Agenda
City of Cocoa
Regular Meeting

February 3, 2025
6:00 PM
65 Stone Street, Cocoa, FL 32922

I. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance
3. Roll Call

II. APPROVAL OF AGENDA AND MINUTES

1. Agenda: Regular Meeting of the Cocoa CRA held on February 3, 2025.
2. Minutes: Regular Meeting of the Cocoa CRA held on January 6, 2025.

III. DELEGATIONS

IV. PRESENTATIONS

V. ACTION ITEMS

1. Request Agency approval of a Budget Resolution Amending the FY25 Budget, BAF # 25-030-A, in the amount of $5,000, to shore up the legal services account, due to increased demand for legal reviews for this year's projects.

VI. ATTORNEY'S REPORT

VII. UPDATES AND STAFF REPORTS

VIII. NEXT MEETING DATE

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.

COCOA REDEVELOPMENT AGENCY AGENDA ITEM

Memo Date:	01/02/2025
Agenda Date:	2/3/2025
Prepared By:	Ryan Browne, Redevelopment Coordinator
Through:	Charlene Neuterman, Community Services Director
Requested Action:	Request Agency approval of the Agenda for the Cocoa CRA Regular Meeting of Monday, February 3, 2025 at 6 PM.

BACKGROUND:
Agency Members approve the Agenda at the beginning of the meeting.

PRIORITY AREA CONNECTION:

BUDGETARY IMPACT:
None.

PREVIOUS ACTION:
N/A.

RECOMMENDED MOTION:
Request Agency approval of the Agenda for the Cocoa CRA Regular Meeting of Monday, February 3, 2025 at 6 PM.

—COCOA—
REDEVELOPMENT AGENCY

COCOA COMMUNITY REDEVELOPMENT AGENCY BOARD
REGULAR MEETING AGENDA
DATE: Monday, February 3, 2025
LOCATION: Cocoa City Hall, 65 Stone Street
TIME: 6:00 p.m.

I. <u>CALL TO ORDER</u>
<u>INVOCATION</u>
<u>PLEDGE OF ALLEGIANCE</u>
<u>ROLL CALL</u>

II. <u>APPROVAL OF AGENDA AND MINUTES</u>
AGENDA: Regular Meeting of February 3, 2025
MINUTES: Regular Meeting of January 6, 2025

III. <u>DELEGATIONS</u>

IV. <u>PRESENTATIONS</u>

V. <u>ACTION ITEMS</u>

1. Request Agency approval of a Budget Resolution Amending the FY25 Budget, BAF # 25-030-A, in the amount of $5,000, to replenish the Legal funds expended by increased legal services usage.

VI. <u>ATTORNEY'S REPORT</u>

VII. <u>UPDATES AND STAFF REPORTS</u>

VIII. <u>NEXT MEETING DATE</u>
The next meeting of the Cocoa Community Redevelopment Agency will be on **Monday, March 3, 2025 at 6:00 pm,** Cocoa, Florida.

IX. <u>ADJOURNMENT</u>

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 AGENDA ITEM

Memo Date:	01/29/2025
Agenda Date:	2/3/2025
Prepared By:	Ryan Browne, Redevelopment Coordinator
Through:	Charlene Neuterman, Community Services Director
Requested Action:	Request Agency approval of the Minutes for the Cocoa CRA Regular Meeting held on Monday, January 6, 2025, either as written or as amended.

BACKGROUND:
Agency Members approve the Minutes at the beginning of the meeting.

PRIORITY AREA CONNECTION:

BUDGETARY IMPACT:
None.

PREVIOUS ACTION:
N/A.

RECOMMENDED MOTION:
Request Agency approval of the Minutes for the Cocoa CRA Regular Meeting held on Monday, January 6, 2025, either as written or as amended.

MINUTES **DRAFT**
COCOA CRA
January 6, 2025

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on January 6, 2025, at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairperson BLAKE called the meeting to order at **6:01 pm**.

INVOCATION: Agency Member HEARN led the assembly in the Invocation.

PLEDGE OF ALLEGIANCE: Agency Member ROGERS led the assembly in the Pledge of Allegiance to the flag of the United States of America.

