



**MERRITT ISLAND REDEVELOPMENT AGENCY BOARD OF DIRECTORS
Meeting Minutes January 29, 2018 – 2:00 AM**

MEMBERS PRESENT

Wendy Ellis, Chairman
Chris Cook, Board Member
Marcus Herman, Board Member
Tom Vani, Board Member
Cindy Thurman, Board Member

MEMBERS ABSENT

Eddie Lebron, Vice Chairman
Andy Barber, Board Member

AGENCY STAFF

Chuck Nelson, Executive Director
Christine Schverak, Assistant County Attorney
Cheryl Hurren, Interim Special Projects Coordinator

GUESTS

Liz Alward, Senior Legislative Aid, District 2 Commission Office
Bryan Potts, Tannath, RaceTrac
Mike Gordon, Gordon Architects
Samantha Moore, RaceTrac Petroleum
Tom Sullivan, Attorney, Grey Robinson
Susan Hall, Susan Hall Landscape Architecture

CALL TO ORDER AND ROLL CALL

Chairman Ellis called the meeting to order and completed a roll call of the Board Members.

PUBLIC COMMENT/ANNOUNCEMENTS

There were no public comments/announcements.

I. COMMERCIAL FAÇADE GRANTS

There were no Commercial Façade Grant Applications

II. ZONING PRESENTATIONS

A. Site Plan for RaceTrac at the Merritt Square Mall (17SP00024)

Bryan Potts, PE, Tannath Design; Samantha Moore, RaceTrac Petroleum and Tom Sullivan, PA, Grey Robinson were present to represent RaceTrac Petroleum, Inc. at the meeting. Director Nelson explained that the County has received a site plan for the Agency's review for a RaceTrac store to be located at the Northwestern entrance to the Merritt Square Mall. Various Board members expressed their concerns with the location, blocking the view of Macy's, one of the mall anchors. Additionally, there was concern with access to the store, the loss of parking for Macy's and the mall generally, and the inconsistency of placing a fueling facility and convenience store on the Mall property which would not necessarily attract shoppers to the mall. After a lengthy discussion, the Board voted to send comments to the Planning and Land Development Department including:



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1. The Site Plan Submittal Form references a Zoning Resolution, BDP and Variance. Has Planning and Development staff reviewed what, if any, impact or precedent those documents would have on this application? Did P&D staff find/review all Mall records to determine whether other documents exist that would be pertinent to this application?
2. It has been suggested by persons familiar with the Mall's history, that outparcel owners within the Mall are parties to an agreement that provides them the authority to approve or disapprove improvements or changes to the Mall. **The Agency Board requested that staff discuss this issue with the Mall owners to determine if said documents exist.**
3. It was indicated by the RaceTrac representatives that sufficient parking was available even with the significant loss of parking associated with the project. The Agency Board is concerned that the reduction of Mall parking, if continued, could affect the overall parking at the Mall. Has staff analyzed the impact of this project on Mall parking requirements?
4. The Agency's Board requests that all outparcel owners within the Mall (Macys, Sears, Dillards) receive notification of the proposed project for their comments and for them to determine if they have a "Right of Refusal".
5. Traffic exiting the Mall at the western-most Mall entrance which is routinely backed up 400 feet from SR520 to the internal intersection by Macys. Providing two entries to the project from this Mall entry road will cause cars and/or buses to stack on SR 520. These entries to the project should not be permitted.

A MOTION WAS MADE BY BOARD MEMBER THURMAN TO RECOMMEND NON-APPROVAL OF THE SITE PLAN, BASED ON THE CONCERNS AS NOTED IN ITEMS 1-5. STAFF WAS AUTHORIZED TO SEND A MEMO TO THE BREVARD COUNTY PLANNING AND DEVELOPMENT DEPARTMENT TO EXPRESS THE MIRA BOARD MEMBERS' CONCERNS AS LISTED IN ITEMS 1-5. THE MOTION WAS SECONDED BY BOARD MEMBER HERMAN AND PASSED UNANIMOUSLY.

