

Category: 8.
Item: A.

City of Titusville
"Gateway to Nature and Space"

REPORT TO COUNCIL

To: Community Redevelopment Agency Members
From: William S. Larese, Executive Director
Subject: **CRA Budget Amendment -Transfer \$48,870 from Project CR1704, Concrete Streets to Project CR 2101, Utility Infrastructure**
Department/Office: Community Development

Recommended Action:

Recommend City Council approve the Budget Amendment in the amount of \$48,870 to fund utility infrastructure improvements in the CRA.

Summary Explanation & Background:

During the FY 2022 CRA Budget discussion on April 13, 2021, the CRA directed staff to transfer the \$48,870 of existing funds in the CR1704, Concrete Streets project to CR2101, Utility Infrastructure to fund needed repairs and improvements to utility infrastructure in the CRA District. Utility infrastructure improvements will help to protect the Indian River Lagoon and were deemed to be a higher priority by the CRA.

Alternatives:

1. Recommend approval of the Budget Amendment,
2. Do not recommend approval of the Budget Amendment.
2. Alternatives as the CRA desires.

Item Budgeted:

Yes

Source/use of funds/Budget Book Page:

Strategic Plan:

No. 1 – Quality of LifeNo. 2 – Efficient and Effective ServicesNo. 4 – Economic Development

Strategic Plan Impact:

Funding Utility Infrastructure improvements in the CRA continues initiatives and actions to

CRA Regular - May 11, 2021 - 5:30 PM

improve the Indian River Lagoon (Quality of Life Goal), continues to improve infrastructure (Efficient & Effective Services Goal), and continues to develop a thriving downtown (Economic Development Goal).

ATTACHMENTS:

Description	Upload Date	Type
□ Budget Amendment Form - CRA BA#2 - 2021	4/26/2021	Backup Material

City of Titusville, Florida

Budget Amendment/Transfer Form

							Budget Amendment /Budget Transfer
Source of Funds:	Account Number	Project Number	Description	Amount			
FY2021							
	104-5555-565.65-00-CR1704	CR1704	NON-DEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ (48,870)			Budget Amendment
				\$ -			Budget Amendment
				\$ -			Budget Amendment
				\$ -			Budget Amendment
	Total Source of Funds			\$ (48,870)			
Use of Funds:							
FY2021							
	104-5555-565.65-00-CR2101	CR2101	NON-DEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ 48,870			Budget Amendment
				\$ -			Budget Amendment
				\$ -			Budget Amendment
				\$ -			Budget Amendment
	Total Use of Funds			\$ 48,870			
			NOTE: ADDITIONAL FUNDING FOR UTILITIES INFRASTRUCTURE.:SUMMARY OF ACTION 05/11/21, ITEM 8D				
Input Date:	05/12/21		Budget Office Approval Date:	05/13/21			
Manual JE/BA#:	3570		Post Date:	05/11/21			

City of Titusville
"Gateway to Nature and Space"

REPORT TO COUNCIL

To: Community Redevelopment Agency Members
From: William S. Larese, Executive Director
Subject: **CRA Budget Amendment - FY 2020 Carry Forward Funds**
Department/Office: Community Development

Recommended Action:

The CRA discuss and recommend to the City Council to approve a Budget Amendment to transfer \$318,600 of FY2020 Carry Forward funds to existing CRA capital projects.

Summary Explanation & Background:

The City's recently completed Comprehensive Annual Financial Audit (CAFR) indicates that there are \$318,674 in Carry Forward funds from the FY2020 budget to the FY2021 budget. Per Chapter 163.387 (7) (a) - (d) of the State Statutes these funds need to be either returned to each taxing authority; used to reduce the amount of any indebtedness; deposited into an escrow account for the purpose of later reducing any indebtedness; or appropriated to specific redevelopment projects to be completed within three (3) years.

- Staff recommends that these funds be appropriated to the following CRA projects: Project CR1604, Trail Town Amenities, Julia Street lighting and Whiteway Lighting improvements (\$200,000); and
- CR2101, Utilities Infrastructure improvements (\$118,600), however the CRA may direct staff to appropriate the funds to other capital projects as it sees fit.

Alternatives:

1. Alternatives as provided in Chapter 163.387 (7) (a) - (d) of the Florida State Statutes.
2. Appropriations as the CRA desires.

