City of Cocoa

65 Stone Street
Cocoa, FL 32922

Meeting Agenda - Final

Tuesday, June 28, 2016

6:00 PM

Cocoa City Council Chambers

City Council

I. OPENING MATTERS:

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA:

II.1 16-254 Approve the Agenda for the Regular meeting of June 28, 2016, as presented or with amendments.

Attachments: 06-28-16.pdf

MINUTES:

III. AWARDS AND PRESENTATIONS:

III.1 16-255 Proclamation recognizing the achievements of David Neuterman on becoming an Eagle Scout. (City Manager)

Attachments: David Neuterman.pdf

III.2 16-263 Present a proclamation recognizing the strategic alliance between the City of Cocoa and the U.S. Small Business Administration. (Community Services Director)

Attachments: Proclamation-SBA 001.pdf

IV. DELEGATIONS:

In accordance with the City Council's rules and procedures, residents or tax-payers of the City (upon any subject of general or public interest), City employees (regarding his/her employment), and water and sewer customers (on matters related to the City's water and/or sewer system), may address the City Council under Delegations on items not on the printed agenda by filling out a speaker card.

Speaker cards are located outside the Council meeting room and should be provided to the City Clerk. Please observe the time limit of five (5) minutes while speaking under Delegations. Delegations shall be limited to thirty (30) minutes unless extended by Council.

V. CONSENT AGENDA:

V.1 16-228 Approve revisions to the City of Cocoa's Citizen Participation Plan in accordance with new requirements of the Assessment of Fair Housing. (Community Services Director)

Attachments: Citizen Participation Plan-Revised4-16-2016.docx

Conf FL Today AD.pdf

V.2 16-249 To Approve the Second and Final Amendment to Purchase Agreement to the Continuing Services Agreement for the Engineering Services for Design, Permitting and Services During Construction of Utility Conveyance System Upgrades & Expansion with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc. effective June 12, 2016 through June 11, 2017. (Utilities Director)

Attachments: RFQ-12-06-COC BUSSEN MAYER - Amendment #2

RFQ-12-06-COC WADE TRIM, INC. - Amendment #2

RFQ-12-06-COC Quentin Hampton

V.3 16-262 Approve a Strategic Alliance Memorandum between the U.S. Small Business Administration and the City of Cocoa and authorize the Mayor to execute the same. (Community Services Director)

Attachments: Strategic Alliance Memoradum (US SBA) 2016 June.doc

VI. PUBLIC HEARINGS:

VI.1 16-229 Conduct final Public Hearing to approve the City of Cocoa FY 2016/2017 CDBG & HOME Action Plan and the 2016/2020 Five-Year Consolidated Plan; authorize submission of the Plans to the U.S. Department of Housing and Urban Development (HUD); and authorize the Mayor to sign all subsequent certifications and agreements. (Community Services Director)

Attachments: Conf FL Today AD.pdf

1 Consolidated Plan & Action Plan cover & TOC.pdf

2 SF424.pdf

3 Consolidated Plan Action Plan1.pdf

4 Appendix Consolidated Plan Certifications.pdf

5 Appendix CPP.pdf

6 Appendix Maps.pdf

VI.2 16-252 Council's consideration and public comment on the allocation of the 2016 Edward Byrne Memorial Justice Assistance Grant in the amount of $24,384 for FY17 under Project Numbers PD14MC, PD15TS, and PD14K9. (Chief of Police)

Attachments: JAGLocal16

JAG FY2017 Internal Application.pdf

VII. COUNCIL BUSINESS:

VII.1 16-111 Accept the Comprehensive Annual Financial Report (CAFR) and the Audit Report for Fiscal Year 2015. (City Manager)

VIII. CITY BUSINESS:

VIII.1 16-256 To Approve a Resolution Amending the FY2016 Budget to Cover Overtime at the Dyal Water Treatment Plant. (Utilities Director)

Attachments: Budget Resolution FY2016

BAF-UT-Dyal 4020-Overtime Funds Low (6-28-16) Agenda 16-256~.pdf

VIII.2 16-264 Adopt a Resolution providing for processes, program guidelines, and eligibility requirements of the City of Cocoa's Commercial Property Enhancement Program. (Community Services Director)

Attachments: Resolution 2016- CPEP.pdf

MULTI-YEAR CONTRACTS:

IX. INFORMATIONAL AGENDA:

IX.1 16-230 Council request to review the cumulative purchase approvals over $25,000 and under $50,000 for period 10/01/2015 to 05/31/2016. (Finance Director)

Attachments: PO Monthly Report to City Council 10.01.15 thru 05.31.16.pdf

IX.2 16-246 FY 2016 Budget Adjustment Report. (Finance Director)

Attachments: May 2016 EXPENSE Budget Tracking.pdf

May 2016 REVENUE Budget Tracking.pdf

IX.3 16-247 In accordance with the Financial Operations Manual (FOM) the City Manager shall submit to City Council in the form of an agenda item any approved change orders to construction contracts that the City Council has authorized the City Manager, by resolution, to approve in excess of the City Manager's spending authority. (Finance Director)

Attachments: Change Order Authorizations May 2016.pdf

IX.4 16-248 In accordance with City Code, Section 2-74, at the beginning of each month during the fiscal year, the City Manager shall submit to City Council data showing the relation between the estimated and actual income and expenses to date. (Finance Director)

Attachments: Budget by Classification Report May 2016.pdf

IX.5 16-259 Review The Employee Health Center usage report provided by CareATC. (Administrative Services Director)

Attachments: Copy of Cocoa May 2016 Dashboard

IX.6 16-267 New local business tax receipts. (Community Services Director)

Attachments: 6-28-16 New local business tax receipts.pdf

X. REPORTS:

XI. ADJOURNMENT

NOTICE TO THE PUBLIC:

Pursuant to Section 286.0105, Florida Statutes, the City hereby advises the public that: if a person decides to appeal any decision made by the City Council 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 assure 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 not allowed by law.

City Code Section 2-54 requires that an affirmative vote of a majority of a quorum present shall be necessary to enact an ordinance or adopt any resolution; except that two-thirds of the membership of the Council is required to enact an emergency ordinance. All ordinances require two readings, entitled first reading and second reading and public hearing, prior to adoption.

Members of the public speaking on public hearing items, though entitled to be heard by the City Council, are not entitled to an immediate response by either administrative staff members or Council once the public hearing is closed; however, Council discussion may or may not include a response. No question by the public should be addressed directly by the Administrative staff.

Public debate by individual speakers from the audience on public hearing items shall be limited to three (3) minutes. Representatives of recognized groups shall be limited to ten (10) minutes; and total debate on a single issue shall be limited to thirty (30) minutes. Only one presentation per person per issue shall be allowed.

A Council member may add an item to the agenda during the meeting only at the time the agenda is approved. If the item requires action by the Council, then it may be added to the agenda by an affirmative vote of the Council, and written documentation must be submitted at the time the item is added to the agenda.

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Legislation Details (With Text)

File #:	16-254	**Version:**	1	**Name:**	
Type:	Agenda			**Status:**	Agenda Ready
File created:	6/9/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Approve the Agenda for the Regular meeting of June 28, 2016, as presented or with amendments.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	06-28-16.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 9, 2016
Agenda Date: June 28, 2016
Prepared By: Carie Shealy, City Clerk
Through:
Requested Action:
Approve the Agenda for the Regular meeting of June 28, 2016, as presented or with amendments.

BACKGROUND:

The City Council approves the agenda for all of its regular meetings at the beginning of such meetings.

STRATEGIC PLAN CONNECTION:

NA

BUDGETARY IMPACT:

NA

PREVIOUS ACTION:

The City Council has approved its agenda for all regular meetings at the beginning of such meetings.

RECOMMENDED MOTION:

Approve the Agenda for the Regular meeting of June 28, 2016, as presented or with amendments.

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AGENDA

CITY OF COCOA
REGULAR MEETING OF THE CITY COUNCIL

DATE: June 28, 2016	**LOCATION:** City Council Chambers
TIME: 6:00 p.m.	65 Stone Street, Cocoa

I. OPENING MATTERS:

Call to Order
Invocation
Pledge of Allegiance
Roll Call

II. APPROVAL OF AGENDA AND MINUTES:

1. Agenda: Regular Meeting of June 28, 2016 (16-254)
2. Minutes: NA

III. AWARDS AND PRESENTATIONS:

1. Proclamation recognizing the achievements of David Neuterman (son of employee Charlene Neuterman) on becoming an Eagle Scout. (16-255). (City Manager)

2. Proclamation recognizing the Strategic Alliance between the City of Cocoa and the U.S. Small Business Administration. (16-263). (Community Services Director)

IV. DELEGATIONS:

In accordance with the City Council's rules and procedures, residents or tax-payers of the City (upon any subject of general or public interest), City employees (regarding his/her employment), water and sewer customers (on matters related to the City's water and/or sewer system), and any person on any item on the agenda (except *Emergency items, Ministerial items, Quasi-judicial items, and Public Hearing items),* may address the City Council under Delegations by filling out a speaker card.

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under Delegations. Delegations shall be limited to thirty (30) minutes unless extended by Council.

V. CONSENT AGENDA:

1. Approve the revisions to the City of Cocoa's Citizen Participation Plan in accordance with new requirements of the Assessment of Fair Housing. (16-228). (Community Services Director)

2. Approve the Second and Final Amendment to Purchase Agreement to the Continuing Services Agreement for the Engineering Services for Design, Permitting and Services During Construction of the Utility Conveyance System Upgrades & Expansion with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc. effective June 12, 2016 through June 11, 2017. (16-249). (Utilities Director)

3. Approve a Strategic Alliance Memorandum between the U.S. Small Business Administration and the City of Cocoa and authorize the Mayor to execute the same. (16-262). (Community Services Director)

VI. PUBLIC HEARINGS:

1. Final Public hearing to approve the City of Cocoa FY 2016/2017 CDBG & HOME Action Plan and the 2016/2020 Five-Year Consolidated Plan; Authorize submission of the Plans to the U.S. Department of Housing and Urban Development (HUD); and Authorize the Mayor to sign all subsequent certifications and agreements. (16-229). (Community Services Director)

2. Council's consideration and public comment on the allocation of the 2016 Edward Byrne Memorial Justice Assistance Grant in the amount of $24,384 for FY 2017 under Project Number's PD14MC, PD15TS, and PD14K9. (16-252). (Chief of Police)

VII. COUNCIL BUSINESS:

1. Accept the Comprehensive Annual Financial Report (CAFR) and the Audit Report for Fiscal Year 2015. (16-111) (City Manager)

VIII. CITY BUSINESS:

1. To Approve a Resolution Amending the FY2016 Budget to Cover Overtime at the Dyal Water Treatment Plant. (16-256). (Utilities Director)

2. Adopt a Resolution providing for processes, program guidelines, and eligibility requirements of the City of Cocoa's Commercial Property Enhancement Program. (16-264). (Community Services Director)

MULTI-YEAR CONTRACTS:

IX. INFORMATIONAL AGENDA:

1. Cumulative purchase approvals over $25,000 and under $50,000 for the period 10/01/2015-05/31/2016. (16-230). (Finance Director)

2. FY 2016 Budget Adjustment Report. (16-246). (Finance Director)

3. Approved Change Orders to construction contracts that the City Council has authorized the City Manager, by resolution, to approve in excess of the City Manager's spending authority. (16-247). (Finance Director)

4. Relation between the estimated and actual income and expenses to date. (16-248). (Finance Director)

5. Review of the Employee Health Center usage report provided by CareATC. (16-259). (Administrative Services Director)

6. New local business tax receipts (16-267). (Community Services Director)

X. REPORTS:

Advisory Boards and Committees
City Administration
City Attorney
City Manager
City Council

XI. ADJOURNMENT.

NOTICE TO THE PUBLIC:

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City of Cocoa

65 Stone Street
Cocoa, FL 32922

Legislation Details (With Text)

File #:	16-255	**Version:**	1	**Name:**	
Type:	Awards/Presentations			**Status:**	Agenda Ready
File created:	6/9/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Proclamation recognizing the achievements of David Neuterman on becoming an Eagle Scout. (City Manager)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	David Neuterman.pdf				

Date	Ver.	Action By	Action	Result

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CITY OF COCOA FLORIDA

PROCLAMATION

WHEREAS, *David Christopher Neuterman is a 2016 graduate of Titusville High School; and*

WHEREAS, *he is a member of Boy Scout Troop 359 sponsored by the American Legion Post 359 in Port Saint John, Florida; and*

WHEREAS, *he has been a member of the Boy Scouts of America since 2004; and*

WHEREAS, *he has completed the Eagle Scout Board of Review and earned the coveted Eagle Scout badge on January 13, 2016; and*

WHEREAS, *he has spearheaded and completed his Eagle Scout project which consisted of restoring the basketball court at Anderson Park on Fiske Boulevard in Cocoa; and*

WHEREAS, *the project entailed a combined total of 185 hours with 15 volunteers over two weekends to pressure wash, repair cracks, apply stain, repaint lines and backboards, replace nets, and cleaning up the park for the entire community to enjoy; and*

WHEREAS, *David Neuterman serves as an example to youth through his level of personal achievement, leadership, and community service, and we are very proud that David has served to better our wonderful city of Cocoa for years to come.*

NOW, THEREFORE, *I, Mayor Henry U. Parrish III, on behalf of the City Council of the City of Cocoa, Florida, do hereby recognize and extend our sincere congratulations to David Neuterman for having achieved the status of Eagle Scout, an honor for both him and those that have guided him, with best wishes for a bright future.*

WHEREFORE, *I have hereunto set my hand and caused the seal of the City of Cocoa to be affixed this 28th of June, 2016.*

Mayor

ATTEST:

City Clerk

Legislation Details (With Text)

File #:	16-263	**Version:**	1	**Name:**	
Type:	Awards/Presentations			**Status:**	Agenda Ready
File created:	6/14/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Present a proclamation recognizing the strategic alliance between the City of Cocoa and the U.S. Small Business Administration. (Community Services Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Proclamation-SBA 001.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 14, 2016
Agenda Date: June 28, 2016
Prepared By: Joan A. Junkala, Economic Development Manager
Through: Steven P. Belden, AICP, Community Services Director
Requested Action:
Present a proclamation recognizing the strategic alliance between the City of Cocoa and the U.S. Small Business Administration.

BACKGROUND:

The first Strategic Alliance Memorandum (SAM) between the City of Cocoa and the U.S. Small Business Administration (SBA) was executed in May 2012 for a period of two years, and was subsequently renewed upon its expiration in May 2014. The City of Cocoa and the SBA desire to renew this Memorandum to continue coordination and cooperation of mutually beneficial activities in the interest of small businesses within the City of Cocoa. Since the execution of the Memorandum, the City and the SBA has jointly hosted, directly and indirectly, eight (8) workshops and partnered on more than 21 projects concerning small business finance, HUBZone certification, government contracting, and other SBA-related activities.

The City of Cocoa presented a proclamation to the U.S. SBA upon execution and renewal in 2012 and 2014 recognizing the strategic alliance between the City of Cocoa and the United States Small Business Administration whose mission is "…to aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation…" In the course of carrying out that mission, SBA district offices deliver programs and services to the public and assists local governments as they assist the small business community.

Over the past several years the City has worked to educate and inform our local businesses by holding a series of business workshops ranging from topics such as writing a business plan; financing; promotion and marketing; and management. In addition to successful members of the local business community assisting the City in conducting these workshops, SBA has been a vital resource. The City and SBA, specifically the Ft. Pierce district office, have been working collaboratively to educate and inform small business owners of various programs and services available to them. This Memorandum memorializes the existing collaborative partnership between the SBA and the City to aid our small business community and foster a more entrepreneurial local economy. The MOA also provides for information sharing between our respective agencies all to the benefit of the small business community.

STRATEGIC PLAN CONNECTION:

This agenda item is connected to the Economic Development and Community Development strategic issues.

BUDGETARY IMPACT:

There is no budgetary impact.

PREVIOUS ACTION:

The City of Cocoa presented a proclamation to the U.S. SBA upon execution and renewal in 2012 and 2014 recognizing the strategic alliance between the City of Cocoa and the United States Small Business Administration.

RECOMMENDED MOTION:

Present a proclamation recognizing the strategic alliance between the City of Cocoa and the U.S. Small Business Administration.

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CITY OF COCOA FLORIDA

PROCLAMATION

***WHEREAS**, the mission of Cocoa's government is to provide community supported services and programs designed to assure the safety and well-being of all Cocoa's residents and businesses; and*

***WHEREAS**, the mission of the United States Small Business Administration (SBA) is to aid, counsel, assist, and protect the interests of small business by providing financial, contractual, and business development assistance and advocating on their behalf within the government; and*

***WHEREAS**, the SBA and the City of Cocoa are joined by a common mission; helping start, maintain, and expand small businesses; and*

***WHEREAS**, the SBA and City of Cocoa established a Strategic Alliance Memorandum (SAM) to develop and foster mutual understanding and a working relationship between the SBA and the City of Cocoa in order to strengthen and expand small business development in the local area; and*

***WHEREAS**, the cooperation under this Strategic Alliance Memorandum has commenced on June of 2016 and will continue for a period of two years from date of signature; and*

***WHEREAS**, the SBA, within the limits of its available and/or appropriated resources and through its South Florida Area 2 District Office, will provide the City of Cocoa with up-to-date information about SBA's programs and services and make available, upon request, information regarding SBA's Resource Partners as well as SBA pamphlets, brochures, and other publications; and*

***WHEREAS**, the SBA will provide speakers, consistent with SBA rules and policy, to participate in the City of Cocoa workshops, conferences, seminars, and other activities to discuss SBA financing, government contracting and other business topics; and*

***WHEREAS**, the SBA will invite the City of Cocoa's clients/members to attend local SBA-sponsored events and offer SBA-sponsored training at the City of Cocoa's location when appropriate; and*

***WHEREAS**, the City of Cocoa will cooperate with SBA's Resource Partners to provide information to its clients/members about business development services to small businesses as well as keep abreast of and disseminate up-to-date information provided by SBA when appropriate; and*

***WHEREAS**, the City of Cocoa will make available to its clients/members SBA pamphlets, brochures, and other publications and inform them of SBA's programs and services including referrals to SBA's Resource Partners when appropriate; and*

***WHEREAS**, the City of Cocoa will, upon request, provide speakers for SBA-sponsored events when appropriate.*

***NOW, THEREFORE**, the City Council of the City of Cocoa does hereby acknowledge the Strategic Alliance Memorandum by and between the United States Small Business Administration and the City of Cocoa to work together in the spirit of cooperation and open communications, consistent with law, with the primary goal of meeting the needs of the small business community.*

CITY OF COCOA SEAL FLORIDA

WHEREFORE, I have hereunto set my hand and caused the seal of the City of Cocoa to be affixed this 28th day of June, 2016.

Mayor

ATTEST:

City Clerk

Legislation Details (With Text)

File #:	16-228	**Version:**	1	**Name:**	
Type:	Report			**Status:**	Consent Agenda
File created:	5/31/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Approve revisions to the City of Cocoa's Citizen Participation Plan in accordance with new requirements of the Assessment of Fair Housing. (Community Services Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Citizen Participation Plan-Revised4-16-2016.pdf Conf FL Today AD.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 1, 2016
Agenda Date: June 28, 2016
Prepared By: Nancy A. Dresser, Deputy Community Services Director
Through: Steven P. Belden, AICP, Community Services Director
Requested Action:
Approve revisions to the City of Cocoa's Citizen Participation Plan in accordance with new requirements of the Assessment of Fair Housing

BACKGROUND:

Pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, each grantee under the Community Development Block Grant (CDBG) program must certify that it is following a detailed Citizen Participation Plan which provides for a variety of required elements.

In accordance with new regulatory requirements at 24 CFR Part 5, 24 CFR 5.158 and 5.164, community consultation and citizen participation will be encouraged in preparing and revising the City's Assessment of Fair Housing (AFH) to affirmatively further fair housing. The AFH will be prepared and submitted with each new five-year Consolidated Plan. Staff has revised the current Citizen Participation Plan to reflect regulatory requirements.

STRATEGIC PLAN CONNECTION:

Community Development (Redevelopment of the City's Core) - Plan revisions to meet the regulatory requirements of the Assessment of Fair Housing.

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

The Citizen Participation Plan was approved on May 27, 2008.

RECOMMENDED MOTION:

Approve revisions to the City of Cocoa's Citizen Participation Plan in accordance with new requirements of the Assessment of Fair Housing.

CITIZEN PARTICIPATION PLAN

CITY OF COCOA

COMMUNITY SERVICES DEPARTMENT

In accordance with CFR 24, Part 91 and Part 5, Subpart A, Section 5.158, the City of Cocoa is required to develop a Citizen Participation Plan and is hereby certifying that the following policies and procedures are being undertaken:

CONSULTATION

- When preparing the Citizen Participation Plan, the Consolidated Plan, the annual Action Plan, the Assessment of Fair Housing (AFH), and the Section 108 Loan Guarantee Application, the City shall consult with other public and private agencies which provide housing, health, and social services (including those agencies focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons).

- When preparing the portion of the Consolidated Plan concerning lead-based paint hazards, the City shall consult with State or local health and child welfare agencies. The City shall examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead poisoned, if available.

- The City shall consult with local government agencies with metropolitan-wide planning responsibilities, particularly for problems and solutions that go beyond the City's jurisdiction.

- The City shall consult with the local public housing agency participating in an approved Comprehensive Grant program concerning consideration of public housing needs and planned Comprehensive Grant program activities. The City shall encourage the participation of residents of public and assisted housing developments in the process of developing and implementing the Consolidated Plan, Assessment of Fair Housing, and the Section 108 Loan Program along with other low-income residents of targeted revitalization areas in which the developments are located. The City shall provide information to the housing agency about Consolidated Plan activities related to its developments and surrounding communities so that the housing agency can make this

information available at the annual public hearing required under the Comprehensive Grant program. Also, the City shall cooperate in providing resident programs and services and will help ensure that activities with regard to local drug elimination, neighborhood improvement programs, and resident programs and services, funded under the public housing program and those funded under a program covered by the Consolidated Plan are fully coordinated to achieve comprehensive community development goals.

ENCOURAGEMENT OF CITIZEN PARTICIPATION

The process of citizen participation shall be provided on a community-wide basis, to encourage citizens to participate in the development of the Citizen Participation Plan, the Consolidated Plan, any substantial amendments, annual Action Plan, and performance reports with particular emphasis on participation by persons of low- and moderate-income, particularly those living in slum and blighted areas and in areas where Community Development Block Grant (CDBG) funds are proposed to be used. The City will encourage the participation of all citizens, including residents of predominately low- and moderate-income neighborhoods, minorities, non-English speaking persons and persons with disabilities. All plans and reports shall be in a format accessible to persons with disabilities, upon request. Notices of public hearings and meetings will be circulated to local churches, made available to community groups, organizations and interested persons. Notices will be posted at strategic locations throughout the City, as well as advertised in a newspaper of general circulation.

The City will provide timely and reasonable notice to the public to receive comments on the Consolidated Plan, annual Action Plan, substantial amendments, and performance reports during the planning year. All comments will be reviewed by the City and shall be considered prior to the adoption of the particular plan or document. The City shall respond to any written responses or comments within fifteen (15) working days, where practical. The City will consult with the public housing agency to notify them of the availability of funding in relation to their housing needs and to provide information on the priority housing and non-housing needs for residents of public and assisted housing in the development of the Consolidated Plan and annual Action Plan. The City shall make available any performance reports to citizens and provide them reasonable notice and opportunity to comment. Reports shall be advertised in a newspaper of general circulation no less than fifteen (15) days prior to submission to U. S. Department of Housing & Urban Development.

FAIR HOUSING

In accordance with new regulatory requirements at 24 CFR Part 5, 24 CFR 5.158 and 5.164, community consultation and citizen participation will be encouraged in preparing and revising the City's Assessment of Fair Housing (AFH) to affirmatively further fair housing. The AFH will be prepared and submitted with each new five-year Consolidated Plan.

DEVELOPMENT OF THE CONSOLIDATED PLAN

The City of Cocoa shall make available to citizens, public agencies, and other interested parties information that includes the amount of assistance the City expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income. The City shall indicate a plan for minimizing displacement of persons as a result of activities assisted with federal funds and to assist persons displaced as a result of such activities, specifying the types and levels of assistance the City shall make available (or require others to make available) to persons displaced, even if the City expects no displacement to occur. This will be accomplished via community meetings, public hearings, legal notices and posted notices at City Hall and throughout the community.

Also, the City shall make available in a newspaper of general circulation, a summary of the consolidated Plan, describing its contents and purpose, a list of the locations where copies of the entire proposed Consolidated Plan may be examined, and where the copies of the entire document can be reviewed. Copies of the Consolidated Plan, Assessment of Fair Housing, and Section 108 Loan Guarantee Program Application will be provided at City Hall, the local library, and at the Brevard County Housing & Human Services Department. A reasonable number of free copies of the plan to citizens and groups shall be available upon request. The Plan process will provide for at least one public hearing during the development of the Consolidated Plan and provide a period, not less than thirty (30) days, to receive comments from citizens on the proposed Consolidated Plan. All comments received in writing, or orally at public hearings will be considered in preparing the final plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefor, shall be attached and submitted with the final Consolidated Plan.

PUBLIC HEARINGS

The City of Cocoa will provide for at least two (2) public hearings per year to obtain citizens' views and to respond to proposals and questions, to be conducted at a

minimum of two (2) different stages of the program year. Together, the hearings shall address housing and community development needs, development of proposed activities, and review of program performance. The City shall obtain the views of citizens on housing and community development needs, including priority non-housing community development and fair housing concerns, and shall provide at least one (1) of the hearings is held before the proposed Consolidated Plan is published for comment. Public hearings shall be advertised in a newspaper of general circulation one (1) week prior to the public hearing and information will be circulated to local churches, organizations, and at various locations throughout the community. Public hearings shall be held at times and locations convenient to potential and actual beneficiaries, and with accommodations for persons with disabilities.

In the event a significant number of non-English speaking residents are expected to participate at the hearings, the City will make arrangements for a suitable method of communication to be available to the group, providing a request is made at least two (2) working days prior to the public hearing.

MEETINGS

Citizens will be provided reasonable and timely access to local meetings. Additionally, notices will be sent various housing and community development agencies and posted throughout the City at least one week prior to the meeting date.

AVAILABILITY TO THE PUBLIC

If the City decided to amend or make substantial changes to the adopted Consolidated Plan, annual Action Plan, or performance reports, a public notice will be placed in a newspaper of general circulation making the modified plan available to citizens for review and comment in a form accessible to persons with disabilities, upon request.

ACCESS TO RECORDS

The City will provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records in relation to the consolidated Plan, annual Action Plan, substantial amendments, annual evaluation and performance reports, and the City's use of assistance under the programs during the preceding five (5) years. All information shall be available to citizens at the City of Cocoa Community Services Office, which is currently located at 65 Stone Street, Cocoa, FL 32922.

TECHNICAL ASSISTANCE

The City, through the Community Services Department, will provide technical assistance to organizations and representatives of persons of low- and moderate-income that requests such assistance in developing proposals and understanding the process of requesting funds. The level and type of assistance will be determined upon the needs of each individual request. City staff will provide speakers to address any community or civic group wishing to obtain information regarding the program.

COMPLAINTS

The Deputy Community Services Director or Designee shall make every effort possible to respond in writing within fifteen (15) days to any written or oral complaint, when practical. A citizen may file a written complaint at any time to the U.S. Department of Housing and Urban Development at the following address:

U. S. Department of Housing and Urban Development
Jacksonville Office of Community Planning and Development
400 West Bay Street, Suite 1015
Jacksonville, FL 32202

CRITERIA FOR AMENDMENTS

The City shall provide citizens with reasonable notice of, and opportunity to comment on, proposed changes in the adopted Consolidated Plan and annual Action Plan if such change would result in: changes in the City's allocation priorities or a change in the method of distribution of funds; and/or carrying out an activity using funds from any program covered by the Consolidated Plan (including program income), not previously described in the annual Action Plan.

The City shall apply the following criteria in determining whether a change in an activity represents a substantial amendment. An activity shall be considered substantially changed if:

- The percentage of federal funds expended for the benefit of very low-, low-, and moderate-income persons falls below its required 70% as a result of any proposed increase or decrease in expenditures for any one project or activity.

- Any changes in the purpose, scope, location or beneficiaries of an activity that would increase or decrease the estimated cost of the project or activity by more

than twenty-five percent (25%) of the amount projected in the annual Action Plan.

Note: Allocations for projects and activities included in the annual Action Plan can be increased or decreased more than twenty-five percent (25%) provided there is not a change in the purpose, scope, location or beneficiaries of the activity.

Reallocation of CDBG and/or Home Investment Partnership Program (HOME) funds in relation to an addition or deletion of priority needs and projects are as follows:

- The addition of a new priority need not included in the adopted Consolidated Plan or a new project in the annual Action Plan which is not cover by a priority need in the adopted Consolidated Plan.

- The deletion of a priority need identified in the adopted Consolidated Plan or a deletion of a project or activity identified in the annual Action Plan which would prevent a priority need identified in the approved Consolidated Plan from being attained.

The City shall provide citizens with reasonable notice and an opportunity to comment on any substantial changes and amendments made to the adopted Consolidated Plan. Citizens will be provided a period, not less than thirty (30) days, to comment on substantial amendments before the amendment is implemented. Any comments or views received in writing, or orally at public hearing, will be considered by the City and summarized and attached to the substantial amendment of the Consolidated Plan for submission to HUD.

The City of Cocoa and members of the Brevard County HOME Consortium are responsible for the development of their respective Citizen Participation Plans and individual CDBG entitlement grants. All HOME program amendments initiated by the City must be submitted to Brevard County for submittal to HUD.

The Citizen Participation Plan was previously approved by City Council on May 27, 2008.

Approved by the City Council on: <u>April 14, 2016</u>

Henry U. Parrish, III, Mayor

FLORIDA TODAY
FLORIDATODAY.com
A GANNETT COMPANY

Classified Ad Receipt
(For Info Only - NOT A BILL)

Customer: CITY OF COCOA (TE)

Address: 65 STONE ST
COCOA FL 32922
USA

Ad No.: 0001278228
Pymt Method Invoice
Net Amt: $220.90

Run Times: 1

No. of Affidavits: 1

Run Dates: 05/19/16

Text of Ad:

AD#1278228 5/19/2016

NOTICE OF PUBLIC HEARING
CITY OF COCOA'S 2016/2020 FIVE-YEAR CONSOLIDATED PLAN, PROGRAM YEAR 2016/2017 CDBG & HOME ACTION PLAN PROPOSED FINAL STATEMENT OF OBJECTIVES AND USE OF FUNDS, AND AMENDMENT TO THE CITIZEN PARTICIPATION PLAN

The City of Cocoa expects to receive $169,584 in Community Development Block Grant (CDBG) Entitlement funds and $71,664 in HOME Investment Partnership funds for Program Year 2016/2017. Funds may be used for eligible activities, such as housing rehabilitation, land acquisition, public services, public facilities and improvements, or demolition and clearance. In addition, the Consolidated Plan allows jurisdictions to develop strategies for a five (5) year period, using combined funding sources, to address housing and community needs. The Cocoa City Council will hold a second and final public hearing on Tuesday, June 28, 2016 at 6:00 pm in Council Chambers, located at 65 Stone Street to make available for final comments on the Proposed 2016/2020 Consolidated Plan and final statement of objectives and projected use of funds for program year 2016/2017 Action Plan. The City of Cocoa will also accept comments on amending the Citizen Participation Plan to incorporate new Fair Housing Assessment guidelines.

The purpose of the City's Community Development Block Grant Program is the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low/moderate income. The HOME program funds support housing and housing related services provided to low/moderate income households.

PROPOSED FINAL STATEMENT OF CDBG PROJECTS FOR PROGRAM YEAR 2016/2017

PUBLIC SERVICES:	
Community Services Council (meals on wheels & seniors at lunch)	$7,430
Central Brevard Sharing Center (community kitchen)	$7,076
Early Learning Coalition of Brevard (subsidized child care)	$6,388
Salvation Army (meals in domestic violence shelter)	$4,543
HOUSING AND PUBLIC FACILITIES IMPROVEMENTS:	
Section 108 Loan Guarantee Program (public facility and improvements)	$40,000
Community Services-Clearance (code enforcement initiated demolitions)	$30,231
Housing Authority of the City of Cocoa (rehab of rental units)	$40,000
ADMINISTRATION:	
CDBG Administration and Operational funds	$32,866
Fair Housing Education & Outreach	$1,050
TOTAL CDBG FUNDS	$169,584

PROPOSED FINAL STATEMENT OF HOME PROJECTS FOR PROGRAM YEAR 2016/2017

HOUSING: CHDO/Housing Activity	$53,931
Housing for the Homeless (rehab of unit for veterans)	$12,000
HOME Administration and Operational funds	$5,733
TOTAL HOME FUNDS	$71,664

Copies of the City of Cocoa's 2016/2020 FIVE-YEAR CONSOLIDATED PLAN, 2016/2017 CDBG & HOME ACTION PLAN & PROPOSED PROJECTS, and amended Citizen Participation Plan will be available at City Hall, Community Services Office, 65 Stone Street and at the Central Brevard County Library, at 308 Forest Avenue, Cocoa, Florida as of May 19, 2016. All citizens are invited and encouraged to make oral or written comments beginning May 19, 2016 through June 20, 2016 and to attend the final public hearing on June 28, 2016. Persons with disabilities or non-English speaking persons requiring special accommodations to participate in the hearing should contact Ellen Heuser at the City of Cocoa at (321) 433-8520 within 72 weekday hours of the hearing. Written comments must be submitted in person or by mail. Oral comments will also be accepted at the public hearing scheduled for Tuesday, June 28, 2016.

Legislation Details (With Text)

File #:	16-249	**Version:**	1	**Name:**	
Type:	Contract			**Status:**	Consent Agenda
File created:	6/8/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	To Approve the Second and Final Amendment to Purchase Agreement to the Continuing Services Agreement for the Engineering Services for Design, Permitting and Services During Construction of Utility Conveyance System Upgrades & Expansion with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc. effective June 12, 2016 through June 11, 2017. (Utilities Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	RFQ-12-06-COC BUSSEN MAYER - Amendment #2 RFQ-12-06-COC WADE TRIM, INC. - Amendment #2 RFQ-12-06-COC Quentin Hampton				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 8, 2016
Agenda Date: June 28, 2016
Prepared By: Norma E. Hernandez, Administrative Assistant
Through: John A. Walsh, P.E., Utilities Director
Requested Action:
To Approve the Second and Final Amendment to Purchase Agreement to the Continuing Services Agreement for the Engineering Services for Design, Permitting and Services During Construction of Utility Conveyance System Upgrades & Expansion with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc. effective June 12, 2016 through June 11, 2017

BACKGROUND:

On May 8, 2012, City Council approved the final ranking of the short listed firms for RFQ Q-12-06-COC and authorized the City Manager and City Attorney to negotiate a contract for services with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc.

On June 12, 2012, City Council approved the Continuing Services Agreement for three years with the option to extend the term for two additional one-year terms with the same terms and conditions.

On April 28, 2015, City Council approved the first amendment to purchase agreement effective June 12, 2015 through June 11, 2016.

This is the second and final amendment to purchase agreement. Staff recommends approval of this amendment to purchase agreement with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc., effective June 12, 2016 through June 11, 2017.

STRATEGIC PLAN CONNECTION:

N/A

BUDGETARY IMPACT:

Budgeted	N/A
If not budgeted, is amendment/transfer attached?	N/A

PREVIOUS ACTION:

On May 8, 2012, City Council approved the final ranking of the short listed firms for RFQ- Q-12-06-COC and authorized the City Manager and City Attorney to negotiate a contract for services with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc.

On June 12, 2012, City Council approved the Continuing Services Agreement for three years with the option to extend the term for two additional one-year terms with the same terms and conditions.

On April 28, 2015, City Council approved the first amendment to purchase agreement effective June 12, 2015 through June 11, 2016.

RECOMMENDED MOTION:

To Approve the Second and Final Amendment to Purchase Agreement to the Continuing Services Agreement for the Engineering Services for Design, Permitting and Services During Construction of Utility Conveyance System Upgrades & Expansion with Bussen-Mayer Engineering Group, Inc., Quentin L. Hampton Associates, Inc., and Wade Trim, Inc. effective June 12, 2016 through June 11, 2017.

City of Cocoa
AMENDMENT TO PURCHASE AGREEMENT

RFQ-12-06-COC

Engineering Services for Design, Permitting, and Services
During construction of Utility Conveyance System Upgrades & Expansion

AMENDMENT #2

This amendment to the purchase agreement for Engineering Services for Design, Permitting and Services during Construction of Utility Conveyance System upgrades & Expansion for is made and entered into as of June 6, 2016 by and between the **City of Cocoa** and **Bussen-Mayer Engineering Group, Inc., 100 Parnell Street, Merritt Island, Florida 32953**

The agreement, entered into on June 12, 2012 is hereby amended to renew for twelve (12) additional months, at the same rate(s), terms, and conditions as stated in **Exhibit-A (attached)** commencing on June 12, 2016 and terminating on June 11, 2017.

The parties hereto duly execute this amendment to become effective as of the date and year first above written.

BUSSEN-MAYER ENGINEERING GROUP, INC.	**CITY OF COCOA**
By: Joseph W. Mayer	**By: Henry U. Parrish III**
(Name) Printed	(Name) Printed
President	**Mayor**
(Title)	(Title)
Signature 06/06/16	
Signature Date	Signature Date

CC: Carie Shealy, City Clerk
John "Jack" Walsh P.E., Utilities Director
Tammy Eastburn, Procurement Card Coordinator
Ben Hayner, Engineering Manager

EXHIBIT - A

BUSSEN-MAYER ENGINEERING GROUP, INC.
RFQ-12-06-COC
2nd AMENDMENT RATE SCHEDULE

HOURLY RATES

Chief Design Engineer	$135.00
Project Manager	$115.00
Surveyor	$105.00
Ecologist	$ 80.00
Engineer-Expert Witness	$150.00
Engineering Technician	$ 85.00
AutoCAD Technician	$ 70.00
2-Man Survey Crew	$100.00
Construction Inspector	$ 65.00
Clerical/Office Assistant	$ 45.00
Reimbursable Travel Expenses	$0.50/mile

City of Cocoa

AMENDMENT TO PURCHASE AGREEMENT

RFQ-12-06-COC

Engineering Services for Design, Permitting, and Services
During construction of Utility Conveyance System Upgrades & Expansion

AMENDMENT #2

This amendment to the purchase agreement for Engineering Services for Design, Permitting and Services during Construction of Utility Conveyance System upgrades & Expansion for is made and entered into as of June 6, 2016 by and between the **City of Cocoa** and **Wade Trim, Inc., 8745 Henderson Road Renaissance 5, Suite 220, Tampa, Florida 33634**

The agreement, entered into on June 12, 2012 is hereby amended to renew for twelve (12) additional months, at the same rate(s), terms, and conditions as stated in **Exhibit-A (attached)** commencing on June 12, 2016 and terminating on June 11, 2017.

The parties hereto duly execute this amendment to become effective as of the date and year first above written.

WADE TRIM, INC.	**CITY OF COCOA**
By: Holly Kremers for **Thomas Brzezinski**	By: **Henry U. Parrish III**
(Name) Printed	(Name) Printed
Vice President **Executive Vice President**	**Mayor**
(Title)	(Title)
Holly Kremers 6-7-16	
Signature Date	Signature Date

CC: Carie Shealy, City Clerk
John "Jack" Walsh P.E., Utilities Director
Tammy Eastburn, Procurement Card Coordinator
Ben Hayner, Engineering Manager

EXHIBIT - A

WADE TRIM, INC.
RFQ-12-06-COC
2nd AMENDMENT RATE SCHEDULE

HOURLY RATES

Professional Engineer IV	$183.00
Professional Engineer III	$177.00
Professional Engineer II	$132.00
Professional Engineer I	$109.00
Engineer III	$129.00
Engineer II	$102.00
Engineer I	$ 82.00
Professional Planner III	$158.00
Professional Planner II	$103.00
Professional Planner I	$ 94.00
Professional Landscape Architect III	$171.00
Professional Landscape Architect II	$125.00
Professional Landscape Architect I	$ 93.00
Senior Professional Surveyor	$136.00
Professional Surveyor	$119.00
Technician VI	$ 95.00
Technician V	$ 85.00
Technician IV	$ 75.00
Technician III	$ 65.00
Technician II	$ 55.00
Technician I	$ 45.00
Senior Technical Professional	$215.00
Project Administrator III	$133.00
Project Administrator II	$101.00
Project Administrator I	$ 81.00

Outside expenses and sub -consultants ..... Actual Cost times 1.00

Special billing rates will apply in matters requiring expert witnesses or other consulting as it relates to Legal matters.

EQUIPMENT BILLED SEPARATELY

Computer aided design & drafting (CADD)	$6.25/Per hour
GPS Equipment	$20.00/Per hour
Photo copies	$0.10/per copy
Color copies	$0.25/per copy
Travel	$0.575/per mile IRS standard Annual rate
3-D Laser Scanner	$95.00/per hour
Plotter	$1.40/per sheet

City of Cocoa
AMENDMENT TO PURCHASE AGREEMENT

RFQ-12-06-COC
Engineering Services for Design, Permitting, and Services
During construction of Utility Conveyance System Upgrades & Expansion
AMENDMENT #2

This amendment to the purchase agreement for Engineering Services for Design, Permitting and Services during Construction of Utility Conveyance System upgrades & Expansion for is made and entered into as of June 6, 2016 by and between the **City of Cocoa** and **Quentin L. Hampton Associates, Inc.** **4401 Eastport Parkway, Port Orange, Florida 32127.**

The agreement, entered into on June 12, 2012 is hereby amended to renew for twelve (12) additional months, at the same rate(s), terms, and conditions as stated in **Exhibit-A (attached)** commencing on June 12, 2016 and terminating on June 11, 2017.

The parties hereto duly execute this amendment to become effective as of the date and year first above written.

QUENTIN L. HAMPTON ASSOC., INC.	**CITY OF COCOA**
By: David King	**By: Henry U. Parrish III**
(Name) Printed	(Name) Printed
Vice President	**Mayor**
(Title)	(Title)
Signature 6/15/16	
Signature Date	Signature Date

CC: Carie Shealy, City Clerk
John "Jack" Walsh P.E., Utilities Director
Tammy Eastburn, Procurement Card Coordinator
Ben Hayner, Engineering Manager

EXHIBIT - A

QUENTIN L. HAMPTON
RFQ-12-06-COC
2nd AMENDMENT RATE SCHEDULE

HOURLY RATES

Expert Witness	$250.00
Principal/Project Manager	$175.00
Professional Engineer	$140.00
Subsurface Utility Engineering (SUE) Project Manager	$140.00
Engineer Interim	$100.00
SUE Project Coordinator	$ 75.00
Production Supervisor	$ 75.00
CADD/GIS Technician	$ 75.00
Construction Services Supervisor	$ 75.00
SUE Field Technician	$ 62.00
Federal Grant Compliance Specialist	$ 62.00
Grant/Funding Coordinator	$ 62.00
Construction Project Representative (Inspector)	$ 62.00
SUE Administrative Support	$ 50.00
Administration Support	$ 50.00

EQUIPMENT RATES

SUE Vacuum Excavator	$600.00 per day
SUE Ground Penetrating Radar (GPR)	$150.00 per day
SUE Truck	$300.00 per day

REIMBURSABLE EXPENSES:

Printing, SUE materials and other direct costs	Actual Cost
Sub-Consultant Services	Actual Cost Plus 10% Administration fee
Sales Tax	Actual Cost if/when sales tax is applicable
Travel	Mileage at current IRS per mile rates

SCHEDULE NOTES:

1. Schedule shall be subject to annual adjustments
2. Rates do not include sales tax

Legislation Details (With Text)

File #:	16-262	**Version:**	1	**Name:**	
Type:	Agenda			**Status:**	Consent Agenda
File created:	6/14/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Approve a Strategic Alliance Memorandum between the U.S. Small Business Administration and the City of Cocoa and authorize the Mayor to execute the same. (Community Services Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Strategic Alliance Memoradum (US SBA) 2016 June.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 14, 2016
Agenda Date: June 28, 2016
Prepared By: Joan A. Junkala, Economic Development Manager
Through: Steven P. Belden, AICP, Community Services Director
Requested Action:
Approve a Strategic Alliance Memorandum between the U.S. Small Business Administration and the City of Cocoa and authorize the Mayor to execute the same.

BACKGROUND:

The first Strategic Alliance Memorandum (SAM) between the City of Cocoa and the U.S. Small Business Administration (SBA) was executed in May 2012 for a period of two years, and was subsequently renewed upon its expiration in May 2014. The City of Cocoa and the SBA desire to renew this Memorandum to continue coordination and cooperation of mutually beneficial activities in the interest of small businesses within the City of Cocoa. Since the execution of the Memorandum, the City and the SBA has jointly hosted, directly and indirectly, eight (8) workshops and partnered on more than 21 projects concerning small business finance, HUBZone certification, government contracting, and other SBA-related activities.

The United States Small Business Administration (SBA) mission is "…to aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation…" In the course of carrying out that mission, SBA district offices deliver programs and services to the public and assists local governments as they assist the small business community.

Numerous university and industry studies, along with the SBA, report that over 52% of small businesses fail within their initial years of opening for business. Moreover, more than 2,000

businesses fail each year as a result of one unforeseen error. Interestingly enough, of the several reasons typically reported for the high failure rate among new businesses, the two most reported are poor management and under capitalization. Equally alarming is that research indicates that of the ten causes for failure, nine are foreseeable. SBA indicates the top reasons a small business fail are: 1) lack of experience; 2) insufficient capital; 3) poor location; 4) poor inventory management; 5) over-investment in fixed assets; 6) poor credit arrangements; 7) personal use of business funds; and 8) unexpected growth.

Over the past several years the City has worked to educate and inform our local businesses by holding a series of business workshops ranging from topics such as writing a business plan; financing; promotion and marketing; and management. In addition to successful members of the local business community assisting the City in conducting these workshops, SBA has been a vital resource. The City and SBA, specifically the Ft. Pierce district office, have been working collaboratively to educate and inform small business owners of various programs and services available to them. This Memorandum memorializes the existing collaborative partnership between the SBA and the City to aid our small business community and foster a more entrepreneurial local economy. The MOA also provides for information sharing between our respective agencies all to the benefit of the small business community.

STRATEGIC PLAN CONNECTION:

This agenda item is connected to the Economic Development and Community Development strategic issues.

BUDGETARY IMPACT:

There are no identifiable budgetary impacts as this is a working Memorandum of Agreement and commits no City fiscal resources.

PREVIOUS ACTION:

A Strategic Alliance Memorandum between the City of Cocoa and the U.S. Small Business Administration was executed in March 2014 and May 2012.

RECOMMENDED MOTION:

Approve a Strategic Alliance Memorandum between the U.S. Small Business Administration and the City of Cocoa and authorize the Mayor to execute the same.

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Strategic Alliance Memorandum

with the

United States Small Business Administration

and the

The City of Cocoa

I. PURPOSE

The United States Small Business Administration (SBA) and the **City of Cocoa** (each a "Party" or, collectively the "Parties") are joined by a common mission; **helping start, maintain, and expand small businesses.** The Parties will work together in the spirit of cooperation and open communications, consistent with law, with the primary goal of meeting the needs of the small business community.

The mission of Cocoa's government is to provide community supported services and programs designed to assure the safety and well being of all Cocoa's residents and businesses. The City of Cocoa is a non-profit government entity.

The mission of the SBA is to aid, counsel, assist and protect the interests of small business by providing financial, contractual and business development assistance and advocating on their behalf within the government. SBA district offices deliver SBA programs and services to the public. Each Party has separate services and resources which, when delivered in coordination with each other, will provide maximum benefits to the small business communities served.

The purpose of this Strategic Alliance Memorandum (SAM) is to develop and foster mutual understanding and a working relationship between the SBA and the **City of Cocoa** in order to strengthen and expand small business development in the local area. The Parties acknowledge that specific joint training and outreach activities contemplated under this SAM require further negotiations and a separate signed agreement developed pursuant to SBA's cosponsorship authority. Nothing in this SAM permits the **City of Cocoa** to use the SBA logo or seal. The "U.S. Small Business Administration" name shall be used only in a factual manner, consistent with applicable law, and shall not promote or endorse any products or services of any entity including but not limited to the **City of Cocoa.**

In order to further their common goals, the Parties agree to the following:

II. SCOPE AND RESPONSIBILITIES

SBA Undertakings:

Within the limits of its available and/or appropriated resources, the SBA through its **South Florida Area 2 District Office** will:

- Provide **City of Cocoa** with up-to-date information about SBA's programs and services.

- Make available, upon request, information regarding SBA's resource partners, including but not limited to, the Small Business Development Centers (SBDCs), SCORE, Women's Business Centers (WBCs) and the Veteran Business Outreach Centers (VBOCs) (collectively, "SBA's Resource Partners").
- Make available, upon request and subject to their availability, SBA pamphlets, brochures, and other publications.
- Advise the **City of Cocoa** of events that may impact its mission.
- Provide speakers, consistent with SBA rules and policy, to participate in the **City of Cocoa** workshops, conferences, seminars and other activities to discuss SBA financing, government contracting and other business topics.
- Invite the **City of Cocoa's** clients/members to attend local SBA-sponsored events and offer SBA-sponsored training at the **City of Cocoa's** location when appropriate.
- Provide a text-only hyperlink from SBA's website to the **City of Cocoa's** website pursuant to SBA's linking policies.
- Provide information to the **City of Cocoa's** staff on SBA programs and services available to local small businesses.
- Assign a local point of contact to serve as liaison between SBA and the **City of Cocoa**.

City of Cocoa Undertakings:
Within the limits of its available resources, the **City of Cocoa** will:

- Cooperate with SBA's Resource Partners to provide information to its clients/members about business development services to small businesses when appropriate.
- Keep abreast of and disseminate up-to-date information provided by SBA when appropriate.
- Make available to its clients/members SBA pamphlets, brochures, and other publications.
- Inform the **City of Cocoa's** small business clients/members of SBA's programs and services including referrals to SBA's Resource Partners when appropriate.
- Upon request, provide speakers for SBA-sponsored events when appropriate.
- Provide a text-only hyperlink from the **City of Cocoa's** website to SBA's website.
- Assign a local point of contact to serve as liaison between the **City of Cocoa** and SBA.

III. TERM

Cooperation under this SAM will commence upon signing by both Parties and will continue for a period of two years from date of signature unless otherwise terminated by one or both Parties as per paragraph V below.

IV. AMENDMENT

The Parties agree to consult each other on any amendment, modification or clarification to the provisions of this SAM. This SAM may only be amended or modified in writing and shall be consistent with applicable laws, regulations and SBA policy.

V. TERMINATION

Either Party may discontinue its participation under this SAM at any time, with or without cause, upon thirty (30) days written notice to the other Party.

VI. RELATIONSHIP

This SAM does not authorize the expenditure of any funds. Accordingly, this SAM shall not be interpreted as creating any binding legal obligations between the Parties nor shall it limit

either Party from participating in similar activities or arrangements with other entities. Nothing contained herein shall be construed to create any association, partnership, joint venture or relation of principal or agent or employer and employee with respect to **City of Cocoa** and SBA.

VII. RESPONSIBLE OFFICIALS

The responsible officials and points of contact for administrative matters pertaining to this SAM are:

The City of Cocoa

Steven P. Belden, AICP
Community Services Director
65 Stone Street
Cocoa, FL 32922
(321) 433-8522
sbelden@cocoafl.org

U.S. Small Business Administration:

Vincent J. LoPresti
Senior Area Manager
505 South 2nd Street, Suite 225
Fort Pierce, FL 34950
(772) 466-3176
vincent.lopresti@sba.gov

VIII. SIGNATURES

The signatories below represent that they have the authority to make such commitments on behalf of their respective organization:

U.S. Small Business Administration:

_____ _____
Mina Wales, Deputy Assistant Administrator Date
Office of Communications and Public Liaison

_____ _____
Francisco Marrero, District Director Date
South Florida District Office

The City of Cocoa:

_____ _____
Henry U. Parrish, III, Mayor Date

Legislation Details (With Text)

File #:	16-229	**Version:**	1	**Name:**	
Type:	Report			**Status:**	Public Hearing
File created:	5/31/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Conduct final Public Hearing to approve the City of Cocoa FY 2016/2017 CDBG & HOME Action Plan and the 2016/2020 Five-Year Consolidated Plan; authorize submission of the Plans to the U.S. Department of Housing and Urban Development (HUD); and authorize the Mayor to sign all subsequent certifications and agreements. (Community Services Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Conf FL Today AD.pdf 1 Consolidated Plan & Action Plan cover & TOC.pdf 2 SF424.pdf 3 Consolidated Plan Action Plan1.pdf 4 Appendix Consolidated Plan Certifications.pdf 5 Appendix CPP.pdf 6 Appendix Maps.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 1, 2016
Agenda Date: June 28, 2016
Prepared By: Nancy A. Dresser, Deputy Community Services Director
Through: Steven P. Belden, AICP, Community Services Director
Requested Action:
Conduct final Public Hearing to approve the City of Cocoa FY 2016/2017 CDBG & HOME Action Plan and the 2016/2020 Five-Year Consolidated Plan; authorize submission of the Plans to the U.S. Department of Housing and Urban Development (HUD); and authorize the Mayor to sign all subsequent certifications and agreements.

