



TOWN OF MELBOURNE BEACH

TOWN COMMISSION REGULAR MEETING

July 15, 2020

AGENDA PACKET

TOWN COMMISSION MEETING PACKAGE

MEETING DATE: July 15, 2020

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Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING JULY 15, 2020 at 6:30 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

AGENDA

PUBLIC NOTICE

**The Town Commission will conduct a Regular Town Commission Meeting
on Wednesday July 15, 2020 in the Community Center
to address the items below**

Due to the effects of COVID-19, recognizing the Centers of Disease Control social distancing guidelines, and as authorized and in compliance with Governor Ron DeSantis Executive Orders, attendance in the Community Center will be limited to 28 people. Those in excess of that number will be accommodated outside the community center where the meeting will be broadcast live in an audible format. Should members of the public seated outside wish to be heard, comment cards will be available to fill out and those who do will be invited into the Community Center for the purpose of speaking at the appropriate time. Anyone who wishes to provide public input without personally appearing at the meeting may do so by sending an email to townclerk@melbournebeachfl.org. All emails must be received prior to 4:00 p.m. on Tuesday, July 14, 2020. All emails will be provided to the Mayor and each of the Town Commission Members. Should you wish to have your comment read aloud by Town staff at the meeting, please indicate that in your email. Your full name and address must be included and will be read aloud. The reading of public comments received by email will be limited to three (3) minutes.

Commission Members:

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

Staff Members:

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

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

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

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

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

I. Call to Order – Led by Mayor Simmons

II. Roll Call

III. Pledge of Allegiance and Moment of Silence

IV. Presentations

V. Boards and Committees

VI. Public Comments

After being acknowledged by the Mayor, members of the public should state their name and address for the record. The Commission encourages citizens to prepare their comments in advance. Each individual will have three (3) minutes to address the Commission on any topic(s) related to Town business not on the Agenda.

VII. Approval of the Agenda

VIII. Consent Agenda

- A. Site Plan Review for 408 Fifth Avenue, Melbourne Beach
- B. Site Plan Review for 410 Fourth Avenue Melbourne Beach
- C. Site Plan Review for 509 Sunset Boulevard Melbourne Beach

IX. Public Hearings

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

X. Old Business

- A. Consideration and possible action of BSE bid to write RPF for Orange Street project – Town Manager Mascaro
- B. Consideration and possible action to approve or amend Vacation Rentals Application Fee Schedule – Town Attorney Repperger

XI. New Business

- A. Consideration of the June 17, 2020 Regular Town Commission Meeting draft minutes – Town Clerk Torres
- B. Discussion and possible action of an emergency Ordinance related to Face Masks – Mayor Simmons
- C. Consideration of Impact Fee Funding - Stephen M. Swanke , Brevard County Planning & Development Department

XII. Staff Reports

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

XIII. Town Commission Comments

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

XIV. Adjournment

Attachments:	Site Plan Reviews for: <ul style="list-style-type: none"> • 408 Fifth Avenue, Melbourne Beach • 410 Fourth Avenue, Melbourne Beach • 509 Sunset Boulevard, Melbourne Beach
Date Prepared:	
Prepared By:	Mark Meyers, SAFEBuilt, CBO, CFM
Meeting Date:	July 15, 2020 RTCM

Agenda Category:

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

Subject:	Site Plan Approvals (3)
Recommended Action:	Approve as submitted. Planning & Zoning approved each of the three (3) site plans during the July 7, 2020 Board Meeting.
Background Information:	See attached reports.



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review

Applicable Codes

Town of Melbourne Beach Land Development Code
2017 Florida Building Code

Date: June 18, 2020
Owner: Bell, Deborah L (Greenway)
Owner Address: 408 Fifth Ave., Melbourne Beach, FL
Site Address: 408 Fifth Ave., Melbourne Beach, FL
Parcel ID: 28-38-07-FY-22-17
Zoning: 3RS

Proposed Project: Addition to the primary structure of an open porch as approved by variance Case No. 6-2006.

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

Request: Approval by Planning and Zoning Board, Town Commission for construction of an addition to the primary structure of an open porch as approved by variance Case No. 6-2006.

Staff Review: The property lies in Zoning District 3RS

- 1). Project is an addition to the primary structure.
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth.
Lot area is 9,000 sq. ft. min. 10,000 sq. ft.
Lot width is 60 ft. min. 90 ft.
Lot depth is 150 ft. min. 100 ft.
This is an existing non-conforming lot and structure.
- 3). Lot coverage has a maximum of 30% for principle structure .
Lot coverage per plan is 21 % Footprint of Primary Structure is 1,852 sq. ft.
Max allowed for Primary Structure is 2,700 sq. ft. for Lot Area of 9,000 sq. ft.
Minimum pervious area per lot is 30%. Pervious area is 56.3%
- 4). Structure maximum height for zoning district is 28 ft.
The proposed height provided is less than the current primary structure..
Flood Zone X
- 5). Zoning District Setback requirements
Proposed Addition Front Setback is in the rear of the primary structure.
Proposed Addition West Side Setback 22.7 (min. 15 ft.)
Proposed Addition East Side Setback 11.9' (min. 15 ft.) Refer to Variance 6-2006
Proposed Addition Rear Setback is between the lot line and the pool. See note regarding set-back from structure to the pool.

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.



Rob Perry
Building Official



TOWN OF MELBOURNE BEACH DEVELOPMENT APPLICATION

I. SUBMITTAL REQUIREMENTS:

1. Fees per current schedule.
2. Deed to property.
3. Pre-Application meeting is mandatory. Contact the Building Official or Building Clerk to submit information required and to schedule a pre-application meeting.
4. Application deadlines are determined annually by the Boards and will be provided at the pre-application meeting.
5. All applicants must complete pages 1-3 and the section(s) as applicable to the request (refer to section II. below). All materials listed in the applicable sections must be provided, and fees paid.

II. REQUEST:

- | | |
|--|--|
| <input type="checkbox"/> Land Use Plan Amendment | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Special Exception | <input type="checkbox"/> Coastal Construction Variance |
| <input type="checkbox"/> Variance | <input type="checkbox"/> Appeal (Application must be filed within 30 days) |
| <input checked="" type="checkbox"/> Site Plan Review Single Family (1RS, 2RS, 3RS) | <input type="checkbox"/> Site Plan Review Multifamily (4RM, 5RMO) |
| <input type="checkbox"/> Site Plan Review Commercial (6B, 7C, 8B, 9I) | <input type="checkbox"/> Amendment to the Land Development Code |
| | <input type="checkbox"/> Other (specify) _____ |

III. PROPERTY INFORMATION:

General Location: _____

Address: 408 5th Ave Melbourne Bch, FL 32951

Parcel Number(s): _____

Area (in acreage): _____ Area (in square feet): _____

Current Zoning: _____ Proposed Zoning: _____

Current Future Land Use: _____ Proposed Future Land Use: _____

Brief Description of Application: Addition of ^{Covered} Open Porch - as approved
by variance #6-2006 (covered patio)

Date of Mandatory Pre-Application Meeting (attach meeting minutes if applicable): June 3, 2020

VI. APPLICANT CERTIFICATION:*

I/we affirm and certify that I/we understand and will comply with the land development regulations of the Town of Melbourne Beach, Florida. I/we further certify that the application and support documents are fully complete and comply with the requirements of the land development regulations of the Town of Melbourne Beach, Florida. I/we further certify that the statements and/or diagrams made on any paper or plans submitted here with are true to the best of my/our knowledge and belief that this application, attachments and application filing fees become part of the official public record of the Town of Melbourne Beach, Florida and are not returnable or refundable.

Under penalties of perjury, I/we declare that I/we have read the foregoing application and that to the best of my/our knowledge and belief the facts stated in the application are true.

Signature: Deborah Greenway Date: 6-3-20

Print Name: Deborah Greenway Title: Home owner

*Must sign in front of notary.

State of Florida
County of Brevard.

The foregoing application is acknowledged before me
this 3 day of June, 2020 by Deborah Greenway
who is/are personally known to me, or who has/have produced FL. Drivers License
as identification.

[Signature]
Signature of Notary Public, State of Florida



ELIZABETH CROWELL
Commission # GG 125312
Expires November 17, 2021
Bonded Thru Budget Notary Services

VII. PROJECT DESCRIPTION:

Describe Application: Covered
Addition of OpenPorch - as approved
by variance # 6-2006 (covered patio)

Provide attachment if more space is needed.

Describe Existing Conditions: open paved patio

Provide attachment if more space is needed.

IV. APPLICANT INFORMATION:

Property Owner

(Greenway)

Name: Deborah BellPhone: 321-591-2022Address: 408 5th Ave

Fax: _____

Melbourne Beach, FEmail: dgreenway@cmpfl.com

Applicant (if other than property owner)

Name: _____

Phone: _____

Address: _____

Fax: _____

Email: _____

V. OWNER AUTHORIZATION:*

The undersigned hereby affirms the following:

1. That I/we are the fee simple title owner/contract purchaser (circle one) of the property described in this application.
2. That I/we have read and understands the entire application and concurs with the request.
3. That I/we have appointed the Applicant to represent the application, and empowers the Applicant to accept any and all conditions of approval imposed by the Town of Melbourne Beach.

Signature: Deborah GreenwayDate: 6-3-20Print Name: Deborah GreenwayTitle: Home owner

*Must sign in front of notary.

State of Florida
County of Brevard.

The foregoing application is acknowledged before me

this 3 day of June, 2020, by Deborah Greenway
who is/are personally known to me, or who has/have produced FL. Drivers License
as identification.

Signature of Notary Public, State of Florida



ELIZABETH CROWELL
Commission # GG 125312
Expires November 17, 2021
Bonded Thru Budget Notary Services

TOWN OF MELBOURNE BEACH

507 Ocean Avenue

Tel: (321) 724-5860

Melbourne Beach, FL 32951 FAX: (321) 984-8994

BOARD OF ADJUSTMENT

In Re: the Application of)
Deborah Greenway
for a variance)

Case No. 6-2006

FILE

**ORDER IN RE: APPLICATION FOR A VARIANCE TO ALLOW A SIDE LOT LINE
SETBACK TO BE REDUCED BY FIVE (5) FEET
3 - RS, SINGLE FAMILY RESIDENTIAL ZONING DISTRICT**

Subject property legal description: Lot 7, Block 22, Wilcox Plat of Melbourne Beach, as recorded in Plat Book 1, Page 58, Public Records of Brevard County, Florida.

Subject property Parcel I. D. No.: 28-38-07-FY-00022.0-0017.0

Code Section authorizing variance: 7A-152 (d)

PROPOSED VARIANCE

House additions extending into the required side setback a distance of 5.1 feet on the West side and 4.1 feet on the East side.

In addition replacement of an 8.2' by 21.3' attached screened, wood deck with a screened enclosure on a concrete slab is proposed. The replacement structure will have a side setback of 3.6' and thus requires a variance of 11.4'.

Section 7A-33 (f) (7) b. of the Code of Ordinances requires a side setback of 15 feet.

FINDINGS OF FACT

Based on careful consideration of all competent substantial evidence presented in this matter, the Board finds:

Notice was provided in accordance with Florida Law and the Town Code of Ordinances.

☒ Yes ☐ No

Section 7A-152 (d)(1)

With conditions the variance will not be contrary to the to the public interest.

☒ Yes ☐ No

Literal enforcement of the provisions of the zoning ordinance would result in an unnecessary and undue hardship.

 X Yes No

Section 7A-152 (d)(2)

The Variance is only for:

 Yes No

☐ Area of building coverage

☐ Size of a structure

☒ Size of yards

☐ Area of open space

Section 7A -152 (d) (3)

The Variance grants a use not generally permitted in the zoning district.

 Yes X No

Section 7A -152 (d) (4)

Other non-conforming use of neighboring lands, structures or buildings were considered as grounds for granting the variance.

 Yes X No

Section 7A -152 (d) (5) a. – c.

A written application was submitted for review.

 X Yes No

Said application demonstrated the following:

Special conditions and circumstances exist that are peculiar to the land, structure or building that are not applicable to other land, buildings or structures in the same district.

 X Yes No

The literal interpretation of the provisions of the Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of the Land Development Code.

 X Yes No

The special conditions and circumstances do not result from actions of the applicant.

 X Yes No

Section 7A -152 (d) (6) a. – g.

Proper notice for the public hearing was provided.

 X Yes No

The applicant provided the Town Clerk a certified list from the tax assessor all property owners within 500 feet of the subject property.

☒ Yes ☐ No

A public hearing to consider the proposed variance was held on October 26, 2006 giving any party an opportunity to be heard.

☒ Yes ☐ No

The reasons set forth in the application justify the granting of the variance and the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.

☒ Yes ☐ No

Granting of the variance is in harmony with the general cure and intent of the Land Development Code, and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

☒ Yes ☐ No

Granting the variance will result in a change of land use as set forth in the Comprehensive Plan that would not be permitted in the applicable land use classification.

☐ Yes ☒ No

Section 7A – 152 (d) (7)

The Board of Adjustment considered appropriate conditions and safeguards in conformity with the Land Development Code.

☒ Yes ☐ No

CONDITIONS TO VARIANCE APPROVAL

As stipulated in Section 7A-152 (D) (7) the Board of Adjustment hereby prescribes appropriate conditions and safeguards in conformity with the Land Development Code as follows:

1. The variance specifically does not run with the land. If the house is removed and reconstruction occurs, the new house shall meet setback requirements included in the Code of Ordinances.
2. The variance only applies to the improvements shown on the plan submitted with the application. Further extension of the house, including a second story will require additional consideration by the Board of Adjustment.

ORDER

Based on these findings, and the conditions imposed, the variance to allow an addition to extend into the required side setback a distance of 5.1 feet on the west side and 4.1 feet on the east side; to allow replacement of an 8.2' by 21.3' attached screened, wood deck with a screened enclosure on a concrete slab with a replacement structure to have a side setback of 3.6'; a variance of 11.4' is hereby:

☒

Granted



Denied

Vote on Motion to grant a variance with conditions was as follows:

Robert Schaefer, Chairman	<u>X</u> Yes	<u> </u> No
Mike Rowe, Vice Chairman	<u>X</u> Yes	<u> </u> No
Gail Gowdy - Absent	<u> </u> Yes	<u> </u> No
Xochitl Ross	<u> </u> Yes	<u>X</u> No
David Wildman - Absent	<u> </u> Yes	<u> </u> No
Charles Tennant	<u>X</u> Yes	

Motion to Grant, adopted 3 to 1

Ordered this 26th day of October 2006 .

Sign: _____

Robert Schaefer
Robert Schaefer, Chairman
Melbourne Beach Board of Adjustment

ATTEST:

Lenore R. Milan
Lenore R. Milan, Town Clerk

SPACE COAST SCREENS
3334 POMELLO AVE SW
PALM BAY FL 32908
321-956-1211 OFFICE
321-951-9556 FAX
SCSCREENS@YAHOO.COM

JUNE 3, 2019

RE: 408 Fith Ave

To Whom it May Concern,

Please find attached clarification of post location. The edge of the elite roof is 5' to waters edge on left hand side and the posts do sit 1' under the elite roof to create the overhang and thereby creating approximately 6' between post and water.

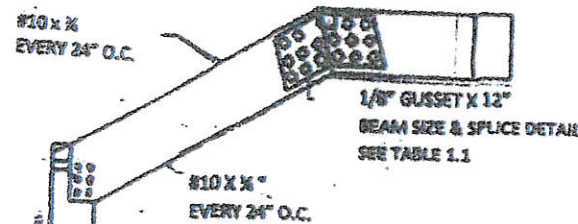
Thank you,



Walter Wyskoski

President

JUN 5 '20 AM 10:27



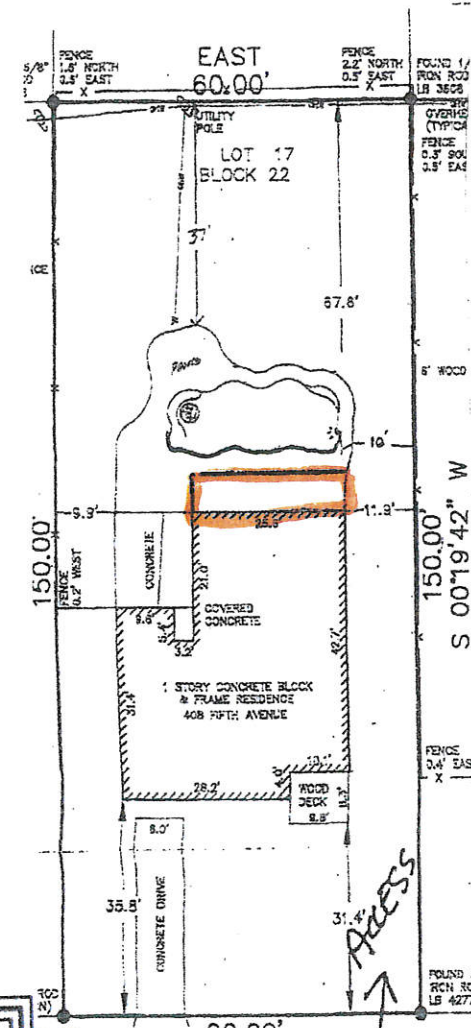
TYP APEX DETAIL

X	BEAM SIZE AND GAUGE	MINIMUM UPRIGHT SIZE	MIN PURLIN SIZE /GAUGE	MINIMUM NUMBER OF SCREW 14 X ½	BEAM STITCHING SCREWS AND SPACING
	2" X 4" / .046 - 6063	2" X 4"	2" X 2" HOLLOW/ 6063	6	#10 @ 24" O.C.
	2" X 5" / .080 - 6063	2" X 4"	2" X 2" HOLLOW/ 6063	6	#10 @ 24" O.C.
	2" X 6" / .050 - 6005T	2" X 4"	2" X 2" HOLLOW/ 6063	6	#10 @ 24" O.C.
	2" X 7" .055 - 6005T	2" X 4"	2" X 2" HOLLOW/ 6063	10	#10 @ 24" O.C.
	2" X 8" / .072 - 6005T	2" X 5"	2" X 3" HOLLOW/ 6063	12	#10 @ 24" O.C.
	2" X 9" / .076 - 6006T	2" X 6"	2" X 4" HOLLOW/ 6063	14	#14 @ 24" O.C.
	2" X 10" / .092 - 6005T	2" X 7"	2" X 4" HOLLOW/ 6063	16	#14 @ 24" O.C.

- 1) MISCELLANEOUS, MINOR SCREEN OPENINGS NOT DEPICTED OR NOT DIMENSIONED ARE NON-STRUCTURAL AND INTENDED ONLY TO PROVIDE INSECT PROTECTION TO THE OVERALL ENCLOSED AREA
- 2) ALL CROSS BRACES & CHAIR RAELS ARE MIN 2 X 2 MEMBERS.
- 3) ALL DIMENSIONS ARE NOMINAL, TOLERANCE IS $\pm 1/8"$.
- 4) DRAWING IS PROPOSED. MAY VARY ACCORDING TO FORM BOARD SURVEY



1) INSTALL A 10'X26' ELITE ROOF WITH 3X3 STRUCTURAL POSTS.
CONCRETE AND FOOTER BY MARTIN POOLS



1. Ultimate Wind Speed.	<u>160 M.P.H.</u>
2. Wind Importance Factor	<u>0.77</u>
a. Building Occupancy Category	<u>II</u>
3. Wind Exposure.	<u>"C"</u>
4. Design Pressure Values (psf) for Aluminum Screen Enclosure Framing	
f. Horizontal Pressure on Windward Surfaces	<u>+49</u>
g. Horizontal Pressure on Lee Wind Surfaces	<u>-39</u>
h. Vertical Pressure - Screen Surfaces	<u>+14</u>
i. Vertical Pressure - Solid Surfaces	<u>+47</u>

Loads are applicable to screen enclosures with a mean roof height of 30 feet or less. Design and connection details shall conform to the 2010 Aluminum Association of Florida's "Guide to Aluminum Construction in High Wind Areas."

RANDALL BYRD, P.E.
2325 Jason Street
Merritt Island, FL 32952

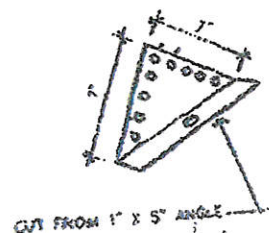
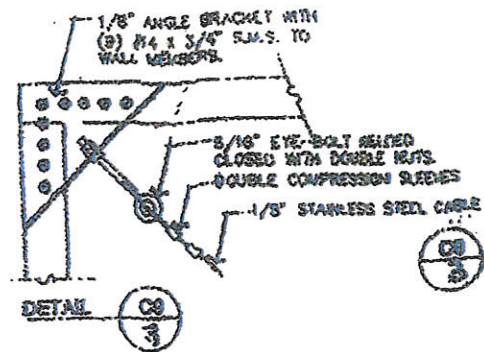
**Space Coast
SCREENS**
POOL ENCLOSURES • ENTRYWAYS • STORM SHUTTERS
321-956-1211
LIC# 15068066 **INSURED**

SPACE COAST SCREENS
3334 Pomello Avenue SW
Palm Bay, FL 32908
321-956-1211 Office
321-951-9556 Fax

133H15

OF

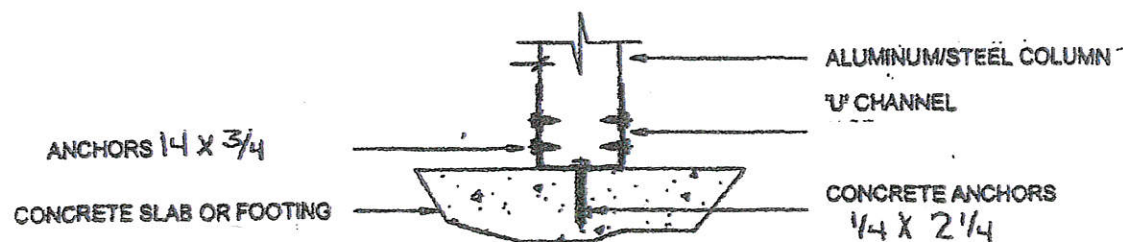
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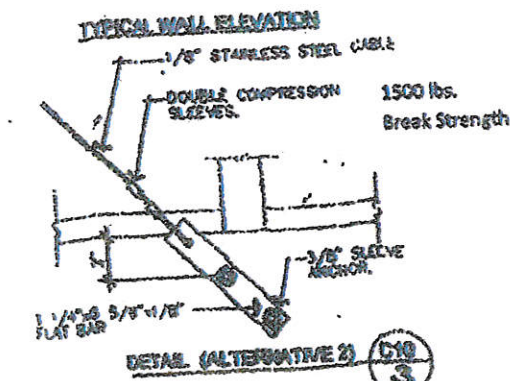
lateral Wall Bracing Notes
EACH WALL NOT LATERALLY SUPPORTED BY HOST STRUCTURE MUST BE CABLED.

PROVIDE ONE SET OF CABLES ON LATERALLY SUPPORTED WALLS PROJECTING MORE THAN 20 FEET WHERE THE INBOARD WALL END CONNECTS TO A HOST STRUCTURE. FASTEN ONE HALF PAIR CABLES (ONE CABLE) AT THE OUTBOARD END (TOP) OF THAT SAME WALL THE CABLE MUST PULL THE TOP OF THE WALL (EAVE) TOWARD THE HOUSE IT IS NOT NECESSARY TO PROVIDE A CABLE TO PULL THE EAVE AWAY FROM THE HOUSE

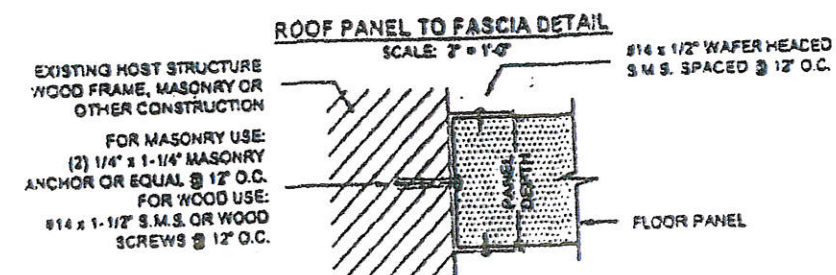
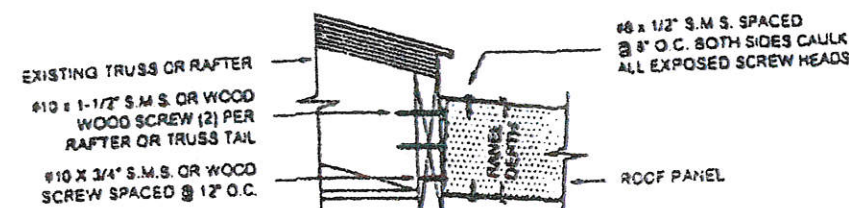
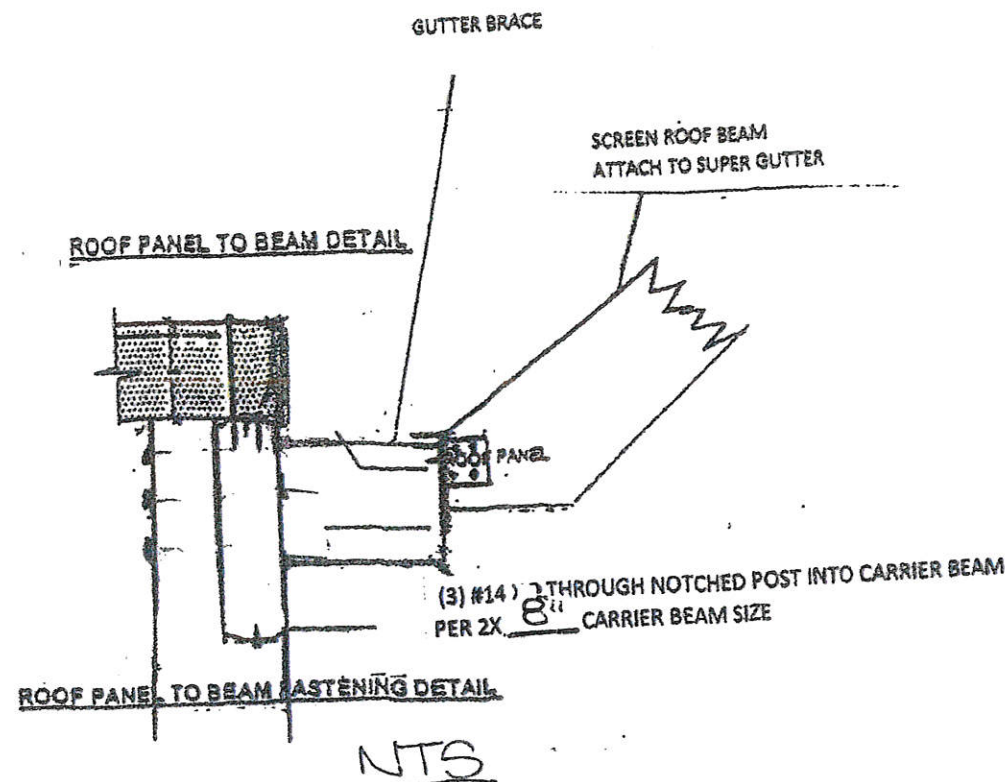
SCALE: NTS



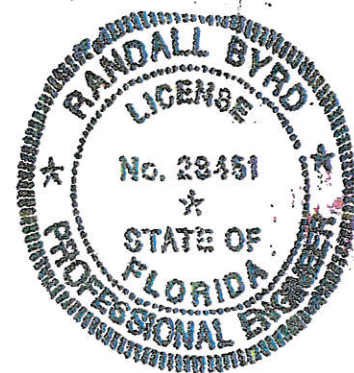
**POST TO CONCRETE CONNECTION
INTERNAL OR EXTERNAL RECEIVING CHANNEL**



ALTERNATIVE PLACEMENT STRAP MAY BE APPLIED HORIZONTALLY TO TOP OF SALS AND BENT TO CONFORM TO CABLE ANGLE.



ROOF OR FLOOR PANEL TO WALL DETAIL
SCALE: 2" = 1'-0"
WOOD STRUCTURES SHOULD CONNECT TO TRUSS BUTTS OR THE SUB-FASCIA FRAMING WHERE POSSIBLE ONLY. 15% OF SCREWS CAN BE OUTSIDE THE TRUSS BUTTS. SUB-FASCIA AND THOSE AREAS SHALL HAVE DOUBLE ANCHORS. ALL SCREWS INTO THE HOST STRUCTURE SHALL HAVE MINIMUM 1-1/4" WASHERS OR SHALL BE WASHER HEADED SCREWS.
HEADER INSIDE DIMENSION SHALL BE EQUAL TO PANEL OR PAN'S DEPTH 'T'. THE WALL THICKNESS SHALL BE THE THICKNESS OF THE ALUMINUM PAN OR COMPOSITE PANEL WALL THICKNESS. HEADERS SHALL BE ANCHORED TO THE HOST STRUCTURE WITH ANCHORS APPROPRIATE FOR THE MATERIAL CONNECTED TO. THE ANCHORS DETAILED ABOVE ARE BASED ON A LOAD FROM 140 M.P.H. FOR SBC SECTION 1606 FOR A MAXIMUM POSSIBLE SPAN OF THE ROOF PANEL FROM THE HOST STRUCTURE.



Handwritten signature and date 5/5/20
SHEET 001A



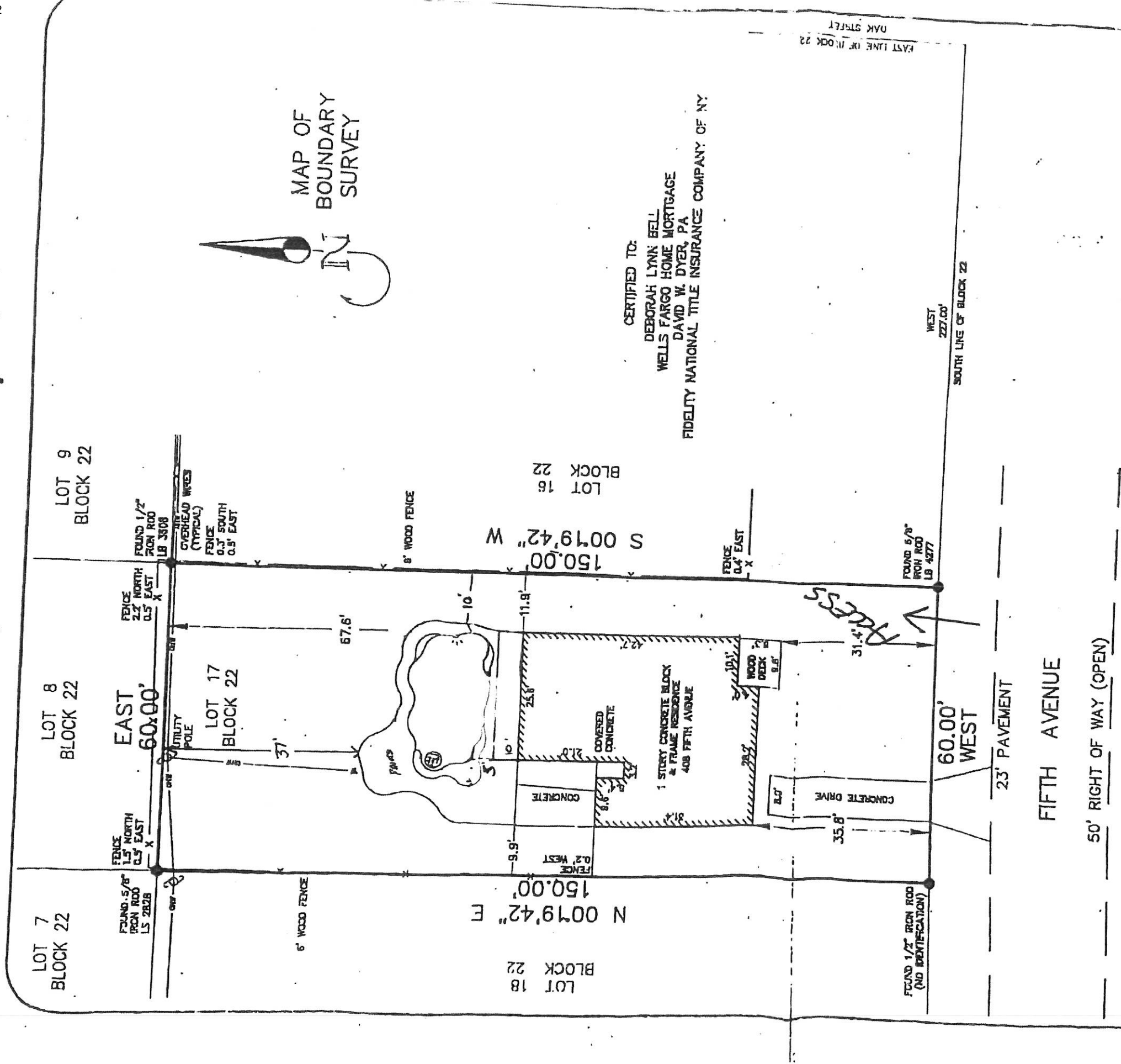
Veteran Affairs # A-655
Special Inspector # 1068
Professional Engineer # 28451

R B Enterprises
Design Systems Consultant

RANDALL BYRD, P.E.
2328 Jason Street

Phone: (321) 459-6864

Revised 11/12/19



DESCRIPTION

LOT 17, BLOCK 22, WILCOX PLAT OF MELBOURNE BEACH ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1, PAGE 58 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

NOTES:

- 1.) BEARINGS BASED ON THE ASSUMPTION THAT THE SOUTH LINE OF BLOCK 22, WILCOX PLAT OF MELBOURNE BEACH BEARS WEST.
- 2.) LOT DIMENSIONS ARE AS PLATTED(P) AND SURVEYED(S) UNLESS OTHERWISE NOTED.
- 3.) SUBJECT TO EASEMENTS, RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD, IF ANY.

WJS WILLIAM J. SUITER
LAND SURVEYING INC.

1849 CANOVA STREET SE.
PALM BAY, FLORIDA 32909

(321) 724-0853
FAX (321) 729-6773

FLOOD ZONE X FLOOD INSURANCE RATE MAP NUMBER 12009C0533E
SURVEY DATE: JUNE 20, 2002

REVISIONS

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER

PROFESSIONAL SURVEYOR AND MAPPER IN RESPONSIBLE CHARGE:
WILLIAM J. SUITER
JEFFREY S. HATTENDORF
FLORIDA CERTIFICATE NO. 4210
FLORIDA CERTIFICATE NO. 6193
CERTIFICATE OF AUTHORIZATION #B 54'S

DATE OF SIGNATURE
2/21/2002

COPYRIGHT © 2000 WILLIAM J. SUITER LAND SURVEYING, INC. ALL RIGHTS RESERVED
FIELD BOOK: R19
PAGE: 34
JOB NUMBER: 02-599



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review

Applicable Codes

Town of Melbourne Beach Land Development Code
2017 Florida Building Code

Date: June 18, 2020
Owner: Ishman, Scott; Ishman, Lindsay
Owner Address: 410 Fourth Ave., Melbourne Beach, FL
Site Address: 410 Fourth Ave., Melbourne Beach, FL
Parcel ID: 28-38-07-FY-19-17
Zoning: 3RS

Proposed Project: Addition and carport to a single family dwelling. This addition will not require any changes to any out-buildings but will require removal of palm trees.

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

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

Staff Review: The property lies in Zoning District 3RS

- 1). Project is an addition and carport to a single family dwelling as a principle use.
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth.
Lot area is 17,250 sq. ft. min. 10,000 sq. ft.
Lot width is 115 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 18.7 % Footprint of Primary Structure is 3,239 sq. ft.
Max allowed for Primary Structure is 5,175 sq. ft. for Lot Area of 17,250 sq. ft.
Minimum pervious area per lot is 30%. Pervious area is 73 %
- 4). Structure maximum height for zoning district is 28 ft.
The proposed height provided is 18' 4".
Flood Zone X
- 5). Zoning District Setback requirements
Proposed addition and carport Front Setback 31' 7" (min. 25 ft.)
Proposed addition and carport West Side Setback 15' (min. 15 ft.)
Proposed addition and carport East Setback is attached to the current structure.
Proposed addition and carport Rear Setback 62' (min. 25 ft.)

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

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

Minimum Landscaping Standards shall be met.

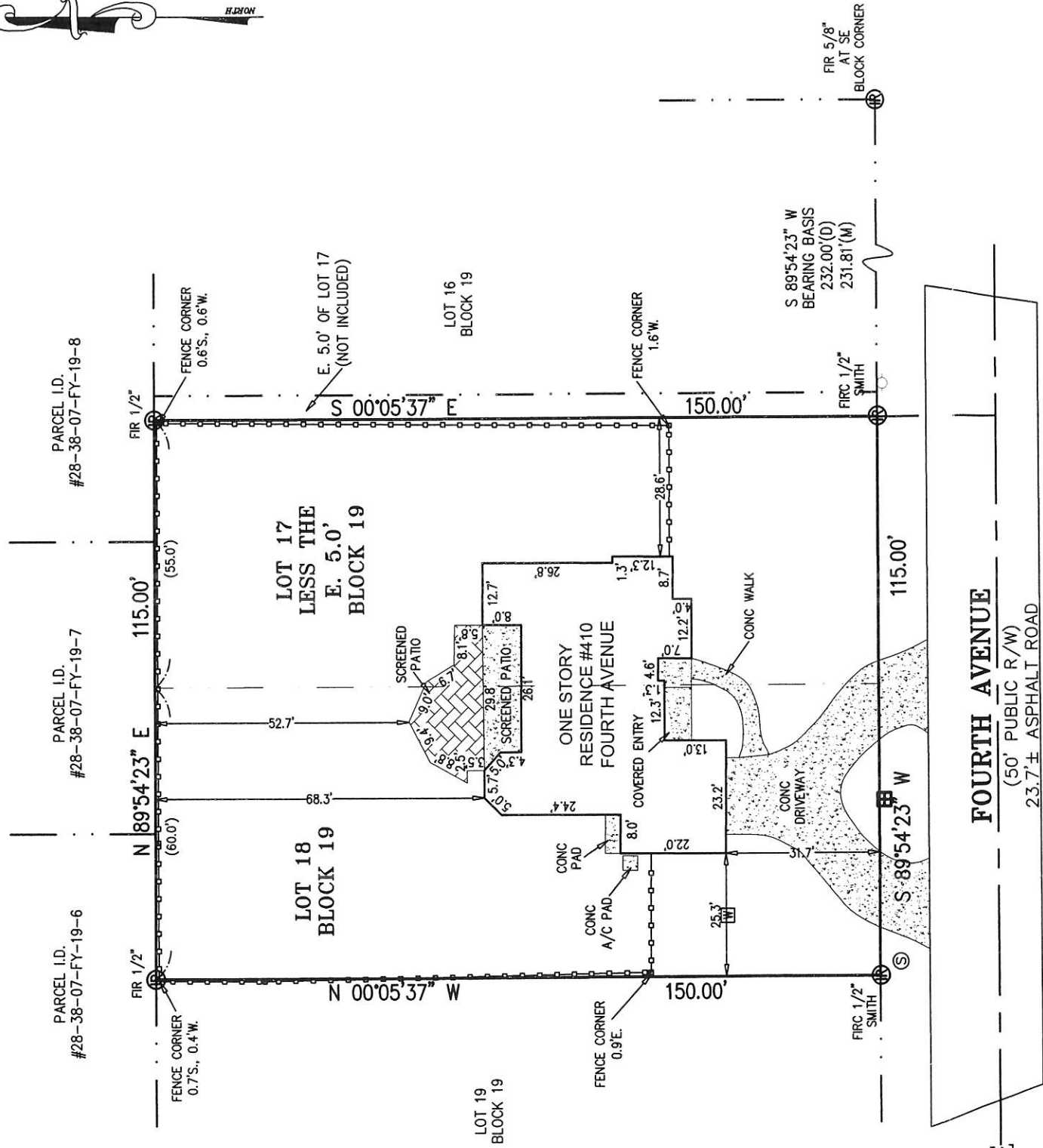
Based on the above review, I find the proposed site plan for the referenced property is in compliance with The Town of Melbourne Beach Code of Ordinances.



