



CITY OF TITUSVILLE

CITY COUNCIL

AGENDA

Regular Meeting

July 8, 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. **A moment of silence will be held.**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF MINUTES**

A. **Minutes**

Approve the minutes of the regular City Council meetings on May 13, 2025, May 27, 2025 (5:30 p.m.), and June 10, 2025.

**5. SPECIAL RECOGNITIONS & PRESENTATIONS**

**6. BOARDS AND COMMISSIONS**

A. **Titusville Cocoa Airport Authority**

Appoint one regular member to the Titusville-Cocoa Airport Authority for a term to expire on July 11, 2028.

**B. Titusville Environmental Commission Semi-Annual Report**

The Titusville Environmental Commission's Semi-Annual report will be presented. No action is requested.

**C. Recognition of Historic Structures Without Designation**

The Historic Preservation Board (HPB) initiated a program to recognize historic structures without being locally or nationally designated. Board members nominated properties and issued Certificates of Recognition at the Board's Annual Public workshop on May 22, 2025. The HPB will present the program and this year's winners to the City Council at this meeting. No action is requested.

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

**8. CONSENT AGENDA**

**A. Canaveral Heights Comprehensive Plan Amendments**

Direct the staff to schedule the public hearings for the Canaveral Heights Comprehensive Plan Text Amendment and Map Amendment.

**B. Interlocal Agreement with Brevard County for Address Assignment Services**

Approve the advisability to complete an Interlocal Agreement for Address Assignment Services with Brevard County.

**C. Florida Department of Commerce Planning Technical Assistance (CPTA) Grant for a Housing Affordability Study**

Approve the grant request to the Florida Department of Commerce CPTA Grant in the amount of \$75,000 to conduct a housing affordability study.

**D. U.S. Department of Transportation Safe Streets for All (SS4A) Grant**

Approve the grant request to the U.S. Department of Transportation Safe Streets For All (SS4A) Grant in the amount of \$136,000 and local match in the amount of \$34,000.

**E. Urban Forest Management Plan Consulting Services**

Approve the final scoring and recommendation of the Evaluation Committee to move forward with awarding the contract to Eocene Environmental Group, West Des Moines, IA, and authorize staff to conduct final negotiations with the firm not to exceed \$100,000. Additionally, authorize the Mayor to execute the subsequent negotiated contract subject to the review of the City Attorney as to form and City Manager as to content and approve the associated budget amendment related to Adopted Resolution Number 9-2025 dated April 22, 2025, which reallocated \$50,000 funding to this project match requirements.

**F. Funds Transfer for Child Car Seat Safety Program**

Using the Public Education and Child Occupancy Protection Program, approve the purchase of thirty-two (32) child passenger seats and approve the associated Budget Amendment.

**G. Task Order #AECOMTO08 for Fire Station Humidity Assessment and Remediation Plan**

Approve the award of Task Order # AECOMTO08 to AECOM, Inc for the amount of \$49,900 to provide engineering consulting services including, but not limited to, services related to conducting condition assessments relating to high humidity at Fire Headquarters, Station 11, and Station 13 and prepare a report documenting remediation recommendations, and authorize the City Manager to execute the Task Order.

**H. Chiller Replacement - City Hall**

Approve the replacement of the Chiller at City Hall in the amount of \$317,813 by Trane U.S. Inc., Additionally, approve the associated budget amendment and project creation.

**I. Vendor of Record - VA Paving, Inc., Goodson Paving, and Preferred Materials, Inc.**

Approve the addition of VA Paving, Inc., Goodson Paving, Preferred Materials, Inc. to the approved Vendor of Record (VOR) for paving services and asphaltic concrete not to exceed \$75,000 annually.

**J. Budget Amendment - Stormwater Assessment Mailing**

Approve the budget amendment for \$25,000 to fund the printing and mailing of the stormwater assessment notice to approximately 23,870 properties in the City.

**K. Save our Indian River Lagoon Cost Share Agreement 25-269 - Coleman Pond Circulator**

Approve the Save Our Indian River Lagoon Project Cost-Share Funding Interlocal Agreement #SOIRL 25-269 between the City of Titusville and Brevard County in the amount of \$126,021 in funding toward the installation of the Coleman Pond circulator, approve associated budget amendment project creation and authorize the Mayor to execute the agreement.

**L. Save our Indian River Lagoon Cost Share Agreement 25-270 - Tennessee St Baffle Box**

Approve the Save Our Indian River Lagoon Project Cost-Share Funding Interlocal Agreement #SOIRL 25-270 between the City of Titusville and Brevard County in the amount of \$514,794 in funding toward the installation of the Tennessee St baffle box, approve associated budget amendment, project creation and authorize the Mayor to execute the agreement.

**M. Save our Indian River Lagoon Cost Share Agreement 25-271 - Osprey Pond Circulator**

Approve the Save Our Indian River Lagoon Project Cost-Share Funding Interlocal Agreement #SOIRL 25-271 between the City of Titusville and Brevard County in the amount of \$86,394 in funding toward the installation of the

Osprey Pond Circulator, approve associated budget amendment project creation and authorize the Mayor to execute the agreement.

