



CITY OF MELBOURNE, FLORIDA

AUTHORITY, BOARDS AND COMMITTEES ROSTER

***PREPARED BY***

***Office of City Clerk***

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\*ADMINISTRATIVE REVIEW COMMITTEE

CODE COMPLIANCE DIRECTOR

Steve Innes

Office: 608-7915  
E-mail: Steve.Innes@mlbfl.org

CITY ENGINEER

Jenni Lamb

Office: 608-7300  
E-mail: Jenni.Lamb@mlbfl.org

COMMUNITY DEVELOPMENT DIRECTOR

Cindy Dittmer, Chairman

Office: 608-7500  
E-mail: Cindy.Dittmer@mlbfl.org

RECORDING SECRETARY

Mary Wolak

Office: 608-7500  
E-mail: Mary.Wolak@mlbfl.org

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The committee was established by Ordinance No. 99-13 and is empowered to grant a waiver of setbacks, lot area, and lot size requirements in any zoning district. The committee shall be comprised of the Code Compliance Director, City Engineer, and the Community Development Director, or their City staff designees. A decision of the committee must be unanimous.

Waivers shall apply to only those items outlined in Appendix B, Article IX, Section 8, City Code, and shall not exceed 10% of the required minimum setback in the specific zoning classification. The waiver shall not, in the opinion of the committee, have an adverse affect on the neighborhood or general welfare of the area. Denial of a request for an administrative waiver shall not preclude an applicant from requesting a variance from the Board of Adjustment under the provisions of Appendix B, Article IX, Section 7, City Code.

The committee shall meet upon request at City Hall.

\*NOTE: Members must complete an annual Financial Disclosure Form.

AFFORDABLE HOUSING ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>RESIDENTIAL HOME BUILDING</u>		
Ty Buterbaugh 4929 Worthington Circle Rockledge, FL 32955	729-9679(h)	September 11, 2014 – May 12, 2018 Unexpired 5-year term
<u>BANKING/MORTGAGE BANKING INDUSTRY</u>		
Georgia Sophis-Peskar 145 River Road Circle Rockledge, FL 32955	505-7830(h) 433-4132(b)	March 22, 2016 – May 12, 2018 Unexpired 5-year term
<u>REPRESENTATIVE OF LABOR</u>		
Vacant		May 12, 2018 Unexpired 5-year term
<u>ADVOCATE FOR LOW INCOME PERSONS</u>		
Jarin Eisenberg 2318 Country Club Road Melbourne, FL 32901	954-830-3889(c) 724-1741(b)	November 8, 2016 - May 12, 2018 Unexpired 5-year term
<u>FOR PROFIT PROVIDER OF AFFORDABLE HOUSING</u>		
Kenneth R. Lebron 406 S. Neptune Drive Satellite Beach, FL 32937	508-5165(h) 327-5960(b)	May 13, 2013 – May 12, 2018 5-year term
<u>NOT FOR PROFIT PROVIDER OF AFFORDABLE HOUSING</u>		
Vacant		May 12, 2017 Unexpired 5-year term
<u>REAL ESTATE PROFESSIONAL</u>		
Leslie Purdy 869 Ixora Drive Melbourne, FL 32935	243-2493	February 14, 2017 - May 12, 2022 Unexpired term, plus 5-year term
<u>PLANNING &amp; ZONING BOARD MEMBER</u>		
Nathaniel Clement 132 Oak Lake Road Melbourne, FL 32901	726-0067(h)	May 13, 2017 – May 12, 2022 5-year term
<u>RESIDENT OF MELBOURNE</u>		
CJ Johnson 1104 June Drive Melbourne, FL 32935	501-9903(c)	May 13, 2017 – May 12, 2022 5-year term
<u>REPRESENTATIVE OF EMPLOYERS IN MELBOURNE</u>		
Michael Miller 5465 Sand Lake Drive Melbourne, FL 32934	684-1343(h)	March 22, 2016 – May 12, 2021 Unexpired term plus 5-year term

Continued on next page.

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REPRESENTATIVE OF ESSENTIAL SERVICES PERSONNEL

Christine A. Davis  
860 Meadow Lark Lane  
Merritt Island, FL 32953

747-0210  
633-1000 x-796

May 13, 2016 –  
May 12, 2021  
5-year term

HOUSING & URBAN IMPROVEMENT MANAGER

Denise Carter

674-5734  
E-mail: [huid@mlbfl.org](mailto:huid@mlbfl.org)

PLANNER

Jeff Higgins

608-7508  
E-mail: [Jeffrey.Higgins@mlbfl.org](mailto:Jeffrey.Higgins@mlbfl.org)

## AFFORDABLE HOUSING ADVISORY COMMITTEE

11 members, 5-year terms

Reference City Code, Sections 2-170 through 2-174; Section 420.9076, Florida Statutes, requires appointments to this committee to be made by resolution; Ordinance No. 2008-10 established this committee.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The specific positions listed (citizen who is actively engaged in the residential home building industry, citizen who is actively engaged in the banking or mortgage banking industry, etc.) must all be connected with affordable housing. The citizen who represents essential services personnel, as defined in the local housing assistance plan, means any person employed by educational, governmental and human service agencies; health care personnel; public safety personnel; and any skilled building trades personnel and food service personnel.

Except as noted, members of this committee shall not be subject to the residency requirement established in Section 2-136, City Code. If – due to reasonable factors – Council is not able to appoint citizens actively engaged in these activities in connection with affordable housing, a citizen engaged in the activity without regard to affordable housing may be appointed.

The approval of its local housing incentive strategies and its review of the local implementation of previously recommended strategies must be made by affirmative vote of six members. Six members of the committee shall constitute a quorum. With the exception of action identified in the first sentence of this paragraph, the affirmative vote of a majority of the members present and voting shall be necessary for the adoption of any motion.

Triennially, the committee shall review the established policies and procedures, ordinances, land development regulations and Comprehensive Plan of the City and shall recommend specific actions or initiatives to encourage or facilitate affordable housing. Recommendations may include modification or repeal of existing policies, procedures, ordinances, etc.; creation of exceptions applicable to affordable housing; or adoption of new policies. At a minimum, the committee shall submit a report to the City Council that includes recommendations on the implementation of affordable housing incentives in specific areas. Thereafter, the committee shall evaluate the implementation of those incentives.

The board meets quarterly (March, June, September, and December) at 5:30 p.m. in the Council Chamber.

\*AIRPORT AUTHORITY

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>COUNCIL MEMBERS (3)</u>		
Kathy Meehan (Mayor), Vice Chairman 1310 Prospect Avenue Melbourne, FL 32901	984-7588(h)	December 12, 2015 - December 11, 2017 2-year term
Debbie Thomas 311 Niblick Street Melbourne, FL 32901	508-7171(c)	December 12, 2015 - December 11, 2017 2-year term
Tim Thomas 2602 Englewood Drive Melbourne, FL 32940	831-2911(c)	November 22, 2016 - December 11, 2017 Unexpired 2-year term
<u>CHAMBER OF COMMERCE</u>		
Jack L. Ryals, Chairman National Realty 1331 U.S. 1 Melbourne, FL 32901	723-3664(b)	December 12, 2015 - December 11, 2017 2-year term
<u>INDUSTRIAL AIR CENTER TENANT</u>		
Scott T. Mikuen, Esq., Vice President Associate General Counsel & Corp. Secretary Harris Corporation Mail Stop A-22D 1025 West NASA Boulevard Melbourne, FL 32919	727-9125(b)	December 12, 2015- December 11, 2017 2-year term
<u>AT-LARGE REPRESENTATIVES (2)</u>		
William C. Potter 3305 Calle Del Mar Melbourne, FL 32904	723-6625(h) 412-6829(c)	December 12, 2015 - December 11, 2017 2-year term
Mike Fischer P.A.V.C.O. Construction 1928 Dairy Road Melbourne, FL 32901	951-2052(b) 777-2328(h)	December 12, 2015 - December 11, 2017 2-year term
Melbourne International Airport One Air Terminal Parkway, Suite 220 Melbourne, FL 32901	723-6227 Ext. 222	
<u>DIRECTOR OF AVIATION</u>		
Greg Donovan	723-6227, ext. 219 E-mail: info@mlbair.com	
<u>AIRPORT ATTORNEY</u>		
Don Nohrr, Gray Harris	727-8100	

\*NOTE: All members must complete an annual Financial Disclosure Form.

## AIRPORT AUTHORITY

7 members, 2-year terms

Reference Code of Ordinances, Chapter 12; old City of Melbourne Ordinance No. 67-7; new City of Melbourne Ordinance No. 70-29.

