

# **Town of Melbourne Beach**

## **REGULAR TOWN COMMISSION MEETING September 21, 2023 Immediately following the Special Town Commission Meeting COMMUNITY CENTER - 509 OCEAN AVENUE**

### **MINUTES**

#### **Commission Members:**

Mayor Wyatt Hoover

Vice Mayor Joyce Barton

Commissioner Sherri Quarrie

Commissioner Corey Runte

Commissioner Marivi Walker

#### **Staff Members:**

Town Manager Elizabeth Mascaro

Town Attorney Cliff Repperger

Town Clerk Amber Brown

## 1. Call to Order

Mayor Wyatt Hoover called the meeting to order at 6:19 p.m.

## 2. Roll Call

Town Clerk Amber Brown conducted a roll call

### **Commission Members Present**

Mayor Wyatt Hoover  
Vice Mayor Joyce Barton  
Commissioner Sherri Quarrie  
Commissioner Corey Runte

### **Commission Members Absent**

Commissioner Marivi Walker

### **Staff Members Present**

Town Manager Elizabeth Mascaro  
Town Attorney Clifford Repperger  
Finance Manager Jennifer Kerr  
Building Official Robert Bitgood  
Fire Chief Gavin Brown  
Public Works Director Tom Davis  
Town Clerk Amber Brown

## 3. Pledge of Allegiance and Moment of Silence

The Pledge of Allegiance and Moment of Silence were done in the meeting immediately prior to this one.

## 4. Meeting Agenda – Additions/Deletions/Changes

Mayor Wyatt Hoover spoke about adding Resolution 2023-05 as New Business Item C.

**Vice Mayor Joyce Barton made a motion to approve the agenda with the amendment to add Resolution 2023-05 as New Business Item C; Commissioner Corey Runte seconded; Motion carried 4-0.**

## 5. Consent Agenda

- A. Approval of the Special Town Commission Meeting - Tentative Budget Hearing minutes September 11, 2023
- B. Approval of the Town Commission Workshop Meeting minutes August 23, 2023
- C. Approval of the Special Town Commission Meeting minutes August 23, 2023
- D. Approval of the Regular Town Commission Meeting minutes August 16, 2023
- E. Approval of the Special Town Commission Meeting – Executive Session minutes August 16, 2023
- F. Approval of the Town Commission Budget Workshop Meeting minutes August 2, 2023
- G. Approval of the Regular Town Commission Meeting minutes July 19, 2023

**Commissioner Sherri Quarrie moved to accept the Consent Agenda as presented; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

## 6. Proclamations/Presentations/Awards

- A. Presentation of a proclamation recognizing the month of September 2023 as National Suicide Prevention Month

Mayor Wyatt Hoover presented a proclamation recognizing the month of September 2023 as National Suicide Prevention Month.

B. Presentation of a proclamation recognizing the week of September 17-23, 2023 as Constitution Week

Mayor Wyatt Hoover presented a proclamation recognizing the week of September 17-23, 2023 as Constitution Week.

Stephany Eley from the Daughters of the American Revolution thanked the Commission for recognizing Constitution Week.

C. Presentation of a proclamation commemorating 70 years of dedicated service to the Town of Melbourne Beach provided by the Melbourne Beach Volunteer Fire Department

Mayor Wyatt Hoover presented a proclamation commemorating 70 years of dedicated service to the Town of Melbourne Beach provided by the Melbourne Beach Volunteer Fire Department.

## 7. Finance/Budget Report

Commissioner Corey Runte spoke about the Town being under the targeted budget.

Commissioner Sherri Quarrie spoke about the parking revenue and how it has helped the Town.

**Commissioner Corey Runte made a motion to accept the finance report as presented; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

## 8. Department and Board/Committee Reports

A. Parks Board – Veterans Day event

Parks Board Members Lisa Kishegyi, Hailey Conrad, and Julie Samuels spoke about the Veterans Day special event application, proposed having the Spring Fest event on March 2<sup>nd</sup> and wanting to add a new Spanish bilingual class. The new class would cost \$65.00. They proposed increasing the pay for all of the classes to \$65.00.

Town Manager Elizabeth Mascaro spoke about the name Spring Fest needs to include the word kids or children.

Vice Mayor Joyce Barton spoke about liking the name Kids Entrepreneur Fair, or something similar with the words kids and entrepreneurs or business in it.

Commissioner Sherri Quarrie spoke about people not knowing what the event was based on the name. The budget has already been set. The Town cannot keep adding things that were not budgeted.

Commissioner Corey Runte spoke about supporting the date pending any unforeseen conflicts, the name can be figured out later, fully support the Veterans Day event, likes the idea of adding the bilingual class but get with the Town Manager about the budget.

Mayor Wyatt Hoover spoke about the Kids Business Fair was an excellent event. Another option for the name would be to make it long and include Kids Business Fair and Spring Fest.