**N. Award of Contract - Harry T. Moore Social Service Center COVID Response and Prevention facility Improvements**

Approve the award of the Harry T. Moore Social Service Center COVID Response and Prevention Bldg Improvements to Doug Wilson Enterprises, Inc, of Merritt Island, FL for the amount of \$80,859.89 for the construction of various improvements to address COVID prevention within the Harry T Moore Social Service Center. Additionally, authorize the Mayor to execute the contract.

**O. Grant Agreement- Gibson St Septic to Sewer**

Approve the grant agreement between the City of Titusville and the State of Florida Department of Environmental Protection in the amount of \$700,000 in funding for the installation of gravity sewer on Gibson St to allow existing lots to connect. Additionally, approve associated budget amendment, project creation and authorize the Mayor to execute the agreement.

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

**10. ORDINANCES - FIRST READING**

**A. Ordinance No. 25-2025 - Fence Permit Ordinance**

Conduct the First Reading of Ordinance No. 25-2025 amending the Code of Ordinances to clarify requirements for the repair and replacement of permitted fences to be consistent with florida building code requirements by amending Sections 6-56 “Construction Permit Required; Inspection, Approval Prior To Use Or Occupancy” and 34-346 “Nonconforming Structures – Rebuild and Repair”, providing for severability, repeal of conflicting ordinances, incorporation into the code and an effective date.

**B. Small Scale Amendment (SSA) Application No. 2-2025 – 5320 South Washington Avenue**

Conduct the First Reading of the ordinances for Small Scale Amendment Application No. 2-2025 – 5320 South Washington Avenue - Annexation, Small Scale Comprehensive Plan Map Amendment and Rezoning Application:

Ordinance No. 22-2025 amending Section 7, Chapter 63-2001, Laws of Florida, Special Acts of 1963, by annexing certain property located at 5320 South Washington Avenue having Parcel ID Number: 22-35-26-00-511 to be included within the City limits; providing for severability; providing for repeal of conflicting ordinances and providing for an effective date. (This ordinance is a legislative item.)

and

Ordinance No. 23-2025 amending the Code of Ordinances by amending Ordinance No. 60-1988, which adopted the Comprehensive Plan of the City of Titusville, by amending the future land use map, by changing the land use designation on approximately 4.52+/- acres of property located at 5320 South

Washington Avenue, having Brevard County Parcel ID Number: 22-35-26-00-511, from the Community Commercial (Brevard County) future land use designation to the Commercial High Intensity (City of Titusville) future land use designation; providing for severability; providing for repeal of conflicting ordinances; and providing for an effective date. (This ordinance is a legislative item.)

and

Ordinance No. 24-2025 amending Ordinance No. 5-1993 of the City of Titusville, by amending the zoning map made a part of said ordinance by reference by changing the BU-1 General Retail Commercial (Brevard County) zoning district to the Community Commercial (CC) zoning district on approximately 4.52+/- acres of property located at 5320 South Washington Avenue, having Brevard County Parcel ID Number: 22-35-26-00-511; providing for severability; providing for repeal of conflicting ordinances; and providing for an effective date. The rezoning is without a concept plan. (This ordinance is a quasi-judicial item.)

**C. Rezoning (REZ) No. 2-2025 - Brooks Landing Dog Park**

Conduct the first reading on Ordinance No. 26-2025 amending Ordinance No. 24-2019, amending the master plan and conditions associated with the Planned Development (PD) zoning district on approximately 3.00 acres, having Tax ID Number 3034198, located approximately 1,500 feet east of U.S. Highway 1 on the North side of Jay Jay Road, to include a dog park use; providing for severability, repeal of conflicting ordinances, and providing for an effective date. (This ordinance is a quasi-judicial item.)

**11. OLD BUSINESS**

**A. Open Space Ordinance**

Review and provide comment on the proposed amendment to the City's Open Space regulations and approve advisability to advertise the draft ordinance.

**B. Outsourcing Registry of Foreclosed and Vacant Properties**

City Council is requested to review the Selection Committee's rankings and provide direction on whether to proceed with outsourcing the registry of foreclosed and vacant properties to the number 1 ranked firm MuniReg LLC, or to continue managing the process in-house through the Code Enforcement Division. If Council direction is to outsource, authorize staff to conduct final negotiations with MuniReg LLC authorize the Mayor to execute the subsequent negotiated contract subject to the review of the City Attorney and City Manager.

**12. NEW BUSINESS**

**A. Rate Presentation - Public Works Rate Review**

Provide direction on the Public Works rate review, as presented and approve the proposed stormwater rate that will be mailed out on the public notices.

**B. Selection of City Manager Finalists**

Council select its desired City Manager finalists from the 5 candidate application packages provided by our Executive Search firm, Colin Baenziger & Associates.

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

**14. MAYOR AND COUNCIL REPORTS**

**A. Mayor's Report**

The Mayor will provide his individual report.

**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**