in recycling costs, and capital outlay as follows:

- Fire Station #50 Generator Manual Transfer Switch
- Compact Utility Trailer
- Sports Field Aerator
- Utility Vehicle
- Vehicle Mast LED Light Towers

- Floating Fountain/Aerator
- Air Conditioning Machine
- Propane Evacuation System Tank
- Vehicle Coil Spring Compressor
- Lyons Road Butterfly Express Trolley #2 (pending grant)

Utilities and Engineering Department

Ms. Bolden briefly reviewed accomplishments of the Utilities and Engineering Department in FY20 and goals for FY21.

Osama Elshami, Director of Utilities and Engineering, provided an update on the Monarch Hill Landfill stipulated agreement in place to review the quantity of municipal solid waste at the landfill to control odors. He explained the third party auditing process and oversight by an in-house staff expert. He noted the lateral expansion of the landfill would be closely monitored. In response to a question from the Commission, staff explained the purpose of flushing units used for stale water to meet EPA thresholds.

Ms. Lake noted there were some variances due to staffing changes in Utilities, and reviewed capital outlay requests as follows:

- Security Access Gate at Johnson Road
- Gas Powered Vacuum Unit
- Portable Lateral Camera
- Electric Water Valve Actuator
- High Volume Water Pump
- Electric Demolition Hammer
- Carpet Replacement – Utilities & Engineering
- Air Compressor
- Trailer-Mounted Pressure Cleaner

5. REVIEW OF CITY'S PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

Ms. Lake led the discussion on the following CIP projects:

- Complete:
 - Splash Pads
 - South Creek Streetlight Enhancements
 - Winston Park Preserve Path to Hilton Road Greenway
 - Security Camera Installation (City Hall, Police Departments, Utilities and Engineering Building, and Community Center)
 - Facility Roof Replacement Program (City Hall)
 - Government Center (Phase IV – City Manager/City Attorney Suites)
 - Exterior Painting Program (Public Works/EOC Building)
 - Parks Improvement Program (Sabal Pines Park Fencing, Windmill Park Fountains)
 - Wastewater Force Main Isolation Valves Rehabilitation Program (Cullum Road)
 - Irrigation Pump Station Replacement Program (East and West Sample Road)
 - Parking Lot Rehabilitation Program (Recreation Center and the Rowe Community Center)

- Pedestrian Lighting (Coconut Creek Parkway)
- Copans Road Wastewater Transmission System – Phase I
- Hilton Road Water Storage/Repump Facility Upgrades (Design)
- Vinkemulder Road Improvements (Design)
- South Creek Streetlight Enhancements
- Lyons Road Fiber Optic Cable Remediation Project
- Lakeside Park Improvements (Sports Lighting, Picnic Shelters, Landscaping, and Restroom Improvements offset by proposed CDBG grant funding for playground replacement.)

- In Progress:
 - Facility Roof Replacement Program (Sabal Pines Administration)
 - Fire Station #113
 - State Road 7 Median Beautification
 - Government Center Rehabilitation (Kitchen Design)
 - Rowe Center Improvements
 - Boardwalk Rehabilitation (Sabal Pines Park)
 - HVAC Replacement Program
 - Sports Lighting Replacement Program (Sabal Pines Park)
 - Playground Replacement Program (Sabal Pines and CocoPoint Parks)
 - Parks Improvement Program (NEOS Playground Removal, Sabal Pines Park, and Community Center Sidewalks)
 - Bus Shelter and Bus Stop Rehabilitation
 - Parking Lot Rehabilitation Program (Fleet and Police Department)
 - Hilton Road Storage/Repump Facility Upgrades
 - Sabal Pines Park Yard Retrofit
 - Copans Road Wastewater Transmission System Improvements (Phase II)
 - Facility Room Dividers
 - Fitness Equipment Replacement Program
 - Hillsboro Corridor Project
 - Lyons Road Mobility Project
 - Fiber Optic Backbone
 - Exterior Painting Program (City Hall)
 - Water Quality Improvements

