



**COCOA REDEVELOPMENT AGENCY BOARD
SPECIAL MEETING AGENDA**

DATE: Tuesday, February 14, 2017
TIME: 5:00 p.m.

LOCATION: Cocoa City Hall
65 Stone Street

I. CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA AND MINUTES

AGENDA: Special Meeting of February 14, 2017
MINUTES: Regular Meeting of January 3, 2017

III. DELEGATIONS

IV. PRESENTATIONS

V. OLD BUSINESS

1. Commercial Façade Improvement Program Policy Update

VI. NEW BUSINESS

1. Budget Transfer for Legal Expenses
2. Request for financial contribution to underground FPL powerline across Delannoy Ave.
3. Façade grant application – 319 Riveredge Blvd.
4. Florida Inland Navigation District (FIND) grant application

VII. ATTORNEY'S REPORT

VIII. AGENCY MEMBERS AND STAFF REPORTS

1. Brownfields Redevelopment Program Update (no back up provided)
2. Update on 200 Brevard Ave (Viera Commerce Park) Façade Improvements (no back up provided)
3. Update on 11 Riverside Drive (Overland Missions) Façade Improvements (no back up provided)

IX. NEXT MEETING DATE

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, March 7, 2017, at 5:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

X. 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.



**COCOA REDEVELOPMENT AGENCY BOARD
REGULAR MEETING AGENDA**

DATE: Tuesday, February 7, 2017
TIME: 5:00 p.m.

LOCATION: Cocoa City Hall
65 Stone Street

I. CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA AND MINUTES

AGENDA: Regular Meeting of February 7, 2017

MINUTES: Regular Meeting of January 3, 2017

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IV. PRESENTATIONS

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**MINUTES
CITY OF COCOA
COCOA COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
January 3, 2017**

The Cocoa Community Redevelopment Agency held its regularly scheduled meeting at 5:00 p.m. at Cocoa City Hall, 65 Stone Street, Cocoa, FL. as publicly noticed.

I. CALL TO ORDER /ROLL CALL:

Henry U. Parrish, III	Chairman
Don Boisvert	Vice Chairman
Jan Stewart	Agency member
Jeri Blanco	Agency member
Ed Lanni	Agency member
Clarence Whipple Jr.	Agency member
Brenda Warner	Agency member
Anthony Garganese	Agency Counsel

Mayor Parrish called the meeting to order at 5:05 pm

PRESENT:

Henry U. Parrish, III	Chairman
Jeri Blanco	Agency member
Brenda Warner	Agency member
Ed Lanni	Agency member
Anthony Garganese	Agency Counsel (telephonically)
Rachel Unruh	Recording Secretary

ABSENT:

Don Boisvert	Vice Chairman
Jan Stewart	Agency member
Clarence Whipple Jr.	Agency member

STAFF PRESENT:

John A. Titkanich Jr., AICP, City Manager, Steven P. Belden, AICP, Community Services Director, and Samia Singleton, Economic Development Specialist.

Ed Lanni provided the invocation and led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

II. APPROVAL OF AGENDA /MINUTES:

- * A MOTION was made by Agency member Warner; SECONDED by Agency member Lanni to approve the agenda for the regular meeting of January 3, 2017 as written.

AYES: Parrish, Blanco, Lanni, Warner

MOTION CARRIED UNANIMOUSLY (4-0)

- * A MOTION was made by Agency member Warner; SECONDED by Agency member Lanni to approve the minutes of the regular meeting of October 4, 2016 as written.

AYES: Parrish, Blanco, Lanni, Warner

MOTION CARRIED UNANIMOUSLY (4-0)

III. DELEGATIONS

NONE

IV. PRESENTATIONS:

NONE

V. OLD BUSINESS:

603 Brevard Ave. - Draft Request for Proposals

Mr. Belden stated the agency had requested staff to update the original proposal for the Board's consideration. **Mr. Belden** recapped the original RFP for the Board members and stated that staff has revised the RFP; he briefly stated the potential uses for the Board to consider.

Mr. Titkanich added his thoughts to what staff has updated in the RFP. **Mr. Titkanich** stated the staff added flexibility; language was added to ensure financial ability and a time line for the project to meet specific benchmarks. **Mr. Titkanich** also stated that the Re-Development Agency is looking to enter into a public or private partnership for a developer to independently or on behalf of the Re-Development Agency to develop.

Agency member Warner stated is she pleased with the additional options for usage. She would like a strong consideration to retail and/or parking component.

Chairman Parrish agreed with **Agency member Warner** regarding the parking component.

Additional discussion amongst the Board members and staff regarding parking.

Agency member Blanco asked for more information regarding the timeline addition to the RFP.

Mr. Titkanich gave a little history to issues that arose in the past and he gave a brief statement on the timeline language in the RFP. **Mr. Titkanich** offered a proposal incorporate an Economic Impact Market Analysis.

Agency member Warner questioned the February 13th dated for the RFP and **Mr. Belden** stated it was proposed date. Ms. Warner also asked for the proposed analysis for 603 Brevard Ave to include the 5 acres on Rosa L Jones.

Mr. Titkanich stated that a partnership with the City to hire one firm to conduct the analysis was likely.

Additional discussion amongst the Board members and staff regarding the analysis.

No motion required from Board to move forward with the Proposed RFP. All Board members were in agreement to the analysis and Draft RFP.

Mr. Aleck Greenwood approached podium to speak regarding the future of 603 Brevard Avenue. **Mr. Greenwood** expressed concerns for parking and additional ideas for parking.

VI. NEW BUSINESS:

1. Lee Wenner Park Day Slips – Budget Transfer

Mr. Belden presented the brief statement regarding the request for budget transfer of \$1,908.00.

- * **A MOTION was made by Agency member Warner; SECONDED by Agency member Lanni to approve the request for budget transfer.**

AYES: Parrish, Blanco, Lanni, Warner

MOTION CARRIED UNANIMOUSLY (4-0)

VII. ATTORNEY'S REPORT:

NONE

VIII. AGENCY MEMBERS AND STAFF REPORTS:

1. Brownfields Redevelopment Program Update

Ms. Singleton updated the Board members on 625 Brevard Ave. There is a phase 2 environmental site assessment that is underway; 6 Forrest Ave has a demolition scheduled on January 9th of the existing structure, the City has entered into an agreement with DEP, and has applied for the Volunteer Cleanup Tax Credit Program for the site; and 300 Brunson Ave. City has entered into an Brownfields agreement and has applied for the Volunteer Cleanup Tax Credit Program as well.

IX. NEXT MEETING DATE:

The next scheduled meeting of the Cocoa Community Redevelopment Agency will be held on Tuesday, February 7, 2017 at 5:00 PM in the Council Chambers located at Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

X. ADJOURNMENT:

- * **MOTION made by Agency member Jeri Blanco; SECONDED by Agency member Warner to adjourn the regular meeting of January 3, 2017.**

AYES: Parrish, Blanco, Lanni, Warner

MOTION CARRIED UNANIMOUSLY (4-0)

MEETING WAS ADJOURNED AT 5:40 pm


Henry U. Parrish III, Chairman

Respectfully Submitted By:


Rachel Unruh, Recording Secretary



AGENDA ITEM V-1

Commercial Façade Improvement Program Policy Resolution

MEMO DATE: January 30, 2017
AGENDA DATE: February 7, 2017
PREPARED BY: Samia Singleton, Economic Development Specialist JS
REQUESTED ACTION: Approve a Resolution adopting the Commercial Façade Improvement Program Policy.

BACKGROUND

In 2002, the Cocoa Community Redevelopment Agency (CRA) approved Resolution 2002-01 establishing the Commercial Façade Improvement Program (CFIP), providing grant funds to up to \$5000 to improve the façade of a commercial property within the Cocoa CRA. The objective of the CFIP is to upgrade and preserve the aesthetic appearance and/or structural integrity of commercial buildings in the Cocoa CRA in order to reduce blight and make the area more conducive to private investment by providing funding incentives to undertake permanent property improvements to commercial building exteriors in the Cocoa CRA. The Cocoa CRA establishes the policy and guidelines for the CFIP.

At the regularly scheduled meeting of the Cocoa CRA on November 1, 2016 and following the submittal of a CFIP application by a non-profit organization, City of Cocoa staff were asked to research a resolution to the issue of whether or not a non-profit organization is eligible to apply for the CFIP, because the City would not be able to collect ad valorem taxes on the property.

At the regularly scheduled meeting on December 6, 2016, the CRA determined the CFIP policy should be updated to include criteria and regulations in regards to the eligibility of non-profit organizations.

In January 2017, the CFIP policy was updated to include criteria and regulations specific to the eligibility of non-profit organizations. The following is a summary of proposed changes to the program guidelines;

- Increase maximum grant award from \$5,000 to \$10,000. Formerly applicants with property located in the Enterprise Zone were eligible to receive up to \$10,000 in matching funds. With the dissolution of the Enterprise Program, the additional funding is no longer available. Staff recommends making the grant award \$10,000 throughout the CRA.
- Clarification was made to ineligible properties/applicants. Owners of properties used solely for residential purposes are still ineligible but vertically mixed-use buildings with a non-residential component would be eligible at the Board's discretion.
- Currently properties on Brevard Ave. are ineligible to receive a façade grant. It is proposed to expand this to include properties on Delannoy Ave as well as Harrison St. The focus of the façade grant should be on those properties that are in more distressed areas of the city.
- The current façade grant guidelines do not specifically address eligibility of owners of non-profit entities. The proposed program guidelines address this by making owners of non-profit corporations ineligible unless (i) a substantial portion of the property is used for commercial purposes and is subject to ad valorem taxation; or (ii) the non-profit corporation's property is of historic or cultural significance in the City of Cocoa.
- Ineligible improvements were clarified to include new buildings or new building additions, roof repairs parking lot improvements and improvements that are not substantial visible from the public right-of-way.

BUDGETARY IMPACT

N/A

REVIEWED

The City Manager and Community Services Director have reviewed this agenda item.

City Manager


John A. Titkanich, Jr., AICP

Community Services Director


Steven P. Belden, AICP

REQUESTED MOTION

Approve a Resolution adopting the Commercial Façade Improvement Program Policy.

RESOLUTION NO. 2017-__

**A RESOLUTION OF THE COCOA COMMUNITY
REDEVELOPMENT AGENCY; ADOPTING A
COMMERCIAL FAÇADE IMPROVEMENT PROGRAM
POLICY; PROVIDING FOR THE REPEAL OF PRIOR
INCONSISTENT RESOLUTIONS; SEVERABILITY AND
AN EFFECTIVE DATE.**

WHEREAS, pursuant to the Community Redevelopment Act of 1969, Part III, Chapter 163, Florida Statutes, the Cocoa Community Redevelopment Agency is entitled to undertake community redevelopment activities intended to eliminate slum and blight; and

WHEREAS, one of the services provided by the Cocoa Community Redevelopment Agency to reduce such slum and blight is the provision of commercial façade improvement grants to owners of commercial property within the Cocoa Redevelopment Area; and

WHEREAS, commercial façade improvement grants are intended to assist property owners in upgrading and preserving the aesthetic appearance and/or structural integrity of commercial building exteriors in the Cocoa Redevelopment Area in order to reduce blight and make the area more conducive to private investment; and

WHEREAS, the Cocoa Community Redevelopment Agency desires to adopt a policy establishing the purpose and requirements for the administration of the Commercial Façade Improvement Program; and

**NOW, THEREFORE, BE IT RESOLVED BY THE COCOA COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF COCOA, BREVARD COUNTY,
FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The foregoing recitals are hereby fully incorporated herein by this reference as legislative findings of the Cocoa Community Redevelopment Agency.

Section 2. Policy Adopted. The Cocoa Community Redevelopment Agency hereby approves and adopts the Commercial Façade Improvement Program Policy, attached hereto as Exhibit "A."

Section 3. Repeal of Prior Inconsistent Resolutions. All prior inconsistent resolutions adopted by the Cocoa Community Redevelopment Agency are hereby repealed to the extent of the conflict.

Section 4. Severability. If any section, clause, phrase, word, or provision is for any reason held invalid or unconstitutional by a court of competent jurisdiction, whether for

substantive or procedural reasons, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon adoption by the Cocoa Community Redevelopment Agency of the City of Cocoa, Florida.

ADOPTED at a Regular Meeting of the Cocoa Community Redevelopment Agency of the City of Cocoa, Florida, assembled this _____ day of February, 2017.

Henry U. Parrish, III, Chairperson

ATTEST: _____
Carie Shealy, City Clerk

Exhibit A

Cocoa and Diamond Square Community Redevelopment Agencies Commercial Façade Improvement Program Policy

I. Program Goal

The Commercial Façade Improvement Program (CFIP) is designed to improve the appearance and value of commercial properties in the Cocoa Redevelopment Area (Cocoa CRA) by providing financial assistance for the improvement and enhancement of commercial building facades and exterior areas. The intent of this public investment is to remove slum and blight and increase property value in the Cocoa CRA, resulting in increased TIF revenue, and to encourage private investment in close proximity to properties receiving financial assistance.

II. Financial Assistance and Grant Eligibility

Financial assistance in the form of matching grants or loans¹ of up to \$10,000.00 is available per project. All funding is subject to approval by the Cocoa CRA Board (Board), which will review applications on a schedule approved by the Board. Only one (1) grant per property owner may be awarded during any one year period. When an owner owns multiple properties that are adjacent, the grant funding may be shared between these properties for a unified improvement plan. When an owner owns multiple properties that are not adjacent, only one property may receive grant monies in that particular fiscal year.

To be eligible to receive a grant, the Applicant must:

- Own the subject property (property owners may designate a tenant as their agent, but only the owner may sign the CFIP Application);
- Own property in a commercially zoned area within the Cocoa CRA that is not used for residential purposes;
- Have a current City of Cocoa local business tax receipt or obtain one prior to reimbursement of funds;
- Be current on all property taxes and utility charges; and
- Own property suitable for façade improvement, as determined at the sole discretion of the Cocoa CRA.

