

MINUTES

CITY OF COCOA DISTRICT 2 HALL MEETING

June 20, 2017

A District 2 Town Hall Meeting was held on Tuesday, June 20, 2017 in City Council Chambers, Cocoa City Hall, 65 Stone Street, Cocoa, Florida, as publicly noticed.

I. OPENING MATTERS:

City Manager Titkanich called the meeting to order at 6:03 pm.

City Manager Titkanich introduced City Council and welcomed all. He stated that directors would be providing presentations¹ on their departments.

Present:	Henry U. Parrish III	Mayor
	Don Boisvert	Deputy Mayor
	Brenda Warner	Councilwoman
	Clarence Whipple, Jr.	Councilman
	John Titkanich, Jr.	City Manager
	Matt Fuhrer	Assistant City Manager
	Monica Arsenault	Assistant City Clerk

Absent:	Jeri Blanco	Councilwoman
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City Manager Titkanich introduced staff members present:

Ed Wegerif, Public Works Director; John Hankins, Police Major; Gene Prince, Fire Chief; Jonathan Lamm, Deputy Fire Chief; Jack Walsh, Utilities Director; Nancy Bunt, Community Services Deputy Director; Tammy Gemmati, Administrative Services Director; and Samantha Senger, PR Specialist.

II. Discussion Topics

1. Department Updates

Mr. John Hankins, Police Major, presented the Cocoa Police Department's calls for service statistics from January 1, 2017 to June 14, 2017. Mr. Hankins elaborated on the new programs that the Police Department is offering in hopes of engaging the community. Mr. Hankins expressed the importance of keeping

¹ Exhibit A: District 2 Town Hall Meeting, Staff Presentations

vehicles locked at all times to prevent theft. Mr. Hankins shared various ways of contacting the Police Department via phone or social media.

Ms. Joni Bussell, a Cocoa resident, inquired about how to subscribe to a robocall list. She explained that there was an incident in her neighborhood recently involving an armed man and she wished she would have received notification as to when it was safe to leave her home.

Mr. Hankins explained that she should have automatically been enrolled in the robocall list when she purchased and installed her landline phone.

Ms. Bussell also expressed a concern regarding speeding along US 1. In response to her concern, Mr. Hankins shared that the Police Department has obtained positive results from their new Aggressive Traffic Enforcement program, which helps to reduce traffic and speeding violations. He stated that the Police Department also maintains a citizen complaint log. Police officers use this log to follow up on cases so that they may be resolved.

Mr. Gene Prince, Fire Chief, presented information regarding the services that the Cocoa Fire Department offers as well as information about the Cocoa Fire Rescue team. He shared calls for service statistics from 2014 to May of 2017, and information about the three new fire stations that will be built in the City.

He stated that Fire Station #1 is now under construction with an anticipated completion date of December 2017 and Fire Stations #2 and #3 are currently in the permitting process.

Chief Prince mentioned the 2nd Annual 9/11 Memorial Stair Climb Event that will take place on Saturday, September 9th beginning at 6pm at the Cocoa High School Stadium. Proceeds will benefit the Cocoa Community First Police Athletic League programs and the National Fallen Firefighters Foundation.

Ms. Nancy Bunt, Community Services Deputy Director, presented information about each department in the Community Services Division. She shared building permit statistics by calendar year since 2009 as well as event attendance statistics for Leisure Services by calendar year since 2009.

Ms. Bunt and City Manager Titkanich discussed some of the major projects developing in the City such the new Wawa, the Wal-Mart Distribution Center, Flying J, Dollar General, Mike Erdman Toyota, and the three new Dunkin Donuts locations.

City Manager Titkanich mentioned that an updated parking study will be conducted to validate the use of a parking garage in Cocoa Village. He also

mentioned the completion of the Florida Avenue Streetscape project and the upcoming Riverfront Connector project.

Ed Wegerif, Public Works Director, presented information regarding the relocation and construction of the three new fire stations. He discussed the three phases of the Fiske Boulevard Multi-Year Capital Project, and information regarding the completion of the Peachtree Street and Florida Avenue Streetscaping projects.

Mr. Wegerif pointed out that the City has acquired a piece of property located at the corner of Forrest Avenue and US 1 from FDOT which will be used to capture runoff from entering the Indian River Lagoon.

Additionally, he discussed the micro surfacing repaving in Broadview Manor and Carleton Terrace beginning in July or August 2017.

A Cocoa resident inquired if notices will be sent out to the residents in that area to inform the community when the repaving will commence. In response, Mr. Wegerif stated that the residents will be notified in advance.

Lastly, Mr. Wegerif shared information regarding the Broadview Manor Streetlight Renewal Program in which the City proposes a Special Assessment Program to replace old streetlights. If City Council and the community agrees, costs of replacement would be assessed to property owners.

Ms. Judy McCluney and Mr. Bill Morris, 1908 Manor Drive, Cocoa, FL, inquired about a drainage issue due to new sidewalks that were installed at US 1 near Broadview Manor. Mr. Wegerif stated that staff will follow up on the issue.

Councilwoman Warner asked Mr. Wegerif about the hundred or so feet of riverfront access that the City owns at the end of Beverly Road off of North Indian River Drive. She shared that citizens have been inquiring if they are allowed to access the river there, however, the land is overgrown with grass and weeds.

Mr. Wegerif stated that a right of way use permit may be looked into in the future as there is no money budgeted to turn the property into a public space at this time.

Councilwoman Warner stated that the property should at least be maintained in the meantime to eliminate any overgrowth. City Manager Titkanich stated that staff will need Council direction regarding the property and that a study will need to be conducted to determine the use.

Mr. Jack Walsh, Utilities Director, discussed the functions and responsibilities of the Utilities Department and all of its divisions. Mr. Walsh shared information about the City's potable water and sewer systems as well as system highlights in 2017.

Mr. Morris asked about water contamination and if there are ways to have their water checked at their home. Mr. Walsh offered to take Mr. Morris's contact information to follow up.

