

West Melbourne-Brevard County
Joint Community
Redevelopment Agency

Chairman, Hal J. Rose
Vice Chairman, John Dittmore
Pat Bentley
Daniel Batchelder
Adam Gaffney
Kristine Isnardi
Barbara A. Smith
Andrea Young



CITY HALL
2240 Minton Road
West Melbourne, FL 32904
Phone: (321) 727-7700
Fax: (321) 768-2390
www.westmelbourne.org

West Melbourne/Brevard County Joint
Community Redevelopment Agency

Agenda

August 11, 2020, 6:00 p.m.
City Council Chamber
and via Communications Media Technology*

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENT MEDITATION**
- 3. ROLL CALL**
- 4. APPROVAL OF MAY 19, 2020 MINUTES**
- 5. JOINT WEST MELBOURNE-BREVARD COUNTY COMMUNITY REDEVELOPMENT AGENCY BUDGET**

Recommendation: Adopt Resolution No. 2020-01 approving the Joint CRA budget for fiscal year 2020-2021.
- 6. PUBLIC COMMENTS**
- 7. ADJOURNMENT**

NOTICE REGARDING COMMUNICATIONS MEDIA TECHNOLOGY
AND PUBLIC PARTICIPATION

NOTICE IS HEREBY GIVEN that the West Melbourne/Brevard County Joint Community Redevelopment Agenda will hold a meeting at 6:00 p.m., to which all persons are invited. The meeting will be conducted in City Council Chamber at the Veterans Memorial Complex, 2285 Minton Road, West Melbourne, Florida 32904, and by means of communications media technology. 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.

PLEASE NOTE: Pursuant to Governor DeSantis' Executive Order Number 20-69, issued on March 20, 2020, and section 120.54, Florida Statutes, local government bodies may utilize communications media technology, such as telephonic and video conferencing, for local government body meetings. In order to accommodate as many members of the public as possible, and in keeping with Centers for Disease Control social distancing guidelines, some members of the City Council will participate in the meeting via communications media technology.

Pursuant to Governor DeSantis' Executive Order Number 20-91, issued on April 1, 2020, and Centers for Disease Control social distancing guidelines, attendance in the City Council Chambers will be limited to ten (10) people. Up to ten (10) additional people will be accommodated 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.

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, August 11, 2020. All emails will be provided to the Chair and each of 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.

You may also request to appear at the meeting by telephone. To do so, please contact the City Clerk, Cynthia Hanscom, at chanscom@westmelbourne.org or by telephone at (321) 837-7774. All requests to appear telephonically must be received prior to 4:00 p.m. on Tuesday, August 11, 2020. Provide your name, address, and a telephone number at which you may be reached during the meeting. You must indicate the specific agenda item on which you wish to be heard (for example, Item 10. Public Forum, if you wish to make a general public comment). You will be called at the number you provide during the public comment portion of the item on which you wish to speak. We will make only one attempt to call you. You are responsible for insuring that your telephone line is open, and that you answer the call when it is made. For best results, please follow the live broadcast of the meeting on the City's YouTube channel.

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.



West Melbourne/Brevard County Joint
Community Redevelopment Agency

Minutes

May 19, 2020

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENT MEDITATION

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

3. ROLL CALL

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

Attending remotely: Board Members Pat Bentley, Kristine Isnardi, Barbara Smith and Daniel Batchelor.

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

Also attending remotely: Finance Director Margi Starkey, Public Works Director Mark Piccirillo.

1. APPROVAL OF MINUTES

Board Member Gaffney moved to approve the minutes of March 3, 2020 as written. Board Member Young seconded the motion, which passed 8-0 in a roll call vote.

2. FY 2020-2021 JOINT WEST MELBOURNE-BREVARD COUNTY CRA BUDGET AND WORK PLAN

City Manager Morgan presented the FY2020-2021 draft agency budget and work plan. He noted that this was required to be submitted to the West Melbourne City Council and the Brevard County Board of Commissioners. He stated the budget would include the same items as before, which is \$175 for required filing with FDEO and \$275 for annual membership

in the Florida Redevelopment Association, and to make the loan payment to the City of West Melbourne for the start-up and lighting project along U.S. 192. There was a positive fund balance and it was proposed to reserve funds for a future year property acquisition for stormwater retention project for supporting the future widening of Ellis Road.