The following Applicants/properties are ineligible to receive a grant:

- Owners of properties used solely for residential purposes, including multi-family and single-family residences. Vertically-mixed uses with a non-residential component are permitted at the discretion of the Board;
- Owners of property on Brevard Ave., Delannoy Ave., and Harrison St.;

¹ The CFIP is intended to provide grants to property owners which do not have to be repaid. However, if the property owner fails to maintain the improvements for the five-year period following installation, then the grant is converted to a loan and must be repaid with interest as provided in the Grant Agreement. For purposes of this Policy, references to a "grant" shall also mean a loan to the extent the improvements are not maintained for the required period.

- Owners of non-profit corporations, unless (i) a substantial portion of the property is used for commercial purposes and is subject to ad valorem taxation; or (2) the non-profit corporation's property is of historic or cultural significance in the City of Cocoa; and
- Owners of vacant land

The amount of any grant shall be determined at the Board's sole discretion based on the following general factors:

- The estimated value of the proposed private investment;
- The extent that the private investment incorporates more primary improvements versus ancillary improvements such as building cleaning and painting;
- The historical and cultural significance of the property;
- The potential economic and fiscal impact of the proposed project on the City of Cocoa; and
- Whether the applicant is a for-profit or non-profit entity

Applicants may receive up to \$10,000.00 on a one-to-one (public to private fund) matching basis. Funds will be provided on a reimbursement basis once all work is complete. Therefore, proof of adequate funds for the entire project will be an Application requirement. All receipts and invoices reflecting payment in full for any qualifying costs and expenses are required for reimbursement, as described below in Section VI.

The Applicant will be required to agree to maintain the eligible improvements for a period of five years. The Agreement will contain a covenant running with the land that binds future successors to also maintain the improvements. Failure to maintain the improvements shall be a breach of the covenant and will result in having to pay back the entire amount of the grant, plus interest.

III. Eligible and Ineligible Expenses

All improvements eligible for matching funds must be visible from the public right-of-way and must be intended to preserve and protect the structure or aesthetic integrity of the commercial building.

Eligible primary improvements for grant matching funds include:

- Façade rehabilitation
- Removal of deteriorated or undesirable exterior alterations
- Stucco restoration
- Replacement or reconstructive woodwork
- Replacement, repair, or restoration of cornices, eaves, parapets, or other architectural features
- New doors and windows
- Restoration of historically appropriate doors, windows, or building features
- Signs, awnings, and canopies
- Exterior lighting
- Entranceway modifications that improve the appearance or access to the commercial building
- Landscaping, including hardscaping around the perimeter of the property and irrigation if needed to support landscaping. Preference given to drought-tolerant trees and plants. Must be consistent with City of Cocoa Code.

- Fencing around the perimeter of the property (must be substantially visible from the right-of-way)

The following ancillary work may be eligible for matching funds only when performed in conjunction with a primary improvement:

- Building cleaning (non-sandblasting)
- Painting

Ineligible improvements include:

- New building construction or new building additions
- Roof repairs
- Interior improvements
- Portable signs, such as sandwich boards or A-frame signs
- Flags and banners
- Tables, chairs, and umbrellas
- Acquiring property
- Improvements completed prior to Application submittal
- Parking lot improvements
- Improvements that are not substantially visible from the public right-of-way

The CFIP will be administered on a first-come, first-served basis, up to the limit of available funding. Priority for certain improvements will be given as follows:

- Projects that promise a greater economic impact or incorporate more primary improvements to the subject property.
- Those which address the safety or security of customers or employees
- Those which make access to the property more convenient for customers or employees
- Those which will prevent, diminish or eliminate a blighted condition
- Those which reflect a greater proportion of private funds to be utilized over those funds being provided under the CFIP
- "Partner projects" which will upgrade two or more properties simultaneously

IV. Application Requirements and Processing

Application requirements shall be as written on the CFIP Application, including but not limited to:

- Copy of deed/proof of ownership with owner signature
- Copy of City of Cocoa Local Business Tax Receipt (required prior to grant award disbursement)
- Color Photographs/Slides of current condition of the subject property
- Site Survey (only for landscaping improvements)
- Estimates/quotes/bids for all costs associated with the project by a licensed contractor in Florida/Brevard County pursuant to Chapter 489, Florida Statutes, unless otherwise exempt under Section 489.103. NOTE: Funds will not be reimbursed for "sweat equity" and Owner-completed improvements.

- Complete, written scope of rehabilitation work with detailed sketches or drawings of the proposed improvements. Paint samples of the colors chosen, including accent or trim colors will be required.
- Complete, written description of the project's ability to meet the design criteria for funding
- Evidence (such as a letter from the Applicant's bank) of available private funds to pay for the improvements
- Proof of insurance coverage (Accord form)

The Application will be processed in the following manner:

- The Office of Economic Development will review all filed Applications for completeness and will return any Application that is not deemed complete.
- A site inspection must be scheduled by the building inspector to determine if the building is suitable for the façade improvements proposed, i.e., that the building's current condition will support the improvements. The Applicant shall agree to provide access to the property for purposes of inspection.
- The Office of Economic Development will evaluate all filed Applications in accordance with the above-described priorities and requirements of this Policy.
- Completed and evaluated Applications will be scheduled for consideration by the Cocoa CRA
- Applicants shall be present and prepared to discuss their project and request in detail at a scheduled CRA Board meeting.

V. Program Requirements

If the Board approves an application for match funds, the Applicant must sign the following documents:

- Grant Funding Agreement. Through the Grant Funding Agreement, the Applicant will agree to:
 - Obtain all necessary permits required by law to construct the project, including building permits or other architectural review permits for historic buildings.
 - Agree to comply with all zoning and design restrictions applicable to the Cocoa CRA area in performing the improvements.
 - Maintain the improvements for a period of five years, which shall be a covenant running with the land. To the extent the covenant is not complied with, immediate repayment of the entire grant amount funded, plus interest, may be demanded by the Cocoa CRA and Grantee shall be required to refund the amount to the Cocoa CRA within thirty (30) days of receiving the demand.
 - Agree to grant the City access to the subject property to inspect the improvements.
- Covenant Running with the Land

VI. Grant Disbursements

The Grant amount approved by the Cocoa CRA Board is the maximum amount that may be disbursed. Cost savings from the bid estimates received shall reduce the Grant award on an equal basis with the Grantee's Grant match. Grantee is not required to utilize the lowest bid/estimate/quote received, but the Grantee shall be solely responsible for the cost difference.

The Grant is awarded on a reimbursement basis. Grant funds shall only be disbursed to the Grantee upon completion of the work, which shall constitute issuance of a final inspection, certificate of completion, or similar instrument issued by the City of Cocoa's Building Division for the improvement work. Grantees shall not be reimbursed if outstanding code enforcement or building code citations or code enforcement liens have not been corrected and paid or released upon completion of the work.

To be reimbursed, the Applicant must provide to the Office of Economic Development paid receipts from laborers, suppliers, materialmen, contractors, and subcontractors. The receipts must include the following information:

- Name, address, and telephone number of laborer, supplier, materialmen, contractor, and subcontractor performing work or supplying material;
- Date of work or material provided;
- Description of property upon which the work was provided or to which the material was delivered;
- Itemized description of work provided (e.g., who performed the work, how many hours involved, charge for work, type of work performed) or material supplied (e.g., number of gallons of paint, quantity and measurements for each new dome style awning, feet of fence installed, description of LED wall pack);
- Itemized cost of work performed or material supplied;
- Statement of what work or material was for (e.g., supplied 2 coats of coal tar emulsion sealer with sand and latex additive to cover approximately 10,647 square feet of asphalt surface, supplied 26 feet of fence for privacy to hide parking lot dumpster)
- Statement signed by laborer, supplier, materialmen, contractor or subcontractor that the amount billed has been paid by the Grantee

Paid receipts are subject to Cocoa CRA review and approval. In no event shall more than 50% of the amount noted on a Cocoa CRA-approved paid receipt be reimbursed to the Grantee. All work must be substantially completed within 365 days of the date the Grant Agreement is executed. Reimbursement shall be denied for any instance in which these conditions or any other terms of the Grant Agreement are violated.

Grantee shall be required to submit at least one photo of the improvements after they are completed.

VII. Maintenance of Improvements

As stated above, each Grantee will be required to agree to maintain the improvements for five years. Grantee shall provide access to the property to allow the City to inspect the improvements and determine proper maintenance has occurred, to the extent necessary. Grantee shall maintain current insurance coverage for the subject property, which shall include the Board-approved improvements. The obligation to maintain the improvements shall be a covenant running with the land binding future successors and assigns.

Failure to maintain the improvements shall result in an immediate demand for repayment of the grant amount in full, plus interest. Grantee shall be required to refund the amount to the Cocoa CRA within thirty (30) days of receiving the demand.

VIII. Disclosures

The Cocoa CRA expressly reserves the right to reject any and all applications or to request additional information from any and all applicants and grantees. The Cocoa CRA retains the right to amend this CFIP Policy and any supporting documents, including the Grant Agreement. The Cocoa CRA also retains the right to display and advertise properties that receive matching funds.



AGENDA ITEM VI-1

Budget Transfer for Legal Expenses

MEMO DATE: January 31, 2017
AGENDA DATE: February 7, 2017
PREPARED BY: Samia Singleton, Economic Development Specialist *SS*

REQUESTED ACTION: Approve a budget transfer of \$2,000 from the Contingency account to Legal Expenses to account for anticipated shortfall in Legal Expenses due to additional legal services for facade grant program revisions.

BACKGROUND

At the regularly scheduled meeting of the Cocoa CRA on November 1, 2016, and following the submittal of a Commercial Façade Improvement Program (CFIP) application by a non-profit organization, City of Cocoa staff were asked to research a resolution to the issue of whether or not a non-profit organization is eligible to apply for the CFIP, because the City would not be able to collect ad valorem taxes on the property.

At the regularly scheduled meeting on December 6, 2016, the CRA determined the CFIP policy should be updated to include criteria and regulations in regards to the eligibility of non-profit organizations.

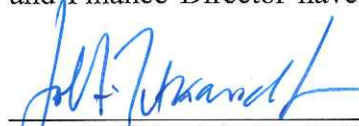
In January 2017, Garganese, Weiss and D'Agresta, P.A., attorneys at law, provided legal services to the Cocoa CRA by updating the CFIP guidelines.

Staff has prepared a budget transfer of \$2,000 from the Contingency account (110-3230-559.39-00) to the Legal Expenses account (110-3230-559.31-01).

REVIEWED

The City Manager, Community Services Director, and Finance Director have reviewed this agenda item.

City Manager


John A. Titkanich, Jr., AICP

Community Services Director


Steven P. Belden, AICP

Finance Director
(Acting)

 02/01/17
For Teri Butler, CGFO

REQUESTED MOTION

Approve a budget transfer of \$2,000 from the Contingency account to Legal Expenses to account for anticipated shortfall in Legal Expenses due to additional legal services for facade grant program revisions.



AGENDA ITEM VI-2
FPL Powerline Undergrounding

MEMO DATE: January 25, 2017
AGENDA DATE: February 7, 2017
PREPARED BY: Steven P. Belden, AICP, Community Services Director

REQUESTED ACTION: Consider the request by Troy Stephan, owner of property at 403 Delannoy Ave., to provide financial assistance to relocate FPL powerline.

BACKGROUND

The City Manager and Community Services Director recently met with property owner Troy Stephan, his contractor, and a representative of FPL, to discuss relocating the powerlines on the property at 403 Brevard Ave. underground. As the Board may be aware, Mr. Stephan has a building permit to construct a German-style restaurant on the vacant property next Pub Americana. The property has four existing power poles providing power to adjacent buildings. In order to relocate the power lines underground the existing powerline located across the street on the east side of Delannoy Ave. that leads to the property, would also have to be relocated under the street.

Mr. Stephan is requesting the Cocoa CRA provide a funding contribution to pay for the portion of the relocation that would have to be bored underneath Delannoy Ave.

The cost to bore under Delannoy Ave. and relocate the powerline is \$2,427. The total cost to underground the powerlines is

The following is a financial impact analysis comparing the cost to relocate the power lines with the estimated increased TIF based on the value of the new building construction.

Construction Value Assumption: $\$350,000 \times 80\% = \$280,000$.

City of Cocoa: $\$280,000 \times 5.9790 = \$1,674,120/1000 = \$1,674.12$ in increased TIF revenue.

County GF: $\$280,000 \times 4.6814 = \$1,310,792/1000 = \$1,310.79$ in increased TIF revenue.

County Dist IV: $\$280,000 \times 0.6717 = \$188,076/1000 = \$188.06$ in increased TIF revenue.

Total estimate increased annual TIF based on current millage rates = \$3,172.97

The cost of the underground boring across Delannoy Ave. is \$2,427.

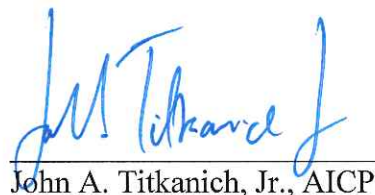
The return on investment would be 30.6% in the first year after certificate of occupancy is issued. Furthermore, the relocation of the powerlines underground would remove an unsightly view of power poles and powerlines strewn across the property as well as the one power line that crosses Delannoy Ave.

BUDGETARY IMPACT

Staff has prepared a budget transfer of \$2,427 from the Contingency account (110-3230-559.39-00) to the Contract Services account (110-3230-559.34-00) for the undergrounding of the power line.

REVIEWED

City Manager


John A. Titkanich, Jr., AICP

REQUESTED MOTION

Consider the request by Troy Stephan, owner of property at 403 Delannoy Ave., to provide financial assistance to relocate FPL powerline.

