



CITY OF MELBOURNE, FLORIDA

AUTHORITY, BOARDS AND COMMITTEES ROSTER

APPOINTED BY CITY COUNCIL OR ESTABLISHED BY STATE STATUTES

***PREPARED BY***

***Office of City Clerk***

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\*ADMINISTRATIVE REVIEW COMMITTEE

CODE COMPLIANCE DIRECTOR

Al Beyer, Chairman

Office: 674-5701/5702

Fax: 674-5771

E-mail: [codecompliance@melbourneflorida.org](mailto:codecompliance@melbourneflorida.org)

CITY ENGINEER

Jenni Lamb

Office: 953-6241

Fax: 953-6200

E-mail: [engineering@melbourneflorida.org](mailto:engineering@melbourneflorida.org)

PLANNING AND ECONOMIC DEVELOPMENT DIRECTOR

Cindy Dittmer

Office: 608-7500

Fax: 608-7519

E-mail: [p&z@melbourneflorida.org](mailto:p&z@melbourneflorida.org)

RECORDING SECRETARY

Angela Howard

608-7500

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 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 Planning and Economic 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>		
Harry Williams, Vice-Chairman 232 Cocoa Avenue Indialantic, FL 32903	728-8951(h) 288-0412(b)	May 13, 2008 – May 12, 2013 5-year term
<u>BANKING/MORTGAGE BANKING INDUSTRY</u>		
Bill Levy 2401 Vermont Street Melbourne, FL 32904	729-0001(h) 728-2828(b)	September 30, 2008 – May 12, 2013 Unexpired 5-year term
<u>REPRESENTATIVE OF LABOR</u>		
Marcella Mika P. O. Box 121572 West Melbourne, FL 32912-1572	288-8021(h)	May 13, 2008 – May 12, 2013 5-year term
<u>ADVOCATE FOR LOW INCOME PERSONS</u>		
Maryjane Wysocki 389 DeSoto Parkway Satellite Beach, FL 32937	779-3209(h) 953-8188(b)	May 13, 2008 – May 12, 2013 5-year term
<u>FOR PROFIT PROVIDER OF AFFORDABLE HOUSING</u>		
Fred Malik 6520 Martinique Way Vero Beach, FL 32966	288-4758(h)	May 13, 2008 – May 12, 2013 5-year term
<u>NOT FOR PROFIT PROVIDER OF AFFORDABLE HOUSING</u>		
Joe Gassman, Chairman 3550 Egret Drive Melbourne, FL 32901	956-6720(h) 255-5800 Ext. 107	May 13, 2008 – May 12, 2012 4-year term
<u>REAL ESTATE PROFESSIONAL</u>		
Ronald Smith 2917 Stetson Street Melbourne, FL 32901	474-1177(h)	August 12, 2008 – May 12, 2012 Unexpired 4-year term
<u>PLANNING &amp; ZONING BOARD MEMBER</u>		
Kathy Chambers 3040 Clearlake Drive, #3 Melbourne, FL 32935	751-0874(h) 727-5814(b)	May 13, 2008 – May 12, 2012 4-year term
<u>RESIDENT OF MELBOURNE</u>		
John Barnett 615 E. New Haven Avenue, Apt. 120 Melbourne, FL 32901	725-3521	May 13, 2008 – May 12, 2012 4-year term
<u>REPRESENTATIVE OF EMPLOYERS IN MELBOURNE</u>		
Sandra Racicot 603 Gina Lane Melbourne, FL 32940	253-5507(h) 724-3343(b)	May 13, 2008 – May 12, 2011 3-year term

Continued on next page.

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REPRESENTATIVE OF ESSENTIAL SERVICES PERSONNEL

Linda Jones 953-9933(h)  
P.O. Box 111295 772-468-5245(b)  
Palm Bay, FL 32911

December 9, 2008 –  
May 12, 2011  
Unexpired 3-year term

HOUSING & COMMUNITY DEVELOPMENT DIRECTOR

Melinda Thomas 674-5734  
E-mail: [housingcdbg@melbourneflorida.org](mailto:housingcdbg@melbourneflorida.org)

PLANNER

Jeff Higgins 608-7508  
E-mail: [p&z@melbourneflorida.org](mailto:p&z@melbourneflorida.org)

RECORDING SECRETARY

Jody Quinlivan 674-5734

## AFFORDABLE HOUSING ADVISORY COMMITTEE

11 members, \*5-year terms

(The first five members of the initial committee shall serve five years, the next four members shall serve four years, and the last two members shall serve three years. Thereafter, all terms shall be five years.)

Reference City Code, Sections 2-78 through 2-82; 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 2-75 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 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 2-76, 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.

Notice of public hearing to recommend adoption of the final local housing incentive strategies must be published in newspaper.

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 generally meets the second Monday and fourth Thursday of each month 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>		
Harry Goode, Chairman 101 East Melbourne Avenue Melbourne, FL 32901	953-6255(b)	December 12, 2007 - December 11, 2009 2-year term
John Thomas 311 Niblick Street Melbourne, FL 32901	726-9839(h)	November 12, 2008 - December 11, 2009 Unexpired 2-year term
Molly Tasker 1557 Sienna Drive Melbourne, FL 32934	259-1719(h)	November 12, 2008 - December 11, 2009 Unexpired 2-year term
<u>CHAMBER OF COMMERCE</u>		
Jack L. Ryals National Realty 1331 U.S. 1 Melbourne, FL 32901	723-3223(b)	December 12, 2007 - December 11, 2009 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, 2007- December 11, 2009 2-year term
<u>AT-LARGE REPRESENTATIVES (2)</u>		
William C. Potter, Vice-Chairman 3305 Calle Del Mar Melbourne, FL 32904	723-6625(h) 412-6829(c)	December 12, 2007 - December 11, 2009 2-year term
Mike Fischer P.A.V.C.O. Construction 1905 Airport Boulevard Melbourne, FL 32901	951-2052(b) 777-2328(h)	December 12, 2007 - December 11, 2009 2-year term
Melbourne International Airport One Air Terminal Parkway, Suite 220 Melbourne, FL 32901	723-6227 Ext. 222	
<u>DIRECTOR OF AVIATION</u>		
Richard Ennis	723-6227, ext. 219 E-mail: info@mlbair.com	
<u>AIRPORT ATTORNEY</u>		
Don Nohrr, GrayHarris	727-8100	
<u>RECORDING SECRETARY/EXECUTIVE ASSISTANT</u>		
Pat Howlett	723-6227, ext. 219	

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

## AIRPORT AUTHORITY

7 members, 2-year terms

Reference Code of Ordinances, Chapter 6, Article V; 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.

