

**MALABAR TOWN COUNCIL WORKSHOP MEETING
JULY 11, 2005 7:00 PM**

This meeting of the Malabar Town Council was held at Town Hall at 2725 Malabar Road. The meeting was called to order at 7:00 pm by the Chair, Bobbi Moccia. The prayer and pledge were led by Frank Hickson.

<u>ROLL CALL:</u>	MAYOR/VICE-CHAIR	TOM ESCHENBERG
	CHAIR:	BOBBI MOCCIA
	COUNCIL MEMBERS:	FRANK HICKSON
		BRIAN VAIL
		STEVE RIVET
		PAT DEZMAN
	ADMINISTRATOR:	ED BOOTH
	RECORDING SECRETARY:	CINDI KELLEY

DISCUSSION OF THE BUDGET FOR 2005/2006 FISCAL YEAR:

Mr. Booth came forward and made a presentation to Council. This will be our first workshop. Mr. Booth will be allowing three minutes for the Parks & Recreation Board Chairman and the Fire Department to make their presentation. We looked at the needs of each department rather than the budget. We then added the necessary percentages to the budget to allow for the specific needs. This was done, especially, for the Public Works Department and the Fire Department. At this time, Mr. Booth went over the budget. We have placed \$80,000 in capital improvements. This is a little more than the payment for the new Town Hall. These funds can be used for property or whatever Town Council would like to use it for. Mr. Booth takes no credit for this, but we have to lower our tax base. Due to the property values, the tax base, as is, would be more than the allowed 10% by the State. This will be a plus for the Public Works Department and the Fire Department, both departments desperately need this. With the growth in the Town, the public is now requiring and demanding more services. This budget will provide for the demand of services. Last year, we had a mil rate of 1.7642. This year, the mil rate will be 1.52. As we go through the budget, the Ad Valorem taxes will increase.

Revenues – We have budgeted \$306,000 for Ad Valorem taxes. The Local Op Gas Tax is budgeted at \$79,500. We will fight to receive more of these funds.

Building Permits – We have budgeted \$115,000. We dropped our expenses to compensate for not charging any permitting fees during and after the hurricanes.

FEMA – Disaster Assistance of \$294,000 remaining. We may receive another \$100,000 for this fiscal year with the rest coming in during the next budget year. These funds were not budgeted as we could receive everything in this budget year. Rivet-is this budget assuming no major disaster? Booth – stated not necessarily. We are doing very well. We have built up the reserve funds with the monies coming back in from FEMA.

State Sales Tax – significant increase – Mayor Eschenberg – did you receive this number from the state? Booth – yes. Rivet – how accurate has the state been? Booth – the State is pretty accurate. They have boosted the other surrounding areas as well. We are at \$265,584.

Mobile Home Tax – We have budgeted \$117,000. Mayor Eschenberg asked Mr. Booth why this is such a huge increase. Mr. Booth stated that Town staff would look at this and do research.

HUD Grant – We have budgeted \$70,000 for a new fire engine.

Fund 001 General Fund

Cell Tower Lease – We have budgeted \$12,000 a year with a lease payment of \$1,000 a month. There could already be a lease in place and money may be owed to the Town of Malabar.

Administrator – We need to look at this \$3,000 insurance for Mr. Booth. He doesn't take the Town's insurance, he has his own.

Cost of Living Increase – We have budgeted for a 3% cost of living increase and a 2% increase for merit. Rivet – we should maybe increase merit by another 2%. Everyone has been working very hard and getting more tasks completed. Mayor Eschenberg stated that salaries can be a concern. He feels that this Council should not increase salaries more than revenues. We need to follow 8% to 9% in revenues. Booth – 5% is well within the guidelines. The positions of Town Clerk & Town Treasure have been broken out. These two positions need to be broken out very soon. There is a lot more work being done on the Clerk's side. We are learning a lot of things from Rockledge and we have and are continuing to do things the right way. It is taking some time, but we are learning. We will start breaking out these two jobs very soon.

Administrative Support Department – This department is not part of the Clerk's office. We have budgeted a 5% increase in salary. We have no place to put any additional staff. We are working at maximum capacity. Rivet – next year, we may have to consider it. Booth – we want to keep funds for more projects and not for more people, he likes a lean staff.

Membership dues – everything goes up. There is not much to report on this issue.

Discretionary funds – We have kept the discretionary fund accounts at \$1200.00 for each Council member. Mayor Eschenberg – I have seen the Council members receive this fund and use it, but I don't have a fund. I would like to request that I receive a discretionary fund. Moccia – assumed that the Mayor had this account and feels that he should have this account given to him. Booth – we will have it set up in the next workshop meeting.

Legal fees – We have kept this account at the same amount of \$30,000. Mr. Booth has spoken to Mr. Bohne and was advised that this would be sufficient.

Capital Improvements – there is money coming in and monies being spent from this account. We will be receiving more funds into this account. We have \$81,739.50 in capital improvements and \$600,000 in reserves, with more funds coming in.

Office Trailer – This trailer will be utilized by the Building Department. We have brought over the trailer from the Fire Department and we must use it for one year or give the funds back to FEMA. We will be using this trailer until November and then sell it. We have several pieces of equipment to sell. The mobile trailer is worth at least \$9,000. We will sell it for \$7,000.

Generator – We have budgeted \$7,500, which is half of the cost for this generator. The other funds will come from the Utility Fund.

