



CITY OF TITUSVILLE

COMMUNITY REDEVELOPMENT AGENCY

AGENDA

Regular Meeting

December 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 November 11, 2025.

6. SPECIAL RECOGNITIONS & PRESENTATIONS

7. OLD BUSINESS

A. **Continuing Contract CO23Q006TB -Task Order #9 with Kimley Horn for Trail Town Amenities Strategic Master Plan**

Recommend to City Council to approve the Continuing Consultant Contract CO23Q006TB Task Order #9 with Kimley Horn in the amount not-to-exceed \$40,000 to provide Consulting Services for the development of a Comprehensive Trail Town Amenities Master Plan and authorize the City Manager to execute the task order.

B. Scope of Work for Trail Town Amenities Strategic Master Plan - Main Street Segment

Review and approve or revise the three (3) scenarios for the Main Street extension scope of work.

8. NEW BUSINESS

A. Commercial Beautification Grant Application - First United Methodist Church

Approve the one grant request for several buildings located at 206 South Hopkins Avenue.

9. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT

10. EXECUTIVE DIRECTOR'S REPORT

A. Executive Director's Report December 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 November 11, 2025.

Summary Explanation & Background:

Alternatives:

Item Budgeted:

Source/Use of Funds/Budget Book Page:

Strategic Plan:

Strategic Plan Impact:

ATTACHMENTS:

1. CRA minutes 11-11-25

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, November 11, 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 Andriene Treasure, 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 September 9, 2025.

Motion: Member Nelson moved to approve the minutes of the Community Redevelopment Agency meeting on September 9, 2025, as submitted. Vice-Chairperson Cole seconded the motion.

The motion carried unanimously.

xxx

Special Recognitions and Presentations – None.

xxx

Old Business

Downtown Directory Maps — Annual Business Updates – Executive Director Abbate advised this was an information item only. No action was requested.

Redevelopment Planner Sue Williams advised that CRA staff has completed the annual update of the Downtown Directory Maps for the kiosks. As part of this process, staff compiled a current list of new active businesses by reviewing Business Tax Receipts (BTRs) issued between September 2024 and September 2025. Staff also conducted an in-person survey of the downtown area to verify active and closed businesses.

Updated listings were coordinated with a professional designer for map revisions, printed for installation, and shared with partners such as the Chamber of Commerce, Titusville Welcome Center, and the Historical Museum ensuring broader community distribution.

Redevelopment Planner Sue Williams stated there were forty (40) open businesses and she knew of four (4) closed businesses in the Community Redevelopment Agency (CRA). She stated that the vacant properties were available on the website.

xxx

FDOT Safety Enhancements - Downtown Titusville - Executive Director Abbate advised this was an information item only. No action was requested.

Redevelopment Planner Sue Williams advised that the Florida Department of Transportation (FDOT) provided updated information regarding the planned resurfacing project along U.S. 1 within the downtown Titusville area (Project No. 454217-1). The resurfacing was currently scheduled for Fiscal Year (FY) 2029.

As the project scoping was being finalized, Mayor Andrew Connors contacted Florida Department of Transportation (FDOT) Secretary Tyler to discuss concerns specific to the downtown section. These concerns echoed previous feedback shared by the CRA Board and staff regarding pedestrian safety, traffic calming, and the overall streetscape experience within the CRA district.

In response, FDOT District Five staff, including Celine Bound and Amy Beckmann, have been coordinating with FDOT's Scoping and Traffic Operations offices to identify potential opportunities for interim safety improvements prior to the full resurfacing project.

FDOT provided an updated conceptual design of both the northbound and southbound sections of U.S. 1 through downtown Titusville. The concept included several interim enhancements designed to improve pedestrian visibility, driver awareness, and corridor safety in alignment with the City's and CRA's redevelopment goals.

Proposed interim improvements include:

- Installation of Rectangular Rapid Flashing Beacons (RRFBs) at all midblock pedestrian crossings.
- Installation of Speed Radar Feedback Signs along both travel directions.
- Application of “Pedestrian Crossing Ahead” pavement markings in each lane approaching midblock crossings.
- Installation of speed limit pavement marking shields (30 mph) in each lane to reinforce the downtown speed zone.

These enhancements were intended to improve pedestrian safety, enhance driver awareness, and visually reinforce the character of downtown Titusville as a pedestrian-oriented district consistent with the CRA Plan and the City’s adopted Complete Streets and Vision Zero principles.

Redevelopment Planner Sue Williams stated that the Florida Department of Transportation (FDOT) was requesting a formal recommendation from the Community Redevelopment Agency (CRA) board to the City Council to approve the new FDOT safety enhancement concept provided.

Motion: Member Nelson moved to recommend approval to City Council for the new Florida Department of Transportation (FDOT) Safety Enhancement Concept, as provided in the agenda packet. Vice-Chairperson Cole seconded the motion.

Due to the CRA taking formal action, citizens were allowed to speak.

Stan Johnston stated that it was nice to hear there was no additional cost to the Community Redevelopment Agency (CRA). Mr. Johnston also discussed the \$365 million dollars it would cost for repaving in fiscal year 2029, etc.

Chairperson Connors stated that the FDOT Safety Enhancements were being paid for by the Florida Department of Transportation (FDOT).

The motion carried unanimously.

xxx

New Business

Community Redevelopment Agency (CRA) Goals, Objectives and Performance Measures for Fiscal Year (FY) 2026 – Executive Director Abbate advised the request was to approve the CRA Goals, Objectives and Performance Measures for FY 2026.

HB 7013, which passed on April 26, 2024, makes several important changes to the laws governing special districts, including Community Redevelopment Agencies (CRAs). The bill revises Florida Statue 189.0694 with the following key requirements:

1. All special districts must establish goals and objectives for each program and activity they undertake by October 1, 2024.
2. Special districts are required to create performance measures and standards to determine if their goals and objectives are being achieved.
3. An annual report must be published by December 1 each year, which must include:
 - A description of the goals and objectives achieved
 - The performance measures and standards used to make this determination
 - A list of any goals or objectives that were not achieved

These new requirements were aimed at increasing accountability and transparency for special districts by ensuring they have clear objectives and are regularly assessing their performance. The annual reporting requirement would provide stakeholders with insights into the effectiveness of special district programs and activities.

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

- Community Redevelopment Agency 2026 Performance Measures
- Goals & Objectives Analysis per Florida Statute 189.062
- City of Titusville CRA strategic Plan
- Goals & Objectives
- Florida Statute 189.0694
- FY 2026 Budget Summary
- Operating and Capital Initiatives
- CRA Projects FY26 Budget
- CRA FY26 Budget Initiatives – Performance Standards & Measures

Member Stoeckel stated that she was in support of the goals, objectives and performance measures for Fiscal Year (FY) 2026. She stated that in the future she would like to include the tracking of new businesses and vacancies. Member Stoeckel stated that although it was hard to track, she would like to try and track how many people were frequenting downtown Titusville.

Chairperson Connors stated that they could estimate many people were frequenting downtown Titusville by the amount of people that visited the Welcome Center.

Stan Johnston stated that he was in support of this item and spending money on safety. Mr. Johnston stated that the fountains at Sand Point Park were shut off and he was also in support of that decision.

Motion: Member Nelson moved to approve the Community Redevelopment Agency (CRA) Goals, Objectives and Performance Measures for Fiscal Year (FY) 2026 and if possible, requested that the staff track the number of open and closed businesses and the number of people visiting the CRA through the Visitors Center. Vice-Chair Cole seconded the motion.

The motion carried unanimously.

xxx

Petitions and Request from the Public Present

Stan Johnston discussed four different ways to make decisions. The four different ways he discussed were: majority vote, always agreeing with figures of authority, the man of the house was the master of the house and the man was the master of the house if he listened to his wife. Mr. Johnston stated that he wanted the board to consider these when making decisions.

xxx

Executive Directors Report

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

xxx

With no further business to discuss, the meeting adjourned at 5:54 p.m.

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Community Redevelopment Agency
From: Thomas Abbate, City Manager
Subject: **Continuing Contract CO23Q006TB -Task Order #9 with Kimley Horn for Trail Town Amenities Strategic Master Plan**
Department/Office: Community Development

Recommended Action:

Recommend to City Council to approve the Continuing Consultant Contract CO23Q006TB Task Order #9 with Kimley Horn in the amount not-to-exceed \$40,000 to provide Consulting Services for the development of a Comprehensive Trail Town Amenities Master Plan and authorize the City Manager to execute the task order.

Summary Explanation & Background:

At the September 9, 2025, Community Redevelopment Agency (CRA) meeting, the Board approved the development of a Trail Town Amenities Strategic Master Plan. As part of this action, the Board authorized the allocation of Trail Town funds in an amount not to exceed \$40,000 and approved expanding the project scope to include the area where Main Street crosses the railroad tracks, ensuring a continuous connection between the bike path and Garden Street.

The initial phase of the Trail Town Amenities Strategic Plan is located within the CRA District. A separate, non-CRA funding source will be required to support the portion of the project extending to Main and Garden Streets, as this area lies outside the CRA boundaries.

In accordance with the existing Continuing Consultant Contract CO23Q006TB for professional consulting services, the firm of Kimley Horn provided a proposal for the development of a comprehensive Trail Town Amenities Master Plan that integrates existing and planned pedestrian and bicycle facilities to enhance connectivity, safety, and recreation within the CRA district. The Trail Town Amenities Master Plan will create a coordinated framework for improving pedestrian and bicycle facilities within the CRA district. The plan will inventory existing and planned infrastructure, evaluate consistency with the City's 2022 Community Redevelopment Plan and 2018 Multimodal Master Plan, and identify strategic locations for amenities such as benches, shade structures, bicycle racks, water refill stations, lighting, signage, and wayfinding opportunities.

The project will also produce conceptual renderings, consolidated mapping, and a funding opportunities matrix to guide implementation and identify potential grant sources that could offset future construction costs.

Scope of Work

Kimley-Horn’s proposed scope is organized into four primary tasks:

1. **Inventory & Data Collection** – Identification and documentation of existing and planned pedestrian, bicycle, roadway, and transit facilities within the CRA District, including a written matrix summarizing conditions and plan consistency.
2. **Amenities Master Plan** – Development of draft and final amenities maps, identification of amenity locations, preparation of conceptual graphics, and research on external funding sources.
3. **Plan Integration** – Preparation of a Draft and Final Downtown Pedestrian and Bicycle Amenities Master Plan, including conceptual renderings and narrative recommendations.
4. **Project Administration & Coordination** – Ongoing project management, monthly progress reports, schedule tracking, and facilitation of up to four coordination meetings and two online CRA Board presentations.

Deliverables

The project will produce the following key items:

- Existing Conditions Matrix
- Draft and Final Amenities Maps (11"×17")
- Funding Opportunities Analysis
- Draft and Final Master Plan (with conceptual renderings)
- Monthly progress reports and coordinated meetings

These deliverables will ensure the CRA has a clear, actionable plan for future trail-related improvements within the district.

It is recommended that the CRA recommend to City Council to approve the Continuing Consultant Contract CO23Q006TB Task Order #9 with Kimley Horn in the amount not-to-exceed \$40,000 to provide Consulting Services for the development of a Comprehensive Trail Town Amenities Master Plan and authorize the City Manager to execute the task order.

Alternatives:

As the Board Desires.

Item Budgeted:

Yes

Source/Use of Funds/Budget Book Page:

104-5555-515.65-00 CR1604 Trail Town Amenities

Strategic Plan:

City of Titusville Strategic Goals & Objectives Addressed	CRA 2022 Adopted Plan Goals & Strategies Addressed
<p>Goal 1: Quality of Life</p> <ul style="list-style-type: none"> • Encourage a vibrant downtown and the arts. • Enhance physical appearance of the city, including entryways. • Sustain and improve public safety. 	<p>Public Spaces (Goal 5.0)</p> <ul style="list-style-type: none"> • Goal 5.1: Create safe, accessible public spaces (Universal Design, ADA, lighting). • Goal 5.2: Utilize consistent streetscape and amenity design themes. • Goal 5.3: Increase public spaces and public amenities; evaluate sites for trail-oriented improvements.
<p>Goal 2: Efficient & Effective Services</p> <ul style="list-style-type: none"> • Continue partnerships and coordination with public, private, and nonprofit entities. • Commit to funding capital improvements. 	<p>Infrastructure (Goal 6.0)</p> <ul style="list-style-type: none"> • Support pedestrian, bicycle, roadway, and transit network improvements within the CRA.
<p>Goal 3: Financial Stability</p> <ul style="list-style-type: none"> • Plan for future capital obligations. 	<p>Economic Development (Goal 4.0)</p> <ul style="list-style-type: none"> • Goal 4.1: Encourage private investment through improved public realm and amenity infrastructure. • Goal 4.2: Maintain a safe, well-lit, pedestrian-friendly downtown to attract businesses and visitors.
<p>Goal 4: Economic Development</p> <ul style="list-style-type: none"> • Continue to market trails and amenities. • Continue redevelopment efforts to eliminate blight and revitalize buildings. 	<p>Community & Culture (Goal 3.0)</p> <ul style="list-style-type: none"> • Goal 3.3: Support and promote public art. • Goal 3.4: Increase tourist activity and leverage Trail Town status.
<p>Goal 6: Community Development</p> <ul style="list-style-type: none"> • Implement well-planned commercial 	

growth and development.

- Encourage managed growth using low-impact development principles.