ROLL CALL:

Michael C. Blake	Chairperson
Patricia Weeks	Vice Chairperson
Janne Etz	Agency Member
Alex Goins	Agency Member
Lavander Hearn	Agency Member
Lorraine Koss	Agency Member
Candace Rogers	Agency Member
Anthony Garganese	Agency Attorney
Ryan Browne	Recording Secretary

PRESENT:

Michael C. Blake	Chairperson
Patricia Weeks	Vice Chairperson
Janne Etz	Agency Member
Alex Goins	Agency Member
Lavander Hearn	Agency Member
Lorraine Koss	Agency Member
Candace Rogers	Agency Member
Anthony Garganese	Agency Attorney – via phone
Ryan Browne	Recording Secretary

ABSENT:

STAFF PRESENT:
Community Services Director NEUTERMAN and City Manager WHITTEN.

II. APPROVAL OF AGENDA:

AGENDA: **Regular** Meeting held on January 6, 2025, either as written, or with amendments.

***MOTION by Vice Chairperson WEEKS; SECONDED by Agency Member ETZ to approve the Agenda for the Regular Meeting of January 6, 2025, as written.**

AYES: BLAKE, WEEKS, ETZ, GOINS, HEARN, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (7-0)

III. DELEGATIONS:

1. Alex Greenwood
   i. Exhibit A – handout. Search results showing old information online. We need to do damage control to counteract these negative stories. Ordinances not addressing the issues, including noise ordinance.
   ii. Code Enforcement. Waste Management. Debris issues.
      1. Chairperson BLAKE has addressed these issues with Waste Management.
      2. Agency Member GOINS asked what Mr. Greenwood's primary concern is? Mr. Greenwood replied that security and enforcement of existing rules is his primary concern. He wants the homeless controlled. The shoplifters stopped. The noise ordinance enforced. People need to be able to call a Security officer, rather than the Police Department. He believes this would work better than community policing by police – and cheaper. He wants us to be proactive in cleaning up the Village to allow it to excel to the next level - proactive before these big projects come online. Agency Member GOINS pushed back, saying what if Security backfires? Mr. Greenwood said he still believes that a more 'casual' Security presence would help.
      3. Agency Member GOINS said he wanted to hear from the business owners' perspective and asked Ms. Pam Shaia, President of the Board of the Historic Cocoa Village Main Street to come forward to speak on this issue.
      4. Ms. Pam Shaia came up to give the business owners' viewpoint. She relayed the story of a shoplifter who shoplifted from three stores in the Village because the first storeowner would not report the woman – because she said that the Police wouldn't do anything anyway. She

said that Security in Downtown Historic Melbourne is visible and walking around. Helping to make it feel comfortable, without being overbearing. There are cameras all over. She did mention that we could use better lighting. Another issue is restrooms, including afterhours. They are now gated and locks are coming. The culprits are sometimes homeless, sometimes not. We appreciate the work that the CRA and City do to help. We need to be pro-active.

5. Chairperson BLAKE said that he visits weekly and receives 90% positive feedback. He hears complaints from people who live outside of the Village. He reminded everyone to be sure to maintain calm and not misperceive the issues.
6. Agency Member KOSS said that she also visits weekly, also getting very positive feedback. She also receives some complaints, but still, most have an overall positive experience.

IV. **PRESENTATIONS**: Vice Chairperson WEEKS said that she had a presentation. She said that next week is Chairperson BLAKE's birthday. She led those assembled in singing happy birthday to Chairperson BLAKE. He thanked those assembled.

V. **ACTION ITEMS:**

1. Request Agency approval of a Budget Resolution Amending the FY25 Budget, BAF # 25-019-A, in the amount of $89,319, to pay back the over-payment of FY25 TIF – Projections to match-up with FY25 TIF – Actuals.
   i. Introduction. Director NEUTERMAN. Every year in November the projections in budget season, become actual payments to the County.
   ii. Discussion. Chairperson BLAKE asked the City Manager if he saw any issues? Mr. WHITTEN responded that he saw no issues. He went on to explain that this is just what in budget parlance is called "truing-up" – we make an educated guess at budget season, this is the actual vs. budgeted.
   iii. Vote.

