MINUTES
City of Cocoa
Regular Meeting of The City Council

March 9, 2021

A Regular City Council Meeting was held on Tuesday, March 9, 2021, in Cocoa City Hall, in City Council Chambers, located at 65 Stone Street, in Cocoa, Florida, 32922, as publicly noticed.

I. Opening Matters:

Mayor Blake called the meeting to order at 6:23 p.m.

Pastor Jarvis Wash provided the invocation and a Military member of the audience led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

The Assistant City Clerk took the roll.

PRESENT:	Michael C. Blake	Mayor
	James Goins	Deputy Mayor
	Rip Dyal	Councilmember
	Lavander Hearn	Councilmember
	Lorraine Koss	Councilmember
	Anthony Garganese	City Attorney
	Stockton Whitten	City Manager
	Monica Arsenault	Assistant City Clerk

OTHER STAFF MEMBERS PRESENT:

Matthew Fuhrer, Assistant City Manager; Tammy Gemmati, Administrative Services Director; Jack Walsh, Utilities Director; John Hankins, Interim Chief of Police; Jonathan Lamm, Fire Chief; Bryant Smith, Public Works Director; Rebecca Bowman, Finance Director; Nancy Bunt, Community Services Director; Jason McCuen, Helpdesk Support Tech; Rob Beach, Chief Technology Officer; and Samantha Senger, Assistant to the City Manager/PR Specialist.

II. Approval of Agenda and Minutes:

1. **Agenda:** Regular Meeting of February 9, 2021 (21-181)

2. **Minutes:** (a) Regular Meeting of February 9, 2021 (21-182)
(b) Utilities Workshop on February 1, 2021 (21-189)

* **MOTION by Councilmember Blake; Seconded by Councilmember Dyal, to approve the Agenda for the Regular meeting of March 9, 2021 with an amendment to add an item recognizing the volunteers who helped with COVID-19 vaccine sign-ups, which will become item III.1, therefore moving the presentation to Mrs. Hieber to item III.2.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

* **MOTION by Councilmember Koss; Seconded by Dyal, to approve the Minutes for the Regular Meeting of February 9, 2021 and the Utilities Workshop on February 1, 2021 as written.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

III. Awards and Presentations:

1. Recognition of Volunteers. (Mayor Blake)

   Chief Lamm presented certificates of recognition to the volunteers who assisted with COVID-19 vaccine sign-ups. On behalf of the City, he expressed the deep gratitude for the many hours they volunteered to the City. The following volunteers were recognized: Linda Dolphin, Jennifer Riggs, Todd Riggs, Bernice Cox, Frank Jones, Bridget Hagood, Sue Davis, Jayme Rainwater, Carolyn Hawkins, Connie Ripper and Lisa Laytham.

2. Key to the City and Proclamation Presentation to Mrs. Karrie Hieber, Brevard County's 2021 Teacher of the Year. (21-183). (Mayor Blake)

   Deputy Mayor Goins read a proclamation into the record and Mayor Blake presented a Key to the City to Mrs. Hieber and recognized her for her hard work and dedication to the school and her students.

   Mrs. Hieber's family spoke of how proud they are of her and shared thoughtful sentiments. Former Deputy Mayor Brenda Warner also spoke highly of Mrs. Hieber and acknowledged her strength and commitment to her students.

IV. Delegations:

Ms. Linda Tisdale, 1322 Stetson Ct., just found out Harvey's and Save-a-Lot is slated to close and she is concerned about the disabled and elderly people in that area. She is curious to know what happened and if another business is going to come in to take its place. In response, City Manager Whitten stated that this is the first he's heard of this.

Mayor Blake also noted that when he spoke with Ms. Tisdale earlier this morning it was also the first time he had heard of this.

Ms. Tisdale added that she is concerned about the disconnect taking place in the City. In response, Mayor Blake added that information will be disseminated to the public as it is received.

Ms. Elizabeth Baker, 1450 Taurus Ct., Merritt Island, picks up litter and has coordinated with Edmond Law to do a trash pickup on March 20th. She shared that there will be five locations to meet at for anyone interested in participating and the event will be from 9am-12pm. It will be coupled with a food drive as well. Keep Brevard Beautiful is also working with them and will provide buckets and trash picks. This is about bringing awareness to the community about the littering issues in the County.

Mr. Wayne Clark, 400 Cox Rd., noted they have fire inspections every year, but this year a young inspector came by and issued a citation for several violations. Mr. Clark expressed that they are willing to fix the issues but he wasn't given the time to do the repairs, although he requested 90 days.

He mentioned that Chief Lamm spoke with him and offered to work with him on the violations. Mr. Clark pointed out that he is concerned that if this is the way the inspector treats other businesses then Cocoa will fall behind. He also added that they have pulled permits for work in the past and when their work was inspected they never had violations. He stated he would like staff to work with him and not against him.

V. Consent Agenda:

1. Council approval to apply for two Phase 2 Construction Grants through the Florida Inland Navigation District (FIND) for the reconstruction of the boat ramps at Lee Wenner Park and dredging of the waterfront area. (21-169). (Public Works Director)

2. Approve Fourth Amendment to License Agreement with T-Mobile South, LLC, Successor in Interest to APT Tampa/Orlando, Inc. (21-48). (Utilities Director)

3. Approval and allowance of an additional 30 days to execute a previously approved Binding Development Agreement between the City of Cocoa, Florida and M&R United, Inc. consistent with Appendix A Zoning of the City Code, to approve a conceptual development plan for a Single-Story Commercial Building type with retail development and a drive-thru use, on a parcel of land in the Waterfront Sub-district of the Cocoa Waterfront Overlay District, with conditions. (21-199). (Community Services Director)

(B) Multi-Year Contracts:

4. Award Multi-year Bid # B 21-03A-COC, Lee Wenner Park- Mangrove Trimming to EarthBalance, the lowest responsive bidder. Authorize the City Manager to execute the contract for one year and to execute subsequent renewals pending future budget approvals. Authorize the City Manager to issue the related purchase orders. (21-155). (Public Works Director)

5. Authorize the City Manager to Approve and Execute the Assignment and Assumption of the multi-year contract between the City of Cocoa and Orange Lien Data, LLC to PropLogix, LLC for Lien Search Services. (21-164). (Finance Director)

6. Approve the First and Final Amendment to Professional Services Agreement with S&ME, Inc. (PSA-03-13A-COC) for professional planning consultant services. The Final Amendment will be effective March 18, 2021 and terminating on March 17, 2022. Authorize the City Manager to execute the Amendment to the Professional Services Agreement, PSA-03-13A-COC. (21-172). (Community Services Director)

7. Approve the Request for Qualifications (RFQ) Review Committee Recommendation of a multi-vendor, multi-year award for professional services and hardware for Systems Administration; Network Architecture and Security; Wireless Network Support; Storage and Backups; Virtualization Support; Application/Database Development and Support; Audio/Visual Support and Desktop Support for RFQ #20-20-COCO, Professional IT Services. To authorize the City Manager to Negotiate and Execute Continuing Services Agreements with the recommended firms. (21-173). (Chief Technology Officer)

* **MOTION by Councilmember Hearn; Seconded by Deputy Mayor Goins, to approve the Consent agenda.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

VI. Council Business:

1. Accept Stantec Consulting Services, Water/Sewer Utility Impact Fee Study and the Utility Rate Design and Miscellaneous Service Charges Study, Final Reports. (21-184). (Finance Director)

Ms. Bowman provided a background of the item and noted that staff is requesting that Council accept Stantec's Water/Sewer Utility Impact Fee Study, the Utility Rate Design and Miscellaneous Service Charges Study and the Final Reports.

Mr. Jeff Dykstra, Stantec, gave a presentation[1] and explained the study and reports in detail. He discussed the rate study components which are updated annually during the City's budget process. He reviewed the Rate Structure and provided Stantec's findings. Mr. Dykstra pointed out that Stantec is recommending a few minor changes.

He also noted the water rate structure modifications and covered the base charges and volumetric charges and explained the basis of the change. He reviewed the water monthly fixed charge and talked about the City's water meters. He also discussed the sewer rate structure modifications and the sewer monthly fixed charge as well as the water and sewer monthly bill. He touched on residential customer bill impacts and explained the increases. He spoke in regard to non-residential customer bill impacts and also noted large user customer bill impacts. He pointed out miscellaneous service charges and fees and what they are as well as their purpose and what the process is. He shared Stantec's findings and recommendations. Lastly, he explained the impact fees and the cost basis and provided a final summary and timeline.

* **MOTION by Mayor Blake; Seconded by Councilmember Dyal to approve the item.**

AYES: Blake, Dyal, Hearn, Koss

NAYES: Goins

THE MOTION CARRIED UNANIMOUSLY (4-1)

2. Request for the City Council to consider establishing term limits for City Advisory Committees and Boards. (21-203). (Councilmember Koss)

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[1] Exhibit A: Stantec Presentation

Councilmember Koss pointed out that she wished to bring this item forward because at one time the City struggled to fill vacancies on boards, however with the success of the Citizen Academy, there has been more interest from citizens serving on boards. She would like to propose a motion to consider an ordinance for 9-year maximum term limits.

* **MOTION by Councilmember Koss; Seconded by Deputy Mayor Goins, to approve with discussion.**

Councilmember Dyal expressed that he has a hard time agreeing with this because some volunteers have given many years to serve the City and will now be asked to resign.

Deputy Mayor Goins asked after 9 years, if there is no one else interested in the position, could that board member be reappointed and if Councilmember Koss would reconsider adding this stipulation in her motion. In response, Councilmember Koss agreed to amend her motion.

Councilmember Koss added that it is not her intent to "fire" volunteers and pointed out this would only affect those who have completed their 9 years. The whole purpose is not to put anyone down as they are valued, but rather increase civic engagement and recognize those who are eager to be involved.

Deputy Mayor Goins asked what will happen to the current volunteers who have completed their 9 years. In response, Councilmember Koss explained that they would be grandfathered in.