ARCHITECTURAL REVIEW BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>ARCHITECT SEAT</u>		
Randall Thron, Vice-Chairman 457 S. Bluff Drive Melbourne, FL 32901	254-6606(b) 984-7627(h)	October 1, 2009 - September 30, 2012 3-year term
<u>GENERAL CONTRACTOR SEAT</u>		
Timothy Loomer, Chairman 709 West Bonnie Circle Melbourne, FL 32901	727-1497(b/h)	October 1, 2007 - September 30, 2010 3-year term
<u>BABCOCK REDEVELOPMENT SEAT</u>		
Shanna Tibbetts P.O. Box 514 Melbourne, FL 32902-0514	727-1931(b) 506-4400(h)	October 1, 2007 - September 30, 2010 3-year term
<u>DOWNTOWN MELBOURNE SEAT</u>		
Joyce A. Miller 917 E. New Haven Avenue Melbourne, FL 32901	724-5055(b) 729-0681(h)	February 26, 2008 - February 25, 2011 3-year term
David Bogenrief 621 S. Magnolia Avenue Melbourne, FL 32935	626-5657(c)	October 1, 2008 - September 30, 2011 3-year term
David L. Corbin P. O. Box 410647 Melbourne, FL 32941	494-5797(b) 989-0283(h)	October 1, 2008 - September 30, 2011 3-year term
Thomas J. Wood, Jr. 4385 Canard Road Melbourne, FL 32934	254-6606(b) 604-2823(c)	February 26, 2008 - February 25, 2011 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
<u>DOWNTOWN EAU GALLIE SEAT</u>		
Angelina Wheeler-Chong 2307 St. Andrews Circle Melbourne, FL 32901	253-1952(b) 729-8500(h)	July 10, 2007 - September 30, 2010 Unexpired term plus 3-year term
Wendy Burstein 342 Peregrine Drive Melbourne, FL 32903	779-3449(h)	July 10, 2007 - September 30, 2010 Unexpired term plus 3-year term
<u>ECONOMIC REDEVELOPMENT COORDINATOR</u>		
Doug Dombroski	608-7510 E-mail: p&z@melbourneflorida.org	
<u>PLANNER</u>		
David Lindemann	608-7511	
<u>RECORDING SECRETARY</u>		
Debra Cote	608-7502	

(Rev. 10/14/2009)

## ARCHITECTURAL REVIEW BOARD

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

Reference City Code, Chapter 10, Article III; Ordinance No. 82-31 established the board; Ordinance No. 2001-11 increased terms of alternate members; Ordinance No. 2001-65 added two members from the Olde Eau Gallie Area and expanded the duties to include the Olde Eau Gallie Area; Ordinance No. 2002-77 changed the name of the board from Downtown Architectural Review Board to Architectural Review Board; Resolution No. 1796 adopted the Babcock Street District Architectural Guidelines; Resolution No. 1797 adopted the Downtown District Architectural Guidelines; Ordinance No. 2007-40 clarified membership language.

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 reviews applications for a Certificate of Appropriateness in the Melbourne Downtown Community Redevelopment Area, the Olde Eau Gallie Riverfront Community Redevelopment Area and the Babcock Street Community Redevelopment Area.

The board shall use the Downtown District Architectural Guidelines (for the Melbourne Downtown Community Redevelopment Area and the Olde Eau Gallie Riverfront Community Redevelopment Area) and the Babcock Street District Architectural Guidelines (for the Babcock Street Community Redevelopment Area) in making its decision.

The board's review is limited to exterior improvements to properties and new developments within the redevelopment districts. The board shall not consider interior design or plan and shall not exercise any control over land use or construction.

The board shall consist of seven members and two alternate members who shall be appointed by Council. Alternate members may act in the temporary absence, disability or disqualification of any regular member. Members shall be chosen on the basis of experience or interest in the fields of architecture, city planning and conservation of architectural, historical or cultural resources.

Any person may be appointed to serve as a member, provided that said person is a resident of the city or is engaged in business within the redevelopment area. Whenever possible, each district shall be represented by at least one member. The representative of a district may be a regular or alternate member. 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 board shall also include one resident member who is an architect and one resident member who is a contractor.

Four members constitute a quorum. No application shall be denied except by the affirmative vote of a majority of those members present, except that at least three members must vote for any action to be official.

Meetings are held the third Wednesday of each month, 6:00 p.m., City Hall Council Chamber.

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, 2009 - May 3, 2011 2-year term
Karen Harshaw 289 Lynn Avenue Melbourne, FL 32935	255-1863(h) 724-2201(b)	May 4, 2009 - May 3, 2011 2-year term
Nancy E. Garmer 2100 Country Club Road Melbourne, FL 32901	604-0650(h) 255-4404(b)	May 4, 2009- May 3, 2011 2-year term
Jim Ridenour 4250 Careywood Drive Melbourne, FL 32934	242-8153(h) 723-5740(b)	May 4, 2009 - May 3, 2011 2-year term
John E. Edmiston, Chairman 832 Indian River Drive Melbourne, FL 32935	254-0635(h)	May 4, 2008 - May 3, 2010 2-year term
Larry W. Wuensch, Vice Chairman 1002 Springfield Court Rockledge, FL 32955	723-6227 Ext. 211	May 4, 2008- May 3, 2010 2-year term
Vacant		May 3, 2010 Unexpired 2-year term
<u>ALTERNATE MEMBERS (2)</u>		
Carl Beneduci 718 Ridge Club Drive Melbourne, FL 32934	242-6200(h) 750-2116(c)	July 14, 2009 - June 7, 2011 Unexpired 2-year term
Christopher R. Campanaro 4479 Chastain Drive Melbourne, FL 32940	242-0603(h) 676-1126(b)	July 14, 2009 - June 7, 2011 Unexpired 2-year term
<u>ECONOMIC REDEVELOPMENT COORDINATOR</u>		
Doug Dombroski	608-7510 E-mail: p&z@melbourneflorida.org	
<u>RECORDING SECRETARY</u>		
Angela Howard	608-7500	

BABCOCK STREET COMMUNITY REDEVELOPMENT AGENCY  
ADVISORY COMMITTEE

7 regular members and 2 alternate members  
2-year terms

Reference City Code, Chapter 10, Article VII; Ordinance Nos. 98-23 and 98-24 and Resolution No. 1529; Resolution Nos. 1734 and 1805 expanded the boundaries.

