

Town of Melbourne Beach

MINUTES

TOWN COMMISSION BUDGET WORKSHOP WEDNESDAY JULY 17, 2019 @ 5:30pm COMMUNITY CENTER – 509 OCEAN AVENUE

Commission Members:

Mayor Jim Simmons
Vice Mayor Wyatt Hoover
Commissioner Steve Walters
Commissioner Sherrie Quarrie
Commissioner Corey Runte

Staff Members:

Interim Town Manager Elizabeth Mascaro
Town Clerk Nancy Wilson
Town Attorney Clifford Repperger

Notice: Commission discussion and possible action may occur during any Commissioner Meeting. The following sections of the Agenda are always subject to such discussion and possible action without further motion by the Commission: Changes to the Agenda, Public Hearings, Old Business, and New Business.

The public is advised that members of the Town Commission may be in attendance and participate in proceedings of the board. Attorney General Opinions (AGO) AGO 91-95, AGO 98-14, AGO 2000-68.

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, THE TOWN HEREBY ADVISES THE PUBLIC THAT: In order to appeal any decision made at this meeting, you will need a verbatim transcript of the proceedings. It will be your responsibility to ensure such a record is made. Such person must provide a method for recording the proceedings verbatim as the Town does not do so.

In accordance with the Americans with Disability Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, at least 5 days prior to the meeting, contact the Office of the Town Clerk at (321) 724-5860 or Florida Relay System at 711.

I. Call to Order – Led by Mayor Simmons

Mayor Simmons called the meeting to order at 5:34 p.m.

II. Roll Call

Town Clerk Wilson conducted the roll call.

Commissioners Present:

Mayor Jim Simmons

Vice Mayor Wyatt Hoover

Commissioner Steve Walters

Commissioner Sherri Quarrie

Commissioner Corey Runte

Staff Present:

Interim Town Manager Elizabeth Mascaro

Town Clerk Nancy Wilson

Police Chief Melanie Griswold

III. Pledge of Allegiance and Moment of Silence

Led by Mayor Simmons

IV. Public Comment

No public comment

V. Old Business

Continued discussion regarding the FY2019/2020 Budget

Interim Town Manager Mascaro said she has provided the Commission with 2 updates to the budget. One was to add \$1,000 to the parks budget for the volleyball court bringing the total budgeted amount to \$2,000. The other change was to increase the maintenance budget for the Ryckman House from \$1,000 to \$2,000 and add the old post office building maintenance in that line item.

Ms. Mascaro also provided a worksheet that showed how little of the property tax paid by residents goes to Melbourne Beach. Her sample indicated that less than 30% is actually paid to the Town.

The review of the budget started with a discussion about pay increases for the police officers. The Mayor thinks the Commission should wait to approve any increases for affected officers until after the union negotiations are completed; they should be budgeted but not awarded. Those who are eligible include Police Chief Griswold, Sergeant Kino, Sergeant Smith and Clerk Garrity.

Commissioner Walters asked how the Interim Town Manager determined who

received what increases since the department heads are recommended for the biggest raises and the lowest paid are getting the lowest increases. She answered that those who have the most responsibility and/or don't receive overtime received the larger increases. Commissioner Walters then asked if other municipalities are paying more than Melbourne Beach to which the Interim Town Manager answered in the affirmative. When asked by Commissioner Quarrie if the Town has starting salaries for each position, Ms. Mascaro answered that they don't have established starting salaries or salary ranges. The Commission discussed salaries in more detail.

Other changes or clarifications included:

- Modifying the amount for a roof for the Community Center since quotes came in lower than previously budgeted.
- Adding a storage container for PW to be put in the bone yard to store equipment – \$2,500 cost. Commissioner Quarrie said to make sure container doesn't violate any codes.
- Adding any extra dollars to the contingency fund; currently only \$30,000 is being put in that fund.
- Long term capital fund was reduced to \$149,000 from \$158,000
- Agenda software doesn't meet the threshold for being included in the capital fund. Because it changes so often, software generally isn't considered a capital item.
- Any maintenance/improvements to the Bocce Ball courts require a 50/50 match for a new awning.

The discussion then moved to the Fire Department budget. Chief Micka provided to the Commission a comparison between what volunteers have done and what the new process will require of them. The Chief explained his figures but more details were needed. Basically, reading from the data provided, under the old plan the Town paid \$740 in stipends in May. Utilizing the same metrics, under the new plan, the Town would pay stipends totaling \$3,660. The Interim Town Manager reported that our HR Attorney said the stipends could pose a problem because the dollar amounts paid may be too high to qualify as stipends thus meaning the volunteers would become 1099 employees. More information and clarification is needed so it was decided to discuss the stipend further at a future meeting.

The Commission decided to move forward with the public hearings for the FY19/20 budget with the caveat that the cargo container, Police Department salaries and the stipends for the Fire Department be readdressed by them before moving forward. The money for those 3 items will be put aside without authorizing expenditures.

Interim Town Manager Mascaro asked if the Commission would authorize the purchase of the vacuum/sweeper now so they could realize ROI sooner. The machinery would be prepaid but would come out of the FY19/20 budget. This will be voted on at the following regular meeting. The commission agreed in concept and to add this to the August RTCM agenda for formal approval.

Note: If approved for immediate purchase, the Town would realize a savings of \$9,844 by not having to utilize outside vendors for storm drain vacuuming and street sweeping services that are scheduled during Q3 and Q4.

VI. Adjournment


Vice Mayor Hoover made a motion to adjourn; Commissioner Runte seconded. Motion carried 5-0.

The meeting adjourned at 6:38 p.m.

Attest:



James D. Simmons, Mayor



Nancy Wilson, Town Clerk