

TOWN OF MELBOURNE BEACH

REGULAR TOWN COMMISSION MEETING

FEBRUARY 16, 2022

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Town of Melbourne Beach REGULAR TOWN COMMISSION MEETING FEBRUARY 16, 2022 at 6:00 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

PUBLIC NOTICE

AGENDA

The Town Commission will conduct a Regular Town Commission Meeting on Wednesday February 16, 2022 in the Community Center to address the items below

Commission Members:

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

Staff Members:

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

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

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

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, THE TOWN HEREBY ADVISES THE PUBLIC THAT: In order to appeal any decision made at this meeting, you will need a verbatim transcript of the proceedings. It will be your responsibility to ensure such a record is made. Such person must provide a method for recording the proceedings verbatim as the Town does not do so.

In accordance with the Americans with Disability Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, at least 5 days prior to the meeting, contact the Office of the Town Clerk at (321) 724-5860 or Florida Relay System at 711.

1. Call to Order – Led by Mayor Hoover

2. Roll Call

3. Pledge of Allegiance and Moment of Silence

4. Presentations

A. Energy Report presented by the Environmental Advisory Board

5. Boards & Committees

A. Appointments and Reappointments to Town Boards

 Reappointment of Curtis Byrd to the Environmental Advisory Board for a term of two years, ending February 16, 2024
 Reappointment of David Campbell and April Evans to the Planning & Zoning Board for a term of two years, ending February 16, 2024
 Appointment of Dan Harper as an alternate or member to the Parks Board for a term of two years, ending February 16, 2022
 Reappointment of Robert Schaefer and Xochitl Ross to the Board of Adjustment for a term of two years, ending February 16, 2024
 Reappointment of James Maguire to the Police Pension Board for a term of two years, ending February 16, 2024

B. Appointment to the Melbourne Beach Library Advisory Board

6. 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.

7. Approval of the Agenda

8. Consent Agenda

- A. Approval of January 12, 2022 TCW Draft Minutes
- B. Approval of January 19, 2022 RTCM Draft Minutes
- C. Site Plan Approval for 406 1st Avenue
- D. Site Plan Approval for 208 2nd Avenue

9. Old Business

A. Consideration of site plan approval for 419 Avenue B

10. New Business

- A. Consideration of Approving Letter in Support of the Founders Monument Project
- B. Consideration of Proclamation for Human Trafficking Awareness Month
- C. Consideration of New Code of Ordinance for Outdoor Seating with Roof
- D. Consideration of Finance Resolution 2022-02
- E. Consideration of Estimates to replace A/C units in Town Hall

12. 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

13. Town Commission Comments

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

14. Adjournment

Regular Town Commission Meeting Agenda Item

Section: Presentations

Meeting Date: February 16, 2022

Subject: Energy Report

Submitted By: Amanda McClure, EAB Intern

Background Information:

Amanda McClure is presenting her research after gathering data and examining the energy use of town buildings, her report will provide recommendations for energy conservation, and evaluate the possibility of solar power.

Recommendation:

Amanda will present her findings to the Commission.

Attachments:

- Energy Report (outlining detailed energy data and sources)
- Energy Presentation (a high level deck to present findings)

Energy Conservation and Solar Energy Town of Melbourne Beach, FL

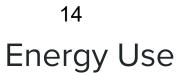


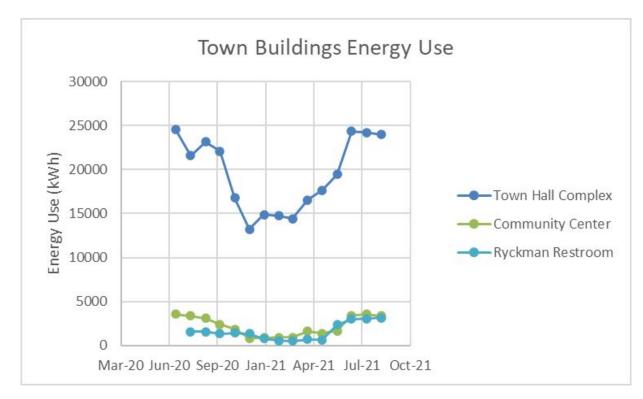
Amanda McClure

November 15, 2021

Energy Conservation and Solar Energy Town of Melbourne Beach, FL







•

| Annual Energy Use | | | | | |
|---|---------|--------|--|--|--|
| Annual Energy Annual Energy Use (kWh) Use (\$) | | | | | |
| Town Hall Complex | 233,376 | 19,467 | | | |
| Community Center | 26,276 | 2,690 | | | |
| Ryckman Restroom | 18,808 | 2,003 | | | |

Energy Conservation Recommendations

Town Hall Complex

- Schedule HVAC to limit use during unoccupied hours
- LED bulbs
- Motion-detecting lighting for restrooms & conference rooms
- Air curtain in the fire station bay
- Examine roof insulation to maximize R-value
- For any single-pane windows, target a solar heat gain coefficient of 0.26 or less

Energy Conservation Recommendations

Ryckman Park Restroom

- Motion-detecting lighting
- LED bulbs

Community Center

- Schedule HVAC to limit use during unoccupied hours
- LED bulbs

Expected Savings Over 20 Years

| Solar Energy Estimates | | | | | |
|--|--------------|--------------|--------------------------|---------------------------|--|
| | PV Size (kW) | PV Cost (\$) | Expected Savings (\$) | Payback Period (Years) | Annual Reduced CO ₂ Emissions (Metric Tonnes) |
| Town Hall Complex | 28.0 | 84,115 | 51,380 | 13 | 27 |
| Town Hall Complex & Public Works Roof | 42.0 | 126,000 | 122,786 | 10 | 49 |
| Community Center Smaller Installation | 9.5 | 29,355 | 12,671 | 13 | 9 |
| Community Center | 12.5 | 38,235 | 18,037 | 14 | 12 |
| Ryckman Restroom | 8.8 | 27,135 | 27,135 | 17 | 7 |

Local Solar Installations

- Satellite Beach City Hall
 - 83 kW System
 - Ballasted Roof System
 - SunPower by esaSolar





Local Solar Installations

City of Cape Canaveral Community Center:

- PV system cost: \$121,440
- Payback period: 13 years
- System size: 47 kilowatts
- Estimated savings: \$242,525 over 25 years
- CO₂ emissions savings: 1,343 metric tons over 25 years
- Construction start date: Fall 2021
- 15 Lightyears



15 Lightyears

Website: 15lightyears.com

Phone: (855) 438-1515

Email: info@15lightyears.com

Address:

776 Bennett Drive, Suite 101

Longwood, Florida 32750

SUNPOWER by esaSolar

Website: esa-solar.com

Phone: (407) 329-5480

Email: info@esa-solar.com

Address:

2250 Lucien Way,

Maitland, FL 32751

Comments and Questions

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Summary of Energy Data

| | Energy Data Town of Melbourne Beach Buildings | | | | | | |
|--|---|------------------------------|-----------------|--------------|--------------------------|------------------------------|---|
| | Annual Energy Use (kWh) | Annual Energy Use (\$) | PV Size (kW) | PV Cost (\$) | Expected Savings (\$) | Payback Period (Years) | Annual Reduced CO ₂ Emissions (Metric Tonnes) |
| Town Hall Complex | 233,376 | 19,467 | 28.0 | 84,115 | 51,380 | 13 | 27 |
| Town Hall Complex & Public Works Roof | 233,376 | 19,467 | 42.0 | 126,000 | 122,786 | 10 | 49 |
| Community Center Smaller Installation | 26,276 | 2,690 | 9.5 | 29,355 | 12,671 | 13 | 9 |
| Community Center | 26,276 | 2,690 | 12.5 | 38,235 | 18,037 | 14 | 12 |

Expected savings are from solar installations over 20 years.

Average Energy Use

See Appendix A for Data Sources

Town Hall Complex

- Monthly Energy Use: 19,448 kWh
- Monthly Energy Cost: \$1,622
- Average Cost/kWh: \$0.08

Town Hall Complex Outdoor Lighting

- Monthly Energy Use: 701 kWh
- Monthly Energy Cost: \$113
- Average Cost/kWh: \$0.16

Community Center

- Monthly Energy Use: 2190 kWh
- Monthly Energy Cost: \$224
- Average Cost/kWh: \$0.10

Ryckman Park Restroom

- Monthly Energy Use: 1567 kWh
- Monthly Energy Cost: \$167
- Average Cost/kWh: \$0.11

Old Town Hall

- Monthly Energy Use: 381 kWh
- Monthly Energy Cost: \$49
- Average Cost/kWh: \$0.16

Facility Specifications

Town Hall Complex

- 75% LED Lighting
- 2 HVAC Units, 20 Tons Each
 - \circ Condensers have an energy efficiency rating (EER) of 11.4
- One 80 Gallon Electric Water Heater

Energy Conservation Opportunities

Town Hall Complex

- Create a schedule for the air conditioning that limits use during hours when the building is unoccupied.
- Replace the remaining 25% of the non-LED lighting with LED bulbs.
- Add motion-detecting to the lighting in restrooms and conference rooms.
- If the fire station bay is air-conditioned, add an air curtain above the doorway to keep the cool air in when the garage door is open.
- Examine roof insulation to maximize the R-value (resistance to heat flow) and ensure the insulation is in the correct position and the quantity is sufficient.
- For any single-pane windows, target a solar heat gain coefficient (SHGC) below 0.26 by considering glazing, retrofitting, or replacing windows.

Ryckman Park Restroom

- Add motion-detecting to the lighting.
- Replace any non-LED lighting with LED bulbs.

Community Center

- Create a schedule for the air conditioning that limits use during hours when the building is unoccupied.
- Replace any non-LED lighting with LED bulbs.

Solar Energy Opportunity Estimates

Town Hall Complex

- PV system cost: \$84,115
- Energy usage covered: 15%
- Payback period: 13 years
- System size: 28 kW
- Estimated savings: \$51,380 over 20 years
- CO₂ emissions savings:
 - 27 metric tonnes annually
 - 546 metric tonnes over 20 years
- PV system cost: \$126,000
- Energy usage covered: 23%
- Payback period: 10 years
- System size: 42 kW
- Estimated savings: \$122,786 over 20 years
- CO₂ emissions savings:
 - 49 metric tonnes annually
 - \circ 974 metric tonnes over 20 years

Community Center

- PV system cost: \$29,355
- Energy usage covered: 66%
- Payback period: 13 years
- System size: 9.5 kW
- Estimated savings: \$12,671 over 20 years
- CO₂ emissions savings:
 - 9 metric tonnes annually
 - 180 metric tonnes over 20 years
- PV system cost: \$38,235
- Energy usage covered: 99%
- Payback period: 14 years
- System size: 12.5 kW
- Estimated savings: \$18,037 over 20 years
- CO₂ emissions savings:
 - 12 metric tonnes annually
 - 240 metric tonnes over 20 years

Ryckman Park Restroom

- PV system cost: \$27,135
- Energy usage covered: 90%
- Payback period: 17 years
- System size: 8.8 kW
- Estimated savings: \$4384 over 20 years
- CO₂ emissions savings:
 - 7 metric tonnes annually
 - 140 metric tonnes over 20 years

Local Solar Installations

Satellite Beach City Hall

- 83 kW System
- Ballasted Roof System
- SunPower by esaSolar

City of Cape Canaveral Community Center:

- PV system cost: \$121,440
- Payback period: 13 years
- System size: 47 kilowatts
- Estimated savings: \$242,525 over 25 years
- CO2 emissions savings: 1,343 metric tons over 25 years
- Construction start date: Fall 2021
- 15 Lightyears

CAPE Center:

- PV system cost: \$53,850
- Payback period: 13 years
- System size: 33 kilowatts
- Estimated savings: \$108,000 over 25 years
- CO2 emissions savings: 416 metric tons over 25 years
- Construction start date: Spring 2022
- 15 Lightyears

Public Works Services Administration Building:

- PV system cost: \$18,489
- Payback period: 7 years
- System size: 10 kilowatts
- Estimated savings: \$55,517 over 25 years
- CO2 emissions savings: 247 metric tons over 25 years
- Construction start date: Spring 2022
- 15 Lightyears

Brevard County Sheriff's Office Building, Cape Canaveral Precinct:

- PV system cost: \$94,276
- Payback period: 10 years
- System size: 47 kilowatts
- Estimated savings: \$144,479 over 25 years
- CO2 emissions savings: 1,282 metric tons over 25 years
- Construction start date: Spring 2023
- 15 Lightyears

Solar Contacts

15 Lightyears

Website: 15lightyears.com Phone: (855) 438-1515 Email: info@15lightyears.com Address: 776 Bennett Drive, Suite 101 Longwood, Florida 32750

SUNPOWER by esaSolar

Website: esa-solar.com Phone: (407) 329-5480 Email: info@esa-solar.com Address: 2250 Lucien Way, Maitland, FL 32751

Solar Energy Systems of Brevard

Website: 321gosolar.com Phone: (321) 253-3232 Email: 321gosolar@gmail.com Address: 1536 Cypress Ave, Melbourne Florida, 32935

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Appendix A: Energy Usage and Costs

Town Hall Complex

| Monthly Energy Consumption Data (based on FPL bills) in kWh | | | | | |
|--|-------|-------|-------|--|--|
| 2019 2020 202 | | | | | |
| January | | 15600 | 14880 | | |
| February | | 13800 | 14760 | | |
| March | | 14880 | 14400 | | |
| April | | 17280 | 16560 | | |
| May | | 18720 | 17640 | | |
| June | | 22200 | 19440 | | |
| July | | 24600 | 24360 | | |
| August | | 21600 | 24240 | | |
| September | | 23160 | 24000 | | |
| October | 23040 | 22080 | | | |
| November | 20280 | 16800 | | | |
| December 18480 13200 | | | | | |

| Monthly Energy Cost Data (based on FPL bills) in USD | | | | | |
|---|-----------|------|--|--|--|
| | 2020 2021 | | | | |
| January | | 1222 | | | |
| February | | 1228 | | | |
| March | | 1209 | | | |
| April | | 1347 | | | |
| May | | 1612 | | | |
| June | | 1763 | | | |
| July | 1981 | 2065 | | | |
| August | 1735 | 2082 | | | |
| September | 1837 | 2056 | | | |
| October | 1722 | | | | |
| November | 1436 | | | | |
| December | 1038 | | | | |

| 507 Ocean Ave Town Hall Complex | | | | |
|---------------------------------|--------------------------------|------------------------|--|--|
| | Energy Consumption (kWh) | Energy Cost (US \$) | | |
| Jul-20 | 24600 | 1981 | | |
| Aug-20 | 21600 | 1735 | | |
| Sep-20 | 23160 | 1837 | | |
| Oct-20 | 22080 | 1722 | | |
| Nov-20 | 16800 | 1436 | | |
| Dec-20 | 13200 | 1038 | | |
| Jan-21 | 14880 | 1222 | | |
| Feb-21 | 14760 | 1228 | | |
| Mar-21 | 14400 | 1209 | | |
| Apr-21 | 16560 | 1347 | | |
| May-21 | 17640 | 1612 | | |
| Jun-21 | 19440 | 1763 | | |
| Jul-21 | 24360 | 2065 | | |
| Aug-21 | 24240 | 2082 | | |
| Sep-21 | 24000 | 2056 | | |
| Average Monthly: | 19448 | 1622 | | |
| Average Yearly: | 233376 | 19467 | | |
| Percentage covered by a | | | | |
| 100 kW sy | stem: | 58 | | |

Town Hall Complex Outdoor Lighting

| Monthly Energy Consumption Data (based on FPL bills) in kWh | | | | |
|--|------|------|------|--|
| | 2019 | 2020 | 2021 | |
| January | | 701 | 701 | |
| February | | 701 | 701 | |
| March | | 701 | 701 | |
| April | | 701 | 701 | |
| May | | 701 | 701 | |
| June | | 701 | 701 | |
| July | | 701 | 701 | |
| August | | 701 | 701 | |
| September | | 701 | 701 | |
| October | 701 | 701 | | |
| November | 701 | 701 | | |
| December | 701 | 701 | | |

| Monthly Energy Cost Data (based on FPL bills) in USD | | | | | |
|---|-----------|-----|--|--|--|
| | 2020 2021 | | | | |
| January | | 113 | | | |
| February | | 113 | | | |
| March | | 113 | | | |
| April | | 113 | | | |
| May | | 116 | | | |
| June | | 116 | | | |
| July | 111 | 116 | | | |
| August | 111 | 116 | | | |
| September | 111 | 116 | | | |
| October | 111 | | | | |
| November | 111 | | | | |
| December | 111 | | | | |
| Average | | | | | |
| Monthly: | 113 | | | | |

Community Center

| Monthly Energy Consumption Data (based on FPL bills) in kWh | | | | |
|--|-------------------------------------|------|------|--|
| | 2019 | 2020 | 2021 | |
| January | | 921 | 875 | |
| February | | 1648 | 902 | |
| March | | 1023 | 916 | |
| April | | 1814 | 1612 | |
| May | | 2210 | 1395 | |
| June | | 2308 | 1645 | |
| July | | 3559 | 3402 | |
| August | t 3385 3575 | | | |
| September | September 3084 3384 | | | |
| October | 2670 | 2414 | | |
| November | 1787 | 1865 | | |
| December | 953 | 832 | | |

| Monthly Energy Cost Data (based on FPL bills) in USD | | | |
|---|------|------|--|
| | 2020 | 2021 | |
| January | | 97 | |
| February | | 100 | |
| March | | 101 | |
| April | | 169 | |
| May | | 154 | |
| June | | 179 | |
| July | 349 | 359 | |
| August | 333 | 376 | |
| September | 304 | 357 | |
| October | 205 | | |
| November | 189 | | |
| December | 91 | | |

| 509 Ocean Ave Community Center | | |
|--------------------------------|--------------------------------|------------------------|
| | Energy Consumption (kWh) | Energy Cost (US \$) |
| Jul-20 | 3559 | 349 |
| Aug-20 | 3385 | 333 |
| Sep-20 | 3084 | 304 |
| Oct-20 | 2414 | 205 |
| Nov-20 | 1865 | 189 |
| Dec-20 | 832 | 91 |
| Jan-21 | 875 | 97 |
| Feb-21 | 902 | 100 |
| Mar-21 | 916 | 101 |
| Apr-21 | 1612 | 169 |
| May-21 | 1395 | 154 |
| Jun-21 | 1645 | 179 |
| Jul-21 | 3402 | 359 |
| Aug-21 | 3575 | 376 |
| Sep-21 | 3384 | 357 |
| Average Monthly: | 2190 | 224 |

Ryckman Park Restroom

| Monthly Energy Consumption Data (based on FPL bills) in kWh | | | | |
|--|------------------|------|------|--|
| | 2019 | 2020 | 2021 | |
| January | | 1177 | 772 | |
| February | | 1072 | 548 | |
| March | | 1138 | 524 | |
| April | | 955 | 669 | |
| May | | 803 | 648 | |
| June | | 1160 | 2343 | |
| July | | 1823 | 3000 | |
| August | | 1571 | 3032 | |
| September | tember 1580 3138 | | | |
| October | 1416 | 1354 | | |
| November | 1424 | 1409 | | |
| December | 1017 | 1355 | | |

| Monthly Energy Cost Data (based on FPL bills) in USD | | | |
|---|------|------|--|
| | 2020 | 2021 | |
| January | | 87 | |
| February | | 65 | |
| March | | 63 | |
| April | | 77 | |
| Мау | | 78 | |
| June | | 251 | |
| July | | 318 | |
| August | 161 | 320 | |
| September | 162 | 332 | |
| October | 140 | | |
| November | 145 | | |
| December | 140 | | |

| 517 Ocean Ave Ryckman Park Restroom | | | |
|--|-------------|----------|--|
| | Energy | Energy | |
| | Consumption | Cost (US | |
| | (kWh) | \$) | |
| Aug-20 | 1571 | 161 | |
| Sep-20 | 1580 | 162 | |
| Oct-20 | 1354 | 140 | |
| Nov-20 | 1409 | 145 | |
| Dec-20 | 1355 | 140 | |
| Jan-21 | 772 | 87 | |
| Feb-21 | 548 | 65 | |
| Mar-21 | 524 | 63 | |
| Apr-21 | 669 | 77 | |
| May-21 | 648 | 78 | |
| Jun-21 | 2343 | 251 | |
| Jul-21 | 3000 | 318 | |
| Aug-21 | 3032 | 320 | |
| Sep-21 | 3138 | 332 | |
| Average | | | |
| Monthly: | 1567 | 167 | |

23751 Oak St. Williams Building

| Monthly Energy Consumption Data (based on FPL bills) in kWh | | | |
|--|------|------|------|
| | 2019 | 2020 | 2021 |
| January | | 153 | 82 |
| February | | 149 | 86 |
| March | | 209 | 79 |
| April | | 357 | 129 |
| May | | 395 | 235 |
| June | | 523 | 429 |
| July | | 958 | 609 |
| August | | 683 | 625 |
| September | | 625 | 500 |
| October | 433 | 413 | |
| November | 201 | 161 | |
| December | 163 | 102 | |

| Monthly Energy Cost Data (based on FPL bills) in USD | | | |
|---|------|------|--|
| | 2020 | 2021 | |
| January | | 20 | |
| February | | 20 | |
| March | | 19 | |
| April | | 24 | |
| May | | 36 | |
| June | | 55 | |
| July | 103 | 74 | |
| August | 77 | 75 | |
| September | 71 | 63 | |
| October | 51 | | |
| November | 27 | | |
| December | 21 | | |

42

| 2371 Oak St. Williams Building | | |
|--------------------------------|-------------|--------------|
| | Energy | |
| | Consumption | Energy |
| | (kWh) | Cost (US \$) |
| Jul-20 | 958 | 103 |
| Aug-20 | 683 | 77 |
| Sep-20 | 625 | 71 |
| Oct-20 | 413 | 51 |
| Nov-20 | 161 | 27 |
| Dec-20 | 102 | 21 |
| Jan-21 | 82 | 20 |
| Feb-21 | 86 | 20 |
| Mar-21 | 79 | 19 |
| Apr-21 | 129 | 24 |
| May-21 | 235 | 36 |
| Jun-21 | 429 | 55 |
| Jul-21 | 609 | 74 |
| Aug-21 | 625 | 75 |
| Sep-21 | 500 | 63 |
| Average | | |
| Monthly: | 381 | 49 |

190 Ocean Ave Beach Restroom

43

| Monthly Energy Consumption Data (based on FPL bills) in kWh | | | | |
|--|--------------|------|------|--|
| | 2019 | 2020 | 2021 | |
| January | | 216 | 209 | |
| February | | 195 | 176 | |
| March | | 194 | 177 | |
| April | | 194 | 193 | |
| May | | 209 | 176 | |
| June | | 196 | 170 | |
| July | | 207 | 178 | |
| August | gust 181 207 | | | |
| September | r 180 238 | | | |
| October | 198 | 187 | | |
| November | 208 | 177 | | |
| December | 207 | 176 | | |

| Monthly Energy Cost Data (based on FPL bills) in USD | | | |
|---|------|------|--|
| | 2020 | 2021 | |
| January | | 32 | |
| February | | 29 | |
| March | | 29 | |
| April | | 30 | |
| May | | 29 | |
| June | | 29 | |
| July | 31 | 30 | |
| August | 29 | 33 | |
| September | 29 | 35 | |
| October | 29 | | |
| November | 28 | | |
| December | 28 | | |

Energy Conservation and Solar Energy

| 190 Ocean Ave | | | |
|---------------|--------------------------------|------------------------|--|
| | Energy Consumption (kWh) | Energy Cost (US \$) | |
| Jul-20 | 207 | 31 | |
| Aug-20 | 181 | 29 | |
| Sep-20 | 180 | 29 | |
| Oct-20 | 187 | 29 | |
| Nov-20 | 177 | 28 | |
| Dec-20 | 176 | 28 | |
| Jan-21 | 209 | 32 | |
| Feb-21 | 176 | 29 | |
| Mar-21 | 177 | 29 | |
| Apr-21 | 193 | 30 | |
| May-21 | 176 | 29 | |
| Jun-21 | 170 | 29 | |
| Jul-21 | 178 | 30 | |
| Aug-21 | 207 | 33 | |
| Sep-21 | 238 | 35 | |

189

30

Average Monthly: 45

| | Payback Period Calculation | | | | | | | |
|--------------|----------------------------|------------|--------------|----------------|--------------|---------|--|--|
| | | | Annual Cost | Annual Cost | | Payback | | |
| | System Size | Investment | of Energy w/ | of Energy | Annual | Period | | |
| Building | (kW) | (\$) | Solar (\$) | w/o Solar (\$) | Savings (\$) | (Years) | | |
| Town Hall | | | | | | | | |
| Complex | 28 | 84115 | 17824 | 24127 | 6303 | 13 | | |
| Town Hall | | | | | | | | |
| Complex & | | | | | | | | |
| Public Works | | | | | | | | |
| Roof | 42 | 126000 | 11687 | 24127 | 12439 | 10 | | |
| Community | | | | | | | | |
| Center | | | | | | | | |
| Smaller | | | | | | | | |
| Installation | 9.5 | 29355 | 1046 | 3298 | 2253 | 13 | | |
| Community | | | | | | | | |
| Center | 12.5 | 38235 | 484 | 3298 | 2814 | 14 | | |
| Ryckman | | | | | | | | |
| Restroom | 8.8 | 27135 | 595 | 2171 | 1576 | 17 | | |

Appendix B: Payback Period Calculations

Simple Payback Period = Initial Investment/Annual Savings

Annual Savings = (Cost of Energy w/o Solar) - (Cost of Energy w/Solar)

The simple payback period is the time it will take for the savings to pay for the initial investment.

| Light Bulb Comparison | | | | | | |
|-----------------------|-------------|------------|---------------|--|--|--|
| | Operational | | Annual Cost | | | |
| Bulb Type | Wattage | Annual kWh | Per Bulb (\$) | | | |
| LED Tube | 16 | 33 | 3.19 | | | |
| Fluorescent | | | | | | |
| Tube | 43 | 89 | 8.60 | | | |
| LED Bulb | 7 | 15 | 1.45 | | | |
| Fluorescent | | | | | | |
| Bulb | 10 | 21 | 2.03 | | | |
| Incandescent | | | | | | |
| Bulb | 40 | 83 | 8.02 | | | |

Appendix C: Light Bulb Comparison

46

Annual kWh based on a 40-hour workweek.

Annual cost based on an electricity cost of \$0.10/kWh.

Regular Town Commission Meeting Agenda Item

| Section: | Boards & Committees | | |
|-------------|--|--|--|
| Meeting Dat | e: 02/16/2022 | | |
| Subject: | Town Board Appointments & Reappointments | | |
| Submitted B | By: Town Clerk Jennifer Torres | | |

Background Information:

Currently we have one member of the **<u>Environmental Advisory Board</u>** whose term is expiring. He submitted a new application to continue his service. He is:

- Curtis Byrd (current Chairman of the Environmental Advisory Board)

We have one new applicant for the **Planning & Zoning Board**. He is:

- Dan Harper

Currently the Town has two seats opening up on the Planning & Zoning Board. The two currently seated members have submitted a new application asking to be reappointed to the Planning & Zoning Board. They are:

- Dave Campbell (current Planning & Zoning Chairman)
- April Evans (Planning & Zoning Board Member)

The Town has two members of the **Board of Adjustment** whose term is ending within the month. They have each submitted a new application asking to be reappointed to the Board of Adjustment. They are:

- Robert Schaefer (current BOA Chairman)
- Xochitl Ross (BOA member)

Currently we have one member of the **Police Pension Board** whose term is expiring. He submitted a new application to continue his service. He is:

- James Maguire

Recommendation:

Consider the volunteer applications.

Attachments:

- Application for <u>new applicant</u>, Dan Harper for Planning & Zoning Board
- Application for reappointment Curtis Byrd, Environmental Advisory Board
- Application for reappointment Dave Campbell, Planning & Zoning Board
- Application for reappointment April Evans, Planning & Zoning Board

- Application for reappointment Robert Schaefer, Board of Adjustment
- Application for reappointment Xochitl Ross, Board of Adjustment
- Application for reappointment James Maguire, Police Pension Board

| - | 40 | |
|-----|---|---|
| 6 | | TOWN BOARD VOLUNTEER APPLICATION Town of Melbourne Beach 507 Ocean Avenue |
| Ľ | | Melbourne Beach, Florida 32951 Phone: (321) 724-5860 Fax: (321) 984-8994 |
| 1. | Name: <u>Curtis Byrd</u> Ho | ome Phone: <u>321-724-9916</u> |
| 2. | Home Address: <u>306 Surf Road</u> | |
| 3. | Mobile Phone: <u>321-266-0794</u> E- | mail address: curtisbyrd@gmail.com |
| 4. | Business Name: | Business Phone: |
| 5. | Resume or Education & Experience: <u>Ma</u> (Use additional sheets if necessary or sub | iny, Many years of serving Melbourne Beach! |
| 6. | Date of birth: <u>3-21-55</u> | (to verify voter registration) |
| 7. | Are you a qualified elector of the town? | |
| 8. | Are you a resident of the town? | x YES 🛛 NO |
| 9. | Do you reside in the town for at least ten | (10) months of each calendar year? x YES |
| 10. | Do you hold a public office? | □ YES x NO |
|)1, | Do you currently serve on a Town board? | x YES INO |
| | If yes, which board? <u>Chairman, Env</u> | Adv Board |
| 12. | Please check the board(s) you are interest | sted in serving on: |
| | Audit Committee | History Center Board |
| | Board of Adjustment | History Preservation and Awareness |
| | Civil Service Board | Parks Board |
| | Code Enforcement Board | Planning and Zoning Board |
| | XX Environmental Advisory Board | Police Pension Fund Board of Trustees |
| 13. | Why do you think you are qualified to serv | e on this board? Was the founding member of the |

- Board, absolutely love Melbourne Beach and they even named a pavilion after me. ©
- Would you consider serving on another board other than the one(s) you have selected above?
 □ YES x NO

Note: Persons appointed to certain town boards must file a financial disclosure form with the Brevard Jounty Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please call the Town Clerk's office at 724-5860. Signature: <u>Curtis Byrd</u> Date: <u>1/27/2022</u>

| R | | | | N BOARD VOLUNTEER APPLICATION Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, Florida 32951 Ie: (321) 724-5860 Fax: (321) 984-8994 |
|-----|--------|---|--------------|--|
| 1. | Nam | _{e:} David K Campbell | | Home Phone:231-724-2838 |
| 2. | | e Address: 305 First Avenue | | |
| 3. | | | E-mail ad | ddress: dkcamp@heartbytes.net |
| 4. | | | | usiness Phone: None |
| 5. | Resu | me or Education & Experience: <u>E</u> (Use additional sheets if necessa | | |
| 6. | Date | of birth: 11-25-1944 (optional) | _ (to verify | y voter registration) |
| 7. | | ou a qualified elector of the town? | | NO |
| 8. | Are y | ou a resident of the town? | ✓YES | NO |
| 9. | Do yo | ou reside in the town for at least ter | 1 (10) mor | nths of each calendar year? 🗹 YES 🔲 NO |
| 10. | Do yo | ou hold a public office? | Tes 🗌 | NO |
| 11. | Do yo | ou currently serve on a Town board | ? 🗹 YES | |
| | If yes | , which board? Planning and Zoni | ng Board | |
| 12. | Pleas | e check the board(s) you are intere | ested in se | erving on: |
| | | Audit Committee | | History Center Board |
| | | Board of Adjustment | | History Preservation and Awareness |
| | | Civil Service Board | | Parks Board |
| | | Code Enforcement Board | \checkmark | Planning and Zoning Board |
| | | Environmental Advisory Board | | Police Pension Fund Board of Trustees |
| 13. | Why o | do you think you are qualified to se | rve on this | s board? Experience on P&Z Board |

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: | David | K | Campbell | |
|------------|-------|---|----------|--|
| | | | 8 | |

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Date: <u>1/29/202</u>2

| | <u>51</u> | | | TON 28'22 PM |
|--|-----------|---|--------------|---|
| Contraction of the second seco | | | | N BOARD VOLUNTEER APPLICATION Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, Florida 32951 e: (321) 724-5860 Fax: (321) 984-8994 |
| 1. | Name | e: April Evans | | Home Phone: 321 722-1000 |
| 2. | Home | e Address: 213 First Avenue | | |
| 3. | Mobil | e Phone: <u>321 412-600</u> | _ E-mail ac | ldress:aevans59@cfl.rr.com |
| 4. | Busin | ess Name: | Βι | usiness Phone: |
| 5. | Resu | me or Education & Experience: <u>Bo</u> | pard memb | er since 2012 |
| | | (Use additional sheets if necessa | | |
| 6. | Date | of birth: 05/07/1947 | _ (to verify | voter registration) |
| 7. | Are y | ou a qualified elector of the town? | ✓YES | NO |
| 8. | Are yo | ou a resident of the town? | ✓YES | □ NO |
| 9. | Do yo | ou reside in the town for at least te | n (10) mor | ths of each calendar year? 🗹 YES 🗌 NO |
| 10. | Do yo | ou hold a public office? | □ YES | NO |
| 11. | | ou currently serve on a Town board, which board? <u>P&Z</u> | d?☑ YES | |
| 12. | Pleas | e check the board(s) you are inter | ested in se | erving on: |
| | | Audit Committee | | History Center Board |
| | | Board of Adjustment | | History Preservation and Awareness |
| | | Civil Service Board | | Parks Board |
| | | Code Enforcement Board | | Planning and Zoning Board |
| | | Environmental Advisory Board | | Police Pension Fund Board of Trustees |
| 13. | - | do you think you are qualified to se I member since 2012 | erve on this | s board? |
| | | | | |

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: January 28, 2022

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|-----|--|---|--------------|--|--|
| Ø | | | | N BOARD VOLUNTEER APPLICATION Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, Florida 32951 ne: (321) 724-5860 Fax: (321) 984-8994 | |
| 1. | Nam | _{e:} <u>Dan Harper</u> | | _ Home Phone:509-954-4488 | |
| 2. | Hom | e Address: 418 Ave B, Melbour | ne Beac | h Fl 32951 | |
| 3. | Mobi | le Phone: | E-mail a | ddress: danharper@comcast.net | |
| 4. | Busi | ness Name: | B | Business Phone: | |
| 5. | | ime or Education & Experience: <u>Se</u> (Use additional sheets if necessa | ry or subi | mit resume) | |
| 6. | Date | of birth: 11/01/1950 (optional) | _ (to verif | y voter registration) | |
| 7. | | you a qualified elector of the town? | | | |
| 8. | Are y | ou a resident of the town? | ⊡ YES | □ NO | |
| 9. | Do yo | ou reside in the town for at least ter | n (10) moi | nths of each calendar year? YES NO | |
| 10. | Do yo | ou hold a public office? | ☐ YES | ✓ NO | |
| 11. | Do yo | ou currently serve on a Town board | ? 🗌 YES | NO | |
| | If yes | , which board? | | | |
| 12. | Pleas | se check the board(s) you are intere | ested in s | erving on: | |
| | | Audit Committee | | History Center Board | |
| | | Board of Adjustment | | History Preservation and Awareness | |
| | | Civil Service Board | | Parks Board | |
| | | Code Enforcement Board | ~ | Planning and Zoning Board | |
| | | Environmental Advisory Board | | 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? | | | | |

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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. | Haper | Date: _///o//202/ |
|------------|-------|-------------------|
| | J | |

Curriculum Vitae – Dan Harper

- Undergraduate degrees from Washington State University; BA Business Administration 1974, BA Accounting 1975.
- Staff accountant advancing to managing partner; McFarland & Alton, CPA's 1976-1995.
- Harper Inc. Forensic accounting and economic experts, 1996-2012. Provided economic expert testimony on numerous construction claims, business damages and personal injury cases.
- University of Washington; Masters of Business Administration 2003.
- Principally retired from practice in 2012.

Professional designations prior to retirement:

- Certified Public Accountant.
- Accredited Senior Appraiser with the American Society of Appraisers.
- Accredited in Business Valuation with the American Institute of CPA's.

| | | TOWN BOARD VOLUNTEER APPLICATION Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, Florida 32951 Phone: (321) 724-5860 Fax: (321) 984-8994 | | | | |
|------|---|---|--|--|--|--|
| 1. | Nam | e: Robert C. Schaefer Home Phone: 321-984-8313 | | | | |
| 2. | Hom | e Address: 411 Avenue A Melbourne Beach FL 32951 | | | | |
| 3. | Mob | le Phone: 321-215-1721 E-mail address: rcschaefer@bellsouth.net | | | | |
| 4. | Busi | ness Name: Town of Melbourne Beach Business Phone: 321-724-5860 | | | | |
| 5. | Resi | Ime or Education & Experience: BSAC, Associa Air Transportation, Lic. FL building Contractor. Recently reelected to Chairman of the board. | | | | |
| | | (Use additional sheets if necessary or submit resume) | | | | |
| 6. | Date | of birth: 03/16/46 (to verify voter registration) | | | | |
| 7. | Are | rou a qualified elector of the town? VES NO | | | | |
| 8. | Are y | rou a resident of the town? ☑YES ☐NO | | | | |
| 9. | Do y | ou reside in the town for at least ten (10) months of each calendar year? YES NO | | | | |
| 10. | Do y | ou hold a public office? | | | | |
| 11. | Do you currently serve on a Town board? I YES I NO | | | | | |
| | If yes | , which board? Board of Adjustment | | | | |
| 12. | Plea | se check the board(s) you are interested in serving on: | | | | |
| | | Audit Committee History Center Board | | | | |
| | ~ | Board of Adjustment History Preservation and Awareness | | | | |
| | | Civil Service Board Parks Board | | | | |
| | | Code Enforcement Board Planning and Zoning Board | | | | |
| | | Environmental Advisory Board Police Pension Fund Board of Trustees | | | | |
| 13. | Why do you think you are qualified to serve on this board? BSAC, Associa Air Transportation, Lic. FL building Contractor. Recently reelected to Chairman of the board. | | | | | |
| 14. | 4. Would you consider serving on another board other than the one(s) you have selected above? ☐ YES ☑ NO | | | | | |
| Coun | ity Sup | ns appointed to certain town boards must file a financial disclosure form with the Brevard ervisor of Elections and Florida Commission on Ethics. If you have any questions, please n Clerk's office at 724-5860. | | | | |

| Signature: Roht Cochaf | Date: | 01/28/22 |
|------------------------|-------|----------|
|------------------------|-------|----------|

| E | | | | BOARD VOLUNTEER APPLICATION Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, Florida 32951 e: (321) 724-5860 Fax: (321) 984-8994 | | |
|-------|--|---|---------------|---|--|--|
| 1. | Name | Xochith Ross | | Home Phone: (321) 729-0816 | | |
| 2, | Home | Address: 1106 ATLANT | C ST | - M.B., FL 32951 | | |
| 3. | Mobil | e Phone: I | E-mail ad | Idress: XOChitLROSS PEARMLINK. NET | | |
| 4. | | | | usiness Phone: | | |
| 5, | Resu | me or Education & Experience: <u>A</u> (Use additional sheets if necessary | | nit resume) | | |
| 6, | Date | of birth: | (to verify | voter registration) | | |
| 7. | | ou a qualified elector of the town? | | | | |
| 8. | , | | X IYES | | | |
| 9. | Do yo | ou reside in the town for at least ten i | (10) mon | ths of each calendar year? ⊠YES □NO | | |
| 10. | Do ya | ou hold a public office? | □ YES | NO NO | | |
| 11 | | ou currently serve on a Town board? , which board? \mathbb{BOP} | | | | |
| 12. | | e check the board(s) you are interes | | arving on: | | |
| | | Audit Committee | | History Center Board | | |
| | Ø | Board of Adjustment | | History Preservation and Awareness | | |
| | | Civil Service Board | | Parks Board | | |
| | | Code Enforcement Board | | Planning and Zoning Board | | |
| | | Environmental Advisory Board | | Police Pension Fund Board of Trustees | | |
| 13. | Why | do you think you are qualified to sen | ve on this | with our CODES. | | |
| 14. | | | | | | |
| Coun | 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. | | | | | |
| Signa | iture: | XoCy The | | Date: Feb 1, 2022 | | |

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|----------------------|---|
| Ø | 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: Tames Marwire Home Phone: 321-223-6218 |
| 2. | Home Address: 419 5th Arce Meltano, Beach FL 37951 |
| 2. 3. | Name: <u>James Maguire</u> Home Phone: <u>321-223-6218</u> Home Address: <u>419</u> 5th Ave., Melhourne Beach, FL 32951 Mobile Phone: <u>321-223-6218</u> E-mail address: <u>ja maguire 19 gmail.com</u> |
| 3. 4. | Business Name: <u>Fenesas America</u> Business Phone: <u>321 - 729 - 5839</u> |
| ч . 5. | Resume or Education & Experience: 151E Geogra Tech, Mis 1A Carmaic Mellon (Teff |
| 5. | (Use additional sheets if necessary or submit resume) |
| 6. | Date of birth: $\frac{7/6/60}{100}$ (to verify voter registration) |
| | (optional) |
| 7. | Are you a qualified elector of the town? |
| 8. | Are you a resident of the town? |
| 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 INO |
| 12. | Please check the board(s) you are interested in serving on: |
| | Audit Committee History Center Board |
| | Board of Adjustment History Preservation and Awareness |
| | □ Civil Service Board □ Parks Board |
| | |
| | Code Enforcement Board |
| | Environmental Advisory Board M Police Pension Fund Board of Trustees |
| 13. | Why do you think you are qualified to serve on this board? Finglial fraining and experience on the board (many years) |
| 14. | Would you consider serving on another board other than the one(s) you have selected above? |
| Count | Persons appointed to certain town boards must file a financial disclosure form with the Brevard ty Supervisor of Elections and Florida Commission on Ethics. If you have any questions, please e Town Clerk's office at 724-5860. |
| Signat | ture: Date: Date: |
| | |

Board Attendance

Planning & Zoning

April Evans

- 2020 (1 absence) attended 8
- 2021 (1 absence) attended 9

David Campbell

- 2020 (0 absences)
- 2021 (0 absences)

Board of Adjustment

Robert Schaefer

- 2020 (0 absences)
- 2021 (0 absences)

Xochitl Ross

- 2020 (absent 3/3)
- 2021 (absent 1/2) attended 1

Regular Town Commission Meeting Agenda Item

| Section: Boa | rds & Committees |
|---------------|---|
| Meeting Date: | 02/16/2022 |
| Subject: | Appointment to the Melbourne Beach Library Advisory Board |
| Submitted By: | Town Clerk Jennifer Torres |

Background Information:

Former Commissioner Steve Walters previously served as a member of the Melbourne Beach Library Advisory Board. His two-year-term is up and the Commission is required to appoint another board member to serve. A member of the Commission could serve or the Commission could appoint a resident of the Town to serve. The Board normally meets quarterly on the fourth Wednesday of the month in January, April, July, and October at 9:00 a.m. at the Melbourne Beach Public Library.

Recommendation:

Appoint a member of the Commission to serve or direct the Town Clerk to advertise the vacancy and seek a resident of the Town to serve.

Attachments:

- Melbourne Beach Library Advisory Board By-Laws
- Melbourne Beach Library Advisory Board Member Job Description

BYLAWS

Melbourne Beach Library Advisory Board

Article I Identification

The <u>Melbourne Beach Library Advisory Board</u> was created July 23, 2002 by Brevard County Commission Resolution 02-164 which was amended by Resolution 10-141 on August 26, 2010. This organization shall operate in accordance with Brevard County Policy BCC-67, Advisory Bodies, Town of Melbourne Beach Resolution 723 and Town of Indialantic Resolution 11-02.

Definitions: In these bylaws the Brevard County Board of County Commissioners is hereafter known as <u>Commission</u>, the Town of Melbourne Beach and the Town of Indialantic as <u>Towns</u>, and the Melbourne Beach Library Advisory Board as <u>Board</u>.

Article II Purpose

The Board serves as a liaison between the South Beaches Community and the library Director, representing public interests and serving as an informational source for library service planning.

Article III Membership

<u>Appointments</u>. The Board shall be composed of seven (7) members residing in the South Beaches service area.

Three members shall be nominated by the District III County Commissioner and appointed by a majority vote of the Commission. Two members shall be appointed by the Town of Melbourne Beach and two members shall be appointed by the Town of Indialantic.

<u>Term of Appointment</u>. Members shall be appointed in accordance with Chapter 2, Article VI, Division 4, Brevard County Code. Appointments made by the Commission expire after one year, or with the term of the District III County Commissioner nominating that member, whichever comes first, except as otherwise provided by law. Members appointed by the Commission may continue to serve after the expiration of the appointee's term until reappointed or until a new appointment is made.

Members appointed by the Town of Melbourne Beach shall serve for a term of two years, may be reappointed, or shall serve until a new appointment is made, members appointed by the Town of Indialantic shall serve for a term of one year, may be reappointed, or shall serve until a new appointment is made.

<u>Meeting Attendance</u>. Members are expected to attend all meetings except as prevented by a valid reason. Two (2) absences within a one-year period may be deemed as a resignation and a new appointment may be made.

Article IV Officers

The officers of the Board shall be chairman and vice-chairman. They shall be elected annually by a majority vote of the Board at the regular meeting in January, shall take office immediately upon election, shall serve one year, and shall not serve for more than two (2) consecutive full or partial terms in the same position. A vacancy in any elected office shall be filled by a vote at the next regular meeting of the Board after the vacancy occurs. A secretary shall be appointed by the Board members.

Article V Duties

<u>Chairman</u>: The chairman shall preside at all meetings, appoint committees, authorize calls for special meetings, and generally perform all duties of the presiding officer.

<u>Vice-Chairman</u>: In the absence of the chairman, the vice-chairman shall assume the duties of the presiding officer.

<u>Appointed Secretary</u>: The secretary shall keep a true and accurate account of all proceedings of regular and special Board meetings, shall have custody of the minutes and other records and shall carry on such correspondence as is authorized by the Board. Draft minutes shall be prepared within 10 days after a meeting is adjourned.

Board Members: Board members shall maintain awareness of and respond to library needs of the community, including requests for reconsideration of Library materials as set forth in Brevard County Policy BCC-73. No member of the board has authority to issue orders, act or speak in the name of the Board unless specifically empowered to do so by a majority vote of the board members present at a regular or duly called special meeting where a quorum is present.

The Board shall have such standing committees, as it deems necessary. The chairman may appoint said committees or may appoint special committees for specific purposes and limited terms with a final report required.

Library Director: The Library Director shall serve as Administrative Officer to the Board.

Article VI Meetings

Pursuant to Section 286-011, Florida Statutes, all meetings of the Board shall be open to the public at all times. The minutes of meetings shall be recorded and open for public inspection. Current minutes shall be posted on a bulletin board in the Library. Reasonable notice of all meetings shall be given to the public. Meeting notices and agendas shall indicate the time, date, and place of meetings and indicate all subject matters intended for consideration.

Meeting agendas shall be prepared by the Melbourne Beach Library Director in consultation with the chairman. Any member may place items on the agenda provided the request is made at least 10 days prior to a meeting. Agendas and supporting background materials shall be distributed to board members at least 3 days prior to a meeting.

Regular. The Board shall meet quarterly; the date and hour to be set by the Board at its annual meeting.

<u>Special</u>. Special meetings may be called by the chairman or by a majority of the Board for the transaction of business as stated in the Call for the Meeting. Except in the case of emergency, at least 48 hours notice shall be given.

<u>Annual</u>. The annual meeting, which includes the election of officers, shall be held in January of each year.

Article VII Voting

A <u>Quorum</u> for the transaction of business at any meeting shall consist of four (4) members of the Board. Approval of any action before the Board shall require a majority vote of those members present and voting. All members must vote except in the case of a conflict of interest.

