



**REGULAR MEETING MINUTES
MELBOURNE DOWNTOWN REDEVELOPMENT ADVISORY COMMITTEE
CITY HALL COUNCIL CHAMBER
February 2, 2018 • 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
- Randy Carmichael, Member
- Trish Nichols, Member
- Dan Porsi, Member
- LeAnn Smithson, Member (late)
- Gerry Smith, Member
- Lisa Herendeen, Alternate Member
- John Lucas, Alternate Member

Also Present:

- Doug Dombroski, Economic Development Manager
- Kelly Hyvonen, Planner
- Mary Wolak, Recording Secretary

4. Approval of Minutes – December 1, 2017 Regular Meeting

Moved by Carmichael/Davis to approve the December 1, 2017 regular meeting minutes as presented.

Motion carried unanimously.

5. Melbourne Main Street Report

Jarin Eisenberg, Melbourne Main Street (MMS) Executive Director

Ms. Eisenberg updated the Committee on the year-end financials. She said in November the Florida Tech Homecoming Festival took place and it was a success. She said MMS sold 1,500 tickets for the annual Food and Wine Festival which raised \$33,000 in sponsorships and over \$100,000 in ticket sales. She said this year they earned \$44,000 and it will be invested back into Downtown Melbourne.

Ms. Eisenberg said the Streets to Home efforts continue to be a huge positive impact on the homeless. She said 151 individuals have been helped since January 2016, including 30 children.

Ms. Eisenberg said in January she visited Canadian airports in partnership with the Office of Tourism to promote Melbourne Downtown as a place to visit. She said she also went to Tallahassee and met with legislators to educate them about CRAs in downtowns and how important they are to development.

Ms. Eisenberg said two more murals were created downtown, the "Grumpy Grouper" on the Seafood Station and the new mural coming over the causeway.

She said one of the best restaurants on the Space Coast has relocated to Downtown Melbourne called Crush XI. She said it has made big news and they are doing very well.

Ms. Eisenberg said currently they are planning the Downtown Botanical Festival. She then shared a video of the recent Food and Wine Festival.

6. Highline Master Agreement Amendment

Mr. Dombroski said on February 13th this item will go before City Council to consider passing a joint resolution of the CRA Board and City Council. He said the financing for this project is available and they are using a HUD 221-D4 product, which is a loan that is backed by HUD. He said this three-party Master Redevelopment Agreement (MRA) amendment extends the existing agreement by redefining the terms. He said it will extend the pre-construction from 12 months to 24 months and the completion date to December 31, 2020.

Mr. Zimmerman said they have all the permits from the St. John's Management District and from DEP to begin construction. He said their final set of plans are being reviewed by the City's Building Department on the full architectural, civil and structural engineering. He said they will have all their permits soon.

Mr. Zimmerman said the loan process is delayed mainly because of Hurricane Irma and HUD having to assist with that emergency.

Mr. Ryals asked if some of the units will be Section 8 since they are using HUD and does this effect the AVT Agreement and the funding of the incremental tax increase.

Mr. Zimmerman said this loan has no connection to Section 8. The HUD product is used for market rate residential.

Mr. Dombroski said these defined terms effect the entire agreement including the Transfer and Incentive Agreements which are all tied together under the Master Agreement.

Moved by Nichols/Carmichael to recommend approval of the amendment to the three-party Master Redevelopment Agreement (MRA) for Highline.

Motion carried unanimously.

7. Mobile Catering Kitchens (Food Trucks)

Ms. Hyvonen explained mobile vending is currently prohibited. She said Code prohibits a motorized vehicle from stopping, standing, or parking for the purposes of vending on any street, right-of-way, or other property. She said there are two exceptions; a special activity permit, which would limit the number of events and days per year, and a licensed peddler. She said a licensed peddler needs permission from a private property owner to temporarily enter to sell directly to the on-site customers, then leave the property.

Ms. Hyvonen said on October 10, 2017 Intracoastal Brewing Company requested City Council to allow them to continue to utilize a food trailer to prepare food for their patrons. She expressed food orders and payment at that location only take place inside the principal microbrew business. She said there is no customer interaction occurring at the food trailer. City Council directed staff to present additional information regarding "mobile catering kitchens" options at the next meeting.

Ms. Hyvonen said staff presented three options to City Council on November 14, 2017. Council chose the option that would allow an annual license for a "mobile catering kitchen" (MCK).

Ms. Hyvonen explained that a MCK is a state-licensed mobile food dispensing vehicle that acts as an accessory kitchen to a restaurant, bar or brewpub and does not vend to the general public. She said MCKs require state and city permits. She said only one MCK would be allowed per principal business and not more than two on a property. She said operation would take place during business hours and no additional parking is required.

Ms. Hyvonen said MCKs would be allowed city-wide on private property, as an accessory to a licensed restaurant, bar or brewpub only. She said the surface must be paved and it must be located to the rear or side of the building. She said it has to meet accessory structure setbacks and cannot be located within any "required" parking spaces, except in CB-OZ, where one required parking space can be used.

