



CITY OF TITUSVILLE

TITUSVILLE SOCIAL SERVICES AD HOC COMMITTEE

AGENDA

Regular Meeting

July 15, 2026 - 5:30 PM

Harry T. Moore Social Service Center

725 South DeLeon Avenue, Titusville, FL 32780

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request that the physically handicapped person desires to attend the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. DETERMINATION OF A QUORUM

4. APPROVAL OF MINUTES

A. Minutes

Approve minutes

5. OLD BUSINESS

A. Titusville Social Services Ad Hoc Committee Recommendation Report

Consider final Recommendation Report for submittal to City Council

6. NEW BUSINESS

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (OPEN FORUM)

8. ADJOURNMENT

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Titusville Social Services Ad Hoc Committee
From: Terrie Franklin, Neighborhood Services Director
Subject: **Minutes**
Department/Office: Neighborhood Services

Recommended Action:

Approve minutes

Summary Explanation & Background:

Consider prepared minutes from the June 17, 2026 meeting, for approval.

Alternatives:

Approve as written or with changes

Item Budgeted:

N/A

Source/Use of Funds/Budget Book Page:

N/A

Strategic Plan:

N/A

Strategic Plan Impact:

N/A

ATTACHMENTS:

1. 6.17.2026 - Ad Hoc Committee Minutes Draft



**CITY OF TITUSVILLE
TITUSVILLE SOCIAL SERVICES AD HOC COMMITTEE
MINUTES**

WEDNESDAY, JUNE 17, 2026

5:30 PM

The Titusville Social Services Ad Hoc Committee meeting was held at the Harry T. Moore Social Service Center, 725 South DeLeon Avenue.

XXX

The members present were Chairman Dr Gina Beckles, Member Nancy Oliver, Member Cynthia Dennison, Member Christina Stokes, Member Kimberly Brooks, Member Reva Watson, and Member Erica Davis.

City staff present were Neighborhood Services Manager Tracy Davis, and Neighborhood Services Housing Program Specialist Sheila Martin.

XXX

1. CALL TO ORDER

Meeting was called to order at 5:30 p.m.

XXX

2. ROLL CALL

City staff performed roll call.

XXX

3. QUORUM

Quorum was established by roll call.

It is noted that Member Stokes joined the meeting after roll call.

XXX

4. APPROVAL OF MINUTES-May 20, 2026

Motion to accept minutes as is made by Member Dennison; seconded by Member Brooks.
Motion passed by unanimous voice vote of yes.

XXX

5. OLD BUSINESS

A. Review feedback results of May 20, 2026, Public Open Forum meeting

The Committee reviewed the Report prepared by the City staff regarding the feedback results from the May 20, 2026, Public Open Forum.

XXX

6. NEW BUSINESS

A. Consider draft Recommendation Summary Report

The Committee reviewed the Draft Recommendation Summary Report that was prepared by City Staff.

The Committee discussed specific language under the “Underutilization and Operations” section of the Draft Recommendation to Council regarding the usage of the building, and that the Harry T. Moore Center should not function like a traditional City building, such as City Hall, because it is a community center, so the usage should be more flexible and not limited to specific, designated amount of times that an organization can utilize the Center, and that the Center should be open to the public until 5:00pm. The Committee agreed that this section needed a new recommendation bullet point that stated, “Turn over the management of the facility to a social services organization.”

Under the “Tenancy” section of the Draft, the Committee agreed that the language “The Committee recommends the following actions be pursued by the City,” should be changed to read, “The Committee recommends the following actions be pursued by the managing organization.” Further, the Committee agreed that an additional recommendation bullet point should be added that stated, “Management by a separate, non-city entity overseeing the social services being offered at the facility.”

The Committee then discussed the “Public Use” section of the Draft. It was the consensus of the Committee that the word “but” should be struck from the first paragraph of this section and replaces with “and.” Further, the Committee agreed that “a memorial wall” should be included in this paragraph regarding the examples of public uses for the facility. The Committee also agreed that the word “volunteer” should be struck from the second recommendation bullet point, and that a third recommendation bullet point should be added that stated “Serve community dinners up to 7:00pm.

Under the “Transportation” section of the Draft, the Committee agreed that an additional recommendation bullet point should be added stating, “Provide information on various transportation options.”

