



TOWN OF MELBOURNE BEACH

REGULAR TOWN COMMISSION MEETING

APRIL 17, 2024

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Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING April 17, 2024 at 6:00 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

PUBLIC NOTICE AGENDA

**The Town Commission will conduct a Regular Town Commission Meeting
on Wednesday, April 17, 2024, in the Community Center
to address the items below**

Commission Members:

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Marivi Walker
Commissioner Adam Meyer

Staff Members:

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Town Clerk Amber Brown

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

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

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

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

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance and Moment of Silence**
4. **Meeting Agenda – Additions/Deletions/Changes**
5. **Consent Agenda**
 - A. Approval of the Regular Town Commission Meeting action minutes March 20, 2024
6. **Proclamations/Presentations/Awards**
 - A. Presentation by Town Attorney Ryan Knight
7. **Finance/Budget Report**
8. **Department and Board/Committee Reports**
 - A. Public Works Department
 - B. Building Department
 - C. Code Enforcement
 - D. Fire Department
 - E. Police Department
 - F. Town Clerk
9. **Public Comment (Non-Agenda Items)**

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.
10. **Public Hearings/Special Orders**
11. **Unfinished Business**
 - A. Consideration on ordinance language changes related to sheds – Building Official Robert Bitgood
 - B. Discussion on installing a children’s gaga ball pit – Commissioner Corey Runte
 - C. Discussion on prohibiting sleeping/camping in all zoned public places, vehicles, or any properties within Town limits – Vice Mayor Sherri Quarrie
12. **New Business**
 - A. Ordinance 2024-02 Repealing Ordinance 2023-02 Second Kitchens – First reading
**AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH,
BREVARD COUNTY, FLORIDA, REPEALING ORDINANCE
2023-02 IN ITS ENTIRETY; PROVIDING FOR SEVERABILITY;
AND PROVIDING FOR AN EFFECTIVE DATE.**
 - B. Consideration of a request from Planning and Zoning to review the maximum allowable size of accessory structures – Building Official Robert Bitgood
 - C. Consideration of a Bicentennial Park water feature – Vice Mayor Sherri Quarrie

D. Consideration to prepare an ordinance for tobacco free Brevard – Mayor Allison Dennington

13. Administrative Reports

- A. Town Attorney
- B. Town Manager

14. Commission Reports

15. Task List

16. Public Comment

17. Adjournment

Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING March 20, 2024 at 6:00 p.m. COMMUNITY CENTER - 509 OCEAN AVENUE

MINUTES

Commission Members:

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Marivi Walker
Commissioner Adam Meyer

Staff Members:

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Town Clerk Amber Brown

1. Call to Order

Mayor Alison Dennington called the meeting to order at 6:01 p.m.

2. Roll Call

Town Clerk Amber Brown conducted a roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Adam Meyer

Commission Members Absent

Commissioner Marivi Walker

Staff Members Present

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Finance Manager Jennifer Kerr
Building Official Robert Bitgood
Fire Chief Gavin Brown
Town Clerk Amber Brown

3. Pledge of Allegiance and Moment of Silence

Mayor Alison Dennington led the Pledge of Allegiance.

4. Meeting Agenda – Additions/Deletions/Changes – 1:21

Commissioner Adam Meyer made a motion to approve the agenda as is; Commissioner Corey Runte seconded; Motion carried 4-0.

5. Consent Agenda – 15:47

- A. Reappointment of Parks Board Member Lisa Kishegyi
- ~~B. Approval of the site plan for 526 Sunset Blvd – New home~~

Mayor Alison Dennington pulled Consent Agenda Item B and put it on New Business as Item G

Commissioner Adam Meyer made a motion to approve the Consent Agenda Item A; Commissioner Corey Runte seconded; Motion carried 4-0.

6. Proclamations/Presentations/Awards

- A. Fire Department presentation including a proclamation commemorating 33 years of dedicated volunteer service to the Town of Melbourne Beach provided by Retired Fire Lieutenant Stephen Stewart, the swearing in of two new State Certified Volunteer Firefighters Michael Bellucco and George Walters, and acceptance of a donation from the MBVFA – followed by a brief reception – 25:27

Town Clerk Amber Brown conducted a roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Adam Meyer

Commission Members Absent

Commissioner Marivi Walker

Staff Members Present

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Finance Manager Jennifer Kerr
Building Official Robert Bitgood
Fire Chief Gavin Brown
Town Clerk Amber Brown

- B. Presentation by Town Attorney Ryan Knight – 37:11
- C. Fiscal Year 2023 Financial Audit presented by James Moore – 50:56

7. Finance/Budget Report – 1:19:56

Commissioner Corey Runte made a motion to approve the finance report as presented; Vice Mayor Sherri Quarrie seconded; Motion carried 4-0.

8. Department and Board/Committee Reports – 1:25:27

- A. Public Works Department
- B. Building Department
- C. Code Enforcement
- D. Fire Department
- E. Police Department

F. Town Clerk

9. Public Comment (Non-Agenda Items) – 1:33:25

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.

Tina Coppock – 505 Avenue B

Chuck Cain – 309 Surf Rd

Steve Walters – 416 Sixth Ave

Frank LaGrassa – 412 First Ave

Mark McBride – 310 Second Ave

Ken Lebrato - 213 Cherry Dr

10. Public Hearings/Special Orders

11. Unfinished Business

- A. Consideration of pricing contract renewal with Waste Pro – Town Manager Elizabeth Mascaro – 1:54:14

Daniel Robson from Waste Pro spoke about the contract and services.

Vice Mayor Sherri Quarrie made a motion to extend the waste pro contract, Commissioner Corey Runte seconded;

Steve Walters - 416 Sixth Ave

Tina Coppock – 505 Avenue B

Scott Jones - 309 Fifth Ave

Frank LaGrassa – 412 First Ave

Motion carried 3-1 with Commissioner Adam Meyer dissenting

- B. Consideration of a volunteer Beach Ambassador program – Town Manager Elizabeth Mascaro – 2:29:19

Commissioner Corey Runte moved to approve the beach ambassador program with two conditions: not to exceed \$1,000 of Ocean Park parking funds and subject to annual review by the Commission, Commissioner Adam Meyer seconded; Motion carried 3-1 with Mayor Alison Dennington dissenting

- C. Consideration on ordinance language changes related to sheds – Building Official Robert Bitgood – 2:45:01

Commissioner Corey Runte moved to table to the next RTCM with the condition of the Building Official and PNZ representative meeting to provide options and visual diagrams, Vice Mayor Sherri Quarrie seconded;

Frank LaGrassa – 412 First Ave

Motion carried 3-0 with Mayor Alison Dennington abstaining

Town Attorney Ryan Knight advised Mayor Alison Dennington about Form 8B.

- D. Consideration of language for the second kitchen repeal ordinance – Town Attorney Ryan Knight – 3:18:40

Commissioner Adam Meyer made a motion to send it to PNZ as written, Vice Mayor Sherri Quarrie seconded; Motion carried 4-0

- E. Consideration to obtain a traffic engineer study for traffic calming device options – Town Manager Elizabeth Mascaro – 3:20:00

Commissioner Corey Runte made a motion to authorize and approve the Town Manager to obtain quotes for a traffic study on Riverside; Commissioner Adam Meyer seconded;

Paula Panton – 809 Riverside Dr

Commissioner Corey Runte amended his motion to obtain quotes for the scope of work as presented; Commissioner Adam Meyer seconded the amendment; Motion carried 4-0

- F. Consideration of upcoming Regular Town Commission Meeting dates – Commissioner Corey Runte – 3:24:03

Failed for a lack of a motion

12. New Business

- A. Consideration of salary for Police Chief Tim Zander – Town Manager Elizabeth Mascaro – 3:29:56

Commissioner Corey Runte moved to approve the salary for Police Chief Tim Zander at \$105,000.00 as presented; Commissioner Adam Meyer seconded;

Steve Walters - 416 Sixth Ave

Tina Coppock – 505 Avenue B

Motion carried 4-0

Tim Zander thanked the Commission for the opportunity.

- B. Consideration of Resolution 2024-02 – Budget Amendment – Finance Manager Jennifer Kerr – 3:48:57

A RESOLUTION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, AMENDING THE BUDGET FOR THE FISCAL YEAR

2023-2024; AMENDING RESOLUTION NO 2023-09; AMENDING EXPENDITURES FOR ALL FUNDS INCLUDING THE TOWN'S GENERAL FUND; ESTABLISHING AUTHORITY FOR THE TOWN MANAGER TO IMPLEMENT THE BUDGET; AND PROVIDING FOR ADOPTION

Commissioner Adam Meyer made a motion to approve reallocating the money from the skate park to ADA compliance; Vice Mayor Sherri Quarrie seconded;

Frank LaGrassa – 412 First Ave

Mayor Alison Dennington called for a brief recess

Town Clerk Amber Brown conducted a roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Adam Meyer

Staff Members Present

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Building Official Robert Bitgood
Town Clerk Amber Brown

Commission Members Absent

Commissioner Marivi Walker

Commissioner Adam Meyer made a motion to approve budget Resolution 2024-02 as written; Commissioner Corey Runte seconded; Motion carried 4-0

- C. Discussion of prohibiting sleeping/camping in all zoned public places, vehicles, or any properties within Town limits – Vice Mayor Sherri Quarrie – 3:58:10

Commissioner Corey Runte made a motion to approve authorizing the Town Attorney to review the Satellite Beach draft ordinance 1244 and present a draft ordinance for the Commission to review, Commissioner Adam Meyer seconded;

Roger Newell – 506 Colony

Motion carried 4-0

- D. Discussion on installing a children's gaga ball pit – Commissioner Corey Runte – 4:08:55

Commissioner Adam Meyer made a motion to send the Gaga Ball pit to the Parks Board to come up with a plan on the structure type and location and give it back to the Commission for approval, Vice Mayor Sherri Quarrie seconded; Motion carried 4-0

- E. Discussion on Code review, revision, and training related to short-term rentals and Town rules as to occupant, noise, parking, and similar short-term rental issues – Mayor Alison Dennington – 4:14:02

Commissioner Corey Runte made a motion to approve and authorize the Town Attorney to review the existing code regarding short-term rentals and provide proposed code changes to tighten up the Town rules relative to occupancy, noise, parking, and other related issues; Commissioner Adam Meyer seconded;

Mark McBride – 310 Second

Roger Newell – 506 Colony

Motion carried 4-0

F. Discussion on creating a Citizen Advisory Board – Mayor Alison Dennington – 4:23:40

Commissioner Adam Meyer made a motion to put it on a workshop;

Commissioner Corey Runte requested an amendment to the motion to include a one-hour structured time limit per item.

Commissioner Adam Meyer approved the amendment; Commissioner Corey Runte seconded the amended motion;

Roger Newell - 506 Colony

Brian Casazza – 2009 Oak St

Mark McBride – 310 Second Ave

Annmarie McBride – 310 Second Ave

Frank LaGrassa – 412 Second Ave

Motion carried 4-0

G. Approval of the site plan for 526 Sunset Blvd – New home – 4:54:00

Commissioner Corey Runte made a motion to approve the 526 Sunset Blvd site plan package as presented; Vice Mayor Sherri Quarrie Seconded;

Ken Labrato – 213 Cherry Dr

Motion carried 3-1 with Mayor Alison Dennington dissenting

13. Administrative Reports

- A. Town Attorney
- B. Town Manager

14. Commission Reports

15. Task List

Updated:

Sixth Ave Boat Ramp Improvements: Commissioner Corey Runte requested the item be pushed for three more months.

16. Public Comment

17. Adjournment

Commissioner Corey Runte moved to adjourn; Vice Mayor seconded, Motion carried 4-0.

Meeting adjourned at 11:31 p.m.

Section II

Florida's Sunshine and Public Records Law



FLORIDA'S SUNSHINE LAW



The Sunshine Law in a nutshell: The public's business must be conducted in public.

- Do not talk to each other in private about any matter that could foreseeably come before this Board.
- What is foreseeable? Any topic related to the Board's function and duties upon which it could conceivably make a decision (vote). Such discussions between Board members must be held at open, public meetings of the Board.
- Notice of the Board meetings must be published in advance, the meetings must be held in a place where the public can attend, and the proceedings must be recorded and made available to the public afterward.
- Assume a decision you've made in the past could come back to the Board for further decision.

What Board Members *Can* Do

- Talk with City staff and members of other Boards. Please be aware the requirements of the Sunshine Law are different than requirements for quasi-judicial hearings.

What Board Members *Cannot* Do

- No chat rooms, no blogging, no Facebook, no Twitter, no e-mails, no talking during breaks in Board meetings, no whispering or talking among yourselves at the dais, no talking in the parking lot, at the country club, or on the golf course about matters which foreseeably could come before your board.
- You can't use other people as a go-betweens to exchange information.
- You cannot send e-mails to other Board members communicating your position on a particular matter which will come before the Board. Send your e-mails to staff.

No "reply all" please.

Penalties:

- Non-criminal infraction with a fine up to \$500.00 (Section 286.011, Fla. Statutes).
- A knowing violation is a second-degree misdemeanor subject to prison for up to 60 days and a fine of up to \$500.00 (Section 286.011, Fla. Statutes). If found guilty, the officials could be removed from office (Section 112.52, Fla. Statutes).
- If a Sunshine violation cannot be "cured," the action of the entire Board at a subsequent meeting is void.

RULE OF THUMB: When in Doubt, Don't.

FLORIDA SUNSHINE, PUBLIC RECORDS, AND CODE OF ETHICS LAWS

This presentation is intended to provide a general overview of Florida Sunshine and Public Records law and the Florida Code of Ethics. For specific guidance or a legal opinion, please contact the Attorney's office.

All boards or commissions of any state, county, municipal corporation or political subdivision have a legal obligation to comply with:

- The Sunshine Law, and
- The Public Records Law, and
- The Florida Code of Ethics.

THE LAWS

■ SUNSHINE LAW [FS §286.011 ("Sunshine Law") and FL Constitution Art. I, Sec. 24]

Protects the public from "closed door" decision making and provides a right of access to governmental meetings.

■ PUBLIC RECORDS LAW [FS Chap. 119]

Creates a right of access to records made or received in connection with official business of a public body.

■ CODE OF ETHICS [FS 112, Part III, Code of Ethics for Public Officers and Employees and the FL Constitution Art. II, §8]

Protects against conflict of interest and establishes standards for the conduct of elected official and government employees in situations where conflicts may exist.

Committee type determines the applicability of these laws. There are two types of committees:

1. Decision Making Committees
2. Fact Finding/Focus Group Committees

1. Decision Making Committees - become part of the governing body's decision making process and:

- Choose alternatives and direction; narrow or eliminate options for the governing body's consideration.
- Make decision by voting.
- Make recommendations to the governing body directly or through staff.
- Create by-laws.

2. Fact Finding/Focus Groups - provide a source of community input and factual resources and:

- Have no characteristics of a Decision Making Committee.
- Do not need by-laws.
- Provide individual input, data and factual findings to staff, as part of staff's development in its advisement to the governing body.
- Do not take votes.
- Maintain a brainstorming focus.

The City Commission is a decision making board.

THE SUNSHINE LAW - gives the public access to meetings of “any board or commission of any state agency or authority or of any agency or authority of any county, municipal corporation, or political subdivision” (“Governing Body”) *AND*

- Allows the public to observe each preliminary step leading to the final decision.
- Prevents the governing body from creating closed committees that narrow the governing body’s decisions.
- Applies to appointed committees.
- An AG opinion advises it may also applies to an individual Board member, appointed to negotiate, narrow decisions, or make decisions for the full board.

MEETINGS SUBJECT TO THE SUNSHINE LAW - include formal or casual discussions about a matter on which the governing body may foreseeably take action, between:

- Two or more members of the governing body, or
- Two or more members of a Decision Making Committee.

Discussions may occur through telephone or e-mail communications, or exchanges during workshops, social events, football games and neighborhood barbeques. **This is why the reply all function is such a bad idea. Don’t make bad habits.**

■ **THE SUNSHINE LAW IMPOSES THREE OBLIGATIONS OF OPENNESS**

1. Reasonable notice of meetings subject to the Sunshine Law must be given; requires giving the public reasonable and timely notice so they can decide whether to attend.

What is “reasonable” or “timely” depends on the circumstances. Does not necessarily require a newspaper advertisement (contact the Attorney’s office for guidance).

2. Public must be allowed to attend meetings.
 - Meetings cannot be held at exclusive or inaccessible facilities.
 - No evasive actions are allowed, such as:
 - a. Circulating written reports to elicit responses or positions on issues.
 - b. Using staff, lobbyists, or other means to seek other members’ positions about issues.
- 3.3. Minutes of the meetings are required. Written minutes must be taken and made available promptly.
 - Sound recordings may also be used, in addition to written minutes.
 - Minutes may be a brief summary of meeting’s events.
 - Minutes are public records.
 - Minutes must record the votes.

■ **THE SUNSHINE LAW APPLIES WHEN:**

- Two or more members of a governing body discuss a matter that may foreseeably come before the governing body.
- A governing body moves any part of its decision making process to a committee or group, thereby appointing an “alter ego.”

According to an AG opinion, this may also include an individual Board or Committee member appointed formally or informally to negotiate, narrow or eliminate options or decisions for the full Board or Committee.

■ **THE SUNSHINE LAW DOES NOT APPLY TO:**

1. Committees or groups appointed to engage only in fact-finding activities.
2. Created focus groups or other such committees that:
 - a. Only provide individual input, data and facts as part of staff's development in its advisement to the governing body.
 - b. Do not narrow options.

The Sunshine Law is *broadly* construed. ~ Exemptions are *narrowly* construed.

■ **SUNSHINE LAW:**

Penalties for Noncompliance (also applies to Decision Making Committees)

A violation of the Sunshine Law by the governing body or a Decision Making Committee, can nullify governing body's decisions.

■ **Criminal Penalties:**

1. It is a second degree misdemeanor to knowingly violate the Sunshine Law.
2. Is Punishable with a fine of up to \$500 and/or up to 60 days imprisonment.

■ **Other Penalties Include:**

1. Removal from position.
2. Payment of attorney's fees incurred by the challenging party, as well as declaratory and injunctive relief.

SENTENCED TO JAIL FOR SUNSHINE LAW VIOLATIONS:

Suspended Escambia County Commissioner, W.D. Childers, was sentenced to 60 days in jail for discussing redistricting in a telephone conversation while fellow commissioner listened on a speaker phone, and pleaded no contest for talking with two fellow commissioners about county building projects in front of a staffer.

■ **PUBLIC RECORDS LAW:**

Public Records Include: All documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form or means of transmission made or received pursuant to law in connection with transaction of official business by the agency. (Fl. Stat. Chapter 119)

THE PUBLIC RECORDS LAW APPLIES TO:

- Records developed by the governing body, Board Appointed Committees, and employees;
- All types of records including written communications, letters, notes and e-mails. Numerous exemptions are identified in FS 119.07 and other statutes.

Public Records Requests can be made:

- Verbally or in writing,
- By any person. A PRR A .

THE GOVERNING BODY OR APPOINTED COMMITTEE:

- Has a "reasonable" time to respond.
- Can charge for the cost of retrieving records if the amount requested is voluminous.
- Can charge 15 cents/page.

THE PUBLIC RECORDS LAW DOES NOT REQUIRE:

- The creation of records or the provision of records in the format requested.
- An explanation of the records.

FLORIDA CODE OF ETHICS:

- ADDRESSES:
 - a. Standards of conduct
 - b. Voting Conflicts
 - c. Financial Disclosure
 - d. Prohibits certain action or conducts.
 - e. Requires certain disclosures be made to the public.

Standards of Conduct Prohibit Public Officials from:

- **Soliciting and Accepting Gifts** - May not solicit or accept anything of value that is based on an understanding that their vote, official action, or judgment would be influenced by such a gift.
- **Accepting Unauthorized Compensation** - May not accept any compensation, payment, or thing of value that is given to influence a vote or other official action.
- **Misusing his/her Public Position** - May not corruptly use their official position to obtain a special privilege for themselves or others.
- **Disclosing or Using Certain Information** - May not disclose or use information not available to the public and obtained by reason of their public positions for the personal benefit of themselves or others.
- **Doing business with their agency** - A public official's agency may not do business with a business entity in which the public official, or their spouse or child own more than 5% interest.
- **Engaging in Conflicting Employment or Contractual Relationships** - A public official may not be employed or contract with any business entity regulated by or doing business with his or her public agency.

Voting Conflicts of Interest Fla. Stat. Sec. 112.3143

- Requires no County, municipal, or other Local Public officer (including members of the appointed committees) shall vote in an official capacity upon any measure which would inure to the special private gain or loss of themselves, any principal or entity by whom they are retained, other than an agency as defined in the Fl. Stat. 112.312(2), or to any relative or business associate.
- Requires that public officers, including members of decision making committees:
 1. Must announce the nature of the conflict before the vote; abstain from voting; and file a memorandum of voting conflict
 2. May not participate in the discussion without first disclosing the nature of their interest in the matter (either in writing prior to the meeting, or orally as soon as they become aware that a conflict exists).

BECOMES AN ISSUE WHEN STAKEHOLDERS ARE APPOINTED TO DECISION-MAKING COMMITTEES

- **FINANCIAL DISCLOSURES**

Appointed committee members must file an annual financial statement.

	Focus Group	Decision-making Committee
Florida Laws		
Sunshine law		X
Public Records Law	X	X
Code of Ethics		
Standards of Conduct	X	X
Voting Conflict		X
Financial Disclosure		X

Conflict of Interest Fla. Stat. 112.313(7)(a) is different than the voting conflict of interest statute. The main difference is a conflict under 313(7)(a) may not be cured by abstaining or not participating. If a conflict exists here, you may not serve on on the board or committee.

"No public officer ... shall have or hold any employment or contractual relationship with any business entity or any agency which is subject to the regulation of, or is doing business with, any agency of which he or she is an officer. . . .; nor shall an officer ... of any agency have or hold any employment or contractual relationship that will create a continuing or frequently recurring conflict between his or her private interests and the performance of his or her public duties or that would impede the full and faithful discharge of his or her public dutes."

Statute has two parts - (1) no employment or contractual relationship with entity regulated by officer's agency or doing business with; and (2) no employment or contractual relationship creating a continuing or frequently recurring conflict or that will impede the full and faithful discharge of public duties.

A conflict of interest is a situation that objectively tempts dishonor. Law firm example and 2020 Commission on Ethics Decision (attached below on pages 4-5 of decision). **PLEASE READ.**

Exception where the officer is practicing in a particular profession or occupation when such practice is required or permitted by law or ordinance. Fla. Stat. 112.313(7)(b). See me for clarification.



Memo

To: Mayor, Vice Mayor and Commissioners
From: Jennifer Kerr, Finance Manager
Date: April 10, 2024
Re: March Fiscal Year 2024

We are in the Sixth month of our fiscal year 2024. The target expenditure rate for March is 50.00%. All departments are in the process of purchasing all budget approved capital items. Some budget lines are fully expended early in the budget year while other lines like salaries and health insurance are paid on a monthly basis. The total General Fund expenditure rate, year to date is 52.26%. The Departmental expenditure rate breakdown is as follows:

Legislative:	37.26%
Executive:	47.18%
Finance:	50.89%
Legal:	50.56%
Comp & Plan:	14.01%
General Services:	43.84%
Law Enforcement:	50.78%
Fire:	54.47%
Code:	37.36%
Public Works:	43.22%
Grounds Keeping:	35.31%
Parks:	23.81%

Discussion Items:

The Town received Parking Revenue for March FY2024 in the amount of \$21,250.93. Parking revenue for March FY2023 was \$23,873.96.

- A Fiscal Year (FY) parking comparison is attached.

