COCOA REDEVELOPMENT AGENCY

COCOA REDEVELOPMENT AGENCY BOARD
REGULAR MEETING AGENDA

DATE: Tuesday, July 11, 2017
TIME: 5:00 p.m.

LOCATION: Cocoa City Hall
65 Stone Street

I. CALL TO ORDER
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA AND MINUTES
AGENDA: Regular Meeting of July 11, 2017
MINUTES: Regular Meeting of June 13, 2017

III. DELEGATIONS

IV. PRESENTATIONS

V. OLD BUSINESS

VI. NEW BUSINESS

1. Budget Transfer - QLH Construction Engineering and Inspection Services - Riverfront Connector

VII. ATTORNEY'S REPORT

VIII. AGENCY MEMBERS AND STAFF REPORTS

1. Riverfront Park Boat Slips
2. 603 Brevard Avenue Request For Proposals
3. Cocoa CRA Logo
4. Environmental Justice Workshop

IX. NEXT MEETING DATE

The next regularly scheduled meeting of the Cocoa Redevelopment Agency will be on Tuesday, August 8, 2017, at 5:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

X. ADJOURNMENT

NOTICE TO THE PUBLIC:

This is a public meeting. All interested parties may attend. The facility wherein this meeting will be held is accessible to the physically handicapped. Please be advised that more than one member of the City Council may attend.

Pursuant to Section 286.0105, *Florida Statutes,* the City hereby advises the public that: if a person decides to appeal any decision made by this board with respect to any matter considered at its meeting or hearing, that person will need a record of the proceedings and for such purpose, affected persons may need to insure that a verbatim record of the proceedings is made, and such record shall include the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals otherwise allowed by law. This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.

MINUTES
CITY OF COCOA
COCOA COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
June 13, 2017

The Cocoa Community Redevelopment Agency held a regular meeting at 5:00 p.m. at Cocoa City Hall, 65 Stone Street, Cocoa, FL. as publicly noticed.

I. CALL TO ORDER /ROLL CALL:

Henry U. Parrish, III	Chairman
Don Boisvert	Vice Chairman
Jan Stewart	Agency member
Jeri Blanco	Agency member
Ed Lanni	Agency member
Clarence Whipple Jr.	Agency member
Brenda Warner	Agency member
Anthony Garganese	Agency Counsel

Chairman Parrish called the meeting to order at 5:07 pm

PRESENT:

Henry U. Parrish, III	Chairman
Don Boisvert	Vice Chairman
Jeri Blanco	Agency member
Jan Stewart	Agency member
Ed Lanni	Agency member
Brenda Warner	Agency member
Clarence Whipple Jr.	Agency member
Anthony Garganese	Agency Counsel
Monica Arsenault	Recording Secretary

ABSENT:

STAFF PRESENT:

John Titkanich Jr., AICP, ICMA-CM, City Manager: **Nancy A. Bunt**, Acting Community Services Director; **Larry Lallo, CEcD, EDFP**, Economic Development Manager; and **Samia Singleton**, Redevelopment Specialist.

Agency member Whipple provided the invocation and led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

II. APPROVAL OF AGENDA /MINUTES:

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Lanni to approve the agenda for the regular meeting of June 13, 2017 as written.**

AYES: Parrish, Boisvert, Blanco, Warner, Whipple, Stewart, Lanni

MOTION CARRIED UNANIMOUSLY (7-0)

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Lanni to approve the minutes of the regular meeting of May 2, 2017.**

AYES: Parrish, Boisvert, Blanco, Warner, Whipple Jr., Stewart, Lanni

MOTION CARRIED UNANIMOUSLY (7-0)

III. DELEGATIONS

NONE

IV. PRESENTATIONS:

NONE

V. OLD BUSINESS:

1. Riverfront Park Boat Slips

Ms. Samia Singleton stated that Ardea Environmental Consultants advises that costs for the wooden decking/structure will be in the range of $40.00 per square foot with costs doubled for aluminum decking. Additionally, three conceptual layouts were provided with estimated costs for the wooden structures as follows:

Layout 1: $26,880
Layout 2: $26,880
Layout 3: $33,120

If aluminum is used, the costs for each layout would double the above costs.

Ms. Singleton asked that the Agency provide direction regarding the construction of the Riverfront Park Boat Slips.

Ms. Kim Coldstad, a consultant for Ardea Environmental Consultants, approached the Agency to answer any questions.

Agency member Blanco inquired if Ardea Environmental Consultants had a preference on a design and if they felt that one design has more functionality than the others. **Ms. Coldstad** stated that Ardea Environmental Consultants has no particular preference as they are all equally functional.

Mr. Titkanich asked **Ms. Coldstad** if there is a particular design that has the ability to expand more easily than the others. **Ms. Coldstad** stated that they all have the capability to expand.

