**Town of Melbourne Beach**

**REGULAR TOWN COMMISSION MEETING**

**JUNE 16, 2021 at 6:00 p.m.**

**COMMUNITY CENTER – 509 OCEAN AVENUE**

**MINUTES**

**Commission Members:**

Mayor Wyatt Hoover

Vice Mayor Joyce D. Barton

Commissioner Steve Walters

Commissioner Sherrie Quarrie

Commissioner Corey Runte

**Staff Members:**

Town Manager Elizabeth Mascaro

Town Clerk Jennifer Torres

Town Attorney Clifford Repperger

1. **Call to Order –** Mayor Hoover called the meeting to order at 6 p.m.
2. **Roll Call**

Commissioners Present: Commissioners Absent

Mayor Wyatt Hoover Commissioner Sherrie Quarrie

Vice Mayor Joyce D. Barton

Commissioner Steve Walters

Commissioner Corey Runte

Staff Present:

Town Manager Elizabeth Mascaro

Town Attorney Cliff Repperger

Town Clerk Jennifer Torres

Public Works Director Tom Davis

Fire Chief Gavin Brown

1. **Pledge of Allegiance and Moment of Silence**

Led by Mayor Hoover

1. **Presentations**
2. Announcement of Citizen of the Year – postponed
3. **Boards and Committees**
4. Review Board Application of Haley Conrad for Parks Board

**Commissioner Walters moved to approve the volunteer application of Haley Conrad for the Parks Board; Commissioner Runte seconded; Motion carried 4-0.**

1. **Approval of the Agenda**

**Commissioner Walters moved to approve the Agenda; Commissioner Runte seconded; Motion carried 4-0.**

**Consent Agenda**

* 1. Approval of May 16 21, 2021 RTCM Draft Minutes
  2. Approval of June 9, 2021 TCW Draft Minutes
  3. Site Plan Review for 606 Hibiscus Trail, Melbourne Beach
  4. Reappointment of Martha Remark to the History Preservation & Awareness Board Center Board for a term of 2 years

**Commissioner Walters moved to approve the Consent Agenda; Commissioner Runte seconded; Motion carried 4-0.**

1. **Public Comment**

***Denise Leming***

***Rivers Edge (unincorporated Melbourne Beach)***

Ms. Leming witnessed a group release helium balloons and hoped the Town could help educate the public about the dangers of this practice and add signage. She offered to volunteer in order to help get the project funded.

***Robert Doyle***

***200 6th Avenue***

Mr. Doyle addressed what he sees as an increase in traffic, trash and graffiti at the crossovers especially on the weekends. He also expressed disappointment in the fact that he feels residents are not able to park because of out-of-town parking.

1. **Old Business**
2. Consideration of a traffic light and speed reduction at the intersection of Ocean /Oak/A1A and review of FDOT study – Town Manager Mascaro

Town Manager Mascaro said Chief Griswold contacted FDOT and was made aware of a study that had been done in the area. The study was included in the agenda packet.

The suggestion was made for the Town to mark off the straight & right turn lane on Ocean Avenue (at the intersection of Ocean and A1A), leaving enough room for a left-hand turn and after six months, if the Town requests FDOT to look at the area again, they will do so.

Commissioner Walters said the FDOT study was done in September, 2019, using data from traffic crashes that occurred in 2018. He noted that the photo taken as part of the study shows no traffic, adding that it was a slow time in the season. He went on to say that his request was to have the Town Manager write a letter requesting a left-hand arrow and everyone agreed. But now it’s still not done. From the input he’s received, there are a lot of residents who want this left-turn arrow. He did not feel the FDOT study had any credibility at all.

Mayor Hoover agreed that the quality of the FDOT study wasn’t good. He would like to request they come back and do another study but this time, they should collaborate with the Town on the timing. He also was in agreement that the straight/left turn should be painted.

Vice Mayor Barton agreed that the FDOT study they were presented with is too old and just not applicable to the Town’s situation right now because traffic has increased dramatically.

Commissioner Runte agreed.

**Public Comments**

***Jim Simmons***

***409 Avenue B***

Mr. Simmons said in the past, the Town spent two years coming up with a design for this intersection, complete with public meetings, discussion and emotion. FDOT wanted people to know that if they made a right to come down Riverside they would be impeded at this light. If you make that an efficient intersection, you will have more traffic. He suggested the Commission members talk to officials in Indialantic as well.

Mayor Hoover asked the Town Manager to coordinate with FDOT on the timing of the study.

