

**MERRITT ISLAND REDEVELOPMENT AGENCY
MINUTES OF NOVEMBER 20, 2003**

Members Present: Bert Francis, II, Chairman
Santee Natowich, Vice-Chairman
Mike Selig
Roddy Kring
Bob Barranco

Members Absent: Ralph Perrone
Duane Watson

Agency Staff: Doug Robertson, MIRA Consultant
Helena Materna, MIRA Executive Secretary

County Staff: Scott Knox, County Attorney

Guests: Linda Wise, Tropical Realty/Subway

NEXT REGULAR MEETING SCHEDULED FOR DECEMBER 18, 2003, 2:00 P.M., MERRITT ISLAND GOVERNMENT CENTER, 2575 N. COURTENAY PARKWAY, ROOM 205, MERRITT ISLAND.

Chairman Francis called the meeting to order at 2:00 PM. All were present except those indicated above. Mr. Robertson reported that Mr. Perrone had been appointed to the MIRA Board to replace Michelle Daignault-Ives; however, he had a conflicting meeting with Tom Jenkins to discuss permitting procedures for the County.

The minutes of the October 23 and October 30, 2003 MIRA Board meetings were reviewed. Vice-Chairman Natowich made one grammatical correction on the October 30, 2003 minutes. Chairman Francis questioned whether it had been noted in the October 23rd minutes that there was no quorum for that meeting. Mrs. Van Ness indicated that these corrections would be made.

MOTION MADE BY BOB BARRANCO, SECONDED BY RODDY KRING, APPROVING THE MINUTES OF THE OCTOBER 23 AND OCTOBER 30, 2003 MIRA BOARD MEETINGS, AS CORRECTED.

Mr. Robertson interjected that Mrs. Van Ness would be leaving the Agency's employ and introduced the temporary secretary, Helena, who would be replacing her until the position had been filled.

Agenda Item No.1 – Discussion/Approval Re: Commercial Facade Improvement Applicants (Tropical Realty/Subway)

Vice-Chairman Natowich gave a brief overview of the Façade Improvement Application for Tropical Realty/Subway located on North Courtenay Parkway across from Home Depot. The application had been presented to the Beautification Committee in October; however, there had been some difficulties with receiving complete information from the contractors. The Beautification Committee felt that this

project would be ideal for the Façade Improvement Program. The application was re-submitted to the Beautification Committee for review at their last meeting. It was discovered, during the Beautification Committee's review, that several eligible items had been included in the project that were not included in the application. The Beautification Committee unanimously recommended the application for approval with the understanding that those eligible items (expenses) would be added to the contractor's total estimate. Vice-Chairman Natowich reported that all of the obligations in the applications had been met.

Vice-Chairman Natowich stated that two parcels of property were eligible for Façade Improvement Program funds. She interjected that these projects were the first successfully completed applications by the design consultant MIRA had hired. These two buildings would be unified in a more appropriate manner. Vice-Chairman Natowich introduced Ms. Linda Wise, the owner and applicant of Tropical Realty & Investment.

As background, there would be two (2) grants for two (2) parcels of land at \$5,000 each for a total of \$10,000. These parcels had been separately owned and taxes had been separately paid. The Subway application had a total project cost of \$11,869.11 and the Tropical Realty application totaled \$10,251.83. Chairman Francis stated that it should be clarified that for purposes of the Façade Improvement Program, the applications must be evaluated by parcel. Vice-Chairman Natowich stated that each project complied with the Façade Improvement Program criteria. Chairman Francis suggested that the driveway next to Dairy Queen and across from Tropical Realty/Subway be blocked off by a railing or with potted plants due to pedestrian traffic. Ms. Wise agreed to consider his suggestion of placing potted plants in that area.

MOTION MADE BOB BARRANCO, SECONDED BY RODDY KRING, TO APPROVE THE TWO FAÇADE IMPROVEMENT APPLICATIONS OF LINDA WISE, OWNER & APPLICANT FOR TROPICAL REALTY & SUBWAY SUB SHOP FOR TWO SEPARATE PARCELS, NOT TO EXCEED \$5,000 EACH. MOTION PASSED UNANIMOUSLY.