Parking Revenue FY Comparison

FY23	Oct-23	Nov-23	Dec-23	Jan-23	Feb-23	Mar-23	TOTAL
Ocean	4,921.04	3,785.42	3,456.88	4,996.04	8,137.70	13,056.24	53,623.92
Ryckman	6,354.35	5,050.00	6,359.91	6,415.41	8,745.55	10,817.72	56,642.48
Total	11,275.39	8,835.42	9,816.79	11,411.45	16,883.25	23,873.96	110,266.40

FY24	Oct-23	Nov-23	Dec-24	Jan-24	Feb-24	Mar-24	TOTAL
Ocean	4,323.54	3,669.99	2,544.37	2,412.50	3,359.78	10,650.19	26,960.37
Ryckman	5,616.47	4,085.40	5,833.19	5,111.66	6,927.64	10,600.74	38,175.10
Total	9,940.01	7,755.39	8,377.56	7,524.16	10,287.42	21,250.93	65,135.47

REVENUE AND EXPENDITURE FOR TOWN OF MELBOURNE BEACH
Balance As Of 03/31/2024

Fund: 001 GENERAL FUND

Account Category: Revenues	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-00-311.00.00	AD VALOREM TAXES	2,685,662.00	2,685,662.00	0.00	223,072.32	91.69
001-00-312.41.00	LOCAL OPTION COUNTY GAS TAX	125,000.00	125,000.00	0.00	97,778.70	21.78
001-00-314.10.00	UTILITY SERVICES TAX FPL	276,000.00	276,000.00	0.00	137,351.44	50.23
001-00-314.30.00	UTILITY SERVICES TAX WATER	54,000.00	54,000.00	0.00	29,399.15	45.56
001-00-314.40.00	UTILITY SERVICES TAX GAS	0.00	0.00	0.00	(385.66)	100.00
001-00-314.40.10	UTILTIY GAS TAX AMERIGAS	8,500.00	8,500.00	0.00	5,088.14	40.14
001-00-314.40.20	UTILITY GAS TAX SUBURBAN	1,300.00	1,300.00	0.00	758.54	41.65
001-00-314.40.30	UTILTIY GAS TAX FERRELL	2,500.00	2,500.00	0.00	745.99	70.16
001-00-314.40.40	UTILITY GAS TAX SAM'S GAS	100.00	100.00	0.00	(270.33)	370.33
001-00-315.00.00	COMMUNICATIONS SERVICE TAX	145,000.00	145,000.00	0.00	90,420.37	37.64
001-00-316.00.00	OCCP. LIC	15,000.00	15,000.00	0.00	3,582.40	76.12
001-00-323.10.00	FRANCHISE FEES FPL	215,000.00	215,000.00	0.00	156,981.88	26.99
001-00-323.70.00	FRANCHISE FEES SOLID WASTE	44,000.00	44,000.00	0.00	23,293.71	47.06
001-00-323.70.10	SOLID WASTE COMMERCIAL	15,000.00	15,000.00	0.00	8,185.25	45.43
001-00-329.20.00	BONFIRE PERMIT	350.00	350.00	0.00	(550.00)	257.14
001-00-329.50.00	LOW SPEED VEHICLE REGISTRATION	500.00	500.00	0.00	(400.00)	180.00
001-00-329.50.10	LOW SPEED VEHICLE PERMIT FEE	600.00	600.00	0.00	(150.00)	125.00
001-00-331.12.00	FEMA	0.00	0.00	0.00	(41,906.43)	100.00
001-00-334.10.00	FEMA STATE GRANT	0.00	0.00	0.00	(1,786.46)	100.00
001-00-334.40.00	FMIT SAFETY GRANT	7,000.00	7,000.00	0.00	7,000.00	0.00
001-00-335.12.00	STATE REVENUE SHARING PROCEEDS	112,000.00	112,000.00	0.00	58,954.27	47.36
001-00-335.15.00	ALCOHOLIC BEVERAGE LICENSES	4,300.00	4,300.00	0.00	4,202.11	2.28
001-00-335.18.00	HALF CENT SALES TAX LOCAL GOV	225,000.00	225,000.00	0.00	167,033.30	25.76
001-00-342.20.00	SAFETY INSPECT FEE VAC RENTAL	1,200.00	1,200.00	0.00	300.00	75.00
001-00-342.20.10	SAFETY RENEWAL-VAC RENTALS	1,600.00	1,600.00	0.00	400.00	75.00
001-00-345.10.00	VAC RENTAL APP FEE-INITIAL	4,000.00	4,000.00	0.00	1,000.00	75.00
001-00-345.10.10	VAC RENEWAL FEE - RENTALS	4,725.00	4,725.00	0.00	1,925.00	59.26
001-00-361.10.00	INTEREST ON INVESTMENTS	12,000.00	12,000.00	0.00	160.43	98.66

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-00-369.00.00	MISCELLANEOUS REVENUE	2,500.00	2,500.00	0.00	(4,897.04)	295.88
001-00-369.00.49	INSURANCE RECOVERY	100.00	100.00	0.00	100.00	0.00
001-00-381.00.00	TRANSFERS IN	194,000.00	194,000.00	0.00	174,000.00	10.31
						72.54
Department: 21 LAW ENFORCEM						
001-21-312.52.00	INSURANCE PREMIUM TAX	45,500.00	45,500.00	0.00	45,500.00	0.00
001-21-337.20.00	SCHOOL RESOURCE OFFICER	68,500.00	68,500.00	0.00	34,250.00	50.00
001-21-337.90.01	OTHER GRANTS	6,000.00	6,000.00	0.00	6,000.00	0.00
001-21-351.00.00	FINES - LAW ENFORCEMENT	5,000.00	5,000.00	0.00	3,060.21	38.80
001-21-351.13.00	PARKING TICKETS	500.00	500.00	0.00	500.00	0.00
001-21-351.13.10	ACCIDENT REPORT	200.00	200.00	0.00	100.00	50.00
001-21-364.10.00	DISPOSAL OF ASSETS - VEHICLES	200.00	200.00	0.00	200.00	0.00
001-21-369.00.00	MISCELLANEOUS REVENUE	100.00	100.00	0.00	100.00	0.00
						28.80
Department: 22 FIRE CONTROL						
001-22-322.30.00	FIRE PROTECTIVE SERVICES	2,000.00	2,000.00	0.00	(995.00)	149.75
001-22-364.20.00	DISPOSAL OF ASSETS - OTHER	100.00	100.00	0.00	100.00	0.00
001-22-369.55.10	SHARED TRAINING	500.00	500.00	0.00	500.00	0.00
						115.19
Department: 29 CODE ENFORCEM						
001-29-359.00.00	OTHER FINES AND FORFEITURES	1,000.00	1,000.00	0.00	1,000.00	0.00
						0.00
Department: 41 PUBLIC WORKS						
001-41-364.10.00	DISPOSAL OF ASSETS - VEHICLES	500.00	500.00	0.00	500.00	0.00
						0.00
Department: 72 PARKS & RECREA						
001-72-347.41.00	FOUNDER'S DAY	7,000.00	7,000.00	0.00	912.50	86.96
001-72-347.50.00	FACILITY RENTALS	6,000.00	6,000.00	0.00	4,080.00	32.00
001-72-366.19.00	TH DONATIONS - KIDS BUSINESS FAIR	5,000.00	5,000.00	0.00	(1,640.00)	132.80
						81.38
Overall Revenue Rate:						71.30

Account Category: Expenditures	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
Department: 00						
001-00-581.00.00	TRANSFER OUT	441,761.00	441,761.00	0.00	0.00	100.00
						100.00
Department: 11 LEGISLATIVE						
001-11-500.11.00	EXECUTIVE SALARIES	16,200.00	16,200.00	0.00	9,683.41	40.23
001-11-500.12.00	REGULAR SALARIES	60,113.00	60,113.00	0.00	30,451.25	49.34
001-11-500.21.00	FICA TAXES - EMPLOYER PORTION	5,838.00	5,838.00	0.00	3,150.82	46.03
001-11-500.22.20	RETIREMENT TOWN EMPLOYEES	8,157.00	8,157.00	0.00	4,131.91	49.35
001-11-500.23.01	HEALTH INSURANCE	6,534.00	6,534.00	0.00	3,004.25	54.02
001-11-500.23.02	LIFE INSURANCE	71.00	71.00	0.00	31.59	55.51
001-11-500.25.00	UNEMPLOYMENT COMPENSATION	244.00	244.00	0.00	204.65	16.13
001-11-510.31.00	PROFESSIONAL SERVICES	250.00	250.00	0.00	250.00	0.00
001-11-510.40.00	TRAVEL & MEETINGS	4,465.00	4,465.00	0.00	3,935.38	11.86
001-11-510.40.10	TRAVEL & MEETINGS - STAFF	2,100.00	2,100.00	0.00	1,095.87	47.82
001-11-510.47.00	PRINTING	12,593.00	12,593.00	0.00	9,130.19	27.50
001-11-510.48.00	PROMOTIONAL ACTIVITIES	800.00	800.00	0.00	704.83	11.90
001-11-510.48.40	LEGAL NOTICES	10,000.00	10,000.00	0.00	9,992.10	0.08
001-11-510.49.50	ELECTION EXPENSE	11,000.00	11,000.00	0.00	948.16	91.38
001-11-510.54.00	DUES & SUBSCRIPTIONS	720.00	720.00	0.00	100.00	86.11
001-11-510.54.10	TRAINING & SCHOOLS	3,560.00	3,560.00	0.00	2,696.00	24.27
001-11-510.64.01	CAPITAL OUTLAY	85,700.00	85,700.00	4,740.00	63,924.65	25.41
001-11-543.00.00	LICENSES & FEES	34,267.00	34,267.00	0.00	16,586.48	51.60
						37.26
Department: 12 EXECUTIVE						
001-12-500.12.00	REGULAR SALARIES	147,720.00	147,720.00	0.00	76,656.23	48.11
001-12-500.21.00	FICA TAXES - EMPLOYER PORTION	11,301.00	11,301.00	0.00	5,204.72	53.94
001-12-500.22.01	RETIREMENT - ICMA	15,247.00	15,247.00	0.00	7,963.89	47.77
001-12-500.22.20	RETIREMENT TOWN EMPLOYEES	4,937.00	4,937.00	0.00	2,576.81	47.81
001-12-500.23.01	HEALTH INSURANCE	28,117.00	28,117.00	0.00	15,307.30	45.56
001-12-500.23.02	LIFE INSURANCE	828.00	828.00	0.00	385.71	53.42
001-12-500.25.00	UNEMPLOYMENT COMPENSATION	212.00	212.00	0.00	115.77	45.39
001-12-510.40.00	TRAVEL & MEETINGS	1,820.00	1,820.00	0.00	1,680.52	7.66
001-12-510.49.99	MISCELLANEOUS	300.00	300.00	0.00	300.00	0.00

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-12-510.52.50	GAS & OIL	2,400.00	2,400.00	0.00	1,200.00	50.00
001-12-510.54.00	DUES & SUBSCRIPTIONS	3,511.00	3,511.00	0.00	2,124.73	39.48
001-12-510.54.10	TRAINING & SCHOOLS	1,680.00	1,680.00	0.00	1,680.00	0.00
						47.18
Department: 13 FINANCE						
001-13-500.12.00	REGULAR SALARIES	112,950.00	112,950.00	0.00	57,657.87	48.95
001-13-500.21.00	FICA TAXES - EMPLOYER PORTION	8,641.00	8,641.00	0.00	4,425.00	48.79
001-13-500.22.20	RETIREMENT TOWN EMPLOYEES	15,327.00	15,327.00	0.00	7,823.80	48.95
001-13-500.23.01	HEALTH INSURANCE	39,000.00	39,000.00	0.00	25,482.02	34.66
001-13-500.23.02	LIFE INSURANCE	297.00	297.00	0.00	218.18	26.54
001-13-500.25.00	UNEMPLOYMENT COMPENSATION	158.00	158.00	0.00	84.55	46.49
001-13-510.32.00	AUDITING SERVICES	32,600.00	32,600.00	0.00	7,850.00	75.92
001-13-510.32.90	BANKING FEES	12,916.00	12,916.00	0.00	8,107.89	37.23
001-13-510.40.00	TRAVEL & MEETINGS	1,221.00	1,221.00	0.00	1,191.25	2.44
001-13-510.47.00	PRINTING	216.00	216.00	0.00	216.00	0.00
001-13-510.54.00	DUES & SUBSCRIPTIONS	60.00	60.00	0.00	60.00	0.00
001-13-510.54.10	TRAINING & SCHOOLS	1,000.00	1,000.00	0.00	893.05	10.70
001-13-543.00.00	LICENSES & FEES	7,785.00	7,785.00	0.00	0.00	100.00
						50.89
Department: 14 LEGAL COUNSEL						
001-14-510.31.00	PROFESSIONAL SERVICES	97,000.00	97,000.00	0.00	52,824.97	45.54
001-14-510.31.01	CODE ENFORCEMENT ATTORNEY	10,000.00	10,000.00	0.00	77.50	99.23
						50.56
Department: 15 COMPREHENSIV						
001-15-510.31.00	PROFESSIONAL SERVICES	26,000.00	26,000.00	0.00	22,357.45	14.01
						14.01
Department: 16 FEMA - HURRICA						
001-16-520.52.05	PROTECTIVE GEAR	0.00	0.00	0.00	67.76	100.00
						100.00

Department: 19 GENERAL SERVICE		ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-19-500.24.00	WORKERS COMPENSATION	3,687.00	3,687.00	0.00	3,687.00	0.00
001-19-510.31.00	PROFESSIONAL SERVICES	4,620.00	4,620.00	0.00	2,396.25	48.13
001-19-510.31.11	SECURITY	1,000.00	1,000.00	0.00	1,000.00	0.00
001-19-510.34.10	JANITORIAL SERVICES	17,000.00	17,000.00	0.00	9,446.00	44.44
001-19-510.35.00	PRE-EMPLOYMENT EXP	400.00	400.00	0.00	400.00	0.00
001-19-510.41.00	TELEPHONE	25,080.00	25,080.00	0.00	13,500.38	46.17
001-19-510.41.10	COMMUNICATION SERVICES	45,372.00	45,372.00	0.00	19,032.34	58.05
001-19-510.43.00	STREET LIGHTS	50,400.00	50,400.00	0.00	29,130.64	42.20
001-19-510.43.10	ELECTRICITY	33,600.00	33,600.00	0.00	21,600.58	35.71
001-19-510.43.20	WATER & SEWER	3,650.00	3,650.00	0.00	2,128.86	41.68
001-19-510.43.50	WASTE TAX SERVICE	2,500.00	2,500.00	0.00	70.45	97.18
001-19-510.45.00	GENERAL LIABILITY INSURANCE	94,000.00	94,000.00	0.00	30,536.50	67.51
001-19-510.45.01	FLOOD INSURANCE	5,690.00	5,690.00	0.00	5,690.00	0.00
001-19-510.45.02	PROPERTY INSURANCE	128,000.00	128,000.00	0.00	54,910.59	57.10
001-19-510.45.03	AUTO INSURANCE	9,000.00	9,000.00	0.00	1,734.00	80.73
001-19-510.46.10	OFFICE EQUIPMENT MAINTENANCE	4,832.00	4,832.00	0.00	3,167.28	34.45
001-19-510.46.15	EQUIPMENT MAINTENANCE	31,500.00	31,500.00	0.00	30,197.68	4.13
001-19-510.46.36	PEST CONTROL	3,120.00	3,120.00	0.00	1,260.00	59.62
001-19-510.47.00	PRINTING	900.00	900.00	0.00	799.88	11.12
001-19-510.49.90	ADOPT AN AREA	1,000.00	1,000.00	0.00	939.27	6.07
001-19-510.49.98	CONTINGENCY	25,000.00	25,000.00	0.00	25,000.00	0.00
001-19-510.49.99	MISCELLANEOUS	300.00	300.00	0.00	147.13	50.96
001-19-510.51.00	OFFICE SUPPLIES	11,000.00	11,000.00	0.00	6,998.96	36.37
001-19-510.51.10	POSTAGE	1,500.00	1,500.00	0.00	796.29	46.91
001-19-510.52.10	JANITORIAL SUPPLIES	5,400.00	5,400.00	0.00	2,660.78	50.73
001-19-510.54.00	DUES & SUBSCRIPTIONS	435.00	435.00	0.00	39.97	90.81
001-19-510.64.01	CAPITAL OUTLAY	148,000.00	148,000.00	0.00	143,529.11	3.02
001-19-543.00.00	LICENSES & FEES	20,585.00	20,585.00	0.00	12,950.11	37.09
001-19-581.00.00	TRANSFER OUT	77,000.00	77,000.00	0.00	0.00	100.00
						43.84

Department: 21 LAW ENFORCEM	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-21-500.12.00	REGULAR SALARIES	721,855.00	721,855.00	0.00	356,118.10	50.67
001-21-500.12.50	HOLIDAY PAY	23,000.00	23,000.00	0.00	3,930.77	82.91
001-21-500.14.00	SALARIES OVERTIME	15,000.00	15,000.00	0.00	8,327.29	44.48
001-21-500.14.16	HURRICANE PAY	18,000.00	18,000.00	0.00	18,000.00	0.00
001-21-500.15.00	EDUCATION INCENTIVE PAY	7,634.00	7,634.00	0.00	4,277.93	43.96
001-21-500.15.01	FIRST RESPONDER	6,000.00	6,000.00	0.00	3,158.93	47.35
001-21-500.21.00	FICA TAXES - EMPLOYER PORTION	54,888.00	54,888.00	0.00	24,844.30	54.74
001-21-500.22.02	POLICE PENSION	142,500.00	142,500.00	0.00	75,446.57	47.06
001-21-500.22.20	RETIREMENT TOWN EMPLOYEES	5,217.00	5,217.00	0.00	3,331.86	36.13
001-21-500.23.01	HEALTH INSURANCE	105,440.00	105,440.00	0.00	59,107.53	43.94
001-21-500.23.02	LIFE INSURANCE	2,900.00	2,900.00	0.00	1,669.94	42.42
001-21-500.23.10	STATUTORY AD&D	1,000.00	1,000.00	0.00	(162.50)	116.25
001-21-500.24.00	WORKERS COMPENSATION	8,848.00	8,848.00	0.00	436.00	95.07
001-21-500.25.00	UNEMPLOYMENT COMPENSATION	2,296.00	2,296.00	0.00	1,770.94	22.87
001-21-520.31.00	PROFESSIONAL SERVICES	725.00	725.00	0.00	475.00	34.48
001-21-520.34.40	DISPATCHING SERVICES	18,319.00	18,319.00	0.00	(549.11)	103.00
001-21-520.35.00	PRE-EMPLOYMENT EXPENSE	1,000.00	1,000.00	0.00	374.00	62.60
001-21-520.40.00	TRAVEL & MEETINGS	3,184.00	3,184.00	0.00	2,597.36	18.42
001-21-520.41.10	COMMUNICATION SERVICES	6,000.00	6,000.00	0.00	1,675.36	72.08
001-21-520.46.10	OFFICE EQUIPMENT MAINTENANCE	7,000.00	7,000.00	0.00	5,650.25	19.28
001-21-520.46.15	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	0.00	(615.65)	124.63
001-21-520.46.16	RADAR CALIBRATION	250.00	250.00	0.00	7.00	97.20
001-21-520.46.20	VEHICLE MAINTENANCE	17,000.00	17,000.00	0.00	7,881.85	53.64
001-21-520.48.00	PROMOTIONAL ACTIVITIES	1,500.00	1,500.00	0.00	1,431.18	4.59
001-21-520.48.50	CRIME PREVENTION	1,500.00	1,500.00	0.00	1,469.26	2.05
001-21-520.49.99	MISCELLANEOUS	100.00	100.00	0.00	72.64	27.36
001-21-520.51.10	POSTAGE	125.00	125.00	0.00	125.00	0.00
001-21-520.52.00	UNIFORMS	8,500.00	8,500.00	0.00	7,146.32	15.93
001-21-520.52.05	PROTECTIVE GEAR	3,500.00	3,500.00	0.00	2,607.66	25.50
001-21-520.52.50	GAS & OIL	25,000.00	25,000.00	0.00	16,465.42	34.14
001-21-520.52.70	MEDICAL	800.00	800.00	0.00	800.00	0.00
001-21-520.52.90	OPERATING SUPPLIES	3,000.00	3,000.00	0.00	2,018.89	32.70
001-21-520.54.00	DUES & SUBSCRIPTIONS	1,175.00	1,175.00	0.00	470.00	60.00

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-21-520.54.10	TRAINING & SCHOOLS	6,400.00	6,400.00	0.00	6,400.00	0.00
001-21-520.64.01	Capital Outlay	8,400.00	8,400.00	0.00	(3,600.43)	142.86
001-21-543.00.00	LICENSES & FEES	14,646.00	14,646.00	0.00	7,158.90	51.12
001-21-581.00.00	TRANSFER OUT	15,000.00	15,000.00	0.00	0.00	100.00
						50.78

Department: 22 FIRE CONTROL

001-22-500.12.00	REGULAR SALARIES	96,226.00	96,226.00	0.00	47,324.68	50.82
001-22-500.14.16	HURRICANE PAY	1,890.00	1,890.00	0.00	1,890.00	0.00
001-22-500.14.50	STIPEND PAYROLL	44,000.00	44,000.00	0.00	44,000.00	0.00
001-22-500.21.00	FICA TAXES - EMPLOYER PORTION	10,727.00	10,727.00	0.00	6,934.35	35.36
001-22-500.22.01	RETIREMENT - ICMA	9,248.00	9,248.00	0.00	4,352.07	52.94
001-22-500.22.20	RETIREMENT TOWN EMPLOYEES	3,591.00	3,591.00	0.00	1,851.02	48.45
001-22-500.23.01	HEALTH INSURANCE	28,200.00	28,200.00	0.00	12,814.07	54.56
001-22-500.23.02	LIFE INSURANCE	148.00	148.00	0.00	69.18	53.26
001-22-500.23.10	STATUTORY AD&D	207.00	207.00	0.00	(162.50)	178.50
001-22-500.24.00	WORKERS COMPENSATION	16,222.00	16,222.00	0.00	0.00	100.00
001-22-500.25.00	UNEMPLOYMENT COMPENSATION	241.00	241.00	0.00	176.36	26.82
001-22-520.34.40	DISPATCHING SERVICES	5,400.00	5,400.00	0.00	2,600.00	51.85
001-22-520.35.00	PRE-EMPLOYMENT EXPENSE	2,060.00	2,060.00	0.00	1,644.00	20.19
001-22-520.36.00	ANNUAL PHYSICALS	4,375.00	4,375.00	0.00	3,575.00	18.29
001-22-520.40.00	TRAVEL & MEETINGS	750.00	750.00	0.00	275.53	63.26
001-22-520.41.10	COMMUNICATION SERVICES	1,944.00	1,944.00	0.00	810.00	58.33
001-22-520.46.15	EQUIPMENT MAINTENANCE	10,000.00	10,000.00	0.00	3,048.24	69.52
001-22-520.46.20	VEHICLE MAINTENANCE	32,000.00	32,000.00	0.00	30,453.92	4.83
001-22-520.46.30	BUILDING MAINTENANCE	1,000.00	1,000.00	0.00	915.20	8.48
001-22-520.51.00	OFFICE SUPPLIES	800.00	800.00	0.00	703.70	12.04
001-22-520.52.00	UNIFORMS	12,650.00	12,650.00	0.00	10,459.13	17.32
001-22-520.52.02	S.C.B.A.	2,550.00	2,550.00	0.00	(507.56)	119.90
001-22-520.52.05	PROTECTIVE GEAR	2,925.00	2,925.00	0.00	1,549.40	47.03
001-22-520.52.10	JANITORIAL SUPPLIES	1,000.00	1,000.00	0.00	620.55	37.95
001-22-520.52.20	TOOLS & HARDWARE	10,500.00	10,500.00	0.00	10,230.48	2.57
001-22-520.52.50	GAS & OIL	5,000.00	5,000.00	0.00	3,792.97	24.14
001-22-520.52.70	MEDICAL	1,400.00	1,400.00	0.00	543.20	61.20