The Melbourne Airport Authority operates the City of Melbourne International Airport. They are granted authority to sue and be sued, contract and be contracted with, have an official seal and said authority is constituted and declared to be a body corporate. The authority has the jurisdiction, control and management over the airport, including the power to rent or lease portions of the airport, including buildings and hangars, the granting of concessions upon such terms and conditions as to it shall seem proper, employment of necessary personnel, including a director of aviation.

In 1946, the airport was deeded to the City under the provisions of the Surplus Property Act of 1944.

The authority, established by ordinance on May 2, 1967, consists of seven members. Residence within the City shall not be a prerequisite to membership on the board. Three members are members of the Council, appointed by the Council. The Chamber of Commerce of the City appoints one member. The tenants of the Industrial Air Center of the Airport appoint one member, and the sixth and seventh members are selected by the other five members.

The term of office shall be two years commencing with the second Tuesday in December 1967. The terms of any member of the Council who may be appointed to the authority shall terminate upon the member ceasing to be a Council Member or at the end of his two-year term, whichever shall occur first.

Four members constitute a quorum. Matters requiring a vote by the board shall be approved only by a favorable vote of a majority of the board. The chairman of the board shall be elected annually by the board members at the first meeting of the board in December of each year.

The authority operates the airport by and through a Director of Aviation appointed by members of the authority. The Director of Aviation is responsible for daily airport management and administration, short and long-range planning, airport operations, security, maintenance and construction.

Meetings are held the fourth Wednesday of each month at 8:30 a.m. at the airport.



BABCOCK STREET COMMUNITY REDEVELOPMENT  
AGENCY ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Neil Long 619 Dundee Circle West Melbourne, FL 32904	794-9317(h) 723-6000(b)	May 4, 2015 - May 3, 2017 2-year term
Karen Harshaw 289 Lynn Avenue Melbourne, FL 32935	255-1863(h) 724-2201(b)	May 4, 2015 - May 3, 2017 2-year term
Nancy E. Garmer, Vice Chairman 2100 Country Club Road Melbourne, FL 32901	604-0650(h) 255-4404(b)	May 4, 2015 - May 3, 2017 2-year term
Jim Ridenour 4250 Careywood Drive Melbourne, FL 32934	242-8153(h) 723-5740(b)	May 4, 2015 - May 3, 2017 2-year term
John E. Edmiston, Chairman 832 Indian River Drive Melbourne, FL 32935	254-0635(h)	May 4, 2016 - May 3, 2018 2-year term
Patsy R. "Airie" West 1807 Bryan Street Melbourne, FL 32901	327-2109	May 4, 2016 - May 3, 2018 2-year term
Aaron B. Thalwitzer 2329 St. Andrews Circle Melbourne, FL 32901	407-435-8572(h) 255-2332(b)	May 4, 2016 - May 3, 2018 2-year term
<u>ALTERNATE MEMBERS (2)</u>		
Jennifer Cope 453 Bamboo Lane Melbourne, FL 32935	432-2083(h) 751-3215(b)	June 8, 2015 - June 7, 2017 2-year term
James Lee Turman, Jr. 25 W. Alma Drive Melbourne, FL 32935	591-5043(c) 951-5581(b)	May 24, 2016 - June 7, 2017 Unexpired 2-year term
<u>PLANNER</u>		
Kelly Delmonico Hyvonen	608-7511 E-mail: Kelly.Delmonico@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Mary Wolak	608-7500 E-mail: Mary.Wolak@mlbfl.org	

BABCOCK STREET COMMUNITY REDEVELOPMENT AGENCY  
ADVISORY COMMITTEE

7 regular members and 2 alternate members  
2-year terms

Reference City Code, Chapter 20, Article V; Ordinance Nos. 98-23 and 98-24 and Resolution No. 1529; Resolution Nos. 1734 and 1805 expanded the boundaries. Reference 7/9/2013 City Council minutes for adoption of the Babcock Street Small Business Plan.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The committee serves as an advisory body to the Babcock Street Community Redevelopment Agency (City Council) for the Babcock Street Redevelopment Area. The duties include preparation of recommended plans and modifications for redevelopment projects in the Babcock Street Redevelopment Area.

The committee consists of seven members and two alternate members. Alternate members shall attend committee meetings regardless of whether a quorum of regular members is seated. Alternate members may always participate in deliberations and debate, but may only make motions and vote in the absence or voting disqualification of a regular member. In the event six regular members are present and two alternate members are present, the alternate member who may vote and make motions shall be the alternate member who has served on the committee for the longest period of time. The committee may adopt a procedure providing that the two alternate members will rotate as voting members in the absence of a regular member.

Any person may be appointed to serve as a committee member, provided that said person is a resident of the City, or is engaged in business within the redevelopment area, and is otherwise eligible for such appointment. "Engaged in business" means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged.

The District was created in 1997, expanded in 2001 and will expire in 2022.

The committee meets on the fourth Wednesday in February, April, June, August, October and December at 8:00 a.m., in the Council Chamber.

BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Celeste Henry, Chairman <b>Melbourne Garden Club</b> 1736 Pineapple Avenue Melbourne, FL 32935	254-1347(h)	Until successor appointed
Dennis J. Meehan <b>Keep Brevard Beautiful</b> P. O. Box 248 Melbourne, FL 32902-0248	727-3600(b) 724-5028(h)	Until successor appointed

MEMBERS APPOINTED BY CITY COUNCIL (7)

Alexis Johnsten 1164 Sun Circle W. Melbourne, FL 32935	254-2584(b) 259-4415(h)	November 10, 2014 - November 9, 2017 3-year term
Belinda 'Joy' Morris 2301 Misty Way Lane Melbourne, FL 32935	604-5074(h) 494-3870(b)	April 12, 2016 - November 9, 2017 Unexpired 3-year term
Louis R. Murren 2078 Seawind Court Indialantic, FL 32903	622-6849	November 10, 2014 - November 9, 2017 3-year term
Darlene Smith, Vice Chairman P.O. Box 362214 Melbourne, FL 32936-2214	259-7201(h) 723-1010(b)	July 11, 2015 - July 10, 2018 3-year term
Thomas V. Belanger 507 Melbourne Avenue Melbourne, FL 32901	723-5174(h) 674-7463(b)	July 11, 2015 - July 10, 2018 3-year term
Robert Mula 3660 Whisperwood Circle Melbourne, FL 32901	327-2398(h)	April 12, 2016 - July 10, 2018 Unexpired 3-year term
Theresa Bassing 3945 Bayberry Drive Melbourne, FL 32901	626-4853(h) 802-5720(b)	March 10, 2015 - March 9, 2018 3-year term

PARKS AND RECREATION DIRECTOR

Kevin Briski  
255-4637  
E-mail: Kevin.Briski@mlbfl.org

RECORDING SECRETARY:

Barbara Smith  
757-7127  
E-mail: Barbara.Smith@mlbfl.org

## BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE

9 members

3-year terms assigned to 7 members appointed by Council

Reference City Code, Sections 2-202 through 2-206; Ordinance Nos. 75-33, 78-01, 82-15, 98-29 and Resolution No. 1223; Ordinance No. 2006-71 changed composition of the board; Ordinance No. 2007-04 removed the reference to a specific City department providing staff support; Ordinance No. 2015-03 changed the member appointed by the Chamber of Commerce to a member appointed by City Council.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The duties and responsibilities of the Beautification and Environmental Advisory Committee include environmental issues and tasks or such other duties as may from time to time be assigned to the committee by the Council.

The specific goals and objectives of the committee are: 1) to consider and study all code proposals that have an effect on the appearance or environmental impact on the City and make appropriate recommendations to Council; 2) to confer and counsel with individuals, government agencies, and garden, civic, and service organizations in an effort to preserve the natural environment and expand and enhance the image of Melbourne; 3) to coordinate and emphasize the need for implementation of beautification and environmental quality improvement projects in the City; 4) to recognize the efforts of others who contribute to the beautification and environmental protection and enhancement of the City; and 5) to promote the development of greenways, blueways, and non-motorized pedways and trails in the City with special emphasis on linking such facilities to adjoining facilities.

The members appointed by Council serve for a period of three years. The remaining members shall serve until their successors are appointed.

One member shall be appointed by the Melbourne Garden Club, one member shall be appointed by Keep Brevard Beautiful, Inc., who must be either a resident or property owner in the City and seven (resident) members shall be appointed by the City Council.

Five members of the committee constitute a quorum.

Meetings are held on the second Wednesday in January, March, May, July, September and November, 8:30 a.m., at a local park or in the Council Chamber of City Hall.

