



CITY OF TITUSVILLE

CITY COUNCIL

AGENDA

Regular Meeting

April 22, 2025 - 6:30 PM

Council Chamber at City Hall

555 South Washington Avenue, Titusville, FL 32796

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. Invocation

Chaplain Brienne Robertson from the Titusville Fire Department will give the invocation.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

5. SPECIAL RECOGNITIONS & PRESENTATIONS

A. Reserved for Presentation(s)

There may not be adequate time at the regular City Council meeting scheduled on April 22, 2025 at 5:30 p.m. If necessary, the presentation(s) will be heard at this time during the regular City Council meeting on April 22, 2025 at 6:30 p.m.

6. BOARDS AND COMMISSIONS

A. Student Advisory Council Annual Report

The 2024/2025 Student Advisory Council Annual Report, including the recommendations and goals for 2025/2026 will be presented. No action is requested.

B. Student Advisory Council Scholarships

Mayor Andrew Connors will present scholarships to three (3) seniors: Victoria Hillery of Titusville High School, Julia Moon of the Academic Community Enrichment, Inc., and Callie Cerrato of Astronaut High School, who have participated on the Student Advisory Council. No action is requested.

C. 2025/2026 Student Advisory Council Membership Appointments

Confirm the proposed slate of students as members of the 2025/2026 Student Advisory Council as appointed by their respective schools.

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (NON-AGENDA ITEMS)

8. CONSENT AGENDA

A. Resolution No. 8-2025 - Commending Outstanding Students from North Brevard Area Schools

Approve Resolution No. 8-2025 commending outstanding students from North Brevard Area Schools for 2024-2025.

B. Grant Agreement - St. Johns Basin Feasibility Study

Approve the grant agreement between the City of Titusville and the State of Florida Department of Environmental Protection in the amount of \$500,000 in funding for the feasibility study and a preliminary engineering design report for nature-based improvements and mitigation strategies for the St. Johns stormwater basin. Additionally, approve associated budget amendment, project creation, and authorize the Mayor to execute the agreement.

C. Resolution No. 9-2025 - Landscape Trust Fund

Adopt Resolution 9-2025 reallocating funds from the Landscape Enhancement Program in the amount of \$50,000 toward the required match for the Urban and Community Forestry Grant with the Florida Department of Agriculture and Consumer Services (FDACS) and allocate \$15,050 into the City of Titusville Landscape Trust Fund.

D. Florida Division of Historic Resources Small Matching Grant

Approve the request to submit a grant application in the amount of \$50,000 to the Florida Division of Historical Resources to update the City's History Webpage and Explore Historic Titusville Mobile Application through the Integration of a Walking Tour and implement a Historic Interpretive Sign Program.

E. Purchase of Lund University Cardiopulmonary Assist System (LUCAS) 3 CPR Device and Associated Budget Transfer for the Fire Department

Authorize the purchase of one (1) LUCAS 3, v3.1 Chest Compression System and associated budget amendment/transfer for a total of \$20,438

F. Use of Forfeiture Dollars to Fund Special Investigations

Approve use of \$10,000 in Forfeiture dollars to fund ongoing Special Investigations. Approve associated budget amendment.

G. Hot Car Thermometer and Associated Budget Amendment/Transfer for Fire Department

Authorize the purchase of Fire Department Never Leave Your Child Alone (NLYCA) Tripod hot car thermometer from Innovative Concepts LLC, for total amount not to exceed \$2,375 and approve associated Budget Amendment/transfer from restricted fund account.

H. Whelen Cloud Platform Master Service Agreement

Approve the continuation of the trial period through 9/30/25, and delegate authorization to the City Manager to execute the agreement upon review and approval by Purchasing and Contracting staff and City Attorney.

I. Memo of Agreement (MOA) between the Department of Homeland Security and the Titusville Police Department

Approve this Memorandum of Agreement between the Department of Homeland Security and the Titusville Police Department.

