



CITY OF TITUSVILLE

CITY COUNCIL

AGENDA

Regular Meeting

May 13, 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

Executive Pastor Dustin Sams from the Grove Church will give the invocation.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Minutes

Approve the minutes of the regular City Council meetings on March 27, 2025 (6:30 p.m.) and April 22, 2025 (5:30 p.m.) and special City Council meeting on April 24, 2025.

5. SPECIAL RECOGNITIONS & PRESENTATIONS

A. Proclamation - National Safe Boating Week

Mayor Connors will present a proclamation proclaiming 17-23 May 2025 as National Safe Boating Week.

6. BOARDS AND COMMISSIONS

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

8. CONSENT AGENDA

A. Titusville Police Department Appropriation of Restricted Funds For Mobile Printers

Approve the release of restricted funds to allow for the purchase of mobile printers; approve the associated budget amendment; and approve the use of Sourcewell Contract #121923-CDW, effective through 02/27/2028, for the procurement of printers; and authorize staff to execute the purchase order.

B. Advisability - Revision of Code of Ordinances Section 9-8 Access for Fire Rescue/Combat Division, Lock Boxes

Approve the fire prevention division to revise and update Code of Ordinances Section 9-8 Access for fire rescue/combat division, lock boxes.

C. Advisability - New Fire Prevention Ordinance for Traffic-Calming Devices

Approve the fire prevention division to draft an ordinance for traffic-calming devices. This ordinance will include, but is not limited to: speed bumps, roundabouts, and other traffic-calming devices.

D. Advisability - Revise Land Development Regulations Section 30-258 Fire Hydrants

Approve the fire prevention division to revise and update Land Development Regulations Section 30-258 Fire Hydrants to reflect current Florida Fire Prevention Code.

E. Affordable Housing Assumption Agreement of Mortgage

Approve execution of Assumption Agreement between the City, North Brevard Charities Sharing Center, and Community of Hope for the transfer of HOME grant project.

F. Clean Vessel Act Grant, CVA25-003

Acknowledge the acceptance of the Clean Vessel Act Grant, CVA 25-003 with the State of Florida Department of Environmental Protection, and approve the Budget Amendment recognizing the grant value of \$26,838.63 and the City funded match of \$8,946.21.

G. Amendment No. 4 to Loan Agreement DW050331 between the City of Titusville and the Florida Department of Environmental Protection

Approve Amendment 4 to loan agreement DW050331 between the Florida Department of Environmental Protection and the City of Titusville and authorize the City Manager to execute the amendment.

H. Contract Assignment for the Spain Group SV23B029SM for Lawn Maintenance Water Production

Approve the transfer/assignment of Contract SV23B029 from the Spain Group, LLC to 1st Class Grass at an annual amount of \$34,000 and authorize the Mayor to execute the assignment.

I. Task Order #WPTO003 for Blue Heron Grit Bypass Line

Approve the award of Task Order #WPTO003 to Wright Pierce, Inc. in the amount of \$31,180.00 to provide engineering consulting services including, but not limited to, design, bidding services and permitting coordination of a bypass line for the grit system at the Blue Heron Wastewater Treatment Plant, and authorize the Mayor to execute the Task Order.

J. Task Order MHTO004 for the Blue Heron West Train Aeration Feasibility

Approve the award of Task Order MHTO004 to Mead and Hunt, in the amount of \$53,631 to provide engineering consulting services for a preliminary design of the Blue Heron West Train Aeration and authorize the Mayor to execute the Task Order. In addition, approve the associated budget amendment required to fund the effort.

K. Use of Forfeiture Dollars to Fund Special Investigations - Resubmission

Approve the use of \$10,000 in forfeiture dollars to fund ongoing Special Investigations. In addition, approve the associated budget amendment.

L. Amendment 1 to Save our Indian River Lagoon (SOIRL) Cost Share Agreement 23-233

Approve Amendment #1 to grant agreement #SOIRL 23-233 between the City of Titusville and Brevard County in the amount of \$25,040. Additionally, approve the associated budget amendment and authorize the Mayor to execute the amendment to the agreement.

M. Emergency Purchase Order - Traffic Control Devices, LLC

Approve the emergency purchase order issued to Traffic Control Devices in the amount of \$47,502 for the emergency repair to the traffic signal at US1 and Pelican Point.

N. City of Titusville Fiscal Year 2026 Strategic Plan

Affirm the FY26 Strategic Plan Goals and Objectives as revised during the City Council Strategic Planning Workshop held on April 24, 2025.

O. Approve the addition of Matheny Fire & Emergency to the approved Vendor of Record (VOR) for Emergency Vehicle Repairs

Approve the addition of Matheny Fire & Emergency to the approved Vendor of Record (VOR) for Emergency Vehicle Repairs.

P. Budget Amendment for Community Redevelopment Agency (CRA) - Landscape Improvements

Approve budget amendment for \$44,646.00 to create new Project CR2502, Landscape Improvements and fund from Project CR2204, Landscape Improvements/US 1.