Ms. Teri Butler, Finance Director, shared a FY17 Budget by Classification Report through May 31, 2017. Ms. Butler explained all of the major functions by each division in the Finance Department.

Ms. Tammy Gemmati, Administrative Services Director, explained the functions and responsibilities of the City Clerk's Office and the Human Resources Division. She discussed the City's partnership with CareerSource Brevard regarding the Summer Youth Employment Program, and explained that the City of Cocoa Summer Youth Employment Program is available for all eligible Cocoa and Rockledge high school juniors and seniors that reside in the City of Cocoa limits. This program provides opportunities for students to learn about their local government and gain experience to start a successful career.

Ms. Gemmati also shared information about open job opportunities at the City and how to apply.

City Manager Titkanich mentioned the City's new mobile app which citizens can use to submit complaints, concerns, comments, or pictures. Citizens can also use the app to receive alerts, notifications and information about upcoming events. He recognized staff for their professionalism, leadership and dedication to the community.

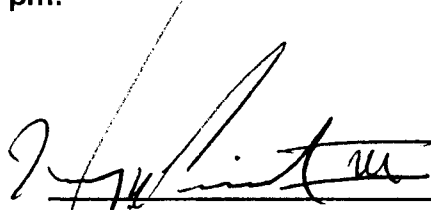
Mayor Parrish thanked Samantha Senger, Public Relations Specialist, for recording the meeting on Facebook Live. Mayor Parrish commented on the positive growth of the City.

Councilman Whipple thanked staff for their hard work.

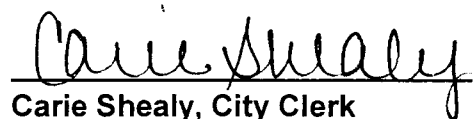
Councilwoman Warner thanked everyone for attending the meeting. She announced that her term, along with Mayor Parrish and Deputy Mayor Boisvert, will end in 2020 as they will not be eligible to run again for Council. She explained how to apply for Council and Board vacancies in the event that anyone in the audience would like to consider submitting an application.

III. ADJOURNMENT:

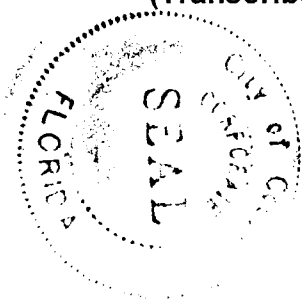
* The Town Hall Meeting adjourned at 7:47 pm.


Henry U. Parrish III, Mayor

ATTEST:


Carie Shealy, City Clerk

(Transcribed by Monica Arsenault, Assistant City Clerk)



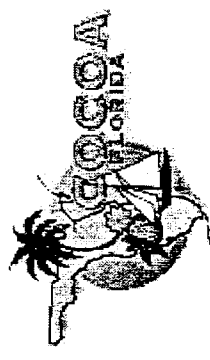
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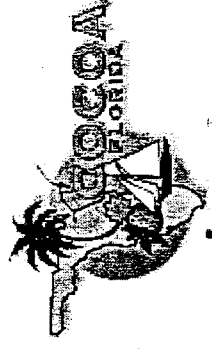
2017 Calls for Service

- ☞ The Cocoa Police Department answered a total of calls 21,679 for service from January 1 to June 14, 2017
- ☞ 15,772 Reported Calls for Service
- ☞ 5,907 Proactive Patrol Checks
- ☞ District 2 Total Calls for Service 7,367
- ☞ 5,836 Reported Calls for Service
- ☞ 1,531 Proactive Patrol Checks

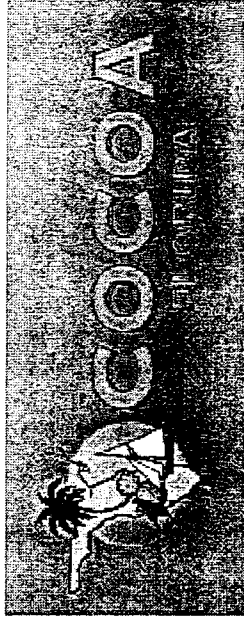


How to Contact Us

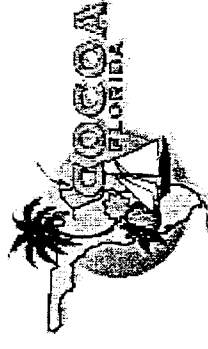
- ☎ 911
- ☎ (321) 639-7620 Non-Emergency Number
- ☎ Drop-a-dime@cocoapolice.com (Text Message)
- ☎ Facebook
- ☎ Twitter
- ☎ Nextdoorneighbor.com



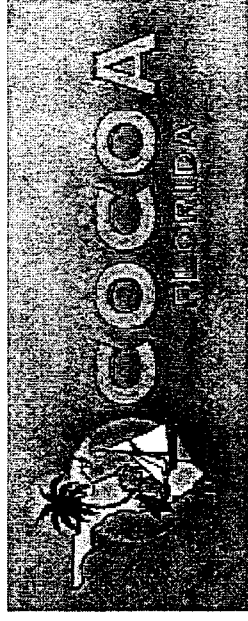
Cocoa Fire Department Services



- ☞ Fire Suppression
- ☞ Fire Safety Education and Prevention
- ☞ Advance Life Support (ALS) Medical Services
- ☞ Hazardous Materials Response
- ☞ Mutual-Aid and Auto-Aid with Rockledge and Brevard County



