



CITY OF TITUSVILLE

COMMUNITY REDEVELOPMENT AGENCY

AGENDA

Regular Meeting

September 9, 2025 - 5:30 PM

Council Chamber at City Hall

555 South Washington Avenue, Titusville, FL 32796

Any person who decides to appeal any decision of the Community Redevelopment Agency with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, 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.

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 to the chairperson that the physically handicapped person desires to attend the meeting.

**1. CALL TO ORDER**

**2. DETERMINATION OF A QUORUM**

**3. INVOCATION**

A. **A moment of silence will be held.**

**4. PLEDGE OF ALLEGIANCE**

**5. APPROVAL OF MINUTES**

A. **Minutes**

Approve the minutes of the regular Community Redevelopment Agency meeting on August 12, 2025.

**6. SPECIAL RECOGNITIONS & PRESENTATIONS**

**7. OLD BUSINESS**

A. **Main Street Program**

It is recommended that the CRA not re-establish the Main Street Program as a CRA-led initiative. Instead, CRA staff can facilitate an informational session with business owners and stakeholders to introduce the concept and benefits of the Main Street Program and consider funding a staff member.

## **8. NEW BUSINESS**

### **A. Trail Town Amenities - Strategic Plan**

Approve the request to develop trail town amenities strategic plan and allocate trail funds in the amount not to exceed \$40,000.

### **B. FY 2026 CRA Budget and Resolution No. 14-2025**

Approve the FY 2026 budget and Resolution No. 14-2025 to transmit the budget to the City Council for adoption on September 18, 2025, as part of the City's adopted budget.

### **C. CRA Budget Amendment**

Recommend approval to the City Council for the associated Budget Amendment for a total of \$30,515 from Utilities Infrastructure and Stormwater Infrastructure to CR2501 Broad Street Project.

## **9. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT**

## **10. EXECUTIVE DIRECTOR'S REPORT**

### **A. Executive Director's Report September 2025**

The Executive Director's Report is included in the agenda packet. No action is requested.

## **11. ADJOURNMENT**

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Community Redevelopment Agency  
**From:** Thomas Abbate, City Manager  
**Subject:** **Minutes**  
**Department/Office:** City Clerk

**Recommended Action:**

Approve the minutes of the regular Community Redevelopment Agency meeting on August 12, 2025.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. CRA minutes 8-12-25

The Community Redevelopment Agency (CRA) of the City of Titusville, Florida met in regular session in the Council Chamber of City Hall, 555 South Washington Avenue, on Tuesday, August 12, 2025.

XXX

### **Call to Order/Determination of a Quorum**

Chairperson Connors called the meeting to order at 5:30 p.m. Present were Chairperson Andrew Connors, Vice-Chairperson Herman Cole, Jr. Col USAF Retired, and Members Megan Moscoso, Jo Lynn Nelson, Dr. Sarah Stoeckel, Greg Aker and Jim Ball, Executive Director Tom Abbate, Community Redevelopment Agency (CRA) Attorney Jim Stokes, and Sr. Administrative Assistant Emily Campbell were also present. Sr. Administrative Assistant Emily Campbell completed the minutes of the meeting.

XXX

### **Invocation/Pledge of Allegiance**

Chairperson Connors asked for a moment of silence and then led the entire assembly in the *Pledge of Allegiance to the Flag*. Sr. Administrative Assistant Emily Campbell read the procedure for public comment.

XXX

### **Approval of Minutes**

The request was to approve the minutes of the regular Community Redevelopment Agency meeting on July 8, 2025.

Motion: Member Nelson moved to approve the minutes of the Community Redevelopment Agency meeting on July 8, 2025, as submitted. Vice-Chairperson Cole seconded the motion.

The motion carried unanimously.

XXX

**Special Recognitions and Presentations** – None.

## **Old Business**

CRA Capital Projects - Broad Street – Executive Director Abbate advised the request was to approve moving forward with the Broad Street Curbless Streetscape in the approved CRA Plan and provide guidance on the type of financing available to finance the project.

Redevelopment Planner Sue Williams provided a powerpoint that highlighted as follows:

- Streetscape Concept: Broad Street
- CRA Plan
- CRA Plan Capital Projects
- Broad Street Curbless Streetscape
- Broad Street
- Parking Studies
- High Cost of parking garage
- Findings

Community Development Director Brad Parrish stated that the three previous parking studies were included in the agenda packet for the Community Redevelopment Agency (CRA) to review. Also included in the packet were estimates for a parking garage. Overall, staff believed that out of the CRA plan and all of the capital projects that were proposed in the plan, the Broad Street Project was the best option to go forward with at this time.

Redevelopment Planner Sue Williams reviewed the project. Broad Street, located in the Downtown sub-district of the CRA between Veterans Memorial Park and the Florida East Coast Railway (FEC) railroad tracks, which was a key corridor in downtown Titusville. Proposed improvements are aimed to enhance the functionality of the street as a flexible open space for festivals, additional parking, and to add streetside amenities that support future residential development. These improvements align with CRA redevelopment strategies, including supporting planned and programmed redevelopment, reinforcing CRA branding and marketing, reinforcing connections, and developing additional housing.

Based on a review of the proposed Capital Projects in the adopted CRA Redevelopment Plan, the staff's recommendation was to move forward with the Broad Street Curbless Streetscape Project. The probable cost of the Broad Street Curbless Streetscape in the approved and adopted 2022 Community Redevelopment Agency Plan was \$2,558,152.80.

Member Ball reviewed the CRA plan and stated that he was in support of the proposed project. Member Ball expressed support for delaying the construction of a downtown Titusville parking garage due to its high cost, until after a new City Hall was built. He believed the Broad Street project was the initial step in changing the dynamic of the infrastructure in downtown Titusville. Member Ball noted that street scaping included large trees for shade and would make the downtown area more walkable, which would encourage development in surrounding areas.

Member Moscoso stated that she was in support of housing in downtown Titusville.

Member Aker stated that, despite several studies concluding additional parking was not necessary in downtown Titusville, he believed there were currently insufficient parking spaces available during peak hours. He stated that he was not opposed to the Broad Street Curbless Streetscape project, but he was concerned about the cost. Additionally, Member Aker emphasized the importance of ensuring that adequate space was set aside for dumpsters. Member Aker also requested that, as staff evaluated Julia Street, they considered the acquisition of property to expand parking in the area.

Member Stoeckel stated that she was conflicted on completing smaller projects or taking on something bigger like a new City Hall or parking garage.

Vice-Chairperson Cole discussed the cost of a parking garage and new City Hall. Vice-Chairperson Cole stated that he was in support of moving forward with the Broad Street Curbless Streetscape and spending the extra \$100,000 to make the road pervious.

Member Nelson stated although a new City Hall was needed, she believed the infrastructure near the river needed to be fixed prior to a new City Hall or parking garage.

Member Aker discussed the addition of a parking garage in Cocoa Beach and stated that it transformed downtown Cocoa Beach and the development in the area.

Lisa Mosier discussed walkability between Garden Street, South Street and the Indian River Lagoon. She stated that the City needed more sidewalks to connect these areas. Ms. Mosier stated businesses in downtown Titusville were not in support of a parking garage or new City Hall. The businesses were in support of the City investing in infrastructure. She also stated that she was in support of this agenda item.

Stan Johnston expressed his opposition to previous decisions made by the Community Redevelopment Agency (CRA) regarding parking in downtown Titusville. He suggested that the CRA consider utilizing grass parking, similar to the grass parking area at the YMCA in Titusville. Mr. Johnston stated that a parking garage was not cheap and it would cost the tax payers a lot of money.

Motion: Member Ball moved to approve moving forward with the Broad Street Curbless Streetscape in the approved CRA Plan and direct staff to explore financing options that allowed the investment to be completed at one time. Vice-Chairperson Cole seconded the motion. The roll call vote was as follows:

Member Aker	Yes
Member Moscoso	Yes
Member Nelson	Yes
Chairman Connors	Yes
Vice-Chair Cole	Yes

Member Ball	Yes
Member Stoeckel	Yes

The motion carried unanimously.

xxx

**New Business**

Commercial Beautification Grant Application - 1111 South Washington Avenue - Executive Director Abbate advised the request was to approve the award of a Commercial Beautification Grant in the amount of \$46,229 to Sachin Shenoy, for property located at 1111 South Washington Avenue.

Sachin Shenoy was applying to rebuild sections of rotten wood to replace architectural elements, install a new roof, install impact-resistant windows, replace exterior doors, primer and paint, landscaping, install new exterior wiring, add security lighting fixtures, add an Americans with Disabilities Act (ADA) compliant wheelchair ramp and install a new parking lot with ADA-compliant access improvements. All of these items were eligible expenses in the Commercial Beautification Facade Improvement Program. The total cost of the low bid for these improvements was \$92,456. The total amount of the reimbursement grant was 50% of the total, which was \$46,228. Funds were available in the CRA Building Grants FY2025 budget to cover the grant amount.

Stan Johnston discussed the City paying for improvements in downtown Titusville. Mr. Johnston stated that he was not in support of the Commercial Beautification Grant Application for 1111 South Washington Avenue, etc.

Sachin Shenoy, the applicant, stated that he purchased the antique mall around five years ago and promised to keep it a historic structure. He stated that this building required a lot of attention and the amount of money it would cost for improvements would not be a good return on investment unless he received some assistance. He thanked the Community Redevelopment Agency (CRA) for their assistance and advised that he could answer any questions.

Motion: Member Nelson moved to approve the award of a Commercial Beautification Grant in the amount of \$46,229 to Sachin Shenoy, for property located at 1111 South Washington Avenue. Member Stoeckel seconded the motion. The roll call vote was as follows:

Member Moscoso	Yes
Member Nelson	Yes
Chairman Connors	Yes
Vice-Chair Cole	Yes
Member Ball	Yes
Member Stoeckel	Yes
Member Aker	Yes

The motion carried unanimously.

xxx

Commercial Interior Grant Application - 1111 South Washington Avenue - Executive Director Abbate advised the request was to approve the award of a Commercial Interior Grant in the amount of \$28,762 to Sachin Shenoy for property located at 1111 South Washington Avenue.

Sachin Shenoy was applying to renovate to meet the requirements of the Americans with Disabilities Act (ADA), improvements to meet the requirements of the Florida Building Code including electrical improvements, plumbing improvements, HVAC system, and other structural improvements to meet the code. The total cost of the low bid for these improvements was \$57,524. The total amount of the reimbursement grant was 50% of the total, which was \$28,762. Funds were available in the CRA Building Grants FY2025 budget to cover the grant amount.

