City Council
Regular Meeting
December 10, 2024

The City of Titusville City Council met in regular session on Tuesday, December 10, 2024, at Titusville City Hall, second floor, Council Chamber, 555 South Washington Avenue, Titusville, Florida 32796.

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Mayor Connors called the City Council meeting to order at 6:30 p.m. Those present in the Council Chamber included Mayor Andrew Connors, Vice-Mayor Herman Cole, Jr. Col USAF Retired and City Council Members Megan Moscoso, and Jo Lynn Nelson. Also present were City Manager Scott Larese, City Attorney Richard Broome, and City Clerk Wanda Wells. Sr. Administrative Assistant Emily Campbell completed the minutes. Dr. Sarah Stoeckel was absent.

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Mayor Connors requested a moment of silence. He then led those present in the *Pledge of Allegiance to the Flag*. Additionally, City Clerk Wanda Wells read the procedure for public comment and participation.

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APPROVAL OF MINUTES – None.

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Motion: Member Nelson moved to hear Item 11A – Riverfront Park Signage after boards and commissions. Vice-Mayor Cole seconded the motion. The roll call vote was:

Member Moscoso	Yes
Member Nelson	Yes
Mayor Connors	Yes
Vice-Mayor Cole	Yes

The motion carried unanimously.

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SPECIAL RECOGNITIONS & PRESENTATIONS

PFMAM, LLC City Portfolio Presentation - Fiscal Year (FY) 2024 – City Manager Larese advised that PFMAM, LLC would provide the City's portfolio presentation for Fiscal Year 2024. No action was requested.

Leslie Weaber with PFM Asset Management provided a presentation that highlighted as follows:

- Investment Performance Review for the Quarter Ended September 30, 2024
- Agenda
- Market Update
- Current Market Themes
- The Fed Begins the Cutting Cycle with 50bps
- Labor Market Moves into Better Balance
- Hiring Plans Return to Long Run Averages While Layoffs Remain Near Historic Lows
- Inflation Trends Lower
- Inflation and Labor Market Conditions Leave the Consumer Well-Positioned
- Consumer Activity Remains Solid
- Yields Reprice Lower in Anticipation of Fed Cuts
- The Fed's Latest "Dot Plot
- Fed's Updated Summary of Economic Projections
- U.S. Treasury Yields Fall as the Yield Curve Begins to Disinvert
- Sector Yield Spreads
- Fixed-Income Index Total Returns in 3Q 2024
- Fixed-Income Sector Commentary – 3Q 2024
- Fixed-Income Sector Outlook – 3Q 2024
- Fixed-Income Sector Outlook – 4Q 2024
- Account Summary
- Sector Allocation Analytics
- Max Maturity Analytics
- Issuer Diversification
- Certificate of Compliance
- Portfolio Review: CITY OF TITUSVILLE, FL PORTFOLIO FUNDS
- Portfolio Snapshot - CITY OF TITUSVILLE, FL PORTFOLIO FUNDS
- Issuer Diversification
- Sector Allocation Review - CITY OF TITUSVILLE, FL PORTFOLIO FUNDS
- Historical Sector Allocation - CITY OF TITUSVILLE, FL PORTFOLIO FUNDS
- Portfolio Activity - CITY OF TITUSVILLE, FL PORTFOLIO FUNDS
- Portfolio Performance
- Accrual Basis Earnings - CITY OF TITUSVILLE, FL PORTFOLIO FUNDS
- Issuer Distribution as of September 30, 2024
- Managed Account Detail of Securities Held
- Quarterly Portfolio Transactions
- Important Disclosures
- Glossary

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<u>Titusville/Farmton (TIFA), LLC FY 2025 Budget and FY 2026 Pro Forma Projections</u> – City Manager Larese advised there was a presentation of the Titusville/Farmton (TIFA), LLC Fiscal Year (FY) 2025 Budget and FY 2026 Pro Forma Projections. No action was requested.

Public Works Director Kevin Cook stated that TIFA was the public/private partnership between the City of Titusville and the Miami Corporation to supply raw water to the City. He stated that Jim Ball was the City's representative and Robbie Lee, Jr. was Miami's representative on the management committee.

Public Works Director Kevin Cook provided a presentation that highlighted as follows:

- TIFA Budget 2025
- TIFA LLC Management Committee
- TIFA History
- Raw Water Supply (Last 12 Months)
- Finished Water Supply (Last 12 Months)
- TIFA LLC Budget Drivers
- TIFA LCC Raw Water Rate History & Projections
- TIFA LLC Impact to City Budget

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Vice-Mayor Cole stated that Member Stoeckel advised council that she would not be present at this meeting and asked council to table the board appointments until the Regular City Council meeting on January 14, 2025 at 6:30 p.m.

<u>Motion</u>: Member Nelson moved to table Item 6A - Board of Trustees of the General Employees' Pension Plan and Item 6B - Titusville Environmental Commission (TEC) to the Regular City Council meeting on January 14, 2025 at 6:30 p.m. and authorize the incumbents to continue serving on the board, until Council could return and have discussion on January 14, 2025 at 6:30 p.m. Vice-Mayor Cole seconded the motion. The roll call vote was:

Member Nelson	Yes
Mayor Connors	Yes
Vice-Mayor Cole	Yes
Member Moscoso	Yes

The motion carried unanimously.

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BOARDS AND COMMISSIONS

Board of Trustees of the General Employees' Pension Plan – This item was tabled to the Regular City Council meeting on January 14, 2025 at 6:30 p.m.

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Titusville Environmental Commission (TEC) – This item was tabled to the Regular City Council meeting on January 14, 2025 at 6:30 p.m.

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Board of Adjustments and Appeals – City Manager Larese advised the request was to accept the resignation of Regular Member Kristen Smith-Rodriguez of the Board of Adjustments and Appeals. The resignation was effective on December 31, 2024.

