

Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING March 20, 2024 at 6:00 p.m. COMMUNITY CENTER - 509 OCEAN AVENUE

MINUTES

Commission Members:

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Marivi Walker
Commissioner Adam Meyer

Staff Members:

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Town Clerk Amber Brown

1. Call to Order

Mayor Alison Dennington called the meeting to order at 6:01 p.m.

2. Roll Call

Town Clerk Amber Brown conducted a roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Adam Meyer

Commission Members Absent

Commissioner Marivi Walker

Staff Members Present

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Finance Manager Jennifer Kerr
Building Official Robert Bitgood
Fire Chief Gavin Brown
Town Clerk Amber Brown

3. Pledge of Allegiance and Moment of Silence

Mayor Alison Dennington led the Pledge of Allegiance.

4. Meeting Agenda – Additions/Deletions/Changes – 1:21

Commissioner Adam Meyer made a motion to approve the agenda as is; Commissioner Corey Runte seconded; Motion carried 4-0.

5. Consent Agenda – 15:47

- A. Reappointment of Parks Board Member Lisa Kishegyi
- ~~B. Approval of the site plan for 526 Sunset Blvd – New home~~

Mayor Alison Dennington pulled Consent Agenda Item B and put it on New Business as Item G

Commissioner Adam Meyer made a motion to approve the Consent Agenda Item A; Commissioner Corey Runte seconded; Motion carried 4-0.

6. Proclamations/Presentations/Awards

- A. Fire Department presentation including a proclamation commemorating 33 years of dedicated volunteer service to the Town of Melbourne Beach provided by Retired Fire Lieutenant Stephen Stewart, the swearing in of two new State Certified Volunteer Firefighters Michael Bellucco and George Walters, and acceptance of a donation from the MBVFA – followed by a brief reception – 25:27

Town Clerk Amber Brown conducted a roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Adam Meyer

Commission Members Absent

Commissioner Marivi Walker

Staff Members Present

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Finance Manager Jennifer Kerr
Building Official Robert Bitgood
Fire Chief Gavin Brown
Town Clerk Amber Brown

- B. Presentation by Town Attorney Ryan Knight – 37:11
- C. Fiscal Year 2023 Financial Audit presented by James Moore – 50:56

7. Finance/Budget Report – 1:19:56

Commissioner Corey Runte made a motion to approve the finance report as presented; Vice Mayor Sherri Quarrie seconded; Motion carried 4-0.

8. Department and Board/Committee Reports – 1:25:27

- A. Public Works Department
- B. Building Department
- C. Code Enforcement
- D. Fire Department
- E. Police Department

F. Town Clerk

9. Public Comment (Non-Agenda Items) – 1:33:25

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.

Tina Coppock – 505 Avenue B

Chuck Cain – 309 Surf Rd

Steve Walters – 416 Sixth Ave

Frank LaGrassa – 412 First Ave

Mark McBride – 310 Second Ave

Ken Lebrato - 213 Cherry Dr

10. Public Hearings/Special Orders

11. Unfinished Business

- A. Consideration of pricing contract renewal with Waste Pro – Town Manager Elizabeth Mascaro – 1:54:14

Daniel Robson from Waste Pro spoke about the contract and services.

Vice Mayor Sherri Quarrie made a motion to extend the waste pro contract, Commissioner Corey Runte seconded;

Steve Walters - 416 Sixth Ave

Tina Coppock – 505 Avenue B

Scott Jones - 309 Fifth Ave

Frank LaGrassa – 412 First Ave

Motion carried 3-1 with Commissioner Adam Meyer dissenting

- B. Consideration of a volunteer Beach Ambassador program – Town Manager Elizabeth Mascaro – 2:29:19

Commissioner Corey Runte moved to approve the beach ambassador program with two conditions: not to exceed \$1,000 of Ocean Park parking funds and subject to annual review by the Commission, Commissioner Adam Meyer seconded; Motion carried 3-1 with Mayor Alison Dennington dissenting

- C. Consideration on ordinance language changes related to sheds – Building Official Robert Bitgood – 2:45:01

Commissioner Corey Runte moved to table to the next RTCM with the condition of the Building Official and PNZ representative meeting to provide options and visual diagrams, Vice Mayor Sherri Quarrie seconded;

Frank LaGrassa – 412 First Ave

Motion carried 3-0 with Mayor Alison Dennington abstaining

Town Attorney Ryan Knight advised Mayor Alison Dennington about Form 8B.