***MOTION by Chairperson BLAKE; SECONDED by Agency Member ETZ to approve the motion.**

AYES: BLAKE, WEEKS, ETZ, GOINS, HEARN, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (7-0)

2. Request Agency approval of a 60-Day Extension to March 3, 2025, in order to continue the negotiations of the Redevelopment Agreement for 603 Brevard Avenue between 360 Hospitality Group, LLC and the Cocoa CRA, represented by the City Manager and the CRA Attorney.
   i. Introduction. Chairperson BLAKE: believes in this deal. Director NEUTERMAN. In process meeting regularly; some delay for holidays.

Development and legal team to negotiate the Redevelopment Agreement. Some key points to finalize and bring Redevelopment Agreement at the March Meeting.

ii. Discussion.
1. Agency Member ROGERS asked if the key parameters were being met and Director NEUTERMAN replied that, yes, it is on-track with the agreement. For example, parameters could include: stormwater reviews, parking reviews, number of keys for rooms, parking structure, what lots will be vacated for parking.
2. Agency Member ETZ asked if Staff felt like progress was being made. Do you feel like we are getting there? Manager WHITTEN responded that the Redevelopment Agreement is a timeline of Deliverables that the developer will have to met. Director NEUTERMAN gave you examples. The Redevelopment Agreement that says here are the phases of the project, we will get, six months, example, phase two – hotel franchise, etc. Essentially, the outline of the legally agreed upon terms. You will know exactly the project deliverables at that time. Marketing Study, Economic Feasibility, Parking Study, Vacating Streets, Stormwater, the ask for parking – deal points, process deliverables, more conceptual renderings. Process Map of Deliverables is what the Redevelopment Agreement is. Twice a month meetings, they have been having in order to get on the same page. The Attorney is working on key points. If we are having this same conversation in March that would be an indicator.
3. Chairperson WEEKS said that a developer would like to start ASAP. So, it is good to give the time to get this done.
4. Agency Member GOINS said that with all of the many layers that government needs to build – which is why we have so few applicants – it is a good sign that they are still at the table with us. He said that he is willing to move forward, give the process a chance to work through. He reminded the Board that Staff knows if this were a bad deal, they would alert us.

iii. Vote.

***MOTION by Agency Member GOINS; SECONDED by Vice Chairperson WEEKS to approve the motion.**

AYES: BLAKE, WEEKS, ETZ, GOINS, HEARN, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (7-0)

VI. <u>ATTORNEY REPORT:</u> None.

VII. UPDATES AND STAFF REPORTS:

1. Director NEUTERMAN gave the following Staff Report:
   - **i.** Inspire.
     1. Draft Plan in Staff review now. Comes to Board next. (bringing to you in the next two months; with time to read.) Then goes to P&Z, and finally to Council. May or June hope to have the new CRA Plan, perfect for budget planning.
   - **ii.** Civic Clerk. Meeting Management Software.
     1. New system.
     2. Troubleshooting, any issues - submit to City Clerk.
     3. Good program, we will roll out new features as everyone adjusts to the new program.
   - **iii.** Housekeeping.
     1. Holiday.
        - Dr. Martin Luther King, Jr. Day (Mon. Jan. 20)
2. Chairperson BLAKE asked about the progress of the Lee Wenner Park Parking Lot Project. Director NEUTERMAN replied that construction is on hold for the next two months due to gas and electrical lines that must be run through. Manager WHITTEN said that we allowed them to run their lines. Two months of delay from electric and gas. But, since we were about six months ahead of schedule, it is still not that much of a delay. Director NEUTERMAN said that Staff anticipates being on track for July 4th.
3. Agency Member KOSS asked about the architectural guidelines study, which she recalls has been written, just never incorporated. She wants this tool available to build on and incorporate the results of the study. Manager WHITTEN said that the process for that had been started but not finished. Some of those guidelines are being used. He said that he would look into trying to get final product delivery on this study.
4. Agency Member GOINS asked about the Oleander West parking lot improvements project. Director NEUTERMAN responded that Staff would bring back to the February agenda – parking systems, geogrids, Heart of Cocoa revision process, one large project, defined parking spaces. Proposal for Design in February.
5. Agency Member HEARN asked about the boat slips that got destroyed. Manager WHITTEN responded that the City is still working with FEMA to recover monies. He also said that he has discussed this issue with the Finance Director, BOWMAN trying to recover funds from Ian and Michael, four five years ago; need outside experts. Council decision to get FEMA dollars. Agency Member HEARN said that he had visited Titusville, where a breaker wall to protect is being worked on. Manager WHITTEN responded that we are looking into funding sources. Wave attenuators, etc. looking into those. We have a FIND grant currently out, find best practices. We are in year two of that two-year project.

