



TOWN OF MELBOURNE VILLAGE

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REGULAR COMMISSION MEETING

Minutes to Amended Agenda

Tuesday July 25, 2023

6:30 PM

TMV Town Hall

- I. Call to Order: 6:30 pm
- II. Pledge of Allegiance: led by the Mayor
- III. Roll Call: Commissioners Anderson, Foster, Ingram, Jones and Muzzone, Vice Mayor Calenda and Mayor Ditty were all present.
- IV. Mayor's Report: (at table) Mayor Ditty read her report in full.
- V. Additions/Deletions and Re-ordering: The minutes for the June 9, 2023 meeting were removed from the consent agenda and moved to the August meeting. In section X: New Business item e) Code Enforcement Officer was moved to b) and all other items will shift down one letter.

VI. Correspondence Appearances, Presentations

- a) Beautification Committee – Kathryn Merry was present to answer questions from the commission regarding the proposed plans presented in the packet.

Mayor Ditty didn't have any questions about her plan, they have the money in their budget to cover the project, and the Beautification committee is doing a wonderful job. She did have a question about the painted cardinal fundraiser money being moved over to FY 2024.

Kathryn Merry said this is the first request to move the money from the painted cardinal fundraiser over.

Heather Roberts, Town Clerk said this was discussed by the Finance Committee, and these are restricted funds until utilized and there was no need for a vote.

Mayor Ditty asked if public works equipment would be needed during the project for things like traffic control.

Kathryn Merry said they would need help moving the heavy boulder and other heavy items and public works has offered to help.

Mayor Ditty asked if the RR ties would be too close to the road.

Comm Muzzone said we have already talked to Bill Losee PW Supervisor and the RR ties will be 2ft back from the road so they will not obstruct the road or anyone trying to make a turn.

Kathryn Merry said they decided not to use RR ties because they were too expensive. They will be using pressure treated 4x4s which are cheaper and easier to cut.

Mike Smith said he found some salvaged RR ties by the shed next to the public works building but Kathryn Merry said they would rather use the 4x4s.

VII. Public Forum (3-minute limit each)

Susan Bryant, 683 Acacia, asked which seats on the commission are open for this election?

Vice Mayor Valerie Calenda and Commissioners Gary Ingram, and Norton Muzzone all said their seats are up for election this cycle.

VIII. Department Reports:

A) Public Safety – Sheriff's Department –Lt Gish (at table)

Lt Gish went over the monthly stats for June. We have had reports of unleashed dogs so please keep a watchful eye out.

Comm Anderson asked about the Sheriff's Deputy on duty parking at a dead end and can they be more visible when the park to do their paperwork so they can be seen.

Lt. Gish said we can have them be more visible.

Vice Mayor Calenda asked if we did the MSTU vs the service contract could we still get this report sent to us monthly?

Lt. Gish said we can still do this report for you, but the stats may not be the same because the number of patrols to the area would be different.

Susan Bryant asked about the incident on South Drive.

Lt. Gish said he does not have that information available right now.

Comm Jones said there was a loose dog on Norman Drive.

Mayor Ditty said she spoke with the owner regarding this incident, and it should be handled now.

Lt. Gish said to take photos when you see a loose pet because by the time the deputy gets there the animal may be gone. The photos can help the officer. Loose dogs are an ongoing problem all over.

Mayor Ditty said that the Brevard County leash law was printed in the Cardinal newsletter.

Lt. Gish said anyone with an issue should call as soon as possible and they will get us as soon as they are able.

B) Public Works - Bill Losee, Supervisor (at table)

Mayor Ditty said Bill Losees' Public Works Supervisor's report is in the at table documents.

Comm Ingram asked about the status of septic tank replacement.

Mayor Ditty said we are still waiting for ASAP Septic to hear back from the County as to where the new tank must go.

Vice Mayor Calenda asked about the status of restoring HWCH?

Mayor Ditty said there is no update for HWCH restoration. We are still waiting for the contact information for contractors who do this type of restoration.

Vice Mayor Calenda said she would get with Bill and get this moving forward.

Mayor Ditty stated that Bill Losee Public Works Supervisor has not done anything about getting quotes as far as she knows. We do have the name of a contractor from Christine Kretz and a contact for grant information.

Comm Foster said she has a lot of questions about Bill's report and more questions about information in his prior reports. She provided examples: under Priority Items the under-road culvert just keeps getting repeated with no update, Hazardous tree removal was done so it should be under completed then removed from this list. The septic replacement and wastewater plan are two more examples.

