

MAYOR
Hal J. Rose

DEPUTY MAYOR
John Dittmore

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



CITY HALL
2240 Minton Road
West Melbourne, FL 32904
Phone: (321) 837-7774
Fax: (321) 768-2390
www.westmelbourne.org

CITY COUNCIL REGULAR MEETING

MINUTES

February 4, 2020

1. CALL TO ORDER

Mayor Rose called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENT MEDITATION

Mayor Rose led the Pledge of Allegiance followed by a moment of silence.

3. ROLL CALL

Present: Mayor Hal Rose, Deputy Mayor John Dittmore, Council Members Pat Bentley, Barbara Smith, Andrea Young, Adam Gaffney, and Daniel Batcheldor.

Also present: City Manager Scott Morgan, City Attorney Morris Richardson, Deputy City Manager Keith Mills, Information Technology Director Tom Bradford, Human Resources Director Kimberly Gale, Police Chief Rick Wiley, Deputy Chief Rich Cordeau; Public Works Director Mark Piccirillo, Jacobs Project Manager Brian Mascher, City Clerk Cynthia Hanscom, and other members of the public.

4. PRESENTATIONS/PROCLAMATIONS/INTRODUCTIONS

Volunteer of the Year. Mayor Hal Rose presented the 2019 Volunteer of the Year award to Sandra Michelson. Ms. Michelson has served on several boards for the City including the Code Enforcement Board since 1995, the Citizens Advisory Board from 1991-1994, and on both the 2009 and 2019 Charter Review Committees.

5. PUBLIC HEARING

Vacation of Easement at Coastal Commerce Center. City Attorney Richardson presented a vacation of a public utility easement. He reminded Council that the Columbia Lane-Brandywine Lane Water Line Project had been approved by Council in December 2019 to provide water to the area west of I-95. The design for the water

main crossing will require obtaining a new easement south of the Audi automobile dealership. The property owner agreed to the new easement and asked that the older easement be vacated. He reported that the easement was of no value to the City and the utility service providers had been contacted with no objections.

Mayor Rose opened the public hearing. There being no comments, he closed the public hearing.

Council Member Bentley moved to adopt Resolution No. 2020-04 vacating an unnecessary easement on Tract G-5 of the Coastal Commerce Center. Deputy Mayor Dittmore seconded the motion, which passed unanimously.

6. PUBLIC FORUM

There were no comments from the public.

7. CONSENT AGENDA

Council Member Bentley moved to approve the following consent agenda. Council Member Gaffney seconded the motion, which passed with a 7-0 vote.

- Approve the City Council meeting minutes for Tuesday, January 21, 2020.
- Adopt Resolution No. 2020-01 accepting the dedication of water distribution system and sanitary sewer system for the Sawgrass Lakes Phase Five subdivision, and authorize the City Manager to sign the Bill of Sale
- Receive the First Quarter FY2019-2020 Budget Status Report.
- Approve the First Amendment to the Restated Interlocal Agreement for Creation of the Transportation Planning Organization and authorize the City Manager to sign on behalf of the City.

8. ACTION AGENDA

New Building Department Position. Human Resources Director Gale presented a proposal to add an Inspector III position to the Building Department. Building activity is ongoing and is not anticipated to slow down. Council is being asked to authorize a fourth inspector to alleviate the workload. The mid-year budgetary impact will be \$71,950, which includes salary, benefits, and the necessary vehicle. She was requesting that they adopt a resolution adding one additional Inspector III and increase the 2019-2020 Building Department budget.

Council Member Bentley asked about the recent resignation of a building department employee. City Manager Morgan stated that there had been a resignation that will need to be filled but they were also asking for a net increase in positions because of the

heavy workload. He reminded Council that the position would be paid through building department fees.

Council Member Gaffney moved to adopt Resolution No. 2020-03 approving one additional Inspector III position, increasing the number of authorized positions in the Building Department by one position, and increasing the 2019-2020 Building Department budget by \$71,950. Council Member Bentley seconded the motion, which passed unanimously.

Allocation of Transportation Impact Fees to Projects. City Manager Morgan presented a resolution for the allocation of transportation impact fees as part of the agreement with Brevard County. He reminded Council that the County had adopted a moratorium on transportation impact fees which was lifted on January 1, 2017. Since that time, the City has approximately \$4 million to allocate for improvements in the West Melbourne transportation system. The Brevard County Commission approved the list of projects that are included in the City's Capital Improvement Program.