6. Agency Member ROGERS asked about ordinances and enforcement. She wants to know what is the goal of what we want to have happen? She believes that we need to revisit not keeping old ordinances, instead replacing them with new, updated ones. She gave the example of cars sitting in the Oleander Lot for over a year. Unacceptable. She believes that we need Workshops to update these rules. She wants Security and CPTED (Crime Prevention Through Environmental Design), territory to monitor; directing and informing people. People feel unsafe being panhandled going to a restaurant. She would love to see an "Ambassador" program. She submitted a number of items in her budget priorities submission. It addresses a lot of things along the waterfront, almost have grants, such as Safe Waterfronts. She wants to review those priorities. She wants to discuss and see what money is out there. Try to work with Merritt Island, share costs with them for a Patrol Boat. Director NEUTERMAN replied that we will have to look at the calendar and get back to you about a workshop. Agency Member ROGERS asked what are we planting back at Lee Wenner Park? Manager WHITTEN responded that we will bring back the landscape plan for Lee Wenner Park.
7. Chairperson BLAKE stated, point well taken. Boats, contain hazardous fuels. What will it take to move these boats? They are found all over. Environmental issue. Barge to remove, FDEP (Florida Department of Environmental Protection) rules followed. Derelict boat. Agency Member ROGERS replied that we need a Harbormaster. Manager WHITTEN responded that he would forward to the Board a note from Matt Culver at County for the process to remove derelict vessels, people are allowed time to remove their boats as part of the process. He explains that the state resources are strained due to the recent storms that hit the West Coast fo Florida hard. Most resources are deployed there now. Agency Member ROGERS responded that she appreciates that process. However, she said, referencing the Scenic Vista Ordinance – we shouldn't see an ordinance - we should be proactive, stop them from getting into this situation in the first place. They should never have been allowed to park at T-Dock. Manager WHITTEN responded that on Oct. 29, 2024 – all storm-related boats had been reported to FWC (Fish, Wildlife, Conservation services) reported them all. Countywide, insurance, they have to hire company. Manager WHITTEN will send this process to Board.
8. Agency Member KOSS said that she would like to see more prevention. She said that County approached her about the ALA (Anchoring Limitation Areas) – Merritt Island is doing this already. The point is that it is a place to start and put signage. Manager WHITTEN shared those files to Staff to share with the Board. Attorney has been consulted. We will bring back something similar. Remember, whatever the solution, it will take resources. Chairperson BLAKE asked are you willing to generate funds to pay for these projects? Agency Member ROGERS responded that derelict boats are gaining homeless, some are being bought and turned into B&Bs. So, to define what we will allow, is important. We need to show we are taking control of our territory. We need to turn them away. We need to enforce. Let's put our boundaries up.

VIII. NEXT MEETING DATE:

Monday, February 3, 2025, at **6:00 pm** in the Council Chambers located in Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

IX. ADJOURNMENT:

*** MOTION by Vice Chairperson WEEKS; SECONDED by Agency Member ROGERS, to adjourn the meeting.**

AYES: BLAKE, WEEKS, ETZ, GOINS, HEARN, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (7-0)

THE MEETING WAS ADJOURNED AT 7:21 PM.

____
Michael C. Blake, Chairperson

Respectfully Submitted by:

____
Ryan Browne, Recording Secretary

COCOA REDEVELOPMENT AGENCY AGENDA ITEM

Memo Date:	01/02/2025
Agenda Date:	2/3/2025
Prepared By:	Ryan Browne, Redevelopment Coordinator
Through:	Charlene Neuterman, Community Services Director
Requested Action:	Request Agency approval of a Budget Resolution Amending the FY25 Budget, BAF # 25-030-A, in the amount of $5,000, to shore up the legal services account, due to increased demand for legal reviews for this year's projects.