Stan Johnston stated that between this item and the previous item the total amount granted was around \$80,000 to help a business in downtown Titusville. Mr. Johnston stated that he was not in support of this item.

Motion: Member Nelson moved to approve the award of a Commercial Interior Grant in the amount of \$28,762 to Sachin Shenoy for property located at 1111 South Washington Avenue. Member Stoeckel seconded the motion. The motion carried unanimously.

xxx

### **Petitions and Request from the Public Present**

Derek Hale discussed the BMX pump track next to the skate park in Titusville. He stated that he wanted to help build something that facilitated action in the youth and all ages and got people outside to enjoy the park. Mr. Hale was seeking permission from the City Council to give a presentation on this project at their next meeting.

Chairperson Connors advised Mr. Hale that he would need to make this request to City Council at their meeting which started after the Community Redevelopment Agency meeting ended.

Member Nelson recommended that Mr. Hale reviewed his plan with staff prior to bringing it before council.

Lisa Mosier stated that there was an “official business only” sign in the parking lot at City Hall. She recommended that staff put up a sign that said “after hours people can park here.”

Stan Johnston discussed the timer that was used for citizens to speak and freedom of speech, etc. Mr. Johnston said a prayer for the City. Mr. Johnston discussed the sewage spill that occurred in December 2020 at Sand Point Park, etc.

xxx

### **Executive Directors Report**

Executive Director Abbate submitted his written report and advised that all items were informational only.

xxx

Member Ball advised that his four-year term on the Community Redevelopment Agency expired on September 30, 2025 and he would not be seeking reappointment.

xxx

With no further business to discuss, the meeting adjourned at 6:41 p.m.

City of Titusville  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Community Redevelopment Agency  
**From:** Sue Williams, Redevelopment Planner  
**Subject:** **Main Street Program**  
**Department/Office:** Community Development

**Recommended Action:**

It is recommended that the CRA not re-establish the Main Street Program as a CRA-led initiative. Instead, CRA staff can facilitate an informational session with business owners and stakeholders to introduce the concept and benefits of the Main Street Program and consider funding a staff member.

**Summary Explanation & Background:**

At the May 13, 2025, Community Redevelopment Agency (CRA) Meeting, the CRA directed staff to research the feasibility of re-establishing the Florida Main Street Program for the City of Titusville.

The Main Street America Program, administered in Florida by the Florida Department of State, focuses on revitalizing historic commercial corridors through a four-point approach: Design, Promotion, Economic Vitality, and Organization. A key principle of the Main Street model is that it is a volunteer-based and a community-driven initiative.

Across Florida, many CRA's have developed working relationships with existing Main Street programs, often funding specific positions or improvements while respecting the legal and organizational boundaries of each entity.

As a governmental entity, the CRA is subject to Florida's Sunshine Law, which mandates public access to meetings and decision-making processes. By contrast, a Main Street program, when independently formed as a nonprofit organization, is not directly bound by these regulations.

Should the City choose to reinstate the Main Street Program, board members will need to abide by the Sunshine Law.

CRA's throughout Florida have successfully supported Main Street programs by funding Executive Director Salaries and Operational costs tied to revitalization goals identified in the CRA Plan.

However, CRA's are prohibited from funding festivals, promotions, or events which are typically within the scope of the Main Street organization's own fundraising efforts. Once a Main Street organization is legally formed and governed independently, the Community Redevelopment Agency may enter into a clear agreement or MOU to fund allowable expenditures such as the Executive Director's salary and operational costs.

**Alternatives:**

As the Board Desires.

**Item Budgeted:**

not at this time

**Source/Use of Funds/Budget Book Page:**

N/A

**Strategic Plan:**

This addresses Goal 2.b to continue partnerships and coordination with public, private, and nonprofit entities.

This is in the City of Titusville CRA Plan Goal 4.3 to act as a liaison, resource and advocate for existing and potential businesses within the CRA and Objective 3.1.1 to support historic resource preservation and promotion.

**Strategic Plan Impact:**

Promotes Sustainable, Community-Led Revitalization which fosters volunteerism and ownership among stakeholders and strengthens the CRA's role as facilitator, not operator.

**ATTACHMENTS:**

- 1. flordamainstreetguide\_2018 (1)
- 2. Main Street Criteria for re-organization
- 3. Titusville Boundaries

# FLORIDA MAIN STREET

## A GUIDE TO BECOMING A MAIN STREET



### What is Florida Main Street?

Florida Main Street is a technical assistance program with the goal of revitalizing historic downtowns and encouraging economic development within the context of historic preservation.

The program is a part of a network of over 40 nationally recognized programs throughout the country. Florida Main Street is administered by Division of Historical Resources under the Florida Department of State. The program is affiliated with the National Main Street Center and utilizes the National Main Street Center's Four-Point Approach® which offers a framework for community-based revitalization initiatives.

The statewide Florida Main Street Program is administered by the Florida Department of State, Division of Historical Resources, Bureau of Historic Preservation. Each year, the Florida Secretary of State designates Local Main Street Programs (Local Programs) to participate in the statewide program from the applications received. The maximum number of Local Programs to be selected each year for participation in the program is indicated in the application solicitation announcement published in the Florida Administrative Register. Applications are evaluated on a competitive basis consistent with the provisions of Chapter 1A-36, F.A.C.

## The Main Street Four Point Approach

This approach works where existing assets—such as older and historic buildings and local independent businesses—can be leveraged. It encourages communities to take steps to enact long term change, while also implementing short term, inexpensive and placed-based activities that attract people to the commercial core and create a sense of enthusiasm and momentum about their community. Both small-city downtowns and urban neighborhoods throughout the nation are renewing their community centers with Main Street methodology.



**Economic Vitality** focuses on capital, incentives, and other economic and financial tools to assist new and existing businesses, catalyze property development, and create a supportive environment for entrepreneurs and innovators that drive local economies.

**Design** supports a community's transformation by enhancing the physical and visual assets that set the commercial district apart.

**Promotion** positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive image that showcases a community's unique characteristics.

**Organization** involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community involvement, and resources for the district.

## Main Street America™

Main Street America™ is a program of the National Main Street Center, Inc., a subsidiary of the National Trust for Historic Preservation. To help communities achieve their economic goals, the National Main Street Center/Main Street America™ has developed a comprehensive revitalization strategy that pairs thoughtful preservation of historic assets with sensible business practices.

### The Principles of Main Street

While the Main Street Four-Point Approach™ provides the format for successful revitalization, implementation of the four-point approach is based on eight principles that pertain to all areas of the revitalization effort:

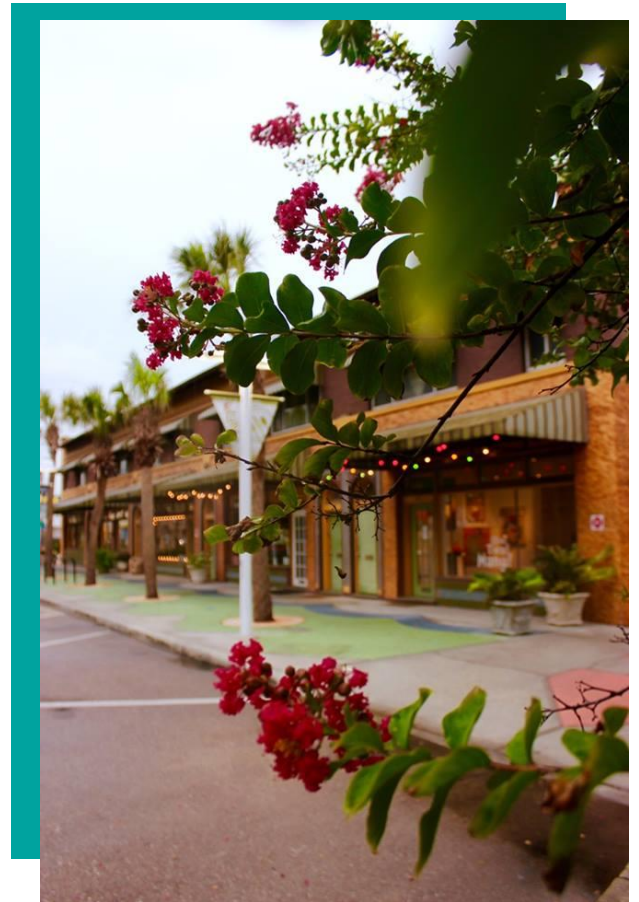
1. **Comprehensive.** Downtown revitalization is a complex process and cannot be accomplished through a single project. For successful long-term revitalization, a comprehensive approach must be used.
2. **Incremental.** Small projects and simple activities lead to a more sophisticated understanding of the revitalization process and help to develop skills so that more complex problems can be addressed, and more ambitious projects undertaken.
3. **Grass roots.** Local leaders must have the desire and the will to make the project successful. The National Main Street Center and the state Main Street program provide direction, ideas, and training, but continued and long-term success depends upon the involvement and commitment of the community.
4. **Public/private partnership.** Both the public and private sectors have a vital interest in the economic health and physical viability of the downtown. Each sector has a role to play, and each must understand the other's strengths and limitations so that an effective partnership can be forged.
5. **Identifying and capitalizing on existing assets.** Business districts must capitalize on the assets that make them unique. Every district has unique qualities – like distinctive buildings and human scale that give people a sense of belonging. These local assets must serve as the foundation for all aspects of the revitalization process.
6. **Quality.** Quality must be emphasized in every aspect of the revitalization program. This applies equally to each element of the program, from storefront design to promotional campaigns and to educational programs.
7. **Change.** Changes in attitude and practice are necessary to improve current economic conditions. Public support for change will build as the program grows.
8. **Implementation-oriented.** Activity creates confidence in the program and ever-greater levels of participation. Frequent, visible changes are a reminder that the revitalization effort is under way. Small projects at the beginning of the program pave the way for larger activities as the revitalization effort matures.

