



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

**February 13, 2018
5:00 PM**

- I. CALL TO ORDER**
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE
- II. APPROVAL OF AGENDA AND MINUTES**
 1. February 13, 2018 Agenda
 2. January 23, 2018 Minutes
- III. DELEGATIONS**
- IV. PRESENTATIONS**
- V. ACTION ITEMS**
 1. Budget Transfer to Professional Services
 2. Commercial Facade Improvement Program Grant - 1 Oleander Street
- VI. ATTORNEY'S REPORT**
- VII. UPDATES AND STAFF REPORTS**
 1. Request for Proposals – 603 Brevard Avenue and 915 Florida Avenue (verbal update)
 2. 5-Year Waterfront Master Plan (verbal update)
- VIII. NEXT MEETING DATE**

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, March 13, 2018 at 5:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.
- IX. ADJOURNMENT**

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

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



AGENDA ITEM V – 1

Budget Transfer to
Professional Services

MEMO DATE: January 31, 2018
AGENDA DATE: February 13, 2018
PREPARED BY: Samia Singleton, Redevelopment Specialist
REQUESTED ACTION: Approve a budget transfer of \$1,000 from the Infrastructure Account to the Professional Services Account to cover the costs of demolition of the BBQ pit, work area and chimney in Lee Wenner Park, coinciding with the demolition of the former Coast Guard Auxiliary Building and playground equipment.

BACKGROUND

The Cocoa Community Redevelopment Agency (CRA) FY2018 Adopted Budget includes \$200,000 in the Infrastructure Account for Lee Wenner Park Safety and Security Improvements.

The CRA approved the demolition of both the former Coast Guard Auxiliary Building and playground equipment at its Regular Meeting on November 14, 2017, which are within the scope of the Lee Wenner Park Safety and Security Improvements Project.

SUMMARY

Demolition of the BBQ pit, work area and chimney will coincide with the demolition of the former Coast Guard Auxiliary Building and playground equipment, currently underway. Since the City does not plan to construct a new BBQ pit, work area or chimney, the Infrastructure Account is not the appropriate account to charge the expenses related to the demolition. This necessitates a budget transfer of \$1,000 from the Infrastructure Account to the Professional Services Account.

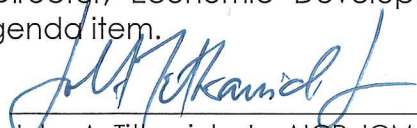
BUDGETARY IMPACT

This transfer will result in a deduction of \$1,000 from the Infrastructure Account (110-3230-559.63-00) and an increase of \$1,000 to the Professional Services Account (110-3230-559.31-00).

REVIEWED BY:

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

City Manager


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

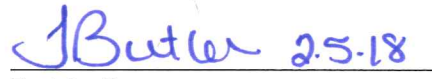
Deputy Community Services Director


Nancy Bunt

Economic Development Manager


Larry J. Lallo, CECD EDPF

Finance Director


Teri Butler

REQUESTED MOTION

Approve a budget transfer of \$1,000 from the Infrastructure Account to the Professional Services Account to cover the costs of demolition of the BBQ pit, work area and chimney in Lee Wenner Park, coinciding with the demolition of the former Coast Guard Auxiliary Building and playground equipment.

PROPOSAL



DBI Demolition
2838 Sarno Road
Melbourne, FL 32935
(321) 725-4239 / (321) 253-1535 fax
demoman@cfl.rr.com

PROPOSAL NO.	No 6575
SHEET NO.	1
DATE	1/30/18

PROPOSAL SUBMITTED TO:

NAME	City of Cocoa
ADDRESS	Attn. Gary Palmer
PHONE NO.	(321) 433-8772

WORK TO BE PERFORMED AT

NAME	Lee Wanner Park
	300 Rivenedge Blvd
	Cocoa Fl. 32922
EMAIL	

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Removal of Concrete BBA Pit / work Area / chimney
IF Done while Equipment still in Park

Permits by _____ Utility disconnects by _____

All debris removed from site. DBI retains all salvage.

DBI is not responsible for any damage to driveways, sidewalks, yard or anything buried or underground due to equipment.

This bid does not include septic tank abandonment. If abandonment is required there is an additional charge of \$800.00/tank. Work must be done at the same time as demolition.

All material is guaranteed to be specified and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

one thousand Dollars (\$ **1,000⁰⁰**)

With payments to be made as follows, **upon completion.**

Respectfully submitted

Per

Any alteration or deviation from above specifications involving extra costs will be executed only upon, written order, and will become extra charges over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

NOTE - This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payments will be made as outlined above.

Signature _____

Date _____

Signature _____

PROPOSAL



AGENDA ITEM V – 2
Commercial Façade
Improvement Program Grant - 1
Oleander Street

MEMO DATE: January 31, 2018
AGENDA DATE: February 13, 2018
PREPARED BY: Samia Singleton, Redevelopment Specialist
REQUESTED ACTION: Approve a request for a Commercial Façade Improvement Program grant in the amount of \$7,000 for the property located at 1 Oleander Street.