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

A. Ordinance No. 13-2025 Revoking Ad Valorem Tax Abatement for Brix Project Brewery, LLC, and Recovery of Abated Taxes

Conduct the second reading and public hearing of Ordinance No. 13-2025, an ordinance of the City of Titusville, Florida, revoking the Economic Development Ad Valorem Tax Abatement to Brix Project Brewery, LLC, and providing for an effective date. This ordinance approves the Ad Valorem Tax exemption for the portion of the tax-year that Brix Project Brewery, LLC was in compliance with Ordinance No. 27-2015, collect the amount of \$4,347.79 for the portion of the tax-year that Brix Project Brewery, LLC, was out of compliance due to transfer of ownership, and terminate the Ad Valorem Tax Abatement.

B. Ordinance No. 14-2025 - Providing for Appeals of Board of Adjustments and Appeals (BAA) Decisions to be heard by City Council

Conduct second reading and Public Hearing for Ordinance No. 14-2025, an ordinance of the City of Titusville, Florida amending the Code of Ordinances by amending Section 31-55, "Appeal to Decision of the Board of Adjustment and Appeals" to be renamed "Appellate Review of Decision of the Board of Adjustment and Appeals", by providing that decisions of the Board of Adjustments and Appeals may be appealed to the City Council; by amending Chapter 34 "Procedures", Article V "Variances and Appeals", by adding a new Division 10, "Appeals to the City Council", including "Applicability", "Notice Requirements"; by amending Development Review Procedures Manual Section

17.4 “Board of Adjustments and Appeals Fees”, providing for repeal of conflicting ordinances, severability, and providing for an effective date.

10. ORDINANCES - FIRST READING

A. Ordinance No. 15-2025 - Expedited Residential Building Permits in Subdivisions

Conduct the first reading of Ordinance No. 15-2025, Amending the code of ordinances to create a process for issuance of residential building permits in subdivisions prior to approval of final plat and replacing the term “Sketch Plat” with “Preliminary Plat” and clarifying that “Preliminary Plat” is now titled “Site Plan” by amending Sections 30-40 “Tree Survey Required Before Permit”, 34-8 “Public Hearing Approvals Required”, 34-60 “Conceptual Plat”, 34-92 “Minimum Requirements/Application and Approval”, 34-93 “Additional Requirements”, 34-144 “Approval”; that Chapter 34 “Procedures”, Article III “Subdivisions”, Division 5 “Plat”, Subdivision 1 “Sketch Plat (Conceptual Plan) is renamed Preliminary Plat (Conceptual Plan), and amending Section 34-151 “Procedure”; and by creating Sections 34-153 “Submittal Procedures”; amending Subdivision 2 “Preliminary Plat (Site Plan) to be renamed “Site Plan” and amending Sections 34-161 “Preliminary Plat Definition” to be renamed “Site Plan Definition” and amending 34-162 “Submittal Procedures”, 34-163 “Required Exhibits”, and 34-164 “Review Procedures”, and Subdivision 3 “Final Plat”, sections 34-171 “Definition”, 34-172 “Procedure”, and 34-173 “Required Exhibits”; by amending Chapter 34 “Procedures”, Article III “Subdivisions”, to create a new Division 9 “Procedure for Issuance of Building Permits Prior to Approval of Final Plat”, by adding Sections 34-174 “Purpose”, 34-175 “Procedure”, 34-176 “Required Submittals and Exhibits”, 34-177 “Construction”, 34-178 “Procedure for Issuance of Building Permits Prior to Approval of Final Plat”, 34-179 “Final Plat” and 34-180 “Recording of Final Plat Required”; amending Sections 34-201 “Recording of Final Plat Required”, 34-214 “Application Classifications and Review Schedules” and 37-1 “Definitions”, and by amending development review procedures manual Sections 6 “Master Plans”, 11 “Sketch Plat” to be renamed “Preliminary Plat”, 12 “Preliminary Plat” to be renamed “Required Submittals for Expedited Permitting for Residential Permits Prior to Approval of the Final Plat”, 14.5 “Site Plan Required Exhibits” and 17.2 “Land Development Fees”; providing for grandfather provisions, severability, repeal of conflicting ordinances, incorporation into the code and an effective date. This is a legislative item.

B. Ordinance No. 16-2025 - School Zone Speed Enforcement Program

Conduct first reading of the Ordinance No. 16-2025 amending Chapter 20 of the Code of Ordinances by adopting a new Article IV entitled “School Zone Speed Enforcement”, by adding Sections 20-70 through 20-80; by providing for purpose, intent and definitions; establishing a school zone speed enforcement program and authorizing the use of speed detection systems within the City; providing for program implementation requirements and designation of school zones; providing for enforcement and administrative procedures; providing for severability; repeal of conflicting ordinances; incorporation into the code; and an effective date.