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 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 January, March, May, July, September and November, 8:00 a.m., in the Council Chamber.

BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Betty Moore, Chairman <b>Melbourne Garden Club</b> 2552 Pineapple Avenue Melbourne, FL 32935	242-0094(h)	Until successor appointed
Vacant <b>Melbourne-Palm Bay Area Chamber of Commerce</b>		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 (6)

Alexis Johnsten 1164 Sun Circle W. Melbourne, FL 32935	254-2584(b) 259-4415(h)	November 10, 2008 - November 9, 2011 3-year term
Leanne Hensley 528 E. Strawbridge Avenue Melbourne, FL 32901	394-1194(h) 242-8468(b)	March 11, 2008 - November 9, 2011 Unexpired term plus 3-year term
Celeste Henry, Vice-Chairman 1736 Pineapple Avenue Melbourne, FL 32935	254-1347(h)	November 10, 2008 - November 9, 2011 3-year term
Darlene Smith P.O. Box 362214 Melbourne, FL 32936-2214	259-7201(h) 723-1010(b)	July 11, 2009 - July 10, 2012 3-year term
Thomas V. Belanger 507 Melbourne Avenue Melbourne, FL 32901	723-5174(h) 674-7463(b)	July 14, 2009 - July 10, 2012 Unexpired 3-year term
Ronald Strandjord 635 Floyd Bennett Drive Melbourne, FL 32901	373-4782	July 11, 2009 - July 10, 2012 3-year term

LEISURE SERVICES DIRECTOR

Mary Ann Bowman  
757-7127  
E-mail: [leisure@melbourneflorida.org](mailto:leisure@melbourneflorida.org)

RECORDING SECRETARY:

Barbara Smith  
757-7127

## BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE

9 members

3-year terms assigned to 6 members appointed by Council

Reference City Code, Sections 2-96 through 2-101; 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.

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 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 represent the Melbourne Garden Club, Inc., one member shall be appointed by the Melbourne-Palm Bay Area Chamber of Commerce who must be either a resident or property owner in the City, one member shall be appointed by Keep Brevard Beautiful, Inc., who must be either a resident or property owner in the City and six (resident) members shall be appointed by the City Council.

Five members of the committee constitute a quorum.

Meetings are held on the second Wednesday of each month, 8:30 a.m., at a local park or in the Council Chamber of City Hall.

\*BUILDING BOARD OF ADJUSTMENT AND APPEALS

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
<u>ARCHITECT SEAT</u>		
Len Fallen, Vice Chairman 1701 Bryan Street Melbourne, FL 32901	984-0919(h)	July 28, 2008 - July 27, 2012 4-year term
<u>ENGINEER SEAT</u>		
Clayton A. Bennett, Chairman 2739 Majestic Avenue Melbourne, FL 32934	253-4519(h) 622-4462(b)	July 28, 2009 - July 27, 2013 4-year term
<u>BUILDING CONTRACTOR SEAT</u>		
David Wickham 1770 Highland Avenue Melbourne, FL 32935	254-0355(h) 254-5180(b)	July 28, 2008 - July 27, 2012 4-year term
<u>MEMBER AT LARGE (BUILDING INDUSTRY)</u>		
Cris Patterson 1600 Avocado Avenue Melbourne, FL 32935	259-4434(h)	July 28, 2009 - July 27, 2013 4-year term
<u>MEMBER AT LARGE (PUBLIC)</u>		
Richard Ott 1601 S. Pine Street Melbourne, FL 32901	723-0625(h)	July 28, 2009 - July 27, 2013 4-year term
<u>ALTERNATE MEMBERS (2)</u>		
Paul Kreul 3235 Brentwood Lane Melbourne, FL 32934	254-3536	December 14, 2009 - December 13, 2011 2-year term
Thomas Bergin 2636 Locksley Road Melbourne, FL 32935	254-6699(h)	December 14, 2009 - December 13, 2011 2-year term
<u>CODE COMPLIANCE DIRECTOR</u>		
Al Beyer	674-5701/5702 E-mail: <a href="mailto:codecompliance@melbourneflorida.org">codecompliance@melbourneflorida.org</a>	
<u>RECORDING SECRETARY</u>		
Kathy Metz	953-6252	

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

## BUILDING BOARD OF ADJUSTMENT AND APPEALS

5 regular members, 4-year terms  
2 alternate members, 2-year terms

Reference Florida Building Code (Sec. 105) and the City Code (Appendix D, Article VIII, Sec. 13.143); Resolution No. 87; Ordinance No. 79-77; Resolution No. 580; Ordinance No. 88-07; and Ordinance No. 2001-10.

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 hears appeals of decisions and interpretations of the Building Official and considers variances of the technical codes. The board shall meet within 30 calendar days after a notice of appeal has been received.

The board shall, whenever possible, be composed of one architect, one engineer, one member at large from the building industry, one building contractor and one member at large from the public. To the greatest extent possible, the board membership shall include individuals who have expertise in fire safety standards.

A simple majority of the board shall constitute a quorum. In varying any provision of the Florida Building Code, the affirmative vote of the majority present, but not less than three affirmative votes, shall be required. In modifying a decision of the Building Official, not less than four affirmative votes, but not less than a majority of the board, shall be required. In the event the regular members are unable to attend a meeting, the alternate members, if appointed, shall vote.

The Building Official shall act as secretary of the board and shall make a detailed record of all of its proceedings, which shall set forth the reasons for its decision, the vote of each member, the absence of a member and any failure of a member to vote.

Any person aggrieved by a decision made by this board has recourse through the courts as provided by the Florida State Statutes.

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.

The board meets upon request in the Council Chamber.

