



TOWN OF MELBOURNE BEACH

TOWN COMMISSION REGULAR MEETING

August 19, 2020

AGENDA PACKET

TOWN COMMISSION MEETING PACKAGE

MEETING DATE: August 19, 2020

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Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING AUGUST 19, 2020 at 6:30 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

AGENDA PUBLIC NOTICE

**The Town Commission will conduct a Regular Town Commission Meeting
on Wednesday August 19, 2020 in the Community Center
to address the items below**

Due to the effects of COVID-19, recognizing the Centers of Disease Control social distancing guidelines, and as authorized and in compliance with Governor Ron DeSantis Executive Orders, attendance in the Community Center will be limited to 28 people. Those in excess of that number will be accommodated outside the community center where the meeting will be broadcast live in an audible format. Should members of the public seated outside wish to be heard, comment cards will be available to fill out and those who do will be invited into the Community Center for the purpose of speaking at the appropriate time. Anyone who wishes to provide public input without personally appearing at the meeting may do so by sending an email to townclerk@melbournebeachfl.org. All emails must be received prior to 4:00 p.m. on Tuesday, August 18, 2020. All emails will be provided to the Mayor and each of the Town Commission Members. Should you wish to have your comment read aloud by Town staff at the meeting, please indicate that in your email. Your full name and address must be included and will be read aloud. The reading of public comments received by email will be limited to three (3) minutes.

Commission Members:

Mayor Jim Simmons
Vice Mayor Wyatt Hoover
Commissioner Steve Walters
Commissioner Sherrie Quarrie
Commissioner Corey Runte

Staff Members:

Town Manager Elizabeth Mascaro
Town Clerk Jennifer Torres
Town Attorney Clifford Repperger
Finance Manager Jennifer Kerr

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. Presentations

V. Boards and Committees

- A. Review of Town Board Volunteer Applications to fill Board vacancies

VI. 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.

VII. Approval of the Agenda

VII. Consent Agenda

- A. Site Plan Review for 310 Fourth Avenue, Melbourne Beach
- B. Site Plan Review for 222 Surf Road, Melbourne Beach
- C. Reappointment of Charles Cain to the Board of Adjustment for a term of 3 years
- D. Reappointment of John Haig to the Board of Adjustment for a term of 3 years
- E. Reappointment of Kelli Hunsucker to the Environmental Advisory Board for a term of 2 years
- F. Reappointment of Genie Gold to the History Center Board for a term of 2 years

- G. Reappointment of Jo Solley-Hansen to the History Preservation & Awareness Board Center Board for a term of 2 years

IX. Public Hearings

- A. First Reading of Ordinance 2020-04 amending Section 7A-102, Appendix A, Town Code of Melbourne Beach, Florida (Land Development Code) – Town Attorney Repperger

X. Old Business

- A. Review and possible action regarding Ordinance 7A-67 related to Boats & RVs – Commissioner Quarrie
- B. Review Social Media Policy. Provide edits and changes if necessary – Town Manager Mascaro

XI. New Business

- A. Confirm Qualified Candidates and Order Names to be printed on the November 3, 2020 Municipal General Election and Special Election Ballot – Town Clerk Torres
- B. Consideration of extending or ending Emergency Order 2020-06 and 2020-07 – Mayor Simmons
- C. Review Proposal from Florida Solar Energy Council on Performing and Energy Analysis and Solar Feasibility Assessment – Town Manager Mascaro
- D. Consideration of allowing artwork to be painted on the Town's Stormwater drains – Town Manager Mascaro
- E. Consideration and Review of Quote from Computer Experts for new Software Licenses – Town Manager Mascaro
- F. Consideration of moving money from the Reserve Account into a 360 day Certificate of Deposit account with an estimated 0.05%* annual percentage yield, which translates to \$498.35 at 360 days – Finance Manager Kerr
- G. Consideration of Budget Resolution 2020-05 – Finance Manager Kerr
- H. Consideration of Reallocation of Funds from FY 2019-2020 Fire Control Budget – Fire Chief Gavin Brown
- I. Consideration of request that the Town Commission give the Police Pension Board the authority to adopt required tax compliance changes by policy and then

request the Town Commission to add by Ordinance at a later date - Attorney Bonni Jensen on behalf of Police Pension Board.

- J. Discussion and possible action related to two options that may offer safer bike travel in Town – Public Works Supervisor Davis

XII. Staff Reports

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

XIII. Town Commission Comments

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

XIV. Adjournment

Attachments:	Application and resumes attached
Date Prepared:	August 11, 2020
Prepared By:	Town Clerk Torres
Meeting Date:	August 19, 2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input checked="" type="checkbox"/>	Boards & Committees	<input type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Town Board Volunteer Applications (3)
Recommended Action:	Review of Volunteer applications to fill Board vacancies
Background Information:	<p>Application and resumes for:</p> <ul style="list-style-type: none"> • Thomas Jones (BOA, Parks, PZ, EAB) • Jamie Guth (EAB) • Lisa Rubenstein (BOA, EAB, Parks, PZ)



TOWN BOARD VOLUNTEER APPLICATION

Town of Melbourne Beach

507 Ocean Avenue


Melbourne Beach, Florida 32951

Phone: (321) 724-5860 Fax: (321) 984-8994

1. Name: Jamie Guth Home Phone: n/a
2. Home Address: 409 Anchor Key, Melbourne Beach, FL 32951
3. Mobile Phone: 321 427 8932 E-mail address: jaguth@vt.edu
4. Business Name: n/a Business Phone: n/a
5. Resume or Education & Experience: please see page 2
(Use additional sheets if necessary or submit resume)
6. Date of birth: 05-11-80 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☐ YES ☐ NO
8. Are you a resident of the town? ☐ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☐ YES ☐ NO
10. Do you hold a public office? ☐ YES ☐ NO
11. Do you currently serve on a Town board? ☐ YES ☐ NO
If yes, which board? _____
12. Please check the board(s) you are interested in serving on:

<input type="checkbox"/> Audit Committee	<input type="checkbox"/> History Center Board
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> History Preservation and Awareness
<input type="checkbox"/> Civil Service Board	<input type="checkbox"/> Parks Board
<input type="checkbox"/> Code Enforcement Board	<input type="checkbox"/> Planning and Zoning Board
<input type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Police Pension Fund Board of Trustees
13. Why do you think you are qualified to serve on this board? After reviewing the Town's Guidelines to Sustainability Actions,
I see myself being able to assist with numerous priority action items based on my familiarity with certain subject matter, and general passion for environmental sustainability.
14. Would you consider serving on another board other than the one(s) you have selected above?
☐ YES ☐ NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard County Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860.

Signature: 

Date: Aug 3, 2020

Jamie Guth | ART DIRECTOR / GRAPHIC DESIGNER

EXPERTISE

- ▶ Proficient in Adobe Creative Suite software including Photoshop, InDesign, Illustrator, Dreamweaver and Acrobat Pro
- ▶ Skilled in Microsoft Office programs including Word, PowerPoint and Excel
- ▶ Knowledgeable in web-based applications, content management systems and HTML for management and editing of websites, email campaigns and surveys via WordPress, HubSpot, Constant Contact, MailChimp and Survey Monkey
- ▶ Proficient in setup, management, monitoring and responding of multiple social media channels
- ▶ Expertise in vendor communication, rules of prepress, mailing and specialty printing techniques
- ▶ Familiar with methodology and integration of community-based social marketing to promote sustainable behavior
- ▶ Ability to work within and offer creative solutions to budget constraints

EXPERIENCE

MTN, INC. » Satellite Beach, FL

Partner / Art Director / Graphic Designer: 2006 – Present

- ▶ On business management team for creating company-wide process improvement standards for efficient work flow.
- ▶ Expertise in strategy development, budget creation, project coordination and campaign design for various client industries including environment, utilities, business aviation, space science, satellite communications, real estate, restaurants, health care, financial institutions and non-profit organizations.
- ▶ Creative concept development, design and layout for corporate identities and brand follow-through to multi-mediums such as print, digital, web, outdoor signage, large format event signage and apparel.
- ▶ Developer of brand guidelines for multiple clients; continual oversight of colleague adherence to brand integrity.
- ▶ Resource for defining vendor specifications and communicating with printers.
- ▶ Proficient in web-based functionality testing as well as quality testing for consistency of message, design, legibility and clarity.
- ▶ Passion for research and understanding of client goals to pitch effective solutions via messaging, visuals and metrics.

CK COMMUNICATIONS » Melbourne, FL

Senior Graphic Designer: 2004 – 2006

- ▶ Initiation and development of design concepts for corporate identities, packaging, ads, interactive websites, 2-D animation for web and video, printed literature, direct mail, tradeshow booth graphics, large format banners and vehicle wraps.
- ▶ Time and quality management skills to meet client demands.
- ▶ Continuous management of internal and client websites.
- ▶ Skilled in prepress and printer communication.

EDUCATION

- ▶ **M.F.A. GRAPHIC DESIGN**
Savannah College of Art & Design » Savannah, GA
- ▶ **B.F.A. GRAPHIC DESIGN**
Virginia Tech » Blacksburg, VA

AWARDS

- 2019 AAFSC*** » Judges Choice Addy Award:
ISSNL - Space Station Explorers Event Booth
- 2017 AAFSC** » Best of Print Addy Award:
CASIS - Annual Report
- 2016 AAFSC** » Best of Print Addy Award:
CASIS - Annual Report
- 2014 AAFSC** » Judges Choice for Innovation Addy Award:
Harris Corporation - Interactive Annual Report
- 2014 AAF 4th District** » Gold Addy Award:
Harris Corporation - Interactive Annual Report
- 2013 AAFSC** » Best of Interactive Addy Award:
CASIS - Interactive Annual Report

**American Advertising Federation Space Coast*



TOWN BOARD VOLUNTEER APPLICATION
Town of Melbourne Beach
507 Ocean Avenue
Melbourne Beach, Florida 32951
Phone: (321) 724-5860 Fax: (321) 984-8994

1. Name: Thomas Jones Home Phone: 321.446.5010
2. Home Address: 512 Avenue B
3. Mobile Phone: 321.446.5010 E-mail address: jones44@netscape.com
4. Business Name: N/A Business Phone: N/A
5. Resume or Education & Experience: I bring deep construction engineering and problem solving experience to the town.
(Use additional sheets if necessary or submit resume)
6. Date of birth: 07/20/1956 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☒ YES ☐ NO
8. Are you a resident of the town? ☒ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☒ YES ☐ NO
10. Do you hold a public office? ☐ YES ☒ NO
11. Do you currently serve on a Town board? ☐ YES ☒ NO
If yes, which board? _____
12. Please check the board(s) you are interested in serving on:

<input type="checkbox"/> Audit Committee	<input type="checkbox"/> History Center Board
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> History Preservation and Awareness
<input type="checkbox"/> Civil Service Board	<input checked="" type="checkbox"/> Parks Board
<input type="checkbox"/> Code Enforcement Board	<input checked="" type="checkbox"/> Planning and Zoning Board
<input checked="" type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Police Pension Fund Board of Trustees
13. Why do you think you are qualified to serve on this board? _____
I bring deep construction engineering and problem solving experience to the town.
14. Would you consider serving on another board other than the one(s) you have selected above?
☒ YES ☐ NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard County Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860.

Signature:  Date: 7/6/20

Thomas W. JONES

Quality Manager

Professional Experience Summary

More than 35 years of experience as EPC Project QA/QC Management of large and small petrochemical projects. Develop, edit and assemble project Quality Manual. Coordinate and review Subcontractor submittals for conformance to project quality requirements. Implementation and administration of Project Quality Program for civil, general mechanical, piping, electrical, and instrumentation disciplines at home office as well as project site. Prepares or reviews method statements for construction QA/QC and welding execution. Implement and administer CAR's and NCR's from issue through resolution. Engage all levels of EPC engineering staff for resolution of technical issues related to quality. Participates with and communicates project quality requirements for FEED and Constructability. Manage and coordinate Subcontractor Pressure Vessel assembly and repair, ensuring Client requirements are met. Ensure requirements of project turnover systems are adhered to. Manage and coordinate third party inspections/ inspection agencies during procurement of purchased components. Perform pressure vessel and piping fabrication shop surveillance and audits. Manage and coordinate project quality personnel assignments. Maintain healthy Client relationship with effective and appropriate communication. Represent Client in PMC role as needed. Extensive welding and fabrication knowledge of piping and vessels. Deep experience in the Power, Petro- Refining and Petro-Chemical industry.

Detailed Professional Experience

Quality Manager 2

2019- present TechnipFMC Houston, TX

- **ExxonMobil BLADE Project, Beaumont, TX**

As TechnipFMC Site Quality Assurance Manager, prepare, edit, assemble and submit project construction quality manual for execution of quality activities. Review and approve subcontractor quality submittals. Prepare, edit, assemble, and submit project Inspection and Test Plans (ITP's) as well as ensure subcontractor ITP's conform to project requirements. Prepare discipline method statements for submittal to Client. Prepare discipline execution procedures (hydro-test/ build it clean/ flange tightening, etc) for project use. Ensure non-conformance is documented correctly and entered in to Technip Synergi. Prepare, execute, and report planned and unplanned site surveillance and audits. Execute and report subcontractor shop surveillance. Report metrics to TechnipFMC home office Quality Director.

Fabrication Manager

2018-present TechnipFMC, Houston, TX

- **NUI-340 Unmanned Oil and Gas Platform, Houma, LA**

As Project Fabrication Manager, monitor and report schedule, assembly, and quality execution of the NUI- 340 un-manned jacket and platform works at Gulf Island

Education

- AA, Microbiology, Phi Theta Kappa, Brazosport College, Clute, Texas, 1980
- University of Texas, Medical Technology, Austin, Texas, 1980 to 1981
- University of Houston, Fine Arts, Houston, Texas, 1988 to 1989
- Glassell School of Art, Houston, Texas, 1990
- Southwest Texas University, San Marcos, Texas, Vocational Teacher, 1983

Languages

- English, native
- Spanish, entry

Professional Qualifications

- United Society for Quality Certified Quality Auditor (CQA inactive)
- American Welding Society, CWI Certificate No. 08121681, 1986 (inactive)
- US Army Corps of Engineers CQMC #784 (active)
- Level II VT, PT, MT, RT Interpretation, Company ASNT TC-1A Certified (inactive)

Thomas W. JONES

Quality Manager

Shipyard, Houma, LA. Ensure vendor compliance to project specifications. Interface between Vendor and home office engineering and management. Provide subject matter expertise regarding equipment, materials, assembly, welding, NDE and logistics. Review, understand and implement constructability strategy as project evolves.

Site Quality Assurance Manager

2013-present TechnipFMC, Houston, Texas

- **Sasol LCCP Mega Project Lake Charles, LA**

Execution of Project Site Quality Assurance for LDPE and LLDPE unit construction. Lead discipline specific QA team through daily monitoring of construction site quality activity. Utilizing the Project Quality Management System, provide daily positive and negative surveillance reports of site quality activity. Generate Non Conformance Reports and follow up to closure. Provide corrective and preventive action for unsatisfactory surveillance reports. Provide Quality metrics to Project management. Monitor and ensure Subcontractor QC execution complies to Project requirements.

Review and approve tag item/ package/ area completion dossiers for System Turnover. Champion Quality effort in every aspect of project participation. Participate in all Safety initiatives at Project site.

Gulf Coast Partners Site Quality Manager

2013 TechnipFMC, Houston, Texas

- **Chevron Phillips Chemicals USGC Polyethylene Project**

Responsible for interface between Client and Construction Partner with regard to meeting project quality requirements. Provided and monitored input to discipline quality elements for construction partner's construction completion, Pre-commissioning and Turnover. Monitor and generate nonconformance reports at project site related to GCP procured equipment and commodities. Ensured NCR disposition is appropriate and NCR's are closed in a timely manner. Interfaced with GCP Manager of Procurement Inspection as needed. Provided quality oversight of 3rd party inspection agency at Korean pressure vessel shop. Reviewed subcontractor ITP and Quality Plans submittals before contract award. Provided requested or recommended quality plans, procedures or method statements to construction partner as needed. Represented Technip's interest within the partnership to ensure quality elements meet expectations. Provided project site engineering group Quality focal point for resolution of technical requests for information as well as corrective and preventive action. Represented Technip at all meetings requiring Quality representation.

Manager of Construction Quality

2013 TechnipFMC, Houston, Texas

- Home Office Manager of Project QA/QC and Turnover for North America region Construction Management. Responsible for management of Construction QA/QC personnel for Energy and Chemicals projects within North America. Preparation of project QA/QC staffing plans. Preparation and presentation of project ITP and Quality Plans. Developed or edit project specific procedures and method statements. Revise and edit procedures as needed. Reviewed Subcontractor submittals related to QC. Represent the Company's construction QA/QC department to current and potential clients. System QA/QC completion interface with Plant Services. Defined component and system QA/QC requirements for completion. Audit or survey subcontractor project QA/QC execution. Manage and coordinate project quality management and inspection personnel assignments.

Thomas W. JONES

Quality Manager

Senior Project QA/QC Manager

2011-2013 Technip/Shaw Stone and Webster, Singapore, Asia

- **Exxon/Mobil Singapore Parallel Train Olefins Recovery Project**

Seconded to Shaw, Stone and Webster Asia, Inc. for completion of the Exxon/ Mobil SPT Project. Responsible for ensuring subcontractors comply with Client and contracted codes, standards, and specifications for the E/M SPT project. Supervised and managed staff of (95) ninety five civil, mechanical, electrical, instrumentation, piping and welding NDE document reviewers and inspectors. Daily interface with Project, Client, and Subcontractor Construction Management with regard to safety, schedule and coordination. Managed subcontractor surveillance and auditing staff. Managed and conducted weekly Subcontractor quality as well as internal "plan of the day" meeting. Managed and conducted weekly equipment and component preservation meetings. Reviewed subcontract scope of work and subsequent submission of ITP's. Reported to Resident Construction Manager the progress of installation quality documentation and subsequent schedule progress related to quality. Liaise with Project Turnover department for support of system completion. Manage, communicate and administer Company safety policy within department. Reported monthly quality metrics to Home Office.

Senior Project QA/QC Manager/CWI

2010-2011 Shaw Energy and Chemicals, Houston, TX

- **MSAT2 Project, Robinson, IL**

Project QA/QC Manager within the Shaw Construction Management group for the MSAT2 project at Marathon Petroleum Company's Robinson, Illinois Refinery. Responsible for ensuring company's construction QA/QC portion of the EPC is in alignment with the Project Execution Plan. Responsible for ensuring all subcontractors perform in accordance with project contracted specifications. Interfaced with Company subcontract department for review of QA/QC documentation from scope of work issue through bid award. Daily interface with Shaw and Client staff for reportage of QA/QC issues. Supervising and reporting of daily QA/QC staff surveillance of subcontractor field performance and quality in all disciplines common to project. Management and oversight of subcontractor performed ASME code vessel repairs/modification. Ensures QA/QC department provides active participation in project safety plan. Ensured project construction management compliance with Company ISO 9001 certificate through hosting internal home office and underwriter surveillance/audits. Responsible for the project system turnover department, ensuring system turnover documentation complies with Client requirements and is completed within schedule.

Senior Project QA/QC Manager/CWI

2009-2010 Shaw Stone and Webster Arabia, Co. Yanbu, Kingdom of Saudi Arabia

- **BBTX/HDPE, Saudi Arabia**

Construction QA/QC Manager for the BBTX and HDPE projects at Yanbu, Kingdom of Saudi Arabia. Responsible for ensuring selected subcontractor complies with Client's codes, standards, and specifications. Supervising a staff of up to thirty civil, mechanical, electrical, instrumentation, piping and welding inspectors. Daily interface with Project and Client Construction Management. Responsible for the Turnover of Process and Non-Process systems to for pre-commissioning. Responsible for completion and turnover of System QC documentation to the Client in accordance the Project Execution Plan. Review QA/QC portion of subcontracts from scope of work to approval of award. Reports to the Resident Construction Manager information as necessary for tracking of installation documentation and subsequent schedule progress related to quality. Execution Plan monitored for compliance to ISO 9001 standards.

Senior Project QA/QC Manager/CWI

2007-2009 Shaw Energy and Chemicals, Houston, TX

QA/QC Department Manager for Construction Technical Services division, responsible for the management of QC personnel for Energy and Chemicals projects worldwide. Management of QC personnel assigned to very large petrochemical projects (downstream hydrocarbons) worldwide. Preparation and presentation of Project Quality Plans for large and small capital projects. Maintenance and development of project specific

Thomas W. JONES

Quality Manager

procedures. Represent the Company's construction QA/QC department to current and potential clients.

BMW Master Client Advisor

2001-2007 The Imported Car Store, Melbourne, FL

Responsible for representing the BMW "luxury/high line" automobile product to customers with very high expectations of quality customer service. Involvement in all aspects of the retail sale from first presentation to financing and final delivery of the product. Specification, ordering and management of retail inventory. Extensive product knowledge and a proven track record of increasing sales from year to year with personal retail sales of 5.9 million dollars for the year 2006

Owners Construction Representative/CWI

1995-1998 Dow Chemical Texas Division (Contracted through Kelly Technical Services), Freeport, Texas

Responsible for representing the Dow Chemical Company in construction quality management. on small and large capital projects. Participated in many phases of projects including constructability review, participation in front end loading of fast track schedules, participation with safety programs, daily review of field change orders, oversight of contractor compliance to customer specifications and review and presentation of contractor quality control program. Acted as liaison between contractor's construction management and owner's engineering. Surveillance of contractor work activity in regard to project specification. Surveillance of pressure vessel shop fabrication.

Certified Nuclear Pipe Welder

1995 Bechtel Construction, Florida City, FL

- **FPL Turkey Point Nuclear Power Station**

Performed welding in accordance with ASME Section III using SMAW and GTAW welding processes. Project completed to customer's satisfaction.

Quality Control Manager/CWI

1993-1994 Gulf States, Inc., Freeport, Texas

- **Destec 280 Megawatt Cogen Project, Freeport, TX**

Responsible for QC of work scope to Client requirements in civil, mechanical and piping disciplines. Supervised over sixty welders as well as a quality control team of five employees. Pre- construction review of piping drawings and constructability action plan. Liaised with Client for evaluation of welding NDT results, PWHT, hardness testing of chrome-moly piping materials, and accepting/rejecting quality hold points on equipment. Responsible for sign off on civil documents. Supervised identification and assembly of piping test packages.

Owners 3rd Party Quality Assurance Representative/CWI

1992-1993 Petro-Chemical Drafting Company (now Englobal), Freeport, Texas

- **Dow Chemical Texas Operations and Oyster Creek Divisions**

Responsible for quality assurance as an owner's representative for the Dow Chemical Company Construction Management group on a variety of projects including Polycarbonate, Polyethylene, Ethylene, Chlorinated Hydrocarbons, and Power. Participated in pre- project review of construction activities and their impact on schedule and cost. Ensured compliance of contractor activities to job specifications. Provided vendor surveillance at pressure vessel and pipe fabrication and manufacturing facilities. Actively involved with the quality assurance committee and the owner's safety program.

Project QC Manager/CWI

1991-1992 Golden Technical Services, Houston, Texas

- **Texas/Stratton Ridge Salt Dome**

QA/QC Manager during the erection of a natural gas processing and storage facility and related pipeline. Duties included assurance of contractor compliance to ASME Section VIII, Section IX, ANSI B31.3,

Thomas W. JONES

Quality Manager

B31.8 and API 1104. Responsible for material procurement reviews (MTR's), and vendor inspection and surveillance at pressure vessel and piping fabrication shops. Assisted the construction manager with contract administration. Participated in pre- project review of construction activities and their impact on schedule and cost. AWS CWI.

Welding Supervisor, Pipe Fabrication Shop/CWI

1987-1991 US Contractors, Clute, Texas

Supervised over fifty craftsmen. Responsibilities included quality assurance, visual inspection of welding, safety supervision and meetings, interpreting radiographic film, and solving production logistical problems. Interfaced with customer and third-party inspection agencies. Developed welding procedures utilizing robotic machinery. Evaluated hydrostatic testing, dye penetrant, and welder testing. Utilized knowledge of ASME section IX, Section XIII, Division I, Section II, API 1104 and AWS d1.1, ANSI B31.1.as AWS Certified Welding Inspector and Level II PT, MT, VT, and RT interpretation.

Certified Pipe Welder, Pipe Fabrication Shop

1985-1986 US Contractors, Clute, Texas

Performed welding primarily for the chemical and petrochemical industries in the fabrication shop. Certified on many ferrous and non-ferrous alloys common to the industry. Utilized and performed work with SMAW, GTAW, GMAW, and SAW welding processes. Assisted quality assurance manager with interpretation of radiographs, use of dye penetrant and hydrostatic testing. Assist the development of welding procedures and testing of welders. Occasionally mobilized to a field project site as welder/fitter.

Instructor, Welding Technology

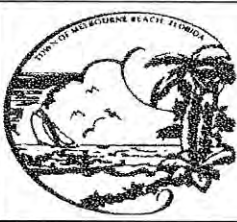
1983-1985 Brazosport Independent School District, Freeport, Texas

Instructed high school students, grades 10 through 12 in the Vocational Welding Technology Program. Developed curriculum that stressed a hands-on approach as well as classroom coursed in mathematics, blueprint interpretation, metallurgy, safety and other related technical information. Responsible for the maintenance of daily class records, travel reports, yearly program budgets, shop inventory, and community awareness program.

Craftsman/Certified Pipe Welder/Pipefitter

1974-1982 Various Contractors

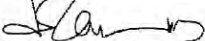
Performed welding and pipefitting primarily for the chemical and petrochemical industries in shop and field. Certified on many ferrous and non-ferrous alloys common to the industry including low temperature carbon steels, chrome-moly steels, titanium, Inconel, Incoloy, nickel, copper nickel, monel, austenitic and ferritic stainless steels. Utilized and performed work with SMAW, GTAW, GMAW, and SAW welding processes.

**TOWN BOARD VOLUNTEER APPLICATION****Town of Melbourne Beach****507 Ocean Avenue****Melbourne Beach, Florida 32951****Phone: (321) 724-5860 Fax: (321) 984-8994**

1. Name: Lisa Rubenstein, MD Home Phone: 617 314 2009
2. Home Address: 184 Whaler Drive Melbourne beach, FL 32951
3. Mobile Phone: 617 314 2009 E-mail address: LRUBENSTEINMD@GMAIL.COM
4. Business Name: _____ Business Phone: _____
5. Resume or Education & Experience: please see cv
(Use additional sheets if necessary or submit resume)
6. Date of birth: 01 15 1965 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☒ YES ☐ NO
8. Are you a resident of the town? ☒ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☒ YES ☐ NO
10. Do you hold a public office? ☐ YES ☒ NO
11. Do you currently serve on a Town board? ☐ YES ☒ NO
If yes, which board? _____
12. Please check the board(s) you are interested in serving on:

<input type="checkbox"/> Audit Committee	<input type="checkbox"/> History Center Board
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> History Preservation and Awareness
<input checked="" type="checkbox"/> Civil Service Board	<input checked="" type="checkbox"/> Parks Board
<input checked="" type="checkbox"/> Code Enforcement Board	<input checked="" type="checkbox"/> Planning and Zoning Board
<input checked="" type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Police Pension Fund Board of Trustees
13. Why do you think you are qualified to serve on this board? _____
please see cv
14. Would you consider serving on another board other than the one(s) you have selected above?
☒ YES ☐ NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard County Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860.

Signature: Date: 7/22/2020

February 25, 2020
Lisa Rachel Rubenstein, MD
CURRICULUM VITAE

Address: 184 Whaler Drive
Melbourne Beach, Florida 32951
(617) 314 2009

Citizenship: USA

Maiden name: Edenbaum

EDUCATION

08/93 – 05/97 M.D.
University of Maryland School of Medicine
Baltimore, Maryland

01/91 – 05/93 B.S. Biology, Honors in Zoology
University of Maryland
College Park, Maryland

08/89 – 08/90 Georgetown University Washington, DC

POSTGRADUATE TRAINING

07/11 – 06/12 Fellow, Vascular and Interventional Radiology
New York Presbyterian Hospital - Columbia University
New York, New York

07/07 – 06/11 Resident in Diagnostic Radiology
St Vincent's Medical Center / University of Connecticut
Bridgeport, Connecticut

07/05 – 06/06 Fellow, Vascular and Interventional Radiology
Harvard University / Brigham and Women's Hospital
Boston, Massachusetts

01/03 – 06/05 Categorical Resident in General Surgery
Louisiana State University
New Orleans, Louisiana

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POSTGRADUATE TRAINING (continued)

07/97 – 12/02 Categorical Resident in General Surgery
Tulane University Affiliated Hospitals
New Orleans, Louisiana

EMPLOYMENT

04/01/18 – present Attending Interventional Radiologist, Interventional Oncologist
Attending Women's Imager
Envision Physician Services (for Advent Health Hospital System)
Tampa, Florida

03/01/17 – 12/01/17 Attending Interventional Radiologist
Brevard Physicians Associates (for Holmes Regional Medical Center)
Melbourne, Florida

05/01/16 – 07/08/17 Attending Radiologist / Women's Imager
Red Bank Radiology Group, Holmdel Imaging
Holmdel, New Jersey

01/10/16 – 04/20/18 Attending Teleradiologist, Virtual Radiologic / Mednax

10/01/12 – 04/12/16 Attending Interventional Radiologist, Interventional Oncologist
Point Pleasant Radiology Group (for Ocean Medical Center)
Brick, New Jersey

CERTIFICATIONS AND LICENSURE

Board Certified, Diagnostic Radiology - 2014
(CAQ eligible until 2022)

Medical Licenses

ACTIVE: Florida;

EXPIRED: Connecticut, Massachusetts, Louisiana, Illinois, New Jersey, Kentucky, Minnesota,
Tennessee, Georgia, Montana

Provider – Advanced Trauma Life Support, Advanced Cardiac Life Support

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UNDERGRADUATE HONORS

Dean's List, Vice President - Alpha Epsilon Delta (Premedical Honor Society), Newsletter Editor – Golden Key National Honor Society, Vice President – Phi Sigma (Biological Honor Society), Student Honor Council for Academic Integrity, Zoology Honors Program

MEDICAL SCHOOL COMMUNITY AND EXTRACURRICULAR ACTIVITIES

American Medical Student Association, American Medical Women's Association, Jewish Medical Students Association, Students for Drug and Alcohol Prevention, Student Government Senator, Research Training Fellowship

POST GRADUATE HONORS AND AWARDS

Aesculapian Excellence in Teaching Award, Louisiana State University, March 2005 – Resident Teacher of the Year

ASSOCIATIONS

Massachusetts Medical Society
Society of Interventional Radiology
American Association of Women Radiologists
Florida Medical Association

INVITED PRESENTATIONS

Rubenstein LR, Binkert CA. Loop-Snare technique for difficult vena cava filter retrieval. Society of Interventional Radiology International Meeting, Toronto, ON, Canada, March 2006

Edenbaum-Rubenstein LR. An interesting presentation of a malignancy. American College of Surgeons, Louisiana Chapter Society Meeting, New Orleans, Louisiana, January 2002

Edenbaum LR, Herzog WR. Effect of magnesium infusion on myocardial reperfusion injury in swine. Medical student research day, Baltimore, Maryland, 1994

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PUBLICATIONS

Rubenstein LR, Chun AK, Chew M, Binkert CA. Loop-Snare technique for difficult vena cava filter retrievals. *JVIR* 2007; 18 (10): 1315-1318.

Serebruany VS, Schlossberg MR, **Edenbaum LR**, Herzog WR. Serial changes of soluble endothelin-1 levels during myocardial ischemia-reperfusion. effects of magnesium, diltiazem, and a novel Mac-1 inhibitor. *Pharmacology Research* 1998 Sep; 38(3): 165-172.

Serebruany VS, Schlossberg MR, **Edenbaum LR**, Herzog WR. Plasma fibronectin during myocardial ischemia-reperfusion: effects of magnesium, diltiazem and a novel Mac-1 inhibitor. *American J Hematology* 1998 Apr; 57(4): 309-314.

Serebruany VS, Vogel RA, **Edenbaum LR**, Herzog WR, Schlossberg MR. Effects of intracoronary diltiazem on certain hemostatic parameters during acute myocardial infarction in swine. *International J Cardiology* 1997 Aug; 61(1) 21-29.

Herzog WR, Schlossberg MR, **Edenbaum LR**, Serebruany VS, Scott HJ. Short term low dose intracoronary diltiazem at the onset of reperfusion reduces myocardial infarct size. *International J Cardiology* 1997 Mar; 59(1): 21-27.

Serebruany VS, Gurbel PA, **Edenbaum LR**, Schlossberg MR, Herzog WR, MacMurdy KS, Gerber ML. Hemostatic changes after early versus late intracoronary magnesium during acute myocardial infarction in swine. *J Cardiovascular Pharmacology* 1996 Dec;28(6):817-823.

Serebruany VS, Gurbel PA, **Edenbaum LR**, Herzog WR. Changes in the hemostatic profile during magnesium deficiency in swine. *Magnesium Research* 1996 Oct;9(3): 155-163.

Serebruany VS, Schlossberg MR, **Edenbaum LR**, Herzog W. Intracoronary magnesium and diltiazem affect to a similar extent certain hemostatic factors during acute myocardial infarction in swine. *Pharmacology* 1996 Oct; 53(4):224-233.

Serebruany VS, Solomon SR, **Edenbaum LR**, Herzog WR. Mac-1 inhibitor affects certain hemostatic parameters during myocardial stunning in swine. *Pharmacology* 1996 Aug; 53(2):87- 97.

Herzog WR, Schlossberg MR, **Edenbaum LR**, Gerber ML, Vogel RA, Serebruany VS. Timing of magnesium therapy affects experimental infarct size. *Circulation* 1995; 92:2622-2626.

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REFERENCES

Sharona Ross, MD Attending Hepatobiliary Surgeon, referring clinician at Advent Health Tampa. mysharonaross@gmail.com Office: 813 615 7450 Cell: 813 431 3045

Janel Pastore, MD Attending Radiologist, Colleague at Envision Physician Services at Advent Health Hospital System jpastore01@hotmail.com Office: 813 929 5677
Cell: 727 510 0299

Julie Claar, MD Attending Neuro Radiologist, Colleague at Envision Physician Services at Advent Health Hospital System julieclaar@tampabay.rr.com Office: 727 943 3610
Cell: 727 741 5238

Olefunke Abiose, MD Attending OBGYN, Referring clinician at Advent Health Hospital System. Abiose.funke@gmail.com Office: 813 803 7150 Cell: 402 680 1755

Meira Pernicone, MD Attending Breast Surgeon USF Health (Assistant Professor, Morsani College of Medicine). Referring clinician at Advent Health Tampa Breast Center. mpernicone@aol.com Office: 813 974 3829 Cell: 407 620 9596

Joseph Gagliardi, MD Former Residency Program Director at St Vincent's Medical Center jagmd7@aol.com Cell: 203 500 5896

Joshua Weintraub, MD Director Interventional Radiology, Columbia University. (former chairman during IR fellowship) Jw750@mail.cumc.columbia.edu Cell: 914 907 9866
Work: 212 305 7132

Attachments:	<ul style="list-style-type: none"> - RTCM Draft Minutes from July 15, 2020 - Site Plan Reviews for: <ul style="list-style-type: none"> • 310 Fourth Avenue, Melbourne Beach • 222 Surf Road, Melbourne Beach - Reappoint Board Members Updated applications attached for: <ul style="list-style-type: none"> • Charles Cain (BOA) • John Haig (BOA) • Genie Gold (HCB) • Kelli Hunsucker (EAB)
Date Prepared:	August 14, 2020
Prepared By:	Town Clerk Torres Mark Meyers, SAFEBuilt, CBO, CFM Town Clerk Torres
Meeting Date:	August 19, 2020 RTCM

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input type="checkbox"/>	New Business
<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	200715 RTCM Draft Minutes & Site Plan Approvals (2) & updated Town Volunteer Board Applications (4)
Recommended Action:	<ul style="list-style-type: none"> - Consider approval of 200715 RTCM Draft Minutes - Approve site plans as submitted. Planning & Zoning approved each of the three (2) site plans during the August 4, 2020 Board Meeting. - Reappoint Board Members
Background Information:	See attached reports.

Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING

WEDNESDAY JULY 15, 2020 @ 6:30 pm
COMMUNITY CENTER – 509 OCEAN AVENUE

DRAFT MINUTES

Commission Members:

Mayor Jim Simmons
Vice Mayor Wyatt Hoover
Commissioner Steve Walters
Commissioner Sherrie Quarrie
Commissioner Corey Runte

Staff Members:

Town Manager Elizabeth Mascaro
Town Clerk Jennifer Torres
Town Attorney Clifford Repperger

I. Call to Order

Vice Mayor Hoover called the meeting to order at 6:32 p.m.

II. Roll Call

Town Clerk Torres conducted roll call:

Commissioners Present:

Vice Mayor Wyatt Hoover
Commissioner Steve Walters
Commissioner Sherrie Quarrie
Commissioner Corey Runte (via Zoom)

Commissioners Absent:

Mayor Jim Simmons

Staff Present:

Town Manager Elizabeth Mascaro
Town Clerk Jennifer Torres
Town Attorney Clifford Repperger
Public Works Supervisor Tom Davis

III. Pledge of Allegiance and Moment of Silence

Led by Vice Mayor Hoover

IV. Presentations

V. Boards and Committees

VI. Public Comments

*Kate Wilborn
502 2nd Avenue*

Ms. Wilborn asked for an update on storm water issues at Pine and 2nd. Vice Mayor Hoover said Public Works had been doing updates in the area and Town Manager Mascaro added that Public Works Supervisor Davis installed swales on Pine and 1st that seem to be moving a majority of the water off the street – and as far as flooding goes they hadn't seen anymore.

Ms. Wilborn said she sent the Commission photos that show flooding and she didn't think the Town is supposed to use resident's property to percolate. She also said that swales seem like a nice idea - but they are more of a symbolic idea.

Town Manager Mascaro responded that the area is in the Town's right-of-way and the swales are not symbolic – they really work.

VII. Approval of the Agenda

Commissioner Quarrie moved to approve the Agenda; Commissioner Walters seconded; Motion carried 4-0.

VIII. Consent Agenda

- A. Approval of the June 17, 2020 Regular Town Commission Meeting Draft Minutes
- B. Site Plan Review for 408 Fifth Avenue, Melbourne Beach
- C. Site Plan Review for 410 Fourth Avenue Melbourne Beach
- D. Site Plan Review for 509 Sunset Boulevard Melbourne Beach

Commissioner Walters noted that edits were made to the June 17, 2020 RTCM draft minutes after the agenda packet was sent out.

Commissioner Walters moved to approve the Consent Agenda with the draft minutes approved as amended; Commissioner Quarrie seconded; Motion carried 4-0.

IX. Public Hearings

- A. First reading of Ordinance amending Section 7A-67, Appendix A, Town Code of Melbourne Beach, Florida (Land Development Code)

Commissioner Walters moved to table the Ordinance based on the recommendation not to approve made by the Planning & Zoning Board;

Vice Mayor Hoover asked the Town Manager if Planning & Zoning wanted to separate RVs and boats and Town Manager Mascaro said yes.

Vice Mayor Hoover said he still feels they have some work to do on the Ordinance and referenced a few areas that he felt needed edits. He pointed out that in one area it refers to a "reasonable amount of time" for loading and unloading – and in another area it states the time allowed is 48-hours. He also felt it needed stronger language than "substantially screened by vegetation" and that they should have additional privacy requirements in consideration of neighborhood comments they received.

Commissioner Walters said he made a motion to table it.

Commissioner Quarrie seconded;

Commissioner Quarrie said they need to wordsmith it a little better and go over the original minutes so they have a better understanding of what was discussed.

Commissioner Walters said he wants to table the Ordinance and send it back to Planning & Zoning asking for their advice because they don't accept it in its current structure and he felt they should let them make their suggestions and then send it back to the Commission.

Commissioner Quarrie said when they brought us the draft we discussed the idea of separating RVs and boats and making two separate Ordinances but the discussion was not in favor of that and before they send it back to Planning & Zoning she wanted to have a clear understanding of what was discussed.

Town Attorney Repperger said the Planning & Zoning Board felt 45-feet is appropriate for boats but not for RVs – the separation is in the size and the problem with the three that voted in favor of not recommending the Ordinance was the fact that RVs were included. He suggested the Commission table this until the next Commission meeting when they can look further into this issue.

Vice Mayor Hoover asked if the Planning & Zoning Board wanted to keep the length of RVs at 26-feet – or at another length – and then asked if the Board had made any other suggestions?

Town Attorney Repperger said they felt 45-feet was too long for RVs.

Commissioner Quarrie said that's why she felt a review of the minutes would give the Commission a better understanding and the opportunity to re-read their notes to see how they responded the first time - she said it should be tabled until the next Commission meeting after they received those minutes.

Vice Mayor Hoover called for a vote on Commissioner Walters's motion to table the Ordinance.

Motion carried 4-0.

X. Old Business

- A. Consideration and possible action of BSE bid to write RPF for Orange Street project – Town Manager Mascaro

Commissioner Walters moved to table the decision on this bid until they receive a cost; Commissioner Quarrie seconded;

Commissioner Runte said he'd like to see a cost as well but thought they should agree to approve up to a certain amount so they don't slow down the process.

He suggested that amount be \$5,000 or less depending on what services are included and the scope of work.

Commissioner Walters said he wants the company to give us an actual number and then the Town Manager can call other municipalities to check and see if the price they quote is good.

Commissioner Runte said he was just saying they should authorize up to \$5,000 for now so the project can proceed and they don't have to wait a month.

Public Comments

*Tom Swenson
217 Surf Road*

Mr. Swenson said that he feels like there are more issues on Riverside and the Key streets than on Orange.

Town Manager Mascaro said the Town has a master plan and this particular roadway is part of the plan. The amount of water that goes down Orange and down the Key Streets and into the river has caused major issues and flooding and the only way to fix it is to re-engineer the road, add swales, remove the Miami curb, etc.

Vice Mayor Hoover said the purpose of Miami curb is to funnel stormwater directly into the river - so the Town is trying to remove Miami curb and put in micro-swales.

Public Works Supervisor Davis said there is a stormwater masterplan and it serves as the Town's game plan and Orange was carefully chosen.

Mr. Swenson said they should have a plan for the entire Town and execute it based on how much money we have to spend. He asked why they would put a bid out for something they don't have a complete scope on and suggested they get a comprehensive RFP for the whole Town.

Town Manager Mascaro said that is exactly what they are doing – but because of limited funds – they can only do one project per year.

Commissioner Quarrie said that they are obligated to get an RFP on any project.

Vice Mayor Hoover called for a vote on the motion to table this item made by Commissioner Walters and seconded by Commissioner Quarrie.

Motion carried 4-0.

B. Consideration and possible action to approve or amend Vacation Rentals Application Fee Schedule – Town Attorney Repperger

Town Attorney Repperger said that in order to implement the vacation rental process, they must adopt a resolution to adopt fees.

Commissioner Walters asked where he got the fees from and Town Attorney Repperger said they are comparable to what other local jurisdictions have done; adding that these are fees currently being used by Indian Harbour Beach.

Vice Mayor Hoover remarked that they seem a bit steep.

Town Attorney Repperger said the Commission is free to do what they want with them – keep them as is – adjust them, etc.

Commissioner Walters said he just wanted to know where the fees came from so the Town isn't gauging residents with exorbitant costs – and now that he is aware they are comparable to Indian Harbour Beach, he can explain where they came from.

Commissioner Quarrie suggested extending the deadline to complete the registration application to September 1, 2020.

Public Comments

Ingrid Perkins
510 3rd Avenue

Ms. Perkins said she has lived here 10 years and she and her husband are artists with three children and they are very proud to be members of this community. She then asked how soon the fee schedule would be implemented. She has a room in her house that she rents on occasion - mostly to locals. Her concern, aside from the fees, is having someone come in and inspect the room because she values her privacy. Town Manager Mascaro suggested she call or come to Town Hall to discuss the issue because her situation sounds more like a RB & B and that is a little different.

Frank Lagrassa
412 1st Ave.

Mr. Lagrassa said he supports the Town's effort to control vacation rentals.

Lauren Hardman
320 6th Ave

Ms. Hardman felt that if you lower the fees it would lower the level of people who are renting and she would hate to see someone trash a place because fees were lowered.

Commissioner Quarrie moved to approve the Resolution amending the vacation rentals application fee schedule; Commissioner Walters seconded; Motion carried 4-0.

Commissioner Runte moved to extend the registration date of vacation rentals to September 1, 2020; Commissioner Quarrie seconded; Motion carried 4-0.

XI. New Business

- A. Discussion and possible action of an emergency Ordinance related to Face Masks – Mayor Simmons

Commissioner Quarrie stated that she works in a business that deals with the public and in the last two weeks every single person in there has been from out of Town. She went on to say that she is very torn about the whole situation and would like to get public input doesn't want to be sued based on taking anyone's rights away.

Commissioner Runte said there are obviously concerns dealing with lawsuits but they don't outweigh the negative repercussions and the cases of COVID going up.

Public Comments

*Nancy Haney
181 Ocean Ridge Drive*

Ms. Haney said that her understanding is that the Towns of Indian Lake, Satellite Beach, and Cocoa Beach have mask mandates in place. She wanted to know if the Town of Melbourne Beach has conferred with them to see how they arrived at their decision and what the fines would be.

*Dan Brunger
400 6th Ave.*

Mr. Brunger wanted the Commission to consider a few things. There are people like his mother who has congestive heart failure and can't wear a mask and he would hate to see someone in town have those struggles. He asked if the Commission had considered the disposal of used masks, because he has seen them thrown on the ground – so they may want to consider providing extra trash receptacles. Mr. Brunger went on to ask if the original emergency order declared by the Mayor was still in effect.

Town Attorney Repperger said the Order was made by a Proclamation initially adopted on March 18, and it was adopted pursuant to Chapter 16. The Order says a Declaration of Civil Emergency shall remain in effect until Governor's Order expires – Sept 5, 2020.

*Cynthia Lagrassa
412 1st Ave*

Ms. Lagrassa said she thinks a mask ordinance just gives the police more to do and creates a burden for them because they have more important things to do. Commissioner Runte responded by saying that in reference to it being a burden on businesses, when an employee tests positive when there is no mask order and that business has to be closed for two weeks – that is a burden.

*Ingrid Perkins
510 3rd Avenue*

Ms. Perkins said that if they make a lot of small adjustments, it could work. She agreed with having a warning in place of a fine for a first infraction – so it's more like a slap on the wrist and after the first infraction she feels the fine should be low – like \$10 – and masks should only be required where people can't safely social distance 6-feet apart and not require masks outside. Town Manager Mascaro said the orders make it clear they are not directed at outside activities

Frank Lagrassa
412 1st Ave

Mr. Lagrassa said he is fundamentally opposed to the policy and he believes we I have reached a point of insanity with special interest groups having far too much to say.

Mike Granger
2103 Neptune Drive

Mr. Granger said he doesn't wear a mask but if he has to do it – he will. He said he doesn't have a problem with it. He agrees that a warning is better than a fine for infractions.

Gabor Kishegyi
221 Surf Road

Mr. Kishegyi said he doesn't have strong thoughts either way but feels masks should be strongly suggested in a close environment.

Tom Winston
217 Surf Road

Mr. Winston said there is a CDC study from 2018 that said if you don't have a N95 mask, the other kind does not help. He pointed to the Country of Sweden where he says, they never locked down and the death rate is lower. Vice Mayor Hoover responded by saying that recent studies show people who contract COVID still have significant impact after 60 days. It's not just about death but also about continuous problems caused by the infection.

Scott Fishman
410 4th Avenue

Mr. Fishman said he echoes the comments from those on the fence and wondered how kids would be affected by a mask order. Vice Mayor Hoover said children 6-year-of-age and younger are not required to wear masks.

Lauren Hardman
326 6th Avenue

Ms. Hardman said she does not envy the Commission at all in the decisions they need to make. As a person who is high-risk, she is cautious but it's not OK to accept even one death from it. As far as the Town – she feels people should be required to wear masks if they go into Town Hall. She said it shows respect and we've lost that in our society right now.

Nancy Haney
181 Ocean Ridge Drive

Ms. Haney said Florida is very different than many other states – in that Florida is very relaxed when it comes to facemasks and social distancing. All the states treat it more seriously and people follow the common rules and guidelines. Whether we know if masks help or don't – we should start with wearing masks. If you have a health condition, you can get a doctor's note. Vice Mayor Hoover said he doesn't think it would be appropriate for local police to ask for exemptions for health conditions. There has to be a certain amount of good will and personal responsibility.

Town Manager Mascaro said she spoke to the Police Chief about enforcement and it really will be up to the store owner to enforce. The police are going to take a very practical approach to this. A lot of this will fall on the shoulders of the business owners.

Commissioner Quarrie asked if any local businesses offered feedback.

Town Manager Mascaro said the gas station had a few questions – but that's the only one.

Town Clerk Torres read two emails that were received for public comment.

Ian Kennedy
511 Magnolia Drive

Good evening Commissioners and residents of Melbourne Beach,
My name is Ian Kennedy. I'd like to begin by introducing myself: I am 21-years-old and currently a senior at Florida State University. I was born and raised in Melbourne Beach, so I am back here under my parent's roof due to the university closure. My mother and father are both around the age of 60, putting them at a higher risk of severe illness from COVID-19. This is why you don't see my face today, you only hear my words. Despite the suggested use of masks and social-distancing, I did not feel comfortable attending this meeting out of fear of jeopardizing my parents' health. Like I said, I am young and I am healthy. For many people in my generation, COVID-19 may be just flu – something we can

fight off with Vitamin C and a couple days of Netflix in bed. But this isn't just about me. It's about all of us. This is not the reality for the majority of the people in America, in Florida, and in Melbourne Beach. This is why it is crucial to have a mask mandate in our town. Defeating COVID-19 must be a collective effort. Each of us must do our own part for the greater good of humanity. Despite the political controversy, both the scientific and medical communities have proven the efficacy of masks and recommend wearing them to reduce the transmission of COVID-19. But a recommendation is not enough. If wearing a mask remains up to personal discretion, then positive cases will continue to rise and our precious community will continue to be in danger. Other towns, other cities, other states, and other countries have required masks and have then seen a decrease in COVID-19 cases. There is a direct correlation between mandated prevention and protection. Why is Melbourne Beach still behind? Our rates are continuing to climb as a result of negligence and a lack of compassion for our neighbor. On Monday, July 13 (two days ago), Florida Today reported 32 positive Coronavirus cases in Melbourne Beach. While this is about 1% of our town's population, the number is still too high. Even one positive case was too high. Melbourne Beach is not safe from the horrors of this virus and we cannot pretend that it is. Commissioners, science has given you a powerful, effective, and simple tool that will protect your community. So please enforce it. Please protect us. Lastly, I'll leave you with a quote from Dr. Anthony Fauci, director of the National Institute of Allergy and Infectious Diseases. He said: "It's really in our hands as a community, as a nation, as a populace to make this happen. It does not have to be 100,000 cases a day." Thank you for your time.

*Kathleen Tesi
2005 Neptune Drive*

I would very much like to come to the meeting but do not wish to be in a crowd, particularly since there is only encouragement and no requirement to wear masks. I am asking that you please step up as Town leadership and approve the requirement to wear masks. I understand that it is a difficult thing to enforce, but even having the requirement would make a difference. Right now there are different rules in our local communities, which makes an already confusing situation more so. Additionally, it is hard to go anywhere and feel safe. I now know many people who have the virus, that it seems just a matter of time before the entire county is infected and our medical services are overrun. A good friend's 13 year old daughter tested positive. She has lost her sense of smell and taste, a very frightening thing for her to experience. Both of my neighbor's parents have now tested positive as well as friends, local business owners, grocery store staff and a host of others. We need to do this one simple thing to support each other and keep things safe. It is not fair to any of us, but folks like my senior parents, in particular, that cannot even do simple life tasks like going to the grocery or hardware store without the possibility of contracting a disease that will kill them. The lack of public health safety measures in our state, and our county and town in particular, force seniors like my parents to remain locked in their homes. This is very difficult for their wellbeing and also seems to be taking a toll on their

cognitive functioning as well. I feel like we are leaderless in the midst of a public health emergency. Instead of things getting better, they are getting so much worse. Please do what is right for the health and wellbeing of our community. We need a mask requirement if we are to have any hope. It is already so late in the game. Please do something!

Commissioner Walters asked for clarification on the number of the orders:

Town Attorney Repperger said they would be Emergency Order 2020-06 and Emergency Order 2020-07.

Commissioner Quarrie said she thinks Emergency Order 2020-06 should be adopted with the penalties changed. She suggested a first infraction is a warning with a complimentary mask provided to them, second is \$50 and third and thereafter is \$100.

Commissioner Quarrie said she would recommend the same changes in fines to Emergency Order 2020-07.

Vice Mayor Hoover had a few small edits in wording on each Order and then asked the Town to provide businesses the signs they can post.

He suggested the effective date could be this Friday as 12:01 p.m. and the end date would be at Midnight on August 20, 2020. It would be a 30-day Order to start and then the Commission can continue it if they choose to.

Commissioner Quarrie moved to accept Emergency Order 2020-06 with changes as specified; Commissioner Walters seconded;

Town Attorney Repperger said – in regard to both Emergency Orders - he would amend the third “whereas” clause to say “as extended by the Governor’s Executive Order.”

Motion carried 4-0.

Commissioner Quarrie moved to accept Emergency Order 2020-07 with changes specified including attorney changes; Commissioner Runte seconded; Motion carried 3-1 with Commissioner Walters in dissent.

B. Consideration of Impact Fee Funding - Stephen M. Swanke, Brevard County Planning & Development Department

Vice Mayor Hoover said he feels that libraries are generally underfunded so the impact fees should go toward the libraries but he is not in favor of impact fee for the correctional facilities.

Commissioner Runte explained that this money has already been collected and will go toward correctional facilities and the libraries – the ballot is asking for approval on how they each have decided to spend it.

Public Comments

Ashley Link
Brevard County Public Libraries

Ms. Link explained that the impact fees have already been collected and what the libraries would like to spend the money on is large print books because they will really impact the community in a positive way.

Ingrid Perkins
510 3rd Avenue

Ms. Perkins said she is in support of impact fees for the library – but thinks the impact fees could be better spent by Sheriff Ivey on psychological services, reeducation and on re-assimilating.

Commissioner Walters moved to recommend approval of Library Impact Fees as stated on the ballot; Commissioner Quarrie seconded; Motion carried 4-0.

Commissioner Runte moved to reject approval of Correctional Facilities Impact Fees as stated on the ballot; Commissioner Walters seconded; Motion carried 4-0.

XII. Staff Reports

- A. Town Attorney Report – No report
- B. Town Manager Report

Vice Mayor Hoover asked the Town Manager to tell them about the Loggerhead Stewardship Report –TM Mascaro said the Town is now in compliance with the requirements of the grant.

In other updates, TM Mascaro said the parking kiosks wouldn't arrive for approximately ten more weeks and said the Town has handed out about 480 resident parking decals so far.

- C. Town Clerk Report
- D. Departmental Reports:
 - 1. Building Department
 - 2. Public Works Department

3. Code Enforcement
4. Police Department
5. Fire Department

Fire Chief Brown said he put a Fire Department stipend update into the agenda packet and then proceeded to give a short overview. He said the program is working and since we started there has been a 200-perent increase in membership, which is a huge increase and the program is working the way they wanted it to – he then thanked the Commission.

Vice Mayor Hoover explained that the stipend program was created due to a big decrease in participation and volunteers.

6. Finance Department

**Commissioner Quarrie moved to approve the Finance Report;
Commissioner Runte seconded;**

Commissioner Walters said that since 2004 the Town had a good Ordinance that mandated when you went over your budget or had to switch something around, you had to explain why – but last year that changed and now we get this Finance Report each month. He said an internal audit said there were expenditures in the law enforcement fund in the general fund and stormwater funds exceeded budget – which means we violated state law and he wanted to know what was going to happen.

Town Manager Mascaro said they had explained the reason that happened – and it was due to police cars. She said they were not prepared to replace police cars and one was involved in an accident while another caught on fire.

Commissioner Walters said the stormwater budget has been over expended in the past.

Motion carried 4-1 with Commissioner Walters in dissent.

XIII. Town Commission Comments

A. General Comments

Commission Walters congratulated Public Works Supervisor Tom Davis on a job well done.

B. Review of Commission Action List

Closed

- EAB Projects for 2020
- Town Manager Evaluation
- Investigate grant opportunities for water retention along Oak and County Roads
- Create a Special Event permit for restaurants to have additional outdoor seating/signage

Updates

- **Collaborate with Indialantic to make joint request to FDOT for reduction in speed limit on A1A to 35 mph** – Town Manager attended workshop with Indialantic Town Manager. Waiting on FDOT to make a decision and will update in August if any developments.
- **Street paving and repaving plan** – The Commission asked the Town Manager and Public Works Supervisor to create a color-coded master plan indicating projected dates/timeline of future projects.
- **Charging Stations** – Town Manager shared that Tesla is no longer available, meaning the charging stations are no longer free. They cost \$500. TM is looking at other options and will return in August with more information: Commission asked TM to look for similar offers and/or grants as Tesla was offering.
- **Employees 6-month Evaluations** – Town Manager has not received all evaluations and will update in August.
- **Code Enforcement Magistrate** – Town Attorney Repperger said first reading will be at August RTCM.

XIV. Adjournment

Commissioner Walter moved to adjourn; Commissioner Quarrie seconded; Motion carried 4-0.

Meeting adjourned at 9:12 p.m.



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review

Applicable Codes

Town of Melbourne Beach Land Development Code
2017 Florida Building Code

Date: July 23, 2020

Owner: Land, Richard B; Land, Andrea C

Owner Address: 222 Surf Rd., Melbourne Beach, FL

Site Address: 222 Surf Rd., Melbourne Beach, FL

Parcel ID: 28-38-08-FZ-36-1

Zoning: 2RS

Proposed Project: Addition to a primary structure.