***Danika Warren***  
***406 Coral Ave***

*Danika Warren spoke about this being the third year having a Veterans Day event, and since it is on a Saturday this year they are hoping to make it a little bigger this year.*

Commissioner Sherri Quarrie spoke about presenting the proposal for the Veterans Memorial at the Veterans Day event.

The Commission agreed to present the concept design for the Veterans Memorial during the Veterans Day event.

**Vice Mayor Joyce Barton made a motion to approve the special event application for the Veterans Day event on November 11, 2023; Commissioner Corey Runte seconded; Motion carried 4-0.**

**Commissioner Corey Runte made a motion to approve the proposed date for the Children's Business Fair/Spring Festival/Event on March 2, 2024 subject to the final approval with the application, name, and any other conflicts; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

#### B. Public Works Department

Public Works Director Tom Davis spoke about the latest project is removing the semi-circle and turning it into a green space. When the project continues the ramp into the Community Center will be on the front of the building. Spoke about Florida State Statutes allowing municipalities to use any type of traffic control device to regulate traffic flow and safety.

Commissioner Sherri Quarrie asked about making sure the rental forms have very strongly worded language about keeping the doors closed since the building just had a remediation treatment.

Commissioner Corey Runte spoke about wanting to revisit the fees.

Commissioner Sherri Quarrie spoke about having staff present the updated fees to the Commission.

C. Building Department

Building Official Robert Bitgood spoke about wanting to focus on education for the next fiscal year.

D. Code Enforcement

Building Official Robert Bitgood spoke about Code Enforcement Officer Jim Turner being very responsive and being out and educating the public.

E. Fire Department

Fire Chief Gavin Brown spoke about finishing the ISO process, continuing the Fire 1 class for Melbourne Beach and Indian Harbour Beach, and doing a community CPR class.

F. Police Department

No additions

G. Town Clerk

No additions

**9. Public Comment (Non-Agenda Items)**

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.

***Frank La Grassa  
412 First Ave***

*Frank La Grassa spoke about if someone gets a second kitchen for a relative and then sells the house or that relative moves out and it is not being used for that purpose. Does the Town have the right to go in and see if it is in violation of the ordinance? No community has been able to control it instead the community is ruined. Spoke about the Planning and Zoning Board did not approve it, and a Member of the Board said they were told to approve the ordinance or they would be replaced.*

Mayor Wyatt Hoover spoke about the Town is not able to go into people's homes.

Commissioner Corey Runte spoke about having several meetings on the ordinance, and the Planning and Zoning Board recommended approval of the ordinance.

Building Official Robert Bitgood spoke about how since that ordinance has been approved there have not been any permits for second kitchens.

Mayor Wyatt Hoover spoke about the purpose of the ordinance.

**Jim Simmons**  
**409 Avenue B**

*Jim Simmons spoke about the Planning and Zoning Board being an advisory board, so no one would be kicked off the Board.*

**Haley Conrad**  
**2011 Oak St**

*Haley Conrad spoke about the Town being able to put the stop signs in, but the question as to why the Town did not follow the MUTCD guidance was not answered. Asked if the Commission is still going to have a professional engineer review the stop signs on Riverside, and if the geotechnical report that was approved at the last meeting is complete and is it available. Asked about any change in the location of the skate park.*

Commissioner Corey Runte spoke about the stop signs will be reviewed as part of the Riverside Dr repaving project and to email the Town Manager for the geotechnical report, and no set location has been approved for the skate park but there are multiple options

Commissioner Sherri Quarrie spoke about the money that was put towards the skate park was approved for investigation of putting the skate park in that location.

**Danika Warren**  
**406 Coral Ave**

*Danika Warren asked if a skate park is going to benefit the majority of the Town and the residents. Very concerned about having one in Town. People come here from all over because it is a quiet and safe place. If you have been to any other skate parks there is noise, and in Satellite Beach the police get called there related to drug use.*

Mayor Wyatt Hoover spoke about those concerns and questions will come up, but we are way before that stage right now.

Commissioner Corey Runte spoke about receiving a lot of requests for a skate park, and previously contacted the County and they said there is no room to put it at Flutie Field.

**Julie Samuels**  
**2320 S River Rd**

*Julie Samuels spoke about not being against the skate park, but what about the empty lot next to public works? Take out a 30-year mortgage and slowly pay it off with parking income and expand the park.*

Commissioner Sherri Quarrie spoke about that previously being brought up and the cost of the lot was too high.

Commissioner Corey Runte spoke about being in favor of that, but the Town cannot afford it.

