



TOWN OF MELBOURNE VILLAGE

555 Hammock Road • Melbourne Village • Brevard County • Florida 32904-2513

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Special Commission Meeting

MINUTES

Wednesday April 10, 2024

6:30 PM, Town Hall

- I. Call to Order: 6:30 pm
- II. Pledge of Allegiance: Led by Mayor Ditty
- III. Roll Call: present were Commissioners Anderson, Calenda, Muzzone, Perrine, Yorio, Vice Mayor Foster and Mayor Ditty.
- IV. New Business
 - a) Playground Presentation – Gretchen Tuten presented

Vice Mayor Foster stated we need to focus on option packages that include children from 2 to 12 years, due to younger children.

There was a lot of discussion with recommendation of RFP, Commissioner Muzzone said he would write up the RFP.

Heather Roberts, Town Clerk will bring to the Finance Committee with the anticipation that the cost shouldn't exceed \$60,000. She will also check the Towns insurance policy and how the \$25,000 additional liability insurance coverage limit will be affected with the overall project. Does the threshold include installation as well as the package purchased regarding the coverage limit or just the package purchased.
 - b) Six Month Budget review – Heather Roberts, town clerk presented in projected Excel format; see attached recommended adjustments.

Commissioner Calenda made a **MOTION** to accept the updates to FYE 2024 budget, as noted. Vice Mayor Foster seconded the **MOTION**. Roll call was taken. All the commission were in favor. **MOTION** was passed.
 - c) HWCH - additional work

Updates on current work – the replacement siding project is complete. The Town was credited \$1,600 for insulation that was not needed and then charged for extra materials to replace rotten wood at a cost \$1,000, with a net savings of \$600.

Due to the extra savings and the condition of the soffit the Mayor agreed to accept a change order with BSS Exteriors to replace the wood soffit with vinyl soffit for a charge of \$1,680. The Town Clerk signed the change order and will confirm the installation date.

Painting update- the exterior siding needs to be caulked and painted, in addition the windows need to be sanded, primed, painted, and in some areas reglazed. The work is a bit more than volunteers can take on so the Town Clerk will write up a RFP to send out so we can obtain additional quotes and have a set detailed request of the service that is expected.

Vice Mayor Foster suggested future Commission meetings to be held at Hester Wagner Community House, however, was not yet approved.

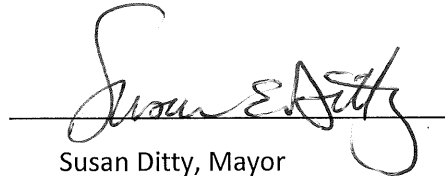
V. Adjourn: 8:23 pm

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

	October 1 to March 31, 2024	FY2024 Budget	Delta	Progress % to Budget	Proposed Budget Change	Revised Budget	Notes
46 EXPENSES							
47 General Government							
49 512-45-10 Liability insurance	25,551	50,402	24,851	50.69	(20,000)	30,402	Reduced due to PS no longer included
57 512-49-12 Professional Services	6,572	6,588	16	99.76	5,000	11,588	Increased due to \$3,240 still left on the contract
59 Contingencies	-	100,276	100,276	0.00	2,500	102,776	Net change in adjusted line items
60 Total General Government	44,127	203,466	159,339	21.69	(12,500)	190,966	
61 Administration							
62							
67 512-23-01 Group Insurance - Admin	13,374	19,964	6,590	66.99	12,500	32,464	Increased due to \$12,306 still left for the year
82 Total Administration	119,569	224,272	104,703	53.31	12,500	236,772	