### National Main Street Performance Standards

1. **Broad-based public/private support** for the commercial district revitalization process, with strong support from both the public and private sectors
2. **Vision and mission statements** relevant to community conditions and to the Local Program's organizational stage
3. **Comprehensive Main Street work plan**; active in all four-points
4. **Historic preservation ethic**
5. **Active board of directors and committees**, following the Four-Point Approach™
6. **Adequate operating budget**
7. **Paid professional Executive Director.** Communities with more than 5,000 population are required to hire a full-time Executive Director; communities with less than 5,000 population may employ a part-time Executive Director.
8. **On-going training for staff and volunteers.** Attendance at all quarterly meetings, annual state conference and national conference are required
9. **Reporting of key reinvestment statistics**
10. **Current member of the National Main Street network**

## What are the Benefits?

- **Technical Assistance and on-site visits** to monitor the Active Local Program and assist with work plan and board development
- **Promotion of local Main Street areas and events**
- **Grant opportunities** through National Main Street and other organizations
- **Statewide Main Street Basic Training**
- **Networking and peer assistance points** for Small Cities Community Development Block Grant (CDBG) and Florida Communities Trust application scoring
- **Florida Main Street Annual Conference** is a multi-day conference that focuses on current downtown revitalization and preservation issues
- **Secretary of State's Florida Main Street Awards Program** that Local Programs are eligible to annually submit and be recognized for outstanding achievement at the Secretary of State's Florida Main Street Awards Banquet.
- **National Main Street Accreditation** to Local Programs that meet the National Main Street Performance Standards. To be designated as "Accredited signifies commitment to comprehensive revitalization, community engagement, and rigorous outcome measurement."



## Services to Newly Designated Programs

- **Reconnaissance Visit.** A one-day visit by the Program Coordinator to the community following designation to promote the Local Program, train the board, and meet local stakeholders.
- **Resource Team Visit.** A three-day Resource Team Visit by an interdisciplinary team of experts in downtown revitalization issues will be provided to first-year communities. Resource Team Visits include an intensive series of meetings and workshops to assist the Local Program in establishing a sound work plan that will address Local Program needs in each of the areas of the Main Street Four-Point Approach. Each Resource Team Visit will be concluded with a public meeting to present team findings and recommendations that will be documented by a written report.
- **Annual Assessment.** A one-day visit to the Local Program Area by the Program Coordinator to (a) assess Local Program progress toward annual and long-term goals, (b) assist with goal setting for the coming year, and (c) identify training and technical assistance needs for the coming year. Observations and recommendations will be included in a written report provided to the Local Program.
- **Consultant Assistance.** On-site technical assistance will be provided by Florida Main Street staff, other state agencies, and professional consultants with expertise in a range of disciplines relating to historic preservation, organizational development and downtown revitalization.
- **National Main Street “Designated” Membership.** During the first year following designation, Florida Main Street will pay the Local Program’s membership in the National Main Street network.
- **Florida Main Street Start-up Grant of \$25,000.** Within the first three-years following designation, each Local Program will be eligible to apply for a competitive one-time \$25,000 start-up grant from the Historical Resources Small Matching Grant Program to assist initial development, projects and planning. All Local Program activities assisted through this grant shall be in accordance with the Main Street Approach. Award and administration of all such grants shall be in accordance with provisions of Chapter 1A- 39 F.A.C.

**During the first three years following Main Street designation, Local Programs are required to participate in all the services available to Active Local Programs, as well as attend the annual National Main Street Now Conference.**

# Criteria for Application

## The District

- Posses strong historic character
- Based on a grid, around a square, park or other urban form - walkable
- Gateways, public spaces, parking, buildings, businesses, and events are accessible
- Diverse businesses - products, services, experiences that support community industries and residents
- Need and potential for economic growth, design improvement and marketing/promotional efforts

## Community Understanding of and Commitment to the Main Street

- Has or is putting into place an active design assistance program
- Encourages building renovation or rehabilitation consistent with *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*
- Encourages public awareness of the historic properties in the proposed Program Area and the importance of their preservation
- Works toward putting in place land use policies that encourage development of property in the proposed Program Area
- Encourages development of financial mechanisms and incentives to attract investment to the proposed Program Area
- Broad community support and understanding
- Staff supported, active volunteer organization
- Relevant purpose as reflected in a clear mission statement
- Consistency of local goals with the Main Street Approach

## Organizational Readiness and Financial Strength

- Adequate budget and support:
- Active board and committees with clearly defined objectives
- Local government, business, and citizen support
- Paid, professional, full-time Program Manager (Exception: Minimum of half-time paid Program Manager is acceptable for communities with populations of less than 5,000)
- At a minimum, dedicated public and private funding and in-kind resources for a one-year operating budget sufficient to cover the cost of:
  - Program Manager salary and fringe benefits
  - Rent and general office expenses
  - Travel for participation in Florida Main Street Quarterly Meetings and Annual Conference
  - Program Manager professional development
  - Activities and programs conducted by Local Program committees

**Pre-Application Assistance is provided, upon request, to entities interested in making application for participation in the Florida Main Street Program. At a minimum, such assistance shall include meeting with community representatives, conducting a pre-application webinar annually, and responding to inquiries. Depending upon availability of resources, such assistance may also include an assessment visit to the proposed Local Program Area by the Program Coordinator.**

## Helpful Hints for Application Completion

### Make sure the Application is Complete

- A. Follow the application format. Keep responses brief and in the order indicated.
- B. Proposed Local Program Area should be the small, well-defined traditional commercial core of your community. Select the area that has the strongest concentration of historic commercial buildings. Avoid the temptation to include peripheral areas with scattered buildings, residential neighborhoods and vacant land.
- C. Applicant must demonstrate a commitment to actively participate in the Florida Main Street Program for a minimum of three years and the intent should be to continue after the initial period.
- D. Offer a competitive salary to attract a qualified professional Executive Director. Offer job security by providing stable program funding. Do not expect the Executive Director to raise funds that are used for sustaining the Local Program.
- E. Provide a generous travel budget. The Executive Director is required to attend Florida Main Street training sessions, meetings and both the state and National conferences. Other members of the Local Program board and volunteers are also encouraged to attend these meetings.
- F. Population and demographic data is available from the U.S. Census Bureau ([www.census.gov](http://www.census.gov))
- G. Unemployment data is available through the Agency for Workforce Innovation ([www.labormarketinfo.com](http://www.labormarketinfo.com)).
- H. The tax base information requested in the application is available from your county's tax assessor. The appraised value is the value assigned to the property before any exemptions. The assessed value of property is the value upon which property taxes are based, usually after all exemptions have been taken.
- I. Each applicant will have time to present digital photographs and additional material during the public meeting at which applications are considered.

### Materials to Be Submitted

- A. The original signed application and attachments, each in a separate three-ring binder, labeled either "Application" or "Appendices." Include with the original set seven (7) copies of the completed application and appendices
- B. Twenty-five (25) color high resolution **digital** photographs of the proposed Local Program Area on a flash drive. Each photo shall be labeled with the name of the city and a number. The number shall key the photo to a description sheet giving the address of the building, the direction from which the slide was taken (North, South, etc.). The photos shall also be keyed to a map of the proposed Local Program Area. DO NOT put images in a PowerPoint format.
- C. Each copy of the application form must be accompanied by the required attachments in a separate three-ring binder labeled "Appendixes," and tabbed Appendix A, Appendix B, Appendix C, and Appendix D.

FOR FURTHER INFORMATION ABOUT THE FLORIDA MAIN STREET PROGRAM (850) 245-6346  
or email [floridamainstreet@dos.myflorida.com](mailto:floridamainstreet@dos.myflorida.com).



## **INTRODUCTION**

This document is intended to promote national standards for start-up and re-organized Main Street organizations and ultimate designation by Florida Main Street and National Main Street. Developed by the National Main Street Center/Main Street America, in cooperation with state Main Street coordinating programs, these guidelines provide an organization structure on how a Main Street revitalization program should optimally function.

# # #

The National Main Street/Main Street America accreditation process uses a set of 10 performance standards, as listed in this document, with which the Florida Main Street program evaluates new or re-organized Main Street organizations

### **1. THE ORGANIZATION HAS BROAD-BASED COMMUNITY SUPPORT FOR THE COMMERCIAL DISTRICT REVITALIZATION PROCESS WITH STRONG SUPPORT FROM BOTH THE PUBLIC AND PRIVATE SECTORS:**

*At its best, a local Main Street program represents and involves a coalition of organizations, agencies, businesses, and individuals from throughout the community — not just those who own property or businesses in the commercial district or who have a direct economic tie to it, but all members of the community who are interested in the community's overall health. Involvement by both the public and private sectors is critical as well; neither sector can revitalize the commercial district without the skills and vantage points of the other.*

**Criteria:** A variety of community members are actively involved in the board and committees.

**Recommendation:** Based on an average 15-member Board, re-structure the board, to include broad-based stakeholders. Examples are as follows:

- 2 downtown business owners
- 2 downtown property owners
- Employee of a bank
- Employee of the hospital
- Employee of Historic preservation organization
- Employee of the energy company
- 2 Employees from two large and influential corporations
- Employee of local College
- Resident (not affiliated with a business or government)
- Ex-officio/Liaison
  - City, such as City Manager, City Commissioner, or city staff
  - Chamber of Commerce/EDC
  - Charter School

**2. THE ORGANIZATION HAS DEVELOPED VISION AND MISSION STATEMENTS RELEVANT TO THE COMMUNITY AND THE LOCAL MAIN STREET PROGRAM'S ORGANIZATIONAL STAGE:**

*Each Main Street program should have a vision and mission statement in place, review them annually and update as appropriate. Some revitalization programs begin with a very broad vision statement; others develop a more focused vision statement after several years of work.*

**Criteria:** Mission and vision statements that reflect downtown.

**Recommendation:**

1. Review the Main Street **mission statement** to assure that it is focused on preservation and revitalization of downtown

Insert Mission Statement here:

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2. Review the Main Street **vision statement** that communicates the community's long-term hopes for the preservation and revitalization of the Main Street district.

Insert Vision Statement here:

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**3. THE ORGANIZATION HAS AN ANNUAL WORK PLAN:**

A comprehensive annual work plan provides a detailed blueprint for the organization's activities; reinforces the program's accountability both within the organization and in the broader community; and provides measurable objectives by which the program can track its progress. Tasks with names of people assigned to those tasks are important.

**Criteria:** The Main Street program has an overall written work plan with measurable goals and objectives, and a list of activities for each objective.