Rob Perry
Building Official

MAP OF SURVEY
BOUNDARY SURVEY

LOT 17, EXCEPT THE EAST 5 FEET THEREOF, ALL OF LOT 18, BLOCK 19, WILCOX MELBOURNE BEACH, according to the plat thereof as recorded in Plat Book 1, Page(s) 58, of the Public Records of Brevard County, Florida.
(Contains 0.40 acres)



CERTIFIED TO:

SCOTT & LINDSAY ISHMAN
WELLS FARGO BANK, N.A.
FIDELITY NATIONAL TITLE INSURANCE COMPANY
DAVID W. DYER, P.A.

GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.

SURVEYORS NOTES:

- LEGAL DESCRIPTION PROVIDED BY CLIENT. ADJOINERS SHOWN HAVE NOT BEEN SURVEYED.
- THE EXPECTED USE OF THIS PARCEL IS RESIDENTIAL. THE MINIMUM RELATIVE DISTANCE ACCURACY FOR THIS BOUNDARY SURVEY IS 1 FOOT IN 7,500 FEET. IN THE MINIMUM TECHNICAL STANDARDS (SJ17 F.A.C.) WHICH WAS MET IN THE CASE OF THIS SURVEY.
- LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR RIGHT-OF-WAY AND/OR EASEMENTS OF RECORD.
- SEPTIC TANKS AND WELLS IF SHOWN ARE APPROXIMATE LOCATIONS AND SHOULD BE FIELD VERIFIED BY A LICENSED CONTRACTOR FOR CORRECT POSITION AND SEPARATION. UNDERGROUND UTILITIES OR FOOTERS HAVE NOT BEEN LOCATED.
- ALL RIGHTS-OF-WAY SHOWN HEREON ARE OPEN TO TRAVEL UNLESS OTHERWISE NOTED.
- ACCORDING TO THE NATIONAL FLOOD INSURANCE RATE MAP NUMBER 12009C0608G, HAVING AN EFFECTIVE DATE OF MARCH 17, 2014, THIS PROPERTY APPEARS TO LIE WITHIN ZONE X, OUTSIDE SPECIAL FLOOD HAZARD AREA.
- ALL DISTANCES SHOWN HEREON ARE HORIZONTAL GROUND DISTANCES AND ARE REFERENCED TO U.S. SURVEY FEET.
- THE BOUNDARY DETERMINATION AND DELINEATION SHOWN ON THIS MAP OF SURVEY WAS BASED UPON THE PROFESSIONAL OPINION OF THE REGISTERED SURVEYOR PURSUANT TO NORMAL PRINCIPALS AND PRACTICES OF LAND SURVEYING AND IS NOT INTENDED TO IMPLY OR DETERMINE OWNERSHIP. THIS SURVEY DOES NOT INTEND TO DELINEATE LOCAL AREAS OF CONCERN OR ANY OTHER JURISDICTIONAL DETERMINATION.
- THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE BENEFIT AND USE OF THE PERSONS AND/OR ENTITIES NAMED HEREON FOR THE PURPOSES IDENTIFIED HEREON ONLY. UNLESS OTHERWISE STATED, CERTIFICATION OF THIS SURVEY MAP APPLIES ONLY TO THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J17 FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES. THE CERTIFICATION IN NO WAY CONSTITUTES NEITHER GUARANTEE NOR WARRANTY TO ANY OTHER INFORMATION NOT SHOWN HEREON. ADDITIONS, DELETIONS OR REVISIONS TO THIS DRAWING BY OTHERS ARE NOT PERMITTED AND THIS SURVEY MAY NOT BE TRANSFERRED WITHOUT THE EXPRESSED WRITTEN PERMISSION OF THE SIGNING SURVEYOR. THIS SURVEY IS NOT VALID FOR ANY OTHER PURPOSE OTHER THAN INTENDED BY THE SIGNING SURVEYOR.

GSS SURVEYING & MAPPING, LLC.
CERTIFICATE OF AUTHORIZATION NUMBER LB 8006

Terry H. Drum
TERRY H. DRUM PROFESSIONAL SURVEYOR AND MAPPER IN RESPONSIBLE CHARGE
APR 27, 2018

NOT VALID WITHOUT THE SIGNATURE AND RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

ADDRESS: 410 FOURTH AVENUE MELBOURNE BEACH FL 32951

EL = ELEVATION
BM = SITE BENCHMARK
P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING
CB = CHORD BEARING / CH = CHORD
PCP = PERMANENT CONTROL POINT
PC = POINT OF CURVATURE
PT = POINT OF TANGENCY
RM = RIGHT OF WAY
FIR = FOUND IRON ROD "NO IDENTIFICATION"
FIR = FOUND IRON ROD WITH CAP

FIP = FOUND IRON PIPE "NO IDENTIFICATION"
SIRC = SET 1/2" IRON ROD WITH CAP "LB 8006"
CONC = CONCRETE
FNRD = FOUND NAIL AND DISK
SNRD = SET NAIL AND DISK
FF EL = FINISHED FLOOR ELEVATION
SIT = SEPTIC TANK
SF = SQUARE FOOT
(P) = PLAT (D) = DEED (M) = MEASURE
CL = CENTERLINE EOP = EDGE OF PAVEMENT
CMP = CORRUGATED METAL PIPE

LEGEND

WATER METER
FIRE HYDRANT
WATER VALVE
EXISTING WELL
SANITARY MANHOLE
STORM MANHOLE
CATCH BASIN

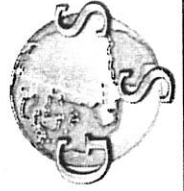
CABLE PEDESTAL
WOOD UTILITY POLE
GUY ANCHOR
ELECTRIC TRANSFORMER
TELEPHONE JUNCTION BOX
LIGHT POLE

C = CALCULATED
FND = FOUND
C# = CURVE NUMBER
& = AND
AC = AIR CONDITIONER
ID = IDENTIFICATION
CM = CONCRETE MONUMENT

CHAIN LINK FENCE
WOOD FENCE
TOP OF BANK
TOE OF SLOPE
OVERHEAD WIRES
BUILDING SETBACK LINE

UPDATES and/or REVISIONS	BY	DATE

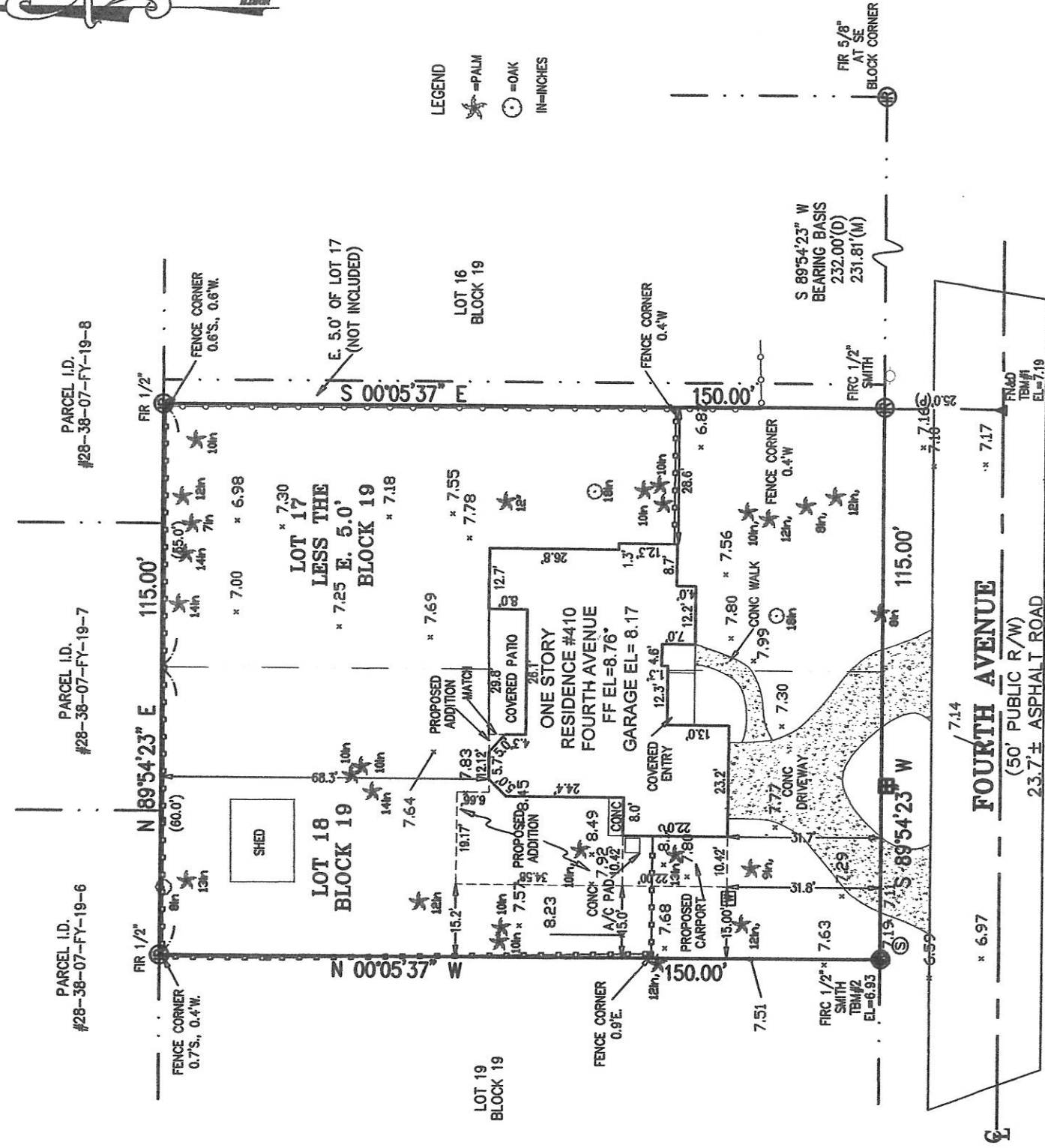
JOB # 18-0220
DRAWN BY: LD
CHECKED BY: THD
FIELD BOOK: FILE
PAGE:
FIELD DATE: 04-24-18



Surveying and Mapping, LLC
4690 Lipscomb Street NE, Suite 6A
Palm Bay, FL 32905
321-914-3978

MAP OF SURVEY
BOUNDARY AND TOPOGRAPHIC SURVEY

LOT 17, EXCEPT THE EAST 5 FEET THEREOF, ALL OF LOT 18, BLOCK 19, WILCOX MELBOURNE BEACH, according to the plat thereof as recorded in Plat Book 1, Page(s) 58, of the Public Records of Brevard County, Florida.
(Contains 0.40 acres)



CONTROLLING BENCHMARK
GNSS FDOT DISTRICT 4 BASE STATION #VRUL
NAVD 1988

CERTIFIED TO:

SCOTT & LINDSAY ISHMAN

GRAPHIC SCALE



(IN FEET)

1 inch = 30 ft.

GSS SURVEYING & MAPPING, LLC.
CERTIFICATE OF AUTHORIZATION NUMBER LB 8006

Date: 2020.04.30
13:35:21 -04'00'

PROFESSIONAL SURVEYOR AND MAPPER IN RESPONSIBLE CHARGE
TERRY H. DRUM PROFESSIONAL SURVEYOR AND MAPPER NO. 5597
NOT VALID WITHOUT THE SIGNATURE AND RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

SURVEYORS NOTES:

- LEGAL DESCRIPTION PROVIDED BY CLIENT. ADJOINERS SHOWN HAVE NOT BEEN SURVEYED.
- THE EXPECTED USE OF THIS PARCEL IS RESIDENTIAL. THE MINIMUM RELATIVE DISTANCE ACCURACY FOR THIS BOUNDARY SURVEY IS 1 FOOT IN 7,500 FEET. IN THE STANDARDS OF PRACTICE (5U17 F.A.C.) WHICH WAS MET IN THE CASE OF THIS SURVEY.
- LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR RIGHT-OF-WAY AND/OR EASEMENTS OF RECORD.
- SEPTIC TANKS AND WELLS IF SHOWN ARE APPROXIMATE LOCATIONS AND SHOULD BE FIELD VERIFIED BY A LICENSED CONTRACTOR FOR CORRECT POSITION AND SEPARATION. UNDERGROUND UTILITIES OR FOOTERS HAVE NOT BEEN LOCATED.
- ALL RIGHTS-OF-WAY SHOWN HEREON ARE OPEN TO TRAVEL UNLESS OTHERWISE NOTED.
- ACCORDING TO THE NATIONAL FLOOD INSURANCE RATE MAP NUMBER 12009C0608G, HAVING AN EFFECTIVE DATE OF MARCH 17, 2014, THIS PROPERTY APPEARS TO LIE WITHIN ZONE X, OUTSIDE SPECIAL FLOOD HAZARD AREA.
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- THE BOUNDARY DETERMINATION AND DELINEATION SHOWN ON THIS MAP OF SURVEY WAS BASED UPON THE PROFESSIONAL OPINION OF THE REGISTERED SURVEYOR PURSUANT TO NORMAL PRINCIPALS AND PRACTICES OF LAND SURVEYING AND IS NOT INTENDED TO IMPLY OR DETERMINE OWNERSHIP. THIS SURVEY DOES NOT INTEND TO DELINEATE LOCAL AREAS OF CONCERN OR ANY OTHER JURISDICTIONAL DETERMINATION.
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10. ELEVATIONS SHOWN ARE BASED UPON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).

LEGEND

- WATER METER
- FIRE HYDRANT
- WATER VALVE
- EXISTING WELL
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- CABLE PEDESTAL
- WOOD UTILITY POLE
- GUY ANCHOR
- ELECTRIC TRANSFORMER
- TELEPHONE JUNCTION BOX
- LIGHT POLE
- CHAIN LINK FENCE
- WOOD FENCE
- TOP OF BANK
- TOE OF SLOPE
- OVERHEAD WIRES
- BUILDING SETBACK LINE

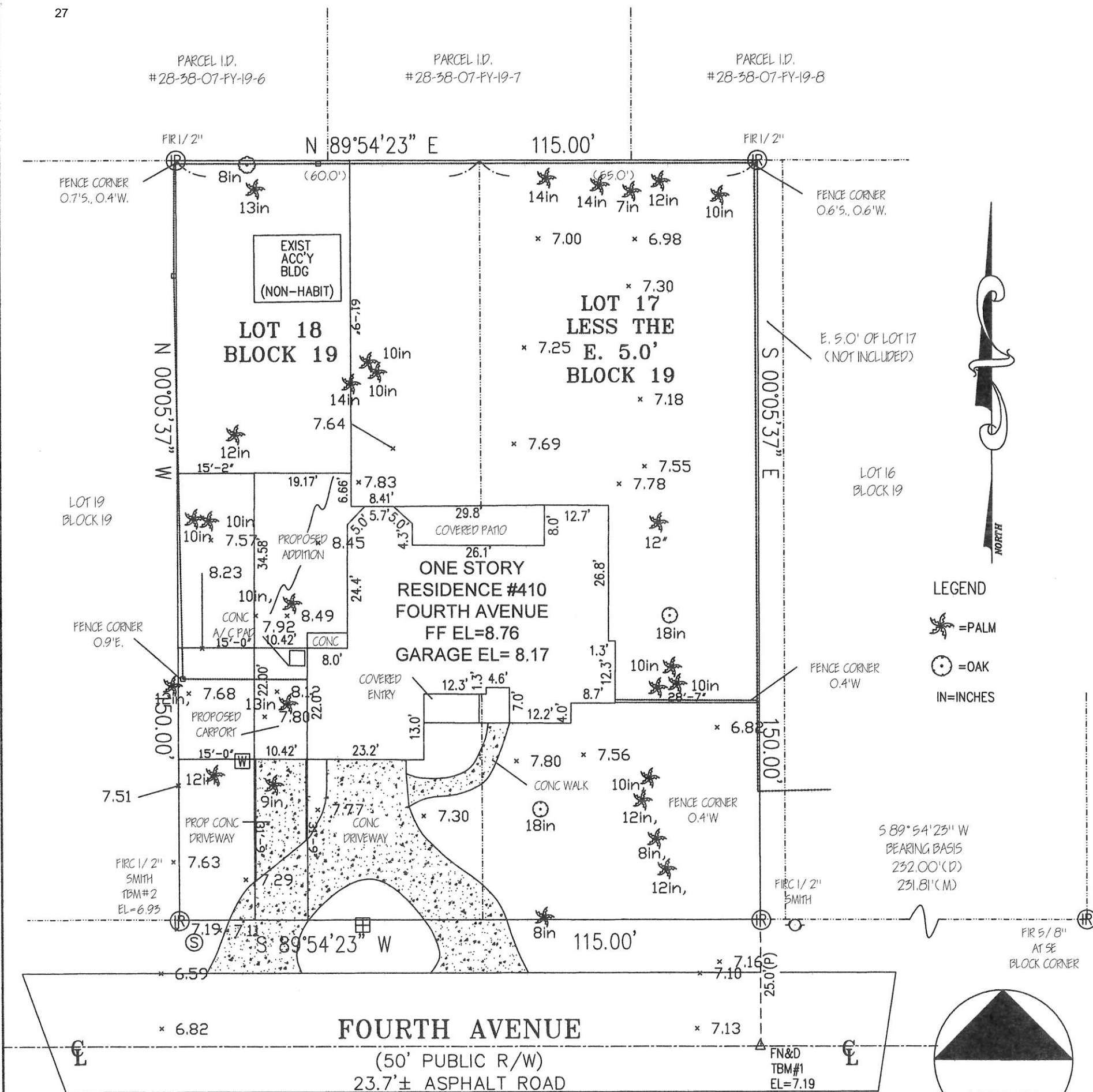
ADDRESS: 410 FOURTH AVENUE MELBOURNE BEACH FL 32951

- ELEVATION
- SITE BENCHMARK
- POINT OF COMMENCEMENT
- POINT OF BEGINNING
- CHORD BEARING / CH = CHORD
- PERMANENT CONTROL POINT
- POINT OF CURVE
- POINT OF TANGENCY
- RIGHT OF WAY
- FOUND IRON ROD WITH CAP
- FOUND IRON PIPE "NO IDENTIFICATION"
- SET 1/2" IRON ROD WITH CAP "LB 8006"
- CONCRETE
- FOUND NAIL AND DISK
- SET NAIL AND DISK
- FINISHED FLOOR ELEVATION
- SEPTIC TANK
- SQUARE FOOT
- PLAT (D) = MEASURE
- DEED (M) = MEASURE
- CENTERLINE EOP = EDGE OF PAVEMENT
- CORROGATED METAL PIPE

DATE	BY	REVISIONS	DATE
4-22-20	JTD		
4-23-20	EAD		



GSS Surveying and Mapping, LLC
4620 Lipscomb Street NE, Suite 2
Palm Bay, FL 32905
321-914-3978



RENOVS/ADDN-SITE PLAN
SCALE: 1" = 10'

BUILDING DATA 06/03/20
EXISTING LIVING AREA = 1530 SQ FT
PROPOSED LIVING ADDN = 636 SQ FT
TOTAL NEW LIVING = 2166 SQ FT
EXISTING GARAGE AREA = 529 SQ FT
PROPOSED CARPORT ADDN = 218 SQ FT
EXISTING ENTRY PORCH = 30 SQ FT
EXISTING REAR PORCH = 296 SQ FT
TOTAL NEW BUILDING FOOTPRINT = 3239 SQ FT

SITE COVERAGE

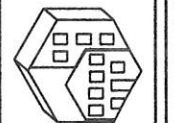
TOTAL SITE AREA = 17250 SQ FT (0.39 ACRES)
TOTAL IMPERVIOUS AREA = 4589 SQ FT
PROPOSED RESIDENCE = 3239 SQ FT
EXISTING ACC'Y SHED = 226 SQ FT
DRIVEWAY/WALKWAYS = 1124 SQ FT

DESIGN CRITERIA	
FULLY ENCLOSED	
WIND SPEED	160
EXPOSURE	C
BUILDING CATEGORY	TWO (2)

GENERAL NOTES	
1.	THESE DRAWINGS WERE PREPARED WITH THE ASSUMPTION THE CONTRACTOR/OWNER BUILDER IS KNOWLEDGEABLE OF COMMON CONSTRUCTION PRACTICES.
2.	THE CONTRACTOR/OWNER-BUILDER SHALL REVIEW DRAWINGS FOR ACCURACY AND INTERPRETATION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNERS PRIOR TO CONSTRUCTION.
3.	THE FOUNDATION PLAN SHALL BE VERIFIED BY THE CONTRACTOR/OWNER-BUILDER TO CORRESPOND WITH THE FINAL ENGINEERED TRUSS LAYOUT. DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE.
4.	DO NOT SCALE DRAWINGS

REVISIONS	
06/04/20	ISSUE FOR MTG.

2115 PALM BAY ROAD STE. 6
PALM BAY, FL. 32909
TEL: (321) 724-0740
FAX: (321) 914-4206
EMAIL: info@edc-llc.com
www.edc-llc.com

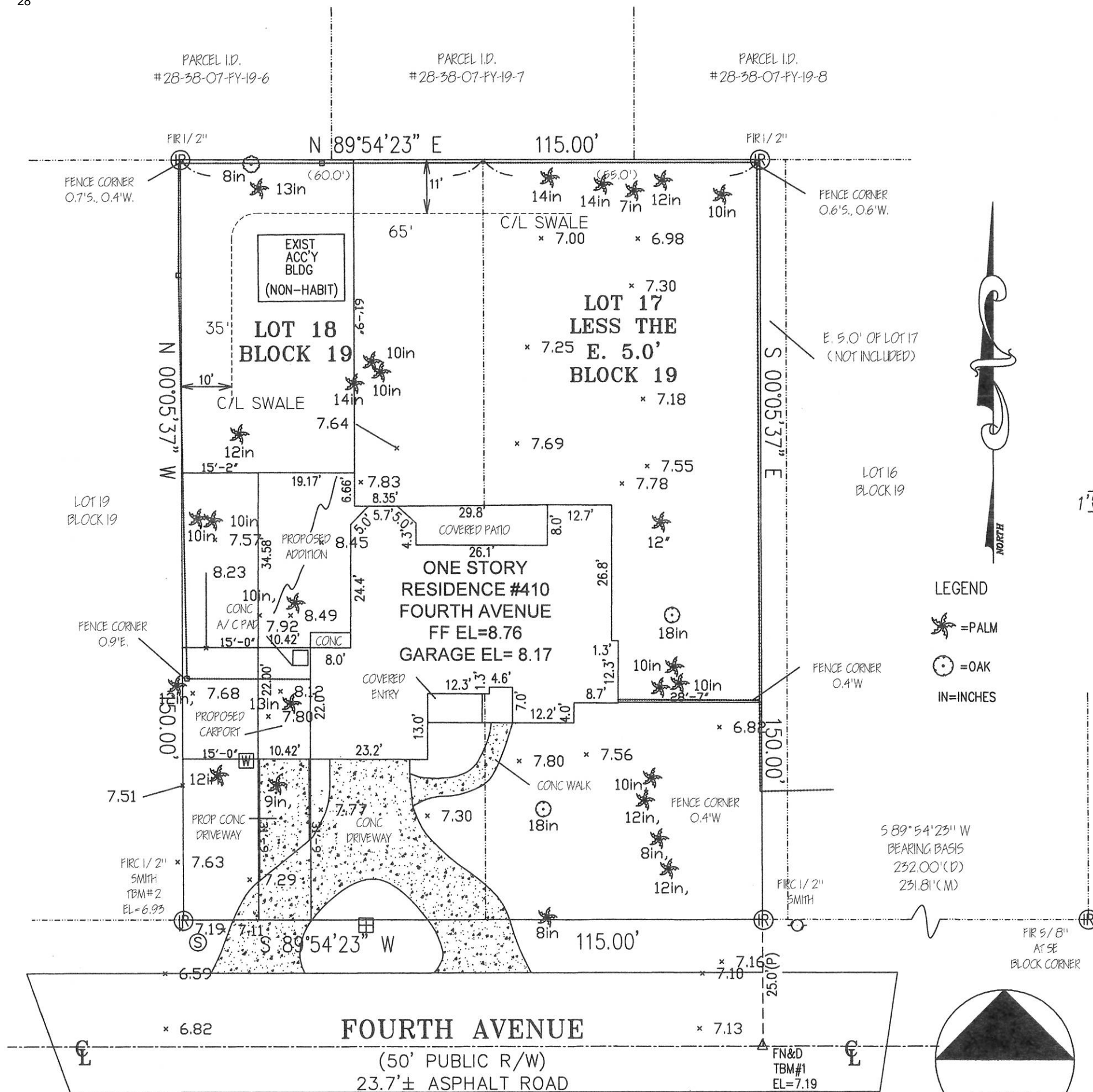


EDC
ENGINEERING AND DESIGN CONCEPTS, INC.

RENOVS/ADDN FOR:
ISHMAN
410 4TH AVE MELBOURNE BEACH, FL

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

CI
SHEET 27 OF *
-DRAWN BY-
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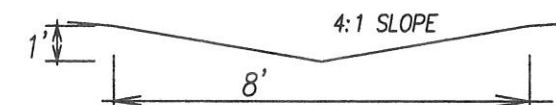


RENOVS/ADDN-GRADING PLAN
SCALE: 1" = 10'

STORMWATER CALCULATIONS

IMPERVIOUS AREA = 4589 SQ FT
RETENTION REQUIRED = 4589 SF X 1" X FT/SQ = 382 CF

RETENTION PROVIDED
PROPOSED SWALE AREA = 4 SF
SWALE LENGTH = 100 FT
VOLUME PROVIDED = 100 FT X 4 FT = 400 CF
400 CF PROVIDED > 382 CF REQUIRED



SWALE CROSS SECTION

SWALE AREA = 6' X 1' = 6 SQ FT
SWALE LENGTH = 90 FT

BUILDING DATA 06/03/20
EXISTING LIVING AREA = 1530 SQ FT
PROPOSED LIVING ADDN = 636 SQ FT
TOTAL NEW LIVING = 2166 SQ FT
EXISTING GARAGE AREA = 529 SQ FT
PROPOSED CARPORT ADDN = 218 SQ FT
EXISTING ENTRY PORCH = 30 SQ FT
EXISTING REAR PORCH = 296 SQ FT
TOTAL NEW BUILDING FOOTPRINT = 3239 SQ FT
EXISTING SHED = 226 SQ FT
EXISTING CONCRETE DRIVEWAY = 924 SQ FT
NEW CONC DRIVEWAY ADDN = 200 SQ FT
TOTAL DRIVEWAY AREA = 1124 SQ FT

SITE COVERAGE

TOTAL SITE AREA = 17250 SQ FT (0.39 ACRES)
TOTAL IMPERVIOUS AREA = 4589 SQ FT
PROPOSED RESIDENCE = 3239 SQ FT
EXISTING ACC'Y SHED = 226 SQ FT
DRIVEWAY/WALKWAYS = 1124 SQ FT

DESIGN CRITERIA	
FULLY ENCLOSED	
WIND SPEED	160
EXPOSURE	C
BUILDING CATEGORY	TWO (2)

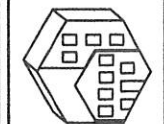
GENERAL NOTES

1. THESE DRAWINGS WERE PREPARED WITH THE ASSUMPTION THE CONTRACTOR/OWNER BUILDER IS KNOWLEDGEABLE OF COMMON CONSTRUCTION PRACTICES.
2. THE CONTRACTOR/OWNER-BUILDER SHALL REVIEW DRAWINGS FOR ACCURACY AND INTERPRETATION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNERS PRIOR TO CONSTRUCTION.
3. THE FOUNDATION PLAN SHALL BE VERIFIED BY THE CONTRACTOR/OWNER-BUILDER TO CORRESPOND WITH THE FINAL ENGINEER TRUSS LAYOUT.
4. DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE.

DO NOT SCALE DRAWINGS

— REVISIONS —	
06/04/20	ISSUE FOR MTG

2115 PALM BAY ROAD, STE. 6
PALM BAY, FL. 32905
TEL. (321) 724-0740
FAX. (321) 914-4206
EMAIL:
BCARTER1350
@CFL.RR.COM



EDC
ENGINEERING AND DESIGN CONCEPTS, INC.

RENOVS/ADDN FOR:

ISHMAN

410 4TH AVE MELBOURNE BEACH, FL

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

C2

SHEET 28 OF *

-DRAWN BY-
RDC

Architectural elevation drawing of a building facade. The drawing is divided into three sections: 'EXISTING STRUCTURE', 'MODIFY EXISTING STRUCTURE', and 'PROPOSED ADDITION'.

- EXISTING STRUCTURE:** Shows the left portion of the building with a low-pitched roof and a single window.
- MODIFY EXISTING STRUCTURE:** Shows the middle portion of the building with a gabled roof section and a double window.
- PROPOSED ADDITION:** Shows the right portion of the building, including a door and a single window.

Key features and annotations include:

- Roof:** A gabled roof section with a 12:12 pitch, indicated by a triangle with '12' on the vertical side and '12' on the horizontal side. The text 'FIELD VERIFY ROOF PITCH PRIOR TO ANY TRUSS DESIGN/FABRICATION' is present.
- Annotations:** 'CREATED SINE LINE' is written near the roofline of the proposed addition.
- Dimensions:**
 - Overall height: 18'-4"
 - Height from ground to top of roof: 10'-0"
 - Height from ground to top of door: 6'-8"
 - Height from ground to top of window: 9'-4"
- Material/Finish:** 'PAINTED STUCCO FINISH (MATCH EXISTING)' is noted for the proposed addition.

18'-4"
FINISHED FLOOR
TO TOP OF ROOF

FIELD VERIFY ROOF PITCH
PRIOR TO ANY TRADES
DESIGN/FABRICATION

12

EXISTING ROOF SINGLES

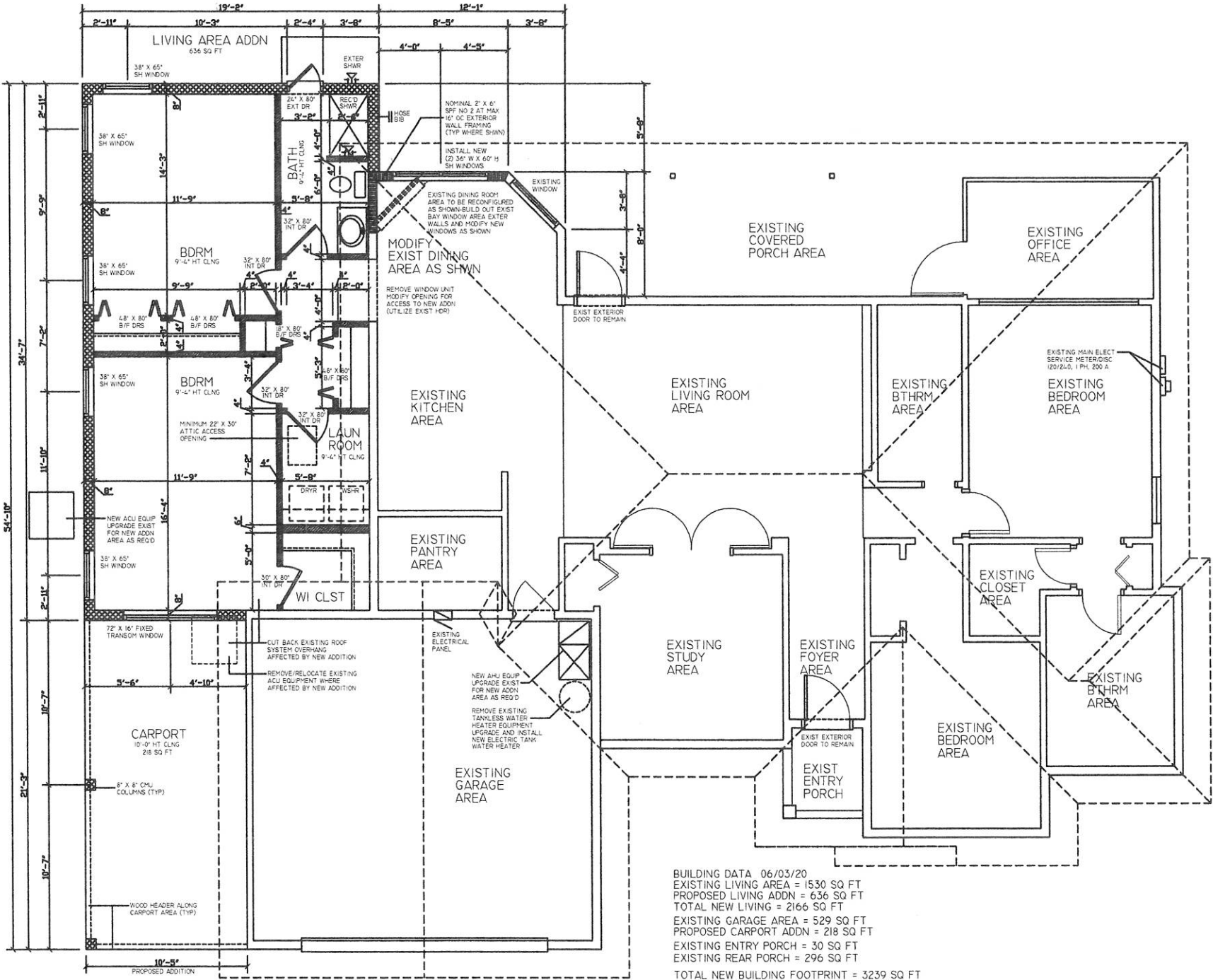
9'-4"
6'-8"
FINISHED FLOOR
TO TOP OF ROOF

PAINTED STUCCO FINISH
(MATCH EXISTING)

PROPOSED ADDITION

PROPOSED ADDITION

DESIGN CRITERIA		GENERAL NOTES
FULLY ENCLOSED		1. THESE DRAWINGS WERE PREPARED WITH THE ASSUMPTION THE CONTRACTOR/OWNER-BUILDER IS KNOWLEDGEABLE OF COMMON CONSTRUCTION PRACTICES.
WIND SPEED 160		2. THE CONTRACTOR/OWNER-BUILDER SHALL REVIEW DRAWINGS FOR ACCURACY, ALL VERTICALS AND ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION.
EXPOSURE C		3. THE FOUNDATION PLAN SHALL BE VERIFIED BY THE CONTRACTOR/OWNER-BUILDER TO CORRESPOND WITH THE FINAL ENGINEERED TRUSS LAYOUT. DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE.
BUILDING CATEGORY TWO (2)		DO NOT SCALE DRAWINGS



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

BUILDING DATA 06/03/20
EXISTING LIVING AREA = 1530 SQ FT
PROPOSED LIVING ADDN = 636 SQ FT
TOTAL NEW LIVING = 2166 SQ FT
EXISTING GARAGE AREA = 529 SQ FT
PROPOSED CARPORT ADDN = 218 SQ FT
EXISTING ENTRY PORCH = 30 SQ FT
EXISTING REAR PORCH = 296 SQ FT
TOTAL NEW BUILDING FOOTPRINT = 3239 SQ FT

DESIGN CRITERIA	
FULLY ENCLOSED	
WIND SPEED	160
EXPOSURE	C
BUILDING CATEGORY	TWO (2)

- GENERAL NOTES
1. THESE DRAWINGS WERE PREPARED WITH THE ASSUMPTION THE CONTRACTOR/OWNER BUILDER IS KNOWLEDGEABLE OF COMMON CONSTRUCTION PRACTICES.
 2. THE CONTRACTOR/OWNER-BUILDER SHALL REVIEW DRAWINGS FOR ACCURACY AND INTERPRETATION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNERS PRIOR TO CONSTRUCTION.
 3. THE FOUNDATION PLAN SHALL BE VERIFIED BY THE CONTRACTOR/OWNER-BUILDER TO CORRESPOND WITH THE FINAL ENGINEERED TRUSS LAYOUT.
 4. DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE.
- DO NOT SCALE DRAWINGS

REVISIONS	
06/03/20	ISSUE FOR MIG
...	...
...	...
...	...

2115 PALM BAY ROAD STE. 6
PALM BAY, FL. 32909
TEL. (321) 724-0740
FAX. (321) 914-4206
EMAIL: BCF@FLORIDA.COM
@FLORIDA.COM



EDC
ENGINEERING AND DESIGN CONCEPTS, INC.

RENOVS/ADDN FOR: **ISHMAN**
410 4TH AVE MELBOURNE BEACH, FL

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

A2
SHEET 30 OF *
-DRAWN BY-
RDC



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Site Plan Review

Applicable Codes

Town of Melbourne Beach Land Development Code
2017 Florida Building Code

Date: June 18, 2020
Owner: Peysha, Douglas; Peysha, Kimberly
Owner Address: 1684 Musgrass Circle, W. Melbourne, FL
Site Address: 509 Sunset Blvd., Melbourne Beach, FL
Parcel ID: 28-38-06-78-*-65
Zoning: 3RS

Proposed Project: New Single family dwelling.

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

Request: Approval by Planning and Zoning Board, Town Commission for construction of a new single family dwelling on a vacant lot with no out-buildings.

Staff Review: The property lies in Zoning District 3RS

- 1). Project is a new single family dwelling as a principle use.
- 2). The Building Lot Zoning District requirements of min. lot area, width and depth.
Lot area is 21,500 sq. ft. min. 10,000 sq. ft.
Lot width is 100 ft. min. 90 ft.
Lot depth is 215 ft. min. 100 ft.
- 3). Lot coverage has a maximum of 30% for principle structure .
Lot coverage per plan is 20.9 % Footprint of Primary Structure is 4,487 sq. ft.
Max allowed for Primary Structure is 6,450 sq. ft. for Lot Area of 21,500 sq. ft.
Minimum pervious area per lot is 30%. Pervious area is 65.8%
- 4). Structure maximum height for zoning district is 28 ft.
The proposed height provided is 20 ft.
Flood Zone X
- 5). Zoning District Setback requirements
Proposed Primary Structure Front Setback 33' 3" (min. 25 ft.)
Proposed Primary Structure West Side Setback 15' 1" (min. 15 ft.)
Proposed Primary Structure East Side Setback 16' 7" (min. 15 ft.)
Proposed Primary Structure Rear Setback 70' (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). The Town Engineer will submit a review of drainage per Ordinance 2019-06. The 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.



Rob Perry
Building Official



B.S.E. CONSULTANTS, INC.
 Consulting ~ Engineering ~ Land Surveying

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

Hassan Kamal, P.E.
 Vice President

June 16, 2020

Via E-mail

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

Re: 509 Sunset Boulevard ~ Street Drainage Review
B.S.E. File #11440.110

Dear Beth:

We have reviewed the plans, stormwater report and geotechnical report submitted for 509 Sunset Boulevard.

The plans and report are acceptable and meet Town code.