BACKGROUND

The Cocoa Community Redevelopment Agency (CRA) sponsors a Commercial Façade Improvement Program (CFIP) to assist in the improvement of real property located in the Cocoa CRA Area. Matching grants of up to \$10,000.00 are available per commercial parcel/project to eligible applicants whose property is located in that portion of the Cocoa Redevelopment Area. The façade grant program is provided to assist property owners or businesses with exterior building improvements, which in turn, improves the appearance of the commercial district. The program is a reimbursement grant; therefore, the applicant will not receive any funding until the exterior improvements are completed.

SUMMARY

In an effort to enhance its exterior appearance in Downtown Cocoa Village, Wasdin Family Ltd. is requesting a Commercial Façade Improvement Program (CFIP) grant, in the amount of \$7,000, for his property at 1 Oleander Street. The total project cost estimate is \$15,177.05 and will consist of the following eligible exterior improvements:

- Repair and replacement exterior stucco and paint over new stucco
- Improvement of landscaping and hardscaping
- Exterior fire escape stairs restoration
- Removal of undesirable and superfluous conduit, pipes, etc. from exterior
- Replace awnings

The 6,468 sq. ft., mixed use building is located between the municipal parking lot at 17 Oleander Street and the entrance to Cocoa Village Playhouse at 300 Brevard Ave. Due to its highly visible location, improvements made to the building would complement the aesthetic of Historic Cocoa Village.

Staff fully supports the request for a Commercial Façade Improvement Program grant for proposed improvements at 1 Oleander Street.

BUDGETARY IMPACT

If approved, there would be a reduction of \$7,000 from the Other Grants & Aids Account.

REVIEWED BY:

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

City Manager


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

Deputy Community Services Director


Nancy Bunt

Economic Development Manager


Larry J. Lallo, CECD-EDFP

Finance Director


Teri Butler

REQUESTED MOTION

Approve a request for a Commercial Façade Improvement Program grant in the amount of \$7,000 for the property located at 1 Oleander Street.



COMMERCIAL FAÇADE IMPROVEMENT PROGRAM GRANT APPLICATION

The Cocoa Community Redevelopment Agency (Cocoa CRA) sponsors a Commercial Façade Improvement Program (CFIP) to assist in the improvement of real property located in the Cocoa CRA Area. Matching grants of up to \$10,000.00 are available per commercial parcel/project to qualified applicants whose property is located in that portion of the Cocoa Redevelopment Area eligible for grant funding (**property on Brevard Ave., Delannoy Ave., and Harrison St. are ineligible**). Applications must be submitted two weeks in advance of each CRA meeting. The Cocoa CRA meets on the first Tuesday of each month.

Property Owner/Applicant Name: Wasdin Family Ltd.

Phone Number: 321-480-1425 / 321-637-9000

Mailing Address: 29 Riverside Drive #602, Cocoa, FL 32922

Property Address: 1 Oleander Street, Cocoa, FL 32922

Business Name: Wasdin Family Ltd.

Description of Planned Improvements:

Please see attached description of planned improvements

Total Project Cost: \$14,231.00 + \$946.05 = \$15,177.05

Grant Funds Requested: \$7,000.00

Applicant/Owner Certification

I hereby submit this application and application requirements. I have read the CFIP grant requirements. I understand that the project must be completed within one year from date written approval is received, unless otherwise approved or extended. I understand that grant funds will be provided on a reimbursement basis once all work is complete. I agree to leave the completed project in its approved design and colors for a period of five years from the date of completion. I understand the Agreement will contain a covenant running with the land that binds future successors to also maintain the improvements and 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.

Th E Wasdin
Signature of Owner/Applicant

1/24/18
Date

Application Requirements

1. Copy of Deed/Proof of Ownership ✓
2. Copy of City local business tax receipt ✓
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.) ✓
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) ✓

Program Guidelines

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

- Own the subject property (property owners may designate a tenant as their agent, but the owner shall sign the CFIP Application);
- Own property in a commercially zoned area within the Cocoa CRA that is not used solely 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:

- 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;
- **Property on Brevard Ave., Delannoy Ave., and Harrison St.**
- Non-profit corporations, unless (1) 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

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

Application Process

The Application will be processed in the following manner:

1. The Office of Economic Development will review all filed Applications for completeness and will return any Application that is not deemed complete.
2. A site inspection must be scheduled by the City of Cocoa 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.
3. The Office of Economic Development will evaluate all filed Applications in accordance with the above-described priorities and requirements of this Policy.
4. Completed and evaluated Applications will be scheduled for consideration by the Cocoa CRA
5. Applicants shall be present and prepared to discuss the proposed improvements.