Cocoa Fire Rescue

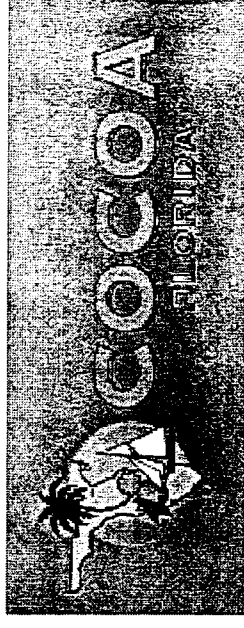


Calls For Service

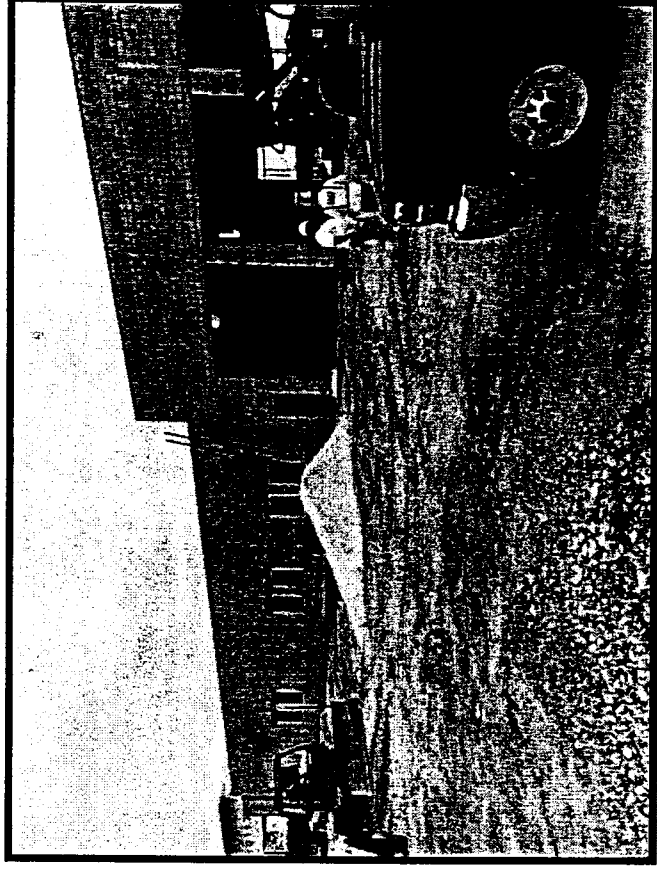
2017	2176	1 st 5 months of 2017
2016	5297	9% increase over 2015
2015	4866	6% increase over 2014
2014	4570	6% increase over 2013



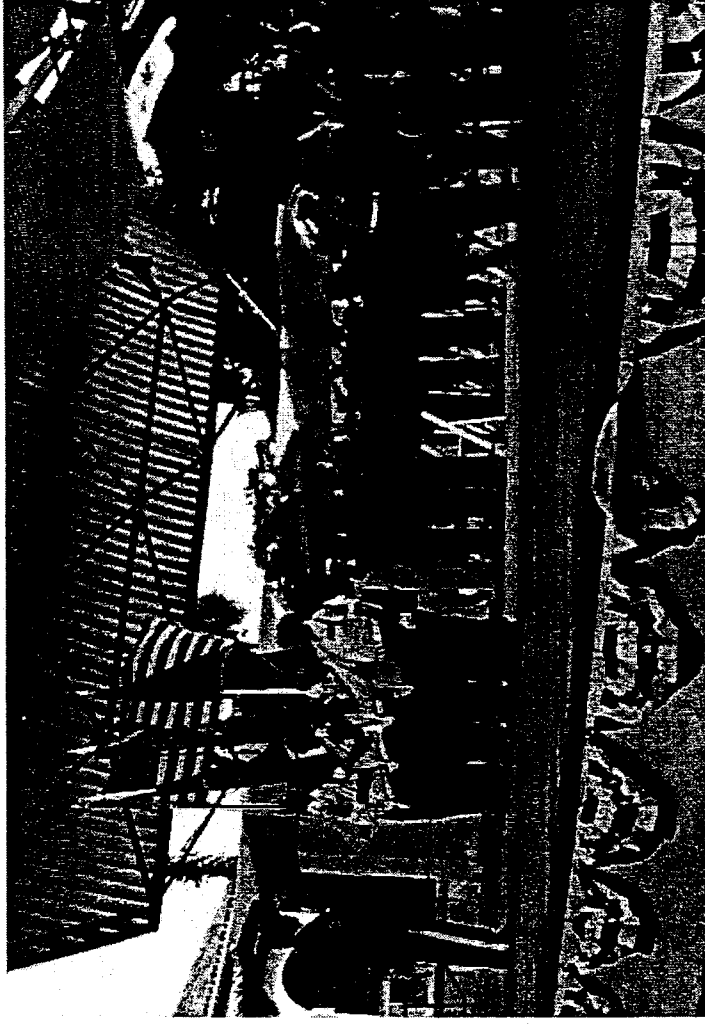
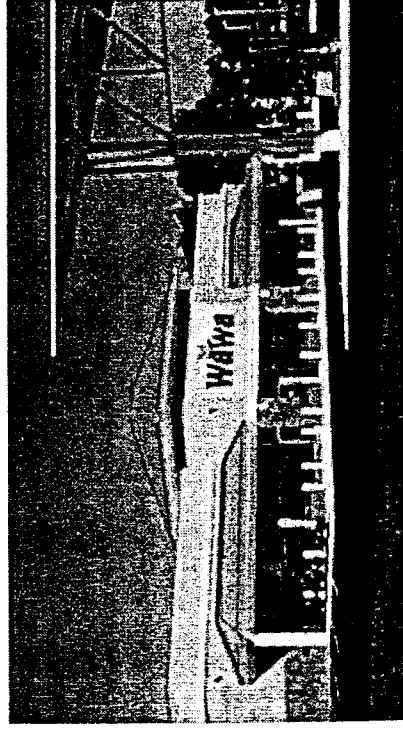
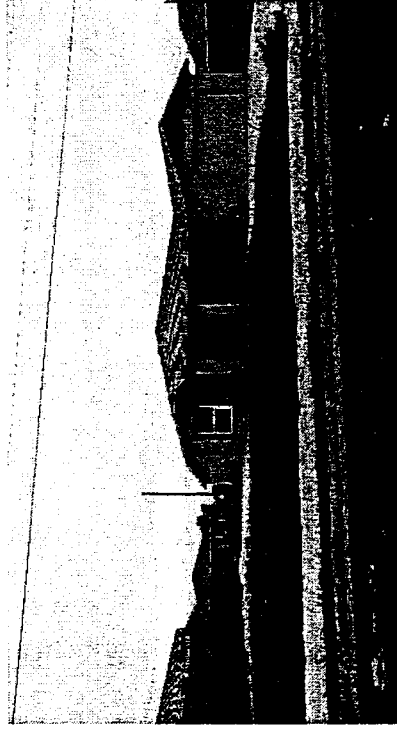
New Fire Station One



