

RESOLUTION NO. 2025-05

A RESOLUTION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, ESTABLISHING A TECHNOLOGY ADVISORY BOARD TO MAKE RECOMMENDATIONS TO THE TOWN COMMISSION; PROVIDING FOR ITS DUTIES, RESPONSIBILITIES, MEMBERSHIP, AND MEETINGS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Town of Melbourne Beach Town Charter Section 3.12 provides that the Town Commission may establish advisory boards to make recommendations to the Town Commission as the Town Commission deems advisable; and

WHEREAS, pursuant to Town of Melbourne Beach Town Charter Section 3.12, the Town Commission desires to establish a Technology Advisory Board to serve in an advisory capacity to the Town Commission; and

WHEREAS, the Town Commission believes it is in the best interest of the community to create the Technology Advisory Board to review technology-related items assigned to it by the Town Commission and to provide recommendations to the Town Commission.

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

Section 1. Legislative Findings and Intent. The above recitals are true and correct and incorporated herein.

Section 2. Creation of Technology Advisory Board; Composition and Qualifications. There is hereby created and established the Town of Melbourne Beach Technology Advisory Board (the "Board") consisting of five (5) members plus two (2) alternate members who are registered electors of the Town and have education, training, background, or experience which is pertinent to service on the Board. The alternate members will have a voice but not a vote in all Board deliberations, unless one or more regular members are absent, in which case the alternate members are authorized to vote in accordance with their designation as alternate member number one and alternate member number two, in that order.

Each member shall be a volunteer and may apply to be a member of the Board, subject to approval of the Town Commission. The members of the Board shall serve on the Board without compensation and shall not be reimbursed for travel, mileage, or per diem expenses for their Board service. The members of the Board shall serve at the pleasure of the Town Commission for a two-year term. Successor members and alternate members shall be appointed for a period of two-years whether for a new term or to replace a member whose term expired prematurely.

Section 3. Advisory Capacity. The powers and duties of the Board shall be solely of an advisory nature to the Town Commission and Town Manager. The Town Commission and Town

Manager shall assign tasks it deems appropriate to the Board and the Board shall meet as frequently as the Board determines necessary to meet completion dates for providing recommendation to the Town Commission and Town Manager.

Section 4. Rules of Procedure; Quorum. The Board shall utilize Robert's Rules of Order, most recent edition. At the first meeting of the Board, the Board shall select one of its members to serve as the Chairperson and another member to serve as the Vice-Chairperson. Three (3) members shall constitute a quorum for the transaction of the business of the Board. Official action shall be taken by the Board only upon the concurring vote of a majority of the members present at an official meeting of the Board.

Section 5. Mission; Duties. The mission of the Board is to assist the Town in reviewing technology related items before the Commission and provide recommendations to the Town Commission and Town Manager. Any necessary action of the Board shall be in the form of a written recommendation of the Board, signed by the Board Chairperson, and delivered to the Town Manager, who shall present the recommendation of the Board to the Town Commission.

Section 6. Effective Date. This Resolution shall become effective on April 16, 2025.


PASSED AND ADOPTED by the Town Commission of the Town of Melbourne Beach, Brevard County, Florida, at its regular meeting this 21st day of May, 2025.

ATTEST:



Amber Brown, CMC
Town Clerk

TOWN OF MELBOURNE BEACH,
FLORIDA, a Florida Municipal Corporation

By: 
Alison Dennington, Mayor

(TOWN SEAL)

