

Agenda
Town of Indialantic
Regular Meeting of the Town Council
Council Chamber, 216 Fifth Avenue, Indialantic, FL 32903
Wednesday, March 8, 2023, at 7:00 p.m.

A. Call to Order:

Honorable Mark McDermott, Mayor
Honorable Stu Glass, Deputy Mayor
Honorable Julie McKnight, Councilmember
Honorable Doug Wright, Councilmember
Honorable Loren Strand, Councilmember

1. Pledge of Allegiance:

2. Changes to Agenda:

3. Presentations: Presentation of check to the Surfrider Foundation (Parks, Recreation, & Beautification Committee)

4. Public Comments, Non-Agenda Items:

Persons wishing to address the Town Council on a matter not listed on the agenda may speak at this time. Speakers must provide their name and address, observe the 3-minute time limit, and speak only after being recognized by the Mayor.

5. Public Announcements:

- There are openings on the following boards and committees:
Board of Adjustment; Budget and Finance; Civil Service; Code Enforcement;
Sustainable Community and Resiliency Committee; and Pension Board – General Employees
- The annual Easter egg hunt will be held on Saturday, April 1st at 9:00 am in Orlando Park

B. Consent Agenda:

1. Approve town council meeting minutes Feb. 8, 2023
2. Approve/designate Pineappleman Triathlon Special Event on Sunday, June 4, 2023, 7am-11am
3. Approve/designate Turtle Krawl 5k Special Event and request FDOT to allow road closure on SR A1A, September 9, 2023, 7:30am – 11am
4. Approve the following Appointments/Reappointments:
 - a) Board of Adjustment – Appoint Guy Newman

C. Ordinances and Public Hearings:

1. Ordinance 2023-01, Second Reading/Final Public Hearing, *Changing regular council meeting dates/times:*

AN ORDINANCE OF THE TOWN OF INDIALANTIC, BREVARD COUNTY, FLORIDA, RELATING TO TOWN COUNCIL MEETINGS; MAKING FINDINGS; AMENDING AND PROVIDING FOR THE TIME, PLACE, AND LOCATION OF TOWN COUNCIL MEETINGS; AMENDING SECTION 2-31 AND 2-32, TOWN OF INDIALANTIC CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY/ INTERPRETATION; AND PROVIDING AN EFFECTIVE DATE.

D. Unfinished Business:

1. Fifth Avenue Median Landscaping update (Casey, Susan Hall)

E. New Business:

1. Fifth Avenue Study Committee dissolution (McDermott)
2. Purchasing Policy (Wright)
3. General Surveillance Policy (Wright)
4. Data Breach of employee/elected officials' personally identifiable information (Strand)
5. Status of data systems for police dispatch, patrol cars, and communications (Strand)
6. CJIS audit compliance for Indialantic police systems April 12, 2022 (Strand)
7. Statement of work and recommendations for IT systems audit (Strand)

F. Administrative Reports:

1. Town Attorney
2. Town Manager

G. Council Reports:

H. Adjournment:

Notice: Pursuant to Section 286.0105, Florida Statutes, the Town hereby advises the public that if a person decides to appeal any decision made by this board, agency, or council with respect to any matter considered at its meeting or hearing, they will need a record of the proceedings, and that for such purpose, affected persons may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the Town for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed by law. Americans with Disabilities Act: Persons planning to attend the meeting who need special assistance must notify the office of the town clerk at 321-723-2242 no later than 48 hours prior to the meeting.

Meeting Minutes
Town of Indialantic
Regular Meeting of the Town Council
Council Chamber, 216 Fifth Avenue, Indialantic, FL 32903
Wednesday, February 8, 2023, at 7:00 p.m.

A. Call to Order:

A regular meeting of the Indialantic Town Council was called to order by Mayor McDermott at 6:59 p.m. with the following members present:

Honorable Mark McDermott, Mayor
Honorable Stu Glass, Deputy Mayor
Honorable Julie McKnight, Councilmember
Honorable Doug Wright, Councilmember
Honorable Loren Strand, Councilmember

Also present:

Michael Casey, Town Manager
Paul Gougelman, Town Attorney
Rebekah Raddon, Town Clerk
Michael Connor, Chief of Police
Sgt. Weber, Police Dept.
Jason Steele, Town Lobbyist

1. Mayor McDermott led the Pledge of Allegiance.
2. Changes to Agenda: Mayor McDermott asked to hear Public Comments, Non-agenda items, before the Fifth Avenue Study Committee update.
- ~~3. Presentations: Fifth Avenue Study Committee Update (Greg Harrigan, Chairman, et al.)~~
4. Public Comments, Non-Agenda Items:

A representative for U.S. Small Business Administration (SBA), spoke regarding disaster loans for homeowners, renters, and businesses. He advised that the deadline for Hurricane Nicole loan assistance is Feb. 13. Anyone with questions can call 1-800-659-2955.

Jason Steele, Town Lobbyist, spoke regarding his goal to get a special exemption from FP&L to allow the town to hang illuminated holiday decorations from the light poles. He

spoke regarding the state budget and noted that excess funds can be allocated for municipal shovel-ready projects. Town Attorney Gougelman expressed concern regarding affordable housing initiatives which he feels could increase density beachside; he feels the money would be better spent on the mainland. Mr. Steele advised he would address these issues in Tallahassee.

5. Presentations: Fifth Avenue Study Committee Update

Fifth Avenue Study Committee Chairman Greg Harrigan introduced himself, thanked the committee volunteers and town staff for their efforts, and advised that committee member Pam Rothenberg was present. He referred to a handout he shared with council which posed several questions. He advised that conducting a downtown study was discussed numerous times in the past 25 years, yet no action was ever taken. He spoke at length regarding the creation, scope, and structure of the committee and difficulties with communication due to the Florida sunshine law requirements. Discussion ensued; councilmembers' shared their observations that committee members were limited in working together due to the sunshine law and also most weren't aware of the time commitment. They noted that committee members are unpaid volunteers and the issues being addressed are complicated, and dealing with landlords can be challenging. One councilmember hoped the committee could work on identifying issues with code enforcement and the code itself, and inspire change and public engagement. Mr. Harrigan advised that a lack of resources, the requirement to bring items to council for approval, and the infrequency of meetings were all constraints. Mr. Harrigan posed a number of questions to the council and further discussion was held regarding: who is in charge of long term growth and development, a need for urban planning, a lack of vision, code enforcement policies and a desire for stricter code enforcement to prevent places such as CVS from going downhill, engaging all town staff more for code enforcement so neighbors aren't pitted against each other, accountability, avoiding scarcity mentality, getting funding for shovel-ready projects, and redevelopment. After responding and discussing the topics further, it was the consensus of the council to consider setting a date for a workshop once a clear objective is established.

Loren Goldfard, 320 DeLand Avenue, recommended starting with smaller, achievable tasks. The town manager can be asked to increase code enforcement now and deal with issues such as painting and parking later. He felt a workshop wasn't necessary and advised that if you ask ten people, you will get ten different opinions. Ultimately, council is the decision-maker and that is why they are elected.

Marquita Fuchs, 120 Tampa Avenue, stated the importance of code enforcement and advised that AirBnb's and businesses are being run from residences, and numerous codes are violated every day.

Gabriel Strand, 120 Ormond Avenue, suggested reaching out to neighbors and friends for input and ideas for what should happen after code enforcement issues are addressed.

6. Mayor McDermott read the following Public Announcements:

- There are openings on the following boards and committees: Board of Adjustment; Budget and Finance; Civil Service; and the Fifth Avenue Study Committee
- There will be a Special Town Council Meeting on Thursday, Feb. 16, 2023 at 5:30 p.m. at Town Hall to review/approve a Joint Partnership Agreement with FDOT for the Fifth Avenue median landscaping project.
- Town Hall will be closed on Monday, Feb. 20, in observance of Presidents' Day

B. Consent Agenda:

1. Approve town council meeting minutes Jan. 11, 2023
2. Approve stormwater agreement – Fourth Avenue Townhomes
3. Approve FEMA grant agreement #Z2961 for Hurricane Ian assistance
4. Approve the following Appointments/Reappointments:
 - a) Heritage Committee – Reappoint Pam Dunn; reappoint Denise Bozeman
 - b) Parks, Recreation, & Beautification Committee – Reappoint Stacie Miller

Motion by Deputy Mayor Glass, seconded by Councilmember Strand, and vote unanimous to approve the consent agenda as written. Motion carried 5-0.

C. Ordinances and Public Hearings:

1. Ordinance 2023-01, First Reading/Public Hearing, *Changing regular council meeting dates/times:*
AN ORDINANCE OF THE TOWN OF INDIALANTIC, BREVARD COUNTY, FLORIDA, RELATING TO TOWN COUNCIL MEETINGS; MAKING FINDINGS; AMENDING AND PROVIDING FOR THE TIME, PLACE, AND LOCATION OF TOWN COUNCIL MEETINGS; AMENDING SECTION 2-31 AND 2-32, TOWN OF INDIALANTIC CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY/ INTERPRETATION; AND PROVIDING AN EFFECTIVE DATE.

Town Attorney Gougelman read the ordinance title.

Motion by Deputy Mayor Glass, seconded by Councilmember Wright to approve Ordinance 2023-01 on first reading. There were no public comments.

Motion carried unanimously, 5-0.

D. Unfinished Business:

1. Request for Rectangular Rapid Flashing Beacon (RRFB) at S. Miramar Ave. and Eleventh Ave. Town Manager Casey advised that FDOT had no record of this request and if the council wishes, he can draft a formal request for an RRFB.

Motion by Councilmember Wright, seconded by Deputy Mayor Glass, and vote unanimous to have the town manager contact FDOT to request an RRFB at S. Miramar Ave. / Eleventh Avenue. Motion carried 5-0.