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-22-520.54.00	DUES & SUBSCRIPTIONS	610.00	610.00	0.00	235.00	61.48
001-22-520.54.10	TRAINING & SCHOOLS	5,525.00	5,525.00	0.00	1,622.00	70.64
001-22-520.54.12	TRAINING MATERIALS	3,200.00	3,200.00	0.00	2,837.61	11.32
001-22-520.64.01	Capital Outlay	82,369.00	82,369.00	195.00	2,714.98	96.70
001-22-543.00.00	LICENSES & FEES	13,473.00	13,473.00	0.00	5,811.00	56.87
001-22-581.00.00	TRANSFER OUT	36,500.00	36,500.00	0.00	0.00	100.00
						54.47

Department: 29 CODE ENFORCEM

001-29-500.12.00	REGULAR SALARIES	15,792.00	15,792.00	0.00	9,813.06	37.86
001-29-500.21.00	FICA TAXES - EMPLOYER PORTION	1,208.00	1,208.00	0.00	648.30	46.33
001-29-500.22.20	RETIREMENT TOWN EMPLOYEES	2,143.00	2,143.00	0.00	1,150.16	46.33
001-29-500.23.10	STATUTORY AD&D	21.00	21.00	0.00	0.00	100.00
001-29-500.24.00	WORKERS COMPENSATION	738.00	738.00	0.00	738.00	0.00
001-29-500.25.00	UNEMPLOYMENT COMPENSATION	51.00	51.00	0.00	41.13	19.35
001-29-520.40.00	TRAVEL & MEETINGS	50.00	50.00	0.00	50.00	0.00
001-29-520.46.12	MAINTENANCE SUPPLIES	100.00	100.00	0.00	100.00	0.00
001-29-520.46.20	VEHICLE MAINTENANCE	150.00	150.00	0.00	150.00	0.00
001-29-520.48.55	FIRE PREVENTION	4,600.00	4,600.00	0.00	1,969.64	57.18
001-29-520.51.00	OFFICE SUPPLIES	125.00	125.00	0.00	97.37	22.10
001-29-520.51.10	POSTAGE	350.00	350.00	0.00	298.16	14.81
001-29-520.51.20	RECORDING COSTS	120.00	120.00	0.00	120.00	0.00
001-29-520.52.00	UNIFORMS	300.00	300.00	0.00	300.00	0.00
001-29-520.54.00	DUES & SUBSCRIPTIONS	150.00	150.00	0.00	150.00	0.00
001-29-520.54.10	TRAINING & SCHOOLS	600.00	600.00	0.00	600.00	0.00
001-29-543.00.00	LICENSES & FEES	1,000.00	1,000.00	0.00	1,000.00	0.00
						37.36

Department: 41 PUBLIC WORKS

001-41-500.12.00	REGULAR SALARIES	253,947.00	253,947.00	0.00	146,361.80	42.37
001-41-500.14.00	SALARIES OVERTIME	4,000.00	4,000.00	0.00	3,422.56	14.44
001-41-500.21.00	FICA TAXES - EMPLOYER PORTION	19,427.00	19,427.00	0.00	11,028.78	43.23
001-41-500.22.20	RETIREMENT TOWN EMPLOYEES	34,461.00	34,461.00	0.00	19,750.85	42.69
001-41-500.23.01	HEALTH INSURANCE	46,000.00	46,000.00	0.00	24,935.77	45.79
001-41-500.23.02	LIFE INSURANCE	294.00	294.00	0.00	23.19	92.11

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-41-500.23.10	STATUTORY AD&D	83.00	83.00	0.00	0.00	100.00
001-41-500.24.00	WORKERS COMPENSATION	4,424.00	4,424.00	0.00	3,822.00	13.61
001-41-500.25.00	UNEMPLOYMENT COMPENSATION	813.00	813.00	0.00	665.72	18.12
001-41-530.40.00	TRAVEL & MEETINGS	150.00	150.00	0.00	150.00	0.00
001-41-530.43.15	ELECTRICAL WORK	5,000.00	5,000.00	0.00	(271.76)	105.44
001-41-530.43.50	DUMP SERVICE	2,000.00	2,000.00	0.00	2,000.00	0.00
001-41-530.46.12	MAINTENANCE SUPPLIES	6,500.00	6,500.00	0.00	5,917.43	8.96
001-41-530.46.15	EQUIPMENT MAINTENANCE	5,000.00	5,000.00	0.00	4,781.73	4.37
001-41-530.46.20	VEHICLE MAINTENANCE	9,500.00	9,500.00	0.00	2,045.58	78.47
001-41-530.46.30	BUILDING MAINTENANCE	9,000.00	9,000.00	0.00	7,033.06	21.85
001-41-530.46.31	MAINTENANCE OLD TOWN HALL	600.00	600.00	0.00	600.00	0.00
001-41-530.46.32	RYCKMAN HOUSE	1,000.00	1,000.00	0.00	(700.00)	170.00
001-41-530.46.33	OLD POST OFFICE REPAIRS	2,000.00	2,000.00	0.00	1,869.69	6.52
001-41-530.46.35	PIER MAINTENANCE	1,000.00	1,000.00	0.00	966.84	3.32
001-41-530.46.40	GROUNDS MAINTENANCE	10,000.00	10,000.00	0.00	5,307.81	46.92
001-41-530.52.00	UNIFORMS	3,750.00	3,750.00	0.00	2,147.75	42.73
001-41-530.52.05	PROTECTIVE GEAR	2,500.00	2,500.00	0.00	1,749.34	30.03
001-41-530.52.20	TOOLS & HARDWARE	5,000.00	5,000.00	0.00	3,484.40	30.31
001-41-530.52.25	TOOL RENTALS	1,500.00	1,500.00	0.00	645.85	56.94
001-41-530.52.50	GAS & OIL	7,000.00	7,000.00	0.00	3,927.99	43.89
001-41-530.53.10	STREET REPAIR	7,500.00	7,500.00	0.00	4,438.28	40.82
001-41-530.53.20	STREET SIGNS	8,000.00	8,000.00	0.00	5,843.00	26.96
001-41-530.54.10	TRAINING & SCHOOLS	1,500.00	1,500.00	0.00	984.05	34.40
001-41-530.57.25	WELDING	200.00	200.00	0.00	200.00	0.00
001-41-530.64.01	CAPITAL OUTLAY	4,000.00	4,000.00	0.00	1,527.17	61.82
001-41-581.00.00	TRANSFER OUT	10,000.00	10,000.00	0.00	0.00	100.00
						43.22

Department: 42 GROUNDS KEEPI

001-42-530.34.91	LANDSCAPING	22,300.00	22,300.00	0.00	16,158.92	27.54
001-42-530.46.15	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	0.00	749.50	70.02
001-42-530.46.40	GROUNDS MAINTENANCE	26,000.00	26,000.00	0.00	23,263.13	10.53
001-42-530.46.43	TREE EXPENSE	3,000.00	3,000.00	0.00	3,000.00	0.00
001-42-530.52.00	UNIFORMS	3,125.00	3,125.00	0.00	2,980.25	4.63

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
001-42-530.52.05	PROTECTIVE GEAR	575.00	575.00	0.00	485.31	15.60
001-42-530.52.20	TOOLS & HARDWARE	500.00	500.00	0.00	424.02	15.20
001-42-530.52.50	GAS & OIL	1,000.00	1,000.00	0.00	858.17	14.18
001-42-530.54.10	TRAINING & SCHOOLS	375.00	375.00	0.00	375.00	0.00
001-42-530.64.01	CAPITAL OUTLAY	0.00	0.00	0.00	(7,134.60)	100.00
001-42-581.00.00	TRANSFER OUT	4,250.00	4,250.00	0.00	0.00	100.00
						35.31

Department: 72 PARKS & RECREA/

001-72-570.48.10	FOUNDER'S DAY	8,000.00	8,000.00	0.00	8,000.00	0.00
001-72-570.48.50	MOVIES IN THE PARK	1,800.00	1,800.00	0.00	1,335.00	25.83
001-72-570.48.52	FOURTH OF JULY	1,000.00	1,000.00	0.00	1,000.00	0.00
001-72-570.48.53	CHRISTMAS DECORATIONS PARK	4,000.00	4,000.00	0.00	(592.55)	114.81
001-72-570.48.60	EASTER EGG HUNT	400.00	400.00	0.00	74.29	81.43
001-72-570.48.90	RECREATION PROGRAMS	5,000.00	5,000.00	0.00	4,142.88	17.14
001-72-570.48.91	CHILDREN'S BUSINESS FAIR	5,000.00	5,000.00	0.00	(935.87)	118.72
001-72-570.63.01	TENNIS COURT EXPEDITURES	700.00	700.00	0.00	700.00	0.00
001-72-570.63.02	BBALL & VBALL COURTS	700.00	700.00	0.00	0.00	100.00
001-72-570.63.06	PLAYGROUND	0.00	0.00	0.00	(422.11)	100.00
001-72-570.64.01	CAPITAL OUTLAY	30,000.00	30,000.00	0.00	29,824.20	0.59
						23.81

Overall Expenditure Rate:

52.26

Fund: 104 ENVIRONMENTAL ADV

Account Category: Revenues

Department: 00

104-00-271.00.99	CARRY FORWARD	9,977.14	9,977.14	0.00	9,977.14	0.00
104-00-337.90.01	OTHER GRANTS	0.00	0.00	0.00	(568.00)	100.00
104-00-381.00.00	TRANSFERS IN	5,500.00	5,500.00	0.00	0.00	100.00
						39.21

Account Category: Expenditures	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
Department: 72 PARKS & RECRE/						
104-72-570.31.00	PROFESSIONAL SERVICES	2,000.00	2,000.00	0.00	2,000.00	0.00
104-72-570.34.91	LANDSCAPING	500.00	500.00	0.00	500.00	0.00
104-72-570.46.40	GROUND MAINTENANCE	1,200.00	1,200.00	0.00	956.27	20.31
104-72-570.51.00	OFFICE SUPPLIES	0.00	0.00	0.00	(345.35)	100.00
104-72-570.52.00	UNIFORMS	400.00	400.00	0.00	400.00	0.00
104-72-570.64.01	CAPITAL OUTLAY	6,000.00	6,000.00	0.00	6,000.00	0.00
104-72-570.83.01	SUNSHINE JIM	1,500.00	1,500.00	0.00	107.61	92.83
						17.08

Fund: 125 BUILDING DEPT

Account Category: Revenues

Department: 24 PROTECTIVE INS

125-24-322.00.00	BUILDING PERMITS	240,000.00	240,000.00	0.00	151,449.53	36.90
125-24-322.10.00	ZONING PLAN REVIEW	2,500.00	2,500.00	0.00	2,125.00	15.00
125-24-322.10.10	SITE PLAN REVIEW P&Z	6,000.00	6,000.00	0.00	6,000.00	0.00
125-24-322.20.00	BUILDING PLAN REVIEW	5,500.00	5,500.00	0.00	5,500.00	0.00
125-24-322.31.00	BOA ADVERTISING COSTS	100.00	100.00	0.00	(175.06)	275.06
125-24-322.31.20	P&Z ADVERTISING	200.00	200.00	0.00	200.00	0.00
125-24-329.00.00	OTHER LICENSES, FEES & PERMITS	13,000.00	13,000.00	0.00	8,475.00	34.81
125-24-329.00.10	BOA VARIANCE FEES	1,000.00	1,000.00	0.00	(1,297.00)	229.70
125-24-354.00.00	LOCAL ORDINANCE VIOLATION	6,000.00	6,000.00	0.00	3,432.14	42.80
						35.94

Account Category: Expenditures

125-24-500.12.00	REGULAR SALARIES	154,096.00	154,096.00	0.00	80,399.95	47.82
125-24-500.14.00	SALARIES OVERTIME	1,000.00	1,000.00	0.00	1,000.00	0.00
125-24-500.21.00	FICA TAXES - EMPLOYER PORTION	11,788.34	11,788.34	0.00	6,309.77	46.47
125-24-500.22.20	RETIREMENT TOWN EMPLOYEES	20,910.83	20,910.83	0.00	10,910.19	47.83
125-24-500.23.01	HEALTH INSURANCE	17,000.00	17,000.00	0.00	8,912.24	47.58
125-24-500.23.02	LIFE INSURANCE	136.00	136.00	0.00	70.97	47.82
125-24-500.23.10	STATUTORY AD&D	42.00	42.00	0.00	0.00	100.00
125-24-500.24.00	WORKERS COMPENSATION	1,475.00	1,475.00	0.00	1,475.00	0.00
125-24-500.25.00	UNEMPLOYMENT COMPENSATION	493.11	493.11	0.00	394.96	19.90

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
125-24-520.40.00	TRAVEL & MEETINGS	700.00	700.00	0.00	(915.89)	230.84
125-24-520.46.20	VEHICLE MAINTENANCE	800.00	800.00	0.00	385.07	51.87
125-24-520.51.00	OFFICE SUPPLIES	430.00	430.00	0.00	430.00	0.00
125-24-520.51.10	POSTAGE	75.00	75.00	0.00	75.00	0.00
125-24-520.52.00	UNIFORMS	560.00	560.00	0.00	560.00	0.00
125-24-520.52.20	TOOLS & HARDWARE	100.00	100.00	0.00	100.00	0.00
125-24-520.52.50	GAS & OIL	700.00	700.00	0.00	542.00	22.57
125-24-520.54.00	DUES & SUBSCRIPTIONS	1,500.00	1,500.00	0.00	1,475.00	1.67
125-24-520.54.10	TRAINING & SCHOOLS	400.00	400.00	0.00	50.00	87.50
125-24-543.00.00	LICENSES & FEES	3,490.00	3,490.00	0.00	(234.00)	106.70
125-24-581.00.00	TRANSFER OUT	20,000.00	20,000.00	0.00	0.00	100.00

52.51

Fund: 145 AMERICAN RESCUE PL**Account Category: Revenues**

Department: 00

145-00-271.00.99	CARRY FORWARD	759,385.36	759,385.36	0.00	759,385.36	0.00
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0.00

Account Category: Expenditures**Department: 41 PUBLIC WORKS**

145-41-530.31.21	ENGINEERING SERVICES	0.00	0.00	0.00	(7,330.00)	100.00
145-41-530.64.01	CAPITAL OUTLAY	758,533.87	758,533.87	0.00	751,133.19	0.98

1.94

Fund: 172 OCEAN PARK PARKING**Account Category: Revenues**

Department: 00

172-00-271.00.99	CARRY FORWARD	51,144.00	51,144.00	0.00	51,144.00	0.00
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0.00

Department: 75 TOWN PARKS	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
172-75-342.10.00	PARKING TICKET REVENUE	12,000.00	12,000.00	0.00	8,850.00	26.25
172-75-344.50.00	PARKING METER REVENUE	95,000.00	95,000.00	0.00	68,039.63	28.38
						28.14
Account Category: Expenditures						
172-75-575.31.02	LIFEGUARD CONTRACT	73,000.00	73,000.00	0.00	68,529.91	6.12
172-75-575.32.90	BANKING FEES	5,500.00	5,500.00	0.00	3,633.34	33.94
172-75-575.34.10	JANITORIAL CLEANING	1,800.00	1,800.00	0.00	900.00	50.00
172-75-575.34.91	LANDSCAPING	1,500.00	1,500.00	0.00	1,278.27	14.78
172-75-575.41.10	IPS COMMUNICATIONS FEE	5,000.00	5,000.00	0.00	3,470.68	30.59
172-75-575.43.10	ELECTRICITY	3,000.00	3,000.00	0.00	1,865.30	37.82
172-75-575.43.20	WATER & SEWER	1,200.00	1,200.00	0.00	735.41	38.72
172-75-575.43.50	DUMP SERVICE	250.00	250.00	0.00	250.00	0.00
172-75-575.46.12	MAINTENANCE SUPPLIES	3,000.00	3,000.00	0.00	791.52	73.62
172-75-575.46.31	BUILDING MAINT RESTROOMS	400.00	400.00	0.00	(185.65)	146.41
172-75-575.46.40	GROUNDS MAINTENANCE	1,200.00	1,200.00	0.00	759.46	36.71
172-75-575.52.10	JANITORIAL SUPPLIES	350.00	350.00	0.00	329.75	5.79
172-75-575.52.25	TOOL RENTAL	3,000.00	3,000.00	0.00	3,000.00	0.00
172-75-575.53.15	PARKING LOT REPAIRS	1,500.00	1,500.00	0.00	1,500.00	0.00
172-75-575.53.20	SIGNS	800.00	800.00	0.00	800.00	0.00
172-75-575.63.03	VOLLEYBALL COURT	2,000.00	2,000.00	0.00	1,800.02	10.00
172-75-575.63.05	BOCCE BALL COURT	0.00	0.00	0.00	(6,943.46)	100.00
172-75-575.64.01	CAPITAL OUTLAY	6,000.00	6,000.00	0.00	5,750.15	4.16
172-75-581.00.00	TRANSFER OUT	1,400.00	1,400.00	0.00	0.00	100.00
						20.41
Fund: 175 RYCKMAN CROSSOVER						
Account Category: Revenues						
Department: 00						
175-00-271.00.99	CARRY FORWARD	120,556.74	120,556.74	0.00	120,556.74	0.00
						0.00
Department: 75 TOWN PARKS						
175-75-342.10.00	PARKING TICKET REVENUE	3,500.00	3,500.00	0.00	150.00	95.71
175-75-344.50.00	PARKING METER REVENUE	89,000.00	89,000.00	0.00	50,824.90	42.89

	Description	ORIGINAL BUDGET	Amended	Encumbrance	Available	% Used
175-75-344.50.10	PARK PASS REVENUE	2,500.00	2,500.00	0.00	300.00	88.00
						46.03
Account Category: Expenditures						
175-75-575.31.00	PROFESSIONAL SERVICES	0.00	0.00	0.00	(3,000.00)	100.00
175-75-575.32.90	BANKING FEES	3,400.00	3,400.00	0.00	2,155.55	36.60
175-75-575.41.15	IPS COMMUNICATION FEE	2,800.00	2,800.00	0.00	1,841.81	34.22
175-75-575.47.00	PRINTING	0.00	0.00	0.00	(1,876.50)	100.00
175-75-575.48.52	FALL FESTIVAL	4,000.00	4,000.00	0.00	325.06	91.87
175-75-575.48.53	WINTER FESTIVAL	4,000.00	4,000.00	0.00	4,000.00	0.00
175-75-575.50.00	RECREATION PROGRAMS	10,500.00	10,500.00	0.00	5,400.00	48.57
175-75-575.64.01	CAPITAL OUTLAY	50,000.00	50,000.00	0.00	50,000.00	0.00
175-75-575.73.00	CULTURAL SERVICES	3,500.00	3,500.00	0.00	2,699.08	22.88
175-75-581.00.00	TRANSFER OUT	91,500.00	91,500.00	0.00	0.00	100.00
						63.73

Fund: 351 LAND & ROAD IMPROV

Account Category: Revenues

Department: 00

351-00-271.00.99	CARRY FORWARD	27,397.17	27,397.17	0.00	27,397.17	0.00
351-00-381.00.00	TRANSFERS IN	90,000.00	90,000.00	0.00	0.00	100.00
						76.66

Account Category: Expenditures

Department: 41 PUBLIC WORKS

351-41-570.31.00	PROFESSIONAL SERVICES	5,000.00	5,000.00	0.00	3,777.50	24.45
351-41-570.31.21	ENGINEERING SERVICES	20,000.00	20,000.00	0.00	20,000.00	0.00
351-41-570.34.91	LANDSCAPING	10,000.00	10,000.00	0.00	8,896.00	11.04
351-41-570.46.40	GROUNDS MAINTENANCE	0.00	0.00	0.00	(1,183.10)	100.00
351-41-570.46.43	TREE EXPENSE	9,000.00	9,000.00	0.00	9,000.00	0.00
351-41-570.52.25	TOOL RENTALS	3,000.00	3,000.00	0.00	3,000.00	0.00
351-41-570.53.20	STREET SIGNS	20,000.00	20,000.00	0.00	8,315.36	58.42
351-41-570.64.01	CAPITAL OUTLAY	50,000.00	50,000.00	0.00	50,000.00	0.00
						12.99

Public Works Activities

March of 2024

Spread top soil in Ryckman Park and installed sod – covered tree roots trip hazards

Generator quarterly inspection completed

Began trimming of palm trees 9 and 2

Installed LED lights in Community Center

Replaced broken outdoor shower control at Ocean Park

Replaced old toilet paper holders Ocean Park

Vacuumed leaves various areas – mulched leaves to Old Town Hall garden

Filled in step down area at ocean end of boardwalk Ocean Park

Repaired large area of pothole on 4th Ave. approx.. 2500 lbs.material

Cleaned wooden deck walkway northside of Ryckman restrooms

Put up Easter Banners

Picked up tables and chairs from OTH

Replaced one no parking sign N. Atlantic

Quarterly cleaning of all stormwater baffle boxes

Street sweeper various areas of Town

Set up complete operational landscape trailer

Extended speed humps on Ocean and Pine preventing pass around

Replaced following signs:

Speed limit signs – 8 street names – 6 children at play -1 stop -1 4 way stop-1

Replaced keypad Parking kiosk Ocean Park

Replaced broken solar area light at Ocean Park

Monthly maintenance of storage lot – MS 4 compliance

Submitted article for Beach Comber stormwater info

Renewed all assigned numbers on all stormwater inlets plus markers

Installed stainless steel chains on swings at Ocean Park – longer life

Replaced storm drain grate on 6th Avenue

Historical water tower restoration and installation

Installed door closers in PD

Constructed new dune crossover 5th ave. beach

Installed light in PW bathroom LED

EAB banners up and down

Placed all traffic control cones etc. for Springfest and picked up



TOWN OF MELBOURNE BEACH

BREVARD COUNTY'S OLDEST BEACH COMMUNITY ESTABLISHED 1883

Building Department Report

MARCH 2024

- permits issued 54
- Construction value of the \$2,721,180.63 permits totaled \$28,642.34
- Total permit fees \$28,300.79
- Inspections completed 101
- Plans reviewed 54
- Site plan review for P&Z 1
- Vacation rental inspections 3
- New home 1
- Stop work order 0

Permit List

Permit	Type	Address	Applicant	Issued	Expired	Paid
PTR24-0004	Tree	211 SECOND AVE	Lawn and Tree REscue LLC	03/14/202	09/10/202	\$0.00
PRB24-0004	Res New Construction	510 THIRD AVE	CERTIFIED GENERAL CONTRACTOR	03/15/202	09/11/202	\$3801.47
PD24-0002	Demolition	510 THIRD AVE	510 3RD AVENUE LLC	03/12/202	09/08/202	\$154.25
PRR24-0017	Reroof	215 FOURTH AVE	TOTAL HOME EXTERIORS OF FLORIDA INC	03/19/202	09/16/202	\$420.25
PRR24-0014	Reroof	413 FOURTH AVE	POE ROOFING AND CONSULTING INC	03/07/202	09/11/202	\$328.00
PWS24-0028	Window, Door, and Shutter Permit	217 FOURTH AVE	W. Anthes Inc.	03/06/202	09/17/202	\$79.00
PWS24-0025	Window, Door, and Shutter Permit	312 5TH AVE	WRIGHTS IMPACT WINDOW & DOOR	03/07/202	09/03/202	\$200.68
PWS24-0032	Window, Door, and Shutter Permit	315 6TH AVE	SUNSET VIEW WINDOWS AND DOORS RYAN BITGOOD	03/12/202	09/08/202	\$237.31
PTR24-0003	Tree	604 ALDEN PL	LLINAS, JACQUELINE B; DRAKE, DAVID G	03/05/202	09/01/202	\$0.00
PWS24-0027	Window, Door, and Shutter Permit	410 ANCHOR KY	NEIGHBORHOOD WINDOWS AND DOORS	03/21/202	09/17/202	\$1102.49
PM24-0022	Mechanical	505 ANDREWS DR	Michael B Kabran	03/20/202	09/16/202	\$164.09
PRB24-0005	Res Building	521 ANDREWS DR	The Hug Co Professional Association	03/28/202	09/24/202	\$1332.50
PM24-0023	Mechanical	205 ASH AVE	Kristin N Kelly	03/14/202	09/10/202	\$236.47
PWS24-0033	Window, Door, and Shutter Permit	210 ASH AVE	Florida Retrofits Inc	03/20/202	09/23/202	\$79.00
PE24-0015	Electrical	1408 ATLANTIC ST	Sallade, Scott	03/08/202	09/04/202	\$79.00
PRB24-0009	Res Building	1607 ATLANTIC ST	Bosinger, Daniel J; Bosinger, Sonia A	03/22/202	09/18/202	\$79.00
PWS24-0036	Window, Door, and Shutter Permit	1706 ATLANTIC ST 3C	ELEGANT HOMES & DESIGNS INC HOWARD FINK	03/27/202	09/23/202	\$163.35
PWS24-0022	Window, Door, and Shutter Permit	1903 ATLANTIC ST 233	East Coast Shutter, Inc	03/05/202	09/01/202	\$354.89
PWS24-0030	Window, Door, and Shutter Permit	2050 ATLANTIC ST 323	ELEGANT HOMES & DESIGNS INC HOWARD FINK	03/13/202	09/09/202	\$177.61
PCD24-0005	Paver, Concrete, & Deck	809 ATLANTIC ST 0	Brevard Outdoor Services	03/08/202	09/04/202	\$430.50
PAS24-0004	Accessory Structure	311 BANYAN WAY	NIELSEN, DAVID	03/22/202	09/23/202	\$79.00
PWS24-0034	Window, Door, and Shutter Permit	502 BANYAN WAY	KESILMAN, JAMES	03/29/202	09/25/202	\$386.22
PRB24-0007	Res Building	504 BANYAN WAY	BC RENO GROUP	03/19/202	09/15/202	\$973.75
PWS23-0109	Window, Door, and Shutter Permit	1908 CEDAR LANE	NIXON SCREENING INC	03/08/202	09/04/202	\$439.52
PPL24-0004	Pool	1908 CEDAR LANE	INTERCOASTAL POOL AND SPA	03/07/202	09/25/202	\$630.38
PRR24-0018	Reroof	211 DOGWOOD AVE	FLORIDA ROOF BROS LLC	03/20/202	09/16/202	\$455.59
PRR24-0013	Reroof	400 DRIFTWOOD AVE	Atlantiss One Roofing LLC	03/05/202	09/11/202	\$379.25

