

# Town of Melbourne Beach

## REGULAR TOWN COMMISSION MEETING Wednesday, September 18, 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, September 18, 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

**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 Special Town Commission Meeting final minutes September 6, 2024
  - B. Approval of the Special Town Commission Meeting – Tentative Budget Hearing final minutes September 6, 2024
  - C. Approval of the Town Commission Workshop final minutes August 27, 2024
  - D. Approval of the Town Commission Workshop final minutes August 22, 2024
  - E. Approval of the Special Town Commission Meeting final minutes August 21, 2024
  - F. Approval of the Regular Town Commission Meeting action minutes August 21, 2024
  - G. Approval of the Town Commission Workshop final minutes July 3, 2024
  - H. Approval of the Town Commission Workshop final minutes June 18, 2024
  - I. Approval of the Regular Town Commission Meeting final minutes May 15, 2024
  - J. Approval of the site plan for 1609 Atlantic St – new home
- 6. Proclamations/Presentations/Awards**
  - A. Proclamation recognizing September 17<sup>th</sup> through September 23<sup>rd</sup> as Constitution Week
  - B. Presentation from the Parks Board on updates and recommendations on ongoing projects
  - C. Presentation from the Planning and Zoning Board on the tree cutting and replacement ordinance
  - D. Recognition of Boy Scout Logan Knolmayer for the completion of his Eagle Scout project – Installation of fire hydrant reflectors throughout the Town of Melbourne Beach
- 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 filling the Town Commission seat vacated by Commissioner Adam Meyer – Town Manager Elizabeth Mascaro
- B. Approval of the Town Commission Workshop final minutes March 6, 2024 – Town Clerk Amber Brown
- C. Consideration to offer reduced pricing on non-resident parking passes – Town Manager Elizabeth Mascaro
- D. Consideration on the design for an ADA compliant ramp on the Community Center – Town Manager Elizabeth Mascaro

**12. New Business**

- A. Consideration to allow legal team to put together a process and plan of action regarding investigating allegations of a toxic workplace – Vice Mayor Sherri Quarrie
- B. Consideration on holding a Town sponsored meet the candidate forum at Town Hall – Mayor Alison Dennington
- C. Materials and information related to mental health awareness and suicide prevention – Mayor Alison Dennington
- D. Consideration on a formal investigation into a complaint received by Human Resources – Town Manager
- E. Consideration on a private provider for the Building Official – Town Manager Elizabeth Mascaro
- F. Consideration on changing the date for the October Regular Town Commission Meeting – Town Clerk Amber Brown

**13. Administrative Reports**

- A. Town Attorney
  - 1) Outline of the code enforcement process
- B. Town Manager

**14. Commission Reports**

**15. Task List**

**16. Public Comment**

**17. Adjournment**