



# 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](mailto:townclerk@melbournevillage.org)

## REGULAR COMMISSION MEETING

### Agenda

Tuesday November 26, 2024

6:30 PM

AHF Hall

- I. Call to Order:
- II. Pledge of Allegiance:
- III. Roll Call:
- IV. Mayor's Report: (at table)
- V. Additions/Deletions and Re-ordering:
- VI. Correspondence, Appearances, Presentations:
  - A) Oath of Office – Mayor Ditty, Commissioners Foster, Anderson, Calenda & Perrine
  - B) Determine Commissioner for One Year Term
  - C) Election of Vice Mayor
  - D) Text from Debbie Jorgenson
- 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: none
  - C) Code Enforcement – Camille Moore, Code Enforcement Official  
Bocko Letter
  - D) Administration/Treasurer's Report – Heather Roberts, Town Clerk (at table)
  - E) Building Department – Heather Roberts, Town Clerk (in Finance Packet)
  - F) ARPA Report – Heather Roberts, Town Clerk (in Finance Packet)
- 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 – October 22, 2024 (at table)
      - (b) Finance Committee Meeting – August 20, 2024
      - (c) Finance Committee Meeting – September 17, 2024
      - (d) Town Review Board Meeting – September 20, 2024
      - (e) Beautification Committee Meeting – November 19, 2024

- 2) Acceptance of Financial Statements – September and October
- 3) Approval of Reports: *FOR FILING ONLY*
  - (a) Department Reports: Public Safety, Public Works, Code Enforcement, Administration/Treasurer's Report, Building Department
- 4) Appointments & Resignations: Resignation of Ondine Constable from Town Review Board and appointment of Gary Ingram as an Alternate on Finance
- 5) Proclamations/Resolution:
- X. New Business:
  - A) Atlantic Bid – Culverts (at table)
  - B) Ordinance updates
  - C) Employee Incentive Pay
  - D) John Cary Retro Pay Increase
  - E) Greg Tunstall 90 Day Review
  - F) Reschedule December Commission meeting from the 24<sup>th</sup> to the 17<sup>th</sup>
- XI. Unfinished Business
  - A) New Charter passed with 80% of vote (387 yes/100 no)
  - B) Resolution 2024-03
- XII. Commission & Verbal Committee Reports:
  - A) SCLOC Dinner- November 11, 2024, Hosted by the City of Titusville
  - B) SCLOC Holiday Dinner – December 9, 2024, Hosted by the City of Cocoa
  - C) Summary of SCLOC Dinner from October 14, 2024
- 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.*