**Town of Melbourne Beach**

**TOWN COMMISSION WORKSHOP**

**WEDNESDAY, JUNE 9, 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.

1. **Roll Call**

 Town Clerk Torres conducted Roll Call:

Commissioners Present: Staff Present:

Mayor Wyatt Hoover Town Manager Elizabeth Mascaro

Vice Mayor Joyce D. Barton Town Clerk Jennifer Torres

Commissioner Steve Walters

Commissioner Sherrie Quarrie

Commissioner Corey Runte

1. **Pledge of Allegiance and Moment of Silence**

 Led by Mayor Hoover

1. **Public Comments**
2. **New Business**
3. Review FY 21 Draft Budget

Town Manager Mascaro presented the following highlights of the proposed FY 21 budget.

**Highlights:**

* Capital items for this year include a 24 x 35-foot garage for Public Works to provide more equipment storage at a cost of $27,000.
* The planned department-wide software upgrade will cost approximately $150,000 and will serve to integrate the departments. $50,000 of that amount is for training.
* Public Works has requested an additional employee. This would be a Maintenance Level 1 staff member with a salary of approximately $30,000 who would be responsible for park upkeep and would work on weekends to help maintain trash in the parks and possibly become trained to write parking tickets.
* There is $30,000 in contingency money also included in the budget.
* Revenue from parking is currently $49,000. The total revenue budgeted is $37,000 for Ryckman Park and $74,400 for Ocean Park
* Employee raises will be calculated at 3-percent.
* Included in the budget is an allotment for the Parks Board to create a recreation program ($13,000)
* The Stormwater bond can be prepaid this year. The Town Manager said she does not think the Town will be able to get another storm water bond because voters may not approve it. The only way to increase reserves for storm water may be through ad valorem. She suggested the Town plan 10 years out to make sure they have the money when the systems fail.

**Other Notes:**

* The message board for the Police Department has already been purchased and the $7,500 cost will be removed.
* Assess Old Town Hall Roof & Windows to see if replacement is needed.
* Check with Police Chief on Glock guns – is there a standard replacement term? Why the replacement?
* Mayor suggested in first or last column, indicate what year we should start saving for specific capital items again
* Commissioner Walters expressed displeasure at the cost of radio replacement. Town Manager Mascaro said one company is controlling costs.
* In regard to the prosed new vehicle for the Fire Chief Vehicle, the Town Manager noted that money was moved from last year’s stipend program, and will have money leftover this year. Therefore the Town would like to use that money to purchase a police grade truck for the Chief’s use.
* Commissioner Walters questioned what the Fire Department Association did with the $50,000 that was donated. Town Manager Mascaro said she would inquire. Commissioner Walter said he would be more inclined to vote for the new truck if the Association split it with the Town 50-50.
* Mayor Hoover asked about fire vehicles and why several columns were blank. Town Manager Mascaro said that new vehicles are cost prohibitive and will need to be financed. Mayor Hoover said that if we are using this document to project-out costs, we know that when we finance, those areas will not be blank anymore and we need estimates from Chief Brown.
* After this year, Town Manager Mascaro said all fire vehicles would be paid off, then others can be financed. The Fire Chief will research this.
* Mayor Hoover suggested making the garden club a committee of the Parks Board.
* Commissioner Runte requested a sidewalk be installed from Riverside at Andrews to Riverside at Palm. Commissioner Runte estimated the cost to be @$4.50 sq. ft.
* Commissioner Runte suggested Public Works line the volleyball court with PVC pipe. He also asked when the sand was going to be replaced.
* - Paving of Riverside will be in 2022

Mayor Hoover suggested the next budget meeting occur at 5:30 p.m. on Wednesday, June 16, 2021, just prior to the Regular Town Commission Meeting.

1. **Adjournment**

**Commissioner Runte moved to adjourn; Vice Mayor Barton seconded; Motion carried 5-0.**

The workshop adjourned at 7:40 p.m.