Strategic Plan Impact:

The Strategic Impact of the development of the Trail Town Amenities Master Plan will:

- Increase economic activity and support local businesses
- Enhance public safety and accessibility
- Strengthen Titusville's brand as a trail and recreation-oriented destination
- Accelerate redevelopment and private investment

ATTACHMENTS:

1. Kimley-Horn & Assoc, Inc KHTO009



**TASK ORDER FOR PROFESSIONAL ENGINEERING
CONTINUING CONSULTING
SERVICES AGREEMENT**

*Post Office Box 2806
(555 South Washington Avenue)
Titusville, FL 32781-2806
(32796-3584)*

*City of Titusville
Purchasing & Contracting Division*

CONTRACT#: _____	TASK ORDER#: _____
CONSULTANT: _____	PROJECT#: _____
ADDRESS: _____	PROJECT NAME: _____
_____	_____

By the signature affixed below, both the City and the Consultant agree to the following Contract work as per the Task Order stipulated herein. Upon proper execution of this document, the Consultant is hereby notified to commence work. All Task stated below is hereby incorporated and made a part of the Contract identified above. And all the terms and conditions of said Contract are incorporated herein and in full force and effect while executing the Task stipulated as follows:

- A) TOTAL AMOUNT OF TASK AWARDED PRIOR TO THIS TASK ORDER \$
- TOTAL AMOUNT FOR THIS TASK ORDER \$
- TOTAL AMOUNT OF TASK AWARDED INCLUDING THIS TASK ORDER \$
- B) TERM FOR THIS TASK ORDER
- COMPLETION DATE FOR THIS TASK ORDER: _____ MM/DD/YYYY or _____ #of Days from NTP

CONSULTANT (Print):
Firm Name: _____
Authorized Staff Name _____

CITY OF TITUSVILLE:

City Manager (Print)

 (Signature) Date

 (Signature) Date

ATTEST: _____
 City Clerk Date

Approved as to Form

City Attorney (Print)

 (Signature) Date

City of Titusville - Staff Reviews

Purchasing & Contracting Administrator (Print)

 (Signature) Date

Department Director Name/Department (Print)

 (Signature) Date

October 22nd, 2025,

Brad Parrish, AICP
Community Development Director
City of Titusville
555 South Washington Ave.
Titusville, Florida 32796

**Re: Task Order #9 (WO# KHWO001)
CO23Q006_Utility Services and Public Works Projects**

Dear Mr. Parrish:

Pursuant to your request, **Kimley-Horn and Associates, Inc.** (“Kimley-Horn” or “Consultant”) is pleased to submit this letter agreement (the “Agreement”) to the **City of Titusville** (“Client”) to provide consulting services for the development of a comprehensive amenities plan for pedestrian and bicycle facilities in the City of Titusville’s CRA district. (the “Project”). Our project understanding, scope of services, schedule, and fees are outlined below.

PROJECT UNDERSTANDING

Kimley-Horn understands that the City of Titusville is seeking to develop a comprehensive Amenities Plan that integrates existing and planned pedestrian and bicycle facilities to enhance connectivity, safety, and recreation within the CRA district along Main Street (See Exhibit ‘A’ below). The plan will evaluate current and future infrastructure in relation to the goals of the City’s 2022 Community Redevelopment Plan and 2018 Multimodal Master Plan, while identifying opportunities to incorporate supporting amenities such as benches, shade structures, lighting, wayfinding, public art, and other pedestrian and bicycle enhancements. The resulting plan will aim to provide a cohesive framework that promotes an active, accessible, and connected downtown environment while aiming to guide future funding and implementation efforts.

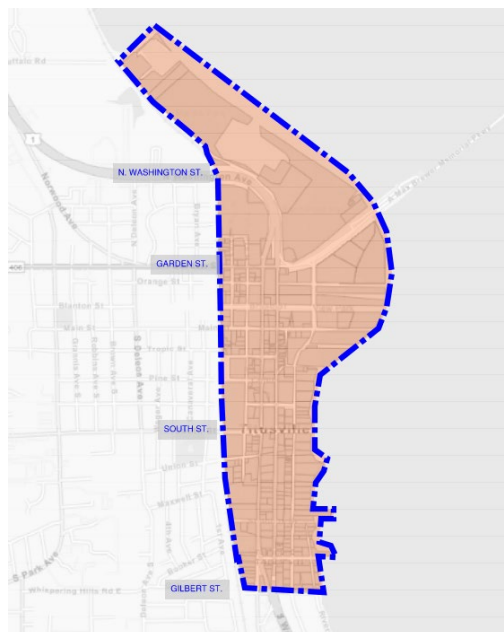


EXHIBIT ‘A’

SCOPE OF SERVICES

Task 1 – Inventory and Data Collection

Kimley-Horn will identify existing, proposed, and planned pedestrian and bicycle facilities utilizing the city's latest GIS base maps and files, located in the CRA district. Once identified, Kimley-Horn will prepare a written matrix summarizing the following:

- Existing built roadways, intersections, bikeways, pedestrian walkways, and transit projects in the CRA district.
- Roadways, intersections, bikeways, pedestrian walkways, and transit projects that are proposed or planned in the CRA district.
- Evaluation of how the existing, proposed, and planned facilities align with the goals and objectives of the City's 2022 Community Redevelopment Plan and 2018 Multimodal Master Plan.

Task 1 Deliverables

- One (1) Matrix Document (8.5"x11" PDF format)

Task 2 – Master Plan

Kimley-Horn will develop a comprehensive Downtown Amenities Plan based on the existing and planned pedestrian and bicycle improvements identified in the previous task. The plan will focus on enhancing connectivity, comfort, safety, and overall user experience within the identified boundaries of the CRA.

Kimley-Horn will complete the following:

- **Amenities Identification**
 - Identify proposed locations for pedestrian and bicycle amenities such as park benches, outdoor tables, recycling and litter receptacles, shade structures, bicycle racks, bicycle repair stations, pedestrian-scale lighting, distance markings, wayfinding signage, street safety signage, and opportunities for public art installations within the identified boundaries of the CRA.
- **Amenities Mapping**
 - Prepare one (1) Draft and Final Pedestrian and Bicycle Amenities Map (11" x 17") illustrating existing and proposed facilities, connections, and amenity locations. The map will include 3 rendered graphics and conceptual visuals of the typical amenities within the CRA district to clearly communicate recommendations and design intent. The draft will be submitted to the city for one round of review and consolidated comments prior to finalization.
- **Funding Source Analysis**
 - Kimley-Horn will research funding opportunities and prepare a matrix of potential third party funding pursuits that could assist in offsetting the costs of the project. The matrix will provide information such as the name of the funding source, a description of the possible use of the funds, whether the source is a grant or a loan, specific terms/conditions of the source, and the deadline for submitting an application.

Preparation of applications is not included in this task but can be provided in future authorizations.

Task 2 Deliverables

- One (1) Draft Amenities Map (11"x17" PDF Format)
- One (1) Final Amenities Map (11"x17" PDF Format)
- One (1) Funding Analysis Document (8.5." x 11" PDF Format)

Task 3 – Plan Integration

Kimley-Horn will compile all findings, analyses, and mapping efforts from Tasks 1 and 2 into a single, cohesive Downtown Pedestrian and Bicycle Amenities Master Plan.

The Master Plan will include:

- A summary of key findings and opportunities identified through the trail analysis and amenities planning process.
- Maps illustrating existing and proposed pedestrian and bicycle facilities, amenity locations, and connectivity improvements.
- Conceptual imagery and renderings that convey the desired look, feel, and functionality of proposed improvements.
- Written narrative sections linking recommendations to the goals and priorities of the 2022 Community Redevelopment Plan and 2018 Multimodal Master Plan.

As part of this task, Kimley-Horn will:

- Prepare Draft and Final Master Plan Reports summarizing data collection and analysis findings. The draft will be submitted to the city for one round of review and consolidated comments prior to finalization.
- Prepare up to three (3) conceptual renderings illustrating key improvement areas, amenities, or alternative connections identified through the planning process.

Task 3 Deliverables

- Draft Downtown Pedestrian and Bicycle Amenities Master Plan
- Final Downtown Pedestrian and Bicycle Amenities Master Plan
- Up to three (3) conceptual renderings incorporated into the plan
- One (1) Final Master Plan Document (11" x 17" PDF format)

Task 4 – Project Administration and Coordination

Kimley-Horn will provide overall project management and administrative support for the successful execution of Tasks 1 through 3. This task includes coordination, communication, and quality oversight to ensure the project remains on schedule and within scope.

As part of this task, Kimley-Horn will:

Provide ongoing project management and administration through the following activities:

- Develop and maintain a detailed project schedule, updated as necessary throughout the duration of the project.
- Prepare and submit monthly invoices and progress reports summarizing work completed, upcoming activities, and any key issues.

- Conduct up to four (4) project status meetings with the City's Project Manager to review progress, address feedback, and coordinate next steps.
- Oversee overall scope, schedule, budget, and quality control throughout the duration of the project.

Task 4 Deliverables

- Project Schedule (with updates as required)
- Monthly Progress Reports and Invoices
- Facilitation of up to two (2) Project Status Meetings
- Facilitation of up to two (2) one hour Online Presentations to the CRA Board
- Ongoing Project Administration and Coordination

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope, as well as any changes in the scope the Client requests, will be considered additional services and will be performed at our then-current hourly rates. Additional services we can provide include, but are not limited to, the following:

- A. Any service not specifically provided for in the above scope of services.
- B. Revisions to documents beyond those specified.
- C. Design elements beyond those outlined in the above project understanding.
- D. Public Meetings, Annexation and/or Easement Coordination
- E. Any item not specifically mentioned in our Scope of Services

INFORMATION PROVIDED BY CLIENT

The Client will provide any information upon which Kimley-Horn will rely. This may include, but is not limited to:

- A. Current version of the three 2022 Community Redevelopment Plan and City's 2018 Multimodal Master Plan
- B. Adopted or drafted Downtown Complete Street Plans
- C. Existing GIS Data and Mapping Files for existing planned pedestrian, bicycle, roadway, and transit. Existing Park, open space, and recreational facilities location.
- D. Capital Improvement and Project List related to sidewalk, trail, or park improvements within downtown or adjacent areas.
- E. Funding and Grant Information
- F. Base Map
- G. All applicable documents / plans from other consultants (Environmental, Planning, etc.)

SCHEDULE

Consultant shall provide the services described in the above scope. The Trail Town Masterplan shall be completed within 109 days plus city review time and presentations with an anticipated final deliverable of 134 days after notice to proceed.

FEE AND BILLING

Kimley-Horn will perform the services in Tasks 1 - 4 for the total lump sum labor fee below. In addition to the lump sum labor fee, direct reimbursable expenses such as express delivery services, air travel, and other direct expenses will be billed at 1.15 times cost. All permitting, application, and similar project fees will be paid directly by the Client. Should the Client request Kimley-Horn to advance any such project fees on the Client's behalf, an invoice for such fees, with a fifteen (15%) markup, will be immediately issued to and paid by the Client.

Task Number & Name		Fee	Type
1	Inventory and Data Collection	\$10,400	Lump Sum
2	Master Plan	\$14,100	Lump Sum
3	Plan Integration	\$8,810	Lump Sum
4	Project Administration and Coordination	\$6,600	Lump Sum
Total		\$39,910	

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

HOURS AND STAFF ALLOCATION

As requested, the following is our information regarding our personnel hourly rates and projected hours for the project. These rates will be used throughout the term of the agreement.

LABOR CATEGORY	HOURS	HOURLY BILLABLE RATE
Principal	0	\$304.00
Senior Landscape Architect	0	\$270.00
Senior Planner	9	\$270.00
Landscape Architect	70	\$220.00
Planner	0	\$220.00
Senior Landscape Designer	12	\$190.00
Landscape Designer	120	\$165.00
Senior Support / Senior Designer	0	\$185.00
Admin Support / Designer	0	\$105.00

CLOSURE

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute this Agreement in the spaces provided below and return a copy to us. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Sheema Laguerre
Project Manager



M. Scott Mingonet, PLA, AICP
SR Vice President/Principal

Agreed to on this _____ day of _____, 2025

CITY OF TITUSVILLE

By: _____,

_____ (Date)

_____ (Print or Type Name)

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Community Redevelopment Agency
From: Thomas Abbate, City Manager
Subject: **Scope of Work for Trail Town Amenities Strategic Master Plan - Main Street Segment**
Department/Office: Community Development

Recommended Action:

Review and approve or revise the three (3) scenarios for the Main Street extension scope of work.

Summary Explanation & Background:

At the September 9, 2025, Community Redevelopment Agency (CRA) meeting, the Board approved the development of a Trail Town Amenities Strategic Master Plan. As part of this action, the Board authorized the use of Trail Town funds in an amount not to exceed \$40,000 and approved the expansion of the planning area to include the segment where Main Street crosses the FEC railroad tracks. This modification ensures a continuous, seamless connection between the regional bike path and Garden Street.

The initial phase of the Trail Town Amenities Strategic Plan remains focused within the CRA District. However, the expanded project segment extending to the Main Street–Garden Street connection lies outside the CRA boundaries. As such, a separate, non-CRA funding source will be required to support planning and improvements for this portion of the project. Below is the draft scope of work for the Main Street Segment for the CRA Board review

Draft Scope of Work – Main Street Segment (For CRA Board Review)

The Consultant shall develop a separate concept plan for each of the following scenarios:

1. **Scenario 1 – Main Street Segment Only.** Prepare a concept plan for the segment of Main Street located between S. Deleon Avenue and the F.E.C Railroad right-of-way. .
2. **Scenario 2 – Main Street Segment + City-Owned Blanton Street**

Parcel. Prepare a concept plan that includes the segment of Main Street between S Deleon Avenue and the F.E.C. Railroad right-of-way; and the City-owned parcel on Blanton Street (Brevard County Property Appraiser number 22-35-04-02-35-6).

3. Scenario 3 – Main Street Segment + F.E.C. Railroad Corner

Property. Prepare a concept plan that includes the segment of Main Street between S. Deleon Avenue and the F.E.C. Railroad right-of-way and the F.E.C. Railroad property located at the northwest corner of Main Street and the Railroad right-of-way.

Alternatives:

As the Board Desires.

Item Budgeted:

Source/Use of Funds/Budget Book Page:

Strategic Plan:

City of Titusville Strategic Goals & Objectives Addressed:

Goal 1: Quality of Life

- Encourage a vibrant downtown and the arts.
- Enhance the physical appearance of the city, including entryways.
- Sustain and improve public safety.

Goal 2: Efficient & Effective Services

- Continue partnerships and coordination with public, private, and nonprofit entities.
- Commit to funding capital improvements.

Goal 3: Financial Stability

- Plan for future capital obligations.

Goal 4: Economic Development

- Continue to market trails and amenities.

- Continue redevelopment efforts to eliminate blight and revitalize buildings.

Goal 6: Community Development

- Encourage managed growth using low-impact development principles.

