

**MINUTES
CITY OF COCOA
COCOA CRA
REGULAR MEETING
April 10, 2019**

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on April 10, 2019 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Agency Member Boisvert called the meeting to order at 5:03 pm

ROLL CALL:

Jake Williams, Jr.	Chairperson
Brenda Warner	Vice Chairperson
Don Boisvert	Agency member
Lorraine Koss	Agency member
Ed Lanni	Agency member
Jan Stewart	Agency member
Alex Goins	Agency member
Anthony Garganese	Agency Counsel

PRESENT:

Don Boisvert	Agency member
Lorraine Koss	Agency member
Ed Lanni	Agency member
Alex Goins	Agency member
Anthony Garganese	Agency Counsel
Kadi Carver	Recording Secretary

ABSENT:

Jake Williams, Jr.	Chairperson
Brenda Warner	Vice Chairperson
Jan Stewart	Agency member

STAFF PRESENT:

Matt Fuhrer, Assistant City Manager, **Nancy Bunt**, Community Service Director, **Rebecca Bowman**, Finance Director, and **Charlene Neuterman**, Redevelopment Program Manager.

Agency member Goins provided the invocation and led the assembly in the Pledge of Allegiance.

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA: Regular Meeting of April 10, 2019

- * **MOTION by Agency member Lanni; SECONDED by Agency member Koss to approve the Agenda for the April 10, 2019 regular meeting.**

AYES: Boisvert, Lanni, Koss, and Goins

MOTION CARRIED (4-0)

MINUTES: Regular Meeting of March 13, 2019 with amendments

- * **MOTION by Agency member Lanni; SECONDED by Agency member Goins to approve the Minutes for the March 13, 2019 regular meeting.**

AYES: Boisvert, Lanni, Koss, and Goins

MOTION CARRIED (5-0)

III. DELEGATIONS:

Aleck Greenwood shared a handout on Oak Trees planted in Cocoa¹. There are 28 now that have died or been removed. He is here to see if he can get them back. There are more and more people concerned about oak trees in the village. I hope you consider putting this on the agenda. Also, on the new Cocoa Civic center we do not need water front to sell meeting rooms. It's all about the building, facilities, and what size rooms there are. He believes that is a bad location and will create more parking problems. We need to be creative and consider other locations.

Agency Member Goins asked if every tree circled has been removed.

Aleck Greenwood stated yes, every tree circled has been removed or died.

Agency Member Goins stated, so the solution you want is new plants replanted, anything particular just live oaks.

Aleck Greenwood stated yes, just live oaks were a City that are known for oak trees and the Tree Board is getting very passionate about them. He would love to see this on the agenda so more people can speak about the situation.

Agency Member Koss asked if these trees died because they were not properly watered or where they were placed.

Aleck Greenwood stated they died because they weren't watered. The ones that survived is due to people like him watering them.

¹ Exhibit 1: City of Cocoa Oak Trees

IV. ACTION ITEMS:

1. Approve resolution 2019-001 revising the Cocoa CRA Commercial Façade Grant Program Policies

Charlene Neuterman shared at the last meeting that Agency members directed staff to revise the policy to allow Harrison, Delannoy, and Brevard to be a part of the Façade Grant Application process.

* **MOTION by Agency member Koss; SECONDED by Agency member Goins to approve resolution 2019-001 revising the Cocoa CRA Commercial Façade Grant Program policies.**

AYES: Boisvert, Lanni, Koss, and Goins

MOTION CARRIED (4-0)

2. Approve a Budget Adjustment and Task Order Amendment for the new civic center in Cocoa Village.

Charlene Neuterman shared at the last meeting that staff brought to members an agenda item for a task order for waterfront development services from Infrastructure Solutions to do a conceptual design to do feasibility and market study and the agency members approved that. This particular agenda item is to include additional items to the scope of services that include geotechnical and architectural sub consultant services for \$28,450 that are adding to the previous costs of \$91,000 to bring the total cost to \$119,950.

Agency Member Koss stated, as a council person, it takes time to digest thing like this. Waking up realizing we were going to spend money on studies before we did geotechnical study didn't make sense. I approved the motion to approve those studies but I'd like to rescind my motion and take it back to make another motion.

Agency member Goins isn't the geotechnical studies inside of the amount of 119,950.