Permit List

Permit	Type	Address	Applicant	Issued	Expired	Paid
PWS24-0029	Window, Door, and Shutter Permit	214 ELM AVE	SUNSET VIEW WINDOWS AND DOORS RYAN BITGOOD	03/13/202	09/24/202	\$353.94
PM24-0021	Mechanical	318 HIBISCUS TRL	WHITLOCK, GARY	03/11/202	09/16/202	\$341.38
PF24-0005	Fence	320 HIBISCUS TRL	Carrie's Fence of Palm Bay	03/05/202	09/04/202	\$81.82
PF24-0007	Fence	320 HIBISCUS TRL	Carrie's Fence of Palm Bay	03/14/202	09/10/202	\$79.00
PCD24-0004	Paver, Concrete, & Deck	400 HIBISCUS TRL	SEASCAPE ORNAMENTAL GARDENING	03/13/202	09/09/202	\$410.00
PPL24-0005	Pool	407 HIBISCUS TRL	PINEAPPLE POOLS OF FLORIDA, LLC	03/18/202	09/18/202	\$863.05
PF24-0008	Fence	407 HIBISCUS TRL	Carrie's Fence of Palm Bay	03/27/202	09/23/202	\$230.01
PSL24-0001	Solar	514 HIBISCUS TRL	KIN HOME LLC	03/08/202	09/04/202	\$985.23
PP24-0006	Plumbing	516 HIBISCUS TRL	Stuart II, Ricky	03/21/202	09/23/202	\$246.00
PAS24-0002	Accessory Structure	605 HIBISCUS TRAIL	Housman's Aluminum & Screening Inc	03/06/202	09/02/202	\$314.17
PCD24-0006	Paver, Concrete, & Deck	1503 OAK ST	GARRETT, DERALL W, JR	03/26/202	09/22/202	\$161.86
PRR24-0015	Reroof	1805 OAK ST	G&G ROOFING CONSTRUCTION INC CHEYANNE@CFLROOFING.COM	03/12/202	09/28/202	\$1025.00
PCB24-0002	Com Building	315 OCEAN AVE	ELEVATION CONTRACTORS	03/11/202	09/07/202	\$687.50
PAS24-0003	Accessory Structure	1103 ORANGE ST	HOME RESCREENING INC.	03/11/202	09/18/202	\$168.56
PWS24-0023	Window, Door, and Shutter Permit	1803 ORANGE ST	STUMPF, PAUL CHRISTIAN	03/07/202	09/08/202	\$79.00
PF24-0009	Fence	1301 PINE ST	SUPERIOR FENCE & RAIL OF BREVARD COUNTY INC	03/27/202	09/23/202	\$89.64
PPL24-0003	Pool	1508 PINE ST	ATLAS POOLS OF CENTRAL FLORIDA	03/08/202	09/04/202	\$3397.74
PRR24-0016	Reroof	1802 PINE ST	CHILLEMI RESTORATION AND ROOFING INC	03/13/202	09/09/202	\$716.17
PM24-0019	Mechanical	407 POINSETTIA RD	Robert Miller	03/12/202	09/18/202	\$410.37
PM24-0020	Mechanical	407 POINSETTIA RD	Granger, Brandon	03/11/202	09/07/202	\$0.00
PPL24-0006	Pool	2204 REDWOOD AVE	All American Pools of west Melbourne	03/11/202	09/07/202	\$717.50
PWS24-0024	Window, Door, and Shutter Permit	437 RIVER VW	Roll Tite Shutters East, Inc.	03/05/202	09/15/202	\$609.88
PRB24-0006	Res Building	421 RIVER VIEW LN	BRUBAKER, MICHAEL	03/28/202	09/24/202	\$2665.00
PD24-0003	Demolition	421 RIVER VIEW LN	BRUBAKER, MICHAEL	03/07/202	09/03/202	\$304.25
PWS24-0031	Window, Door, and Shutter Permit	2008 ROSEWOOD DR	SUNSET VIEW WINDOWS AND DOORS RYAN BITGOOD	03/13/202	09/09/202	\$316.90
PRO24-0002	Propane	449 SANDY KY	SAMS LP GAS COMPANY INC	03/07/202	09/17/202	\$129.00
PD23-0005	Demolition	526 SUNSET BLVD.	GROUNDLED BUILDS BREVARD, LLC	03/12/202	09/08/202	\$154.25

Permit List

Permit	Type	Address	Applicant	Issued	Expired	Paid
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Total Permits:	54
Total Paid:	\$28300.79

Monthly Permit List

04/01/2024

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Accessory Structure

Permit #	Applicant	Address	Fee Total	Const. Value
PAS24-0004	NIELSEN, DAVID	311 BANYAN WAY	\$79.00	\$1800.00
Work Description: PERGOLA ATTACHED TO EXISTING STRUCTURE				
PAS24-0002	Housman's Aluminum & Screening Inc	605 HIBISCUS TRAIL	\$314.17	\$10650.00
Work Description: Build and install compostie roof porch				
PAS24-0003	HOME RESCREENING INC.	1103 ORANGE ST	\$168.56	\$5470.00
Work Description: EXTEND SCREEN ENCLOSURE ON NORTH SIDE OF EXISTING ENCLOSURE 11 X11				

Total Permits For Type: 3
Total Fees For Type: \$561.73
Total Const. Value For Type: \$17920.00

Com Building

Permit #	Applicant	Address	Fee Total	Const. Value
PCB24-0002	ELEVATION CONTRACTORS	315 OCEAN AVE	\$687.50	\$48000.00
Work Description: install 1 ada bathroom/ install new kitchen				

Total Permits For Type: 1
Total Fees For Type: \$687.50
Total Const. Value For Type: \$48000.00

Demolition

Permit #	Applicant	Address	Fee Total	Const. Value
PD24-0002	510 3RD AVENUE LLC	510 THIRD AVE	\$154.25	\$2100.00
Work Description: home demolition				
PD24-0003	BRUBAKER, MICHAEL	421 RIVER VIEW LN	\$304.25	\$10000.00
Work Description: Demo, interior				
PD23-0005	GROUNDLED BUILDS BREVARD, LLC	526 SUNSET BLVD.	\$154.25	\$7000.00
Work Description: demolition of entire structure				

Total Permits For Type: 3
Total Fees For Type: \$612.75
Total Const. Value For Type: \$19100.00

Electrical

Permit #	Applicant	Address	Fee Total	Const. Value
PE24-0015	sallade, scott	1408 ATLANTIC ST	\$79.00	\$2499.00
Work Description: Pool electrical panel replacement				

Total Permits For Type: 1
Total Fees For Type: \$79.00
Total Const. Value For Type: \$2499.00

Fence

Permit #	Applicant	Address	Fee Total	Const. Value
PF24-0005	Carrie's Fence of Palm Bay	320 HIBISCUS TRL	\$81.82	\$2594.00
	Work Description: Installing 67' of 6' tall wood - board on board fence			
PF24-0007	Carrie's Fence of Palm Bay	320 HIBISCUS TRL	\$79.00	\$2138.00
	Work Description: proposed installing 34' of 6' tall wood fence w/(2) 5' wide walk gates			
PF24-0008	Carrie's Fence of Palm Bay	407 HIBISCUS TRL	\$230.01	\$7480.00
	Work Description: proposed installing 147' of 6' tall wood fence w (1) 5' wide walk gate and (1) 10' double drive gate			
PF24-0009	SUPERIOR FENCE & RAIL OF BREVARD COUNTY INC	1301 PINE ST	\$89.64	\$2854.57
	Work Description: Install 210' of 6' pvc fence w/1-4' gate and 1-5' aluminum gate			

Total Permits For Type: 4
Total Fees For Type: \$480.47
Total Const. Value For Type: \$15066.57

Mechanical

Permit #	Applicant	Address	Fee Total	Const. Value
PM24-0022	Michael B Kabran	505 ANDREWS DR	\$164.09	\$5323.00
	Work Description: replace 14.3 seer2 3.5 ton *CU only* to match existing Alt, exact size c/o, no duct work			
PM24-0023	Kristin N Kelly	205 ASH AVE	\$236.47	\$7690.00
	Work Description: Replace HVAC system exact size change out no duct work			
PM24-0021	WHITLOCK, GARY	318 HIBISCUS TRL	\$341.38	\$13305.00
	Work Description: change out ac with 4 ton 16.00 seer 2			
PM24-0019	Robert Miller	407 POINSETTIA RD	\$410.37	\$20036.00
	Work Description: same size HVAC change out with new duct work			
PM24-0020	Granger, Brandon	407 POINSETTIA RD	\$0.00	\$13322.00
	Work Description: HVAC SWAP OUT			

Total Permits For Type: 5
Total Fees For Type: \$1152.31
Total Const. Value For Type: \$59676.00

Paver, Concrete, & Deck

Permit #	Applicant	Address	Fee Total	Const. Value
PCD24-0005	Brevard Outdoor Services	809 ATLANTIC ST 0	\$430.50	\$22000.00

Work Description: Demo old pavers and install new ones to expand the paved area

PCD24-0004	SEASCAPE ORNAMENTAL GARDENING	400 HIBISCUS TRL	\$410.00	\$20000.00
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Work Description: paver driveway

PCD24-0006	GARRETT, DERALL W, JR	1503 OAK ST	\$161.86	\$5250.00
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Work Description: POUR CONCRETE DRIVEWAY EXTENSION AND FRONT PORCH

Total Permits For Type:	3
Total Fees For Type:	\$1002.36
Total Const. Value For Type:	\$47250.00

Plumbing

Permit #	Applicant	Address	Fee Total	Const. Value
PP24-0006	Stuart II, Ricky	516 HIBISCUS TRL	\$246.00	\$8000.00
Work Description: Replace existing copper water lines with PEX from water service valve to all fixtures				

Total Permits For Type:	1
Total Fees For Type:	\$246.00
Total Const. Value For Type:	\$8000.00

Pool

Permit #	Applicant	Address	Fee Total	Const. Value
PPL24-0004	INTERCOASTAL POOL AND SPA	1908 CEDAR LANE	\$630.38	\$41500.00
Work Description: install inground swimming pool				
PPL24-0005	PINEAPPLE POOLS OF FLORIDA, LLC	407 HIBISCUS TRL	\$863.05	\$64200.00
Work Description: New swimming pool				
PPL24-0003	ATLAS POOLS OF CENTRAL FLORIDA	1508 PINE ST	\$3397.74	\$545950.00
Work Description: demo existing pool, install inground gunite swimming pool 20 x 92'6" with spa Pool=1600 sq ft decks 1574 sq ft				
PPL24-0006	All American Pools of West Melbourne	2204 REDWOOD AVE	\$717.50	\$50000.00
Work Description: construction of new swimming pool				

Total Permits For Type:	4
Total Fees For Type:	\$5608.67
Total Const. Value For Type:	\$701650.00

Propane

Permit #	Applicant	Address	Fee Total	Const. Value
PRO24-0002	SAMS LP GAS COMPANY INC	449 SANDY KY	\$129.00	\$1480.00
Work Description: Installing 250 UG tank running 20' to house stub				

Total Permits For Type:	1
Total Fees For Type:	\$129.00

Total Const. Value For Type: \$1480.00

Reroof

Permit #	Applicant	Address	Fee Total	Const. Value
PRR24-0017	TOTAL HOME EXTERIORS OF FLORIDA INC	215 FOURTH AVE	\$420.25	\$21000.00
	Work Description: ReRoof shingle to shingle			
PRR24-0014	POE ROOFING AND CONSULTING INC	413 FOURTH AVE	\$328.00	\$12000.00
	Work Description: SHINGLE ROOF REPLACEMENT			
PRR24-0018	FLORIDA ROOF BROS LLC	211 DOGWOOD AVE	\$455.59	\$24448.00
	Work Description: Shingle roof replacement			
PRR24-0013	Atlantiss One Roofing LLC	400 DRIFTWOOD AVE	\$379.25	\$17000.00
	Work Description: SHINGLE ROOF REPLACEMENT			
PRR24-0015	G&G ROOFING CONSTRUCTION INC CHEYANNE@CFLROOFING.COM	1805 OAK ST	\$1025.00	\$80000.00
	Work Description: commercial roof over 148sq 60mil tpo			
PRR24-0016	CHILLEMI RESTORATION AND ROOFING INC	1802 PINE ST	\$716.17	\$49870.35
	Work Description: re-roof of 3500 sq ft at 1:12 pitch			

Total Permits For Type: 6
Total Fees For Type: \$3324.26
Total Const. Value For Type: \$204318.35

Res Building

Permit #	Applicant	Address	Fee Total	Const. Value
PRB24-0005	The Hug Co Professional Association	521 ANDREWS DR	\$1332.50	\$120000.00
	Work Description: COMPLETE REMODEL OF EXISTING RESIDENCE. THE REMODEL WILL CONSIST OF NEW PLUMBING, ELECTRICAL, MECHANICAL AND ROOFING. ALL WORK WILL BE PER ENGINEER SEALED PLANS			
PRB24-0009	Bosinger, Daniel J; Bosinger, Sonia A	1607 ATLANTIC ST	\$79.00	\$2500.00
	Work Description: interior residential alteration: replace existing vanities, replace tub and shower, cabinets and flooring. remove dry wall arch and cap off some electrical and move electrical to cabinet			
PRB24-0007	BC RENO GROUP	504 BANYAN WAY	\$973.75	\$75000.00
	Work Description: Master Bath Addition			
PRB24-0006	BRUBAKER, MICHAEL	421 RIVER VIEW LN	\$2665.00	\$380000.00
	Work Description: Interior remodel			

Total Permits For Type: 4
Total Fees For Type: \$5050.25
Total Const. Value For Type: \$577500.00

Res New Construction

Permit #	Applicant	Address	Fee Total	Const. Value
PRB24-0004	CERTIFIED GENERAL CONTRACTOR	510 THIRD AVE	\$3801.47	\$703500.00
Work Description: new construction of 2 story single family residence				

Total Permits For Type: 1
Total Fees For Type: \$3801.47
Total Const. Value For Type: \$703500.00

Solar

Permit #	Applicant	Address	Fee Total	Const. Value
PSL24-0001	KIN HOME LLC	514 HIBISCUS TRL	\$985.23	\$76120.00
Work Description: ROOF MOUNTED SOLAR INSTALL 15.600KW				

Total Permits For Type: 1
Total Fees For Type: \$985.23
Total Const. Value For Type: \$76120.00

Tree

Permit #	Applicant	Address	Fee Total	Const. Value
PTR24-0004	Lawn and Tree RESCUE LLC	211 SECOND AVE	\$0.00	\$0.01
Work Description: removal of a dead palm tree and a dying palm tree				
PTR24-0003	LLINAS, JACQUELINE B; DRAKE, DAVID G	604 ALDEN PL	\$0.00	\$0.01
Work Description: removal of 35-40 trees				

Total Permits For Type: 2
Total Fees For Type: \$0.00
Total Const. Value For Type: \$0.02

Window, Door, and Shutter Permit

Permit #	Applicant	Address	Fee Total	Const. Value
PWS24-0028	w. Anthes Inc.	217 FOURTH AVE	\$79.00	\$2400.00
Work Description: Install 16 x 7 impact rated garage door				
PWS24-0025	WRIGHTS IMPACT WINDOW & DOOR	312 5TH AVE	\$200.68	\$6524.62
Work Description: REPLACE 1 DOOR, 1 WINDOW WITH IMPACT				
PWS24-0032	SUNSET VIEW WINDOWS AND DOORS RYAN BITGOOD	315 6TH AVE	\$237.31	\$7717.36
Work Description: installation of windows				
PWS24-0027	NEIGHBORHOOD WINDOWS AND DOORS	410 ANCHOR KY	\$1102.49	\$87560.00
Work Description: replacing 29 like for like impact windows, 4 like for like impact sliding doors, and 1 like for like impact door				
PWS24-0033	Florida Retrofits Inc	210 ASH AVE	\$79.00	\$1900.00
Work Description: replace exterior doors size for size				

PWS24-0036	ELEGANT HOMES & DESIGNS INC HOWARD FINK	1706 ATLANTIC ST 3C	\$163.35	\$5299.00
	Work Description: 1 IMP SGD replacement; size for size			
PWS24-0022	East Coast Shutter, Inc	1903 ATLANTIC ST 233	\$354.89	\$14624.00
	Work Description: HURRICANE CHUTTERS FL 22558			
PWS24-0030	ELEGANT HOMES & DESIGNS INC HOWARD FINK	2050 ATLANTIC ST 323	\$177.61	\$5767.00
	Work Description: 4 DR, 2 MULL WINDOW REPLACEMENTS; SIZE FOR SIZE &IMP			
PWS24-0034	KESILMAN, JAMES	502 BANYAN WAY	\$386.22	\$17680.10
	Work Description: window and door replacement			
PWS23-0109	NIXON SCREENING INC	1908 CEDAR LANE	\$439.52	\$22880.00
	Work Description: Enlarge one window opening, Install 8 impact windows and 3 impact doors			
PWS24-0029	SUNSET VIEW WINDOWS AND DOORS RYAN BITGOOD	214 ELM AVE	\$353.94	\$14531.37
	Work Description: installation of window and doors			
PWS24-0023	STUMPF, PAUL CHRISTIAN	1803 ORANGE ST	\$79.00	\$1800.00
	Work Description: REPLACE 1-WINDOW 3'X3' AND 1 DOOR WITH 1EA 3'X'5' WINDOW			
PWS24-0024	Roll Tite Shutters East, Inc.	437 RIVER VW	\$609.88	\$39500.00
	Work Description: Installtion of hurricane shutters to enclise lanii quote 2261			
PWS24-0031	SUNSET VIEW WINDOWS AND DOORS RYAN BITGOOD	2008 ROSEWOOD DR	\$316.90	\$10917.24
	Work Description: installation of windows			

Total Permits For Type:	14
Total Fees For Type:	\$4579.79
Total Const. Value For Type:	\$239100.69

Grand Total Fees:	\$28,300.79
Grand Total Permits:	54.00
Grand Total Const. Value:	\$2721180.63

Inspection Totals

DECK - NAIL OFF	1
Dry In	1
Dry-In	7
Dry-In Roof	1
Electrical	4
Final	12
Final	5
Final Building	2
Final Electrical	1
Final Fence	4
Final Mechanical	7
Final Paver, Concrete, & Deck	1
Final Plumbing	1
Final Pool	2
Final Pool Resurface	3
Final Propane	1
Final Solar	2
Final Window, Door, & Shutter	10
Fire Inspection	2
Footer	2

Inspection Totals

Framing	4
In Progress	2
In-Progress	4
Insulation	1
Open Hole	1
Plumbing Underground	1
Pre Pour	1
Rough Electrical	2
Rough Mechanical	1
Rough Plumbing	7
Screw	2
Sheathing	3
Steel & Ground	2
Underground Plumbing	1

Total # of Inspections: 101

Certificate List

Active Vacation Rental Certificates March 2024

04/02/2024

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Certificate #	Property Address	Certificate Type	Holder	Status	Issued	Expires	Amount Due
CVR22-0044	224 FIFTH AVE	Vacation Rental	POVICH, ROBYN S	Issued	07/07/2023	07/07/2024	\$0.00
CVR23-0002	501 POINSETTIA RD	Vacation Rental	GENNA, PETE	Issued	07/06/2023	07/06/2024	\$0.00
CVR23-0003	304 FOURTH AVE	Vacation Rental	SAMMELMAN, MARK T	Issued	01/11/2024	01/11/2025	\$0.00
CVR23-0004	608 MANGO DR	Vacation Rental	COMPO, DEVIN	Issued	06/05/2023	06/05/2024	\$0.00
CVR23-0005	300 THIRD AVE	Vacation Rental	GNK PROPERTIES	Issued	06/05/2023	06/05/2024	\$0.00
CVR23-0006	405 FIFTH AVE	Vacation Rental	GNK PROPERTIES LLC	Issued	06/05/2023	06/05/2024	\$0.00
CVR23-0007	510 BANYAN WAY	Vacation Rental	MCGRATH, JEFFREY	Issued	08/02/2023	08/02/2024	\$0.00
CVR23-0008	406 HIBISCUS TRL	Vacation Rental	PETERS, ERIC RYAN	Issued	06/09/2023	06/09/2024	\$0.00
CVR23-0009	415 HIBISCUS TRL	Vacation Rental	GOSSELIN, JAKE	Issued	06/12/2023	06/12/2024	\$0.00
CVR23-0010	311 AVENUE A	Vacation Rental	K5 INVESTMENT GROUP LLC	Issued	06/09/2023	06/09/2024	\$0.00
CVR23-0011	400 AVENUE B	Vacation Rental	KERR, JOHN	Issued	08/31/2023	08/31/2024	\$0.00
CVR23-0015	527 AVENUE B	Vacation Rental	SEIDEL, BRIAN R	Issued	11/08/2023	11/08/2024	\$0.00
CVR23-0016	217 FOURTH AVE	Vacation Rental	FOURTH AVENUE LLC	Issued	10/17/2023	10/17/2024	\$0.00
CVR23-0017	211 CHERRY DR	Vacation Rental	LA GALA, DEAN	Issued	10/27/2023	10/27/2024	\$0.00
CVR23-0019	228 6TH AVE	Vacation Rental	WELLENS, DOUGLAS M	Issued	10/26/2023	10/26/2024	\$0.00
CVR23-0020	212 DOGWOOD AVE	Vacation Rental	DEAN LAGALA	Issued	10/27/2023	10/27/2024	\$0.00
CVR23-0021	317 FIRST AVE	Vacation Rental	LESINSKI, ZACH	Issued	10/24/2023	10/24/2024	\$0.00
CVR23-0022	1905 REDWOOD AVE	Vacation Rental	ATLANTIC SURFSIDE, LLC	Issued	10/30/2023	10/30/2024	\$0.00
CVR23-0023	411 OAK ST	Vacation Rental	MOLINA OAK LLC	Issued	11/14/2023	11/14/2024	\$0.00
CVR23-0024	315 AVENUE B	Vacation Rental	KOGOK, RONALD C, JR	Issued	11/06/2023	11/06/2024	\$0.00
CVR23-0025	2201 REDWOOD AVE	Vacation Rental	NEWTON, SHEILA D	Issued	11/21/2023	11/21/2024	\$0.00
CVR24-0001	308 SECOND AVE	Owner Occupied Exempt	NOBLE, LINDA S	Issued	01/10/2024	12/31/2024	\$0.00
CVR24-0002	311 FIRST AVE	Owner Occupied Exempt	JEPPSON, RICHARD C	Issued	01/10/2024	12/31/2024	\$0.00
CVR24-0003	322 3RD AVE	Owner Occupied Exempt	BARTON, JOYCE	Issued	01/10/2024	12/31/2024	\$0.00
CVR24-0004	205 SURF RD	Vacation Rental	BLESSED IN THE SON LLC	Issued	03/12/2024	03/12/2025	\$0.00
CVR24-0005	312 SECOND AVE	Vacation Rental	HENSEL, KURT	Issued	03/01/2024	03/01/2025	\$0.00
CVR24-0006	209 FIRST AVE	Vacation Rental	KERR, HOWARD, DIANE	Issued	03/04/2024	03/04/2025	\$0.00
CVR24-0007	320 2ND AVE	Vacation Rental	WAGNER, CHRISTOPHER WAGNER, KIM	Issued	02/27/2024	02/27/2025	\$0.00