Strategic Plan Impact:

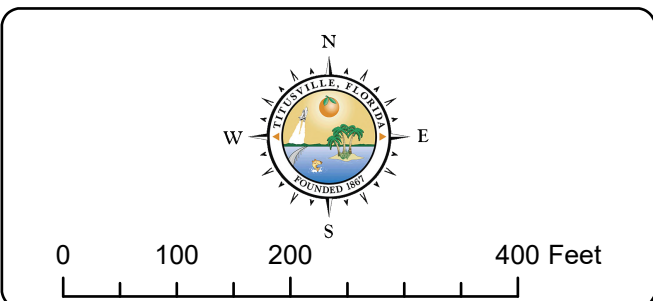
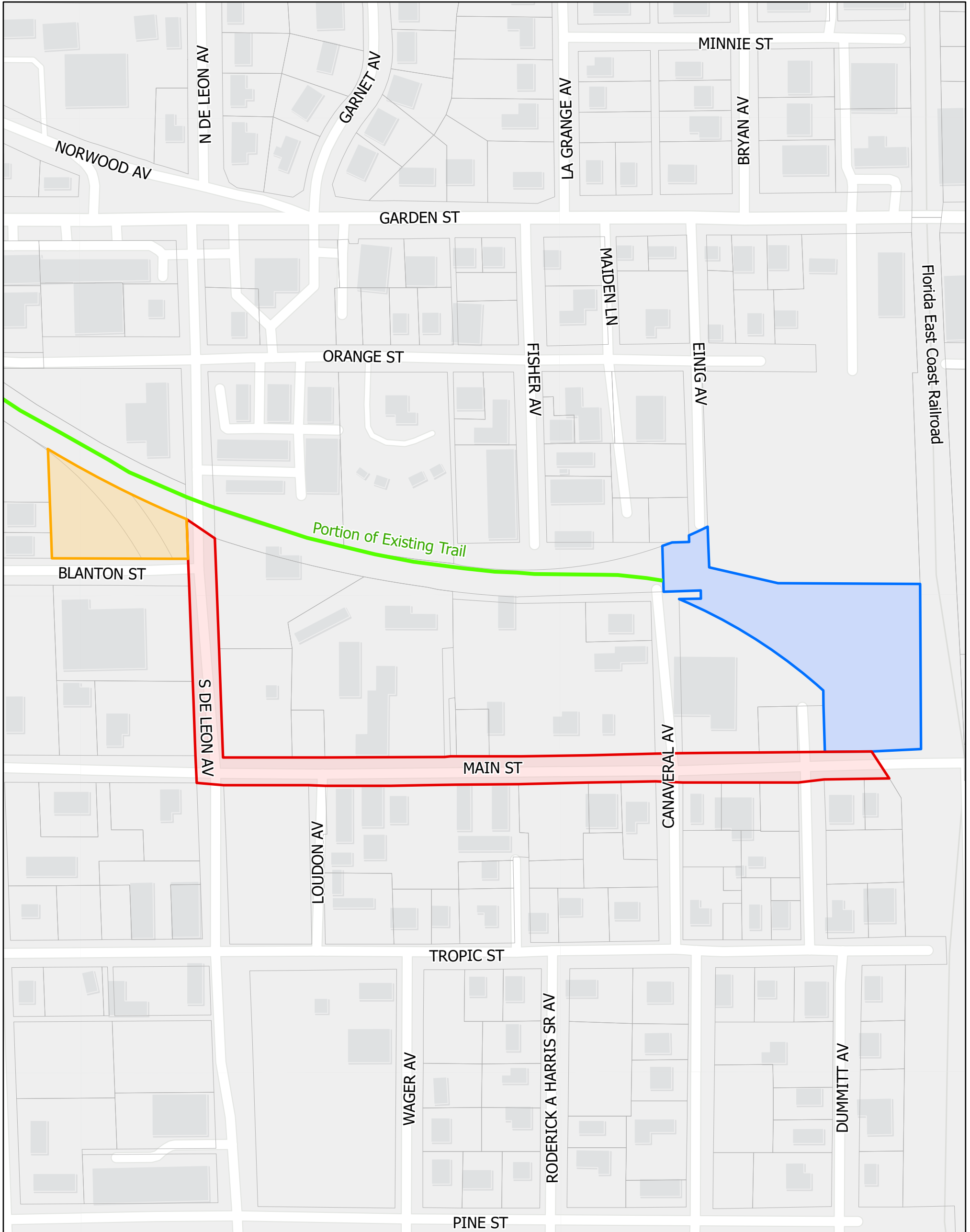
The Strategic Impact of the development of the Trail Town Amenities Master Plan will:

- Increase economic activity and support local businesses
- Enhance public safety and accessibility
- Strengthen Titusville's brand as a trail and recreation-oriented destination
- Accelerate redevelopment and private investment

ATTACHMENTS:

1. Boundaries for Titusville Trail Amenities Plan

Boundaries for Titusville Trail Amenities Plan



This GIS data is deemed reliable but provided "as is" without warranty of any representation of accuracy, timeliness, reliability or completeness. These map documents do not represent a legal survey of the land and are for graphical purposes only. Use of this data for any purpose should be with acknowledgment of the limitations of the data, including the fact that the data is dynamic and is in a constant state of maintenance, correction and update.

10/28/2025

Description

- A portion of FEC Railroad property located at the NW corner of Main St and the Railroad right-of-way.
- A segment of Main St between S Deleon Ave and FEC Railroad right-of-way.
- City owned parcel located on Blanton St with Parcel ID 22-35-04-02-35-6, City owned public right of way, and a portion of a privately owned parcel with Parcel ID 22-35-03-00-279.

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Community Redevelopment Agency
From: Thomas Abbate, City Manager
Subject: **Commercial Beautification Grant Application - First United Methodist Church**
Department/Office: Community Development

Recommended Action:

Approve the one grant request for several buildings located at 206 South Hopkins Avenue.

Summary Explanation & Background:

Attached for the Board's review is an application for a Commercial Beautification Grant from Mark Kendrick of First United Methodist Church of Titusville Inc., to assist in the painting of the buildings located at 206 S. Hopkins Avenue in the Downtown Community Redevelopment Area (CRA). The applicant is proposing to paint several buildings and replace fascia.

The City of Titusville's Community Redevelopment Agency's Commercial Beautification (Facade Improvement) Program allows for Community Redevelopment Agency (CRA) grant funds to be utilized for general improvements to the exterior of commercial structures serving a commercial purpose located within the boundaries of the CRA. Public and non-profit properties serving a commercial purpose for the benefit of the Downtown are allowed to apply for grant funds. A commercial purpose shall include those properties that provide tourist, office, business or professional services, or otherwise promote/assist the economic growth of the Downtown Redevelopment Area. Eligible applicants can receive grant funding up to \$50,000 for each property with 75% of the grant paid at the project's completion and 25% of the grant paid at the first year of occupancy after completion of the improvements. All improvements must be consistent with the City of Titusville's Community Redevelopment Plan, Downtown Master Plan, Land Development Regulations and Urban Design Manual.

The intent of the program is to increase commercial occupancy rates and values within the CRA while revitalizing the overall area. To accomplish this goal, the program assists commercial property owners to restore or renovate the exterior of their structures, which will enhance the visual quality of the environment and increase investment, occupancy and property values.

The approval process for the grant program allows the CRA Executive Director or

designee to approve grant applications up to \$10,000. Applications in excess of \$10,000 are forwarded to the CRA Board for review and funding approval. The grant funds will be distributed only upon completion of improvements and submittal of receipts, invoices and required documentation, including building permits to the CRA staff. Through an agreement, the applicant must be willing to maintain the renovations for at least five (5) years. Should the grantee transfer, sell, or divest themselves of their interest in the subject property, or fail to maintain the improvements, during the five-year period following the receipt of grant funds, the CRA will be entitled to reimbursement of the grant funds as determined in the agreement. Applications must be approved by the CRA before work can begin on the improvements.

This project is located at 206 S. Hopkins Avenue and 213 Palm Avenue within the Downtown Sub-district of the Community Redevelopment District. There are a total of 4 buildings. Mark Kendrick, on behalf of the First United Methodist Church of Titusville Inc., is applying to paint and repair or replace fascia on buildings. Painting is an eligible expense as part of a more comprehensive improvement project. Vinyl soffit and fascia are an eligible expense as part of more extensive project improvements.

Painting, when not associated with other improvements, is an ineligible expense. Routine maintenance activities that are part of normal property ownership are ineligible expenses.

The applicant's proposed scope of work, which includes painting and the repair or replacement of fascia, is classified as maintenance under the CRA Exterior Beautification Grant Program. These activities preserve the building's appearance and condition but do not constitute restoration, as they do not return the structure to a documented historic condition or reconstruct architectural features. While the work is eligible for funding, it is evaluated within the category of routine maintenance and aesthetic enhancement rather than restoration.

The total cost of the low bid for these improvements is \$85,520.00. The total amount of the reimbursement grant is 50% of the total, which is \$42,760.00. Funds are available in the CRA Building Grants FY2026 budget to cover the grant amount.

All backup documentation required is attached.

Alternatives:

- 1. Approve less than the eligible grant amount.
- 2. Do not approve the grant request.

Item Budgeted:

Yes

Source/Use of Funds/Budget Book Page:

Account #104-5555-565-82-01 Project CR1703 Aid to Private Organizations

Strategic Plan:

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

Strategic Goal & Objective	Objective Reference	Alignment with Project
Goal 1: Quality of Life	1.b - Enhance physical appearance	Renovations include repainting and fascia.

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

Goal / Policy / Strategy	Description & Project Alignment
Goal 1.2 – Collaborate with agencies and groups to foster redevelopment	The grant program reflects the CRA’s collaboration with private stakeholders to accomplish revitalization goals.

Strategic Plan Impact:

This grant project aligns with the CRA’s purpose to reduce blight and stimulate long-term reinvestment and revitalization in Titusville’s Downtown District.

ATTACHMENTS:

1. Application for 206 S. Hopkins Beautification
2. Supporting Documentation for 206 S. Hopkins
3. Quotes for 206 S. Hopkins
4. Photos for 206 S Hopkins Beautification
5. (CRA) Commercial Beautification Grant Program Policies and Procedures Nov

2024_202501210915048654 (4)



APPLICATION

CITY OF TITUSVILLE COMMUNITY REDEVELOPMENT AGENCY

DOWNTOWN TITUSVILLE COMMUNITY REDEVELOPMENT AREA

COMMERCIAL BEAUTIFICATION (FAÇADE) IMPROVEMENT PROGRAM I.

APPLICANT AND BUSINESS INFORMATION

Date of Application: November 1, 2025

Name of Applicant: First United Methodist Church Titusville

Name of Business: " "

Business Address: 206 S. Hopkins Titusville, FL 32796

Telephone Number: 321 269 7631 Fax Number: _____

E-mail Address: office@fumctitusville.com

Type of Business: church

Parcel ID Number: 22-35-03-03-5-1

Are there any liens or existing Code violations on the property? _____ Yes No

If yes, briefly explain (attach additional pages if needed): _____

ZONING DESIGNATION – NOTE: This section to be reviewed and completed by the City of Titusville Planning Department (321.567.3860):

DMU Sub-district: DMU Land Use: Mixed Use

Use is in compliance: yes Use in not in compliance: _____

Planner/Reviewer and Date: Aue Williams 11/25/2025

BUILDING PERMITS – NOTE: This section to be reviewed and completed by the City of Titusville Building Department (321.567.3765):

Building Permit(s) will be needed: Yes _____ No X

If yes, what permits will be required? _____

Building Official/Reviewer and Date: _____

II. PROPERTY OWNER INFORMATION (if different from Applicant)

Name of Property Owner: SAME

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

Business Address: _____

PROJECT FINANCING INFORMATION

Total Project Cost: \$ 85,520.00

Attach at least two bids from a licensed contractor

Bid One
Contractor Name: TITAN Construction Bid Amount: \$ 85,520.00

Bid Two
Contractor Name: Kingdom Construction Bid Amount: \$ 112,935.00

Amount of Grant Funds Requested: \$ 42,760.00

(The applicant must provide proof of available funding for the full project cost. The City of Titusville will reimburse 50% of the project cost as grant funds. The maximum grant amount is \$50,000)

For projects valued at \$5,000 or less, the City of Titusville will reimburse 60% of the project cost as grant funds.

How will applicant's portion of the project be financed?
(Verification of funding sources will be required before final approval of the grant application.) (Attach additional sheets if necessary)

We currently have the funds to pay for entire project. However, that cost would seriously deplete our capital fund.

IV. PROJECT SUMMARY

Please provide a summary of the proposed project and how the requested funds will be used. Be specific in describing the nature of the project and address the improvements that will be made and the timetable for completing the proposed improvements. Attach additional pages if necessary. Note: A site visit with the applicant may be necessary to understand the scope and nature of the project.

Painting of church and school and repair and/or replacing fascia

IV. ADDITIONAL SUBMISSIONS (required)

1. Provide color photographs (minimum of 4 inch X 6 inch if not digital) of the existing building exterior showing all sides of the structure, with emphasis on the area to be improved.

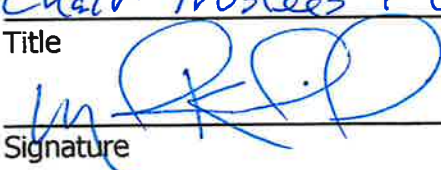
2. Renderings or conceptual drawings of the proposed project at completion.
3. Two bids from a licensed contractor detailing the following:
 - a. Description of the materials to be used and the construction procedure.
 - b. Itemized cost estimate of the project.
4. A legal description of the property.
5. Proof of property ownership (deed) or, if a tenant, a copy of the lease.
6. Tenants must provide written documentation verifying the property owner authorizes and approves the proposed enhancements. In all cases the property owner shall be a co-signer of the grant agreement document.
7. Proof of property insurance.
8. A title search provided by the applicant showing that the property is free from any judgement liens and that all mortgage and tax obligations are current.

V. CERTIFICATION

Please read the following and sign below. **All owners, authorized corporate officers, or partners must sign this application.**

The information contained in this application is accurate to the best of my knowledge. Applicants understand that personal, business and/or property information may be requested pursuant to this application and hereby give their consent for such information to be provided. The CRA retains the sole decision as to whether this grant application is approved, disapproved, or modified.

Applicant agrees to accept future maintenance and other associated costs occurring after the completion of the project for not less than five years.