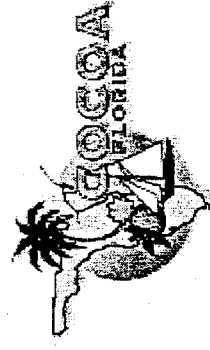
- Located on Dixon Blvd just west of Clearlake
- Will house Fire Administration and Personnel for one Fire Engine
- Completion date is December of 2017
- Stations 2 and 3 construction activities to begin shortly



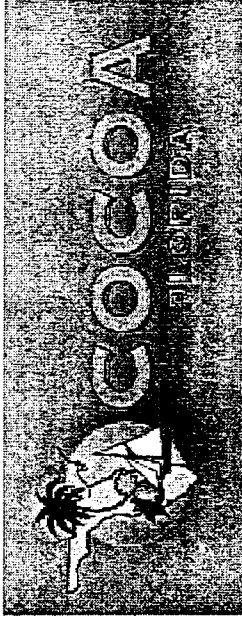
Community Services Department



Nancy A. Bunt, Acting
Community Services Director



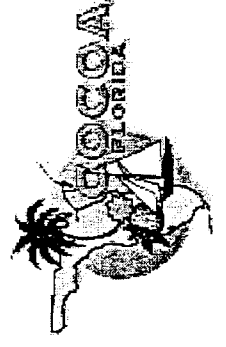
Community Services Department



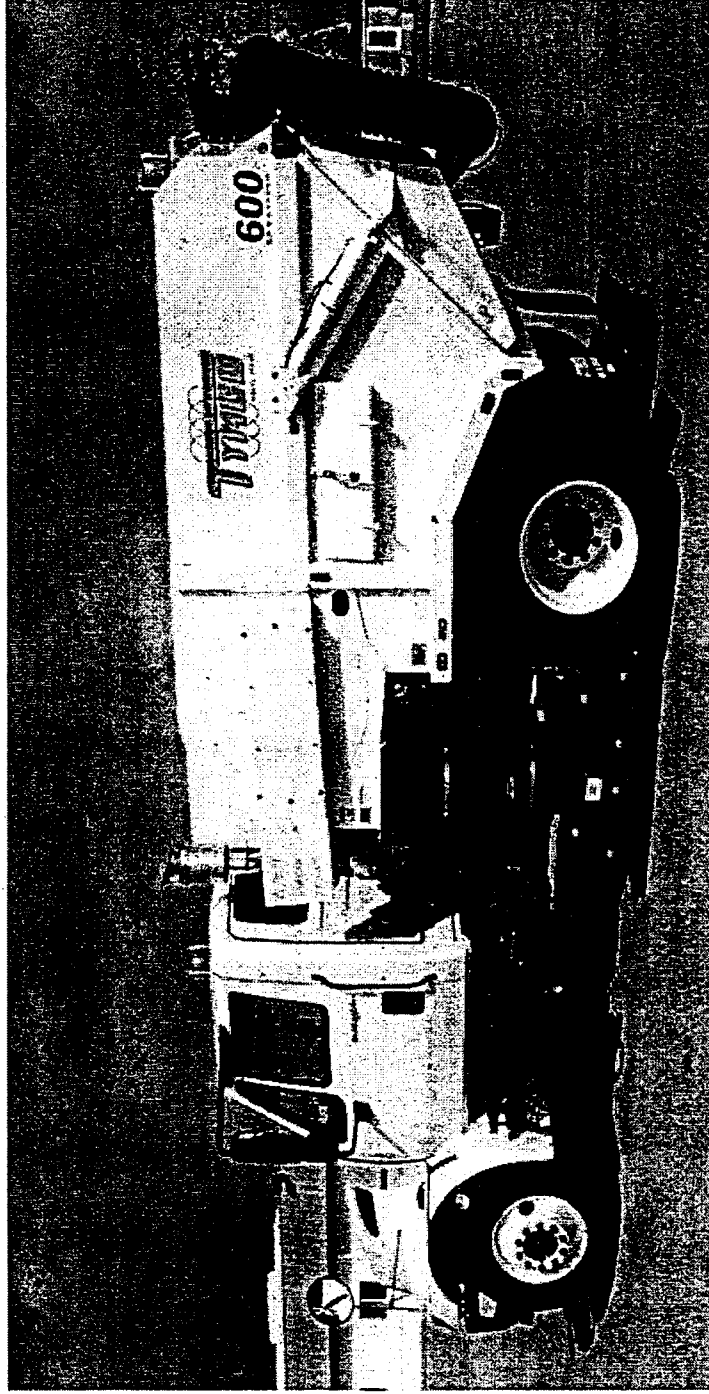
Leisure Services Division *Event Attendance by Calendar Year*

*up to May 31st

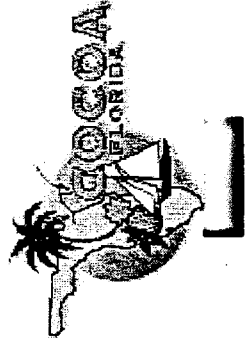
2017*	207,788
2016	629,221
2015	712,769
2014	244,175
2013	224,335
2012	101,143
2011	229,243
2010	207,248
2009	264,851



