

City of Titusville

"Gateway to Nature and Space"

555 SOUTH WASHINGTON AVENUE
TITUSVILLE, FLORIDA 32796-3584
POST OFFICE BOX 2806 (32781-2806)



Community Development

www.titusville.com

February 2, 2026

Brevard County Board of County Commissioners
C/O Katherine Wall, Brevard County Manager's Office
2725 Judge Fran Jamieson Way
Viera, Florida 32940

Re: City of Titusville FY2026 CRA Budget Amendment

Dear Katherine Wall,

Per Section 164.387 of the Florida Statutes which requires the submittal of Community Redevelopment Agency's (CRA) annual budgets and any budget amendments to be sent to the Board of County Commissioners for the County within which the agency is located. The City of Titusville CRA has enclosed a copy of Titusville CRA's budget amendment for FY2026. The budget amendment was approved on 1/13/2026 and involves transferring \$65,847 from 104-5555-515.65-00 CR2002, titled Space View Pier and \$94,463 from 104-0000-389.11-04 which is CRA Restricted Funds to project 104-5555-515.65.00 CR2501, titled Broad Street Project. This is for consulting and design services for the Broad Street Project.

Please see enclosed supporting documentation. If you have any questions or comments, please contact me at (321-567-3860).

Sincerely,

A handwritten signature in blue ink that reads "Sue E. Williams".

Sue E. Williams, FRA-RP
Redevelopment Planner

Cc: Wanda Wells, City Clerk
Richard Broome, City Attorney

RECEIVED

FEB 09 2026

Brevard County
Central Services

City of Titusville
"Gateway to Nature and Space"

REPORT

To: Members of the Community Redevelopment Agency
From: Thomas Abbate, City Manager
Subject: **Broad Street Streetscape Design Scope of Services**
Department/Office: Community Development

Recommended Action:

Recommend to City Council to approve the Continuing Consultant Contract CO23Q006 Task Order 9 with AECOM Technologies Inc. in the amount of \$440,825 to provide Consulting and Design Services for the Broad Street Streetscape project and authorize the City Manager to execute the task order and approve the associated budget amendment at the next regular City Council meeting.

Summary Explanation & Background:

At the August 12, 2025 Community Redevelopment Agency (CRA) meeting, the Broad Street Streetscape was unanimously approved by the CRA Board. The Broad Street project is envisioned as a signature downtown "festival street" that supports community events, enhances walkability, and strengthens economic activity within the Downtown Titusville CRA District. The City maintains continuing service agreements with two engineering firms to support public works projects. These firms possess specialized technical expertise and adequate resources and are engaged on a rotating, as-needed basis to provide engineering services. In accordance with the existing contract for professional consulting services, the firm of AECOM Technical Services, Inc. ("Consultant") has been requested to provide a proposal for scope of services outlining the professional design services required to advance the project from data collection and conceptual design through final construction documents.

Project Limits

The Broad Street project area is located within downtown Titusville and generally extends from Lemon Avenue South on the west to the parking area near Veterans Memorial Park on the east, encompassing approximately 1,950 linear feet within a 100-foot right-of-way. The corridor includes multiple intersections, including two FDOT-owned U.S. 1 crossings, which will require coordination with FDOT standards and requirements.

Overall Scope and Approach

AECOM's scope is structured to deliver a comprehensive, phased design process. The work includes project administration, site data collection, conceptual design, stakeholder engagement, and preparation of 30%, 60%, and final signed and sealed construction documents. Permitting and construction administration services are excluded and would require a separate authorization.

Project Administration

AECOM will manage the consultant team, coordinate with City and CRA staff, conduct a formal kickoff meeting, and facilitate up to sixteen progress meetings throughout the design process. Written summaries and meeting documentation will be provided to ensure transparency and coordination.

Site Data Collection and Analysis

The consultant team will complete detailed topographic, boundary, tree, and subsurface utility surveys, along with a geotechnical investigation. This work will ensure a site base plan and a strengths-weaknesses-opportunities-threats (SWOT) analysis to guide design decisions and identify constraints early in the process.

Concept Design and Visioning

AECOM will prepare up to two conceptual design alternatives, supported by 3-D visualizations and precedent imagery. Following City selection of a preferred alternative, a Final Concept Plan Package will be prepared to illustrate the overall vision for Broad Street, including paving treatments, landscaping, and site furnishings

Stakeholder and CRA Engagement

The scope includes a dedicated stakeholder meeting and a separate CRA input meeting to gather feedback on the concept design. A summary of input received will be prepared and presented to City and CRA staff to inform refinement of the design.