Mayor Ditty asked Heather if this is the same wastewater plan as the clean water plan.

Heather said she thinks it is the one the mayor did the seminar on.

Mayor Ditty said it's finished and should not be on his report at all because he refused to do it by email and said the commission should do it. She said since it was wastewater, it is the public works domain. She has an email that was not very nice, and he said he was willing to advise the commission, so she asked him to do that at the June meeting which he did not. The submission deadline was July 12th, and he took off Monday the 10th and the Mayor submitted it on the 11th.

Comm Foster said on the completed section of Bill's report there are four things that he did not do; the contractor did the tree removal, the Commission did the RFP, the City of Melbourne did the sewer main, and the fire marshal did the inspection. In the In Process section, he provided prices for dump trailers. We did not ask him to just get prices for new trailers, we also asked for quotes to fix the trailer, prices for parts and the value of the trailer we have. We asked where he was working on swales and his report says upcoming Savannah, Hammock, and Ward but not where he has been working. We have asked for the status of his action items to be included in his report and that is not here. We have asked for status on PW work orders but all we have received are open and closed numbers but no status.

Mayor Ditty added that regarding the Hall Road culverts, we decided at the last special meeting to move forward using the ARPA funds to finish and that has been in multiple reports. The hazard tree removal is done. Regarding the dump trailer, she listened to the recording of the June meeting and Bill said he had called Fergusons for a quote to fix the trailer. Comm Muzzone called Fergusons and got a quote from them to fix the trailer for \$3500. It should take about a month because of parts and a new trailer would be between 9k to 11K.

Vice Mayor Calenda asked if the current trailer is too light for work we need to use it for?

Mayor Ditty said no, it just has not been maintained for years and Ferguson said it is worth spending the money to fix the trailer for what we use it for.

Comm Muzzone said it is a high sided trailer and that the suspension is broken.

Mayor Ditty said the trailer has been broken since January. We have a public works plan and in the plan, swales and culvert should have been done from January through May and they have not been worked on them since January because the trailer was broken and could not haul the equipment around. I asked that the trailer be fixed in January, and it was never done.

Commissioner Foster made a **MOTION** to repair the trailer but not to exceed \$4,000 and that we can bypass the Finance Committee and no second quote. Commissioner Jones seconded the **MOTION**. A roll call vote was done and Commissioners Anderson, Foster, Ingram, Jones, Muzzone and Mayor Ditty voted **YES**. Vice Mayor Calenda voted **NO** because we should not bypass the Finance Committee. **MOTION** was passed.

Vice Mayor Calenda said she thinks it should go back to the Finance Committee.

Heather Roberts, the Town Clerk stated that she and the mayor have a conference call with Erin Trauger, Town Engineer Thursday at 10:30 am.

Vice Mayor Calendar said the estimate start for roof repair is 12 weeks out.

Heather Roberts, the Town Clerk spoke with FL Native Roofing and yes, they are 12 weeks out. If something changes and they can move us up they will.

Mayor Ditty said she wasn't sure about the upcoming ditch and swale clearing on Savannah, Hammock, and Ward. She wasn't sure if that was cleaning or mowing because the trailer is broken. She also went over the Work Orders and was also not sure where Bill got his numbers. He needs to provide more clarity on work orders. The Town does not get a lot of work orders and three of them stated that they should have gone to the commission, but the commission never received them.

Both Vice Mayor Calenda and Comm Foster asked which work orders Bill wanted the commission to see.

Mayor Ditty asked Bill to provide the status of the work orders and his monthly report on the Wednesday before he went on vacation, but he did not submit them until close of business on Friday. The items that he wanted sent to the commission were 1) replace the perimeter guideposts and reflectors at Live Oak and Acacia 2) the dead tree in the right of way on West Pine, which has been done 3) the big dip in the road on Flamingo. The work order form is being revised to indicate when a Work Order should be referred. There were three referred to the mayor. There is nothing on the current form or status to show when the work orders are completed.

Sandra Smith said she put in four work orders and never heard from Public Works as to whether they were completed or not.

Mayor Ditty said that at the bottom of the work order is a check box to be notified when a work order is completed. Her work orders have been completed.

Mayor Ditty said that Bill did submit monthly calendar, but it was the same as the draft calendar she sent him with the bottom part deleted.

Comm Foster said it seems like he is deleting things from his work calendar that we have been asking him to do from the beginning.

