MINUTES
CITY OF COCOA
COCOA COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
July 11, 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 5:08 pm

PRESENT:

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

ABSENT:

Brenda Warner	Agency member

STAFF PRESENT:

John Titkanich Jr., AICP, City Manager, **Nancy Bunt,** Acting Community Services Director/Community Services Deputy Director, **Larry Lallo**, **CEcD**, **EDFP**, Economic Development Manager and **Samia Singleton**, Redevelopment Specialist.

Agency member Whipple, Jr. provided the invocation and **Vice Chairman Boisvert** 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 Stewart to approve the agenda for the regular meeting of July 11, 2017 as written.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

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

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

MOTION CARRIED UNANIMOUSLY (6-0)

III. DELEGATIONS

NONE

IV. PRESENTATIONS:

NONE

V. OLD BUSINESS:

NONE

VI. NEW BUSINESS:

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

Ms. Singleton explained that the Riverfront Connector Project is in Phase Two, which is the start of the construction. She stated that Cocoa CRA has contracted with C & D Construction in the amount of $363,770. The Public Works Department will be providing contract management for the project. However, engineering inspection services are needed during project construction.

The funds will provide for Construction Engineering and Inspection Services (CEI). **Ms. Singleton** advised the Agency that staff has requested a proposal from Quentin L. Hampton (QLH) to provide the CEI services. The amount for this service is $28,140. Additionally, city staff has requested an amount of $20,000.00 be allocated for any change orders.

* **A MOTION was made by Agency member Whipple, Jr.; SECONDED by Agency member Stewart to approve a budget transfer of $48,140 from the Contingency account (110-3230-559.39-00) to the Infrastructure Account (110-3230-559.63-00) in order to accommodate the additional expense of Construction Engineering and Inspection Services (CEI) for the Lee Wenner Park Renovation Project/Riverfront Connector.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

VII. ATTORNEY'S REPORT:

NONE

VIII. AGENCY MEMBERS AND STAFF REPORTS:

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

2. **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.**

* **A MOTION made by Vice Chairman Boisvert; SECONDED by Agency member Stewart to table this item until the regular meeting of October 10, 2017.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

3. **Informational item – Cocoa CRA Logo.**

   Mr. Lallo asked the Agency to consider changing the Cocoa CRA's logo. Agency member Stewart requested ideas and samples be brought to the next meeting for their review.

4. **Informational item - The City is hosting the Florida Redevelopment Association Annual Environmental Justice Workshop on August 8, 2017 at the Civic Center.**

   Ms. Singleton gave a brief overview of the workshop and urged all Agency member's to attend.

IX. NEXT MEETING DATE:

The next scheduled meeting of the Cocoa Community Redevelopment Agency will be held on Tuesday, August 8, 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 July 11, 2017.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

MEETING WAS ADJOURNED AT 5:32 pm

Henry U. Parrish III, Chairman

Respectfully Submitted By:

Heidi Byron, Recording Secretary