

Town of Melbourne Beach

TOWN COMMISSION BUDGET WORKSHOP

WEDNESDAY JUNE 24, 2020 @ 5:00 pm
MASNY ROOM – 507 OCEAN AVENUE

MINUTES

Commission Members:

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

Staff Members:

Town Manager Elizabeth Mascaro
Town Clerk Jennifer Torres
Finance Manager Jennifer Kerr

I. Call to Order

Mayor Simmons called the meeting to order at 5:02 p.m.

II. Roll Call

Town Clerk Torres conducted roll call.

Commissioners Present

Mayor Jim Simmons
Commissioner Steve Walters
Commissioner Sherrie Quarrie
Commissioner Corey Runte

Commissioners Absent

Vice Mayor Wyatt Hoover

Staff Members Present:

Town Clerk Jennifer Torres

Staff Members Absent

Town Manager Elizabeth Mascaro
Finance Manager Jennifer Kerr

III. Pledge of Allegiance and Moment of Silence

Led by Mayor Simmons

IV. Public Comment

None

Mayor Simmons announced a pause to wait for the Town Manager who would join the meeting momentarily with a draft of the FY-21 budget package.

Town Manager Elizabeth Mascaro and Finance Manager Jennifer Kerr joined the meeting at 5:05 p.m.

Commissioner Walters asked Town Manager Mascaro where the budget message was - and she said that will be part of the final package.

Commissioner Walters said he was not feeling well, excused himself and left the meeting at 5:06 p.m.

Mayor Simmons said he wanted to clarify that the budget message is not typically included as part of the package at this stage.

VI. New Business

A. Discussion Regarding the FY 2020/2021 Budget

Town Manager Mascaro handed out some edited, updated pages for the package and indicated that additional changes to the budget were made this morning during a meeting with the Mayor. Updated pages and books would be given out at the next budget meeting.

Town Manager Mascaro proceeded to share a few highlights.

- Health insurance has gone up by 8-percent and the Town pays 100 percent for employees and 50 percent for spouse and 50 percent for children.
- Insurance though Florida League of Cities has gone up about 5-percent that includes property and liability, workers comp and
- FRS (retirement) – has gone up 2 –percent to 10-percent.
- The contribution to the police pension has gone down.

Town Manager Mascaro said she has calculated increases at 2.5 percent across the board but would like to give the Police Department and Public Works a pool of money for them to incentivize those employees going above and beyond based on reviews etc. She believes we have some higher performers that are not being compensated so this gives the department room to incentivize those working harder.

Mayor Simmons asked if employees and performance reviews would be clear about the policy so they are not surprised – and the Town Manager said they would.

In regard to the Police Department, Commission Quarrie asked if the increases would have to wait until the union issue is figured out. The Town Manager said yes – because we are still in police negotiations, if they continue with the union – we can't do this for them – noting they have presented them with a contract in its entirety back in March and are waiting to hear what they say.

Town Manager Mascaro said when she calculated increases for the Police Department, she allowed for an increase this fiscal year and next. However, she explained it would depend on the decision they reach because the increase won't be on the table for too much longer.

Commissioner Quarrie Asked if Fire department stipend would go up 2.5 percent and Town Manager said no.

After discussing the budget, The Commission decided to have the following modifications made before the next budget meeting.

The pages that received edits/additions/changes include:

P. 9

- \$1400 will be budgeted to allow two Commission members to attend the Institute for Elected Officials given the fact that there will be a new Mayor and a new Commission member.
- Reduced attendance to FLC Annual Conference from 3 attendees at \$2100 to one attendee for \$700.
- Reduced FLC Annual training & expenses from 4 attendees at \$1800 to one at \$450.
- Reduced total legislative expense from \$39,488 to \$36,738

P. 17A – some adjustments were made to the figures on P. 17a – that will be provided at the next meeting

P. 22 Law Enforcement

Commissioner Quarrie asked if a parking enforcement position was being added.

Town Manager Mascaro said she did not add this position because after discussions with Chief Griswold they concluded there is no increased cost with parking enforcement with current officers and they want to have a presence to serve as a deterrent.

Mayor Simmons asked the Town Manager to find out how many body cams the Police Department currently has and see if they can add enough to the budget so that everyone can have their own.

P. 23

- Electric bike @\$1500 for FY21 will be removed – along with \$300 each subsequent year.
- Reduce cost of new floor covering from \$12,000 to \$9,000 and remove \$300 each subsequent year.

P. 25 Fire Control

Town Manager Mascaro explained that Gavin Brown would like to be considered the Fire Chief.

Right now, she explained, Brown gets a \$1,000/month stipend – he would like to be considered the paid Fire Chief for Town @ \$55,000 salary with \$12,000 coming from the stipend. Currently he gets \$38,000 plus the \$12,000 stipend. He wants it all to go through his staff salary – the increase would be \$4,500.

Town Manager Mascaro said his current title is Fire Manager and she asked the Commission how they felt about making his title Fire Chief (and a paid Fire Chief through the Town).

Mayor Simmons said as long as he is qualified and meets all the criteria, he would agree. The Town Manager said he does. The Commission agreed to make the change and a special recognition will be planned in October.

P. 27

- Wrong page was printed – the numbers will be updated at next meeting. Capital Outlay total will change from \$85,234 to \$35,000. Total Fire Control Expenses will be adjusted as well.

P. 29 – Building Department

Town Manager Mascaro said the current SafeBuilt Building Official, Rob Perry, has been moved to the Tampa area to become their regional representative. She said there was some discussion to have the Town's building inspector -Ken – become the new Building Official to cover all three days – however he is based out of the County – and his supervisor – John Stone from Satellite Beach - indicated he would like to take on the role two days a week – with Ken remaining for one day each week as inspector.

Commissioner Runte noted that Mr. Stone is a great choice with an impressive background that would be a great fit. He went on to say that Mr. Stone promotes the whole city, is black and white with the rules, but pro responsible development.

Mayor Simmons agreed.

Town Manager Mascaro said she just wanted to bring the Commission up to date on the change.

P. 33 – Public Works Expenses

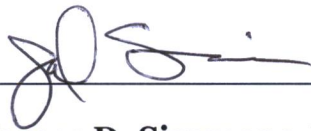
- After some discussion, \$10,000 allotted for a Stop Bar Striper was removed and \$4,250 was added to the \$5,750 previously allotted for a street sweeper, for a total of \$11,500 to purchase a street sweeper in FY21 instead of waiting until FY22.

VII. Adjournment

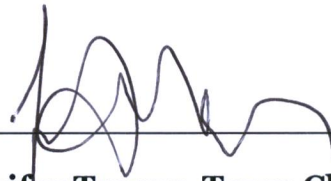
Commissioner Quarrie motioned to adjourn; Commissioner Runte seconded; Motion carried 3-0.

Meeting adjourned at 7:42 p.m.

ATTEST:

A handwritten signature in blue ink, appearing to read 'JDS', written over a horizontal line.

James D. Simmons, Mayor

A handwritten signature in blue ink, appearing to read 'Jennifer Torres', written over a horizontal line.

Jennifer Torres, Town Clerk