Agenda Item No. 2: Approval Re: Preliminary Engineering Proposal from Bussen-Mayer Engineering Inc. for N. Tropical Trail and Merritt Avenue

Mr. Robertson reminded the Board that at the last meeting some discussion had been held regarding reinstating Phase III of the Merritt Park Place Project. This involved improvements to N. Tropical Trail and Merritt Avenue such as a new sidewalk system, improved drainage (where problems exist), landscaping and potential intersection improvements at SR 520 and North Tropical Trail.

Mr. Robertson distributed a proposal from Bussen-Mayer Engineering Group for Phase III. He indicated that while a proposal had been submitted in the past, modifications were necessary due to topographical work which had been conducted in the area in preparation for stormwater improvements not related to Phase III as well as MIRA placing additional emphasis on the intersection improvements.

To be specific, the pre-engineering proposal would review all of the issues and provide MIRA with cost estimates and preliminary information as to how those improvements could be achieved. The proposed subject area included the south side of Merritt Avenue from North Tropical Trail to Parnell Avenue.

Chairman Francis suggested that the subject area should include Grove and McLeod Streets and end at North Courtenay Parkway. Mr. Robertson stated that he had discussed the issue with Mr. Mayer, who indicated his willingness to make that change in the scope of services.

Mr. Robertson stated that he had spoken with John Denninghoff, the Transportation Engineer for the County Public Works Department, and determined that Brevard County had no plans to perform any work in the subject area; however, Mr. Denninghoff expressed appreciation for MIRA's involvement and requested that Brevard County be informed of any future work in the Merritt Park Place Area. Mr. Robertson indicated that Brevard County was completing a stormwater retention study on the west side of North Tropical Trail and opined that there was a possibility that the two projects could be conducted in tandem.

***** MOTION MADE BY MIKE SELIG, SECONDED BY VICE-CHAIRMAN NATOWICH, TO ACCEPT THE PRELIMINARY ENGINEERING PROPOSAL FROM BUSSEN-MAYER ENGINEERING GROUP, INC. NOT TO EXCEED \$12,800.00. MOTION PASSED UNANIMOUSLY.**

Agenda Item No. 3 – Beautification Committee Report

Vice-Chairman Natowich discussed the Beautification Committee recommendation of Fran Quattrocchi as its newest member. Ms. Quattrocchi had been a recent successful applicant for the Façade Improvements Program for her property located at 130 N. Tropical Trail. She was impressed with MIRA's efforts in the community and indicated a willingness to serve on the Beautification Committee.

MOTION MADE BY BOB BARRANCO, SECONDED BY RODDY KRING, TO APPOINT FRAN QUATTROCCHI AS A MIRA BEAUTIFICATION COMMITTEE MEMBER. MOTION PASSED UNANIMOUSLY.

Vice-Chairman Natowich reported to the MIRA Board that the nomination for the Beautification Award for the month of November was Mila Elementary. In preparation for their 50th anniversary, the area had been cleaned up, some areas were reclaimed and landscaping installed. Vice-Chairman Natowich thanked Mr. Kring for his assistance with the project.

MOTION MADE BY BOB BARRANCO, SECONDED BY RODDY KRING, TO APPROVE THE MIRA BEAUTIFICATION AWARD TO MILA ELEMENTARY. MOTION PASSED UNANIMOUSLY.

Vice-Chairman Natowich commended Gwen Smith, a past Façade Improvements Program applicant, who had continued to maintain the landscaping that was installed as part of the FIP project. She reported that the Beautification Committee recommended an award be presented to Ms. Smith for maintaining her property located at the corner of SR 520 and Grove Street.

MOTION MADE BY SANDEE NATOWICH, SECONDED BY RODDY KRING, TO APPROVE THE MIRA BEAUTIFICATION AWARD TO GWEN SMITH. MOTION PASSED UNANIMOUSLY.