* **MOTION by Councilmember Koss; Seconded by Deputy Mayor Goins, to amend the original motion to have the City Attorney draft an ordinance amendment modifying the current language to establish 9-year term limits for board and committee members on boards or committees whose terms are not subject to the City Charter. In the case where a term has expired and there are no other interested volunteers, the current member would have the opportunity to be reappointed.**

AYES: Blake, Goins, Hearn, Koss

NAYES: Dyal

THE MOTION CARRIED UNANIMOUSLY (4-1)

VII. Public Hearings:

1. Approve a Resolution for FY21, Updating the Utility Handbook's Policies (1000.3) and including Schedule A (1001A.FY21): Water, Sewer and Reclaimed Utility Rates, Fees and Charges and Schedule B (1001B.FY21): Miscellaneous Rates, Fees and Charges, Effective April 1, 2021; and including an annual 4% automatic increase to the rates, fees and charges set forth on Schedule A commencing on October 1, 2021 and each October 1 thereafter through the rate increase on October 1, 2025 subject to the City Council's annual review and authority to suspend or reduce said automatic annual increase. (21-185). (Finance Director)

Ms. Bowman stated the City has a Utility Handbook which will incorporate some of the results of the study that was just accepted by Council. She explained that this hearing is necessary in order to incorporate these changes into the handbook, specifically addressing the change in the rates as well as the miscellaneous fees, rates and charges.

Additionally, this resolution includes an automatic 4% increase to the utility rates which is based on the projection put forth by Stantec, however each year the sustainability analysis will be performed as part of the City's budget process. Staff will bring back the results of the analysis to Council as the City goes through the budgetary process to determine if the rate increase is needed or not.

City Attorney Garganese read the title of the Resolution into the record as follows:

RESOLUTION NO. 2021-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COCOA, FLORIDA, REVISING THE CITY OF COCOA UTILITY HANDBOOK AND THE SCHEDULES ESTABLISHING WATER, SEWER AND RECLAIMED WATER CHARGES AND USAGE RATES; PROVIDING FOR ANNUAL INCREASES ON OCTOBER 1ST OF RATES AND CHARGES SET FORTH ON SCHEDULE A RELATED TO WATER, SEWER, RECLAIMED AND PUBLIC FIRE HYDRANTS AND PRIVATE FIRE MAINS; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS, SEVERABILITY AND AN EFFECTIVE DATE.

Mayor Blake opened the hearing to the public. There being no further questions or comments the public portion of the hearing was closed.

* **MOTION by Councilmember Dyal; Seconded by Councilmember Hearn, to approve the item.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

1. Pass on 2nd Reading: Ordinance 01-2021, amending the Future Land Use Map designation of one (1) parcel totaling 0.6 acres from Brevard County "Community Commercial" to City of Cocoa "Industrial". (21-153). (Community Services Director)

Ms. Bunt mentioned the parcel is owned by GEM Industries and the address is located at 4050 W. King St.

City Attorney Garganese read the title of the ordinance into the record as follows:

ORDINANCE NO. 01-2021

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COCOA, BREVARD COUNTY, FLORIDA, RELATING TO COMPREHENSIVE PLANNING; AMENDING THE FUTURE LAND USE MAP FOR ONE (1) PARCEL OF REAL PROPERTY WITHIN THE CITY OF COCOA, CONSISTING OF 0.60 ACRES, MORE OR LESS, ON STATE ROAD 520, WEST OF COX ROAD AND EAST OF TOWNSEND ROAD, BEING LEGALLY DESCRIBED ON EXHIBIT "A"ATTACHED HERETO; CHANGING THE FUTURE LAND USE MAP DESIGNATION OF THE REAL PROPERTY FROM BREVARD COUNTY "COMMUNITY COMMERCIAL" TO CITY OF COCOA "INDUSTRIAL"; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT ORDINANCES AND RESOLUTIONS, INCORPORATION INTO THE COMPREHENSIVE PLAN, SEVERABILITY, AND AN EFFECTIVE DATE AND LEGAL STATUS OF THE PLAN AMENDMENT.

City Attorney Garganese added that this is the second and final reading of the item.

Mayor Blake opened the hearing to the public. There being no further questions or comments the public portion of the hearing was closed.

* **MOTION by Councilmember Hearn; Seconded by Deputy Mayor Goins, to approve the item.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

1. Conduct a Public Hearing to obtain citizen input and comments on housing and community development needs; approve recommendations on FY2021-2022 CDBG and HOME program funding; and provide notice to solicit public comment and notice of final public hearing scheduled for May 25, 2021. (21-166). (Community Services Director)

Ms. Bunt shared that the City anticipates receiving $172,703.00 dollars in Community Development Block Grant funds from the US Department of Housing

and Urban Development. The City also anticipates receiving $85,363.76 in Home Investment Partnership Program funds from HUD as part of the Brevard County HOME Consortium.

Furthermore, of the five proposals submitted, five requested public service funds related to the CDBG Program. The total amount of funds requested was $38,500 and the City will have approximately $25,905 available to support public services. The minimum amount of funding per any CDBG public service agency is $5,000.

Ms. Bunt shared the following agencies have requested funds:

- Community Services Council of Brevard – Senior Nutrition Program
- Central Brevard Sharing Center
- The Salvation Army North Central Brevard Corps
- Family Promise of Brevard
- North Brevard Sharing Center

Ms. Bunt noted the amount of funding requested by each agency as well as the recommendations made by the Staff Review Committee. Additionally, she pointed out that the remaining CDBG grant will be for the repayment of the Section 108 loan which was for the Dr. Joe Lee Smith Center, a total of $894,000. Staff is requesting that $112,258 dollars is applied towards the loan.

As required by the City's Citizen Participation Plan, staff is requesting City Council hold a Public Hearing to obtain citizen input and comments on housing and community development needs and approve recommendations on FY2021-2022 CDBG and HOME Program funding. Upon City Council's approval, a 30-day public comment notice listing proposed projects along with the corresponding Action Plan will be advertised in the Florida Today newspaper. The notice will also inform the public of the date of the second and final Public Hearing, which will be held on May 25, 2021.

Mayor Blake opened the hearing to the public.

David Brubaker, CEO of the Central Brevard Sharing Center, 113 Aurora St., Cocoa, explained that they are applying for funds to support food demands at the Sharing Center. He is proud to say they have never had to close the Sharing Center, even through the pandemic. He provided a history of the Sharing Center and shared the statistics to those of which they have served. He pointed out that when Covid happened they did not register individuals that came to the Sharing Center for help for three months. He added that they did not ask questions, they just fed them. Additionally, one hundred percent of the funding they receive goes to purchasing food. In response, Mayor Blake thanked him for serving the community.

Councilmember Hearn also thanked Mr. Brubaker and asked who he needs to contact to volunteer at the Sharing Center. In response, Mr. Brubaker offered to get in contact with him.

Tara Pagliarini, 2873 Sonoma Way, Rockledge, and Executive Director of Family Promise of Brevard, shared that she has a goal to end homelessness in the community. She pointed out that Family Promise of Brevard serves families with children who have fallen into homelessness but they serve families who are at risk of losing their homes as well. These are families who live at or below the poverty level and are families who are working but struggle to meet the needs to support their own families.

Ms. Pagliarini stated that Family Promise of Brevard strives to prevent families from losing their homes. She provided statistics and asked Council to consider the five cases they are presenting this evening for financial assistance. Mayor Blake noted that he admires Family Promise for what they do and he supports them whole heartedly.

Councilmember Koss thanked Ms. Pagliarini for what she does and asked how many churches in Cocoa offer shelters. In response, Ms. Pagliarini explained that there are three or four churches in Cocoa that will host families for a week at a time. Other congregations are scattered throughout the County.

Ms. Cindy Mitchell, PO Box 940, Cocoa, and Director at Salvation Army, shared that they are a certified domestic violence center as well and they never stopped working through the pandemic. She explained that unfortunately domestic violence did not take a break when the Coronavirus hit as people found themselves stuck at home and sometimes in bad situations.

Additionally, the Salvation Army adopted a text chat line in addition to their voice hotline so people can reach out more privately if they are in close contact to their abuser. It is important for people to know that they can utilize their services without having to physically visit the facility. She noted that they are appreciative of the City's CDBG funds as the money helps to support food demands.

Ms. Paula Schroder, Aging Matters of Brevard, 3600 W. King St., Cocoa, and Meals on Wheels, delivers hot meals to homebound adults over the age of 60. They also have a congregate dining program which took a hit when Covid started, however they are still getting meals delivered to them. They have been able to deliver frozen meals as well. They had 300 people on their waiting list when Covid started and they worked hard to get all those people served. She added that all of the money goes towards buying food and they are appreciative of the City's funds. They also arrange transportation for those who want to get vaccinated.

Councilmember Hearn offered to volunteer if they need help. In response, Ms. Schroder provided the phone number for anyone interested.

There being no further questions or comments the public portion of the hearing was closed.

* **MOTION by Councilmember Koss; Seconded by Deputy Mayor Goins, to approve the item.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

VIII. City Business:

1. Award Bid No. B-21-07-COC, Dyal Groundwater Filter #2 IMS Cap and Media Replacement, Project No. WS19FR, to Elenis Contracting, LLC, of Campbell, Ohio, in the Amount of $256,013; To Approve a Resolution Authorizing the City Manager to Approve Change Orders in an Amount Not To Exceed $25,602 (10% of the contract amount), for a Total Project Cost of $281,615; To Approve a Resolution Amending the FY2021 Budget, BAF #21-053-A; and To Authorize the City Manager to Execute the Contract. (21-156). (Utilities Director)

Mr. Walsh explained the item and noted that there are five bids.

* **MOTION by Mayor Blake; Seconded by Councilmember Dyal, to approve the item.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

Multi-Year Contracts:

None.

IX. Informational Agenda:

None.

X. Reports:

Mr. Gregg Stoll, 2203 Salem Dr., Space Coast TPO representative, wished to pass on that Terry Jordan from SCAT has launched real time bus locations which is

beneficial to customers. He also shared that they will have technology which will tell you how many people get on and off the bus and where throughout the day.

City Manager Whitten discussed an initiative for online permitting and added that several members of staff made it happen. Online permitting is now live and there are about twenty-five permits that can be obtained online. The team consisted of Matt Fuhrer, Sam Senger, Nancy Bunt, Charlene Neuterman, Anthony Warren, Heidi Byron, Torri Edwards, Rebecca Bowman, Sherry Alexander, Rachael Colvin, Rob Beach and Karen Kemp. He noted that he is very proud of the effort they put forward. There will be more building permits, business tax receipts and some P&Z processes that will be available online in the future.

