

**MINUTES
CITY OF COCOA
COCOA CRA
REGULAR MEETING
October 13, 2020**

Amended
minutes
from 10-13-20

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on October 13, 2020 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noted.

I. Call to Order

Chairperson Williams called the meeting to order at 4:06 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
Don Boisvert	Agency Member
Janne Etz	Agency Member
Ed Lanni	Agency Member
Lorraine Koss	Agency Member
Brenda Warner	Agency Member
Anthony Garganese	City Attorney
Lori Chabot	Recording Secretary

ABSENT:

Vice Chairperson Goins (*arrived 4:28*)

STAFF PRESENT:

Charlene Neuterman, Deputy Community Services Director (*via phone*), City Manager
Stockton Whitton, Assistant City Manager **Matt Fuhrer**, City Manager, **Bryant Smith**, Public
Works Director, **Nancy Bunt**, Community Services Director.

Agency Member Etz 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 And Minutes:

AGENDA: Regular Meeting of October 13, 2020 with corrections. Action Item 6 was moved to item 4 followed by the final two.

MINUTES: Regular Meeting Minutes of September 9, 2020 with one amendment. The removal of a sentence on page 3, paragraph two.

- * MOTION by Agency Member Koss; SECONDED by Agency Member Boisvert to approve the Agenda for the Regular Meeting of October 13, 2020, with an amendment.**

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

MOTION PASSED UNANIMOUSLY (6-0)

- * MOTION by Agency Member Koss; SECONDED by Agency Member Lanni to approve the Minutes for the September 9, 2020, with amendment.**

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

MOTION PASSED UNANIMOUSLY (6-0)

III. Delegations:

IV. Presentations:

V. Action Items:

1). Agency approval for Addendum to Lease between the Cocoa Village Partners, Inc for a term not to exceed five years in the amount of \$71,314.20 for the current year in order to accommodate the US Post Office facility.

At the Cocoa CRA Board Meeting held on November 1, 2005, staff was given the directive, by the Agency, to initiate the necessary coordination between the U.S. Post Office and Orange Street Tower in order to relocate the Post Office facility that was located at 32 Orange Street to 600 Florida Avenue. Subsequently, at the Cocoa CRA Board Meeting held on May 2, 2006, the Agency Members authorized staff to enter into a Lease Agreement with Cocoa Village Partners, Inc., in order to continue the process to relocate the U.S. Post Office to Orange Street Tower. Since 2006, the Cocoa CRA has renewed the lease with the Cocoa Village Partners, Inc. to lease the suite located at 600 Florida Avenue for the purpose of housing the U.S. Post Office in Historic Cocoa Village. In 2011, Congressman Bill Posey introduced legislation to rename the Post Office in honor of Harry T. and Harriette V. Moore.

Amended FINAL CCRA Special Meeting 10-13-20

The current lease expires on October 31, 2020. The Cocoa Village Partners, Inc. presented an Addendum to the Lease, dated August 15, 2020 for the renewal period: November 1, 2020 through October 31, 2025. The lease details the monthly lease payment as \$5,042.85 plus \$900 monthly for the Common Area Maintenance (CAM) fees. The total monthly payment in years one through three will be \$5,942.85. A 3% increase will be added in years four and five. The amount the Post Office will pay October 2020, \$3,252.25 and from November 2020 through September 2021 - \$3,545.00. The Cocoa CRA will subsidize the lease difference between what the U.S. Postal Service pays the CRA and what the CRA pays the Cocoa Village Partners. For Fiscal Year 2021, the subsidy will be \$29,066.95

Agency Member Koss stated she liked having the Post Office in the Village however, questioned the lease costs and retail value of the property. Agency Member Etz agreed adding that \$900 a month for common area maintenance seemed high. She asked if everyone is paying the same amount. Community Services Director Bunt stated the \$900 is the CAM and that has remained the same. The rental costs have increased and is based on space size.

