

# **Town of Melbourne Beach**

**REGULAR TOWN COMMISSION MEETING  
Wednesday, January 21, 2026 at 6:00 p.m.  
COMMUNITY CENTER – 509 OCEAN AVENUE**

## **PUBLIC NOTICE AGENDA**

**Commission Members:**

Mayor Alison Dennington  
Vice Mayor Terry Cronin  
Commissioner Anna Butler  
Commissioner Tim Reed  
Commissioner Sherri Quarrie

**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, Moment of Silence, and Civility Pledge**

The Commission and Staff of The Town of Melbourne Beach pledge to conduct all public discourse in a civil manner. The Mayor and all members of the Commission will treat one another with courtesy and respect and ask the public to do the same toward the Commission, each other, and toward Staff. We will be respectful of one another even when we disagree. We will direct all comments toward the issues. We will avoid personal attacks.

**4. Meeting Agenda – Additions/Deletions/Changes - Pages 2-4**

**5. Proclamations/Awards/Announcements**

A. Town announcements and upcoming events – Town Clerk Amber Brown – Pages 5-6

**6. Presentations by Special Guests (Maximum of 5 Minutes)**

**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 November 5, 2025 Special Town Commission Meeting minutes – Pages 7-12
- B. Approval of the November 19, 2025 Regular Town Commission Meeting minutes – Pages 13-27
- C. Approval of the November 21, 2025 Special Town Commission Meeting minutes – Pages 28-33
- D. Approval of the site plan for 1806 Pine St – Pages 34-99
- E. Approval of the site plan for 2003 Oak – Pages 100-122

**9. Public Hearings/Special Orders**

- A. Ordinance 2025-06 – Salary of the Mayor and Town Commission Ordinance – Second Reading - Pages 123-127  
**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**
- B. Discussion and consideration to repeal/disapprove Ordinance 2025-06 – Salary of the Mayor and Town Commission – Commissioner Sherri Quarrie – Page 128

**10. Unfinished Business**

- A. Resolution 2025-19 – Town Commission Rules and Procedures – Town Attorney Ryan Knight – Pages 129-142  
**A RESOLUTION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, MODIFYING AND RESTATING TOWN COMMISSION RULES AND PROCEDURES; PROVIDING FOR BI-MONTHLY REGULAR COMMISSION**
- B. Discussion on the proposed Town policy and procedure regarding grant applications – Commissioner Tim Reed – Pages 143-148

**11. New Business**

- A. Resolution 2026-01 - Adopting the Brevard County Hazard Mitigation Plan – Pages 149-150  
**A RESOLUTION OF THE TOWN OF MELBOURNE BEACH, BREVARD COUNTY, FLORIDA, ADOPTING THE 2025 UPDATE OF THE BREVARD COUNTY HAZARD MITIGATION PLAN**
- B. Consideration on the Basin 10 drainage analysis proposal – Town Manager Lisa Frazier – Pages 151-155
- C. Discussion and consideration of the sale of the Fire Department's decommissioned fire engine – Fire Chief Gavin Brown – Page 156
- D. Discussion on procedural requirements for future non-ad valorem assessments – Town Attorney Ryan Knight – Page 157
- E. Consideration on the Town Manager employment agreement – Town Attorney Ryan Knight – Page 158

**12. Finance/Budget Report - Pages 159-188**

**13. Town Staff/Board Reports**

- A. Technology Advisory Board – Pages 189-196
- B. Building Department – Pages 197-204
- C. Public Works Department – Pages 205-210
- D. Code Enforcement – Page 211
- E. Fire Department – Pages 212-215
- F. Police Department – Pages 216-217
- G. Town Clerk – Pages 218-223
- H. Town Attorney
- I. Town Manager – Pages 224-225

**14. Commission Reports**

**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.