

West Melbourne-Brevard County
Joint Community
Redevelopment Agency

Chairman, Hal J. Rose
Vice Chairman, John Dittmore
Daniel Batcheldor
Pat Bentley
Daniel McDow
Stephen Phrampus
Andrea Young
Kristine Zonka



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West Melbourne-Brevard County Joint
Community Redevelopment Agency

Agenda

December 15, 2020, 6:00 p.m.
City Council Chamber

See notice regarding communications media technology and public participation
on page 2 of the Community Redevelopment Agency Agenda.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENT MEDITATION**
- 3. ROLL CALL**
- 4. SELECTION OF CHAIR AND VICE CHAIR FOR 2021**
- 5. APPROVAL OF AUGUST 11, 2020 MINUTES**
- 6. JOINT WEST MELBOURNE-BREVARD COUNTY COMMUNITY REDEVELOPMENT AGENCY MEETING SCHEDULE FOR 2021**

Recommendation: Adopt Resolution No. 2020-02 setting the 2021 meeting dates for the Community Redevelopment Agency.

- 7. PUBLIC COMMENTS**
- 8. ADJOURNMENT**

NOTICE REGARDING COMMUNICATIONS MEDIA TECHNOLOGY
AND PUBLIC PARTICIPATION

NOTICE IS HEREBY GIVEN that the West Melbourne-Brevard County Community Redevelopment Agency will hold a regular meeting at 6:00 p.m., on Tuesday, December 15, 2020, to which all persons are invited. The meeting will be conducted in City Council Chambers at the Veterans Memorial Complex, 2285 Minton Road, West Melbourne, Florida 32904. The meeting will be broadcast live and on demand for members of the public to view on the City's YouTube channel, which may be reached via links on the City's website (www.westmelbourne.org), or by entering the following address in your web browser: https://www.youtube.com/channel/UC0rw9-ZqduSTcs6uBNU7_ag. Notes on viewing the live stream may be found on the page immediately following this notice.

Pursuant to the United States Center for Disease Control social distancing guidelines, the City Council Chambers will be set up to insure six feet of physical separation between participants or protective shielding. Additional people will be accommodated respecting social distances in an adjacent overflow room in which the meeting will be broadcast live. Should members of the public seated in the overflow room wish to be heard, they will be invited into the City Council Chambers for the purpose of speaking at the appropriate time. Face coverings are required inside the City Council Chambers and all City facilities.

Anyone who wishes to provide public input without personally appearing at the meeting may do so by sending an email to citycouncil@westmelbourne.org. All emails must be received prior to 4:00 p.m. on Tuesday, December 15, 2020. All emails will be provided to the Board Members. Should you wish to have your comment read aloud by City staff at the meeting, please indicate that in your email. The reading of public comments received by email will be limited to three (3) minutes.

All persons and parties are hereby advised that if they should decide to appeal any decision made by the City with respect to any matter considered at the public meeting or hearing described in this notice, they will need a record of the proceedings, and for such purpose, said person or party 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 (Chapter 286, Florida Statutes). In compliance with the American with Disabilities Act (ADA), anyone who needs a special accommodation for this meeting should contact the City's ADA coordinator at 837-7774 at least 48 hours in advance of this meeting.



CRA AGENDA ITEM

December 15, 2020, 6:00 p.m. CRA Meeting

Approved for Submittal By:

Scott Morgan

Scott Morgan, City Manager

To Be Presented By:

Cynthia Hanscom

Cynthia Hanscom, City Clerk

To: West Melbourne-Brevard County Community Redevelopment Agency

Through: Scott Morgan, City Manager

From: Cynthia Hanscom, City Clerk

Date: December 15, 2020

SUBJECT

Selection of Chair and Vice-Chair

RECOMMENDATION

The West Melbourne-Brevard County Community Redevelopment Agency Board is asked to selection a Chair and Vice-Chair for the next year.

FISCAL IMPACT

There is no fiscal impact of this item.

DISCUSSION AND BACKGROUND

Section 163.356 of the Florida Statutes covers the creation of a Community Redevelopment Agency and indicates that a Chair and a Vice-Chair should be appointed among the members. Therefore, the Board is asked to select a Chair and Vice-Chair for the next fiscal year.

Currently the Chair is Hal Rose and the Vice-Chair is John Dittmore.

ATTACHMENTS

None



West Melbourne-Brevard County Joint
Community Redevelopment Agency

Minutes

August 11, 2020

1. CALL TO ORDER

Chair Rose called the workshop to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENT MEDITATION

Chair Rose led the Pledge of Allegiance followed by a moment of silence.

3. ROLL CALL

Attending in person: Chair Hal Rose, Vice Chair John Dittmore, and Board Members Pat Bentley, Andrea Young and Adam Gaffney.

Attending remotely: Board Members Barbara Smith and Daniel Batchelor.

Absent: Board Member Kristine Isnardi.

Board Member Young moved to excuse Board Member Isnardi. Chair Rose seconded the motion, which passed 7-0.