Ms. Hyvonen said there would be an application and an annual license. She said a site plan would be reviewed.

Mr. Ryals asked if City Council has already approved the option chosen and the change in the ordinance.

Ms. Hyvonen said Council has asked staff to move forward with the selected option and obtain feedback.

Mr. Ryals asked if fire safety issues fall under state or city licensing or both.

Mr. Hyvonen said it was both.

Ms. Nichols asked if the MCKs will be visible to the public or parked in public spaces.

Ms. Hyvonen said the applicant would submit a plan on the location of the MCK and be required to place them on the side or rear of the building. The MCKs cannot park in public areas.

Mr. Porsi asked if someone has a small bar and does this, would they have the ability to switch their tax license to be a restaurant and do 50% food and still have a full liquor license.

Ms. Hyvonen said it may be possible if the business' sales are 50% in food but she would look into this and thought it unlikely.

Mr. Porsi felt there should be some type of fee to use a parking space for the MCKs.

Ms. Hyvonen said the annual license fee is \$500 for the permit.

Ms. Davis asked if the food trailer fills more than one parking space, would \$12,000 have to be paid for the extra spot.

Ms. Hyvonen said it depends where they are located in the City. She said in the Downtown and the Eau Gallie CRA they are allowed to pay into the parking trust fund for the cost of almost \$12,000, if they propose to utilize more than one required parking space, but it would not be an option in other places in the City.

Ms. Nichols thought \$500 was a low fee to have an extra kitchen for a year. She thought the City could ask for a larger fee.

Ms. Hyvonen said staff did a comparison of what other cities charged and the proposal was slightly higher than what they saw elsewhere.

Ms. Herendeen asked if food trailers can have multiple vendors deliver in and out of the truck.

Ms. Hyvonen said the business would have that option but the vendors could not be there at the same time. There would have to be a site plan for each separate MCK.

Moved by Porsi/Carmichael to recommend approval of the proposed amendments to permit mobile catering kitchens city-wide, as presented.

A roll call vote was taken, with the Committee members voting as follows:

Aye: Nichols, Porsi, Smith, Carmichael, Davis, Ryals

Nay: Smithson

Motion carried.

Mr. Carmichael thought that the food trucks look "tacky" and give the businesses a bad appearance.

8. Program and Project Updates

Ms. Davis asked how the engineering plans were coming along for the US 1 Streetscape project.

Ms. Hyvonen said staff met with Florida Power & Light (FPL) and Florida Department of Transportation (FDOT) to discuss matching lights on both sides of the street because lights the east side would be City owned and maintained and the west side has FPL owned and maintained lights.

Mr. Dombroski said these plans are being revised so the permits can be acquired. He said a finalized set of FDOT plans will come back to the Committee this year. He said this project might cost less than what was initially anticipated, so construction will happen more quickly.

Ms. Davis asked if this will come back for opinions on lighting designs.

Ms. Hyvonen said something similar to what is on Babcock Street would be proposed. She said they will be sleek, simple, black poles with LED fixtures.

Mr. Dombroski said FDOT will limit what is being used through that corridor. He said they are doing some updates in that corridor, so the timing will be good.

There was a brief discussion on decorative lighting and what different areas use.

9. General Public Comment

There was no public comment.

10. Board Self-Evaluation

Ms. Hyvonen explained how City Council adopted a policy that Committees should have an annual self-evaluation of the appointed members. She said it is an opportunity to have a discussion on how the Board is functioning, attendance, participation or any requests to Council.

Mr. Ryals felt that since this is an advisory committee, City Council should evaluate this board.

Ms. Nichols thought that would be a good idea.

11. Election of Chair and Vice-Chair

Moved by Nichols/Carmichael to select Jack Ryals as Chairman of the Melbourne Downtown Redevelopment Committee.

Motion carried unanimously.

Moved by Davis/Carmichael to nominate Dan Porsi as Vice-Chair.

Moved by Smithson/Nichols to nominate JoAnn Davis as Vice-Chair.

Mr. Porsi was thankful for the nominations but he said he would like to see Ms. Davis as Vice-Chair because if there is ever a change in command, he would like her to have an opportunity to move up as Chairman.

Mr. Porsi declined his nomination as Vice-Chair.

Moved by Smithson/Nichols to select JoAnn Davis as Vice-Chair of the Melbourne Downtown Redevelopment Committee.

Motion carried unanimously.

12. Additional Business

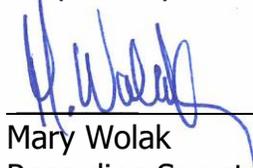
No additional business was discussed.

11. Adjournment

Moved by Nichols/Davis to adjourn at 8:52 a.m.

Motion carried unanimously.

Respectfully submitted,



Mary Wolak
Recording Secretary