***Kimberly Collins***

***217 4th Avenue***

Ms. Collins said that twice the DOT out counters just South of Sunset on A1A – so twice she called DOT and asked how long they were going to be on the road – and in doing that they disclosed they lay them down annually – so there may be more recent numbers on file.

**Commissioner Walters moved to instruct the Town Manager to write a letter to FDOT requesting an updated study, in particular focusing on the left turn arrow eastbound from Ocean to Oak/AIA with the thought to have it done in tourist season and incorporate diversion of traffic onto Pine; Commissioner Runte seconded; Motion carried 4-0.**

**Vice Mayor Barton moved to go forward with painting the straight/right hand turn lane following diagram on page 61 of the packet; Commissioner Walters seconded;**

***Jim Simmons***

***409 Avenue B***

Mr. Simmons recommended opening this item up for public debate and delay it for a month.

Commissioner Runte said if there is an uproar within the community and people really don’t like it, it can easily be removed.

**Motion carried 4-0.**

Attorney Repperger said he was asked for recommendation and guidance related to changing the speed limit. He noted that lowering it to 15 mph is out. However it can be lowered to 20 mph across the board.

Vice Mayor Hoover suggested leaving it at 15 mph at the bend and reducing all other internal streets to 20 mph.

**Commissioner Runte moved to modify all existing speed limits on all interior roads to 20 mph throughout the Town; Vice Mayor Hoover seconded;**

***Danika Warren***

***406 Coral Avenue***

Ms. Warren asked if it was possible to add a sign on Pine and/or Oak that says “local traffic only.”

***Jim Simmons***

***409 Avenue B***

Mr. Simmons stated that unless otherwise posted, the speed limit is 30 mph.

Public Works Director Davis estimated that one speed limit sign is $45. Replacing them all would cost approximately $2,000.

**Motion carried 3-1 with Commissioner Walters in dissent.**

1. Discussion of FDOT Grant status and Ocean Avenue Beautification – Town Manager Mascaro

After consulting with landscape designer Susan Hall, the Town was advised not to pursue the FDOT beautification grant. Town Manager Mascaro said there were many factors involved in the grant that were not cohesive with the Ocean Avenue area.

Based on MS. Hall’s recommendation, Commissioner Runte recommended the Town not move forward with grant application process.

He suggested scheduling a workshop in August or September with Susan Hall where they could invite public input on other ideas for landscape beautification along Ocean Avenue.

**Vice Mayor Barton moved to not apply for FDOT grant; Commissioner Runte seconded**;

***Jim Simmons***

***409 Avenue B***

Mr. Simmons said that specimen and native trees are good but large trees require too much maintenance. He also advised the Town to use less St. Augustine grass.

**Motion carried 4-0.**

1. Consideration of Right of Way License, Use, and Maintenance Agreement, Town of Melbourne Beach-Avenues of Melbourne Beach, Inc. – Town Attorney Repperger

Town Attorney Repperger provided a draft of the agreement he prepared for signature by the Avenues of Melbourne Beach Inc.

**Commissioner Runte moved to approve the provided draft of the Right of Way License, Use and Maintenance Agreement between the Town of Melbourne Beach and the Avenues of Melbourne Beach, Inc; Commissioner Walters seconded; Motion carried 4-0.**

1. Consideration of amending the Fee Schedule related to facility rentals – Town Clerk Torres

The Commission requested an increase in Community Center rental fees and there were edits needed in other section. Town Clerk Torres distributed the new fee schedule to the Commission for review.

**Public Comment**

***Julie Samuel***

***304 Ocean Street***

Ms. Samuel said she disagrees with charging a cleaning fee.

**Public Comments**

***Jim Simmons***

*409 Avenue B*

Mr. Simmons said he would like to see the security deposit increased to $350.

**Commissioner Runte moved to approve the fee schedule as presented and to include all previous changes in LDC text language as described by the Town Attorney, and to include an increase in the security deposit to $350, and to remove the cleaning fee, and to give discretion to the Town Manager; Vice Mayor Barton seconded; Motion carried 3-1 with Commissioner Walters in dissent.**

1. Consideration of Town Planner memorandum regarding outdoor seating and dining within the Town

Mayor Hoover said parking width should change from 10-feet to 9-feet, to shorten length of parking and suggested considering a conversion of up to 10-percent with the build in a 6-month time frame. He said he would create an email that the Town Manager could send out to the Commission detailing his suggestions and said this will be an action item they can bring back next month for review.

**Public Comment**

***Jim Simmons***

***409 Avenue B***

Mr. Simmons said the Planning & Zoning Board must review these issues for LDC requirements and suggested that this was more of a workshop issue, adding that every permitted bar and restaurant would need a special exception to comply with that and reminded the Commission that the Town does have minimum parking for a reason.