Design Development (30%, 60%, and Final Plans)

AECOM will advance the approved concept into detailed construction documents in three phases. Each phase includes updated plans, specifications, and cost estimates, allowing the City and CRA to evaluate scope, design, and budget as the project progresses. Elements addressed include grading and drainage, hardscape, landscaping, irrigation, lighting, utilities coordination, and evaluation of EV charging capabilities.

Schedule and Budget

The anticipated design schedule totals approximately 38 weeks, excluding City review periods. The total lump-sum cost for the base scope of services is \$440,825, with fees allocated by task and milestone. An optional wayfinding and signage design task is available for \$25,130 if authorized by the City and CRA. There is \$280,515 in the Broad Street Parking Account. Staff is recommending a budget adjustment of \$65,847 from the Space View Pier and \$94,463 from the CRA Restricted Fun Balance Account.

CRA Board Review

AECOM's scope is structured to deliver a comprehensive, phased design process. The work includes project administration, site data collection, conceptual design, stakeholder engagement, and preparation of 30%, 60%, and final signed and sealed construction documents. Permitting and construction administration services are excluded and would require a separate authorization.

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CRA Board Review

The scope is being presented to the CRA Board to solicit Board input on the overall design approach, engagement process, and project expectations prior to advancing into concept development and detailed design. Board feedback at this stage will help ensure the Broad Street Streetscape reflects the CRA's vision, priorities, and long-term redevelopment goals. Approval is needed to keep this project moving forward.

It is recommended that the CRA recommend to City Council to approve the Continuing Consultant Contract CO23Q006 Task Order 9 with AECOM Technologies Inc. in the amount of \$440,825 to provide Consulting and Design Services for the Broad Street Streetscape project and authorize the City Manager to execute the task order and approve the associated budget amendment at the next regular City Council meeting.

Alternatives:

As the Board Desires.

Item Budgeted:

Yes, with approval of the associated budget amendment.

Source/Use of Funds/Budget Book Page:

Strategic Plan:

City of Titusville Strategic Goals & Objectives Addressed

Goal 1 – Quality of Life

1.b,d,f : Enhance public spaces and infrastructure that support walkability, safety, and community well-being.

Goal 2 - Efficient & Effective Services

2.a.: Commit to funding Capital Improvements

Goal 4 – Economic Development & Redevelopment

4.c: Encourage redevelopment and reinvestment in targeted areas through public infrastructure improvements.

CRA 2022 Adopted Plan Goals, Objectives & Strategies Addressed

Goal 1 – Administration of the CRA

Objective 1.1.1: Effectively utilize TIF for the operation of the CRA

Policy 1.1.1.1.: Utilize funding derived from TIF to fund capital improvements.

Goal 3 – Community and Culture

Policy 3.2.1.1: Support infrastructure improvements including streetscape projects

Goal 4 – Economic Development

Goal 4.1 : Increase private sector investment and economic activity within the CRA.

Objective 4.2.2.: Establish a safe, pedestrian friendly environment within the CRA

Goal 5 – Public Spaces

Goal 5.1: Create safe and accessible

public spaces within the CRA

Strategic Plan Impact:

The project reinforces economic development objectives by leveraging public infrastructure investment to stimulate private reinvestment, increase downtown visitation, and enhance the function and appearance of a key commercial corridor within the CRA District.

ATTACHMENTS:

1. City of Titusville_Broad St Design Scope_2025-12-02
2. AECOM TO009

public spaces within the CRA

Strategic Plan Impact:

The project reinforces economic development objectives by leveraging public infrastructure investment to stimulate private reinvestment, increase downtown visitation, and enhance the function and appearance of a key commercial corridor within the CRA District.

ATTACHMENTS:

1. City of Titusville_Broad St Design Scope_2025-12-02
2. AECOM TO009

City of Titusville Budget Amendment/Transfer Form

Budget Amendment/Transfer Form

Source of Funds:				
FY2026				
Account Number	Project Number	Description	Amount	Budget Amendment/ Budget Transfer
104-5555-515.65-00-CR2002	CR2002	NON-DEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ (65,847)	Budget Amendment
104-0000-389.11-04		RESTRICTED	\$ (94,463)	Budget Amendment
Total			\$ (160,310)	

Use of Funds:				
FY2026				
Account Number	Project Number	Description	Amount	Budget Amendment/ Budget Transfer
104-5555-515.65-00-CR2501	CR2501	NON-DEPARTMENTAL/CONSTRUCTION IN PROGRESS	\$ 160,310	Budget Amendment
Total			\$ 160,310	