Dee Anderson said she has not seen anything that is part of his job being done. She asked how long the commission is going to put up with an employee not doing his job?

Mayor Ditty clarified the work orders starting from July 18 and working back. There were three in July, four in June, and seven in May. They were for mowing and weed whacking all town right of ways which were very overgrown, swale build up, culvert blocked by swale buildup, flooding due to drainage block, cleaning the lateral (L5) ditch, no resolution on a resident filling their swale with rock gravel, and an Australian Pine that has fallen. There has been no resolution for those. The last 11 or 13 work orders have all dealt with swales, weed whacking and mowing.

Comm Anderson asked how we should deal with this issue?

Mayor Ditty plans to have a conversation with Bill when he comes in on Monday. She will not make any decisions at this meeting, but there is clearly a problem.

Susan Bryant stated that she sees the Sheriff's Dept more than she sees Public Works.

Comm Jones asked about the dent in the Public Works truck, whether it is new or something that has been there?

Mayor Ditty said it is new. She first saw it on Thursday when she saw Bill leaving the town and noticed a dent in the back bumper and no taillight. We do not know what happened, nothing was reported but we have ordered a replacement taillight and Comm Muzzone has volunteered to fix it.

Comm Jones reminded everyone that the Police car was hit a couple of months ago and no one knows what happened and we had to report it to the insurance company and if we must report another accident, it could increase our policy.

Heather Roberts, Town Clerk, said she thought Bill didn't know what happened to the truck.

Mayor Ditty asked if someone told Bill and Heather said yes but until then he was unaware of the damage.

Comm Foster said it's Bill's responsibility to be aware of his equipment.

Vice Mayor Calenda wondered why, if once he was aware, he still didn't say anything about it?

Heather said he assumed everyone know so he didn't feel he needed to say anything.

Comm Jones read Jeff's resignation letter and it states he left because of medical reasons, and he only gave us one days' notice. Did we know anything was going on?

Mayor Ditty said it was unforeseen family medical issue and she did reach out to Jeff the same day via text. As of today, he has not responded.

Comm Ingram asked if we had started looking for a new Maintenance Tech?

Mayor Ditty said we haven't yet since it just happened Friday, and we have had the budget meetings. We have the approved Job Description and will post shortly.

Ondine Constable asked if Public Works could be contracted out instead of hiring new people.

Mayor Ditty said a contract could be less control and more expensive which would be a budgeting concern.

C) Administration/Treasurer's Report – Heather Roberts, Town Clerk

Heather Roberts, Town Clerk, went over her report. She mentioned there would be Computer Experts training July 26th from 1 pm – 2 pm for staff and commissioners. We may also need to have a Special Commission meeting after the Finance Committee meeting on August 14th and before the Regular Commission meeting August 22nd.

A Special Commission Meeting for final Millage Rate was scheduled for Thursday August 17, 2023, at 6:30 pm. This will be a workshop.

Mayor Ditty said the commission will go over the reasons for budget increases and decreases during the workshop.

Heather Roberts said the town received an email from Transportation asking the commission to sign a letter for them to help them get a \$50 million grant.

Mayor Ditty asked if the commission wanted to sign the letter and the commission agreed to sign it. Mayor Ditty said she would sign the letter tomorrow once it was printed with our information in it.

Mayor Ditty stated that there will be a Seminar on August 10th for the new Form 6 for anyone who would like to attend. This form will be required to be filled out by all commissioners and any quasi-judicial committee members.

Heather also contacted the supervisor of elections office to determine who had submitted their required financial disclosure form for 2022. She will determine who needs to submit the form and contact them if they have not done so.

Ondine Constable asked if Paul Merry was the only one who had to fill it out because he was a member prior to 2022.

Mayor Ditty said they contact the town to get the names of the people who should fill out the forms.

D) Building Department – Chanda Kelley, Deputy Clerk

Heather went over the building report.

IX. Consent Agenda

- E) No Audience input regarding Consent Agenda
- F) No items removed from the Consent Agenda by the Commission
- G) Recommended Actions:
 - 1) Approval of Minutes: For Filing
 - (a) Special Commission Meeting – June 9, 2023 (at table)
 - (b) Charter Review Committee – May 31, 2023
 - (c) Finance Committee – June 19, 2023
 - (d) Special Finance Committee – July 10, 2023
 - (d) Town Review Board – March 30, 2023, Amended
 - (f) Town Review Board – June 1, 2023
 - (g) Beautification Committee – May 16, 2023
 - (h) Beautification Committee – July 18, 2023
 - 2) Acceptance of Financial Statements – June 2023
 - 3) Approval of Reports: *FOR FILING ONLY*

(a) Department Reports: Public Safety, Public Works, Administration/Treasurer's Report, Building Department.