CITIZENS' ADVISORY BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Aaron Straub 2342 Leewood Boulevard Melbourne, FL 32935	292-0456(h)	November 12, 2015 - November 11, 2018 3-year term
Dale Haynes 3306 Meadowridge Drive Melbourne, FL 32901	984-5486(h)	November 12, 2016 - November 11, 2019 3-year term
Brittany Arroyo 1047 Riverdale Drive Melbourne, FL 32935	591-0241(c)	November 22, 2016 - November 11, 2018 Unexpired 3-year term
Thomas Wicelinski, Vice Chairman 3170 Cedar Bay Drive Melbourne, FL 32934	698-7045(h)	September 15, 2016 - November 11, 2017 Unexpired 3-year term
Christy Lynn Allison 1020 Terry Drive Melbourne, FL 32935	(434) 316-4673(h)	January 24, 2017 - November 11, 2018 Unexpired 3-year term
E. Rhodie Humbert, Chairman 1210 Sun Circle W. Melbourne, FL 32935	242-8833(h)	November 12, 2016 - November 11, 2019 3-year term
Denise Cisar 2099 Santa Lucia Circle Melbourne, FL 32935	698-1721(h)	November 12, 2015 - November 11, 2018 3-year term

ALTERNATE MEMBERS (2)

Vacant		November 11, 2019 Unexpired 3-year term
Vacant		November 11, 2019 Unexpired 3-year term

HOUSING & URBAN IMPROVEMENT MANAGER

Denise Carter  
674-5734  
E-mail: [huid@mlbfl.org](mailto:huid@mlbfl.org)

RECORDING SECRETARY

Christine McCarty  
674-5734  
E-mail: [Christine.McCarty@mlbfl.org](mailto:Christine.McCarty@mlbfl.org)

## CITIZENS' ADVISORY BOARD

7 members and 2 alternates; 3-year terms

Reference City Code, Sections 2-236 through 2-238; Ordinance No. 74-32; Resolution No. 276; Ordinance No. 79-76 and Ordinance No. 80-58; Ordinance No. 2006-72 revised composition, organization, meetings, and duties, goals and objectives.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The board's duties are:

- (a) To serve as the formal means through which active citizen participation is provided to aid in the planning, oversight and evaluation of federal- and state-funded housing and community development programs that benefit and improve low- and moderate-income persons and neighborhoods in the City of Melbourne.
- (b) To recommend priorities for allocation of housing and community development program funds for projects, which benefit low- and moderate-income persons, to aid in the elimination or prevention of slums and blight.
- (c) To conduct public hearings to obtain citizen views and to respond to proposals and questions at the various stages of the Community Development Block Grant, HOME Investment Partnership and State Housing Initiatives Partnership programs and other related grant programs from program planning through program evaluation.

Four members of the board constitute a quorum. The affirmative vote of a majority of the members present and voting shall be necessary for the adoption of any motion. Alternate members shall attend complete board meetings regardless of whether a quorum of regular members is seated. Alternate members may always participate in board deliberations and debate, but they may make motions and vote only in the absence or voting disqualification of a regular member or the vacancy in a regular member's seat.

The board meets the first Monday of each month at 6:30 p.m. in the Council Chamber, City Hall.

\*CODE ENFORCEMENT BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>SUBCONTRACTOR SEAT</u>		
Maggie Castellano, Vice Chairman		October 15, 2016 October 14, 2019 3-year term
<u>BUSINESS PERSON SEAT</u>		
James P. Teele		October 15, 2014 - October 14, 2017 3-year term
<u>ENGINEER SEAT</u>		
Thomas J. Saam		October 15, 2014 - October 14, 2017 3-year term
<u>GENERAL CONTRACTOR SEAT</u>		
Ralph Durham		October 15, 2014 - October 14, 2017 3-year term
<u>REALTOR SEAT</u>		
Anna M. Cook		October 15, 2015 - October 14, 2018 3-year term
<u>ARCHITECT SEAT</u>		
Tim Loomer, Chairman		October 15, 2015 - October 14, 2018 3-year term
<u>MEMBER-AT-LARGE SEAT</u>		
Vacant		August 27, 2018 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
James Minus		January 27, 2015 - July 8, 2017 Unexpired, 3-year term
Matthew Schlick		January 27, 2015 - July 8, 2017 Unexpired, 3-year term
<u>ATTORNEY</u>		
Adam Conley	608-7240/E-mail: Adam.Conley@mlbfl.org	
<u>CODE ENFORCEMENT OFFICIAL</u>		
Mark Herold	608-7946/E-mail: Mark.Herold@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Cindi Kelley	608-7932/E-mail: code.compliance@mlbfl.org	

\*NOTE: All members must complete an annual Financial Disclosure Form.

**Code Enforcement Board members may not discuss Code Board matters with applicants, respondents and interested parties outside of a Code Board meeting. Correspondence should be addressed to Code Compliance Division, City of Melbourne, 900 E. Strawbridge Avenue, Melbourne, Florida 32901.**

(Rev. 4/10/2017)

## CODE ENFORCEMENT BOARD

7 members and 2 alternates, 3-year terms

Reference City Code, Sections 2-270 through 2-273; Chapter 162, Florida Statutes; Ordinance Numbers 80-51, 82-32, 85-74, 90-31 and 96-40.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The board shall have such duties, responsibilities and powers as set forth in and shall be governed in all respects by Chapter 162, Florida Statutes, and shall have the power to hear appeals as otherwise set forth in the City Code.

The members are appointed by City Council in accordance with the terms of Chapter 162, Florida Statutes. Members shall be residents of the City and shall, whenever possible, include an architect, a business person, an engineer, a general contractor, a subcontractor and a realtor.

Four members shall constitute a quorum. Alternate members shall attend complete board meetings regardless of whether a quorum of regular members is seated. Alternate members may always participate in board deliberations and debate, but they may make motions and vote only in the absence or voting disqualification of a regular member or the vacancy in a regular member's seat. In the event six regular members are present and voting and two alternate members are present, the alternate member who may vote and make motions with shall be the member who has served on the board for the longest period of time, regardless of whether said service is interrupted.

The local governing body attorney shall either be counsel to an enforcement board or shall represent the municipality by presenting cases before the enforcement board, but in no case shall the local governing body attorney serve in both capacities.

Any violation of the Code, which the City elects to prosecute before the Code Enforcement Board shall have no criminal penalty as to the said violation.

Appendix D, Article II, City Code, sets forth the procedures for quasi-judicial hearings, ex-parte communications and site visits. Members of the Code Enforcement Board may not engage in ex parte communications and may not conduct site visits.

The board meets approximately every six weeks at 6:00 p.m. in City Hall Council Chamber.



\*FIREFIGHTERS' PENSION PLAN  
BOARD OF TRUSTEES

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>FIREMAN</u> Monte Rann, Chairman 900 E. Strawbridge Avenue Melbourne, FL 32901	255-4600(b)	September 3, 2016 - September 2, 2018 2-year term
<u>FIREMAN</u> Payton Jones, Secretary 900 E. Strawbridge Avenue Melbourne, FL 32901	674-5790(b) 514-1422(c)	September 3, 2015 - September 2, 2017 2-year term
<u>RESIDENT</u> Thomas M. Quinn 1767 Sienna Drive Melbourne, FL 32934	751-3794	October 1, 2016 - September 30, 2018 2-year term
<u>RESIDENT</u> Douglas Taylor 1727 Sienna Drive Melbourne, FL 32934	243-2744(h)	October 1, 2016 - September 30, 2018 2-year term
<u>FIFTH MEMBER</u> Timothy E. Olsen, Sr., Vice-Chairman 5895 Brabrook Avenue Grant-Valkaria, FL 32949	432-5563	June 10, 2015 - June 9, 2017 2-year term
<u>BOARD ATTORNEY</u> Robert Klausner Klausner & Kaufman, P.A. 10059 Northwest 1 <sup>st</sup> Court Plantation, FL 33324	954/916-1202	
<u>RECORDING SECRETARY</u> Jennifer Chase	608-7030 E-mail: Jennifer.Chase@mlbfl.org	

\*NOTE: All members must complete an annual Financial Disclosure Form.

FIREFIGHTERS' PENSION PLAN  
BOARD OF TRUSTEES

5 members, 2-year terms

Reference Chapter 44, Article V, City Code, and Chapter 175, State Statutes.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The board shall have the sole and exclusive administration of and responsibility for the proper operation of the system and for making effective the provisions of the City Code. The Board of Trustees is designated as the plan administrator.

The board shall consist of five members, two of whom, unless otherwise prohibited by law, shall be legal residents of the City appointed by the City Council, two of whom shall be members of the system, who shall be elected by a majority of the firefighters who are members of the system, and the fifth trustee shall be chosen by a majority of the previous four trustees. The fifth person's name shall be submitted to the City Council who shall, as a ministerial duty, appoint such person to the board of trustees as its fifth member.