BACKGROUND:

The City of Cocoa anticipates receiving $169,584 in Community Development Block Grant (CDBG) funds and $72,045 in HOME grant funds for Fiscal Year 2016/2017 from the U.S. Department of Housing and Urban Development (HUD). The City receives HOME funds from HUD as part of the Brevard County HOME Consortium, which is composed of the cities of Cocoa, Melbourne, Palm Bay, Titusville, and Brevard County. The anticipated allocation of HOME funds is a full allocation. The three (3) year repayment of $71,400 expended by Central Florida Community Development Corporation (CFCDC) for the Regina Myra Subdivision is complete.

The overall purpose of the CDBG Program is the development of viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities principally for persons of low- and moderate income. Eligible activities include public services, public facilities and improvements, housing, code enforcement, clearance and demolition, economic development, acquisition, and disposition. At least 70% of all CDBG funds must be expended on program activities benefiting low- and moderate income persons. HOME Program funds can only be used for housing activities benefiting low- and moderate income persons.

Based on priorities and goals identified in the FY 2016/2020 Five-Year Consolidated Plan, the City of Cocoa developed a one year Action Plan, which identifies community development projects that shall be undertaken between October 1, 2016 and September 30, 2017.

As required by HUD and the City's Citizen Participation Plan, an ad was placed in the Florida Today newspaper summarizing the proposed projects and a 30 day public comment period. The 30 day public comment period began May 19, 2016 and ends on June 20, 2016. To date no comments have been received.

Projects were advertised with the approximate funding amounts of $180,969 for CDBG and $66,189 for HOME in accordance to Council's approved recommendations on February 9, 2016. However, the City has since received the actual grant allocations of $169,584 for CDBG and $72,045 for HOME. The CDBG allocation decreased by $11,850 and the HOME allocation increased by $5,856. The below project amounts have been adjusted accordingly.

PROPOSED FINAL STATEMENT OF CDBG PROJECTS FOR FY 2016/2017

PUBLIC SERVICES:	
Community Services Council (*meals on wheels & seniors at lunch)*	$ 7,430
Central Brevard Sharing Center (*community kitchen)*	$ 7,076
Early Learning Coalition of Brevard *(subsidized child care)*	$ 6,388
Salvation Army (domestic violence shelter meals)	$ 4,543
HOUSING AND PUBLIC FACILITIES IMPROVEMENTS:	
Section 108 Loan Program	$ 40,000
City-Code Enforcement Initiated Demolitions	$ 30,231
Housing Authority of the City of Cocoa	$ 40,000
ADMINISTRATION:	
CDBG Administration and Operational funds	$ 32,866
Fair Housing Education & Outreach	$ 1,050
TOTAL CDBG FUNDS:	**$169,584**

PROPOSED FINAL STATEMENT OF HOME PROJECTS FOR FY 2016/2017

Housing: CHDO/Housing Activity	$ 66,281
HOME Administration and Operational funds	$ 5,764
TOTAL HOME FUNDS:	**$ 72,045**

Staff is requesting Council hold the second and final public hearing on the proposed FY2016/2017

Action Plan and the 2016/2020 Consolidated Plan and then approve the plans for submission to HUD and authorize the Mayor to sign all subsequent certifications and agreements.

STRATEGIC PLAN CONNECTION:

Community Development (Redevelopment of the City's Core) - Supporting these projects in the City will raise the quality of life for its residents, especially those underserved and disadvantaged.

BUDGETARY IMPACT:

No budget impact in FY2015/2016

PREVIOUS ACTION:

Held Public Hearing on February 9, 2016, to obtain the views of citizens on housing and community development needs; approved recommendations on FY 2016/2017 CDBG and HOME Program funding; and approved notice to solicit public comment and notice of final Public Hearing.

RECOMMENDED MOTION:

Conduct final Public Hearing to approve the City of Cocoa FY 2016/2017 CDBG & HOME Action Plan and Five-Year Consolidated Plan; authorize submission of the Plan to the U.S. Department of Housing and Urban Development (HUD); and authorize the Mayor to sign all subsequent certifications and agreements.

FLORIDA TODAY
FLORIDATODAY.com
A GANNETT COMPANY

Classified Ad Receipt
(For Info Only - NOT A BILL)

Customer: CITY OF COCOA (TE)

Address: 65 STONE ST
COCOA FL 32922
USA

Ad No.: 0001278228
Pymt Method Invoice
Net Amt: $220.90

Run Times: 1

No. of Affidavits: 1

Run Dates: 05/19/16

Text of Ad:

AD#1278228 5/19/2016

NOTICE OF PUBLIC HEARING
CITY OF COCOA'S 2016/2020 FIVE-YEAR CONSOLIDATED PLAN, PROGRAM YEAR 2016/2017 CDBG & HOME ACTION PLAN PROPOSED FINAL STATEMENT OF OBJECTIVES AND USE OF FUNDS, AND AMENDMENT TO THE CITIZEN PARTICIPATION PLAN

The City of Cocoa expects to receive $169,584 in Community Development Block Grant (CDBG) Entitlement funds and $71,664 in HOME Investment Partnership funds for Program Year 2016/2017. Funds may be used for eligible activities, such as housing rehabilitation, land acquisition, public services, public facilities and improvements, or demolition and clearance. In addition, the Consolidated Plan allows jurisdictions to develop strategies for a five (5) year period, using combined funding sources, to address housing and community needs. The Cocoa City Council will hold a second and final public hearing on Tuesday, June 28, 2016 at 6:00 pm in Council Chambers, located at 65 Stone Street to make available for final comments on the Proposed 2016/2020 Consolidated Plan and final statement of objectives and projected use of funds for program year 2016/2017 Action Plan. The City of Cocoa will also accept comments on amending the Citizen Participation Plan to incorporate new Fair Housing Assessment guidelines.

The purpose of the City's Community Development Block Grant Program is the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low/moderate income. The HOME program funds support housing and housing related services provided to low/moderate income households.

PROPOSED FINAL STATEMENT OF CDBG PROJECTS FOR PROGRAM YEAR 2016/2017

PUBLIC SERVICES:	
Community Services Council (meals on wheels & seniors at lunch)	$7,430
Central Brevard Sharing Center (community kitchen)	$7,076
Early Learning Coalition of Brevard (subsidized child care)	$6,388
Salvation Army (meals in domestic violence shelter)	$4,543
HOUSING AND PUBLIC FACILITIES IMPROVEMENTS:	
Section 108 Loan Guarantee Program (public facility and improvements)	$40,000
Community Services-Clearance (code enforcement initiated demolitions)	$30,231
Housing Authority of the City of Cocoa (rehab of rental units)	$40,000
ADMINISTRATION:	
CDBG Administration and Operational funds	$32,866
Fair Housing Education & Outreach	$1,050
TOTAL CDBG FUNDS	$169,584

PROPOSED FINAL STATEMENT OF HOME PROJECTS FOR PROGRAM YEAR 2016/2017

HOUSING: CHDO/Housing Activity	$53,931
Housing for the Homeless (rehab of unit for veterans)	$12,000
HOME Administration and Operational funds	$5,733
TOTAL HOME FUNDS	$71,664

Copies of the City of Cocoa's 2016/2020 FIVE-YEAR CONSOLIDATED PLAN, 2016/2017 CDBG & HOME ACTION PLAN & PROPOSED PROJECTS, and amended Citizen Participation Plan will be available at City Hall, Community Services Office, 65 Stone Street and at the Central Brevard County Library, at 308 Forest Avenue, Cocoa, Florida as of May 19, 2016. All citizens are invited and encouraged to make oral or written comments beginning May 19, 2016 through June 20, 2016 and to attend the final public hearing on June 28, 2016. Persons with disabilities or non-English speaking persons requiring special accommodations to participate in the hearing should contact Ellen Heuser at the City of Cocoa at (321) 433-8520 within 72 weekday hours of the hearing. Written comments must be submitted in person or by mail. Oral comments will also be accepted at the public hearing scheduled for Tuesday, June 28, 2016.

DRAFT

FY 2016/2020 CONSOLIDATED PLAN

&

FY 2016/2017 ACTION PLAN





Prepared by the:

City of Cocoa
Community Services Department
65 Stone Street
Cocoa, Florida 32922
Phone: (321) 433-8520

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Executive Summary

ES-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The U.S. Department of Housing & Urban Development (HUD) outlines the Consolidated Plan requirements that each state and local jurisdiction which receives federal funding must comply with in order to continue to receive government allocations. A consolidated planning document allows jurisdictions to develop strategies for a five (5) year period, using combined funding sources, to address housing and community needs. The overall goals of the Plan are to: develop viable urban communities by providing decent, safe and sanitary affordable housing; create suitable living environments; and expand economic opportunities for low and moderate income individuals and families.

The plan encourages jurisdictions to expand and strengthen local partnerships with for-profit and non-profit organizations, local citizen groups, private sector businesses and government agencies. This requires a planning process that generates citizen involvement by allowing the community to work together to share resources and plan cooperatively to advance community goals more effectively. The Plan provides a comprehensive vision for the community as a whole addressing such issues as affordable housing, adequate infrastructure, fair housing, economic development and human development.

Cocoa is a direct entitlement community for CDBG funds. However, this is not the case with the HOME funds. The City of Cocoa, in partnership with Brevard County and the cities of Melbourne, Palm Bay, and Titusville receives HOME funds through a consortium. The Brevard County HOME Consortium (Consortium) brings together the cities and the unincorporated areas of the County.

The County is designated as the lead agency. Since Cocoa is part of the Consortium, the HOME portion of the Consolidated Plan, including strategies for HOME funding, must be submitted to HUD in a combined manner to incorporate all funding strategies into one document that will represent the entire County. For this purpose, Cocoa will submit to the County, local housing and community development needs.

The Plan is developed and submitted using an online tool that is part of HUD's Integrated Disbursement and Information System or IDIS. The format of the Plan and the subject areas to be covered are established by HUD. The Plan also includes mandatory tables, many of which are pre-populated with data supplied by HUD. In some instances, the City of Cocoa has replaced these numbers with alternative data, and supplemented the HUD-supplied data with other local statistics. These instances are noted and sources cited where applicable.

2. Summary of the objectives and outcomes identified in the Plan

Specific objectives identified in the Consolidated Plan and the City of Cocoa's CDBG Five Year Strategic Plan includes the areas of housing, homelessness, special needs, and non-housing community development needs such as:

Housing: Preserving existing affordable housing; producing new affordable homes in target areas; mixed-income rental units city-wide; rehabilitation of rental units serving veterans or special needs; providing home ownership opportunities for those wishing to own their own home; providing services to educate home buyers regarding the mortgage process; enabling homeowners through education and counseling to retain their home; and demolishing structures that are substandard and unfit for human habitation.

Homeless: Providing transitional housing to address the increasing population impacted by current real estate market conditions and labor force reductions; establishing facilities for substance abusers, mentally ill, dually diagnosed, and support case management services for ex-offenders; support activities to fill gaps in Brevard County's Continuum of Care and to respond to urgent community needs; support increased permanent supportive housing and transitional beds for persons with special needs to include housing for unaccompanied homeless youth and homeless veterans.

Special Needs: Objectives are to provide facilities to temporarily house chemically dependent or dually diagnosed individuals; support services to youth; support provision of additional independent living facilities with supportive services for the developmentally disabled, mentally ill, physically disabled, and persons with AIDS (including rental assistance for persons with AIDS); rehabilitate facilities providing supportive housing and provide services to enable the elderly to remain in their homes.

Non-Housing Community Development Needs: Design and construct comprehensive infrastructure and streetscape improvements, enhance safety and sustainability, support neighborhood-based organizations in sponsoring clean-up campaigns, signage, etc. and provide other technical assistance as needed. Support the design and construction of neighborhood parks and community centers in the target areas. And also address unsafe structures and/or slum and blight in predominately low-income areas through demolition.

3. Evaluation of past performance

The City of Cocoa met the 1.5 expenditure deadlines during FY2011-2016. During 2011-2016, the period covered by the previous 5-year Plan, major accomplishments were:

- Four (4) families were provided homeownership assistance.
- A local Charter School in one of the city's low income target areas was provided with hurricane impact shutters.
- 30 families received housing repair assistance.
- The City continued its partnership with Habitat for Humanity to build affordable housing.
- 47 vacant and abandoned structures were demolished.
- 167 Victims of Domestic Violence were assisted.
- 32 individuals/or families were provided mental health counseling services.
- 14 individuals were provided with mental health and substance abuse classes.
- 8,126 individuals/or families that are homeless or are at risk of homelessness were provided meals.
- 707 elderly individuals were provided meals.
- 143 children were provided with comprehensive child care services.
- 25 troubled youth were provided with a comprehensive assessment.
- Storm water and drainage improvements were completed within the Diamond Square RDA (Census Tract 626).
- 2 handicap individuals were provided with ADA home modifications.

4. Summary of citizen participation process and consultation process

As previously mentioned, the FY 2016-2020 Strategic Plan was developed under the process used for the FY 2016-2020 Consolidated Plan by the Brevard County HOME Consortium since both plans was developed concurrently.

An extensive community outreach program was conducted in the development of this Consolidated Plan to ensure the plan responds to community needs. The outreach effort included:

- A Housing and Community Development Needs Survey was developed and distributed to over 8,000 residents in low-income neighborhoods in Brevard County for input regarding community needs.
- A Social Service Provider Survey was developed and distributed to more than seventy (70) providers to help determine the capacity and gap of services being provided throughout Brevard County, including Cocoa.
- The City participated in a workforce event and received input from those that attended who live in Cocoa by providing a survey form to fill out.
- The City distributed surveys to agencies that assist low-income Cocoa citizens.
- A survey was available at City Hall for Cocoa citizens to fill out.

- A survey was posted on the City's website for Cocoa citizens to fill out.

The FY 2016-2020 Consolidated Plan was distributed at the Brevard County libraries, Cocoa West Community Center, Cuyler Park Community Center, and Woody Simpson Community Center with a notation that each individual consortium member's FY 2016-2020 Strategic Plan as well as the FY 2016-2017 Action Plan could be viewed at their City.

5. Summary of public comments

Of surveys received, below are the written comments:

- Only do things that help everyone.
- One of the key "hidden" issues is the endemic homelessness and the lack of available affordable housing for the homeless
- Should only be spent on creating jobs, no welfare, no free ____.
- Please investigate S.T.E.P.S. Program in Cocoa (very corrupt)
- Stop exploitation of the elderly. Get rid of low income housing for all. Keep our elderly separate and safe from others.
- Inside walking like community center in Tennessee.

6. Summary of comments or views not accepted and the reasons for not accepting them

There were no comments or views that were not accepted by the City.

7. Summary

- Community Facilities- Parks & Recreation Facilities, Youth Centers, Senior Centers, and Community Centers were ranked as a high need.
- Community Services-Youth Activities, Anti-Crime Programs, Health Services, Senior Activities, Health Services and Child Care Services were ranked as a high need.
- Infrastructure-Sidewalk Installation, Street Lighting/Streetscaping, and Drainage Improvements were ranked as a high need.
- Special Needs Services-Neglected/Abused Children Services, Homeless Services/Shelters, Domestic Violence Services, Centers/Services for Disabled and Substance Abuse Services were ranked as a high need.
- Housing-Housing for Elderly, Housing Repairs, Affordable Rental Housing, Housing for Special Needs and Down Payment Assistance were ranked as a high need.
- Neighborhood Services- Demolition of Unsafe Buildings, Emergency Home Repairs and Code Enforcement were ranked as a high need.
- Business & Jobs-Job Creation/Retention and Employment Training were ranked as a high need.

The Process

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	City of Cocoa	Community Services Department/Housing & Neighborhood Services

Table 1– Responsible Agencies

Narrative

The City of Cocoa is a direct entitlement community for Community Development Block Grant (CDBG) funds. However, this is not the case with the HOME funds. The City of Cocoa, in partnership with Brevard County and the cities of Melbourne, Palm Bay, and Titusville receives HOME funds through a consortium. The Brevard County HOME Consortium (Consortium) brings together the cities and the unincorporated areas of the County.

Consolidated Plan Public Contact Information

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PR-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

Housing is, and will always be, the critical component to ending chronic homelessness. The primary manner in which the City will eliminate chronic homelessness is through its continued collaborative association with the Brevard Homeless Coalition and its support of local community-based service providers.

Also via association with Brevard Homeless Coalition and support of local community-based service providers, the City will aid individuals and families in receiving the necessary services to reduce and prevent the potential of becoming homeless. These services include mortgage, rent and utility payment assistance; transitional and emergency housing; community kitchens; domestic violence; mental health services and substance abuse treatment. The primary manner in which the City will aid persons in need of services will be through the 211 Brevard referral network, an online database of community service providers.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

In order to improve the living environment of the extremely-low and low-income households that reside in public housing, the Housing Authority of the City of Cocoa (Authority), has developed a self-sufficiency program available to public housing residents. This program addresses issues such as: elimination of drug use, a literacy program that is part of the continuing education program, GED training, job training and business development. The economic self-sufficiency programs can include job training, employment counseling, work placement, basic skills training, education, English proficiency, financial or household management, apprenticeship, or any other program necessary (such as substance abuse or mental health treatment).

The City of Cocoa reviews and certifies the Authority's annual plan and five (5) year plan. The City reviews proposed capital improvements, proposed development demolition or disposition of public housing developments and ensures the goals, objectives, and strategies of the Authority support the priority needs addressed in the City's Consolidated Plan.

The following is a list of primary agencies located and or serving persons within the City of Cocoa:

Brevard County Family & Children Services - Provides food, counseling and emergency financial assistance that includes rental, utilities, medical, lodging, and transportation expenses.

Central Brevard Sharing Center – Provides food, clothing, emergency rent, medical or financial assistance, cold weather shelter, and meals on a daily basis.

Housing for Homeless Program - Provides units in Cocoa for homeless and special needs, 130 county wide. Twelve units provide permanent long-term affordable housing for persons with mental illness and other special needs; ten units provide transitional housing for homeless, special needs individuals and families with children. The remaining two units are used for the provision of special services such as counseling and miscellaneous support services.

Early Learning Coalition of Brevard County – Assists working parents in finding and paying for child care services, and offers parenting classes and support groups for teen mothers.

Crosswinds – Programs for children and young people and their families including Emergency Youth Crisis Shelter; 24-Hour Crisis, Info & Referral Line, Community Counseling; Transitional Living Program; Foster Care; Intensive Delinquency Diversion Services; Juvenile Assessment Center; Project Safe Place; and Brevard Job Link Youth Services.

The Salvation Army - Provides emergency food, clothing, counseling, and financial assistance for rent, utilities, and medical prescription.

The Salvation Army Domestic Violence Shelter - Provides food, clothing, counseling and housing for women and children of domestic violence.

North Brevard Charities Sharing Center – Provides food, clothing, counseling, financial assistance, emergency housing, transitional housing, and permanent rental housing.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

Homelessness is a prevailing situation that exists throughout Brevard County. The Housing for Homeless Agency provides supportive services, transitional housing and assistance with securing long term permanent housing to homeless families and individuals with over 130 units county wide. The City of Cocoa and Brevard County provides financial assistance to the Housing for Homeless.

City staff also participates in a continuum of care process which recently became a 501(c)(3) as the Brevard Homeless Coalition. This process is supported by numerous homeless providers and municipalities throughout the County. City staff attends meetings that are held on a monthly basis. The City of Cocoa will continue to assist homeless services providers with seeking and securing needed financial assistance for the provision of services.

Those at risk of becoming homeless include one-parent families; dysfunctional substance abusers; released prison inmates; battered spouses; persons in extended employment training programs; persons receiving emergency assistance; persons in self-sufficiency programs; and households with income at 0% - 30% AMI, paying more than 30% of their income for housing or who are doubled-up with family or friends. According to Brevard Homeless Coalition, the homeless population for Brevard County recorded in 2015 was 1,178 and in 2016 was 827.

These populations often require temporary and or transitional housing in conjunction with such diverse supportive services as childcare, social supports (e.g., self-help groups), health care, mental health care, substance abuse counseling and treatment, transportation, job training, and programs that address the social emotional and educational needs of children. Within Cocoa, there are a number of social service agencies and churches that provide homeless assistance programs which include preventive services, short-term/long-term housing/ and emergency food, clothing and financial assistance. The following is a list of primary agencies located and or serving the homeless within the City of Cocoa:

Brevard County Family & Children Services - Provides food, counseling and emergency financial assistance that includes rental, utilities, medical, lodging, and transportation expenses.

Central Brevard Sharing Center – Provides food, clothing, emergency rent, medical or financial assistance, cold weather shelter, and meals on a daily basis.

Housing for Homeless Program - Provides 22 apartment homes in Cocoa for homeless and special needs. Twelve units provide permanent long-term affordable housing for persons with mental illness and other special needs; ten units provide transitional housing for homeless, special needs individuals and families with children. The remaining two units are used for the provision of special services such as counseling and miscellaneous support services.

The Salvation Army - Provides emergency food, clothing, counseling, and financial assistance for rent, utilities, and medical prescription.

The Salvation Army Domestic Violence Shelter - Provides food, clothing, counseling and housing for women and children of domestic violence.

North Brevard Charities Sharing Center – Provides food, clothing, counseling, financial assistance, emergency housing, transitional housing, and permanent rental housing.

The Coordinated Assessment (CA) process for the Brevard Homeless Coalition (BHC) includes a Front-Line/Diversion Specialist at 211 Brevard and specialized crisis response and diversion assistance to individuals and families at risk of or experiencing homeless. The Front-Line/Diversion Specialist provides the manpower for tracking frontline interactions and follow-

up; and will assess with the Vulnerability Index & Service Prioritization Decision Assistance (VI-SPDAT) Tool and make referrals to an Emergency Shelter.

CA is responsible for coordinating frontline housing crisis response across Brevard County, including targeted street outreach, diversion, and discharge planning functions. The CA process also has a CHAT Leader (Coordinated Housing Assessment Team) that works with the HOT (Housing Outreach Team) Leader and together collaborate to house those with the highest priority housing need. Housing Case Managers meet weekly with the leaders for housing placement of those with the highest acuity on their assessment.

In addition, BHC engages the Outreach teams of National Homeless Veteran's Support, Volunteers of America, Crosswinds and the Veteran's Administration when they attend a weekly Coordinated Housing Assessment Team meeting to help engage and house those who are the highest acuity. Also, through HUD and ESG funding, Crosswinds Youth maintains staff that provides outreach for those Youth who are homeless in Brevard.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

Brevard Homeless Coalition has set up policies and procedures for applying for and allocating ESG grant funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

The City's Community Services Department is an integral component in the coordination between the City, agencies, groups, organizations, non-profit human service providers and the community. Brevard County, as a lead agency of the HOME Consortium, along with the City consulted with the advisory groups including the CDBG Advisory Board, Affordable Housing Committee, Cocoa West Neighborhood Meeting, Clearlake Neighborhood Meeting, the Housing Authority of the City of Cocoa, the Housing Authority of Brevard County, Re-entry Task Force, Brevard Commission on Aging and the Brevard Homeless Coalition. These advisory groups provided information on community needs and affordable housing needs and completed the "Needs Assessment" survey.

Table 2– Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	Aging Matters in Brevard
	Agency/Group/Organization Type	Services-Elderly Persons Grantee Department Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Public Hearing, Housing Needs Assessment and Non-Homeless Special Needs. Organization assisted by having clients complete surveys.
2	**Agency/Group/Organization**	NORTH BREVARD CHARITIES SHARING CENTER
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Community Meeting, Housing Need Assessment, Homeless Needs - Chronically homeless, Homeless Needs - Families with Children, and Non-Homeless Special Needs.
3	**Agency/Group/Organization**	Early Learning Coalition of Brevard, Inc.
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Public Hearing. Housing Need Assessment, Homeless Needs - Families with Children and Non-Homeless Special Needs.
4	**Agency/Group/Organization**	Emma Jewel Charter School
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Community Meeting, Housing Need Assessment, Homeless Needs - Families with Children and Non-Homeless Special Needs.
5	**Agency/Group/Organization**	CENTRAL BREVARD SHARING CENTER
	Agency/Group/Organization Type	Services - Housing Services-homeless Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Community Meeting, Housing Need Assessment and various Homelessness Needs. Organization assisted by having clients complete written surveys.
6	**Agency/Group/Organization**	Housing Authority of the City of Cocoa
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in the Community Meeting, Housing Need Assessment and Public Housing Needs.
7	**Agency/Group/Organization**	Fair Housing Continuum Inc
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in community meetings held by the Consortium and provided input on fair housing testing, training and outreach needs.
9	**Agency/Group/Organization**	BREVARD COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted EDC of Florida's Space Coast, Brevard County's Economic Development Office. The EDC provide Economic Development input.
10	**Agency/Group/Organization**	Brevard Homeless Coalition, Inc.
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in community meetings held by the Consortium and provided input on homelessness needs.
11	**Agency/Group/Organization**	The Salvation Army, a Georgia Corporation
	Agency/Group/Organization Type	Housing Services - Housing Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in community meetings held by the Consortium and provided input on housing and homelessness needs for victims of domestic violence.
12	**Agency/Group/Organization**	COMMUNITY HOUSING INITIATIVE TRUST, INC.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in community meetings held by the Consortium and provided input on housing needs and the market analysis.
13	**Agency/Group/Organization**	The Children's Hunger Project, Inc.
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Organization participated in community meetings held by the Consortium and provided input on service needs for children.
14	**Agency/Group/Organization**	BREVARD COUNTY PARKS & RECS.
	Agency/Group/Organization Type	Services-Children Other government - County
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Brevard County Parks & Recreation was consulted on recreation facilities for residents and children.

Identify any Agency Types not consulted and provide rationale for not consulting

There were no Agency Types that were not consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	**Lead Organization**	**How do the goals of your Strategic Plan overlap with the goals of each plan?**
Continuum of Care	Brevard Homeless Coaliton	The Continuum of Care (CoC) conducts homeless counts, surveys of the homeless population, and strategic planning to end homelessness. Consistent with the goals of the CoC.
SHIP Local Housing Assistance Plan	City of Cocoa	The Plan identifies housing strategies and allows the City to create partnerships that produce and preserve affordable homeownership and multifamily housing.
Comprehensive Plan-Housing Element	City of Cocoa	The Housing Element is the City's chief policy document for the development of affordable and market rate housing.
Housing Authority 5 Year and Annual Plan	Housing Authority of the City of Cocoa	The Plan identifies how the PHA will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

Priority needs and specific objectives were those identified by community stakeholders, non-profits, public housing residents, for-profit developers, community surveys, interested groups, concerned citizens, and elected officials. The Consortium held a total of eleven (11) public meetings throughout the county to solicit community input and ideas. Information gathered from these meetings along with City meetings, public input at other various meetings, and census data, assisted in developing the Priority Needs for Affordable Housing and Community Development services and projects. Meetings were conducted in the later part of 2016 with the Brevard County HOME Consortium to discuss the outline and schedule for the Plan including:

- Citizen Participation Plan
- Institutional Structure
- Monitoring
- Housing Needs
- Homelessness
- Public Housing Strategy
- Barriers to Affordable Housing

The priority needs and objectives were approved by City Council and involved extensive citizen participation components as well as a public hearing process.

The City of Cocoa will continue to partner with local public and private agencies to help administer CDBG and HOME programs covered by the Consolidated Plan to ensure that the overall needs of the community are met. Community Housing Development Organizations (CHDO's) currently involved in the administration of programs are:

Community Housing Initiative, Inc.–provides credit counseling, foreclosure prevention counseling, rehabilitation counseling, refinancing counseling and homebuyer education. CHI served as the developer for the Regina Myra Infill Housing Project and a HOME Infill Program.

North Brevard Charities Sharing Center – provides transitional housing to women and children, and low/mod income families in need of temporary housing. Five (5) units in Cocoa were funded through the Transitional Housing Program. Also, they served as the developer for the HOME Infill program.

The City's Community Services Department is an integral component in the coordination between the City, non-profit human service providers and the community. The City will

continue to oversee the City's human service program which involves: development of an application and review schedule for citizen input; hold needs assessment meetings to determining changing needs; meeting with human service providers to provide technical assistance and input; providing support to the staff review committee for recommendations of funding allocations to City Council; and monitoring sub-recipients.

The City consulted with the following state, regional planning and local areas of government such as:

- State of Florida-Florida Housing Finance Corporation and Florida Housing Coalition, Inc.
- East Central Florida Regional Planning Council
- Brevard County HOME Consortium, Brevard County Parks & Recreation and the EDC of Florida's Space Coast.
- Housing Authority of the City of Cocoa
- Career Source Brevard

PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City's Community Services Department is an integral component in the coordination between the City, agencies, groups, organizations, non-profit human service providers and the community. Brevard County, as the lead agency of the HOME Consortium, along with the City consulted with the advisory groups including the CDBG Advisory Board, Affordable Housing Council, Cocoa West Neighborhood Meetings, Clearlake Neighborhood Meetings, the Housing Authority of the City of Cocoa, The Housing Authority of Brevard County, Re-entry task force, Brevard Commission on Aging, and the Brevard Homeless Coalition. These advisory groups provided information on community needs and affordable housing needs, and completed the "Needs Assessment" survey. These consultations, meetings, and surveys shaped the City's goals.

The CDBG citizen participation plan indicates that all federal regulations regarding public comment periods and participation will be followed by the City of Cocoa. The City encourages the public to review documents concerning the CDBG program and provide feedback when desired and needed. Representatives of participating cities of the Brevard County HOME Consortium, Brevard County, the Housing Authority of the City of Cocoa and other stakeholders were notified of funding and emailed from a database of interested parties. Notification was also posted in the Florida Today, a local newspaper. Various community meetings were held and a public hearing was held on February 9, 2016 to gather input regarding the CDBG program and potential projects.

Project funding was approved by the Cocoa City Council on June 28, 2016. The FY16-17 Annual Action Plan was made available for public comment May 19, 2016- June 20, 2016. An announcement of the notice of a 30-day comment period was published in local newspaper and on the City website.

2. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Please see Page 4 for public comments.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Notice was posted in Florida Today of first Public Hearing at Cocoa City Council Meeting to listen to presentations of agencies requesting CDBG Public Service funding.	There were no comments received	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Notice was posted in Florida Today of final public hearing to receive comments on the City's 2016-2020 Consolidated Plan, FY16/17 Action Plan, and amendment to the Citizen Participation Plan to include the Fair Housing Assessment requirements.	There were no comments received.	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	An online survey was available for Cocoa residents to provide input on needs of the City.	See page 4 summary of public comments received.	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Staff Attended an employment fair and had surveys available for Cocoa residents to respond to needs of the City.	See page 4 summary of public comments received.	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	City Hall Survey	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	A survey was available for residents to provide input at Cocoa City Hall.	Of surveys received, below are the written comments: Only do things that help everyone. One of the key hidden• issues is the endemic homelessness and the lack of available affordable housing for the homeless. Should only be spent on creating jobs, no welfare, no free __. Please investigate S.T.E.P.S. Program in Cocoa (very corrupt) Stop exploitation of the elderly. Get rid of low income housing for all. Keep our elderly separate and safe from others. Inside walking like community center in Tennessee.	There were no comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Staff attended the Cocoa Housing Authority Board meeting.	There were no comments received.	There were no comments not accepted.	

Table 4– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The housing needs assessment is based on an analysis of housing problems by income level, tenure, and households with special needs.

Data in this section was drawn primarily from HUD's Comprehensive Housing Affordability Strategy (CHAS) data set, which is a special tabulation of 2008-2012 American Community Survey (ACS) data from the Census Bureau. The CHAS data describes housing problems, such as overcrowding or incomplete kitchen and/or plumbing facilities, as well as cost burden, which occurs when a household pays more than 30% of its gross income on housing costs. Extreme cost burden occurs when a household pays more than 50% of its gross income on housing costs.

Supplemental data was drawn from the 2008-2012 ACS 5-Year Estimates and other sources to provide additional context when needed. Disability statistics were unavailable at the 5-year estimate level and were instead drawn from the 2011-2013 ACS 3-Year Estimates.

Based on the data and analysis included within this section, the following conclusions relative to housing needs in the City of Cocoa for all household types, income groups and racial/ethnic groups can be made:

- "Cost-burdened" households pay more than 30% of income for rent or mortgage costs.
- In 2008, 1,933 Cocoa households (26%) pay more than 30% of income for housing. By comparison, 29% of households statewide are cost-burdened.
- 895 households in Cocoa (12%) pay more than 50% of income for housing.
- Among renter households, 31% of households had the highest level of cost burden (i.e., housing costs between 30% and 50% of household income).
- Among owner households, 20% of households had the highest level of cost burden (i.e., housing costs between 30% and 50% of household income).
- 5,035 households in Cocoa (67%) are made up of 1-2 persons (small related) in 2008.
- 27% of these households pay more than 30% of income for rent or mortgage costs.
- Black/African American households with housing cost burden paying more than 50% are the largest segment of households with a housing cost burden. Numerically, Black households had the largest number of households with a disproportionately greater housing cost burden.
- Hispanic households had the second highest numeric level.

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Continued improvements to public facilities in designated low/moderate areas were determined to be a priority. The City continues to concentrate on recreational facilities within these target areas. The City also supports private agencies by providing community centers that will offer space for agencies to assist citizens. In particular, two (2) of the most mentioned needs were youth centers and senior centers. The City is hoping that via public/private partnerships, and a future application for the Section 108 Loan Guarantee Program this need may begin to be addressed. As stated earlier, the City will be applying for a Section 108 Loan Guarantee to assist in the development of a Community Center within Census Tract 626, a predominately low-income area. The community center will provide office space for agencies to provide services within the target area.

How were these needs determined?

Public facilities needs were identified through a variety of methods and citizens. Information was obtained from citizens through public meetings, surveys and a questionnaire available online and in hard copy and from meetings with City departments and review of City plans (Comprehensive Plan and SHIP Local Housing Assistance Plan).

Describe the jurisdiction's need for Public Improvements:

In addition, infrastructure enhancements and neighborhood improvements were ranked as high priorities once again during the citizen participation process. The target areas need improved landscaping to enhance the visual appearance of the community. In particular, requests for neighborhood gateway signs to provide a sense of pride was a popular request. An overall beautification effort for the target areas is a major concern to help enhance the physical appearance of the community. Public improvements needs include improvements and creation of sidewalks, parks, street lighting, playgrounds, and street improvements. These needs will greatly improve accessibility for the disabled, the elderly, and all wishing to utilize the city in a safe fashion.

How were these needs determined?

These needs were determined by identifying the census tracts that entitlement funds can be used in based on ACS data as well as information obtained from the City's Comprehensive Plan recommendations (Open Space and Recreation), current CDBG projects that have additional needs, an online survey, the City's State Local Housing Assistance Plan, the City's Capital Improvement Program, and meeting with stakeholders and citizens.

Describe the jurisdiction's need for Public Services:

Whether through meetings or questionnaires, public services have always garnered strong opinions as to need. As to CDBG funding, the 15% cap on public services always addressed by the public with frustration on inability to spend more on services, in high demand/need, than the grant will allow. The City's Public Service needs include ability to maintain and increase the level of services for youth, seniors, people who are mentally ill, accessibility, those experiencing homelessness, experiencing domestic violence, those who may need employment training, literacy skills and placement, and the homeless or at risk of homelessness and elderly for food needs.

Citizens identified a multitude of non-housing community development needs by indicating that there is a demand for the ongoing provision of services and programs to assist low/moderate income households. In addition, underserved populations or individual with special needs were identified. This group includes people suffering from a physical or mental handicap, persons that are homeless, persons with terminal illnesses including HIV/AIDS infected persons, elderly, unemployed persons, domestic violence victims, single-parents and at-risk youths.

How were these needs determined?

The Public service needs were identified through information obtained and analyzed from online quesstionaire, consultation with stakeholders, and public meetings.

Based on the needs analysis above, describe the State's needs in Colonias

N/A

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The housing market in Brevard County has become a "sellers market". Often times, prospective homebuyers are offering more than the asking price just to insure their offer is accepted by the seller. Although Cocoa had previously been the exception to the county-wide trend, that is no longer true. Median sales prices on homes have more than doubled in the last two (2) years, making it difficult for extremely low- and low-income households to purchase a home. The median sales price of a home in Cocoa as of March 2016 is $125,700 *(Source: Zillow)*. When figuring a 30-year mortgage with 3% down payment, 6% interest rate, the mortgage payment (without taxes, insurance and mortgage insurance) is $778.81. When analyzing what is affordable based on income, we see that only moderate-income households could possibly sustain an affordable mortgage, and that is dependent on the cost of taxes and insurances.

2016 INCOME LIMITS

Family Size:	30% AMI	50% AMI	80% AMI
1	12,400- or less	12,401- 20,650	20,651- 33,000
2	14,150- or less	14,151- 23,600	23,601- 37,700
3	15,900- or less	15,901- 26,550	26,551- 42,400
4	17,650- or less	17,651- 29,450	29,451- 47,100
5	19,100- or less	19,101- 31,850	31,851- 50,900
6	20,500- or less	20,501- 34,200	34,201- 54,650
7	21,900- or less	21,901- 36,550	36,551- 58,45
8	23,300- or less	23,301- 38,900	38,901- 62,200

The median gross rent in Cocoa in 2016 is $724. As cost of housing rises, so does the cost of rental units. Fair market rents established by HUD for existing housing in 2016 is as follows: one (1) bedroom unit = $991; two (2) bedrooms = $1,240; three (3) bedrooms = $1,691; and four (4) bedrooms = $2,044. These rental rates include utilities. The City's aging housing stock is in need of extensive rehabilitation. Almost 60 percent of the homes were built prior to 1970, which means that approximately 4,474 homes (or 55.1%) are 35 years or old. Almost one-third of homeowners in Cocoa are low/moderate income and will need some sort of assistance to rehabilitate their homes.

CITY OF COCOA HOUSING YEAR STRUCTURE BUILT		
2010 to 2012	15	**.2%**
2000 to 2009	934	**10.8%**
1990 to 1999	782	**9.1%**
1980 to 1989	1,813	**21.0%**
1970 to 1979	1,203	**14.0%**
1960 to 1969	1,768	**20.5%**
1950 to 1959	1,700	**19.7%**
1940 to 1949	151	**1.8%**
1939 or earlier	248	**2.9%**
Source: 2009-2013 American Community Survey (based on 8,614 units)		

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

Within the City of Cocoa, there are a number of public and private non-housing community development assets. Residents of all incomes in Cocoa have easy access to a variety of open space areas, public transportation modes and convenient travel corridors. Cocoa's workforce is a valued asset. Due to its role in the Space Coast legacy and its abundance of manufacturers, Cocoa has an above average supply of qualified technical workers. Local assets such as Eastern Florida State College and the Space Coast Machinist Apprenticeship Program, in addition to broader regional resources like CareerSource Brevard, provide sources for additional training and recruiting support that are perceived to be effective and generally responsive to business needs. Business owners have successfully worked with the local academics to establish custom training programs when needed.

In addition to a strong manufacturing base, businesses looking to relocate not only seek skilled labor and incentives, but the ability to easily transport materials and products. Cocoa stands out in the region because it provides excellent road and port access. The S.R. 524 and S.R. 528 Corridors benefit from easy access to Orlando, Jacksonville and Miami via I-95, U.S. 1, S.R. 528 and S.R. 524.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	16	0	0	0	0
Arts, Entertainment, Accommodations	581	685	17	12	-5
Construction	210	409	6	7	1
Education and Health Care Services	828	424	25	8	-17
Finance, Insurance, and Real Estate	149	243	4	4	0

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Information	47	65	1	1	0
Manufacturing	344	980	10	18	8
Other Services	155	306	5	5	0
Professional, Scientific, Management Services	342	420	10	8	-2
Public Administration	0	0	0	0	0
Retail Trade	501	1,663	15	30	15
Transportation and Warehousing	84	128	2	2	0
Wholesale Trade	115	262	3	5	2
Total	3,372	5,585	--	--	--

Table 5 - Business Activity

Data Source: 2008-2012 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	8,681
Civilian Employed Population 16 years and over	7,551
Unemployment Rate	13.02
Unemployment Rate for Ages 16-24	30.11
Unemployment Rate for Ages 25-65	9.32

Table 6 - Labor Force

Data Source: 2008-2012 ACS

Occupations by Sector	Number of People
Management, business and financial	1,120
Farming, fisheries and forestry occupations	410
Service	1,178
Sales and office	1,851
Construction, extraction, maintenance and repair	956
Production, transportation and material moving	628

Table 7 – Occupations by Sector

Data Source: 2008-2012 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	5,032	74%
30-59 Minutes	1,594	23%
60 or More Minutes	205	3%
Total	***6,831***	***100%***

Table 8 - Travel Time

Data Source: 2008-2012 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	688	177	438
High school graduate (includes equivalency)	2,048	301	801
Some college or Associate's degree	2,482	342	750
Bachelor's degree or higher	1,076	49	176

Table 9 - Educational Attainment by Employment Status

Data Source: 2008-2012 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	**25–34 yrs**	**35–44 yrs**	**45–65 yrs**	**65+ yrs**
Less than 9th grade	47	47	130	133	75
9th to 12th grade, no diploma	247	279	310	404	538
High school graduate, GED, or alternative	564	958	772	1,420	1,045
Some college, no degree	277	473	630	1,397	555
Associate's degree	75	413	282	379	114
Bachelor's degree	20	89	216	407	305
Graduate or professional degree	0	45	116	428	208

Table 10 - Educational Attainment by Age

Data Source: 2008-2012 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	13,757
High school graduate (includes equivalency)	22,481
Some college or Associate's degree	24,211
Bachelor's degree	38,650
Graduate or professional degree	41,920

Table 11 – Median Earnings in the Past 12 Months

Data Source: 2008-2012 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The major employment sectors within the City of Cocoa are associated with retail trade; manufacturing; Arts, Entertainment and Accommodation; Education and Health Care Services.

Describe the workforce and infrastructure needs of the business community:

The nuanced mix of sentiments indicates that workforce development in Cocoa warrants additional attention in fundamental skills – basic literacy (reading and writing) and math among the underutilized workforce – for the highest short-term return. While the most sophisticated skill sets tend to be the most high-paying, companies have clearly voiced their needs for more basic job roles to be filled also if they are to succeed in the City. Continued efforts to address the most disadvantaged population segments in the City, through existing and former programs, were recognized by residents as an important and valuable use of resources.

S.R. 524 has constraints imposed by existing and/or absent sewer infrastructure and traffic capacity. However, these hurdles can be overcome with the right mix of investment in expansions to utility capacity and strategic decisions regarding placement of new facilities.

New sewer connections would allow companies to establish or relocate without having to invest in the infrastructure themselves. New sewer infrastructure may prove enticing to businesses looking for close proximity to the proposed logistics park. The S.R. 524 corridor's utilities infrastructure further includes Cox Road, which is home to several manufacturing companies currently on septic systems. The reliance on septic systems is limiting business growth as businesses cannot hire more employees than permit requirements, nor expand their facilities. By connecting to City sewer, local businesses can further expand, providing a boon to Cocoa's overall economic growth. The City offers the EDI Fund for businesses that need assistance with utility expansion.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

To address the unemployment barrier, the City Council of the City of Cocoa revised two (2) economic development incentive programs and created a third to encourage new businesses to locate, and existing businesses to expand their operations within the City. On February 11, 2014, City Council approved three resolutions providing for economic development incentive and grant programs to be administered by the Office of Economic Development: 1) Economic Development Incentive (EDI) Fund, 2) Small Business Assistance (SBAP) Program, and 3) Ad Valorem Tax Abatement Program. The purpose and intent is to remain competitive in attracting and retaining new business and industry to Cocoa, thereby fostering job creation.

In September of 2013, Cocoa City Council appropriated funds in the 2014 Fiscal Year budget to create an Economic Development Incentive (EDI) Fund. Under the EDI Fund, qualifying applicants could be eligible for grant funding through two concentrations: business

development and the creation of new jobs, and utility related activities. The program eligibility for both concentrations is identical and the amount awarded to a business is determined primarily upon the number of new jobs created, and the amount of private capital investment. The grant is performance-based and is awarded per new job created. The maximum amount of incentive to be claimed by an applicant is $50,000 for each concentration, or a total of $100,000 if the applicant applies for both.

Additionally, Cocoa City Council adopted a new resolution providing for changes to the Small Business Assistance Program (SBAP) authorized by Council in February, 2003. The changes to the program include providing matching grant funds to offset costs related to workforce skills and industry employee training, restricting the grant funds previously applied toward development fees to be used only for City-levied, non-utility related development impact fees, and provide eligibility for a developer whose improvements will create new jobs through attraction of new tenants/employers to the City.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The City of Cocoa initiated an Economic Base Analysis in 2015. During interviews and focus group discussions, employers in Cocoa provided both positive and negative evaluations of Cocoa's existing workforce and its base of human capital. Leaders at industrial companies and distribution-related businesses praised the skilled labor resources in the City, which is unusual, compared to most Florida communities, and reflects a competitive advantage for the City. Others lamented the apparent dearth of basic skills in other job candidates, though this is a universal challenge for employers. The nuanced mix of sentiments indicates that workforce development in Cocoa warrants additional attention in fundamental skills – basic literacy (reading and writing) and math among the underutilized workforce – for the highest short-term return. While the most sophisticated skill sets tend to be the most high-paying, companies have clearly voiced their needs for more basic job roles to be filled also if they are to succeed in the City. Continued efforts to address the most disadvantaged population segments in the City, through existing and former programs, were recognized by residents as an important and valuable use of resources.

In consideration of skilled talent, Cocoa benefits from legacy populations originating from the space program, among which advanced training and degrees are plentiful. This base of human capital, in combination with the various institutions of learning located in the City provides Cocoa with solid opportunities to further cultivate a strong workforce.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

Cocoa is strategically positioned to leverage high-quality educational institutions and training programs to enable local workers to obtain training for regional employment opportunities. CareerSource Brevard, for example, offers workforce training programs, and grants. Eastern Florida State College provides career and technical programs, which lead to degrees and certifications desirable to employers. Valuable programs include welding technology, engineering technology, automotive services technology and aerospace. The manufacturing community, EDC, and Brevard Public Schools are also working together with CareerSource and EFSC to address workforce skills. In nearby Melbourne, the Florida Institute of Technology (FIT) provides undergraduate and graduate programs in addition to online learning and off-campus programs. Transport to the Melbourne campus is frequently cited as a concern, and the establishment of a shared ride system may be worthy of investigation.

Another asset is the Space Coast Machinist Apprenticeship program, offering grants for free training for local workers. In addition to full-time employment, apprentices spend classroom time learning additional skills that are relevant to their employers and to the Cocoa workforce overall. Utilizing training programs and other assets, the Cocoa workforce can be educated while staying local and thus reducing human capital outflows ("brain drain") that otherwise harm the local economies of many small Florida communities. In all, Cocoa is well-placed for vocational and educational institutions, and greater coordination with employers in specific sectors – such as manufacturing - could further improve opportunities.

Cocoa City Council adopted a new resolution providing for changes to the Small Business Assistance Program (SBAP) authorized by Council in February, 2003. The changes to the program include providing matching grant funds to offset costs related to workforce skills and industry employee training, restricting the grant funds previously applied toward development fees to be used only for City-levied, non-utility related development impact fees, and provide eligibility for a developer whose improvements will create new jobs through attraction of new tenants/employers to the City.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

No

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The City of Cocoa aligns with the East Central Florida Regional Planning Council's Comprehensive Economic Development Strategy (CEDS). This Comprehensive Economic Development Strategy (CEDS) promotes regional economic development through public and private sector collaboration in order to be globally competitive in the 21st century. The study is funded equally by the U.S. Economic Development Administration (EDA) and the East Central Florida Regional Planning Council (ECFRPC). Eligible projects can be funded by the US EDA with local matching resources that the City can provide.

The CEDS:

- provides a technical description of the area's economy;
- studies the major clusters within its workforce;
- examines demographic and economic characteristics;
- analyzes the region's industries, employment, and infrastructure;
- explore the EDD's economic strengths and weaknesses;
- identifies economic opportunities and threats;
- develops strategic findings and establish objectives that become the center of an
- action plan; and
- identifies projects that accomplish the action plan.

Discussion

Significant community improvement projects are underway at this writing, and represent outward signs of community investment and enhancements. Examples include designs for a mooring field to better capitalize on Cocoa's waterfront, the Porcher House Centennial Restoration Project, and significant enhancements to water and wastewater infrastructure; and a major reconstruction of U.S.1. The City's water utility is considered superior to surrounding areas for better water pressure and well-maintained facilities.

MA-50 Needs and Market Analysis Discussion

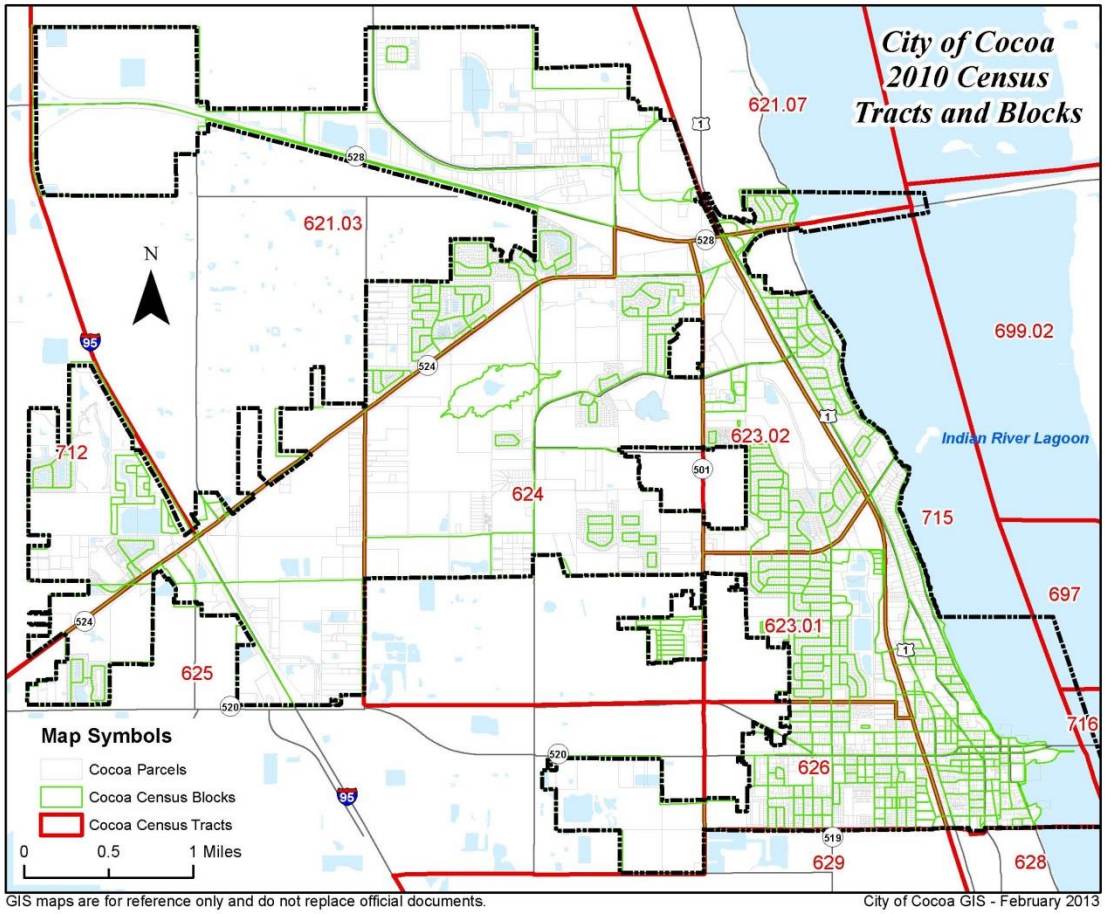
Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

According to the 2009-2013 American Community Survey 5 -Year Estimates, of the 7,100 occupied housing units within the City of Cocoa, 109 households or 16 percent are households with multiple housing problems. These multiple housing problems are concentrated within Census Tract 623, 624 and 626 primarily. The City defines "concentration" as a Census Tract or block group where more than 5 percent of the households have multiple housing problems.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

According to the 2010-2014 American Community Survey 5 -Year Estimates, the City of Cocoa has a minority population of 39 percent of its total population, 31 percent is Black/African American. The City uses the definition of an Area of Minority Concentration as a Census Tract or Block Group where at least 51 percent of the populations who reside in that area are identified as being a minority person. Based on this definition and according to the 2010 Census there are two (2) Census Tracts in the City with a concentration of minority persons. However, there are several Census Tracts that include both City and unincorporated areas. Census Tract 626 contains 78 percent racial or ethnic minorities and Census Tract 623 contains 51.1 percent racial or ethnic minorities, which is staggering considering the fact that the city overall is 61 percent non-minority.