BUILDING AND CONSTRUCTION ADVISORY COMMITTEE

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Ronald R. Marcucci 735 Sanderling Drive Indialantic, FL 32903	773-9984(h) 951-6074(b)	May 27, 2007 - May 26, 2010 3-year term
Vaughn D. Holeman, Vice Chairman 4545 Deerwood Trail Melbourne, FL 32934	254-7180(h) 768-7887(b)	May 27, 2007 - May 26, 2010 3-year term
Tom Luce 1707 S. Stockton Street Melbourne, FL 32901	725-9979(h)	May 27, 2009 - May 26, 2012 3-year term
John Wayne Black 2500 Manorwood Drive Melbourne, FL 32901	951-0488(h) 725-2183(b)	May 27, 2009 - May 26, 2012 3-year term
Shea S. Shannon, Chairman 1015 Venetian Drive, Unit 102 Melbourne, FL 32904	772-532-2148	May 27, 2008 - May 26, 2011 3-year term
Dennis E. Bonny 815 Thomas Barbour Drive Melbourne, FL 32935	242-6926(h) 633-1000(b) Ext. 465	May 27, 2008 - May 26, 2011 3-year term
Richard P. Contreras 3022 St. Helen's Way Melbourne, FL 32935	242-6350(h) 951-6431(b)	August 9, 2009 – August 8, 2012 3-year term
<u>SECRETARY/ADVISOR</u>		
Al Beyer, Code Compliance Director	953-6252 E-mail: <a href="mailto:codecompliance@melbourneflorida.org">codecompliance@melbourneflorida.org</a>	
<u>RECORDING SECRETARY</u>		
Kathy Metz	953-6252	

## BUILDING AND CONSTRUCTION ADVISORY COMMITTEE

7 members, 3-year terms

Reference City Code, Section 2-164; Resolution No. 920; Ordinance No. 86-35; Ordinance No. 94-41; and Ordinance No. 97-39; Ordinance No. 2008-10 transferred the duty to review any codes or regulations having an impact on the cost of housing from the Building and Construction Advisory Committee to the Affordable Housing Advisory Committee.

The committee assists the City Council and staff with the development and adoption of codes, ordinances, resolutions, policies and administrative regulations necessary to provide safe, sound and attractive residential, institutional and commercial buildings and structures. The committee is responsible for making recommendations to the City Council and staff for improvements in construction standards and practices utilized in the City and such other matters related to building construction as the City Council, staff or the committee deems appropriate.

No recommendation of the committee shall be binding on the City Council, staff or other City boards and committees and the City Council shall retain final authority and power to make binding decisions concerning adoption, repeal, alteration or amendment of the various codes, ordinances, resolutions, policies and administrative regulations which the committee has reviewed or been directed to review.

The committee shall consist of seven persons including, but not limited to, general contractors, residential contractors, architects or civil engineers, building trades contractors, land developers, building materials suppliers, individuals actively engaged in the banking or mortgage banking industry, real estate professionals, and housing consumers. The City Council shall attempt to achieve, to the maximum extent possible, the broadest representation from these categories.

The City's Building Official or his/her designee shall serve as secretary/advisor of the committee in a non-voting capacity. Four members of the committee shall constitute a quorum.

The committee meets upon request in the Council Chamber, City Hall.

CITIZENS' ADVISORY BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Claudette Merchant 214 Crown Boulevard Melbourne, FL 32901	427-6287(h) 434-7455(b)	October 24, 2006 - November 11, 2009 Unexpired term plus 3-year term
Dale Haynes 3306 Meadowridge Drive Melbourne, FL 32901	984-5486(h)	November 12, 2007 - November 11, 2010 3-year term
Eva Mills 1314 East Baker Drive Melbourne, FL 32901	723-7329(h)	January 13, 2009 - November 11, 2012 Unexpired term plus 3-year term
Yvonne Minus, Vice Chairman 3111 Swift Street Melbourne, FL 32901	591-7054(h) 727-4655(b)	November 12, 2008 - November 11, 2011 3-year term
Catherine Halverson 2007 Bignonia Street Melbourne, FL 32901	768-0752(h)	April 28, 2009 - November 11, 2009 Unexpired 3-year term
E. Rhodie Humbert, Chairman 1210 Sun Circle W. Melbourne, FL 32935	242-8833(h) 729-2150(b)	November 12, 2007 - November 11, 2010 3-year term
Eric V. Ellebracht 1948 Tyler Avenue Melbourne, FL 32935	254-5340(h)	March 1, 2008 - November 11, 2009 Unexpired 3-year term

ALTERNATE MEMBERS (2)

Annette L. Stimpson 612 Palmetto Avenue Melbourne, FL 32901	723-1656(h) 890-6713(c)	January 13, 2009 - November 11, 2010 Unexpired 3-year term
Alethea Kluver-Williams 2917 Stetson Street Melbourne, FL 32901	693-3548(h)	April 28, 2009 - November 11, 2010 Unexpired 3-year term

HOUSING AND COMMUNITY DEVELOPMENT DIRECTOR

Melinda Thomas  
674-5734  
E-mail: [housingcdbg@melbourneflorida.org](mailto:housingcdbg@melbourneflorida.org)

RECORDING SECRETARY

Alta Freson  
674-5734

## CITIZENS' ADVISORY BOARD

7 members and 2 alternates; 3-year terms

Reference City Code, Sections 2-116 through 2-120; 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 2-75 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'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 7:30 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> Bennie J. Hopkins, Sr.		November 12, 2007 - November 11, 2010 3-year term
<u>BUSINESS PERSON SEAT</u> James P. Teele, Chairman		October 15, 2008 - October 14, 2011 3-year term
<u>ENGINEER SEAT</u> Thomas J. Saam		March 11, 2008 - October 14, 2011 Unexpired term plus 3-year term
<u>GENERAL CONTRACTOR SEAT</u> Ralph Durham		October 28, 2008 - October 14, 2011 Unexpired 3-year term
<u>REALTOR SEAT</u> Lorna D. King, Vice-Chairman		October 15, 2009 - October 14, 2012 3-year term
<u>ARCHITECT SEAT</u> R. Dave Kaufmann		October 15, 2009 - October 14, 2012 3-year term
<u>MEMBER-AT-LARGE SEAT</u> Christopher M. Nelson		September 24, 2009 - August 27, 2012 Unexpired 3-year term
<u>ALTERNATE MEMBERS (2)</u> Anna M. Cook		October 28, 2008 - July 8, 2011 Unexpired 3-year term
Peter O. Frink		September 24, 2009 - July 8, 2011 Unexpired 3-year term
<u>ATTORNEY</u> Alison Dawley	674-5816	
<u>CODE COMPLIANCE DIRECTOR</u> Al Beyer	953-6358	
<u>RECORDING SECRETARY</u> Jade Bell	953-6358/E-mail: <a href="mailto:codecompliance@melbourneflorida.org">codecompliance@melbourneflorida.org</a>	

\*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. 10/14/2009)

## CODE ENFORCEMENT BOARD

7 members and 2 alternates, 3-year terms

Reference City Code, Sections 2-131 through 2-134; Chapter 162, Florida Statutes; Ordinance Numbers 80-51, 82-32, 85-74, 90-31 and 96-40.