Item Budgeted:

NA

Source/use of funds/Budget Book Page:

Strategic Plan:

City of Titusville, Florida					
Budget Amendment/Transfer Form					
Source of Funds:	Account Number	Project Number	Description	Amount	Budget Amendment /Budget Transfer
FY2021					
	104-5555-589.10-00		CONTINGENCY UNRESERVED/CURRENT YEAR UNRESERVED	\$ 318,600	Budget Amendment
				\$ -	Budget Amendment
				\$ -	Budget Amendment
				\$ -	Budget Amendment
	Total Source of Funds			\$ 318,600	
Use of Funds:					
FY2021					
	104-5555-565.65-00-CR1604	CR1604	NONDEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ 200,000	Budget Amendment
	104-5555-565.65-00-CR2101	CR2101	NONDEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ 118,600	Budget Amendment
				\$ -	Budget Amendment
				\$ -	Budget Amendment
	Total Use of Funds			\$ 318,600	
			NOTE: FUND CRA PROJECTS:SUMMARY OF ACTION 05/11/21, ITEM 8J		
Input Date:	05/12/21	Budget Office Approval Date:		05/13/21	
Manual JE/BA#:	3572	Post Date:		05/11/21	

City of Titusville, Florida					
Budget Amendment/Transfer Form					
Source of Funds:	Account Number	Project Number	Description	Amount	Budget Amendment /Budget Transfer
FY2021					
	104-5555-589.10-00		CONTINGENCY UNRESERVED/CURRENT YEAR UNRESERVED	\$ 318,600	Budget Amendment
				\$ -	Budget Amendment
				\$ -	Budget Amendment
				\$ -	Budget Amendment
	Total Source of Funds			\$ 318,600	
Use of Funds:					
FY2021					
	104-5555-565.65-00-CR1604	CR1604	NONDEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ 200,000	Budget Amendment
	104-5555-565.65-00-CR2101	CR2101	NONDEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ 118,600	Budget Amendment
				\$ -	Budget Amendment
				\$ -	Budget Amendment
	Total Use of Funds			\$ 318,600	
			NOTE: FUND CRA PROJECTS:SUMMARY OF ACTION 05/11/21, ITEM 8J		
Input Date:	05/12/21	Budget Office Approval Date:		05/13/21	
Manual JE/BA#:	3572	Post Date:		05/11/21	

[illegible]



CITY OF TITUS VILLE

COMMUNITY REDEVELOPMENT AGENCY

City Hall in Council Chambers

555 S. Washington Avenue Titusville, Florida 32796

Tuesday, May 11, 2021

5:30 PM

SUMMARY OF ACTION

In order to help prevent the spread of the COVID-19 (Coronavirus) and to comply with all local, state, and federal laws and guidelines regarding social distancing rules, designated seating shall be provided for the public at Community Redevelopment Agency and other City Boards meetings. Individual speakers shall, when directed to do so, be given the opportunity to speak on agenda items during the meetings in accordance with City of Titusville policies and Resolution No. 36-2020. No tripods, easels, props, or other demonstrative aids shall be brought into public meetings of Community Redevelopment Agency and City Boards. Speakers are permitted to have a sign with them during their designated speaking time provided that the sign is held by the speaker and is to be removed at the conclusion of their speaking time. Speakers who appear in person will be subject to screening for symptoms of COVID-19 and any persons exhibiting any symptoms of COVID-19 will not be permitted to enter City Hall or public meetings of Community Redevelopment Agency and City Boards. As an additional method for public participation, the public may submit written comments, via email to city.agenda@titusville.com or by regular mail to Community Redevelopment Agency's attention at City Hall, 555 South Washington Avenue, Titusville, FL 32796. Written comments must be received by noon (12:00 p.m.) prior to the start of the meeting and include the senders name, address and the subject line must specify the agenda item being addressed. All comments will be disseminated to the Community Redevelopment Agency members and made a part of the public record prior to any action being taken. 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 moment of silence was held.

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF MINUTES

A. Minutes

Approve the minutes of the regular Community Redevelopment Agency meeting on Tuesday, April 13, 2021.

Approved as submitted.

6. SPECIAL RECOGNITIONS AND PRESENTATIONS

7. OLD BUSINESS

A. Parking in the Downtown

Discuss and provide direction from the Community Redevelopment Agency (CRA) on parking in the downtown area.

The Community Redevelopment Agency (CRA) came to a consensus to not move forward at this time with adding any additional parking.

B. Final Design - Downtown Riverfront Walkway Project

Recommend that the City Council approve the award of contract for the Final Design for the downtown riverfront walkway project to Taylor Engineering of Jacksonville, FL in the amount of \$92,833.36.

Approved as recommended.

