

City of Melbourne, Florida
Minutes – Regular Meeting Before City Council
August 26, 2025

A regular meeting of the City Council was held in the City Council Chamber, 900 East Strawbridge Avenue, and was called to order at 6:36 p.m. by Mayor Paul Alfrey.

A. OPENING

1. The invocation was given by Rev. Dionne Hammond, First Church Melbourne.
2. Pledge of Allegiance
3. Roll Call

Present:

Paul Alfrey	Mayor
David Neuman	Vice Mayor, District 3
Marcus Smith	Council Member, District 1
Mark LaRusso	Council Member, District 2
Rachael Bassett	Council Member, District 4
Mimi Hanley	Council Member, District 5
Julie Kennedy	Council Member, District 6
Jenni Lamb	City Manager
Adam Conley	City Attorney
Kevin McKeown	City Clerk
Justice Stevens	Assistant City Clerk
Rebecca Thibert	Assistant to the City Manager

Absent:

Joan Junkala-Brown	Deputy City Manager (sick)
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4. Proclamations and Presentations

Mayor Alfey presented a proclamation declaring the month of September 2025 as “National Suicide Prevention Month” to Jeanette Gindling, CEO of Space Coast Health Foundation.

Mayor Alfrey also presented a Volunteer Milestone of Service Award to Edward Hart for five years of service as a volunteer advisory board member on the Citizens’ Advisory Board.

5. Approval of Minutes – August 12, 2025 Regular Meeting

Moved by Smith/Bassett for approval. Motion carried unanimously.

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6. City Manager's Report

City Manager Jenni Lamb reported that Veterans Day is now a city-observed holiday and the first regular City Council meeting in November falls on Veterans Day this year. She asked for Council direction on whether to hold the meeting as scheduled or to reschedule the meeting to another date. Following discussion, Council asked that the discussion of this item be continued at the first meeting in October for a decision to be made.

Additionally, Mrs. Lamb noted that the Joseph N. Davis Community Center will reopen for pickleball and basketball on Friday. Further, programs such as seniors at lunch and bone builders will return the week of September 8. She stated that a lot of work has gone into making this happen and thanked city staff and the representatives of the city's insurance company for making this happen so quickly.

Mayor Alfrey congratulated Shane Leech for his recent appointment as Interim Fire Chief.

7. Public Comments

JoAnne Danko, 1306 Jernigan Avenue, noted the topic of large group feedings was absent from the last meeting and is absent from tonight's meeting agenda. She noted that she reviewed the video of the last meeting and listened to the comments from the organizers of the large group feedings. She clarified that the concerns raised by her and her neighbors are not about the organization – the concerns are about the large group feeding ordinance, which in her opinion, is overdue for a review. She also commented on the homeless issue, which she is concerned about during the transition between the closure of Daily Bread and the construction of Providence Place.

Margo Pierce, 2506 Riverview Drive, referenced the hours that Riverview Park is available for large group feedings and asked that Council consider expanding the times that are available in the afternoon at the other parks on the current list. Additionally, she complained about the trash problems that have occurred at the park, but noted that during the last five Sundays, the organization appears to have picked up after themselves.

Following public comments, the Mayor requested that Item No. 13 be heard immediately following Item No. 8 on the agenda. There were objections from Council.

B. UNFINISHED BUSINESS

8. **Ordinance No. 2025-38:** (Second Reading/Public Hearing) An ordinance expanding the authority of the City of Melbourne Airport Authority; making

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findings; amending Chapter 12 of the City Code, entitled "Aviation;" amending Article V, "Airport Authority"; amending Section 12-142, "Authority and duties"; creating Section 12-148 "Acquisition of real property"; creating Section 12-149 "Disposition of real property". (Initiated by City Attorney) (First Reading - 8/12/2025)

City Attorney Adam Conley read the ordinance by its title and noted that the change to Sec. 12-148 referenced during the first reading has been made to the ordinance. The Mayor opened the public hearing. There were no comments from the audience.

