

## **CITY OF PALM BAY, FLORIDA**

### **CITIZENS' BUDGET ADVISORY BOARD REGULAR MEETING NO. 2019-02**

Held on Tuesday, the 12th day of February 2019, at the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida.

The meeting was called to order by Dawn Bittar at the hour of 6:40 P.M.

#### **ROLL CALL:**

<b>MEMBER:</b>	Dawn Bittar	Present
<b>MEMBER:</b>	David Hernandez	Present
<b>MEMBER:</b>	Aaron Parr	Present
<b>MEMBER:</b>	Charles Radley	Present
<b>MEMBER:</b>	Traci Hildreth	Present
<b>MEMBER:</b>	Asheley Hepburn	Present (Telephone)
<b>MEMBER:</b>	Vacant	

**CITY STAFF:** Lisa Morrell, City Manager, Suzanne Sherman, Deputy City Manager, Yvonne McDonald, Finance Director

#### **ADOPTION OF MINUTES:**

Regular Meeting No. 2019-01, January 8, 2019 - Motion made by Mr. Hernandez, seconded by Mr. Parr, to adopt the minutes as recorded. Motion carried unanimously.

#### **NEW BUSINESS**

##### **1. FY 19 Revised Meeting Dates for Board's Monthly Meeting**

Ms. McDonald presented new dates for meeting to be held the remainder of FY19. After further discussion, Mr. Parr made the motion to adopt meeting dates with the following changes: change meeting date from May 7, 2019 to May 15, 2019, change meeting date June 4, 2019 to June 19; 2019, add June 27, 2019 or July 8, 2019 as an additional date to meet if needed, and delete meeting date of July 30, 2019. The motion was seconded by Mr. Hernandez. Motion carried unanimously.

.

## **2. Presentation – Accounting Funds and General Fund**

Ms. McDonald presented a presentation providing an overview of the different accounting fund structures with in the general ledger. She also provided an overview of General Fund revenues, expenditures and fund balance requirements.

## **3. Department Presentations before Citizens Budget Advisory Board**

Schedule of presentation to be held in March, April and May was provided to the Board. The Board was informed that information on the departments presenting in March have been included in their agenda packet for their review prior to the departmental presentations.

## **4. Revised CBAB Budget Calendar**

Based on board member requests under New Business No. 1. revised calendar to be revised again and resubmitted in March.

## **OTHER BUSINESS:**

Ms. Sherman informed Board of joint road workshop to be held on March 25, 2019 regarding Year 1 paving projects to be funded from general obligation bonds.

## **ADJOURNMENT:**

There being no further business, the meeting adjourned at the hour of 7:41 p.m.