8. NEW BUSINESS

A. CRA Budget Amendment -Transfer \$48,870 from Project CR1704, Concrete Streets to Project CR 2101, Utility Infrastructure

Recommend City Council approve the Budget Amendment in the amount of \$48,870 to fund utility infrastructure improvements in the CRA.

Approved as recommended.

B. CRA Budget Amendment - FY 2020 Carry Forward Funds

The CRA discuss and recommend to the City Council to approve a Budget Amendment to transfer \$318,600 of FY2020 Carry Forward funds to existing CRA capital projects.

Approved as recommended.

C. Farmers Market in Downtown

Approved advisability for the City to partner with the Greater Titusville Chamber of Commerce to hold a Farmer's Market in the downtown.

The Community Redevelopment Agency (CRA) gave direction to staff



**CITY OF TITUSVILLE
CITY COUNCIL SUMMARY OF ACTION**

**TUESDAY, MAY 11, 2021
6:30 PM – COUNCIL CHAMBER
555 SOUTH WASHINGTON AVENUE, TITUSVILLE, FL 32796**

In order to help prevent the spread of the COVID-19 (Coronavirus) and to comply with all local, state, and federal laws and guidelines regarding social distancing rules, designated seating shall be provided for the public at City Council and other City Boards meetings. Individual speakers shall, when directed to do so, be given the opportunity to speak on agenda items during the meetings in accordance with City of Titusville policies and Resolution No. 36-2020. No tripods, easels, props, or other demonstrative aids shall be brought into public meetings of Council and City Boards. Speakers are permitted to have a sign with them during their designated speaking time provided that the sign is held by the speaker and is to be removed at the conclusion of their speaking time. Speakers who appear in person will be subject to screening for symptoms of COVID-19 and any persons exhibiting any symptoms of COVID-19 will not be permitted to enter City Hall or public meetings of Council and City Boards. As an additional method for public participation, the public may submit written comments, via email to city.agenda@titusville.com or by regular mail to City Council's attention at City Hall, 555 South Washington Avenue, Titusville, FL 32796. Written comments must be received by 5:00 p.m. prior to the start of the meeting and include the senders name, address and the subject line must specify the agenda item being addressed. All comments will be disseminated to the Council members and made a part of the public record prior to any action being taken.

Any person who decides to appeal any decision of the City Council 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.

Applicants for land use and zoning related items are advised that the resumes of staff members who prepare applicable staff reports are on file in the City Clerk's Office. 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. INVOCATION

A moment of silence was held.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Minutes

Approve the minutes of the regular City Council meeting on February 23, 2021 (6:30 p.m.) and March 23, 2021 (5:30 p.m.).

Approved as submitted.

5. SPECIAL RECOGNITIONS & PRESENTATIONS

A. City's Existing Debt Portfolio and Analysis of Potential Bonding Capacity

PFM Financial Advisors LLC will provide a report regarding an overview of the City's existing debt portfolio and analysis of potential bonding capacity. No action is required.

No action.

6. BOARDS AND COMMISSIONS

A. Board of Adjustments and Appeals

Appoint one (1) regular member to the Board of Adjustments and Appeals for an unexpired term to expire on July 31, 2021.

Appointed Alternate Member Margaret Van Deven as a regular member for an unexpired term to expire on July 31, 2021.

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (NONAGENDA ITEMS)

David Mandernack requested an amendment to the Code to allow temporary office space for Astrotech Space Operations. This will allow additional area for spacecraft storage, staging, processing, and launch vehicle hardware. Based on Council's discussion, staff will review and prepare an ordinance change. Discussion included adding this as a permitted use versus conditional use permit, limiting to the Industrial area, certain lot sizes, etc.

Laurilee Thompson discussed manatee deaths and the current condition of the Indian River Lagoon. She also discussed the maintenance of the baffle boxes, etc. Public Works Director Kevin Cook and Council discussed the maintenance of the baffle boxes. Based on Council discussion, Vice-Mayor Nelson requested staff come back to Council with an update. There was no objection from City Council.

8. CONSENT AGENDA

A. Annual Resurfacing Change Order #1 – Masci Construction

Approve Change Order #1 to the Annual Resurfacing Contract to Masci General Contractor, Inc. of Port Orange, Florida in the amount of \$683,173 to resurface an additional 3.61 miles of streets and pave 0.45 miles of dirt streets. Additionally, authorize the Mayor and City Manager to execute the change order.

Approved in accordance with recommendations.

B. Approve Purchase Aquatic Plant Harvesting Boat

Approve the purchase of a plant harvesting boat from Weedoo of West Palm Beach, Florida utilizing the Florida Sheriffs Association Cooperating Purchasing contract in the amount of \$90,238.40. Additionally, authorize the City Manager to approve the necessary purchase orders.

