



TOWN OF MELBOURNE BEACH

SPECIAL TOWN COMMISSION MEETING

May 6, 2026

5:45 PM

AGENDA PACKET

Town of Melbourne Beach

SPECIAL TOWN COMMISSION MEETING

Wednesday, May 6, 2026 at 5:45 p.m.

COMMUNITY CENTER – 509 OCEAN AVENUE

PUBLIC NOTICE

AGENDA

Commission Members:

Mayor Alison Dennington
Vice Mayor Terry Cronin
Commissioner Anna Butler
Commissioner Tim Reed
Commissioner Sherri Quarrie

Staff Members:

Town Manager A. Marie Smith
Town Attorney Ryan Knight
Town Clerk Amber Brown

1. Call to Order

2. Roll Call

3. Pledge of Allegiance, Moment of Silence, and Civility Pledge

The Commission and Staff of The Town of Melbourne Beach pledge to conduct all public discourse in a civil manner. The Mayor and all members of the Commission will treat one another with courtesy and respect, and ask the public to do the same toward the Commission, each other, and toward staff. We will be respectful of one another even when we disagree. We will direct all comments toward the issues. We will avoid personal attacks.

4. Public Comment

After being acknowledged by the Mayor, members of the public should state their name and address for the record. The Commission encourages citizens to prepare their comments in advance. Each individual will have three (3) minutes to address the Commission on any topic(s) related to Town business, not on the Agenda. Please remember to sign the sign-in sheet provided if you will be speaking at the meeting.

5. New Business

A. Ordinance 2026-01 Proposed Addition of Employee Firefighters to FRS – First Reading

AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, FLORIDA, PROVIDING FOR ELIGIBLE EMPLOYEE FIREFIGHTERS' PARTICIPATION IN THE FLORIDA RETIREMENT SYSTEM AS AUTHORIZED BY CHAPTER 121, FLORIDA STATUTES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

6. Adjournment

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, THE TOWN HEREBY ADVISES THE PUBLIC THAT: In order to appeal any decision made at this meeting, you will need a verbatim transcript of the proceedings. It will be your responsibility to ensure such a record is made. Such person must provide a method for recording the proceedings verbatim as the Town does not do so. In accordance with the Americans with Disability Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, at least 5 days prior to the meeting, contact the Office of the Town Clerk at (321) 724-5860 or Florida Relay System at 711.

Attachments:	Ordinance 2026-01
Date Prepared:	4/29/2026
Prepared By:	Fire Chief Gavin Brown
Meeting Date:	May 6, 2026

Agenda Category: New Business

Subject:	Ordinance 2026-01: An ordinance of the town of Melbourne Beach, Florida, providing for eligible employee firefighters' participation in the Florida retirement system as authorized by chapter 121, Florida statutes; providing for conflicts; providing for severability; and providing an effective date.
Recommended Action:	Approve First Reading of Ordinance 2026-01
Background Information	
<ol style="list-style-type: none"> 1. The Town of Melbourne Beach decided to move forward with a plan to employ 3 full-time Fire Captains (fire/ems supervisors) to support the operations of the Melbourne Beach Volunteer Fire Department starting on October 1st, 2025. 2. The Town has undergone multiple leadership changes since this time, as well as many competing priorities, resulting in delayed hiring of these positions. 3. After careful evaluation by both our interim and current Town Manager, the same conclusion was made that the best course of action for the Town would be to provide our new Fire Captains with retirement benefits through the Florida Retirement System for the following reasons: <ol style="list-style-type: none"> a. The Florida Retirement System is a well-established system utilized by many municipal and county agencies around the State. The Town of Melbourne Beach already uses the FRS to provide retirement to the majority of its employees. b. This retirement system would be the quickest to enact. c. The FRS provides a reduced administrative burden, ensures state-level compliance with Florida rules and laws, and ensures more predictable employer costs compared to a local plan. d. This system avoids unfunded liability exposure to the town. e. FRS participation would be a recruitment tool to attract seasoned firefighters from around the state that may have started their career with another FRS agency and wishes to come to Melbourne Beach to continue their career and not "start over" with a local retirement plan. 	

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, FLORIDA, PROVIDING FOR ELIGIBLE EMPLOYEE FIREFIGHTERS' PARTICIPATION IN THE FLORIDA RETIREMENT SYSTEM AS AUTHORIZED BY CHAPTER 121, FLORIDA STATUTES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 121, Florida Statutes, provides that eligible employees of the state or any subdivision thereof shall be eligible for participation in the Florida Retirement System; and

WHEREAS, the Town Commission finds it in the best interests of the Town of Melbourne Beach and eligible Firefighter employees to participate in and receive the benefits of the Florida Retirement System; and

WHEREAS, it is the policy and intent of the Town of Melbourne Beach to require all eligible Firefighter employees to participate in the Florida Retirement System as provided in Chapter 121, Florida Statutes.