2. Town notification systems

Discussion was held regarding how to inform the public about Everbridge, the town's new emergency alert notification system, and other important news. Ideas included the town's newsletter, Indialantic Neighbors magazine, mailers, door hangers, and using a QR code to make it easier to sign up. Councilmember Strand offered to pay for a mailer and/or assist with door-to-door distribution. Town Manager Casey will get pricing for Notify Me, a website tool that allows people to subscribe to whichever topic interests them.

E. New Business:

1. Social Media Policy Review

Deputy Mayor Glass asked to table this item until next month to allow time to gather more data.

2. IT Options

Councilmember Strand referred to his memo in the agenda packet which details his ideas for increasing IT support for the town and conducting a professional audit.

Mr. Casey advised that there has been a breach of town employee personal information and the police department has had to shut down some functionality while the breach is being investigated. This is an urgent matter and he asked for authorization to spend up to \$30,000 to separate the police and town hall servers, get the police department fully operational, and secure the town's IT infrastructure.

Motion by Deputy Mayor Glass, seconded by Councilmember Wright, to authorize the town manager take any necessary action to make the police department and IT department operational. Further discussion ensued.

Public Comments:

Linda Beeman, 217 Sixth Avenue, said it sounds like there are two separate issues; there is an urgent need to shore up the breach of personal identifying information and also create a long-term solution to prevent any other breaches. She advised that the town's server may

not be patchable due to its age, and it likely will be cheaper to get a new server. Without an analysis, the town may keep having issues and she recommends a long-range plan.

After further discussion, Deputy Mayor Glass agreed to amend the motion to authorize expenditures not to exceed \$30,000; Councilmember Wright concurred with the amendment and the motion carried unanimously, 5-0.

Mr. Casey advised there were issues with the town's website, email, and Hostgator. He supports transitioning the town's website to a professional government website and Office 365 for email, and moving away from Hostgator.

Motion by Councilmember Strand, seconded by Mayor McDermott to have the town manager create clear requirements and a request for proposal for a reputable IT Company to conduct an audit of the IT Systems and for his recommendations of choice for email, website, and hosting. This work output will be delivered to the council within 1 to 2 months from this date for further consideration.

Deputy Mayor Glass asked the clerk to reread the motion; Town Clerk Raddon read the motion and Councilmember Strand advised that his motion included email, website, and hosting.

Public Comments:

Loren Goldfarb, 320 Deland Ave., is glad these changes are happening as this was an issue when he was a councilmember. He advised that IT is as critical as a police car, a fire truck, or a public works truck, and the town's previous philosophy of treating IT like a leaky toilet doesn't work. He feels the town manager shouldn't be tasked with IT as that is not his role. He suggested choosing an independent third party consultant specializing in small, local Florida governments to conduct the audit, not an IT company that provides IT services. He feels the town is probably not in compliance with Florida law regarding how emails are stored and other issues related to technology. He inquired why we have a server on site and recommended a cloud-based server.

After further discussion, the motion carried unanimously 5-0.

3. Disbursement of Witch Way 5K proceeds:

Motion by Councilmember McKnight, seconded by Councilmember Strand, and vote unanimous to distribute the funds as listed by the town manager. Motion carried 5-0.

4. Storm Water Pipe Repairs at 5th Ave. and Wavecrest Ave.:

Town Manager Casey described the repairs needed which involves slip lining the pipe, at a cost of just over \$20,000. Slip lining the pipe will eliminate the need to tear up the road, and ARPA funds can be utilized for the project.

Motion by Councilmember Strand, seconded by Mayor McDermott to authorize the Town Manager to sign a contract with Shenandoah Pipe Inspection & Restoration Specialist in the amount \$20,896.35 using funds unallocated from the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF), a part of the American Rescue Plan Act (ARPA) funds.

Councilmember Strand inquired about the end of life of slip lining versus installing a concrete pipe. After some discussion, the item was tabled until the special council meeting scheduled for Feb. 16, 2023.

5. Town Lobbyist tasks: Advocate for holiday decorations on FP&L Poles
Councilmember McKnight does not want to settle for darkness on Fifth Avenue this next holiday season and spoke in support of lit decorations whether they are battery, solar powered, or metered. She advised there may be grant funding which could help pay for them and looks forward to input from Mr. Steele. Discussion ensued regarding the holiday decorations.

F. Administrative Reports:

1. Town Attorney – None.
2. Town Manager – Mr. Casey advised that the Florida Marathon is this weekend.

G. Council Reports:

Councilmember Strand thanked Town Clerk Raddon for the quality of the agenda packet, especially the bookmarking which made the document more accessible and easier to navigate, and also the meeting minutes. He advised that residents are very appreciative of the minutes and they are a good balance of brevity and detail.

Councilmember Wright advised he is working on a purchasing policy with the town manager and town attorney.

H. Adjournment:

There being no further discussion, the meeting was adjourned at 9:23 p.m.

Mark McDermott, Mayor

Attested by:

Rebekah Raddon, CMC, Town Clerk

SUBJECT: PINEAPPLEMAN TRIATHLON

Staff Report – Town of Indialantic Meeting Date: March 8, 2023

Summary:

Council is being requested to approve as a special event the Melbourne Beach Rotary Pineappleman Triathlon on Sunday, June 4, 2022, from 7:00 AM to 11:00 AM. The route in Town will be north on South Palm Avenue, east on Eighth Avenue to South Shannon Avenue and south on South Shannon Avenue into Melbourne Beach.

Recommendation:

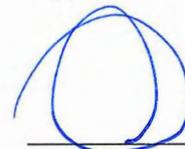
APPROVE THE MELBOURNE BEACH ROTARY PINEAPPLEMAN TRIATHLON JUNE 4, 2023 AS A SPECIAL EVENT.

MOTION: Approve the Melbourne Beach Rotary Pineappleman Triathlon on June 4, 2023 as a special event.

Submitted by:

Rebekah Raddon
Town Clerk

Approved for agenda:

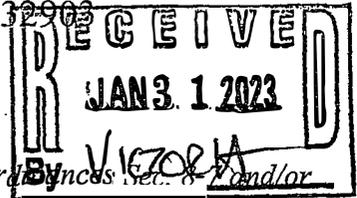


Michael L. Casey
Town Manager

Town of Indialantic, 216 Fifth Avenue, Indialantic, Florida 32903

321-723-2242 Office 321-984-3867 Fax

SPECIAL EVENT REQUEST



Forty-five (45) days prior to the scheduled event

Review Town Code of Ordinances Sec. 8-7 and/or Sec. 28-4 at www.indialantic.com

Complete all portions of this application fully and accurately, or your processing may be delayed. All requested information must be complete.

APPLICANT AND EVENT HOLDER OR SPONSOR Melbourne Bch Rotary - Joe Watts

EVENT ADDRESS 507 Ocean Av. Melb. Bch. 32951

CONTACT NUMBER 321-693-7003

EVENT LOCATION (i.e. east side of building, etc.) _____

EVENT DATE START 6-4-23 END 6-4-23

TIME OF EVENT START 8:AM END 11:00

PURPOSE/TYPE OF REQUEST (Special event, grand opening, store anniversary, etc.)
Rotary Pineapple Man Triathlon

TYPE OF MERCHANDISE DISPLAYED/SET-UP (include a separate sheet of paper with a diagram of dimensions indicating where the items will be displayed/set-up)

(Private Property = Insurance and Letterhead not needed)

PAPERWORK NEEDED BEFORE PROCESS WILL BEGIN:

- 1. Additional Insured- Designated Person Or Organization **Town of Indialantic**
- 2. Certificate of Liability Insurance **216 Fifth Avenue**
- 3. Common Policy Declarations (ie Declarations Page) **Indialantic, FL 32903**
- 4. Provide letter on Company/Sponsor/Organization letterhead: "indemnify and hold harmless the Town for any injury (including death) to person or property occurring at, or as a direct or indirect result of, any special event".
- 5. The applicant and event holder or sponsor agrees that the event **will not utilize any single-use plastic or polystyrene products** at the event and understand that it is the responsibility of the event applicant, sponsor or event holder to ensure no single-use plastic or polystyrene products are used. Failure to comply may result in an immediate cancellation of the special event permit by the Town Manager, or said Manager's designee. (Resolution 07-2020, effective 08-01-2020)

JW
INITIALS

Sec. 8-7. Special events.

(b) A special events sponsor is liable for and shall in writing indemnify and hold harmless the Town for any injury (including death) to person or property occurring at, or as a direct or indirect result of, any special event. Prior to engaging in a special event, the sponsor shall present to the Town a copy of a liability insurance policy in the amount of at least \$200,000 per person/\$300,000 per occurrence insuring the sponsor and the town, as an additional insured. The policy, paid for by the sponsor, shall be written by a company authorized to write insurance within the State of Florida and shall be rated as a standard company rated at A+ or better by A.M. Best's Rating Guide or equivalent specifications as approved by the town

Town of Indialantic, 216 Fifth Avenue, Indialantic, Florida 32903
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manager. The policy shall be non-cancelable without at least ten days written notice to the town prior to cancellation.
(Code 1993, § 5-8; Ord. No. 13-02, § 1, 11-20-2012)

Sec. 28-4. Display of goods.