B. Site Plan For Merritt Island Medical Properties 1, LLC (The Old Circuit City Property - 17ad00028)

Mike Gordon of Gordon Architects was present representing the owner of Merritt Island Medical Properties. Mr. Gordon indicated that the building is 33,000 square feet and there are four phases planned. In its final configuration, the property would be a one-stop medical center for seeing the doctor; going to the lab; radiology; and an ambulatory surgery unit. Mr. Gordon stated that Phases 1-3 would be developed within a 2-year plan; the surgery center is currently in design. The Board Members were pleased that the property would finally be utilized and encouraged Mr. Gordon to upgrade the landscaping to code at a minimum. Director Nelson spoke to Mr. Gordon about the employment benefit to the area and the possibility of having a future stormwater pond at the BJ's property that the owner could opt to tie into.



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A MOTION WAS MADE BY BOARD MEMBER HERMAN TO RECOMMEND APPROVAL OF THE SITE PLAN. THE MOTION WAS SECONDED BY BOARD MEMBER VANI AND PASSED UNANIMOUSLY.

III. PUBLIC PRESENTATIONS

There were no public presentations.

IV. CONSENT AGENDA

A. Approval of 12-14-17 Meeting Minutes

B. Approval of updated Master List of Motions as of 12-14-17

AT THE REQUEST OF CHAIRMAN ELLIS, A MOTION WAS MADE BY BOARD MEMBER VANI TO TABLE CONSENT AGENDA ITEM A, MINUTES FROM DECEMBER 14, 2017 AND ITEM B, MASTER LIST OF MOTIONS FROM DECEMBER 14, 2017. THE MOTION WAS SECONDED BY BOARD MEMBER HERMAN AND PASSED UNANIMOUSLY.

V. OLD BUSINESS

A. Merritt Island Website/Social Media - Executive Director Nelson

Executive Director Nelson indicated this item is on hold, pending the hiring of an advertising agency.

B. Landscape Update - Executive Director Nelson

Director Nelson requested that Susan Hall Landscape Architecture provide their quarterly report. Ms. Hall stated that the roadways are in very good condition overall and that Director Nelson has been a big help in getting the landscaping back on track. Jason Kelly from the County Landscape Dept. has been very responsive. Ms. Hall continued that there were some big items on S.R. 3 and S.R. 520 to deal with. On S.R. 3 across from Midas Auto Service, the median lost all but 1 Foxtail Palm. On S.R. 520 at the Causeway, several silver button trees and 1 Royal Palm were lost to an accident and the hurricane. The lost Junipers, which were under warranty, are scheduled for replanting around March 1st.

Director Nelson interjected that he was going to talk to Facilities about improving the landscaping at the Merritt Island Service Center. Board Member Herman asked why the 4 Foxtails died on S.R. 3. Ms. Hall responded that it may have been due to lack of water when FDOT turned off the irrigation. The wells are maintained by Jason Kelly and his crew; she has not come up with a mechanism to protect MIRA. Ms. Hall continued it would be helpful to know when the fertilizing is being done. **Director Nelson said he would see that Ms. Hall received a copy of the report.** The Board continued to discuss the landscaping. Board Member Cook asked if the Agency could recover any of the costs for damage plants due to the auto accident. **Director Nelson agreed to look into the accident to see if recovery costs were feasible.** Board Member Cook asked if an alternative replacement should be used instead of the Foxtails. Ms. Hall suggested the Board budget for replacing landscaping items and MOT costs yearly. Board Member Herman agreed and stated that he doesn't prefer Cabbage Palms and hoped Ms. Hall could determine why the Foxtail palms died. Board Member Vani asked if any testing had been done. **Ms. Hall agreed that she would take a soil sample. Ms. Hall indicated there were missing pavers in a couple of areas that needed replaced. Board**



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Member Herman stated he needed to have a conversation with Jim at Carrabas regarding meeting the terms of the agreement he previously signed with the AGENCY.

C. 55 N. Courtenay - Recommendation for Sale - Executive Director Nelson

Director Nelson shared he and Attorney Schverak are working to get an Agenda Request before the BoCC in February requesting permission to sell the 55 N. Courtenay property and negotiate the improvement terms of the sale.

