

## Town Commission Meeting

Section: New Business  
Meeting Date: September 17, 2025  
From: Commissioner Anna Butler  
RE: Adoption of a Civility Pledge and Resolution

Background Information: In an effort to ensure an improved public meeting process, a focus on the governmental issues of Melbourne Beach rather than personal issues, I have utilized the Florida League of Cities as a resource.

Recommendation: Recommendation to vote upon and adopt a Civility Pledge and Resolution

Attachments: Resolution and Pledge

**A RESOLUTION OF THE TOWN MELBOURNE BEACH ADOPTING A CIVILITY PLEDGE TO BE USED BY LOCAL  
GOVERNMENT OFFICIALS ENGAGED IN PUBLIC DISCOURSE.**

WHEREAS, in Florida the county and municipal governments feature elected legislative and representative bodies known as commissions and councils, and said bodies meet regularly in public in accordance with state public meeting laws to conduct business, govern collectively and administer as necessary; and

WHEREAS, these Constitutionally mandated responsibilities as local governments include their respective Home Rule powers and locally adopted ordinances to govern, and as such enumerate their types of meetings and details on the procedures for such sessions to occur; and

WHEREAS, such public meetings have upon occasion included unnecessary and improper displays of temper and other actions causing dismay to the elected and appointed officials, those citizens and residents in attendance and those observing via electronic means and have led to many solicitations for codes of conduct to be enacted to ensure an improved public meeting process for all involved; and

WHEREAS, elected and appointed officials, citizens and residents now routinely communicate and engage in public discourse via electronic communications such as social media posts and such public discourse has upon occasion included unnecessary and improper displays of temper and other actions causing dismay to the elected and appointed officials, citizens and residents; and

WHEREAS, one means for this improvement is a civility pledge, wherein the elected and appointed officials of The Town of Melbourne Beach enact the pledge toward one another, toward the public, and toward staff with an understanding that the public and staff will further abide by the same pledge and in doing so ensure a civil discourse at public meetings or when communicating via electronic means; and

WHEREAS, it is recommended that The Town of Melbourne Beach enact a civility pledge, and that this policy provide that public discourse shall focus upon the governmental issues and not personal issues, that the pledge ensure that the elected and appointed officials treat one another with respect and courtesy and extend the same behavior and attitude toward citizens, residents and observers of such public discourse, and that said persons will extend that same behavior toward the officials and staff of the Town of Melbourne Beach; and

WHEREAS, that the result of this pledge and its enactment will be thoughtful debate and discussion of legislative issues facing the Town of Melbourne Beach and that in setting this public example there will be more deliberative, thoughtful and issue-based consideration of the matters before this government body, and that better policies will result along with a more informed electorate.

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

Section 1. That the Town of Melbourne Beach has adopted a civility pledge and through enacting it does commit to its full enforcement for all public discourse.

Section 2. That this civility pledge will be communicated to all those in attendance at public meetings including the officials, staff and audience, both physically in attendance and virtually.

Adopted in meeting assembled this \_\_\_\_ date of \_\_\_\_\_, 202\_.

Signed:

Attest:

#### **PROPOSED CIVILITY PLEDGE**

“The council and staff of **THE TOWN OF MELBOURNE BEACH** pledge to conduct all public discourse in a civil manner. The mayor/commission chair 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.

## **Town Commission Meeting**

**Section:** New Business

**Meeting Date:** September 17, 2025

**From:** Commissioner Anna Butler

**RE:** Proclamation of Fire Prevention Week October 5-11, 2025

**Background Information:** "From Phones to Power Tools: Melbourne Beach Volunteer Fire Department Urges Residents to Know the Risks of Lithium-Ion Batteries this Fire Prevention Week"

**Recommendation:** Present the Proclamation

**Attachments:**

# Official Proclamation

TOWN OF MELBOURNE BEACH, FLORIDA

## PROCLAMATION RECOGNIZING OCTOBER 5-11<sup>TH</sup>, 2025 AS FIRE PREVENTION WEEK WITHIN THE TOWN OF MELBOURNE BEACH

**WHEREAS**, the Town of Melbourne Beach is committed to ensuring the safety and security of all those living and visiting our community; and