Total # of Certificates:
28

Certificate List

Certificate #	Property Address	Certificate Type	Holder	Status	Issued	Expires	Amount Due
Total Amount Due:			\$0.00				

Enforcement List

Closed Enforcement List March 2024

04/10/2024

1/1

Enforcement #	Address	Category	Status	Origin	Filed	Closed
ECE23-0200	401 AVENUE B	Trailers, Boats, and Recreational Vehicles	Closed - Court Magistrate	Public - Email	11/14/23	03/01/24
ECE23-0202	1501 ATLANTIC ST A	Trees and Landscaping	Closed - Complied		11/18/23	03/02/24
ECE24-0209	311 BANYAN WAY	Building Permit Violation	Closed - Complied	Staff	02/08/24	03/04/24
ECE24-0211	308 FIRST AVE	Trees and Landscaping	Closed - Complied	Staff	02/22/24	03/26/24
ECE24-0212	602 SHANNON AVE	Short Term Rental Violations	Closed - Complied	Staff	03/01/24	03/18/24
ECE24-0213	404 COLONY ST	Trailers, Boats, and Recreational Vehicles	Closed - Complied	Public - Email	03/18/24	03/29/24

Total # of Enforcements: 6

ECE23-0200: Boat and trailer parked in front of house

ECE23-0202: Shrubbery obscuring view on corner lot

ECE24-0209: Construction without permit

ECE24-0211: Shrubbery overhanging street

ECE24-0212: non-certified Short-term Rental

ECE24-0213: Boat and trailer parked in front of house

Enforcement List

Open Code Enforcement Cases March 2024

04/10/2024

1/1

Enforcement #	Address	Category	Status	Origin	Filed	Closed
ECE23-0179	204 CHERRY DR	Short Term Rental Violations	Open - Court Magistrate	Staff	07/31/23	
ECE23-0193	409 THIRD AVE	Attractive Nuisance	Open - First Letter Sent	Staff	09/21/23	
ECE23-0201	302 ORANGE ST	Building Permit Violation	Open - Court Magistrate	Staff	11/14/23	
ECE23-0206	200 OCEAN AVE STE 203	Business Tax	Open - First Letter Sent	Staff	12/18/23	
ECE24-0208	314 AVENUE B	Building Permit Violation	Open - Citation Issued	Staff	01/11/24	

Total # of Enforcements: 5

ECE23-0179: Unregistered vacation rental, scheduling hearing with Special Magistrate

ECE23-0193: Owner lives out of town, moving back soon, contacted 4/2/24 for update on addressing property issues ASAP.

ECE23-0201: Magistrate ruled, fines accruing.

ECE23-0206: BTR invoice and late fees sent to business owner.

ECE24-0208: Property owner working with Building Official to remedy.



Town of Melbourne Beach



Fire Department

MONTHLY REPORT – March 2024

Incident Response

For the month of March 2024, the Melbourne Beach Volunteer Fire Department responded to 11 calls for service. The average number of responding volunteer personnel per paged out call for the month was 11.

Breakdown:

- 10 Fire/Rescue 911 Calls (Paged out)
- 1 Coverage/Standby Assignment (Gemini fire drill)

Department Membership

- 1 Fire Chief (*Full-Time*)
- 1 Maintenance Technician (*Part-Time*)
- 18 Certified Volunteer Firefighters
- 5 Support Services Volunteers
- 5 Probationary Members
- 3 Administrative Volunteers
- 1 Volunteer Fire Chaplain

Notable Incidents

- 3/5/2024 – Rollover Motor Vehicle Accident. E-58 & S-58, along with units from MBPD, BCFR, & IFD responded. 2 vehicles involved; 1 with moderate damage and 1 resting on its side. All victims self-extricated with minor injuries and refused transport to the hospital by ambulance.

Notable Events

The Department submitted a FEMA Assistance to Firefighters Grant requesting structural firefighting gear.

Fire Department leadership continued to work with the Melbourne Beach Volunteer Firefighters Association to investigate the possible donation of new boat for the Department's Marine Rescue Division.

The female firefighters of the MBVFD hosted a Girl Scout Brownie Troop for a tour of the fire station and a short presentation about CPR, AEDs, and fire safety.

The Department's Training Division hosted multiple training events in February including a FL-215 (16hr) Fire Operations in the Wildland / Urban Interface Course.

Chief Brown attended multiple FEMA emergency management training courses including G-271 (Hazardous Weather & Flood Preparation), G-272 (Warning Coordination), and G-393 (Mitigation for Emergency Managers). In addition, Chief Brown also attended multiple meetings including a planning meeting for the upcoming Founders Day event, the retirement ceremony for both the Indianalantic and Indian Harbour Beach Fire Chiefs, an annual Wildland Fire Coordination meeting, a National Volunteer Fire Council meeting, and an EOC Coordinators meeting.

Melbourne Beach VFD

Melbourne Beach, FL

This report was generated on 4/12/2024 10:39:12 AM



Incident Address and Type for Date Range (Landscape)

Incident Status(s): All Incident Statuses | Start Date: 03/01/2024 | End Date: 03/31/2024

INCIDENT #	DATE	LOCATION TYPE	ADDRESS	INCIDENT TYPE	ALARM	CLEARED SCENE
2024-23	03/04/2024		453 Sandy KY , Melbourne Beach, FL, 32951	Electrical wiring/equipment problem, other	03/04/2024 02:01	03/04/2024 02:42
2024-24	03/04/2024		416 First AVE , Indialantic, FL, 32903	Unintentional transmission of alarm, other	03/04/2024 04:40	03/04/2024 04:49
2024-25	03/05/2024	Intersection	Oak Street AVE / Third Avenue, Melbourne Beach, FL, 32951	Motor vehicle accident with no injuries.	03/05/2024 07:44	03/05/2024 08:11
2024-26	03/05/2024		2100 Oak ST , Melbourne Beach, FL, 32951	Cover assignment, standby, moveup	03/05/2024 08:45	03/05/2024 09:26
2024-27	03/05/2024	Intersection	Oak Street / Ocean Ave, Melbourne Beach, FL, 32951	Chemical spill or leak	03/05/2024 12:25	03/05/2024 12:40
2024-28	03/06/2024	Intersection	Ocean AVE / Oak Street, Melbourne Beach, FL, 32951	Motor vehicle accident with no injuries.	03/06/2024 08:10	03/06/2024 08:32
2024-29	03/09/2024		1005 Atlantic ST , Melbourne Beach, FL, 32951	Alarm system sounded due to malfunction	03/09/2024 13:23	03/09/2024 13:51
2024-30	03/19/2024		1005 Atlantic ST , Melbourne Beach, FL, 32951	Motor vehicle accident with injuries	03/19/2024 12:19	03/19/2024 12:26
2024-31	03/28/2024		321 2nd AVE , Melbourne Beach, FL, 32951	Gas leak (natural gas or LPG)	03/28/2024 08:38	03/28/2024 10:03
2024-32	03/30/2024		318 Avenue B , Melbourne Beach, FL, 32951	Heat detector activation due to malfunction	03/30/2024 15:34	03/30/2024 15:44
2024-33	03/30/2024		304 Orange ST , Melbourne Beach, FL, 32951	Toxic condition, other	03/30/2024 17:18	03/30/2024 18:03

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



Melbourne Beach VFD

Melbourne Beach, FL

This report was generated on 4/12/2024 10:39:58 AM



Personnel Count per Incident for Date Range

Start Date: 03/01/2024 | End Date: 03/31/2024

INCIDENT				NUMBER OF PEOPLE		
NUMBER	DATE	INCIDENT TYPE	FDID	ON APPARATUS	NOT ON APPARATUS	TOTAL
** 2024-23	3/4/2024 02:01:58	440 - Electrical wiring/equipment problem, other	19112	11	0	11
** 2024-24	3/4/2024 04:40:34	740 - Unintentional transmission of alarm, other	19112	3	4	7
** 2024-25	3/5/2024 07:44:48	324 - Motor vehicle accident with no injuries.	19112	12	0	12
2024-26	3/5/2024 08:45:43	571 - Cover assignment, standby, moveup	19112	1	0	1
** 2024-27	3/5/2024 12:25:09	422 - Chemical spill or leak	19112	7	1	8
** 2024-28	3/6/2024 08:10:14	324 - Motor vehicle accident with no injuries.	19112	9	1	10
** 2024-29	3/9/2024 13:23:17	735 - Alarm system sounded due to malfunction	19112	9	6	15
** 2024-30	3/19/2024 12:19:30	322 - Motor vehicle accident with injuries	19112	5	3	8
** 2024-31	3/28/2024 08:38:21	412 - Gas leak (natural gas or LPG)	19112	3	6	9
** 2024-32	3/30/2024 15:34:49	734 - Heat detector activation due to malfunction	19112	5	7	12
** 2024-33	3/30/2024 17:18:15	420 - Toxic condition, other	19112	10	3	13

TOTAL # OF INCIDENTS: 11

AVERAGES:

6.8

2.8

9.6

Total # of incidents
paged out for
volunteer response: 10

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

7.4

3.1

10.5

Only REVIEWED incidents included



emergencyreporting.com

Doc Id: 358

Page # 1 of 1



Melbourne Beach Police Department

Monthly Report

March 2024



Operations:

In March 2024, the department responded to 1,634 calls for service and 72 house checks.

Activity:

- 39 Citations / 10 Written Warnings
- 158 Traffic Stops
- 145 Traffic Enforcement
- 4 Traffic Complaint
- 40 Parking Citations

Our radar trailer continues to be placed in various locations throughout the Town.

PD News

- Since graduating from the Traffic Homicide school, Sgt. Sadler is now apart of the beachside traffic homicide strike team to assist and gain assistance from other beachside agencies while investigating the THI's.
- March 12 the Police Department conducted MILO training with everyone taking part.
- Assisted in a succussful "Kids Fest" on March 2nd.
- The Police Department had 3 more officers qualify with the AR-15's.

Please see the attachments:

- Speed Sign report (Oak St. and Colony Dr.)
- Sergeant's monthly reports

Chief Zander will not be attending the April 17th Commission meeting due to the Brevard County Officer of the Year Banquet being held the same evening. He will be at the banquet to support his officer. If anybody has any questions or would like to pay him a visit, he is available any time to discuss any matters.

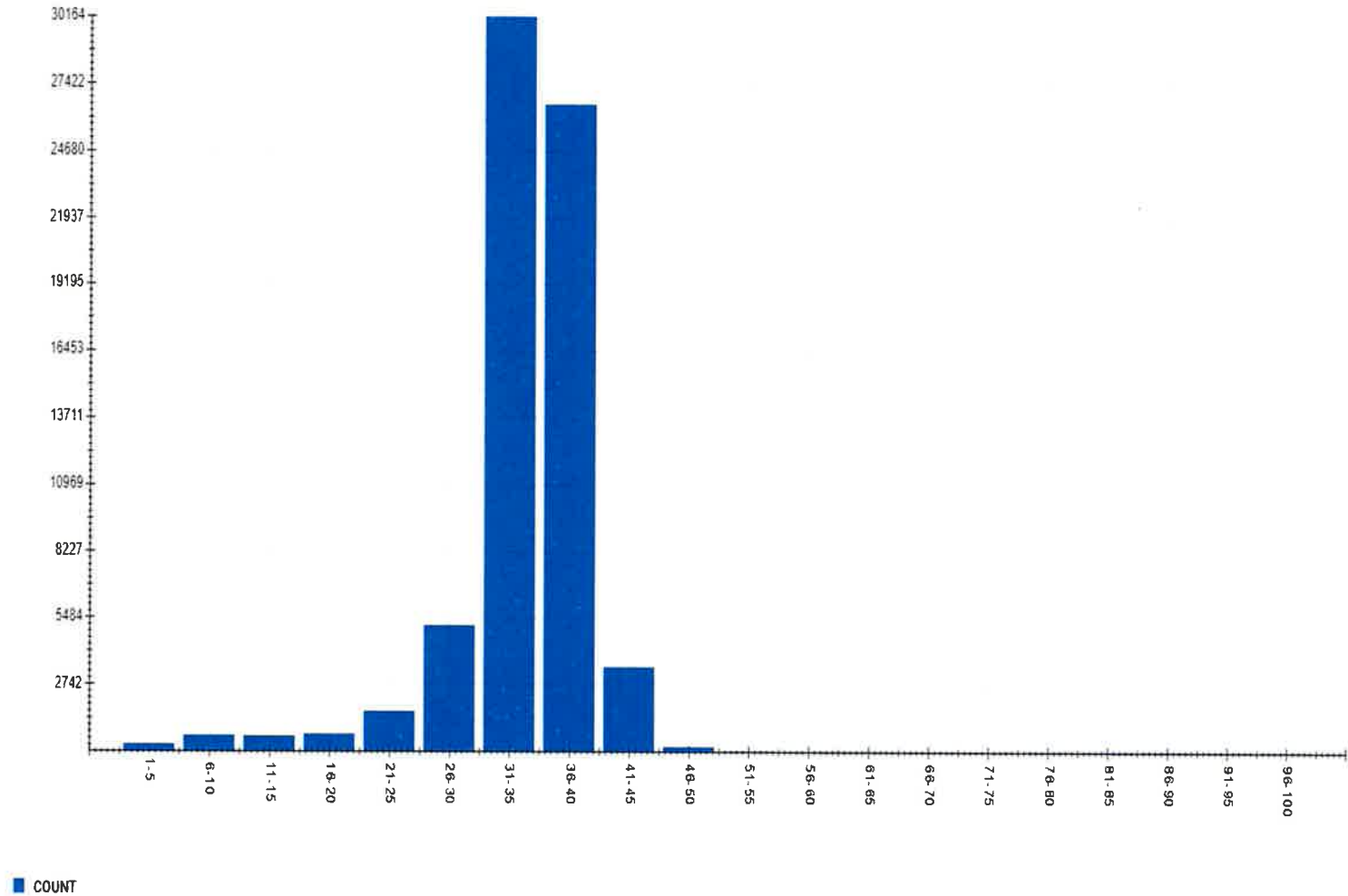
Count by Speed Range Report

Location: Oak Street (Colony)-SB

Address: Oak Street (Colony)-SB

Report period: 2024-03-01 to 2024-03-31

Count By Speed Range	
Speed (mph)	Count
1-5	278
6-10	641
11-15	608
16-20	702
21-25	1635
26-30	5155
31-35	30164
36-40	26578
41-45	3453
46-50	196
51-55	8
56-60	1
61-65	0
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
Total	69419





MELBOURNE BEACH POLICE DEPARTMENT
Jason Hinchman
Sergeant

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



Monthly Report March 2024

House Checks: 43

·03/05: Traffic crash at Oak Street and Third Avenue. (2) Two vehicles were involved, with major damage to both. Both vehicles were towed from the scene. The drivers of each vehicle complained of injuries but refused transport to the hospital. The driver at fault was issued a citation.

·03/05: Domestic verbal in the 500 block of Poinsettia Road. A male and a female were involved. No injuries were reported on scene. Parties separated.

·03/06: Traffic crash at Oak Street and Ocean Avenue. (2) Vehicles involved with minor damage. One vehicle was driven away from the scene, and the other was towed. One driver was transported to hospital. The driver at fault was issued a citation.

·03/07: Traffic crash at Oak Street and Avenue B. One vehicle involved an electric bike. The male subject on the bike was transported to the hospital with minor injuries. The owner removed the vehicle.

·03/15: Warrant arrest in the 400 block of Avenue B. A male subject was arrested for an out-of-county warrant and turned over to BCSO.

·03/23: Traffic crash at Ocean Avenue and Oak Street. (2) Vehicles involved with minor damage. No injuries were reported on scene. The drivers drove both vehicles away.

·03/24: Death investigation in the 500 block of Banyan Way. The scene was turned over to BCSO.

·03/29: Lewd act in the 100 block of Ocean Avenue. A male subject was arrested for exposing sexual organs in public.

**MELBOURNE BEACH POLICE DEPARTMENT****Jason Sadler****Sergeant****507 Ocean Ave, Melbourne Beach, FL 32951****Phone: (321) 723-4343****Fax: (321)725-3253**Sgt. Sadler Monthly Report March 2024

03/01- Suspicious vehicle in the 200 block of Ocean Avenue. 6 grams of marijuana was seized from the owner of the vehicle for destruction.

03/04- Electrical Fire in the 400 block of Sandy Key. Melbourne Beach Volunteer Fire Department, identified the source and eliminated the fire before it caused any damage to the residence.

03/11- Runaway juvenile in the 600 block of Shannon Avenue. Juvenile returned home safe the next day.

03/19- Traffic Crash in the 1000 block of Atlantic Street. Vehicle vs Bicycle with no major damage or major injuries.

03/19- Suspicious incident in the 300 block of Ocean Avenue. Two bicycles swapped places but later returned to their owners.

03/25- Petit theft in the 1000 block of Atlantic Street. Case was closed with a Decline to Prosecute by the victim.

- Total House Checks (Sadler Squad)- 29



**MELBOURNE BEACH POLICE DEPARTMENT
OFC. L. TEJEDA**

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



MEMORANDUM

TO: Chief Zander

FROM: OFC. Tejeda #329

RE: Patrol Vehicles

DATE: 4/1/2023

VEHICLE REPORT FOR: March 2024

Car 300 Ford Explorer 2022
Starting mileage # 18,782
Ending mileage # 19,693
Total mileage # 911
Total maintenance bill for the month \$0.00
Next oil change due at: 21,730

Car 363 Dodge Charger 2016
Starting mileage # 68,298
Ending mileage # 68,298
Total mileage #0
Total maintenance bill for the month \$0.00
Next oil change due at: 71,316

Car 360 Dodge Charger 2019
Starting mileage # 44,682
Ending mileage # 44,734
Total mileage # 52
Total maintenance bill for the month \$0.00
Next oil change due at: 45,299

Car 301 Ford Explorer 2022
Starting mileage # 6,412
Ending mileage # 7,074
Total mileage # 662
Total maintenance bill for the month \$0.00
Next oil change due at: 10,000

Car 302 Ford Explorer 2022
Starting mileage # 7,832
Ending mileage # 8,874
Total mileage #1,042
Total maintenance bill for the month \$0.00
Next oil change due at: 10,000

Car 366 Dodge Charger 2019
Starting mileage # 40,594
Ending mileage # 41,126
Total mileage # 532
Total maintenance bill for the month \$0.00
Next oil change due at: 44,693

Car 367 Dodge Charger 2021
Starting mileage # 27,775
Ending mileage # 28,344
Total mileage # 569
Total maintenance bill for the month \$0.00
Next oil change due at: 32,500

Atv #1 Honda TRX 420 2021
Starting Miles # 465
Ending Miles # 465
Total Miles #
Total Maintenance bill for the month \$0.00
Next service due at: 586

Atv #2 Honda TRX 420 2021
Starting Miles # 407
Ending Miles # 427
Total Miles #20
Total maintenance bill for the month \$0.00
Next service due at: 592

SPEED TRAILER MAINTENANCE

TRAILER 2

\$0.00

Total fleet maintenance cost for February 2024: \$0.00

Total mileage for February 2024: 3,788

Town of Melbourne Beach

Town Clerk Report

Records Management Project/ Scanning Project – Changes were made to the software in order for documents to be titled and filed correctly. Currently in the process of testing the changes and then working on a new sample. Should have the new sample box by the end of the week.

New Town Website Project – The Town has provided feedback on the sample website. Currently working through the rationalization process which determines what pages will be migrated and by whom.

Audio-Visual Equipment Project - The project is scheduled for installation on April 22-26th.

Vendor Meetings – Continue to meet bi-weekly with Granicus about the new town website. Meeting as needed with MCCi to work through each step of the records management project and to work out any glitches in the new records management software.

Town Meetings – Prepared agendas and minutes and attended the Planning and Zoning Board Meeting and the Regular Town Commission Meeting. Prepared for the Environmental Advisory Board, Parks Board, Town Commission Workshop, Ryckman House Historical Preservation and Awareness Board, and the History Center Board Meetings.

Elections – As of December 2022, all mail ballot requests expired, and voters must make a new request to receive mail ballots. New mail ballot requests are only good for elections through December 2024. For more information visit VoteBrevard.gov or call the Brevard County Supervisor of Elections office at 321-290-VOTE (8683).

This year there will be three elections.

- March 19, 2024 was the Presidential Preference Primary
- August 20, 2024 will be the Primary Election
- November 5, 2024 will be the General Election

The Town of Melbourne Beach will conduct a Municipal Election in conjunction with the November 5th General Election for the purpose of electing two at-large Commissioners for a three-year term.

Town Commission Meeting

Section: Old Business

Meeting Date: April 17, 2024

From: Building Official, Robert Bitgood

Re: Updated Utility Shed Ordinance

Background Information:

A new Utility Shed Ordinance was presented to Planning and Zoning on February 6, 2024, at which time, P&Z made changes to the language provided by the Building Official.

The new Utility Shed Ordinance was presented to the Town Commission on February 21, 2024, along with, the recommendations from Planning and Zoning. The Town Commission voted to approved the language as presented-see below

160 square feet
 11.6 feet total above grade inclusive of the base.
 Substantially screened by a vegetative barrier or fence.
 Utility Sheds behind the front building line.
 Roofline must be 5 feet off the property line,
 There shall be not be any water hooked up to the utility shed.

The Utility Shed Ordinance came back to Planning and Zoning on March 5, 2024, with the recommendations from the Town Commission. The Planning and Zoning Board amended their language to reflect the following changes:

140 square feet
 Utility sheds behind the rear of the front building line and behind the building
 Line of the side of any structure abutting any street with a 2-foot setback.

The new Utility Shed Ordinance was presented to the Town Commission on March 20, 2024, along with, the recommendations from Planning and Zoning Board. The Town Commission voted to table the item and requested the Building Official and Planning and Zoning Board provide options and visual diagrams.

Recommendation:

Approve the development of a new Utility Shed Ordinance reflecting the language selected by the Town Commission.

Attachments:

Town Commission approved language for new Utility Shed Ordinance
 Planning and Zoning approved language for new Utility Shed Ordinance
 Diagrams of corner lot lines for a shed

§ 7A-57. ACCESSORY STRUCTURES.

(a) (1) No accessory structure shall be erected in any front yard. Unless specifically defined in this chapter, no accessory structure shall be erected in any side yard. Except as otherwise provided by this chapter, no accessory structure shall exceed the height of the main structure. Unless specifically allowed in this chapter, no accessory structure other than a utility shed shall be constructed within 15 feet of any lot line.

(2) Accessory structures may be constructed simultaneously with, or following the construction of the main building and shall not be used until after the principal structure has been fully erected. Erection of tents as accessory structures is prohibited. No home occupation or business may be conducted in any accessory structure. No accessory structure which contains living quarters shall be constructed on any lot.

