MINUTES
CITY OF COCOA
COCOA CRA
SPECIAL MEETING
December 8, 2020

FINAL

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on December 8, 2020 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noted.

I. Call to Order

Chairperson Blake called the meeting to order at 4:35 pm.

ROLL CALL: By Chairperson Blake

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

PRESENT:

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

ABESENT:

None

STAFF PRESENT:
Charlene Neuterman, Deputy Community Services Director, **Stockton Whitten**, City Manager, **Nancy Bunt**, Community Services Director and **Gary Palmer**, Facilities and Grounds Manager.

City Manager Whitten led the assembly in the Pledge of Allegiance to the flag of the United States of America.

II. Approval of Agenda and Minutes:

AGENDA: Special Meeting of December 8, 2020 as written or with amendments.

MINUTES: Regular Meeting Minutes of November 10, 2020 as written or with amendments.

*** MOTION by Vice Chairperson Goins; SECONDED by Agency Member Dyal to approve the Agenda for the Special Meeting of December 8, 2020, as written.**

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

MOTION PASSED UNANIMOUSLY (7-0)

*** MOTION by Agency Member Lanni; SECONDED by Vice Chairperson Goins to approve the Minutes for the November 10, 2020, as written.**

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

MOTION PASSED UNANIMOUSLY (7-0)

III. Delegations:

IV. Presentations: Charlene Neuterman, Deputy Community Services Director presented to the Agency "History of the Cocoa CRA". Mayor thanked and commended Mrs. Neuterman for her presentation. Agency Member Koss asked about the sub-districts. Ms. Neuterman responded explaining the different districts and their boundaries within Cocoa Village. She offered to bring copies of the CRA and its sub-districts to the next Cocoa CRA meeting.

V. Action Items:

1). Agency approval of an amendment to Task Order 2020-14 for Infrastructure Solution Services (ISS) amending their scope of services for field design and conceptual design services relating to expanding the on-street parking in Cocoa Village in the amount of $4,517.

Charlene Neuterman presented the item reviewing with the Agency the history of the parking studies/analysis for the on-street parking in Cocoa Village as well as the detail of the Task Order. Mrs. Neuterman gave a history of the parking project and explained the studies/analysis involved not only increase the number of spaces but identify street upgrades, curbing, stormwater modifications or potential right of way that would be included. Agency Members expressed their desire to move forward. Mrs. Neuterman explained the design is anticipated to take 90-120 days. Updates will be provided at each meeting. Mrs. Neuterman advised that Tom Vill of Infrastructure Solutions (ISS) was available to answer questions. Agency Member Koss asked a question about the additional 90 days. Mr. Vill responded it will more likely be about 30 days as the original Task Order was complete, the new Task Order was for additional streets. Agency Member Koss asked about the design time frame and Mr. Vill responded that would also be less.

* **MOTION by Agency Member Koss; SECONDED by Agency Member Etz** for the approval of an amendment to Task Order 2020-14 for Infrastructure Solution Services (ISS) amending their scope of services for field design and conceptual design services relating to expanding the on-street parking in Cocoa Village in the amount of $4,517.

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

MOTION PASSED UNANIMOUSLY (7-0)

Alex Greenwood spoke that commercial property owners are pleased with the City/CRA moving forward. Also stated the parking is an important issue. He also asked about the 5 acre property off Rosa L. Jones. He requested a consensus from the Agency to have staff get a quote for paving the lot and adding lights. Mr. Greenwood explained to the Agency it would be a "no cost" estimate. Discussion continued among the members and the Agency Attorney about the property. City Manager Whitten added that particular piece of property was an item that the Council had on their list to review and consider whether the Agency would continue with the builder there or look for other uses. Agency Attorney Garganese explained the property is City owned property however, the CRA has participated in the use of it. Agency Attorney Garganese recommended Council/CRA look at future use first. Vice Chairperson Goins asked about the "no cost" estimate and if it would it be necessary to include an engineering piece. City Manager Whitten responded it could be possible to get a no cost estimate from Utilities when the time was right but it would be just an estimate. Chairperson Blake asked staff to research possible uses for the land and bring back to the Agency at the next meeting. Agency Attorney Garganese agreed.