Toni Shifalo stated that she wanted to praise Ms. Smith-Rodriguez for her dedication and depth of research on issues while serving on the Board of Adjustments and Appeals. She stated that although she did not always agree with her decisions, she appreciated the process of her decisions.

Motion: Member Nelson moved to accept the resignation of Regular Member Kristen Smith-Rodriguez of the Board of Adjustments and Appeals, effective on December 31, 2024, with regrets. Member Moscoso seconded the motion. The roll call vote was:

Mayor Connors	Yes
Vice-Mayor Cole	Yes
Member Moscoso	Yes
Member Nelson	Yes

The motion carried unanimously.

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Riverfront Park Signage – City Manager Larese advised the request was to provide direction on Riverfront Park Signage.

At the June 11, 2024 Council meeting, City Council approved the naming of Riverfront Park and requested that informational signage about the Riverfront Acquisition Referendum be presented at a future City Council meeting for the Council's review and consideration of the location of the signage.

Staff recommended two signs be placed at Riverfront Park. Sign #1 was an informational sign about the Riverfront Referendum that would be placed near the observation pier inside the park. Sign #2 was a park name sign that would be placed close to the entrance of the park. Staff was requesting direction on the content and placement of the signs.

Laura Ward thanked the previous council for the name of the park. She stated that she was in support of the signs. Ms. Ward asked about the size of the park name sign.

Operations Director Sandy Reller stated that the park name sign was 36 inches by 36 inches.

Toni Shifalo stated that she worked with Laura Ward on this project. She also stated that she was in support of the information sign, but asked staff to make the park name sign more attractive. Ms. Shifalo discussed the important of saving riverfront property.

Motion: Member Nelson moved to approve the Riverfront Park Signage, as recommended. Vice-Mayor Cole seconded the motion. The motion carried unanimously.

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PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (NONAGENDA ITEMS) –

Kay St. Onge stated that she lived in the Grove Park Subdivision, directly west of Parrish Medical Center. She stated that the Titusville Assisted Living Facility was in the planning stages for thirteen acres north of US Highway 1 and north of Silver Star Road. She stated that the site plan called for an exit from the facility onto Silver Star Road leading to US Highway 1, but it also called for a gated emergency access onto Georgia Avenue in Grove Park. Ms. St. Onge expressed concern for the heavy construction vehicles utilizing Georgia Avenue. She stated that Georgia Avenue was a narrow, local road and several children used Georgia Avenue to ride their bikes to school. She requested staff to direct the developer to restrict construction vehicles from using Georgia Avenue.

Member Moscoso asked Community Development Director Brad Parrish if the developers were going to use Georgia Avenue to access the property for construction.

Community Development Director Brad Parrish stated that staff has not had a pre-construction meeting with the developers. The development had an approved site plan, but had not been issued a permit. He said it was possible that they had access to use that road.

Ron Swank stated that he lived on Georgia Avenue. He stated that he was concerned with the construction aspect of the Titusville Assisted Living Facility Project. Mr. Swank stated that he was concerned about the safety of the children that live near Georgia Avenue and ride their bikes on the road. He also expressed concern for the heavy construction equipment using Georgia Avenue and prematurely wearing out the road. He asked staff to discuss hours of operation on the site to protect the children that ride their bikes to and from school on Georgia Avenue.

Council directed staff to strongly encourage the developer for the Titusville Assisted Living Facility to not use Georgia Avenue for their construction vehicles, Council also expressed concern of the operation of hours.

Community Development Director Bad Parrish stated that he will discuss the concerns with the developers, but he was not sure if staff or the City Council could put a condition on an administrative approval.

Motion: Member Nelson directed staff to strongly encourage the developers of Titusville Assisted Living Facility Project to not use Georgia Avenue for their construction vehicles. Vice-Mayor Cole seconded the motion. The motion carried unanimously.

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Jeremy Bo Rushing stated that he has lived on Georgia Avenue for the past fourteen years. He stated that he was speaking for his family as well as the other thirty children in the neighborhood. Mr. Rushing stated that the children ride their bikes every day after school and on the weekends on Georgia Avenue. He was not in support of heavy construction equipment driving down his street to access the Titusville Assisted Living Facility Project.

Dwight Severs stated that he attended the Planning and Zoning Commission meeting on September 20, 2023, where the Titusville Assisted Living Facility Project construction entrance was discussed. He stated that several citizens attended that meeting and objected using Georgia Avenue as the constriction entrance. Mr. Severs stated that Section 31-31 of the Code of Ordinances stated that before any new street was opened or extended, it had to go before the Planning and Zoning Commission and the City Council. Mr. Severs discussed his handout that included a map with an alternative entrance to the project through an Industrial District using Buffalo Road. Mr. Severs also discussed a photograph that was included in his handout of the gate in front of River Palms Condos that was for emergency vehicles only. Mr. Severs stated that the gate has never been closed.

Member Nelson asked if there was anything in the Code of Ordinances that stopped commercial industrial vehicles from driving through neighborhoods.

City Attorney Broome stated that he did not have the Code of Ordinances in front of him; therefore, he would be unsure in his response. He stated that he was not aware of any codes that restricted a type of vehicle that could travel down a specific type of road. City Attorney Broome advised that he would review and report back to Council.

Mayor Connors asked City Attorney Broome to begin drafting something that could prevent commercial industrial vehicles from driving through neighborhoods if it was not already in the Code. Mayor Connors stated that this was an issue on Singleton Avenue because semi-trucks were using Singleton Avenue to avoid Garden Street.

Member Moscoso stated that she agreed with Member Nelson and Mayor Connors. She stated that in the City's Comprehensive Plan, multifamily developments were not allowed to exit onto a local road and Georgia Avenue was a local road. Member Moscoso stated that this was an issue and asked staff to review.

Motion: Member Nelson moved to provide advisability to restrict heavy vehicle equipment from having access to residential areas.

