

Town of Melbourne Beach

TOWN COMMISSION WORKSHOP

**WEDNESDAY, JULY 7, 2021, at 6:00 p.m.
MASNY ROOM, 507 OCEAN AVENUE**

MINUTES

Commission Members:

Mayor Wyatt Hoover

Vice Mayor Joyce D. Barton

Commissioner Steve Walters

Commissioner Sherrie Quarrie

Commissioner Corey Runte

Staff Members:

Town Manager Elizabeth Mascaro

Town Clerk Jennifer Torres

1. Call to Order

Mayor Hoover called the meeting to order at 6:00 p.m.

2. Roll Call

Town Clerk Torres conducted Roll Call:

Commissioners Present:

Mayor Wyatt Hoover
Vice Mayor Joyce D. Barton
Commissioner Steve Walters
Commissioner Sherrie Quarrie

Commissioners Absent

Commissioner Corey Runte

Staff Present

Town Manager Elizabeth Mascaro
Town Clerk Jennifer Torres

3. Pledge of Allegiance and Moment of Silence

Led by Mayor Hoover

4. Public Comments

5. New Business

Mayor Hoover began the review with **page 9** – noting that the dates under Travel & Staff meetings need to be changed from 2020 to 2021.

Commissioner Quarrie asked if the cost of printing should be increased. Town Manager Mascaro said she would review costs and report back.

Page 14 – Mayor Hoover again pointed out the date is incorrect and needs to be changed to 2021. He also suggested that staff schedule in advance when they plan to attend meetings.

Page 15 – Commissioner Walters said he would like to reduce the cost of legal counsel by \$25,000. He felt that money has been wasted on things like Planning & Zoning public hearings and other things costs could be lower.

Town Manager Mascaro did not feel this was the time to lower costs given the many changes in the law mandated by the state legislature and the fact that this will result in many code changes.

Mayor Hoover encouraged the Town Manager and staff to exhaust other option before taking issues to the Town Attorney. In regard to Planning & Zoning – any change to the public hearing procedure would require a change in the code.

Commissioner Walters said we spent \$13,000 on vacation rental ordinance and only have five signed up.

Town Manager Mascaro clarified that there are 20 vacation rentals that have been identified with the Town.

Commissioner Walters withdrew his request.

Mayor Hoover also said the dates on this page also need to be corrected. He added that he would like to see the Town work on grants a year in advance to make sure we are taking advantage of all the grant writers out there and all the money available.

Page 19 – Mayor Hoover noted that the cost of mowing changed from \$11,205 to \$22,410. Town Manager Mascaro said she put in 2/3 of the contract, with 1/3 in Ocean Park (covered by parking meters).

Page 20 – In regard to law enforcement overtime costs, Commissioner Quarrie asked about the FICA amount of \$50,886 - and Town Manager Mascaro said it was an error to correct.

She also noted that the line item "Hurricane Pay" is not an expense we want to use. It goes back into the general fund if there is no hurricane.

Commissioner Walters asked about overtime – and Town Manager Mascaro said they encourage taking comp time instead.

With corrections, she noted the new total for this section (#21) is \$1,153,595.00.

Page 21 – Mayor Hoover asked why we have a schedule for changing Glockes every 7 years. Town Manager Mascaro said they want the latest, safest guns available.

Commissioner Walters suggested the Police Department take a look at electric bikes. They offer exercise but also safety and protection against wind-delays. In addition, officers can cover a lot more ground. The brand he recommends is "Sonders."

Mayor Hoover agreed that this would be a good idea.

Page 22 – Mayor Hoover asked Fire Chief Brown how the stipend program is going. The Chief said it was going very well. He added, that in the Capital Items there are a few items the department was able to get grants for including \$10,000 for extraction tools, and the Rotary provided the \$6,000 for fire pagers. These items no longer need to be included in the budget.

Page 26 – Commissioner Quarrie asked if the cleaning machine requires maintenance. Chief Brown said costs will be split between four municipalities and in the end cost about \$65 for each.

Mayor Hoover asked if Chief Brown had any further information about leasing the new Fire Trucks needed.

Town Manager Mascaro recommended financing the trucks.

Chief Brown said he estimates \$38,000 year and noted that the last payment on engine 258 will be next year.

Commissioner Quarrie clarified whether they were looking at new or used trucks.

Chief Brown said he did research and fire trucks have a life span. They lose value every year. A used fire truck will cost half the price but can only be used half the time of a new truck and there is more maintenance involved.

Further discussion related to the purchase of fire trucks ensued.

Page 31 & 32 – Public Works Director Davis gave an overview of the year's activities and accomplishments.

Town Manager Mascaro said they did not utilize all grounds maintenance funds. However, tree maintenance has been an issue. There is a continued need for this and that is why the numbers were adjusted in these areas.

Vice Mayor Barton said she is concerned with the amount for grounds maintenance being reduced because as part of the Garden Club, they really need assistance with maintaining parks like Bicentennial Park. She asked how this will happen.