**WHEREAS**, fire remains a serious public safety concern both locally and nationally, and the presence of lithium-ion batteries in many household devices introduces unique fire risks; and

**WHEREAS**, most of the electronics used in homes daily — including smartphones, tablets, laptops, power tools, e-bikes, e-scooters, and toys — are powered by lithium-ion batteries, which if misused, damaged, or improperly charged, can overheat, start a fire, or explode; and

**WHEREAS**, the National Fire Protection Association® reports an increase in battery-related fires, underscoring the need for public education on the safe use of lithium-ion batteries; and

**WHEREAS**, residents should follow three key calls to action: Buy only listed products, charge batteries safely, and recycle them responsibly to prevent battery-related fires; and

**WHEREAS**, lithium-ion batteries store a large amount of energy in a small space, and improper use such as overcharging, using off-brand chargers without safety certification, or exposing batteries to damage can result in fire or explosion; and

**WHEREAS**, the proper disposal and recycling of lithium-ion batteries help prevent environmental hazards and reduce fire risks in the home and community; and

**WHEREAS**, the Town of Melbourne Beach first responders are dedicated to reducing the occurrence of fires through prevention, safety education, and community outreach; and

**WHEREAS**, the 2025 Fire Prevention Week™ theme, "Charge into Fire Safety™: Lithium-Ion Batteries in Your Home," serves to remind us of the importance of using, charging, and recycling lithium-ion batteries safely to reduce the risk of fires in homes and communities;

**NOW, THEREFORE**, be it resolved that I, Mayor Alison Dennington and the members of the Town of Melbourne Beach Commission, do hereby recognize and proclaim October 5–11, 2025, as Fire Prevention Week throughout the Town of Melbourne Beach.

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Town Clerk

## Melbourne Beach Town Clerk

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**Subject:** FW: Historic Williams House – Early Renewal Agreement & COI Request

**From:** Pynn, Amanda <Amanda.Pynn@brevardfl.gov>

**Sent:** Wednesday, September 17, 2025 2:32 PM

**To:** Melbourne Beach Town Manager <TownManager@melbournebeachfl.org>; Melbourne Beach Town Clerk <TownClerk@melbournebeachfl.org>

**Cc:** Marquardt, Diana <Diana.Marquardt@brevardfl.gov>; Kimball, Steven <steven.kimball@brevardfl.gov>; Golden, Ian J <Ian.Golden@brevardfl.gov>

**Subject:** RE: Historic Williams House – Early Renewal Agreement & COI Request

Hi Elizabeth,

Thank you for your message. Is there any chance tonight's agenda could still be amended to include this item?

*Thank you,*

**Amanda Pynn**  
**Contract Administrator**

Brevard County Parks and Recreation  
2725 Judge Fran Jamieson Way  
Building B, Suite 203  
Viera, Florida 32940

Phone: 321-633-2046

Internal Direct: x59134

Cell: 321-550-1653

Email: [Amanda.Pynn@brevardfl.gov](mailto:Amanda.Pynn@brevardfl.gov)

Website: [www.brevardfl.gov/ParksAndRecreation/Home](http://www.brevardfl.gov/ParksAndRecreation/Home)



"Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."



**ORDINANCE NO. 2025-\_\_**

**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.**

**WHEREAS**, the Town Commission finds it is in the public interest to modify and update Chapter 30, Section 30-43.1 relating to penalties for certain traffic offenses; and

**WHEREAS**, the Town Commission finds it necessary to update the penalties for certain parking offenses to discourage illegal parking that has been prevalent in the Town of Melbourne Beach; and

**WHEREAS**, the Town of Melbourne Beach seeks to promote safe and legal parking within the Town and at designated parking areas throughout Town of Melbourne Beach.