Vice-Chairman Natowich indicated that the presentation of the plaque to Walt Dyer for completion of his FIP project would be scheduled in the near future.

Vice-Chairman Natowich urged the MIRA Board to drive by the Sykes Creek/Ulumay area. The MIRA Beautification Committee had adopted the area for Brazilian Pepper Tree eradication. She indicated that much work had been completed in the area; however, in the recent past, severe damage had been done to the mangrove trees which would probably result in plant deaths. In accordance with EPA regulations, a permit would be needed to trim mangroves; however, this had not been obtained. In addition, the mangroves should not have been cut below a certain level. Vice-Chairman Natowich contacted Commissioner Pritchard's office to determine who had performed the work. She spoke with the County supervisor for these particular projects who took full responsibility for the error. In response to a question as to whether a fine would be imposed, Vice-Chairman Natowich indicated that the County would not be fined; however, initiatives would be installed through education of the EPA regulations. The Brevard County Road & Bridge Department would have to mitigate as well (preferably in the same area) and notification must be sent to the Beautification Committee in advance of work to be done in the future. Chairman Francis expressed his desire to review the Mitigation Plan and that the Beautification Committee continue to monitor the situation.

With regard to the removal of dead trees on SR520, the lowest bidder, Atlantic Tree Removal, would both remove the dead trees and fill in the holes. The other two estimates provided for stump grinding.

MOTION MADE BY VICE-CHAIRMAN NATOWICH, SECONDED BY MIKE SELIG, TO APPROVE THE PROPOSAL OF ATLANTIC TREE REMOVAL TO REMOVE THE DEAD TREES ON SR 520 AND FILL IN THE HOLES, NOT TO EXCEED \$560.

Agenda Item 4: Staff Report

Discussion Re: Change of Use Ordinance

Mr. Robertson reported that MIRA's request to exempt the Redevelopment Area from the Change of Use Ordinance was on the December 9 County Commission Agenda. He thanked Mike Selig, Ralph Perrone, Virginia Schenck, and Paul Vavala for attending the meeting in support of the request. The entire Redevelopment Area was not excluded due to State health and safety issues; however the Commission conceded that the Merritt Park Place Area would be exempted from the Ordinance. Mr. Selig suggested a letter be written requesting a date when the issue would be brought back before the Commission. Chairman Francis requested that Mr. Robertson work with the County Commissioners on the issue.

Mr. Selig interjected that the County Commission's motion directed County staff to analyze something that would be common to the whole county but gave MIRA relief in the Merritt Park Place Area for now.

MIRA will be charged rent by Facilities Management Department

Mr. Robertson reported to the Board that the County Facilities Management Department would begin charging MIRA rent (an estimated \$13,500/year) as part of their new policy. The figure was not based on square footage nor a market rate, but on a percentage of ad valorem funds that comprised the budget. Mr. Robertson was directed to determine the square footage of the current office space and review alternatives. He reminded the Board that the reason MIRA originally moved into the building was due to the fact that no rent would be charged to the Agency.

In response to a question from Mr. Barranco, Mrs. Van Ness indicated that the Health Department would be located on the first floor in the prior space of the License /Tag Division.

Budget Adjustments

Mr. Robertson reported that several budget adjustments would need to be completed in the next month. He stated that Mrs. Carta had indicated a willingness to help out during the transition period. The Board approved the suggestion of bringing Mrs. Carta in to work with the Agency.

With regard to budget, Chairman Francis indicated that prioritizing projects in a five-year plan for the MIRA Capital Improvements Program would be discussed at the next Board meeting. Mr. Selig made several valid suggestions, including obtaining appraisals and expanding the MIRA boundary to Lucas Road.

Agenda Item No. 9 – Other Business

No other business.

**MOTION MADE BY VICE-CHAIRMAN NATOWICH, SECONDED BY BOB BARRANCO, TO ADJOURN.
MOTION PASSED UNANIMOUSLY.**

Meeting adjourned at 3:00 p.m.