<p><u>Mark Kendrick</u> Name (print)</p>	<p>_____ Name (print)</p>
<p><u>Chair Trustees FUMCT</u> Title</p>	<p>_____ Title</p>
<p><u></u> Signature</p>	<p>_____ Signature</p>
<p>_____ Date</p>	<p>_____ Date</p>

1



REAL PROPERTY DETAILS
Account 2200367 - Roll Year 2025

Owners	FIRST METHODIST CHURCH OF; TITUSVILLE INC
Mailing Address	206 S HOPKINS AVE TITUSVILLE FL 32796
Site Address	206 S HOPKINS AVE UNIT CHURCH TITUSVILLE FL 32796 213 S PALM AVE UNIT DAYCAR TITUSVILLE FL 32796
Parcel ID	22-35-03-03-5-1
Taxing District	14A0 - TITUSVILLE
Exemptions	EXRL - RELIGIOUS
Property Use	7100 - CHURCH
Total Acres	1.19
Site Code	0300 - U S 1
Plat Book/Page	0001/0008
Subdivision	TITUSVILLE
Land Description	TITUSVILLE LOTS 1,2 BLK 5



VALUE SUMMARY

Category	2025	2024	2023
Market Value	\$1,216,730	\$1,510,420	\$1,488,320
Agricultural Land Value	\$0	\$0	\$0
Assessed Value Non-School	\$1,216,730	\$1,510,420	\$1,488,320
Assessed Value School	\$1,216,730	\$1,510,420	\$1,488,320
Homestead Exemption	\$0	\$0	\$0
Additional Homestead	\$0	\$0	\$0
Other Exemptions	\$1,216,730	\$1,510,420	\$1,488,320
Taxable Value Non-School	\$0	\$0	\$0
Taxable Value School	\$0	\$0	\$0

SALES / TRANSFERS

Date	Price	Type	Instrument
No Data Found			

BUILDINGS

PROPERTY DATA CARD #1

Building Use: 7100 - CHURCH			
Materials		Details	
Exterior Wall:	STUCCO	Year Built	1952
Frame:	MASNRYCONC	Story Height	10
Roof:	BU-TG/MMBRN	Floors	1
Roof Structure:	GMBRL/MNSRD/MNTR	Residential Units	
		Commercial Units	1
Sub-Areas		Extra Features	
Base Area (1st)	9,531	Paving - Concrete	7,380
Open Porch	1,270	Paving - Asphalt	3,534
Utility Room	612		
Total Base Area	9,531		
Total Sub Area	11,413		

PROPERTY DATA CARD #2

Building Use: 7100 - CHURCH			
Materials		Details	
Exterior Wall:	STUCCO	Year Built	1950
Frame:	MASNRYCONC	Story Height	18
Roof:	ENAMEL METAL	Floors	1
Roof Structure:	WOOD TRUSS	Residential Units	
		Commercial Units	1
Sub-Areas		Extra Features	
Base Area (1st)	3,696	No Data Found	
Open Porch	900		
Utility Room	224		
Total Base Area	3,696		
Total Sub Area	4,820		

PROPERTY DATA CARD #3

Building Use: 7100 - CHURCH

Materials		Details	
Exterior Wall:	STUCCO	Year Built	1950
Frame:	MASNRYCONC	Story Height	9
Roof:	ASPH/ASB SHNGL	Floors	1
Roof Structure:	WOOD TRUSS	Residential Units	
		Commercial Units	1
Sub-Areas		Extra Features	
Base Area (1st)	2,880	No Data Found	
Open Porch	1,408		
Total Base Area	2,880		
Total Sub Area	4,288		

PROPERTY DATA CARD #4

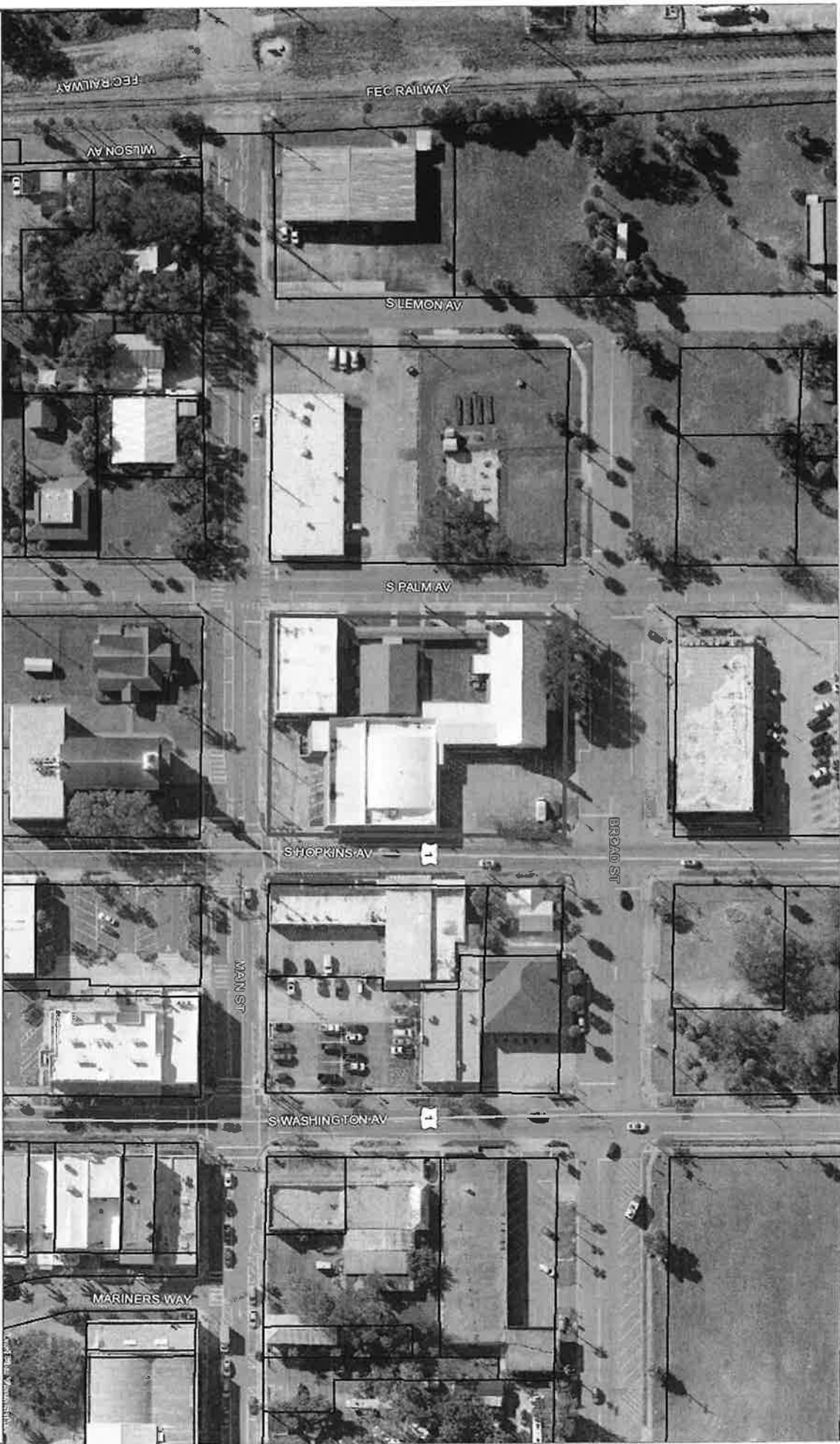
Building Use: 7100 - CHURCH

Materials		Details	
Exterior Wall:	STUCCO	Year Built	1950
Frame:	MASNRYCONC	Story Height	10
Roof:	BU-TG/MMBRN	Floors	2
Roof Structure:	BAR JOIST RIGID	Residential Units	
		Commercial Units	1
Sub-Areas		Extra Features	
Base Area (1st)	4,918	No Data Found	
Base Area (2nd)	4,950		
Open Porch	312		
Total Base Area	9,868		
Total Sub Area	10,180		

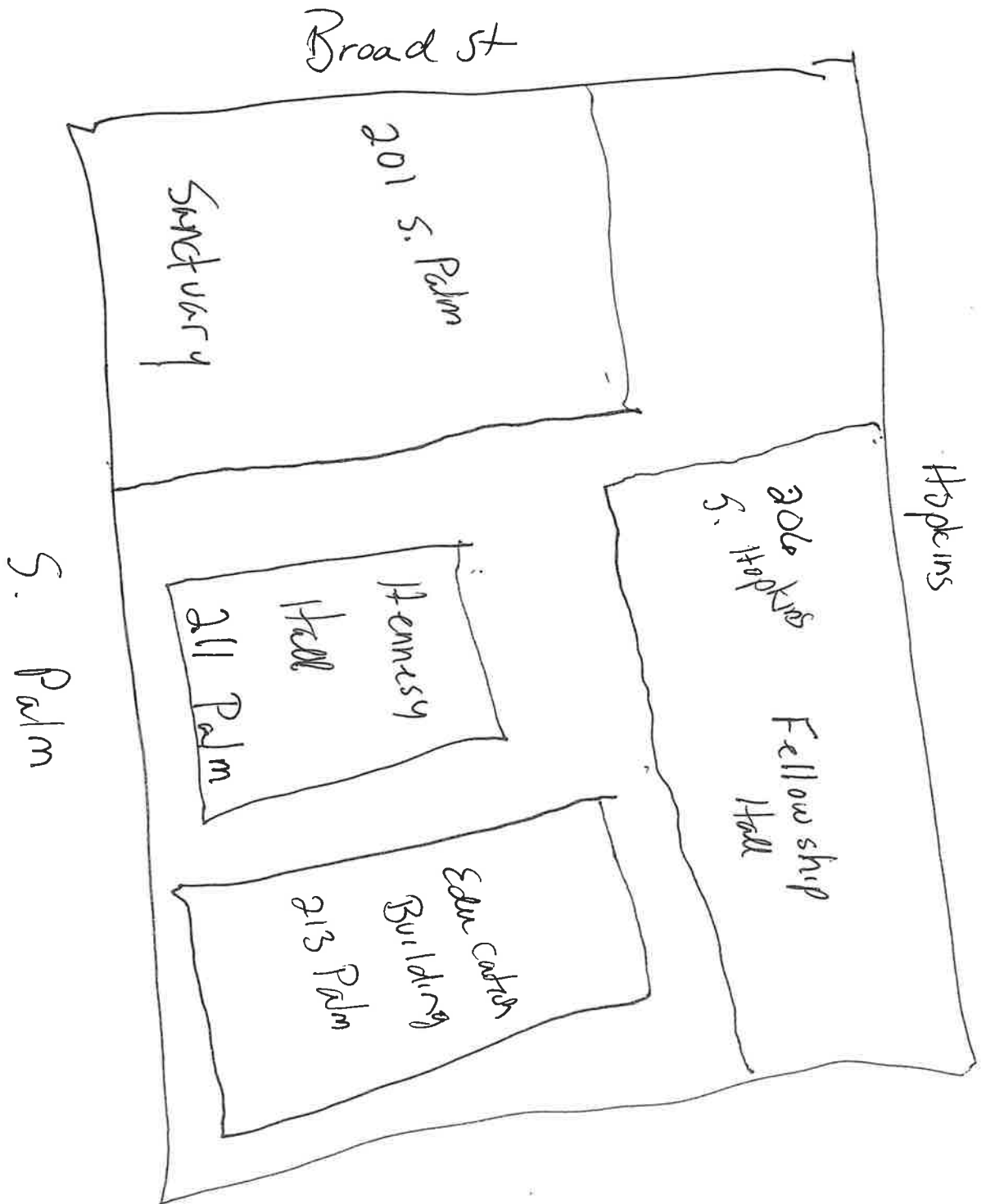
PROPERTY DATA CARD #5

Building Use: 7100 - CHURCH

Materials		Details	
Exterior Wall:	STUCCO	Year Built	1992
Frame:	MASNRYCONC	Story Height	14
Roof:	ASPH/ASB SHNGL	Floors	1
Roof Structure:	WOOD TRUSS	Residential Units	
		Commercial Units	1
Sub-Areas		Extra Features	
Base Area (1st)	2,696	No Data Found	
Open Porch	733		
Total Base Area	2,696		
Total Sub Area	3,429		



This map/plot is being furnished as an aid in locating the herein described Land in relation to adjoining streets, natural boundaries and other land, and is not a survey of the land depicted. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the Company does not insure dimensions, distances, location of easements, acreage or other matters shown thereon.





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

FIRST UNITED METHODIST CHURCH OF TITUSVILLE, INC.

Filing Information

Document Number	702589
FEI/EIN Number	59-1084415
Date Filed	06/22/1961
State	FL
Status	ACTIVE
Last Event	NAME CHANGE AMENDMENT
Event Date Filed	02/27/1992
Event Effective Date	NONE

Principal Address

FIRST UNITED METHODIST
206 S HOPKINS AV
TITUSVILLE, FL 32796

Changed: 02/11/2002

Mailing Address

FIRST UNITED METHODIST
206 S HOPKINS AV
TITUSVILLE, FL 32796

Changed: 02/11/2002

Registered Agent Name & Address

Kendrick, Mark
3375 Aurantia Rd.
Mims, FL 32754

Name Changed: 01/22/2024

Address Changed: 01/04/2021

Officer/Director Detail

Name & Address

Title Trustee

Hanson, Roselle Burton
7 Indian River Ave
Apt. 1101
Titusville, FL 32796

Title Finance Committee

Thompson, Laurilee
PO Box 307
Mims, FL 32754-0307

Title Finance Committee

Burgess, Eugene
1940 Jordan St.
Titusville, FL 32780

Title Chairman

Mustard, Michael
2707 Hillcrest Ave.
Titusville, FL 32796

Title Trustee, Chairman

Kendrick, Mark
2770 Fawn Lake Blvd
Mims, FL 32754

Title Staff-Parish Relations Committee

Mustard, Berneda Kay
2707 Hillcrest Ave.
Titusville, FL 32796-3700

Title Nurture Team Leader

Gilreath, Jan
5070 Winchester Dr.
Titusville, FL 32780-6773

Title Lay Delegate

Adair, Susan
525 Indian River Ave
#204
Titusville, FL 32796-3579

Title Lay Leader

WARRANTY DEED

THIS INDENTURE, made this 6th day of Dec., 1962
by W. N. DAVIS and MARGARET S. HENNESSEY, also known as MRS.
HARRY HENNESSEY, a widow, both as the sole surviving original Trustees
of the Titusville Methodist Church; and WILLIAM R. SCOTT, KENNETH
MARTIN, CARL THRELKELD, THOMAS SMITH, JAMES S. TRIMBLE,
WITHERS BIRDSONG, SIDNEY CARRAWAY, HOWARD WEBSTER and
WALTER CARPENTER, all as successor Trustees and Officers of the
Titusville Methodist Church, The Methodist Episcopal Church South at
Titusville, Florida, and The First Methodist Church of Titusville, Inc., a
Florida Corporation, parties of the first part,

To THE FIRST METHODIST CHURCH OF TITUSVILLE, INC., a
Florida Corporation, whose address is Broad and Palm Avenue, Titusville,
Brevard County, Florida, party of the second part,

WITNESSETH:

That the said parties of the first part, for and in consideration
of the sum of Ten Dollars, and other good and valuable considerations to
them in hand paid, the receipt whereof is hereby acknowledged, have
granted, bargained, sold and conveyed, and by these presents do grant,
bargain, sell, convey and confirm unto the said party of the second part,
its successors and assigns forever, all that certain parcel of land lying
in the County of Brevard, and State of Florida, more particularly described
as follows:

The West 1/2 of lot 1 and West 1/2 of lot 2, Block 5,
according to LeBaron's Plat of Titusville, per plat
recorded in Plat Book 1, page 8, public records of
Brevard County, Florida.

