

The Community Redevelopment Agency of the City of Titusville, Florida met in regular session in the Council Chamber of City Hall, 555 South Washington Avenue, on Tuesday, January 13, 2004 beginning at 5:30 p.m.

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Present were Chairman Ron Swank, Vice-Chairman Ken Ward and CRA members Greg Aker, Jim Ball, and Conrad Eigenmann. Also in attendance were CRA Executive Director Tom Harmer and CRA Attorney Dwight Severs. Members Chris Broome and Jeff Rainey were absent.

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Chairman Swank called the meeting to order at 5:35 p.m. The entire assembly recited the Pledge of Allegiance to the Flag.

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The first matter of business was approval of minutes of the regular meeting December 9, 2003. Vice-Chairman Ward moved to approve the minutes as submitted. Member Aker seconded the motion and it carried unanimously.

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Chairman Swank wished the audience a happy new year from the CRA.

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Executive Director Harmer gave an update on projects and grants. He highlighted new businesses that were issued licenses during the past month.

Executive Director Harmer then reviewed an informational memorandum received from the Titusville Playhouse that requested permission to paint a mural on the east side of the building. Mr. Harmer informed CRA they would be updated at the February 2004 meeting.

Executive Director Harmer then reported that Pat Fischer Chevrolet had begun remodeling their building at 1021 South Washington Avenue and a temporary sales trailer was placed on the location for a period not to exceed six months and would be removed after completion of the remodeling. He then reported that remodeling plans were being prepared and would be submitted for CRA review at a later date.

Executive Director Harmer then introduced Marsha Gaedcke, Chamber of Commerce President who announced that the CRA-Titusville Area Chamber of Commerce Agreement that related to the Downtown Redevelopment Coordinator position had been signed. Ms. Gaedcke then announced that Nora Drown had been hired as Downtown Redevelopment Coordinator. Ms. Drown would work 40 hours weekly and a meeting with downtown property owners was scheduled for January 29, 2004 to discuss partnership and future possibilities.

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Public Works Director Jim Herron presented CRA staff's recommendation to authorize funding in the amount of \$15,000 for Downtown Traffic Calming improvements on northbound Washington Avenue between South Street and Stephen House Way. He introduced Richard Jardim, Senior Project Manager, Florida Department of Transportation who gave an update of FDOT's current plan and status for the U.S. Highway No. 1 corridor. Mr. Jardim included in the update that landscaping funds would be discussed at a later date as part of the proposed repaving project which included curb work, rebuilding of traffic signals, and the use of the current City striping plans.

Chairman Swank requested a clarification of the striping plan that would be used and if bricks could be placed in crosswalks similar to how the City of Melbourne had installed in the Babcock Street area. Mr. Jardim replied that Mr. Fred Farrell of FDOT could answer the question.

Vice-Chairman Ward requested clarification of the beginning and ending points of construction project. Mr. Herron replied that FDOT indicated that project limits were from the split in U.S. Highway #1 to north of Garden Street.

Member Ball requested a summary of the project. Mr. Jardim replied that the project included milling the base, rebuilding curbs, and application of asphalt. Member Ball recommended that planned underground utilities or streetscaping projects be conducted concurrently with the paving project. Mr. Herron concurred and referred to past failures of paving project and that a scope of work had not been determined and landscaping improvements may be included. Mr. Herron then said the Commons landscaping conditions were being looked at and referred to damage from tree roots along Washington Avenue were visible in the street. Member Ball asked if the project was independent of the Metropolitan Planning Organization. Mr. Herron replied that it was.

Member Aker asked how long the project would take to complete once started. Mr. Herron estimated six to twelve months but was not sure. Member Aker then asked if angle parking as opposed to parallel parking would be feasible during the construction phase. Mr. Herron recommended that suggestions should be gathered and given to FDOT. Member Aker was ready to expedite the decision.

Member Eigenmann asked when U.S. Highway No. 1 was last resurfaced through downtown. Mr. Jardim did not know. Member Eigenmann felt that some sections were experimental and would be approximately two feet thick in areas and that FDOT had their hands full with the project. He felt new asphalts being used were better than asphalts used in the past.

Chairman Swank felt the current Garden Street resurfacing project had adverse affects on traffic lights up and down the street.