Moved by Hanley/Bassett for approval of Ordinance No. 2025-38. The roll call vote was:

Aye: LaRusso, Bassett, Hanley, Kennedy, Smith, Neuman and Alfrey

Motion carried unanimously.

(At this point in the agenda, Council moved to consider Item No. 13.)

9. **Ordinance No. 2025-39:** (Second Reading/Public Hearing) An ordinance amending City Code, Chapter 20, Community Planning and Development and the Melbourne Downtown Community Redevelopment Agency (CRA) Plan to adopt updated CRA projects and programs. (P & Z Board - 7/17/2025) (First Reading - 8/12/2025)

Attorney Conley read the ordinance by its title. Community Development Director Cindy Dittmer noted that the changes requested during the first reading of the ordinance have been made to the ordinance.

The Mayor opened the public hearing. There were no comments from the audience.

Moved by Neuman/Bassett for approval of Ordinance No. 2025-39. The roll call vote was:

Aye: LaRusso, Bassett, Hanley, Kennedy, Smith, Neuman and Alfrey

Motion carried unanimously.

C. NEW BUSINESS

10. Task Order No. CHA 033 to the Continuing Contract for Professional Water and Wastewater Hydraulic Modeling and Permitting Consulting Services for Lake Washington Road Water Main Phase 2 Design Services, CHA Consulting, Inc., Winter Springs, FL - \$297,122.

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Public Works and Utilities Director Jennifer Spagnoli reported that currently, there is one 36-inch water main and one 20-inch water main that provides finished water to the distribution system. If one of the water mains has to be removed from service, normal flows and pressures cannot be maintained throughout the system. A project to construct a new finished water transmission main from the Water Treatment Plant to the distribution system was budgeted and will be completed in phases. This Task Order is for Phase 2 Design Services, which includes approximately 2,490 linear feet of 24-inch water main along Lake Washington Road and 600 linear feet of 30-inch water main extending from Lake Washington Road South and connecting to the existing 36-inch water main as shown in the agenda package.

Moved by Hanley/Bassett for approval of Task Order No. CHA 033 to CHA Consulting, Inc., Winter Springs, FL for Professional Consulting Services for Lake Washington Road Water Main Phase 2 Design Services, in the amount of \$297,122. Motion carried unanimously.

11. CONSENT AGENDA:

- a. Renewal of the annual support and license agreement for MUNIS ERP software, Tyler Technologies, Dallas, TX - \$295,942.93.
- b. Renewal of a three-year Microsoft Enterprise Agreement for Office 365 and Windows/SQL server operating software licenses with cloud storage, Insight Public Sector, Chandler, AZ - annual cost of \$379,734.46 and a total contract amount of \$1,139,203.38.
- c. Eighth amendment to the contract for Aquatic Weed Control Services to increase contract pricing and extend the contract term, Ecor Industries, Inc., Melbourne, FL - estimated annual increase of \$14,000 and a total estimated annual amount of \$101,500.
- d. **Resolution No. 4366:** A resolution adopting third quarter budget recommendations for the City's 2024-2025 budget.
- e. **Resolution No. 4367:** A resolution establishing intent to reimburse Water & Sewer System capital expenditures incurred with proceeds of a future tax-exempt financing.
- f. **Resolution No. 4368:** A resolution establishing intent to reimburse Fire Station capital expenditures incurred with proceeds of a future tax-exempt financing.

Mayor Alfrey announced that Item d was removed from the consent agenda by Vice Mayor Neuman.

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Moved by Neuman/Alfrey for approval of the consent agenda, less Item d.
Motion carried unanimously.

12. ITEMS REMOVED FROM THE CONSENT AGENDA

- d. **Resolution No. 4366:** A resolution adopting third quarter budget recommendations for the City's 2024-2025 budget.

Finance Director Ross McGinn provided the following overview:

The General Fund is proposed to receive an increase of approximately \$6.4 million, the Water & Sewer Fund is proposed to receive an increase of \$1.1 million, and the Capital Improvement Fund is proposed to receive an increase of approximately \$15.3 million. Mr. McGinn noted that this additional revenue stems from additional interest income and vacant position savings, among other taxes and fees.