Mayor Rose asked if funds could be set aside for acquisition of land for water retention along U.S. 192 to help that area grow. City Manager Morgan stated that it would be an eligible activity under the adopted master plan for a future year project. However, the Ellis Road widening was a major project nearing design completion, so this project was more imminent.

Board Member Bentley moved to recommend the proposed October 1, 2020, to September 30, 2021, Agency budget and work plan to the West Melbourne City Council and the 2020-2021 work plan to the Brevard County Board of County Commissioners. Board Member Gaffney seconded the motion, which passed with an 8-0 roll call vote.

3. PUBLIC COMMENTS

Board Member Isnardi reported that the Ellis Road interchange on Interstate 95 would be opening very soon.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 6:10 p.m. The next meeting was scheduled for Tuesday, August 11, 2020, at 6:00 p.m.



Hal J. Rose, Chairman

Cynthia Hanscom, City Clerk



AGENDA ITEM

August 11, 2020 Joint CRA Agenda

Approved for Submittal By:

_____ Scott Morgan, City Manager
To Be Presented By:

_____ Scott Morgan, City Manager

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

From: Scott Morgan, City Manager

Date: August 11, 2020

SUBJECT

Joint West Melbourne-Brevard County Community Redevelopment Agency Budget

RECOMMENDATION

The City Manager recommends that the Joint West Melbourne-Brevard County Community Redevelopment Agency Board:

Adopt Resolution No. 2020-01 approving the Joint CRA budget for fiscal year 2020-2021.

FISCAL IMPACT

The proposed 2020-2021 budget of the West Melbourne-Brevard County Joint Community Redevelopment Agency consists of projected revenues of \$464,000, budgeted expenditures of \$100,450, and a reserve set aside for future year Ellis Road Corridor property acquisition purposes.

DISCUSSION

Background

On May 19, 2020, the Joint West Melbourne-Brevard County Community Redevelopment Agency Board reviewed the proposed 2020-2021 budget and work plan for the Community Redevelopment Agency. The Board recommended approval of the proposed budget to the West Melbourne City Council and the proposed work plan to the Brevard County Board of County Commissioners.

The Joint Community Redevelopment Agency is a dependent special district subject to Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (the “Special District Act”). The Special District Act requires all special districts, including dependent special districts such as the Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution.

The Proposed Budget

The proposed 2020-2021 Joint CRA budget may be summarized as follows:

It is projected that 2020-2021 tax increment will be approximately \$464,000. Under the adopted three-party Interlocal Agreement, the estimate is that the County and City will each will contribute \$232,000 to the Joint CRA in 2020-2021.

Proposed Agency expenditures for 2020-2021 consists of just three items, all of which are consistent with the adopted delegation of authority, the adopted CRA Plan, and the executed three-party Interlocal Agreement. Proposed Joint CRA expenditures totaling \$100,450 consist of:

1. The annual principal loan repayment to the City of West Melbourne in the amount of \$100,000 for the fiscal year 2020-2021 scheduled principal payment on the no-interest loan the City advanced the Agency to start up operations and to pay the non-grant Redevelopment share of the U.S. 192 street lighting project.
2. The annual \$175 fee due the State of Florida to accompany the required annual report of all special districts in Florida.
3. The annual \$275 membership in the Florida Redevelopment Association.

In addition to these budgeted expenditures, in accordance with the strategic direction given at the May 19, 2020, CRA workshop, a reserve in the September 30, 2021, estimated total amount of \$916,000 (consisting of the sum of the estimated September 30, 2020 fund balance plus the estimated fiscal year 2020-2021 Agency revenues in excess of expenditures) is established for a future year property acquisition for future stormwater improvement purposes along the Ellis Road Corridor in support of the County’s upcoming Ellis Road widening project and future commercial redevelopment along the Corridor.

Recommendation

In order to achieve compliance with the requirements of the Special District Act, the Joint Community Redevelopment Agency Board should adopt the previously considered budget by resolution.