References: Town of Melbourne Beach Code of Ordinances: 7A-32

Request: Approval by Planning and Zoning Board, Town Commission for construction of an addition on the rear of the primary structure.

Staff Review: The property lies in Zoning District 2RS

- 1). Project is addition to a single family dwelling as a principle use. No out buildings will be demolished for this project an existing screen room will be demolished and replaced with the addition. There will be an addition of a shed to the property.
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth.
Lot area is 13,750 sq. ft. min. 11,250 sq. ft.
Lot width is 110 ft. min. 90 ft.
Lot depth is 125 ft. min. 100 ft.
- 3). Lot coverage has a maximum of 30% for principle structure .
Lot coverage per plan is 21.1 % Footprint of Primary Structure is 2,902.17 sq. ft.
Max allowed for Primary Structure is 4,125 sq. ft. for Lot Area of 13,750 sq. ft.
Minimum pervious area per lot is 30%. Pervious area is 62.46%
- 4). Structure maximum height for zoning district is 28 ft.
The proposed height provided is @ 9 ft., which is less than the current primary structure.
Flood Zone X
- 5). Zoning District Setback requirements
Proposed Addition Front Setback is behind the current primary structure.
Proposed Addition West Side Setback is within the existing primary structure which begins at 24.5 ft.
Proposed Addition East Side Setback 19.1 ft. (min. 15 ft.)
Proposed Addition Structure Rear is between the pool and primary structure.

6). Sediment and Erosion control measures shall be met and approved by the Building Official in accordance with the Town of Melbourne Beach Code of Ordinances (27-28) and Florida Building Code (3307.1).

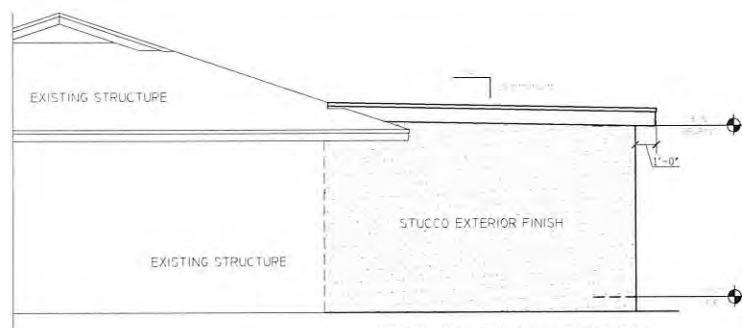
7). On-site Storm water Retention Control measures shall be met and approved by the Building Official in accordance with the Town of Melbourne Beach Code of Ordinances (27-28) and the Florida Building Code (3307.1). Topographic maps may be required. This addition is not a modification greater than 50% of the appraised value as per Ordinance 2019-06.

Minimum Landscaping Standards shall be met.

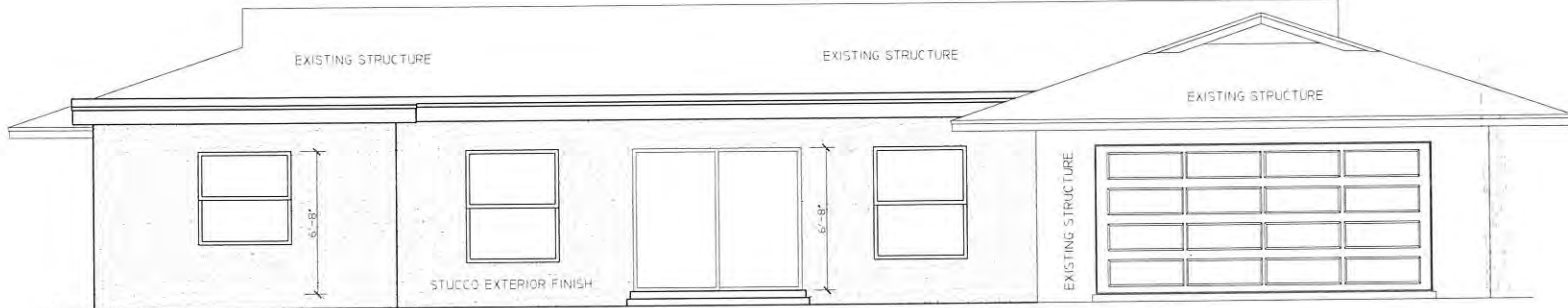
Based on the above review, I find the proposed site plan for the referenced property is in compliance with The Town of Melbourne Beach Code of Ordinances.



John Stone
Building Official



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



REAR ELEVATION
SCALE: 1/4" = 1'-0"

BUILDING INFORMATION	
Design Wind Speed	Nominal
Wind Velocity (mph)	160
Exposure	D
Internal Pressure	Enclosed
Height above ground (ft.)	8.0
Standard roof height (ft.)	8.0
Mean roof height (ft.)	15.0
Building width (ft.)	54.3
Building length (ft.)	65.1
Roof slope (s/12)	3.0
Roof angle (degrees)	14.04
(d) Edge Slope (ft.)	5.41
End Zone (ft.)	18.82

ASCE 7-16
Wall Openings
(all wall openings: windows, doors, gutters, etc.)
Wind Load Program
2001 - 2018 ©
Windloadcalc.com
FOR MORE INFORMATION

WIND LOAD DESIGN INFORMATION								
INFO.	APPLYING WIND LOAD FOR:	ZONE	OPENING ELEVATION (ft.)	WIDTH (ft.)	LENGTH (ft.)	EFFECTIVE WIND AREA (sq. ft.)	Nominal Wind Load Pressures	
							MAXIMUM POSITIVE PRESSURE (psf)	MAXIMUM NEGATIVE PRESSURE (psf)
WALL OPENING INFORMATION	1	4	4	4.3	5.2	22.4	38.5	-42.0
	2	4	4	8.0	6.7	53.4	36.2	-39.7
	3	4	4	4.3	5.2	22.4	38.5	-42.0
	4	5	4	4.3	4.3	18.5	39.0	-51.2

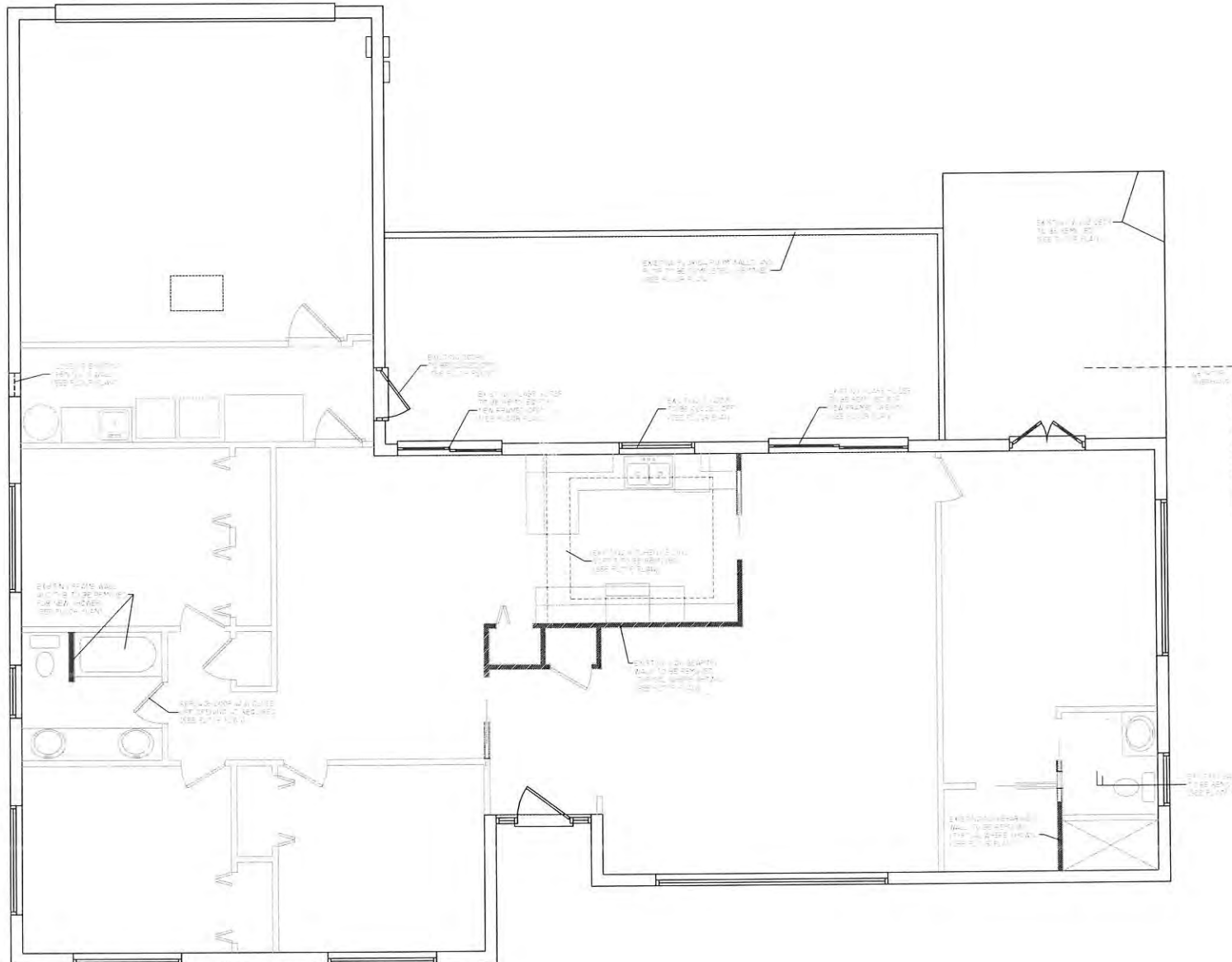
THE FOLLOWING INFORMATION FOR THE STRUCTURE HAS BEEN OBTAINED FROM RECORDS WITHIN THE OFFICIAL RECORDS OF THE BUILDING CODE ADOPTED BY THE CITY OF TAMPA, FLORIDA AND LATEST ADOPTED SUPPLEMENTS TO WITHSTAND THE WIND LOADS SPECIFIED IN THE FLORIDA BUILDING CODE AND LATEST ADOPTED SUPPLEMENTS TO THE FLORIDA BUILDING CODE. THE WIND LOADS SPECIFIED IN THE FLORIDA BUILDING CODE AND LATEST ADOPTED SUPPLEMENTS TO THE FLORIDA BUILDING CODE ARE BASED ON A WIND SPEED OF 160 MPH PER HOUR, EXPOSURE D, CATEGORY 4.

THE COMPONENTS AND CLADDING HAVE BEEN SELECTED AND THEIR USE HAS BEEN VERIFIED WITH THE DESIGN AND CONSTRUCTION OF THE STRUCTURE WITH THE FLORIDA BUILDING CODE AND LATEST ADOPTED SUPPLEMENTS TO THE FLORIDA BUILDING CODE. THE WIND LOADS SPECIFIED IN THE FLORIDA BUILDING CODE AND LATEST ADOPTED SUPPLEMENTS TO THE FLORIDA BUILDING CODE ARE BASED ON A WIND SPEED OF 160 MPH PER HOUR, EXPOSURE D, CATEGORY 4.

1. ESTIMATE WIND SPEED (MILES PER HOUR) (NOMINAL WIND SPEED) (MILES PER HOUR)
2. WIND VELOCITY FACTOR (BUILDING CATEGORY) (2) (ENCLOSED) (1.0)
3. WIND EXPOSURE FACTOR (1)
4. INTERNAL PRESSURE COEFFICIENT (1.0) (0.0)
5. CORRECTION FACTOR (1.0) (1.0) (1.0) (1.0)

ALL OPENING WINDWALLS SHALL BE INSTALLED PER THE FACTORS SPECIFIED ABOVE (WHERE APPLICABLE).

THIS STRUCTURE HAS BEEN DESIGNED AS A FULLY ENCLOSED STRUCTURE. THIS STRUCTURE IS LOCATED IN A WIND HURRICANE ZONE PER THE FLORIDA BUILDING CODE AND LATEST ADOPTED SUPPLEMENTS TO THE FLORIDA BUILDING CODE. THE WIND LOADS SPECIFIED IN THE FLORIDA BUILDING CODE AND LATEST ADOPTED SUPPLEMENTS TO THE FLORIDA BUILDING CODE ARE BASED ON A WIND SPEED OF 160 MPH PER HOUR, EXPOSURE D, CATEGORY 4.

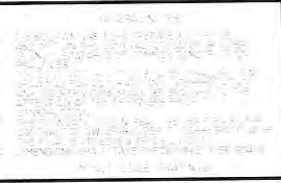


DEMO PLAN
SCALE: 1/4" = 1'-0"



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by Edward F
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DESIGN CRITERIA	
FULLY ENCLOSED	
WIND SPEED	160 MPH
EXPOSURE	D
BUILDING CATEGORY	TWO (2)



TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE FOLLOWING PLANS COMPLY WITH ALL APPLICABLE REQUIREMENTS OF THE 2017 FLORIDA RESIDENTIAL BUILDING CODE 6TH EDITION AND LATEST ADOPTED SUPPLEMENTS

REVISIONS

ISSUED: 4-28-20

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ADDITION FOR LAND

ENGINEERING AND DESIGN CONCEPTS, INC.

222 SURF RD. MELBOURNE BEACH, FL 32951

ENGINEER OF RECORD

EDWARD F. SHINSKIE, PE

4707 WILD TURKEY ROAD

MIMS, FLORIDA 32754

FLORIDA PE# 47515

PH: 321-863-3223

AI

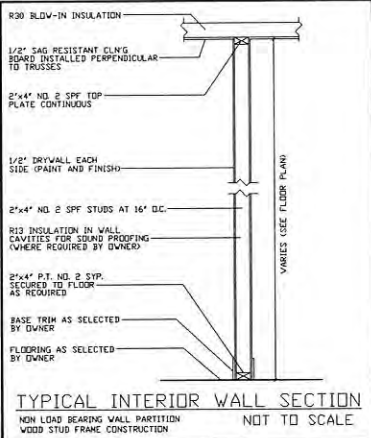
SHEET 1 OF 6

DRAWN BY: DANIEL F. FREEMAN

NOTE:
COORDINATE ALL ROUGH PLUMBING LOCATIONS WITH
OWNER SELECTED FIXTURES PRIOR TO CONSTRUCTION

NOTE:
COORDINATE ALL ROUGH OPENINGS FOR EXTERIOR
DOORS AND WINDOWS WITH MANUFACTURER'S SPECS.

CABINETRY NOTE:
CABINET LAYOUT SHOWN AT KITCHEN, BATHROOMS, AND ANY OTHER
LOCATIONS ARE DIAGRAMMATIC ONLY. COORDINATE FINAL CABINET
DESIGN W/OWNER/BUILDER PRIOR TO ANY FABRICATION/INSTALLATION

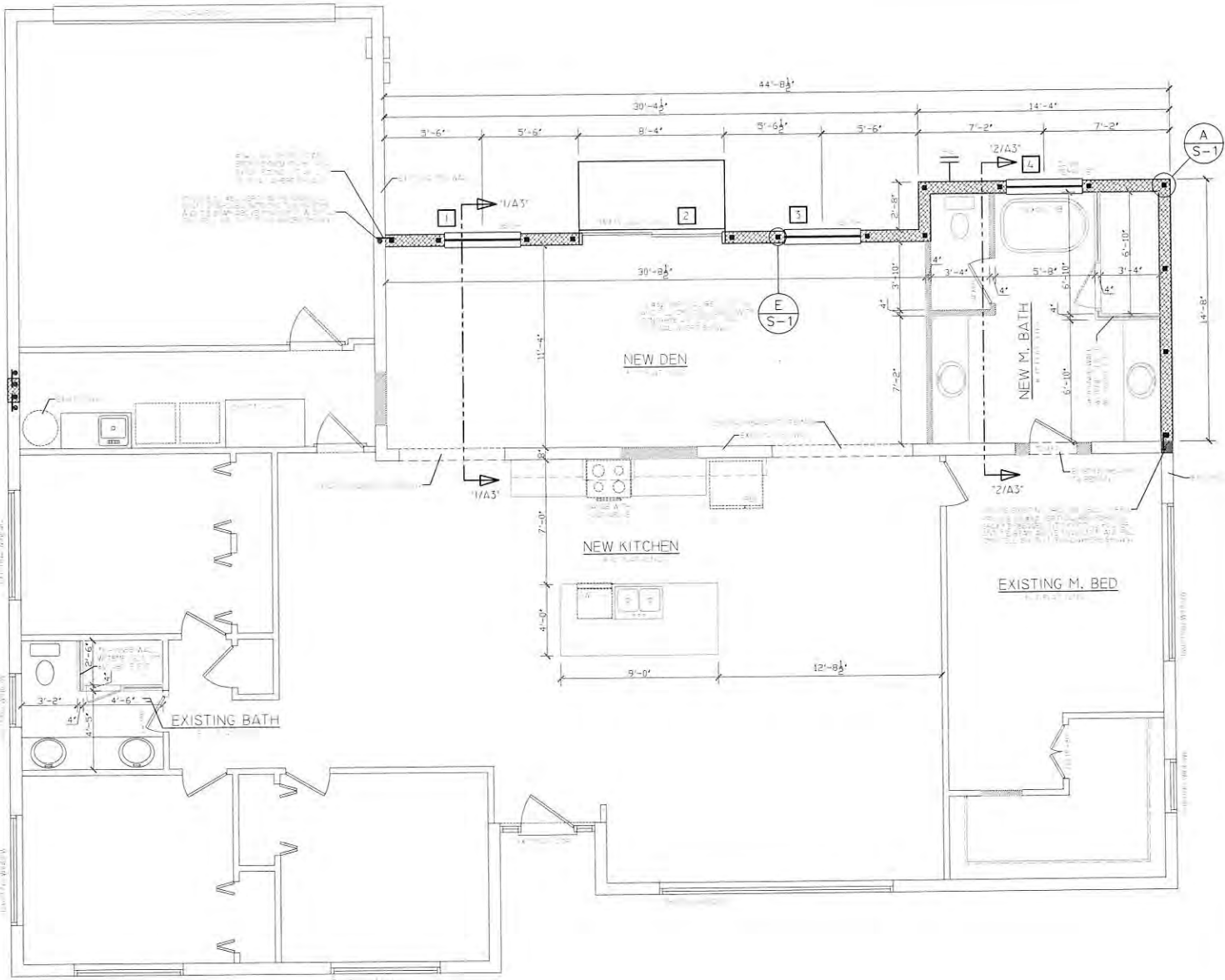


NOTE:
DRAWINGS INDICATES APPLIED EXTERIOR FINISH
OVER APPROVED WATER BARRIER OVER WOOD FRAMING
MEMBERS. OWNER IS RESPONSIBLE TO INSTALL ALL REQUIRED
SEALANT, FLASHING, ETC. TO MAINTAIN WATERPROOF BARRIER
TO PREVENT MOISTURE INFILTRATION INTO STRUCTURE.
OWNER IS RESPONSIBLE FOR PERIODIC MAINTAINANCE
AND UPKEEP OF EXTERIOR APPLIED FINISH TO MAINTAIN
WATERPROOF INTEGRITY TO PREVENT DAMAGE TO
INTERIOR COMPONENTS

R703.4 FLASHING.
APPROVED CORROSION-RESISTANT FLASHING SHALL BE APPLIED SHINGLE-FASHION IN A MANNER TO PREVENT ENTRY
OF WATER INTO THE WALL CAVITY OR PENETRATION OF WATER TO THE BUILDING STRUCTURAL FRAMING COMPONENTS.
SELF-ADHERED MEMBRANES USED AS FLASHING SHALL COMPLY WITH AAMA 711. ALL EXTERIOR FENESTRATION
PRODUCTS SHALL BE SEALED AT THE JUNCTURE WITH THE BUILDING WALL WITH A SEALANT COMPLYING WITH AAMA
800 OR ASTM C920 CLASS 25 GRADE NS OR GREATER FOR PROPER JOINT EXPANSION AND CONTRACTION, ASTM C1281,
AAMA 812, OR OTHER APPROVED STANDARD AS APPROPRIATE FOR THE TYPE OF SEALANT. FLUID-APPLIED MEMBRANES
USED AS FLASHING IN EXTERIOR WALLS SHALL COMPLY WITH AAMA 714. THE FLASHING SHALL EXTEND TO THE
SURFACE OF THE EXTERIOR WALL FINISH. APPROVED CORROSION-RESISTANT FLASHINGS SHALL BE INSTALLED AT THE
FOLLOWING LOCATIONS.

STUCCO EXTERIOR FINISH NOTES

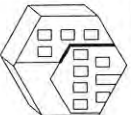
EXTERIOR USE OF PORTLAND CEMENT PLASTER SHALL COMPLY WITH THE APPLICATION REQUIREMENTS OF ASTM C 926.
INSTALLATION OF EXTERIOR LATHING AND FRAMING SHALL COMPLY WITH THE APPLICATION REQUIREMENTS OF ASTM C 1063.
WHERE CEMENT PLASTER (STUCCO) IS TO BE APPLIED TO LATH OVER FRAME CONSTRUCTION, MEASURES SHALL
BE TAKEN TO PREVENT BONDING BETWEEN THE CEMENT PLASTER AND THE WATER-RESISTIVE BARRIER. A BOND BREAK
SHALL BE PROVIDED BETWEEN THE WATER-RESISTIVE BARRIER AND THE CEMENT PLASTER (STUCCO) CONSISTING OF
ONE OF THE FOLLOWING:
1. TWO LAYERS OF AN APPROVED WATER-RESISTANT BARRIER MATERIAL; OR
2. ONE LAYER OF AN APPROVED WATER-RESISTANT BARRIER OVER AN APPROVED PLASTIC HOUSE WRAP; OR
3. OTHER APPROVED METHODS OR MATERIALS APPLIED IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION
INSTRUCTIONS.



FLOOR PLAN
SCALE: 1/4" = 1'-0"

REVISIONS	
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7105 PALM HAVEN ROAD, SUITE 10
PALM HAVEN, FL 33405
TEL: (321) 724-0740
FAX: (321) 916-4206
EMAIL: EFL@EFL-RR.COM
EFL-RR.COM



EEDC
ENGINEERING AND DESIGN CONCEPTS, INC.

-ADDITION FOR-
LAND
222 SURF RD. MELBOURNE BEACH, FL 32951

Digitally signed
by Edward F
Shinskie Jr.
Date: 2020.04.28
14:00:52 -04'00'



AREA TABULATION (2-12-20)	
NEW LIVING	575 SQ.FT.
EXISTING LIVING	1765 SQ.FT.
TOTAL LIVING	2340 SQ.FT.



ENGINEER OF RECORD
EDWARD F. SHINSKIE, PE
4707 WILD TURKEY ROAD
MIMS, FLORIDA 32754
FLORIDA PE# 47515
PH. 321-863-3223

A2

SHEET 2 OF 6
DRAWN BY:
DANIEL J. RICHIE, P.E.

L-2

L-2	
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8F12-18/1T 8F16-13/1T

LINTEL SECTIONS N.T.S.



-ADDITION FOR-
LAND

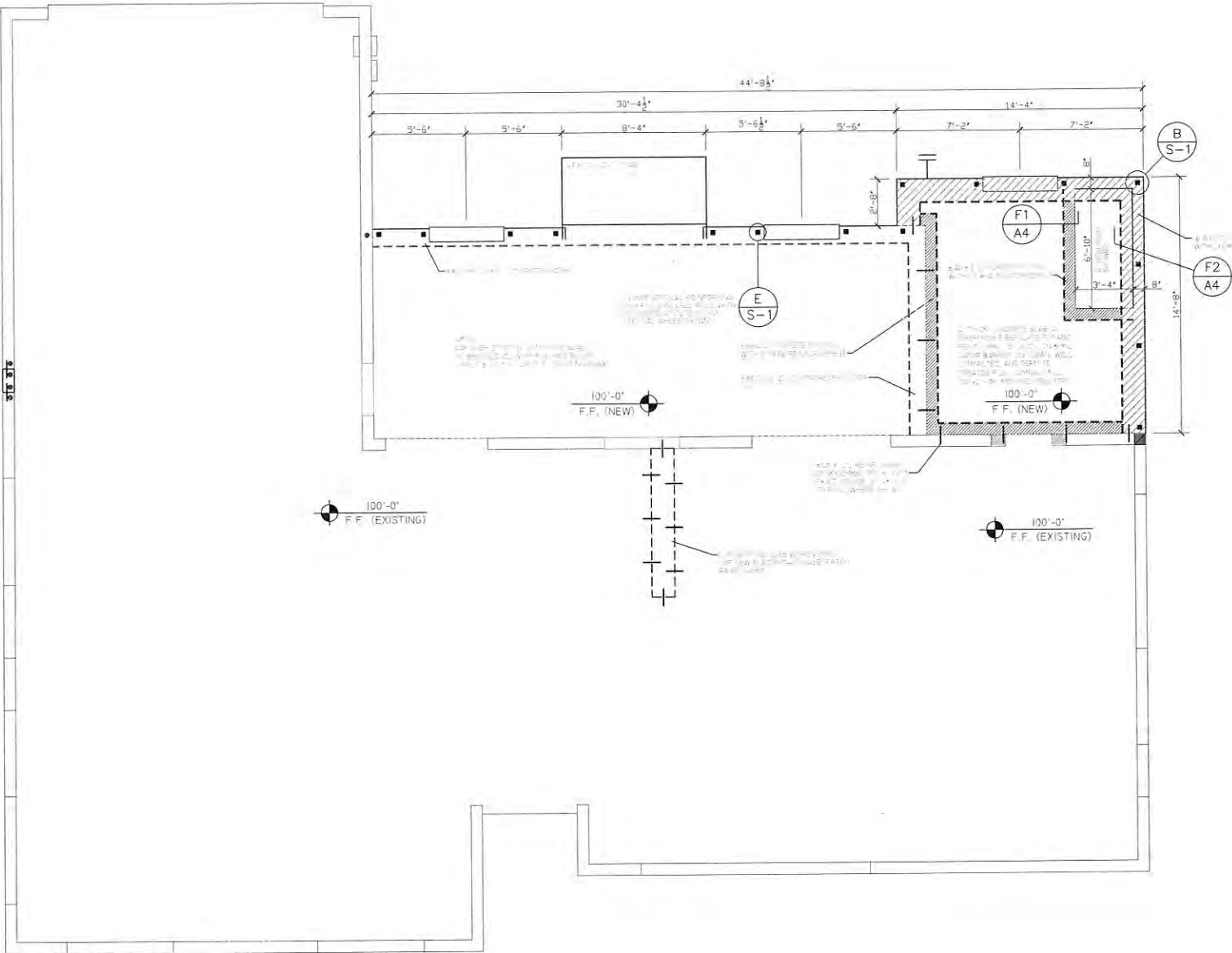
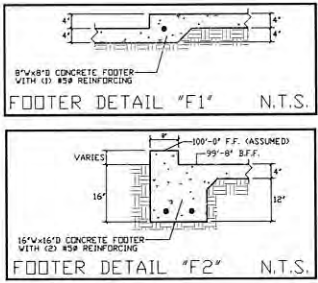
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A3

SHEET 3 OF 6

-DRAWN BY-
DANIEL FRECHETTE



FOUNDATION PLAN
SCALE: 1/4"=1'-0"

SITE PREPARATION NOTES:

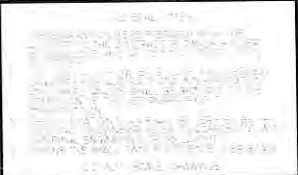
THE PROPOSED BUILDING AREA, PLUS A MINIMUM MARGIN OF FIVE FEET BEYOND THE PROPOSED BUILDING LIMITS SHALL BE STRIPPED AND GRUBBED OF SURFACE DEBRIS, INCLUDING VEGETATION, ROOTS AND ORGANIC MATTER AND ANY REMNANTS OF PREVIOUS CONSTRUCTION SUCH AS OLD FOOTINGS AND SLABS.

THE BUILDING AND PAVEMENT AREAS SHALL BE FILLED TO THE DESIRED GRADES. THE HORIZONTAL PORTION OF THE BUILDING PAD SHALL EXTEND A MINIMUM FIVE FEET BEYOND THE BUILDING AND PAVEMENT AREAS. CLEAN IMPORTED FILL MATERIAL SHALL BE PLACED IN MAXIMUM LOOSE LAYERS OF 12 INCH LIFTS IN THICKNESS. EACH LIFT SHALL BE COMPACTED TO 95% OF A MODIFIED PROCTOR.

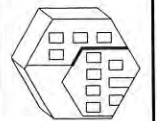
FIELD DENSITY TESTS AND ON SITE INSPECTION ARE REQUIRED TO BE PERFORMED, BY A STATE OF FLORIDA LICENSED GEOTECHNICAL ENGINEER, AT APPROPRIATE TIMES DURING THE EARTH WORK OPERATIONS IN ORDER TO VERIFY THAT THE SITE PREPARATIONS HAVE BEEN PROPERLY CONSTRUCTED. A MINIMUM SOIL BEARING CAPACITY OF 2000 POUNDS PER SQUARE FOOT IS REQUIRED.



Digitally signed
by Edward F
Shinskie Jr.
Date:
2020.04.28
14:04:29 -04'00'



REVISIONS	
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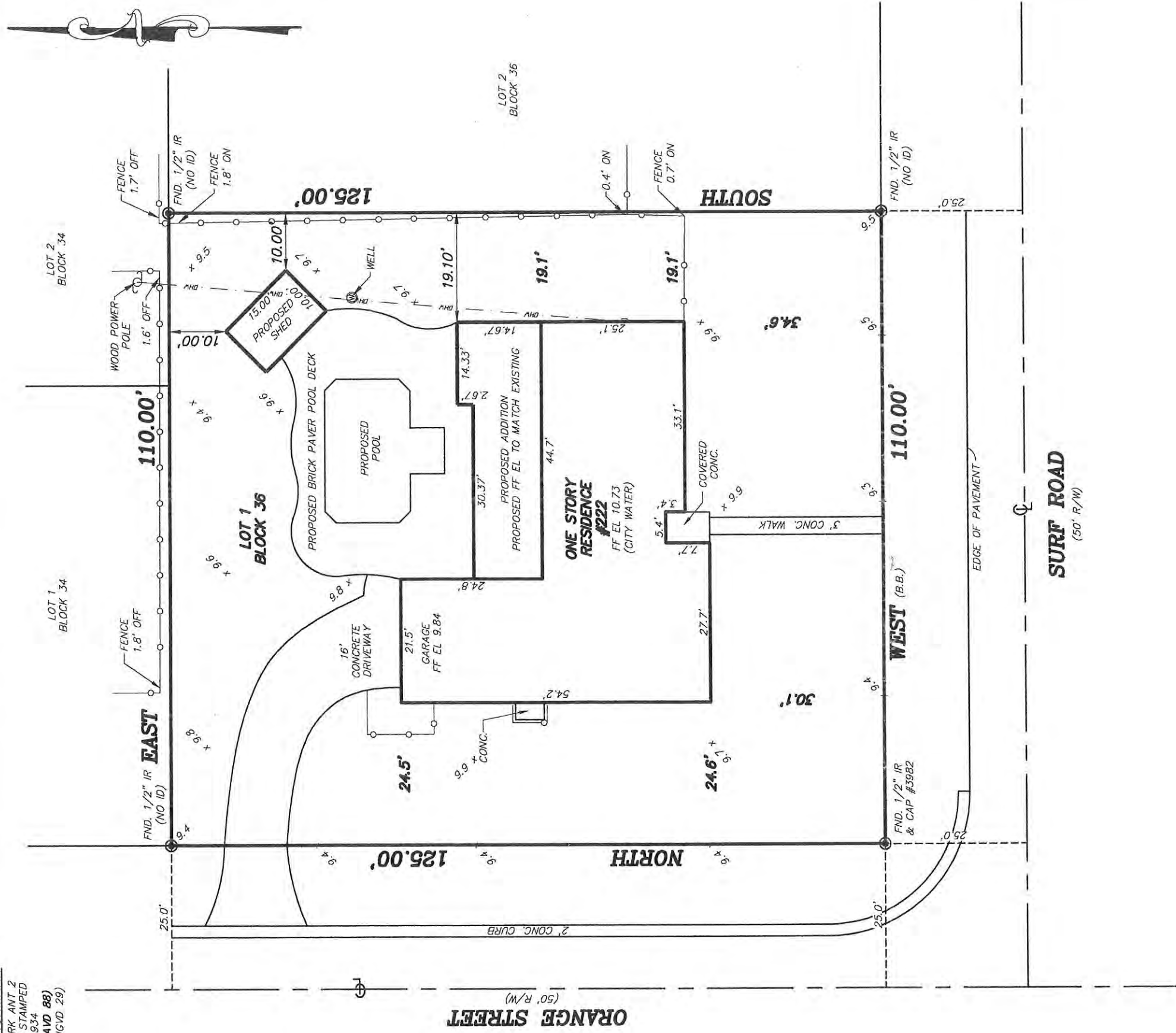
EDC
ENGINEERING AND DESIGN CONCEPTS, INC.

-ADDITION FOR-
LAND
222 SURF RD. MELBOURNE BEACH, FL 32951

ENGINEER OF RECORD
EDWARD F. SHINSKIE, JR.
4707 WILD TURKEY ROAD
MIMS, FLORIDA 32754
FLORIDA PE# 47515
PH. 321-863-3223

A4
SHEET 4 OF 6
DRAWN BY:
HAMIL F. FRECHETTE

PROJECT BENCHMARK
NGS BENCHMARK ANT 2
STATION DISK STAMPED
ANT 2 1934
EL 16.93 (NAVD 88)
EL 18.367 (NGVD 29)



SURVEY PREPARED FOR:
RICHARD B. LAND AND ANDREA C. LAND
GW PROPERTIES

DESCRIPTION: LOT 1, BLOCK 36, ROMAC SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 53, OF THE PUBLIC RECORDS OF BREVARD COUNTY FLORIDA.

AAL LAND SURVEYING SERVICES, INC.

GENERAL NOTES:

GENERAL NOTES:
1. THIS SURVEY AND DRAWING HAS BEEN PREPARED TO CONFORM WITH APPLICABLE STANDARD OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.

2. THIS SURVEY AND DRAWING IS FOR THE SOLE USE AND BENEFIT OF THE PARTIES NAMED HEREON AND FOR THE SPECIFIC PURPOSE AS NOTED, AND SHOULD NOT BE RELIED UPON BY ANY OTHER ENTITY, AND IS NOT TRANSFERABLE UNDER ANY CIRCUMSTANCES.

3. THIS SURVEY IS NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND THE SEAL OF THE SURVEYOR, AND ANY REPRODUCTION OF THIS DRAWING WITHOUT WRITTEN PERMISSION OF THE SURVEYOR IS HEREBY FORBIDDEN.

4. NO OPINION OF TITLE OR OWNERSHIP IS HEREBY EXPRESSED OR IMPLIED BY THE SURVEYOR.

4. NO OPINION OF TITLE OR OWNERSHIP IS HEREBY EXPRESSED OR IMPLIED BY THE SURVEYOR.

5. THIS SURVEY WAS PREPARED FROM INFORMATION FURNISHED TO THE SURVEYOR BY THE CLIENT, AND MAY BE SUBJECT TO EASEMENTS OR LIMITATIONS EITHER RECORDED OR IMPLIED.

6. BEARINGS ARE BASED ON AN ASSUMED DATUM AND ON THE LINE SHOWN AS BEING THE BASIS OF BEARINGS.
7. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.
8. AND MAY BE SUBJECT TO EASEMENTS OR LIMITATIONS EITHER RECORDED OR IMPLIED.

7. NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.

8. ELEVATIONS, IF SHOWN, ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988, UNLESS OTHERWISE NOTED.

9. "NO WELLS" AND "NO SEPTICS" ARE DEFINITIONS TO SHOW AN ATTEMPT BY THE SURVEYOR TO LOCATE POSSIBLE EXISTING WELLS AND SEPTICS HOWEVER NONE WERE FOUND USING STANDARD SURVEY LOCATING EQUIPMENT.

3970 MINTON ROAD, WEST MELBOURNE, FL 32904 L.B. #6623

PHONE: (321) 768-8110 FAX: (321) 952-9771 EMAIL: adsurvey@aalsurvey.com

SECTION 08,
TOWNSHIP 28 SOUTH,
RANGE 38 EAST

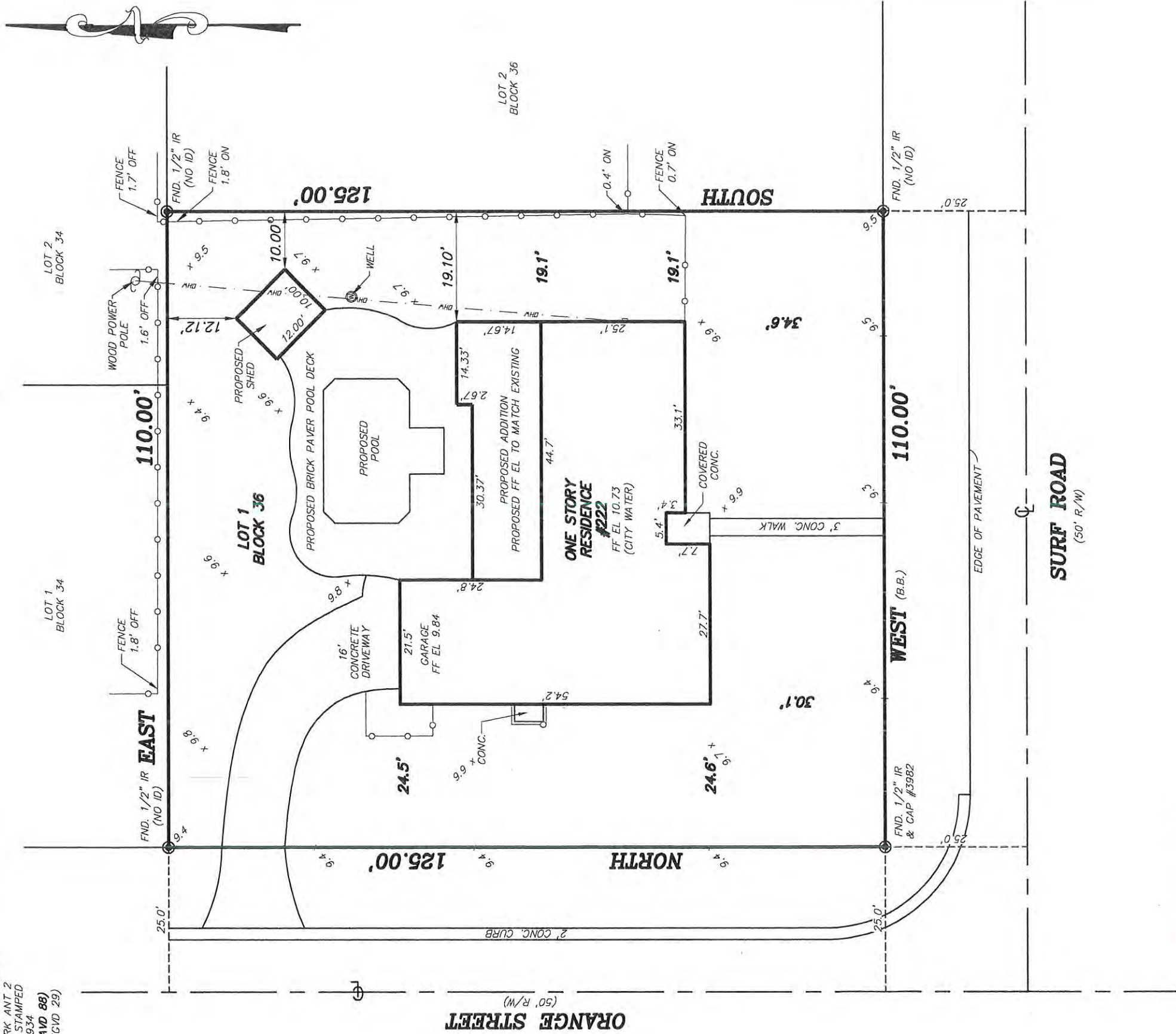
PROJECT #33441

ANDREW W. POWSHOK
P.L.S. No. 5383

DANIEL D. GARNER
P.L.S. No. 6189

LEGEND	
(B.B.)	BASIS OF BEARING
(M)	MEASURED
(P)	PLAT
(D)	DEED
(R)	IRON ROD
IP	IRON PIPE
N&D	NAIL AND DISC
N&TT	NAIL AND TIN TAB
C.M.	CONCRETE MONUMENT
PRM	PERMANENT REFERENCE MARKER
ECW	EDGE OF WATER
TBM	TEMPORARY BENCHMARK
D	DELTA
R	RADIUS
L	ARC LENGTH
FND.	FOUND
CH	CHORD LENGTH
P.O.B.	POINT OF BEGINNING
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY
PI	POINT OF INTERSECTION
P.O.L.	POINT ON LINE
R/W	RIGHT OF WAY
B.S.L.	BUILDING SETBACK LINE
OHW	OVERHEAD WIRES
E.P.	EDGE OF PAVEMENT
P.U.	PUBLIC UTILITY EASEMENT
D.E.	DRAINAGE EASEMENT
EL.	ELEVATION
FF	FINISHED FLOOR
CONC.	CONCRETE
R.C.P.	REINFORCED CONCRETE PIPE
C.M.P.	CORRUGATED METAL PIPE
Q	CENTERLINE

PROJECT BENCHMARK
NGS BENCHMARK ANT 2
STATION DISK STAMPED
ANT 2 1934
EL 16.93 (NAVD 88)
EL 18.367 (NGVD 29)



EXTRA
SURVEY PREPARED FOR:
RICHARD B. LAND AND ANDREA C. LAND
GW PROPERTIES

DESCRIPTION: LOT 1, BLOCK 36, ROMAC SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 53, OF THE PUBLIC RECORDS OF BREVARD COUNTY FLORIDA.

AAL LAND SURVEYING SERVICES, INC.

ACCORDING TO F.I.R.M.
#12009C 0616 G, DATED
MARCH 17, 2014 THIS
PROPERTY IS LOCATED
WITHIN FLOOD ZONE X.
(NAVD 88)

TYPE OF SURVEY:
BOUNDARY

SCALE: 1" = 20'

REVISE PLOT PLAN: 08-06-20
PLOT PLAN: 07-23-20
UPDATE/TOPOGRAPHIC: 07-21-20

FIELD DATE: 04-16-15

SECTION 08,
TOWNSHIP 28 SOUTH,
RANGE 38 EAST

PROJECT #33441

GENERAL NOTES:

1. THIS SURVEY AND DRAWING HAS BEEN PREPARED TO CONFORM WITH APPLICABLE STANDARD OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.
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PHONE: (321)768-8110 FAX: (321)952-9771 EMAIL: aalsurvey@aalsurvey.com

ANDREW W. POWSHOK
P.L.S. No. 5383

DANIEL D. GARNER
P.L.S. No. 6189

LEGEND	
(B.B.)	- BASIS OF BEARING
(M)	- MEASURED
(P)	- PLAT
(D)	- DEED
(R)	- IRON ROD
(IP)	- IRON PIPE
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N&TT	- NAIL AND TIN TAB
PRM	- CONCRETE MONUMENT
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TBM	- EDGE OF WATER
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R	- DELTA
L	- RADIUS
CH	- ARC LENGTH
FND.	- FOUND
CH	- CHORD LENGTH
P.O.B.	- POINT OF BEGINNING
PC	- POINT OF CURVATURE
PI	- POINT OF TANGENCY
P.O.I.	- POINT OF INTERSECTION
R/W	- RIGHT OF WAY
B.S.L.	- BUILDING SETBACK LINE
OHW	- OVERHEAD WIRES
E.P.	- EDGE OF PAVEMENT
P.U.	- PUBLIC UTILITY EASEMENT
D.E.	- DRAINAGE EASEMENT
EL	- ELEVATION
FF	- FINISHED FLOOR
CONG.	- CONCRETE
R.C.P.	- REINFORCED CONCRETE PIPE
C.M.P.	- CORRUGATED METAL PIPE
C	- CENTERLINE



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review

Applicable Codes

Town of Melbourne Beach Land Development Code
2017 Florida Building Code

Date: July 23, 2020
Owner: Mihlebach, Mark S Jr; Mihlebach, Elizabeth A
Owner Address: 310 Fourth Ave., Melbourne Beach, FL
Site Address: 310 Fourth Ave., Melbourne Beach, FL
Parcel ID: 28-38-08-FY-18-19
Zoning:

Proposed Project: An Addition to a single-family dwelling.

References: Town of Melbourne Beach Code of Ordinances: 7A-33

Request: Approval by Planning and Zoning Board, Town Commission for construction of an addition to a single family dwelling as a primary structure.

Staff Review: The property lies in Zoning District 3RS

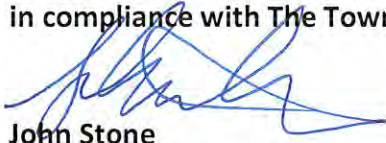
- 1). Project is an addition to a single family dwelling as a principal use.
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth.
Lot area is 11,250 sq. ft. min. 10,000 sq. ft.
Lot width is 75 ft. min. 90 ft. This is an existing non-conforming lot with a primary structure.
Lot depth is 150 ft. min. 100 ft.
- 3). Lot coverage has a maximum of 30% for principle structure.
Lot coverage per plan is 30 % Footprint of Primary Structure is 3,375 sq. ft.
Max allowed for Primary Structure is 3,375 sq. ft. for Lot Area of 11,250 sq. ft.
Minimum pervious area per lot is 30%. Pervious area is 60.09%
- 4). Structure maximum height for zoning district is 28 ft.
The proposed height provided is 14' 2 ½".
Flood Zone X
- 5). Zoning District Setback requirements
Proposed Addition Front Setback is in the rear of the primary structure.
Proposed Addition West Side Setback 25.02' (min. 15 ft.)
Proposed Addition East Side Setback 15.15' (min. 15 ft.)
Proposed Addition Rear Setback 26.67' (min. 25 ft.)

6). Sediment and Erosion control measures shall be met and approved by the Building Official in accordance with the Town of Melbourne Beach Code of Ordinances (27-28) and Florida Building Code (3307.1).

7). On-site Storm water Retention Control measures shall be met and approved by the Building Official in accordance with the Town of Melbourne Beach Code of Ordinances (27-28) and the Florida Building Code (3307.1). Topographic maps may be required. This addition is not a modification greater than 50% of the appraised value as per Ordinance 2019-06.

Minimum Landscaping Standards shall be met.

Based on the above review, I find the proposed site plan for the referenced property is in compliance with The Town of Melbourne Beach Code of Ordinances.

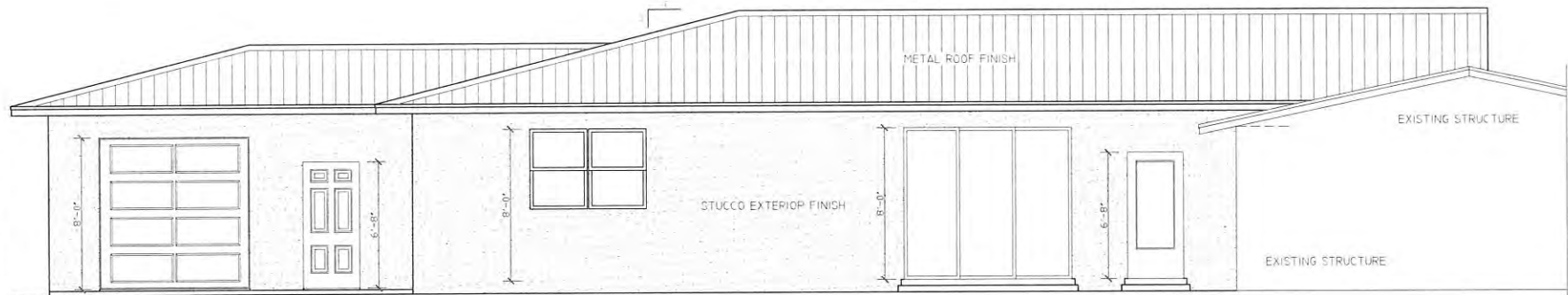


John Stone
Building Official

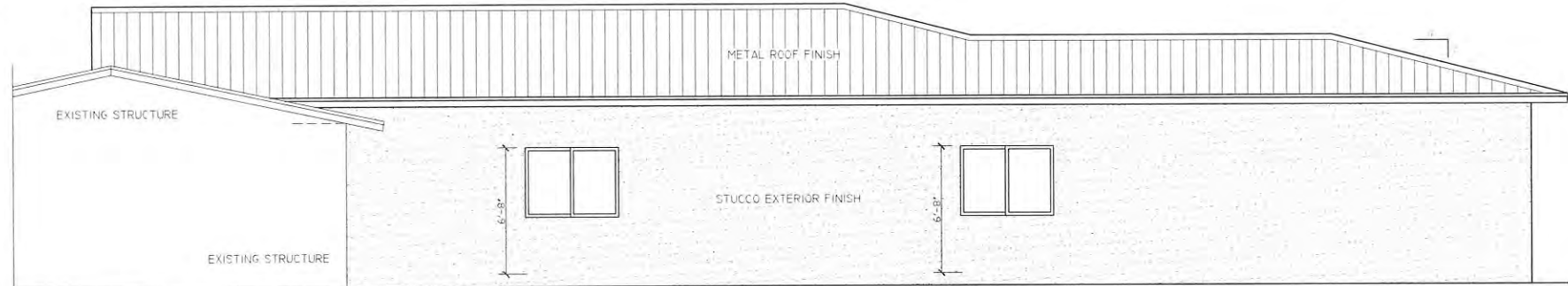
ASCE 7-16
Wall Openings
(all wall openings: windows, doors, shutters, etc.)

Wind Load Program
2001 - 2018 ©

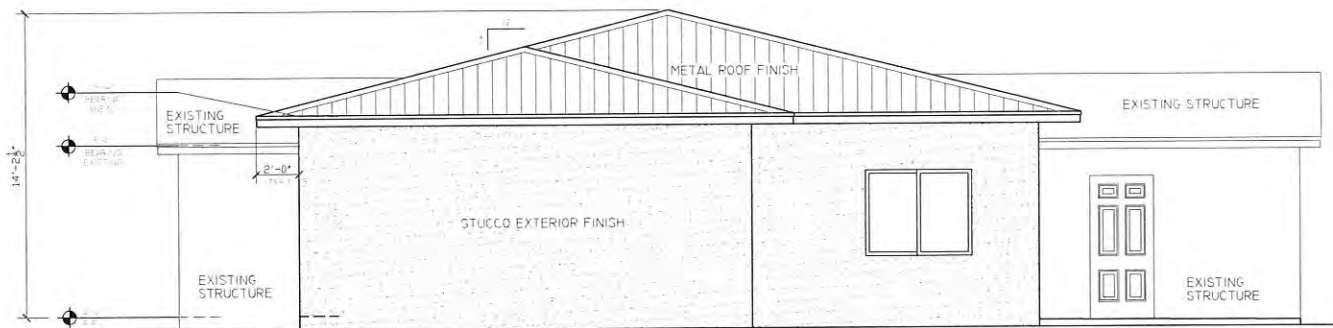
 **windloadcalc.com**
Your Window to Success

[illegible]

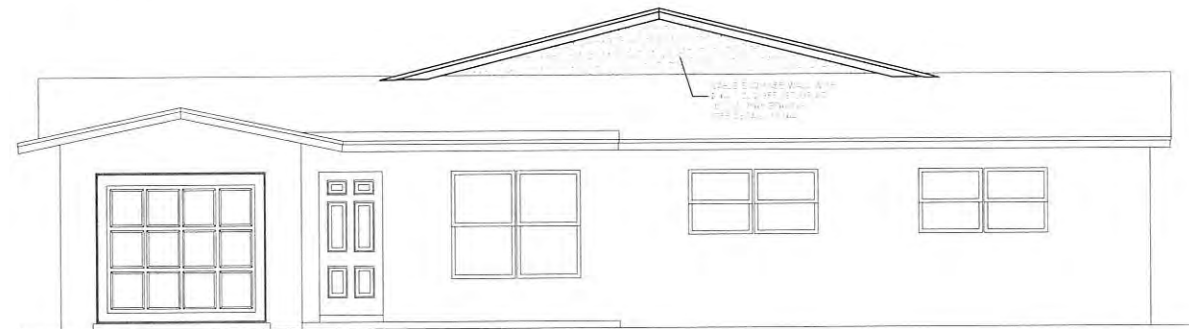
LEFT ELEVATION
SCALE: 1/4"=1'-0"



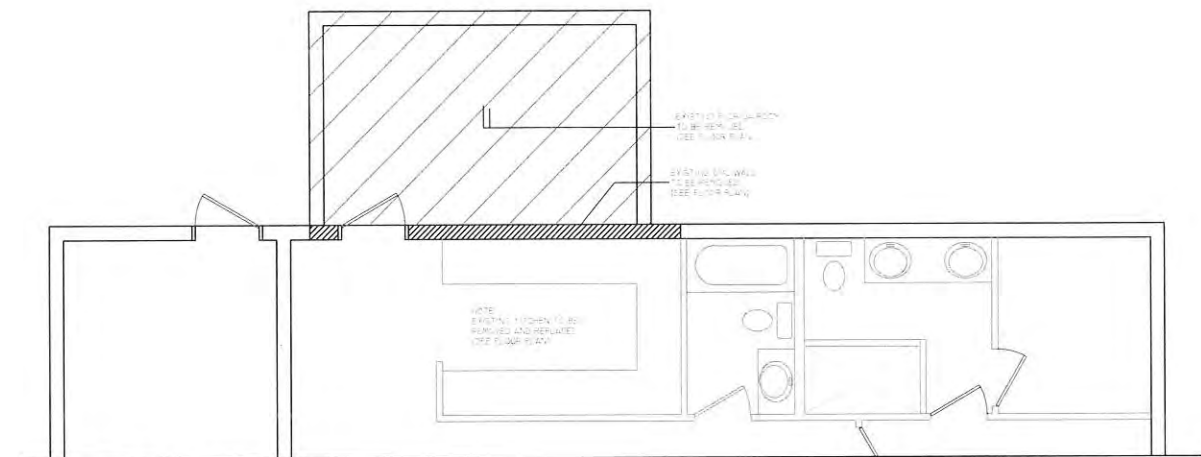
RIGHT ELEVATION
SCALE: 1/4"=1'-0"



REAR ELEVATION
SCALE: 1/4"=1'-0"



FRONT ELEVATION
SCALE: 1/4"=1'-0"

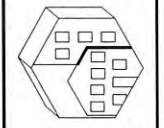


DEMO PLAN
N.T.S.

TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE FOLLOWING PLANS COMPLY WITH ALL APPLICABLE REQUIREMENTS OF THE 2017 FLORIDA RESIDENTIAL BUILDING CODE 6TH EDITION AND LATEST ADOPTED SUPPLEMENTS

— REVISIONS —	
ISSUED: 7-14-70	
1 ***	
2 ***	
3 ***	

2105 PALM BAY BLVD. SUITE 6
PALM BAY, FL 32909
TEL. (321) 724-0740
FAX. (321) 914-4206
EMAIL:
INFO@CFL1350
@CFL.PR.COM



EEDC
ENGINEERING AND DESIGN CONCEPTS, INC.