2). Agency approval of a Task Order for ISS for the Lee Wenner Park Fishing Pier Structural Evaluation & Conceptual Design to develop a budget and structural concept for the fishing pier project and approval of a BAF and Resolution to transfer funds from the Contingency Account to the Professional Services Account in the amount of $39,918.

Mrs. Neuterman presented the item to the Agency reminding them of a Structural study that was done previously and is requesting the Agency to approve performing some additional investigation on the bridge. Mrs. Neuterman explained the details of the Task Order. She added, that due to 2 hurricanes and the six years since the first evaluation, an update to the study would be necessary. Agency members agreed that the fishing pier was an important part of the waterfront improvements, however had some concern over its integrity and if there were any liability concerns. Agency Member Lanni reminisced about the pier and strongly recommends restoring it. Agency Member Etz echoed his sentiments and would like to see the study done and added that the Agency not stop with the Study, that they continue forward and complete the pier. City Attorney Garganese reminded the Agency that the pier is presently the property of the Brevard County adding, at the time of Lee Wenner Park area conveyance the pier was not included. Agency Member Goins asked about taking ownership of the bridge. Garganese added it was excluded because of the condition. He added it would be in the best interest of the CRA to have the study updated and then make the decision as to whether to seek acquisition of the pier. Chairperson Blake also asked about offering to purchase the property. Agency Attorney Garganese added the City could consider that. Agency Member Koss asked about liability of the property. Agency Attorney Garganese expressed whether the City/CRA wants to take ownership of the pier and assume the liability until it is known whether it can be reconstructed. Vice Chairperson Goins asked about the prior evaluation. Mrs. Neuterman responded that since that was completed, there had been two hurricanes that could have caused additional damage. Agency Member Hearn asked who would be responsible to address the pier whether it was reconstructed or not and expressed if left, would be an eyesore. Mrs. Neuterman responded that if deemed unrepairable, the County and City would work together to determine the next step. Agency Member Hearn also asked if there had been an analysis or estimate to demolish and reconstruct. Mrs. Neuterman said there had not. Chairperson Blake added the pier would have to be addressed and would be in the best interest to have the study done before moving forward.

* **MOTION by Agency Member Etz; SECONDED by Agency Member Lanni** to approve of a Task Order for ISS for the Lee Wenner Park Fishing Pier Structural Evaluation & Conceptual Design to develop a budget and structural concept for the fishing pier project and approval of a BAF and Resolution to transfer funds from the Contingency Account to the Professional Services Account in the amount of $39,918.

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

MOTION PASSED UNANIMOUSLY (7-0)

3). Request Agency to provide direction on the two proposed parking layout alternatives for Lee Wenner Park.

Mrs. Neuterman introduced the item and Tom Vill of ISS presented to the Agency giving background information and presenting the two options for the parking design in the Lee Wenner Park. Mr. Vill expressed the goal was to maximize the number of parking spaces and improve traffic flow in the Lee Wenner Park. Mr. Vill stated there were a few things that would affect the cost such as the Agency's desire for site lighting, the amount of grading to be done, condition of current pavement, and stormwater treatment desires. He also told the Agency the existing parking lot encroaches into SR 520 right of way and the 2 proposed concepts assume the same encroachment, however there should be an agreement put into place to approve construction. Mr. Vill continued detailing each of the options and asked for questions.

City Manager Whitten asked for clarification on the 520 Right of Way encroachment. Mr. Vill responded showing him the details in the slide. Agency members discussed the layouts and asked about parking spaces. Agency Member Koss requested they add more greenspace to the design. Mr. Vill replied that was possible. Chairperson Blake asked how many boat/trailer spaces were utilized on average in Lee Wenner Park. Mrs. Neuterman responded spaces hit maximum on weekends but vary during the week or during events. Chairperson Blake also asked if there was a standard number of boat / car spaces. Mr. Vill replied that in his research there was not for this type of area. He added, though that more cars spaces were the primary need for the Cocoa Village than boat/trailer spaces. The increased need for boat/trailer spaces was primarily on a few weekends per year.

