



**REGULAR MEETING MINUTES
MELBOURNE DOWNTOWN REDEVELOPMENT COMMITTEE
CITY HALL COUNCIL CHAMBER
August 4, 2017 ● 8:00 A.M.**

1. A regular meeting of the Melbourne Downtown Redevelopment Committee was held in the Council Chamber at 900 East Strawbridge Avenue, and was called to order at 8:00 a.m. by Chairman Jack Ryals.

2. All present said the Pledge of Allegiance.

3. The following members were:

Present: Jack Ryals, Chairman
 JoAnn Davis, Vice-Chairman
 Trish Nichols, Member
 Randy Carmichael, Member
 Dan Porsi, Member
 Gerry Smith, Member
 John Lucas, Alternate Member
 Lisa Herendeen, Alternate Member

Absent: LeAnn Smithson, Member (excused)

Also Present: Doug Dombroski, Economic Development Manager
 Kelly Hyvonen, Planner
 Mary Wolak, Recording Secretary

4. Approval of Minutes:

a. March 24, 2017 special meeting.

Moved by Carmichael/Davis to approve the March 24, 2017 special meeting minutes as presented.

Motion carried unanimously.

b. June 9, 2017 regular meeting.

Moved by Carmichael/Davis to approve the June 9, 2017 regular meeting minutes as presented.

Motion carried unanimously.

5. Preliminary 2017-2018 Budget Overview

Mr. Dombroski mentioned the new proposed budget will go before City Council in September. He said the tax increment went up and there is a projected revenue increase of 6.5% for a total revenue of \$1,187,835. He said the County and the City have not adopted a millage rate yet so these estimates could change.

Mr. Dombroski explained that the biggest expenditure from operating expenses is the Melbourne Main Street (MMS) contract. He said the only debt services left is the Phase III New Haven Streetscape project which will be satisfied in February 2019. He said the CRA funds \$50,000 towards the Façade Improvement Program and \$10,000 for the Downtown Commercial Core Lighting Program. He mentioned that there will be painting, structural improvements and maintenance done to the Downtown archway and Riverview Park improvements continue to be funded annually. He said the archway will cost approximately \$25,000 for repairs and painting.

He said the current CRA reserves is approximately \$315,000 which will be used for the South Expansion Streetscape project. The five year capital improvement program includes the Riverview Park improvements which will be funded for the next two years.

Mr. Ryals asked how much time was remaining on the lease for the parking garage.

Mr. Dombroski said he believed it was originally 17 years and there were approximately five years left of payments, of \$300,000 annually.

Mr. Porsi asked about the personal services line regarding policing. He asked if "regular" policing was included in that figure.

Mr. Dombroski said \$20,000 covers evening policing over-time plus the community policing program.

Mr. Porsi thought \$25,000 was too much to spend to fix the archway.

Mr. Dombroski said Engineering received many estimates for this project and the budget is based on those estimates. The project is similar to mast arm painting projects throughout the city.

Mr. Porsi asked about the proposed hotel going in by Meg O'Malley's pub and asked if the CRA will pay to help it get established.

Mr. Dombroski said no existing funding will be used for that project. He said new revenue produced from that project would be used.

Ms. Davis asked about the 2017 grants in the budget. She thought the façade and lighting project grants' balance were currently less than \$80,000.

Mr. Dombroski believed that amount included the prior year revenue but he said the CRA approved \$40,000 going for the Façade Improvement Program and \$20,000 for the Downtown Commercial Core Lighting Program. He said he will provide an update at the next meeting. He thought it would be a good idea to have a discussion on how and where the CRA wants the Façade Improvement Program funding used in the new budget year.

Ms. Davis asked if there was more interest in façade grant inquiries for the south expansion or downtown.

Ms. Hyvonen said last year \$20,000 was set aside for the south expansion area but no owners moved forward. She said several business owners downtown, from north of Crane Creek, have expressed interest in the program, but there is no money available for that area.

A discussion took place between Ms. Hyvonen, Ms. Davis, Ms. Nichols and Mr. Dombroski on the several ways business owners are being informed about the Retail Core Commercial Lighting Program.

6. U.S. 1 Streetscape – Additional Contract Services for Engineering

Ms. Hyvonen said the Department of Transportation (FDOT) was contacted regarding the installation of the medians for the US 1 Streetscape project. She said there will be an additional survey done plus more engineering work that will cost approximately \$19,400.

Mr. Ryals asked once this work is completed, will traffic slow-down in that area.

Ms. Hyvonen said generally when you narrow lane widths, introduce medians and landscaping, it does have a tendency to slow traffic.

Moved by Davis/Nichols to recommend approval of the additional expenditure of \$19,400 for survey and engineering services in connection with the US 1 Streetscape project.

Motion carried unanimously.

7. Melbourne Main Street Report

Jarin Eisenberg, Melbourne Main Street Executive Director

Ms. Eisenberg said letters will be mailed to all property owners in Downtown Melbourne inviting them to meet at the end of August. She said they will talk about the downtown lighting program and hoped some will be interested in moving forward.

Ms. Eisenberg talked about Melbourne Main Street (MMS) membership and wayfinding. She said currently there are 132 members. She said 689 tickets were sold for the Fall Wine Festival and MMS's goal is to sell 1,500 tickets. She said they received a Florida Cultural grant for \$10,500 for the Melbourne Mural Project. She said this will allow six more mural projects to be done in the district. She said all the projects will be cash matched so the property owners will only pay half the cost.

Ms. Eisenberg said she had a tour with Embraer and they will partner with MMS. She said they are bringing in 36 potential employees. She said the Street to Home project continues to be successful and the City Manager is pleased with the progress so \$50,000 was put in the budget for 2017/2018 to continue this effort. She said MMS hosted a successful sidewalk sale in June and there will be a BMW preview event on August 24th.

Ms. Eisenberg announced MMS's offices will be moving to Vernon Place on September 1st.

8. Program and Project Updates

Ms. Hyvonen said many pavilions and picnic tables were installed at Riverview Park in addition to the new split rail fence.

9. General Public Comment

There was no public comment.

10. Additional Business

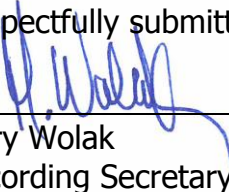
Mr. Porsi said he liked the lighted no right-turn sign near Melbourne Avenue and Strawbridge Avenue.

11. Adjournment

Moved by Carmichael/Nichols to adjourn at 8:38 a.m.

Motion carried unanimously.

Respectfully submitted,



Mary Wolak
Recording Secretary

Minutes Approved by the Melbourne Downtown Redevelopment Committee on: 10/6/17