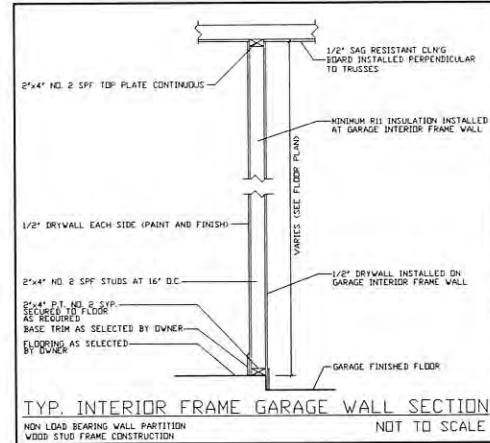
-SFR FOR-
MIHLEBACH
310 FOURTH AVE. MELBOURNE BEACH, FL 32951

ENGINEER OF RECORD
EDWARD F. SHINSKIE, PE
4707 WILD TURKEY ROAD
MIMS, FLORIDA 32754
FLORIDA PE# 47515
PH. 321-863-3223

A I

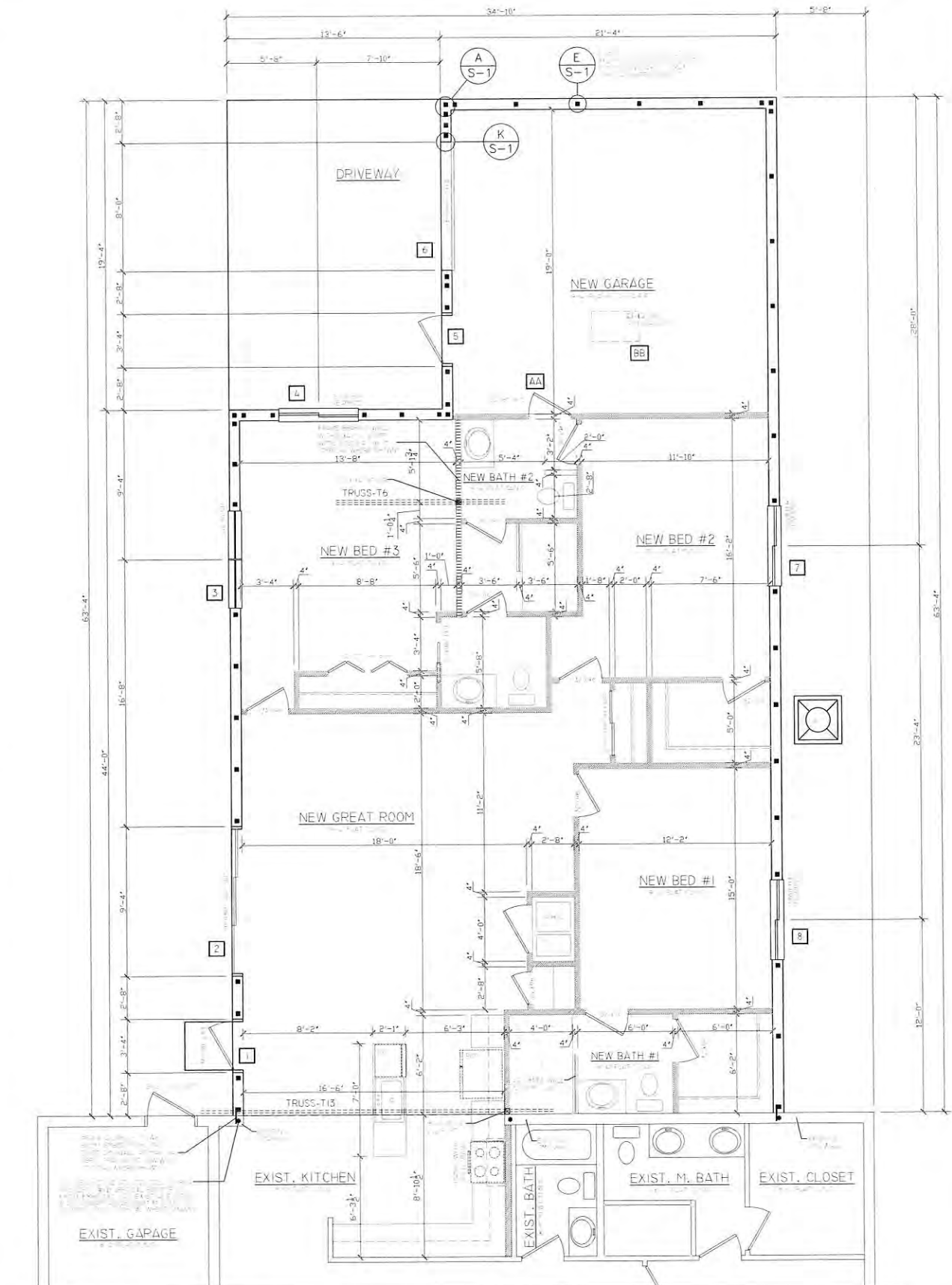
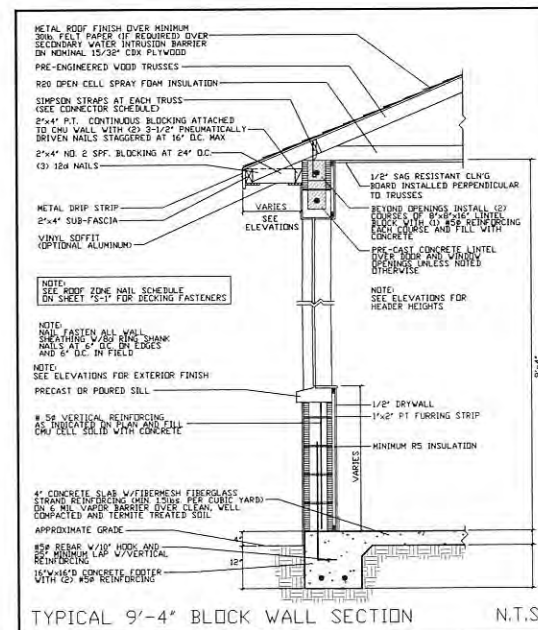
SHEET 1 OF 6

-DRAWN BY-
DANIEL E. REICHE III



AA	MIN. 1-3/8" SOLID CORE 20 MINUTE FIRE RATED DOOR
BB	ATTIC ACCESS PANEL OR ATTIC STAIR ENCL. MUST HAVE A 20 MINUTE FIRE RATING TYPICAL

NO. 11
DRAWINGS INDICATES APPLIED EXTERIOR FINISH
OVER APPROVED WATER BARRIER OVER WOOD FRAMING.
MEMBERS. OWNER IS RESPONSIBLE TO INSTALL ALL REQUIRED
SEALANT, FLASHING, ETC TO MAINTAIN WATERPROOF BARRIER
TO PREVENT MOISTURE INFILTRATION INTO STRUCTURE.
OWNER IS RESPONSIBLE FOR PERIODIC MAINTENANCE
AND UPDATE OF EXTERIOR APPLIED FINISH TO MAINTAIN
WATERPROOF INTEGRITY TO PREVENT DAMAGE TO
INTERIOR COMPONENTS.




FLOOR PLAN
SCALE: 1/4"=1'-0"

AREA TABULATION (7-7-20)	
NEW LIVING	1526 SQ.FT.
EXISTING LIVING	1185 SQ.FT.
TOTAL LIVING	2711 SQ.FT.
NEW GARAGE	419 SQ.FT.
NEW DRIVEWAY	261 SQ.FT.
TOTAL	3391 SQ.FT.

EDC

ENGINEERING AND DESIGN CONCEPTS, INC.



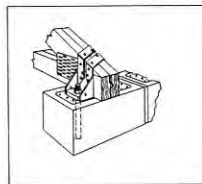
2101 VALLEY VIEW BLVD. STE. 2
 FARMINGTON, CT 06030
 TEL: (203) 724-0740
 FAX: (203) 744-4206
 TOLL FREE TEL: 510
 @FCL-RR.COM

REVISONS	
▲	1
▲	2
▲	3
▲	4
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▲	6
▲	7
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▲	10

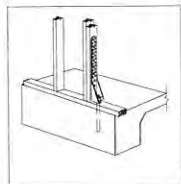
-SFR FOR-
MIHLEBACH
310 FOURTH AVE. MELBOURNE BEACH, FL 32951

ENGINEER OF RECORD
EDWARD F. SHINSKIE, PE
4707 WILD TURKEY ROAD
MIMS, FLORIDA 32754
FLORIDA PE # 47515
PH. 321-863-3223

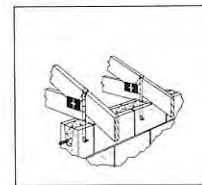
A2
SHEET 2 OF 6
DRAWN BY:
DANIEL RICHIE



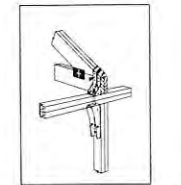
TYPICAL MGT ANCHOR AT CMU WALL



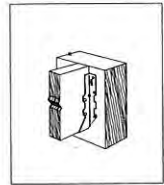
TYPICAL HT4 ANCHOR



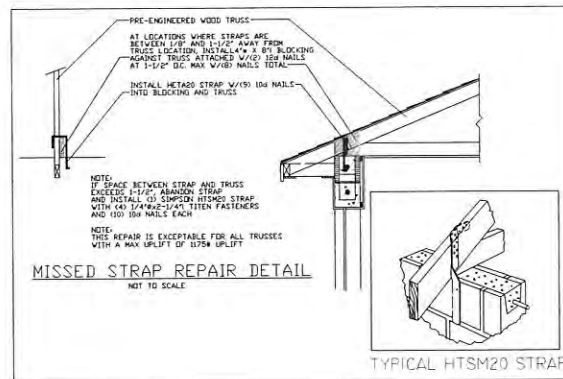
TYPICAL HETA20 STRAP



TYPICAL MGT ANCHOR WITH HDU ANCHOR



TYPICAL HUS HANGER



TYPICAL HTSM20 STRAP

TYPICAL CONNECTOR DETAILS

N.T.S.

CONNECTOR SCHEDULE

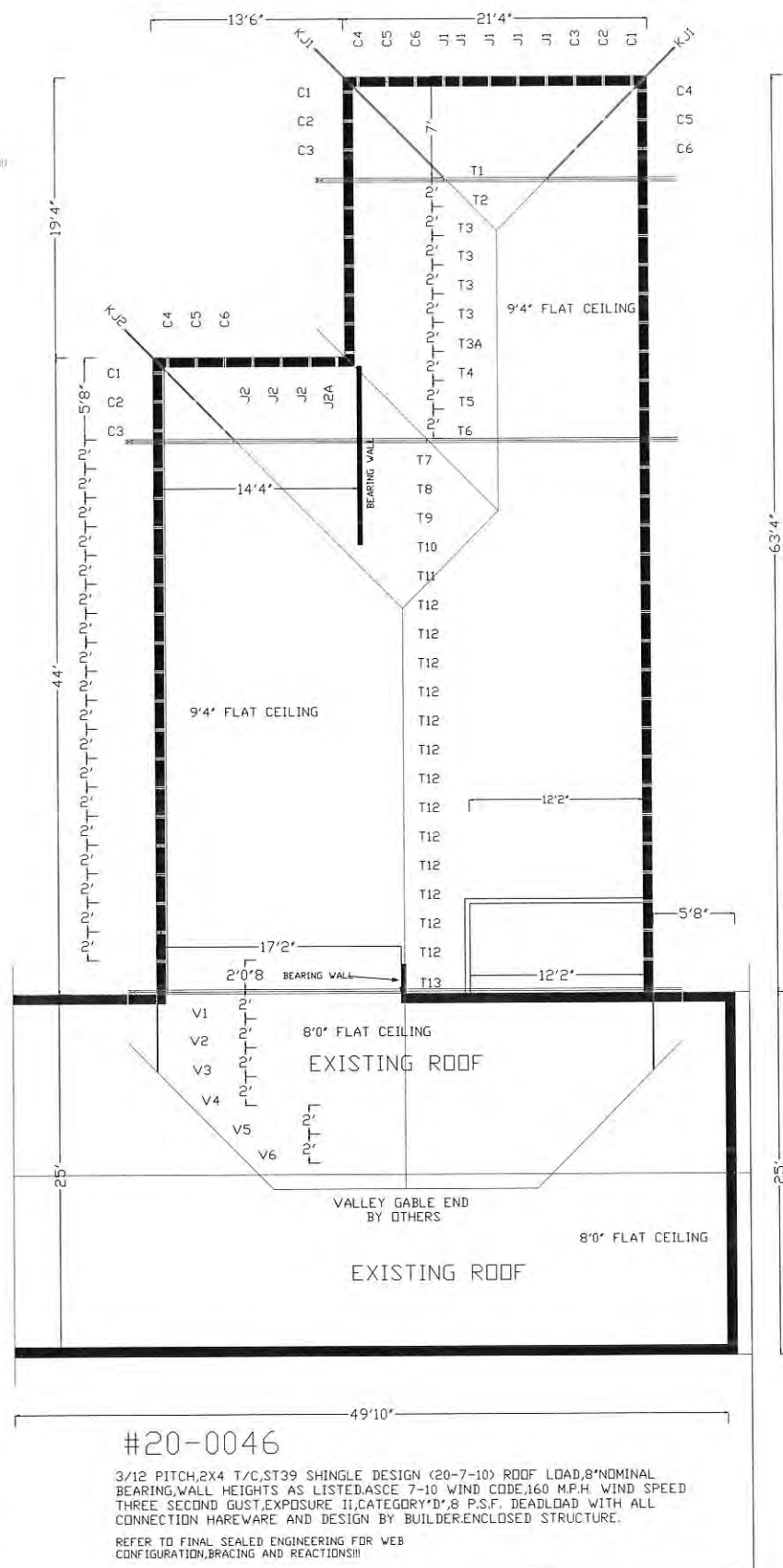
Table with 2 columns: TRUSS ID/DESCRIPTION and CONNECTOR. It lists various trusses and the specific connectors used for each, including anchors, straps, and hangers.

ALL ANCHORS ARE SIMPSON ANCHORS UNLESS NOTED OTHERWISE

PROJECT: 20-0046
COMPANY: CENTRAL FLORIDA TRUSS
ADDRESS: 2955 PINEDA PLAZA WAY #100
MELBOURNE, FL 32908
PHONE: (321) 555-7227
501 ALBANY RD. FORT WORTH, TX 76104
MELBOURNE, FL 32901

Table with 4 columns: TRUSS, TRUSS SPAN, SUPPORT, SUPPORT, BEARING, BEARING, BEARING, BEARING. It provides detailed specifications for various trusses, including their spans, support types, and bearing capacities.

* DENOTES A CONNECTION CALCULATED BY THE LAYOUT PROGRAM.
REFER TO THE AISC HANDBOOK CATALOG FOR A COMPLETE LIST OF CONNECTIONS.



#20-0046

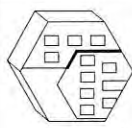
3/12 PITCH, 2X4 T/C, ST39 SHINGLE DESIGN (20-7-10) ROOF LOAD, 8' NOMINAL BEARING WALL HEIGHTS AS LISTED, ASCE 7-10 WIND CODE, 160 M.P.H. WIND SPEED THREE SECOND GUST, EXPOSURE II, CATEGORY D, 8 P.S.F. DEADLOAD WITH ALL CONNECTION HARDWARE AND DESIGN BY BUILDER, ENCLOSED STRUCTURE.

REFER TO FINAL SEALED ENGINEERING FOR WEB CONFIGURATION, BRACING AND REACTIONS!!!

REVISIONS

Table with 2 columns: REVISION, DESCRIPTION. It lists any changes or updates to the drawing.

2955 PINE DA PLAZA WAY #100
MELBOURNE, FL 32908
TEL: (321) 555-7227
FAX: (321) 555-7228
EMAIL: DFRICHETTE@CFTRUSS.COM



ENGINEERING AND DESIGN CONCEPTS, INC.
310 FOURTH AVE., MELBOURNE BEACH, FL 32951

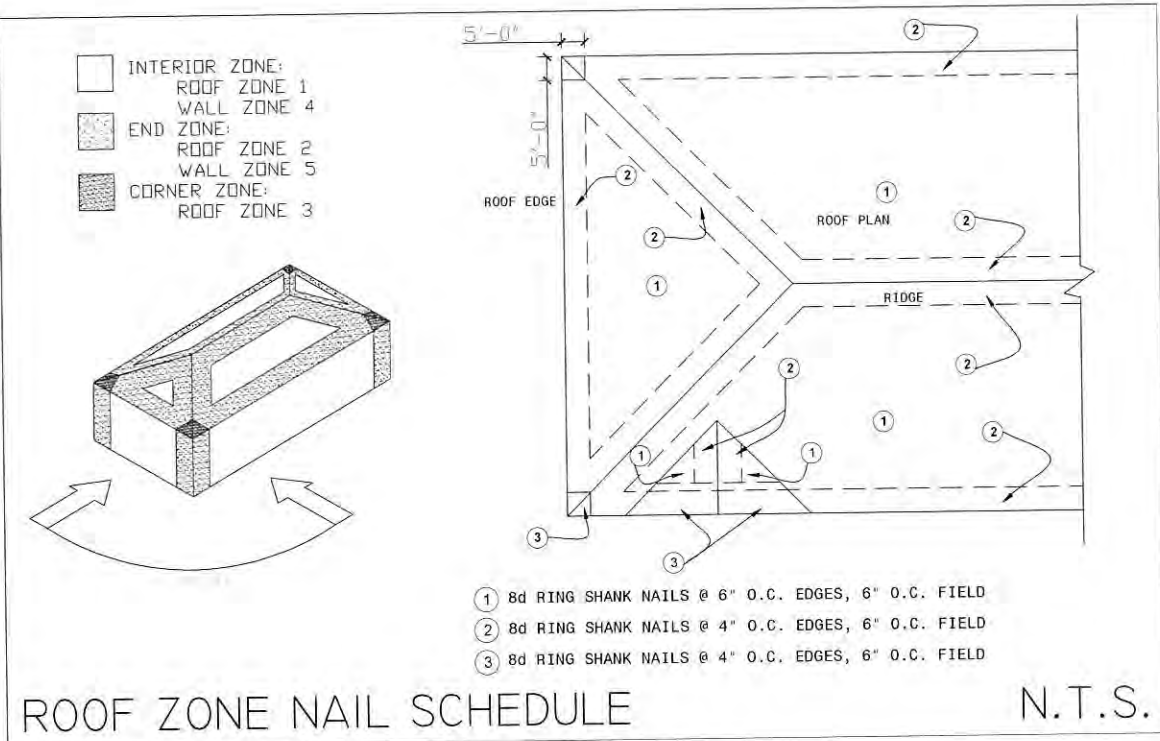
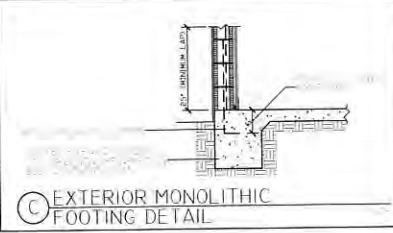
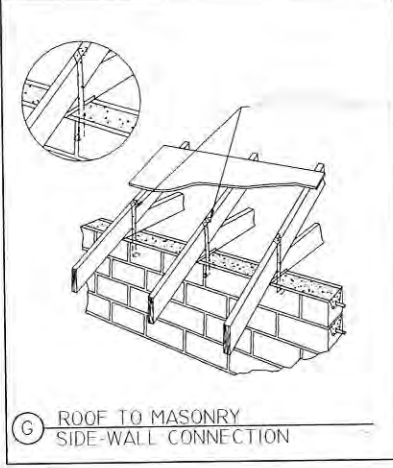
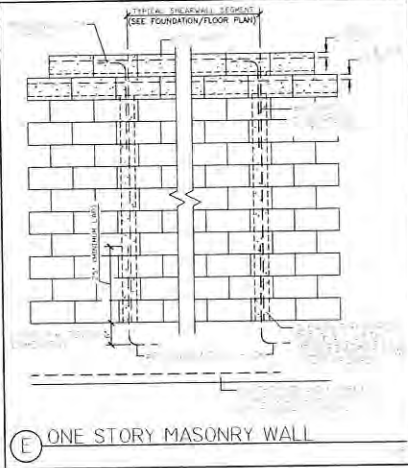
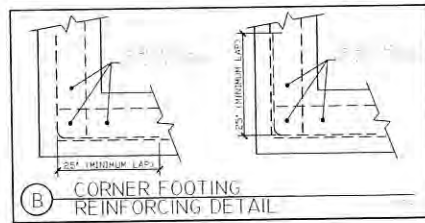
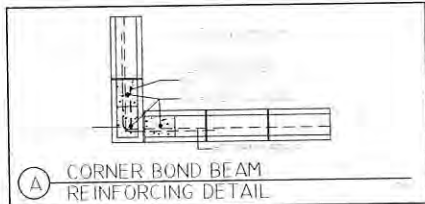
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ENGINEER OF RECORD
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4707 WILD TURKEY ROAD
MIMS, FLORIDA 32754
FLORIDA PE # 17515
PH. 321-863-3223

A4

SHEET 4 OF 6

DRAWN BY: RANIEL TRINIDAD



GENERAL NOTES: MASONRY

- ALL CONSTRUCTION WORKMANSHIP AND MATERIALS SHALL CONFORM TO "SPECIFICATIONS FOR MASONRY STRUCTURES" (ACI 530-92/ASCE 7-16/ TMS 402-92, (LATEST EDITIONS)
- COURSE GROUT (SIZE D) SHALL BE USED IN CONFORMANCE TO THE REQUIREMENTS OF ASTM C476-83 "STANDARD SPECIFICATIONS FOR GROUT OF REINFORCED AND NON-REINFORCED MASONRY".
- CONCRETE MASONRY SHALL BE NORMAL WEIGHT, GRADE N, TYPE I OR II, CONFORMING WITH ASTM C90-85 "STANDARD SPECIFICATIONS FOR HOLLOW LOAD BEARING CONCRETE MASONRY UNITS".
- THE NET AREA COMPRESSIVE STRENGTH OF MASONRY UNITS (f'm) SHALL BE 1900 PSI USING TYPE M OR S MORTAR.
- THICKNESS OF MORTAR BED SHALL NOT EXCEED 5/8".
- HORIZONTAL REINFORCING SHALL CONFORM WITH ASTM A82-85.
- MASONRY REINFORCING STEEL BARS SHALL BE CONTINUOUS WITH LAP SPLICES OF 30 BAR DIAMETERS MINIMUM.
- THE CONTRACTOR IS RESPONSIBLE TO ENSURE THAT ALL MASONRY STRUCTURAL ELEMENTS ARE ADEQUATELY BRACED TO RESIST WIND, BACKFILLING, SOIL COMPACTION, AND OTHER CONSTRUCTION AS WELL AS NATURAL OCCURRING FORCES ORDINARILY ENCOUNTERED DURING THE CONSTRUCTION PROCESS. BRACING SHALL REMAIN IN PLACE UNTIL THE STRUCTURE HAS BEEN COMPLETED.
- MASONRY GROUT SHALL BE PROPORTIONED AND PRODUCED TO HAVE A SLUMP BETWEEN 8 AND 11 INCHES.
- WHEN GROUT POURS EXCEED 5 FEET IN HEIGHT, PROVIDE A CLEAN-OUT HOLE AT THE BOTTOM CELL. CLEAN THE CELL BY REMOVING ALL MORTAR DEBRIS, LOOSE AGGREGATES AND ANY MATERIAL DELETERIOUS TO MASONRY GROUT. INSTALL AND SECURELY TIE THE VERTICAL STEEL REINFORCEMENT TOGETHER. CLOSE THE OPENING AFTER INSTALL.

GENERAL NOTES: WOOD

- ALL FRAMING CONSTRUCTION, WORKMANSHIP AND MATERIALS (INCLUDING TRUSSES) SHALL CONFORM WITH THE SPECIFICATIONS AND REQUIREMENTS OF THE REFERENCES LISTED BELOW: "AMERICAN INSTITUTE OF TIMBER CONSTRUCTION" THIRD EDITION 1985 "NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION" 1991 AND SUPPLEMENT "U.S. PRODUCT STANDARD PS 1" OR APA PRP- 108 PERFORMANCE STANDARDS "MANUAL FOR HOUSE FRAMING, WOOD CONSTRUCTION DATA NO. 1 "NATIONAL FOREST PRODUCTS ASSOCIATION."
- ALL TRUSS BEAM AND COLUMN MEMBERS SHALL BE SPECIES AND GRADES OF LUMBER WHICH PRODUCE DESIGN VALUES EQUAL TO OR GREATER THAN VALUES FOR SOUTHERN YELLOW PINE NO. 2, 19% MAX. M.C.
- GALVANIZED METAL HANGERS AND FRAMING ANCHORS SHOWN ON THE PLANS SHALL BE USED AND SHALL BE FASTENED IN ACCORDANCE WITH THE MANUFACTURERS SPECIFICATIONS, SUBSTITUTIONS REQUIRE ENGINEER'S APPROVAL.
- ANCHORING AND NAILING NOT IDENTIFIED SHALL COMPLY WITH THE NAILING SCHEDULE GIVEN WITHIN "MANUAL FOR HOUSE FRAMING", AND 2017 FLORIDA BUILDING CODE 6th EDITION.
- A MINIMUM OF TWO STUDS SHALL BE INSTALLED ADJACENT TO ALL OPENINGS IN EXTERIOR AND LOAD BEARING WALLS AND BENEATH ALL BEAM & GIRDER BEARING POINTS.
- TRUSSES SHALL BE SIZED AND DETAILED IN ACCORDANCE WITH THE DIMENSIONS AND LOADS INDICATED.
- TRUSS SHOP DRAWINGS AND CALCULATIONS SHALL BE SUBMITTED BY A FLORIDA LICENSED ENGINEER FOR REVIEW PRIOR TO FABRICATION. THE SPECIALTY ENGINEER SHALL SPECIFY BLOCKING AND BRACING IN NECESSARY TO WITHSTAND WIND LOADS DETERMINED USING ASCE 7-16. AS A MINIMUM, ROOF SHEATHING SHALL CONSIST OF 15/32" (NOMINAL) APA SPAN RATED, EXPOSURE 1 PLYWOOD OR 7/16" O.S.B., NAILED TO SUPPORT WITH 8d RING SHANK NAILS AT 4" O.C. ON EDGES, 6" O.C. IN FIELD.
- ALL EXTERIOR WALLS SHALL BE SHEATHED WITH 15/32" APA SPAN RATED, EXPOSURE 1 PLYWOOD OR 7/16" O.S.B. THE SHEATHING SHALL BE ATTACHED TO FRAMING MEMBERS WITH 8d NAILS AT 6" O.C.
- EXTERIOR AND INTERIOR LOAD BEARING WALLS SHALL BE FRAMED WITH 2X4 MEMBERS AT 16" O.C. MAX. SPACING VALUES IN ACCORDANCE WITH STANDARD PS. ALL NAILS AND SCREWS SHALL BE STAINLESS STEEL OR GALVANIZED.
- WHERE DRAWING INDICATES APPLIED EXTERIOR FINISH OVER APPROVED WATER BARRIER OVER WOOD FRAMING MEMBERS, OWNER IS RESPONSIBLE TO INSTALL ALL REQUIRED SEALANT, FLASHING, ETC. TO MAINTAIN WATER-PROOF INTEGRITY TO PREVENT MOISTURE INFILTRATION INTO STRUCTURE. OWNER IS RESPONSIBLE FOR PERIODIC MAINTENANCE AND UPKEEP OF EXTERIOR APPLIED FINISH TO MAINTAIN WATERPROOF INTEGRITY TO PREVENT DAMAGE TO INTERIOR COMPONENTS.
- WATER-RESISTIVE BARRIER. EXTERIOR WALLS OF FRAME CONSTRUCTION RECEIVING A VENEER SHALL BE PROVIDED WITH A WATER-RESISTIVE BARRIER. THE WATER RESISTIVE BARRIER SHALL BE A MINIMUM OF ONE LAYER OF NO. 15 ASPHALT FELT, COMPLYING WITH ASTM D 226 FOR TYPE 1 FELT, SHALL BE ATTACHED TO THE SHEATHING, WITH FLASHING IN SUCH A MANNER AS TO PROVIDE A CONTINUOUS WATER-RESISTIVE BARRIER BEHIND THE EXTERIOR WALL VENEER.

WHERE CEMENT PLASTER (STUCCO) IS TO BE APPLIED TO LATH OVER FRAME CONSTRUCTION, MEASURES SHALL BE TAKEN TO PREVENT BONDING BETWEEN THE CEMENT PLASTER AND THE WATER-RESISTIVE BARRIER. A BOND BREAK SHALL BE PROVIDED BETWEEN THE WATER-RESISTIVE BARRIER AND THE CEMENT PLASTER (STUCCO) CONSISTING OF ONE OF THE FOLLOWING:

- TWO LAYERS OF AN APPROVED WATER-RESISTANT BARRIER; OR
- ONE LAYER OF AN APPROVED WATER-RESISTANT BARRIER OVER AN APPROVED PLASTIC HOUSE WRAP; OR
- OTHER APPROVED METHODS OR MATERIALS APPLIED IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.

A CORROSION RESISTANT WEEP SCREED WITH A MINIMUM VERTICAL ATTACHMENT FLANGE OF 3 1/2 INCHES SHALL BE PROVIDED AT OR BELOW THE FOUNDATION PLATE LINE ON ALL EXTERIOR STUD WALLS. THE SCREED MUST BE PLACED AT A MINIMUM OF 4 INCHES ABOVE THE EARTH OR 2 INCHES ABOVE PAVED AREAS AND SHALL BE OF A TYPE THAT WILL ALLOW TRAPPED WATER TO DRAIN TO THE EXTERIOR OF THE BUILDING.

GENERAL NOTES: CONCRETE

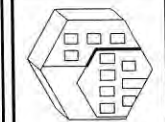
- ALL CONCRETE CONSTRUCTION WORKMANSHIP AND MATERIAL SHALL COMPLY WITH THE REQUIREMENTS OF ACI 301-89 "SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDINGS".
 - ALL CONCRETE SHALL BE TYPE I OR II PORTLAND CEMENT COMPLYING WITH ASTM C150 AND SHALL HAVE A 28 DAY COMPRESSIVE STRENGTH SHOWN BELOW:
- | | |
|---------------------|----------|
| FOUNDATIONS & SLABS | 3000 PSI |
| BEAMS | 3000 PSI |
| MASONRY | 3000 PSI |
- ALL REINFORCING STEEL SHALL BE DEFORMED BARS CONFORMING TO ASTM A 615-87 GRADE 60. BARS SHALL BE FREE OF RUST, MILL SCALE, PAINT OR OTHER COATINGS THAT WILL REDUCE CONCRETE BOND.
 - ALL CONCRETE REINFORCEMENT SHALL BE DETAILED, FABRICATED, LABELED, SUPPORTED AND SPACED IN FORMS AND SECURED IN PLACE IN WITH ACT 315-80 (REVISED 1986) "DETAILS AND DETAILING OF CONCRETE REINFORCEMENT."
 - ALL BAR SPLICES, DOWELS AND CONCRETE COVERAGE SHALL MEET THE REQUIREMENTS OF ACI 318-89 / 318R-89 "BUILDING CODE AND COMMENTARY FOR REINFORCED CONCRETE."
 - BEAMS OVER MASONRY OPENINGS SHALL HAVE CONTINUOUS TOP AND BOTTOM REINFORCEMENT. LAP SPLICES IN BOTTOM BARS SHALL OCCUR OVER SUPPORTS. TOP BARS SHALL LAP AT MID-SPAN.
 - CONCRETE BEAMS AND SLABS SHALL BE FINISHED LEVEL AND TO THE ELEVATIONS SHOWN ON THE DRAWINGS.
 - CALCIUM CHLORIDE SHALL NOT BE USED IN ANY FORM.
 - UNLESS OTHERWISE PERMITTED OR SPECIFIED, CONCRETE SHALL BE PROPORTIONED AND PRODUCED TO HAVE A SLUMP OF 4 INCHES +/- 1 INCH.

GENERAL NOTES

- THESE DRAWINGS WERE PREPARED WITH THE ASSUMPTION THE CONTRACTOR/OWNER-BUILDER IS KNOWLEDGEABLE OF COMMON CONSTRUCTION PRACTICES.
- THE CONTRACTOR/OWNER-BUILDER SHALL REVIEW DRAWINGS FOR ACCURACY AND INTERPRETATION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNERS PRIOR TO CONSTRUCTION.
- THE FOUNDATION PLAN SHALL BE VERIFIED BY THE CONTRACTOR/OWNER-BUILDER TO CORRESPOND WITH THE FINAL ENGINEERED TRUSS LAYOUT.
- DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE - DO NOT SCALE DRAWINGS.
- FLASHING SHALL BE PROVIDED PER FIELD CONDITIONS.
- MOISTURE PROTECTION SHALL BE PROVIDED BETWEEN ALL MASONRY AND NON PRESSURE TREATED WOOD SURFACES.
- A 1/2" DIAMETER X 10 " LONG MINIMUM WEDGE ANCHOR MAY BE USED IN LIEU OF 1/2" DIAMETER J-BOLTS.
- AT FOUNDATION.
- ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE DRAWINGS AND SPECIFICATIONS LISTED.
- THE GENERAL CONTRACTOR SHALL COORDINATE ALL CONSTRUCTION SHOWN ON THE DRAWINGS. ANY QUESTIONS OR DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION TO THE ENGINEER BEFORE STARTING CONSTRUCTION.
- THE STRUCTURE HAS BEEN DESIGNED TO MEET THE REQUIREMENTS OF 2017 FLORIDA BUILDING CODE 6th EDITION.
- FOUNDATION AND SLAB ARE TO BE FORMED UPON SOIL WITH A MINIMUM SAFE BEARING CAPACITY OF 2000 PSF.
- IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO UNIFORMLY PROVIDE THE BEARING CAPACITY UNDER ALL FOUNDATIONS.
- THE CONTRACTORS SHALL HIRE A GEOTECHNICAL ENGINEER TO RECOMMEND SOIL IMPROVEMENTS REQUIRED TO OBTAIN THE MINIMUM SAFE BEARING CAPACITY STATED ABOVE.

REVISIONS

NO. 1	DATE	DESCRIPTION
1	11/11/2019	ISSUED FOR PERMIT
2	12/20/2019	REVISED PER 07/16/2019
3	12/20/2019	REVISED PER 07/16/2019



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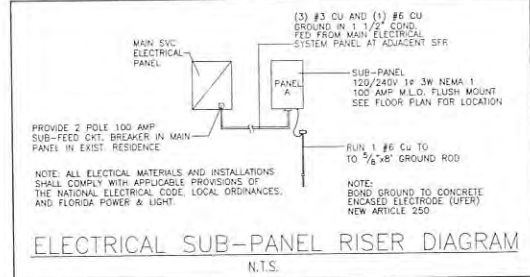
ENGINEER OF RECORD
EDWARD F. SHINSKIE, PE
4707 WILD TURKEY ROAD
MIMS, FLORIDA 32754
FLORIDA PE# 47515
PH. 321-963-3223

S-1

SHEET 5 OF 6
DATE: 11/11/2019
DRAWN BY: DANIEL FINE (11/11)

NEW PANEL SCHEDULE

NO.	DESCRIPTION	QTY	UNIT
1	100 AMP SUB-PANEL	1	EA
2	20 AMP CIRCUIT BREAKER	1	EA
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ELECTRICAL SYMBOLS

§	SINGLE POLE SWITCH	○	LIGHT FIXTURE
§§	THREE POLE SWITCH	⊕	WALL MOUNT FIXTURE
§§§	FOUR POLE SWITCH	⊖	RECESSED FIXTURE
§§§§	DIMMER SWITCH	⊙	EYEBALL FIXTURE
⊖	SINGLE OUTLET	⊖	PULL CHAIN
⊖⊖	DUPLEX OUTLET	⊖	TRACK LIGHTING LENGTH AS INDICATED
⊖⊖⊖	SWITCHED DUPLEX	⊖	FLOOD LIGHTS
⊖⊖⊖⊖	220 OUTLET	⊖	EMERGENCY LIGHT
⊖⊖⊖⊖⊖	QUAD OUTLET	⊖	FLUORESCENT LIGHTS LENGTH AS INDICATED
⊖⊖⊖⊖⊖⊖	TELEPHONE	⊖	WIRE FOR FAN
⊖⊖⊖⊖⊖⊖⊖	TELEVISION	⊖	WIRE FOR FAN WITH LIGHT
⊖⊖⊖⊖⊖⊖⊖⊖	SMOKE DETECTOR	⊖	INDICATES WATERPROOF
⊖⊖⊖⊖⊖⊖⊖⊖⊖	ELECTRICAL PANEL	⊖	INDICATES GROUND CIRCUIT FAULT INTERRUPT
⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖	EXHAUST FAN	⊖	INDICATES ARC FAULT CIRCUIT INTERRUPTER
⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖	THERMOSTAT	⊖	INDICATES HEIGHT ABOVE FLOOR
⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖	INTERCOM	⊖	INDICATES HEIGHT ABOVE FLOOR
⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖	DOOR BELL BUTTON	⊖	INDICATES HEIGHT ABOVE FLOOR
⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖	DISCONNECT	⊖	INDICATES HEIGHT ABOVE FLOOR
⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖⊖	ELECTRICAL METER	⊖	INDICATES HEIGHT ABOVE FLOOR

NOTE: ALL SMOKE DETECTORS TO BE LINKED TOGETHER SO AS TO SOUND SIMULTANEOUSLY WHEN ONE IS TRIGGERED.

NOTE: ALL OUTLETS SHALL BE TAMPER-RESISTANT

NOTE: PLANS COMPLY WITH THE 2017 FLORIDA RESIDENTIAL BUILDING CODE 6TH EDITION CHAPTERS 34-43 AND 2014 NEC

PLUMBING GENERAL NOTES

1. PROVIDE ALL SINKS AND TUBS WITH 1/2" DIA. DRAIN PLUGS & 1/2" DIA. OVERFLOW PLUGS. PROVIDE ALL SINKS AND TUBS WITH 1/2" DIA. DRAIN PLUGS & 1/2" DIA. OVERFLOW PLUGS. PROVIDE ALL SINKS AND TUBS WITH 1/2" DIA. DRAIN PLUGS & 1/2" DIA. OVERFLOW PLUGS.

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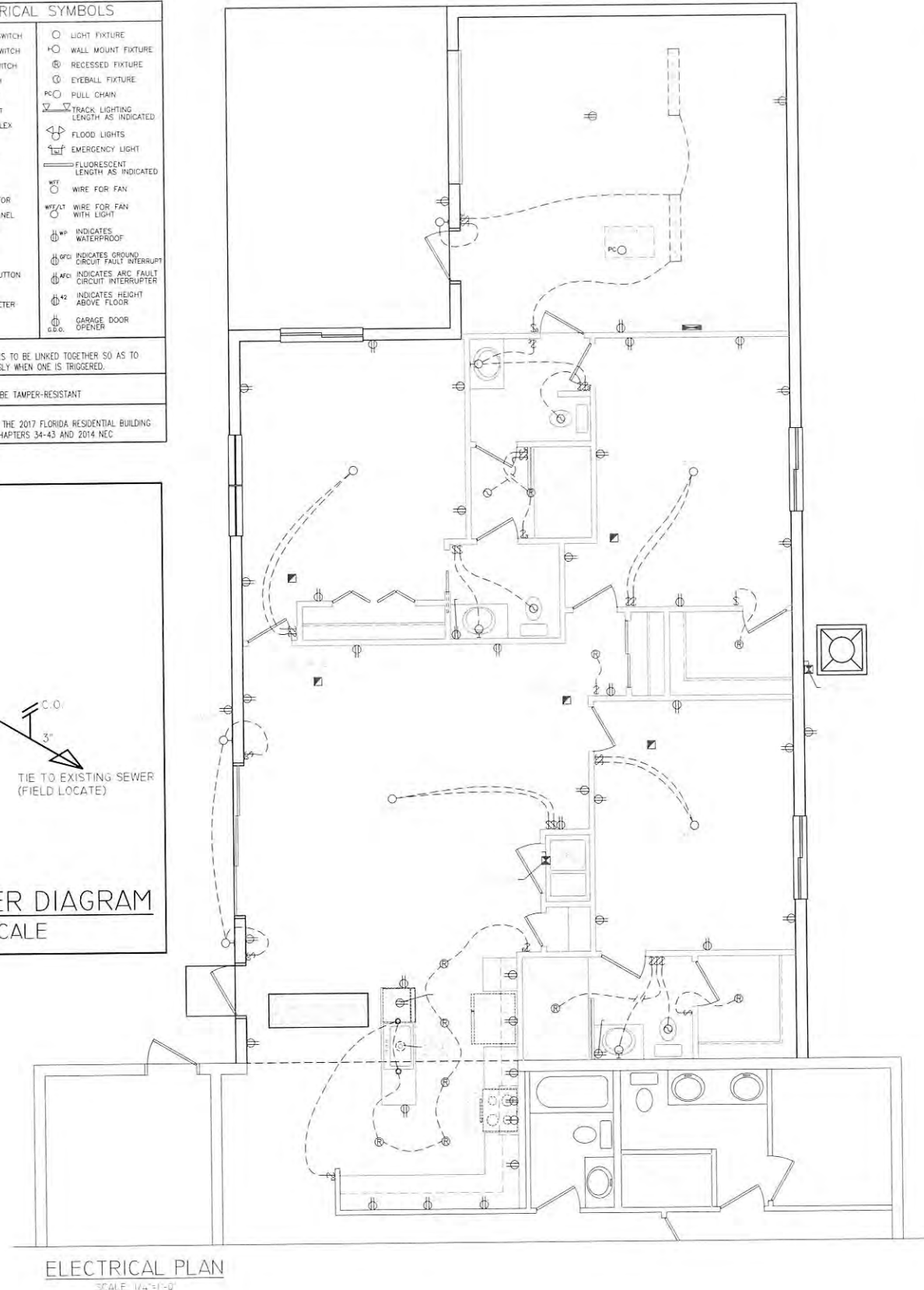
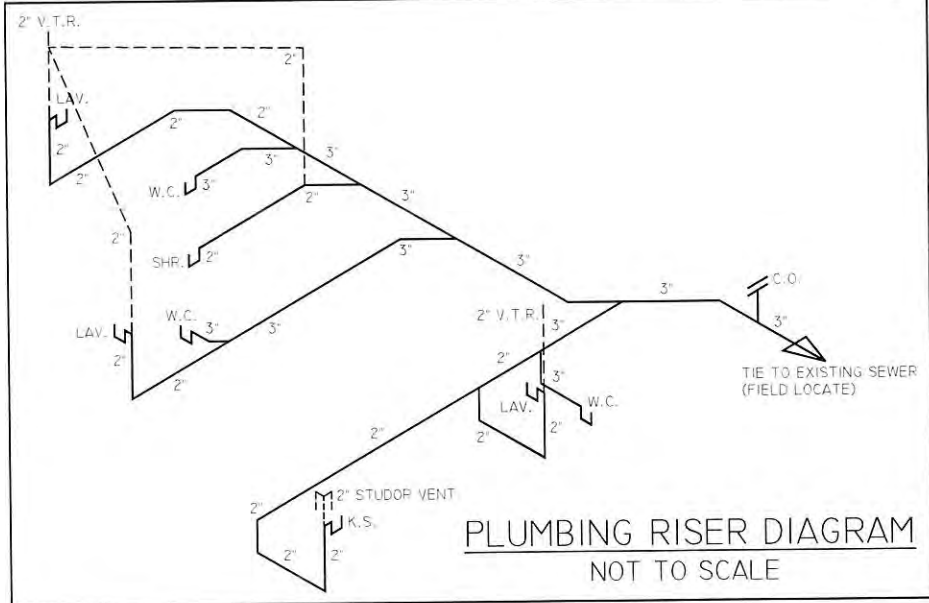
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REVISIONS

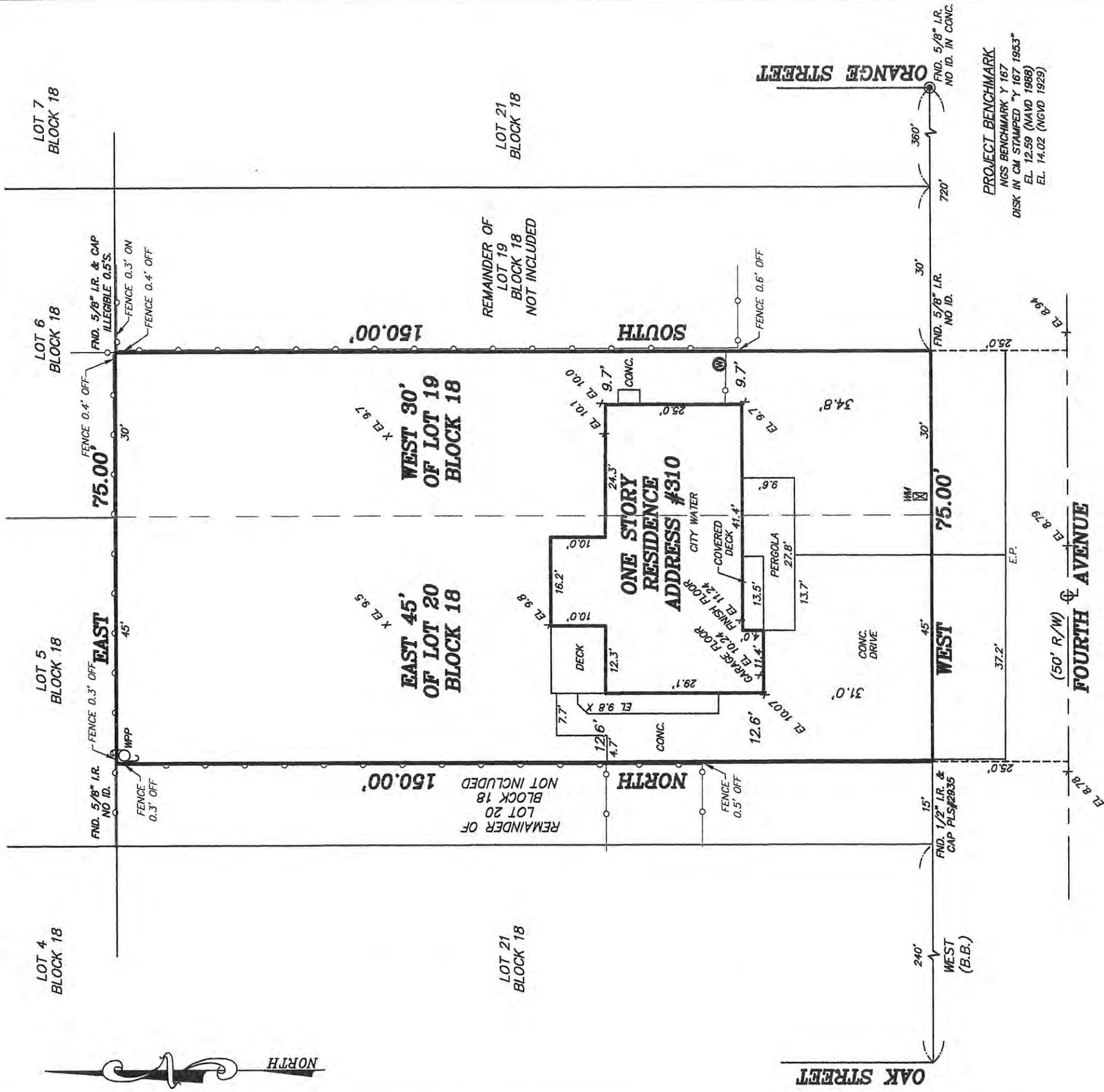
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2105 PINE HAVEN BLVD. STE. 100
PALM HAVEN, FL 35005
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WWW.EDC.COM

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ENGINEERING AND DESIGN CONCEPTS, INC.

-SFR FOR-
MIHLEBACH
310 FOURTH AVE. MELBOURNE BEACH, FL 32951

EPI
SHEET 6 OF 6
DRAWN BY: DANIEL F. REUTHE
DATE: 11/11/2014



PROJECT BENCHMARK
NGS BENCHMARK Y 167
DISK IN CM STAMPED "Y 167 1953"
EL. 12.59 (NAVD 1989)
EL. 14.02 (NGVD 1929)

SURVEY PREPARED FOR:
MARK S. MIHLEBACH, JR. AND ELIZABETH A. MIHLEBACH

DESCRIPTION: THE WEST 30 FEET OF LOT 19 AND THE EAST 45 FEET OF LOT 20, BLOCK 18, WILCOX PLAT OF MELBOURNE BEACH, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 58, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

AAL LAND SURVEYING SERVICES, INC.

ACCORDING TO FLOOD INSURANCE RATE MAP #12009C 0608 G, DATED MARCH 17, 2014 THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE X (NAVD 1988)
TYPE OF SURVEY: BOUNDARY
SCALE: 1" = 20'
REVISION: _____
REVISION: _____
REVISION: _____
REVISION: _____
REVISION: _____
UPDATED: 04/14/2020
UPDATED: 10/03/2014
FIELD DATE: 04/24/2014
SECTION 08, TOWNSHIP 28 SOUTH, RANGE 38 EAST
PROJECT #31750

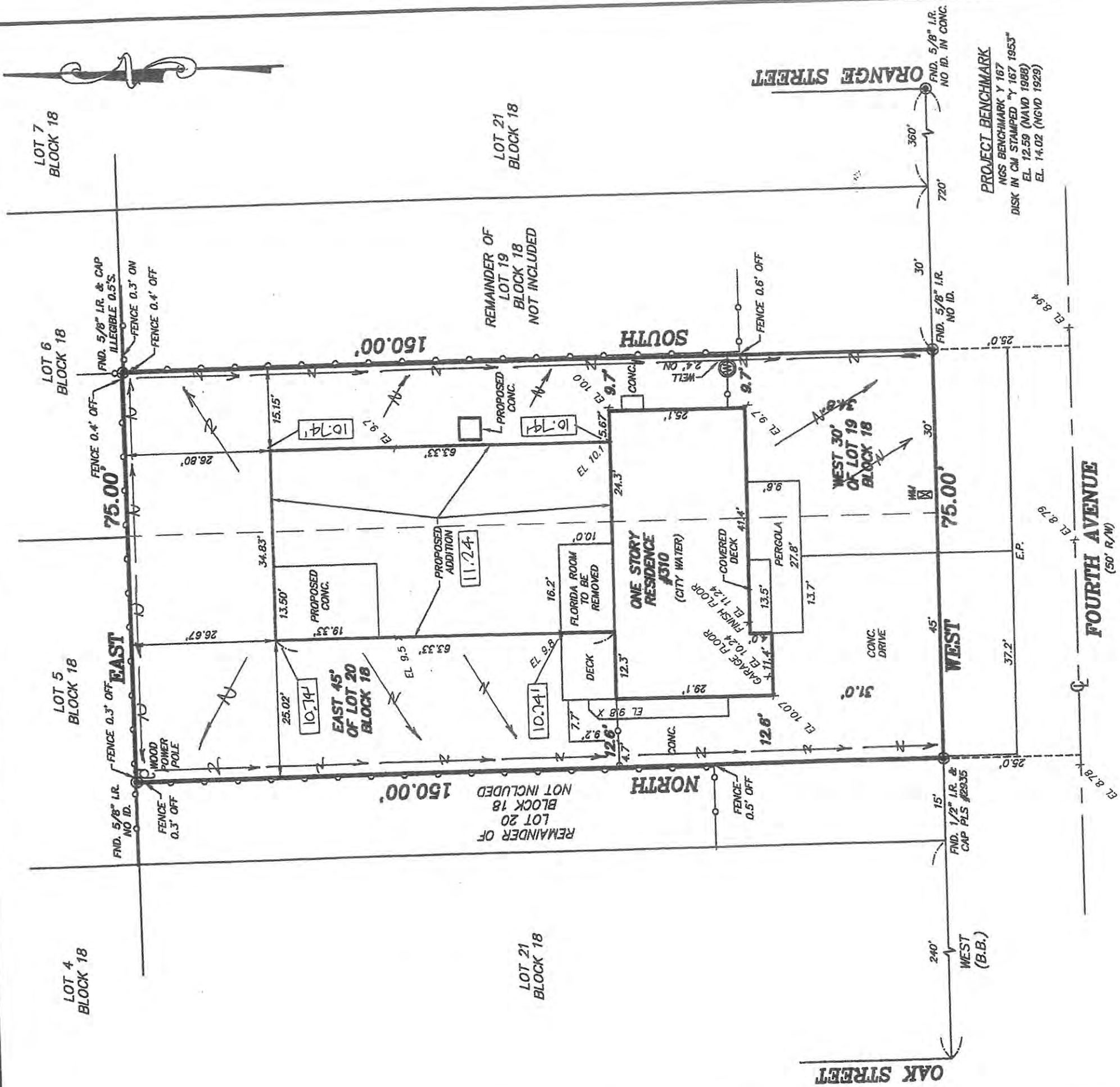
- GENERAL NOTES:
- THIS SURVEY AND DRAWING HAS BEEN PREPARED TO CONFORM WITH APPLICABLE STANDARD OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.
 - THIS SURVEY AND DRAWING IS FOR THE SOLE USE AND BENEFIT OF THE PARTIES NAMED HEREON AND FOR THE SPECIFIC PURPOSE AS NOTED, AND SHOULD NOT BE RELIED UPON BY ANY OTHER ENTITY, AND IS NOT TRANSFERABLE UNDER ANY CIRCUMSTANCES.
 - THIS SURVEY IS NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND THE SEAL OF THE FLORIDA LICENSED SURVEYOR, AND REPRODUCTION OF THIS DRAWING WITHOUT WRITTEN PERMISSION OF THE SURVEYOR IS HEREBY FORBIDDEN.
 - NO OPINION OF TITLE OR OWNERSHIP IS HEREBY EXPRESSED OR IMPLIED BY THE SURVEYOR.
 - THIS SURVEY WAS PREPARED FROM INFORMATION FURNISHED TO THE SURVEYOR BY THE CLIENT, AND MAY BE SUBJECT TO EASEMENTS OR LIMITATIONS EITHER RECORDED OR IMPLIED.
 - BEARINGS ARE BASED ON AN ASSUMED DATUM AND ON THE LINE SHOWN AS BEING THE BASIS OF BEARINGS.
 - NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.
 - ELEVATIONS, IF SHOWN, ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988, UNLESS OTHERWISE NOTED.
 - "NO WELLS" AND "NO SEPTICS" ARE DEFINITIONS TO SHOW AN ATTEMPT BY THE SURVEYOR TO LOCATE POSSIBLE EXISTING WELLS AND SEPTICS, HOWEVER NONE WERE FOUND USING STANDARD SURVEY LOCATING EQUIPMENT.

3970 MINTON ROAD, WEST MELBOURNE, FL 32904 L.B. #6623
PHONE: (321)768-8110 FAX: (321)952-9771 EMAIL: frontdesk@aalsurvey.com

ANDREW W. POWSHOK
P.L.S. No. 5383

DANIEL D. GARNER
P.L.S. No. 6189

LEGEND
BB - BEARING BASE
(M) - MEASURED
(P) - PLAT
(D) - DEED
IR - IRON ROD
N&D - NAIL AND DISC
N&TT - NAIL AND TIN TAB
CM - CONCRETE MONUMENT
PRM - PERMANENT REFERENCE MARKER
LB - LICENSED BUSINESS
PLS - PROFESSIONAL LAND SURVEYOR
TBM - TEMPORARY BENCHMARK
D - DELTA
R - RADIUS
CH - CHORD LENGTH
FND - FOUND
P.O.C. - POINT OF COMMENCEMENT
P.O.B. - POINT OF BEGINNING
PT - POINT OF CURVATURE
PT - POINT OF TANGENCY
PRC - POINT OF REVERSE CURVE
P.O.L - POINT ON LINE
R/W - RIGHT OF WAY
WPP - WOOD POWER POLE
CHW - OVERHEAD WIRES
E.P. - EDGE OF PAVEMENT
P.U. - PUBLIC UTILITY EASEMENT
D.E. - DRAINAGE EASEMENT
CONC. - CONCRETE
WM - WATER METER
X EL - SPOT ELEVATION
CL - CENTERLINE



SURVEY PREPARED FOR:
MARK S. MIHLEBACH, JR. AND ELIZABETH A. MIHLEBACH

DESCRIPTION: THE WEST 30 FEET OF LOT 19 AND THE EAST 45 FEET OF LOT 20, BLOCK 18, WILCOX PLAT OF MELBOURNE BEACH, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 58, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

AAL LAND SURVEYING SERVICES, INC.

ACCORDING TO FLOOD INSURANCE RATE MAP #2009C 0608 G, DATED MARCH 17, 2014 THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE X (NAVD 88)	REVISION: PLOT PLAN 07-08-20
TYPE OF SURVEY: BOUNDARY	REVISION: PLOT PLAN 06-05-20
SCALE: 1" = 20'	REVISION: UPDATE 04-14-20
	REVISION: UPDATE 10-03-14
	FIELD DATE: 04-24-14
	SECTION 08, TOWNSHIP 28 SOUTH, RANGE 38 EAST
	PROJECT #31750

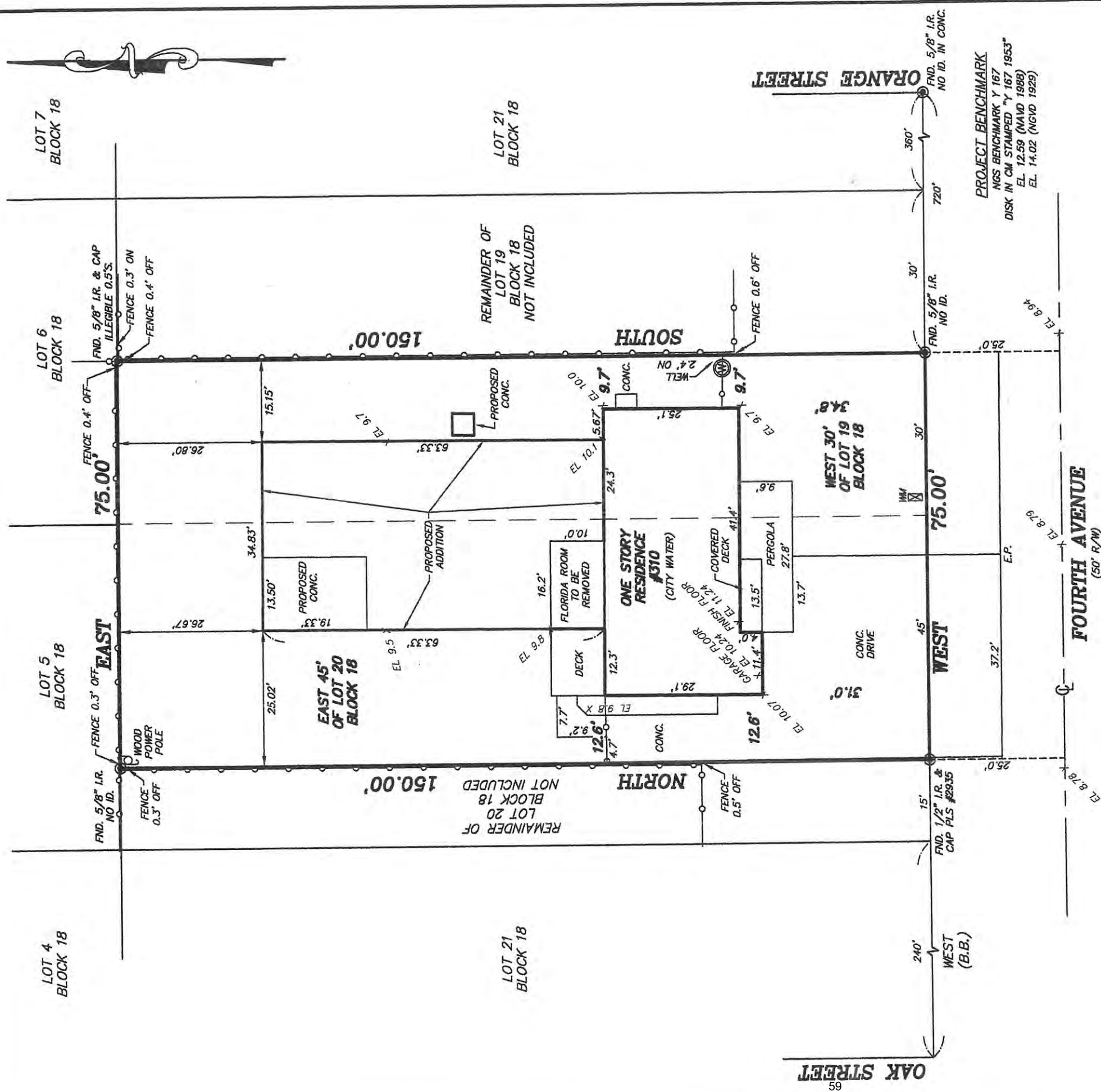
- GENERAL NOTES:
- THIS SURVEY AND DRAWING HAS BEEN PREPARED TO CONFORM WITH APPLICABLE STANDARD OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.
 - THIS SURVEY AND DRAWING IS FOR THE SOLE USE AND BENEFIT OF THE PARTIES NAMED HEREON AND FOR THE SPECIFIC PURPOSE AS NOTED, AND SHOULD NOT BE RELIED UPON BY ANY OTHER ENTITY, AND IS NOT TRANSFERABLE UNDER ANY CIRCUMSTANCES.
 - THIS SURVEY IS NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND SEAL OF THE FLORIDA LICENSED SURVEYOR, AND REPRODUCTION OF THIS DRAWING WITHOUT WRITTEN PERMISSION OF THE SURVEYOR IS HEREBY FORBIDDEN.
 - NO OPINION OF TITLE OR OWNERSHIP IS HEREBY EXPRESSED OR IMPLIED BY THE SURVEYOR.
 - THIS SURVEY WAS PREPARED FROM INFORMATION FURNISHED TO THE SURVEYOR BY THE CLIENT, AND MAY BE SUBJECT TO EASEMENTS OR LIMITATIONS EITHER RECORDED OR IMPLIED.
 - BEARINGS ARE BASED ON AN ASSUMED DATUM AND ON THE LINE SHOWN AS BEING THE BASIS OF BEARINGS.
 - NO UNDERGROUND IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN.
 - ELEVATIONS, IF SHOWN, ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988, UNLESS OTHERWISE NOTED.
 - "NO WELLS" AND "NO UTILITIES" ARE DEFINITIONS TO SHOW AN ATTEMPT BY THE SURVEYOR TO LOCATE POSSIBLE EXISTING WELLS AND UTILITIES. HOWEVER NONE WERE FOUND USING STANDARD SURVEY LOCATING EQUIPMENT.