PAYMENT COUPON

/4115006400206800040672180012482900001645057

4,1,1500,640020,6800040672,1800124829,0,0001645057

Please mail this portion with your check

1800124829 1 of 1

STEPHAN PROPERTIES OF FL INC
411 MAGNOLIA AVE
MERRITT ISLAND FL 32952

Cust. No.:6800040672	Inv. No.:1800124829
Payment Due Upon Receipt	Amount Due This Invoice \$ 16,450.57
Reference# D00007384486	

Make check payable to FPL in USD and mail payments to address below

FPL
General Mail Facility
Miami FL 33188-0001

Florida Power & Light Company

Invoice

Customer Name and Address

STEPHAN PROPERTIES OF FL INC
411 MAGNOLIA AVE
MERRITT ISLAND FL 32952

Federal Tax Id.#: 59-0247775

Customer Number: 6800040672

Invoice Number: 1800124829

Invoice Date: 12/16/2016

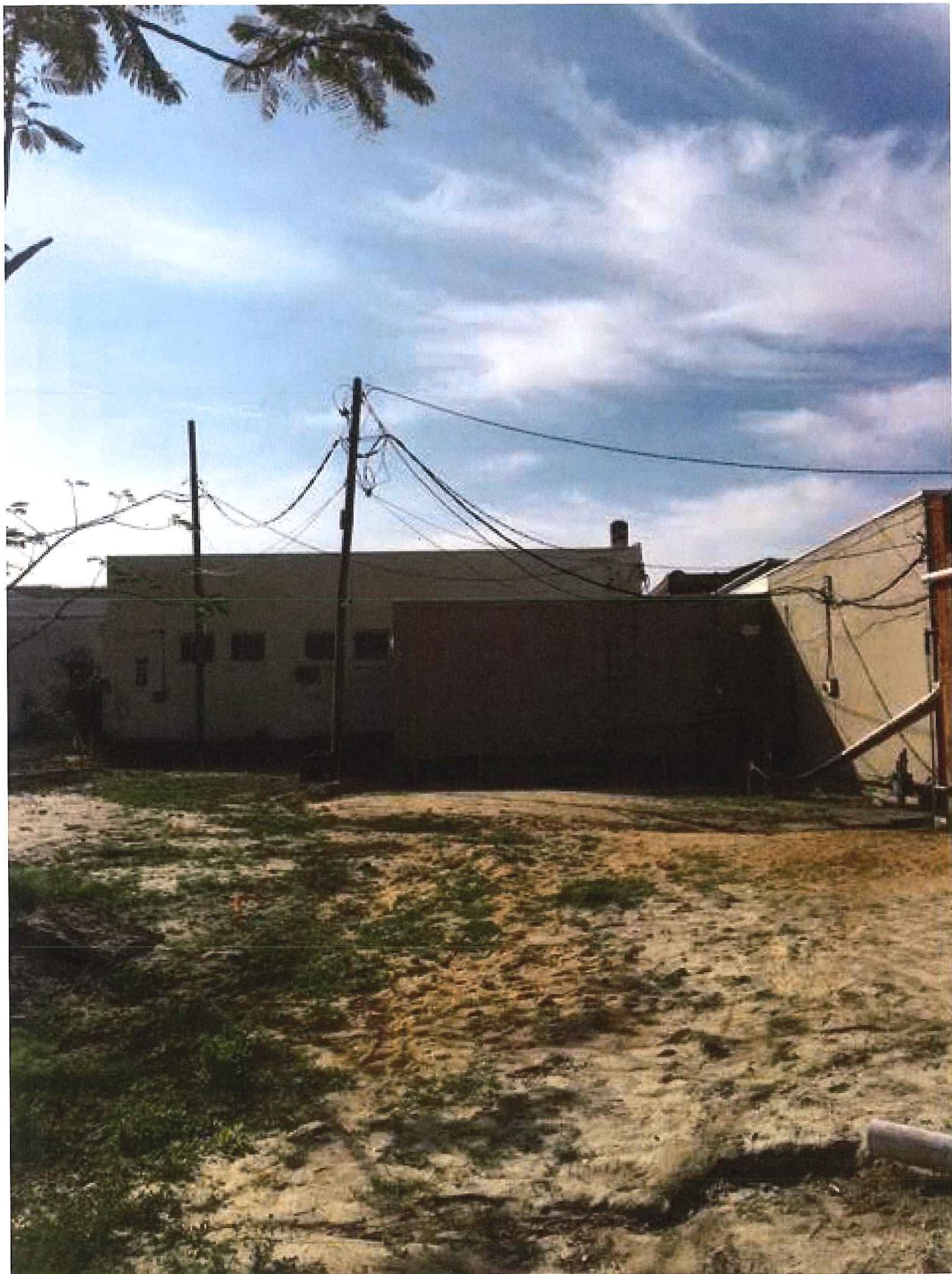
4,1,1500,640020,6800040672,1800124829,0,0001645057

Please retain this portion for your records

CURRENT CHARGES AND CREDITS

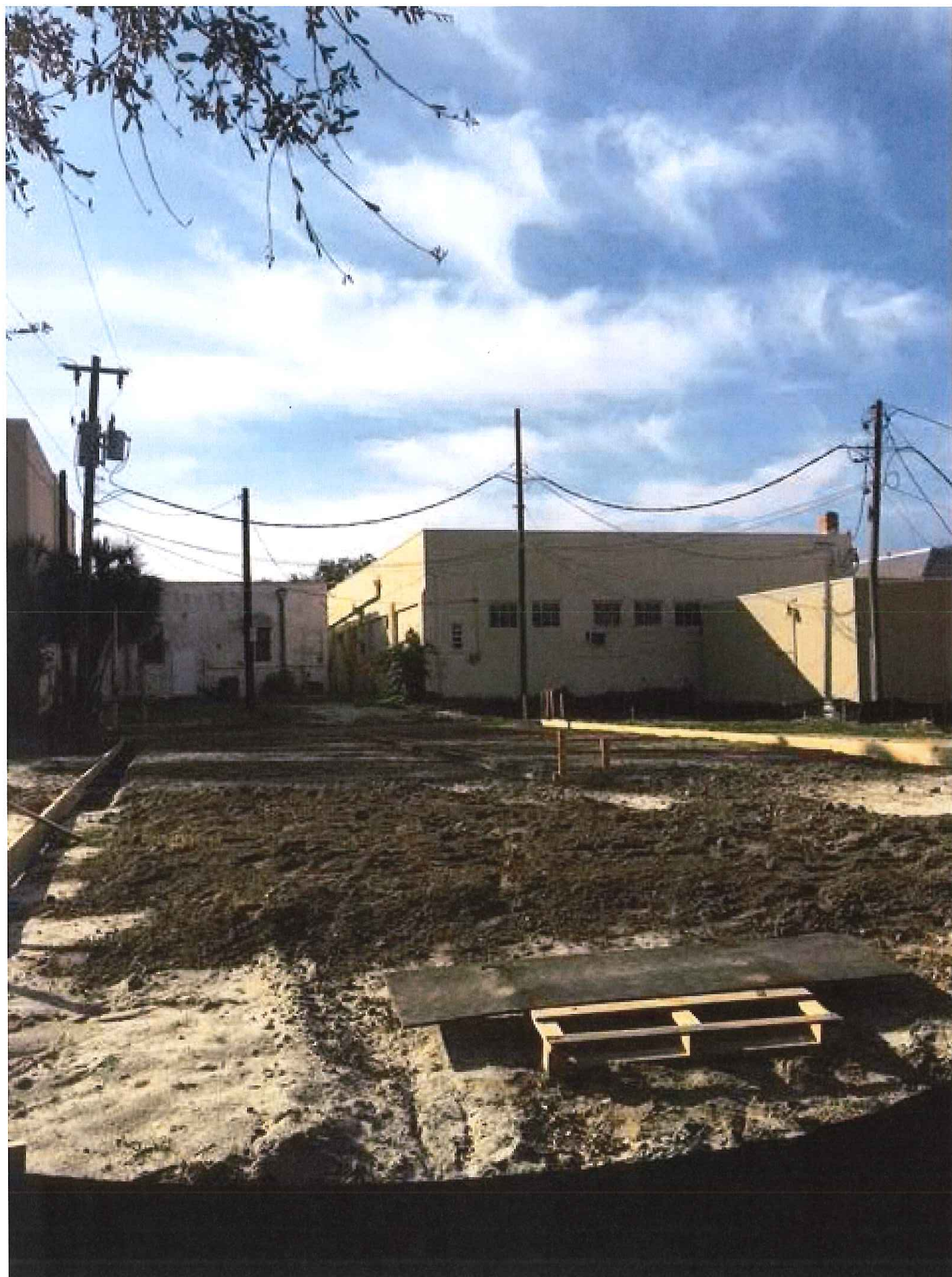
Customer No: 6800040672 Invoice No: 1800124829

Description		Amount
COST: OH/UG CONVERSION @ 415 DELANNOY AVE 32922 Reference# D00007384486		16,450.57
For Inquiries Contact: EILEEN BLACKBURN 321-455-6125	Total Amount Due \$16,450.57 Payment Due Upon Receipt	











AGENDA ITEM VI-3

Commercial Façade Grant Application – 319 Riveredge Blvd

MEMO DATE: January 31, 2017
AGENDA DATE: February 7, 2017
PREPARED BY: Samia Singleton, Economic Development Specialist *SS*
REQUESTED ACTION: Approve a request for a Commercial Façade Grant in the amount of \$10,000 for Commerce Properties of Cocoa Village, LLC, located at 319 Riveredge Blvd.

BACKGROUND

319 Riveredge Blvd. is a commercial property owned by Commerce Properties of Cocoa Village, LLC, whose offices are located at 317 Riveredge Blvd., Suite 100. The applicant is requesting a façade grant in the amount of \$10,000. The funds will go towards the construction of a new ground sign that will replace the existing wall sign on the building. The new ground sign would consist of a main L.E.D. sign with individual business name plates beneath it. The total project cost is \$26,000.

STAFF COMMENTS

Staff fully supports the request for a commercial façade grant for proposed improvements to the property located at the intersection of SR 520 and Riveredge Blvd. The building is in a highly visible location of Cocoa Village. The sign would face eastbound traffic on SR 520. The applicant has submitted a complete and sufficient application for the proposed sign. A sign permit has been submitted to the City of Cocoa Building Division. The improvements are expected to result in a more aesthetically appealing signage that

will enhance and upgrade the image of the Cocoa CRA. The applicant has indicated that the L.E.D. would be available for community announcements and special events.

Commerce Properties of Cocoa Village, LLC has made significant investments in the City of Cocoa's Cocoa CRA and Diamond Square CRA, with the renovations of Parkside Place on Harrison Street and 1060 W. King Street, where it privately invested more than \$800,000 in the facility, which is the new home of the Florida Department of Corrections.

The requested \$10,000 grant is contingent on the Board approving the revised Commercial Façade Improvement Grant Program guidelines to increase the maximum award from \$5,000.

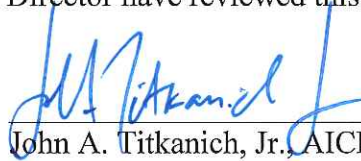
BUDGETARY IMPACT

If approved, there would be a reduction of \$10,000 from the Commercial Façade Grant Program (Account 110-3230-559.83-00 Other Grants & Aids).

REVIEWED

The City Manager and Community Services Director have reviewed this agenda item.

City Manager


John A. Titkanich, Jr., AICP, ICMA-CM

Community Services Director


Steven P. Belden, AICP

REQUESTED MOTION

Approve a request for a Commercial Façade Grant in the amount of \$10,000 for Commerce Properties of Cocoa Village, LLC, located at 319 Riveredge Blvd.

Pre-Application Counseling Date: _____
Staff Member Initials: SS
Date Submitted: 1/26/17

COCOA REDEVELOPMENT AGENCY COMMERCIAL FAÇADE PROGRAM APPLICATION

The Cocoa Community Redevelopment Agency (Cocoa RDA) sponsors a Commercial Façade Improvement Program to benefit property owners in the RDA Area. Matching grants of up to \$5,000.00 are available per commercial parcel to qualified owners. **Matching grants of \$10,000 are available to applicants whose property is located in that portion of the Cocoa Redevelopment Agency within the Cocoa Enterprise Zone. No property located on Brevard Avenue is considered eligible. Applications must be submitted two weeks in advance of each RDA meeting.** The Cocoa RDA meets on the first Tuesday of each month. (Please print or type using either blue or black ink).

PROPERTY OWNER/APPLICANT NAME: Commerce Properties of Cocoa Village, LLC

APPLICANT'S PHONE NUMBER: 321-433-4043

MAILING ADDRESS: 317 Riveredge Blvd., Suite 100, Cocoa, FL 32922

PROPERTY ADDRESS: 319 Riveredge Blvd., Cocoa, FL 32922

BUSINESS NAME: Commerce Properties of Cocoa Village, LLC

DESCRIPTION OF PLANNED IMPROVEMENTS:

Construction of free standing sign with LED board.

TOTAL PROJECT COST: \$26,000

GRANT FUNDS REQUESTED: \$10,000

PLEASE ATTACH THE FOLLOWING:

1. Copy of Deed/Proof of Ownership
2. Copy of City Occupational Business License
3. Color Photographs/Slides of Current Condition
4. Site Survey (required ONLY in the case of landscaping improvements)
5. Estimates/quotes/bids for all costs associated with the project ("Sweat equity" hours will not be credited.)