Agency member Whipple shared that he preferred option three because of the design and the fact that the dock does not protrude out into the river as far as the other designs do.

Agency member Stewart asked what the limitations are for expansion. **Ms. Coldstad** explained that while the answer is still uncertain at this time, the answer will ultimately be based on the Brevard County Manatee Protection Plan which limits the amount of new slips that can be installed in a particular area. This is based on factors such as seagrass, manatee mortality within a five mile radius as well as shoreline length.

Mr. Larry Lallo asked **Ms. Coldstad** to elaborate on why the permitting process takes so long. **Ms. Coldstad** stated that St. John's River Water Management and the Army Corp of Engineers have State and Federal processes that need to take place before a permit can be issued.

Mr. Titkanich asked if **Ms. Coldstad** felt there would be an issue obtaining the permit prior to September 2017 as the City is trying to secure a FIND Grant that has deadlines that the City must meet in order to obtain the Grant. **Ms. Coldstad** stated that there are no guarantees as the process can take anywhere from three months to a year and a half.

Mr. Brad Whitmore, Historic Cocoa Village Association, approached the Agency to share his thoughts regarding the T-dock and the boat slips. **Mr. Whitmore** presented exhibits to the Agency.

Mr. Eddie Lebron, 317 Riveredge Boulevard, Cocoa, Florida, approached the Agency to share his thoughts regarding the Riverfront Park Boat Slips Project.

Mr. Lallo expressed that if the City does not obtain a permit by September 2017, staff will have to reapply for the Grant next year.

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Whipple to approve Layout 3.**

AYES: Parrish, Boisvert, Blanco, Warner, Whipple Jr., Stewart, Lanni

MOTION CARRIED UNANIMOUSLY (7-0)

Agency member Whipple inquired about the cost. He asked if the type of materials used could be decided at a later date as the cost of aluminum is twice as much as wood. The Agency agreed the materials would be decided at a later date.

VI. NEW BUSINESS:

1. Budget Transfer to Communications

Ms. Singleton stated that in FY 2016-2017, the Cocoa CRA budget included a line item for Communications for the purposes of the phone stipend for the redevelopment specialist. A budget transfer of $15 from the Other Charges and Obligations Account (110-3230-559.49-00) to the Communications Account (110-3230-559.41-00) will cover the phone stipend for the redevelopment specialist for the remainder of FY 2016-2017.

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Warner to approve a budget transfer of $15.00 from the Other Charges and Obligations Account (110-3230-559.49-00) to the Communications Account (110-3230-559.41-00) to cover phone stipend for redevelopment specialist.**

AYES: Parrish, Boisvert, Blanco, Warner, Stewart, Whipple Jr., Lanni

MOTION CARRIED UNANIMOUSLY (7-0)

VII. ATTORNEY'S REPORT:

NONE

VIII. AGENCY MEMBERS AND STAFF REPORTS:

1. 603 Brevard Avenue Request for Proposals (RFPs)

Mr. Titkanich stated that three RFPs have been submitted and will be reviewed. They will be brought to the next meeting on July 11, 2017.

IX. NEXT MEETING DATE:

The next scheduled meeting of the Cocoa Community Redevelopment Agency will be held on Tuesday, July 11, 2017 at 5:00 PM in the Council Chambers located at Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

X. ADJOURNMENT:

* **MOTION made by Vice Chairman Boisvert; SECONDED by Agency member Blanco to adjourn the regular meeting of June 13, 2017.**

AYES: Parrish, Boisvert, Blanco, Warner, Stewart, Lanni, Whipple Jr.

MOTION CARRIED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED AT 5:55 pm

_____
Henry U. Parrish III, Chairman

Respectfully Submitted By:

_____
Monica Arsenault, Recording Secretary

COCOA REDEVELOPMENT AGENCY

AGENDA ITEM VI - 1

Budget Transfer - QLH Construction Engineering and Inspection Services – Riverfront Connector

MEMO DATE: July 5, 2017
AGENDA DATE: July 11, 2017
PREPARED BY: Samia Singleton, Redevelopment Specialist

REQUESTED ACTION: Approve a budget transfer of $48,140 from the Contingency account to the Infrastructure account in order to accommodate the additional expense of Construction Engineering and Inspection Services (CEI) for the Lee Wenner Park Renovation Project/Riverfront Connector.