The rules contained in <u>Robert's Rules of Order</u>, latest revised edition, shall govern the parliamentary procedure of the meetings, in all cases in which they are not inconsistent with these bylaws and any statutes applicable to this Board.

Article VIII Amendments

These bylaws may be amended at any regular meeting by a majority vote of all members of the Board provided written notice of the proposed amendments shall have been provided to all members at least ten days prior to the meeting at which such action is proposed to be taken. Subsequent approval of these bylaws by the Commission is required.

Article IX Dissolution

The Melbourne Beach Library Advisory Board shall only be dissolved in accordance with Brevard County Policy BCC-67.

Approved: November 30, 2010

Jill Addison, Chairman Melbourne Beach Library Advisory Board

Conthia S. Leist, Director Melbourne Beach Public Library

RESOLUTION No. 10-141

A RESOLUTION AMENDING RESOLUTION No. 02-164 WHICH CREATED THE MELBOURNE BEACH PUBLIC LIBRARY ADVISORY BOARD; AND SET FORTH MEMBERSHIP AND TERMS OF APPOINTMENTS.

WHEREAS, the Board of County Commissioner has established a countywide free public library system; and

WHEREAS, the residents desire local representation for their library.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, does hereby create the Melbourne Beach Public Library Advisory Board as follows:

Section 1. Creation. There is herby created the Melbourne Beach Public Library Advisory Board which shall be an advisory board to the Board of County Commissioners and the County Library Board on the establishment, operation and maintenance of the Melbourne Beach Library.

Section 2. Membership. The Advisory Board shall be composed of seven (7) members residing in the South Beach service area. Three (3) members shall be nominated by the District III County Commissioner. A majority vote of the Board of County Commissioners shall be required for the District Three appointments to the Melbourne Beach Public Library Advisory Board. Two (2) members shall be appointed by the Town of Melbourne Beach. Two (2) members shall be appointed by the Town of Indialantic.

Section 3. Term of Appointment. Members shall be appointed in accordance with Chapter 2, Article VI, Division 4, Brevard County Code. All advisory board appointments made by an individual district commissioner shall expire after one year, or with the term of the commissioner making the appointment, whichever comes first, except as otherwise provided by law. A district commissioner's appointee may continue to serve after the expiration of the district commissioner's term until he or she is reappointed or until a new appointment is made. Section 4. Organizational Structure. The Advisory Board shall operate under a set of By-laws in accordance with Brevard County Ordinance 95-31 and 96-17 and with Brevard County Policy BCC-67. The By-laws shall include provision for election of officers, terms of office, and meeting times and dates.

Section 5. Public Meetings. The Advisory Board shall conduct business pursuant to Section 286-011, Florida Statutes as follows:

- A. All meetings of the Board shall be public meetings; open to the public at all times.This shall include committee and subcommittee meetings.
- B. The minutes of the meetings shall be recorded and open for public inspection.
- C. Reasonable notice shall be given to the public on the time and place of the meetings.

<u>Section 6. Public Comment.</u> The Board shall establish procedures or mechanisms for taking public comment at all committee meetings. Such procedures shall have the following minimum guidelines.

- A. Two kinds of public comment shall be taken:
 - Relevant comment when the committee discusses a particular issue or takes a final vote on any issue; and
 - 2. Comment which brings new business or issues before the committee.
- B. Each speaker shall be given three (3) minutes to speak, with a provision for an extension of time by the Chairman or majority vote of the committee.
- C. The speaker may be required to give their name and address for the record, however, the social security number shall not be required.
- D. The committee shall make the meeting agenda and any back-up materials available for inspection during regular business hours prior to each meeting.

Section 7. Coordination with the Board of County Commissioners. The Library Services Department shall provide the coordination efforts specified in BCC Policy 76 including all accountability, scheduling of matters requiring Board attention, notification of vacancies, and communications with the Board Secretary regarding address, telephone numbers, terms, starting dates of appointees and replacements. The Library Services Director or designee shall be the responsible Departmental official of this committee.

Section 8. Initial Meeting. The Advisory Board shall in their initial meeting select a Chairman pro tem and Vice Chairman pro tem to preside over and conduct meetings for four (4) months. At the conclusion of the four (4) month pro tem term, the Chairman and Vice-Chairman shall be selected by majority vote of the Advisory Board members to serve for the term set forth in the By-laws.

DONE, ORDERED, AND ADOPTED, in regular session this ²⁶ day of <u>August</u>, 2010, A.D.

ATTEST:

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Scott Ellis.

BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

Mary Bolin, Chairman Brevard County, Florida

As approved by the Board on 8-26-10

MELBOURNE LIBRARY BOARD JOB DESCRIPTION

A member of the Melbourne Library Board performs several duties and assumes numerous responsibilities in keeping with the missions of the Brevard County Public Library System and the City Council of the City of Melbourne. To be an effective member, he or she must be both active and informed.

AN ACTIVE MEMBER:

- 1. Attends monthly board meetings. Prepares for each meeting by reviewing the agenda, reports and background information. Participates in the conduct of the board's business by contributing knowledge and opinions.
- 2. Serves on the board's committees and attends training events.
- 3. Provides leadership to the board by serving as Chairman or Vice Chairman, if so elected.
- 4. Develops and maintains relations and a positive rapport with local governmental officials, library staff, Friends groups and community leaders.
- 5. Advocates for the library in his or her daily activity in the community and at the local, state, and national levels (as appropriate).
- 6. Contributes time and enthusiasm to the best of his or her ability.

AN INFORMED MEMBER:

- 1. Understands the libraries' mission, service roles, and long-range plans and articulates these to the community and patrons and users.
- 2. Understands the libraries' roles and relationships between the Library Board, the Board of County Commissioners, the County's Library Administration, the Library Directors and their respective staffs, the City Council and the Friends groups.
- 3. Is familiar with the libraries' statistics that describe their resources, level of activities and how the Melbourne libraries compare with the state standards and other libraries serving similar communities.
- 4. Is aware of the Melbourne libraries' funding sources and the role of each source in supporting the libraries' programs of service.
- 5. Maintains an understanding of library policies and how each library implements them in their respective daily activities.
- 6. Is familiar with intellectual freedom principles, the libraries' intellectual freedom policies and how they are applied.
- 7. Is familiar with library laws and state and federal funding programs.

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- 8. Develops and maintains knowledge of library issues on the local, regional, state and national levels by reading library literature and periodicals and by attending library association meetings.
- 9. Understands interlibrary cooperation and resource sharing among libraries and each library's role in regional, state and national networks and consortia.

Regular Town Commission Meeting Agenda Item

| Section: Conse | ent |
|----------------|--|
| Meeting Date: | February 16, 2022 |
| Subject: | Approval of draft meeting minutes (2) and site plans (2) |
| Submitted By: | Town Clerk |

Background Information:

The Site Plans for both 406 First Avenue and 208 Second Avenue were approved by the Planning & Zoning Board at the regular meeting on February 1, 2022

Recommendation:

Approval of Consent Agenda

.Attachments:

- Town Commission Workshop Draft Minutes for 1/12/2022
- Town Commission Regular Meeting Draft Minutes for 1/19/2022
- Site Plan Approval for 406 First Avenue
- Site Plan Approval for 208 Second Avenue

Town of Melbourne Beach

TOWN COMMISSION WORKSHOP

WEDNESDAY, JANUARY 12, 2022, at 6:00 p.m. MASNY ROOM, 507 OCEAN AVENUE

DRAFT MINUTES

Commission Members:

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

<u>Staff Members:</u> Town Manager Elizabeth Mascaro Town Clerk Jennifer Torres

1. Call to Order

Mayor Hoover called the meeting to order at 6:00 p.m.

2. Roll Call

Town Clerk Jennifer Torres conducted Roll Call:

<u>Commissioners Present:</u> Mayor Wyatt Hoover Vice Mayor Joyce D. Barton Commissioner Sherrie Quarrie Commissioner Corey Runte Commissioner Marivi Walker <u>Staff Present:</u> Town Manager Elizabeth Mascaro Town Clerk Jennifer Torres

3. Pledge of Allegiance and Moment of Silence

Led by Mayor Hoover

4. Public Comments

5. New Business

A. Consideration of proposal from Dix-Hite to provide professional design services for the Melbourne Beach Business District Corridor.

Town Manager Mascaro presented the proposal provided by Dix-Hite for the Commission's consideration.

She expressed that one of her concerns is that the Town has not pinpointed its vision and perhaps the Commission should be more specific as to exactly what the Town is looking for.

Mayor Hoover said he believes going through a process like this with the support of an organization like Dix-Hite is important. As the Town has seen in the past, historically the Commission has not done a great job of applying foresight or being proactive. In the last ten years the dynamic of the region is changing rapidly – along with the Town of Melbourne Beach. Existing resident have things about the Town they love – small town feel, etc. And we have a challenge with restrictive codes to make any improvements in certain areas. If we don't find a way to bend a little bit – he is concerned that it only take a couple of people to get on the Commission and turn the area into Cocoa Beach. Pedestrian and bicycle safety are important – as well as aesthetics. Landscaping and lighting are important, as is functionality. It's a complete bottleneck on A1A. In the charter, our businesses are described as those that will support the Town of Melbourne Beach and he noted that he would like to find a way to help those businesses cater to the community a little more – and provide a way for the community to have easier access to the businesses safely.

Access for low-speed vehicles and bicycles is important.

Commissioner Quarrie said the challenge is getting what we want in a form that is a visual aid that reflects all of our conversations. We have the need for more golf cart spaces, bicycle crossings, better pedestrian safety, etc. We need to put our vision into a visual aid that everyone can see and then we can solicit community input. Dix-Hite should be able to do something along those lines. Bring us up to date with what is going on in other small communities – and implement that visual so we have something we can build. A picture is worth a thousand words and added that she thinks the mission should be to get that picture.

Town Manager Mascaro said Dix-Hite would provide the steps we need to execute the plan.

Mayor Hoover said that's what we need – a professional, experienced organization to bring this vision forth as a facilitator.

Town Manager Mascaro reminded the Commission that the Town has no control over the west side of Ocean Avenue – however they can work with officials to come to a common vision.

Mayor Hoover agreed that a visual would allow us to have more control over sharing the Town vision with everyone.

Commissioner Runte said he thinks there are a lot of residents that are confused as to what the beautification process is. There are several parts; what we are talking about tonight is the first part - a complete streets project. Let's not confuse it with outdoor dining. This is a master vision for our main corridor. I think we should be proactive with FDOT. He believes the Town should get one other proposal from a comparable firm. He'd like to see very specific examples from other towns and cities. He wants an example of each deliverable. It's a lot of work to do it right and he does think it's money well spent as long as we get a comparable proposal which he would want to include Ocean Avenue and our public areas. He suggested they look at crossovers, Bicentennial Park and Circle Park as well. This would truly be a master plan of usable space.

Commissioner Quarrie asked if would be possible to have the scope of work cover the entire Town.

Commissioner Runte said that is too expansive.

Town Manager Mascaro said that may be part of a phase two – but putting it all together in one scope of work initially may be overwhelming.

Commissioner Walker said she felt it was best to separate it out – and begin with Ocean. Also, emphasize we are looking at the public – not the private area.

Commissioner Runte said if we create a vision and then allow the public to comment and contribute – we can create a good design.

Commissioner Walker said residents have asked her why we want to spend this money. She said, for her, she wants to slow things down and make things safer – and while doing that we can beautify and make it more cohesive.

Commissioner Runte said we have to repave and repaint all utilities in the next few years – so why not create a better design.

Mayor Hoover said in regard to people misinterpreting the mission of this project – this is not designed to help the businesses make more money – but we do want to improve access for residents and businesses. People need to get to – and use – those businesses – this project will improve access and improve our ability to get to those businesses in a myriad of ways.

Commissioner Runte said 95-percent of the residents he's spoken to, want Ocean Avenue beautified and ask why there are so many vacant and dilapidated properties in a thriving community.

Commissioner Walker agreed and said if the Town doesn't see us doing anything what is their incentive? This will help motivate them. She emphasized her concern that something needs to be done about pedestrian safety.

Commissioner Runte said there are also a lot of matching fund grants we can pursue.

Town Manager Mascaro said this is the first time the Commission has articulated this is not just beautification – but also safety and maybe we need to think of a different phrase that better describes what we are doing. Beautification is part of it – but there is a whole safety component that is important.

A few suggestions were made as to what the program could be called.

Public Comment

Neil Tompkins 2004 Neptune Drive

Mr. Tomkins has been part of Melbourne Beach many years. He agrees with everything the Commission just said. He wanted to know if they created an RFP, which is a complete collection of everything defined before you go solicit a proposal. He thought they all have the right idea. Now you need to consolidate all of that into a document, so that these discussions do not have to come up again and again. Number two, he said they need to make the budgetary plan transparent and you will need a point person to work with these outside consultants. Also, make sure you have a contingency. You want the design team and the construction team in step. That relationship has to be sustained. In addition, you need competitive bids. He went on to say, the Commission may want to consider other parties who are working on improvements to the lagoon – which may be beneficial to the Town's goals.

Commissioner Runte said he wanted to say there will be no conflict of interest and he will not be involved in any of the work that occurs in Town. He asked Mr. & Mrs. Tompkins if they felt Ocean Avenue needed an update.

Mr. Tompkins heartily agreed it does. Part of the Town is charming and part is derelict.

Mayor Hoover asked if the Commission agrees to a more structured RFP.

Commissioner Runte agreed.

Town Manager Mascaro said she will look at other companies for comparable organizations.

Mr. Tompkins said you need to get everything into written form and include everything you want within it. He volunteered to assist in the process.

David McClure 401 2nd Avenue

Mr. McClure thought tonight's discussion has been great and productive and he agrees with almost everything – with the exception of increasing the scope. He believes the scope should be kept small and manageable.

Alison Dennington 413 Surf

Ms. Dennington suggested the Commission form a committee who can get together and share residents' concerns and opinions. She thinks doing an RFP is a great idea – but the devil is in the details. You need to have an experienced person handle the RFP. You should require two workshop groups – and as for site plan visits – if they are only looking at one specific time – they may not get a feel for the entire space. She asked if we had certain data that was required. She asked if we have conferred with Satellite Beach and suggested the Commission does.

Commissioner Runte said this is more a master plan/vision for a downtown area not really comparable with what Satellite Beach did.

Ms. Dennington said she thought it would be nice to be provided with a summary report with the RFP. She agreed the focus and theme should be pedestrian safety, storm water and beautification. Lastly, she wanted to say regardless of who we use, she wanted to see examples of their past work.

Town Manager Mascaro suggested the word – calming.

Mayor Hoover said he agrees with the comments focusing just on Ocean Avenue at this time.

Commissioner Runte said we have to repave Ocean Park in a few years – so that has to be kept in mind – and perhaps it should be included. He can't imagine it would be that much more and it is part of the whole area.

Town Manager Mascaro said we can look at that and see what cost would be. We can also look for grant money to supplement that and may be able to use some of the American funds for that.

Mayor Hoover said in regard to the scope – Ocean Avenue from the river to the Ocean including access and parking to Ocean Park.

Vice Mayor Hoover suggested "Ocean Avenue Safety and Sustainability Program"

Mayor Hoover suggested "Ocean Avenue Vision; safety, accessibility and storm water."

Use of the word downtown was suggested.

Commissioner Quarrie suggested Ocean Avenue Pedestrian and Lagoon Safety.

Ms. Dennington suggested the use of the acronym SEA: Ocean Avenue Mission: SEA project (safety – environment – accessibility).

Commissioner Runte said Ocean Avenue Vision should lead the acronym. Mayor Hoover likes the use of the word downtown.

Vice Mayor Barton said – and a downtown is unique to us – Satellite Beach does not have one. She added that Melbourne Beach is a very special place.

Ms. Dennington suggested striping the area by the new stop signs.

Town Manager Mascaro said she will bring a few names and a summary to the next RTCM and the issue can be discussed further at the February workshop.

<u>Commissioner Runte moved to adjourn; Commissioner Quarrie</u> <u>seconded; Motion carried 5-0.</u>

The meeting adjourned at 7:18 p.m.

6. Adjournment

Town of Melbourne Beach REGULAR TOWN COMMISSION MEETING JANUARY 19, 2022 at 6:00 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

DRAFT MINUTES

Commission Members:

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

Staff Members:

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

1. Call to Order

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

2. Roll Call

Town Clerk Torres conducted the roll call

Commission Members Present

Mayor Wyatt Hoover Commissioner Sherrie Quarrie Commissioner Marivi Walker

Commissioner Members Absent

Vice Mayor Joyce Barton Commissioner Corey Runte

Staff Members Present

Town Manager Elizabeth Mascaro Town Clerk Jennifer Torres Finance Manager Jennifer Kerr Town Attorney Clifford Repperger Public Works Director Tom Davis

3. Pledge of Allegiance

Mayor Hoover led the Pledge of Allegiance

4. 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.

5. Approval of the Agenda

Due to the excused absence of Vice Mayor Barton, her item under New Business 9-A, Consideration of Proclamation to Recognize Human Trafficking Awareness Month, will be taken of the agenda and postponed until the February RTCM. Mayor Hoover requested that Item 6-D under the Consent Agenda, Site Plan Approval for 419 Avenue B, be removed from the Consent Agenda and set under New Business 9-A, replacing the former item. He stated that information had come to his attention that required further discussion related to this site plan.

<u>Commissioner Quarrie moved to approve the Agenda with the changes</u> <u>noted; Commission Walker seconded; Motion carried 3-0.</u>

- 6. Consent Agenda
 - A. Approval of December 15, 2021 RTCM Draft Minutes
 - B. Site Plan Approval for 407 3rd Avenue

<u>Commissioner Quarrie moved to approve the Consent Agenda as edited;</u> <u>Commissioner Walker seconded; Motion carried 3-0.</u>

7. Old Business

A. Approval of tentative S.E.A. Project F/K/A Beautification Project Vision Statement – Town Manager Mascaro

During the recent workshop, Town Manager Mascaro said, the Commission decided the term "beautification" did not cover all aspects of what the Town wanted the project to encompass and express. Melbourne Beach resident, Neil Tompkins who attended the workshop, has since assisted with preparing a new vision statement which states – "The vision of this project is to sustain the Town's character while addressing its needs." Resident, Alison Dennington, who also attended the workshop, came up with the acronym S.E.A. to stand for Safe, Environmental and Ecological and Attractive and Accessible. Town Manager Mascaro asked the Commission for approval of this vision statement, so they can move forward with the concept and go to the next step in the process which would include contacting other agencies.

<u>Commissioner Quarried moved to approve the vision statement and go</u> <u>forward with the project; Commissioner Walker seconded; Motion carried</u> <u>3-0.</u>

Town Manager Mascaro thanked Mr. Tompkins and Ms. Dennington for their contributions.

8. New Business

A. Site Plan Approval for 419 Avenue B

Mayor Hoover said the reason he requested this site plan was taken off the consent agenda was due to some significant irregularities in the process and in the way the information was presented. Work has begun on the project because of an inappropriately approved tree removal permit. As a result the current site plans do not reflect what the site currently looks like. There is a concern related to subverting the authority of the Commission to have oversight over building project approval.

Mayor Hoover asked Town Manager Mascaro to explain the situation.

Town Manager Mascaro introduced Robert Bitgood – who will serve as the new Building Official. She recently accompanied him to look at the site. They pulled the plans and assessed what happened. In the past the Building Department has issued tree removal permits prior to the Commission reviewing site plans. That process has now been changed. Nothing should be done to any property without advance. Commission approval. The process will now include a site plan visit and a survey of the tree line.

Further discussion ensued.

The next concern was the interpretation of the code based on what was done. There has been citizen concern over the removal of trees. She had conversations with the Town Attorney and recommends the Commission fine tune the code.

Town Attorney Repperger said there was a tree removal permit filed – although it did not articulate the basis for why the trees were removed. Under Section 9-A which deals with tree removal – provides the reasons why trees can be removed. He reviewed them.

In this case, the site plan that's submitted is code compliant – although the separate application for tree removal does not state the rational – which is a required element – but he would assume they were in the buildable area.

He explained that while the Commission may disagree with a site plan – if it is code compliant – they can voice opinion but they can't deny it just based on that opinion.

Mayor Hoover said the tree removal permit was improperly approved given the criteria provided.

From a process standpoint moving forward, Mayor Hoover said there must be a reason listed for the removal of each tree.

He went on to say that it's important to preserve the mature trees in Town because they serve an important purpose. A mature Oak tree – such as the ones removed on this property – have a root system that provides a habitat. They also help with stormwater percolation, and create less runoff into lagoon – in addition they assist the environment with a process known as transpiration. From an erosion standpoint, a mature root structure is very beneficial to the community.

He said trading trees for swales in counterproductive. His suggestion is to include items A-D from the tree permit which lists the circumstances under which trees can be removed - in a building site review.

Town Attorney Repperger said if there is a tree permit and a site plan approval coming in together – they should move together. If staff had seen this many trees being removed on this particular site plan they would have required them to submit a tree removal permit.

Some discussion ensued as to site plan reviews vs. tree permits and the Town Attorney said in this case – the rational for the tree removal was not indicated – but it's safe to assume they were in the buildable area.

Commissioner Quarrie went over a few details of the original paperwork – and said it does reference the fact that new construction is the reason they wanted to get rid of the trees. The failure was to bring together the drainage information and the percolation information in order to save the trees. Instead they bulldozed over them and put in a swale.

Town Attorney Repperger said the current tree permit removal does not give the applicant an opportunity to adequately describe the circumstances of the removal.

Mayor Hoover said in regard to "no net loss" – two hardwoods does not comply and he asked the Town Attorney if they can say that and send it back to applicant to cure.

Town Attorney Repperger said the Commission could say - We want the applicant to explain or demonstrate why there is no net loss here – or in the alternative modify the plan to include the concept of no net loss.

Commissioner Walker asked for clarification on the process. Town Attorney Repperger said if the site plan is code compliant, the Commission cannot deny the plan based on its own judgement. However, asking for clarification or a reworking of the plan based on noncompliance is permissible. Replacement being sufficient is a different issue – and the Commission can ask about that.

The Town Manager asked if they can they put in place – stronger language based on tree age, height, etc.

Mayor Hoover said the code needs to have some specificity over what trees should be protected.

He went on to make the suggestion that they add this site plan and issue to the workshop next month to address, clarify and streamline the intent of the code as it pertains to the building process and amend the tree removal application to include the language in the code, individual articulation of each tree removed. He suggested they table this site plan and give the owner the opportunity to identify with how they are moving forward with respect to mitigation of their tree removal permit and how they will comply with no net loss.

Commissioner Quarrie added – and also that they cannot do anything further to the lot.

Town Manager Mascaro said she does not consider the builder to be at blame – their intent was not to subvert the process. The current situation is more a factor of the current building process in place at Town Hall.

Commissioner Quarrie wondered by the Planning & Zoning Board did not catch this. She added she had every confidence in the Chairman but questioned what happened.

Mayor Hoover said Planning & Zoning and Board of Adjustment are volunteers serving these roles and perhaps they need to have more training and resources from Town Hall.

Commissioner Quarrie moved to table the application of 419 Avenue B and to require the owner/builder to demonstrate the mitigation associated with the tree removal application and compliance with the no net loss requirements in 9A6-B2; Commissioner Walker seconded; Motion carried <u>3-0.</u>

B. Consideration of updating the Town Code of Ordinances to include a Definition of Kitchen - Town Manager Mascaro

The Commission was presented with a definition of the term "kitchen" which was formulate by the Planning & Zoning Board for consideration of inclusion in the Town Code.

The definition read:

Kitchen means any indoor room or area containing all of the following equipment,: Sink and/or other device for dish washing, stove or other device for cooking, refrigerator or other device for cool storage of food, cabinets and/or shelves for storage of equipment.

Town Manager Mascaro explained that the Planning & Zoning Board felt it was important to define "kitchen" in the code in an effort to help prohibit singlefamily residences from turning into multi-family units.

Commissioner Quarrie said she felt the definition was good – however they must be careful about granny suites. This is a tax relief for those with elderly parents who live with them. These suites may include kitchens and the definition should state that these granny suites are exempt. Mayor Hoover said he feels that the definition will have the effect desired because there is no way to regulate it. He pointed to the inclusion of the wording – "or other devices" which he felt is vague.

He went on to say that for the expense it would take to modify the code – some additional research for specific ways they can identify what they are trying to prohibit through the inspection process would need to occur. In addition, there would need to be a lot for specificity as opposed to using the language "and other devices."

Commissioner Walker said she does not see the problem with a second kitchen in the house. If her mother came to live with her – she would want to add another sink, etc. Multi-generational living is life right now.

Commissioner Quarrie said she understands the intent Planning & Zoning had.

Town Attorney Repperger said he also viewed the definition as broad – and suggested they remove the verbiage "or other devices." He said typically the trigger that alerts to a kitchen is the installation of a stove – not a microwave, etc.

Town Manager Mascaro said that Planning & Zoning Board also tasked her with looking at the definition for multi-generational living.

Mayor Hoover suggested they remove the "or other device" language and stick to things that can be identified through the permitting process.

Town Attorney Repperger said if the Commission is interested in amending he code to include a definition of kitchen – they can modify what's here, send it back to Planning & Zoning, or state that they are not interested in moving forward with a change at this time. The process for changing the code would entail the creation of an Ordinance.

Mayor Hoover suggested sending it back to the Board for research and rewording.

Commissioner Quarrie disagreed and said they should table it and consider whether the Commission would like to reword it at a future workshop.

Mayor Hoover agreed.

Town Manager Mascaro offered to conduct some research on the term multigenerational and the use of granny suites in other municipalities.

New Action Item: Research multi-generational, granny suite situation.

C. Consideration of Finance Resolution 2022-01 -Budget Amendment related to Transfer Expenditures within the General Fund – Finance Manager Kerr

Finance Manager Kerr gave a brief overview of Resolution 2022-01.

<u>Commissioner Quarrie moved to approve Resolution 2022-01;</u> <u>Commissioner Walker seconded; Motion carried 3-0.</u>

D. Consideration of allowing temporary structural donation to Fire Department for firefighter training purposes before demolition – Fire Chief Brown

Due to illness, Fire Chief Gavin Brown was not present at the meeting. Town Manager Mascaro explained the agenda item in his absence. When a house is scheduled to be torn down, the Fire Department could use the property for training. This request is for approval to include a one page letter in the demolition permit soliciting the request for a temporary structural donation to the Fire Department for the purpose of training.

The Commission unanimously agreed it was a good idea.

<u>Commissioner Quarrie moved to approve the request for a temporary</u> <u>structural donation; Commissioner Walker seconded; Motion carried</u> <u>3-0.</u>

12. Staff Reports

A. Town Attorney Report

Town Attorney Repperger stated that at the last meeting he was tasked with looking at restrictions at Ryckman Park related to I-9. After review, his opinion is that the lots are restricted for park use but that doesn't mean they are restricted from commercial activity. They are required to be kept open for park use – but I-9 describes what is allowable. Some discussion ensued related to special events and restrictions on commercial use.

B. Town Manager Report

Town Manager Mascaro said the software the Town recently purchased is fantastic and will allow for the automation of accounting and reporting. She thanked the Commission for approving its purchase.

She went on to ask for clarification related to Parks Board requests and events and whether she was required to get Commission approval ahead of time – or if she had authority to approve these items.

Mayor Hoover felt the items should come before the Commission for approval and asked the other Commissioners what their feeling were.

Commissioner Walker felt the Town Manager should have the authority to approve these items considering they are already budgeted for.

Further discussion ensued and the Commission reached a consensus that the Town Manager should have the authority to oversee decisions related to Parks Department events and issues that are budgeted for.

C. Town Clerk Report

Mayor Hoover asked for an update on the sound system in the Community Center. Town Clerk Torres said she has previously presented the Commission with an estimate and at the time it was presented the Commission thought it was too expensive.

Mayor Hoover asked to have replacement of the Community Center sound system added to the **Action Items.**

- D. Departmental Reports
 - 1. Building Department
 - 2. Public Works Department

Public Works Director Davis gave an update on the recently obtained bike racks and picnic tables. He also ordered filters that are placed in the storm curb that will stop large debris. If they are successful, he would like to get them for every storm cover.

- 3. Code Enforcement
- 4. Police Department

The Commission welcomed new police officer Leon Bennet to the department.

5. Fire Department

Town Manager Mascaro said Dave Micka has been named Space Coast Volunteer Fire Fighter of the Year and will receive an award January 28, 2022. She went on to say he has been with the department forever and does a lot for the Town. He submits many of the grants the Fire Department has won – and he gives a lot to the Town.

6. Finance Department

<u>Commissioner Quarrie moved to approve the Finance Report;</u> <u>Commissioner Walker seconded; Motion carried 3-0.</u>

13. Town Commission Comments

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

Updated Items

- Change the name of Action Item: Research Ocean Avenue Beautification & Landscaping to: The S.E.A. Project update again at February RTCM.
- Research Golf Cart Parking & Bike Racks: PWD gave update and asked for input.

Closed Items

- Research Crosswalks completed
- Research Pool Installation Process completed

14. Adjournment

<u>Commissioner Quarrie moved to adjourn; Commissioner Walker seconded;</u> <u>Motion carried 3-0.</u>

Meeting adjourned at 9 p.m.



BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review

Applicable Codes Town of Melbourne Beach Land Development Code 2020 Florida Building Code

| Date: | November 30, 2021 <u>REVISED December 28, 2021</u> |
|----------------|--|
| Owner: | KOFFLIN FAMILY TRUST |
| Owner Address: | 406 1ST AVE MELBOURNE BEACH FL |
| Site Address: | 406 1ST AVE MELBOURNE BEACH FL |
| Parcel ID: | 28-38-07-FY-2-16 |
| Zoning: | 3RS |

Proposed Project: Garage Addition to a Single Family Dwelling and an Accessory Structure.

References: Town of Melbourne Beach Code of Ordinances: 7A-33, Ordinance 2019-06

Request: Approval by Planning and Zoning Board, Town Commission for construction of a garage addition to the single-family dwelling and an accessory structure to the rear of the property. No out-buildings will be demolished for the project.

Staff Review: The property lies in Zoning District 3RS

- 1). Project is a garage addition attached by a breezeway and an accessory structure. Breezeway approved by Zoning Official see attached.
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth. Lot area is 18,000 sq. ft. min. 10,000 sq. ft. Lot width is 120 ft. min. 90 ft. Lot depth is 150 ft. min. 100 ft.
- 3). Lot coverage has a maximum of 30% for principle structure. Lot coverage per plan is 16.6 % Footprint of Primary Structure is 2,992 sq. ft. Max allowed for Primary Structure is 5,400 sq. for Lot Area of 18,000 sq. ft. Minimum pervious area per lot is 30%. Pervious area is 65.09%
- 4). Structure maximum height for zoning district is 28 ft. The proposed height provided for the addition is 14 ft. The proposed addition is of greater height than the current primary structure. This structure is attached to the primary structure by a breezeway. <u>The breezeway</u> <u>meets approval by the Zoning Official Corey O'Gorman (see attached).</u> Flood Zone X

5). Zoning District Setback requirements for the addition. Proposed Addition Front Setback 25.2 ft. (min. 25 ft.). Proposed Addition West Side Setback is to the side of the current primary structure. Proposed Addition East Side Setback 15.2 ft. (min. 15 ft.)

Proposed Addition Rear Setback is greater than the current conforming primary structure.

Zoning District Setback requirement for the accessory structure. Proposed Accessory Structure East Side Setback 15 ft. (min. 15 ft.) All other set backs are not applicable to the structure and meet Code requirements.

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. Please refer to the attached email by the Town Planner for Code references.

John Stone

Building Official

406 FIRST

| IMPERVIOUS | | PERVIOUS | |
|-------------------|-------|----------------|---------|
| Primary Structure | 2992 | Shed space | 36 |
| Pool | 300 | Open areas | |
| Decks | 1593 | Other | |
| Driveway | 1025 | | |
| Accessory Bldg | 219 | | |
| Concrete areas | 154 | TOTAL PERVIOUS | 11,717 |
| Pavers areas | 0 | | -=)/ =/ |
| Other | | | |
| | | | |
| TOTAL IMPERVIOUS | 6,283 | | |

| Lot Total Sq Footage | 18,000 |
|----------------------|--------|
|----------------------|--------|

- 53

TOTAL % PERVIOUS 0.650944

88

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700 US Highway One, Suite C North Palm Beach, FL 33408 561-863-2722

MEMORANDUM

- To: John Stone, Building Official Town of Melbourne Beach
- Re: 406 First Avenue Roof Plan / Garage Addition

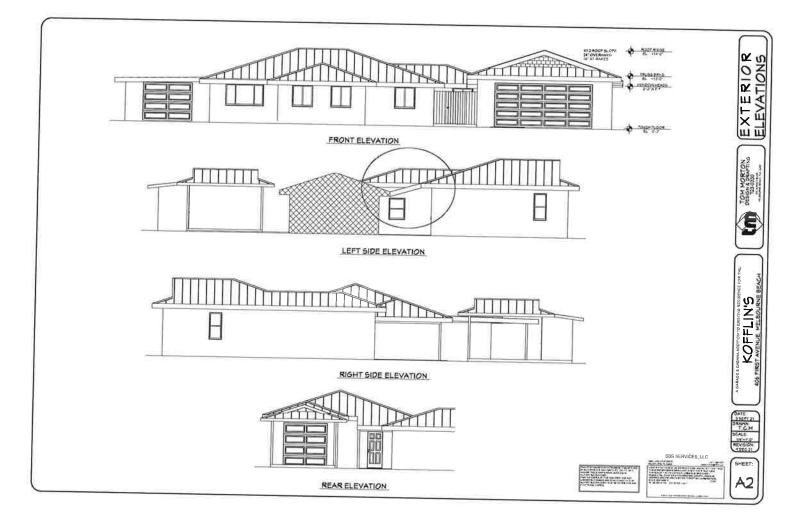
From: Corey W. O'Gorman, AICP Town Planner

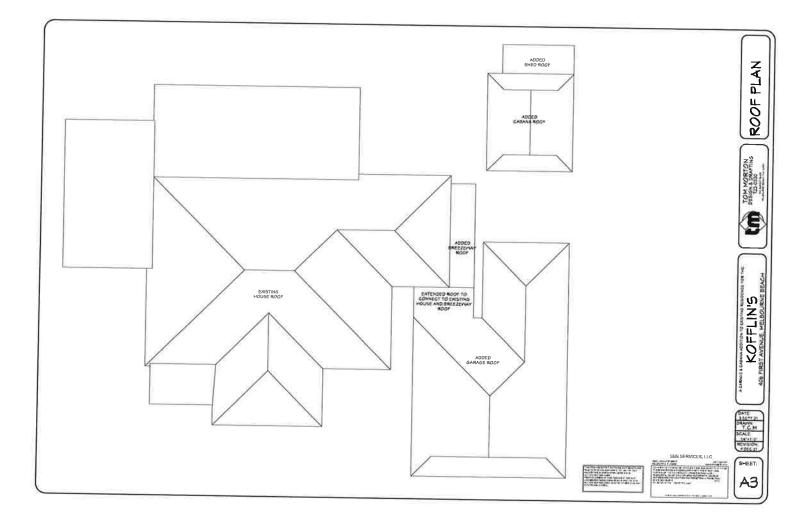
Date: December 28, 2021

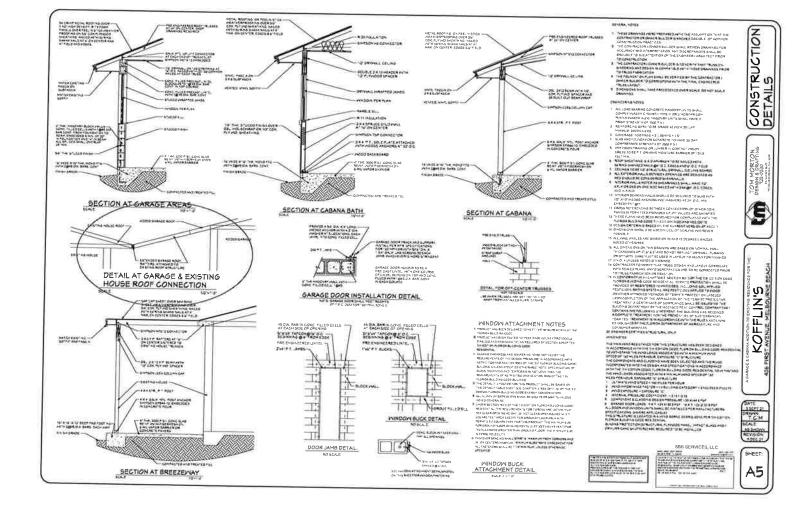
In follow-up from the December Planning & Zoning Board meeting, I have received and reviewed the attached revised plans regarding 406 First Avenue and have outlined the following:

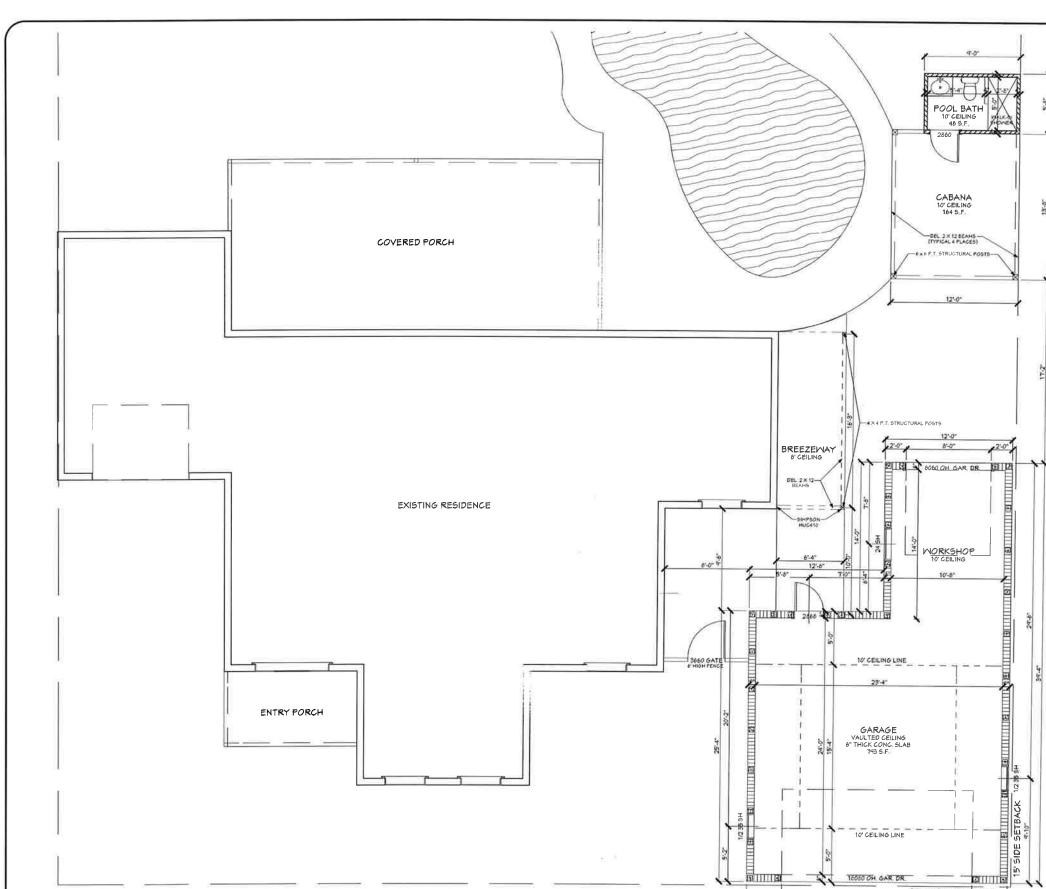
- Sheet A-2, Exterior Elevations. The elevation circled on this plan illustrates the connection between the proposed garage roof and the roof of the existing single-family home;
- Sheet A-3, Roof Plan. This plan-view of the roof shows the "extended roof to connect to existing house and breezeway roof"; and,
- Sheet A-5, Construction Details. The circled "Detail at Garage & Existing House Roof Connection" shows the detail of the interconnection of the proposed roof trusses on the "added garage" and the "existing house roof".

Based on my review of the plans listed above and attached, it is my interpretation that this design creates a "common roof". As such the proposed garage is not an accessory structure as defined in Town Code Section 1A-3 and would therefore be defined as part of the principal structure. Consequently, the proposed garage as designed is in compliance with the Town of Melbourne Beach zoning regulations for setbacks and height.



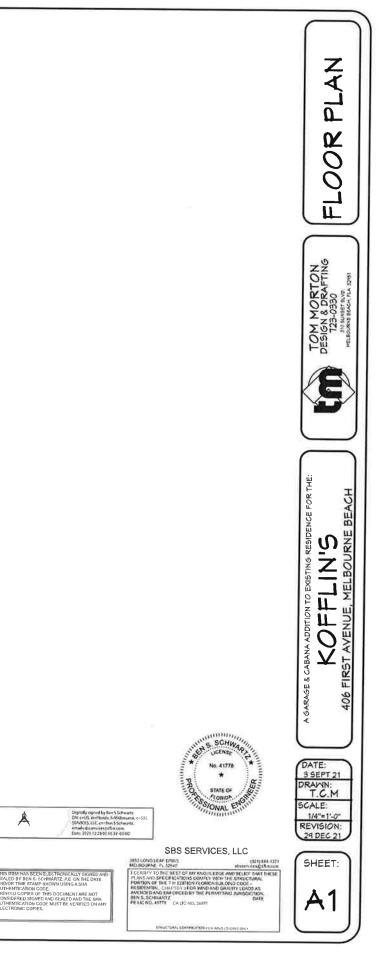






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JAN 13'22 av11:17



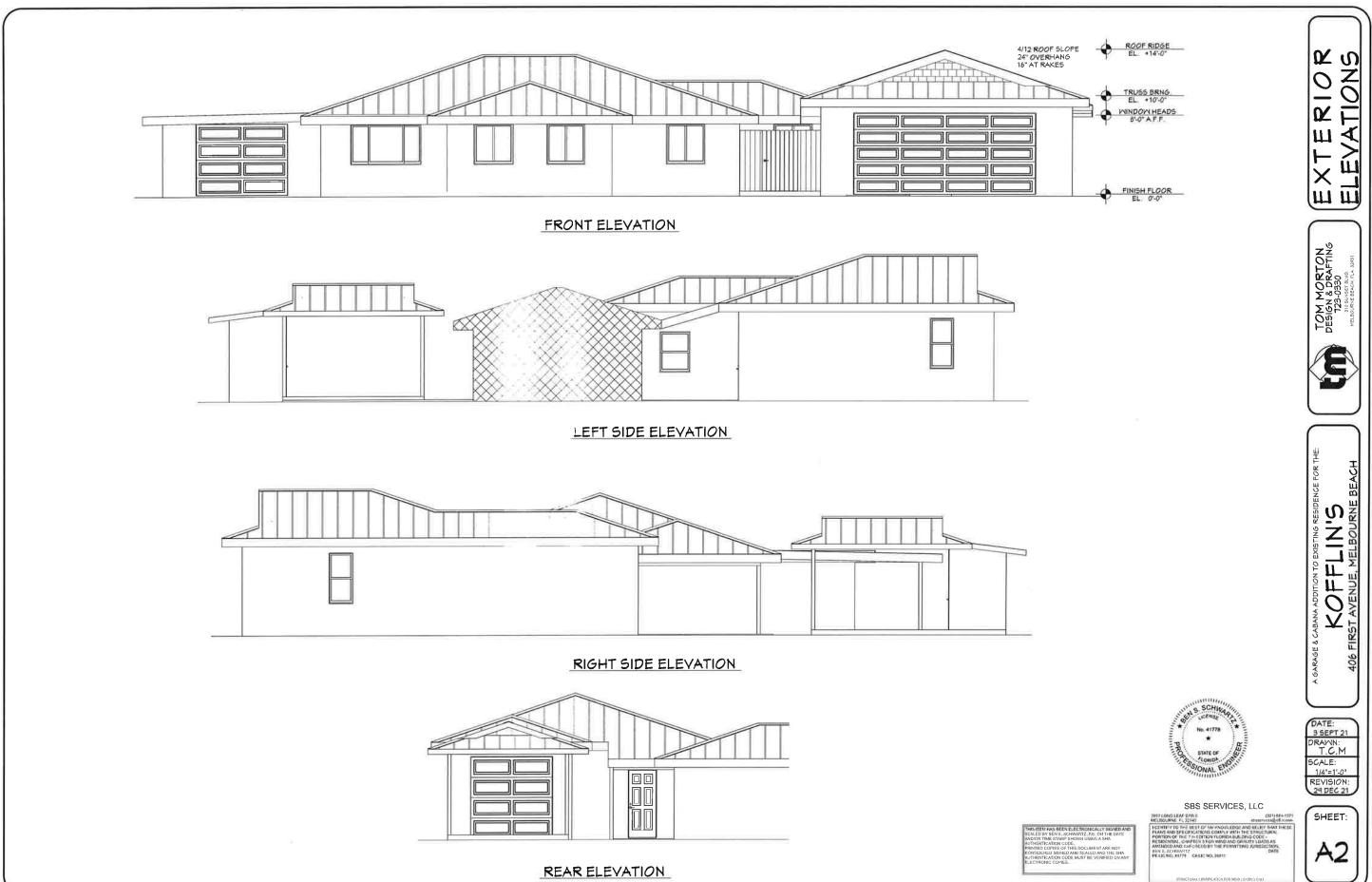
25' FRONT SETBACK

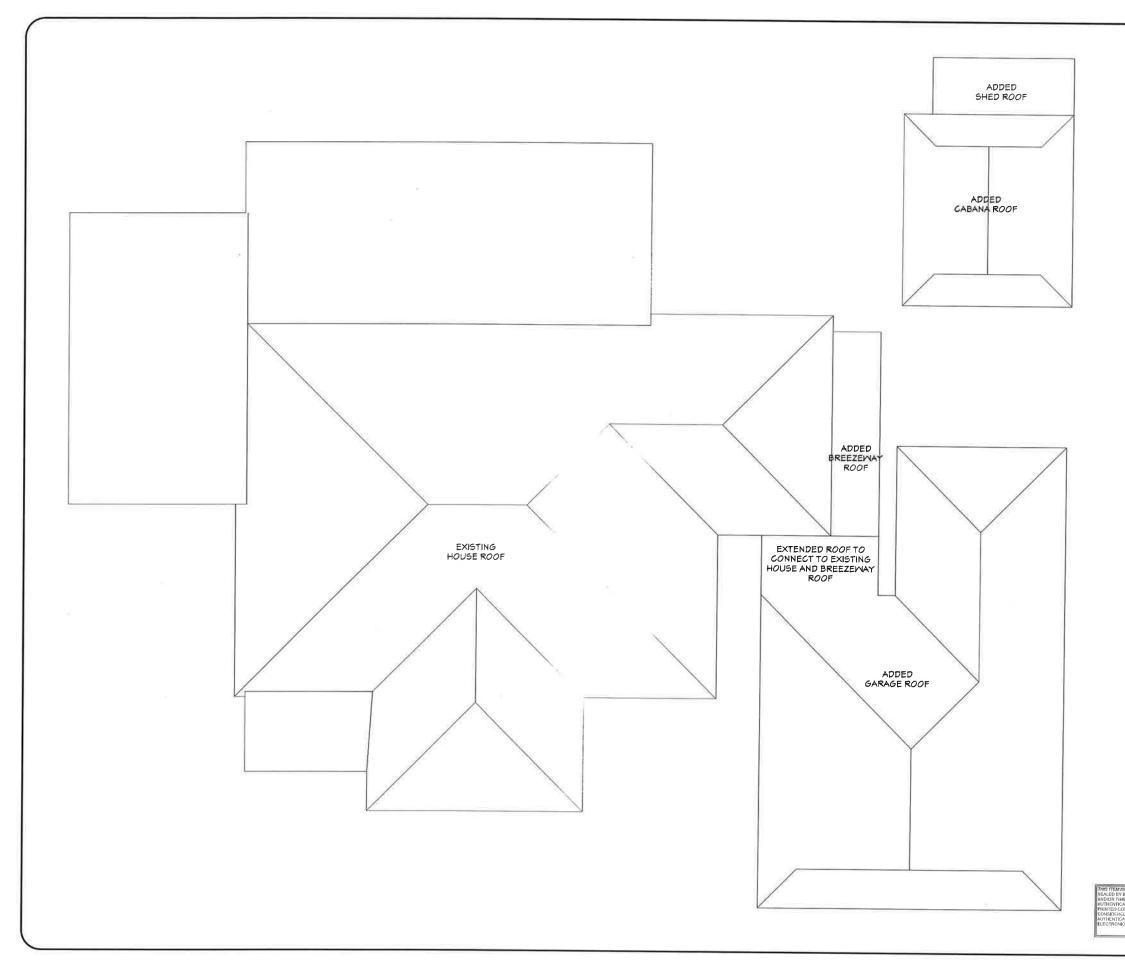
15'-0"

