



TOWN OF MELBOURNE VILLAGE

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

Telephone: (321) 723-8300 • Fax (321) 984-7219

Email: townclerk@melbournevillage.org

REGULAR COMMISSION MEETING

Agenda

Tuesday June 24, 2025

6:30 PM

AHF Hall

- I. Call to Order:
- II. Pledge of Allegiance:
- III. Roll Call:
- IV. Mayor's Report:
- V. Additions/Deletions and Re-ordering:
- VI. Correspondence, Appearances, Presentations:
 - A) AHF Correspondence for approval to use Hall July 12, 2025, for BCSO Safety Presentation
- VII. Public Forum (3-minute limit each)
- VIII. Department Reports
 - A) Public Safety – Sheriff's Department Lt Castiello
 - B) Public Works– Jeff Conklin, Public Works Supervisor
 - C) Administration – Heather Roberts, Town Clerk (at table)
 - D) Building Department – Heather Roberts, Town Clerk
 - E) Treasurer – Heather Roberts, Town Clerk
 - F) Stormwater Grant– Heather Roberts, Town Clerk (at table)
- IX. 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 – May 27, 2025
 - (b) Workshop: Job Descriptions – May 19, 2025 (at table)
 - (c) Special Commission Meeting – June 5, 2025 (at table)
 - (d) Finance Committee Meeting – May 20, 2025
 - (e) Town Review Board Workshop – May 6, 2024
 - (f) Town Review Board Meeting – May 9, 2025
 - (g) Beautification Committee Meeting – June 17, 2025

- 2) Acceptance of Financial Statements – May and June will be in next month's packet
- 3) Approval of Reports: *FOR FILING ONLY*
 - (a) Department Reports: Public Safety, Public Works, Administration, Building Department, Treasurer, Stormwater Grant
- 4) Appointments & Resignations:
 - (a) Resignation of Marissa Levine, Office Admin
 - (b) Appointment of Laura Parkel to the Beautification Committee
- 5) Proclamations/Resolution:
- X. New Business:
 - A) Town Cell Phones for Commissioners and Staff
 - B) July 16th Ethics Course
- XI. Unfinished Business
- XII. Commission & Verbal Committee Reports:
 - A) SCLOC Dinner- June 9, 2025, Hosted by the Cities of West Melbourne & Melbourne Village
 - B) SCLOC Dinner – July14, 2025, Hosted by the City of Indian Harbour Beach
- XIII. Action Item Review:
- XIV. 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.