



**AGENDA
COCOA REDEVELOPMENT AGENCY
REGULAR MEETING
COCOA CITY HALL COUNCIL CHAMBERS
65 STONE STREET, COCOA, FL 32922**

**June 12, 2018
5:00 PM**

- I. CALL TO ORDER**
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE
- II. APPROVAL OF AGENDA AND MINUTES**
 1. June 12, 2018 Agenda
 2. May 8, 2018 Minutes
- III. DELEGATIONS**
- IV. PRESENTATIONS**
- V. ACTION ITEMS**
 1. Budget Transfer to Riverfront Connector
 2. Lee Wenner Park Lighting Change Order
 3. Final 5-Year Waterfront Master Plan Update
 4. Design Selection- Gateway Entry Feature Design Contest
 5. 603 Brevard Avenue- Precedent to Sale Due Diligence
 6. 603 Brevard Avenue- Zoning/Overlay District Regulations Amendment
- VI. ATTORNEY'S REPORT**
- VII. UPDATES AND STAFF REPORTS**
 1. Cocoa Waterfront Repairs (verbal update)
- VIII. NEXT MEETING DATE**

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, July 10, 2018 at 5:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.
- IX. ADJOURNMENT**

NOTICE TO THE PUBLIC: This is a public meeting. All interested parties may attend. The facility wherein this meeting will be held is accessible to the physically handicapped. Please be advised that more than one member of the City Council may attend.

Pursuant to Section 286.0105, *Florida Statutes*, the City hereby advises the public that: if a person decides to appeal any decision made by this board with respect to any matter considered at its meeting or hearing, that person will need a record of the proceedings and for such purpose, affected persons may need to insure that a verbatim record of the proceedings is made, and such record shall include the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals otherwise allowed by law. This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.

**MINUTES
CITY OF COCOA
COCOA CRA
REGULAR MEETING
MAY 8, 2018**

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on May 8, 2018 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairman Parrish called the meeting to order at 5:08 pm

ROLL CALL:

Henry Parrish	Chairman
Jeri Blanco	Vice Chairwoman
Brenda Warner	Agency member
Don Boisvert	Agency member
Clarence Whipple	Agency member
Ed Lanni	Agency member
Jan Stewart	Agency member
Anthony Garganese	Agency Counsel

PRESENT:

Henry Parrish	Chairman
Jeri Blanco	Vice Chairwoman
Brenda Warner	Agency member (arrival 5:13 pm)
Don Boisvert	Agency member
Clarence Whipple	Agency member
Ed Lanni	Agency member
Jan Stewart	Agency member
Anthony Garganese	Agency Counsel
Torri Edwards	Recording Secretary

ABSENT:

STAFF PRESENT:

Karen Hamilton, Community Services Director, **Larry Lallo**, CEcD, **EDFP**, Economic Development Manager, and **Samia Singleton**, Redevelopment Specialist.

Agency member Whipple, Jr. provided the invocation and **Agency member Boisvert** led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA: Regular Meeting of May 8, 2018

- * **MOTION by Agency member Boisvert; SECONDED by Vice Chairwoman Blanco to approve the Agenda for the May 8, 2018 regular meeting.**

AYES: Parrish, Blanco, Boisvert, Whipple, Jr., Lanni, Stewart

MOTION CARRIED (6-0)

MINUTES: Regular Meeting of April 10, 2018

- * **MOTION by Agency member Boisvert; SECONDED by Vice Chairwoman Blanco to approve the Minutes for the April 10, 2018 regular meeting.**

AYES: Parrish, Blanco, Boisvert, Whipple, Jr., Lanni, Stewart

MOTION CARRIED (6-0)

III. DELEGATIONS:

1. Brad Whitmore-request to speak

Brad Whitmore, of 351 Rockledge Drive, stated that there is nowhere for the boats to dock. He requested temporary provisions for boats to dock in Cocoa Village. He suggested cleats and floating docks as an inexpensive solution.

Mr. Whitmore stated Historical Cocoa Village Association (HCVA) would like to create a Citizens Advisory Committee for waterfront affairs. The committee would serve as a communication channel with the city.

Chairman Parrish inquired when the day docks will be completed. **Mr. Lallo** stated that construction is scheduled to begin in January or February 2019. **Chairman Parrish** inquired whether cleats could be installed. **Mr. Lallo** stated that the cleats could be installed to provide docking until construction is completed. He will research the cost and permitting for the cleats.

Chairman Parrish requested an update from **Mr. Whitmore** regarding the abandoned boats in the river. **Mr. Whitmore** stated he is not aware of the current status. He knows the boats are a problem and will be resolved.

IV. PRESENTATIONS:

NONE

V. ACTION ITEMS:

1. Budget Transfer to Repairs and Maintenance:

Ms. Singleton requested a budget transfer of \$836 from the Contingency Account to the Repair and Maintenance Account to cover repair and maintenance costs for the United States Postal Service, Cocoa Downtown Station-Harriet V. and Harry T. Moore Post

Office the remainder of FY 2018. She noted the budget transfer will cover unexpected repairs. The CRA has replaced the men's restroom toilet, air conditioning unit, two (2) flush master valves, drywall, and the water heater this year totaling \$1, 159. The budget transfer will result in a zero balance in the Contingency Account.

