

CITY OF PALM BAY, FLORIDA
CITIZENS' BUDGET ADVISORY BOARD
MEETING 2021-03

Held on Wednesday, the 10th day of March 2021, in the Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Finance Department, City Hall Annex, 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 6:37 P.M.

ROLL CALL:

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

CITY STAFF: Present were Suzanne Sherman, City Manager; Terese Jones, City Clerk; Patricia Smith, City Attorney; Erich Messenger, Deputy City Attorney; Pamela Torres-Spivey, Risk Manager; Angelica Collins, Fiscal Manager; and Ruth Chapman, Acting Finance Director.

ADOPTION OF MINUTES:

1. Meeting 2021-02; February 10, 2021

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

PUBLIC COMMENTS:

There were no public comments.

NEW BUSINESS:

1. Review of Sunshine Law – Erich Messenger, Deputy City Attorney.

Mr. Messenger provided an overview of the Sunshine Law.

2. Budget Overview Training – Angelica Collins, Fiscal Manager:

Mrs. Collins gave a presentation on the basic information on the budget process.

3. Departmental Presentations – Legislative Department; Office of the City Manager; Office of the City Attorney/Risk Management.

Presentations were given by Mrs. Jones, Ms. Smith, Mrs. Torres-Spivey and Ms. Sherman for their respective departments.

OTHER BUSINESS:

1. Mr. Parr suggested the CBAB members consider having two meetings in July. Mr. Parr suggested having one meeting earlier than July 14 and another meeting after the City Council set the millage rate on July 15. The CBAB meeting dates proposed by Mr. Parr were July 7 and July 21, depending on availability. Mr. Parr suggested discussion of this proposal take place at the next regularly scheduled CBAB meeting.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:52 P.M.

Aaron Parr, Chairperson

ATTEST:

Ruth Chapman, Acting Finance Director