It was the consensus of the Committee that an additional section should be added to the Draft that stated “Grand re-opening and rebranding of the facility with the City symbolically handing over the operations to the social services provider” for when the nonprofit organization assumes operations of the Harry T. Moore Social Services Center.

A motion to accept the Draft Recommendation Summary Report to Council with the revisions made by the Committee and have City staff prepare the final version, which will be reviewed at the July 15, 2026, AD HOC meeting, was made by Member Oliver; seconded by Member Reva Watson.

Motion passed by unanimous voice vote of yes.

XXX

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (OPEN FORUM)

Two (2) public comment cards were submitted by the public. The first card called was from Tony Shifalo. Mrs. Shifalo addressed the Committee regarding the City property that memorial wall and “pocket park” and establishing a nonprofit 501(c)(3) through a collective community effort along with the Concerned Citizens Group to thereby run the Harry T. Moore Social Services Center and achieve the goals of the community for their vision as to how the Center should operate.

The second public comment card was from Darcia Bair. Ms. Bair addressed the Committee regarding her visits to the Center as a volunteer with the Summer Food program and that there was no one sitting at the front desk to immediately greet people as they come in the building. Further, Ms. Bair discussed the June 9, 2026 City Council meeting where it was stated that there was \$165,000 of “unspent” money, and that it was suggested at the meeting, that these funds be used for sidewalks and roads, and she asked why those funds were not in the city budget for the community and that the pocket park could not be funded by the HUD money, what are the allowable uses in the community for the funds. Tracy Davis responded that the \$165,000 of “unspent” money that is carrying over is for the First Avenue project, and the funds are listed as “unspent” because they are encumbered but not yet expended, and that the CDBG funds are allocated in specific ways, and the Neighborhood Services Department has been working with the community in the current South Street target area and holding meetings every year to assess what the community in the target area wants to do, and currently, it is the First Avenue sidewalk project, but ultimately, City Staff does not make the decision regarding the projects in the target area, they work with the community to assess what they want.

XXX

8. ADJOURNMENT

With no further business and discussions, the Committee adjourned the meeting at 6:57 p.m.

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Titusville Social Services Ad Hoc Committee
From: Terrie Franklin, Neighborhood Services Director
Subject: **Titusville Social Services Ad Hoc Committee Recommendation Report**
Department/Office: Neighborhood Services

Recommended Action:

Consider final Recommendation Report for submittal to City Council

Summary Explanation & Background:

At its June 17, 2026 meeting, the Committee reviewed the draft Recommendation Report prepared by staff as requested. As a result, the Committee made revisions to the draft report in preparation for submittal to City Council.

The Recommendation Report has been updated by staff with the Committee's changes and is ready for final review and acceptance. If approved, the Recommendation Report will be submitted to City Council at a future meeting.

Staff is requesting the Committee's approval of the Recommendation Report and to set a date for its submittal to City Council. The Committee Chairperson, along with City staff, will present the report to City Council at this determined date.

Alternatives:

Accept as written or with changes

Item Budgeted:

N/A

Source/Use of Funds/Budget Book Page:

N/A

Strategic Plan:

N/A

Strategic Plan Impact:

N/A

ATTACHMENTS:

1. AD HOC COMMITTEE RECOMMENDATIONS- FINAL

TITUSVILLE SOCIAL SERVICES AD HOC COMMITTEE
HARRY T. MOORE SOCIAL SERVICE CENTER
RECOMMENDATIONS TO CITY COUNCIL

The Social Services Ad Hoc Committee met from March 2026 to July 2026 to discuss, collect data, and formulate recommendations to address gaps identified by the public with regard to the services and recreational activities offered at the Harry T. Moore Social Service Center.

The below recommendations are the results of those conversations, collected data through public input, and Committee member insights.

The Committee presents these recommendations to City Council in an effort to address the perception that the facility is underutilized, the lack of space for public use, and the lack of non-profit tenancy to provide services that can bridge the identified gaps.

I. Underutilization and Operations

Through data collection, historical information, and public feedback, the Committee has identified, what it believes, is an underutilization of the facility. As a result, the Committee recommends that the City investigate reorganizing the operations of the facility to create more usable space for organizations, agencies, and other governmental agencies to offer more social and human services from the facility.