City Manager Whitten added that on a daily basis for Option 2 you would gain 81 car spaces and lose 7 boat and during special events, gain 107 and lose 20 boat spaces. Agency Member Koss asked Mr. Vill about the angled parking and was it safer. Mr. Vill responded it was in a roadway, however this was a parking lot. Agency Member Koss also asked if there was more green space on Option 1? Mr. Vill responded there was, however some could possibly be added in Option 2.

* **MOTION by Chairperson Blake; SECONDED by Agency Member Etz** to approve option 2 of the parking layout for the Lee Wenner Park Parking.

AYES: BLAKE, GOINS, HEARN, DYAL, ETZ, LANNI

NAYS: KOSS

MOTION PASSED (6-1)

4). Agency approval of a public art process to solicit input on designs for the decorative crosswalks in Cocoa Village.

Mrs. Neuterman introduced Samantha Senger, Assistant to the City Manager/Public Information Officer, who presented to the Agency and requested approval to solicit input for designs of the decorative crosswalks. Ms. Senger showed the Agency several photos of recent designs that have been done in Cocoa. She would like to the project put out as a public art project as a way to engage the public in the process. Ms. Senger recommends setting specific guidelines and asked the Agency for their preferences and recommended establishing a committee to bring the top choices back to them. A couple of crosswalk locations identified were at the Historic Cocoa Village Playhouse and the Historic Porcher House/Civic Center, however there could be more. Mrs. Neuterman agreed and added a couple other locations that could be included were Delannoy/Harrison and Riveredge/Harrison as both were high traffic areas. Chairperson Blake asked to include Stone Street/Florida Avenue. Agency Member Goins asked if the schools could be included. Ms. Senger agreed that could be a part of the process. Agency Member Koss added she like the school inclusion idea, however Merritt Island had some that were not wearing well. Ms. Senger responded this option was designed to last longer. Agency Member Koss requested since the Historic Cocoa Village Playhouse and the Historic Porcher House were Historic Areas, the designs should reflect that and added the brick that was there was historic. Ms. Senger added that could be part of the design guidelines.

Alex Greenwood spoke supporting the crosswalks project but his concern was that there were so many more areas that needed to be included adding the stamped does not last. Mr. Greenwood suggested including an area into 520 to slow traffic.

Agency Member Etz asked how many areas were being discussed. Ms. Senger and Mrs. Neuterman replied that currently 3, Historic Cocoa Village Playhouse and the Historic Porcher House/Civic Center. Agency Member Etz also asked if there would be more and when were the guidelines needed. Mrs. Neuterman replied there would more areas. Ms. Senger responded they email their requests for guidelines and she would bring back to the next meeting. Agency Member Etz also requested that once the decision is voted on and made that the Agency stick to it.

No action was taken on this item and Agency Members were asked to individually send their ideas to Ms. Senger and she would attend a future meeting to gain approval from the Agency.

VI. ATTORNEY'S REPORT – NONE

VII. UPDATES AND STAFF REPORTS

1. Informational Items (Project, Budget and CRA Dates) – Due to time constraints, Mrs. Neuterman noted that the Agency Members received copies of the informational items and were encouraged to contact her if they had any specific questions.

VIII. NEXT MEETING DATE

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, January 12, 2020 at 5:00 PM in the Council Chambers located in Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

IX. ADJOURNMENT

* **MOTION by Agency Member Dyal; SECONDED by Agency Member Hearn to adjourn the meeting.**

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

MOTION PASSED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED AT 6:00 PM.

Michael C. Blake

Michael C. Blake, Chairperson

Respectfully Submitted by:

Lori Chabot

Lori Chabot, Recording Secretary