Input Name:	Budget Office Approval:	Notes:
Input Date:	Budget Office Approval Date:	FUND SERVICES FOR BROAD STREET PAVING PROJECT
Manual JE/BA#:	Post Date:	



**TASK ORDER FOR PROFESSIONAL ENGINEERING
CONTINUING CONSULTING
SERVICES AGREEMENT**

*Post Office Box 2806
(555 South Washington Avenue)
Titusville, FL 32781-2806
(32796-3584)*

*City of Titusville
Purchasing & Contracting Division*

CONTRACT#: CO23Q006 TB AECOM	TASK ORDER#: AECOMTO09
CONSULTANT: AECOM. Inc.	PROJECT#: _____
ADDRESS: 390 N. Orange Ave, Ste 750 Orlando, FL 32801	PROJECT NAME: CRA district - Broad Street

By the signature affixed below, both the City and the Consultant agree to the following Contract work as per the Task Order stipulated herein. Upon proper execution of this document, the Consultant is hereby notified to commence work. All Task stated below is hereby incorporated and made a part of the Contract identified above. And all the terms and conditions of said Contract are incorporated herein and in full force and effect while executing the Task stipulated as follows:

Provide engineering consulting services that includes collaborating with the City and CRA to prepare design and construction documents that align with the City's vision of the Broad Street project focusing on transforming Broad Street into a vibrant, multi-functional "festival" street. All Tasks set forth herein shall be performed under the terms and conditions of the non-exclusive Professional Continuing Consultant agreement CO23Q006TB and the Firm's Proposed Scope of Services attached and incorporated herein.

A) TOTAL AMOUNT OF TASK AWARDED PRIOR TO THIS TASK ORDER	\$ 1,017,060.00
TOTAL AMOUNT FOR THIS TASK ORDER	\$ 440,825.00
TOTAL AMOUNT OF TASK AWARDED INCLUDING THIS TASK ORDER	\$ 1,457,885.00
B) TERM FOR THIS TASK ORDER	
COMPLETION DATE FOR THIS TASK ORDER: _____ MM/DD/YYYY	or 304 #of Days from NTP

CONSULTANT (Print):
Firm Name: _____
Authorized Staff Name _____

CITY OF TITUSVILLE:
Thomas Abbate
City Manager (Print)

(Signature) Date

(Signature) Date

ATTEST: _____
City Clerk Date

City of Titusville - Staff Reviews

Leslie Rothering
Purchasing & Contracting Administrator

(Signature) Date

Brad Parrish
Community Development Department Director

(Signature) Date



CITY OF TITUSVILLE

COMMUNITY REDEVELOPMENT AGENCY
City Hall in Council Chambers
555 S. Washington Avenue Titusville, Florida 32796
Tuesday, January 13, 2026
5:30 PM

SUMMARY OF ACTION

Any person who decides to appeal any decision of the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Applicants for land use and zoning related items are advised that the resumes of staff members who prepare applicable staff reports are on file in the City Clerk's Office.

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request to the chairperson that the physically handicapped person desires to attend the meeting.

1. **CALL TO ORDER**
2. **DETERMINATION OF A QUORUM**

3. **INVOCATION**

A moment of silence was held.

4. **PLEDGE OF ALLEGIANCE**
5. **APPROVAL OF MINUTES**

A. Minutes

Approve the minutes of the regular Community Redevelopment Agency meeting on Tuesday, December 9, 2025.

Approved as submitted.

6. SPECIAL RECOGNITIONS AND PRESENTATIONS

7. OLD BUSINESS

A. Broad Street Streetscape Design Scope of Services

Recommend to City Council to approve the Continuing Consultant Contract CO23Q006 Task Order 9 with AECOM Technologies Inc. in the amount of \$440,825 to provide Consulting and Design Services for the Broad Street Streetscape project and authorize the City Manager to execute the task order and approve the associated budget amendment at the next regular City Council meeting.

The Community Redevelopment Agency recommended approval to City Council for the Continuing Consultant Contract CO23Q006 Task Order 9 with AECOM Technologies Inc. in the amount of \$440,825 to provide Consulting and Design Services for the Broad Street Streetscape project and authorize the City Manager to execute the task order and approve the associated budget amendment at the next regular City Council meeting, as recommended.

8. NEW BUSINESS

9. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT

No action.

10. EXECUTIVE DIRECTORS REPORT

A. Executive Director's Report

The Executive Directors January Report is included in the agenda packet.

Executive Director Abbate submitted his written report. No action was requested.

11. ADJOURNMENT

Meeting adjourned at 6:08 p.m.