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

Very truly yours,

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

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

SMG/jhm
 11440.15.town.corr. 20-s4684.jun

JUN 16 '20 PM 1:46

SURFACE WATER MANAGEMENT REPORT

TO

TOWN OF MELBOURNE BEACH

FOR

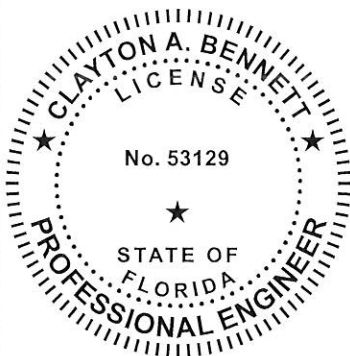
**509 Sunset Blvd
Melbourne Beach, FL 32951**

OWNERS:

Douglas & Kimberly Peysha
1684 Musgrass Cir.
Melbourne, FL 32904

PREPARED BY:

Bennett Engineering & Consulting, LLC.
4940 Ranchland Road
Melbourne, Florida 32934
Tel/Fax (321) 622-4462
CA # 28236



BEC No. 20.670

Digitally signed by Clayton A Bennett
Date: 2020.05.28 14:10:02 -04'00'

May 28, 2020

This item has been digitally signed and sealed by Clayton A. Bennett, PE on the date adjacent to the seal.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

**509 Sunset Blvd
Melbourne Beach
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ENGINEER'S CERTIFICATION

The following drainage calculations for the 509 Sunset Blvd, Melbourne Beach were prepared by me or under my direct supervision.

Clayton A. Bennett, P.E.
Fla. Reg. 53129

Date: _____

I. PROJECT OVERVIEW

A. Existing Conditions

The proposed project is located at 509 Sunset Blvd in the Town of Melbourne Beach, Florida. The overall site boundary contains 21,508 SF, more or less. The site currently vacant.

B. Proposed Conditions

The project consists of a proposed single-family residence, swimming pool, driveway, and associated improvements. A stormwater management system has been proposed to retain the runoff from the 10-year/24-hour storm event, consisting of 8-inches of rainfall, from the site in accordance with the Town Criteria (Section 3A-30). The proposed improvements fall below the permit requirement thresholds of the SJRWMD Applicants Handbook Sec. 3.2.2 (a).

II. SOILS INFORMATION

KSM Engineering and Testing prepare a soils report (KSM Project #201899-p) for the subject site. A copy of the said report has been included in Appendix C for informational purposes only.

The said KSM report provided the following horizontal and vertical flow rates:

<u>Depth:</u>	<u>Horizontal Flow Rate:</u>	<u>Vertical Flow Rate:</u>
0"-14"	13.3 ft/day	10.8 ft/day
14"-24"	37.5 ft/day	32.5 ft/day
24"-44"	27.8 ft/day	22.5 ft/day
44"-60"		45.0 ft/day

The infiltration rate was limited to 10.8 ft/day (5.4 in/hr) as the bottom of the retention basin does not penetrate the lower soil levels with higher flow rates.

The KSM report noted that the seasonal high groundwater was estimated at 38" below the surface. Based on the project survey, the existing grade at the soil boring was estimated at elevation 10.2 feet, therefore the estimated seasonal high groundwater elevation for the site was set at elevation 7.0 feet.

III. STORMWATER MANAGEMENT PLAN

A. Existing Conditions

The rate of runoff was not computed as the Town requires the retention of the 10-year/24-hour storm event.

B. Proposed Conditions

Normally dry retention basins are proposed to retain the runoff from the 10-year/24-hour storm event consisting of 8-inches of rainfall. The site has been divided into two (2) basins. Basin number 1 contains the area draining toward the western property line and Basin 2 consists of the area draining toward the eastern property line.

1. Area information

Basin 1: Total Drainage Basin Area = 13,262 sf

Basin 2: Total Drainage Basin Area = 8,246 sf

2. Stormwater Attenuation

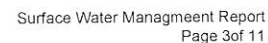
The proposed stormwater management system is designed to retain the runoff from the 10-yr/24-hr storm event site area using the computer model HydroCAD. The results of the HydroCAD model are provided in Appendix B. The following summarizes the results of the HydroCAD analysis for the 10-yr/-24hr storm event:

<u>Basin</u>	<u>Peak Stage</u>	<u>Top of Swale El.</u>	<u>Pre-Development Discharge</u>	<u>Post Development Discharge</u>
Basin 1	8.90 ft	9.1 ft	N/A	0.0
Basin 2	9.18 ft	9.4 ft	N/A	0.0

IV. STORMWATER MANAGEMENT SYSTEM MAINTENANCE PLAN

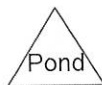
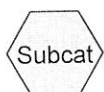
The stormwater management system for this project consists of normally dry retention basins. This system has been designed within the restrictions of the site and with the intent of satisfying the stormwater treatment requirements of the Town of Melbourne Beach stormwater management code. In order for the system to function properly, it must be maintained. The following maintenance and monitoring program shall be followed:

- Storm water retention basins shall be maintained and free of sand build up and debris, which could cause clogging and a reduction of storage volume.
- Grassed areas are to be maintained to avoid bare earth conditions where erosion could occur.
- Grass clippings are to be bagged and properly disposed of.



Appendix "B"

HydroCAD Report



Routing Diagram for Post-01

Prepared by Bennett Engineering & Consulting, LLC, Printed 5/28/2020
HydroCAD® 10.10-4a s/n 08593 © 2020 HydroCAD Software Solutions LLC

Post-01

Type II FL 24-hr 10y-24h Rainfall=8.00"

Prepared by Bennett Engineering & Consulting, LLC
 HydroCAD® 10.10-4a s/n 08593 © 2020 HydroCAD Software Solutions LLC

Printed 5/28/2020

Page 2

Summary for Subcatchment 1S: West Drainage Basin

Runoff = 0.82 cfs @ 12.20 hrs, Volume= 0.107 af, Depth> 4.23"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-24.00 hrs, dt= 0.05 hrs
 Type II FL 24-hr 10y-24h Rainfall=8.00"

Area (sf)	CN	Description
* 872	100	Retention Basin
* 5,554	98	Roof, Paved parking, HSG A
6,836	39	>75% Grass cover, Good, HSG A
13,262	68	Weighted Average
6,836		51.55% Pervious Area
6,426		48.45% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					Direct Entry,

Summary for Subcatchment 2S: East Drainage Basin

Runoff = 0.42 cfs @ 12.22 hrs, Volume= 0.056 af, Depth> 3.55"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-24.00 hrs, dt= 0.05 hrs
 Type II FL 24-hr 10y-24h Rainfall=8.00"

Area (sf)	CN	Description
* 1,212	100	Retention Basin
* 2,023	98	Roof, Paved parking, HSG A
5,011	39	>75% Grass cover, Good, HSG A
8,246	62	Weighted Average
5,011		60.77% Pervious Area
3,235		39.23% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					Direct Entry,

Summary for Pond 1P: West Retention Basin

Inflow Area = 0.304 ac, 48.45% Impervious, Inflow Depth > 4.23" for 10y-24h event
 Inflow = 0.82 cfs @ 12.20 hrs, Volume= 0.107 af
 Outflow = 0.82 cfs @ 12.22 hrs, Volume= 0.107 af, Atten= 0%, Lag= 1.4 min
 Discarded = 0.82 cfs @ 12.22 hrs, Volume= 0.107 af

Routing by Stor-Ind method, Time Span= 0.00-24.00 hrs, dt= 0.05 hrs

→ Peak Elev= 8.90' @ 12.22 hrs Surf.Area= 308 sf Storage= 30 cf

Plug-Flow detention time= 0.2 min calculated for 0.107 af (100% of inflow)
 Center-of-Mass det. time= 0.2 min (847.7 - 847.5)

Post-01

Type II FL 24-hr 10y-24h Rainfall=8.00"

Prepared by Bennett Engineering & Consulting, LLC

Printed 5/28/2020

HydroCAD® 10.10-4a s/n 08593 © 2020 HydroCAD Software Solutions LLC

Page 3

Volume	Invert	Avail.Storage	Storage Description
#1	8.60'	145 cf	Custom Stage Data (Irregular) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
8.60	0	214.0	0	0	0
9.10	872	442.0	145	145	11,903

Device	Routing	Invert	Outlet Devices
#1	Discarded	8.60'	5.400 in/hr Exfiltration over Wetted area Conductivity to Groundwater Elevation = 7.00'

Discarded OutFlow Max=0.81 cfs @ 12.22 hrs HW=8.90' (Free Discharge)

↑1=Exfiltration (Controls 0.81 cfs)

Summary for Pond 2P: East Retention Basin

Inflow Area = 0.189 ac, 39.23% Impervious, Inflow Depth > 3.55" for 10y-24h event
 Inflow = 0.42 cfs @ 12.22 hrs, Volume= 0.056 af
 Outflow = 0.42 cfs @ 12.27 hrs, Volume= 0.056 af, Atten= 1%, Lag= 3.0 min
 Discarded = 0.42 cfs @ 12.27 hrs, Volume= 0.056 af

Routing by Stor-Ind method, Time Span= 0.00-24.00 hrs, dt= 0.05 hrs

→ Peak Elev= 9.18' @ 12.27 hrs Surf.Area= 380 sf Storage= 35 cf

Plug-Flow detention time= 0.6 min calculated for 0.056 af (100% of inflow)

Center-of-Mass det. time= 0.5 min (861.9 - 861.3)

Volume	Invert	Avail.Storage	Storage Description
#1	8.90'	202 cf	Custom Stage Data (Irregular) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Perim. (feet)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
8.90	0	70.0	0	0	0
9.40	1,212	322.0	202	202	7,862

Device	Routing	Invert	Outlet Devices
#1	Discarded	8.90'	5.400 in/hr Exfiltration over Wetted area Conductivity to Groundwater Elevation = 7.00'

Discarded OutFlow Max=0.42 cfs @ 12.27 hrs HW=9.18' (Free Discharge)

↑1=Exfiltration (Controls 0.42 cfs)

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

KSM ENGINEERING AND TESTING

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

April 27, 2020

Kimberly Peysha
1684 Musgrass Circle
West Melbourne, FL 32904

Appendix "C" KSM Soils Report

For Informational Purposes Only.
Not Included in Engineer's Certification

Re: 509 Sunset Boulevard
Melbourne Beach, Florida
KSM Project #: 201899-p

Dear Ms. Peysha:

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.

The horizontal and vertical permeability flow rates were determined by excavating a test pit adjacent to the soil profiles and obtaining undisturbed shelly tube samples. We then performed a permeability test 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 following table indicates the usual Open Hole Hydraulic Conductivity test results:

TEST LOCATION (See Location Plan)	HYDRAULIC CONDUCTIVITY (CFS/Sq. Ft. – Ft. Head)
P-1	3.8×10^{-4}

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

KSM ENGINEERING AND TESTING

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

509 Sunset Boulevard
Melbourne Beach, Florida

-2-

April 27, 2020

The following table indicates the horizontal and vertical flow rates for the test location:

TEST LOCATION (See Location Plan)	HORIZONTAL FLOW RATE	VERTICAL FLOW RATE
P-1	13.3 Ft/Day @ (0"-14") Depth	10.8 Ft/Day @ (0"-14") Depth
P-1	37.5 Ft/Day @ (14"-24") Depth	32.5 Ft/Day @ (14"-24") Depth
P-1	27.8 Ft/Day @ (24"-44") Depth	22.5 Ft/Day @ (24"-44") Depth
P-1		45.0 Ft/Day @ (44"-60") Depth

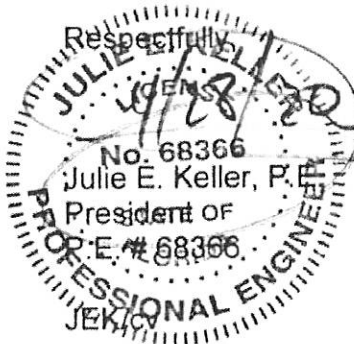
The following table indicates the measured water table along with our estimated normal wet season water table and normal dry season water table for the test location:

TEST LOCATION (See Location Plan)	MEASURED WATER TABLE	ESTIMATED WET SEASON WATER TABLE	ESTIMATED DRY SEASON WATER TABLE
P-1, PB-1	70" Below Grade	38" Below Grade	74" 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 Canaveral-Palm Beach-Urban land complex (25), according to the Soil Survey Map of Brevard County, Florida.

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

Respectfully,



Email to: kimpeysa@gmail.com

KSM

KSM Engineering & Testing
P.O. Box 78-1377
Sebastian, FL 32978
Tel: (772)-589-0712
Fax: (772)-589-6469

BORING NUMBER PB-1

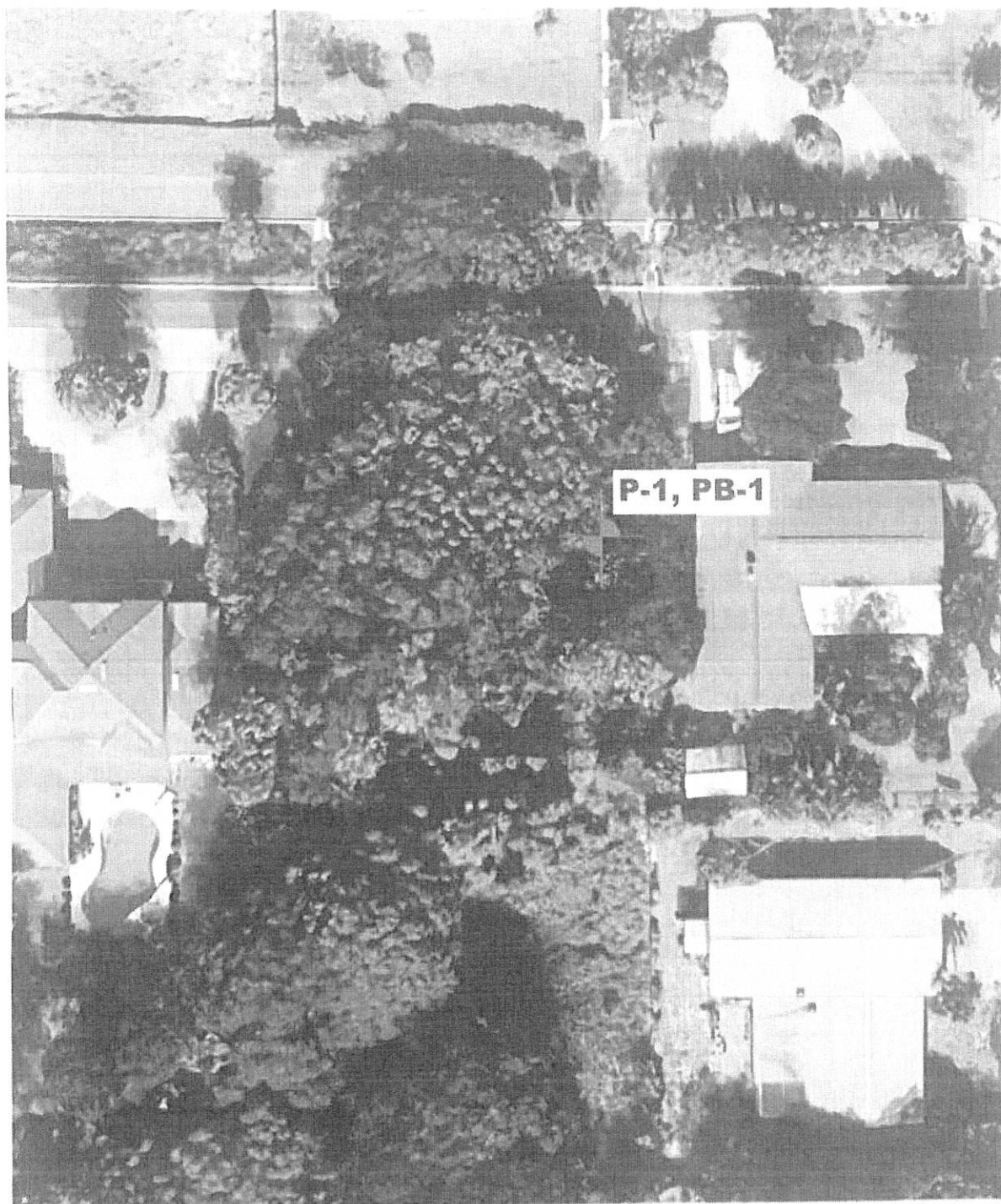
PAGE 1 OF 1

CLIENT Kimberly Peysha PROJECT NAME 509 Sunset Boulevard
PROJECT NUMBER 201899-p PROJECT LOCATION Melbourne Beach, Florida
DATE STARTED 4/22/20 COMPLETED 4/22/20 GROUND ELEVATION _____ HOLE SIZE _____ inches
DRILLING CONTRACTOR _____ GROUND WATER LEVELS:
DRILLING METHOD Split Spoon Sample ∇ AT TIME OF DRILLING 5.83 ft
LOGGED BY SH/SF CHECKED BY JEK AT END OF DRILLING _____
NOTES See Attached Location Plan AFTER DRILLING _____

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	▲ SPT N VALUE ▲	
								PL	MC LL
0		Gray Sand with Traces of Roots						20	40 60 80
		Light Brown Sand	X SS		1-1-1 (2)				
		Yellowish Brown Sand	X SS		1-2-4 (6)				
5		Light Brown Sand with Traces of Shell Fragments	X SS		3-3-4 (7)				
			X SS		3-3-6 (9)				
10			X SS		3-4-5 (9)				
		Light Brown Sand with Pieces of Cemented Sand and Shell	X SS		11-10-9 (19)				
15			X SS		5-4-4 (8)				

Bottom of borehole at 15.0 feet.

GEOTECH BH PLOTS - GINT STD US LAB GOT - 4/28/20 07:38 - K:\KSM FILES\20 DOCS (KSM-SERVER)\201899-P.GPJ



LOCATION OF TESTS

PROJECT: 509 Sunset Boulevard, Melbourne Beach, Florida

SHEET 1 OF

2

PERMIT #:

PROJECT #:

201899-p

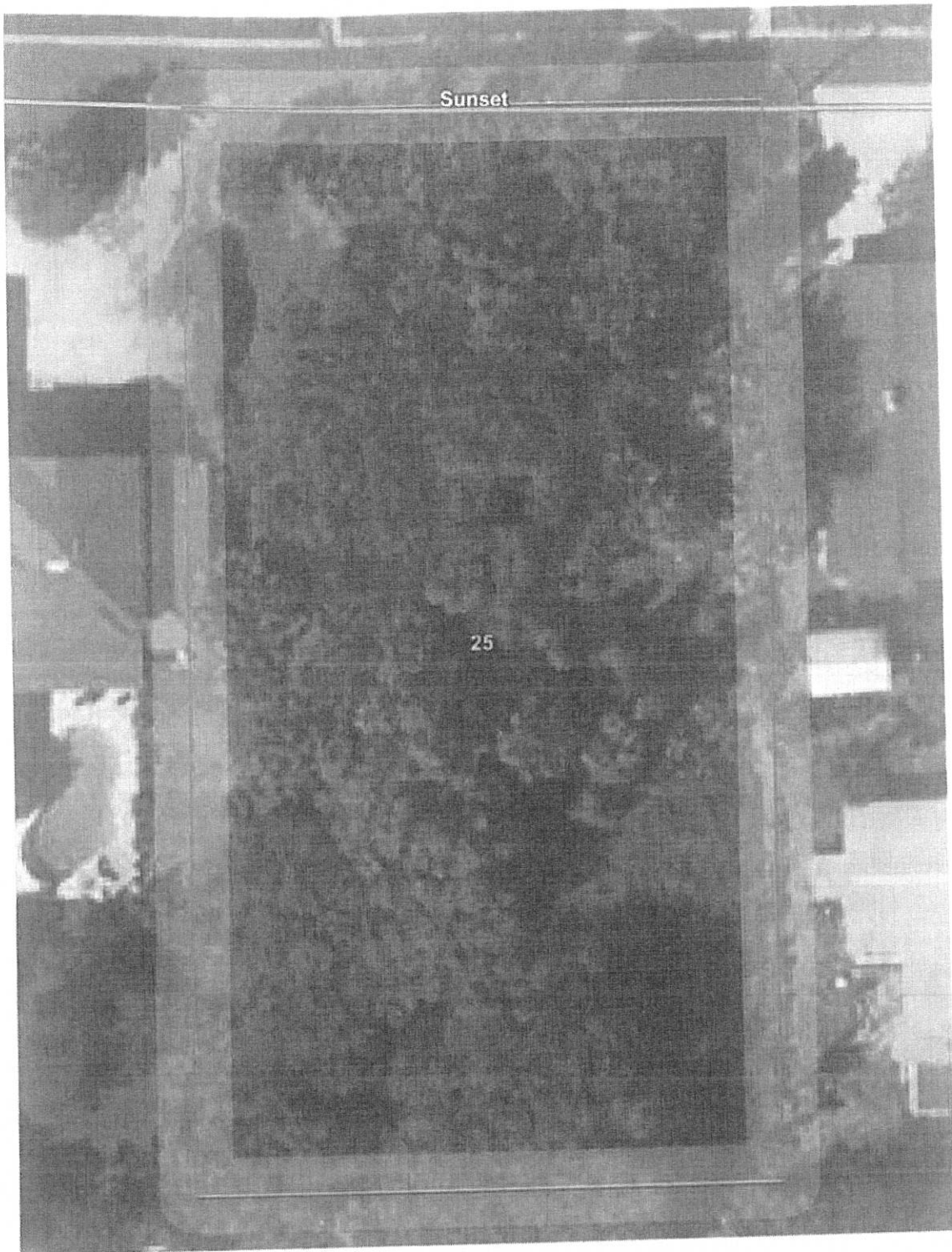
Bennett Engineering & Consulting, LLC
BEC 20.670

KSM ENGINEERING
KSM AND TESTING

509 Sunset Blvd, Melbourne Beach
May 28, 2020

Surface Water Management Report

DRAWN BY: C.V.
DESIGNED BY: J.K.
DATE: 20200427
SCALE: NONE
Page 10 of 145



USDA SOILS SURVEY

25-Canaveral-Palm Beach-Urban Land Complex

PROJECT: 509 Sunset Boulevard, Melbourne Beach, Florida

SHEET 2 OF 2
 PERMIT #:
 PROJECT #: 201899-soils

KSM ENGINEERING
 AND TESTING

DRAWN BY: C.V.
 DESIGNED BY: J.K.
 DATE: 20200427
 SCALE: NONE

Bennett Engineering & Consulting, LLC
 BEC 20.670

509 Sunset Blvd. Melbourne Beach
 May 28, 2020

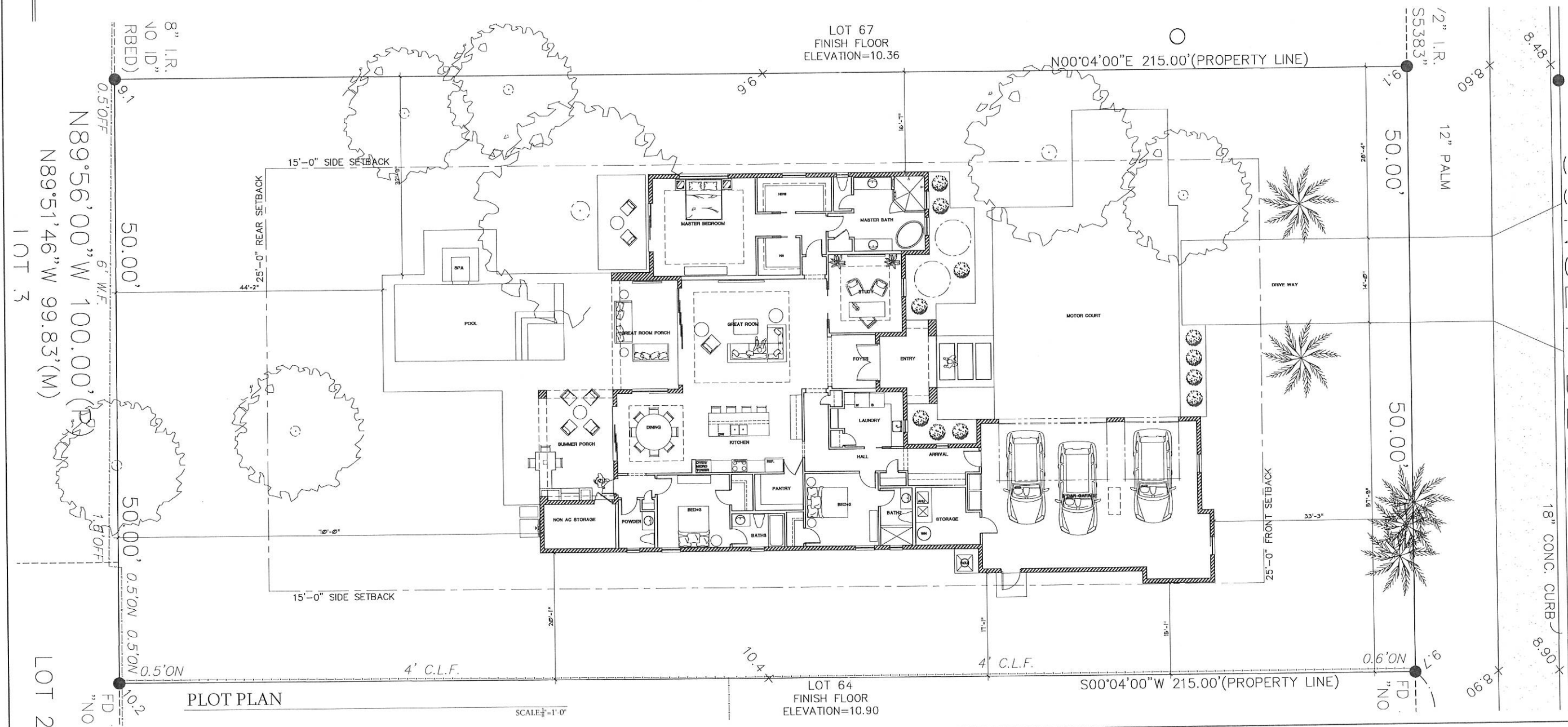
Surface Water Management Report

Page 11 of 11
 46

PROJECT NAME :	PEYSHA RESIDENCE
PROJECT ADDRESS :	508 SUNSET BLVD MELBOURNE BEACH FL. 32951
PROPOSED USE :	SINGLE FAMILY RESIDENTIAL
CONTRACTOR:	T.B.D.
APPLICABLE CODES	
FLORIDA BUILDING CODE:	FBC 6TH EDITION (2017)
MECHANICAL CODE :	2017
PLUMBING CODE :	2017
ELECTRICAL CODE :	NEC 2014
FIRE CODE :	FLORIDA FIRE PREVENTION CODE 2015
AUTHORITY / JURISDICTION :	TOWN OF MELBOURNE BEACH

SHEET	DESCRIPTION
XXX	

LIVING	2,806 SF
ENTRY	108 SF
GARAGE	1,135 SF
COVERED PORCH	438 SF
GRAND TOTAL	4,487 SF

[illegible]

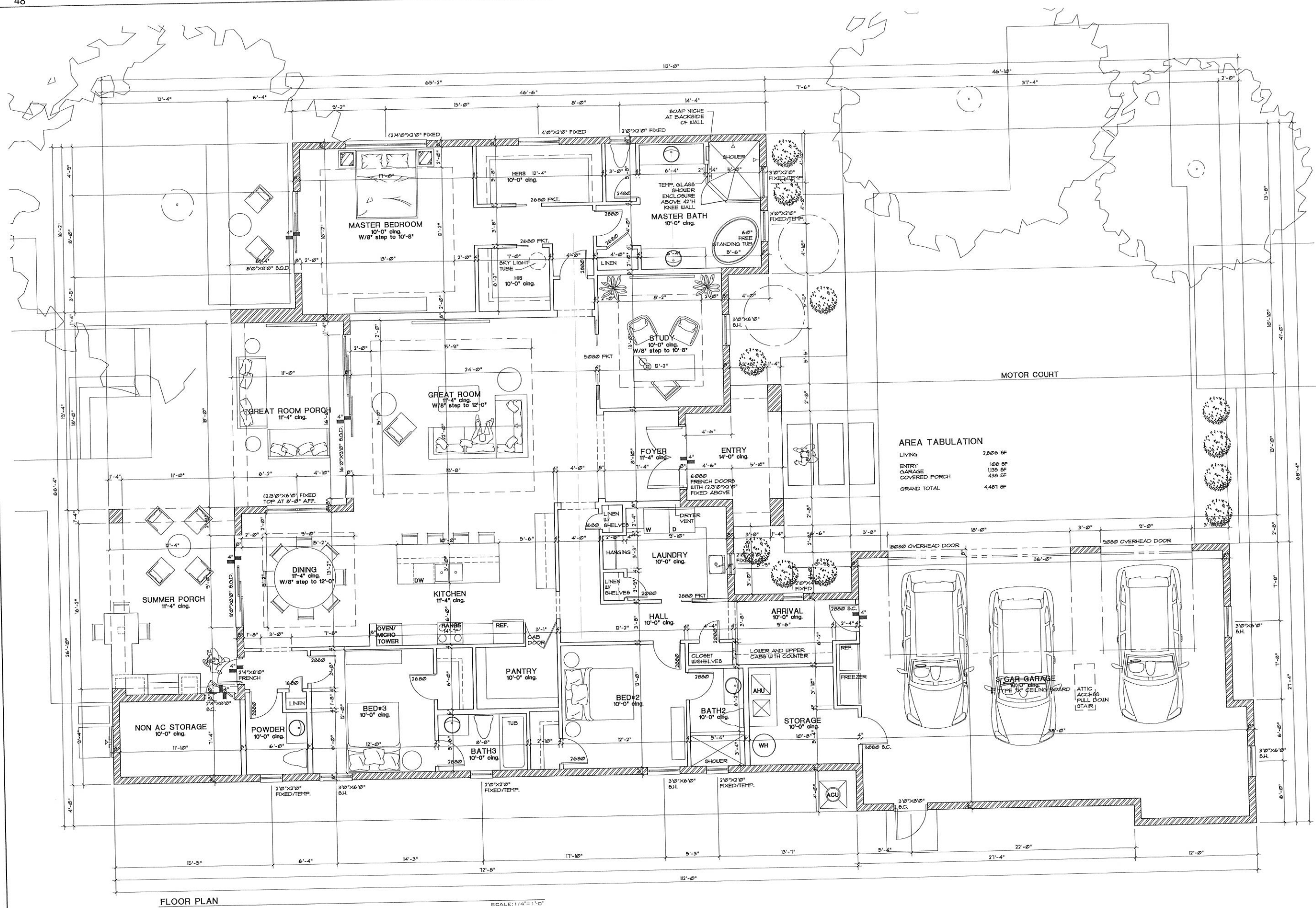
Custom Design For
Peysha Residence
509 Sunset Blvd Melbourne Beach FL 32951

Mitz Design Group
Residential Planning
587 West Eau Gallie Blvd.
Melbourne FL 32935 Suite 201
P.321.745.8609

Alex Mitz, President

C1

Sheet 1 of



AREA TABULATION	
LIVING	2,806 SF
ENTRY	108 SF
GARAGE	1,135 SF
COVERED PORCH	438 SF
GRAND TOTAL	4,487 SF

FLOOR PLAN

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

REMARKS		BY	DATE
JOB. NO.	210 CIDA		
THE EMPLOYING AGENCY HAS REQUESTED THAT THE CONTRACTOR GROUP BE RELEASED FROM THE PROJECT WHICH THEY ARE DESIGNED			
DRAWN	A.A.N.I.		
CHECKED	A.A.N.I.		
SCALE AS SHOWN			
DATE 6.9.2020			
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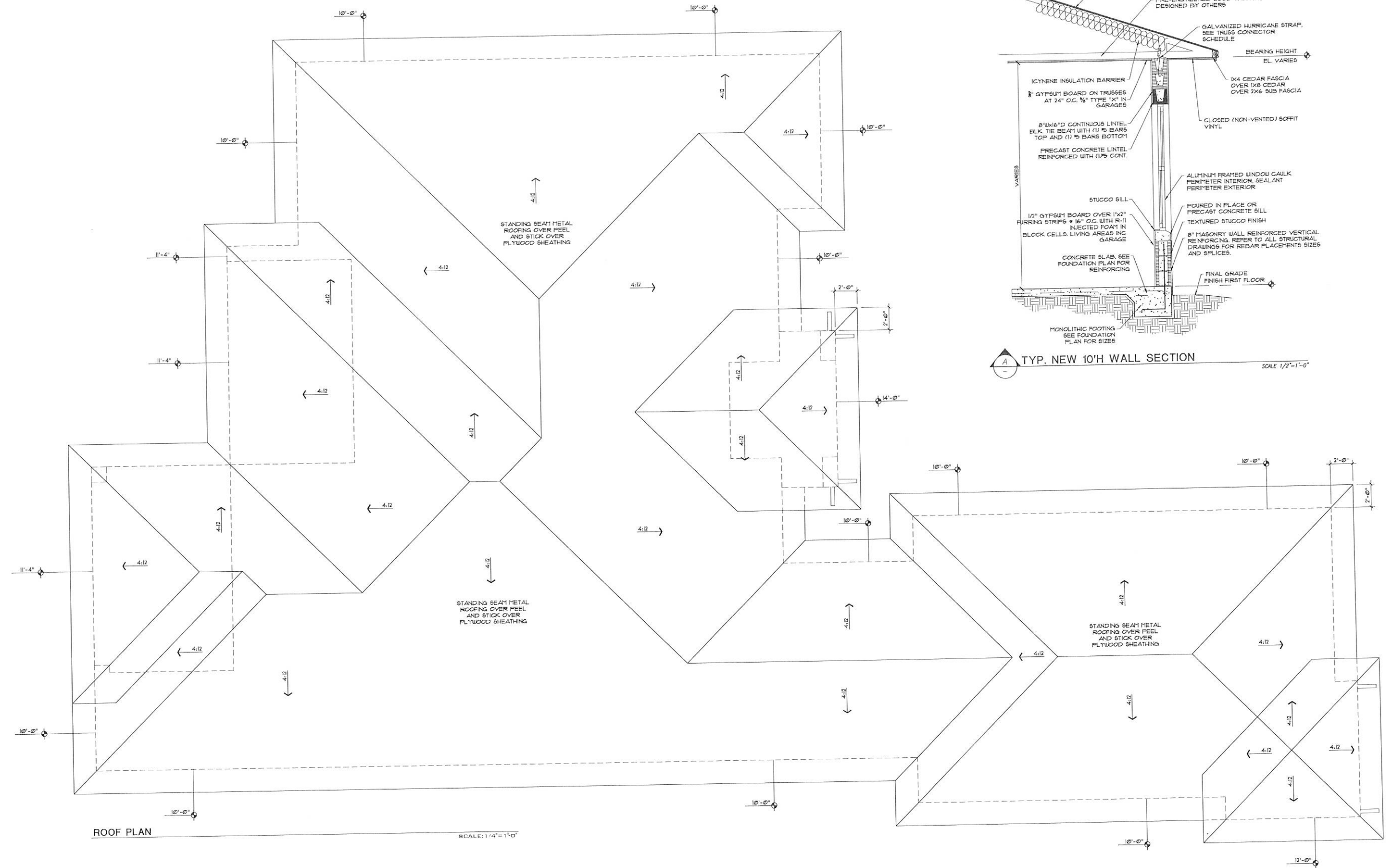
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Melbourne FL 32935 Suite 201

Alex Mitz, President

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Sheet 2 of

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p.321.745.8609

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JOB NO. 20-004
DESIGNED A.A.M.
DRAWN A.A.M.
CHECKED A.A.M.
SCALE AS SHOWN
DATE 6.9.2020

MARK
REVISIONS
BY
DATE

EXTERIOR ELEVATIONS

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Peysha Residence
509 Sunset Blvd Melbourne Beach FL 32951

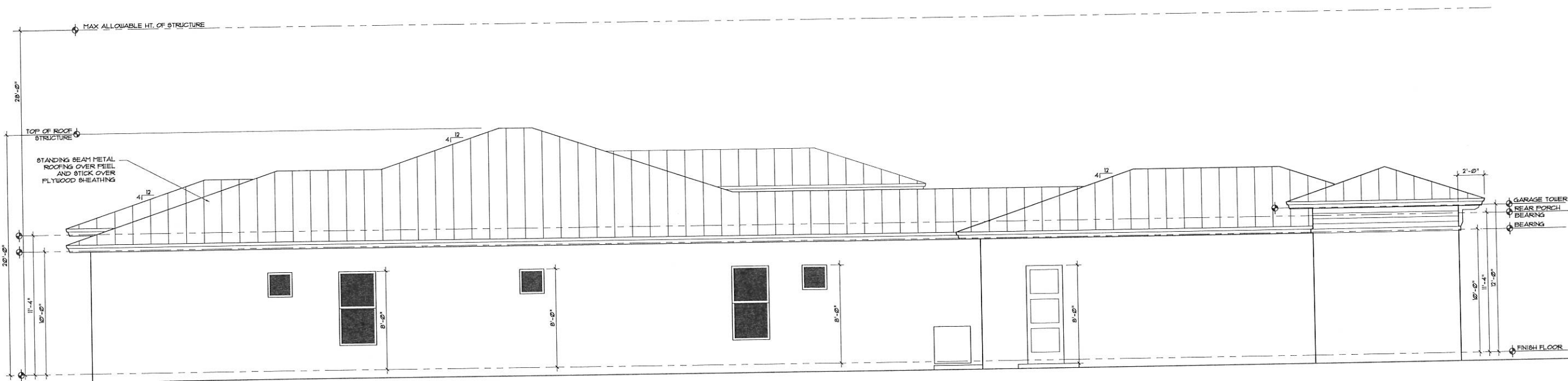
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Melbourne FL 32935 Suite 201
P.321.745.8609

Alex Mitz, President

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Sheet 4 of

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



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

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	JOB. NO.	20-004		
	DESIGNED	A.A.M.		
	DRAWN	A.A.M.		
	CHECKED	A.A.M.		
	SCALE	AS SHOWN		
	DATE	6.9.2020		

