

MAYOR  
Hal J. Rose

DEPUTY MAYOR  
John Dittmore

COUNCIL MEMBERS  
Daniel Batchelder  
Pat Bentley  
Adam Gaffney  
Barbara A. Smith  
Andrea Young



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For full agenda packet,  
click this box

## CITY COUNCIL REGULAR MEETING

### AGENDA

August 11, 2020, at 6:30 p.m.  
City Council Chambers  
and via Communications Media Technology\*

\*See notice regarding communications media technology and public participation  
on page 5 of the Agenda.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENT MEDITATION**
3. **ROLL CALL**
4. **PRESENTATIONS/PROCLAMATIONS/INTRODUCTIONS**
  - A. Introduction of New Employee

Finance Director Margi Starkey and Information Technology Director Tom Bradford will introduce Administrative Assistant Isabel Maizel, who started with the City on July 27, 2020.

## **5. PUBLIC HEARING**

### **A. Community Development Block Grant Small Cities FFY 2019 Grant Application**

Recommendation:

- 1) Receive a presentation on the proposed Florida Small Cities Community Development Block Grant application from Scott Modesitt of Summit Professional Services, Inc.
- 2) Open the public hearing and consider public input on the proposed grant application.
- 3) After consideration of public input at the noticed public hearing, adopt Resolution No. 2020-16 authorizing the submittal of a neighborhood revitalization category Community Development Block Grant application in the amount of \$750,000 for installing water system improvements in the Melbourne Estates neighborhood.
- 4) After consideration of public input at the noticed public hearing, adopt Resolution No. 2020-17 approving a minimum local match of \$50,000 for the proposed grant-funded project.

## **6. PUBLIC FORUM**

Comments will be limited to three (3) minutes per person. Public Forum will be limited to thirty (30) minutes.

## **7. CONSENT AGENDA**

- A. Approve the Special City Council meeting minutes for Thursday, July 16, 2020.
- B. Approve the Regular City Council meeting minutes for Tuesday, July 21, 2020
- C. Receive the Third Quarter FY2019-2020 Budget Status Report.
- D. Approve Resolution No. 2020-15 amending the 2020 City Council meeting schedule to hold the first budget hearing on Wednesday, September 9, 2020.

- E. Receive and file the fiscal year 2020-2021 administrative expense budget for the West Melbourne Police Officers' Retirement Plan.

## 8. ACTION AGENDA

- A. City Financial Audit

Recommendation:

- 1) Approve a one-year extension of the current agreement for independent auditing services for the fiscal year ending September 30, 2020 and authorize the City Manager to sign the engagement letter; and
- 2) Approve members of the Audit Selection Committee to convene next Spring.

- B. Police Pension Plan Amendments

Recommendation: Approve the first reading of Ordinance No. 2020-06 amending the Police Officers' Pension Plan to allow for collective trust investments and updating the Internal Revenue Code compliance section to recognize recent changes to the required minimum distribution age from 70½ to 72, and authorize the City Clerk to advertise the ordinance for public hearing and adoption after acknowledgement of the proposed ordinance is received from the State Division of Retirement.

- C. Pre-Purchase Authorization for FY2020-2021 Scheduled Police Vehicle Replacements

Recommendation: Authorize the purchase of nine (9) Ford Interceptor SUV pursuit rated vehicles and authorize expenditures to outfit the vehicles with necessary equipment.

- D. Coastal Lane to Columbia Lane Force Main Project

Recommendation: Award the bid for the Coastal Lane to Columbia Lane Force Main Project to Young's Communications, LLC., in the amount of \$352,250 and authorize the City Manager to execute a contract.

