



Town of Melbourne Beach

**REGULAR TOWN COMMISSION MEETING
WEDNESDAY, JUNE 21, 2017
6:30 p.m.
COMMUNITY CENTER – 509 OCEAN AVENUE**

AGENDA

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.

PUBLIC NOTICE

The Town Commission will conduct a Regular Town Commission Meeting at 6:30 p.m. on Wednesday, June 21, 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. 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.

V. Approval of the Agenda

VI. Special Presentation

- A. Consideration of request to refund our municipal bond – Finance Manager Mascaro and a guest from Bryant Mill Olive PA.

VII. Consent Agenda

A. Board & Committee Reports

- 1. Police Pension Fund Board of Trustees
- 2. Historic Preservation & Awareness Board report – Marty Remark

B. Town Board Resignations

- 1. Resignation of John Tanner from the Code Enforcement Board
- 2. Resignation of Christine Boyd from the Historic Preservation & Awareness Board
- 3. Resignation of Lisa Jackson from the Historic Preservation & Awareness Board

C. Site Plan Reviews

- 1. Site Plan Review for 404 Atlantic Street, Melbourne Beach, FL
- 2. Site Plan Review for 501 Atlantic Street, Melbourne Beach, FL
- 3. Site Plan Review for 419 First Avenue, Melbourne Beach, FL
- 4. Site Plan Review for 508 Magnolia Avenue, Melbourne Beach, FL
- 5. Site Plan Review for 901 Riverside Circle, Melbourne Beach, FL

- D. Approval of Third Amendment to Fire-Rescue Dispatch Services Interlocal Agreement with the Town of Indialantic – Town Manager Day

VIII. Public Hearing

- A. First Reading of the Bed and Breakfast Text Change Ordinance 2017-01 - Town Attorney Repperger

IX. Old Business

- A. Consideration of leave policy to restore employee unpaid leave to 12 weeks – Mayor Simmons

X. New Business

- A. Consideration of May 17, 2017 Town Commission Regular Meeting Draft Minutes as amended– Town Clerk Wilson
- B. Consideration of June 8, 2017 Joint Town Commission/Planning & Zoning Board Meeting Draft Minutes as amended– Town Clerk Wilson
- B. Discussion and possible action regarding medical marijuana – Mayor Simmons
- C. Discussion and possible action regarding vacation/short term rentals – Mayor Simmons
- D. Consideration of investment policy addressing internal controls to address audit finding - Town Manager Day
- E. Consideration of change to Policies and Procedures manual to add policy covering management and maintenance of the Town’s IT system – Town Manager Day
- F. Consideration of Memorandum of Understanding with F.I.T. for the MPA program – Town Attorney Repperger
- G. Consideration of change to the Fire Manager’s job description – Town Manager Day
- H. Consideration of pay adjustment for the Finance Manager – Town Manager Day

XI. Staff Reports

- A. Town Attorney Report
- B. Town Manager / Public Works Report
- C. Town Clerk Report – no report
- D. Departmental Reports:
 - 1. Building Department
 - 2. Code Enforcement

3. Police Department
4. Fire Department
5. Finance Department

XII. Town Commission Comments

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

XIII. Adjournment