DROP participants may not be elected as or vote for elected trustees. The board shall establish and administer the nominating and election process for each election.

The trustees shall not receive any compensation, but may receive expenses and per diem as provided by law. Three members constitute a quorum and three affirmative votes shall be necessary for any decision by the trustees at any meeting of the board.

The board meets quarterly in the Council Chamber of City Hall.

\*GENERAL EMPLOYEES' PENSION PLAN  
BOARD OF TRUSTEES

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>RESIDENT</u> Cleave Frink 3215 Redwood Lane Melbourne, FL 32901	676-4296(c)	September 15, 2016 - October 21, 2017 Unexpired 2-year term
<u>RESIDENT</u> Christopher R. Steele 1194 White Oak Circle Melbourne, FL 32934	698-9294(h)	October 22, 2015 - October 21, 2017 2-year term
<u>PLAN MEMBER</u> Christine Brown, Chairman Water Production 900 E. Strawbridge Avenue Melbourne, FL 32901	255-4622(b)	November 29, 2016 - November 28, 2018 2-year term
<u>PLAN MEMBER</u> John Dobson Melbourne Airport Police Department One Air Terminal Parkway Melbourne, FL 32901	723-6227, x-279 (b)	November 29, 2016 - November 28, 2018 2-year term
<u>FIFTH MEMBER</u> Lisa Solina, Vice Chairman 900 E. Strawbridge Avenue Melbourne, FL 32901	608-7308(b)	February 22, 2017 - February 21, 2019 2-year term
<u>BOARD ATTORNEY</u> Scott Christiansen Suite 107 63 Sarasota Center Boulevard Sarasota, FL 34240	(941) 377-2200	
<u>RECORDING SECRETARY</u> Jennifer Chase	608-7030 E-mail: Jennifer.Chase@mlbfl.org	

\*NOTE: All members must complete an annual Financial Disclosure Form.

GENERAL EMPLOYEES' PENSION PLAN  
BOARD OF TRUSTEES

5 members; two-year terms

Reference Chapter 44, Article VII, City Code; Ordinance Numbers 95-61, 96-67, and 98-38.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The board is designated as the plan administrator. The duties and responsibilities of the Board of Trustees include: construe the provisions of the system and determine all questions arising thereunder; determine all questions relating to eligibility and membership; determine and certify the amount of all retirement allowances or other benefits; establish uniform rules and procedures to be followed for administrative purposes, benefit applications and all matters required to administer the system; distribute information to the members concerning the system; receive and process all applications for benefits; authorize all payments from the fund, and to notify the disbursing agent, in writing, of approved benefit payments and other expenditures arising through operation of the system and fund; have actuarial studies and valuations performed, and make recommendations regarding any and all changes in the provisions of the system; and perform such other duties as required to prudently administer the system.

The board consists of five persons, two of whom shall be legal residents of the City, appointed by the City Council; two of whom shall be members of the system, who shall be elected by a majority of the general employees and airport security officers who are members of the system and who vote in the election; and the fifth trustee shall be chosen by a majority of the previous four trustees, and such person's name shall be submitted to the City Council who shall, as a ministerial duty, appoint such person to the board.

DROP participants may not be elected as or vote for elected trustees. The board shall establish and administer the nominating and election procedures for each election.

Three members constitute a quorum. Three affirmative votes shall be necessary for any decision. Trustees shall not receive compensation, but may receive expenses and per diem as provided by law.

The board meets quarterly in the Council Chamber.

GOLF COURSES ADVISORY BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Gary Newell 602 Sleepy Hollow Road Melbourne, FL 32901	978-979-9084(h)	November 9, 2014 - November 8, 2017 3-year term
Penny Goode 2617 Bernice Court Melbourne, FL 32935	254-2924(h)	November 9, 2014 - November 8, 2017 3-year term
Robert L. Coleman 26 E. Avenue A Melbourne, FL 32901	727-8154(h) 676-1265(b)	November 9, 2016 - November 8, 2019 3-year term
Stephen Redoway 3208 Park Place Court Melbourne, FL 32934	254-0475(h)	November 9, 2016 - November 8, 2019 3-year term
Jack W. Bryant, Vice Chairman 3170 Turtle Mound Road Melbourne, FL 32934	259-9139(h)	November 9, 2015 - November 8, 2018 3-year term
Dwight H. Reed 3591 Titanic Circle Indialantic, FL 32903	(973) 222-3492(c)	February 9, 2016 - November 8, 2018 Unexpired, 3-year term
John J. Francey, Chairman P.O. Box 360843 Melbourne, FL 32936-0843	254-3340(h) 480-0528(c)	November 9, 2015 - November 8, 2018 3-year term
<u>PARKS AND RECREATION DIRECTOR</u>		
Kevin Briski	255-4637 E-mail: Kevin.Briski@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Barbara Smith	757-7127 E-mail: Barbara.Smith@mlbfl.org	
Mallards Landing Golf Course	255-4606	
Crane Creek Reserve Golf Course	674-5716	

## GOLF COURSES ADVISORY BOARD

7 members, 3-year terms

Reference Sections 2-351 through 2-354, City Code; Ordinance No. 93-45 established the board; Ordinance No. 2005-30 provided that the Parks and Recreation Director or his/her designee shall serve as secretary to the board and that the board shall meet quarterly. The 2015 recodified City Code removed the designation of the Parks and Recreation Director as the secretary to the board.

Reference City Code, Sections 2-75 through 2-77, for provisions that generally apply to all boards. Special requirements relating to this board, not included in Sections 2-75 through 2-77, are noted below.

The board shall assist the City Council and staff in the development and adoption of policies and procedures for operation of the City's golf courses. The board shall also make recommendations relating to the preparation and adoption of the operating and capital budgets for the City's golf courses, including proposals for revenue sources and adjustments in such sources, and operating and capital expenditures.

No recommendations of the board shall be binding on the City Council, staff, or other City boards and committees.

The board shall include seven members. To the greatest extent possible, board members shall include a broad cross-section of the golf players using the City's golf courses. Four members of the board shall constitute a quorum.

September 13, 2006 – board voted to change the name of the golf courses. August 8, 2007 – board voted to rename Melbourne to Crane Creek Reserve and Harbor City to Mallards Landing. August 28, 2007 – City Council approved renaming Melbourne to Crane Creek Reserve Golf Course at Melbourne and Harbor City to Mallards Landing Golf Course at Melbourne. September 11, 2007 – City Council adopted Resolution No. 2050, providing for the new names.

The board meets the second Wednesday in January, May, September and November, 5:30 p.m., City Council Chamber.

HISTORIC AND ARCHITECTURAL REVIEW BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
David Godwin 204 Freddie Street Indian Harbour Beach, FL 32937	779-0006(h)	July 1, 2016 - June 30, 2019 3-year term
Joyce Miller 917 E. New Haven Avenue Melbourne, FL 32901	704-2032(h) 724-5055(b)	July 1, 2016 - June 30, 2019 3-year term
Randall Thron, Chairman 457 Bluff Drive Melbourne, FL 32901	984-7627(h) 751-3009(b)	July 1, 2016 - June 30, 2019 3-year term
Angelina Wheeler-Chong 2307 St. Andrews Circle Melbourne, FL 32901	205-3655(c)	July 1, 2016 - June 30, 2019 3-year term
Jeffrey Kyle Anderson 384 Norwood Avenue Satellite Beach, FL 32937	727-366-5171(c) 253-1952(b)	July 1, 2016 - June 30, 2018 2-year term
Corey Runte, Vice Chairman 1601 S. Shannon Avenue Indialantic, FL 32903	368-5428(h) 984-5000(b)	July 1, 2016 - June 30, 2018 2-year term
Nilda Stellpflug 3495 Cindy Circle Titusville, FL 32796	269-2858(h)	July 1, 2016 - June 30, 2018 2-year term
<u>ALTERNATE MEMBERS (2)</u>		
Lois Torvik 216 Melbourne Avenue Indialantic, FL 32903	543-1645(h) 428-3869(b)	July 1, 2016 - June 30, 2020* 1-year term
Betsy Bradley McGuire 2850 S. Atlantic Avenue #201 Cocoa Beach, FL 32931	865-591-3572(c) 259-9197(b)	March 14, 2017 - June 30, 2018 Unexpired 2-year term
<u>HISTORIC PRESERVATION OFFICER</u>		
Patricia A. Tyjeski, AICP LITTLEJOHN – An S&ME Company 1615 Edgewater Drive, Suite 200 Orlando, FL 32804	(407) 975-1273	
<u>ATTORNEY</u>		
Adam Conley	608-7240/E-mail: Adam.Conley@mlbfl.org	
<u>PLANNER</u>		
Sandy Ramseth	608-7513/E-mail: Sandy.Ramseth@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Samantha Buck *Reappointed 3/14/2017	608-7500/E-mail: Samantha.Farley@mlbfl.org	