The Committee recommends the following actions be pursued by the City to address this deficiency:

1. Downsizing or eliminating City use of the facility.
2. Offering more flexible rental opportunities.
3. Utilization of outdoor spaces.
4. Official invitations to various organizations and agencies to regain tenancy (i.e., Social Security, Department of Children and Families, AARP, Legal Aide, and job training).
5. Outsourcing the management of the facility to a social services organization.

Staff comments:

#1 – Based on prior feedback from organizations and agencies, tenant office space was increased through reorganization of spaces to create co-share spaces and a conference room. Staff is open to additional recommendations or advisability from City Council. An operational and cost analysis would be required to determine feasibility and budgetary impacts should City Council want to pursue this recommendation.

#2 – The Harry T. Moore Social Service Center currently offers annual office space rentals and co-share spaces for non-profit organizations willing to offer social and human services to citizens of Titusville. Current rental rate for an office space is \$1200 per year, while a temporary co-share space is \$25 per day. Staff is open to additional recommendations or advisability from City Council to address this recommendation.

#3 – The grounds at the Harry T. Moore Social Services have historically been utilized for public events. However, there are no physical outdoor spaces or facilities identified. Parking is very

limited, which limits capabilities. Staff is open to additional recommendations or advisability from City Council to address this recommendation. Based on Council's direction or advisability, a cost analysis may be needed to determine operational and budgetary impacts.

#4 – The Neighborhood Services Director has invited several organizations, including those recommended by the Committee, through annual invitations and at various community functions and events. When the social services aspects of the City were outsourced, the contracted agency took over vacant offices for operations, which decreased rental space opportunities. Additionally, during the COVID epidemic, agencies consolidated operations and left the facility. Staff is open to additional recommendations or advisability from City Council should Council want to pursue this recommendation.

#5 – In 2016, to address City budgetary issues, the City issued a Request for Proposal that sought to engage a non-profit organization to continue the existing social services being offered at the Harry T. Moore Social Service Center by the City as well as offer additional services. As a result, the social services aspect of the Neighborhood Services Department was outsourced for a period of approximately five years. During this period, the City maintained control of the facility and its day-to-day operations and managed the lease thereof.

An operational and cost analysis would be required to determine feasibility and budgetary impacts should City Council want to pursue this recommendation.

II. Tenancy

The Committee has identified a lack of occupancy at the facility post COVID.

The Committee recommends the following actions be pursued by a managing organization to address this deficiency:

1. Robust campaign to regain interest in the facility.
2. Better outreach.
3. Pursue separate, non-City entity, management and oversight of the services being offered at the facility.

Staff comments:

#1 – In addition to on-going invitations and media outputs, staff is open to other opportunities to address this recommendation and seeks advisability from City Council should Council want to pursue this recommendation.

#2 – Staff is open to additional outreach options and seeks advisability from City Council should Council want to pursue this option.

#3 – A feasibility study and costs analysis would be necessary to understand its impacts on City services, personnel, and financial operations should City Council want to pursue this option.

III. Public Use

Through data collection, historical information, and public input, the Committee has identified a desire for public use of the facility and its grounds. These uses should not be limited during normal operational hours and offered to the public for evening and weekend events or meetings. The availability of the facility and grounds for public use for such things as receptions, family gatherings, celebrations, organizational meetings, prayer or religious meetings or gatherings, community gardens, farmer's markets, health screenings and services, memorial wall, and more should be welcomed and considered.

The Committee recommends the following actions be pursued by the City to address this deficiency:

1. Create a policy for use of the facility.
2. Create a program to manage the facility for evening and/or weekend use.
3. Serve community dinners up to 7:00pm.

Staff comments:

#1 – A policy expanding public uses of City facilities, adding the Harry T. Moore Social Service Center, was successfully implemented by staff in June 2026.

#2 –The Harry T. Moore Social Service Center has an inactive volunteer program. Should City Council desire to pursue this recommendation, staff can revamp and reinstitute volunteer opportunities.

#3 – Historically, community meals have been provided through sponsorships and only when sponsorships were available. When meals were sponsored, they were served from 4-5pm. During the outsourcing phase of the facility, meals were served from 3-4pm. Currently, because there has been no sponsorships interest, the Neighborhood Services Department (City), has been providing meals directly once a month between 3-4pm. Changing or increasing the time would require a cost analysis to understand the feasibility and financial impacts on City operations and its budget should City Council desire to pursue this recommendation.