24.5

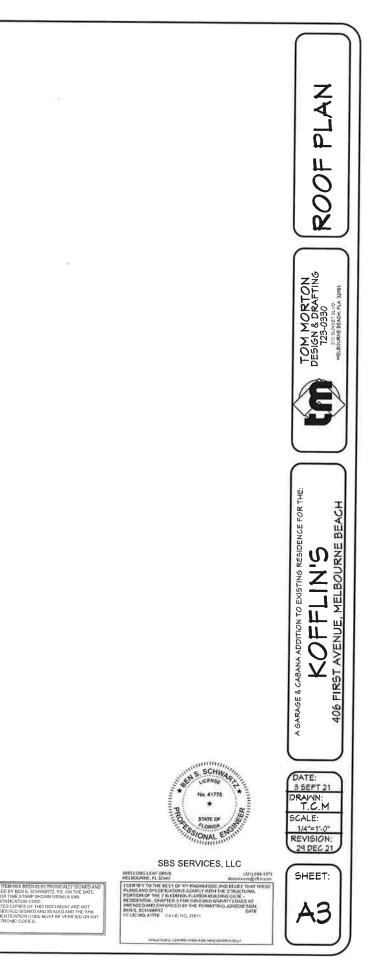
5-4"

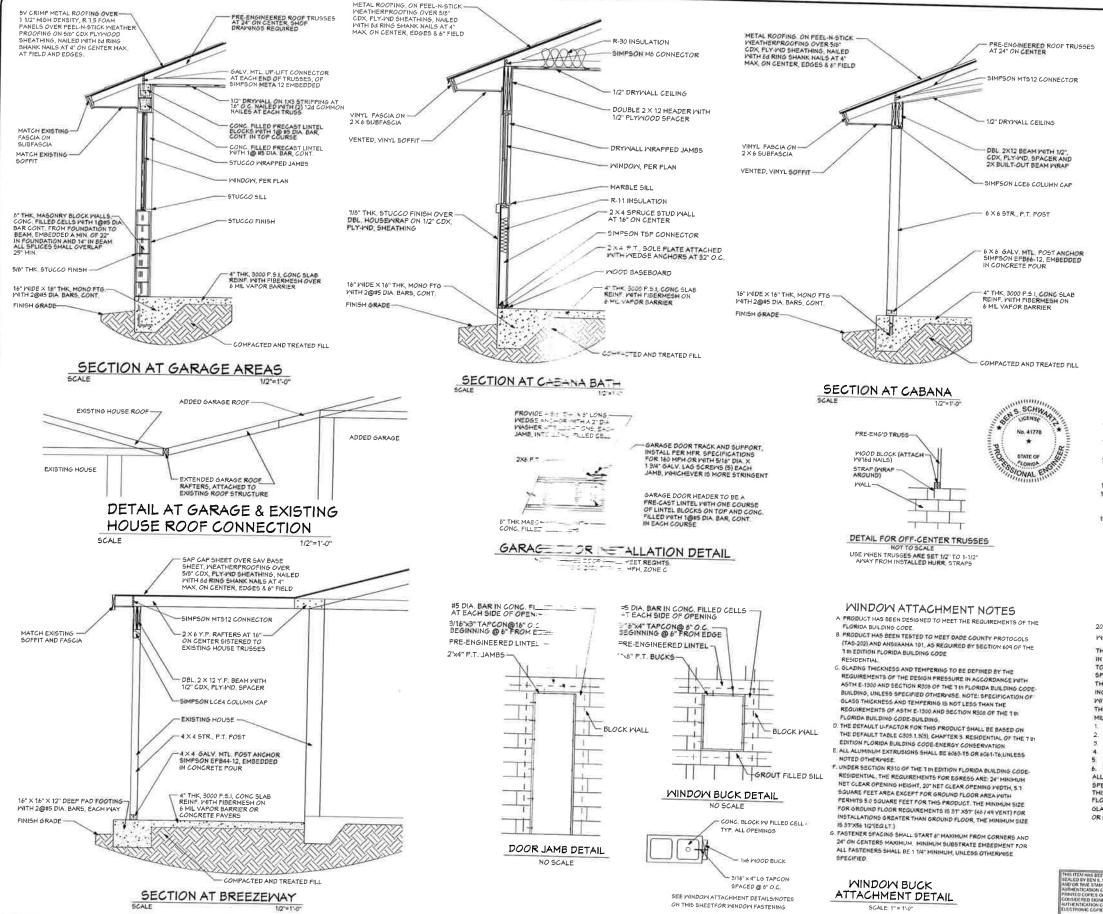
3'-4"





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GENERAL NOTES

- THESE DRAMINGS MERE PREPARED WITH THE ASSUMPTION THAT THE CONTRACTOR OR CONNER BUILDER IS KNOWLEDGEABLE OF COMMON CONSTRUCTION PRACTICES
- THE CONTRACTOR / OWNER-BUILDER SHALL REVIEW DRAWINGS FOR THE CONTRACTOR / OWNER-BUILDER SHALL REVIEW DRAWINGS FOR ACCURACY AND INTERPRETATION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER / ARCHITECT PRIOR TO CONSTRUCTION 3 THE CONTRACTOR / OWNER-BUILDER IS TO VERIFY THAT TRUSS EN-
- GINEERING AND DESIGN IS COMPATIBLE WITH THESE DRAWINGS PRIOR TO TRUSS FABRICATION
- THE FOUNDATION FLAN SHALL BE VERIFIED BY THE CONTRACTOR I OWNER-BUILDER TO CORRESPOND WITH THE FINAL ENGINEERED TRUBS LAYOUT.
- 5 DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE DO NOT SCALE DRAMINGS

ENGINEERING NOTES

- ALL LOAD BEARING CONCRETE MASONRY UNITS SHALL COMPLY WASTM C-90 WITH TYPE M OR 5 MORTAR COM. PLYING WASTM A-270. MASONRY UNITS SHALL HAVE A PRISM STRENGTH OF 1500 P.S.I. REINFORCING BARS TO BE GRADE 40 WITH 25" LAP
- MINIMUM, (ASTM A-615) 3. COVERAGE: FOOTINGS = 3"; BEAMS = 1.5"

- 4. SLAB AND FOUNDATION CONCRETE TO HAVE 25 554 COMPRESSIVE STRENGTH OF 2500 P.S.L 5. ANY MOOD FRAMING OR LUMBER IN CONTACT MECON. CRETE TO BE P.T. OR HAVE MOISTURE BARRIES C= 15 _2 FELT MIN
- ROOF SHEATHING IS A DIAPHRAGH TO BE NAILED HITH
- NOUT SHEATHING IS A DIAPHRAGM TO BE NAILED MITH 84 RING-SHANKED NAILS @4*0.C. EDGES AND 4*0.C. HELD 1. CEILINGS TO BE 12*STRUCTURAL DRYNALL (CEILINS BOARD) 8. ALL EXTERIOR WALLS BETWEEN OPENINGS ARE DEBISINED AS AND SHOULD BE CONSIDERED SHEARWALLS
- 4. INTERIOR WALLS NOTED AS SHEARWALLS SHA______ 10" 4. PLY OR OSB ON ONE SIDE NAILED WITH 2/64 == 1 236E5,
- AND IN FIELD.
- 1/2" X 10" WEDGE ANCHORS W2" WASHERS AT 20 00 M EMBEDMENT OT.
- 11 CROSS REFERENCING BETWEEN CONNECTORE
- 13. DESIGN CRITERIA IS BASED ON THE CURRENT VERSION OF ASCE 7
- 14. DIMENSIONS SHOULD BE USED IN LIEU OF SCALING ANEREVER POSSIBLE.
- 15 ALL MALL ANGLES ARE BASED ON 40 AND 45 D
- 16. ALL DIMENSIONS ON THIS DRAWING ARE BASED TO STANAL WAL THICKNESSES OF 4' 6' 8 0' AND DO NOT REFLECTION AND THICKNESSES OF 4' 6' 8 0' AND DO NOT REFLECTION AND THE OR OFFSETS. CARE MUST BE USED IN LAYOUT 11. U.N.O. = UNLESS NOTED OTHERNISE.
- WITH SEALED PLANS. ANY DISCREPANCIES AS TO TRUSS FABRICATION OR ERECTION.
- 14 IN CONFORMITY WITH CHAPTER 3, SECTION R FLORIDA BUILDING CODE RESIDENTIAL, TER-PROVIDED BY REGISTERED TERMITICIDES, IN _____ - 25.5 ----PESTICIDES, BAITING SYSTEMS, AND PESTICIDE OR OTHER APPROVED METHODS OF TERMITE == - A. -+85.5 CONTAINS THE FOLLOWING STATEMENT, THE B -----TERMITES TREATMENT IS IN ACCORDANCE NOT ESTABLISHED BY THE FLORIDA DEPARTMENT
- CONSUMER SERVICES. 20. ENGINEER CERTIFIES STRUCTURAL ONLY

WIND NOTES

THE MAIN WIND RESISTANCE FOR THIS STRUCTURE - DESIGNED IN ACCORDANCE WITH THE THE DITION (2020), FLORE SEGNER OF STANDARD THE WIND LOADS ASSOCIATED WITHOUT OWNED SPEED OF 160 MILES PER HOUR, EXPOSURE C. STANDARD WIND THE COMPONENTS AND CLADDING HAVE BEEN SELECTED AND THEIR USE INCORPORATED INTO THE DESIGN AND SPECIFICATIONS IN ACCORDANCE WITH THE TILE DETION (2020), FLORIDA BUILDING CODE-RESIDENTIAL TO INITHSTAND THE WIND LOADS ASSOCIATED WITH A MINIMUM WIND SPEED OF 160 MILES PER HOUR, EXPOSURE "C" STRUCTURE.

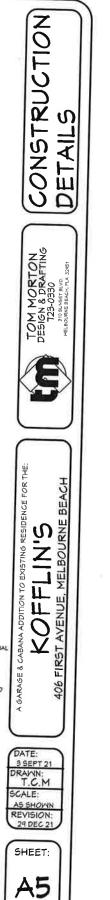
- ULTIMATE VIND SPEED = 160 MILES PER HOUR
 VIND IMPORTANCE FACTOR = 1/ BUILDING CATEGORY = ENCLOSED (FULLY)
 VIND EXPOSURE = EXPOSURE "C" INTERNAL PRESSURE COEFFICIENT: + 0.18 / -0.15 COMPONENT & CLADDING DESIGN PRESSURE +35 4/-44 8 PSP

- 5. COMPONENT & CLADDING DESIGN PRESSURE +33.4/44.8 FSF 6. GARAGE DOOR LOADS: 4X T +24.4/33.3 FSF 16X T +26.2/31.5 FSF. ALL DOOR AND WINDOW UNITS SHALL BE INSTALLED FER MANUFACTURERS SPECIFICATIONS, (WHERE APPLICABLE) THIS STRUCTURE IS LOCATED IN A WIND-BORNE DEBRIS ZONE FER T IN EDITION, FLORIDA BUILDING CODE-RESIDENTIAL. GLAZING PROTECTION (STRUCTURAL FLYWOOD PANEL, IMPACT GLASS AND / OF HURRY LANE SHI ITTERS) APE FERDINED TO REMETAL ISO
- OR HURRICANE SHUTTERS) ARE REQUIRED TO BE INSTALLED.

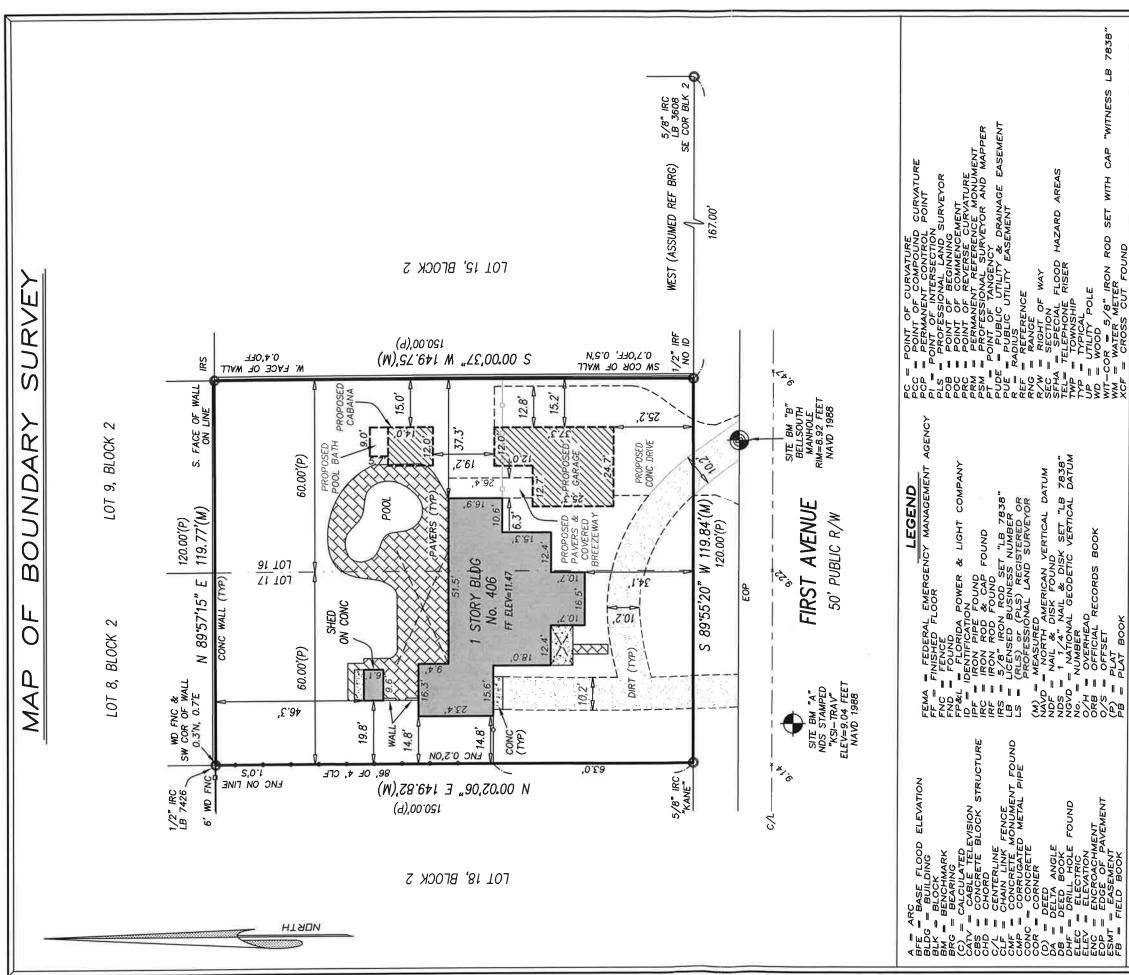


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ALIC NO. 268



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| XCF = CROSS CUT FOUND | NOTES: 1. BEARINGS BASED ON THE N. R/W LINE BEING WEST AS PER ASSUMED DATUM (SEE SKETCH) DATUM (SEE SKETCH) 2. ELEVATIONS BASED ON FLORIDA DEPARTMENT OF TRANSPORTATION 2. ELEVATIONS BASED ON FLORIDA DE FARTMENT OF 9.95 FEET NAVD 1988. 3. FLOOD ZONE "X", MAP No. 12009C0608G COMMUNITY No. 125128. MARCH 17, 2014. FLOOD ZONE INFORMATION DEPICTED HEREON IS APPROXIMATE. FEMA RETAINS SOLE AUTHORITY REGARDING BOUNDARY | 4. HORIZONTAL CLOSURE MEETS OR EXCEEDS THE ACCURACY REQUIREMENTS | FOR SUBURBAN LAND AS PER FLORIDA STATUTE 50-17-6.003 | OR RECORD UNLESS SHOWN OTHERWISE. | NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY. IF SURVEYOR HAS NOT LOCATED NOR ATTEMPTED TO LOCATE ANY UNDERGROUND UTILITIES. FOUNDATIONS, OR STRUCTURES OTHER THAN THOSE THAT MAY BE SHOWN HEREON. OR STRUCTURES OTHER THAN ONLY BOUNDARY CORNER MONUMENTS AS SHOWN HEREON ARE TO BE | 9. UNLESS OTHERWISE INDICATION AND CONSTRUCTION OF IMPROVEMENTS. BENEFIT OF A TITLE SEARCH OR ATTORNEY'S TITLE OPINION. | Kane Surveying, Inc. FLORIDA LICENSED BUSINESS No. LB 7838 505 DISTRIBUTION DRIVE MELBOURNE, FLORIDA 32904 (321) 676-0427 FAX (321) 984-1448 |
|-----------------------|---|--|--|-----------------------------------|---|--|--|
| ¥ | F MELBOURNE S RECORDED S OF BREVARD | JOB No. 40417 | FB 20-9-51 | WILCOXMB/L16B2 | | ONE UNDER MY | ET FLE CHAPTER 5J-17 FZ.027 FLORIDA DATE: 10/26/21 AND MAPPER E 1 INCH = 30 FEET |
| PB = PLAT BOOK | 2, WILCOX PLAT OI PLAT THEREOF, A 3, PUBLIC RECORDS | DATE: 8/7/20 | DATE: 10/26/21 | | IRST AVE | TACHED SURVEY WAS D | PROFESSIONAL TAND SURVEYORS IN CIT TIVE CODE PURSUANT TO SECTION 472. MUL SUMMUK DAT DAT DUR PROFESSIONAL LAND SURVEYOR AN STATE OF FLORIDA No. LS 6133 SY: JIL/JED SCALE 1 |
| TB - TIELU BOON | LEGAL DESCRIPTION: LOTS 16 AND 17, BLOCK 2, WILCOX PLAT OF BEACH ACCORDING TO THE PLAT THEREOF, AS IN PLAT BOOK 1, PAGE 58, PUBLIC RECORDS COUNTY, FLORIDA | BOUNDARY | REVISED PLOT PLAN | | CERTIFIED TO: FRANK KOFFLIN – 406 FIRST AVE | CERTIFICATION: L HEREBY CERTIFY: THAT THE SAT | DOEL A. SEYMONE CORE PURSUANT TO SECTION 472.027 FLORIDA FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 472.027 FLORIDA STATUTES. JOL SUMMUN JOEL A. SEYMOUR PROFESSIONAL LAND SURVEYOR AND MAPPER STATE OF FLORIDA No. LS 6133 DRAWN BY: JIL/JED SCALE 1 INCH = 30 F |



BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review Applicable Codes Town of Melbourne Beach Land Development Code 2020 Florida Building Code

| Date: | January 6, 2022 |
|----------------|--|
| Owner: | GOODRICH, LUKE WILLIAM; GOODRICH, SARAH LYNN |
| Owner Address: | 433 S NEPTUNE DR SATELLITE BEACH FL |
| Site Address: | 208 SECOND AVE MELBOURNE BEACH FL |
| Parcel ID: | 28-38-08-FY-7-15 |
| Zoning: | 3RS |

Proposed Project: New Single Family Dwelling. Drainage will be reviewed by Town Engineer.

References: Town of Melbourne Beach Code of Ordinances: 7A-33, Ordinance 2019-06

Request: Approval by Planning and Zoning Board, Town Commission for construction of a new single-family dwelling.

Staff Review: The property lies in Zoning District 3RS

- 1). Project is a new single-family dwelling as a principle use. The property is currently a vacant lot
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth. Lot area is 13,533.6 sq. ft. min. 10,000 sq. ft. Lot width is 90.11 ft. min. 90 ft. Lot depth is 150.19 ft. min. 100 ft.
- 3). Lot coverage has a maximum of 30% for principle structure. Lot coverage per plan is 25.5 % Footprint of Primary Structure is 3,452 sq. ft. Max allowed for Primary Structure is 4,060.1sq. ft. for Lot Area of 13,533.6 sq. ft. Minimum pervious area per lot is 30%. Pervious area is 64.9%
- 4). Structure maximum height for zoning district is 28 ft. The proposed height provided is 15.10 ft. Flood Zone X

5). Zoning District Setback requirements

Proposed Primary Structure Front Setback 25.9 ft. (min. 25 ft.) Proposed Primary Structure West Side Setback 15.4 ft. (min. 15 ft.) Proposed Primary Structure East Side Setback 15.4 ft. (min. 15 ft.) Proposed Primary Structure Rear Setback 48.8 ft. (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). Town Engineer will submit a review of drainage per Ordinance 2019-06. Town Engineer will be required for final inspection before a Certificate of Occupancy may be issued 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

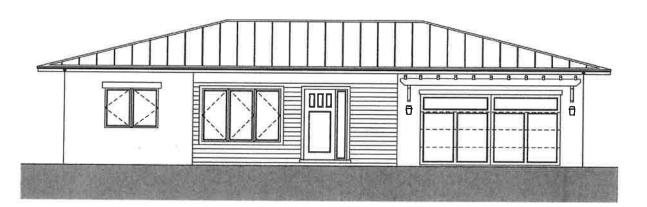
208 Second

| IMPERVIOUS | | PERVIOUS | |
|-------------------|-------|-------------------------|----------|
| Primary Structure | 3452 | Shed space | |
| Pool | | Open areas | |
| Decks | | Other | |
| Driveway | 725 | | |
| Accessory Bldg | | | |
| Concrete areas | 217 | TOTAL PERVIOUS | 8,782 |
| Pavers areas | 357.8 | | |
| Other | | | |
| | | | |
| TOTAL IMPERVIOUS | 4,752 | | |
| | | Lot Total Sq Footage | 13,534 |
| | | | |
| | | TOTAL % PERVIOUS | 0.648889 |



GOODRICH RESIDENCE

208 2nd Ave. Melbourne Beach, FL 32951



Client Information:

Luke and Sarah Goodrich 433 S. Neptune Drive Satellite Beach, FL 32937

Project Information:

208 2nd Ave Melbourne Beach, FL 32951 Lot: Lot 15 w/ ½ of Lot 14 Parcel Number: 28-38-08-FY-7-15



321.428.3869

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Architect:

MelD Studio Architecture, LLC Jeffrey K. Anderson, Architect 1542 Guava Ave. Unit A Melbourne, FL 32935 321-428-3869

Structural Engineer:

Wells-Jekabsons Engineering Chris Wells 614-546-6896

Project Narrative:

The Goodrich Residence is a single-family coastal cottage single-story home located in Melbourne Beach, FL. The Dog-Trot style of architecture influenced the layout of the residence, with the public spaces (living room/ kitchen/ dining room) separated for the private bedrooms with a porch/breezeway. The public wing of the residence features the living room, dining room, kitchen, garage, foyer, and powder bath. The bedroom wing of the residence features five bedrooms, three bathrooms, office, and laundry room. The exterior of the house features stucco, hardboard siding and a standing steam metal roof.

General Location:

Located on the north side of Second Ave, between Highway A1A and Orange Street.

General Lot Information:

Area (in acreage): 0.31

Area (in square feet): 13,533.9 SQ. FT.

Set Back Lines:

| Front: | 25'-0'' |
|-----------------|---------|
| Side: (Inside): | 15'-0'' |
| Rear: | 25'-0'' |
| | |

Zoning Classification: 3RS Single-Family Residence

Lot Dimension:

90.11' x 150.12' x 90.11' x 150.26'

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1542 GUAVA AVE., UNIT A,. MELBOURNE, FL 32935
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321.428.3869

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(a) 15



| General Project Information: Proposed Use: | Single-Story Residence | | |
|---|-----------------------------------|---|--|
| Number of Stories: | 1-Stories | | |
| Garage Spaces: | 2 | | |
| Building Height: | 15'-10" (| 15'-10" (30.79') | |
| Lot Coverage: Principal Lot Coverage: | 25.5% | Ĩ | |
| Area Calculations: | | | |
| Main Living Area: Bedroom Area: Garage: Front Porch: <u>Back Porch:</u> | 770 1,336 518 156 672 | SQ. FT. SQ. FT. SQ. FT. SQ. FT. SQ. FT. | |
| Total Conditioned Sq. Ft.: Total Unconditioned Sq. Ft.: | 2,106 1,346 | SQ. FT. SQ. FT. | |
| Total Sq. Ft.: | 3,452 | SQ. FT. | |

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j.



B.S.E. CONSULTANTS, INC.

Consulting ~ Engineering ~ Land Surveying

Scott M. Glaubitz, P.E., P.L.S. President

> Hassan Kamal, P.E. Vice President

January 18, 2022

<u>Via E-mail</u> Ms. Beth Crowell Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, FL 32951 E-mail address: building@melbournebeachfl.org

Re: Site Plan Review – 208 Second Avenue- 2nd Review B.S.E. File #11440.100.14

Dear Beth:

The resubmittal of the above referenced plan under cover letter dated 1-16-2020 (should be 2022) adequately addresses our comments.

We recommend approval with respect to the drainage plan.

Should you have any questions, feel free to contact me.

Very truly yours,

Scott M. Glaubítz, P.E., P.L.S.

Scott M. Glaubitz, P.E., P.L.S. President B.S.E. Consultants, Inc.

SMG/rc 11440.100.14_22-s5263.jan



B.S.E. CONSULTANTS, INC.

Consulting ~ Engineering ~ Land Surveying

Scott M. Glaubitz, P.E., P.L.S. President

> Hassan Kamal, P.E. Vice President

January 10, 2022

<u>Via E-mail</u> Ms. Beth Crowell Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, FL 32951 E-mail address: building@melbournebeachfl.org

Re: Site Plan Review – 208 Second Avenue B.S.E. File #11440.100.14

Dear Beth:

The report adequately addresses Town ordinances.

We are requesting minor revisions to the plans;

- 1) SE Corner, Please add elevations to the corner. As presented, it appears side lot drainage will flow directly to Second Avenue.
- 2) Please provide more than a 0.1' invert across the driveway parallel with the south property line. The contractor will need more to work with.
- 3) Please submit a revised plan. No need to resubmit the report.

Should you have any questions, feel free to contact me.

Very truly yours,

Scott M. Glaubítz, P.E., P.L.S.

Scott M. Glaubitz, P.E., P.L.S. President B.S.E. Consultants, Inc.

SMG/rc 11440.100.14_22-s5256.jan



January 16, 2020

Ms. Beth Crowell Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, FL 32951 E-mail address: building@melbournebeachfl.org

Dear Ms. Crowell,

On behalf of my client for the Goodrich Residence at 208 2nd Ave, I respectfully request the review and approval of the following comment responses. Thank you in advance for your time and efforts in reviewing the provided information and enclosed plan and report.

Scott Glaubitz and Ana Saunders

1. SE Corner, please add elevation to the corner. As proposed, it appears side lot drainage will flow directly to Second Avenue.

Response: Please see revised spot elevation 14.1' to clarify drainage split. Additionally Note No. 8 includes reference to roof drainage collection to convey to dry retention area.

2. Please provide more than a 0.1' invert across the driveway parallel with the south property line. The contractor will need more to work with.

Response: As designed the cross slope of the driveway at the low points included a 0.2' difference across the driveway. The high point return connection near the property has been revised to also provide for a 0.2' difference.

3. Please submit a revised plan. No need to resubmit the report.

Response: Enclosed, thank you for your time in review.

Thank you for your time and help in navigating us through the development process for this project. If you have any questions, please don't hesitate to contact me at (321) 652-5316.

Sincerely, Erin Trauger, P.E. Principal Civil Engineer



JAN 24'22 AMS:15

Stormwater Calculations

SUBMITTED TO: Town of Melbourne Beach

REVISION DATE:12-31-21



Erin Trauger, P.E. FL License No. 66576

208 2ND Avenue Residence

I. Introduction

The goal of this report is to detail requirements of compliance of the stormwater treatment system for the proposed improvements. The proposed singe family residence improvements include a new single-family house located at 208 2nd Avenue in the Town of Melbourne Beach, Florida. The Brevard County Property Appraiser Aerial and Details have been included for reference.

II. Existing Conditions

There is not currently a house on this lot as it is vacant but there is no existing underbrush on the lot as it is mostly cleared. There is a small low area in the back area of the lot but much of the lot drains toward Second Avenue.

III. Proposed Conditions

The proposed site improvements involve the construction of the new single family house with porch as well as an oversized driveway. A treatment swale is proposed mostly in the rear of the property to provide for stormwater treatment required on the lot. Stormwater runoff created by the impervious surface for this project will be collected onsite and directed to two dry retention swales to treat the stormwater runoff. The 10 year 24 hour storm event was evaluated using the combined volume of the swales to verify retainage of the 8" storm event.

IV. Required Stormwater Calculations

A complete summary report has been provided in the attachments to include volume calculations for the proposed stormwater system, ICPR stormwater modeling information for the 10 year 24 hour storm event and a MODRET recovery analysis to ensure the Town of Melbourne Beach stormwater requirements are met. Also included in attached calculations are the soils reports provided by KSM identifying the season high water table and the percolation text results for conditions at the property. The following considerations were included in the evaluation.

- 8" of runoff from a 10-yr/24 hour storm event was evaluated for the 0.31 acre drainage basin at 208 Second Ave (including the proposed improvements) using ICPR and zero discharge is proposed from the storm collection ponds for this storm event.
- Canaveral-Palm Beach-Urban land complex and Palm Beach sand have been determined to be the soils mapped according to the Soils Survey Map of Brevard County which is reflect in the weighted average CN value using A soil values for grass.

• The Season High Water Table information is provided in the table below and the soils report completed by KSM Engineering and Testing is provided in the attachments for review.

| Boring# | Natural Ground | Existing Ground Water Elevation | Estimated Wet Season Ground Water Table |
|---------|-------------------|---------------------------------------|---|
| P-1 | 14.1 | 5.1 | 8.1 |

- The peak stage of the storm ponds remains below the top of bank.
- The pond area is proposed to include removal of any organic build up under the ponds such that the horizontal and vertical percolation rate of 20 feet per day is maintained. Based on the soils report these high percolations rates are in place and therefore the pond volume recovery will be less than 72 hours for the 8 inch storm event.

V. Summary

As presented in the details above it has been determined that the proposed dry retention stormwater treatment system satisfies the design requirements of the Town of Melbourne Beach for the 10 year 24 hour-8 inch storm event.

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LOCATION INFORMATION

2210 Front Street Ste 204, Melbourne, fl 32901 • direct (321) 652-5316 • email erin.trauger@gmail.com



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Brevard County Property Appraiser Titusville • Viera • Melbourne • Palm Bay

PROPERTY DETAILS

Phone: (321) 264-6700 https://www.bcpao.us

| Account | 3018246 |
|------------------|--|
| Owners | GOODRICH, LUKE WILLIAM; GOODRICH, SARAH |
| Mailing Address | 433 S NEPTUNE DR SATELLITE BEACH FL 32937 |
| Site Address | 208 SECOND AVE MELBOURNE BEACH FL 32951 |
| Parcel ID | 28-38-08-FY-7-15 |
| Descetuling | 0010 - VACANT RESIDENTIAL LAND (SINGLE |
| Property Use | FAMILY, PLATTED) |
| Exemptions | NONE |
| Taxing District | 34X0 - MELBOURNE BEACH |
| Total Acres | 0.31 |
| Subdivision | WILCOX MELBOURNE BEACH |
| Site Code | 0001 - NO OTHER CODE APPL. |
| Plat Book/Page | 0001/0058 |
| Land Description | WILCOX MELBOURNE BEACH LOT 15 & W 1/2 OF LOT 14 BLK 7 |

| | VALUE SUMMARY | | |
|---------------------------|---------------|------|------|
| Category | 2021 | 2020 | 2019 |
| Market Value | \$234,000 | \$0 | \$0 |
| Agricultural Land Value | \$ 0 | \$0 | \$0 |
| Assessed Value Non-School | \$234,000 | \$0 | \$0 |
| Assessed Value School | \$234,000 | \$0 | \$0 |
| Homestead Exemption | \$0 | \$0 | \$0 |
| Additional Homestead | \$0 | \$0 | \$0 |
| Other Exemptions | \$0 | \$0 | \$0 |
| Taxable Value Non-School | \$234,000 | \$0 | \$0 |
| Taxable Value School | \$234,000 | \$0 | \$0 |

| | | <i>,</i> | |
|------------|-----------------|----------|------------|
| Date | Price | Туре | Instrument |
| 06/17/2021 | \$430,000 | WD | 9161/0454 |
| 03/07/2016 | 0 00 | DC | 9161/0442 |

No Data Found

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DATA AND CALCULATIONS

2210 Front Street Ste 204, Melbourne, fl 32901 • direct (321) 652-5316 • email erin.trauger@gmail.com

STORMWATER CALCULATIONS

Post-Development Drainage Basin Data: Type A Soils

| Cover Type | Area (acres) | CN Value |
|------------|--------------|----------|
| Impervious | 0.11 | 86 |
| Pervious | 0.20 | 39 |
| | | |
| Total Area | 0.31 | 60 |

Stage/Storage Volume of Dry Retention Pond: Elevation

| (Feet) | Area (Sq. Ft.) | Avg. Area (Sq. Ft.) | Volume (Cu. Ft.) | Sum. Volume (Cu. Ft.) |
|--------|-------------------|------------------------|---------------------|--------------------------|
| | | | | |
| 14.00 | 3,455 | | 2,763 | 2,763 |
| | | 2,763 | | |
| 13.00 | 2,070 | | 0 | 0 |
| | | | | |
| | | | | |

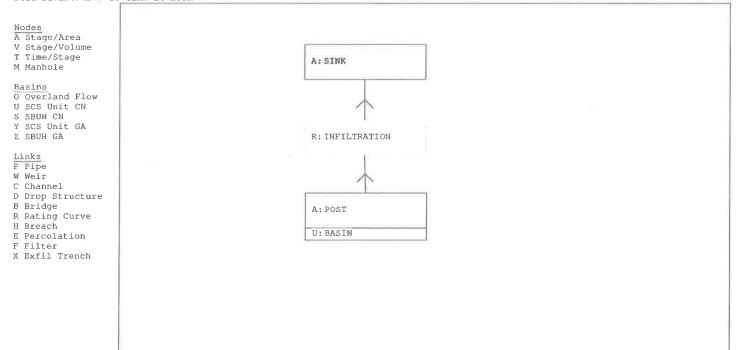
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POST DEVELOPMENT 10 YEAR 24 HOUR

| Name | Group | Simulation | Max Time Stage hrs | Max Stage ft | Warning Ma Stage ft | ax Delta Stage ft | Max Surf Area ft2 | Max Time Inflow hrs | Max Inflow cfs | Max Time Outflow hrs |
|----------|-------|------------|--------------------------|--------------------|---------------------------|-------------------------|-------------------------|---------------------------|----------------------|----------------------------|
| POST | BASE | 10 YR | 14.63 | 13.65 | 14.00 | 0.0050 | 3034 | 12.08 | 0.77 | 0. 0 0 |
| SINK | BASE | 10 YR | 29.99 | 8.86 | 13.00 | 0.0007 | 13504 | 0.00 | 0.30 | 0. 0 0 |

Interconnected Channel and Pond Routing Model (ICPR) ©2002 Streamline Technologies, Inc.

4

POST DEVELOPMENT 10 YEAR 24 HOUR

| | : BASIN | | POST | Status: On: | site |
|---|--|--|---|---|-------------------------|
| Unit H | : BASE Hydrograph: Uh32: | 3 | | actor: 323.0 | |
| Rainfall A | nfall File: Amount(in): 0.000 Area(ac): 0.310 cve Number: 60.00 DCIA(%): 0.00 | 0 0 | Storm Duration(Time of Conc(Time Shift(Jax Allowable Q(| min): 10.00 | |
| Nodes | | R. BR. SK. PH. SK. SK. SK. SK. SK. AK. AK. SK. SK. SK. SK. SK. | SIGNA DE | . Det das das alle alle alle dat das dat das | |
| Name: PC Group: BA Type: St | | Base Flow(cfs | a): 0.000 | Init Stage(ft): 1 Warn Stage(ft): 1 | |
| Stage(ft |) Area(ad | | | | |
| 13.00 14.00 | 0.050 | 00 | | | |
| Name: SI Group: BA | NK | Base Flow(cfs | | Init Stage(ft): 6 Warn Stage(ft): 1 | 3.100 |
| |) Area(ac | | | | |
| 8.10 13.00 | | 00 | | | |
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| Operating Name: IN Type: Ra nction: Ti | Tables FILTRATION ting Curve me vs. Discharge) Discharge(cfs 0 0.3 0 0.2 4 0.0 8 0.0 | Group: BASE | NO DE UN REAL DE DE DE REAL DE REAL DE REAL DE RE | ne het het die and het het het het het die het het het die die het die het het het het het het het het het he | a bia 206 206 106 206 1 |
| Operating Name: IN Type: Ra nction: Ti Time(hrs 0.0 3.7 12.2 20.7 29.3 Rating Cu | <pre>Tables ====================================</pre> | Group: BASE | | | |
| Operating Name: IN Type: Ra notion: Ti Time(hrs 0.0 3.7 12.2 20.7 29.3 Rating Cu | <pre>Tables ====================================</pre> | Group: BASE | POST | | |
| Operating Name: IN Type: Ra nction: Ti Time(hrs 0.0 3.7 12.2 20.7 29.3 Rating Cu Name: Group: | Tables FILTRATION ting Curve me vs. Discharge) Discharge(cfs 0 0.3 0 0.2 4 0.0 8 0.0 2 0.0 rves INFILTRATION BASE TABLE INFILTRATION | Group: BASE | POST | Count: 1 | |
| Operating Name: IN Type: Ra nction: Ti Time(hrs 0.0 3.7 12.2 20.7 29.3 Rating Cu Name: Group: #1: #1: #2: #3: #4: | Tables FILTRATION ting Curve me vs. Discharge) Discharge(cfs 0 0.3 0 0.2 4 0.0 8 0.0 2 0.0 rves INFILTRATION BASE TABLE INFILTRATION Simulations | Group: BASE Group: BASE Group: BASE From Node: To Node: ELEV ON (ft) 0.000 0.000 0.000 0.000 0.000 | POST SINK ELEV OFF(ft) 0.000 0.000 0.000 0.000 0.000 | Count: 1 | .h |
| Operating Name: IN Type: Ra nction: Ti Time(hrs 0.0 3.7 12.2 20.7 29.3 Rating Cu Name: Group: #1: #2: #3: #4: Hydrology Name: | Tables FILTRATION ting Curve me vs. Discharge) Discharge(cfs 0 0.3 0 0.2 4 0.0 8 0.0 2 0.0 rves INFILTRATION BASE TABLE INFILTRATION Simulations | Group: BASE Group: BASE From Node: To Node: ELEV ON(ft) 0.000 0.000 0.000 0.000 | POST SINK ELEV OFF(ft) 0.000 0.000 0.000 0.000 0.000 | Count: 1 Flow: Bot | .h |

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POST DEVELOPMEMT 10 YEAR 24 HOUR

| Time(hrs) | Print Inc(min) | | | |
|--------------------------|--|----------------|--|---------|
| 30.000 | 5.00 | | | |
| ==== Routing \$ | Simulations | | | |
| | : 10 YR : E:\ICPR\10 YR.I32 | Hydrology Sim: | 10 YR 24 HR | |
| Execute: Alternative: | : Yes Restar : No | t: No | Patch: No | |
| | elta Z(ft): 1.00 Optimizer: 10.000 | | Delta Z Factor: | 0.00500 |
| Start Min Calc | Time(hrs): 0.000 Time(sec): 0.5000 ary Stages: | Max | End Time(hrs): Calc Time(sec): Boundary Flows: | |
| Time(hrs) | Print Inc(min) | | | |
| | 15.000 | | | |
| Group | Run | | | |
| BASE | Yes | | | |

MODRET

SUMMARY OF UNSATURATED & SATURATED INPUT PARAMETERS

PROJECT NAME: 208 2nd Ave POLLUTION VOLUME RUNOFF DATA USED UNSATURATED ANALYSIS INCLUDED

| Groundwater Control Features - Y/N | N | N | Ν | Ν |
|---|-----------|--------------------------|------|------------|
| Hydraulic Control Features: | Тор | Bottom | Left | Right |
| Avg. Effective Storage Coefficient of Pond/Exfiltration | on Trench | | | 1.00 |
| Avg. Effective Storage Coefficient of Soil for Saturat | | 0.23 | | |
| Saturated Horizontal Hydraulic Conductivity | | 20.00 ft/d | | |
| Factor of Safety | | 2.00 | | |
| Unsaturated Vertical Hydraulic Conductivity | | | | 20.00 ft/d |
| Avg. Effective Storage Coefficient of Soil for Unsatu | | 0.23 | | |
| Design High Water Level Elevation | | 14.00 ft | | |
| Elevation of Pond Bottom | | 13.00 ft | | |
| Elevation of Starting Water Level | | | | 13.00 ft |
| Elevation of Seasonal High Groundwater Table | | 8.10 ft | | |
| Elevation of Effective Aquifer Base | | 0.00 ft | | |
| Pond Length to Width Ratio (L/W) | | 2.00 | | |
| Pond Volume between Bottom & DHWL | | 2,763.00 ft ³ | | |
| Pond Bottom Area | | 2,070.00 ft ² | | |

| • | | | |
|------|------------------------|--------------------------------------|---|
| N | N | N | N |
| 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 |
| N | N | N | N |
| 0.00 | 0.00 | 0.00 | 0.00 |
| | N 0.00 0.00 N | N N 0.00 0.00 0.00 0.00 N N | N N N 0.00 0.00 0.00 0.00 0.00 0.00 N N N |

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Distance to Edge of Pond Elevation of Water Level

Impervious Barrier - Y/N Elevation of Barrier Bottom

MODRET

TIME - RUNOFF INPUT DATA

PROJECT NAME: 208 2ND AVE

| STRESS PERIOD NUMBER | INCREMENT OF TIME (hrs) | VOLUME OF RUNOFF (ft³) |
|----------------------------|-------------------------------|------------------------------|
| Unsat | 2.70 | 2,332.89 |
| 1 | 1.00 | 430.11 |
| 2 | 8.54 | 0.00 |
| 3 | 8.54 | 0.00 |
| 4 | 8.54 | 0.00 |
| 5 | 8.54 | 0.00 |
| 6 | 8.54 | 0.00 |
| 7 | 8.54 | 0.00 |
| 8 | 8.54 | 0.00 |
| 9 | 8.54 | 0.00 |

MODRET

SUMMARY OF RESULTS

| PRO. | JECT NAME : 208 2 | | |
|------------------------------|--|--|---|
| WATER ELEVATION (feet) | INSTANTANEOUS INFILTRATION RATE (cfs) | AVERAGE INFILTRATION RATE (cfs) | CUMULATIVE OVERFLOW (ft³) |
| 8.100 | 0.000 * | | |
| | | 0.00000 | |
| 8.100 | 0.27926 | | |
| 40.000 | | 0.23467 | |
| 13.000 | 0.19008 | 0.00722 | 0.00 |
| 13,000 | 0.06787 | 0.08732 | 0.00 |
| 15.000 | 0.00787 | 0.04841 | 0.00 |
| 13.000 | 0.04078 | 0.01011 | 0.00 |
| | | 0.03315 | |
| 13.000 | 0.02913 | | 0.00 |
| | | 0.02511 | |
| 13.000 | 0.02250 | | 0.00 |
| | | 0.01988 | |
| 13.000 | 0.01819 | | 0.00 |
| 12.000 | 0.01524 | 0.01649 | |
| 13.000 | 0.01524 | 0.01200 | 0.00 |
| 13 000 | 0.01304 | 0.01399 | 0.00 |
| 15.000 | 0.01501 | 0.01208 | 0.00 |
| 10.015 | | 0101200 | 0.00 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | WATER ELEVATION (feet) 8.100 8.100 13.000 13.000 13.000 | WATER ELEVATION (feet) INSTANTANEOUS INFILTRATION RATE (cfs) 8.100 0.000 * 8.100 0.27926 13.000 0.19008 13.000 0.06787 13.000 0.04078 13.000 0.02913 13.000 0.02250 13.000 0.01819 13.000 0.01524 13.000 0.01304 | ELEVATION (feet) INFILTRATION RATE (cfs) INFILTRATION RATE (cfs) 8.100 0.000 * 0.00000 8.100 0.27926 0.23467 13.000 0.19008 0.23467 13.000 0.19008 0.08732 13.000 0.06787 0.04841 13.000 0.04078 0.03315 13.000 0.02913 0.03315 13.000 0.02250 0.01988 13.000 0.01819 0.01988 13.000 0.01524 0.01399 13.000 0.01524 0.01399 13.000 0.01304 0.01208 |

Maximum Water Elevation: 13.000 feet @ 3.70 hours * Time increment when there is no runoff Maximum Infiltration Rate: 7.338 ft/day Recovery @ 0.000 hours

Analysis Date: 1/3/2022

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SOILS REPORT AND MAP INFORMATION

2210 Front Street Ste 204, Melbourne, fl 32901 • direct (321) 652-5316 • email erin.trauger@gmail.com

Headquarters 723 Progress Way Sanford, FL. 32771



Mailing C.A. # 5693 KSMengineering.net

October 7, 2021

Luke Goodrich c/o Meld Studio Architecture, LLC Jeff Anderson 1542 Guava Avenue Melbourne, FL 32935

Re: 208 Second Avenue Melbourne Beach, Florida KSM Project #: 217327-b&p

Dear Mr. Goodrich:

As requested, KSM Engineering & Testing has performed a subsurface investigation at the referenced site. Presentation of the data gathered during the investigation, together with our geotechnical related opinions, are included in this report.

Site Description:

At the time of drilling, the site was found to be fairly flat with moderate underbrush and several scattered palm trees.

Project Description:

It is our understanding that a one- or two-story single-family residence is planned to be constructed on the site. Due to the preliminary nature of this report, detailed structural plans are not available. Loads from the structure are planned to be transferred to the ground by conventional shallow footings. Although we were not furnished with design structural loading conditions or a foundation plan, we estimate the maximum loading will be less than 2,500 pounds per linear foot along the wall foundation and less than 32 kips acting on any individual column.

We anticipate 1 to 2 feet of additional site fill will be required to reach the desired grades.