D. Schedule Workshop for Discussion and Possible Changes to CFIP Policies & Procedures

Director Nelson recommended the workshop to discuss possible changes to the grant policies and procedures be held on Thursday, February 22, 2018 at 1:00 p.m. prior to the Board's regular meeting at 2:00 p.m. Board Member Herman was concerned that wouldn't be enough time. Director Nelson commented the discussion could continue over into the 2:00 hour.

A MOTION WAS MADE BY BOARD MEMBER HERMAN TO SCHEDULE THE WORKSHOP PRIOR TO THE BOARD MEETING ON FEBRUARY 22 AT 1:00 P.M. THE MOTION WAS SECONDED BY BOARD MEMBER VANI AND PASSED UNANIMOUSLY.

Ms. Hurren asked for the Board's direction to approve the matching façade grant payment of the Inmon Automotive Service, previously approved on May 2, 2017 for \$15,000.00. The Board supported the matching payment due to the extensive cost of replacing the roof.

A MOTION WAS MADE BY BOARD MEMBER COOK TO SUPPORT PAYMENT OF THE INMON FAÇADE GRANT IN THE AMOUNT OF \$15,000.00 AND TO EVALUATE PROCEEDING WITH UPGRADING ROOFS AS PART OF THE CFIP AT THE FEBRUARY 22ND WORKSHOP. THE MOTION WAS SECONDED BY BOARD MEMBER THURMAN AND PASSED UNANIMOUSLY.

VI. NEW BUSINESS - NONE

VII. REVIEW OF ACTION ITEMS AND BOARD REPORTS

A. Chuck Nelson, Executive Director

Director Nelson shared with the Board the Cone Road documents were being evaluated by the County Attorney's office for the sewer contractor portion of the project. It is anticipated the project will go out to bid soon. Board Member Vani asked if we were in line to keep our 319 Grant. Director Nelson replied in the affirmative, however, there is a separate question about the format. The question is, will the federal grant be able to reimburse work done by the Brevard County Public Works Department. At stake is about \$319,000.00, however, facilitating the work through Public Works has saved over a million dollars. Subsequently, there is a possibility that the Agency may have to come up with additional money. If the Agency can "self-perform", then the 319 Grant will be able to be used. If not, the Agency will have to pick up the difference. Board Member Herman stated that he thought the grant dollars were to help offset the costs of the occupants hooking-up to sewer. Director Nelson responded that there is a portion of the grant that is associated with the main line; however, the original bid came in at a



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million dollars over budget. The solution was having Public Works facilitate the work, He is trying to resolve the issue with the 319 Grant and “self-performing”, he hopes to have the answer at the February meeting.

Chairman Ellis asked the status of the Veteran’s project. Director Nelson stated that there is a meeting scheduled for tomorrow with Facilities and Joe Mayer to refine the numbers, which came in slightly higher than allocated. Fortunately, the Board already prioritized the improvement, in case something has to drop something off. The meeting should result in finalizing the numbers prior to meeting with the Committee.

Also under reports, Director Nelson indicated that he had filed to run for the District 2 Commission Office, and that he would be leaving the agency. He stated he could leave immediately or could assist with a transition, whichever was the pleasure of the Board. He recommended the Agency do a short-term ad to hire a Special Project Coordinator IV (County position) a/k/a Development Manager (MIRA) and a long-term ad for the Executive Director position; He offered to stay long enough to bring the “Development Manager” up to speed before exiting. Because the Agency is seeing more activity, it would be helpful to transition with training.

Chairman Ellis concurred with Director Nelson’s statements and offered her appreciation for the extra time Director Nelson was offering, in order to facilitate a transition. She stated that the extra time will give Director Nelson the ability to hire the Special Projects Coordinator IV/Development Manager, so that the Agency will have someone in place to step up when Director Nelson leaves.

Chairman Ellis added that she had conversation with County Manager Frank Abbate. Mr. Abbate said he wants the Agency to be successful and would work with MIRA to facilitate a smooth transition and help the Agency move forward; he wants MIRA to be successful in their projects. Mr. Abbate had hoped the 90-day window to review previous candidates for executive director was still open, however, it was determined that the timeframe recently expired. Board Member Vani asked if the Development Manager would be able to move up to the Director position and the answer was affirmative.

