MINUTES **DRAFT**
COCOA CRA
July 11, 2023

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on July 11, 2023 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chair BLAKE called the meeting to order at **4:30 pm**.

Agency Member **ETZ** led the assembly in the Pledge of Allegiance to the flag of the United States of America. Agency Member **GOINS** led the assembly in the Invocation.

ROLL CALL:

Michael C. Blake	Chairperson
Lavander Hearn	Vice Chairperson
Rip Dyal	Agency Member
Janne Etz	Agency Member
Alex Goins	Agency Member
Lorraine Koss	Agency Member
Candace Rogers	Agency Member
Anthony Garganese	Agency Attorney
Ryan Browne	Recording Secretary

PRESENT:

Michael C. Blake	Chairperson
Lavander Hearn	Vice Chairperson – arrived at 4:34 pm
Rip Dyal	Agency Member
Janne Etz	Agency Member
Alex Goins	Agency Member
Lorraine Koss	Agency Member – via phone
Candace Rogers	Agency Member
Anthony Garganese	Agency Attorney
Ryan Browne	Recording Secretary

ABSENT:

STAFF PRESENT:
City Manager Stockton Whitten and Community Services Director Charlene Neuterman.

II. APPROVAL OF AGENDA:

AGENDA: Regular Meeting, July 11, 2023 as written or with amendments.

*** MOTION by Agency Member ETZ; SECONDED by Agency Member DYAL to approve the Agenda for the Regular Meeting of July 11, 2023, as written or with amendments.**

AYES: BLAKE, DYAL, ETZ, GOINS, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (6-0)

APPROVAL OF MINUTES:

MINUTES: Regular Meeting June 5, 2023 as written or amended.

*** MOTION by Agency Member ETZ; SECONDED by Agency Chairperson BLAKE to approve the Minutes of the Regular Meeting of June 5, 2023 as written or amended.**

AYES: BLAKE, DYAL, ETZ, GOINS, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (6-0)

III. DELEGATIONS: None.

IV. PRESENTATIONS: None.

V. ACTION ITEMS:

1. Request Agency approval of a Resolution Amending the FY23 Budget, BAF #23-084-T, in the amount of $5,375 to cover the necessary retirement and accrual payout for the former Redevelopment Coordinator and for the cell phone for the current Redevelopment Coordinator.
    - i. Introduction. Director Neuterman.
        1. When an employee departs the City, accrual payouts are vacation and sick time they have earned that we owe them. Accrual Payout: $4,387 and $688.
        2. Cell Phone: $300. New for FY 24 Budget under the Communications expenses section.

[Note for the Record: Agency Vice Chairperson HEARN arrives.]

- ii. Vote.

***MOTION by Agency Member ETZ; SECONDED by Agency Member DYAL to approve the resolution.**

AYES: BLAKE, HEARN, DYAL, ETZ, GOINS, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (7-0)

2. Update on Hotel Feasibility Study and 603 Brevard RFP. Request Agency recommendation regarding whether to proceed with the Feasibility Study and updates to broaden the RFP language to be more inclusive of mixed-use options.
    i. Introduction.
        1. Director Neuterman.
            - Feasibility Study RFP sent out.
            - Three proposals received.
                i. (*Staff Recommended* choice) REVPAR – Alexandria, VA
                    1. Their proposal came in at: $39,900.
                ii. Hunden Partners – Chicago, IL
                    1. Their proposal came in at: $88,000.

[Note for the Record: City Manager WHITTEN arrives at 4:40 PM]

                iii. HBS –
                    1. Their proposal came in at: $35,000.
        2. City Manager. Amenable to broadening the hotel RFP to include mixed-use. Do we pause here and do the Feasibility Study?
    ii. Discussion.
        1. Delegations.
            - Eric Lyons, Cocoa resident. Developer who previously submitted the only hotel bid for the last RFP.
                i. Against Feasibility Study because there are recent studies in existence.
                ii. Recommends looser RFP.
            - Aleck Greenwood, Cocoa resident.
                i. Against the Feasibility Study.
        2. Agency Members take turns expressing their viewpoints on the Feasibility Study. They had mixed feelings about the usefulness of another Feasibility Study and whether or not it would help them make a determination about 603 Brevard.
        3. Agency Member GOINS: I make a motion to not do the feasibility study but broaden the RFP language.
    iii. Vote.

***MOTION by Agency Member GOINS; SECONDED by Agency Member DYAL to approve the resolution.**

AYES: BLAKE, HEARN, DYAL, ETZ, GOINS, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (7-0)

VI. ATTORNEY'S REPORT: None.

VII. UPDATES AND STAFF REPORTS:

1. Director Neuterman reminded Agency Members of the following:
   - **i.** Upcoming Annual Ethics Training opportunities.
   - **ii. Florida Redevelopment Association (FRA) Annual Conference,**
     1. Date: **Wed. Oct. 25 – Fri. Oct. 27, 2023** at the
     2. Location: **Sawgrass Marriott Golf Resort & Spa, Ponte Vedra Beach.**
     3. Registration is – LIVE.
     4. Let us know if you want to attend, so we can start your **Travel Authorization** (TA) paperwork process and reserve a seat for you
        - Up to 5 can attend
        - The following members voted yes to attend:
          - i. ROGERS,
          - ii. HEARN,
          - iii. KOSS

VIII. NEXT MEETING DATE:

Monday, August 7, 2023, at **6:00 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 ROGERS to adjourn the meeting.**

AYES: BLAKE, HEARN, DYAL, ETZ, GOINS, KOSS, ROGERS.

MOTION PASSED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED AT 5:07 PM.

Michael C. Blake, Chairperson

Respectfully Submitted by:

Ryan Browne, Recording Secretary