- * **MOTION by Vice Chairwoman Blanco; SECONDED by Agency member Boisvert to approve a budget transfer of \$836 from the Contingency Account to the Repair/Maintenance Account to cover repair and maintenance costs for the United States Postal Service, Cocoa Downtown Station-Harriet V. and Harry T. Moore Post Office for the remainder of FY 2018.**

AYES: Parrish, Blanco, Warner, Boisvert, Whipple, Jr., Lanni, Stewart

MOTION CARRIED (7-0)

2. Budget Transfer to Professional Services:

Ms. Singleton requested a budget transfer of \$9,640 from the Infrastructure Account to the Professional Services Account to cover the cost of retaining the services of Myra Planning and Design, LLC (Consultant) to estimate the construction of new on-street parking spaces and prepare a graphic illustrating the potential on-street parking spaces in Cocoa Village. She noted that in 2017, the Public Works Department retained Myra Planning and Design, LLC to conduct a parking study for current and future on-street parking in Cocoa Village.

Ms. Singleton noted that Rich and Associates were engaged to revise the historic Cocoa Village parking study conducted in 2007. The parking study will focus on specific streets in Cocoa Village that were identified in the Myra Planning and Design, LLC parking study.

Ms. Singleton discussed highlights from the Rich and Associates parking study conducted in 2017 that justifies the more in-depth parking study. The parking study will be completed in 60 days once the notice to proceed is issued. The cost of the parking study is \$9,640. She stated that all CRA funds are earmarked for infrastructure projects and funds can be transferred from the Gateway Entry Feature Project since the project will not begin until FY 2019.

Agency member Whipple, Jr. inquired whether the difference of \$9,640 will come from the FY 2018 budget. **Ms. Singleton** stated that the current budget has a line item for infrastructure projects and there are sub line items within the line item for individual projects. **Agency member Whipple, Jr.** inquired whether the parking study will be completed within 60 days and provide on-street parking spaces. **Ms. Singleton** noted that the parking study will be completed within 60 days and provide on-street parking.

Agency member Whipple, Jr. stated that downtown Cocoa is getting larger and additional parking is a great idea. **Ms. Hamilton** clarified that Myra Planning and

Designs, LLC will be identifying parking spaces and providing an estimated cost and graphic illustration of how the on-street parking will look.

Agency Whipple, Jr. requested that the proposed plan be presented to the board before implementing. **Ms. Singleton** stated the completed plan and cost estimates will be presented to the board for approval. **Agency member Whipple, Jr.** requested that the parking plan be expedited.

- * **MOTION by Agency member Boisvert; SECONDED by Agency member Stewart to approve a budget transfer of \$9,640 from the Infrastructure Account to the Professional Services Account to cover the cost of retaining the services of Myra Planning and Design, LLC (Consultant) to estimate the construction cost of new on-street parking spaces and prepare a graphic illustrating the potential on-street parking spaces in Cocoa Village.**

AYES: Blanco, Warner, Boisvert, Whipple, Jr., Lanni, Stewart

MOTION CARRIED (6-0)

VI. ATTORNEY'S REPORT:
NONE

VII. UPDATES AND STAFF REPORTS:
1. Cocoa Waterfront Repairs (verbal update):

Ms. Singleton stated that shoreline stabilization is being conducted with the funds received from FEMA and the FIND grant. She noted that design and engineering for the day slips and board walk are in progress. She stated that staff updated the Capital Improvement Plan for the next five (5) years and all the waterfront projects in the Waterfront Master Plan were included. **Ms. Singleton** noted that the priorities for next year will be completing the shoreline stabilization and starting construction for the day slips and the T dock.

Ms. Singleton stated that staff issued an RFQ for marine construction services that will encompass all construction, engineering, and permitting for the waterfront.

Mr. Lallo noted that the engineering consultants provided staff with the updated cost estimates of all the Waterfront Master Plan projects. He noted that construction costs are increasing based on materials, post hurricane issues, and the availability of labors. The future total costs are estimated at \$19,389,000, which includes a new Civic Center. Staff is currently working on prioritizing the projects, putting into the CIP and identifying funding sources.

Agency member Lanni inquired about the plans for the Civic Center. **Ms. Singleton** stated the Civic Center will be relocated to Lee Wenner Park and that construction is scheduled to begin in 2023.

2. Riverfront Connector (verbal update):

Ms. Singleton stated the Riverfront Connector project is proceeding as planned. She listed the completed items for the project. She noted that completion of the Connector is scheduled for June 2018 and that the CRA will need to approve a change order for additional curbing at the next meeting.

