**MINUTES**
**CITY OF COCOA**
**COCOA COMMUNITY REDEVELOPMENT AGENCY**
**REGULAR MEETING**
**November 14, 2017**

**The Cocoa Community Redevelopment Agency held a regular meeting at 4:30 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 |
| Don Boisvert | Vice Chairman |
| Jan Stewart | Agency member |
| Jeri Blanco | Agency member |
| Ed Lanni | Agency member |
| Clarence Whipple Jr. | Agency member |
| Brenda Warner | Agency member |
| Anthony Garganese | Agency Counsel |

**Vice Chairman Boisvert called the meeting to order at 4:36 pm**

**PRESENT:**

| | |
|---|---|
| Don Boisvert | Vice Chairman |
| Jeri Blanco | Agency member |
| Jan Stewart | Agency member |
| Ed Lanni | Agency member |
| Clarence Whipple Jr. | Agency member |
| Anthony Garganese | Agency Counsel |
| Torri Edwards | Recording Secretary |

**ABSENT:**

| | |
|---|---|
| Henry U. Parrish, III | Chairman (arrived 5:04 pm) |
| Brenda Warner | Agency member |

**STAFF PRESENT:**

**John Titkanich Jr., AICP,** City Manager, **Matt Fuhrer,** Assistant City Manager, **Karen Hamilton,** Community Services Director, **Nancy Bunt**, Deputy 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 Lanni** led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

## II. APPROVAL OF AGENDA /MINUTES:

* **A MOTION was made by Agency member Lanni; SECONDED by Agency member Whipple, Jr. to approve the agenda for the regular meeting of November 14, 2017 as written.**

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

**MOTION CARRIED UNANIMOUSLY (5-0)**

* **A MOTION was made by Agency member Lanni; SECONDED by Agency member Whipple, Jr. to approve the minutes of the regular meeting of October 10, 2017.**

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

**MOTION CARRIED UNANIMOUSLY (5-0)**

## III. DELEGATIONS:

**NONE**

## IV. PRESENTATIONS:

**NONE**

## V. ACTION ITEMS:

**1. Commercial Façade Improvement Program Grant-300 N. Cocoa Blvd:**

**Mr. Lallo** stated Anthony O'Flaherty is requesting a Commercial Façade Improvement Program grant, in the amount of $5,000. **Mr. Lallo** described the list of improvements planned for this location.

* **A MOTION was made by Agency member Lanni; SECONDED by Agency member Whipple, Jr. to approve the request for a Commercial Façade Improvement Program grant in the amount of $5,000 for the property located at 300 N. Cocoa Blvd.**

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

**MOTION CARRIED UNANIMOUSLY (5-0)**

**2. Budget Transfer to Professional Services:**

**Ms. Singleton** stated staff is requesting a budget transfer of $12,706 to cover the cost of demolition of the former Coast Guard Auxiliary Building and playground equipment at Lee Wenner Park. **Mr. Titkanich** noted the building is vacant and in a state of disrepair. He added that the playground equipment is not functioning and repairing the equipment is not cost effective.

* **A MOTION was made by Agency member Whipple, Jr.; SECONDED by Agency member Stewart to approve a budget transfer of $12,706 from the Infrastructure Account (110-3230-559.63-00) to the Professional Services Account (110-3230-559.31-00) to cover the costs of demolition of the former Coast Guard Auxiliary Building and playground equipment in Lee Wenner Park.**

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

**MOTION CARRIED UNANIMOUSLY (5-0)**

**3. 5-Year Waterfront Master Plan:**

**Mr. Titkanich** is requesting approval for staff to move forward with the 5-Year Waterfront Master Plan and budget transfer of $35,000 from the Contingency Account to the Professional Services Account. In 2008, the Cocoa CRA retained Glatting Jackson Kercher Anglin to develop a Waterfront Master Plan to improve activity and connectivity of the waterfront. With the waterfront destruction caused by Hurricane Irma, and economic growth since 2008, the Cocoa CRA Board felt this is an opportune time to create a new Waterfront Vision that is achievable within 5 years.

**Mr. Titkanich** stated there is a scheduled meeting for the Cocoa CRA board on January 10, 2018, to discuss the 5-Year Waterfront Master Plan in more detail.

