Agenda Report

2725 Judge Fran Jamieson Way Viera, FL 32940



Consent

F.3. 7/8/2025

Subject:

Approval Re: Transportation Impact Fee Technical Advisory Committee for the South Beach District Project Funding Recommendations

Fiscal Impact:

If approved, \$381,435.00 in Transportation Impact Fees will be utilized for the project listed below. The Impact Fees that will fund the project recommendations have been collected in prior fiscal years and accumulate in Reserves for Capital Outlay until the projects are identified and approved.

Dept/Office:

Planning & Development/Budget Office

Requested Action:

It is requested that the Board of County Commissioners consider approval of the disbursement of \$381,435.00 in transportation impact fees in accordance with the recommendations prepared by the Transportation Impact Fee Technical Advisory Committee of the South Beach Benefit District and authorize the Budget Office to execute any budget change requests necessary for implementing this appropriation.

Summary Explanation and Background:

The Transportation Impact Fee Technical Advisory Committee of the South Beach District consists of representatives from the City of Indian Harbor Beach, Town of Melbourne Beach, City of Satellite Beach and Brevard County Public Works. On May 13, 2025, the committee met and unanimously approved following project funding recommendation:

City of Indian Harbor Beach (Appropriation of \$381,435.00). This project would consist of the removal of approximately 3,026 linear feet of existing five-foot wide sidewalk at Yuma Street and Osceola Drive in the City of Indian Harbour Beach and replacing it with an eight-foot-wide sidewalk. The project will expand pedestrian capacity and add ADA compliant landings in a corridor that includes an elementary school and a 25-acre park.

Clerk to the Board Instructions:



FLORIDA'S SPACE COAST

Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001 Fax: (321) 264-6972 Kimberly.Powell@brevardclerk.us



July 9, 2025

MEMORANDUM

Billy Prasad, Planning and Development Director TO:

Item F.3., Approval for Transportation Impact Fee Technical Advisory Committee for the RE:

South Beach District Project Funding Recommendations

The Board of County Commissioners, in regular session on July 8, 2025, approved the disbursement of \$381,435.00 in Transportation Impact Fees, in accordance with the recommendations prepared by the Transportation Impact Fee Technical Advisory Committee of the South Beach Benefit District; and authorized the Budget Office to execute any Budget Change Requests necessary for implementing this appropriation.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS

RACHEL M/SADOFF, CLERK

simberly Powell, Clerk to the Board

Finance CC:

Budget

Planning & Development Department



2725 Judge Fran Jamieson Way Building A, Room 114 Viera, Florida 32940

BOARD OF COUNTY COMMISSIONERS

TO: Naomi Adkins-Hicks (Planning & Development Support Services Manager)

FROM: Bridget Hiser – Cashier's Office Supervisor (Planning & Development)

DATE: May 13,2025

SUBJECT: Summary of South Beach Benefit District Transportation Impact Fees Advisory Board

Date: 5-13-2025

Time: 9:35 am

Location: 2725 Judge Fran Jamieson Way Building A 2nd Floor Public Works Conference Room

Attendees:

John W. Coffey - City Manager of Indian Harbour Beach

Elizabeth Mascaro - Town Manager of Melbourne Beach

Brittany Retherford - City Manager of Satellite Beach

Marc Bernath-Director - Brevard County Public Works

Naomi Adkins-Hicks- Support Service Manager

Bridget Hiser- Central Cashier Office Supervisor

Summary:

- The meeting was called to order.
- John Coffey presented project details regarding a sidewalk improvement project. The
 requested amount to fund the project was \$381,435.00. A motion to approve was made by
 Marc Bernath and Elizabeth Mascaro seconded the motion. The funding request was
 unanimously approved to disburse the funds.
- There was no further business and the meeting was adjourned.