The scope of our study consisted of the following:

- 1. Performed Standard Penetration Test borings (SPT) and a percolation boring (PB) in the general proposed construction area to estimate the subsoil relative density.
- 2. Measured the observed groundwater level at each boring.
- 3. Evaluated the discovered subsurface conditions with respect to the proposed construction and provided recommendations for site preparation and foundation design.
- 4. Obtain Shelby tube soil samples per each soil type discovered to a depth of 5 feet below existing grade to perform both a constant head horizontal and vertical permeability tests in our laboratory.
- 5. Perform engineering calculations to determine the permeability coefficient "K" values along with estimates for the elevation of wet-season and dry-season water tables for the percolation test locations.
- 6. Prepared this report to document our findings

Site Investigation:

The site investigation program consisted of performing four (4) Standard Penetration Test borings, one (1) percolation boring in the proposed construction areas. The borings were terminated at a depth of 15 feet below grade and their locations are indicated on the attached location plan.

The SPT borings were completed in general accordance with procedures described in ASTM D-1586. Also, the groundwater table was allowed to stabilize and the depth of the groundwater elevation recorded from existing grade.

The records of the soils encountered, the penetration resistances and groundwater level are shown on the attached logs.

Engineering Evaluation and Conclusions:

Based on the information obtained from this site investigation, we are pleased to offer the following evaluation:

The boring logs indicate the subsurface soils consist mostly of fine-grained sand and slightly silty fine to coarse-grained sand. "N" values recorded during the boring operation indicate the discovered soil density was generally loose at the surface to a depth of 4 feet below grade and medium dense from 4 to 15 feet below grade (boring terminus). Please refer to the soil boring logs for specific information relative to the soil description.



Based on the existing soil conditions, the proposed structure can be supported on a shallow foundation system provided that the site is properly prepared.

The following sections provide recommendations for the site preparation and foundation design.

Site Preparation:

<u>Site Subgrade Preparation</u> – Due to the near surface loose soils, KSM recommends that the building site subgrade be prepared for construction of the foundations and floor slabs-ongrade by improving the in-place density of the soil that will support the structure within the zone where the stress from the structures will be primarily distributed. KSM has assumed that the proposed finished floor of the structure lay above the discovered land surface level. The following earthwork procedure is recommended.

- 1. The proposed construction area, plus a minimum margin of five feet beyond the proposed limit of construction, should initially be prepared by removing any organic materials including roots and surface vegetation. Stumps, if encountered, should be removed entirely.
- The exposed surface, created in step 1 above, should be graded level and proofrolled to compact the subgrade. Sufficient passes of the roller should be made to produce an in-place dry density that equals or exceeds 95 percent of the Modified Proctor (ASTM D-1557) maximum dry density to a depth of 2 feet below the proofrolled surface.
- 3. Upon completion of the proofrolling operation, the exposed surface should be filled to produce the desired line and grades of the building pad. Fill should consist of sandy soil containing less than 10% material that passing through the U.S. Standard no. 200 sieve and is free of debris and organic material. The fill should be placed in level lifts not more than 12-inches thick, moisture conditioned, and compacted to attain an inplace dry density that equals or exceeds 95 percent of the Modified Proctor (ASTM D-1557) maximum dry density.
- 4. Excavate the compacted pad to the proposed foundation subgrade elevation. The exposed footing subgrade should then be compacted to attain an in-place dry density that equals or exceeds 95 percent of the Modified Proctor (ASTM D-1557) maximum dry density, to depth of 36 inches below the footing subgrade surface. This can best be achieved by making several passes with a "Jumping Jack" impact type compactor.
- 5. Following the successful completion of the preparation of the foundation subgrade, foundation forms (if used) and steel reinforcement should be placed, and the foundation concrete should be cast, as necessary. Any backfill that is placed adjacent to the foundations, as well as backfill placed in utility trench excavations within the building pad, should be likewise compacted to attain or exceed 95 percent of the Modified Proctor (ASTM D-1557) maximum dry density.



<u>Compaction Equipment</u> - KSM does not recommend using heavy vibratory equipment on this site, due to the proximity of the neighboring structures and the potential that ground vibrations created by the compaction machinery might be transmitted and cause damage to the nearby structures. Accordingly, non-vibratory compaction methods are preferred to perform the recommended earthwork delineated above.

<u>Compaction Testing</u> - In-place density of the compacted soil can be verified using a nuclear density gauge or any other ASTM approved method to determine percent compaction. It is our recommendation that compaction tests in the excavated footings should be conducted prior to placement of any steel or concrete and conducted at every column footing and once for every 100 linear feet of footing trench.

Subgrade and each lift (12" max) of fill should be tested for compaction at a frequency of no less than one test per 2,500 sf of building area, per lift and one test per 10,000 sf of pavement area, per lift with a minimum of 4 tests in each area prepared. The placement and frequency of testing can be modified at the discretion of the site contractor and the onsite soils technician based on the requirements of the project as stated by the Engineer of Record.

Foundation:

Provided that our recommendations for site preparation are followed, the proposed structure may be supported on conventional concrete, steel reinforced footings designed for an allowable soil bearing pressure of 2,500 pounds per square foot, or less.

With the foundation properly designed and the site properly prepared, we anticipate total settlements less than ³/₄ of an inch and differential settlement of less than ¹/₄ of an inch. The majority of the settlement should occur during construction. This is based on the assumed loading shown on the front page of this report, a minimum continuous footer width of 18 inches and a minimum footer embedment depth of 14 inches. If the loading or footer dimensions are to vary from these parameters, please contact our office for additional settlement calculations.

Monolithic footings are very sensitive to eccentric wall loading and are notorious for producing differential settlements if not properly designed by the Structural Engineer. The soil pressure at the exterior edge of the footing should not exceed the specified allowable soil pressure and the soil pressure at the interior edge of the footing is always compressive (based on the principle of having no tension in the soil). Therefore, it is important to have the structural engineer verify the footer does not exceed the soil pressure given.



Floor Slabs:

A conventional slab-on-grade can be used in the "at grade" portion of the building. We recommend the disturbed subgrade below the floor slab be re-compacted to 95 percent of the modified Proctor maximum dry density (ASTM D 1557) prior to placement of the concrete. We recommend that control joints be incorporated in the slab at frequent intervals to control shrinkage cracks.

A moisture barrier is recommended beneath the floor slab to prevent moisture migration from the underlying soil resulting in dampness of the slab.

Soil Percolation and Water Tables:

One in-field permeability test was performed in general conformance with the South Florida Water Management District described procedures for the 'Usual Open-Hole Test' method.

The horizontal and vertical permeability flow rates were determined by excavating a test pit adjacent to the soil profiles and obtaining undisturbed shelby tube samples. We then performed constant head permeability tests on the field samples in our laboratory.

All these tests were performed to evaluate the drainage characteristics of the soils for this particular test location. The results of these test can be found in the following tables.

| Usual Open-Hole Test Results | | | | |
|--------------------------------------|---|--|--|--|
| Test Location (See Location Plan) | Hydraulic Conductivity (CFS/SF- Ft Head) | | | |
| P-1 | 1.1 x 10 ⁻³ | | | |

NOTES:

1) The above hydraulic conductivity values are for a French drain installed to a depth of 5 feet. The designer should apply the appropriate factor of safety.

2) A hole diameter of 3" was used in the computation of the Hydraulic Conductivity values presented in the above table.

| Co | nstant Head Permeabili | ty Results ASTM D 2434 | |
|--------------------------------------|---------------------------------|-------------------------------|---------------------|
| Test Location (See Location Plan) | Horizontal Flow Rate (in/hr) | Vertical Flow Rate (in/hr) | Layer Depth (in) |
| | 11.7 | 10.3 | 0-30 |
| P-1 | | 20.8 | 30-48 |
| | | 43.3 | 48-60 |

KSM ENGINEERING AND TESTING

| | Water Tab | le Observations | |
|--------------------------------------|-------------------------|-------------------------------------|-------------------------------------|
| Test Location (See Location Plan) | Observed Water Table | Estimated Wet Season Water Table | Estimated Dry Season Water Table |
| P-1, PB-1 | 108" Below Grade | 72" Below Grade | 108" Below Grade |

This estimate is based upon our interpretation of existing site conditions and a review of the USDA Soil Survey for Brevard County, Florida. The majority of the site soils are mapped as (25) Canaveral-Palm Beach-Urban land complex and (42) Palm Beach sand, according to the Soil Survey Map of Brevard County, Florida.

Hydrologic Soil Group Classification:

The soils in the test locations can be classified in accordance with Chapter 7, Part 630 of the USDA National Engineering Handbook as follows:

| Test Location (See Location Plan) | Hydrologic Soil Group |
|--------------------------------------|-----------------------|
| P-1 | A |

The soils in test location P-1 are part of the hydrologic soil group "A" due to the low fines content in the soil, the relatively high hydraulic conductivity rates of the soils, the absence of a water impermeable layer and the depth to high season water table which is greater than 40 inches from the surface.

Note that the Hydrologic Soil Group is a dynamic classification which changes with the conditions of the site at any given moment. Changes in water table elevation as well as changes in the ground elevations of the site can affect the hydrologic soil group for any particular location.

Porosity

The material we encountered in the field was fine grained sand which was loose in density so a value of 0.37 can be used as an estimated porosity value.

This estimate is based upon our interpretation of existing site conditions and our experience with the porosity of similar materials. If the in situ field porosity of any layer is required, please contact our office for further investigation.



Closure:

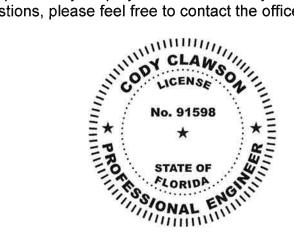
Based upon our subsurface investigation at the above-mentioned project location, the reliance of the recommendations presented within this signed and sealed report is predicated on KSM representative's involvement to verify that not only have the soils been prepared following the indicated recommendations, but the foundations are installed in compliance within the parameters indicated. The Structural Engineer of Record is responsible for confirming that the estimated capacities provided are adequate for the anticipated loading. If additional capacity is required, KSM is to be notified so that our recommendations can be amended as required.

This report has been prepared in accordance with generally accepted soil and foundation engineering practices based on the results of the test borings and the assumed loading conditions. No warranties, either expressed or implied, are intended or made. This report does not reflect any variations which may occur between the borings. If variations appear evident during the course of construction, it would be necessary to re-evaluate the recommendations of this project.

Environmental conditions, wetland delineation, water quality, karst activity and municipal requirements are not a part of this report.

We are pleased to be of assistance to you on this phase of your project. When we may be of further service to you or should you have any questions, please feel free to contact the office.

Respectfully,



Cody C. Clawson, P.E. Geotechnical Engineer Florida Lic. No. 91598

CCC/cv/MDM

Email to: jeff@meldarch.com; erin.trauger@gmail.com

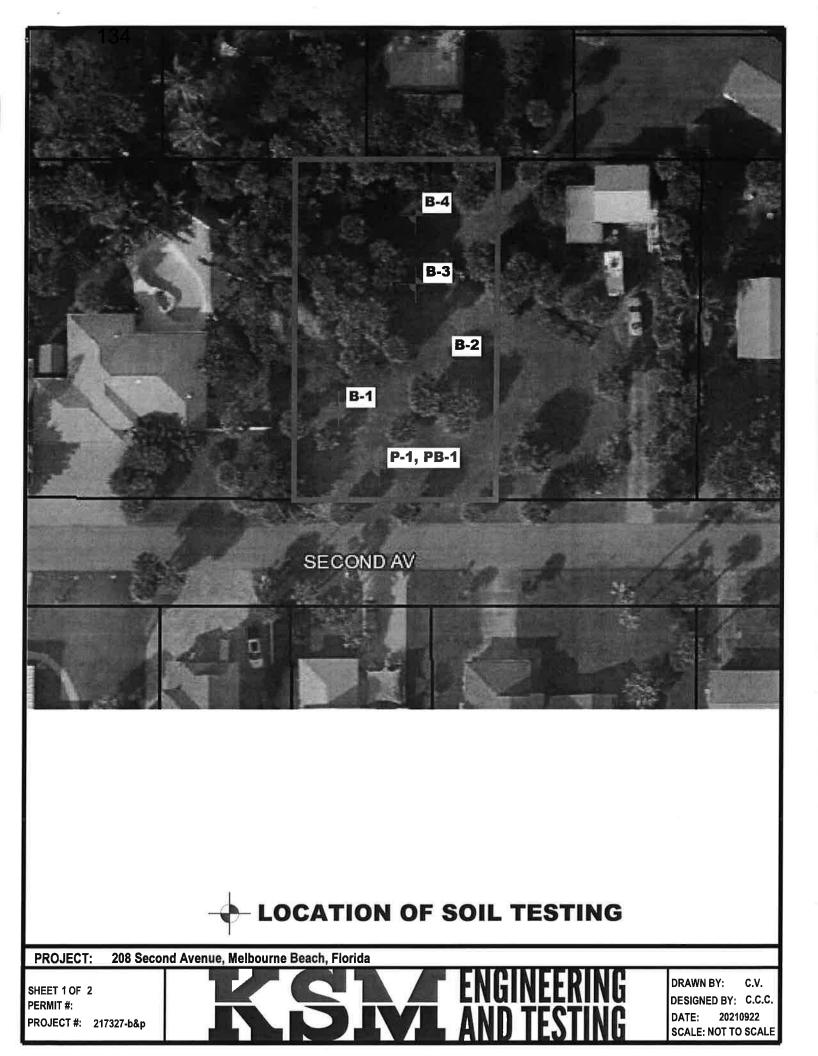
| 129 KSM Engineering & Testing P.O. Box 78-1377 Sebastian, FL 32978 Tel: (772)-589-0712 Fax: (772)-589-6469 | BORING NUMBER B-1 PAGE 1 OF 1 |
|---|---|
| CLIENT Luke Goodrich c/o Meld Studio Architecture, LLC | PROJECT NAME 208 Second Avenue |
| PROJECT NUMBER 217327-b&p | PROJECT LOCATION Melbourne Beach, Florida |
| DATE STARTED _9/21/21 COMPLETED _9/21/21 | GROUND ELEVATION HOLE SIZE |
| DRILLING CONTRACTOR | GROUND WATER LEVELS: |
| DRILLING METHOD Split Spoon Sample | Z AT TIME OF DRILLING 8.17 ft |
| LOGGED BY MS/HM CHECKED BY CCC | |
| NOTES See Attached Location Plan | AFTER DRILLING |
| MATERIAL DESCRIPTION | Barry Share Share |
| Yellowish Brown Sand | |
| Light Brown Sand | SS 2-3-3 (6) 3-5-4 |
| 5 | |
| | SS 5-5-6 (11) |
| o Brown Sand with Traces of Shell Fragments □ □ □ □ □ | ss 5-7-6 (13) |
| | SS 5-4-5 (9) |
| Brown Sand, Slightly Silty with Traces of Shell Fragme | nts SS 7-8-8 (16) |
| | SS 13-15-14 (29) |
| Bottom of borehole at 15.0 feet. | |

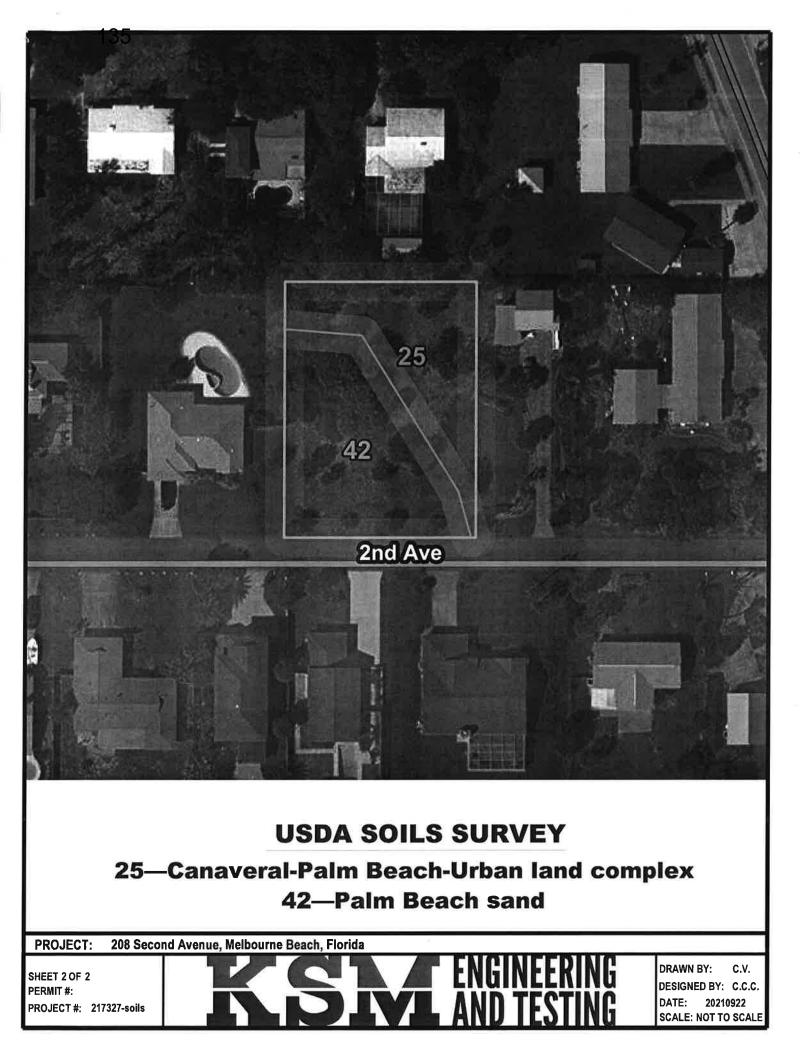
| | 130 KS | SM Engineering & Testing P.O. Box 78-1377 Sebastian, FL 32978 Tel: (772)-589-0712 Fax: (772)-589-6469 | | | | | BC | RIN | IG NI | | ERB | |
|-----------------|----------------|---|--------|-----------------------|---------------------|-----------------------------|----------------------|-----------------------|---------------------------------------|---|--|-----------------|
| CLIEN | NT_LL | uke Goodrich c/o Meld Studio Architecture, LLC | PROJEC | | 208 | Second Av | enue | | | | | |
| | | UMBER | | | | | | h, Flor | ida | | | |
| DATE | | COMPLETED 9/21/21 COMPLETED 9/21/21 | GROUNE | ELEVA | TION | | | HOLE | SIZEi | nches | | |
| DRILL | ING C | CONTRACTOR | GROUNE | WATER | | LS: | | | | | | |
| 1 | | IETHOD Split Spoon Sample | ҄҄҄⊻ат | TIME OF | DRIL | LING 8.42 | 2 ft | | | | | |
| | | Y MS/HM CHECKED BY CCC | AT | END OF | DRILL | .ING | | | | | | |
| NOTE | S Se | e Attached Location Plan | AF | TER DRI | LLING | | | | | | | |
| o DEPTH (ft) | GRAPHIC LOG | MATERIAL DESCRIPTION | | SAMPLE TYPE NUMBER | RECOVERY % (RQD) | BLOW COUNTS (N VALUE) | POCKET PEN. (tsf) | DRY UNIT WT. (pcf) | ▲ S 20 PL 20 □ FINE 20 | SPT N V/ 40 40 40 55 CONT 40 | 60 80 LL 60 80 ENT (% |)) () [] |
| | | Brown Sand | | | | | | | 1 | | 1 1 | |
| | | | | Xss | | 2-2-4 (6) | | | A | | <u>.</u> | |
| | | Light Brown Sand | | | | | | | | andaraa | 11 | |
| e e | | | | X ss | | 4-3-3 (6) | | | . | | ļģ | |
| 5 | | | | | | 457 | | | . | | <u></u> | |
| | | | | Xss | | 4-5-7 (12) | | | ∳ .≟ | | ļļ | 4400A |
| | | | | X ss | | 5-4-7 | | | | seebersee | in de la composición de la com | 9043049 |
| | <u>، ح</u> | ∠ Brown Sand with Traces of Shell Fragments | | M 33 | | (11) | | | l 1 | er freere | †i | 36989 |
| 10 | • () | | 1 | X ss | | 4-4-6 | | | | | | 10.53N |
| | 0 | | ł | \square | | (10) | | | 1 | i i i i i i i i i i i i i i i i i i i | | |
| | 0 | | | X ss | | 8-12-19 (31) | | | | N | | |
| | .0. | Brown Sand, Slightly Silty with Traces of Shell Fragments | | <u></u> | | (31) | | | | | | |
| | | | | ss | | 7-6-8 (14) | | | ~ | | | inita. |
| | | Bottom of borehole at 15.0 feet. | , | | | | | 5 13 | | | | |
| | | | | | | | | | | | | |

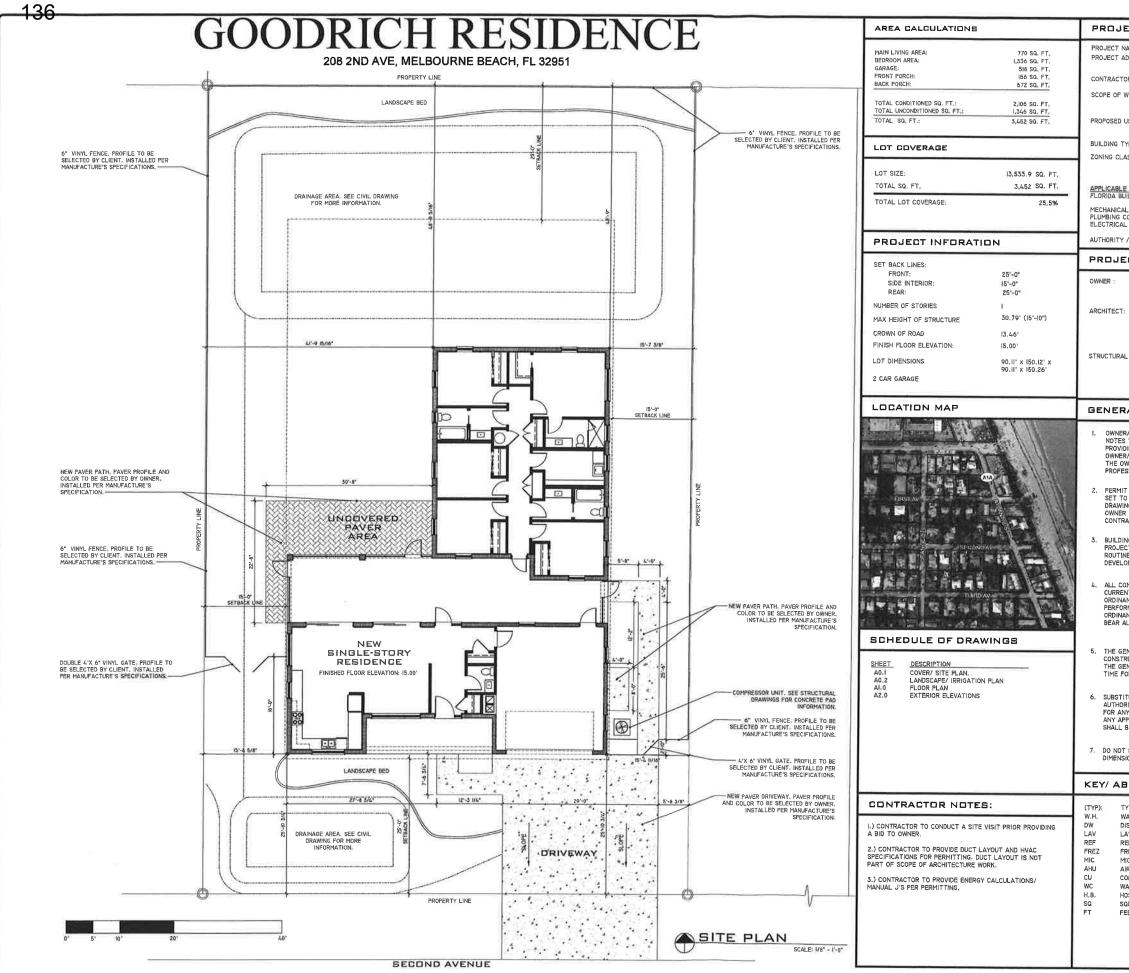
| | 131 | | | | | | | |
|--|-----------------------------------|--|---------------------------|---------------------|-----------------------------|----------------------|-----------------------|---|
| | KSM | KSM Engineering & Testing P.O. Box 78-1377 Sebastian, FL 32978 Tel: (772)-589-0712 Fax: (772)-589-6469 | | | | BO | RIN | IG NUMBER B-3 PAGE 1 OF 1 |
| | CLIENT Luke Goodri | ch c/o Meld Studio Architecture, LLC | PROJECT NAME | 208 | Second Ave | nue | | |
| | PROJECT NUMBER | 217327-b&p | PROJECT LOCAT | | Melbourne E | Beach | , Flori | da |
| | DATE STARTED 9/2 | 1/21 COMPLETED 9/21/21 | GROUND ELEVA | | | | HOLE | SIZE inches |
| | DRILLING CONTRACT | TOR | GROUND WATER | LEVE | LS: | | | |
| | DRILLING METHOD | Split Spoon Sample | \overline{Y} at time of | DRIL | LING 8.33 | ft | | |
| | LOGGED BYMS/HM | CHECKED BY _CCC | AT END OF | DRILL | ING | | | |
| | NOTES See Attached | d Location Plan | AFTER DRI | LLING | | | | |
| | o DEPTH (ff) GRAPHIC LOG | MATERIAL DESCRIPTION | SAMPLE TYPE NUMBER | RECOVERY % (RQD) | BLOW COUNTS (N VALUE) | POCKET PEN. (tsf) | DRY UNIT WT. (pcf) | ▲ SPT N VALUE ▲ 20 40 60 80 PL MC LL 20 40 60 80 □ FINES CONTENT (%) □ 20 40 60 80 |
| İ | Brown | i Sand | | | | | | |
| Ì | | | X ss | 1 | 2-2-3 | | | A |
| | Light E | Brown Sand | <u></u> | | (5) | | | |
| | | | X ss | | 3-4-5 | | | |
| | 5 | | | | (9) | | | |
| <u>a</u> | . 1991 | | X ss | | 4-5-6 (11) | | | |
| S.P. | | | | | (11) | | | |
| 327- | | Sand with Traces of Shell Fragments | X ss | | 4-6-6 (12) | | | |
| N21 | > | | | | | | | |
| 2 T S | 10 0 | | X ss | | 5-5-7 (12) | | | ∳ |
| STIC | 00 | | | | | | | |
| Ž | 5 | Sand, Slightly Silty with Traces of Shell Fragments | X ss | | 5-8-7 (15) | | | |
| \soll | •\Br | Sand, Signay Silly with Traces of Shell Fragments | | 1 1 | | | | |
| 17327 | | | X ss | | 10-15-17 | | | ·····••••••••••••••••••••••••••••••••• |
| ER | 15 <u> / </u> | Bottom of borehole at 15.0 feet. | | | (32) | | 2 | |
| SERV | | | | | | | | |
| KSM- | | | | | | | | |
| OCS (| | | | | | | | |
| 21 DC | | | | | | | | |
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| LOIS - GINI S ID US LAB. GDT - 9/22/21 14:29 - K.IKSM FILES/21 DOCS (KSM-SERVER)/217327/SOIL INVESTIGATION/217327-88P. GPJ | | | | | | | | |
| 31 | | | | | | | | |

| | SM P.O. Box 78-1377 Sebastian, FL 32978 Tel: (772)-589-0712 Fax: (772)-589-6469 uke Goodrich c/o Meld Studio Architecture, LLC | |
|-----------------------------------|--|--|
| | NUMBER 217327-b&p | |
| 1 | COMPLETED <u>9/21/21</u> | GROUND ELEVATION HOLE SIZE Inches |
| | METHOD _Split Spoon Sample | |
| | Y MS/HM CHECKED BY CCC | |
| 1 | e Attached Location Plan | AFTER DRILLING |
| o DEPTH (ft) GRAPHIC LOG | MATERIAL DESCRIPTION | BAMPLE TYPE SAMPLE TYPE NUMBER RECOVERY SAMPLE TYPE SAMPLE TYPE |
| | Brown Sand | SS 1-3-2 (5) |
| 5 | Light Brown Sand | SS 3-5-5 (10) |
| | | SS 4-4-3 (7) 4-6-7 |
| | $\underline{\nabla}$ Brown Sand with Traces of Shell Fragments | $\begin{array}{c c} & SS \\ \hline & (13) \\ \hline & SS \\ \hline & 5-6-7 \\ (12) \\ \hline \\ & (12) \\ \hline \\ & \\ & \\ \end{array}$ |
| | Brown Sand, Slightly Silty with Traces of Shell Fragments | (13) (13) 7-9-11 (20) |
| | Bottom of borehole at 15.0 feet. | SS 12-10-10 (20) |

| KSM s | SM Engineering & Testing .O. Box 78-1377 ebastian, FL 32978 el: (772)-589-0712 ax: (772)-589-6469 | | | E | BOR | INC | PAGE 1 OF |
|------------------------|---|-----------------------|---------------------|-----------------------------|----------------------|-----------------------|---|
| | n c/o Meld Studio Architecture, LLC | PROJECT NAME | 208 S | Second Ave | enue | | |
| | 17327-b&p | | | | | , Flori | da |
| | 21 COMPLETED 9/21/21 | | | | | | |
| | DR | | | | | | |
| | plit Spoon Sample | | | |) ft | | |
| | CHECKED BY CCC | | | | | | |
| OTES See Attached | | AFTER DRILL | | | | | |
| (ft) GRAPHIC LOG | MATERIAL DESCRIPTION | SAMPLE TYPE NUMBER | RECOVERY % (RQD) | BLOW COUNTS (N VALUE) | POCKET PEN. (tsf) | DRY UNIT WT. (pcf) | ▲ SPT N VALUE ▲ 20 40 60 80 PL MC LL 20 40 60 80 □ FINES CONTENT (%) 20 40 60 80 |
| | Sand with Traces of Roots | X ss | | 2-2-2 (4) | | | •••••••••••••••••••••••••••••••••••••• |
| | h Brown Sand | X ss | | 3-2-2 (4) | | | |
| 5 Light Br | own Sand | X ss | - | 3-3-4 (7) | | | |
| - | | X ss | | 4-4-4 (8) | | | |
| | Sand with Traces of Shell Fragments | x ss | | 3-3-4 (7) | | | . |
| 0 | | X ss | | 8-9-9 (18) | | | |
| N | and, Slightly Silty with Traces of Shell Fragme | ents X SS | | 7-9-12 (21) | | | |
| | Bottom of borehole at 15.0 feet. | | | | | | |
| | | | | | | | |

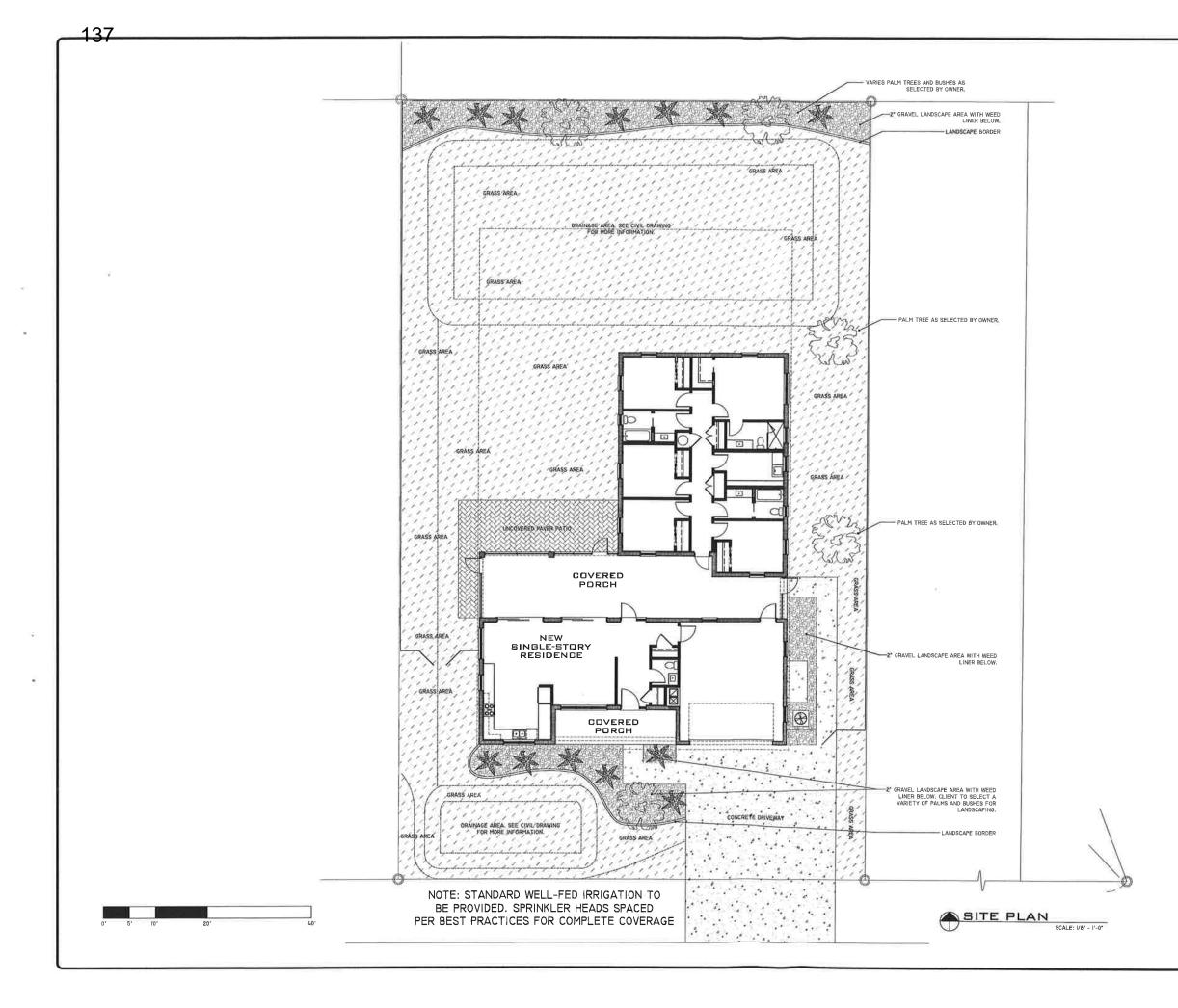




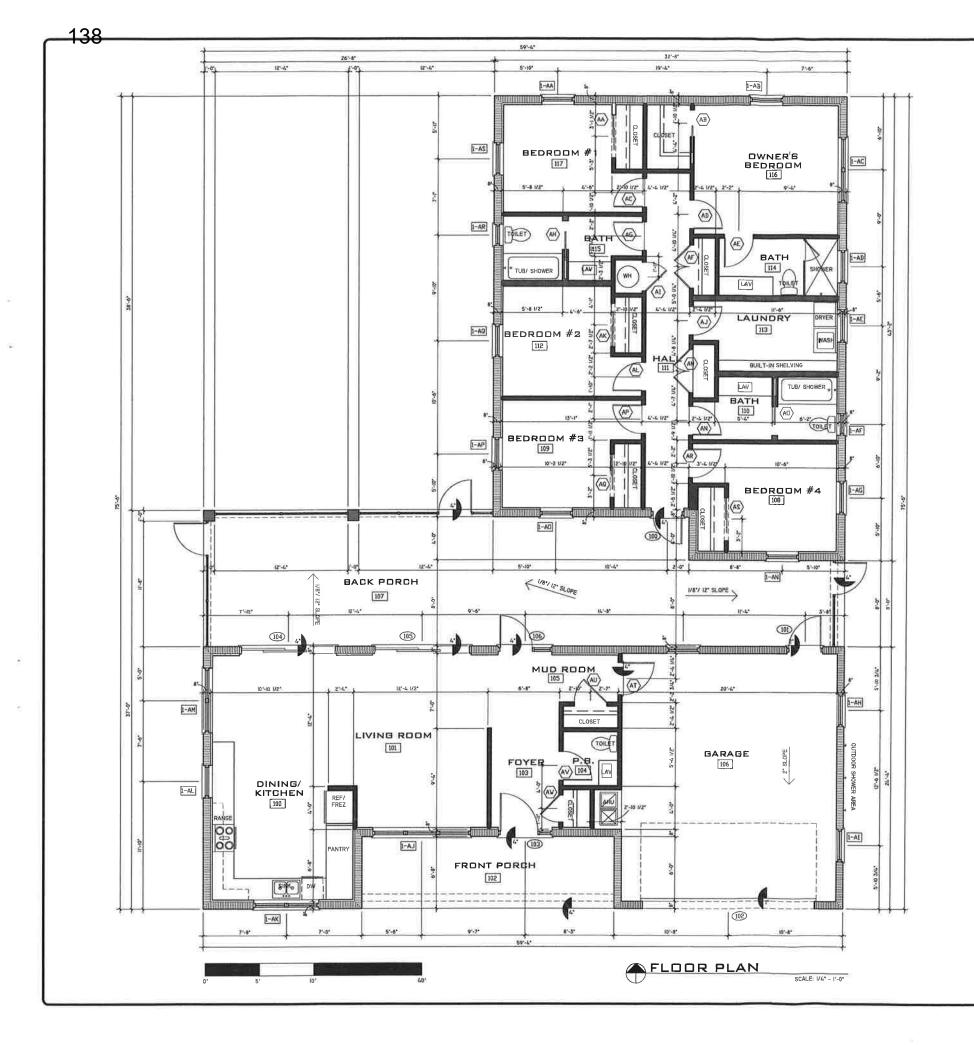


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| JECT SUMMARY | | |
| | GOODRICH RESIDENCE 200 2ND AVE | Dem |
| | MELBOURNE BEACH, FL 3295/ | |
| | BRANDON DEVELOPMENT | studio |
| WORK: | NEW ONE-STORY RESIDENCE | ARCHITECTURE |
| D USE : | SINGLE-FAMILY RÉSIDENTIAL | 1542 GUAVA AVE MELBOURNE, FL 32936 321,428,355 design@msibisuidearchikefoure.com |
| TYPE : | RESIDENTIAL | |
| LASSIFICATION: | 3RS SINGLE-FAMILY RESIDENTIAL | |
| | | JOB #: R-2021-026 |
| LE CODES BUILDING CODE: | | DRAWN: JKA CHECKED: JKA |
| | 2020 FLORIDA BUILDING CODE - EXISTING BUILDING 2020 FLORIDA BUILDING CODE - RESIDENTIAL | |
| CODE : | 2020 FBC MECHANICAL 2020 FBC PLUMBING | DATE 8D 2022-01-04 |
| | NEC 2017 TOWN OF MELBOURNE BEACH, FL | |
| | TOWN OF MELBOURNE BEALT, FL | |
| ECT TEAM | | □BID |
| | LUKE AND SARAH GOODRICH 433 S. NEPTUNE DRIVE | |
| | SATELLITE BEACH, FL 32937 | REVISIONS: |
| | MELD STUDIO ARCHITECTURÉ, LLC JEFF K. ANDERSON, ARCHITECT | <u>A</u> . |
| | SAZ GUAVA AVE, UNIT A MELBOURNE, FL 32935 | Δ٠ |
| | 521-428-3869 | <u>A</u> . |
| | WELLS-JEKABSONS ENGINEERING CHRIS WELLS | <u>A</u> . |
| | 514-546-6896 | <u>A</u> . |
| | | <u>∆·</u> ∆· |
| RAL NOTES | | |
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| ER/CLIENT RESPONSIBILITIES ES TO RESPONSIBILITIES AND | REFERENCE IS MADE THROUGHOUT THESE GENERAL STANDARDS OF CASE TO BE FULFILLED BY THOSE | |
| /IDING SERVICES IN THE DEVE ER/CLIENT SHALL BE RESPON | LOPMENT AND CONSTRUCTION OF THIS PROJECT. SIBLE FOR ADHERENCE TO THOSE REQUIREMENTS BY | 7 |
| OWNER, BUILDER, GENERAL C | ONTRACTOR, SUBCONTRACTORS AND OTHER | 5 |
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| TO OBTAIN A BUILDING PERMI | SS: THIS SET IS SUFFICIENT TO BE PART OF THE PERMIT T. THIS SET DOES NOT INCLUDE THE REQUIRED SHOP | |
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| DING MAINTENANCE: THE EXP | DSED MATERIAL USED IN THE CONSTRUCTION OF THIS THE COMPLETED PROJECT AGES UNLESS PROPERLY AND | |
| INELY MAINTAINED, OWNER/C | LIENT SHALL WORK WITH THE CONTRACTOR TO EXPOSED MATERIALS PROTECTED AND MAINTAINED. | SIDENO SEACH, |
| | EN OUD FATERALD FROTEGTED AND FRANTAINED. | RESIDENCE RES NE BEACH, F |
| CONSTRUCTION SHALL COMPL RENT APPLICABLE CITY, COUNT | Y WITH THE MOST STRINGENT REQUIREMENTS OF ALL TY, STATE, AND FEDERAL LAWS, RULES, CODES, | |
| NANCES AND REGULATIONS. II | THE GENERAL CONTRACTOR OR ANY SUBCONTRACTOR WITH THE ABOVE MENTIONED LAWS, RULES, CODES, | |
| NANCES AND REGULATIONS, T | HEN THE CONTRACTOR IS IN VIOLATION AND SHALL G OUT OF THE NON-CONFORMING WORK. | |
| | | о Ц Щ |
| GENERAL CONTRACTOR MUST | THOROUGHLY EXAMINE THE JOB SITE AND FINAL | |
| GENERAL CONTRACTOR MUST | O STARTING CONSTRUCTION. IF ANY CONFLICTS ARISE, NOTIFY THE ARCHITECT AND ALLOW FOR SUFFICIENT | |
| FOR RESOLUTION WITHOUT D | ELAYING WORK. | |
| TITUTIONS /CHANGES: NO SUI | STITUTIONS/CHANGES CAN BE MADE WITHOUT WRITTEN | |
| IORIZATION BY THE OWNER/CL ANY SUBSTITUTIONS/CHANGES | LENT. THE ARCHITECT DOES NOT TAKE ANY LIABILITY | IĀ |
| APPROVAL REQUIRED BY THE I L BE THE RESPONSIBILITY OF | BUILDING OFFICIAL FOR SUBSTITUTIONS/CHANGES THE GENERAL CONTRACTOR, | |
| | SE CALL THE ADDUITEST IS YOU DESCITE | |
| ST SCALE FROM PLANS, PLEA NSIONS, | SE CALL THE ARCHITECT IF YOU REQUIRE ANY | SEAL |
| BBREVIATIONS | | |
| | 4 | |
| TYPICAL WATER HEATER | SECTION CUT | |
| DISHWASHER LAVATORY | A3.1 | |
| REFRIGERATOR | | DATE: 2022-01-04 |
| FREEZER MICROWAVE | | SHEET TITLE |
| AIR HANDLING UNIT COMPRESSOR UNIT | | COVER SHEET/ |
| WATER CLOSET HOSE BIB | | SITE PLAN |
| SQUARE | | |
| FEET | | SHEET NUMBER |
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| | GP EXTERIOR DOOR | A0.1 |
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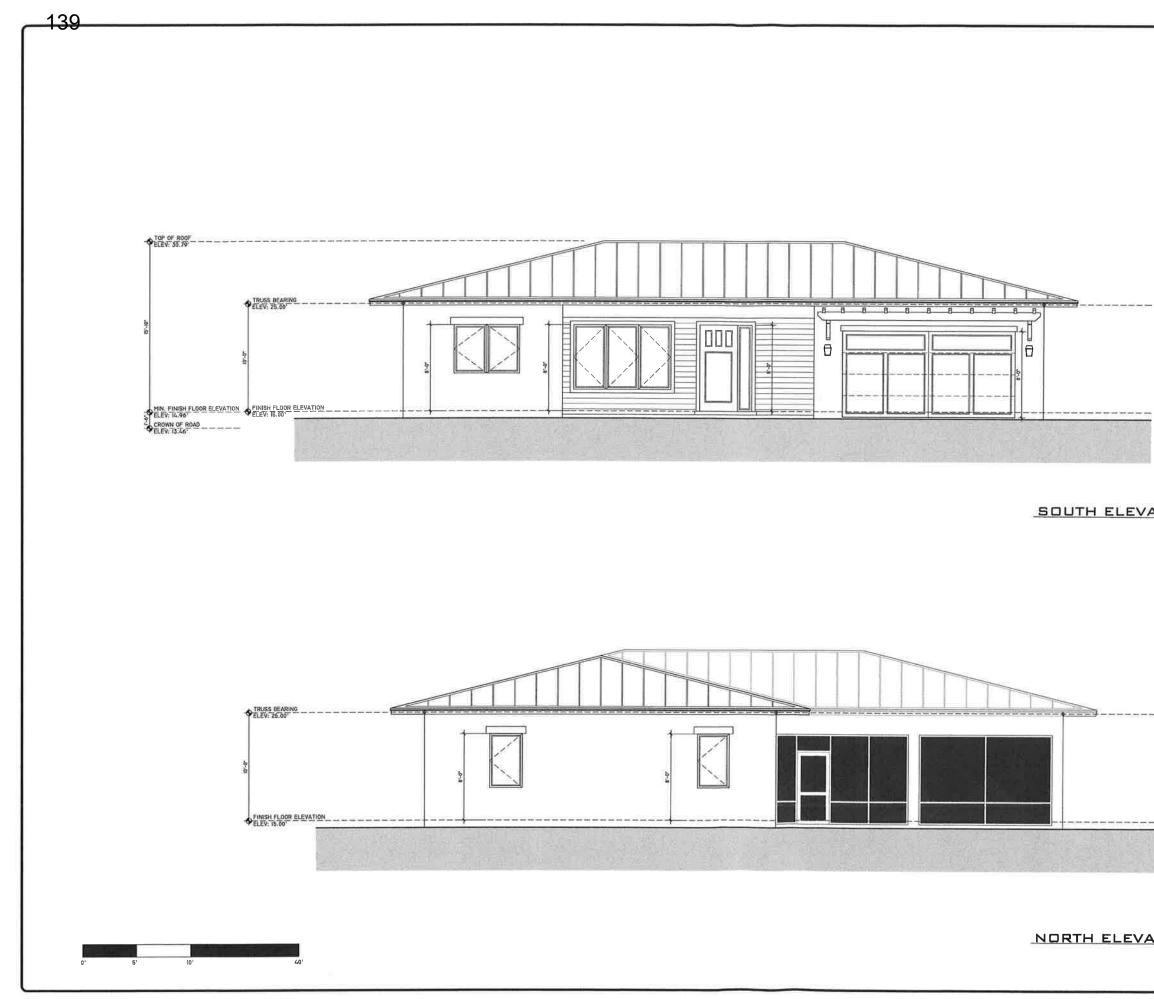
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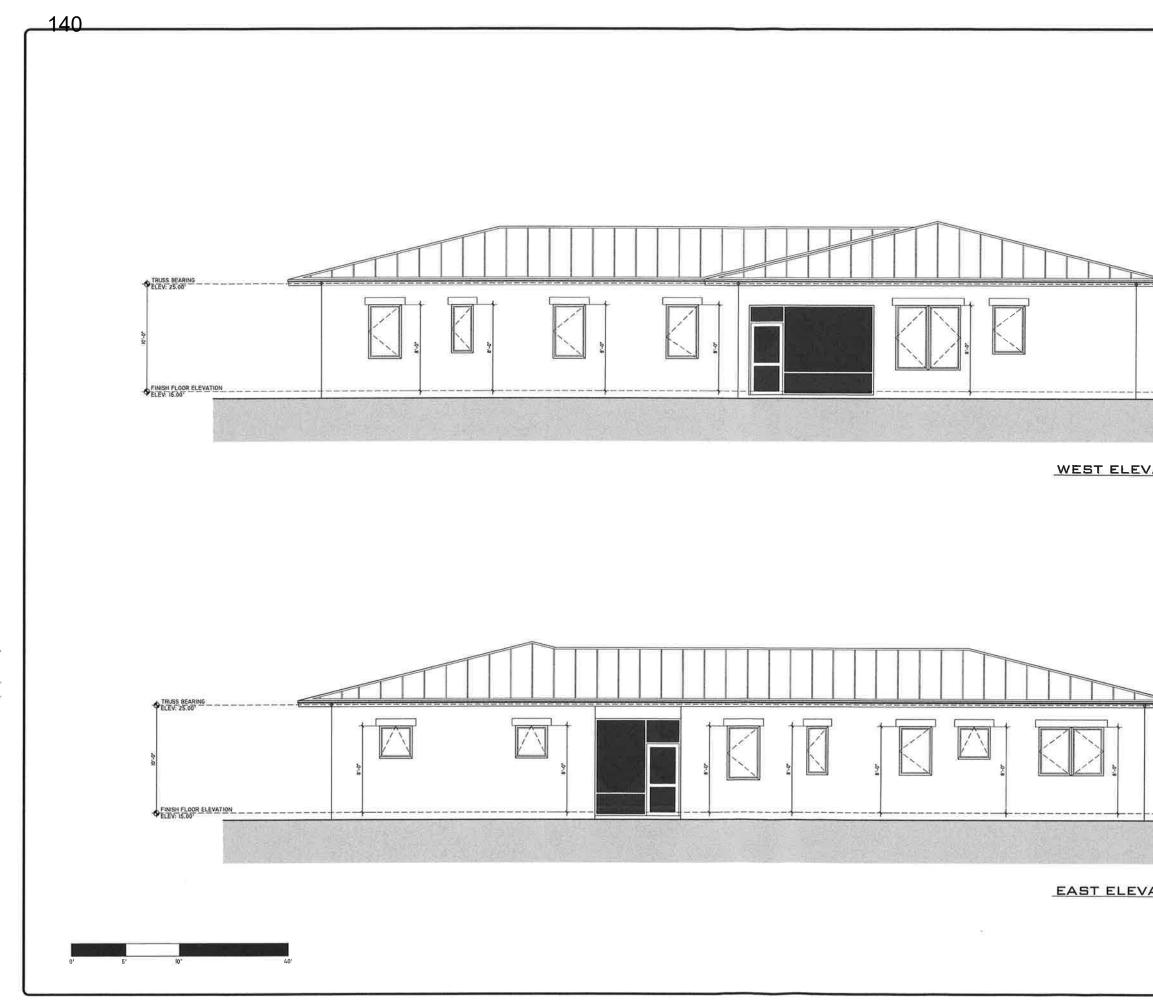
| JOB #: R-2021-028 JOB #: R-2021-028 DRAWN: JKA CHECKED: JKA BBD 2022-01-04 IDD 2022-01-04 IDD 2022-01-04 IBID 2022-01-04 IBID 2022-01-04 IBID 2022-01-04 IBID 2022-01-04 IBID 2022-01-04 |
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| CUSTOM RESIDENCE |
| DATE: 2022-01-04 SHEET TITLE LANDSCAPE/ IRRIGATION PLAN SHEET NUMBER A0.2 |



| ACCHITECTURE |
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| DATE BD 2022-01-04 DD CD BBD PERMIT |
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| DATE: 2022-01-04 GHEET TITLE FLOOR PLAN |
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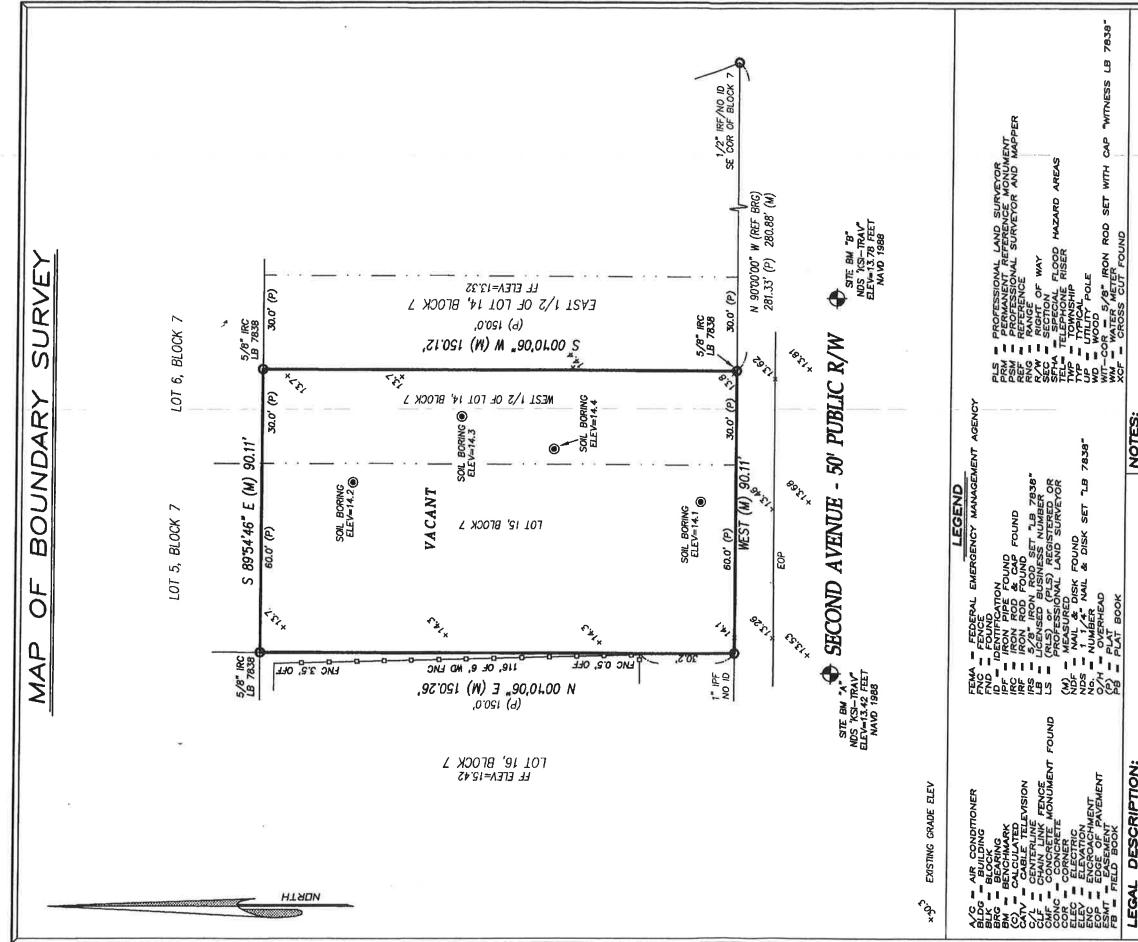


| | ACHITECTURE |
|-------------------------------|---|
| VATION SCALE: 1/4* - 1'-0* | CUSTOM RESIDENCE CUSTOM RESIDENCE CODDRICH RESIDENCE MELBOURNE BEACH, FL |
| | BEAL SEAL |
| | DATE: 2022-01-04 Sheet title EXTERIOR ELEVATIONS |
| SCALE: 1/4* - 1*-0* | BHERT NUMBER A2.0 |