NOW THEREFORE, BE IT ENACTED BY THE TOWN OF MELBOURNE BEACH, FLORIDA:

Section 1. The findings set forth in the recitals above are adopted and fully incorporated herein as legislative findings of the Town Commission pertaining to this Ordinance.

Section 2. It is hereby declared that all Town of Melbourne Beach Firefighters, except those excluded by law, shall be compulsory members of the Florida Retirement System as authorized by Chapter 121, Florida Statutes, as of the effective date of participation stated herein.

Section 3. The Town Manager is hereby authorized and directed to execute all necessary agreements and amendments thereto with the Administrator of the Florida Retirement System for the purpose of extending the benefits provided by the Florida Retirement System to the eligible Firefighters of the Town of Melbourne Beach as provided in Sections 1 and 3 hereof, which agreement(s) shall provide for such method of administration of the plan by the Town of Melbourne Beach as are found by the Administrator of the Florida Retirement System to be necessary and proper, and shall be effective with respect to any employment covered by such agreement for services performed on and after May 21, 2026.

Section 4. The withholding from salaries, wages, or other compensation of the eligible Firefighters for the purposes provided in Section 1 hereof are hereby authorized to be made, and shall be made, in the amounts and at such times as may be required by applicable State laws or regulations, and shall be paid over to the Administrator of the Florida Retirement System designated by said laws or regulations to receive such amounts.

Section 5. There shall be appropriated from available funds, derived from Fund 001 – General Fund, such amounts and at such times as may be required to pay promptly the contributions and assessments required of the Town of Melbourne Beach, as employer and as provided in applicable State laws and regulations, which shall be paid over to the lawfully designated Administrator of the Florida Retirement System at such times and in the manner provided by law and regulation.

Section 6. The Town of Melbourne Beach hereby adopts the terms, conditions, requirements, reservations, benefits, privileges, and other conditions of the Florida Retirement System for and on behalf of all eligible Firefighters covered under the agreement. The Town of Melbourne Beach shall keep such records and make such reports as may be required by applicable State laws or regulations and shall adhere to all laws and regulations relating to the Florida Retirement System.

Section 7. The Finance Director of the Town of Melbourne Beach is hereby designated the custodian of all sums withheld from the compensation of eligible Firefighters authorized herein and of the appropriated funds for the Town’s contributions as provided in Section 5 hereof. The Finance Director is hereby designated the withholding and reporting agent and charged with the duty of maintaining records for the purpose of this Ordinance.

Section 8. All ordinances or parts thereof, in conflict herewith are, to the extent of such conflict, repealed.

Section 9. Should any word, phrase, sentence, subsection, or section of this Ordinance be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then that word, phrase, sentence, subsection, or section so held shall be severed from this Ordinance and all other words, phrases, sentences, subsections, or sections shall remain in full force and effect.

Section 10. This Ordinance shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this ____ day of _____, 2026, by the Town Commission of the Town of Melbourne Beach, Florida.

TOWN OF MELBOURNE BEACH, FLORIDA

By: _____
ALISON DENNINGTON, Mayor

ATTEST:

(TOWN SEAL)

Amber Brown, Town Clerk

Firefighter	Pay	Taxes	FRS 35.19%	Total
1	56,000.00	4,284.00	19,706.40	79,990.40
2	56,000.00	4,284.00	19,706.40	79,990.40
3	56,000.00	4,284.00	19,706.40	79,990.40

Annual Total with FRS:	168,000.00	12,852.00	59,119.20	239,971.20
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	Pay	Taxes	Pension 24.4577%	Total
Budgeted with Pesnion:	168,000.00	12,852.00	41,089.00	221,941.00

16 Pay Periods in FY26 - If Firefighters Start in June 2026

1	34,461.60	2,636.32	12,127.04
2	34,461.60	2,636.32	12,127.04
3	34,461.60	2,636.32	12,127.04

Totals with FRS:	103,384.80	7,908.96	36,381.12	147,674.88	Amount Needed
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Fire Truck Sale:	112,500.00
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Approved Budget	
Transfer in from Fund 172:	50,000.00

162,500.00	Received
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Remaining:	14,825.12
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The remaining amount of \$14,825.12 needs to remain in the Fire Department as a buffer for Health Insurance. The Health Insurance was budgeted at \$42,509. Health Insurance is based on age and the Town can only guess what this costs will be.