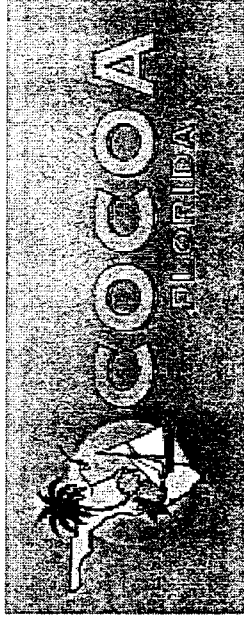
Public Works Department



Ed Wegerif, P.E.
Public Works Director



Fiske Boulevard



Multi-year Capital Project

80 FY 2016- Fiske Boulevard Phase 1

- Dixon to Highland roadway resurfacing
- Ditch piping- City Staff
 - \$217,000 contractor proposal, \$128K actual cost
- LED lighting
- Sidewalks/Storm Inlets

80 FY 2017- Fiske Boulevard Phase 2

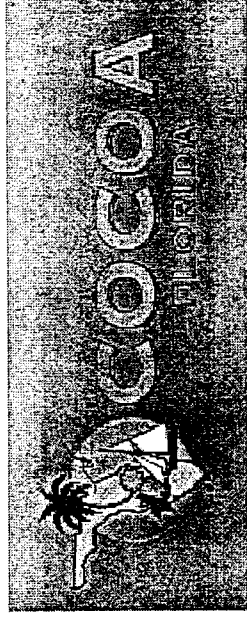
- SR 520 to Peachtree Street
- Highland to Peachtree Street Design and Engineering

80 FY 2018- Fiske Boulevard Phase 3

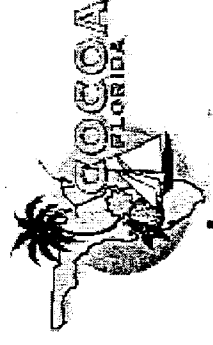
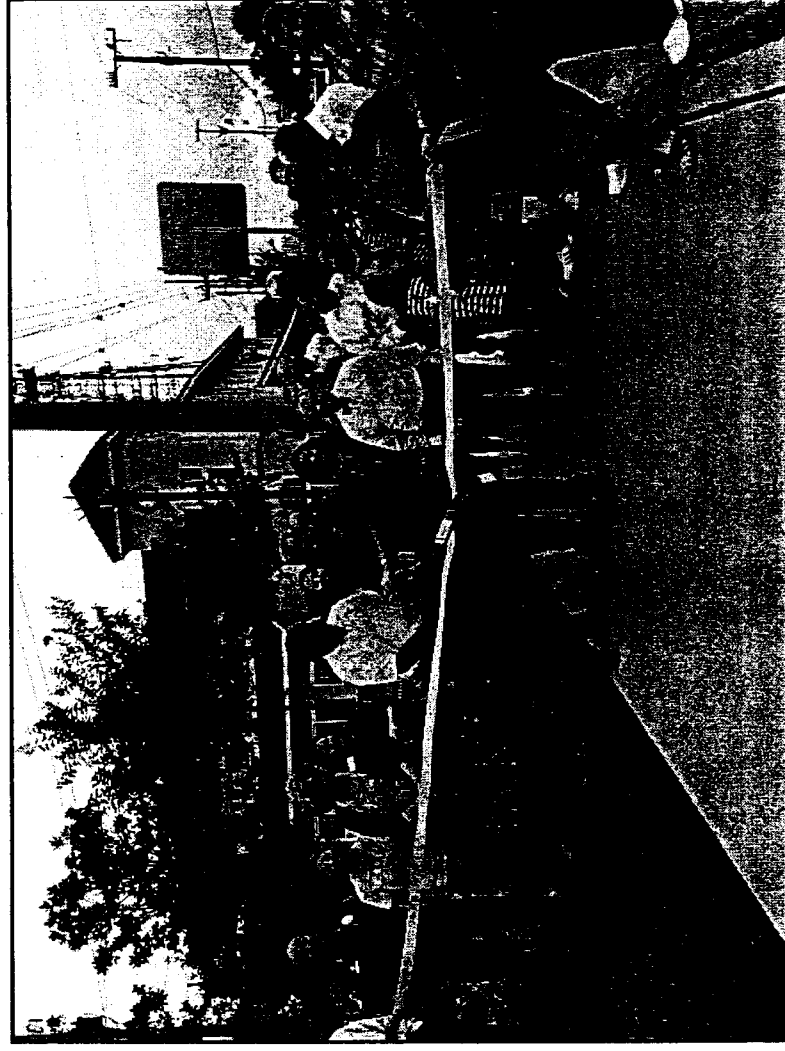
- Highland to Peachtree Street Complete Street



Florida Avenue — Complete Street

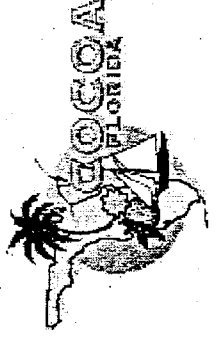


- ☞ Rosa L. Jones to SR 520
- ☞ \$3.4 Million total project
- ☞ Install water, sewer, reclaimed water and stormwater drainage system.
- ☞ Add new sidewalks, bike paths and new roadway along project.
- ☞ Stormwater pavers on street
- ☞ AT&T stormwater pond
- ☞ Stamped sidewalk crossings
- ☞ Final construction and punch list