Transportsation Impact Fee Advisory Committees Meeting

1: 9:30 gm															
3-2025 Time:	Title/Benefit District	City Mangel Indian Harbour Beach	John Marage Melhoune Beak	Breved Campy DW Directo	PLD Saderat Securier Mgr.	Impact Fees Cashier Supervisor	CITY MEMBER CITY OF SERVITE BOTH								
Date: 5 - 1	Name	John W. Coffey	FLISHOOM WASCARD	Mar Bernth	Nasmi Adkins - Hicks	Phidaet Hiser	Botheri I Pothertoni								

Hiser, Bridget

Subject: TIF meeting for South Beach Benefit District City of Indian Harbour Beach Sidewalk

Improvement Project

Location: Public Works Conference Room 2nd Floor 2725 Judge Fran Jamieson Way Viera, FL

32940

Start:

Tue 5/13/2025 9:30 AM Tue 5/13/2025 10:00 AM

Show Time As:

Tentative

Recurrence:

End:

(none)

Meeting Status:

Not yet responded

Organizer:

Hiser, Bridget

Required Attendees:

Thomas-Wood, Tammy M; Bernath, Marc; John Coffey;

townmanager@melbournebeachfl.org; mcasey@indialantic.com; Brittany Retherford;

Adkins-Hicks, Naomi; Hiser, Bridget

Sidewalk capacity improvements on Yuma Street and Osceola Drive

Removal of approximately 3,026 linear feet of five-foot wide sidewalk and installation of an eight-foot wide sidewalk to expand the capacity for pedestrians and bicyclists to travel the corridor that includes an elementary school and a 25-acre park. The corridor also serves as a major north-south part of the City's sidewalk system. The project will include ADA-compliant landings.

The cost of the capacity improvement project is \$381.435.00.

Please note that this is an in person meeting. Your attendance is required to get this request approved. Please feel free to contact me with any questions or concerns. 321-633-2068

Thank you,

BRIDGET HISER
CENTRAL CASHIERS/IMPACT FEES SUPERVISOR
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS
2725 JUDGE FRAN JAMIESON WAY
BLDG A ROOM 114

VIERA, FL 32940

DIRECT LINE: 321-633-2068 EXT 58244



Transportation Impact Fee Advisory Committees Meeting-

Time: 10:00 am	Time-Out													
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Tim	Title/Benefit District	Brevard County Cashier's Supervis	Pul Support Server Mar 10:00	Indian Harbant Beach	Breuend Canty public works Director	· 7								
Date: 4/28/2025	Name	Pridoet Aliser	Noom, Adkins Hicks	John W. Coffer	Me Bornt									

SOUTH BEACHES BENEFIT DISTRICT FUND 1208

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"sheet will not check for disbursements; manually verify in SAP for Grants/Aids and Transfers to be debited as disbursements



CONFIRMATION OF YOUR NOTICE

This is receipt that your notice will appear on the website of **Brevard County** in the format shown below. If changes are needed, please contact the county prior to deadline at **(321)** 877-1551.

Notice ID: |BJ7PBBEY6iFTitDShdY | Last Updated: Apr. 08, 2025 at 11:32am EDT Notice Name: 04/28/2025 TIF

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Hiser, Bridget

Subject:

TIF Meeting South Beach District City of Indian Harbour Beach

Location:

Public Works Conference Room 2nd Floor 2725 Judge Fran Jamieson Way Viera, FL

32940

Start:

Mon 4/28/2025 10:00 AM

End:

Mon 4/28/2025 11:00 AM

Recurrence:

(none)

Meeting Status:

Meeting organizer

Importance:

High

Date: 4-28-2025 10:00am Public Works Conference Room 2nd floor 2725 Judge Fran Jamieson Way Viera, FL 32940

Sidewalk capacity improvements on Yuma Street and Osceola Drive

Removal of approximately 3,026 linear feet of five-foot wide sidewalk and installation of an eight-foot wide sidewalk to expand the capacity for pedestrians and bicyclists to travel the corridor that includes an elementary school and a 25-acre park. The corridor also serves as a major north-south part of the City's sidewalk system. The project will include ADA-compliant landings.

The cost of the capacity improvement project is \$381.435.00.

Please note that this is an in person meeting. Your attendance is required to get this request approved. Please feel free to contact me with any questions or concerns. 321-633-2068

Thank you,

BRIDGET HISER
CENTRAL CASHIEF

CENTRAL CASHIERS/IMPACT FEES SUPERVISOR BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS 2725 JUDGE FRAN JAMIESON WAY BLDG A ROOM 114

VIERA, FL 32940

DIRECT LINE: 321-633-2068 EXT 58244





From:

Adkins-Hicks, Naomi

Sent:

Tuesday, April 8, 2025 8:10 AM

To:

John Coffey

Cc:

Adkins-Hicks, Naomi; Hiser, Bridget

Subject:

RE: files needed for request to relase TIF funding

Good morning,

We will work on setting up the TIF meeting and get back to you. Please note that I have added Bridget Hiser to email, when you are requesting a TIF meeting please add her to the email chain.