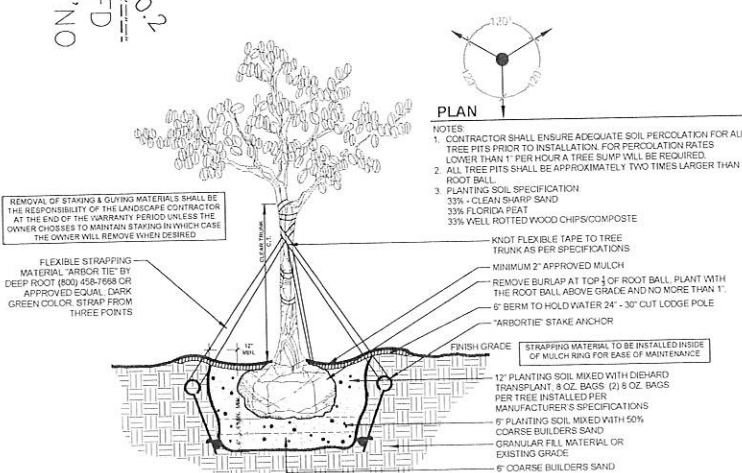
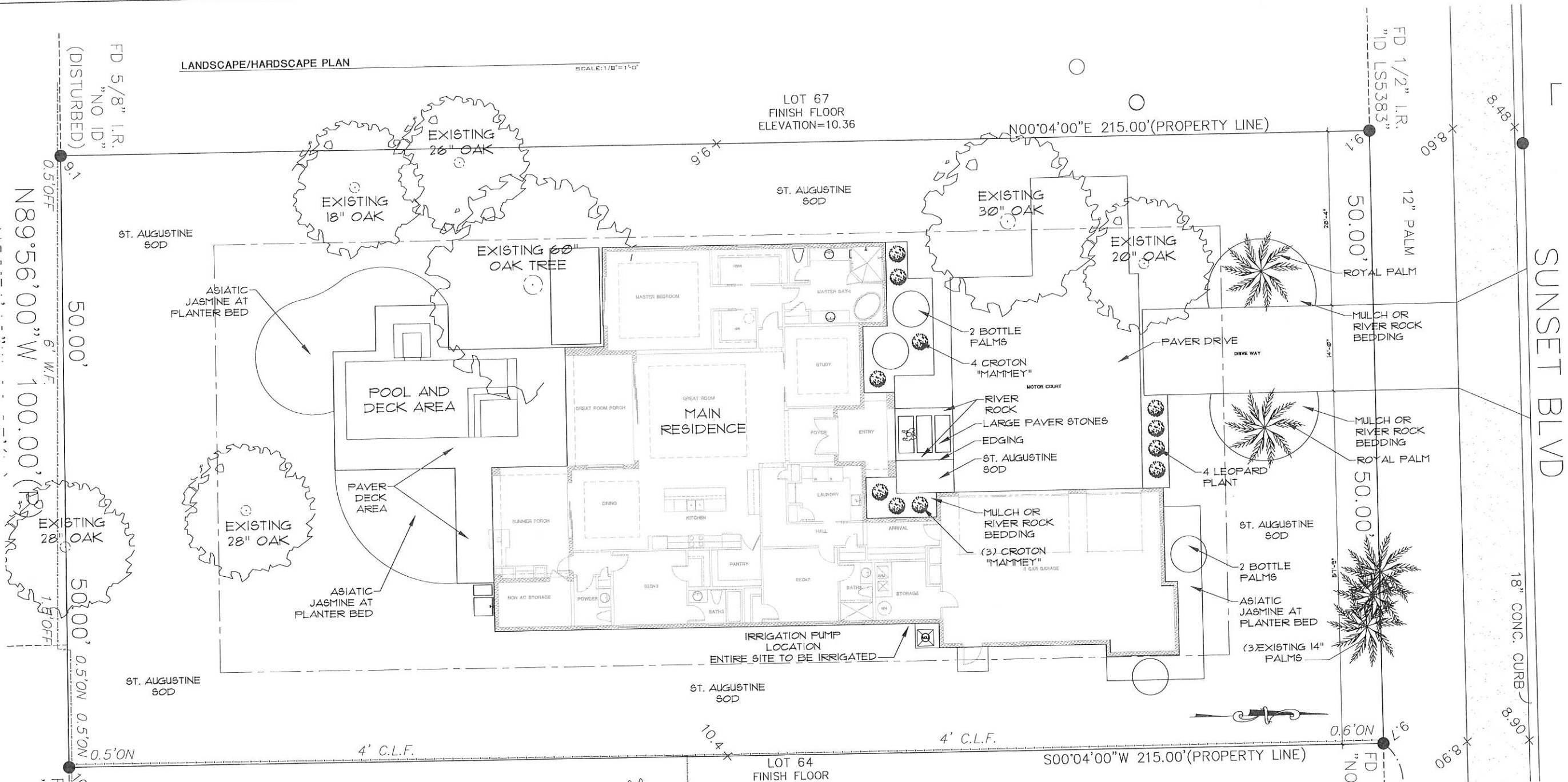
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Melbourne FL 32935 Suite 201

Alex Mitz, President

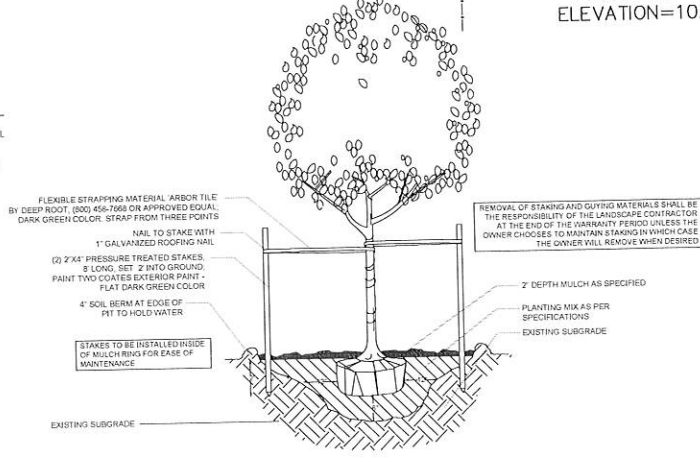
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Sheet 5 of



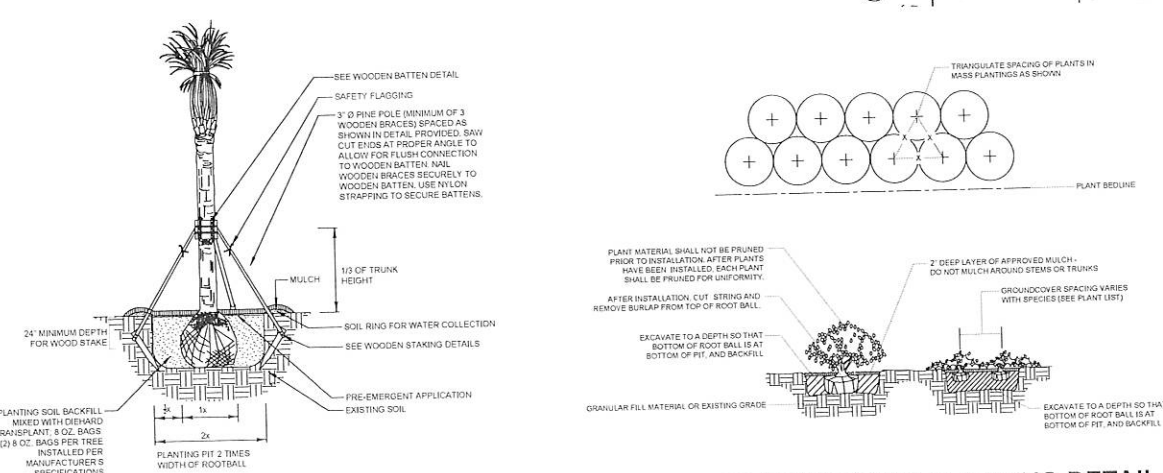
TREE PLANTING & GUYING DETAIL

N.T.S.



SPECIMEN TREE GUYING DETAIL

N.T.S.



PALM PLANTING DETAIL

N.T.S.

SHRUB & GROUND COVER PLANTING DETAIL

N.T.S.

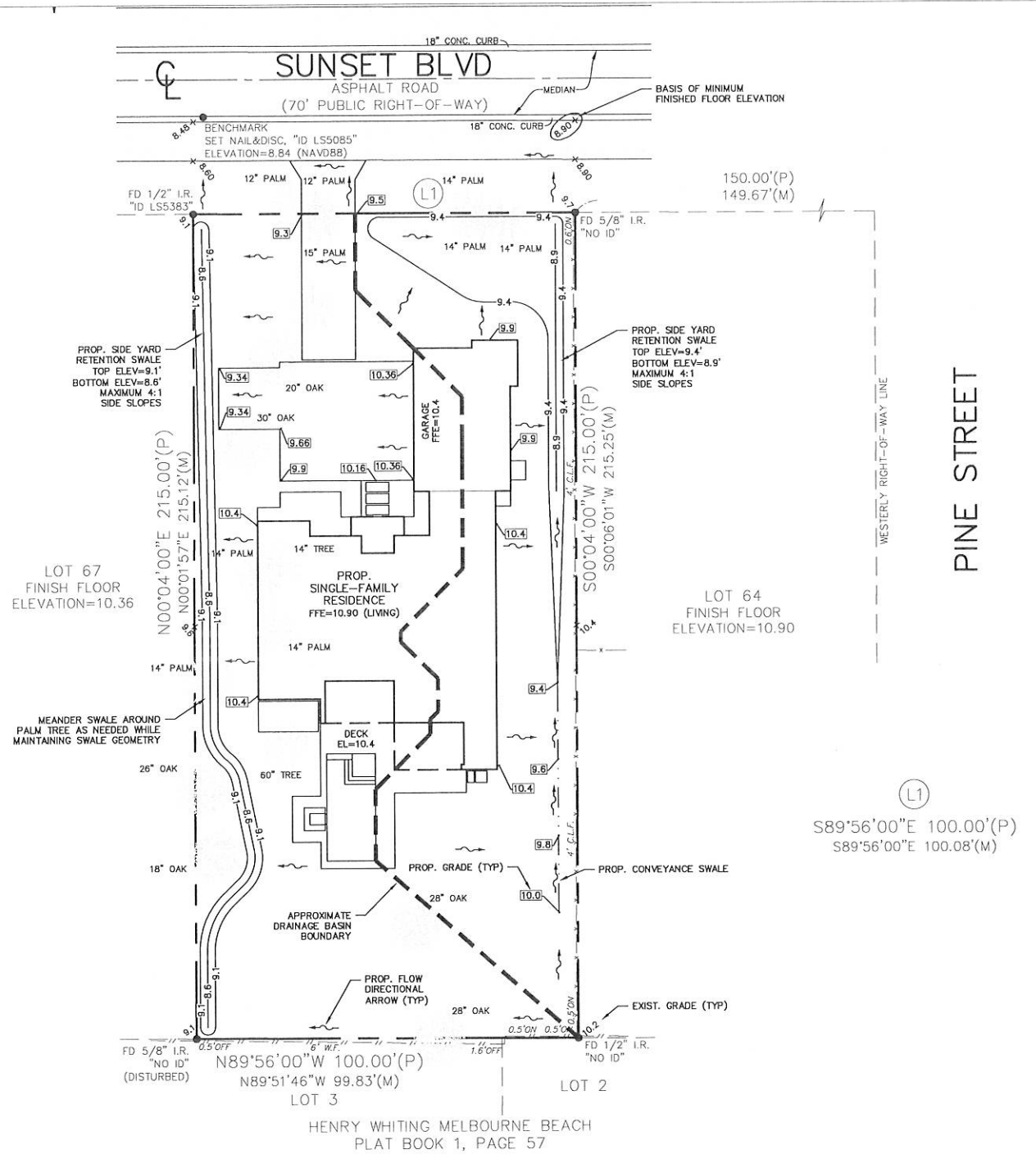
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Custom Design For
Peysha Residence
509 Sunset Blvd Melbourne Beach FL 32951

Mitz Design Group
Residential Planning
587 West Eau Gallie Blvd.
Melbourne FL 32935 Suite 201
P.321.745.8609

Alex Mitz, President

L1



OWNERS:
DOUGLAS & KIMBERLY PEYSHA
1884 MUSGRASS CIR
MELBOURNE, FL 32904

ENGINEER:
BENNETT ENGINEERING & CONSULTING, LLC
4940 RANGLAND ROAD
MELBOURNE, FLORIDA 32934
(321) 622-4462

SURVEYOR:
PRECISION LAND SURVEYING, INC
2900 LAKE WASHINGTON, SUITE 1
MELBOURNE, FL 32935
(321) 259-4600

SITE ADDRESS:
509 SUNSET BLVD
MELBOURNE BEACH, FL 32951

PARCEL ID:
28-38-06-78-1-65

ACCOUNT NO:
2847262

SITE AREA:
SITE AREA = ±0.49 AC

NATIONAL FLOOD INSURANCE INFORMATION:
(AS PROVIDED ON THE SURVEY)
MAP NO. 12009C0604G
FIRM INDEX DATE: MARCH 17, 2014
FLOOD ZONE: "X"

GRADING NOTES

1. IMPERVIOUS SURFACES WITHIN 10 FEET OF THE BUILDING FOUNDATION SHALL BE SLOPED A MINIMUM OF 2% AWAY FROM THE BUILDING.
2. FINISHED EARTH GRADES ADJACENT TO THE BUILDING SHALL BE A MINIMUM OF 6" BELOW THE FINISHED FLOOR ELEVATION AND THE GRADE SHALL FALL AWAY FROM THE BUILDING A MINIMUM OF 6" WITHIN THE FIRST 10 FEET.

MINIMUM FINISHED FLOOR ELEVATION:

TOWN OF MELBOURNE BEACH SEC 7A-55:
ALL BUILDINGS SHALL BE CONSTRUCTED WITH THE LOWEST FLOOR LEVEL AT LEAST 18 INCHES ABOVE THE CROWN OF THE HIGHEST STREET PERPENDICULAR TO THE FOUNDATION TO WHICH THE PROPERTY ADJUTS.

MINIMUM OF 18" ABOVE CROWN OF ROAD.
CROWN OF ROAD ELEV.=8.90'
MINIMUM FINISHED FLOOR = 8.90' + 1.5' = 10.40 FT (NAVD)

FEMA:
FLOOD ZONE "X", NO ADDITIONAL ELEVATION REQUIREMENTS.

GENERAL STATEMENT:

THIS STORMWATER MANAGEMENT PLAN HAS BEEN PREPARED FOR THE SOLE PURPOSE OF ADDRESSING SECTION 3A-80 OF THE TOWN OF MELBOURNE BEACH CODE FOR A PROPOSED SINGLE FAMILY RESIDENCE, SWIMMING POOL, AND ASSOCIATED SITE IMPROVEMENTS ON THE SUBJECT LOT (I.E. RETAIN THE FIRST 8-INCHES OF RUNOFF FROM A 10-YEAR/24 HOUR STORM EVENT). ALL OTHER BUILDING CODES AND LAND DEVELOPMENT REGULATIONS ARE TO BE ADDRESSED BY OTHERS.

GENERAL NOTES

1. PROPOSED BUILDING ENVELOPE INDICATES MAXIMUM EXTERIOR WALL DIMENSIONS ONLY.
2. BOUNDARY & TOPOGRAPHIC INFORMATION WAS PROVIDED BY PRECISION LAND SURVEYING, INC., JOB NO. 19-2391, LATEST REVISION DATED 1/15/2020.
3. ELEVATIONS ARE BASED ON NAVD, 1988 DATUM.
4. CONTOURS ARE APPROXIMATE ONLY.
5. THE SOLID WASTE WITHIN THE PROJECT SITE WILL BE PICKED UP BY CURBSIDE PICKUP.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE CAUSED WITHIN ROAD AND DRAINAGE RIGHT-OF-WAY AS A DIRECT RESULT OF NEW CONSTRUCTION.
7. THE CONTRACTOR SHALL CONTACT SUNSHINE ONE (1-800-432-4770) AND ALL CONCERNED UTILITIES AT LEAST 48 HOURS IN ADVANCE OF CONSTRUCTION OPERATIONS.
8. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY AND DOCUMENT THE ACTUAL LOCATION AND EXTENT OF ALL EXISTING UTILITIES WHICH MAY AFFECT CONSTRUCTION. EXISTING UTILITIES SHOWN ARE BASED UPON THE BEST AVAILABLE INFORMATION SUPPLIED TO THE OWNER/ENGINEER AND IS SHOWN FOR INFORMATIONAL PURPOSE ONLY. ANY DAMAGE TO EXISTING UTILITIES SHALL BE REPAIRED OR REPLACED AT THE CONTRACTOR'S EXPENSE, TO THE SATISFACTION OF THE UTILITY OWNER.



Digitally signed by Clayton A Bennett
Date: 2020.05.28 14:11:07 -04'00'

This item has been digitally signed and sealed by Clayton A. Bennett, PE on the date adjacent to the seal.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

 NORTH		SCALE: 1"=20'																									
DOUGLAS & KIMBERLY PEYSHA 1884 MUSGRASS CIR MELBOURNE, FL 32904		PEYSHA RESIDENCE 509 SUNSET BLVD																									
<table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>REVISION</th> </tr> </thead> <tbody> <tr><td>1</td><td></td><td></td></tr> <tr><td>2</td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td></tr> <tr><td>4</td><td></td><td></td></tr> <tr><td>5</td><td></td><td></td></tr> <tr><td>6</td><td></td><td></td></tr> <tr><td>7</td><td></td><td></td></tr> </tbody> </table>				NO.	DATE	REVISION	1			2			3			4			5			6			7		
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Bennett Engineering & Consulting 4940 RANGLAND ROAD MELBOURNE, FL 32934 (321) 622-4462 FAX (321) 622-4462 CA# 28236 DATE																											
© 2020 BENNETT ENGINEERING & CONSULTING, LLC.																											
THIS DOCUMENT IS NOT TO BE USED FOR CONSTRUCTION UNLESS SIGNED HERE:																											
DESIGNED: CAB DATE 5/27/20 DRAWN BY: CAB DATE 5/27/20 CHECKED: APPROVED: ACAD CODE: 20670M1.DWG PROJECT NO: 20.670																											
STORMWATER MANAGEMENT PLAN C-1 SHEET 1 OF 1																											

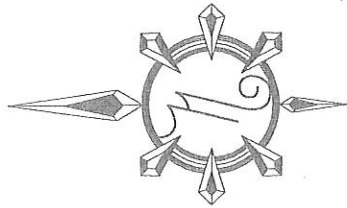


TYPE "A" LOT DRAINAGE
(REAR TO FRONT)

AREA OF ALTERATION
= ±0.5 ACRES

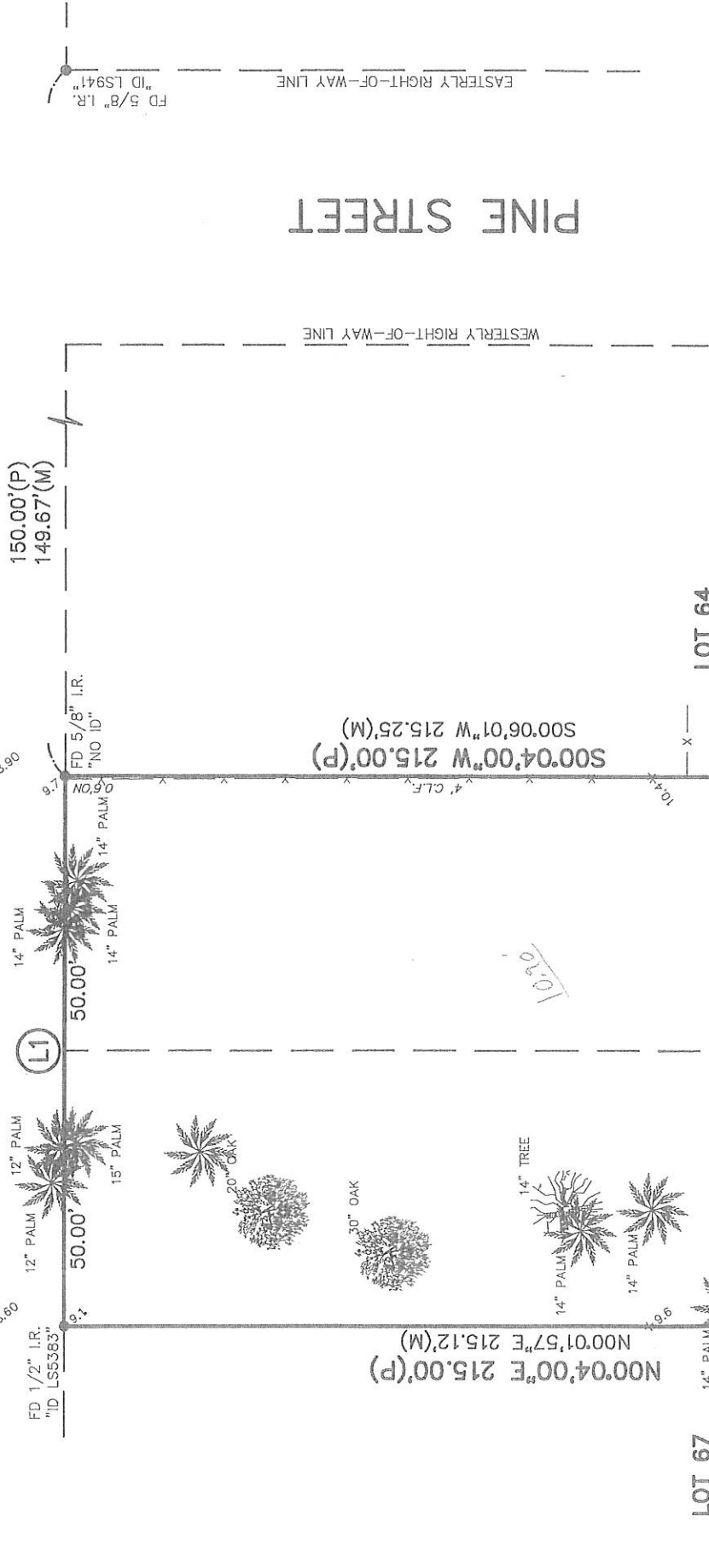
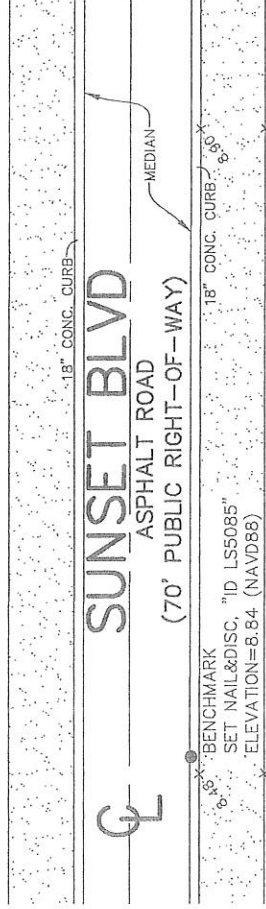
EROSION NOTES:

BEST MANAGEMENT PRACTICES SHALL BE UTILIZED TO MINIMIZE ANY ON SITE EROSIONS. IN ADDITION TO BEST MANAGEMENT PRACTICES, AS A MINIMUM, SILT FENCE SHALL BE INSTALLED AROUND THE PERIMETER OF THE DEVELOPMENT AREA TO MINIMIZE SEDIMENTATION FROM LEAVING THE SITE.



LOT 65 & 66, AS SHOWN ON THE PLAT OF SUNSET BAY SUB-DIVISION
AS RECORDED IN PLAT BOOK 6, PAGE 59 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA.

BOUNDARY SURVEY OF:

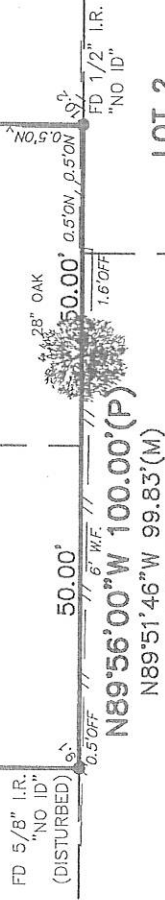


LOT 67
FINISH FLOOR
ELEVATION=10.36

LOT 66
509 SUNSET BLVD
(VACANT)

LOT 64
FINISH FLOOR
ELEVATION=10.90

(L1)
S89°56'00"E 100.00'(P)
S89°56'00"E 100.08'(M)



HENRY WHITING MELBOURNE BEACH
PLAT BOOK 1, PAGE 57

Myra E. Barker

PROFESSIONAL SURVEYOR & MAPPER IN RESPONSIBLE CHARGE
MYRON E. BARKER — FLORIDA CERTIFICATE NO. 5085
CERTIFICATE OF AUTHORIZATION LB. 6586

LEGEND	
(AKA)	= ALSO KNOWN AS
G	= CENTERLINE
C.B.	= CONCRETE BLOCK
C.B.S.	= CONCRETE BLOCK STRUCTURE
C.L.F.	= CHAIN LINK FENCE
CLR	= CLEAR
C.M.	= CONCRETE MONUMENT
CONC.	= CONCRETE
COR	= CORNER
COVD	= COVERED
D	= DELTA
FD	= FOUNDATION
FD 1/2" I.R.	= IDENTIFICATION
"NO ID"	= IRON PIPE
"NO ID"	= IRON ROD
LB	= LENGTH
LS	= LICENSE BUSINESS
LS	= LICENSE SURVEYOR
N&D	= MEASURED
(P)	= NAIL & DISK
PL	= PLATTED
PT	= POINT OF CURVATURE
PL	= POINT OF TANGENCY
P.S.M.	= PROPERTY LINE
PRC	= PROFESSIONAL SURVEYOR & MAPPER
P.U.&D.	= POINT OF REVERSE CURVE
R	= PUBLIC UTILITY & DRAINAGE
R/W	= RADIUS
(TYP.)	= RIGHT-OF-WAY
W.F.	= TYPICAL
	= WOOD FENCE

SURVEYOR'S NOTES:

- 1) THE BEARING SYSTEM SHOWN HEREON IS BASED ON A ASSUMED BEARING OF S.89°56'00"E., ALONG THE SOUTH RIGHT-OF-WAY LINE OF SUNSET BLVD.
- 2) AS PER FLOOD INSURANCE RATE MAP NO.12009C 0604 G, INDEX DATED 03-17-2014, THE ABOVE DESCRIBED PROPERTY LIES IN ZONE X.
- 3) THIS SURVEY WAS PREPARED FROM TITLE INFORMATION PROVIDED TO THE SURVEYOR. THERE MAY BE ADDITIONAL RESTRICTIONS OR EASEMENTS THAT AFFECT THE PROPERTY.
- 4) UNDERGROUND UTILITIES AND FOUNDATIONS HAVE NOT BEEN SHOWN.
- 5) LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR RIGHT-OF-WAY, RESERVATION, AGREEMENT AND/OR EASEMENTS OF RECORD. SUCH INFORMATION IF DESIRED, SHOULD BE OBTAINED AND CONFIRMED BY OTHER THROUGH APPROPRIATE TITLE VERIFICATION.
- 6) NOT VALID WITHOUT SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

TYPE OF SURVEY:
BOUNDARY SURVEY

PROJECT:

19-2391

SCALE: 1" = 30'

DATE: 01/15/2020

CAD FILE: 19-2391.DWG

F.B. NUMBER:

REVISION:

CERTIFIED TO:

KIMBERLY PEYSHA

PRECISION

LAND SURVEYING, INC.

2900 LAKE WASHINGTON ROAD, SUITE 1
MELBOURNE, FLORIDA 32935

PHONE: 321-259-4600

EMAIL: PRECISIONSURVEYING1993@GMAIL.COM

Attachments:	Draft Ordinance 2020-03; Amendments to Section 7A-67, Land Development Code; Re: Storage of Trailers, Boats, and Recreational Vehicles
Date Prepared:	July 9, 2020
Prepared By:	Clifford R. Reppeger, Jr., Town Attorney
Meeting Date:	July 15, 2020

Agenda Category:

	Proclamations & Awards	X	Public Hearings
	Presentations		Old Business
	Boards & Committees		New Business
	Consent		Other:

Subject:	First Reading of Ordinance 2020-03.
Recommended Action:	Pass or Amend Proposed Ordinance 2020-03.
Background Information:	<p>On March 18, 2020, the Town Commission approved moving forward with and Ordinance amending Section 7A-67, Land Development Code.</p> <p>The attached draft Ordinance:</p> <ul style="list-style-type: none"> Increases the maximum length of trailers, boats, and recreational vehicles stored on any lot within the Town to forty-five (45) feet; Provides that trailers, boats, and recreational vehicles may be connected to electrical power sources for maintenance purposes; Amends the conditions for storage of trailers, boats, and recreational vehicles on corner lots to require said trailers, boats, and recreational vehicles to be substantially screened but not completely shielded from view; Provides that external side-room extensions on recreational vehicles can only be extended for loading and unloading; and

	<ul style="list-style-type: none">• Amends the allowable period of active loading and unloading of trailers, boats, and recreational vehicles to forty-eight (48) hours in any seven (7) day period. <p>On July 7, 2020, the Planning and Zoning Board, after a public hearing, recommended denial of the proposed draft ordinance via a vote of 3-2.</p>
--	---

ORDINANCE NO. 2020-03

AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE OF THE TOWN OF MELBOURNE BEACH REGARDING TRAILERS, BOATS AND RECREATIONAL VEHICLES; AMENDING SECTION 7A-67; AMENDING THE MAXIMUM LENGTH OF TRAILERS, BOATS, AND RECREATIONAL VEHICLES STORED ON ANY LOT WITHIN THE TOWN TO FORTY-FIVE (45) FEET; PROVIDING THAT TRAILERS, BOATS, AND RECREATIONAL VEHICLES MAY BE CONNECTED TO ELECTRICAL POWER SOURCES FOR MAINTENANCE PURPOSES; AMENDING THE CONDITIONS FOR STORAGE OF TRAILERS, BOATS, AND RECREATIONAL VEHICLES ON CORNER LOTS TO REQUIRE SAID TRAILERS, BOATS, AND RECREATIONAL VEHICLES TO BE SUBSTANTIALLY SCREENED BUT NOT COMPLETELY SHIELDED FROM VIEW; PROVIDING THAT EXTERNAL SIDE-ROOM EXTENSIONS ON RECREATIONAL VEHICLES CAN ONLY BE EXTENDED FOR LOADING AND UNLOADING; AMENDING THE ALLOWABLE PERIOD OF ACTIVE LOADING AND UNLOADING OF TRAILERS, BOATS, AND RECREATIONAL VEHICLES TO FORTY-EIGHT (48) HOURS IN ANY SEVEN (7) DAY PERIOD; PROVIDING A SERVERABILITY/INTERPRETATION CLAUSE; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING AN ADOPTION SCHEDULE.

WHEREAS, the Town of Melbourne Beach desires to amend the Land Development Code of the Town of Melbourne Beach regarding the parking, placement, storage, and screening of trailers, boats, and recreational vehicles within the Town of Melbourne Beach; and,

WHEREAS, the Town Commission of the Town of Melbourne Beach, after duly noticed public hearings, has determined that the amendments to Section 7A-67 of the Land Development Code proposed in this Ordinance will provide for the improved regulation of the parking,

placement, storage, and screening of trailers, boats, and recreational vehicles in the Town of Melbourne Beach, consistent with currently acceptable community standards for the same; and,

WHEREAS, the Town Commission of the Town of Melbourne Beach, after duly noticed public hearings, has determined that the amendments to Section 7A-67 of the Land Development Code provided for in this Ordinance are consistent with the Comprehensive Plan and are in the best interests of its citizens and promote the general health, safety, and welfare of the residents of the Town of Melbourne Beach;

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

SECTION 1. That Section 7A-67, Appendix “A,” of the Town Code of the Town of Melbourne Beach, Florida, is hereby amended to read as follows:

§7A-67. TRAILERS, BOATS AND RECREATIONAL VEHICLES.

(a) General parking restrictions. Trailers, boats and recreational vehicles which do not exceed 26 forty-five (45) feet in overall length may be parked, stored or stopped on any lot in the Town provided the following provisions are complied with:

- (1) Such trailers, boats, and recreational vehicles, or any combinations thereof, shall not be used for residential, office or commercial purposes.
- (2) Such trailers, boats and recreational vehicles, or any combinations thereof, shall not be connected in any manner to utilities, except for the purpose of charging batteries thereon ~~for the purpose of charging batteries thereon~~ connection to electric service for the purpose of charging batteries or maintenance only. The use of trailers and recreational vehicles for sleeping, housekeeping or living quarters while so parked shall not be permitted.
- (3) Such trailers, boats and recreational vehicles shall be located to the rear of the front building line and in no event, less than twenty-five (25) feet from the front lot line, except for purposes of loading and unloading for reasonable periods of time. Additionally, on any corner lot, no trailer, boat or recreational vehicle shall be located in front of the building line of any side of the structure which abuts a street, unless the boat, trailer or recreational vehicle is sheltered substantially screened, but not completely shielded from view, by a vegetative barrier or fence.

- (4) Such trailers, boats, and recreational vehicles shall not be parked on any part of the road right-of-way.
- (5) Such trailers, if collapsible, shall be parked or stored in a collapsed condition only.
- (6) The sites upon which such trailers, boats, and recreational vehicles are parked shall be well-kept and free from weeds and other growth.
- (7) Any deviations from the provisions of this subsection (a) shall be by special permit issued by the Town Commission setting forth the specific use to be made and the term of such use.

(8) Recreational vehicle side-room extensions may only be extended for the purposes of loading and unloading.

(b) Parking cargo trailers restricted. Cargo trailers shall not be parked in the Town, except for purposes of loading and unloading for no more than forty-eight (48) hours in any seven (7) consecutive day period ~~reasonable periods of time~~, unless stored fully within a garage, carport or fenced yard.

(c) Temporary parking; placement, storage, or parking on vacant lots.

(1) Parking trailers, boats, and recreational vehicles on residential lots prohibited, with exceptions. Trailers, boats, and recreational vehicles which exceed 26 forty-five (45) feet in overall length, whether powered or unpowered, shall not be parked, stored, or placed on any residential lot located within the Town except for purposes of active loading and delivery. Said period of active loading and unloading of any trailer, boat, recreational vehicle or combination thereof exceeding forty-five (45) feet in overall length or not parked in compliance of with subsection (a) of this Section shall not exceed two six-hour periods forty-eight (48) hours in any seven (7) consecutive day period.

(2) No trailer, boat, recreational vehicle, or camper, regardless of size, may be parked, placed, or stored on any vacant lot. No trailer, boat, recreational vehicle, or camper, regardless of size, may be used as a place to live, temporarily or permanently, on any vacant lot. For the purposes of this paragraph, a VACANT LOT is a lot without a structure used as a principal permitted use or use for which a special exception has been issued.

SECTION 2. Severability/Interpretation Clause.

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

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

(1) Words underlined are additions to existing text.

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

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

SECTION 3. Codification. The provisions of this Ordinance shall be codified as, and become and be made a part of, the Town of Melbourne Beach Code of Ordinances. The sections of this Ordinance may be renumbered or re-lettered to accomplish such intention.

SECTION 4. Ordinances and Resolutions in Conflict. All ordinances or resolutions or parts thereof that may be determined to be in conflict herewith are hereby repealed.

SECTION 5. Effective Date. This Ordinance shall become effective upon adoption.

SECTION 6. Adoption Schedule.

PASSED by the Town Commission of the Town of Melbourne Beach on first reading on the 15th day of July, 2020, and ADOPTED by the Town Commission of the Town of Melbourne Beach, Florida, on final reading on the 19th day of August, 2020.

TOWN OF MELBOURNE BEACH, FLORIDA

By: _____
JAMES D. SIMMONS, Mayor

ATTEST:

(TOWN SEAL)

Jennifer Torres,
Town Clerk

Attachments:	Master Bid Form From BSE For Orange Street
Date Prepared:	7/9/2020
Prepared By:	Elizabeth Mascaro
Meeting Date:	July 15,2020

Agenda Category:

	Proclamations & Awards		Public Hearings
	Presentations	x	Old Business
	Boards & Committees		New Business
	Consent		Other:

Subject:	Engage BSE to write RPF for Orange Street Mil, Pave, remove gutters, add swales and re-engineer.
Recommended Action:	Approved BSE Writing the Bid Book for the RFP
Background Information:	<p>1. Town Manager, Public Works Supervisor and Town Engineer surveyed the area selected to mil and pave in the southern portion of Town. Upon the recommendation of the Engineer, the roads originally selected to be paved was nixed in favor of a much more necessary project on Orange St. The change of paving plan was brought to the Commission for consideration and approval. Approval was granted and the project was budgeted for FY21 completion. The next step in the process would be to compile a Bid Book to be included in the RFP. The Bid Book criteria should be completed by a licensed professional.</p>

MASTER BID FORM
ENGINEER'S OPINION OF COST
Town of Melbourne Beach
ORANGE AVENUE RE-PAVING CONCEPT BUDGET
(BSE #11440)

Note: Bids shall include sales tax and other applicable taxes and fees

ITEM	UNIT	ENGINEER'S QUANTITIES	ENGINEER'S PRICE	TOTAL OPINION PRICE
PART A				
EROSION CONTROL	LF	7,392	\$ 1.50	\$ 11,088.00
MAINTENANCE OF TRAFFIC (MOT) ⁽¹⁾	LS	1	\$ 22,000.00	\$ 22,000.00
EARTHWORK ⁽²⁾	LF	7,392	\$ 1.50	\$ 11,088.00
ROADWAY MILLING (1-1/2")	SY	9,856	\$ 3.00	\$ 29,568.00
TACK COAT	SY	9,856	\$ 0.90	\$ 8,870.40
ASPHALT (1-1/2")	SY	9,856	\$ 10.30	\$ 101,516.80
TESTING - (ASPHALT AND CONCRETE)	LS	1	\$ 4,000.00	\$ 4,000.00
SOD ⁽²⁾	SY	3,285	\$ 2.70	\$ 8,869.50
REMOVE CURB	LF	7,392	\$ 4.00	\$ 29,568.00
REPLACE CURB	LF	7,392	\$ 34.00	\$ 251,328.00
Subtotal - PART A				\$ 477,896.70
PART B				
MILL AROUND UTILITY COVERS	EA	20	\$ 200.00	\$ 4,000.00
PAVEMENT MARKINGS ⁽³⁾	LS	1	\$ 4,950.00	\$ 4,950.00
SIDEWALK CONNECTIONS ⁽⁴⁾	EA	3	\$ 2,850.00	\$ 8,550.00
RPM	EA	10	\$ 4.00	\$ 40.00
DRAINAGE STRUCTURE LIDS ⁽⁵⁾	EA	16	\$ 2,500.00	\$ 40,000.00
TURNOUTS/SIDE STREETS	EA	17	\$ 1,870.00	\$ 31,790.00
Subtotal - PART B				\$ 89,330.00
TOTAL (PARTS A & B)				\$ 567,226.70
P & P BOND (3% OF TOTAL)				\$ 17,016.80
TOTAL				\$ 584,243.50
ADDITIONAL SERVICES				
Engineering study/field survey to set grades for curbs to drain, IF they can drain				\$ 13,500.00
Engineering services during construction				\$ 7,500.00

⁽¹⁾ Unless the Town provides; a contractor will use FDOT criteria.

⁽²⁾ Assumes 4' B.O.C. (Back of Curb)

⁽³⁾ Twenty-three (23) stop bars - three (3) pedestrian crossings

⁽⁴⁾ Three (3) cross streets with no sidewalk connections

Estimate no ground truthing

Attachments:	Draft Resolution; Vacation Rentals Application Fee Schedule
Date Prepared:	July 9, 2020
Prepared By:	Clifford R. Repperger, Jr., Town Attorney
Meeting Date:	July 15, 2020

Agenda Category:

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

Subject:	Vacation Rentals Application Fee Schedule.
Recommended Action:	Pass or Amend Proposed Vacation Rentals Application Fee Schedule Resolution.
Background Information:	<p>On May 20, 2020, the Town Commission adopted Ordinance 2020-02 requiring registration of vacation rentals. Ordinance 2020-02 requires registration by or on August 1, 2020.</p> <p>The attached draft Resolution establishes fees for vacation rental registration applications, inspections, modifications, renewals, ownership changes, responsible party transfers, late fees, and establishes penalties.</p>

Town of Melbourne Beach **Vacation Rental Application**

This packet includes the following documents:

1. Vacation Rental Includes Registration Application
2. Vacation Rental Affidavit of Compliance
3. Owner Authorization for Responsible Party,
If applicable

Application #: _____

Check all that Apply

- ☐ New Application
☐ Renewal
☐ Modification to Property
☐ Assign/Change Responsible Party
☐ Permanent
☐ Temporary, Dates: _____

Is Property Homesteaded: ☐ Yes ☐ No

Website Advertising: URL _____
 ID # _____

PROPERTY INFORMATION					
Vacation Rental Address:					
Landline Phone #:					
Zoning District:		Swimming Pool:		Hot Tub:	
# of Paved On Property Parking Spaces:		Square Footage of Living Area Under Air, Excluding Garage:			
# of Bedrooms:		Maximum Occupancy Requested:			

AGENT INFORMATION			
Name:			
Mailing Address:			
Primary Phone:		Secondary Phone:	
Email:			
Responsible Party:	<input type="checkbox"/> Yes <input type="checkbox"/> No		

The Responsible party must be available 24/7 and be able to immediately address and take affirmative action within 1 hour of being contacted. A responsible party must be assigned below if the property owner is unable to meet this requirement.