(c) Special events, grand openings and store anniversaries. In the R-P, C, C-1, C-2, and SC zoning districts, the town manager is hereby authorized to issue special permits for sidewalk sales, if the application meets all of the following standards:

(2) If the town permits a sidewalk sale or special event to occur such that any part of it is within the public right-of-way or on public property all vendors are liable for and shall in writing indemnify and hold harmless the town for any injury (including death) to person or property occurring at, or as a direct or indirect result of, any sale or special event. Prior to engaging in a sidewalk sale, the vendor shall present to the town a copy of a liability insurance policy in the amount of at least \$200,000.00 per person/\$300,000.00 per occurrence insuring the vendor and the town, as an additional insured. The policy, paid for by the vendor, shall be written by a company authorized to write insurance within the state and shall be rated as a standard company rated as A+ or better by A.M. Best's Rating Guide or equivalent specifications as approved by the town manager. The policy shall be non-cancelable without at least ten days written notice to the town prior to cancellation;

(Code 1962, § 24-3; Code 1993, § 13-3; Ord. No. 83-335, § 1, 8-16-1983; Ord. No. 94-7, § 1, 1-18-1994; Ord. No. 94-13, § 1, 6-21-1994; Ord. No. 02-16, § 1, 7-16-2002; Ord. No. 02-20, § 1, 9-17-2002; Ord. No. 03-10, § 1, 8-19-2003; Ord. No. 05-06, § 1, 12-16-2004; Ord. No. 06-02, § 1, 11-16-2005; Ord. No. 06-09, § 1, 6-20-2006; Ord. No. 07-02, § 1, 11-21-2006; Ord. No. 09-13, § 1, 7-21-2009; Ord. No. 12-08, §§ 1, 2, 5-9-2012)

Sec. 28-4. Display of goods.

(b) Sidewalk sales generally authorized. In the R-P, C, C-1, C-2, and SC zoning districts, a general permit for sidewalk sales is hereby authorized and issued for sidewalk sales meeting the following standards:

(2) If the town permits a sidewalk sale or special event to occur such that any part of it is within the public right-of-way or on public property all vendors are liable for and shall in writing indemnify and hold harmless the town for any injury (including death) to person or property occurring at, or as a direct or indirect result of, any sidewalk sale. Prior to engaging in a sidewalk sale, the vendor shall present to the town a copy of a liability insurance policy in the amount of at least \$200,000.00 per person/\$300,000.00 per occurrence insuring the vendor and the town as an additional insured. The policy, paid for by the vendor, shall be written by a company authorized to write insurance within the state and shall be rated as a standard company rated at A+ or better by A.M. Best's Rating Guide or equivalent specifications as approved by the town manager. The policy shall be non-cancelable without at least ten days written notice to the town prior to cancellation.

(Code 1962, 24-3; Ord. No. 83-335, 1, 8-16-83; Ord. 94-7, 1, 1-18-94; Ord. 94-13, 1, 6-21-94; Ord. No. 02-16, 1, 7-16-02; Ord. No. 02-20, 1, 9-17-02; Ord. No. 03-10, 1, 8-19-03; Ord. No. 05-06, 1, 12-16-04; Ord. 06-02, 1, 11-16-05; Ord. 06-09, 1, 6-20-06; Ord. 07-02, 1, 11-21-06; Ord. 09-13, 1, 7-21-09; Ord. 12-08, 1-2, 5-9-12)

Sec. 28-4. Display of goods.

(c) Special events, grand openings and store anniversaries. In the R-P, C, C-1, C-2, and SC zoning districts, the town manager is hereby authorized to issue special permits for sidewalk sales, if the application meets all of the following standards:

(1) No sidewalk sale immediately adjacent to the public right-of-way shall be completely blocked nor shall the flow of pedestrian traffic on any sidewalk be blocked by merchandise, dress carts, tables, displays, signs or any other form of support used in a sale or special event;

Town of Indialantic, 216 Fifth Avenue, Indialantic, Florida 32903

321-723-2242 Office 321-984-3867 Fax

Applicant's signature acknowledges and agrees to abide to the rules and regulations set forth by the Town of Indialantic, The County of Brevard and the State of Florida, regarding Special Events within the Town of Indialantic, to include those aforementioned.

Lawson (Joe) Watts
Signature of Applicant

Lawson (Joe) Watts
Printed Name of Applicant

State of Florida
BREVARD County

The foregoing Special Event Request was acknowledge before me by means of: [] physical presence or [] online notarization, this 31 day of JANUARY, 2023 by FLDL (owner).

LAWSON RAY WATTS

Notary Seal:



[Signature]
(Signature of Notary Public – State of Florida)

Personally Known _____ OR Produced Identification: FLDL

FOR OFFICE USE ONLY

Permit for this event is APPROVED _____ DISAPPROVED _____

With the following reasons: _____

Code Enforcement Officer/ Building Official _____

Fire Chief _____

Public Works Director _____

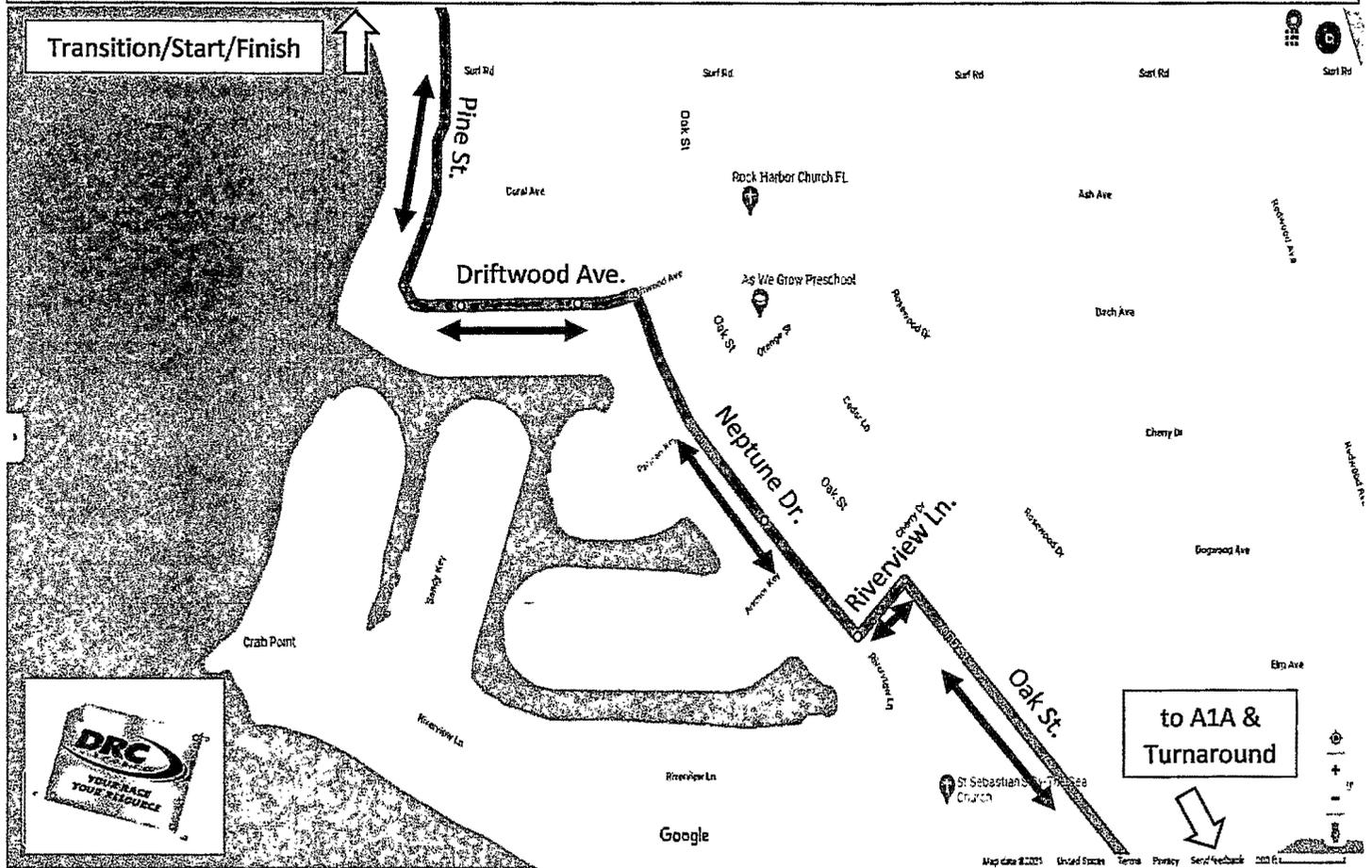
Town Manager _____

Police Chief _____

Administrative Assistant

Mailed _____ PD/FD _____ Filed _____

PineappleMan Triathlon – 12 Mile Bike Course (Inset)