*** MOTION by Agency Member Boisvert; SECONDED by Agency Member Koss to approve the Lease with the Cocoa Village Partners on the Post Office site in Cocoa Village.**

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

MOTION PASSED UNANIMOUSLY (6-0)

2). Agency Approval of a Budget Adjustment Form, BAF # 21-006-T and a Budget Resolution # 20-660, Amending the Fiscal Year 2021 budget, to transfer funds to cover a short fall of \$41.00 for Cocoa CRA Insurance.

At the August 12, 2020 Cocoa CRA meeting, the Proposed Budget was approved by the Cocoa CRA. Staff later received an invoice for the insurance indicating the budgeted amount for insurance was short \$41.00.

At the September 23, 2020 City Council approved the City's Fiscal Year 2021 Budget that includes the Cocoa CRA budget. The budget transfer will move funds from the CRA's Contingency line (1103230-559-39.00) to the Insurance line (110-3230-559-45.00) in the amount of \$41.00. Staff requests Agency approval of the BAF for \$41.00 and a Budget Resolution amending the FY2021 budget.

*** MOTION by Agency Member Boisvert; SECONDED by Agency Member Warner to approve the BAF and Resolution to cover the insurance shortfall.**

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

MOTION PASSED UNANIMOUSLY (6-0)

- 3). Agency Approval of a Budget Adjustment Form, BAF#21-004-T and Resolution 20-672 for \$15,000 for mangrove trimming in the Lee Wenner Park area.

As part of the Cocoa CRA Community Redevelopment Plan, the City of Cocoa and Brevard County approved an Interlocal Agreement on November 14, 2017, conveying Brevard County's portion of the Lee Wenner Park to the City of Cocoa as the Cocoa CRA Approved their Waterfront Master Plan, that included capital projects to improve the waterfront by the Cocoa CRA and or City.

On January 22, 2016 the City of Cocoa (Lee Wenner Park) was issued Permit No: ERP 05-339454001 MA which is an Environmental Resource Permit allowing the City to trim mangroves along Indian River Drive and along a stormwater pond in the Lee Wenner Park area. The three-year mangrove trimming permit is complete and the City is entering the maintenance phase of the project. City Staff needs to budget for the project and is estimated to be \$15,000 and is currently out to bid.

*** MOTION by Agency Member Koss; SECONDED by Agency Member Warner to approve the BAF and Resolution for the mangrove trimming.**

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

MOTION PASSED UNANIMOUSLY (6-0)

- 4). Provide agency staff direction to conduct additional due diligence on the property located at 10, 12 and 14 Oleander Street for potential acquisition.

The Assistant City Manager presented this item to the agency. The City has been approached by the Florida Historical Society who is the owner of 10, 12 and 14 Oleander Street, and provided information related to the sale of the property. There are 3 buildings and are subject to a 99-year triple net ground lease. The property is owned by the Florida Historical Society and prior to their acquisition, it was under the 99-year triple net ground lease and then structures were built and each pays \$150 per month. The ground lease began in November of 1939 and expires on December 31, 2038.

If the Agency were to desire staff to continue forthwith taking action towards acquisition, there would be significant due diligence related to this site to consider such as, the site as it relates to the grounds lease, tenant leases, relation to redevelopment act, as the lease expires 2038 and the CRA in 2041 leaving a few years to undertake redevelopment activities, as well as an appraisal, title and other cursory information related to the property. The Playhouse is located across the street and to the west is municipal parking so the City already owns nearby property. Therefore, the Staff is seeking direction as far as continuing to conduct more extensive research where costs would be incurred for a title search and appraisal.

Discussion occurred between Agency members and Staff related to the property and the due diligence. Agency members asked questions and Staff and the Agency Attorney responded.

The Executive Director from the Florida Historical Society explained, ~~their intent when they purchased the property was to approach the CRA about purchasing it from the Florida Historical Society.~~ Amendment by Agency Member Koss at 11-10-20 CCRA meeting to replace with (that he approached the CRA because they have an interest to ensure the integrity of the Oleander historical corridor.)

In order to ensure the Agency Board has all the necessary information to make a decision related to purchase and potential future redevelopment, additional information will need to be evaluated and provided. The Agency staff will need to evaluate the property acquisition for consistency with the Community Redevelopment Act within the Florida Statutes, the Cocoa Community Redevelopment Agency's Redevelopment Plan and other associated property acquisition diligence such as title search and appraisal.

