

BAYFRONT COMMUNITY REDEVELOPMENT AGENCY

City of Palm Bay, Florida

Regular Meeting 2019-09

Held on Thursday, the 5th day of December 2019, at City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Bayfront Community Redevelopment Agency Office, City Hall Annex, Palm Bay, Florida.

The meeting was called to order by Chairperson Capote at approximately 6:30 p.m.

ROLL CALL:

CHAIRPERSON:	William Capote	Present
VICE-CHAIRPERSON:	Kenneth Johnson	Present
COMMISSIONER:	Harry Santiago, Jr.	Present
COMMISSIONER:	Jeff Bailey	Present
COMMISSIONER:	Brian Anderson	Present
COMMISSIONER:	James Ritter	Present
COMMISSIONER:	Aaron Parr	Present
BAYFRONT CRA ATTORNEY:	Jennifer Cockcroft	Absent

STAFF MEMBERS:

Joan Junkala, Bayfront CRA Administrator; Lisa Morrell; City Manager/Bayfront CRA Executive Director; Suzanne Sherman, Deputy City Manager; Danielle Crotts, Board Secretary; Juliet Misconi, Chief Procurement Officer; Christopher Little, Utilities Director; Gary Woodson, Public Works Director; Fred Poppe, Parks and Recreation Director; Greg Minor, Facilities Director; Laurence Bradley, Growth Management Director

CONSENT AGENDA:

There were no items to consider under Consent Agenda.

ADOPTION OF MINUTES:

1. Bayfront CRA Special Meeting 2019-08; November 7, 2019

Motion by Vice-Chairperson Johnson, seconded by Commissioner Santiago, to approve the minutes as presented. Motion carried unanimously.

☞ Ms. Junkala requested to withdraw Item No. 1, under New Business, from the agenda.

Motion by Commissioner Anderson, seconded by Vice-Chairperson Johnson, to pull Item No. 1, under New Business. Motion carried unanimously.

PUBLIC COMMENTS (NON-AGENDA ITEMS):

There were no Public Comments.

PRESENTATIONS:

There were no Presentations.

OLD BUSINESS:

There was no Old Business.

NEW BUSINESS:

1. Request for Proposal #56-0-2019, Brokerage Services

This item was withdrawn earlier in the meeting, after Adoption of Minutes.

2. Budget Amendment of the Bayfront Redevelopment Trust Fund for FY 2020

This item would accomplish removing funds that are not debt obligations, contractual obligations, or other legally required administrative expenses and place them into the Reserves account, per the Interlocal Agreement between the CRA, City and Brevard County.

Commissioner Bailey wanted to ensure that the proposed budget amendment was provided for review by Brevard County staff. He also asked if they had any comments or objections. Ms. Junkala stated the draft budget amendment was provided to the County and there were no additional comments or objections.

Motion by Vice-Chairperson Johnson, seconded by Commissioner Parr, to approve budget amendments pages 1 through 4 of the Bayfront Redevelopment Trust Fund in the amount of \$450,004.00 for Fiscal Year 2020. Motion carried unanimously.

Commissioner Bailey wanted to verify that the \$50,000.00 for proposed façade grant has been removed. Ms. Junkala confirmed the funds were removed and placed into the Reserves account.

3. 2020 Proposed Meeting Schedule of the Bayfront CRA Board

Commissioner Bailey asked if it was an option to consolidate the meetings of the Bayfront CRA Board and City Council, therefore some of the CRA agenda items could be added to the Regular Council Meeting to expedite action items. He felt that having two separate meetings on the same night can cause down time and waste taxpayer resources. Ms. Junkala stated she would need to consult with the City Attorney. Vice-Chairperson Johnson wanted to stay with Thursdays, as most of the commissioners would already be present for City Council meetings.

Motion by Commissioner Bailey, seconded by Vice-Chairperson Johnson, to approve proposed meeting schedule option one, holding Board meetings on Thursday's prior to Regular City Council meetings. Motion carried unanimously.

4. Request to cancel Regular Meeting scheduled for December 17, 2019

Motion by Commissioner Bailey, seconded by Vice-Chairperson Johnson, to cancel Regular Meeting scheduled for December 17th, 2019. Motion carried unanimously.

☞ OTHER AGENCY BUSINESS:

1. Commissioner Ritter term on the Bayfront CRA Board expires on December 20, 2019.

Applications were to be solicited at that night's Regular Council Meeting. Appointment was to occur at the January 2nd, 2020 Regular Council Meeting.

COMMISSIONER REPORTS:

Commissioner Parr mentioned an upcoming wrestling tournament at Bayside High School honoring the late Brevard County Sheriff's Deputy Barbara Pill, who was killed in the line of duty. He also advised he would be out of the country for three weeks beginning December 15th, 2019.

Commissioner Ritter thanked Ms. Junkala for helping with the removal of an abandoned motor home on Kirby Circle NE. He also thanked the City for keeping up with mowing along Main Street NE.

Commissioner Bailey wanted to ensure that when the Request For Proposal for Brokerage Services is sent out for bid, it be sent to all realtor associations or local organizations in that similar field. He asked for the Board's consensus on hiring two separate agents; one for commercial, and one for residential properties.

Commissioner Santiago mentioned that although some brokerage firms may specialize in one area, they may have divisions within the firm that specialize in other areas. He did not fully agree that going with two brokerages would be the most efficient option.

There was discussion on what was considered commercial versus residential properties.

Chairperson Capote explained that once the Request For Proposal process was complete, City Council would have the final say. In the meantime, the Board may make suggestions and recommendations to staff. He mentioned the broker(s) selected should not only specialize in commercial but also have some expertise in marketing marina/commercial waterfront property.


Commissioner Parr added that from his experience as a realtor, brokerage firms typically do have different divisions within that specialize in several areas. He agreed with Commissioner Bailey in that firms can bid on both if they wish to do so. He cautioned against aligning properties not what they are zoned to be in regard to listing them, as it may improperly market them.


Ms. Junkala stated she would be going through the list of surplus real estate between the CRA and City to select which ones, based on zoning and acreage, would be for commercial versus residential. Commissioner Parr suggested also looking at the location and land use in relation to how it is marketed.


Commissioner Santiago wished everyone a Merry Christmas and Happy New Year.

ADJOURNMENT:

The meeting was adjourned at approximately 6:52 PM.

X 
Kenneth Johnson
VICE-CHAIRPERSON

X 
Danielle Crotts
AGENCY SECRETARY

 Indicates item was considered out of sequence or added to the agenda.