TOGETHER with all the tenements, hereditaments, and appurte-
nances with every privilege, right, title, interest and estate, dower and
right of dower, reversion, remainder and easement thereto belonging or
in anywise appertaining:

SUBJECT TO THE CONDITION OR PROVISION that said premises
shall be used, kept, maintained and disposed of as a place of divine



BREVARD COUNTY

THOMAS L. HENDERSON
ATTORNEY AT LAW
TITUSVILLE, FLORIDA

3177

worship for the use of the ministry and membership, and as a place of residence for the use and occupancy of the preachers of The First Methodist Church of Titusville, Inc.

And the said parties of the first part do covenant with he said party of the second part that they are lawfully seized of the said premises, that they are free from all encumbrances and that they have good right and lawful authority to sell the same; and the said parties of the first part do hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the said parties of the first part have hereunto set their hands and seals the day and year above written.

Signed, sealed and delivered in our presence:

AS TRUSTEES

<u>William E. Carlett</u>	<u>W. N. Davis</u> (SEAL)
<u>Gayle Lanier</u>	W. N. Davis
<u>William E. Carlett</u>	<u>Carl Threlkeld</u> (SEAL)
<u>Gayle Lanier</u>	Carl Threlkeld
<u>Mrs Wm. B. Scott</u>	<u>Thomas Smith</u> (SEAL)
<u>Gayle Lanier</u>	Thomas Smith
<u>Mary K. Moore</u>	<u>James S. Trimble</u> (SEAL)
<u>Gayle Lanier</u>	James S. Trimble
<u>Mrs Wm. B. Scott</u>	<u>Withers Birdsong</u> (SEAL)
<u>Gayle Lanier</u>	Withers Birdsong
<u>William E. Carlett</u>	<u>Sidney Caraway</u> (SEAL)
<u>Mary K. Moore</u>	Sidney Caraway
<u>Mrs Wm. B. Scott</u>	<u>Howard Webster</u> (SEAL)
<u>Gayle Lanier</u>	Howard Webster
<u>William E. Carlett</u>	<u>Walter Carpenter</u> (SEAL)
<u>Mary K. Moore</u>	Walter Carpenter
<u>Edward W. Moore</u>	<u>Margaret S. Hennessey</u> (SEAL)
<u>William E. Carlett</u>	Margaret S. Hennessey

THOMAS L. HENDERSON
ATTORNEY AT LAW
TITUSVILLE, FLORIDA

Wm. R. Scott

William L. Scott (SEAL)

Wm. R. Scott

Kenneth Martin (SEAL)

STATE OF FLORIDA
COUNTY OF BREVARD

Fee 546 PAGE 901

I HEREBY CERTIFY, that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared W. N. DAVIS, CARL THRELKELD, ~~HENNING SMITH, SYDNEY CARRAWAY, SIDNEY CARRAWAY, ~~WALTER CARPENTER~~~~ and WALTER CARPENTER, all as successor Trustees and Officers of the Titusville Methodist Church, The Methodist Episcopal Church South at Titusville, Florida and The First Methodist Church of Titusville, Inc., a Florida Corporation, to me known to be the persons described in and who executed the foregoing instrument and they acknowledged before me that they executed the same

WITNESS my hand and official seal in the County and State last aforesaid, this 6th day of December, 1962.



William L. Scott
Notary Public, State of Florida at Large

My commission expires: _____
STATE OF FLORIDA
COUNTY OF BREVARD

Notary Public, State of Florida
My Commission Expires _____
Bonded by _____

I HEREBY CERTIFY, that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared MARGARET S. HENNESSEY, also known as Mrs. Harry Hennessey, a widow, as one of the sole surviving Trustees of the Titusville Methodist Church, to me known to be the person described in and who executed the foregoing instrument and she acknowledged before me that she executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this 6th day of December, 1962.



William L. Scott
Notary Public, State of Florida at Large

My commission expires: _____
STATE OF FLORIDA
COUNTY OF BREVARD

Notary Public, State of Florida
My Commission Expires _____
Bonded by _____

THOMAS L. HENDERSON
ATTORNEY AT LAW
TITUSVILLE, FLORIDA

STATE OF FLORIDA
COUNTY OF BREVARD

I HEREBY CERTIFY, that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared THOMAS SMITH, JAMES S. TRIMBLE, WITHERS BIRDSONG, HOWARD WEBSTER, WILLIAM R. SCOTT and KENNETH MARTIN, all as successor Trustees and Officers of the Titusville Methodist Church, The Methodist Episcopal Church South at Titusville, Florida and The First Methodist Church of Titusville, Inc., a Florida Corporation, to me known to be the persons described in and who executed the foregoing instrument and they acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last this 6th day of December, 1962.

[Handwritten Signature]

Notary Public,
State of Florida at Large

My commission expires: Aug. 5, 1964



FILED AND INDEXED
BREVARD COUNTY, FLA.
VERIFIED
328474
1962 DEC 7 PM 4 05



[Handwritten Signature]
DEPUTY CLERK

STATE OF FLORIDA, BREVARD COUNTY
I HEREBY CERTIFY that the foregoing is a true copy of the original filed in this office and may contain redactions as required by law.
RACHEL M. SADOFF, Clerk of Court

Date 9/15/2025 By *[Handwritten Signature]*
Deputy Clerk



THOMAS L. HENDERSON
ATTORNEY AT LAW
TITUSVILLE, FLORIDA



PROPERTY INFORMATION REPORT

Order No.: 12667938
Customer Reference Number 28-25-0162

Addressee:
Fidelity National Title of Florida, Inc.
320 Indian River Ave.
Titusville, FL 32796
321-269-4454

Fidelity National Title Insurance Company has caused to be made a search of the Public Records of Brevard County, Florida, ("Public Records"), from 12/06/1962, through 08/28/2025 8:00 AM, as to the following described real property lying and being in the aforesaid County, to-wit:

The West 1/2 of Lot 1 and West 1/2 of Lot 2, Block 5, according to LeBaron's Plat of Titusville, per plat recorded in Plat Book 1, Page 8, Public Records of Brevard County, Florida

AND

East one-half (East 1/2) of Lot One (1) and the East one-half (East 1/2) of Lot Two (2), except the South Eighty-five (85) feet of Lot Two (2), Block Five (5), LeBaron's Plat of Titusville, recorded in Plat Book 1, Page 8 of the Public Records of Brevard County, Florida.

AND

South Eighty-five (85) feet of East Ninety-nine (99) feet of Lot Two (2), Block Five (5), LeBaron's Plat of Titusville, recorded in Plat Book 1, Page 8, of the Public Records of Brevard County, Florida.

As of the effective date of this Report, the apparent record Fee Simple title owner(s) to the above-described real property is/are:

The First Methodist Church of Titusville, Inc., a Florida corporation and, as disclosed in the Public Records, has been since December 7, 1962

First Methodist Church of Titusville, Inc., a Florida not for profit corporation and, as disclosed in the Public Records, has been since December 1, 1967

The following liens against the said real property recorded in the aforesaid Public Records have been found:

Chain of Title Information:

- A. Warranty Deed recorded in Official Records Book 546, Page 899
- B. Warranty Deed recorded in Official Records Book 991, Page 727

Mortgage Information:

- A. Mortgage, Assignment of Rents and Security Agreement recorded in Official Records Book 9821, Page 1255



[Search](#) > Account Summary

Real Estate Account #2200367

Owner:
FIRST METHODIST CHURCH OF
TITUSVILLE INC

Situs:
206 S HOPKINS AVE CHURCH
TITUSVILLE

[Parcel details](#)
[Form to Change Mailing Address](#)
[Property Appraiser](#)



[Get bills by email](#)

Amount Due

Your account is **paid in full**. There is nothing due at this time.
Your most recent payment was made on **11/14/2024** for **\$3,183.76**.

Account History

BILL	AMOUNT DUE			STATUS	ACTION
2024 Annual Bill ⓘ	\$0.00	Paid \$3,183.76	11/14/2024	Receipt #008-25-00015452	Print (PDF)
2023 Annual Bill ⓘ	\$0.00	Paid \$2,947.55	11/06/2023	Receipt #003-24-00001710	Print (PDF)
2022 Annual Bill ⓘ	\$0.00	Paid \$2,580.03	11/15/2022	Receipt #001-23-00009121	Print (PDF)
2021 Annual Bill ⓘ	\$0.00	Paid \$1,710.84	11/15/2021	Receipt #002-22-00013685	Print (PDF)
2020 Annual Bill ⓘ	\$0.00	Paid \$1,710.84	11/16/2020	Receipt #001-21-00026096	Print (PDF)
2019 Annual Bill ⓘ	\$0.00	Paid \$1,710.84	11/19/2019	Receipt #001-20-00031642	Print (PDF)
2018 Annual Bill ⓘ	\$0.00	Paid \$1,690.23	11/19/2018	Receipt #001-19-00032981	Print (PDF)
2017 Annual Bill ⓘ	\$0.00	Paid \$1,665.18	11/30/2017	Receipt #801-18-00001361	Print (PDF)
2016 Annual Bill ⓘ	\$0.00	Paid \$661.73	11/21/2016	Receipt #007-17-00036524	Print (PDF)
2015 Annual Bill ⓘ	\$0.00	Paid \$668.62	12/07/2015	Receipt #001-16-00037112	Print (PDF)
2014 Annual Bill ⓘ	\$0.00	Paid \$661.73	11/07/2014	Receipt #803-15-00000712	Print (PDF)
2013 Annual Bill ⓘ	\$0.00	Paid \$661.73	11/06/2013	Receipt #2014-9616829	Print (PDF)
2012 Annual Bill ⓘ	\$0.00	Paid \$668.62	12/12/2012	Receipt #2013-9573310	Print (PDF)
2011 Annual Bill ⓘ	\$0.00	Paid \$661.73	11/22/2011	Receipt #2012-9408834	Print (PDF)
2010 Annual Bill ⓘ	\$0.00	Paid \$661.73	11/09/2010	Receipt #2011-9256011	Print (PDF)
2009 Annual Bill ⓘ	\$0.00	Paid \$668.62	12/04/2009	Receipt #2010-9156619	Print (PDF)
2008 Annual Bill ⓘ	\$0.00	Paid \$661.73	11/13/2008	Receipt #2009-9014880	Print (PDF)
2007 Annual Bill ⓘ	\$0.00	Paid \$661.73	11/13/2007	Receipt #2008-9015544	Print (PDF)
2006 Annual Bill ⓘ	\$0.00	Paid \$393.24	11/30/2006	Receipt #2007-9072253	Print (PDF)
2005 Annual Bill ⓘ	\$0.00	Paid \$393.24	11/17/2005	Receipt #2006-9035973	Print (PDF)
Total Amount Due	\$0.00				

[E-Check Payments](#): E-Check payments are **FREE!** *May not be used to pay delinquent property taxes, E-Titles or toll violations

LEVYING AUTHORITY	RATE	AMOUNT
STORMWATER TITUSVILLE	Varies	\$1,626.17
SOLID WASTE DISPOSAL	Varies	\$1,690.25
Total Non-Ad Valorem Assessments		\$3,316.42

Parcel Details

Owner:	FIRST METHODIST CHURCH OF TITUSVILLE INC	Account	2200367	Assessed value:	\$1,510,420
		Alternate Key	2200367	School assessed value:	\$1,510,420
Owner Address:	206 S HOPKINS AVE TITUSVILLE, FL 32796-0000	Millage code	14A0 - Titusville		
		Millage rate	17.5341		
Situs:	206 S HOPKINS AVE CHURCH TITUSVILLE				

2024 TAX AMOUNTS		LEGAL DESCRIPTION	LOCATION
Ad valorem:	\$0.00	TITUSVILLE LOTS 1,2 BLK 5	Geo number: 22 3503-03-5-1
Non-ad valorem:	\$3,316.42		Property class:
Total Discountable:	\$3,316.42		Township: 22
Total tax:	\$3,316.42		Range: 35
			Section: 03
			Block: 5
			Lot: 1
			Value code: 00
			Use code: 7100
			Total acres: 1.19

EXEMPTIONS	
RELIGIOUS	\$1,510,420

Brevard County Tax Collector

E-Check Payments: E-Check payments are **FREE!** *May not be used to pay delinquent property taxes, E-Titles or toll violations



EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY)
11/06/2025

THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

PRODUCER NAME, CONTACT PERSON AND ADDRESS Aon Risk Services, Inc of Florida 4010 W. Boy Scout Boulevard Suite 200 Tampa FL 33607 USA		PHONE (A/C, NO, Ext): (866) 283-7122	COMPANY NAME AND ADDRESS Westchester Surplus Lines Ins Co 1133 Avenue of the Americas New York NY 10036 USA	NAIC NO: 10172
FAX - (A/C, No): 800-363-0105	E-MAIL ADDRESS:		IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH	
CODE:	SUB CODE:		POLICY TYPE	
AGENCY CUSTOMER ID #: 570000042141		LOAN NUMBER		POLICY NUMBER See Attached
NAMED INSURED AND ADDRESS 355682 First United Methodist Church 206 S. Hopkins Avenue Titusville FL 32796 USA		EFFECTIVE DATE 12/31/2024	EXPIRATION DATE 12/31/2025	CONTINUED UNTIL TERMINATED IF CHECKED <input type="checkbox"/>
ADDITIONAL NAMED INSURED(S)		THIS REPLACES PRIOR EVIDENCE DATED:		

PROPERTY INFORMATION (ACORD 101 may be attached if more space is required) BUILDING OR BUSINESS PERSONAL PROPERTY

LOCATION/DESCRIPTION
RE: 213 S. Palm Ave., 206 S. Hopkins Ave. Sanctuary, 206 S. Hopkins Ave. Fellowship Hall, 206 S. Hopkins Ave. Schools/Education/Day Care, 206 S. Hopkins Ave. Storage.

