

**MINUTES
CITY OF COCOA
COCOA CRA
REGULAR MEETING
SEPTEMBER 11, 2019**

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on September 11, 2019 at City Hall, 65 Stone Street, Cocoa, FL, as publically noted.

I. Call to Order

Chairperson Williams called the meeting to order at 5:02pm

ROLL CALL:

Jake Williams, Jr.	Chair Person
Brenda Warner	Vice Chairperson
Don Boisvert	Agency Member
Janne Etz	Agency Member
Alex Goins	Agency Member
Lorraine Koss	Agency Member
Edward Lanni	Agency Member
Anthony Garganese	City Attorney
Courtney Jackson	Recording Secretary

PRESENT:

Jake Williams, Jr.	Chair Person
Brenda Warner	Vice Chairperson
Don Boisvert	Agency Member
Janne Etz	Agency Member
Alex Goins	Agency Member
Lorraine Koss	Agency Member
Edward Lanni	Agency Member
Anthony Garganese	City Attorney

ABESENT:

Lorraine Koss	Agency Member (arrived at 5:04pm)
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STAFF PRESENT:

Nancy Bunt, Community Services Director, **Matt Fuhrer**, Assistant City Manager, **John Titkanich**, City Manager, **Darryl Niles**, RDA Manager, **Charlene Neuterman**, Community Services Deputy Director.

Agency Member Lanni provided the invocation and **Agency Member Goins** led the assembly in the Pledge of Allegiance to the flag of the United States of America.¹

Chairperson Williams requested for a Moment of Silence in remembrance of those who lost their lives on September 11, 2001.

II. Approval Of Agenda And Minutes:

1. AGENDA: Meeting of September 11, 2019

- * **MOTION by Agency Member Boisvert; SECONDED by Agency Member Lanni to approve the Agenda for the September 11, 2019 Regular Meeting.**

AYES: Williams, Warner, Boisvert, Etz, Goins, Koss, Lanni

MOTION PASSED UNANIMOUSLY (7-0)

2. MINUTES: Special Meeting of August 28, 2019

- * **MOTION by Agency Member Boisvert; SECONDED by Agency Member Goins to approve the Minutes as written for the August 28, 2019 Special Meeting.**

AYES: Williams, Warner, Boisvert, Etz, Goins, Koss, Lanni

MOTION PASSED UNANIMOUSLY (7-0)

III. Delegations

Aleck Greenwood (640 Brevard Ave.) asked the board for recommendations on how commercial property owners could receive more representation regarding the changes happening to the Downtown District.

Vice Chair Warner recommended to meet with the Historic Downtown Village Association since she believed they would be able to give him more direction than the CRA.

Mr. Greenwood asked why the curb ramp at the Bank of America was removed.

City Manager Titkanich explained that the curb ramp was removed and replaced with a curbing to prevent flooding in that area.

IV. Action Items

1. **19-429: To Award Bid No. B-19-21-COC, "Gateway Entry Sign Phase 1 Construction" to Boromei Construction, Inc. of Okeechobee, Florida, as a multi-year contract for the Gateway Entry Sign Phase 1 Construction in the amount of \$142,865, budgeted in Fiscal Year 2019.**

¹ Agency Member Koss entered the room at 5:04pm

Mr. Niles briefly introduced the action item and provided background including staff's recommendation to approve to award bid no. B-19-21-COC.

Discussion between **Chairperson Williams** and **Mrs. Neuterman** regarding the clarification of what the funds set aside would go towards.

Discussion between **Vice Chair Warner** and **Mrs. Neuterman** regarding if asked if they would need to make a second bid for the design.

Vice Chair Warner suggested to use a local vendor who has been a part of the city for a while.

Discussion between **Agency Member Lanni** and **Mrs. Neuterman** regarding the invitations that were sent out by the Purchasing Department to potential contractors to review the bid package to determine if they would want to bid on the project.

Agency Member Koss inquired if there was a cost allowance for choosing local vendors.

Mrs. Neuterman confirmed that it was a 3% cost allowance and that the vendors are made aware during the bidding process.

Aleck Greenwood (640 Brevard Ave) suggested that the design of the paddle boat silhouette should be 3x larger than what they currently are projected to be. He emphasized by enlarging the silhouette it would better represent the City of Cocoa by showcasing how Cocoa's first settlers arrived.

Discussion between **Agency Member Koss**, **Vice Chair Warner** and **Mrs. Neuterman** regarding the size dimensions of the sign.

Agency Member Koss inquired if the original lantern designs would be placed on the property site.

Mrs. Neuterman explained there are three places where there would be lanterns.

Board discussion of the bid package and designs of the lanterns.

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Motion by Vice Chair Warner; SECONDED by Boisvert to award Bid No. B-19-21-COC, "Gateway Entry Sign Phase 1 Construction" to Boromei Construction, Inc. of Okeechobee, Florida, for the Gateway Entry Sign Phase 1 Construction in the amount \$142,865, budgeted in Fiscal Year 2019.

AYES: Williams, Warner, Boisvert, Etz, Goins, Koss, Lanni

MOTION PASSES UNANIMOUSLY (7-0)

V. Attorney's Report

None.

VI. Updates and Staff Reports

1. 19-363: Informational Item-Project Update

Mr. Niles shared that the project update report is attached in their agenda for review.

2. 19-364: Informational Item-Budget Report²

Mr. Niles shared that the budget update report is attached in their agenda for review.

VII. Next Meeting Date

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Wednesday, October 9, 2019 at 5pm at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida, unless a business need arises earlier.

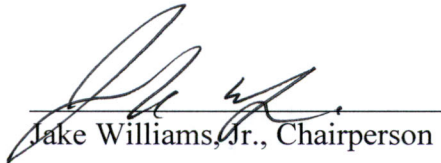
VIII. Adjournment

* **MOTION made by Agency Member Boisvert; SECONDED by Vice Chair Warner to adjourn the regular meeting of September 11, 2019.**

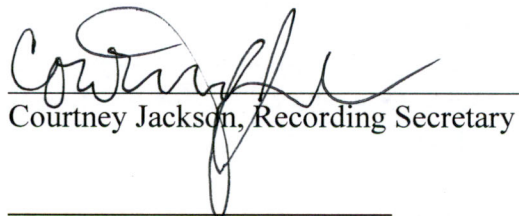
AYES: Williams, Warner, Boisvert, Etz, Goins, Koss, Lanni

MOTION PASSES UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED at 7:27pm.


Jake Williams, Jr., Chairperson

Respectfully Submitted by:


Courtney Jackson, Recording Secretary

² Attachment: Cocoa CRA Financial Report