

Town of Melbourne Beach
TOWN COMMISSION WORKSHOP
JULY 6, 2022 at 6:00 p.m.
COMMUNITY CENTER – 509 OCEAN AVENUE

MINUTES

Commission Members:

Mayor Wyatt Hoover
Vice Mayor Joyce Barton
Commissioner Sherri Quarrie
Commissioner Corey Runte
Commissioner Marivi Walker

Staff Members:

Town Manager Elizabeth Mascaro
Finance Manager Jennifer Kerr
Interim Town Clerk Amber Brown

1. Call to Order

Vice Mayor Joyce Barton called the meeting to order at 6 p.m.

2. Roll Call

Interim Town Clerk Amber Brown conducted roll call

Commission Members Present

Vice Mayor Joyce Barton
Commissioner Sherri Quarrie
Commissioner Corey Runte
Commissioner Marivi Walker

Staff Members Present

Town Manager Elizabeth Mascaro
Finance Manager Jennifer Kerr
Interim Town Clerk Amber Brown

Commission Members Absent

Mayor Wyatt Hoover

3. Pledge of Allegiance and Moment of Silence

Vice Mayor Joyce Barton led the Pledge of Allegiance

4. Public Comments

After being acknowledged by the Vice Mayor, members of the public should state their name and address for the record. The Commission encourages citizens to prepare their comments in advance. Each individual will have three (3) minutes to address the Commission on any topic(s) related to Town business, not on the Agenda.

***Dan Brunger
400 Sixth***

Dan Brunger spoke about his appreciation for the 4th of July event. For a while dating back to March 2020 the minutes were not being posted in a timely manner specifically the ones addressing the emergency order. Anything that affects the Town needs to be published in the minutes. He also cannot find anything on the website about the Low-Speed Vehicle Ordinance.

Interim Town Clerk Amber Brown spoke about the Low-Speed Vehicle Ordinance not being finalized yet, so the only place on the website to find it would be in the agenda packet from last month's Regular Town Commission meeting.

5. New Business

A. Open Discussion

Vice Mayor Joyce Barton spoke about attending the Florida League of Cities training event last month. One item that was discussed was how an agenda item especially at workshops can be “open discussion” in order to bring up any topic for discussion.

Commissioner Marivi Walker spoke about the possibility of meeting with citizens who have ongoing concerns or issues to try to fix anything.

Vice Mayor Joyce Barton spoke about Commissioners who can choose to individually sit down with residents, but they wouldn't do it together.

Town Manager Elizabeth Mascaro spoke about the recent suit that was filed was just to request an extension.

Further discussion ensued

Commissioner Sherrie Quarrie spoke about posting more items on the Town's website for the public to be able to access it.

Interim Town Clerk Amber Brown spoke about one issue with the Town's website is that things are posted because you might have the same document in three different places so if it gets updated you need to find all three places to update it. A company she recently met with would allow us to post a link on our website where we would be able to scan and upload all of our documents in one place. That same company would be able to scan all of our old documents that are damaged or degrading so we have an electronic copy of all of the historical records.

Further discussion ensued

Commissioner Sherri Quarrie brought up the ongoing issue with the dog park. The people that might be for it will not speak out due to the concern of backlash from others. Any ideas to help sort this issue out?

Further discussion ensued

Commissioners Corey Runte spoke about sending out a survey similar to what was done for paid parking.

B. Discussion regarding the FY 2022-2023 Budget

Town Manager Elizabeth Mascaro presented the updates to the proposed budget. She spoke about the different bonds. Everything in yellow represents the updates.

- Page three reflects the actual numbers for the ad valorem.
- Page four also reflects the change in ad valorem.
- Page five reflects the increases in utilities and gas.
- Page eight reflects the addition of the new records management software and the scanning of historical documents.
- Page eleven reflects the increase in dues & subscriptions to add FCCMA membership fee for the Town Manager.
- Page fifteen reflects the increase in code enforcement attorney fees.

- Page sixteen is not correct because it does not show the increase from the page the previous page on code enforcement attorney fees.
- Page seventeen is the general fund and reflects the increased expenses such as electricity and water, added funds for adopt an area, and the line item transfer out long term capital is for accounting purposes when money is transferred from the general fund to long term capital.
- Pages eighteen and nineteen are the details of the changes listed on page seventeen.
- Page Twenty is for the police department and reflects the increases in gas and oil, dues for the police chief's association, and licenses and fees for the sonic security wall.
- Page twenty-three is for the fire department and reflects the increases in gas and oil, equipment maintenance, and dispatch services.
- Page twenty-six has a placeholder amount for financing a fire truck.

Town Manager Elizabeth Mascaro spoke about an ongoing issue with the lights in Town Hall overheating and melting or catching on fire. It has happened to three different lights now and the manufacturer advised the current ones are unsafe and the Town either needs to take out all of the ballast and buy all new light bulbs or replace all of the fixtures. Florida Bulb and Ballast who has done other projects and had the lowest quote came out to provide a quote to replace the fixtures with LEDs. Since this is a safety hazard Town Manager Elizabeth Mascaro asked to be able to prepay to get all of the fixtures replaced right away.

- Page twenty-nine is for public works and reflects the increases in electrical services and gas and oil.
- Page thirty-four reflects the new line item professional services to have a company come in and do landscaping, the line item transfer out is to transfer money to the Ocean Ave beautification project.

Commissioner Corey Runte spoke about the condition of the Town signs and adding \$15,000 or \$20,000 to fix or replace all of the Town signs.

Further discussion ensued

Town Manager Elizabeth Mascaro spoke about other updates to the proposed budget. The Town is still looking into splash pads, but so far other municipalities have stated they are a lot of work and are very expensive. She mentioned the idea of misters.

- Page thirty-four reflects the tennis court resurfacing and basketball court resurfacing.
- Page thirty-six reflects the increase in compost and gas for the composting truck.

Further discussion ensued

The Commission decided further information and discussion is needed regarding the \$12,000 for compost.

Town Manager Elizabeth Mascaro spoke about the different funds.

- Page forty is for the building department and reflects an increase in capital expenses to purchase a large scanner to scan large documents and plans. We currently drive to Melbourne to do the scanning.
- Page forty-four is the American Rescue Fund.
- Page forty-six reflects Ocean Park expenses and an increase in electricity, added funds for an elevated boardwalk from the Ocean Park crossover to the south end of Ocean Park.

Further discussion ensued

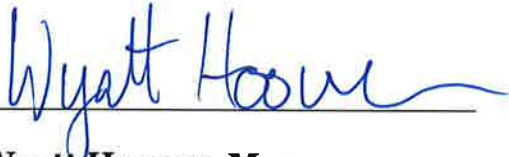
Town Manager Elizabeth Mascaro stated the Citizen of the year can go on the September meeting agenda. The team-building event was very successful.

6. Adjournment

Commissioner Corey Runte moved to adjourn; Commissioner Marivi Walker seconded; Motion carried 4-0.

Meeting adjourned at 8:00 p.m.

ATTEST:



Wyatt Hoover, Mayor



Amber Brown, Interim Town Clerk