1970 WINTON ROAD WEST MELBOURNE, FL 32904 L.B. #6623
PHONE: (321) 268-1800 FAX: (321) 952-9771 EMAIL: frontdesk@aalsurvey.com



DANIEL D. GARNER
P.L.S. No. 6189

LEGEND
(B.B.) - BASIS OF BEARING
(M) - MEASURED
(P) - PLAT
(D) - DEED
(R) - IRON ROD
(IP) - IRON PIPE
(N&D) - NAIL AND DISC
(N&TT) - NAIL AND TIN TAB
(C.M.) - CONCRETE MONUMENT
(PRM) - PERMANENT REFERENCE MARKER
(TBM) - TEMPORARY BENCHMARK
(D=) - DELTA
(L=) - ARC LENGTH
(FND) - FOUND
(CH) - CHORD LENGTH
(F.P.L.) - FLORIDA POWER & LIGHT
(O.R.B.) - OFFICIAL RECORDS BOOK
(P.O.L.) - POINT ON LINE
(R/W) - RIGHT OF WAY
(B.S.L.) - BUILDING SETBACK LINE
(OHW) - OVERHEAD WIRE
(P.B.C.P.) - PALM BAY CONTROL POINT
(P.U.) - PUBLIC UTILITY EASEMENT
(D.E.) - DRAINAGE EASEMENT
(FF) - FINISHED FLOOR
(EL) - ELEVATION
(CONC) - CONCRETE
(R.C.P.) - REINFORCED CONCRETE PIPE
(C.M.P.) - CORRUGATED METAL PIPE
(C) - CENTERLINE
(L.B.) - LICENSED BUSINESS
(P.L.S.) - PROFESSIONAL LAND SURVEYOR
(EL. XXXX) - EXISTING GRADES
(XXXX) - PROPOSED GRADES



SURVEY PREPARED FOR:
MARK S. MIHLEBACH, JR. AND ELIZABETH A. MIHLEBACH

DESCRIPTION: THE WEST 30 FEET OF LOT 19 AND THE EAST 45 FEET OF LOT 20, BLOCK 18, WILCOX PLAT OF MELBOURNE BEACH, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 58, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

AAL LAND SURVEYING SERVICES, INC.

ACCORDING TO FLOOD INSURANCE RATE MAP #12009C 0608 G, DATED MARCH 17, 2014 THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE X. (NAVD 88)	TYPE OF SURVEY: BOUNDARY	SCALE: 1" = 20'	REVISION: PLOT PLAN 07-08-20	REVISION: PLOT PLAN 06-05-20	REVISION: UPDATE 04-14-20	REVISION: UPDATE 10-03-14	FIELD DATE: 04-24-14	SECTION 08, TOWNSHIP 28 SOUTH, RANGE 38 EAST	PROJECT #31750
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- GENERAL NOTES:
- THIS SURVEY AND DRAWING HAS BEEN PREPARED TO CONFORM WITH APPLICABLE STANDARD OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS IN CHAPTER 54-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.
 - THIS SURVEY AND DRAWING IS FOR THE SOLE USE AND BENEFIT OF THE PARTIES NAMED HEREON AND FOR THE SPECIFIC PURPOSE AS NOTED, AND SHOULD NOT BE RELIED UPON BY ANY OTHER ENTITY, AND IS NOT TRANSFERABLE UNDER ANY CIRCUMSTANCES.
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 - ELEVATIONS, IF SHOWN, ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988, UNLESS OTHERWISE NOTED.
 - "NO WELLS" AND "NO SEPTICS" ARE DEFINITIONS TO SHOW AN ATTEMPT BY THE SURVEYOR TO LOCATE POSSIBLE EXISTING WELLS AND SEPTICS, HOWEVER NONE WERE FOUND USING STANDARD SURVEY LOCATING EQUIPMENT.

3970 MINTON ROAD, WEST MELBOURNE, FL 32904 L.B. #6623
PHONE: (321)768-8110 FAX: (321)952-9771 EMAIL: frontdesk@alsurvey.com

ANDREW W. POWSHOK
P.L.S. No. 5383

DANIEL D. GARNER
P.L.S. No. 6189

LEGEND	
(B.B.)	— BASIS OF BEARING
(M)	— MEASURED
(P)	— PLAT
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IR	— IRON ROD
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℄	— CENTERLINE
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PLS	— PROFESSIONAL LAND SURVEYOR
EL. XXXX	— EXISTING GRADES
XXXXX	— PROPOSED GRADES



TOWN BOARD VOLUNTEER APPLICATION

Town of Melbourne Beach

507 Ocean Avenue

Melbourne Beach, Florida 32951

Phone: (321) 724-5860 Fax: (321) 984-8994

1. Name: Charles Cain Home Phone: 3219842221
2. Home Address: 309 Surf Rd
3. Mobile Phone: 3216982480 E-mail address: ccain2@cfl.rr.com
4. Business Name: _____ Business Phone: _____
5. Resume or Education & Experience: 31 yrs FPL; BS Engineering
(Use additional sheets if necessary or submit resume)
6. Date of birth: 2/8/58 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☒ YES ☐ NO
8. Are you a resident of the town? ☒ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☒ YES ☐ NO
10. Do you hold a public office? ☐ YES ☒ NO
11. Do you currently serve on a Town board? ☒ YES ☐ NO
If yes, which board? Board of Adjustment
12. Please check the board(s) you are interested in serving on:

<input type="checkbox"/> Audit Committee	<input type="checkbox"/> History Center Board
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> History Preservation and Awareness
<input type="checkbox"/> Civil Service Board	<input type="checkbox"/> Parks Board
<input type="checkbox"/> Code Enforcement Board	<input type="checkbox"/> Planning and Zoning Board
<input type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Police Pension Fund Board of Trustees
13. Why do you think you are qualified to serve on this board? _____
31 yrs FPL; BS Engineering
14. Would you consider serving on another board other than the one(s) you have selected above?
☐ YES ☒ NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard County Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860.

Signature: Charles Cain

Date: 8/11/2020



TOWN BOARD VOLUNTEER APPLICATION

Town of Melbourne Beach

507 Ocean Avenue

Melbourne Beach, Florida 32951

Phone: (321) 724-5860 Fax: (321) 984-8994

1. Name: Genie Gold Home Phone: 321-723-8621 ^{cell} 321-537-7786
2. Home Address: 405 Pelican Key
3. Mobile Phone: 321-537-7786 E-mail address: Scottg405@ATT.Net
4. Business Name: _____ Business Phone: _____
5. Resume or Education & Experience: _____
(Use additional sheets if necessary or submit resume)
6. Date of birth: 11/22/55 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☒ YES ☐ NO
8. Are you a resident of the town? ☒ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☒ YES ☐ NO
10. Do you hold a public office? ☐ YES ☒ NO
11. Do you currently serve on a Town board? ☒ YES ☐ NO
If yes, which board? History
12. Please check the board(s) you are interested in serving on:
- | | |
|---|--|
| <input type="checkbox"/> Audit Committee | <input checked="" type="checkbox"/> History Center Board |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> History Preservation and Awareness |
| <input type="checkbox"/> Civil Service Board | <input type="checkbox"/> Parks Board |
| <input type="checkbox"/> Code Enforcement Board | <input type="checkbox"/> Planning and Zoning Board |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Police Pension Fund Board of Trustees |
13. Why do you think you are qualified to serve on this board? _____
14. Would you consider serving on another board other than the one(s) you have selected above?
☐ YES ☒ NO

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Signature: Genie Gold

Date: 8/11/2020



TOWN BOARD VOLUNTEER APPLICATION

Town of Melbourne Beach

507 Ocean Avenue

Melbourne Beach, Florida 32951

Phone: (321) 724-5860 Fax: (321) 984-8994

1. Name: JO SOLLEY HANSEN Home Phone: 321-543-6232
2. Home Address: 435 RIVERVIEW LANE MELBOURNE BEACH
3. Mobile Phone: 321-543-6232 E-mail address: JOSOLLEYDAR@GMAIL.COM
4. Business Name: _____ Business Phone: _____
5. Resume or Education & Experience: BA UCONN
(Use additional sheets if necessary or submit resume)
6. Date of birth: 7-29-1945 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☒ YES ☐ NO
8. Are you a resident of the town? ☒ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☒ YES ☐ NO
10. Do you hold a public office? ☐ YES ☒ NO
11. Do you currently serve on a Town board? ☒ YES ☐ NO
If yes, which board? HISTORIC PRESERVATION & AWARENESS
12. Please check the board(s) you are interested in serving on:

<input type="checkbox"/> Audit Committee	<input type="checkbox"/> History Center Board
<input type="checkbox"/> Board of Adjustment	<input checked="" type="checkbox"/> History Preservation and Awareness
<input type="checkbox"/> Civil Service Board	<input type="checkbox"/> Parks Board
<input type="checkbox"/> Code Enforcement Board	<input type="checkbox"/> Planning and Zoning Board
<input type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Police Pension Fund Board of Trustees
13. Why do you think you are qualified to serve on this board? I am on several
lineage societies
14. Would you consider serving on another board other than the one(s) you have selected above?
☒ YES ☐ NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard County Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860.

Signature: Jo Solley Hansen

Date: 8-13-20



TOWN BOARD VOLUNTEER APPLICATION
Town of Melbourne Beach
507 Ocean Avenue
Melbourne Beach, Florida 32951
Phone: (321) 724-5860 Fax: (321) 984-8994

1. Name: Haig M. John, D.C. Home Phone: 772-713-1487 cell
2. Home Address: 517 Andrews Dr., Melbourne Beach FL, 32951
3. Mobile Phone: 772-713-1487 E-mail address: HaigJohnDC@gmail.com
4. Business Name: Your Family Chiropractor Business Phone: 321-722-5846
5. Resume or Education & Experience: B.A. Political Science & International Relations, Graduate Study Doctor of Chiropractic
(Use additional sheets if necessary or submit resume)
6. Date of birth: April 2, 1969 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☒ YES ☐ NO
8. Are you a resident of the town? ☒ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☒ YES ☐ NO
10. Do you hold a public office? ☐ YES ☒ NO
11. Do you currently serve on a Town board? ☒ YES ☐ NO
If yes, which board? Board of Adjustment
12. Please check the board(s) you are interested in serving on:

<input type="checkbox"/> Audit Committee	<input type="checkbox"/> History Center Board
<input checked="" type="checkbox"/> Board of Adjustment	<input type="checkbox"/> History Preservation and Awareness
<input type="checkbox"/> Civil Service Board	<input type="checkbox"/> Parks Board
<input type="checkbox"/> Code Enforcement Board	<input type="checkbox"/> Planning and Zoning Board
<input type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Police Pension Fund Board of Trustees
13. Why do you think you are qualified to serve on this board? Currently a Board member & B.A. Political Science & International Relations, Graduate Study Doctor of Chiropractic
14. Would you consider serving on another board other than the one(s) you have selected above?
☒ YES ☐ NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard County Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860.

Signature: [Signature]

Date: 8-11-2020



TOWN BOARD VOLUNTEER APPLICATION

Town of Melbourne Beach

507 Ocean Avenue

Melbourne Beach, Florida 32951

Phone: (321) 724-5860 Fax: (321) 984-8994

1. Name: Kelli Hunsucker Home Phone: 2152856893
2. Home Address: 320 1st Ave
3. Mobile Phone: 2152856893 E-mail address: khunsucker@fit.edu
4. Business Name: Florida Tech Business Phone: 321-674-8437
5. Resume or Education & Experience: I have served on the EAB since 2011. I hold graduate degrees in marine science (MS and PhD). I currently work as a professor at Florida Tech.
(Use additional sheets if necessary or submit resume)
6. Date of birth: 8.27.83 (to verify voter registration)
(optional)
7. Are you a qualified elector of the town? ☐ YES ☒ NO
8. Are you a resident of the town? ☒ YES ☐ NO
9. Do you reside in the town for at least ten (10) months of each calendar year? ☒ YES ☐ NO
10. Do you hold a public office? ☐ YES ☒ NO
11. Do you currently serve on a Town board? ☒ YES ☐ NO
If yes, which board? EAB
12. Please check the board(s) you are interested in serving on:

<input type="checkbox"/> Audit Committee	<input type="checkbox"/> History Center Board
<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> History Preservation and Awareness
<input type="checkbox"/> Civil Service Board	<input type="checkbox"/> Parks Board
<input type="checkbox"/> Code Enforcement Board	<input type="checkbox"/> Planning and Zoning Board
<input checked="" type="checkbox"/> Environmental Advisory Board	<input type="checkbox"/> Police Pension Fund Board of Trustees
13. Why do you think you are qualified to serve on this board? _____
I have served on the EAB since 2011. I hold graduate degrees in marine science (MS and PhD). I currently work as a professor at Florida Tech.
14. Would you consider serving on another board other than the one(s) you have selected above?
☐ YES ☒ NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard County Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860.

Signature: Kelli Hunsucker

Date: 8/12/2020

Attachments:	Ordinance 2020-04
Date Prepared:	8/14/2020
Prepared By:	TA Repperger
Meeting Date:	08/19/2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input checked="" type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	First Reading of Ordinance 2020-04
Recommended Action:	Planning & Zoning unanimously recommended approval of Ordinance 2020-04 at their 8/4/2020 meeting.
Background Information:	Amending section 7A-102, Appendix A, Land Development Code

ORDINANCE NO. 2020-04

AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE OF THE TOWN OF MELBOURNE BEACH, AMENDING SECTION 7A-102 TO AUTHORIZE THE CONSIDERATION OF CONDITIONS, LIMITATIONS, OR REQUIREMENTS IN A PROPOSAL FOR ZONING CHANGE OR AMENDMENT VOLUNTARILY PROFFERED AS PART OF A BINDING DEVELOPMENT AGREEMENT; CREATING SECTION 7A-103 AUTHORIZING BINDING DEVELOPMENT AGREEMENTS; PROVIDING A SERVERABILITY /INTERPRETATION CLAUSE; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING AN ADOPTION SCHEDULE.

WHEREAS, Section 7A-102, of Appendix A of the Code of Ordinances of Melbourne Beach (“Land Development Code”) provides that “[n]o proposal for a zoning change or amendment affecting particular property or properties shall contain conditions, limitations, or requirements not applicable to all other property in the district to which the particular property is proposed to be rezoned;” and,

WHEREAS, the limitations of Section 7A-102, Land Development Code, operate to prohibit the Town from considering Binding Development Agreements voluntarily proffered by applicants proposing zoning changes or amendments; and,

WHEREAS, the Town Commission has determined that the prohibition of its ability to consider Binding Development Agreements voluntarily proffered by applicants proposing zoning changes or amendments limits its authority to agree to conditions, limitations, or requirements that would otherwise ensure that a property rezoned is compatible with the property’s surrounding zoning and uses; and,

WHEREAS, the Town Commission has determined that Binding Development Agreements are useful tools in ensuring managed and controlled growth, development, and location of properly sited compatible uses within the Town of Melbourne Beach; and,

WHEREAS, the Town Commission has determined that authorizing the use of Binding Development Agreements in proposals for zoning changes or amendments will serve to better ensure that properties are developed consistent with the historic character of development within the Town of Melbourne Beach; and,

WHEREAS, the Town Commission acknowledges that various courts in Florida have upheld the use of voluntary proffered conditions by applicants proposing zoning changes or amendments; and,

WHEREAS, the Town Commission acknowledges that the Florida Legislature has authorized the use of statutory Development Agreements in the Florida Local Government Development Agreement Act; currently Fla. Stat. Sec. 163.3220 through Fla. Stat. Sec. 163.3243; and,

WHEREAS, the Town Commission recognizes that non-statutory Development Agreements may be entered into under the authority of home rule powers of the Town of Melbourne Beach pursuant to Article VIII, Section 2 of the Constitution of the State of Florida and Chapter 166, Florida Statutes,

WHEREAS, the Town Commission desires to amend Section 7A-102, Land Development Code, to authorize the Town Commission to consider conditions, limitations, or requirements not applicable to all other properties in a district to which a particular property is proposed to be rezoned that are voluntarily proffered by an applicant for a rezoning by way of a statutory or non-statutory Binding Development Agreement,

WHEREAS, the Town Commission desires to create Section 7A-103, Land Development Code to authorize the use of statutory and non-statutory Binding Development Agreements in rezoning proposals;

WHEREAS, the Town Planning & Zoning Board, sitting as the Local Planning Agency, has found that this Ordinance is consistent with the Comprehensive Plan and will promote the public health, safety, and welfare of the Community; and,

WHEREAS, the Town Commission of the Town of Melbourne Beach, after duly noticed public hearings, has determined that the amendments to the Land Development Code, provided for in this Ordinance are in the best interests of its citizens and promote the general health, safety, and welfare of the residents of the Town of Melbourne Beach;

NOW, THEREFORE, BE IT ENACTED BY THE TOWN OF MELBOURNE BEACH, FLORIDA:

SECTION 1. That, Article VI, Section 7A-102, Appendix “A,” of the Town Code of the Town of Melbourne Beach, Florida, is hereby amended to read as follows:

§ 7A-102. LIMITATIONS.

No proposal for a zoning change or amendment affecting particular property or properties shall contain conditions, limitations, or requirements not applicable to all other property in the district to which the particular property is proposed to be rezoned, except where such conditions, limitations, or requirements are voluntarily proffered by an applicant proposing a zoning change or amendment as part of a statutory or non-statutory Binding Development Agreement.

SECTION 2. That, Article VI, Section 7A-103, Appendix “A,” of the Town Code of the Town of Melbourne Beach, Florida, is hereby created to read as follows:

§ 7A-103. ~~RESERVED~~BINDING DEVELOPMENT AGREEMENTS.

(a) For purposes of this article, *Binding Development Agreements* are defined as agreements voluntarily proffered by applicants proposing a zoning change on a particular property or properties that propose conditions, limitations, or requirements not applicable to all other

property in the district to which the particular property or properties is proposed to be rezoned. Binding Development Agreements may only be utilized in proposals for zoning amendments and may only propose conditions, limitations, or requirements that are more restrictive than those found in the zoning district to which a property or properties is proposed to be rezoned. A Binding Development Agreement may provide for specific conditions of site development or dedications, such as those reflected on site or subdivision plans, but only to the extent that such plans are proposed as part of a proposal for rezoning. Binding Development Agreements may be either statutory or non-statutory.

(1) *Statutory Binding Development Agreements.* Statutory Binding Development Agreements are those adopted in accordance with the Florida Local Government Development Agreement Act, Fla. Stat. Sec. 163.3220 through Fla. Stat. Sec. 163.3243 or as may be amended.

(2) *Non-statutory Binding Development Agreements.* Non-statutory Binding Development Agreements are those adopted under the authority of the home rule powers of the Town under Article VIII, Section 2 of the Constitution of the State of Florida and F.S. ch. 166.

(b) An applicant proposing a zoning change or amendment affecting a particular property or properties may voluntarily proffer conditions, limitations, or requirements not applicable to all other properties in the district to which the particular property or properties is proposed to be rezoned by way of a statutory or non-statutory Binding Development Agreement.

(c) Statutory and non-statutory Binding Development Agreements may be considered by the Planning and Zoning Board and the Town Commission as part of any proposal for zoning change or amendment affecting particular a property or properties.

(d) An approved statutory or non-statutory Binding Development Agreement shall be recorded in the Public Records of Brevard County, Florida and shall act as a restrictive covenant which runs with the particular property or properties subject to the Binding Development Agreement.

(e) Unless otherwise provided by law, the initial term of a statutory or non-statutory Binding Development Agreement may not exceed thirty (30) years, but may be automatically extended for an unlimited number of successive defined renewal periods upon the mutual consent of the Town and the applicant for rezoning at the time of adoption of the Binding Development Agreement after an initial public hearing. A public hearing for the consideration of a Binding Development Agreement may be noticed and held in conjunction with a public hearing for a proposal for rezoning.

(f) Nothing in this section shall obligate the Planning and Zoning Board or Town Commission to consider or approve any proposed Binding Development Agreement, nor shall this section be interpreted to create any independent cause of action against the Town of Melbourne Beach arising from the denial of a proposed Binding Development Agreement by the Town Commission.

SECTION 3. Severability/Interpretation.

(a) In the event that any term, provision, clause, sentence or section of this Ordinance shall be held by a court of competent jurisdiction to be partially or wholly unenforceable or invalid for any reason whatsoever, any such invalidity, illegality, or unenforceability shall not affect any of the other or remaining terms, provisions, clauses, sentences, or sections of this Ordinance, and this Ordinance shall be read and/or applied as if the invalid, illegal, or unenforceable term, provision, clause, sentence, or section did not exist.

(b) In interpreting the provisions of this Ordinance, the following rules and symbols shall apply:

(1) Words underlined are additions to existing text.

(2) Words ~~stricken through~~ are deletions from existing text.

(3) Asterisks (* * *) indicates a deletion from the Ordinance of text existing in the Code of Ordinances. It is intended that the text in the Code of Ordinance denoted by the asterisks and not set forth in this Ordinance shall remain unchanged from the language existing prior to adoption of this Ordinance.

SECTION 4. Codification. The provisions of this Ordinance shall be codified as, and become and be made a part of, the Town of Melbourne Beach Code of Ordinances. The sections of this Ordinance may be renumbered or re-lettered to accomplish such intention.

SECTION 5. Ordinances and Resolutions in Conflict. All ordinances or resolutions or parts thereof that may be determined to be in conflict herewith are hereby repealed.

SECTION 6. Effective Date. This Ordinance shall become effective upon adoption.

SECTION 7. Adoption Schedule.

PASSED by the Town Commission of the Town of Melbourne Beach on first reading on the 19th day of August, 2020, and ADOPTED by the Town Commission of the Town of Melbourne Beach, Florida, on final reading on the 16th day of September, 2020.

TOWN OF MELBOURNE BEACH, FLORIDA

By: _____
JAMES D. SIMMONS, Mayor

ATTEST:

(TOWN SEAL)

Jennifer Torres,
Town Clerk

Attachments:	AS shown with attachments: P&Z Feb 4, 2020 minutes, March 3, 2020 minutes recommendation to the Commission on RV & Boat Ordinance 7A-67 changes, RTCM March 18, 2020 minutes showing the discussion and vote of 5 -0 from the commission accepting the P & Z recommended March 3, 2020 changes.
Date Prepared:	July 25, 2020
Prepared By:	Commissioner Quarrie
Meeting Date:	August 5, 2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input checked="" type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Ordinance 7A-67
Recommended Action:	There is no reason to start the process over and have additional cost when the recommended Ordinance 7A-67 changes were already voted 5-0 to be put in place. This included 12 residents in favor of the changes at P & Z Feb. meeting with 1 opposed.
Background Information:	<p>Please review the minutes from P&Z Feb and March meetings and RTCM March 18th.</p> <ul style="list-style-type: none"> • P&Z Feb 4, 2020 minutes to bring it back to the next meeting. • The next meeting minutes on March 3, 2020 clearly shows recommendation to the Commission on RV & Boat Ordinance 7A-67 changes. • RTCM March 18, 2020 minutes showing the discussion and vote of 5 -0 from the commission accepting the P & Z recommended March 3, 2020 changes. <p>At the July RTCM it was misstated regarding P & Z thoughts about splitting the RV's from Boats. The discussion regarding that split was brought up in discussion prior to the 5-0 vote by the commission to have the Town Attorney prepare the Ordinance 7A-67.</p> <p>Ordinance 7A-67 has all changes voted on and recommended by P&Z 3-2 and the Commission 5-0.</p>

Town of Melbourne Beach

PUBLIC NOTICE

MINUTES

**PLANNING & ZONING BOARD MEETING
TUESDAY FEBRUARY 4, 2020 @ 7:00pm
COMMUNITY CENTER – 509 OCEAN AVENUE**

Board Members:

Chair David Campbell

Member Kurt Belsten

Member April Evans

Member Douglas Hilmes

Member Daniel Gonzalez

Alternate Member Libby Brown-Brock

Alternate Member/School Board Representative Christian Lindbaek

Staff Members:

Town Manager Elizabeth Mascaro

Town Clerk Nancy Wilson

Town Attorney Clifford Repperger

Town Planner Corey O’Gorman

I. CALL TO ORDER

Chairman Campbell called the meeting to order at 7:00 p.m.

II. ROLL CALL

Town Clerk Wilson led roll call:

Present:

Chairman Campbell
Member Belsten
Member Evans
Member Gonzalez

Staff Present:

Town Manager Mascaro
Town Clerk Wilson
Town Attorney Repperger

Absent:

Member Hilmes

III. APPROVAL OF MINUTES

A. January 7, 2020

Member Evans made a motion to approve the minutes from the January 7, 2020 meeting; Member Belsten seconded. Motion carried 4-0.

V. NEW BUSINESS

Request from the Town Commission to review section 7A-67 of the Code, specifically:

- recreational vehicles and sheds on corner lots

Chairman Campbell said that the Code, section 7A-67, currently reads that *on any corner lot, no trailer, boat or recreational vehicle shall be located in front of the front building line of any side of the structure which abuts a street unless the boat, trailer or recreational vehicle is sheltered from view*. He asked the Town Manager if *sheltered from view* is interpreted to mean completely sheltered from view. She answered in the affirmative. He said he doesn't read it that way; if a fence is erected or vegetation is planted, that should satisfy the Code requirement of being sheltered from view. The Town Manager said the issue of a boat parked on a corner lot went before the Code Enforcement Board. They put up a fence and have bougainvillea planted but the bridge of the boat is still visible so the resident was found to **not be in compliance because it wasn't completely obstructed from view**. Chairman Campbell said the choices are then to have no additional restrictions on trailers, boats or recreational vehicles parked on corner lots or modify the Code to indicate that a 6 foot fence would satisfy the requirement **even though it wouldn't obscure the entire vehicle or boat**. Member Gonzalez said the question is if corner lots are to be treated differently from any other

property. If partial obstruction is allowed on a regular lot, he doesn't see why corner lots shouldn't be treated the same. Member Evans said it's because there's visibility from the side street.

- length restrictions

Code: *Trailers, boats and recreational vehicles which exceed 26 feet in overall length, whether powered or unpowered, shall not be parked, stored or placed on any residential lot located within the Town except for purposes of active loading and unloading.* The Town Planner said that Indialantic

allows 40 foot vehicles and North Palm Beach, whose Code is similar to ours, allows 30 foot vehicles. Maybe the Code should be changed to increase the current length. **Member Gonzalez said 26 feet is a reasonable yet arbitrary**

number; he doesn't see any reason why any size trailer, boat or recreational vehicle can't be allowed as long as they are parked in compliance with our

Code. There's no proposal to suggest reducing the allowed length. Member Evans asked what kind of vehicle is necessary to pull larger boats and RV's; at some point, it wouldn't be possible to park a vehicle and the necessary truck to pull it. Chairman Campbell thinks between 30 and 40 feet would be reasonable. Town Manager Mascaro said the length of the trailer has to be taken into consideration along with the length of the recreational vehicle itself.

- height restriction of garages

Chairman Campbell doesn't want to increase the allowable height (28 feet) for garages. He added that keeping the Code intact on this matter is the best solution, otherwise, they could be opening a can of worms. In response to a question, he said if a garage is connected to the house it can be 28 feet in height even if the house is lower; it has to be part of the primary structure. If it's not connected to the house, it can't be higher than the house. **No code change recommended.**

- recreational vehicles connected to utilities

Code: *Trailers, boats and recreational vehicles or any combinations thereof, shall not be connected in any manner to utilities except for the purpose of charging batteries thereon.* The suggestion is to be able to hook up electric for maintenance only. Member Evans said aside from charging batteries,

electric may be used to run dehumidifiers. **The Board members have no problem with electric being connected to a recreational vehicle for maintenance purposes.**

- time allowed for active loading and unloading of recreational vehicles

Code: *reasonable amounts of time are allowed for the loading and unloading of cargo trailers and for trailers, boats and recreational vehicles that are 26 feet or less in length. For trailers, boats and recreational vehicles over 26 feet in length, the time allowed for active loading and unloading is 2 6-hour periods in any seven consecutive day period.* Member

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Evans said “reasonable” to one person may not be “reasonable” to another. Member Gonzalez said he’d like to know how other jurisdictions handle this matter.

- during time of disaster allowing exceptions for trailers, temporary housing
Chairman Campbell said this is already allowed in the Code, section 16-3 gives the Town Commission the ability to allow exceptions on this issue during emergencies: *The Town Commission can make provisions for the availability and use of temporary emergency housing and the emergency warehousing of materials. No change.*

VII. PUBLIC COMMENT

Sherrie Quarrie
701 Pine

Ms. Quarrie thanked the Board for taking the time to look into this matter. While doing some research before the meeting, she found that we have 116 recreational items on properties (property appraiser arials) so there are a lot of residents who have a vested interest in this issue. From residents who have talked to her, their concern is that we continue to restrict living in RV’s. Regarding boats, there were a lot of things put in the Code in the 1980’s that don’t pertain to todays living. She went on to list events and activities that happen now that didn’t happen 40 years ago such as fishing tournaments, red snapper weekends, lobster season, etc. The many events and activities that take place now require that boats and recreational vehicles need to be outfitted which takes a couple of days. It can’t happen in 6 hours which is why she was cited for her boat being parked in front of her house. Ms. Quarrie also didn’t see why cargo trailers are an issue. If a person’s cargo trailer or any recreational vehicle fits in their yard, behind the front line of the house, length should not be a big deal; she said that’s what a lot of residents are saying. She said regarding corner lots, some don’t have back yards and others can’t access their back yards without crushing sidewalks and storm drains. She also asked them to address the time allowed for loading and unloading; more time is needed. Also, maybe accessory structures should be addressed on a case by case basis.

Ted Funkhouser
509 Banyan

Mr. and Mrs. Funkhouser moved to Melbourne Beach in 2009 after travelling around the county looking for a great place to live. They found Melbourne Beach, they loved the Town, loved the people and loved that the Town had ordinances. It isn’t like other beach communities that allow boat parking year round in driveways, etc.

His input regarding the 6 issues being addressed:

1. Thinks corner lots should be treated like interior lots
2. Length restriction was written a long time ago and should be updated to allow for longer recreational vehicles even up to 45 feet
3. Garage height - no comments
4. **RV's** attached to utilities is fine if it is electric only; if hooking up to water and sewer is permitted, people will live in **the RV's** and it will be hard to control or enforce. He says no water or sewer hookups should be allowed
5. Loading and unloading time of 6 hours is ridiculously short; several days for loading and unloading should be sufficient
6. No comment on emergency housing and storage

Jeff Saraka
508 Banyan

Mr. Saraka has lived in Town for 45 years. He said if a boat is parked behind the house it should be OK. **He's** had a 40 foot boat/trailer behind his house for 5 years; **he didn't know there was a 26** foot limit. He said there are some people with other interests who have lived here for 5 years who want to change things; if the change is **in the best interest of the Town, that's OK.** He said if a boat or RV is too big, it's too hard to maneuver so it **wouldn't be practical on our sized lots.** In conclusion, **he thinks parking for unloading/loading boats and RV's should be allowed for 3 days** no more than twice a month is sufficient.

Warren Hardman
320 6th Avenue

Mr. Hardman and his wife moved to Melbourne Beach in 1997 **and they've had a** boat parked next to their house (on a corner lot) since that time. There was a fence around it until the 2004 storms took it down. They then put up a 6 foot fence and planted bougainvillea (about 8 feet high) such that all that can be seen is the railing and a little bit of the windshield of the boat. When first cited, he put up another fence in front of the boat so from Oak, very little of the boat can be seen. He read **from Melbourne's code that says all recreational vehicles/boats may be parked on a** side corner yard if located behind a 6 foot opaque fence or parked behind the required side setbacks. It does not say completely out of sight. Why, after more than 20 years, has this become an issue?

Dan Brunger
400 6th Avenue

Mr. Brunger also lives on a corner lot and has lived here for 20 years. He has a 26 foot travel trailer and in 2018 he received a citation stating that he needed to move **his trailer because it wasn't in compliance.** He also received a citation about having his travel trailer parked in front of his house too long for loading and unloading. He currently has no recreational vehicle. He thinks that RV owners should be actively involved in the process of determining what should and **shouldn't be**

allowed. He thinks the length restriction of 26 feet is an arbitrary figure and should **be increased. Also, he said that parking out front to load and unload can't happen in 6 hours – more time is needed.** In conclusion, he also thinks that corner lots should be treated the same as interior lots **and RV's should be able to plug into electric** without restrictions.

Matt Brandli
415 Hibiscus

Mr. Brandli said he also received a citation. One of the reasons he purchased his property is because it already had a concrete pad alongside the house to **accommodate a boat. He's lived in the house since 2010 and grew up here.** He said Melbourne Beach is a beach town and is laid back which is what he likes about it. There are a lot of people in Town who travel via RV or go boating. The old Code Enforcement Officer (Bob) said there was no length restriction and as long as it is **parked behind the front line of the house, there's no issue.** This is the first time **he's heard of the 26 foot limit. He also doesn't have a fence in front of his boat (now RV) and it's been there for 9 years.** Recently he received a citation saying his RV was too long but nothing that said he needed a fence in front of it. He keeps the RV plugged in for maintenance reasons and feels that as long as a recreational **vehicle doesn't stick out past the front line of the house, it should be permitted.**

Thijs Stelling
610 Mango

Mr. Stelling was also issued a citation. He said that trailers add many feet to the overall length. He also lives on a corner lot but has plenty of room on the north side of his house and has a wide driveway so he can easily get in and out even with his long RV. He agreed that water and sewer hook ups should not be allowed as well as prohibiting the use of an RV for living quarters. This is his first time hearing about the 26 foot restriction – **by today's standards, 26 feet is considered small. Hooking up to power is reasonable for maintenance. In conclusion, Mr. Stelling said that it's private property and everybody pays a lot of taxes so there shouldn't be so many** restrictions.

Chris Schultz
409 Hibiscus

Mr. Schultz said he has a monster fifth wheel trailer parked next to his house **that's** not owned by his neighbor. He said the RV has been used as living quarters and recounted the dates when it has been occupied. The Code Enforcement Officer got the owners to at least close the slides. The Code Officer talked to the neighbor who said nobody was living in the RV but Mr. Schultz knows they are. The RV is taller and longer than his house and sits on his lot line. Further, a realtor told him that having that RV parked there would lower the value of his property. There must be rules and ordinances in place to prevent this nonsense. He filed another complaint

about lights going on and off in the RV at night; doors being opened and shut and said it is still connected to water and sewer. Chairman Campbell reminded him that he is discussing a Code Enforcement matter so Mr. Schultz moved on. In the Comprehensive Plan it says to care for existing properties, maintain the residential character of the Town and install community pride. Some of the people in the **room don't think it's a big deal because one of them isn't parked next to them. Is** the Town going to open the floodgates to allow more of this?

Kara Parks

1902 Neptune Drive

Ms. Parks said regarding the restrictions on the length of RV's - we live in a recreational community and a lot of people indulge in those activities. A lot of people are retired and they moved here to be able to enjoy our climate and the **associated activities. She said there shouldn't be a restriction on length as long as** it is parked behind the front line of the house.

Frank Coughlin

406 1st Avenue

Mr. Coughlin said Brevard County has no limit on the length of boats and RV's. **45 feet is a reasonable length to allow since it's probably the longest that would be** feasible in Town. Regarding height, you have to be able to get under bridges so height is automatically limited. He agreed that corner lots should be treated like center lots since they are restricted by having 2 fronts; they should be able to have a fence to mostly obscure their recreational vehicle. In conclusion, he said he agrees with extending the time to load/unload.

Paul Carlson

400 River View Lane

Mr. Burgess said he bought a house here 2 years ago **that's on a sweeping corner.** He purchased a boat last year and was cited 2 days later because the boat was in front of the front line of his house. **However, he's not able to park behind the front line because of the shape of his lot but he's been trying hard to comply to the Code. He's been trying to get somebody to build a lift behind his house but, again, access** is limited. He added that a limit of 26 feet for an RV is antiquated; most are over 30 feet. Boats over 30 feet, on the other hand, are different because boats that size would be difficult to negotiate. He agreed that more time should be allowed for the loading/unloading of boats and RV's. **He wants to be part of the solution.**

Brad Cushing

403 Anchor

Mr. Cushing said length shouldn't be an issue if it is parked behind the front line of the house. RV's should not be lived in, therefore, sewer and water should not be hooked up, however, he keeps the boat connected to electricity for maintenance

reasons.

Chris Schultz
409 Hibiscus

Mr. Schultz said he went to Town Hall and received a report that there are 16 boats and RV's in violation.

Mike Kalajian
524 Sunset

Mr. Kalajian has lived here for 46 years and built a house to accommodate a 32 foot boat which can barely be seen. He **doesn't understand why there's an issue with** length.

Chairman Campbell said he wants language from the Town Planner prior to making recommendations to the Town Commission regarding the matters discussed. They also want more data about allowed lengths from other entities. In summary:

- recreational vehicles and sheds on corner lots
Opinion is that a fence is **all that's needed on corner lots** and that they should be treated like inside lots.
- length restrictions
More research requested prior to making suggestion.
- height restriction of garages
The Code should remain intact regarding height restrictions. As a side note, a garage can be taller than the primary structure if it is attached to it.
No Action.
- recreational vehicles connected to utilities
Opinion is **that RV's need to be connected to electric for maintenance reasons** not just for battery charging. There was no support for allowing people to live in an RV, **thus sewer and water hookups shouldn't be allowed** since it would be hard to determine if an RV is inhabited
- time allowed for active loading and unloading of recreational vehicles
Opinion is that the time is not long enough for loading and unloading; most said 3 days was fair.
- during time of disaster allowing exceptions for trailers, temporary housing
This matter is addressed in 16-3 of the Code.

No Action.

Chairman Campbell said that the Planning & Zoning Board only makes recommendations to the Town Commission; they then make the final decisions. The Chairman **doesn't want to leave length unrestricted**, somebody will abuse it. Maybe 40-45 feet should be the limit. He also said

the restriction that recreational vehicles must be completely obscured on side lots is stupid; a fence should be adequate. Finally, being hooked up to electric only should be OK as should allowing more time for loading/unloading.

Member Evans said one issue she heard is the situation where an RV is not owned by the property owner. Nothing was said about renting side lots for RV parking though zoning would most likely prohibit it. Maybe there could be a requirement that it had to be registered to the owner of the house. Chairman Campbell said tackling this subject might open a can of worms.

In conclusion, Chairman Campbell wants to come back next month after getting input from the Town Planner and then send recommendations to the Town Commission. Somebody from the audience asked what the people with citations should do to which the Chairman answered that the Planning **Board can't do anything** enforcing ordinances. There is a moratorium on enforcement of **RV's** parked on corner lots but there is not a moratorium on enforcement of length violations.

Matt Bramly

415 Hibiscus

Mr. Bramly said he received a citation about the length of his vessel and **he doesn't know what to do now. The Town Manager told him to call** Town Hall on the following day.

VIII. REPORTS: TOWN MANAGER AND TOWN ATTORNEY

No reports

IX. ITEMS TO BE ADDED TO THE AGENDA FOR FUTURE MEETINGS

After further research, the review of section 7A-67 of the Code will be brought back before the Planning & Zoning Board on March 3, 2020.

X. ADJOURNMENT

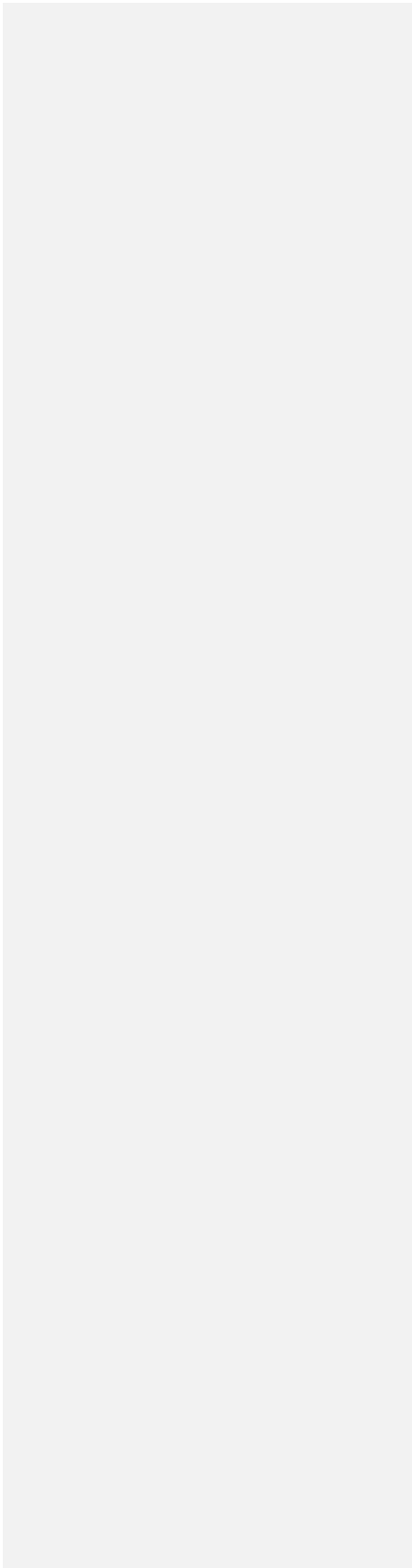
Meeting adjourned at 8:14p.m.

Member Gonzalez made a motion to adjourn; Member Evans seconded. Motion carried 4-0.

ATTEST:

David Campbell, Chairman

Nancy Wilson, Town Clerk



Town of Melbourne Beach

MINUTES

PLANNING & ZONING BOARD MEETING TUESDAY MARCH 3, 2020 @ 7:00pm COMMUNITY CENTER – 509 OCEAN AVENUE

Board Members:

Chair David Campbell
Member Kurt Belsten
Member April Evans
Member Douglas Hilmes
Member Daniel Gonzalez

Staff Members:

Town Manager Elizabeth Mascaro
Building Assistant Beth Crowell
Town Attorney Clifford Repperger
Town Planner Corey O’Gorman

I. CALL TO ORDER

Chairman Campbell called the meeting to order at 7:02 p.m.

II. ROLL CALL

Building Assistant Crowell led roll call:

Present:

Chairman Campbell
Member Belsten
Member Gonzalez
Member Evans
Member Hilmes

Staff Present:

Town Manager Mascaro
Town Attorney Repperger
Building Assistant Beth Crowell

III. APPROVAL OF MINUTES

A. February 4, 2020

Member Belsten made a motion to approve the minutes from the February 4, 2020 meeting; Member Evans seconded. Motion carried 5-0.

V. NEW BUSINESS

A. Site Plan Review for 1904 Rosewood

This project is an addition to a single family home. Lot area, lot coverage, maximum height and setback requirements were met.

Member Belsten made a motion to approve the site plan for 1904 Rosewood; Member Evans seconded. Motion carried 5-0.

VII. OLD BUSINESS

A. Discussion regarding section 74-67 of the Melbourne Beach Land Development Code

Chairman Campbell said he reviewed state of Florida restrictions of motor homes which limits them to 45-feet and trailers to 40-feet. Melbourne Beach Town Code currently limits trailers, boats and trailers to 26-feet. The Chairman feels this is outdated and asked the board to share their opinions.

Member Hilmes expressed concern with lumping boats and RVs into same category because of the difference in height. He believes the board should consider regulating them separately or institute a height limit. He pointed to the fact that a boat has very little protruding above a fence line but an RV has a sizeable amount above the fence line. He feels RVs are much more obtrusive to neighborhoods and property.

Member Hilmes has seen many RVs throughout town with some that are twice his own height and very imposing. Others are pushed up against the rear fence of the house **pushing against the neighbor's property. He has no issue with increasing boat length**

because they are not as objectionable as RVs.

Member Hilmes said he reviewed the ordinance in Palm Beach and their maximum height is 12-feet. The ordinance there also contained a lot of verbiage about screening. He said he does not want to restrict people from having an RV or a boat but it should not intrude on a neighbor.

Member Belsten pointed out **he doesn't think length is the issue so much as** where the RV is parked – behind the house or on the side of the yard.

Member Hilmes referred to a situation in town where a 45-foot RV is parked the front/side of a house, about 3-4 feet off property line - and when the homeowner extends out the RV sliders, the sliders are less than 10-inches from the fence line – and the issue of whether you are allowed to put sliders out when you are supposedly storing an RV needs to be addressed. We could require they are stored in a collapsed state which also prevents people from living in there.

Member Evans said that perhaps adding a discussion about height should be part of a future meeting agenda.

Member Belsten said separating the rules overseeing boats and RVs may be something to consider because he believes boats are less intrusive.

Member Hilmes said specific vegetative screening should also be required of RV owners.

Chairman Campbell asked Member Belsten to clarify if he wanted to require RV owners to have a vegetative screen to cover the structure.

Member **Belsten said yes and other ordinances he's looked at recommended certain** plants and require the vegetative screen has to grow in 2-3 years, with required setbacks to keep it from encroaching on neighbors

The Chairman then asked the board what they thought, saying that personally he did not see a need to separate them. He then asked for opinions on what the length limit should be.

Members Evans said she had no problem with the state limits of 45-feet.

Chairman Campbell turned the conversation to corner lot and said that right now the **way it's being interpreted by town; you can't put an RV or a boat on the street-side** corner of a corner lot without completely screening it.

Member Evans said she would have interpreted "screening" as the 6-foot fence she already has - or vegetation – but in her mind - the requirement was never meant to be interpreted as having to totally obscure the boat or RV, but she does think the Town should retain some type of screening requirement on those corner lots.

Member Hilmes suggested using a triangle method to preserve side lines so you don't block too much of the view of someone turning.

The Chairman read the current ordinance and in his opinion it does not require screening to completely shelter the RV or boat.

Member Evans said it appears to be a matter of interpretation and suggested they modify the wording to clarify.

Member Hilmes said in regard to screening he thinks some good suggestions and ideas on how to screen have been made and his main concern is not to impede on neighbor's property. He suggested the board move on and specifics on the topic can be raised at a future date.

Moving on, Chairman Campbell asked for input on the issue of RVs connected to utilities.

Member Evans said she thinks it should be electric only for running A/C, heat.

Chairman Campbell said currently it now says - except for the purpose of charging batteries. He said we could change that to - except for the purpose of vehicle maintenance.

Member Evens asked if running a dehumidifier was considered maintenance – and Chairman Campbell said he believes it is.

The Town Attorney agreed and said his understanding was that it limited use to electric only.

Member Hilmes said **that's** reasonable because with anything else you run the risk of people living in the RV.

Member Belsten said some of the towns have ordinances that vehicles must be registered and maintained in good order – and he felt that they should at least require a valid registration.

The board agreed to consider this.

The Chairman then opened the topic of time allowed for active loading and unloading of recreation vehicles for discussion.

The board agreed that 48 hours is reasonable and sufficient.

Member Hilmes asked about putting a limitation of how many times they can do this in a 30 day period and the board agreed not to add this in as it appeared to be

micromanaging.

Member Hilmes went back to the topic of screening and felt verbiage for RV screening should include being concealed from the property line. Member Belsten and Chairman Campbell expressed concern over what material the screening would be made from.

Hilmes said **doesn't want to take away someone's right to own an RV but wants to protect** the rights of neighboring properties.

Member Evans understands Member Hilmes sentiment but feels it would be hard to regulate.

Member Hilmes suggested a three-foot setback in order it to give code enforcement more teeth to deal with issues.

Member Hilmes asked Town Manager Mascaro why code enforcement was not more aggressive towards a property he feels is in violation with someone living in their RV.

Town Manager Mascaro responded that code enforcement has been to the property in question many times - as have the police department - on evenings, weekends – but there is no offense present anytime they have been out.

VIII. PUBLIC COMMENT

Sherrie Quarrie
701 Pine Street

Ms. Quarrie presented photos to the board and said she does not know how we would enforce an owner completely obscuring an RV or boat – no matter what size it is – they will not be obscured by a 6-foot fence. If **you don't want to look at something your neighbor has then create your** own landscaping. Making landscaping tied to RVs or boats is not a fair method. The person upset should be the person to fix it. Ms. Quarrie also **says any registration process for RVs doesn't take into account guests** and visitors and in relation to screening on a corner lots – **it's not fair to** make their standards higher. She felt that perhaps the idea of making fences higher should be considered.

Chris Schultz
Hibiscus Trail

Mr. Schultz said his biggest concern is maintaining the residential

character of the town and changing the RV/boat length limit from 26-feet to 45-feet can adversely affect the property value of his home. He said he did think some revisions on corner lot should be made.

Joe Marchese
310 1st Ave.

Mr. Marchese said don't write anything you can't enforce.

Member Hilmes addressed the comment about making sure you can enforce the rules you write – he said we have to have rules or we have a free for all but we do have to make sure they are easy to enforce. He also addressed the idea of collapsing RVs when not in use so people are not living in them – and state that they can be opened for maintenance but not overnight.

The Town Attorney asked for the board's recommendations for each item brought to them by the commission for consideration. The board did not address the issue of sheds.

Member Hilmes made a motion to recommend separating boats and RVs in the code; Member Belsten seconded the motion. The vote was 3 nays and 2 ayes. Motion failed.

Discussion concluded with the following proposed changes to Ordinance 7A-67:

- RVs parked on a corner lot must be shielded with fence or vegetative cover but the words “shelter from view” should be stricken.
- The board agreed to a maximum length for boats with trailers or RVs – or a combination of both - should be 45-feet.
- RVs should be connected to electric for purposes of maintenance only.
- Time allowed for loading and unloading boats and RVs is 48 hours.
- A new three-foot setback from the lot line for parking.
- Corner lots fence or vegetative cover must substantially shield from view – but not required to totally shelter from view.
- RVs should be stored in a collapsed state.

Member Gonzalez made a motion to recommend the Town Commission move forward to draft an ordinance that incorporates the suggested changes; Member Evans seconded. Motion carried 3-2 with Member Hilmes and Member Belsten dissenting.

IX. REPORTS: TOWN MANAGER AND TOWN ATTORNEY – No reports

Member Evans asked the Town Manager to ask the commission to consider separating boats and RVs.

X. ITEMS TO BE ADDED TO THE AGENDA FOR FUTURE MEETINGS - None

XI. ADJOURNMENT

Member Hilmes made a motion to adjourn; Member Belsten seconded. Motion carried 5-0.

The meeting adjourned at 8:38 pm

ATTEST:

David Campbell, Chairman

Jennifer Torres, Interim Town Clerk

Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING WEDNESDAY MARCH 18, 2020 at 6:30 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

MINUTES

**The Town Commission conducted a Regular Town Commission Meeting
on Wednesday March 18, 2020 in the Community Center
to address the items below.**

Commission Members:

Mayor Jim Simmons
Vice Mayor Wyatt Hoover
Commissioner Steve Walters
Commissioner Sherrie Quarrie
Commissioner Corey Runte

Staff Members:

Town Manager Elizabeth Mascaro
Interim Town Clerk Jennifer Torres
Town Attorney Clifford Repperger

X. Old Business

- A. Consideration of revising Ordinance 7A-67 – Review recommended changes to the Ordinance by the Planning & Zoning Board.

Mayor Simmons explained that the Commission requested this issue go to Planning & Zoning for their recommendations and after meeting March 3, 2020, they made the following recommendations:

- The maximum length of boats with trailers and RVs not exceed 45-feet.
- RVs allowed to be connected to electric for purposes of maintenance only.
- Time allowed for loading and unloading boats and RVs changed to 48 hours (was 6 hrs).
- Require a three-foot setback from the side lot line for parking.
- Corner lots must have a fence or vegetative cover that substantially shields boat or RV from view – but it is not required to totally shelter it from view.

The Mayor said the P & Z board considered a motion to recommend separating boats and RVs in the code – but it didn't pass. However he said they asked the Commission to consider the issue.

Going through the recommendations one by one, discussion stalled on the first recommendation of increasing length limits because Vice Mayor Hoover had some reservations – so they moved on to allowing RVs to connect to electric for maintenance only – and all agreed.

Moving on to allowing 48 hours for loading and unloading boats – Vice Mayor Hoover asked what the current allowed loading time is.

Commissioner Quarrie responded that it is currently six hours

Mayor Simmons said it used to take his parents a week to get their RV ready.

Vice Mayor Hoover said 48-hours is reasonable and Commissioner Runte and Commissioner Quarrie agreed so the recommendation was accepted.

The Mayor said one of the recommendations for was a three-foot setback from the lot line for parking.

Commissioner Quarrie said she didn't think this was necessary and didn't want to mandate any setbacks. Commissioner Runte, Commissioner Walters and Mayor Simmons agreed. Vice Mayor Hoover wanted to keep the three-foot setback.

After some discussion on whether the use of Bamboo can create an invasive issue and taking into consideration the opinions of Commissioner Quarrie and Commissioner Runte who believe that if you don't like the way a neighbor's yard looks – you should shield the view with shrubs or other vegetation, the Commission was in unanimous agreement to accept the recommendation that the fence or vegetative cover on corner lots should substantially screen a boat or RV from view – but is not required to totally shield it from view.

The Mayor then asked if there was any discussion on the issue of separating boats and RVs in the code.

Commissioner Quarrie asked if agreeing to this would require having to rewrite the whole section and the Mayor responded that he thought it would.

Commissioner Runte asked if they could get more information on the intent of this request and learn more about the specific differences between boats with boat trailers and RVs.

Town Manager Mascaro said the issue is one of height and RVs are considered by some to be more offensive because of their massive structure.

Public Comment

*Chris Schultz
409 Hibiscus Trail*

Mr. Schultz said Planning & Zoning was tasked with the issue of recommending a change in length limits – not separating them in the code – or discussing having neighbors take responsibility for shielding eyesores on their own. Mr. Schultz said he felt the Planning & Zoning Board was biased. He then referred to an unappealing bus he said is parked on Flamingo Ave. and pointed out that changing the Ordinance from 25-feet to 45-feet would allow school buses such as this in Town.

He said RVs are already being used as temporary housing units and we do not want Melbourne Beach to become an RV park because he said it violates our personal, peaceful domain.

Mayor Simmons wanted to clarify that Planning & Zoning is an advisory aboard and the Commission does not require their consent.

Commissioner Runte asked Mr. Schultz how the issues are going with his neighbor and wanted to know if they've gotten better.

Mr. Schultz said yes – and added that he reports his issues to the Town online with photos.

Commissioner Runte asked how long his issues have been going on –estimating it was about five years.

Mr. Schultz said yes it has been five years and that the RV in question creates a billboard affect because it extends 8-feet above his fence and is massive. He said Realtors have told him they can't conduct showings of his house because of the neighbor's RV – and asked the Commission to "do the right thing" adding that Melbourne Beach is a cute Town and we can't just give it away by following destructive trends. He said he wants to see action.

Commissioner Quarrie asked Mr. Schultz why he hasn't put in a hedge or any other plants in to cover it - if he has been dealing with this issue for five years.

Mr. Schultz responded that the RV is taller than his house and reaffirmed that the code is 26-feet.

*Doug Hilmes
443 Riverview Lane*

Mr. Hilmes told Town Manager Mascaro he was disturbed she hasn't followed up with Mr. Schultz on these issues. He said when he filled out a form online – he cc'd her - and didn't get a response.

Mr. Hilmes said he agrees with Mr. Schultz and believes a 45-foot RV is long and imposing. He said the second issue he wanted to bring up is a correction to the Planning & Zoning draft minutes in that the recommendations to the Commission were made by a motion that was seconded and passed with 3 ayes and 2 nays.

Mr. Hilmes went on to say that boats are not as imposing because very little sticks above the fence and separating RVs from boats made sense but his fellow board members say it will cost more to make the change and the motion failed 2-3. He feels most restrictions should apply to RVs. Mr. Hilmes said one thing that disturbs him about Mr. Schultz's situation is that his neighbor put the sides out on his RV and he had water and sewage lines attached.

As a waterfront property owner, Mr. Hilmes worries what would happen if someone on a neighboring property brought in an RV that blocked his view and told the Commission that if they don't think there are derelict RVs in Town – there are.

He asked the Commission to imagine how they would feel if an RV like the one neighboring Mr. Schultz's property – was parked near their property – and added that he doesn't feel it's fair to ask a neighbor to be responsible for screening that kind of RV. He then suggested the Commission members visit Mr. Schultz's house so they can see the RV in question for themselves.

Mr. Hilmes said if we allow a 120-square foot, 9 1/2 foot tall shed against a neighbor's fence – they should understand that a 45- foot RV is a wall.