(b) Accessory buildings erected on lots fronting on two streets shall conform to main structure setbacks for the rear yard.

(c) Trailers may be used for the storage of equipment during construction provided such trailers are used only during the construction period. A temporary trailer permit shall be required for all structures, and shall be renewable every six months.

(d) **All utility sheds require a building permit.** Utility sheds may not be larger than 420 160 square feet in floor area and 10½ 11.6 feet total, above grade, in height inclusive of the base. ~~Utility shed foundations should be no higher than 8 inches above ground level.~~ **Utility sheds shall be substantially screened by a vegetative barrier or fence.** ~~screened from the front and side streets. Screening shall be accomplished through landscaping, fencing or a combination of the two.~~ **Utility sheds must be behind the rear of the front building line of the principal structure. On any corner lot, the shed must be both behind the rear of the front line of the principal structure and behind the building line of the side of any structure abutting any street.** Utility sheds are limited to one shed per 10,000 square feet of lot area ~~address~~. **Sheds may be placed on the side or rear property line. The roofline must be has to be within the lot line 5' off the property line. There shall not be any water hook to the utility shed.**

§ 7A-57. ACCESSORY STRUCTURES.

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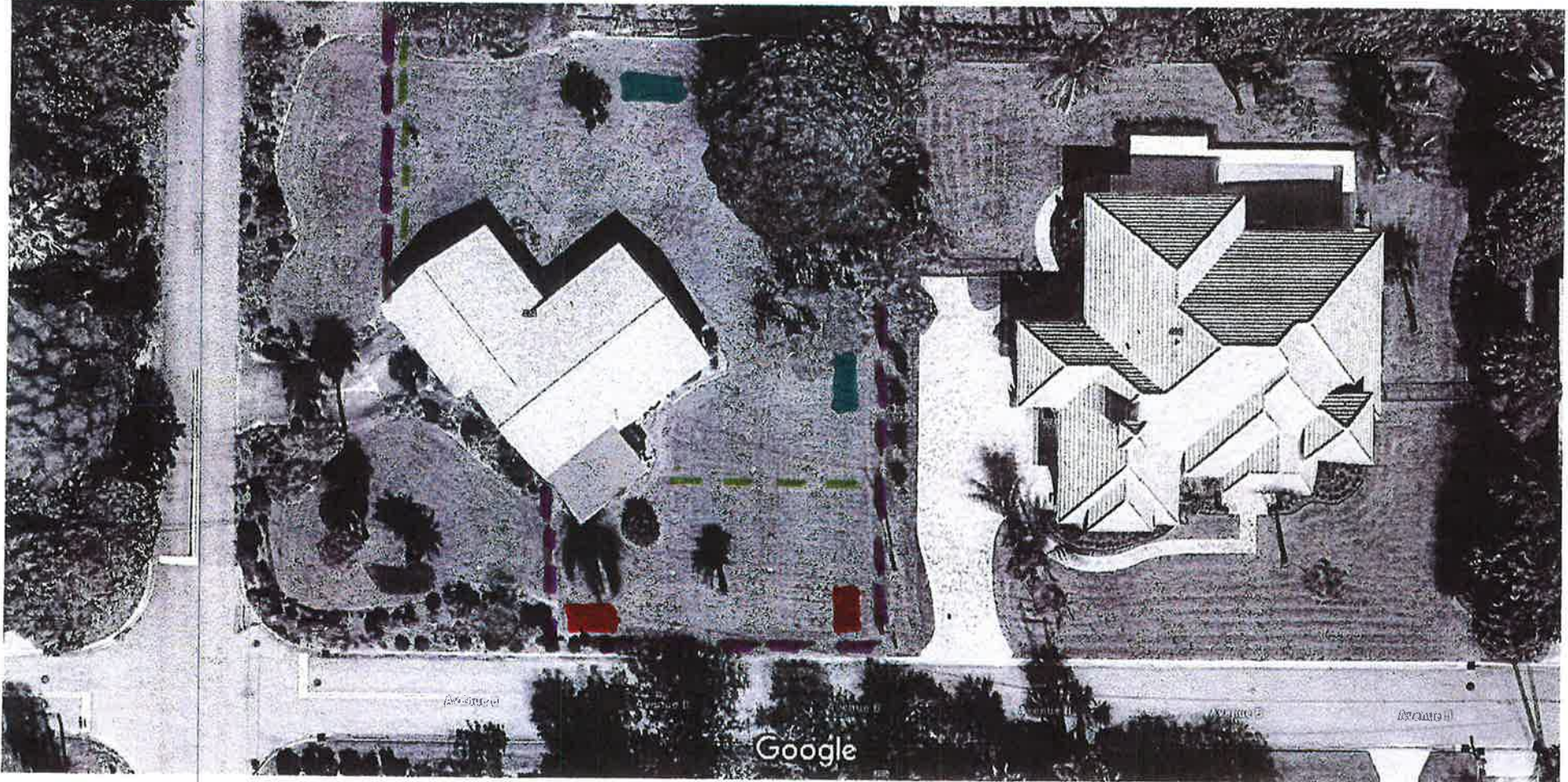
(d) **All utility sheds require a building permit.** Utility sheds may not be larger than 120 ~~140~~ square feet in floor area and ~~40.6~~ **11.6** feet in height. Utility shed foundations should be no higher than 8 inches above ground level. **Utility sheds shall be substantially screened by a vegetative barrier or fence** screened from the front and side streets. ~~Screening shall be accomplished through landscaping, fencing or a combination of the two.~~ Utility sheds must be behind the rear of the front line of the principal structure. On any corner lot, the shed must be both behind the rear of the front line of the principal structure and behind the building line of the side of any structure abutting any street. Utility sheds are limited to one shed per ~~10,000 square feet of lot area~~ **address**. Utility sheds may be placed on ~~the side or~~ rear property line. The roof line has to be within the lot line of the property **line**. **No water hook to the utility shed is permitted.**

with a
2ft
Setback

Google Maps

LOT 1

LOT 2



LOT 3

LOT 4

LOT 5

Imagery ©2024 Google, Map data ©2024, Map data ©2024 20 ft



ROBERT PROPOSAL - SET BACK 5'



PTZ/CURRENT ORDINANCE



FENCE



PTZ/CURRENT ORDINANCE SET BACK 25'



LOT 1

LOT 2



LOT 3

LOT 4

LOT 5

Imagery ©2024 Google, Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 20 ft



ROBERT PROPOSAL - SET BACK 5'



P+Z and CURRENT ORDINANCE
FENCE



P+Z/CURRENT ORDINANCE SET BACK 25'





Google Maps

LOT 2

LOT 3



Imagery ©2024 Google, Map data ©2024, Map data ©2024 20 ft

-  P&Z/CURRENT ORDINANCE
-  ROBERT PROPOSAL - SET BACK 5'
-  FENCE
-  P&Z/CURRENT ORDINANCE SET BACK 25'



- CURRENT P/Z ORDINANCE LOCATION AREA



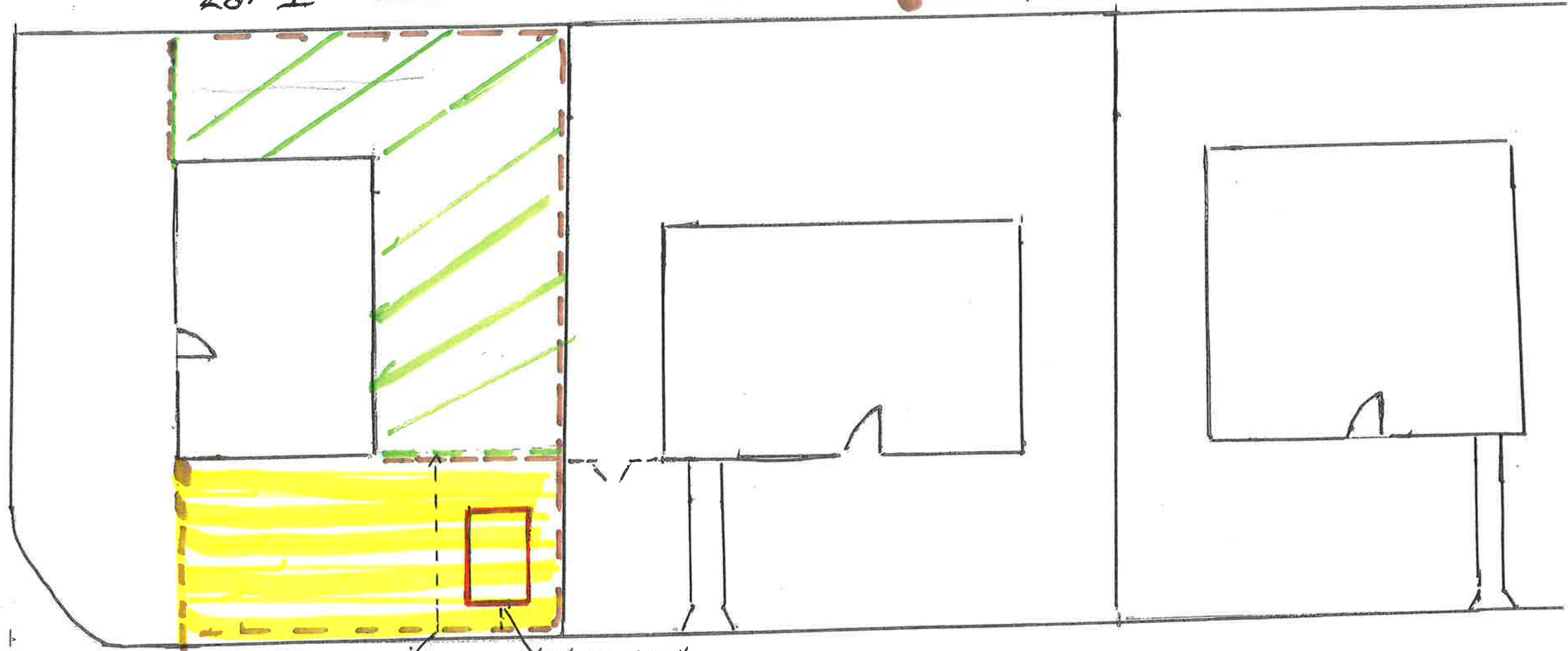
- ROBERTS ADDITIONAL AREA PROPOSAL⁷²

LOT 1  SHED

LOT 2  FENCE

LOT 3

STREET



25' SETBACK


5' SETBACK


STREET

LOT 4

LOT 5

LOT 6

 - CURRENT/P&Z ORDINANCE LOCATION

 = ROBERTS ADDITIONAL AREA PROPOSAL

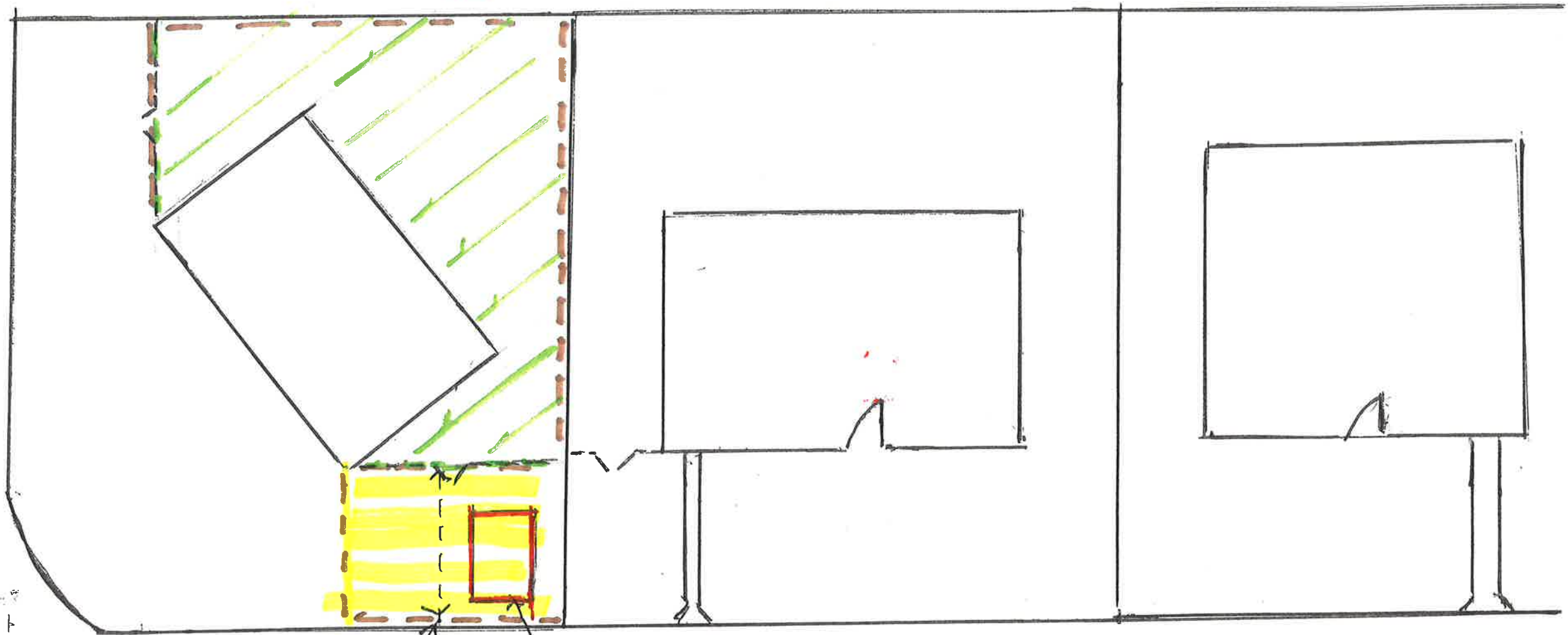
 FENCE 73

LOT 1  SHED

LOT 2

LOT 3

STREET



25' SETBACK

5' SETBACK

STREET

LOT 4

LOT 5

LOT 6

Town Commission Meeting

Section:

Meeting Date: April 17, 2024

From: Dawn Barlow, Parks Board Chairperson

RE: Consider installing a children's Gaga Ball Pit and prepare recommendations on structure type and location for the Town Commission

Background Information:

During the March Regular Town Commission Meeting, the Commission discussed the installation of a children's Gaga Ball Pit and voted to send the agenda item to the Parks Board to discuss and provide a recommendation for the Commission to consider.

Resident Mr. Tim Reed attended the Parks Board meeting on April 4, 2024, and expressed that he is opposed to Gaga Ball Pit. He thinks the justification for the gaga ball pit addition to Ryckman Park is unsubstantiated and needs more research.

The Parks Board then discussed at length, including overall vision of Ryckman. Rebecca Stevens expressed concern over residents expressing confusion and displeasure of the bocce ball courts being moved to Ocean Park. Dawn Barlow added that adding green space to Ryckman was explained when pavement was removed, and additional golf cart parking was provided. Seems conflicting to take away from green space. Lisa Kishegyi mentioned that the Parks Board took an informal survey while at Easter Celebration and most people said yes. However, that informal survey didn't note residents v nonresidents and without a formal survey, the Board can't definitively represent town views. Julie Samuels commented that schoolteachers have expressed some concern with safety. The Board thought it was reasonable to consider the Gaga Ball Pit when playground equipment is reviewed, and overall park improvements are evaluated and presented later this year. The Parks Board voted, 1 yes (Lisa Kishegyi) to 3 no (Dawn Barlow, Danika Feodoroff Warren and Sabrina Corneilius), to consider installing children's Gaga Ball Pit currently.

Recommendation:

The Parks Board does not recommend installing a children's Gaga Ball pit currently. The Parks Board would like to take it into consideration when playground equipment is reviewed, and overall park improvements are evaluated and presented later this year.

Attachments: 240424 Parks Board Agenda Packet

Town of Melbourne Beach

PUBLIC NOTICE AGENDA

PARKS BOARD MEETING THURSDAY, APRIL 4, 2024 @ 6 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

Board Members:

Chairperson Dawn Barlow
Secretary Danika Feodoroff Warren
Member Haley Conrad
Member Lisa Kishegyi
Member Heidi Brewer

Alternates:

Sabrina Cornelius

Non-Voting Members:

Julianne Samuel
Rebecca Stevens

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

II. ROLL CALL

III. PUBLIC COMMENT

IV. APPROVAL OF MINUTES

- A. Approval of the March 7, 2024, Parks Board minutes

V. UNFINISHED BUSINESS

- A. Discuss Veteran's Memorial

VI. EVENTS

- A. Discuss Easter event takeaways
- B. Discuss evens in the next 60 days

VII. NEW BUSINESS

- A. Discussion on installing a children's gaga ball pit and prepare recommendations on structure type and location for the Town Commission
- B. Discussion on playground equipment
- C. Open discussion

VIII. REPORTS

IX. ADJOURNMENT

Town of Melbourne Beach Parks Board Meeting Minutes Thursday March 7, 2024

1. Call to Order Dawn Barlow called the meeting to order at 6:11 pm

2. Roll Call
 - Board Members
 - Dawn Barlow- present
 - Heidi Brewer- present
 - Haley Conrad- present
 - Danika Feodoroff Warren- not present
 - Lisa Kishegyi- present

 - Alternate Member
 - Sabrina Cornelius- present

 - Non Voting Members
 - Julie Samuel- present
 - Rebecca Stevens- present

3. Public Comment- none

4. Approval of February 1, 2024 minutes. Heidi made a motion to approve the minutes with 2 amendments.
 - section 6 sub section b 1st item should read“General desire to grow the Board beyond just sponsoring events and activities.”
 - Section 6, sub section b, 4th item should read “ Ryckman Park – mats to help preserve mulch under swings. Desire for sign by the pier to be considered for different location. Safety at the curve of the road by pier. Received feedback that it blocks the view of the river and MB pier.”Motion was seconded by Lisa. Motion passed 5-0

5. Unfinished Business
 - Recommended to meet with Tom Davis to discuss placement of Art by the coquina path near the historic post office.

6. Events

- a. Discussion about Easter event for March 30th
Conduct scavenger hunt again with a word puzzle to solved. Completed puzzle will result in a goodie bag for each participant. Goodie bags to include coloring book, crayons, Easter snacks, bubbles.... Need a volunteer to wear bunny costume for photos to be taken in the bunny patch. Lawn games for kids to include cornhole and possibly sack races. 2 face painters. Bubble machine (town). Temporary tattoos. Emma from My Musical Tree to participate. Order Banners.
- b. Review of stargazing event. Event was a success. Lots of great feedback. Next year check calendar for conflicting park event (yoga) and have lighting scheduled to come on after event has finished.
- c. Review of Spring Fest kids business event. Event was a success. Lots of positive feedback. Next year keep raffle table near registration table for staffing. Short on parking for shoppers. More advertising at Hoover next year.

7. New Business

- a. Spanish Together class was approved by the Town Commission to be held outdoors only not in Community Center. At this date the Teacher of the class has filled her schedule and has no availability.
- b. March Beachcomber- Julie/ Dawn to provide information
- c. Workshop to discuss Town improvements. As discussed at March 6th Town Commission workshop, the parks board will be researching updating the playground which is starting to show signs of wear. Look at possible refurbishment of existing equipment. Parks board looking at park designs for inspiration such as Bonnet Springs, Bok Tower or McKee Botanical Garden. Dawn to schedule meeting with Elizabeth to review budget, design, ADA compliance.
- d. Discussion regarding a Veterans Memorial park. Considered use of banners saluting local service men/women similar to Town of Melbourne. Considered creating a brick memorial by selling bricks with service members names.

8. Reports- None

- 9. Haley made a motion to adjourn the meeting. Motion seconded by Sabrina. Meeting adjourned at 8:41.

Town Commission Meeting

Section: New Business

Meeting Date: March RTCM

From: Commissioner Corey Runte

RE: Consider Installing Children's GaGa Ball Pit

Background Information: After receiving numerous requests from local families, I would like to request consideration of installing a small Youth GaGa Ball Pit at Ryckman Park. GaGa Ball has been around for decades but has really grown in popularity over the last 10 years, notably the last 2 years with the youth. It is a simple game that can be played by all ages and most abilities, it is very inexpensive, safe, durable, and does not require any infrastructure. Indialantic recently installed one in the past 6 months that has been a great addition to Orlando Park, with extremely positive feedback from Indialantic residents (Per the Mayor McDermott, and multiple visits personally to Orlando Park). Shall be coordinated with the Parks Board as well for review and feedback.

Health & Public Benefits:

1. <https://www.schoolsin.com/why-add-a-gaga-ball-pit-to-your-playground.html>
2. <https://www.weareteachers.com/gaga-ball-pits/>

Location: Ryckman Park (East Side, there are multiple open areas). This park feature does not have foundations, so it CAN be moved if needed.

Cost: Roughly \$1,200.00 +/-

Parts: \$650.00

Shipping: \$150.00

Lumber: \$300.00

Mulch: \$100.00

Install: 6 Hours x 2 PW Employees (Or volunteers)

Recommendation: Discuss, Review and Approve Cost and allow PW to coordinate.

Attachments:

1. Online Quote for Gaga Ball Pit Parts
2. Informational Articles about Public & Health Benefits
3. Pictures of Gaga Ball at Orlando Park (Town of Indialantic)

Coach Cliff's Gaga Ball Pits LLC
 PO Box 704
 Libertyville, IL 60048
 847.573.2377
 info@gagaballpits.com



Estimate

ADDRESS

Town of Melbourne Beach
 Corey Runte
 507 Ocean Ave.
 Melbourne Beach, FL 32951
 321-724-5860

SHIP TO

Town of Melbourne Beach
 Corey Runte
 507 Ocean Ave.
 Melbourne Beach, FL 32951
 321-724-5860
 crunte@melbournebeachfl.org

ESTIMATE # 26885

DATE 03/08/2024

EXPIRATION DATE 03/22/2024

SHIP VIA

FEG

P.O. NUMBER

Corey R #8986

SALES REP

LSZ

QTY	SKU	DESCRIPTION	RATE	AMOUNT
1	00830-GRN	OCTAGON 30H - HUNTER GREEN Gaga Ball Pit Bracket System: 8-Oct 30H brackets, Template, Assembly Instructions, Fastener Pack and Cut-Out templates and instructions	650.00	650.00T
1		Estimated ship cost will be finalized once order is placed.	107.00	107.00

PLEASE SEND TAX EXEMPT FORM IF APPLICABLE

SUBTOTAL	757.00
TAX (0%)	0.00
TOTAL	\$757.00

Accepted By

Accepted Date

The terms set forth at <https://www.gagaballpits.com> supersede all prior statements or understandings, whether oral or written, with regard to the purchase of goods and services from Coach Cliff's Gaga Ball Pits LLC and are incorporated by reference into the estimate and control over any inconsistent terms in your purchase order or other acceptance.









Why Add a GaGa Ball Pit to Your Playground?

When choosing playground equipment, there are many points to consider such as safety, affordability, durability and versatility. GaGa Ball Pits check all those boxes.

GaGa Ball has been around for decades but has really grown in popularity over the last 10 years. It is a simple game that can be played by all ages and most abilities, which makes it a great choice for schools.

Rules of GaGa Ball

GaGa Ball doesn't require any special skills or fancy setup, which makes it enjoyable to most anyone. An eight-sided pit and a foam ball are the only equipment needed.

Players start off inside the pit with a hand or foot touching the sides. The ball is thrown in the air and after two bounces, it is officially in play. Participants scramble to hit the ball with one hand toward their opponents. If the ball touches a player anywhere below the knees, that person is out of the game for that round and must exit the pit.

If a player knocks the ball out of the pit, they are eliminated. The ball cannot be caught inside the pit, but an eliminated player can earn a second chance by catching the ball outside of the pit. Continue until just one player remains – that's your GaGa winner!

Add your own variations and rules to customize the game for your students.

Here's why GaGa Ball could be a great choice for your playground:

It's Versatile

Some GaGa Ball pits must be anchored and are best set up on grass but portable pits can be placed on any flat surface, even a gym floor when the weather isn't cooperating. You can build your own GaGa Ball pit or purchase a set that is easy to snap together without tools.