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

**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 30, Section 30-43.1, "Penalties for Violations of Certain Town Parking Regulations," of the Town of Melbourne Beach Code of Ordinances, shall be amended as follows (Note: additions indicated by underscore; deletions indicated by ~~strike through~~; and text that shall remain unaltered that is not reproduced here is indicated by ellipses (\*\*\*)):

**§ 30-43.1 PENALTIES FOR VIOLATIONS OF CERTAIN TOWN PARKING REGULATIONS.**

(a) Any person cited for a violation of Sections 30-42 and 30-43(a)(5), (b)(3) of this code, shall be deemed to be charged with a noncriminal infraction and shall be assessed a civil penalty according to the following schedule: \$375 for a violation of any of the offenses in Section 30-42(a), (b) and (c); and \$100 for a violation of any offense in Section 30-43(a)(5) and (b)(3). With regard to Sections 30-42 and 40-43(a)(5), (b)(3), this sub-section shall supersede §1-99, Town Code.

(b) The town hereby adopts the civil traffic infraction hearing officer program as provided for and established by Section 318.30 et seq., Florida Statutes, and Sections



106-96 through 106-100, Brevard County Code, all as amended from time to time. Every case involving a violation of Sections 30-42 through 30-43.1, Town Code, shall be referred to the civil infraction hearing officer program as established by Sections 106-96 through 106-100, Brevard County Code. However, upon request of the defendant, contained in a notice of appearance or a written plea, the case shall be assigned to a county court judge.

(c) Each day that violation occurs or continues shall be a separate offense. For parking in excess of the time authorized in a public parking space, each succeeding equal time period beyond that authorized as the maximum time period for the parking place shall constitute a separate offense.

(d) The amount of the penalty specified in this section shall be doubled if payment is not received by the court clerk prior to notice being mailed to the registered owner by certified mail pursuant to Section 30-44(f).

**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 \_\_\_\_\_, 2025, by the Town Commission of the Town of Melbourne Beach, Florida.

TOWN OF MELBOURNE BEACH, FLORIDA

By: \_\_\_\_\_  
ALISON DENNINGTON, Mayor

ATTEST:

(TOWN SEAL)

\_\_\_\_\_  
Amber Brown, Town Clerk

**ORDINANCE NO. 2025-\_\_**

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**WHEREAS**, the Town Commission finds it is in the public interest to modify and update Chapter 30, Section 30-43.1 relating to penalties for certain traffic offenses; and

**WHEREAS**, the Town Commission finds it necessary to update the penalties for certain parking offenses to discourage illegal parking that has been prevalent in the Town of Melbourne Beach; and

**WHEREAS**, the Town of Melbourne Beach seeks to promote safe and legal parking within the Town and at designated parking areas throughout Town of Melbourne Beach.

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**§ 30-43.1 PENALTIES FOR VIOLATIONS OF CERTAIN TOWN PARKING REGULATIONS.**

(a) Any person cited for a violation of Sections 30-42 and 30-43(a)(5), (b)(3) of this code, shall be deemed to be charged with a noncriminal infraction and shall be assessed a civil penalty according to the following schedule: \$~~37~~5 for a violation of any of the offenses in Section 30-42(a), (b) and (c); and \$100 for a violation of any offense in Section 30-43(a)(5) and (b)(3). With regard to Sections 30-42 and 40-43(a)(5), (b)(3), this sub-section shall supersede §1-99, Town Code.

(b) The town hereby adopts the civil traffic infraction hearing officer program as provided for and established by Section 318.30 et seq., Florida Statutes, and Sections

106-96 through 106-100, Brevard County Code, all as amended from time to time. Every case involving a violation of Sections 30-42 through 30-43.1, Town Code, shall be referred to the civil infraction hearing officer program as established by Sections 106-96 through 106-100, Brevard County Code. However, upon request of the defendant, contained in a notice of appearance or a written plea, the case shall be assigned to a county court judge.

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**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 \_\_\_\_\_, 2025, by the Town Commission of the Town of Melbourne Beach, Florida.