- D. Consideration of language for the second kitchen repeal ordinance – Town Attorney Ryan Knight – 3:18:40

Commissioner Adam Meyer made a motion to send it to PNZ as written, Vice Mayor Sherri Quarrie seconded; Motion carried 4-0

- E. Consideration to obtain a traffic engineer study for traffic calming device options – Town Manager Elizabeth Mascaro – 3:20:00

Commissioner Corey Runte made a motion to authorize and approve the Town Manager to obtain quotes for a traffic study on Riverside; Commissioner Adam Meyer seconded;

Paula Panton – 809 Riverside Dr

Commissioner Corey Runte amended his motion to obtain quotes for the scope of work as presented; Commissioner Adam Meyer seconded the amendment; Motion carried 4-0

- F. Consideration of upcoming Regular Town Commission Meeting dates – Commissioner Corey Runte – 3:24:03

Failed for a lack of a motion

12. New Business

- A. Consideration of salary for Police Chief Tim Zander – Town Manager Elizabeth Mascaro – 3:29:56

Commissioner Corey Runte moved to approve the salary for Police Chief Tim Zander at \$105,000.00 as presented; Commissioner Adam Meyer seconded;

Steve Walters - 416 Sixth Ave

Tina Coppock – 505 Avenue B

Motion carried 4-0

Tim Zander thanked the Commission for the opportunity.

- B. Consideration of Resolution 2024-02 – Budget Amendment – Finance Manager Jennifer Kerr – 3:48:57

**A RESOLUTION OF THE TOWN OF MELBOURNE BEACH, BREVARD
COUNTY, FLORIDA, AMENDING THE BUDGET FOR THE FISCAL YEAR**

2023-2024; AMENDING RESOLUTION NO 2023-09; AMENDING EXPENDITURES FOR ALL FUNDS INCLUDING THE TOWN'S GENERAL FUND; ESTABLISHING AUTHORITY FOR THE TOWN MANAGER TO IMPLEMENT THE BUDGET; AND PROVIDING FOR ADOPTION

Commissioner Adam Meyer made a motion to approve reallocating the money from the skate park to ADA compliance; Vice Mayor Sherri Quarrie seconded;

Frank LaGrassa – 412 First Ave

Mayor Alison Dennington called for a brief recess

Town Clerk Amber Brown conducted a roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Adam Meyer

Staff Members Present

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Building Official Robert Bitgood
Town Clerk Amber Brown

Commission Members Absent

Commissioner Marivi Walker

Commissioner Adam Meyer made a motion to approve budget Resolution 2024-02 as written; Commissioner Corey Runte seconded; Motion carried 4-0

- C. Discussion of prohibiting sleeping/camping in all zoned public places, vehicles, or any properties within Town limits – Vice Mayor Sherri Quarrie – 3:58:10

Commissioner Corey Runte made a motion to approve authorizing the Town Attorney to review the Satellite Beach draft ordinance 1244 and present a draft ordinance for the Commission to review, Commissioner Adam Meyer seconded;

Roger Newell – 506 Colony

Motion carried 4-0

- D. Discussion on installing a children's gaga ball pit – Commissioner Corey Runte – 4:08:55

Commissioner Adam Meyer made a motion to send the Gaga Ball pit to the Parks Board to come up with a plan on the structure type and location and give it back to the Commission for approval, Vice Mayor Sherri Quarrie seconded; Motion carried 4-0

- E. Discussion on Code review, revision, and training related to short-term rentals and Town rules as to occupant, noise, parking, and similar short-term rental issues – Mayor Alison Dennington – 4:14:02

Commissioner Corey Runte made a motion to approve and authorize the Town Attorney to review the existing code regarding short-term rentals and provide proposed code changes to tighten up the Town rules relative to occupancy, noise, parking, and other related issues; Commissioner Adam Meyer seconded;

*Mark McBride – 310 Second
Roger Newell – 506 Colony*

Motion carried 4-0

F. Discussion on creating a Citizen Advisory Board – Mayor Alison Dennington – 4:23:40

Commissioner Adam Meyer made a motion to put it on a workshop;

Commissioner Corey Runte requested an amendment to the motion to include a one-hour structured time limit per item.

Commissioner Adam Meyer approved the amendment; Commissioner Corey Runte seconded the amended motion;

*Roger Newell - 506 Colony
Brian Casazza – 2009 Oak St
Mark McBride – 310 Second Ave
Annmarie McBride – 310 Second Ave
Frank LaGrassa – 412 Second Ave*

Motion carried 4-0

G. Approval of the site plan for 526 Sunset Blvd – New home – 4:54:00

Commissioner Corey Runte made a motion to approve the 526 Sunset Blvd site plan package as presented; Vice Mayor Sherri Quarrie Seconded;

Ken Labrato – 213 Cherry Dr

Motion carried 3-1 with Mayor Alison Dennington dissenting

13. Administrative Reports

- A. Town Attorney
- B. Town Manager

14. Commission Reports

15. Task List

Updated:

Sixth Ave Boat Ramp Improvements: Commissioner Corey Runte requested the item be pushed for three more months.

16. Public Comment

17. Adjournment

Commissioner Corey Runte moved to adjourn; Vice Mayor Sherri Quarrie seconded, Motion carried 4-0.

Meeting adjourned at 11:31 p.m.