- New Projects:
 - Outdoor Parks Amenities Replacement Program
 - Sample Road Multi-Purpose Pathway
 - Lakewood Park Improvements
 - Police Officer Equipment Replacement Program
 - Community Center Park Improvements
 - Lyons Road / Coconut Creek Parkway / Atlantic Boulevard Median Improvements
 - South Creek Traffic Improvements
 - City Facility Lighting Improvement Program

Jim Berkman, Director of Public Works, spoke briefly on the outdoor parks amenities replacement program. He noted some of the facilities were in need of items like benches, water fountains, and picnic tables, and staff was proposing the replacements as a new CIP to provide a comprehensive review of needs. Discussion ensued regarding fountain replacement at Sabal Pines Park. In response to a question, Ms. Bolden noted that pavilion improvements at Sabal

Pines Park were included as part of the Parks and Recreation Master Plan and would be programmed over a ten year period on a priority basis.

Discussion ensued regarding putting off work on the Commission Chambers renovation in order to free up funds to balance the budget. Ms. Brooks noted the funds allocated were for design and included upgrading the technology, and construction expenses would be in FY22. After further clarification, consensus was to leave the line item as-is.

Discussion ensued regarding the City's allocation of Coronavirus Aid, Relief, and Economic Security (CARES) Act funding from Broward County to offset budget impacts from the pandemic.

The Commission took a ten-minute recess, and the meeting reconvened at 12:05 p.m.

Recycling Options

Mr. Berkman shared a brief *PowerPoint* presentation regarding recycling options during the global downturn in commodity value. He provided current numbers related to curbside recycling and contamination, which fluctuates between 30 and 40 percent. He broke down the materials being recycled in Coconut Creek and the related costs associated with contamination rates.

Mr. Berkman stated staff had conducted an extensive education program to explain the changes in recycling, but changes were needed to address the global changes in the recycling industry. He presented the following three options:

- Continue curbside collection (no change);
- Discontinue curbside collection with combination of waste-to-energy and single, manned drop-off site at the Government Center; or
- Discontinue curbside collection and send all to waste-to-energy.

Mayor Sarbone asked if the residential recycling containers would remain in order to allow for changing back to recycling if it were to become possible in the future. Discussion ensued regarding leaving both containers in place but educating the public on how waste pickup was being handled.

Mr. Berkman discussed the proposed drop-off site in Option 2, commenting that it would be a complete recycling center, rather than having multiple cardboard-only sites as originally contemplated to control contamination. Discussion ensued regarding city businesses using the drop-off site. Mr. Berkman stated he recommended Option 2 at this time, noting that he believed recycling would come back in the future. Discussion ensued among the Commission regarding their preference for each option.

The Commission and staff discussed the cost of having multiple drop-off sites throughout the City and the potential to have a single site as a pilot, as well as whether sites would be utilized by the public.

Ms. Lake shared *PowerPoint* slides outlining the solid waste assessment, including the maximum fee per TRIM and additional fees from Republic Services, and a breakdown of the price of each of the recycling options. Discussion ensued regarding the burden of paying for contaminated recycling.

Ms. Brooks stated she would recommend that all waste be sent to waste-to-energy, noting the current state of recycling was a countrywide issue and the County was also working on solutions. She asserted this would be the least confusing option for the residents.

Discussion continued regarding which option was the best fit for the City and the amount of solid waste assessment for FY21. Consensus was reached to stop curbside recycling and create a pilot drop-off site on a test basis funded outside of the assessment. The solid waste assessment rate was set at \$315.95 for single family residential service.

The Commission and staff discussed whether to pick up the bins that would no longer be used for curbside recycling. They discussed the messaging surrounding putting the material in the recycling bin in the garbage truck. The consensus was to leave the recycling bins at the residences for the time being.

Mayor Sarbone clarified the recycling drop-off should be ready to implement as close to the start of FY21 as possible.

6. ADJOURNMENT

The meeting was adjourned at 1:36 p.m.

Transcribed by Crysta Parkinson, Prototype

Leslie Wallace May, MMC
City Clerk

Dated