

CITY OF PALM BAY, FLORIDA
CITIZENS' BUDGET ADVISORY BOARD
MEETING 2021-05

Held on Wednesday, the 12th day of May 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 6:33 P.M.

ROLL CALL:

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

CITY STAFF: Present were Suzanne Sherman, City Manager; Joan Junkala-Brown, Deputy City Manager and Acting Community and Economic Development Director; Juliet Misconi, Acting Public Works Director; Nadeca McLaughlin, Public Works Accountant; Susan Blair, Acting Chief Procurement Officer; Leslie Hoog, Fire Chief; Brian Robinson, Information Technology Director; Christopher Little, Utilities Director; Donovan Watson, Utilities Business Operations Manager; Lori Embrey, Utilities Accountant; Alecia Strobel, Utilities Accountant; Angelica Collins, Fiscal Manager; and Ruth Chapman, Acting Finance Director.

ADOPTION OF MINUTES:

1. Meeting 2021-04; April 14, 2021

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

PUBLIC COMMENTS:

There were no public comments.

BUSINESS:

1. Departmental Presentations – Community and Economic Development, Procurement, Finance, Fire, Public Works, and Utilities

Presentations were given by Mrs. Junkala-Brown, Mrs. Misconi, Mrs. Collins, Chief Hoog, and Mr. Little for their respective departments. Mrs. Junkala-Brown provided a presentation for the Bayfront Community Redevelopment Agency.

Ms. Clinkscales asked about the possibility of an ordinance to require demographic data regarding procurement. Ms. Sherman said it would probably be a question for the City Attorney.

OTHER BUSINESS:

1. Mr. Filiberto requested a future agenda item to discuss the procurement process. Chairman Parr was receptive to his suggestion.
2. Chairman Parr requested all CBAB members to come up with their top priorities as a homework assignment to be discussed at the June 9th meeting. He suggested members be ready at the July 6th meeting to recommend a millage rate for adoption by Council; and for members to be ready to make formal recommendations to Council on July 20th.
3. Chairman Parr noted this meeting was the third consecutive absence by Mr. Woodard.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:44 P.M.

Aaron Parr, Chairperson

ATTEST:

Ruth Chapman, Acting Finance Director