

MERRITT ISLAND REDEVELOPMENT AGENCY BOARD OF DIRECTORS
Meeting Minutes December 08, 2022 – 2:00 PM

MEMBERS PRESENT

Marcus Herman, Chairman
Eddie Lebron, Vice-Chairman
Wendy Ellis
Andy Barber
Nicole Morgan
Jack Smink
Jack Ratterman

MEMBERS ABSENT

AGENCY STAFF

Larry Lallo, MIRA Executive Director
Stefani Maduskaie, Community Redevelopment Manager
Cheryl Hurren, Exec. Assistant/Clerk
Justin Caron, County Attorney's Office

GUESTS

Linda, Brandt, BRC/Brandt Ronat
Donn Weaver, Veterans Memorial
Jeffrey Ball, Planning & Development
District 2 Commissioner Tom Goodson
Kim Rezanka
Ross Abramson
Amy Worsham

CALL TO ORDER AND ROLL CALL

The Board began with the Pledge of Allegiance. Chairman Herman welcomed Commissioner Tom Goodson and several guests to the Board meeting, and called the meeting to order at 2:00 p.m. Ms. Hurren took roll call.

PUBLIC COMMENT/ANNOUNCEMENTS: None

I. Consent: (action item)

- A. Approval of August 25, 2022 Minutes.
- B. Project Updates and Status Report.

Project Status Updates were approved as part of the Consent Agenda with some items pulled by Executive Director to discuss with no changes.

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Board Member Wendy made a motion to approve the Consent Agenda. The motion was seconded by Board Member Barber. The motion was unanimously approved.

II. Development Presentations:

A. Commercial Façade Improvement Program (CFIP)

The status of the Commercial Façade Improvement Program was discussed. It was understood that the program in prior months was being recommended for removal by the Board of County Commissioners. This will be addressed during the Redevelopment Plan Draft Update process. It was noted that there are some grants pending final approval. If removed or paused, Web Site features about the program will be modified, to share this work as a former program achievement.

Board Member Ellis made a motion to recommend the CFIP Program be paused, at this time, subject to future economic conditions warranting removal or approval as to the Redevelopment Plan Update. The motion was seconded by Board Member Barber. The motion was passed 5-2 with Nicole Morgan and Jack Smink voting no.

B. 505 Fortenberry Multi Family Residential Project (15.2 Acres) NDA Merritt Project Zenith, LLC Request to Rezone Property from BU-1/BU-2 and removal of two existing BDP agreements. Executive Director Lallo provided background information about the project. Kim Rezanka representing the applicant provided a detailed presentation. Mr. Ross Abramson representative of the developer, Woodfield Development LLC, shared a site plan and a future project rendition with members of the Board. There was discussion requesting clarification about the timing and sequence of the MIRA review process. The Board requested to be notified of any highly significant concerns about the project. The Board will have another opportunity to review with the final site plan submittal.

Board Member Ellis made a motion to recommend approval of the rezoning application to the Brevard County Planning and Zoning Department. The motion was seconded by Board Member Smink. The motion was unanimously approved.

NEW BUSINESS:

A. 2023 Board Meeting Calendar

The Calendar was reviewed by the MIRA Board Members.

Board Member Barber made a motion for approval of the 2023 Board Meeting Calendar. The motion was seconded by Board Member Morgan. The motion was unanimously approved.

B. US EPA Community Assessment Grant Award, Work Plan and Task Order

Staff Member Stefani Maduskuie and Amy Worsham, Stantec Consultants Inc. shared in a presentation about the Program status and next steps, noting that MIRA is the first CRA in Florida to directly receive this Award. There was considerable discussion in regard to the process, the Scope of Work of the Consultant and the levels of involvement and oversight by EPA in the process.

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Board Member Barber made a motion that: The MIRA Board accept the terms and conditions of the USEPA MIRA Cooperative Agreement Recipient (CAR); That the MIRA Board shall serve as the Program Advisory Board; and That the MIRA Board hereby re-affirms approval of the US EPA approved Program Work Plan integral to administrating the Award program; and the MIRA Board approves staff to prepare, execute, and enter into all necessary Task Orders required to implement the Work Plan with Contractor Stantec Inc. (Qualified Environmental Professional (QEP) provider firm); with EPA oversight as required by the Award/Work Plan; and with Staff consulting Legal Counsel on the final template and format for the Task Orders; with Stantec Consultants Inc per the Work Plan, preparing quarterly reports; with Staff presenting the Quarterly reports to the MIRA Board as they are received; and acknowledges that Stefanie Maduskuie as recommended by Executive Director Lallo and as accepted by the USEPA is the designated Project Manager for the program.

The motion was seconded by Board Member Morgan. The motion was unanimously approved.

C. Creative Services Contracts

Community Redevelopment Manager Stefani Maduskuie advised that MIRA is now into the 2nd year of the three-year Creative Services contract with Brandt Ronat. Web Site hosting services shall continue per the contract at \$264 per year. Web Site Technical Maintenance per contract has been negotiated at \$375 per month (\$4,500 annually), and approved by Executive Director Lallo. Additional Creative and Web Site Services are on an as needed and approved basis per the Creative Services Agreement within the framework of MIRA budget and Board required approvals.