BACKGROUND

A visioning process, in conjunction with the Cocoa Waterfront Master Plan, demonstrated the need to have the ability to access Cocoa Village from the North Forrest Avenue Community/North State Road 520 Community. State Road 520 is a major conduit to Merritt Island and Cocoa Beach and is a six-lane, one-way pair (King Street eastbound and Willard Street westbound) through the CRA district. This creates a hostile barrier for pedestrians seeking to connect between Lee Wenner Park, Riverfront Park and Historic Cocoa Village and the North Forrest Avenue Community/North State Road 520 Community. The envisioned Cocoa Riverfront Pedestrian Connector will serve to provide access from the Cocoa Village Marina, to the day slips and T-dock in Lee Wenner Park, and further access to Riverfront Park, the site of a proposed future public mooring field.

Phase 1 of the Lee Wenner Park Renovations included the design and engineering for the expansion of the T-Dock, the installation of Cocoa Riverfront Pedestrian Connector and the refurbishment of the old S.R. 520 causeway into a fishing pier. Phase 2 of the Lee Wenner Park Renovations will include the construction of the Cocoa Riverfront Pedestrian Connector.

STAFF COMMENTS

The Cocoa CRA has contracted with C & D Construction for the Riverfront Connector in the amount of $363,770. The Budgeted amount for the Project is $375,000 (Infrastructure Account (110-3230-559.63-00). The Public Works Department, who will be providing contract management on the project, has requested we budget contingency funds on the project to cover any change orders. An additional $20,000 will be allocated to the account for any contract change orders.

Additionally, staff requested a proposal from Quentin L. Hampton (QLH) to provide Construction Engineering and Inspection Services (CEI) for the Lee Wenner Park Renovation Project/Riverfront Connector. The amount for this service is $28,140.

BUDGETARY IMPACT

There would be a reduction of $48,140 from the Contingency Account (110-3230-559.39-00) and an increase of $48,140 in the Infrastructure Account (110-3230-559.63-00). The Contingency Account currently has an unencumbered balance of $276,188.00. The Infrastructure Account currently has $375,000.00 budgeted for the Cocoa Riverfront Pedestrian Connector.

REVIEWED

The City Manager, Acting Community Services Director, Economic Development Manager and Finance Director have reviewed this agenda item.

City Manager

John A. Titkanich, Jr., AICP, ICMA-CM

Acting Community Services Director

Nancy A. Bunt

Economic Development Manager

Larry J. Lallo, CEcD EDFP

Finance Director

Teri Butler 7.7.17

Teri Butler

REQUESTED MOTION

Approve a budget transfer of $48,140 from the Contingency account to the Infrastructure account to provide $20,000 for contract change orders and $28,140 for QHL to provide Construction Engineering and Inspection Services (CEI) for the Lee Wenner Park Renovation Project/Riverfront Connector.

COCOA REDEVELOPMENT AGENCY

AGENDA ITEM VIII-1
Riverfront Park Boat Slips

MEMO DATE: July 5, 2017
AGENDA DATE: July 11, 2017
PREPARED BY: Samia Singleton, Redevelopment Specialist

REQUESTED ACTION: Informational item- Update on Design and Engineering of the Riverfront Park Boat Slips.

BACKGROUND

In 2008, the Cocoa CRA adopted the Cocoa Waterfront Master Plan outlining projects and improvements, to include additional day slips for boaters at Lee Wenner Park to increase the accessibility of downtown Cocoa Village from a boater's perspective.

Subsequently, the Cocoa CRA board approved the funding of the design and engineering, and construction of additional boat slips. City staff sought quotes from several design and engineering firms and selected Ardea Environmental Consultants for the design and engineering of the day slips.

Ardea Environmental Consultants has completed the conceptual design drawings to be used for the permit application. In addition, Ardea Environmental Consultants completed the cost/longevity comparison of materials requested by the Cocoa CRA on June 13, 2017.

REVIEWED

The City Manager, Acting Community Services Director and Economic Development Manager have reviewed this agenda item.

City Manager

John A. Titkanich, Jr., AICP, ICMA-CM

Acting Community Services Director

Nancy A. Bunt

Economic Development Manager

Larry J. Lallo, CEcD EDFP

REQUESTED MOTION

Informational item- Update on Design and Engineering of the Riverfront Park Boat Slips.

COCOA REDEVELOPMENT AGENCY

AGENDA ITEM VIII- 2
603 Brevard Avenue Request for Proposals

MEMO DATE: July 5, 2017
AGENDA DATE: July 11, 2017
PREPARED BY: Larry Lallo, Economic Development Manager

REQUESTED ACTION: Informational item – A report in regard to the review of the Proposals submitted in response to the Request for Proposals (RFP) issued April 28, 2017, for the Redevelopment and Disposal of Real Property located in the Cocoa Community Redevelopment Area at 603 Brevard Ave. Cocoa, Florida 32922.