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 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, Secretary 900 E. Strawbridge Avenue Melbourne, FL 32901	255-4600(b)	September 3, 2008 - September 2, 2010 2-year term
<u>FIREMAN</u> Marty Rethwisch, Chairman 900 E. Strawbridge Avenue Melbourne, FL 32901	255-4600(b)	September 3, 2009 - September 2, 2011 2-year term
<u>RESIDENT</u> Gary R. Ford 3936 St. Armens Circle Melbourne, FL 32934-8354	255-9418(h)	October 1, 2008 - September 30, 2010 2-year term
<u>RESIDENT</u> Douglas Taylor 1727 Sienna Drive Melbourne, FL 32934	243-2744(h)	October 1, 2008 - September 30, 2010 2-year term
<u>FIFTH MEMBER</u> Timothy E. Olsen, Sr. 5895 Brabrook Avenue Grant-Valkaria, FL 32949	432-5563	August 11, 2009 - June 9, 2011 Unexpired 2-year term
<u>BOARD ATTORNEY</u> H. Scott Christiansen 63 Sarasota Center Blvd. Suite 107 Sarasota, FL 34240	941/377-2200	
<u>RECORDING SECRETARY</u> Jennifer Chase	608-7030 E-mail: <a href="mailto:finance@melbourneflorida.org">finance@melbourneflorida.org</a>	

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

FIREFIGHTERS' PENSION PLAN  
BOARD OF TRUSTEES

5 members, 2-year terms

Reference Chapter 23, City Code, and Chapter 175, State Statutes.

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 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> John R. Kerekes, Secretary 3829 St. Armens Circle Melbourne, FL 32934-8353	242-3096(h)	October 22, 2009 - October 21, 2011 2-year term
<u>RESIDENT</u> Christopher R. Steele 1194 White Oak Circle Melbourne, FL 32934	698-9294(h)	October 22, 2009 - October 21, 2011 2-year term
<u>PLAN MEMBER</u> Christine Brown, Chairman Water Production 900 E. Strawbridge Avenue Melbourne, FL 32901	255-4622(b)	September 2, 2008 - November 28, 2010 Unexpired term plus 2-year term
<u>PLAN MEMBER</u> Rose Yeary Melbourne Police Department 701 Babcock Street Melbourne, FL 32901	409-2270(b)	September 2, 2008 - November 28, 2010 Unexpired term plus 2-year term
<u>FIFTH MEMBER</u> Lisa Brown, Vice Chairman 830 North Apollo Boulevard Melbourne, FL 32935	953-6229(b)	February 22, 2009 - February 21, 2011 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: <a href="mailto:finance@melbourneflorida.org">finance@melbourneflorida.org</a>	

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

GENERAL EMPLOYEES' PENSION PLAN  
BOARD OF TRUSTEES

5 members; two-year terms

Reference Chapter 23, City Code; Ordinance Numbers 95-61, 96-67, and 98-38.

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>
Eric Martin 1871 Talloak Road Melbourne, FL 32935	684-9189(h) 549-0122(b)	December 9, 2008 - November 8, 2011 Unexpired 3-year term
Penny Goode 2617 Bernice Court Melbourne, FL 32935	254-2924(h)	November 9, 2008 - November 8, 2011 3-year term
Robert J. Paquette 301 Holly Lane Melbourne, FL 32901	727-1804(h)	November 9, 2007 - November 8, 2010 3-year term
L. Paul Murray Apartment 411 2245 Golf Isle Drive Melbourne, FL 32935	254-2379(h)	May 22, 2007 - November 8, 2010 Unexpired term plus 3-year term
Jack W. Bryant 3170 Turtle Mound Road Melbourne, FL 32934	259-9139(h) 253-0541(b)	November 9, 2006 - November 8, 2009 3-year term
Gubbi S. Sachidanandan, Vice-Chairman 3001 Thrush Drive, #125 Melbourne, FL 32935	242-8311(h)	November 9, 2006 - November 8, 2009 3-year term
John J. Francey, Chairman P.O. Box 360843 Melbourne, FL 32936-0843	254-3340(h) 494-1931(b)	November 9, 2006 - November 8, 2009 3-year term
<u>SECRETARY</u> Robert Nachreiner Golf Director	255-4630 E-mail: melgolf@melbourneflorida.org	
<u>RECORDING SECRETARY</u> Barbara Smith	255-4608	
Mallards Landing Golf Course	255-4606	
Crane Creek Reserve Golf Course	674-5716	

## GOLF COURSES ADVISORY BOARD

7 members, 3-year terms

Reference Sections 2-172 through 2-172.4, City Code; Ordinance No. 93-45 established the board; Ordinance No. 2005-30 provided that the Leisure Services Director or his/her designee shall serve as secretary to the board and that the board shall meet quarterly.

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. The Leisure Services Director or his/her designee shall serve as secretary of the board.

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, 6:30 p.m., City Council Chamber.