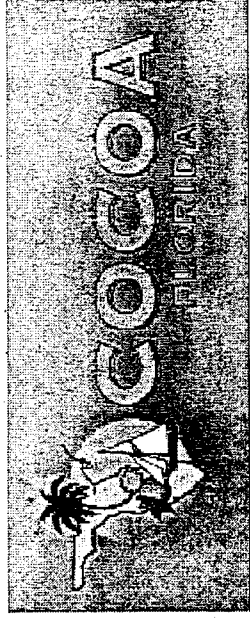


Public Works Capital Projects

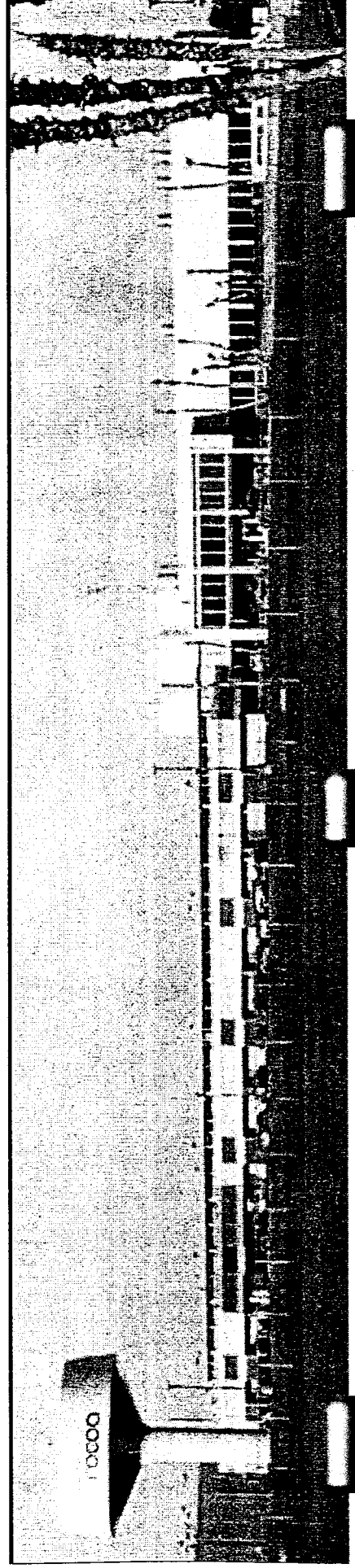
- § District 2 Paving – “Microsurfacing” repaving in Broadview Manor and Carleton Terrace – July/August 2017
- § Broadview Manor Streetlight Renewal Program – City proposes a Special Assessment Program to replace old streetlights. If City Council and community agrees, costs of replacement would be assessed to property owners.



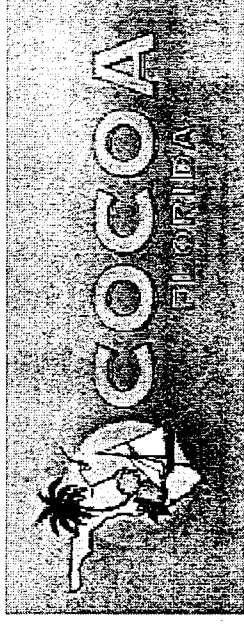
Utilities Department



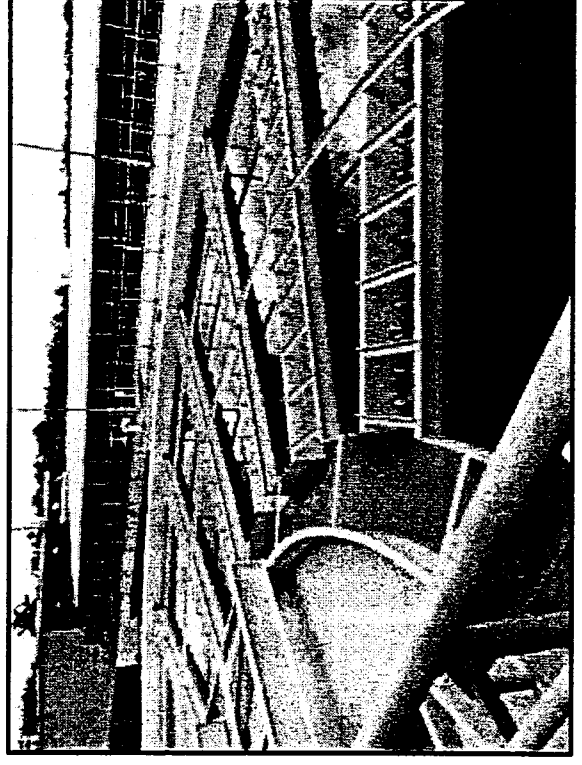
The Utilities Department provides customers with drinking water that meets all federal and state water quality standards and develops, manages and maintains efficient water, waste water and reclaimed water systems.



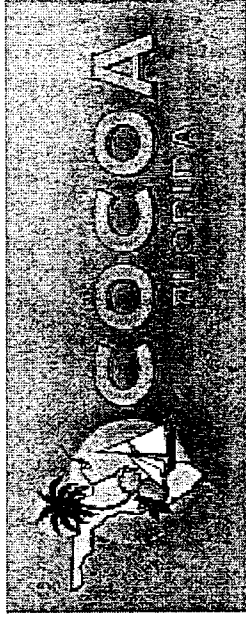
Potable Water System



- ∞ 1,300+ miles of transmission and distribution piping
- ∞ 20,400 water valves
- ∞ 6,300 hydrants
- ∞ 83,000 meters/connections
- ∞ 280,000 residents
- ∞ 268 square miles of service area
- ∞ 22 MGD average flows
- ∞ 48 ground water wells



System Highlights 2017



☞ Dyal

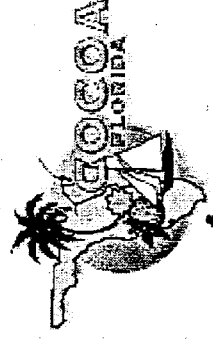
- 5.3 Billion gallons pumped (through May)
- 26 MGD average day flows (month of May)

☞ Seller Plant

- 2.0 MGD average day flows (trending up)

☞ Field Operations

- 9,157 work orders completed to date
- 6,417 hydrant assessments completed to date
- 9,209 system valves assessments completed to date
- 6,323 l.f. of gravity sewer has been slip lined to date
- 40,000 l.f. of gravity sewer cleaned by city staff
- Gravity Sewer Point Repairs – just underway (Maxwell)



Contact Information

CocoaWaterWorks.com

We Protect Water Resources and the Environment

Cocoa Water Utilities, Inc.

has the capacity to store nearly a Billion gallons of water...