ATTACHMENT

1. Proposed Resolution No. 2020-01.

RESOLUTION NO. 2020-01

A RESOLUTION OF THE JOINT WEST MELBOURNE-BREVARD COUNTY COMMUNITY REDEVELOPMENT AGENCY ADOPTING THE BUDGET FOR FISCAL YEAR 2020-2021 BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Joint West Melbourne-Brevard County Community Redevelopment Agency (the "Community Redevelopment Agency") was created pursuant to Chapter 163, Part III, Florida Statutes; and

WHEREAS, the Community Redevelopment Agency Board reviewed and approved a budget and work plan for the Community Redevelopment Agency at its meeting on May 19, 2020, and recommended approval of said budget and work plan to the West Melbourne City Council and the Brevard County Board of County Commissioners, respectively; and

WHEREAS, the Community Redevelopment Agency is a dependent special district subject to Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (the "Special District Act"); and

WHEREAS, the Special District Act requires all special districts, including dependent special districts such as the Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution; and

WHEREAS, the Community Redevelopment Agency desires to comply with the requirements of the Special District Act and takes this action in order to do so.

NOW, THEREFORE, BE IT RESOLVED BY THE JOINT WEST MELBOURNE-BREVARD COUNTY COMMUNITY REDEVELOPMENT AGENCY BOARD, BREVARD COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing "Whereas" clauses are hereby ratified and incorporated as findings of the Board and the legislative intent of this resolution.

Section 2. Adoption of Budget. Pursuant to the Special District Act, the governing body of the Community Redevelopment Agency does hereby approve, ratify and adopt a budget, as set forth in **Exhibit A** attached hereto, for Fiscal Year 2020-2021, beginning October 1, 2020 and ending September 30, 2021.

Section 3. Severability. If any clause, section or provision of this Resolution shall be declared unconstitutional or invalid for any reason or cause, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of said Resolution, which shall remain in full force and effect.

Section 4. Effective Date. This Resolution shall become effective immediately upon passage and adoption, and the budget adopted and approved by this Resolution,

once approved by the West Melbourne City Council, shall be effective as of October 1, 2020.

PASSED AND ADOPTED BY THE JOINT WEST MELBOURNE-BREVARD COUNTY COMMUNITY REDEVELOPMENT AGENCY BOARD, BREVARD COUNTY, FLORIDA THIS 11th DAY OF AUGUST, 2020.

ATTEST:

JOINT WEST MELBOURNE-BREVARD
COUNTY COMMUNITY REDEVELOPMENT
AGENCY BOARD

Cynthia Hanscom, City Clerk
City of West Melbourne

Hal J. Rose, Chairperson

Approved as to legal form and content:

Morris Richardson, City Attorney

EXHIBIT A

West Melbourne/Brevard County Joint
Community Redevelopment Agency
Annual Budget



Fiscal Year 2020-2021

Community Redevelopment Agency
City Hall - 2240 Minton Road, West Melbourne, FL 32904
Phone: 321-837-7771 Fax: 321-768-2390

City of West Melbourne

Community Redevelopment Agency Trust Fund

Fiscal Years 2016-2017 Through 2020-2021

The City of West Melbourne and Brevard County has the only joint City-County redevelopment agency in Brevard County. Fiscal Year 2020-2021 will be the seventh year of the Agency's financial operations. The eight member Agency Board of Directors is composed of the seven elected members of the West Melbourne City Council plus the elected County Commissioner representing District 5. Initial operations were funded from a loan from the City of West Melbourne to the Agency.

City of West Melbourne
 Community Redevelopment Agency Fund Revenues
 Fiscal Years 2016-2017 Through 2020-2021

	Actual 2017	Actual 2018	Actual 2019	Approved Budget 2020	Proposed Budget 2021
Tax Increment	\$295,743	\$ 377,318	\$ 556,858	\$ 426,400	\$ 464,000
Total Revenues	\$295,743	\$ 377,318	\$ 556,858	\$ 426,400	\$ 464,000

City of West Melbourne
 Community Redevelopment Agency Fund Expenditures
 Fiscal Years 2016-2017 Through 2020-2021

	Actual 2017	Actual 2018	Actual 2019	Approved Budget 2020	Proposed Budget 2021
Other Charges & Obligations	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175
FRA Membership	-	245	-	275	275
U.S. 192 Lighting Coastal Lane to Pearl St.	11,781	1,294,669	-	-	-
Debt Service	-	-	-	100,000	100,000
Total Expenditures	\$ 11,956	\$ 1,295,089	\$ 175	\$ 100,450	\$ 100,450