(Rev. 4/10/2017)

## HISTORIC AND ARCHITECTURAL REVIEW BOARD

7 regular members, 2 alternate members, 3-year terms

Reference Chapter 2, Article IV, City Code; Ordinance No. 2016-22 established this board by merging the Architectural Review Board and Historic Preservation Board; Resolution No. 3334 adopted Eau Gallie Historic District Design Guidelines; Resolution Nos. 3592 and 3593 adopted the Downtown District (Melbourne and Olde Eau Gallie) and Babcock Street District Architectural Guidelines. As it relates to murals outside of the CRAs, use Resolution No. 3592.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

Reference Section 2-431, City Code, for specific duties. In its capacity as the designated historic preservation board, the board is vested with the power, authority and jurisdiction on a city-wide basis to recommend local historic designations, regulate and administer historical, cultural, archaeological and architectural resources in the city. In its capacity as the designated architectural review board, the board is vested with the power, authority and jurisdiction within the city redevelopment districts to consider material changes in the exterior appearance of existing buildings located on non-residential property located in the redevelopment districts.

Reasonable effort shall be made to appoint residents of Melbourne from the disciplines of architecture, history, architectural history, planning, prehistoric and historic archaeology, landscape architecture, real estate, or general/building contracting. Lay persons who are residents, owners of property located within the city and individuals engaged in business within the city may make up the balance of the membership in the event that there are not enough qualified and eligible residents, provided the individual has demonstrated special interest, experience or knowledge in history, architecture, or a related discipline. The term "engaged in business" shall mean owning a business or serving as an officer or director of a corporation or other business entity so engaged. Additionally, to the extent reasonably possible, each community redevelopment district shall be represented on the board, and the board shall include one member who is an architect and one member who is a contractor.

Appendix D, Article II, City Code, sets forth the procedures for quasi-judicial hearings, ex-parte communications and site visits. Members of this board may engage in ex parte communications and conduct site visits of any property related to a quasi-judicial matter pending before the board as long as disclosure is made. Applications for historic designation, certificate of historic appropriateness, certificate of architectural appropriateness and tax exemptions are quasi-judicial matters considered by this board.

Four members constitute a quorum. The affirmative vote of a majority of the regular and alternate board members present and voting is necessary for the adoption of any motion. In all instances, seven members must be present at the hearing of an historic district designation, and a positive recommendation will require the affirmative vote of six members.

The board shall hold a minimum of four regular meetings per year. The board meets the third Wednesday of every month, 6:00 p.m., City Council Chamber.



LIBRARY BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Diane Bryant 2108 Parsons Avenue Melbourne, FL 32901	327-3572(h)	December 3, 2015 - December 2, 2020 5-year term
Nancy B. Dillen 1403 Pineapple Avenue Melbourne, FL 32935	259-6907(h)	December 3, 2014 - December 2, 2019 5-year term
Ellen Price, Vice Chairman 3237 Wiley Avenue Melbourne, FL 32901	953-6154(c)	December 3, 2014 - December 2, 2019 5-year term
Judith Davis, Chairman 851 Peregrine Drive Melbourne, FL 32903	779-1008(h)	December 3, 2016 - December 2, 2021 5-year term
Janet Kull 2654 Kefauver Street Melbourne, FL 32935	254-5069(h)	January 27, 2015 - December 2, 2017 Unexpired 5-year term
<u>EAU GALLIE LIBRARY</u>		
Jennifer Morrison, Director 1521 Pineapple Avenue Melbourne, FL 32935	255-4304	
<u>MELBOURNE LIBRARY</u>		
Jeri Prieth, Director 540 East Fee Avenue Melbourne, FL 32901	952-4514	
<u>DR. MARTIN LUTHER KING, JR. PUBLIC LIBRARY</u>		
Jeri Prieth, Director 955 E. University Boulevard Melbourne, FL 32901	952-4511	
<u>RECORDING SECRETARY</u>		
Jan May	952-4514 E-mail: Jmay@brev.org	

## LIBRARY BOARD

5 members, 5-year terms

Reference Sections 2-306 through 2-307, City Code. The by-laws were adopted by the board on April 19, 1994 and approved by the City Council on February 14, 1995.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The libraries are under the direction of the Brevard County Library System. The board advises and consults with the Library Directors on the operation and maintenance of the libraries; reviews and makes recommendations on the proposed operational budget for each fiscal year; creates, fosters and coordinates interest by the local community in the operation and programs of the libraries; and recommends to the Brevard County Public Library Board programs, policies, procedures and methods to increase the efficiency and effectiveness of the administrative function of the free public library service within the district.

Three members of the board shall constitute a quorum for transacting business.

The board meets on the third Tuesday of January, February, March, May, August, September and November, at 3:00 p.m. alternating among the Melbourne, Eau Gallie and Stone Libraries.

MELBOURNE DOWNTOWN COMMUNITY REDEVELOPMENT  
AGENCY ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Jack L. Ryals, Chairman P. O. Box 2076 Melbourne, FL 32902	723-3664(b) 795-7534(c)	February 23, 2016 - February 22, 2019 3-year term
JoAnn Davis, Vice Chairman 402 Thrush Drive Satellite Beach, FL 32937 Mail: 2801 South Harbor City Boulevard Melbourne, FL 32901	626-5929(h) 722-3522(b)	February 23, 2017 - February 22, 2020 3-year term
Randy Carmichael 609 Alden Place Melbourne Beach, FL 32951	543-1425(h) 723-0751(b)	February 23, 2017 - February 22, 2020 3-year term
Gerry Smith 1478 Attilburg Boulevard West Melbourne, FL 32904	728-0700(h) 724-2201(b)	February 23, 2017 - February 22, 2020 3-year term
Patricia Nichols 331 Arcadia Court Melbourne, FL 32901	728-1069(h) 720-1194(b)	February 23, 2015 - February 22, 2018 3-year term
LeAnn Smithson 2310 S. Bignonia Street Melbourne, FL 32901	952-0361(h) 308-6906(b)	February 23, 2015 - February 22, 2018 3-year term
Dan Porsi 2009 Oak Street Melbourne, FL 32901	508-0682(c)	February 14, 2017 - February 22, 2018 Unexpired 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
Lisa Herendeen 233 E. New Haven Avenue Melbourne, FL 32901	863-4424(c)	February 14, 2017 - September 20, 2017 Unexpired 3-year term
John Lucas 23 E. Melbourne Avenue Melbourne, FL 32901	872-8723(c)	February 14, 2017 - September 20, 2017 Unexpired 3-year term
<u>ECONOMIC DEVELOPMENT MANAGER</u>		
Doug Dombroski	608-7510 E-mail: Douglas.Dombroski@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Mary Wolak	608-7500 E-mail: Mary.Wolak@mlbfl.org	
<u>NONVOTING EX-OFFICIO MEMBERS</u>		
	City Manager and City Planner	

(Rev. 4/10/2017)

MELBOURNE DOWNTOWN COMMUNITY REDEVELOPMENT  
AGENCY ADVISORY COMMITTEE

7 regular members, 2 alternate members, 3-year terms

Reference Chapter 20, Article III, City Code; Ordinance No. 83-2 established the board; Ordinance No. 99-28 provided for two alternate members; Ordinance No. 2001-11 – minor revisions recommended by Code Review Committee; Resolution No. 1937 – blighted area exists adjacent to current redevelopment area; Ordinance No. 2006-23 adopted a new plan, modified the boundaries, added a sunset provision, and provided for revenue sharing. Ordinance No. 2011-36 provides that the Downtown, northern, and southern areas will cease to exist on December 31, 2032. Ordinance No. 2016-52 modified the redevelopment plan, addressed new project/program priorities, extended the duration of the trust fund to 2042, and removed thresholds which limits tax revenues.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The committee serves in an advisory body to the Council in its capacity as the community redevelopment agency for the Melbourne Downtown Redevelopment Project. The duties and services include the preparation of recommended community redevelopment plans and modifications for community redevelopment projects in the Melbourne Downtown Redevelopment Area.

Any person may be appointed to the committee if he resides within the City, or is engaged in business, or owns property within the Melbourne Downtown Redevelopment Area. “Engaged in business” means owning a business, practicing a profession or performing a service for compensation, or serving as an officer or director of a corporation so engaged. However, at all times at least four members of the committee must reside within the City.