Approved in accordance with recommendations.

C. Replacement of Commons Light Pole

Approve award for purchase of replacement of damaged light pole in the commons parking light to Chrome Electric of Titusville, Florida in the amount of \$18,438. Additionally, authorize the City Manager to approve all instruments necessary to approve this price quote and issue purchase order.

Approved in accordance with recommendations.

D. Community Redevelopment Agency (CRA) Budget Amendment

Approve the CRA Budget Amendment in the amount of \$48,870 from Project CR1704, Concrete Streets to Project CR2101, Utility Infrastructure to fund utility infrastructure improvements in the CRA.

Approved in accordance with recommendations.

E. FY 21 Countywide JAG Grant for Prisoner Transport

Approve the distribution of the FY21 Edward Byrne Justice Assistance Grant - JAG County wide, in the amount of \$131,689.00, to be used by Brevard County for their Prisoner Transportation Program.

Approved in accordance with recommendations.

F. Collective Bargaining Agreement between the International Association of Firefighters, Local 2445 and the City of Titusville, Florida, October 1, 2019 - September 30, 2022

Approve the wage reopener Collective Bargaining Agreement between the International Association of Firefighters, Local 2445 and the City of Titusville.

Approved in accordance with recommendations.

G. Property and Casualty Insurance Broker Contract for Services RFP Number: 21-P-09

Approve the contract award to Acentria Public Risk of Daytona Beach, FL to provide general insurance and broker services for all lines of insurance during a three year term in the annual amount of \$32,500 with two (2) optional two (2) year renewals and authorize the Mayor to execute the contract subject to review and approval by City Manager and City Attorney from City staff.

Approved in accordance with recommendations.

H. Change Order to Work Order #3 - Annual Stormwater and Piping Installation

Approve Change Order to Work Order #3 to contract CN16B039, Annual Stormwater Piping & Installation to SDV Services, LLC, in the amount of \$118,178 for repairs and upgrades to the stormwater system at Country Club Drive near La Cita Golf Course, approve the associated budget amendment and authorize the City Manager to execute the work order.

Approved in accordance with recommendations.

I. Amendment to Contract for the Install and Maintenance of Floating Wetlands Islands - Beemats LLC

Approve Amendment 2 to contract SV19B006 between the City and Beemats, LLC of New Smyrna Beach, Florida for the addition of services to be provided at the Sand Point Park ponds and the Marina Park pond for the additional contract authorized amount as listed in Exhibit 1 \$306,560 which increases the total authorized contract amount to \$905,818.50 over the four year period of installation and maintenance, which runs from 2019 to 2023 for the floating wetland islands. This amendment adds the three additional ponds and authorize the Mayor to execute this amendment to the contract SV19B006, subject to review and approval by the City Attorney and City Manager. In

addition, approve the associated budget amendments, project creation and allow purchase orders to be issued on an as needed basis not to exceed the authorized contract amount.

Approved in accordance with recommendations.

J. Community Redevelopment Agency (CRA) Budget Amendment - FY 2020 Carry Forward Funds

Approve a Budget Amendment to transfer \$318,600 of FY2020 Carry Forward funds to existing CRA capital projects as recommended by the CRA.

Approved in accordance with recommendations.

K. Stormwater Continuing Consultant A&E Services – Final Ranking

Approve the final ranking of consultants for Stormwater Continuing Consultant A&E Services and authorize staff to conduct contract negotiation with the Infrastructure Solution Services of Melbourne, Florida, CPH, Inc. of Orlando, Florida and Geosyntec of Titusville, Florida.

Approved in accordance with recommendations.

L. Final Design - Downtown Riverfront Walkway Project

Recommend that the City Council approve the award of contract for the Final Design for the downtown riverfront walkway project to Taylor Engineering of Jacksonville, FL in the amount of \$92,833.36.

Approved in accordance with recommendations.

9. ORDINANCES – SECOND READING, PUBLIC HEARING AND RELATED ACTION

10. ORDINANCES-FIRST READING

11. OLD BUSINESS

12. NEW BUSINESS

A. Financing Contract for Fiscal Year 2021 Vehicle Purchases and Resolution No. 17-2021

Award and execute the Fiscal Year 21 Master Lease Agreement for the Fiscal Year 2021 vehicle purchases to Bank of America, which is an affiliate of Banc of America Public Capital Corporation ("BAPCC"), at a 5 yr, tax exempt fixed rate of 0.8736% with a closing date of May 14, 2021 and approve Resolution 17-2021.

Approved as recommended.

