

CITY OF PALM BAY, FLORIDA
CITIZENS' BUDGET ADVISORY BOARD
MEETING 2021-02

Held on Wednesday, the 10th day of February 2021, at the Tony Rosa Community Center, 1502 Port Malabar Road, NE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Finance Department, City Hall, Palm Bay, Florida. The minutes are not a verbatim transcript, but a brief summary of the discussions and actions taken at the meeting.

The meeting was called to order by Chairman Parr at the hour of 6:30 P.M.

ROLL CALL:

CHAIRPERSON:	Aaron Parr	Present
MEMBER:	Patrick Woodard	Present
MEMBER:	Alberta Clinkscales	Present
MEMBER:	Janae Beauchamp	Absent
MEMBER:	Chris Seibert	Present
MEMBER:	Vacant	
MEMBER:	Vacant	

CITY STAFF: Present were Ruth Chapman, Assistant Finance Director; Sally Cotto, Cash Management Coordinator.

ADOPTION OF MINUTES:

1. Meeting 2020-09; August 12, 2020

Motion by Mr. Woodward, seconded by Ms. Clinkscales, to adopt the minutes as presented. The motion carried unanimously.

PUBLIC COMMENTS:

There were no public comments.

NEW BUSINESS:

1. Introduction of New Members

All members introduced themselves.

2. Scheduling of 2021 day and time for meetings

There were no objections for meetings to remain as scheduled and held on the second Wednesday of each month at 6:30 P.M.

3. Selection of new Vice Chairperson:

Motion by Mr. Woodard, seconded by Ms. Clinkscales, to select Mr. Seibert as Vice Chairperson. The motion carried unanimously.

OTHER BUSINESS:

1. Mr. Parr asked that the Board focus on "Forward Thinking" in contributing ideas and on how to bring forth budget concerns from citizens to City Council. He requested a budget calendar to better prepare for the CBAB meetings. He also mentioned how departmental presentations were very instrumental in helping him understand their function and budget requests. Mr. Parr noted there were strict Sunshine Laws that needed to be followed. He also gave a summary of the three percent (3%) cap and how he felt that population growth did not coincide with the cap. He suggested forecast budgeting for five (5) to ten (10) years.

2. Ms. Clinkscales stated what she thought was the role of the CBAB but wanted clarification on the start and end of the fiscal year and dates for giving recommendations to Council.

Ms. Chapman explained the fiscal year budget timeframe and stated the dates for the workshops were not yet finalized. She explained there were legal deadlines in which certain budget processes had to be completed. Ms. Chapman advised that the budget overview process could be found on the City's website.

3. Mr. Woodard gave an example of an amendment that Brevard County made due to receiving additional funds for the Covid-19 pandemic. He also mentioned revenue was received by the City through various methods and how important it was to understand the millage rate. Mr. Woodard also compared the millage rate used by the City versus Brevard County using the Consumer Price Index and how it could produce more revenue.

4. Mr. Seibert reiterated that the City's fiscal year was from October through September and mentioned he would reach out to the councilmembers for their insight. He questioned if police and fire could become more constrained with limited revenue growth.

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ADJOURNMENT:

There being no further business, the meeting adjourned at 7:23 P.M.

Aaron Parr, Chairperson

ATTEST:

Ruth Chapman, Assistant Finance Director