TOWN OF MELBOURNE BEACH, FLORIDA

By: \_\_\_\_\_  
ALISON DENNINGTON, Mayor

ATTEST:

(TOWN SEAL)

\_\_\_\_\_  
Amber Brown, Town Clerk

## Melbourne Beach Town Clerk

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**From:** drkate <drkate@bellsouth.net>  
**Sent:** Wednesday, September 17, 2025 2:47 PM  
**To:** Melbourne Beach Town Clerk; Alison Dennington; Anna Butler; Robert Baldwin; Tim Reed; Dawn Barlow  
**Subject:** Please read in the meeting tonight regarding the 6th Ave. boat ramp

Dear Mayor and fellow Members of the Commission:

I am opposed to further enhancement to the boat ramp at 6th Avenue. Pine Street is already a major thoroughfare for children, golfcarts and general traffic and does not need the additional complication of more people backing in more trailers, bringing larger boats, parking their cars etc. The police don't need to additional task of making sure that only Melb. Beach residents are using the ramp.

It is logical and obvious that further enhancement will bring more traffic to this location. As a golf cart community with now many e-bikes we need to discourage the increased draw of a dock, and enhanced ramp. The increased number of short term rentals furthers the likelihood that the ramp will be used more changing the now quiet residential area: increasing noise, partying, liability as well as becoming less available to local residents.

On that note, the trial that was initiated under the former administration selling Melbourne Beach parking stickers to non residents should be discontinued for the same reasons stated above. Our neighboring County residents and sister city Indialantic should be looking into making a boat ramp more available to their residents.

**Dr. Kate Wilborn**  
**502 2nd Ave.**  
**(321) 243-7301**

## Melbourne Beach Town Clerk

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**Subject:** FW: MB Boat Ramp Please read during meeting when Boat Ramp citizen comments take place

**From:** Dawn Barlow <[dbarlow@melbournebeachfl.org](mailto:dbarlow@melbournebeachfl.org)>  
**Sent:** Wednesday, September 17, 2025 8:47 PM  
**To:** Melbourne Beach Town Clerk <[TownClerk@melbournebeachfl.org](mailto:TownClerk@melbournebeachfl.org)>  
**Subject:** Fw: MB Boat Ramp Please read during meeting when Boat Ramp citizen comments take place

This is the public comment I read.

Dawn Barlow  
Commissioner  
Town of Melbourne Beach  
[dbarlow@melbournebeachfl.org](mailto:dbarlow@melbournebeachfl.org)  
407-409-2894

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**From:** drkate <[drkate@bellsouth.net](mailto:drkate@bellsouth.net)>  
**Sent:** Wednesday, September 17, 2025 3:02 PM  
**To:** Alison Dennington <[adennington@melbournebeachfl.org](mailto:adennington@melbournebeachfl.org)>; Anna Butler <[abutler@melbournebeachfl.org](mailto:abutler@melbournebeachfl.org)>; Dawn Barlow <[dbarlow@melbournebeachfl.org](mailto:dbarlow@melbournebeachfl.org)>; Robert Baldwin <[rbaldwin@melbournebeachfl.org](mailto:rbaldwin@melbournebeachfl.org)>; Tim Reed <[treed@melbournebeachfl.org](mailto:treed@melbournebeachfl.org)>  
**Subject:** Fw: MB Boat Ramp Please read during meeting when Boat Ramp citizen comments take place

Dear Mayor and Commission

Please reconsider future ramifications of building a dock and enhancing the boat ramp. I'm an avid fishermen and fish from Pineda to Wabasso on a regular basis and although our little dock can be a challenge on a windy day by yourself. I would not trade for a bigger better load in. The problem is that the nicer & bigger you make it it will only attract more people, from outside our town. And I feel this agenda is getting a push from the Airbnb community for one more added perk to come our town. That boat ramp has always been a small added bonus for the town. The next closest drop in on beach side is Honest Johns, Long Point and the Inlet. They're all pay to play docks and I don't see the overall benefit of selling parking permits to non residents. I don't see the police making that a priority, nor should they have to be concerned with that. I value the boat ramp for just what it is.

If you build it they will come.

Dan Wilborn  
502 2nd Ave.  
321-243-4236