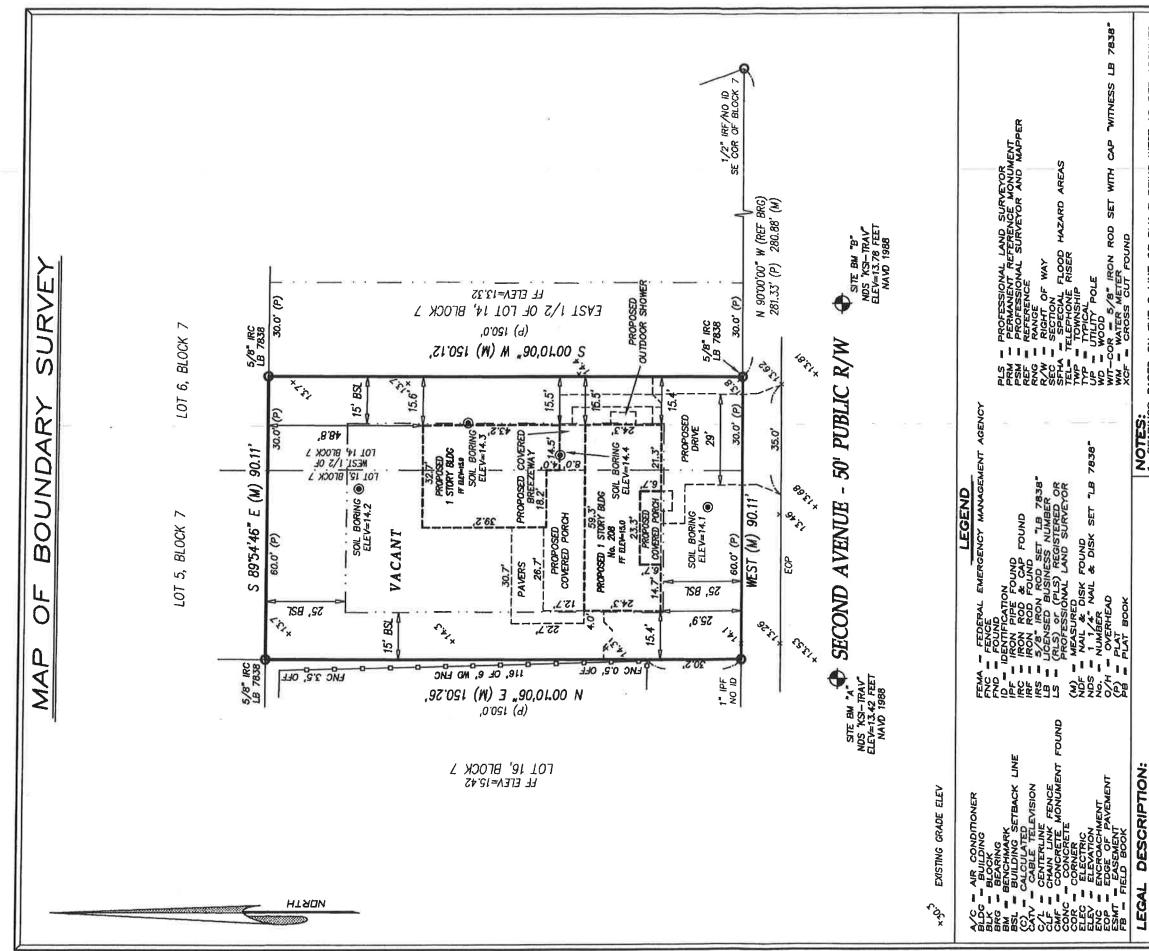


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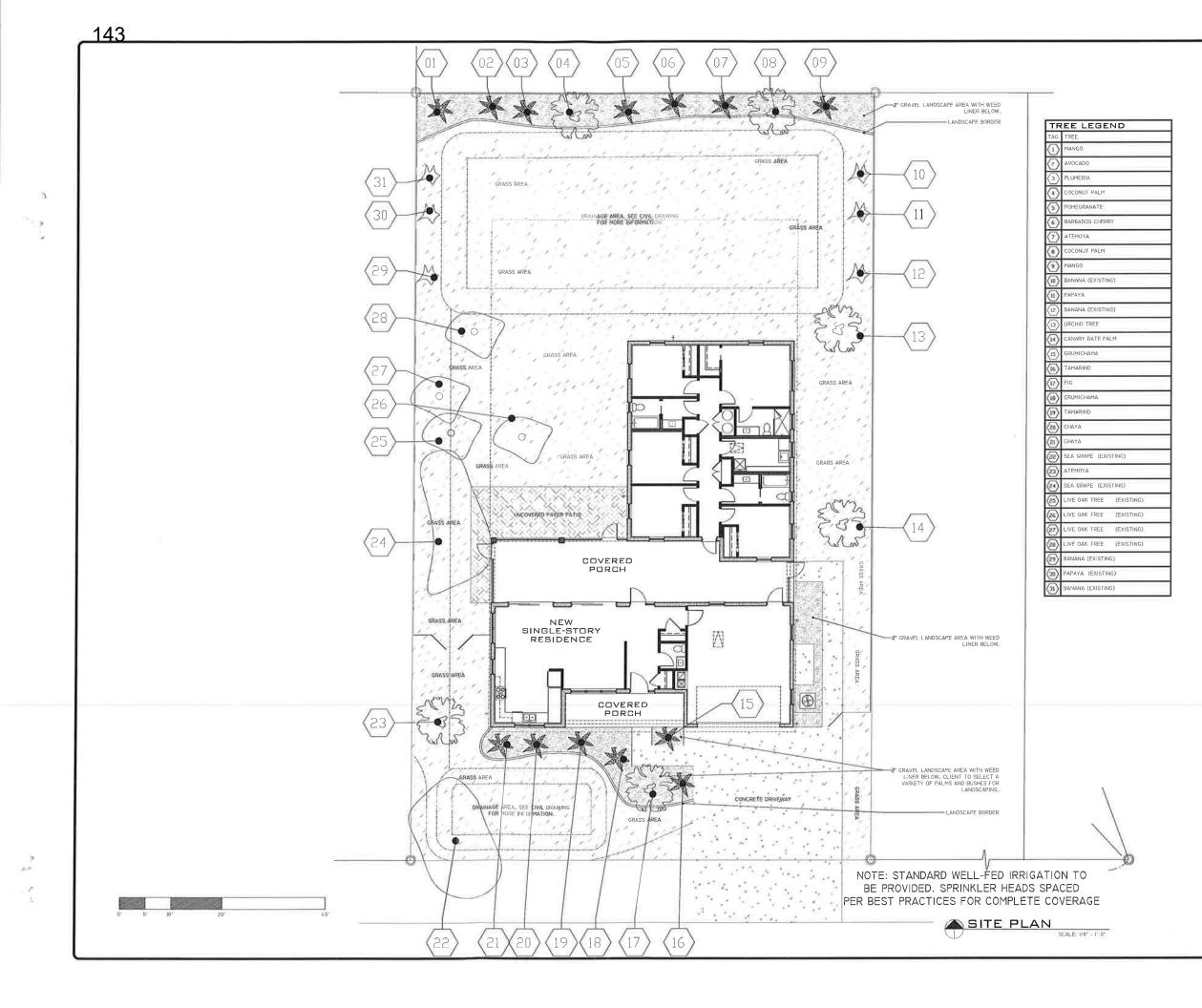
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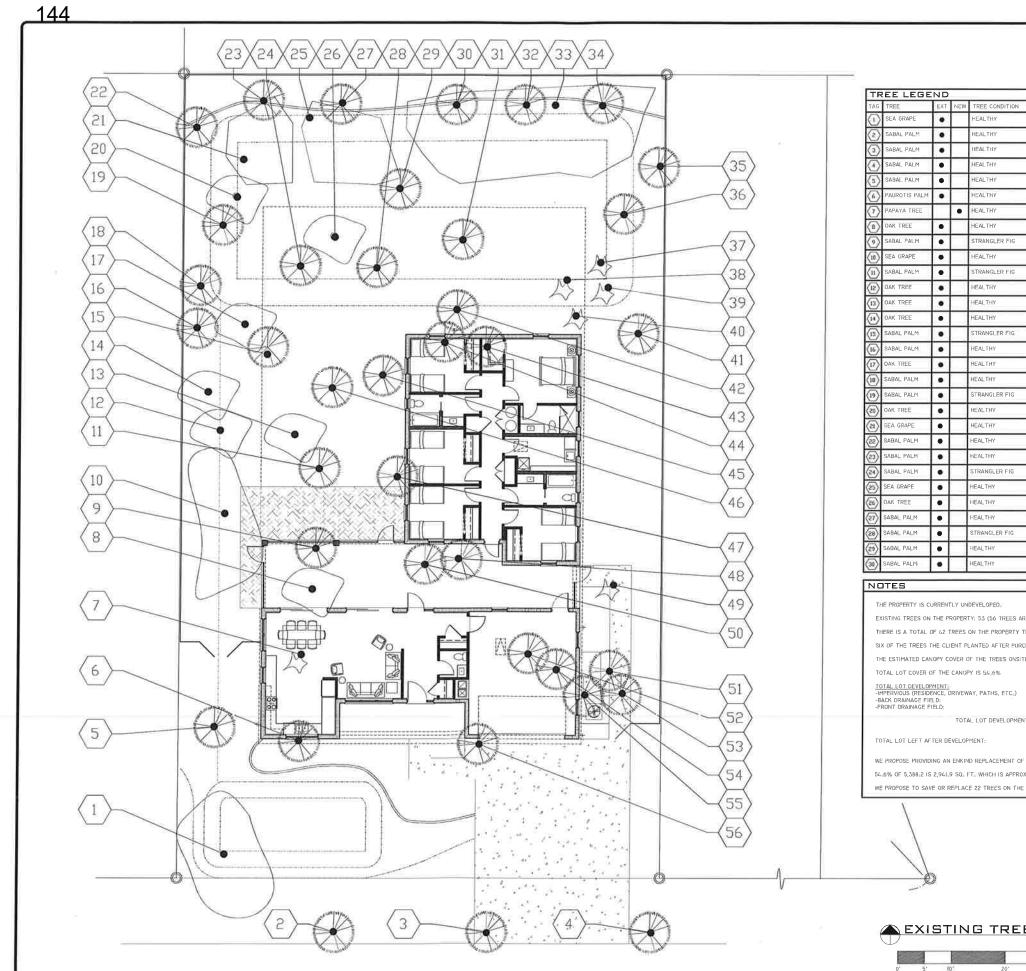
| NOTES: | 1. BEARINGS BASED ON THE S LINE OF BLK 7 BEING WEST AS PER ASSUMED DATUM (SEE SKETCH) 2. ELEVATIONS BASED ON BREVARD COUNTY BENCHMARK 7080A42RM1 BEING AN ELEVATION OF 15.68 FEET NAVD 1988. 3. FLOOD ZONE "X", MAP No. 12009C0508H COMMUNITY No. 125128, JANUARY 29, 2021. FEMA RETAINS SOIE INFORMATION DEPICTED HEREON IS APPROXIMATE. FEMA RETAINS SOIE INFORMATION DEPICTED HEREON IS | AND EXTENT OF SFHA. HORIZONTAL CLOSURE MEETS OR EXCEPTS THE ACCURACY BEAUMENTER | FOR SUBURBAN LAND AS PER FLORIDA STATUTE 50-17-6.003 | OR RECORD UNLESS SHOWN OTHERWISE. | FLORIDALIC WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY. THE SIGNING PARTY. | UNDERGROUND THE NOT FUCHIED NOT ALLEMPTED TO LOCATE ANY UNDERGROUND UTILITIES, FOUNDATIONS, OR STRUCTURES OTHER THAN THOSE THAT MAY BE SHOWN HEREON. AS SHOWN HEREON ARE TO BE | USED FOR THE LOCATION AND CONSTRUCTION OF IMPROVEMENTS. UNLESS OTHERMISE INDICATED THIS SURVEY WAS PREPARED WITHOUT BENEFT OF A TITLE SEARCH OR ATTORNEY'S TITLE OPINION. | Kane Surveying, Inc. | FLUMUM LUCENSED BUSINESS No. LB 7838 505 DISTRIBUTION DRIVE | MELBOURNE, FLORIDA 32904 | (321) 0/0-042/ FAX (321) 384-1448 |
|--------------------|--|--|--|-----------------------------------|---|--|---|---|--|----------------------------|-----------------------------------|
| 2 | 197 AU (19) | JOB No. 41017 4. | FB 21-1-69 5 | WILCOX/202SECOND | | COMPANY 8. | DONE UNDER MY | E SEL FORTH BY THE IN CHAPTER 5J-17 I 472.027 FLORIDA | DATE: 10/4/21 | LAND SURVEYOR AND MAPPER | SCALE 1 INCH = 30 FEET |
| | ONE-HALF OF LOT URNE BEACH, ACCO ORDED IN PLAT BOC REVARD COUNTY, FL | DATE: 4/12/21 | DATE: 9/30/21 | | H AND SARAH LYNN | L TITLE INSURANCE | ATTACHED SURVEY WAS | E PESUANT TO SECTION | × | | |
| LEGAL DESCRIPTION: | LOT 15 AND THE WEST ONE-HALF OF LOT 14, BLOCK 7, WILCOX PLAT OF MELBOURNE BEACH, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 58, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA | BOUNDARY | ADDED ELEVATIONS | | CERTIFIED TO: LUKE WILLIAM GOODRICH AND SARAH LYNN GOODRICH STATF TITLF DARTNEDS U.B | OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY | CERTIFICATION: LHEREBY CERTIFY, THAT THE | FLORIDA BOARD OF REGESSIONAL LAND SURVEYORS IN CHAPTER 5J-17 FLORIDA ADMINISTRATIVE CODE RESUMNT TO SECTION 472.027 FLORIDA STATUTES. | メフ | JOEL A. SETMOUR PROFESSION | TIR/Ser By: Jas/Jil |



| _ | | _ | - | | | | |
|--|--|--|---|-----------------------------------|---|--|---|
| NOTES: 1. BEARINGS BASED ON THE S LINE OF BLK 7 BEING WEST AS PER ASSUMED | 2. ELEVATIONS BASED ON BREVARD COUNTY BENCHMARK 7080442RM1 BEING AN ELEVATIONS OF 15.68 FEET NAVD 1988. 3. FLOOD ZONE "X", MAP No. 12009C0508H COMMUNITY No. 125128 JANUARY 29, 2021, FLOOD ZONE INFORMATION DEFICIED HEREON IS APPROXIMATE. FEMA. RETAINS SOLE AUTHORITY REGARDING BOUNDARY | 4. HORIZONTAL OF SFIA. 4. HORIZONTAL CLOSURE MEETS OR EXCEEDS THE ACCURACY REQUIREMENTS | 5. BEARINGS, DISTANCES OR ANGLES SHOWN ARE THE SAME AS PLAT. DEED | OR RECORD UNLESS SHOWN OTHERWISE. | - 41 | 9. UNLESS OTHERWISE INDICATED THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF A TILLE SEARCH OR ATTORNEY'S TILLE OPINION. | Kane Surveying, Inc. FLORIDA LICENSED BUSINESS No. LB 7838 505 DISTRIBUTION DRIVE MELBOURNE, FLORIDA 32904 (321) 676-0427 FAX (321) 984-1448 |
| | RIDA | JOB No. 41017 | FB 21-1-69 | WILCOX/208SECOND | GOODRICH COMPANY | DONE UNDER MY | ICE SET FORTH BY THE SS IN CHAPTER SJ-17 ION 472.027 FLORIDA DATE: 10/4/21 EYOR AND MAPPER 3 SCALE 1 INCH - 30 FEET |
| | THE THE FOR A CONTROL AND A CONTROL AND A CONTROL AND A COUNTY, FLO | DATE: 4/12/21 | DATE: 9/30/21 | DATE: 12/21/21 | H AND SARAH LYNN LLP L TITLE INSURANCE | ATTACHED SURVEY WAS | TTR THE STANDARDS AND PRACTICE RECORDE DURE LAND SURVETORS I RECORDE DURE LAND SECTION OUR PROFESSION IAND SURVETO STATE OF FLORIDA No. LS 6133 BY: JAS/JIL SCA |
| LEGAL DESCRIPTION: | PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA PAGE 58, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA | BOUNDARY | ADDED ELEVATIONS | PLOT PLAN | CERTIFIED TO: LUKE WILLIAM GOODRICH AND SARAH LYNN GOODRICH STATE TITLE PARTNERS, LLP OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY | CERTIFICATION: I HEREBY CERTIFY: THAT THE A | DIRECTION AND MEETS THE STANDARDS AND PRACTICE SET FORM BY THE FLORIDA BOARD FRAME CODE BURSUANT DO SURVEYORS IN CHAPTER 51-17 FLORIDA ADMINISTRATIRE CODE BURSUANT DO SECTION 472.027 FLORIDA STATUTES. DATE: 10/4/21 JOEL A. SEYMOUR PROFESSION LAND SURVEYOR AND MAPPER STATE OF FLORIDA No. LS 6133 DRAWN BY: JAS/JIL SCALE 1 INCH = 30 FE |







17-26

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2



EXISTING TREES ON THE PROPERTY: 53 (56 TREES ARE NOTED, THREE (3) TREES LISTED ARE NOTE ON THE PROPERTY, THEY ARE MARKED AS 2, 3, AND 4, THERE IS A TOTAL OF 42 TREES ON THE PROPERTY THAT ARE IN GOOD CONDITIONED AND HAVE THE POTENTIAL TO BE SAVED. SIX OF THE TREES THE CLIENT PLANTED AFTER PURCHASING THE PROPERTY AND PLAN TO RELOCATE AFTER CONSTRUCTION. THE ESTIMATED CANOPY COVER OF THE TREES ONSITE IS APPROXIMATELY 7,393 SQ. FT. WHICH CONSIST 53 TREES (VARYING SPECIES.) (TOTAL LOT: 13,533.9 SQ. FT.) TOTAL LOT COVER OF THE CANOPY IS 54.6% (82E CO ET

| -IMPERVIOUS (RESIDENCE, C -BACK DRAINAGE FIELD: -FRONT DRAINAGE FIELD: | RIVEWAY, PATHS, ETC.J | 4,825 2,805 5 515,2 | SO FT SO FT SO FT |
|--|-----------------------------------|---------------------------|-------------------------|
| | TOTAL LOT DEVELOPMENT: | 8,145,7 | SQ FT |
| TOTAL LOT LEFT AFTER DE | EVELOPMENT: | 5,388_2 | SQ. FT. |
| WE PROPOSE PROVIDING AN | ENKIND REPLACEMENT OF TREES FOUND | TO 54-6% | OF THE EXISTI |

TREE CONDITION

TRANGLER FIG

EALTHY

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54.6% OF 5,388 2 IS 2,941.9 SQ. FT. WHICH IS APPROXIMATELY 22 TREES. WE PROPOSE TO SAVE OR REPLACE 22 TREES ON THE PROPERTY.



| | EXT | NEW | TREE CONDITION | DEMOLISHED |
|---------|-----|-----|----------------|------------|
| L PALM | • | | HEALTHY | DEMOLISH |
| IL PALM | • | | HEALTHY | SAVE |
| GRAPE | • | | HEALTHY | SAVE |
| L PALM | • | | HEALTHY | SAVE |
| L PALM | • | | HEALTHY | SAVE |
| L PALM | • | | HEALTHY | DEMOLISH |
| NA | | • | HEALTHY | RELOCATE |
| NA | | • | HEALTHY | RELOCATE |
| NA | | • | HEALTHY | RELOCATE |
| NA | | • | HEALTHY | RELOCATE |
| L PALM | • | | HEALTHY | SAVE |
| L PALM | • | | STRANGLER FIG | DEMOLISH |
| L PALM | • | | STRANGLER FIG | DEMOLISH |
| L PALM | • | | STRANGLER FIG | DEMOLISH |
| L PALM | • | | STRANGLER FIG | DEMOLISH |
| L PALM | • | | STRANGLER FIG | DEMOLISH |
| L PALM | • | | STRANGLER FIG | DEMOLISH |
| L PALM | • | | STRANGLER FIG | DEMOLISH |
| YA TREE | | • | HEALTHY | RELOCATE |
| L PALM | | | STRANGLER FIG | DEMOLISH |
| L PALM | | | HEALTHY | DEMOLISH |
| L PALM | | | HEALTHY | DEMOLISH |
| l PALM | • | | HEALTHY | DEMOLISH |
| PALM | • | | HEALTHY | DEMOLISH |
| PALM | • | | HEALTHY | DEMOLISH |
| PALM | | | HEALTHY | DEMOLISH |

TO 54.6% OF THE EXISTING 5.388.2 OF THE REMAINING UNDEVELOPED LOT.

| | ECTURE |
|--|---|
| | R-2021-026 JKA JKA |
| SD DOD DCD BBD DPERMIT | DATE 2022-01-04 |
| REVISIONS: A - | |
| | |
| | 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 |
| | |

Town Commission Meeting Agenda Item

Section:Old BusinessMeeting Date:February 16, 2022Subject:Site Plan for 419 Avenue BSubmitted By:Building Department

Background Information:

The Site Plan for 419 Avenue B was originally on the Consent Agenda of the January RTCM. It was tabled for further review and more detailed information.

Recommendation: Review site plan and landscaping plan

Attachments:

- Site plan for 419 Avenue B
- Landscaping plan for 419 Avenue B



BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review

Applicable Codes Town of Melbourne Beach Land Development Code 2020 Florida Building Code

| Date: | December 16, 2021 |
|-----------------------|---------------------------------|
| Owner: | CATES, BRYAN MAXWELL |
| Owner Address: | 1630 PINE ST MELBOURNE BEACH FL |
| Site Address: | 419 AVENUE B MELBOURNE BEACH FL |
| Parcel ID: | 28-38-07-FW-D-10 |
| Zoning: | 3RS |

Proposed Project: New Single Family Dwelling. Drainage will be reviewed by Town Engineer.

References: Town of Melbourne Beach Code of Ordinances: 7A-33, Ordinance 2019-06

Request: Approval by Planning and Zoning Board, Town Commission for construction of a new single-family dwelling with an accessory structure.

Staff Review: The property lies in Zoning District 3RS

- 1). Project is a new single-family dwelling as a principle use. The land is currently a vacant lot.
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth. Lot area is 15,623 sq. ft. min. 10,000 sq. ft. Lot width is 104.42 ft. min. 90 ft. Lot depth is 149.62 ft. min. 100 ft.
- 3). Lot coverage has a maximum of 30% for principle structure. Lot coverage per plan is 25.4 % Footprint of Primary Structure is 3,970 sq. ft. Max allowed for Primary Structure is 4,687 sq. ft. for Lot Area of 15,623 sq. ft. Minimum pervious area per lot is 30%. Pervious area is 48.29%
- 4). Structure maximum height for zoning district is 28 ft. The proposed height provided is 27'6". Flood Zone X

5). Zoning District Setback requirements Proposed Primary Structure Front Setback 26 ft. (min. 25 ft.) Proposed Primary Structure West Side Setback 15.2 ft. (min. 15 ft.) Proposed Primary Structure East Side Setback 25.02 ft. (min. 15 ft.) Proposed Primary Structure Rear Setback 59.53 ft. (min. 25 ft.)

Proposed Accessory Structure East Side Setback 15.41 ft. (min. 15 ft.) Proposed Accessory Structure Rear Setback 28.75 ft. (min. 15 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). Town Engineer will submit a review of drainage per Ordinance 2019-06. Town Engineer will be required for final inspection before a Certificate of Occupancy may be issued 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

419 Avenue B

| IMPERVIOUS | | PERVIOUS | |
|-------------------|------|-------------------------|----------|
| Primary Structure | 3970 | Shed space | |
| Pool | | Open areas | |
| Decks | 1863 | Other | |
| Driveway | 1580 | | |
| Accessory Bldg | 620 | | |
| Concrete areas | 45 | TOTAL PERVIOUS | 7545 |
| Pavers areas | | | |
| Other | | | |
| | | | |
| TOTAL IMPERVIOUS | 8078 | | |
| | | Lot Total Sq Footage | 15,623 |
| | | TOTAL % PERVIOUS | 0.482942 |

150



Consulting ~ Engineering ~ Land Surveying

Scott M. Glaubitz, P.E., P.L.S. President

> Hassan Kamal, P.E. Vice President

December 23, 2021

Via E-mail Ms. Beth Crowell Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, FL 32951 E-mail address: building@melbournebeachfl.org

Re: Site Plan Review – 419 Avenue B.- Second Review B.S.E. File #11440.100.12

Dear Beth:

We have completed our review and the revised submittal is now compliant.

Should you have any questions, feel free to contact me.

Very truly yours,

Scott M. Glaubítz, P.E., P.L.S.

Scott M. Glaubitz, P.E., P.L.S. President B.S.E. Consultants, Inc.

SMG/rc 11440.100.12_21-s5249.dec

SINGLE FAMILY RESIDENCE 419 Avenue B Town of Melbourne Beach

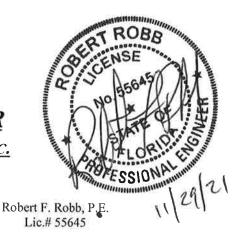
SURFACE WATER MANAGEMENT PLAN

Date Prepared: November 19, 2021

Prepared by:







4685 Hidden Lakes Pl. • Melbourne, Florida 32934 • Office: (321) 302-2313 r-tengineering@cfl.rr.com Cert.of Auth. #28304

SZIGNATZ, T. 990

STORMWATER REPORT 419 Second Ave 11/19/21

I. Purpose

The purpose of this report is to provide the Town of Melbourne Beach with documentation which demonstrates the proposed parcel complies with Ordinance 2019-06.

II. Proposed System

The proposed project includes the demolition of an existing residence and construction of a new single family home. Rainfall from a 10 year 24 hour storm event will be analyzed to determine the volume of runoff and the required storage volume.

| = 28% = 11% |
|-------------------------|
| = 11% = 14% = 47% |
| |

Weighted Curve Number - Overall

CN = 98 Impervious Area CN = 39 Lawn, Good Condition, hyd.soil group A CN = 70 Pavers $CN^* = (0.39)(98) + (0.14)(70) + (0.47)(39) = 66$ (assume future pool will be concrete deck)

Pond Volume

| El | Area | Vol. |
|------|-------|----------|
| 9.8 | 1,150 | 0 cf |
| 10.0 | 1,990 | 322 cf |
| 11.0 | 3,682 | 3,198 cf |

III. Geotechnical Data:

Hv = 25.8 ft/dayHh = 28.4 ft/day

SHWT = 11.0ft - 4.5ft = El. 6.5 Aquif Base: -4.4 ft

IV. Recovery

The storage volume recovers immediately, all volumes are below the pond bottom. (See Modret Analysis)

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V. Conclusion

As demonstrated by the above calculations, the proposed stormwater system provides full storage of the 8" of rainfall produced by the 10Yr/24Hr Storm. The peak stage during the 10yr-24hr storm event is 10.6 ft. The top of bank along the property line shall be 11.0. The retention system will begin to discharge to 2nd Ave. at elevation 10.6ft, therefore, no runoff is discharged off-site during the 10year, 24 hour storm event.

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ICPR CALCULATIONS POST-DEVELOPMENT INPUT PARAMETERS

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Single Family Residence 419 Ave. B ICPR Storm Calculations Post Development Input 11/18/21

| Basins ====== | | | | |
|--|----------------------------|------|--|---|
| Name: Pos Group: BAS | | | Node: pond Type: SCS Unit Hy | Status: Onsite drograph |
| Rainfall ainfall Amount Area Curve Nu | | | Storm Durati Time of Co Time Shi | Factor: 484.0 on(hrs): 0.00 nc(min): 15.00 ft(hrs): 0.00 Q(cfs): 999999.000 |
| Nodes ====== | | | | |
| Name: Bndry Group: BASE Type: Time/St | Lage | Base | Flow(cfs): 0.000 | Init Stage(ft): 10.50 Warn Stage(ft): 10.75 |
| Time(hrs) | Stage(ft) | | | |
| 0.00 12.00 24.00 | 10.500 10.600 10.500 | | | |
| Name: GW Group: BASE Type: Time/St | age | Base | Flow(cfs): 0.000 | Init Stage(ft): 6.000 Warn Stage(ft): 6.500 |
| Time(hrs) | Stage(ft) | | | |
| 0.00 12.00 24.00 | 6.000 6.100 6.000 | | | |
| Name: pond Group: BASE Type: Stage/A | rea | Base | Flow(cfs): 0.000 | Init Stage(ft): 9.800 Warn Stage(ft): 11.000 |
| | Area(ac) | | | |
| 9.800 | 0.0260 | | | |

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Single Family Residence 419 Ave. B ICPR Storm Calculations Post Development Input 11/18/21

10.000 0.0460 11.000 0.0850 Name: Pond Perc Group: BASE Type: Rating Curve Function: US Stage vs. Discharge US Stage(ft) Discharge(cfs) _____ 10.100 0.10 10.500 0.37 11.000 0.42 Name: Perc From Node: pond Count: 1 Group: BASE To Node: GW Flow: Both TABLE ELEV ON(ft) ELEV OFF(ft) #1: Pond Perc 10.010 10.000 #2: 0.000 0.000 #3: 0.000 0.000 #4: 0.000 0.000 Name: 10YR/24HR Filename: C:\Users\Robnewdell\Documents\BUSINESS\Project Management\10YR-24HR.R32 Override Defaults: Yes Storm Duration(hrs): 24.00 Rainfall File: Flmod Rainfall Amount (in): 8.00 Print Inc(min) Time(hrs) 24.000 10.00 Name: 10YR/24HR Hydrology Sim: 10YR/24HR Filename: C:\Users\Robnewdell\Documents\BUSINESS\Project Management\10YR-24HR.I32

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Single Family Residence 419 Ave. B ICPR Storm Calculations Post Development Input 11/18/21

| Execute: Alternative: | | Patch: No |
|--------------------------------------|--|---|
| Time Step C Start I Min Calc I | ta Z(ft): 1.00 Optimizer: 10.000 Time(hrs): 0.000 Time(sec): 0.2500 Ty Stages: | Delta Z Factor: 0.00500 End Time(hrs): 24.00 Max Calc Time(sec): 60.0000 Boundary Flows: |
| Time(hrs) | Print Inc(min) | |
| 24.000 | 10.000 | |
| Group | Run | |
| BASE | Yes | |
| | | |

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Single Family Residence 419 Ave. B ICPR Storm Calculations Post Development Basin Summary 11/18/21

Basin Name: Post Dev 1 Group Name: BASE Simulation: 10YR/24HR Node Name: pond Basin Type: SCS Unit Hydrograph Unit Hydrograph: Uh484 Peaking Fator: 484.0 Spec Time Inc (min): 2.00 Comp Time Inc (min): 2.00 Rainfall File: Flmod Rainfall Amount (in): 8.000 Storm Duration (hrs): 24.00 Status: Onsite Time of Conc (min): 15.00 Time Shift (hrs): 0.00 Area (ac): 0.360 Vol of Unit Hyd (in): 1.001 Curve Number: 66.000 DCIA (%): 0.000 Time Max (hrs): 12.07 Flow Max (cfs): 1.194 Runoff Volume (in): 4.002 Runoff Volume (ft3): 5230.091

ICPR CALCULATIONS POST-DEVELOPMENT PEAK CONDITIONS 10YR / 24 HR STORM

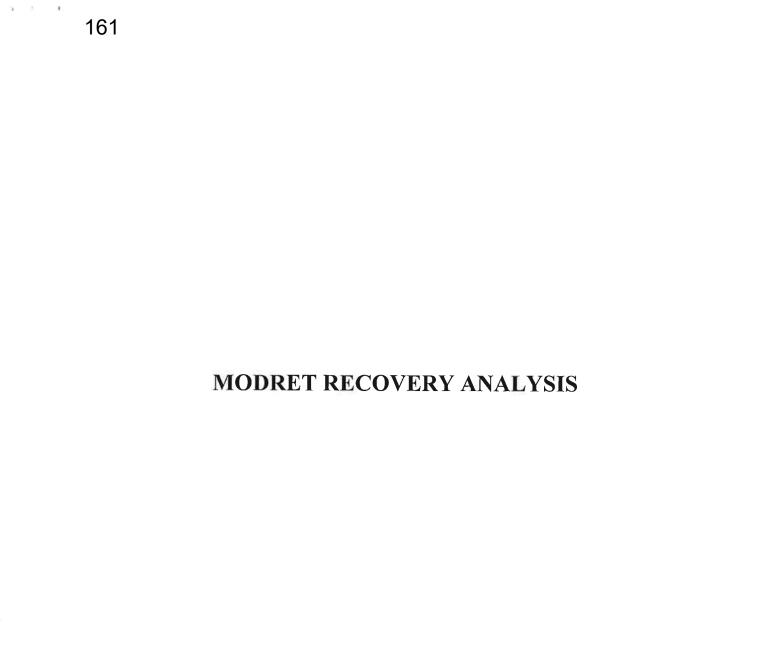
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Single Family Residence 419 Ave. B ICPR Storm Calculations Post Development Max. Node (Stage) 11/18/21

| Max Outflow cfs | 0.381 |
|----------------------------------|-----------|
| Max Time Outflow hrs | 12.51 |
| Max Inflow cfs | 1.113 |
| Max Time Inflow hrs | 12.00 |
| Max Surf Area ft2 | 3034 |
| lta age ft | 0.0050 |
| Warning Max De Stage St ft | 11.000 |
| Max Stage ft | 10.607 |
| Max Time Stage hrs | 12.51 |
| Simulation | 10YR/24HR |
| Group | BASE |
| Name | pond |

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MODRET

SUMMARY OF UNSATURATED & SATURATED INPUT PARAMETERS

PROJECT NAME: 419 2nd Ave POLLUTION VOLUME RUNOFF DATA USED UNSATURATED ANALYSIS EXCLUDED

| Pond Bottom Area | 1,150.00 ft ² |
|---|--------------------------|
| Pond Volume between Bottom & DHWL | 4,005.00 ft³ |
| Pond Length to Width Ratio (L/W) | 6.00 |
| Elevation of Effective Aquifer Base | -4.40 ft |
| Elevation of Seasonal High Groundwater Table | 6.50 ft |
| Elevation of Starting Water Level | 9.50 ft |
| Elevation of Pond Bottom | 9.50 ft |
| Design High Water Level Elevation | 11.00 ft |
| Avg. Effective Storage Coefficient of Soil for Unsaturated Analysis | 0.30 |
| Unsaturated Vertical Hydraulic Conductivity | 25.80 ft/d |
| Factor of Safety | 2.00 |
| Saturated Horizontal Hydraulic Conductivity | 28.40 ft/d |
| Avg. Effective Storage Coefficient of Soil for Saturated Analysis | 0.30 |
| Avg. Effective Storage Coefficient of Pond/Exfiltration Trench | 1.00 |
| Hydraulic Control Features: | |

| | Тор | Bottom | Left | Right |
|------------------------------------|------|--------|------|-------|
| Groundwater Control Features - Y/N | N | Ν | N | N |
| Distance to Edge of Pond | 0.00 | 0.00 | 0.00 | 0.00 |
| Elevation of Water Level | 0.00 | 0.00 | 0.00 | 0.00 |
| Impervious Barrier - Y/N | N | N | N | N |
| Elevation of Barrier Bottom | 0.00 | 0.00 | 0.00 | 0.00 |

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TIME - RUNOFF INPUT DATA

PROJECT NAME: 419 2ND AVE

| STRESS PERIOD NUMBER | INCREMENT OF TIME (hrs) | VOLUME OF RUNOFF (ft³) |
|----------------------------|-------------------------------|------------------------------|
| Unsat | 0.00 | 0.00 |
| 1 | 1.00 | 4,005.00 |
| 2 | 8.88 | 0.00 |
| 3 | 8.88 | 0.00 |
| 4 | 8.88 | 0.00 |
| 5 | 8.88 | 0.00 |
| 6 | 8.88 | 0.00 |
| 7 | 8.88 | 0.00 |
| 8 | 8.88 | 0.00 |
| 9 | 8.88 | 0.00 |

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MODRET

SUMMARY OF RESULTS

PROJECT NAME : 419 2nd Ave

| CUMULATIVE TIME (hrs) | WATER ELEVATION (feet) | INSTANTANEOUS INFILTRATION RATE (cfs) | AVERAGE INFILTRATION RATE (cfs) | CUMULATIVE OVERFLOW (ft ³) |
|-----------------------------|------------------------------|---|---------------------------------------|--|
| 00.00 - 0.00 | 6.500 | 0.000 * | | |
| | _ | | 0.00000 | |
| 0.00 | 6.500 | 0.42736 | | |
| | | | 0.39865 | |
| 1.00 | 10.463 | 0.36994 | | 0.00 |
| | | | 0.11513 | |
| 7.20 | 9.500 | 0.08152 | | 0.00 |
| | | | 0.04791 | |
| 18.75 | 8.511 | 0.03839 | | 0.00 |
| | | | 0.02886 | |
| 27.63 | 8.166 | 0.02432 | | 0.00 |
| | | | 0.01978 | |
| 36.50 | 7.929 | 0.01720 | | 0.00 |
| | | | 0.01462 | |
| 45.38 | 7.754 | 0.01297 | | 0.00 |
| | | | 0.01133 | |
| 54.25 | 7.619 | 0.01020 | | 0.00 |
| | | | 0.00908 | |
| 63.13 | 7.510 | 0.00827 | | 0.00 |
| 70.00 | 7 (0) | | 0.00746 | |
| 72.00 | 7.421 | | | 0.00 |
| | | - | | |
| | | | | |
| | | | | |
| | | | | |
| | | - | | |
| | | | | |
| | | | | |

Maximum Water Elevation: 10.463 feet @ 1.00 hours * Time increment when there is no runoff Maximum Infiltration Rate: 12.900 ft/day Recovery @ 7.200 hours

 $\widetilde{X}_{i}=-X$

 $\tilde{X} = X$

GEOTECHNICAL REPORT

4

Headquarters 11345 U.S. Highway 1 Sebastian, FL. 32958 Orlando 723 Progress Way Sanford, FL. 32771

SM ENGINEERING AND TESTING

Mailing P.O. Box 78-1377 Sebastian, FL. 32978 Phone: 772-589-0712 C.A. # 5693 KSMengineering.net

October 25, 2021

Bryan Cates Solway Construction, LLC 200 Ocean Avenue, Suite 201 Melbourne Beach, FL 32951

Re: 419 Avenue B Melbourne Beach, Florida KSM Project #: 218314-p

Dear Mr. Cates:

Enclosed are the permeability test results and soil profile for the referenced project.

A Hydraulic Conductivity Test was performed in the field by the 'Usual Open-Hole Test' method in general conformance with the South Florida Water Management District described procedures for the 'Usual Open-Hole Test' method.

The horizontal and vertical permeability flow rates were determined by excavating a test pit adjacent to the soil profiles and obtaining undisturbed shelby tube samples. We then performed a permeability test on the field samples in our laboratory in general accordance with ASTM D 2434.

All these tests were performed to evaluate the drainage characteristics of the soils for this particular test location.

Table 1 indicates the usual Open-Hole Hydraulic Conductivity test results:

| Table 1 - Us | ual Open-Hole Test Results |
|--------------------------------------|---|
| Test Location (See Location Plan) | Hydraulic Conductivity (CFS/SF- Ft Head) |
| P-1 | 6.4 x 10 ⁻⁴ |

NOTES:

2) A hole diameter of 3" was used in the computation of the Hydraulic Conductivity values presented in the above table.

¹⁾ The above hydraulic conductivity values are for a French drain installed to the same depth as the borehole tests. The designer should apply the appropriate factor of safety.

419 Avenue B Melbourne Beach, Florida KSM Project #: 218314-p



Table 2 indicates the horizontal and vertical flow rates for the test location:

| Table 2 - Constant Head Permeability Results (ASTM D2434) | | | | |
|---|---------------------------------|-------------------------------|---------------------|--|
| Test Location (See Location Plan) | Horizontal Flow Rate (in/hr) | Vertical Flow Rate (in/hr) | Layer Depth (in) | |
| | 7.3 | 5.8 | 0-16 | |
| P-1 | 14.2 | 12.9 | 16-48 | |
| | | 28.3 | 48-60 | |

Table 3 indicates the measured water table along with our estimated normal wet season water table and normal dry season water table for the test location:

| Table 3 - Water Table Observations | | | | |
|--------------------------------------|-------------------------|-------------------------------------|-------------------------------------|--|
| Test Location (See Location Plan) | Observed Water Table | Estimated Wet Season Water Table | Estimated Dry Season Water Table | |
| P-1, PB-1 | 60" Below Grade | 54" Below Grade | 90" Below Grade | |

This estimate is based upon our interpretation of existing site conditions and a review of the USDA Soil Survey for Brevard County, Florida. The majority of the site soils are mapped as 25—Canaveral-Palm Beach-Urban land complex, according to the Soil Survey Map of Brevard County, Florida.