Also present in person: City Manager Scott Morgan, City Attorney Morris Richardson, Finance Director Margi Starkey, Information Technology Director Tom Bradford, and City Clerk Cynthia Hanscom.

Also attending remotely: Planning Director Christy Fischer and Public Works Director Mark Piccirillo.

4. APPROVAL OF MINUTES

Board Member Young moved to approve the minutes of May 19, 2020 as written. Board Member Gaffney seconded the motion, which passed 7-0.

5. Joint West Melbourne-Brevard County Community Redevelopment Agency Budget

City Manager Morgan presented a resolution to adopt the agency budget which was unchanged from the proposed budget reviewed in May. The budget estimates that the County and City would contribute \$232,000 in tax increment revenues. He reviewed the three expenditures items, which included the annual loan repayment, annual fee for required filing with the state, and the annual membership with the Florida Redevelopment Association. The remainder would be reserved to provide for future redevelopment along Ellis Road.

Chair Rose asked if the reserve was proposed to be provided to help the County. City Manager Morgan stated that the goal of the reserve is to see if there is opportunity for land purchase to provide for retention as part of the road widening project. The goal would be to partner with the County to provide funds to purchase the land. This would improve the area and create future tax increment growth.

Council Member Young moved to adopt Resolution No. 2020-01 approving the Joint CRA budget for fiscal year 2020-2021. Board Member Gaffney seconded the motion, which passed 7-0.

6. PUBLIC COMMENTS

There were no comments from the public.

7. ADJOURNMENT

There being no further business, the meeting adjourned at 6:07 p.m. The next meeting of the Agency is scheduled for Tuesday, December 15, 2020, at 6:00 p.m.

Hal J. Rose, Chair

Cynthia Hanscom, City Clerk



CRA AGENDA ITEM

December 15, 2020, 6:00 p.m. CRA Meeting

Approved for Submittal By:

Scott Morgan

Scott Morgan, City Manager

To Be Presented By:

Christy Fischer

Christy Fischer, Planning Director

To: Chair Hal Rose and West Melbourne-Brevard County
Joint Community Redevelopment Agency Board of Directors

Through: Scott Morgan, City Manager

From: Christy Fischer, Planning Director

Date: December 15, 2020

SUBJECT

West Melbourne-Brevard County Joint Community Redevelopment Agency 2021 Meeting Schedule

RECOMMENDATION

The Planning Director recommends that the CRA Board:

Adopt Resolution No. 2020-02 setting CRA Board meeting dates for 2021 as being on:

- **Tuesday, March 2, 2021**
- **Tuesday, May 18, 2021**
- **Tuesday, August 17, 2021**
- **Tuesday December 14, 2021**

FISCAL IMPACT

Florida Statutes requires the CRA to annually advertise its schedule of meetings. The advertisement is budgeted in the City Clerk's department.

DISCUSSION and BACKGROUND**Community Redevelopment Agency Annual Schedule**

Every community redevelopment agency in Florida is required to provide advance notice of its upcoming meetings. Staff prepared the attached proposed 2021 Board meeting schedule. If the Board approves the dates, then staff will publish an advertisement in the *Florida Today* newspaper. The listing of 2021 Board meeting dates will be also placed on the City's CRA web page.

Recommendation:

City staff is recommending that the West Melbourne-Brevard County Community Redevelopment Agency approve the four Board meeting dates for 2021.

ATTACHMENT

1. Resolution No. 2020-02.

RESOLUTION 2020-02

A RESOLUTION OF THE JOINT WEST MELBOURNE-BREVARD COUNTY COMMUNITY REDEVELOPMENT AGENCY SETTING THE MEETING SCHEDULE FOR THE CRA FOR THE CALENDAR YEAR 2021.

WHEREAS, the Community Redevelopment Agency is required by Section 189.015, Florida Statutes to annually advertise its schedule of meetings, and

WHEREAS, the Community Redevelopment Agency recognizes the need to establish a meeting schedule for the calendar year 2021 to conduct on no less than a quarterly basis at such times and places as it prescribes, and

WHEREAS, the Community Redevelopment Agency Board desires to establish its meeting schedule for calendar year 2021.

NOW, THEREFORE, BE IT RESOLVED by the Joint West Melbourne-Brevard County Community Redevelopment Agency that:

Section 1. The Joint West Melbourne-Brevard County Community Redevelopment Agency establishes a regular meeting schedule for 2021 on the following dates and times (except where conflicts occur):

Day	Date	Time
Tuesday	March 2	6:00 p.m.
Tuesday	May 18	6:00 p.m.
Tuesday	August 17	6:00 p.m.
Tuesday	December 14	6:00 p.m.

Section 2. This resolution does not affect the ability to schedule special meetings of the Community Redevelopment Agency or to reschedule or cancel regular meetings of Community Redevelopment Agency throughout the year.

Section 3. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this 15th day of December 2020.

Hal J. Rose, Chair

ATTEST:

Cynthia S. Hanscom, City Clerk

Approved as to form and content:

Morris Richardson, City Attorney