



Town of Melbourne Beach

SPECIAL TOWN COMMISSION MEETING MONDAY, OCTOBER 29, 2018 at 2:30 p.m. in the MASNY ROOM – 507 OCEAN AVENUE

MINUTES

Mayor Jim Simmons
Vice Mayor Wyatt Hoover
Commissioner Steve Walters
Commissioner Sherri Quarrie

Town Manager Bob Daniels
Town Clerk Nancy Wilson
Town Attorney Clifford Repperger

PUBLIC NOTICE

The Town Commission conducted a Special Town Commission Meeting
on Monday October 29, 2018 in the Masny Room
located at 507 Ocean Avenue to address the item below.

I. Call to Order – Led by Mayor Simmons

Mayor Simmons called the meeting to order at 2:32p.m.

II. Roll Call

Town Clerk Wilson led the roll call.

Commissioners Present:

Mayor Jim Simmons
Commissioner Steve Walters
Commissioner Sherri Quarrie

Staff Present:

Town Manager Bob Daniels
Town Clerk Nancy Wilson
Town Attorney Cliff Repperger

Commissioners Absent:

Vice Mayor Wyatt Hoover

III. Pledge of Allegiance and Moment of Silence

IV. Public Comment

V. Old Business

A. Consideration of bids for roof replacement at Ryckman House – Town Manager Daniels

Town Manager Daniels recounted the discussion regarding the Ryckman House roof from the September 19th meeting; the Town had only received one bid and after considerable discussion, the Commission decided to explore other possibilities. Mr. Daniels also met with the Historic Preservation & Awareness Board members who told him that installing a metal roof was fine with them. Public Works Supervisor Davis was able to get four bids:

- Florida Native Roofing - \$22,805
- Certified Roofing - \$21,457
- Armadillo Roofing - \$13,995
- Hippo Roofing - \$9,407 (including 10% discount)

The bids are for removal and replacement with metal. The severe roof pitch likely added to the cost as did plywood sheathing; only Hippo Roofing included that cost in their bid. Mr. Davis also obtained information regarding the companies from the Better Business Bureau and consulted with our Building Department about their experiences with the vendors.

Town Attorney Repperger arrived at 2:37 p.m.

While the Public Works Supervisor and the Town Manager were going to recommend Hippo Roofing anyway, Chad Warren, sales representative for the company, said that if we sign an agreement before the end of the month, they will reduce their bid by 10% which is about a \$1,045 reduction in the cost. This is why a Special Meeting was called.

Commissioner Quarrie asked if the metal used by Hippo Roofing is of the same quality as that used by the other companies who bid to which Mr. Davis responded that it's the next highest gauge meaning it's heavier. The company has their own metal production plant in Georgia which may explain why their bids are often lower than the competition. The style is the same as the adjacent roof so it will match and the Hippo representative thinks standing 5V roofing is of better quality than standing seam; the Mayor commented that 5V also looks more historic. The screws they use have metal grommets in the center that don't allow the screw to penetrate and cause a metal reaction and the grommets prevent washers from breaking.

The Public Works Supervisor said there isn't any sheathing under the shake shingles; they were just attached to 1"x4"s which is also why there wasn't a charge on any of the bids for wood repair. It was suggested by Commissioner Quarrie that the old cypress removed during installation has historical value and should be saved. Pictures will also be taken during the re-roof.

Mayor Simmons said that a friend of his who is a construction manager looked at the bid and said it looked good, adding that Hippo Roofing does a good job.

Commissioner Quarrie said that the bids only mention installation - not materials. She wants to make sure that we aren't hit with a charge for materials and would like that to be spelled out in the bid. The Town Manager said he will make sure that materials are included and noted that we have \$15,000 budgeted for this project. Mr. Davis added that the job should take between 7-8 weeks to complete.

Commissioner Walters made a motion to accept the bid from Hippo Roofing in an amount NTE \$9410, subject to clarification that installation includes all materials; Commissioner Quarrie seconded. Motion carried 3-0.

B. Discussion regarding Comprehensive Plan updates – Town Manager Daniels

The Comprehensive Plan updates were discussed at a previous meeting whereupon a timeline was requested. Town Manager Daniels said the Florida Legislature passed new requirements for Comp Plans requiring

jurisdictions to make changes to their Plans every 7 years. We acquired a grant in the amount of \$37,000 which will cover sea level rise and sustainability issues. However, there are other requirements including the evaluation and appraisal report and other requirements that don't have to do with sea level rise and sustainability; that expense has to be covered by the Town and the work will be performed by our Town Planner, Corey O'Gorman from Place Planning. The estimated cost for this additional work that is not covered by the grant, is a NTE amount of \$35,000. Town Manager Daniels said the other grants he has found are the same grant we've already received but he will continue to look for opportunities. According to the Finance Manager, the project will be funded with holdover money from FY2018, thus, the project does not need to be funded from our reserve account. Mayor Simmons said that he didn't see that we have \$35,000 in underruns to which the Town Manager responded that we actually have \$82,000 in underruns; the Mayor asked if the balance of \$47,000 will go in Reserves. The Town Manager said he wasn't sure - the \$47,000 may be used for another project; he will let the Commission know what that project is. To answer a question posed by Commissioner Quarrie, the Town Manager said the \$37,000 grant is a 100% grant.

Commissioner Quarrie made a motion to accept the agreement for the Comprehensive Plan updates, not covered by the grant already authorized, in the NTE amount of \$35,000, paid to Place Planning and funded by underruns from FY18; Commissioner Walters seconded. Motion carried 3-0.

C. Other items

Two handouts were given to the Commission members. One was titled *Draft Guidelines for the Sustainability Action*. This is just a snapshot of where the sustainability project is right now. Kaitlin Reed, the intern tasked with drafting our Sustainability Plan, will be attending our November 7th Workshop at which our Town Engineer will be present.

Another handout showed diagrams of potential options for a toddler playground in Ryckman Park. The cost would be approximately \$35,000. Public Works Supervisor Davis said he is looking into replacing parts for the existing playground but doesn't know yet what kind of effort that would be though he thinks the cost would be around \$30,000. With various options, he feels we would come in around \$100,000. Our current equipment is between 15-17 years old and it would all be either restored or replaced at project completion which Mr. Davis thinks would take about 2 months. He still has many avenues to explore such as sandblasting the equipment and repainting certain parts. Commissioner Walters said he doesn't mind rehabbing the equipment but he doesn't

want this to be a yearly financial and maintenance drain. Public Works Supervisor Davis stated that, if we replaced our current equipment and added the toddler playground, the cost would be almost \$300,000.

After much discussion regarding the playground equipment, the Commission asked the Public Works Supervisor and the Town Manager to come back before the Commission at a later date with options and prices.

The Town Manager reported that he hasn't heard back from Brevard County regarding funding from the State for the fish cleanup due to red tide. The Town has hired 3 temp laborers to come on October 30th to help with clean-up. Waste Pro has donated dumpsters.

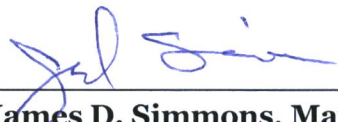
Mr. Daniels said the Andrews Drive project is going well and according to plan. We'll also need to be proactive and reiterate the need to keep plants out of our rights-of-way.

VI. Adjournment

Commissioner Walters made a motion to adjourn; seconded by Commissioner Quarrie. Motion carried 3-0.

Meeting adjourned at 3:28 p.m.

ATTEST:



James D. Simmons, Mayor



Nancy Wilson, City Clerk