It Gets Kids Moving

GaGa Ball is an excellent source of exercise for kids. The game requires constant movement and children tend to have so much fun they don't realize they are even exercising. Since everybody starts the game in the pit, there is no waiting around for a turn like many other playground games. Before you know it, everybody will be jumping, running and skipping in the pit.

It's Safe

GaGa is similar to dodgeball but without the excessive roughness. Since players can only be struck by the ball below the knees, there are no dangerous shots to the head and face. Allowing the ball to be hit with only one hand also reduces the impact.

It Can Be Learned Quickly

With only a handful of rules, children can pick up on the concept of the game quickly. More time is spent playing instead of arguing about rules or constantly teaching the basics. The simple concept makes GaGa Ball enjoyable for even preschoolers.

It is Affordable

GaGa Ball pits like those sold by Action Play Systems feature panels made of recycled plastic that stands up to wear and tear in any weather conditions. They pits are a great investment that require little to no maintenance over the years.

When selecting playground equipment for your school playground or park, consider giving GaGa Ball a try. It's a fast-paced, easy-to-learn game that kids of all ages love.

FREE Pi Day Worksheets! News, Vocab, Fractions, and More 🌟 [DOWNLOAD HERE](#)

Every product is independently selected by (obsessive) editors. Things you buy through our links may earn us a commission.



HEALTHY STUDENTS

Everything You Need To Know About Gaga Ball Pits and Rules

It's a playground must-have.

<



BY [JILL STAAKE](#) NOV 8, 2023

Visit a school playground or local park these days, and there's a good chance you'll find gaga ball pits. ([They were even featured on an episode of Bob's Burgers!](#)) Kids love it because just about anyone can play, and the rules are extremely simple. Educators like Deb B. say gaga ball is a recess game changer because "the games are so fast, the kids get out in groups of 3, 4, 5 rather than 1, and then as soon as it's over, BOOM! it starts again." Wondering what a gaga ball pit is or "how do we play gaga ball?" Read on for the answers.

ADVERTISEMENT

Jump to:

- [What Is Gaga Ball?](#)
- [Gaga Ball Rules](#)
- [How To Make a Gaga Ball Pit](#)
- [Gaga Ball Pit Kits](#)
- [DIY Gaga Ball Pits](#)
- [Gaga Ball Accessories](#)

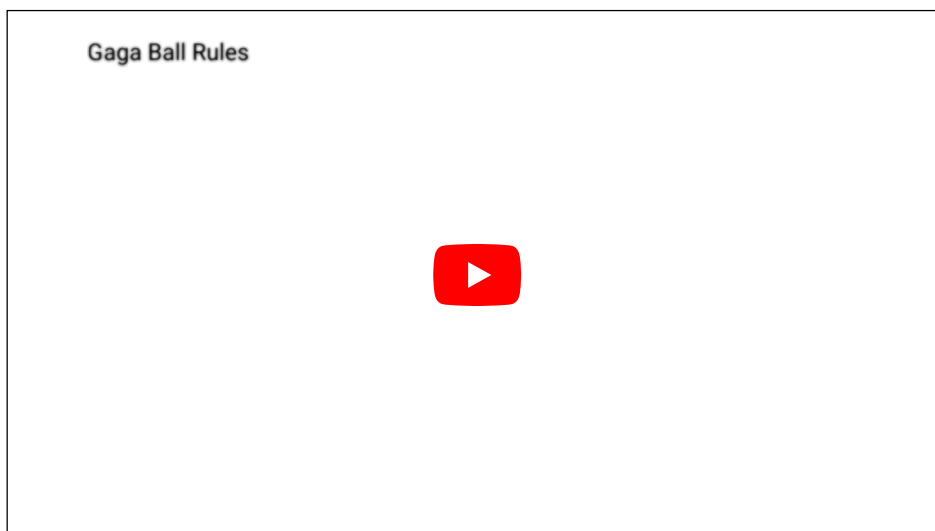


[The Newport Daily News](#)

Gaga ball is a variant of the classic playground sport dodgeball. But instead of running around throwing balls that can smack kids in the face, head, and other sensitive body parts, gaga ball limits the impact. Players slap or hit the ball, aiming to hit other players at or below the knees. If you're hit, you're out. The last player in the pit is the winner. The game is relatively inclusive, since kids don't need to be able to run fast, and smaller kids may even have an advantage over taller ones.

Though it's been around since at least the mid-20th century, the game has only gained popularity in the United States recently. No one is completely sure where it was invented, but most think it originated in Israel ("ga-ga" means "touch-touch" in Hebrew) and spread throughout the world via Jewish summer camps. [About 10 years ago, the game spread from camps to schools, with kids passing it along to parents and teachers.](#) Today, schools and communities everywhere are adding gaga ball pits to get in on the trend.

Gaga Ball Rules



Gaga ball rules vary a little bit depending on who you ask, but these are the basics of play:

- Any number of players can join, as long as everyone can fit in the pit and stand touching the wall at the beginning. (Some schools limit the number of kids and ask them to line up outside, first-come, first-served.)
- To start, a referee or any player tosses a ball into the middle. On the first and second bounces, everyone yells, "Ga!" On the third bounce, they yell, "Go!"
- Once the ball is in play, any player can hit or slap the ball with an open or closed hand. Everyone may move around the pit as they play.
 - Players cannot hold, throw, or scoop the ball, only bounce or roll it off the ground or wall.
 - A player can only hit the ball once, unless it first bounces off the wall or another player.
- If someone catches the ball before it bounces, the person who hit the ball is out and must leave the pit.
- When a player is hit by the ball on or below the knee, they're out. This includes getting hit by a ball after it bounces off a wall or another person, even if you bounced it yourself.
 - If the ball hits above the knee, the player stays in.
- If a player hits the ball out of the pit, they're out of the game.
- Using the wall: Some rules allow players to use the wall to jump higher, while others state that if you do, you're out. Decide in advance which you prefer (it may depend on how sturdy your pit is).



We Are Teachers

How To Make a Gaga Ball Pit

Gaga ball pits are generally octagonal (though some are hexagonal), with eight walls of the same size except that one is usually lower in height to make it easier to enter. There is no standard size, so you can alter your gaga ball pit dimensions to suit your space. They usually range from 15 to 30 feet in diameter, with wall heights from 24 to 36 inches.

If you're building a gaga ball pit for schools, you may want to make one large one or several smaller ones. Larger pits tend to lead to longer games, although that can vary. Smaller ones mean faster turnaround time, which is great when you have limited recess minutes available. Whichever you choose, opt for sturdy materials to stand up to lots of active use.

Gaga Ball Pit Kits

The easiest way to bring gaga ball to your space is to invest in a kit. Here are some models to consider.

Coach Cliff's Gaga Ball Pits



Coach Cliff's Gaga Ball Pits

These kits come in a variety of sizes, so you'll find something to fit any space. This is a favorite brand of educators. You can customize your kit to include just the gaga ball pit brackets, templates, and instructions, then buy the lumber locally. Or you can buy a complete kit that includes composite lumber. Deon D. shares, "We selected the hexagon kit with the 30" sides and 'synthetic lumber' for long-lasting, sprinkler and weatherproof, splinter-free and

maintenance-free fun. We also purchased the rubber matting to go underneath and around the perimeter to protect the grass and avoid mud. I would do the exact same thing again." [Check out all their options here.](#)

Buy it: [Coach Cliff's Gaga Ball Pits](#)

ADVERTISEMENT

Playground Outfitters Gaga Ball Pits



Playground Outfitters

This retailer offers ready-to-go gaga ball pit kits, with both outdoor and indoor versions available. The outdoor versions can be staked into the ground for extra stability, while the indoor option breaks down quickly for easy storage. [Find all their options on their website.](#)

Buy it: [Playground Outfitters](#)

Inflatable Gaga Ball Pit



Amazon

Inflatable models are another terrific option if you're looking for a portable gaga ball pit. You'll need access to an electrical outlet, since they work via a blower fan (similar to those holiday inflatables for people's yards). This might not be as good for kids who like to use the wall to jump higher, but an inflatable pit sets up and tears down in no time flat.

Buy it: [30-Foot Inflatable Gaga Pit](#) at Amazon

Mamba GaGa Ball Pits



Mamba GaGa

These kits are lightweight and made of nylon mesh panels with steel frames. You can use them indoors or out, and they're easy to set up and tear down. They offer a variety of sizes, including peewee versions for younger kids. [See all their offerings here.](#)

ADVERTISEMENT

Buy it: [Mamba GaGa](#)



Treehouse Supplies

This kit includes all bolts and brackets needed to construct your kit. A variety of brackets are available to match your school colors. Lumber isn't included in this kit.

Buy it: [Treehouse Supplies](https://www.treehousesupplies.com)

DIY Gaga Ball Pits

It's fairly easy to build your own gaga ball pit, and you can save big bucks that way. Try these DIY ideas.

DIY Wooden Gaga Ball Pits



Kaboom!

These DIY wooden gaga ball pit plans are simple and don't require any fancy parts. You can get everything you need at the home improvement store and build it in just a few hours. Many educators share that their local scouting groups built gaga ball pits at school as a community service project. Alternatively, you can make it a PBL math project for older students. Sarah H. said the students at her school were given a budget and then had to research costs, as well as calculate perimeter and area. Then parents and high school students who were taking a construction class helped build the pit. [Get Kaboom's wooden gaga ball pit plans here.](#)

ADVERTISEMENT



Learn more: [Kaboom!](#)

DIY Collapsible Plywood Gaga Ball Pits



The Creative Mom

This DIY gaga ball pit is even easier to make, using just a few sheets of plywood. It's easy to set up and take down, so you can store it out of the way when you need to use the space for other things. [Get the how-to from The Creative Mom here.](#)

Learn more: [The Creative Mom](#)

DIY Pool Raft Gaga Ball Pits



Aaron on Scouting

On a tight budget? Try this clever idea! Some Cub Scout leaders used inflatable pool rafts and duct tape to make their own pit, and it turned out to be a hit. This is a terrific way to try out gaga ball to see if you like it, without a major commitment. Try [these inexpensive inflatable rafts on Amazon](#) for your own DIY build.

Learn more: [Aaron on Scouting](#)

ADVERTISEMENT

DIY Fence Panel Gaga Ball Pits



Instructables

Here's another way to save time and money: fence panels. Keep an eye out for used fence panels, or buy them new. Then [use the plans from Instructables](#) to turn them into a ball pit.

Learn more: [Instructables](#)

Gaga Ball Accessories

Ready to up your gaga ball game? Check out these accessories to add to your pit.



Amazon

You'll definitely need a ball to play, and it's a good idea to have some extras in case one gets lost over the fence or pops. This option comes in a set of three and includes a handheld air pump.

Buy it: [Gaga Balls Set](#) at Amazon

ADVERTISEMENT

Gaga Ball Pit Wall-Top Covers



Coach Cliff's Gaga Ball Pits

Protect the rough edges of your gaga ball pit walls with these covers, which come in a variety of colors to match your school.

Buy it: [Gaga Ball Pit Wall-Top Covers](#) at Coach Cliff's Gaga Ball Pits

Gaga Ball Pit Rubber Flooring



Coach Cliff's Gaga Ball Pits

Avoid injuries in your gaga ball pit with these rubber flooring tiles.

Buy it: [Gaga Ball Pit Rubber Flooring](#) at Coach Cliff's Gaga Ball Pits

Portable Electronic Scoreboard







Town Commission Meeting

Section: Old Business
Meeting Date: April 17, 2024
From: Ryan Knight Town Attorney
Re: Ordinance 2024-03 "Camping Prohibited"

Background Information:

The Town Commission asked me to prepare an Ordinance that prohibits individuals camping for extended periods of time on residentially-zoned properties in neighboring municipalities. Our Ordinance would prohibit camping on all property in the Town used for residential purposes for more than 72 consecutive hours in a 30-day period.

Recommendation:

Consider approving the language in Ordinance 2024-03 and send to P&Z for review.

Attachments:

Ordinance 2024-03

ORDINANCE NO. 2024-__

AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, CREATING CHAPTER 73-20, "CAMPING PROHIBITED," IN THE CODE OF ORDINANCES; PROVIDING FOR DEFINITIONS AND EXCEPTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SERVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Melbourne Beach has the authority under Article VIII, Section 2(b), of the Florida Constitution and Chapter 166, *Florida Statutes*, to exercise any power for municipal purposes, except where prohibited by law, and to adopt ordinances in furtherance of such authority; and

WHEREAS, the Town Commission is aware of issues regarding individuals camping for extended periods of time on residentially-zoned properties in neighboring municipalities; and

WHEREAS, the Town Commission desires to protect the health, safety, and welfare of the residents of the Town of Melbourne Beach; and

WHEREAS, the Town Commission finds the adoption of this Ordinance to be in the best interest of the health, safety, and welfare of the public.

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

NOTE: Underlined words constitute additions to the Town of Melbourne Beach Code of Ordinances, ~~striketrough~~ constitutes deletions from the original Code of Ordinances, and asterisks (***) indicate an omission from the existing text which is intended to remain unchanged.

Section 1. The findings set forth in the recitals above are adopted and fully incorporated herein as legislative findings of the Town Commission pertaining to this Ordinance.

Section 2. Chapter 73-20, "Camping Prohibited," is hereby created and reads as follows:

§ 73-20. CAMPING PROHIBITED

(a) For purposes of this section, "camping" is defined as:

- (1)** Sleeping or otherwise being in a temporary shelter out-of-doors, including but not limited to tents, sleeping bags, bedroll, or blankets; or
- (2)** Sleeping out-of-doors or sleeping in non-permitted structures; or

(3) Cooking over an open flame or fire out-of-doors except small, self-contained, commercially available heating devices not requiring any special facilities to be safely operated.

(b) Camping is prohibited on all property in the town used for residential purposes for more than 72 consecutive hours in a 30-day period.

(c) In the event of an emergency, the City Manager may waive subsection (c).

Section 3. Codification. The provisions of this Ordinance shall be included and incorporated into the Code of Ordinances of the Town of Melbourne Beach, as additions or amendments thereto.

Section 4. Severability. Should any word, phrase, sentence, subsection, or section be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then that word, phrase, sentence, subsection, or section so held shall be severed from this Ordinance and all other words, phrases, sentences, subsections, or sections shall remain in full force and effect.

Section 5. Conflicting Ordinances. All ordinances or part thereof, in conflict herewith are, to the extent of such conflict, repealed.

Section 6. Effective Date. This Ordinance shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this ____ day of _____, 2024, by the Town Commission of the Town of Melbourne Beach, Florida.

PASSED ON FIRST READING: _____

PASSED ON SECOND READING: _____

TOWN OF MELBOURNE BEACH, FLORIDA

By: _____
ALISON DENNINGTON, Mayor

ATTEST:

(TOWN SEAL)

Amber Brown, Town Clerk

Town Commission Meeting

Section: Old Business
Meeting Date: March 20, 2024
From: Town Attorney, Ryan Knight
Re: Repeal of Ordinance 2023-02 Second Kitchens

Background Information:

During the Town Commission meeting of February 21, 2024 a decision to repeal Town of Melbourne Beach Ordinance 2023-02, Second Kitchens, was approved by the Town Commission. The Commission instructed the Town Attorney to draft a new Ordinance repealing the original 2023-02 Ordinance.

Recommendation:

Review the Repeal Ordinance for language.

Attachments:

Repeal Ordinance
Ordinance 2023-02

ORDINANCE NO. 2024-__

AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, REPEALING ORDINANCE 2023-02 IN ITS ENTIRETY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on March 15, 2023, the Town Commission of the Town of Melbourne Beach enacted Ordinance No. 2023-02 amending the Land Development Code of the Town of Melbourne Beach regarding second kitchens in residential zoning districts in 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 repeal of Ordinance No. 2023-02 in its entirety is in the best interests of the citizens of the Town of Melbourne Beach, and promotes the general health, safety, and welfare of the residents of the Town of Melbourne Beach; and

WHEREAS, on April 2, 2024, the Planning and Zoning Board at a duly noticed public hearing, reviewed and considered the repeal of Ordinance No. 2023-02 in its entirety and took public comment regarding the same; and

WHEREAS, the Planning and Zoning Board has determined that the repeal of Ordinance No. 2023-02 in its entirety is in the best interest of the Town of Melbourne Beach and has recommended that the Town Commission approve of the same; and

WHEREAS, the Town Commission of the Town of Melbourne Beach and the Planning and Zoning Board have determined that the repeal of Ordinance No. 2023-02 in its entirety is in the best interest of the Town of Melbourne Beach.

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

NOTE: Underlined words constitute additions to the Town of Melbourne Beach Code of Ordinances, ~~strikethrough~~ constitutes deletions from the original Code of Ordinances, and asterisks (***) indicate an omission from the existing text which is intended to remain unchanged.

Section 1. The definition of “Kitchen or Kitchen Facility” in Article I, Chapter IA, Section 1A-3, of Appendix “A,” of the Town of Melbourne Beach Code of Ordinances is hereby repealed as follows:

§1A-3. DEFINITIONS.

~~**KITCHEN** or **KITCHEN FACILITY.** A room of area within a room whose primary purposes is to store, prepare and cook food. A kitchen will have a refrigerator to store food, counter space and a sink to prepare food, and a stove and/or range to cook food. An outdoor or external barbeque area with no stove or range shall not constitute a kitchen or kitchen facility.~~

Section 2. Section 7A-31(g) of Appendix “A,” of the Town of Melbourne Beach Code of Ordinances is hereby repealed as follows:

§7A-31. 1-RS SINGLE FAMILY RESIDENTIAL DISTRICT.

~~(g) Supplementary regulations: As provided in §§ 7A-50 through 7A-72, and Chapter 9A.~~

Section 3. Section 7A-32(g) of Appendix “A,” of the Town of Melbourne Beach Code of Ordinances is hereby repealed as follows:

§7A-32. 2-RS SINGLE FAMILY RESIDENTIAL DISTRICT.

~~(g) Supplementary regulations: As provided in §§ 7A-50 through 7A-72, and Chapter 9A.~~

Section 4. Section 7A-33(g) of Appendix “A,” of the Town of Melbourne Beach Code of Ordinances is hereby repealed as follows:

§7A-33. 3-RS SINGLE FAMILY RESIDENTIAL DISTRICT.

~~(g) Supplementary regulations: As provided in §§ 7A-50 through 7A-72, and Chapter 9A.~~

Section 5. Article IV, Chapter 7A, Section 7A-72, of Appendix “A,” of the Town of Melbourne Beach Code of Ordinances is hereby repealed as follows:

§7A-72. SINGLE FAMILY RESIDENTIAL SECOND KITCHEN FACILITY.

~~———— A second kitchen facility may be incorporated into a single family residence located in the 1-RS, 2-RS, and 3-RS zoning districts, provided the second kitchen facility meets the following conditions:~~

~~(1) — The second kitchen facility and the area or quarters it serves shall be integrated architecturally into the principal single family dwelling unit or may be located within separate quarters connected to the principal single family dwelling unit by a common wall or common roof. For purposes of this Section, a breezeway connection between the principal single family dwelling unit structure and the separate quarters served by the second kitchen may constitute a common roof. Access to the second kitchen shall be as required by the Florida Building Code.~~

~~(2) — A permit for construction must be obtained, and a floor plan of the entire single-family residence, including the additional kitchen facility, demonstrating compliance with the conditions set forth in this section, shall be submitted to the Building Official for plan review and approval prior to construction of any second kitchen. The approved floor plan shall be binding upon all future construction plans in regard to the single family residence and the second kitchen facility.~~

~~(3) — No portion of the single family dwelling unit shall be utilized for rental purposes, and the single family dwelling unit shall be served by only one electrical and water meter.~~

~~(4) — The single family dwelling unit shall continue to be utilized by no more than one family.~~

~~(5) — The property upon which the second kitchen is planned to be installed must have a valid Brevard County property tax homestead exemption at the time of permit application. A second kitchen facility must be removed within one year of the loss or removal of the homestead exemption maintained on the property.~~

Section 6. If any section, sentence, phrase, word or portion of this ordinance is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word or portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

Section 7. This Ordinance shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this ____ day of _____, 2024, by the Town Commission of the Town of Melbourne Beach, Florida.

PASSED ON FIRST READING: _____

PASSED ON SECOND READING: _____

TOWN OF MELBOURNE BEACH, FLORIDA

By: _____
ALISON DENNINGTON, Mayor

ATTEST:

(TOWN SEAL)

Amber Brown, Town Clerk

Town Commission Meeting

Section: New Business
Meeting Date: April 17, 2024
From: Building Official, Robert Bitgood
Re: Request from Planning and Zoning

Background Information:

Planning and Zoning has requested they review the maximum allowable size of accessory structures.

Recommendation:

Review the current Code of Ordinances and consider the impact of reducing the allowable size and the amount of grandfathering that would be required.

Consider setting a maximum size or a not to exceed based on a primary structure square footage of 3500 or 4000 square feet.

Allow P&Z to make recommendations to the Town Commission.

Attachments:

Code of Ordinances

§ 7A-57. ACCESSORY STRUCTURES.

(a) (1) No accessory structure shall be erected in any front yard. Unless specifically defined in this chapter, no accessory structure shall be erected in any side yard. Except as otherwise provided by this chapter, no accessory structure shall exceed the height of the main structure. Unless specifically allowed in this chapter, no accessory structure other than a utility shed shall be constructed within 15 feet of any lot line.

(2) Accessory structures may be constructed simultaneously with, or following the construction of the main building and shall not be used until after the principal structure has been fully erected. Erection of tents as accessory structures is prohibited. No home occupation or business may be conducted in any accessory structure. No accessory structure which contains living quarters shall be constructed on any lot.

(b) Accessory buildings erected on lots fronting on two streets shall conform to main structure setbacks for the rear yard.

(c) Trailers may be used for the storage of equipment during construction provided such trailers are used only during the construction period. A temporary trailer permit shall be required for all structures, and shall be renewable every six months.

(d) Utility sheds may not be larger than 120 square feet in floor area and 10½ feet in height. Utility shed foundations should be no higher than 8 inches above ground level. Sheds shall be screened from the front and side streets. Screening shall be accomplished through landscaping, fencing or a combination of the two. Sheds must be behind the rear of the front line of the principal structure. On any corner lot, the shed must be both behind the rear of the front line of the principal structure and behind the building line of the side of any structure abutting any street. Utility sheds are limited to one shed per 10,000 square feet of lot area. Sheds may be placed on the side or rear property line. The roof line has to be within the lot line of the property.

(e) Swimming pools shall be constructed behind the front line of the principal structure. Setbacks are as follows: Setbacks from the building line shall be 5 feet; side and rear setbacks shall be ten feet; and screen enclosure setbacks shall be 7½ feet. All swimming pools shall be enclosed as required by the *Florida Building Code*. (See § 7A-53(8).)

(f) Portable storage containers - limitations and restrictions.

(1) Portable temporary storage containers shall be allowed in single family residential zoning districts subject to the following:

- a. The property shall be improved with a single family residence.
- b. The container shall remain on the property a maximum of 15 days, including the day of delivery and removal.
- c. A container may be delivered to a site a maximum of three times per calendar year.
- d. A minimum of 30 days shall elapse between placements of a container on a property.
- e. The container shall be placed on a driveway or in the side or rear yard.
- f. When placed on the driveway within the front setback area the container shall be located so that pedestrian and vehicular traffic is not obstructed and so that the view of an operator of a motor vehicle entering or exiting a right-of-way is not obstructed.
- g. In the case of a Town-wide declaration establishing emergency conditions the container may remain on a site for the length of time of the civil emergency established pursuant to § 16-4 of the Melbourne Beach Code of Ordinances, but in no event longer than 60 days from the termination date of the emergency unless extended by the Town Commission.

h. In the event the Town of Melbourne Beach is within the area of a hurricane watch the container must be removed within 24 hours of the issuance of the watch or tied down in a manner sufficient to withstand sustained winds of 160 miles per hour.