The MIRA Board considered a modification of the contract with Rock Paper Simple's Creative Services/Social Media Contract so as to eliminate social media services, retaining professional creative services as needed. Staff would manage social media in house, working within certain time limitations - possibly Wendy Ellis and other volunteers will be of assistance. Staff may request an intern to assist MIRA with this and various other tasks.

Board Member Ellis made a motion affirming approval of the Web Site technical maintenance at \$375 per month for Brandt Ronat to continue minimal maintenance as needed; and that we modify the contract to discontinue Social Media Services. Staff will conduct the social media work element in house, prepare a proposed amendment to the contract with Rock Paper Simple, and enter into same; or terminate the agreement with 30 days' notice per the contract terms, if an amendment is not approved by Contractor. The motion was seconded by Board Member Smink. The motion was unanimously approved.

D. RFP for Redevelopment Area Maintenance Services (General Project & Transit Shelters)

Executive Director Lallo advised that it has become increasingly difficult to effectively administrate maintenance on MIRA projects in the Redevelopment Area along with conducting the MIRA mission, however necessary, given the limitations of County resources. Also, there are maintenance requirements of MIRA for certain projects within via interlocal agreements with the County. Getting the work accomplished requires utilizing

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required Brevard County procurement, payment and review requirements. In addition, there are increasing expectations that MIRA provide for maintenance of its non-infrastructure investments, excepting for example landscaping of streetscaping on the SR 520; SR 3 corridors and Merritt Park Place areas. One way to improve our ability to get this work done may be to procure these services through an RFP process. There was discussion about our maintenance obligations.

MIRA Board Member Ratterman, made a motion that MIRA authorize Executive Director Lallo to prepare Scopes of Work (SOW), working with Brevard County Procurement, and Legal Counsel in preparation and solicitation of an RFP with goal of selecting one or two or more contractors, for either, or both services. The motion was seconded by Member Ellis. The motion was unanimously approved.

E. Board Member Search and Recommendations
Agency Board Member Barber, and Eddie Lebron have terms of office expiring on December 31, 2022. Commissioner Goodson is requesting the Staff and Board research and make Board Member recommendations to him. Staff is to prepare a Board Member communication and solicitation. Board will review and approve process at the January 26, 2023 meeting to recommend candidates to Commissioner Goodson.

There was a motion by Wendy Ellis, and a second by Jack Smink with unanimous approval by the Board, that if technically and legally permissible, and if Agency Members Lebron and Barber are willing to serve, that both members continue to serve MIRA for another term. In the interim, Board Members Eddie Lebron and Andy Barber shall continue to serve on a meeting to meeting basis.

IV. Ongoing/Old Business

A. Redevelopment Plan Draft Update

Executive Director Lallo briefed the MIRA Board on the Redevelopment Plan Updates that staff have been working on presented to the Brevard Board of County Commissioners. We have received a Memo that a Redevelopment Plan Update Draft is to be brought to the Commissioners at the earliest convenience of MIRA.

There was consensus by the MIRA Board that staff should move forward, with setting up a workshop in February to prepare for responding to the Redevelopment Update draft directives of the County Commissioners. At the workshop staff will present an outline and schedule of the required work, and legal steps necessary to bring this to completion. If necessary, staff will make a recommendation on a Consultant to assist.

There was additional discussion that MIRA review proposing an additional TIF district covering N Courtenay and qualified areas of need on North Merritt Island. Staff will review small studies

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and discuss with Commissioner Tom Goodson. Concerns were expressed, that if this were to happen, it is not likely the BoCC would extend the sunset date for MIRA.

The MIRA Board set a goal to complete and submit the Redevelopment Plan Draft update, to the MIRA Board no later than the June Board Meeting. Once approved it would be submitted to the County Commissioners. Staff will work with Chairman Herman to set a date and prepare for the Redevelopment Plan Update workshop.

B. Amphitheatre/Veterans Memorial Park Project Update

Director Lallo advised that RZK Amphitheatre Architectural Plans are completed, subject to changes required by Site Plan Engineering, and permit review process or other changes. The Schedule for project completion milestones was prepared and presented by Mike Dunlap of Brevard County Facilities department. DRMP will soon be completed with Site Plan Engineering Modifications. Then the project goes to the permitting stage, then procurement stage (bidding), then construction contract is awarded and executed.

(Must have Shovel in the Ground by October 6, 2023)

V. Board Reports and Presentations:

Marcus Herman, Chairman: Inquired about the status of the construction at the U Haul Site; and status on use of the electronic Signage at Kiwanis Park, and concerned about contractor location sprays on our pavement markers.

Eddie Lebron, Vice-Chairman: No Report

Andy Barber: Inquired about storm water reach of extension for redevelopment of the Erdman site.

Wendy Ellis: No Report

Nicole Morgan: Shared a model for the Tom Vani Plaque.

Jack Smink: No Report.

Jack Ratterman: No Report

Director Lallo: No Report

Stephani Maduskuie, Community Redevelopment Manager: No Report.

Justin Caron, Assistant County Attorney: Activity at Doc's Bait House has picked up substantially.

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Adjourned at 5:15 p.m.

The next regularly scheduled meeting of the MIRA Board of Directors is on January 26, 2023 at 2:00 p.m.

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