Thank you,

Naomi Adkins-Hicks Planning & Development Support Services Manager (321)350-8267



From: John Coffey <jcoffey@indianharbour.org>

Sent: Monday, April 7, 2025 10:32 AM

To: Adkins-Hicks, Naomi <naomi.adkins-hicks@brevardfl.gov>
Subject: RE: files needed for request to relase TIF funding

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Naomi,

I understand the timeline. We are flexible on our project start date. I apologize for the delay in my response as I wanted to make sure I had all the costs factored into the information I give you.

Sidewalk capacity improvements on Yuma Street and Osceola Drive

Removal of approximately 3,026 linear feet of five-foot wide sidewalk and installation of an eight-foot wide sidewalk to expand the capacity for pedestrians and bicyclists to travel the corridor that includes an elementary school and a 25-acre park. The corridor also serves as a major north-south part of the City's sidewalk system. The project will include ADA-compliant landings.

The cost of the capacity improvement project is \$381.435.00.

Please let me know if you need further information.

Sincerely,

John W. Coffey, ICMA-CM

City Manager City of Indian Harbour Beach 2055 South Patrick Drive Indian Harbour Beach, FL 32937

Office: 321.773.3181 www.indianharbourbeach.org

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office. Instead, you may contact City Hall by phone or in writing.

From: Adkins-Hicks, Naomi [mailto:naomi.adkins-hicks@brevardfl.gov]

Sent: Thursday, April 3, 2025 1:22 PM

To: John Coffey < icoffey@indianharbour.org>

Cc: Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov >; Hiser, Bridget < Bridget.Hiser@brevardfl.gov >

Subject: RE: files needed for request to relase TIF funding

Caution: This email contains an attachment that is not from the City of Indian Harbour Beach organization.

Good afternoon,

Any updated on that information that you can give me to schedule the Transportation Impact Fee meting for your project? Please note that it will take few days to set up the meeting and then we need to get everyone to agree to the date and then I must be posted on website 10 days prior. Once we get that all done, we have the meeting, and it is voted on. After that I must put it on the agenda for the Board County Commissioners to approve. Please note that Board does not meet the month of June.

Naomi Adkins-Hicks Planning & Development Support Services Manager (321)350-8267



From: John Coffey < jcoffey@indianharbour.org>

Sent: Thursday, March 27, 2025 4:05 PM

To: Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov > Subject: RE: files needed for request to relase TIF funding

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Naomi,

I will get you the information tomorrow or Monday at the latest. Thanks for the reminder,

Sincerely,

John

NOTIFICATION TO RECIPIENTS: This e-mail, and any attachment to it, is meant only for the intended recipient. If you are not the intended recipient or a person responsible for delivering this transmission to the intended recipient, you may not disclose, copy, or distribute this transmission or take any action in reliance on it. If you have received this email in error, please notify us immediately by return e-mail and destroy this communication in its entirety. Under Florida law, e-mails created or received by a government agency are public records. Both the message and the e-mail address it was sent from (unless otherwise exempt under Florida law) may be released in response to a public records request. If you

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From: Adkins-Hicks, Naomi [mailto:naomi.adkins-hicks@brevardfl.gov]

Sent: Thursday, March 27, 2025 3:56 PM
To: John Coffey < icoffey@indianharbour.org

Cc: Hiser, Bridget < Bridget. Hiser@brevardfl.gov >; Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov >

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Mr. Coffey,

I cannot schedule the request for the meeting until you provide me the information I requested from you.

Please provide me the following information regarding the project:

- 1. What the scope of work for the project.
- 2. Cost of the project \$\$\$\$ amount.

Naomi Adkins-Hicks
Planning & Development Support Services Manager
(321)350-8267



From: Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov>

Sent: Wednesday, March 26, 2025 3:10 PM
To: John Coffey < coffey@indianharbour.org>

Cc: Hiser, Bridget < Bridget. Hiser@brevardfl.gov >; Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov >

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Naomi Adkins-Hicks Planning & Development Support Services Manager (321)350-8267



From: John Coffey < jcoffey@indianharbour.org Sent: Wednesday, March 26, 2025 2:48 PM

To: Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov>

Subject: files needed for request to relase TIF funding

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Naomi,

Our City Council approved an award of contract last night for two sidewalk capacity improvement projects to be funded by our transportation impact fees.

Please remind me what files I need to send you to schedule the meeting to get the process started.