The below map identifies the census tracts and boundaries for the City of Cocoa.



In the 2010 Census, there are 8 census tracts and 19 block groups within the city, 5 of those census tracts are low/moderate income areas. Census Tract 622 and 627 (in 2000) was redistricted to Census Tract 715 (in 2010). Census Tract 623 (in 2000) was redistricted to Census Tract 623.01 and 623.02 (in 2010). As previously mentioned, the City of Cocoa has three (3) established Community Redevelopment Areas (CRA), (CT623 and CT626), all with a high concentration of low/moderate income persons. The highest concentration of low/moderate income persons are found in the CT626, known as the Diamond Square RDA, according to the 2000 U.S. Census, 93.% of the residents in the area are low/moderate. According to the 2006-2010 American Community Survey (ACS) the median household income for the City is $40,856. The median household income for Census Tract 626 is $20,368.

The below table indicates the 2010 census tract and block group populations and the second table indicates the 2011 HUD low and moderate income summary data.

2010 CENSUS

TRACT	BLKGRP	POPULATION
0621.03	3*	2,029
	4*	8
	5*	7
0621.07	1*	214
0623.01	1*	969
	2*	1,261
	3*	348
0623.02	1*	1,211
	2*	493
	3*	1,222
062400	1*	1,507
	2*	960
	3*	892
062600	1	986
	2*	890
	3*	812
071200	1*	698
071500	1*	1,172
	2	1,081

*the entire block group is not within the City limits.

NOTE: Census Tract 622 and 627 (in 2000) was redistricted to Census Tract 715 (in 2010). Census Tract 623 (in 2000) was redistricted to Census Tract 623.01 and 623.02 (in 2010).

2011 HUD Low and Moderate Income Summary Data

TRACT	BLKGRP	POP100	HU100	LOWMOD	LOWMODUNIV	LOWMODPCT
62102	4	195	81	18	144	12.5
62103	6	2193	897	713	2180	32.7
62200	1	1274	656	551	1272	43.3
62300	1	1279	721	913	1304	70
62300	2	301	221	169	213	79.3
62300	3	1144	471	692	1173	59
62300	4	522	215	364	585	62.2
62300	5	1314	523	765	1216	62.9
62300	6	1353	652	1080	1400	77.1
62400	1	1531	696	956	1588	60.2
62400	2	1047	505	540	984	54.9
62400	5	373	372	282	367	76.8
62600	1	333	155	237	327	72.5
62600	2	483	289	396	524	75.6
62600	3	558	194	419	575	72.9
62600	4	1429	694	1364	1469	92.9
62700	1	1080	720	525	1096	47.9
71200	1	725	257	1209	3836	31.5
71200	2	908	456	503	1182	42.6
71500	1	705		705	1550	45.48
71500	2	615		615	1195	51.46

*the entire block group may not be within the City limits

Estimating a percentage of CDBG funds dedicated to the target areas is difficult. There are 8 census tracts within the City, of those census tracts, the City believes four (4) (census tracts 623.01, 623.02, 624, 626) are low/moderate income areas, so we anticipate 90 percent of the funds will benefit the population of these target areas.

What are the characteristics of the market in these areas/neighborhoods?

These areas experience the least amount of access to employment centers, retail, medical and service providers. They have also have long been over looked for new development and investments. However, Census Tract 626 has seen new development and re-investment within the past several years, Family Dollar, O'Reilly's Auto Parts and several other commercial developments have opened.

Through proactive code enforcement efforts the City has been encouraging property maintenance efforts. Where the structures have been left abandoned and unsafe, the City has aggressively sought compliance or demolition of the structures. The City has sought funding for infill redevelopment, acquiring parcels for future development and also building new homes for income

eligible buyers. Over one million dollars has been spent in the last few years for street and storm water drainage improvements.

Are there any community assets in these areas/neighborhoods?

These target areas are located in the center of the City, predominately west of US1 and east of Clearlake Road, which have the most public and community facilities. These areas also contain the majority of available public transportation. Census Tract 626 contains the Dr. Joe Lee Smith Community Center, Emma Jewel Charter Academy, and the Moore Cultural Center. Census Tract 623 contains the Boys & Girls Club and Cambridge Elementary. Census Tract 624 contains Eastern Florida State College and the University of Central Florida (Brevard Campus).

Are there other strategic opportunities in any of these areas?

Section 108 Loan Guarantee Program

In 2016, the City of Cocoa anticipates submitting their application to establish a Section 108 Loan Guarantee Fund in the amount of $847,920. The loan fund is designed to support and stimulate business development and investment by the private sector. The primary national objective to be used for the Section 108 Loan Guarantee Program is to benefit low- and moderate-income persons.

The objectives of the program are to:

- Provide subordinated financing to eligible borrowers to fill a financing gap beyond the amount of private participation and equity investment that can be raised.
- Provide long-term, fixed or variable rate financing at interest rates lower than conventional financing.
- Provide a means for revitalizing disadvantaged areas.
- Create sources of new jobs.

In addition to the City's request to establish a Section 108 Loan program, the City shall seek private investment to construct a new community center within the Diamond Square Redevelopment Area, which is located in Census Tract 626.

Additional investments the redevelopment areas and the City are making are street and drainage improvements within the Diamond Square Redevelopment Area, Peachtree Street, US1, Florida Avenue and Harrison Street. The City also waived $50,000 in impact fees towards a 1.475 million dollar low income housing tax credit project for seniors. This multi-family development is anticipated to be completed by December 2017.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Strategic Plan establishes priorities based on the Needs Assessment, outlines specific objectives for the next five years and identifies geographic priority areas. Priority needs are listed in each of the three statutory areas – decent housing, economic opportunity and a suitable living environment. The strategies to remove or ameliorate some of the negative effects of public policy are addressed. The Plan describes strategies for reducing and ending homelessness through homeless prevention, outreach, emergency shelter and permanent supportive housing. Lead-based paint hazards are discussed. The Plan provides a summary of the City's anti-poverty strategy. How the City monitors its housing and community development projects to ensure long-term compliance with program and comprehensive planning requirements is described.

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

Table 12 - Geographic Priority Areas

1	**Area Name:**	CENSUS TRACT 626
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	
	% of Low/ Mod:	626.01 is 72.5 percent low/mod; 626.02 is 75.6 percent low/mod; 626.03 is 72.9 percent low/mod; and 626.04 is 92.9 percent low/mod
	Revital Type:	Other
	Other Revital Description:	Housing
	Identify the neighborhood boundaries for this target area.	Census Tract 626 is generally located to the east along the railroad tracks before US1, to the south along Rosa L. Jones Drive, to the West along Clearlake Road and to the North along School Street.

	Include specific housing and commercial characteristics of this target area.	According to the 2006-2010 American Community Survey (ACS) the median household income for the City is $40,856. The median household income for Census Tract 626 is $20,368. 30.1% of the population is estimated to be employed. There are an estimated 1,542 housing units within Census Tract 626, 57.4% of the dwelling units are estimated to be renter-occupied. The median year structure built is 1962, with less than 6% built after 1990. 63.29% of the housing units are valued at less than $80,000. The commercial corridor along Stone Street was vibrant 30-40 years ago. Until recently, the area was termed a "food desert." Commerical buildings are mostly vacant, however, the area has seen a surge in commercial development along the 520 corridor (Family Dollar, O'Reilly's Auto Parts).
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	After extensive consultation with City leaders and gathering comments and information from the public hearings/meetings held during the Consolidated Plan process, the City of Cocoa further analyzed the most current Census Tract data to better identify areas of need. Subsequently, City staff then conducted informal field inspection and window surveys to get a firsthand look at the area.
	Identify the needs in this target area.	In the housing arena, there is need for rehabilitation of structures and the creation of new, in-fill housing to meet the needs of the low income residents. Economic development, by way of microenterprise and technical assistance to local businesses is needed to create new jobs for local residents. Public improvements, infrastructure projects and brownfield remediation are necessary to improve the quality of life and improve access to facilities and goods and services in the area.

	What are the opportunities for improvement in this target area?	There are numerous opportunities for improvement in this target area. The City and its partners work together to stimulate and support business growth, development and re-development. The City, housing providers and nonprofits work together to create and preserve decent, safe and affordable housing in the Target Area by preserving units with expiring subsidies; renovating older, existing units; and developing new affordable units. Along with local nonprofits and community residents, the City develops a suitable living environment in Target Area neighborhoods through infrastructure improvements and public safety and quality of life organizing efforts.
	Are there barriers to improvement in this target area?	The barriers to improvement in this target area begin with the a high need for funding to provide housing repairs to existing owner occupied units, stringent credit requirements which prohibit citizens from purchasing homes, and the lack of new affordable rental housing. There are a larger number of unemployed or underemployed residents who have significant skill deficits and barriers to employment that prevent them from successfully attaching to the workforce and/or moving into livable jobs. This is a significant barrier to improvement in the target area.
2	**Area Name:**	Census Tract 623
	Area Type:	Local Target area
	Other Target Area Description:	
	HUD Approval Date:	

	% of Low/ Mod:	623.01 is 70 percent low/mod; 623.02 is 79.3 percent low/mod; 623.03 is 59 percent low/mod; 623.04 is 62.2 percent low/mod; 623.05 is 62.9 percent low/mod; and 623.06 is 77.1 percent low/mod
	Revital Type:	Other
	Other Revital Description:	Housing
	Identify the neighborhood boundaries for this target area.	Census Tract 623 is generally located along 520 to the South, US1 to the East, Highway 528 to the West and Clearlake Road to the West.
	Include specific housing and commercial characteristics of this target area.	Census Tract 623 has a population of approximately 5,504 persons. There are an estimated 2,903 housing units, 51.4% of the dwelling units are estimated to be renter-occupied. The commercial corridor along U.S.1, Fiske Blvd., Clearlake Road and Dixon Blvd. consist of plazas and older buildings that were constructed over 20 years ago.
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	After extensive consultation with City leaders and gathering comments and information from the public hearings/meetings held during the Consolidated Plan process, the City of Cocoa further analyzed the most current Census Tract data to better identify areas of need. Subsequently, City staff then conducted informal field inspection and window surveys to get a firsthand look at the area.

	Identify the needs in this target area.	In the housing arena, there is need for rehabilitation of structures, quality rental housing, new rental housing and the creation of new, in-fill housing to meet the needs of the low income residents. Economic development, by way of microenterprise and technical assistance to local businesses is needed to create new jobs for local residents. Public improvements, infrastructure projects and brownfield remediation are necessary to improve the quality of life and improve access to facilities and goods and services in the area.
	What are the opportunities for improvement in this target area?	There are numerous opportunities for improvement in this target area. More so then CT626, CT623 has a large percentage of rental units and some commercial areas. The City and its partners work together to stimulate and support business growth, development and re-development. The City, housing providers and nonprofits work together to create and preserve decent, safe and affordable housing in the Target Area by preserving units with expiring subsidies; renovating older, existing units; and developing new affordable units. Along with local nonprofits and community residents, the City develops a suitable living environment in Target Area neighborhoods through infrastructure improvements and public safety and quality of life organizing efforts.

	Are there barriers to improvement in this target area?	The barriers to improvement in this target area begin with the a high need for funding to provide housing repairs to existing owner occupied units, stringent credit requirements which prohibit citizens from purchasing homes, and the lack of new affordable rental housing and quality existing rental housing. There are a larger number of unemployed or underemployed residents who have significant skill deficits and barriers to employment that prevent them from successfully attaching to the workforce and/or moving into livable jobs. This is a significant barrier to improvement in the target area.
3	**Area Name:**	City wide
	Area Type:	Jurisdictional
	Other Target Area Description:	Jurisdictional
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	The City of Cocoa is generally 15.4 square miles U.S. Census 2010 population was 17,140 with 8,603 housing units. Generally, the City boundaries extend from SR528, 1-95, Rosa L. Jones Blvd. to the Indian River (see attached City boundary map for further clarification).
	Include specific housing and commercial characteristics of this target area.	There are 8,603 housing units, 40.8 percent are rental units, and 32.6 percent are multi-family structures. There are approximately 1,935 businesses (2007 Quick Fact U.S. Census), 14.5 percent are African American owned.

	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	After extensive consultation with City leaders and gathering comments and information from the public hearings/meetings held during the Consolidated Plan process, the City of Cocoa further analyzed the most current Census data to better identify areas of need. Subsequently, City staff then conducted informal field inspection and window surveys to get a firsthand look at the area.
	Identify the needs in this target area.	In the housing arena, there is need for rehabilitation of structures, quality rental housing, new rental housing and the creation of new, in-fill housing to meet the needs of the low income residents. Economic development, by way of microenterprise and technical assistance to local businesses is needed to create new jobs for local residents. Public improvements, infrastructure projects and brownfield remediation are necessary to improve the quality of life and improve access to facilities and goods and services in the area.
	What are the opportunities for improvement in this target area?	There are numerous opportunities for improvement in the city overall. The City and its partners work together to stimulate and support business growth, development and re-development. The City, housing providers and nonprofits work together to create and preserve decent, safe and affordable housing in the City by preserving units with expiring subsidies; renovating older, existing units; and developing new affordable units. Along with local nonprofits and community residents, the City develops a suitable living environment in neighborhoods and in commercial corridors through infrastructure improvements and public safety and quality of life organizing efforts.

	Are there barriers to improvement in this target area?	The barriers to improvement in this target area begin with the a high need for funding to provide housing repairs to existing owner occupied units, stringent credit requirements which prohibit citizens from purchasing homes, and the lack of new affordable rental housing and quality existing rental housing. There are a larger number of unemployed or underemployed residents who have significant skill deficits and barriers to employment that prevent them from successfully attaching to the workforce and/or moving into livable jobs. This is a significant barrier to improvement in the target area.

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

The basis for allocating investments within the low income census tracts was completed through the citizen participation process, which identified the needs within the City. In the 2010 Census, there are 8 census tracts and 19 block groups within the city, 5 of those census tracts are low/moderate income areas. Census Tract 622 and 627 (in 2000) was redistricted to Census Tract 715 (in 2010). Census Tract 623 (in 2000) was redistricted to Census Tract 623.01 and 623.02 (in 2010). The City of Cocoa has three (3) established Community Redevelopment Areas (CRA), (CT623 and CT626), all with a high concentration of low/moderate income persons. The highest concentration of low/moderate income persons are found in the CT626, known as the Diamond Square RDA, according to the 2000 U.S. Census, 93.% of the residents in the area are low/moderate. According to the 2006-2010 American Community Survey (ACS) the median household income for the City is $40,856. The median household income for Census Tract 626 is $20,368.

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 13 – Priority Needs Summary

1	**Priority Need Name**	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	Census Tract 626 Census Tract 623 Jurisdictional
	Associated Goals	Housing Rehabiliation Home Purchase Assistance Land Acquisition
	Description	Preservation of existing housing stock/Rehabilitation of existing owner units, housing for special needs, housing for elderly, public housing modernization, development of single family housing, affordable rental housing, fair housing training, and energy efficiency improvements
	Basis for Relative Priority	High need
2	**Priority Need Name**	Homebuyer Program
	Priority Level	High

	Population	Low Moderate Large Families Families with Children
	Geographic Areas Affected	Census Tract 626 Census Tract 623 Jurisdictional
	Associated Goals	Home Purchase Assistance
	Description	Production of new owner units
	Basis for Relative Priority	High need
3	**Priority Need Name**	Public Facilities Improvements
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill veterans Victims of Domestic Violence Unaccompanied Youth Non-housing Community Development

	Geographic Areas Affected	Census Tract 626 Census Tract 623 Jurisdictional
	Associated Goals	Repayment of Section 108 Loan Guarantee Public Facilities Improvements
	Description	Public facility improvements, such as community centers, park improvements, homeless facilities, drainage, street improvements, sidewalks, rehab of low income area schools, etc. in areas of low and moderate income concentration or to at risk populations
	Basis for Relative Priority	High Need
4	**Priority Need Name**	Public Services
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	Census Tract 626 Census Tract 623 Jurisdictional
	Associated Goals	Public Services
	Description	Senior Activities, youth activities, child care services, anti-crime programs, mental health services and transportation services were listed as high needs.

	Basis for Relative Priority	High need
5	**Priority Need Name**	Neighborhood Services
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents
	Geographic Areas Affected	Census Tract 626 Census Tract 623 Jurisdictional
	Associated Goals	Spot Demolition/Clearance
	Description	Code enforcement initiated demolitions and code enforcement
	Basis for Relative Priority	High need

Narrative (Optional)

Every five (5) years the City of Cocoa undertakes a process which includes public input and citizen participation to develop a five (5) year Consolidated Plan in collaboration with a one (1) year Action Plan that describes actions, projects and programs that will take place during the upcoming plan year(s) to address the priority needs and specific objectives identified in the strategic plan section of the five (5) year Consolidated Plan.

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

The funding levels incorporated in the Five-Year Consolidated Plan FY 2016-FY 2020 and One-Year Action Plan for FY 2016 and released for public comment are based on the funding allocation awarded to the City of Cocoa for FY 2016-17 in the amount of $169,584. The City of Cocoa will request citizen comment on this planned process for the allocation of federal funding for FY 2016. All CDBG funded activities are proportionally increased or decreased from the estimated funding levels to match actual allocation with the following exceptions: General Administration, Planning and Fair Housing are capped at 20% of the CDBG allocation based on HUD limits size. Targeted Public Services allocation is capped at 15% of the CDBG allocation based on HUD.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	169,584	0	163,000	332,584	463,184	Community Development Block Grant (CDBG) funds will be used for housing, public improvements, public services, demolition, admin and planning.
Other	public - federal	Admin and Planning Housing	72,045	0	0	72,045	360,225	Home Investment Partnership (HOME) funds received through Brevard County, as part of the Brevard County HOME Consortium will be used to address rental and owner occupied housing needs within the City of Cocoa.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Other	public - federal	Public Improvements	847,920	0	0	847,920	847,920	The City will be applying for a Section 108 Loan to construct a 18,000 square foot community center within a predominately low-income area, Census Tract 626. The facility will have office space available for non-profits and will be dedicated to the advancement of social, health, childcare and juvenile diversion.
Other	public - state	Admin and Planning Housing	115,796	0	0	115,796	463,184	State Housing Initiatives Partnership Program (SHIP) funding is received annually through Florida Housing Finance Corporation and is used for creation and preservation of affordable housing. It is also used as a match for HOME funds.

Table 14 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG and HOME funds received by the City will be used along with State grants received to address housing, public service, and community development needs within the City. Cocoa was awarded $115,796 in State funding through the Florida Housing Finance Corporation, State Housing Initiative Partnership (SHIP) for SFY 2016-2017. These funds will be used to address housing needs identified in the Consolidated Plan. SHIP funds also provide a match requirement for HOME funds. Twenty percent (20%) of SFY 2015-2016 and 2016-2017 SHIP funds will be used to assist special needs households. In addition, all Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs. Agencies that are funded with CDBG funds will be strongly encouraged to seek additional resources to serve the low income residents of Cocoa.

If appropriate, describe publically owned land or property located within the state that may be used to address the needs identified in the plan

The City of Cocoa currently owns six (6) vacant lots which are located at 345 Lucas Lane, 349 Lucas Lane, 400 D Street, 404 D Street and Davis Street (Lot 1 and 9). Additionally, the City of Cocoa is in the process of purchasing 22 vacant lots within the Magnolia Pointe subdivision, all 28 lots are located within Census Tract 626. The City may develop these lots for owner occupied housing in whole or in part with CDBG, HOME and/or SHIP funds.

Discussion

The City of Cocoa will use all available funds and seek additional resources to address the needs identified in the plan.

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Community Services Council	Subrecipient	Non-homeless special needs public services	Jurisdiction
Central Brevard Sharing Center	Subrecipient	Non-homeless special needs public services	Jurisdiction
Brevard School Readiness Coalition dba/Early Learning Coalition of Brevard County, Inc.	Subrecipient	public services	Jurisdiction
The Salvation Army, a Georgia Corporation	Subrecipient	Non-homeless special needs public services	Jurisdiction
Housing Authority of the City of Cocoa	PHA	Public Housing Rental	Jurisdiction
Fair Housing Continuum	Subrecipient	Affordable Housing rental	Jurisdiction
Habitat for Humanity of Brevard County	Subrecipient	Affordable Housing ownership	Jurisdiction

Table 15 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The City of Cocoa believes that it has addressed potential gaps in the institutional delivery system through the network of working relationships that it has established over the years with other area governments, not-for-profits, and private-sector entities. This network has enabled

the City of Cocoa to overcome the restrictions imposed by limited federal and state grant funding and resources.

The City of Cocoa will continue to seek and provide training for staff that promotes efficiency and effectiveness in the administration of the CDBG and HOME Programs. Training shall include venues offered by HUD, the Florida Community Development Association, fair housing organizations, and the Florida Housing Coalition, etc. In addition, the City will continue to build relationships with non-profit and for-profit housing providers and developers to support and enhance its housing development strategy. Finally, the City will continue to work collaboratively with municipalities, non-profit and private entities throughout the State to develop and strengthen its capacity to carry out programs within the City. City staff attends the three (3) community redevelopment agency meetings, the housing authority's monthly board meetings, and various other community meetings to improve services and quality of life for the residents of the city.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	**Available in the Community**	**Targeted to Homeless**	**Targeted to People with HIV**
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X		X
Rental Assistance	X		X
Utilities Assistance	X		X
Street Outreach Services			
Law Enforcement	X	X	X
Mobile Clinics	X	X	X
Other Street Outreach Services	X	X	X
Supportive Services			

Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X
Other			
Meals	X	X	

Table 16 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Both the ESG and the HOPWA Programs provide funding for the services identified above. Generally, the state grantor programs allocate specific amounts of funding to units of local governments and nonprofit housing providers in small jurisdictions to implement programs and initiatives locally and distribute the funds for the direct benefit of the homeless and persons with HIV/AIDS populations; the City of Cocoa is not one of those direct beneficiaries.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Strengths: The Brevard Homeless Coalition's Continuum of Care system overall offers a range of emergency, transitional, and permanent housing as well as strong prevention services. Services

listed are available to residents in the entire City which makes the resources more readily available and easier to access by the community.

Since 2001, 2-1-1 Brevard has served as the lead agency for the county's Homeless Management Information System (HMIS). Funded primarily by the U.S. Department of Housing and Urban Development (HUD), the HMIS allows member providers of supportive services to homeless individuals and families to manage information for services provided and also contains case management tools for case managers. The HMIS facilitates the collection of data and generate aggregate reporting of information about the homeless population, demographics, needs and services provided throughout our community.

Gaps: The City of Cocoa does not have the organizational structure to target, monitor, nor run programs for homelessness, nor persons with HIV. Service providers for specific types of eligible activities, such as mental health counseling, may not be available in the direct vicinity of the City; local service providers may not have the staff available to properly educate and work with a large client base; and the amount of funding may not be sufficient to address an urgent need.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

In collaboration with the Brevard Homeless Coalition, the City of Cocoa is constantly creating new innovative strategies to address gaps in their funding delivery systems. Some traditional examples of strategies being used are to leverage funds from other eligible grant programs or initiatives with existing allocations, and provide more technical assistance funding to enhance outreach. These traditional strategies are not always effective, but they are the most commonly used because of their practicality. More innovative strategies include using technology, such as social surveys and social media devices, to constantly monitor the changing population in order to adjust their outreach and delivery methods to meet the priority needs of the community.

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Fair Housing Compliance, Testing and Outreach	2016	2020	Fair Housing	City wide		CDBG: $5,000	Other: 1 Other
2	Housing Rehabiliation	2016	2020	Affordable Housing	City wide	Affordable Housing	CDBG: $250,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit
3	Spot Demolition/Clearance	2016	2020	Spot Slum/Blight Removal	CENSUS TRACT 626 Census Tract 623	Neighborhood Services	CDBG: $150,000	Buildings Demolished: 15 Buildings
4	Home Purchase Assistance	2016	2020	Affordable Housing	City wide	Affordable Housing Homebuyer Program	CDBG: $50,000	Direct Financial Assistance to Homebuyers: 3 Households Assisted
5	Public Services	2016	2020	Non-Housing Community Development	City wide	Public Services	CDBG: $125,000	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
6	Repayment of Section 108 Loan Guarantee	2016	2020	Non-Housing Community Development	CENSUS TRACT 626	Public Facilities Improvements	CDBG: $250,000 $380,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1429 Persons Assisted
7	Land Acquisition	2018	2020	Affordable Housing	CENSUS TRACT 626 Census Tract 623	Affordable Housing	CDBG: $20,000	Homeowner Housing Added: 2 Household Housing Unit
8	Public Facilities Improvements	2017	2020	Non-Housing Community Development	CENSUS TRACT 626	Public Facilities Improvements	CDBG: $40,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Public Housing Modernization	2016	2017	Public Housing	CENSUS TRACT 626 Census Tract 623		CDBG: $40,000	Rental units rehabilitated: 144 Household Housing Unit
10	Planning and Administration	2016	2020	Non-Housing Community Development Administration	City wide	Affordable Housing Homebuyer Program Public Facilities Improvements Public Services Neighborhood Services	CDBG: $169,584	Other: 1 Other
11	Unallocated Funds	2016	2020	Non-Housing Community Development Administration	City wide		CDBG: $5,000	Other: 1 Other

Table 17 – Goals Summary

Goal Descriptions

1	**Goal Name**	Fair Housing Compliance, Testing and Outreach
	Goal Description	Development of Fair Housing Analysis of Impediments, promotion of fair housing rights and initiatives, testing, training and outreach.
2	**Goal Name**	Housing Rehabiliation
	Goal Description	This activity will provide owner occupied Housing Rehabilation.
3	**Goal Name**	Spot Demolition/Clearance

	Goal Description	This activity will remove vacant, unsafe, substandard buildings within the Census Tract 626 and 623 areas.
4	**Goal Name**	Home Purchase Assistance
	Goal Description	This activity will provide direct homeownership assistance to income eligible households to cover down payment assistance.
5	**Goal Name**	Public Services
	Goal Description	This activity will provide CDBG assistance to various public services, such as, serving the homeless population, providing hot meals, child care, domestic violence, spanish speaking services, services for children, special needs or the elderly.
6	**Goal Name**	Repayment of Section 108 Loan Guarantee
	Goal Description	The City of Cocoa shall seek to obtain a Section 108 Loan Guarantee to construct an 18,000 square foot community center within Census Tract 626. The funds for this goal shall be the repayment of the loan.
7	**Goal Name**	Land Acquisition
	Goal Description	This activity will be provided in partnership with Habitat for Humanity of Brevard County, Inc., to purchase vacant lots for the purpose of constructing affordable housing for persons 60% or below AMI.
8	**Goal Name**	Public Facilities Improvements
	Goal Description	This activity will provide for either rehab of a public facility or street/drainage improvements within Census Tract 626.
9	**Goal Name**	Public Housing Modernization

	Goal Description	Public Housing Modernization (i.e., ADA modifications, wheelchair ramps, grab bars), hardened entry doors, lighting.
10	**Goal Name**	Planning & Administration
	Goal Description	Planning & CDBG Administration

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The City of Cocoa estimates to provide owner occupied housing rehabilitation to approximately 9 extremely low-income, low-income, and moderate-income families. The City of Cocoa estimates to assist 4 extremely low-income, low-income, and moderate-income families with homeownership assistance.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The City will take the following actions to reduce lead based paint hazards:

- Continue to implement the Lead Safe Housing Rule and will ensure that all homes built prior to 1978 are inspected by qualified hazard evaluation professional and all mediation is performed by certified lead hazard contractors.
- Ensure that contractors who perform renovation, repairs, and painting jobs in pre-1978 housing and child-occupied facilities, before beginning work, provide owners, tenants, and child-care facilities with a copy of EPA's lead hazard information pamphlet Renovate Right: Important Lead Hazard Information for Families, Child Care Providers, and Schools and document compliance with this requirement; EPA's pre-renovation disclosure form.
- Ensure that lead hazard reduction be performed according to 24 CFR 35.930 on units testing positive and ongoing maintenance, monitoring and cleaning be ongoing for properties that maintain a relationship with the County/cities.
- Ensure that contractors follow three simple procedures:

  1. Contain the work area. The area should be contained so that dust and debris do not escape from that area. Warning signs should be put up and heavy-duty plastic and tape should be used as appropriate: Cover the floors and any furniture that cannot be moved. Seal off doors and heating and cooling system vents. These will help prevent dust or debris from getting outside the work area.

  2. Minimize dust. There is no way to eliminate dust, but some methods make less dust than others. For example, using water to mist areas before sanding or scraping; scoring paint before separating components; and prying and pulling apart components instead of breaking them are techniques that generate less dust than alternatives.

  3. Clean up thoroughly. The work area should be cleaned up daily to keep it as clean as possible. When all the work is done, the area should be cleaned up using special cleaning methods before taking down any plastic that isolates the work area from the rest of the home. The special cleaning methods should include using a HEPA vacuum to clean up dust and debris on all surfaces, followed by Wet-mopping with plenty of rinse water.

How are the actions listed above integrated into housing policies and procedures?

The City will also integrate into its housing policies and programs the Final EPA Renovation & Remodeling Rule implemented on April 22, 2010. The Final Rule will ensure that persons

performing renovations and dust sampling are properly trained; renovators, dust sampling technicians and firms performing these renovations are certified; lead-safe work practices are followed during renovations; providers of renovation and dust sampling technician training are accredited; and owners and occupants of target housing and child-occupied facilities receive information on lead-based paint hazards before renovations begin. The purpose of integrating the Final Rule into policies and procedures is to reduce potential exposure to dangerous levels of lead resulting from disturbing lead-based paint in older housing.

2010 to 2012	15	2%
2000-2009	934	10.8%
1990-1999	782	9.1 %
1980-1989	1,813	21%
1970-1979	1,203	14%
1960-1969	1,768	20.5%
1950-1959	1,700	19.7%
1940-1949	151	1.8%
1939 or earlier	248	2.9%
ACS 2009-2013		
Based on 8,614 units		

Table 18 - City of Cocoa Housing Year Structure Built

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The anti-poverty strategy is the unifying thread that ties the housing, homeless, public housing and non-housing community development strategies together as one comprehensive plan for reducing the number of families that fall below the poverty level. The strategic plan, goals and objectives noted throughout this document promote self-sufficiency and empowerment.

The City of Cocoa will coordinate efforts among its many partner organizations to ensure that the goals outlined in the Consolidated Plan are met. These partners include neighborhood residents, representatives of health and human service agencies, businesses, churches, nonprofit developers, health and human service agencies, lenders and other for-profit entities. They key goals of the City's anti-poverty strategy and five year strategic plan are as follows:

- Provision of adequate and affordable housing
- Neighborhood stabilization
- Elimination of substandard housing
- Availability of special needs housing

The developed strategic plan will target the low income areas of the City. The goal of the poverty initiative is to combat poverty within the City of Cocoa to the greatest extent feasible with tangible resources and realistic objectives. The Community Services Department is actively working with the other City Department's, the Housing Authority of the City of Cocoa, Brevard Homeless Coalition, and numerous other agencies to accomplish the strategies recognized in this plan. The Consolidated Plan serves as a "tool-kit" to initiate the war on poverty. The CDBG funded activities will assist in the Anti-Poverty Strategy.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

The City of Cocoa realizes that creating an anti-poverty strategy is multi-faceted and must include certain elements to be successful in helping to reduce the number of poverty level persons and families. Education, job training, job placement, employment opportunities, childcare, and reliable transportation to employment are some of the basic needs of economically disadvantaged citizens.

Social service organizations are uniquely positioned to help low-income persons cultivate their social networks—a social structure comprised of connections to other individuals, groups, and organizations—by intentionally creating opportunities for them to build relationships with others embedded within the institutional-based network, such as classmates, staff members,

volunteers, employers and providers. These new relationships can be a source of support, encouragement, and may provide access to new opportunities and resources that can aid in their advancement toward economic self-sufficiency. Organizational brokering aimed at supplementing existing social networks for low-income persons is an important component in any anti-poverty strategy.

The City currently provides support to three (3) CRAs whose purpose is to reduce the conditions of slum and blight within their respective areas. The City has provided technical assistance and financial support to non-profit organizations who have or are developing programs that provide job training skills either on-the-job or through educational institutions. Currently, the City works closely with Career Source Brevard, Eastern Florida State College, and the Small Business Development Center which all promote education, job training, job placement, and entrepreneurship.

A variety of local, state, and federal programs and incentives are available to businesses that locate, expand, and do business in the City of Cocoa:

- Ad Valorem Tax Abatement Program
- Economic Development Initiative Fund
- Commercial Facade Program
- Small Business Assistance Program
- Brownfields Redevelopment Program
- HUB Zone Empowerment Contracting Program
- Foreign Trade Zone (FTZ) No. 136
- Loan Interest Subsidy Program (Diamond Square RDA only)
- Workforce Training and Education

The City will continue to encourage and provide technical assistance to non-profits and for-profits that are interested in applying for housing program funds and/or low-income tax credits for the purpose of increasing the number of affordable housing units for very low- and low-income households. City staff continues to work with CHDOs, non-profit, and for-profit developers interested in the State's programs (LIHTC, SAIL, HOME, pre-development loans, homeless grants, etc.).

The Housing & Neighborhood Services Division and the office of Economic Development are both a part of the Community Services Department at the City of Cocoa. This allows for a more coordinated and holistic approach to both housing issues and economic development strategies.

SP-80 Monitoring - 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City will continue to follow its established policies and procedures in regards to monitoring the CDBG and HOME programs. The procedures are designed to ensure long-term compliance with overall HUD requirements and to monitor the City's performance in meeting its goals and objectives set forth in the Consolidated Plan and one-year Action Plan.

First, the City conducts a "desk review" at least quarterly for each subrecipient. Desk reviews examine progress reports, compliance records, measurable outcome achievements and financial information to adequately assess performance and look for indicators of performance or compliance problems. Second, on-site monitoring reviews are conducted at least annually for all subrecipients awarded funding. New subrecipients are monitored bi-annually. The monitoring process involves: pre-monitoring contact/notification, in-office review of recipient files and backup documentation, entrance conference, on-site monitoring visit, post review of documentation and performance, exit conference, written report and monitoring letter, and any follow up including technical assistance, if deemed necessary.

In addition, all activities are reviewed to ensure that statutory and regulatory requirements (i.e. Davis Bacon Compliance, Section 3, Lead-Based Paint, Environmental Reviews, timeliness of expenditures, performance goals, financial performance, etc.) are being carried out using a monitoring checklist that is set-forth by HUD. Minimum of weekly on-site inspections are conducted on all federally funded projects and photo documentation is provided on all rehabilitation/construction projects. In addition, a site visit will be conducted before processing all draw requests to ensure satisfactory completion of work. On completed projects, a schedule will be developed to identify all required annual reviews and re-certifications. Staff has attended Davis Bacon Compliance, Fair Housing & Equal Opportunity, and Section 3 trainings and webinars on an annual basis. Staff also attends the Florida Community Development Association (FCDA) annual conference and trainings offered by the HUD Jacksonville office. Monitoring is a successful tool for measuring progress and controlling change; the standards and procedures serve to:

- Measure resources utilized;
- Measure status and accomplishments;
- Compare measurements to projections and standards;
- Ensure quality and quantity of work is acceptable; and
- Provide the basis for diagnosis and future planning.

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The funding levels incorporated in the Five-Year Consolidated Plan FY 2016-FY 2020 and One-Year Action Plan for FY 2016 and released for public comment are based on the funding allocation awarded to the City of Cocoa for FY 2016-17 in the amount of $169,584. The City of Cocoa will request citizen comment on this planned process for the allocation of federal funding for FY 2016. All CDBG funded activities are proportionally increased or decreased from the estimated funding levels to match actual allocation with the following exceptions: General Administration, Planning and Fair Housing are capped at 20% of the CDBG allocation based on HUD limits. Targeted Public Services allocation is capped at 15% of the CDBG allocation based on HUD limits.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	169,584	0	163,000	332,584	463,184	Community Development Block Grant (CDBG) funds will be used for housing, public improvements, public services, demolition, admin and planning.
Other	public - federal	Admin and Planning Housing	71,664	0	0	71,664	286,656	Home Investment Partnership (HOME) funds received through Brevard County, as part of the Brevard County HOME Consortium will be used to address rental and owner occupied housing needs within the City of Cocoa.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Other	public - federal	Public Improvements	847,920	0	0	847,920	847,920	The City will be applying for a Section 108 Loan to construct a 18,000 square foot community center within a predominately low-income area, Census Tract 626. The facility will have office space available for non-profits and will be dedicated to the advancement of social, health, childcare and juvenile diversion.
Other	public - state	Admin and Planning Housing	115,796	0	0	115,796	463,184	State Housing Initiatives Partnership Program (SHIP) funding is received annually through Florida Housing Finance Corporation and is used for creation and preservation of affordable housing. It is also used as a match for HOME funds.

Table 19 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG and HOME funds received by the City will be used along with State grants received to address housing, public service, and community development needs within the City. Cocoa was awarded $115,796 in State funding through the Florida Housing Finance Corporation, State Housing Initiative Partnership (SHIP) for SFY 2016-2017. These funds will be used to address housing needs identified in the Consolidated Plan. SHIP funds also provide a match requirement for HOME funds. Twenty percent (20%) of SFY 2015-2016 and 2016-2017 SHIP funds will be used to assist special needs households. In addition, all Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs. Agencies that are funded with CDBG funds will be strongly encouraged to seek additional resources to serve the low income residents of Cocoa.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Cocoa currently owns six (6) vacant lots which are located at 345 Lucas Lane, 349 Lucas Lane, 400 D Street, 404 D Street and Davis Street (Lot 1 and 9). Additionally, the City of Cocoa is in the process of purchasing 22 vacant lots within the Magnolia Pointe subdivision, all 28 lots are located within Census Tract 626. The City may develop these lots for owner occupied housing in whole or in part with CDBG, HOME and/or SHIP funds.

Discussion

The City of Cocoa will use all available funds and seek additional resources to address the needs identified in the plan.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Services	2016	2020	Non-Housing Community Development	City wide	Public Services	CDBG: $25,437	Public service activities other than Low/Moderate Income Housing Benefit: 1176 Persons Assisted
2	Spot Demolition/Clearance	2016	2020	Spot Slum/Blight Removal	CENSUS TRACT 626 Census Tract 623	Neighborhood Services	CDBG: $32,231	Buildings Demolished: 7 Buildings
3	Fair Housing Compliance, Testing and Outreach	2016	2020	Fair Housing	City wide	Neighborhood Services	CDBG: $1,050	Other: 100 Other
4	Repayment of Section 108 Loan Guarantee	2016	2020	Non-Housing Community Development	CENSUS TRACT 626	Public Facilities Improvements	CDBG: $40,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1203 Persons Assisted
5	Public Housing Modernization	2016	2017	Public Housing	CENSUS TRACT 626 Census Tract 623	Affordable Housing	CDBG: $40,000	Rental units rehabilitated: 144 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Planning and Administration	2016	2020	Non-Housing Community Development Administration	City wide	Affordable Housing Homebuyer Program Public Facilities Improvements Public Services Neighborhood Services	CDBG: $33,916	Other: 1 Other
7	Unallocated Funds	2016	2020	Non-Housing Community Development Administration	City wide		CDBG: $5,000	Other: 1 Other

Table 20 – Goals Summary

Goal Descriptions

1	**Goal Name**	Public Services
	Goal Description	Public Service Funding for four (4) nonprofit agencies: Community Services Council's Meals on Wheels and Seniors at Lunch Programs; Central Brevard Sharing Center; Early Learning Coalition and The Salvation Army.
2	**Goal Name**	Spot Demolition/Clearance
	Goal Description	Code Enforcement Initiated Demolitions

3	**Goal Name**	Fair Housing Compliance, Testing and Outreach
	Goal Description	Fair Housing Compliance, Testing and Outreach in partnership with the Brevard County HOME Consortium and the Fair Housing Continuum.
4	**Goal Name**	Repayment of Section 108 Loan Guarantee
	Goal Description	Repayment of Section 108 Loan Guarantee.
5	**Goal Name**	Public Housing Modernization
	Goal Description	Public Housing Modernization of 144 elderly and/or disabled units.
6	**Goal Name**	Planning & Administration
	Goal Description	Planning & CDBG Administration.
7	**Goal Name**	Unallocated Funds
	Goal Description	Allocation of Unallocated Funds

AP-35 Projects - 91.420, 91.220(d)

Introduction

Each year the City of Cocoa undertakes a process which includes public input and citizen participation to develop a one year Action Plan that describes actions, projects and programs that will take place during the upcoming year to address the priority needs and specific objectives identified in the strategic plan section of the five year Consolidated Plan. CDBG funding will be used for administration and general oversight of the CDBG Program; fair housing training, outreach and testing; public housing modernization; code enforcement initiated demolitions; repayment of a Section 108 Loan Guarantee; and public service programs that provide meals for the elderly, meals for those at homeless or at risk of homelessness, domestic violence prevention, child care assistance.

HOME Program funding will be used for administration and general oversight of the HOME program, and development of affordable homeownership opportunities in partnership with local developers and Community Housing Development Organizations, and rehabilitation of an existing vacant rental unit.

#	Project Name
1	Community Services Council/Public Service
2	Central Brevard Sharing Center/Public Service
3	Salvation Army/Public Service
4	Early Learning Coalition/Public Service
5	Spot Demolition/Clearance
6	Planning and Administration
7	Public Housing Modernization
8	Section 108 Loan Repayment
9	Fair Housing
10	Unallocated Funds

Table 21 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The basis for allocating priorities within the jurisdiction during the Consolidated Plan period, and the rationale for assigning funding priorities annually, is determined primarily by the results (identification of needs and priorities) of the annual citizen participation process, and through committee evaluation of competitive grant applications submitted by eligible sub-recipients

and third-party developers. Approximately 39% of available project funds are awarded through formal RFP process. The basis for determining these awards includes basic project eligibility, applicant capacity, proposed benefit for the low and moderate income community, and leveraging of other funding resources. City initiated activities including planning and program administration; fair housing testing; outreach and training; code enforcement initiated demolitions, and repayment of a Section 108 Loan Guarantee typically account for the remaining 61% of projects.

City initiated activities are also targeted at community needs identified during the annual citizen participation process and Council support of priorities identified in the City's Comprehensive and Capital Improvement Plan processes. Public service projects selected for funding will provide a direct benefit to low to moderate income clientele City-wide. These benefits are targeted to all persons whose household income falls below 80% of the median income and whose residence lies within the city limits, and the region’s homeless population.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	Community Services Council/Public Service
	Target Area	City wide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $7,430
	Description	Agency will provide services to seniors that include the Meals on Wheels Program and the Seniors at Lunch Program.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	79 seniors will benefit from the activities.
	Location Description	The Meals on Wheels program will be city-wide and the Seniors at Lunch program with be administered at Wesminster Asbury Senior Center, 1420 Dixon Blvd, Cocoa, FL 32922.
	Planned Activities	Lunches will be provided to seniors through the Meals on Wheels and Seniors at Lunch programs.
2	**Project Name**	Central Brevard Sharing Center/Public Service
	Target Area	CENSUS TRACT 626
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $7,076

	Description	Agency will provide daily hot meals to homeless, individuals, and families through their community kitchen.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	1,047 homeless, individuals, and families will provided a daily meal.
	Location Description	Central Brevard Sharing Center's Community Kitchen is located at 113 Aurora Street, Cocoa, FL 32922.
	Planned Activities	Daily meals through the community kitchen.
3	**Project Name**	Salvation Army/Public Service
	Target Area	CENSUS TRACT 626
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $4,543
	Description	Salvation Army will provide meals for victims of domestic violence in agency's shelter.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	22 victims of domestic violence will be provided meals in Salvation Army's Domestic Violence Shelter.
	Location Description	The location of the Salvation Army’s Domestic Violence Shelter is confidential.
	Planned Activities	Domestic violence victims will be served meals in Salvation Army's domestic violence shelter.
4	**Project Name**	Early Learning Coalition/Public Service
	Target Area	City wide

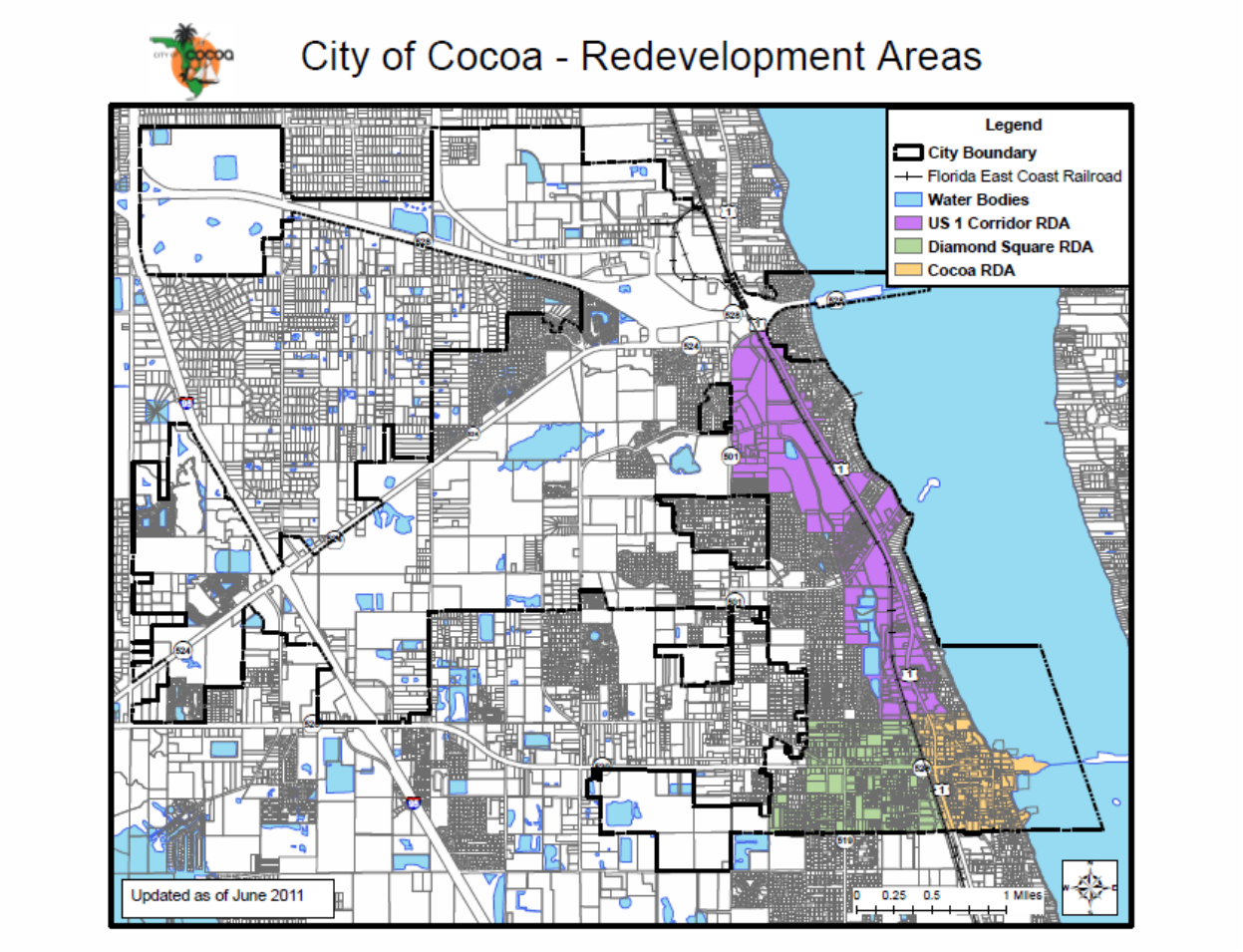
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $6,338
	Description	Agency will provide comprehensive childcare services for low-income families.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	28 children will be provided with subsidized comprehensive childcare services.
	Location Description	Assistance will be provided to those children residing within cocoa city limits.
	Planned Activities	Comprehensive childcare services will be provide to low-income families.
5	**Project Name**	Spot Demolition/Clearance
	Target Area	CENSUS TRACT 626 Census Tract 623
	Goals Supported	Spot Demolition/Clearance
	Needs Addressed	Neighborhood Services
	Funding	CDBG: $30,231
	Description	Demolition of unsafe structures within the 626 and 623 census tracks.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The demolition of 6 unsafe structures will benefit low-income residents residing in census tracks 626 and 623
	Location Description	Census tracks 626 and 623.
	Planned Activities	Clearance and demolition of unsafe structures.

6	**Project Name**	Planning and Administration
	Target Area	City wide
	Goals Supported	Fair Housing Compliance, Testing and Outreach
	Needs Addressed	
	Funding	CDBG: $33,916
	Description	Administration and oversight of the Community Development Block grant program. This will also include funding for fair housing activities.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Very-low, Low-, and moderate-income residents and predominately low-income areas will be served through administration of this grant.
	Location Description	City wide
	Planned Activities	Activities include public services, public facilities, demolition/clearance, public housing modernization, section 108 loan activity, rehab, purchase assistance, and fair housing activities.
7	**Project Name**	Public Housing Modernization
	Target Area	CENSUS TRACT 626
	Goals Supported	Public Housing Modernization
	Needs Addressed	Affordable Housing
	Funding	CDBG: $40,000
	Description	This project will fund accessibility upgrades for seniors and disabled persons residing in Cocoa Public Housing Authority rental units.
	Target Date	9/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	An estimated 144 households will benefit from this project.
	Location Description	828 Stone Street Cocoa, FL 32922
	Planned Activities	Activities include replacement of commodes for elderly/handicapped accessibility; installation of grab bars; and installation of handrails.
8	**Project Name**	Section 108 Loan Repayment
	Target Area	CENSUS TRACT 626
	Goals Supported	Repayment of Section 108 Loan Guarantee
	Needs Addressed	Public Facilities Improvements
	Funding	CDBG: $40,000 3800000: $380,000
	Description	The City of Cocoa is seeking funding through a Section 108 loan to build a community center within census tract 626. Office space will be available for non-profit agencies to serve low-income residents.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	All residents in target census tract are predominately low-income.
	Location Description	Census Tract 626 is predominately low-income. Site address is 419 Washington Avenue, Cocoa, FL 32922.
	Planned Activities	Construction of community center.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed



Within the City, there are three (3) established Community Redevelopment Areas (CRA), the Cocoa (Downtown) CRA, US-1 Corridor CRA and Diamond Square CRA. Created in 1981, Cocoa CRA encompasses Census Tract 627, currently known as 715 Block Group 2, and is the most established of the three. The area more commonly known as "Historic Cocoa Village" has experienced a boom in development especially along the banks of the Indian River. However, the area west of Florida Avenue is known as the Heart of Cocoa and is a Federal Consent Decree. Unfortunately, the 2000 Census combined all of CT627 into one block group, thereby reducing the impact of low/moderate income people residing in the Heart of Cocoa. The 2010 Census combined CT627 with CT622, and is now CT 715, however, we will continue to refer to the tract as 627 until updated low/mod information is available thru the 2010 Census. In spite of the block group consolidation, the low/moderate percent is 47.9%. This percentage is staggering when taking into consideration the affluence residing along the riverfront.

The other two CRAs were formed in 1997 and maintain a higher concentration of low/moderate persons. US-1 Corridor CRA exists primarily within CT623, of which more than 67% of residents are low/moderate. Diamond Square CRA is located within CT626, and is even more depressed with 93.0% of its residents earning less than 80% of the area median income. The population, according to the 2010 Census, is estimated to be at 3,075, resulting in a decline of 12.9% in ten (10) years. Predominantly this decline was caused by the demolition of 101 public housing units and several substandard, dilapidated vacant units. Of this year's current estimated population, 16.1% are White, 78% are Black or African American, and 5.7% are Hispanic or Latino. These areas are also a designated Florida Brownfields Area. The area encompasses all of Diamond Square CRA, most of US-1 Corridor and the Heart of Cocoa area. These areas are the focus for the majority of CDBG and HOME funded programs. However, funds are not restricted to only these areas, but are available throughout the City for activities that qualify for assistance under HUD guidelines. In fact, the 2010 Census indicates that 60.8 percent of the citizens of Cocoa earn less than 80% of the area median income and are eligible for CDBG and HOME funding.

The highest concentration of low/moderate income persons are found in the CT626, known as the Diamond Square RDA, according to the 2000 U.S. Census, 93.% of the residents in the area are low/moderate. According to the 2006-2010 American Community Survey (ACS) the median household income for the City is $40,856. The median household income for Census Tract 626 is $20,368.