Discussion ensued: City Attorney Broome advised that staff would look into it, but expressed concern for moving trucks and delivery trucks, limiting to construction vehicles, etc.

Vice-Mayor Cole seconded the motion. The motion carried unanimously.

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A citizen stated that weight restriction was an option to limit oversized vehicles on roadways.

Jackson Alexander Catalina stated that he was one of the kids that lived and rode his bike on Georgia Avenue. He stated that he rode his bike through the neighborhood and the construction vehicles would be dangerous and could cause an accident.

Elizabeth Baker asked Council to amend the City's Charter to include the Right to Clean Water Charter Amendment. Ms. Baker discussed the sewage spill that occurred in Sand Point Park in December of 2020, records regarding the sewage pipe, etc.

Member Moscoso discussed records regarding the fountains at Sand Point Park being on after the sewage spill that occurred at Sand Point Park in December 2020.

City Manager Larese stated that the City spoke to the Environmental Protection Agency (EPA) daily, following the sewage spill that occurred in December 2020. The guidance to leave the fountains on was given verbally to City staff.

Children's Montessori Academy Director Kathy Turner requested assistance to become a private school that will allow scholarships for the children to attend the academy. Community Development Director Brad Parrish advised he will meet with the Director following the meeting to discuss options.

Bill Klein stated that in 1996 there was a tree mitigation fund organized that required developer to deposit into if they did not plant trees or save a certain number of trees. He stated that there was no record of the monies collected or spent. Mr. Klein stated that the fund was changed to allow landscaping uses around 2001. He stated that money from this fund was used to pay for landscaping around the gateway, not planning trees.

Joseph Ray provided a handout to council. Mr. Ray discussed an issue with a load exhaust on a truck in his neighborhood and discussed the quality of life, etc.

Erron Fayson requested that the references on the City of Titusville's board application be maintained anonymous. He stated that he received a phone call from someone portraying to be checking references.

Vickie Conklin asked council to work with the citizens and advisory boards based off their qualifications and proven dedication to the community. Ms. Conklin discussed City water bills and stated that she requested a drive thru drop box for the past five years. Ms. Conklin asked the City Manager to prioritize the video recording of all board meetings.

Liz Parker discussed City water bills and late fees. She stated that the water bills were not mailed on the same day every month. She asked the City to review the procedures for processing payments and billing. Liz Parker discussed a violation she received from Code Enforcement about a down tree in her yard after Hurricane Milton.

Motion: Member Nelson moved to request a presentation to provide additional information on how water bill payments are processed to determine if any changes need to be made to this process. Member Moscoso seconded the motion. The motion carried unanimously.

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Bob Barrows discussed his water bill. He stated that his water bill was due on December 23, 2024, but was it scheduled to be turned off on December 17, 2024, because he had a back payment. Mr. Barrows asked council to look into making changes.

Thomas Perez stated that he also had issues with his water bill. Mr. Perez stated that he mailed his water bill as he normally did, but it got lost in the mail. He had to repay his bill in addition to a five-dollar late fee.

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Mayor Connors asked for a motion to move New Business to this point in the meeting.

Motion: Vice-Mayor Cole moved to hear New Business Item 12A – Tranquility, Phase 3 – Sketch Plat and Item 12B – Huntington Park – Final Plat before Consent Agenda. Member Nelson seconded the motion. The motion carried unanimously.

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Tranquility, Phase 3 - Sketch Plat – City Manager Larese advised the request was to approve the sketch plat for Tranquility Shores, Phase 3 with the condition that the proposed trail over the Addison Canal connecting to the Phase 1 subdivision be permitted with site construction of the Phase 3 subdivision unless the applicant was unable to obtain the necessary permits from the applicable regulating state agencies. Evidence of the completed permit application filed with all relevant permitting agencies and evidence of approval or denial shall be provided. (This was a quasi-judicial item.)

On December 4, 2024, the Planning and Zoning Commission made a motion to approve as presented with the staff recommended condition: Approve the sketch plat for Tranquility Shores, Phase 3 with the condition that the proposed trail over the Addison Canal connecting to the Phase 1 subdivision be permitted with site construction of the Phase 3 subdivision unless the applicant was unable to obtain the necessary permits from the applicable regulating state agencies. Evidence of the completed permit application filed with all relevant permitting agencies and evidence of approval or denial shall be provided. Approved 4 yes, 3 no vote.

Tranquility Subdivision (formerly Antigua Bay), Phase 3 was a proposed 67 lot single-family subdivision on approximately 26.046 acres located north of State Road 405 and east of S. Washington Avenue. This was the second phase of the overall project, which consisted of approximately 345 acres.

The City Council approved the original Development Agreement with Master Plan for the Antigua Bay project in 2017. The Master Plan included single-family home lots at the north of the property, both multi-family and commercial zoned property, recreational amenities such as a public boardwalk and walking trails, and open space.

City Attorney Broome read and reviewed the *Quasi-judicial Rules of Procedure*.

Mayor Connors advised that he visited tranquility while he was on a ride along with the Fire Department.

Member Nelson advised that she visited tranquility about a year ago.

Member Moscoso advised that she also visited tranquility about a year ago, etc.

Community Development Direct Brad Parrish reviewed the sketch plat with council. He stated that a sketch plat was the first stage to receiving approval for a subdivision. If the sketch plat was approved the next step was a site plan with a preliminary plat and that was an administrative process. It would not come back before council until the final plat for final acceptance of any public infrastructure that was associated with the project.

Rodney Honeycutt represented the applicant. He stated that the original sketch plat that was submitted had 75 lots, but during the permitting with the Florida Department of Transportation (FDOT) they requested that the access road be moved and this caused them to lose eight lots. Mr. Honeycutt stated that staff requested they preserved lot 42 and the developers did not want to do to that. Mr. Honeycutt stated that the developers removed only pine trees and one palm tree from the development. All the lots added together on this track were only 41% of the total lot and there was eight acres of buffer and preserves.