## HISTORIC PRESERVATION BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Yolanda F. Schofield 725 Port Malabar Boulevard NE, #308 Palm Bay, FL 32905	728-1543(h)	August 26, 2008 - September 4, 2011 Unexpired term plus 3-year term
Diane D. Barile, Chairman 1809 Riverview Drive Melbourne, FL 32901	726-8171(h) 727-8096(b)	September 5, 2008 - September 4, 2011 3-year term
Thomas Funk, Vice Chairman 360 Indian Mound Drive Melbourne Beach, FL 32951	427-6795(h)	September 5, 2008 - September 4, 2011 3-year term
Jennifer Jackson 675 Old Oak Street Melbourne, FL 32935	258-7796(h) 254-0688(b)	September 5, 2009 - September 4, 2012 3-year term
Theresa F. Bryant 1759 Highland Avenue Melbourne, FL 32935	254-3093(h)	September 5, 2009 - September 4, 2012 3-year term
David Shriver 1210 Island Avenue NW Palm Bay, FL 32907	(616) 217-6374	July 14, 2009 - September 4, 2012 Unexpired term plus 3-year term
Charles B. Poe 2004 Tyler Avenue Melbourne, FL 32935	806-0792(h)	September 5, 2009 - September 4, 2012 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
David P. Godwin 204 Freddie Street Indian Harbour Beach, FL 32937	779-0006(h)	September 5, 2009 - September 4, 2012 3-year term
Elizabeth D. Boscovich 6060 Brabrook Avenue Grant-Valkaria, FL 32949	409-2516(h)	July 14, 2009 - September 4, 2012 Unexpired term plus 3-year term
<u>HISTORIC PRESERVATION OFFICER</u>		
Tracy Crowe, President Land Design Innovations, Inc. 140 North Orlando Avenue, #295 Winter Park, FL 32789	(407) 975-1273	
<u>ECONOMIC REDEVELOPMENT COORDINATOR</u>		
Doug Dombroski	608-7510 E-mail: p&z@melbourneflorida.org	
<u>RECORDING SECRETARY</u>		
Angela Howard	608-7500	

(Rev. 10/14/2009)

## HISTORIC PRESERVATION BOARD

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

\*The initial term of three members shall be two years and thereafter shall be three years.

Reference Chapter 10, Article XI, City Code; Ordinance No. 2006-30 established this board; Resolution No. 2041 adopted official rules of procedure.

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.

Reference Section 10-228, City Code, for specific duties. The board is vested with the power, authority and jurisdiction to recommend local historic designations, regulate and administer historical, cultural, archaeological and architectural resources in the City. Members should have personal or professional interest or experience in historic restoration and preservation. To the extent practicable, the City Council shall include professional members in the field of architecture, architectural history, landscape architecture, archaeology, history, real estate, land use and historic preservation planning, general or building contracting or cultural anthropology.

Whenever possible members of the board shall be a resident of the City of Melbourne. However, to meet state Certified Local Government guidelines, members shall not be required to meet the residency requirements as outlined in Section 2-76 of the City Code.

Prior to the appointment of any member, the City shall publish a notice concerning the opening in a newspaper to solicit qualified and interested individuals. Vacancies shall be filled within 60 days, except that an extension of 60 additional days may be requested of the State Historic Preservation Office in accordance with the rules of the Certified Local Government program. Appointments will be made by the City Council after a recommendation has been made by the Historic Preservation Officer.

A majority of the full board shall constitute a quorum. In all instances, a fully constituted board must be present at the hearing of an historic district designation, and a positive recommendation will require a 6/7-majority vote. An affirmative vote equal to the majority of the full board shall be necessary for the adoption of any motion. Any member who abstains from voting due to a conflict of interest shall not be considered as part of the full membership for that vote.

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. In the event that six regular members are present and voting 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 board for the longest period of time, regardless of whether that service is interrupted.

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 appropriateness and tax exemptions are quasi judicial matters considered by this board.

The board shall hold a minimum of eight regular meetings per year. Meetings are held in the Council Chamber of City Hall on the third Tuesday of each month at 5:30 p.m.

LIBRARY BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Charlotte Friedland 2411 S. Lee Avenue Melbourne, FL 32901	723-2669(h)	December 3, 2005 - December 2, 2010 5-year term
Nancy B. Dillen, Chairman 1403 Pineapple Avenue Melbourne, FL 32935	259-6907(h)	April 10, 2007 - December 2, 2009 Unexpired 5-year term
Thomas L. Urquhart, 2411 Parsons Avenue Melbourne, FL 32901	723-8947(h)	December 3, 2004 - December 2, 2009 5-year term
Judith Davis, Vice Chairman 851 Peregrine Drive Melbourne, FL 32903	779-1008(h)	December 3, 2006 - December 2, 2011 5-year term
Janet Sullivan 316 Princeton Avenue Melbourne, FL 32901	725-9140(h)	December 3, 2007 - December 2, 2012 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>		
Estella Edwards, Director 955 E. University Boulevard Melbourne, FL 32901	952-4511	

## LIBRARY BOARD

5 members, 5-year terms

Reference Sections 2-146 through 2-152, 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 2-75 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 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 each month, 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, 2007 - February 22, 2010 3-year term
Hazel Buggs, Vice-Chairman 805 E. Davis Street Melbourne, FL 32901	794-4623(h)	February 23, 2008 - February 22, 2011 3-year term
Wendy Brandon 103 Lansing Island Drive Indian Harbour Beach, FL 32937	779-4477(h) 409-5413(b)	February 23, 2008 - February 22, 2011 3-year term
Gerry Smith 400 Rio Casa Drive, South Indialantic, FL 32903	773-1948(h) 724-2201(b)	February 23, 2008 - February 22, 2011 3-year term
Patricia Nichols 331 Arcadia Court Melbourne, FL 32901	728-1069(h) 308-0625(b)	February 23, 2009 - February 22, 2012 3-year term
Rita L. LoPresti 520 Bay Circle Indian Harbour Beach, FL 32937	773-6446(h) 725-0270(b)	February 23, 2009 - February 22, 2012 3-year term
Nora Jo Rees 2983 Ontario Circle W. Melbourne, FL 32935	259-5977(h) 951-9030(b)	February 23, 2009 - February 22, 2012 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
LeAnn Smithson 2310 S. Bignonia Street Melbourne, FL 32901	952-0361(h) 723-4547(b) X-101	July 27, 2008 - July 26, 2011 3-year term
JoAnn Davis 402 Thrush Drive Satellite Beach, FL 32937	626-5929(h) 722-3522(b)	February 24, 2009 - September 20, 2011 Unexpired 3-year term

ECONOMIC REDEVELOPMENT COORDINATOR

Doug Dombroski  
608-7510  
E-mail: p&z@melbourneflorida.org

RECORDING SECRETARY

Angela Howard  
608-7500

NONVOTING EX-OFFICIO MEMBERS

City Manager  
City Planner

MELBOURNE DOWNTOWN COMMUNITY REDEVELOPMENT  
AGENCY ADVISORY COMMITTEE

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

Reference Chapter 10, Article II, 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.

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 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 and northern expansion area will expire in 2022 and the southern expansion area will expire in 2031. When the assessed valuation of all areas exceeds 10 times its original base year valuation, 50% of the revenue for a year produced by the assessed valuation exceeding that threshold will be returned to the taxing authorities contributing said funds.