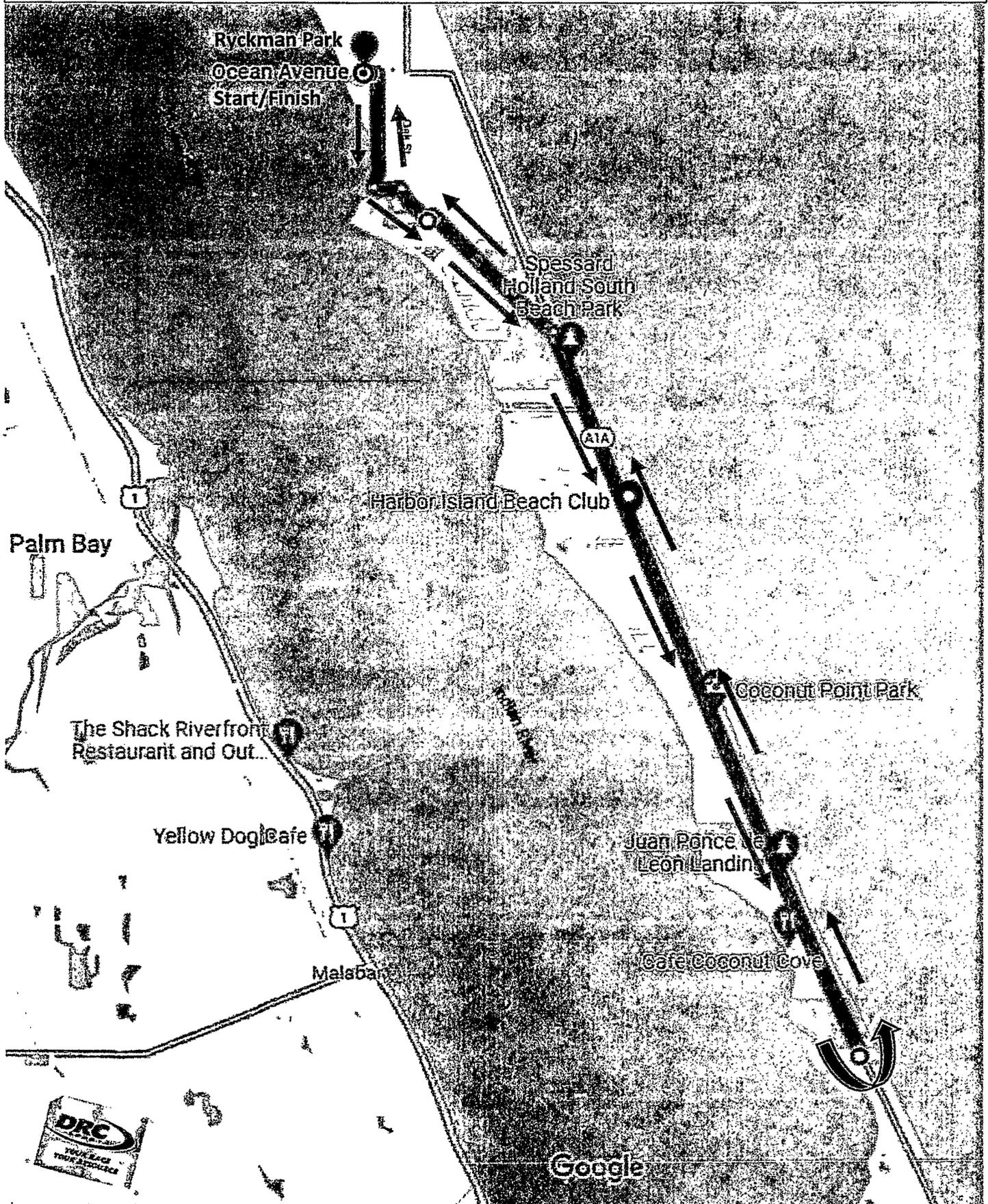


Course Directions:

Transition Exit (Bike Out)

- | | | | |
|-----|--|------|---|
| 0.0 | East on Ocean Ave. | 6.0 | Northbound on Atlantic St. (S. Hwy A1A) |
| 0.1 | T/R Pine St. | 10.1 | T/L Oak St. |
| 0.7 | T/L Driftwood Ave. | 10.9 | T/L Riverview Ln. |
| 0.8 | T/R Neptune Dr. | 11.0 | T/R Neptune Dr. |
| 1.0 | T/L Riverview Ln. | 11.2 | T/R Driftwood Ave. |
| 1.1 | T/R Oak St. | 11.3 | T/L Pine St. |
| 1.9 | T/R Southbound Atlantic St. (S. Hwy A1A) | 11.9 | T/L West on Ocean Ave. |
| 6.0 | Turnaround (Just North of Turtle Bay) | 12.0 | Transition Entrance (Bike In) |

PineappleMan Triathlon – 12 Mile Bike Course (Overview)



SUBJECT: Turtle Krawl 5K Fun Run/Walk -Authorize requesting FDOT to enable the closing of a portion of SR-AIA to accommodate the Turtle Krawl 5K on September 9, 2023, and declare it a Special Event.

Staff Report – Town of Indialantic Meeting Date: March 8, 2023

Summary:

Council is being requested to seek Florida Department of Transportation (FDOT) authorization to close a portion of SR-AIA (from Miami Avenue to Sixth Avenue) for the Sea Turtle Preservation Society's Turtle Krawl 5K. Additionally, Council is being requested to designate this as a special event.

The Turtle Krawl 5K race is scheduled for the morning of Saturday, September 9, 2023, beginning at 7:30 a.m.

Requesting FDOT to permit the road closure involves providing a Maintenance of Traffic plan.

Recommendation:

Authorize requesting FDOT to enable the closing of a portion of SR-AI A to accommodate the Turtle Krawl on September 9, 2023 and declare it a Special Event.

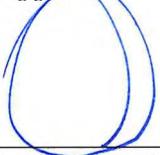
MOTION:

Authorize requesting FDOT to enable the closing of a portion of SR-AIA to accommodate the Turtle Krawl on September 9, 2023 and declare it a Special Event.

Submitted by:

Rebekah Raddon
Town Clerk

Approved for agenda:



Michael L. Casey
Town Manager

SPECIAL EVENT REQUEST

Forty-five (45) days prior to the scheduled event

Review Town Code of Ordinances Sec. 8-7 and/or
Sec. 28-4 at www.indialantic.com

Complete all portions of this application fully and accurately, or your processing may be delayed. All requested information must be complete.

APPLICANT AND EVENT HOLDER OR SPONSOR Cyndi Stinson - Sea Turtle Preservation Society

EVENT ADDRESS Nance Park Indialantic Florida

CONTACT NUMBER 703-282-0583

EVENT LOCATION (i.e. east side of building, etc.) Nance Park & in streets in Indialantic
map

EVENT DATE START 9/09/2023 END 9/09/2023

TIME OF EVENT START 5:30 am END 11:00am

PURPOSE/TYPE OF REQUEST (Special event, grand opening, store anniversary, etc.)
Special Event - Sea Turtle Preservation Society Turtle Krawl 5K

TYPE OF MERCHANDISE DISPLAYED/SET-UP (include a separate sheet of paper with a diagram of dimensions indicating where the items will be displayed/set-up)
Race shirts & medals will be sold in small pavillion in Nance Park.
(Private Property = Insurance and Letterhead not needed)

PAPERWORK NEEDED BEFORE PROCESS WILL BEGIN:

1. Additional Insured- Designated Person Or Organization **Town of Indialantic**
2. Certificate of Liability Insurance **216 Fifth Avenue**
3. Common Policy Declarations (ie Declarations Page) **Indialantic, FL 32903**
4. Provide letter on Company/Sponsor/Organization letterhead: "indemnify and hold harmless the Town for any injury (including death) to person or property occurring at, or as a direct or indirect result of, any special event".
5. The applicant and event holder or sponsor agrees that the event **will not utilize any single-use plastic or polystyrene products** at the event and understand that it is the responsibility of the event applicant, sponsor or event holder to ensure no single-use plastic or polystyrene products are used. Failure to comply may result in an immediate cancellation of the special event permit by the Town Manager, or said Manager's designee. (Resolution 07-2020, effective 08-01-2020)

CS
INITIALS

Sec. 8-7. Special events.

(b) A special events sponsor is liable for and shall in writing indemnify and hold harmless the Town for any injury (including death) to person or property occurring at, or as a direct or indirect result of, any special event. Prior to engaging in a special event, the sponsor shall present to the Town a copy of a liability insurance policy in the amount of at least \$200,000 per person/\$300,000 per occurrence insuring the sponsor and the town, as an additional insured. The policy, paid for by the sponsor, shall be written by a company authorized to write insurance within the State of Florida and shall be rated as a standard company rated at A+ or better by A.M. Best's Rating Guide or equivalent specifications as approved by the town

TOWN OF INDIALANTIC

APPLICATION TO SERVE ON TOWN BOARDS

- 1. Name: Guy Newman Home: _____
- 2. Home Address: 100 Ormond Drive Cell Phone: 727-458-0901
- 3. Email: Guyharveynewman@gmail.com
- 4. Business: Clickable Impact Business Phone: 727-458-0901
- 5. Business Address: 20 N. Orange Ave #1100, Orlando, FL 32801
- 6. Resume of Education and Experience: _____
(Use additional sheets or submit resume if you prefer)
- 7. Are you a registered voter? Yes No _____
- 8. Are you a resident of the Town? Yes No _____
- 9. Do you hold a public office? Yes _____ No
- 10. Do you serve on a Town Board at present? Yes _____ No
- 11. If yes, which Board/Committee? _____

12. PLEASE NUMBER THE BOARDS OR COMMITTEES OF INTEREST TO YOU, IN ORDER OF PREFERENCE:

- 1 *BOARD OF ADJUSTMENT
- 2 *BUDGET & FINANCE COMMITTEE
- _____ CIVIL SERVICE BOARD
- _____ *CODE ENFORCEMENT BOARD
- _____ FIFTH AVENUE STUDY COMMITTEE - New!
- _____ HERITAGE COMMITTEE
- _____ PARKS, RECREATION AND BEAUTIFICATION COMMITTEE
- 4 *PENSION BOARD OF TRUSTEES GENERAL EMPLOYEES
- _____ *PENSION BOARD OF TRUSTEES POLICE/FIRE
- 3 SUSTAINABLE COMMUNITY AND RESILIENCY COMMITTEE
- _____ *ZONING & PLANNING BOARD



*Florida Statute requires Financial Disclosure Form upon appointment.

How do you feel your experience has qualified you for service on this Board/Committee?