Member Moscoso asked if there were still shopping and commercial elements that were previously discussed.

Rodney Honeycutt answered yes, there were commercial areas on both sides of the main entrance off US Highway 1.

Gary Allen stated that he was available for questions.

Motion: Member Nelson moved to approve sketch plat for Tranquility Shores, Phase 3 with the condition that the proposed trail over the Addison Canal connecting to the Phase 1 subdivision be permitted with site construction of the Phase 3 subdivision unless the applicant was unable to obtain the necessary permits from the applicable regulating state agencies. Evidence of the completed permit application filed with all relevant permitting agencies and evidence of approval or denial shall be provided, as recommended. Vice-Mayor Cole seconded the motion. The roll call vote was:

Vice-Mayor Cole	Yes
Member Moscoso	Yes
Member Nelson	Yes
Mayor Connors	Yes

The motion carried unanimously.

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Huntington Park - Final Plat – City Manager Larese advised the request was to approve the Final Plat, Covenants, First Amendment to the Covenants and Performance Bonds for Huntington Park Subdivision. (This was a quasi-judicial item.)

On December 4, 2024, the Planning and Zoning Commission made a motion and approved as presented, 7-0.

Huntington Park was a proposed 86 lot single-family subdivision located west of Park Avenue north of Country Club Drive that was currently under site construction. The sketch plat for Huntington Park subdivision was approved by City Council on January 26, 2021.

The final plat was consistent with the comprehensive plan, the preliminary plat and final plat requirements described in Chapter 34, Article III, Division "Plat" of the Code.

Staff has reviewed the final plat for consistency with the comprehensive plan, land development regulations and recommends approval. Staff has also reviewed the covenants, first amendment to the covenants, performance bonds and recommended acceptance.

James Hill, the Land Development Manager for Holiday Builders (the applicant), stated that he was available for questions.

Member Moscoso stated that while reviewing the maps, it appeared there was another subdivision behind the development. She asked if there were any plans to connect the two subdivisions.

James Hill, the Land Development Manager for Holiday Builders stated there were no plans to connect the subdivisions.

Motion: Member Nelson moved to approve the Final Plat, Covenants, First Amendment to the Covenants and Performance Bonds for Huntington Park Subdivision, as recommended. Member Moscoso seconded the motion. The roll call vote was:

Member Moscoso	Yes
Member Nelson	Yes
Mayor Connors	Yes
Vice-Mayor Cole	Yes

The motion carried unanimously.

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Mayor Connors called for a recess from 8:05 p.m. to 8:15 p.m.

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CONSENT AGENDA

Member Moscoso stated that she wanted to pull Consent Agenda Item 8H - Award of Contract - Blue Heron Wetlands Operations Services for discussion. She stated that it appeared there was only one bid on the project and asked if that was normal.

Public Works Director Kevin Cook stated that for this operation, it was uncommon to find more than one company. There was only one response and that company was no longer in business.

Member Moscoso expressed concern that there was a conflict of interest because this company was connected to MBV Engineering and were heavily involved in City projects.

Member Moscoso pulled Consent Agenda Item 8H - Award of Contract - Blue Heron Wetlands Operations Services, for a separate vote.

City Clerk Wanda Wells advised that two speaking cards were submitted.

City Manager Larese read Consent Agenda items A, B, C, D, E, F G, H and I as followed:

A. Comprehensive Plan Evaluation and Appraisal Report (EAR) - Authorize the City Manager to execute the task order in the amount of $60,000 to Kimley-Horn to complete the Evaluation and Appraisal Report (EAR) of the Comprehensive Plan.

B. Contract Amendment - GeoPoint Survey, Inc.- Approve Amendment #1 to the Contract between the City of Titusville and GeoPoint Survey, Inc. for underground facilities line locating services to amend the contract compensation terms and price sheet and authorize the Mayor to execute the agreement.

C. Titusville/Farmton (TIFA), LLC FY 2025 Budget and FY 2026 Pro Forma Projections - Approve the TIFA, LLC FY 2025 Budget and authorize the Mayor to execute the Consent of Members.

D. Approve amendment to Traffic Signal Maintenance and Compensation Agreement with FDOT - Approve the amendment to Traffic Signal Maintenance and Compensation Agreement with FDOT and authorize the Mayor to execute the agreement. Additionally, authorize the City Manager to be the authorized representative under paragraph 12 of the agreement.

E. Change Order #2 - ARPA FY23 Slip Lining and Manhole/Lift Station Rehabilitation - Approve change order #2 to Insituform Technologies, LLC of Chesterfield, MO for the installation of additional slip lining and the construction of manhole/lift station rehabilitations within 1 additional basin of the Osprey Water Reclamation Facility Service Area in the amount of $990,149.30, contract # CN23B035/LR. Additionally, authorize the City Manager to execute the change order. Approve the associated budget amendment.

F. Chiller Replacement - Police Department - Approve the replacement of the Water Cooled Chiller at the Police Department in the amount of $261,429.20 by Johnson Controls, Inc. of Orlando.

G. Village Grove of Lacita Phase One, Unit One and Phase One, Unit Two - Third Amendment to Declaration of Covenants, Conditions and Restrictions - Approve the Village Grove of Lacita Phase One, Unit One and Phase One, Unit Two - Third Amendment to Declaration of Covenants, Conditions and Restrictions.

H. Award of Contract - Blue Heron Wetlands Operations Services - Award of contract for RFP#25-P-02/CL for Blue Heron Wetlands Operations Services to Florida Environmental Consulting in the amount of $58,220. Additionally, authorize the Mayor to execute the contract.

I. Purchase of Equipment - Public Works - Approve the use of Florida Sheriff's Association Cooperative Purchasing Program, Contract # FSA23-EQU21.0 Equipment for the purchase of budgeted equipment to Doosan Bobcat of West Fargo, North Dakota in the total amount of $107,040.12 for the purchase of a Forklift with Telehandler.