C. Rezoning (REZ) No. 4-2024 Verona (AKA Willow Creek) PD Master Plan Amendment

Conduct the First Reading of Ordinance No. 17-2025 for Rezoning (REZ) No. 4-2024 Verona (AKA Willow Creek) PD Master Plan Amendment:

Ordinance No. 17-2025, an ordinance of the City of Titusville, Florida, amending Ordinance No. 6-2024, by amending the Master Plan of the Planned Development (PD) zoning district imposed on approximately 638+/- acres of property located west of Grissom Parkway, east of Challenger Parkway (SR 407) and interstate 95, at the western terminus of Willow Creek Boulevard, having Brevard County Parcel ID Nos. 23-35-09-00-1, 23-35-04-00-2, 23-35-09-yr-*-b.10, and 23-35-10-bb-*-179.; providing for severability; repeal of conflicting ordinances; and providing for an effective date. (The public hearing is scheduled for the regular City Council meeting on May 13, 2025 at 6:30 p.m.)

The Planning and Zoning Commission recommended the following: (1) Motion to recommend approval of the requested fifteen (15) foot setback, reduced from twenty (20), for identified lots but only for those lots whose lot width fully abuts the stormwater retention lakes in Village C. If the lots are not abutting that boundary, the rear setback cannot be reduced. Approved 7-0; (2) Motion to recommend approval of the request to reduce the minimum lot width from forty (40) feet to twenty (20) feet for multifamily Village E. Approved 7-0; (3) Motion to recommend approval the developer's request to allow model home clusters of up to four (4) model homes in each development phase of Villages A, B, C, & E with each model home cluster including a real estate sales office and an adjacent ancillary stabilized temporary parking area for the model home cluster/real estate sales office. Approved 7-0;; and (4) Motion to recommend that the following conditions be included within the draft PD rezoning ordinance: (a) Accessory building and structures setback standards be incorporated in the conditions of approval; (b) Townhouse and multifamily developments shall have a minimum distance between structures of twenty (20) feet and a maximum of six (6) dwelling units shall be allowed in a building group of townhouse units. Townhouse building groups shall also have staggered setbacks to lessen the straight row effect. Approved 7-0

11. OLD BUSINESS

A. Fiscal Year 25-26 Community Development Block Grant (CDBG) program funding recommendations

Approve funding recommendations for the Fiscal Year 25/26 CDBG grant program year at an estimated amount of \$307,980.

B. Housing Affordability Study

Provide direction on a housing affordability study and use of the budgeted funds in the amount of \$90,000.

C. Interim City Manager Salary Consideration

Approve the Human Resources Director's recommendation referred to the Memorandum herein attached.

12. NEW BUSINESS

A. Fiscal Year (FY) 2025 Mid-Year Budget Review and Financial Update

Approve the FY 2025 mid-year budgetary change requests for General Fund, Community Redevelopment Agency (CRA), Enterprise, Internal Service and other Funds; authorize four (4) new Full Time Equivalent (FTE) positions at 25% and approve the associated budget amendment.

B. State Housing Initiative Partnership (SHIP) Local Housing Assistance Plan (LHAP) 2026-2028 and Resolution

Approve SHIP LHAP with associated Resolution No. 10-2025 and approve associated budget amendment.

C. Advisability to Amend the Fence Permit Regulations

Approve the advisability and direct the staff to amend the fence permit requirements.

D. Natural Resources Public Engagement

Review and accept the Natural Resources Report and recommended strategies.

E. Police, Fire, City Hall and Public Works Impact Fee Study

Approve the impact fee study for police, fire, city hall and public works impact fees and provide direction for implementation as outlined in the presentation.

13. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (NON-AGENDA ITEMS)

14. MAYOR AND COUNCIL REPORTS

A. Mayor's Report

The Mayor's report is included in the agenda packet.

B. Council Reports

Council members will provide their individual reports.

15. CITY MANAGER'S REPORT

A. City Manager's Report

The City Manager's report is included in the agenda packet.

16. CITY ATTORNEY'S REPORT