I have served on several boards for non profit and for profit organizations. I am diligent and organized. I love living here and want to

SIGNATURE: Guy H. Newman DATE: 2/28/23

Please submit completed applications to: Town of Indialantic, 216 Fifth Avenue, Indialantic, Florida 32903
 NOTE: If you have any questions, please call the Town Clerk's office at 321-723-2242.

give back to the community

GUY NEWMAN

100 Ormond Drive #C, Indialantic, FL 32903 · (727) 458 0901
GuyHarveyNewman@gmail.com

EDUCATION

Eastern Florida State College, Melbourne, FL Fall 2018 - Fall 2019
Bachelor of Science in Organizational Management
Florida State University, Tallahassee, FL Fall 2013 - Summer 2016
Bachelor of Science in Finance & Real Estate

PROFESSIONAL EXPERIENCE

REALTOR, *ONE SOTHEBY'S INTERNATIONAL REALTY* MARCH 2021 -PRESENT

- Sold \$7,550,000 for a total of 13 Transactions
- Help to manage relationships and handle negotiations with multiple parties during the transaction cycle, including in-house team members, originators, senior underwriters, borrowers and borrowers' team members, attorneys, consultants, and third party vendors
- Gain a strong understanding of the clients' credit and business strategy; including building projected cash flow models to stress credit metrics
- Compile and review tax data for federal and multi-state tax return preparation (both partnership and corporations)
- Implements real estate plans with an understanding of the company's strategic real estate goals. Assists with project initiation and scope definition, prioritization of assignments, and adherence to internal client-driven priorities, commitments, and milestones

CHIEF FINANCIAL OFFICER, *AERONYDE* SEPTEMBER 2016 - OCTOBER 2020

- Raised \$5,500,000 and monitored fund and equity investments, including inflows and outflows
- Individually managed annual budget and business strategy, resulting in increased budget efficiency from an initial \$4 million investment to an additional \$1 million investment
- Designed equity structure that resulted in a 20% division to investors
- Prepared monthly financial reports and managed accounts payables and receivables
- Led and evaluated key performance indicators. Created metrics for all departments and tracked them using a variety of charts and graphs.
- Researched, analyzed, and modeled financial performance

SKILLS

- Quickbooks Desktop
- Strong time management skills and the ability to master details
- Advanced skills in MS Office (Word, Outlook, Excel, Power Point)
- Financial modeling and analysis of KPI's
- Strong analytical skills including ability to analyze financial statements in order to assess lending risk
- Excellent written and oral communication skills with client-oriented focus
- Strong time management skills and the ability to master details

**SUBJECT: Ordinance 2023-01 Second/Final Reading: Changing
Regular Council Meeting Dates and Times**

Staff Report – Town of Indialantic

Meeting Date: March 8, 2023

Summary:

At the Jan. 11, 2023 Town Council Meeting, council members approved drafting an ordinance that would change the regular council meeting schedule dates and times. Town Clerk Raddon suggested the meeting be changed from the *Wednesday preceding the second Thursday of each month* to the second Wednesday of each month which is easier for residents and staff to remember. She also requested the meeting times be changed from 7pm to 6pm and noted that most municipalities in Brevard County hold council meetings earlier than 7pm which is convenient for staff and residents. Ordinance 2023-01 was approved on first reading, Feb. 8, 2023.

Recommendation:

Adopt Ordinance 2023-01

MOTION:
Adopt Ordinance 2023-01.

Submitted by:

Rebekah Raddon

Rebekah Raddon
Town Clerk

Approved for agenda:



Michael L. Casey
Town Manager

44
45 (emphasis supplied); and

46
47 **WHEREAS**, the Town Council is granted the authority, under Section 2(b),
48 Article VIII, of the State Constitution, to exercise any power for municipal purposes,
49 except when expressly prohibited by law; and

50
51 **WHEREAS**, the Town Council of the Town of Indialantic, Florida, hereby finds this
52 Ordinance to be in the best interests of the public order, safety, and welfare of the
53 citizens of Indialantic.

54
55 **NOW, THEREFORE, BE IT ENACTED BY THE TOWN COUNCIL OF THE TOWN OF**
56 **INDIALANTIC, FLORIDA:**

57
58 SECTION 1. Recitals. The foregoing recitals (“WHEREAS” clauses) are hereby
59 fully incorporated herein by this reference as legislative findings and the intent and
60 purpose of the Town Council of the Town of Indialantic.

61
62 SECTION 2. That section 2-31 the Code of Ordinances of Indialantic, Florida, is
63 hereby amended to read as follows:

64
65 **Sec. 2-31. - Time, place for regular meetings.**
66

67 The council shall meet regularly at least once each month on the ~~Wednesday preceding~~
68 ~~the second Wednesday Thursday~~ of the month at ~~6:00 7:00~~ p.m., ~~or as soon thereafter~~
69 as may be convenient to the Town Council, at the town hall, unless notice of a different
70 place, date, or time is posted in town hall and published at least ten days in advance in
71 at least one newspaper of general circulation in the town. Meetings shall generally be
72 held at a place within the corporate limits of the town, provided that from time to time as
73 provided by state statute, the town council is authorized to hold joint meetings to receive,
74 discuss, and act upon matters of mutual interest with the governing body of the county or
75 the governing body of another municipality, at such time and place as shall be prescribed
76 by resolution of the town council ~~hold its meetings outside the corporate limits of the~~
77 ~~town.~~

78
79 SECTION 3. Severability Clause/Interpretation.

80
81 (a) In the event that any term, provision, clause, sentence or section of
82 this Ordinance shall be held by a court of competent jurisdiction to be partially or wholly
83 unenforceable or invalid for any reason whatsoever, any such invalidity, illegality, or
84 unenforceability shall not affect any of the other or remaining terms, provisions, clauses,
85 sentences, or sections of this Ordinance, and this Ordinance shall be read and/or
86 applied as if the invalid, illegal, or unenforceable term, provision, clause, sentence, or
87 section did not exist.

88
89 (b) That in interpreting this Ordinance, underlined words indicate
90 additions to existing text, and ~~stricken through~~ words include deletions from existing
91 text. Asterisks (* * *) indicate a deletion from the Ordinance of text, which exists in the
92 Code of Ordinances. It is intended that the text in the Code of Ordinances denoted by
93 the asterisks and not set forth in this Ordinance shall remain unchanged from the
94 language existing prior to adoption of this Ordinance.
95

96 SECTION 4. Effective Date. This Ordinance shall become effective upon adoption
97 of this Ordinance.
98

99 PASSED by the Town Council of the Town of Indialantic on first reading on the 8th
100 day of February, 2023, and ADOPTED by the Town Council of the Town of Indialantic,
101 Florida on final reading on the ____ day of _____, 2023.
102

103
104 TOWN OF INDIALANTIC
105

106
107 _____
108 Mark McDermott, Mayor
109

110 ATTEST: _____
111 Rebekah Raddon, CMC
112 Town Clerk

Agenda Item **D.1**

SUBJECT: Updated Median Information

Staff Report – Town of Indialantic

Meeting Date: March 8, 2023

Summary:

Based upon Councils discussion at the February 16, 2023 Special Council meeting. We have updated the plans requesting to keep the 32 existing Washingtonia Palms and submitted a Median Variation Submittal Letter with FDOT. Susan Hall will give a presentation of the updated process.

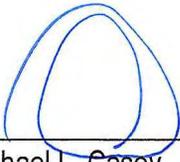
Recommendation:

MOTION:

Submitted by:

Approved for agenda:

Rebekah Raddon
Town Clerk



Michael L. Casey
Town Manager

FDOT SR 500 / US 192 – Landscape Medians

Option A: Keep existing Washington palms

- The existing Washington Palm layout does not meet the current FDOT Design Manual (FDM). A design variation request to FDOT is required to propose this option.
- A Design Variation submittal has already been made and was submitted on March 1st, 2023.
- FDOT's standard review process is 20 working days. Expect FDOT response by March 30th, 2023.

At the April 12th Board Meeting:

- If Option A to keep existing Washington palms is **Approved**, see Exhibit – Project Schedule for the critical timeline.
- If Option A to keep existing Washington palms is **Denied**, consider alternative Options B, C, D below.

Option B: Propose Foxtail Palms

- The landscape plans proposing Foxtail Palms are previously approved by FDOT.
- The critical timeline outlined in the Project Schedule can still apply if chosen at the April 12th Board Meeting.
- Foxtail Palms are less costly than Medjool Palms and their cost will be covered by the grant funds.

Option C: Propose Medjool Date Palms

- This option has not been submitted to FDOT for final review. FDOT's standard review process is 20 working days. Earliest resubmittal to FDOT possible: April 14th, 2023 and expected FDOT response: May 12th, 2023.
- The critical timeline outlined in the Project Schedule will need to be adjusted. A signed JPA following Board Approval must be formed by *early* June to receive the 2023 grant funds (FDOT's 2023 fiscal year is 7/01/2022 - **6/30/2023**.)
- In 2019, FDOT commented on the use of Medjool Palms. FDOT Comment: *The project features the use of Medjool Date Palms. Given the district's increasing mortality of palms due to the growing impacts of Lethal Bronzing, confirm with the maintaining agency that the use of Phoenix palms is acceptable given phoenix palms are the most susceptible to lethal bronzing of any palm species. Other specimen palm species alternates could be considered with less susceptibility to disease. Medjool Palms will require antibiotic injections every 4-6 months and will increase maintenance costs. In addition, Medjool Palms are costly to replace.*
- Due to significant price escalation over the last 4 years, the proposal of Medjool Palms increases the project's installed cost above the awarded grant amount.
- If Option C is Denied, Option B can be submitted.
- So that a signed JPA is formed before early June 2023, a special Board Meeting may be required to approve a JPA for Option C, or for Option B if it follows a submittal of Option C to FDOT first)

- If the Bid Opening occurs past June 30th, the project's design standards and specifications will need to be updated in the contract documents. This may or may not affect the design & specifications.

Option D: Walk away from grant

- This will result in a loss of the grant funds
- FDOT may give notice and require the landscape medians (palms and groundcovers) to be brought into compliance with the FDM standards.

