



BOARD OF COUNTY COMMISSIONERS

Rita Pritchett, District 1 Commissioner

2000 South Washington Avenue, Ste. 2

Titusville, FL 32780

(321) 607-6901

www.brevardfl.gov

CORRECTED

PORT ST. JOHN SMALL AREA STUDY

Meeting Minutes

September 26, 2019

5:00 PM

PORT ST. JOHN COMMUNITY CENTER

Committee Members Present

Steven Darling

Carmine Ferraro (Vice Chair)

Chris Kane

Vaughn Kimberling (Chair)

Maureen Rupe

John Wortham

Committee Members Not Present

Matt Denyer

Staff Present

Cheryl Campbell- Planning and Development

Amy Craddock- Legislative Assistant District 1

Jane Hart- Planning and Development

Public Present

Ann Bard, Jon Warner, Katie (last name not legible)

1. Call to order

The meeting was called to order at 5:00 p.m.

2. Determination of a quorum

A motion was made for 5 committee members to be present for a quorum by Chris Kane and seconded. The motion passed.

3. Approval of the minutes

Minutes for the August 15th, 2019 meeting were approved as distributed.

Public Comment – Jon Warner, 1059 Hibiscus Street Cocoa 32927. Stated he came to the August 29th meeting but was unaware that it had been cancelled because of Hurricane Dorian.

Staff informed the committee that the minutes of the meetings are now located on the District 1 website.

The committee asked if the minutes on the website were pre-approved or approved. Staff indicated that they are the pre-approved minutes. It was determined that if changes were made to the minutes, the minutes reflecting the changes would be resent to the committee members by staff for approval and the updated minutes would be placed on the District 1 website.

4. Old Business - Approval of the Boundaries

Cheryl Campbell indicated that at the last meeting the committee had questions on how the boundaries for the study were created. She stated that an email had been sent to each of the committee members explaining how the boundaries were created. She then briefly reviewed the boundaries.

Discussion ensued about the proposed boundary in relation to the Titusville City limit and the difference in the boundary for the Special District and the Small Area Study. Staff provided answers to concerns the committee had regarding each of these topics.

A motion was made to approve the boundary as proposed by Steven Darling and seconded. The motion passed.

5. New business

a) Community Survey Results

Jane Hart reviewed the community survey results. She stated that 739 surveys were completed online between August 15th and August 26th and there were 2 paper surveys returned.

Staff and committee members discussed the purpose of the survey. Staff indicated that the purpose for the survey was so the committee would understand what the residents of Port St. John would like to see in their community. Committee members feel the information collected will be very helpful.

Public comment- Ann Bard, 4900 Fay Boulevard Cocoa 32927. Stated her concerns with Code Enforcement. She would like homeowners in the area to take care of their homes. She also addressed traffic and road conditions on Fay Boulevard. She asked if retail stores could lower their signs to make the area look better.



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Committee member Steven Darling explained how various county departments operate and if residents have concerns or issues they can contact the specific department or the District 1 Commission Office for information.

Public Comment – Jon Warner, 1059 Hibiscus Street, Cocoa 32927. Stated that after a past hurricane he called the Road and Bridge Department and they were out the next day.

The committee suggested that the public be made aware of which department will be at the meetings ahead of time.

Public Comment – Ann Bard, 4900 Fay Boulevard Cocoa 32927. Stated she has reached out to Commissioner Pritchett’s Office in the past and the Commissioner has addressed her concerns promptly.

The committee asked for clarification on what they are responsible for and if there is a specific goal to attain. A suggestion was made to create a list and address a set topic for each meeting.

Staff stated their plan includes having individual county departments present at future meetings to answer questions. Staff informed the committee their responsibility is to provide recommendations to the Board of County Commissioners based on the information they have gathered during the study. This study will be a guide for future development in the community.

The committee briefly discussed annexation.

Public Comment – Ann Bard, 4900 Fay Boulevard, Cocoa 32927. Recalled an incident with a neighbor that involved Code Enforcement. Ms. Bard would like the committee to address some of the inconsistencies among homeowners and the way in which they keep their homes and belongings.

Public Comment – Jon Warner, 1059 Hibiscus Street, Cocoa 32927. Stated he does not want a Home Owners Association set up in Port St. John.

b) Annexation Policies

Staff stated that annexation falls under State Legislation. Staff explained that Brevard County code has very minimal verbiage pertaining to annexation. Staff reviewed examples of annexation by the county.

A committee member asked if an unincorporated area accepted a city's sewer and water; does that give the city rights for annexation. Staff stated that this is one of the tools for annexation. Committee members discussed with staff different scenarios that would allow for annexation.

c) Community Photographs Request

Staff asked committee members to look for any old photographs they may have of the Port St. John area to add to the Small Area Study. They stated it would show the character of the area. The committee asked if they could get photographs from community members as well.

6. Topics of Next Meeting

Staffed stated that the Director of Public Works, Corrina Gumm will be at the next meeting. She will talk about the boundary area and what is currently taking place within the boundary area from a Public Works stand point. She will also answer any questions the committee has about infrastructure or subjects related to the Public Works Department.

Committee members asked if the study will address land use, staff stated that the committee will be looking at land use during the study.

Public Comment – Jon Warner, 1059 Hibiscus Street, Cocoa 32927. Asked if the committee would be addressing the widening of sidewalks. Mr. Warner also gave suggestions on how to do this.

The committee suggested that Mr. Warner attend the next meeting on October 24th, so he could address the subject with the Public Works Director.

7. General Public Comment- None

8. Final Comments by the Chair and Committee Members

A committee member stated they would like the committee to create a list of topics for future meetings so time could be used wisely.

Cheryl Campbell stated that submitting topic suggestions for upcoming meetings should be done during the committee meetings.

Committee members were asked to tailor questions for the next meeting to subjects that Public Works can answer.

Staff stated that a representative from Natural Resources will be at the November 21st meeting.



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A committee member asked if the meetings could be extended to an hour and a half. The committee agreed to plan for the hour and extend the meeting if needed.

Staff stated meetings are scheduled through February, and the schedule of departments coming to speak will depend on what topics the committee wants to address.

Staff will be sending the committee examples of other Small Areas Studies.

9. Adjournment

Meeting adjourned at 6:01 pm

Minutes approved _____