**Recommendation:** Start developing a draft Main Street work plan that is balanced across the four points of Main Street (Organization, Design, Economic Vitality and Promotion) and includes

- The Economic Vitality committee has a written plan (such as, education, market analysis, business retention and recruitment, building inventory, or incentive projects)
- The Design committee has a written plan (such as education, historic preservation, building, streetscape)
- The Organization committee has a written plan (such as leadership development, fundraising, public relations, membership)
- The Promotion committee has a written plan (such as retail, special events, or image building projects)

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**4. THE ORGANIZATION HAS AN ACTIVE HISTORIC PRESERVATION ETHIC:**

*Main Street programs that have embraced a strong historic preservation ethic are successful in saving, rehabilitating, and finding new uses for traditional commercial buildings through both specific building improvement projects and through policy and regulatory changes, which make it easier to develop property within the commercial district.*

**Criteria:** The Main Street has a Historic Preservation Ordinance and/or a Historic Preservation Review Board

**Recommendation:**

1. Review any historic preservation ordinances, including status of Certified Local Government.
- 

**5. THE ORGANIZATION HAS AN ACTIVE BOARD OF DIRECTORS AND MAIN STREET COMMITTEES:**

*Main Street revitalization is an ongoing process of changing a community's attitudes about its traditional commercial district(s). The direct involvement of an active board of directors and active committees is key to this process. The Main Street Executive Director is responsible for facilitating the work of volunteers, not for single-handedly revitalizing the commercial district. A full board that meets regularly, as stated in its by-laws, is extremely important.*

**Criteria:** The Main Street program has a dedicated board of directors, its own rules of operation, its own budget, its own bylaws, and is empowered to carry out Main Street's mission.

**Recommendation:**

1. Determine if the newly formed Main Street organization will be an independent non-profit organization or under the City or CRA.
- 

**6. THE ORGANIZATION HAS AN ADEQUATE OPERATING BUDGET:**

*In order to be successful, a local Main Street program must have the financial resources necessary to carry out its annual program of work. The size of a program's budget will change as the program matures (in its early years, it may need less money than in its growth years). In addition, program budgets are likely to vary according to regional economic differences and community size.*

**Criteria:** The operating budget is adequate to achieve the program's goals.

**Recommendation:**

1. Develop a diverse funding plan that includes government, private membership, corporate sponsors, grants, and special events
- 

**7. THE ORGANIZATION HAS A PAID, PROFESSIONAL EXECUTIVE DIRECTOR:**

*Coordinating a successful Main Street program requires a trained, professional staff person whose sole job focus is the downtown. The most successful Main Street Ex. Dir. are those who are good communicators, can motivate volunteers, and have good project management skills, keeping revitalization activities moving forward on schedule and on budget.*

**Criteria:** The Main Street program has a paid full-time Executive Director.

**Recommendation:**

1. Develop a job description that matches the National Main Street roles and responsibilities for an Executive Director (**attached**)
  2. Develop a job announcement that will be posted locally, regionally, on the Florida Main Street website, and on the National Main Street website - must be a NMS member to post (**attached**)
  3. Submit all resumes to Florida Main Street Coordinator for review
- 

**8. THE ORGANIZATION HAS A PROGRAM OF ONGOING TRAINING FOR STAFF AND VOLUNTEERS:**

*In order to meet new challenges and ensure a strong organization, Main Street program participants need ongoing training. Participants, both staff and volunteers, need different skills in different phases of the revitalization process. Moreover, all program participants should stay current on issues that affect traditional commercial districts and on new revitalization techniques and models.*

**Criteria:** Regular attendance at the Florida Main Street quarterly meetings and annual conference is required for the Main Street Executive Director

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**9. THE ORGANIZATION REPORTS KEY STATISTICS:**

*Tracking statistics—reinvestment, job and business creation, etc.—provides a tangible measurement of the local Main Street program’s progress and is crucial to garnering financial and programmatic support for the revitalization effort.*

**Criteria:** The Main Street program electronically submits reinvestment reports on specified quarterly deadlines.

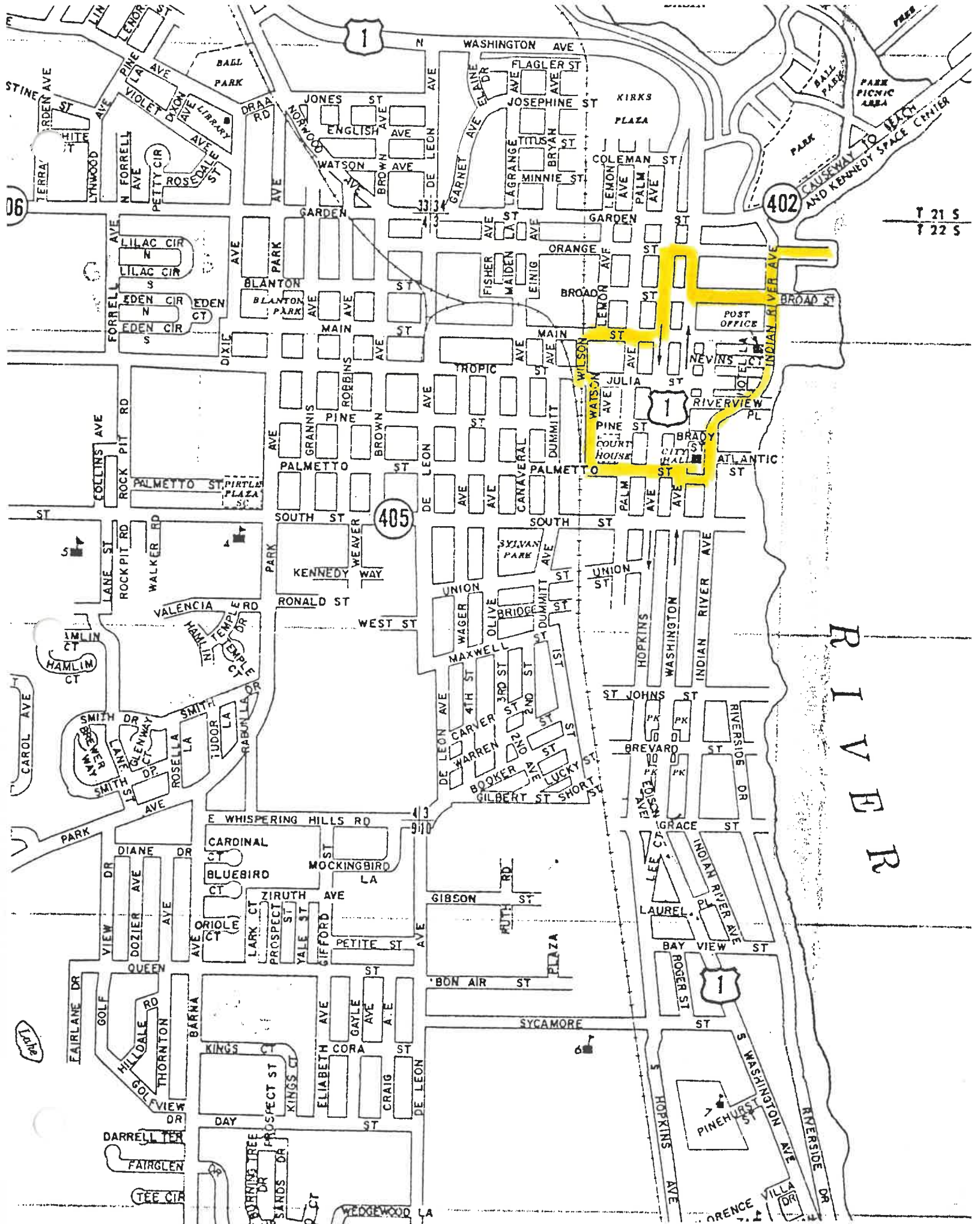
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**10. THE ORGANIZATION IS A CURRENT MEMBER OF MAIN STREET AMERICA MEMBERSHIP PROGRAM:**

*To be a nationally accredited or designated program the Main Street program must be a member of Main Street America.*

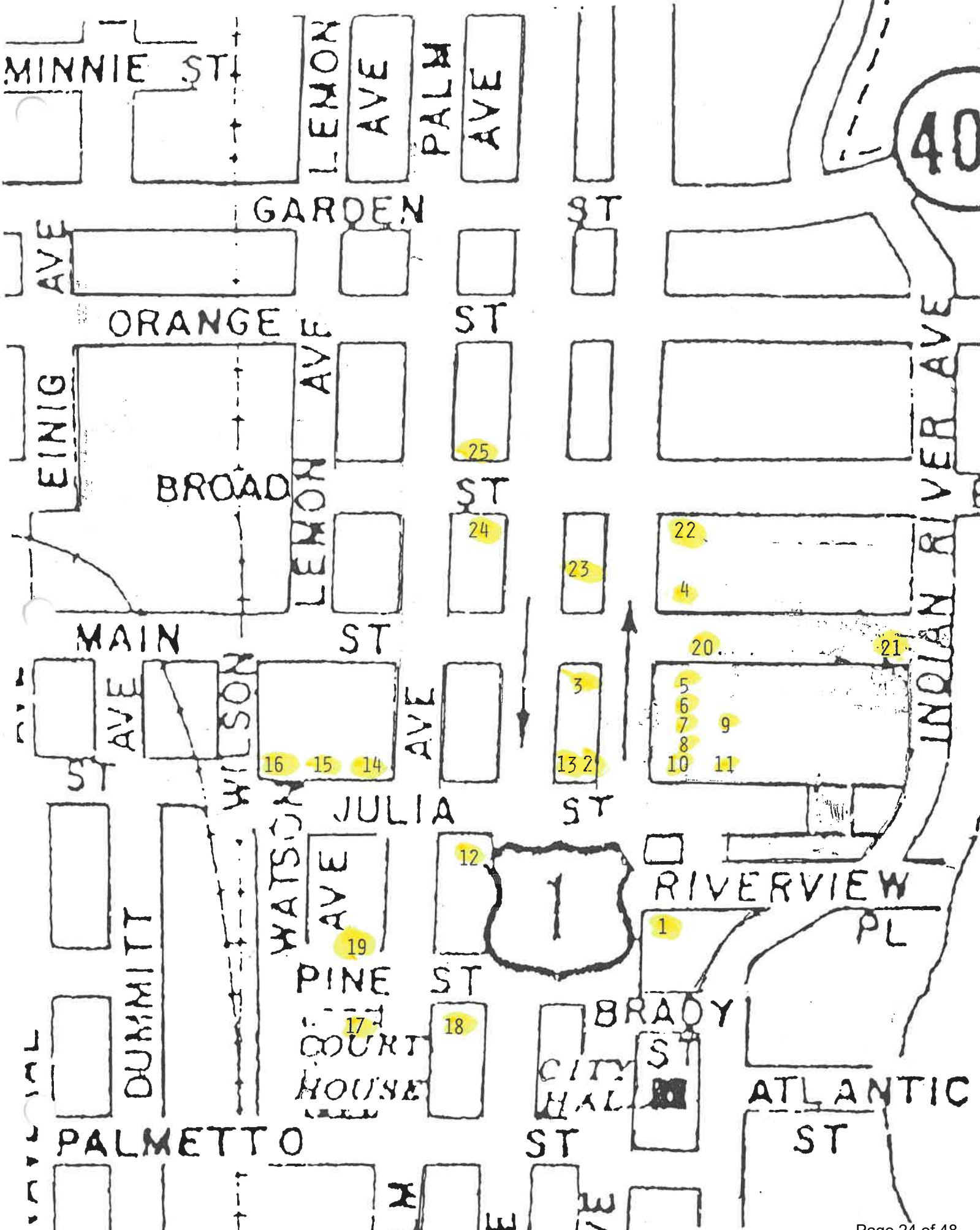
**Criteria:** The Main Street program is a member of National Main Street

**Recommendation:** Join National Main Street at the \$350 Main Street America Designated Member. The link to join: <http://www.preservationnation.org/main-street/join/>



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**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Community Redevelopment Agency  
**From:** Sue Williams, Redevelopment Planner  
**Subject:** **Trail Town Amenities - Strategic Plan**  
**Department/Office:** Community Development

**Recommended Action:**

Approve the request to develop trail town amenities strategic plan and allocate trail funds in the amount not to exceed \$40,000.