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Lanni to authorize staff to retain the services of Infrastructure Solutions Services to prepare a Five-Year Cocoa Waterfront Development Plan consistent with the 2008 Cocoa Waterfront Master Plan; and approve a budget transfer of $35,000 from the Cocoa CRA Contingency Account (110-3230-559.39-00) to the Professional Services Account (110-3230-559.31-00) to cover the costs of preparing the Five-Year Plan.**

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

**MOTION CARRIED UNANIMOUSLY (6-0)**

**4. Oaks Mobile Home Site RFP:**

**Mr. Lallo** stated that in 2016 there was a Memorandum of Understanding between the City and Cocoa CRA. The City agreed to convey the property to the Cocoa CRA if they were successful in negotiating an acquisition of the former Oaks Mobile Home site. **Mr. Lallo** noted the property was surveyed and conducted a study of Highest and Best Use Analysis. The observation of the analysis showed market prices are rising consistently for several years and Cocoa Village is becoming an attractive destination location and desirous place to live.

**Mr. Lallo** stated the Highest and Best Use Analysis determined the highest market demand for the property is residential uses. **Mr. Lallo** recited the list of recommended development scenarios provided by the consultant firm.

* **A MOTION was made by Agency member Lanni; SECONDED by Agency member Blanco to authorize staff to prepare, issue, and market a Request for Proposals (RFP) for development, subject to the conveyance of the property from the City to the CRA, to redevelop the 4.32 acre former Oak Mobile Home Park site at 915 Florida Avenue consistent with the Highest and Best Use Analysis. Additionally, authorize the agency attorney to prepare the necessary real estate document for conveyance of the property as well as direct staff to evaluate, prepare, and present financing options and alternatives to the CRA board to acquire the property from the City.**

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

**MOTION CARRIED UNANIMOUSLY (5-0)**

**5. Parking Study/Former City Hall Site RFP:**

**Ms. Hamilton** is requesting the board provide staff direction to either continue the original April 28, 2017 RFP or withdraw the RFP and direct staff to reissue a revised RFP to include the public parking component as part of the redevelopment project. **Ms. Hamilton** provided background information on the current RFP.

**Ms. Hamilton** explained the parking study process, criteria that was addressed, and parking study results. **Ms. Hamilton** stated that staff agrees that on street parking could be a viable option and should be incorporated into the RFP if reissued. **Ms. Hamilton** recommends the CRA look into public-private partnership opportunities.

**Mr. Bill Baer** of 4105 Old Settlement Rd, Merritt Island, FL, stated a RFP was issued with three (3) responses. Mr. Baer stated a lot of time, energy, and money was spent on his proposal. His goal is to provide more parking for Cocoa Village not for financial gain. Mr. Baer stated his RFP did included parking and should be discussed before withdrawing current RFP.

**Aleck Greenwood,** of 640 Brevard Ave., Cocoa, FL, inquired if Chase Bank and Bank of America are potential partnership opportunities for the City of Cocoa. **Mr. Titkanich** stated the parking consultants did not evaluate partnership acquisition. Mr. Greenwood stated his support for developing on vacant sites with additional parking available.

* **A MOTION was made by Agency member Whipple, Jr.; SECONDED by Vice Chairman Boisvert to provide Agency staff direction to either continue the original April 28, 2017 RFP for 603 Brevard Avenue or withdraw the RFP and direct staff to reissue a revised RFP which includes a public parking component of the redevelopment project.**

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

**MOTION CARRIED UNANIMOUSLY (6-0)**

## VI. ATTORNEY'S REPORT:

**NONE**

## VII. UPDATED AND STAFF REPORTS:

1. **FIND Grant-Riverfront Park Boat Slips and Pedestrian Connector (verbal report):**

**Mr. Lallo** reported the FIND Grant application was approved to replace the day slips and T docks for the cost of $450,000. The FIND Grant will pay $250,000. The project must be completed in two (2) years.

* **A MOTION was made by Vice Chairman Boisvert.; SECONDED by Agency member Stewart to accept the Staff report on the FIND Grant update.**

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

**MOTION CARRIED UNANIMOUSLY (6-0)**

## VIII. NEXT MEETING DATE:

The next scheduled meeting of the Cocoa Community Redevelopment Agency will be held on Tuesday, December 12, 2017 at 5:00 PM in the Council Chambers located at Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

## X. ADJOURNMENT:

* **MOTION made by Vice Chairman Boisvert; SECONDED by Agency member Lanni to adjourn the regular meeting of November 14, 2017.**

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

**MOTION CARRIED UNANIMOUSLY (6-0)**

**MEETING WAS ADJOURNED AT 5:54 pm**

**Henry U. Parrish III, Chairman**

**Respectfully Submitted By:**

Torri Edwards

**Torri Edwards, Recording Secretary**