Pre-Application Counseling Date: _____
Staff Member Initials: _____
Date Submitted: _____

6. Complete, written scope of rehabilitation work
7. Complete, written description of the projects ability to meet the design criteria for funding outlined on the third page of this application
8. Evidence (such as a letter from your banker) of available private funds to pay for the rehabilitation. (The Commercial Façade Program is a reimbursement program in which funds are paid to owners after receipts have been given to the city showing that all contractors and sub-contractors have been paid in full.)
9. Proof of insurance coverage (Please ask your insurance agent to send the Accord Form)

PLEASE BE AWARE OF THE FOLLOWING PROGRAM STIPULATIONS

FUNDING:

1. All funding is subject to approval by the Cocoa Redevelopment Agency Board, which will review applications on a monthly basis.
2. The borrower must be the property owner, as evidenced by a deed.
3. Applicants may receive up to \$5,000 on a one-to-one (public to private fund) matching basis. Notwithstanding, no grant or grants provided under the Commercial Façade Improvement Program shall be awarded in excess of \$5,000.00 as applied to any commercial parcel of property during any one (1) year period. The funds will be provided on a reimbursement basis once all work is complete. All receipts and invoices reflecting payment in full for any improvements of qualifying costs and expenses is required for reimbursement.
4. All private funds must be invested, and related work elements completed, prior to the release of grant funds. The property owner will be responsible for any and all debt incurred.
5. All funds provided shall be secured by a Deferred Payment Promissory Note and a mortgage on the property to ensure the maintenance and protection of funded improvements for a five-year period.
6. No repayment is required and all debt is forgiven on a pro-rata annual basis over a five-year period provided no default occurs.
7. Transfer of ownership is allowed, at the sole discretion of the Cocoa RDA, so long as the property buyer agrees to assume and undertake all obligations relating to maintaining or upgrading any funded improvements for the remainder term of the indebtedness and agrees to execute an agreement, to the satisfaction of the Cocoa RDA, acknowledge and assuming any outstanding debt and agreeing to the terms and condition of the grant.

NOTE: Multi-family/Single family residential property will not be eligible for the program.

Pre-Application Counseling Date: _____
Staff Member Initials: _____
Date Submitted: _____

DESIGN CRITERIA FOR FUNDING CONSIDERATION:

1. The proposed façade improvements must be conducted on a commercial property located within the Cocoa Redevelopment Area. (Threshold requirement)
2. All criteria, elements, or information requested in the application must be complete. (Threshold requirement)
3. Priority will be given to projects which preserve or restore the historical or heritage elements of the commercial building, site, or Cocoa Redevelopment Area.
4. Priority will be given to visible projects having a major or substantial neighborhood impact (i.e. greater weight will be given to those that incorporate structural modifications as opposed to a "paint over". Roof improvements will be considered if the improvements are visible from the public right-of-way).
5. Priority will be given to the projects which address the safety of customers and/or employees at the commercial location.
6. Priority will be given to projects which address the security of customers and/or employees at the commercial location.
7. Priority will be given to projects which address the convenience of employees and/or customers at the commercial location.
8. Priority will be given to projects which will prevent, diminish or eliminate a blighted condition.
9. Priority will be given to projects that reflect a greater proportion of private funds to be utilized over those funds being provided under the Cocoa Façade Improvement Program.
10. Priority will be given to "partner projects" which will cause the upgrade and structural improvements to two or more properties simultaneously.

ELIGIBLE EXPENSES:

1. Exterior improvements that are visible from the public right-of-way and are intended to preserve and protect the structural integrity of the commercial building;
2. Lighting;
3. Landscape Improvements;
4. Awnings;
5. Signage;
6. Painting of other coatings or similar application.

Pre-Application Counseling Date: _____
Staff Member Initials: _____
Date Submitted: _____

APPLICATION PROCESS:

1. Applicant shall submit completed application packets, in accordance with the minimum requirements contained herein, to the City of Cocoa Office of Economic Development.
2. All application packets must be received by the Office of Economic Development at least two (2) weeks before the Cocoa RDA meeting, otherwise the application will be reviewed at the following meeting (approximately one (1) month later).
3. All applications will be reviewed upon receipt by the Office of Economic Development . Any application which does **not** contain all of the minimum required elements and/or information shall be returned to the Applicant for completion and re-submittal.
4. All completed applications shall be ranked by the Office of Economic Development in accordance with the commercial façade improvement's guidelines.
5. All completed and ranked applications shall be scheduled for consideration by the Cocoa RDA.
6. Applicants should be present and prepared to discuss their project and request in detail.

Note: No improvements are to begin prior to RDA Board approval.
Improvements started before the board approval will not be funded.

The undersigned understand the criteria required for grant request approval.



Signature of Applicant/Owner

1/26/17

Date

Pre-Application Counseling Date: _____
Staff Member Initials: _____
Date Submitted: _____

**COCOA REDEVELOPMENT AREA DESIGN CRITERIA
REVIEW FORM**

On an attached sheet(s), please provide the following information in as concise a manner as possible.

THIS FORM IS TO BE COMPLETED BY A STAFF MEMBER

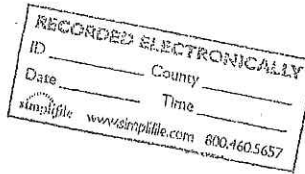
1. Historical and/or heritage elements preserved or restored _____
2. Neighborhood impact assessment _____
3. Safety based improvements for employees and/or customers _____
4. Convenience based improvements for employees and/or customers _____
5. Security based improvements for employees and/or customers _____
6. Eliminates, prevents or diminishes a blighting condition _____
7. Provides 50% more private funding than the public funding being requested of the redevelopment agency _____
8. Upgrades two or more properties simultaneously _____
9. The property location is within the Cocoa RDA area _____
10. The application is complete _____
- Total _____

This Instrument Prepared by:

Patty Wright
Alliance Title Insurance Agency Inc
730 E. Strawbridge Ave., Suite 100
Melbourne, Florida 32901

as a necessary incident to the fulfillment of conditions
contained in a title insurance commitment issued by it.

Property Appraisers Parcel I.D. (Folio) Number(s):
24-36-33-06-00000.0-0008.01
Grantee(s) I.D.#(s):
File No: 112070183



WARRANTY DEED

This Warranty Deed Made the 14th day of September, 2012, by Minot Family Properties LLC, a Florida limited liability company, a corporation existing under the laws of FLORIDA, and having its place of business at 1401 Gleneagles Circle, Rockledge, Florida 32955, hereinafter called the grantor,

to Commerce Properties of Cocoa Village, LLC, a Florida limited liability company, whose post office address is: 317 Riveredge Blvd, Suite 100, Cocoa, Florida 32922, hereinafter called the grantee,

WITNESSETH: That said grantor, for and in consideration of the sum of \$675,000.00 and other valuable considerations, receipt whereof is hereby acknowledged, by these presents grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Brevard County, Florida, viz:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2011, reservations, restrictions and easements of record, if any.

(Wherever used herein the terms "grantor" and "grantee" included all the parties to this instrument, and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporation.)

In Witness Whereof, the Grantor has caused these presents to be executed in its name, and its corporate seal to be hereunto affixed, by its proper officers thereunto duly authorized, the day and year first above written.

Signed, sealed and delivered in our presence:

Witness Signature:
Printed Name:

Witness Signature:
Printed Name:

STATE OF FLORIDA
COUNTY OF BREVARD

Minot Family Properties LLC, a Florida limited liability company

BY: Laura J. Minot
Laura J. Minot, Manager

The foregoing instrument was acknowledged before me this 14th day of September, 2012, by Laura J. Minot as Manager of Minot Family Properties LLC, a Florida limited liability company, on behalf of the company. She is personally known to me or who has produced FLDL driver license as identification.

~NOTARY SEAL~

Notary Signature:
My Commission Expires:

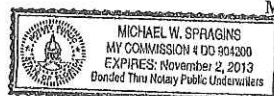


Exhibit "A"

File Number: 112070183

The East 150.0 feet of Lot 8, Cocoa River Development, a Subdivision according to the plat thereof recorded in Plat Book 11, Page 75 of the Public Records of said Brevard County, LESS the external area formed by a 15 foot radius at the intersection of the Southerly right of way line of King Street (State Road No. 520) (64 foot right of way) and the Westerly right of way line of River Edge Boulevard (80 foot right of way), the remainder of which is more particularly described according to a survey there by C. C. Jobe Associates, Inc. of Merritt Island, Florida, dated June 10, 1968, as follows:

BEGINNING at an iron pin in the said right of way line of King Street, being 270.0 feet due east of the Easterly right of way line of Delannoy Avenue, running thence (1) along the said line of King street due East 135.07 feet to an iron pin at the northwesterly end of a curved highway right of way line which connects the said right of way line of King Street with the said right of way line of River Edge Boulevard; thence (2) along the said curved highway connecting the right of way line southeastwardly along a curve to the right with a radius of 15 feet an arc distance of 23.20 feet (the chord bearing and distance of said arc being South 45 degrees 07 minutes 40 seconds East 21.26 feet) to the southeasterly end of said curved highway connecting right of way line in the said right of way line of River Edge Boulevard, thence (3) along said right of way line of River Edge Boulevard South 00 degree 15 minutes 20 seconds East 133.70 feet to an iron pin in line of land now or formerly of Edward Fischer, thence (4) along said line of land of Edward Fischer due west 150.0 feet to an iron pin in a line of land now or formerly of S. F. Travis Company, Inc., thence (5) along said line of land of S. F. Travis Company, Inc. North 00 degree 15 minutes 20 seconds West 148.63 feet to an iron pin at the place of BEGINNING. .

City of Cocoa
LOCAL BUSINESS TAX RECEIPT
65 Stone Street
Cocoa, Florida 32922
(321) 433 - 8501
Receipt Number 17-00006756
10/16-09/17

COMMERCE PROPERTIES OF COCOA V
317 RIVER EDGE BLVD
SUITE 100
COCOA FL 32922

BASE FEE	ADDITIONAL CHARGE	LATE PENALTY	TOTAL PAID
74.00	0.00	0.00	74.00

NAICS Code: 531
Classification: Real Estate
Local Business Tax Receipt Number: 17-00006756
Date Issued: August 18, 2016
Expiration Date: September 30, 2017



Location Address:
319 RIVER EDGE BLVD 10 UN
COCOA FL 32922

A penalty will be imposed on any persons failing to post this receipt conspicuously in the place of business or for not renewing by September 30th. This receipt is transferable only under conditions stated in Chapter 12, Cocoa City Code.

This Local Business Tax Receipt does not constitute an endorsement approval or disapproval of the holder's skill or competence or for the compliance or non-compliance of the holder with other laws, regulations or standards.

Release Note: If payment was made by check or credit card and returned to the City of Cocoa for "non-sufficient funds" or payment is refused by your credit card company then your Local Business Tax Receipt is not valid.

Customer Service Feedback Survey: Please take a moment to complete a brief customer service survey regarding your experience with the City of Cocoa Community Development Department.

The online Customer Service Feedback Survey can be found at:

www.cocoafl.org/communityservicescustomersurvey

For any questions concerning this Local Business Tax Receipt, please contact a Permit/License Technician at (321) 433-8501 or 8502.



319

Peanut's
Hair Attraction

Walter C. Smith, P.A., Attorney at Law
LEGAL EAGLES
Attorney at Law
10000
10000
10000


CENTENNIAL
DEVELOPMENT GROUP

321-433-4043

**Professional
Office Suites
AVAILABLE**

JOB SPECIFICATIONS:

- Manufacture & install:
9' wide by 20' tall pylon sign.
- "Cocoa Village Plaza" to be routed and acrylic backed,
LED back-lit lettering.
- Full color, single-sided LED display.
- LED back-lit, single-sided sign cabinet, pan faces with 9
total tenant spaces per side, top space to be double
length.
- Address numerals to be 1/4" acrylic primed and painted.
- Sign finish to be stucco texture with smooth finish
arch type accents and smooth reveals.
- Direct burial concrete footer with pole.

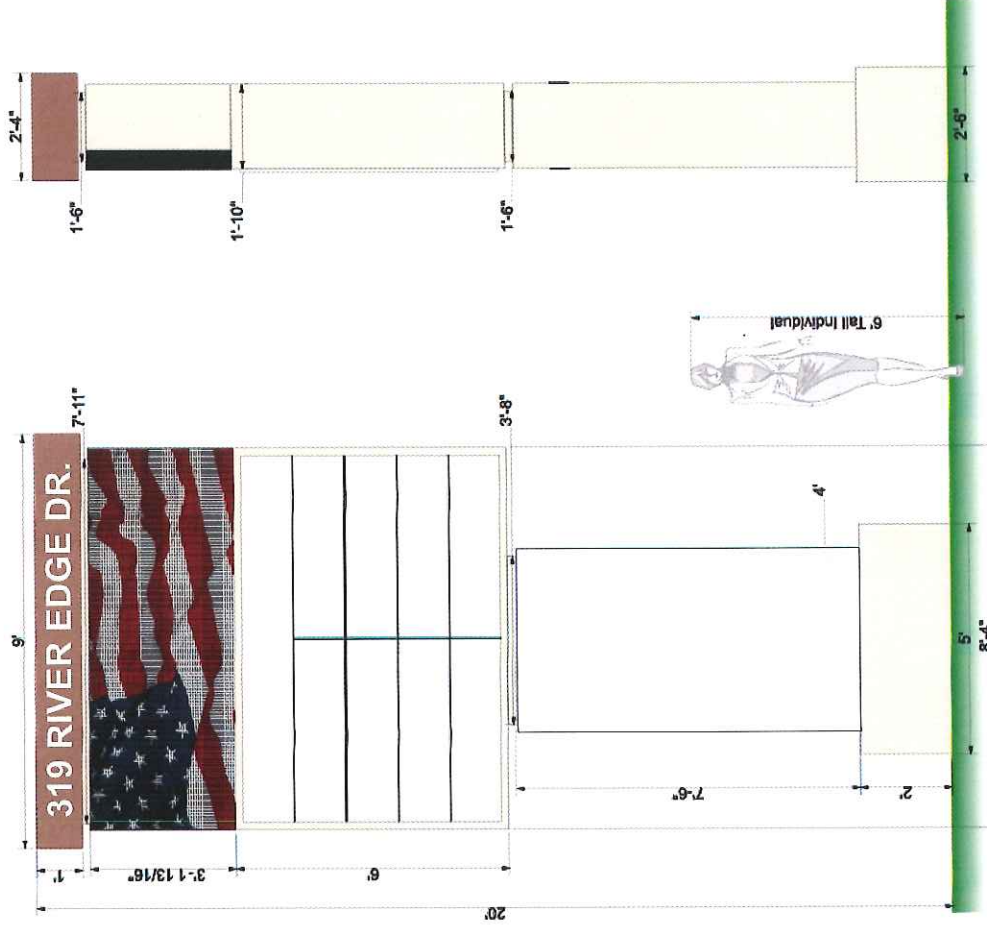
ELECTRICAL:

110V

COLORS:

Main structure: SW7008 Alabaster stucco finish
Topper: TBD (will match building roof)
Vinyl Graphics: TBD

MOUNTING:



Scale: 1/4"=1'

Customer's Signature for Approval:

Customer Name: Cocoa Village Plaza	Sales Person: Denise	Revision Date:
Location: 319 Riveredge Dr. Cocoa, FL		Revision Date:
Date: 4/19/16	Designer: D. Widomski	Revision Date:
Allowable Sq. Ft. 100	Max Height 20'	Revision Date:
File Name: Cocoa Villa Plaza 3		



Kendal
SIGNS

One Sign Company. Multiple Sign Solutions
TEL: 321-636-5116 FAX: 321-636-0402
446 GUS HIPP BLVD. ROCKLEDGE, FL 32955

THIS DOCUMENT IS THE EXCLUSIVE PROPERTY OF KENDAL SIGNS, INC., ROCKLEDGE, FLORIDA. IT MAY NOT BE COPIED, REPRODUCED, MARKETING, SOLD OR MANUFACTURED, IN OR IN PART WITHOUT THE WRITTEN CONSENT OF KENDAL SIGNS, INC.