**Summary Explanation & Background:**

The Community Redevelopment Agency (CRA) staff seeks to hire a qualified consultant to develop a comprehensive and logical plan for Trail Town amenities within the CRA district. As the CRA continues to support and promote trail-related economic development, tourism, and enhanced quality of life, a strategic plan is essential to guide future investments in trail-related infrastructure.

The consultant will provide an objective assessment of current conditions, identify strategic locations for trail and open space amenities such as rest areas, bike racks, water stations, signage, and wayfinding, and recommend appropriate types and styles of improvements that align with the CRA's branding and community character. The plan will also consider connectivity to downtown businesses, parks, cultural sites, and existing trail segments to maximize user experience and economic impact.

Engaging a consultant will ensure a comprehensive, data-driven, cohesive, and professionally informed guide, enabling the CRA to prioritize investments and ensure the long-term success of the Trail Town initiative.

**Alternatives:**

As the Board desires.

**Item Budgeted:**

Yes

**Source/Use of Funds/Budget Book Page:**

104-555-515.65-00 CR1604 Trail Town Amenities

**Strategic Plan:**

This addresses the City of Titusville's Strategic Goals and Objectives, including

- Objective 1.b by enhancing the appearance of the City
- Objective 1.d to improve public safety
- Objective 2.c to continue implementation of the sustainability plan
- Objective 4.b to continue to market trails and amenities

In addition, this project would impact a variety of goals, policies and objectives established in the adopted 2022 CRA Plan. This includes but is not limited to;

CRA Plan Section	Relevant Goals, Objectives, or Strategies	Project Alignment
Redevelopment Strategies	Reinforce Connections; Reinforce CRA Branding and Marketing; Enhance Existing Destinations; Support Planned and Programmed Development	Project enhances connectivity, wayfinding, and supports future capital investment decisions tied to trail-related development.
Public Spaces (Goal 5.0)	Goal 5.1 – Safe and accessible public spaces Goal 5.2 – Visually unified CRA Goal 5.3 – Increased public spaces and amenities	Plan will recommend ADA-compliant, branded trail amenities and evaluate opportunities for new public amenities and rest areas.
Community & Culture (Goal 3.0)	Goal 3.4 – Promote tourism and local assets	Project leverages Trail Town designation and enhances cultural and recreational tourism in the CRA.
Economic Development (Goal 4.0)	Goal 4.2 – Encourage hospitality and entertainment venues	Improved trail infrastructure supports tourism-related businesses and encourages new visitor-serving uses within the CRA.
Infrastructure (Goal 6.0)	Objective 6.1.1 – Improve pedestrian/bike infrastructure Objective 6.1.3 – Promote sustainable multi-modal systems	Consultant will assess and propose enhanced trail and bike connectivity, supporting mobility and environmental goals.

**Strategic Plan Impact:**

Hiring a qualified consultant to develop a Trail Town amenities plan directly supports the CRA’s strategic goals of economic development, place-making, and enhanced mobility. By producing a comprehensive and data-driven guide, this initiative advances the CRA’s objectives to:

- Support Planned and Programmed Redevelopment through targeted infrastructure improvements that enhance public spaces and increase the district’s appeal.
- Promote Tourism and Economic Vitality by improving the trail-user experience, attracting more visitors, and increasing foot traffic to downtown businesses and cultural assets.
- Reinforce CRA Branding and Identity by recommending amenities that are consistent with the community’s character and visual identity.
- Enhance Connectivity and Quality of Life through better integration of trails with parks, neighborhoods, and commercial areas, promoting alternative transportation, health, and outdoor recreation.

Ultimately, this initiative will serve as a catalyst for sustainable growth and long-term reinvestment by positioning the CRA as a trail-friendly destination aligned with both community values and redevelopment priorities.

**ATTACHMENTS:**

None

**City of Titusville**  
 "Gateway to Nature and Space"

REPORT

**To:** Members of the Community Redevelopment Agency  
**From:** Sue Williams, Redevelopment Planner  
**Subject:** **FY 2026 CRA Budget and Resolution No. 14-2025**  
**Department/Office:** Community Development

**Recommended Action:**

Approve the FY 2026 budget and Resolution No. 14-2025 to transmit the budget to the City Council for adoption on September 18, 2025, as part of the City's adopted budget.

**Summary Explanation & Background:**

**Background**

On March 11, 2025, the Community Redevelopment Agency (CRA) reviewed and formally accepted the proposed Fiscal Year (FY) 2026 CRA Budget. The budget provides the framework for continued investment in redevelopment initiatives, community improvements, and operational support within the CRA District.

**Budget Summary**

Category	Amount
<b>Total CRA Fund</b>	<b>\$1,167,804</b>
<b>Revenue Sources</b>	
– County Contribution	\$370,000
– City Contribution	\$797,804
<b>Expenditures</b>	
– Personnel (4 employees – salaries & benefits)	\$288,353
– Operating Expenses	\$227,315
– Capital Projects	\$374,456

**Operating and Capital Initiatives**

<b>Initiative</b>	<b>Amount</b>
Trail Town Amenities	\$30,000
Community Policing & Audit	\$45,000
CRA Grant Program	\$110,000
Infrastructure (Safety Improvements)	\$244,465
Broad Street Improvements	\$100,000

## **Conclusion**

The FY 2025 CRA Budget reflects a balanced allocation of resources to support redevelopment priorities, community safety, infrastructure enhancements, and grant opportunities that encourage reinvestment within the CRA District. By aligning expenditures with adopted plans and objectives, the CRA is positioned to strengthen downtown vibrancy, improve public spaces, and promote long-term economic stability.

### **Alternatives:**

1. Adopt Resolution No. 14-2025 to transmit the CRA budget to the City Council with alternative specific funding included.
2. Adopt Resolution No. 14-2025 to transmit the CRA budget to the City Council with general budget categories and adopt specific funding levels at a future date

### **Item Budgeted:**

### **Source/Use of Funds/Budget Book Page:**

### **Strategic Plan:**

This addresses the goals and objectives in the City of Titusville's Strategic Goals and Objectives. Please see the table of alignment and impacts.

This also addresses the Goals and Objectives of the City of Titusville CRA Plan adopted in 2022. See below table of alignment and impacts.

### **Strategic Plan Impact:**

## **Alignment of FY 2026 CRA Budget with City of Titusville Strategic Goals**

<b>Budget Item</b>	<b>City Strategic Goal / Objective Addressed</b>	<b>Impact</b>
<b>Trail Town</b>	Goal 3: Enhance Recreation &	Expands recreational offerings,

<b>Amenities – \$30,000</b>	Cultural Opportunities – Objective 3.2: Support trails, open space, and tourism-related amenities	promotes tourism, and strengthens Titusville’s identity as a trail and outdoor destination.
<b>Community Policing &amp; Audit – \$45,000</b>	Goal 2: Ensure Public Safety & Quality of Life – Objective 2.1: Strengthen partnerships with law enforcement and community safety programs	Improves safety in the CRA, builds public trust, and supports a welcoming environment for residents and visitors.
<b>CRA Grant Program – \$110,000</b>	Goal 4: Foster Economic Development & Redevelopment – Objective 4.3: Support business retention, attraction, and redevelopment incentives	Encourages private reinvestment, strengthens the local economy, and enhances the appearance of commercial corridors.
<b>Infrastructure (Safety Improvements) – \$244,465</b>	Goal 1: Improve Infrastructure & Mobility – Objective 1.2: Maintain safe, accessible, and ADA-compliant public facilities and roadways	Enhances safety, accessibility, and mobility for pedestrians and vehicles, improving livability and business activity downtown.
<b>Broad Street Improvements – \$100,000</b>	Goal 5: Strengthen Downtown & Community Identity – Objective 5.1: Reinforce downtown as a hub for culture, commerce, and community events	Supports downtown redevelopment, expands event and festival capacity, and reinforces Titusville’s sense of place.

**Alignment of FY 2026 CRA Budget with City of Titusville CRA Plan adopted in 2022**

<b>Budget Item</b>	<b>Strategic Plan Goal/Objective Addressed</b>	<b>Impact</b>
<b>Trail Town Amenities – \$30,000</b>	CRA Plan Goal 3.2: Enhance recreational and tourism opportunities; Objective 3.2.1: Support trail connectivity and amenities	Promotes tourism, outdoor recreation, and connectivity between downtown businesses, cultural sites, and trails.
<b>Community Policing &amp; Audit – \$45,000</b>	CRA Plan Goal 2.1: Improve public safety; Objective 2.1.2: Partner with law enforcement and audits for community trust	Increases safety, strengthens partnerships, and enhances quality of life for residents and visitors.
<b>CRA Grant Program – \$110,000</b>	CRA Plan Goal 4.3: Support existing and potential	Encourages private investment, improves

<p><b>Infrastructure (Safety Improvements) – \$244,465</b></p>	<p>businesses; Objective 4.3.1: commercial building stock, Incentivize reinvestment in commercial properties and supports business retention and growth. CRA Plan Goal 2.2: Upgrade Provides safer, more infrastructure; Objective 2.2.1: Implement pedestrian, accessible public spaces, ADA, and roadway safety reinforcing downtown livability and economic improvements activity.</p>
<p><b>Broad Street Improvements – \$100,000</b></p>	<p>CRA Plan Goal 1.1: Support Strengthens downtown as an planned redevelopment; event and festival space, Objective 1.1.3: Reinforce enhances connectivity, and supports mixed-use downtown as a cultural, residential, and commercial redevelopment. hub</p>

