MINUTES
CITY OF COCOA
COCOA CRA
REGULAR MEETING
November 10, 2020

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on November 10, 2020 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noted.

I. Call to Order

Chairperson Williams called the meeting to order at 5:04 pm.

ROLL CALL:

Jake Williams, Jr.	Chairperson
Alex Goins	Vice Chairperson
Don Boisvert	Agency Member
Janne Etz	Agency Member
Edward Lanni	Agency Member
Brenda Warner	Agency Member
Lorraine Koss	Agency Member
Anthony Garganese	Agency Attorney
Lori Chabot	Recording Secretary

PRESENT:

Jake Williams, Jr.	Chairperson
Alex Goins	Vice Chairperson
Don Boisvert	Agency Member
Janne Etz	Agency Member
Lorraine Koss	Agency Member
Brenda Warner	Agency Member
Lori Chabot	Recording Secretary

ABESENT:

Ed Lanni	Agency Member
Anthony Garganese	Agency Attorney (*arrived at 5:24)*

STAFF PRESENT:
Charlene Neuterman, Deputy Community Services Director, **Stockton Whitten**, City Manager, **Nancy Bunt**, Community Services Director and **Rebecca Bowman**, Finance Director.

Agency Member Etz provided the invocation and **Agency Member Koss** led the assembly in the Pledge of Allegiance to the flag of the United States of America.

II. Approval of Agenda and Minutes:

*** MOTION by Agency Member Boisvert; SECONDED by Agency Member Koss to approve the Agenda for the Regular Meeting of November 10, 2020, as written.**

AYES: WILLIAMS, ETZ, KOSS, WARNER, BOISVERT, GOINS

MOTION PASSED UNANIMOUSLY (6-0)

*** MOTION by Agency Member Koss; SECONDED by Agency Member Boisvert to approve the Minutes for the October 13, 2020, with an amendment to page 5, paragraph 2.**

AYES: WILLIAMS, ETZ, KOSS, WARNER, BOISVERT, GOINS

MOTION PASSED UNANIMOUSLY (6-0)

*** MOTION by Agency Member Boisvert; SECONDED by Agency Member Koss to approve the Minutes for the Special Meeting on October 27, 2020, as written.**

AYES: WILLIAMS, ETZ, KOSS, WARNER, LANNI, BOISVERT

MOTION PASSED UNANIMOUSLY (6-0)

III. Delegations:

IV. Presentations:

V. Action Items:

1). Agency approval and acceptance of Letter of Engagement from MSL for Audit services and approval for a BAF and Resolution in the amount of $5,000. Charlene Neuterman presented the item and explained the Florida Statute change for CRA Audits. As a result, the Cocoa CRA must have its own audit causing the need for the BAF in the amount of $5,000. Mrs. Neuterman also stated Rebecca Bowman, Finance Director was present and available for questions.
Agency Attorney Garganese arrived at 5:24

* **MOTION by Agency Member Boisvert; SECONDED by Agency Member Etz** to approve and acceptance of Letter of Engagement from MSL for Audit services and approval for a BAF and Resolution in the amount of $5,000.

AYES: WILLIAMS, ETZ, WARNER, BOISVERT, KOSS, GOINS

MOTION PASSED UNANIMOUSLY (6-0)

2). Agency approval for a Façade grant for Lois Felder, Trustee who is the property owner of property at 217 King Street, Cocoa FL and is requesting $9,506.50. Ms. Felder is the owner of the building where "Hello Books" currently resides. She is requesting the façade grant for exterior painting, replace a lighted sign, replacement of window glass and front door to impact windows and a new awning. Charlene Neuterman presented the item and noted the agenda item attachments.

Mrs. Neuterman stated Ms. Felder did not know what the permit fees would be and therefore it was not included in her amount. She would like to be reimbursed for that amount. Mrs. Neuterman recommended to the agency to grant the award amount to no greater than $10,000 that would help pay for the permit fees.

Mrs. Neuterman stated Ms. Felder was present to answer any Agency Member questions. Agency Member Koss asked who the new tenant would be and Ms. Felder replied she would be putting a for lease sign out but wanted to complete the work. Agency Member Koss thanked Ms. Felder for maintaining the integrity of the area.

* **MOTION by Agency Member Warner; SECONDED by Agency Member Koss** to approve a Façade grant for Lois Felder, Trustee, property owner of property at 217 King Street, Cocoa FL for an amount not to exceed $10,000.