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION	PERILS INSURED	BASIC	BROAD	X	SPECIAL	
COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE:	\$35,000,000	Loss Limit	DED:	\$250,000		
<input checked="" type="checkbox"/> BUSINESS INCOME	<input type="checkbox"/> RENTAL VALUE	X			If YES, LIMIT: \$10,000,000	Actual Loss Sustained; # of months: 12
BLANKET COVERAGE		X			If YES, indicate value(s) reported on property identified above	Included
TERRORISM COVERAGE		X			Attach signed Disclosure Notice / DEC	
IS THERE A TERRORISM-SPECIFIC EXCLUSION?			X			
IS DOMESTIC TERRORISM EXCLUDED?			X			
LIMITED FUNGUS COVERAGE		X			If YES, LIMIT: \$250,000	DED: \$250,000
FUNGUS EXCLUSION (If "YES", specify organization's form used)			X			
REPLACEMENT COST		X				
AGREED AMOUNT		X			Expiration Date: 12/31/2025	
COINSURANCE			X		If YES, 0%	
EQUIPMENT BREAKDOWN (If Applicable)		X			If YES, LIMIT: \$25,000,000	DED: \$5,000
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg		X			If YES, LIMIT: \$10,000,000	DED: \$250,000
- Demolition Costs		X			If YES, LIMIT: \$10,000,000	DED: \$250,000
- Incr. Cost of Construction		X			If YES, LIMIT: \$10,000,000	DED: \$250,000
EARTH MOVEMENT (If Applicable)		X			If YES, LIMIT: \$50,000,000	DED: \$250,000
FLOOD (If Applicable)		X			If YES, LIMIT: \$50,000,000	DED: See Attached
WIND / HAIL INCL	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Subject to Different Provisions:				If YES, LIMIT: Included	DED: Included
NAMED STORM INCL	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Subject to Different Provisions:				If YES, LIMIT: Included	DED: See Attached
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS			X			

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

CONTRACT OF SALE MORTGAGEE	LENDER'S LOSS PAYABLE <input type="checkbox"/> LOSS PAYEE	LENDER SERVICING AGENT NAME AND ADDRESS
NAME AND ADDRESS First United Methodist Church of Titusville, Inc. 206 S. Hopkins Avenue Titusville FL 32796 USA		AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Inc. of Florida</i>

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Holder Identifier: 355682 Certificate No.: 570116581254



ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services, Inc of Florida		NAMED INSURED Florida Annual Conference of the	
POLICY NUMBER See Certificate Number: 570116581254			
CARRIER See Certificate Number: 570116581254	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 28 FORM TITLE: Evidence of Commercial Property Insurance

PROPERTY INFORMATION

REMARKS (Including Special Conditions)

Evidence of Insurance



ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services, Inc of Florida		NAMED INSURED 355682 First United Methodist Church	
POLICY NUMBER See Certificate Number: 570116581254			
CARRIER See Certificate Number: 570116581254	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 28 **FORM TITLE:** Evidence of Commercial Property Insurance

ADDITIONAL POLICIES : If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS	DEDUCTIBLE
Commercial Property Coverage	See Attached	12/31/2024	12/31/2025	Policy has blanket Loss		



ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services, Inc of Florida		NAMED INSURED 355682 First United Methodist Church	
POLICY NUMBER See Certificate Number: 570116581254			
CARRIER See Certificate Number: 570116581254	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 28 **FORM TITLE:** Evidence of Commercial Property Insurance

Companies Affording Coverages

Policy Term: 12/31/2024 - 12/31/2025
 Underwriting Company Policy Number

All-Risk Property

Westchester Surplus Lines Ins Company - D3737362A016
 Columbia Casualty Company -PSR 7035065944

Underwriters at Lloyd's (Velocity) - 2024-9007054-01
 Ironshore Specialty insurance Co.- 1000369589-06
 Nautilus Insurance Company- ZB314E24A000
 Landmark American Insurance Company- LHD948333
 Starr Surplus Lines Insurance Company- SLSTPTY12368124
 Underwriters at Lloyd's (QBE)- PTNAM2402221
 Underwriters at Lloyd's (INI)- PTNAM2414243
 Underwriters at Lloyd's (FDY)- PTNAM2414244
 Underwriters at Lloyd's (ARK)- PTNAM2414245
 Underwriters at Lloyd's (HCC)- PTNAM2414246

Equipment Breakdown
 The Hartford Steam Boiler Inspection and Insurance Company - FBP2206289
 Stand Alone Terrorism
 Lloyd's syndicates - P24POLING00162

Overall Limit: 15,000,000; Deductible: 10,000



ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services, Inc of Florida		NAMED INSURED 355682 First United Methodist Church	
POLICY NUMBER See Certificate Number: 570116581254			
CARRIER See Certificate Number: 570116581254	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 28 **FORM TITLE:** Evidence of Commercial Property Insurance

Deductibles

All loss or damage arising out of any one Occurrence shall be adjusted as one loss and from the amount of such adjusted loss shall be deducted the sum of \$250,000, except as follows:

1. As respects Locations in the entire state of Florida the following deductibles apply to losses caused by Named windstorm and will apply at each Location irrespective of any other deductible applying:

- a. an amount equal to applying five percent (5%) separately to each of the following units of insurance:
 - (1) Each building or structure sustaining loss or damage;
 - (2) Personal property within each building or structure if that personal property sustains loss or damage;
 - (3) Personal property in the open that sustains loss or damage;
 - (4) The Time Element values impacted by the direct loss or damage to said property that sustains loss or damage.

The per occurrence minimum deductible for all items above combined shall be \$250,000.

2. As respects Flood for locations wholly or partially within Special Flood Hazard Areas (SFHA), areas of 100-year flooding, as defined by the Federal Emergency Management Agency, all loss or damage arising out of any one occurrence caused by Flood shall be adjusted as one loss and from the amount of such adjusted loss shall be deducted the sum of:

- USD 500,000 Per Building, per occurrence for Real Property
- USD 500,000 Per Building, per occurrence for Personal Property
- USD 100,000 Time Element per occurrence

Estimate 2432 from Titan Construction and Consulting

1 message

Titan Construction and Consulting, LLC <quickbooks@notification.intuit.com>
Reply-To: billing@titanconstructionandconsulting.com
To: office@fumctitusville.com, tmosier@fumctitusville.com

Wed, Aug 6, 2025 at 10:59 AM

ESTIMATE 2432 DETAILS



Titan Construction and Consulting, LLC

\$44,040.00

Review and approve

Powered by QuickBooks

44,040
41,480

95,520 ÷ 2
= total 42,760

Dear First United Methodist Church,

Please review the estimate below. Feel free to contact us if you have any questions.

We look forward to working with you.

Thanks for your business!
Titan Construction and Consulting

Exterior Trim Package

\$10,560.00

213 Palm Ave

This Number is a budgeted part of the quote Titan Construction will allow a \$4,000 Budget for materials for recreating / making new trim with a Labor budget of 4 days for installation.

The reason being for this is the complexity of remaking the trim for both buildings.

Receipts of all materials bought will be kept and if the cost of materials is less than budgeted a refund will be given for the remaining budget money on the final payment of quote. If Labor days exceeds 5 and materials budget exceeds \$4,000 a change order will be commenced before final payment.

1 X \$10,560.00

Exterior Trim Package

\$4,200.00

201 Palm Ave

This Number is a budgeted part of the quote Titan Construction will allow a \$1,000 Budget for materials for recreating / making new trim with a Labor budget of 2 days for installation.

The reason being for this is the complexity of remaking the trim for both buildings.

Receipts of all materials bought will be kept and if the cost of materials is less than budgeted a refund will be given for the remaining budget money on the final payment of quote. If Labor days exceeds 2 and materials budget exceeds \$1,000 a change order will be commenced before final payment.

1 X \$4,200.00

Equipment Rental

\$3,294.00

Rent 1 60' boom lift for 1 month.

1 X \$3,294.00

Exclusions

\$0.00T

Fwd: Estimate 2432 from Titan Construction and Consulting

1 message

Tom Mosier <tmosier@fumctitusville.com>

Wed, Aug 6, 2025 at 6:57 AM

To: Mark Kendrick <mkendrick@st-tel.net>, Roselle Hanson <jrbhanson@gmail.com>, Bob Lanelle Netherton <lanelle.netherton@gmail.com>

----- Forwarded message -----

From: Titan Construction and Consulting, LLC <quickbooks@notification.intuit.com>

Date: Wed, Jul 30, 2025 at 4:29 PM

Subject: Estimate 2432 from Titan Construction and Consulting

To: <office@fumctitusville.com>, <tmosier@fumctitusville.com>

Good morning, Here's one of the estimate for the church and school for painting and rotting wood.

Tom

ESTIMATE 2432 DETAILS



Titan Construction and Consulting, LLC

\$41,480.00

Review and approve

Powered by QuickBooks

Dear First United Methodist Church,

Please review the estimate below. Feel free to contact us if you have any questions.

1 X \$25,986.00

Exterior Trim Package

\$12,200.00

This Number is a budgeted part of the quote Titan Construction will allow a \$4,000 Budget for materials for recreating / making new trim with a Labor budget of 5 days for installation.

The reason being for this is the complexity of remaking the trim for both buildings.

Receipts of all materials bought will be kept and if the cost of materials is less than budgeted a refund will be given for the remaining budget money on the final payment of quote. If Labor days exceeds 5 and materials budget exceeds \$4,000 a change order will be commenced before final payment.

1 X \$12,200.00

Equipment Rental

\$3,294.00

Rent 1 60' boom lift for 1 month.

1 X \$3,294.00

Exclusions

\$0.00T

Any work not outlined in above scope of work will be considered a change order.

1 - Year Workmanship warranty is included.

Manufacture warranties may apply.

1 X \$0.00

Payment Schedule

\$0.00

35% (\$14,528.00) - Upon accepting estimate.

45% (\$18,655.00) - Once trim is complete and priming has started.

20% (\$8,297.00) - Once all work is complete.

1 X \$0.00

ESTIMATE

Kingdom Construction and Consulting Inc
 4758 Longbow Dr
 Titusville, FL 32796-1403

kingdomconstructionrob@gmail.com
 m
 +1 (321) 446-6302



Total \$ 112,935

Bill to

Tom Mosier
 First United Methodist Church of Titusville
 206 South Hopkins Ave
 Titusville, FL 32796 US

Ship to

Tom Mosier
 First United Methodist Church of Titusville
 206 South Hopkins Ave
 Titusville, FL 32796 US

Estimate details

Estimate no.: 1013
 Estimate date: 07/18/2025
 Expiration date: 08/18/2025

28,487.50

#	Product or service	Description	Qty	Rate	Amount
1.		First United Methodist Church of Titusville - 213 Palm Ave Titusville FL 32780 School Bldg. Renovations. This project will require boom rental.			
2.	Demo	School Fascia Demo- 2 inch trim that covers seam of bottom 5" trim to the 1x12 trim approx. 300 linear ft. Also Demo bottom 5" pc of trim which is approx. 300 linear ft . If once we remove a pc of the bottom 5" trim and we find its not concrete, opened hole or it has to have trim piece to look appropriate, at that point we stop and re-asses with Tom Mosier as the project price will change.	600	\$1.75	\$1,050.00
3.	Exterior Soft Washing	Soft wash all exterior walls and fascia board . Total square footage 6350 . Soft wash will be done with chlorine and soap (NO PRESSURE).	6350	\$0.50	\$3,175.00
4.	Exterior Painting	School Fascia Paint- Once soft wash is complete we will scrap and sand all peeling areas. Also nail any wood needed re nailing to secure properly. We will caulk all areas needed and paint approx. 600 sqft of Fascia board with 2 coats of (Sherwin Williams Exterior Super Paint) Semi Gloss finish Color SW6068 Brevity Brown which what is on file for church at Sherwin	600	\$4.50	\$2,700.00

ESTIMATE

Kingdom Construction and Consulting Inc
 4758 Longbow Dr
 Titusville, FL 32796-1403

kingdomconstructionrob@gmail.com
 m
 +1 (321) 446-6302



Bill to

Tom Mosier
 First United Methodist Church of Titusville
 206 South Hopkins Ave
 Titusville, FL 32796 US

Ship to

Tom Mosier
 First United Methodist Church of Titusville
 206 South Hopkins Ave
 Titusville, FL 32796 US

Estimate details

Estimate no.: 1012
 Estimate date: 07/18/2025
 Expiration date: 08/18/2025

27,065

#	Product or service	Description	Qty	Rate	Amount
1.		→ First United Methodist Church of Titusville - 201 Palm Ave Titusville , FL 32780 Sanctuary Bldg. Renovation. This project will require boom lift rental.			
2.	Exterior Soft Washing	Soft wash all exterior walls and fascia board . Total square footage 6,280. Soft wash will be done with chlorine and soap (NO PRESSURE)	6280	\$0.50	\$3,140.00
3.	Exterior Painting	Sanctuary Fascia Paint- Prep And Paint all Fascia trim approx. 500 sqft. We will scrap and sand all peeling areas. We will also paint all Fascia with 2 coats of (Sherwin Williams Exterior Super Paint) Semi Gloss finish Color SW6068 Brevity Brown which what is on file for church at Sherwin Williams. Estimate includes all labor, materials and boom lift . ALL PAINT WILL INCLUDE 2 COATS OF SHERWIN WILLIAMS THIS IS OUR STANDARD.	500	\$4.50	\$2,250.00
4.	Exterior Painting	Sanctuary exterior walls- Prep and Paint all exterior walls of sanctuary. All cracks to be filled with Elastomeric Caulk. We will also paint all walls with 2 coats of (Sherwin Williams Exterior Super Paint) Satin finish color is paint to match which is on file with Sherwin Williams. Estimate includes all labor. materials and boom lift . Total square	5780	\$3.75	\$21,675.00

ESTIMATE

Kingdom Construction and Consulting Inc
 4758 Longbow Dr
 Titusville, FL 32796-1403

kingdomconstructionrob@gmail.com
 +1 (321) 446-6302



Bill to
 Tom Mosier
 First United Methodist Church of Titusville
 206 South Hopkins Ave
 Titusville, FL 32796 US

Ship to
 Tom Mosier
 First United Methodist Church of Titusville
 206 South Hopkins Ave
 Titusville, FL 32796 US

Estimate details

Estimate no.: 1013
 Estimate date: 07/18/2025
 Expiration date: 08/18/2025

57,382.50

#	Product or service	Description	Qty	Rate	Amount
1.		→ First United Methodist Church of Titusville - 213 Palm Ave Titusville FL 32780 School Bldg. Renovations. This project will require boom rental.			
2.	Demo	School Fascia Demo- 2 inch trim that covers seam of bottom 5" trim to the 1x12 trim approx. 300 linear ft. Also Demo bottom 5" pc of trim which is approx. 300 linear ft . If once we remove a pc of the bottom 5" trim and we find its not concrete, opened hole or it has to have trim piece to look appropriate, at that point we stop and re-asses with Tom Mosier as the project price will change.	600	\$1.75	\$1,050.00
3.	Exterior Soft Washing	Soft wash all exterior walls and fascia board . Total square footage 6350 . Soft wash will be done with chlorine and soap (NO PRESSURE).	6350	\$0.50	\$3,175.00
4.	Exterior Painting	School Fascia Paint- Once soft wash is complete we will scrap and sand all peeling areas. Also nail any wood needed re nailing to secure properly. We will caulk all areas needed and paint approx. 600 sqft of Fascia board with 2 coats of (Sherwin Williams Exterior Super Paint) Semi Gloss finish Color SW6068 Brevity Brown which what is on file for church at Sherwin	600	\$4.50	\$2,700.00

↓ arrows on rotten picture = fascia to be replaced & painted







Fascia



Fascia











↳ Fascia



paint & fascia









199-C4

Smoky Beige
SW 9087

199-C3

Cool Beige
SW 9086

Main
Church

199-C2

Touch of Sand
SW 9085

199

199-C1

Samples approximate the actual paint color.
Las muestras aproximan el color real de la pintura.