(2) Portable temporary storage containers used in connection with permitted construction activity may be located in any zoning district subject to the following conditions:

- a. The container shall not encroach on sidewalks, rights-of-way, adjacent properties, or obstruct the view of motorists.
- b. The container may remain on the lot for the duration of construction authorized by an active building permit.
- c. The container shall be removed within 30 days of issuance of a certificate of occupancy or final inspection.
- d. The container shall be a maximum of eight feet in width, 16 feet in length, and eight feet in height.
- e. Hazardous materials including flammable and biohazard substances shall not be stored in the containers.

f. In the event the Town of Melbourne Beach is within the area of a hurricane watch the container must be removed within 24 hours of the issuance of the watch or tied down in a manner sufficient to withstand sustained winds of 160 miles per hour.

(`75 Code, Appendix A, Art. VII, § 9) (Ord. passed 9-26-72; Am. Ord. 85-7, passed 11-12-85; Am. Ord. 87-02, passed 5-12-87; Am. Ord. 2006-12, adopted 8-14-07; Am. Ord. 2006-17, adopted 3-21-07; Am. Ord. 2017-05, adopted 12-20-17)

Town Commission Meeting

Section: Presentations

Meeting Date: April 17, 2024

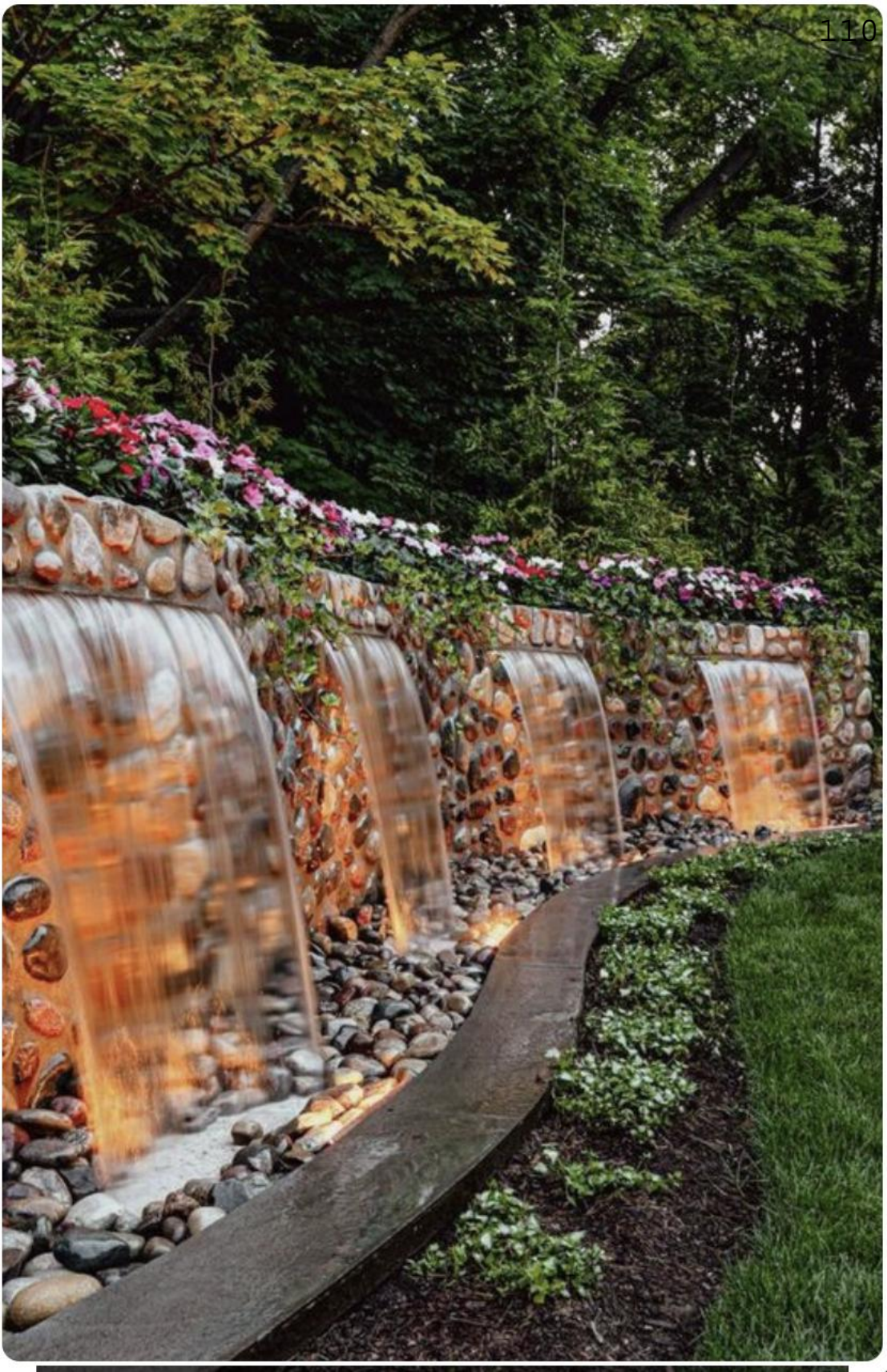
From: Vice Mayor Sherri Quarrie

RE: Bicentennial Park Water Feature

Background Information: Request received from Resident

I am writing on behalf of the Beach Gardeners of Melbourne Beach. In May of last year, our garden club donated \$1,500.00 to the Town of Melbourne Beach to have a welcome sign featuring a water wall installed at Bicentennial Park. I would be happy to do a presentation to the Commission, Management and public at a RTCM.

Recommendation: Place on the agenda in presentations for consideration.





"The Fountain to Get in 2024"
FT 14000 Floating Pond Fountain and Aerator Complete Kit, by Custom Pro...



Patio, Lawn & Garden › Outdoor Décor › Water Gardens & Ponds › Pond Décor › Pond Fountains



12" Waterfall Pool Fountain, 304 Stainless Steel Pond Waterfall Spillway with Wider Water Flow Platform, Professional Spray for Sheer Descent Garden Outdoor

Visit the PONDO Store
3.7 ★★★★★ 30 ratings

\$75⁹⁹
Or \$19.00 /2 weeks (x4). Select from 1 plan
✓prime Two-Day
FREE Returns

With Amazon Business, you would have saved \$226.78 in the last year. Create a free account and save up to 1% today.
Or \$25.33/month for 3 months on your eligible Citi credit card, with 0% promo APR

Size: 12 Inch

12 Inch \$75.99 ✓prime	24 inch \$119.99 ✓prime	36 inch \$184.99 ✓prime
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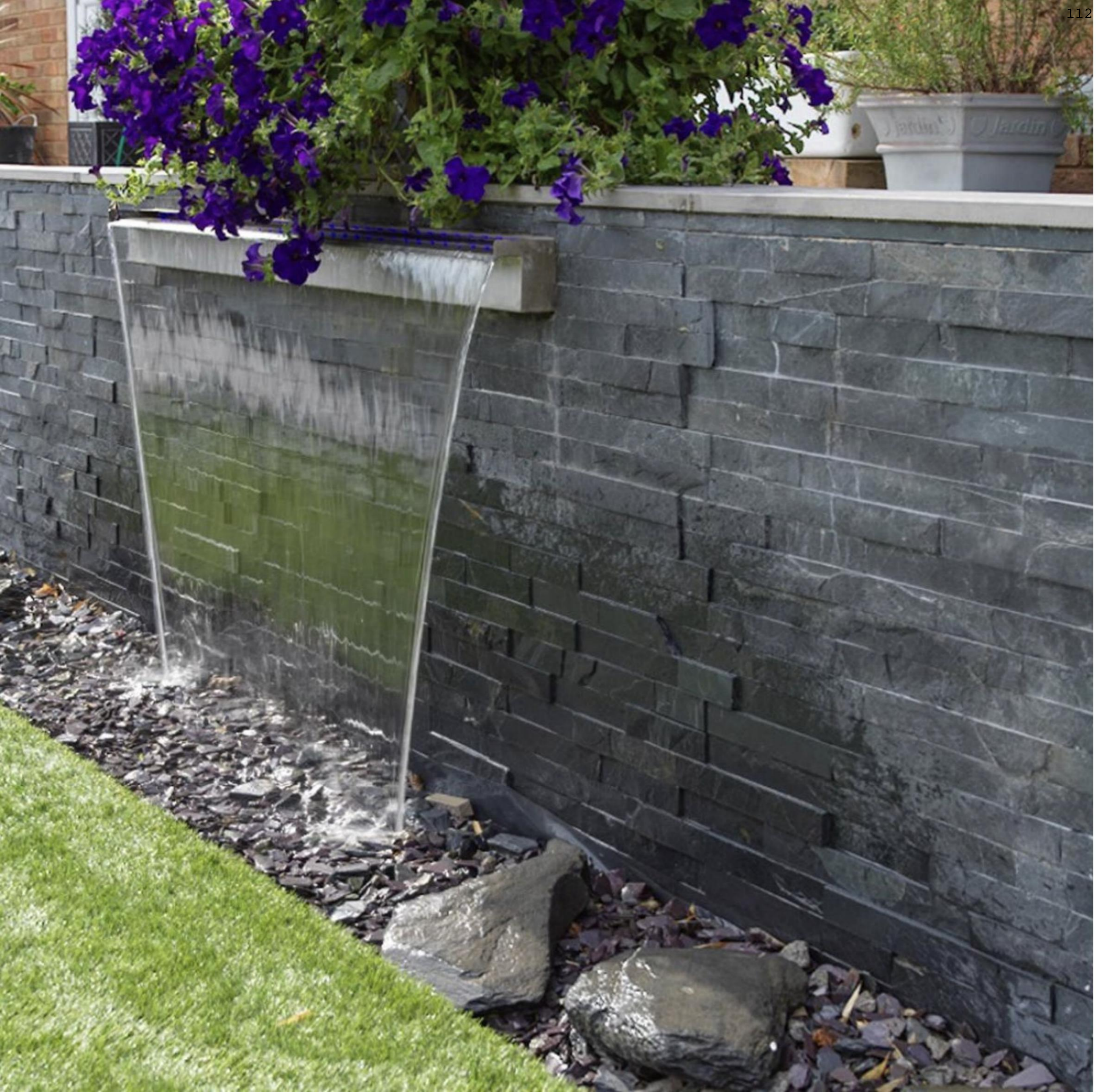
Color	Silver
Material	Stainless Steel
Brand	PONDO
Special Feature	Rust Resistant
Product Dimensions	12"L x 12"W x 12"H
Power Source	Adaptor

Roll over image to zoom in



About this item

- ★ **【Material and Function】** This pond fountain will add a decorative touch to your pond or swimming pool and let you enjoy the relaxing sounds of the water for a sense of calm and well-being. The waterfall is made of 304 stainless steel, top wide open which is specially designed to guarantee a constant and uniform water flow.
- ★ **【Multiple installations】** It has two options for pipe installation according to your demand: inlet on the both back and bottom. And Our waterfall fountain provides three methods to install: embedded installation, external waterfall installation and external wall fixed installation, which can meet the needs of different areas, such as garden, patio, pool, rockery etc.



Town Commission Meeting

Section: New Business
Meeting Date: April 17, 2024
From: Mayor Alison Dennington
Re: Prepare Ordinance for Tobacco Free Brevard

Background Information:

Tobacco Free Brevard has asked the Town of Melbourne Beach to prepare an Ordinance to restrict smoking, vaping in Public Parks and beaches.

Recommendation:

Direct Town Attorney to prepare an Ordinance banning tobacco and tobacco product from Town Parks and beaches.

Attachments:

Brochures

SUPPORT TOBACCO FREE SPACES

Tobacco free spaces like parks, beaches, recreational facilities and courtyards have surged in popularity throughout the United States. Here's why:

Protecting Health

- Tobacco free spaces **support people who want to quit tobacco** and help them succeed.^{1,2,3}
- Tobacco free spaces set a **positive example** and provide less opportunities for youth to start smoking.^{4,5}
- Many nonsmokers – **especially children** – who are exposed to outdoor tobacco smoke suffer symptoms including ear infections, nausea, breathing difficulties, and asthma attacks.^{6,7}
- The aerosol (aka vapor) that users breathe from an e-cigarette device and exhale can **contain harmful substances including cancer-causing chemicals** and heavy metals such as nickel, tin, and lead.⁸

Keeping Our Community Clean

- Tobacco free environment policies help **lower litter** from cigarettes,⁴ other tobacco products and vaping.
- Every year **1.69 billion pounds of cigarette butts**, which are not biodegradable, are dumped on earth.^{9,10} **That's as heavy as eight Washington Monuments!**¹¹
- Cigarette butts release toxic chemicals into water and pose a **serious hazard to marine life.**¹²

WHAT YOU CAN DO TO HELP

Connect with your local tobacco free partnership by contacting [insert name here] at [insert contact information here].

Talk to your local policymaker about the benefits of tobacco free environments.

Refer a friend or loved one who wants to quit to Tobacco Free Florida's **free tools and services**. Visit tobaccofreeflorida.com/quityourway for more information.

Tobacco Free
Florida
.com

Florida
HEALTH

¹U.S. Department of Health and Human Services. The Health Consequences of Involuntary Exposure to Tobacco Smoke: A Report of the Surgeon General. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2006.

²Hopkins DP, Pizzi S, Leeks KD, Pivni Kalra G, Chattopadhyay SK, Soter RE, et al. Task Force on Community Preventive Services. Smoke-Free Policies to Reduce Tobacco Use: A Systematic Review. *American Journal of Preventive Medicine* 2010;38(2 Suppl):S275-89.

³International Agency for Research on Cancer (IARC). IARC Handbooks of Cancer Prevention, Tobacco Control, Volume 13: Evaluating the Effectiveness of Smoke-Free PoliciesCdc-pdf External Lyon, France: WHO, 2009.

⁴U.S. Department of Health and Human Services. The Health Consequences of Involuntary Exposure to Tobacco Smoke: A Report of the Surgeon General. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2006.

⁵Siegel M, Albers AB, Cheng DM, Biener L, Rigotti NA. Local Restaurant Smoking Regulations and the Adolescent Smoking Initiation Process: Results of a Multilevel Contextual Analysis Among Massachusetts Youth. *Archives of Pediatric and Adolescent Medicine* 2008;162(5):477-83.

⁶U.S. Department of Health and Human Services. Let's Make the Next Generation Tobacco-Free: Your Guide to the 50th Anniversary Surgeon General's Report on Smoking and Health Atlanta: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2014.

⁷U.S. Department of Health and Human Services. The Health Consequences of Smoking—50 Years of Progress: A Report of the Surgeon General. Atlanta: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2014.

⁸US Department of Health and Human Services. E-cigarette Use Among Youth and Young Adults: A Report of the Surgeon General. Atlanta, GA: US Department of Health and Human Services, CDC, 2016. Accessed July 27, 2018.

⁹Novotny, Thomas E et al. "Cigarettes butts and the case for an environmental policy on hazardous cigarette waste." *International journal of environmental research and public health* vol. 6,5 (2009): 1691-705. doi:10.3390/ijerph6051691.

¹⁰Smith, Elizabeth A and Thomas E Novotny. "Whose butt is it? tobacco industry research about smokers and cigarette butt waste." *Tobacco control* vol. 20 Suppl 1,Suppl_1 (2011): i2-9. ncsa0/royal-caribbean-orders-largest-ever-cruise-ship/#.Xp_rQWAK7D

¹¹Novotny, Thomas E et al. "The environmental and health impacts of tobacco agriculture, cigarette manufacture and consumption" *Bulletin of the World Health Organization* vol. 93,12 (2015): 877-80.

FLORIDA OUTDOOR SHARED SPACES

SMOKEFREE POLICIES CAN HELP
OUR LOCAL ENVIRONMENT.



The Florida Clean Air Act was first passed in 1985 and adjusted over time to protect public health.



The recent update to Florida's seminal Florida Clean Air Act, "The Regulation of Smoking by Counties and Municipalities Act", allows local governments to enact policies to restrict smoking in outdoor shared spaces they own and operate, such as public beaches and community parks.



This change allows local leaders to set policies tailored to their communities rather than a statewide policy covering both Florida's smallest towns and biggest cities.



Communities can also set policies regarding the use of e-cigarettes and other tobacco products in public places. Only unfiltered cigars are specifically omitted from the new local enforcement.



Since the law took effect July 1, 2022, many cities and counties across Florida have already begun to discuss how smokefree public places could help reduce a major source of toxic litter and how restrictions on tobacco use in places where kids play could keep young people from ever starting to use these products.

FREQUENTLY ASKED QUESTIONS



Are cigarette butts found on the beach often?

For over 30 years, cigarette butts have been the most commonly found item in Ocean Conservancy's annual Florida beach cleanup. Florida communities today spend thousands of dollars each week collecting thousands of cigarettes from public places. This toxic waste product was encountered more than all the straws and stirrers, cans, glass bottles and plastic grocery bags combined.



How do cigarette butts impact the environment?

Cigarettes are not biodegradable, and the plastics and toxic chemicals in cigarettes and their filters can be harmful if they enter the water supply. Cigarette butts can also be ingested by curious children, pets, or marine life mistaking the litter for food.



Is e-cigarette waste a problem?

The Environmental Protection Agency (EPA) lists "nicotine & salts", the chemicals found in e-cigarette cartridges and disposable devices, as an "acute hazardous waste." Lithium-ion batteries, which are found in rechargeable e-cigarettes, are not only hazardous waste, but have also been known to explode and catch fire.



Will smokefree shared spaces **negatively** impact tourism?

Smokefree public policies can help support the economy by increasing tourism due to clean, pristine beaches. Litter free beaches are cited as an important decision-making factor when choosing a vacation destination. With thousands of public parks and hundreds of beaches across the country with smokefree policies, clean and smokefree beaches will become increasingly more important for Florida's visitors.



What is the local impact of smokefree beaches and parks?

Smokefree shared space policies change the social norms surrounding tobacco and prevent people, including teens, from starting to smoke. When communities introduce smokefree policies, they also reduce the risk of exposure to secondhand smoke, which is associated with thousands of deaths each year. Spaces like beaches and parks are part of promoting a healthy, active lifestyle. Smoking bans in public places have been found to directly and significantly reduce the number of hospital admissions with cardiac events such as heart attacks.

For more information on how to get involved, visit
TobaccoFreeFlorida.com/get-involved.



EVERYONE DESERVES A HEALTHY FUTURE

Local Initiatives

Tobacco-Free Public Parks and Beaches: Smoke-free public places could help reduce a major source of toxic litter and how restrictions on tobacco use in places where kids play could keep young people from ever starting to use these products.

Counteract Tobacco Industry Influences at the Retail Point of Sale: Stop illegal tobacco and vape product sales and predatory marketing practices.

Policies in K-12 Schools: Ensure K-12 school policies related to tobacco are comprehensive and effective

Smoke-Free Multi-Unit Housing: Encourage multi-unit housing properties to implement policies that protect residents from secondhand smoke.

Students Working Against Tobacco (SWAT): SWAT is a united movement of empowered youth working towards a tobacco-free future. The Tobacco Free Brevard Partnership collaborates with SWAT youth who lend meaningful insight into ending nicotine addiction among their peers. Visit www.swatflorida.com for more information.



QUIT SMOKING



Are you or someone you know ready to quit? Support is available!



Talk to a Quit Coach, find a Quit Group, or get free nicotine replacement patches or gum.



Learn more about free resources at TobaccoFreeFlorida.com

Mission and Vision

We envision a Brevard County where all residents have a fair chance at a healthy future - free from nicotine addiction.

Our Mission is to mobilize the community and advance local policies that will help end nicotine addiction, protect children from secondhand smoke, and improve public health for generations to come. Tobacco Free Brevard aims to create a nicotine-, smoke-, and vape-free Brevard.

Share your skills and have your voice heard.

EVERYONE DESERVES A HEALTHY FUTURE

GET INVOLVED

We Want YOU!

- Email info@tobaccofreebrevard.com to learn how you can support our policy initiatives and get involved in our community advocacy efforts.
- Come to one of our Quarterly Meetings (See Meetings & Events on our website for more information).
- Like us on Facebook! Share our website - www.TobaccoFreeBrevard.com



Join the Partnership



info@tobaccofreebrevard.com



www.TobaccoFreeBrevard.com



Tobacco Free Brevard



TOBACCO FREE BREVARD

Tobacco Free Brevard

Every resident in Brevard County deserves a fair chance at a healthy future.





Town Manager Report for April 2024

1. Joined Dan Maloney from Brevard County Ocean Rescue for a ride along on the beach from Ocean Park to Spessard Holland. I met with all of the guards who were extremely well trained and professional. I attend each guard stations debrief on situational emergencies and the ocean's current conditions. I was very impressed by Dan and his team. I encourage all Commissioners to take the opportunity to ride with Dan.
2. Met with Dawn Barlow, Chair of the Parks Board to discuss project the board may want to undertake. We discussed playground equipment, Veteran's Memorial and utilization of the drainage area by the tennis courts.
3. Attended Space Coast League of Cities Dinner with Vice Mayor Quarrie, Town Clerk Brown and Building Official Bitgood.
4. Attended the Brevard County Commissioner's Meeting with Bldg. Official Bitgood and Vice Mayor Quarrie to hear the agenda item of County lifeguards. Additional beachside elected officials and Town Managers also attended. Vice Mayor Quarrie spoke to the Commission regarding the hardship of the Town to afford full time lifeguards. The Vice Mayor was quoted in Florida Today (4/11/2024). New Channel 2 also came to interview the Vice Mayor regarding her comments to the County Commission.
5. The Bldg. Official and I met with Bureau Veritas North America, Inc. to discuss the feasibility of utilizing this company to do inspections when Mr. Bitgood is on vacation or if he was unable to perform his duties due to illness. Additional discussions will take place to determine whether this will be brought to the Commission for consideration.
6. Met with Mayor Dennington to discuss the budget process in more detail.
7. Weekly meetings with Town Staff to discuss Founders Day plans.
8. Met with Rotary to discuss Founders Day and The Pineapple Man race.
9. Attended Planning and Zoning meeting.
10. Attended Indialantic's Town Council meeting to view their new audio equipment.
11. Met with Chief Zander to discuss department goals.

March 2024 TASK LIST

ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Lifeguard coverage	3/15/2023	3/20/2024		Wyatt Hoover	
DATE	DIRECTION/NOTES				
9/21/2023	Fire Chief – Presented the different options and costs. Continue with BCOR for the next fiscal year then reassess.				
7/12/2023	Create a staffing plan, budget, equipment list, and all other details to bring a lifeguard program in-house. What would Ocean Park parking fees need to increase to in order to cover the cost.				
6/28/2023	Town Manager – Met with County Manager, waiting on the County Commission. Corey Runte – Asked to look into the cost of having our own lifeguard program.				
5/17/2023	Town Manager – Fire Chief Gavin Brown is the liaison for this. Right now the Brevard County Commission is looking into it				
3/15/2023	Added to Action Items – Fact finding related to funding from other municipalities, open a dialogue with Indialantic, reach out to US Lifesaving Association and Florida Beach Patrol to see what other heavy-traffic beaches are doing, make sure flag signs are up to date, options and costs to get a lifeguard at our beach year round.				
ITEM	OPENED	DUE DATE	CLOSED	REQUESTOR	ASSIGNED TO
Sixth Ave boat ramp improvements	8/17/2022	6/19/2024		Commissioner Runte	Town Manager/ PW Director
DATE	DIRECTION/NOTES				
3/20/2024	Corey Runte- Pushed for 3 months				
8/16/2023	At the workshop next week.				
7/19/2023	Mayor – Neighboring property put in a taller dock that is getting destroyed, so if the Town put in a small dock it would not last long				
6/28/2023	Look into grant opportunities				
3/15/2023	Put on the Town Commission Workshop				

March 2024 TASK LIST

2/15/2023	Tom Davis- met with Bowman Engineering at Sixth Ave boat ramp to get them to draw something up
1/18/2023	Tom Davis – installed the geogrid and painted the wall, considering installing a kayak rack Commissioner Corey Runte – come up with future vision plans and get concept drawings/proposals to beautify it and address parking
11/16/2022	Joyce Barton – Spoke about possible grant options Corey Runte – Research funding options Mayor Hoover – Start with fixing the seawall
9/21/2022	Discussed under new business agenda item D.
8/17/2022	Research what the exact issue is with parking that prevents the Town from getting grant money