Mayor Hoover said he will bring the issue to the July workshop.

1. **New Business**
2. Consideration ofrenewal of PLACE Planning & Design, Inc. contract – Town Manger Mascaro

Town Manager Mascaro said Corey O’Gorman, The Town Planner and PLACE, have done a terrific job for the Town and his contract is up for renewal. He requested a one year renewal.

The Commission agreed he had done a good job and wanted to renew his contract for a longer term.

Commissioner Runte recommended renewing the contract for a three-year term

**Commissioner Runte moved to approve the renewal contract of Place Planning & Design, Inc. for a term of three years with a renewal option available at year three; Vice Mayor Barton seconded; Motion carried 3-1 with Walters in dissent.**

1. Consideration of organizing a Melbourne Beach Triathlon in 2021 – Town Manager Mascaro

Local Race Promoter Mitch Varnes offered run a triathlon event this year and the Town would receive a percentage. However, because he doesn’t want to overtax the triathlons in the area, he would also be willing to manage a 5K or 10K race in Town instead.

Mayor Hoover agreed he would like to do 5K or 10K.

**Public Comment**

***Jim Simmons***

***409 Avenue B***

Mr. Simmons felt that a race on the beach was a bad idea and it was not conducive with the community, adding that a Triathlon make more money than 10K or 5K and Pineapple Man said they don’t want to do it this year.

***Joe Watts***

***223 Melbourne Ave***

Mr. Watts said they wanted to have a Pineapple Man this year but due to COVID there was not enough planning time.

**Commissioner Runte moved to approve considering a special event in mid-December 2021 that could include a 10k and a 5k race if details merit that, and to approve and authorize the Town Manager to begin negotiations, confirm details and finalize a proposal to be approved at a future date; Vice Mayor Barton seconded; Motion carried 3-1 with Commissioner Walters in Dissent.**

1. Consideration of the status of the History Preservation & Advisory Board – Town Clerk Torres

Town Clerk Torres explained that the HPAB requires a renewal Resolution to continue as a Town Board. Mayor Hoover suggested they expand some duties to included digital preservation and logging artifacts.

The Commission felt it was reasonable to reauthorize the Resolution for a two-year term and in 2023 consider designating it as a permanent Board by Ordinance.

**Public Comment**

***Dayle Hinman***

***419 Anchor Key***

As a member of the HPAB, Ms. Hinman said they have a very energetic board that wants to do things. She often cleans the Ryckman House and maintains the building. She said the Board will come up with a host of suggestions of fun things they can do and submit it to the Town. She said she is excited and hoping their plans are approved.

Public Works Director Davis mentioned that Ms. Hinman was his mentor in the criminal profiling department and is an inspiring person.

**Vice Mayor Hoover moved to create a new Resolution reauthorizing; the History Preservation & Awareness Board in Melbourne Beach; Commissioner Runte seconded; Motion carried 4-0.**

1. Consideration of Memorandum of Agreement for Dispatch Service between the Melbourne Beach Police the Brevard County Sheriff’s Office

**Commissioner Runte moved to approve the Memorandum; Commissioner Walters seconded; Motion carried 4-0.**

**12. Staff Reports**

1. Town Attorney Report
2. Town Manager Report
3. Town Clerk Report
4. Departmental Reports
5. Building Department
6. Public Works Department

PWD Davis said Orange Ave will be a showpiece and it is currently handling water from the rain productively.

1. Code Enforcement
2. Police Department
3. Fire Department
4. Finance Department

**Commissioner Runte moved to approve the May Finance Report; Vice Mayor Barton Seconded; Motion carried 3-1 with Commissioner Walters in dissent.**

**13. Town Commission Comments**

1. General Comments
2. Review of Commission Action List

**New**

* **Stop Signs**: Evaluate stop sign placement on Palm and Orange Avenue

**Updates**

* **FDOT Traffic Stanchions**: PWD will ask FDOT if subcontractor (who is restriping cross walks) can also paint stanchions: Update July RTCM
* **Research Charging Stations:** Follow up on “Electrify” a company that leases charging stations. Update July RTCM
* **Research Expanding Outdoor Seating on Ocean Ave and Parking:** Workshop
* **Research Ocean Avenue Beautification:** Commission will no longer pursue FDOT grant but will continue research of other funding and grants. Update July RTCM

**14. Adjournment**

**Commissioner Walters moved to adjourn the meeting; Commissioner Runte seconded; Motion carried 4-0.**

Meeting adjourned at 9:00 p.m**.**