Geographic Distribution

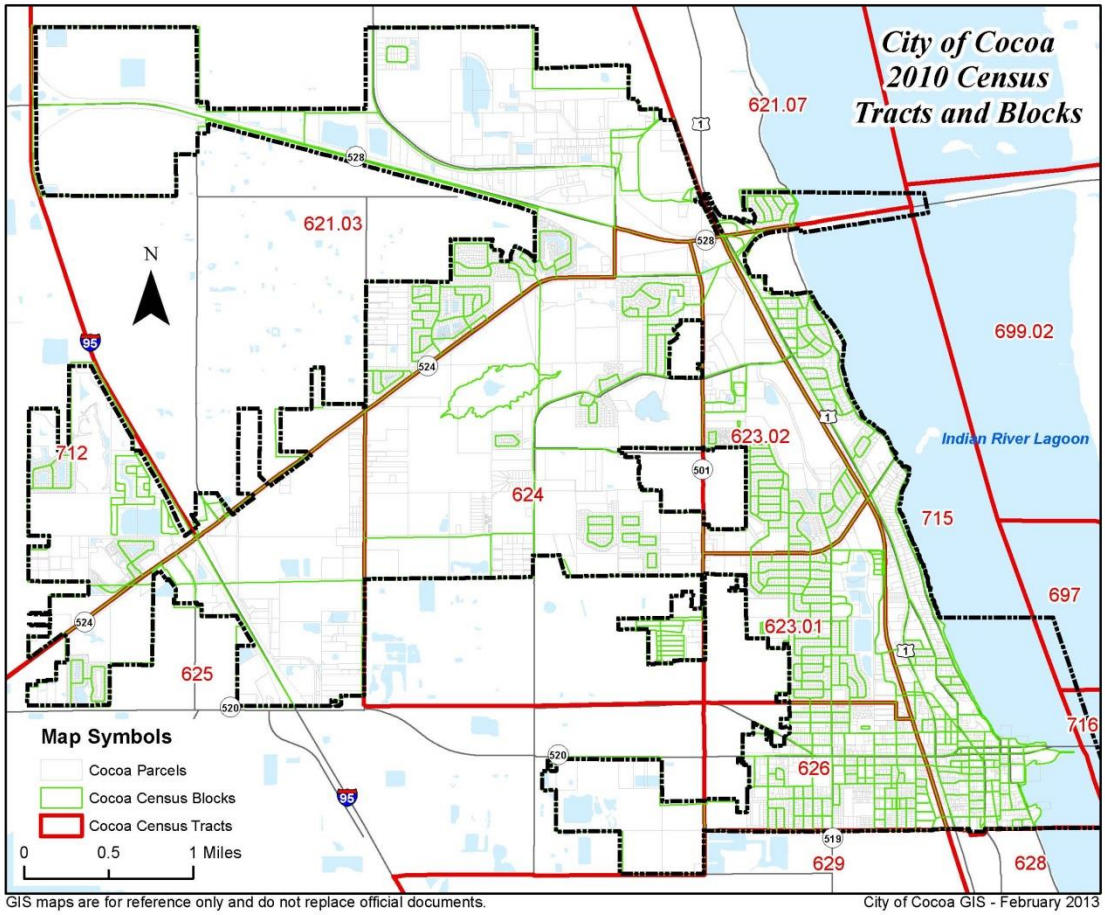
Target Area	Percentage of Funds
CENSUS TRACT 626	70
Census Tract 623	25
City wide	5

Table 22 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The basis for allocating investments within the low income census tracts was completed through the citizen participation process, which identified the needs within the City. The City is not only attempting to meet the needs of the community but also affirmatively further fair housing. It is essential to engage in not only community building activities and fund needed

improvements in low and moderate income areas but also to provide opportunities for residents to live in non-impacted areas.



In the 2010 Census, there are 8 census tracts and 19 block groups within the city, 5 of those census tracts are low/moderate income areas. Census Tract 622 and 627 (in 2000) was redistricted to Census Tract 715 (in 2010). Census Tract 623 (in 2000) was redistricted to Census Tract 623.01 and 623.02 (in 2010). The City of Cocoa has three (3) established Community Redevelopment Areas (CRA), (CT623 and CT626), all with a high concentration of low/moderate income persons. The highest concentration of low/moderate income persons are found in the CT626, known as the Diamond Square RDA, according to the 2000 U.S. Census, 93.% of the residents in the area are low/moderate. According to the 2006-2010 American Community Survey (ACS) the median household income for the City is $40,856. The median household income for Census Tract 626 is $20,368. Estimating a percentage of CDBG funds dedicated to the target areas is difficult. There are 8 census tracts within the City, of those census tracts, the City believes four (4) (census tracts 623.01, 623.02, 624, 626) are low/moderate income areas, so we anticipate 90 percent of the funds will benefit the population of these target areas.

Discussion

The City has sought investment in programs that reduce or eliminate slum and blight and promote ownership so as to diffuse the threat of creating concentrations of poverty. Through the homebuyer and housing repair programs the City seeks to encourage the development of affordable housing. At the same time, households with limited incomes often prefer to reside in locations that have access to community services such as public transportation, anti-poverty programs, and communities that have the strength of ethnic diversity and communities that provide faith-based and family-based supports.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The City of Cocoa, in collaboration with the Brevard County HOME Consortium has developed the following actions which addresses obstacles to meeting underserved needs, fostering affordable housing, reducing lead-based paint hazards, reducing the number of poverty level families, developing institutional structures, and enhancing coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

The major obstacle to meeting all underserved needs remains the lack of financial resources as identified in the five (5) year Consolidated Plan and annual Action Plan. To overcome this obstacle, the City of Cocoa will continue to seek other sources of funding and develop viable partnerships with other service providers enhance the availability of underserved populations such as, seniors, homebound frail elderly, the physically and developmentally disabled, victims of domestic violence, and infants and youth within the City.

Actions planned to foster and maintain affordable housing

Most of the City's HOME and CDBG funding is used to support programs that support decent and affordable housing opportunities for low/moderate income individuals. In FY 2008-2009 the City partnered with North Brevard Sharing Center (NBSC) for a Transitional Housing Program. Through this program, five (5) homes were purchased, rehabilitated, and made available to low/mod income families facing hardship and left homeless. The program provides affordable rent for up to 24 months, giving families the opportunity to build their finances and find a permanent home.

To continue fostering and maintaining affordable housing, the City has allocated funds for the Housing Rehab Program. Additionally, the unexpended balance of HOME funds for FY 2014-2015 and previous years will be added to the FY 2015-2016 HOME allocation of CHDO/Housing Activity. These funds shall be used to construct new affordable housing.

In order to continue encouraging the creation of new affordable housing within the City of Cocoa and to preserve and augment the residential character of the RU-2-10 Single Family and Multi-Family Dwelling District within the Community Redevelopment Area (CRA) of the City, the City created a Housing Bonus Program to provide a transferable floor area bonus for the development of new affordable housing within the CRA. For each newly constructed unit of qualifying affordable housing as defined in subsection (C) of the Housing Bonus section of the

Cocoa Code, a developer is entitled to an increase of floor area for new construction within the Central Business District.

And finally, in July 1994, the City adopted a SHIP Local Housing Assistance Plan that put into place expedited permitting policies and procedures to ensure that affordable housing projects receive priority processing. On February 14, 2006, City Council adopted Resolution No. 2006-20 waiving building permits and inspection fees for City projects or projects completed on City property.

Requests for a reduction of parking and/or setback requirements for affordable housing will be reviewed by the city staff and the appropriate board (Planning & Zoning, Board of Adjustment) and/or City Council. Any reductions will be allowed on a case by case basis if appropriate through development agreements. Development agreements must be approved by City Council. Since 2007, the City has entered into three (3) affordable housing development agreements for setback reductions, two (2) with Habitat for Humanity of Brevard County, Inc. (Habitat) and Central Florida Community Development Corp. (CFCDC). The reduction in setback requirements allowed Habitat to build three (3) homes on land zoned only for two (2) and allowed CFCDC to build eight (8) homes on land zoned only for four (4).

These endeavors will increase the availability of housing within the City, and will move the City closer to its goal of developing viable relationships with non-profit housing development organizations and developers for the development of decent, affordable and accessible housing throughout the City.

Actions planned to reduce lead-based paint hazards

The City will take the following actions to reduce lead based paint hazards:

- Continue to implement the Lead Safe Housing Rule and will ensure that all homes built prior to 1978 are inspected by qualified hazard evaluation professional and all mediation is performed by certified lead hazard contractors.
- Ensure that contractors who perform renovation, repairs, and painting jobs in pre-1978 housing and child-occupied facilities, before beginning work, provide owners, tenants, and child-care facilities with a copy of EPA's lead hazard information pamphlet Renovate Right: Important Lead Hazard Information for Families, Child Care Providers, and Schools and document compliance with this requirement; EPA's pre-renovation disclosure form.
- Ensure that lead hazard reduction be performed according to 24 CFR 35.930 on units testing positive and ongoing maintenance, monitoring and cleaning be ongoing for properties that maintain a relationship with the County/cities.
- Ensure that contractors follow three simple procedures:

1. Contain the work area. The area should be contained so that dust and debris do not escape from that area. Warning signs should be put up and heavy-duty plastic and tape should be used as appropriate: Cover the floors and any furniture that cannot be moved. Seal off doors and heating and cooling system vents. These will help prevent dust or debris from getting outside the work area.

2. Minimize dust. There is no way to eliminate dust, but some methods make less dust than others. For example, using water to mist areas before sanding or scraping; scoring paint before separating components; and prying and pulling apart components instead of breaking them are techniques that generate less dust than alternatives.

3. Clean up thoroughly. The work area should be cleaned up daily to keep it as clean as possible. When all the work is done, the area should be cleaned up using special cleaning methods before taking down any plastic that isolates the work area from the rest of the home. The special cleaning methods should include using a HEPA vacuum to clean up dust and debris on all surfaces, followed by Wet-mopping with plenty of rinse water.

The City will also integrate into its housing policies and programs the Final EPA Renovation & Remodeling Rule implemented on April 22, 2010. The Final Rule will ensure that persons performing renovations and dust sampling are properly trained; renovators, dust sampling technicians and firms performing these renovations are certified; lead-safe work practices are followed during renovations; providers of renovation and dust sampling technician training are accredited; and owners and occupants of target housing and child-occupied facilities receive information on lead-based paint hazards before renovations begin. The purpose of integrating the Final Rule into policies and procedures is to reduce potential exposure to dangerous levels of lead resulting from disturbing lead-based paint in older housing.

Actions planned to reduce the number of poverty-level families

The anti-poverty strategy is the unifying thread that ties the housing, homeless, public housing and non-housing community development strategies together as one comprehensive plan for reducing the number of poverty-families. The strategic plan, goals and objectives noted throughout this document promote self-sufficiency and empowerment.

The City of Cocoa will coordinate efforts among its many partner organizations to ensure that the goals outlines in the Consolidated Plan are met within the one year Action Plan. These partners include the Housing Authority of the City of Cocoa, neighborhood residents, representatives of health and human service agencies, businesses, faith based organizations, non-profit and for-profit developers, and local lenders.

The key goals of the City's anti-poverty strategy and five year Consolidated Plan are as follows: provision of adequate and affordable housing; neighborhood stabiliation; elimination of substandard housing; availability of special needs housing.

FY 2016-2017 public services agencies and percentage of area to be served are as follows:

Agency	Service Provided	% of Area Served	Funding Amount	% of funds expended in target areas
Early Learning Coalition of Brevard	Subsidized childcare	100% Citywide	$5,931	95%
Community Service Council – Senior Nutrition Program	Nutritious meals via home delivery and congregate dining centers	100% Citywide	$7,430	95%
Central Brevard Sharing Center	Nutritious meals provided at center	Target Area	$7,076	100%
Salvation Army Domestic Violence Shelter	Shelter and meals provided to victims of domestic violence	100% City Wide	$5,000	100%
		TOTAL:	**$25,437**	

Cocoa is a city of approximately 18,313 persons (2015 BEBR) with a disproportionate share of public housing units. Currently, the Housing Authority manages 149 Section 8 Housing Choice Vouchers and owns and operates 328 public housing units.

Barlow Homes	Cocoa, FL	37 Units	Elderly/Family Complex
Peachtree Manor	Cocoa, FL	40 Units	Family Complex
Magnolia Pointe	Cocoa, FL	1 Unit	Family
Pineda and Moore Homes	Cocoa, FL	250 Units	Elderly/Family Complex
Section 8 Housing Choice Voucher Program consists of 149 vouchers for the Housing Authority of the City of Cocoa.			

The Housing Authority of the City of Cocoa (HACoC) was established in 1953 with the construction of Barlow Homes and The Peter Young Complex. In 1961-65, three (3) additional projects were added; Peachtree Manor, Brockington Home, and the Pineda Homes/Moore Homes Complex.

The area is one of the two primary traditional African American settlement areas dating back to the early 1900's, and at one time was blessed with a thriving neighborhood-serving commercial corridor, Stone Street. In 1997, the area was designated a Community Redevelopment Area, called Diamond Square CRA; and in 2003, was designated as a Florida Enterprise Zone (EZ 0501).

Actions planned to develop institutional structure

The City of Cocoa will continue to seek and provide training for staff that promotes efficiency and effectiveness in the administration of the CDBG and HOME Programs. Training shall include venues offered by HUD, the Florida Community Development Association, fair housing organizations, and the Florida Housing Coalition, etc. In addition, the City will continue to build relationships with non-profit and for-profit housing providers and developers to support and enhance its housing development strategy. Finally, the City will continue to work collaboratively with municipalities, non-profit and private entities throughout the State to develop and strengthen its capacity to carry out programs within the City. City staff attends the three (3) community redevelopment agency meetings to improve services and quality of life for the residents of the city.

Actions planned to enhance coordination between public and private housing and social service agencies

The existing coordination of services, specifically between public and private housing has been enhanced with the creation of the Brevard County HOME Consortium whose members include Brevard County, and the cities of Cocoa, Titusville, Melbourne and Palm Bay. Additionally, in an effort to facilitate communication with other local housing nonprofit organizations, the members of the Consortium convene monthly to share federal and state housing program updates and to engage in discussions of local housing programs and initiatives.

Within Cocoa, there are a number of social service agencies and churches that provide homeless assistance programs which include preventive services, short-term/long-term housing/ and emergency food, clothing and financial assistance. The following is a list of primary agencies supported by the City of Cocoa as well as the Brevard Homeless Coalition (BHC) which provide services to the homeless population:

Brevard County Family & Children Services - Provides food, counseling, and emergency financial assistance that includes rental, utilities, medical, lodging, and transportation expenses.

Central Brevard Sharing Center – Provides food, clothing, emergency rent, utility, and medical financial assistance on a daily basis.

Housing for the Homeless of Brevard County - WIN (When-In-Need) Program - Provides 22 apartment homes in Cocoa for homeless and special needs. Twelve (12) units provide permanent long-term affordable housing for persons with mental illness and other special needs; ten units provide transitional housing for homeless, special needs individuals and families with children. The remaining two units are used for the provision of special services such as counseling and miscellaneous support services.

Early Learning Coalition of Brevard - Assists working parents in finding and paying for child care services, and offers parenting classes and support groups for teen mothers.

Crosswinds Youth Services – Programs for children and young people and their families including Comprehensive Assessment of Troubled Under-Aged Individuals; Emergency Youth Crisis Shelter; 24-Hour Crisis, Info & Referral Line, Community Counseling; Transitional Living Program; Foster Care; Intensive Delinquency Diversion Services; Juvenile Assessment Center; Project Safe Place; and Brevard Job Link Youth Services.

The Salvation Army - Provides emergency food, clothing, counseling, and financial assistance for rent, utilities, and medical prescription.

The Salvation Army Domestic Violence Shelter - Provides food, clothing, counseling and housing for women and children of domestic violence.

Catholic Charities of Central Florida - Provides counseling services, short term emergency financial assistance, transitional housing, pregnancy counseling and adoption services, and a food pantry.

The City will continue to partner and support the above listed agencies to address the specific objectives of the Strategic Plan which are to:

- help low income families avoid homelessness;
- establish facilities for substance abusers, mentally ill, and dually diagnosed; and support case management services for ex-offenders;
- support activities to fill gaps in Brevard County's Continuum of Care;
- respond to urgent community needs; and
- increase permanent supportive housing and transitional beds for persons with special needs to include housing for unaccompanied homeless youth.

Discussion

The City of Cocoa will use its limited financial resources to address the needs identified in this plan.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The City of Cocoa receives an annual allocation of CDBG funds as an entitlement city. HOME funds are received as part of the Brevard County HOME Consortium. The questions below have been completed as they are applicable.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	847,920
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**847,920**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

The City will fund the following agencies and activities to address other needs of the community:

FINAL STATEMENT OF CDBG PROJECTS FOR FY 2016-2017

(Allocation consists of $169,584)

PUBLIC SERVICES:	
Early Learning Coalition of Brevard *(subsidized child care)*	$5,931
Community Services Council (*meals on wheels & seniors at lunch)*	$7,430
Central Brevard Sharing Center (*community kitchen)*	$7,076
Salvation Army (*meals in domestic violence shelter)*	$5,000
HOUSING, PUBLIC FACILITIES, & IMPROVEMENTS:	
Section 108 Loan Guarantee Program *(public facility and improvements)*	$40,000
Demolition & Clearance *(code enforcement initiated demolitions)*	$30,231
Housing Authority of the City of Cocoa (*housing modifications for seniors/disabled*)	$40,000
CDBG ADMINISTRATION:	
CDBG Administration and Operational funds	$32,866
Fair Housing Education & Outreach	$1,050
TOTAL CDBG FUNDS: $169,584	

FINAL STATEMENT OF HOME PROJECTS FOR FY 2016-2017

(Allocation consists of $72,045)

HOUSING: CHDO/Housing Activity	$ 66,281
HOME Administration and Operational funds	$ 5,764

TOTAL HOME FUNDS:	**$72,045**

Discussion

At this time, the City of Cocoa does not anticipate receiving Program Income, surplus funds from urban renewal settlements, grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan, or income from float-funded activities during FY2016-2017. Within the next year, the City of Cocoa does anticipate applying for a Section 108 Loan Guarantee in the amount of $847,920.

Appendix - Alternate/Local Data Sources

- Non-state Certifications
- Citizen Participation Plan
- Public Comments and Responses
- Lead Hazard by Census Tract
- Point In Time Count information
- Maps

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

_____

Signature/Authorized Official Date

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) _____ , _____(a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

   However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

   The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

_____ _____

Signature/Authorized Official Date

_____

Title

OPTIONAL CERTIFICATION
CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

_____ _____
Signature/Authorized Official Date

_____
Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

> The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

_____ _____

Signature/Authorized Official Date

_____

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

CITIZEN PARTICIPATION PLAN

CITY OF COCOA

COMMUNITY SERVICES DEPARTMENT

In accordance with CFR 24, Part 91 and Part 5, Subpart A, Section 5.158, the City of Cocoa is required to develop a Citizen Participation Plan and is hereby certifying that the following policies and procedures are being undertaken:

CONSULTATION

- When preparing the Citizen Participation Plan, the Consolidated Plan, the annual Action Plan, the Assessment of Fair Housing (AFH), and the Section 108 Loan Guarantee Application, the City shall consult with other public and private agencies which provide housing, health, and social services (including those agencies focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons).

- When preparing the portion of the Consolidated Plan concerning lead-based paint hazards, the City shall consult with State or local health and child welfare agencies. The City shall examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead poisoned, if available.

- The City shall consult with local government agencies with metropolitan-wide planning responsibilities, particularly for problems and solutions that go beyond the City's jurisdiction.

- The City shall consult with the local public housing agency participating in an approved Comprehensive Grant program concerning consideration of public housing needs and planned Comprehensive Grant program activities. The City shall encourage the participation of residents of public and assisted housing developments in the process of developing and implementing the Consolidated Plan, Assessment of Fair Housing, and the Section 108 Loan Program along with other low-income residents of targeted revitalization areas in which the developments are located. The City shall provide information to the housing agency about Consolidated Plan activities related to its developments and surrounding communities so that the housing agency can make this

information available at the annual public hearing required under the Comprehensive Grant program. Also, the City shall cooperate in providing resident programs and services and will help ensure that activities with regard to local drug elimination, neighborhood improvement programs, and resident programs and services, funded under the public housing program and those funded under a program covered by the Consolidated Plan are fully coordinated to achieve comprehensive community development goals.

ENCOURAGEMENT OF CITIZEN PARTICIPATION

The process of citizen participation shall be provided on a community-wide basis, to encourage citizens to participate in the development of the Citizen Participation Plan, the Consolidated Plan, any substantial amendments, annual Action Plan, and performance reports with particular emphasis on participation by persons of low- and moderate-income, particularly those living in slum and blighted areas and in areas where Community Development Block Grant (CDBG) funds are proposed to be used. The City will encourage the participation of all citizens, including residents of predominately low- and moderate-income neighborhoods, minorities, non-English speaking persons and persons with disabilities. All plans and reports shall be in a format accessible to persons with disabilities, upon request. Notices of public hearings and meetings will be circulated to local churches, made available to community groups, organizations and interested persons. Notices will be posted at strategic locations throughout the City, as well as advertised in a newspaper of general circulation.

The City will provide timely and reasonable notice to the public to receive comments on the Consolidated Plan, annual Action Plan, substantial amendments, and performance reports during the planning year. All comments will be reviewed by the City and shall be considered prior to the adoption of the particular plan or document. The City shall respond to any written responses or comments within fifteen (15) working days, where practical. The City will consult with the public housing agency to notify them of the availability of funding in relation to their housing needs and to provide information on the priority housing and non-housing needs for residents of public and assisted housing in the development of the Consolidated Plan and annual Action Plan. The City shall make available any performance reports to citizens and provide them reasonable notice and opportunity to comment. Reports shall be advertised in a newspaper of general circulation no less than fifteen (15) days prior to submission to U. S. Department of Housing & Urban Development.

FAIR HOUSING

In accordance with new regulatory requirements at 24 CFR Part 5, 24 CFR 5.158 and 5.164, community consultation and citizen participation will be encouraged in preparing and revising the City's Assessment of Fair Housing (AFH) to affirmatively further fair housing. The AFH will be prepared and submitted with each new five-year Consolidated Plan.

DEVELOPMENT OF THE CONSOLIDATED PLAN

The City of Cocoa shall make available to citizens, public agencies, and other interested parties information that includes the amount of assistance the City expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income. The City shall indicate a plan for minimizing displacement of persons as a result of activities assisted with federal funds and to assist persons displaced as a result of such activities, specifying the types and levels of assistance the City shall make available (or require others to make available) to persons displaced, even if the City expects no displacement to occur. This will be accomplished via community meetings, public hearings, legal notices and posted notices at City Hall and throughout the community.

Also, the City shall make available in a newspaper of general circulation, a summary of the consolidated Plan, describing its contents and purpose, a list of the locations where copies of the entire proposed Consolidated Plan may be examined, and where the copies of the entire document can be reviewed. Copies of the Consolidated Plan, Assessment of Fair Housing, and Section 108 Loan Guarantee Program Application will be provided at City Hall, the local library, and at the Brevard County Housing & Human Services Department. A reasonable number of free copies of the plan to citizens and groups shall be available upon request. The Plan process will provide for at least one public hearing during the development of the Consolidated Plan and provide a period, not less than thirty (30) days, to receive comments from citizens on the proposed Consolidated Plan. All comments received in writing, or orally at public hearings will be considered in preparing the final plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefor, shall be attached and submitted with the final Consolidated Plan.

PUBLIC HEARINGS

The City of Cocoa will provide for at least two (2) public hearings per year to obtain citizens' views and to respond to proposals and questions, to be conducted at a

minimum of two (2) different stages of the program year. Together, the hearings shall address housing and community development needs, development of proposed activities, and review of program performance. The City shall obtain the views of citizens on housing and community development needs, including priority non-housing community development and fair housing concerns, and shall provide at least one (1) of the hearings is held before the proposed Consolidated Plan is published for comment. Public hearings shall be advertised in a newspaper of general circulation one (1) week prior to the public hearing and information will be circulated to local churches, organizations, and at various locations throughout the community. Public hearings shall be held at times and locations convenient to potential and actual beneficiaries, and with accommodations for persons with disabilities.

In the event a significant number of non-English speaking residents are expected to participate at the hearings, the City will make arrangements for a suitable method of communication to be available to the group, providing a request is made at least two (2) working days prior to the public hearing.

MEETINGS

Citizens will be provided reasonable and timely access to local meetings. Additionally, notices will be sent various housing and community development agencies and posted throughout the City at least one week prior to the meeting date.

AVAILABILITY TO THE PUBLIC

If the City decided to amend or make substantial changes to the adopted Consolidated Plan, annual Action Plan, or performance reports, a public notice will be placed in a newspaper of general circulation making the modified plan available to citizens for review and comment in a form accessible to persons with disabilities, upon request.

ACCESS TO RECORDS

The City will provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records in relation to the consolidated Plan, annual Action Plan, substantial amendments, annual evaluation and performance reports, and the City's use of assistance under the programs during the preceding five (5) years. All information shall be available to citizens at the City of Cocoa Community Services Office, which is currently located at 65 Stone Street, Cocoa, FL 32922.

TECHNICAL ASSISTANCE

The City, through the Community Services Department, will provide technical assistance to organizations and representatives of persons of low- and moderate-income that requests such assistance in developing proposals and understanding the process of requesting funds. The level and type of assistance will be determined upon the needs of each individual request. City staff will provide speakers to address any community or civic group wishing to obtain information regarding the program.

COMPLAINTS

The Deputy Community Services Director or Designee shall make every effort possible to respond in writing within fifteen (15) days to any written or oral complaint, when practical. A citizen may file a written complaint at any time to the U.S. Department of Housing and Urban Development at the following address:

U. S. Department of Housing and Urban Development
Jacksonville Office of Community Planning and Development
400 West Bay Street, Suite 1015
Jacksonville, FL 32202

CRITERIA FOR AMENDMENTS

The City shall provide citizens with reasonable notice of, and opportunity to comment on, proposed changes in the adopted Consolidated Plan and annual Action Plan if such change would result in: changes in the City's allocation priorities or a change in the method of distribution of funds; and/or carrying out an activity using funds from any program covered by the Consolidated Plan (including program income), not previously described in the annual Action Plan.

The City shall apply the following criteria in determining whether a change in an activity represents a substantial amendment. An activity shall be considered substantially changed if:

- The percentage of federal funds expended for the benefit of very low-, low-, and moderate-income persons falls below its required 70% as a result of any proposed increase or decrease in expenditures for any one project or activity.

- Any changes in the purpose, scope, location or beneficiaries of an activity that would increase or decrease the estimated cost of the project or activity by more

than twenty-five percent (25%) of the amount projected in the annual Action Plan.

Note: Allocations for projects and activities included in the annual Action Plan can be increased or decreased more than twenty-five percent (25%) provided there is not a change in the purpose, scope, location or beneficiaries of the activity.

Reallocation of CDBG and/or Home Investment Partnership Program (HOME) funds in relation to an addition or deletion of priority needs and projects are as follows:

- The addition of a new priority need not included in the adopted Consolidated Plan or a new project in the annual Action Plan which is not cover by a priority need in the adopted Consolidated Plan.

- The deletion of a priority need identified in the adopted Consolidated Plan or a deletion of a project or activity identified in the annual Action Plan which would prevent a priority need identified in the approved Consolidated Plan from being attained.

The City shall provide citizens with reasonable notice and an opportunity to comment on any substantial changes and amendments made to the adopted Consolidated Plan. Citizens will be provided a period, not less than thirty (30) days, to comment on substantial amendments before the amendment is implemented. Any comments or views received in writing, or orally at public hearing, will be considered by the City and summarized and attached to the substantial amendment of the Consolidated Plan for submission to HUD.

The City of Cocoa and members of the Brevard County HOME Consortium are responsible for the development of their respective Citizen Participation Plans and individual CDBG entitlement grants. All HOME program amendments initiated by the City must be submitted to Brevard County for submittal to HUD.

The Citizen Participation Plan was previously approved by City Council on May 27, 2008.

Approved by the City Council on: June 14, 2016

Henry U. Parrish, III, Mayor

CITY OF COCOA

FY2016/2020 CONSOLIDATED PLAN SURVEY COMMENTS

- **Only do things that help everyone.**
- **One of the key "hidden" issues is the endemic homelessness and the lack of available affordable housing for the homeless**
- **Should only be spent on creating jobs, no welfare, no free __.**
- **Please investigate S.T.E.P.S. Program in Cocoa (very corrupt)**
- **Stop exploitation of the elderly. Get rid of low income housing for all. Keep our elderly separate and safe from others.**
- **Inside walking like community center in Tennessee.**

Community Facilities	Low 1	2	3	High 4
Senior Centers	5	10	6	20
Youth Centers	3	4	8	23
Childcare Centers	2	9	9	16
Community Centers	1	11	6	20
Parks and Rec Facilities	1	8	6	22
Community Services				
Senior Activities	3	8	9	19
Youth Activities	1	4	11	23
Childcare Services		9	8	19
Anti-Crime Programs	3	4	8	21
Health Services	1	3	12	20
Transportation Services	2	6	11	17
Infrastructure				
Drainage Improvements	2	4	10	21
Sewer Connections	4	6	10	18
Sidewalk Installation	2	7	6	27
Street Lighting/Streetscape	3	5	9	25
Special Needs Services				
Centers/Services for Disabled	5	6	8	22
Accessibility Improvements (ADA)	4	9	9	15
Domestic Violence Services	3	5	9	23
Substance Abuse Services	6	7	5	21
Homeless Services/Shelters	3	3	8	25
Neglected/Abused Children Services	3	4	4	27
Housing				
Housing Repairs	3	8	7	20
Down Payment Assistance	7	6	9	18
Housing for Special Needs	1	6	11	19
Housing for Elderly	3	5	8	22
Development of Single Family Housing	2	7	9	16
Affordable Rental Housing	4	6	7	19
Fair Housing Training	5	9	5	15
Energy Efficiency Improvements	3	4	11	16
Neighborhood Services				
Code Enforcement	4	4	12	17
Demolition of unsafe buildings	2	5	6	27
Emergency Home repairs	3	9	7	21
Buisness & Jobs				
Employment Training	6	2	9	24
Buisness Mentoring	4	7	10	14
Job Creation/Retention	2	2	9	24
Building Façade Improvements	5	7	11	13

LEAD HAZARD BY CENSUS TRACT

The following table is the best resource available (2000 U.S. Census) that gives an idea of high risk of lead hazard by the census tracts in the city limits. It also indicates housing units with low income.

Includes Tract 062200 in Brevard County

Summary of Lead Hazards

Number of housing units with a high risk of lead hazards:	21 units
Percent of housing units with a high risk of lead hazards:	2.8 %
Housing units built before 1950:	230 units
Housing units with low income:	70 units
Percent of housing units with low income:	9.2 %
Children under 5 living below poverty:	16 children
Percent of children under 5 below poverty:	13 %

Tract 062600 in Brevard County

Summary of Lead Hazards

Number of housing units with a high risk of lead hazards:	100 units
Percent of housing units with a high risk of lead hazards:	7.7 %
Housing units built before 1950:	230 units
Housing units with low income:	610 units
Percent of housing units with low income:	45 %
Children under 5 living below poverty:	170 children
Percent of children under 5 below poverty:	62 %

Tract 062400 in Brevard County

Summary of Lead Hazards

Number of housing units with a high risk of lead hazards:	5.3 units
Percent of housing units with a high risk of lead hazards:	.21 %
Housing units built before 1950:	34 units
Housing units with low income:	390 units
Percent of housing units with low income:	16 %
Children under 5 living below poverty:	170 children
Percent of children under 5 below poverty:	43 %

Tract 062700 in Brevard County

Summary of Lead Hazards

Number of housing units with a high risk of lead hazards:	37 units
Percent of housing units with a high risk of lead hazards:	5.8 %
Housing units built before 1950:	220 units
Housing units with low income:	110 units
Percent of housing units with low income:	17 %
Children under 5 living below poverty:	20 children

Percent of children under 5 below poverty:	47 %

Tract 062300 in Brevard County

Summary of Lead Hazards

Number of housing units with a high risk of lead hazards:	20 units
Percent of housing units with a high risk of lead hazards:	.68 %
Housing units built before 1950:	84 units
Housing units with low income:	710 units
Percent of housing units with low income:	24 %
Children under 5 living below poverty:	350 children
Percent of children under 5 below poverty:	74 %

Date of PIT Count: 1/25/2016
Population: Sheltered and Unsheltered Count

Total Households and Persons

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	153	253	0	151	557
Total Number of Persons	174	470	0	183	827
Number of Children (under age 18)	31	160		20	211
Number of Persons (18 to 24)	10	33	0	0	43
Number of Persons (over age 24)	133	277	0	163	573

Gender

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	46	216	0	47	309
Male	128	253	0	136	517
Transgender (male to female)	0	1	0	0	1
Transgender (female to male)	0	0	0	0	0

Ethnicity

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	163	422	0	170	755
Hispanic/Latino	11	48	0	13	72

Race

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	114	295	0	139	548
Black or African-American	40	149	0	41	230
Asian	0	0	0	0	0

American Indian or Alaska Native	1	7	0	0	8
Native Hawaiian or Other Pacific Islander	3	0	0	0	3
Multiple Races	16	19	0	3	38

Point-in-Time Count FL-513 Palm Bay/Melbourne/Brevard County CoC

Inventory Count Date: 1/25/2016

Population: Sheltered and Unsheltered Count

Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	3	81	15	99
Total Number of persons (Adults & Children)	11	281	30	322
Number of Persons (under age 18)	6	160	15	181
Number of Persons (18 - 24)	0	13	0	13
Number of Persons (over age 24)	5	108	15	128

Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	4	180	16	200
Male	7	101	14	122
Transgender (male to female)				0
Transgender (female to male)				

Ethnicity (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	11	245	26	282
Hispanic/Latino	0	36	4	40

Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	4	150	17	171
Black or African-American	5	112	11	128

Asian	0	0	0	0
American Indian or Alaska Native	0	2	0	2
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	2	17	2	21

Inventory Count Date: 1/25/2016
Population: Sheltered and Unsheltered Count

Persons in Households with only Children

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	25	0	5	30
Total Number of children (under age 18)	25	0	5	30

Gender (adults and	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	10	0	1	11
Male	15	0	4	19
Transgender (male to female)				0
Transgender (female to male)				0

Ethnicity (adults and	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	25	0	5	30
Hispanic/Latino	0	0	0	0

Race (adults and	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	9	0	5	14
Black or African-American	11	0	0	11
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	5	0	0	5

Inventory Count Date: 1/25/2016
Population: Sheltered and Unsheltered Count

Persons in Households without Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	125	172	0	131	428
Total Number of persons (Adults)	138	189	0	148	475
Number of Persons (18 - 24)	10	20	0	0	30
Number of Persons (over age 24)	128	169	0	148	445

Gender (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	32	36	0	30	98
Male	106	152	0	118	376
Transgender (male to female)					1
Transgender (female to male)					0

Ethnicity (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	127	177	0	139	443
Hispanic/Latino	11	12	0	9	32

Race (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	101	145	0	117	363
Black or African-American	24	37	0	30	91
Asian	0	0	0	0	0
American Indian or Alaska Native	1	5	0	0	6

Native Hawaiian or Other Pacific Islander	3	0	0	0	3
Multiple Races	9	2	0	1	12

Point-in-Time Summary Veterans for FL-513 - Palm Bay/Melbourne/Brevard County CoC

Date of PIT Count: 1/25/2016
Population: Sheltered and Unsheltered Count

Total Households and Persons

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	5	142	0	13	160
Total Number of Persons	5	154	0	13	172
Total Number of Veterans	5	142	0	13	160

Gender

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	0	10	0	1	11
Male	5	132	0	12	149
Transgender (male to female)	0	0	0	0	0
Transgender (female to male)	0	0	0	0	0

Ethnicity

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	5	134	0	12	151
Hispanic/Latino	0	8	0	1	9

Race

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	4	113	0	10	127
Black or African-American	0	23	0	3	26
Asian	0	0	0	0	0

American Indian or Alaska Native	0	5	0	0	5
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races	1	1	0	0	2

Point-in-Time Count Veterans FL-513 Palm Bay/Melbourne/Brevard County CoC

Inventory Count Date: 1/25/2016

Population: Sheltered and Unsheltered Count

Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	0	6	0	6
Total Number of Persons	0	17	0	17
Total Number of Veterans	0	6	0	6

Gender (veterans only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	0	2	0	2
Male	0	4	0	4
Transgender (male to female)				0
Transgender (female to male)				

Ethnicity (veterans only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	0	5	0	5
Hispanic/Latino	0	1	0	1

Race (veterans only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	0	6	0	6
Black or African-American	0	0	0	0
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0

Native Hawaiian or Other Pacific Islander	0	0	0	0
Multiple Races	0	0	0	0

Inventory Count Date: 1/25/2016
Population: Sheltered and Unsheltered Count

Persons in Households without Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	5	136	0	13	154
Total Number of Persons	5	137	0	13	155
Total Number of Veterans	5	136	0	13	154

Gender (veterans only)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	0	8	0	1	9
Male	5	128	0	12	145
Transgender (male to female)					0
Transgender (female to male)					0

Ethnicity (veterans only)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	5	129	0	12	146
Hispanic/Latino	0	7	0	1	8

Race (veterans only)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	4	107	0	10	121
Black or African-American	0	23	0	3	26
Asian	0	0	0	0	0
American Indian or Alaska Native	0	5	0	0	5
Native Hawaiian or Other Pacific Islander	0	0	0	0	0

Multiple Races	1	1	0	0	2

Point-in-Time Subpopulations Summary for FL-513 - Palm Bay/Melbourne/Brevard County CoC

Date of PIT Count: 1/25/2016
Population: Sheltered and Unsheltered Count

Chronically Homeless Subpopulations

	Sheltered		Unsheltered	Total
	Emergency Shelters	Safe Haven		
Chronically Homeless Individuals	43	0	120	163
Chronically Homeless Families (Total Number of Families)	0		15	15
Chronically Homeless Families (Total Persons in Household)	0		30	30

Chronically Homeless Veterans

	Sheltered		Unsheltered	Total
	Emergency Shelters	Safe Haven		
Chronically Homeless Individuals	3	0	13	16
Chronically Homeless Families (Total Number of Families)	0		0	0
Chronically Homeless Families (Total Persons in Household)	0		0	0

Other Homeless Subpopulations

	Sheltered	Unsheltered	Total
	Persons in emergency shelters, transitional housing and safe havens		
Adults with a Serious Mental Illness	74	40	114
Adults with a Substance Use Disorder	49	26	75
Adults with HIV/AIDS	0	0	0
Victims of Domestic Violence	31	0	31

Inventory Count Date: 1/25/2016
Population: Sheltered and Unsheltered Count

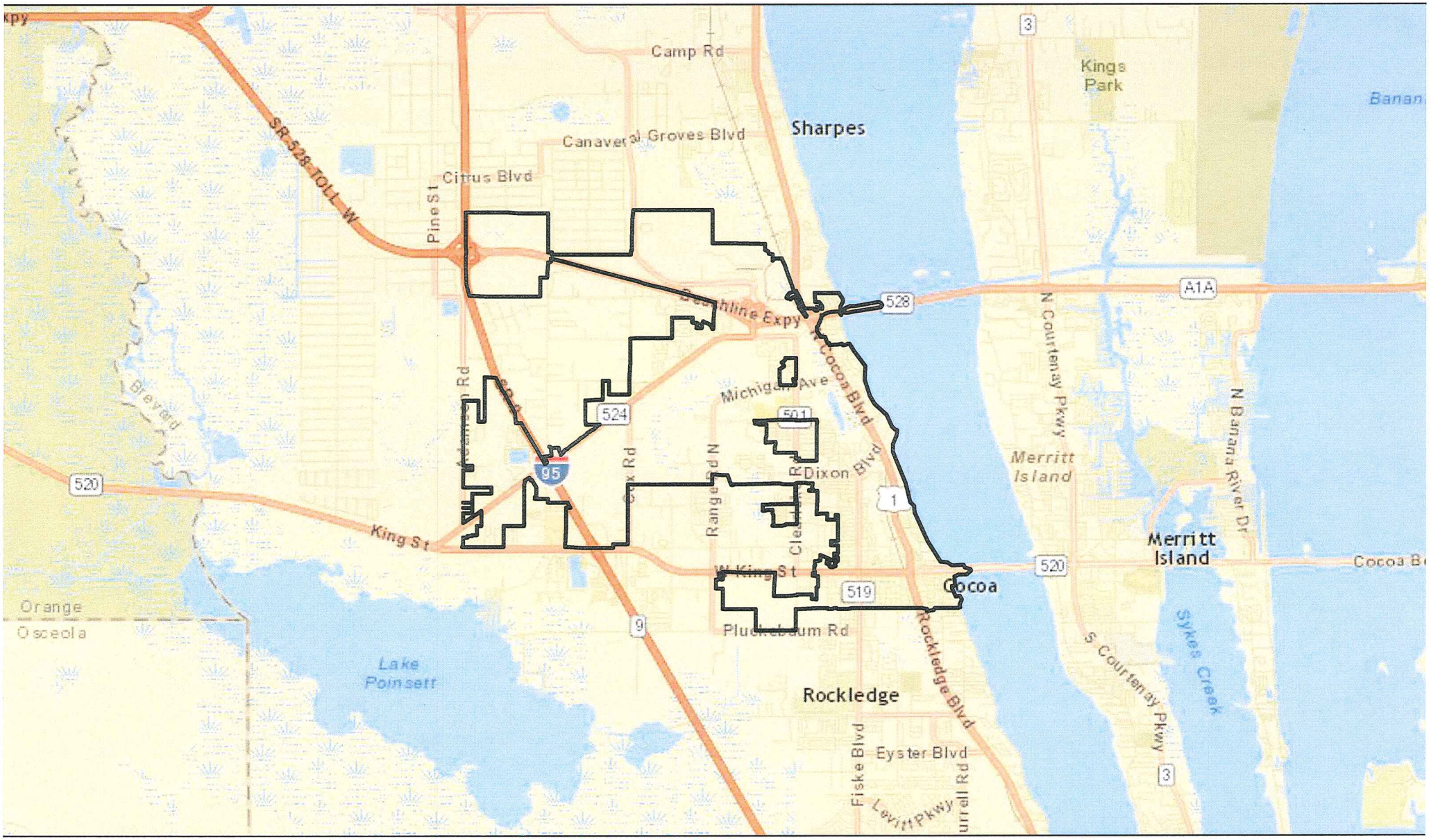
Youth Households

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	34	33	0	5	72
Number of parenting youth households	0	13		0	13
Number of unaccompanied youth households	34	20	0	5	59
Total number of persons	35	46	0	5	86
Total number of persons in parenting youth households	0	26	0	0	26
Number of parenting youth (youth parents only)	0	13	0	0	13
Number of parenting youth (under age 18)	0	0		0	0
Number of parenting youth (age 18 to 24)	0	13		0	13
Number of children with parenting youth (children under age 18 with parents under age 25)	0	13		0	13
Total number of unaccompanied youth	35	20	0	5	60
Number of unaccompanied children (youth under age 18)	25	0		5	30
Number of unaccompanied youth between ages 18 and 24	10	20	0	0	30

Gender (parenting youth and unaccompanied youth only)

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	12	11	0	2	25

City of Cocoa - City Boundary & CDBG Allocation



ıne 1, 2016

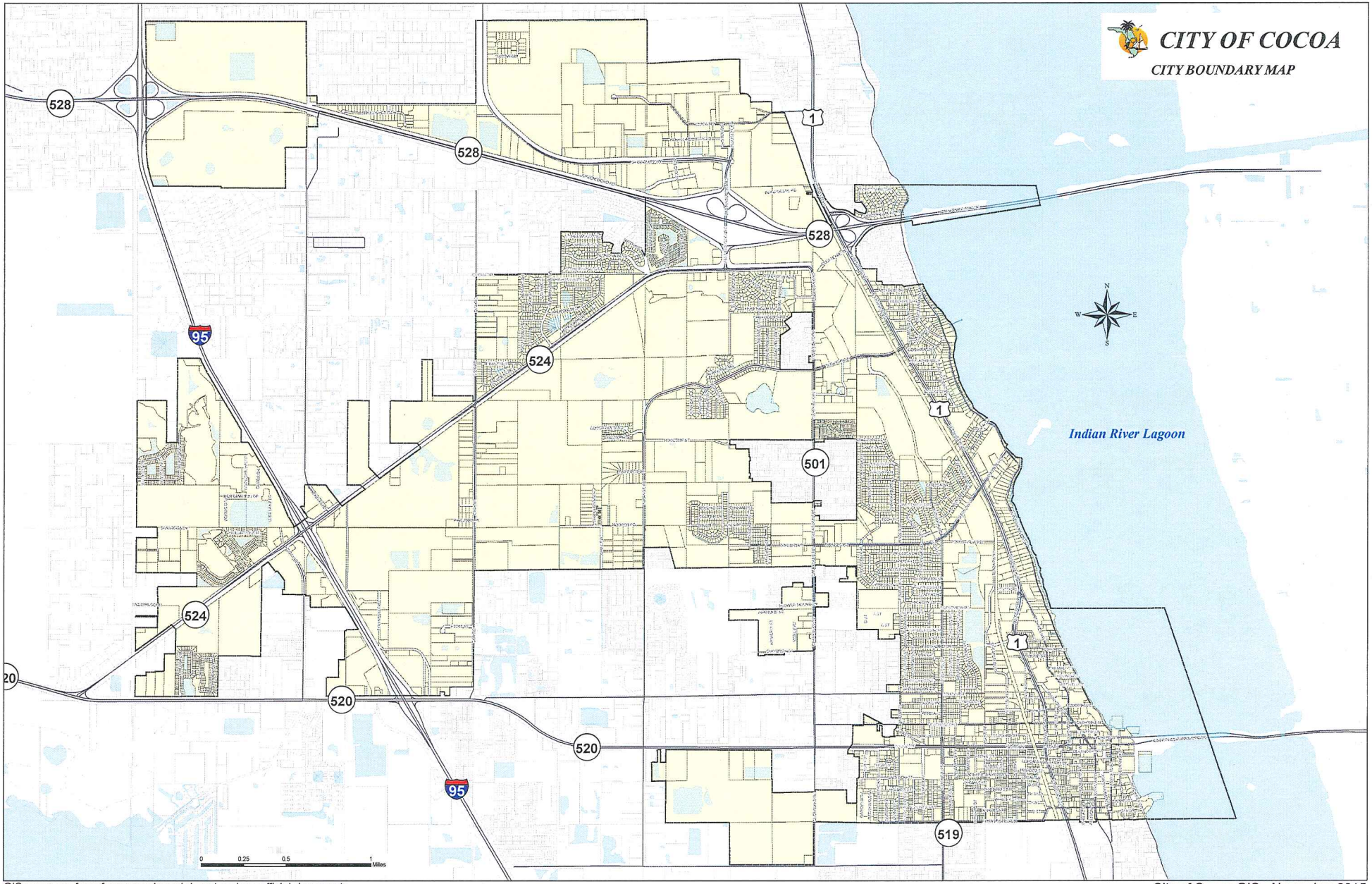
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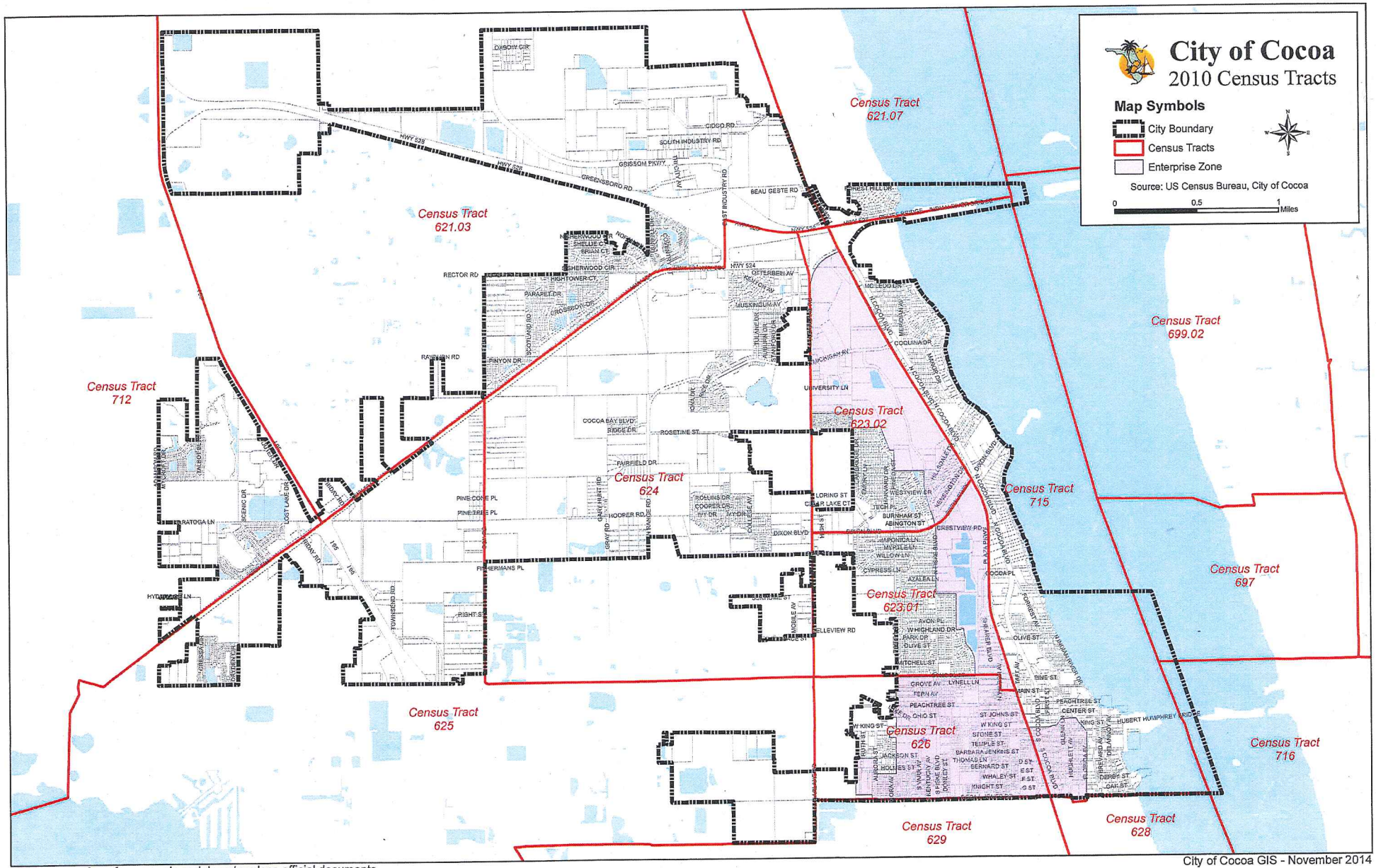
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Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRC/ Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia OpenStreetMap contributors, and the GIS User Community



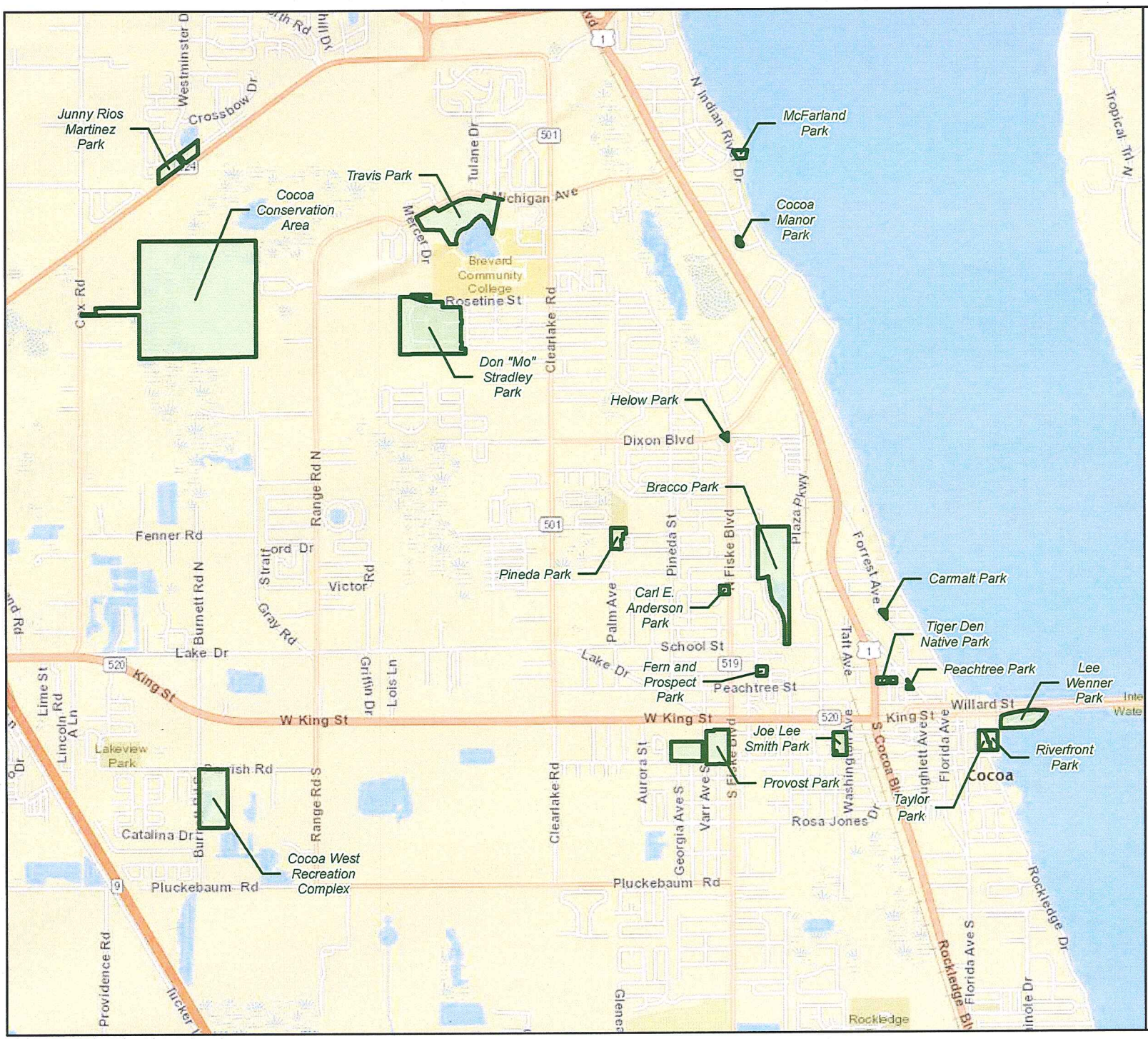
GIS maps are for reference only and do not replace official documents.