BACKGROUND:

One-time projects, such as the successful purchase and closing of the Orange Street property and the extended review and negotiation for the 603 Brevard Avenue property have temporarily increased the need for legal counsel. This Budget Resolution provides additional funds to cover these added, temporary, expenses.

PRIORITY AREA CONNECTION:

BUDGETARY IMPACT:

Budgeted? No
If not budgeted, is amendment / transfer attached? Yes

Source/Use of Funds

Account Number	Amount
110-0000-389.99-50	$5,000
110-3230-559.31.01	$5,000

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of a Budget Resolution Amending the FY25 Budget, BAF # 25-030-A, in the amount of $5,000, to shore up the legal services account, due to increased demand for legal reviews for this year's projects.

RESOLUTION NO. CCRA-2025-7

A RESOLUTION OF COCOA COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COCOA, FLORIDA, AMENDING THE CITY OF COCOA CRA BUDGET FOR FISCAL YEAR 2025; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Cocoa Community Redevelopment Agency (Cocoa CRA) adopted the final budget for the fiscal year commencing on October 1, 2024, and ending on September 30, 2025, at a Regular meeting held on September 10, 2024; and

WHEREAS, in accordance with Article XII, Section 5 of the City of Cocoa Charter, whereby the Cocoa CRA may, at any time by resolution, transfer any unused and unencumbered appropriation or portion thereof from one office or department to another; and

WHEREAS, the Cocoa CRA deems it to be in the best interest of the City of Cocoa to amend its budget as provided in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE COCOA CRA, as follows:

SECTION 1. The 2024-2025 fiscal year budget shall be amended as detailed in the attached sheets.

SECTION 2. All prior resolutions or prior resolutions inconsistent with this resolution are hereby repealed to the extent of the conflict.

SECTION 3. This resolution shall become effective immediately upon its adoption by the Cocoa CRA of the City of Cocoa, Florida.

ADOPTED by the Cocoa CRA of the City of Cocoa, Florida, in a regular meeting assembled on the **3rd** day of **February, 2025**.

____
Michael C. Blake, Chairman

ATTEST:

____
Charlene Neuterman
Community Services Director

City of Cocoa Budget Adjustment Form FY 2025- 030-A

SELECT ADJUSTMENT TYPE: Budget Amendment

REQUESTING DEPARTMENT #: 3230 **DATE PREPARED:** 1/2/25

'From' Accounts

Adjustment Amount	Account Number	Project Number	Account Name	Original Budget	Amended Budget	Adjusted Budget	Unencumbered Balance
$ 5,000	110-0000-389.99-50		Fund Balance			$ 5,000	
						$ 0	
						$ 0	
						$ 0	
						$ 0	
						$ 0	
$ 5,000	TOTAL						

'To' Accounts

Adjustment Amount	Account Number	Project Number	Account Name	Original Budget	Amended Budget	Adjusted Budget	Unencumbered Balance
$ 5,000	110-3230-559.31-01		Legal Expenses			$ 5,000	
						$ 0	
						$ 0	
						$ 0	
						$ 0	
						$ 0	
$ 5,000	TOTAL						

REASON/JUSTIFICATION FOR ADJUSTMENT:

Several projects this year are requiring additional legal review, therefore a top-up is needed to ensure sufficient funds to pay for services in a timely manner.Agenda 2025-7

City Council Approval Needed? ***Yes.*** (●) ***No.*** ( ) ***DATE APPROVED:*** 2/3/25 ***RESOLUTION #:*** CCRA-2025-7

City Council approval is needed for all transfers greater than $75,000 and transfers between Departments / Funds. All CRA adjustments are required to go their respective boards.

Ryan Browne Digitally signed by Ryan Browne Date: 2025.01.02 15:48:54 -05'00'
Requestor's Signature

Zoie Badalov Digitally signed by Zoie Badalov Date: 2025.01.14 16:02:04 -05'00'
Finance Approval Signature

Finance Director's Signature

Charlene Neuterman Digitally signed by Charlene Neuterman Date: 2025.01.02 15:54:47 -05'00'
Department Director's Signature

Lora Howell Digitally signed by Lora Howell Date: 2025.01.15 11:18:26 -05'00'
Deputy Fin. Director's Signature

City Manager's Signature

FINANCE USE ONLY:

Date Entered: ______ Entered By: ______ Group #: ______