RESPONSIBLE PARTY CONTACT INFORMATION (If Other than Owner/Agent)			
Name:			
Mailing Address:			
Primary Phone:		Secondary Phone:	
Email:			

Signature of the applicant (owner/agent or responsible party) grants authorization to the Town of Melbourne Beach staff to inspect the premises of the vacation rental unit prior to the issuance of the Certificate of Compliance and at any other time after issuance of certificate concerning compliance with Chapter 74, Town of Melbourne Beach Code of Ordinances. Signature also certifies that the owner/responsible party has read and examined this application and knows that same is true and correct.

Applicant Name (Please Print): _____

Applicant Signature: _____ Date: _____

Please ensure that all items listed below are submitted with the application. Failure to provide these items, including the registration/application fee, will result in a delay of the application review process. During review, if information is missing, the applicant will be notified of the deficiency, and be allowed fifteen (15) days to provide any missing information. Copies of all State and County licenses/certificates are required.

NOTE: RENEWALS only require the Vacation Rental Application/Affidavit of Compliance, required fees, and current State and County licenses.

REQUIRED DOCUMENTS	YES	NO
Vacation Rental Registration Application and Affidavit of Compliance.		
Agent Authorization, if applicable.		
Grandfathering application, if applicable.		
Proof of Property Ownership (BCPA or Sunbiz)		
An exterior sketch of the Vacation Rental facility. The sketch shall show and identify all structures, pools, spas, hot tubs, fencing, and uses, including areas provided for off-street parking. For purposes of the sketch, off-street parking spaces shall be delineated so as to enable a fixed count of the number of spaces provided. At the option of the Vacation Rental Owner, such sketch may be hand drawn and need not be professionally prepared, but must be scaled, must show dimensions, and must show scale.		
Interior building sketch by floor. A building sketch by floor shall be provided, showing a floor layout identifying all bedrooms, other rooms, exits, hallways, stairways, and safety equipment as applicable. At the option of the Vacation Rental Owner, such sketch may be hand drawn, and need not be professionally prepared, but must be scaled, must show dimensions, and must show scale.		
Licensure with the Florida Department of Business and Professional Regulation for a transient public lodging establishment.		
License with the Florida Department of Revenue for sales and development tax collection. If no such certificate or account, provide name of entity through which taxes will be remitted.		
Brevard County for Tourist Development Tax Number.		

Affidavit of Compliance

Before me, _____ and _____ personally appeared
 Owner Responsible Party
 after being duly sworn state he/she personally knows the facts stated herein.

1. As of the date this affidavit is signed, I am the known owner, a person who is a principal of an entity, and/or the responsible party of the residence located at, Melbourne Beach, Florida.
2. On _____, I submitted or authorized an application for the registration of a residence as a vacation rental and request for a Certificate of Compliance to the Town of Melbourne Beach.
3. I hereby certify that the Vacation Rental is in compliance with the provisions of Chapter 74 of the Town of Melbourne Beach Code of Ordinances and other applicable local, state, and federal laws, regulation, and standards to include, but not be limited to Chapter 509, Florida Statutes, and Rules, Chapter 61C and 69A, Florida Administrative Code, and will continue to operate within those guidelines including but not limited to the following:

Vacation Rental Compliance Requirements and Standards

1. **Licensing:** Obtain and maintain Brevard County Business Tax Receipt (if applicable), Florida Department of Revenue certificate of registration for purposes of collecting and remitting tourist development taxes, sales surtaxes and transient rental taxes, Brevard County for Tourist Development Tax; and Department of Business and Professional Regulation license as a transient public lodging establishment.
2. **Local Telephone Service:** At least one landline telephone with the ability to call 911 shall be available in the main level common area in the vacation rental. The number must be registered with Brevard County Emergency Management to receive emergency notifications and the City of Melbourne for the purpose of receiving boil water alerts.
3. **Fees:** Fees are non-refundable.
4. **Interior Posting:** In each Vacation Rental, there shall be provided, in a prominent location on the inside of the Vacation Rental, the following written information:
 - The official street address and landline telephone phone number of the Vacation Rental.
 - The name, address, and phone number of the Vacation Rental Owner or Responsible Party as applicable.
 - The maximum occupancy of the Vacation Rental.
 - A copy of a document to be supplied by the Town which includes excerpts from Town of Melbourne Beach Code of Ordinances of general application relevant to Vacation Rentals, including, but not limited to, solid waste and recycling pick-up regulations and days/times, regulations related to sea turtles and sea turtle lighting, parking, and noise regulations. Said document shall also be included as an addendum to each Vacation Rental Agreement. The Town

will make available to Vacation Rental Owners and agents a copy of such document in digital format upon request and the Town will post such document on its website.

- The maximum number of vehicles that will be allowed to park at the Vacation Rental, along with a sketch of the location of the paved off-street parking and a notice that visitors to the Vacation Rental, must comply with Article III, Section 30, Town of Melbourne Beach Code of Ordinances.
 - The days and times of trash and recycling pickup.
 - Phone number and address of Holmes Regional Medical Center Melbourne and Health First Viera Hospital and directions from the Vacation Rental to the hospital.
 - Emergency and nonemergency phone numbers for Melbourne Beach Police and Fire Departments.
 - Emergency evacuation instructions.
 - Information from the National Weather Service, available via from <http://weather.gov/mlb> regarding the dangers of Rip Currents that occur in the Atlantic Ocean.
 - Notice of the need for respect for the peace and quiet of neighborhood residents in compliance with Chapter 48, Town of Melbourne Beach Code of Ordinances. A statement shall specifically provide that occupants shall be prohibited from making excessive or boisterous noise in or about any residential dwelling unit at all times
 - Next to the interior door of each bedroom, and the exterior doors exiting the Vacation Rental a legible copy of a building evacuation map - Minimum 8-1/2" by 11".
5. **Parking:** All vehicles associated with the Vacation Rental must be parked in compliance with the Town of Melbourne Beach Code of Ordinances. All vehicles associated with the vacation rental must be parked within a designated paved parking space or driveway located on the subject property. There shall be no sidewalk, on street, right-of-way, or grass parking.

Parking of trailers, boats, and recreational vehicles at Vacation Rentals shall be in accordance with § 7A-67, Appendix "A," Land Development Code.

6. **Property Owner/Agent/Responsible Party:**

- Availability. Every Vacation Rental Owner or Responsible Party, as applicable, shall be available by phone at the listed phone number 24-hours a day, seven days a week to respond to police, fire, or other emergency personnel requests. Otherwise, response to attempted contact by the Town's Vacation Rental regulatory personnel shall be required only Monday through Friday, except holidays, from 9 a.m. to 5 p.m. The Responsible Party shall promptly respond to complaints regarding conduct or behavior of Vacation Rental occupants or alleged violations of these regulations. The Responsible Party must have authority to immediately address and take affirmative action, within one (1) hour of notice from the Town, on violations concerning life-safety, noise, and parking violations.
- Responsible Party Changes. A Vacation Rental Owner may change his or her designation of a Responsible Party temporarily, up to thirty (30) cumulative days during any consecutive twelve (12) month period, or permanently; however, there shall only be one designated Responsible Party for each vacation rental property at any given time. To change the designated Agent or Responsible Party, the Vacation Rental Owner shall notify the Town in writing including all information required by § 74-16 (b)(3) Town of Melbourne Beach Code of Ordinances, along with a signed affidavit from the new Responsible Party acknowledging and agreeing to serve in this capacity and perform the duties required by Chapter 74 of the Town Code of Ordinances.

7. Sexual Offenders:

A Vacation Rental Owner or Responsible Party is responsible for ensuring sexual offenders/predators as defined in § 775.21, § 943.0435, § 944.607, or § 985.4815 register at the Brevard County Sheriff's office and the Town of Melbourne Beach Police Department following the process set forth in § 775.21, 48 hours prior to arrival at a vacation rental, regardless of the length of stay.

A Vacation Rental Owner and/or Responsible Party shall comply with Florida Law, Chapter 775.215, as amended from time to time, pertaining to the distance separation of homes with a sexual offender/predator residing within the Vacation Rental and any business, school, child care facility, park, playground, or other places where children regularly congregate.

The Vacation Rental Owner or Responsible Party shall inquire prior to check-in if any guest of at the Vacation Rental is a sexual offender/predator as defined in §775.21, §943.0435, §944.607, or §985.4815. If any guest of a Vacation Rental is a sexual offender/predator as defined in §775.21, §943.0435, §944.607, or §985.4815, the operator shall immediately notify the Melbourne Beach Police Department.

Failure to comply with this section shall result in the revocation of the Vacation Rental Registration for the Vacation Rental and other enforcement provisions outlined in Chapter 74, Town Code of Ordinances.

8. Changes or Alteration to the Property or Operation:

An amendment of a Vacation Rental Registration Application and Affidavit of Compliance shall be required, with payment of the appropriate fee set by resolution, in the event that any of the following changes to the Vacation Rental are proposed:

- (1) An increase in the number of bedrooms in the Vacation Rental.
- (2) An increase or decrease in the number of parking spaces or a change in the location of parking spaces for the Vacation Rental.
- (3) A change in the designated Responsible Party.

A change of ownership shall require a new application and all required documents including appropriate fees set by resolution

I hereby also acknowledge that the approval of this Certificate of Compliance shall in no way permit any activity contrary to the Town of Melbourne Beach Code, or any activity that would constitute a nuisance under state or local law. I understand and acknowledge that the approval for use of this residence as a vacation rental is based on my representations to Town Staff, and does not in any way constitute an evaluation or determination of legal or legal non-conforming status of the improvements on this site. I further acknowledge that it is my responsibility, as property owner and/or responsible party, to ensure that the conduct of this vacation rental is not contrary to any ordinance, code, or restriction which may govern the property on which the vacation rental will be conducted, which property address is referenced above. I acknowledge that any misrepresentation made by me or by my agent in applying for this certificate may render the certificate invalid.

I hereby certify that the information contained herein and included with this application is accurate.

Property Owner/Agent Name (Please Print): _____

Signature: _____ Date: _____

THE FOREGOING APPLICATION was sworn and subscribed before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2020, by _____, who ☐ is personally known to me or ☐ has produced _____ as identification.

Signature of Notary Public

(Print Notary Name)

My Commission Expires: _____

Commission No.: _____

Responsible Party Name (Please Print): _____

Signature: _____ Date: _____

THE FOREGOING APPLICATION was sworn and subscribed before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2020, by _____, who ☐ is personally known to me or ☐ has produced _____ as identification.

Signature of Notary Public

(Print Notary Name)

My Commission Expires: _____

Commission No.: _____

**TOWN OF MELBOURNE BEACH
VACATION RENTAL
AGENT AUTHORIZATION**

Agent Authorization _____

PROPERTY OWNER INFORMATION			
Name:			
Mailing Address:			
Primary Phone:		Secondary Phone:	
Email:			

AGENT INFORMATION			
Name:			
Mailing Address:			
Primary Phone:		Secondary Phone:	
Email:			

The undersigned, an owner or officer for the Vacation Rental Owner of the property located in the Town of Melbourne Beach, Florida at _____ hereby authorizes the above named agent to perform the duties and functions of a Vacation Rental Owner on behalf of the above named Property Owner.

Property Owner/Agent Name (Please Print): _____

Signature: _____ Date: _____

THIS AGENT AUTHORIZATION was sworn and subscribed before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2020, by _____, who ☐ is personally known to me or ☐ has produced
Property Owner

_____ as identification.

Signature of Notary Public

(Print Notary Name)

My Commission Expires: _____

Commission No.: _____

Town of Melbourne Beach Vacation Rental Grandfathering Application

An application for grandfathering of occupancy number shall be submitted, if at all, by no later than the time of registration of the Vacation Rental, but not later than August 1, 2020.

A Vacation Rental that was used as a Vacation Rental as of the effective date of Ordinance 2020-02, may apply for the status of grandfathered for a period of ten (10) years, as to occupancy limitations, and may cap its occupancy. Vacation Rentals that have an occupancy of twelve (12) or less as determined according to Sec. 74-37(c), Town of Melbourne Beach Code of Ordinances will not require grandfathering to maintain that occupancy.

A grandfathered Vacation Rental shall have its maximum occupancy based upon two (2) occupants per bedroom plus two (2) occupants in one (1) common living area, with a maximum capacity of twelve (12) persons in any Vacation Rental. A change in the number of bedrooms at the Vacation Rental shall cause such Vacation Rental to lose its grandfathered status.

If a Vacation Rental has been registered, but a final determination as to the occupancy level based upon grandfathering has not yet been made, such Vacation Rental may allow occupancy up to the occupancy requested in the grandfathering application until such time as a final determination as to occupancy has been made.

PROPERTY INFORMATION					
Vacation Rental Address:					
Landline Phone #:					
Zoning District:		Swimming Pool:		Hot Tub:	
# of Paved On Property Parking Spaces:		Square Footage of Living Area Under Air, Excluding Garage:			
# of Bedrooms:		Maximum Occupancy Requested:			

AGENT INFORMATION			
Name:			
Mailing Address:			
Primary Phone:		Secondary Phone:	
Email:		Responsible Party:	
RESPONSIBLE PARTY CONTACT INFORMATION (If Other than Owner/Agent)			
Name:			
Mailing Address:			
Primary Phone:		Secondary Phone:	
Email:			

Please provide written, supporting proof of the number of bedrooms and any additional information necessary to substantiate eligibility for the status of grandfathering with this application to the Town for review by Town Staff. The Town shall respond in writing the determination as to the maximum occupancy of such grandfathered Vacation Rental.

I hereby certify that the information contained herein and included with this application is accurate.

Property Owner/Agent (Name): _____

Property Owner Signature: _____ Date: _____

THE FOREGOING APPLICATION was sworn and subscribed before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2020, by _____, who ☐ is personally known to me or ☐ has produced _____
Property Owner
_____ as identification.

Signature of Notary Public

(Print Notary Name)

My Commission Expires: _____

Commission No.: _____

Town of Melbourne Beach

**VACATION RENTAL
REGISTRATION CHECKLIST**

Submit forms to: _____
Missing items will result in a rejected application.

- ☐ 1. Vacation Rental Registration Application and Affidavit of Compliance. Completed and notarized (Owner/Agent and Responsible Party).
- ☐ 2. Vacation Rental Registration Agent Authorization if the application is being submitted on behalf of the owner by their authorized representative. Completed and notarized.
- ☐ 3. Grandfathering Application, if applicable.
- ☐ 4. Proof of property ownership (BCPA or Sunbiz).
- ☐ 5. An exterior sketch of the Vacation Rental facility.
- ☐ 7. Interior building sketch by floor.
- ☐ 8. Proof of licensure with the Florida Department of Business and Professional Regulation for a transient public lodging establishment.
- ☐ 9. Proof of registration with the Florida Department of Revenue for sales tax collection.
- ☐ 10. Proof of registration, including number, with Brevard County Tourist Development Tax.
- ☐ 11. Payment for applicable fees.

RESOLUTION NO.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, ESTABLISHING FEES FOR REGISTERING, RENEWING A REGISTRATION, AMENDING THE NAMED RESPONSIBLE PARTY, INITIAL AND ANNUAL INSPECTION FEES, AND PENALTIES FOR VACATION RENTALS; PROVIDING AN EFFECTIVE DATE

WHEREAS, the Town Commission of the Town of Melbourne Beach has determined the need to establish regulations and an inspection and registration process for Vacation Rental Properties within the town with the adoption of Ordinance No. 2020-02; and

WHEREAS, Ordinance No. 2020-02 provides that the Town Commission may adopt fees for registering, renewing the registration annually, amending the named responsible party, the initial and annual inspection fees, and penalties for non-compliance.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1. The Town Commission adopts the following fees associated with Vacation Rentals:

Vacation Rental Fee Schedule (Non-Refundable Fees)	
Vacation Rental Application and Registration Fee	\$500
Annual Renewal Vacation Rental Registration Fee	\$350
Initial and Annual Safety Inspection Fee	\$85
No Show or Re-Inspection for Initial and/or Annual Inspection Fee	\$25
Change of Ownership Vacation Rental Application and Registration Fee (within thirty 30 days)	\$500
Modification of Existing Vacation Rental Registration: (change in number of bedrooms or parking spaces, or change in location of parking spaces)	\$250
Permanent Transfer of Responsible Party Fee	\$100
Temporary Transfer of Responsible Party Fee, each occurrence (30 days in any consecutive 12 month period)	\$25
Late Fee for Annual Registration Renewal	\$100
Penalty for Operating Without Registration, in Addition to Applicable Penalties Imposed pursuant to Article II, Chapter 11 of the Town of Melbourne Beach Code of Ordinances	\$125

SECTION 2. The Town Commission formally advises all Vacation Rental property owners the Brevard County Property Appraiser will remove all Homestead Exemptions granted said property if the property is rented for more than 30 days per calendar year for two (2) consecutive years, even if the said property is owner occupied. (per Fla. Stat. Sec. 196.061)

THIS RESOLUTION shall take effect immediately upon adoption.

PASSED AND ADOPTED at a regular meeting of the Town Commission of the Town of Melbourne Beach, Florida, the _____ day of _____, 2020.

TOWN OF MELBOURNE BEACH,
FLORIDA

By: _____
JAMES D. SIMMONS, Mayor

ATTEST: _____
Jennifer Torres
Town Clerk

(TOWN SEAL)

Attachments:	June 17, 2020 RTCM Draft Minutes
Date Prepared:	July 8, 2020
Prepared By:	Town Clerk Torres
Meeting Date:	July 15, 2020

Agenda Category:

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

Subject:	June 17, 2020 RTCM Draft Minutes
Recommended Action:	Consider approving the amended June 17, 2020 RTCM Minutes
Background Information:	See attached. Edits are highlighted

Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING

JUNE 17, 2020 at 6:30 p.m.

COMMUNITY CENTER – 509 OCEAN AVENUE

DRAFT MINUTES

**The Town Commission conducted a Regular Town Commission Meeting
on Wednesday June 17, 2020 in the Community Center
to address the items below**

Commission Members:

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

Staff Members:

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

I. Call to Order

Mayor Simmons called the meeting to order at 6:30 p.m.

II. Roll Call

Town Clerk Torres conducted Roll Call

Commission Members Present:

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

Staff Members Present:

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

III. Pledge of Allegiance and Moment of Silence

Led by Mayor Simmons

IV. Presentations

A. Presentation and Review of Town Audit by James Moore

Mr. Moore explained that the Town audit for FY 2019 is complete and was conducted 100-percent remotely. He thanked the Town Staff for their help and the extra effort they put in throughout the process. He then went through a PowerPoint presentation to share findings including what he said was the highest mark an Independent Auditor's Report can give – an unmodified opinion – indicating a clean audit.

Mr. Moore said there was one significant deficiency found in the area of Internal Control and Compliance related to some audit adjustments they thought should be recorded at year end.

As part of the Auditor General Management Letter a recommendation was made related to budget compliance and the leasing of police vehicles and an adjustment was needed to address the figures presented.

As part of the Independent Accountant's Examination Report, the Town was found in compliance. He also said that the Town has a very healthy reserve number - which is important for a coastal town vulnerable to hurricanes. In addition, Mr. Moore noted that it's good to see a positive decrease in FRS and

that it's always good when you add new vehicles but can still pay down your debt as the Town has done.

V. Boards and Committees

No reports

VI. Public Comments

Dan Brunger
400 6th Avenue

Mr. Brunger said in looking at the Town website he could not find the minutes for April and March and wanted to know when they would be added. Town Clerk Torres explained that the process of making the minutes ADA compliant has been a project. She is making progress on it and hopes to have the minutes posted on a regular basis by July. Mr. Brunger requested a copy of the last few months of minutes be emailed to him – and Town Clerk Torres agreed to do that.

VII. Approval of the Agenda

Vice Mayor Hoover motioned to approve the agenda as presented; Commissioner Quarrie seconded; Motion carried 4-1 with Commissioner Walters in dissent.

VIII. Consent Agenda

- A. May 20, 2020 Regular Town Commission Meeting draft minutes
- B. Resolution 2020-04
- C. Site Plan Review for 422 Sunset Boulevard, Melbourne Beach
- D. Site Plan Review for 221 Surf Road, Melbourne Beach
- E. Site Plan Review for 451 Riverview Lane, Melbourne Beach
- F. Site Plan Review for 409 Second Avenue, Melbourne Beach

Commissioner Quarrie motioned to approve the consent agenda; Vice Mayor Hoover seconded; Motion carried 4-1 with Commissioner Walters in dissent.

IX. Public Hearings

No Public hearings

X. Old Business

- A. Review and consideration of Environmental Advisory Board Projects for FY2021

Mayor Simmons said that this item was informational-only. The Environmental Advisory Board submitted their priorities for Fiscal Year 2021 and those will be discussed at the upcoming budget workshops.

B. Review and consideration of Town of Melbourne Beach Paving Plan Map and Paving Estimate for Orange Street (16:38)

Town Manager Mascaro shared a timeline of previous road repaving in Town. She said after research and discussion with the Town Engineer, it was determined that Orange Street should be prioritized. Orange Street currently has crushed curbs and degraded foundation. In addition to being milled and paved it needs to be reengineered, have swales added, and gutters removed. And with the information provided by Commissioner Runte and the Town Engineer, she said she was able to come to what she believes is an accurate estimate of costs for this work.

The Town Manager suggested the next road that could be repaved is Riverside, but it may have to wait until 2022 or later because after speaking to Indialantic's Town Manager, he said they are not scheduling repaving there until the current construction project going on across from Fifth Avenue is complete.

As for a plan, she suggested taking care of Orange Street with the money set aside - and then look at setting additional money aside to do Riverside – then proceed to the “Key streets”, [11] head up north – then start the process over.

Commissioner Runte said he was disappointed about Indialantic's postponement of Riverside repairs, explaining that he understands but wasn't sure if Riverside could make it another 3-4 years because it's pretty bad now and will get even worse after a hurricane or storm. He understands there is efficiency in cost with doing the repairs simultaneously with Indialantic, but feels that a bad storm could quickly make it much worse than it already is. He then asked the Town Manager what the costs for Orange Street would be.

Town Manager Mascaro said the estimated cost is \$584,000 for Orange with another \$20,000 for incidentals.

Commissioner Runte said if we are spending almost \$600,000 on one road – there should be some ways to implement something that would keep water heading into the river. He wanted to investigate better options, innovative ideas and the grant opportunities to fund them.

Town Manager Mascaro said that if the Commission chooses to approve this plan, the Town can go out and look for grant money to support it.

Mayor Simmons asked the Town Manager if this would be discussed further at upcoming budget meetings or if she wanted a decision tonight.

Town Manager Mascaro said it would be nice to get specific direction now – and continue to talk more about the overarching plan.

Vice Mayor Hoover said that if you look at the budget items for the project, asphalt is \$100 grand, removing curb is \$ 30 grand and replacing the curb is \$250,000. He said he'd rather have an alternate list of innovative materials they could use for the project - rather than Miami ~~curve-curb~~ - and would like to see the Town Engineer work this into the plan in advance.

He went on to say that in terms of seeking grants, we want to be able to say this design is reducing the flow of nutrients into the river and this current plan doesn't show that, so he feels we need to have a different, innovative type of design to present for a grant.

Town Manager Mascaro said that before they can look for options and grants, she needs to know if the Commission agrees to do Orange Street first.

Mayor Simmons asked if she wanted them to indicate whether Orange is the priority.

Town Manager Mascaro said yes she just wanted direction so she is able to begin a study or research grants and various innovative options.

Commissioner Quarrie said she believed that Orange is the priority and asked about the budgeted money.

Roads need to be resurfaced every 20 years and Town Manager Mascaro explained the money for this comes out of the long-term capital. The average budgeted is \$100,000 for a mile each year, but they could save ~~overall costs to by doing~~ three miles in three years (ie, an "economy of scale"), etc.

Mayor Simmons said – going back to Riverside – he understands we were talking about doing Riverside with Indialantic to get a reduction in costs – but in looking at the map, Riverside is in bad shape and the sewer manhole cover at Riverside Circle looks like its falling in. So, he wasn't sure they had time to wait for Indialantic.

He continued by saying that we have a lot of roads that haven't been repaved since 2012 – so he suggested getting the same purchasing power by doing some of those streets that are near the north section of Riverside which have not been repaved in several years. He agreed that Orange needed to be the priority. There's flooding – curbs are sinking in, etc.

Some discussion ensued about the Key streets.

Commissioner Runte said he thinks that Riverside is going to get worse faster because of traffic and the huge amounts of water in that area. He feels Riverside is a higher priority than the Key streets.

The Commission unanimously agreed by consensus that the priority would be Orange Street – then Riverside Drive.

XI. New Business

A. Review and consideration of 6th Amendment to Indialantic Interlocal Dispatch Agreement between Indialantic and MBVFD (34:14)

Town Manager Mascaro explained that Indialantic handles dispatches for our Fire Department and this is the sixth year they have done so. She went on to say there is no change in cost, we pay it quarterly and the Fire Department seems satisfied with the arrangement.

Commissioner Walters referenced page 207 of the agreement and suggested that the annual fee of \$5,000 be added.

Mayor Simmons said the basic agreement spells out that it is \$5,000 annually.

Town Attorney Repperger said it is not our document so Indialantic would have to add that in.

Mayor Simmons suggested they approve the agreement with a request to add in the amount of \$5,000 annually.

Commissioner Runte motioned to approve the 6th Amendment to Indialantic Interlocal Dispatch Agreement between Indialantic and MBVFD with an optional request to change the verbiage to include the total annual cost of \$5,000 in the 3rd paragraph of page 207; Vice Mayor Hoover seconded; Motion carried 5-0.

B. Discussion and possible action regarding Binding Development Agreements, Rezonings (38:46)

Mayor Simmons explained that several years ago there was a potential request for a Binding Development Agreement (BDA) that didn't end up before the Commission – because at the time the Commission ascertained that while our Land Development Code (LDC) allows BDRs as part of other development - it did not allow them as part of a rezoning request. Prior to that discovery, during the initial process of reviewing BDRs, two previous Town Planners, two different Planning & Zoning Boards and the current Town Attorney each recommended the Town approved BDAs as a concept agreeing unanimously it was the best way to protect the Town because it's a tool for the Town to be more restrictive than it would normally be and leaves the Town with a sound mechanism to ensure any agreements made as part of a rezoning are in place in perpetuity.

The Mayor clarified that this issue is not being introduced now in anticipation of anyone needing it, instead it was on a list of things he wanted the Commission to consider before he left office. He explained that this would allow the Town to enter into Binding Development Agreements if they choose to.

Public Comment - None

Commissioner Runte asked the Town Attorney if he felt that someone trying to purchase property in our Town would like BDARs.

Town Attorney Repperger replied that it gives the property owner more flexibility.

Commissioner Runte said with that response he is more in favor of approving it. He just didn't want to see what happened in Indialantic - where the code is so strict and has no flexibility causing some properties to remain vacant for a long time. He felt that if this allows for more conversation to get creative, he is for it.

Mayor Simmons said yes that's what it's intended to do – it allows the Commission to be accommodating if they want to be - but it doesn't bind them to do anything – it just offers options

Commissioner Walters moved that the Town Commission authorize the Town Attorney to develop an Ordinance to revise Land Development Code Paragraph 78-102 to allow the Town to enter into Binding Development Agreements for rezoning; Vice Mayor Hoover seconded; Motion carried 5-0.

- C. Review and discuss memo draft from Courtney Barker Regarding Beachside Cities Concern with the amendment to the CEMP Removing the Policy Group (53:22)

Town Manager Mascaro and Mayor Simmons both attended a meeting with other beachside Mayors and Town Managers to outline their concerns and recommendations for the County Commission in relation to the revamping of the Emergency Management Plan.

Mayor Simmons said all the municipalities are concerned. The fear for beachside cities is that the cumbersome decision making processes used during the pandemic will be used during hurricanes and won't allow us to respond quickly and effectively to fast moving emergencies.

Mayor Simmons said it appears the County Commission is intent on putting Sheriff Wayne Ivey in charge and none of the municipalities are in favor of taking the decisions out of the hands of professionals and giving them to elected officials in emergency situations.

Mayor Simmons said they crafted a response saying they are ok with the Sherriff taking over - but - here are our concerns and the things we want - including; consistent communication, consistency with opening up the bridges, reliable media and distribution of news releases - and a few other things

The Mayor said this draft is being sent to the County Commission, but it is an evolving situation and he wanted to present it to the Commission so they can be aware of where we are right now.

Vice Mayor Hoover said he liked the letter and appreciated their coordination.

XII. Staff Reports

A. Town Attorney Report

Town Attorney Repperger said he is in the process of drafting the RV/Boat Ordinance and wanted to confirm that one of the conditions they approved was separating RVs and boats in the code.

Mayor Simmons said he didn't recall asking them to separate them in the code. Other Commissioners agreed that there is no need for separating them.

Town Attorney Repperger said that answers his question and he won't separate them.

B. Town Manager Report

Town Manager Mascaro said the Fire Department decided not to host a July 4th event even though it was tentatively approved.

The Commission expressed unanimous consensus to cancel the July 4th event because they agreed it's the responsible thing to do

Town Manager Mascaro said Town Hall planned to offer an open house for the public but that will be postponed for the time being. However, she will plan something for hurricane preparedness and will provide more information on that later.

Lastly, she said she spoke to Indialantic Town Manager Casey about the speed reduction on AIA. She also sent a letter to FDOT and they asked her to attend a virtual workshop on June 29th.

Vice Mayor Hoover said part of the issue with the speed limit in that area where they want to change the speed limit – is that when it rains the area floods. He said he sent the Town Manager photos so she could look into it.

C. Town Clerk Report

Town Clerk Torres said the monthly newsletter has been receiving a lot of good feedback.

Commissioner Runte said he also received a lot of positive feedback on the newsletter and said it was in a great format and good work.

Mayor Simmons agreed and said the newsletter has been great.

Commissioner Walters asked if the Town charges for mileage when fulfilling a public records request.

Town Manager Mascaro said it was charged when staff had to travel to a printer for a specific size print job.

Commissioner Walters said the Town does not allow staff to charge for mileage – only for time over 15 minutes. Town Attorney Repperger agreed and asked the Town Manager to inform staff.

D. Departmental Reports:

1. Building Department – No comments
2. Public Works Department

Public Works Supervisor Davis said several people have shown interest in having an outdoor fitness area and he determined the best spot would be where the bushes have grown behind the pavilion in Ryckman Park. He said it will be a small set up and include a push up and a pull up area and Public Works will construct it so the Town can expand its fitness offerings.

PW Davis also said he's excited about something he and the Town Manager started with the Post Office and a few volunteers. Because the Post Office has no budget for lawn maintenance, they negotiated with them to construct a rain garden with a small swale area between sidewalk and roadway. He said it will be a showcase and he hopes to have it done by July.

3. Code Enforcement – No comments
4. Police Department – No comments
5. Fire Department – No comments
6. Finance Department

Town Manager Mascaro noted two corrections were made to the insurance figures.

Commissioner Quarrie moved to approve the June Finance Report; Vice Mayor Hoover seconded; Motion carried 4-1 with Commissioner Walters in dissent.

XIII. Town Commission Comments

- A. General Comments - None

B. Review of Commission Action List (1:24:16)

New Items

- None

Closed Items

- **Create special event permit for restaurants to have additional outdoor seating/signage:** Mayor Simmons said no one has requested a special permit and suggested closing this item. Vice Mayor Hoover said the feedback he received is that the timeframe of three months does not allow a good return on investment. After some discussion the item was closed.
- **EAB projects for 2020** – Received and closed. This will be taken up in budget meetings.
- **Town Manager evaluation** – Four (of five) Commissioners submitted their 6-month evaluations of the Town Manager. The fifth commissioner did not submit one and the Commission decided to close this item.
- **Grant opportunities for water retention along Oak and County roads** – Commission closed this item is closed and it will be addressed as part of the Orange repaving

Updates

- **Collaborate with Indialantic to make joint request to FDOT for reduction in speed limit on A1A to 35 mph:** This was updated in prior discussion. It will be updated again at July RTCM.
- **Street paving and repaving plan** – The Commission agreed not to close this item until they receive a forecast and asked the Town Manager to research sustainable design changes that could be incorporated and update at July RTCM.
- **Beach Access parking** – Kiosks will take 6-10 weeks to arrive. The Mayor would like to order parking signs now. Discussion about what would go on the sign ensued. Instead of stating an exact amount of the fine, the Commission settled on wording - *to be subject to a fine* – in case the fine increases at some point. Mayor Simmons asked if the Commission really wanted to do five year stickers – thinking that renters who move away would keep theirs. Commissioner Runte said it is too much of a burden on residents and staff to renew more often. The Commission agreed by majority to keep decal renewal at every five years. Agreed to use what they have for now and look for ways to make them better in the future. Update at July RTCM.

- **Charging stations** – the Commission consented to obtain a free two-car charging station from Tesla. This will be installed along Ocean Ave in front of the Town Hall sign/flowerbed. Because of a recent accident, the Commission also changed the parking configuration. The first space (in front of the sign/flower bed) will be converted to a bike parking area and the 2nd and 3rd spaces will have the charging station. It is expected that this will improve visibility for cars pulling out of Town Hall onto Ocean Ave. Update at July RTCM.
- **Establish salary ranges** - Commission pushed this item to August RTCM.
- **Comprehensive plan for safe pedestrian and bike routes** – Town Manager Mascaro said the grant-funded study was complete and it was unable to identify any significant areas in town that could become bike routes. Vice Mayor Hoover suggested looking along Ocean Avenue and other areas for opportunities to replace worn paint. He also suggested incorporating a bike image on Riverside to encourage the idea that the road is shared with bicyclist. Mayor Simons said this should be included in the Riverside repaving plan. Vice Mayor Hoover said there are some areas where this work could be completed now – like Pine. He would like to decide what areas could benefit from this. The timeframe and various options for painting the roadways were discussed including doing the work in house or contracting it out. Commission asked for an update on this item at the August RTCM.

XIV. Adjournment

Vice Mayor Hoover motioned to adjourn; Commissioner Quarrie seconded; Motion carried 5-0.

The meeting adjourned at 8:36 p.m.

Attachments:	<ul style="list-style-type: none"> • Satellite Beach Emergency Ordinance 01-2020 (City Facilities) • Satellite Beach Emergency Ordinance 02-2020 (Mandatory Masks) • Proposed Melbourne Emergency Ordinances (Mandatory Masks and Town Facilities)
Date Prepared:	07/07/2020
Requested By:	J. Simmons
Meeting Date:	07/15/2020

Agenda Category: (check all that apply)

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

Subject:	Emergency Orders – Face Masks
Recommended Action:	Discussion and possible action
Background:	<p>Florida, including Brevard County, has been experiencing a significant increase in the number of COVID-19 cases in the past month, with almost every day setting a new record and with continued increases expected in the coming months. The CDC and infectious disease specialists have recommended that the best way to slow transmission is through the use of face masks and social distancing. Satellite Beach has issued an emergency order and Indialantic, Cocoa Beach and other Brevard County municipalities are considering the same. I have received several emails requesting an emergency ordinance (while also having received others that reject that measure). Melbourne Beach should consider taking similar actions.</p>
Suggested Action:	Discussion and possible action (Issue Emergency Ordinances)

EMERGENCY ORDER NO. (TBD)

AN EMERGENCY ORDER OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING FACE COVERINGS AT ALL INDOOR TOWN FACILITIES TO MINIMIZE THE SPREAD OF COVID-19; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR FACE COVERING REQUIREMENTS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged

Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the Town of Melbourne Beach (“the Town”) adopted a Proclamation declaring a Civil Emergency/State of Local Emergency (“the Proclamation”) on March 18, 2020 declaring a local state of emergency for the Town regarding the COVID-19 emergency; and

WHEREAS, as part of the Proclamation, the Town authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the Mayor to the extent necessary to protect the public health, safety and welfare and the best interests of the Town, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that “personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that “COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about “2 arms’ length”); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face

coverings to slow the spread of COVID-19 particularly in “public settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 cases in the Town of Melbourne Beach has been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the Town Commission resolves that it is in the best interest of the residents of the Town of Melbourne Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Order to require face coverings in indoor Town owned and operated facilities as specified herein on an emergency basis in accordance with Chapter 16 of the Town of Melbourne Beach Ordinances.

NOW THEREFORE BE IT ENACTED BY AN EMERGENCY ORDER BY THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the Town Commission as legislative findings.

Section 2. *Definitions.*

“Face Covering” shall mean a uniform piece of material that securely covers a persons’ nose and mouth and remains affixed in place without the use of one’s hands, whether store-bought or homemade, concurrent with CDC guidelines.

“Social Distancing” shall mean keeping space between yourself and other people by staying at least 6 feet (or approximately 2 arms’ length) from other

people.

Section 3. *Face Coverings Required.*

(a). Every Person living, working, or visiting the Town of Melbourne Beach shall wear a face covering in every indoor Town owned and operated facility.

Section 4. *Exceptions.*

- (a) Persons under the age of 6 years old; or
- (b) Persons observing social distancing under the CDC guidelines; or
- (c) Persons for whom a face covering would cause impairment due to an existing health condition; or
- (d) Persons working in a business or profession who do not have contact with other people; or
- (e) Persons working in a business or profession who maintain social distancing from another person; or
- (f) Persons working in a business or profession where working with a face covering would prevent them from performing the duties of the business or profession; or
- (g) Persons exercising while maintaining social distancing; and
- (h) Persons eating or drinking; or
- (i) Public safety, fire, and other life safety and public health personnel, as their personal protection equipment will be governed by their respective agencies; or
- (j) This requirement shall not apply when a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. *Penalties.*

(a). Civil Citation. Any person violating the terms of this Emergency Order and found in violation may be punished and fined up to \$500.00 by either the Police Department or Code Enforcement. The fine for a first offence shall be \$100.00; the fine for a second offense shall be \$250.00 and the fine for a third or more offense shall be \$500.00 for each of the third and successive offense(s).

Section 6. *Severability.* In the event a court of competent jurisdiction shall hold or determine that any part of this Order is invalid or unconstitutional, the remainder of Order not be affected and it will be presumed that the Town Commission for the Town of Melbourne Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the Town Commission would have enacted the remainder of this Order without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 7. Conflicts. All ordinances or parts of ordinances or orders or parts of orders in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Order shall become effective on (TBD), 2020 at 8 a.m., and shall sunset at 12:01 a.m. on (TBD), 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town to be affixed at Melbourne Beach, Florida, this (TBD) day of (TBD), 2020.