Following a brief review of changes to taxes and fees, Mr. McGinn reviewed the items/project descriptions that these dollars are being put towards in this budget adjustment. For information, the list of items/project descriptions is further outlined in the memorandum within the agenda package.

Vice Mayor Neuman expressed a desire to see future quarterly budget recommendations include the movement of funds from personnel savings into an incentive program to assist the city in recruiting non-union employees at city hall.

Mrs. Lamb stated that staff does not necessarily have to include that in a quarterly budget adjustment; however, that is definitely a direction that staff can pursue. Additionally, she noted that when the classification and compensation study is completed and returned to Council, staff will also bring an incentive program forward to assist in getting positions filled.

Following a brief discussion on the process for removing items from the consent agenda, Vice Mayor Neuman stated that if similar items in the future remain on the consent agenda, his intention will be to remove these from the consent agenda for further discussion.

Moved by Neuman/Bassett for approval of Resolution No. 4366. Motion carried unanimously.

13. City of Melbourne Airport Authority Property Acquisition.

- a. **Resolution No. 4369:** A resolution providing for a budget amendment to the Airport Fund for a proposed real property acquisition by the City of Melbourne Airport Authority.
- b. **Resolution No. 4370:** A resolution approving a proposed real property

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acquisition by the City of Melbourne Airport Authority, and approving the expansion of the jurisdiction of the City of Melbourne Airport Authority to the acquired real property.

Attorney Conley reported that the City Charter and City Code provides the City of Melbourne Airport Authority with, among other things, the authority to enter into contracts in its name. Pursuant to the recently adopted Ordinance No. 2025-38, these duties and powers have expanded to allow the Authority to acquire and hold title to real property in its name, subject to City Council approval. Recently, the Authority negotiated the attached Vacant Land Contract with Acopian Land, LP, a Pennsylvania limited partnership, to acquire approximately 176.36 acres of property west of Wickham Road and north of NASA Boulevard. The Authority approved this contract at its July 11, 2025 meeting.

Pursuant to Ordinance No. 2025-38 and the newly created language in Section 12-148, City Code, the City of Melbourne Airport Authority is now requesting that City Council approve the Authority to acquire this property and hold title in its name, and to expand the jurisdiction of the Authority to this acquired property. The proposed resolution for Council's consideration makes a finding that the Authority's acquisition of the property is in the public interest, includes the conditions for approving the acquisition as set forth in Section 12-148, City Code, and approves of the expansion of the Authority's jurisdiction of airport-managed property.

As anticipated by Section 12-148 and this proposed resolution, the Authority is the "Buyer" pursuant to the Vacant Land Contract and will hold title to the property in the Authority's name and be primarily responsible for fulfilling the obligations of that contract. The city's primary role is to approve of the Authority's acquisition and then act in its regulatory role of reviewing and accepting future development plans.

Attorney Conely also referenced the blue memorandum distributed to City Council prior to the meeting that includes the vacant land contract related to this item.

Moved by LaRusso/Smith for approval of Resolution No. 4369. Motion carried unanimously.

Moved by LaRusso/Neuman for approval of Resolution No. 4370. Motion carried unanimously.

(At this point, Council returned to the normal order of the agenda, starting with Item No. 9.)

14. **Ordinance No. 2025-40 (AV2025-0001):** (First Reading/Public Hearing) An ordinance vacating a portion of the public utility and drainage easement along the

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west lot line of 1627 Sweetwood Drive.

Attorney Conley read the ordinance by its title. City Engineer James Ennis reported that the applicant is requesting to vacate a one-foot-wide by 14-foot-long portion of the seven and a half-foot-wide public utility and drainage easement that runs along the west side of Lot 31 of the Sweetwood Estates plat, address 1627 Sweetwood Drive. The homeowner has requested a variance to allow for a home addition, which encroaches into the easement.

There were no disclosures by Council and no comments during the public hearing.

Moved by Bassett/Neuman for approval of Ordinance No. 2025-40. Motion carried unanimously.