BACKGROUND

The Cocoa Community Redevelopment Agency (Agency) issued a Request for Proposals to redevelop the property at 603 Brevard Avenue in Cocoa Florida, also known as the former location of the Cocoa City Hall. The building was demolished in 2010. The subject property was acquired by the Agency for redevelopment purposes under the Florida Community Redevelopment Act. Therefore, the Agency's disposal of the subject property is governed by Section 163.380, Florida Statutes. The Requests for Proposals was issued April 28, 2017, with a due date of May 31, 2017. Three (3) proposals were submitted from the following Proposers:

1. Baercraft Leasing LLC and Mead Construction Inc.
2. E.K.S., Inc.
3. Private Property Development Inc.

STAFF COMMENTS

A Staff RFP Review Committee was established, comprised of City Manager John A. Titkanich, Jr., AICP, ICMA-CM; Matthew Fuhrer, Assistant City Manager; Nancy A. Bunt, Acting Community Services Director; Larry J. Lallo, Economic Development Manager; and RFP Review Committee Chairman; and Samia Singleton, Redevelopment Specialist. A Public Meeting was held to review the proposals at 1:00 P.M. on June 26th at City Hall.

The procedural rules for the meeting, the review process, public participation, and post review conduct, were presented by Sonja D. Hamilton Suarez, Purchasing and Contract Manager, to all of those present.

The review criteria was discussed, emphasizing four (4) areas. These were: 1) Professional Abilities/Experience; 2) Financial Feasibility; 3) Conceptual Development; and 4) Development Schedule.

After discussion by RFP Committee members, the proposals were reviewed, scored and discussed by each Committee Member. With a possible 400 points, the scores were tallied and ranked as follows:

Baercraft Leasing LLC/Mead Construction Inc.	351
E.K.S., Inc.,	337
Private Property Development Inc.	251

It was agreed by RFP Review Committee members to recommend to the Cocoa CRA Board, that the Proposers which represented the two (2) top ranking proposals be invited to present to the CRA Board at the August CRA Board Meeting. The top two (2) ranking Proposals were: Baercraft Leasing LLC/ Mead Construction Inc.; and E.K.S., Inc.

However, between the time the RFP Committee met and this staff report, city staff held a teleconference with the Historic Cocoa Village Parking Study Update consultants, Rich & Associates. In discussion with the parking consultants, they would like the opportunity to evaluate the suitability of the 603 Brevard Avenue site for a parking garage, either stand alone or mixed use. It is anticipated that the parking study update will be completed by September 2017.

REVIEWED

The City Manager, Acting Community Services Director and Economic Development Manager have reviewed this agenda item.

City Manager

John A. Titkanich, Jr., AICP, ICMA-CM

Acting Community Services Director

Nancy A. Bunt

Economic Development Manager

Larry J. Lallo, CEcD EDFP

REQUESTED MOTION

Accept the RFP Review Committee member's recommendation to have Baercraft Leasing LLC/ Mead Construction Inc.; and E.K.S., Inc., which represented the two (2) top ranking proposals present to the CRA Board at the August CRA Board Meeting.

REQUESTED MOTION

Informational item.

DIAMOND SQUARE
REDEVELOPMENT AGENCY

AGENDA ITEM VII- 4
Environmental Justice Workshop

MEMO DATE:	July 6, 2017
AGENDA DATE:	July 17, 2017
PREPARED BY:	Samia Singleton, Redevelopment Specialist
REQUESTED ACTION:	Informational item

BACKGROUND

The City is hosting the Florida Brownfields Association Annual Environmental Justice Workshop on August 8, 2017 at the Civic Center.

BUDGETARY IMPACT
No budgetary impact.

REVIEWED
The City Manager, Acting Community Services Director and Economic Development Manager have reviewed this agenda item.

City Manager
John A. Titkanich, Jr., AICP, ICMA-CM

Acting Community Services Director
Nancy Bunt

Economic Development Manager
Larry Lallo, CEcD EDFP

REQUESTED MOTION
Informational item.

THE COMMUNITY IS CORDIALLY INVITED TO ATTEND

The Florida Brownfields Association Annual Environmental Justice Workshop

HOSTED BY THE CITY OF COCOA

Cocoa Civic Center
430 Delannoy Avenue, Cocoa, Florida
in Historic Cocoa Village

Tuesday, August 8, 2017

9:00 AM to 3:00 PM

Free and Open to the Public

Continental Breakfast and Lunch Included

This workshop will have discussions including health disparities, legal aid and community gardens to name a few. The purpose of the workshop is to spread the word about what Environmental Justice is and how communities can begin to address it head on.

RSVP Required by July 24, 2017

(necessary for breakfast and lunch counts)

Please Contact:

Samia Singleton, *City of Cocoa*
ssingleton@cocoafl.org
phone: 321.433.8577

Donna M. Gray-Banks, *Co-Chair*
dbanks@cityofnsb.com
phone: 386.314.4849

Environmental justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of **environmental** laws, regulations, and policies.