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	779-4477(h) 409-5413(b)	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 Careywood Drive Melbourne, FL 32934	242-8153(h) 723-5740(b)	Until successor appointed
<u>MELBOURNE AIRPORT AUTHORITY SEAT</u>		
Larry W. Wuensch 1002 Springfield Court Rockledge, FL 32955	723-6227 Ext. 211	Until successor appointed
<u>ECONOMIC DEVELOPMENT COMMISSION OF FLORIDA'S SPACE COAST SEAT</u>		
Elizabeth Huy 597 Haverty Court, Suite 100 Rockledge, FL 32955	638-2000 Ext. 15	Until successor appointed
<u>PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT SEAT</u>		
Cindy Dittmer Planning and Economic Development Director	608-7500	Until successor appointed
<u>MEMBER APPOINTED BY CITY COUNCIL</u>		
Ralph Lee Garner, Jr. 145 Bry Lynn Drive West Melbourne, FL 32904	537-3030(h) 723-3352(b)	August 25, 2009 – August 24, 2012 3-year term
<u>RECORDING SECRETARY</u>		
Kathy Lee	608-7507	

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 Chapter 2, Section 2-172.9, City Code; Ordinance No. 2009-24 established the board; Resolution No. 3017 establishes the Melbourne Economic Enhancement District (MEED).

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 City's MEED was established in accordance with the Brownfield Redevelopment Act (Sections 376.77 through 376.85). The statutes require 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 Planning and Economic 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 2-76, 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 Planning and Economic 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>
Donna Humbert, Vice Chairman 1210 Sun Circle W Melbourne, FL 32935	242-8833(h)	December 13, 2007 - December 12, 2011 4-year term
<u>PUBLIC HOUSING TENANT (1)</u>		
Thomas P. Regan 390 Fitness Circle, #5 Melbourne, FL 32901	525-0776(h)	December 11, 2007 - December 8, 2009 Unexpired 4-year term
Joan E. Madden 1858 Quail Trail Melbourne, FL 32935	254-2208(h)	December 9, 2008 - December 8, 2012 4-year term
Greg K. Jones, Chairman 2721 Golf Lake Circle, #1721 Melbourne, FL 32935	242-3444(h) 255-9111(b)	January 9, 2007 - December 8, 2010 Unexpired 4-year term
Judith Doyle 4106 Mount Carmel Lane Melbourne, FL 32901	725-3128(h)	December 9, 2005 - December 8, 2009 4-year term
Michael L. Bean, Interim Chief Executive Officer Brevard County Housing Authority 615 Kurek Court Merritt Island, FL 32953	452-5331, Ext. 10	

## 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, 1686 Marywood Road, 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, 2009 - June 11, 2011 2-year term
Gene H. Davis, Vice Chairman 851 Peregrine Drive Indialantic, FL 32903	779-1008(h)	June 12, 2009 - June 11, 2011 2-year term
Richard Hester 1101 S. Orlando Avenue Cocoa Beach, FL 32931	799-9342(h) 259-5649(b)	March 24, 2009 - June 11, 2011 Unexpired term plus 2-year term
Link Johnsten 1490 Highland Avenue Melbourne, FL 32935	259-4415(h) 254-2584(b)	June 12, 2009 - June 11, 2011 2-year term
Ralph Sanders 101 Barton Avenue Rockledge, FL 32955	636-4771(h) 255-3331(b)	June 12, 2008 - June 11, 2010 2-year term
Rick L. Dillen 1403 Pineapple Avenue Melbourne, FL 32935	259-6907(h)	June 12, 2008 - June 11, 2010 2-year term
Priscilla Clendenin 1620 Pineapple Avenue Melbourne, FL 32935	254-8926(h)	March 24, 2009 - June 11, 2010 Unexpired 2-year term
<u>ALTERNATE MEMBERS (2)</u>		
Mitch Evander 832 Sanderling Drive Melbourne, FL 32903	223-2028(h) 727-9316(b)	March 24, 2009 - June 11, 2011 Unexpired term plus 2-year term
Robert L. Henry 1736 Pineapple Avenue Melbourne, FL 32935	254-1347(h)	March 24, 2009 - June 11, 2010 Unexpired 2-year term
<u>PLANNER</u>		
Doug Dombroski	608-7510 E-mail: ddombroski@melbourneflorida.org	
<u>RECORDING SECRETARY</u>		
Angela Howard	608-7500	

OLDE EAU GALLIE RIVERFRONT COMMUNITY REDEVELOPMENT  
AGENCY ADVISORY COMMITTEE

7 regular members and 2 alternate members  
2-year terms

Reference Section 10-204, 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.

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 will expire in 2025.

The committee meets the second Thursday in February, April, June, August, October and December, 8:00 a.m., Eau Gallie Civic Center.

\*PLANNING & ZONING BOARD

<u>MEMBER</u>	<u>PHONE</u>	<u>TERM OF OFFICE</u>
Joshua S. Norcross 2617 S. Fairway Drive Melbourne, FL 32901	752-8449(b)	April 24, 2007 - December 12, 2010 Unexpired term plus 3-year term
Glen Outlaw, Vice-Chairman 3082 Rio Baya Indialantic, FL 32903	773-2018(h) 254-2188(b)	December 3, 2006 - December 2, 2009 3-year term
Donald W. Laird 335-60 Paradise Boulevard Melbourne, FL 32903	779-0572(h) 254-1173(b)	December 3, 2006 - December 2, 2009 3-year term
Noel Droor 2333 Brookside Drive Indialantic, FL 32903	777-7788(h) 253-8233(b)	December 13, 2007 - December 12, 2010 3-year term
Alan King, Chairman 1121 Sunny Point Drive Melbourne, FL 32935	242-8531(h) 723-3664(b)	December 3, 2008 - December 2, 2011 3-year term
Nathaniel Clement 132 Oak Lake Road Melbourne, FL 32901-8642	726-0067(h)	December 3, 2006 - December 2, 2009 3-year term
Edward P. Coruzzi 3622 Osceola Drive Melbourne, FL 32901	728-1732(h)	December 3, 2008 - December 2, 2011 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
Kathy S. Chambers 3040 Clearlake Drive, #3 Melbourne, FL 32935	751-0874(h) 727-5814(b)	January 25, 2009 - January 24, 2012 3-year term
Bruce A. Waters 1934 Quail Trail Melbourne, FL 32935	253-1135(h) 633-2012(b)	January 25, 2009 - January 24, 2012 3-year term
<u>BREVARD COUNTY SCHOOL BOARD REPRESENTATIVE (1)</u>		
Loretta Goggin 3071 Pineda Crossing Drive Melbourne, FL 32940	259-2918(h) 634-6378(b)	Appointed by the School Board on April 12, 2005
<u>ATTORNEY</u>		
Suzanne Crockett	608-7240	
<u>PLANNING</u>		
Planning & Zoning Administrator Cheryl Dean	608-7509 E-mail: p&z@melbourneflorida.org	
<u>RECORDING SECRETARY</u>		
Kathy Lee	608-7507	