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

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

Conduct the second reading and public hearing 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.

On May 7, 2025, the Planning and Zoning Commission recommended approval as presented, 7-0.

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

Conduct the second reading and public hearing of 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.

THE FOLLOWING ITEMS ARE SUBJECT TO QUASI-JUDICIAL RULES OF PROCEDURE. ANYONE WISHING TO SPEAK ON AN ITEM MUST FIRST COMPLETE AN AGENDA SIGN-UP CARD AND SIGN THE OATH CONTAINED THEREON. THOSE SPEAKING IN FAVOR OF A REQUEST WILL BE HEARD FIRST. IF YOU HAVE PHOTOGRAPHS, SKETCHES, OR DOCUMENTS THAT YOU DESIRE FOR CITY COUNCIL TO CONSIDER, THEY MUST BE SUBMITTED INTO EVIDENCE AND WILL BE RETAINED BY THE CITY. SUBMIT THESE EXHIBITS TO THE CITY CLERK.

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

Conduct the second reading and public hearing 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 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 of 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

The document noted as “Master Plan - Exhibit B per P&Z Motion” has been provided by the applicant to illustrate the recommendation requested by the Planning and Zoning Commission which reduces the number of lots from 126 to 99. However, the owner requests for the identified lots with a reduced rear setback to remain (126 lots).

10. ORDINANCES - FIRST READING

A. Ordinance No. 18-2025 Updating Impact Fees for Water and Sewer

Conduct the first reading of Ordinance No. 18-2025 amending Chapter 34 "Procedures" to increase impact fees for water and sewer, specifically amending sections 34-421 "Impact fee intent", 34-423 "Imposition of impact fees", 34-428 "Use of funds (impact fee)", 34-440 "Impact fee intent", 34-441 "Sewer impact fees", 34-442 "Water charges; meter deposits; refunds"; creating 34-443 fund earmarking requirements; and to clarify water and sewer impact fees as connection fees; and providing for severability; repeal of conflicting ordinances; an effective date and incorporation into the code. **(This is the first reading. The public hearing is scheduled for the regular City Council meeting on May 27, 2025 at 6:30 p.m.)**

B. Ordinance No. 19-2025 Updating Impact Fees for Police, Fire, City Hall, And Public Works

Conduct the first reading of Ordinance No. 19-2025 amending Chapter 34 "Procedures" to adjust the impact fees for police, fire, city hall, and public works, specifically amending sections 34-421 "Impact fee intent", 34-423 "Imposition of impact fees", and 34-424 "Computation of impact fees", and providing for severability; repeal of conflicting ordinances; an effective date; and incorporation into the code. **(This is the first reading. The public hearing is scheduled for the regular City Council meeting on May 27, 2025 at 6:30 p.m.)**

C. Ordinance No. 20-2025 - Sidewalk Waiver Ordinance

Conduct the first reading of Ordinance No. 20-2025 amending the Code of Ordinances related to waivers to sidewalk construction requirements by amending Chapter 30 "Development Standards", Section 30-238 "Road and Sidewalk requirements" and Section 30-239 "Bicycle Facilities"; providing for severability, repeal of conflicting ordinances, incorporation into the code and an effective date. This is a legislative item. **(This is the first reading. The public hearing is scheduled for the regular City Council meeting on May 27, 2025 at 6:30 p.m.)**

On May 7, 2024, The Planning and Zoning Commission recommended approval as presented, 7-0.

D. Ordinance No. 21-2025 - Synthetic Turf

Conduct the first reading of Ordinance No. 21-2025 amending the Code of Ordinances to provide standards regulating the use of artificial turf by amending Sections 30-202 "Stormwater Management Permit", 30-321 "Plant Materials", 30-323 "Existing Vegetation", and 37-1 "Definitions", and creating Section 30-325 "Artificial Turf"; providing for severability, repeal of conflicting ordinances, incorporation into the code and an effective date. This is a legislative item.

(This is the first reading. The public hearing is scheduled for the regular City Council meeting on May 27, 2025 at 6:30 p.m.)

The Planning and Zoning Commission will consider this ordinance at their regular meeting on May 21, 2025.

11. OLD BUSINESS

A. Increase Annual Authorized Amount - Utility Contractors

Approve an increase of \$1,907,000 to the annual authorized amount for the construction of various utility maintenance and improvement projects under contract CN24P020/LR on an as-needed basis for an annual amount not to exceed \$3,157,000. Additionally, approve the associated budget amendment.

12. NEW BUSINESS

A. Approve the appointment of Interim City Attorney and approve Interim City Attorney Salary Consideration

Approve the appointment of an Interim City Attorney and approve Interim City Attorney salary consideration as recommended by the Human Resources Director's referred to in the Memorandum herein attached.

B. City Attorney Selection Process

Approve the proposed project schedule to select a City Attorney.

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