Toni Shifalo discussed Consent Agenda Item 8A - Comprehensive Plan Evaluation and Appraisal Report (EAR). Ms. Shifalo discussed Kimley-Horn and the Vision for the Tomorrow plan. She stated that the input and feedback from the community should be included in the plans. She sated that no changes were made to the original draft after public engagement.

Dwight Severs discussed Consent Agenda Item 8A - Comprehensive Plan Evaluation and Appraisal Report (EAR). Mr. Severs stated that in February, he raised concerns for Kimley-Horn Associates because they were representing a private development, which involved changes to the City's Comprehensive Plan. At the same time Kimley-Horn Associates had a contract with the City to make recommendations about the Comprehensive Plan. Mr. Severs stated that he raised a formal objection before the Planning and Zoning Commission and the developer withdrew his application. Mr. Severs stated that if Kimley-Horn Associates was going to represent the City, they should not represent private developers at the same time.

City Attorney Broome advised that he would review this concern.

Motion: Member Nelson moved to approve Consent Agenda items A, B, C, D, E, F G and I in accordance with recommendations. The roll call vote was:

Member Nelson	Yes
Mayor Connors	Yes
Vice-Mayor Cole	Yes
Member Moscoso	Yes

The motion carried unanimously.

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Award of Contract - Blue Heron Wetlands Operations Services – City Manager Larese advised the request was to approve the award of contract for RFP#25-P-02/CL for Blue Heron Wetlands Operations Services to Florida Environmental Consulting in the amount of $58,220. Additionally, authorize the Mayor to execute the contract.

The City of Titusville operates the Blue Heron Wetlands as part of the Blue Heron Water Reclamation Facility and, in compliance with the applicable FDEP permits, utilizes a consultant to assist in the monitoring of the wetlands by providing the following services:

- Internal Station Water Quality
- Wetland Process Monitoring
- Vegetation Assessment
- Wetland Weekly Inspections
- Monthly Wetland Status Report
- Annual Wetland Treatment System Compliance Monitoring Report

On October 25, 2024 the City advertised RFP#25-P-02/CL for consultants to provide the wetlands operations service to the City. On November 15, 2024, one firm, Florida Environmental Consulting of Vero Beach, FL responded to the RFP. On November 21, 2024 a selection committee consisting of Andrew Jantzer, PE Utility Director, Ashleigh Smith, PE City Engineer and Jairo Fernandez, Chief Operator met to review and score the proposal.

Member Moscoso stated that she was in support of this item being rebid for transparency. She asked what the bidding process consisted of for a project like this one.

Public Works Director Kevin Cook stated that City advertised a request for proposal on the City's website and Demand Star. He stated that thirty-six companies reviewed the bid. The bid went out as a request for proposal and companies were able to provide pricing and the scope of work. He advised that there were five continuing consultant contracts and he could reach out to them to see if they were interested.

Member Nelson stated that in specific areas, there were not a lot of people in that field of work. It made it difficult to receive multiple bids in certain cases. The City could not make companies bid on projects. Member Nelson stated that she was in support of Public Works Director Kevin Cook reaching out to the five continuing consultant contracts and asking if they were interested in bidding on the project.

Vice-Mayor Cole stated that this was not a big project and he was not sure if any more companies would be interested if the City rebidded the project.

Motion: Member Nelson moved to approve Consent Agenda item 8H - Award of Contract - Blue Heron Wetlands Operations Services, as recommended. Vice-Mayor Cole seconded the motion. The roll call vote was:

Mayor Connors	Yes
Vice-Mayor Cole	Yes
Member Moscoso	No
Member Nelson	Yes

The motion carried 4,1.

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ORDINANCES – SECOND READING, PUBLIC HEARING AND RELATED ACTION –

Ordinance No. 45-2024 - Consolidated Fees for Development Applications and Legal Advertising Ordinance – City Manager Larese advised the request was to conduct the second reading and public hearing and adopt Ordinance No. 45-2024 Consolidated Fees for Development Applications and Legal Advertising.

City Attorney Broome read Ordinance No. 45-2024 amending the Code of Ordinances by amending Community Development Fees by amending Development Review Procedures Manual Sections 17.1 “Comprehensive Plan Amendment, Zoning/Rezoning, Conditional Use Permits, Development Review Committee and Master Plan Fees”, 17.4 “Board of Adjustments and Appeals Fees”, 17.5. Development Agreement/Vested Rights Application/Beneficial Use Determination/Transfer of Development Rights/Administrative Waiver”, and 17.6 “Vacating Rights-of-Way and Easement/Streets Renaming”; by adding a new Section 17.8 “Building Relocation Pursuant to Chapter 6-10, Buildings and Building Regulations, Amendments” to provide a Building Relocation Fee; by renumbering and amending Section 17.8 “Fee Refund/Waiver Policy” to be Section 17.9; and by adding a new Section 17.10 “Special Circumstances” authorizing City to collect fees equal to cost if new advertising requirements are created; providing for findings, severability, repeal of conflicting ordinances, incorporation into the code and an effective date the second time by title only. (This was a legislative item.) (This item was tabled at the regular City Council meeting on November 26, 2024 at 6:30 p.m.)

On November 6, 2024, the Planning and Zoning Commission recommended approval, 7-0.

The City offers a number of significant services to its residents, business owners and visitors for which it charges fees that should be commensurate with the cost incurred by the City to perform the services. Currently, the City's development application fees were separated between the cost of processing the application and the cost of advertising any necessary public hearing. The City regularly evaluates the true cost of services and proposes adjustments where necessary. Based on an evaluation of advertising costs for the past year, it was recommended the advertising fees be increased. Further, the advertising fees should be consolidated into the development application fees. The consolidated fees would provide ease of understanding by the public and implementation by the City. The staff recommended amending the Development Review Procedures Manual Section 17 by this ordinance, and updating the development application fees in order to include the cost of required advertising.

The public hearing was open.