SW 9091
Half-Caff

Handwritten: Faux

199-C7

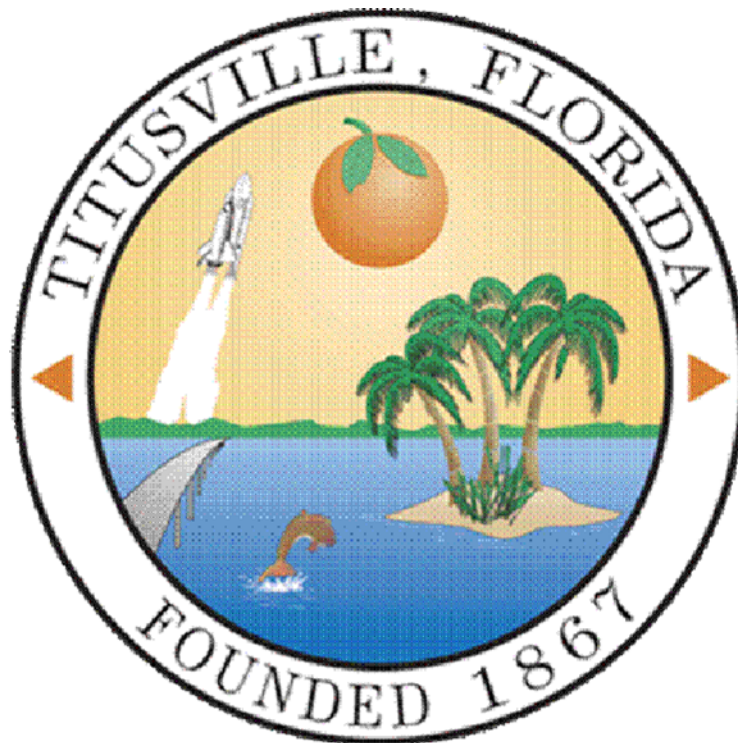
SW 9090
Caraiibe

199-C6

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↙

City of Titusville Community Redevelopment Agency

Downtown Commercial beautification Program Policies and Procedures



2024

Section 1

Program Purpose and Benefits

The City of Titusville’s Community Redevelopment Agency’s Downtown Commercial Beautification Program allows for the use of Community Redevelopment Agency (CRA) grant funds for general improvements to the exterior of those structures serving a commercial purpose located within the boundaries of the City’s Downtown Titusville Community Redevelopment Area. Public and non-profit properties serving a commercial purpose for the benefit of the Downtown are allowed to apply for grant funds. A commercial purpose shall include those properties that provide tourist, office, business or professional services, or otherwise promote/assist the economic growth of the Downtown Redevelopment Area.

The intent of the Downtown Commercial Beautification Program is to increase commercial occupancy rates and property values within the CRA while revitalizing the overall appearance of the Downtown. To accomplish this objective, the Program assists eligible property owners and tenants to restore or renovate the exteriors of their structures, thereby improving the area’s physical characteristics and enhancing the visual quality and attractiveness of the environment, which will lead to increased investment, occupancy and property values.

Eligible applicants can receive grant funding up to \$50,000. All exterior improvements must be consistent with the City of Titusville’s Community Redevelopment Plan, Downtown Master Plan, Urban Design Manual, and the Land Development Regulations set forth in the City of Titusville’s Code of Ordinances.

CRA staff will review applications for completeness and determine if funding is to be recommended. The CRA Executive Director or designee may approve grant applications of \$10,000 or less; applications in excess of \$10,000 will be forwarded to the Community Redevelopment Agency for review for funding approval. Grant funds will be distributed only upon completion of improvements; and submittal of all receipts, invoices and required documentation to CRA staff; and the occupancy of the building/property at the following milestones: 75% of the grant award at completion of the improvements, and 25% of the grant award at the first year of occupancy from the completion of the improvements. Applicants must be willing to maintain the renovations and improvements for at least five years. The Grantee shall not be liable to the CRA for repayment of the grant funds provided the Grantee complies with all conditions set forth in the Grant Agreement. The City will however record the grant agreement as a lien against the property. Should the Grantee transfer, sell, divest themselves of their interest in the subject property, or fail to maintain the renovations and improvements during the five-year period following receipt of the grant funds, the CRA shall be entitled to reimbursement of the grant funds within thirty (30) days of such action, as follows:

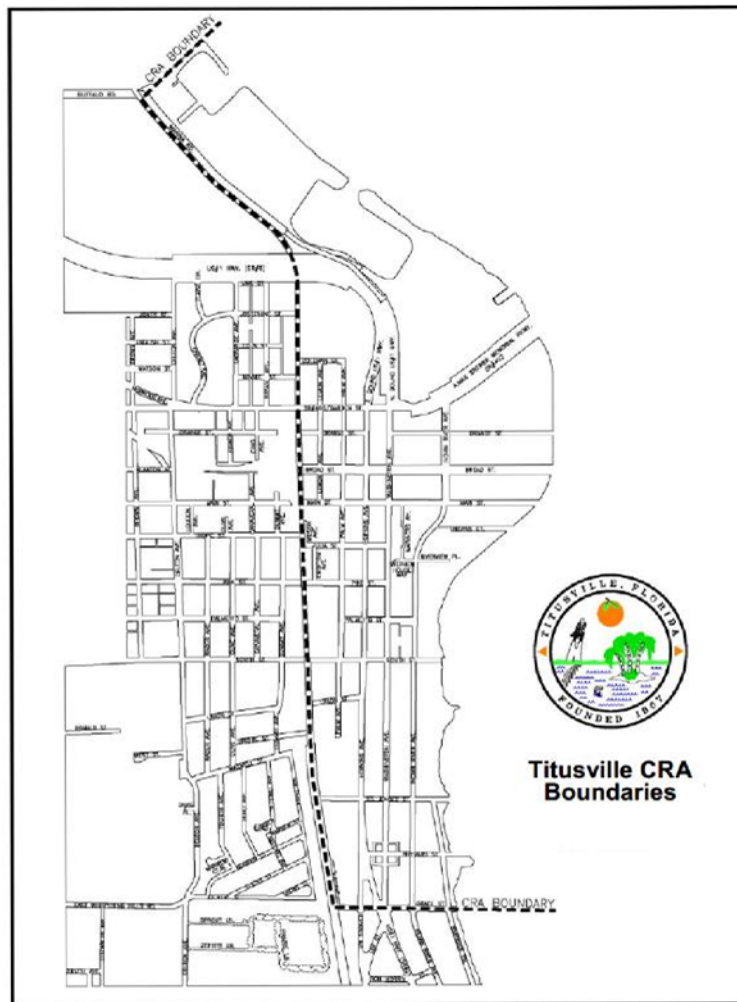
<u>Elapsed Time</u>	<u>Amount Due CRA</u>
0 to one year after grant funds received	100%
One year after grant funds received	80%
Two years after grant funds received	60%
Three years after grant funds received	40%
Four years after grant funds received	20%
Five years after grant funds received	0%

Grant funding is awarded on a first-come, first-served basis, subject to approval. Based on the amount of funding requested, applications must be approved by the appropriate entity (CRA, CRA Executive Director or designee) **before** work can begin on the improvements. Grants will not be awarded for work previously completed or that is in the process of being completed.

Section 2

Community Redevelopment Area Boundaries

The Downtown Titusville Community Redevelopment Area boundaries can be described as follows: Grace Street to the South, Buffalo Road to the North, the Indian River Lagoon to the East and the FEC Railroad tracks to the West. See the following map.



Section 3

Eligible Expenses

1. Exterior improvements, such as storefront, display windows, painting (in conjunction with other improvements), and exterior architectural or security lighting.
2. Removal of elements that cover original architectural design and details.
3. Signage.
4. Addition and/or replacement of awnings/doors/windows.
5. Overall replacement of architectural elements that have structural deficiencies.
6. Painting, as part of a more comprehensive improvement project.
7. New stucco and stucco bands.
8. Electrical work directly related to the exterior of the building or the installation of approved signage.
9. Professional design and engineering services related to structural façade renovations and signage.
10. Landscaping and irrigation (Subject to approval of a Landscape Plan).
11. Demolition required to facilitate approved façade improvements.
12. Vinyl soffit and fascia, as part of more extensive project improvements.
13. Roof repair and improvements.
14. Improvements that enhance access, such as handicapped ramps and sidewalks.
15. Decorative fencing.
16. Improvements to parking facilities which will include landscaping requirements.
17. Stormwater enhancements requiring a permit.

Section 4

Ineligible Expenses

1. Physical or visual removal of architecturally important features.
2. Installation of aluminum or vinyl siding.

3. Painting, when not associated with other improvements.
4. Permitting fees.
5. Any service performed by a non-licensed contractor.
6. Improvements constructed prior to execution of final agreement with the CRA.
7. Routine maintenance activities that are part of normal property ownership.
8. Repairs performed to correct Code violations.
9. Improvements to a property that has any judgment liens, is not current on all mortgage and tax obligations, and has any Code violations.
10. Statues and fountains.
11. New construction.
12. Improvements to properties that are exclusively residential.
13. Improvements to properties that have non-conforming uses.
14. Interior renovations.

Section 5

Program Criteria

1. The structure to be improved must be within the boundaries of the Downtown Titusville Community Redevelopment Area (Grace Street to the South, the Buffalo Road to the North, the Indian River Lagoon to the East and the FEC Railroad tracks to the West).
2. Applicants must demonstrate that all necessary financing required to complete the project has been secured. Matching funds will be required for exterior improvements only.
3. Applicants must have received the requisite CRA, CRA Executive Director or designee approval prior to commencement of improvements.
4. All necessary permits and approvals must be obtained from the City of Titusville before work is commenced. All work is to be performed to the satisfaction of the City of Titusville Building Department officials, and all site and landscaping work is to be performed to the satisfaction of the applicable City Administrator or designee pursuant to the Land Development Regulations.
5. A licensed contractor must perform the work; proof of licensure and insurance is required. No building owner, lessor, lessee, tenant occupant, employee, or immediate relative of the same, either personally or in a corporate capacity, shall

- be paid or compensated in any manner to serve as a contractor, subcontractor, laborer or material man in connection with any rehabilitative work or labor to said building/property pursuant to the program.
6. Applicants must agree to maintain the improvements for at least five years. The Community Redevelopment Agency, CRA Executive Director or designee, as applicable, must approve any changes proposed to the improvements that are \$10,000 and less in value. Proposed changes greater than \$10,000 in value must be approved by the Titusville CRA.
 7. The property must be free from any judgment liens, and all mortgage and tax obligations must be current. The applicant will be required to provide a current Title Search showing that the property is free from any judgement liens, and all mortgage and tax obligations are current. Lending institutions may be requested to provide updated information upon request by the Community Redevelopment Agency.
 8. There may be no more than one approval for project funding every two years. A "project" is defined as a single or set of enhancement/renovation activities for an eligible property.
 9. The total amount of grant funds available for any one property under this Program is \$50,000. Any subsequent applications for the same property in future years will be treated cumulatively for purposes of determining funding eligibility.

Section 6

Evaluation Criteria

Grant funds are limited and will be awarded on a first-come, first-served basis. Because one of the primary objectives of the Downtown Commercial Beautification Program is to eliminate blighted conditions and improve the visual impact of the redevelopment area, applications will be evaluated using the following criteria:

1. Consistency with the goals, principles and objectives of the City of Titusville Community Redevelopment Plan, the Downtown Master Plan and the Urban Design Manual.
2. Adjacency of the project to a recent or proposed redevelopment project, as projects adjacent to one another or near one another provide more of a visual impact than projects not located near one another.
3. The amount of funds that the applicant pledged to match leveraged against CRA funds.
4. The extent to which the project encourages a secure and convenient environment for patrons and employees.
5. Receipt of previous façade improvement grant awards (first-time applicants will have priority over repeat applicants).

Section 7

Application Procedures

A property owner or tenant that is interested in participating in the Downtown Commercial Beautification Program must submit a completed and signed application, along with supporting documentation, to:

The City of Titusville Community Redevelopment Agency
555 South Washington Avenue
P.O. Box 2806
Titusville, FL 32781-2806

In addition to other supporting documents, applicants are required to submit quotes from two licensed contractors with the application.

CRA staff will review applications for completeness and for compliance with Program criteria. Applications that are incomplete may be returned for additional information. Projects that do not comply with Program criteria will not be considered for funding.

Awards of funding will be based on the lowest qualified bid. The applicant may elect to choose a contractor other than the one with the lowest qualified bid but shall be responsible for all costs exceeding the lowest qualified bid. Under all circumstances, the contractor performing the work must be licensed, insured and have worker's compensation insurance.