Mr. Beach added that this was a real cross team effort to get this going and it has been live since March 1st and there is more to come.

Mr. Smith explained as part of the consent package Council approved two applications through the FIND Grant for the dredging and boat ramps, however staff would also like approval to submit a FIND application and resolution for the fishing pier at Lee Wenner Park. He explained that although Brevard County would be the applicant, staff would like permission to get the process started.

* **MOTION by Deputy Mayor Goins; Seconded by Mayor Blake, to approve the item.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

Mr. Walsh wished to remind everyone that notices were sent out for the chlorine change to the water and that will take place on March 13th. Additionally, there is a shut-down of the north bound lane on Courtenay Parkway between Needle Road and Richland Avenue due to the replacement of a water main and valve which may create some traffic issues. He noted that further information is posted on the City's website for anyone who needs it.

Ms. Gemmati shared that there were many qualified applicants that applied for the Police Chief position. At this moment the committee is conducting zoom interviews so the list can be narrowed. By the end of this week staff should have a list of finalists and then a community meeting will be scheduled so that information will be coming soon. Ms. Gemmati also pointed out that the HR Manager, Lorne Stinnett, has done a great job and so has the committee.

Councilmember Koss asked how many finalists there will be. In response, Ms. Gemmati explained that there were ten zoom interviews but it will be narrowed to down to three to five finalists.

Chief Lamm provided a Covid update and shared that Brevard County has had 34,833 cases and 764 deaths to date. The City of Cocoa has had 3,184 cases so far and currently there are 37 active cases in within Cocoa city limits.

Additionally, Chief Lamm discussed the difference between federal sites and state sites in regard to what is required to get vaccinated. Staff is active in sharing information online to help clear any confusion as to where people can go to get the vaccine. They are hoping with the new Johnson & Johnson vaccine being approved people will be able to have access to a vaccination sooner rather than later. He noted they are trying very hard and will continue to push forward to reach out to whoever they need to in order to get vaccinations out to the residents and emergency personnel here in the City.

Lastly, Chief Lamm stated that he will be working with the City's Purchasing Manager, Heath Hancher, to get water shipped to a Texas community who really needs it. He knows the Fire Chief in a town over there and knows they will appreciate it.

Interim Chief Hankins shared that in 2006 the Cocoa Police were accredited for the first time. Since then, the Police Department has gone through a re-accreditation process every three years. This year they will go through their fifth accreditation cycle and to prepare for that they will be going through a mock assessment which began this morning. So far, nothing other than grammatical errors have stood out so staff is continuing to move forward.

Ms. Senger explained that staff is seeking direction from Council on how to proceed with the July 4th event as staff has been approached by the orchestra to see what the City's intentions are. She provided some examples from the Dr. Phillips Center to show various ways the City can create a safe environment for the July 4th event. Although it will still be a free event, early registration will be required and pods with barricades could be created that would allow 8-10 people per pod, ultimately allowing around 1,200 people to attend the event at Riverfront Park.

Mayor Blake asked if instead of being a free event, each attendee provide a non-perishable food item. In response, Ms. Senger replied affirmatively.

Councilmember Dyal asked Chief Lamm for a timeframe as to when it will be safer to have large gatherings with the amount of vaccines being issued. In response, Chief Lamm explained that it's hard to know for sure but the news media is saying sometime around May/June/July.

Ms. Senger pointed out that this is a preliminary safety plan and could definitely change as the date grows closer depending on Covid.

Councilmember Dyal mentioned the Mardi Gras event. In response, Chief Lamm noted that there were a lot of people that attended that did not wear masks, however the City is doing its best to prevent risk but also return to some form of normalcy.

Ms. Senger pointed out that Mardi Gras was not a City event, however the 4th of July event will be.

City Manager Whitten asked the Council to carefully consider this and asked Ms. Senger if it would hurt the orchestra to wait two more weeks so Council can think about this and then bring it back to the next Council meeting.

Ms. Senger also pointed out that the event will be fenced and there will only be two entrances where staff will make sure people entering are wearing masks. There will be in-person registration opportunities and online registrations.

Mayor Blake asked if this will be limited to Cocoa residents only. In response, Ms. Senger shared that Rockledge assists in sharing the cost of the fireworks with the City but the City puts forth the funds for the orchestra so registration will most likely be open to Rockledge as well.

Councilmember Koss thanked staff for how well this was thought out and put together.

City Manager Whitten shared that he received an email from Jerry Sansom regarding a resolution which will come before the Council at the next meeting.

He also shared that he received an email from a long-standing developer about how pleasant his experience has been working with staff.

Councilmember Dyal spoke about the Mardi Gras event and the Citizens Academy. He has also participated in a couple of walks.

Deputy Mayor Goins mentioned Rec 225 as they are donating part of their proceeds that were earned after the Jamel Dean event to Cocoa High's football team.

He also noted that on March 12th there will be the St. Marks Walk, on March 13th there will be the Cocoa Village walk and on March 20th there will be the Diamond Square walk.

Councilmember Koss gave a shout out to Emma Jewel Charter Academy for their character breakfast on perseverance. She also thanked Mr. Smith and City Manager Whitten for fixing the issues over in the High Point and Circle Dr. neighborhoods. She noted that there will be a community meeting on Saturday, March 20, 2021 at noon and discussion will be held on the history of Clearlake as well as brainstorming about what can be done since the museum and the YMCA have closed.

Councilmember Hearn congratulated staff on the launch of online permitting. He also mentioned one of the Mayor Fitness Challenge walks at Bracco Pond which was a nice event, however one thing everyone talked about was how hard it was to find the pond. He asked if an address or something could be created for the pond so people can find it. Lastly, he thanked Mr. Smith for addressing traffic issues in District 2.

Mayor Blake thanked staff and Council for Day of Prayer and thanked Councilmembers Dyal and Koss for Paws at the Park. He also gave a shout out to Cocoa High School who did a phenomenal job with the Black History Month program.

Additionally, Mayor Blake stated that he would like to spotlight online permitting. He also talked about Amazon coming to Cocoa and thanked staff for their hard work on that project.

City Manager Whitten touched on how hard staff worked to secure this project and recognized the departments that helped with the expedited review process and went above and beyond to get this project across the finish line. This will provide 200 jobs at $15 an hour.

XI. Adjournment:

* **MOTION by Councilmember Dyal; Seconded by Councilmember Hearn, to adjourn the Regular meeting of March 9, 2021.**

AYES: Blake, Goins, Dyal, Hearn, Koss

THE MOTION CARRIED UNANIMOUSLY (5-0)

The meeting adjourned at 8:41 p.m.

Michael C. Blake, Mayor

ATTEST:

Carie E. Shealy, City Clerk



City of Cocoa Water & Sewer Rate Study

Council Meeting

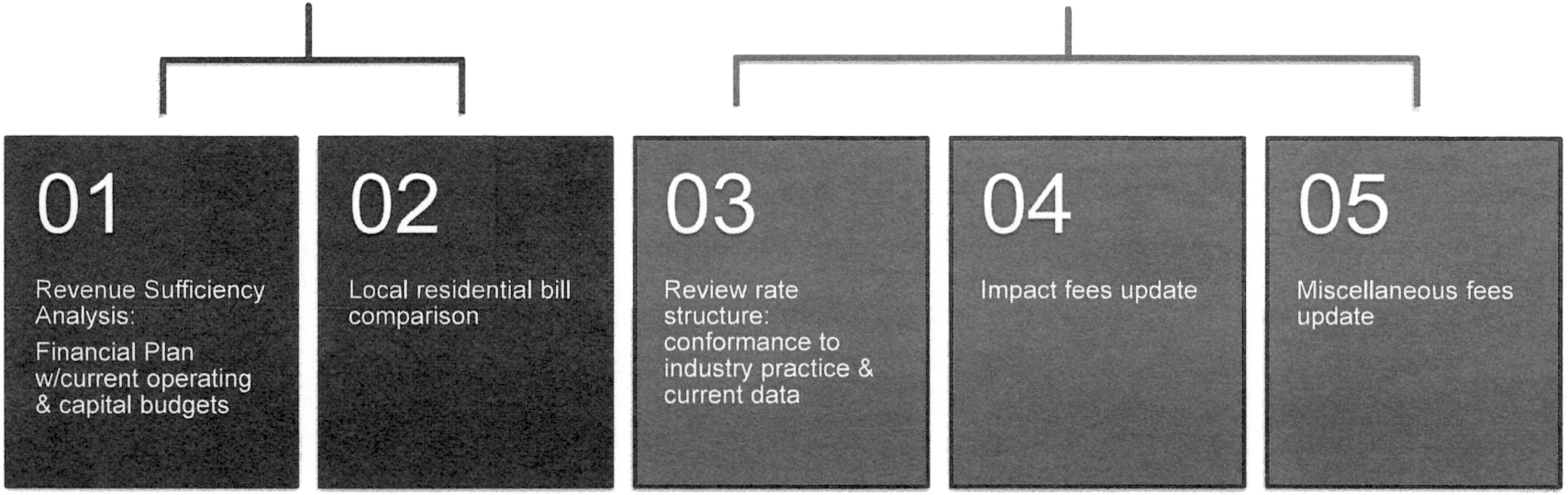
March 9, 2021

Stantec

Rate Study Components

Updated ***annually*** during the City's Budget Process:
Focus is financial sustainability

Updated less frequently:
Focus on specific rates & fees



"How much revenue is needed?"

"How will revenue be collected?"