No one wished to speak; therefore, the public hearing was closed.

Motion: Member Nelson moved to approve Ordinance No. 45-2024 - Consolidated Fees for Development Applications and Legal Advertising Ordinance, as recommended. Vice-Mayor Cole seconded the motion. The roll call vote was:

Vice-Mayor Cole	Yes
Member Moscoso	Yes
Member Nelson	Yes
Mayor Connors	Yes

The motion carried unanimously.

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Ordinance No. 46-2024 - Willow Creek Community Development District (CDD) Contraction Amendment – City Manager Larese advised the request was to conduct the second reading and public hearing and adopt Ordinance No. 46-2024 Willow Creek Community Development District (CDD) Contraction Amendment.

City Attorney Broome read Ordinance No. 46-2024 amending Ordinance No. 88-2005 and contracting the boundary of the Willow Creek Community development district pursuant to Chapter 190, Florida Statutes (2024); providing a title; providing findings; describing the amended external boundaries of the district; describing the functions and powers of the district; providing for notice requirements; providing for severability; providing for administrative correction of the scrivener's errors; and providing an effective date the second time by title only. (This item was tabled at the regular City Council meeting on November 26, 2024 at 6:30 p.m.)

The amendment of the District boundaries would not act to amend any land development approvals and/or applicable land development regulations governing the land area to be included within the District. The amendment of the District boundaries would constitute a timely, efficient, effective, responsive, and economic way to deliver community development services in the area described in the Petition.

The public hearing was open.

Roy Van Wyk with the Kilinski Van Wyk Law Firm represented the Willow Creek Community Development District. Mr. Van Wyk asked Council to allow them to amend the existing ordinance that created this special district to reduce the acreage so that they could create a separate special district, that was also on the agenda.

Member Moscoso stated that the City had issues with the roads in Titusville and asked if the City could take over maintenance of the roads after construction was completed.

Rodney Honeycutt stated that it was not up to him, but he could ask the developers.

No one else wished to speak; therefore, the public hearing was closed.

<u>Motion</u>: Member Nelson moved to adopt Ordinance No. 46-2024 - Willow Creek Community Development District (CDD) Contraction Amendment, as recommended. Member Cole seconded the motion. The roll call vote was:

Member Moscoso	Yes
Member Nelson	Yes
Mayor Connors	Yes
Vice-Mayor Cole	Yes

The motion carried unanimously.

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<u>Ordinance No. 47-2024 - Willow Creek II Community Development District (CDD) Establishment</u> – City Manager Larese advised the request was to conduct the second reading and public hearing and adopt Ordinance No. 47-2024 Willow Creek II Community Development District (CDD) Establishment.

City Attorney Broome read Ordinance No. 47-2024 granting the petition to establish the Willow Creek II Community Development District, pursuant to Chapter 190, Florida Statutes (2024), concerning that approximately 425.15 +/- acres of land; providing a title; describing the petition to establish the Willow Creek II Community Development District; creating and naming the district; providing findings; describing the functions and powers of the district; providing for notice requirements; designating five persons to serve as the initial members of the district's board of supervisors; providing for severability; providing for administrative correction of scrivener's errors; and providing an effective date the second time by title only. (This item was tabled at the regular City Council meeting on November 26, 2024 at 6:30 p.m.)

The developer, with the consent of the property owners, was seeking the establishment of a Community Development District (CDD). A CDD was a special purpose unit of local government created pursuant to Chapter 190, F. S. for purposes of financing, constructing, operating and maintaining community-wide infrastructure, improvements and services for the benefit of properties within its boundaries.

The staff found the petition to be complete and correct and has met all the following factors as described in Section 190.005 of the Florida Statutes.

The public hearing was open.

Roy Van Wyk with the Kilinski Van Wyk Law Firm represented KB Home Orlando, LLC. He stated that they were in compliance with all of the six criteria that were listed in the statute for establishment. Mr. Van Wyk stated that he was available for questions.

No one else wished to speak; therefore, the public hearing was closed.

Motion: Member Nelson moved to Ordinance No. 47-2024 – Willow Creek II Community Development District (CDC) Establishments, as recommended. Vice-Mayor Cole seconded the motion. The roll call vote was:

Member Nelson	Yes
Mayor Connors	Yes
Vice-Mayor Cole	Yes
Member Moscoso	Yes

The motion carried unanimously.

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Ordinance No. 48-2024 - Annual update of the 5-Year Capital Improvements Schedule (2025-2029) relating to the Capital Improvement Element of the Comprehensive Plan (CPA) No. 3-2024 – City Manager Larese advised the request was to conduct the second reading and public hearing and adopt Ordinance No. 48-2024 updating the five-year Capital Improvements Schedule of the Comprehensive Plan of the City of Titusville for the 2025 – 2029 horizon.

City Attorney Broome read Ordinance No. 48-2024, an ordinance of the City of Titusville, Florida, updating the five-year Capital Improvements Schedule of the Comprehensive Plan of the City of Titusville for the 2025 – 2029 horizon relating to the Capital Improvement Element; and providing for an effective date. (This was a legislative item.)

On December 4, 2024, the Planning and Zoning Commission, acting as the Local Planning Agency, moved to approve as recommended, with the following two recommendations: (1) As part of the Capital Improvement Program explore more grant opportunities. (2) Amend the subdivision Code to require traffic calming design standards. Approved, 7-0.

Section 163.3177(3)(b), of the Florida Statutes required the City's Five Year Capital Improvement Program of the Capital Improvements Element (CIE) be updated annually. All local governments were required to include a CIE in the Comprehensive Plan that considered the need for and location of public facilities and provides "a component that outlines principles for construction, extension, or increase in capacity of public facilities, as well as a component that outlines principles for correcting existing public facility deficiencies, which were necessary to implement the comprehensive plan." The planning period for this element was five (5) years.

The public hearing was open.