**ATTACHMENTS:**

1. FY26 PROPOSED CRA BUDGET
2. Resolution\_Adopting\_FY25-26 Budget



**CITY OF TITUSVILLE  
FY2026 PROPOSED BUDGET**

**REVENUE SUMMARY BY SOURCE**

**CRA - FUND 104**

	<b>ACTUAL FY2023</b>	<b>ACTUAL FY2024</b>	<b>REVISED BUDGET FY2025</b>	<b>PROPOSED BUDGET FY2026</b>	<b>% CHANGE FY2025 TO FY2026</b>
<b>PROPERTY TAX</b>					
311.50-01 - TAX INCREMENT/BREVARD	330,782	337,172	350,722	370,000	5.50%
311.50-03 - TAX INCRMT/TITUSVILLE	707,949	751,465	790,341	797,804	0.94%
<b>TOTAL PROPERTY TAX</b>	<b>\$1,038,731</b>	<b>\$1,088,637</b>	<b>\$1,141,063</b>	<b>\$1,167,804</b>	<b>2.34%</b>
<b>INVESTMENT EARNINGS</b>					
361.10-00 - INTEREST - OPERATING	21,176	16,115	-	-	(0.00%)
361.10-01 - INVESTMENT INTEREST	18,877	33,834	-	-	(0.00%)
361.30-00 - NET INCREASE (DECREASE) IN	14,873	36,003	-	-	(0.00%)
361.40-00 - GAIN OR LOSS SALE OF INVEST	(8,792)	(9,370)	-	-	(0.00%)
<b>TOTAL INVESTMENT EARNINGS</b>	<b>\$46,134</b>	<b>\$76,582</b>	<b>-</b>	<b>-</b>	<b>(0.00%)</b>
<b>PRIOR YEAR APPROPRIATIONS</b>					
389.11-04 - RESTRICTED	-	-	752,624	-	(100.00%)
<b>TOTAL PRIOR YEAR APPROPRIATIONS</b>	<b>-</b>	<b>-</b>	<b>\$752,624</b>	<b>-</b>	<b>(100.00%)</b>
<b>MISCELLANEOUS</b>					
369.90-00 - MISCELLANEOUS REVENUE	-	4,140	-	-	(0.00%)
<b>TOTAL MISCELLANEOUS</b>	<b>-</b>	<b>\$4,140</b>	<b>-</b>	<b>-</b>	<b>(0.00%)</b>
<b>INTERFUND TRANSFERS IN</b>					
381.11-31 - TRANSFER FROM/ARPA FUND	216,202	-	-	-	(0.00%)
<b>TOTAL INTERFUND TRANSFERS IN</b>	<b>\$216,202</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(0.00%)</b>
<b>TOTAL FUND</b>	<b>\$1,301,067</b>	<b>\$1,169,359</b>	<b>\$1,893,687</b>	<b>\$1,167,804</b>	<b>(38.33%)</b>



**CITY OF TITUSVILLE  
FY2026 PROPOSED BUDGET**

**EXPENDITURE SUMMARY BY TYPE**

**CRA - FUND 104**

	<b>ACTUAL FY2023</b>	<b>ACTUAL FY2024</b>	<b>REVISED BUDGET FY2025</b>	<b>PROPOSED BUDGET FY2026</b>	<b>% CHANGE FY2025 TO FY2026</b>
<b>PERSONNEL SERVICES</b>					
12-01 - PERSONNEL SERVICES	56,705	107,152	178,043	180,583	1.43%
13-01 - TEMP SALARIES/WAGES	12,700	4,748	-	-	(0.00%)
14-00 - OVERTIME	1,449	161	35,153	30,000	(14.66%)
15-00 - SPECIAL PAY	300	250	-	-	(0.00%)
21-01 - FICA TAXES	6,930	9,899	13,844	14,035	1.38%
22-00 - RETIREMENT CONTRIBUTIONS	10,107	14,114	26,249	25,373	(3.34%)
23-01 - GROUP HEALTH INSURANCE	13,556	25,043	45,487	36,534	(19.68%)
24-01 - WORKERS COMPENSATION	1,002	701	659	659	(0.00%)
28-01 - OTHER EMPLOYEE BENEFITS	469	81	1,125	1,169	3.91%
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$103,218</b>	<b>\$162,149</b>	<b>\$300,560</b>	<b>\$288,353</b>	<b>(4.06%)</b>
<b>OPERATING EXPENDITURES</b>					
31-01 - PROFESSIONAL SERVICES	45,377	30,665	35,000	45,000	28.57%
40-01 - TRAVEL & PER DIEM	2,235	2,690	6,400	6,680	4.38%
41-01 - COMMUNICATIONS SERVICES	140	480	480	480	(0.00%)
43-01 - UTILITY SERVICES	44,768	52,234	55,000	55,000	(0.00%)
46-01 - REPAIR & MAINT SERVICES	92,534	90,408	81,288	64,240	(20.97%)
48-01 - PROMOTIONAL ACTIVITIES	827	1,912	4,000	400	(90.00%)
49-01 - OTHER CHARGES/GENERAL FUND	41,599	35,229	47,106	100,735	113.85%
52-01 - OPERATING SUPPLIES	548	957	1,000	1,570	57.00%
54-01 - BOOKS/PUBS/SUBS/MEMS	795	795	1,500	3,210	114.00%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$228,823</b>	<b>\$215,370</b>	<b>\$231,774</b>	<b>\$277,315</b>	<b>19.65%</b>
<b>CAPITAL</b>					
63-20 - INFRASTRUCTURE/IMPROV OTHER THA	-	-	-	244,456	(0.00%)
65-00 - CONSTRUCTION IN PROGRESS	243,856	1,250,314	984,570	130,000	(86.80%)
<b>TOTAL CAPITAL</b>	<b>\$243,856</b>	<b>\$1,250,314</b>	<b>\$984,570</b>	<b>\$374,456</b>	<b>(61.97%)</b>



**CITY OF TITUSVILLE  
FY2026 PROPOSED BUDGET**

**EXPENDITURE SUMMARY BY TYPE**

**CRA - FUND 104**

	ACTUAL FY2023	ACTUAL FY2024	REVISED BUDGET FY2025	PROPOSED BUDGET FY2026	% CHANGE FY2025 TO FY2026
<b>GRANTS &amp; AID</b>					
82-01 - AID TO PRIVATE ORG	216,202	241,230	255,834	110,000	(57.00%)
<b>TOTAL GRANTS &amp; AID</b>	<b>\$216,202</b>	<b>\$241,230</b>	<b>\$255,834</b>	<b>\$110,000</b>	<b>(57.00%)</b>
<b>OPERATING TRANSFERS OUT</b>					
12-07 - TRANSFER TO/PIRN 2009	120,950	118,040	120,949	117,680	(2.70%)
<b>TOTAL OPERATING TRANSFERS OUT</b>	<b>\$120,950</b>	<b>\$118,040</b>	<b>\$120,949</b>	<b>\$117,680</b>	<b>(2.70%)</b>
<b>TOTAL FUND</b>	<b>\$913,049</b>	<b>\$1,987,103</b>	<b>\$1,893,687</b>	<b>\$1,167,804</b>	<b>(38.33%)</b>



**CITY OF TITUSVILLE  
FY2026 PROPOSED BUDGET**

**EXPENDITURE BY TYPE  
1905 PLANNING**

**CRA - FUND 104**

	<b>ACTUAL FY2023</b>	<b>ACTUAL FY2024</b>	<b>REVISED BUDGET FY2025</b>	<b>PROPOSED BUDGET FY2026</b>	<b>% CHANGE FY2025 TO FY2026</b>
<b>PERSONNEL SERVICES</b>					
12-01 - PERSONNEL SERVICES	56,705	107,152	178,043	180,583	1.43%
13-01 - TEMP SALARIES/WAGES	12,700	4,748	-	-	(0.00%)
14-00 - OVERTIME	1,449	161	35,153	30,000	(14.66%)
15-00 - SPECIAL PAY	300	250	-	-	(0.00%)
21-01 - FICA TAXES	5,375	8,290	13,844	14,035	1.38%
22-00 - RETIREMENT CONTRIBUTIONS	10,107	14,114	26,249	25,373	(3.34%)
23-01 - GROUP HEALTH INSURANCE	11,579	23,976	43,818	33,846	(22.76%)
24-01 - WORKERS COMPENSATION	1,002	701	659	659	(0.00%)
28-01 - OTHER EMPLOYEE BENEFITS	469	-	1,125	1,140	1.33%
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$99,686</b>	<b>\$159,392</b>	<b>\$298,891</b>	<b>\$285,636</b>	<b>(4.43%)</b>
<b>OPERATING EXPENDITURES</b>					
40-01 - TRAVEL & PER DIEM	1,245	2,245	6,400	6,680	4.38%
41-01 - COMMUNICATIONS SERVICES	140	480	480	480	(0.00%)
46-01 - REPAIR & MAINT SERVICES	-	-	-	10,000	(0.00%)
52-01 - OPERATING SUPPLIES	-	1	1,000	1,070	7.00%
54-01 - BOOKS/PUBS/SUBS/MEMS	-	-	1,500	1,605	7.00%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$1,385</b>	<b>\$2,726</b>	<b>\$9,380</b>	<b>\$19,835</b>	<b>111.46%</b>
<b>TOTAL 1905 PLANNING</b>	<b>\$101,071</b>	<b>\$162,118</b>	<b>\$308,271</b>	<b>\$305,471</b>	<b>(0.91%)</b>