James D. Simmons, Mayor

(Seal)

ATTEST:

Jennifer Torres, Town Clerk

EMERGENCY ORDER NO. (TBD)

AN EMERGENCY ORDER OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING ALL BUSINESSES TO POST THEIR MASK POLICY AT THE ENTRY OF THE BUSINESS TO ADVISE CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF SAME PRIOR TO ENTERING THE BUSINESSES; REQUIRING CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF ESSENTIAL BUSINESSES, AS DEFINED HEREIN, TO WEAR MASKS; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the Town of Melbourne Beach (“the Town”) adopted a Proclamation declaring a Civil Emergency/State of Local Emergency (“the Proclamation”) on March 18, 2020 declaring a local state of emergency for the Town regarding the COVID-19 emergency; and

WHEREAS, as part of the Proclamation, the Town authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the Mayor to the extent necessary to protect the public health, safety and welfare and the best interests of the Town, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that “personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that “COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about “2 arms’ length”); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19 particularly in “public settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 cases in the Town of Melbourne Beach has been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the State of Florida has the highest percentage of population in the United States 65 years of age and older, as well as the second largest population of that demographic; and

WHEREAS, based upon recent updated census estimates, the demographic of residents 65 years of age and older living in the Town of Melbourne Beach is 18.7%; and

WHEREAS, according to the CDC, the vast majority of persons that test positive for the COVID-19 virus that are hospitalized or die from the virus are persons over the age of 65 years and/or have underlying health conditions; and

WHEREAS, according the CDC, overall, 31% of cases, 45% of hospitalizations, 53% of ICU admissions, and 80% of deaths associated with COVID-19 were among adults aged 65 years of age and older with the highest percentage of severe outcomes among persons aged 85 years of age and older; and

WHEREAS, the Town Commission has determined that it is in the best interest of the residents of the Town of Melbourne Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Order to require all businesses to post their face covering policy to alert older persons and persons with underlying conditions

whether or not all other persons within a business will have face coverings as a way to make informed decisions to enter a business; as specified herein on an emergency basis in accordance with Chapter 16 of the Town of Melbourne Beach Ordinances and require businesses that are deemed essential to the needs of all residents to require face coverings for all patrons.

NOW, THEREFORE, BE IT ENACTED BY AN EMERGENCY ORDER BY THE TOWN COMMISSION OF THE TOWN OF MELBOURNE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the Town Commission as legislative findings.

Section 2. *Definitions.*

“Face Covering” shall mean a uniform piece of material that securely covers a person’s nose and mouth and remains affixed in place without the use of one’s hands, whether store-bought or homemade, concurrent with CDC guidelines.

Section 3. *Businesses Required to Post Face Coverings Policy on their Doorway.*

(a). Every business in the Town of Melbourne Beach with a storefront that allows customers into their building for the purpose of purchasing goods and services are required to post their Policy requirements for Face Coverings for their customers, patrons and employees.

(b). The Policy shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). All businesses are encouraged to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; or
2. Persons observing social distancing under the CDC guidelines; or
3. Persons for whom a face covering would cause impairment due to an existing health condition; or
4. Persons exercising while maintaining social distancing; or
5. Persons eating or drinking; or
6. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 4. *“Essential” businesses required to mandate Face Coverings for all customers and employees.*

(a). Every business in the Town of Melbourne Beach with a storefront that allows customers in their building for the purpose of purchasing goods and services that are deemed to be essential to all residents (gas stations, convenience stores, grocery stores, and drug stores) are required to mandate face coverings for their customers, patrons, employees and business invitees.

(b). The mandate shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). Essential businesses are required to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; or
2. Persons observing social distancing under the CDC guidelines; or
3. Persons for whom a face covering would cause impairment due to an existing health condition; or
4. Persons eating or drinking; or
5. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. Penalties.

(a). Civil Citation. Any person violating the terms of this Emergency Order and found in violation may be punished and fined up to \$500.00 by either the Police Department or Code Enforcement. The fine for a first offense shall be \$100.00; the fine for a second offense shall be \$250.00 and the fine for a third or more offense shall be \$500.00 for each of the third and successive offense(s).

Section 6. Severability. In the event a court of competent jurisdiction shall hold or determine that any part of this Order is invalid or unconstitutional, the remainder of the Order shall not be affected and it will be presumed that the Town Commission for the Town of Melbourne Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the Town Commission would have enacted the remainder of this Order without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 7. Conflicts. All ordinances or parts of ordinances or orders or parts of orders in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Order shall become effective on (TBD) at 8 a.m., and shall sunset at 12:01 a.m. on (TBD), 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town to be affixed at Melbourne Beach, Florida, this (TBD) day of (TBD), 2020.

(Seal)

James D. Simmons, Mayor

ATTEST:

Jennifer Torres, Town Clerk

EMERGENCY ORDINANCE NO. 01-2020

AN EMERGENCY ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING FACE COVERINGS AT ALL INDOOR CITY FACILITIES TO MINIMIZE THE SPREAD OF COVID-19; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR FACE COVERING REQUIREMENTS; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the City of Satellite Beach (“the City”) adopted Resolution No.1025 (“the Resolution”) on March 16, 2020 declaring a local state of emergency for the City regarding the COVID-19 emergency; and

WHEREAS, as part of the Resolution, the City authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the City Manager to the extent necessary to protect the public health, safety and welfare and the best interests of the City and issued Executive Orders 01-03-2020, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that “personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that “COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about “2 arms’ length”); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19 particularly in “public settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 in the City of Satellite Beach have been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the City Council resolves that it is in the best interest of the residents of the City of Satellite Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Ordinance to require face coverings in indoor City owned and operated facilities as specified herein on an emergency basis in accordance with Section 5.02 of the City Charter.

NOW THEREFORE BE IT ENACTED BY AN EMERGENCY ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SATELLITE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the City Council as legislative findings.

Section 2. *Definitions.*

“Face Covering” shall mean a uniform piece of material that securely covers a persons’ nose and mouth and remains affixed in place without the use of one’s hands, whether store-bought or homemade, concurrent with CDC guidelines.

“Social Distancing” shall mean keeping space between yourself and other people by staying at least 6 feet (or approximately 2 arms’ length) from other people.

Section 3. *Face Coverings Required.*

(a). Every Person living, working, or visiting the City of Satellite

Beach shall wear a face covering in every indoor City owned and operated facility.

Section 4. Exceptions.

- (a) Persons under the age of 6 years old; and
- (b) Persons observing social distancing under the CDC guidelines; and
- (c) Persons for whom a face covering would cause impairment due to an existing health condition; and
- (d) Persons working in a business or profession who do not have contact with other people; and
- (e) Persons working in a business or profession who maintain social distancing from another person; and
- (f) Persons working in a business or profession where working with a face covering would prevent them from performing the duties of the business or profession; and
- (g) Persons exercising while maintaining social distancing; and
- (h) Persons eating or drinking; and
- (i) Public safety, fire, and other life safety and public health personnel, as their personal protection equipment will be governed by their respective agencies; and
- (j) This requirement shall not apply when a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. Penalties.

(a). Civil Citation. Any person violating the terms of this Emergency Ordinance and found in violation may be punished and fined up to \$500.00 by either the Police Department or Code Enforcement. The fine for a first offence shall be \$100.00; the fine for a second offense shall be \$250.00 and the fine for a third or more offense shall be \$500.00 for each of the third and successive offense(s).

Section 6. Severability. In the event a court of competent jurisdiction shall hold or determine that any part of this Ordinance is invalid or unconstitutional, the remainder of the Ordinance shall not be affected and it will be presumed that the City Council for the City of Satellite Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the City Council would have enacted the remainder of this Ordinance without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 7. Conflicts. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Ordinance shall become effective on July 7, 2020 at 8 a.m., and shall sunset at 12:01 a.m. on August 7, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed at Satellite Beach, Florida, this 6th day of July, 2020.

FRANK CATINO, MAYOR

(Seal)

ATTEST:

GWEN PEIRCE, CITY CLERK

EMERGENCY ORDINANCE NO. 02-2020

AN EMERGENCY ORDINANCE OF THE CITY OF SATELLITE BEACH, BREVARD COUNTY, FLORIDA, REQUIRING ALL BUSINESSES TO POST THEIR MASK POLICY AT THE ENTRY OF THE BUSINESS TO ADVISE CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF SAME PRIOR TO ENTERING THE BUSINESSES; REQUIRING CUSTOMERS, PATRONS, EMPLOYEES AND BUSINESS INVITEES OF ESSENTIAL BUSINESSES, AS DEFINED HEREIN, TO WEAR MASKS; MAKING LEGISLATIVE FINDINGS OF EMERGENCY AND SUPPORTING THE WEARING OF FACE COVERINGS AS AN EFFECTIVE MEASURE AGAINST THE SPREAD OF COVID-19; PROVIDING FOR EXCEPTIONS; PROVIDING FOR PENALTIES; PROVIDING FOR SUNSET; PROVIDING FOR SEVERABILITY, CONFLICTS AND EFFECTIVE DATE.

WHEREAS, Governor DeSantis issued Executive Order No. 20-51 on March 1, 2020 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, the State of Florida Surgeon General and State Health Officer declared on March 1, 2020 that a public health emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-52 on March 9, 2020 declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, President Donald J. Trump and the Centers for Disease Control and Prevention ("CDC") issued the 15 Days to Slow the Spread guidance on March 16, 2020 advising individuals to adopt far-reaching social distancing measures, and avoiding gatherings of more than 10 people; and

WHEREAS, Governor DeSantis issued Executive Order No. 20-68 on March 17, 2020, in partial response to information reflecting individuals were not adhering to the CDC's social distancing measures and gathering limitations; and

WHEREAS, between March 17, 2020 and the date hereof, Governor DeSantis issued several Executive Orders placing numerous restrictions on individuals and businesses in response to the Statewide level and threat of the COVID-19 virus; and

WHEREAS, President Donald J. Trump updated and extended the previously issued 15 Days to Slow the Spread guidance on March 31, 2020, renamed it 30 Days to Slow the Spread, and along with the White House Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, the City of Satellite Beach ("the City") adopted Resolution No.1025 ("the Resolution") on March 16, 2020 declaring a local state of emergency for the City regarding the COVID-19 emergency; and

WHEREAS, as part of the Resolution, the City authorized the exercise of its authority and powers regarding the COVID-19 emergency to be exercised under the direction of the City Manager to the extent necessary to protect the public health, safety and welfare and the best interests of the City and issued Executive Orders 01-03-2020, and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order #20-112 as modified by Executive Order #20-120 on May 9, 2020, and Executive Order #20-123 on May 14, 2020, in response to the recommendations set forth in Phase One of the Plan issued by the Task Force to Re-Open Florida, and adopted a phased approach to remove or decrease certain restrictions imposed pursuant to the Executive Order #20-91, Safer-At-Home Order; and

WHEREAS, on June 3, 2020, Governor DeSantis issued Executive Order #20-139, moving all counties in Florida, other than Miami-Dade, Broward, and Palm Beach counties, into Phase Two issued by the Task Force to Re-Open Florida, which order supersedes Executive Order #20-91, the Safer-At-Home Order, and supersedes in part, and extends and modified, other provisions of Executive Order 20-112; and

WHEREAS, guidance released by the CDC on June 15, 2020 states that (i) the COVID-19 virus is mostly spread by respiratory droplets released when people cough, sneeze and talk and (ii) that a person can get COVID-19 by touching a surface or object that has the virus on it and then by touching their mouth, nose or possibly their eyes. This guidance goes on to state that "personal prevention practices (such as staying home when sick, social distancing, wearing a cloth face covering, and handwashing) and environmental prevention practices (such as cleaning and disinfection) are important are important ways to prevent the spread of COVID-19; and

WHEREAS, the CDC has expressly found that "COVID-19 spreads mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. These droplets can land on the mouths or noses of people nearby and possibly inhaled into the lungs. Studies and evidence on infection control report that these droplets usually travel around 6 feet (about "2 arms' length"); and

WHEREAS, the CDC therefore specifically recommends that as businesses and communities reopen, and people resume their daily activities, people should wear face coverings to slow the spread of COVID-19 particularly in “public settings where other social distancing measures are difficult to maintain”; and

WHEREAS, on June 20, 2020, the State of Florida Surgeon General, Scott A. Rivkees, M.D., issued a Public Health Advisory recommending the wearing of face coverings in any setting where social distancing is not possible, except under certain circumstances; and

WHEREAS, Sections 876.12 through 876.15 of the Florida Statutes, make it unlawful to wear a mask, however, pursuant to Section 876.155, Florida Statutes, this prohibition of mask wearing only applies when there is also evidence that there is an intent to intimidate other people, deprive them equal protection under the law, or engage in criminal conduct; and

WHEREAS, based on the information provided by the Florida Department of Health in Brevard County, and updated daily, the COVID-19 in the City of Satellite Beach have been rising substantially since the re-opening of the State of Florida; and

WHEREAS, based on the advice of medical professionals, the number of COVID-19 cases will continue to rise unless measures are instituted to stop the spread of the COVID-19 virus; and

WHEREAS, the State of Florida has the highest percentage of population in the United States 65 years of age and older, as well as the second largest population of that demographic; and

WHEREAS, based upon recent updated census estimates, the demographic of residents 65 years of age and older living in the City of Satellite Beach is just over 22%;

WHEREAS, according to the CDC, the vast majority of persons that test positive for the COVID-19 virus that are hospitalized or die from the virus are persons over the age of 65 years and/or have underlying health conditions; and

WHEREAS, according the CDC, overall, 31% of cases, 45% of hospitalizations, 53% of ICU admissions, and 80% of deaths associated with COVID-19 were among adults aged 65 years of age and older with the highest percentage of severe outcomes among persons aged 85 years of age and older; and

WHEREAS, the City has been contacted by many residents, most of whom are 65 years of age or older, requesting information be provided by businesses to advise of the COVID-19 policies of those businesses because of their concern about contracting COVID-19 and not knowing the policies of business prior to entering those businesses; and

WHEREAS, the City Council has determined that it is in the best interest of the residents of the City of Satellite Beach and it is the furtherance of the public health, safety, and welfare, to formally adopt this Ordinance to require all businesses to post their face covering policy to alert older persons and persons with underlying conditions of whether or not all other persons within a business will have face coverings as a way to make informed decisions to enter a business; as specified herein on an emergency basis in accordance with Section 5.02 of the City Charter and require businesses that are deemed essential to the needs of all residents to require face coverings for all patrons.

NOW, THEREFORE, BE IT ENACTED BY AN EMERGENCY ORDINANCE BY THE CITY COUNCIL OF THE CITY OF SATELLITE BEACH, FLORIDA, as follows:

Section 1. The above recitals are adopted by the City Council as legislative findings.

Section 2. *Definitions.*

“Face Covering” shall mean a uniform piece of material that securely covers a persons’ nose and mouth and remains affixed in place without the use of one’s hands, whether store-bought or homemade, concurrent with CDC guidelines.

Section 3. *Businesses Required to Post Face Coverings Policy on their Doorway.*

(a). Every business in the City of Satellite Beach with a storefront that allows customers in their building for the purpose of purchasing goods and services, are required to post their Policy requirements for Face Coverings for their customers, patrons and employees.

(b). The Policy shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). All businesses are encouraged to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; and
2. Persons observing social distancing under the CDC guidelines; and
3. Persons for whom a face covering would cause impairment due to an existing health condition; and
4. Persons exercising while maintaining social distancing; and
5. Persons eating or drinking; and
6. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 4. “Essential” businesses required to mandate Face Coverings for all customers and employees.

(a). Every business in the City of Satellite Beach with a storefront that allows customers in their building for the purpose of purchasing goods and services that are deemed to be essential to all residents (gas stations, convenience stores, grocery stores, and drug stores) as shown in EXHIBIT A are required mandate Face Coverings for their customers, patrons, employees and business invitees.

(b). The mandate shall be posted on the entry doorway in a clearly visible manner for all customers to read prior to entering the business.

(c). Essential businesses are required to prohibit entry of any person who is not wearing a face covering with the exception of the below listed persons:

1. Persons under the age of 6 years old; and
2. Persons observing social distancing under the CDC guidelines; and
3. Persons for whom a face covering would cause impairment due to an existing health condition; and
4. Persons eating or drinking; and
5. When a person who is hearing impaired needs to see the mouth of someone wearing a face covering in order to communicate.

Section 5. Penalties.

(a). Civil Citation. Any person violating the terms of this Emergency Ordinance and found in violation may be punished and fined up to \$500.00 by either the Police Department or Code Enforcement. The fine for a first offence shall be \$100.00; the fine for a second offense shall be \$250.00 and the fine for a third or more offense shall be \$500.00 for each of the third and successive offense(s).

Section 6. Severability. In the event a court of competent jurisdiction shall hold or determine that any part of this Ordinance is invalid or unconstitutional, the remainder of the Ordinance shall not be affected and it will be presumed that the City Council for the City of Satellite Beach did not intend to enact such invalid or unconstitutional provision. It shall further be assumed that the City Council would have enacted the remainder of this Ordinance without said invalid and unconstitutional provision thereby causing said remainder to remain in full force and effect.

Section 7. Conflicts. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 8. Effective Date and Sunset. This Emergency Ordinance shall become effective on July 7, 2020 at 8 a.m., and shall sunset at 12:01 a.m. on August 7, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed at Satellite Beach, Florida, this 6th day of July, 2020.

FRANK CATINO, MAYOR

(Seal)

ATTEST:

GWEN PEIRCE, CITY CLERK

Attachments:	Library Impact Fee Ballot, Correctional Facilities Impact Fee Ballot, Library Services request for impact fee funding, Jail Complex request for impact fee funding, Quote 26754, Quote 26755
Date Prepared:	July 6, 2020
Prepared By:	Stephen M. Swanke Brevard County Planning & Development Department
Meeting Date:	July 15, 2020

Agenda Category:

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

Subject:	Impact Fee Funding Request
Recommended Action:	Complete ballots and return with the Town's input on these funding requests.
Background Information:	<p>The Brevard County Planning and Development Department has received a request from the Brevard County Sheriff's Office to fund additional capacity for the video surveillance system at the Brevard County Detention Center with Correctional Facilities Impact Fees and a request from the Brevard County Library Services Department to fund the acquisition of additional library media with Library Impact Fees. Funding requests are usually reviewed first by an Impact Fee Advisory Committee which adopt recommendations for consideration by the Board of County Commissioners. The Town of Melbourne Beach is entitled to appoint one representative to each of these committees. In light of the limitations imposed by the current health crisis, a physical meeting of the committees seems unwise at this time. Therefore, I have attached ballots for you to complete and return to me with the Town's input on these funding requests. I have also attached the background information submitted by the Sheriff's Office and Library Services Department. Including a 10% contingency, the Sheriff's Office is requesting \$151,399.83 in Correctional Facilities Impact Fee funding. The current balance in the Correctional Facilities Impact Fee Trust Fund is \$1,161,350. The Library Services Department is requesting \$150,000.00 in Library Impact Fees for each of the next three fiscal years. The current balance of the Library Impact Fee Trust Fund is \$430,569.</p>

Correctional Facilities Impact Fee Advisory Committee Ballot

_____ The Town of Melbourne Beach recommends approval of up to \$151,399.83 in Correctional Facilities Impact Fees to acquire 88 additional video surveillance cameras and associated equipment to be installed at the Brevard County Detention Center as requested by the Brevard County Sheriff's Office.

_____ The Town of Melbourne Beach does not support the use of Correctional Facilities Impact Fees for this project.

Elizabeth Mascaro, Town Manager

STATE OF FLORIDA §
COUNTY OF BREVARD §

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by Elizabeth Mascaro, Town Manager of the Town of Melbourne Beach, Florida, a political subdivision of the State of Florida, who is [] personally known to me or [] produced as identification and did/did not take an oath.

My commission expires:

Notary Public

SEAL

Commission No.:

(Name typed, printed or stamped)

This ballot may be faxed to the Brevard County Planning & Development Department: attn. Stephen M. Swanke at (321) 633-2074; scanned and emailed to steve.swanke@brevardfl.gov; or sent via U.S. Mail to:

Stephen M. Swanke
Brevard County Planning & Development Department
2725 Judge Fran Jamieson Way, Suite A114
Viera, Florida 32940

SHERIFF WAYNE IVEY

BREVARD COUNTY SHERIFF'S OFFICE

700 Park Avenue ★ Titusville, Florida 32780-4095 ★ (321) 264-5201 ★ (321) 264-5360 ★ www.BrevardSheriff.com

May 4, 2020

Planning & Development Department
2725 Judge Fran Jamieson Way
Building A, Suite 114
Viera, Florida 32940

Dear Mr. Swanke,

Over the past two years as the inmate population has continued to increase, a systematic process has been in place to install a video security/monitoring system for the Jail Complex as an innovative way to maintain security measures while also monitoring inmates in an efficient and effective manner. This new system has enabled us to provide security/video coverage in all inmate housing areas, booking room, secured walkways and vestibules within the interior of the jail complex. The video monitoring system has not only been a very successful component in our continued effort to maintain a safe and secure environment, but is also a "force multiplier," allowing jail staff to more effectively monitor the ongoing operations and fluid movement within the jail. In order to complete this project, the purchase of eighty-eight (88) additional cameras and associated equipment is necessary. The additional cameras will monitor inmate movement and jail operations on the perimeter of the jail complex, as well as those interior corridors not monitored with the existing system. The required quotes are attached with an estimated cost of \$137,636.21. We are also requesting the funding a 10% reserve in the amount of \$13,763.62 as a contingency in the event of any unforeseen cost overruns associated with the project. All or any unused portion of the reserve funds will be returned at the conclusion of the project.

I would respectfully request to use Jail Impact Fees to fund the final phase of this project. Your consideration is greatly appreciated and please contact me with any questions.

Sincerely,



Chief Michael DeMorat, Judicial Services
Brevard County Sheriff's Office

Animal Services

Administration

2725 Judge Fran Jamieson
Way, #A119
Viera, FL 32940
(321) 633-2105

Brevard County

Jail Complex

860 Camp Road
Cocoa, FL 32927
(321) 690-1500
(321) 635-7800 fax

Canaveral Precinct

111 Polk Avenue
Cape Canaveral, FL
32920
(321) 868-1113
(321) 784-8340 fax

East Precinct

2575 N. Courtenay Pkwy.
Merritt Island, FL 32953
(321) 454-6652
(321) 454-6631 fax

Investigative Services

340 Gus Hipp Boulevard
Rockledge, FL 32955
(321) 633-8499
(321) 633-8403 fax

North Precinct

2290 Columbia Blvd.
Titusville, FL 32780
(321) 264-5208
(321) 264-5359 fax

Operational Services

2575 N. Courtenay Pkwy.
Merritt Island, FL 32953
(321) 454-6643
(321) 454-6642 fax

South Precinct

1515 Sarno Road, Bldg B.
Melbourne, FL 32935
(321) 253-6658
(321) 253-6666 fax

West Precinct

2725 Judge Fran Jamieson
Way, Bldg. E
Viera, FL 32940
(321) 633-2123
(321) 633-1965 fax



Library Impact Fee Advisory Committee Ballot

_____ The Town of Melbourne Beach recommends approval of \$150,000.00 in Library Impact Fees each fiscal year for the next three fiscal year to fund the large print and best sellers program as requested by the Library Services Department.

_____ The Town of Melbourne Beach does not support the use of Library Impact Fees for this project.

Elizabeth Mascaro, Town Manager

STATE OF FLORIDA §
COUNTY OF BREVARD §

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by Elizabeth Mascaro, Town Manager of the Town of Melbourne Beach, Florida, a political, subdivision of the State of Florida, who is [] personally known to me or [] produced as identification and did/did not take an oath.

My commission expires:

Notary Public

SEAL

Commission No.:

(Name typed, printed or stamped)

This ballot may be faxed to the Brevard County Planning & Development Department: attn. Stephen M. Swanke at (321) 633-2074; scanned and emailed to steve.swanke@brevardfl.gov; or sent via U.S. Mail to:

Stephen M. Swanke
Brevard County Planning & Development Department
2725 Judge Fran Jamieson Way, Suite A114
Viera, Florida 32940




INTER-OFFICE MEMORANDUM

BREVARD COUNTY LIBRARIES (M/C
#515)
308 Forrest Avenue, Cocoa, FL 32922
Telephone: (321) 633-1816, Fax (321) 633-
1798

To: Library Impact Fee Technical Advisory Committee

Through: Stephen Swanke, Brevard County Planning & Development

From: Jeff Thompson, Department Director 

Date: June 15, 2020

Subject: Library Impact Fee Trust Fund Appropriations

Brevard County Library Services would like to request appropriations from the Library Impact Fee Trust Fund. The amount requested is \$150,000 per year for the next three fiscal years, beginning with fiscal year October 1, 2020 – September 30, 2021.

The funds will be used for continued funding of large print and best sellers program for the libraries in Brevard County's Library System. This program allows us to provide newly released books in mainly large print format to our patrons in a timely manner.

With the approval of this transfer, Brevard County Libraries will be able to provide better services to the citizens of Brevard County.



ADAPTTOSOLVE, INC

ADAPTIVE SOLUTIONS

111 AIRPORT PARKWAY
LAGRANGE, GA 30240

Phone: 706-298-2734
www.adapttosolve.com

Fax: 706-298-5015

QUOTE

26754

Customer: 11490

Date: 04/22/2020 Due: 05/22/2020

Terms: NET 30

Quote Valid Through: 07/21/20

PO#/WO#: NEED PO/BCSO

Acct Mgr: Lara Bennett

Bill To: **BREVARD COUNTY SHERIFF OFFICE**
CENTRAL LOGISTICS
160 DOLER WAY
COCOA, FL 32927

Job Location: **BREVARD COUNTY SHERIFF OFFICE**
CENTRAL LOGISTICS
160 DOLER WAY
COCOA, FL 32927

Contact: **RON SPANGLER** 321-403-2580

Contact: **RON SPANGLER** 321-403-2580

Shipped Via: F.O.B.:

Dist/Item Code	Reference Description	Quantity	Unit Price	Amount
HIK_DS-2CD2185F1	16046 8MP PoE IP Camera Mini IR Network Dome Camera Outdoor 2.8mm Lens 3-axis Night Vision IP67 ONVIF H.265 8mp Fixed 2.8mm Dome	55.0000	288.13	15,847.15
HIK_WML	13464 Hik Mount Wall mount with junction Box - Long	30.0000	31.85	955.50
HIK_CPM-L	22087 Ceiling pendant mount long Ceiling Pendant Mount	20.0000	40.59	811.80
HIK_PC110	12469 PENDANT CAP FIXED DOME 110MM Pendant Cap	30.0000	19.59	587.70
HX-CB110	14880 BULLET MOUNTING PLATE Conduit Base	25.0000	16.25	406.25
HIK_CM	13197 Corner Mount Corner Mount	10.0000	22.09	220.90
DS-2CD6362F-IVS	13569 6MP Fisheye Dome camera outdoor with audio built in mic 6mp Fisheye	33.0000	563.10	18,582.30
HIK_CB-FE	13576 Conduit Base for Fisheye Junction Box For Fisheye	33.0000	16.25	536.25
HIK_WML	13464 Hik Mount Wall mount For For Fisheye	10.0000	31.85	318.50
GEORGIA SALES TAX E OS OS				

\$38,266.35

Accepted By: _____ Date: _____ PO#: _____

Jail Phase 3



ADAPTTOSOLVE, INC

ADAPTIVE SOLUTIONS

111 AIRPORT PARKWAY
LAGRANGE, GA 30240

Phone: 706-298-2734
www.adapttosolve.com

Fax: 706-298-5015

QUOTE

26755

Customer: 11490

Date: 04/22/2020 Due: 05/22/2020

Terms: GSA - 1/2% 20 DAYS NET 30 DAYS

Quote Valid Through: 07/21/20

PO#/WO#: /BCSO

Acct Mgr: Lara Bennett

Bill To: **BREVARD COUNTY SHERIFF OFFICE**
CENTRAL LOGISTICS
160 DOLER WAY
COCOA, FL 32927

Job Location: **BREVARD COUNTY SHERIFF OFFICE**
CENTRAL LOGISTICS
160 DOLER WAY
COCOA, FL 32927

Contact: **RON SPANGLER** 321-403-2580

Contact: **RON SPANGLER** 321-403-2580

Shipped Via: F.O.B.:

Dist/Item Code	Reference Description	Quantity	Unit Price	Amount
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. S1 10-7B-44-51-5B-F2			
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. 100 POD - 10-7B-44-54-78-A6 - EXPIRE 10/13/22	48.0000	29.40	1,411.20
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. 200 POD - B0-6E-BF-81-FB-B7 - EXPIRE 11/03/22	48.0000	29.40	1,411.20
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. 400 POD - B0-6E-BF-81-FD-99 - EXPIRE 11/03/22	48.0000	29.40	1,411.20
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. 500 HALLWAY/MEDICAL B0-6E-BF-81-FD-0C EXP 11/03/22	80.0000	29.40	2,352.00
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. 500 POD B0-6E-BF-81-F9-0A EXPIRE 11/03/22	110.0000	29.40	3,234.00
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. ANNEX 1 B0-6E-BF-81-FA-DE EXPIRE 11/03/22	70.0000	29.40	2,058.00
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. ANNEX 2 B0-6E-BF-81-FD-22 EXPIRE 11/03/22	70.0000	29.40	2,058.00
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. PODS FAILOVER B0-6E-BF-81-FD-2A EXPIRE 11/04/22	176.0000	29.40	5,174.40
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. 300 POD - B0-6E-BF-81-F8-5B EXPIRE 11/04/22	48.0000	29.40	1,411.20
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. BOOKING-RELEASE - B0-6E-BF-81-F9-39 11/04/22	88.0000	29.40	2,587.20
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. S2 - B0-6E-BF-81-FD-2B			
SSA-EVENIP-01	12515 ENTERPRISE software updates per IP camera, per year. TENTS - B0-6E-BF-81-F9-67 - EXPIRES 11/03/22	48.0000	29.40	1,411.20


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 Phone: 706-298-2734
 www.adapttosolve.com

Fax: 706-298-5015

QUOTE
26755

Customer: 11490

Date: 04/22/2020 Due: 05/22/2020

Terms: GSA - 1/2% 20 DAYS NET 30 DAYS

Quote Valid Through: 07/21/20

PO#/WO#: /BCSO

Acct Mgr: Lara Bennett

 Bill To: **BREVARD COUNTY SHERIFF OFFICE**
CENTRAL LOGISTICS
160 DOLER WAY
COCOA, FL 32927

 Job Location: **BREVARD COUNTY SHERIFF OFFICE**
CENTRAL LOGISTICS
160 DOLER WAY
COCOA, FL 32927

 Contact: **RON SPANGLER** 321-403-2580

 Contact: **RON SPANGLER** 321-403-2580

Shipped Via: F.O.B.:

Dist/Item Code	Reference Description	Quantity	Unit Price	Amount
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GEORGIA SALES TAX E OS OS

\$24,519.60

Accepted By: _____ Date: _____ PO#: _____

Jail Phase 3 License Updates GS-07F-0482W 2 years



Town Manager Report for June 2020

1. Attended FDOT workshop. There was a group discussion between FDOT, me and the TM from Indialantic regarding the speed limit from Eleventh Ave in Indialantic to Ocean Ave/Oak in Melbourne Beach. The discussion revolved around FDOT's methods for calming traffic to reduce speed and which of those methods would be applicable to this particular stretch of road based on its current usage by cars, bicyclists and pedestrians. The methods of traffic calming discussed including speed reduction will now be presented to the next level for consideration.
2. The FY21 Budget has been completed. Two workshops were held to discuss the budget. No further workshops have been scheduled. Voting the millage will take place in September during two separate public meetings. Those dates have not yet been determined.
3. Reviewed the final edits to the Comprehensive Plan with Corey O'Gorman. After edits are completed the Commission will have the opportunity to review the document before its submitted to the State for approval.
4. Submitted the Annual Loggerhead Park Stewardship Report to DEP in compliance with the grant conditions.
5. Attend the zoom meeting for the PBA. The PBA presented a salary increase of 4% and the right to Collective Bargain if an employee is being terminated. Attorney Hament refused both offers. The contract is now considered at an impasse and will be referred to a Magistrate to hear the case. The Magistrate will then make a *recommendation* to the Commission. I will notify the Commission of the Magistrate review.
6. Attended the P&Z meeting. P&Z voted 3-2 to not accept the first reading of the RV Ordinance. P&Z wanted boats and trailers to be separate ordinances. 3 site plans were reviewed-all passed.
7. Town Hall has had a steady stream of residents picking up their parking permits. The only feedback we have received that's not positive is the location of the permit. Some residents don't like placing the sticker on their bumper.
8. The parking kiosks have been ordered. No estimated delivery date at this time.

Building Department Report

June 2020

- 88 permits issued
- 170 inspections completed
- 71 plans reviewed
- 3 Site Plan reviews for P&Z
- 1 BTR reviews
- 0 new homes

Permit	Description	Issue	Company	Value	Permit	Address
MB20_125	SHUTTERS, INSTALL	6/16/2020	Affordable Glass Protection Inc	\$1,045.00	\$71.00	411 THIRD AVE
MB20_206	REROOF	6/10/2020	SKY LIGHT ROOFING INC	\$11,400.00	\$239.51	217 FIFTH AVE
MB20_218	SOLAR, INSTALL	6/15/2020	CLIMATIC SOLAR CORPORATION	\$18,424.00	\$294.38	212 CHERRY DR
MB20_228	FENCE, INSTALL	6/18/2020		\$1,800.00	\$71.00	1904 ROSEWOOD DR
MB20_240	PAVERS	6/24/2020	CERTIFIED GENERAL CONTRACT	\$4,200.00	\$71.00	605 HIBISCUS TRL
MB20_245	FENCE, REPLACE	6/8/2020	Vann Construction LLC	\$2,200.00	\$71.00	1207 ATLANTIC ST
MB20_249	HVAC, REPLACE	6/15/2020	Island Air & Heat Inc	\$2,945.00	\$71.00	2150 ATLANTIC ST 411
MB20_254	HVAC, REPLACE	6/5/2020	Florida Breeze	\$3,400.00	\$71.00	501 AVENUE A
MB20_271	NEW SEAWALL/ BOAT LIFTS	6/5/2020	REESE ENTERPRISES INCE	\$50,000.00	\$602.42	1508 PINE ST
MB20_274	HVAC, REPLACE	6/10/2020	HEARTH & HOME	\$19,652.00	\$71.00	403 BANYAN WAY
MB20_278	REROOF	6/4/2020	ROOFCLAIM.COM LLC	\$70,500.00	\$802.44	2100 NEPTUNE DR
MB20_281	NEW INGROUND POOL	6/3/2020	All Star Pools of Brevard Inc	\$32,000.00	\$426.83	222 SURF RD
MB20_282	SHED, INSTALL	6/19/2020	CK Development LLC	\$4,000.00	\$142.00	321 BANYAN WAY
MB20_289	NEW INGROUND POOL					

		6/9/2020 Blue Marlin Pools	\$55,510.00	\$656.20 602 PINE ST
MB20_291	PAVERS, DEMO AND INSTALL			
		6/26/2020 REESE ENTERPRISES INCE	\$16,157.00	\$71.00 211 SECOND AVE
MB20_297	GARAGE DOOR, REPLACE			
		6/3/2020 MM ENTERPRISES OF BREVARD I	\$1,250.00	\$71.00 406 AVENUE A
MB20_299	GENERATOR, INSTALL			
		6/3/2020 Schultz Electric, Inc	\$2,475.00	\$71.00 209 FLAMINGO LN
MB20_300	WINDOW AND DOORS, INSTALL			
		6/3/2020 SUNSET VIEW CONSTRUCTION	\$8,321.00	\$179.44 315 SIXTH AVE
MB20_302	REROOF			
		6/10/2020 ICM ROOFING	\$14,347.00	\$254.60 322 FOURTH AVE
MB20_303	PROPANE TANK, INSTALL			
		6/9/2020 SUBURBAN PROPANE	\$1,397.00	\$71.00 212 ELM AVE
MB20_305	GARAGE DOOR, REPLACE			
		6/3/2020	\$2,265.00	\$71.00 314 BANYAN WAY
MB20_308	INTERIOR DEMOLITION			
		6/12/2020	\$1,500.00	\$142.00 1421 ATLANTIC ST
MB20_309	POOL, SOLAR HEATING SYSTEM			
		6/1/2020 Solar Energy Systems of Brevard, In	\$5,300.00	\$119.90 408 FIFTH AVE
MB20_310	FENCE, REPLACE			
		6/11/2020 AAA QUALITY FENCE LLC	\$1,710.00	\$71.00 212 ELM AVE
MB20_311	HVAC, REPLACE			
		6/2/2020 QUICK A/C SOLUTIONS	\$3,000.00	\$71.00 2203 ATLANTIC ST 725
MB20_312	RE ROOF			
		6/2/2020 RALPH CARPENTER ROOFING INC	\$24,644.00	\$355.06 412 MAGNOLIA AVE
MB20_314	WOOD DECK			
		6/19/2020	\$2,250.00	\$71.00 319 BANYAN WAY
MB20_315	INTERIOR, GARAGE BATHROOM			

		6/11/2020	\$2,000.00	\$71.00 1904 ROSEWOOD DR
MB20_316	PLUMBING, GARAGE BATHROOM			
		6/22/2020 Drain Mechanics LLC	\$5,200.00	\$117.96 1904 ROSEWOOD DR
MB20_317	IN GROUND POOL AND SPA			
		6/24/2020 PINEAPPLE POOLS OF FLORIDA, I	\$54,448.00	\$645.83 511 HIBISCUS TRL
MB20_318	HVAC, REPLACE			
		6/10/2020 HEARTH & HOME	\$4,291.00	\$71.00 508 HARLAND AVE
MB20_320	FENCE, INSTALL			
		6/9/2020 American Fence of Brevard	\$5,690.00	\$127.48 304 HIBISCUS TRL
MB20_321	GARAGE DOOR, REPLACE			
		6/12/2020 HOWARD GARAGE DOORS	\$1,800.00	\$71.00 410 DRIFTWOOD AVE
MB20_322	HVAC, REPLACE			
		6/4/2020 ABLE AIR, INC	\$9,050.00	\$71.00 320 HIBISCUS TRL
MB20_323	ELECTRIC SERVICE, UPGRADE			
		6/12/2020 S O S ELECTRIC LLC	\$2,200.00	\$71.00 2102 ROSEWOOD DR
MB20_324	FENCE AND GATE, INSTALL			
		6/30/2020 FENCE OUTLET INC	\$2,652.00	\$71.00 507 ANDREWS DR
MB20_325	FENCE AND GATE, INSTALL/REPAIR			
		6/10/2020 Carrie's Fence of Palm Bay	\$4,359.00	\$71.00 212 CHERRY DR
MB20_326	HVAC, REPLACE			
		6/3/2020 Service Star Air Conditioning & Heat	\$7,184.00	\$142.00 1704 ATLANTIC ST 2B
MB20_327	WINDOWS, INSTALL			
		6/3/2020 Window World of Central Florida Inc	\$7,872.00	\$170.67 508 HARLAND AVE
MB20_328	PROPANE TANK, INSTALL			
		6/4/2020 DIRTYWORK ENVIRONMENTAL SE	\$3,775.00	\$90.30 209 FLAMINGO LN
MB20_329	FENCE AND GATE, INSTALL			

		6/9/2020 American Fence of Brevard	\$9,480.00	\$71.00 210 THIRD AV
MB20_330	FENCE AND GATE, INSTALL (NEW)			
		6/9/2020 American Fence of Brevard	\$5,764.00	\$128.90 422 SUNSET BLVD
MB20_331	HVAC, REPLACE			
		6/9/2020 Ranger Air Conditioning	\$6,300.00	\$71.00 319 THIRD AVE
MB20_333	HVAC, REPLACE			
		6/5/2020 Baird Air Inc	\$4,775.00	\$71.00 203 RIVERSIDE DR
MB20_334	RE ROOF TPO/ISO			
		6/10/2020 JAL ROOFING INC	\$15,900.00	\$269.75 1421 ATLANTIC ST
MB20_335	SCREEN ENCLOSURE, POOL			
		6/5/2020 Speciality Construction and Design	\$7,850.00	\$170.25 606 OAK ST
MB20_336	FENCE, INSTALL			
		6/11/2020 AAA QUALITY FENCE LLC	\$1,672.00	\$71.00 319 BANYAN WAY
MB20_337	REROOF			
		6/9/2020 DC ROOFING	\$38,350.00	\$488.78 308 OAK ST
MB20_338	RE ROOF			
		6/10/2020 LANEUVILLE ROOFING LLC	\$33,950.00	\$445.85 201 FIR AVE
MB20_339	GARAGE DOOR, REPLACE			
		6/18/2020 FREEDOM GARAGE DOORS LLC	\$1,400.00	\$71.00 1710 ATLANTIC ST 5D
MB20_340	GARAGE DOOR, REPLACE			
		6/15/2020 Garage Door Man Inc.	\$1,525.00	\$71.00 1415 ATLANTIC ST
MB20_341	GARAGE DOOR, REPLACE			
		6/29/2020 Tropical Doors Inc	\$1,540.00	\$71.00 304 ORANGE ST
MB20_342	RE ROOF			
		6/10/2020 Florida Native Roofing Inc	\$17,799.00	\$288.28 2005 OAK ST
MB20_343	HVAC, Replace			
		6/10/2020 Durham & Sons Inc	\$3,622.00	\$71.00 516 Hibiscus Trail
MB20_344	GENERATOR, INSTALL			