EXHIBIT –

CONSTRUCTION SCHEDULE (MM/DD/YYYY):

Date Agreement Needed (JPA must occur by early June 2023)	:	04-03-23
Board Date	:	04-12-23
Advertise for Construction Services	:	04-18-23
(Since this is a Landscaping JPA, FDOT will provide NTP before the Agency can advertise. All contract documents will need to be finalized before NTP can be released.)	:	
Bid Opening Date (If this occurs after 6-30-23, the design standards and specifications will need to be updated in the contract documents.)	:	5-30-23
Award Date	:	6-14-23
Executed Contract Date	:	6-28-23
Pre-Construction Date	:	02-01-24
NTP to Contractor	:	03-01-24
Construction Duration	:	2 months
Substantial Completion Date	:	05-01-24
Final Acceptance Date	:	05-22-24

SUBJECT: Fifth Avenue Study Committee Dissolution

Staff Report – Town of Indialantic

Meeting Date: March 8, 2023

Summary:

At the February council meeting, Fifth Avenue Study Committee Chairman Greg Harrigan spoke regarding the creation, scope, and structure of the special advisory committee and difficulties with communication due to the Florida sunshine law requirements. Mr. Harrigan advised that a lack of resources, the requirement to bring items to council for approval, and the infrequency of meetings were all constraints on the committee.

Mr. Harrigan has resigned from the committee effective March 1 and recommends it be dissolved. The committee has not been able to form a quorum since their last meeting on December 5, 2022, and no longer has enough members to form a quorum. The committee, which was formed in May 2022 and held its first meeting in August 2022, has a limited duration of 365 days.

Recommendation:

MOTION:

Submitted by:

Rebekah Raddon

Rebekah Raddon
Town Clerk

Approved for agenda:



Michael L. Casey
Town Manager

SUBJECT: Agenda items E. 2 – E. 3 Surveillance and Procurement Policies

Staff Report – Town of Indialantic

Meeting Date: March 8, 2023

Summary:

Councilmember Wright asked for discussion and feedback regarding two policies he is working on. The surveillance policy is intended to address concerns with the town adopting / deploying persistent general surveillance and what that means. This is in response to the Flock system being installed.

The procurement policy is a broad policy that defines what thresholds require town manager approval and what requires town council approval. It includes provisions for emergency, budget line items, when quotes are required and allows for small items to be procured without town manager approval.

Code section 2.4 already requires "Council approval required to obligate town" i.e. the approval of contracts, so that was not included in the policy but can be cross-referenced if necessary.

Recommendation:

Discussion.

MOTION:

Submitted by:

Rebekah Raddon

Rebekah Raddon
Town Clerk

Approved for agenda:



Michael L. Casey
Town Manager

DRAFT RESOLUTION NO. 0X-2023

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF INDIALANTIC, BREVARD COUNTY, FLORIDA, RELATING TO THE **PROCESS FOR ENACTING GENERALIZED SURVEILLANCE CAPABILITY; PROVIDING A POLICY THEREFORE; PROVIDING DEFINITIONS; SETTING FOR REQUIREMENTS AND PROCEDURES; PROVIDING A METHODOLOGY AND PROVIDING FOR AN EFFECTIVE DATE.**

Whereas, the Town Council has determined in that it is in the public interest to adopt a process regarding the Town's enacting of generalized surveillance capability; and Whereas the Town Council recognizes that the substance of generalized surveillance capability may vary; and Whereas, these regulations shall guide the formation, discussion and approval of enacting generalized surveillance capability;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF INDIALANTIC, FLORIDA:

SECTION 1. Recitals. Each and all of the recitals ("WHEREAS" clauses) are XX hereby incorporated herein.

SECTION 2. Adoption of Process for enacting generalized surveillance capability. The following policy be and the same is hereby adopted.

TOWN OF INDIALANTIC GENERALIZED SURVEILLANCE CAPABILITY POLICY

Purpose and Applicability.

This process applies to and serve as a guide to all Town Council Members, Town Manager, Department Heads and Town employees, to ensure timely and adequate review of new generalized surveillance capability as required by this policy prior to implementation.

Definitions

Generalized means broad or widespread use.

Surveillance meaning to observe, watch, or monitor for the purpose of information gathering.

Capability meaning the ability, technique or tools to perform a task.

Criminal Investigation meaning the ensemble of methods by which a crime(s) is studied to collect evidence for potential use in a criminal trial.

Process for Review and Approval of Generalized Surveillance Capability

Town Manager shall be required to request Town Council approval of any new generalized surveillance capability prior to installation and operation. This includes temporary and permanent installations.

Town Manager shall be required to request Town Council approval of renewal or replacement of any existing generalized surveillance capability.

Examples of capabilities that are Generalized Surveillance requiring review and approval by the Town Council:

- Automated license plate readers
- Biometric data (including facial recognition)
- Cell-site simulators
- Security Cameras (excluding those on town buildings and facilities)
- Drones

The Indianalantic Police Department currently uses the following generalized surveillance capabilities, these do not require Town Council approval:

- Dash cameras in patrol cars
- Body cameras on officers

Active criminal investigations using general surveillance capabilities are exempt and do not require Town Council approval.

During emergency or unplanned events first responders may use general surveillance capabilities to aid and assist with safety, recovery operations or crowd control without Town Council approval.

Examples of emergency or unplanned events that the Indianalantic first responders may use general surveillance:

- Natural disaster
- Protests
- Spontaneous large gatherings (flash mob)

Planned and approved special events that use generalized surveillance for crowd control shall include information listing the surveillance planned on the event application provided to Town Council for approval.

Examples of special events that may request the use of generalized surveillance:

- Music concert at Nance Park
- 5k road race
- Protests

DRAFT RESOLUTION NO. 0X-2023

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF INDIALANTIC, BREVARD COUNTY, FLORIDA, RELATING TO THE **POLICY FOR PROCUREMENT; PROVIDING A POLICY THEREFORE; PROVIDING DEFINITIONS; SETTING FOR REQUIREMENTS AND PROCEDURES; PROVIDING A METHODOLOGY AND PROVIDING FOR AN EFFECTIVE DATE.**

Whereas, the Town Council has determined in that it is in the public interest to adopt a policy regarding the Town's procurement process; and Whereas the Town Council recognizes that not all new policies require Town Council approval; and Whereas, these regulations shall guide the formation, discussion and approval of enacting new policy;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUCIL OF THE TOWN OF INDIALANTIC, FLORIDA:

TOWN OF INDIALANTIC PROCUREMENT POLICY

Purpose and Applicability.

The Procurement Policy applies to serve as a guide to all Town Council Members, Town Manager, Town employees, and Departments in the matters of procurement.

1. The Town Manager shall have the authority to purchase, all materials, parts, supplies, equipment and services required by any department or agency of the town, in dollar amount of \$20,000.00 or less. The Town Manager shall reflect such expenditures exceeding \$5,000.00 in a separate or combined report to the council periodically.
2. The Town Manager shall require Town Council approval for purchases in dollar amounts in excess of \$20,000.00 for purchases that where not included as a unique line item in the approved town budget for the applicable fiscal year.
3. The Town Manager shall have the authority to purchase, all materials, parts, supplies, equipment and services required by any department or agency of the town, in a dollar amount equal to or less than the line item in the approved town budget for the applicable fiscal year.
4. The Town Manager and/or Finance Director shall approve all purchases in the dollar amount exceeding \$500.00 for instances where a town employee other than the town manager performs the purchase.
5. In the event of an accident, disaster or other circumstance creating a public emergency, whether officially declared or otherwise, the Town Manager has the authority to award contracts and make purchases in the dollar amount of \$50,000.00 or less for the

purpose of responding to such an emergency. In the event such action is taken, the Town Manager shall, within 24 hours, file a report with the council showing the nature of such emergency and the necessity for such action, together with an itemized account of all expenditures.

6. Small purchases in the dollar amount of \$5,000.00 or less may be made without a competitive bid process, when it serves the best interests of the town.
7. Purchases in the dollar amount of greater than \$5,000.00 shall require a minimum of three (3) competitive quotes, except in the case of an emergency. When it serves the best interests of the town it is acceptable to use previously awarded equivalent competitive bids from another agency (local, county or state). Equivalent bids shall be for the same product or services required by the Town. Equivalent bid issue date(s) shall be no more than 12 months old, otherwise new competitive bids are required.

SUBJECT: Agenda items E. 4 – E. 7 Data breach, police operations systems, CJIS audit compliance, and IT systems audit

Staff Report – Town of Indialantic

Meeting Date: March 8, 2023

Summary:

Councilmember Strand requested discussion on the following topics:

- Data Breach of employee/elected officials' personally identifiable information
- Status of data systems for police dispatch, patrol cars, and communications
- CJIS audit compliance for Indialantic police systems April 12, 2022
- Statement of work and recommendations for IT systems audit

Recommendation:

MOTION:

Submitted by:

Rebekah Raddon

Rebekah Raddon
Town Clerk

Approved for agenda:



Michael L. Casey
Town Manager

TOWN MANAGER'S REPORT

March 8, 2023

1. Intergovernmental Activity:

- a. US-192/SR-500 Resurfacing:** FDOT is proposing to resurface US-192/SR-500 (aka Fifth Avenue) from the easternmost relief bridge to SR-A1A in FY-22. (04/16/18) FDOT has agreed to analyze the mid-block crossings and determine if Rectangular Rapid Flashing Beacons (RRFBs) are warranted. (06/18/18) FDOT has determined that pedestrian counts indicate that Rapid Rectangular Flashing Beacons (RRFBs) are not warranted at the Fifth Avenue mid-block pedestrian crossings. However, FDOT did recommend improving the lighting and signage at these locations which will be factored into the resurfacing project that should commence in FY-22. (04/16/19) FDOT has determined that pedestrian activated crossing signals are not warranted for mid-block crossings on Fifth Avenue at this time. (05/08/19) Resurfacing scheduled for FDOT fiscal year 2023, scheduled for 11/22 (2/3/20) FDOT notified of input meetings coming up soon.(11/4/20) FDOT sent notification of changes for crossings during repaving, adding now midblock RRFBs crossings in updated plans. Changes to crossing at Palm for school crossing (2/2/21) Had meeting with FDOT 2/24/21 was advised start date after July 2022 for the state 2023 fiscal year (3/3/21) FDOT updated information on midblock crossings and design (7/6/21) FDOT to give presentation at December Council meeting (11/2/21) FDOT hosting meeting 2/22/22 virtually and in person Eau Gallie Shriners (2/2/22) FDOT is now placing traffic light at Palm Ave. & US-192, raised crosswalks and lowering speed limit to 30 MPH, project late summer to fall time to begin (3/2/22) FDOT to May Council meeting give presentation.(3/29/22) After May meeting council desires to not have traffic light at median, meeting set with FDOT 5/27/2022 to discuss updates (5/27/22) Resolution red flashing light 5th & Palm (6/6/22) Waiting for updated plans (7/11/22) Scheduled resurfacing to being 2/6/23 (11/1/22) FDOT message sign stating construction begins 2/8/2023 on causeway (1/31/23) Work has begun as of 2/23/23 (3/1/23)
- b. Pedestrian Crossing Signals:** FDOT inspected the US-192 intersections at Riverside Drive and SR-A1A on 2/22/19 and are evaluating possible audible pedestrian signal improvements. (03/13/19) Spoke to DOT sent Jay email 8/15/19. FDOT looking at updating traffic lights and crossing conducting study to work into the resurfacing in 22/23 FDOT fiscal year (2/27/20) During meeting 2/24/21 told they are being done during resurfacing in 22/23 FDOT fiscal year (3/3/21) FDOT is now placing traffic light at Palm Ave. & US-192, raised crosswalks and lowering speed limit to 30 MPH, project late summer to fall time to begin (3/2/22) After May meeting council desires to not have traffic light at median, meeting set with FDOT 5/27/2022 to discuss updates (5/27/22) Hybrid crossing at Palm/Fifth waiting updated plans(8/3/22) All mid block crossing have RRFB and flashing lights in roadway, Palm Ave crossing is Hybrid construction begins 2/8/23 (1/31/23)

TOWN MANAGER'S REPORT

- c. **Pedestrian Crossing SRA1A:** FDOT adding crossing just north of Watson expected spring of 2022. Also all crossing getting flashing lights in street from US192 to Pineda in future (12/6/21) Have begun from Pineda working south installing lights the end of February and in Satellite Beach this week (3/2/22) Progressing south prep work began (3/29/22) Finished upgrading in road lights flashing and all crosswalks, FDOT will be installing new signage post in middle of roadway in next few weeks (5/27/22) Finished all upgrades waiting for Watson & Miramar (7/14/22) Waiting for update on Watson crossing but also waiting on council decision on 11th Ave crossing (1/31/23) Submitted request to FDOT for crossing at 11th (3/1/23)
- d. **H&H Study Grant:** DEP has grant waiting for final approval (12/6/21) Received email update from FDEP stating the grant is been selected for the resiliency and under final review (3/2/22) Received email awarding the \$86,810 award for H&H completed paperwork for FDEP for contacts and insurance submittal as requested, was told they are reviewing and will follow up soon (5/27/22) State sent additional paperwork to complete (6/27/22) Completing required paperwork to submit to FDEP (8/3/22) Submitted paperwork to FDOT (9/7/22) Grant approved and signed with FDEP, met with engineers to past week to work on timeline (10/6/22) Expecting to start project in January (12/5/22) Quarterly report to state (11/3/23) Quarterly report sent to state waiting on BSE to get updated numbers planning on presentation to the council at the March 2023 meeting (1/31/23)
- e. **FDOT Repaving S. SRA1A from US192:** Repaving from US192 to Oak St. in fiscal year 2026 (5/4/22)

2. Fiscal Activity:

- 1. **Fifth Avenue median:** The Town is soliciting proposals from Registered Landscape Architects for consideration to develop a plan to replace the existing plants in the Fifth Avenue median. (06/18/18) A recommendation will be presented to Council for 8/8/18. (08/08/18) Staff is negotiating a contract with Susan Hall Landscape Architecture, Inc. (09/12/18) Workshop will be held 10-18-18 at 6:30 p.m. (10-10-18) Options will be presented to Council at the January meeting for approval. (01/09/19) Some coonties in the median are being relocated to Nance and Douglas parks and to the Fifth Avenue median east of SR-A1A to determine if the areas are suitable for relocation once the new plants are installed in the median. (02/13/19) The grant application was sent to FDOT on 3/7/19. (04/16/19) FDOT has approved the application with funding projected in FY-23. (05/08/19) FDOT contacted me and we are on schedule for FY-23 and working with Susan Hall Landscape Architecture, Inc on first past review of submission (7/29/19). Ryan from Susan Hall's sent preliminary information state approved first pass. Working with Ryan on Bid documents (8/1/19) Received initial Project Schedule, Landscape Plans, ITB and Opinion of

TOWN MANAGER'S REPORT

Project Costs from Susan Halls office for initial submission to DOT for review and I submitted them to FDOT for first review 8/20/19. Heard from DOT Dawn Latchum assigned project number is **442883-2-58-01** for submission (8/21/19). Received comments from FDOT and Susan Hall Landscaping Architecture, Inc is reviewing comments (9/30/19) Spoke with Ryan and his is looking into if lighting can be used (10/28/19) Ryan responded to comments from FDOT on median plans (11/1/19). FDOT wants meeting with landscape architect and town (11/15/19). Meeting wet with FDOT and Susan Hall on 1/28/20 at 2 PM FDOT Deland (11/25/19) Attending meeting and project is still moving forward. Nothing can be done until after repaving is done. Project funded in FDOT 2023 fiscal year earliest project could happen in 8/22 (2/3/20) Ryan recently responded to comments from FDOT (8/4/20) FDOT holding virtual meetings for planning (12/3/20) Updated Susan Hall on new plans for midblock crossings RRFBs (2/2/21) Repaving now scheduled for 22/23 fiscal year (3/1/21) Spoke with Susan Hall gave update on paving project, she advised the final plans are due in June based upon schedule. She has some concerns about current availability and disease issues with vegetation chosen along with a council member question about trees. She would like to schedule speaking at the April Council meeting (3/2/22) FDOT to May meeting do to date change (3/15/22) Meeting with Susan Hall & Kemp on 3/24/22 (3/22/22) Had meeting with Susan Hall and she is updating plans and giving presentation to May Council meeting (3/28/22) Meeting with Susan Hall 4/27 and needs to meeting with SG, emailed presentation for May council meeting (4/25/22) After May meeting council wanted to go to Parks and Rec where Susan Hall gave presentation, Parks and Recreation Committee voted to use the Royal Palm, Ilex Stokes Dwarf, Spider Lily and for ground cover the Asiatic Jasmine, this will be on the June council agenda for final approval (5/27/22) On Council agenda 6/8/22 (6/6/22) Susan waiting on updated plans (7/11/22) Got plans from Susan Hall forwarded to FDOT & received back email from FDOT under review (8/22/22) Received questions to FDOT Susan Hall will answer (9/6/22) Working on answers for FDOT grant (9/26/22) Submitted response to Susan Hall for FDOT response (10/6/22) FDOT rejected Royal Palm, Susan Hall to present at the 11/9/22 council meeting options (11/1/22) Submitted final plans to FDOT with updated trees waiting for answer (12/5/22) Responded to FDOT questions and resubmitted (12/27/22) FDOT sent back for correction (1/3/23) Submitted response to FDOT 1/9/23 and requested JPA for the February Council meeting (1/9/23) Dates needed to be updated per FDOT and resubmitted for JPA at special council meeting 2/16//2023 5:30 PM (1/30/23) Council wanted to not remove current palms been working with FDOT and Susan Hall. Received update paperwork for keeping current palms and submitted letter a variation request to keep palms. Can take up to 30 days to get answer, Susan Hall at March Council meeting (3/1/23)

TOWN MANAGER'S REPORT

3. **Organizational Activity:**

- a. **Swale:** Public works installing swale in at 405 Orlando Blvd.(9/30/20) Environmental task force reviewing swale ordinance to make changes, native plant portion separated at going to P&Z December meeting (12/3/20) Native plant and swale ordinance separated plant ordinance before council (2/2/21) Environmental task force working on (6/3/21) Public works installed swale 400 block Melbourne Ave. (8/3/21) EATF is working on swale ordinance again. EATF still working on updating ordinance (9/30/21) EATF still working on swale ordinance, public works installed swale at 211 Eighth (11/2/21) Stability Committee sample swale Orlando & Ramona (2/2/22) Sustainability Committee working on issues (3/29/22) Public works will be installing swale on N. Shannon in front of the Chalets to resolve standing water issue in the next few weeks (5/27/22) Public works installed swale Ormond & Ramona as requested by Sustainability Board (8/3/22) Swale installed in front of Chalet and has resolved issue. Wavecrest by Casuarina Club complaint of water standing, worked with HOA and public works will install a swale agreed by HOA (9/7/22) Locates complete public works will install January 2023 (1/3/23) Project is under construction at this time (1/31/23) Project complete and has eliminated standing water in roadway (3/1/23)
 - b. **Riverside Pier** met with town engineer about the condition of pier. Pier was built in 2001 at a cost of \$141,700. Some boards on the decking have been replaced over years to repair but majority is original. Decking is in need of replacement. Working with town engineer with options and approximate cost of these repairs. Also looking at the possibility of adding a kayak launch from pier. (10/5/21) First estimate to repair decking only \$120,000 (11/2/21) Placing money into reserves for FY 24 \$125,000 (7/14/22)
2. **Town Hall:** Public works removed carpets from hallway & conference room damaged from leaking roof. Mold found on drywall and was removed and replaced by public works. Tile has been ordered to replace carpets. Project should take several weeks to complete (11/2/21) Finished with work and tile, removing molding drywall (12/6/21) Police department having quality of air issues along with concerns about carpeting from employees, PO issued to treat A/C unit and getting quotes on removing and replacing carpets (3/2/22) Needs new duct work at PD also no candles (3/7/22) Joe waiting on quotes 1st \$22,000 (3/28/22) PO issued and waiting on scheduling from Durham (5/4/22) Durham waiting on duct board on backorder but will be treating vents in next few weeks for mold (5/22/22) Work on PD duct work ongoing and next town hall (7/14/22) PD duct work completed and town hall in the process (8/3/22) All A/C work completed and floors being replaced in PD this month (9/7/22) Floors replaced in PD and all of town hall building partially painted and should be complete next week (10/6/22) Painting of building completed & carpet replaced in chambers, waiting on quotes for door replacement for part of council chambers (11/1/22) Doors ordered for replacement (12/5/22) Door delivery expected in March (1/23/23)