It is recommended that applicants retain the services of a registered architect, or similarly qualified design professional to prepare plans, drawings, renderings and construction specifications for their projects. Fees for services provided by a registered architect or similarly qualified design professional may be counted towards the applicant's Program match.

The CRA will not be responsible in any manner for the selection of a contractor. An applicant should pursue all activities necessary to determine contractor qualifications, quality of workmanship, and reputation. The applicant will bear full responsibility for reviewing the competence and abilities of prospective contractors and secure proof of licensing and insurance coverage.

Downtown Commercial Beautification Program grant applications can be obtained from the City of Titusville Community Redevelopment Agency, Second Floor, City Hall, 555 South Washington Avenue, or from the City's website at www.titusville.com

Pre-Application Meeting

If desired, CRA staff will review the applicant's conceptual plans in an informal setting, including discussion of the eligibility criteria, Program requirements, proposed project scheduling, and consistency of the proposal with the intent of the Program. At this stage, staff can offer assistance with the completion of the application form and provide limited technical and architectural guidance on the project proposal. At the conclusion of the pre-application meeting, staff will provide the applicant with a general determination as to whether the proposed project is likely to qualify to receive Program

funds and whether the applicant is sufficiently prepared to move on to the application stage.

Required Submissions

Items required for submission include:

1. A completed and signed application form.
2. At least four (4) inch X six (6) inch or larger color photographs of the existing building exterior, showing all sides of the building, with emphasis on the area to be improved.
3. Renderings or conceptual drawings of the project.
4. Two bids from licensed contractors detailing the following:
 - a. Description of the materials to be used and the construction procedure.
 - b. Itemized cost estimate of the project.
5. A legal description of the property.
6. Proof of property ownership and, if a tenant, a copy of the lease.
7. Tenants must provide written documentation verifying the property owner authorizes the submittal of the application and approves the proposed enhancements. In all cases the property owner shall be a co-signer to the grant funding agreement.
8. A Title Search provided by the applicant showing that the property is free from any judgement liens, and all mortgage and tax obligations are current and that the lending institutions will provide updated information upon request by the Community Redevelopment Agency, CRA Executive Director or designee.
9. Proof of sufficient property insurance.

Application Approval

The CRA Executive Director or designee will approve or deny grant applications of \$10,000 or less. Projects in excess of \$10,000 will be forwarded to the Community Redevelopment Agency with a recommendation from CRA staff for funding approval or denial. All applicants will receive written notification regarding approval or denial of their application. If an applicant's proposal is approved by the CRA Executive Director/designee or the CRA, as applicable, the applicant will receive written notification of the approval, which will include a funding agreement listing the amount of grant funds that are approved.

Documentation of Applicant's Funding Source

The applicant will be required to document the type and source of the project funds on the application submitted to the CRA. Verification of the funding sources will be required before final approval of the grant application.

Construction Start

After the funding agreement has been executed, the applicant may award the construction contract and secure all necessary construction permits. The owner/tenant must issue a "Notice to Proceed" to the contractor and apply for a building permit within 60 days of executing the funding agreement. Construction must begin within 90 days of the funding agreement and be completed within 12 months of the agreement. Extensions may be granted at the discretion of the CRA Executive Director or designee, contingent upon the applicant's demonstrating just cause for such an extension.

Modifications to the approved final plans or changes to the construction documents, which produce visible differences in the approved façade design, will require review and approval by the CRA and/or CRA staff. Failure to receive such approval shall invalidate the funding agreement, and the agreement will be deemed terminated. In the event the agreement is terminated, and if any grant funds have been disbursed to the applicant by the CRA as provided below, the disbursed funds shall become immediately due and payable to the CRA.

Disbursements

Approved projects will receive reimbursement funding in stages upon completion of the project; submission of all required receipts, invoices and documentation; and the occupancy of the building at the following milestones: 75% of the grant award at completion of the improvements, and 25% of the grant award at the first year of occupancy from the completion of the improvements. However, grant funds cannot be used to reimburse the applicant for any work done on the building/property prior to the date of a fully executed Grant Agreement between the applicant and the Community Redevelopment Agency.

Funds will be disbursed by a check payable to the applicant (1) upon certification of completion by a City Building official, or as agreed to with the CRA Executive Director; (2) CRA staff verification that the work was completed as proposed in a satisfactory and professional manner; and (3) submission of all receipts and required documentation, including contractor invoicing, and evidence of payment of funds for reimbursement and match, to CRA staff; and inspection by staff to confirm occupancy of the development. Funds will not be disbursed on projects that are not in accordance with the approved plans.

The City's Community Development Department will make the final determination as to whether the project is complete. Applicants must provide verification, satisfactory to the CRA, of all project costs, including contractor invoicing, and evidence of payment of funds for reimbursement and match, before grant funds can be disbursed.

Application Process Summary

1. Applicant submits a complete application to the CRA office.

2. CRA staff reviews application for completeness, accuracy and eligibility.
3. CRA staff presents recommendation to the CRA Executive Director and/or CRA, as appropriate.
4. Upon approval, the applicant will be notified in writing of the amount of the grant awarded and the documentation that must be provided to staff before funds are released.

Section 8

Disclosures

The Community Redevelopment Agency expressly reserves the right to reject any or all applications or to request additional information from any or all applicants. The CRA retains the right to amend the program guidelines and application procedures without notice. The CRA also retains the right to display and advertise properties that receive grant funding.

Section 9

Contact Information

Questions related to the application or viability of a proposed project should be directed to CRA staff at (321) 567-3860 or sue.williams@titusville.com

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 December 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:

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

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 December 2025
2. 11.03.25 Minutes Draft

EXECUTIVE DIRECTOR'S REPORT

TO: Honorable Chairman and CRA Members

FROM: Tom Abbate, Interim Executive Director

DATE: **December 9, 2025**

Staff is working on the following items.

1. Broad Street Streetscape – CRA staff is working with Contractor and Public Works to obtain the design scope of work and fee development to be able to research funding. This item will come back to the CRA in January 2026 to review the proposed design scope of work.
2. Working with Economic Development and Terracon to order Environmental Assessments on 4 vacant properties downtown that are listed as opportunity sites in the CRA Plan. This was completed in October 2025.
3. Working with Contractor, Purchasing and Public Works for handprint monuments and lighting at Space View Park (monument handprints, lighting, irrigation were approved). The handprints and bases have been removed and being worked on by contractor. Solar lights are in production.
4. Planning a Community Meeting on January 12, 2026 at St. Gabriels titled "Are We Ready for Mainstreet?" Florida Main Street Director will be guest speaker. Postcards will go out to CRA property owners and advertised.
5. CRA staff secured vendor for Trail Town Amenities Master Strategic Plan scope of work and not to exceed \$40,000. Staff has received contract from Kimley Horn. Proposed scope of work is on this agenda.
6. Attended Florida Design Out Crime Associated Fall Conference.
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 – new proposal received from FDOT, approved, and work is in progress.
9. Collaborating with the Economic Development Department and East Central Florida Regional Planning Council (ECFRPC) on SWOT Analysis. This was presented at the October 28 City Council meeting.
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 December 2025.
11. New Downtown Directory map in design. This item is complete.
12. Submitted Department of Economic Opportunity Annual Report and paid fees for 2025-2026 for CRA.
13. Reviewing Proposed Projects
14. Reviewing Special Events in Downtown Verbal Report will be provided by staff with an update on the visitors to the Welcome Center.
15. Approving Business Tax Receipts for CRA District.
16. Working on 2 additional proposed beautification grants in the CRA District.

17. Completed FY 2026 Goals, Objectives and Performance Measures per Florida Statute 189.0694 and are now posted on our CRA website.
18. EV Charging Stations at Welcome Center – working with Sustainability Staff and Purchasing Department.
19. Security Cameras at Welcome Center – working with TPD, Code Enforcement and IT. All cameras have been installed and are operational.
20. Recruiting new businesses downtown.
21. Business Retention Visits.
22. Trash Concerns
23. Miracle City Market Special Event monthly in Downtown resumed in October 2025.
24. Working with Code Enforcement – positive activity generators and CPTED
25. **Events in the Downtown – Staff will provide a verbal report regarding events downtown and visitors to the Welcome Center.**

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 pervious 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 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 Streetscape – 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. Currently this is in design.

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

9. Security cameras in Welcome Center – currently being installed.

Ongoing Projects

Historic Preservation Board

There was a Historic Preservation Board (HPB) meeting on November 3 2025.

The HPB is working on a new program to recognize Mid Century Modern Structures. The Board also discussed the Historic Preservation Ordinance and possible changes regarding demolitions.

November draft minutes are attached.

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 November 3, 2025 at 1:00 p.m.

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

XXX

Member Shifalo motioned to approve the regular minutes from the October 6, 2025 meeting as presented. Member Foster seconded. There was a unanimous voice vote in favor.

XXX

Chairman Kiesel asked that item 7B be heard first since Historic Preservation Officer Pay Tyjeski is attending the meeting to speak on this item.

XXX

Old Business

Historic Preservation Ordinance

Chairman Kiesel spoke briefly regarding the reason why the Historic Preservation Board decided to bring this up for discussion. Chairman Kiesel said that he would like a policy or procedure in place to ensure that all historic structures are documented before any demolition takes place.

Community Development Director Brad Parrish asked if the Historic Preservation Board members desire to have it as a requirement that all historic structures be documented before demolition.

Member Jonas said that five houses on Indian River Avenue were demolished without being documented and they were just as historically significant as the Pritchard House.

Member Foster suggested that the demolition permit is not issued until the structure is documented properly and proof of the documented structure be provided to city.

Redevelopment Planner Sue Williams stated that the Historic Preservation Board members are provided notification via email about historic structures that obtain a demolition permit and the owners are asked to document their structures and provide to the City of Titusville, however this is not mandatory, and therefore is not typically fulfilled as requested.

Member Foster stated that this is why it should be mandatory.

Historic Preservation Officer Pat Tyjeski spoke to the Historic Preservation Board members about the definition of a historic structure.

Ms. Tyjeski suggested a list of potential protection layers.

1. Force property owners to designate their property
2. Property fifty (50) years old or older are flagged
3. Properties fifty (50) years old or older are documented on the Master Ste File
4. Create districts where properties are contributing and non-contributing
5. Designate the individual building on local registry which is the most protection
6. National Register does not protect properties from being demolished

The Historic Preservation Board members had discussion with Ms. Tyjeski.

Chairman Kiesel asked the Historic Preservation Board members if they would still like for him to speak to City Council about more stringent protection or required documentation before demolition.

Member Foster would like for Chairman Kiesel to ask City Council to support a mandatory requirement for historic structures to be documented before demolition permit is issued.

Chairman Kiesel asked if the report should be done by the Historic Preservation Officer? Member Foster said it should be the owner's responsibility. Member Foster said that she would also like the owner to allow things to be salvaged if possible.

Ms. Tyjeski said that one requirement she has seen from other municipalities is that there must be plans for the property after demolition as to not leave a vacant lot.

Chairman Kiesel said that the first step is speaking to City Council about requiring the structures to be properly documented.

Ms. Tyjeski asked if the Historic Preservation Board would like her to create a table showing what other municipalities are looking for when a demolition permit is pulled for a historic structure.

Ms. Tyjeski said that any policies that the Historic Preservation Board wants to enforce should be spelled out in the city's code.

The Historic Preservation Board Members all agreed to have Chairman Kiesel speak to the City Council on their behalf.

XXX

Petitions & Request

Zach Bowden of Mims, Florida came to speak about his historic tour business in Titusville and how he gives tours on the history of Titusville. Mr. Bowden said he is promoting growth and interest in Titusville's Downtown.

Malinda Villain of Titusville, Florida came to speak to the Historic Preservation Board about the Indian River City (IRC) community in hopes of getting the same interest and focus as the Joynerville area did from the Historic Preservation Board.

Member Foster asked Ms. Villain if she thought the community would be interested in becoming a District. Ms. Villain said she would speak to the neighbors.

XXX

Old Business

Mid-Century Modern Structures

Member Shifalo went over briefly the items that were provided in the agenda packet.

The Historic Preservation Board members had discussion regarding some of the properties on the list that Member Shifalo provided in the agenda packet.

Chairman Kiesel suggested getting one residential and one commercial structure to use as the recognition without designation properties at the annual Historic Preservation Board workshop in May 2026. Chairman Kiesel said that the mid-century modern could be the focus of next year's workshop theme.

Member Shifalo said she may have a contact person from Cocoa who is knowledgeable of mid-century modern structures and she will be reaching out to them.

Chairman Kiesel volunteered to thoroughly go over the list of properties that Member Shifalo provided and come back to the next meeting with more detailed information regarding the properties. Chairman Kiesel said that if the members have additional properties that they have researched in depth to bring that information to the next meeting.

The Historic Preservation Board Members requested to have a round table workshop to discuss the properties together.

XXX

New Business

Florida East Coast (FEC) Railroad

Community Development Director Brad Parrish gave a brief overview of this item.

Member Shifalo said that she does not feel the Historic Preservation Board should waste their time on this property since the FEC has not shown any cooperation with the City of Titusville over the years when the city has reached out to the railroad regarding the structure and the property. Member Shifalo said there are far more important properties to save than the FEC Railroad station.

Member Foster said that the FEC railroad is historically significant to Titusville and the Historic Preservation Board should bring awareness to it through their support to save it.

The Historic Preservation Board members had discussion as to the railroad station's significance and the hope that bringing awareness to save it would prompt the FEC Railroad to speak to the City of Titusville about it again in the future.

The Historic Preservation Board members except for Member Shifalo agreed to support having this on the Florida Trust's 11 to Save Program.

XXX

Election of Officers

The Historic Preservation Board held their election of officers.

Member Foster nominated Allen Kiesel to remain the Chairman. Member Shifalo seconded. Allen Kiesel accepted the nomination. There was a unanimous voice vote in favor.

Member Foster nominated Debbie Petyk to remain the Vice Chairman. Member Shifalo seconded. Debbie Petyk accepted the nomination. There was a unanimous voice vote in favor.

Member Foster nominated Joseph Adams to remain the Secretary. Member Shifalo seconded. Joseph Adams accepted the nomination. There was a unanimous voice vote in favor.

XXX

Reports

Community Development Director Brad Parrish informed the Historic Preservation Board that staff just found out that the city is not eligible for the small matching grant for the interpretive signage that was applied for. Mr. Parrish said staff will be reaching out to find out exactly why it was determined as not eligible and will provide more details back to the Board once received.

XXX

Adjournment 2:33pm