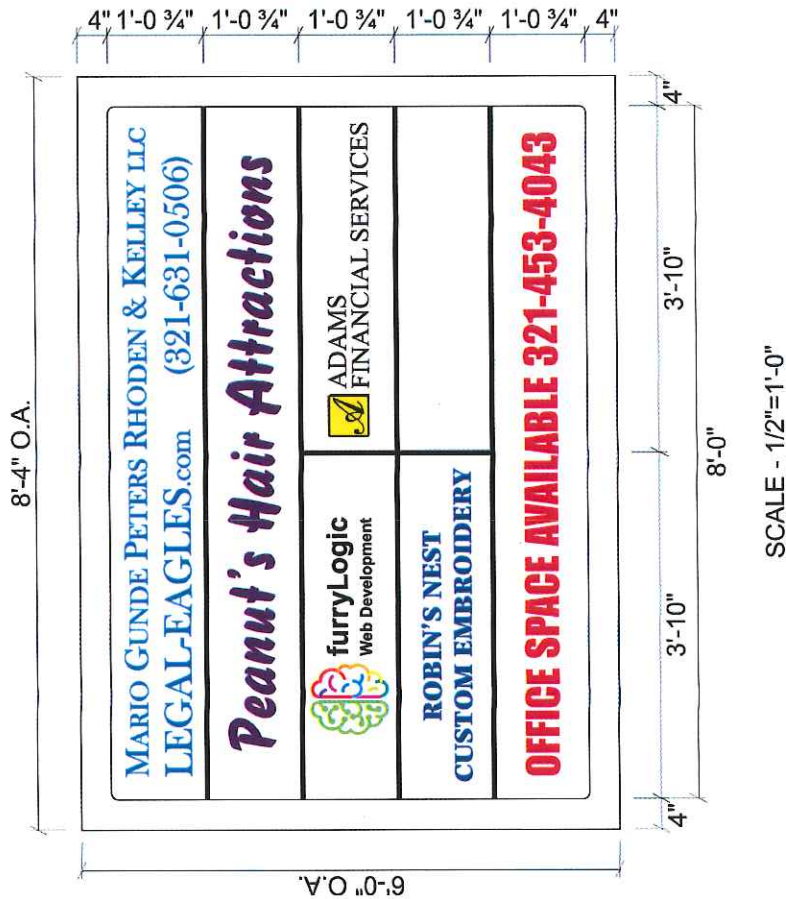
Customer Name:

JOB SPECIFICATIONS:

One (1) White Pan-formed acrylic face for a single-sided pylon sign. Tenant copy to be high performance vinyl overlay.

COLORS:

Mario Gunde... - Oracal 051 Gentian Blue
Peanuts Hair - Oracal 040 Violet
Furry Logic - Digital Print w/ Black copy
Adams Financial - Black & Yellow
Robin's Nest - Oracal 005 Middle Blue
Office Space - Oracal 031 Red



Customer's Signature for Approval:

Customer Name: Cocoa Village Plaza	Sales Person: Denise Berg	Revision Date:
Location: 319 Riveredge Dr., Cocoa, FL		Revision Date:
Date: 11/01/16	Designer: T. Justice	Allowable Sq. Ft. 00
File Name: Cocoa Village Plaza Pan Face Layout	Scale: AS NOTED	Max Height 00

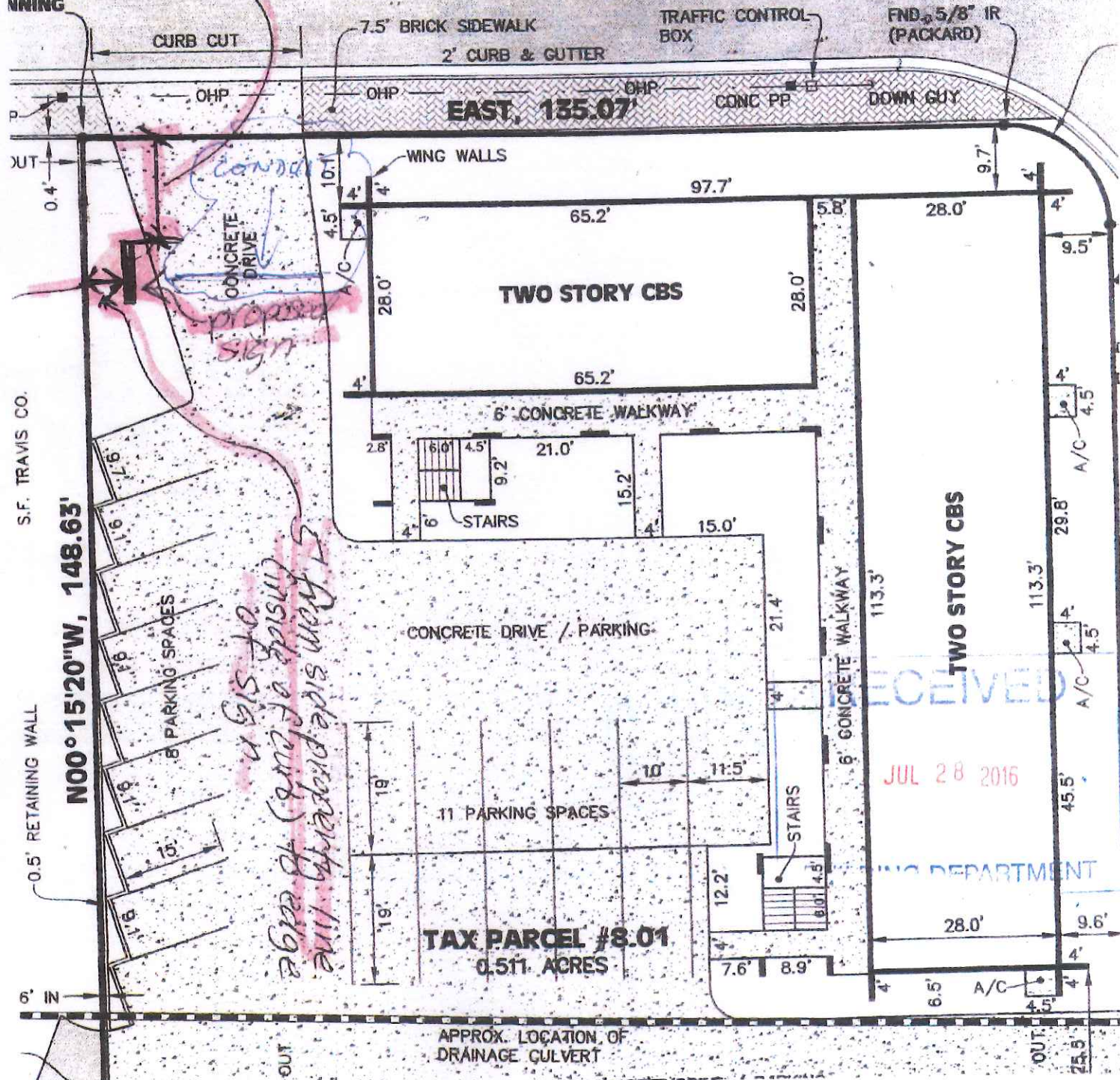


TEL: 321-636-5116 FAX: 321-636-0402
446 GUS HIPP BLVD. ROCKLEDGE, FL 32955

15' from front property line (sidewalk) to bearing edge of sign

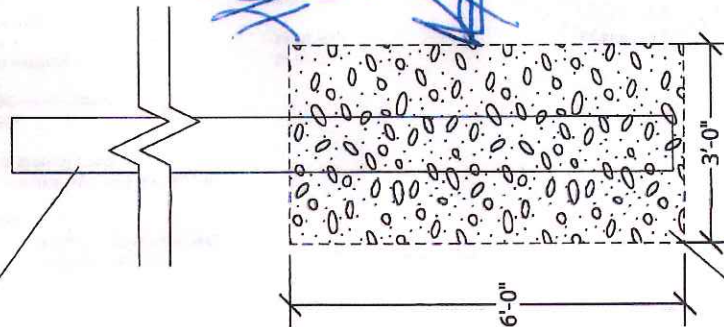
**ALSO KNOWN AS EAST KING STREET)
64' RIGHT OF WAY - ASPHALT PAVED**

ENDING



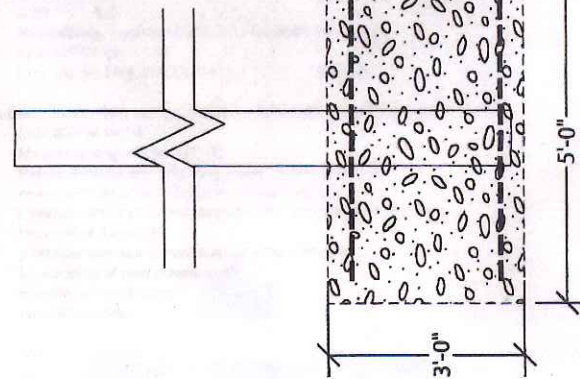
POLE / FOOTER DETAIL (PIER OPTION)

10" SCH40 A53GRB PIPE
SECTION MODULUS = 29.9 IN³
MINIMUM REQUIRED = 26.7 IN³



3' 0" DIAMETER X 6' 0" DEEP 3000 PSI CONCRETE FOOTER
NOTE: ANY SHAPE AT LEAST 3' 0" WIDE IS ACCEPTABLE

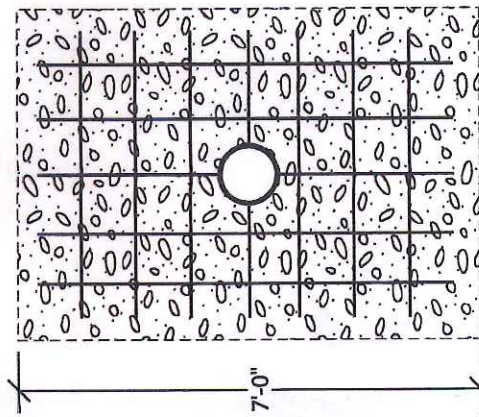
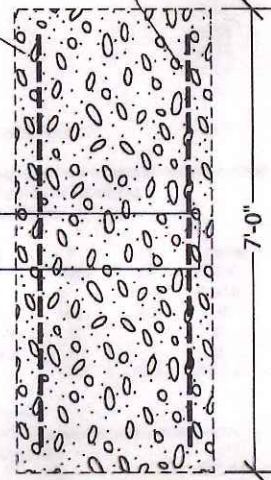
POLE / FOOTER DETAIL (SPREAD OPTION)



10" SCH40 A53GRB PIPE
SECTION MODULUS = 29.9 IN³
MINIMUM REQUIRED = 26.7 IN³

5' 0" X 7' 0" X 3' 0" DEEP
3000 PSI CONCRETE FOOTER

TWO (2) MATS OF #5
12" O.C. BOTH WAYS



John J. Orlando PE LLC
165 Old Ridge Road
Macon, GA 31211 478 731 5394
jjorlando@cox.net
Florida registration # 0044089

Signs conform to the requirements of
5th Edition (2014) Florida Building Code
section 1609 and ASCE 7 10
Ultimate design wind speed V(ult) = 150 mph
Exposure category = C Risk category = I

job 8616KS
sheet 3 of 4

SCALE: 3/8" = 0'

**PROPOSAL / CONTRACT****Customer:** Cocoa Village Plaza**Billing Address:** to be determined**Project Address:** 319 River Edge Drive, Cocoa, FL**Email:** Justin@developer100.com**Contact:** Justin Morton**Phone #:** 321-433-4043**Fax #:****Date:** 5/12/16**SCOPE OF WORK:**

1 - Fabricate and install one new single sided ground sign mounted on a single pole directly buried in concrete foundation. Cabinet is fabricated out of aluminum, prime coated and painted acrylic enamel in a semi-gloss finish. Sign face is .177" thick pan formed acrylic with first surface black vinyl stripes to divide tenant spaces. Tenant copy and colors to be determined. Cabinet is internally illuminated with high output fluorescent lamps 12" on center. Topper and pole cover are aluminum, prime coated and painted in a medium texture simulated stucco finish. Topper has routed lettering backed with acrylic, and illuminated with LED lighting. Two single sided Optec LED message board, 16.67mm, 60x144, full color video and text, time and temp. Remote wireless communication. LED has five year service/five year parts warranty. Installation of program onto one designated computer on site and basic software training. Optec provides unlimited online webinars, tutorial on CD disk provided. Max of (7) lines of characters @ 4.6"h. Approximately (24) characters spaces per line.