*** MOTION by Agency Member Koss; SECONDED by Agency Member Etz to direct Staff to bring additional information back to the CRA for further evaluation.**

AYES: WILLIAMS, ETZ, LANNI, KOSS

NAYS: GOINS, WARNER, BOISVERT

MOTION PASSED (4-3)

5). Staff is asking for direction on the Harrison Street Streetscape and Stormwater Project. As part of the CRA Capital Improvements Plan, Harrison Street from Delannoy to Riveredge was identified as a possible project. The goal of this project was to enhance parking, while providing a level of resiliency due to sea level rise and also enhance the drainage level of service in this area. Infrastructure Solution Services (ISS) was contracted to investigate possible improvements and provide concepts associated with those improvements.

Tom Vill of ISS presented to the agency on the Harrison Street Streetscape and Stormwater Project with a review of previous plans from 2017 for the area. He explained what has been added or changed and their current scope of services for parking, grading and stormwater. The Stormwater was not a part of the first review however, has been included in their recent review. Effectively the goal is to reduce flooding and calm traffic and allow for easier traffic flow. In regards to parking spots, there are currently 47 spaces.

Mr. Vill continued stating in terms of parking, there is an option to enhance the safety of the parking by converting the spaces to angled parking. Mr. Vill added, unfortunately, this area does not provide great traffic circulation and angled parking would reduce the number of parking spaces. He added, if the straight in parking was the preferred option, some parallel parking could

be added on side of Riveredge Dr. and dedicate one or two of them for drop off. Mr. Vill stated he does not recommend adding parallel on the east side of Riveredge Drive. Mr. Vill stated he suggests the option of eliminating spaces for safety reasons.

From a resiliency standpoint, the roadway can only be elevated to a maximum of 4" higher than it is now. The roadway is constricted by the finished flood elevations of the adjacent buildings. While this would provide some benefit, the stormwater system would still be at the same elevation and experience surcharging during tropical system related events. This project can however enhance the efficiency of the stormwater system during typical rain events.

Additional stormwater piping would help this area drain during a typical afternoon rain event. The overall project will provide aesthetic enhancements, ADA improvements, and increase the stormwater drainage efficiency. Due to those considerations, this project would be considered a streetscape project with ancillary stormwater improvements associated with that work. If the board desires to pursue this streetscape project, staff recommends option #4.

Another recommendation is that the enhancements could be completed now, but it may be more prudent to wait on those improvements until redevelopment activity occurs in the immediate area to minimize traffic and pedestrian impacts. Staff requests direction for the City/CRA to take regarding Harrison Street. Once direction is received, Staff will return with a cost analysis and estimated project schedule.

Agency members discussed their preferences between the different parking options presented. They posed questions to Mr. Vill related to different scenarios and he answered their questions. Agency members prefer angled parking due to it being safer for drivers.

Additional discussion related to the Stormwater drainage and sidewalk café plans and how the different options will impact the businesses and the pedestrian/vehicular traffic. Staff requested direction related to the parking options so the plans could be finalized for approval.

*** MOTION by Agency Member Koss; SECONDED by Agency Member Warner to choose the angled parking option of the Harrison Street Plans.**

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

NO: GOINS

MOTION PASSED (6-1)

After the motion passed, additional information about the drainage repairs and sidewalk repairs and impacts on Harrison Street was provided by Mr. Vill with ISS.

6). Agency direction on how to proceed with the crosswalks project in Cocoa Village, using the recommendation of Staff to proceed with stamped asphalt and a recommendation to pursue decorative pavement markings at proposed locations.