Mr. Hilmes also stated that the Planning & Zoning board feels 48-hours is a good time for loading and unloading boats – but if the Commission decides to extend that time – they should also consider limiting how many times an owner can do it within a 30-day period.

Deborah Marchese
310 1st Ave.

Ms. Marchese wanted to point out that it wasn't just Commissioner Quarrie who felt that property owners should take steps to shield eye sores on neighboring properties themselves. She said a lot of people feel that way. Ms. Marchese said she has a decrepit house behind her and an RV next to her and she planted beautiful Areca Palms to shield the offending views. She believes that if you are offended – either get over it or do something yourself – and as far as a view – she said you own the view up to your property line. Ms. Marchese added that there has been a cargo trailer parked on 1st Avenue for two weeks.

Thijs Stelling
Melbourne Beach Exxon

Mr. Stelling said there are a lot of people who like both RVs and boats – including himself. He added that these days you can buy an RV worth more than a home. He feels that if you don't like them - it's a personal agenda and said there is no RV in this world that is 15-feet tall. RVs go out on the sides – not up - and he thinks the maximum height is 12.9-feet.

Mr. Stelling said that if you come to his house, he has an RV in the driveway and his neighbor - Holly Maiden (a realtor) - loves it. Mr Stelling said his property value goes up with an RV but he can understand the concern over people living in them. He said the maximum length of an RV is 45-feet and he did not think they make them longer. He believes it's all personal. Some people like a boat –some like an RV – and he likes both. He said he also likes when his neighbors have toys they can play with and to say it depreciates values is not correct. Mr. Stelling said he made a big driveway for his RV.

Dan Brunger
400 6th Ave.

Mr. Brunger said he owns an RV and his neighbor owns a boat and it's a personal preference because it's your property. He said we should be able to do what we want on our property, but agreed, there are some eyesores in Town. He asked if the proposed setback applies to corner lots and if someone can have an RV on a corner lot as long as it is substantially covered.

The Mayor told him that is what is currently being discussed.

Mr. Brunger thanked the Commission for extending the loading time to 48-hours but wanted to know who would be monitoring this because he feels that some codes are enforced while others are not.

Mayor Simmons said code enforcement randomly drives through Town - many times at odd hours, evening and weekends to find violations. The Mayor said they do not want to put any neighbor in the position of having to report on another.

Mr. Brunger said he felt more code enforcement action needs to be taken. For example, he said there is an above-ground swimming pool on Andrews.

*Doug Hilmes
443 Riverview Lane*

Mr. Hilmes said he wanted to correct one thing – the height of the RV near Mr. Schultz is 13-feet, 3-inches tall.

Mayor Simmons asked the Commission if they wanted to develop an ordinance for boats and RVs together or separately.

Vice Mayor Hoover said they are two different things so we should separate them.

Commissioner Walters, Commissioner Runte and Mayor Simmons each agreed that RVs and boats should be separated in the code.

Commissioner Quarrie said she's not sure where she stands because while she agrees with the sentiments given at this meeting and in previous meetings, she believes an eyesore is a matter of opinion and said that some of the eyesores we have in Town are a much bigger issue than the height of a million-dollar RV.

Commissioner Quarrie said that she and many others will plant – or have planted a hedge if something is offensive about a neighboring property, but said personally she is not offended by a million-dollar RV.

Commissioner Walters said this whole thing started last May when Mr. Schultz tried to get some resolution on the RV issue because someone was living in it and you can clearly see from the road that it's over 26-feet. In fact, he said – it's huge but the code enforcement officer recently wrote a letter to the neighbor of Mr. Schultz that stated he was not in violation - and that upset Mr. Schultz.

Commissioner Walters said the Town needs to do a better job of enforcing the codes so no one thinks they are being singled out and then he believes 99-percent of people will comply. Commissioner Walters went on to say that if you have a 45-foot long RV it wouldn't personally offend him - but if people were living in it

– then it definitely would. He thought that Mr. Hilmes made good comment about separating them because he has water view and the question is - do your rights end when someone else's begin? Commissioner Walters said that's the determination to make.

Mayor Simmons said you are absolutely right that code enforcement should be proactive and not reactive but as far as whether someone is living in an RV, it takes more than having a couple lines hooked up to prove it and we have limits on entering property. He said if we know someone is in violation in the moment - we can cite them at the time - but that can be a challenge.

The Mayor explained that code enforcement misinterpreted the Commission's moratorium and instead of applying it just to corner lots – code enforcement thought it was a moratorium on all properties.

Commissioner Quarrie said she agreed with changing the length limit to 45-feet for both RVs and boats.

Vice Mayor Hoover said he feels strongly about the small town feel of Melbourne Beach but also believes in an individual's right to have what they want on their own property. He asked if 45-feet is the largest possible length for an RV and suggested considering an alternate limit instead of 45-feet – such as 32-foot.

Commissioner Quarrie said a 45-foot RV is as big as they get - but who is going to go out and measure them because an RV a few feet smaller has the same visual impact so unless the Town wants to change the fence height restrictions and allow people to put in a much higher fence - she's not sure how to enforce that.

In relation to the three-foot setback suggested by Planning & Zoning, Commissioner Walters asked if there is a 20-foot boat why they can't have it two-feet from the lot line and suggested that perhaps boats should be allowed closer to the fence - but not RVs. He said he's fine with a three-foot setback for RVs.

Commissioner Quarrie said she can't see it.

Commissioner Runte said he doesn't feel he has enough knowledge about RVs to understand why they should be separated from boats.

Commissioner Walters explained one of the issues people have with RVs is that the sides can be put out and then he said - it's in your face – not just on the far side of a lot.

Commissioner Quarrie said the suggestion was made to require they are stored in a collapsed state.

Commissioner Runte said if someone is storing an RV on a lot with the sides extended out – it's likely someone is living in it.

Mayor Simmons proposed no setback requirements – require that RVs are stored with collapsed sides – and require corner lots shield – but are not required to fully shield.

Commissioner Walters suggested increasing size of the fence height limits.

Commissioner Runte said that would be an eyesore.

Mayor Simmons asked if the Commission could come to some agreement on wording for the screening requirement for corner lots and said he thought the phrase – “substantially shield from view” was acceptable.

Vice Mayor Hoover asked if they should have some clarification on the verbiage – “substantially shield from view.”

Town Attorney Repperger said it was up to the discretion of code enforcement.

Mayor Simmons then suggested they go back to the issue of the recommended change in length to 45-feet.

Commissioner Runte said he has one 22-foot boat with a trailer. Originally, he said, he parked it on his side yard – but personally thought it was an eyesore – so he put it on a lift. He said he also had a neighbor with an eyesore on their property and he decided to plant hedges to obscure it. Commissioner Runte said those hedges are beautiful now and feels that if people consider something on their neighbor’s property an eyesore – but it is up to code – then it is up to you to take care of it. He said he supports increasing the length to 45-feet.

Commissioner Walters said he keeps seeing Mr. Schultz’s neighbor’s RV and said if that was parked in his neighborhood - he would be mad. Commissioner Walters said he thinks they should have a limit on length but isn’t sure what that should be - so he said he would vote with the majority.

Vice Mayor Hoover said he thinks one of the reasons he loves Melbourne Beach is that it’s not an HOA community with restrictions and residents have the ability to do what they want with their property. So in this case, he said, those rights outweigh his preference for a small town and he supports the change to 45-feet.

Commissioner Quarrie said she thinks RVs should be 45-feet.

Mayor Simmons said he understands the importance of property rights - and also sympathizes with residents who feel there is an eyesore in their neighborhood – because, he said – he has lived through it himself. He continued to explain that when he moved to Melbourne Beach there was someone who didn’t want to take care of their house living nearby and he had to deal with it himself (by installing a hedge). Mayor Simmons said that setting the limit at any length is arbitrary – and he believes many things have gone way out of scale because everyone wants one bigger than the person next door. He said that before he commits to agreeing

to the length increase, he wants to make sure code enforcement starts enforcing the rules better by being more aggressive. The Mayor said he has been hearing the same complaints about fallen trees, mosquito breeders, etc. since he took office and said we need code enforcement to get going because we don't want people to have conflict with their neighbors so we have to enforce current codes across the board. That said, Mayor Simmons agreed with the length increase to 45-feet.

Commissioner Quarrie made a motion to direct the Town Attorney to develop separate requirement sections for boats and RVs; increase maximum length of each to 45-feet with no height restriction; mandate that RVs can connect to electrical for maintenance purposes only; require that RV side-room extensions can only be extended for loading and unloading; increase loading and unloading time from six hours to 48 hours; establish no minimum setback distance from the side property line; require that RVs and boats on corner lots must be substantially screened but not completely shielded from view by vegetative cover or fence; Commissioner Runte seconded. Motion carried 5-0.

XI. New Business

Mayor Simmons said that when he reviews the draft minutes in advance he may embed questions in them for the clerk – but once they are answered – those notations can be removed. The Mayor noted there were a few such places in both the workshop draft minutes as well as the RTCM draft minutes where questions were subsequently answered - and so - in the future - those types of notations can be removed by the clerk before Commission approval.

- A. Consideration of the February 19, 2020 Regular Town Commission Meeting draft minutes – Interim Town Clerk Torres

Commissioner Quarrie made a motion to approve the minutes as amended; Commissioner Runte seconded. Motion carried 5-0.

- B. Consideration of the March 4, 2020 Town Commission Workshop draft minutes – Interim Town Clerk Torres

Commissioner Runte made a motion to approve the workshop draft minutes as amended; Vice-Mayor Hoover seconded. Motion carried 5-0.

Attachments:	Chapter 23 –Social Media
Date Prepared:	8/14/2020
Prepared By:	Elizabeth Mascaro
Meeting Date:	8/19/2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input checked="" type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Action Item to Create Social Media Policy
Recommended Action:	Review Social Media Policy. Provide edits and changes if necessary.
Background Information:	Town Manager was tasked with developing a Social Media Policy.



Town of Melbourne Beach

Chapter 23

Town of Melbourne Beach

Social Media Policy

22.01 Policy

The Town of Melbourne Beach supports the use of authorized social media sites as an alternative and timely method for communication with its citizens and employees. The objective of this Policy is to provide direction to the Town Commission, Town employees and Town Board Members on the acceptable uses of social media sites.

This Policy applies to any social media site which communicates with site users concerning the Town of Melbourne Beach. The Town Manager encourages all users to be mindful when using their department's or board's social media sites that they are responsible for the content they publish and should show respect for the individuals and communities with which they interact. The Town Manager also reminds all employees, board members and Commissioner's that use of a personal social media site to discuss Town business may result in the creation of a public record.

Violations of this Policy may be subject to disciplinary action, up to and including termination or removal from the Board.

22.02 Definitions and References

A. Definitions

1. Social Networking Sites - A type of website where users can join to connect and interact with other users and organizations.
2. Social Media Sites - Types of websites that allow for the exchange of digital words, sounds, videos and pictures between users on the internet, such as blogs, social networking sites or wiki. Popular social media sites include Facebook, Twitter, Linked-In, YouTube, blogs, and microblogs.
3. Blog - A type of website usually maintained by an individual with regular entries of commentary, descriptions of events, or other material such as graphics or video.

B. References

1. Chapter 119, Florida Statutes.
2. Attorney General Opinion 2009-19, Records, municipal Facebook page.

22.03 Directives

A. Standards

1. The Town of Melbourne Beach website (www.melbournebeachfl.org) shall remain the Town's official and predominant internet presence.
2. All social media sites shall provide a link to the Town's official website, either on the site profile, bio, or other area visible to the user.
3. Social media sites concerning the Town of Melbourne Beach shall only be used to provide information regarding Town official business. It is prohibited for any employee or board member to use the social media site for personal use.
4. The Town Manager or their designees (a media administrator) shall have the right to restrict or require the removal of any content on the social media site that is in violation of this Policy, or other Town policies, federal, state or local law, or is otherwise not in the best interest of the Town. Content concerning Town official business that is removed must be digitally retained, stored and timely disposed of in the manner required to meet the requirements of applicable public records laws.
5. The Town Manager shall be responsible for establishing the procedures for authorizing social media sites, provided such procedures meet with the approval of the Commission.

B. Administration

1. Before a site is created, the Town Manager or their designees (a media administrator) must approve the use of a site and must appoint an employee or board member to be the liaison to the Media Administrator. A liaison must be appointed for each social media site.
2. Before a social media site may be created, the Town Manager must receive a request to create a social media site from the department head or Chairman. A separate request must be made for each site (e.g. if a parks sets up a Facebook and Twitter site one form must be submitted for Facebook and one for Twitter). The media administrator will keep a record and provide a copy of the request to the Town Clerk. The media administrator and Town Clerk must be notified promptly of any change in the liaison, account information, or removal/deactivation of the site.
3. The media administrator is responsible for the administration, updating and monitoring of the Town Website, Face Book and Next Door sites. A media administrator shall not reveal an account password or allow another to post content on the site without approval from the Town Manager.
4. The liason representing a department or board must update and monitor their Town site and comply with all Town policies, federal, state or local law, or is otherwise not in the best interest of the Town. Content concerning Town official business that is removed must be digitally retained, stored and timely disposed of in the manner required to meet the requirements of applicable public record laws.

5. The profile/username shall clearly identify the name of the department/office/program.
6. Any e-mail addresses used in the account set-up must be a Town issued e-mail address. No personal e-mail address may be registered with an account.
7. Social media sites shall clearly indicate that any content posted or submitted for posting are subject to public disclosure under Florida's public records laws.
8. Use of the Town logo shall be in compliance with color and scheme.

C. Records

1. It is the responsibility of the Administrator to retain, store and dispose of all content made or received relating to Town business, so as to ensure compliance with Chapter 119, Florida Statutes AGO 2009-19. Specifically the Administrator shall keep a record of all posts, direct messages, tweets, retweets, responses, or replies made by the Administrator. The Administrator must provide the Town Manager access to all social media that the current subscription based Archive Social (a cloud based software that continuously Archive all of the posts, tweets, comments, reviews, and videos produced and received by connected social media) which currently includes: Facebook, YouTube, Instagram and Twitter. For all other social media accounts, the Administrator must configure the account settings or use a service which either delivers the content to the Town.
2. The Administrator shall set any privacy settings on the social media site so the content on the site is as open to as many members of the general public as possible. No user may be denied from viewing (i.e. being a fan, follower or similar) the site.
3. All content posted on the site and all responses to a user of the site shall be factual, accurate, and in compliance with all Town policies. An Administrator shall seek assistance before offering advice, support or comment on any topic that falls outside the Administrator's duties or responsibilities.

D. Town Commission

1. Each Town of Melbourne Beach Commissioner is responsible for all aspects of their personal social media page(s), including retention of records. To prevent a violation of the state sunshine law, Commissioners shall not post any comment or content to a social media site that is responsive to comment(s) of another Commissioner on any subject or matter that may foreseeably come before the entire Commissioner, unless duly noticed as a public meeting.
2. No Town authorized social media site shall, or appear to, support or imply the endorsement of any elected public official, political candidate, political cause, party, or referendum issue, whether local, state or federal.

Attachments:	Candidate packages
Date Prepared:	August 14, 2020
Prepared By:	Jennifer Torres, Town Clerk
Meeting Date:	August 19, 2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input checked="" type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Qualifying Candidates for the 2020 Election
Recommended Action:	Confirm Qualified Candidates and Order Names to be printed on the November 3, 2020 Municipal General Election Ballot which will include a Special Election” for the balance of the term of the vacated Town Commission seat to be held in conjunction with (and included on the ballot for) the General Election.
Background Information:	<p>Pursuant to Chapter 13, Section 13-3 of the Town Code, the Commission is required to meet as soon as practicable after the deadline for qualifying to get a report from the Town Clerk that the petitions are in order and the named candidates have qualified.</p> <p>The Town Clerk has verified the petition signatures, received the filing fees and reviewed and accepted the required forms from the following individuals.</p> <p>Wyatt Hoover - Mayor-at-large</p> <p>Joyce Barton – Commissioner-at-Large</p> <p>Paul Carlson – Commissioner-at-Large</p> <p>Gail Gowdy – Commissioner-at-Large</p>

Wyatt Hoover

APPOINTMENT OF CAMPAIGN TREASURER
AND DESIGNATION OF CAMPAIGN
DEPOSITORY FOR CANDIDATES

(Section 106.021(1), F.S.)

(PLEASE PRINT OR TYPE)



NOTE: This form must be on file with the qualifying
officer before opening the campaign account.

OFFICE USE ONLY

1. CHECK APPROPRIATE BOX(ES):

☒ Initial Filing of Form Re-filing to Change: ☐ Treasurer/Deputy ☐ Depository ☐ Office ☐ Party

2. Name of Candidate (in this order: First, Middle, Last)

Wyatt Royce Hoover

3. Address (include post office box or street, city, state, zip
code)

308 oak St.
Melbourne Beach, FL
32951

4. Telephone

(321) 505-7763

5. E-mail address

Wyatt.hoover@gmail.com

6. Office sought (include district, circuit, group number)

Melbourne Beach Mayor

7. If a candidate for a nonpartisan office, check if
applicable:

☐ My intent is to run as a Write-In candidate.

8. If a candidate for a partisan office, check block and fill in name of party as applicable: My intent is to run as a

☐ Write-In ☐ No Party Affiliation ☐ _____ Party candidate.

9. I have appointed the following person to act as my ☒ Campaign Treasurer ☐ Deputy Treasurer

10. Name of Treasurer or Deputy Treasurer

Wyatt Hoover

11. Mailing Address

308 oak Street

12. Telephone

(321) 505-7763

13. City

Melbourne Beach

14. County

Brevard

15. State

FL

16. Zip Code

32951

17. E-mail address

Wyatt.hoover@gmail.com

18. I have designated the following bank as my

☒ Primary Depository ☐ Secondary Depository

19. Name of Bank

BB&T

20. Address

450 E Eau Gallie Blvd

21. City

Indian Harbour Beach

22. County

Brevard

23. State

FL

24. Zip Code

32937

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR APPOINTMENT OF CAMPAIGN TREASURER AND
DESIGNATION OF CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.

25. Date

2/5/20

26. Signature of Candidate

X

27. Treasurer's Acceptance of Appointment (fill in the blanks and check the appropriate block)

I, Wyatt Hoover, do hereby accept the appointment
(Please Print or Type Name)

designated above as:

☒ Campaign Treasurer ☐ Deputy Treasurer.

2/5/20

Date

X

Signature of Campaign Treasurer or Deputy Treasurer



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Willingness to Serve Statement

Ref: Town Charter Section 2.02

"I am a candidate for the Office of Town Commissioner for a term of three years for the Town of Melbourne Beach, Florida in the Municipal General Election to be held on Tuesday, November 3, 2020."

"I am a qualified elector in the Town of Melbourne Beach, Florida and I have resided in the Town for at least six continuous months immediately prior to the date of qualifying for this office."

"I agree to serve if elected."

Wyatt Hoover

Printed Name

Mayor

Office sought

308 Oak St.

Home Address

Melbourne Beach, FL 32951

City, State, Zip

wyatt.hoover@gmail.com

Email

Teacher

Occupation

"Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true."

Dated this 5th day of February, 2020.

[Signature]
Signature of Candidate

STATE OF FLORIDA
BREVARD COUNTY

Subscribed and sworn to before me this 5 day of Feb., 2020 by

Wyatt Hoover who is personally known to me or who produced
_____ as identification.



Nancy Wilson
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG177796
Expires 1/22/2022

[Signature]
Notary Public - State of Florida

Form TMB-02

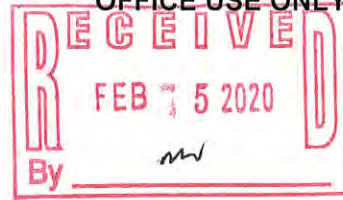
507 OCEAN AVENUE, MELBOURNE BEACH, FL 32951-2523
(321) 724-5860 FAX: (321) 984-8994 www.melbournebeachfl.org
115

STATEMENT OF CANDIDATE

(Section 106.023, F.S.)

(Please print or type)

OFFICE USE ONLY



I, Wyatt Hoover,
candidate for the office of Mayor;

have been provided access to read and understand the requirements of
Chapter 106, Florida Statutes.

X

[Signature]
Signature of Candidate

2/5/20

Date

Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.19(1)(c), 106.265(1), Florida Statutes).

**CANDIDATE OATH –
NONPARTISAN OFFICE**

(Do not use this form if a Judicial or School Board Candidate)
Check box **only** if you are seeking to qualify as a
write-in candidate:

☐ Write-in candidate



OFFICE USE ONLY

Candidate Oath

(Section 99.021(1)(a), Florida Statutes)

I, Wyatt Hoover

(Print name above as you wish it to appear on the ballot. If your last name consists of two or more names but has no hyphen, check box ☐. (See page 2 - Compound Last Names). No change can be made after the end of qualifying. Although a write-in candidate's name is not printed on the ballot, the name must be printed above for oath purposes.)

am a candidate for the nonpartisan office of

Mayor

(Office)

(District #)

(Circuit #)

(Group or Seat #)

I am a qualified elector of

Brevard

County, Florida;

I am qualified under the Constitution and the Laws of Florida to hold the office to which I desire to be nominated or elected; I have qualified for no other public office in the state, the term of which office or any part thereof runs concurrent with the office I seek; and I have resigned from any office from which I am required to resign pursuant to Section 99.012, Florida Statutes; and I will support the Constitution of the United States and the Constitution of the State of Florida.

Candidate's Florida Voter Registration Number (located on your voter information card):

105193826

Phonetic spelling for audio ballot: Print name phonetically on the line below as you wish it to be pronounced on the audio ballot as may be used by persons with disabilities (see instructions on page 2 of this form): [Not applicable to write-in candidates.]

WHY-at WHO-ver

X

Signature of Candidate

Telephone Number

(321) 505-7763

Email Address

Wyatt.Hoover@gmail.com

Address

308 Oak St.

City

Melbourne Beach

State

FL

ZIP Code

32951

STATE OF FLORIDA

COUNTY OF

Brevard

Signature of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public below:

Nancy Wilson

Sworn to (or affirmed) and subscribed before me this 5th
day of February, 2020.

Personally Known: ☒ or Produced Identification: ☐

Type of Identification Produced: _____



Nancy Wilson
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG177796
Expires 1/22/2022



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Candidate Forms & Information Receipt 2020

I, Wyatt Hoover, candidate for Office in the Town of Melbourne Beach acknowledge receipt of the following forms, publications and/or website addresses from the Town Clerk, and further acknowledge that it is the candidate's responsibility to familiarize themselves with the rules and regulations regarding their candidacy by reading and understanding the publications by accessing the websites and materials provided:

1. Town of Melbourne Beach Election Information, including:
 - a. Website for the Candidate and Campaign Treasurer Handbook.
 - b. Website for the Chapter 106, Florida Statute, on Campaign Financing.
 - c. Website for the Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees.
 - d. Website for the Town of Melbourne Beach Charter & Election Laws.
2. Campaign Treasurer Reports Reporting Dates.
3. Candidate Checklist.
4. Appointment of Campaign Treasurer and Designation of Campaign Depository Form (DS-DE9)
5. Willingness to Serve Form (TMB-02)
6. Statement of Candidate (DS-DE84)
7. Candidate's Oath for Non-Partisan Office (DS-DE 302NP)
8. Affidavit for use of Nickname
9. Candidate Nominating Petitions Form (TMB-01)
10. Campaign Treasurer's Report Summary (DS-DE12)
11. Campaign Treasurer's Report of Itemized Contributions (DS-DE13)
12. Campaign Treasurer's Report of Itemized Expenditures (DS-DE14)
13. Waiver of Report to file if there are no contributions and no expenditures (DS-DE87)
14. Statement of Financial Interests (FORM-1)
15. Form to request Voter Registration Data from Brevard County Supervisor of Elections.
16. Political Advertisement Guidelines
17. Political Sign Restrictions.
18. Town of Melbourne Beach Political Sign Regulations. (Town Code 7A-52(g)(12))
19. Solicitation at the Polls or Early Voting Site.
20. Brevard County Voter Registration Information.
21. **Notice of 2020 General Election Canvassing Board Dates.** *not available at this time*



Signature of Candidate

2-5-20
Date

Wyatt Hoover
Print Full Name

Wednesday, May 20, 2020

To whom it may concern:

As is required by my candidacy for Mayor of the Town of Melbourne Beach, I hereby offer my resignation as Commissioner and Vice Mayor of the Town of Melbourne Beach, effective November 18, 2020.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Wyatt Royce Hoover', with a long, sweeping horizontal stroke extending to the right.

Wyatt Royce Hoover

7/20/2020



TOWN OF MELBOURNE BEACH, FLORIDA **CANDIDATE NOMINATION PETITION**

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of Wanda Brown be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Mayor for a three (3) year term to expire in November 2023.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

Instructions for Signers: The person(s) signing this petition must: (1) be a Melbourne Beach, Florida resident and registered voter; (2) sign legal name as it appears on the Melbourne Beach voting list (no nicknames allowed); (3) print actual street address (no P.O. Boxes allowed); (4) print date of birth or voter registration number listed on voter card; (5) **Legibly** print legal name as it appears on the Melbourne Beach voting list; (6) sign only once on this petition; (7) **NOT** sign another person's name; (8) **NOT** sign for another candidate running for the same office. Signers understand that the Town Clerk cannot certify the name of a voter that cannot be read due to illegible writing.

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
1. ✓	Sharon DelDitta	5/18/20	206 Oak St. Mel Beach FL 32951	2-10-52	SHARON DELDITTA
2. ✓	John DelDitta	"	206 Oak St. Mel Beach FL 32951	3-18-52	BEN DELDITTA
3. ✓	John DelDitta	5/18/20	200 Oak St. Mel Beach FL 32951	07-28-52	John Gary Luderitz
4. ✓	Susan Luderitz	5/18/20	200 Oak St. Mel Beach FL 32951	07-19-64	Susan A Luderitz
5. ✓	Eric Peters	5/18/20	406 Hibiscus Trail Mel Beach FL 32951	12/26/1979	Eric Peters
6. ✓	John DelDitta	5/18/20	305 Hibiscus Trail Mel Beach FL 32951	7/5/62	J DelDitta
7. ✓	Richard K. Barakat	5/18/20	304 Chestnut, Melbourne FL 32951	10/23/52	Richard K Barakat
8. ✓	Erin Barakat	5/18/20	303 Hibiscus Tr Mel Beach FL 32951	11-10-69	Brian Barakat
9. ✓	John DelDitta	5/18/20	404 Hibiscus Trail Mel Beach FL 32951	1/7/66	John A. DelDitta
10. ✓	Wanda Brown	5/18/20	100 Oak St. Melbourne FL 32951	4/1/82	Melissa Soto

TOWN OF MELBOURNE BEACH, FLORIDA


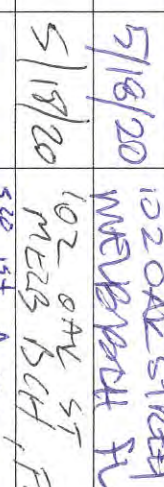
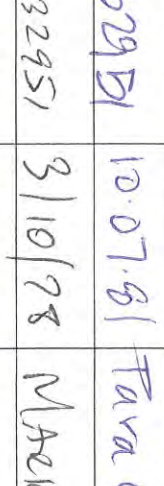
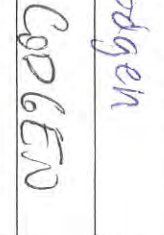

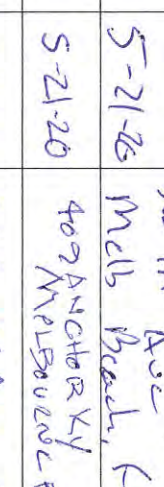
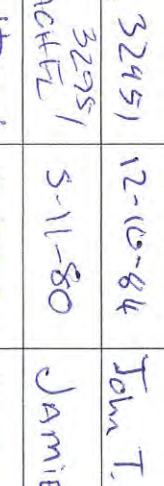
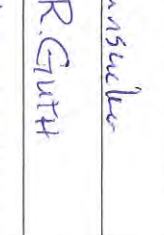

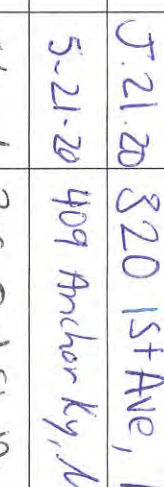


CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of Wyatt Hoover be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Mayor for a three (3) year term to expire in November 2023.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
11. ✓		5/18/20	10204 STREET MELBOURNE FL 32951	10.07.81	Tara Codgen
12. ✓		5/19/20	10204 STREET MELBOURNE FL 32951	3/10/78	Mark Codgen
13. ✓		5-21-20	520 1st Ave Melb Beach, FL 32951	12-10-84	John T. Hunsicker
14. ✓		5-21-20	409 ANCHOR KY MELBOURNE BEACH FL 32951	5-11-80	Jamie R. Girth
15. ✓		5-21-20	820 1st Ave, Mel Beach	8.27.83	Kelli Hunsicker
16. ✓		5-21-20	409 Anchor Ky, Mel Beach	7.31.75	Michael Mortman
17. ✓		5/22/20	306 Oak St Melbourne 32951	9.21.80	Liliana Marshall
18. ✓		5/29/20	409 AVENUE B MELBOURNE BEACH, FL 32951	7/14/55	James Donald Simmons
19. ✓		5/29/2020	409 Avenue B Melbourne Beach FL	6/23/56	Laurie De Nairn Simmons
20. ✓		6/17/2020	605 Hibiscus Rd Melbourne Beach, FL 32951	03/09/1991	Corey Rums



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of Wyatt Hoover be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Mayor for a three (3) year term to expire in November 2023.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
21. ✓	Wanda Lentz	10-17-20	6005 Hibiscus Trl Melbourne Beach, FL 32951	11/09/1990	Krista Punte
22. ✓	Sharon Quarries	6-12-20	701 Pine St Melbourne Beach, FL 32951	7/29/51	Sharon Quarries
23. ✓	Wilma	7/2/20	309 Suceed Ln Sd	2/8/58	Charles W. Caw
24. ✓	Crystal Cain	7/2/20	309 Suf Rd mlb Sd	1/1/64	Crystal J Cain
25. ✓	Annice Hellen Thomas	7/10/20	606 Atlantic St Melbourne Bch	6/22/35	Annice Hellen Thomas
26. ✓	Frank J. Thomas	7/10/20	606 Atlantic St Melbourne Bch	5/18/34	Frank J. Thomas
27.					
28.					
29.					
30.					



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of _____ be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Mayor-at-Large for a three (3) year term to expire in November 2023.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
31.					
32.					
33.					
34.					
35.					
36.					
37.					
38.					
39.					
40.					

Town Clerk's Certification

Municipality: Melbourne Beach, Florida

Total Valid: 26

Total Invalid: 0

I hereby certify that the names of all the petitioners listed as valid appear on the Melbourne Beach, Florida voting list as a qualified voter, and that the candidate filed the petition during the qualifying period.

Signature of Town Clerk

Jennifer Torres
Jennifer Torres, Town Clerk

Date 08/10/2020



FORM 1

STATEMENT OF
FINANCIAL INTERESTS

2019

Please print or type your name, mailing
address, agency name, and position below:

FOR OFFICE USE ONLY:

LAST NAME -- FIRST NAME -- MIDDLE NAME :

Hoover Wyatt Royce

265263

MAILING ADDRESS :

308 Oak St

CITY :

Melbourne Bch, FL

ZIP :

32951-2036

COUNTY :

Brevard

NAME OF AGENCY :

Melbourne Beach

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

Town Commissioner

CHECK ONLY IF ☐ CANDIDATE OR ☐ NEW EMPLOYEE OR APPOINTEE**** THIS SECTION MUST BE COMPLETED ****

DISCLOSURE PERIOD:

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2019.

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (must check one):

☐ COMPARATIVE (PERCENTAGE) THRESHOLDS OR ☐ DOLLAR VALUE THRESHOLDS

PART A -- PRIMARY SOURCES OF INCOME [Major sources of income to the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY
Brevard Public Schools	2700 Judge Fran Jamieson Way, Viera, FL 32940	Teacher

PART B -- SECONDARY SOURCES OF INCOME

[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

FILING INSTRUCTIONS for when and where to file this form are located at the bottom of page 2.

INSTRUCTIONS on who must file this form and how to fill it out begin on page 3.

PART D — INTANGIBLE PERSONAL PROPERTY [Stocks, bonds, certificates of deposit, etc. - See instructions]

(If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES
Cash & Savings	Bank of America Accounts
Stocks	Probability & Statistics, LLC

PART E — LIABILITIES [Major debts - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR
BB&T	1300 Pabcock St. Melbourne, FL 32901
Surcoast Credit Union	PO Box 11904 Tampa, FL 33680

PART F — INTERESTS IN SPECIFIED BUSINESSES [Ownership or positions in certain types of businesses - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
	none	
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

PART G — TRAINING

For elected municipal officers required to complete annual ethics training pursuant to section 112.3142, F.S.

**I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.**IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE ☐**SIGNATURE OF FILER:**

Signature: _____



Date Signed: _____

6/15/20

CPA or ATTORNEY SIGNATURE ONLY

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: _____

Date Signed: _____

FILING INSTRUCTIONS:

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

Local officers/employees file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.**State officers or specified state employees** who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format), send it to CEForm1@leg.state.fl.us and retain a copy for your records. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.**Candidates** file this form together with their filing papers.**MULTIPLE FILING UNNECESSARY:** A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.**WHEN TO FILE:** *Initially*, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.**Candidates** must file at the same time they file their qualifying papers.**Thereafter**, file by July 1 following each calendar year in which they hold their positions.**Finally**, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2019.

Town of Melbourne B
507 Ocean Avenue
Melbourne Beach FL 32951

Payee: WYATT HOOVER
Date: 8/10/2020 Time: 4:38
Receipt Number: DAILY / 20
Clerk: GREG

CAMPAIGN FEES

ITEM REFERENCE	AMOUNT
ELEC CAMPAIGN	
Elect Trust Fd	48.00
Total:	48.00
Check 0092	48.00
Change:	0.00
Thank You !	

		0092 63-9138/2531
DATE 8-10-20		
PAY TO THE ORDER OF	Town of Melbourne Beach	\$ 48.00
Forty-eight $\frac{xx}{100}$		DOLLARS
FOR Qualifying Fee		
BB&T BRANCH BANKING AND TRUST COMPANY 1-800-BANK BBT BBT.com		MP
⑈000092⑈ ⑆263191387⑆0000247150471⑈		

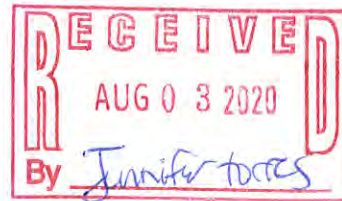
Joyce Barton

**APPOINTMENT OF CAMPAIGN TREASURER
AND DESIGNATION OF CAMPAIGN
DEPOSITORY FOR CANDIDATES**

(Section 106.021(1), F.S.)

(PLEASE PRINT OR TYPE)

NOTE: This form must be on file with the qualifying officer before opening the campaign account.



OFFICE USE ONLY

1. CHECK APPROPRIATE BOX(ES):

☒ Initial Filing of Form Re-filing to Change: ☐ Treasurer/Deputy ☐ Depository ☐ Office ☐ Party

2. Name of Candidate (in this order: First, Middle, Last)

Joyce D. Barton

3. Address (include post office box or street, city, state, zip code)

322 3rd Ave
Melbourne Beach, FL 32951

4. Telephone

(724) 433-7280

5. E-mail address

joyce@foodwithjoy.com

6. Office sought (include district, circuit, group number)

Town Commission of Melbourne Beach
2 year

7. If a candidate for a nonpartisan office, check if applicable:

☐ My intent is to run as a Write-In candidate.

8. If a candidate for a partisan office, check block and fill in name of party as applicable: My intent is to run as a

☐ Write-In ☐ No Party Affiliation ☐ _____ Party candidate.

9. I have appointed the following person to act as my ☒ Campaign Treasurer ☐ Deputy Treasurer

10. Name of Treasurer or Deputy Treasurer

Joyce D. Barton

11. Mailing Address

322 3rd Ave.

12. Telephone

(724) 433-7280

13. City

Melbourne Beach

14. County

Brevard

15. State

FL

16. Zip Code

32951

17. E-mail address

joyce@foodwithjoy.com

18. I have designated the following bank as my ☒ Primary Depository ☐ Secondary Depository

19. Name of Bank

PNC Bank

20. Address

305 Fifth Ave

21. City

Indialantic

22. County

Brevard

23. State

Florida

24. Zip Code

32903

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.

25. Date

8-3-2020

26. Signature of Candidate

X Joyce D. Barton

27. Treasurer's Acceptance of Appointment (fill in the blanks and check the appropriate block)

I, Joyce D. Barton, do hereby accept the appointment
(Please Print or Type Name)

designated above as: ☒ Campaign Treasurer ☐ Deputy Treasurer.

8-3-2020

Date

X

Joyce D. Barton

Signature of Campaign Treasurer or Deputy Treasurer



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Willingness to Serve Statement

Ref: Town Charter Section 2.02

"I am a candidate for the Office of Town Commissioner for a term of ^{two} ~~three~~ years for the Town of Melbourne Beach, Florida in the Municipal General Election to be held on Tuesday, November 3, 2020."

"I am a qualified elector in the Town of Melbourne Beach, Florida and I have resided in the Town for at least six continuous months immediately prior to the date of qualifying for this office."

"I agree to serve if elected."

Joyce D. Barton
Printed Name

Town Commission, 2yr
Office sought

322 3rd Ave
Home Address

Melbourne Beach, FL 32951
City, State, Zip

joyce@foodwithjoy.com
Email

self-employed
Occupation

"Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true."

Dated this 3 day of Aug, 2020.

Joyce D. Barton
Signature of Candidate

STATE OF FLORIDA
BREVARD COUNTY

Subscribed and sworn to before me this 3rd day of August 2020 by

Joyce D. Barton who is personally known to me or who produced

Driver License as identification.



Jennifer Torres
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG980183
Expires 4/20/2024

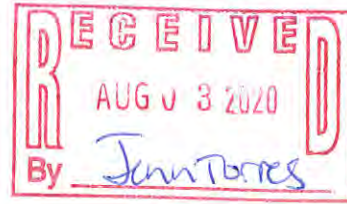
[Signature]
Notary Public - State of Florida

STATEMENT OF CANDIDATE

(Section 106.023, F.S.)

(Please print or type)

OFFICE USE ONLY



I, Joyce D. Barton,
candidate for the office of Town Commission, 2 year ;
have been provided access to read and understand the requirements of
Chapter 106, Florida Statutes.

X

Joyce D. Barton
Signature of Candidate

8-3-2020

Date

Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.19(1)(c), 106.265(1), Florida Statutes).

**CANDIDATE OATH –
NONPARTISAN OFFICE**

(Do not use this form if a Judicial or School Board Candidate)

Check box **only** if you are seeking to qualify as a write-in candidate:

☐ Write-in candidate

OFFICE USE ONLY

Candidate Oath

(Section 99.021(1)(a), Florida Statutes)

I, Joyce D. Barton

(Print name above as you wish it to appear on the ballot. If your last name consists of two or more names but has no hyphen, check box ☐. (See page 2 - Compound Last Names). No change can be made after the end of qualifying. Although a write-in candidate's name is not printed on the ballot, the name must be printed above for oath purposes.)

am a candidate for the nonpartisan office of Town Commission, 2yr (Office) (District #)

(Circuit #) (Group or Seat #) ; I am a qualified elector of Brevard County, Florida;

I am qualified under the Constitution and the Laws of Florida to hold the office to which I desire to be nominated or elected; I have qualified for no other public office in the state, the term of which office or any part thereof runs concurrent with the office I seek; and I have resigned from any office from which I am required to resign pursuant to Section 99.012, Florida Statutes; and I will support the Constitution of the United States and the Constitution of the State of Florida.

Candidate's Florida Voter Registration Number (located on your voter information card): 119668870

Phonetic spelling for audio ballot: Print name phonetically on the line below as you wish it to be pronounced on the audio ballot as may be used by persons with disabilities (see instructions on page 2 of this form): [Not applicable to write-in candidates.]

JUHG-oi-S D. BAH R TUHN
JOYCE D. BARTON

X Joyce D. Barton (724) 433-7280 joyce@foodwithjoy.com
Signature of Candidate Telephone Number Email Address

322 3rd Ave Melbourne Beach FL 32951
Address City State ZIP Code

STATE OF FLORIDA

COUNTY OF Brevard

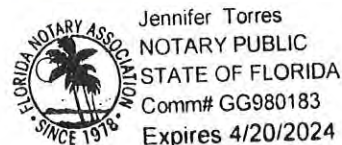
Jennifer Torres
Signature of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public below:

Sworn to (or affirmed) and subscribed before me this 3rd
day of August, 2020.

Personally Known: _____ or Produced Identification: ☒

Type of Identification Produced: Drivers License





TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of Joyce D. Barton be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

Instructions for Signers: The person(s) signing this petition must: (1) be a Melbourne Beach, Florida resident and registered voter; (2) sign legal name as it appears on the Melbourne Beach voting list (no nicknames allowed); (3) print actual street address (no P.O. Boxes allowed); (4) print date of birth or voter registration number listed on voter card; (5) **Legibly** print legal name as it appears on the Melbourne Beach voting list; (6) sign only once on this petition; (7) **NOT** sign another person's name; (8) **NOT** sign for another candidate running for the same office. Signers understand that the Town Clerk cannot certify the name of a voter that cannot be read due to illegible writing.

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
✓	<i>Quinn A. Ottomarelli</i>	8/4/20	510 Avenue A Melbourne Beach FL 32951	3/12/70	Jennifer Ottomarelli
✓	<i>Beatrix Ottomarelli</i>	8/4/20	510 Avenue A Melbourne Beach, FL 32951	9/21/1995	Beatrix Ottomarelli
✓	<i>Michelle Ottomarelli</i>	8/4/20	510 Ave. A Melbourne, Fla 32951	12/22/1969	Michelle Ottomarelli
✓	<i>Nancy Dyer</i>	8-4-20	517 Ave A Melb. Bch.	12-18-56	Nancy Dyer
✓	<i>Linda Swensen</i>	8-4-20	217 Surf Rd	8-16-58	Linda Swensen
✓	<i>Tam Swensen</i>	8/4/20	217 Surf Rd	5/14/61	Tam Swensen
✓	<i>Joyce D. Barton</i>	8-6-20	435 RIVERVIEW LANE	7-29-45	JOYCE D. BARTON
✓	<i>Daniel H. Hansen</i>	8-6-20	435 RIVERVIEW LANE	8-4-43	DANIEL H. HANSEN
✓	<i>Jen Hunt</i>	8-6-20	433 Riverview Lane	3-9-52	Jen E. Hunt
✓	<i>Bernice B. Roth</i>	8-6-20	433 Riverview Lane	5-7-26	BERNICE B. ROTH



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of Joyce D. Barton be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
11. ✓	<i>Marina D. King</i>	8/6/20	2103 Neptune Dr. Melbourne, FL 32951	7-5-55	MAIRIA V. KRATIE
12. ✓	<i>Michael K. Kratie</i>	8/6/20	2103 Neptune Dr. Melbourne, FL 32951	1-17-57	Michael K. Kratie
13. ✓	<i>Joe M. Farrell</i>	8/6/20	413 Magnolia Ave. Melbourne Beach, FL 32951	4-17-54	Lisa Farrell
14. ✓	<i>David Farrell</i>	8/6/20	413 Magnolia Ave. Melbourne Beach, FL 32951	10-9-48	David Farrell
15. ✓	<i>Marc Nelson</i>	8/6/20	414 Magnolia Ave. Melbourne Beach, FL 32951	4-28-55	MARC NELSON
16. ✓	<i>Lynn F. Coppola</i>	8/6/20	1712 Atlantic St SE Melbourne, FL 32951	4/10/57	Lynn F. Coppola
17. ✓	<i>Tamara Williams</i>	8/6/20	515 Ave B Melbourne Beach, FL 32951	5/20/59	Tamara Williams
18. ✓	<i>Tina M. Coppock</i>	8/6/20	505 Ave B Mel Bch, FL 32951	1/8/62	Tina M. Coppock
19. ✓	<i>Shara D. McKay</i>	8/6/20	506 Ave B Melbourne Beach, FL 32951	8/6/67	Shara D. McKay
20. ✓	<i>Mike Fishman</i>	8/6/20	510 Ave B Melb. Bch.	3/6/52	Mike Fishman



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

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We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
21. ✓			517 Ave B Melbourne Beach 1039/69		Kristin Lindbeck
22. ✓			517 Ave B, Melbourne Beach 830710		Kristin Lindbeck
23. ✓			318 3rd Ave Melbourne 318 3rd Ave		STEPHEN GALLAGER
24. ✓			318 3rd Ave		Stephen Gallager
25.					
26.					
27.					
28.					
29.					
30.					



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of Joyce D. Barton be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
31. ✓	Bernie Durkin	8/7/20	523 Ave B Melbourne Beach FL 32951	12/28/1958	Bernard Durkin
32. ✓	Margaret M. Durkin	8/7/20	523 Ave B Melbourne Beach 32957	10/06/1926	MARGARET M. DUKIN
33. ✓	Henry Edwards	8/7/20	702 Pine St		Henry Edwards
34. ✓	Karen Chapman	8-7-20	504 Ave A Melb Bch	3-3-67	Karen Chapman
35. ✓	William Chapman	8-7-20	504 Ave A Melb Bch	9-24-66	William Chapman
36. ✓	Arlene Allen	8-7-20	517 ALEX 1113	2/4/55	Arlene C. Dyer
37. ✓	Lisa Dyer	8/7/20	507 Ave A MVB	12/18/81	Lisa Dyer
38. ✓	Pamela E. Monch	8/7/20	801 Riverside Dr MVB	11/17/68	Pamela E Monch
39. ✓	Patricia T. Flaherty	8/7/20	526 Ave B MVB	11/26/59	Patricia T Flaherty
40. ✓	Jensen Gannon	8/7/20	518 Ave B	9/2/90	JENSEN GANNON

Town Clerk's Certification

Municipality: Melbourne Beach, Florida Total Valid: 29 Total Invalid: 5

I hereby certify that the names of all the petitioners listed as valid appear on the Melbourne Beach, Florida voting list as a qualified voter, and that the candidate filed the petition during the qualifying period.

Signature of Town Clerk 
Jennifer Torres, Town Clerk

Date August 16, 2020



FORM 1

STATEMENT OF FINANCIAL INTERESTS

2019 / 2020

Please print or type your name, mailing address, agency name, and position below:

FOR OFFICE USE ONLY:

LAST NAME - FIRST NAME - MIDDLE NAME :

Barton Joyce D.

MAILING ADDRESS :

322 3rd Ave

CITY :

ZIP :

COUNTY :

Melbourne Beach 32951 Brevard

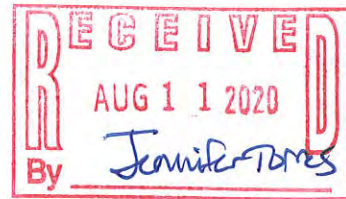
NAME OF AGENCY :

Town of Melbourne Beach

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

Town Commission 2 year

CHECK ONLY IF ☒ CANDIDATE OR ☐ NEW EMPLOYEE OR APPOINTEE



**** THIS SECTION MUST BE COMPLETED ****

DISCLOSURE PERIOD:

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2019.

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (must check one):

☐

COMPARATIVE (PERCENTAGE) THRESHOLDS OR

☐

DOLLAR VALUE THRESHOLDS

PART A - PRIMARY SOURCES OF INCOME [Major sources of income to the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY
Food With Joy	322 3rd Ave Mel Bch FL	Consulting
KDR Ventures	322 3rd Ave Mel Bch FL	Rentals
Lincoln Financial	www.lincolnfinancial.com	Investment
Airbnb	www.airbnb.com	Hosting

PART B - SECONDARY SOURCES OF INCOME

[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE
none			

PART C - REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

322 3rd Ave Melbourne Beach, FL
588 Delmonico St. NE Palm Bay, FL
1449 Lombard St. NW Palm Bay, FL
10580 Route 30 N. Huntingdon, PA

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

FILING INSTRUCTIONS for when and where to file this form are located at the bottom of page 2.

INSTRUCTIONS on who must file this form and how to fill it out begin on page 3.

PART D — INTANGIBLE PERSONAL PROPERTY (Stocks, bonds, certificates of deposit, etc. - See instructions)

(If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES
Stocks	
Bitcoin	

PART E — LIABILITIES (Major debts - See instructions)

(If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR
Car lease	

PART F — INTERESTS IN SPECIFIED BUSINESSES (Ownership or positions in certain types of businesses - See instructions)

(If you have nothing to report, write "none" or "n/a")

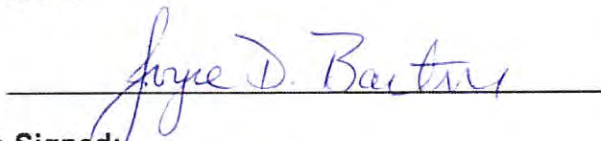
	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
NAME OF BUSINESS ENTITY	Food With Joy LLC	KDR Ventures LLC
ADDRESS OF BUSINESS ENTITY	322 3rd Ave Mel Bch FL	322 3rd Ave Mel Bch FL
PRINCIPAL BUSINESS ACTIVITY	consulting	rentals
POSITION HELD WITH ENTITY	owner / CEO	owner / CEO
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS	100%	100%
NATURE OF MY OWNERSHIP INTEREST		

PART G — TRAINING

For elected municipal officers required to complete annual ethics training pursuant to section 112.3142, F.S.

☐ I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.
IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE ☐**SIGNATURE OF FILER:**

Signature:



Date Signed:

8-11-2020

CPA or ATTORNEY SIGNATURE ONLY

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: _____

Date Signed: _____

FILING INSTRUCTIONS:

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

Local officers/employees file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.

State officers or specified state employees who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format), send it to CEForm1@leg.state.fl.us and retain a copy for your records. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.

Candidates file this form together with their filing papers.

MULTIPLE FILING UNNECESSARY: A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

WHEN TO FILE: *Initially*, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2019.

Town of Melbourne B
507 Ocean Avenue
Melbourne Beach FL 32951

Payee: JOYCE D. BARTON

Date: 8/12/2020 Time: 3:49

Receipt Number: DAILY / 20

Clerk: GREG

CAMPAIGN FILING

ITEM	REFERENCE	AMOUNT
ELEC	CAMP FILI	
Elect Trust Fd		41.00
Total:		41.00
Check 101		41.00
Change:		0.00
Thank You !		

Joyce D. Barton
Campaign Account

101

63-8419/2670
775

DATE 8-12-2020

PAY TO THE ORDER OF Town of Melbourne Beach \$ 41.00

Forty-one and 10/100 DOLLARS

PNC BANK
PNC Bank, N.A. 001

FOR filing fee

Joyce D. Barton

MP

⑆267084199⑆ 1222955212⑆

Paul Carlson



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Willingness to Serve Statement

Ref: Town Charter Section 2.02

"I am a candidate for the Office of Town Commissioner for a term of three years for the Town of Melbourne Beach, Florida in the Municipal General Election to be held on Tuesday, November 3, 2020."

"I am a qualified elector in the Town of Melbourne Beach, Florida and I have resided in the Town for at least six continuous months immediately prior to the date of qualifying for this office."

"I agree to serve if elected."

Paul Douglas Carlson
Printed Name

Commissioner
Office sought

400 RIVERVIEW LANE
Home Address

MELBOURNE BEACH, FL 32951
City, State, Zip

paulcarlsonsb@gmail.com
Email

RETIRED U.S. NAVY
Occupation

"Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true."

Dated this 25th day of JUNE, 2020.

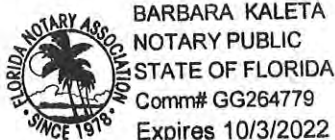
[Signature]
Signature of Candidate

STATE OF FLORIDA
BREVARD COUNTY

Subscribed and sworn to before me this 13 day of August, 2020 by

Paul Douglas Carlson who is personally known to me or who produced
drivers license as identification.

Barbara Kaleta
Notary Public - State of Florida



STATEMENT OF CANDIDATE

(Section 106.023, F.S.)


(Please print or type)

OFFICE USE ONLY

I, PAUL CARLSON,

candidate for the office of Commissioner;

have been provided access to read and understand the requirements of
Chapter 106, Florida Statutes.

X 
Signature of Candidate

13 AUG 2020
Date

Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.19(1)(c), 106.265(1), Florida Statutes).

**CANDIDATE OATH –
NONPARTISAN OFFICE**

(Do not use this form if a Judicial or School Board Candidate)

Check box **only** if you are seeking to qualify as a write-in candidate:

☐ Write-in candidate

OFFICE USE ONLY

Candidate Oath

(Section 99.021(1)(a), Florida Statutes)

I, PAUL D CARLSON

(Print name above as you wish it to appear on the ballot. If your last name consists of two or more names but has no hyphen, check box ☐. (See page 2 - Compound Last Names). No change can be made after the end of qualifying. Although a write-in candidate's name is not printed on the ballot, the name must be printed above for oath purposes.)

am a candidate for the nonpartisan office of Melbourne Beach Commissioner (Office) _____ (District #)

_____; I am a qualified elector of BREVARD County, Florida;
(Circuit #) (Group or Seat #)

I am qualified under the Constitution and the Laws of Florida to hold the office to which I desire to be nominated or elected; I have qualified for no other public office in the state, the term of which office or any part thereof runs concurrent with the office I seek; and I have resigned from any office from which I am required to resign pursuant to Section 99.012, Florida Statutes; and I will support the Constitution of the United States and the Constitution of the State of Florida.

Candidate's Florida Voter Registration Number (located on your voter information card): 115484403

Phonetic spelling for audio ballot: Print name phonetically on the line below as you wish it to be pronounced on the audio ballot as may be used by persons with disabilities (see instructions on page 2 of this form): [Not applicable to write-in candidates.]

X

Signature of Candidate

Telephone Number

Email Address

400 Riverview Ln Melbourne beach FL 32951
Address City State ZIP Code

STATE OF FLORIDA

COUNTY OF BREVARD

Signature of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public below:

Sworn to (or affirmed) and subscribed before me this 13th
day of August, 2020.

Personally Known: _____ or Produced Identification: ✓

Type of Identification Produced: DL



Jennifer Torres
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG980183
Expires 4/20/2024



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Candidate Forms & Information Receipt 2020

I, Paul Carlson, candidate for Office in the Town of Melbourne Beach acknowledge receipt of the following forms, publications and/or website addresses from the Town Clerk, and further acknowledge that it is the candidate's responsibility to familiarize themselves with the rules and regulations regarding their candidacy by reading and understanding the publications by accessing the websites and materials provided:

1. Town of Melbourne Beach Election Information, including:
 - a. Website for the Candidate and Campaign Treasurer Handbook.
 - b. Website for the Chapter 106, Florida Statute, on Campaign Financing.
 - c. Website for the Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees.
 - d. Website for the Town of Melbourne Beach Charter & Election Laws.
2. Campaign Treasurer Reports Reporting Dates.
3. Candidate Checklist.
4. Appointment of Campaign Treasurer and Designation of Campaign Depository Form (DS-DE9)
5. Willingness to Serve Form (TMB-02)
6. Statement of Candidate (DS-DE84)
7. Candidate's Oath for Non-Partisan Office (DS-DE 302NP)
8. Affidavit for use of Nickname
9. Candidate Nominating Petitions Form (TMB-01)
10. Campaign Treasurer's Report Summary (DS-DE12)
11. Campaign Treasurer's Report of Itemized Contributions (DS-DE13)
12. Campaign Treasurer's Report of Itemized Expenditures (DS-DE14)
13. Waiver of Report to file if there are no contributions and no expenditures (DS-DE87)
14. Statement of Financial Interests (FORM-1)
15. Form to request Voter Registration Data from Brevard County Supervisor of Elections.
16. Political Advertisement Guidelines
17. Political Sign Restrictions.
18. Town of Melbourne Beach Political Sign Regulations. (Town Code 7A-52(g)(12))
19. Solicitation at the Polls or Early Voting Site.
20. Brevard County Voter Registration Information.
21. **Notice of 2020 General Election Canvassing Board Dates.**

Signature of Candidate

Paul Douglas Carlson

Print Full Name

13 AUG 2020
Date



**TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION**

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of Paul Carlson be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

Instructions for Signers: The person(s) signing this petition must: (1) be a Melbourne Beach, Florida resident and registered voter; (2) sign legal name as it appears on the Melbourne Beach voting list (no nicknames allowed); (3) print date of signing; (4) print actual street address (no P.O. Boxes allowed); (5) print date of birth or voter registration number listed on voter card; (6) **Legibly** print legal name as it appears on the Melbourne Beach voting list; (7) sign only once on this petition; (8) **NOT** sign another person's name; (9) **NOT** sign for another candidate running for the same office. Signers understand that the Town Clerk cannot certify the name of a voter that cannot be read due to illegible writing.