IV. Transportation

At the open forum public meeting, there was a consistent topic concerning the lack of transportation to services. While there seems to be available services at the Center and in proximity to the Center and city-wide, citizens are having a hard time getting to the services due to lack of transportation.

The Committee recommends the following actions be pursued by the City to address this issue:

1. Increase public or private transportation programs through partnerships.
2. Provide information on various transportation options.

Staff comments:

#1 - Inquiries and outreach have been carried out by City staff to create or expand partnerships with local organizations and agencies. However, staff is open to recommendations or advisability from City Council should Council desire to pursue this recommendation.

#2 – The Harry T. Moore Social Service Center currently maintains a Resource Center that offers information on public and private transportation options. Staff is open to additional recommendations or advisability from City Council should Council desire to pursue other methods concerning this recommendation.

V. Other recommendation - Grand Re-Opening

Should City Council pursue the Committee's recommendations under sections I.5 and II.3, the Committee recommends that a grand re-opening and rebranding of the facility be held to symbolically represent handing over the operations of the facility.

Staff seeks advisability from City Council should Council desire to pursue this option in the future.

PUBLIC FEEDBACK RECORD

The following summary of public comments obtained at the Ad Hoc Committee open forum meeting on May 2026, are the basis for the Committee's recommendations:

D. Hobart

Better community outreach is needed and less social media. Distribution of flyers and event calendars are needed throughout the community, so people are informed of what services are available and when.

D. Bair

Not a lot of activity at the center. Suggest partnering with the Boys & Girls Club to offer more activities. Offer more healing events such as yoga, Ti Chi, and offer them in the morning and evenings to allow working parents and school-aged children to attend. Because the Gibson Center is hard to utilize, the Harry T. Moore Center could be another opportunity to create space for these types of activities.

L. Golden (representing the Concerned Citizens Group in attendance)

Comparing services or uses of the building prior to City offices occupying the building shows a decline in services due to lack of agencies. The center also used to have pastoral and church services before City use. A food pantry is needed back in the target area or transportation to food pantries is needed, a lot of residents are having to catch the bus or walk to food pantries, and the cost of gas is making it difficult to get there. Other uses should include Social Security and food stamps at least once a week as people are having to take the bus to these agencies, and not everyone has or can get a bus ticket.

D. Davis

The community had a vision of using the center for small events, and a place for the children to come participate in STEM programs and learn to read, as well as classes for senior citizens such as sewing. If the community residences don't have use of the building then what is the use of having it here in the neighborhood. The center should be available for use by the residents in the evening for special occasions or when other facilities are not available. The use of facility should be heard from those that live in the community, not outsiders or those that never use the facility. Those that live in the immediate community understand and know the history of the center and its uses, and know what services are needed. There should be help with social security and food stamp applications, and opportunities for more use by the community. The lack of use or participation is also because of the store next door; a lot of people do not want to come to the center because they are scared and fear for their lives because of the activities going on next door at the store. With the recent store closure, people want to come back and want to use the center for things.

S. Lincoln

The center lost a lot of its services due to the impacts of COVID and the no-contact policy, and relationships were lost and we never seemed to regain them. People got used to social distancing and it became the norm, and we need to get people to come back in person for services. The center

should be staffed by those that care and that people feel comfortable with and are welcoming. The center should be run by an agency that has all the connections and abilities. The biggest challenge is getting the information out into the community. The services are here but how do we connect the services and partnerships so the community can maneuver through the available services.

B. Pittman

Ideas should come from the community. The City and the Committee shouldn't make all the rules and regulations for the center; those in the community should have a say so.

K. Davis

Recommends creating invitations to agencies to create a hub at the facility. These agencies could come once a month on a rotating basis to help with such things as social security, Medicare, taxes, job training, skill training, etc. The outreach is good and the services are there, but we need to create a hub where these services can be centralized in the community.

C. Bell

Discussion in the community with groups and people included the need for more agencies to come into the center to help citizens complete forms to obtain various assistance and also help with basic things like how to dress for job interviews or how to complete a job application.

The official minutes from the Open Forum public meeting are available for a more in-depth account of the public comments.