**CITY OF TITUSVILLE  
FY2026 PROPOSED BUDGET**

**EXPENDITURE SUMMARY BY TYPE  
5555 NON-DEPARTMENTAL**

**CRA - FUND 104**

	<b>ACTUAL FY2023</b>	<b>ACTUAL FY2024</b>	<b>REVISED BUDGET FY2025</b>	<b>PROPOSED BUDGET FY2026</b>	<b>% CHANGE FY2025 TO FY2026</b>
<b>PERSONNEL SERVICES</b>					
21-01 - FICA TAXES	1,555	1,609	-	-	(0.00%)
23-01 - GROUP HEALTH INSURANCE	1,977	1,067	1,669	2,688	61.05%
28-01 - OTHER EMPLOYEE BENEFITS	-	81	-	29	(0.00%)
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$3,532</b>	<b>\$2,757</b>	<b>\$1,669</b>	<b>\$2,717</b>	<b>62.79%</b>
<b>OPERATING EXPENDITURES</b>					
31-01 - PROFESSIONAL SERVICES	45,377	30,665	35,000	45,000	28.57%
40-01 - TRAVEL & PER DIEM	990	445	-	-	(0.00%)
43-01 - UTILITY SERVICES	44,768	52,234	55,000	55,000	(0.00%)
46-01 - REPAIR & MAINT SERVICES	92,534	90,408	81,288	54,240	(33.27%)
48-01 - PROMOTIONAL ACTIVITIES	827	1,912	4,000	400	(90.00%)
49-01 - OTHER CHARGES/GENERAL FUND	41,599	35,229	47,106	100,735	113.85%
52-01 - OPERATING SUPPLIES	548	956	-	500	(0.00%)
54-01 - BOOKS/PUBS/SUBS/MEMS	795	795	-	1,605	(0.00%)
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$227,438</b>	<b>\$212,644</b>	<b>\$222,394</b>	<b>\$257,480</b>	<b>15.78%</b>
<b>CAPITAL</b>					
63-20 - INFRASTRUCTURE/IMPROV OTHER THA	-	-	-	244,456	(0.00%)
65-00 - CONSTRUCTION IN PROGRESS	243,856	1,250,314	984,570	130,000	(86.80%)
<b>TOTAL CAPITAL</b>	<b>\$243,856</b>	<b>\$1,250,314</b>	<b>\$984,570</b>	<b>\$374,456</b>	<b>(61.97%)</b>
<b>GRANTS &amp; AID</b>					
82-01 - AID TO PRIVATE ORG	216,202	241,230	255,834	110,000	(57.00%)
<b>TOTAL GRANTS &amp; AID</b>	<b>\$216,202</b>	<b>\$241,230</b>	<b>\$255,834</b>	<b>\$110,000</b>	<b>(57.00%)</b>
<b>OPERATING TRANSFERS OUT</b>					
12-07 - TRANSFER TO/PIRN 2009	120,950	118,040	120,949	117,680	(2.70%)
<b>TOTAL OPERATING TRANSFERS OUT</b>	<b>\$120,950</b>	<b>\$118,040</b>	<b>\$120,949</b>	<b>\$117,680</b>	<b>(2.70%)</b>
<b>TOTAL 5555 NON-DEPARTMENTAL</b>	<b>\$811,978</b>	<b>\$1,824,985</b>	<b>\$1,585,416</b>	<b>\$862,333</b>	<b>(45.61%)</b>



**CITY OF TITUSVILLE, FLORIDA  
 FIVE-YEAR CAPITAL IMPROVEMENT PLAN  
 CRA FUND  
 NEW PROJECT REVENUE SOURCES ONLY**

<b>SOURCES</b>								
<b>Accounting String</b>	<b>Project Number</b>	<b>Revenue Name</b>	<b>New Project Allocations FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>	<b>FY 2030</b>	<b>Totals</b>
104-0000-311.50-03		Tax Increment/Titusville	\$ 374,456	\$ 225,000	\$ 450,000	\$ 205,000	\$ 560,000	\$ 1,814,456
		<b>TOTAL SOURCES</b>	<b>\$ 374,456</b>	<b>\$ 225,000</b>	<b>\$ 450,000</b>	<b>\$ 205,000</b>	<b>\$ 560,000</b>	<b>\$ 1,814,456</b>
<b>USES</b>								
<b>Accounting String</b>	<b>Project Number</b>	<b>Project Name</b>	<b>New Project Allocations FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>	<b>FY 2030</b>	<b>Totals</b>
104-5555-515.65-00	CR1604	Trail Town Amenities	\$ 30,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 430,000
104-5555-515.65-00	CR2501	Broad Street Parking	\$ 100,000	\$ 75,000	\$ 250,000	\$ 75,000	\$ 320,000	\$ 820,000
104-5555-515.63-20	CR2602	Safety Improvements	\$ 244,456	\$ 50,000	\$ 100,000	\$ 30,000	\$ 140,000	\$ 564,456
		<b>TOTAL USES</b>	<b>\$ 374,456</b>	<b>\$ 225,000</b>	<b>\$ 450,000</b>	<b>\$ 205,000</b>	<b>\$ 560,000</b>	<b>\$ 1,814,456</b>

**RESOLUTION NO. xx – 2025**

**A RESOLUTION OF THE TITUSVILLE COMMUNITY REDEVELOPMENT AGENCY ADOPTING THE BUDGET OF THE TITUSVILLE COMMUNITY REDEVELOPMENT AGENCY FOR THE FISCAL YEAR 2025-2026; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Executive Director of the Titusville Community Redevelopment Agency has recommended an annual budget for the next ensuing fiscal year beginning October 1, 2025, and ending September 30, 2026, and,

**WHEREAS**, a notice of public hearing on said budget was duly published; and

**WHEREAS**, City Council is scheduled to conduct a public hearing on September xx, 2025, to adopt the FY2025-2026 Budget for the City of Titusville, which includes the Titusville Community Redevelopment Agency budget; and

**WHEREAS**, the Titusville Community Redevelopment Agency convened on September 1xx, 2025, to consider the Titusville Community Redevelopment Agency's final budget for transmittal to City Council for inclusion within the City's adopted FY2025-2026 budget, and all persons desiring to voice objection or make comments upon said budget were given an opportunity to do so.

**NOW, THEREFORE, BE IT ENACTED** by the Titusville Community Redevelopment Agency of The City of Titusville, Florida as follows:

**Section 1.** That the Titusville Community Redevelopment Agency of the City of Titusville, Florida pursuant to Chapter 189, Florida Statutes, does hereby adopt the attached General and Related Fund Budgets for the fiscal year 2025-2026.

**Section 2.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this xxth day of September 2025.

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Andrew Conners, Chair  
Titusville Community -  
Redevelopment Agency

ATTEST:

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Wanda F. Wells, City Clerk

City of Titusville  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Community Redevelopment Agency  
**From:** Sue Williams, Redevelopment Planner  
**Subject:** **CRA Budget Amendment**  
**Department/Office:** Community Development

**Recommended Action:**

Recommend approval to the City Council for the associated Budget Amendment for a total of \$30,515 from Utilities Infrastructure and Stormwater Infrastructure to CR2501 Broad Street Project.

**Summary Explanation & Background:**

All budgets lapse at the end of each fiscal year unless they are specifically approved as part of the Carry-Forward list, the Capital and Construction list, or are associated with Grants or Restricted Revenue accounts.

After review of current CRA projects, staff recommends a budget amendment to reallocate funds as follows:

- Transfer \$20,000 from Project CR2101 - Utilities Infrastructure, and
- Transfer \$10,515 from Project CR2301 - Stormwater Infrastructure,

to Project CR2501 – Broad Street.

The balances remaining in the Utilities Infrastructure and Stormwater Infrastructure accounts are not sufficient to fully fund any planned projects at this time. Reallocating these funds will allow the CRA to advance the Broad Street improvements, which remain a priority redevelopment initiative. All other CRA projects are Carry-Forward.

**Alternatives:**

As the Board Desires.

**Item Budgeted:**

Yes

**Source/Use of Funds/Budget Book Page:**

SOURCE:	104-5555-515.65-00 CR2101 - UTILITIES INFRASTRUCTURE	\$
	(20,000)	
	104-5555-515.65-00 CR2301 - STORMWATER INFRASTRUCTURE	
	\$(10,515)	
USE:	104-5555-515.65-00 CR2501 - BROAD STREET PARKING	\$
	30,515	

**Strategic Plan:**

This action addresses Goal 1.b Quality of life by enhancing the physical appearance of the City, Goal 4.c Economic Development to continue redevelopment efforts to eliminate blight, and Goal 5b. To continue the effectiveness of the CRA Board.

**Strategic Plan Impact:**

This action helps to protect the Community Redevelopment Agency's investments.

**ATTACHMENTS:**

None

**City of Titusville**  
"Gateway to Nature and Space"

REPORT

**To:** Members of the Community Redevelopment Agency  
**From:** Thomas Abbate, City Manager  
**Subject:** **Executive Director's Report September 2025**  
**Department/Office:** Community Development

**Recommended Action:**

The Executive Director's Report is included in the agenda packet. No action is requested.

**Summary Explanation & Background:**

**Alternatives:**

**Item Budgeted:**

**Source/Use of Funds/Budget Book Page:**

**Strategic Plan:**

Goal 5 - Effective Governance

**Strategic Plan Impact:**

**ATTACHMENTS:**

1. Executive Director's Report September 2025
2. CIP Spreadsheet September 2025
3. 08.04.25 Minutes Draft

## EXECUTIVE DIRECTOR'S REPORT

**TO:** Honorable Chairman and CRA Members

**FROM:** Tom Abbate, Interim Executive Director

**DATE:** **September 9, 2025**

Staff is working on the following items.

1. Working with Contractor and Public Works to obtain a scope of work and fee development to be able to research funding. This item will come back to the CRA and City Council.
2. Working with Economic Development and Terracon to order Environmental Assessments on 4 vacant properties in the downtown that are listed as opportunity sites in the CRA Plan.
3. Working with Contractor and Purchasing for handprint monuments and lighting at Space View Park (monument handprints, lighting, irrigation were approved).
4. Attended Preservation on Main Street Annual Conference. This item is on the September 2025 CRA Agenda.
5. Working on Trail Town recommendations. This item is on September CRA Agenda.
6. Reviewing CRA plan and making recommendations in August 2025 and September 2025.
7. Collaborating with Community Development Director, NASA, Space X, Kennedy Space Center, regarding structural monitoring for historic structures in the CRA for the proposed Space X Starship Superheavy launches in 2026.
8. Pedestrian safety – staff sent formal request to FDOT March 14, 2025. Sent follow up email on May 2, 2025. Received phone call June 26, 2025, from Michael Sanders and CRA staff followed up with email to Michael Sanders and Celine regarding CRA of Titusville requests for cost estimates for safety features for US1. Staff has received some estimated costs. This will be on an upcoming CRA agenda.
9. Collaborating with the Economic Development Department and East Central Florida Regional Planning Council (ECFRPC) on SWOT Analysis.
10. Working with Marketing Alliance Economic Development for Titusville reviewing opportunity sites in the CRA District and working on proposed new Economic Development website – eta September 2025.
11. New Directory maps are needed. Staff will be obtaining information of businesses opened and closed in the downtown to update directory maps in the Commons and Main Street as well as updates on website and maps.
12. Reviewing Proposed Projects
13. Reviewing Special Events in Downtown.
14. Approving Business Tax Receipts for CRA District.
15. Working on 2 additional proposed beautification grants in the CRA District.
16. CRA Budget. FY2026 will be on September CRA Agenda.

