



# Town of Melbourne Beach

## **TOWN COMMISSION WORKSHOP**

**MONDAY, APRIL 3, 2017**

**5:30 p.m.**

**TOWN HALL MASNY ROOM – 507 OCEAN AVENUE**

## **AGENDA**

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

Town Manager Timothy Day  
Town Clerk Nancy Wilson  
Finance Manager Elizabeth Mascaro  
Bldg. Department – Beth Crowell

## **PUBLIC NOTICE**

**The Town Commission will conduct a Town Commission Workshop at 5:30 p.m. on Monday, April 3, 2017 in the Town Hall Masny Room located at 507 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. New Business**

- A. Discussion about digitizing Town records (no backup)
- B. Discussion regarding transcribing meeting minutes to be in an Action or Summary format (no backup)
- C. Discussion regarding adopting Rosenberg's Rules of Order
- D. Discussion about plant selection for the Ocean Park walkway planting project
- E. Discussion about 911 addressing

**V. 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.

**VI. Adjournment**