CITY OF TITUSVILLE CITY COUNCIL SUMMARY OF ACTION

Regular Meeting
January 13, 2026 - 6:30 PM
Council Chamber at City Hall
555 South Washington Avenue, Titusville, FL 32796

Any person who decides to appeal any decision of the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Applicants for land use and zoning related items are advised that the resumes of staff members who prepare applicable staff reports are on file in the City Clerk's Office.

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request to the chairperson that the physically handicapped person desires to attend the meeting.

1. CALL TO ORDER

2. INVOCATION

A. Invocation

Chaplain Brienne Robertson from the Titusville Fire Department will give the invocation.

No action.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

A. Minutes

Approve the minutes of the regular City Council meeting on November 25, 2025 (6:30 p.m.) and special City Council meeting on December 2, 2025.

Approved as submitted.

5. SPECIAL RECOGNITIONS & PRESENTATIONS

City Council Regular- January 13, 2026 (6:30 p.m.)

A. Employee of the Month - January 2026

Recognize the Employee of the Month for January 2026. No action is requested.

No action.

6. BOARDS AND COMMISSIONS

A. Historic Preservation Ordinance

Accept the Historic Preservation Board's recommendation to adopt an amendment to the City's Historic Preservation Ordinance as recommended in the Historic Preservation Officer's report.

Accepted the Historic Preservation Board's recommendation to adopt an amendment to the City's Historic Preservation ordinance as recommended in the Historic Preservation Officer's Report. The motion also included to notify the property owners (approximately 150) of historic structures to request feedback on the drafted ordinance.

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (NON-AGENDA ITEMS)

Member Moscoso recommended a change on the format of the upcoming Stormwater Management Workshop led by the Public Works and Community Development Departments. Member Moscoso and Member Stoeckel requested citizens have an opportunity to provide input.

Mayor Connors requested staff follow up on comments made by a citizen regarding issues with the red lights located on Barna Avenue/State Road 50 and Barna Avenue/Knox McRae Drive. The citizen expressed concern of tractor trailer trucks bypassing the red lights and driving on residential roads located in the Oaktrails at Meadowridge Subdivision.

No additional action items.

8. CONSENT AGENDA

A. Purchase of Fire Engine and Associated Tools and Equipment

Approve the purchase of a new 2026 Pierce stock engine from Ten-8 Fire Equipment Inc. and associated tools and equipment for a total purchase price not to exceed \$1,300,000.

Approved in accordance with recommendations.

B. Budget Amendment Associated with Department of Financial Services Grant

Approve a budget amendment and authorize the City Manager to sign and execute the associated grant agreement.

Approved in accordance with recommendations.

{ C. Continuing Contract CO23Q006 Task Order 9 with AECOM Inc. for Broad Street Design

City Council Regular- January 13, 2026 (6:30 p.m.)

Approve the Continuing Consultant Contract CO23Q006 Task Order 9 with AECOM Technologies Inc. in the amount of \$440,825 to provide Consulting and Design Services for the Broad Street Streetscape project and authorize the City Manager to execute the task order and approve the associated budget amendment.

- **Approved in accordance with recommendations.**

D. Lease of Multi-Functional Copiers

Approve extension of a 5-year lease and maintenance of the City's current multi-functional copiers at an estimated \$40,700 annually and authorize the City Manager to execute all required agreement documents and City staff to issue the necessary purchase orders.

Approved in accordance with recommendations.

E. Johnson Controls Building Solutions, LLC Annual Service Agreement

Approve the maintenance agreement in the amount of \$64,575.00 annually to Johnson Controls Building Solutions, LLC for the maintenance of the HVAC system at the Police Department and authorize staff to execute necessary purchase order and service maintenance documents.

Approved in accordance with recommendations.

F. Termination and Release of Easement and Bill of Sale

Accept the Termination and Release of Easement and Bill of Sale.

Approved in accordance with recommendations.

G. Increase Annual Authorized Amount for Utility Contractors

Approve an increase of \$375,000 to the annual authorized amount for the construction of various utility maintenance and improvement projects under contract CN24P020/LR on an as-needed basis of an annual amount not to exceed \$875,000 for this fiscal year.

Approved in accordance with recommendations.

H. Replacement of secondary internet source for Police Department

Approve replacement of the current internet connection with service provided by Smart City Metro of Lake Buena Vista, Florida in a cost not to exceed \$899.00 per month for a three-year term, for a total cost of \$32,364 subject to approval of final terms and conditions by the City Manager and City Attorney, and to execute the resulting service order.

Approved in accordance with recommendations.

I. Master Services Agreement with Swiftgov

Approve the master services agreement, which includes a base amount of \$3,000/month with Quantum Partners, LLC, a Florida limited liability company d/b/a Swiftgov to deploy artificial intelligence (AI) technology and software solutions to support planning, zoning, landscaping, building, and development related reviews of permits and site plans.

