

# Town of Melbourne Beach

## REGULAR TOWN COMMISSION MEETING Wednesday, March 18, 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:**

Town Manager A. Marie Smith  
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 2-3**
5. **Proclamations/Awards/Announcements**  
A. Town announcements and upcoming events – Town Clerk Amber Brown – Page 4
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. **Town Manager Report**
9. **Town Attorney Report**

**10. Consent Agenda**

- A. Approval of the January 7, 2026 Town Commission Workshop minutes – Pages 5-7
- B. Approval of the January 9, 2026 Special Town Commission Meeting minutes – Pages 8-12
- C. Approval of the January 23, 2026 Special Town Commission Meeting minutes – Pages 13-14
- D. Approval of the site plan for 307 Third Ave – Pages 15-96
- E. Approval of the site plan for 506 Poinsettia Rd – Pages 97-136

**11. Public Hearings/Special Orders**

**12. Unfinished Business**

**13. New Business**

- A. Consideration on an RFP for grant writing and administrative services – Commissioner Tim Reed – Pages 137-139
- B. Consideration on the proposed letter to the Governor regarding Florida State Statute 112.51: Municipal officers; suspension; removal from office – Commissioner Anna Butler – Pages 140-172
- C. Consideration on replacing the Community Center doors – Public Works Director Tom Davis – Page 173
- D. Consideration on auctioning off old street name signs – Public Works Director Tom Davis – Page 174

**14. Finance/Budget Report - Pages 175-214**

**15. Town Staff/Board Reports**

- A. Technology Advisory Board
- B. Building Department – Pages 215-223
- C. Public Works Department – Pages 224-225
- D. Code Enforcement
- E. Fire Department – Pages 226-227
- F. Police Department – Pages 228-231
- G. Town Clerk – Pages 232-239

**16. Commission Reports**

**17. Task List**

**18. 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.