2020 Revenue Sufficiency Analysis Results

FAMS Financial Analysis & Management System | By Stantec

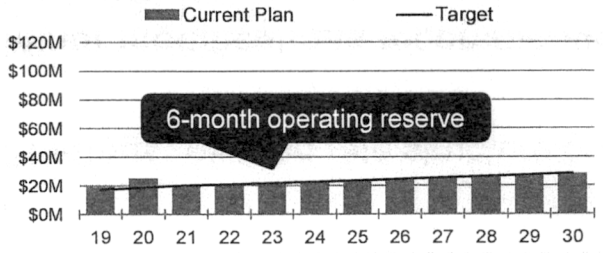
City of Cocoa, FL — Water & Sewer Fund

Stantec

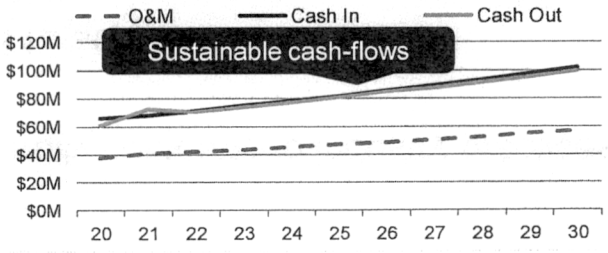
CALC | SAVE | CTRL | LAST | OVR

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2025	FY 2030
No rate increase this year		0.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	16.97%	42.36%
Senior-Lien DSC	3.63	3.40	2.78	2.65	2.80	2.96	2.50	2.72	2.88	2.84	2.90		
Subordinate DSC	7.63	6.97	7.45	8.30	9.75	14.01	20.62	22.98	25.07	26.34	30.19		

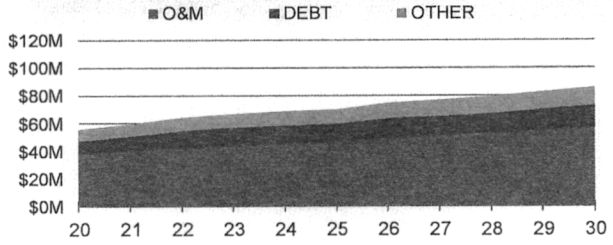
Operating Fund



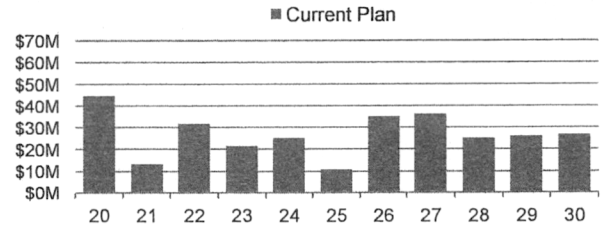
Revenues vs. Expenses



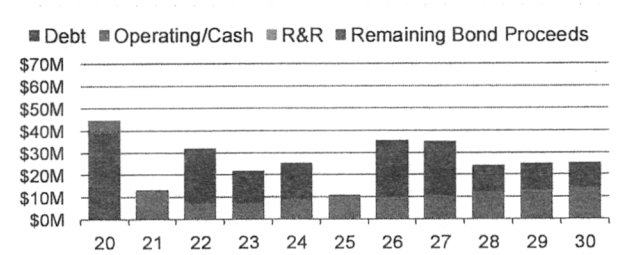
Expenses by Type



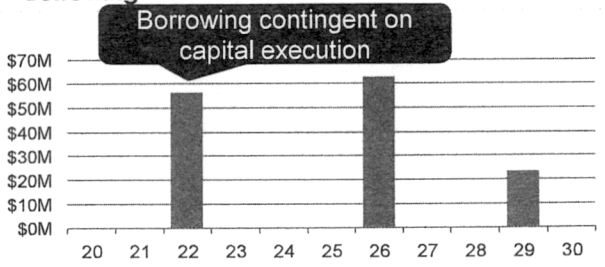
CIP Spending



CIP Funding



Borrowing



Rate Structure Review

Best practice: periodic review of current demands and industry trends

Findings: existing rate structure generally conforms to industry practices

Minor modifications recommended to achieve:

- Locally comparable base charges & strong level of revenue stability
- Base charges reflecting current industry standards for capacity of larger meters
- Tiers reflecting current usage patterns & typical irrigation needs
- Tier scaling by meter size based on current customer data



Proposed rates are "revenue neutral" overall

- No system-wide rate increase
- Customer bill impacts vary by meter size and monthly demand, but…

Approximately 70% of total system bills will decrease

Reclaimed Water Rate Structure Modifications

Base Charges:

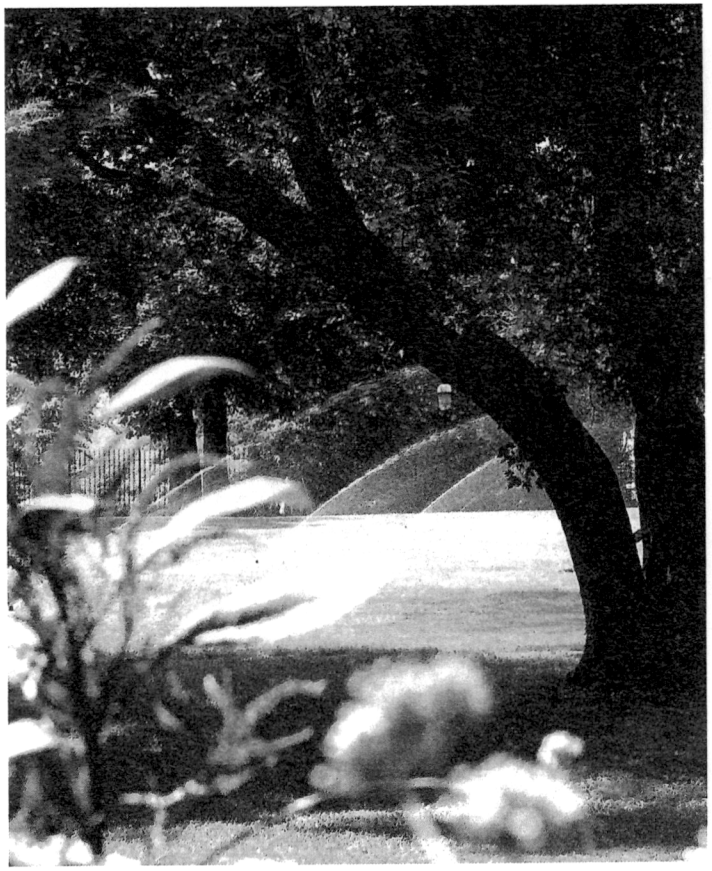
- Updated pricing ratios by meter size

Meter Size	Current Monthly Base Charge*	Proposed Monthly Base Charge*
3/4"	$9.65	$9.05
1"	$9.65	$9.05
1.5"	$48.29	$54.29
2"	$64.38	$85.96
3"	$257.50	$196.81
4"	$386.25	$339.33

* Reflects Inside-City Rates

Volumetric Charges:

- No changes to rates or tiers



Water Rate Structure Modifications

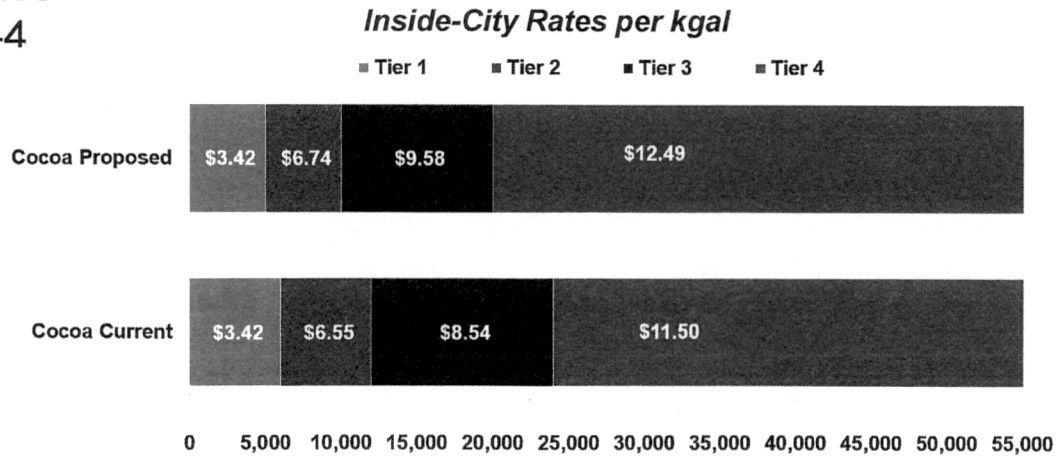
Base Charges:

- Slight reduction in overall fixed charge revenues
- Updated customer cost portion (not scaled by meter size)
- Updated readiness-to-serve portion (scaled by meter size) pricing

Volumetric Charges:

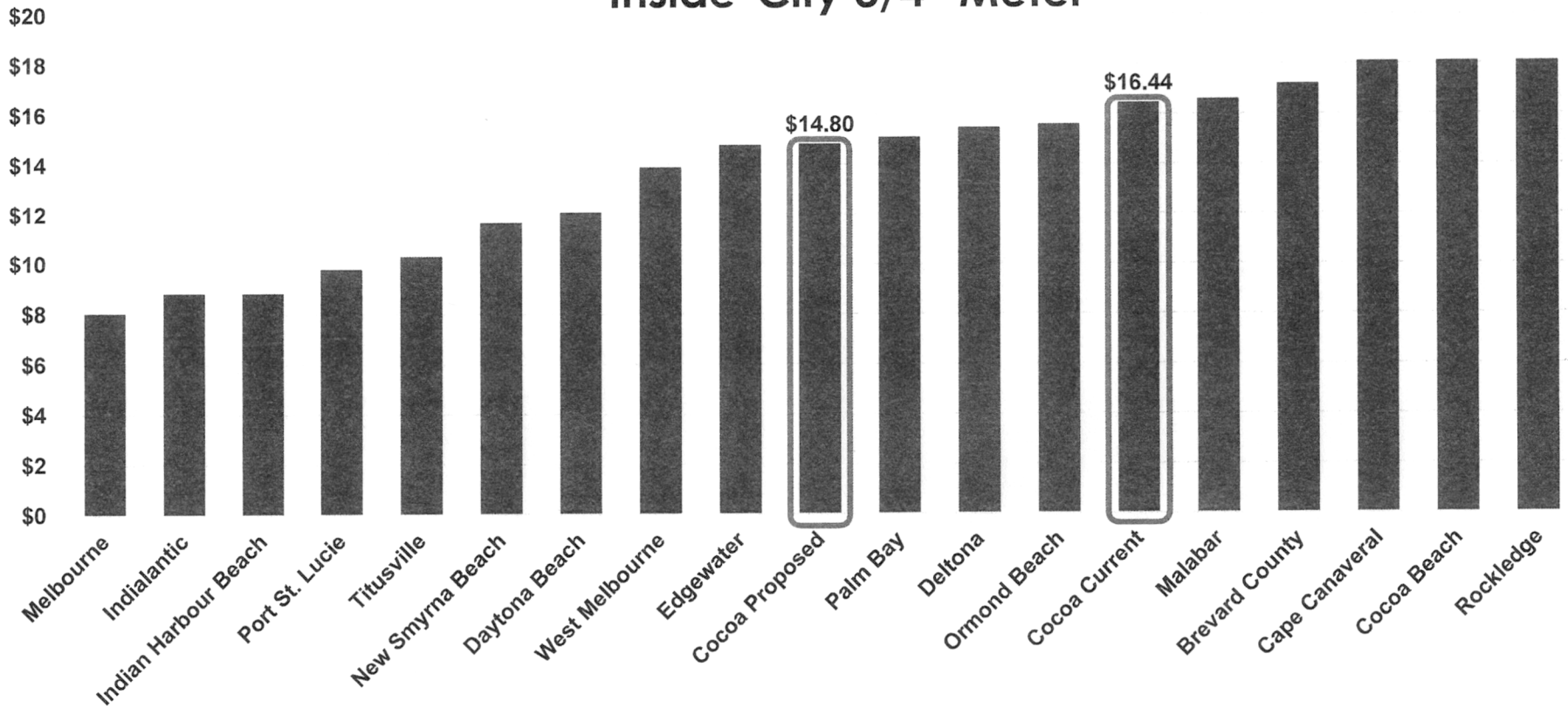
- Tiers reflect current customer use profiles
- Send stronger pricing signal for tiers 2-4

