



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

**January 9, 2018
5:00 PM**

- I. CALL TO ORDER**
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE
- II. APPROVAL OF AGENDA AND MINUTES**
 1. January 9, 2018 Agenda
 2. December 12, 2017 Minutes
- III. DELEGATIONS**
- IV. PRESENTATIONS**
 1. 5-Year Water Front Master Plan Presentation & Discussion
- V. ACTION ITEMS – None**
- VI. ATTORNEY'S REPORT**
- VII. UPDATES AND STAFF REPORTS**
 1. Budget Transfer to Professional Services
- VIII. NEXT MEETING DATE**

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, February 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.

**MINUTES
CITY OF COCOA
COCOA COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
December 12, 2017**

The Cocoa Community Redevelopment Agency held a regular 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
Jeri Blanco	Vice Chairwoman
Don Boisvert	Agency member
Jan Stewart	Agency member
Ed Lanni	Agency member
Clarence Whipple Jr.	Agency member
Brenda Warner	Agency member
Anthony Garganese	Agency Counsel

Chairman Parrish called the meeting to order at 5:04 pm

PRESENT:

Henry U. Parrish, III	Chairman
Jeri Blanco	Vice Chairwoman
Don Boisvert	Agency member
Jan Stewart	Agency member
Ed Lanni	Agency member
Clarence Whipple Jr.	Agency member
Anthony Garganese	Agency Counsel
Torri Edwards	Recording Secretary

ABSENT:

Brenda Warner	Agency member
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STAFF PRESENT:

John Titkanich Jr., AICP, City Manager, Matt Fuhrer, Assistant City Manager, Karen Hamilton, Community Services Director, Larry Lallo, CEcD, EDFP, Economic Development Manager and Samia Singleton, Redevelopment Specialist.

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

II. APPROVAL OF AGENDA /MINUTES:

Candace Rogers, of 93 Delannoy Avenue, Cocoa, FL, Managing Director for the Cocoa Village Neighborhood Coalition, requested the community have involvement in the planning process of redeveloping the waterfront.

IV. PRESENTATIONS:

NONE

V. ACTION ITEMS:

1. Oaks Mobile Home Site Draft Request for Proposals

Ms. Singleton requested the board to approve and provide staff with direction on the draft Request for Proposals (RFP) to redevelop the Oaks Mobile Home Park site. She stated the RFP is based on the Highest and Best Use Analysis. **Mr. Lallo** explained the outcome of the Highest and Best Use Analysis indicated townhome development and a mixed use of commercial development.

Mr. Whipple, Jr. stated his reservations on making a decision tonight since receiving the Highest and Best Use Analysis on short notice. **Mr. Titkanich** noted a summary of the analysis was provided in the agenda packet.

- * **A MOTION was made by Agency member Boisvert; SECONDED by Agency member Stewart to approve the issuance of the Request for Proposals (RFP) to purchase and redevelop the 4.32-acre site at 915 Florida Avenue (FKA Oaks Mobile Home Park), consistent with the Highest and Best Use Analysis and allow the Agency Attorney to make any necessary and appropriate modifications to the RFP.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

2. 603 Brevard Avenue Draft Request for Proposals

Ms. Hamilton stated staff is requesting the Agency approve and provide staff with direction on the issuance of Request for Proposals for the Purchase and Development of 603 Brevard Avenue (FKA Cocoa City Hall). She noted the RFP draft will be issued in January 2018 and will allow applicants 30 days to submit a proposal. **Chairman Parrish** inquired the length of time it takes for the Agency Attorney to review and issue the RFP. **Agency Attorney Garganese** stated the RFP can be review and issued by the scheduled date of January 2018.

- * **A MOTION was made by Agency member Whipple, Jr.; SECONDED by Agency member Boisvert to approve the issuance of the Request for Proposals for the Purchase and Development of Real Property for 603 Brevard Avenue (FKA Cocoa City Hall), Cocoa, Florida.**

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

MOTION CARRIED UNANIMOUSLY (6-0)**VI. ATTORNEY'S REPORT:**

NONE

VII. UPDATED AND STAFF REPORTS:**1. 5-Year Water Front Master Plan (verbal update):**

Mr. Lallo stated the first meeting with staff and the consultants is scheduled for next week. **Ms. Singleton** noted on January 10, 2018, there is a meeting with the Cocoa CRA to strategize ideas for the Waterfront. She stated the recommendations from the Cocoa Village Neighborhood Coalition will be included in the meeting. **Chairman Parrish** stated the Waterfront Master Plan needs to be completed in less than three (3) years. **Mr. Lallo** noted there is a public workshop scheduled on February 13, 2018.

2. Oaks Mobile Home Site Conveyance & Financing Options (verbal update):

Mr. Titkanich reported the Agency Attorney, the Finance Director, and himself are preparing the conveyance and inter fund loan documents for the City to convey the Oaks Mobile Home Site pursuant to the MOA.

3. Parking Study (verbal update):

Mr. Lallo reported the Parking Study is not final at this time. He stated the staff is still reviewing the study. He discussed highlights from the Parking Study report and solutions.

Mr. Titkanich reported CRA's are at risk of termination by proposed legislation. He asked the community to get involved with supporting the CRA's.

VIII. NEXT MEETING DATE:

The next scheduled meeting of the Cocoa Community Redevelopment Agency will be held on Tuesday, January 9, 2018 at 5:00 PM in the Council Chambers located at Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

X. ADJOURNMENT:

- * **MOTION made by Agency Boisvert; SECONDED by Agency member Stewart to adjourn the regular meeting of December 12, 2017.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

MEETING WAS ADJOURNED AT 6:01 pm

Henry U. Parrish III, Chairman

Respectfully Submitted By:

Torri Edwards, Recording Secretary



AGENDA ITEM VII – 1

Budget Transfer to
Professional Services

MEMO DATE: December 27, 2017
AGENDA DATE: January 9, 2018
PREPARED BY: Samia Singleton, Redevelopment Specialist
REQUESTED ACTION: Informational item

BACKGROUND

The CRA authorized staff to retain the services for a 5-Year Waterfront Master Plan and approved a budget transfer of \$35,000 from the Contingency Account (110-3230-559.39-00) to the Professional Services Account (110-3230-559.31-00) to cover the cost at its Regular Meeting on November 14, 2017.

Subsequently at the same meeting, the CRA approved a budget transfer of \$12,706 from the Infrastructure Account (110-3230-559.31-00) to the Professional Services Account to cover the costs of demolition of the former Coast Guard Auxiliary building and playground equipment at Lee Wenner Park. The cost for the demolition was \$12,706.75. Due to a rounding error, the budget transfer amount for the demolition was rounded down to \$12,706.

Charges for both the 5-Year Waterfront Master Plan and demolition brought the Professional Services Account to a negative balance of \$1.

BUDGETARY IMPACT

Staff completed a budget transfer to correct this negative balance on December 27, 2017. This transfer resulted in a deduction of \$1 from the Operating Supplies Account (110-3230-559.52-00) and an increase of \$1 to the Professional Services Account (110-3230-559.31-00).

REQUESTED MOTION

Informational item.