MINUTES
COCOA CRA
February 6, 2023

DRAFT

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on February 6, 2023 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. <u>CALL TO ORDER:</u>

Chairman Blake called the meeting to order at 6:00 pm.

<u>ROLL CALL</u>:

Michael C. Blake	Chairperson
Lavander Hearn	Vice Chairperson
Alex Goins	Agency Member
Rip Dyal	Agency Member
Lorraine Koss	Agency Member
Janne Etz	Agency Member
Candace Rogers	Agency Member
Anthony Garganese	Agency Attorney
Lori Chabot	Recording Secretary

<u>PRESENT:</u>

Michael C. Blake	Chairperson
Lavander Hearn	Vice Chairperson
Alex Goins	Agency Member
Janne Etz	Agency Member
Candace Rogers	Agency Member
Rip Dyal	Agency Member
Lorraine Koss	Agency Member
Anthony Garganese	Agency Attorney
Lori Chabot	Recording Secretary

<u>ABSENT:</u>

None

<u>STAFF PRESENT:</u>
City Manager, Stockton Whitten and Charlene Neuterman, Community Services Director.

Vice Chairman HEARN led the assembly in the Invocation and Agency Member **ROGERS** led the assembly in the Pledge of Allegiance to the flag of the United States of America.

II. <u>APPROVAL OF AGENDA:</u>

<u>AGENDA:</u> Regular Meeting, February 6, 2023 as written or with amendments.

* **MOTION by Agency Member GOINS; SECONDED by Agency Member KOSS to approve the Agenda for the Regular Meeting of February 6, 2023, as written.**

AYES: BLAKE, HEARN, ETZ, ROGERS, KOSS, DYAL, GOINS

MOTION PASSED UNANIMOUSLY (7-0)

<u>APPROVAL OF MINUTES</u>:

<u>MINUTES</u>: Special Meeting January 10, 2022 as written or with amendments.

* **MOTION by Agency Member GOINS; SECONDED by Agency Member KOSS to approve the Minutes of the Special Meeting of January 10, 2023 without amendments.**

AYES: BLAKE, HEARN, ETZ, ROGERS, KOSS, DYAL, GOINS

MOTION PASSED UNANIMOUSLY (7-0)

III. <u>DELEGATIONS</u>:

1. Jeff Hecht – Breakwater at Mooring Field. Recommends a breakwater either with land or boulders or something along those lines would help protect the waterfront.
2. Brad Whitmore – Agrees with Mr. Hecht and also discussed a FWC Survey.
3. Alex Greenwood – discussed the breakwater and recommended getting with Mr. Whitley as he had done the same thing.

IV. <u>PRESENTATIONS: None</u>

V. <u>ACTION ITEMS:</u>

1. Request for extension of a Commercial Façade Grant at 26 Oleander St, Cocoa.

* **MOTION by Chair BLAKE; SECONDED by Agency Member KOSS to approve the request for extension of a Commercial Façade grant for property at 26 Oleander Street., Cocoa.**

AYES: BLAKE, HEARN, GOINS, ROGER, ETZ, KOSS, DYAL
MOTION PASSED UNANIMOUSLY (7-0)

Agency Member **ETZ** asked about the grant and if it was approved in the prior year. Director Neuterman replied and explained it would be paid from current year funds. If needed, additional funds could be moved into the grant account.

2 Request for extension of a Commercial Façade Grant at 10, 12, 14 Oleander Street, Cocoa.

*** MOTION by Chair BLAKE; SECONDED by Vice Chair HEARN to approve the request for extension of a Commercial Façade grant for property at 10, 12, 14 Oleander Street., Cocoa.**

AYES: BLAKE, HEARN, GOINS, ROGERS, ETZ, KOSS, DYAL
MOTION PASSED UNANIMOUSLY (7-0)

3. Hotel RFP discussion. City Manager Whitten opened the discussion sharing the contents of his presentation with Agency Members. He discussed the RFP that included the criteria, and upfront requirements for those responding with a bid. He also stated, that due to the complexity of the RFP, he is recommending putting the RFP out for a longer period of time.

City Manager Whitten also discussed the ranking/scoring and the project timelines. Agency Member **KOSS** recommended modifications the scoring. City Manager Whitten replied with adjustments and Agency Member **KOSS** agreed. City Manager is asking for approval to develop and issue the RFP and if approved, it could be issued by end of month for a 60-day period.

MOTION Vice Chair HEARN; Seconded by BLAKE to allow staff to move forward to finalize the RFP Package with modifications to the selection criteria scoring; create a selection committee that includes one Agency Member, one Staff Member and one member from the community; release the RFP to the public.

AYES: BLAKE, HEARN, GOINS, ROGERS; ETZ, KOSS, DYAL
MOTION PASSED UNANIMOUSLY (7-0)

Agency Member **KOSS** asked about the selection committee. City Manager Whitten replied, discussion continued, and Agency Members decided any selections would be done at a later date. Chair **BLAKE** stated he is not interested in being on the selection committee, however Agency Member **ROGERS** stated she would be.

Agency Member **KOSS** asked about including the requirement for a sufficient number of electric charging spaces in the RFP. City Manager Whitten replied the with options. She also stated the timeline or schedule seemed aggressive. City Manager Whitten stated it could be adjusted with the developer.