Vice Mayor Calenda made a **MOTION** to accept the consent agenda as presented with the deletion of the Special Commission minutes from June 9, 2023, and the correction to the Finance Committee minutes from June 19, 2023. Commissioner Foster seconded the **MOTION**. All were in favor. **MOTION** was passed.

X. New Business:

a) Contract for a new Building Inspector

Mayor Ditty said if we use the company, CAP Government, we can piggyback on Palm Bay's contract with the same pricing, insurance, and liability. The contract is good through March of 2024.

Heather said it was \$405 per day minimum with Universal. CAP only charges for the time they work. There is no minimum charge.

Mayor Ditty said they were very nice people and very helpful.

Vice Mayor Calenda said this is an interim solution.

Heather said they came in today to check on us and make sure we didn't need anything.

Mayor Ditty said they are computerized which might help the town.

Heather said they have all their permitting online which would make us compliant with State requirements. The electronic services are free of charge.

Vice Mayor Calendar made a **MOTION** to sign the contract with CAP Government for our inspection services and that we would revisit this in March of 2024 when the contract was up. Commissioner Foster seconded the **MOTION**. A roll call vote was made, and all were in favor. **MOTION** was passed.

b) Code Enforcement Officer (changed from E to B)

The CEO job position was posted on the town website. We received one reply. CAP Government offers CEO services but their CEO is not FACE certified. Their cost would be \$80/hr. For the town position, we did hire in-house, we are offering \$25/hr and 2 to 4 hrs/week which would be a range from \$2600 to \$5200.

The mayor contacted the CEO applicant and she is FACE certified and still interested in the job. She had a good recommendation from our attorney who worked with her in West Melbourne. She just started a new job working for the County of Brevard.

Vice Mayor Calenda said since she already performed this job for West Melbourne and now works for the county, she has the experience we need.

Mayor Ditty and Heather will interview the candidate and then will advise the commission. The commission agreed to this approach. Heather will email the resume to the commissioners first thing in the morning.

c) Election Referendum

Mayor Ditty would like the commissioner's impression regarding a referendum for MSTU vs. Service Contract this year. There have been many workshops and word of mouth has been going around. Should we do it this year? Are the residents ready?

Vice Mayor Calenda said not very many people have attended the Law Enforcement Workshops and it's always the same people. It doesn't make sense to put it off for another year.

Comm Foster asked if the BCSO contract was auto renewed? Also, since there are only 3 commission seats open this year, if only 3 people run, there would be no need for an election.

Heather said the paperwork for referendum must be submitted by August 21st

Mayor Ditty asked the commission what they thought.

Comm Muzzone said he agrees with Vice Mayor Calenda's statement. We have done everything to make residents aware and educated and most people he has talked to are in favor of the contract.

Comm Jones said we should wait a year if the residents are unsure. We should wait for a bigger turnout.

Comm Ingram said we are still in the Honeymoon phase and we need more time see how the BCSO supports the town. It will not hurt to wait. If there are no commission seats being contested, the town could save \$5000 by waiting a year.

Comm Foster agrees with Comm Ingram. She felt it would be good to see the effect of a full year without the Melbourne Village Police on the budget.

Comm Anderson we should see how the next year goes and wait for the next election. He thinks most people are happy and we should wait a year since we have allocated the money in the budget.

Vice Mayor Calenda said we don't know yet if we will save money because we don't know if we will have an election or not.

Christine Krentz said it's still the same people at the meetings so we can make our case with the residents who don't come to the meetings.

Ondine Constable said she has tried to get three of her neighbors to come to the workshops but they said they have other plans. People still think we will rehire for the TMV police. She thinks we need another year.

Sandra Smith said she still thought it was a choice between the TMV Police Department or the Sheriff's Dept. People are waiting for their tax bill to see the drop and when they see the tax bill, they will become more interested.

Teri Eno said she was sorry she missed the workshop. We need to hold more meetings to have the Town's position information given out. Are we hearing negative complaints?

Ondine Constable asked about a Hybrid contract.

Mayor Ditty said there is no hybrid contract option. MSTU will reduce tax.

Comm Jones said we have a reserve in our budget. We have a lot of things that need to be fixed. Lt. Gish is receptive to our suggestions.