Four members of the committee shall constitute a quorum for any action. Alternate members shall attend committee meetings regardless of whether a quorum of regular members is seated. Alternate members may always participate in committee deliberations and debate, but they may make motions and vote only in the absence of a regular member. In the event that six regular members are present and two alternate members are present, the alternate member who may vote and make motions with regard to an agenda item shall be the alternate member who has served on the committee for the longest period of time. The committee may adopt a procedure providing that the two alternate members will rotate as voting members in the absence of a regular member.

The committee has no authority to obligate the city to undertake any community redevelopment project or expend any funds.

The District was created in 1982 and expanded in 2006. The Downtown, northern, and southern areas will expire on December 31, 2042.

The committee meets the first Friday in February, April, June, August, October and December, 8:00 a.m., in the Council Chamber of City Hall.

MELBOURNE ECONOMIC ENHANCEMENT DISTRICT  
ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>MELBOURNE DOWNTOWN CRA ADVISORY COMMITTEE SEAT</u>		
Wendy Brandon, Chairman 103 Lansing Island Drive Indian Harbour Beach, FL 32937 Mail: 1861 S. Patrick Drive, #108 Indian Harbour Beach, FL 32937	537-0531(c)	Until successor appointed
<u>OLDE EAU GALLIE RIVERFRONT CRA ADVISORY COMMITTEE SEAT</u>		
George H. Alexander 590 Eau Gallie Boulevard Melbourne, FL 32935	254-6131(h) 254-3261(b)	Until successor appointed
<u>BABCOCK STREET CRA ADVISORY COMMITTEE SEAT</u>		
Jim Ridenour, Vice Chairman 4250 Carewood Drive Melbourne, FL 32934	242-8153(h) 723-5740(b)	Until successor appointed
<u>MELBOURNE AIRPORT AUTHORITY SEAT</u>		
Mark Busalacchi Melbourne International Airport One Air Terminal Parkway, Suite 220 Melbourne, FL 32901	723-6227	Until successor appointed
<u>ECONOMIC DEVELOPMENT COMMISSION OF FLORIDA'S SPACE COAST SEAT</u>		
Elizabeth Huy 597 Haverty Court, Suite 40 Rockledge, FL 32955	638-2000 Ext. 15	Until successor appointed
<u>COMMUNITY DEVELOPMENT DEPARTMENT SEAT</u>		
Cindy Dittmer Community Development Director	608-7500	Until successor appointed
<u>MEMBER APPOINTED BY CITY COUNCIL</u>		
Daniel Narlock 3227 Beach View Way Melbourne Beach, FL 32951	409-3683(h) 749-1335(b)	August 25, 2015 – August 24, 2018 3-year term
<u>RECORDING SECRETARY</u>		
Mary Wolak	608-7500 E-mail: <a href="mailto:Mary.Wolak@mlbfl.org">Mary.Wolak@mlbfl.org</a>	

MELBOURNE ECONOMIC ENHANCEMENT DISTRICT  
ADVISORY COMMITTEE

7 regular members

(The member appointed by City Council shall serve for a 3-year period.  
The remaining members shall serve until their successors are appointed.)

Reference Sections 2-382 through 2-387, City Code; Ordinance No. 2009-24 established the board; Resolution No. 3017 establishes the Melbourne Economic Enhancement District (MEED).

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The City's MEED was established in accordance with the Brownfield Redevelopment Act. Florida law requires the establishment of an advisory committee to address redevelopment of a Brownfield area. The purpose of the committee is to improve public participation and receive public comments on rehabilitation and redevelopment of the MEED, and to consider additional areas for Brownfield site rehabilitation and designation located outside of the MEED.

The committee shall make recommendations to the City Council on whether to adopt a resolution of support for applicants applying for incentives offered by Enterprise Florida through the Governor's Office of Tourism, Trade and Economic Development. The committee shall also review Brownfield site rehabilitation agreements from applicants applying for incentives through the Florida Department of Environmental Protection. The committee may perform other duties at the request of the City Council, including review of proposals for future land use, local employment opportunities, community safety and environmental justice within the MEED.

The committee shall consist of seven members: one appointed by the Melbourne Downtown Community Redevelopment Agency Advisory Committee; one appointed by the Olde Eau Gallie Riverfront Community Redevelopment Agency Advisory Committee; one appointed by the Babcock Street Community Redevelopment Agency Advisory Committee; one appointed by the Melbourne Airport Authority; one appointed by the Economic Development Commission of Florida's Space Coast; one appointed by the Community Development Department and one member who either resides within, or is engaged in business in, or owns property in the MEED appointed by the City Council. Members of the committee shall not be subject to the residency requirements established in Section 2-136, City Code.

Four members of the committee shall constitute a quorum for any action. The affirmative vote of a majority of the members present and voting shall be necessary for the adoption of any motion. No recommendations of the committee shall be binding on the City Council, City staff, other City boards, or governmental agencies.

The committee shall meet when a qualified application is submitted to the Community Development Department. Meetings will be held at 8:00 a.m. in the Council Chamber.

MELBOURNE HOUSING AUTHORITY

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Richard E. Freeman, Chairman 3818 St. Armens Circle Melbourne, FL 32934	591-2763(h) 751-6850	December 9, 2015 - December 8, 2019 4-year term
Patricia Sims 2241 St. Dunston Lane Melbourne, FL 32935	557-8878(h)	December 9, 2016 December 8, 2020 4-year term
Belinda Stewart, Vice Chairman 3490 Quail Court Melbourne, FL 32935	750-3547	December 9, 2014 - December 8, 2018 4-year term
Judith Doyle 4106 Mount Carmel Lane Melbourne, FL 32901	725-3128(h)	December 9, 2013 - December 8, 2017 4-year term
<u>PUBLIC HOUSING TENANT (1)</u> Gloria Durrant 517 Walker Street Melbourne, FL 32901	728-5883(h)	December 9, 2013 - December 8, 2017 4-year term
Michael L. Bean, Chief Executive Officer Brevard County Housing Authority 1401 Guava Avenue Melbourne, FL 32935	775-1575	

## MELBOURNE HOUSING AUTHORITY

5 members, 4-year terms

Reference Chapter 421, Florida Statutes; Resolution Nos. 14 and 872.

The authority shall constitute a public body corporate and politic, exercising the public and essential governmental functions set forth in Chapter 421, Florida Statutes. Duties include: Within its area of operation, to prepare, carry out, acquire, lease and operate housing projects; to provide for the construction, reconstruction, improvement, alteration, or repair of any housing project. See Section 421.08, Florida Statutes, for list of specific duties.

The Mayor, with the approval of the City Council, makes appointments to the authority. A vacancy shall be filled for the unexpired term within 60 days after such vacancy occurs. At least one commissioner shall be a resident who is current in rent in a housing project or a person of low or very low income who resides within the housing authority's jurisdiction and is receiving rent subsidy through a program administered by the authority or public housing agency that has jurisdiction for the same locality served by the authority. After all reasonable efforts have been made and documented, if the commissioners find that no housing project resident or rent subsidy recipient is available to serve as a tenant-commissioner, the existing vacancy shall then be filled through the normal appointment procedures.

A certificate of the appointment or reappointment of any commissioner shall be filed with the clerk and such certificate shall be conclusive evidence of the due and proper appointment of such commissioner. A commissioner shall receive no compensation for his/her services but shall be entitled to the necessary expenses, including travel expenses, incurred in the discharge of his/her duties.

A majority of the commissioners shall constitute a quorum of the authority. Action may be taken by the authority upon a vote of a majority of the commissioners present, unless the by-laws of the authority require a larger number. The authority shall select a chairman and vice chairman from among its members.

The authority meets the first Wednesday of each month, 11:00 a.m., South Area Housing Administrative Office, 1401 Guava Avenue, Melbourne.