Tier	Existing (kgals per month)	Proposed (kgals per month)
Tier 1	0-6	0-5
Tier 2	7-12	6-10
Tier 3	13-24	11-20
Tier 4	Above 24	Above 20



Water Monthly Fixed Charge

Inside-City 3/4" Meter



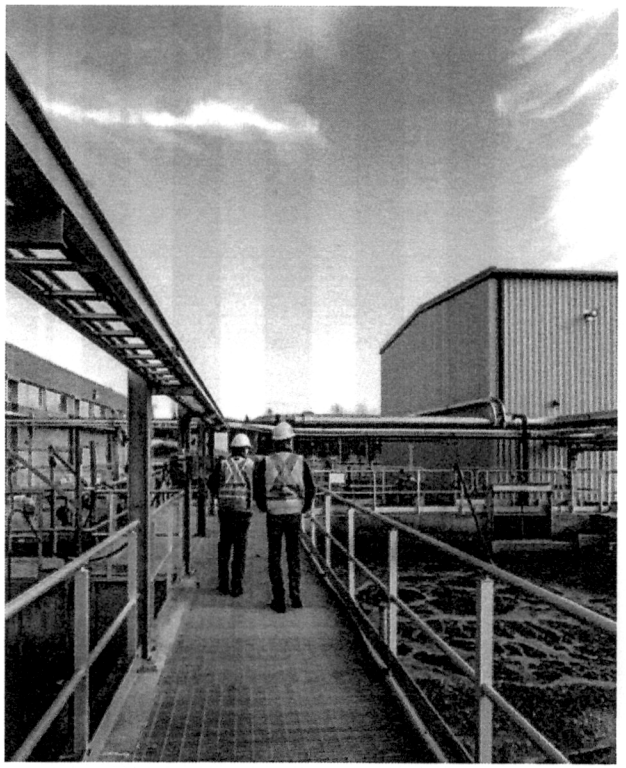
Sewer Rate Structure Modifications

Base Charges:

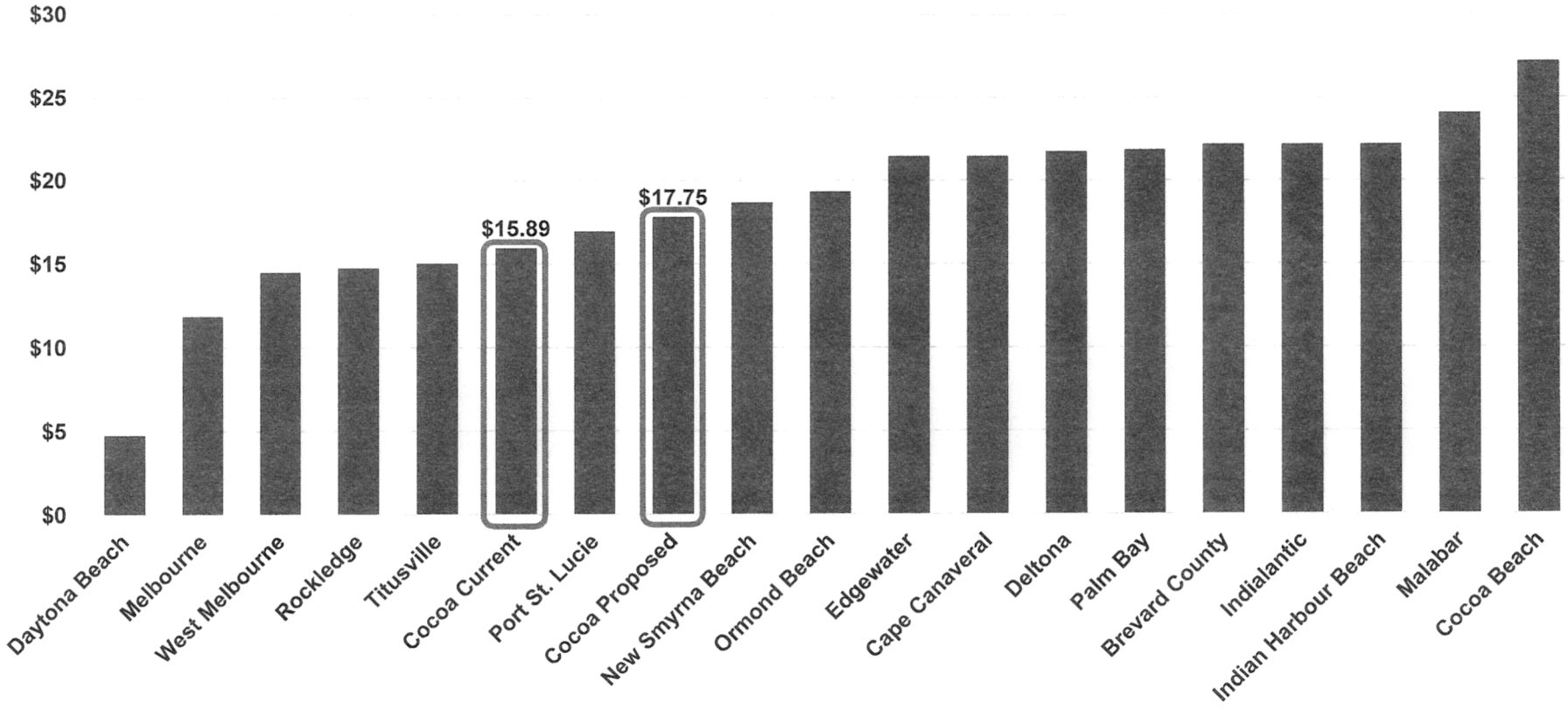
- Increase in overall fixed charge revenues
- Updated customer cost portion (not scaled by meter size)
- Updated readiness-to-serve portion (scaled by meter size) pricing

Volumetric Charges:

- Decrease rate per kgal from $7.53 to $7.19 (Inside-City)