Agency Member **ETZ** agreed with the adjustment to the point structure and was pleased with the criteria and up-front requirements adding, either they can do it or not, she stated. She continued, staff included all items necessary for the RFP.

Agency Member **GOINS** asked about the 107 rooms, and did that include the parcel to the south. City Manager replied it did and in the context of the RFP those parcels are mentioned that if purchased it would be helpful to the bidder.

Agency Member **GOINS** stated he was good with points and requirements. Mentioned the committee, and should staff go to the specific industry to be part of the committee. Stockton replied that could be up for discussion. He asked Attorney Garganese about the committee who replied, the board has the prerogative to choose and decide their responsibility and it could be someone outside. Chair **BLAKE** responded he doesn't want to spend the time to go outside, he would prefer Staff do it.

Aleck Greenwood spoke about the RFP and asked for clarification on the timeline. He also asked if it would be possible add rooms. Staff replied that number is basically a minimum.

Dick Bankhead, asked for clarification and if the project always goes to a developer. City Manager Whitten replied that is a term, but it can go to an entity.

Brad Whitmore asked for clarification on the parking of the hotel. City Manager replied it is about 1.5 spots per room.

4. Cocoa CRA Plan Update. Director Neuterman spoke about the LW parking project and staff had received 100% plans sharing the details of the plans. She added it was ready to go out for bid. The project would add a net increase of 74 spots. She continued going through the plans and the cost of the project and this project would be included in a CRA Plan update.

Director Neuterman continued about the Waterfront Park discussing the current challenges. She added this is not in the current CRA plan; the plan will need to be updated for the remaining18 years to include the Agency's priorities as they stand today. She added, most projects will be one at a time, with the limited dollars. Will need to budget accordingly and work through grant opportunities.

Director Neuterman also added information with regard to the mooring field. The requirements are that for each mooring buoy, there must be a dedicated parking spot and this would eliminate parking spaces in Lee Wenner park.

Director Neuterman stated Staff recommends to go out to get a professional to guide staff through the plan update process. This will allow staff to manage projects and funds. City Manager recommended to first complete the LW parking and put out an RFP for consultant services for the plan update.

Director Neuterman stated staff will bring back a report with information on both RFPs.

Agency Member **ETZ** stated she doesn't have a problem paying for a consultant but would like to add criteria that they have done a CRA plan update. She also recommended adding that they have experience with an agency that is winding down. Director Neuterman replied that would be spelled out in the RFP.

Agency Member **KOSS** asked if the consultant include a public process. Director Neuterman replied it would.

Agency Member **GOINS** asked, with LW parking, are we looking at the parking at Oleander? Stating, he would like to take care of Oleander parking first. He is not a huge fan of consultants but would be ok with it.

Agency Member **ROGERS** asked for clarification about the LW parking and if it included the upper area on the left for big events and if the boat slots be used for passenger too. She likes the plan and stated that with the various satellite parking areas, she suggested investigating a shuttle service. She emphasized the importance of listening to those who know the river when it comes to the waterfront.

MOTION Vice Chair HEARN; Seconded by Chair BLAKE to allow staff to prepare and release the RFP for the Lee Wenner Park Parking Project; and prepare and release an RFP to hire a professional consultant to facilitate the CRA Plan Update.

AYES: BLAKE, HEARN, GOINS, ROGERS; ETZ, KOSS, DYAL
MOTION PASSED UNANIMOUSLY (7-0)

VI. ATTORNEY'S REPORT: None

VII. UPDATES AND STAFF REPORTS:

Agency Member **ETZ** requested the Project Update be added back into the Agenda. She would like to see updates on what is going on. Chair **BLAKE** agreed.

Agency Member **GOINS** mentioned a letter previously received by CRA's in MI with regard to affordable housing. He continued, he would like to see the affordable housing subject added in this year's budget priorities and address the slum and blight. He also mentioned the lighting in the Heart of Cocoa area and that they are not bright enough for the area.

Alex Greenwood responded on the lights stating, those lights can use brighter bulbs than what is currently there.

Vice Chair **HEARN** asked questions about at the Splash Pad stating he had seen a fence. Director Neuterman responded it is a permanent fence that was added for safety of the equipment and/or pad itself from destruction. Chair **BLAKE** asked if there was a camera there. Director Neuterman replied yes.

Agency Member **KOSS** stated people will be looking for shade in the Lee Wenner Parking lot. Vice Chair **HEARN** asked if there were green spaces. Director Neuterman replied there are areas where there could be trees added.

VIII. NEXT MEETING DATE:

Monday, March 6, 2023, at 6:00 in the Council Chambers located in Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

IX. ADJOURNMENT:

* **MOTION by Agency Member DYAL; SECONDED by ROGERS to adjourn the meeting.**

AYES: BLAKE, HEARN, GOINS, ROGERS; ETZ, KOSS, DYAL

MOTION PASSED UNANIMOUSLY 7-0)

MEETING WAS ADJOURNED AT 7:20 PM.

Michael C. Blake

Michael C. Blake, Chairperson

Respectfully Submitted by:

Lori Chabot

Lori Chabot, Recording Secretary