Vice Mayor Calenda said we need to think of other ways to get these ideas out there to the residents who don't come to the meetings.

Mayor Ditty said she agrees with the Vice Mayor.

Vice Mayor Calenda said we can use a Potluck and Founder's Days as examples for spreading information.

Comm Jones said the presentation from the July 22nd workshop is on the website.

Sandra Smith asked how much longer we are going to hold on to the police cars? If we get rid of the cars, people will see that we are not able to have a police force.

Mayor Ditty said we can't afford a new police force because within 5-7 years we would use up our reserve. We have had good results with decoy cars. We are not going to sell the cars. I think we all agree to put off the referendum for a year.

Comm Jones said we should make the residents aware that the decision was made.

Comm Ingram said we made the decision by default.

Heather Roberts clarified that she thought we would use up our reserves within two years.

Vice Mayor Calenda made a **MOTION** that the Commission acknowledges that we cannot afford to reinstate the Town of Melbourne Village Police Department. Commissioner Jones seconded the **MOTION**. All were in favor. **MOTION** was passed.

Ray Bowin asked if the contract will automatically renew?

Mayor Ditty said yes with a 4% increase.

d) Roof Contract

The town has signed a contract with Florida Native Roofing.

Comm Foster Comm Foster read the following:

Regarding Roof Quotes:

These are the facts as I understand them have gone back through the previous meeting packet and minutes:

The commission requested shingle and metal roof quotes eight months ago in December. No RFP was prepared nor sent.

Bill provided shingle-only quotes three months later in February. The commission again requested metal roof quotes. Still no RFP was prepared nor sent.

On March 2, Bill received a quote from Advanced Roofing Technologies (ART), presumably the result

of a conversation since there was still no RFP prepared nor sent.

Mayor Ditty ultimately prepared the roof RFP and sent it out to 20 roofing companies on May 14, directing all proposals be sent to Bill.

At our regular commission meeting in June, after waiting seven months for metal roof quotes, Bill could only produce one quote, though we had received a second quote on May 23rd as reflected on the FL Native Roofing (FNR) proposal in response to the Mayor's RFP. The commission decided to set a special meeting for July 13th specifically to discuss roof quotes. Bill was aware of and had been expected to participate in that meeting.

On July 6, two quotes were provided in our emailed packet for the upcoming special meeting: the one we've had in our possession for four months since before the mayor sent an RFP, and the one we received in response to the RFP. Though A.R.T.'s quote lacked some information that was later requested via RFP, it was a considerably lower quote.

On July 10, three days prior to the special commission meeting, Commissioner Jones emailed Bill some very clear guidance on the information the commission would need in order to make a decision. Bill made no attempt to attain this information which would only take a phone call, although his reason for not using RFPs is that he doesn't believe in them and believes in having conversations and building relationships.

Bill did not follow through with attempting to clarify the A.R.T. contract terms prior to the special commission meeting, so... lacking the required information and noting the need for expediency, the commission voted in favor of the higher proposal since it had complete information per the RFP.

When I returned from my vacation, I saw the two roofing proposals, I read Commissioner Jones' email to Bill, and learned of the commission's decision to hire the more costly roofing company. This prompted me to make a four-minute phone call after which I had an updated, complete proposal per our RFP from A.R.T. in my email 12 minutes later. Bill could have done the same at any time but failed to do so.

His refusal to comply with direction given by the commission has cost the town \$13,500 if we continue forward with F.N.R. This is a significant amount of money to our town's budget. It's more than the cost of a new dump trailer and it's more than the 4% price increase of our BCSO Service Contract. Going over the budget at last night's meeting, there were many things this money could have been spent on or saved for.

A.R.T.'s cost has now increased to \$1,225, which is money we could have saved had we signed this contract two months ago when the second proposal came in. However, it's not too late to still save the town \$12,275.

If we change direction and go with A.R.T., our reputation with F.N.R. may be affected, but these new roofs will have a 25-year warranty with a life expectancy of 40-70 years, so if it were my own personal budget, I'd feel comfortable and willing to accept that in order to save this much money.

I emailed John Cary, our town attorney, for advice on the proper way to proceed. Per his guidance, I am asking the commissioners who voted in favor of hiring F.N.R. to make a motion to reconsider so

we can discuss it further and re-vote. Commissioner Jones, Vice Mayor Calenda, and I cannot make that motion nor second it since we either weren't here or didn't vote with the prevailing side.