15. **Resolution No. 4371:** (Public Hearing) A resolution to adopt an annual stormwater utility budget for the fiscal year beginning October 1, 2025, in the amount of \$3,775,000.

Mr. Ennis reported that per City Code Section 50-18(d), Council shall adopt a budget for the operation and maintenance of the stormwater management program for the ensuing city fiscal year on or before September 15 of each year.

The Mayor opened the public hearing. There were no comments from the audience.

Moved by Bassett/Alfrey for approval of Resolution No. 4371. Motion carried unanimously.

Mrs. Lamb added that next year, staff intends to bring this resolution forward as part of the budget approval process so that it is approved concurrent with the upcoming budget.

16. Discussion of Water and Wastewater Rate Study Results.

Mr. McGinn reported that the city last conducted a Water and Wastewater Rate Study in 2023 by Raftelis Financial Consultants. As part of that rate study, the city increased water and wastewater rates by 14 percent on July 1, 2023 and eight percent on October 1, 2024. While subsequent rate increases were recommended as part of that study, staff recommended adopting those at a later date after another rate study was conducted to ensure the rates were sufficient to meet the system's needs. In December 2024, authorization was provided to conduct a new study through 2030. Mr. McGinn introduced Trevor McCarthy, Manager from Raftelis, to review the results of that rate study.

(NOTE: the following is a summary of the presentation given by Mr. McCarthy. To review the full presentation, refer to the video file of the meeting.)

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Over the course of the past eight months, city staff has provided the consultant with relevant operating and financial metrics and met periodically to discuss various assumptions related to the capital improvement plan and projected development within the service area. Within the five-year study period spanning Fiscal Year (FY) 2026 through FY 2030, the city anticipates approximately \$500 million in capital improvements to be designed and constructed in an effort to meet both consumption and regulatory needs, with a majority of these costs funded through various debt instruments. In addition to both the scheduled capital outlay and associated debt service, beginning in FY 2027 the city will no longer receive revenue provided through the bulk sale of water to the City of West Melbourne.

The results of this study are reflective of the challenges the city has been navigating through these past few years: a high inflationary environment; supply chain disruptions; greater regulatory requirements; and a continued need to invest in both new and aging infrastructure.

Based on these factors, the rate consultant and staff recommend the following schedule of rate adjustments:

October 1, 2026 - 10.5% increase to water rates and a 7% increase to wastewater rates.

October 1, 2027 - 10.5% increase to water rates and a 7% increase to wastewater rates.

October 1, 2028 - 10.5% increase to water rates and a 7% increase to wastewater rates.

October 1, 2029 - 10.5% increase to water rates and a 7% increase to wastewater rates.

October 1, 2030 - 10.5% increase to water rates and a 7% increase to wastewater rates.

In accordance with Florida State Statute 180.136, notice of any proposed increase was provided to each customer via an insert with their regular utility bill in the month of August, providing the date, time and place for the first reading of the ordinance enacting the proposed increase. Dependent on Council direction, the first reading of the proposed ordinance enacting rate adjustments will be considered at the September 11 regular City Council meeting, which immediately follows the budget public hearing at 5:30 p.m. If approved, second reading of the ordinance would be considered at the September 24 regular City Council meeting, which also immediately follows the budget public hearing at 5:30 p.m.

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Aside from the rate ordinance, staff anticipates coming back before Council during early FY 2026 to discuss the findings and implementation of proposed increases for water and wastewater impact fees

Mr. LaRusso asked if the city is moving toward adding additional capacity due to these increases. Mrs. Lamb replied that it is more about the improvements to water quality on both the water production side and the water reclamation side.

Following further discussion, Council expressed consensus to authorize staff to proceed with the implementation schedule of the water and wastewater rate study as recommended.

17. Direction of process to utilize the City's Opioid Settlement Proceeds.

Ms. Hanley suggested that this item be postponed to allow time to see what the county decides to do with its funds, which could provide a piggyback opportunity for the city in the future.