TOWN MANAGER'S REPORT

3. Nance Playground Committee: Fundraising is going on and have on hand \$90,000. Committee has event planned for 1/16/22 at Village Market. Finalizing plans and should bring contract to Council soon for playground (11/2/21) Contract signed with and excess of \$190,000 raised. Pre build meeting 2/7/22 with build date of 4/19/22 (2/2/22) Fund raising goal met, public works removed trees and site preparation underway, build date 4/19 to 4/23 (3/2/22) Trees removed and site work has begun (2/28/22) Contract signed for tents and artificial grass (3/15/22) Area prepped and signs ordered(3/29/22) Playground sent delivery date 4/11/22, next playground meeting 4/15 at 10:30 am and team leader meeting 4/18 (4/7/22) Playground built some touchup work and grading is taking place this week. Cement work should begin along with instillation of ground cover, tentative grand opening set for 5/6 or 5/7 (4/25/22) Playground opening and ribbon cutting 5/13/22 (5/4/22) Playground complete but waiting on vendor to correct some issues with turf before final payment is made, we are working with him to resolve (5/27/22) Issue resolved, state approved \$200,000 but waiting on committee to meet 8/5/22 (7/14/22) Committee approved changes to include shade structures now application will be submitted (9/7/22) Told the \$200,000 needed to be spent after July 1,2022 working on resolution to issue (9/20/22) allowed to use previous work from original build will be allowed for county toward contributions working on numbers to submit to FDEP (9/26/22) Submitted budget and timeline to FDEP for approval (10/6/22) FDEP says we should have agreement in next week, council agenda 11/9 meeting to order playground equipment (11/1/22) Ordered equipment and grant approved but need updated paperwork submitted and waiting on title search from PG (12/5/22) Working on submittal of paperwork just received title search to submit (12/6/22) In progress of completing submission by end of week (1/3/23) All paperwork for notice of commencement submitted waiting on response (1/23/23) Spoke to FDEP and they are reviewing to issue notice of commencement (1/31/23) After review changes were needed and resubmitted several times with changes, last submission 2/28/23 (3/1/23)
4. American Rescue Plan Act (ARPA) received first payment from FDEM. Working on stormwater project to be funded from ARPA with town engineer (11/2/21) Final rule for ARPA issued allowed to take up ten million in income loss, on council agenda to approve change do to final rule and simplification of reporting along with firm to assist (3/2/22)Signed agreement with James Morre Accounting for ARPA Reporting and Compliance(3/29/22) Working with firm to make first report due 4/30 (4/7/22) First report submitted last week (4/25/22) second and final payment of ARPA received. (9/7/22) Submitted paper reference audit requirements (10/6/22) Contacted James Morre Accounting for ARPA Reporting that is due in the month of April (3/1/23)
- c. Boardwalk damage from vehicle accident waiting on engineer expectation of cost. Money from insurance received from both crashes and town engineer working on getting quotes to award contract (2/2/22) Engineer is finalizing design to include guardrail and planters to protect area from further damage

TOWN MANAGER'S REPORT

- (3/29/22) Met with SG and he is making intersection crossing ADA compliant, also sent sample of planter (4/7/22) Gave SG the approval on design and he is getting quotes and bids, public works going to build planters (4/25/22) Joe has ordered planters supplies, SG is waiting on contractor to finalize prices so we can enter into contract, issues with the difficulty in getting cement also is one of the issues (5/27/22) SG working on getting bids for work and timeline (6/21/22) Sent email to SG today looking for update (7/11/22) Repairs approved by council at July meeting at work has begun (8/3/22) Concrete work expected 2nd week of September (9/7/22) Work finished on roadway and awaiting install of guardrails and replace rotted piling (10/6/22) Boardwalk back open, guardrail and planters waiting install for pipe repair (11/1/22) Temporarily installed jersey barriers to project boardwalk (1/3/23) Waiting on council approval for pipe repairs so permanent protection and planters installed (1/31/23) After Council moving pipes was decided and BSE is redesigning and getting cost estimates (3/1/23)
- d. Comp plan amendment Chapter 163, *Florida Statutes* (F.S.), requirement for local governments to adopt an updated Water Supply Facilities Work Plan and related comprehensive plan amendment within 18 months of governing board approval of the CSEC RWSP per SJRWMD. Sent email to Jim LaRue (4/19/22) Expect this to be finalized for submittal in June (5/27/22) Spoke to Jim LaRue this past week and he is working on update (11/1/22)
 - e. Council approved ordering new firetruck, \$400,000 from already reserved money and \$181,426.09 from ARAP funds truck ordered in April expect 22 to 24 month delivery by Chief Flamm (5/27/22) Chief Flamm and Captain Burnett scheduled preconstruction meeting with Sutphen Fire Truck (9/7/22) Fire Chief advised after preconstruction meeting deliver date expected April 2024 (10/6/22)
 - f. Removing County from lease from Nance & Sunrise Park. Working with county but issues may exist because of state wanting to open to other parties (8/15/22) Sent email to Jason Steele and Commissioner Zonka (8/29/22) Spoke with County Park Director 1/23/23 told her we are not interested because of the chance of losing parks (1/23/23) Commissioner Tobia has requested last 5 years financials for Nance Park and they were supplied (3/1/23)
 - g. Hurricane Ian damages and issues, 1400 block Miami road damage, Riverside & Orlando partial collapse, 400 block Oakland pipe issues, 400 block of Genesse, 500 block Watson, Debris pickup interlocal agreement with county put into action (10/4/22) working on FEMA estimates for county (10/6/22) All Debris material picked up and back to normal services with Waste Management (11/1/22) Working with FEMA and have follow up meetings scheduled (1/3/23) Meeting with BSE needed to discuss options (1/3/23) Meeting with BSE and camera pipe damages and BSE working up numbers for repairs for outfall by need info by 2/1 scheduled for 1/26 or 1/27 (1/23/23)

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BSE sent updated cost to repair for areas, report from inspection coming (1/30/23) Met with FEMA rep today and gave updated cost and they are submitting numbers from damage (1/31/23) Several meetings with FEMA this past month to include site inspections, paperwork completed and returned to FEMA for the two sites and we are waiting on response from FEMA. Also received bill for our portion of the debris pickup from Brevard County \$5,436.30 (3/1/23)

- h.** Fire Chief Flamm submitted is retirement paperwork for 7/24/2023, working advertising and posting for the Fire Chiefs job. No internal candidates are interested at this time (3/1/23)

Indialantic Fire Rescue Monthly Report for February 2023

FIRES		
Structure Fires		1
Brush Fires		
Vehicle Fires		
Trash Fires		
Other Fire Calls		
RESCUE & EMERGENCY MEDICAL		
Medical		21
Well Being Check/Lift Asssist		
Water Rescue		7
Motor Vehicle/Pedestrian Accident with injuries		1
Motor Vehicle with no injuries		
Rescue Call, Other		
HAZARDOUS CONDITIONS (No Fire)		
Electrical Wiring/Equipment Problem/Gas Leak		4
GOOD INTENT CALL (citizen calls 911 for suspected incident)		
Dispatched and Cancelled Enroute		3
Dispatched and Cancelled on Scene		3
FALSE ALARM & FALSE CALLS		
False Alarm or False Call		4
Smoke Detector activation due to smoke or dust		1
SPECIAL INCIDENT TYPE		
Public Service Calls		6
Assist Other Government Agency		3
Special Type of Incident		4
TOTAL CALLS		58
TOTAL CALLS YEAR TO DATE (Calendar Year to Date)		102
FIRE INSPECTIONS/BUSINESS TAX RECEIPT INSPECTIONS		6
FIRE HYDRANT INSPECTIONS/FLOW TESTING		0
PUBLIC EDUCATION/DEMONSTRATIONS/TALKS		0
MUTUAL AIDE (Assistance given to another Fire Dept.)		GIVEN 6
(Assistance received by another Fire Dept.)		RECEIVED 2

AVERAGE RESPONSE TIME	Time from dispatching to arrival	INDIALANTIC FIRE	
	From CAD our dispatch to their arrival	BREVARD COUNTY	

VOLUNTEER HOURS	153.65
SAVINGS REALIZED BY THE TOWN	\$3,073

VOLUNTEER F/F ACTIVITY	The volunteers held their monthly business meeting on Tuesday 2/7/23 and weekly training meetings on 2/14, 2/21 & 2/28. Two of the volunteers also attended our Live Fire Training session held at Eastern Florida State Fire Academy along with Melbourne Beach Volunteer Fire Department and Satellite Beach Fire Department.
CAREER F/F ACTIVITY	The career firefighters have been learning to navigate through our new incident reporting system. This report will likely change as the reports from the new program are much different from the previous system. Crews conducted Live Fire Drills along with the volunteers as well.

No response times available due to CAD reports not being accessible.

Police and Building Department reports will be provided on March 8.