Agency Member Koss yes but they are going to do all the studies at the same time instead of knowing the result first of what that critical study is. When we build something it's intended to last about 50 years. This is very vulnerable to flooding and storm surge. My goal is to make a motion to go forward on the geotechnical studies but not the rest until we know the critical results from that study.

Chairperson Jake Williams, Jr. arrived at 5:20 PM

Agency Council Garganese shared, before we can consider addressing the issue, we need to address where the City and the CRA are relative to the previous items that were approved. There could be a contractual issue, first and foremost we would have to address before we get into motion. I would need that information to help guide the process.

Charlene Neuterman stated we have the tasks orders approved but we have not issued a purchase order yet which means we have not entered into a contractual agreement. When she saw the change order come through she held off on the purchase order until we went through this meeting so she could do it all in one purchase order.

Agency Member Koss shared she did notice the environmental study. Don't you do that study upfront?

Charlene Neuterman stated they have not given us a price for the environmental study.

Agency Member Koss asked if we usually do the environmental study upfront

Charlene Neuterman stated that she believes the geotechnical is what they think is more important at this time.

Matt Fuhrer stated we could leave the approval of the task order and have staff hold those, pending the results of the geotechnical and survey brought back to the board. Upon acceptance or denial of that you could tell staff then at that point to proceed or not to proceed with the rest. At this point we have not issued the purchase order so we have not entered a contractual obligation. With the timing the financing of the project the interest rates are likely to increase as well as construction cost.

Agency Council Garganese asked if Matt was suggesting that they keep the previous action and to approve the architectural and geotechnical services. Hold off from issuing a purchase order for all the services besides geotechnical services at this time.

Matt Fuhrer stated yes to then be presented to the board for approval.

Vice Chairperson Warner arrived at 5:28 PM

* **MOTION by Agency member Koss; SECONDED by Agency member Goins to hold off issuing a purchase order on all services except the geotechnical services. Until such time until the CRA board can review the geotechnical services and determine weather a purchase order should be issued for the remaining services.**

AYES: Boisvert, Lanni, Koss, and Goins

MOTION CARRIED (4-0)

3. Approve a Budget Adjustment to amend the Cocoa CRA budget to reflect deficiencies in the insurance account line.

Charlene Neuterman shared in our FY 2019 budget we adopted we had some circumstances that lead to changes in the budget and we had an unexpected cost increases on our property insurance expenditures. This budget adjustment is to move funds to cover the deficiencies in that account so that we are not in the negative.

- * **MOTION by Agency member Lanni; SECONDED by Agency member Boisvert to approve a budget adjustment to amend the Cocoa CRA budget to reflect deficiencies in the insurance account line.**

AYES: Williams, Warner, Boisvert, Lanni, Koss, and Goins

MOTION CARRIED (6-0)

V. ATTORNEY'S REPORT:

1. 603 Brevard Ave agreement has been fully executed and is now a binding agreement and the other parties are moving forward with their part of the agreement.

2. There is an empty seat this evening. Former Agency Member Stewart sold her business and in his opinion has lost her eligibility to serve on the CRA pursuant to the statutory requirements. She continues to own the building and leases it out but in his option is not enough to serve on the CRA board and has issued his opinion to the City Manager.

VI. AGENCY MEMBERS AND STAFF REPORTS:

1. Informational Item- Project Updates
2. Informational Item- Budget Update

Charlene Neuterman gave an informational project and budget update which is included in the agenda packets.

VII. NEXT MEETING:

The next meeting for the Cocoa CRA will be a Regular Meeting, held on Wednesday, May 8, 2019 at Cocoa City Hall located at 65 Stone Street, unless a business need arises earlier.

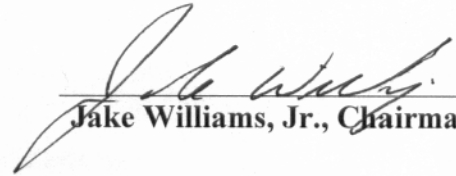
IX. ADJOURNMENT:

- * **MOTION made by Agency member Boisvert; SECONDED by Agency member Goins to adjourn the regular meeting of April 10, 2019.**

AYES: Williams, Warner, Boisvert, Lanni, Koss, and Goins

MOTION CARRIED UNANIMOUSLY (6-0)

MEETING WAS ADJOURNED AT 5:35 PM


Jake Williams, Jr., Chairman

Respectfully Submitted by:


Kadi Carver, Recording Secretary