City Engineer Rich Votapka presented CRA a technical overview of the proposed project. He reviewed a map that outlined the traffic calming plan that resulted from a traffic study that was implemented. He highlighted speed message boards on streets that resulted in a reduction in speed by drivers and recommended a speed message board along with striping for traffic calming.

Member Ball clarified with Mr. Votapka the recommended changes in striping in the downtown area.

Vice-Chairman Ward discussed certain characteristics of the speed message board with Mr. Votapka that included: the size of the message board and distance from vehicles the board would detect speed. Mr. Votapka acknowledged that the message board had limited effect on reducing speed of vehicles with 15-foot driving lanes. Chairman Swank asked if the signal from the message board could be detected by a radar detector. Mr. Votapka replied that it would be.

Vice-Chairman Ward moved to authorize funding in the amount of \$15,000 for Downtown Traffic Calming improvements on northbound Washington Avenue (U.S. Highway No. 1) between South Street and Stephen House Way with funds from the CRA fund balance. Member Ball seconded the motion.

Vice-Chairman Ward was concerned when and how the money should be spent and felt if expenditures should be by phases by doing the striping first then reevaluating funds for the message board. Member Aker understood Vice-Chairman Ward and agreed that the speed message boards should be phased in. He also felt reflectors should be placed on the road adjacent to the curb in the downtown area. Mr. Herron replied that those recommendation would require funding authorization from the Department of Transportation. Member Ball agreed with Vice-Chairman Ward that a phase in of striping first followed by speed message boards if funding allowed. Member Eigenmann felt the entire project should be approved or delete the speed message board entirely. Mr. Votapka said that City Hall and the Fire Department could provide power to a lighted walkway. Member Eigenmann felt the cost of a lighted walkway would far exceed the \$15,000 allocation. Chairman Swank recommended the establishment of a set time of three to six months after completion of the striping project to consider the speed message board. Member Eigenmann felt more than \$20,000 would be spent and that \$15,000 would not cover the cost of the entire project.

Vice-Chairman Ward amended his original motion to state that he moved to authorize funding in the amount of \$15,000 for downtown striping with funds from the CRA fund balance for capital outlay projects and three months after striping completion evaluate the traffic calming effect to determine necessity and funding for the placement of an electronic speed board in the downtown area. Member Ball said his second held. The motion passed unanimously.

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Executive Director Harmer gave an update on the completion of the Redevelopment Plan Supplement. He requested CRA authorize submission to City Council for approval in February 2004. He reported that more work was needed in terms of editing and dates. Member Ball moved to authorize submission of the CRA Redevelopment Plan Supplement to City Council for approval in February 2004, Member Eigenmann seconded the motion. The motion passed unanimously.

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Executive Director Harmer initiated a discussion of CRA meeting schedule and form. Chairman Swank felt the CRA district was more active and demanded more time of council and staff. He also felt that a set time of one hour for meetings did not allow CRA to adequately address all issues. He further felt the CRA meeting should be moved to a day time separate from City Council meetings. He said the CRA in some cities transitioned to all citizen boards and recommended that action be discussed.

Vice-Chairman Ward agreed that more time was needed for CRA meetings and a separate day should be reserved.

Executive Director Harmer said he could provide a calendar when different boards and commissions met to allow CRA to use in considering the issue and recommended discussion at the next CRA meeting in February 2004. Chairman Swank polled CRA members for their initial thoughts. Member Ball felt more time for CRA issues was needed and favored changing the meeting times but felt more discussion as to CRA make up was needed. Member Eigenmann agreed with Member Ball that a better time was needed and he felt the current make up of CRA was appropriate. Vice-Chairman Ward felt Titusville could have multiple CRAs and referred to the City of Cocoa as a city with multiple CRAs. Member Aker agreed that the current make up of the CRA was fine unless multiple CRAs were established and he agreed that more time for CRA meetings was needed. Chairman Swank told Executive Director Harmer that the consensus of the CRA was to explore establishing a new meeting time.

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There being no members of the public who desired to speak, the meeting adjourned at 6:29 p.m.

The manager concluded his report by advising council of upcoming meetings/events.

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City Attorney's Report Attorney Severs

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The meeting adjourned at ##### p.m.