OLDE EAU GALLIE RIVERFRONT COMMUNITY REDEVELOPMENT  
AGENCY ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
George H. Alexander, Chairman 590 Eau Gallie Boulevard Melbourne, FL 32935	254-6131(h) 254-3261(b)	June 12, 2015 - June 11, 2017 2-year term
Gene H. Davis 851 Peregrine Drive Indialantic, FL 32903	779-1008(h) 960-7423(c)	June 12, 2015 - June 11, 2017 2-year term
Richard Hester 1101 S. Orlando Avenue Cocoa Beach, FL 32931	432-8364(c) 259-5649(b)	June 12, 2015 - June 11, 2017 2-year term
H.J. 'Buz' Underill 490 N. Harbor City Boulevard Melbourne, FL 32935	242-2224(b) x-112	May 26, 2015 - June 11, 2017 Unexpired term, plus 2-year term
Ralph Sanders 101 Barton Avenue Rockledge, FL 32955	749-2635(h) 255-3331(b)	June 12, 2016 - June 11, 2018 2-year term
Rick L. Dillen, Vice Chairman 1403 Pineapple Avenue Melbourne, FL 32935	259-6907(h)	June 12, 2016 - June 11, 2018 2-year term
Stephen H. Gould 1803 Orange Street Melbourne Beach, FL 32951	591-5973(b)	February 23, 2016 - June 11, 2018 Unexpired term, plus 2-year term
<u>ALTERNATE MEMBERS (2)</u>		
Andrew Foy 1311 Ashwood Drive Melbourne, FL 32935	427-3340(h)	July 14, 2015 - June 11, 2017 Unexpired 2-year term
Jon Shepherd 657 Montreal Avenue Melbourne, FL 32935	302-2662(h) 676-1505(b)	February 23, 2016 - June 11, 2018 Unexpired term, plus 2-year term
<u>ECONOMIC DEVELOPMENT MANAGER</u>		
Doug Dombroski	608-7510 E-mail: Douglas.Dombroski@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Mary Wolak	608-7500 E-mail: Mary.Wolak@mlbfl.org	

(Rev. 4/10/2017)

OLDE EAU GALLIE RIVERFRONT COMMUNITY REDEVELOPMENT  
AGENCY ADVISORY COMMITTEE

7 regular members and 2 alternate members  
2-year terms

Reference Chapter 20, Article VI, City Code; Ordinance Nos. 2001-23, 2001-25 and Resolution No. 1657; Resolution No. 1859 established an ad hoc committee to be known as the Waterfronts Florida Partnership Committee, comprised of members from the Olde Eau Gallie Riverfront CRA Advisory Committee. Resolution No. 1939 made a finding of blight for expanded area (areas adjacent to existing district). Ordinance No. 2005-77 amended the district to include the expansion area and amended the redevelopment plan. Ordinance No. 2015-31 amended the CRA boundary and Redevelopment Plan.

The committee serves as an advisory body to the Olde Eau Gallie Riverfront Community Redevelopment Agency (City Council) for the Olde Eau Gallie Riverfront Community Redevelopment Area. The duties include preparation of recommended plans and modifications for redevelopment projects in the defined area. Additionally, this committee shall also serve as the Urban Infill Area Advisory Committee as established by Ordinance No. 2001-24.

The committee consists of seven members and two alternate members. Alternate members shall attend committee meetings regardless of whether a quorum of regular members is seated. Alternate members may always participate in committee deliberations and debate, but they may make motions and vote only in the absence or voting disqualification of a regular member. In the event that six regular members are present and two alternate members are present, the alternate member who may vote and make motions shall be the alternate member who has served on the committee for the longest period of time. The committee may adopt a procedure providing that the two alternate members will rotate as voting members in the absence of a regular member.

Any person may be appointed to serve as a committee member, provided that said person is a resident of the City, or is engaged in business within the redevelopment area, and is otherwise eligible for such appointment. "Engaged in business" means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged.

Four members of the committee shall constitute a quorum.

The District was created in 2000, expanded in 2005 and 2015, and will expire in 2025.

The committee meets the second Thursday in January, March, May, July, September and November, 8:00 a.m., Eau Gallie Civic Center.

\*PLANNING & ZONING BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Bruce A. Waters 1934 Quail Trail Melbourne, FL 32935	432-0771(h)	December 13, 2016 - December 12, 2019 3-year term
George Lebovitz 1649 PGA Boulevard Melbourne, FL 32935	591-6037(h)	December 3, 2015 - December 2, 2018 3-year term
Donald W. Laird 335-60 Paradise Boulevard Melbourne, FL 32903	779-0572(h)	December 3, 2015 - December 2, 2018 3-year term
Erin Trauger 436 Bamboo Lane Melbourne, FL 32935	652-5316(h)	December 13, 2016 - December 12, 2019 3-year term
Alan King, Chairman 1121 Sunny Point Drive Melbourne, FL 32935	242-8531(h) 723-3664(b)	December 3, 2014 - December 2, 2017 3-year term
Nathaniel Clement 132 Oak Lake Road Melbourne, FL 32901-8642	726-0067(h)	December 3, 2015 - December 2, 2018 3-year term
Edward P. Coruzzi, Vice-Chairman 3622 Osceola Drive Melbourne, FL 32901	728-1732(h)	December 3, 2014 - December 2, 2017 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
Gregory Schwendeman 1250 Beachside Lane Indialantic, FL 32903	243-5008(h) 674-9898(b)	March 10, 2015 - January 24, 2018 Unexpired 3-year term
Carol Hudgens 420 Oriole Lane Indialantic, FL 32903	410-961-3714(c)	June 14, 2016 - January 24, 2018 Unexpired, 3-year term
<u>BREVARD COUNTY SCHOOL BOARD REPRESENTATIVE (1)</u>		
Vacant		Appointed by the School Board on
<u>ATTORNEY</u>		
Suzanne Crockett	608-7240/E-mail: Suzanne.Crockett@mlbfl.org	
<u>PLANNING MANAGER</u>		
Cheryl Dean	608-7509/E-mail: Cheryl.Dean@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Kathy Lee	608-7507/E-mail: Kat.Lee@mlbfl.org	

\*NOTE: All members must complete an annual Financial Disclosure Form.

(Rev. 4/10/2017)

## PLANNING AND ZONING BOARD

7 members, 3-year terms  
2 alternate members, 3-year terms

Reference Sections 2-326 through 2-331, City Code; Appendix B, Article IX for procedures; Resolution No. 12; Ordinance Nos. 75-05 and 93-57; and Ordinance No. 2015-45.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The duties of the board include: 1) Act in an advisory capacity to the City Council on questions relating to zoning, comprehensive planning, and land use and to conduct investigations on matters or proposals to change zoning land development regulations. 2) Recommend to the City Council amendments to the Code as the board may deem to be in the promotion of the public health, safety, welfare, economic order, or aesthetics. 3) Hear applications and submit recommendations to the City Council on the proposed change of the permitted use of property; applications for conditional uses; proposed amendments to the zoning code; proposed subdivision plats and subdivision variances; annexation requests; site plan review; vested rights petitions; and adoption of and amendments to the City's Comprehensive Plan. The board also hears and approves specific site plans authorized in the Zoning Code. 4) Considers appeals of decisions and interpretations made by the Building Official and City Engineer as specifically authorized in City Code; hears appeals of decisions made by the Architectural Review Board in its decision on applications in the Downtown and Eau Gallie CRAs; considers recommendations made by the Historic Preservation Board for variances of individually designated historic resources; acts as the Fire Prevention Board of Adjustment and Appeals; and considers variances to specific provisions of the storm water management ordinance.

The board consists of seven members appointed by City Council, one non-voting member appointed by the Brevard County School Board, and two alternate members. Alternate members shall attend complete board meetings regardless of whether a quorum of regular members is seated. Alternate members may participate in deliberations and debate, but they may make motions and vote only in the absence of voting disqualification of a regular member or the vacancy in a regular member's seat. The alternate member who may vote and make motions with regard to an agenda item shall be the alternate member who has served on the board for the longest period of time, regardless of whether said service is interrupted.

The non-voting member (School Board member) may participate in discussions; however, shall not make motions and may not be used to constitute a quorum. The non-voting member is not required to be a resident or registered elector.

Four members of the board constitute a quorum. The affirmative vote of a majority of the regular and alternate board members present and voting shall be necessary for the adoption of any motion.

Appendix D, Article II, City Code, sets forth the procedures for quasi-judicial hearings, ex-parte communications and site visits. Members of this board may engage in ex parte communications and conduct site visits of any property related to a quasi-judicial matter pending before the board as long as disclosure is made.

Meetings are held the first and third Thursday of the month, 6:30 p.m., in the Council Chamber, City Hall.

\*POLICE OFFICERS' RETIREMENT TRUST FUND  
BOARD OF TRUSTEES

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>POLICE OFFICER</u> Steven Sadoff 650 N. Apollo Boulevard Melbourne, FL 32935	409-2220	June 2, 2015 - June 1, 2017 2-year term
<u>POLICE OFFICER</u> Marty Miller 650 N. Apollo Boulevard Melbourne, FL 32935	608-6611	February 25, 2016 - February 24, 2018 2-year term
<u>RESIDENT</u> Scott L. Olson 4401 Post Road Melbourne, FL 32934-8434 <b>Mail:</b> 3682 North Wickham Road, Suite C Melbourne, FL 32935	751-5599(b)	October 1, 2016 - September 30, 2018 2-year term
<u>RESIDENT</u> Gary Parfitt 3105 Cobia Lane Indialantic, FL 32903	779-0193	October 1, 2016 - September 30, 2018 2-year term
<u>FIFTH MEMBER</u> Janice K. Hill, Chairman 1103 Balmoral Way Melbourne, FL 32940	676-0300(b) 751-3589(h)	November 1, 2016 - October 31, 2018 2-year term
<u>BOARD ATTORNEY</u> Scott Christiansen 63 Sarasota Center Blvd Suite 107 Sarasota, FL 34240	(941) 377-2200	
<u>RECORDING SECRETARY</u> Jennifer Chase	608-7030 E-mail: Jennifer.Chase@mlbfl.org	

\*NOTE: All members must complete an annual Financial Disclosure Form.