		6/15/2020	LIGHTHOUSE ELECTRIC SERVICE	\$9,955.00	\$211.32	1806 PINE ST
MB20_345	PAVERS, INSTALL					
		6/12/2020	Surfside Pavers Inc.	\$3,000.00	\$71.00	214 BIRCH AVE
MB20_347	WINDOWS AND DOORS, INSTALL					
		6/25/2020	SUNSET VIEW CONSTRUCTION	\$17,250.00	\$282.92	515 HIBISCUS TRL
MB20_348	GARAGE DOOR, REPLACE					
		6/15/2020	MM ENTERPRISES OF BREVARD I	\$2,870.00	\$71.00	405 RIVER VIEW LN
MB20_349	INTERIOR DEMOLITION AND REMODEL					
		6/23/2020	RWC Contracting Services LLC	\$50,000.00	\$602.44	1003 PINE ST
MB20_351	FENCE					
		6/18/2020	Carrie's Fence of Palm Bay	\$1,736.00	\$71.00	315 AVENUE B
MB20_352	PROPANE					
		6/18/2020	DIRTYWORK ENVIRONMENTAL SI	\$4,750.00	\$71.00	321 BANYAN WAY
MB20_353	PAVERS, DECK					
		6/24/2020	Surfside Pavers Inc.	\$12,252.00	\$71.00	209 ASH AVE
MB20_355	REROOF					
		6/16/2020	Hawk Builders Inc.	\$9,000.00	\$192.68	1807 NEPTUNE DR
MB20_356	RE ROOF					
		6/26/2020	EXOTITE ROOFING AND WATERP	\$28,000.00	\$387.80	417 ANCHOR KEY
MB20_357	MECHANICAL, HVAC					
		6/26/2020	Polar Air Inc.	\$6,800.00	\$71.00	1503 ATLANTIC ST B
MB20_358	GARAGE DOOR					
		6/18/2020	MM ENTERPRISES OF BREVARD I	\$2,480.00	\$71.00	511 BANYAN WAY
MB20_359	MECHANICAL, HVAC					
		6/17/2020	Island Air & Heat Inc	\$6,325.00	\$71.00	312 SURF RD
MB20_360	POOL RESURFACE					

		6/29/2020 SEABREEZE POOLS OF BREVARD	\$5,400.00	\$71.00 217 SURF RD
MB20_361	SHUTTERS			
		6/23/2020 Brevard Shutters & Accessories	\$5,675.00	\$127.18 405 RIVER VIEW LN
MB20_362	FENCE			
		6/18/2020	\$1,100.00	\$71.00 408 FIFTH AVE
MB20_363	MECHANICAL, HVAC			
		6/24/2020 ZONE HEATING AND COOLING	\$4,770.00	\$71.00 318 SIXTH
MB20_364	FENCE			
		6/23/2020 Carrie's Fence of Palm Bay	\$3,165.00	\$78.45 405 RIVERSIDE DR
MB20_365	FENCE			
		6/23/2020 Carrie's Fence of Palm Bay	\$2,322.00	\$71.00 306 SOUTH PALM AVE
MB20_366	REROOF			
		6/19/2020 DC ROOFING	\$13,600.00	\$247.32 403 SURF RD
MB20_370	GARAGE DOOR			
		6/19/2020	\$543.00	\$71.00 1903 CEDAR LN
MB20_371	DOOR			
		6/19/2020 Brevard Window & Doors Inc	\$3,630.00	\$71.00 408 FIFTH AVE
MB20_372	MECHANICAL, HVAC			
		6/19/2020 Masters Air and Heat	\$4,600.00	\$71.00 318 AVENUE B
MB20_373	MECHANICAL, HVAC			
		6/19/2020 ABLE AIR, INC	\$5,783.00	\$71.00 1802 PINE ST
MB20_376	WINDOWS AND DOORS, REPLACE			
		6/25/2020 SUNSET VIEW CONSTRUCTION	\$8,346.00	\$179.92 206 SHANNON AVE
MB20_377	REROOF TPO			
		6/30/2020 Advanced Roof Technology, Inc	\$10,950.00	\$230.73 315 AVENUE A
MB20_379				
		6/24/2020	\$21,000.00	\$319.51 506 BANYAN WAY

<i>MB20_380</i>	FENCE	6/24/2020	\$1,500.00	\$71.00 303 FOURTH AVE
<i>MB20_381</i>	POOL RESURFACE	6/25/2020 Pro-Cite Inc	\$2,395.00	\$71.00 409 RIVER VIEW LN
<i>MB20_382</i>	FENCE/GATE, PAVERS, INSTALL	6/26/2020	\$2,400.00	\$71.00 409 FIFTH AVE
<i>MB20_384</i>	WINDOWS, DOOR, SOFFIT, BALCONY DECK, REPLACE.	6/25/2020 Charles Carpenter Construction & R	\$33,000.00	\$436.58 805 ATLANTIC ST
<i>MB20_386</i>	SHED, INSTALL	6/25/2020	\$1,500.00	\$71.00 210 SECOND AVE
<i>MB20_388</i>	GENERATOR, PROPANE TANK	6/26/2020 Eau Gallie Electric, Inc	\$14,800.00	\$259.02 507 ANDREWS DR
<i>MB20_389</i>	HURRICANE SHUTTERS, INSTALL	6/26/2020 LAPLANTE INSTALLATION LLC	\$890.00	\$71.00 513 HIBISCUS TRL
			\$923,927.00	\$14,477.70

PUBLIC WORKS ACTIVITIES

SUMMARY

We were happy to finally get to painting the Old Town Hall History Center. The porch deck had been painted and the back door replaced. The porch ceiling was painted sky blue as requested and looks great. Additionally we rebuild the big sign along A-1A. We received many kudos from the folks running our History Center. The Old Town Hall also received some trimming and a new palm tree.

With the high presents of beach goers we were in need of additional trash cans. One phone call to Waste Pro and they responded with more than enough cans. The great part is they provided them at no charge. Waste Pro is always willing to help and we appreciate it.

Thankfully we now have our Ditch Witch to respond to urgent situations like the one that occurred at Riverside and Harlan. The baffle box at that location had filled at a fast rate than normal. This had caused stormwater drains to fill up. We responded and a few hours had the baffle box cleared and the waters flowing.

One of the cables on the garage doors in our PW building broke resulting in us having to employ a repair service. We discovered that the cables on our large doors were rated for residential use. It was determined that the 3 doors used to most would be repaired for safety reasons and the other three will be addressed during the next fiscal year.

We constructed a swale at the intersection of First and Orange. This area retained a large area of water after storms. It was not unusual for the water to remain there for days. Our swale was build and now after two very heavy rains we are proud to report no standing water.

A small swale was created on the southwest corner of Pine and Ocean. This area will be another spot to slow down and reduce the amount of water directed onto Pine from Ocean Avenue.

Our showcase swale/rain garden area in front of the Post Office is in progress. We have met with nursery personnel and have plans for very nice Florida adapted and draught resistant colorful plants for the area. This is the area we hope to make very attractive and appealing so that residents will be open to building more and more swale areas. The Post Office Manager is onboard with this and we will be using their irrigation as needed.

Another very productive month for us. Thank you for you continued support.

PUBLIC WORKS ACTIVITIES

June 2020

- Painted Old Town Hall History Center
- Rebuilt History Center sign
- Fabricated aluminum bed for GEM vehicle
- Removed graffiti from two signs by Pier
- Set up for PZ meeting
- Purchased and installed pull down shades in Community Center
- Installed two lights on Pier
- Blocked off steps in Ryckman House
- Added trash cans at beach crossovers – can provided by Waste Pro FREE
- Repaired pothole 4th and Orange
- Used Ditch Witch removed very large build up of sand and grass cuttings, newspapers etc.
- Trimmed tree hanging in street 4th and Orange
- Repaired and broken antennae on police car
- Installed new sign at Ocean Park
- Trimmed and neaten up Loggerhead crossover.
- Removed relocated trees from area in front of Fire Dept. one to front community center one to history center
- Painted planter front of Town Hall
- Repaired hoses at History Center
- Trimmed pointed branches from an oak tree Ryckman Park
- Removed dead palm tree from Pine and Sunset
- Constructed storm water swale First and Orange
- Removed 4 ft. wide stripe of grass that had grown over pavement 6th by Orange
- Cleared area near Pavilions for small exercise area
- Began swale raingarden construction in front of Post Office
- Repaired stop sign Oak and Ave. A
- Installed door latch on restroom door Ocean Park
- Delivered new flags to lifeguards
- Moved speed trailer for PD multiple times

MONTHLY REPORT: June 2020

New Cases for the Month of June

<u>CASE NUMBER</u>	<u>DATE</u>	<u>ADDRESS</u>	<u>CODE VIOLATION</u>	<u>DATE CLOSE</u>	<u>ACTIVE</u>
2020-CE-076	6/5/2020	804 Oak St.	Replace fence No Per.		Trans. To Building Dept.
2020-CE-077	6/7/2020	502 Colony Street	Replace fence No Per.		Trans. To Building Dept.
2020-CE-078	6/7/2020	203 Fir Avenue	Boat in Driveway	6/8/2020	Case closed
2020-CE080	6/7/2020	404 Avenue A	Sprinkler on every day 06/13/2020	6/13/2020	Case Closed
2020-CE-079	6/7/2020	205 Fir Avenue	Boat in Driveway	6/20/2020	Case Closed
2020-CE-081	6/14/2020	400 River View lane	trailer in driveway	0/21/2020	Case Closed
2020-CE-082	6/14/2020	400 Pelican Key	trailer in driveway	6/17/2020	Case Closed
2020-CE-083	6/16/2020	319 Hibiscus trl.	Grass overgrown	6/17/2020	Case Closed
2020-CE-084	6/16/2020	512 Sunset Blvd.	Lot Overgrown		X Have to ser NOV6/24/2020
2020-CE-085	6/16/2020	509 Sunset Blvd.	Lot Overgrown		X Will get permit 7/7/2020
2020-CE-086	6/20/2020	401 Magnolia Aven.	property Overgrown	6/27/2020	Property Mowed Case closed
2020-CE-087	6/24/2020	400 Magnolia Ave	over growth	6/29/2020	Tree trimmed Case closed

OPEN/ACTIVE CASES FROM PRIOR MONTHS

<u>CASE NUMBER</u>	<u>DATE</u>	<u>ADDRESS</u>	<u>CODE VIOLATION</u>	<u>ACTION</u>
2020-CE-038	3/16/2020	305 fourth Ave	Boat in DW	X
2020-CE-041	3/22/2020	401 fourth Ave.	Buisness from home	X NOV 05/04/2020
2020-CE-043	3/25/2020	415 Sixth Ave	Pool not maintained	X House in foreclosure
2020-CE-069	5/23/2020	404 Colony Street	Boat in Driveway	X NOV 07/05/2020
2020-CE-084	6/16/2020	512 Sunset Blvd.	Lot Overgrown	X Have to send NOV
2020-CE-085	6/16/2020	509 Sunset Blvd.	Lot Overgrown	X Will get permit 7/7/2020

PRIOR CASES CLOSED IN June 2020

2020-CE-029	2/6/2020	600 Jasmine	Buisness from home	6/7/2020	No business observed
2020=CE-037	3/14/2020	1502 Orange Street	Dumpster. trash	6/29/2020	No construction
2020-CE-040	3/14/2020	302 Orange	truck in back yard	6/7/2020	No construction observed
2020-CE-061	5/11/2020	1302 Orange Ave	Tree over street	6/8/2020	Tree trimmed Case closed

2020-CE-71	5/24/2020	411 Magnolia Avenue	Boat on frnt. Lawn	6/13/2020	Boat gone Case closed
2020-CE-074	5/30/2020	448 Sands Key	Motor hame in Drive	6/14/2020	Motor Removed Case closed
2020-CE-078	6/7/2020	203 Fir Avenue	Boat in Driveway	6/8/2020	Case closed
2020-CE-079	6/7/2020	205 Fir Avenue	Boat in Driveway	6/20/2020	Case Closed
2020-CE080	6/7/2020	404 Avenue A	Sprinkler on every day 06/13/2020	6/13/2020	Case Closed
2020-CE-082	6/14/2020	400 Pelican Key	trailer in driveway	6/17/2020	Case Closed
2020-CE-083	6/16/2020	319 Hibiscus trl.	Grass overgrown	6/17/2020	Case Closed
2020-CE-086	6/20/2020	401 Magnolia Aven.	property Overgrown	6/27/2020	Property Mowed Case closed
2020-CE-087	6/24/2020	400 Magnolia Ave	over growth	6/29/2020	Tree trimmed Case closed

NUMBER OF CASES OPEN THIS MONTH	13
NUMBER OF CASES CLOSED THIS MONTH	12
NUMBER OF CASES OPEN AND CLOSED SAME MONTH	7
TOTAL NUMBER OF CASES STILL OPEN	6
NUMBER OF CASES THAT WENT TO BOARD	0

PREPARED BY Robert Schaefer, CODE ENFORCEMENT OFFICER,



Melbourne Beach Police Department



	JUNE	MAY	APRIL	MAR	FEB	JAN							YTD
Total Calls for Service	1490	1651	1330	1263	1081	1162							7977
Total Felonies	9	10	4	6	1	14							44
Total Misdemeanors	19	17	12	10	8	19							85
Total Capias Requests	0	0	2	2	2	1							7
Total Traffic Arrests	5	6	2	8	3	3							27
Total Other Arrests	3	1	3	6	3	8							24
911 Investigation	40	34	23	30	20	11							158
Alarm Business	6	3	0	7	1	2							19
Alarm Residence	7	5	2	1	2	6							23
Animal Complaint	5	4	13	7	5	12							46
AOA LEO	30	24	6	23	22	21							126
Assist Citizen	10	7	11	6	9	9							52
Assist DCF	0	0	2	4	2	1							9
Assist Motorist	2	0	1	1	1	1							6
Attempt to Contact	3	1	3	4	4	6							21
Baker Act	2	1	0	1	2	1							7
Battery	2	0	2	0	0	0							4
Burglary Residence	0	0	0	0	0	4							4
Burglary Vehicle	0	5	0	0	0	1							6
Civil Matter	7	3	1	5	2	5							23
Crash	6	4	1	4	5	4							24
Criminal Mischief	2	4	0	0	1	3							10
Death Investigation	0	0	0	1	1	1							3
Disturbance Domestic	2	5	8	3	2	2							22
Disturbance Domestic Battery	1	0	0	2	2	1							6
Disturbance Fight	0	0	1	0	0	0							1
Disturbance Noise	3	2	4	3	2	3							17
Disturbance Verbal	0	5	2	3	0	1							11
Fraud	0	1	0	1	0	0							2
Fire	6	6	7	2	5	3							29
House Checks	218	142	99	47	59	62							627
Illegal Parking	25	47	17	18	13	11							131
Information	14	17	34	16	12	12							105
Injured/Ill Person	17	13	22	14	29	21							116



Melbourne Beach Police Department



	JUNE	MAY	APRIL	MAR	FEB	JAN							YTD
Intoxicated Driver	2	1	0	3	2	1							9
Intoxicated Person	1	0	3	1	0	0							5
Investigation	3	3	4	3	3	5							21
Loitering & Prowling	0	0	0	0	0	1							1
Missing Person	1	0	0	0	1	0							2
Narcotics	1	1	3	2	2	5							14
Open Door	2	1	4	2	2	12							23
Ordinance	0	3	1	0	0	2							6
Parking Citations	17	34	15	15	10	3							94
Patrol Area	135	143	124	90	85	95							672
Patrol Area Business	390	486	305	212	196	202							1791
Patrol Area Residential	433	470	455	282	247	330							2217
Patrol Area School	32	36	45	31	48	29							221
Phone Call - Obscene/Threat	0	0	0	0	0	2							2
Prisoner Transport	0	0	0	0	0	2							2
Property Confiscated	2	5	0	0	0	1							8
Property Found	4	5	4	5	5	9							32
Property Lost	0	1	0	0	1	1							3
Reckless Driving	4	4	5	4	4	3							24
Special Detail	1	1	1	1	3	1							8
Standby-Keep the Peace	4	1	0	2	3	0							10
Suspicious Incident	8	8	3	10	7	8							44
Suspicious Person	2	11	6	15	11	10							55
Suspicious Vehicle	20	13	8	14	17	13							85
Theft	0	3	0	2	1	8							14
Traffic Citations	63	47	11	121	63	38							343
Traffic Complaint	3	3	5	4	1	1							17
Traffic Enforcement	145	171	142	193	129	139							919
Traffic Obstruction	0	0	0	1	1	2							4
Traffic Stop	172	109	43	243	166	137							870
Trespassing	2	2	2	1	2	1							10
Vehcile Abandoned	0	0	0	1	0	0							1
Vehicle Inspection	3	1	3	3	1	2							13
Vehcile Repo/Tow	0	0	0	2	0	0							2
Vehicle Stolen & Recovered	0	0	0	0	0	1							1
Wanted Person	0	0	0	1	2	0							3



Melbourne Beach Police Department



Vehicle Mileage	JUNE	MAY	APRIL	MAR	FEB	JAN							YTD
Car 359	1	1	72	29	256	162							521
Car 360	1004	1488	1222	1196	949	931							6790
Car 361	1292	1046	984	1735	1155	1022							7234
Car 363	668	790	956	818	620	1505							5357
Car 364	1197	1218	1373	1210	1108	1850							7956
Car 366	935	630	668	683	477	728							4121



Melbourne Beach Police Department

Monthly Report

June 2020



In the month of June, we had a total of 5 traffic arrests and 3 other arrests that ranged from Domestic Battery, Narcotics, and DUI.

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 six animal complaints/calls this month consisting of;

4 Loose/stray dogs

2 Dogs on the beach

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.

The Melbourne Beach Police Department was asked to participate by Spring Forward for Autism and Puzzle Box Academy vehicle wrap challenge. We spent several weeks coming up with the theme since it was for beachside agencies. Although we did not win, our agency was proud to participate in the awareness of autism in our community and improve the support of affected families.

I have applied for two grants 1) Coronavirus Emergency Supplemental Funding (CESF) award from the U.S. Department of Justice (DOJ) to be used to prepare for, prevent, and respond to the coronavirus pandemic.

2) 2020 AAA Florida Traffic Safety Grant Program for first responders.

Officer Chris Smith has been chosen by his supervisors as our Officer of the Quarter. Ofc. Smith has been with our agency since January 2020. He has conducted multiple traffic stops that have resulted in felony and misdemeanor drug arrests and driving under the influence. Officer Smith excels in doing self-initiated patrol activities that have resulted in preventing crime and improving community relations with those we all are proud to serve and protect. He is genuinely one of the finest examples of a professional police officer. Congratulations!

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

Attached you will see a brief overview of the Sergeants monthly report that highlights some of our calls for service.

Stay Safe, Chief Melanie Griswold

**MELBOURNE BEACH POLICE DEPARTMENT****Steven Kino****Detective/Sergeant****507 Ocean Ave, Melbourne Beach, FL 32951****Phone: (321) 723-4343****Fax: (321) 725-3253****MEMORANDUM****TO: Chief Griswold****FROM: Sgt. Kino****RE: June Monthly Call Report****DATE: 07/01/2020**

06/01-A Baker Act in the 300 block of Third Ave. The subject stated that he took Heroin in an attempt to take his life and that he no longer wanted to live. He was transported to the hospital by BCFR and the paperwork was given to the nurse.

06/09- A crash in a parking lot located in the 1500 block of Atlantic St. It appears the vehicle parked next to the vehicle was the suspect's vehicle, but is no evidence of who the driver was. The owner of the vehicle stated that he did not do the damage. A case report was completed for the victim.

06/09- A domestic battery occurred in the 800 block of Atlantic St. A son was intoxicated and grabbed his mom by the wrists. He was arrested for battery DV and transported to the jail.

06/22- A Marchman Act was completed in the 300 block of Third Ave. A w/m was heavily intoxicated and transported to the hospital for further treatment.

06/24- A battery occurred in the area of Oak St. and Sixth Ave. Both parties involved in the call stated they were struck by the other involved person. Both signed a decline to

prosecute on each other. They both stated it was over money owed. They were advised that it was a civil issue and to handle it through the courts if they could not resolve it amongst each other.

06/24- A battery in the 1000 block of Atlantic St. A female said that another female struck her in the shin and then locked her out of the residence. The female outside was under the influence and advised that she wanted medical attention because she fell and hit her head. She was then transported to the hospital for further treatment. The “victim” signed a decline and did not wish to pursue charges.

06/24- Traffic crash in Ocean Park. Minimal damage between the vehicle’s and the driver’s agreed on completing a driver’s exchange of information on scene. The driver of V1 wrote the driver of V2 a check to pay for the damages on scene. No further action taken.

6/24- A criminal citation was issued in the 300 block of Ocean Ave. to a w/f driver that was driving with a suspended license with knowledge. She was given a court date and released on scene.

6/24- A domestic disturbance verbal in nature occurred in the 300 block of Ocean Ave. Both parties involved stated that it was verbal only and neither had any marks, injuries, or bruises. The parties were separated and left the area separately.

06/30- A trespass and theft occurred in the 600 block of Hibiscus Trl. Two males took a flag out of someone’s property and started to ride off on scooters when the home owner came out and confronted them. The subjects were located, property recovered and trespass warnings issued to both males involved. The victim signed a decline to prosecute for the theft of the flag.



MELBOURNE BEACH POLICE DEPARTMENT
Matthew Smith
Sergeant

507 Ocean Ave, Melbourne Beach, FL 32951
 Phone: (321) 723-4343 Fax: (321)725-3253



Monthly Report June 2020

- 06/02- Criminal mischief of graffiti at the Melbourne Beach Pier. Unknown suspect(s) marked up a sign with a marker.
- 06/03- Baker Act of a male in the 400 block of Atlantic Street.
- 06/04- Domestic, verbal dispute, between brother and sister in-law, in the 500 block of Colony Street. Parties were separated for the day.
- 06/05- Traffic arrest of a male for operating an unregistered motor vehicle in the 300 block of Ocean Avenue. Vehicle was stopped for not having a license plate.
- 06/11- Arrested a male for driving under the influence of alcohol. Male was stopped for failing to maintain single lane at Orange Street and Sixth Avenue.
- 06/11- Traffic crash between two vehicles in the 1000 block of Atlantic Street. No injuries were reported and there was only minor damage to both vehicles.
- 06/12- Traffic crash between a vehicle and bicyclist in the 500 block of Ocean Avenue. The bicyclist had minor injuries and the vehicle had minor damage.
- 06/18- Confiscated less than 20 grams of marijuana from a vehicle. The vehicle was stopped for speeding on Riverside Drive.
- 06/20- Traffic arrest of a male for driving while license suspended with knowledge. Male was stopped for having an expired tag.
- 06/20- Trespassed (2) males from 300 Ocean Avenue. The males got into an argument and the manager requested they both be trespassed.
- 06/21- Confiscated less than 20 grams of marijuana and drug paraphernalia from a vehicle. The vehicle was stopped for not having a bumper at Atlantic Street and Cherry Drive.
- 06/28- Arrested a female for driving under the influence of alcohol at Ocean Avenue and Atlantic Street. The vehicle was stopped for fail to maintain lane.



**Melbourne Beach
Vol. Fire Department**
507 Ocean Avenue
Melbourne Beach, FL 32951
(321)724-1736
FireStation@MelbourneBeachFL.org

FIRE DEPARTMENT MONTHLY REPORT

June 2020

Incident Response

For the month of June 2020, the Melbourne Beach Volunteer Fire Department responded to 16 calls for service. The average number of responding volunteer personnel per paged out call for the month was 12.

Breakdown:

- 9 Fire/Rescue Calls (paged out)
- 1 Assist Other Agency
- 1 Public Assist
- 2 EMS Assist
- 2 Walk-in Medical Incidents
- 1 False Call

Department Membership

- Certified Firefighters: 14
- Support Services Personnel: 12
- Administrative Personnel: 2
- Probationary Personnel: 3
- Members on approved extended leave: 1

Fire Department Garage Floor Update

The Fire Department has finished researching new anti-slip solutions and has already met with multiple vendors to obtain quotes. There are still other vendors scheduled to provide estimates throughout the month of July. The Fire Department plans to have a

decision made by Monday July 27th and to hopefully start work mid-August. The project is projected to take a full week to complete once started.

COVID-19 Update

The MBVFD continues to work closely with both the Police Department and Town Hall to ensure we are prepared to respond to the COVID-19 health crisis. This includes participation in conference calls, emails, situation reports submitted to Brevard County Emergency Management, updating policies to address response guidelines, and educating citizens and visitors. We continue to monitor the situation and update our response as needed. At this time all active MBVFD personnel continue to be healthy and are able to respond to incidents under the Department's COVID-19 response guidelines.

Notable Events

MBVFD members participated in a month long (45 hour) Water Rescue Standards course as part of its commitment to keeping residents and visitors safe while enjoying the ocean and waterways of Melbourne Beach. 20 Members successfully completed the course and are now certified/re-certified for water rescue response.

Chief Brown & Fire Inspector Faletra met with the Breakers East Condo Association and Cintas Fire Alarm Company to discuss nuisance fire alarm activations.

Due to the COVID health crisis and social distancing recommendations, the MBVFD was able to support 2 local birthday party "drive-by" events in Melbourne Beach this month to help make local resident's birthdays special since they could not have full parties.

Melbourne Beach VFD

Melbourne Beach, FL

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Incident Address and Type for Date Range (Landscape)

Incident Status(s): All Incident Statuses | Start Date: 06/01/2020 | End Date: 06/30/2020

INCIDENT #	DATE	LOCATION TYPE	ADDRESS	INCIDENT TYPE	ALARM	CLEARED SCENE
2020-73	06/03/2020		411 Atlantic ST , Melbourne Beach, FL, 32951	Medical assist, assist EMS crew	06/03/2020 12:36	06/03/2020 12:52
2020-74	06/03/2020		307 3rd AVE , Melbourne Beach, FL, 32951	Medical assist, assist EMS crew	06/03/2020 14:29	06/03/2020 14:41
2020-75	06/06/2020		300 Riverside DR , Melbourne Beach, FL, 32951	Dispatched & cancelled en route	06/06/2020 07:10	06/06/2020 07:16
2020-76	06/06/2020		305 Hibiscus TRL , Melbourne Beach, FL, 32951	Cooking fire, confined to container	06/06/2020 12:04	06/06/2020 12:41
2020-77	06/06/2020		2203 Atlantic ST , Melbourne Beach, FL, 32951	Alarm system sounded due to malfunction	06/06/2020 17:47	06/06/2020 18:14
2020-78	06/07/2020		1203 Pine ST , Melbourne Beach, FL, 32951	Emergency medical service, other	06/07/2020 13:41	06/07/2020 13:51
2020-79	06/09/2020		507 Ocean AVE , Melbourne Beach, FL, 32951	Emergency medical service, other	06/09/2020 10:07	06/09/2020 10:22
2020-80	06/11/2020		1805 Atlantic ST , Melbourne Beach, FL, 32951	Alarm system sounded due to malfunction	06/11/2020 01:57	06/11/2020 02:21
2020-81	06/11/2020		507 Ocean AVE , Melbourne Beach, FL, 32951	False alarm or false call, other	06/11/2020 15:52	06/11/2020 16:55
2020-82	06/12/2020		507 Ocean AVE , Melbourne Beach, FL, 32951	Motor vehicle/pedestrian accident (MV Ped)	06/12/2020 10:50	06/12/2020 11:00
2020-83	06/12/2020		505 Banyan WAY , Melbourne Beach, FL, 32951	EMS call, excluding vehicle accident with injury	06/12/2020 19:32	06/12/2020 19:49
2020-84	06/14/2020		300 Ormond DR , Indialantic, FL, 32903	Assist invalid	06/14/2020 13:10	06/14/2020 13:44
2020-85	06/15/2020		2207 Atlantic ST , Melbourne Beach, FL, 32951	Public service	06/15/2020 18:47	06/15/2020 18:52
2020-86	06/18/2020		1905 Cedar LN , Melbourne Beach, FL, 32951	Dispatched & cancelled en route	06/18/2020 04:37	06/18/2020 04:48
2020-87	06/21/2020		1905 Atlantic ST , Melbourne Beach, FL, 32951	Alarm system sounded due to malfunction	06/21/2020 11:08	06/21/2020 11:44
2020-88	06/24/2020	Intersection	4th AVE / Miramar Ave, Indialantic, FL, 32903	Motor vehicle accident with injuries	06/24/2020 12:11	06/24/2020 12:14

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

Melbourne Beach VFD

Melbourne Beach, FL

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Personnel Count per Incident for Date Range

Start Date: 06/01/2020 | End Date: 06/30/2020

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
2020-73	6/3/2020 12:36:18	311 - Medical assist, assist EMS crew	19112	1	0	1
2020-74	6/3/2020 14:29:48	311 - Medical assist, assist EMS crew	19112	2	0	2
** 2020-75	6/6/2020 07:10:23	611 - Dispatched & cancelled en route	19112	5	16	21
** 2020-76	6/6/2020 12:04:45	113 - Cooking fire, confined to container	19112	6	15	21
** 2020-77	6/6/2020 17:47:24	735 - Alarm system sounded due to malfunction	19112	8	3	11
** 2020-78	6/7/2020 13:41:37	320 - Emergency medical service, other	19112	1	7	8
2020-79	6/9/2020 10:07:08	320 - Emergency medical service, other	19112	1	0	1
** 2020-80	6/11/2020 01:57:04	735 - Alarm system sounded due to malfunction	19112	5	3	8
2020-81	6/11/2020 15:52:29	700 - False alarm or false call, other	19112	5	0	5
2020-82	6/12/2020 10:50:57	323 - Motor vehicle/pedestrian accident (MV Ped)	19112	1	0	1
** 2020-83	6/12/2020 19:32:10	321 - EMS call, excluding vehicle accident with injury	19112	5	1	6
** 2020-84	6/14/2020 13:10:00	554 - Assist invalid	19112	9	1	10
2020-85	6/15/2020 18:47:04	553 - Public service	19112	1	0	1
** 2020-86	6/18/2020 04:37:12	611 - Dispatched & cancelled en route	19112	1	11	12
** 2020-87	6/21/2020 11:08:36	735 - Alarm system sounded due to malfunction	19112	5	7	12
2020-88	6/24/2020 12:11:21	322 - Motor vehicle accident with injuries	19112	1	0	1

AVERAGES:

3.6

4.0

7.6

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

5.0

7.1

12.1

Only REVIEWED incidents included



**Melbourne Beach
Vol. Fire Department**
507 Ocean Avenue
Melbourne Beach, FL 32951
(321)724-1736
FireStation@MelbourneBeachFL.org

FIRE DEPARTMENT STIPEND UPDATE

June 2020

Stipend Quick Stats:

- Total Department Volunteers as of 07/01/2020: 31
 - State Certified Firefighters: 14 (45% of Department)
- 90% of volunteers met minimum participation requirements and were in good standing for Q3
- Total Paid out for Q3 Stipend: \$10,515.00
- Total Paid out Fiscal Year to Date for program: \$36,475.62

Quarter 3 of the new stipend program concluded on June 30th. The program continues to have the desired effect and it is greatly assisting in keeping volunteer participation at a higher level than seen in recent years. This new incentive program paired with more accountability and stricter membership requirements have raised the bar for the Department as a whole.

In quarter 1 only 46% of the eligible active membership met the minimum requirements to receive their stipend payment. In quarter 2, 95% of the eligible active membership earned their stipend payment, meaning that was a 49% increase in the number of members meeting the minimum training and response criteria. That was a vast improvement over the past and showed that the volunteers are willing to step up and meet the new requirements.

Now that we have finished quarter 3, it appears we will be able to keep this same level of momentum and participation going, with 90% of the eligible active membership earning their stipend payment.

Overall, the new program has more than doubled participation from where it was last year. This change has not gone unnoticed, and we recently had another local agency come visit our Department to inquire about the program. They were interested in the results we are seeing and possibly looking to model a program after ours to help increase their agencies level of participation.

When the program originally started, the monthly stipend dollar amounts per rank and certification was created to support the ideal level of staffing and certification that we would like to eventually see (not where we are today), and to stay within the original budget. We continue to move towards our staffing and member certification goals, but it is a slow process, and we are still not where we would like to eventually be. As a result, with the current level of staffing, it appears that there will be a surplus of funds left over at the end of the fiscal year. We are working on a plan for the additional funds, and will bring that proposal to the Commission in August.

In closing, the program appears to be very successful and continues to provide the desired results. The Melbourne Beach Vol. Fire Department greatly appreciates the support from the residents of the Town of Melbourne Beach, our Commissioners, and the Town Manager for funding this program and helping to move our Department in a positive direction, all while still saving the tax payers hundreds of thousands of dollars per year compared to other local municipal fire departments.

Memo

To: Mayor, Vice Mayor and Commissioners
From: Jennifer Kerr, Finance Manager
Date: July 9, 2020
Re: June 2020

We are in the ninth reporting month of our fiscal year 2020. The target expenditure rate for June 2020 is 75%. All departments are managing their expenditures even though several budget lines are over the targeted expenditure rate. All budget items highlighted in green are over the target rate but within the anticipated spending of that budget line. Some budget lines are fully expended early in the budget year while other lines like salaries and health insurance are paid on a monthly basis. All budget items highlighted in yellow are being monitored. All budget items highlighted in red are over expended. The total General Fund expenditure rate, year to date is 68.1%. The Departmental expenditure rate breakdown is as follows:

Legislative:	58.0%
Executive:	104.1%
Finance:	79.1%
Legal:	92.7%
Comp & Plan:	77.3%
General Services:	55.0%
Law Enforcement:	74.2%
Fire:	42.7%
Code:	57.0%
Public Works:	78.0%
Parks:	48.1%

Discussion Items:

We have spent \$5,921.10 in COVID expenses to date. We anticipate \$1,600.00 additional costs for PPE through the end of the year. These additional costs do not include any payroll expenses that may come up due to COVID. The actual costs and anticipated costs were submitted on June 18, 2020, to Brevard County Board of County Commissioners for review under the CARES ACT.

Direction has been given to all departments to monitor their expenses closely in anticipation of the close of the fiscal year.