Town Manager said those costs will be covered under section #72.

Vice Mayor Barton asked that Public Works remember to mulch, mow and keep trees trimmed in Bicentennial Park.

Commissioner Quarrie asked about the additional staff member requested by Public Works and wondered if this person would also write parking tickets on the weekend.

Public Works Director Davis said he does not want that person to be responsible for writing tickets. There can be too much animosity and acrimony involved – and it is more the police department's field. His plan was for the person to work five days a week, three during the week and Saturday and Sunday. This person would allow the team to do more in-house work and contract out less. Their weekend presence can also help with vandalism. They will have time to clear invasive plants, take care of crossovers, and pick up trash. Mayor Hoover suggested the new person is provided a checklist/log to keep track of activities.

Some discussion about stop signs and speeding signs ensued. With the Commission request to change the speed limit throughout Town to 20 MPH, a cost of \$6,000 was included in the budget to address this need.

Page 33 - Commissioner Quarrie questioned the use of metal to construct the new three- door garage. She requested that they put a hold on this until they can get costs for more solid options. She felt this metal structure would rust and end up being a waste of money.

Town Manager Mascaro said the cost of concrete construction with materials may be a challenge.

Mayor Hoover said that the cost this year may be prohibitive but they should consider putting up the structure now and budget the cost of a solid, concrete structure over ten years.

Commissioner Quarrie said she wanted it on record that she believes it will be a challenge to keep a metal structure weather tight and rust free. A concrete building could last 30 years as opposed to a metal structure that may last 15 years.

Public Works Director Davis said these metal structures are actually very strong.

Public Works Director Davis was asked which piece of equipment he would prefer – tractor or backhoe now. He said he wanted the tractor.

Commissioner Walters asked what the \$75,000 in fines was going to be used for. Town Manager Mascaro said that was for beautification on Ocean Avenue

The cost of the bobcat was stricken and the cost of the tractor was moved forward.

Mayor Hoover asked Public Works Director Davis to check on the requirements for the concrete slab that will go under the metal garage structure.

Commissioner Quarrie asked him to provide more information about the weather resistance of these type of structure.

Page 33 & 34 - Mayor Hoover asked about the budgeted amount of Capital Projects was \$39,000. Town Manager Mascaro said she moved them off and used the money from the Code Enforcement case.

Under recreational programs, Commissioner Quarrie asked where the \$13,000 would come from. She was also concerned about providing programs for children because of security issues. Town Manager Mascaro said the \$13,000 provides payment to the instructors who will offer the classes. She said she would talk to the Parks Board about offering one adult program to begin with and go from there after seeing how it goes.

Mayor Hoover suggested they leave the \$13,000 in the budget and start with one adult class to see how it works out. If it goes well – they can add more.

Page 36 – Tow Manger Mascaro said 10-percent of monthly building permits goes into education fund per state law.

Page 37 – Stormwater Fund – There was an increase in professional & engineering services to do sidewalk from Andrews and Palm and to pave Riverside. The money will come in from the utility fee we receive through the county. Further discussion ensued.

Page 40 – Mayor Hoover said that in regard to the Rita Karpie Dune Crossover, they should wait until the others are done and then revisit this.

Page 45 – Stormwater Bond Debt – Town Manager Mascaro this one is getting ready to pay down. The citizens agreed to pay ad valorem and we charged at higher rate and have been able to accumulate cash in the account –and whereas previously we could not prepay this debt - we can now – a full three years on the principal – so that leaves only three more years on the debt.

Mayor Hoover asked when the bond paid is paid off, can we reduce taxes – the Town Manager said yes.

Page 45 – Capital Project Funds - Money that comes from page 5 - \$300,000 comes in here. At the top of the page where it says “transfer in from general fund” – \$316,062 – that is the money that comes from page 5 and is dedicated for stormwater in the future.

She said the Town will lay out \$438,000

- \$400,000 to pave Riverside
- \$18,000 for Andrews
- \$20,000 for Redwood

Town Manager Mascaro advised that in the past we save \$52,000 a year to pave roads at a five years stretch – so this \$316,000 will be taken right out to do this work. She said the Commission may consider taking it all but consider not paving Riverside this year and doing it next year, Then we can keep \$200,000 in reserve, She advised the Commission that they didn’t need to make that decision right now. The transfer of \$316,062 will come in and then they can decide.

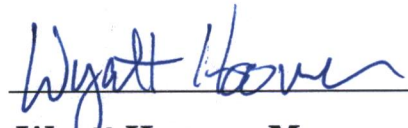
Mayor Hoover asked her to get an update on what Indialantic’s plan for Riverside is.

6. Adjournment

**Commissioner Walters moved to adjourn; Vice Mayor Barton seconded;
Motion carried 4-0.**

The workshop adjourned at 8:02 p.m.

ATTEST:



Wyatt Hoover, Mayor



Jennifer Torres, Town Clerk