Rebecca Thibert, Assistant to the City Manager, added that both she and Ms. Hanley serve on the Together in Partnership Committee, which is the committee that oversees the regional county opioid abatement funds. She described where the county is in the process and noted that the county has significantly more funds (approximately \$13 million) available than the city (approximately \$370,000). Staff's requested action is to request Council direction on utilization of those funds to maintain control over them as the process moves along.

Mrs. Lamb added that staff's recommendation is Option 3 as noted in the agenda package, which is more of a hybrid approach. Vice Mayor Neuman noted Ms. Hanley's request; however, Option 3 would include staff returning to Council at a later date. Therefore, his recommendation would be to proceed with Option 3.

Moved by Neuman/Smith for approval of Option 3, directing staff to return at a future Council meeting with recommendations for direct allocations for Police and Fire Departments and award of proceeds in the form of a reimbursable grant for eligible subrecipients. Motion carried. Mr. LaRusso and Ms. Hanley voted nay.

18. Travel authorization for Council Members to attend the Marine Resources Council's Low Impact Development Conference on October 29-30, 2025, and making a finding that the event serves a valid public purpose.

City Clerk Kevin McKeown reported that Council Member Mimi Hanley has expressed interest in attending the 5th Annual Marine Resources Council's Low Impact Development Conference on October 29 and 30, 2025 at the Center for Collaboration in Rockledge, FL. The event prospectus has been included in the agenda package.

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Council Policy #36 relates to the Mayor and Council's travel and per diem budget. The policy provides for pre-authorization for the Mayor and City Council to attend events sponsored by the Space Coast League of Cities, the Economic Development Commission and the Melbourne Regional Chamber based on a finding that attendance at these events serves a valid public purpose. The policy further states that "if a Council Member wishes for the city to pay the cost to attend an event sponsored by any other organization, the City Council must approve the expenditure and make a finding that attendance at the event serves a valid public purpose."

Concurrent with Council authorization, the City Council will also make a finding that the travel serves a valid public purpose as the purpose of the conference directly relates to improving codes, comprehensive plans and zoning regulations that provide for the protection of water quality, the building of community resiliency and the improvement of stormwater management practices.

Mr. Smith stated that he would also be interested in attending.

Vice Mayor Neuman stated that in his opinion, there is not a valid public purpose for Council Members to attend this event. He stated that this event would be better suited for city staff members to attend. Ms. Hanley expressed her disagreement and stated that she has learned a lot from this event in the past.

Moved by Hanley/Smith for authorization for Council Members Mimi Hanley and Marcus Smith to attend the Marine Resources Council's Low Impact Development Conference scheduled for October 29 and 30, 2025, along with a finding that the travel serves a valid public purpose as described in the agenda report. Motion carried. Vice Mayor Neuman voted nay.

D. PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

Council Members who attended the Florida League of Cities Annual Conference reported on workshops and topics that were discussed during the event.

Additionally, Mrs. Kennedy reported on a discussion about health insurance, specifically regarding companies that do case management for cities so that health insurance issues are not handled strictly by human resource departments. She stated that she planned to meet with the City Manager to discuss this topic further.

Continuing, Mrs. Kennedy discussed the topic of motorized bicycles and cities that hire third parties to manage programs to regulate motorized bicycles. She asked that the city look into what impact they are having currently in the city and whether such a program would be beneficial.

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In closing, Mrs. Kennedy reported on the upcoming Brevard Delegation meeting on September 30. Mrs. Lamb stated that staff will be bringing forward the city's 2026 list of legislative priorities prior to that delegation meeting.

Mr. LaRusso reminded Council that the first Honor Flight out of Melbourne will happen on September 6.

Mr. Smith referenced a flyer he provided to Council Members inviting them to a community asset mapping workgroup event on Friday, August 29.

Attorney Conley noted the discussion during public comments about large group feedings, specifically at Riverview Park, and stated that his office intends to bring an item forward for Council discussion at the September 24 regular meeting.

E. ADJOURNMENT

The meeting adjourned at 8:42 p.m.

/s/ Kevin McKeown, City Clerk – September 2, 2025

Approved by Council: September 11, 2025