City of Cocoa GIS - November 2015



GIS maps are for reference only and do not replace official documents.

City of Cocoa GIS - November 2014



City of Cocoa
Park Boundaries

Park Boundary

N
W E
S

0 1,000 2,000 3,000
Feet

Map Date: 06/03/2016

City of Cocoa
65 Stone St.
Cocoa, FL 32922
www.cocoafl.org

Map Disclaimer:

The map is created from theCity of Cocoa's GIS database. The City of Cocoa makes no claims, no representations, and no warranties, express or implied, concerning the validity (express or implied), the reliability or the accuracy of the GIS data and GIS data products furnished by the City, including the implied validity of any uses of such data.

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Legislation Details (With Text)

File #:	16-252	**Version:**	1	**Name:**	
Type:	Agenda			**Status:**	Public Hearing
File created:	6/8/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Council's consideration and public comment on the allocation of the 2016 Edward Byrne Memorial Justice Assistance Grant in the amount of $24,384 for FY17 under Project Numbers PD14MC, PD15TS, and PD14K9. (Chief of Police)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	JAGLocal16 JAG FY2017 Internal Application.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 8, 2016
Agenda Date: June 28, 2016
Prepared By: Eric Austin
Through: Mike Cantaloupe
Requested Action:
Council's consideration and public comment on the allocation of the 2016 Edward Byrne Memorial Justice Assistance Grant in the amount of $24,384 for FY17 under Project Numbers PD14MC, PD15TS, and PD14K9.

BACKGROUND:

The Police Department received notification of its 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) allocation in the amount of $24,384. The project area identified for future use of said funds is for general equipment - $24,384 will be used to purchase a Total Station for Investigations, Traffic Data Collection unit, Tasers and a K-9 Bite Suit.

The term of the grant is for a period of four years, and all funds, plus interest, must be expended. The Police Department requests public comment and Council's consideration for the aforementioned project areas. Funds will not be awarded until FY17; therefore, the department will budget during the budget cycle for items mentioned above.

STRATEGIC PLAN CONNECTION:

Purchasing of the above general equipment will help the Police Department serve the citizens of Cocoa more efficiently, accurately, and improve the safety for the Citizens and officers. .

powered by Legistar™

BUDGETARY IMPACT:

Budgeted-pending approval of the FY2017 Budget No
If not budgeted, is amendment/transfer attached? N/A

Amount Requested: $10,241
Account Number: 001-2100-521.64
Account Name: Police Capital
Project Number: PD14MC

Amount Requested: $2,835
Account Number: 001-2100-521.64
Account Name: Police Capital
Project Number: PD14MC

Amount Requested: $10,863
Account Number: 001-2100-521.64
Account Name: Police Capital
Project Number: PD15TS

Amount Requested: $1,240
Account Number: 001-2100-52.00
Account Name: Police Operating
Project Number: PD14K9

Source of Funds: __X__ Grant Source

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Council's consideration and public comment on the allocation of the 2016 Edward Byrne Memorial Justice Assistance Grant in the amount of $24,384 for FY17 under Project Numbers PD14MC, PD15TS, and PD14K9. .

OMB No. 1121-0329
Approval Expires 12/31/2018

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP) Bureau of Justice Assistance (BJA) is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence.

Edward Byrne Memorial Justice Assistance Grant (JAG) Program Fiscal Year (FY) 2016 Local Solicitation Applications Due: June 30, 2016

Eligibility

Eligible applicants are limited to units of local government appearing on the FY 2016 JAG Allocations List. To view this list, go to www.bja.gov/programs/jag/16jagallocations.html. For JAG Program purposes, a unit of local government is a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state; or, it may also be a federally recognized Indian tribal government that perform law enforcement functions (as determined by the Secretary of the Interior). Otherwise a unit of local government may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes. In Louisiana, a unit of local government means a district attorney or parish sheriff.

Deadline

Applicants must register in the OJP Grants Management System (GMS) prior to submitting an application for this funding opportunity. Registration is required for all applicants, even those previously registered in GMS. Select the "Apply Online" button associated with the solicitation title. All registrations and applications are due by **due by 5:00 p.m. eastern time on June 30, 2016**.

For additional information, see How to Apply in Section D. Application and Submission Information.

Contact Information

For technical assistance with submitting an application, contact the Grants Management System Support Hotline at 888-549-9901, option 3 or via email at GMS.HelpDesk@usdoj.gov. The GMS Support Hotline hours of operation are Monday – Friday from 6:00 a.m. to midnight eastern time, except federal holidays.

Applicants that experience unforeseen GMS technical issues beyond their control that prevent them from submitting their application by the deadline must email the contact identified below **within 24 hours after the application deadline** and request approval to submit their application. Additional information on reporting technical issues is found under "Experiencing Unforeseen GMS Technical Issues" in the How to Apply section.

For assistance with any other requirement of this solicitation, contact the National Criminal Justice Reference Service (NCJRS) Response Center: toll-free at 1-800-851-3420; via TTY at 301-240-6310 (hearing impaired only); email grants@ncjrs.gov; fax to 301-240-5830; or web chat at https://webcontact.ncjrs.gov/ncjchat/chat.jsp. The NCJRS Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday through Friday. You may also contact your State Policy Advisor.

Release date: May 16, 2016

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Edward Byrne Memorial Justice Assistance Grant (JAG) Program: FY 2016 Local Solicitation (CFDA #16.738)

A. Program Description

Overview
The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. § 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions. The JAG Program provides states and units of local governments with critical funding necessary to support a range of program areas including law enforcement; prosecution and court programs; prevention and education programs; corrections and community corrections; drug treatment and enforcement; crime victim and witness initiatives; and planning, evaluation, and technology improvement programs.

Program-Specific Information
JAG funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems that will improve or enhance such areas as:

- Law enforcement programs.
- Prosecution and court programs, including indigent defense.
- Prevention and education programs.
- Corrections, community corrections and reentry programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).

Additionally, BJA reminds applicants that the JAG program allows funding for broadband deployment and adoption activities as they relate to criminal justice activities.

JAG Priority Areas
BJA recognizes that there are significant pressures on state and local criminal justice systems. In these challenging times, shared priorities and leveraged resources can make a significant impact. In light of this, it is important to make State Administering Agencies (SAAs) and local JAG recipients aware of several areas of priority that may be of help in maximizing the effectiveness of JAG funding at the state and local level. The following priorities represent key areas where BJA will be focusing nationally and encourages each state and local JAG recipient to join us in addressing these challenges as a part of our JAG partnership:

Reducing Gun Violence
Gun violence has touched nearly every state, local, and tribal government in America. BJA continues to encourage states and localities to invest valuable JAG funds in programs to combat gun violence, enforce existing firearms laws, and improve the process for ensuring that persons prohibited from purchasing or owning guns are prevented from doing so by enhancing reporting to the FBI's National Instant Criminal Background Check System (NICS).

While our nation has made great strides in reducing violent crime, some municipalities and regions continue to experience unacceptable levels of violent crime at rates far in excess of the national average. In 2014, as part of BJA's longstanding commitment to support effective strategies to reduce violent crime, BJA launched the Violence Reduction Network (VRN). By the end of FY 2016, 10 VRN sites, working with a broad network of federal, state, and local partners, will be implementing data-driven evidence-based strategies to reduce deeply entrenched violent crime in their communities. States and localities can support VRN sites by investing JAG funds in technology, crime analysis, training, and community-based crime reduction programs in VRN communities. For information on VRN, see www.bja.gov/Programs/VRN.html.

Body-Worn Cameras, Storage, and Policies

Law enforcement agencies across the country are equipping their officers with body-worn cameras (BWCs) to increase transparency and build community trust. The important benefits of BWCs, and the challenges in implementing BWC programs, are highlighted in several recent publications: see the Office of Justice Programs' Diagnostic Center report *Police Officer Body-Worn Cameras: Assessing the Evidence*, and the COPS Office and Police Executive Research Forum paper, *Implementing A Body-Worn Camera Program: Recommendations and Lessons Learned*.

JAG funding is an important potential source of funding for law enforcement agencies implementing new BWC programs or enhancing existing programs. JAG funds may be used to purchase BWCs and for costs associated with the BWC program, such as storage and policy development. Similarly, SAAs are encouraged to use either their Variable Pass-Through (VPT) or their "less than $10,000" funding that is added into the state award to set aside funds to assist small departments in implementing BWC programs. Grantees who wish to use JAG funds to purchase BWC equipment, or to implement or enhance BWC programs, must certify that they or the law enforcement agency receiving the BWC funding have policies and procedures in place related to equipment usage, data storage, privacy, victims, access, disclosure, training, etc. A copy of the required BWC certification can be found at www.bja.gov/Funding/BodyWornCameraCert.pdf.

The BJA BWC Toolkit provides model BWC policies, resources, and best practices to assist departments in implementing BWC programs.

National Incident-Based Reporting System (NIBRS)

The FBI has formally announced its intentions to establish NIBRS as the law enforcement (LE) crime data reporting standard for the nation. The transition to NIBRS will provide a more complete and accurate picture of crime at the national, state, and local level. Once this transition is complete, the FBI will no longer collect summary data and will only accept data in the NIBRS format and JAG awards will be based on submitted NIBRS data. Transitioning all law enforcement agencies to NIBRS is the first step in gathering more comprehensive crime data. State and local JAG grantees are encouraged to use JAG funds to expedite the transition to NIBRS in their jurisdictions.

Justice System Reform and Reentry

There is growing bipartisan support for Justice Systems Reform and Reentry. A promising approach to justice systems reform is the Justice Reinvestment Initiative (JRI), a public-private partnership between BJA and the PEW Public Safety Performance Project. Currently, 30 states have used the justice reinvestment process to control spiraling incarceration costs and reinvest

in evidence-based criminal justice programs and strategies. Strategic investments of JAG funds to implement JRI legislation and policy changes in JRI states can augment federal funds and achieve greater cost savings and reinvestments in programs to promote public safety. For state-by-state information on JRI, please visit the JRI Sites web page.

Over the past seven years, DOJ has partnered with state, local, and tribal agencies and national organizations to support hundreds of reentry programs across the country to provide job training, healthcare, housing, treatment, and other services to individuals returning to our communities from prisons and jails. The demand for effective reentry services remains high. More than 600,000 men and women leave our prisons every year and more than 11 million people cycle through our jails. Investments of JAG funds to support reentry efforts at the state and local level will pay dividends for returning citizens and for public safety in America. A summary of research-based reentry strategies is available on the National Reentry Resource Center's What Works in Reentry Clearinghouse along with a map identifying federally funded Second Chance Act Reentry programs at the state and local level.
(See https://csgjusticecenter.org/nrrc).

Public Defense

Another key priority area is support for improving public defense delivery systems. To support this priority in November 2015, BJA established the Right to Counsel National Consortium (www.rtcnationalcampaign.org) to spearhead a national conversation on how to ensure the Sixth Amendment Right to Counsel for every individual. BJA continues to encourage states and SAAs to use JAG funds to ensure that no person faces the loss of liberty without first having the aid of a lawyer with the time, ability, and resources to present an effective defense. Currently, across the nation public defense reform is being supported by governors, state legislators, chief judges and local communities. Research shows that early appointment of counsel can decrease jail and prison stays and produce better outcomes for defendants and communities. Many of these successes are guided by the American Bar Association's Ten Principles of a Public Defense Delivery System, which are recommendations for government officials and other parties who are charged with improving public defense delivery systems (http://www.americanbar.org/content/dam/aba/administrative/legal_aid_indigent_defendants/ls_sclaid_def_tenprinciplesbooklet.authcheckdam.pdf).

Improving Mental Health Services

Many people with mental illness enter the criminal justice system without a diagnosis or with untreated mental illness. Screening and assessment is critical to identify and provide appropriate referrals to treatment. This is an issue that impacts numerous facets of the criminal justice system. BJA encourages states to utilize JAG funding in support of programs and policy changes aimed at identifying and treating people with severe mental illness to divert when appropriate, treat during incarceration, and engage in appropriate pre-release planning for the provision of community treatment (see JMHCP Resources). BJA provides training and technical assistance (TTA) to grantees and non-grantees (states, jurisdictions) to increase enrollment in health care plans (increase linkages to health care providers) that can increase access to treatment for improved mental health outcomes. Information can be found at www.bjatraining.org.

DOJ Universal Accreditation w/Forensic Service Providers

In 2015, the National Commission on Forensic Science (NCFS) announced recommendations on strengthening the field of forensic science. There are a number of key principles, which include promoting universal accreditation and finding ways to improve upon medical-legal

investigative processes. For additional information on these recommendations, please review the New Accreditation Policies to Advance Forensic Science. The JAG program provides broad-based support to states and local jurisdictions across the nation in order to strengthen our criminal justice system, including the forensic sciences. As such, BJA encourages investments of JAG funds for programs and activities related to forensic work, including accreditation of forensic labs.

Goals, Objectives, and Deliverables
The Chief Executive Officer (CEO) of an eligible unit of local government or other officer designated by the CEO must submit the application for JAG funds. A unit of local government receiving a JAG award will be responsible for the administration of the funds including: distributing the funds; monitoring the award; submitting quarterly financial status (SF-425), performance metrics reports, and semi-annual programmatic reports; and providing ongoing oversight and assistance to any subrecipients of the funds.

Evidence-Based Programs or Practices
OJP strongly emphasizes the use of data and evidence in policy making, program development, and program implementation in criminal justice, juvenile justice, and crime victim services. OJP is committed to:

- Improving the quantity and quality of evidence OJP generates
- Integrating evidence into program, practice, and policy decisions within OJP and the field
- Improving the translation of evidence into practice

OJP considers programs and practices to be evidence-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention (including technology) and its intended outcome, including measuring the direction and size of a change, and the extent to which a change may be attributed to the activity or intervention. Causal evidence depends on the use of scientific methods to rule out, to the extent possible, alternative explanations for the documented change. The strength of causal evidence, based on the factors described above, will influence the degree to which OJP considers a program or practice to be evidence-based. The OJP CrimeSolutions.gov website is one resource that applicants may use to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services.

1. A useful matrix of evidence-based policing programs and strategies is available through the Center for Evidence-Based Crime Policy at George Mason University. BJA offers a number of program models designed to effectively implement promising and evidence-based strategies through the BJA “Smart Suite” of programs including Smart Policing, Smart Supervision, Smart Pretrial, Smart Defense, Smart Prosecution, Smart Reentry and others (see https://www.bja.gov/programs/crppe/smartsuite.htm). BJA encourages states to use JAG funds to support these “smart on crime” strategies, including effective partnerships with universities and research partners and with non-traditional criminal justice partners.

BJA Success Stories
The BJA Success Story web page was designed to identify and highlight projects that have demonstrated success or shown promise in reducing crime and positively impacting communities. This web page will be a valuable resource for states, localities, territories, tribes,

and criminal justice professionals who seek to identify and learn about JAG and other successful BJA-funded projects linked to innovation, crime reduction, and evidence-based practices. **BJA strongly encourages the recipient to submit annual (or more frequent) success stories.**

If you have a Success Story you would like to submit, sign in to your My BJA account to access the Success Story Submission form. If you do not have a My BJA account, please register. Once you register, one of the available areas on your *My BJA* page will be *"My Success Stories."* Within this box, you will see an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the BJA Success Story web page**.**

B. Federal Award Information

BJA estimates that it will make up to 1,161 local awards totaling an estimated $86.4 million.

Awards of at least $25,000 are four years in length, and award periods will be from October 1, 2015 through September 30, 2019. Extensions beyond this period may be made on a case-by-case basis at the discretion of BJA and must be requested via GMS no less than 30 days prior to the grant end date.

Awards of less than $25,000 are two years in length, and award periods will be from October 1, 2015 through September 30, 2017. Extensions of up to two years can be requested for these awards via GMS no less than 30 days prior to the grant end date, and will be automatically granted upon request.

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Eligible allocations under JAG are posted annually on BJA's JAG web page: www.bja.gov/ProgramDetails.aspx?Program_ID=59.

Type of Award[1]
BJA expects that it will make any award from this solicitation in the form of a grant.

JAG awards are based on a statutory formula as described below:
Once each fiscal year's overall JAG Program funding level is determined, BJA partners with the Bureau of Justice Statistics (BJS) to begin a four-step grant award calculation process which consists of:

1. Computing an initial JAG allocation for each state and territory, based on their share of violent crime and population (weighted equally).

2. Reviewing the initial JAG allocation amount to determine if the state or territory allocation is less than the minimum ("de minimus") award amount defined in the JAG legislation (0.25 percent of the total). If this is the case, the state or territory is funded at the minimum level, and the funds required for this are deducted from the overall pool of JAG

[1] *See generally* 31 U.S.C. §§ 6301-6305 (defines and describes various forms of federal assistance relationships, including grants and cooperative agreements [a type of grant]).

funds. Each of the remaining states receives the minimum award plus an additional amount based on their share of violent crime and population.

3. Dividing each state's final award amount (except for the territories and District of Columbia) between state and local governments at a rate of 60 and 40 percent, respectively.

4. Determining local unit of government award allocations, which are based on their proportion of the state's 3-year violent crime average. If a local eligible award amount is less than $10,000, the funds are returned to the state to be awarded to these local units of government through the state agency. If the eligible award amount is $10,000 or more, then the local government is eligible to apply for a JAG award directly from BJA.

Financial Management and System of Internal Controls

Award recipients and subrecipients (including any recipient or subrecipient funded in response to this solicitation that is a pass-through entity[2]) must, as described in the Part 200 Uniform Requirements set out at 2 C.F.R. 200.303:

(a) Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the recipient (and any subrecipient) is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States and the "Internal Control Integrated Framework," issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

(b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.

(c) Evaluate and monitor the recipient's (and any subrecipient's) compliance with statutes, regulations, and the terms and conditions of Federal awards.

(d) Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.

(e) Take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding agency or pass-through entity designates as sensitive or the recipient (or any subrecipient) considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

In order to better understand administrative requirements and cost principles, applicants are encouraged to enroll, at no charge, in the Department of Justice Grants Financial Management Online Training available here.

[2] For purposes of this solicitation (or program announcement), "pass-through entity" includes any entity eligible to receive funding as a recipient or subrecipient under this solicitation (or program announcement) that, if funded, may make a subaward(s) to a subrecipient(s) to carry out part of the funded program.

Budget Information

Administrative Funds – Grant recipients may use up to 10 percent of the JAG award, including up to 10 percent of any earned interest, for costs associated with administering funds. Administrative funds (when utilized) must be tracked separately and recipients must report on SF-425s those expenditures that specifically relate to each grant number and established grant period. Additionally, recipients and subrecipients are prohibited from commingling funds on a program-by-program or project-by-project basis. More specifically, administrative funds under JAG are utilized for the same purpose each year (i.e., the administration of JAG funding) and therefore not considered separate programs/projects (commingling is not occurring) when utilized across all active JAG awards.

Disparate Certification – A disparate allocation occurs when a city or municipality is allocated one-and-one-half times (150 percent) more than the county, while the county bears more than 50 percent of the costs associated with prosecution or incarceration of the municipality's Part 1 violent crimes. A disparate allocation also occurs when multiple cities or municipalities are collectively allocated four times (400 percent) more than the county, and the county bears more than 50 percent of the collective costs associated with prosecution or incarceration of each municipality's Part 1 violent crimes.

Jurisdictions certified as disparate must identify a fiscal agent that will submit a joint application for the aggregate eligible allocation to all disparate municipalities. The joint application must determine and specify the award distribution to each unit of local government and the purposes for which the funds will be used. When beginning the JAG application process, a Memorandum of Understanding (MOU) that identifies which jurisdiction will serve as the applicant/fiscal agent for joint funds must be completed and signed by the Authorized Representative for each participating jurisdiction. The signed MOU should be attached to the application. For a sample MOU, go to www.bja.gov/Funding/JAGMOU.pdf.

Supplanting – Supplanting is prohibited under JAG. Applicants cannot replace or supplant non-federal funds that have been appropriated for the same purpose. See the JAG FAQs on BJA's JAG web page for examples of supplanting.

Leveraging of Grant Funds – Although supplanting is prohibited, the leveraging of federal funding is encouraged. For example, a city may utilize JAG and Homeland Security Grant Program (HSGP) money to fund different portions of a fusion center project. In instances where leveraging occurs, all federal grant funds must be tracked and reported separately and may not be used to fund the same line items. Additionally, federal funds cannot be used as match for other federal awards.

Trust Fund – Units of Local Government may draw down JAG funds in advance. To do so, a trust fund must be established in which to deposit the funds. The trust fund may or may not be an interest-bearing account. If subrecipients draw down JAG funds in advance, they also must establish a trust fund in which to deposit funds. This trust fund requirement does not apply to direct JAG award recipients or subrecipients that draw down on a reimbursement basis rather than in advance.

Prohibited and Controlled Uses – The JAG Prohibited and Controlled Expenditures Guidance represents a combination of BJA-controlled items and those controlled under the Executive Order on "Federal Support for Local Law Enforcement Equipment Acquisition" that was signed on January 16, 2015. The guidance contains:

1. Table of all prohibited expenditures (strictly unallowable expenditures under JAG).
2. Table of all controlled expenditures (expenditures which require prior written approval from BJA under JAG; including UAV guidance checklist).
3. Controlled Expenditures Justification Template (must be completed and submitted for any JAG controlled expenditures request to be considered for approval by BJA).
4. Overall Controlled Expenditure/Equipment Guidance (should be reviewed in conjunction with the template prior to controlled expenditures request(s) being submitted to BJA).
5. Standards for State, Local and Tribal Law Enforcement Agencies for the Acquisition of Controlled Equipment with Federal Resources.

Additional information on JAG controlled and prohibited expenditures, along with the process for requesting prior approval from BJA to expend funds on controlled items, can be found within the JAG FAQs.

Cost Sharing or Matching Requirement
This solicitation does not require a match. However, if a successful application proposes a voluntary match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit.

Pre-Agreement Cost (also known as Pre-award Cost) Approvals
Pre-agreement costs are costs incurred by the applicant prior to the start date of the period of performance of the grant award.

OJP does not typically approve pre-agreement costs; an applicant must request and obtain the prior written approval of OJP for all such costs. If approved, pre-agreement costs could be paid from grant funds consistent with a grantee's approved budget, and under applicable cost standards. However, all such costs prior to award and prior to approval of the costs are incurred at the sole risk of an applicant. Generally, no applicant should incur project costs before submitting an application requesting federal funding for those costs. Should there be extenuating circumstances that appear to be appropriate for OJP's consideration as pre-agreement costs, the applicant should contact the point of contact listed on the title page of this announcement for details on the requirements for submitting a written request for approval. See the section on Costs Requiring Prior Approval in the Financial Guide, for more information.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs
OJP strongly encourages applicants that propose to use award funds for any conference-, meeting-, or training-related activity to review carefully—before submitting an application—the OJP policy and guidance on conference approval, planning, and reporting available at www.ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm. OJP policy and guidance (1) encourage minimization of conference, meeting, and training costs; (2) require prior written approval (which may affect project timelines) of most conference, meeting, and training costs for cooperative agreement recipients and of some conference, meeting, and training costs for grant recipients; and (3) set cost limits, including a general prohibition of all food and beverage costs.

Costs Associated with Language Assistance (if applicable)
If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable. Reasonable steps to provide meaningful access to services or benefits may include interpretation or translation services where appropriate.

For additional information, see the "Civil Rights Compliance" section under "Solicitation Requirements" in OJP's Funding Resource Center.

Other JAG Requirements

Compliance with Applicable Federal Laws
Applicants for state and local JAG formula grants are required to certify compliance with all applicable federal laws at the time of application. In that regard, Members of Congress have asked the Department of Justice to examine whether jurisdictions with "sanctuary policies" (i.e., policies that either prevent law enforcement from releasing persons without lawful immigration status into federal custody for deportation, or that prevent state or local law enforcement from sharing certain information with Department of Homeland Security [DHS] officials), are in violation of 8 U.S.C. section 1373.

All applicants should understand that if OJP receives information that indicates that an applicant may be in violation of any applicable federal law, that applicant may be referred to the DOJ Office of Inspector General (OIG) for investigation; if the applicant is found to be in violation of an applicable federal law by the OIG, the applicant may be subject to criminal and civil penalties, in addition to relevant OJP programmatic penalties, including suspension or termination of funds, inclusion on the high risk list, repayment of funds, or suspension and debarment.

Law Enforcement Agency Training Information
Any law enforcement agency receiving direct or subawarded JAG funding must submit quarterly accountability metrics data related to training on use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public that officers have received. **Any grantees that fail to submit this data will have their grant funds frozen.**

Accountability metrics reports must be submitted through BJA's PMT, available at www.bjaperformancetools.org. The accountability measures can be found at: http://www.bjaperformancetools.org/help/jagdocs.html.

Body-Worn Camera (BWC) purchases
Grantees who wish to use JAG funds to purchase BWC equipment, or to implement or enhance BWC programs, must certify that they or the law enforcement agency receiving the BWC funding have policies and procedures in place related to equipment usage, data storage, privacy, victims, access, disclosure, training, etc. A copy of the required BWC certification can be found at www.bja.gov/Funding/BodyWornCameraCert.pdf.

Any grantees that wish to use JAG funds for BWC-related expenses who do not have BWC policies and procedures in place will have funds withheld until a certification is submitted and approved by BJA.

The BJA BWC Toolkit provides model BWC policies, resources, and best practices to assist departments in implementing BWC programs.

Body Armor

Ballistic-resistant and stab-resistant body armor can be funded through two BJA-administered programs: the JAG Program and the Bulletproof Vest Partnership (BVP) Program. The BVP Program is designed to provide a critical resource to state and local law enforcement through the purchase of ballistic-resistant and stab-resistant body armor. A jurisdiction is able to request up to 50 percent of the cost of a vest with BVP funds. For more information on the BVP Program, including eligibility and application, refer to the BVP web page.

JAG funds may also be used to purchase vests for an agency, but they may not be used to pay for that portion of the ballistic-resistant vest (50 percent) that is not covered by BVP funds. Unlike BVP, JAG funds used to purchase vests do not require a 50 percent match. Vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. In addition, vests purchased must be American-made. Information on the latest NIJ standards can be found at: www.nij.gov/topics/technology/body-armor/safety-initiative.htm.

As is the case in BVP, grantees who wish to purchase vests with JAG funds must certify that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. FAQs related to the mandatory wear policy and certifications can be found at www.bja.gov/Funding/JAGFAQ.pdf. This policy must be in place for at least all uniformed officers before any FY 2016 funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. The certification **must** be signed by the Authorized Representative and **must** be attached to the application. If the grantee proposes to change project activities to utilize JAG funds to purchase bulletproof vests after the application period (during the project period), the grantee must submit the signed certification to BJA at that time. A mandatory wear concept and issues paper and a model policy are available by contacting the BVP Customer Support Center vests@usdoj.gov or toll free at 1–877–758–3787.

A copy of the certification related to the mandatory wear can be found at: www.bja.gov/Funding/BodyArmorMandatoryWearCert.pdf.

DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG Program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS, the national DNA database operated by the FBI) by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ DNA Backlog Reduction Program, available at www.nij.gov/topics/forensics/lab-operations/evidence-backlogs/Pages/backlog-reduction-program.aspx.

In addition, funds may not be used for purchase of DNA equipment and supplies when the resulting DNA profiles from such technology are not accepted for entry into CODIS.

Interoperable Communications
Grantees (including subgrantees) that are using FY 2016 JAG Program funds to support emergency communications activities (including the purchase of interoperable communications equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order) should review *FY 2016 SAFECOM Guidance.* The SAFECOM Guidance is updated annually to provide current information on emergency communications policies, eligible costs, best practices, and technical standards for state, local, tribal, and territorial grantees investing federal funds in emergency communications projects. Additionally, emergency communications projects should support the Statewide Communication Interoperability Plan (SCIP) and be coordinated with the full-time Statewide Interoperability Coordinator (SWIC) in the state of the project. As the central coordination point for their state's interoperability effort, the SWIC plays a critical role, and can serve as a valuable resource. SWICs are responsible for the implementation of the SCIP through coordination and collaboration with the emergency response community. The U.S. Department of Homeland Security Office of Emergency Communications maintains a list of SWICs for each of the 56 states and territories. Contact OEC@hq.dhs.gov. All communications equipment purchased with grant award funding should be identified during quarterly performance metrics reporting.

In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: www.it.ojp.gov/gsp_grantcondition. Grantees shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

C. Eligibility Information

For eligibility information, see the title page.

For additional information on cost sharing or matching requirements, see Section B. Federal Award Information.

Limit on Number of Application Submissions
If an applicant submits multiple versions of the same application, BJA will review only the most recent system-validated version submitted. For more information on system-validated versions, see How to Apply.

D. Application and Submission Information

What an Application Should Include
Applicants should anticipate that if they fail to submit an application that contains all of the specified elements, it may negatively affect the review of their application; and, should a decision be made to make an award, it may result in the inclusion of special conditions that

preclude the recipient from accessing or using award funds pending satisfaction of the conditions.

Applicants may combine the Budget Narrative and the Budget Detail Worksheet in one document. However, if an applicant submits only one budget document, it must contain **both** narrative and detail information. Please review the "Note on File Names and File Types" under How to Apply to be sure applications are submitted in permitted formats.

OJP strongly recommends that applicants use appropriately descriptive file names (e.g., "Program Narrative," "JAG Budget and Budget Narrative," "Timelines," "Memoranda of Understanding," "Résumés") for all attachments. Also, OJP recommends that applicants include résumés in a single file.

Failure to submit the required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

1. Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. GMS takes information from the applicant's profile to populate the fields on this form.

Intergovernmental Review: This funding opportunity is subject to Executive Order 12372. Applicants may find the names and addresses of their state's Single Point of Contact (SPOC) at the following website: www.whitehouse.gov/omb/grants_spoc/. Applicants whose state appears on the SPOC list must contact their state's SPOC to find out about, and comply with, the state's process under Executive Order 12372. In completing the SF-424, applicants whose state appears on the SPOC list are to make the appropriate selection in response to question 19 once the applicant has complied with their state's E.O. 12372 process. (Applicants whose state does not appear on the SPOC list are to make the appropriate selection in response to question 19 to indicate that the "Program is subject to E.O. 12372 but has not been selected by the State for review.")

2. Project Abstract

Applications should include a high-quality project abstract that summarizes the proposed project in 400 words or less. Project abstracts should be:

- Written for a general public audience and submitted as a separate attachment with "Project Abstract" as part of its file name.
- Single-spaced, using a standard 12-point font (Times New Roman) with 1-inch margins
- Include applicant name, title of the project, a brief description of the problem to be addressed and the targeted area/population, project goals and objectives, a description of the project strategy, any significant partnerships, and anticipated outcomes.
- Identify up to 5 project identifiers that would be associated with proposed project activities. The list of identifiers can be found at www.bja.gov/funding/JAGIdentifiers.pdf.

As a separate attachment, the project abstract will **not** count against the page limit for the program narrative.

3. Program Narrative

Applicants must submit a program narrative that generally describes the proposed program activities for the two or four year grant period. The narrative must outline the type of programs to be funded by the JAG award and provide a brief analysis of the need for the programs. Narratives must also identify anticipated coordination efforts involving JAG and related justice funds. Certified disparate jurisdictions submitting a joint application must specify the funding distribution to each disparate unit of local government and the purposes for which the funds will be used.

A plan for collecting the data required for this solicitation's performance measures should also be included. To demonstrate program progress and success, as well as to assist the Department with fulfilling its responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, and the GPRA Modernization Act of 2010, Public Law 111–352, applicants that receive funding under this solicitation must provide data that measure the results of their work done under this solicitation. **Quarterly accountability metrics reports must be submitted through BJA's PMT, available at** www.bjaperformancetools.org**. The accountability measures can be found at:** http://www.bjaperformancetools.org/help/jagdocs.html**.**

BJA does not require applicants to submit performance measures data with their application. Performance measures are included as an alert that BJA will require successful applicants to submit specific data as part of their reporting requirements. For the application, applicants should indicate an understanding of these requirements and discuss how they will gather the required data, should they receive funding.

Note on Project Evaluations

Applicants that propose to use funds awarded through this solicitation to conduct project evaluations should be aware that certain project evaluations (such as systematic investigations designed to develop or contribute to generalizable knowledge) may constitute "research" for purposes of applicable DOJ human subjects protection regulations. However, project evaluations that are intended only to generate internal improvements to a program or service, or are conducted only to meet OJP's performance measure data reporting requirements likely do not constitute "research." Applicants should provide sufficient information for OJP to determine whether the particular project they propose would either intentionally or unintentionally collect and/or use information in such a way that it meets the DOJ regulatory definition of research.

Research, for the purposes of human subjects protections for OJP-funded programs, is defined as, "a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge" 28 C.F.R. § 46.102(d). For additional information on determining whether a proposed activity would constitute research, see the decision tree to assist applicants on the "Research and the Protection of Human Subjects" section of the OJP's Funding Resource Center. Applicants whose proposals may involve a research or statistical component also should review the "Data Privacy and Confidentiality Requirements" section on that web page.

4. Budget Detail Worksheet and Budget Narrative

Applicants must submit a budget detail worksheet and budget narrative outlining how JAG funds, including administrative funds (up to 10% of the grant award) if applicable, will be used to

support and implement the program. Please note that if an applicant submits only one budget document, it must contain **both** narrative and detail information.

a. Budget Detail Worksheet

A sample Budget Detail Worksheet can be found at www.ojp.gov/funding/Apply/Resources/BudgetDetailWorksheet.pdf. Applicants that submit their budget in a different format should include the budget categories listed in the sample budget worksheet. The Budget Detail Worksheet should be broken down by year.

b. Budget Narrative

The budget narrative should thoroughly and clearly describe every category of expense listed in the Budget Detail Worksheet. OJP expects proposed budgets to be complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities). **This narrative should include a full description of all costs, including administrative costs (if applicable) and how funds will be allocated across the seven allowable JAG program areas** (law enforcement, prosecution, indigent defense, courts, crime prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, technology improvement, and crime victim and witness initiatives).

Applicants should demonstrate in their budget narratives how they will maximize cost effectiveness of grant expenditures. Budget narratives should generally describe cost effectiveness in relation to potential alternatives and the goals of the project. For example, a budget narrative should detail why planned in-person meetings are necessary, or how technology and collaboration with outside organizations could be used to reduce costs, without compromising quality.

The narrative should be mathematically sound and correspond with the information and figures provided in the Budget Detail Worksheet. The narrative should explain how the applicant estimated and calculated all costs, and how they are relevant to the completion of the proposed project. The narrative may include tables for clarification purposes but need not be in a spreadsheet format. As with the Budget Detail Worksheet, the Budget Narrative should be broken down by year.

For questions pertaining to budget and examples of allowable and unallowable costs, see the DOJ Grants Financial Guide at www.ojp.gov/financialguide/index.htm.

c. Non-Competitive Procurement Contracts In Excess of Simplified Acquisition Threshold

If an applicant proposes to make one or more non-competitive procurements of products or services, where the non-competitive procurement will exceed the simplified acquisition threshold (also known as the small purchase threshold), which is currently set at $150,000, the application should address the considerations outlined in the Financial Guide.

d. Pre-Agreement Costs

For information on pre-agreement costs, see “Pre-Agreement Cost Approvals” under Section B. Federal Award Information.

5. Indirect Cost Rate Agreement (if applicable)

Indirect costs are allowed only under the following circumstances:

(a) The applicant has a current, federally approved indirect cost rate; or

(b) The applicant is eligible to use and elects to use the "de minimis" indirect cost rate described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.414(f).

Attach a copy of the federally approved indirect cost rate agreement to the application. Applicants that do not have an approved rate may request one through their cognizant federal agency, which will review all documentation and approve a rate for the applicant organization, or, if the applicant's accounting system permits, costs may be allocated in the direct cost categories. For the definition of Cognizant Federal Agency, see the "Glossary of Terms" in the Financial Guide. For assistance with identifying your cognizant agency, please contact the Customer Service Center at 1-800-458-0786 or at ask.ocfo@usdoj.gov. If DOJ is the cognizant federal agency, applicants may obtain information needed to submit an indirect cost rate proposal at www.ojp.gov/funding/Apply/Resources/IndirectCosts.pdf.

In order to use the "de minimis" indirect rate, attach written documentation to the application that advises OJP of both the applicant's eligibility (to use the "de minimis" rate) and its election. If the applicant elects the "de minimis" method, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. In addition, if this method is chosen then it must be used consistently for all federal awards until such time as you choose to negotiate a federally approved indirect cost rate.[3]

6. Tribal Authorizing Resolution (if applicable)

Tribes, tribal organizations, or third parties proposing to provide direct services or assistance to residents on tribal lands should include in their applications a resolution, a letter, affidavit, or other documentation, as appropriate, that certifies that the applicant has the legal authority from the tribe(s) to implement the proposed project on tribal lands. In those instances when an organization or consortium of tribes applies for a grant on behalf of a tribe or multiple specific tribes, the application should include appropriate legal documentation, as described above, from all tribes that would receive services or assistance under the grant. A consortium of tribes for which existing consortium bylaws allow action without support from all tribes in the consortium (i.e., without an authorizing resolution or comparable legal documentation from each tribal governing body) may submit, instead, a copy of its consortium bylaws with the application.

Applicants unable to submit an application that includes a fully-executed (i.e., signed) copy of appropriate legal documentation, as described above, consistent with the applicable tribe's governance structure, should, at a minimum, submit an unsigned, draft version of such legal documentation as part of its application (except for cases in which, with respect to a tribal consortium applicant, consortium bylaws allow action without the support of all consortium member tribes). If selected for funding, BJA will make use of and access to funds contingent on receipt of the fully-executed legal documentation.

7. Applicant Disclosure of High Risk Status

Applicants that are currently designated high risk by another federal grant making agency must disclose that status. This includes any status requiring additional oversight by the federal agency due to past programmatic or financial concerns. If an applicant is designated

[3] See 2 C.F.R. § 200.414(f).

high risk by another federal grant making agency, the applicant must email the following information to OJPComplianceReporting@usdoj.gov at the time of application submission:

- The federal agency that currently designated the applicant as high risk
- Date the applicant was designated high risk
- The high risk point of contact name, phone number, and email address, from that federal agency
- Reasons for the high risk status

OJP seeks this information to ensure appropriate federal oversight of any grant award. Disclosing this high risk information does not disqualify any organization from receiving an OJP award. However, additional grant oversight may be included, if necessary, in award documentation.

8. Additional Attachments

a. Review Narrative

Applicants **must** submit information documenting that the date the JAG application was made available for review by the governing body of the state, or to an organization designated by that governing body, was not less than 30 days before the application was submitted to BJA. If the 30 governing body requirement cannot be met before the application deadline, a withholding special condition will be placed on the award until the governing body requirement can be met. The attachment must also specify that an opportunity to comment was provided to citizens prior to application submission to the extent applicable law or established procedures make such opportunity available.

Below are notification language templates that can be utilized in completing this section of the application.

The (**provide name of State/Territory**) made its Fiscal Year 2015 JAG application available to the (**provide name of governing body**) for its review and comment on (**provide date**); or intends to do so on (**provide date**).

The (**provide name of State/Territory**) made its Fiscal Year 2015 JAG application available to citizens for comment prior to application submission by (**provide means of notification**); or the application has not yet been made available for public review/comment.

b. Memorandum of Understanding (if applicable)

Jurisdictions certified as disparate must identify a fiscal agent that will submit a joint application for the aggregate eligible allocation to all disparate municipalities. The joint application must determine and specify the award distribution to each unit of local government and the purposes for which the funds will be used. When beginning the JAG application process, a Memorandum of Understanding (MOU) that identifies which jurisdiction will serve as the applicant/fiscal agent for joint funds must be completed and signed by the Authorized Representative for each participating jurisdiction. The signed MOU must be attached to the application. For a sample MOU, go to www.bja.gov/Funding/JAGMOU.pdf.

c. Applicant Disclosure of Pending Applications

Applicants are to disclose whether they have pending applications for federally funded grants or subgrants (including cooperative agreements) that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation. The disclosure should include both direct applications for federal funding (e.g., applications to federal agencies) and indirect applications for such funding (e.g., applications to state agencies that will subaward federal funds).

OJP seeks this information to help avoid any inappropriate duplication of funding. Leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate duplication.

Applicants that have pending applications as described above are to provide the following information about pending applications submitted within the last 12 months:

- The federal or state funding agency
- The solicitation name/project name
- The point of contact information at the applicable funding agency

Federal or State Funding Agency	Solicitation Name/Project Name	Name/Phone/Email for Point of Contact at Funding Agency
DOJ/COPS	COPS Hiring Program	Jane Doe, 202/000-0000; jane.doe@usdoj.gov
HHS/ Substance Abuse & Mental Health Services Administration	Drug Free Communities Mentoring Program/ North County Youth Mentoring Program	John Doe, 202/000-0000; john.doe@hhs.gov

SAMPLE

Applicants should include the table as a separate attachment to their application. The file should be named "Disclosure of Pending Applications."

Applicants that do not have pending applications as described above are to include a statement to this effect in the separate attachment page (e.g., "[Applicant Name on SF-424] does not have pending applications submitted within the last 12 months for federally funded grants or subgrants (including cooperative agreements) that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.").

d. Research and Evaluation Independence and Integrity

If a proposal involves research and/or evaluation, regardless of the proposal's other merits, in order to receive funds, the applicant must demonstrate research/evaluation independence, including appropriate safeguards to ensure research/evaluation objectivity and integrity, both in this proposal and as it may relate to the applicant's other current or prior related projects. This documentation may be included as an attachment to the application which addresses BOTH i. and ii. below.

i. For purposes of this solicitation, applicants must document research and evaluation independence and integrity by including, at a minimum, one of the following two items:

    a. A specific assurance that the applicant has reviewed its proposal to identify any research integrity issues (including all principal investigators and subrecipients) and it has concluded that the design, conduct, or reporting of research and evaluation funded by BJA grants, cooperative agreements, or contracts will not be biased by any personal or financial conflict of interest on the part of part of its staff, consultants, and/or subrecipients responsible for the research and evaluation or on the part of the applicant organization;

    OR

    b. A specific listing of actual or perceived conflicts of interest that the applicant has identified in relation to this proposal. These conflicts could be either personal (related to specific staff, consultants, and/or subrecipients) or organizational (related to the applicant or any subgrantee organization). Examples of potential investigator (or other personal) conflict situations may include, but are not limited to, those in which an investigator would be in a position to evaluate a spouse's work product (actual conflict), or an investigator would be in a position to evaluate the work of a former or current colleague (potential apparent conflict). With regard to potential organizational conflicts of interest, as one example, generally an organization could not be given a grant to evaluate a project if that organization had itself provided substantial prior technical assistance to that specific project or a location implementing the project (whether funded by OJP or other sources), as the organization in such an instance would appear to be evaluating the effectiveness of its own prior work. The key is whether a reasonable person understanding all of the facts would be able to have confidence that the results of any research or evaluation project are objective and reliable. Any outside personal or financial interest that casts doubt on that objectivity and reliability of an evaluation or research product is a problem and must be disclosed.

ii. In addition, for purposes of this solicitation applicants must address the issue of possible mitigation of research integrity concerns by including, at a minimum, one of the following two items:

    a. If an applicant reasonably believes that no potential personal or organizational conflicts of interest exist, then the applicant should provide a brief narrative explanation of how and why it reached that conclusion. Applicants MUST also include an explanation of the specific processes and

procedures that the applicant will put in place to identify and eliminate (or, at the very least, mitigate) potential personal or financial conflicts of interest on the part of its staff, consultants, and/or subrecipients for this particular project, should that be necessary during the grant period. Documentation that may be helpful in this regard could include organizational codes of ethics/conduct or policies regarding organizational, personal, and financial conflicts of interest.

OR

b. If the applicant has identified specific personal or organizational conflicts of interest in its proposal during this review, the applicant must propose a specific and robust mitigation plan to address conflicts noted above. At a minimum, the plan must include specific processes and procedures that the applicant will put in place to eliminate (or, at the very least, mitigate) potential personal or financial conflicts of interest on the part of its staff, consultants, and/or subrecipients for this particular project, should that be necessary during the grant period. Documentation that may be helpful in this regard could include organizational codes of ethics/conduct or policies regarding organizational, personal, and financial conflicts of interest. There is no guarantee that the plan, if any, will be accepted as proposed.

Considerations in assessing research and evaluation independence and integrity will include, but are not limited to, the adequacy of the applicant's efforts to identify factors that could affect the objectivity or integrity of the proposed staff and/or the organization in carrying out the research, development, or evaluation activity; and the adequacy of the applicant's existing or proposed remedies to control any such factors.

9. Financial Management and System of Internal Controls Questionnaire

In accordance with the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.205, federal agencies must have in place a framework for evaluating the risks posed by applicants before they receive a federal award. To facilitate part of this risk evaluation, **all** applicants (other than an individual) are to download, complete, and submit this form.

10. Disclosure of Lobbying Activities

Any applicant that expends any funds for lobbying activities is to provide the detailed information requested on the form, Disclosure of Lobbying Activities (SF-LLL).

How to Apply

Applicants must submit applications through the Grants Management System (GMS), which provides support for the application, award, and management of awards at OJP. Applicants **must register in GMS for each specific funding opportunity.** Although the registration and submission deadlines are the same, OJP urges applicants to **register immediately**, especially if this is their first time using the system. Find complete instructions on how to register and submit an application in GMS at www.ojp.gov/gmscbt/. Applicants that experience technical difficulties during this process should email GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3), Monday–Friday from 6:00 a.m. to midnight, Eastern Time, except federal holidays. OJP recommends that applicants **register promptly** to prevent delays in submitting an application package by the deadline.

Note on File Types: GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

OJP may not make a federal award to an applicant organization until the applicant organization has complied with all applicable DUNS and SAM requirements. Individual applicants must comply with all Grants.gov requirements. If an applicant has not fully complied with the requirements by the time the federal awarding agency is ready to make a federal award, the federal awarding agency may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

All applicants should complete the following steps:

1. **Acquire a Data Universal Numbering System (DUNS) number.** In general, the Office of Management and Budget (OMB) requires that all applicants (other than individuals) for federal funds include a DUNS number in their application for a new award or a supplement to an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and differentiating entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Call Dun and Bradstreet at 866-705-5711 to obtain a DUNS number or apply online at www.dnb.com. A DUNS number is usually received within 1-2 business days.

2. **Acquire registration with the System for Award Management (SAM).** SAM is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the SAM database. Applicants must **update or renew their SAM registration annually** to maintain an active status. SAM registration and renewal can take as long as 10 business days to complete.

   Information about SAM registration procedures can be accessed at www.sam.gov.

3. **Acquire a GMS username and password**. New users must create a GMS profile by selecting the "First Time User" link under the sign-in box of the GMS home page. For more information on how to register in GMS, go to www.ojp.gov/gmscbt.

4. **Verify the SAM (formerly CCR) registration in GMS.** OJP requests that all applicants verify their SAM registration in GMS. Once logged into GMS, click the "CCR Claim" link on the left side of the default screen. Click the submit button to verify the SAM (formerly CCR) registration.

5. **Search for the funding opportunity on GMS.** After logging into GMS or completing the GMS profile for username and password, go to the "Funding Opportunities" link on the left side of the page. Select BJA and the **FY 16 Edward Byrne Memorial Local Justice Assistance Grant (JAG) Program.**

6. **Register by selecting the "Apply Online" button associated with the funding opportunity title.** The search results from step 5 will display the funding opportunity title

along with the registration and application deadlines for this funding opportunity. Select the "Apply Online" button in the "Action" column to register for this funding opportunity and create an application in the system.

7. **Follow the directions in GMS to submit an application consistent with this solicitation.** Once submitted, GMS will display a confirmation screen stating the submission was successful. **Important:** In some instances, applicants must wait for GMS approval before submitting an application. OJP urges applicants to submit the application **at least 72 hours prior** to the application due date.

Note: Duplicate Applications
If an applicant submits multiple versions of the same application, BJA will review only the most recent system-validated version submitted. See Note on "File Names and File Types" under How to Apply.

Experiencing Unforeseen GMS Technical Issues
Applicants that experience unforeseen GMS technical issues beyond their control that prevent them from submitting their application by the deadline must contact the GMS Help Desk or the SAM Help Desk (Federal Service Desk) to report the technical issue and receive a tracking number. Then the applicant must email the BJA contact identified in the Contact Information section on page 2 **within 24 hours after the application deadline** and request approval to submit their application. The email must describe the technical difficulties and include a timeline of the applicant's submission efforts, the complete grant application, the applicant's DUNS number, and any GMS Help Desk or SAM tracking number(s). **Note: BJA *does not* approve requests automatically.** After the program office reviews the submission, and contacts the GMS Help Desk to validate the reported technical issues, OJP will inform the applicant whether the request to submit a late application has been approved or denied. If OJP determines that the applicant failed to follow all required procedures, which resulted in an untimely application submission, OJP will deny the applicant's request to submit their application.

The following conditions are generally insufficient to justify late submissions:

- Failure to register in SAM or GMS in sufficient time (SAM registration and renewal can take as long as 10 business days to complete)
- Failure to follow GMS instructions on how to register and apply as posted on the GMS website
- Failure to follow each instruction in the OJP solicitation
- Technical issues with the applicant's computer or information technology environment, including firewalls, browser incompatibility, etc.

Notifications regarding known technical problems with GMS, if any, are posted at the top of the OJP funding web page at http://ojp.gov/funding/index.htm.

E. Application Review Information

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. BJA reviews the application to make sure that the information presented is reasonable, understandable,

measurable, and achievable, as well as consistent with the solicitation. BJA will also review applications to ensure statutory requirements have been met.

OJP reviews applications for potential awards to evaluate the risks posed by applicants before they receive an award. This review may include but is not limited to the following:

1. Financial stability and fiscal integrity
2. Quality of management systems and ability to meet the management standards prescribed in the Financial Guide
3. History of performance
4. Reports and findings from audits
5. The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients

Absent explicit statutory authorization or written delegation of authority to the contrary, the Assistant Attorney General will make all final award decisions.

F. Federal Award Administration Information

Federal Award Notices
OJP sends award notification by email through GMS to the individuals listed in the application as the point of contact and the authorizing official. The email notification includes detailed instructions on how to access and view the award documents, and how to accept the award in GMS. GMS automatically issues the notifications at 9:00 p.m. eastern time on the award date (by September 30, 2016). Recipients will be required to login; accept any outstanding assurances and certifications on the award; designate a financial point of contact; and review, sign, and accept the award. The award acceptance process involves physical signature of the award document by the authorized representative and the scanning of the fully-executed award document to OJP.

Administrative, National Policy, and other Legal Requirements
If selected for funding, in addition to implementing the funded project consistent with the agency-approved project proposal and budget, the recipient must comply with award terms and conditions, and other legal requirements, including but not limited to OMB, DOJ, or other federal regulations which will be included in the award, incorporated into the award by reference, or are otherwise applicable to the award. OJP strongly encourages prospective applicants to review the information pertaining to these requirements **prior** to submitting an application. To assist applicants and recipients in accessing and reviewing this information, OJP has placed pertinent information on its Solicitation Requirements page of OJP's Funding Resource Center website.

Please note in particular the following two forms, which applicants must accept in GMS prior to the receipt of any award funds, as each details legal requirements with which applicants must provide specific assurances and certifications of compliance. Applicants may view these forms in the Apply section of OJP's Funding Resource Center and are strongly encouraged to review and consider them carefully prior to making an application for OJP grant funds.

- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

- Standard Assurances

Upon grant approval, OJP electronically transmits (via GMS) the award document to the prospective award recipient. In addition to other award information, the award document contains award terms and conditions that specify national policy requirements[4] with which recipients of federal funding must comply; uniform administrative requirements, cost principles, and audit requirements; and program-specific terms and conditions required based on applicable program (statutory) authority or requirements set forth in OJP solicitations and program announcements, and other requirements which may be attached to appropriated funding. For example, certain efforts may call for special requirements, terms, or conditions relating to intellectual property, data/information-sharing or -access, or information security; or audit requirements, expenditures and milestones; or publications and/or press releases. OJP also may place additional terms and conditions on an award based on its risk assessment of the applicant, or for other reasons it determines necessary to fulfill the goals and objectives of the program.

Prospective applicants may access and review the text of mandatory conditions OJP includes in all OJP awards, as well as the text of certain other conditions, such as administrative conditions, via OJP's Mandatory Award Terms and Conditions page of OJP's Funding Resource Center.

General Information about Post-Federal Award Reporting Requirements
Recipients must submit quarterly financial reports, semi-annual progress reports, final financial and progress reports, an annual audit report in accordance with the Part 200 Uniform Requirements, if applicable, and Federal Funding Accountability and Transparency Act (FFATA) reports through the FFATA Sub-award Reporting System (FSRS) as necessary. Future awards and fund drawdowns may be withheld if reports are delinquent.

Special Reporting requirements may be required by OJP depending on the statutory, legislative or administrative requirements of the recipient or the program.

G. Federal Awarding Agency Contact(s)

For Federal Awarding Agency Contact(s), see title page.

For contact information for GMS, see title page.

H. Other Information

Provide Feedback to OJP
To assist OJP in improving its application and award processes, we encourage applicants to provide feedback on this solicitation, the application submission process, and/or the application review process. Provide feedback to OJPSolicitationFeedback@usdoj.gov.

[4] *See generally* 2 C.F.R. 200.300 (provides a general description of national policy requirements typically applicable to recipients of federal awards, including the Federal Funding Accountability and Transparency Act of 2006 [FFATA]).

IMPORTANT: This email is for feedback and suggestions only. Replies are **not** sent from this mailbox. If you have specific questions on any program or technical aspect of the solicitation, **you must** directly contact the appropriate number or email listed on the front of this solicitation document. These contacts are provided to help ensure that you can directly reach an individual who can address your specific questions in a timely manner.

If you are interested in being a reviewer for other OJP grant applications, please email your resume to ojppeerreview@lmsolas.com. The OJP Solicitation Feedback email account will not forward your resume. **Note:** Neither you nor anyone else from your organization can be a peer reviewer in a competition in which you or your organization have submitted an application.

Application Checklist
Edward Byrne Memorial Justice Assistance Grant (JAG) Program:
FY 2016 Local Solicitation

This application checklist has been created to assist in developing an application.

What an Applicant Should Do:

Prior to Registering in GMS:
_____ Acquire a DUNS Number (see page 23)
_____ Acquire or renew registration with SAM (see page 23)

To Register with GMS:
_____ For new users, acquire a GMS username and password* (see page 23)
_____ For existing users, check GMS username and password* to ensure account access (see page 23)
_____ Verify SAM registration in GMS (see page 23)
_____ Search for correct funding opportunity in GMS (see page 23)
_____ Select correct funding opportunity in GMS (see page 23)
_____ Register by selecting the "Apply Online" button associated with the funding opportunity title (see page 23)
_____ Read OJP policy and guidance on conference approval, planning, and reporting available at Post Award Requirements (see page 11)
_____ If experiencing technical difficulties in GMS, contact the NCJRS Response Center (see page 24)

*Password Reset Notice – GMS users are reminded that while password reset capabilities exist, this function is only associated with points of contacts designated within GMS at the time the account was established. Neither OJP nor the GMS Help Desk will initiate a password reset unless requested by the authorized official or a designated point of contact associated with an award or application.

General Requirements:

_____ Review Solicitation Requirements web page in the OJP Funding Resource Center.

Scope Requirement:

_____ The federal amount requested is within the allowable limit(s) of the FY 2016 JAG Allocations List as listed on BJA's JAG web page

Eligibility Requirement:
_____ State/Territory listed as the legal name on the application corresponds with the eligible State/Territory listed on BJA's JAG web page

What an Application Should Include:

_____ Application for Federal Assistance (SF-424) (see page 15)
_____ Intergovernmental Review (see page 15)
_____ Project Abstract (see page 15)
_____ Program Narrative (see page 16)
_____ Budget (see page 17)
_____ Budget Narrative (see page 17)
_____ Indirect Cost Rate Agreement (if applicable) (see page 18)
_____ Tribal Authorizing Resolution (if applicable) (see page 18)
_____ Applicant Disclosure of High Risk Status (If applicable see page 18)
_____ Additional Attachments (see page 19)
    _____ Review Narrative (see page 19)
    _____ Applicant Disclosure of Pending Applications (see page 20)
    _____ Research and Evaluation Independence and Integrity (see page 20)
_____ Disclosure of Lobbying Activities (SF-LLL) (if applicable) (see page 22)
_____ Financial Management and System of Internal Controls Questionnaire (see page 22)

COCOA
FLORIDA

GRANT APPLICATION SUBMITTAL FORM
SECTION I

DEPARTMENT: Police	**DIVISION: Support Services**
POINT OF CONTACT: Michael Cantaloupe	**PROJECT MANAGER: Eric Austin**
NAME OF GRANT: Edward Byrne Memorial Justice Assistance Grant (JAG)	
CFDA#/CFSA#:	**DATE DEPT. RECEIVED RFP: 05/23/16**
AMOUNT REQUESTED: $ 24,384	**GRANT DUE DATE: 06/30/16**
PROJECT DESCRIPTION: Apply for JAG funding to continue replacement schedule to upgrade patrol cars to tablets from laptops.	
COUNCIL REQUIRED: X YES NO	**TARGET DATE TO COUNCIL: 06/28/16**
MATCH REQUIRED: YES X NO (IF YES, HOW MUCH :) $	**MATCH BUDGETED: YES X NO**
REIMBURSEMENT GRANT: YES X NO	**SCHEDULE FOR REIMBURSEMENT:**
Expense Account Number(s) to be used: 001-2100-521-64.15	
WHAT ARE THE REPORTING REQUIREMENTS? 1. Quarterly financial reports 2. Quarterly performance measure reports.	
FUTURE REQUIREMENTS TO CONSIDER:	
IS THE DEPARTMENT PREPARED TO APPLY: X YES NO	
EXPLAIN:	

Please submit a copy of the grant / request for proposal with this form to the Grants Administrator after the Department Director has signed it.

SECTION II
REQUIRED IF GRANT EXCEEDS $1,000

APPLICATION APPROVALS:

6/8/16
Department Director — Date

6/8/16
Grants Administrator — Date

6/9/16
Deputy Finance Director — Date

6.9.16
Finance Director — Date

6/9/16
City Manager — Date

SECTION III

COMMENTS / CONCERNS OR SPECIAL NOTES:

Legislation Details (With Text)

File #:	16-111	**Version:**	1	**Name:**	
Type:	Report			**Status:**	Council Busines
File created:	3/21/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Accept the Comprehensive Annual Financial Report (CAFR) and the Audit Report for Fiscal Year 2015. (City Manager)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: March 21, 2016
Agenda Date: April 12, 2016
Prepared By: Teri Butler, CGFO, Finance Director
Through:
Requested Action:
Accept the Comprehensive Annual Financial Report (CAFR) and the Audit Report for Fiscal Year 2015.

BACKGROUND:

In October of 2015, the City's Finance team began year-end adjustments and closing procedures required to close out the fiscal year ended September 30, 2015. In January of 2016, the accounting firm of Carr, Riggs & Ingram (CRI) began field work for the audit. The audit field work was completed in February 2016.

The CAFR is usually presented to City Council during the month of March each year, however due to the Florida Retirement System's (FRS) delay in providing Governmental Accounting and Standards Board Statement No. 68 (Accounting and Financial Reporting for Pensions) and the City's requirement to include the relevant information from the FRS in our report, the City's CAFR was also delayed.

The results of the FY2015 audit and financial reports will be present to the City Council by Deborah Goode, Partner of CRI in conjunction with this agenda.

STRATEGIC PLAN CONNECTION:

The CAFR is a tool providing City staff and stakeholders with valuable financial and other information necessary to plan and make informed financial decisions to provide for high levels of municipal services while maintaining fiscal sustainability.

BUDGETARY IMPACT:

N/A

PREVIOUS ACTION:

None

RECOMMENDED MOTION:

Accept the Comprehensive Annual Financial Report (CAFR) and the Audit Report for Fiscal Year 2015.

Legislation Details (With Text)

File #:	16-256	**Version:** 1	**Name:**	Dyal $48,999 BAF for Overtime
Type:	Agenda		**Status:**	City Business
File created:	6/10/2016		**In control:**	City Council
On agenda:	6/28/2016		**Final action:**	
Title:	To Approve a Resolution Amending the FY2016 Budget to Cover Overtime at the Dyal Water Treatment Plant. (Utilities Director)			
Sponsors:				
Indexes:				
Code sections:				
Attachments:	Budget Resolution FY2016 BAF-UT-Dyal 4020-Overtime Funds Low (6-28-16) Agenda 16-256~.pdf			

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 14, 2016
Agenda Date: June 28, 2016
Prepared By: David Fisher, Dyal WTP Superintendent
Through: John A. Walsh, P.E., Utilities Director
Requested Action:
To Approve a Resolution Amending the FY2016 Budget to Cover Overtime at the Dyal Water Treatment Plant

BACKGROUND:

The Dyal Plant continues to have multiple capital projects in construction that require daily support from city staff for operation, coordination and maintenance support in the form of mechanics and electricians. In addition, the open positions throughout the year at the Dyal WTP has required the use of overtime to meet regular maintenance needs and complete critical repairs to ensure continuous and uninterrupted service for the potable water system. Staff is requesting approved to transfer $48,000 from Account No. 421-4020-536.12-00, Regular Salaries & Wages to Account No. 421-4020-536.14-00, Overtime, to sufficiently cover this shortage for the remainder of FY2016.

City Council action is required due to a previous transfer of $26,557 at the beginning of this fiscal year due to an administrative mix up between the overtime account and the standby hours. The request of an additional $48,000 combined with the previous $26,557 is collectively over the City Manager's signing authority.

Staff recommends approval of this transfer.

STRATEGIC PLAN CONNECTION:

N/A

BUDGETARY IMPACT:

Budgeted	Yes, but insufficient
If not budgeted, is amendment/transfer attached?	Yes
Amount Requested	$48,000
Account Number	421-4020-536.14-00
Account Name	Overtime
Source of Funds	Account No. 421-4020-536.12-00

PREVIOUS ACTION:

None

RECOMMENDED MOTION:

To Approve a Resolution Amending the FY2016 Budget to Cover Overtime at the Dyal Water Treatment Plant.

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RESOLUTION NO. 2016-65

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COCOA, FLORIDA, AMENDING THE CITY OF COCOA BUDGET FOR FISCAL YEAR 2016; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Cocoa adopted the final budget for the fiscal year commencing on October 1, 2015, and ending on September 30, 2016, at a regular meeting held on September 22, 2015; and

WHEREAS, in accordance with Article XII, Section 5 of the City of Cocoa Charter, whereby the Council may, at any time by resolution, transfer any unused and unencumbered appropriation or portion thereof from one office or department to another; and

WHEREAS, the City Council deems it to be in the best interest of the City of Cocoa to amend its budget as provided in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COCOA, as follows:

SECTION 1. The 2015-2016 fiscal year budget shall be amended as detailed in the attached sheets.

SECTION 2. All prior resolutions or prior resolutions inconsistent with this resolution are hereby repealed to the extent of the conflict.

SECTION 3. This resolution shall become effective immediately upon its adoption by the City Council of the City of Cocoa, Florida.

ADOPTED by the City Council of the City of Cocoa, Florida, in a regular meeting assembled on this 28th day of June, 2016.

_____
Henry U. Parrish III, Mayor

ATTEST:

_____
Carie Shealy, CMC, City Clerk

City of Cocoa Budget Adjustment Form FY 2015

SELECT ADJUSTMENT TYPE: BUDGET TRANSFER

REQUESTING DEPARTMENT #: UT-Dyal 4020 DATE PREPARED: 05/23/16

'FROM' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
($ 48,000)	421-4020-536.12-00		REGULAR SALARIES & WAGES	$ 2,054,483	$ 2,014,870	$ 1,966,870	$ 996,371
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
($ 48,000)	TOTAL						

'TO' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
$ 48,000	421-4020-536.14-00		OVERTIME	$ 70,489	$ 97,046	$ 145,046	$ 50,752
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 0				$ 0	$ 0	$ 0	$ 0
$ 48,000	TOTAL						

REASON/JUSTIFICATION FOR ADJUSTMENT:

Spending an average of $3,000/week in Overtime, due to vacant positions not filled yet. $3,000/wk x 4 months (June - September 2016) = $48,000 to cover the remainder of FY 2016. See attached detailed explanation. Agenda 16-256

CITY COUNCIL APPROVAL REQUIRED? *YES* (●) *NO* ( ) *DATE APPROVED:* 06/28/16 *RESOLUTION #:* 2016-65

City Council approval is needed for all transfers greater than $50,000 and transfers between Departments / Funds. Attach copy of agenda item and City Clerk's Journal noting approval.

3/23/2016	Susan Gardner	6/15/16	Lea Taylor		
Date	Requestor's Signature	Date	Finance Approval Signature	Date	Finance Dir./Asst. CM's Signature
6/2/2016	John "Jack" Walsh	6/15/16	Lora Howell		
Date	Director's Signature	Date	Finance Manager 's Signature	Date	City Manager's Signature

FINANCE USE ONLY:

Date Entered: _____ Entered By: _____ Group #: _____

Legislation Details (With Text)

File #:	16-264	**Version:**	1	**Name:**	
Type:	Agenda			**Status:**	City Business
File created:	6/14/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Adopt a Resolution providing for processes, program guidelines, and eligibility requirements of the City of Cocoa's Commercial Property Enhancement Program. (Community Services Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Resolution 2016-____CPEP.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 14, 2016
Agenda Date: June 28, 2016
Prepared By: Joan A. Junkala, Economic Development Manager
Through: Steven P. Belden, AICP, Community Services Director
Requested Action:
Adopt a Resolution providing for processes, program guidelines, and eligibility requirements of the City of Cocoa's Commercial Property Enhancement Program.

BACKGROUND:

Consistent with Section 166.021(8), Florida Statutes, the resolution provides a general framework for awarding grants to qualified businesses or property owners through a Commercial Property Enhancement Program (CPEP). The CPEP is a performance-based reimbursement grant designed to encourage private investment and improvements to exterior frontage of commercial properties located along major transportation corridors in Cocoa. The CPEP is intended to enhance and improve the street view of the built environment from the public perspective, making Cocoa more competitive in attracting new business.

The Program is a 50/50 (public-to-private) matching grant with a maximum of $5,000 and is subject to funding availability, awarded on a first-come, first ready basis. Grantees with a minimum investment of $20,000 may receive building permit fee reduction up to 50 percent with City Council approval. In no case may an applicant be reimbursed for improvements undertaken prior to grant approval. Grant funds will be disbursed on a reimbursement basis upon proof of receipts, proof of payment, and final inspection by the City of Cocoa’s Building Division.

Eligible properties include commercial properties located within the city limits of Cocoa having frontage along the following roads, in accordance with the program guidelines set forth in the

resolution: U.S. 1, State Road 520, State Road 524, Fiske Boulevard, Dixon Boulevard, and Clearlake Road. Properties located within a Community Redevelopment Area (CRA) are ineligible unless there are no funds available through the CRA in which the property is located during the fiscal year the application is submitted.

Eligible improvements include roof repairs and replacement, installation of exterior fixtures, exterior façade restoration, exterior painting, replacement or glazing of windows and doors, signage, certain awning or canopies, landscaping enhancements, asphalt removal/replacement and parking area repaving/restriping, irrigation system and installation, and dumpster enclosures.

STRATEGIC PLAN CONNECTION:

This item is directly connected the Economic Development and Community Development strategic issues. It will also indirectly influence all other strategic issues.

BUDGETARY IMPACT:

There is no budgetary impact. Each Commercial Property Enhancement Program application must first be evaluated and certified by City staff to determine potential revenue impacts of any grants awarded.

PREVIOUS ACTION:

There has been no previous action.

RECOMMENDED MOTION:

Adopt a Resolution providing for processes, program guidelines, and eligibility requirements of the City of Cocoa's Commercial Property Enhancement Program.

RESOLUTION NO. 2016 -____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COCOA, FLORIDA, ESTABLISHING A NEW CITY OF COCOA COMMERCIAL PROPERTY ENHANCEMENT PROGRAM; MAKING LEGISLATIVE FINDINGS OF PUBLIC PURPOSE; PROVIDING FOR ELIGIBILITY AND GRANT REQUIREMENTS; PROVIDING APPLICATION REQUIREMENTS AND PROCESSING PROCEDURES; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City is vested with broad municipal home rule powers granted by s. 2(b), Art. VIII of the Florida Constitution which would include the power to provide economic incentives to businesses within the City of Cocoa

WHEREAS, section 166.021(8), Florida Statutes provides that the Legislature has determined that there is a need to enhance and expand economic activity within municipalities by attracting and retaining business enterprises; and

WHEREAS, section 166.021(8)(c) also expressly provides that the expenditure public funds for economic development activities, including, but not limited to, developing or improving local infrastructure, and making grants to private enterprises for the expansion of businesses existing in the community or the attraction of new businesses to the community constitutes a public purpose; and

WHEREAS, the intent and purpose of this Resolution is to establish a Commercial Property Enhancement Program for the City of Cocoa, which will authorize the City to provide matching grant funds to encourage private investment and improvements to the exterior frontage of commercial properties located on major transportation corridors in Cocoa; and

WHEREAS, the objective of the Commercial Property Enhancement Program is to enhance and improve the street view of the built environment from the public perspective, making Cocoa more competitive in attracting new businesses and retaining existing businesses; and

WHEREAS, the City Council finds and declares that it is in the public's best interest to award economic development incentives to commercial entities within the City with primary frontage on U.S. 1, S.R. 520, S.R. 524, Fiske Boulevard, Dixon Boulevard, and Clearlake Road as part of the overall strategic economic development policy of the City; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COCOA, FLORIDA, AS FOLLOWS:

Section 1. **Recitals; Title.** The foregoing recitals are affirmed and incorporated as part of this Resolution as legislative findings of the City Council of Cocoa. Upon adoption, this Resolution may be referred to as the "City of Cocoa Commercial Property Enhancement Program (hereinafter sometimes referred to as the "**CPEP**")."

Section 2. **Adoption of Guidelines and Procedures.** The City Council hereby adopts the following guidelines and procedures for the CPEP as follows:

I. Eligibility. In order for a property to be eligible for consideration of a grant under this Resolution, the property must have (1) an existing commercial use upon the property and (2) must have its primary frontage along at least one of the following roads:

- U.S. 1
- S.R. 520
- S.R. 524
- Fiske Boulevard
- Dixon Boulevard
- Clearlake Road (collectively, "**Major Transportation Corridors**").

Further, each of the following additional requirements shall apply for a property to be eligible for a grant under this Resolution:

(a) The property shall not be a residential property nor include a home-based business.

(b) The business and/or property owner shall be in good standing and have all required licenses, to include a City of Cocoa Business Tax Receipt.

(c) New construction is ineligible.

(d) Not-for-profit entities are ineligible unless engaged in commercial lease with a for-profit business.

(e) Properties located within a Community Redevelopment Area (CRA) are ineligible unless there are no funds available through the CRA in which the property is located during the fiscal year the application is submitted.

(f) Applications for grant funds may be made by: (1) the owner of a building; or (2) the lessee of a building, in which case the lessee must provide an affidavit of the building owner indicating the building owner's consent to the program.

(g) All contracts for enhancement work must be in compliance with all applicable federal, state, and City of Cocoa laws, rules and regulations.

(h) If an eligible property has current code violations, the violations must be brought into compliance prior to reimbursement of funds.

(i) Any existing City liens must be satisfied prior to reimbursement of funds.

(j) Recipients shall apply for all required permits within sixty (60) days of grant award.

(k) Recipients shall be awarded a maximum of one (1) grant per fiscal year. Recipients may not apply for additional grant(s) until the current grant application has been closed out by the City and any grant reimbursement funds have been distributed to the recipient by the City.

II. Eligible Improvements. If a commercial property is eligible for consideration of a grant under this Resolution, potential grant funding may be available for the purpose of making any of the following listed improvements to the property, which improvements must be visible from a Major Transportation Corridor ("**Improvements**"):

i. Roof repair/replacement

ii. Installation of exterior permanent fixtures to include decorative lighting, fencing, and architectural features

iii. Exterior facade restoration

iv. Exterior painting

v. Replacement of windows/glazing and doors

vi. Signage

vii. Awnings or canopies over doors, windows, or walkways

viii. Landscaping enhancements

ix. Asphalt removal/replacement and repaving/restriping

x. Irrigation system and installation

xi. Dumpster enclosures.

III. Grant Award Requirements and Award Amounts. Grant awards shall be subject to the following minimum requirements:

a. ***Minimum Investment Requirement:*** The recipient is required to make a ten-thousand dollar minimum investment ("**Minimum Investment Requirement**") of which five-thousand dollars may be made in the form of Sweat Equity Contributions. The remaining five-thousand dollar matching amount required to be paid by the recipient under the CPEP in order to receive reimbursement from the City shall be based solely on out-of-pocket costs incurred by the recipient. This matching amount may not include Sweat Equity Contributions.

i. ***Five Thousand Dollar Reimbursement:*** Provided the applicant has met the Minimum Investment Requirement, eligible properties may receive up to five thousand dollars ($5,000.00) from the City on a 50/50 matching fund basis for the purpose of making Improvements to the property, as such Improvements are defined in section II, herein.

ii. ***Reduction in building permit fees:*** In the event the recipient exceeds the Minimum Investment Requirement by 100%, thereby expending a minimum of twenty thousand dollars ($20,000.00) on Improvements to the eligible property ("**Greater Investment Option**"), the City will provide the recipient with a fifty percent (50%) waiver of building permit fees. Five-thousand dollars of the Greater Investment Option may be made in the form of in-kind contributions by the recipient and/or internal work performed by the recipient and recipient's employees, and other similar contributions in the sole discretion of the City ("**Sweat Equity Contributions**").

b. All grant awards shall be subject to a written agreement between the City and the grant recipient ("Grant Agreement"). The Grant Agreement shall be in a form approved by the City Attorney and City Manager. Grant Agreements shall not be binding upon the City unless the written agreement is approved by the City Council and executed by the City Manager or Mayor in a manner consistent with the requirements of this Resolution. Oral representations made by any City official regarding the CPEP shall be nonbinding upon the City.

c. Grants shall be paid by the City on a reimbursement basis unless otherwise provided in this Section III, provided the recipient has demonstrated to the City Manager that the terms and conditions of the Grant Agreement have been fully complied with by the recipient.

d. Improvements covered by the Grant Agreement must comply with applicable laws and shall only be reimbursed if the City's Building Official has certified that the Building Department has inspected and accepted the improvements completed by the recipient. The recipient(s) must comply with all requirements of the City of Cocoa for obtaining permits and approvals of the work, including building permits, sign permits, certificates of occupancy, certificate of completion, and any other related approvals and permits. Work of any kind started or performed without proper permits, sealed plans (any structural improvements requiring sealed plans) and specifications, if applicable, are not eligible for program assistance.

e. The City's Office of Economic Development must confirm and verify that the recipient has fully completed and paid for the improvements subject to the Grant Agreement. Verification shall require that, at a minimum, the recipient has provided to the City copies of all applicable receipts, invoices, payment documentation, and releases of liens.

f. Construction must be completed within six (6) months from permit issuance or notice to proceed. One (1) extension of up to three (3) months may be granted by the Community Services Director, in his or her discretion, upon written request by the recipient.

h. Grants shall be subject to forfeiture and refund to the City if : (i) the recipient fails to maintain program eligibility requirements set forth in Section I of this Resolution for a period of time equal to two (2) years from the date that grant funds were actually provided by the City; or (ii) the recipient materially defaults on the requirements set forth in the Grant Agreement.

IV. Application Requirements.

a. Completed grant applications will be processed on a first come, first served basis. Completed grant applications shall be submitted to the Office of Economic Development for the City of Cocoa, 65 Stone Street, Cocoa, FL 32922 on a form approved by the City Manager and shall be accompanied with the following minimum information, if applicable:

i. Copy of deed or other proof of ownership of the commercial property subject to the application, along with an ownership and encumbrance report prepared by a title company. If the recipient is a tenant or lessee of the property, an affidavit of property owner's consent to the enhancement improvement application is also required.

ii. Copy of certificate of good standing issued by the State of Florida evidencing the business is authorized to do business in the State.

iii. Boundary Survey for the commercial property.

iv. Copy of business tax receipt issued by the City of Cocoa or a written statement certifying that the business owner shall make application for, and obtained, a business tax receipt prior to any grant award being paid by the City.

v. Color photographs and slides illustrating the current condition of the area at which the improvements are being proposed.

vi. Estimates, quotes or bids for all costs associated with the proposed improvements including a breakdown of all material and labor costs and contractor and professional fees required to make the improvements.

vii. Complete written description and illustrative sketches of all work to be performed.

viii. Copy of any lease agreement(s) for any building tenants or occupants on the property affected by the proposed improvements.

ix. Proof of property taxes paid on the property proposed for improvement, including current year's taxes, if due, and prior years.

x. Photos to include close-up of property front view; block front view of same side of street; and block front view across the street from the property.

xi. Conceptual photos or designs for how the property will appear following completion of enhancements.

b. Incomplete applications, or applications for reimbursement for improvements that were already completed, will not be processed by the City. If an application is deemed incomplete or the City requires additional information in order to process the application, the applicant will be notified and afforded an opportunity to correct the deficiency and provide additional information. Once the City staff determines and application is complete and eligible for potential grant funding, the following will occur:

i. The Commercial Property Enhancement Committee ("**Committee**"), made up of City staff members, shall review the application according to the criteria and requirements established under this Resolution and shall provide a written recommendation to the City Council in the form of an Agenda Item. The

Committee is authorized to establish scoring criteria and sheet for purposes of formulating their recommendation.

ii. City staff, with the assistance of the City Attorney, will prepare a draft Grant Agreement for the City Council's consideration if the staff recommendation is to approve the grant application.

iii. City Council shall not be bound by the Committee's recommendation. City Council, in its sole discretion, may consider the recommendation of the Committee and any proposed Grant Agreement and either approve, approve with modifications, or deny the application by majority vote, and determine whether any funds will be made available to the applicant. No precedent shall be implied or inferred by any decision of the City Council pursuant to this Resolution.

V. Supplemental Incentives. Any grant award approved under this Resolution shall be deemed supplemental to any other economic development incentive program offered by the City. Nothing herein shall be construed or interpreted as requiring the City Council to budget and appropriate any funds to the CPEP. Any and all such appropriations shall be made at the sole discretion of the City Council.

Section 3. State Reporting Requirements. Pursuant to Section 166.021(8)(e), Florida Statutes, City staff shall report annually to the State of Florida, Office of Economic and Demographic Research detailing any economic development incentives in excess of $25,000 given to any business during the City's previous fiscal year. The City's report shall be on a form prescribed by the Office of Economic and Demographic Research

Section 4. Repeal of prior inconsistent resolutions. All prior inconsistent resolutions or any parts thereof in conflict herewith are hereby repealed to the extent of the conflict.

Section 5. Severability. Should any section or provision of this resolution or any portion hereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereto as a whole or part thereof to be declared invalid.

Section 6. Effective date: This Resolution shall become effective immediately upon its adoption by the City of Cocoa, Florida.

(Signature Page Follows)

Adopted at a Regular Meeting of the City of Cocoa, Florida, assembled this _____ day of _____, 2016.

_____
Henry U. Parrish, III, Mayor

ATTEST: _____
Carie Shealy, City Clerk, CMC

Legislation Details (With Text)

File #:	16-230	**Version:**	1	**Name:**	May, 2016 Monthly Purchasing Approval Information
Type:	Informational Item			**Status:**	Agenda Ready
File created:	6/1/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Council request to review the cumulative purchase approvals over $25,000 and under $50,000 for period 10/01/2015 to 05/31/2016. (Finance Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	PO Monthly Report to City Council 10.01.15 thru 05.31.16.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date:	June 1, 2016
Agenda Date:	June 28, 2016
Prepared By:	Sonja D. Hamilton-Suarez, Purchasing/Contract Manager
Through:	Teri Butler, CGFO, Finance Director

Requested Action:
Council request to review the cumulative purchase approvals over $25,000 and under $50,000 for period 10/01/2015 to 05/31/2016**.**

BACKGROUND:

The following reports for the period October 01, 2015 through May 31, 2016 provide a summary of all the purchases $25,000 and over up to $50,000.

1. Purchases approved by the City Manager or designee.

2. Purchases approved by the CRA Board.

3. Purchases approved by the City Council.

These reports are date/time driven and any differences between the summary and detailed information is a timing issue.

RECOMMENDED MOTION:

None. Information only.

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Purchase Order Approvals 10-01-15 thru 05-31-16

$25,000 TO $50,000 Recap Sheet

Total Purchase Orders Issued = 93

City Manager = 54

City of Cocoa CRA Board = 5

City Council = 34

Purchase Order Approvals 10-01-15 thru 05-31-16
$25,000 to $50,000 By City Manager

PO #	PO Date	Vendor	PO Amount	Approval Date	By Whom
66675	10/5/2015	Pace Analytical Services, Inc.	$ 28,000.00	10/2/2015	John A. Titkanich, Jr. AICP
66740	10/6/2015	Cutwater Asset Management Corp.	$ 37,500.00	10/5/2015	Micki Abdi (Acting)
66746	10/6/2015	Brevard County Board of County Comm.	$ 30,000.00	10/5/2015	Micki Abdi (Acting)
66760	10/6/2015	Garganese, Weiss & D'Agresta	$ 35,000.00	10/5/2015	Micki Abdi (Acting)
66797	10/7/2015	Ricoh USA, Inc.	$ 46,000.00	10/6/2015	John A. Titkanich, Jr. AICP
66902	10/9/2015	MCCI, LLC	$ 49,733.14	10/9/2015	Micki Abdi (Acting)
66964	10/15/2015	Iwater, Inc.	$ 32,000.00	10/14/2015	John A. Titkanich, Jr. AICP
66970	10/15/2015	Cemex	$ 25,000.00	10/14/2015	John A. Titkanich, Jr. AICP
66975	10/15/2015	Sunstate Meter & Supply Inc.	$ 27,224.00	10/14/2015	John A. Titkanich, Jr. AICP
66997	10/19/2015	Trane Orlando Company	$ 46,508.00	10/17/2015	John A. Titkanich, Jr. AICP
67041	10/22/2015	Quentin L. Hampton Assoc.	$ 30,281.00	10/21/2015	John A. Titkanich, Jr. AICP
67043	10/22/2015	Insource Software Solutions	$ 36,728.10	10/21/2015	John A. Titkanich, Jr. AICP
67044	10/22/2015	Brev Cty Emergency Management	$ 27,771.00	10/21/2015	John A. Titkanich, Jr. AICP
67061	10/22/2015	Architects RKZ, Inc.	$ 37,856.08	10/21/2015	John A. Titkanich, Jr. AICP
67062	10/22/2015	Industrial Chemicals Inc.	$ 27,680.00	10/21/2015	John A. Titkanich, Jr. AICP
67070	10/23/2015	Ring Power Corporation	$ 42,973.00	10/22/2015	John A. Titkanich, Jr. AICP
67077	10/26/2015	Air Liquid Industrial	$ 37,814.00	10/23/2015	John A. Titkanich, Jr. AICP
67113	10/29/2015	CDM Smith Inc.	$ 29,813.00	10/28/2015	John A. Titkanich, Jr. AICP
67152	11/5/2015	CDM Smith Inc.	$ 39,000.00	11/4/2015	Micki Abdi (Acting)
67182	11/9/2015	G4S Secure Solutions	$ 40,415.00	11/6/2015	John A. Titkanich, Jr. AICP
67183	11/9/2015	Cathedral Corporation	$ 30,000.00	11/6/2015	John A. Titkanich, Jr. AICP
67184	11/9/2015	Underwater Solutions, Inc.	$ 37,890.00	11/6/2015	John A. Titkanich, Jr. AICP
67185	11/9/2015	Garganese, Weiss & D'Agresta	$ 49,500.00	11/6/2015	John A. Titkanich, Jr. AICP
67221	11/16/2015	Parsons Brinckheroff Inc.	$ 30,000.00	11/13/2015	John A. Titkanich, Jr. AICP
67249	11/17/2015	CDM Smith Inc.	$ 30,000.00	11/16/2015	John A. Titkanich, Jr. AICP
67340	11/25/2015	Odyssey Manufacturing Co.	$ 30,560.00	11/24/2015	John A. Titkanich, Jr. AICP
67352	11/25/2015	Trekker Tractor LLC	$ 38,193.25	11/24/2015	John A. Titkanich, Jr. AICP
67396	12/3/2015	Odyssey Manufacturing Co.	$ 29,600.00	12/3/2015	John A. Titkanich, Jr. AICP
67397	12/3/2015	S & L Materials, Inc.	$ 35,000.00	12/3/2015	John A. Titkanich, Jr. AICP
67484	12/16/2015	Bauer Compressors Inc.	$ 45,061.80	12/15/2015	John A. Titkanich, Jr. AICP
67487	12/16/2015	Sunstate Meter & Supply Inc.	$ 43,350.00	12/15/2015	John A. Titkanich, Jr. AICP
67502	12/17/2015	Sunstate Meter & Supply Inc.	$ 41,644.80	12/17/2015	John A. Titkanich, Jr. AICP
67504	12/17/2015	Duval Ford	$ 29,850.00	12/17/2015	John A. Titkanich, Jr. AICP
67553	12/28/2015	FL Division of Workers Comp.	$ 27,318.63	12/28/2015	John A. Titkanich, Jr. AICP
67580	1/4/2016	CDM Smith Inc.	$ 49,250.00	12/30/2015	John A. Titkanich, Jr. AICP
67626	1/13/2016	Quentin L. Hampton Assoc.	$ 25,205.00	1/13/2016	John A. Titkanich, Jr. AICP
67713	2/3/2016	Empire Computing & Consulting	$ 30,000.00	2/3/2016	John A. Titkanich, Jr. AICP
67757	2/12/2016	Pro Co., Inc.	$ 32,131.00	2/11/2016	John A. Titkanich, Jr. AICP
67759	2/12/2016	Stewarts Electric Motor Works	$ 49,564.90	2/11/2016	John A. Titkanich, Jr. AICP
67785	2/19/2016	Cardno, Inc.	$ 27,525.00	2/19/2016	John A. Titkanich, Jr. AICP
68714	2/25/2016	Architects RZK, Inc.	$ 38,445.65	2/25/2016	John A. Titkanich, Jr. AICP
67868	3/8/2016	Sunstate Meter & Supply Inc.	$ 31,678.40	3/4/2016	John A. Titkanich, Jr. AICP
67900	3/14/2016	Sunstate Meter & Supply Inc.	$ 27,191.20	3/14/2016	John A. Titkanich, Jr. AICP
67934	3/17/2016	Burton & Associates	$ 28,475.00	3/17/2016	John A. Titkanich, Jr. AICP
67936	3/17/2016	Burton & Associates	$ 26,160.00	3/17/2016	John A. Titkanich, Jr. AICP
67948	3/22/2016	Endeavour Elementary School	$ 40,000.00	3/21/2016	John A. Titkanich, Jr. AICP
67950	3/22/2016	Burton & Associates	$ 34,840.00	3/22/2016	John A. Titkanich, Jr. AICP
68061	4/13/2016	Atlantic Development	$ 40,358.13	4/13/2016	John A. Titkanich, Jr. AICP
68082	4/18/2016	Cardno, Inc.	$ 32,250.00	4/15/2016	John A. Titkanich, Jr. AICP
68117	4/25/2016	Cardno, Inc.	$ 25,700.00	4/25/2016	John A. Titkanich, Jr. AICP
68213	5/16/2016	CDW Government	$ 35,945.06	5/13/2016	John A. Titkanich, Jr. AICP
68281	5/26/2016	SDV Services	$ 34,900.00	5/25/2016	John A. Titkanich, Jr. AICP

Purchase Order Approvals 10-01-15 thru 05-31-16
$25,000 to $50,000 By City Manager (Continued)

PO #	PO Date	Vendor	PO Amount	Approval Date	By Whom
68282	5/26/2016	CDM Smith Inc.	$ 25,000.00	5/25/2016	John A. Titkanich, Jr. AICP
68292	5/31/2016	Coggin Ford	$ 27,305.90	5/27/2016	John A. Titkanich, Jr. AICP

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Purchase Order Approvals 10-01-15 thru 05-31-16
$25,000 to $50,000 By CRA Board

PO #	PO Date	Vendor	PO Amount	Approval Date	By Whom
67362	11/30/2015	Cocoa Main Street	$ 25,000.00	11/3/2015	COCOA
67465	12/14/2015	Infrastructure Solution Service	$ 33,841.00	2/3/2015	COCOA
67466	12/14/2015	Quentin L. Hampton Assoc.	$ 41,242.91	7/7/2015	COCOA
67497	12/16/2015	Alliance for Neighborhood	$ 25,000.00	12/14/2015	COCOA
68135	4/28/2016	Infrastructure Solution Service	$ 40,000.00	4/18/2016	DIAMOND SQUARE

5 Purchase Order Approved by CRA

Prepared by Purchasing 6/1/2016

Purchase Order Approvals 10-01-15 thru 05-31-16
$25,000 to $50,000 By City Council

PO #	PO Date	Vendor	PO Amount	Approval Date	By Whom
66741	10/6/2015	Carr Riggs & Ingram, LLC	$ 43,500.00	4/24/2012	City Council
66742	10/6/2015	Carr Riggs & Ingram, LLC	$ 43,500.00	4/24/2012	City Council
66907	10/12/2015	H&H Liquid Sludge Disposal, Inc.	$ 40,000.00	9/22/2015	City Council
66913	10/12/2015	ESRI Environmental Systems, Inc.	$ 27,275.00	9/9/2014	City Council
66914	10/12/2015	Glover Oil Company Inc.	$ 26,523.00	7/8/2014	City Council
66956	10/15/2015	Verizon Wireless	$ 42,720.00	7/24/2012	City Council
67042	10/22/2015	Glover Oil Company Inc.	$ 49,000.00	7/8/2014	City Council
67049	10/22/2015	Florida Power & Light	$ 30,000.00	10/13/2015	City Council
67051	10/22/2015	Florida Power & Light	$ 50,000.00	10/13/2015	City Council
67057	10/22/2015	Water Resource Associates	$ 49,500.00	3/24/2015	City Council
67058	10/22/2015	Glover Oil Company Inc.	$ 25,964.00	7/8/2014	City Council
67060	10/22/2015	Lisa Cullen Tax Collector	$ 41,200.00	10/21/2015	City Council
67064	10/22/2015	Brandes Design-Build, Inc.	$ 26,895.00	10/13/2015	City Council
67079	10/26/2015	Glover Oil Company Inc.	$ 28,175.06	7/8/2014	City Council
67237	11/16/2015	United Self Insured Services	$ 50,000.00	9/8/2015	City Council
67264	11/18/2015	CH2M Hill Engineers, Inc.	$ 28,240.22	10/14/2014	City Council
67265	11/18/2015	Coggin Ford	$ 46,904.48	11/10/2015	City Council
67267	11/18/2015	Coggin Ford	$ 27,059.94	11/10/2015	City Council
67269	11/18/2015	Coggin Ford	$ 28,386.97	11/10/2015	City Council
67317	11/23/2015	Coggin Ford	$ 27,296.91	11/23/2015	City Council
67341	11/25/2015	Don Reid Ford Inc.	$ 25,506.00	11/10/2015	City Council
67342	11/25/2015	Don Reid Ford Inc.	$ 25,506.00	11/10/2015	City Council
67343	11/25/2015	Coggin Ford	$ 27,059.94	11/10/2015	City Council
67351	11/25/2015	Coggin Ford	$ 40,950.54	11/10/2015	City Council
67353	11/25/2015	CH2M Hill Engineers, Inc.	$ 38,151.51	5/27/2014	City Council
67398	12/3/2015	Villages Construction Inc.	$ 37,009.89	10/13/2015	City Council
67399	12/3/2015	Myra Planning & Design	$ 45,285.65	3/24/2015	City Council
67401	12/3/2015	Bussen Mayer Engineering	$ 45,000.00	6/23/2015	City Council
67526	12/22/2015	CH2M Hill Engineers, Inc.	$ 25,884.84	12/8/2015	City Council
67560	12/28/2015	Glover Oil Company Inc.	$ 36,908.19	7/8/2014	City Council
67668	1/27/2016	Glover Oil Company Inc.	$ 26,201.85	7/8/2014	City Council
67751	2/11/2016	Duval Ford	$ 43,329.00	1/13/2015	City Council
67866	3/8/2016	Florida Bullet Inc.	$ 27,028.66	2/9/2016	City Council
68215	5/16/2016	Glover Oil Company Inc.	$ 40,577.12	7/8/2014	City Council

34 Purchase Order Approved by City Council

Prepared by Purchasing 6/1/2016

Legislation Details (With Text)

File #:	16-246	**Version:**	1	**Name:**	
Type:	Informational Item			**Status:**	Agenda Ready
File created:	6/8/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	FY 2016 Budget Adjustment Report. (Finance Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	May 2016 EXPENSE Budget Tracking.pdf May 2016 REVENUE Budget Tracking.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 8, 2016
Agenda Date: June 28, 2016
Prepared By: Anthony Hagan / Grants Administrator
Through: Teri Butler, CGFO, Finance Director
Requested Action:
FY 2015 Budget Adjustment Report

BACKGROUND:

Pursuant to the Cocoa City Charter, Article XII, Section 5.b., the following report details the budget adjustments that were approved in Fiscal Year 2016 thru May 31, 2016.

STRATEGIC PLAN CONNECTION:

The information contained in this report provides to stakeholders increased transparency related to budget adjustments.

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

None

RECOMMENDED MOTION:
Information Item Only

FY 2016 EXPENSE BUDGET TRACKING WORKSHEET

EXPENSE TRANSFER/AMENDMENT DETAIL
AS OF: 5/31/2016

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
1000 - CITY COUNCIL					
04/18/16	001-1000-511.40-00	(200)	SHORTFALL IN MEMBERSHIPS AND PUBLICATIONS		2683
	001-1000-511.54-00	200			
05/26/16	001-1000-511.23-00	925	COVER INCREASE IN HLTH INS COST FOR CITY COUNCIL		3275
2	Budget Amendments/Transfers		Division 1000 Total	$925	
1100 - CITY MANAGER'S OFFICE					
11/24/15	001-1100-512.12-00	(7,200)	FROM REG SALARIES & WAGES TO EXECUTIVE /SPECIAL PAY		601
	001-1100-512.15-00	7,200			
04/21/16	001-1100-512.49-00	(827)	ADOBE CREATIVE CLOUD SOFTWARE SUB MEMBER		2750
	001-1100-512.54-00	827			
05/13/16	001-1100-512.23-00	2,750	COVER PAYROLL COSTS FOR THE REMAINDER OF FY 16		3088
	001-1100-512.12-00	8,500			
	001-1100-512.22-00	12,500			
3	Budget Amendments/Transfers		Division 1100 Total	$23,750	
1103 - INFORMATION TECHNOLOGY					
10/20/15	001-1103-516.27-00	(2,400)	FROM CAFETERIA PLAN TO CAFETERIA PLAN		602
	001-1103-516.21-00	(3,534)	FROM FICA TAXES TO FICA TAXES		602
	001-1103-516.23-00	(7,591)	FROM LIFE/HEALTH INSURANC TO LIFE/HEALTH INSURANCE		602
	001-1103-516.12-00	(43,784)	FROM REG SALARIES & WAGES TO REG SALARIES & WAGES		602
	001-1103-516.22-00	(3,179)	FROM RETIREMENT CONTRIBUT TO RETIREMENT CONTRIBUTIO		602
	001-1103-516.24-00	(116)	FROM WORKER'S COMP TO WORKER'S COMP		602
01/22/16	001-1103-516.52-00	(5,000)	FROM OPERATING SUPPLIES TO COMMUNICATION SERVICES		1417
	001-1103-516.41-00	5,000			
02/26/16	001-1103-516.52-00	(10,000)	FROM OPERATING SUPPLIES TO MACHINERY AND EQUIPMEN		1919
	001-1103-516.64-00	10,000			
	001-1103-516.52-00	(5,005)	FROM OPERATING SUPPLIES TO PROFESSIONAL SVCS		1919
	001-1103-516.31-00	5,005			
03/07/16	001-1103-516.52-00	(7,600)	BUDGET TXFR OPER SUPPLIE TO TRAINING		2034
	001-1103-516.55-00	7,600			

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
03/17/16	001-1103-516.52-00	(9,000)	TXFR FRM OPERATING SUPPLI TO PROFESSIONAL SERVICES		2166
	001-1103-516.31-00	9,000			
03/30/16	001-1103-516.52-00	(6,000)	TXFR FRM OPERATING SUPPLI TO COMMUNICATION SERVICES		2381
	001-1103-516.41-00	6,000			
04/12/16	001-1103-516.52-00	(2,000)	FINAL BILL AT&T MIS		2571
	001-1103-516.41-00	2,000			
04/14/16	001-1103-516.68-10	(11,600)	SOCIAL MEDIA AND TEXT MSG ARCHIVE COST RECLASS		2628
	001-1103-516.52-00	11,600			
05/04/16	001-1103-516.52-00	2,074	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2934
05/13/16	001-1103-516.12-00	(21,000)	COVER PAYROLL COSTS FOR THE REMAINDER OF FY 16		3088
	001-1103-516.23-00	(2,750)			
16	Budget Amendments/Transfers		Division 1103 Total	($82,280)	
1500 - FINANCE GENERAL ACCOUNTNG					
11/25/15	001-1500-513.12-00	(26,030)	FROM REG SALARIES & WAGES TO ACCRUAL PAYOUTS		623
	001-1500-513.12-12	26,030			
01/29/16	001-1500-513.52-00	(500)	FROM OPERATING SUPPLIES TO TRAINING		1603
	001-1500-513.55-00	2,000			
02/19/16	001-1500-513.12-00	(831)	BUD TXFR S&W-ACCR PAYOUT		1806
	001-1500-513.12-12	831			
3	Budget Amendments/Transfers		Division 1500 Total	$1,500	
1505 - PURCHASING					
02/19/16	001-1505-513.12-00	(14,088)	BUD TXFR S&W-ACCR PAYOUT		1806
	001-1505-513.12-12	14,088			
1	Budget Amendments/Transfers		Division 1505 Total	$0	
1510 - FINANCE UTILITY ACCOUNTNG					
01/22/16	001-1510-536.52-00	(40)	FROM OPERATING SUPPLIES TO PRINTING & BINDING		1417
	001-1510-536.47-00	40			
01/29/16	001-1510-536.52-00	(1,500)	FROM OPERATING SUPPLIES TO TRAINING		1603
03/24/16	001-1510-536.34-00	93,000	TXFR FRM OTHER SOURCES NR TO CONTRACT SERVICES		2328
3	Budget Amendments/Transfers		Division 1510 Total	$91,500	
1600 - GENERAL OPERATIONS					
11/10/15	001-1600-513.49-00	(20,000)	TXFR FRM OTHER CHRGS & OB TO UNEMPLOYMENT COMP		440
	001-1600-513.25-00	20,000			
01/22/16	001-1600-513.39-00	(5,000)	FROM CONTINGENCY TO ACCOUNTING & AUDITING		1420
	001-1600-513.32-00	3,500			
	001-1600-513.31-01	1,500	FROM CONTINGENCY TO LEGAL EXPENSES		1420
	001-1600-513.61-00	815,000	LAND		1419

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
03/24/16	001-1600-513.39-00	(15,269)	TXFR FRM CONTINGENCY TO AIDS TO OTHER GOVT AGE		2327
	001-1600-513.81-00	15,269			
04/18/16	001-1600-513.39-00	(15,438)	ACCRUAL PAYOUT SILVERMAN, MOHESKY, LEWIS, PIPER		2661
	001-1600-581.91-53	405,266	ESTABLISH RESERVES SELF FUNDED MED INSURANCE		2679
	001-1600-513.83-01	(25,000)	INTERLOCAL AGREEMENT PROJ DIAMOND SQUARE CRA		2667
	001-1600-581.91-11	25,000			
05/04/16	001-1600-513.52-00	(1,050)	ADDITIONAL POSTAGE FOR TAX NOTICES		2937
	001-1600-513.42-00	1,050			
	001-1600-513.83-01	(15,389)	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2934
	001-1600-513.83-01	(5,940)			2936
	001-1600-513.39-00	(24,700)	FUNDS TRANSFER FOR HR COORDINATOR POSITION		2939
05/13/16	001-1600-513.13-00	(20,000)	MOVE SUMMER YOUTH PROG FUNDS TO CORRECT ACCTS		3093
	001-1600-513.34-00	20,000			
05/26/16	001-1600-513.23-00	(925)	COVER INCREASE IN HLTH INS COST FOR CITY COUNCIL		3275
	001-1600-513.61-00	265,000	PURCHASE PROPERT AT CRNR OF FLORIDA, FORREST, & KI		3274
15	Budget Amendments/Transfers		Division 1600 Total	$1,422,874	
1601 - EMERGENCY/DISASTER SVS					
05/04/16	001-1601-525.52-00	1,030	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2934
1	Budget Amendments/Transfers		Division 1601 Total	$1,030	
1801 - HUMAN RESOURCES					
10/22/15	001-1801-513.47-00	877	BADGE PRINTING		216
05/04/16	001-1801-513.24-00	45	FUNDS TRANSFER FOR HR COORDINATOR POSITION		2939
	001-1801-513.27-00	950			
	001-1801-513.22-00	1,228			
	001-1801-513.21-00	1,294			
	001-1801-513.23-00	4,269			
	001-1801-513.12-00	16,914			
2	Budget Amendments/Transfers		Division 1801 Total	$25,577	
1805 - CITY CLERK					
10/22/15	001-1805-513.52-00	(877)	BADGE PRINTING		216
1	Budget Amendments/Transfers		Division 1805 Total	($877)	
2100 - POLICE ADMIN/OPERATIONS					
10/15/15	001-2100-521.46-00	(1,336)	TXFR FRM LAW ENFR/REPAIR TO LAW ENFR/REPAIR		150
10/29/15	001-2100-521.41-00	(1,824)	TXFR FRM LAW ENFC / COMM TO LAW ENFC / OPERATING		290
	001-2100-521.52-00	1,824			
11/04/15	001-2100-521.52-00	5,182	TXFR FRM LAW ENF / CAPITL TO LAW ENF / OPERATING		364
	001-2100-521.41-00	(1,168)	TXFR FRM LAW ENF / COMM TO LAW ENF / OPERATING		364

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
11/04/15...	001-2100-521.52-00	(1,305)	TXFR FRM LAW ENF / OPERAT TO LAW ENF / OPERATING		364
	001-2100-521.46-00	(1,135)	TXFR FRM LAW ENF / REPAIR TO LAW ENF / OPERATING		364
11/25/15	001-2100-521.12-00	(15,000)	FROM REG SALARIES & WAGES TO WAGES/SALARIES/CONTRAC		671
	001-2100-521.12-06	15,000			
12/14/15	001-2100-521.64-00	(15,120)	FROM LAW ENF / MACH & EQU TO LAW ENF / RENT & LEASE		879
	001-2100-521.44-00	15,120			
12/23/15	001-2100-521.41-00	(1,000)	CHANGE ORDER TO PO 66815		1017
	001-2100-521.52-00	500			
	001-2100-521.54-00	500			
01/14/16	001-2100-521.64-00	(811)	FROM LAW ENFC / MACH & EQ TO LAW ENFC / OPERATING		1316
	001-2100-521.52-00	811			
	001-2100-521.64-15	(22,980)	FROM MACH & EQ / IT HARDW TO MACH & EQ / JAG GRANT		1316
	001-2100-521.64-01	22,980			
02/19/16	001-2100-521.64-01	(2,106)	LAW R&M TABLETS-JAG GRANT		1811
	001-2100-521.46-00	2,106			
04/01/16	001-2100-521.64-00	(3,000)	TXFR FRM LAW ENF / MACHIN TO LAW ENF / OTHER CHRGS		2438
	001-2100-521.49-00	3,000			
05/04/16	001-2100-521.52-00	3,009	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2934
05/26/16	001-2100-521.12-00	(140,596)	COVER PAYROLL COSTS BASED ON MID-YEAR ANLYSIS		3276
	001-2100-521.24-00	(8,271)			
	001-2100-521.27-00	2,670			
	001-2100-521.22-00	5,601			
	001-2100-521.15-00	22,870			
	001-2100-521.12-12	140,596			
15	Budget Amendments/Transfers		Division 2100 Total	$26,117	
2101 - POLICE COMMUNICATIONS					
10/15/15	001-2101-521.46-00	1,336	TXFR FRM LAW ENFR/REPAIR TO LAW ENFR/REPAIR		150
11/04/15	001-2101-521.64-00	(1,574)	TXFR FRM LAW ENF / CAPITL TO LAW ENF / OPERATING		364
02/19/16	001-2101-521.12-00	(1,090)	BUD TXFR S&W-ACCR PAYOUT		1806
	001-2101-521.12-12	1,090			
05/26/16	001-2101-521.12-00	(23,862)	COVER PAYROLL COSTS BASED ON MID-YEAR ANLYSIS		3276
	001-2101-521.12-12	992			
4	Budget Amendments/Transfers		Division 2101 Total	($23,108)	
2200 - FIRE ADMINISTRATION					
01/14/16	001-2200-522.52-00	(150)	FROM OPERATING SUPPLIES TO POSTAGE & FREIGHT		1316
	001-2200-522.42-00	150			
03/30/16	001-2200-522.20-00	(200)	TXFR FRM CLOTHING / SHOE ALLOWANCE		2387