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
1. ✓	David C. Micca	13 AUG 2020	323 4TH AVE MELBOURNE BEACH, FL 32951	4 OCT 1954	DAVID MICCA
2. ✓	Ruth Martin	8/13/20	406 River View Lane Mel Bch, FL 32951	2/15/78	Ruth Martin
3. ✓	Thom Martin	8/13/20	406 River View Lane Mel Bch, FL 32951	12/27/74	Thomas Martin
4. ✓	Kathryn Hain	8/13/20	405 River View Lane Mel Beach FL 32951	11/7/81	Kathryn Hain
5. ✓	Steve Hain	8/13/20	405 River View Lane Melbourne Beach, FL 32951	11/1/76	Steve Hain
6. ✓	Karen Hain	8/13/20	2006 Neptune Dr Melbourne Beach FL 32951	4/27/63	Karen Hain
7. ✓	Bruce Hain	8/13/20	2006 Neptune Dr Melbourne Beach, FL 32951	7/15/51	Bruce Hain
8. ✓	Zeida Tenewitz	8/13/20	2003 Neptune Dr Mel Beach	7/23/60	Zeida Tenewitz
9. ✓	Athleen Tesi	8/13/20	2005 Neptune Drive 32951 443 River View Lane Melbourne Beach, FL	12/03/57	Athleen Tesi
10. ✓	Douglas Holmes	8/13/20		11/25/63	Douglas Holmes



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

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(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
11. ✓	<i>[Signature]</i>	8/13/20	443 River View Ln Melbourne Beach FL 32957	10/27/62	Jean A. Holmes
12. ✓	<i>[Signature]</i>	8/13/20	446 River View Lane Melbourne Beach, FL 32957	10/3/65	Valerie A. Baldwin
13. ✓	<i>[Signature]</i>	8/13/20	446 River View Ln, Melbourne FL 32957	1/16/67	Robert Baldwin
14. ✓	<i>[Signature]</i>	8/13/20	440 River View Ln. Mel Bch FL 32957	1/28/61	Charles Twiddy
15. ✓	<i>[Signature]</i>	8/19/20	410 River View Ln Melbourne Beach FL 32957	6/27/70	Paradee
16. ✓	<i>[Signature]</i>	8/13/20	359 River View Lane Melbourne Beach FL 32957	7/4/71	Jeffrey Eddy
17. ✓	<i>[Signature]</i>	8/13/20	399 River View Lane Melbourne Beach FL 32957	12/25/78	Toby Daly Fangel
18. ✓	<i>[Signature]</i>	8/13/20	404 River View Lane Melbourne Beach FL 32957	8/11/60	John A. Farizo
19. ✓	<i>[Signature]</i>	8/13/20	404 River View Lane Melbourne Beach FL 32957	5/16/61	Julia A. Farizo
20. ✓	<i>[Signature]</i>	8/13/20	444 Sandy Key Mel Bch	11/10/98	Shane Washburn



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

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(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
21. <input checked="" type="checkbox"/>	<i>Monica McCarty</i>	8/13	3820 Palm Bldg 343 Riverwood Ln Melbourne FL 32905 303 Riverwood Ln Melbourne FL 32905	6-22-57	Monica McCarty
22. <input checked="" type="checkbox"/>	<i>Virginia McCarty</i>	8/13	303 Riverwood Ln Melbourne FL 32905	4/28/57	Virginia McCarty
23. <input checked="" type="checkbox"/>	<i>Rebecca Moody</i>	8/13	397 Riverwood Lane Melbourne FL 32951	7-30-70	Rebecca Moody
24. <input checked="" type="checkbox"/>	<i>Brian Moody</i>	8/13	397 Riverwood Lane Melbourne FL 32951	7-29-72	Brian Moody
25. <input checked="" type="checkbox"/>	<i>Andrea Moody</i>	8/13	445 Riverwood Lane	10/9/49	Linda Moody
26. <input checked="" type="checkbox"/>	<i>Andrea Moody</i>	8/13	445 Riverwood Lane	10/28/51	A. LORZO
27. <input checked="" type="checkbox"/>	<i>Andrea Moody</i>	8/14	442 Sandpiper Way	11-21/48	Andrea Moody
28. <input checked="" type="checkbox"/>	<i>Joanna Cruz</i>	8/14	448 Sandpiper Way	12/4/13	Joanna Cruz
29. <input checked="" type="checkbox"/>	<i>MSA</i>	8/14	5455 Palmetto DR	06/29/76	Grant Cutshall
30. <input checked="" type="checkbox"/>	<i>Paul Carlson</i>	8/1	1908 N. Highway 1	05/07/29	Paul Carlson



**TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION**

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(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
31. ✓	<i>[Signature]</i>	8/14/20	427 Rydervind Ln. Melbourne, FL 32951	2/4/63	Jeffrey S. Gabyan
32. ✓	<i>[Signature]</i>	8/14/20	438 Eiverson Ln Melbourne Beach 32951	6/12/70	Brenda Brooks
33. ✓	<i>[Signature]</i>	8/14/20	310 Sunset Blvd Melbourne Beach, FL 32951	3/17/70	William R. Wiseman
34. ✓	<i>[Signature]</i>	8/14/20	218 4th Ave Melbourne Beach, FL 32951	3/20/70	John Miller
35.					
36.					
37.					
38.					
39.					
40.					

Town Clerk's Certification

Municipality: Melbourne Beach, Florida

Total Valid: 29

Total Invalid: 5

I hereby certify that the names of all the petitioners listed as valid appear on the Melbourne Beach, Florida voting list as a qualified voter, and that the candidate filed the petition during the qualifying period.

Signature of Town Clerk


Jennifer Torres, Town Clerk

Date

August 14, 2020

Town of Melbourne B
507 Ocean Avenue
Melbourne Beach FL 32951

Payee: PAUL CARLSON

Date: 8/13/2020 Time: 1:54

Receipt Number: DAILY / 20

Clerk: BETH

campaign fee


ITEM	REFERENCE	AMOUNT
ELEC	CAMPAIGN	
Elect Trust Fd		41.00
Total:		41.00
Check	63-8419/267C	41.00
Change:		0.00
Thank You !		

63-8419/2670
775


DATE 13 AUG 2020

PAY TO THE ORDER OF Melbourne Beach FL \$ 41.00

Forty One and no/100 DOLLARS

 **PNCBANK**
PNC Bank, N.A. 001

FOR Campaign FEE



MP

⑆267084199⑆ 1222955739⑈

FORM 1**STATEMENT OF
FINANCIAL INTERESTS****2019**Please print or type your name, mailing
address, agency name, and position below:**FOR OFFICE USE ONLY:**

LAST NAME -- FIRST NAME -- MIDDLE NAME :

CARLSON PAUL DOUGLAS

MAILING ADDRESS :

400 RIVERVIEW LANE

CITY :

ZIP :

COUNTY :

MELBOURNE BEACH 32951 BREVARD

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

Commissioner

CHECK ONLY IF ☒ CANDIDATE OR ☐ NEW EMPLOYEE OR APPOINTEE****** THIS SECTION MUST BE COMPLETED ********DISCLOSURE PERIOD:**

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2019.

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (must check one):

☐

COMPARATIVE (PERCENTAGE) THRESHOLDS

OR

☐

DOLLAR VALUE THRESHOLDS

PART A -- PRIMARY SOURCES OF INCOME [Major sources of income to the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY
US NAVY RETIREMENT	US GOVERNMENT	
VA	US GOVERNMENT	

PART B -- SECONDARY SOURCES OF INCOME

[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

You are not limited to the space on the
lines on this form. Attach additional
sheets, if necessary.**FILING INSTRUCTIONS** for when
and where to file this form are
located at the bottom of page 2.**INSTRUCTIONS** on who must file
this form and how to fill it out
begin on page 3.

PART D — INTANGIBLE PERSONAL PROPERTY [Stocks, bonds, certificates of deposit, etc. - See instructions]
(If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE

BUSINESS ENTITY TO WHICH THE PROPERTY RELATES

PART E — LIABILITIES [Major debts - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR

ADDRESS OF CREDITOR

PART F — INTERESTS IN SPECIFIED BUSINESSES [Ownership or positions in certain types of businesses - See instructions]
(If you have nothing to report, write "none" or "n/a")

BUSINESS ENTITY # 1

BUSINESS ENTITY # 2

NAME OF BUSINESS ENTITY

ADDRESS OF BUSINESS ENTITY

PRINCIPAL BUSINESS ACTIVITY

POSITION HELD WITH ENTITY

I OWN MORE THAN A 5% INTEREST IN THE BUSINESS

NATURE OF MY OWNERSHIP INTEREST

PART G — TRAINING

For elected municipal officers required to complete annual ethics training pursuant to section 112.3142, F.S.



I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.

IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE ☐

SIGNATURE OF FILER:

Signature:



Date Signed:

13 AUG 2020

CPA or ATTORNEY SIGNATURE ONLY

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: _____

Date Signed: _____

FILING INSTRUCTIONS:

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location. To determine what category your position falls under, see page 3 of instructions.

Local officers/employees file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.) Form 1 filers who file with the Supervisor of Elections may file by mail or email. Contact your Supervisor of Elections for the mailing address or email address to use. Do not email your form to the Commission on Ethics, it will be returned.

State officers or specified state employees who file with the Commission on Ethics may file by mail or email. To file by mail, send the completed form to P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Rd, Bldg E, Ste 200, Tallahassee, FL 32303. To file with the Commission by email, scan your completed form and any attachments as a pdf (do not use any other format), send it to CEForm1@leg.state.fl.us and retain a copy for your records. Do not file by both mail and email. Choose only one filing method. Form 6s will not be accepted via email.

Candidates file this form together with their filing papers.

MULTIPLE FILING UNNECESSARY: A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

WHEN TO FILE: Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does not relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2019.

Gail Gowdy

**APPOINTMENT OF CAMPAIGN TREASURER
AND DESIGNATION OF CAMPAIGN
DEPOSITORY FOR CANDIDATES**

(Section 106.021(1), F.S.)

(PLEASE PRINT OR TYPE)

NOTE: This form must be on file with the qualifying officer before opening the campaign account.

OFFICE USE ONLY

1. CHECK APPROPRIATE BOX(ES):

☒ Initial Filing of Form Re-filing to Change: ☐ Treasurer/Deputy ☐ Depository ☐ Office ☐ Party

2. Name of Candidate (in this order: First, Middle, Last)

GAIL L GOWDY

3. Address (include post office box or street, city, state, zip code)

215 ASH AVE
MELBOURNE BEACH FL 32951

4. Telephone

(321) 725-7074

5. E-mail address

WGOWDY@BELLSOUTH.NET

6. Office sought (include district, circuit, group number)

TOWN OF MELBOURNE BEACH COMMISSIONER

7. If a candidate for a nonpartisan office, check if applicable:

☐ My intent is to run as a Write-In candidate.

8. If a candidate for a partisan office, check block and fill in name of party as applicable: My intent is to run as a

☐ Write-In ☐ No Party Affiliation ☐ _____ Party candidate.

9. I have appointed the following person to act as my ☒ Campaign Treasurer ☐ Deputy Treasurer

10. Name of Treasurer or Deputy Treasurer

GAIL L GOWDY

11. Mailing Address

215 ASH AVE

12. Telephone

()

13. City

MELBOY

14. County

BREVARD

15. State

FL

16. Zip Code

32951

17. E-mail address

WGOWDY@BELLSOUTH.NET

18. I have designated the following bank as my ☒ Primary Depository ☐ Secondary Depository

19. Name of Bank

TD BANK

20. Address

325 E EAU GALLEY BLVD

21. City

IHB

22. County

BREVARD

23. State

FL

24. Zip Code

32937

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.

25. Date

7/28/2020

26. Signature of Candidate

X Gail L Gowdy

27. Treasurer's Acceptance of Appointment (fill in the blanks and check the appropriate block)

I, GAIL L GOWDY, do hereby accept the appointment
(Please Print or Type Name)

designated above as:

☒ Campaign Treasurer ☐ Deputy Treasurer.

7/28/2020

Date

X

Signature of Campaign Treasurer or Deputy Treasurer



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Willingness to Serve Statement

Ref: Town Charter Section 2.02

"I am a candidate for the Office of Town Commissioner for a term of three years for the Town of Melbourne Beach, Florida in the Municipal General Election to be held on Tuesday, November 3, 2020."

"I am a qualified elector in the Town of Melbourne Beach, Florida and I have resided in the Town for at least six continuous months immediately prior to the date of qualifying for this office."

"I agree to serve if elected."

GAIL L Gowdy
Printed Name

Town of Melbourne Beach Commissioner
Office sought
at
LARGE

215 Ash Ave
Home Address

Melbourne Beach FL 32951
City, State, Zip

WGowdy @ Bellsouth.net
Email

RETIRED
Occupation

"Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true."

Dated this 30th day of July, 2020.

Gail L Gowdy
Signature of Candidate

STATE OF FLORIDA
BREVARD COUNTY

Subscribed and sworn to before me this 30th day of July, 2020 by

Gail Gowdy who is personally known to me or who produced
as identification.



Jennifer Torres
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG980183
Expires 4/20/2024

[Signature]
Notary Public – State of Florida

STATEMENT OF CANDIDATE

(Section 106.023, F.S.)

(Please print or type)

OFFICE USE ONLY



I, GAIL L Gowdy,
candidate for the office of Town of Melbourne Beach Commissioner;
have been provided access to read and understand the requirements of
Chapter 106, Florida Statutes.

X

Gail L Gowdy
Signature of Candidate

7/30/2020
Date

Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.19(1)(c), 106.265(1), Florida Statutes).

**CANDIDATE OATH –
NONPARTISAN OFFICE**

(Do not use this form if a Judicial or School Board Candidate)

Check box **only** if you are seeking to qualify as a write-in candidate:

☐ Write-in candidate

OFFICE USE ONLY

Candidate Oath

(Section 99.021(1)(a), Florida Statutes)

I, GAIL Gowdy

(Print name above as you wish it to appear on the ballot. If your last name consists of two or more names but has no hyphen, check box ☐. (See page 2 - Compound Last Names). No change can be made after the end of qualifying. Although a write-in candidate's name is not printed on the ballot, the name must be printed above for oath purposes.)

am a candidate for the nonpartisan office of Commissioner at Large Town of Melbourne Beach
(Office) (District #)

_____; I am a qualified elector of BREVARD County, Florida;
(Circuit #) (Group or Seat #)

I am qualified under the Constitution and the Laws of Florida to hold the office to which I desire to be nominated or elected; I have qualified for no other public office in the state, the term of which office or any part thereof runs concurrent with the office I seek; and I have resigned from any office from which I am required to resign pursuant to Section 99.012, Florida Statutes; and I will support the Constitution of the United States and the Constitution of the State of Florida.

Candidate's Florida Voter Registration Number (located on your voter information card): 101201377

Phonetic spelling for audio ballot: Print name phonetically on the line below as you wish it to be pronounced on the audio ballot as may be used by persons with disabilities (see instructions on page 2 of this form): [Not applicable to write-in candidates.]

GAIL (RHYME: SALE) GOWDY (RHYME: HOWDY)

X Gail Gowdy (34) 725-7074 WGowdy@Bellsouth.net
Signature of Candidate Telephone Number Email Address
215 Ash Ave Mel Bch FL 32951
Address City State ZIP Code

STATE OF FLORIDA

COUNTY OF Brevard

Jennifer Torres
Signature of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public below:

Sworn to (or affirmed) and subscribed before me this 30th
day of July, 2020.

Personally Known: ☒ or Produced Identification: _____

Type of Identification Produced: _____



Jennifer Torres
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG980183
Expires 4/20/2024



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Candidate Forms & Information Receipt 2020

I, GAIL L Gowdy, candidate for Office in the Town of Melbourne Beach acknowledge receipt of the following forms, publications and/or website addresses from the Town Clerk, and further acknowledge that it is the candidate's responsibility to familiarize themselves with the rules and regulations regarding their candidacy by reading and understanding the publications by accessing the websites and materials provided:

1. Town of Melbourne Beach Election Information, including:
 - a. Website for the Candidate and Campaign Treasurer Handbook.
 - b. Website for the Chapter 106, Florida Statute, on Campaign Financing.
 - c. Website for the Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees.
 - d. Website for the Town of Melbourne Beach Charter & Election Laws.
2. Campaign Treasurer Reports Reporting Dates.
3. Candidate Checklist.
4. Appointment of Campaign Treasurer and Designation of Campaign Depository Form (DS-DE9)
5. Willingness to Serve Form (TMB-02)
6. Statement of Candidate (DS-DE84)
7. Candidate's Oath for Non-Partisan Office (DS-DE 302NP)
8. Affidavit for use of Nickname
9. Candidate Nominating Petitions Form (TMB-01)
10. Campaign Treasurer's Report Summary (DS-DE12)
11. Campaign Treasurer's Report of Itemized Contributions (DS-DE13)
12. Campaign Treasurer's Report of Itemized Expenditures (DS-DE14)
13. Waiver of Report to file if there are no contributions and no expenditures (DS-DE87)
14. Statement of Financial Interests (FORM-1)
15. Form to request Voter Registration Data from Brevard County Supervisor of Elections.
16. Political Advertisement Guidelines
17. Political Sign Restrictions.
18. Town of Melbourne Beach Political Sign Regulations. (Town Code 7A-52(g)(12))
19. Solicitation at the Polls or Early Voting Site.
20. Brevard County Voter Registration Information.
21. **Notice of 2020 General Election Canvassing Board Dates.**

Gail L Gowdy
Signature of Candidate
GAIL L Gowdy
Print Full Name

949
7/30/2020
Date



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of SHIL GARDY be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

Instructions for Signers: The person(s) signing this petition must: (1) be a Melbourne Beach, Florida resident and registered voter; (2) sign legal name as it appears on the Melbourne Beach voting list (no nicknames allowed); (3) print date of signing; (4) print date of birth or voter registration number listed on voter card; (5) **Legibly** print legal name as it appears on the Melbourne Beach voting list; (6) sign only once on this petition; (7) **NOT** sign another person's name; (8) **NOT** sign for another candidate running for the same office. Signers understand that the Town Clerk cannot certify the name of a voter that cannot be read due to illegible writing.

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
1. ✓	Santford R. Wilson II	7/30	410 Sunset Blvd M.B. FL 32951	11-14-51	SANTFORD R. WILSON II
2. ✓	Maura Wilson	7/30	410 Sunset Blvd Melb FL 329	11-29-54	MAURANA WILSON
3. ✓	Maurice Watters	7/30	416 6th Ave	100990627	Maurice Watters
4. ✓	Stuart Watters	7/30	416 6th Ave	02/02/1950	STUART WATTERS
5. ✓	Sheila Compagnon	8/3	217 Ash Ave Melb FL	2/19/1963	SHEILA COMPAGNON
6. ✓	Barry Compagnon	8/3	217 Ash Ave Melb FL	8/1/1964	Barry Compagnon
7. ✓	Michael A. Bove	8/3	216 Ash Ave Melb FL	11/20/55	MICHAEL A. BOVE
8. ✓	Tina M. Bove	8/3	216 Ash Ave Melb FL	10/17/60	Tina M. Bove
9. ✓	William M. Voller	8/4	220 Ash Ave 32961	7/22/43	WILLIAM M. VOLLER
10.					



TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of GAIL GORDY be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
11. X	Maurice Elliott	8/3/2020	2105 Atlantic St # 634	02/11/36	MARIA ELLIOTT
12. ✓	Joyce H. Castellano	8/3/2020	2105 Atlantic St. Apt. 613	02/21/1939	JOYCE CASTELLANO
13. ✓	Patricia Limoge	8/3/2020	2101 Atlantic St. #522	02/29/1938	PATRICIA A. LIMOGÉ
14. ✓	Raymond Jimenez	8/3/2020	2101 Atlantic St. #522	3/08/1938	RAYMOND W. JIMENEZ
15. X	Jeanne Delaney Hansen	8-3-20	435 Ruevieu Lane 32951	7-29-45	JEANNE SOLLEY HANSEN
16. X	Daniel Hansen	8-3-20	435 Ruevieu Lane 32951	8-4-48	DANIEL H. HANSEN
17. ✓	Paula Marie Wenzel	8-3-20	406 Buckle Key 32951	12-8-28	PAULA MARIE WENZEL
18. ✓	Barry Coyne Hansen	8-3-20	1806 Pine St	11-10-38	BARRY HANSEN
19. ✓	C.H. Smith	8/3/20	1806 Pine St.	12/08/1935	C.H. SMITH
20.					



**TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION**

GAIL GARDY

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of _____ be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
21. ✓	<u>Garth D. Dumas</u>	8/3/20	410 6th AVE	4/6/38	Garth D. Dumas
22. ✓	<u>John H. Amico</u>	8/3/20	410 6th AVE	9/14/36	John H. Amico
23. X	<u>Reynaldo Del Valle</u>	8-3-20	215 Ash Ave Melbourne Bch, FL 32951	3/12/46	Reynaldo Del Valle
24. ✓	<u>John Portiera</u>	8/4/20	214 Ash Ave MB	8-24-42	John Portiera
25. ✓	<u>Aune Portiera</u>	8/4/20	214 Ash Ave MB	8-22-44	Aune Portiera
26. ✓	<u>Gail Floyd Cobb</u>	8/4/20	212 Ash AVE MB	8-25-1945	Gail Floyd Cobb
27. ✓	<u>Susan Cobb</u>	8/4	212 Ash Ave	2-15-49	Susan Cobb
28. X	<u>Hayra Pinero</u>	8/4	213 Ash AVE MB	12/28/61	Hayra Pinero
29. ✓	<u>Luis Gervantes</u>	8/4	213 Ash AVE MB	8/3/54	Luis Gervantes
30.					



**TOWN OF MELBOURNE BEACH, FLORIDA
CANDIDATE NOMINATION PETITION**

We, the undersigned qualified electors of the Town of Melbourne Beach, Florida, hereby request that the name of GAIL GORDY be placed on the November 3, 2020 Official Municipal Election Ballot for Office of Commissioner-at-Large for a two (2) year term to expire in November 2022.

We further certify that we have not signed the petition of any other candidate for this particular office for this election.

(See instructions on Page 1.)

Clerk Use Only	Signature	Date Signed	Actual Street Address; (Not a P.O. Box) Include Town, State, Zip	Date of Birth or Voter Registration #	Print Full Legal Name First & Last Name
31. ✓	<i>Michael West</i>	7/30	406 Atlantic St. Melbourne Beach FL 32951	08/21/62	Michael West
32. ✓	<i>Bretchen Sauerman</i>	7/30	406 Atlantic St. Melb. Beach FL 32951	09/09/64	Bretchen Sauerman
33. ✓	<i>Kenneth West</i>	7/30	406 Atlantic St. Melb. Beach FL 32951	12/07/2000	Kenneth West
34.					
35.					
36.					
37.					
38.					
39.					
40.					

Town Clerk's Certification

Municipality: Melbourne Beach, Florida

Total Valid: 25

Total Invalid: 5

I hereby certify that the names of all the petitioners listed as valid appear on the Melbourne Beach, Florida voting list as a qualified voter, and that the candidate filed the petition during the qualifying period.

Signature of Town Clerk

Jennifer Torres, Town Clerk

Date

8/10/2020



Town of Melbourne B
507 Ocean Avenue
Melbourne Beach FL 32951

Payee: GAIL GOWDY

Date: 8/10/2020 Time: 4:40

Receipt Number: DAILY / 20

Clerk: GREG

CAMPAIGN FEES


ITEM	REFERENCE	AMOUNT
ELEC	CAMP FEES	
Elect Trust Fd		41.00
Total:		41.00
Check 0098		41.00
Change:		0.00

Thank You !

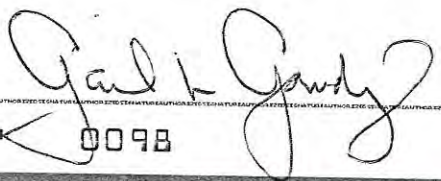
CAMPAIGN ACCOUNT
GAIL GOWDY FOR COMMISSIONER
215 ASD AVE
MELBOURNE BEACH FL 32951

8/10/2020 0098
63-1482/670

Pay to the Order of Town of Melbourne Beach \$ 41.00
Forty-one and 00/100 Dollars

 **Bank**
America's Most Convenient Bank®

For QUALIFY - ACCESS FEE



00670148221 4376484758 0098

TD Bank, N.A.

FORM 1**STATEMENT OF
FINANCIAL INTERESTS****2019**

Please print or type your name, mailing address, agency name, and position below:

FOR OFFICE USE ONLY:

LAST NAME -- FIRST NAME -- MIDDLE NAME :

GOWDY GAIL L

MAILING ADDRESS:

215 ASH AVE

CITY:

MELBOURNE BEACH

ZIP:

32951

COUNTY:

BREVARD

NAME OF AGENCY:

TOWN OF MELBOURNE BEACH

NAME OF OFFICE OR POSITION HELD OR SOUGHT:

COMMISSIONER-AT-LARGE

CHECK ONLY IF ☒ CANDIDATE OR ☐ NEW EMPLOYEE OR APPOINTEE****** THIS SECTION MUST BE COMPLETED ********DISCLOSURE PERIOD:**

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR CALENDAR YEAR ENDING DECEMBER 31, 2019.

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (must check one):



COMPARATIVE (PERCENTAGE) THRESHOLDS

OR



DOLLAR VALUE THRESHOLDS

PART A -- PRIMARY SOURCES OF INCOME [Major sources of income to the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY
SOCIAL SECURITY Admin	306 SPRING GARDEN ST Phila PA 19123	SS - Gov.
WELLS FARGO CLEARING Ser	1499 S. HARBOR CITY BLVD MELB. FL 32901	Investment Banking - Fin

PART B -- SECONDARY SOURCES OF INCOME[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE
N/A			

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]
(If you have nothing to report, write "none" or "n/a")

N/A

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

FILING INSTRUCTIONS for when and where to file this form are located at the bottom of page 2.**INSTRUCTIONS** on who must file this form and how to fill it out begin on page 3.

Attachments:	Emergency Order 2020-06 Emergency Order 2020-07 Draft of EO 2020-08 Draft of EO 2020-09
Date Prepared:	August 14, 2020
Prepared By:	Town Clerk Torres
Meeting Date:	August 19, 2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input checked="" type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Emergency Orders related to Face Masks
Recommended Action:	Consideration of extending Emergency Order 2020-06 and 2020-07 – Mayor Simmons
Background Information:	Current EO's expire August 20, 2020



Town of Melbourne Beach
EMERGENCY ORDER NO. 2020-06

AN EMERGENCY ORDER OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING FACE COVERINGS AT ALL INDOOR TOWN FACILITIES TO MINIMIZE THE SPREAD OF COVID-19; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR FACE COVERING REQUIREMENTS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; as extended by Executive Order No. 20-113 and Executive Order No. 20-166; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the Town of Melbourne Beach ("the Town") adopted a Proclamation declaring a Civil Emergency/State of Local Emergency ("the Proclamation") on March 18, 2020 declaring a local state of emergency for the Town regarding the COVID-19 emergency; and

WHEREAS, as part of the Proclamation, the Town authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the Mayor to the extent necessary to protect the public health, safety and welfare and the best interests of the Town, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that "personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that "COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes

or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about “2 arms’ length”); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19 particularly in “pubic settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 cases in the Town of Melbourne Beach has been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the Town Commission resolves that it is in the best interest of the residents of the Town of Melbourne Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Order to require face coverings in indoor Town owned and operated facilities as specified herein on an emergency basis in accordance with Chapter 16 of the Town of Melbourne Beach Ordinances.

NOW THEREFORE BE IT ENACTED BY AN EMERGENCY ORDER BY THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the Town Commission as legislative findings.

Section 2. Definitions.

"Face Covering" shall mean a uniform piece of material that securely covers a persons' nose and mouth and remains affixed in place without the use of one's hands, whether store-bought or homemade, concurrent with CDC guidelines.

"Social Distancing" shall mean keeping space between yourself and other people by staying at least 6 feet (or approximately 2 arms' length) from other people.

Section 3. Face Coverings Required.

(a). Every Person living, working, or visiting the Town of Melbourne Beach shall wear a face covering in every indoor Town owned and operated facility.

Section 4. Exceptions.

- (a) Persons under the age of 6 years old; or
- (b) Persons observing social distancing under the CDC guidelines; or
- (c) Persons for whom a face covering would cause impairment due to an existing health condition; or
- (d) Persons working in a business or profession who do not have contact with other people; or
- (e) Persons working in a business or profession who maintain continuous social distancing from another person; or
- (f) Persons working in a business or profession where working with a face covering would prevent them from performing the duties of the business or profession; or
- (g) Persons exercising while maintaining social distancing; and
- (h) Persons eating or drinking; or
- (i) Public safety, fire, and other life safety and public health personnel, as their personal protection equipment will be governed by their respective agencies; or
- (j) This requirement shall not apply when a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. Penalties.

(a). Civil Citation. Any person violating the terms of this Emergency Order and found in violation may be punished and fined up to \$100.00 by the Police Department. A warning and a complimentary mask will be provided for a first offense; the fine for a

second offense shall be \$50.00, and the fine for a third or more offense shall be \$100.00 for each of the third and successive offense(s).

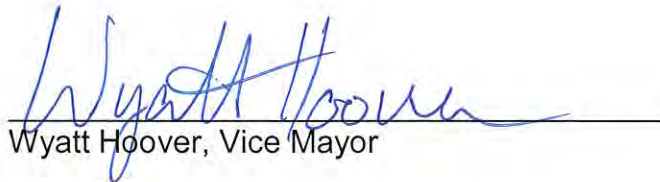
Section 6. Severability. In the event a court of competent jurisdiction shall hold or determine that any part of this Order is invalid or unconstitutional, the remainder of Order not be affected and it will be presumed that the Town Commission for the Town of Melbourne Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the Town Commission would have enacted the remainder of this Order without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 7. Conflicts. All ordinances or parts of ordinances or orders or parts of orders in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Order shall become effective on Friday, July 17 at 12:01 a.m., and shall sunset at 12:00 midnight on Thursday, August 20, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town to be affixed at Melbourne Beach, Florida, this 16th day of July, 2020.




Wyatt Hoover, Vice Mayor

ATTEST:


Jennifer Torres, Town Clerk



Town of Melbourne Beach
EMERGENCY ORDER NO. 2020-07

AN EMERGENCY ORDER OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING ALL BUSINESSES TO POST THEIR MASK POLICY AT THE ENTRY OF THE BUSINESS TO ADVISE CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF SAME PRIOR TO ENTERING THE BUSINESSES; REQUIRING CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF ESSENTIAL BUSINESSES, AS DEFINED HEREIN, TO WEAR MASKS; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; as extended by Executive Order No. 20-113 and Executive Order No. 20-166; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the Town of Melbourne Beach ("the Town") adopted a Proclamation declaring a Civil Emergency/State of Local Emergency ("the Proclamation") on March 18, 2020 declaring a local state of emergency for the Town regarding the COVID-19 emergency; and

WHEREAS, as part of the Proclamation, the Town authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the Mayor to the extent necessary to protect the public health, safety and welfare and the best interests of the Town, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that "personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that "COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about "2 arms' length"); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19 particularly in "public settings where other social distancing measures are difficult to maintain"; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 cases in the Town of Melbourne Beach has been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the State of Florida has the highest percentage of population in the United States 65 years of age and older, as well as the second largest population of that demographic; and

WHEREAS, based upon recent updated census estimates, the demographic of residents 65 years of age and older living in the Town of Melbourne Beach is 18.7%; and

WHEREAS, according to the CDC, the vast majority of persons that test positive for the COVID-19 virus that are hospitalized or die from the virus are persons over the age of 65 years and/or have underlying health conditions; and

WHEREAS, according the CDC, overall, 31% of cases, 45% of hospitalizations, 53% of ICU admissions, and 80% of deaths associated with COVID-19 were among

adults aged 65 years of age and older with the highest percentage of severe outcomes among persons aged 85 years of age and older; and

WHEREAS, the Town Commission has determined that it is in the best interest of the residents of the Town of Melbourne Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Order to require all businesses to post their face covering policy to alert older persons and persons with underlying conditions whether or not all other persons within a business will have face coverings as a way to make informed decisions to enter a business; as specified herein on an emergency basis in accordance with Chapter 16 of the Town of Melbourne Beach Ordinances and require businesses that are deemed essential to the needs of all residents to require face coverings for all patrons.

NOW, THEREFORE, BE IT ENACTED BY AN EMERGENCY ORDER BY THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the Town Commission as legislative findings.

Section 2. *Definitions.*

“Face Covering” shall mean a uniform piece of material that securely covers a person’s nose and mouth and remains affixed in place without the use of one’s hands, whether store-bought or homemade, concurrent with CDC guidelines.

Section 3. *Businesses Required to Post Face Coverings Policy on their Doorway.*

(a). Every business in the Town of Melbourne Beach with a storefront that allows customers into their building for the purpose of purchasing goods and services are required to post their Policy requirements for Face Coverings for their customers, patrons and employees.

(b). The Policy shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). All businesses are encouraged to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; or
2. Persons for whom a face covering would cause impairment due to an existing health condition; or
3. Persons exercising while maintaining social distancing; or
4. Persons eating or drinking; or

5. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 4. *“Essential” businesses required to mandate Face Coverings for all customers and employees.*

(a). Every business in the Town of Melbourne Beach with a storefront that allows customers in their building for the purpose of purchasing goods and services that are deemed to be essential to all residents (gas stations, convenience stores, grocery stores, and drug stores) are required to mandate face coverings for their customers, patrons, employees and business invitees.

(b). The mandate shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). Essential businesses are required to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; or
2. Persons for whom a face covering would cause impairment due to an existing health condition; or
3. Persons eating or drinking; or
4. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. Penalties.

(a). Civil Citation. Any person violating the terms of this Emergency Order and found in violation may be punished and fined up to \$100.00 by the Police Department. A warning and a complimentary mask will be provided for a first offense; the fine for a second offense shall be \$50.00, and the fine for a third or more offense shall be \$100.00 for each of the third and successive offense(s).

Section 6. Severability. In the event a court of competent jurisdiction shall hold or determine that any part of this Order is invalid or unconstitutional, the remainder of the Order shall not be affected and it will be presumed that the Town Commission for the Town of Melbourne Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the Town Commission would have enacted the remainder of this Order without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

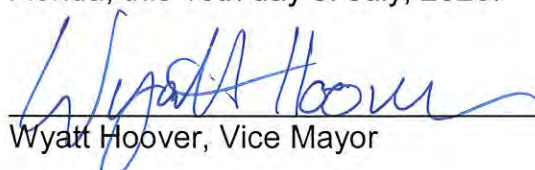
Section 7. Conflicts. All ordinances or parts of ordinances or orders or parts of orders in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Order shall become effective on Friday, July 17 at 12:01 a.m., and shall sunset at 12:00 midnight on Thursday, August 20, 2020.

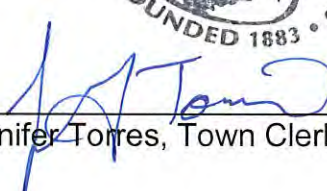
IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town to be affixed at Melbourne Beach, Florida, this 16th day of July, 2020.

(Seal)




Wyatt Hoover, Vice Mayor

ATTEST:


Jennifer Torres, Town Clerk



Town of Melbourne Beach
EMERGENCY ORDER NO. 2020-08

AN EMERGENCY ORDER OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING FACE COVERINGS AT ALL INDOOR TOWN FACILITIES TO MINIMIZE THE SPREAD OF COVID-19; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR FACE COVERING REQUIREMENTS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; as extended by Executive Order No. 20-113 and Executive Order No. 20-166; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the Town of Melbourne Beach ("the Town") adopted a Proclamation declaring a Civil Emergency/State of Local Emergency ("the Proclamation") on March 18, 2020 declaring a local state of emergency for the Town regarding the COVID-19 emergency; and

WHEREAS, as part of the Proclamation, the Town authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the Mayor to the extent necessary to protect the public health, safety and welfare and the best interests of the Town, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that "personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that "COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes

or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about “2 arms’ length”); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19 particularly in “pubic settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 cases in the Town of Melbourne Beach has been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the Town Commission resolves that it is in the best interest of the residents of the Town of Melbourne Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Order to require face coverings in indoor Town owned and operated facilities as specified herein on an emergency basis in accordance with Chapter 16 of the Town of Melbourne Beach Ordinances.

NOW THEREFORE BE IT ENACTED BY AN EMERGENCY ORDER BY THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the Town Commission as legislative findings.

Section 2. Definitions.

"Face Covering" shall mean a uniform piece of material that securely covers a persons' nose and mouth and remains affixed in place without the use of one's hands, whether store-bought or homemade, concurrent with CDC guidelines.

"Social Distancing" shall mean keeping space between yourself and other people by staying at least 6 feet (or approximately 2 arms' length) from other people.

Section 3. Face Coverings Required.

(a). Every Person living, working, or visiting the Town of Melbourne Beach shall wear a face covering in every indoor Town owned and operated facility.

Section 4. Exceptions.

- (a) Persons under the age of 6 years old; or
- (b) Persons observing social distancing under the CDC guidelines; or
- (c) Persons for whom a face covering would cause impairment due to an existing health condition; or
- (d) Persons working in a business or profession who do not have contact with other people; or
- (e) Persons working in a business or profession who maintain continuous social distancing from another person; or
- (f) Persons working in a business or profession where working with a face covering would prevent them from performing the duties of the business or profession; or
- (g) Persons exercising while maintaining social distancing; and
- (h) Persons eating or drinking; or
- (i) Public safety, fire, and other life safety and public health personnel, as their personal protection equipment will be governed by their respective agencies; or
- (j) This requirement shall not apply when a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. Penalties.

(a). Civil Citation. Any person violating the terms of this Emergency Order and found in violation may be punished and fined up to \$100.00 by the Police Department. A warning and a complimentary mask will be provided for a first offense; the fine for a

second offense shall be \$50.00, and the fine for a third or more offense shall be \$100.00 for each of the third and successive offense(s).

Section 6. Severability. In the event a court of competent jurisdiction shall hold or determine that any part of this Order is invalid or unconstitutional, the remainder of Order not be affected and it will be presumed that the Town Commission for the Town of Melbourne Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the Town Commission would have enacted the remainder of this Order without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 7. Conflicts. All ordinances or parts of ordinances or orders or parts of orders in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Order shall become effective on Friday, August 21 at 12:01 am., and shall sunset at 12:00 midnight on Thursday, September 17, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town to be affixed in Melbourne Beach, Florida on this 19th Day of August, 2020.

ATTEST

Jennifer Torres, Town Clerk

James D. Simmons, Mayor



Town of Melbourne Beach
EMERGENCY ORDER NO. 2020-09

AN EMERGENCY ORDER OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING ALL BUSINESSES TO POST THEIR MASK POLICY AT THE ENTRY OF THE BUSINESS TO ADVISE CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF SAME PRIOR TO ENTERING THE BUSINESSES; REQUIRING CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF ESSENTIAL BUSINESSES, AS DEFINED HEREIN, TO WEAR MASKS; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; as extended by Executive Order No. 20-113 and Executive Order No. 20-166; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the Town of Melbourne Beach ("the Town") adopted a Proclamation declaring a Civil Emergency/State of Local Emergency ("the Proclamation") on March 18, 2020 declaring a local state of emergency for the Town regarding the COVID-19 emergency; and

WHEREAS, as part of the Proclamation, the Town authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the Mayor to the extent necessary to protect the public health, safety and welfare and the best interests of the Town, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that "personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that “COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about “2 arms’ length”); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19 particularly in “public settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 cases in the Town of Melbourne Beach has been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the State of Florida has the highest percentage of population in the United States 65 years of age and older, as well as the second largest population of that demographic; and

WHEREAS, based upon recent updated census estimates, the demographic of residents 65 years of age and older living in the Town of Melbourne Beach is 18.7%; and

WHEREAS, according to the CDC, the vast majority of persons that test positive for the COVID-19 virus that are hospitalized or die from the virus are persons over the age of 65 years and/or have underlying health conditions; and

WHEREAS, according the CDC, overall, 31% of cases, 45% of hospitalizations, 53% of ICU admissions, and 80% of deaths associated with COVID-19 were among

adults aged 65 years of age and older with the highest percentage of severe outcomes among persons aged 85 years of age and older; and

WHEREAS, the Town Commission has determined that it is in the best interest of the residents of the Town of Melbourne Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Order to require all businesses to post their face covering policy to alert older persons and persons with underlying conditions whether or not all other persons within a business will have face coverings as a way to make informed decisions to enter a business; as specified herein on an emergency basis in accordance with Chapter 16 of the Town of Melbourne Beach Ordinances and require businesses that are deemed essential to the needs of all residents to require face coverings for all patrons.

NOW, THEREFORE, BE IT ENACTED BY AN EMERGENCY ORDER BY THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the Town Commission as legislative findings.

Section 2. *Definitions.*

“Face Covering” shall mean a uniform piece of material that securely covers a person’s nose and mouth and remains affixed in place without the use of one’s hands, whether store-bought or homemade, concurrent with CDC guidelines.

Section 3. *Businesses Required to Post Face Coverings Policy on their Doorway.*

(a). Every business in the Town of Melbourne Beach with a storefront that allows customers into their building for the purpose of purchasing goods and services are required to post their Policy requirements for Face Coverings for their customers, patrons and employees.

(b). The Policy shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). All businesses are encouraged to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; or
2. Persons for whom a face covering would cause impairment due to an existing health condition; or
3. Persons exercising while maintaining social distancing; or
4. Persons eating or drinking; or

5. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 4. *“Essential” businesses required to mandate Face Coverings for all customers and employees.*

(a). Every business in the Town of Melbourne Beach with a storefront that allows customers in their building for the purpose of purchasing goods and services that are deemed to be essential to all residents (gas stations, convenience stores, grocery stores, and drug stores) are required to mandate face coverings for their customers, patrons, employees and business invitees.

(b). The mandate shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). Essential businesses are required to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; or
2. Persons for whom a face covering would cause impairment due to an existing health condition; or
3. Persons eating or drinking; or
4. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. Penalties.

(a). Civil Citation. Any person violating the terms of this Emergency Order and found in violation may be punished and fined up to \$100.00 by the Police Department. A warning and a complimentary mask will be provided for a first offense; the fine for a second offense shall be \$50.00, and the fine for a third or more offense shall be \$100.00 for each of the third and successive offense(s).

Section 6. Severability. In the event a court of competent jurisdiction shall hold or determine that any part of this Order is invalid or unconstitutional, the remainder of the Order shall not be affected and it will be presumed that the Town Commission for the Town of Melbourne Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the Town Commission would have enacted the remainder of this Order without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 7. Conflicts. All ordinances or parts of ordinances or orders or parts of orders in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Order shall become effective on Friday, August 21 at 12:01 am., and shall sunset at 12:00 midnight on Thursday, September 17, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town to be affixed in Melbourne Beach, Florida on this 19th Day of August, 2020.

ATTEST

Jennifer Torres, Town Clerk

James D. Simmons, Mayor

Attachments:	Email from Karen Fenaughty from Florida Solar Energy Council. Email from Curtis Byrd regarding Energy Audit and Page 26 of Sustainability Action Plan.
Date Prepared:	8/5/2020
Prepared By:	Elizabeth Mascaro
Meeting Date:	8/19/2020

Agenda Category:

	Proclamations & Awards		Public Hearings
	Presentations		Old Business
	Boards & Committees	x	New Business
	Consent		Other:

Subject:	Energy Audit for Town Hall Complex-Addresses Priority Action Item No.7-Increased renewable energy use with town municipal infrastructure in the Guidelines for Sustainable Actions (EAB)
Recommended Action:	Review Proposal from Florida Solar Energy Council on Performing and Energy Analysis and Solar Feasibility Assessment at a cost of \$5,000.00
Background Information:	<p>EAB's Guidelines for Sustainable Actions has a Priority Action Item calling for the Town to increase its renewable energy use. 5 action items were identified:</p> <ol style="list-style-type: none"> 1. Conduct energy audit 2. Complete replacement of all current lighting with LED. 3. Install at least one electric vehicle charging station. 4. Assess feasibility of solar energy installation in Town Hall Complex. 5. Voluntarily strive for Town operations to use 100% renewable energy by 2030. <p>The EAB Board contacted Karen Fenaughty with Florida Solar Energy Council to determine the scope and cost of an energy audit for the Town Hall Complex.</p>

4. **Restrict and eliminate the use of toxic or carcinogenic chemicals in all public spaces, including playgrounds, school yards and parks**



Diverse municipal governments are examining and implementing steps to reduce and eliminate use of toxic chemicals in public spaces, including fertilizers as feasible. These issues will be scoped with a focus on existing precedents for ordinance-based actions.

5. **Plan and standardize an educational campaign of quarterly “Popcorn Science” presentations**



The EAB and community partners will be responsible for planning and conducting these lectures and outreach events. In addition to social media, web and e-mail, also market sustainability events to those who do not frequently use electronic media.

6. **Manage Ryckman Park as a leading example of sustainable park management**

Popular and centrally located, Ryckman Park provides an excellent opportunity for sustainability initiatives. Multiple actions are listed in Built and Natural Environment, Objective 4.



7. **Increase renewable energy use within town municipal infrastructure**



This is an overarching PAT that includes several action items within Energy Objectives 1 and 3 above. Near- and intermediate-term priority actions include:

- Conduct energy audits and establish a tracking system to identify municipal building energy consumption.
- Complete the replacement of all current lighting in municipal buildings and streets with more efficient LED bulbs.
- Install at least one electric vehicle charging station within town limits.
- Assess feasibility of solar energy installation on town properties and implement a small solar project, with a long-term goal of powering all municipal buildings.
- Voluntarily strive for town operations to use 100% renewable energy by 2030, actions in Energy, Objective 1.

8. **Foster solar energy use within the residential and business community**



Melbourne Beach offers an increasing affordable location for solar energy installation and long-term savings. This is an overarching PAT that includes several action items within Energy, Objective 2, on energy efficiency in the community.

9. **Become a certified Dark Sky Community**



Scope and initiate steps to become an International Dark Sky Community with benefits that will accrue from sea turtles to human quality of life.

Melbourne Beach Town Manager

From: Ken Lindeman <lindeman@fit.edu>
Sent: Thursday, July 30, 2020 11:38 AM
To: Curtis Byrd
Cc: Melbourne Beach Town Manager
Subject: RE: FW: Energy Audit

Follow Up Flag: Follow up
Flag Status: Completed

Ok, ideally, both could be done... For example, the internship doesn't have to be paid in this case. What you are discussing w FSEC is pretty essential and not overpriced - and is beyond what one student could do. If possible, you could do FSEC and, separately, we can still try to get you a student to continue Taylor's work on the GSA. Right now, some other cities are also not paying interns due to Covid.

From: Curtis Byrd <curtisbyrd@gmail.com>
Sent: Thursday, July 30, 2020 11:29 AM
To: Ken Lindeman <lindeman@fit.edu>
Cc: Town Manager <townmanager@melbournebeachfl.org>
Subject: Re: FW: Energy Audit

Thanks Ken for checking on this for us.. I'm going to discuss with the EAB and the TM. We'll keep you posted on what we decide. Right now, I am going to suggest that we keep the Internship and the funding with it. Thanks,
Curtis

On Thu, Jul 30, 2020 at 10:45 AM Ken Lindeman <lindeman@fit.edu> wrote:

Hi,

I spoke in detail with the energy audit expert we used as a volunteer-mentor for two on-campus buildings last year. It turns out that he cannot do this specific work and sign as a PE if it's not on-campus for an FIT property. He would have to charge fees that w the intern salary would not be different for the town than what FSEC quoted or higher.

I don't see how FSEC could charge much less than 5K for this. If this is money that would come from an intern salary, we understand there are hard trade-offs.

Best wishes on this, please let me know what you end up doing. Ken

From: Ken Lindeman
Sent: Wednesday, July 29, 2020 9:42 PM
To: Curtis Byrd <curtisbyrd@gmail.com>
Cc: Town Manager <townmanager@melbournebeachfl.org>
Subject: RE: FW: Energy Audit

Hi,

I'll process and respond asap, please allow for a few days.

From: Curtis Byrd <curtisbyrd@gmail.com>
Sent: Wednesday, July 29, 2020 1:24 PM
To: Ken Lindeman <lindeman@fit.edu>
Cc: Town Manager <townmanager@melbournebeachfl.org>
Subject: Fwd: FW: Energy Audit

Ken--Wanted to run this by you. Looks like a good assessment but the \$5000 cost will definitely be scrutinized by our Town Commission.

What do you think? Could FIT do the same as a lower price? If not, do you see things that could be put off to a later date so the cost isn't so high?

Just wanted to get your thoughts on this.

Thanks,

Curtis

----- Forwarded message -----

From: **Melbourne Beach Town Manager** <TownManager@melbournebeachfl.org>
Date: Wed, Jul 29, 2020 at 12:58 PM
Subject: FW: Energy Audit
To: Curtis Byrd <curtisbyrd@gmail.com>

Hi Curtis,

Attached is the estimate to provide the Town with an energy audit.

I will present this at the next Town Commission Meeting in August. I'm don't how the Commission will feel about the \$5,000 cost. What are your thoughts about the cost?

Thank you,

Elizabeth Mascaro

Town Manager



FSEC Energy Research Center

UNIVERSITY OF CENTRAL FLORIDA

July 29, 2020

Elizabeth Mascaro
Town Manager
507 Ocean Ave.
Melbourne Beach, FL 32951

Dear Ms. Mascaro:

The FSEC Energy Research Center is pleased to provide this draft scope of work and draft budget in response to the Town of Melbourne Beach request for quotation for energy audit and solar feasibility assessment in support of its goal to reduce energy use of the municipal operations and offset remaining needs with renewable generation.

FSEC has a long history of working with cities and counties on a variety of technical and policy matters that present challenges to the advancement of solar energy. We have recently worked with the City of Orlando to develop a roadmap to achieve its goals of 100% renewable municipal operations by 2020 and 100% city-wide renewable by 2050. This includes guidance for resiliency and renewable energy readiness, identification of photovoltaic (PV) capacity, piloting PV with energy storage installations, and creating solar guidelines for new construction building codes. Last year we evaluated 18 buildings for the City of New Smyrna Beach, assessing energy and demand needs, identifying cost-effective energy conservation measures, and indicating appropriate sizing and locations of solar arrays.

FSEC research programs have clearly demonstrated that reducing a building's energy consumption and demand loads will lead to significant energy savings and optimize the use of solar energy. We believe your decision to include an energy analysis of your buildings is strategic and will ultimately maximize your solar investment.

A formal proposal and budget through the University's business office can be generated upon request. Please feel free to contact me at (321) 432-9152 should you have any questions.

Sincerely yours,

A handwritten signature in black ink, reading 'Karen Fenaughty', is positioned above the typed name.

Karen Fenaughty
FSEC Energy Research Center
University of Central Florida
1679 Clearlake Rd., Cocoa, FL 32922
(321) 432-9152

Town of Melbourne Beach Energy Analysis and Solar Feasibility Assessment: Draft Scope and Estimated Budget

Background

The Town of Melbourne Beach, hereafter referred to as the Town, is interested in exploring energy efficiency improvements and solar electric generation for three of its municipal buildings. Four buildings are being considered for placement of solar photovoltaics, including the town generator facility. The Town has contacted The Florida Solar Energy Center (FSEC) to express interest in a building energy analysis of each facility's energy profile to help determine cost-effective energy and demand reduction measures that will also help maximize any investment in solar energy. FSEC's evaluation package will help the Town to develop an attainable plan and budget for renewable energy installations on Town facilities over time.

The Town has requested cost estimates to conduct the energy analysis and solar feasibility. The facilities to be assessed include:

1. Town Hall Complex
2. Public Works
3. Community Center
4. Town Hall Generator Building (for solar array only)

To conduct our evaluation, FSEC will request the Town provide the following for each building:

1. Roof age and expected lifespan (when the Town is expecting to replace)
2. Two years of utility billing information
3. Facilities renovation, upgrades or replacements within the last two years
4. Currently planned building renovations and time frames
5. Public records, such as building plans or documents about each building that may be needed to inform feasibility assessment
6. Access (including roof) to all buildings being evaluated (estimated to take a few hours total, on a mutually agreeable date.)

Work Scope

FSEC will provide a concise feasibility report on each building for energy conservation and solar installation recommendations, including:

1. An assessment of solar feasibility that will account for available roof area, roof orientation and limitations such as shading that may impact a solar installation.
2. Utility billing analysis to be used to determine the monthly energy use profile and the Energy Use Intensity (kBtu/ ft²-yr).
3. A level 1 on-site building energy assessment. This assessment will be used to help identify cost-effective measures for reducing building energy use and demand in order to optimize the expenditures for solar equipment.

4. The recommended size (kW of output) of system, estimated cost of installation, estimated maintenance budget, and return on investment analysis. The recommendations will be based on system sized to the facility's historical energy demand as provided by utility records
5. An assessment of how much renewable electricity would be provided by the recommended installed system and the percentage of the building's annual electrical use would be met with the system.
6. An estimate of the Return on Investment and period of time for payback of the system based on the facilities current electricity rate.

Deliverable

FSEC will provide a final written report that addresses the work scope. The report will be designed to serve as a guidance document for Town staff to develop attainable goals for solar and renewable energy installations over time. Renewable energy options regarding sizing, estimated costs of materials, installation, and maintenance will be provided over the life expectancy of system. Estimates on recommended energy conservation savings and approximate costs to implement will be used to estimate economic impact. FSEC will be available to present a summary of the report at one Town meeting if desired.

Timeline

Upon obtaining a fully executed contract by both parties and a notice to proceed from the Town, FSEC will require four months to complete the tasks and services identified above.

Budget

FSEC estimates a cost of \$5,000 to perform this scope of work. The official cost will be provided after FSEC is asked for a formal proposal and it has gone through University of Central Florida's Office of Research review and approval process.

FSEC Capabilities

The FSEC Energy Research Center, an energy research and education institute of the University of Central Florida (UCF), has more than 40 years of experience in renewable energy and building science. Established by the Florida Legislature in 1975, FSEC has a history of basic and applied research excellence, and has gained national and international respect for its public and private partnerships, focusing on solar energy, energy-efficient buildings, hydrogen and fuel cells, electric vehicles, smart-grid research, and testing and certification of solar equipment. The Center conducts continuing education and training programs for professionals, government and industry leaders around the world, in addition to Science, Technology, Engineering and mathematics (STEM) opportunities for the future energy workforce. FSEC has been instrumental in the development of Florida building energy code and energy policy. Located on UCF's Cocoa campus, a 20-acre research complex 35 miles east of the Orlando campus, the 100-member staff includes professionals with expertise in engineering, science, architecture, chemistry, physics, instrumentation, information technology, and education. FSEC conducts \$6 to \$12 million in contracted research each year.

FSEC has a 40-year history of working with state and local governments as well as the solar industry in the commercialization of solar energy. FSEC is the technical and policy advisor to the Go SOLAR Florida program that aims to streamline solar system permitting and remove barriers to the use of solar. Prior to that, FSEC served as advisor to multiple state and local government agencies on the Million Solar Roofs and Solar America Cities programs supported by the US Department of Energy. FSEC has been the leader in solar energy system codes and standards development, contractor licensing, system permitting, and similar quality control and consumer protection measures that support the growth and development of the solar industry. FSEC is well equipped to support training and education in the areas of energy system commissioning, operation and maintenance, inspection, code compliance, and has access to experts in the marketing and financing area.

Personnel

The following FSEC staff members will be assigned to this project. (Resumes follow)

- Project Manager: Karen Fenaughty
- Project Engineers and Analysts: Chuck Withers and Donard Metzger

KAREN FENAUGHTY, FSEC Energy Research Center, Research Analyst
(321) 432-9152
kfenaughty@fsec.ucf.edu

EDUCATION

Masters of Science, MBA University of Alaska Anchorage, 1998

Bachelor of Science, Management Information Systems University of South Florida, 1990

EXPERIENCE

2009-Present, Buildings Research Division, Florida Solar Energy Center, Cocoa, FL

2011-Present, Research Analyst: Currently or recently served as PI or Co-PI under several US Department of Energy contracts conducting field research including: evaluation of energy code compliance and development and field test methods to accurately and cost-effectively measure energy and cost savings opportunities; evaluation of demand reduction opportunities of connected water heaters; investigating energy savings potential of integrated controller methods for residential HVAC; and developing and evaluating energy savings and demand reduction opportunities with cost-effective residential, deep energy retrofit packages. Other recent work includes Co-PI under Orlando Utility Commission contract to estimate energy and peak demand reductions for energy efficiency retrofit measures for residential and commercial buildings, and Co-PI for US Department of Agriculture Rural Development Rural Energy for America Program Florida Rural Small Business Energy Assistance Collaborative, providing small business energy evaluations. Participates in project design, including planning, outreach, and recruitment, coordinating research partners, participants, and sponsors. Conducts data analysis to determine retrofit energy and peak savings and measure cost-effectiveness using custom instrumentation and AMI data. Expert in weather normalization and statistical evaluation. Expert in audit and simulation analysis: Performed over 100 residential energy audits and modeled energy use using BEopt, EnergyGauge USA and Home Energy Score. Performs office and retail building energy use evaluations.

2009-2011 Research Associate: Work under the Building America Industrialized Housing Partnership primarily included conducting residential energy audits, energy simulations, and utility data analysis.

2004-2009, Residential Real Estate Sales, Brevard County, FL

Residential real estate sales broker-associate with a focus on educating buyers and sellers about reducing utility bills and living comfortably through energy efficient and environmentally-conscious choices. Qualifications: Certified EcoBroker® and National Association of Realtors *Green Designee*

SYNERGISTIC ACTIVITIES

- Authored several energy-related papers and reports and frequently presents research at industry conferences such ASHARE (Winter 2020), RESNET (2020), ACEEE (2014, 2016, 2018), Affordable Comfort Inc. (2016), Energy, Utility & Environment Conference (2016).
- 2009-Present: Certified Home Energy Rater (Florida Class I and RESENT)
- 2012-2013: Board member, FGBC, Affordable Housing Committee
- 2017-2018: Board member, Space Coast Association of Realtors Green Committee

DONARD A. METZGER, FSEC Energy Research Center, Senior Engineer

(321) 626-5016

dmetzger@fsec.ucf.edu

PROFESSIONAL SUMMARY

While working for Florida Solar Energy Center I have gained significant knowledge and experience in all areas of photovoltaic testing and installation. Responsibilities include: design and instruction for the laboratory portion of photovoltaic workshops; design and procurement of photovoltaic laboratory materials; supervision of electricians and other employees; design and fabrication of test beds for long term and performance testing of photovoltaic modules and inverters; and in-field assessment of photovoltaic systems.

PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS

- Assisted in design and fabrication of test beds for FSEC battery testing lab where long term battery life cycle and performance testing was conducted
- Designed and fabricated FSEC PV workshop labs for: IV curves, mechanical roofing, inverter grid tie and battery back-up
- Teach FSEC's PV Installer Training course since 2000, ECLB course #0008242 and CILB 0608361 to present
- Designed, installed and instrumented Inverter Long Term Exposure (ILTE) and Systems Long Term Exposure (SLTE) test beds at FSEC
- Designed and installed long term photovoltaic module test beds at FSEC
- Completed certification for State Certified Solar Contractor License June 2002 to present
- Designed, fabricated, installed and maintained data loggers for Florida's Sun Smart Program
- Currently working with Sandia National Labs and NREL on Regional Test Centers

SKILLS AND EXPERIENCE

- Software: Word, Excel, Adobe Professional, Campbell Scientifics-Logger Net 3.1
- Fluke Power Analyzer and Oscilloscopes
- Voltage Standards, RTD and TC calibrators
- Extensive use and experience with Campbell Scientific hardware and peripherals
- Completed FSEC training for both Fluke and Flir infrared photography
- Qualified on Spire 4600 flash simulator, Daystar I-V and Solmetric PVA-600 curve tracers
- Florida State Certified Solar Contractor, 2002

CHARLES R. WITHERS JR., FSEC Energy Research Center, Senior Research Analyst

(321) 638-1419
chuck@fsec.ucf.edu

EDUCATION

Slippery Rock University of Pennsylvania, B.S. Secondary Education Physics 1989.

EMPLOYEMENT BACKGROUND

2000- Present: Sr. Research Analyst, Florida Solar Energy Center (FSEC). Currently PI of research evaluating energy efficient methods of space conditioning and relative humidity control in mechanically ventilated homes. During this period I completed energy audits in several commercial buildings from small to large size. Served as Co-PI to provide field testing and analysis expertise to building research projects at FSEC to help identify and diagnose energy and indoor air environment failures in residential and commercial buildings. Involved in education programs to help improve building construction energy efficiency and air environment. Have Co-designed and instructed 9 energy-related courses during this period and given several presentations at national conferences such as ASHRAE, EEBA, RESNET, and ACEEE.

1990 - 2000: Associate Research Analyst, FSEC. Provided field test assistance in research of uncontrolled air issues in homes and commercial buildings as well as assist in field testing diagnostics development, data analysis, reporting and co-author papers. Helped develop and instruct the Florida Energy Gauge Class 1 Home Energy Rating course to certify home energy raters.

RELEVANT WORK EXPERIENCE

PI responsible for projects totaling \$1,000,946. One of these projects, concluded in 2012, involved completing on-site energy audits in 78 single-family homes and 26 commercial buildings. The primary objective of this project was to complete an energy code compliance and effectiveness study in Florida. Another project completed in 2012 involved level II energy audits and recommendations for 5 commercial buildings for the City of Satellite Beach. I was involved in project management, on-site data collection, data analysis, and reporting of these projects.

Active certified Florida home energy rater (#331) from 1997-2007. I have completed energy-related evaluations in over 152 commercial buildings and 375 homes. One of the most challenging energy audits completed was for the Orange County Convention Center in Orlando, Florida. This facility consisted of two primary large buildings built during different time spans having spaces with different construction and technology with all spaces adding up to about 7 million ft².

Primary author of 12 energy-related research publications and Author/Co-author of over 100 other energy-related research papers, reports, and training manuals. Won ASHRAE 2008 Journal Paper Award as co-author of article "Problems Related to Air Handler Leakage".

Attachments:	Examples of Storm Drain Art (3 pages)
Date Prepared:	8/14/2020
Prepared By:	Elizabeth Mascaro
Meeting Date:	8/19/2020

Agenda Category:

	Proclamations & Awards		Public Hearings
	Presentations		Old Business
	Boards & Committees	x	New Business
	Consent		Other:

Subject:	Artwork to be Painted on the Town's Storm Drains
Recommended Action:	Review examples of existing Stormwater Art Work from Baltimore, MD., Dubuque, IA. and Clearwater, FL.
Background Information:	Curtis Byrd, Chairman of the EAB, asked to have the Commission consider allowing artwork to be painted on the Town's Stormwater drains. The artwork would be completed by local artists (local schools, churches, youth groups and local artists) free of charge. The Town would supply the art supplies. Concept drawings would be required prior to beginning the project. Approval of the drawings could come from the EAB, Commission or Town Hall.



Dubuque, Iowa



City of Clearwater, Florida

BALTIMORE, MARYLAND





Afya Storm Drain action
by Pupa Welter-Baltimore

[Back to album](#)



BALTIMORE, MARYLAND

Attachments:	Quote for New Software Licenses for Microsoft Office From Computer Experts
Date Prepared:	8/14/2020
Prepared By:	Elizabeth Mascaro
Meeting Date:	8/19/2020

Agenda Category:

	Proclamations & Awards		Public Hearings
	Presentations		Old Business
	Boards & Committees	x	New Business
	Consent		Other:

Subject:	New Computer Software Licenses for 15 Workstations at a cost of \$5985.00
Recommended Action:	Review Quote from Computer Experts for new Software Licenses.
Background Information:	<p>The Town's current software licenses for Microsoft Office expire in October 2020. Those licenses have been good for the past 10 years. There is no fixed time frame as to when the new licenses would expire. Once the licenses expire the Town will no longer be supported (i.e.. no updates, security issues updated virus protection, especially for Police Department).</p> <p>The Town does have the option to pay a subscription price of \$100.00 per person, annually for 20 people or a cost of \$2,000 per year. The workstation cost would be recouped in 3years if we were to pay the subscription price.</p>



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Tel (321) 726-5977 • Fax (321) 722-0735 • website: www.mycomputerexperts.net • email: sales@mycomputerexperts.net

June 16, 2020

Proposal

Town of Melbourne
507 Ocean Avenue
Melbourne Beach, Florida 32951
(321) 724-5860 Tel (321) 984-8994 Fax

Software Licenses

<u>Item Description</u>	<u>Qty.</u>	<u>Cost/Unit</u>	<u>Ext. Price</u>
Microsoft Office 2019 Standard Edition VLK (Govt)	15	\$ 399.00	\$ 5,985.00
Sub Total:			\$ 5,985.00
Tax:			\$ <u>Exempt</u>
Total:			\$ 5,985.00

We propose hereby to furnish goods— complete in accordance with above specifications for the sum of \$ 5,985.00

Payment to be made as follows; Company check due at installation.

Seller may withdraw this proposal if not accepted within 10 days.

The buyer hereby agrees to pay all collection expenses, including reasonable attorney's fees, expenses, and costs, if it becomes necessary to collect the balance through legal action.

The party signing this agreement hereby agrees to the terms and conditions as stated above. You are authorized to do the work as specified. Payment will be made as outlined above.

Buyer's Signature _____ Date _____

Attachments:	BBT CDARS Certificate of Deposit Accounts (three pages)
Date Prepared:	August 12, 2020
Requested By:	Jennifer Kerr
Meeting Date:	April 19, 2020

Agenda Category: (check all that apply)

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input checked="" type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other: Workshop

Subject:	Moving money from the Reserve Account into a 360 day Certificate of Deposit account with an estimated 0.05%* annual percentage yield, which translates to \$498.35 at 360 days.
Recommended Action:	Approve the transfer of \$1,010,560.00 from the Town's BBT Reserve account into two BBT CDARS Certificate of Deposit account for 360 days. Each CD will hold \$505,280.00
Background:	The Town receives an average of \$8.43 per month in interest on our BBT Savings (Reserve) Account. By moving funds, in the amount of, \$1,010,560.00 into a 360 Day Certificate of Deposit, the Town will earn \$498.35 in interest instead of \$101.16. The funds will be FDIC insured. If the Town needed to utilize the money prior to the 360 day term, we would forfeit 3 months of simple interest earned on the principal amount withdrawn or \$25.00, whichever is greater. There is no risk to the principal after 3 months. Certificates of Deposit are not in the "market".

*Interest rate subject to change from the time this is submitted until the time a decision is approved and the CD signed for.

Certificates of Deposit - Public Funds

Product Types 803 and 823

Certificates of Deposit provide clients with higher rates of interest than other investments for the trade-off that funds must be deposited for a specific length of time. BB&T offers clients a variety of CD terms.

Product-In-Detail

Interest	<p>Interest rate on all Public Fund Certificate of Deposits are paid as a simple interest rate.</p> <p>Interest rates are set for the term of the CD. Rates may vary between states.</p> <p>Current rates are located on Client Central. Choose Deposit Rates under the Tools option.</p>
Interest Tiers	<p>\$1,000 - \$9,999</p> <p>\$10,000 - \$49,999</p> <p>\$50,000 - \$99,999</p> <p>\$100,000 +</p>
Initial Deposit	<p>Certificates with terms from 7-days to 31-days require a \$2,500 minimum opening deposit.</p> <p>Certificates with terms of 32-days or more require a \$1,000 minimum deposit. Additional deposits and withdrawals are allowed during the grace period only.</p>
Payment Options [Simple Interest]	<p>If interest is added to the CD and the term is < 12 months, interest is paid at maturity only.</p> <p>If interest is paid by check or transfer and the term is < 12 months, interest may be paid monthly, quarterly, semi-annually or at maturity.</p> <p>If interest is added to the CD and the term is > 12 months, interest is paid annually.</p> <p>If interest is paid by check or transfer and the term is > 12 months, interest may be paid monthly, quarterly, semi-annually or annually. Interest must be paid at least annually.</p> <p>Accrued interest may be withdrawn at anytime.</p>
Terms	<p>Terms range from 7 days to 60 months.</p>
Notices	<p>Pre-Renewal</p>

Certificates of Deposit - Public Funds

A pre-renewal notice is mailed to clients 20 business days prior to maturity on certificates with terms of 32 days or longer. Certificates with terms of less than 32 days will not receive a pre-renewal notice.

Renewal for CDs with terms > 31 Days:
A renewal notice is automatically generated at the end of the 10-day grace period if the certificate is renewed for an additional term.

Fees

There are no monthly fees on Certificates of Deposit; however, there are penalties for withdrawing funds prior to maturity. (See below.)

Penalties

Certificate of Deposit penalty routines will change to the following for accounts opened or renewed on or after October 29, 2012.

The CD Early Withdrawal Penalties have been changed from three (3) tiers to four (4) adding a tier for terms of 13-23 months.

Certificates of Deposit with a term of less than 3 months, the penalty shall be all interest that would have been earned or \$25, whichever is greater.

Certificates of Deposit with a term of 3-12 months, the penalty shall be an amount equal to 3 months simple interest earned on the principal amount withdrawn or \$25, whichever is greater.

Certificates of Deposit with a term of 13-23 months, the penalty shall be an amount equal to 6 months simple interest earned on the principal amount withdrawn or \$25, whichever is greater.

Certificates of Deposit with a term of 24 months or greater, the penalty shall be an amount equal to 12 months simple interest on the principal amount withdrawn or \$25, whichever is greater.

CDs opened from September 24, 2010 to October 28, 2012, and have not renewed will follow the

Certificates of Deposit - Public Funds

penalty routines below:

Certificates of Deposit with a term of less than 3 months, the penalty shall be all interest that would have been earned or \$25, whichever is greater.

Certificates of Deposits with a term of 3-12 months, the penalty shall be an amount equal to 3 months simple interest earned on the principal amount withdrawn or \$25, whichever is greater.

Certificates of Deposit with a term greater than 12 months, the penalty shall be an amount equal to 6 months simple interest earned on the principal amount withdrawn or \$25, whichever is greater.

CDs opened on or prior to September 23, 2010, and have not renewed will follow the penalty routines below:

Certificates of Deposit with a term of less than 3 months, the penalty shall be all interest that would have been earned.

Certificates of Deposit with a term of 3-12 months, the penalty shall be an amount equal to 3 months simple interest earned on the principal amount withdrawn.

Certificates of Deposit with a term greater than 12 months, the penalty shall be an amount equal to 6 months simple interest earned on the principal amount withdrawn.

NOTE: Penalty may invade principal on any of the above.

Statements

CDs may be combined with a DDA for a detailed monthly statement.

Prospects

Anyone who wants a guaranteed rate of return and the flexibility in choosing maturity dates.

Attachments:	Proposed Resolution 2020-05
Date Prepared:	August 13, 2020
Prepared By:	Finance Manager Jennifer Kerr
Meeting Date:	August 19, 2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input checked="" type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Proposed Resolution 2020-05
Recommended Action:	Consideration of Budget Resolution 2020-05
Background Information:	Carry Forward Revenue Fund balances for utilization from FY19 to FY20

RESOLUTION NO. 2020-05

A RESOLUTION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE BUDGET FOR THE FISCAL YEAR 2019-2020; AMENDING RESOLUTION NO 2019-05 RELATED TO THE USE OF ALL BALANCE CARRY FORWARDS FOR ALL FUNDS EXCEPT THE GENERAL FUND; ESTABLISHING AUTHORITY FOR THE TOWN MANAGER TO IMPLEMENT THE BUDGET; AND PROVIDING FOR ADOPTION.

WHEREAS, the Town Commission adopted the Budget for the Town of Melbourne Beach for the fiscal year beginning October 1, 2019 and ending September 30, 2020 by Resolution No 2019-05; and

WHEREAS, this Resolution amends Resolution No. 2019-05 covering the period October 1, 2019 to September 30, 2020; and

WHEREAS, the Town Commission of the Town of Melbourne Beach has conducted the requisite public hearing(s) on this resolution as required by Section 166.241, Florida Statutes and Section 15-6, Melbourne Beach Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED by the Town Commission of the Town of Melbourne Beach, Florida, as follows:

Section 1. Carry Forward Revenue Balances for Utilization from FY2019 to FY2020 for the following Funds:

Fund 121 – Police Education Book Fund in the amount of \$9,746
Fund 124 – Building Department Education Fund in the amount of \$903
Fund 125 – Building Department Fund in the amount of \$0.00
Fund 141 – Stormwater Utility Fund in the amount of \$104,400
Fund 201 – Municipal Complex Bond Fund in the amount of \$0.00
Fund 202 – Stormwater Bond Debt Fund in the amount of \$277,668
Fund 333 – Long Term Capital Projects Fund in amount of \$207,593.61
Fund 341 – Stormwater Bond Grants Fund in the amount of \$208,112
Fund 390 – Historic Preservation and Awareness Fund in the amount of \$8,173.94
Fund 391 – Old Town Hall History Center Fund in the amount of \$21,230.45
Fund 622 – Police Donations Fund in the amount of \$1,578.43

Section 2. That the amounts shown in Section 1. of the Resolution are hereby appropriated out of the treasury of the Town and any revenues accruing to the Town available for said purposes of the Town's budgetary accounts.

Section 3. That the Town Manager is hereby authorized and directed to proceed with the implementation of the service programs and projects provided for in the budget. Such implementation is to be consistent with the provisions of the Town Code of Ordinances and policies established by the Mayor and Town Commission.

Section 4. That the appropriations and authorizations provided in this resolution are hereby made effective as of August 19, 2020.

PASSED AND ADOPTED by the Town Commission of the Town of Melbourne Beach, Brevard County, Florida, at its regular meeting this 19th day of August, 2020.

TOWN OF MELBOURNE BEACH,
FLORIDA, a Florida Municipal Corporation

By: _____
James D. Simmons, Mayor

ATTEST:

Jennifer Torres
Town Clerk

Attachments:	Justification Summary for Equipment Trailer & Chief/Administrative Vehicle for the Fire Department
Date Prepared:	8-11-2020
Prepared By:	Gavin Brown
Meeting Date:	August 19, 2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input checked="" type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Reallocation of Funds from FY 2019-2020 Fire Control Budget
Recommended Action:	<ol style="list-style-type: none"> 1) Move Extractor Washer/Dryer line item to long term capital fund. (\$11,000) 2) Allow repainting of Fire Department interior garage walls with funding from Floor Refinishing capital item. (\$1,475) 3) Move remaining funds from Professional Services to long term capital fund to assist with the purchase of an equipment trailer and chief/administrative vehicle for the Fire Department. (Approx. \$50,000)
Background Information:	<ol style="list-style-type: none"> 1. The Melbourne Beach Vol. Fire Department has partnered with 3 other local fire agencies to submit a FEMA regional AFG grant to assist with the purchase of an Extractor style bunker gear washing machine and dryer. At this point the grant is under review and we are still awaiting notification from FEMA if the grant is going to be awarded. By moving the current Extractor funds to long term capital, it will allow us to hold off on spending the full amount allocated until we have a better idea if we will be getting any federal aid for the project. Either way there will still be a cost for the equipment and for the building to be retrofitted with utilities to allow installation.

	<p>2. The Fire Department is requesting that the Commission consider allowing the remaining \$1,475 of the budgeted \$27,000 short term capital floor refinishing funds to go towards repainting the interior Fire Department garage walls. The walls have not been repainted since the building was built in 2004, and if we are planning on painting the interior walls for upkeep, now would be the time to do it before the floors are refinished and while everything is already moved out. The Department volunteers would provide free labor to clean, prep, and paint the walls.</p> <p>3. As discussed during the last Commission Meeting, the Professional Services budget line item (Volunteer Firefighter Stipend & Physicals) is projected to have a substantial surplus this fiscal year (approx. \$50,000) due to recruitment, training, and physical exam scheduling constraints placed on the Department from the COVID-19 health crisis. The Department is requesting the Commission consider allowing the remaining funding left in this category at the end of the fiscal year to be reallocated to a long term capital fund to go towards the purchase of an equipment trailer and chief/administrative vehicle. Attached is a justification summary detailing why we believe both of these items would be significant improvements for the Fire Department.</p>
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Town of Melbourne Beach



Fire Department

August 11th, 2020

Justification for Equipment Trailer & Chief/Administrative Vehicle for the Fire Department

Summary

- This year there will be a surplus in the Professional Services line item (approx. \$50,000)
- The surplus is due to the way the volunteer stipend program was designed (to prevent any budget overrun) and the training, recruitment, and medical constraints due to COVID-19.
- Next fiscal year we project there will not be as big of a surplus.
- We are requesting the surplus from this year be reallocated to a long term capital fund for the purpose of purchasing an equipment trailer and chief/administrative vehicle.

Equipment Trailer

- Used to quickly transport hazmat containment supplies, traffic cones, and larger specialized fire/rescue equipment.
- Allows for critical equipment to be pre-loaded instead of having to load before responding.
- Can also be used to transport the ATV.
- Could be used by other Town Departments to transport barricades or other supplies.
- Aluminum trailer will resist rusting and provide longevity of use.
- Approx. cost \$8,000.

Chief/Administrative Vehicle

- Used for emergency response of the Fire Chief and for administrative purposes (errands, shuttling apparatus, etc.) by other members of the Department.
- Hybrid Electric Vehicle would be better for environment, save on fuel costs, and put less wear and tear on Fire Department apparatus that are more expensive to maintain.
- Would become the most used vehicle in the Fire Department's fleet.
- Would keep fire apparatus in-service for primary purposes.
- Historically the Department has gone back and forth between having a chief's vehicle, currently the Fire Chief responds to emergencies in his personal vehicle.
- Approx. cost fully outfitted \$42,000.

Attachments:	Draft Ordinance
Date Prepared:	8/10/2020
Prepared By:	Attorney Bonni Jensen advised the Police Pension Board of the updates please see her explanation below.
Meeting Date:	8/19/2020

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input checked="" type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Consideration of proposed amendment
Recommended Action:	That the Board's request that the Town Commission give the Board the authority to adopt required tax compliance changes (like the SECURE Act) by policy and then request the Town Commission to add by Ordinance at a later date.
Background Information:	"The amendment implements the federal SECURE Act that was signed into law by President Trump in December. The law, as it relates to Public Pension Plans, changes the age for the required minimum distributions from 70 ½ to age 72 effective January 1, 2020. Additionally, I am recommending that the Board's request that the Town Commission give the Board the authority to adopt required tax compliance changes (like the SECURE Act) by policy and then request the Town Commission to add by Ordinance at a later date. This will help to keep the plan in compliance. The SECURE Act change is mandatory. The adoption of Tax changes by policy is discretionary, but recommended as a best practice."

ORDINANCE NO.

AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, RELATING TO THE POLICE OFFICERS' RETIREMENT SYSTEM; AMENDING SECTION 11-54, TOWN CODE, RETIREMENT; AMENDING SECTION 11-54 (k)(2), TOWN CODE, REQUIRED DISTRIBUTIONS, TO AMEND THE REQUIRED MINIMUM DISTRIBUTION AGE; AMENDING SECTION 11-54 (l)(4), TOWN CODE, MISCELLANEOUS PROVISIONS, TO ADD A NEW SUBSECTION ENTITLED QUALIFICATION OF SYSTEM; PROVIDING FOR SEVERABILITY AND INTERPRETATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, changes to the Internal Revenue Code may happen quickly and frequently. There is a benefit in authorizing the Board to make appropriate changes to the Plan in order to maintain the Plan's tax qualified status;

WHEREAS, effective January 1, 2020, the Internal Revenue Code was amended by increasing the required minimum distribution age from 70½ to 72;

WHEREAS, to implement the change, it is necessary to amend the Plan; and

WHEREAS, the Town Commission desires to make such changes to the Retirement Plan.

BE IT ENACTED by the Town of Melbourne Beach, Florida:

Section 1. That section 11-54(k)(2)(B) of the Town Code of the Town of Melbourne Beach, Florida, is hereby amended as follows:

§ 11-54. RETIREMENT.

* * *

(k) Required distributions.

* * *

(2) Any and all benefit payments shall begin by the later of:

- (A) April 1 of the calendar year following the calendar year of the member's retirement date; or
- (B) April 1 of the calendar year following the calendar year in which the member attains age 72-70½, **provided the member had not attained age 70½ by December 31, 2019.**

* * *

Section 2. That section 11-54(l) of the Town Code of the Town of Melbourne Beach, Florida, is hereby amended by adding new subsection (4) as follows:

- (l) Miscellaneous provisions.

* * *

(4) Qualification of system:

- (A) **It is intended that the Plan be administered at all times in accordance with the provisions of the Internal Revenue Code and the corresponding Treasury Regulations applicable to a governmental defined benefit retirement plan.**
- (B) **In recognition of the changing requirements of Plan qualification, the Board shall adopt an administrative policy setting forth the required provisions for tax qualification. Such a policy shall be amended by the Board as required to maintain continuing compliance with the Internal Revenue Code and that policy and any amendments shall have the force of law as if adopted by the Town Commission.**

Section 3. Severability and Interpretation

(a) In the event that any term, provision, clause, sentence or section of this Ordinance shall be held by a court of competent jurisdiction to be partially or wholly unenforceable or invalid for any reason whatsoever, any such invalidity, illegality, or unenforceability shall not affect any of the other or remaining terms, provisions, clauses, sentences, or sections of this Ordinance, and this Ordinance shall be read and/or applied as if the invalid, illegal, or unenforceable term, provision, clause, sentence, or section did not exist.

(b) In interpreting the provisions of this Ordinance, the following rules and symbols shall apply:

- (1) Words underlined are additions to existing text.
- (2) Words stricken through are deletions from existing text.
- (3) Asterisks (* * *) indicates an omission from the Ordinance of text existing in the Code of Ordinances. It is intended that the text in the Code of Ordinances denoted by the asterisks and not set forth in this Ordinance shall remain unchanged from the language existing prior to adoption of this Ordinance.

Section 4. Effective Date. This Ordinance shall become effective immediately upon adoption, unless another effective date is indicated by in the amendment.

PASSED by the Town Commission of the Town of Melbourne Beach on first reading on the _____ day of _____, 2020, and ADOPTED by the Town Commission of the Town of Melbourne Beach, Brevard County, Florida, on second/final reading the _____ day of _____, 2020.

TOWN OF MELBOURNE BEACH,
FLORIDA

By: _____

Jim Simmons, Mayor

ATTEST:

Jennifer Torres, Town Clerk (TOWN SEAL)

Attachments:	Supporting documentation
Date Prepared:	12 August 2020
Prepared By:	Tom Davis
Meeting Date:	8-19-20

Agenda Category:

<input type="checkbox"/>	Proclamations & Awards	<input type="checkbox"/>	Public Hearings
<input type="checkbox"/>	Presentations	<input type="checkbox"/>	Old Business
<input type="checkbox"/>	Boards & Committees	<input checked="" type="checkbox"/>	New Business
<input type="checkbox"/>	Consent	<input type="checkbox"/>	Other:

Subject:	Bike lanes/markings
Recommended Action:	Discussion/ possible action
Background Information:	Item had been an action item. The Commission had requested that staff research options to make for safer bike travel in our Town. Research has been completed and two options identified. Seeking direction from the Commission as to what if any action should be taken.

Research was conducted into the feasibility of various aspects of making our Town more bicycles riding friendly. For this research the Manual on Uniform Traffic Control Devices 2009 Edition (MUTCD) was used as the reference source. This is the source that the State Of Florida adopted as there guidelines.

Chapter 9C contained the information most applicable. This particular chapter addresses street markings.

After measuring various streets in Town the following data is noted:

The only roadway that we have jurisdiction over which can accommodate a true Bike Lane is Ocean Avenue west of Oak at 33 feet.

Oak, Orange and Pine are 22 feet wide while Riverside is 28 feet

Our feeder streets average 18 – 19 feet wide

Given the requirements set forth a roadway would need to be 30 feet wide to facilitate a bike lane. (See attachment A)

The lane must be 14 feet wide where no curb exist – 4 ft. for bike 10 ft. for vehicle

The lane must be 15 feet wide where a curb does exist – 5 ft. for bike lane 10 ft. for vehicle – curb cannot be included in the bike lane.

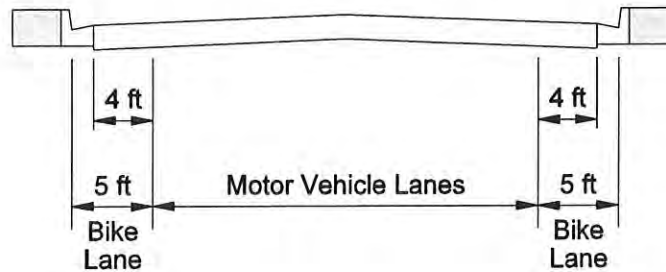
Based upon this research it would appear that we have two options:

Pavement markings of bike sharing lanes on the pavement (See attachment B). the cost of the stencil to do in house painting is \$195 plus shipping. The cost of the paint and materials of course would depend on how many areas the symbol is applied. It must be painted on the pavement every 250 feet and after each intersection. Reflective paint would be the optimum material.

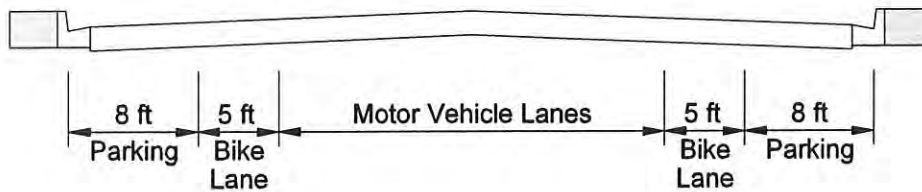
-OR-

Post the “Lanes Shared With Bikes” signs. It is not specified the frequency with which the signs must be posted. The signs could be posted on our present traffic control signs such as speed limit etc.. The cost per sign would average about \$60 per sign.

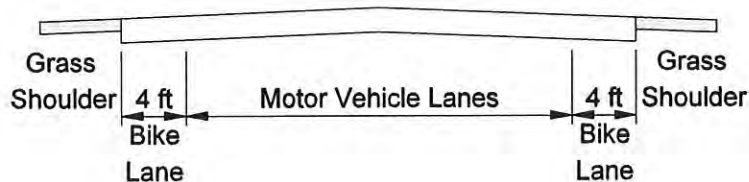
a) Curbed Street without Parking



b) Curbed Street with Parking



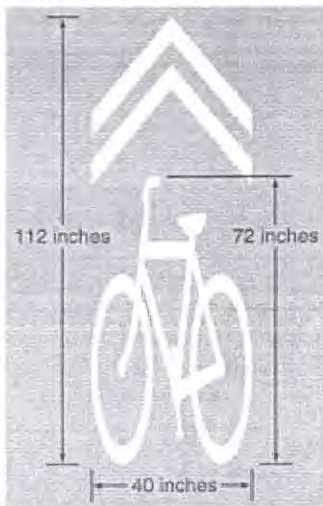
c) Roadway without Curb and Gutter



Attach. B

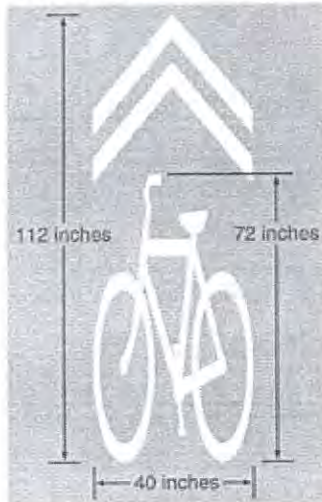
- A. Assist bicyclists with lateral positioning in a shared lane with on-street parallel parking in order to reduce the chance of a bicyclist's impacting the open door of a parked vehicle,
- B. Assist bicyclists with lateral positioning in lanes that are too narrow for a motor vehicle and a bicycle to travel side by side within the same traffic lane,
- C. Alert road users of the lateral location bicyclists are likely to occupy within the traveled way,
- D. Encourage safe passing of bicyclists by motorists, and
- E. Reduce the incidence of wrong-way bicycling

Figure 9C-9. Shared Lane Marking



For use on a street without on street parking and the travel lane is less than 14 feet wide. Place them 4 feet from the curb or edge of pavement. Placement would be no more than 250 feet apart.

Figure 9C-9. Shared Lane Marking



- A. Assist bicyclists with lateral positioning in a shared lane with on-street parallel parking in order to reduce the chance of a bicyclist's impacting the open door of a parked vehicle,
- B. Assist bicyclists with lateral positioning in lanes that are too narrow for a motor vehicle and a bicycle to travel side by side within the same traffic lane,
- C. Alert road users of the lateral location bicyclists are likely to occupy within the traveled way,
- D. Encourage safe passing of bicyclists by motorists, and
- E. Reduce the incidence of wrong-way bicycling.

Guidance:

02 *The Shared Lane Marking should not be placed on roadways that have a speed limit above 35 mph.*

Standard:

03 **Shared Lane Markings shall not be used on shoulders or in designated bicycle lanes.**

Guidance:

04 *If used in a shared lane with on-street parallel parking, Shared Lane Markings should be placed so that the centers of the markings are at least 11 feet from the face of the curb, or from the edge of the pavement where there is no curb.*

05 *If used on a street without on-street parking that has an outside travel lane that is less than 14 feet wide, the centers of the Shared Lane Markings should be at least 4 feet from the face of the curb, or from the edge of the pavement where there is no curb.*

06 *If used, the Shared Lane Marking should be placed immediately after an intersection and spaced at intervals not greater than 250 feet thereafter.*

Option:

07 *Section 9B.06 describes a Bicycles May Use Full Lane sign that may be used in addition to or instead of the Shared Lane Marking to inform road users that bicyclists might occupy the travel lane.*



[Back to Top](#)

~~encroachment into adjacent lanes while passing and changes in the motorist position within the lane while passing are not significantly impacted.~~

B.12 Bicycle (Bike Lanes)

~~Bicycle lanes should be considered when it is desirable to delineate available road space from motorist for preferential use by bicyclists providing more predictable movements by each and motorists, and to provide for more predictable movements by each. Bicycle lanes also help increase the total capacities of highways carrying mixed bicycle and motor vehicle traffic. Bicycle lanes shall have a minimum functional width of 4 feet, and be marked with the bicycle symbol/word and arrow in accordance with the MUTCD. At least 1 foot additional width is needed when the bicycle lane is adjacent to a curb or other barrier, on-street parking is present, there is substantial truck traffic, or speeds exceed 50 mph. Bicycle lanes markings help to legitimize educate the cyclists travel in the roadway, reinforce that bicycle lanes are one-way facilities, and provide the foundation for a community wide bicycle network. can increase bicyclists' confidence that motorists will not stray into their path of travel. Likewise, passing motorists are less likely to swerve to the left out of their lane to avoid bicyclists on the right.~~

~~Bicycle lanes are should be one-way facilities and carry bicycle traffic in the same direction as the adjacent motor vehicle traffic lane. A bicycle lane should be delineated from the motor vehicle travel lanes with a 6 inch solid white line. A through bicycle lane shall not be positioned to the right of a right turn lane only lane or to the left of a left turn only lane. For new construction, reconstruction, and traffic operations projects, at locations with right turn lanes, bus bays or parking lanes, a 5-foot bicycle lane shall be provided between the through lane and right turn lane, bus bay or parking lane. For bicycle lanes adjacent to parking lanes, if the parking volume is substantial or the turnover is high and additional 1-2 feet of width should be provided for the bicycle lane of right of way is adequate.~~

~~In most cases, bike lanes will be through lanes and be located to the right of the right most through lane.~~

~~Two-way bike lanes on one side of the roadway are not recommended when they result in riding against the flow of motor vehicle traffic. Wrong-way riding is a major cause of bicycle crashes and violates the Rules of the Road as stated in the Uniform Vehicle Code and Chapter 316, Florida Statutes. Bicycle specific wrong-~~



Town Manager Report for July 2020

1. Received notification from Jim Stroz at FDOT, that lowering the speed limit on A1A to 35 mph looks favorable. The final review should be sent to me any day as Jim thought he would have a final by @July 7th.
2. The two dates for the Budget Workshop are: Wednesday, September 9th at 6:00 pm and Monday, September 21st at 6:00pm. The Millage rate was changed to 4.5151 (4% change over rollback) due to the increase in the roll back rate provided by the Florida Department of Revenue.
3. The Comprehensive Plan sent to me on 8/13/2020 for a final review after our meeting in July to make final edits. Once the edits are finalized the document will be brought before the Commission and must be adopted by Ordinance per the Florida State Statue.
4. Attended the BOA meeting. BOA voted to grant a variance to the property located at 394 Riverview to allow for a buildable lot.
5. As of Friday, August 14th, the Town has issued 816 parking permits.
6. Indian Harbour Beach and the City of Melbourne are currently waiving Business Tax Receipts for businesses for the upcoming year to help support local businesses. Our fee is \$75.00 per business, which brings in revenue to the Town of @13,500 annually.
7. Submitting grants to the Indian River Lagoon Water Quality Improvement Project and Protecting Florida Together (water quality improvement) Grant.

Building Department Report

July 2020

- 61 permits issued
- 126 inspections completed
- 69 plans reviewed
- 2 Site Plan reviews for P&Z
- 2 BTR reviews
- 1 new homes

Permit	Description	Issue	Company	Value	Fee	Address
MB19_275	REPLACE WINDOWS & DOORS - ALL IMPACT	7/7/2020	Lowe's Home Centers	\$54,000.00	\$641.47	445 RIVER VIEW LN
MB20_232	WINDOWS, DOOR, SHUTTER, INSTALL	7/22/2020	JLM Windows LLC	\$21,309.00	\$322.53	317 FOURTH AVE
MB20_236	BATHROOM REMODEL	7/24/2020		\$25,000.00	\$358.54	509 AVENUE A
MB20_267	DEMOLITION OF A SFD	7/7/2020	LIFESTYLE HOME BUILDERS	\$5,500.00	\$71.00	409 SECOND AVE
MB20_304	SHUTTERS, INSTALL	7/23/2020	Mark Farnham Construction LLC	\$2,641.00	\$71.00	306 SURF RD
MB20_307	SEAWALL, INSTALL	7/27/2020	LAND AND SEA MARINE, INC.	\$35,465.00	\$460.63	502 RIVERSIDE DR
MB20_332	INTERIOR REMODEL	7/2/2020	Walden Custom Builders	\$30,000.00	\$407.32	306 BANYAN WAY
MB20_346	INTERIOR REMODEL	7/9/2020	SLATE BUILDING AND CONTRACTING LLC		\$1,187.80	1421 ATLANTIC ST
MB20_350	SHUTTERS	7/2/2020	East Coast Shutter, Inc	\$12,948.00	\$240.96	401 ATLANTIC ST
MB20_354	WINDOWS, DOORS	7/15/2020	DON BO, INC.	\$0.00	\$71.00	1503 ATLANTIC ST B
MB20_368	ELECTRICAL	7/9/2020	STINGRAY ELECTRIC & CONTROL	\$1,100.00	\$71.00	415 FIFTH AVE
MB20_375	PERGOLA	7/7/2020	MAC Construction and Development	\$7,000.00	\$153.66	601 HIBISCUS TRL
MB20_378	BOAT DOCK, INSTALL	7/17/2020	Dock Masters Inc	\$35,000.00	\$456.10	422 RIVER VIEW LN
MB20_385	HVAC, REPLACE					

		7/21/2020 American Air & Heat of Brevard	\$6,706.00	\$71.00 219 FIFTH AVE
MB20_387	METER MAIN, REPLACE			
		7/3/2020 All Pro Electrical Services LLC	\$1,000.00	\$71.00 305 FIFTH AVE
MB20_390	INTERIOR DEMOLITION AND REMODEL			
		7/6/2020 Sal Vitale The Roof Doctor	\$18,000.00	\$290.24 2101 ATLANTIC ST 534
MB20_391	NEW IN GROUND POOL			
		7/6/2020 Space Coast Shotcrete Inc	\$30,000.00	\$407.32 314 AVENUE B
MB20_392	POOL RESURFACE			
		7/2/2020 CUSTOM POOL RENOVATIONS IN	\$6,075.00	\$71.00 411 DRIFTWOOD AVE
MB20_393	WINDOWS AND DOORS, INSTALL			
		7/1/2020 SUNSET VIEW CONSTRUCTION	\$0.00	\$267.00 507 AVENUE A
MB20_394	GARAGE DOOR, REPLACE			
		7/7/2020 All Pro Garage Doors Inc	\$3,400.00	\$71.00 318 THIRD AVE
MB20_395	GARAGE DOOR, REPLACE			
		7/7/2020 All Pro Garage Doors Inc	\$3,400.00	\$71.00 314 THIRD AVE
MB20_398	HVAC, REPLACE			
		7/2/2020 EVERLY'S AIR & HEATING INC	\$8,730.00	\$71.00 402 RIVERSIDE DR 1
MB20_399	REPLUMB, EMERGENCY			
		7/6/2020 DOUG HERRELL PLUMBING INC	\$5,400.00	\$71.00 1303 ORANGE ST
MB20_400	GARAGE DOOR, REPLACE			
		7/6/2020 QUALITY GARAGE DOOR SERVICE	\$5,289.00	\$71.00 2005 NEPTUNE DR
MB20_401	SHUTTERS, INSTALL			
		7/2/2020 BREVARD SOFFIT & SIDING, INC I	\$10,200.00	\$71.00 207 RIVERSIDE DR
MB20_403	PV SOLAR SYSTEM, INSTALL			
		7/6/2020 BOB HEINMILLER	\$37,567.00	\$481.14 312 HIBISCUS TRL
MB20_404	SEAWALL AND DOCK, NEW WALKWAY, REBUILD			
		7/24/2020 East Coast Docks	\$62,470.00	\$724.10 405 PELICAN KEY

MB20_405	PAVER WALKWAY AND ENTRY, REPLACE			
		7/23/2020 ELITE PAVERS & PRICE RITE PAI	\$2,400.00	\$71.00 320 HIBISCUS TRL
MB20_406	FENCE, INSTALL			
		7/28/2020 FREDERIC E D SIMPSON INC	\$3,500.00	\$71.00 804 OAK ST
MB20_407	HVAC, REPLACE	NO DUCT		
		7/29/2020 Florida Breeze	\$4,375.00	\$71.00 209 SIXTH AVE
MB20_408	NEW HOME			
		7/7/2020 Lifestyle Homes Builders	\$321,900.00	\$2,172.68 409 SECOND AVE
MB20_409	WALKWAY COVER			
		7/10/2020 JAG Enterprises & Associates Inc.	\$3,625.00	\$87.38 500 OCEAN AVE
MB20_412	SHED, INSTALL			
		7/20/2020 TUFF SHED, INC	\$5,840.00	\$71.00 438 SANDY KEY
MB20_413	KITCHEN AND BATHROOM REMODEL			
		7/10/2020 Coastal Builders of Brevard LLC	\$75,000.00	\$846.34 445 SANDY KEY
MB20_414	HVAC, REPLACE			
		7/21/2020 Service Star Air Conditioning & Heat	\$7,490.00	\$71.00 501 ANDREWS DR
MB20_415	PAVERS, INSTALL			
		7/13/2020 SUNSTATE TREE AND LANDSCAP	\$8,700.00	\$71.00 222 BIRCH AVE
MB20_416	GARAGE DOOR, INSTALL			
		7/16/2020 MM ENTERPRISES OF BREVARD I	\$2,660.00	\$71.00 309 HIBISCUS TRL
MB20_418	FENCE, INSTALL			
		7/13/2020 American Fence of Brevard	\$3,015.00	\$71.00 2208 ROSEWOOD DR
MB20_419	FENCE AND GATE, INSTALL			
		7/13/2020 American Fence of Brevard	\$11,194.00	\$71.00 607 CITRUS CT
MB20_420	REROOF			
		7/9/2020 Atlantis-1 Roofing Inc.	\$16,500.00	\$275.61 422 THIRD AVE
MB20_421	ADDITION, REMODEL			

		7/21/2020 CCC HOLDING COMPANY INC	\$200,000.00	\$1,578.05 221 SURF RD
MB20_423	DRIVEWAY, REPLACE			
		7/21/2020 STILLWATER CONSTRUCTION INC	\$4,250.00	\$109.22 213 FIR AVE
MB20_425	REROOF W/FLAT			
		7/10/2020 Florida Native Roofing Inc	\$53,425.00	\$635.85 201 RIVERSIDE DR
MB20_426	REROOF			
		7/10/2020 ICM ROOFING	\$7,400.00	\$161.47 225 SIXTH AVE
MB20_427	MECHANICAL, HVAC			
		7/24/2020 COAST AIR & HEAT	\$5,500.00	\$71.00 227 FIFTH AVE
MB20_429	REPLUMB, SHOWER PAN, CEMENT BOARD			
		7/17/2020 PAUL DAVIS RESTORATION OF TH	\$6,000.00	\$71.00 505 POINSETTIA RD
MB20_430	HVAC, REPLACE			
		7/16/2020 Ocean Air and Heat Inc	\$700.00	\$71.00 407 BANYAN WAY
MB20_431	HVAC, REPLACE			
		7/16/2020 Ocean Air and Heat Inc	\$5,100.00	\$71.00 429 RIVER VIEW LN
MB20_433	REROOF			
		7/20/2020 G&G ROOFING CONSTRUCTION II	\$16,891.00	\$279.42 312 AVENUE A
MB20_434	DOOR, REPLACE			
		7/27/2020 Clyde Hippchen Carpentry Inc	\$780.00	\$71.00 1415 ATLANTIC ST
MB20_436	GAS LINE, INSTALL			
		7/29/2020 SAMS LP GAS COMPANY INC	\$1,995.00	\$71.00 413 HIBISCUS TRL
MB20_437	ADDITION			
		7/31/2020 BRUBAKER BUILDERS	\$65,000.00	\$748.78 407 RIVER VIEW LN
MB20_438	HVAC, REPLACE			
		7/23/2020 ABLE AIR, INC	\$2,780.00	\$71.00 315 ATLANTIC ST
MB20_440	REROOF			
		7/20/2020 POE ROOFING AND CONSULTING	\$11,000.00	\$231.70 502 HARLAND AVE

MB20_442	FENCE AND GATE, INSTALL	7/30/2020 Carrie's Fence of Palm Bay	\$1,445.00	\$71.00 208 ASH AVE
MB20_443	DOORS, REPLACE	7/24/2020 Brevard Window & Doors Inc	\$11,400.00	\$239.51 1903 NEPTUNE DR
MB20_446	HVAC, REPLACE	7/23/2020 Extreme Air & Electric Inc.	\$11,634.00	\$71.00 809 RIVERSIDE DR
MB20_447	WINDOWS AND DOORS, REPLACE	7/22/2020 Property Renovations and Constructi	\$16,900.00	\$279.51 1850 ATLANTIC ST 123
MB20_449	GENERATOR/ PROPLANE/ CONNECTIONS, INSTALL	7/24/2020 Eau Gallie Electric, Inc	\$14,200.00	\$253.17 309 SURF RD
MB20_451	HVAC, REPLACE	7/28/2020 Florida Breeze	\$3,476.00	\$71.00 322 FOURTH AVE
MB20_457	WINDOWS, REPLACE	7/31/2020 Lowe's Home Centers	\$3,787.00	\$90.57 526 AVENUE A
MB20_461	HVAC, REPLACE	7/29/2020 Dave Mastro Air & Heat Inc.	\$5,325.00	\$71.00 2101 NEPTUNE DR
			\$1,343,387.00	\$16,731.07

Public Works Activity Overview

July 2020

July provided to be not only very hot but productive for PW. Because of the heat we practice very intentional re-hydration habits. We provide plenty of water and commercial re-hydration drinks and popsicles. Cool off breaks are taken.

Production wise we are quite proud of the rain garden/swale in our right of way in front of the Post Office. While it is primarily Florida adaptive plants we are incorporating in a native plant presents in the form of Muhley grass. The number of residents stopping or driving by and letting us know how much they appreciated the beautiful landscape was amazing.

What even made this project more rewarding was that on two occasions we witnessed the area filling with storm water from the streets and then dissipating within less than an hour.

Our next big accomplishment took place at the beach crossover at 1st Ave. As you know water would stand in that area for days after a storm. By creating a swale on each side of the entrance and using crushed concrete the water is gone in hours. We found that using the crushed concrete seems to have eliminated the ruts caused by truck traffic in the area. We will be sodding the swales and adding more of the crushed concrete.

Installing 57 Permit only parking signs at the crossovers was quite the task. We accomplished that in about one and a half days. But person/s unknown decided to remove nearly all of the signs and throw them on the beach and stairs to the beach. Thankfully the police found the signs returned them to there proper places.

We then re-installed the signs and added concrete the second time.

An event that caused some concern was discovery of a sheen on the water in the baffle box located on 2nd Ave. This was discovered when the company was installing the required filters inside the box. We immediately responded to the location with the Ditch Witch and began pumping out all the water in the box. Chief Brown and Assistant Chief Mica responded at our request and placed absorbing materials to prevent the substance from entering the ICW.

Investigation by PW revealed that the sheen was likely caused by a bio-degradable soap that had been used by a commercial company. The company had been employed by Waste Pro to clean up a hydrolic spill from one of their trucks.

We have arranged with both entities to notify us in the future should any such incident were to happen in the future.

Our usual daily task were completed and some trimming started at the crossovers.

Public Works Activity

July 2020

Joint venture with US Post Office to install pump and provide irrigation for rain garden swale

Installed pump and attached to irrigation rain garden/swale at Post Office

Dug and created rain garden/swale at Post Office to include plantings

Picked up Permit Parking decals

Installed signs along Pine St. indicating high pedestrian and bike use

Checked city water meter at Ocean Park pursuant to extremely high cost water bill

Coordinate with Police Chief to have street light re-installed on Andrews

Added additional trash cans at beach crossovers for 4th July

Installed 57 permit only parking signs beach crossovers and one at 6th boat ramp

Re-Installed 57 permit only parking signs and concreted in at beach crossovers

Trimmed all palm trees along Acacia – removed all cuttings

Coordinated clean up and finish work at 6th ave. boat ramp with seawall contractor

Utilized Ditch Witch to remove suspicious shiny liquid from baffle box at 2nd Ave.- turned out to be bio-degradable soap used by a commercial company

Leveled a damaged area of median on Sunset caused by person moving out

Moved two speed trailers for PD

Trimmed and continued spraying of vitek at Ocean Park

Met with well drilling company to designate location of new well if approved.

Mounted bulletin board Town Clerks office

Turned off shower water at Ocean Park leaving the well fed shower at OP

Mounted large bulletin board in Town Hall

New sign at Ocean Circle

Notified FPL of very poor condition of transformer rear Town Hall

Changed AC filter PW

New stormwater inlet cover on at Riverside and Sunset

Constructed swales at entrance to beach crossover 1st.-installed crushed concrete

Trimmed crossovers A and B

Repaired leak in roof area cupola over FD

MONTHLY REPORT: July 2020

New Cases for the Month of July

<u>CASE NUMBER</u>	<u>DATE</u>	<u>ADDRESS</u>	<u>CODE VIOLATION</u>	<u>DATE CLOSED</u>	<u>ACTIVE</u>
2020-CE-088	7/1/2020	448 River View Lane	Large trailer on lot	7/1/2020	
2020-CE-089	7/11/2020	402 Coral Avenue	Fence is leaning	7/11/2020	
2020-CE-090	7/11/2020	323 Avenue A	Grass overgrown	7/11/2020	
2020-CE-091	7/11/2020	406 Fourth Ave	Trash cans in st.	7/15/2020	
2020-CE-092	7/13/2020	1805 Atlantic Street	Turtle Lighting	7/11/2020	
2020-CE-093	7/13/2020	1905 Atlantic Street	Turtle Lighting	7/11/2020	
2020-CE-094	7/13/2020	1905 Atlantic Street	Turtle Lighting		X
2020-CE-095	7/13/2020	2005 Atlantic Street	Turtle Lighting	7/11/2020	
2020-CE-096	7/13/2020	2005 Atlantic Street	Turtle Lighting	7/11/2020	
2020-CE- 097	7/13/2020	2101 Atlantic Street	Turtle Lighting	7/11/2020	
2020-CE-098	7/13/2020	2105 Atlantic Street	Turtle Lighting	7/25/2020	
2020-CE-099	7/13/2020	2105 Atlantic Street	Turtle Lighting	7/25/2020	
2020-CE-100	7/15/2020	406 Riverview Lane	Boat Trail. On Vacant Lot	07/17 /2020	
2020-CE-101	7/17/2020	410 Second Ave	Pool not maintained		X
2020-CE-102	7/22/2020	406 Ave A	Repairing Fence	7/24/2020	
2020-CE-103	7/22 2020	218 Fifth Avenue	Motor home in Drive		X
2020-CE-104	7/22/2020	401 fourth Ave.	refrigerater in Row Doors ON		#####
2020-CE-105	0717/2020	2105 Atlantic Street	Turtle Lighting	7/25/2020	
2020-CE-106	0/17/2020	2105 Atlantic Street	Turtle Lighting	7/17/2020	
2020-CE-107	7/17/2020	2101 Atlantic Street	Turtle Lighting	7/25/2020	
2020-CE-108	&/17/2020	2005 Atlantic Street	Turtle Lighting	7/17/2020	
2020-CE 109	07/17 2020	2005 Atlantic Street	Turtle Lighting	7/17/2020	
2020-CE-110	7/17/2020	1905 Atlantic Street	Turtle Lighting		X
2020-CE-111	7/17/2020	1903 Atlantic Street	Turtle Lighting	7/25/2020	
2020-CE-112	7/17/2020	1805 Atlantic Street	Turtle Lighting	7/25/2020	
2020-CE-113	7/24/2020	1202 Oak Street	Bush opstructing Traf.		X
2020-CE-114	7/25/2020	407 Pelican Key	yard wast in Street	7/27/2020	
2020-CE=115	7/25/2020	1905 Atlantic Street	Turtle Lighting		X
2020-CE-116	7/25/2020	1805 Atlantic Street	Turtle Lighting		X
2020-CE-117	7/25/2020	1805 Atlantic Street	Turtle Lighting		X

2020-CE-118	7/25/2020	1805 Atlantic Street	Turtle Lighting	X
2020=CE-119	7/25/2020	2207 Atlantic Street	Turtle Lighting	X
2020=CE=120	7/25/2020	2203 Atlantic Street	Turtle Lighting	X

OPEN/ACTIVE CASES FROM PRIOR MONTHS

<u>CASE NUMBER</u>	<u>DATE</u>	<u>ADDRESS</u>	<u>CODE VIOLATION</u>	<u>ACTION</u>
2020-CE-038	3/16/2020	305 fourth Ave	Boat in DW	X
2020-CE-041	3/22/2020	401 fourth Ave.	Buisness from home	X
2020-CE-043	3/25/2020	415 Sixth Ave	Pool not maintained	X
2020-CE-069	5/23/2020	404 Colony Street	Boat in Driveway	X

PRIOR CASES CLOSED IN July 2020

2020-CE-056	4/27/2020	507 Andrews Dr.	M H lived in	7/1/2020
2020-CE-084	6/16/2020	512 Sunset Blvd.	Lot Overgrown	7/10/2020
2020-CE-085	6/16/2020	509 Sunset Blvd.	Lot Overgrown	7/8/2020

NUMBER OF CASES OPEN THIS MONTH	33
NUMBER OF CASES CLOSED THIS MONTH	24
NUMBER OF CASES OPEN AND CLOSED SAME MONTH	21
TOTAL NUMBER OF CASES STILL OPEN	14
NUMBER OF CASES THAT WENT TO BOARD	0

PREPARED BY Robert Schaefer, CODE ENFORCEMENT OFFICER,

trailer moved case closed
no problem found Case closed
Grass has been cut Case closed
Ck. Numerous days and on pick up day none instreet
lights were out
lights were out

lights were out	<u>case closed</u>
lights were out	<u>case closed</u>
lights were out	<u>Case closed</u>
lights were out	<u>case closed</u>
lights were out	<u>case closed</u>

trailer moved case closed
New Pump on order Due in nexed week
Applied for Case Closed
Will tow next week

Doors removed	<u>case closed</u>
lights were out	<u>case closed</u>
lights were out	<u>case closed</u>
lights were out	<u>case closed</u>
lights were out	<u>case closed</u>
lights were out	<u>case closed</u>

Lights Where out	<u>case closed</u>
Lights Where out	<u>case closed</u>

Sched. For trim
Trash picked up Case closed

NOV 05/04/2020

House in foreclosure

NOV 07/05/2020

Daughter no longer in town

Have to ser ##### lot mowed Case Closed

Have to ser ##### Customer is going to building Dept. for building permit 07/07/2020



Melbourne Beach Police Department

Monthly Report

July 2020



In July, we had a total of 3 traffic arrests and 2 other arrests that ranged from Domestic Battery and Narcotics.

House checks/residential and business checks are continued daily. The officers and I continue to be proactive as they conducted several “directed traffic enforcement details” throughout the town. Our radar trailers are also placed in various locations throughout the city to assist in deterring speeders.

We did not have any animal complaints/calls this month.

One of our areas of high volume calls consists of Injured/Ill persons. These calls are unpredictable, and each of the officers is First Responder/CPR/AED certified and is first on the scene to provide medical treatment as necessary.

The Police Department has received calls regarding essential businesses that are not adhering to the TOMB Executive Order 2020-07. Officers have responded to these calls, educated the business owners on the safety of wearing masks and social distancing, and this appears to have reduced the complaints.

All reports and calls for service are checked each day by either myself or a supervisor. Depending on the type of crime we have, procedures are in place to take the appropriate action to resolve the issue.

Officer Zach Martin received his Remote Pilot Certificate from the FAA. This certificate demonstrates that he understands the regulations, operating requirements, and procedures for safely flying drones. Congratulations Ofc. Zach!

Two security cameras were installed on the Community Center. One camera is facing FD, TH, and PD entry doors, and the second camera is facing Ryckman Park and the toddler playground. These cameras are being monitored by myself and our Administrative Sergeant.

The Melbourne Beach Police Officers and I are committed to community policing and keeping our town safe, which is our #1 priority.

Attached you will see a brief overview of the Sergeants monthly report that highlights some of our calls for service.

Stay Safe, Chief Melanie Griswold



MELBOURNE BEACH POLICE DEPARTMENT
Matthew Smith
Sergeant

507 Ocean Ave, Melbourne Beach, FL 32951
Phone: (321) 723-4343 Fax: (321)725-3253



Monthly Report July 2020

- 07/04- Recovery of a stolen vehicle out of Jacksonville. The vehicle was located at the Fourth Avenue beach access, abandoned with no suspect(s).
- 07/04- Vehicle crash between (2) vehicles in the 400 block of Riverview Lane. Both vehicles had only minor damage and there were no injuries reported.
- 07/04- Traffic arrest of a male for expired tag, more than 6 months. The vehicle was stopped for speeding in the 2100 block of Atlantic Street.
- 07/06- Burglary to an occupied dwelling in the 300 block of Surf Road. A male entered a home through a back door and the resident inside yelled at the male to leave. The male was caught by officers in the backyard minutes later. A Decline to Prosecute was signed by the homeowner and the male was placed under a Baker Act.
- 07/06- Vehicle crash between (2) vehicles in the 400 block of Oak Street. Both vehicles had only minor damage and there were no injuries reported.
- 07/12- Domestic, verbal dispute between husband and wife, in the 200 block of Third Avenue. Parties separated for the night.
- 07/14- Vehicle crash between (2) vehicles at Oak Street and Ocean Avenue. Both vehicles had only minor damage and there were no injuries reported.
- 07/21- Arrested a male for operating an unregistered motor vehicle. The vehicle was stopped for improper tag in the 500 block of Ocean Avenue.
- 07/21- Arrested a female for possession of a controlled substance and drug paraphernalia. The vehicle was stopped for a possible domestic violence investigation in the 300 block of Ocean Avenue.
- 07/22- Arrested a female for battery, domestic violence, in the 500 block of Second Avenue. Mother battered adult daughter during an altercation.
- 07/30- Trespassed a male in the 300 block and 500 block of Ocean Avenue.



MELBOURNE BEACH POLICE DEPARTMENT

Steven Kino

Detective/Sergeant

507 Ocean Ave, Melbourne Beach, FL 32951

Phone: (321) 723-4343

Fax: (321) 725-3253



MEMORANDUM

TO: Chief Griswold

FROM: Sgt. Kino

RE: July Monthly Call Report

DATE: 08/01/2020

07/11- Vehicle burglary and petit theft in the 600 block of Hibiscus Trail. The r/p stated that an unknown person entered his vehicle and removed two items. The r/p did not want to pursue charges unless a suspect was identified. Due to the pandemic, a sworn statement and decline to prosecute documents were not completed.

07/18- Trespass warning issued in the 400 block of Sixth Ave. A w/m was on a property that was placed under a house watch. Paperwork was completed without incident.

07/19- An information call was created for the Town. An unknown person took approximately 30 Permit Parking Only signs out from the parking spots and placed them on the beach crossovers and on the beach. They all were located and placed back into the ground. A canvass of the areas was completed with negative results.

