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## BUSINESS ADVISORY BOARD

### MINUTES

April 27, 2020

**Call to Order.** Chair Ramses Rodriguez called the meeting to order at 6:35 p.m.

#### **Roll Call:**

Attending remotely: Chair Ramses Rodriguez, and Board Members Blaine Barton, Rusty Melle, Allen Jean, Matt Brothers, and Brian Degonzague.

Attending in person: Vice Chair Richard Naber.

Also in attendance: Council Member Andrea Young, City Manager Scott Morgan, and City Clerk Cynthia Hanscom.

**Adoption of Minutes.** The Board is asked to approve the minutes from the February 24, 2020, meeting.

*Board Member Barton moved to approve the minutes from February 24, 2020. Board Member Brothers seconded the motion, which passed 7-0.*

**Pilot Program for Food Trucks.** City Clerk Hanscom updated the Board that the Food Truck Ordinance had been delayed and was expected to go before Council for first reading on June 16, 2020.

**Alcohol in West Melbourne Community Park.** City Clerk Hanscom updated the Board that this had gone to the Parks & Recreation Advisory Board on March 11 for consideration and recommendation to City Council. Following discussion, the Board elected to not allow for alcohol events in the park. No recommendation was made.

**Potential Assistance to Small Businesses Emerging from COVID-19 Pandemic.** City Manager Morgan explained they were proposing to assist small business impacted by the COVID-19 pandemic in the following three ways:

1. waive and reduce certain building plan check and permit fees for business repairs and remodeling from May 6, 2020 through September 30, 2020;
2. waive fire inspection fees for fire inspections of all existing businesses from May 6, 2020 through September 30, 2020; and
3. an extension, at no fee, of currently held business tax receipts of certain small businesses from their current expiration date of September 30, 2020 to September 30, 2021.

Board Member Barton asked the financial impact to the City. City Manager Morgan stated that it was hard to project because many small businesses may never reopen. In aggregate, it appeared to be about \$100,000 in local revenues. He noted that it may appear to be a significant amount, but he felt comfortable recommending the modest change in response to Council's willingness to help small businesses.

Board Member Jean asked the threshold that would be used to determine a small business. City Manager Morgan stated that an employee count of 9 would be considered as a small business while 10 or more would be a large business. Therefore, a local pizzeria may apply but a national chain would have more employees. It was noted that all restaurants would be suffering financially during this time.

Board Member Melle asked about the process. City Manager Morgan explained the system would not change but rather the bills for existing business tax receipts would be extended so that businesses would not be billed a fee.

Board Member Degonzague asked if there would be budget cuts to cover the losses. City Manager Morgan explained there would be no budget cuts. He stated that assuming the Council keeps the same millage rate, they expected a 7.5 % increase in revenues. He stated that it would be more difficult to predict the impacts next year.

Board Member Melle asked the status of building permits. City Manager Morgan stated that there was still a healthy volume and the Planning Department was receiving applications. Business was being conducted with the building being closed by providing drop-off and pick-up containers outside of the building. He noted that of the City's 134 employees, 101 employees were actively working.

*Board Member Brothers moved to recommend to City Council that action be taken to provide assistance to small businesses in West Melbourne. Vice Chair Naber seconded the motion, which passed 7-0.*

**Public Comments.** There were no comments from the public.

**Adjournment.** There being no further business, the meeting adjourned at 7:01 p.m.