

# **Town of Melbourne Beach**

## **REGULAR TOWN COMMISSION MEETING DECEMBER 21, 2022 at 6:00 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE**

### **PUBLIC NOTICE**

### **AGENDA**

**The Town Commission will conduct a Regular Town Commission Meeting  
on Wednesday, December 21, 2022, in the Community Center  
to address the items below**

**Commission Members:**

Mayor Wyatt Hoover  
Vice Mayor Joyce D. Barton  
Commissioner Sherri Quarrie  
Commissioner Corey Runte  
Commissioner Marivi Walker

**Staff Members:**

Town Manager Elizabeth Mascaro  
Town Attorney Clifford Repperger  
Town Clerk Amber Brown

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.

**1. Call to Order – Led by Mayor Hoover**

**2. Roll Call**

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

**4. Presentations**

A. Administration of the Oath of Office – Reception to follow

- Joyce Barton – Commissioner
- Corey Runte – Commissioner
- Marivi Walker – Commissioner

**5. 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.

A. Frank Hunt– Zoning request letter

**6. Approval of the Agenda**

**7. Consent Agenda**

- A. Approval of the Regular Town Commission Meeting Minutes November 16, 2022
- B. Approval of the Town Commission Workshop Meeting Minutes December 7, 2022
- C. Approval of the Special Town Commission Meeting Minutes December 7, 2022
- D. Approval of the site plan for 2204 Redwood – new home
- E. Approval of the site plan for 513 Magnolia – new home
- F. Reappointment of Board Members

- Reappointment of members of the History Center Board
  - 1. Crystal Cain
  - 2. Mary Gene Gold (Genie)
  - 3. Bruce Morgan
- Reappointment of members of the Environmental Advisory Board
  - 1. Jamie Guth
  - 2. Leslie Maloney

**8. Old Business**

- A. Consideration of service fee adjustments for James Moore for FY2023
- B. Consideration of cost to repair the collapsing stormwater pipe on Cherry and Rosewood

**9. New Business**

- A. Appointment of Vice Mayor and appointment of the Voting Delegate for the Space Coast League of Cities
- B. Discussion on creating a monthly newsletter for residents – Commissioner Runte

- C. Consideration of Resolution 2022-14 amending the budget for the fiscal year 2021-2022; amending resolution 2022-13; amending the use of all carry forwards for all funds including the general fund, amending the expenditure budget for all funds including the general fund; transfer funds between funds
- D. Consideration of changes to Chapter 1 Procurement Procedure to reflect the bank's services agreement regarding multiple signatures required for a withdrawal
- E. Consideration of changes to Chapter 16 Expense Reimbursement to reflect the current U.S. General Services Administration pricing guide for Brevard County regarding meal allowances
- F. Consideration to engage Bowman Consulting to prepare site plans for Ocean Avenue
- G. Consideration of a public records solution company
- H. Consider Town representation of Jim Simmons for any further legal action regarding the Election Challenge

**10. Staff Reports**

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

**11. Town Commission Comments**

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

**12. Adjournment**