07/19- Vehicle burglary in the 300 block of Banyan Way. An unknown suspect entered an unlocked vehicle and removed a black bag containing miscellaneous medical equipment. The bag was recovered at the corner of Poinsettia Rd and Banyan Way. A decline to prosecute was completed due to the owner getting her belongings back.

07/19- A traffic crash in the area of Oak St. and Sunset Blvd. Both vehicles were traveling south on Oak St. when one was stopped in traffic and the other rear ended it. There were no injuries or airbag deployments. Both drivers drove the vehicles away from the scene.



Melbourne Beach Police Department



	JULY	JUNE	MAY	APRIL	MAR	FEB	JAN						YTD
Total Calls for Service	1137	1490	1651	1330	1263	1081	1162						9114
Total Felonies	5	9	10	4	6	1	14						49
Total Misdemeanors	24	19	17	12	10	8	19						109
Total Capias Requests	0	0	0	2	2	2	1						7
Total Traffic Arrests	3	5	6	2	8	3	3						30
Total Other Arrests	2	3	1	3	6	3	8						26
911 Investigation	31	40	34	23	30	20	11						189
Alarm Business	3	6	3	0	7	1	2						22
Alarm Residence	7	7	5	2	1	2	6						30
Animal Complaint	0	5	4	13	7	5	12						46
AOA LEO	24	30	24	6	23	22	21						150
Assist Citizen	5	10	7	11	6	9	9						57
Assist DCF	1	0	0	2	4	2	1						10
Assist Motorist	3	2	0	1	1	1	1						9
Attempt to Contact	2	3	1	3	4	4	6						23
Baker Act	0	2	1	0	1	2	1						7
Battery	0	2	0	2	0	0	0						4
Burglary Residence	1	0	0	0	0	0	4						5
Burglary Vehicle	2	0	5	0	0	0	1						8
Civil Matter	4	7	3	1	5	2	5						27
Crash	5	6	4	1	4	5	4						29
Criminal Mischief	0	2	4	0	0	1	3						10
Death Investigation	0	0	0	0	1	1	1						3
Disturbance Domestic	1	2	5	8	3	2	2						23
Disturbance Domestic Battery	1	1	0	0	2	2	1						7
Disturbance Fight	0	0	0	1	0	0	0						1
Disturbance Noise	7	3	2	4	3	2	3						24
Disturbance Verbal	0	0	5	2	3	0	1						11
Fire	5	6	6	7	2	5	3						34
Fraud	0	0	1	0	1	0	0						2
House Checks	404	218	142	99	47	59	62						1031
Illegal Parking	108	25	47	17	18	13	11						239
Information	16	14	17	34	16	12	12						121
Injured/Ill Person	18	17	13	22	14	29	21						134



Melbourne Beach Police Department



	JULY	JUNE	MAY	APRIL	MAR	FEB	JAN						YTD
Intoxicated Driver	0	2	1	0	3	2	1						9
Intoxicated Person	0	1	0	3	1	0	0						5
Investigation	9	3	3	4	3	3	5						30
Loitering & Prowling	0	0	0	0	0	0	1						1
Missing Person	0	1	0	0	0	1	0						2
Narcotics	1	1	1	3	2	2	5						15
Open Door	1	2	1	4	2	2	12						24
Ordinance	5	0	3	1	0	0	2						11
Parking Citations	85	17	34	15	15	10	3						179
Patrol Area	115	135	143	124	90	85	95						787
Patrol Area Business	239	390	486	305	212	196	202						2030
Patrol Area Residential	322	433	470	455	282	247	330						2539
Patrol Area School	23	32	36	45	31	48	29						244
Phone Call - Obscene/Threat	0	0	0	0	0	0	2						2
Prisoner Transport	0	0	0	0	0	0	2						2
Property Confiscated	0	2	5	0	0	0	1						8
Property Found	4	4	5	4	5	5	9						36
Property Lost	0	0	1	0	0	1	1						3
Reckless Driving	5	4	4	5	4	4	3						29
Special Detail	3	1	1	1	1	3	1						11
Standby-Keep the Peace	3	4	1	0	2	3	0						13
Suspicious Incident	12	8	8	3	10	7	8						56
Suspicious Person	13	2	11	6	15	11	10						68
Suspicious Vehicle	20	20	13	8	14	17	13						105
Theft	0	0	3	0	2	1	8						14
Traffic Citations	17	63	47	11	121	63	38						360
Traffic Complaint	3	3	3	5	4	1	1						20
Traffic Enforcement	58	145	171	142	193	129	139						977
Traffic Obstruction	2	0	0	0	1	1	2						6
Traffic Stop	81	172	109	43	243	166	137						951
Trespassing	4	2	2	2	1	2	1						14
Vehcile Abandoned	0	0	0	0	1	0	0						1
Vehicle Inspection	3	3	1	3	3	1	2						16
Vehicle Repo/Tow	1	0	0	0	2	0	0						3
Vehicle Stolen or Recovered	1	0	0	0	0	0	1						2
Wanted Person	0	0	0	0	1	2	0						3



Melbourne Beach Police Department



Vehicle Mileage	JULY	JUNE	MAY	APRIL	MAR	FEB	JAN						YTD
Car 359		1	1	72	29	256	162						521
Car 360		1004	1488	1222	1196	949	931						6790
Car 361		1292	1046	984	1735	1155	1022						7234
Car 363		668	790	956	818	620	1505						5357
Car 364		1197	1218	1373	1210	1108	1850						7956
Car 366		935	630	668	683	477	728						4121



**Melbourne Beach
Vol. Fire Department**
507 Ocean Avenue
Melbourne Beach, FL 32951
(321)724-1736
FireStation@MelbourneBeachFL.org

FIRE DEPARTMENT MONTHLY REPORT

July 2020

Incident Response

For the month of July 2020, the Melbourne Beach Volunteer Fire Department responded to 19 calls for service. The average number of responding volunteer personnel per paged out call for the month was 10.

Breakdown:

- 11 Fire/Rescue Calls (paged out)
- 3 Assist Other Agency
- 1 Public Assist
- 4 Special Event Coverage Details

Department Membership

- Certified Firefighters: 14
- Support Services Personnel: 12
- Administrative Personnel: 2
- Probationary Personnel: 2

Fire Department Garage Floor Update

The Fire Department has finished meeting with multiple vendors and has obtained coating recommendations and estimates. A determination has been made to go with a dual layer flake system with 2 layers of polyaspartic top coating and silica sand. This coating should provide a long lasting, aggressive non slip, and professional surface. A decision on which vendor to award the project to will be made in early August, and work will hopefully start near the end of August. The project is projected to take a full week to complete once started and is still scheduled to be completed before the end of the year.

COVID-19 Update

The MBVFD continues to work closely with both the Police Department and Town Hall to ensure we are prepared to respond to the COVID-19 health crisis. This includes participation in conference calls, emails, situation reports submitted to Brevard County Emergency Management, updating policies to address response guidelines, and educating citizens and visitors. We continue to monitor the situation and update our response as needed. At this time all active MBVFD personnel continue to be healthy and are able to respond to incidents under the Department's COVID-19 response guidelines.

Notable Events

The Department recently held a promotional process and has promoted the following members with a ceremony to be held later in August/September:

- John Miller to the rank of Deputy Chief
- Jim Turner to the rank of Captain
- Mike Moore to the rank of Lieutenant
- Amber Garrity to the rank of Lieutenant

All Department SCBA units were inspected and provided annual maintenance. All units are in good shape and no major repairs were needed.

The Department submitted a AAA traffic safety grant for the purpose of obtaining new traffic cones and incident warning signs. The grant is non-matching, so if awarded there will be no cost to the Town.

The Firefighters Association decided to cancel its regular 4th of July celebration in the park out of an abundance of caution due to the COVID-19 health crisis and social distancing requirements. The MBVFA looks forward to hosting the event next year and making it better than ever.

Chief Brown & Fire Inspector Faletra met with the Town Manager and Building Official to discuss possible solutions to the nuisance fire alarm activations at the Breakers East Condos.

Due to the COVID health crisis and social distancing recommendations, the MBVFD was able to support 1 local birthday party "drive-by" events in Melbourne Beach this month to help make local resident's birthdays special since they could not have full parties.

Engine 58 was brought to Ten-8 in Sanford for its annual maintenance and repairs.

Melbourne Beach VFD

Melbourne Beach, FL

This report was generated on 8/13/2020 9:52:57 AM



Incident Address and Type for Date Range (Landscape)

Incident Status(s): All Incident Statuses | Start Date: 07/01/2020 | End Date: 07/31/2020

INCIDENT #	DATE	LOCATION TYPE	ADDRESS	INCIDENT TYPE	ALARM	CLEARED SCENE
2020-89	07/01/2020		206 Shannon AVE , Melbourne Beach, FL, 32951	Arcing, shorted electrical equipment	07/01/2020 01:52	07/01/2020 02:42
2020-90	07/04/2020		2051 Atlantic ST , Melbourne Beach, FL, 32951	Alarm system sounded due to malfunction	07/04/2020 17:50	07/04/2020 18:13
2020-91	07/04/2020	Intersection	Ocean AVE / Oak St, Melbourne Beach, FL, 32951	Assist police or other governmental agency	07/04/2020 18:22	07/04/2020 19:35
2020-92	07/05/2020		3780 Florida A1A HWY , Melbourne Beach, FL, 32951	Power line down	07/05/2020 20:17	07/05/2020 20:29
2020-93	07/08/2020	Intersection	Orange ST / 5th Ave, Melbourne Beach, FL, 32951	Public service	07/08/2020 18:27	07/08/2020 18:37
2020-94	07/10/2020		100 Ocean AVE , Melbourne Beach, FL, 32951	Special type of incident, other	07/10/2020 09:12	07/10/2020 16:48
2020-95	07/10/2020		310 Avenue A , Melbourne Beach, FL, 32951	Assist invalid	07/10/2020 14:57	07/10/2020 15:08
2020-96	07/11/2020		100 Ocean AVE , Melbourne Beach, FL, 32951	Special type of incident, other	07/11/2020 08:11	07/11/2020 19:02
2020-97	07/12/2020		100 Ocean AVE , Melbourne Beach, FL, 32951	Special type of incident, other	07/12/2020 08:02	07/12/2020 21:29
2020-98	07/12/2020		519 Ocean AVE , Melbourne Beach, FL, 32951	Hazardous condition, other	07/12/2020 09:05	07/12/2020 09:34
2020-99	07/14/2020		501 Ocean AVE , Melbourne Beach, FL, 32951	Arcing, shorted electrical equipment	07/14/2020 10:28	07/14/2020 11:12
2020-100	07/14/2020		509 2nd AVE , Melbourne Beach, FL, 32951	Assist police or other governmental agency	07/14/2020 12:30	07/14/2020 14:07
2020-101	07/17/2020		2990 Florida A1A HWY , Melbourne Beach, FL, 32951	Watercraft rescue	07/17/2020 23:17	07/18/2020 00:03
2020-102	07/24/2020		214 Elm AVE , Melbourne Beach, FL, 32951	Public service	07/24/2020 17:42	07/24/2020 17:54
2020-103	07/25/2020		504 Harland AVE , Melbourne Beach, FL, 32951	Arcing, shorted electrical equipment	07/25/2020 20:03	07/25/2020 20:38
2020-104	07/26/2020		2203 Atlantic ST , Melbourne Beach, FL, 32951	Water or steam leak	07/26/2020 08:18	07/26/2020 09:09
2020-105	07/29/2020		20151 Atlantic ST , Melbourne Beach, FL, 32951	Alarm system sounded due to malfunction	07/29/2020 15:51	07/29/2020 16:26
2020-106	07/30/2020	Intersection	Atlantic ST / 5th Ave, Melbourne Beach, FL, 32951	Assist police or other governmental agency	07/30/2020 14:03	07/30/2020 14:29
2020-107	07/30/2020		3785 Florida A1A HWY , Melbourne Beach, FL, 32951	Dispatched & cancelled en route	07/30/2020 23:09	07/30/2020 23:17

Location Type is only filled in when it is marked Intersection, Directions, or National Grid on Basic Info 3.

Melbourne Beach VFD

Melbourne Beach, FL

This report was generated on 8/13/2020 9:53:30 AM



Personnel Count per Incident for Date Range

Start Date: 07/01/2020 | End Date: 07/31/2020

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
** 2020-89	7/1/2020 01:52:57	445 - Arcing, shorted electrical equipment	19112	8	3	11
** 2020-90	7/4/2020 17:50:04	735 - Alarm system sounded due to malfunction	19112	9	2	11
** 2020-91	7/4/2020 18:22:53	551 - Assist police or other governmental agency	19112	10	0	10
2020-92	7/5/2020 20:17:17	444 - Power line down	19112	1	0	1
2020-93	7/8/2020 18:27:58	553 - Public service	19112	5	0	5
2020-94	7/10/2020 09:12:47	900 - Special type of incident, other	19112	5	3	8
2020-95	7/10/2020 14:57:12	554 - Assist invalid	19112	1	0	1
2020-96	7/11/2020 08:11:54	900 - Special type of incident, other	19112	6	0	6
2020-97	7/12/2020 08:02:35	900 - Special type of incident, other	19112	5	0	5
** 2020-98	7/12/2020 09:05:19	400 - Hazardous condition, other	19112	6	6	12
** 2020-99	7/14/2020 10:28:14	445 - Arcing, shorted electrical equipment	19112	1	10	11
2020-100	7/14/2020 12:30:03	551 - Assist police or other governmental agency	19112	2	0	2
** 2020-101	7/17/2020 23:17:14	365 - Watercraft rescue	19112	6	4	10
2020-102	7/24/2020 17:42:02	553 - Public service	19112	1	0	1
** 2020-103	7/25/2020 20:03:12	445 - Arcing, shorted electrical equipment	19112	9	2	11
** 2020-104	7/26/2020 08:18:14	522 - Water or steam leak	19112	8	3	11
** 2020-105	7/29/2020 15:51:00	735 - Alarm system sounded due to malfunction	19112	6	2	8
** 2020-106	7/30/2020 14:03:21	551 - Assist police or other governmental agency	19112	3	0	3
** 2020-107	7/30/2020 23:09:40	611 - Dispatched & cancelled en route	19112	1	11	12

AVERAGES:

4.9

2.4

7.3

** Without EMS Assist or Service Calls:
(Paged out calls only)

6.1

3.9

10.0

Only REVIEWED incidents included

Memo

To: Mayor, Vice Mayor and Commissioners
From: Jennifer Kerr, Finance Manager
Date: August 12, 2020
Re: July 2020

We are in the tenth reporting month of our fiscal year 2020. The target expenditure rate for July 2020 is 83.3%. All departments are managing their expenditures even though several budget lines are over the targeted expenditure rate. All budget items highlighted in green are over the target rate but within the anticipated spending of that budget line. Some budget lines are fully expended early in the budget year while other lines like salaries and health insurance are paid on a monthly basis. All budget items highlighted in yellow are being monitored. All budget items highlighted in red are over expended. The total General Fund expenditure rate, year to date is 73.3%. The Departmental expenditure rate breakdown is as follows:

Legislative:	62.4%
Executive:	112.7%
Finance:	85.7%
Legal:	99.2%
Comp & Plan:	83.1%
General Services:	59.1%
Law Enforcement:	78.8%
Fire:	49.5%
Code:	64.2%
Public Works:	82.9%
Parks:	48.1%

Discussion Items:

Executive expenditure rate is high due to the severance pay out of previous Town Manager Robert Daniels. We have received payment of \$867.00 from FMIT for the Safety Grant. We have received payment of \$9,965.88 from Brevard County Fire Rescue for the EMS Grant. We have received payment of \$39,500.00 from DEP for the grant supporting the Green Infrastructure Adaptation Planning.

For the Period: 10/1/2019 to 7/31/2020
Target Rate 83.3%

Expenditures	Original Bud.	YTD Actual	UnencBal	% Bud
Dept: 11 Legislative				
500.11.00 Executive Salaries	16,200.00	11,858.29	4,341.71	73.2
500.12.00 Regular Salaries	78,480.00	50,596.48	27,883.52	64.5
500.21.00 FICA Taxes - Employer Portion	7,243.00	4,735.35	2,507.65	65.4
500.22.20 Retirement Town Employees	6,647.00	3,936.46	2,710.54	59.2
500.23.01 Health Insurance	21,657.00	9,189.90	12,467.10	42.4
500.23.02 Life Insurance	136.00	112.60	23.40	82.8
500.25.00 Unemployment Compensation	251.00	52.05	198.95	20.7
510.31.00 Professional Services	160.00	204.81	-44.81	128.0
510.40.00 Travel & Meetings	2,660.00	418.19	2,241.81	15.7
510.40.10 Travel & Meetings - Staff	300.00	24.00	276.00	8.0
510.47.00 Printing	5,735.00	2,562.13	3,172.87	44.7
510.48.00 Promotional Activities	533.00	352.99	180.01	66.2
510.48.40 Legal Notices	14,000.00	9,909.45	4,090.55	70.8
510.49.50 Election Expense	6,000.00	5,796.68	203.32	96.6
510.54.00 Dues & Subscriptions	785.00	729.00	56.00	92.9
510.54.10 Training & Schools	1,580.00	150.00	1,430.00	9.5
510.64.00 Machinery & Equipment	0.00	124.77	-124.77	0.0
510.64.01 Capital Outlay	2,000.00	0.00	2,000.00	0.0
543.00.00 Licenses & Fees	7,257.00	6,310.87	946.13	87.0
				62.4
Dept: 12 Executive				
500.12.00 Regular Salaries	90,000.00	90,115.22	-115.22	100.1
500.12.05 SEVERANCE PAYMENT	0.00	16,140.54	-16,140.54	0.0
500.21.00 FICA Taxes - Employer Portion	6,885.00	7,518.73	-633.73	109.2
500.22.01 Retirement - ICMA	7,623.00	6,611.11	1,011.89	86.7
500.22.20 Retirement Town Employees	0.00	2,311.27	-2,311.27	0.0
500.23.01 Health Insurance	10,734.00	9,043.09	1,690.91	84.2
500.23.02 Life Insurance	1,200.00	629.87	570.13	52.5
500.25.00 Unemployment Compensation	288.00	90.35	197.65	31.4
510.40.00 Travel & Meetings	2,400.00	0.00	2,400.00	0.0
510.51.00 Office Supplies	0.00	129.00	-129.00	0.0
510.52.50 Gas & Oil	0.00	2,000.00	-2,000.00	0.0
510.54.00 Dues & Subscriptions	858.00	595.00	263.00	69.3
				112.7
Dept: 13 Finance				
500.12.00 Regular Salaries	58,000.00	46,756.17	11,243.83	80.6
500.21.00 FICA Taxes - Employer Portion	4,437.00	3,560.87	876.13	80.3
500.22.20 Retirement Town Employees	4,913.00	3,813.13	1,099.87	77.6
500.23.01 Health Insurance	7,716.00	6,184.75	1,531.25	80.2
500.23.02 Life Insurance	68.00	61.93	6.07	91.1
500.25.00 Unemployment Compensation	186.00	27.95	158.05	15.0
510.31.00 Professional Services	4,900.00	5,894.53	-994.53	120.3
510.32.00 Auditing Services	21,900.00	21,900.00	0.00	100.0
510.32.90 Banking Fees	3,300.00	3,179.75	120.25	96.4
510.40.00 Travel & Meetings	1,000.00	0.00	1,000.00	0.0
510.47.00 Printing	180.00	0.00	180.00	0.0
510.51.00 Office Supplies	0.00	329.99	-329.99	0.0
510.54.00 Dues & Subscriptions	60.00	50.00	10.00	83.3
510.54.10 Training & Schools	350.00	0.00	350.00	0.0
				85.7
Dept: 14 Legal Counsel				
510.31.00 Professional Services	80,000.00	79,928.00	72.00	99.9
510.31.01 Code Enforcement Attorney	1,500.00	931.25	568.75	62.1
				99.2
Dept: 15 Comprehensive Planning				
510.31.00 Professional Services	67,500.00	²⁶⁶ 16,617.39	50,882.61	24.6

510.31.95	Grants Services	0.00	39,500.00	-39,500.00	0.0
					83.1
Dept: 19 General Services					
500.24.00	Workers Compensation	2,177.00	2,177.00	0.00	100.0
510.31.00	Professional Services	4,000.00	3,100.00	900.00	77.5
510.31.02	Lifeguard Contract	19,600.00	15,342.24	4,257.76	78.3
510.31.11	Security	1,998.00	859.39	1,138.61	43.0
510.34.10	Janitorial Services	14,108.00	8,656.00	5,452.00	61.4
510.35.00	Pre-Employment Exp	135.00	129.00	6.00	95.6
510.41.00	Telephone	10,728.00	5,293.14	5,434.86	49.3
510.41.10	Communication Services	41,004.00	38,152.29	2,851.71	93.0
510.43.00	STREET LIGHTS	45,000.00	33,132.50	11,867.50	73.6
510.43.10	Electricity	32,500.00	20,082.18	12,417.82	61.8
510.43.20	Water & Sewer	6,600.00	4,995.69	1,604.31	75.7
510.43.50	WASTE SERVICE TAX	2,964.00	2,964.34	-0.34	100.0
510.45.00	General Liability Insurance	53,700.00	53,602.00	98.00	99.8
510.45.01	Flood Insurance	3,400.00	3,402.00	-2.00	100.1
510.45.02	Property Insurance	41,500.00	41,497.00	3.00	100.0
510.45.03	Auto Insurance	7,500.00	7,141.00	359.00	95.2
510.46.10	Office Equipment Maintenance	4,904.00	3,539.92	1,364.08	72.2
510.46.15	Equipment Maintenance	13,800.00	1,633.25	12,166.75	11.8
510.46.36	Pest Control	3,000.00	2,120.22	879.78	70.7
510.46.41	Mowing Contract	29,820.00	24,850.00	4,970.00	83.3
510.46.60	SIGNAL MAINTENANCE	2,500.00	0.00	2,500.00	0.0
510.47.00	Printing	200.00	358.95	-158.95	179.5
510.49.48	Env. Boards Expense	960.00	496.18	463.82	51.7
510.49.98	Contingency	30,000.00	4,398.67	25,601.33	14.7
510.49.99	Miscellaneous	300.00	35.00	265.00	11.7
510.51.00	Office Supplies	9,100.00	7,023.14	2,076.86	77.2
510.51.10	Postage	1,800.00	1,626.42	173.58	90.4
510.52.10	Janitorial Supplies	5,000.00	3,314.44	1,685.56	66.3
510.54.00	Dues & Subscriptions	252.00	268.82	-16.82	106.7
510.64.01	Capital Outlay	149,749.00	28,161.34	121,587.66	18.8
543.00.00	Licenses & Fees	11,117.00	6,242.68	4,874.32	56.2
					59.1

Dept: 21 Law Enforcement					
500.12.00	Regular Salaries	542,401.00	447,421.19	94,979.81	82.5
500.12.50	Holiday Pay	19,000.00	0.00	19,000.00	0.0
500.14.00	Salaries Overtime	30,300.00	23,202.02	7,097.98	76.6
500.15.00	Education Incentive Pay	6,600.00	5,460.00	1,140.00	82.7
500.15.01	First Responder	7,920.00	4,875.00	3,045.00	61.6
500.21.00	FICA Taxes - Employer Portion	46,376.00	35,866.40	10,509.60	77.3
500.22.02	Police Pension	292,640.00	233,592.82	59,047.18	79.8
500.22.20	Retirement Town Employees	2,828.00	2,196.58	631.42	77.7
500.23.01	Health Insurance	55,227.00	58,939.89	-3,712.89	106.7
500.23.02	Life Insurance	2,255.00	2,218.62	36.38	98.4
500.23.10	Statutory AD&D	1,000.00	594.00	406.00	59.4
500.24.00	Workers Compensation	12,500.00	12,500.00	0.00	100.0
500.25.00	Unemployment Compensation	600.00	481.33	118.67	80.2
520.31.00	Professional Services	680.00	500.00	180.00	73.5
520.34.40	Dispatching Services	17,756.00	16,938.09	817.91	95.4
520.40.00	Travel & Meetings	540.00	826.10	-286.10	153.0
520.41.10	Communication Services	1,020.00	1,051.99	-31.99	103.1
520.46.10	Office Equipment Maintenance	3,000.00	2,067.63	932.37	68.9
520.46.15	Equipment Maintenance	2,000.00	1,991.70	8.30	99.6
520.46.16	Radar Calibration	1,000.00	419.50	580.50	42.0
520.46.20	Vehicle Maintenance	13,000.00	3,644.58	9,355.42	28.0
520.48.00	PROMOTIONAL ACTIVITIES	1,800.00	442.67	1,357.33	24.6
520.48.50	Crime Prevention	1,100.00	1,044.18	55.82	94.9
520.49.99	Miscellaneous	100.00	0.00	100.00	0.0
520.52.00	Uniforms	7,350.00	267 2,368.36	4,981.64	32.2

520.52.05	Protective Gear	8,100.00	4,541.82	3,558.18	56.1
520.52.50	Gas & Oil	13,000.00	9,626.75	3,373.25	74.1
520.52.70	Medical	500.00	339.87	160.13	68.0
520.52.90	Operating Supplies	3,420.00	2,762.97	657.03	80.8
520.54.00	Dues & Subscriptions	450.00	492.37	-42.37	109.4
520.54.10	Training & Schools	3,500.00	2,744.29	755.71	78.4
520.64.01	Capital Outlay	45,700.00	18,109.85	27,590.15	39.6
520.71.00	Principal Retired	22,543.00	22,543.00	0.00	100.0
520.72.00	Interest Expense	1,719.00	1,716.83	2.17	99.9
543.00.00	Licenses & Fees	12,762.00	8,309.01	4,452.99	65.1
					78.8

Dept: 22 Fire Control

500.12.00	Regular Salaries	38,422.00	31,033.41	7,388.59	80.8
500.14.00	Salaries Overtime	0.00	110.83	-110.83	0.0
500.21.00	FICA Taxes - Employer Portion	2,939.00	3,062.96	-123.96	104.2
500.22.20	Retirement Town Employees	3,254.00	2,537.86	716.14	78.0
500.23.01	Health Insurance	4,489.00	3,772.43	716.57	84.0
500.23.02	Life Insurance	162.00	61.93	100.07	38.2
500.23.10	Statutory AD&D	165.00	165.00	0.00	100.0
500.24.00	Workers Compensation	6,000.00	5,276.75	723.25	87.9
500.25.00	Unemployment Compensation	123.00	40.77	82.23	33.1
520.31.00	Professional Services	104,000.00	37,548.11	66,451.89	36.1
520.34.40	Dispatching Services	5,000.00	3,750.00	1,250.00	75.0
520.35.00	PRE-EMPLOYMENT EXPENSE	3,380.00	1,124.00	2,256.00	33.3
520.40.00	Travel & Meetings	500.00	177.78	322.22	35.6
520.41.10	Communication Services	1,200.00	1,120.00	80.00	93.3
520.46.15	Equipment Maintenance	4,077.00	2,838.80	1,238.20	69.6
520.46.20	Vehicle Maintenance	23,050.00	25,441.44	-2,391.44	67.1
520.48.55	Fire Prevention	2,820.00	3,705.00	-885.00	131.4
520.51.00	Office Supplies	300.00	625.12	-325.12	208.4
520.52.00	Uniforms	5,150.00	4,011.66	1,138.34	77.9
520.52.02	S.C.B.A.	1,750.00	1,034.45	715.55	59.1
520.52.05	Protective Gear	3,780.00	1,856.22	1,923.78	49.1
520.52.10	Janitorial Supplies	750.00	196.10	553.90	26.1
520.52.20	Tools & Hardware	1,500.00	236.48	1,263.52	15.8
520.52.50	Gas & Oil	2,100.00	1,421.32	678.68	67.7
520.52.70	Medical	700.00	627.29	72.71	89.6
520.54.00	Dues & Subscriptions	360.00	72.00	288.00	20.0
520.54.10	Training & Schools	6,750.00	1,982.81	4,767.19	29.4
520.54.12	Training Materials	800.00	125.70	674.30	15.7
520.64.01	Capital Outlay	86,500.00	0.00	86,500.00	0.0
520.71.00	Principal Retired	42,152.00	42,151.42	0.58	100.0
520.72.00	Interest Expense	6,311.00	6,309.64	1.36	100.0
543.00.00	Licenses & Fees	12,366.00	11,283.15	1,082.85	91.2
					49.5

Dept: 29 Code Enforcement

500.12.00	Regular Salaries	13,312.00	9,024.00	4,288.00	67.8
500.21.00	FICA Taxes - Employer Portion	1,018.00	690.32	327.68	67.8
500.22.20	Retirement Town Employees	1,128.00	749.03	378.97	66.4
500.23.10	Statutory AD&D	53.00	0.00	53.00	0.0
500.24.00	Workers Compensation	166.00	0.00	166.00	0.0
500.25.00	Unemployment Compensation	43.00	9.00	34.00	20.9
520.40.00	Travel & Meetings	35.00	0.00	35.00	0.0
520.45.03	Auto Insurance	124.00	0.00	124.00	0.0
520.46.20	Vehicle Maintenance	250.00	0.00	250.00	0.0
520.51.00	Office Supplies	100.00	0.00	100.00	0.0
520.51.10	Postage	350.00	124.51	225.49	35.6
520.51.20	RECORDING COSTS	120.00	45.50	74.50	37.9
520.52.00	Uniforms	75.00	69.00	6.00	92.0
520.52.50	Gas & Oil	150.00	218.98	-68.98	146.0
520.54.10	Training & Schools	100.00	0.00	100.00	0.0

64.2**Dept: 41 Public Works**

500.12.00 Regular Salaries	155,000.00	122,567.34	32,432.66	79.1
500.14.00 Salaries Overtime	2,000.00	1,993.09	6.91	99.7
500.21.00 FICA Taxes - Employer Portion	11,858.00	9,943.55	1,914.45	83.9
500.22.20 Retirement Town Employees	13,129.00	10,207.08	2,921.92	77.7
500.23.01 Health Insurance	16,115.00	13,196.68	2,918.32	81.9
500.23.02 Life Insurance	180.00	197.00	-17.00	109.4
500.23.10 Statutory AD&D	159.00	159.00	0.00	100.0
500.24.00 Workers Compensation	2,000.00	1,153.25	846.75	57.7
500.25.00 Unemployment Compensation	496.00	130.24	365.76	26.3
530.34.10 Janitorial Service	0.00	1,159.00	-1,159.00	0.0
530.34.91 Landscaping	5,000.00	4,409.77	590.23	88.2
530.40.00 Travel & Meetings	200.00	0.00	200.00	0.0
530.43.50 Dump Service	2,000.00	500.00	1,500.00	25.0
530.46.12 Maintenance Supplies	7,000.00	369.06	6,630.94	5.3
530.46.15 Equipment Maintenance	4,000.00	695.26	3,304.74	17.4
530.46.20 Vehicle Maintenance	3,438.00	7,037.11	-3,599.11	204.7
530.46.30 Building Maintenance	5,000.00	4,769.83	230.17	95.4
530.46.31 Maintenance Old Town Hall	1,000.00	947.48	52.52	94.7
530.46.32 Ryckman House	2,000.00	221.00	1,779.00	11.1
530.46.34 Maintenance Ryckman Park	0.00	3,854.41	-3,854.41	0.0
530.46.35 Pier Maintenance	2,000.00	835.18	1,164.82	41.8
530.46.36 Pest Control	0.00	235.58	-235.58	0.0
530.46.37 Maintenance Ocean Park	0.00	3,275.14	-3,275.14	0.0
530.46.40 Grounds Maintenance	15,000.00	8,233.58	6,766.42	54.9
530.52.00 Uniforms	1,300.00	746.36	553.64	57.4
530.52.05 Protective Gear	600.00	1,221.21	-621.21	203.5
530.52.20 Tools & Hardware	2,600.00	2,193.45	406.55	84.4
530.52.25 TOOL RENTALS	3,000.00	611.10	2,388.90	20.4
530.52.50 Gas & Oil	2,900.00	2,729.84	170.16	94.1
530.53.10 Street Repair	3,000.00	4,007.16	-1,007.16	133.6
530.53.20 Street Signs	3,000.00	5,279.88	-2,279.88	176.0
530.54.10 Training & Schools	1,500.00	224.80	1,275.20	15.0
530.57.25 Welding	0.00	707.80	-707.80	0.0
530.64.01 Capital Outlay	44,500.00	40,952.26	3,547.74	92.0
530.71.00 PRINCIPAL RETIRED	11,592.00	11,592.00	0.00	100.0
530.72.00 Interest Expense	864.00	862.77	1.23	99.9

82.9**Dept: 72 Parks & Recreation**

570.46.42 Park Beautification	1,600.00	1,667.30	-67.30	104.2
570.46.43 Tree Expense	0.00	400.00	-400.00	0.0
570.48.10 Founder's Day	5,000.00	782.14	4,217.86	15.6
570.48.50 Movies In The Park	1,400.00	830.00	570.00	59.3
570.48.52 Fourth of July	500.00	0.00	500.00	0.0
570.48.53 Christmas Decorations Park	250.00	1,368.10	-1,118.10	547.2
570.48.60 Easter Egg Hunt	50.00	0.00	50.00	0.0
570.63.01 Tennis Court Expenditures	500.00	0.00	500.00	0.0
570.63.02 BBall & VBall Courts	2,000.00	633.92	1,366.08	31.7
570.63.05 Bocce Court Expenditures	500.00	0.00	500.00	0.0

48.1**Total Expenditure Rate:****73.6**

73.6

For the Period: 10/1/2019 to 7/31/2020

Target Expenditure Rate: 83%

Fund: 125 - Building Dept

Expenditures

Dept: 24 Protective Inspections

	Original Bud.	YTD Actual	UnencBal	% Bud
500.12.00 Regular Salaries	73,284.00	54,887.96	18,396.04	74.9
500.14.00 Salaries Overtime	0.00	297.94	-297.94	0.0
500.21.00 FICA Taxes - Employer Portion	5,606.00	4,042.38	1,563.62	72.1
500.22.20 Retirement Town Employees	6,207.00	4,710.36	1,496.64	75.9
500.23.01 Health Insurance	16,301.00	15,375.52	925.48	94.3
500.23.02 Life Insurance	136.00	112.60	23.40	82.8
500.25.00 Unemployment Compensation	235.00	55.21	179.79	23.5
520.31.00 Professional Services	107,679.00	66,721.84	40,957.16	62.0
520.31.20 DRAINAGE SITE PLAN REVIEW	0.00	2,289.12	-2,289.12	0.0
520.40.00 Travel & Meetings	0.00	78.88	-78.88	0.0
520.51.00 Office Supplies	400.00	214.89	185.11	53.7
520.51.10 Postage	30.00	0.00	30.00	0.0
520.52.00 Uniforms	50.00	33.00	17.00	66.0
520.52.20 Tools & Hardware	60.00	0.00	60.00	0.0
520.54.00 Dues & Subscriptions	125.00	0.00	125.00	0.0
520.64.01 Capital Outlay	6,000.00	0.00	6,000.00	0.0
581.00.00 TRANSFER OUT	18,000.00	9,000.00	9,000.00	50.0

Total Expenditure Rate:

67.4

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Beach Access Parking	8/17/2019		7/15/2020	Mayor Simmons	Town Manager
DATE	DIRECTION/NOTES				
6/3/2020	TM presented proposals to Commission for resident decals and paid parking kiosks at Ocean Park. During STCM the Commission voted for resident-only (free) decal parking at end of street beach accesses – and resident-only (free) decal street parking in the "Golden Triangle" area, with no visitor passes. The Commission approved Kiosk paid parking at both Ocean and Ryckman Park and further discussion regarding the amount that will be charged will be discussed at June RTCM.				
5/20/2020	TM presented survey results. Commission voted to ask TM to get proposal for resident decals in the “Golden Triangle area; a proposal for paid parking at Ocean Park with budget costs including the potential effect on the PD; and a proposal for decal-only parking at end of street beach access for residents w/limited number for guests. Commission asked that these items be presented at the June TCM.				
5/6/2020	TCW Cancelled.				
4/15/2020	RTCM Cancelled.				
3/18/2020	To be discussed at May TCW				
3/13/2020	Original presentation at the March RTCM being rescheduled due to scheduling issue with Adam Meyers, who completed the data compilation. Date TBD				
2/19/2020	The deadline for accepting surveys was February 18th. The data has been compiled and graphs are being designed for presentation at the March RTCM.				
12/18/2019	The Commission voted 4-1 (Comm. Walters dissenting) to send the survey to residents in mid-January giving them 30 days to respond.				
11/20/2019	An update to the Beach parking survey was presented and discussed at this meeting. The matter was tabled until the December 18th meeting so input from the absent Commissioners could be heard.				
11/6/2019	At the November Workshop, the Commission discussed further what the survey should accomplish and how it should be structured (similar in format to the Beachcomber). The Commission agreed that on-street parking should be addressed first followed by a breakdown of expenses and potential income. An updated draft survey will be presented at the November 20th RTCM.				
10/16/2019	The Commission consented to having the Town Manager present a draft of the proposed survey at the November Workshop				
9/18/2019	This was discussed at the 9/4 Workshop. Mayor Simmons provided a compilation of the comments he received regarding this matter and they were varied. We need to spell out to the residents why we are considering paid parking in different sections of Town. A survey should be developed that outlines the 3 options under consideration and why each one is being considered. Resident, end of street and Ocean Park parking should be presented as separate issues and presented to the residents in some fashion starting with identifying potential challenges. It's important for residents to know that the funds raised from the kiosks can only be used for OP maintenance. Public input is essential.				

8/21/2019	The Town Manager reported what she had found out about parking kiosks. She talked to 3 vendors and 1 of them gave her a price of \$6,800 - \$7,000 per kiosk. Payment can be made using several methods, upgrades are easy, fee amounts can be changed and there are a couple methods of enforcement. Bottom line, the kiosk can be tailored to our needs. Mayor Simmons said the project would have to be done concurrently with the resident only, end of street/street parking plan. The funds generated from kiosk parking must go back into improvements and maintenance of Ocean Park. The Town Manager will gather more information and this topic will be readdressed at the September 4th Workshop.				
8/17/2019	After considerable discussion, the Commission tasked the Town Manager with contacting the State of Florida to determine if we can charge for parking at Ocean Park, research parking kiosks, ask Indialantic how their meters affect businesses, develop a plan to designate resident only parking at beach accesses. Parking passes for street parking (one side only) will be revisited at the 8/21/2019 meeting.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Collaborate w/Indialantic to make joint request to FDOT for reduction in speed limit on A1A to 35mph	5/20/2020	8/19/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
7/15/2020	TM attended workshop with Indialantic TM. Waiting on FDOT to make a decision. Will update in August if any developments.				
6/17/2020	Indialantic is in agreement. TM contacted FDOT and was asked to attend speed management workshop. Update at July RTCM.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Street Paving/Repaving Plan	5/6/2020	8/19/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
7/15/2020	Commission asked TM and PWS to create a color coded master plan map indicating projected dates/timeline of future projects.				
6/20/2020	RFP Bids will be presented at July RTCM				
6/3/2020	Commission asked for long term plan. TM will present findings at June RTCM.				
4/15/2020	RTCM Cancelled. 5/2020: TM said she received ballpark estimates from Commissioner Runte and BSE.				
02/26/2020	The TM and PWS toured the streets that were slated for pavement. Scott Glaubitz advised that several of the streets did not need to be paved just patched. Mr. Glaubitz was not concerned about the road depression on Cherry and Rosewood. The TM was advised to save the money set aside for paving this year and patch. The larger much more expensive project will be the major curb replacement and repaving of Orange.				
2/19/2020	The TM said she talked to Scott Glaubitz about the roads but hasn't heard back from him. Item being moved out to March RTCM.				
1/15/2020	The PWS and TM are meeting with B.S.E. in February; they don't want to spend money on paving until the road is evaluated.				

7/17/2019	PW Supervisor showed on a map where the next block of paving will take place. It's on the north end of Town and spans 2.84 miles, is contiguous and is in an area where there are no upcoming stormwater projects. More preventive maintenance should be performed such as sealing cracks to stop water intrusion and sealing the roads. Mayor Simmons suggested working with Indialantic when repaving contiguous areas.				
6/26/2019	The PW Supervisor developed a map for the north, central and south sections of Town and is working on giving the roads grades determined by their condition. The budget has enough for 3 miles of paving and the areas paved should be contiguous. PW Supervisor to report back in July.				
5/15/2019	Interim Town Manager and the PW Supervisor are breaking the roads into contiguous zones and putting those zones in order of condition. Looking to pave 3-5 miles of roads during FY 19/20.				
4/18/2019	TM said cost for one mile of paving will be approximately \$66,000 but it will depend on depth and if millings will be needed.				
4/10/2019	BSE to review past paving plan. They will see if we can piggyback onto Brevard County's contract with VA Paving.				
2/13/2019	Request delay until April 2019.				
1/16/2019	Town Manager is working with BSE to determine the order in which the roads should be paved based on condition.				
1/11/2019	BSE is scheduled to meet with the TM the week of 1/14/2019.				
10/17/2018	TM suggested working with our other approved engineering firm, Bowman Consulting, since they have expertise on this topic.				
10/11/2018	10/11/2018: Research is starting on replacement and preservation of our roadways.				
7/18/2018	Decide on one mile of paving or two miles of paving in FY 19/20				
6/20/2018	RFP bids to be presented at 7/18/2018 meeting				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Charging Stations	11/20/2020	8/19/2020		Mayor Simmons	EAB/TM
DATE	DIRECTION/NOTES				
7/15/2020	TM shared that the offer from Tesla no longer available, meaning the charging stations are no longer free. They cost \$500. TM is looking at other options and will come back in August with information. Commission asked TM to look for similar offers and/or grants as Tesla was offering.				
6/17/2020	TM scheduled electricians Wednesday. First parking spot for bikes and two for charging stations. Update July RTCM				
6/3/2020	Commission asked TM to contact Tesla to see what they have to offer and share information at June RTCM.				
5/6/2020	May TCW Cancelled.				
3/18/2020	Commission suggested TM get with Tesla to see what they may offer - including getting one at no cost. To be discussed again at May TCW.				
3/13/2020	TM should receive recommendations from EAB on charging stations after the 3/25/2020 meeting.				
11/20/2019	Because of the holidays, the EAB won't be meeting until the end of January at which time they will be notified of the request for them to look into charging stations. They will hopefully have some input for the March 2020 RTCM.				

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Employee 6-month Evaluations	3/18/2020	8/19/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
7/15/2020	TM has not received all evaluations. Will update in August.				
4/15/2020	RTCM cancelled.				
5/14/2020	TM said she had received only about half of the evaluations.				
6/3/2020	Commission moved this item to the July RTCM.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Code Enforcement Magistrate	8/21/2019	8/19/2020		Mayor Simmons	Town Manager & Town Attorney
DATE	DIRECTION/NOTES				
7/15/2020	TA Repperger said first reading will be at August RTCM.				
6/3/2020	TA said first reading will be at July RTCM.				
3/18/2020	TA moved this item to May RTCM. Attorney plans on First Read June 2020.				
2/19/2020	The Town Attorney said he will have a draft Ordinance at the March RTCM.				
1/15/2020	The Town Attorney asked that this be moved out another month.				
11/20/2019	This item relates to the ordinance change and not the Special Magistrate agreement that will be revisited by the Commission at the December RTCM. The Town Attorney asked that this be moved out to January 2020.				
9/18/2019	TA Repperger said a code change will be required to change from Code Board to Special Magistrate enforcement. The Commission consented to having the TA move forward with writing an ordinance. The Mayor asked the TM to get in touch with the Code Board members, as a courtesy, to let them know the Commission is thinking about a Special Magistrate.				
8/21/2019	Town Attorney Repperger and Town Manager Mascaro weighed in on the efficiency of having a Special Magistrate instead of a Code Board; a Magistrate would streamline the process. The cost could be assessed to the resident and the Code would have to be changed. The cost runs between \$125 and \$150 per hour. The Town Manager was tasked with presenting options to the Commission about the handling of code hearings.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Comprehensive plan for safe pedestrian and bike routes	9/27/2017	8/19/2020		Vice Mayor Hoover	Town Manager
DATE	DIRECTION/NOTES				
6/17/2020	Study didn't find any new walkways/bike paths. TM asked to investigate other option like stenciling/painting roads. Update August RTCM				

3/18/2020	Study will be completed in June.				
7/17/2019	The awarded grant funds a study that will be completed by June 2020. To be revisited at the March RTCM.				
7/1/2019	The Opportunity for Green Infrastructure Adaptation Planning grant was awarded in the amount of \$39,500				
4/18/2019	Waiting for grant award notification				
4/11/2019	Paperwork was submitted for this grant on 1/31/2019. If granted, funds (\$39,500) will be used to develop a plan as to how MB could improve stormwater management, improve water quality and provide recreational/aesthetic amenities in light of future climate conditions such as sea level rise. Work would begin on July 1, 2019 if we are awarded the grant.				
3/20/2019	TM will research to determine if previous TM submitted paperwork for this grant.				
2/12/2019	Town applied for a Florida DEP resiliency planning grant on January 31, 2019 in partnership with the Eastern Central Florida Planning Council and are awaiting word as to our acceptance.				
1/11/2019	There is a planning grant on the January RTCM agenda.				
8/9/2018	This will be a long-term project as funding and development of a trail way must be completed. Request review in January, 2019.				
7/13/2019	TM Daniels is attending a meeting on Bike trails on July 18, 2018.				
9/27/2018	In lieu of moving forward with the Safe Routes to School grant program, Commissioner Hoover recommended that the Town focus their energy on a more comprehensive plan with emphasis placed on stormwater management. The Commission agreed by consensus to his suggestion and to add this item to the Action List.				
5/7/2018	Currently there are no grant programs for this project. Some possibilities are to install sidewalks in conjunction with some stormwater replacement in some areas like Andrews Drive.				
3/30/2018	Bicycle safety was addressed as it relates to safe routes to school and A-1-A at a meeting with FDOT and SCTPO. Unfortunately without funding from DOT, the money necessary for sidewalks puts this project in the future. Hearing that FDOT does not expect any grant opportunities in the future, one option is to include sidewalks/bicycle paths in any stormwater sewer project.				
2/21/2018	2/21/2018: Commissioner Hoover and TM Daniels have been told a meeting with FDOT will be scheduled towards the end of this week.				
1/17/2018	Town Manager Daniels is meeting with FDOT during the week of January 21.				
12/20/2017	Town Manager Daniels will meet with DOT after the holiday.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Establish Salary Ranges	7/17/2019	8/19/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
6/17/2020	Commission pushed this item to the August RTCM				
3/18/2020	TM presented Salary Survey to Commission. Further discussion pushed to June RTCM.				
3/4/2020	Town Manager presented salary survey (all positions) at workshop. Suggestions made to eliminate some towns used for				

	comparison purposes. The updated data will be used to present to the Commission at the RTCM on 3/18/2020.				
2/19/2020	The Town Manager gave the Commission a copy of salary ranges from neighboring communities to be used as guidelines. Salary ranges still need to be created for MB employees and will be discussed further at the March Workshop.				
1/5/2020	The Town Manager asked that this be moved out another month.				
7/17/2019	Town Manager to conduct research and provide a salary range for each job in the Town.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
FDOT traffic light stanchion maintenance	2/19/2020	8/19/2020		Commissioner Walters	PW Supervisor
DATE	DIRECTION/NOTES				
6/3/2020	PW Supervisor said Town is on the wait list. Commission pushed item to August RTCM.				
4/15/2020	April RTCM cancelled. PWS submitted request to FDOT.				
2/19/2020	Commissioner Walters said the traffic light stanchions on Ocean Avenue are in need of serious maintenance. The PWS will contact DOT and will have an update at the March RTCM. The project is likely to take a long time to complete.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Sheds on Corner Lots	11/20/2019	8/19/2020		Commission	Town Attorney
DATE	DIRECTION/NOTES				
6/3/2020	April P&Z cancelled. TA will send to July P & Z and bring back to August RTCM.				
3/18/2020	Commission moved to send to P & Z and revisit at June RTCM.				
3/4/2020	Presented at workshop. Commission moved 4/1/2020 workshop.				
2/19/2020	The Town Manager is contacting the Town Planner about this matter in order to address it further at the Planning & Zoning meeting on February 3rd, prior to the Workshop.				
12/18/2019	The Town Planner and staff have some options to address this issue that will be presented to the Planning & Zoning Board in January at which point the matter will be brought back to the Commission.				
11/20/2019	A resident asked about the Code restriction related to the placement of sheds on corner lots. After Commission discussion, the issue was placed on the Action List to discuss and perhaps address at a later date.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Social Media Policy	6/3/2020	8/19/2020		Commission	Town Staff
DATE	DIRECTION/NOTES				
6/3/2020	Commission directed Town staff to create a social media policy for the Town.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Establish Facebook Pages	6/3/2020	8/19/2020		Commission	Town Staff
DATE	DIRECTION/NOTES				
6/3/2020	Commission directed Town staff to establish a plan for Facebook page management				

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Research availability & compensation for Bld. Off.	1/15/2020	9/16/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
3/18/2020	TM presented salary data and starting search. Mayor said salary can't exceed \$95,000. Further discussion September RTCM				
3/4/2020	Town Manager presented salary survey at workshop. Some towns eliminated for comparison purposes. The data for Building Officials will be used to present to the Commission at the RTCM on 3/18/2020.				
2/19/2020	The Town Manager talked to somebody who was interested in the job but in a matter of days, accepted a job in Rockledge. Compensation is less than they all thought. A former employee, Rob Perry, is now working for Safebuilt and will be working for us on Wednesdays until Ken (the building inspector) returns.				
1/15/2020	The Commission approved the Safebuilt contract for one more year (5-0). Because Marc Meyers is retiring soon and their rates will be raised next renewal period, the Commission tasked the Town Manager with doing a salary survey for Building Officials and to determine availability.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
ADA Compliance	3/20/2019	9/16/2020		Commission	Town Clerk
DATE	DIRECTION/NOTES				
7/15/2020	TC uploaded ADA compliant minutes for 2020 to Town website. Will update progress again in September.				
6/3/2020	The TC (who is new) reported that ADA compliance cannot be achieved in a short-time frame – but rather – is part of a long-term goal that could take between 6 – 12 months to implement. The TC will give updates to the Commission on the progress made. Next update scheduled for July RTCM.				
4/15/2020	RTCM Cancelled. TC and AA received training and TC implemented new Agenda platform. TC and AA received ADA training and continue to work on ADA compliance.				
2/19/2020	Software installation/training isn't happening until April so with luck, our April RTCM packet will be generated utilizing the new Granicus Peak software. This isn't going to solve our ADA issues but it will allow for the cover page and compliant memo's, etc., to be available online.				
12/18/2019	The Town Clerk reported that nothing has really changed regarding solutions to the ADA issue. Having a notice on the website saying we are updating our site to be compliant is now sufficient to fend off lawsuits. After our new agenda software is up and running, the TC will see how feasible it is to upload agenda packets (or partial packets). Currently, agendas and minutes are on the website and she'll be working on modifying the last 2 to 3 years of resolutions and ordinances for placement on the Town's website.				
6/26/2019	Estimates received for closed captioning would cost about \$16,000/year. Commission meeting audio is available at Soundcloud.com. The problem still lies with the uncertainty involved in being 100% compliant; nobody quite knows how to determine compliance.				

4/18/2019	Town Clerk is working with other municipalities to determine the best way to deal with compliance. There isn't a clear understanding of a protocol to follow and many entities that thought they are compliant are not. If the information is available to non-disabled people on a website but not available to disabled people, a lawsuit can be filed. If the information is not posted at all, we stand a better chance of not being targeted.
3/20/2019	The TC reported that many counties and municipalities have been sued because their sites aren't ADA compliant. She disabled a lot of the files on our website and is researching what will be needed for us to be 100% compliant as we add content and as we republish older content.
12/19/2018	Commission decided to move this out until April 2019
12/10/2018	The master plan will be worked on at a later date after current projects have been completed.
11/9/2018	Meeting moved to December 5, 2018
10/17/2018	BSE to discuss at November 7th Workshop
10/11/2018	BSE will start on the updates to the master plan once the current projects are completed and Cherry at Rosewood is analyzed.
9/12/2018	A new roadway collapse happened at Rosewood and Elm which will start repairs on Monday 9/17/2018.
8/9/2018	The original project at Rosewood and Dogwood is complete. Three underground drains are being installed because of the high water table at the location.
7/18/2018	Town Manager was tasked with getting a Master Stormwater Plan from B.S.E. with associated cost.
7/13/2018	The project started this week on Rosewood at Dogwood and the project on Oak south of Cherry will start on July 19, 2018.
6/14/2018	Two project bids are on the agenda for the June RTCM as well as the approval for Andrews.
5/10/2018	Public Works crew completed surface trench work on Third Ave at the River for the storm water sewer.
5/9/2018	RFP was advertised for two projects, Oak south of Cherry and Rosewood at Dogwood with scheduled bid opening for May 24th.
4/25/2018	Video equipment could not be utilized due to severe blockage in pipe on Andrews Drive. The Vacuum truck worked for six hours and was not able to remove the entire blockage. BSE will meet with the Town during week of May 14th to discuss options.
4/12/2018	Received communication on Andrews Drive project that the surface drainage solution would not work due to the amount of water that needed draining. The existing pipe will be videotaped and forwarded to BSE. The remaining Tier one projects are progressing and we should have some answers week of 4/16. The baffle boxes are scheduled for cleaning on April 25 and 26. Public Works will be repairing a surface outflow on Third Avenue at the River.
2/22/2018	Communication to BSE relaying the approval and requesting a time-line.
2/21/2018	Commission approved \$28,800 for engineering services to BSE for the 5 priority locations. The Commission also authorized up to 18 hours of engineering fees to BSE to review new material and documents from the former engineer.
1/17/2018	Vote granted B.S.E. up to 10 hours to evaluate the spots located at Rosewood/Dogwood, Oak/Cherry and Andrews in order for them to develop remediation plan.

1/10/2018	B.S.E. reviewed boxes of new material and requested material from our last engineering firm. It was to be voted on at the 1/17/18 meeting how many hours we would grant B.S.E. to work on the three hotspots in Town					
12/20/2017	B.S.E. is modifying the quote presented at the 12/6/17 meeting based on new material received from the Town that needs to be reviewed. Will present new findings at 1/10/18 Workshop.					
11/15/2017	At the December 6th Workshop, our engineering consultant, B.S.E., will be present to discuss the Town's stormwater issues.					
10/18/2017	The Commission agreed by consensus to discuss stormwater management at the November 1, 2017 Workshop.					
9/27/2017	In tandem with Commissioner Hoover's comprehensive plan for safe pedestrian and bike routes, a stormwater plan needs to be implemented. The Commission agreed by consensus to place this on the Action List.					
ITEM		OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Fire Tax Briefings		6/26/2019	2/3/2021		Commission	Town Manager
DATE	DIRECTION/NOTES					
2/5/2020	The Commission push out item until they can determine effectiveness of stipend plan					
12/18/2020	The Commission decided this should be discussed at the February 2020 Workshop.					
10/21/2019	Survey regarding fire services and a referendum on ballot to be discussed at workshop.					
8/21/2019	FD present options at Workshop. Comm discuss fire tax/dedicated department fund.					
6/26/2019	TM to get information regarding fire taxes so Commission to make an educated decision					

Melbourne Beach Town Manager

From: Stroz, Jim <Jim.Stroz@dot.state.fl.us>
Sent: Thursday, July 23, 2020 4:45 PM
To: Melbourne Beach Town Manager; Michael Casey
Subject: RE: Town of Melbourne Beach Speed Limit Reduction on Highway A1A

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

Ms. Mascaro/Mr. Casey,

We received the preliminary speed shots. Looking back at past speed studies for this area, we recorded some pretty favorable speeds. In some cases the difference compared to past speed studies showed a drop of 4 to 5 MPH in the 85th percentile speed. Based on this information, it looks favorable that we may be able to lower the speed limit to 35 MPH without any major roadway improvements and in the near future. My team is finalizing their review and we hope to have a final document in the next week or two.

I just wanted to pass along the preliminary information.

Thanks,
Jim

From: [Scott Glaubitz](#)
To: [Melbourne Beach Town Manager](#)
Subject: RE: Town of Melbourne Beach -Orange Street RFP
Date: Thursday, August 13, 2020 2:25:03 PM

Unfortunately no, can we slip it a month? Sorry.

Scott Glaubitz PE; PLS

BSE Consultants, Inc.

312 So. Harbor City Blvd.

Melbourne, FL 32901

Cell 321-403-1436

Office 321-725-3674

sglaubitz@bseconsult.com

From: Melbourne Beach Town Manager

Sent: Thursday, August 13, 2020 12:18 PM

To: Scott Glaubitz

Subject: FW: Town of Melbourne Beach -Orange Street RFP

Hi Scott,

Have you had an opportunity to decide upon a cost to prepare the RFP and hold the pre-bid meeting? The Commission meeting is next week, so I need to give the Clerk information by tomorrow, if possible.

Thanks,

Elizabeth Mascaro

Town Manager

townmanager@melbournebeachfl.org

507 Ocean Ave., Melbourne Beach, FL 32951-2523

(321) 724-5860 Fax (321) 984-8994

www.melbournebeachfl.org



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From: Melbourne Beach Town Manager

Sent: Wednesday, July 22, 2020 3:02 PM

To: Scott Glaubitz (SGlaubitz@bseconsult.com)

Cc: PW Supervisor; Melbourne Beach Finance

Subject: Town of Melbourne Beach -Orange Street RFP

Hi Scott,

I hope all is well with you.

I have asked the Commission's permission to have BSE prepare the RFP, hold the pre-bid meeting

and open the bids/make recommendations on awarding the project. I need to know what your approximate cost would be to provide these services to the Town.

I would like to present your cost to the Commission at the next regular meeting on August 19, 2020.

Let me know if you have any questions.

Best regards,

Elizabeth Mascaro

Town Manager

townmanager@melbournebeachfl.org

507 Ocean Ave., Melbourne Beach, FL 32951-2523

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