\$23,540.00

LED Size: 3' 8 1/2"h x 8' 3 5/8"

a - Customer must provide electric to sign location.

b - Actual cost of permit is additional and will be added to final contract.

Sealed Engineering & Notice of Commencement

\$212.50

Permit Acquisition Labor

\$200.00

SUBTOTAL: \$23,952.50**TAX:** \$1,530.10**TOTAL:** \$25,482.60**DEPOSIT DUE:** \$15,289.56**TOTAL DOES NOT INCLUDE THE COST OF THE PERMIT AND WILL BE BILLED AT ACTUAL COST UPON COMPLETION.**

Terms and Conditions: A deposit of 50% of the total is due upon acceptance of job. Any job that includes an electronic message center requires a 60% deposit. Balance is due upon installation. Any payments not received in a timely manner by Kendal Signs shall bear interest from the due date at the rate of 18% per annum, with a \$50 late fee assessed per month for the past due accounts until paid in full. All signage to remain property of Kendal Signs until paid in full. Customer's failure to submit prompt final payment following installations as per plan shall constitute default. The client/buyer agrees to pay all cost in the event of default of payment by the client/buyer, including reasonable attorney's fees. The client/buyer hereby grants Kendal Signs the right of entry into and on the property of the client/buyer for the purpose of retaking possession of the signage in the event of default, regardless of partial payment received for signage

RESPECTFULLY SUBMITTED BY: Denise Berg**EMAIL :** Denise@Kendalsigns.com

NOTES: Kendal Signs will complete all work as per plan. Customer shall be assessed a lost trip charge if site is not ready upon our crews arrival. Pricing based upon 120 volt primary power to sign location by others. Substandard soil conditions (i.e. coquina, rock, large roots, water, pipe, etc.) or fascias (i.e. steel beams) are additional. All additions, changes or errors that require additional time, labor or materials will be charged at Kendal Signs standard pricing. Kendal Signs reserves the right to apply minor final adjustments and revisions to any sign designs that is deemed in our sole discretion to benefit the sign's operation and/or overall appearance.

Product Warranty: Our standard warranty is as follows: One (1) year on materials, finishes, general workmanship; includes parts and labor. One (1) year on ballasts and transformers; includes parts only; labor to be billed as extra. Ninety (90) days on neon; includes parts and labor. Thirty (30) days on fluorescent lamps; included parts and labor. Warranties for specialty products such as electronic message centers (LED displays) issued separately.

446 GUS HIPP BLVD., ROCKLEDGE, FL 32955 • 321-636-5116 • WWW.KENDALSIGNS.COM

ACCEPTANCE OF PROPOSAL: The above price(s), specifications and conditions are satisfactory and are hereby accepted. I authorize Kendal Signs to perform the work as specified. I agree to make payments as outlined above.

DATE OF ACCEPTANCE

AUTHORIZED CUSTOMER PRINTED NAME

AUTHORIZED CUSTOMER SIGNATURE

JOB SPECIFICATIONS:

- Manufacture & install:
9' wide by 20' tall pylon sign.
- "Cocoa Village Plaza" to be routed and acrylic backed,
LED back-lit lettering.
- Full color, single-sided LED display.
- LED back-lit, single-sided sign cabinet, pan faces with 9
total tenant spaces per side, top space to be double
length.
- Address numerals to be 1/4" acrylic primed and painted.
- Sign finish to be stucco texture with smooth finish
arch type accents and smooth reveals.
- Direct burial concrete footer with pole.

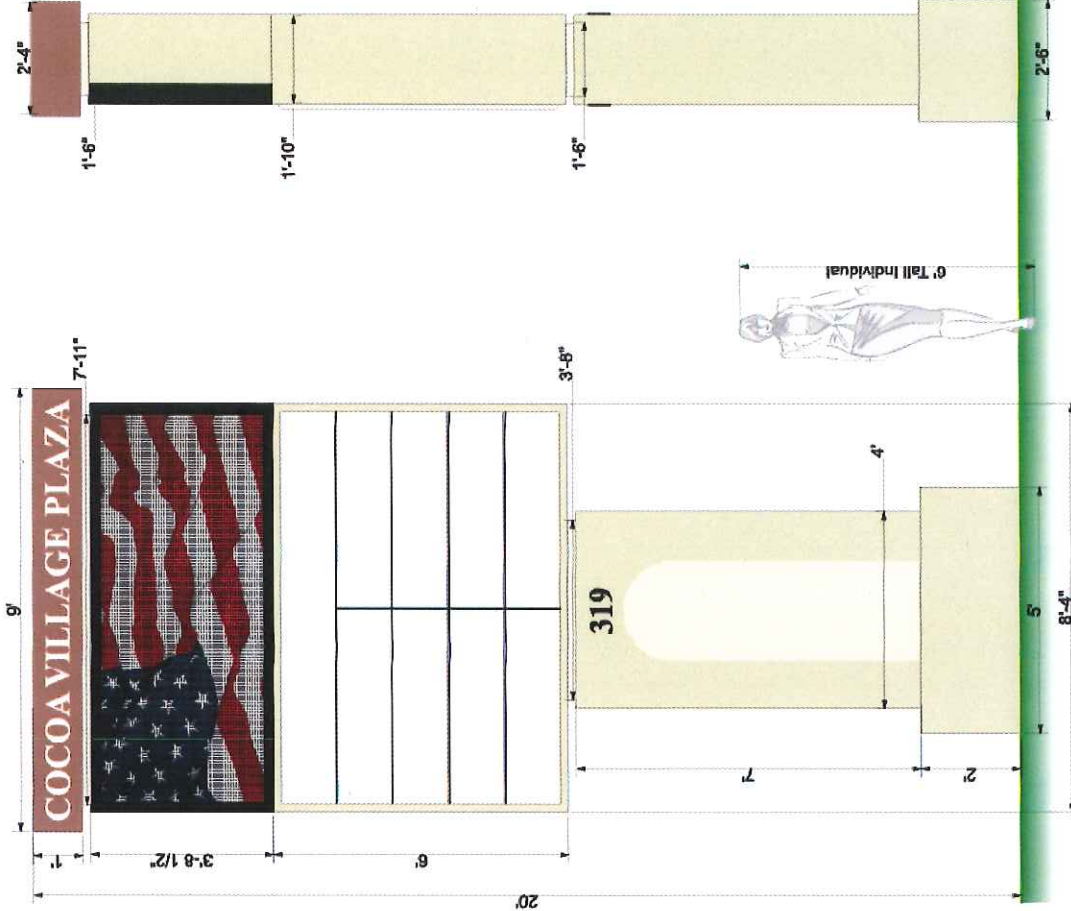
ELECTRICAL:

110V

COLORS:

Main structure: SW6421 Celery stucco finish
Smooth Arch: SW7008 Alabaster
Reveals: SW7008 Alabaster
Topper: TBD (will match building roof)
Vinyl Graphics: TBD

MOUNTING:



One Sign Company. Multiple Sign Solutions
TEL: 321-636-5116 FAX: 321-636-0402
446 GUS HIPPI BLVD. ROCKLEDGE, FL 32955

Customer's Signature for Approval:

Customer Name: Cocoa Village Plaza		Sales Person: Denise		Revision Date:	
Location: 319 Riveredge Dr. Cocoa, FL				Revision Date:	
Date: 4/19/16	Designer: D. Widomski	Allowable Sq. Ft. 100	Max Height 20'	Revision Date:	
File Name: Cocoa Villa Plaza 2				Revision Date:	



CENTENNIAL
DEVELOPMENT GROUP

Mr. Belden,

We have submitted application for a Cocoa Redevelopment Agency Commercial Façade Grant to assist with the cost of a new, free standing sign for our building located at:

319 Riveredge Blvd.
Cocoa, FL 32922

Our sign has already passed permitting by the Cocoa building department and we wish to proceed with its installation.

Our new sign will offer a clean and updated look to market existing tenants. Also, the sign will have a state of the art LED board that will be used to market businesses and events in Cocoa Village.

We would greatly appreciate approval of the façade grant as it will be very helpful in offsetting the costs of such a nice sign. Please feel free to contact me if you have any questions or need any other information.

Regards,

Eddie Lebron



AGENDA ITEM VI - 4
Florida Inland Navigation District (FIND) Grant Application

MEMO DATE: February 8, 2017
AGENDA DATE: February 14, 2017
PREPARED BY: Steven P. Belden, AICP, Community Services Director 

REQUESTED ACTION:

Authorize staff to prepare a grant application for the Florida Inland Navigation District (FIND) Waterway Assistance Program for Fiscal Year 2018, to assist in funding the construction of the t-dock extension and additional boat slips adjacent to Riverfront Park.

BACKGROUND

The Cocoa Waterfront Master Plan, as adopted by the Agency on November 5, 2008, delineates several projects along the Indian River Lagoon including the construction of the t-dock and day slips. Section F. Waterfront, states "The desired riverside improvements established by the community included a list of upgrades to the accessibility of the downtown from a boater's perspective. This is very appropriate since Cocoa Village is nestled on the Intracoastal Waterway, drawing visitors from near and far. The primary recommendations include accommodations for more boat tie-ups and a more accessible waterfront experience for the pedestrian."

In 2013 the Cocoa CRA approved the submittal of a FIND grant application for the design and engineering of the pedestrian connector, t-dock and fishing pier. As the Board is aware, the pedestrian connector is currently out to bid and construction should begin within a couple of months. At this time the refurbishment of the old SR 520 causeway would be cost-prohibitive and therefore is not being pursued at this time. The construction of the t-dock expansion was estimated a few years ago to cost approximately

\$350,550. That number today is more realistically closer to \$400,000. The grant would reimburse the CRA up to 50% of the construction costs of the project. The construction of additional day slips would be approximately \$50,000. The project is currently in design/engineering.

The proposed application has been reviewed by our local FIND District Commissioner Mr. Jerry Sansom. It is a FIND requirement prior to submission of a formal application that the local FIND Commissioner sign-off on the application. The application submittal deadline is March 31.

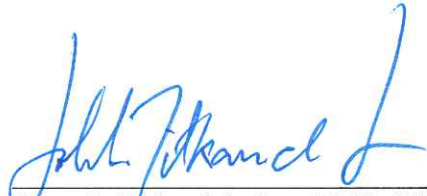
BUDGETARY IMPACT

There is no impact for Fiscal Year 2017.

A proposed line item allocation of \$450,000 in the Infrastructure Account (110-3230-559.63-00) for Fiscal Year 2018 would allow for an allocation to fund the FIND grant if awarded.

REVIEWED

City Manager


John A. Titkanich, Jr., AICP, ICMA-CM

REQUESTED MOTION

Authorize staff to prepare a grant application for the Florida Inland Navigation District (FIND) Waterway Assistance Program for Fiscal Year 2018, to assist in funding the construction of the t-dock extension and additional boat slips adjacent to Riverfront Park.

FY 2017

WATERWAYS ASSISTANCE

PROGRAM

APPLICATION PACKAGE

Part 2. Attachment E

The following Attachment E-1 through E-8 forms, in addition to the requirements of the application checklist, constitute your formal application.

SUBMIT THE APPLICATION INFORMATION IN THE ORDER LISTED ON THE CHECKLIST.

A completed hardcopy of the application may be delivered to:
FIND, 1314 Marcinski Rd., Jupiter, FL 33477
or an electronic copy (pdf) may be emailed to
JZimmerman@aicw.org. Application must be received by the
deadline, no exceptions.

ATTACHMENT E - APPLICANT TIPS SHEET

(Mistakes Common to the application process and how to avoid them)

Scheduling – The new application is available by the 2nd week of January each year, and District funding is available AFTER October 1st of each year. Applicants should plan their schedule to avoid commonly missed deadlines: Application due – 31ST of March; Property Control – 26th of May, Permits – 20th of September. *(Staff suggestion: Begin to secure property control and permits PRIOR to applying for funding.)*

Property Control Verification – Please have your attorney complete and sign the form in the application verifying applicant property control. Support documentation is not necessary. In the case of leases or management agreements, please forward a copy to the District well in advance of the deadline to verify consistency with our program rules. *(Staff suggestion: Resolve this requirement outside the application “window”).*

Project Costs Eligibility – Please note the eligible project costs in Rule Section 66B-2.008, F.A.C. If you are not sure about an item’s eligibility, ask! Note: Any ineligible cost, including in-house project management and administration, is also not eligible for an applicant’s match. Make sure you have delineated your required minimum cost-share on the project cost estimate. *(Staff suggestion: If you have questions about the eligibility of an item, work up a mock cost-sheet and send it to our office well before the deadline. Do not include applicant project management in your cost estimate).*

Cost-Share – Although the applicant must provide a minimum of 50% of the total project costs (25% for eligible public navigation dredging), there is no specific requirement to split each item. *(Staff suggestion: You may want to organize project element in a certain manner for easier accounting.)*

Pre-Agreement Expenses - Rule 66B-2.005(3), F.A.C. requires any activity in the submitted project cost estimate occurring PRIOR to October 1st to be considered as pre-agreement expenses. The Board’s past philosophy has been to fund only those projects that require District funding assistance to be completed. It is best to avoid pre-agreement expenses if possible, or limit them to a small percentage of the project. Note, that pre-agreement expenses must be limited to 50% or less of the total project costs, and they are eligible for only ½ of the original District funding. *(Example: A project with a total cost of \$200,000 is Board-approved for one-half construction PRIOR to October 1st. In this case, District funding will be limited as follows: Only 50% of the \$100,000 project cost prior to October 1st is eligible as project expenses (i.e. \$50,000). Then only ½ of the eligible project expenses (\$50,000) are eligible for District funding assistance (i.e. \$25,000).*

Submitted Materials & June Presentation –The Board must review and evaluate every application and each year we receive about 90 applications for consideration. The final product for the Commissioner’s review is two 8-1/2” x 11” spiral-bound notebooks containing the essential information for the application. **NOTE: make sure your final submitted material is the same material you will be presenting to the Board at our June meeting. This will avoid confusion and strengthen your presentation.** *(Staff suggestion: Limit the submitted materials to the requested information, in the required format and make sure it is consistent with your June presentation. Do not submit additional material at the June presentation! Don’t create unnecessary work for yourself!)*

ELECTRONIC SUBMISSIONS – Grant applications are being accepted by email or hardcopy. Grant applications may be submitted via email as a pdf attachment (permits attached separately). Make sure to label your pdf attachment with the applicant and project title. You will receive a confirmation email letting you know your application has been received. Email your completed application to JZimmerman@aicw.org

Or you may send hardcopy applications with an electronic file in Word or PDF format on a CD or flash drive to FIND, 1314 Marcinski Rd, Jupiter, FL 33477.

