

City of Melbourne, Florida
Minutes – Workshop Meeting Before City Council
November 25, 2025

A workshop meeting of the City Council was held in the City Council Chamber, 900 East Strawbridge Avenue, and was called to order at 5:30 p.m. by Mayor Paul Alfrey.

1. Call to Order
2. 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
Joan Junkala-Brown	Deputy City Manager
Adam Conley	City Attorney
Kevin McKeown	City Clerk
Justice Stevens	Assistant City Clerk

3. Presentation of water and sewer impact fee study and extraordinary circumstances.

Financial Services Director Ross McGinn stated that similar information shared at the first workshop will be shared again in an abbreviated fashion to further inform the public about the extraordinary circumstances in this matter. He introduced Trevor McCarthy from Raffelis to provide more information.

Mr. McCarthy reiterated the purpose of impact fees, which are fees paid by new development that create demand for water and wastewater system capacity. The fees are used by the city to pay for capital project costs or debt service associated with growth-related facilities. He provided examples of impact fees due by type of development calculated by both the existing rates and the proposed rates.

Mr. McCarthy provided another overview of the new phase-in limitations on increasing impact fees, unless the city demonstrates an extraordinary circumstance, which would mean the phase-in limitations would not apply. Mr. McCarthy stated that the identified extraordinary circumstances include: the significant inflation in the cost of construction, customer growth rates, and expansion-related debt.

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Based on these reasons, Mr. McCarthy noted that the recommendation to the city is to adopt the proposed water and wastewater impact fees with a finding of extraordinary circumstances. The fees would become effective 90 days from the adoption of the relevant ordinance (March 9, 2026). Building permits issued prior to the effective date will pay the current impact fees.

Vice Mayor David Neuman noted that based on his point of view, it would take the city approximately three years to get above the survey average presented by Mr. McCarthy if the city followed the phased-in approach and not the extraordinary circumstances path.

Discussion continued.

4. Public Comments

There were no comments from the audience.

5. Discussion of extraordinary circumstances necessitating the need to exceed the phase-in limitations for water and sewer impact fees.

Council discussion on this item occurred under Item 3. Mr. McGinn noted that the formal discussion on the relevant ordinance will occur during the regular meeting agenda.

6. Adjournment

The meeting adjourned at 5:54 p.m.

/s/ Kevin McKeown, City Clerk – December 1, 2025

Approved by Council: December 9, 2025