Agency member Whipple, Jr. inquired whether the additional curbing is located on Highway 520. **Ms. Singleton** stated there will be 300 feet of curbing along Highway 520 from Delannoy Avenue to the waterfront.

Ms. Singleton stated that the next two (2) weeks of construction will be focused on the sidewalk and the bridge. **Chairman Parrish** inquired whether LED lighting will be installed. **Ms. Hamilton** noted that there will be LED lighting.

3. 6 Forrest Avenue Gateway Entry Feature Design Contest:

Ms. Singleton stated that sod and irrigation have been installed at 6 Forrest Avenue. She provided details of the purchase and remediation of the site. Staff has collaborated with Cocoa Main Street and ArtBeatz for a Gateway Entry Feature Design Contest to solicit designs from the community. The entry deadline is June 1, 2018.

Vice Chairwoman Blanco inquired whether a prize will be awarded to the winning design. **Ms. Singleton** stated that the winner will receive recognition for the design and possibly a plaque.

Agency Warner stated that Larry Schultz started the Rock Foundation which promoted parks in the City of Rockledge. He planned to enter the Gateway Entry Design Contest, but has passed away. She is requesting that a tree and plaque be placed on the site in his memory. The tree will be supplied by the Rock Foundation.

Chairman Parrish stated that the board is looking for a design that is beautiful and dignified to represent the city. **Ms. Singleton** noted that the contest committee created a list of guidelines for the applicants to follow. **Mr. Lallo** stated that the top three (3) designs will be submitted to the board to choose the winner.

Alex Greenwood, of 640 Brevard Avenue, noted a discussion that indicated constructing a wrought iron entry way feature across Highway 520 similar to the City of Melbourne sign. **Chairman Parrish** stated that would require having DOT involved and will take years to complete. **Mr. Greenwood** stated that the site does not have enough land to construct a grand entry way.

Mr. Lallo provided the list of criteria for the contest. **Ms. Singleton** noted that the submission deadline is June 1, 2018. The top three (3) designs will be presented to the board on June 12, 2018. The city will notify the winner and engage the engineer on June

13, 2018. The design and engineering will be completed by the end of FY 2018 and construction will begin in FY 2019.

Chairman Parrish inquired whether any designs have been submitted at this time. **Ms. Singleton** stated that designs are submitted to Cocoa Main Street and they have received submissions.

4. 603 Brevard Avenue-Developer Special Public Meeting:

Ms. Hamilton stated that there is a Special Developers Meeting scheduled for May 14, 2018 at 6 pm at the Civic Center to discuss the proposed height of the hotel structure. The developer will present conceptual plans to illustrate how the proposed site will look. The community input will help the project move forward. She encouraged the board to attend.

Agency member Whipple, Jr. inquired whether the meeting will have plans for both sites. **Ms. Hamilton** stated that the meeting is for 603 Brevard Avenue only since there are issues with the zoning. **Vice Chairwoman Blanco** inquired how the meeting is being publicized. **Ms. Hamilton** noted that the clerk's office and the developer is getting the word out to the community. **Vice Chairwoman Blanco** inquired whether the meeting will be posted on the city website or if signs will be posted in the community. **Ms. Hamilton** noted she will contact the developer to find out how the meeting is being advertised. She stated that the developer has contacted various groups, boards, and downtown residents regarding the meeting.

Agency member Warner inquired whether the board is allowed to attend the meeting. **Ms. Hamilton** stated it is a public meeting and anyone may attend.

5. 915 Florida Avenue-Notice of Award:

Ms. Singleton stated that last month the CRA approved the Selection Committee's recommendation to award the proposal that submitted by the Villas of Cocoa Village for the purchase and redevelopment of 915 Florida Avenue. The City Council approved the CRA's recommendation to award the proposal for redevelopment. Staff is in the process of creating a development agreement. The development agreement will be presented to the CRA for approval and then City Council for approval.

Mr. Lallo stated that the development agreement will contain the acquisition terms, development terms, design stipulations, and the project timeline.

VIII. NEXT MEETING:

The next meeting for the Cocoa CRA will be a Regular Meeting, held on Tuesday, June 12, 2018 at Cocoa City Hall located at 65 Stone Street, unless a business need arises earlier.

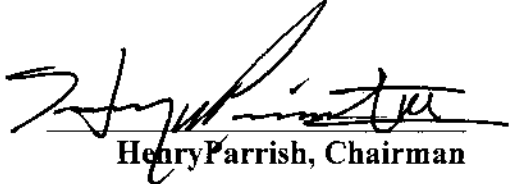
IX. ADJOURNMENT:

- * **MOTION made by Agency member Boisvert; SECONDED by Agency member Whipple, Jr. to adjourn the regular meeting of May 8, 2018.**

AYES: Parrish, Blanco, Warner, Boisvert, Whipple Jr., Stewart, Lanni

MOTION CARRIED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED AT 5:52 pm



Henry Parrish, Chairman

Respectfully Submitted by:



Torri Edwards, Recording Secretary