COCOA

FLORIDA

Serving Customers Throughout the Region

- Cocoa
- Cocoa Beach
- Cape Canaveral
- Cape Canaveral Port Authority
- Vero
- Fort St. John
- Ft. Dodge
- Merritt Island
- Canaveral Harbor
- Airports portion of Unmanned Control
- Brevard County
- Titusville
- The Grand Canaveral
- Patrick Air Force Base
- Cape Canaveral Air Force

Smart Water Mgt.

Water Creek provides up to 80 million gallons of water for Cocoa and our customers.

We produce about 2 million gallons of reclaimed water. For every gallon of reclaimed water we produce, we save a gallon of potable water.

Our conservation program makes thoroughly unnecessary and we haven't water. When it's necessary, we don't have to pay for costly bottled. When it's dry, we can use this bottled water for irrigation, instead of potable water.

20 Years

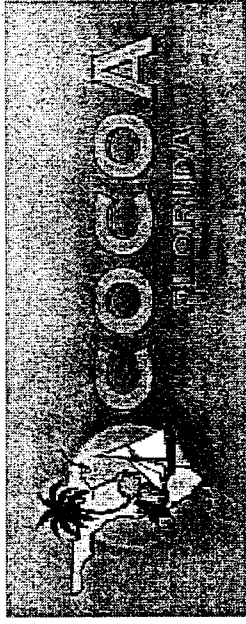
40 Years

60 Years

80 Years

20 Years

Finance



FY2017 Budget by Classification Report – Summary Listing

Through 5/31/2017
Target for May is 67%

FUND 001 - GENERAL FUND

	Amended Budget	YTD Encumbrances	YTD Actual Transactions	Budget - YTD Transactions	% Used/Rec'd
REVENUE TOTALS	\$ 48,768,136	\$ -	\$ 31,155,762.36	\$ 17,612,373.64	64%
EXPENSE TOTALS	\$ 48,768,136	\$ 3,263,167.74	\$ 30,421,881.53	\$ 15,083,086.73	69%
	\$ -	\$ (3,263,167.74)	\$ 733,880.83		

FUND 421 - WATER/SEWER FUND

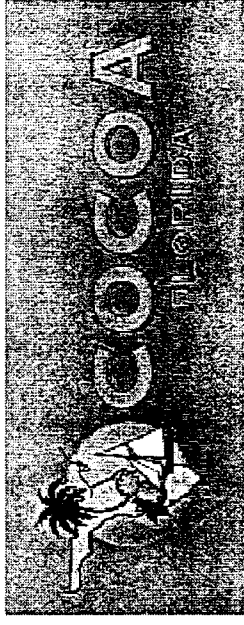
	Amended Budget	YTD Encumbrances	YTD Actual Transactions	Budget - YTD Transactions	% Used/Rec'd
REVENUE TOTALS	\$ 83,124,425	\$ -	\$ 40,434,094.02	\$ 42,690,330.98	49%
EXPENSE TOTALS	\$ 83,124,425	\$ 20,802,404.37	\$ 32,077,202.49	\$ 30,244,818.14	64%
	\$ -	\$ (20,802,404.37)	\$ 8,356,891.53		

FUND 423 - STORMWATER FUND

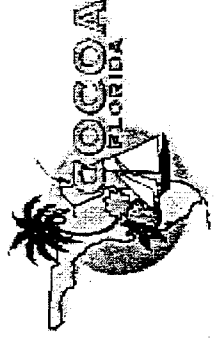
	Amended Budget	YTD Encumbrances	YTD Actual Transactions	Budget - YTD Transactions	% Used/Rec'd
REVENUE TOTALS	\$ 3,088,652	\$ -	\$ 1,012,009.61	\$ 2,076,642.39	33%
EXPENSE TOTALS	\$ 3,088,652	\$ 1,103,324.27	\$ 1,251,166.81	\$ 734,160.92	76%
	\$ -	\$ (1,103,324.27)	\$ (239,157.20)		

Finance Department

Major Functions by Division

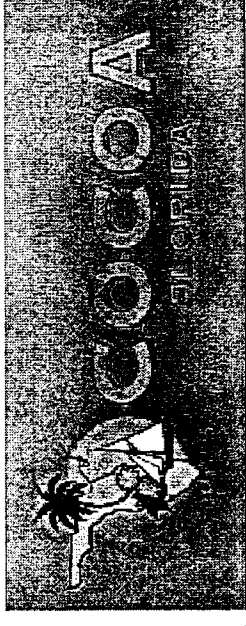


- ∞ Purchasing
 - Oversight of procurement city wide including:
 - Procurement Cards, including team training City wide
 - Requests for Purchase Orders, including team training City wide
 - Contract review and coordination with the City Attorney and vendors
 - Pre-Bid meetings and information sharing
 - Bid notifications and openings
- ∞ Administration of rules and regulations established by Charter, City Council, City Code and all pertinent local, state and federal laws
- ∞ Accounts Receivable invoicing



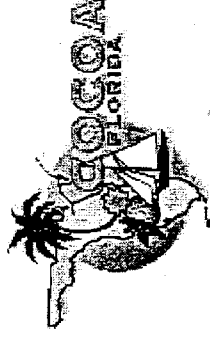
Finance Department

Major Functions by Division



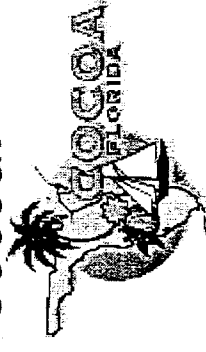
Field Services

- Reading and recording more than 82,000 water and reclaimed meters monthly
- Maintaining meters and the easements to the meters
- Monitor and report for illegal connections
- Investigate water leaks, stuck meters and other irregularities
- Provide field customer service when approached

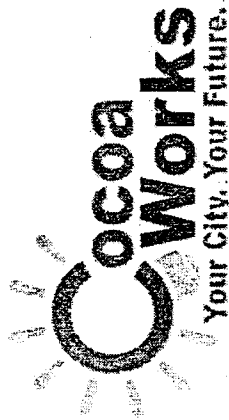


City Clerk's Office

- Supervises and conducts all City elections.
- Serves as the repository for all official City records.
- Publishes notice of the meetings of the City Council and ensures notice of all City boards, committees and agencies.
- Prepares all agendas for the City Council and attends the Council meetings recording the proceedings of the meetings.
- Authenticates and records all ordinances and resolutions passed by the City Council.
- Processes the codification of City ordinances for maintaining and updating the Code of the City of Cocoa.