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

(Rev. 10/14/2009)

## PLANNING AND ZONING BOARD

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

Reference Section 2-157, City Code, and Appendix B, Article IX; Resolution No. 12; and Ordinance Nos. 75-05 and 93-57.

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 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 this 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 proposed change of the permitted use of any specifically designated 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 table outlined in Appendix B, Article IX, Section 6(B), Zoning Code.

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. See Appendix D for description of what constitutes proper disclosure.

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 Blvd. Melbourne, FL 32935	409-2220	March 5, 2009 - June 1, 2011 Unexpired term plus 2-year term
<u>POLICE OFFICER</u> Robert Walters, Secretary 650 N. Apollo Boulevard Melbourne, FL 32935	409-2251	February 25, 2008 - February 24, 2010 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(h)	October 1, 2008 - September 30, 2010 2-year term
<u>RESIDENT</u> Vacant		September 30, 2010 Unexpired 2-year term
<u>FIFTH MEMBER</u> Janice K. Hill, Chairman 1103 Balmoral Way Melbourne, FL 32940	676-0300(b) 727-2582(h)	November 1, 2008 - October 31, 2010 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: <a href="mailto:finance@melbourneflorida.org">finance@melbourneflorida.org</a>	

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

POLICE OFFICERS' RETIREMENT TRUST FUND  
BOARD OF TRUSTEES

5 members, 2-year terms

Reference Section 23-103, City Code, and Chapter 185, State Statutes.

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 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>
John Workman 401 Amherst Avenue Melbourne, FL 32901	723-5015(b)	December 3, 2007 - December 2, 2010 3-year term
James G. Taylor 2536 Post Road Melbourne, FL 32935	259-0895(h) 638-4488(b)	December 9, 2008 - December 2, 2011 Unexpired 3-year term
Brenda Burgener 2218 Woodlawn Circle Melbourne, FL 32934	254-5190(h) 434-7172(b)	December 3, 2007 - December 2, 2010 3-year term
Charles Jackson 2638 S. Harbor City Blvd. Melbourne, FL 32901	724-0030(h) 727-2533(b)	December 3, 2006 - December 2, 2009 3-year term
Peter Kostrzewa, Vice Chairman 2852 Snead Court Melbourne, FL 32935	254-1572(h) 727-2660(b) X-125	December 3, 2008 - December 2, 2011 3-year term
Edward F. Kasold, Jr., Chairman 2383 Brookside Way Indialantic, FL 32903	777-5890(h)	December 3, 2008 - December 2, 2011 3-year term
Dale Young 2401 Dairy Road Melbourne, FL 32904	951-8370(b)	December 3, 2006 - December 2, 2009 3-year term
<u>ALTERNATE MEMBERS (2)</u>		
Thomas J. Herbert 1231 Garfield Street Melbourne, FL 32935	298-4862(h)	August 12, 2008 - December 26, 2010 Unexpired 3-year term
Tammy Sandberg 2983 St. Helen's Way Melbourne, FL 32935	253-1271(h)	January 13, 2009 - December 26, 2010 Unexpired 3-year term
<u>ATTORNEY</u>		
Alison Dawley	608-7240	
<u>PLANNING</u>		
Planner Jeffrey Higgins	608-7508 E-mail: p&z@melbourneflorida.org	
<u>RECORDING SECRETARY</u>		
Debbie Cote	608-7502	
<u>EX-OFFICIO MEMBER</u>		
Chairman, Planning/Zoning Board		

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

## ZONING BOARD OF ADJUSTMENT

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

Reference Section 2-173, City Code, Article IX, Section 7, Appendix B, and Section 8.04(6), City Charter.

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 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 Chapters 25, 27 or Appendices B, C, 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.

Any person aggrieved by any decision of the board may present to a circuit court a petition for issuance of writ of certiorari setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality in the manner and within the time provided by the Florida Appellate Rules.

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 Harry Goode

November 9, 2004

(On 2/13/2007 the City Council designated that the Council Member serving as the Vice Mayor each year shall 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**

Florida League of Mayors – Mayor Goode  
Advocacy Committee – Mayor Goode  
Federal Action Strike Team – Mayor Goode  
Growth Management and Transportation Committee – Kathy Meehan  
Intergovernmental Relations Committee – Joanne Corby

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

City is trustee member represented by  
Council Member Kathy Meehan

November 9, 2004

(The initial trustee membership was approved in March 1995)

**SPACE COAST LEAGUE OF CITIES**

Voting Delegate – John Thomas  
Alternate Voting Delegate – Mike Nowlin

November 12, 2008

November 12, 2008

Intergovernmental Committee – Joanne Corby, representative member  
Intergovernmental Committee – Mark LaRusso, alternate member

April 28, 2009

April 28, 2009

Meets the second Monday of each month. Melbourne has five votes based on population.

**BOARD/COMMITTEE**

**DATE APPOINTED**

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

Council Members:

Mark LaRusso	November 12, 2008
Kathy Meehan	November 14, 2006
Joanne Corby	November 14, 2006

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

Technical Advisory Committee (TAC):

Member Howard Ralls	January 2006
Alternate (Vacant)	

Citizens Advisory Committee (CAC): Jim Brown, Karen Garavaglia, and Greg Jones

**WATER SYSTEM ADVISORY BOARD**

(Reference 5/24/94 Council minutes)

Mayor Harry Goode	November 9, 2004
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**WICKHAM PARK ADVISORY COMMITTEE**

At the March 25, 2008 meeting, Council approved designating the District 1 Council Member as the City's representative on the committee. The item will return to Council if the District 1 Council Member does not wish to or is not able to serve.