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
03/30/16...	001-2200-522.21-00	(8,570)	TXFR FRM FICA TAXES		2387
	001-2200-522.23-00	(29,444)	TXFR FRM LIFE / HEALTH INSURANCE		2387
	001-2200-522.12-00	(112,028)	TXFR FRM REGULAR SALARIES & WAGES		2387
	001-2200-522.22-01	(65,427)	TXFR FRM RETIREMENT CONTRIBUTIONS		2387
	001-2200-522.24-00	(5,948)	TXFR FRM WORKER'S COMPENSATION		2387
05/06/16	001-2200-522.24-00	5,948	BUDGET WAS INADVERTENTLY MOVED IN ERROR		2981
8	Budget Amendments/Transfers		Division 2200 Total	($215,669)	
2201 - FIRE OPERATIONS					
01/22/16	001-2201-522.64-00	14,200	MACHINERY AND EQUIPMENT		1418
02/26/16	001-2201-522.14-00	(15,000)	FROM OVERTIME TO CONTRACT SERVICES		1919
	001-2201-522.34-00	15,000			
03/30/16	001-2201-522.52-30	(1,157)	TXFR FRM FUEL, OIL, & LUB TO INSURANCE		2381
	001-2201-522.45-00	1,157			
	001-2201-522.20-00	200	TXFR TO CLOTHING / SHOE ALLOWANCE		2387
	001-2201-522.21-00	8,570	TXFR TO FICA TAXES		2387
	001-2201-522.23-00	29,444	TXFR TO LIFE / HEALTH INSURANCE		2387
	001-2201-522.12-00	112,028	TXFR TO REGULAR SALARIES & WAGES		2387
	001-2201-522.22-01	65,427	TXFR TO RETIREMENT CONTRIBUTIONS		2387
	001-2201-522.24-00	5,948	TXFR TO WORKER'S COMPENSATION		2387
04/18/16	001-2201-522.14-00	(137,234)	ACCRUAL PAYOUT SILVERMAN, MOHESKY, LEWIS, PIPER		2661
	001-2201-522.24-00	4,782			
	001-2201-522.21-00	7,491			
	001-2201-522.22-01	42,324			
	001-2201-522.12-12	98,075			
	001-2201-522.52-00	(4)	PATIENT CARE REPORTS COVER PO		2687
	001-2201-522.47-00	4			
05/06/16	001-2201-522.24-00	(5,948)	BUDGET WAS INADVERTENTLY MOVED IN ERROR		2981
12	Budget Amendments/Transfers		Division 2201 Total	$245,307	
3200 - ADMINISTRATION					
10/20/15	001-3200-515.27-00	2,400	FROM CAFETERIA PLAN TO CAFETERIA PLAN		602
	001-3200-515.21-00	3,534	FROM FICA TAXES TO FICA TAXES		602
	001-3200-515.23-00	7,591	FROM LIFE/HEALTH INSURANC TO LIFE/HEALTH INSURANCE		602
	001-3200-515.12-00	43,784	FROM REG SALARIES & WAGES TO REG SALARIES & WAGES		602
	001-3200-515.22-00	3,179	FROM RETIREMENT CONTRIBUT TO RETIREMENT CONTRIBUTIO		602
	001-3200-515.24-00	116	FROM WORKER'S COMP TO WORKER'S COMP		602
01/28/16	001-3200-515.31-00	(12,015)	FROM PROFESSIONAL SVCS TO PROFESSIONAL SVCS		1499
02/19/16	001-3200-515.12-12	1,790	BUD TXFR SAL-ACCR PAYOUT		1806

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
02/19/16...	001-3200-515.12-00	(1,825)	BUD TXFR SAL-ACCR PO, O/T		1806
	001-3200-515.14-00	35	BUD TXFR SALARY-OVERTIME		1806
04/18/16	001-3200-515.12-00	(1,045)	ACCRUAL PAYOUTS LOMBARDI & ZERVOS		2682
	001-3200-515.12-12	1,045			
05/04/16	001-3200-515.52-00	2,811	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2934
	001-3200-515.61-00	118,000	PURCHASE OF 3 PARCEL ID # FROM HOUSING AUTHORITY		2938
13	Budget Amendments/Transfers		Division 3200 Total	$169,400	
3205 - ECONOMIC DEVELOPMENT					
01/28/16	001-3205-559.31-00	12,015	FROM PROFESSIONAL SVCS TO PROFESSIONAL SVCS		1499
1	Budget Amendments/Transfers		Division 3205 Total	$12,015	
3290 - LEISURE SERVICES					
12/02/15	001-3290-574.12-00	(14,240)	TO COVER NON-CITY SPECIAL EVENTS		682
	001-3290-574.64-00	(4,990)			
	001-3290-574.22-01	6,230			
	001-3290-574.15-00	13,000			
04/18/16	001-3290-574.12-00	(6)	ACCRUAL PAYOUTS LOMBARDI & ZERVOS		2682
	001-3290-574.14-00	6			
2	Budget Amendments/Transfers		Division 3290 Total	$0	
3500 - ADMINISTRATION					
10/29/15	001-3500-519.52-00	500	TXFR FRM OPERATING SUPPLI TO OPERATING SUPPLIES		290
	001-3500-519.44-00	500	TXFR FRM RENTALS AND LEAS TO RENTALS AND LEASES		290
05/04/16	001-3500-519.52-00	2,971	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2934
3	Budget Amendments/Transfers		Division 3500 Total	$3,971	
3510 - PUBLIC WORKS MAINTENANCE					
10/29/15	001-3510-541.52-00	(500)	TXFR FRM OPERATING SUPPLI TO OPERATING SUPPLIES		290
	001-3510-541.44-00	(500)	TXFR FRM RENTALS AND LEAS TO RENTALS AND LEASES		290
12/14/15	001-3510-541.63-00	554,018	INFRASTRUCTURE		875
12/30/15	001-3510-541.46-00	(10,000)	FROM REPAIR AND MAINT TO OPERATING SUPPLIES		1099
	001-3510-541.52-00	10,000			
04/18/16	001-3510-541.53-00	(1,000)	ADD FUNDS TO COVER REMAINDER OF FY		2685
	001-3510-541.43-00	1,000			
05/04/16	001-3510-541.52-00	3,494	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2934
	001-3510-541.63-00	56,403	RAIL CROSSING MAINTENANCE ROSA L AND PEACHTREE		2927
	001-3510-541.63-00	(50,000)			2930
	001-3510-541.63-00	50,000			
	001-3510-541.63-00	95,462			2932
9	Budget Amendments/Transfers		Division 3510 Total	$708,377	

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
3520 - PARKS & BEAUTIFICATION					
11/25/15	001-3520-572.12-00	(225)	FROM REG SALARIES & WAGES TO ACCRUAL PAYOUTS		623
	001-3520-572.12-12	225			
04/01/16	001-3520-572.52-00	(600)	TXFR FRM OPERATING SUPPLI TO TRAVEL AND PER DIEM		2438
	001-3520-572.40-00	600			
05/04/16	001-3520-572.52-00	3,494	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2936
3	Budget Amendments/Transfers		Division 3520 Total	$3,494	
3540 - PUBLIC WORKS- FLEET MAINT					
04/21/16	001-3540-519.64-00	(3,000)	REPAIRS TO AUTOMATED FUEL SYSTEM AT CITY FLEET		2750
	001-3540-519.46-00	3,000			
05/04/16	001-3540-519.52-00	699	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2936
2	Budget Amendments/Transfers		Division 3540 Total	$699	
3560 - FACILITY MANAGEMENT					
04/18/16	001-3560-519.12-00	(284)	ACCRUAL PAYOUT F MARTIN		2684
	001-3560-519.12-12	284			
05/04/16	001-3560-519.52-00	1,747	CITY WIDE VHF/UHF RADIO FCC REBAND REQUIREMENT		2936
05/26/16	001-3560-519.64-00	(6,946)	FABRICATION AND INSTALL CITY WELCOME SIGNS		3277
	001-3560-519.52-00	6,946			
3	Budget Amendments/Transfers		Division 3560 Total	$1,747	
3580 - CAPITAL PROJECTS MNGMT					
04/18/16	001-3580-519.62-00	38,709	ADDITIONAL FUNDS FOR FLEET EXPANSION PRJCT		2666
	001-3580-519.64-00	(500)	COVER LEGAL ADS FOR PW BID PACKAGES		2686
	001-3580-519.49-00	500			
2	Budget Amendments/Transfers		Division 3580 Total	$38,709	
124	Total Budget Amendments/Transfers		**GENERAL FUND**	**$2,455,058**	
3230 - CRA ADMIN/OPERATIONS					
11/09/15	110-3230-559.39-00	(2,551)	FROM CASH CARRY FORWRD TO CONTINGENCY		670
	110-3230-559.63-00	4,460			
	110-3230-559.63-00	37,473			
	110-3230-559.63-00	49,645			
	110-3230-559.63-00	61,110			
	110-3230-559.34-00	7,755	FROM CASH CARRY FORWRD TO CONTRACT SERVICES		670
12/02/15	110-3230-559.83-00	(2,800)	FROM OTHER GRANTS / AIDS TO CONTRACT SERVICES		738
	110-3230-559.34-00	2,800			
02/05/16	110-3230-559.72-00	(2,729)	FROM INTEREST TO PRINCIPAL		1631
	110-3230-559.71-00	2,729			
02/19/16	110-3230-559.12-00	(18)	BUD TXFR SALARY-O/T		1806

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
02/19/16...	110-3230-559.14-00	18	BUD TXFR SALARY-O/T...		1806...
03/24/16	110-3230-559.72-00	(11,837)	TXFR FRM DEBT SERVICE TO CONTRACT SERVICES		2325
	110-3230-559.83-00	(2,663)	TXFR FRM OTHER GRANTS/AID TO CONTRACT SERVICES		2325
	110-3230-559.34-00	14,500			
7 Budget Amendments/Transfers			Division 3230 Total	$157,892	
7 Total Budget Amendments/Transfers			**REDEVELOPMENT AGENCY FUND**	**$157,892**	
3230 - CRA ADMIN/OPERATIONS					
10/05/15	111-3230-559.83-00	(2,800)	TXFR FRM OTHER GRANT & AI TO TRAINING / TRAVEL PER		41
	111-3230-559.55-00	1,010			
	111-3230-559.40-00	1,790			
12/02/15	111-3230-559.83-00	(281)	FY16 REVISED BUDGET		681
	111-3230-559.63-00	162,966			
12/08/15	111-3230-559.83-00	(5,000)	FROM OTHER GRANTS & AIDS TO PROFESSIONAL SVCS		768
	111-3230-559.31-00	5,000			
02/19/16	111-3230-559.12-00	(6)	BUD TXFR SALARY-O/T		1806
	111-3230-559.14-00	6			
04/18/16	111-3230-559.31-00	5,000	INTERLOCAL AGREEMENT PROJ DIAMOND SQUARE CRA		2669
	111-3230-559.63-00	10,000			
	111-3230-559.83-00	10,000			
5 Budget Amendments/Transfers			Division 3230 Total	$187,685	
5 Total Budget Amendments/Transfers			**CRA DIAMOND SQUARE 626**	**$187,685**	
3230 - CRA ADMIN/OPERATIONS					
11/19/15	112-3230-559.83-02	(284)	REDUCE TIF REVENUE REVISED FY16 BUDGET		543
12/08/15	112-3230-559.43-00	(8)	FROM ELEC / WATER / SEWER TO INSURANCE		768
	112-3230-559.45-00	8			
02/26/16	112-3230-559.83-02	(1,558)	FROM GENERAL FUND TO OTHER CHRGS AND OBLG		1919
	112-3230-559.49-00	1,558			
3 Budget Amendments/Transfers			Division 3230 Total	($284)	
3 Total Budget Amendments/Transfers			**CRA US1 CORRIDOR**	**($284)**	
2100 - POLICE ADMIN/OPERATIONS					
02/19/16	141-2100-521.52-00	27,029	BUD ADMNT R#2016-10 DUTY GEAR AGND#15-570		1814
02/26/16	141-2100-521.52-00	(3,180)	FROM LAW ENF / OPERATING TO LAW ENF / CAPITAL		1934
	141-2100-521.64-00	3,180			
2 Budget Amendments/Transfers			Division 2100 Total	$27,029	
2 Total Budget Amendments/Transfers			**POLICE CONFISCATED FUND**	**$27,029**	
3580 - CAPITAL PROJECTS MNGMT					

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
12/14/15	301-3580-519.62-00	(8,000,000)	FROM CAPITAL PRJCT-BLDNGS TO CAPITAL PRJCT - BLDNGS		881
	301-3580-519.62-00	2,500,000			
	301-3580-519.62-00	2,500,000			
	301-3580-519.62-00	3,000,000			
12/29/15	301-3580-519.62-00	(203,492)	FROM BUILDINGS TO LAND		1068
	301-3580-519.62-00	(10,000)			
	301-3580-519.61-00	10,000			
	301-3580-519.61-00	203,492			
01/29/16	301-3580-519.62-00	(266,858)	FROM BUILDINGS TO LAND		1610
	301-3580-519.62-00	(10,000)			
	301-3580-519.61-00	10,000			
	301-3580-519.61-00	266,858			
04/15/16	301-3580-519.62-00	(31,088)	MOVING LAND-RLTD EXPENSES FROM CAPITAL TO LAND		2654
	301-3580-519.62-00	(13,790)			
	301-3580-519.62-00	(9,453)			
	301-3580-519.61-00	9,453			
	301-3580-519.61-00	13,790			
	301-3580-519.61-00	31,088			
04/18/16	301-3580-519.62-00	(38,709)	ADDITIONAL FUNDS FOR FLEET EXPANSION PRJCT		2666
05/04/16	301-3580-519.62-00	(56,403)	RAILROAD CROSSING MAINTEN ROSA L AND PEACHTREE		2926
	301-3580-581.91-01	56,403			
05/13/16	301-3580-581.91-01	38,709	CORRECT A BALANCING ERROR ON AGENDA #16-114		3090
7 Budget Amendments/Transfers				Division 3580 Total $0	
7 Total Budget Amendments/Transfers			**CAPITAL PROJECTS FUND**	**$0**	
1515 - FIELD SERVICES					
02/19/16	421-1515-536.12-00	(26,030)	BUD TXFR S&W-ACCR PAYOUT		1806
	421-1515-536.12-12	26,030			
04/04/16	421-1515-536.64-15	(2,600)	TXFR FRM IT HARDWARE TO WATER SEWER OPER SUPL		2443
	421-1515-536.52-00	2,600			
05/04/16	421-1515-536.52-00	9,233	REPLACE OBSOLETE RADIOS FCC RE-BAND REQUIREMENT		2922
3 Budget Amendments/Transfers				Division 1515 Total $9,233	
4010 - WATER ADMINISTRATION					
11/10/15	421-4010-536.31-01	(5,000)	TXFR FRM LEGAL EXPENSES TO UNEMPLOYMENT COMP		440
	421-4010-536.25-00	5,000			
01/22/16	421-4010-536.39-00	(5,000)	FROM CONTINGENCY TO ACCOUNTING & AUDITING		1423
	421-4010-536.32-00	3,500			
	421-4010-536.31-01	1,500	FROM CONTINGENCY TO LEGAL EXPENSES		1423

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
01/22/16...	421-4010-536.39-00	(171,492)	FROM WATER SEWER CNTNGCY TO CAPITAL EQUIP - VEHICL		1422
02/26/16	421-4010-536.31-01	(3,000)	FROM LEGAL TO REPAIR/MAINT BUILDING		1919
	421-4010-536.46-02	3,000			
03/07/16	421-4010-536.12-00	(1,184)	BUDGET TXFR REG SALARY TO ACCRUAL PAYOUTS		2034
	421-4010-536.12-12	1,184			
	421-4010-536.12-00	(12,426)	BUDGET TXFR REG SALARY TO OVERTIME		2034
	421-4010-536.14-00	12,426			
03/15/16	421-4010-536.39-00	(127,578)	TRANSFER FROM CONTINGENCY TO INFRASTRUCTURE		2165
03/24/16	421-4010-536.39-00	(93,000)	TXFR FRM CONTINGENCY TO GENERAL FUND		2329
	421-4010-581.91-01	93,000			
	421-4010-536.39-00	(408,464)	TXFR FRM CONTINGENCY TO MACHINERY & EQUIPMENT		2326
04/18/16	421-4010-581.91-53	405,266	ESTBLSH RESERVES FOR SELF FUNDED MED INSURANCE		2678
	421-4010-536.39-00	(188,850)	ITEMS INADVERTENTLY OMITT FROM BUDGET		2672
05/04/16	421-4010-536.39-00	(43,275)	REPLACE OBSOLETE RADIOS FCC RE-BAND REQUIREMENT		2922
	421-4010-536.39-00	(36,827)	REPLACE OBSOLETE RADIOS FCC REBAND REQUIREMENT		2924
	421-4010-536.52-00	8,621			
	421-4010-536.63-00	28,206			
05/13/16	421-4010-536.13-00	(20,000)	MOVE SUMMER YOUTH PROG FUNDS TO CORRECT ACCTS		3093
	421-4010-536.34-00	20,000			
05/26/16	421-4010-536.49-00	(1,000)	RECLASS EXPENSE DUE TO STATE ACCT REQUIREMENTS		3273
	421-4010-536.82-00	1,000			
16	Budget Amendments/Transfers		Division 4010 Total	($534,393)	
4020 - DYAL PLANT					
10/29/15	421-4020-536.46-00	(4,000)	TXFR FRM REPAIR AND MAINT TO REPAIR AND MAINTENANCE		295
	421-4020-536.46-00	4,000			
12/14/15	421-4020-536.46-00	753,233	TO REPAIR & MAINTENANCE		872
	421-4020-536.46-00	58,192			873
01/22/16	421-4020-536.64-00	68,814	FROM WATER SEWER CNTNGCY TO CAPITAL EQUIP - VEHICL		1422
03/07/16	421-4020-536.12-00	(13,056)	BUDGET TXFR REG SALARY TO ACCRUAL PAYOUTS		2034
	421-4020-536.12-12	13,056			
	421-4020-536.12-00	(26,557)	BUDGET TXFR REG SALARY TO OVERTIME		2034
	421-4020-536.14-00	26,557			
04/18/16	421-4020-536.46-00	188,850	ITEMS INADVERTENTLY OMITT FROM BUDGET		2672
	421-4020-536.46-00	123,606	NEW SCADA SYSTEM INADVERT BUDGETED UNDER WS1117		2671
04/21/16	421-4020-536.63-00	(1,440)	2 HVAC SYSTEMS BANANA RVR & VIERA BOOSTER STATIONS		2750
	421-4020-536.62-00	1,440			
05/04/16	421-4020-536.52-00	7,338	REPLACE OBSOLETE RADIOS FCC RE-BAND REQUIREMENT		2922

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
05/13/16	421-4020-536.34-00	(100,000)	EMERGENCY GENERATOR LEASE AT DYAL WTP.		3091
	421-4020-536.44-00	100,000			
05/26/16	421-4020-536.64-00	172,000	PURCHASE USED MOTOR GRADER FOR DYAL WTP		3279
12	Budget Amendments/Transfers		Division 4020 Total	$1,372,033	
4025 - WATER FIELD OPERATIONS					
01/22/16	421-4025-536.46-00	(27,608)	FROM REPAIRS AND MAINTEN TO REPAIRS / MAINT - BLDN		1421
	421-4025-536.46-02	27,608			
	421-4025-536.64-00	59,349	FROM WATER SEWER CNTNGCY TO CAPITAL EQUIP - VEHICL		1422
03/02/16	421-4025-536.12-00	(44,125)	ACCOUNTING ADJUSTMENT TO OTHER SALARIES & WAGES		1981
	421-4025-536.13-00	44,125			
03/07/16	421-4025-536.12-00	(945)	BUDGET TXFR REG SALARY TO ACCRUAL PAYOUTS		2034
	421-4025-536.12-12	945			
	421-4025-536.12-00	(28,000)	BUDGET TXFR REG SALARY TO OVERTIME		2034
	421-4025-536.14-00	28,000			
03/17/16	421-4025-536.46-00	(10,000)	TXFR FRM REPAIRS AND MAIN TO CONTRACT SERVICES		2166
	421-4025-536.34-00	10,000			
04/07/16	421-4025-536.46-00	(2,136)	ARBITRATOR FEE -SANDERLIN		2503
	421-4025-536.31-00	2,136			
04/14/16	421-4025-536.12-00	(76)	ACCRUAL PAYOUTS- J. HAZES C. McCALL, & M. SUNDSTROM		2627
	421-4025-536.12-12	76			
04/18/16	421-4025-536.46-00	(210,708)	ADDTNL FNDS INCREASED FDEP TESTING - ACE FLOW		2673
	421-4025-536.46-00	210,708			
05/04/16	421-4025-536.52-00	17,121	REPLACE OBSOLETE RADIOS FCC RE-BAND REQUIREMENT		2922
05/18/16	421-4025-536.44-00	(1,000)	TRANSFER TO COVER POSTAGE AND FREIGHT REMAINDER FY		3152
	421-4025-536.42-00	1,000			
05/27/16	421-4025-536.68-10	(20,000)	INFRAMAP NOW LICENSE BUDGETED IN 68-10 IN ERRO		3293
	421-4025-536.52-00	20,000			
12	Budget Amendments/Transfers		Division 4025 Total	$76,470	
4055 - ENGINEERING					
10/22/15	421-4055-536.63-00	(17,324)	PROJ EXTENTED-MORE FUNDS FOR SERVICES		215
	421-4055-536.63-00	17,324			
10/29/15	421-4055-536.63-00	(70,000)	TXFR FRM INFRASTRUCTURE TO INFRASTRUCTURE		298
	421-4055-536.63-00	70,000			
12/14/15	421-4055-536.63-00	(1,968,704)	FROM INFRASTRUCTURE TO INFRASTRUCTURE		880
	421-4055-536.63-00	(1,467,681)			
	421-4055-536.63-00	(217,273)			
	421-4055-536.63-00	3,653,658			

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
12/14/15...	421-4055-536.63-00	9,537	INFRASTRUCTURE		874
	421-4055-536.63-00	11,623			
	421-4055-536.63-00	14,750			
	421-4055-536.63-00	124,533			
	421-4055-536.63-00	189,998			
	421-4055-536.63-00	388,626			
	421-4055-536.63-00	415,981			
	421-4055-536.63-00	467,162			
12/17/15	421-4055-536.63-00	(415,981)	FROM INFRASTRUCTURE TO INFRASTRUCTURE		939
	421-4055-536.63-00	415,981			
03/07/16	421-4055-536.12-00	(9,507)	BUDGET TXFR REG SALARY TO ACCRUAL PAYOUTS		2034
	421-4055-536.12-12	9,507			
04/06/16	421-4055-536.63-00	(50,000)	WATER CAPITAL PLAN		2489
	421-4055-536.68-10	50,000			
04/14/16	421-4055-536.12-00	(1,171)	ACCRUAL PAYOUTS- J. HAZES C. McCALL, & M. SUNDSTROM		2627
	421-4055-536.12-12	1,171			
04/18/16	421-4055-536.63-00	(298,066)	MOTOR CONTROL CNTR 1-6 & CONDUIT REPLCMNT SELLERS		2676
	421-4055-536.63-00	(123,606)	NEW SCADA SYSTEM INADVERT BUDGETED UNDER WS1117		2671
05/04/16	421-4055-536.55-00	(408)	REPLACE MONITOR FOR CAD DRAFTER IN ENGNRING STN		2925
	421-4055-536.52-00	408			
	421-4055-536.52-00	2,796	REPLACE OBSOLETE RADIOS FCC RE-BAND REQUIREMENT		2922
05/26/16	421-4055-536.63-00	(172,000)	PURCHASE USED MOTOR GRADER FOR DYAL WTP		3279
13	Budget Amendments/Transfers		Division 4055 Total	$1,031,334	
4120 - WATER RECLAMATION					
10/15/15	421-4120-536.46-00	(4,900)	TXFR FRM REPAIRS & MAINTQ TO CONTRACT SERVICES		150
	421-4120-536.31-00	4,900			
12/08/15	421-4120-536.46-00	(500)	FROM REPAIRS & MAINTENANC TO MACHINERY & EQUIPMENT		768
	421-4120-536.64-00	500			
12/22/15	421-4120-536.63-00	(30,000)	WS1306		990
	421-4120-536.68-10	30,000			
12/23/15	421-4120-536.46-00	(556)	TABLET ACT COSTS > BUDGET		1018
	421-4120-536.64-15	556			
01/14/16	421-4120-536.46-00	(2,920)	FROM REPAIRS & MAINTENANC TO MACHINERY & EQUIPMENT		1316
	421-4120-536.64-00	2,920			
01/22/16	421-4120-536.52-00	(892)	FROM OPERATING SUPPLIES TO MACHINERY & EQUIPMENT		1417
	421-4120-536.64-00	892			
02/19/16	421-4120-536.12-00	(6,030)	BUD TXFR S&W-ACCR PAYOUT		1806
	421-4120-536.12-12	6,030			

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
02/26/16	421-4120-536.64-00	(1,300)	FROM MACHINERY & EQUIPMEN TO OPERATING SUPPLIES		1919
	421-4120-536.52-00	1,300			
03/07/16	421-4120-536.12-00	(7,040)	BUDGET TXFR REG SALARY TO OVERTIME		2034
	421-4120-536.14-00	7,040			
04/18/16	421-4120-536.64-00	(1,345,070)	MOTOR CONTROL CNTR 1-6 & CONDUIT REPLCMNT SELLERS		2676
	421-4120-536.63-00	1,643,136			
05/04/16	421-4120-536.52-00	2,594	REPLACE OBSOLETE RADIOS FCC RE-BAND REQUIREMENT		2922
05/13/16	421-4120-536.52-00	(2,441)	DIESEL TANK FILTRATION MAINT SYSTEM		3089
	421-4120-536.64-00	2,441			
12	Budget Amendments/Transfers		Division 4120 Total	$300,660	
4125 - SEWER FIELD OPERATIONS					
11/24/15	421-4125-536.12-00	(2,506)	FROM REG SALARIES & WAGES TO RETIREMENT CONTRIBUT		710
	421-4125-536.22-00	2,506			
	421-4125-536.22-00	(2,506)			715
	421-4125-536.12-00	2,506			
01/22/16	421-4125-536.64-00	43,329	FROM WATER SEWER CNTNGCY TO CAPITAL EQUIP - VEHICL		1422
03/07/16	421-4125-536.12-00	(10,000)	BUDGET TXFR REG SALARY TO OVERTIME		2034
	421-4125-536.14-00	10,000			
03/15/16	421-4125-536.63-00	127,578	TRANSFER FROM CONTINGENCY TO INFRASTRUCTURE		2165
03/24/16	421-4125-536.64-00	408,464	TXFR FRM CONTINGENCY TO MACHINERY & EQUIPMENT		2326
05/04/16	421-4125-536.52-00	4,193	REPLACE OBSOLETE RADIOS FCC RE-BAND REQUIREMENT		2922
7	Budget Amendments/Transfers		Division 4125 Total	$583,564	
	75 Total Budget Amendments/Transfers		**WATER/SEWER ENTERPRISE**	**$2,838,901**	
3570 - STORMWATER UTILITY					
10/15/15	423-3570-538.52-00	(500)	TXFR FRM OPERATING SUPPLI TO RENTALS AND LEASES		150
	423-3570-538.44-00	500			
02/19/16	423-3570-538.12-00	(1,082)	BUD TXFR S&W-ACCR PAYOUT		1806
	423-3570-538.12-12	1,082			
	423-3570-538.63-00	(20,000)	BUDGET TXFR FACTORY ST DRAING IMPRV AGNDA#16-026		1818
	423-3570-538.61-00	20,000			
	423-3570-538.63-00	(20,963)	RIVERFRONT PARK SOD&DRAIN PROJ#SW16RD AGND#16-028		1812
	423-3570-538.63-00	20,963			
05/26/16	423-3570-538.63-00	(50,000)	DIAMOND SQ RDA OFF-SITE STORMWATER MANAGEMENT		3278
	423-3570-538.63-00	(40,245)			
	423-3570-538.63-00	40,245			
	423-3570-538.61-00	50,000			
5	Budget Amendments/Transfers		Division 3570 Total	$0	

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
5 Total Budget Amendments/Transfers			**STORMWATER UTILITY**	**$0**	
1801 - HUMAN RESOURCES					
04/18/16	530-1801-513.23-00	810,532	ESTABLISH RESERVES FOR SELF-FUNDED MED INS		2680
	530-1801-513.31-00	864,802	FY16 SELF-FND MED INS CLM & ADMIN SVC FEES BDGT		2677
	530-1801-513.23-00	3,967,387			
2 Budget Amendments/Transfers			Division 1801 Total	$5,642,721	
2 Total Budget Amendments/Transfers			**HEALTH INSURANCE FUND**	**$5,642,721**	

230 Transfers & Amendments between 10/1/2015 and 5/31/2016

FY 2016 TOTAL TRANSFERS & AMENDMENTS	**11,309,002**

NOTE: Group #s represent a complete transaction that will net to zero. Add all expenses for each group number, then subtract the revenues related to the same group number and your total will equal zero.

Report: C:\Users\ltaylor\Desktop\Rev & Exp Agenda Reports\FY 2016 Rev & Exp Agenda Reports\FY 2016 EXPENSE Budget Tracking Worksheet.imr ran by Database User ID: cocoljt

FY 2016 BUDGET TRACKING WORKSHEET

REVENUE TRANSFER/AMENDMENT DETAIL
AS OF: 5/31/2016

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
12/14/15	001-0000-389.99-50	(1,054,358)	FB APPROP RESERVES		875
	001-0000-331.39-10	1,148,282	FED GRANT -TRANSPORTATION		875
	001-0000-389.99-11	460,094	RESTRICTED CASH CARRY FORWARD		875
01/22/16	001-0000-334.61-10	14,200	BREVARD COUNTY EMS GRANT		1418
	001-0000-389.99-50	815,000	FUND BAL-APPROP. RESERVES		1419
03/24/16	001-0000-381.91-21	93,000	TXFR FRM OTHER SOURCES NR TO CONTRACT SERVICES		2328
04/18/16	001-0000-389.99-50	405,266	ESTABLISH RESERVES SELF FUNDED MED INSURANCE		2679
05/04/16	001-0000-389.99-50	118,000	PURCHASE OF 3 PARCEL ID # FROM HOUSING AUTHORITY		2938
	001-0000-381.91-30	56,403	RAIL CROSSING MAINTENANCE ROSA L AND PEACHTREE		2927
	001-0000-389.99-50	95,462			2932
05/13/16	001-0000-381.91-30	38,709	CORRECT A BALANCING ERROR ON AGENDA #16-114		3090
05/26/16	001-0000-389.99-50	265,000	PURCHASE PROPERT AT CRNR OF FLORIDA, FORREST, & KI		3274
12 Budget Amendments/Transfers			Division 0000 Total	$2,455,058	
12 Total Budget Amendments/Transfers			**GENERAL FUND**	**$2,455,058**	
11/09/15	110-0000-389.99-10	161,328	FROM CASH CARRY FORWRD CONTRACT SERVICES		670
	110-0000-338.00-00	(3,436)	FROM SHARED REVENUE LOCAL CONTRACT SERVICES		670
2 Budget Amendments/Transfers			Division 0000 Total	$157,892	
2 Total Budget Amendments/Transfers			**REDEVELOPMENT AGENCY FUND**	**$157,892**	
12/02/15	111-0000-338.00-00	(281)	FY16 REVISED BUDGET		681
	111-0000-389.99-10	162,966			
04/18/16	111-0000-381.91-01	25,000	INTERLOCAL AGREEMENT PROJ DIAMOND SQUARE CRA		2669
2 Budget Amendments/Transfers			Division 0000 Total	$187,685	
2 Total Budget Amendments/Transfers			**CRA DIAMOND SQUARE 626**	**$187,685**	
11/19/15	112-0000-338.00-00	(284)	REDUCE TIF REVENUE REVISED FY16 BUDGET		543
1 Budget Amendments/Transfers			Division 0000 Total	($284)	
1 Total Budget Amendments/Transfers			**CRA US1 CORRIDOR**	**($284)**	
02/19/16	141-0000-389.99-11	27,029	BUD ADMNT R#2016-10 DUTY GEAR AGND#15-570		1814
1 Budget Amendments/Transfers			Division 0000 Total	$27,029	
1 Total Budget Amendments/Transfers			**POLICE CONFISCATED FUND**	**$27,029**	

Date	Accounts	Transaction	Resolution # / Description of Transfer or Amendment		Group #
12/14/15	421-0000-389.99-50	403,376	BAL FWD / FUND BAL APPROP RESERVES		874
	421-0000-389.99-50	1,218,834			
	421-0000-389.99-50	58,192	TO BALANCE FWD / BAL APPROP RESERVES		873
	421-0000-389.99-50	753,233	TO BALANCE FWD / FUN BAL APPROP RESERVES		872
04/18/16	421-0000-389.99-50	405,266	ESTBLSH RESERVES FOR SELF FUNDED MED INSURANCE		2678
4 Budget Amendments/Transfers			Division 0000 Total	$2,838,901	
4 Total Budget Amendments/Transfers			**WATER/SEWER ENTERPRISE**	**$2,838,901**	
04/18/16	530-0000-381.91-01	405,266	ESTABLISH RESERVES FOR SELF-FUNDED MED INS		2680
	530-0000-381.91-21	405,266			
	530-0000-341.20-00	4,832,189	FY16 SELF-FND MED INS CLM & ADMIN SVC FEES BDGT		2677
2 Budget Amendments/Transfers			Division 0000 Total	$5,642,721	
2 Total Budget Amendments/Transfers			**HEALTH INSURANCE FUND**	**$5,642,721**	

24 Transfers & Amendments between 10/1/2015 and 5/31/2016

FY 2016 TOTAL TRANSFERS & AMENDMENTS **11,309,002**

NOTE: Group #s represent a complete transaction that will net to zero. Add all expenses for each group number, then subtract the revenues related to the same group number and your total will equal zero.

Report: C:\Users\ltaylor\Desktop\Rev & Exp Agenda Reports\FY 2016 Rev & Exp Agenda Reports\FY 2016 REVENUE Budget Tracking Worksheet.imr ran by Database User ID: cocoljt

Date: 6/8/2016

Legislation Details (With Text)

File #:	16-247	**Version:**	1	**Name:**	
Type:	Informational Item			**Status:**	Agenda Ready
File created:	6/8/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	In accordance with the Financial Operations Manual (FOM) the City Manager shall submit to City Council in the form of an agenda item any approved change orders to construction contracts that the City Council has authorized the City Manager, by resolution, to approve in excess of the City Manager's spending authority. (Finance Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Change Order Authorizations May 2016.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 8, 2016
Agenda Date: June 28, 2016
Prepared By: Anthony Hagan, Grants Administrator
Through: Teri Butler, CGFO, Finance Director
Requested Action:
In accordance with the Financial Operations Manual (FOM) the City Manager shall submit to City Council in the form of an agenda item any approved change orders to construction contracts that the City Council has authorized the City Manager, by resolution, to approve in excess of the City Manager's spending authority.

BACKGROUND:

The attached spreadsheets reference construction projects with a previously authorized "contingency" as of May 31, 2016. The report provides the project number, project description, construction contract cost of project, contingency amount authorized, date of City Council approval, resolution number for authorization of contingency, requisition numbers, and expenditure by fiscal year.

The second line of each project in the third column under "Construction contract not to exceed $" references the contingency amount that the City Council or City Manager, if within his purchasing authority, has approved. The last line of each project provides the remaining balance as of the report date.

STRATEGIC PLAN CONNECTION:

N/A

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

None

RECOMMENDED MOTION:

Informational Item Only.

Change Orders - CM authorized to execute

applied to contingency | 6/8/2016

Project #	Project Description + Details	Construction contract not to exceed $	Date Approved	Resolution #	Requisition #	Requisition $ by Account #	All Fiscal Years Cumulative	FY16 Cum.	FY2016 Expenditures	FY2015 Expenditures	FY2014 Expenditures	FY2013 Expenditures
PWPAVE	Goodson Paving											
Op. Rev.		300,000.00	4/26/2016	2016-39								
Project Manager:		36,755.84	contingency authorized									
account #	001-3510-541-63-00	263,244.16	exp authorized before contingency				Cumulative	FY16 cum				
	Vendor name Goodson P.O. 68188		FY16 PO Issue	FY 2016	30267	263,244.16	263,244.16	263,244.16	$ -	n/a		
	Bid No. B4-15-57											
		36,756	^contingency balance-->				v					
WS1222	WRF Motor Controls Sellers											
Op. Rev.		2,334,400.20	4/12/2016	2016-37								
Project Manager:		212,218.20	contingency authorized									
account #	421-4120-536-63-00	2,122,182.00	exp authorized before contingency				Cumulative	FY16 cum				
	Vendor name Chinchor Electric Inc PO 68119		FY16 PO Issue	FY 2016	30162	2,122,182.00	2,122,182.00	2,122,182.00	$ -	n/a		
	B-16-05-COC											
		212,218	^contingency balance-->				v					
PW15HT	Harry T Moore Roof											
Op. Rev.		62,370.00	4/12/2016	2016-27								
Project Manager:		5,670.00	contingency authorized									
account #	001-3580-519-46-02	56,700.00	exp authorized before contingency				Cumulative	FY16 cum				
	Vendor name TECH SYSTEMS P.O. 68114		FY16 PO Issue	FY 2016	29977	56,700.00	56,700.00	56,700.00	$ 40,824.00	n/a		
	Bid No. P-2-14-13											
		5,670	^contingency balance-->				v					
CP11FS	Fleet Garage Addition											
Op. Rev.		275,900.00	4/12/2016	2016-25								
Project Manager:		10,000.00	contingency authorized									
account #	001-3580-519-62-00	265,900.00	exp authorized before contingency				Cumulative	FY16 cum				
	Vendor name PARKIT CONSTR. PO # 68120		FY16 PO Issue	FY 2016	30169	265,900.00	265,900.00	265,900.00	$ 13,704.75	n/a		
	Bid No. B-16-03-COC Fleet											
		10,000	^contingency balance-->				v					
Info												
CP16F2	Fire Station #1 Design											
Op. Rev.		108,490.20	1/12/2016	2016-15								
Project Manager:		5,166.20	contingency authorized 5%									
account #	301-3580-519-62-00	103,324.00	exp authorized before contingency				Cumulative	FY16 cum				
	Architects Design Group PO#67486		FY16 PO Issue	FY2016	29612	103,324.00	103,324.00	103,324.00	$ 35,641.04	n/a		
	Bid No. RFQ-11-12-COC											
		5,166	^contingency balance-->				v					

* Fire Stations 1 and 2 were switched after Council

Project #	Project Description + Details	Construction contract not to exceed $	Date Approved	Resolution #	Requisition #	Requisition $ by Account #	All Fiscal Years Cumulative	FY16 Cum.	FY2016 Expenditures	FY2015 Expenditures	FY2014 Expenditures	FY2013 Expenditures
WS0904	Lining of Sanitary Sewer Mains											
Op. Rev.		325,756.87	12/8/2015	2015-083								
Project Manager:		20,000.00	contingency authorized									
account #	421-4125-536-63-00	305,756.87	exp authorized before contingency				Cumulative	FY16 cum				
	Insituform Technologies PO 67722		FY16 PO Issue	FY2016	29413	305,756.87	305,756.87	305,756.87	$ -	n/a		
	Contract No. 0113-1010 City of Daytona Beach											
		20,000	^contingency balance-->				v					
WS16MC	Relocate/Replace 12" and Smaller AC WM Cocoa Beach Minuteman Cswy Streetscape											
Op. Rev.		659,839.00	12/8/2015	2015-085								
Project Manager:		59,985.00	contingency authorized									
account #	421-4055-536-63-00	599,854.00	exp authorized before contingency				Cumulative	FY16 cum				
	Certified General Contractors PO 67555		FY16 PO Issue	FY2016	29456	599,854.00	599,854.00	599,854.00	$ 239,638.22	n/a		
	Bid No. Sole Source											
			Project number changing WS16MC									
		59,985	^contingency balance-->				v					
WS1402	Surface Water Plant Clearwell Addition and Reject Pond Rehab - Engineering Services											
Op. Rev.		9,425,900.00	12/8/2015	2015-091								
Project Manager:		856,900.00	contingency authorized									
account #	421-4055-536-63-00	8,569,000.00	exp authorized before contingency				Cumulative	FY16 cum				
	PETTICOTT-SCHMITT #67619		FY16 PO Issue	FY2016	29508	8,569,000.00	8,569,000.00	$ 8,569,000.00	$ -	n/a		
	Bid No. B-15-23-COC											
		856,900	^contingency balance-->				v					
CP16F1	Fire Station Headquarters/Admin Building											
Op. Rev.		152,899.95	2/23/2016	2016-14								
Project Manager:		7,280.95	contingency authorized 5%									
account #	301-3580-519-62-00	145,619.00	exp authorized before contingency				Cumulative	FY16 cum				
	Architects Design Group PO#67682		FY16 PO Issue	FY2016	29610	145,619.00	196,574.00	196,574.00	$ 76,110.40	n/a		
	Bid No. RFQ-11-12-COC		*CO # 1 Design Criteriaa EOC at Fire Headquarters*		30171	50,955.00						
* Fire Stations 1 and 2 were switched after Council		**7,281**	^contingency balance-->				v					
CP16F3	Fire Station #2 Design											
Op. Rev.		161,916.30	12/8/2015	2016-16								
Project Manager:		7,710.30	contingency authorized 5%									
account #	301-3580-519-62-00	154,206.00	exp authorized before contingency				Cumulative	FY16 cum				
	Architects Design Group PO#67485		FY16 PO Issue	FY2016	29395	154,206.00	154,206.00	154,206.00	$ 59,544.59	n/a		
	Bid No. RFQ-11-12-COC											
		7,710	^contingency balance-->				v					

Project #	Project Description + Details	Construction contract not to exceed $	Date Approved	Resolution #	Requisition #	Requisition $ by Account #		All Fiscal Years Cumulative	FY16 Cum.		FY2016 Expenditures	FY2015 Expenditures	FY2014 Expenditures	FY2013 Expenditures
WS1201	Pipeline Condition Assessment to Subaqueous PCCP along S.R.520 and Subaqueous DIP along S.R. 401													
Op. Rev.		157,008.00	11/10/2015	2015-075										
Project Manager:		50,000.00	contingency authorized not to exceed $50,000			63-00								
account # 421-4055-536.63-00		107,008.00	exp authorized before contingency					Cumulative	FY16 cum					
	Logan Diving & Salvage PO # 67251		FY16 PO Issue	FY2016	29144	107,008.00		107,008.00	$ 107,008.00		$ 105,632.00	n/a	n/a	n/a
	Bid No. RFQ-14-19-COC													
	a/k/a Anderson Diving													
		50,000	^contingency balance-->					v						
WS1176	Elevated Storage Tank Structural Repairs Project													
Op. Rev.		753,157.00	9/22/15 VIII.3 AND 12/08/15 VIII.3	2015-089										
Project Manager:		68,400.00	contingency authorized	2015-066		46-00								
account # 421-4020-536.46-00		684,757.00	exp authorized before contingency					Cumulative	FY16 cum					
	C&D Construction, Inc. PO # 67462		FY15 PO Issue	FY 2015	28386	600,000.00		600,000.00			$ 613,785.18	$ -	n/a	n/a
	Bid No. B-15-21-COC		*FY15 Year-End PO Liquidation*			(600,000.00)		-						
			12/08/15 Council approved additional funds to complete project					-						
			FY2016 PO	FY2016	29384	684,757.00		684,757.00	$ 684,757.00					
			CO#1 - additional work due to condition of original plates		29384	23,981.72		708,738.72	708,738.72					
		44,418	^contingency balance-->					v						
WS0803	Indian River Drive Watermain Improvements													
Op. Rev.		2,306,700.00	7/14/2015 VIII 1.	2015-033										
Project Manager: Andrew Dugan		209,700.00	10% contingency authorized			63-00								
account # 421-4055-536-63-00		2,097,000.00	exp authorized before contingency					Cumulative	FY16 cum					
	Maxwell Contracting, Inc. PO 67040		FY15 PO Issue	FY 2015	27968	2,097,000.00		2,097,000.00			$ 1,095,439.94	$ 499,792.45	n/a	n/a
	Bid No. B-15-04-COC		*FY15 Year-End PO Liquidation*			(1,597,207.55)		499,792.45						
			FY16 PO Issue	FY2016	**28763**	1,597,207.55		2,097,000.00	1,597,207.55					
			CO#1 additional costs for unseen work		29595	19,799.23		2,116,799.23	1,617,006.78					
			CO#2 replace 2" galvanized water main		29656	49,371.00		2,166,170.23	1,666,377.78					
			CO#3 replace 8" gravity sewer on IRD/Mulberry St.		29964	33,000.00		2,199,170.23	1,699,377.78					
			CO #4 Dock Locates line stops		30339	28,213.05		2,227,383.28	1,727,590.83					
		79,317	^contingency balance-->					v						
PW08PT and WS1509	Peachtree Street Improvements Phase II													
Lap Agree. 1,387,500		2,741,212.92	3/24/2015 V .8.	2015-018		3510-541-63-00	4055-536-63-00							
Project Manager: Charlene Neuterman		130,533.95	5% contingency authorized for construction & SDC											
1-account # 001-3510-541-63-00		2,610,678.97	exp authorized before contingency					Cumulative	FY16 cum					
2-account # 421-4055-536-63-00														
Restr Reserves $340,920 W/S $956,198														
FY 2015	DP Development of the Treasure Coast PO#65960 for acct 1, & PO#65962 for acct 2		65960 FY15 PO Issue	FY 2015	27406	1,553,694.27		1,553,694.27			$ 1,596,487.22	$ 467,457.38	n/a	n/a
	Myra Planning & Design PO#65818 for acct 1, & PO#65947		65962 FY15 PO Issue	FY 2015	27428		812,436.70	2,366,130.97						
			65818 FY15 PO Issue	FY 2015	27271	167,479.59		2,533,610.56						
FY2016	**Acct 1 PO# 67188 and PO 67499**		65790 FY15 PO Issue	FY 2015	27415		77,035.54	2,610,646.10						
	Acct 2 PO# 67400 & 67399		*PO 65947 FY15 Year-End PO Liquidation*	FY 2015			(45,285.65)	2,565,360.45				31,749.89		
			PO 65818 FY15 Year-End PO Liquidation	FY 2015		(121,541.98)		2,443,818.47				45,937.61		
			PO 65960 FY15 Year-End PO Liquidation	FY 2015		(1,314,475.89)		1,129,342.58				239,218.38		
	Bid No. B-15-12-COC		*PO 65962 FY15 Year-End PO Liquidation*	FY 2015			(661,885.20)	467,457.38				150,551.50		
			67188 FY16 PO Issue	**FY 2016**	**29046**	**900,000.00**		1,367,457.38	900,000.00	v	939,937.35			
			67499 FY16 PO Issue	FY 2016	29264	121,541.98		1,488,999.36	1,021,541.98	v	51,171.04			
			67400 FY16 PO Issue	FY 2016	29302		354,503.35	1,843,502.71	1,376,045.33	v	560,093.18			
			67399 FY16 PO Issue	FY 2016	29298		45,285.65	1,888,788.36	1,421,330.98	v	45,285.65			
			CO#1PO#67188			**414,475.89**		2,303,264.25	1,835,806.87					
			CO#2 PO#67188 remove traffic signal at Peachtree/Fiske no longer in plans		**29887**	**(93,395.18)**		2,209,869.07	1,742,411.69					
			CO#3 PO#67188 modify drainage structure etc		**29902**	**39,581.21**		2,249,450.28	1,781,992.90					
			CO#4 PO#67188 modify lighting and electrical activity		**29903**	**(20,567.58)**		2,228,882.70	1,761,425.32					
			CO#5 PO 67188 Peachtree St Improvement Phase 2		**30278**	**55,478.46**		2,284,361.16	1,816,903.78					
			CO#1 PO 67400 Carry Forward of funds				307,381.85	2,591,743.01	2,124,285.63					
			CO#2 PO 67400 Addition of water main line				37,433.58	2,629,176.59	2,161,719.21					
		85,003.71	^contingency balance--> Public Works			(18,903.09)								
		8,096.66	^contingency balance--> Utilities			18,497.62								
		93,100.37	Total contingency balance			(405.47)	Unreconciled difference to be researched.							