Sincerely,

John W. Coffey, ICMA-CM

City Manager City of Indian Harbour Beach 2055 South Patrick Drive Indian Harbour Beach, FL 32937

Office: 321.773.3181

www.indianharbourbeach.org

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Naomi Adkins-Hicks Planning & Development Support Services Manager (321)350-8267



From: John Coffey <jcoffey@indianharbour.org>

Sent: Thursday, March 27, 2025 4:05 PM

To: Adkins-Hicks, Naomi <naomi.adkins-hicks@brevardfl.gov>
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From: Adkins-Hicks, Naomi [mailto:naomi.adkins-hicks@brevardfl.gov]

Sent: Thursday, March 27, 2025 3:56 PM

To: John Coffey < icoffey@indianharbour.org >

Cc: Hiser, Bridget < Bridget. Hiser@brevardfl.gov >; Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov >

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From: John Coffey < icoffey@indianharbour.org>
Sent: Wednesday, March 26, 2025 2:48 PM

To: Adkins-Hicks, Naomi < naomi.adkins-hicks@brevardfl.gov > Subject: files needed for request to relase TIF funding

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To:

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Cc:

Hiser, Bridget; Adkins-Hicks, Naomi

Subject:

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Please remind me what files I need to send you to schedule the meeting to get the process started.

From:

John Coffey <jcoffey@indianharbour.org> Wednesday, March 26, 2025 2:48 PM

Sent: To:

Adkins-Hicks, Naomi

Subject:

files needed for request to relase TIF funding

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Naomi,

Our City Council approved an award of contract last night for two sidewalk capacity improvement projects to be funded by our transportation impact fees.

Please remind me what files I need to send you to schedule the meeting to get the process started.

Sincerely,

John W. Coffey, ICMA-CM

City Manager City of Indian Harbour Beach 2055 South Patrick Drive Indian Harbour Beach, FL 32937

Office: 321.773.3181

www.indianharbourbeach.org

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The following is a list of the typical contacts for the Transportation Impact Fee Advisory Committees for the various transportation impact fee benefit districts:

The Brevard County Public Works Director (currently Marc Bernath) is a voting member of all the committees.

The municipal representatives are all voting members.

Karen Bowers the Administrative Assistant to the Public Works Director and typically sends out the Teams meeting invitations.

Tammy Thomas-Wood is not a voting member but typically attends all the committee meetings. Once the Teams meeting is scheduled, inform Kristen Champion, and ask her to put a public notice on the Calendar on P&D's web site.

North Mainland Benefit District

Kevin Cook, P.E., City of Titusville Public Works Director Kevin.Cook@Titusville.com

Central Mainland Benefit District

Abigail Morgan, P.E., City of Cocoa Public Works Director amorgan@cocoafl.gov bfettrow@cityofrockledge.org Brenda Fettrow, City Manager of Rockledge Pat Burke, Town -Clerk Manager for Town of Palm Shores townhall@townof palmshores.org

South Mainland Benefit District

trhode@westmelbourne.gov Keith Mills, Deputy City Manager of West Melbourne Jason Mahaney, Town Administrator of Grant-Valkaria townadmin@grantvalkaria.org TownManager@townofmalabar.org Matt Stinnet, Town Manager of the Town of Malabar Lisa Morrell- Interim Town Manager of the Town of Malabar Imorrell@townofmalabar.org

Merritt Island/North Beaches Benefit District

Kyle Harris, City of Cape Canaveral Robin R. Hayes, City Manager of Cocoa Beach

South Beaches Benefit District

Michael Casey, Town Manager of Indialantic Mark Ryan, City Manager of Indian Harbour Beach Elizabeth Mascaro, Town Manager of Melbourne Beach townmanager@melbournebeachfl.org Courtney Barker, City Manager of Satellite Beach

k.harris@cityofcapecanaveral.org robin.hayes@cityofcocoabeach.com mturner@cityofcocoabeach.com

mcasey@indialantic.com mryan@indianharbour.org cbarker@satellitebeach.org

Library Impact Fees Advisory Committees

Brevard County- keith.neterer@brevardfl.gov Cape Canaveral- k.harris@cityofcapecanaveral.org Cocoa- mfuhrer@cocoafl.org Cocoa Beach- srosenfeld@cityofcocoabeach.com Grant Valkaria- townadmin@grantvalkaria.org Indialantic- mcasey@indialantic.com Indian Harbor Beach- mryan@indianharbour.org