Community Development Director Brad Parrish stated that since the first reading, there were changes in the schedule. He reviewed the changes that were recommendations from the Planning and Zoning Commission.

Member Moscoso asked if traffic calming would go under Capital Improvements or would be in the City's Code.

Community Development Director Brad Parrish stated that the Planning and Zoning Commission was recommending a code change regarding the design standards.

Member Moscoso discussed traffic calming patterns and stated that she was in support of the recommendations from the Planning and Zoning Commission.

No one else wished to speak; therefore, the public hearing was closed.

<u>Motion</u>: Member Nelson moved to adopt Ordinance No. 48-2024 - Annual update of the 5-Year Capital Improvements Schedule (2025-2029) relating to the Capital Improvement Element of the Comprehensive Plan (CPA) No. 3-2024, as recommended with the following condition of the Planning and Zoning Commission, acting as the Local Planning Agency: Amend the subdivision Code to require traffic calming design standards. Council did not include the following Planning and Zoning Commissions' recommendation: "As part of the Capital Improvements Program, explore more grant opportunities. Vice-Mayor Cole seconded the motion. The roll call vote was:

Mayor Connors	Yes
Vice-Mayor Cole	Yes
Member Moscoso	Yes
Member Nelson	Yes

The motion carried unanimously.

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Ordinance No. 49-2024, Granting a Franchise to Pivotal Utility Holdings Inc. d/b/a Florida City Gas – City Manager Larese advised the request was to conduct the second reading and public hearing for approval of Ordinance No. 49-2024.

The City of Titusville previously adopted Ordinance No. 4-1993, that granted a franchise to City Gas Company of Florida, a division of Florida City Gas and predecessor, Elizabethtown Gas Company, for 30 years. The term of that Franchise Ordinance has expired and the City has negotiated a succession Franchise Ordinance for Council's consideration. The proposed Franchise Ordinance would provide a franchise to Pivotal Utility Holdings, Inc. d/b/a Florida City Gas, a public utility, to permit the construction, maintenance, and operation of natural gas facilities within the City. This franchise agreement provides for the payment of fees to the City in the amount of 6% of the Franchisee's gross revenues, in exchange for the right and privilege of supplying natural gas and other services within the City free from competition from the City pursuant to the terms and conditions set forth in the ordinance.

City Attorney Broome read Ordinance No. 49-2024 - An ordinance of the City of Titusville, Florida, granting to Pivotal Utility Holdings, Inc. d/b/a Florida City Gas, its successors and assigns, a non-exclusive gas franchise, imposing provisions and conditions relating thereto; providing for monthly payment of a franchise fee to the City; providing for adoption of representations; repealing all ordinances in conflict; providing for severability; and providing an effective date.

The public hearing was open.

No one else wished to speak; therefore, the public hearing was closed.

Motion: Member Nelson moved to approve Ordinance No. 49-2024, Granting a Franchise to Pivotal Utility Holdings Inc. d/b/a Florida City Gas, as recommended. Vice-Mayor Cole seconded the motion. The roll call vote was:

Vice-Mayor Cole	Yes
Member Moscoso	Yes
Member Nelson	Yes
Mayor Connors	Yes

The motion carried unanimously.

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ORDINANCES-FIRST READING

Ordinance No. 1-2025 - Multi-family Infill Lots Ordinance – City Manager Larese advised the request was to conduct the first reading of Ordinance No. 1-2025 for Multi-family Infill Lots Ordinance.

City Attorney Broome read Ordinance No. 1-2025 - An ordinance of the City of Titusville, Florida amending the Code of Ordinances to encourage development of multifamily infill lots by reducing landscape yard requirements within interior side yard setbacks by amending Chapter 28 “Zoning”, Sections 28-306 “Multifamily Medium Density Residential (R-2)” and 28-307 “Multifamily High Density Residential (R-3)”; providing for severability, repeal of conflicting ordinances, incorporation into the code and an effective date. (This was a legislative item.) (The public hearing was scheduled for the regular City Council meeting on January 14, 2025 at 6:30 p.m.)

On December 4, 2024, the Planning and Zoning Commission recommended approval, 6-1 with one abstention.

Elizabeth Parker discussed amendments to the Comprehensive Plan. She stated that these changes provided profited to the developers and landlords at the cost and expense of Titusville residents. Ms. Parker asked council to look at what was best for the citizens

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Small Scale Comprehensive Plan Map Amendment (SSA) No. 8-2024 -1717 Barna Avenue - Royal Manor Townhomes – City Manager Larese advised the request was to conduct the first reading of Ordinance Nos. 2-2025 and 3-2025 related to Small Scale Comprehensive Plan Amendment (SSA) 8-2024.

City Attorney Broome read Ordinance No. 2-2025 - An ordinance of the City of Titusville, Florida, amending the Code of Ordinances by amending Ordinance No. 60-1988, which adopted the Comprehensive Plan of the City of Titusville, by amending the future land use designation on land located at the northeast corner of the intersection of Barna Avenue and Day Street from Low Density Residential to Medium Density Residential on 5.74+/- acres of property having parcel id nos. 22-35-09-03-*-21.02 and 22-35-09-03-*-21.03; providing for severability; repeal of conflicting ordinances; and providing for an effective date. (This Ordinance was a legislative item.)

and

Ordinance No. 3-2025 - An ordinance amending Ordinance No. 5-1993 of the City of Titusville, Florida, by amending the zoning map made a part of said ordinance by reference by changing the zoning classification on land located at the northeast corner of the intersection of Barna Avenue and Day Street from the Single-Family Medium Density (R-1b) zoning district to the Multifamily High Density Residential (R-3) zoning district on 5.74+/- acres of property; having parcel id nos. 22-35-09-03-*-21.02 and 22-35-09-03-*-21.03; providing for severability; repeal of conflicting ordinances; and providing for an effective date. (This Ordinance was a quasi-judicial item.) (The City Council public hearing was scheduled for the regular City Council on January 14, 2025 at 6:30 p.m.)