## 10. Public Hearings/Special Orders

### 11. Unfinished Business

- A. Preliminary discussion pertaining to the request to investigate the feasibility of an in-house, year-round, ocean rescue lifeguard program

Fire Chief Gavin Brown spoke about why this was brought up, what is currently being done, and options moving forward. This upcoming fiscal year the County will honor the same contract that the Town had last year. Starting next fiscal year the 50% cost sharing would go into effect. Starting now there will be a year-round supervisor patrolling our area, and a year-round guarded beach at Spessard Holland and the boardwalk in Indialantic. Option 1 is to stick with BCOR and re-evaluate the options next year. Option 2 is to start our own seasonal program for approximately \$265,604 to get the same service that the County provides. Option 3 is to start our own year-round for approximately \$398,604.

Vice Mayor Joyce Barton asked if the issue was just an anomaly and that maybe seasonal coverage is enough.

Fire Chief Gavin Brown spoke about how the beach conditions have not changed, but the drownings have brought awareness, and now there are guarded beaches close to Town both north and south. North of Town the Indialantic Boardwalk and south of Town Spessard Holland Beach both have year-round lifeguard towers now. His opinion is to go another year with the County and see how it works. There was one weekend that BCOR asked for additional staffing during a rough weekend. The Fire Department had resources out on the beach doing preventative measures and there were no rescues that weekend. Recommends taking the County's offer, so they share half of the cost, then if the Town chooses to add more coverage that part would be fully paid for by the Town.

Commissioner Corey Runte spoke about agreeing with the recommendation to go with the county for this coming year. Although he does not like the signs at the beach crossovers; having to physically walk around the sign is very effective. Keep it on the task list and push it out for 6 months then reassess.

Commissioner Sherri Quarrie spoke about it being disheartening. They are bringing all of the people here so they should pay for all of it.

***Julie Samuels***  
***2320 S River Rd***

*Julie Samuels spoke about how the Town should not pay anything because none of the Melbourne Beach residents go to the beach there, and all Brevard County residents already pay County taxes.*

**Jim Simmons**  
**409 Avenue B**

*Jim Simmons spoke about how the Town would never be able to staff that position if we took it on. No matter what let the County keep the contract.*

## **12. New Business**

### **A. Consideration of the updated fee schedule for Bowman Consulting Group LTD**

Town Manager Elizabeth Mascaro spoke about the fee schedule on file was the original one, so to continue using them the Commission will need to decide if you would like to pay the new rate. The fees are in line with what other engineering firms charge the Town.

Town Attorney Clifford Repperger spoke about the fee schedule is from 2017.

Commissioner Corey Runte spoke about the County just approved the same rates.

Commissioner Sherri Quarrie asked how long the fee schedule is good for.

Town Manager Elizabeth Mascaro spoke about it being for indefinitely until they request new fees.

**Commissioner Corey Runte made a motion to approve the updated rate schedule under the existing continuing services agreement with Bowman Consulting Group as presented; Commissioner Sherri Quarrie seconded; Motion carried 4-0.**

### **B. Consideration of the Waste Pro fuel component and recycle processing fee adjustment**

Town Manager Elizabeth Mascaro spoke about the current contract requires Waste Pro to notify the Town when they increase their fees, so this is just a notification. The contract comes up in 2024, so the contract will be brought up next year.

Commissioner Sherri Quarrie spoke about Waste Pro being excellent.

Dean Hillridge Division Manager for Waste Pro spoke about appreciating being the Town's vendor.

### **C. Resolution 2023-05**

Town Attorney Clifford Repperger spoke about this Resolution being a request for a partial vacation of a utility easement which is holding up the sale of the property. This would vacate 2 feet of the easement. The easement is dedicated to the public for drainage and utility use, and all of the utility companies have approved this.

**Vice Mayor Joyce Barton made a motion to approve Resolution 2023-05; Commissioner Corey Runte seconded; Motion carried 4-0.**

### 13. Administrative Reports

#### A. Town Attorney

No additions

#### B. Town Manager

No additions

### 14. Commission Reports

Mayor Wyatt Hoover congratulated Commissioner Corey Runte on his new baby, and for being named as one of the 12 finalists for the 40 under 40 by LEAD Brevard.

### 15. Task List

#### Updated:

**Parking Stickers** –Town Manager Elizabeth Mascaro spoke about the new parking stickers that have been ordered and will be turquoise - Closed

**Lifeguard Coverage** – Move to March 2024

**Options and Costs for Live Streaming** – Town Clerk Amber Brown spoke have about having 4 quotes and a second meeting with another local company - October

### 16. Public Comment

***Jim Simmons***  
***409 Avenue B***

*Jim Simmons spoke about being concerned about not tracking the stickers by number.*

Town Manager Elizabeth Mascaro spoke about the stickers will be tracked by number.

Mayor Wyatt Hoover spoke about a pro-rated schedule for parking stickers.

### 17. Adjournment

**Commissioner Corey Runte moved to adjourn; Vice Mayor Joyce Barton seconded, Motion carried 4-0.**

Meeting adjourned at 7:37 p.m.

  
Wyatt Hoover, Mayor

ATTEST:

  
Amber Brown, Town Clerk