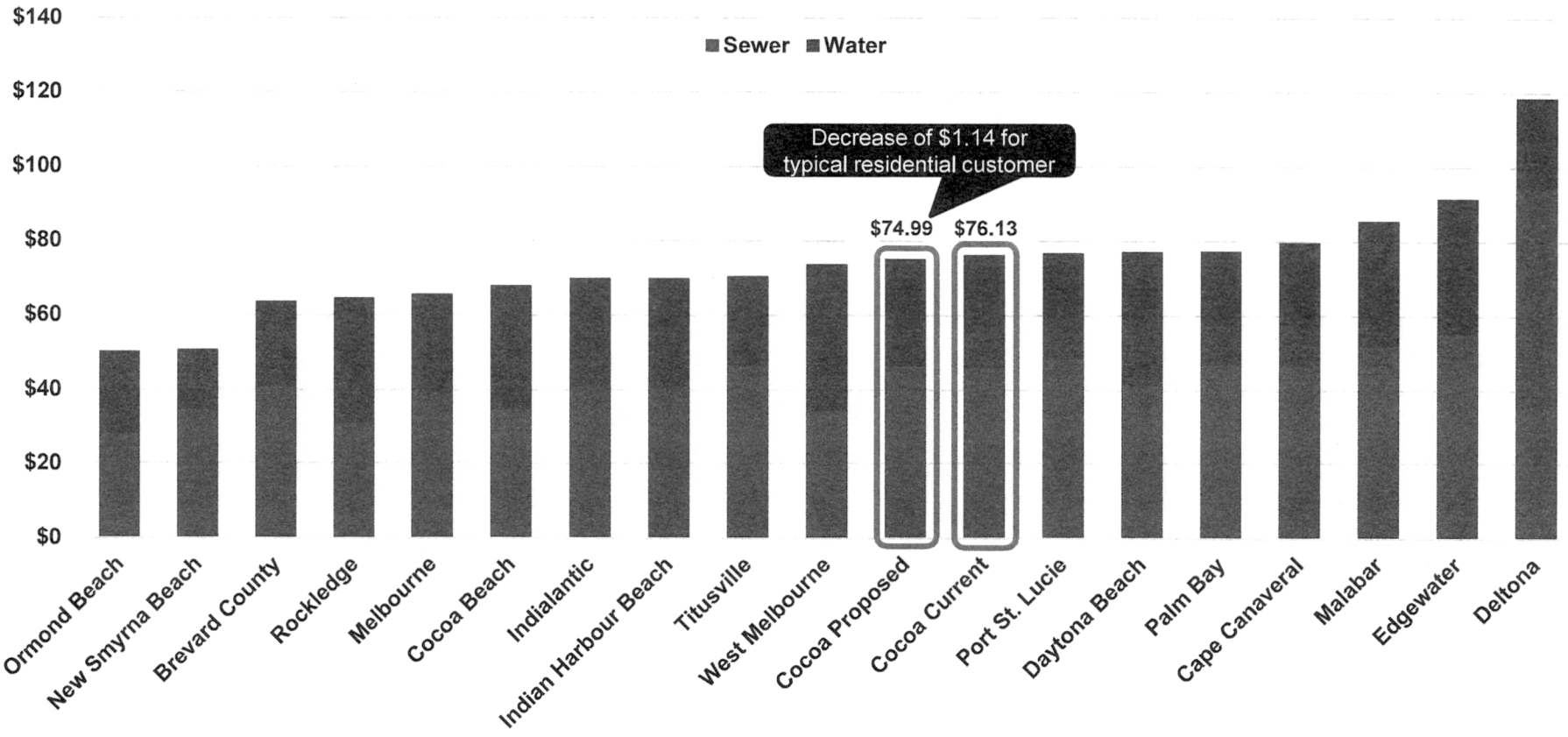


Sewer Monthly Fixed Charge
Inside-City 3/4" Meter



Water & Sewer Monthly Bill

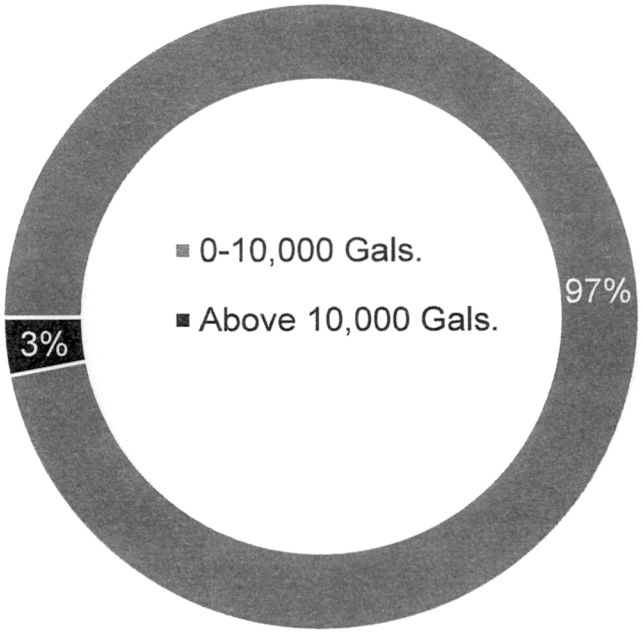
Inside-City ¾" Meter @ 4,000 gallons



Residential Customer Bill Impacts

Inside City – Water & Sewer ¾" Meter: Approx. 6% of the Utility's Bills

Bills > 10,000 gallons *(3%) will see increases*



97% of bills will see slight reductions or increases of *less than $1.50*

Residential Customer Bill Impacts

Inside City – Water & Sewer ¾" Meter: Approx. 6% of Customers

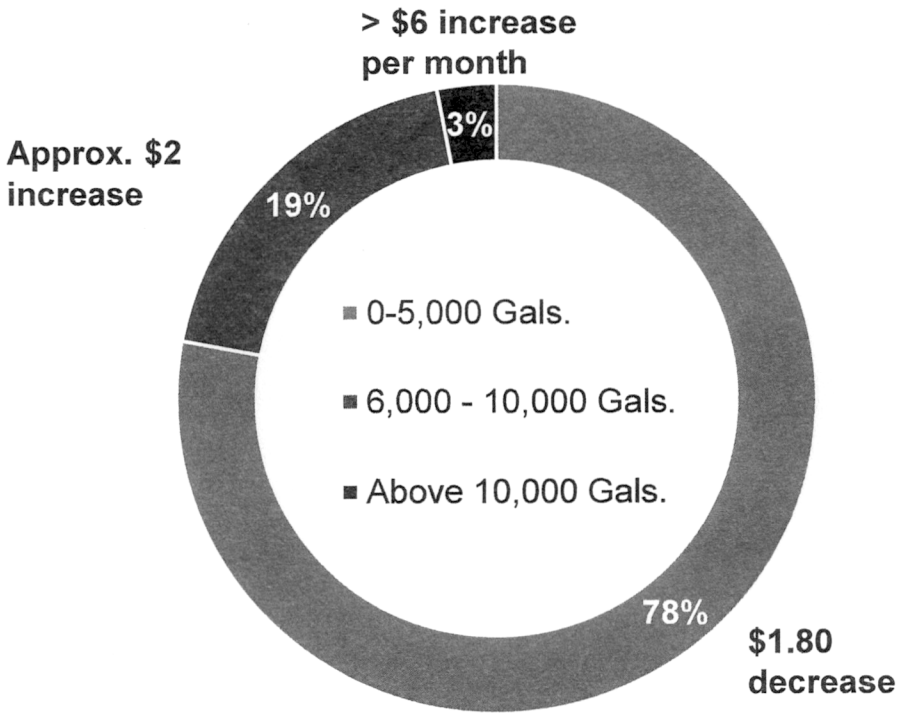
Usage Level (kgal)	Current Total Bill	Proposed Total Bill	Total Monthly Bill Impact ($)	Total Bill Impact (%)	Cumulative % of Total Bills
0	$ 32.33	$ 32.55	$ 0.22	0.7%	9.1%
1	$ 43.28	$ 43.16	$ (0.12)	-0.3%	25.0%
2	$ 54.23	$ 53.77	$ (0.46)	-0.8%	44.2%
3	$ 65.18	$ 64.38	$ (0.80)	-1.2%	61.8%
Typical Usage 4	$ 76.13	$ 74.99	$ (1.14)	-1.5%	74.4%
5	$ 87.08	$ 85.60	$ (1.48)	-1.7%	82.9%
6	$ 98.03	$ 99.53	$ 1.50	1.5%	88.7%
7	$ 112.11	$ 113.46	$ 1.35	1.2%	92.2%
8	$ 126.19	$ 127.39	$ 1.20	1.0%	94.5%
9	$ 140.27	$ 141.32	$ 1.05	0.7%	96.0%
10	$ 154.35	$ 155.25	$ 0.90	0.6%	97.0%
11	$ 168.43	$ 172.02	$ 3.59	2.1%	97.6%
12	$ 182.51	$ 188.79	$ 6.28	3.4%	98.1%
13	$ 191.05	$ 198.37	$ 7.32	3.8%	98.4%
14	$ 199.59	$ 207.95	$ 8.36	4.2%	98.7%
15	$ 208.13	$ 217.53	$ 9.40	4.5%	98.9%
16	$ 216.67	$ 227.11	$ 10.44	4.8%	99.0%
17	$ 225.21	$ 236.69	$ 11.48	5.1%	99.1%
18	$ 233.75	$ 246.27	$ 12.52	5.4%	99.1%
19	$ 242.29	$ 255.85	$ 13.56	5.6%	99.2%
20	$ 250.83	$ 265.43	$ 14.60	5.8%	99.3%

97% of bills will see reductions or increases no more than $1.50

Top 3% of bills will increase absent changes in use

Residential Customer Bill Impacts

Outside City – Water Only ¾" Meter: Approx. 85% of the Utility's Bills



Residential Customer Bill Impacts

Outside City – Water Only ¾" Meter: Approx. 85% of Customers

Usage Level (kgal)	Current Total Bill	Proposed Total Bill	Total Monthly Bill Impact ($)	Total Bill Impact (%)	Cumulative % of Total Bills
0	$ 18.08	$ 16.28	$ (1.80)	-10.0%	0.3%
1	$ 21.84	$ 20.04	$ (1.80)	-8.2%	13.7%
2	$ 25.60	$ 23.80	$ (1.80)	-7.0%	31.4%
3	$ 29.36	$ 27.56	$ (1.80)	-6.1%	50.8%
Typical Usage 4	$ 33.12	$ 31.32	$ (1.80)	-5.4%	66.7%
5	$ 36.88	$ 35.08	$ (1.80)	-4.9%	77.9%
6	$ 40.64	$ 42.49	$ 1.85	4.6%	85.8%
7	$ 47.85	$ 49.90	$ 2.05	4.3%	90.5%
8	$ 55.06	$ 57.31	$ 2.25	4.1%	93.6%
9	$ 62.27	$ 64.72	$ 2.45	3.9%	95.5%
10	$ 69.48	$ 72.13	$ 2.65	3.8%	96.8%
11	$ 76.69	$ 82.67	$ 5.98	7.8%	97.6%
12	$ 83.90	$ 93.21	$ 9.31	11.1%	98.2%
13	$ 93.29	$ 103.75	$ 10.46	11.2%	98.6%
14	$ 102.68	$ 114.29	$ 11.61	11.3%	98.9%
15	$ 112.07	$ 124.83	$ 12.76	11.4%	99.2%
16	$ 121.46	$ 135.37	$ 13.91	11.5%	99.2%
17	$ 130.85	$ 145.91	$ 15.06	11.5%	99.4%
18	$ 140.24	$ 156.45	$ 16.21	11.6%	99.5%
19	$ 149.63	$ 166.99	$ 17.36	11.6%	99.6%
20	$ 159.02	$ 177.53	$ 18.51	11.6%	99.6%

78% of bills (low volume and common use) will go down by $1.80

19% of bills will go up by approx. $2

Top 3% of bills will increase by >$6 without any changes in use

Non-Residential Customer Bill Impacts

Outside City – Water Only

Description	Number of Customers	Monthly Usage (kgal)	Current Total Bill	Proposed Total Bill	Total Monthly Bill Impact ($)	Total Bill Impact (%)
3/4" Lower Usage		3	$ 29.36	$ 27.56	$ (1.80)	-6.1%
3/4" Medium Usage	2,678	7	$ 47.85	$ 49.90	$ 2.05	4.3%
3/4" Higher Usage		15	$ 112.07	$ 124.83	$ 12.76	11.4%
1" Lower Usage		7	$ 70.12	$ 64.02	$ (6.10)	-8.7%
1" Medium Usage	1,216	15	$ 100.20	$ 101.40	$ 1.20	1.2%
1" Higher Usage		30	$ 208.35	$ 228.20	$ 19.85	9.5%
1.5" Lower Usage		25	$ 173.44	$ 181.67	$ 8.23	4.7%
1.5" Medium Usage	870	45	$ 258.99	$ 264.17	$ 5.18	2.0%
1.5" Higher Usage		90	$ 596.52	$ 613.27	$ 16.75	2.8%
2" Lower Usage		60	$ 424.29	$ 363.24	$ (61.05)	-14.4%
2" Medium Usage	720	110	$ 639.89	$ 587.74	$ (52.15)	-8.1%
2" Higher Usage		210	$1,373.97	$ 1,360.04	$ (13.93)	-1.0%
3" Lower Usage		225	$1,322.98	$ 1,158.54	$ (164.44)	-12.4%
3" Medium Usage	66	350	$1,792.98	$ 1,811.04	$ 18.06	1.0%
3" Higher Usage		620	$3,498.18	$ 3,874.34	$ 376.16	10.8%

Bill impacts vary based on water use.