On December 4, 2024, the Planning and Zoning Commission, acting as the Local Planning Agency recommended a motion to deny the Future Land Use Map - Motion to deny passed with a 5 yes, 2 no vote. The Commission also made a motion to deny the rezoning based on it did not comply with the Future Land Use. Motion to deny passed with a 7-0 vote.

Rodney Honeycutt represented the applicant. He stated that the rezoning request was Single-Family Medium Density Residential (R-1b) to Multi-Family High Density Residential (R3). The applicant wanted to construct twenty-foot-wide units and Multi-Family High Density Residential (R3) was the only zoning that it was allowed. Mr. Honeycutt stated that they applied for Medium Density Residential Land Use. Staff recommended Medium Density Residential Land Use and Multi-Family Medium Density Residential (R2) zoning.

Member Moscoso asked if the development was changed from Multi-Family High Density Residential (R3) zoning to Multi-Family Medium Density Residential (R2) zoning since the Planning and Zoning Commission meeting on December 4, 2024 and what did that change for the number of units.

Rodney Honeycutt stated that the development changed from Multi-Family High Density Residential (R3) zoning to Multi-Family Medium Density Residential (R2) zoning. The most units they could build with Multi-Family High Density Residential (R3) zoning was forty-three units and the most with Multi-Family Medium Density Residential (R2) zooning was thirty-five units, if they had a variance for the square footage.

Vice-Mayor Cole asked if the area surrounding the proposed development was single-family residential area.

Rodney Honeycutt stated that it was a mixed area, as far as the land use. One lot to the east of the proposed development was medium family residential with single-family homes instead of multi-family. There was high-density residential multi-family at the end of the block. South of the site and north of the Grove Church, there were two parcels, one was zoned Multi-Family Medium Density Residential (R2) and one was zoned Multi-Family High Density Residential (R3).

Ken and Carleen Miller stated that they were representing this item. Ken Miller stated that they have lived in Titusville for twenty-three years and have owned this property for twenty-one years. They were seeking to enrich the community and were working on the best plan for the community.

Member Moscoso stated that the property was beautiful and had a lot of heritage trees. She asked what enriching the community looked like to them.

Ken Miller stated that they were asking to build low-income town homes.

Member Nelson expressed concern about high-density residential in the middle of single-family residential. She supported something not as dense.

Theresa Bissailloa stated that she lived near this property and expressed concern for this project. She also stated that the property was divided into two units and one unit was cleared for water lines. Ms. Bissailloa stated that in the early 2000s, there was an authorization for sixteen single family homes on this property and that was the reason for the water lines on the property. She stated that she was originally told it would be forty-eight units and it was now changed to thirty-five units. She was also concerned that the trees would be removed.

Elizabeth Parker submitted a card on this item, but chose not to speak.

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OLD BUSINESS

Riverfront Park Signage – This item was discussed earlier in the meeting.

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NEW BUSINESS –

Tranquility, Phase 3 - Sketch Plat – This item was discussed earlier in the meeting.

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Huntington Park - Final Plat – This item was discussed earlier in the meeting.

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PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (NON-AGENDA ITEMS) – None.

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MAYOR AND COUNCIL REPORTS

Mayor's Report – Mayor Connors submitted his written report.

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Mayor Connors stated that he went to lunch with Laurilee Thompson and discussed the Indian River Lagoon.

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Mayor Connors advised that the Christmas Parade was on Saturday, December 14, 2024.

xxx

Mayor Connors stated that he attended the Reverse Christmas Parade on December 2, 2024.

xxx

Mayor Connors stated that he attended the Gift of Light at Parrish Medical Center on December 7, 2024.

xxx

Mayor Connors advised that he attended Breakfast with Santa on December 7, 2024 at Parrish Medical Center.

xxx

Mayor Connors requested additional information on the timelines for development review including site civil engineering, stormwater, traffic, landscaping, and utility review, etc.

Motion: Member Nelson moved to approve Mayor Connors request for additional information on the timelines for development review including site civil engineering, stormwater, traffic, landscaping, and utility review, etc. Member Cole seconded the motion. The motion carried unanimously.

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Mayor Connors asked City Attorney Broome to provide council direction on having a charter review committee.

City Attorney Broome advised that the City of Titusville did not have a charter review committee or anything in the City's code that provided for one.

Motion: Member Nelson moved to request additional information on how others are completing charter reviews, etc. Vice-Chair Cole seconded the motion. The motion carried unanimously.

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Council Reports –

Vice-Mayor Cole stated that he attended an awards banquet for the Fire Department on December 7, 2024.

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Vice-Mayor Cole stated that he would be attending Wreaths Across America at Brevard's Veterans Cemetery on December 14, 2024.

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Member Moscoso stated that she attended the Space Coast League of Cities meeting on December 9, 2024. Member Moscoso requested additional information on House Bill 1365 – Camping on

Public Property. City Attorney Broome advised that he would provide additional information on House Bill 1365.

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Member Nelson provided a handout on reef arches that were being used in Palm Bay by the Marine Resources Council. She stated that this was an idea to help with the erosion of the shore lines in Titusville.

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City Managers Report – City Manager Larese submitted his written report. All items were informational only.

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City Manager Larese advised there was a letter of support for the Cocoa Multi-Modal Passenger Station and Rail Project that was sent to the Florida Department of Transportation.

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City Manager Larese advised that the Titusville Christmas Parade was on Saturday, December 14, 2024.

xxx

City Attorneys Report – None.

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Mayor Connors asked Council for their thoughts on the Mayor and Council's office and whether it should just be the Mayors Office.

Member Nelson, Member Moscoso and Vice-Mayor Cole advised that they were not in support of changing the Mayor and Council's office to the Mayor's office only.

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With no further business to discuss, the meeting adjourned at 9:30 p.m.

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Andrew Connors, Mayor

ATTEST:

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Wanda F. Wells, City Clerk