Office trailer – We have budgeted \$6,000 for the office trailer. Norm Smith, the Building Official, will be looking into this for the department.

Redevelopment Application – We have budgeted \$18,000 for this account. (This would be the Beautification Project.)

Patrol for the Jordan Scrub – We had budgeted \$5500 for the 04/05 account. We have had no one interested in patrolling. The County is going to have to be responsible for their property.

EELs Study – We had \$10,000 in the budget. We have spent none of these funds. We are not going to court.

Code Enforcement – We need to hire someone part-time for this. We have been trying to get to all the complaints, but have not been successful. We did receive our first thank you for code enforcement. We were able to advise a homeowner that the tenants were tearing her property apart. The part-time employee will need to look at the park as well. There is a park in Rockledge that closed for three years because of activities that were going on. If we need to hire a security person to stay all night, we will address this with Council. This will be a part of the job description for the Code Enforcement employee. Mr. Booth would be the primary Code Enforcement employee and the part-time person will be the secondary. Mr. Booth has a person in mind who is working in-house at this time. This individual has gone through the Police Academy and will be sent to some Code Enforcement classes.

Building Department Expenditures

Building Inspector – We have budgeted \$14,910 for a part-time inspector. With all the growth coming, we will be experiencing part-time, we are expecting more inspections to come our way.

Building Admin Asst – We have budgeted a 5% increase in the account for salaries.

Legal Fees – The Building Department will be responsible for their own legal fees. We have budgeted \$3,000 for them.

We are looking at bringing the total expenses for the Building Department in line. The expenses will be going from \$188,615 to \$155,106. We are looking to make them self-sustaining, they cannot make a profit.

Engineering Services – These funds come from the people that are doing the building in our Town. We do use the engineer in the Town as well. A budget of \$15,000 to \$24,500 has been set aside. The engineer has the expertise for what we need him to do.

Park Department – There is \$20,000 coming in with site plans and money coming in from the impact fees. The cost of chemicals is going up greatly. We need to rebuild the bridge; it is due for a major over-haul. We will put some funds into beautification to upgrade the foot park as well. This foot park is right in the middle of our Town and will be an attractive addition. The shed that was budgeted for the year before last and taken out last year has been put back into the budget. A toddler's slide at Huggins Park has also been added to the budget. The budget has gone from \$38,000 to \$64,000. Mr. Kemmler stated that we have a budget of \$22,000, which has come from the developer of Stillwater Preserves. The Park & Recreation Board has put together a list of projects that they would like to use these funds for. Mrs. Moccia asked that a copy of the list be provided to Council for their review.

Public Works - We are going to train each employee on a specific piece of equipment and they will have their duties to perform. There has been and continues to be a significant difference in the Public Works Department. We have put \$21,320 in the budget for the railroad. This is going to have to be budgeted over the next three years. We have budgeted \$10,000 for ditch spraying & clean-up. The cost for fuel has gone up as well. We have taken the budget from \$33,755 to \$80,000 for Street Culverts. We are going to take care of the roads. They will not hold up with any kind of water. The large mower operates about 25% of the time. It is twelve years old. We can take the arm off and cut the right-of-ways with this equipment. It still has a good mower. We will use the other mower to cut the ditches. Mayor Eschenberg – is there any funds in the budget, Fund 107, for resurfacing? These are the impact fees. Booth – we will do the road paving with \$50,000

in the budget and with the new homes coming in. With the raise in impact fees from \$1300 to \$4400, the funds coming in could possibly be more like \$100,000. Dezman – did we ever paint the lines on the roads in Country Cove? Mr. Rossman was not happy, we had the company come back and touch up the roads. Mrs. Dezman will check with Mr. Rossman. If satisfied, the lines can be painted.

Fire Department – There have been significant changes in the Fire Department. We have budgeted \$21,000 for a support vehicle. The one that we have now does not operate. The brakes are locked up. This vehicle is from the 1980s. Another significant increase is \$12000 for repairs, miscellaneous equipment is \$15,000 and capital equipment is \$21,000, which will take care of air packs, clothing, radios, and forcible entry tools. The Fire Department is significantly better looking. When you take out the \$70,000 for the HUD Grant, the budget for the Fire Department is \$155,000.

Total expenses \$1,538,366.

Other Funds

103 - Malabar Day – proceeds and park rental – we took in \$5100 and spent \$5100.

104 - FRDAP Grant – this grant is zeroed out.

105 - Stormwater – look for this fund to go up significantly; there are a number of emergency areas.

107 - TIFT Fund – this is the impact fees for the roads.

400 - Utility Fund – this account will have a 10% increase because Palm Bay has increased their fees to the Town of Malabar for the water supply. This change will be done by resolution.

Booth – All of the funds for the 2005/2006 budget are in balance.

Rivet – this is a good first draft of the budget. Booth – we will make some changes. We have set the tentative date for the first Budget Public Hearing on September 7, 2005 at 7:30 p.m.

Mayor Eschenberg – has made the suggestion that our real workshop not be on a regular meeting night. We need to have a night where we can sit and go over the budget line by line. This meeting should be in August.

Adjournment

There being no further discussion on the 2005/2006 budget, this meeting adjourned at 8:05 p.m.

BY: 
Chair Bobbi Moccia

ATTEST:


Cindi Kelley, Recording Secretary