During the milling and resurfacing efforts of the Fiscal Year 2019 paving plan, paver crosswalks at the locations below were either removed or paved over. A paver crosswalk is comprised of 4" architectural roadway pavers, compacted base and a ribbon curb on both longitudinal sides to lock the pavers in. A typical ribbon curb is 8-18" in depth by 6"-12" wide concrete. The ribbon curb as part of the Cocoa Village Crosswalks was placed over 30" deep and used to fill deeper and wider voids during the construction. The crosswalks that were removed or paved over as part of this project are located on Brevard, Delannoy, Derby, Factory, Harrison, Maryland, Oleander, and Orange. As part of the City's ADA Transition Plan, Americans with Disabilities Act (ADA), and guidance from the Federal Highway Authority, the roadways being milled and resurfaced were evaluated for ADA compliance. Many of the curb ramps required modifications, which required slight modifications to the crosswalk locations.

The Agency members requested Staff seek bidding opportunities for the replacement of the crosswalks. The scope of this work included a combination of both daytime and nighttime work due to the constraints in the area related to businesses, pedestrians, and vehicles. The work would require the removal of asphalt, existing pavers, ribbon curbs, and roadway base. Staff advertised this project for over 30 days and received no bids. Staff then re-advertised for another full length bidding period along with a pre-bid meeting. The pre-bid meeting had two attendees and only one bid was received during the bidding period. The bid received was valued at \$282,586 for daytime and \$353,233 for nighttime work. It is assumed that the roadway closure requirements would require night work and drive this contract cost over \$300,000, without any contingency.

Due to the heavily inflated pricing for this work, Staff sought out crosswalk alternatives that are both commonly used and already in-place in Cocoa Village and other locations of the City. The alternatives include decorative thermoplastic and stamped asphalt. Stamped Asphalt is already in place on Florida Avenue and in Diamond Square. A decorative thermoplastic crosswalk is scheduled to be installed this month at Endeavor Elementary on Pineda Street. Both of these options can be installed at a much lower cost. The equivalent pricing would be roughly \$50,000-\$70,000 based on verbal quotations for the work. This would allow additional locations to be included and the CRA could implement themed crosswalks in various locations as well.

Staff recommends the placement of stamped asphalt where brick pavers were removed or paved over. Staff recommends the Agency provide a recommendation to pursue unique pavement markings and proposed locations.

Public Works Director Bryant Smith presented the crosswalks projects including the history, the bidding process and responses. The costs for the paver crosswalk project has increased. He explained that the crosswalks in the Village were updated to meet ADA requirements. Replacing pavers would cause long road closures to cut the asphalt and place each paver into the crosswalk. Stamped asphalt and decorative thermoplastic striping are more economical and have a longer life expectancy than pavers. There are 34-35 crosswalks in village. Staff recommends not using pavers and choosing decorative thermoplastic or stamped asphalt.

* **MOTION by Agency Member Boisvert; SECONDED by Agency Member Warner to proceed with stamped asphalt and decorative options in specific locations in Cocoa Village.**

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

MOTION PASSED UNANIMOUSLY (7-0)

VI. ATTORNEY'S REPORT - NONE

VII. UPDATES AND STAFF REPORTS

1. Informational Item - Budget Update
2. Informational Item - Project Update
3. Informational Item – BAF-21-007

VIII. NEXT MEETING DATE

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, November 10, 2020 at 5:00 PM in the Council Chambers located in Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

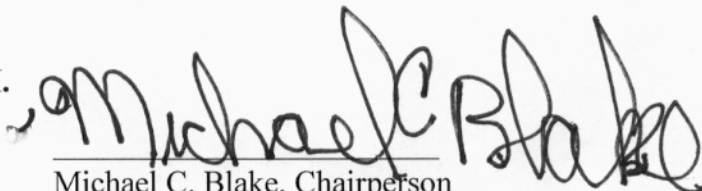
IX. ADJOURNMENT

* **MOTION by Agency Member Boisvert; SECONDED by Agency Member Lanni to adjourn the meeting.**

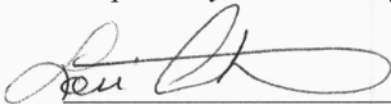
AYES: WILLIAMS, GOINS, ETZ, LANNI, WARNER, BOISVERT, KOSS

MOTION PASSED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED AT 5:50 PM.


Michael C. Blake, Chairperson

Respectfully Submitted by:



Lori Chabot, Recording Secretary