Hydrologic Soil Group Classification:

The soils in the test locations can be classified in accordance with Chapter 7, Part 630 of the USDA National Engineering Handbook as follows:

| Table 4 – Hydrologic S | Soil Group Classification |
|--------------------------------------|---------------------------|
| Test Location (See Location Plan) | Hydrologic Soil Group |
| P-1 | A |

The soils in test location P-1 are part of the hydrologic soil group "A" due to the low fines content in the soil, the high hydraulic conductivity rates of the soils, the absence of a water impermeable layer and the depth to high season water table which is greater than 40 inches from the surface.

Note that the Hydrologic Soil Group is a dynamic classification which changes with the conditions of the site at any given moment. Changes in water table elevation as well as changes in the ground elevations of the site can affect the hydrologic soil group for any particular location.

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419 Avenue B Melbourne Beach, Florida KSM Project #: 218314-p

Porosity:

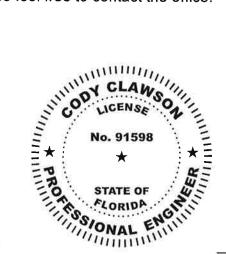


The material we encountered in the field was typically fine-grained sand which was loose to medium-dense, so an estimated value of 0.37 can be used for porosity.

This estimate is based upon our interpretation of existing site conditions and our experience with the porosity of similar materials. If the in-situ field porosity of any individual soil layer is required, please contact our office for further investigation.

If you have any questions, please feel free to contact the office.

Respectfully,



Christopher S. LeBrun

Christopher S. LeBrun, E.I. Geotechnical Engineer Florida Lic. No. 1100022858 10/25/2021

Cody C. Clawson, P.E. Geotechnical Engineer Florida Lic. No. 91598 10/25/2021

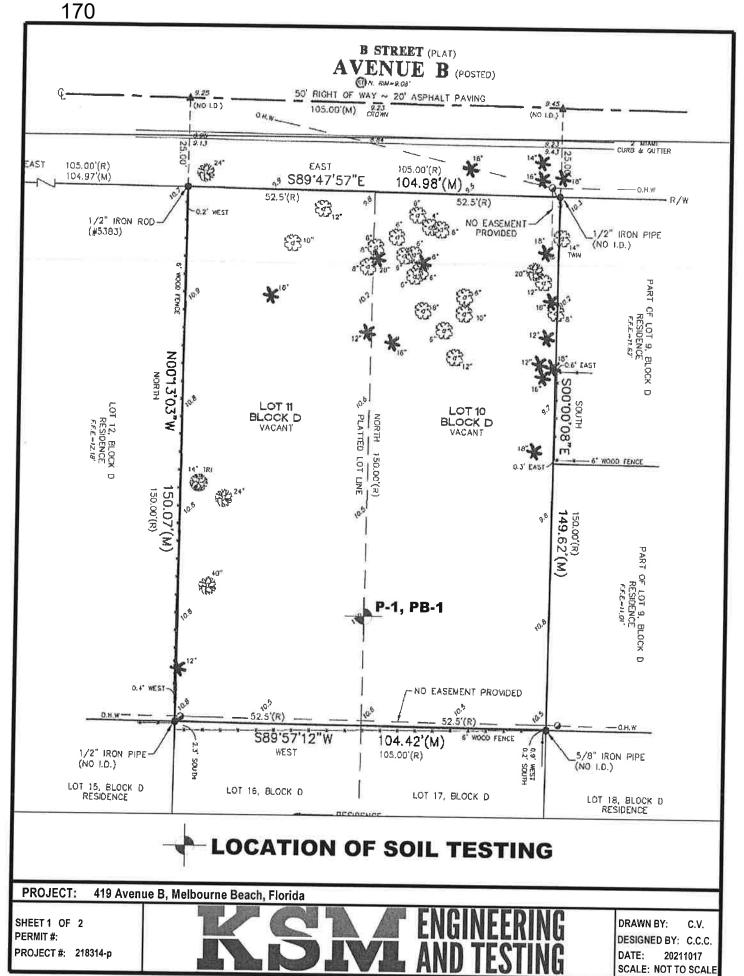
CCC/cv

Email to: brymaxcates@yahoo.com; kim@solwayconstruction.com; erin.trauger@gmail.com

| | 400 | | | | |
|-----------------|--------------------------|---|---|--|--|
| | <u>169</u> KS | 5777 KSM Engineering & Testing P.O. Box 78-1377 Sebastian, FL 32978 Tel: (772)-589-0712 Fax: (772)-589-6469 | BORING NUMBER PB-1 PAGE 1 OF 1 | | |
| CLIE | NT S | Iway Construction, LLC | PROJECT NAME 419 Avenue B | | |
| | PROJECT NUMBER _218314-p | | PROJECT NAME 419 Avenue B PROJECT LOCATION _Melbourne Beach, Florida | | |
| | | | GROUND ELEVATION HOLE SIZE _ inches | | |
| | | | GROUND WATER LEVELS: | | |
| | | ETHOD Split Spoon Sample | | | |
| | | SF/MM CHECKED BY CCC | AT END OF DRILLING | | |
| NOT | ES Se | e Attached Location Plan | AFTER DRILLING | | |
| o DEPTH (ft) | | MATERIAL DESCRIPTION | BLOW SAMPLE TYPE NUMBER SAMPLE TYPE SAMPLE TYPE SAMPLE TYPE | | |
| | 0 | Brown Sand with Traces of Root | | | |
| | -α.Δ - - | Yellowish Brown Sand | SS 1-10-4 (14) 3-3-4 | | |
| 5 | | ⊥ight Brown Sand | | | |
| | | Gray Sand with Traces of Shell Fragments | (7) (7) SS (7) 1-2-2 (4) SS 2-2-3 (5) (5) | | |
| | | Light Brown Sand | SS 5-10-13 | | |
| 15 | | Bottom of borehole at 15.0 feet. | (23) | | |
| | | ξ. | | | |

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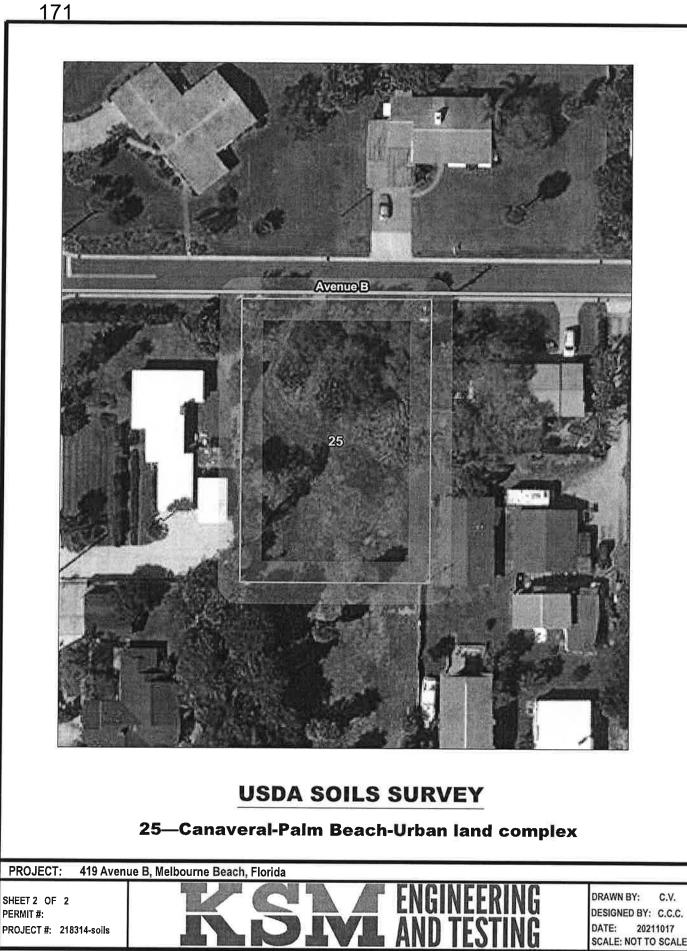
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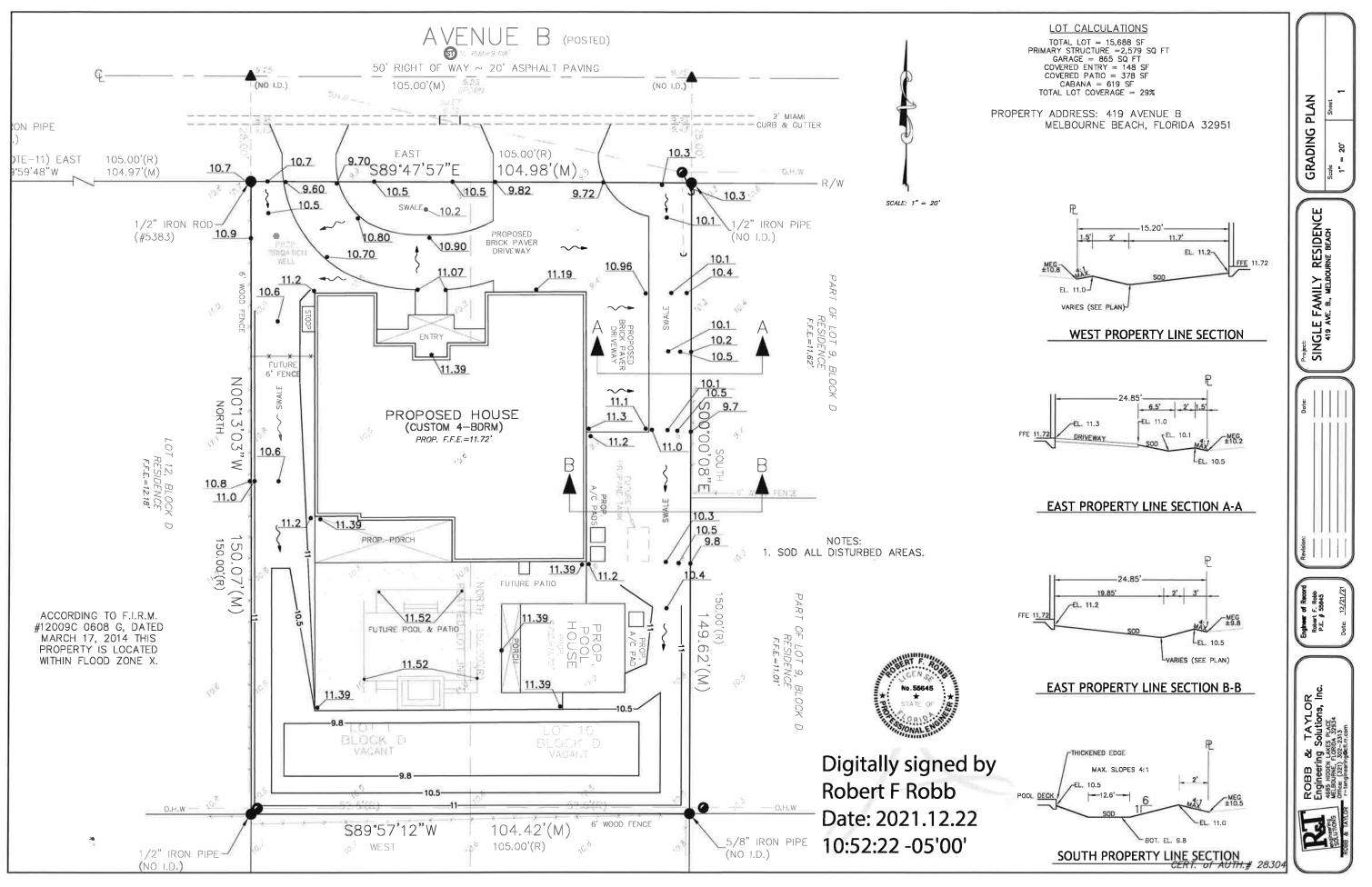
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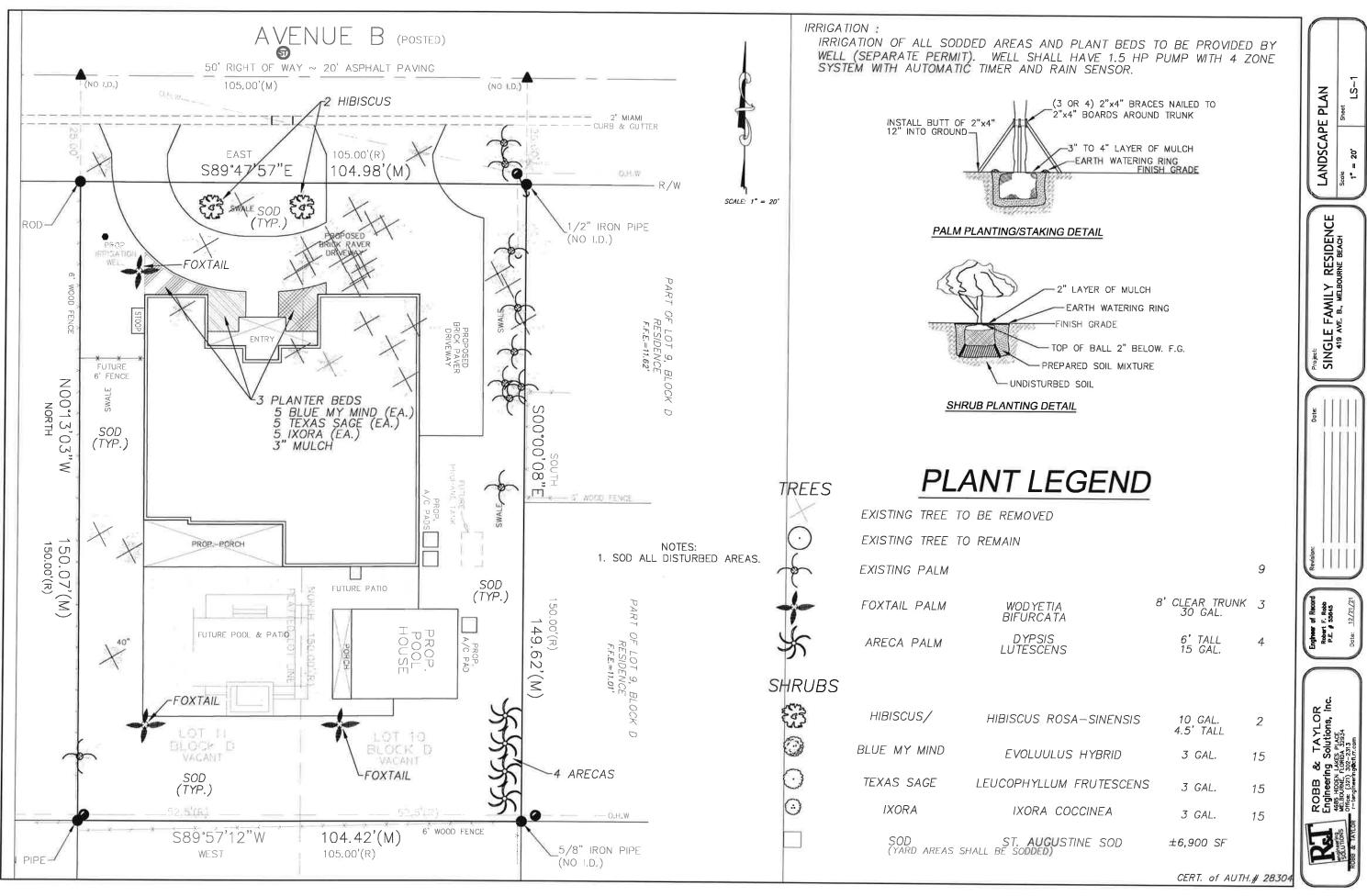
-1

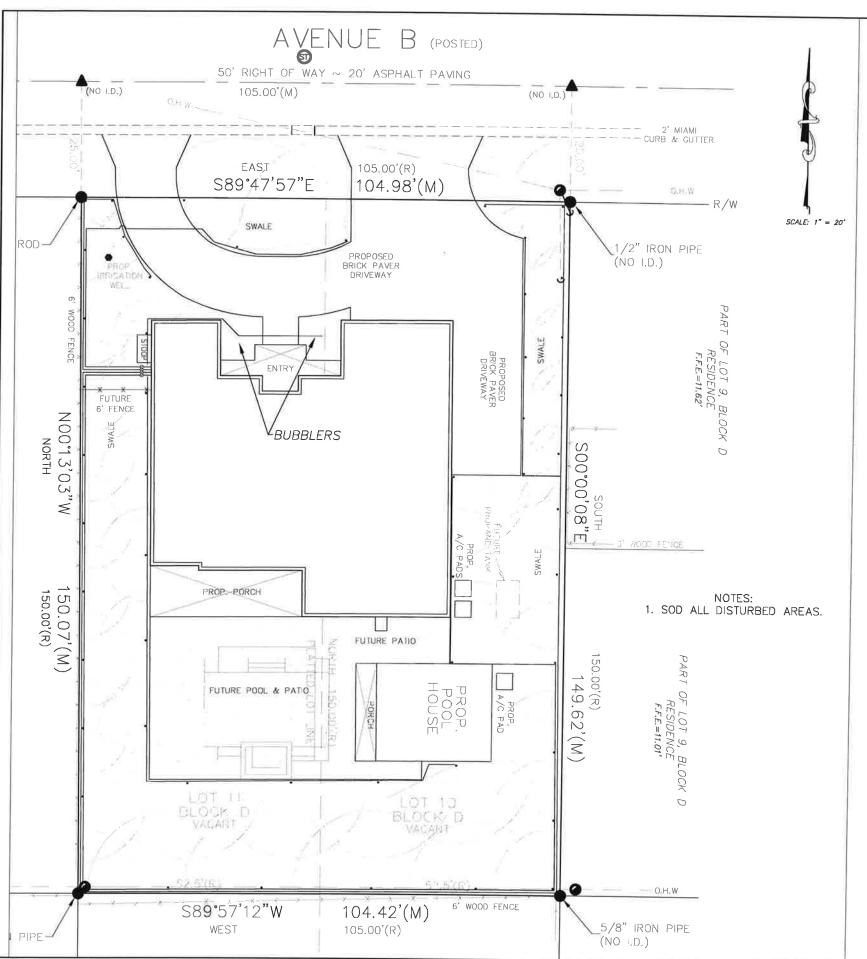


DATE: 20211017 SCALE: NOT TO SCALE









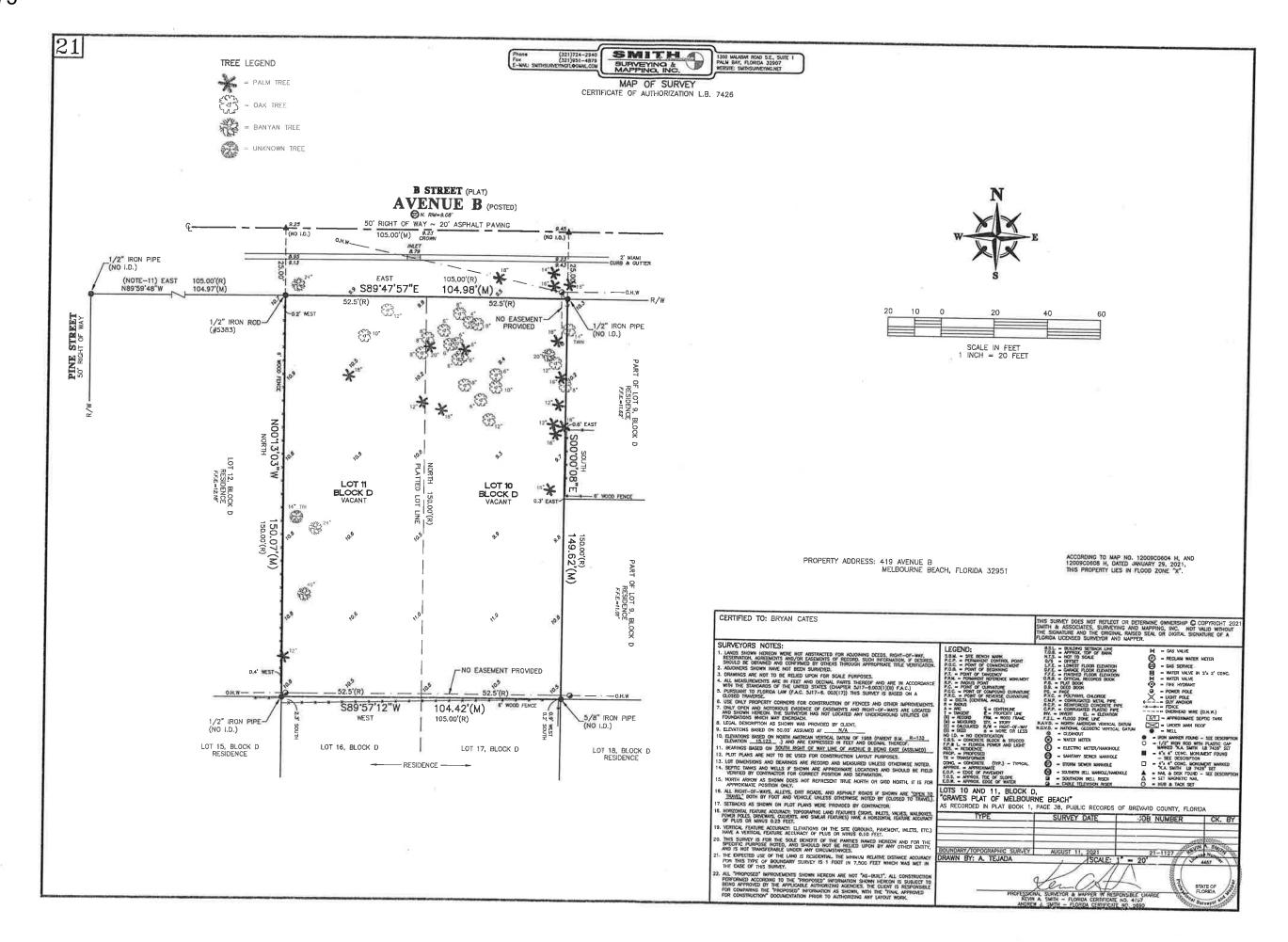
IRRIGATION

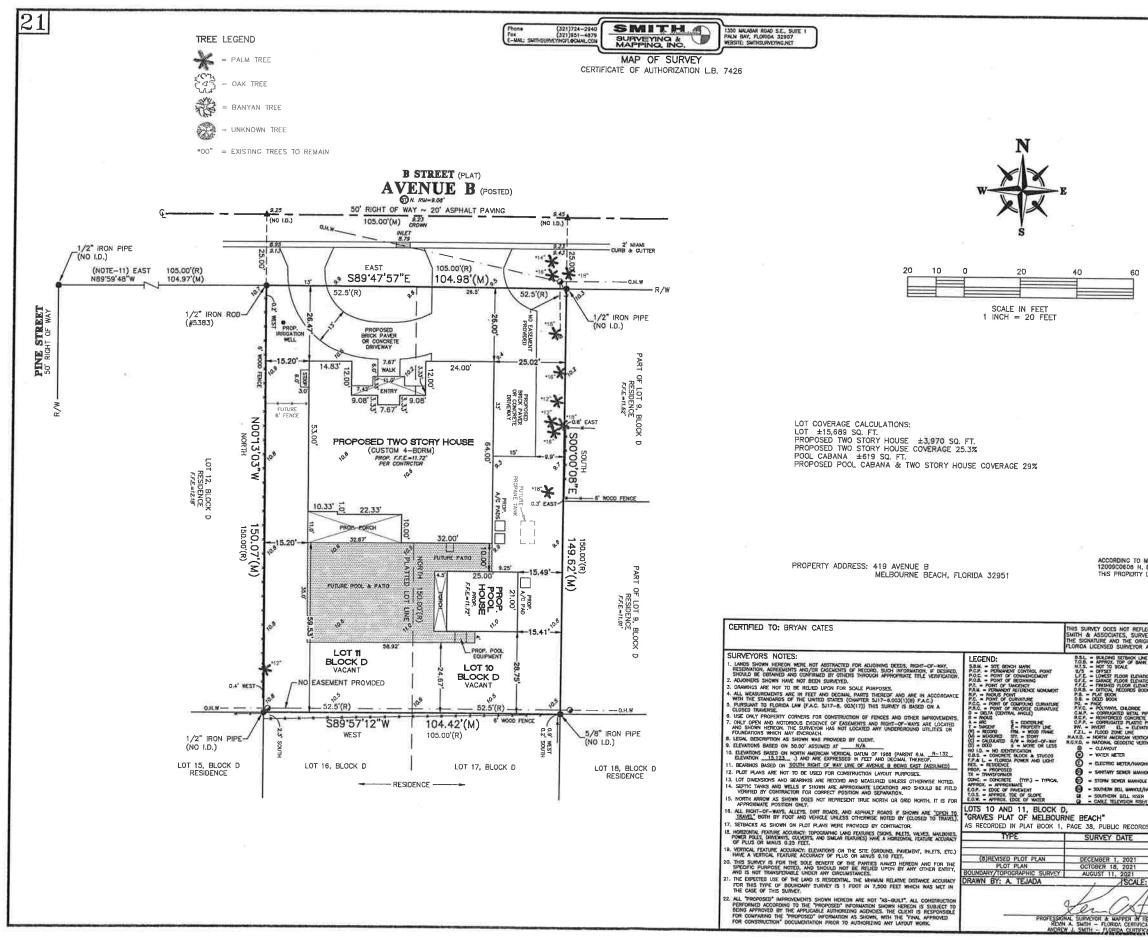
IRRIGATION OF ALL SODDED AREAS AND PLANT BEDS TO BE PROVIDED BY WELL (SEPARATE PERMIT). WELL SHALL HAVE 1.5 HP PUMP WITH 24 ZONE SYSTEM WITH AUTOMATIC TIMER AND RAIN SENSOR.

IRRIGATION SHALL PROVIDE 100% COVERAGE.

ī IRRIG IRRIGATION PLAN Sheet 20, Scale 1" = Project: SINGLE FAMILY RESIDENCE 419 AVE. B., MELBOURNE BEACH Date Engineer of Recor Robert F. Robb P.E. # 55645 & TAYLOR g Solutions, Inc. LARES PLACE ച്ചു ROBB Engineeri 4689 HIDEN 4689 HIDDEN 4680 HIDDEN Affan R

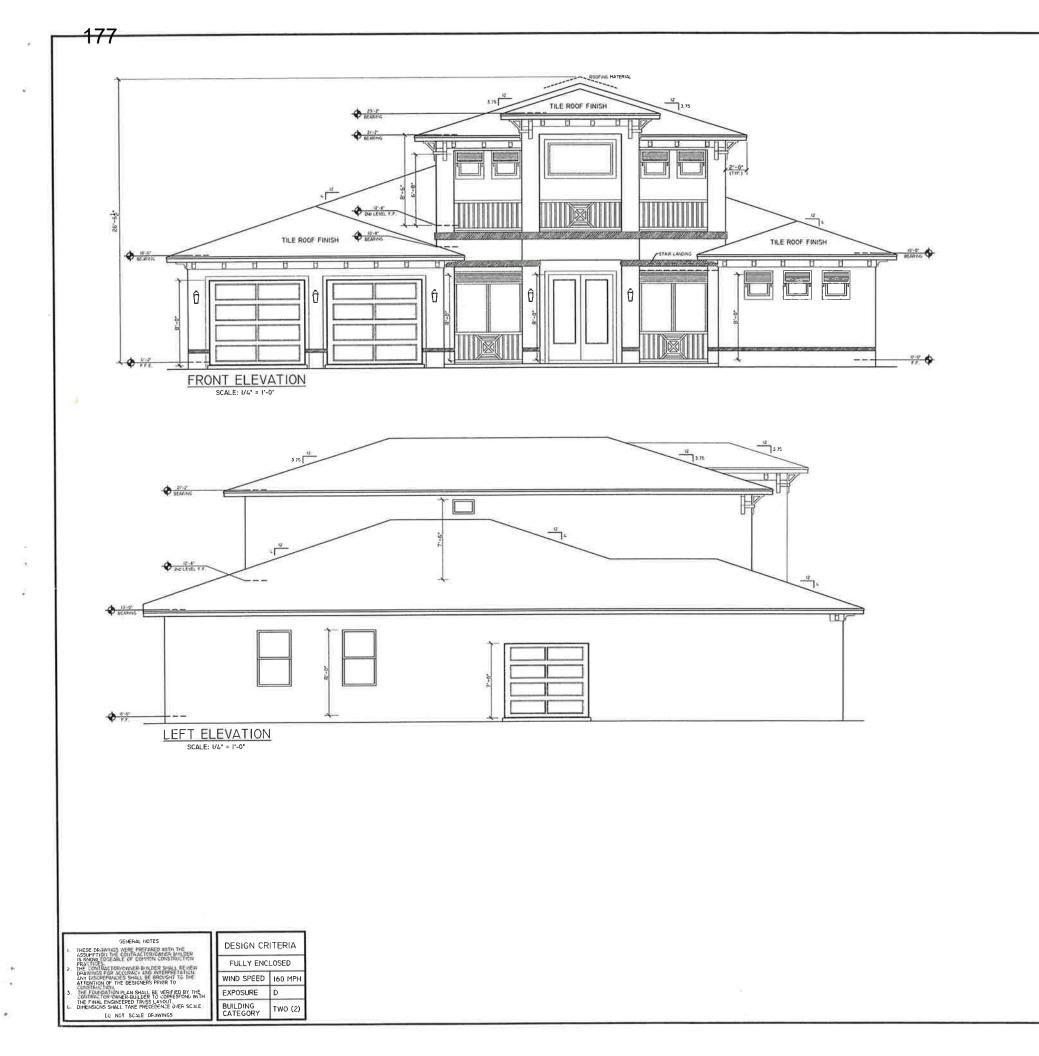
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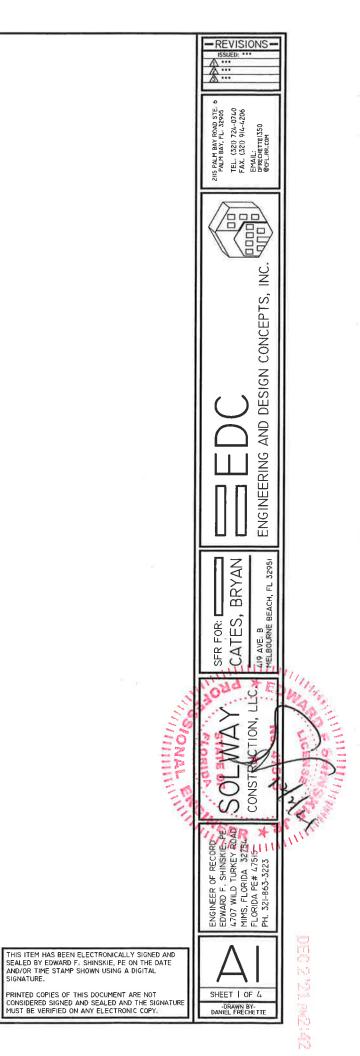


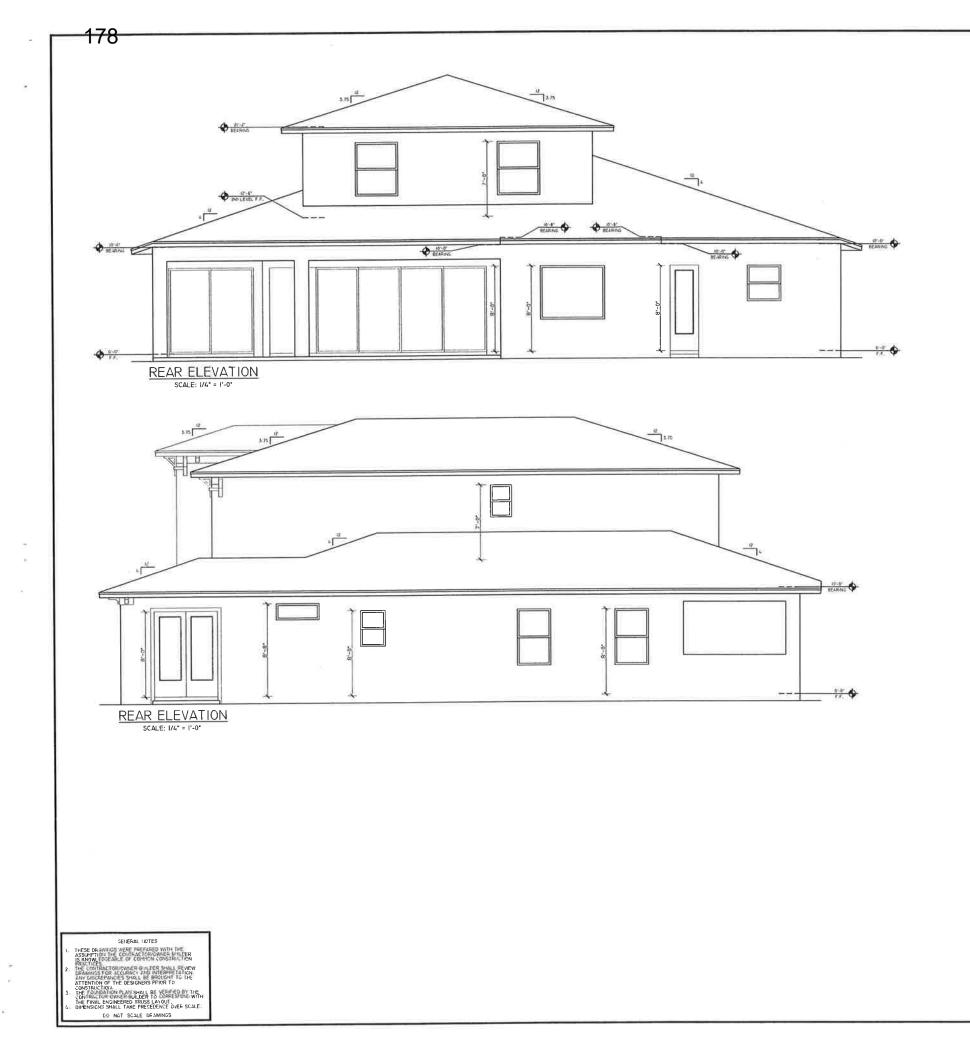


ACCORDING TO MAP NO. 12009C0604 H, AND 12009C0608 H, DATED JANUARY 29, 2021, THIS PROPERTY LIES IN FLOOD ZONE "X".

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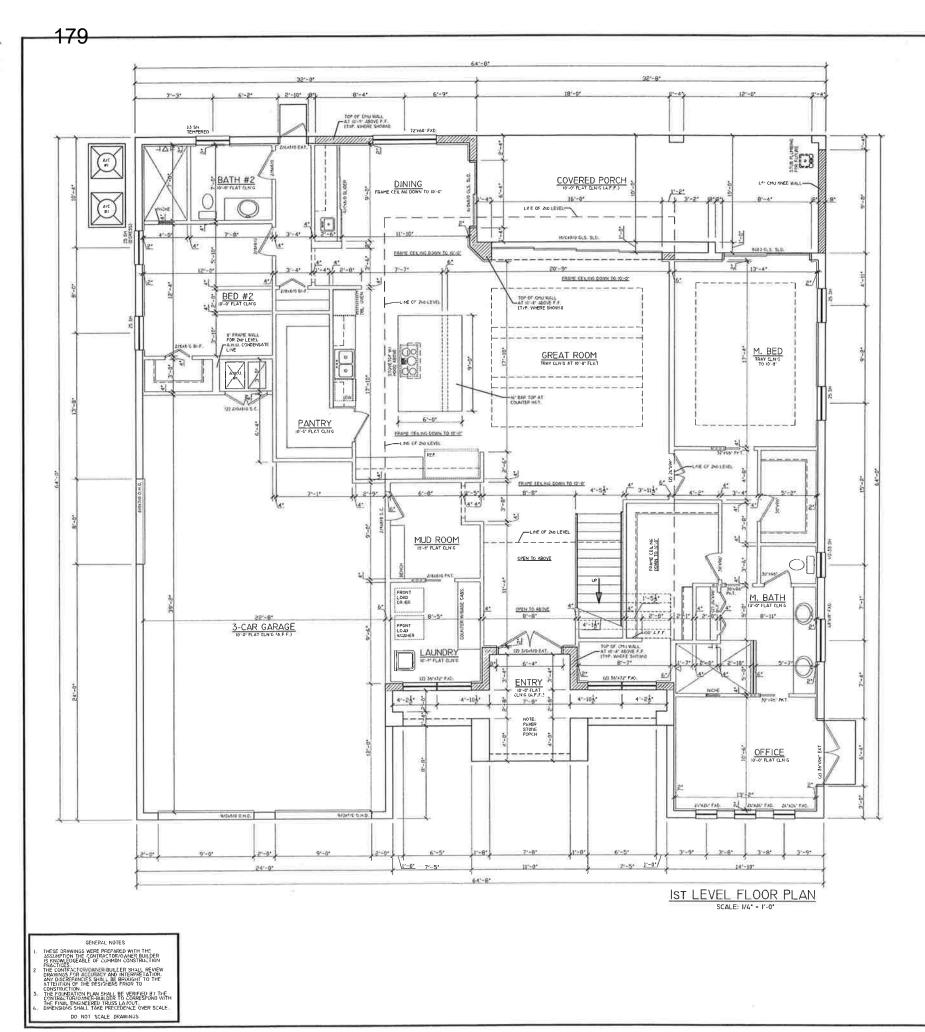




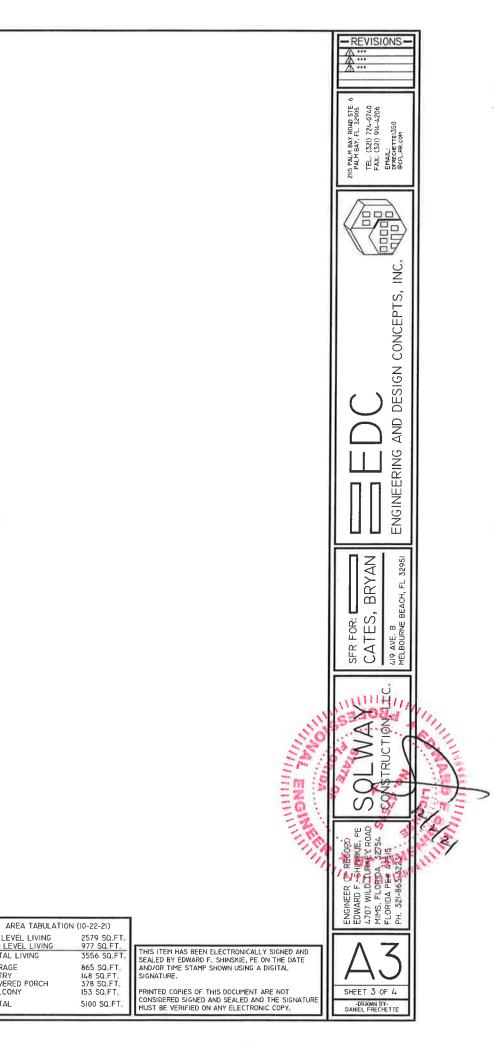


THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY EDWARD F. SHINSKIE, PE ON THE DATE AND/OR TIME STAMP SHOWN USING A DIGITAL SIGNATURE.

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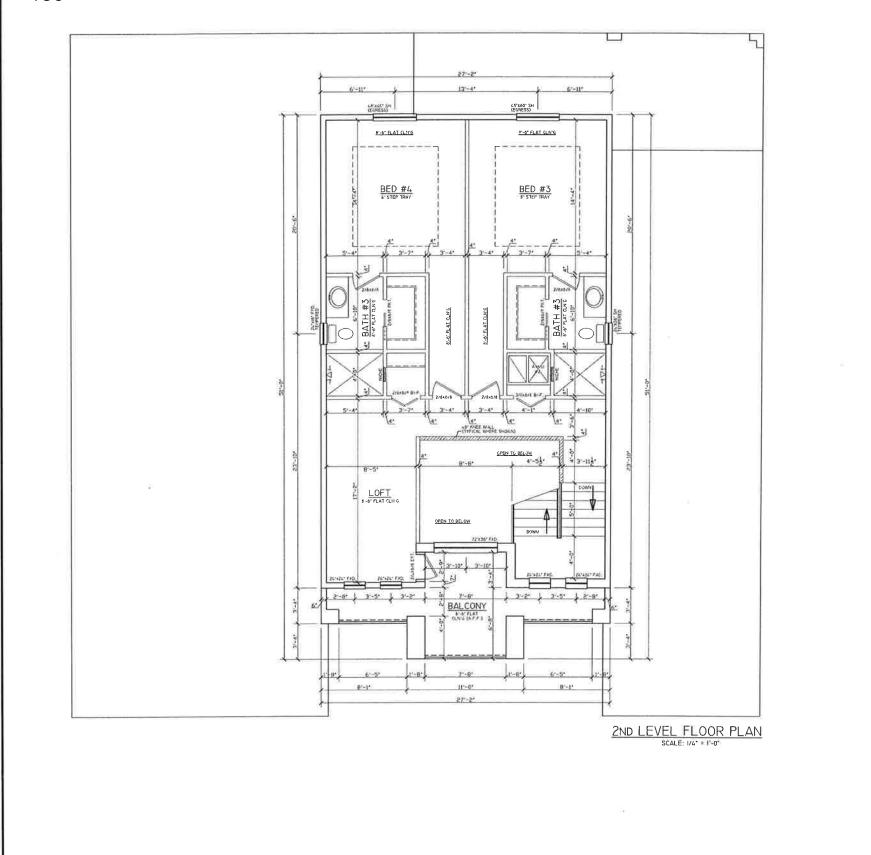
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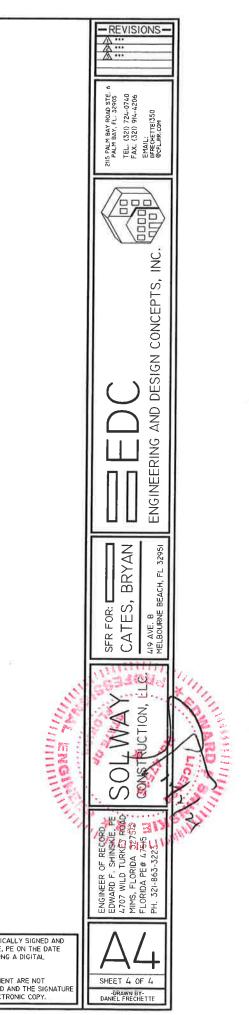
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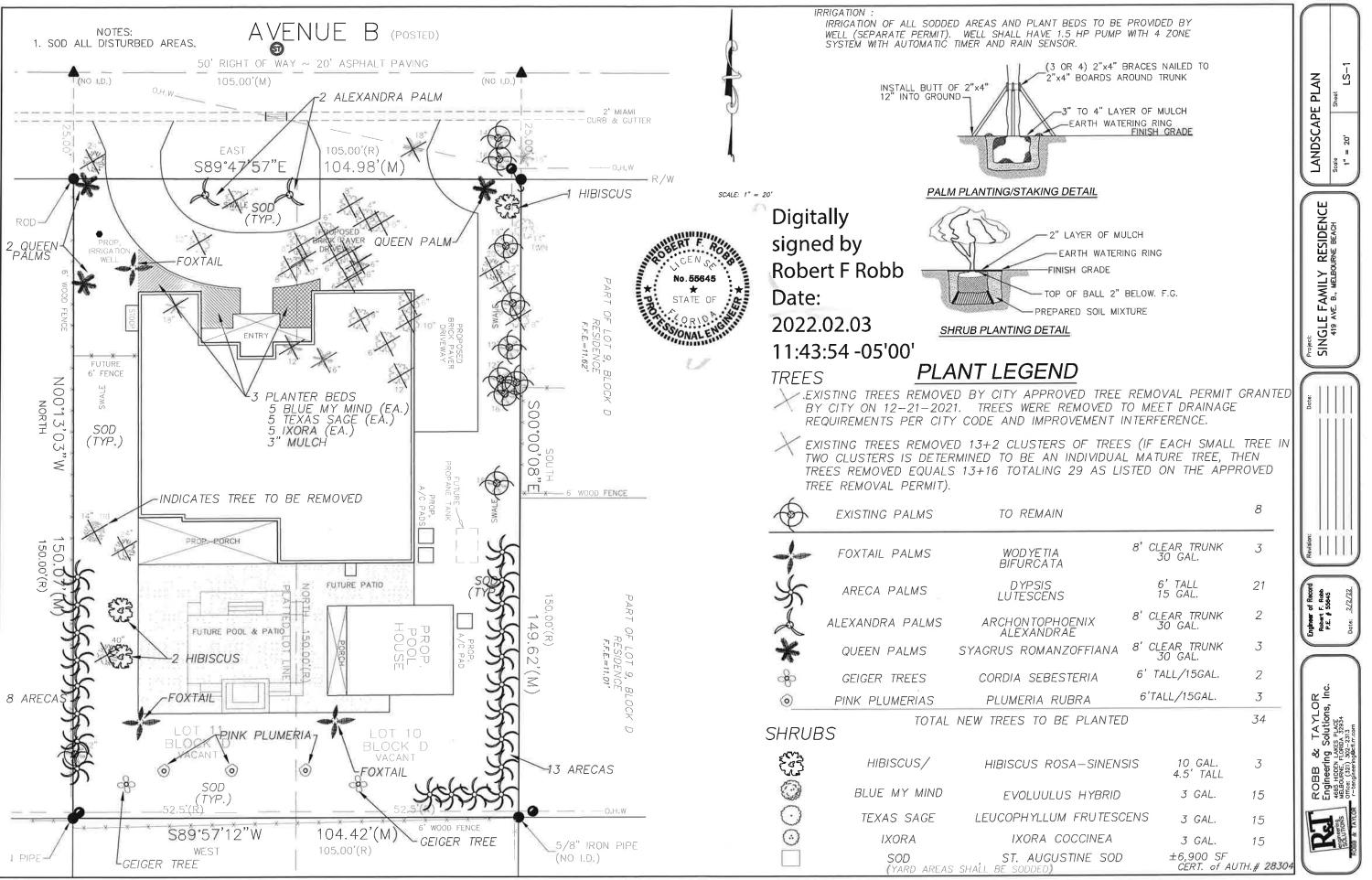
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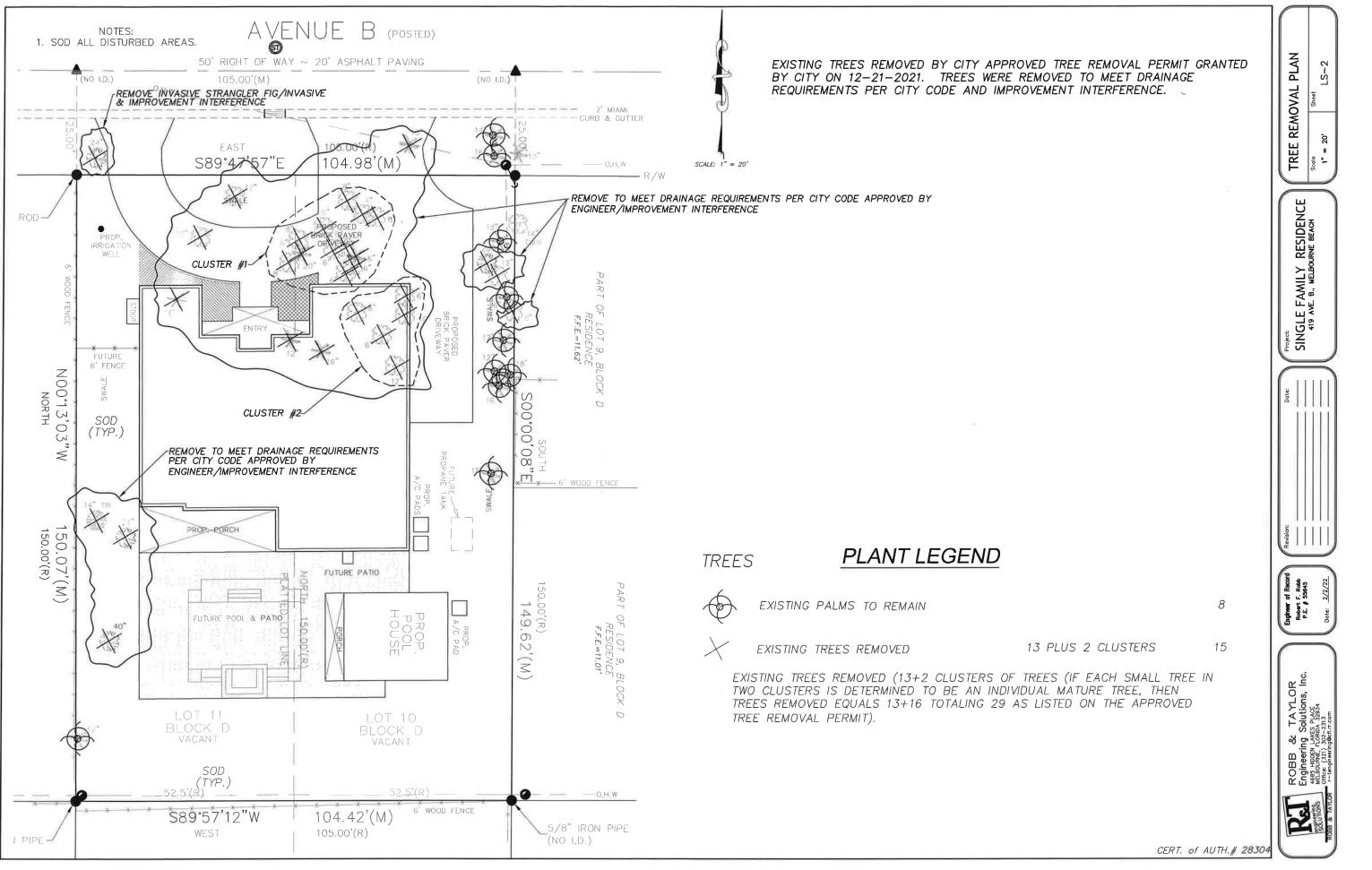
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EB 9'22 PH1:







Town of Melbourne Beach Tree Removal Application Effective Code Town of Melbourne Beach Code of Ordinance 9A-3

9A-4. PERMIT REQUIRED FOR CUTTING DOWN TREE. -No person, organization, society, association or corporation, or any agent or representative thereof, directly or indirectly, shall cut down, destroy, remove, move or effectively destroy through damaging any tree situated on property in any zoning district without first obtaining a permit as herein provided.