POLICE OFFICERS' RETIREMENT TRUST FUND  
BOARD OF TRUSTEES

5 members, 2-year terms

Reference Chapter 44, Article VI, City Code, and Chapter 185, State Statutes.

Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The sole and exclusive administration of and responsibility for the proper operation of the system is vested in the board of trustees. The board is designated as the plan administrator.

The board consists of five trustees, two of whom, unless otherwise prohibited by law, shall be legal residents of the City appointed by the City Council; and two of whom shall be members of the system, who shall be elected by a majority of the police officers who are members of the system; and the fifth trustee shall be chosen by a majority of the previous four trustees. Such person's name shall be submitted to the City Council who shall, as a ministerial duty, appoint the fifth member to the board of trustees.

DROP participants may not be elected as or vote for elected trustees. The board shall establish and administer the nominating and election procedures for each election.

Trustees shall not receive any compensation, but may receive expenses and per diem as provided by law.

Three members constitute a quorum.

The board meets quarterly in the Council Chamber of City Hall.

\*ZONING BOARD OF ADJUSTMENT

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Thomas J. Herbert, Chairman 1231 Garfield Street Melbourne, FL 32935	298-4862(h)	December 3, 2016 - December 2, 2019 3-year term
Mike Nowlin 313 Live Oak Lane Melbourne, FL 32935	254-1886(h) 726-4927(b)	December 13, 2016 - December 2, 2017 Unexpired 3-year term
Brenda Burgener 2218 Woodlawn Circle Melbourne, FL 32934	254-5190(h) 434-9341(b)	December 3, 2016 - December 2, 2019 3-year term
Charles Jackson 2638 S. Harbor City Blvd. Melbourne, FL 32901	724-0030(h) 727-2533(b)	December 3, 2015 - December 2, 2018 3-year term
Peter Kostrzewa 2852 Snead Court Melbourne, FL 32935	254-1572(h) 757-3333(b) X-125	December 3, 2014 - December 2, 2017 3-year term
Ravindra Shah 501 Mallard Lane Indialantic, FL 32903	431-1820(h)	February 9, 2016 - December 2, 2017 Unexpired, 3-year term
Dennis Mannion, Vice Chairman 2815 Pineapple Avenue Melbourne, FL 32935	752-2827(h)	December 3, 2015 - December 2, 2018 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
Michael Peacock 1616 Pine Street Melbourne, FL 32901	(561) 252-0016(c)	December 27, 2016 - December 26, 2019 3-year term
Mary Taylor 1929 Greenway Drive #J-4 Melbourne, FL 32901	368-1760(h) 633-2187(b)	July 12, 2016 - December 26, 2019 Unexpired term plus 3-year term
<u>ATTORNEY</u>		
Adam Conley	608-7240/E-mail: Adam.Conley@mlbfl.org	
<u>PLANNER</u>		
Jeffrey Higgins	608-7508/E-mail: Jeffrey.Higgins@mlbfl.org	
<u>RECORDING SECRETARY</u>		
Samantha Buck	608-7500/E-mail: Samantha.Farley@mlbfl.org	
<u>EX-OFFICIO MEMBER</u>		
Chairman, Planning/Zoning Board		

NOTE: \*All members must complete an annual Financial Disclosure Form.

(Rev. 4/10/2017)

## ZONING BOARD OF ADJUSTMENT

7 regular members and 2 alternate members, 3-year terms

Reference Sections 2-418 through 2-420, City Code; Appendix B, Article IX, Section 7; and Section 8.04(6), City Charter. Reference City Code, Sections 2-135 through 2-143, for provisions that generally apply to all boards.

The board has the following powers and duties: To hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by the planning and economic development director or the building official in the interpretation or enforcement of Chapter 50 or Appendices B or D, City Code. To authorize upon appeal in specific cases such variance from the terms of Appendix B as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of the City Code could result in an unnecessary hardship. See variance criteria outlined in Appendix B, Article IX, Section 7.

The board consists of seven members and two alternate members. Alternate members may act in the temporary absence or disability of any regular member, or may act when a regular member is otherwise disqualified in a particular case that may be presented to the board. The chairman of the Planning & Zoning Board shall be an ex officio, non-voting member of the Board of Adjustment.

The City Council is authorized to establish a schedule of fees to be charged by the board.

The concurring vote of five members of the board shall be necessary (see Section 8.04, City Charter) to reverse any order, requirement, decision or determination of any administrative official, or to decide in favor of the applicant on any matter upon which it is required to pass under any such ordinance, or to effect any variation in such ordinance.

Appendix D, Article II, City Code, sets forth the procedures for quasi-judicial hearings, ex-parte communications and site visits. The following applies to the members of this board:

- Members may not engage in ex-parte communications with the public or discuss or receive opinions from an expert witness or consultant, other than at a formally noticed hearing.
- In the event a board member does so, the member is required to disclose the ex parte communication or opinion received from the expert witness or consultant during the open public meeting.
- Members may discuss matters with City staff provided that disclosure is made. The member must identify the staff member, state the substance of the ex parte communication, and state the matters discussed, which the board member considers material to the board member's decision.
- Members may conduct site visits provided that disclosure is made. Disclosure shall include any information obtained by virtue of the site visit considered by the member to be material to the member's decision.

Board meetings are held the last Monday of each month at 6:30 p.m. in the Council Chamber of City Hall.



CITY'S REPRESENTATIVES SERVING ON COUNTY, STATE AND  
NATIONAL BOARDS/COMMITTEES

**BOARD/COMMITTEE**

**DATE APPOINTED**

**BREVARD WATER SUPPLY BOARD**

Mayor Kathy Meehan

(In 1994 when the State Legislature abolished the South Brevard Water Authority, it asked Brevard County to take the lead in the development of new water sources in Brevard. Brevard County formed the Brevard Water Supply Board and Melbourne's Mayor has represented the City on that board since its inception. In 2007, Council designated that the Council Member serving as the Vice Mayor each year will also serve as the alternate member to this board.)

**ECONOMIC DEVELOPMENT COMMISSION**

Cindy Dittmer, Board of Directors and Executive Committee  
(City's initial membership May 13, 1997)

May 24, 2006

**FLORIDA LEAGUE OF CITIES**

Board of Directors – Mayor Kathy Meehan  
Florida League of Mayors – Mayor Kathy Meehan  
Federal Action Strike Team – Mayor Kathy Meehan  
Growth Management and Economic Affairs Committee – Mayor Kathy Meehan

**MELBOURNE-PALM BAY AREA CHAMBER OF COMMERCE**

City is trustee member represented by  
Mayor Kathy Meehan

November 9, 2004

(The initial trustee membership was approved in March 1995)

**SPACE COAST LEAGUE OF CITIES**

Voting Delegate, board of directors – Teresa Lopez  
Alternate Voting Delegate, board of directors – Yvonne Minus

November 22, 2016

November 22, 2016

The board of directors meets the second Monday of each month. Melbourne has five votes based on population.

(Rev. 4/10/2017)

**BOARD/COMMITTEE**

**DATE APPOINTED**

**SPACE COAST TRANSPORTATION PLANNING ORGANIZATION (SCTPO)**

Council Members:

Teresa Lopez	November 22, 2016
Kathy Meehan	November 25, 2014
Betty Moore	November 25, 2014
Paul Alfrey (alternate)	November 22, 2016

(Four year terms per the SCTPO by-laws.)

Technical Advisory Committee (TAC):

Member Jenni Lamb	April 2013
Alternate Todd Corwin	April 2007

Citizens Advisory Committee (CAC): Bob Klaproth, Howard Ralls, and Daniel Spradling

**WATER SYSTEM ADVISORY BOARD**

(Reference 5/24/94 Council minutes. This is a Melbourne board that was formed in May 1994 after the South Brevard Water Authority was abolished. The group is comprised of representatives from cities/towns served by Melbourne's water system. The Mayor of Melbourne has historically served as the City's representative on this board.)