

**REMINDER TO ALL COMMISSIONERS – PICTURES WILL BE TAKEN AFTER THE  
SWEARING IN – PLEASE DRESS ACCORDINGLY)**

**TOWN OF MELBOURNE VILLAGE  
AGENDA**

**Regular Commission Meeting**

**Tuesday December 19, 2017**

**7:00 PM - Town Office**

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Mayor's Report – (Given Verbally at Table)
  - 1) Annual Raise for Town Clerk Gail Griswold
  - 2) Set date & Budget (\$2000) for Founders.' Day 2018 – 61<sup>st</sup> Ann. (Suggested April 21 & 22)
- V. Oath of Office for Commissioners Gerda Murphy, Valerie Calenda and Sommer Lourcey  
(*Break for Pictures*)
- VI. Additions/Deletions and Re-ordering
- VII. Business Tax Receipt Applications/Appearances/Presentations – None
- VIII. Public Forum
- IX. Correspondence – None
- X. Commission & Verbal Committee Reports
- XI. Review of Previously Assigned Action Items – (At Table)
- XII. Department Reports
  - A) Police Department – Chief Jack King
  - B) Public Works – Town Supt. George Tompkins
  - C) Administration – Town Clerk, Gail Griswold
    - 1) Reminder Office Open House 29 Dec 2017 - 12-2:30 pm
  - D) Treasurers' Report – Treasurer, Gail Griswold
  - E) Building Department – Deputy Town Clerk Amber Boerner
- XIII. Consent Agenda

(All items appearing on the CONSENT AGENDA are listed as recommended actions and are considered to be routine and will be acted upon in one motion. SPECIFIC ITEMS may be removed for separate consideration, any Item so removed will be considered under new business).

  - A) Opportunity for Audience input regarding Consent Agenda
  - B) Opportunity for Commission to Remove Items from Consent Agenda
  - C) Recommended Actions:
    - 1) Approval of Minutes: For Filing
      - (a) Regular Commission Meeting – November 28, 2017 (At Table)
      - (b) Special Commission Works Shop (Drainage) – December 5, 2017 (At Table)
    - 2) Acceptance of Financial Statements –NOVEMBER - SUBJECT TO AUDIT
    - 3) Approval of Reports: FOR FILING ONLY
      - (a) Department Reports: Public Works, Police Department, Building Department
      - (b) Finance Committee – December 18, 2017 (At Table))  
*No Meetings this month* – Town Beautification Committee, Planning and Zoning, Town Review Board, Neighboring Relations Committee, Permit & Inspection Committee, Hester Wagner Comm. House Workshop
    - 4) Appointments & Resignations – None
    - 5) Proclamations/Resolutions – None

XIV. Unfinished Business – None

XV. New Business – None

XVI. Review of Newly Assigned Action Items

XVII. Approval for Payment –

- 1) Florida Municipal Insurance Trust (FMIT) – 2d Installment 17/17 Fund Year – 13,870.50  
Municipal Code Corporation (MCCi) – Laserfiche Support Renewal - \$2,264.25

XVIII. Adjournment

*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.*