Partnership with CareerSource Brevard



22

summer job
opportunities
available

Cocoa's Summer Youth Employment Program

Opportunities
available throughout
the city including:

Information
Technology
Public Relations and
Marketing
Records/Technical
Human Resources
Administration
Utilities
Public Works

The City of Cocoa summer youth employment program is available for all eligible Cocoa and Rockledge High School Juniors and Seniors that reside in the City of Cocoa limits. This program gives our youth the opportunity to learn about and engage in their local government while gaining the experience needed to start a successful career.

Program Dates: June 12 - July 14, 2017
Eligible Dates: July 15 - July 21, 2017
Application Due: July 11, 2017

All students will be placed in positions within the City of Cocoa for a five (5) week long, twenty-five (25) hour per week, paid internship funded through the City of Cocoa and in partnership with CareerSource Brevard.



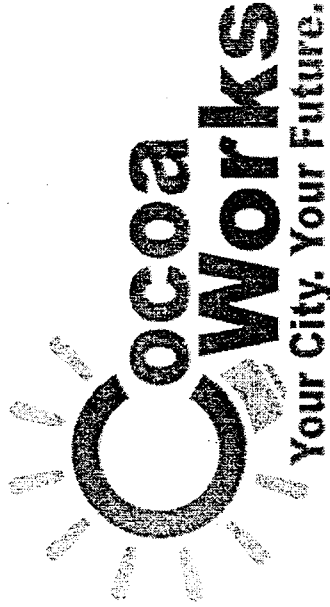
APPLICATIONS DUE

April 24, 2017



The City of Cocoa is an Equal Employment Opportunity Employer.

For more information, visit
www.cocoworksbrevard.com



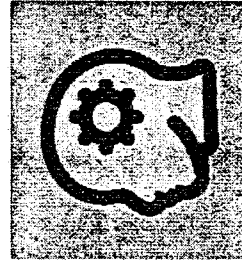
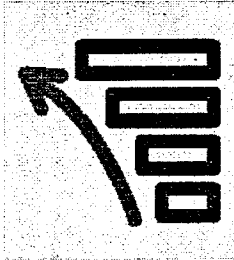
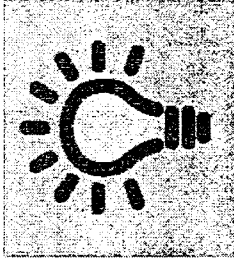
MAKE A DIFFERENCE IN YOUR COMMUNITY

Many people work in local government to make a difference in their communities. Local public servants see the effects of their work in the lives of their citizens.

For example, firefighters rush to vehicle crashes, grass fires and structure fires scarcely a few miles from their own homes. Each public servant plays a role in delivering the goods and services provided by local government. They can drive around their own towns and see how their efforts have benefited the lives of others.

WORK WITH THEIR NEIGHBORS

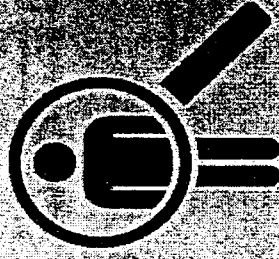
Not only can you serve your neighbors through local government service, you can work alongside your neighbors as well. Local government offers a unique opportunity to work with people you live near. For example, police officers can choose to live in the part of town they most frequently patrol. In addition to doing their duty for the reasons all other police officers do, they have a vested interest in making their parts of town the safest they can be.



DIVERSITY OF JOBS

Local government offers a vast variety of jobs. The City of Cocoa has many different position types, with all different types of skill sets and education levels.

- Engineering
- Human Resources
- Accounting/Finance
- Housing
- Economic Development
- Administrative
- Water/Wastewater Treatment Plant Operator
- Utilities/Public Works/Maintenance
- Police/Law Enforcement
- Firefighters/EMT
- Communications Dispatchers
- Records Management



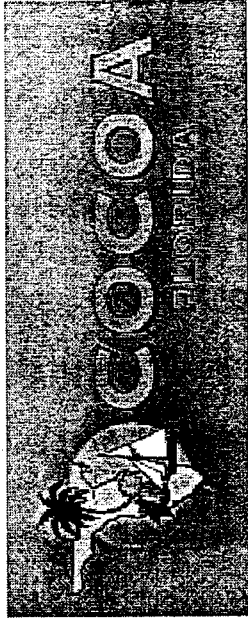
GENEROUS BENEFITS AND STABILITY

Stability: Unlike the private sector where companies can go out of business, the government never goes out of business. Local government is constantly changing and evolving and there will always be government jobs. There are many success stories of employees starting at the City as a Maintenance Worker I and now a member of management or a Police Officer who has risen through the ranks to Police Chief.

Benefits: The City of Cocoa offers an excellent benefit package including free health, dental, vision and life insurance to all full-time employees with convenient access to an Employee Health Center for no cost primary medical care. Retirement plan options, depending on your position, such as Florida Retirement System (FRS) and Police/Fire Defined Benefit Pension Plans. There are also optional benefits of Deferred Compensation Retirement Plans and eligibility for education reimbursement.

Time off: The City offers paid time off with vacation and sick leave. Additionally, Federal holidays are observed.

City of Cocoa



Community Comments, Concerns, and Questions...