**9. CITY COUNCIL REPORTS**

Council Member Daniel Batcheldor  
Council Member Adam Gaffney  
Deputy Mayor John Dittmore  
Council Member Pat Bentley  
Council Member Andrea Young  
Council Member Barbara Smith  
Mayor Hal Rose

**10. ADJOURNMENT – TIME CERTAIN NOT LATER THAN 10:30 P.M.**

NOTICE REGARDING COMMUNICATIONS MEDIA TECHNOLOGY  
AND PUBLIC PARTICIPATION

NOTICE IS HEREBY GIVEN that the West Melbourne City Council will hold a regular meeting at 6:30 p.m., on Tuesday, August 11, 2020, to which all persons are invited. The meeting will be conducted in City Council Chambers at the Veterans Memorial Complex, 2285 Minton Road, West Melbourne, Florida 32904, and by means of communications media technology. The meeting will be broadcast live and on demand for members of the public to view on the City's YouTube channel, which may be reached via links on the City's website ([www.westmelbourne.org](http://www.westmelbourne.org)), or by entering the following address in your web browser: [https://www.youtube.com/channel/UC0rw9-ZqduSTcs6uBNU7\\_ag](https://www.youtube.com/channel/UC0rw9-ZqduSTcs6uBNU7_ag). Notes on viewing the live stream may be found on the page immediately following this notice.

PLEASE NOTE: Pursuant to Governor DeSantis' Executive Order Number 20-69, issued on March 20, 2020, and section 120.54, Florida Statutes, local government bodies may utilize communications media technology, such as telephonic and video conferencing, for local government body meetings. In order to accommodate as many members of the public as possible, and in keeping with Centers for Disease Control social distancing guidelines, some members of the City Council will participate in the meeting via communications media technology.

Pursuant to the United States Center for Disease Control social distancing guidelines, the City Council Chambers will be set up to insure six feet of physical separation between participants. Additional people will be accommodated respecting social distances in an adjacent overflow room in which the meeting will be broadcast live. Should members of the public seated in the overflow room wish to be heard, they will be invited into the City Council Chambers for the purpose of speaking at the appropriate time.

Anyone who wishes to provide public input without personally appearing at the meeting may do so by sending an email to [citycouncil@westmelbourne.org](mailto:citycouncil@westmelbourne.org). All emails must be received prior to 4:00 p.m. on Tuesday, August 11, 2020. All emails will be provided to the Mayor and each of the City Council Members. Should you wish to have your comment read aloud by City staff at the meeting, please indicate that in your email. The reading of public comments received by email will be limited to three (3) minutes.

You may also request to appear at the meeting by telephone. To do so, please contact the City Clerk, Cynthia Hanscom, at [chanscom@westmelbourne.org](mailto:chanscom@westmelbourne.org) or by telephone at (321) 837-7774. All requests to appear telephonically must be received prior to 4:00 p.m. on Tuesday, August 11, 2020. Provide your name, address, and a telephone number at which you may be reached during the meeting. You must indicate the specific agenda item on which you wish to be heard (for example, Item 11. Public Forum, if you wish to make a general public comment). You will be called at the number you provide during the public comment portion of the item on which you wish to speak. We will make only one attempt to call you. You are responsible for insuring that your telephone line is open, and that you answer the call when it is made. For best results, please follow the live broadcast of the meeting on the City's YouTube channel.

All persons and parties are hereby advised that if they should decide to appeal any decision made by the City with respect to any matter considered at the public meeting or hearing described in this notice, they will need a record of the proceedings, and for such purpose, said person or party may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (Chapter 286, Florida Statutes). In compliance with the American with Disabilities Act (ADA), anyone who needs a special accommodation for this meeting should contact the City's ADA coordinator at 837-7774 at least 48 hours in advance of this meeting.

The live stream will be located in the first position, but will not appear until streaming has begun. The **Live Now** indicator helps to identify which item to select.

### Please Note

Creating a YouTube account and signing in is optional, but is not required.

The screenshot displays the YouTube channel page for the City of West Melbourne. At the top, the YouTube logo and search bar are visible. The channel name 'City of West Melbourne' is prominently displayed, along with a 'Subscribe' button showing 17 subscribers. Below this, the 'Uploads' section features four video thumbnails. The first thumbnail, titled 'City Council Meeting Live Stream', includes a red 'LIVE NOW' badge. The other three thumbnails represent past regular city council meetings from February 21, 2017, February 7, 2017, and January 17, 2017, each with view counts and streaming dates. A blue arrow originates from the text on the left and points directly to the 'LIVE NOW' indicator on the first video thumbnail.