Mayor Ditty said we have a signed contract and have permits ready to go. They are a well-known and respected company. Although we did get another quote that would save us \$13,000, she felt changing contractors now would damage the Town's reputation and there would be ramifications. Her recommendation is to not rescind the Florida Native Roofing contract. She understand the loss of funds, but that opportunity was taken from us.

Vice Mayor Calenda asked if there was a signed contract with Florida Native Roofing.

Heather said we signed with them within two days after meeting. Bill was told to move forward so he got the contract signed.

Comm Ingram asked if there was a cancellation clause.

Mayor Ditty said we need to read the contract to see if we have a cancellation clause.

Vice Mayor Calenda asked what the consequences would be if we cancelled the contract.

Mayor Ditty has not viewed the contract and didn't know if there was a cancellation clause.

Heather said in her experience they have the legal right to come back at us if we cancel the contract.

Mayor Ditty said we must see if there is a cancellation clause. It comes down to intangibles as well. Florida Native Roofing is a major company in this area and they do a lot of work in the Village. I know we did not have the other full quote and that was a discussion in our last meeting when we made this decision.

Comm Muzzone didn't want to rescind the contract based on the fault of a town employee. We signed a contract even though we are losing a lot of money. He did not want to make a motion.

Comm Jones said \$13,000 dollars is a lot of money and we said we couldn't wait two days to make a phone call which is why he voted no. He felt we should go to Florida Native Roofing and talk to them about options. Discuss our situation.

Comm Ingram said we need to look and see if there is a cancellation clause and see the ramification of cancelling.

Mayor Ditty asked if we should make a motion? Would one of the commissioners take on looking at the contract and calling Florida Native Roofing and seeing about our options.

Vice Mayor Calenda said it's wrong to break a contract, it's not their fault that we have issues.

Comm Anderson said he does not like breaking a contract.

Comm Foster withdrew her objection upon learning that the contract with Florida Native Roofing was already signed. She also stated that she wants it known that this was Bill's fault.

Mayor Ditty stated that we are going with no motion and no action, and we are going to honor the contract with Florida Native Roofing.

e) Public Work, Resignation Maintenance Tech

Mayor Ditty said we need to post a job advertisement for a Maintenance Technician, but she wants to wait until things are settled with the Public Works Supervisor.

Christine Krentz asked who is going to do the mowing?

Mayor Ditty said Comm Anderson is handling the HWCH and Peter Frontiero, Jonathan Cronkhite and Mike Smith have volunteered to mow swales and town right of way. We will do what we need to do.

Vice Mayor Calenda asked about the packet Comm Foster put together because it took so long. We are not going to get a new roof until after Hurricane season which is a concern.

Mayor Ditty asked Bill for RFPs because we can't have handshake agreements. We can't just give business to our favorites. It was a significant lesson for the town.

Comm Anderson added that we are taking up a collection for the purchase of flags that we put up for the Holidays.

XI. Commission & Verbal Committee Reports –

A) SCLOC Dinner July 10, 2023 – Hosted by Indian Harbor Beach – Summary by Commissioner Foster
Comm Foster read her summary of the dinner.

B) SCLOC upcoming Dinner – August 14, 2023, Hosted by Cocoa Beach.

XII. Action Item Review

Mayor Ditty went over the Action Items line by line.

Mayor Ditty asked about a renter for HWCH using a smoker outside the facility. Is it OK?

The Commission said if they have a fire extinguisher and use it between HWCH and the Public works building on the gravel.

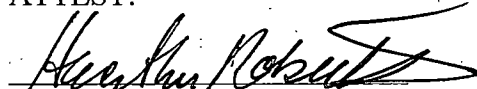
XIII. Unfinished Business: none

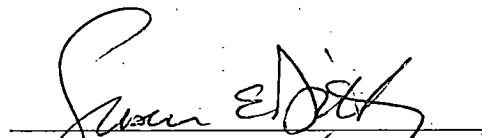
XIV. Approval for Payment - none

XV. Adjournment: 9:28 pm

If an individual decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, a record and transcript of the proceedings will be required and the individual will need to ensure that a verbatim record and transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based and will be acceptable in a court of law (FS286.0105). Such person must provide a method for recording and transcribing the proceedings verbatim as the Town does not provide such a record or transcript. In accordance with the Americans Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, within a reasonable time prior to the meeting contact the Office of the Town Clerk (321) 723-8300.

ATTEST:


Heather Roberts, Town Clerk


Susan Ditty, Mayor