Applications must be received by the District by 4:30 pm on March 31, 2017.

ATTACHMENT E-1.
APPLICATION CHECKLIST 2017
(To be completed by the Applicant)

Project Title:	Lee Wenner Park T-Dock and Day Slips
Applicant:	City of Cocoa

This checklist and the other items listed below in items 1 through 13 constitute your application. The required information shall be submitted in the order listed.

Any additional information submitted by the applicant is subject to being removed from the package by District staff prior to presentation to the District Board because of reproduction and space considerations.

A completed hardcopy of the application may be mailed to: FIND, 1314 Marcinski Rd., Jupiter, FL 33477 or an electronic copy may be emailed to JZimmerman@aicw.org. Application must be received by the deadline, no exceptions.

All information is required to be on 8 1/2" x 11" paper so they may be included in agenda books bound by staff.

	<u>YES</u>	<u>NO</u>
1. District Commissioner Review (prior to March 3rd) (NOTE: For District Commissioner initials ONLY!) (District Commissioner must initial the yes line on this checklist for the application to be deemed complete)		_____
2. Application Checklist – E-1 (Form No. 90-26, 2 pages) (Form must be signed and dated)	_____	_____
3. Applicant Info/Project Summary – E-2 (Form No. 90-22, 1 page) (Form must be completed and signed)	_____	_____
4. Project Information – E-3 (Form No. 90-22a, 1 page)	_____	_____
5. Application and Evaluation Worksheet – E-4 ₍₊₎ (Form No. 91-25)(One proper sub-attachment included, 7 pages) Must answer questions 1-10. No signatures required	_____	_____
6. Project Cost Estimate – E-5 (Form No. 90-25, 1 page) (Must be on District form)	_____	_____
7. Project Timeline – E-6 (Form No. 96-10, 1 page)	_____	_____
8. Official Resolution Form – E-7 (Form No. 90-21, 2 pages) (Resolution must be in District format and include items 1-6)	_____	_____

ATTACHMENT E-1 (Continued)

APPLICATION CHECKLIST
(To be completed by the Applicant)

	<u>YES</u>	<u>NO</u>
9. Attorney's Certification (Land Ownership) – E-8 (Must be on or follow format of Form No. 94-26, (Legal descriptions NOT accepted in lieu of form)	_____	_____
10. County/City Location Map	_____	_____
11. Project Boundary Map	_____	_____
12. Clear & Detailed Site Development Plan Map	_____	_____
13. Copies of all Required Permits (Required of development projects only)	_____	_____

The undersigned, as applicant, acknowledges that Items 1 through 12 above constitutes a complete application and that this information is due in the District office no later than 4:30 PM, March 31, 2017. By May 26, 2017 my application must be deemed complete (except for permits) or it will be removed from any further consideration by the District. I also acknowledge that the information in Item 13 is due to the District no later than September 20, 2017. If the information in Item 13 is not submitted to the District office by September 20, 2017, I am aware that my application will be removed from any further funding consideration by the District.

LIAISON: _____ TITLE: _____

**** SIGNATURE - PROJECT LIAISON ****

DATE

FIND OFFICE USE ONLY

Date Received: _____

Local FIND Commissioner Review: _____

All Required Supporting Documents: _____

Applicant Eligibility: _____

Project Eligibility: _____ Available Score: _____

Compliance with Rule 66B-2 F.A.C.: _____

Eligibility of Project Cost: _____

ATTACHMENT E-2

WATERWAYS ASSISTANCE PROGRAM FY 2017 PROJECT APPLICATION APPLICANT INFORMATION – PROJECT SUMMARY

APPLICANT INFORMATION			
Applicant:	City of Cocoa		
Department:	Cocoa Community Redevelopment Area		
Project Title:	Lee Wenner Park T-Dock and Day Slips		
Project Director:	Steven Belden	Title:	Community Services Director
Project Liaison: (if different from Project Director)		Title:	
Mailing Address:	65 Stone St		
City:	Cocoa	Zip Code:	32922
Email Address:	sbelden@cocoafl.org	Phone #:	321-433-8522
Project Address:			

***** I hereby certify that the information provided in this application is true and accurate.*****

SIGNATURE: _____ DATE: _____

PROJECT NARRATIVE (Please summarize the project in space provided below in 2 paragraphs or less.)

The project proposes to extend the existing T-Dock and construct additional boat slips adjacent to Riverfront Park. The extension of the T-Dock will provide access to a deeper channel of water in the Intracoastal Waterway (ICW). The T-Dock is located at the north end of Riverfront Park adjacent to Lee Wenner Park. The T-Dock consists of a 25-foot walkway that was not constructed to handle large impact and docking loads from larger vessels. It is structurally limited as to the size of vessels able to dock.

The boat slips are proposed west of the existing day slips to provide additional public docking access for day-boaters ranging in size from approximately 20 to 30 feet. The additional day slips will complement the extension of the T-Dock, which is geared towards larger vessel docking such as ICW cruisers, whereas the day slips are intended to provide access for the local boaters. The day slips are currently in the design/engineering phase and being funded by the Cocoa CRA.

ATTACHMENT E-3 - PROJECT INFORMATION 2017

Applicant:	City of Cocoa	Project Title:	Lee Wenner Park T-Dock and Day Slips		
Total Project Cost: \$	\$450,000	FIND Funding Requested: \$	225,000	% of Total Cost:	50%
Amount and Source of Applicant's Matching Funds:	Cocoa CRA TIF funds will fund the project.				

1. Ownership of Project Site (check one): Own: ☐ Leased: ☐ Other: ☒

2. If leased or other, please describe lease or terms and conditions:

The t-dock is owned by the City of Cocoa with a Sovereign Submerged Land Lease from the State of Florida that will be extended as part of the t-dock expansion. The additional day slips will require a Sovereign Submerged Land Lease from the State. +

3. Has the District previously provided assistance funding to this project or site? Yes: ☒ No: ☐

4. If yes, please list:

The District awarded the City a grant for the design/engineering of the t-dock expansion.

5. What is the current level of public access in terms of the number of boat ramps, boat slips and trailer parking spaces, linear feet of boardwalk (etc.)? (as applicable):

There are currently four public boat ramps, 150-foot public t-dock, eight public day slips, and forty-four paved trailer parking spaces.

6. How many additional ramps, slips, parking spaces or other access features will be added by this project?

Approximately 8 new day slips and extension of the t-dock by 250 feet.

7. Are fees charged for the use of this project? No ☒ Yes ☐ **

****If yes, please attach additional documentation of fees and how they compare with fees from similar public & private facilities in the area.**

Please list all Environmental Resource Permits required for this project:

AGENCY	Yes / No / N/A	Date Applied For	Date Recieved
WMD	YES		
DEP	YES		
ACOE	YES		
COUNTY / CITY	YES		

ATTACHMENT E-4

WATERWAYS ASSISTANCE PROGRAM APPLICATION AND EVALUATION WORKSHEET

DIRECTIONS: All applicants will complete questions 1 through 6, and then based on the type of project, complete one and only one subsection (E-4A, B, C, D or E) for questions 7-10.

****Please keep your answers brief and do not change the pagination of Attachment E-4 ****

All other sub-attachments that are not applicable to an applicant's project should not be included in the submitted application.

Project Title:	Lee Wenner Park T-Dock and Day Slips
Applicant:	City of Cocoa

1) PRIORITY LIST:

- a) **Denote the priority list category of this project from Attachment C in the application.** (The application may only be of one type based upon the predominant cost of the project elements.)

This project is listed under Priority Category 8 - Acquisition, dredging, shoreline stabilization, and development of public boat docking and mooring facilities.

- b) **Explain how the project fits this priority category.**

This project is related to the development of public boat docking facilities with the extension of the t-dock to allow larger vessels to dock and increase the number of day slips to provide more access to waterside facilities for the public.

(For reviewer only)

Max. Available Score for application _____

Question 1. Range of Score (1 to ____ points)

2) WATERWAY RELATIONSHIP:

- a) Explain how the project relates to the ICW and the mission of the Navigation District.**

Riverfront Park and Lee Wenner Park are located directly on the Intracoastal Waterway and provide boater and non-boater access to the waterway. Expansion of the t-dock and additional day slips will allow for greater access to the ICW as well as land side facilities.

- b) What public access or navigational benefit to the ICW or adjoining waterway will result from this project?**

By extending the t-dock larger vessels, such as ICW cruisers, will be able to dock at Riverfront Park as well as providing additional slips for smaller vessels.

(For reviewer only)
(1-6 points)

3) PUBLIC USAGE & BENEFITS:

- a) How is the public usage of this project clearly identified and quantified? Estimate the amount of total public use.**

Extension of the t-dock will allow larger vessels to dock that currently are unable to due to the depth of water. With the extension of the t-dock into deeper water, larger vessels will have the ability to dock such large sail boats traveling along the eastern coast. The additional day slips will provide the ability for approximately 8 to 10 more boats to dock at one time.

- b) Discuss the regional and local public benefits that will be provided by the project. Can residents from other counties of the District reasonably access and use the project? Explain.**

The t-dock and day slips are open to the public. As stated above, larger vessels will have the ability to dock with the extension of the t-dock.

- c) Are there any restrictions placed on commercial access or use of this site?**

The t-dock and day slips are for public use only. There is no commercial component to these facilities.

(For reviewer only)
(1-8 points)

4) TIMELINESS

- a) Describe current status of the project and present a reasonable and effective timeline for the completion of the project consistent with Attachment E-6.**

The design/engineering of the t-dock is complete. The design/engineering of the day slips is currently underway and will be complete by the end of the fiscal year 2017.

- b) Briefly explain any unique aspects of this project that could influence the project timeline.**

The existing Sovereign Submerged Land Lease will need to be extended.

(For reviewer only)
(1-3 points)

5) COSTS & EFFICIENCY:

- a) List funding sources and the status and amount of the corresponding funding that will be utilized to complete this project.**

The project will be funded 100% through the Cocoa Community Redevelopment Area.

- b) Identify and describe any project costs that may be increased because of the materials utilized or specific site conditions.**

None identified at this time.

- c) Describe any methods to be utilized to increase the cost efficiency of this project.**

To be determined.

- d) If there are any fees associated with the use of this facility, please detail. In addition, please provide a listing of the fees charged by similar facilities, public and private, in the project area.**

No fees are charged to utilize the facilities.

(For reviewer only)
(1-6 points)

6) PROJECT VIABILITY:

- a) **What specific need in the community does this project fill? Is this project referenced or incorporated in an existing maritime management, public assess or comp plan?**

This project fulfills a public need for increased boating access to Lee Wenner Park and Cocoa Village as identified in the Cocoa Waterfront Master Plan completed in 2008.

- b) **Clearly demonstrate how the project will continue to be maintained and funded after District funding is completed.**

Maintenance will be the responsibility of Cocoa Community Redevelopment Agency.

- c) **Will the program result in significant and lasting benefits? Explain.**

This project will have an immediate and lasting benefit to the boating community by increasing the number and types of boats that have free public access to the ICW.

- d) **Please describe any environmental benefits associated with this project.**

The project will aid in enforcement of City of Cocoa docking ordinance and regulating safe boating and environmentally sensitive activities through proper monitoring of boating activities at the docking facilities.

(For reviewer only)
(1-7 points)

SUB-TOTAL _____

FIND FORM NO. 91-25

Rule 66B-2.005 (Effective Date: 3-21-01, Revised 4-24-06, 1-27-14)

**ATTACHMENT E-4A
DEVELOPMENT & CONSTRUCTION PROJECTS**

**WATERWAYS ASSISTANCE PROGRAM
APPLICATION AND EVALUATION WORKSHEET**

THIS ATTACHMENT IS TO BE COMPLETED IF YOUR PROJECT IS A
DEVELOPMENT OR CONSTRUCTION PROJECT BUT IS NOT AN INLET
MANAGEMENT OR BEACH RENOURISHMENT PROJECT.

7) PERMITTING:

- a) **Have all required environmental permits been applied for? (USACE, DEP and WMD)
If permits are NOT required, explain why not.**

Permits will be applied for as required by this project.

- b) **If the project is a Phase I project, list the tasks scheduled to obtain the necessary permits and engineering work and provide a general cost estimate for the future Phase II work.**

This is a Phase II project.

- c) **Detail any significant impediments that may have been identified that would potentially delay the timely issuance of the required permits.**

No impediments are anticipated at this time.