List of Planned Façade Improvements for 1 Oleander Street, Cocoa, FL

- Repair/replace exterior Stucco & Paint over New Stucco
- Improve & place landscaping/hardscaping
- Exterior Fire Escape Stairs restoration
- Removal of undesirable, unnecessary conduit, pipes, etc. from exterior,
repair, re-stucco, prep and paint newly revealed surface
- Replace Awnings

Explanation of repairs or replacement for 1 Oleander

We are wishing to obtain the facade grant for 1 Oleander in Cocoa Fl, which falls within the Cocoa Redevelopment area. The reason for wanting to improve the building is that the Stucco has many cracks, making less than desirable to look at. There are old boxes attached to the building that need to be removed, stucco repaired and painted. There is Damaged awnings that were removed, leaving former location unsightly and discolored, which will require stucco repair, and painting. Fire escape stairs are rusting and discolored that will require restoring and painting.

In conclusion, The building is a very large fixture on Oleander Street, which sees massive amounts of foot traffic, due to the location between municipal parking lot and Entrance to Cocoa Village Playhouse.

In an effort to Improve our building in Cocoa Village, we appreciate your kind consideration in approval of our application.

Respectfully,

Wasdin Family Ltd.

1/30/2018

Estimate 0000685 from Signs & Printing Company

Signs & Printing Company
2323 Washington Ave. #102
Titusville, Florida 32780
321.499.5380



Wasdin Family LTD
1 Oleander Ave.
Cocoa, Florida 32922
Attention: Donna Lynn

ESTIMATE

Estimate # 0000685

Estimate Date 01/30/2018

Item	Description	Unit Price	Quantity	Amount
Product	Repair Awning Frame & Recover WITH all new black canvas, or color of choice 60" x 30" x 32" drop x 10	5000.00	1.00	5,000.00
Subtotal				5,000.00
+ Tax (7.00%)				350.00
Total				5,350.00
Amount Paid				0.00
Estimate				\$5,350.00

1/31/2018

Estimate 0000684 from Signs & Printing Company

Signs & Printing Company
2323 Washington Ave. #102
Titusville, Florida 32780
321.499.5380



Wasdin Family LTD
1 Oleander Ave.
Cocoa, Florida 32922
Attention: Donna Lynn

ESTIMATE

Estimate # 0000684

Estimate Date 01/30/2018

Item	Description	Unit Price	Quantity	Amount
Service	Pressure wash & Paint Building 2 Tone color TBD, Sherwin Williams 10 year life approx. 5000 sq ft. & Repair all pressure cracks in stucco.	8300.00	1.00	8,300.00
		Subtotal		8,300.00
		+ Tax (7.00%)		581.00
		Total		8,881.00
		Amount Paid		0.00
		Estimate		\$8,881.00

1/30/2018

Estimate 000683 from Signs & Printing Company

Signs & Printing Company
2323 Washington Ave. #102
Titusville, Florida 32780
321.499.5380



Wasdin Family LTD
1 Oleander Ave.
Cocoa, Florida 32922
Attention: Donna Lynn

ESTIMATE

Estimate # 000683

Estimate Date 01/30/2018

Item	Description	Unit Price	Quantity	Amount
Product	Directory Signage for units in building	385.00	1.00	385.00
Product	custom lettering on north wall will need to be replaced when building is painted. "VILLAGE OFFICE SUITES"	500.00	1.00	500.00
				Subtotal 885.00
				+ Tax (7.00%) 61.95
				Total 946.95
				Amount Paid 0.00
				Estimate \$946.95

2nd Quote



**DAVE GOODMAN
QUALITY PAINTING, INC.**

Office (321) 839-7001 • Cell (321) 403-5423 • Fax (321) 631-6350
949 Whiteside Place • Rockledge, Florida 32955

Exterior & Interior
Inc. # 1110

For 608, 630, and 636 Brevard Ave. in Cocoa and 1 Oleander in Cocoa

We hereby propose to furnish the materials and perform the labor necessary for the completion of work for exterior painting of buildings.

Exterior:

1. Protect all areas that do not require painting.
2. Power wash exterior surfaces to be coated.
3. Caulk all windows, door frames, and cracks.
4. Patch all exterior cracks using elastomeric patching compound. Texture shall match existing texture.
5. Scrape loose, deteriorated paint from exterior surfaces as needed.
6. Apply sealer to all exterior masonry surfaces.
7. All wood primer to all raw wood surfaces as needed.
8. Apply two coats of Sherwin Williams Superpaint satin to exterior masonry, trim surfaces, and doors, soffits and fascia (excluding black shutters).

Total Price of Labor & Materials:

Building 608: \$7,200.00
Building: 630: \$28,500.00
Building 636: \$7,500.00
Building 1 Oleander: \$11,500.00

Roger Lind

Payment schedule to be arranged.

Respectfully submitted: Dave Goodman _____

Date: January 30, 2018__

Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above. Payment will be made as outlined above.

Signature _____ Date _____