Bills with water use in Tier 2 or higher will generally see increases.

Large User Customer Bill Impacts

Outside City – Water Only

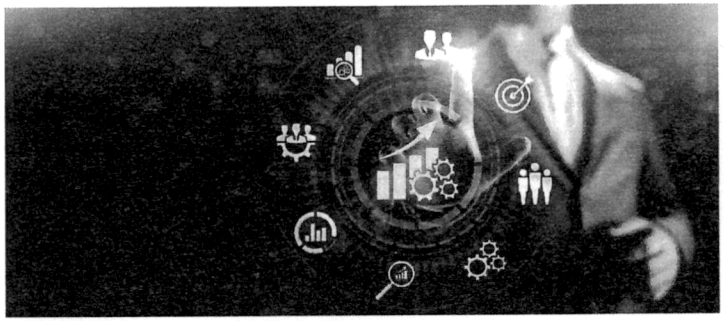
Meter Size	Customer Class	Service(s)	Average Usage per Month (kgal)	Current	Proposed	Total Monthly Impact ($)	Total Monthly Impact (%)
10"	Com. - Outside	Water	19,000	$ 73,848.23	$ 74,440.28	$ 592.05	0.8%
10"	Com. - Outside	Water	600	$ 4,664.23	$ 5,256.28	$ 592.05	12.7%
10"	Com. - Outside	Water	15,000	$ 58,808.23	$ 59,400.28	$ 592.05	1.0%
10"	Com. - Outside	Water	20,000	$ 77,608.23	$ 78,200.28	$ 592.05	0.8%
6"	Com. - Outside	Water	3,000	$ 12,631.49	$ 12,424.21	$ (207.28)	-1.6%
6"	Com. - Outside	Water	3,500	$ 15,201.49	$ 15,216.71	$ 15.22	0.1%
3"	Com. - Outside	Water	200	$ 1,228.98	$ 1,064.54	$ (164.44)	-13.4%

Large users = relatively minor impacts

Miscellaneous Service Charges & Fees

What are they?

- Account processing fees, service initiation fees, meter installations, meter testing, field service fees, delinquency, tampering, & others.
- Reflect <2% of overall system revenues



Purpose

- Recover the cost of specific services from the customer or to promote positive customer behavior

Goal

- Identify costs associated with activities to inform fee adjustments

Process

- Staff identified costs and activities for each service and populated in Stantec's cost template

Time (Labor, vehicles, & equipment) X Hourly/Unit Costs (Labor, vehicles, & equipment)

Miscellaneous Service Charges & Fees

Findings: Current fees are generally under recovering costs

Recommendations:

- 3-year phase-in for fees not currently close to full cost recovery
- For 10% of fees currently higher than costs = reduce to reflect current cost
- Removal of 2 fees (Directional Push & Service Call Fee-After Hours) that are duplicative/captured in the updated calculation of other fees
- Perform periodic reviews (3-5 years)



Impact Fees

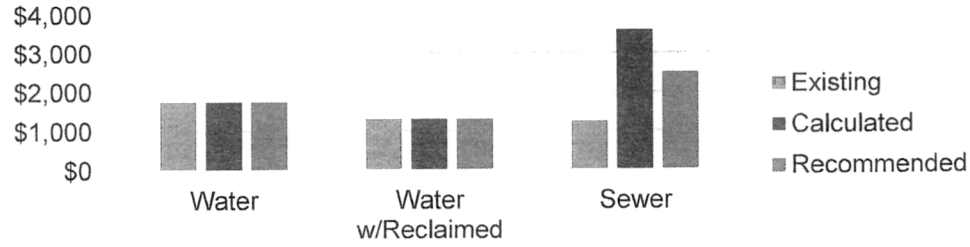
Different names...capacity fees, impact fees, capital charges, system development charges/fees

Similar purpose...one-time fees for cost of capacity to new development ("growth pays for growth")

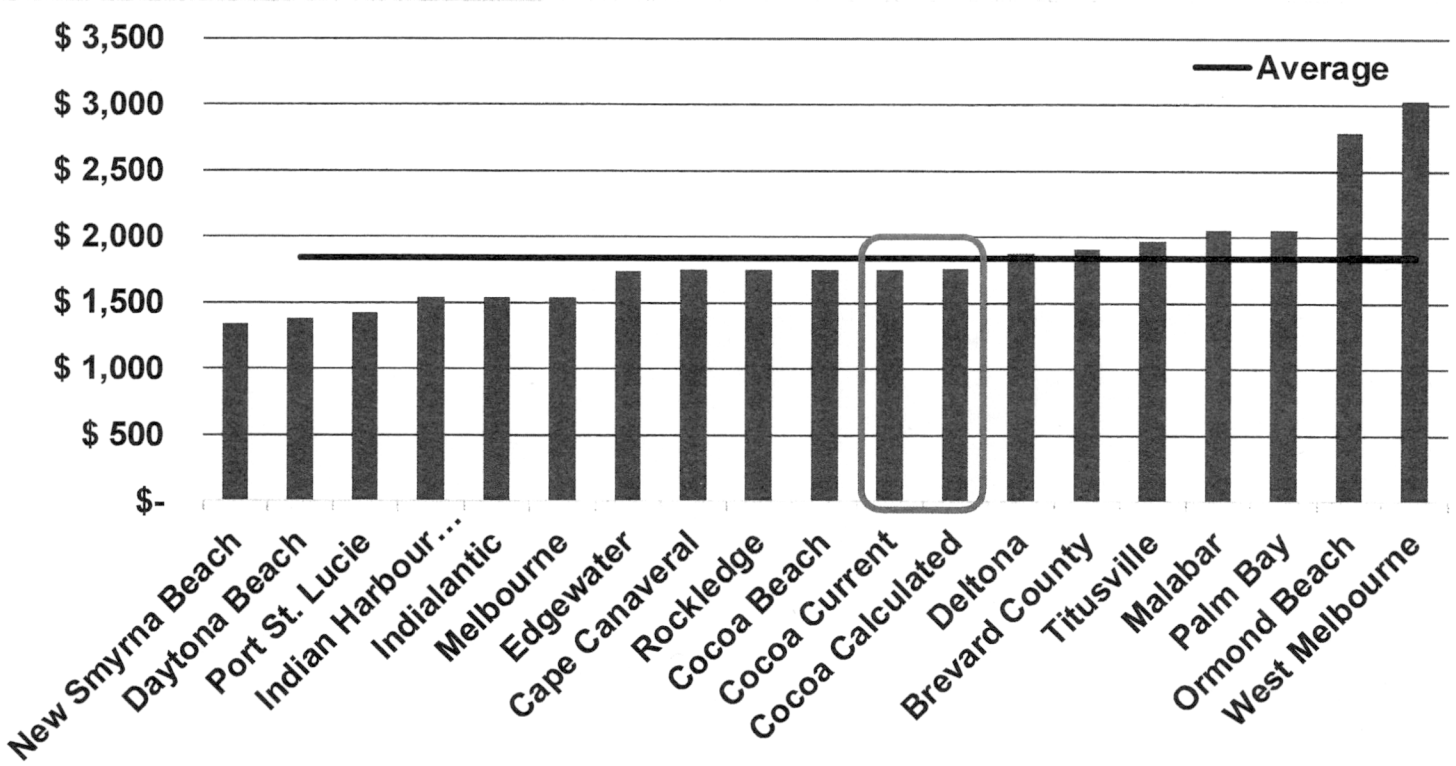
Cost Basis:

- Replacement cost new less depreciation (RCNLD) of existing assets (excl. small distribution/collection mains)
- Less: outstanding debt to be repaid with user fees to avoid double recovery of costs