Director Nelson explained that the Commercial Park and Ride ordinance was moving forward for the County Commission to consider. Board Member Herman asked if the ordinance would control the type of pavement. Director Nelson replied the ordinance would address all the standards.

Director Nelson informed the Board the Beautification Committee met on January 18th, but there was no quorum. He indicated that in order for the Committee to stay abreast of what the MIRA Board is doing, they would now be receiving copies of the MIRA Board’s meeting packet. This may also encourage Beautification Committee Members to become future Board Members when a vacancy occurs. Board Member Herman stated the Committee was in need of additional members and that he planned to reach out to Keep Brevard Beautiful. Chairman Ellis asked if Beautification Committee Members had to live in Merritt Island; Board Member Herman said that he did not think they did. Chairman Nelson added that there was a good discussion at the Beautification Meeting, and that he was impressed with the level of interest members had in the



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redevelopment of Merritt Island. Chairman Ellis suggested that Keep Brevard Beautiful Chairman Tony Sasso would be a good member for the Beautification Committee. **Director Nelson agreed to reach out to Mr. Sasso and discuss him becoming a Beautification Committee Member.**

B. Christine Schverak, Assistant County Attorney

Attorney Schervak asked if the intent was to bring the advertisement for the available positions back to the MIRA Board as a motion was needed to request that Brevard County Human Resources post the advertisement.

A MOTION WAS MADE BY BOARD MEMBER VANI TO DIRECT CHAIRMAN ELLIS AND DIRECTOR NELSON TO TWEAK THE JOB DESCRIPTIONS AND REQUEST THAT THE BREVARD COUNTY HUMAN RESOURCES DEPARTMENT USE COUNTY STANDARDS TO POST THEM AS SOON AS POSSIBLE. THE MOTION WAS SECONDED BY BOARD MEMBER HERMAN AND PASSED UNANIMOUSLY.

C. Andy Barber, Board Member

Absent

D. Chris Cook, Board Member

Board Member Cook stated he attended the Key Lime Festival and that it was a great venue that could have used a band shell. Board Member Cook also discussed the dredging in North Merritt Island. Because there isn't enough storage, the muck is being transported off-site to a property owned by Crisafulli. Member Cook asked if there was another option. The Board discussed the removal of muck to other sites. **Director Nelson said he would look into options for moving the muck to another site.**

E. Marcus Herman, Board Member

Board Member Herman said he attended the B⁴ Summit at the Radisson at the Port and the grand opening of the Bike Share Program in Cape Canaveral. He was impressed by the event and by the Bike Share Program, and was anxious to see how it works out.

F. Cindy Thurman, Board Member

Board Member Thurman stated Cocoa had record-breaking attendance at the Economic Development breakfast; it was a great event.

G. Tom Vani, Board Member

Board Member Vani shared that at the last Port meeting the Board theoretically approved a master plan for the next 25-30 years. The plan didn't include any of their property on S.R. 528. He believes the Port will be involved in developing the property along S.R. 3 and that MIRA needs to be involved as well. Mr. Vani said he spoke with Director Nelson about this may be the time to approach the Port with a PowerPoint about MIRA and how they could partner with the Port.

Mr. Vani also stated he was unable to make the last Board meeting, but in reading the minutes noticed that the Griffis Landing fuel tanks came up. As he has installed over 100 tanks, his assistance is available, if needed. Lastly, he questioned the accuracy of the current minutes and had thought the Agency was in the process of getting someone to do accurate minute taking. Chairman Ellis stated that in the next budget cycle, the



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Agency needs to add a 3rd part-time position in the payroll line item instead of using the County's temporary service.

H. Eddie Lebron, Vice-Chairman

Absent

I. Wendy Ellis, Chairman

Chairman Ellis had nothing further to add.

A MOTION WAS MADE BY BOARD MEMBER HERMAN TO ADJOURN THE MEETING AT 4:35 P.M. THE MOTION WAS SECONDED BY BOARD MEMBER VANI AND PASSED UNANIMOUSLY.