For the Period: 10/1/2019 to 6/30/2020
Target Expenditure Rate: 75%

Fund: 001 - General Fund

Expenditures

	Original Bud.	YTD Actual	UnencBal	% Bud
Dept: 11 Legislative				
500.11.00 Executive Salaries	16,200.00	10,508.30	5,691.70	64.9
500.12.00 Regular Salaries	78,480.00	46,173.40	32,306.60	58.8
500.21.00 FICA Taxes - Employer Portion	7,243.00	4,293.67	2,949.33	59.3
500.22.20 Retirement Town Employees	6,647.00	3,527.99	3,119.01	53.1
500.23.01 Health Insurance	21,657.00	9,189.90	12,467.10	42.4
500.23.02 Life Insurance	136.00	101.34	34.66	74.5
500.25.00 Unemployment Compensation	251.00	47.63	203.37	19.0
510.31.00 Professional Services	160.00	18.92	141.08	11.8
510.40.00 Travel & Meetings	2,660.00	418.19	2,241.81	15.7
510.40.10 Travel & Meetings - Staff	300.00	24.00	276.00	8.0
510.47.00 Printing	5,735.00	2,562.13	3,172.87	44.7
510.48.00 Promotional Activities	533.00	342.99	190.01	64.4
510.48.40 Legal Notices	14,000.00	9,297.15	4,702.85	66.4
510.49.50 Election Expense	6,000.00	5,796.68	203.32	96.6
510.54.00 Dues & Subscriptions	785.00	729.00	56.00	92.9
510.54.10 Training & Schools	1,580.00	150.00	1,430.00	9.5
510.64.00 Machinery & Equipment	0.00	124.77	-124.77	0.0
510.64.01 Capital Outlay	2,000.00	0.00	2,000.00	0.0
543.00.00 Licenses & Fees	7,257.00	6,251.44	1,005.56	86.1
				58.0
Dept: 12 Executive				
500.12.00 Regular Salaries	90,000.00	81,544.14	8,455.86	90.6
500.12.05 SEVERANCE PAYMENT	0.00	16,140.54	-16,140.54	0.0
500.21.00 FICA Taxes - Employer Portion	6,885.00	6,804.01	80.99	98.8
500.22.01 Retirement - ICMA	7,623.00	6,007.79	1,615.21	78.8
500.22.20 Retirement Town Employees	0.00	2,158.89	-2,158.89	0.0
500.23.01 Health Insurance	10,734.00	9,043.09	1,690.91	84.2
500.23.02 Life Insurance	1,200.00	573.12	626.88	47.8
500.25.00 Unemployment Compensation	288.00	81.78	206.22	28.4
510.40.00 Travel & Meetings	2,400.00	0.00	2,400.00	0.0
510.51.00 Office Supplies	0.00	129.00	-129.00	0.0
510.52.50 Gas & Oil	0.00	1,800.00	-1,800.00	0.0
510.54.00 Dues & Subscriptions	858.00	595.00	263.00	69.3
				104.1
Dept: 13 Finance				
500.12.00 Regular Salaries	58,000.00	42,294.63	15,705.37	72.9
500.21.00 FICA Taxes - Employer Portion	4,437.00	3,221.97	1,215.03	72.6
500.22.20 Retirement Town Employees	4,913.00	3,401.10	1,511.90	69.2
500.23.01 Health Insurance	7,716.00	6,184.75	1,531.25	80.2
500.23.02 Life Insurance	68.00	56.30	11.70	82.8
500.25.00 Unemployment Compensation	186.00	23.49	162.51	12.6
510.31.00 Professional Services	4,900.00	5,894.53	-994.53	120.3
510.32.00 Auditing Services	21,900.00	20,000.00	1,900.00	91.3
510.32.90 Banking Fees	3,300.00	3,179.75	120.25	96.4
510.40.00 Travel & Meetings	1,000.00	0.00	1,000.00	0.0
510.47.00 Printing	180.00	0.00	180.00	0.0
510.51.00 Office Supplies	0.00	329.99	-329.99	0.0
510.54.00 Dues & Subscriptions	60.00	50.00	10.00	83.3
510.54.10 Training & Schools	350.00	0.00	350.00	0.0
				79.1
Dept: 14 Legal Counsel				
510.31.00 Professional Services	80,000.00	74,591.00	5,409.00	93.2
510.31.01 Code Enforcement Attorney	1,500.00	931.25	568.75	62.1
				92.7

Dept: 15 Comprehensive Planning

510.31.00 Professional Services	67,500.00	12,679.89	54,820.11	18.8
510.31.95 Grants Services	0.00	39,500.00	-39,500.00	0.0
				77.3

Dept: 19 General Services

500.24.00 Workers Compensation	2,177.00	2,177.00	0.00	100.0
510.31.00 Professional Services	4,000.00	2,790.00	1,210.00	69.8
510.31.02 Lifeguard Contract	19,600.00	7,671.12	11,928.88	39.1
510.31.11 Security	1,998.00	709.41	1,288.59	35.5
510.34.10 Janitorial Services	14,108.00	8,887.95	5,220.05	63.0
510.35.00 Pre-Employment Exp	135.00	129.00	6.00	95.6
510.41.00 Telephone	10,728.00	4,853.63	5,874.37	45.2
510.41.10 Communication Services	41,004.00	34,321.26	6,682.74	83.7
510.43.00 STREET LIGHTS	45,000.00	29,456.73	15,543.27	65.5
510.43.10 Electricity	32,500.00	20,082.18	12,417.82	61.8
510.43.20 Water & Sewer	6,600.00	3,768.74	2,831.26	57.1
510.43.50 WASTE SERVICE TAX	2,964.00	2,964.34	-0.34	100.0
510.45.00 General Liability Insurance	53,700.00	53,602.00	98.00	99.8
510.45.01 Flood Insurance	3,400.00	3,402.00	-2.00	100.1
510.45.02 Property Insurance	41,500.00	41,497.00	3.00	100.0
510.45.03 Auto Insurance	7,500.00	7,141.00	359.00	95.2
510.46.10 Office Equipment Maintenance	4,904.00	3,210.03	1,693.97	65.5
510.46.15 Equipment Maintenance	13,800.00	1,442.00	12,358.00	10.4
510.46.36 Pest Control	3,000.00	2,120.22	879.78	70.7
510.46.41 Moving Contract	29,820.00	22,365.00	7,455.00	75.0
510.46.60 SIGNAL MAINTENANCE	2,500.00	0.00	2,500.00	0.0
510.47.00 Printing	200.00	335.96	-135.96	168.0
510.49.48 Env. Boards Expense	960.00	425.71	534.29	44.3
510.49.98 Contingency	30,000.00	4,398.67	25,601.33	14.7
510.49.99 Miscellaneous	300.00	35.00	265.00	11.7
510.51.00 Office Supplies	9,100.00	6,366.89	2,733.11	70.0
510.51.10 Postage	1,800.00	1,481.54	318.46	82.3
510.52.10 Janitorial Supplies	5,000.00	2,793.58	2,206.42	55.9
510.54.00 Dues & Subscriptions	252.00	268.82	-16.82	106.7
510.64.01 Capital Outlay	149,749.00	28,144.26	121,604.74	18.8
543.00.00 Licenses & Fees	11,117.00	5,371.39	5,745.61	48.3
				55.0

Dept: 21 Law Enforcement

500.12.00 Regular Salaries	542,401.00	408,531.08	133,869.92	75.3
500.12.50 Holiday Pay	19,000.00	0.00	19,000.00	0.0
500.14.00 Salaries Overtime	30,300.00	21,003.82	9,296.18	69.3
500.15.00 Education Incentive Pay	6,600.00	4,850.00	1,750.00	73.5
500.15.01 First Responder	7,920.00	4,375.00	3,545.00	55.2
500.21.00 FICA Taxes - Employer Portion	46,376.00	32,735.81	13,640.19	70.6
500.22.02 Police Pension	292,640.00	233,592.82	59,047.18	79.8
500.22.20 Retirement Town Employees	2,828.00	1,959.45	868.55	69.3
500.23.01 Health Insurance	55,227.00	58,939.89	-3,712.89	106.7
500.23.02 Life Insurance	2,255.00	2,021.17	233.83	89.6
500.23.10 Statutory AD&D	1,000.00	594.00	406.00	59.4
500.24.00 Workers Compensation	12,500.00	12,500.00	0.00	100.0
500.25.00 Unemployment Compensation	600.00	439.17	160.83	73.2
520.31.00 Professional Services	680.00	450.00	230.00	66.2
520.34.40 Dispatching Services	17,756.00	16,938.09	817.91	95.4
520.40.00 Travel & Meetings	540.00	977.52	-437.52	181.0
520.41.10 Communication Services	1,020.00	862.75	157.25	84.6
520.46.10 Office Equipment Maintenance	3,000.00	2,067.63	932.37	68.9
520.46.15 Equipment Maintenance	2,000.00	1,991.70	8.30	99.6
520.46.16 Radar Calibration	1,000.00	419.50	580.50	42.0
520.46.20 Vehicle Maintenance	13,000.00	2,661.93	10,338.07	20.5
520.48.00 PROMOTIONAL ACTIVITIES	1,800.00	442.67	1,357.33	24.6

520.48.50	Crime Prevention	1,100.00	1,044.18	55.82	94.9
520.49.99	Miscellaneous	100.00	0.00	100.00	0.0
520.52.00	Uniforms	7,350.00	2,351.69	4,998.31	32.0
520.52.05	Protective Gear	8,100.00	3,491.84	4,608.16	43.1
520.52.50	Gas & Oil	13,000.00	8,508.24	4,491.76	65.4
520.52.70	Medical	500.00	339.87	160.13	68.0
520.52.90	Operating Supplies	3,420.00	2,184.38	1,235.62	63.9
520.54.00	Dues & Subscriptions	450.00	492.37	-42.37	109.4
520.54.10	Training & Schools	3,500.00	2,494.29	1,005.71	71.3
520.64.01	Capital Outlay	45,700.00	18,109.85	27,590.15	39.6
520.71.00	Principal Retired	22,543.00	22,543.00	0.00	100.0
520.72.00	Interest Expense	1,719.00	1,716.83	2.17	99.9
543.00.00	Licenses & Fees	12,762.00	4,510.71	8,251.29	35.3
					74.2

Dept: 22 Fire Control

500.12.00	Regular Salaries	38,422.00	28,077.85	10,344.15	73.1
500.14.00	Salaries Overtime	0.00	110.83	-110.83	0.0
500.21.00	FICA Taxes - Employer Portion	2,939.00	2,750.19	188.81	93.6
500.22.20	Retirement Town Employees	3,254.00	2,264.91	989.09	69.6
500.23.01	Health Insurance	4,489.00	3,772.43	716.57	84.0
500.23.02	Life Insurance	162.00	56.30	105.70	34.8
500.23.10	Statutory AD&D	165.00	165.00	0.00	100.0
500.24.00	Workers Compensation	6,000.00	5,276.75	723.25	87.9
500.25.00	Unemployment Compensation	123.00	36.60	86.40	29.8
520.31.00	Professional Services	104,000.00	26,234.45	77,765.55	25.2
520.34.40	Dispatching Services	5,000.00	3,750.00	1,250.00	75.0
520.35.00	PRE-EMPLOYMENT EXPENSE	3,380.00	1,079.00	2,301.00	31.9
520.40.00	Travel & Meetings	500.00	177.78	322.22	35.6
520.41.10	Communication Services	1,200.00	1,015.00	185.00	84.6
520.46.15	Equipment Maintenance	4,077.00	2,203.58	1,873.42	54.0
520.46.20	Vehicle Maintenance	23,050.00	13,626.94	9,423.06	59.1
520.48.55	Fire Prevention	2,820.00	3,297.00	-477.00	116.9
520.51.00	Office Supplies	300.00	538.85	-238.85	179.6
520.52.00	Uniforms	5,150.00	3,869.56	1,280.44	75.1
520.52.02	S.C.B.A.	1,750.00	0.00	1,750.00	0.0
520.52.05	Protective Gear	3,780.00	799.39	2,980.61	21.1
520.52.10	Janitorial Supplies	750.00	43.77	706.23	5.8
520.52.20	Tools & Hardware	1,500.00	196.95	1,303.05	13.1
520.52.50	Gas & Oil	2,100.00	1,312.13	787.87	62.5
520.52.70	Medical	700.00	501.53	198.47	71.6
520.54.00	Dues & Subscriptions	360.00	72.00	288.00	20.0
520.54.10	Training & Schools	6,750.00	1,982.81	4,767.19	29.4
520.54.12	Training Materials	800.00	125.70	674.30	15.7
520.64.01	Capital Outlay	86,500.00	0.00	86,500.00	0.0
520.71.00	Principal Retired	42,152.00	42,151.42	0.58	100.0
520.72.00	Interest Expense	6,311.00	6,309.64	1.36	100.0
543.00.00	Licenses & Fees	12,366.00	6,621.60	5,744.40	53.5
					42.7

Dept: 29 Code Enforcement

500.12.00	Regular Salaries	13,312.00	8,008.00	5,304.00	60.2
500.21.00	FICA Taxes - Employer Portion	1,018.00	612.60	405.40	60.2
500.22.20	Retirement Town Employees	1,128.00	655.26	472.74	58.1
500.23.10	Statutory AD&D	53.00	0.00	53.00	0.0
500.24.00	Workers Compensation	166.00	0.00	166.00	0.0
500.25.00	Unemployment Compensation	43.00	7.99	35.01	18.6
520.40.00	Travel & Meetings	35.00	0.00	35.00	0.0
520.45.03	Auto Insurance	124.00	0.00	124.00	0.0
520.46.20	Vehicle Maintenance	250.00	0.00	250.00	0.0
520.51.00	Office Supplies	100.00	0.00	100.00	0.0
520.51.10	Postage	350.00	81.41	268.59	23.3

520.51.20	RECORDING COSTS	120.00	45.50	74.50	37.9
520.52.00	Uniforms	75.00	69.00	6.00	92.0
520.52.50	Gas & Oil	150.00	218.98	-68.98	146.0
520.54.10	Training & Schools	100.00	0.00	100.00	0.0
					57.0
Dept: 41 Public Works					
500.12.00	Regular Salaries	155,000.00	110,644.26	44,355.74	71.4
500.14.00	Salaries Overtime	2,000.00	1,967.13	32.87	98.4
500.21.00	FICA Taxes - Employer Portion	11,858.00	8,985.93	2,872.07	75.8
500.22.20	Retirement Town Employees	13,129.00	9,103.37	4,025.63	69.3
500.23.01	Health Insurance	16,115.00	12,596.68	3,518.32	78.2
500.23.02	Life Insurance	180.00	177.30	2.70	98.5
500.23.10	Statutory AD&D	159.00	159.00	0.00	100.0
500.24.00	Workers Compensation	2,000.00	1,153.25	846.75	57.7
500.25.00	Unemployment Compensation	496.00	117.69	378.31	23.7
530.34.10	Janitorial Service	0.00	1,159.00	-1,159.00	0.0
530.34.91	Landscaping	5,000.00	4,409.77	590.23	88.2
530.40.00	Travel & Meetings	200.00	0.00	200.00	0.0
530.43.00	Street Lights	0.00	3,675.77	-3,675.77	0.0
530.43.50	Dump Service	2,000.00	500.00	1,500.00	25.0
530.46.12	Maintenance Supplies	7,000.00	348.57	6,651.43	5.0
530.46.15	Equipment Maintenance	4,000.00	1,279.07	2,720.93	32.0
530.46.20	Vehicle Maintenance	3,438.00	6,841.85	-3,403.85	199.0
530.46.30	Building Maintenance	5,000.00	4,598.74	401.26	92.0
530.46.31	Maintenance Old Town Hall	1,000.00	160.12	839.88	16.0
530.46.32	Ryckman House	2,000.00	221.00	1,779.00	11.1
530.46.34	Maintenance Ryckman Park	0.00	3,773.59	-3,773.59	0.0
530.46.35	Pier Maintenance	2,000.00	685.74	1,314.26	34.3
530.46.37	Maintenance Ocean Park	0.00	3,145.75	-3,145.75	0.0
530.46.40	Grounds Maintenance	15,000.00	8,218.46	6,781.54	54.8
530.52.00	Uniforms	1,300.00	639.63	660.37	49.2
530.52.05	Protective Gear	600.00	601.79	-1.79	100.3
530.52.20	Tools & Hardware	2,600.00	2,016.09	583.91	77.5
530.52.25	TOOL RENTALS	3,000.00	611.10	2,388.90	20.4
530.52.50	Gas & Oil	2,900.00	2,515.48	384.52	86.7
530.53.10	Street Repair	3,000.00	4,007.16	-1,007.16	133.6
530.53.20	Street Signs	3,000.00	3,561.10	-561.10	118.7
530.54.10	Training & Schools	1,500.00	224.80	1,275.20	15.0
530.57.25	Welding	0.00	57.25	-57.25	0.0
530.64.01	Capital Outlay	44,500.00	40,952.26	3,547.74	92.0
530.71.00	PRINCIPAL RETIRED	11,592.00	11,592.00	0.00	100.0
530.72.00	Interest Expense	864.00	862.77	1.23	99.9
					78.0
Dept: 72 Parks & Recreation					
570.46.42	Park Beautification	1,600.00	1,667.30	-67.30	104.2
570.46.43	Tree Expense	0.00	400.00	-400.00	0.0
570.48.10	Founder's Day	5,000.00	782.14	4,217.86	15.6
570.48.50	Movies In The Park	1,400.00	830.00	570.00	59.3
570.48.52	Fourth of July	500.00	0.00	500.00	0.0
570.48.53	Christmas Decorations Park	250.00	1,368.10	-1,118.10	547.2
570.48.60	Easter Egg Hunt	50.00	0.00	50.00	0.0
570.63.01	Tennis Court Expenditures	500.00	0.00	500.00	0.0
570.63.02	BBall & VBall Courts	2,000.00	633.92	1,366.08	31.7
570.63.05	Bocce Court Expenditures	500.00	0.00	500.00	0.0
					48.1
Total Expenditure Rate:					68.1

For the Period: 10/1/2019 to 6/30/2020

Target Expenditure Rate: 75%

Expenditures

Fund: 125 - Building Dept

Dept: 24 Protective Inspections

	Original Bud.	YTD Actual	UnencBal	% Bud
500.12.00 Regular Salaries	73,284.00	50,202.75	23,081.25	68.5
500.14.00 Salaries Overtime	0.00	297.94	-297.94	0.0
500.21.00 FICA Taxes - Employer Portion	5,606.00	3,700.39	1,905.61	66.0
500.22.20 Retirement Town Employees	6,207.00	4,277.46	1,929.54	68.9
500.23.01 Health Insurance	16,301.00	15,375.52	925.48	94.3
500.23.02 Life Insurance	136.00	101.34	34.66	74.5
500.25.00 Unemployment Compensation	235.00	50.52	184.48	21.5
520.31.00 Professional Services	107,679.00	59,445.84	48,233.16	55.2
520.31.20 DRAINAGE SITE PLAN REVIEW	0.00	1,982.88	-1,982.88	0.0
520.40.00 Travel & Meetings	0.00	78.88	-78.88	0.0
520.51.00 Office Supplies	400.00	178.96	221.04	44.7
520.51.10 Postage	30.00	0.00	30.00	0.0
520.52.00 Uniforms	50.00	33.00	17.00	66.0
520.52.20 Tools & Hardware	60.00	0.00	60.00	0.0
520.54.00 Dues & Subscriptions	125.00	0.00	125.00	0.0
520.64.01 Capital Outlay	6,000.00	0.00	6,000.00	0.0
581.00.00 TRANSFER OUT	18,000.00	9,000.00	9,000.00	50.0
				61.8

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
EAB projects for 2020	2/5/2020		6/17/2020	Commission	EAB/TM
DATE	DIRECTION/NOTES				
6/17/2020	Will be taken up in budget meetings. Closed.				
6/3/2020	TM received list. Will speak to EAB and update at June RTCM.				
4/15/2020	April RTCM cancelled. TM said EAB provided a list of projects that include: FIT Internship, Web Development, Refreshment for events, Native plant funding for end of the Lagoon streets, water bottle refill station in Ryckman Park, Signage that enforces the "Environmental Green Policy" (aka no single-use plastics in the park), Use of Compost at Fertilizer in Ryckman Park, Rain Gardens on Ocean Avenue.				
2/5/2020	The Commission asked for EAB to provide them with a list of their projects for 2020 for budgeting purposes.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Town Manager Evaluation	3/18/2020		6/17/2020	Commission	Town Manager
DATE	DIRECTION/NOTES				
6/17/2020	Four of Five Commissioners submitted evaluations. Closed.				
6/3/2020	Mayor asked Commission to turn in remaining evaluations by June RTCM				
5/14/2020	TM has received two evaluations.				
3/18/2020	Complete TM evaluation.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Investigate grant opportunities for water retention along Oak and County roads	3/6/2019		6/17/2020	Vice Mayor Hoover	Town Manager
DATE	DIRECTION/NOTES				
6/17/2020	This item will be addressed as part of Orange repaving. Closed				
3/18/2020	TM will look into possibility of land purchase as done in Indialantic & possible grants. Discuss again at June RTCM.				
2/19/2020	NO TM report. Vice Mayor Hoover suggested she contact Amy Johnson at SJRWMD. The Town Manager will update the Commission at the March RTCM.				
12/18/2019	Town Manager Mascaro is confident she will get feedback regarding potential grants.				
11/20/2019	TM to contact Sarah Krum about grant opportunities. If there are still no leads or information, the Commission may consider closing this item.				
10/16/2019	TM said there is a grant opportunity for which we can make a submission that is due November 5th. It is with the Indian River Lagoon for stormwater and planted shoreline. There's also a portion of funding used for the removal of septic systems, we still have some in Town.				

9/18/2019	TM did not bring notes on this subject to the meeting. Move discussion to October RTCM.				
8/21/2019	No progress on this item. Move discussion to September RTCM.				
7/17/2019	The Mayor said what the Town desired is for the County create a retention area along Oak to prevent water from draining to Harbor East. The PW Supervisor said the trenches at Ocean Park and on 2nd/Pine have been very successful in redirecting water and he thinks the same process could work along Oak. Vice Mayor Hoover said he'd like to know what the County would be willing to do to prevent runoff to MB. Commissioner Walters said that the County has control of Oak Street. Bottom line: What can Brevard County do to dissipate water before it reaches MB. TM to contact Sara Krum.				
6/26/2019	Neither the Interim Town Manager nor the Public Works Supervisor has been able to get in touch with Bach McClure, Stormwater Program Administrator - Brevard County. They will continue their efforts.				
5/15/2019	Town Manager is meeting with rep from Department of Natural Resources				
4/18/2019	Further research required to determine what structural issue is creating the excess runoff. TM to meet with a representative from the Department of Natural Resources to discuss further.				
3/20/2019	VM Hoover said that the 2 best resources for possible grants are SJRWMD and SOIRL. Comm. Runte will resend grant opportunity information.				
3/6/2019	The Vice Mayor wants the Town to explore grant opportunities and funding/workshare/siting coordination with Brevard County to develop retention areas. These areas would help lessen the amount water flowing into the Harbor East canals.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Create a special event permit for restaurants to have additional outdoor seating/signage	5/20/2020		6/17/2020	Comm. Hoover	Staff
DATE	DIRECTION/NOTES				
6/17/2020	No special permits have been requested. After discussion, item was closed.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Collaborate w/Indialantic to make joint request to FDOT for reduction in speed limit on A1A to 35mph	5/20/2020	7/15/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
6/17/2020	Indialantic is in agreement. TM contacted FDOT and was asked to attend speed management workshop. Update at July RTCM.				

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Stormwater mgmt. master plan & implementation	9/27/2017	7/15/2020		Comm. Hoover	Staff
DATE	DIRECTION/NOTES				
6/3/2020	TM said study results have been received and she will present at June RTCM				
4/15/2020	4/15/2020 RTCM Cancelled.				
1/15/2020	Waiting for the study results from ECFRPC that are expected in June 2020.				
9/18/2019	TM is hoping to receive more FEMA reimbursement money in 90 days. Vice Mayor would like to wait for June 2020 study before readdressing this subject. To be "touched" in January 2020 to ensure forward movement of ECFRPC study.				
8/21/2019	Town Manager Mascaro said we haven't received enough FEMA reimbursement to give B.S.E. the go ahead to work on a plan. VM Hoover said wait until we receive results from ECFRPC and then have them collaborate with B.S.E.				
6/26/2019	The FEMA money has not been received. Commission consent to revisit at August RTCM.				
2/12/2019	The engineer, Finance, and the TM have recommended not moving forward for financial reasons until FEMA reimbursements have been received. Request review in June, 2019.				
12/19/2018	Commission decided to move this out until April 2019				
12/10/2018	The master plan will be worked on at a later date after current projects have been completed.				
11/9/2018	Meeting moved to December 5, 2018				
10/17/2018	BSE to discuss at November 7th Workshop				
10/11/2018	BSE will start on the updates to the master plan once the current projects are completed and Cherry at Rosewood is analyzed.				
9/12/2018	A new roadway collapse happened at Rosewood and Elm which will start repairs on Monday 9/17/2018.				
8/9/2018	The original project at Rosewood and Dogwood is complete. Three underground drains are being installed because of the high water table at the location.				
7/18/2018	Town Manager was tasked with getting a Master Stormwater Plan from B.S.E. with associated cost.				
7/13/2018	The project started this week on Rosewood at Dogwood and the project on Oak south of Cherry will start on July 19, 2018.				
6/14/2018	Two project bids are on the agenda for the June RTCM as well as the approval for Andrews.				
5/10/2018	Public Works crew completed surface trench work on Third Ave at the River for the storm water sewer.				
5/9/2018	RFP was advertised for two projects, Oak south of Cherry and Rosewood at Dogwood with scheduled bid opening for May 24th.				
4/25/2018	Video equipment could not be utilized due to severe blockage in pipe on Andrews Drive. The Vacuum truck worked for six hours and was not able to remove the entire blockage. BSE will meet with the Town during week of May 14th to discuss options.				
4/12/2018	Received communication on Andrews Drive project that the surface drainage solution would not work due to the amount of water that needed draining. The existing pipe will be videotaped and forwarded to BSE. The remaining Tier one projects are				

	progressing and we should have some answers week of 4/16. The baffle boxes are scheduled for cleaning on April 25 and 26. Public Works will be repairing a surface outflow on Third Avenue at the River.				
2/22/2018	Communication to BSE relaying the approval and requesting a time-line.				
2/21/2018	Commission approved \$28,800 for engineering services to BSE for the 5 priority locations. The Commission also authorized up to 18 hours of engineering fees to BSE to review new material and documents from the former engineer.				
1/17/2018	Vote granted B.S.E. up to 10 hours to evaluate the spots located at Rosewood/Dogwood, Oak/Cherry and Andrews in order for them to develop remediation plan.				
1/10/2018	B.S.E. reviewed boxes of new material and requested material from our last engineering firm. It was to be voted on at the 1/17/18 meeting how many hours we would grant B.S.E. to work on the three hotspots in Town				
12/20/2017	B.S.E. is modifying the quote presented at the 12/6/17 meeting based on new material received from the Town that needs to be reviewed. Will present new findings at 1/10/18 Workshop.				
11/15/2017	At the December 6th Workshop, our engineering consultant, B.S.E., will be present to discuss the Town's stormwater issues.				
10/18/2017	The Commission agreed by consensus to discuss stormwater management at the November 1, 2017 Workshop.				
9/27/2017	In tandem with Commissioner Hoover's comprehensive plan for safe pedestrian and bike routes, a stormwater plan needs to be implemented. The Commission agreed by consensus to place this on the Action List.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Street Paving/Repaving Plan	5/6/2020	7/15/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
6/20/2020	RFP Bids will be presented at July RTCM				
6/3/2020	Commission asked for long term plan. TM will present findings at June RTCM.				
4/15/2020	RTCM Cancelled. 5/2020: TM said she received ballpark estimates from Commissioner Runte and BSE.				
02/26/2020	The TM and PWS toured the streets that were slated for pavement. Scott Glaubitz advised that several of the streets did not need to be paved just patched. Mr. Glaubitz was not concerned about the road depression on Cherry and Rosewood. The TM was advised to save the money set aside for paving this year and patch. The larger much more expensive project will be the major curb replacement and repaving of Orange.				
2/19/2020	The TM said she talked to Scott Glaubitz about the roads but hasn't heard back from him. Item being moved out to March RTCM.				
1/15/2020	The PW Supervisor and Town Manager are meeting with B.S.E. in February; they don't want to spend money on paving until the road is evaluated.				
7/17/2019	PW Supervisor showed on a map where the next block of paving will take place. It's on the north end of Town and spans 2.84 miles, is contiguous and is in an area where there are no upcoming stormwater projects. More preventive maintenance should be performed such as sealing cracks to stop water intrusion and sealing the roads. Mayor Simmons suggested working with Indialantic when repaving contiguous areas.				

6/26/2019	The PW Supervisor developed a map for the north, central and south sections of Town and is working on giving the roads grades determined by their condition. The budget has enough for 3 miles of paving and the areas paved should be contiguous. PW Supervisor to report back in July.				
5/15/2019	Interim Town Manager and the PW Supervisor are breaking the roads into contiguous zones and putting those zones in order of condition. Looking to pave 3-5 miles of roads during FY 19/20.				
4/18/2019	TM said cost for one mile of paving will be approximately \$66,000 but it will depend on depth and if millings will be needed.				
4/10/2019	BSE to review past paving plan. They will see if we can piggyback onto Brevard County's contract with VA Paving.				
2/13/2019	Request delay until April 2019.				
1/16/2019	Town Manager is working with BSE to determine the order in which the roads should be paved based on condition.				
1/11/2019	BSE is scheduled to meet with the TM the week of 1/14/2019.				
10/17/2018	TM suggested working with our other approved engineering firm, Bowman Consulting, since they have expertise on this topic.				
10/11/2018	10/11/2018: Research is starting on replacement and preservation of our roadways.				
7/18/2018	Decide on one mile of paving or two miles of paving in FY 19/20				
6/20/2018	RFP bids to be presented at 7/18/2018 meeting				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Beach Access Parking	8/17/2019	7/15/2020		Mayor Simmons	Town Manager
DATE	DIRECTION/NOTES				
6/3/2020	TM presented proposals to Commission for resident decals and paid parking kiosks at Ocean Park. During STCM the Commission voted for resident-only (free) decal parking at end of street beach accesses – and resident-only (free) decal street parking in the "Golden Triangle" area, with no visitor passes. The Commission approved Kiosk paid parking at both Ocean and Ryckman Park and further discussion regarding the amount that will be charged will be discussed at June RTCM.				
5/20/2020	TM presented survey results. Commission voted to ask TM to get proposal for resident decals in the “Golden Triangle area; a proposal for paid parking at Ocean Park with budget costs including the potential effect on the PD; and a proposal for decal-only parking at end of street beach access for residents w/limited number for guests. Commission asked that these items be presented at the June TCM.				
5/6/2020	TCW Cancelled.				
4/15/2020	RTCM Cancelled.				
3/18/2020	To be discussed at May TCW				
3/13/2020	Original presentation at the March RTCM being rescheduled due to scheduling issue with Adam Meyers, who completed the data compilation. Date TBD				
2/19/2020	The deadline for accepting surveys was February 18th. The data has been compiled and graphs are being designed for presentation at the March RTCM.				

12/18/2019	The Commission voted 4-1 (Comm. Walters dissenting) to send the survey to residents in mid-January giving them 30 days to respond.				
11/20/2019	An update to the Beach parking survey was presented and discussed at this meeting. The matter was tabled until the December 18th meeting so input from the absent Commissioners could be heard.				
11/6/2019	At the November Workshop, the Commission discussed further what the survey should accomplish and how it should be structured (similar in format to the Beachcomber). The Commission agreed that on-street parking should be addressed first followed by a breakdown of expenses and potential income. An updated draft survey will be presented at the November 20th RTCM.				
10/16/2019	The Commission consented to having the Town Manager present a draft of the proposed survey at the November Workshop				
9/18/2019	This was discussed at the 9/4 Workshop. Mayor Simmons provided a compilation of the comments he received regarding this matter and they were varied. We need to spell out to the residents why we are considering paid parking in different sections of Town. A survey should be developed that outlines the 3 options under consideration and why each one is being considered. Resident, end of street and Ocean Park parking should be presented as separate issues and presented to the residents in some fashion starting with identifying potential challenges. It's important for residents to know that the funds raised from the kiosks can only be used for OP maintenance. Public input is essential.				
8/21/2019	The Town Manager reported what she had found out about parking kiosks. She talked to 3 vendors and 1 of them gave her a price of \$6,800 - \$7,000 per kiosk. Payment can be made using several methods, upgrades are easy, fee amounts can be changed and there are a couple methods of enforcement. Bottom line, the kiosk can be tailored to our needs. Mayor Simmons said the project would have to be done concurrently with the resident only, end of street/street parking plan. The funds generated from kiosk parking must go back into improvements and maintenance of Ocean Park. The Town Manager will gather more information and this topic will be readdressed at the September 4th Workshop.				
8/17/2019	After considerable discussion, the Commission tasked the Town Manager with contacting the State of Florida to determine if we can charge for parking at Ocean Park, research parking kiosks, ask Indialantic how their meters affect businesses, develop a plan to designate resident only parking at beach accesses. Parking passes for street parking (one side only) will be revisited at the 8/21/2019 meeting.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Charging Stations	11/20/2020	7/15/2020		Mayor Simmons	EAB/TM
DATE	DIRECTION/NOTES				
6/17/2020	TM scheduled electricians Wednesday. First parking spot for bikes and two for charging stations. Update July RTCM				
6/3/2020	Commission asked TM to contact Tesla to see what they have to offer and share information at June RTCM.				
5/6/2020	May TCW Cancelled.				
3/18/2020	Commission suggested TM get with Tesla to see what they may offer - including getting one at no cost. To be discussed again at May TCW.				
3/13/2020	TM should receive recommendations from EAB on charging stations after the 3/25/2020 meeting.				

11/20/2019	Because of the holidays, the EAB won't be meeting until the end of January at which time they will be notified of the request for them to look into charging stations. They will hopefully have some input for the March 2020 RTCM.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Employee 6-month Evaluations	3/18/2020	7/15/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
4/15/2020	RTCM cancelled.				
5/14/2020	TM said she had received only about half of the evaluations.				
6/3/2020	Commission moved this item to the July RTCM.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Code Enforcement Magistrate	8/21/2019	7/15/2020		Mayor Simmons	Town Manager & Town Attorney
DATE	DIRECTION/NOTES				
6/3/2020	TA said first reading will be at July RTCM.				
3/18/2020	TA moved this item to May RTCM. Attorney plans on First Read June 2020.				
2/19/2020	The Town Attorney said he will have a draft Ordinance at the March RTCM.				
1/15/2020	The Town Attorney asked that this be moved out another month.				
11/20/2019	This item relates to the ordinance change and not the Special Magistrate agreement that will be revisited by the Commission at the December RTCM. The Town Attorney asked that this be moved out to January 2020.				
9/18/2019	TA Repperger said a code change will be required to change from Code Board to Special Magistrate enforcement. The Commission consented to having the TA move forward with writing an ordinance. The Mayor asked the TM to get in touch with the Code Board members, as a courtesy, to let them know the Commission is thinking about a Special Magistrate.				
8/21/2019	Town Attorney Repperger and Town Manager Mascaro weighed in on the efficiency of having a Special Magistrate instead of a Code Board; a Magistrate would streamline the process. The cost could be assessed to the resident and the Code would have to be changed. The cost runs between \$125 and \$150 per hour. The Town Manager was tasked with presenting options to the Commission about the handling of code hearings.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
ADA Compliance	3/20/2019	7/15/2020		Commission	Town Clerk
DATE	DIRECTION/NOTES				
6/3/2020	The TC (who is new) reported that ADA compliance cannot be achieved in a short-time frame – but rather – is part of a long-term goal that could take between 6 – 12 months to implement. The TC will give updates to the Commission on the progress made. Next update scheduled for July RTCM.				

4/15/2020	RTCM Cancelled. TC and AA received training and TC implemented new Agenda platform. TC and AA received ADA training and continue to work on ADA compliance.				
2/19/2020	Software installation/training isn't happening until April so with luck, our April RTCM packet will be generated utilizing the new Granicus Peak software. This isn't going to solve our ADA issues but it will allow for the cover page and compliant memo's, etc., to be available online.				
12/18/2019	The Town Clerk reported that nothing has really changed regarding solutions to the ADA issue. Having a notice on the website saying we are updating our site to be compliant is now sufficient to fend off lawsuits. After our new agenda software is up and running, the TC will see how feasible it is to upload agenda packets (or partial packets). Currently, agendas and minutes are on the website and she'll be working on modifying the last 2 to 3 years of resolutions and ordinances for placement on the Town's website.				
6/26/2019	Estimates received for closed captioning would cost about \$16,000/year. Commission meeting audio is available at Soundcloud.com. The problem still lies with the uncertainty involved in being 100% compliant; nobody quite knows how to determine compliance.				
4/18/2019	Town Clerk is working with other municipalities to determine the best way to deal with compliance. There isn't a clear understanding of a protocol to follow and many entities that thought they are compliant are not. If the information is available to non-disabled people on a website but not available to disabled people, a lawsuit can be filed. If the information is not posted at all, we stand a better chance of not being targeted.				
3/20/2019	The TC reported that many counties and municipalities have been sued because their sites aren't ADA compliant. She disabled a lot of the files on our website and is researching what will be needed for us to be 100% compliant as we add content and as we republish older content.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Comprehensive plan for safe pedestrian and bike routes	9/27/2017	8/19/2020		Vice Mayor Hoover	Town Manager
DATE	DIRECTION/NOTES				
6/17/2020	Study didn't find any new walkways/bike paths. TM asked to investigate other option like stenciling/painting roads. Update August RTCM				
3/18/2020	Study will be completed in June.				
7/17/2019	The awarded grant funds a study that will be completed by June 2020. To be revisited at the March RTCM.				
7/1/2019	The Opportunity for Green Infrastructure Adaptation Planning grant was awarded in the amount of \$39,500				
4/18/2019	Waiting for grant award notification				
4/11/2019	Paperwork was submitted for this grant on 1/31/2019. If granted, funds (\$39,500) will be used to develop a plan as to how				

	MB could improve stormwater management, improve water quality and provide recreational/aesthetic amenities in light of future climate conditions such as sea level rise. Work would begin on July 1, 2019 if we are awarded the grant.				
3/20/2019	TM will research to determine if previous TM submitted paperwork for this grant.				
2/12/2019	Town applied for a Florida DEP resiliency planning grant on January 31, 2019 in partnership with the Eastern Central Florida Planning Council and are awaiting word as to our acceptance.				
1/11/2019	There is a planning grant on the January RTCM agenda.				
8/9/2018	This will be a long-term project as funding and development of a trail way must be completed. Request review in January, 2019.				
7/13/2019	TM Daniels is attending a meeting on Bike trails on July 18, 2018.				
9/27/2018	In lieu of moving forward with the Safe Routes to School grant program, Commissioner Hoover recommended that the Town focus their energy on a more comprehensive plan with emphasis placed on stormwater management. The Commission agreed by consensus to his suggestion and to add this item to the Action List.				
5/7/2018	Currently there are no grant programs for this project. Some possibilities are to install sidewalks in conjunction with some stormwater replacement in some areas like Andrews Drive.				
3/30/2018	Bicycle safety was addressed as it relates to safe routes to school and A-1-A at a meeting with FDOT and SCTPO. Unfortunately without funding from DOT, the money necessary for sidewalks puts this project in the future. Hearing that FDOT does not expect any grant opportunities in the future, one option is to include sidewalks/bicycle paths in any stormwater sewer project.				
2/21/2018	2/21/2018: Commissioner Hoover and TM Daniels have been told a meeting with FDOT will be scheduled towards the end of this week.				
1/17/2018	Town Manager Daniels is meeting with FDOT during the week of January 21.				
12/20/2017	Town Manager Daniels will meet with DOT after the holiday.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Establish Salary Ranges	7/17/2019	8/19/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
6/17/2020	Commission pushed this item to the August RTCM				
3/18/2020	TM presented Salary Survey to Commission. Further discussion pushed to June RTCM.				
3/4/2020	Town Manager presented salary survey (all positions) at workshop. Suggestions made to eliminate some towns used for comparison purposes. The updated data will be used to present to the Commission at the RTCM on 3/18/2020.				
2/19/2020	The Town Manager gave the Commission a copy of salary ranges from neighboring communities to be used as guidelines. Salary ranges still need to be created for MB employees and will be discussed further at the March Workshop.				
1/5/2020	The Town Manager asked that this be moved out another month.				
7/17/2019	Town Manager to conduct research and provide a salary range for each job in the Town.				

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
FDOT traffic light stanchion maintenance	2/19/2020	8/19/2020		Commissioner Walters	PW Supervisor
DATE	DIRECTION/NOTES				
6/3/2020	PW Supervisor said Town is on the wait list. Commission pushed item to August RTCM.				
4/15/2020	April RTCM cancelled. PWS submitted request to FDOT.				
2/19/2020	Commissioner Walters said the traffic light stanchions on Ocean Avenue are in need of serious maintenance. The PW Supervisor is going to contact DOT and will have an update at the March RTCM. The project is likely to take a long time to complete.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Sheds on Corner Lots	11/20/2019	8/19/2020		Commission	Town Attorney
DATE	DIRECTION/NOTES				
6/3/2020	April P&Z cancelled. TA will send to July P & Z and bring back to August RTCM.				
3/18/2020	Commission moved to send to P & Z and revisit at June RTCM.				
3/4/2020	Presented at workshop. Commission moved 4/1/2020 workshop.				
2/19/2020	The Town Manager is contacting the Town Planner about this matter in order to address it further at the Planning & Zoning meeting on February 3rd, prior to the Workshop.				
12/18/2019	The Town Planner and staff have some options to address this issue that will be presented to the Planning & Zoning Board in January at which point the matter will be brought back to the Commission.				
11/20/2019	A resident asked about the Code restriction related to the placement of sheds on corner lots. After Commission discussion, the issue was placed on the Action List to discuss and perhaps address at a later date.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Social Media Policy	6/3/2020	8/19/2020		Commission	Town Staff
DATE	DIRECTION/NOTES				
6/3/2020	Commission directed Town staff to create a social media policy for the Town.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Establish Facebook Pages	6/3/2020	8/19/2020		Commission	Town Staff
DATE	DIRECTION/NOTES				
6/3/2020	Commission directed Town staff to establish a plan for Facebook page management				

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Research availability & compensation for Bld. Off.	1/15/2020	9/16/2020		Commission	Town Manager
DATE	DIRECTION/NOTES				
3/18/2020	TM presented salary data and starting search. Mayor said salary can't exceed \$95,000. Further discussion September RTCM				
3/4/2020	Town Manager presented salary survey at workshop. Some towns eliminated for comparison purposes. The data for Building Officials will be used to present to the Commission at the RTCM on 3/18/2020.				
2/19/2020	The Town Manager talked to somebody who was interested in the job but in a matter of days, accepted a job in Rockledge. Compensation is less than they all thought. A former employee, Rob Perry, is now working for Safebuilt and will be working for us on Wednesdays until Ken (the building inspector) returns.				
1/15/2020	The Commission approved the Safebuilt contract for one more year (5-0). Because Marc Meyers is retiring soon and their rates will be raised next renewal period, the Commission tasked the Town Manager with doing a salary survey for Building Officials and to determine availability.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Fire Tax Briefings	6/26/2019	2/3/2021		Commission	Town Manager
DATE	DIRECTION/NOTES				
2/5/2020	The Commission push out item until they can determine effectiveness of stipend plan				
12/18/2020	The Commission decided this should be discussed at the February 2020 Workshop.				
10/21/2019	Survey regarding fire services and a referendum on ballot to be discussed at workshop.				
8/21/2019	FD present options at Workshop. Comm discuss fire tax/dedicated department fund.				
6/26/2019	TM to get information regarding fire taxes so Commission to make an educated decision				