

Town of Melbourne Beach

REGULAR TOWN COMMISSION MEETING Wednesday, October 15, 2025 at 6:00 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

PUBLIC NOTICE AGENDA

Commission Members:

Mayor Alison Dennington
Vice Mayor Dawn Barlow
Commissioner Robert Baldwin
Commissioner Anna Butler
Commissioner Tim Reed

Staff Members:

Interim Town Manager Lisa Frazier
Town Attorney Ryan Knight
Town Clerk Amber Brown

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance and Moment of Silence**
4. **Meeting Agenda – Additions/Deletions/Changes**
5. **Proclamations/Awards**
6. **Presentations by Special Guests (Maximum of 5 Minutes)**
 - A. Presentation for an Honor Walk by the Parks Board
7. **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.
8. **Consent Agenda**
 - A. Approval of the September 3, 2025 second Special Town Commission Meeting minutes
 - B. Approval of the September 10, 2025 first Special Town Commission Meeting minutes
 - C. Approval of the September 10, 2025 second Special Town Commission Meeting minutes
 - D. Approval of the September 15, 2025 Special Town Commission Meeting minutes

- E. Approval of the September 17, 2025 first Special Town Commission Meeting minutes
- F. Approval of the September 17, 2025 second Special Town Commission Meeting minutes
- G. Approval of the September 17, 2025 Regular Town Commission Meeting minutes
- H. Approval of the September 25, 2025 first Special Town Commission Meeting minutes
- I. Approval of the September 25, 2025 second Special Town Commission Meeting minutes
- J. Approval of the September 29, 2025 first Special Town Commission Meeting minutes
- K. Approval of the site plan for 411 Hibiscus – new home
- L. Updated fee schedule for 2026 from BSE Consultants
- M. Letter of Fuel/collection, and recycle processing fee adjustment from Waste Pro

9. Public Hearings/Special Orders

- A. Ordinance 2025-03 – Traffic Code – Second Reading
AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY FLORIDA, AMENDING CHAPTER 30, SECTION 30-43.1, “PENALTIES FOR VIOLATIONS OF CERTAIN TOWN PARKING REGULATIONS”; INCREASING AMOUNT OF CIVIL PENALTY FOR VIOLATION OF OFFENSES IN SECTION 30-42(A), (B), AND (C) FROM \$35.00 TO \$75.00; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

10. Unfinished Business

- A. Ordinance 2025-04 – Sign Ordinance – First Reading
AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, FLORIDA, RELATING TO LAND DEVELOPMENT REGULATIONS AND SIGNAGE; AMENDING SECTION 7A-52, TOWN CODE OF ORDINANCES, RELATING TO PROHIBITED SIGNS AND PROVIDING FOR ADDITIONAL REGULATIONS AS TO TYPE OF SIGNAGE PROHIBITED WITHIN THE TOWN, AMENDING SIGN LOCATION AND DURATION OF SIGNAGE PERMITTED IN THE TOWN; REVISING SIGNAGE STANDARDS; PROVIDING FOR REMOVAL OF SIGNAGE BY THE TOWN; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
- B. Ordinance 2025-06 – Salary of the Mayor and Town Commission Ordinance – First Reading
AN ORDINANCE OF THE TOWN OF MELBOURNE BEACH, FLORIDA, AMENDING CHAPTER 10, SECTION 10-1, TOWN CODE OF ORDINANCES, RELATING TO SALARY OF MAYOR AND TOWN COMMISSION; AMENDING SALARY OF MAYOR AND TOWN COMMISSION TO \$3,000; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
- C. Discussion on a Civility Pledge and Resolution – Commissioner Anna Butler
- D. Consideration of the lease contract with Brevard County for the Historic Williams Building
- E. Discussion on Revisions to STR Ordinance relating to Owner Occupied Short Term Rentals and Inspections – Town Attorney Ryan Knight

11. New Business

- A. Discussion on the regulation of short-term rentals – Commissioner Anna Butler
- B. Discussion on developing an ordinance to address residential propane storage tanks – Commissioner Tim Reed
- C. Discussion on Low Impact Development Conference – Town Manager Lisa Frazier

12. Finance/Budget Report

13. Town Staff/Board Reports

- A. Technology Advisory Board
- B. Building Department
- C. Public Works Department
- D. Code Enforcement
- E. Fire Department
- F. Police Department
- G. Town Clerk
- H. Town Attorney
 - 1. Discussion on settlement offer from Funoe, LLC for all outstanding cases in litigation.
- I. Town Manager

14. Commission Reports

- A. Mayor Alison Dennington
- B. Vice Mayor Dawn Barlow

15. Task List

16. Adjournment

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.