17. EV Charging Stations at Welcome Center – working with Sustainability Staff and Purchasing Department. Expected to come back to CRA Board in October/November 2025.
18. Security Cameras at Welcome Center – working with TPD, Code Enforcement and IT. This is in progress.
19. Recruiting new businesses downtown.
20. Business Retention Visits.
21. Trash Concerns
22. Miracle City Market Special Event monthly in Downtown will resume in October 2025.
23. Working with Code Enforcement – positive activity generators and CPTED
24. CRA staff working with Public Works staff on open Capital Improvement line items to bring to CRA Board with update and recommendations.

The Florida Department of Transportation (FDOT) is proposing to repave the southbound lanes of U.S. 1 (North Washington Avenue/South Hopkins Avenue/Edison Avenue) from the FEC Railroad bridge to Grace Street in Titusville. The resurfacing will extend the life of the existing roadway. This project also proposed traffic signal upgrades at Garden Street (State Road (S.R.) 406), Main Street, Julia Street, South Street (S.R. 405) and Grace Street.

Pedestrian safety enhancements will include improved crosswalks, pedestrian curb ramp reconstruction to meet current Americans with Disabilities Act (ADA) standards, and construction of sidewalk to connect to existing bus stops.

This project is State Funded, and the cost is approximately \$3.9 million for design and construction. Estimated start date 2025.

For your information, the project will involve the replacement of the traffic signal boxes which will require new wraps.

Project Manager Tyler Burgett presented at the August 13, 2024, CRA Meeting.

FDOT Speed Study for US 1 CRA was presented February 11, 2025. The Titusville Police Department Pedestrian Safety Study was presented on March 11, 2025, with recommendations.

Tyler Burgett, Project Manager of the Southbound US 1 repaving Project 448800-1 provided an update. The project is now in the construction phase and anticipated to be completed in the Summer of 2025. The project webpage is <https://www.cflroads.com/project/448800-1>. Ashley Ingham is the Communications Team Contact at FDOT for this project and is listed on the webpage. Also listed on the webpage is a project flyer and a project information handout. CRA Staff requested an update on June 26, 2025 and received the following information: The project started on 2/24/25(Early 2025) and is projected to be finished in November/December 2025. They have completed directional boring, sidewalk ramps for the new pedestrian crossings, installation of pull boxes and installation of new luminaires. Upcoming work includes finalization of pull boxes, signal upgrades for the existing pedestrian crossings and lastly milling and paving. They are out there working right now. Dates are subject to change but these are the most current projections.

Tyler Burgett provided an update on the upcoming US 1 northbound resurfacing project. This project has been given the project number, FPID: 454217-1. This project is now anticipated for construction in fiscal year 2029. The project's design phase could begin as early as the calendar year 2027. The contact for questions regarding the US 1 northbound resurfacing is Celine Bounds the Scoping Manager. Tyler recommended reaching out to Celine to discuss ways the City of Titusville would like to partner with this project. For example, if there are things that the City of Titusville would like to add to the project with city funding, these are things Celine can document in their preliminary project scope.

Staff sent a formal request to FDOT (Michael Sanders and Celine Bounds) from the CRA to evaluate RRFB installation at the crosswalks of South Washington Avenue and North Washington Avenue at Pine Street and Palmetto Street. The CRA also requested signage improvements as indicated in the TPD Study. In addition to additional signage the CRA requested consistent signage (yellow signs to be all bright yellow). Staff sent a status update email on May 2, 2025.

Staff confirmed with Celine Bounds the CRA board would like to be a part of any upcoming meetings. The next meeting was a virtual conference call held June 4, 2025. CRA Staff emailed the CRA requests from the virtual meeting to FDOT (Michael Sanders and Celine Bounds) for pricing for extended project costs. Staff have received some costs and are waiting for the complete list from Celine Bounds. The Rapid Flashing Lights will cost approximately \$70,000 for 2 lights on Washington at Palmetto and Pine.

The Resurfacing Project for Northbound US1 is Project Number 454217-1 and has been rescheduled to FY 2029 due to funding.

The FDOT website is CFLRoads.com.

## **Capital Projects in the Downtown**

### 1. Sidewalk Infill & Repair

The CRA approved a scope for the consultant DRMP, Inc. to develop a plan for sidewalk infill and repair at the November 22, 2022, CRA meeting. A work order has been issued to DRMP. The draft was received by Public Works staff. Work completed. (\$87,796).

### 2. New Sidewalks (ADA)

Scobie Park was paved with a previous sidewalk for \$33,675 from CRA funding in conjunction with plantings at Scobie Park funded by grant partnerships. This was completed in May 2025. Other new sidewalk projects are in progress (\$207,127 total).

3. Indian River Avenue Utilities Infrastructure Improvements – Project started in August 2023 and is in progress/construction. This project will be funded by utilizing a Clean Water State Revolving Fund loan with an estimated cost of approximately \$8.9 million. This project was completed in FY2025.

4. Stormwater Infrastructure – The City received a Save Our Indian River Lagoon (SOIRL) grant for twenty (20) tree box filters. The tree boxes will be installed on the Main Executive Director's Report

Street/Indian River Ave Commons Parking area. The City received grant agreement from SOIRL and staff finalized the project grant approval from FDEP. The design is complete. The construction work order was awarded at the 6/11 Council Meeting and was fully funded by grant funds. Construction has begun and four tree boxes are complete in the Commons area. Request for Direction of funds on July 9, 2024, CRA Agenda. Funds allocated to low impact development (LID) demonstration project below.

5. Low Impact Development (LID) Demonstration Project – on July 9, 2024, CRA approved \$149,742 to be utilized for a low impact development demonstration project along Indian River Ave. This project will create a bioswale and pervious parking spaces that will reduce nutrient loadings and discharges to the Indian River Lagoon. Construction is complete.

6. Whiteway Replacement – City Staff is working with FPL on the design to replace the Whiteway lights with FPL maintained lights. A cost estimate will be forth coming.

7. Broad Street Parking – This project was allocated \$150,000 in FY 2025 budget. An additional \$100,000 was approved for FY 2026 to fund this project with pervious pavement. This project was approved on August 2025 CRA Agenda. Staff met with the Contractor and Public Works on site and will be receiving Scope of Work and estimated cost in order to research financing. This will come back to CRA and City Council.

8. Utilities Infrastructure – reviewing options (\$20,000). Recommending budget amendment.

9. Sails in Commons –Installed and completed.

10. Water Resources Utilities Infrastructure Slip Lining in CRA. Work Completed. (\$137,018).

## **Ongoing Projects**

### Historic Preservation Board

There was a Historic Preservation Board (HPB) meeting on September 2, 2025.

The HPB conducted a public hearing and considered the proposed Certificate of Appropriateness request for the Carter House. The Board also discussed Senate Bill 582 regarding the unlawful demolition of Historic Structures. A new program was discussed regarding recognizing Mid-Century Modern Structures in the City of Titusville.

August minutes are attached.

Projects	Status	2024								2025						
		June	July	August	September	October	November	December	January	February	March	April	May	June	July	August
Downtown Marketing	In Progress	Staff will update busniess information		New Maps design ordered	New Maps installed in new kiosks											Staff updating infor graphic designer
Broad Street Project	In Progress					under staff review				Need CRA approval for pervious and budget			To CRA Board in June for Direction	Approved August 2025 - Staff researching scope and		
Utilities Infrastructure	Completed	Construction					Completed									
Stormwater Infrastructure	In progress	Construction			In progress						4 Tree boxes installed - more in progress	In progress ETA completion in September				
Whiteway Replacement	Design	Design work is progressing											To FPL			
Sails In Commons	In Progress		October - Budgetted - to be ordered						Need CRA approval for pervious and budget	Fabrication started			Installed and Complete			
Low Impact Development Demonstration	In Progress		CRA approve	In design						Project in Progress	Completed					
New Sidewalks	In Progress	In progress								Scope in progress	Scobie Park Completed					

The Historic Preservation Board (HPB) of the City of Titusville, Florida met in regular session at City Hall in the Council Chamber, located at 555 South Washington Avenue on Monday August 4, 2025 at 1:00 p.m.

XXX

Chairman Kiesel called the meeting to order at 1:00 p.m. Present were, Secretary Adams, Member Foster, Member Jonas, Alternate Member Davis. Vice Chairman Petyk, Member Shifalo, Member Gaetjens, Alternate Member Crofton were absent. Also attending were Redevelopment Planner Sue Williams and Planner Tabitha Armstrong.

XXX

Member Foster motioned to approve the regular minutes from the June 2, 2025 meeting as presented. Secretary Adams seconded. There was a unanimous voice vote in favor.

XXX

***New Business***

***SpaceX Starship Superheavy Programmatic Agreement Specific to Kennedy Space Center/LC-39A***

Redevelopment Planner Sue Williams gave an overview of what this item is about.

Ms. Williams said that a list of the historical structures was provided to Kennedy Space Center for monitoring. There were fifteen structures that were provided.

The results of the monitoring will be provided from all subject sites.

The Historic Preservation Board members had discussion.

Mayor Andrew Connors of Titusville came to speak. Mayor Connors said he has contacts with SpaceX and he the opportunity to meet them in person. Mayor Connors said that if there is any data that the Board believes they might have to let him know and he would reach out to his contacts to see about obtaining this. Mayor Connors said he was approached by a Council Member at Cape Canaveral to join as equal partners to do a study lead by an outside higher educational institution to do monitoring studies of our own structures. This monitoring would provide data before launch and after launch. Mayor Connors said this could help protect our structures and provide proof if there might be a claim due to damage.

The Historic Preservation Board Members had discussion with Mayor Connors.

XXX

***Old Business***

None

XXX

***Petitions & Request***

None

XXX

***Reports***

Planner Tabitha Armstrong will be presenting the Joynerville and Beyond project at the September 2025 American Planning Association Conference along with Community Development Director Brad Parrish and Member Kirk Davis.

Planner Tabitha Armstrong gave an update regarding the summer youth interns that were able to work within the Planning Department this summer. The interns read through the Joynerville and Beyond report and they were very much engaged in the history of this project and provided some feedback on how the youth can be involved in this project.

The Historic Preservation Board discussed the September 2025 meeting date and requested that it be scheduled for September 3, 2025.

Member Kirk Davis spoke about a graph about Starship landing and had questions about the graph. The Historic Preservation Board members had discussion. Ms. Williams said she will bring up the concerns with the landings going over populated areas.

XXX

**Adjournment 2:46pm**