Type of Work: Remove and Dispose of 29 Trees.

Describe the work to be done:

New Single Family Residential Construction-Tree Removal Required to Complete Construction

Improvements & Drainage Gode Compliance & Remove Invasive/Diseased Trees

Address: 419 Avenue B. Melbourne Beach, FL 32951

Owners Name: Bryan Cates

Phone: 321-292-9951

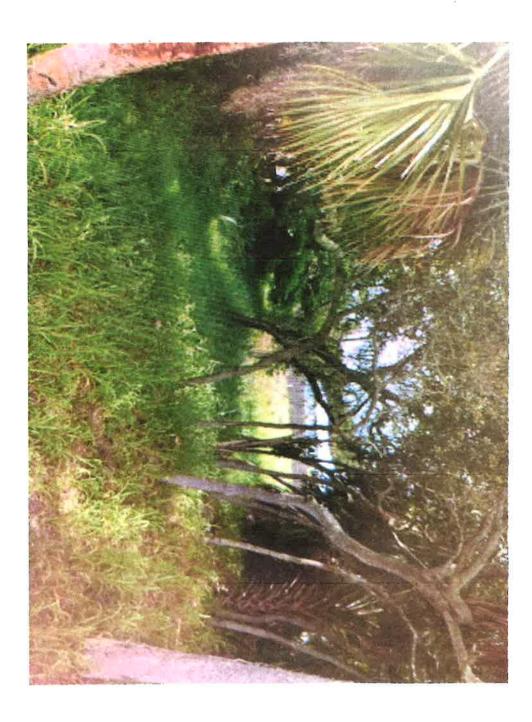
Contracting Firm: Solway Construction, LLC

Phone 321-327-8056

Address: 200 Ocean Ave., Suite 201; Melbourne Beach, FL

Approved Disapproved ublic Works Director ~ ~ Approved Disapproved With mi Building Official (2) ha

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



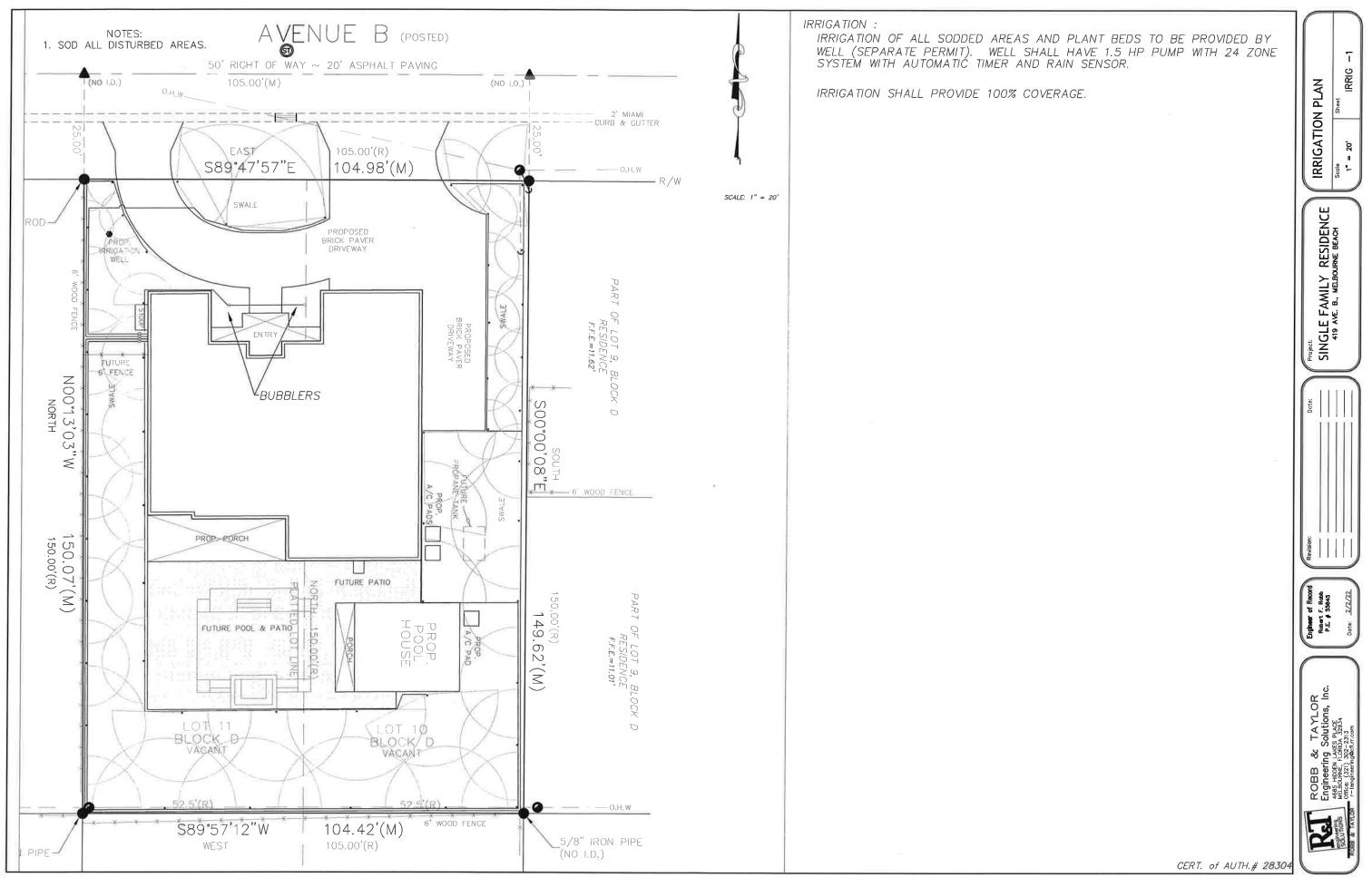
Email: brymaxcates@yahoo.com

Email: kim@solwayconstruction.com

Zip Code 32951

| | | Date: | 12-21-21 |
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| 10, 10, 10, 10, 10, 10 | | | |

Date:



Regular Town Commission Meeting Agenda Item

| Section: | New Business |
|--------------|--|
| Meeting Date | e: February 16, 2022 |
| Subject: | Letter in support of the Founders Monument project |
| Submitted B | y: Mayor Wyatt Hoover |

Background Information:

This letter is to support the grassroots Concerned Citizens Committee of South Brevard proposes to create a \$400,000 public monument featuring bronze statues of Wright, Brothers and Allen atop a podium at Riverview Park, to honor three freed slaves: Peter Wright, Wright Brothers, and Balaam Allen. The original settlers of predecessor community Crane Creek, they founded homesteads near the mouth of the pristine river between 1867 and the mid-1870s.

Recommendation:

Approve letter of support

Attachments:

• Letter of support

Thursday, February 10, 2022

Subject: Letter of Support of the Founders Monument Project

To Whom It May Concern,

I am writing this letter to address my support of the Founders Monument project. I am excited about supporting this historical project that honors and commemorates the three black men who were the founders and first settlers of the town originally known as Crane Creek, FL.

I believe the erection of the Founders Monument will inspire a sense of interest and pride for Brevard County, the State of Florida, and American citizens who understand the value and significance of preserving and remembering history. I believe the Founders Monument will also be a symbol of pride for Melbourne's and Florida's black citizens, who are the descendants of the first settlers.

I believe the Founders Monument's historical significance of the three black founders will also give black youth a sense of pride and will most likely positively impact their self-esteem and self-worth.

In closing, I support this project. I am willing to offer financial support to help the process of completing this project.

Sincerely,

Wyatt Hoover Mayor Town of Melbourne Beach 507 Ocean Avenue Melbourne Beach, FL 32951

Regular Town Commission Meeting Agenda Item

Meeting Date: February 16, 2022

Subject:Proclamation for Human Trafficking Awareness Month January2022

Submitted By: Vice Mayor Barton

Background Information:

January 2022 has been designated as National Human Trafficking Awareness and Prevention Month by the Federal Government. This proclamation serves to inspire education and awareness.

Recommendation:

• Approve Proclamation establishing January 2022 as Human Trafficking Awareness Month in the Town of Melbourne Beach

Attachments:

• Proclamation for Human Trafficking Awareness Month January 2022

HUMAN TRAFFICKING AWARENESS MONTH January 2021

IT IS HEREBY PROCLAIMED BY THE MAYOR OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, that:

WHEREAS, January 2022 has been designated as National Human Trafficking Awareness and Prevention Month by the Federal Government; and

WHEREAS, human trafficking is the illegal trade in human beings, a public health and humanitarian issue, a form of modern-day slavery and a crime against humanity that violates the most basic human rights and deprives victims of their freedom, and

WHEREAS, human trafficking is the recruitment, harboring, transporting, providing, or obtaining of a person for the purpose of a commercial sex act, labor or services induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age, and

WHEREAS, there are three main forms of trafficking: sex trafficking, labor trafficking and organ trafficking. Most awareness and information focuses on the first two, but all three exist, and

WHEREAS, over 45 million people are being trafficked worldwide and the United States is one of the worst countries globally with an estimated 199,000 incidents occurring each year, and

WHEREAS, Florida ranks third in the United States for human trafficking cases reported to the National Human Trafficking Resource Center, with the Central Region having the highest number of cases reported to FDCF, as human traffickers regard Florida as one of the most attractive destination and transit points for their victims, and

WHEREAS, human trafficking has increased exponentially as the fastest growing and third largest international criminal enterprise behind illegal drugs and arms trades, generating over \$150 billion dollars, specifically involving CSAM, pornography and online exploitation and often involves family members or those personally known to the victim, and

WHEREAS, human trafficking community awareness initiatives, interventions and education of parents and caregivers are critical to the fabric of our society as the average age of recruitment into trafficking is 12-14 years of age and half of all trafficking victims are children, and

WHEREAS, we commit ourselves to eradicating the evil of enslavement. Human trafficking is a modern form of the oldest and most barbaric type of exploitation and we proclaim it has no place in the world, our great nation, or our Town; and

WHEREAS, more awareness and education are crucial to eradicating human trafficking in our communities, state, and nation; and

WHEREAS, ANEW Life International (ANEW) is a local faith-based not-for-profit organization serving as a trusted partner to raise awareness, reduce vulnerability and provide resources and services to victims, survivors and our community, and

NOW, THEREFORE, I, Wyatt Hoover, Mayor of the Town of Melbourne Beach, by virtue of the authority of said office, do hereby proclaim the month of January 2022 as:

HUMAN TRAFFICKING AWARENESS MONTH

in the Town of Melbourne Beach, Florida, and urge all citizens to protect the vulnerable and end human trafficking through continued prevention, prosecution, education, and awareness and to send a strong message to perpetrators that Florida is a zero-tolerance state for all forms of human trafficking and that we are committed to protecting victims' rights and restoring their dignity and freedom. **IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the Town of Melbourne Beach to be affixed this Nineteenth day of January, Two Thousand Twenty-two.

Wyatt Hoover, MAYOR

ATTEST:

Jennifer Torres, TOWN CLERK

Town Commission Meeting

| Section: | New Business |
|---------------|---|
| Meeting Date: | February 16, 2022 |
| Subject: | New Code of Ordinance for Outdoor Seating with Roof |
| From: | Town Manager Mascaro |

Background Information:

Over the course of the past 2 years, several of the Town's merchants have requested expansion of their outdoor seating to better accommodate their patrons healthy/safety concerns.

Our Code of Ordinances currently restricts the setback for zone 6B to:

Front set back 25 feet from lot line.

Side interior lot setback, none; provided a public access is available to the rear of the lot for trash removal and fire protection. Otherwise the minimum side setback of 15 feet on one side of the structure is required

Side Corner lot setback 20 feet from lot line.

Rear setback, 20 feet from lot line except 25 feet when abutting a residential area and 15 feet abutting an alley.

The businesses would like to have some of the setbacks reduced in order to allow for the expansion of their outdoor seating. The outdoor seating area would not be considered in the overall minimums or maximums for lot coverage, or minimum floor area. The business would also like to be allowed to have a permanent roof or fabric cloth over the outdoor structure to provide shade and to provide cover during a rain event. Ideally the roof structure over the expanded outdoor seating, would not carry the same restrictions as the permanent structure.

Recommendation: Allow the Town Manager to work with the Town Planner and Town Attorney to draft language for a new Code of Ordinances that would allow for the expansion of outdoor seating to include a permanent roof structure.

Attachments: 7a-36 6-B Downtown Business District

§ 7A-38.98-B DOWNTOWN BUSINESS DISTRICT.

(a) Intent. The provisions of this district are intended to apply on centrally located areas adjacent to major arterial streets and convenient to major residential areas. The types of uses permitted are intended to provide limited business activities serving the needs of residential neighborhoods. Uses should reflect an atmosphere of providing basic consumer needs of the residential community.

(b) Principal uses and structures. The following uses and structures are permitted for any use or group of uses that are developed, either separately or as a unit with certain site improvements shared in common:

(1) Retail stores, sales and display rooms, including places where goods are produced and sold at retail on the premises.

(2) Personal service establishments such as barber and beauty shops, laundry, and dry- cleaning pickup stations, and tailor shops.

(3) Professional offices, studios, clinics, general offices, and business schools.

- (4) Banks and financial institutions.
- (5) Educational and cultural institutions.
- (6) Public and private parking lots.
- (7) Governmental and municipal buildings and public recreation areas.

(c) Accessory uses and structures: Customary accessory uses of one or more of the principal uses clearly incidental and subordinate to the principal use and in keeping with the low-density commercial character of the District.

(d) Special exceptions:

(1) Bar/lounge.

(2) Houses of worship. A house of worship must have a maximum of 150 seats in the main assembly area. The main assembly area must include side rooms and areas that can convert into part of main assembly room.

(3) Bed and breakfast inns. To be permitted, a bed and breakfast inn must meet the provisions of § 7A-152(c)(2) and (3) of this code and the following requirement: If the facility proposed to be a bed and breakfast inn is an existing structure(s), the architectural features must be preserved. A rendering of the elevation must be submitted by the applicant and shall be attached to the special exception approval to assure future preservation of the architectural features.

(4) Restaurant, subject to the following conditions:

a. At least 51% of the total gross revenues must come on a bi-monthly basis from the retail sale on the premises of food and non-alcoholic beverages. Proceeds of catering sales are not to be included in the calculation of the total gross revenues. "Catering sales" include food or non-alcoholic beverage sales prepared by the restaurant owner/operator on the premises for service by the owner/operator outside the restaurant premises.

b. For restaurants that serve any alcoholic beverages, the restaurant owner/operator is required upon request by the Town Manager, a Town code enforcement officer, or any Town law enforcement officer to "open the restaurant's records" to substantiate that 51% or more of the total gross revenues reported on a bi-monthly basis is derived from the sale of food and non-alcoholic beverages, exclusive of revenues derived from catering. The restaurant owner/operator has the burden of proof of compliance with the requirements that 51% or more of the total gross revenues

report**qQ**²**h** a bi-monthly basis is derived from the sale of food and non-alcoholic beverages, exclusive of revenues derived from catering. Failure to substantiate or prove compliance with this requirement results in the rebuttable presumption that the restaurant is in actuality a bar or lounge.

1. For restaurants that serve any alcoholic beverages to qualify as a restaurant pursuant to this code, the restaurant must maintain separate records of all purchases and gross retail sales of food and non-alcoholic beverages and all purchases and gross retail sales of alcoholic beverages. The records required in this subparagraph must be maintained on the premises of the restaurant, or such other designated place approved in writing by the Town Manager for a period of three years after the month of sale. The Town Manager will approve written requests to maintain the aforementioned records off the premises when the place to be designated is the restaurant's business office, open eight hours per work day, of a corporate officer, attorney, or accountant; the place to be designated is located in Brevard County; and the place to be designated is precisely identified by complete mailing address not using a post office box. A failure to keep the foregoing sale records creates a presumption that the restaurant is operating as a bar/lounge.

2. Since the burden is on the holder of the "restaurant" zoning designation to demonstrate compliance with the foregoing requirements of the designation as restaurant, the records required to be kept must be legible, clear, and in the English language, and must be made available within 14 days upon demand by the Town Manager, a code enforcement officer of the Town or Town law enforcement.

c. The required percentage must be computed by adding all gross sales of food, non-alcoholic beverages, and alcoholic beverages and thereafter dividing that sum into the total of the gross sales of food plus non-alcoholic beverages.

(e) Prohibited uses:

(1) Drive-in, drive-up, drive through, or any other similar feature that provides for receipt of goods, services, food, money or information by a consumer while seated in a motor vehicle.

- (2) Facility or base for mobile marijuana dispensary.
- (3) Grow house.
- (4) Marijuana dispensary.
- (5) All other uses not specifically or provisionally permitted herein.

(f) Lot and principal structures, sizes, and setbacks:

- (1) Minimum lot area, 9,000 square feet.
- (2) Minimum lot width, 60 feet (at front building line).
- (3) Minimum lot depth, 150 feet.
- (4) Maximum lot coverage, 50%.
- (5) Minimum floor area, 300 square feet.
- (6) Maximum height, 35 feet.
- (7) Minimum yard requirements:
 - a. Front setback, 25 feet from lot line.

b. Side interior lot setback, none; provided a public access is available to the rear of the lot for trash removal and fire protection. Otherwise, a minimum side setback of 15 feet on one side of the structure is required.

c:1955de corner lot setback, 20 feet from lot line.

d. Rear setback, 20 feet from lot line, except 25 feet when abutting a residential area, and 15 feet when abutting an alley.

e. Ocean setback. No building or structure shall be constructed on oceanfront property within the Town boundaries seaward of the coastal setback line established pursuant to Chapter 5A. In addition to the structures permitted in Chapter 5A, beach access shall be permitted by an elevated boardwalk supported on pilings with appropriate steps.

(g) Sidewalk and parking lots: Sidewalks and parking lots shall be constructed and maintained by the owner along the public streets or highways abutting any developments in this District.

(h) Supplementary regulations: As provided in § 7A-50 through 7A-69, and Chapter 9A.

(i) Where a lot is developed for commercial use and the rear or side yard abuts a lot developed as a single-family, detached residential dwelling, or abuts a developed or undeveloped lot within the 1-RS, 2-RS, or 3-RS single-family residential zoning district, a masonry wall six (6) feet in height must be constructed on or parallel to that rear or side lot line. Not less than 25% of the total surface area of the wall shall allow the free-flowing passage of air while still serving as a visual barrier. The wall must be erected and maintained by and at the expense of the owner of the 6-B zoned property. The wall must be constructed as follows:

(1) Materials. Walls must be constructed of long-lasting, durable masonry materials, such as precast or poured concrete or concrete block. Walls of sheet, link or corrugated, iron, steel, or concertina wire, PVC, pressure treated woods, non-treated woods, and aluminum are prohibited. Barbed wire must not be constructed or placed on top of a wall or used as part of a wall.

(A) Dyes, tints, patterns or textures may be added to mitigate any "plain concrete" appearance. Plain concrete walls are not permitted.

(B) To change the appearance of an "unbroken, monotonous blank wall", it is encouraged that walls be divided into discrete sections no more than 10 feet in length, by columns, pilings, posts, architectural detail, or a change in orientation, texture, pattern, materials or color.

(2) The six (6) foot wall must extend the full length of the adjoining residential property; however, forward of the front building line of an adjoining residential lot, the wall must be no higher than four (4) feet.

(3) The wall must comply with all Town code requirements for vision clearance at corners and curb lots.

(4) Maintenance. Walls must be continuously maintained on both sides of the wall at no more than their maximum allowed height at the expense of and by the owner and occupant of the property within the 6-B zoning district in an orderly, non-deteriorating, and good condition free of graffiti, peeling or blistering paint or materials, broken or missing sections or posts, broken concrete block masonry, and the like.

(5) With regard to lots that were granted a special exception for an eating and drinking establishment, on or before April 1, 2013, a masonry wall meeting the foregoing requirements must be constructed by and at the expense of the property owner of the 6-B zoned property when the use of the property is changed to a restaurant or the pre-existing eating and drinking establishment use is substantially redeveloped. For the purposes of this sub-paragraph, the following definitions apply:

(A) "Change of use" means a change from the use existing to any other use.

(B) "Substantially redeveloped" means any increase in size, square footage, height, coverage or intensity of the use or any structure associated with the use, or the replacement or renovation the

cost of Witch represents greater than 30% of the assessed value of the structures on the property as recorded in the most recent records of the property appraiser.

(`75 Code, Appendix A, Art. VI, § 6) (Ord. passed 9-26-72; Am. Ord. 74-3, passed 9-24-74; Am. Ord. 85-7, passed 11-12-85; Am. Ord. 2003-04, adopted 12-17-03; Am. Ord. 2-2005, adopted 7-20-05; Am. Ord. 2006-12, adopted 8-14-07; Am. Ord. 2008-08, adopted 9-3-08; Am. Ord. 2009-03, adopted 4-15-09; Am. Ord. 2013-02, adopted 5-15-13; Am. Ord. 2014-08, passed 10-29-14; Am. Ord. 2017-05, adopted 12-20-17; Am. Ord. 2018-03, adopted 8-15-18)

Regular Town Commission Meeting Agenda Item

| Section: | New Business |
|---------------|--|
| Meeting Date: | February 16, 2022 |
| Subject: | Resolution 2022-02 – Budget Amendment for FY2021. Increase Expenditure to cover costs in General Fund the Police Donations Fund. |
| Submitted By: | Jennifer Kerr, Finance Manager |

Background Information

Increase expenditures for Police Capital Outlay in the General Fund. Increase expenditures for Operating Supplies in the Police Donations Fund.

According to Town Code of Ordinances, 15-6 BUDGET AMENDMENTS AUTHORIZED at any time in any budget year, the Town Commission may amend the adopted budget or transfer any unencumbered balance, or portion thereof, from one fund, office, department or agency to another by approval of a resolution providing for same.

Resolution 2022-02 complies with the ordinance.

Recommendation:

Motion to approve Resolution 2022-02

Attachments: Resolution 2022-02

RESOLUTION NO. 2022-02

A RESOLUTION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE BUDGET FOR THE FISCAL YEAR 2020-2021; AMENDING RESOLUTION NO 2021-16; AMENDING EXPENDITURES FOR THE TOWN'S GENERAL FUND AND POLICE DONATIONS 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, 2020 and ending September 30, 2021 by Resolution No 2021-16; and

WHEREAS, this Resolution amends Resolution No 2021-16 covering the period October 1, 2020 to September 30, 2021; 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 Statues 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:

<u>Section 1</u>. That the 2020-2021 Town Budget for the General Fund and the Police Donations Fund and Resolution No 2022-02 adopting the aforesaid amended budget, is hereby amended with the following amendments. Not all funds or accounts are depicted. Funds, accounts, and departmental budgets or appropriations not shown are not amended. The overall budget bottom is not increased.

#1. Increase expenditures for the following Funds:

Fund 001:

001-21-520.64.01 (Capital Outlay) in the amount of \$3,800.00 to recognize the cost of the Dry Van Container

Fund 622:

622-21-520.52.90 (operating expense) in the amount of \$189.00 to recognize the increased cost for expenditures.

<u>Section 2</u>. 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 February 16, 2022.

PASSED AND ADOPTED by the Town Commission of the Town of Melbourne Beach, Brevard County, Florida, at its regular meeting this 16th day of February, 2022.

> TOWN OF MELBOURNE BEACH, FLORIDA, a Florida Municipal Corporation

ATTEST:

Jennifer Torres Town Clerk

Town Commission Meeting Agenda Item

Section: New Business

Meeting Date: February 16, 2022

Subject: A/C unit for Town Hall (1 of 2)

Submitted By: Public Works Director Tom Davis

Background Information: The two large A/C units that handle all of the Town Hall Building are 6 years old. Both have developed leaks in the coils. We have been adding refrigerant each quarter when MI air and heat service the units. One of those units has reached the point that it will not hold refrigerant and will not run. At this time we are operating with one unit that still can maintain enough refrigerant to run.

Options: Replace coils in both units may get more time of use until compressors go out or replace one unit this year and the other unit next year. We can function with one unit but it is not as affective and does work running unit more.

Recommendation: Replace one unit this year and keep other one running replace it next year.

Attachments:

- Proposal From Merritt Island Air and Heat
- Proposal from CMS



REPAIR PROPOSAL

625 Cypress Street Merritt Island, FL 32952 Phone: (321) 452-5665 Fax: (321) 452-6731 Administration

| Customer Name | | Town c | of Melbourne | e Beach | | C |)ate: | 8 | 8/16/2021 | |
|-----------------------------|--------------|---------------------|--------------|------------|------------------|---------------|--------|--------------------------------------|-----------|----------|
| Address | 5 | 507 Ocean Ave | | State | FI | | Zip | | 32951 | |
| City | | Melbourn | e Beach | | Pł | none Numbe | er | | | |
| Store Name | | | | | St | ore Number | | | | |
| Address | | | | | City/S | tate | | | | |
| Unit Number Model Number | | Make 180C00A2AAA | | | oltage lumber | 208-23 | | Phase N1G6832564 (2 | 2016) | 3 |
| Tonnage | Stage | | Call Slip | | | Process I.E |) | | | |
| Description of Fai | lure: | | | | | | | re found with lea regain proper o | | |
| Description of Wo | ork to be Co | Isolate CU fro | | | | | | move and replac | | |
| | | | | | | | | e house power a | | <u> </u> |
| | | virgin R-410a | refrigerant. | Verify pro | per oper | ation and rea | attach | n access panels | once com | nplete. |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
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| Materials Inclu | uded | | Quantity | | Price | То | tal Cost |
|---------------------|----------|-----------------|-------------|----------------|------------------|------------------------|------------|
| Condenser Coil | | | 2 | - | \$2,000.00 | | \$4,000.00 |
| Coil Coating | | | 2 | - | \$810.00 | | \$1,620.00 |
| Liquid Line Drier | | | 2 | - | \$230.00 | | \$460.00 |
| R-410a Refrigerant | t | | 35 | - | \$40.00 | | \$1,400.00 |
| Dry Nitrogen Gas | | | 1 | - | | | \$30.00 |
| Welding Materials | | | 1 | - | | | \$30.00 |
| 0 | | | | - | | | |
| | | | | _ | | | |
| Breakdown Cost: I | Labor | | | - | Total Material | | \$7,540.00 |
| Number of men | 1 | Total Hours | 10 | Rate | \$95.00 | Total Labor | \$950.00 |
| Number of men | 1 | Total Hours | 10 | Rate | \$95.00 | Total Labor | \$950.00 |
| Job Quoted by: | | Dylan Johnson | n | | Job Cost | — | \$9,440.00 |
| Comments: | | , | | | | | . , |
| * All work to be pe | rformed | during normal b | usiness hou | Irs. | | | |
| * New materials ar | nd comp | onents have a 1 | year warra | nty from the r | nanufacture. Rep | air labor has a 90 day | |
| warranty from Me | | | | | • | | |
| Approv | al Signa | ture: | | | Appr | oval Date: | |



ESTIMATE

 Estimate Date:
 1/25/2022

 Estimate Expiration:
 2/25/2022

 WO Number:
 2267508

PO Number:

| ΠΟΛΕ | | | | | |
|---|---|---------------------------------|------------------------------------|----------------------|------------------------|
| Remit CMS Nextech, LLC | | Qty Part # | Description | Price | Ext Price |
| To: 1045 S John Rodes Bly Melbourne, FL 32904 | /d. | 1.00 NA | CRANE | \$741.00 | \$741.00 |
| PH:(800) 382-3150 Fax | :(800) 897-7886 | 1.00 NA | FREIGHT | \$142.86 | \$142.86 |
| Bill TOMECORP | | | | Subtotal: | \$883.86 |
| To: 507 OCEAN AVENUE MELBOURNE BEACH, | FL 32951 | Unit: AC 3 | Model: YC180C00A2AAA 4A | DOM: | 2016 |
| Job TOME000001 | 0_00. | Manufacturer: YORK | | mber: N1G683 | 32564 |
| Site: | | Qty Part # | Description | Price | Ext Price |
| TOWN OF MELBOURN 507 OCEAN AVENUE | E BEACH 1 | 24.00 S | STANDARD TIME | \$85.00 | \$2,040.00 |
| MELBOURNE BEACH, | FL 32951 | 1.00 5830SWD | 5/8 X 30CI SW DRIER | \$100.56 | \$100.56 |
| | | 20.00 LVW188 | LOW VOLTAGE WIRE 18-8 PER FT (250) | \$1.54 | \$30.80 |
| | | 2.00 MELEC | ELECTRICAL MATERIALS | \$20.00 | \$40.00 |
| Descri | ption of Work | 1.00 MHARD | HARDWARE MATERIALS | \$20.00 | \$20.00 |
| **PER CUSTOMER REQUEST | | 1.00 MREC | RECOVERY & EVACUATION | \$40.00 | \$40.00 |
| AC 3 - CONDENSING UNIT | | 1.00 NA | 15 TON CONDENSING UNIT | \$10,571.44 | \$10,571.44 |
| MAKE: YORK | | 1.00 NA | ARMAFLEX | \$63.00 | \$63.00 |
| MODEL #: YC180C00A2AAA4A SERIAL #: N1G6832564 | A | 1.00 NA | COIL COATING PROTECTION | \$1,285.00 | \$1,285.00 |
| AGE: 6 YEARS | | 1.00 NA | ELECTRICAL | \$130.50 | \$130.50 |
| SIZE: 15.00 TONS | | 1.00 NA | FITTINGS | \$63.00 | \$63.00 |
| CMS proposes to: | | 10.00 NA | LIQUID LINE PIPING | \$3.66 | \$36.57 |
| *Recover the refrigerant per EPA | | 1.00 NA | REFRIGERANT | \$1,190.00 | \$1,190.00 |
| *Disconnect and remove the cor *Purge the system with nitrogen | | 10.00 NA | SUCTION LINE PIPING | \$10.04 | \$100.43 |
| oil. | 2 | 2.00 NITRO | NITROGEN 40 | \$72.25 | \$144.50 |
| *Install a new condensing unit vi *Flush system with RX11 | a crane. | 1.00 RX11LG | RX11 FLUSH REFRIG 2LB CANISTER | \$179.74 | \$179.74 |
| *Install new manufacture recomm | mended liquid line filter | | | | |
| drier. *Pressure test system with nitrog | an to verify no leaks | 1.00 VPO1QT | | \$42.25 | \$42.25 |
| *Make new electrical connection | S, | 1.00 WELD | WELDING MATERIALS | \$30.00 Subtotal: | \$30.00 \$16,107.79 |
| *Release nitrogen and perform t | riple evacuation. erant to manufacture specification. | | | oubtotal. | \$10,107.75 |
| *Restart the unit and verify for p | • | | | | |
| **Due to scope of work a crane a | | | | | |
| be required. | | | | | |
| **4 to 6 week lead time once ap | proved | | | | |
| The ongoing global pandemic is chains across multiple commodi due to unexpected inability of su | ties, Order ship dates may change | | | | |
| Excluded: Engineering, Structural Reinforc Permits over \$200. FAA permits, Street closures, Ac access, EMS & BAS, integration and balance, Commissioning, S Surveys, New electrical wire pull installation, Additional lighting in upgrades. | , Life safety systems, Test prinkler systems ls, Roofing, Additional GFCI | | | | |
| Price includes all labor, material equipment as listed above to con | | | | | |
| Questions please contact Jose joseviera@cmsnextech.com | Viera Jr @ 321-473-0311 | | | | |
| | Customer and any 3rd party vendor expres | | s Sale Amoun | t: \$1 | 6,991.65 |
| Page 1 of 2 | that the information and format provided he confidential information of CMS Nextech, L not be disclosed to anyone else without the CMS Nextech, LLC. | LC, and its affiliates, and sha | Estimated Tax | ψ. | 61,189.42 |
| | | | Estimate Tota | al: \$1 | 8,181.07 |

| CONTINUE CONTINUE EXEMPTION EXEMPTION EXEMPTION EXEMPT |
|--|
| PO Number: Remit CMS Nextech, LLC To: 1045 S John Rodes Blvd. Melbourne, FL 32904 PH:(800) 382-3150 Fax:(800) 897-7886 Bill TOMECORP To: 507 OCEAN AVENUE MELBOURNE BEACH, FL 32951 Job TOME000001 Site: TOWN OF MELBOURNE BEACH 1 507 OCEAN AVENUE MELBOURNE BEACH, FL 32951 |
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| Customer and any 3rd party vendor expressly acknowledges and agrees Sale Amount: \$16 Q |
| that the information and format provided herein is the proprietary and |
| Page 2 of 2 confidential information of CMS Nextech, LLC, and its affiliates, and shall not be disclosed to anyone else without the express written permission of Estimated Tax: \$1,1 |
| CMS Nextech, LLC. |



Town Manager Memo

- 1. Software conversion continues on time and as agreed.
- 2. Meeting with Fire Chief's and Police Chief's from island communities to discuss possible future endeavors.
- 3. Met with members of Fire Association to discuss possible boat launch.
- 4. Attended TPO Save System Symposium with Chief Griswold.
- 5. Conference call with Point and Pay regarding new software system integration with Finance Manager Kerr.
- 6. Met with Neal Tompkins to discuss S.E.A project and process.
- 7. Attended P&Z meeting with Building Official Robert Bitgood
- 8. Emails sent to prior Founders Day Vendors, food vendors and bands to sign up for this year's event.
- 9. Rotary has submitted their request to serve alcohol during Founders Day.

Building Department Report

January 2022

- 38 permits issued
- Construction Value of the 38 permits totaled \$1,162,200.00
- Total Permit fees \$12,017.99
- 114 inspections completed
- 39 plans reviewed
- 2 Site Plan review for P&Z
- 1 BTR reviews
- 1 Vacation Rental inspections
- 1 New homes

| Permit | Description | Issue | Company | Address |
|----------|------------------------------------|-----------------------------------|-----------------|-------------------|
| MB21_505 | FENCE AND GATE, INSTALL | 1/20/2022 Carrie's Fence of Pal | m Bay | 214 CHERRY DR |
| MB21_597 | PAVERS, DRIVEWAY | 1/6/2022 Surfside Pavers Inc. | | 422 FOURTH AVE |
| MB21_623 | WINDOW, REPLACE | 1/10/2022 A Better View | | 411 SURF RD |
| MB21_635 | NEW HOME | 1/4/2022 Joyal Construction | | 303 RIVERSIDE |
| MB21_641 | NEW POOL AND SPA | | | |
| | | 1/13/2022 PINEAPPLE POOLS | OF FLORIDA, LLC | 208 THIRD |
| MB21_643 | RE ROOF, FLAT | 1/12/2022 Sal Vitale The Roof D | Doctor | 204 BIRCH AVE |
| MB21_645 | ELECTRIC, REWIRE | 1/6/2022 Peay's Electric II, Inc. | | 311 AVENUE A |
| MB21_647 | FENCE AND GATE, INSTALL | 1/20/2022 FENCE OUTLET INC | : | 303 HIBISCUS TRL |
| MB21_648 | HVAC, REPLACE | | | |
| MB21_650 | NEW DOCK, COVERED BOAT SLIP, LIFT. | 1/7/2022 BRG AIR SYSTEMS | LLC | 201 OAK ST |
| | | 1/14/2022 East Coast Docks | | 509 THIRD AVE |
| MB21_652 | RE ROOF W/FLAT | 1/10/2022 Patrick Roofing Inc | | 1504 ORANGE ST |
| MB21_657 | ELECTRIC PANEL, REPLACE | 1/14/2022 D&E Pump Sales & S | Service Inc | 416 OCEAN AVE |
| MB21_659 | METER CAN, REPLACE | 1/12/2022 Done Right Contractin | ng | 310 DRIFTWOOD AVE |
| MB21_663 | GARAGE DOOR, REPLACE | 1/12/2022 All Pro Garage Doors | Inc | 402 SURF RD |
| | | | | |

| MB21_664 | PROPANE TANK, INSTALL | 1/10/2022 AMERIGAS PROPANE LP (2) | 211 FIR AVE |
|---------------|-------------------------|--|----------------------|
| MB22_001 | BATHROOM REMODEL | | |
| MB22_002 | REMODEL, LAUNDRY ROOM | 1/7/2022 TODD THOMAS HOME IMPROVEMENTS | 407 DRIFTWOOD AVE |
| MB22_003 | FENCE | 1/5/2022 | 412 BANYAN WAY |
| _ MB22_004 | HVAC, REPLACE | 1/20/2022 Carrie's Fence of Palm Bay | 445 RIVER VIEW LN |
| MB22_005 | WATER HEATER, REPLACE | 1/12/2022 AC All Stars LLC | 311 AVENUE A |
| MD22_005 | | 1/5/2022 Tucker's Cutrate Plumbing & Service | 2105 ATLANTIC ST 621 |
| MB22_006 | PLUMBING, REPLUMB | 1/19/2022 PIONEER PLUMBING OF STUART LLC | 311 AVENUE A |
| MB22_007 | RE ROOF W/FLAT | 1/19/2022 FIGNEER FLOMBING OF STOART LEG | STI AVENUE A |
| MB22 008 | POOL RESURFACE | 1/10/2022 G&G ROOFING CONSTRUCTION INC | 223 SIXTH AVE |
| _ | | 1/10/2022 POOL DOCTOR OF BREVARD INC | 2015 OAK ST |
| MB22_009 | INTERIOR REMODEL | 1/12/2022 TILT PATCHERS INC. | 311 AVENUE A |
| MB22_010 | SOLAR, INSTALL | 1/13/2022 Lifestyle Homes Builders | 208 THIRD |
| MB22_011 | RE ROOF W/FLAT | 1/25/2022 FLORIDA ROOF BROS LLC | 300 SURF RD |
| MB22_012 | REMODEL, BATHROOM | 1/20/2022 | 204 ASH AVE |
| MB22 013 | FENCE AND GATES INSTALL | | |

MB22_013 FENCE AND GATES, INSTALL

| | | 1/20/2022 Carrie's Fence of Palm Bay | 400 ANDREWS DR |
|----------|---------------------------------------|---|----------------------|
| MB22_014 | GENERATOR, INSTALL | 1/19/2022 Eau Gallie Electric, Inc | 213 FIR AVE |
| MB22_015 | SCREEN ENCLOSURE, INSTALL | | |
| MB22 017 | MECHANICAL, REPLACE | 1/21/2022 LAFFERTY ALUMINUM AND SCREENING LLC | 517 AVENUE B |
| MB22_017 | MECHANICAL, REFLACE | | |
| MB22_018 | INTERIOR REMODEL, MASTER BATH/BEDROOM | 1/20/2022 ABLE AIR, INC | 405 ATLANTIC ST |
| | | 1/24/2022 GELBERT ENTERPRISES INC. | 1905 ATLANTIC ST 325 |
| MB22_019 | INTERIOR REMODEL, GUEST BATHROOM | | |
| | | 1/20/2022 TODD THOMAS HOME IMPROVEMENTS | 1910 CEDAR LN |
| MB22_020 | RE ROOF, DRYWALL REPLACE | | |
| | | 1/21/2022 BATCHELLOR CONSTRUCTION LLC | 400 RIVER VIEW LN |
| MB22_021 | LIGHTING, REPLACE | 1/26/2022 HEARD CONSTRUCTION INC. | 324 OCEAN AVE |
| MB22_023 | GAS LINE, INSTALL | | |
| _ | | 1/26/2022 ERIC THE GAS MAN | 601 PINE ST |
| MB22_024 | RE ROOF | | |
| | | 1/26/2022 DAVID SWIHART ROOFING INC | 206 ASH AVE |
| MB22_031 | SHED, INSTALL | 1/27/2022 | 214 ELM AVE |

Public Works Activities

January 2022

Rebuild of Rita Karpie overlook Removed all Christmas decorations/tree Installed stop signs Anchor and Neptune Mounted Curtis Byrd sign on pavilion Watered oaks on oak – FD will now water every Wednesday Had CMS provide proposal and access TH a/c system Trimmed some crossovers Trimmed dead branches palms in Ryckman Park Ordered and installed new bike racks Ocean and Ryckman Old bike racks to crossovers Posted no Parking signs southside tennis courts Removed huge amount of sand in Ocean Park turnaround Painted curbing Ocean Park turnaround and made walkway to OP Painted Crosswalks Replaced flagpole lights OP Repaired toilet mens restroom Ryckman New picnic tables Cleaned large area of invasive growth southeast corner OP Set up Community Center for meetings

CODE ENFORCEMENT MONTHLY REPORT: January, 2022

| NEW CASES FOR TH | ΗE | MONTH Of Jar | nuary | | |
|------------------|-----------|--------------------|--------------------------------|-------------|-----------------------------------|
| CASE NUMBER DATE | | ADDRESS | CODE VIOLATION | DATE CLOSED | <u>STATUS</u> |
| 2022-CE-001 | 1/6/2022 | 1403 Pine Street | Motor home in drive | 1/19/1022 | M/H moved to side Case closed |
| 2022-CE-002 | 1/6/2022 | 503 Andrews Drive | Jet ski and trailer in drive | 1/10/2022 | Jet Ski moved Case Closed |
| 2022-CE-003 | 1/6/2022 | 445 River View Lan | Trailer parked in drive | 1/9/2022 | Trailer moved Case Closed |
| 2022-CE-004 | 1/9/2022 | 416 Fifth Avenue | Boat and trailer in drive | 1/5/2022 | Trailer Moved Case closed |
| 2022-CE-005 | 1/10/2022 | 207 Fir street | Motor home in drive | 1/19/2022 | Moved to side of home 01/19 |
| 2022-CE-006 | 1/10/2022 | 441 Sandy Key | Trailer in drivwe | Х | Owener called has Covid wants Ext |
| 2022-CE-007 | 1/12/2022 | 406 Banyan Way | Motor home in drive | 1/20/2022 | Motor home gone Case closed |
| 2022-CE-008 | 1/20/2022 | 424 Avenue A | Need bushes trimmed on corner | 1/27/2022 | bushes trimmed Case closed |
| 2022-CE-009 | 1/20/2022 | 212 Fir Avenue | Jet Ski in drive | Х | owner Will move this week |
| 2022-CE-010 | 1/26/2022 | 201 Fir Avenue | Basket ball hoop on Vacant Lt. | Х | Talked to owner will move |
| 2022-CE-011 | 1/26/2022 | 204 Fir Avenue | Trailer on vacant lot | 1/30/2022 | Gone Case closed |
| 2022-CE-012 | 1/26/2022 | 323 First Avenue | M/H in drive | 1/30/2022 | M/H moved Case closed |

OPEN/ACTIVE CASES FROM PRIOR MONTHS

| CASE NUMBER | DATE | ADDRESS | VIOLATION | ACTION | | |
|-------------|------------|--------------------|-------------------------|--------|---|-------------------------------|
| 1021-CE-063 | 6/9/202 | 1 409 Third Avenue | Yard overgrown | | Х | Waiting on special Majistrate |
| 2020-CE-198 | 11/20/2020 |) 303 Beau Jean | shed witout permit | | Х | Waiting on special Majistrate |
| 2021-CE-125 | 9/16/202 | 1 400 Avenue B | Failed Short term insp. | | Х | Waiting on fire insp. |

PRIOR CASES CLOSED IN January

| 2021-CE-168 | 12/29/2021 502 Colony Street | Trucks parked on street Comm. | 1/10/2022 | House trimmed Case Closed |
|-------------|------------------------------|--------------------------------|-----------|-------------------------------|
| 2021-CE-169 | 12/1/2021 201 Third Avenue | Boat not behind fence | 1/18/2022 | fence instaled Case closed |
| 2022-CE-001 | 1/6/2022 1403 Pine Street | Motor home in drive | 1/19/1022 | M/H moved to side Case closed |
| 2022-CE-002 | 1/6/2022 503 Andrews Drive | e Jet ski and trailer in drive | 1/10/2022 | , Jet Ski moved Case Closed |
| 2022-CE-003 | 1/6/2022 445 River View Lan | n Trailer parked in drive | 1/9/2022 | Trailer moved Case Closed |
| 2022-CE-004 | 1/9/2022 416 Fifth Avenue | Boat and trailer in drive | 1/5/2022 | Trailer Moved Case closed |
| 2022-CE-005 | 1/10/2022 207 Fir street | Motor home in drive | 1/19/2022 | . Moved to side Case Closed |
| 2022-CE-007 | 1/12/2022 406 Banyan Way | Motor home in drive | 1/20/2022 | Motor home gone Case closed |

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| 2022-CE-008 | 1/20/2022 424 Avenue A | Need bushes trimmed on corner | 1/27/2022 | Bushes trimmed Case closed |
|-------------|----------------------------|-------------------------------|-----------|----------------------------|
| 2022-CE-011 | 1/26/2022 204 Fir Avenue | Trailer on vacant lot | 1/30/2022 | Trailer Gone Case closed |
| 2022-CE-012 | 1/26/2022 323 First Avenue | M/H in drive | 1/30/2022 | M/H moved Case closed |

| NUMBER OF CASES OPEN THIS MONTH | 12 |
|--|----|
| NUMBER OF CASES CLOSED THIS MONTH | 11 |
| NUMBER OF CASES OPEN AND CLOSED SAME MONTH | 9 |
| TOTAL NUMBER OF CASES STILL OPEN | 6 |
| NUMBER OF CASES THAT WENT TO Hearing | 0 |

PREPARED BY Robert Schaefer, CODE ENFORCEMENT OFFICER,



Melbourne Beach Police Department Monthly Report January 2022



In January, we had a total of 4 arrests ranging from Driving Under the Influence, Domestic Violence, and Giving False Information to LEO.