Approved in accordance with recommendations.

9. ORDINANCES – SECOND READING, PUBLIC HEARING AND RELATED ACTION

THE FOLLOWING ITEMS ARE SUBJECT TO QUASI-JUDICIAL RULES OF PROCEDURE. ANYONE WISHING TO SPEAK ON AN ITEM MUST FIRST COMPLETE AN AGENDA SIGN-UP CARD AND SIGN THE OATH CONTAINED THEREON. THOSE SPEAKING IN FAVOR OF A REQUEST WILL BE HEARD FIRST. IF YOU HAVE PHOTOGRAPHS, SKETCHES, OR DOCUMENTS THAT YOU DESIRE FOR CITY COUNCIL TO CONSIDER, THEY MUST BE SUBMITTED INTO EVIDENCE AND WILL BE RETAINED BY THE CITY. SUBMIT THESE EXHIBITS TO THE CITY CLERK.

A. Tranquility Development Agreement (DA) Application No. 1-2025 Fifth Amendment

On January 6, 2026, the applicant withdrew this item from the agenda.

Withdrawn from the agenda at the request of the applicant.

10. ORDINANCES - FIRST READING

A. Ordinance No. 1-2026 amending Chapter 15 Pensions and Retirement, Article III Police Officers' and Firefighters' Pension Plan

Conduct the First Reading of Ordinance No. 1-2026 amending Chapter 15 Pensions and Retirement, Article III Police Officers' and Firefighters' Pension Plan, of the Code of Ordinances of the City of Titusville; Providing For A Change in the types of Incentive Pay Pursuant to the Collective Bargaining Agreement; Amending Section 15-233 Deferred Retirement Option Plan.

Read by title only. The public hearing was scheduled for the regular City Council meeting on January 29, 2026 at 6:30 p.m.

B. Ordinance No. 2-2026 Amending Chapter 15, Pensions and Retirement, Article II, General Employees' Pension Plan

Conduct the First Reading of Ordinance No. 2-2026 amending Chapter 15, Pensions and Retirement, Article II, General Employees' Pension Plan, of the Code of Ordinances of the City of Titusville; amending Division 5, Section 15-110, Deferred Retirement Option Plan.

Read by title only. The public hearing was scheduled for the regular City Council meeting on January 29, 2026 at 6:30 p.m.

11. OLD BUSINESS

12. NEW BUSINESS

A. Schools in the Urban Village (UV) Zoning District

Schedule the public hearings to adopt the ordinance.

Approved not scheduling the public hearings to adopt the ordinance.

City Council Regular- January 13, 2026 (6:30 p.m.)

B. Christian Court Townhomes - Preliminary Plat

Approve the Preliminary Plat for Christian Court Townhomes.

At their meeting on January 7, 2026, the Planning and Zoning Commission recommended approval, 7-0. A request was made to the applicant to explore and consider putting in a hammerhead turnaround on the dead end street that abuts Tracts K and L or Lots 43 and 42 on the provided preliminary plat.

Rescheduled to the regular City Council meeting on January 29, 2026 at 6:30 p.m. as requested by the applicant.

Please note the regular City Council meeting on January 27, 2026 (6:30 p.m.) was rescheduled to January 29, 2026 (6:30 p.m.) at a previous City Council meeting.

13. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (NON-AGENDA ITEMS)

No action.

14. MAYOR AND COUNCIL REPORTS

A. Mayor's Report

The Mayor will provide his individual report.

Mayor Connors provided his individual report.

Request council approval to renew Civilian Military Council Membership for 2026 in the amount of \$525.00.

Approved as requested by Mayor Connors.

Request council approval to attend 2026 Brevard Days at the Capitol from February 3-4, 2026 in Tallahassee, FL at a total cost of \$600.00.

Approved as requested by Mayor Connors.

B. Council Reports

Council Members will provide their individual reports.

Council provided their individual reports.

Member Stoeckel requested staff provide an update on the flooding in the Brookshire Subdivision. Staff will review her request.

Member Stoeckel discussed the upcoming Strategic Planning Meeting (Council Retreat) in regard to format, meeting date, etc. Mayor Connors requested staff reach out to City Council individually to request their availability for the meeting.

15. CITY MANAGER'S REPORT

City Council Regular- January 13, 2026 (6:30 p.m.)

A. City Manager's Report

The City Manager's Report is included in the agenda packet.
City Manager Abbate provided his written report.

All items were informational only. No action.

16. CITY ATTORNEY'S REPORT

No action.