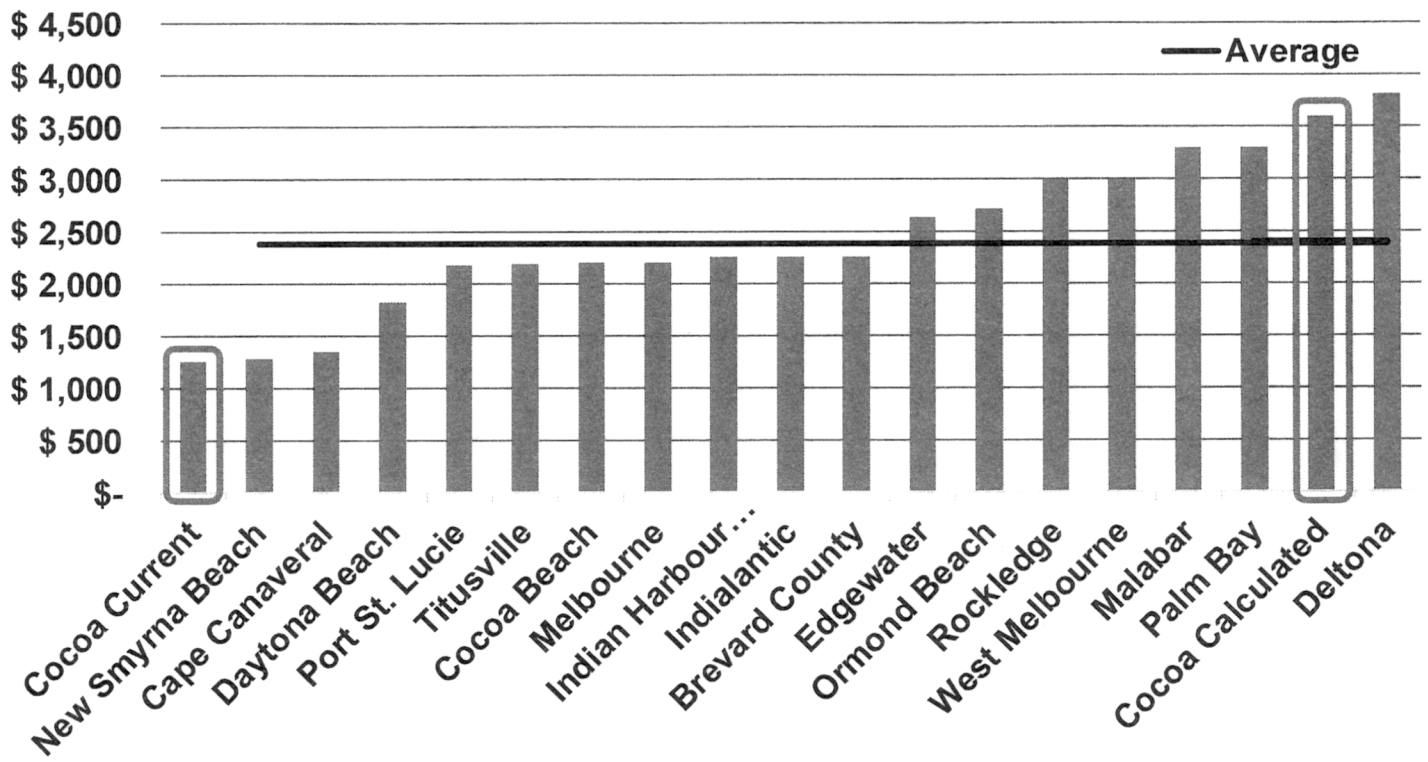
Results:



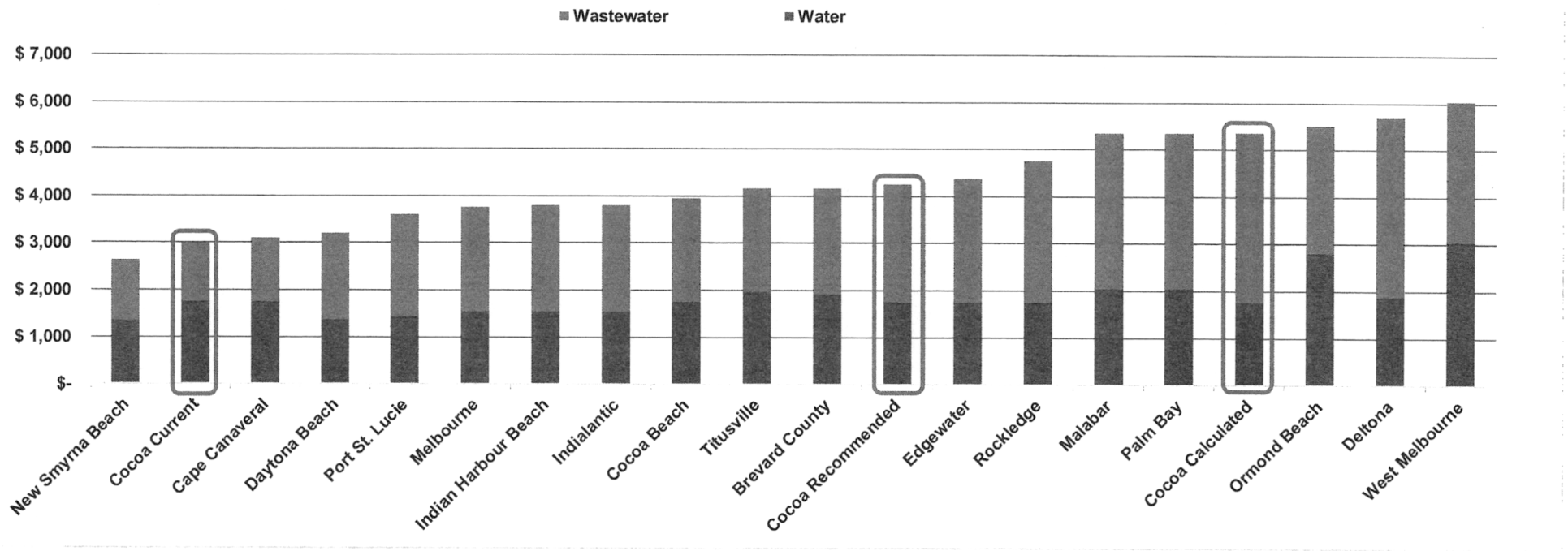
Water Impact Fee



Sewer Impact Fee



Water and Sewer Impact Fee



Summary

Revenue Sufficiency Analysis:

- FY 2022 analysis starting in February/March

Rate Structure Review/Design

- Proposed modifications effective April 1, 2021

Miscellaneous Service Charges

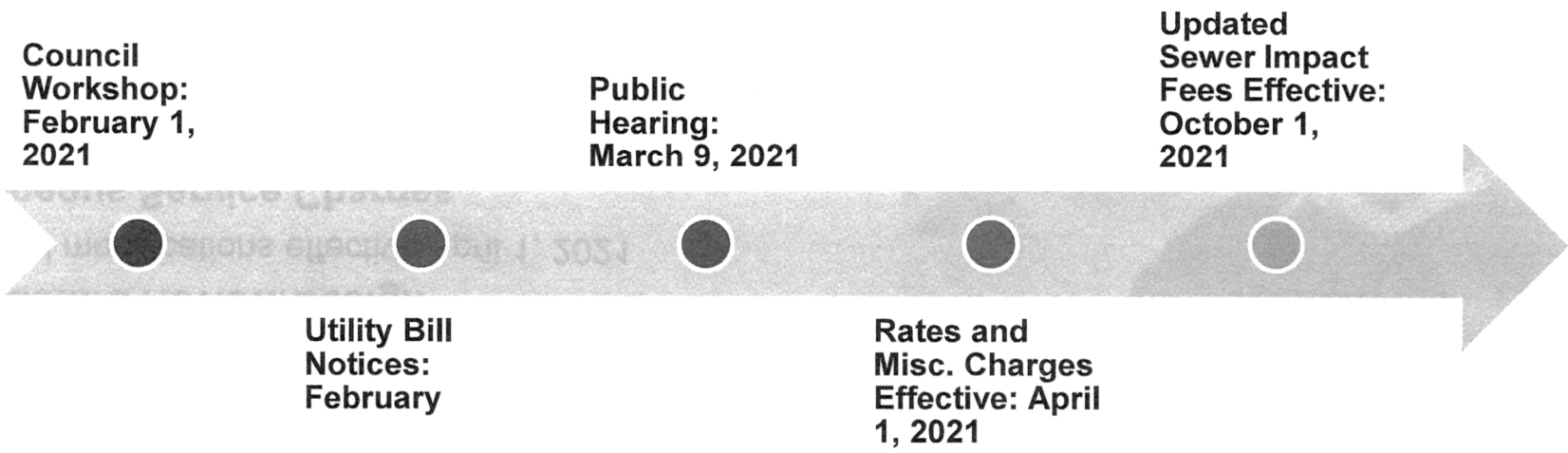
- 3-year phase-in to full cost recovery:
  - April 1, 2021
  - October 1, 2022
  - October 1, 2023

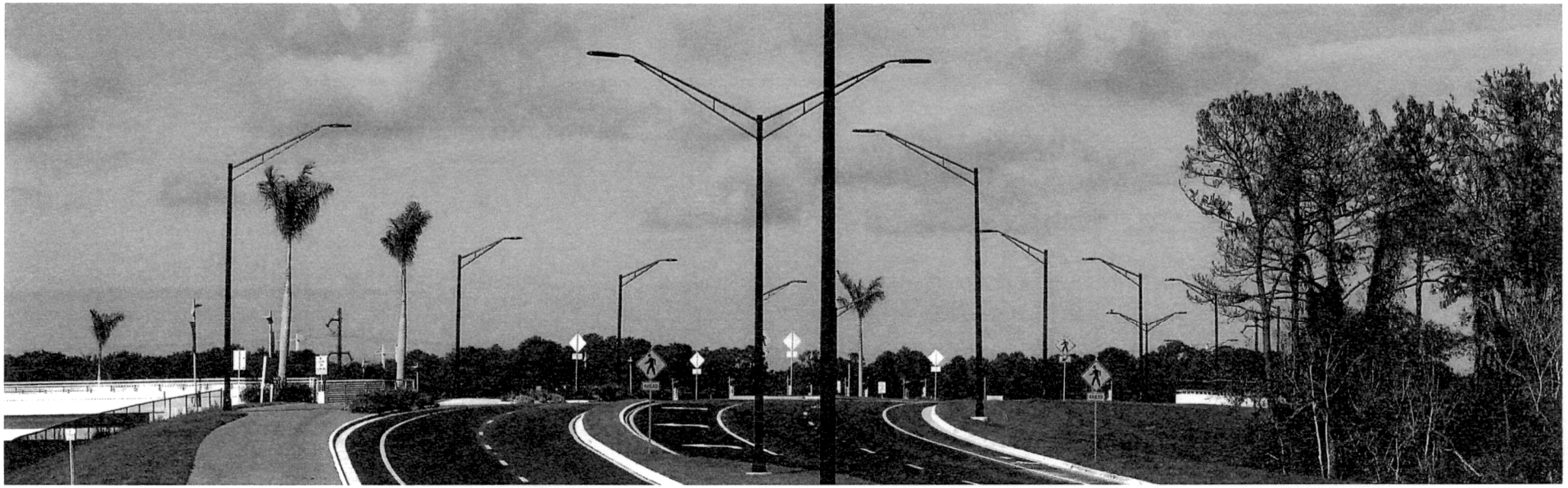
Impact Fees

- Water: $1,750
- Water with reclaimed service: $1,300
- Sewer: $2,500
- Review in 3-5 years to compare to current costs



Timeline


Council Workshop: February 1, 2021
Utility Bill Notices: February
Public Hearing: March 9, 2021
Rates and Misc. Charges Effective: April 1, 2021
Updated Sewer Impact Fees Effective: October 1, 2021



Questions & Discussion

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