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 had 10 animal complaints/calls this month consisting of;

- 5 Loose dogs
- 1 Barking Dogs
- 1 Service Dog on the beach
- 2 Dog attacks (1) on a leash (1) asked to speak to Animal Control
- 1 Dead turtle in the river

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.

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.

PD News

On February 1, 2022, Lt. Smith, Sgt. Hinchman and I received training and completed the requirements to become Instructors for the new MILO (Multiple Interactive Learning Objectives) simulation training.

We are looking forward to using this instrument with our officers for interactive use of force, tactical judgment training, and firearms training.

SRO Dovale meets with the Threat Assessment Team regarding pre-post-action plans on fire drills and various scenarios.

The Melbourne Beach Police Officers and I are committed to community policing and keeping our town safe, which is our #1 priority.

Please see the attachments:

• Sergeant's monthly reports

Stay Safe, Chief Melanie Griswold



Melbourne Beach Police Department



| | | | | - | | 2022 | |
|------------------------------|-----|--|--|---|--|------|-----|
| | JAN | | | | | | YTD |
| Total Calls for Service | 940 | | | | | | 940 |
| Total Felonies | 5 | | | | | | 5 |
| Total Misdemeanors | 7 | | | | | | 7 |
| Total Capias Requests | 1 | | | | | | 1 |
| Total Traffic Arrests | 0 | | | | | | 0 |
| Total Other Arrests | 4 | | | | | | 4 |
| | | | | | | | |
| 911 Investigation | 14 | | | | | | 14 |
| Alarm Business | 4 | | | | | | 4 |
| Aggravated Assault | 1 | | | | | | 1 |
| Animal Complaint | 10 | | | | | | 10 |
| AOA LEO | 22 | | | | | | 22 |
| Assist Citizen | 5 | | | | | | 5 |
| Attempt To Contact | 5 | | | | | | 5 |
| Baker Act | 1 | | | | | | 1 |
| Burglary - Vehicle | 1 | | | | | | 1 |
| Civil Matter | 2 | | | | | | 2 |
| Crash | 2 | | | | | | 2 |
| Disturbance Domestic | 1 | | | | | | 1 |
| Disturbance Domestic Battery | 1 | | | | | | 1 |
| Disturbance Noise | 1 | | | | | | 1 |
| House Checks | 92 | | | | | | 92 |
| Illegal Parking | 39 | | | | | | 39 |
| Information | 8 | | | | | | 8 |
| Injured/III Person | 17 | | | | | | 17 |
| Intoxicated Driver | 1 | | | | | | 1 |
| Intoxicated Person | 1 | | | | | | 1 |
| Investigation | 2 | | | | | | 2 |
| Open Door | 5 | | | | | | 5 |
| Parking Citations | 50 | | | | | | 50 |
| Patrol Area | 80 | | | | | | 80 |
| Patrol Area Business | 169 | | | | | | 169 |
| Patrol Area Residential | 320 | | | | | | 320 |
| Patrol Area School | 38 | | | | | | 38 |
| Reckless Driving | 6 | | | | | | 6 |



Melbourne Beach Police Department



| • | | | | | | - | 200 | |
|------------------------|-----|--|--|--|--|---|-----|-----|
| | JAN | | | | | | | YTD |
| Shooting in the Area | 1 | | | | | | | 1 |
| Special Detail | 1 | | | | | | | 1 |
| Standby-Keep the Peace | 1 | | | | | | | 1 |
| Suspicious Incident | 7 | | | | | | | 7 |
| Suspicious Person | 3 | | | | | | | 3 |
| Suspicious Vehicle | 13 | | | | | | | 13 |
| Theft | 1 | | | | | | | 1 |
| Traffic Citations | 25 | | | | | | | 25 |
| Traffic Complaint | 2 | | | | | | | 2 |
| Traffic Enforcement | 83 | | | | | | | 83 |
| Traffic Stop | 102 | | | | | | | 102 |
| Vehicle Inspection | 2 | | | | | | | 2 |
| | JAN | | | | | | | |
| Vehicle Mileage | | | | | | | | YTD |
| Car 360 | | | | | | | | 0 |
| Car 361 | | | | | | | | 0 |
| Car 363 | | | | | | | | 0 |
| Car 364 | | | | | | | | 0 |
| Car 366 | | | | | | | | 0 |
| Car 367 | | | | | | | | 0 |
| ATV 1 | | | | | | | | 0 |
| ATV 2 | | | | | | | | 0 |



MELBOURNE BEACH POLICE DEPARTMENT Steven Kino Sergeant 507 Ocean Ave, Melbourne Beach, FL 32951 Phone: (321) 723-4343 Fax: (321)725-3253



MEMORANDUM

TO: LT. Smith

FROM: Sgt. Kino

RE: January Monthly Call Report

DATE: 02/01/2022

1/2- Traffic crash in the 900 block of Oak St. Vehicle vs. pedestrian. The crash happened approximately 1 hour before the pedestrian reported it. The r/p advised that his leg was a little sore and declined medical on scene. He was given a crash form to complete and submit to the state.

1/7- Traffic crash in the area of Ocean Ave. / Atlantic St. Single vehicle hit a street sign and a palm tree. Airbag deployment and driver transported to HRMC. UPDATE- on 1/25/22, the driver succumbed to his injuries. Officer O'Byrne completed a Traffic Homicide Report.

1/16- Aggravated Assault in the 300 block of Hibiscus Trl. W/M threatened to harm another person with hedge trimmers. A capias request was sent to the State Attorney's Office for review and possible charges.

1/23- DUI in the 200 block of Ocean Ave. W/F was arrested for DUI and resisting arrest without violence.

1/24- Vehicle burglary and petit theft in the area of Fourth Ave and Atlantic St. A backpack containing multiple items was taken from the vehicle.

1/24- Domestic disturbance in the 800 block of Pine St. White male was charged with one count of DV, one count of battery on a person > 65, and VOP.



MELBOURNE BEACH POLICE DEPARTMENT Jason Hinchman Sergeant 507 Ocean Ave, Melbourne Beach, FL 32951

Phone: (321) 723-4343 Fax: (321)725-3253



Monthly Report January 2022

• 01/03: 300 block of Ocean Avenue a wallet was taken and a credit card was fraudulently used.

• 01/05: 200 block of Oak Street a male subject was taken to Circles of Care under a Baker Act

• 01/14: 1700 block of Orange Street, Father and Daughter were in a verbal argument. The parties were separated.

• 01/20: Second Avenue and Atlantic Street male subject was pulled over for failure to maintain lane. Driver was arrested for driving under the influence.

• 01/29: 200 block Fifth Avenue, during a traffic stop, the male driver gave officers a false name several times, and after officers were able to identify the subject, he had felony warrants. The male was arrested for providing a false name to law enforcement and a felony warrant.



Melbourne Beach Vol. Fire Department

507 Ocean Avenue Melbourne Beach, FL 32951 (321)724-1736 FireChief@MelbourneBeachFL.org

FIRE DEPARTMENT MONTHLY REPORT January 2022

Incident Response

For the month of January 2022, the Melbourne Beach Volunteer Fire Department responded to 4 calls for service. The average number of responding volunteer personnel per paged out call for the month was 11.

Breakdown:

- 1 Fire/Rescue 911 Calls (paged out)
- 2 Public Service/Assist
- 1 Special Event Coverage

Notable Incidents

 01/07/2022 – Motor Vehicle Accident w/ injuries. Vehicle heading North on Atlantic St. did not make the westbound turn onto Ocean Ave. and collided with a DOT sign pole and palm tree. Vehicle had moderate damage. 1 victim was transported to a local hospital by BCFR in stable condition.

Department Membership

- Certified Firefighters: 20
- Support Services Personnel: 6
- Administrative Personnel: 2
- Probationary Personnel: 1

Notable Events

For his 35+ years of dedicated volunteer service, Safety Chief Dave Micka was announced as the 2021 Space Coast Volunteer Firefighter of the Year by the Space Coast Fire Chiefs Association. The Award was presented at the 2022 SCFCA Annual Meeting and he will be featured in an upcoming local magazine publication.

The Fire Department joined with many other local emergency response agencies to support the Survive 1st 5k in Cocoa Village. The event was held to benefit local first responder mental health programs.

The beach fire program is active as of January 1st 2022 with 1 fire ring location at Ocean Park. Positive feedback has been received from the community regarding the program. The 2 additional sites planned for Ocean Park have been postponed until the 2022/2023 season.

Chief Brown & Safety Chief Micka attended a meeting with the other beachside municipal fire agencies to discuss the possibility of a joint fire/police training center in Indian Harbor Beach. Further discussions will be held in February to investigate the feasibility.

Grant Updates

The Fire Department completed and submitted the FY21 FEMA Assistance to Firefighters Grant in December 2021. The purpose of the grant is to assist in offsetting the cost of purchasing new radios.

The Fire Department is investigating possible grant opportunities available for a dock and boat lift for Marine-58 (rescue boat).

Melbouthe Beach VFD

Melbourne Beach, FL

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Personnel Count per Incident for Date Range

Start Date: 01/01/2022 | End Date: 01/31/2022

| INCIDENT | | NUI | | E | | |
|------------------|-----------------------------------|--|-----------------|---------------------|-------|-----|
| NUMBER | DATE | INCIDENT TYPE | ON APPARATUS | NOT ON APPARATUS | TOTAL | |
| 2022-1 | 1/7/2022 13:56:32 | 553 - Public service | 19112 | 2 | 0 | 2 |
| ** 2022-2 | 1/7/2022 21:44:08 | 322 - Motor vehicle accident with injuries 191 | | 7 | 4 | 11 |
| 2022-3 | 1/8/2022 16:26:15 | 553 - Public service | 19112 | 2 | 0 | 2 |
| 2022-4 | 1/12/2022 09:44:22 | 553 - Public service | 19112 | 1 | 0 | 1 |
| TOTAL # OF IN | TOTAL # OF INCIDENTS: 4 AVERAGES: | | | | 1.0 | 4.0 |
| | ** \ | 7.0 | 4.0 | 11.0 | | |

* Without EMS Assist or Service Calls: (Paged out calls only)



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Melbourne Beach VFD

Melbourne Beach, FL

This report was generated on 2/9/2022 6:27:47 PM

Incident Address and Type for Date Range (Landscape)

Incident Status(s): All Incident Statuses | Start Date: 01/01/2022 | End Date: 01/31/2022

| INCIDENT | # DATE | LOCATION TYPE | ADDRESS | INCIDENT TYPE | ALARM | CLEARED SCENE |
|----------|------------|------------------|--|--------------------------------------|------------------|------------------|
| 2022-1 | 01/07/2022 | | 519 Ocean AVE , Melbourne Beach, FL, 32951 | Public service | 01/07/2022 13:56 | 01/07/2022 14:13 |
| 2022-2 | 01/07/2022 | Intersection | Atlantic ST / Ocean Ave, Melbourne Beach, FL, 329513295 | Motor vehicle accident with injuries | 01/07/2022 21:44 | 01/07/2022 22:10 |
| 2022-3 | 01/08/2022 | | 401 Riveredge BLVD , Cocoa (RR name Cocoa-Rockledge), FL, 32922 | Public service | 01/08/2022 16:26 | 01/08/2022 20:57 |
| 2022-4 | 01/12/2022 | | 2100 Oak ST , Melbourne Beach, FL, 32951 | Public service | 01/12/2022 09:44 | 01/12/2022 10:34 |

Location Type is only filled in when it is marked Intersection, Directions, or National Grid on Basic Info 3.





Memo

- To: Mayor, Vice Mayor and Commissioners
- From: Jennifer Kerr, Finance Manager

Date: February 09, 2022

Re: January 2022

We are in the fourth month of our fiscal year 2022. The target expenditure rate for December is 33.3%. All departments are managing their expenditures even though several 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. All items highlighted in yellow are being monitored. All items highlighted in red are over expended. 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. The total General Fund expenditure rate, year to date is 34.7%. The Departmental expenditure rate breakdown is as follows:

| 30.9% |
|-------|
| 25.2% |
| 26.5% |
| 25.8% |
| 24.1% |
| 31.1% |
| 31.4% |
| 27.3% |
| 31.5% |
| 30.3% |
| 45.8% |
| |

Discussion Items:

The Town received Parking Revenue for January in the amount of \$8,969.58.

I attended a virtual visit with FEMA to discuss the ongoing application for reimbursement of funding from FEMA for COVID related purchases that were not covered under the CARES Act.

I attended a Virtual visit with BS&A preparing for the transition over to the new software.

Preparing for the FY21 Audit which will begin in March.

For the Period: 10/1/2021 to 1/31/2022 Target Rate: 33.3% 2222

| Fund: 12 | 5 - Building Dept | | | | | |
|------------|-------------------------------|---------------|--------------|------------|-----------|-------|
| Expenditur | es | Original Bud. | Amended Bud. | YTD Actual | UnencBal | % Bud |
| Dept: 24 | Protective Inspections | | | | | |
| 500.12.00 | Regular Salaries | 75,116.00 | 75,116.00 | 22,462.37 | 52,653.63 | 29.9 |
| 500.14.00 | Salaries Overtime | 817.52 | 817.52 | 101.35 | 716.17 | 12.4 |
| 500.21.00 | FICA Taxes - Employer Portion | 5,746.00 | 5,746.00 | 1,606.40 | 4,139.60 | 28.0 |
| 500.22.20 | Retirement Town Employees | 7,512.00 | 7,512.00 | 2,225.00 | 5,287.00 | 29.6 |
| 500.23.01 | Health Insurance | 18,144.00 | 18,144.00 | 7,596.85 | 10,547.15 | 41.9 |
| 500.23.02 | Life Insurance | 136.00 | 136.00 | 56.30 | 79.70 | 41.4 |
| 500.25.00 | Unemployment Compensation | 240.00 | 240.00 | 26.75 | 213.25 | 11.1 |
| 520.31.00 | Professional Services | 55,703.54 | 55,703.54 | 15,232.00 | 40,471.54 | 27.3 |
| 520.51.00 | Office Supplies | 266.00 | 266.00 | 162.39 | 103.61 | 61.0 |
| 520.52.20 | Tools & Hardware | 46.91 | 46.91 | 0.00 | 46.91 | 0.0 |
| 520.54.00 | Dues & Subscriptions | 95.00 | 95.00 | 0.00 | 95.00 | 0.0 |
| 520.54.10 | Training & Schools | 80.00 | 80.00 | 0.00 | 80.00 | 0.0 |
| | | | | | | 30.2 |

For the Period: 10/1/2021 to 1/31/2022 Targe Rate: 33.3% 223

| Fund: 00 ² | 1 - General Fund | Original Bud. | Amended Bud. | YTD Actual | UnencBal | % Bud |
|-----------------------|--------------------------------|---------------|--------------|------------|-----------|----------|
| Dent: 11 | Legislative | | | | | |
| - | Executive Salaries | 16,200.00 | 16,200.00 | 5,399.96 | 10,800.04 | 33.3 |
| | Regular Salaries | 60,705.00 | , | 18,707.16 | | |
| | FICA Taxes - Employer Portion | 4,644.00 | | 1,835.18 | | |
| | Retirement Town Employees | 6,568.00 | | , | | |
| | Health Insurance | 8,568.00 | | | | |
| 500.23.02 | Life Insurance | 70.00 | | | | 40.2 |
| 500.25.00 | Unemployment Compensation | 194.00 | | 23.06 | | |
| | Professional Services | 250.00 | | 0.00 | | |
| 510.40.00 | Travel & Meetings | 3,640.00 | | 70.00 | | |
| | Travel & Meetings - Staff | 2,788.00 | | 0.00 | | |
| 510.47.00 | - | 5,015.00 | , | 271.59 | , | |
| | Public Records Printing | 0.00 | | 34.65 | | |
| | Promotional Activities | 600.00 | 600.00 | 60.98 | 539.02 | 10.2 |
| 510.48.40 | Legal Notices | 10,000.00 | 10,000.00 | 3,312.18 | 6,687.82 | 33.1 |
| | Election Expense | 2,500.00 | | 0.00 | | 0.0 |
| | Dues & Subscriptions | 875.00 | | 510.00 | , | |
| | Training & Schools | 4,410.00 | | 0.00 | | |
| | Machinery & Equipment | 2,000.00 | | 0.00 | , | |
| | Licenses & Fees | 7,421.00 | | 6,411.14 | , | |
| | | , | , | , | , | 30.9 |
| | | | | | | |
| | | Original Bud. | Amended Bud. | YTD Actual | UnencBal | % Bud |
| Dept: 12 | | | | | | |
| | Regular Salaries | 121,960.00 | | 31,491.40 | | |
| | FICA Taxes - Employer Portion | 9,330.00 | | 2,719.65 | | |
| | Retirement - ICMA | 10,820.00 | | 3,214.29 | | |
| | Retirement Town Employees | 2,376.00 | | 0.00 | , | |
| | Health Insurance | 25,697.00 | | 5,026.10 | | |
| | Life Insurance | 735.00 | | 283.75 | | |
| | Unemployment Compensation | 390.00 | | 37.63 | | |
| | Travel & Meetings | 1,320.00 | | 281.14 | , | |
| 510.52.50 | | 2,400.00 | 2,400.00 | 800.00 | , | |
| | Dues & Subscriptions | 895.00 | | 546.00 | | |
| 510.54.10 | Training & Schools | 450.00 | 450.00 | 0.00 | 450.00 | |
| | | | | | | 25.2 |
| | | Original Bud. | Amended Bud. | YTD Actual | UnencBal | % Bud |
| Dept: 13 | Finance | <u></u> | | | | /0 2 4 4 |
| 500.12.00 | Regular Salaries | 61,234.00 | 61,234.00 | 18,861.31 | 42,372.69 | 30.8 |
| | FICA Taxes - Employer Portion | 4,684.00 | | 1,402.60 | | |
| | Retirement Town Employees | 6,626.00 | 6,626.00 | 1,932.60 | 4,693.40 | 29.2 |
| | Health Insurance | 7,835.00 | 7,835.00 | 3,260.49 | 4,574.51 | 41.6 |
| 500.23.02 | Life Insurance | 70.00 | 70.00 | 28.15 | 41.85 | 40.2 |
| 500.25.00 | Unemployment Compensation | 196.00 | 196.00 | 23.21 | 172.79 | 11.8 |
| | Professional Services | 7,000.00 | 7,000.00 | 5,633.53 | 1,366.47 | 80.5 |
| 510.32.00 | Auditing Services | 23,000.00 | 23,000.00 | 0.00 | 23,000.00 | |
| | Banking Fees | 4,700.00 | | 1,013.40 | | |
| | IPS BANKING FEE | 3,708.00 | | 0.00 | | |
| | Travel & Meetings | 2,100.00 | | 0.00 | | |
| | IPS Communication Fee | 660.00 | | 296.12 | | |
| 510.47.00 | | 180.00 | | 130.98 | | |
| | Dues & Subscriptions | 60.00 | | 0.00 | | |
| | Training & Schools | 800.00 | | 0.00 | | |
| | Filing Fee Clerk-Parking Ticke | 150.00 | | 0.00 | | |
| | - | | | | | 26.5 |
| | | | | | | |

| | . 224 | Original Bud. | Amended Bud. | YTD Actual | UnencBal | % Bud |
|-----------|--|-----------------------|----------------|------------|-----------------------|----------------|
| | Lega f Counsel Professional Services | 96,000.00 | 96,000.00 | 23,842.80 | 72,157.20 | 24.9 |
| | Code Enforcement Attorney | 2,250.00 | | | | |
| 010.01.01 | Code Emoleciment Attorney | 2,200.00 | 2,200.00 | 1,000.00 | 711.01 | 25.8 |
| | | | | | | 20.0 |
| | | | | | | |
| Dept: 15 | Comprehensive Planning | | | | | |
| 510.31.00 | Professional Services | 20,000.00 | 20,000.00 | 4,812.50 | 15,187.50 | 24.1 |
| | | | | | | 24.1 |
| | | | A | | | |
| Dont: 19 | General Services | Original Bud. | Amended Bud. | YID Actual | UnencBal | % Bud |
| | Workers Compensation | 2,520.00 | 2,520.00 | 2,520.00 | 0.00 | 100.0 |
| | Professional Services | 4,020.00 | | | 2,780.00 | |
| 510.31.11 | | 2,300.00 | | | | |
| | Janitorial Services | 15,108.00 | | | , | |
| 510.35.00 | Pre-Employment Exp | 135.00 | 135.00 | 269.00 | -134.00 | 199.3 |
| 510.41.00 | Telephone | 10,992.00 | 10,992.00 | 3,325.51 | 7,666.49 | 30.3 |
| 510.41.10 | Communication Services | 43,608.00 | 43,608.00 | 18,512.84 | 25,095.16 | 42.5 |
| 510.43.00 | Street Lights | 46,000.00 | 46,000.00 | 11,423.27 | 34,576.73 | |
| | Electricity | 28,704.00 | | | | |
| | Water & Sewer | 1,560.00 | , | | | |
| | Waste Tax Service | 2,807.00 | | | | |
| | General Liability Insurance | 68,412.00 | | | | |
| | Flood Insurance | 3,751.00 | | | , | |
| | Property Insurance Auto Insurance | 50,920.00 7,788.00 | | | 21,436.50 4,025.00 | |
| | Office Equipment Maintenance | 4,232.00 | | | 2,649.69 | |
| | Equipment Maintenance | 14,500.00 | | | | |
| | Pest Control | 3,000.00 | | | | |
| | Mowing Contract | 22,410.00 | , | | , | |
| 510.47.00 | • | 600.00 | | | | |
| | Env. Boards Expense | 3,420.00 | 3,420.00 | | 2,424.84 | |
| | Contingency | 30,000.00 | 16,562.80 | | 16,562.80 | 0.0 |
| | Miscellaneous | 300.00 | 300.00 | 28.00 | 272.00 | 9.3 |
| 510.51.00 | Office Supplies | 9,000.00 | , | 3,685.45 | 5,314.55 | |
| 510.51.10 | - | 1,200.00 | | | | |
| | Janitorial Supplies | 3,000.00 | | | | |
| | Dues & Subscriptions | 320.00 | | | | |
| | Capital Outlay | 174,261.00 | | | , | |
| 543.00.00 | Licenses & Fees | 17,521.00 | 17,521.00 | 2,144.27 | 15,376.73 | |
| | | | | | | 31.1 |
| | | Original Bud | Amended Bud. | YTD Actual | UnencBal | % Bud |
| Dept: 21 | Law Enforcement | Ungina Dad. | , anonaca Buu. | | entriobal | 70 D uu |
| - | Regular Salaries | 570,664.00 | 632,664.00 | 178,539.67 | 454,124.33 | 28.2 |
| | Holiday Pay | 19,000.00 | | | | |
| 500.14.00 | Salaries Overtime | 30,300.00 | 30,300.00 | 4,333.44 | 25,966.56 | 14.3 |
| 500.14.16 | Hurricane Pay | 17,950.00 | 17,950.00 | 0.00 | 17,950.00 | 0.0 |
| 500.15.00 | Education Incentive Pay | 6,600.00 | 6,600.00 | 2,751.43 | 3,848.57 | 41.7 |
| | First Responder | 7,920.00 | | | | |
| | FICA Taxes - Employer Portion | 50,856.00 | | | | |
| | Police Pension | 232,807.00 | | | | |
| | Retirement Town Employees | 3,813.00 | | | | |
| | Health Insurance | 83,152.00 | | | | |
| | Life Insurance | 2,500.00 | | | | |
| | Statutory AD&D Workers Compensation | 1,000.00 14,438.00 | | | | |
| | Unemployment Compensation | 2,127.00 | | | | |
| | Professional Services | 725.00 | | | , | |
| | Dispatching Services | 17,785.00 | | | | |
| | 1 02 | , | , | , | 0.00 | |

| 520 /0 00 | Travel & Meetings | 2,240.00 | 2,240.00 | 496.55 | 1,743.45 | 22.2 |
|-----------|--|------------------------|------------------------|-------------------|------------------------|--------------|
| | Communication Services | 4,488.00 | 4,488.00 | 490.55 828.52 | 3,659.48 | 22.2 18.5 |
| | Office Equipment Maintenance | 5,500.00 | 5,500.00 | 126.99 | 5,373.01 | 2.3 |
| | Equipment Maintenance | 2,000.00 | 2,000.00 | 124.91 | 1,875.09 | 6.2 |
| | Radar Calibration | 700.00 | 700.00 | 100.00 | 600.00 | 14.3 |
| 520.46.20 | Vehicle Maintenance | 12,000.00 | 12,000.00 | 3,824.21 | 8,175.79 | 31.9 |
| 520.48.00 | Promotional Activities | 1,200.00 | 1,200.00 | 288.96 | 911.04 | 24.1 |
| 520.48.50 | Crime Prevention | 1,100.00 | 1,100.00 | 641.81 | 458.19 | 58.3 |
| 520.49.99 | Miscellaneous | 100.00 | 100.00 | 0.00 | 100.00 | 0.0 |
| 520.51.10 | Postage | 350.00 | 350.00 | 0.00 | 350.00 | 0.0 |
| 520.52.00 | | 6,600.00 | 6,600.00 | 1,332.34 | 5,267.66 | 20.2 |
| | Protective Gear | 8,328.00 | 8,328.00 | 177.07 | 8,150.93 | 2.1 |
| 520.52.50 | | 13,000.00 | 13,000.00 | 4,865.13 | 8,134.87 | 37.4 |
| 520.52.70 | | 600.00 | 600.00 | 0.00 | 600.00 | 0.0 |
| | Operating Supplies | 3,720.00 | 3,720.00 | 489.69 | 3,230.31 | 13.2 |
| | Dues & Subscriptions | 1,955.00 | 1,955.00 | 742.83 | 1,212.17 | 38.0 |
| | Training & Schools | 5,400.00 | 5,400.00 | 632.00 | 4,768.00 | 11.7 |
| | Capital Outlay | 58,795.00 | 58,795.00 | 32,518.00 | 26,277.00 | |
| 545.00.00 | Licenses & Fees | 14,738.00 | 14,738.00 | 5,378.30 | 9,359.70 | 36.5 |
| | | | | | L | 31.4 |
| | | Original Bud. | Amended Bud. ` | YTD Actual | UnencBal | % Bud |
| Dept: 22 | Fire Control | | | | | |
| | Regular Salaries | 85,610.00 | 85,610.00 | 15,921.41 | 69,688.59 | 18.6 |
| | Stipend Payroll | 55,040.00 | 55,040.00 | 18,444.03 | 36,595.97 | 33.5 |
| | FICA Taxes - Employer Portion | 7,643.00 | 7,643.00 | 2,920.43 | 4,722.57 | 38.2 |
| | Retirement - ICMA | 6,562.00 | 6,562.00 | 1,969.68 | 4,592.32 | 30.0 |
| | Health Insurance | 4,968.00 | 4,968.00 | 2,069.55 | 2,898.45 | 41.7 |
| | Life Insurance | 162.00 | 162.00 | 28.15 | 133.85 | 17.4 |
| | Statutory AD&D | 180.00 | 180.00 | 129.00 | 51.00 | |
| | Workers Compensation | 7,920.00 | 7,920.00 | 0.00 | 7,920.00 | 0.0 |
| | Unemployment Compensation Professional Services | 194.00 5,000.00 | 194.00 5,000.00 | 29.31 566.22 | 164.69 4,433.78 | 15.1 11.3 |
| | Dispatching Services | 5,200.00 | 5,200.00 | 1,300.00 | 3,900.00 | 25.0 |
| | Pre-Employment Expense | 1,225.00 | 1,225.00 | 28.00 | 1,197.00 | 23.0 |
| | Travel & Meetings | 500.00 | 500.00 | 307.92 | 192.08 | 61.6 |
| | Communication Services | 1,260.00 | 1,260.00 | 611.25 | 648.75 | 48.5 |
| | Equipment Maintenance | 8,665.00 | 8,665.00 | 5,107.70 | | 58.9 |
| | Vehicle Maintenance | 22,950.00 | 40,950.00 | 12,414.07 | 28,535.93 | 30.3 |
| | Building Maintenance | 1,000.00 | 1,000.00 | 63.79 | 936.21 | 6.4 |
| | Fire Prevention | 4,536.00 | 4,536.00 | 1,578.29 | 2,957.71 | 34.8 |
| 520.51.00 | Office Supplies | 400.00 | 400.00 | 18.95 | 381.05 | 4.7 |
| 520.52.00 | Uniforms | 6,225.00 | 7,075.00 | 122.26 | 6,952.74 | 1.7 |
| 520.52.02 | | 1,850.00 | 1,850.00 | 1,826.48 | 23.52 | 98.7 |
| | Protective Gear | 2,505.00 | 2,505.00 | 0.00 | 2,505.00 | 0.0 |
| | Janitorial Supplies | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 0.0 |
| | Tools & Hardware | 1,500.00 | 1,500.00 | 0.00 | 1,500.00 | 0.0 |
| 520.52.50 | | 2,450.00 | 2,450.00 | 1,121.15 | 1,328.85 | 45.8 |
| 520.52.70 | | 1,370.00 | 1,370.00 | 464.00 | 906.00 | 33.9 |
| | Dues & Subscriptions | 265.00 | 265.00 | 160.00 | | |
| | Training & Schools | 6,650.00 | 6,650.00 | 548.00 | | 8.2 |
| | Training Materials | 1,920.00 36 777 00 | 1,920.00 | 802.32 0.00 | 1,117.68 | 41.8 |
| | Capital Outlay Principal Retired | 36,777.00 29,734.00 | 66,777.00 29,734.00 | 0.00 31,324.47 | 66,777.00 -1,590.47 | 0.0 |
| | Interest Expense | 3,267.00 | 3,267.00 | 1,675.85 | 1,590.47 | 51.3 |
| | Licenses & Fees | 11,537.00 | 11,537.00 | 905.90 | 10,631.10 | 7.9 |
| 010.00.00 | | 11,001.00 | 11,001100 | 000.00 | 10,001110 | 27.3 |
| | | Original Bud. | Amended Bud. ` | YTD Actual | UnencBal | % Bud |
| | Code Enforcement | | | | | |
| | Regular Salaries | 14,054.00 | 14,054.00 | 4,751.12 | | 33.8 |
| | FICA Taxes - Employer Portion | 1,075.00 | 1,075.00 | 363.44 | | 33.8 |
| 500.22.20 | Retirement Town Employees | 1,521.00 | 1,521.00 | 405.88 | 1,115.12 | 26.7 |
| | | | | | | |

| 500 23 10 | Statutory AD&D | 100.00 | 100.00 | 0.00 | 100.00 | 0.0 |
|------------|---|----------------------|----------------------|----------------------|---------------------|--------------|
| | Workers Compensation | 200.00 | 200.00 | 0.00 | 200.00 | |
| | Unemployment Compensation | 45.00 | 45.00 | 4.86 | 40.14 | |
| | Travel & Meetings | 35.00 | 35.00 | 0.00 | 35.00 | |
| | Auto Insurance | 124.00 | 124.00 | 0.00 | 124.00 | |
| 520.46.12 | Maintenance Supplies | 50.00 | 50.00 | 0.00 | 50.00 | 0.0 |
| 520.46.20 | Vehicle Maintenance | 150.00 | 150.00 | 0.00 | 150.00 | 0.0 |
| 520.51.00 | Office Supplies | 50.00 | 50.00 | 0.00 | 50.00 | 0.0 |
| 520.51.10 | Postage | 350.00 | 350.00 | 77.45 | 272.55 | 22.1 |
| 520.51.20 | Recording Costs | 120.00 | 120.00 | 0.00 | 120.00 | 0.0 |
| 520.52.00 | | 75.00 | 75.00 | 130.25 | -55.25 | |
| 520.52.50 | Gas & Oil | 150.00 | 150.00 | 0.00 | 150.00 | |
| 520.54.10 | Training & Schools | 75.00 | 75.00 | 0.00 | 75.00 | |
| | | | | | | 31.5 |
| | | Original Bud. A | mended Bud. Y | TD Actual | UnencBal | % Bud |
| | Public Works | | | | | |
| 500.12.00 | Regular Salaries | 191,283.00 | 191,283.00 | 59,597.51 | 131,685.49 | 31.2 |
| 500.14.00 | Salaries Overtime | 4,000.00 | 4,000.00 | 811.53 | 3,188.47 | 20.3 |
| 500.21.00 | FICA Taxes - Employer Portion | 14,633.00 | 14,633.00 | 4,748.82 | 9,884.18 | 32.5 |
| 500.22.20 | Retirement Town Employees | 20,697.00 | 20,697.00 | 5,983.90 | 14,713.10 | |
| | Health Insurance | 21,840.00 | 21,840.00 | 7,140.90 | 14,699.10 | |
| | Life Insurance | 236.00 | 236.00 | 126.65 | 109.35 | |
| | Statutory AD&D | 200.00 | 200.00 | 0.00 | 200.00 | |
| | Workers Compensation | 2,750.00 | 2,750.00 | 0.00 | 2,750.00 | |
| | Unemployment Compensation | 612.00 | 612.00 | 75.03 | 536.97 | |
| | Professional Services | 25,000.00 | 25,000.00 | 0.00 | 25,000.00 | |
| | Landscaping | 6,500.00 | 6,500.00 | 4,906.81 | 1,593.19 | |
| | Travel & Meetings | 200.00 | 200.00 | 0.00 | 200.00 | |
| 530.43.10 | | 0.00 | 0.00 | 1,416.55 | -1,416.55 | |
| | Electric - Williams Building | 5,000.00 | 5,000.00 | 1,198.01 | 3,801.99 | |
| | Dump Service | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | |
| | Maintenance Supplies | 3,000.00 2,500.00 | 3,000.00 | 2,236.10 | 763.90 1,123.42 | |
| | Equipment Maintenance Vehicle Maintenance | 9,500.00 | 2,500.00 9,500.00 | 1,376.58 3,479.75 | 6,020.25 | 36.6 |
| | Building Maintenance | 6,500.00 | 6,500.00 | 3,688.07 | 2,811.93 | |
| | Maintenance Old Town Hall | 500.00 | 500.00 | 298.48 | 2,011.93 | |
| | Maintenance Ryckman Park | 500.00 | 500.00 | 0.00 | 500.00 | |
| | Pier Maintenance | 500.00 | 500.00 | 356.52 | 143.48 | |
| | Grounds Maintenance | 7,000.00 | 7,000.00 | 5,086.79 | 1,913.21 | |
| | Tree Expense | 3,500.00 | 3,500.00 | 1,075.00 | 2,425.00 | |
| 530.52.00 | • | 2,100.00 | 2,100.00 | 293.84 | 1,806.16 | |
| 530.52.05 | Protective Gear | 1,000.00 | 1,000.00 | 632.14 | 367.86 | |
| 530.52.20 | Tools & Hardware | 4,000.00 | 4,000.00 | 2,473.15 | 1,526.85 | 61.8 |
| 530.52.25 | TOOL RENTALS | 3,500.00 | 3,500.00 | 1,249.46 | 2,250.54 | 35.7 |
| 530.52.50 | Gas & Oil | 3,600.00 | 3,600.00 | 917.53 | 2,682.47 | 25.5 |
| 530.53.10 | Street Repair | 7,500.00 | 7,500.00 | 2,375.30 | 5,124.70 | |
| | Parking Lot Maintenance | 2,500.00 | 2,500.00 | 0.00 | 2,500.00 | |
| | Street Signs | 10,000.00 | 10,000.00 | 4,008.63 | 5,991.37 | |
| | Training & Schools | 1,500.00 | 1,500.00 | 438.00 | 1,062.00 | |
| 530.57.25 | - | 500.00 | 500.00 | 0.00 | 500.00 | |
| 530.64.01 | Capital Outlay | 46,000.00 | 46,000.00 | 8,538.20 | 37,461.80 | 18.6 30.3 |
| | | | | | | 50.5 |
| Dert 70 | | Original Bud. A | mended Bud. Y | TD Actual | UnencBal | % Bud |
| | Parks & Recreation | 6 000 00 | 6 000 00 | 0.00 | 6 000 00 | 0.0 |
| | Founder's Day | 6,000.00 | 6,000.00 | 0.00 | 6,000.00 | |
| | Movies In The Park | 1,800.00 | 1,800.00 | 47.94 | 1,752.06 | |
| | Fourth of July Christmas Decorations Park | 1,000.00 1,500.00 | 1,000.00 1,733.00 | 0.00 2,483.84 | 1,000.00 -750.84 | |
| | Easter Egg Hunt | 1,500.00 50.00 | 1,733.00 50.00 | 2,483.84 | -750.84 50.00 | |
| 5/11/18 DI | | JU.UU | 00.00 | 0.00 | JU.UU | 0.0 |
| | | | | | | |
| 570.48.90 | Recreation Programs Tennis Court Expeditures | 13,000.00 350.00 | 13,000.00 350.00 | 1,335.39 -14.00 | 11,664.61 364.00 | 10.3 |

| 570.63.02 BBall & VBall Courts | 200.00 | 200.00 | 0.00 | 200.00 0.0 |
|---|--------|-----------|-----------|------------|
| 570.63.05 Bocce Court Expenditures 570.64.01 Capi tar O utlay | 200.00 | 200.00 | 0.00 | 200.00 0.0 |
| 570.64.01 Capi tal O utlay | 0.00 | 13,437.20 | 13,437.20 | 0.00 100.0 |
| | | | | 45.8 |
| Overall Expenditure Rate: | | | | 34.7 |

For the Period: 10/1/2021 to 1/31/2022 Target Rate: 33.3% 228

| Fund: 172 - OCEAN PARK PARKING FUND |) | | | | |
|--|---------------|--------------|------------|-----------|-------|
| Expenditures | Original Bud. | Amended Bud. | YTD Actual | UnencBal | % Bud |
| Dept: 75 Town Parks | | | | | |
| 575.31.02 Lifeguard Contract | 19,950.00 | 19,950.00 | 0.00 | 19,950.00 | 0.0 |
| 575.32.90 Banking Fees | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | 0.0 |
| 575.34.10 Janitorial Cleaning | 1,800.00 | 1,800.00 | 600.00 | 1,200.00 | 33.3 |
| 575.34.91 Landscaping | 5,000.00 | 5,000.00 | 120.00 | 4,880.00 | 2.4 |
| 575.41.10 IPS Communications Fee | 1,200.00 | 1,200.00 | 497.07 | 702.93 | 41.4 |
| 575.43.10 Electricity | 1,584.00 | 1,584.00 | 413.96 | 1,170.04 | 26.1 |
| 575.43.20 Water & Sewer | 1,500.00 | 1,500.00 | 283.09 | 1,216.91 | 18.9 |
| 575.43.50 Dump Service | 660.00 | 660.00 | 0.00 | 660.00 | 0.0 |
| 575.46.12 Maintenance Supplies | 1,000.00 | 1,000.00 | 192.60 | 807.40 | 19.3 |
| 575.46.15 Equipment Maintenance | 0.00 | 0.00 | 877.00 | -877.00 | 0.0 |
| 575.46.30 Building Maintenance | 2,200.00 | 2,200.00 | 0.00 | 2,200.00 | 0.0 |
| 575.46.31 Building Maint Restrooms | 0.00 | 0.00 | 103.78 | -103.78 | 0.0 |
| 575.46.40 Grounds Maintenance | 1,800.00 | 1,800.00 | 4,058.74 | -2,258.74 | 225.5 |
| 575.46.41 Mowing Contract | 11,205.00 | 11,205.00 | 1,614.68 | | 14.4 |
| 575.46.43 Tree Expense | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 0.0 |
| 575.52.10 Janitorial Supplies | 350.00 | 350.00 | 5.30 | 344.70 | 1.5 |
| 575.52.25 TOOL RENTAL | 0.00 | 0.00 | 2,725.81 | -2,725.81 | 0.0 |
| 575.53.15 Parking Lot Repairs | 3,000.00 | 3,000.00 | 0.00 | 3,000.00 | 0.0 |
| 575.53.20 Signs | 300.00 | 300.00 | 304.89 | -4.89 | 101.6 |
| 575.63.03 Volleyball Court | 1,000.00 | 1,000.00 | 0.00 | , | 0.0 |
| 764.10.00 Filing Fee Clerk-Parking Ticke | 120.00 | 120.00 | 0.00 | 120.00 | 0.0 |
| | | | | | 21.2 |

| ITEM - CLOSED | OPENED | DUE DATE | CLOSED | REQUESTOR | ASSIGNED TO | | |
|---------------------------------------|---|-------------------|--|-----------------------|----------------------------------|--|--|
| Research Pool Installation Process | 12/15/2021 | | 1/17/2022 | Commission | Building/Public Works | | |
| DATE | DIRECTION/NO | OTES | | I | | | |
| 12/15/2021 | Added to Actic | on Items | | | | | |
| ITEM - CLOSED | OPENED | DUE DATE | CLOSED | REQUESTER | ASSIGNED TO | | |
| Research Crosswalk Art | 8/18/2021 | | 1/17/2022 | Mayor Hoover | Public Works | | |
| Date | Directions/No | tes | | | | | |
| 11/17/21 | Investigate per | rmeable crosswa | alks | | | | |
| 10/20/21 | Discuss Nov. R | Discuss Nov. RTCM | | | | | |
| ITEM | OPENED | DUE DATE | CLOSED | REQUESTER | ASSIGNED TO | | |
| S.E.A. PROJECT | 2/17/2021 | 2/16/2022 | | Mayor Hoover | Town Manager | | |
| Date | Directions/No | tes | | | | | |
| 1/17/2022 | Vision stateme | ent was approve | d. An update will b | e given at February | RTCM. | | |
| 12/15/2021 | Update at Janu | ary RTCM with | Dix Height informa | ation. | | | |
| 10/20/2021 | Discussed duri | ng meeting in de | epth. Update at No | ov. RTCM | | | |
| 9/15/21 | | | ardening services contact with Susa | • | next RTCM as an agenda item. | | |
| 8/18/2021 | Added landsca | ping of Parks to | Action item – and | discussed RFP for la | ndscaping services | | |
| 7/21/2021 | Check in with Susan (include VM Barton) and update at August RTCM | | | | | | |
| 6/16/2021 | Commission w | ill no longer pur | sue FDOT grant bu | t will continue resea | rch of other funding and grants. | | |

| 4/21/2021 | Commission approved increasing payment. Grant will be awarded in June. Update July RTCM | | | | | | | |
|---|---|---|------------------|------------------------|--|--|--|--|
| 3/17/2021 | VM Barton researched FDOT landscape grant. Commission approved \$5,000 to begin landscape design process with an architectural designer. Discuss at April TCW and April RTCM. | | | | | | | |
| 2/17/2021 | Explore grants, etc. Discuss at TCW on March 3, 2021 | | | | | | | |
| 12/2/2020 | owners, startii | Mayor Hoover suggested they do the necessary research and reach out to landlords and business owners, starting with the area east of the traffic light on both sides of the road north and south – and then meet again to discuss in February. Plan for workshops with business owners and PNZ involvement. | | | | | | |
| 12/16/2020 | of wireless mic | rophones. He fe | els the sound qu | • | hone system, including the option crophones is very poor. Dual timers more). | | | |
| | OPENED | DUE DATE | CLOSED | REQUESTOR | ASSIGNED TO | | | |
| Research the term multi-cultural in terms of building code and its use in other municipalities, aka "Granny Suites." | 1/17/2022 | 2/16/2022 | | Commission | Town Manager | | | |
| DATE | DIRECTION/N | OTES | | | | | | |
| 1/17/2022 | The Town Con relation to "gr | | d the Town Mana | ager to research use o | of the term multi-cultural in | | | |
| ITEM | OPENED | DUE DATE | CLOSED | REQUESTOR | ASSIGNED TO | | | |
| Research golf cart parking and bike rack installation | 12/15/2021 | 2/16/2022 | | Commission | Public Works | | | |
| DATE | DIRECTION/N | OTES | 1 | I | 1 | | | |
| 2/16/2022 | | Public Works Director Davis asked for input on areas for gold cart parking and offered ideas for picnic table placement. Update at February RTCM. | | | | | | |

| 12/15/2021 | Added to Action Items | | | | | |
|---|---|------------|--------|------------|------------------|--|
| ITEM | OPENED | DUE DATE | CLOSED | REQUESTOR | ASSIGNED TO | |
| Evaluate audio equipment in the Community Center | 1/17/2022 | 2/16/2022 | | Commission | Town Clerk | |
| DATE | DIRECTION/NOTES | | | | | |
| 1/17/2022 | Added to Action Items | | | | | |
| ITEM | OPENED | DUE DATE | CLOSED | REQUESTOR | ASSIGNED TO | |
| FDOT Traffic Stanchions | 2/19/2020 | 06/15/2022 | | Commission | Public Works | |
| DATE | DIRECTION/NOTES | | | | | |
| 12/15/2021 | Update June 2022 RTCM | | | | | |
| 11/17/21 | Update Dec. RTCM | | | | | |
| 8/18/2021 | Update at October RTCM | | | | | |
| 7/21/2021 | Update at August RTCM | | | | | |
| 6/16/2021 | PWD will ask FDOT if subcontractor (who is restriping cross walks) can also paint stanchions | | | | | |
| 5/19/2021 | PWD update at June RTCM | | | | | |
| ITEM | OPENED | DUE DATE | CLOSED | REQUESTOR | ASSIGNED TO | |
| Research Charging Stations | 11/20/20 | 6/15/2022 | | Simmons | Town Manager/PWD | |
| DATE | DIRECTION/NOTES | | | | | |
| 12/15/2021 | TM said new charging companies are coming out and installing their own stations with incentives and i may be a good idea to wait and see what they are. Rapid charge is 3-4 times the cost. | | | | | |
| 10/20/2021 | Commissioner Runte reached out to two vendors he works with update Nov. 2021 | | | | | |

| 9/15/2021 | TM does not have an update. Commissioner Runte explained the companies are hard to reach or non- | | | | |
|------------|---|--|--|--|--|
| | responsive- still working on it. Update next month | | | | |
| 8/18/2021 | Update at September RTCM | | | | |
| 7/21/2021 | Update at August RTCM | | | | |
| 6/16/2021 | Follow up on "Electrify" a company that leases charging stations | | | | |
| 5/19/2021 | Update at June RTCM | | | | |
| 4/21/2021 | Town Manager was given a list by Commissioner Runte to evaluate and update again at May RTCM. | | | | |
| 1/20/2021 | Update again at April RTCM | | | | |
| 12/16/2020 | Town Manager Mascaro said there is a lot to understand about these charging stations that effect cos and what's included. Update again at January 2021 RTCM. | | | | |
| 11/18/2020 | Commission advised to keep this item open until the stations are installed | | | | |
| 10/21/2020 | Commission approved cost to replace breaker box and TM to get vendor contacts from Comm. Runte | | | | |
| 8/19/2020 | PWS said breaker box must be replaced at cost of \$3,000-\$4,000.Commission asked TM to find install/generic cost for Sept RTCM. | | | | |
| 7/15/2020 | TM shared that the offer from Tesla no longer available, 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 | Electricians scheduled Wed. Parking spot for bikes and two for charging stations. Update July RTCM | | | | |
| 3/18/2020 | Commission suggested TM get with Tesla to see what they may offer - including getting one at no c Tobe discussed again at May TCW. | | | | |
| 6/3/2020 | Commission asked TM to contact Tesla to see what they have to offer. Update June RTCM. | | | | |