



# Town of Melbourne Beach

**REGULAR TOWN COMMISSION MEETING  
WEDNESDAY, MARCH 15, 2017  
6:30 p.m.  
COMMUNITY CENTER – 509 OCEAN AVENUE**

## **AGENDA**

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Mayor Jim Simmons  
Vice Mayor Tom Davis  
Commissioner Wyatt Hoover  
Commissioner Sherri Quarrie  
Commissioner Steve Walters

Town Manager Tim Day  
Town Clerk Nancy Wilson  
Town Attorney Clifford Repperger, Jr.

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## **PUBLIC NOTICE**

**The Town Commission will conduct a Regular Town Commission Meeting at 6:30 p.m. on Wednesday, March 15, 2017 at the Community Center located at 509 Ocean Avenue to address the items below.**

**Notice: Commission discussion and possible action may occur during any Commissioner Meeting. The following sections of the Agenda are always subject to such discussion and possible action without further motion by the Commission: Changes to the Agenda, Public Hearings, Old Business, and New Business.**

**The public is advised that members of the Town Commission may be in attendance and participate in proceedings of the board. Attorney General Opinions (AGO) AGO 91-95, AGO 98-14, AGO 2000-68.**

**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.**

**I. Call to Order – Led by Mayor Simmons**

**II. Roll Call**

**III. Pledge of Allegiance and Moment of Silence**

**IV. Boards and Committees**

A. Board & Committee Reports

1. Police Pension Fund Board of Trustees

B. Appointments and Reappointments

1. Reappointment of Diana Beacham to the Historical Preservation and Awareness Board for a term of two years, ending March 15, 2019
2. Reappointment of Ed Struttman to the Parks & Recreation Board for a term of two years, ending March 15, 2019

**V. Public Comments**

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.

**VI. Approval of the Agenda**

**VII. Consent Agenda**

- A. February 15, 2017 Town Commission Regular Meeting Draft Minutes
- B. February 21, 2017 Town Commission Special Meeting Draft Minutes
- C. Site Plan Review – 417 Riverview Drive
- D. Site Plan Review – 420 Fourth Avenue
- E. Site Plan Review – 504 Hibiscus Trail

**VIII. New Business**

- A. February 1, 2017 Town Commission Special Meeting Draft Minutes – Town Clerk Wilson
- B. Discussion and possible action for a Charter change placing the Town Clerk position under the day to day supervision of the Town Manager - Commissioner Walters
- C. Discussion and possible action as to what steps need to be taken when a vacancy occurs on the Town Commission pursuant to the Town Charter (this discussion may include a Town Charter change) – Commissioner Walters
- D. Discussion and possible action on the process to be used for authorizing a draft Ordinance to include changing current policies and procedures for resident requests for variances, land development changes, policy

changes and/or access to our Planning and Zoning advisory board –  
Commissioner Walters

**IX. Reports**

- A. Town Attorney Report
- B. Town Manager / Public Works Report
- C. Town Clerk Report
- D. Departmental Reports:
  - 1. Building Department
  - 2. Code Enforcement
  - 3. Police Department
  - 4. Fire Department
  - 5. Finance Department

**XIII. Town Commission Comments**

- A. General Comments
- B. Review of Commission Action List

**XIV. Adjournment**