*(For reviewer only)
(1-4 points)*

8) PROJECT DESIGN:

- a) **Has the design work been completed? If this is a Phase I project, has a preliminary design been developed?**

Design of the t-dock expansion is complete. Design of the day slips is currently underway.

- b) **Are there unique beneficial aspects to the proposed design that enhance public usage or access, minimize environmental impacts, improve water quality or reduce costs?**

The extension of the t-dock will allow for larger vessels to dock that are currently unable to due to the depth of the water. The additional day slips will provide docking space that is often times utilized by dinghy boats that take up space.

(For reviewer only)
(1-2 points)

9) CONSTRUCTION TECHNIQUES:

- a) **Briefly explain the construction techniques to be utilized for this project. If a Phase 1, elaborate on potential techniques.**

T-dock will be wood construction. The day slips have not been determined at this time. They may be fixed or floating depending on the results of the engineer recommendation.

- b) **How are the utilized construction techniques appropriate for the project site?**

Construction techniques will be determined by environmental and safety factors.

- c) **Identify any unusual construction techniques that may increase or decrease the costs of the project.**

None determined at this time.

(For reviewer only)
(1-3 points)

10) CONSTRUCTION MATERIALS:

- a) List the materials to be utilized for this project. What is the design life of the proposed materials compared to other available materials?

To be determined.

- b) Identify any unique construction materials that may significantly alter the project costs.

To be determined.

(For reviewer only)
(1-3 points)

**RATING POINT
TOTAL** _____

(Note: The total maximum score possible is dependent upon the project priority category but cannot exceed 50 points unless the project qualifies as an emergency-related project. The minimum score possible is 10 points. A score of 35 points or more is required to be considered for funding.)

**ATTACHMENT E-4B
ENVIRONMENTAL EDUCATION PROJECTS**

**WATERWAYS ASSISTANCE PROGRAM
APPLICATION AND EVALUATION WORKSHEET**

THIS ATTACHMENT IS TO BE COMPLETED IF YOUR PROJECT IS AN
ENVIRONMENTAL EDUCATION PROJECT

7) THOROUGHNESS:

- a) **Who is the primary target audience or user group for the project and how were they identified?**

Not Applicable.

- b) **How have the needs of the target audience been evaluated and met?**

Not Applicable.

- c) **How many people will the program serve on an annual basis? What will be the measurable results?**

Not Applicable.

(For reviewer only)
(1-5 points)

8) DELIVERABLES:

- a) Describe the materials and project deliverables to be produced by this project.

Not Applicable.

- b) Is there a clear and effective plan of dissemination of the materials produced through the project? Please describe.

Not Applicable.

(For reviewer only)
(1-2 points)

9) EXPERIENCE & QUALIFICATIONS:

- a) Please briefly describe the qualifications of the program administrator(s), including prior experience, and areas of expertise.

Not Applicable.

- b) What previous projects of this nature have been completed by the program manager?

Not Applicable.

(For reviewer only)
(1-2 points)

10) PROJECT GOALS:

a) What are the long-term goals of this project as it relates to the ICW?

Not Applicable.

b) What is the expected duration/frequency of this program?

Not Applicable.

(For reviewer only)
(1-3 points)

**RATING POINT
TOTAL** _____

(Note: The total maximum score possible is dependent upon the project priority category but cannot exceed 50 points unless the project qualifies as an emergency-related project. The minimum score possible is 10 points. A score of 35 points or more is required to be considered for funding.)

**ATTACHMENT E-4C
LAW ENFORCEMENT & BOATING SAFETY PROJECTS**

**WATERWAYS ASSISTANCE PROGRAM
APPLICATION AND EVALUATION WORKSHEET**

THIS ATTACHMENT IS TO BE COMPLETED IF YOUR PROJECT IS A LAW
ENFORCEMENT OR BOATING SAFETY PROJECT

7) VIABILITY:

- c) Describe how the project will address particular public health, safety, or welfare issues of the Navigation District's Waterways.

Not Applicable.

- d) How does the project provide significant benefits or enhancements to the District's Waterways?

Not Applicable.

(For reviewer only)
(1-3 points)

8) EXPERIENCE & QUALIFICATIONS:

- a) **List the personnel tasked with the implementation of this project, their qualifications, previous training and experience.**

Not Applicable.

- b) **Have the personnel participated in or received state marine law enforcement training?**

Not Applicable.

(For reviewer only)
(1-2 points)

9) DELIVERABLES:

- a) **Describe the anticipated, long-term measurable results of implementing this project.**

Not Applicable.

- b) **What is the range or area of coverage for this project? Please provide a map of the coverage area.**

Not Applicable.

- c) **Does the project fulfill a particular community need?**

Not Applicable.

For reviewer only)
(1-4 points)

10) EDUCATION:

a) What are the educational benefits (if any) of this proposed project?

Not Applicable.

b) How does the project or program provide effective public boating education or expand boater safety?

Not Applicable.

(For reviewer only)
(1 -3 points)

**RATING POINT
TOTAL** _____

(Note: The total maximum score possible is dependent upon the project priority category but cannot exceed 50 points unless the project qualifies as an emergency-related project. The minimum score possible is 10 points. A score of 35 points or more is required to be considered for funding.)

ATTACHMENT E-4D
INLET MANAGEMENT and PUBLIC NAVIGATION PROJECTS

WATERWAYS ASSISTANCE PROGRAM
APPLICATION AND EVALUATION WORKSHEET

THIS ATTACHMENT IS TO BE COMPLETED IF YOUR PROJECT IS AN INLET
MANAGEMENT or PUBLIC NAVIGATION PROJECT

7) WATERWAY RELATIONSHIP:

- a) How does the project directly benefit the Atlantic Intracoastal Waterway (AICW)?**

Not Applicable.

- b) Identify any long-term sedimentation problems and briefly discuss any methods or activities that will address these issues.**

Not Applicable.

- c) Will the project inhibit sediment inflow into, or reduce the dredging frequency of the AICW?**

Not Applicable.

(For reviewer only)
(1-5 points)

8) PUBLIC ACCESS:

- a) **Will the project enhance public access to or from the waterways? Describe in brief detail.**

Not Applicable.

- b) **List the upstream publicly accessible facilities with improved access as a result of this project.**

Not Applicable.

(For reviewer only)
(1 -3 points)

9) BENEFICIAL PROJECT ELEMENTS:

- a) **Are there additional economic benefits to be realized by implementing this project?**

Not Applicable.

- b) **Briefly spell out any water quality, environmental or habitat benefits to be realized by this project.**

Not Applicable.

(For reviewer only)
(1 -2 points)

10) PROJECT MAINTENANCE:

a) When was this area last dredged? What is the expected frequency of future dredging?

Not Applicable.

b) Explain the funding mechanism for the long-term maintenance of the project.

Not Applicable.

c) Describe the long-range dredge material management plans.

Not Applicable.

(For reviewer only)
(1 -2 points)

**RATING POINT
TOTAL** _____

(Note: The total maximum score possible is dependent upon the project priority category but cannot exceed 50 points unless the project qualifies as an emergency-related project. The minimum score possible is 10 points. A score of 35 points or more is required to be considered for funding.)

**ATTACHMENT E-4E
BEACH RENOURISHMENT PROJECTS**

**WATERWAYS ASSISTANCE PROGRAM
APPLICATION AND EVALUATION WORKSHEET**

THIS ATTACHMENT IS TO BE COMPLETED IF YOUR PROJECT IS A BEACH
RENOURISHMENT PROJECT

7) WATERWAY RELATIONSHIP:

- a) Describe how the District and other navigation interests will benefit from the implementation of this project.

Not Applicable.

(For reviewer only)
(1 -4 points)

8) VIABILITY:

a) Is the project site defined as critically eroded area by a statewide beach management plan?

Not Applicable.

b) Cite the quantifiable rate of erosion in this area.

Not Applicable.

c) Is the project an important component of an overall beach management effort?

Not Applicable.

(For reviewer only)

(1 -4 points)

9) PUBLIC BENEFITS:

a) Are there quantifiable public benefits demonstrated by the project?

Not Applicable.

b) Is there adequate public access to the project area? Please describe location and amount.

Not Applicable.

(For reviewer only)

(1-2 points)

10) PROJECT FUNDING:

a) Describe any assistance funding from other sources.

Not Applicable.

b) Clarify the availability of long-term funding for this project.

Not Applicable.

(For reviewer only)
(1 -2 points)

**RATING POINT
TOTAL** _____

(Note: The total maximum score possible is dependent upon the project priority category but cannot exceed 50 points unless the project qualifies as an emergency-related project. The minimum score possible is 10 points. A score of 35 points or more is required to be considered for funding.)

**ATTACHMENT E-4F
EMERGENCY RE-CONSTRUCTION**

**WATERWAYS ASSISTANCE PROGRAM
APPLICATION AND EVALUATION WORKSHEET**

THIS ATTACHMENT IS TO BE COMPLETED ONLY IF YOUR PROJECT IS A
WATERWAY PROJECT THAT WAS DAMAGED BY A NATURAL DISASTER AS
DECLARED BY A STATE OF EMERGENCY UNDER CHAPTER 252, FLORIDA
STATUTES.

11 (Extra) STORM DAMAGE EVALUATION:

- a) List the State emergency declaration order or proclamation.**

Not Applicable.

- b) Is this project a previously funded FIND grant project?**

Not Applicable.

- c) Detail the other funding mechanisms and financial assistance that will be applied to defray the reconstruction costs or damage repair.**

Not Applicable.

(For reviewer only)
(0-3 points)

**FLORIDA INLAND NAVIGATION DISTRICT
ASSISTANCE PROGRAM 2017**

(See Rule Section 66B-2.005 & 2.008 for eligibility and funding ratios)

Project Title:	Lee Wenner Park T-Dock and Day Slips
Applicant:	City of Cocoa

Form No. 90-25 (New 10/14/92, Revised 04-24-06)

**ATTACHMENT E-6
WATERWAYS ASSISTANCE PROGRAM 2017**

PROJECT TIMELINE

Project Title:	Lee Wenner Park T-Dock and Day Slips
Applicant:	City of Cocoa

The applicant is to present a detailed timeline on the accomplishment of the components of the proposed project including, as applicable, completion dates for: permitting, design, bidding, applicant approvals, initiation of construction and completion of construction.

NOTE: All funded activities must begin AFTER October 1st
(or be consistent with Rule 66B-2.005(3) - Pre-agreement expenses)

October 2017	Prepare Construction Bid
October 2017	Submit permit applications to State and Federal Agencies
November 2017	Advertise Bid on DemandStar
January 2018	Select Contractor
May 2018	Secure Permits
June 2018	Begin Construction
December 2018	Complete Construction

ATTACHMENT E-7

RESOLUTION FOR ASSISTANCE 2017 UNDER THE FLORIDA INLAND NAVIGATION DISTRICT WATERWAYS ASSISTANCE PROGRAM

WHEREAS, THE COCOA COMMUNITY REDEVELOPMENT AGENCY is interested in carrying out the following described project for the enjoyment of the citizenry of the City of Cocoa and the State of Florida:

Project Title Lee Wenner Park T-Dock and Day Slips

Total Estimated Cost \$ 450,000

Brief Description of Project: Extend the existing T-Dock by 250 feet and construct approximately 4 additional boat docks for day boaters.

AND, Florida Inland Navigation District financial assistance is required for the program mentioned above,

NOW THEREFORE, be it resolved by the Cocoa Community Redevelopment Agency that the project described above be authorized,

AND, be it further resolved that said Cocoa Community Redevelopment Agency make application to the Florida Inland Navigation District in the amount of 50 % of the actual cost of the project in behalf of said Cocoa Community Redevelopment Agency

AND, be it further resolved by the Cocoa Community Redevelopment Agency that it certifies to the following:

1. That it will accept the terms and conditions set forth in FIND Rule 66B-2 F.A.C. and which will be a part of the Project Agreement for any assistance awarded under the attached proposal.

2. That it is in complete accord with the attached proposal and that it will carry out the Program in the manner described in the proposal and any plans and specifications attached thereto unless prior approval for any change has been received from the District.

3. That it has the ability and intention to finance its share of the cost of the project and that the project will be operated and maintained at the expense of said Cocoa Community Redevelopment Agency for public use.

4. That it will not discriminate against any person on the basis of race, color or national origin in the use of any property or facility acquired or developed pursuant to this proposal, and shall comply with the terms and intent of the Title VI of the Civil Rights Act of 1964, P. L. 88-352 (1964) and design and construct all facilities to comply fully with statutes relating to accessibility by persons with disabilities as well as other federal, state and local laws, rules and requirements.

5. That it will maintain adequate financial records on the proposed project to substantiate claims for reimbursement.

6. That it will make available to FIND if requested, a post-audit of expenses incurred on the project prior to, or in conjunction with, request for the final 10% of the funding agreed to by FIND.

This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the Cocoa Community Redevelopment Agency at a legal meeting held on this _____ day of _____ 20____.

_____	_____
Attest	Signature
_____	_____
Title	Title

(2)

ATTACHMENT E-8

ATTORNEYS CERTIFICATION OF TITLE 2017

(See Rule 66B-2.006(4) & 2.008(2) FAC)

OFFICE OF THE (City or County) ATTORNEY

(Address)

_____, 20____

TO WHOM IT MAY CONCERN:

I, _____, am the Attorney for the (City or County), Florida. I hereby state that I have examined a copy of a (deed, lease, management agreement, etc.) from _____ to the (City or County) dated _____ conveying _____ (type of interest, ie. Fee simple, easement, 25 year lease, etc.) in the following described property:

(Brief Legal Description of Property)

I have also examined a document showing that this property is listed on the tax rolls as belonging to the (City or County). Finally, I have also examined such documents and records as necessary for this certification.

This property is what is now called "(Name of Property as Referenced in the WAP application)".

I certify that the (City or County) does in fact _____ (own, lease, etc.) this property for _____ years.

Very truly yours,

(Name)

(City or County) Attorney