AYES: WILLIAMS, ETZ, WARNER, BOISVERT, KOSS, GOINS

MOTION PASSED UNANIMOUSLY (6-0)

3). Agency Approval of a, BAF in the amount of $30,000, a Resolution to transfer funds from Contingency Account to the City's GF for a dredging project and a BAF in the amount of $25,000 and a Resolution for a boat ramp rehabilitation design project in the Lee Wenner Park area. The Cocoa CRA will transfer from the Contingency Account to the GF Parks and Beautification. The Cocoa CRA's Waterfront Plan includes the dredging and boat ramp rehabilitation in order to allow for larger vessels. The City has been awarded two Florida Inland Navigation District (FIND) grants, $50,000 for the boat ramp rehabilitation design and $60,000 for dredging design and permitting. As part of the agreement, the Cocoa CRA will pay the City's portion of the project and the City's Public Works will be managing the project. These items will be presented at the Council meeting following the Cocoa CRA. After the design project the City will apply for two additional FIND grants for the construction of the boat ramp and for the actual dredging. The FIND grant application process opens next March of 2021 and will be awarded in April to June, making funds available in FY 2022 allowing for project completion. Therefore, staff is requesting a budget transfer of $25,000 and a budget transfer of $30,000.

Agency Member Koss asked how deep they will dredge and if they remove all the material. Mrs. Neuterman replied an analysis will be done to determine the depth and what needs to be removed. Mrs. Neuterman continued to explain when dredging was done previously, a barge was used to remove the material, (approximately 30,000 cubic yards) and she anticipates a similar amount or more as the area is larger and will likely be deeper. Mrs. Neuterman added, the City will get a cost analysis before applying for the FIND grant. Agency Member Koss also asked about the maintenance involved and Mrs. Neuterman replied there would be annual maintenance that would be determined by the consultant.

* **MOTION by Agency Member Koss; SECONDED by Agency Member Warner** to approve the a BAF in the amount of $30,000 and Resolution for a dredging project and a BAF in the amount of $25,000 and Resolution for a boat ramp rehabilitation design project in the Lee Wenner Park area. The CRA will transfer these funds from Contingency Account to the City's GF.

AYES: WILLIAMS, ETZ, WARNER, KOSS, BOISVERT, GOINS

MOTION PASSED UNANIMOUSLY (6-0)

VI. ATTORNEY'S REPORT – NONE

VII. UPDATES AND STAFF REPORTS

1. Informational Item - Project Update

Chairperson Williams asked about the pier and the costs involved and where Staff was with the project. Mrs. Neuterman replied the pier was in the current budget and will be applied for through a FIND grant in the next application process and by then Staff will have estimates for removal of the old pier and construction of a new one.
Chairperson Williams asked about the Mooring field as well, adding Mr. Thompson of Thompson Construction had offered to do mooring fields at no cost. Mrs. Neuterman replied there have been discussions on the project and will return to advise the agency as to the next steps.
Chairperson Williams also asked about the Civic Center. Mrs. Neuterman replied staff has had several discussions and meetings with the contractor about the Civic Center and Staff is expecting a design proposal with options at the December Cocoa CRA meeting.
Agency Member Koss asked about the Gateway Entry Feature, Phase 2. Mrs. Neuterman replied, Staff was in the process of looking for contractors to do the statutes. The Phase 2 is the figurines that were proposed in the original plan. Mrs. Neuterman stated Staff will bring costs in the next 60 days so the agency can decide the next move. Agency Member Koss also asked if the figurines were replacing the boat and Agency Member Etz replied the figurines were in additional to the boat. Discussion continued among the members about the Gateway Entry.

Mrs. Neuterman presented the other projects that were listed in the project update in the agenda.

Chairperson Williams mentioned the hotel project and the roughly 135 parking spaces currently available for parking at that location. He continued, when construction begins his concern is where people will park. Chairperson Williams if the 5 acres on Rosa L Jones is being considered. Mrs. Neuterman agreed the loss of parking will be a concern and she would review alternatives for parking during the construction process.

VIII. NEXT MEETING DATE

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, December 8, 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 Boisvert; SECONDED by Vice Chairperson Goins to adjourn the meeting.**

AYES: WILLIAMS, GOINS, ETZ, WARNER, BOISVERT, KOSS

MOTION PASSED UNANIMOUSLY (6-0)

MEETING WAS ADJOURNED AT 5:33 PM.

Michael C. Blake, Chairperson

Respectfully Submitted by:

Lori Chabot, Recording Secretary