City Manager Morgan reviewed the projects, which included:

- An allocation of \$581,000 for a warrant study, design engineering, and construction of a new traffic signal at the intersection of Hollywood Boulevard and Imagine Way.
- An allocation of \$400,000 for design engineering and construction of an additional eastbound lane on Norfolk Parkway as it approaches Minton Road.
- An allocation of \$85,000 for the purchase of right-of-way for the extension of Fell Road from its current terminus east to Dairy Road.
- An allocation of \$1,725,000 for design engineering and construction of the extension of Fell Road from its current terminus east to Dairy Road.
- An allocation of \$1,200,000 to complete the design engineering currently underway and to construct the extensions of Heritage Oaks Boulevard and Doherty Drive from Henry Avenue to Minton Road.

Deputy Mayor Dittmore moved to adopt Resolution No. 2020-02 approving development impact fee funding for roadway improvement projects, authorizing the Mayor to execute a Transportation Impact Fee Disbursement Agreement with Brevard County, and amending the 2019-2020 Capital Improvement Construction Fund budget. Council Member Gaffney seconded the motion, which passed 7-0.

Professional Engineering Task Order for Hollywood Boulevard and Imagine Way Intersection Signal and Street Improvements Project. Deputy City Manager Mills presented the professional engineering task order for the design of the traffic signal at Hollywood Boulevard and Imagine Way. Since the connection was made to Snicole Avenue, there has been a significant increase in traffic. The school, as well as the new apartments, will use the intersection on the west side of Hollywood. Bowman Consulting has provided the cost to complete the task order and will use sub-

consultants to do the traffic portion. This project will be coordinated with Brevard County's design plans for the widening of Hollywood Boulevard.

Mayor Rose asked if the warrants had been met to provide a traffic signal. Deputy City Manager Mills explained that a traffic engineer will perform a traffic warrant study which will determine the level of traffic at the intersection.

Mayor Rose also asked how long it would take to complete the project design. Deputy City Manager Mills predicted it would take about six months.

Council Member Young moved to authorize the City Manager to execute the professional engineering task order with Bowman Consulting for the Hollywood Boulevard and Imagine Way Intersection Signal and Street Improvement Project in the not-to-exceed amount of \$80,640. Council Member Gaffney seconded the motion, which passed 7-0.

9. CITY COUNCIL REPORTS

Deputy Mayor Dittmore commented on a recent bill that would allow carried concealed weapons for elected officials. He suggested formal training could be provided to elected officials by the Chief of Police and the City Attorney on the use of force.

Council Member Bentley asked about the \$50,000 in contributions listed under the general fund as part of the first quarter budget status report. City Manager Morgan explained that it was pledges provided in cash for Space Coast Field of Dreams. As part of the agreement with Space Coast Field of Dreams, multi-year pledges to the Space Coast Field of Dreams would be turned over to the City for maintenance and operation of the park.

Council Member Bentley also asked about the 1% of the 2020 projected revenues for the Recreation fund. City Manager Morgan explained that several projects proposed for 2020 would pay recreation fees, notably the Space Coast Town Center.

Council Member Bentley also asked about the 1% expended for the grant revenue for the Wastewater fund. City Manager Morgan stated that the City would be drawing down on that fund throughout the year as the Sylvan Septic-to-Sewer project was completed.

Council Member Bentley announced that he would not be attending the Space Coast League of Cities dinner hosted by the West Melbourne in March but encouraged other Council Members to attend.

Council Member Young reported there was no Transportation Planning Organization meeting in January but they did have a Metropolitan Planning Organization Advisory Council (MPOAC) meeting where they reviewed several bills before the legislature that are transportation related.

Council Member Smith had no report.

Council Member Batcheldor congratulated City staff on obtaining the \$2.27 million grant for drainage improvements for Melbourne Estates which would benefit the residents that had spoken before Council on drainage issues.

Council Member Gaffney had no report.

Mayor Rose reported he had attended the Civilian Military meeting where the General of Patrick Air Force Base had spoken on the renaming of the base to Patrick Space Force Base. He added that he had attended several middle schools for the Tied Together program, and the Melbourne Chamber installation dinner. He reported the kick-off for the Mayors' Fitness Challenge was held on Saturday, February 1, and many walking events were scheduled throughout the community. He reported the 4th Annual Mayor's Walk for West Melbourne would be Saturday, February 15 at 9:00 a.m. He also reported that the speaker at the Space Coast League of Cities dinner had spoken on encouraging children to read and had published a book entitled "The City That Talks." He encouraged all residents to read to children. He also reported that Lucky's Market would be closing but he did not know the future plans for the store. Mayor Rose asked staff to look at the flashing crosswalk sign on Doherty Drive at the entrance of Buena Vida estates to insure it is working correctly. Mayor Rose also reported the Promise Café and Bakery had a soft opening and would be keeping things simple to start.

City Manager Morgan reported on a fraud case where someone had gone up to a residence and asked for their utility payment. He reminded the public that City staff would never go door-to-door asking for payment and that all City employees are required to carry ID.

10. ADJOURNMENT

There being no further business, the meeting adjourned at 7:14 p.m.