Project #	Project Description + Details	Construction contract not to exceed $	Date Approved	Resolution #	Requisition #	Requisition $ by Account #	All Fiscal Years Cumulative	FY16 Cum.		FY2016 Expenditures	FY2015 Expenditures	FY2014 Expenditures	FY2013 Expenditures
WS16EW	Claude H. Dyal WTP Elevated Walkway Improvements												
Op. Rev.		1,213,820.00	3/24/2015 VIII. 3.	2015-012		63-00							
Project Manager: Anna Hoang, Engineering		110,347.00	10% contingency authorized of $1,103,473										
account # 421-4055-536-63-00		1,103,473.00	exp authorized before contingency				Cumulative	FY16 cum					
	Brandes Design-Build, Inc. PO # 67359		FY15 PO Issue	FY 2015	27257	1,103,473.00	1,103,473.00			$ 437,994.50	$ 220,050.00	n/a	n/a
	Bid No. B-15-09-COC		*PO 65796 FY15 Year-End PO Liquidation*			(883,423.00)	220,050.00						
			FY16 PO Issue	FY 2016	29146	883,423.00	1,103,473.00	883,423.00					
			CO#1		29489	7,268.19	1,110,741.19	890,691.19					
			CO#2		30181	7,419.37	1,118,160.56	898,110.56					
			CO#3		30320	32,643.88	1,150,804.44	930,754.44					
		63,016	^contingency balance-->										
WS1001	Industrial Park Pump Station												
Op. Rev.		4,889,500.00	11/25/14, VIII.8	2014-138									
Project Manager: Anna Hoang		444,500.00	10% contingency authorized			63-00							
account #421-4055-536.63-00		4,445,000.00	exp authorized before contingency				Cumulative	FY16 cum					
	Brandes Design-Build. PO #67318		FY15 PO Issue	FY 2015	26451	4,445,000.00	4,445,000.00			$ 697,157.37	$ 2,959,457.53	n/a	n/a
	Bid No. B-15-01-COC		*CO #1 for electric actuated butterfly valves*	FY 2015	27931	41,985.41	4,486,985.41						
			CO#2 for necessary modifications to electrical design	FY 2015	28332	14,574.50	4,501,559.91						
	Quentin Hampton P.O. #67460		*PO **65207** FY15 Year-End PO Liquidation*			(1,542,102.38)	2,959,457.53						
			*FY16 PO Issue PO# **67318***	FY2016	29192	1,542,102.38	4,501,559.91	1,542,102.38	v	$ 653,894.82			
			*TO 2015-67 P.O. **67455** TO CH2M for Scada Programing*		29315	21,434.07	4,522,993.98	1,563,536.45	v	$ 37,953.22			
			*PO# **67460** to QLH for SDC*		29381	53,001.11	4,575,995.09	1,616,537.56	v	$ 5,309.33			
	CH2M PO #67455		*CO # 1 PO **67460** Additional Services Industrial Park*		29593	23,033.00	4,599,028.09	1,639,570.56					
			*CO#1 PO **67318***		29647	53,686.38	4,652,714.47	1,693,256.94					
			*CO#2 install electronic indicators PO **67318***		30007	8,917.65	4,661,632.12	1,702,174.59					
		227,868	^contingency balance-->										
WS0501	Well 17 Pipeline Improvements												
Op. Rev.		757,781.31	9/9/14 VIII.3	2014-102									
Project Manager: Andrew Dugan		68,889.21	10% contingency authorized			63-00							
account #421-4055-536.63-00		688,892.10	exp authorized before contingency				Cumulative	FY16 cum					
	Atlantic Development of Cocoa. PO# 64326		FY14 PO Issue	FY 2014	25488	688,892.10	688,892.10				$ 590,107.65	$ -	n/a
	Task Order 2014-09		*FY14 Year-End PO Liquidation*			(688,892.10)	-						
			FY15 PO Issue	FY 2015	25843	688,892.10	688,892.10						
			CO #1 to Repair 4" Blowoff	FY2015	27259	8,351.11	697,243.21						
			FY15 Year End PO Liquidation			(107,135.56)	590,107.65						
			PENDING FY16 PO Issue	FY2016	PENDING	107,135.56	697,243.21	107,135.56					
		60,538	^contingency balance-->				v						
WS1216	Dyal Plant Flocculation/Sedimentation Basin Drain System Modifications												
Op. Rev.		320,086.00	9/9/14 VIII.2 and 10/13/15 VIII.6.	2015-071									
Project Manager: Anna Hoang		21,086.00	9.2% contingency authorized	2014-101		63-00							
account # 421-4055-536.63-00		70,000.00	additional contigency authorized	Note: typo on Agenda stating total contingency is $91,083, however resolution states contingency is $91,086									
		229,000.00	exp authorized before contingency				Cumulative	FY16 cum					
	Villages Construction FY 2016 PO 67398		FY14 PO Issue	FY 2014	25489	229,000.00	229,000.00			$ 105,953.84	$ 131,648.91	$ -	n/a
			FY14 Year-End PO Liquidation			(229,000.00)	-						
			FY 15 PO Issue	FY 2015	25834	229,000.00	229,000.00						
			CO #1 electrical exploratory work		28333	4,613.16	233,613.16						
			FY15 Year End PO Liquidation			(101,964.25)	131,648.91						
			PO 67398 FY16 PO Issue	FY2016	29288	37,009.89	168,658.80	37,009.89					
			True up PO67398 balance from FY2015		29387	64,954.36	233,613.16	101,964.25					
			CO#1		29402	463.08	234,076.24	102,427.33	v	$ 80,403.59			
	FY 2016 CH2M Hill P.O. 67330 $18,419.11 not from "contingency"?												
	FY 2016 Brandes Design-Build Inc. PO#67064		*FY 2016 Furnish and install conduit and associated electrical work*	FY2016	28903	26,895.00	26,895.00	26,895.00	v	$ 25,550.25			
	($26,895) (from authorized contigency)												
		59,115	^contingency balance-->				v						

Project #	Project Description + Details	Construction contract not to exceed $	Date Approved	Resolution #	Requisition #	Requisition $ by Account #		All Fiscal Years Cumulative	FY16 Cum.		FY2016 Expenditures	FY2015 Expenditures	FY2014 Expenditures	FY2013 Expenditures
WS1117	SCADA Support Hardware Integration Services													
Op. Rev.		3,145,938.40	8/12/14 VIII.5	2014-090										
Project Manager:		231,664.40	10% contingency authorized			63-00	64-00							
account #421-4055-536.63-00		597,630.00	Change order to support the Repair of Deficiencies 8-25-15 V.5											
		2,316,644.00	exp authorized before contingency					Cumulative	FY16 cum					
	CH2M Hill Engineers, Inc. PO# 64202		FY14 PO Issue	FY 2014	25301		2,316,644.00	2,316,644.00			$ 700,293.49	$ 1,544,805.10	$ -	n/a
	Task Order 2014-58		*FY14 Year-End PO Liquidation for Task Order 2014-58*				(2,316,644.00)	-						
	CH2M Hill Engineers, Inc. PO# 64883		*FY 2015 PO Issue*	FY 2015	26194		2,316,644.00	2,316,644.00						
					26634		(2,316,644.00)							
			CO#1-account number change only 421-4055-536.63-00		26634	2,253,869.00	62,775.00	2,316,644.00						
			CO#2-to support the repair of deficiencies identified through execution of the original task		28276	597,630.00		2,914,274.00						
			CO#3-to correct CO#2 Internal use only to put into right account		n/a			2,914,274.00						
			FY15 Year-End PO Liquidation			(1,369,468.90)	-	1,544,805.10						
	CH2M Hill Engineers, Inc. FY2016 PO# 67262		FY16 PO Issue	FY2016	29089	1,369,468.90	-	2,914,274.00	1,369,468.90					
	Same project, different task orders, not from "contingency"													
	CH2M Hill Engineers, Inc. PO# 67260													
	CH2M Hill Engineers, Inc. PO# 67261													
	CH2M Hill Engineers, Inc. PO# 67263													
	CH2M Hill Engineers, Inc. PO# 67264													
		231,664	^contingency balance-->											
WS1426	Dyal Water Treatment Plant Switchgear & Generator Closed Loop Transition Upgrade													
Op. Rev.		645,947.00	7/8/14 V.3	2014-064										
		120,100.00	3/10/15, V.2	no Resolution: project amendment										
Project Manager: Joe DeGiovine		47,804.00	10% contingency authorized			63-00								
account #421-4055-536.63-00		478,043.00	exp authorized before contingency					Cumulative	FY16 cum					
	IEM Power Systems LLC PO# 64076		FY14 PO Issue	FY 2014	25120	478,043.00		478,043.00			$ 137,851.20	$ 246,351.60	$ -	n/a
	Bid No. B-14-12-COC		*FY14 Year-End PO Liquidation*			(478,043.00)		-						
	IEM Power Systems LLC PO#65274		FY15 PO Issue	FY 2015	26591	478,043.00		478,043.00						
	Bid No. B-14-12-COC		*CO #1 add funds by Council Approval 3/10/15, V2*		27169	110,600.00		588,643.00						
			FY15 Year End PO Liquidation			(342,291.40)		246,351.60						
	IEM Power Systems LLC FY2016 PO#67525		FY16 PO Issue	FY2016	29418	342,291.40		588,643.00	342,291.40					
		47,804	^contingency balance-->					v						
WS1113	Liquid Oxygen Conversion													
2010 Bond & Op.Rev.		2,377,268.96	7/8/14 Item V.6	2014-072										
Project Manager: A. Dugan		194,910.00	contingency authorized			63-00								
account #421 4055 536 63-00		2,182,358.96	constr' exp authorized before contingency					Cumulative	FY16 cum					
				FY2013		-		-						
	Brandes Design-Build, Inc. PO# 62619		FY14 PO Issue	FY2014	23342	1,949,100.00		1,949,100.00			$ 38,670.80	$ 1,129,827.22	$ 1,061,100.00	n/a
	Bid No. B-13-12-COC		CO #1 Work on dielectric system		24985	233,258.96		2,182,358.96						
			FY14 Year-End PO Liquidation			(1,121,258.96)		1,061,100.00						
	Brandes Design-Build, Inc. PO# 64854		FY15 PO Issue	FY2015	26152	1,121,258.96		2,182,358.96						
	Bid No. B-13-12-COC		CO #2 Add'l Programming		26445	19,072.05		2,201,431.01						
			CO #3 Contract extended 63 days		26982	53,673.83		2,255,104.84						
	Brandes Design-Build, Inc. FY2016 PO# 67458		CO#4 cut free two ozone generator discharge pipes		28197	8,986.45		2,264,091.29						
			FY15 Year End PO Liquidation			(73,164.07)		2,190,927.22						
			FY16 PO Issue	FY2016	29378	73,164.07		2,264,091.29	73,164.07					
			CO#1 to Brandes FY16 P.O.67458		67458	14,731.00		2,278,822.29	87,895.07					
		98,447	^contingency balance-->					v						

Project #	Project Description + Details	Construction contract not to exceed $	Date Approved	Resolution #	Requisition #	Requisition $ by Account #		All Fiscal Years Cumulative	FY16 Cum.		FY2016 Expenditures	FY2015 Expenditures	FY2014 Expenditures	FY2013 Expenditures
WS1222	BNR Process Improvements													
DER restricted + Op.Rev		2,970,900.00	08/13/13 VIII.7	2013-083										
account #421 4120 536 63-00 + 64-00		191,900.00	contingency authorized											
		2,779,000.00	constr' exp authorized before contingency											
	Brandes Design-Build, Inc. PO# 62086													
	Bid No. B-13-11-COC	86,000	7/28/15 VIII. 3.	2015-037										
$5k reimburse check for overpmt of retainage in error - NOT a change order		10,000	contingency authorized for emergency task order				63-00	64-00						
	Brandes Design-Build, Inc. PO# 62605	76,000	Emergency Task Order authorized ($76k before task order contingency)											
	Bid No. B-13-11-COC													
									Cumulative	FY16 cum				
	Brandes Design-Build, Inc. PO# 64940			FY2012		-	-	-						
	Bid No. B-13-11-COC			FY2013	22658	1,250,550.00	1,528,450.00	2,779,000.00			$ 45,175.49	$ 675,526.65	$ 2,023,431.73	$ 50,000.00
	[9[		*FY13 Year-End PO Liquidation*			(1,200,550.00)	(1,528,450.00)	50,000.00						
			FY14 PO Reissue	FY2014	23304	1,200,550.00	1,528,450.00	2,779,000.00						
	Brandes Design-Build, Inc. FY2016 PO# 67346		CO #1 Modification to drain lines in BNR tanks		24840	22,776.29		2,801,776.29						
			FY14 Year-End PO Liquidation				(728,344.56)	2,073,431.73						
								2,073,431.73						
			FY15 PO Reissue	FY2015	26276	728,344.56		2,801,776.29						
			CO #2 Exploratory excavation		26423	11,040.00		2,812,816.29						
			CO #3 Cable Tray		27079	5,978.14		2,818,794.43						
			CO #4 to Remove Sludge		27209	10,000.00		2,828,794.43						
			FY15 Year End PO Liquidation			(79,836.05)		2,748,958.38						
			FY16 PO Issue	FY2016	29212	79,836.05		2,828,794.43	79,836.05					
			CO#1		29329	(5,000.00)		2,823,794.43	74,836.05					
			CO#2		29212	4,151.50		2,827,945.93	78,987.55					
			CO#3		29905	5,327.32		2,833,273.25	84,314.87					
			CO#4		30046	(5,327.32)		2,827,945.93	78,987.55					
	Maxwell Contracting, Inc. PO#066365		Task Order 2015-12 to Maxwell Contracting, Inc.		27986	76,000.00		76,000.00	-		$ -	$ 76,000.00	n/a	
	Emergency - compromise of existing expansion joint					this portion is complete; project is incomplete								

142,954 ^contingency balance--> for Brandes Design-Build
10,000 ^contingency balance--> for Maxwell Contracting

Legislation Details (With Text)

File #:	16-248	**Version:**	1	**Name:**	
Type:	Informational Item			**Status:**	Agenda Ready
File created:	6/8/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	In accordance with City Code, Section 2-74, at the beginning of each month during the fiscal year, the City Manager shall submit to City Council data showing the relation between the estimated and actual income and expenses to date. (Finance Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Budget by Classification Report May 2016.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 8, 2016
Agenda Date: June 28, 2016
Prepared By: Anthony Hagan, Grants Administrator
Through: Teri Butler, CGFO, Finance Director
Requested Action:
In accordance with City Code, Section 2-74, at the beginning of each month during the fiscal year, the City Manager shall submit to City Council data showing the relation between the estimated and actual income and expenses to date.

BACKGROUND:

The following reports for the period ending May 2016 provide information for the three major funds: General Fund, Water/Sewer Fund and the Storm Water Fund.

Each of the major funds will have the following reports:

1. Budget by Account Classification Report
   Summary of the annual budget, revenues collected and expenditures by fund. The detailed back-up documentation is found in the Revenue Report and the Detailed Budget Report Summary by Object

2. Revenue Report
   Detail by account number of actual revenues collected vs. budget for the three major funds: General Fund, Water & Sewer and Storm Water. This report shows the current period, the year to date totals, the annual budget and the unrealized balance.
   - Estimated - represents either the current period or year to date prorated budget

- Actual - represents actual revenue received either in the current period or year to date
- % Rev - the percentage of actual revenue received vs. budget
- Annual Estimate - annual budget
- Unrealized Balance - annual estimate (budget less actual year to date received

3. Detail Budget Report Summary by Object
   Summary of expenditures by account description vs. budget for the three major funds: General Fund, Water & Sewer and Storm Water. This report shows the current period, the year to date totals, encumbrances, the annual budget and the unencumbered balance.
   - Budget - represents either the current period or year to date prorated budget
   - Actual - represents actual cash expenditures either in the current period or year to date
   - % Exp. - the percentage of actual expenditures vs. budget
   - Encumbrance - encumbered amount
   - Annual Budget - annual budget
   - Unencumbered Balance - annual budget less actual year to date actual expenditures plus encumbrances
   - % Budgeted - the percentage of year to date actual expenditures plus encumbrances vs. budget

STRATEGIC PLAN CONNECTION:

Monthly reporting provides staff with an opportunity to monitor expenditure and revenue progression each month, to evaluate anomalies, and to determine corrective action (if necessary) for fiscal responsibility.

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

None

RECOMMENDED MOTION:

Informational Item only.

FY 2016 Budget by Classification Report - Summary Listing

Through 5/31/2016

Target for May is 67%

FUND 001 - GENERAL FUND

	Amended Budget	YTD Encumbrances	YTD Actual Transactions	Budget - YTD Transactions	% Used/Rec'd
REVENUE					
TAXES	$ 6,821,651		$ 5,514,185.38	$ 1,307,465.62	81%
OTHER PERMITS AND FEES	$ 3,366,886		$ 2,465,254.53	$ 901,631.47	73%
INTERGOVERNMENTAL	$ 3,788,514		$ 1,772,210.65	$ 2,016,303.35	47%
CHARGES FOR SERVICES	$ 11,012,280		$ 7,317,111.76	$ 3,695,168.24	66%
FINES AND FORFEITURES	$ 24,495		$ 17,739.22	$ 6,755.78	72%
MISCELLANEOUS	$ 793,005		$ 487,893.89	$ 305,111.11	62%
OTHER SOURCES (NON-REVENUE)	$ 14,457,552		$ 4,458,696.00	$ 9,998,856.00	31%
REVENUE TOTALS	**$ 40,264,383**		**$ 22,033,091.43**	**$ 18,231,291.57**	**55%**
EXPENSE					
SALARIES AND BENEFITS	$ 20,914,169	$ 9,182.55	$ 12,659,907.28	$ 8,245,079.17	61%
OPERATING EXPENDITURES	$ 10,002,630	$ 1,755,724.72	$ 4,638,625.42	$ 3,608,279.86	64%
CAPITAL OUTLAY	$ 6,198,775	$ 1,407,347.21	$ 3,393,455.55	$ 1,397,972.24	77%
GRANTS, AIDS AND OTHER	$ 3,148,809	$ -	$ 711,583.60	$ 2,437,225.40	23%
EXPENSE TOTALS	**$ 40,264,383**	**$ 3,172,254.48**	**$ 21,403,571.85**	**$ 15,688,556.67**	61%
REVENUE TOTALS	**$ 40,264,383**	**$ -**	**$ 22,033,091.43**	**$ 18,231,291.57**	**55%**
EXPENSE TOTALS	**$ 40,264,383**	**$ 3,172,254.48**	**$ 21,403,571.85**	**$ 15,688,556.67**	**61%**
	$ -	**$ (3,172,254.48)**	**$ 629,519.58**		

CITY OF COCOA, FLORIDA

FUND 001 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
310	TAXES								
311	AD VALOREM								
10 00	CURRENT TAXES	387,392	78,027.79	20	3,099,136	4,372,143.18	141	4,648,710	276,566.82
20 00	DELINQUENT TAXES	3,333	207.08	6	26,664	1,934.26	7	40,000	38,065.74
25 00	PENALTIES RE: TAXES	416	1,629.03	392	3,328	4,585.88	138	5,000	414.12
30 00	TAX CERTIFICATES	16,666	.00		133,328	.00		200,000	200,000.00
311 **	AD VALOREM	407,807	79,863.90	20	3,262,456	4,378,663.32	134	4,893,710	515,046.68
312	SALES USE AND FUEL TAXES								
41 00	LOCAL OPTION GAS TAX 6 CT	24,954	56,733.28	227	199,632	237,159.18	119	299,452	62,292.82
312 **	SALES USE AND FUEL TAXES	24,954	56,733.28	227	199,632	237,159.18	119	299,452	62,292.82
314	UTILITY SERVICE TAX								
10 00	ELECTRICITY	82,314	72,924.12	89	658,512	545,051.10	83	987,768	442,716.90
40 00	GAS	1,732	1,452.14	84	13,856	10,720.21	77	20,784	10,063.79
80 00	PROPANE	1,300	1,768.80	136	10,400	11,148.90	107	15,605	4,456.10
314 **	UTILITY SERVICE TAX	85,346	76,145.06	89	682,768	566,920.21	83	1,024,157	457,236.79
315	COMMUNICATION SERVICE TAX								
00 00	COMMUNICATION SERVICE TAX	36,194	35,715.07	99	289,552	171,366.67	59	434,332	262,965.33
315 **	COMMUNICATION SERVICE TAX	36,194	35,715.07	99	289,552	171,366.67	59	434,332	262,965.33
316	LOCAL BUSINESS TAX								
00 00	LOCAL BUSINESS TAX	14,166	954.81	7	113,328	160,076.00	141	170,000	9,924.00
316 **	LOCAL BUSINESS TAX	14,166	954.81	7	113,328	160,076.00	141	170,000	9,924.00
310 ***	TAXES	568,467	249,412.12	44	4,547,736	5,514,185.38	121	6,821,651	1,307,465.62
320	OTHER PERMITS & FEES								
322	BUILDING PERMITS								
00 00	BUILDING PERMITS	11,416	14,270.67	125	91,328	223,266.06	245	137,000	86,266.06-
10 00	TRAINING SURCHARGE	58	.00		464	327.56	71	700	372.44
322 **	BUILDING PERMITS	11,474	14,270.67	124	91,792	223,593.62	244	137,700	85,893.62-
323	FRANCHISE FEES								
10 00	ELECTRICITY	64,218	31,394.00-	49	513,744	224,410.15	44	770,620	546,209.85
40 00	GAS	1,510	1,324.65	88	12,080	8,333.03	69	18,120	9,786.97
70 00	SOLID WASTE	14,703	14,801.05	101	117,624	120,045.50	102	176,446	56,400.50
323 **	FRANCHISE FEES	80,431	15,268.30-	19	643,448	352,788.68	55	965,186	612,397.32
325	SPECIAL ASSESSMENT								
12 01	FIRE PROTECTION	174,916	51,309.37	29	1,399,328	1,906,062.19	136	2,099,000	192,937.81

FUND 001 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	********** CURRENT ********** ESTIMATED	ACTUAL	%REV	******** YEAR-TO-DATE ******** ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320	OTHER PERMITS & FEES								
325	SPECIAL ASSESSMENT								
12 02	DELINQUENT TAX	666	411.28	62	5,328	29,493.76-	554	8,000	37,493.76
12 03	PENALTIES	83	1,405.75	1694	664	1,835.75	277	1,000	835.75-
12 04	TAX CERTIFICATES	12,500	.00		100,000	.00		150,000	150,000.00
12 *	SERVICE	188,165	53,126.40	28	1,505,320	1,878,404.18	125	2,258,000	379,595.82
325 **	SPECIAL ASSESSMENT	188,165	53,126.40	28	1,505,320	1,878,404.18	125	2,258,000	379,595.82
329	OTHER PERMITS & FEES								
00 00	OTHER PERMITS & FEES	0	.00		0	.00		0	.00
10 00	REPOSITORY FEES	0	.00		0	.00		0	.00
20 00	BUILDING PLANS REVIEW FEE	0	.00		0	.00		0	.00
25 00	PLANNING AND ZONING	500	425.00	85	4,000	10,468.05	262	6,000	4,468.05-
30 00	PLANNING SITE PLAN REVIEW	0	.00		0	.00		0	.00
329 **	OTHER PERMITS & FEES	500	425.00	85	4,000	10,468.05	262	6,000	4,468.05-
320 ***	OTHER PERMITS & FEES	280,570	52,553.77	19	2,244,560	2,465,254.53 ✓	110	3,366,886 ✓	901,631.47 ✓
330	INTERGOVERNMENTAL REVENUE								
331	FEDERAL GRANTS								
10 02	BROWNFIELDS REDEVELOP PR	33,333	.00		266,664	37,568.70	14	400,000	362,431.30
10 03	ENERGY EFFICIENT RETROFIT	0	.00		0	.00		0	.00
10 *	GENERAL GOVERNMENT	33,333	.00		266,664	37,568.70	14	400,000	362,431.30
20 01	RES OFFCR - CTY CONTRACT	2,608	.00		20,864	21,200.00	102	31,300	10,100.00
20 05	JAG GRANT	1,915	.00		15,320	22,980.00	150	22,980	.00
20 09	DOT SPEED CONTROL GRANT	0	.00		0	.00		0	.00
20 10	PROJECT SAFE NEIGHBORHOOD	0	.00		0	.00		0	.00
20 12	BULLET PROOF GRANT	723	840.80-	116	5,784	840.80-	15	8,683	9,523.80
20 13	COPS-CHRP GRANT	0	.00		0	.00		0	.00
20 14	FEMA DEFIBRILLATORS	0	.00		0	.00		0	.00
20 15	VICTIMS OF CRIME ACT GRNT	0	.00		0	11,567.76		0	11,567.76-
20 *	PUBLIC SAFETY	5,246	840.80-	16	41,968	54,906.96	131	62,963	8,056.04
30 01	FEMA ASSIST TO FF GRANT	0	.00		0	.00		0	.00
39 10	FED GRANT -TRANSPORTATION	114,828	327,241.28	285	688,968	666,074.35	97	1,148,282	482,207.65
50 01	FEMA DISASTER RELIEF	0	.00		0	.00		0	.00
331 **	FEDERAL GRANTS	153,407	326,400.48	213	997,600	758,550.01	76	1,611,245	852,694.99
333	PAYMENT IN LIEU OF TAXES								
90 00	HOUSING AUTHORITY	3,750	39,009.20	1040	30,000	39,009.20	130	45,000	5,990.80
333 **	PAYMENT IN LIEU OF TAXES	3,750	39,009.20	1040	30,000	39,009.20	130	45,000	5,990.80

FUND 001 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	********** CURRENT ESTIMATED	ACTUAL	%REV	******** YEAR-TO-DATE ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
330	INTERGOVERNMENTAL REVENUE								
333	PAYMENT IN LIEU OF TAXES								
334	STATE GRANT								
50 01	STATE DISASTER REIMBURSE	0	.00		0	.00		0	.00
50 02	COCOA CONSERVATION	0	.00		0	.00		0	.00
50 03	RESIDENTIAL RETROFIT	19,416	43,736.00	225	155,328	109,996.00	71	233,000	123,004.00
50 *	ECONOMIC ENVIRONMENT	19,416	43,736.00	225	155,328	109,996.00	71	233,000	123,004.00
61 10	BREVARD COUNTY EMS GRANT	1,578	.00		7,890	.00		14,200	14,200.00
90 30	HISTORIC PRESERVATION GRT	23,354	.00		186,832	.00		280,256	280,256.00
334 **	STATE GRANT	44,348	43,736.00	99	350,050	109,996.00	31	527,456	417,460.00
335	STATE SHARED REVENUES								
12 00	STATE REVENUE SHARING	37,945	39,074.88	103	303,560	234,738.49	77	455,349	220,610.51
12 20	8TH CNT MUNICIPAL GAS TAX	12,561	12,143.99	97	100,488	72,953.83	73	150,732	77,778.17
12 *	STATE REVENUE SHARING	50,506	51,218.87	101	404,048	307,692.32	76	606,081	298,388.68
14 00	MOBILE HOME LICENSES	1,768	203.00	12	14,144	17,957.48	127	21,220	3,262.52
15 00	ALCOHOLIC BEVERAGE	1,764	.00		14,112	18,147.74	129	21,169	3,021.26
18 00	LOCAL GOVERNMENT 1/2 CENT	77,819	90,729.30	117	622,552	495,358.92	80	933,828	438,469.08
21 00	FIREFIGHTER SUPPLEMENTAL	0	3,300.00		0	6,390.00		0	6,390.00-
29 00	OTHER PUBLIC SAFETY	0	.00		0	.00		0	.00
41 00	FUEL TAX REFUNDS	1,876	.00		15,008	19,108.98	127	22,515	3,406.02
335 **	STATE SHARED REVENUES	133,733	145,451.17	109	1,069,864	864,655.44	81	1,604,813	740,157.56
337	GRANTS FROM LOCAL UNITS								
20 01	911 SURCHARGE FUNDS	0	.00		0	.00		0	.00
40 00	TRANSPORTATION	0	.00		0	.00		0	.00
40 01	FDOT JOINT PARTICIPATION	0	.00		0	.00		0	.00
40 *	TRANSPORTATION	0	.00		0	.00		0	.00
337 **	GRANTS FROM LOCAL UNITS	0	.00		0	.00		0	.00
338	SHARED REVENUE LOCAL UNIT								
10 01	EMS 1ST RESPONDER	0	.00		0	.00		0	.00
338 **	SHARED REVENUE LOCAL UNIT	0	.00		0	.00		0	.00
330 ***	INTERGOVERNMENTAL REVENUE	335,238	554,596.85	165	2,447,514	1,772,210.65 ✓	72	3,788,514 ✓	2,016,303.35 ✓
340	CHARGES FOR SERVICES								
341	GENERAL GOVERNMENT								
10 00	RECORDING FEES	0	.00		0	.00		0	.00

FUND 001 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	%REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
340	CHARGES FOR SERVICES								
341	GENERAL GOVERNMENT								
15 00	PUBLIC RECORDS MODERNIZAT	0	.00		0	.00		0	.00
21 00	FINANCE/ACCOUNTING FEES	0	.00		0	.00		0	.00
23 00	W/S UTILITY ACCT.FEES	0	.00		0	.00		0	.00
30 00	ADMINISTRATIVE FEES	447,249	447,250.00	100	3,577,992	3,578,000.00	100	5,366,988	1,788,988.00
31 00	ADMIN FEES STORMWATER	4,759	4,759.00	100	38,072	38,072.00	100	57,111	19,039.00
40 00	CERTIFY/COPY/SEARCH	10,870	7,563.14	70	86,960	62,687.88	72	130,440	67,752.12
90 12	PASSPORT EXECUTION FEES	552	725.00	131	4,416	5,878.00	133	6,634	756.00
341 **	GENERAL GOVERNMENT	463,430	460,297.14	99	3,707,440	3,684,637.88	99	5,561,173	1,876,535.12
342	PUBLIC SAFETY								
10 00	POLICE SERVICES	0	.00		0	.00		0	.00
90 00	OTHER PUBLIC SAFETY	0	350.00		0	1,025.00		0	1,025.00-
90 01	FALSE ALARM FEES	625	580.00	93	5,000	7,840.00	157	7,510	330.00-
90 02	MOTOR VEHICLE ACCIDENT	0	.00		0	.00		0	.00
90 *	OTHER PUBLIC SAFETY	625	930.00	149	5,000	8,865.00	177	7,510	1,355.00-
342 **	PUBLIC SAFETY	625	930.00	149	5,000	8,865.00	177	7,510	1,355.00-
343	PHYSICAL ENVIRONMENT								
37 10	BREVARD COUNTY	33,235	34,972.43	105	265,880	279,016.17	105	398,820	119,803.83
37 11	ROCKLEDGE	20,995	21,291.19	101	167,960	149,442.97	89	251,940	102,497.03
37 12	SUN LAKE	274	281.96	103	2,192	1,997.04	91	3,291	1,293.96
37 13	COLONY PARK	149	149.46	100	1,192	1,046.22	88	1,791	744.78
37 16	COCOA BEACH	8,670	.00		69,360	51,486.81	74	104,040	52,553.19
37 17	CAPE CANAVERAL	7,157	7,106.81	99	57,256	49,778.71	87	85,884	36,105.29
37 18	TITUSVILLE	312	329.66	106	2,496	2,266.28	91	3,745	1,478.72
37 *	WATER BILLING SERVICES	70,792	64,131.51	91	566,336	535,034.20	95	849,511	314,476.80
39 01	SERVICE CHARGES	31,276	26,417.81	85	250,208	287,024.92	115	375,314	88,289.08
39 03	ADMIN CHARGES	33,211	32,400.00	98	265,688	252,921.70	95	398,542	145,620.30
39 04	PENALTIES	71,513	64,700.43	91	572,104	604,019.27	106	858,157	254,137.73
39 05	NSF CHECKS	2,673	3,283.17	123	21,384	26,184.14	122	32,079	5,894.86
39 *	WATER OTHER INCOME	138,673	126,801.41	91	1,109,384	1,170,150.03	106	1,664,092	493,941.97
41 10	GARBAGE REVENUES	176,569	169,384.47	96	1,412,552	1,378,305.92	98	2,118,834	740,528.08
41 20	RECYCLING REVENUE	17,567	17,027.12	97	140,536	135,690.09	97	210,812	75,121.91
41 30	GREEN WASTE	15,023	14,370.24	96	120,184	114,852.00	96	180,283	65,431.00
41 *	GARBAGE COLLECTION	209,159	200,781.83	96	1,673,272	1,628,848.01	97	2,509,929	881,080.99
45 10	BILLING FEE - WEST WASTE	7,939	8,008.50	101	63,512	55,873.68	88	95,268	39,394.32
45 20	SALE - RECYCLING MATERIAL	153	.00		1,224	567.25	46	1,836	1,268.75

FUND 001 GENERAL FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
340		CHARGES FOR SERVICES								
343		PHYSICAL ENVIRONMENT								
45	*	GARBAGE - OTHER REVENUE	8,092	8,008.50	99	64,736	56,440.93	87	97,104	40,663.07
46	10	EARNED NOT BILLED	0	.00		0	.00		0	.00
90	01	MEDIAN MAINTENANCE	4,361	.00		34,888	26,168.00	75	52,336	26,168.00
90	02	ADOPT A MEDIAN PROGRAM	0	.00		0	.00		0	.00
90	03	FDOT MNT SIGNAL/HWY LIGHT	8,364	.00		66,912	64,448.00	96	100,369	35,921.00
90	*	OTHER PHYSICAL ENVIRON	12,725	.00		101,800	90,616.00	89	152,705	62,089.00
343	**	PHYSICAL ENVIRONMENT	439,441	399,723.25	91	3,515,528	3,481,089.17	99	5,273,341	1,792,251.83
347		CULTURE/RECREATION								
20	10	DOWNTOWN GAZEBO RENTAL	0	.00		0	.00		0	.00
20	15	JUNNY RIOS PARK RENTAL	0	.00		0	.00		0	.00
20	*	PARKS & RECREATION	0	.00		0	.00		0	.00
39	00	OTHER CULTURAL SERVICES	0	.00		0	.00		0	.00
39	10	PORCHER HOUSE - REVENUES	5,093	3,019.38	59	40,744	41,400.80	102	61,117	19,716.20
39	11	TENANT MAINTENANCE FEES	140	136.80	98	1,120	1,020.55	91	1,691	670.45
39	20	COCOA CIVIC CENTER	4,287	3,163.56	74	34,296	51,507.63	150	51,455	52.63-
39	21	CC - BRIDAL SHOWS	0	.00		0	.00		0	.00
39	30	RIVERFRONT PARK	1,690	751.31	45	13,520	12,507.79	93	20,287	7,779.21
39	*	OTHER CULTURAL SERVICES	11,210	7,071.05	63	89,680	106,436.77	119	134,550	28,113.23
40	01	COCOA VILLAGE 10% GROSS	1,680	1,789.69	107	13,440	25,934.66	193	20,165	5,769.66-
40	05	PERMIT FEES	135	100.00	74	1,080	1,724.41	160	1,625	99.41-
40	10	MARDI GRAS	0	.00		0	2,235.00		0	2,235.00-
40	*	SPECIAL EVENTS	1,815	1,889.69	104	14,520	29,894.07	206	21,790	8,104.07-
50	10	EVENT FEES	822	.00		6,576	4,688.87	71	9,873	5,184.13
50	20	CONCESSION SALES	0	.00		0	.00		0	.00
50	30	ADVERTISING/SPONSORSHIPS	318	.00		2,544	1,500.00	59	3,818	2,318.00
50	40	SCHOOL BOARD	0	.00		0	.00		0	.00
50	*	SPECIAL REC FACILITIES	1,140	.00		9,120	6,188.87	68	13,691	7,502.13
347	**	CULTURE/RECREATION	14,165	8,960.74	63	113,320	142,519.71	126	170,031	27,511.29
349		OTHER CHARGES FOR SERVICE								
01	00	CREDIT CARD FEES	18	.00		144	.00		225	225.00
349	**	OTHER CHARGES FOR SERVICE	18	.00		144	.00		225	225.00

FUND 001 GENERAL FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	%REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
340		CHARGES FOR SERVICES								
349		OTHER CHARGES FOR SERVICE								
340	***	CHARGES FOR SERVICES	917,679	869,911.13	95	7,341,432	7,317,111.76	100	11,012,280	3,695,168.24
350		FINES AND FORFEITURES								
351		JUDGMENTS AND FINES								
10	00	COUNTY COURT CRIMINAL	0	.00		0	.00		0	.00
50	00	800 MHZ FINES	0	.00		0	.00		0	.00
90	00	OTHER	2,041	1,578.55	77	16,328	17,739.22	109	24,495	6,755.78
351	**	JUDGMENTS AND FINES	2,041	1,578.55	77	16,328	17,739.22	109	24,495	6,755.78
354		LOCAL ORDINANCE VIOLATION								
00	00	LOCAL ORDINANCE VIOLATION	0	.00		0	.00		0	.00
354	**	LOCAL ORDINANCE VIOLATION	0	.00		0	.00		0	.00
355		FEDERAL								
00	00	FEDERAL	0	.00		0	.00		0	.00
355	**	FEDERAL	0	.00		0	.00		0	.00
356		STATE								
00	00	STATE	0	.00		0	.00		0	.00
356	**	STATE	0	.00		0	.00		0	.00
350	***	FINES AND FORFEITURES	2,041	1,578.55	77	16,328	17,739.22	109	24,495	6,755.78
360		MISCELLANEOUS REVENUES								
361		INTEREST AND OTHR EARNING								
10	00	INTEREST	3,612	1,988.69	55	28,896	60,520.03	209	43,355	17,165.03-
20	00	DIVIDENDS	0	.00		0	1,223.38		0	1,223.38-
38	00	NET INC/DEC-FMV INVESTMNT	0	.00		0	9,989.31-		0	9,989.31
40	00	GAIN/LOSS SALE OF INVEST	0	.00		0	.00		0	.00
361	**	INTEREST AND OTHR EARNING	3,612	1,988.69	55	28,896	51,754.10	179	43,355	8,399.10-
362		RENT AND ROYALTIES								
00	00	RENT AND ROYALTIES	9,267	3,751.80	41	74,136	49,049.61	66	111,210	62,160.39
362	**	RENT AND ROYALTIES	9,267	3,751.80	41	74,136	49,049.61	66	111,210	62,160.39
364		DISPOSITION FIXED ASSETS								
00	00	DISPOSITION FIXED ASSETS	0	7,590.06		0	60,309.77		0	60,309.77-
10	00	GAIN/LOSS	0	.00		0	.00		0	.00
20	00	INTERFUND LOANS	0	.00		0	.00		0	.00
364	**	DISPOSITION FIXED ASSETS	0	7,590.06		0	60,309.77		0	60,309.77-

FUND 001 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
360	MISCELLANEOUS REVENUES								
364	DISPOSITION FIXED ASSETS								
365	SALES OF SURPLUS SCRAP								
00 00	SALES OF SURPLUS SCRAP	0	.00		0	.00		0	.00
365 **	SALES OF SURPLUS SCRAP	0	.00		0	.00		0	.00
366	CONTRIBUTIONS & DONATIONS								
00 00	CONTRIBUTIONS & DONATIONS	6,250	6,250.00	100	50,000	57,892.50	116	75,000	17,107.50
10 09	POLICE/FIRE DEPTS	0	.00		0	.00		0	.00
10 10	CONTRIBS FOR K-9	0	.00		0	.00		0	.00
10 12	V-COP REVENUES	0	.00		0	.00		0	.00
10 13	VISIT FLORIDA GRANT	0	.00		0	.00		0	.00
10 20	TOY DRIVE	0	.00		0	.00		0	.00
10 *	DONATIONS-PRIVATE SOURCES	0	.00		0	.00		0	.00
366 **	CONTRIBUTIONS & DONATIONS	6,250	6,250.00	100	50,000	57,892.50	116	75,000	17,107.50
367	LICENSES								
00 00	LICENSES	0	.00		0	.00		0	.00
367 **	LICENSES	0	.00		0	.00		0	.00
368	PENSION CONTRIBUTIONS								
00 00	PENSION CONTRIBUTIONS	0	.00		0	.00		0	.00
21 00	POLICE STATE CONTRIBUTION	11,974	.00		95,792	.00		143,695	143,695.00
22 00	FIRE STATE CONTRIBUTION	10,943	.00		87,544	.00		131,316	131,316.00
368 **	PENSION CONTRIBUTIONS	22,917	.00		183,336	.00		275,011	275,011.00
369	OTHER MISC REVENUES								
90 00	OTHER MISC REVENUES	7,598	2,560.91	34	60,784	65,675.07	108	91,182	25,506.93
90 01	COKE MACHINE	0	.00		0	.00		0	.00
90 02	POLICE SECURITY SERVICES	2,376	7,040.00	296	19,008	39,330.00	207	28,515	10,815.00-
90 03	CODE ENF ABATE/DEMO REV	5,173	4,504.41	87	41,384	59,590.88	144	62,084	2,493.12
90 04	MISC. POLICE REVENUES	0	4.00		0	938.49		0	938.49-
90 05	INVESTIGATIVE COSTS REIM	4,435	4,733.85	107	35,480	35,390.87	100	53,230	17,839.13
90 06	SETTLEMENTS	0	.00		0	.00		0	.00
90 07	FLORIDA HARDEST HIT	833	2,050.00	246	6,664	7,225.00	108	10,000	2,775.00
90 08	ATF TASK FORCE	0	.00		0	.00		0	.00
90 09	PROPERTY REGISTRATION	3,618	2,000.00	55	28,944	17,000.00	59	43,418	26,418.00
90 10	POLICE STRIKEFORCE	0	.00		0	.00		0	.00
90 11	EXCESS INSURANCE PREMIUM	0	.00		0	.00		0	.00
90 99	COCOA PLAYHOUSE	0	.00		0	.00		0	.00
90 *	OTHER MISC REVENUES	24,033	22,893.17	95	192,264	225,150.31	117	288,429	63,278.69

FUND 001 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	********** CURRENT ********** ESTIMATED	ACTUAL	%REV	******** YEAR-TO-DATE ******** ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
360	MISCELLANEOUS REVENUES								
369	OTHER MISC REVENUES								
96 00	INSURANCE REFUND PROCEEDS	0	.00		0	43,737.60		0	43,737.60-
369 **	OTHER MISC REVENUES	24,033	22,893.17	95	192,264	268,887.91	140	288,429	19,541.09
360 ***	MISCELLANEOUS REVENUES	66,079	42,473.72	64	528,632	487,893.89	92	793,005	305,111.11
380	OTHER SOURCES(NON-REV)								
381	INTERFUND TRANSFER								
91 03	CDBG (103)	0	.00		0	.00		0	.00
91 10	TRANSFER FROM REDEVELOP	0	.00		0	.00		0	.00
91 11	TRANSFER FROM DIAMOND SQ	0	.00		0	.00		0	.00
91 12	US1 CORRIDOR (112)	0	.00		0	.00		0	.00
91 21	WATER SEWER FUND (421)	28,652	.00		162,786	.00		277,400	277,400.00
91 23	STORMWATER	1,562	.00		12,496	.00		18,750	18,750.00
91 25	RESTRICTED ASSETS	0	.00		0	.00		0	.00
91 30	CAP PROJECT FUND	19,023	.00		19,023	.00		95,112	95,112.00
91 41	TRANSFER FROM CONSFICATED	0	.00		0	.00		0	.00
91 *	TRANSFER FROM	49,237	.00		194,305	.00		391,262	391,262.00
381 **	INTERFUND TRANSFER	49,237	.00		194,305	.00		391,262	391,262.00
382	CONTRIBUTIONS ENTERPRISE								
40 00	CONTRIBUTIONS WATER REV.	441,666	441,667.00	100	3,533,328	3,533,336.00	100	5,300,000	1,766,664.00
40 01	6% CONTRIBUTION	115,670	115,670.00	100	925,360	925,360.00	100	1,388,042	462,682.00
40 *	CONTRIBUTIONS WATER REV.	557,336	557,337.00	100	4,458,688	4,458,696.00	100	6,688,042	2,229,346.00
382 **	CONTRIBUTIONS ENTERPRISE	557,336	557,337.00	100	4,458,688	4,458,696.00	100	6,688,042	2,229,346.00
383	INSTLMT PURCH/CAP LEASE								
10 00	INSTALMNT PURC/CAP LEASE	0	.00		0	.00		0	.00
383 **	INSTLMT PURCH/CAP LEASE	0	.00		0	.00		0	.00
384	DEBT PROCEEDS								
00 00	DEBT PROCEEDS	0	.00		0	.00		0	.00
384 **	DEBT PROCEEDS	0	.00		0	.00		0	.00
385	PROCEEDS REFUNDING BONDS								
00 00	PROCEEDS REFUNDING BONDS	0	.00		0	.00		0	.00
385 **	PROCEEDS REFUNDING BONDS	0	.00		0	.00		0	.00

FUND 001 GENERAL FUND

ACCOUNT		ACCOUNT DESCRIPTION	********** CURRENT ********** ESTIMATED	ACTUAL	%REV	******** YEAR-TO-DATE ******** ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
380		OTHER SOURCES(NON-REV)								
385		PROCEEDS REFUNDING BONDS								
389		NON OPERATING SOURCES								
85	00	CONTRIBUTIONS-SUBDIVIDERS	0	.00		0	.00		0	.00
90	00	OTHER NONOPERATING SOURCE	6,846	.00		54,768	.00		82,154	82,154.00
99	10	CASH CARRY FORWARD	9,166	.00		73,328	.00		110,000	110,000.00
99	11	RESTR. CASH CARRY FORWARD	46,009	.00		276,054	.00		460,094	460,094.00
99	50	FUND BAL-APPROP. RESERVES	655,158	.00		4,105,360	.00		6,726,000	6,726,000.00
99	*	BALANCE FORWARD	710,333	.00		4,454,742	.00		7,296,094	7,296,094.00
389	**	NON OPERATING SOURCES	717,179	.00		4,509,510	.00		7,378,248	7,378,248.00
380	***	OTHER SOURCES(NON-REV)	1,323,752	557,337.00	42	9,162,503	4,458,696.00 ✓	49	14,457,552 ✓	9,998,856.00 ✓
FUND TOTAL		GENERAL FUND	3,493,826	2,327,863.14	67	26,288,705	22,033,091.43 ✓	84	40,264,383 ✓	18,231,291.57 ✓

REPORT SELECTIONS

Fiscal year . . . . . : 2016
Fund . . . . . : 001
All Departments
All Divisions
Suppress accounts with zero balances . . . . : N

FUND 001 GENERAL FUND

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
11-00	EXECUTIVE SALARIES	2550	2550.00	100	20400	20400.00	100	.00	30600	10200.00	67
11 **	EXECUTIVE SALARIES	2550	2550.00	100	20400	20400.00	100	.00	30600	10200.00	67
12-00	REGULAR SALARIES & WAGES	867358	764116.39	88	7180421	6392635.24	89	.00	10649943	4257307.76	60
12-06	SALARIES/CONTRACTUAL	1364	3150.00	231	9548	14256.25	149	.00	15000	743.75	95
12-07	EMS 1ST RESPONDER	0	.00	0	0	.00	0	.00	0	.00	0
12-10	SALARY ADJUSTMENTS	0	.00	0	0	.00	0	.00	0	.00	0
12-11	LEAVE INCENTIVE SELL BACK	0	.00	0	0	.00	0	.00	0	.00	0
12-12	ACCRUAL PAYOUTS	49495	49133.24	99	87053	252143.71	290	.00	285046	32902.29	89
12-13	COPS CHRP	0	.00	0	0	.00	0	.00	0	.00	0
12 **	REGULAR SALARIES & WAGES	918217	816399.63	89	7277022	6659035.20	92	.00	10949989	4290953.80	61
13-00	OTHER SALARIES & WAGES	89434	73871.38	83	743472	602008.42	81	.00	1101265	499256.58	55
13 **	OTHER SALARIES & WAGES	89434	73871.38	83	743472	602008.42	81	.00	1101265	499256.58	55
14-00	OVERTIME	8919	22480.31	252	216062	188061.92	87	.00	251807	63745.08	75
14-01	COMP TIME	0	.00	0	0	.00	0	.00	0	.00	0
14 **	OVERTIME	8919	22480.31	252	216062	188061.92	87	.00	251807	63745.08	75
15-00	SPECIAL PAY	28417	27774.68	98	192063	213279.90	111	.00	305736	92456.10	70
15 **	SPECIAL PAY	28417	27774.68	98	192063	213279.90	111	.00	305736	92456.10	70
20-00	CLOTHING/SHOE ALLOWANCE	1704	55.00	3	13632	8766.04	64	.00	20492	11725.96	43
20 **	CLOTHING/SHOE ALLOWANCE	1704	55.00	3	13632	8766.04	64	.00	20492	11725.96	43
21-00	FICA TAXES	84812	69776.48	82	669189	568364.57	85	.00	1008524	440159.43	56
21 **	FICA TAXES	84812	69776.48	82	669189	568364.57	85	.00	1008524	440159.43	56
22-00	RETIREMENT CONTRIBUTIONS	49653	39476.34	80	370162	331868.42	90	.00	568865	236996.58	58
22-01	LICENSED POLICE/FIRE	205715	172399.96	84	1602150	1847039.39	115	.00	2425025	577985.61	76
22-02	STATE CONTRIBUTIONS	22917	.00	0	183336	.00	0	.00	275011	275011.00	0
22-03	ICMA - CITY MANAGER	668	572.76	86	5344	4773.55	89	.00	8021	3247.45	60

FUND 001 GENERAL FUND

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
22 **	RETIREMENT CONTRIBUTIONS	278953	212449.06	76	2160992	2183681.36	101	.00	3276922	1093240.64	67
23-00	LIFE/HEALTH INSURANCE	257849	212339.23	82	2056814	1741474.94	85	8811.60	3088328	1338041.46	57
23-03	CONTRA CIGNA SAVINGS	0	.00	0	0	.00	0	.00	0	.00	0
23 **	LIFE/HEALTH INSURANCE	257849	212339.23	82	2056814	1741474.94	85	8811.60	3088328	1338041.46	57
24-00	WORKER'S COMPENSATION	51747	29219.73	57	420709	327887.63	78	.00	627776	299888.37	52
24 **	WORKER'S COMPENSATION	51747	29219.73	57	420709	327887.63	78	.00	627776	299888.37	52
25-00	UNEMPLOYMENT COMPENSATION	1818	.00	0	12726	5775.00	45	370.95	20000	13854.05	31
25 **	UNEMPLOYMENT COMPENSATION	1818	.00	0	12726	5775.00	45	370.95	20000	13854.05	31
27-00	CAFETERIA PLAN	19816	17630.00	89	153460	141172.30	92	.00	232730	91557.70	61
27 **	CAFETERIA PLAN	19816	17630.00	89	153460	141172.30	92	.00	232730	91557.70	61
31-00	PROFESSIONAL SERVICES	47530	7564.50	16	371306	202275.96	55	195990.69	561460	163193.35	71
31-01	LEGAL FEES	36469	15517.09	43	291251	209152.93	72	179317.82	437130	48659.25	89
31-02	MEDICAL SERVICES	2588	.00	0	20704	5342.18	26	25703.22	31067	21.60	100
31-03	ENGINEERING SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
31-05	EMS 1ST RESPONDER	1093	.00	0	8744	13125.00	150	.00	13125	.00	100
31-33	EMPLOYEE HEALTH CENTER	19272	5052.77	26	154176	97029.93	63	134234.07	231264	.00	100
31 **	PROFESSIONAL SERVICES	106952	28134.36	26	846181	526926.00	62	535245.80	1274046	211874.20	83
32-00	ACCOUNTING & AUDITING	4014	.00	0	30945	42390.00	137	1110.00	47000	3500.00	93
32 **	ACCOUNTING & AUDITING	4014	.00	0	30945	42390.00	137	1110.00	47000	3500.00	93
34-00	CONTRACT SERVICES	91987	30006.28	33	633966	545411.62	86	372740.00	1001993	83841.38	92
34-03	CUSTOMER SERVICE CONTRACT	152617	151430.46	99	1220936	1047436.23	86	.00	1831411	783974.77	57
34-07	JANITORIAL CONTRACT SVS	0	.00	0	0	.00	0	.00	0	.00	0
34-09	MOWING CONTRACTS	1250	.00	0	10000	5700.00	57	5700.00	15000	3600.00	76
34-10	COST OF GENERAL FUND SVCS	0	.00	0	0	.00	0	.00	0	.00	0
34 **	CONTRACT SERVICES	245854	181436.74	74	1864902	1598547.85	86	378440.00	2848404	871416.15	69

FUND 001 GENERAL FUND

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
39-00	CONTINGENCY	5728	.00	0	108415	.00	0	.00	131330	131330.00	0
39-01	EMS RESTRICTED	0	.00	0	0	.00	0	.00	0	.00	0
39-10	RESERVE CONTINGENCY	0	.00	0	0	.00	0	.00	0	.00	0
39-11	SERIES 2010 GF BOND	0	.00	0	0	.00	0	.00	0	.00	0
39-15	WAGE AND SALARY	4447	.00	0	26682	.00	0	.00	0	.00	0
39-20	FUEL, OIL & LUBRICANTS	0	.00	0	0	.00	0	.00	0	.00	0
39 **	CONTINGENCY	10175	.00	0	135097	.00	0	.00	131330	131330.00	0
40-00	TRAVEL & PER DIEM	3139	2066.11	66	24710	8496.47	34	.00	37356	28859.53	23
40-01	CAR ALLOWANCE	0	.00	0	0	.00	0	.00	0	.00	0
40 **	TRAVEL & PER DIEM	3139	2066.11	66	24710	8496.47	34	.00	37356	28859.53	23
41-00	COMMUNICATION	13041	5510.36	42	96683	86178.25	89	54403.51	148895	8313.24	94
41 **	COMMUNICATION	13041	5510.36	42	96683	86178.25	89	54403.51	148895	8313.24	94
42-00	POSTAGE & FREIGHT	35492	32347.72	91	282415	258384.57	92	132750.26	424470	33335.17	92
42 **	POSTAGE & FREIGHT	35492	32347.72	91	282415	258384.57	92	132750.26	424470	33335.17	92
43-00	ELECTRIC/WATER/SEWER	53687	46380.59	86	428494	344445.26	80	261964.17	643268	36858.57	94
43 **	ELECTRIC/WATER/SEWER	53687	46380.59	86	428494	344445.26	80	261964.17	643268	36858.57	94
44-00	RENTALS AND LEASES	15126	13996.21	93	117984	92325.67	78	67773.56	178536	18436.77	90
44 **	RENTALS AND LEASES	15126	13996.21	93	117984	92325.67	78	67773.56	178536	18436.77	90
45-00	INSURANCE	31986	.00	0	255063	259031.65	102	.00	383061	124029.35	68
45 **	INSURANCE	31986	.00	0	255063	259031.65	102	.00	383061	124029.35	68
46-00	REPAIRS & MAINTENANCE	32527	8041.05	25	258267	198726.33	77	48985.70	388442	140729.97	64
46-02	REPAIR/MAINT BUILDING	48759	61973.99	127	390072	152282.01	39	43680.45	585116	389153.54	34
46-03	REPAIR/MAINT-VEHICLES	19613	14442.64	74	156904	104295.79	67	1425.00	235413	129692.21	45
46-05	HYDRANT FEES	12083	14734.35	122	96664	101742.30	105	.00	145000	43257.70	70
46-15	INSURED VEHICLE ACCIDENT	0	.00	0	0	.00	0	.00	0	.00	0

FUND 001 GENERAL FUND

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
46 **	REPAIRS & MAINTENANCE	112982	99192.03	88	901907	557046.43	62	94091.15	1353971	702833.42	48
47-00	PRINTING & BINDING	1277	621.90	49	10198	8848.48	87	52.60	15371	6469.92	58
47 **	PRINTING & BINDING	1277	621.90	49	10198	8848.48	87	52.60	15371	6469.92	58
48-00	PROMOTIONAL ACTIVITIES	5574	3080.84	55	44592	18589.51	42	8000.00	66925	40335.49	40
48-11	BUSINESS ASSIST. PROGRAM	1666	.00	0	13328	.00	0	.00	20000	20000.00	0
48-12	CHRISTMAS TREE EVENT 2009	0	.00	0	0	.00	0	.00	0	.00	0
48 **	PROMOTIONAL ACTIVITIES	7240	3080.84	43	57920	18589.51	32	8000.00	86925	60335.49	31
49-00	OTHER CHARGES & OBLIG.	36742	5051.63	14	293084	88544.86	30	35577.76	440108	315985.38	28
49-02	ADVERTISING	25	.00	0	200	230.17	115	.00	300	69.83	77
49-05	BROWNFIELDS REDEV PROG	33333	42775.00	128	266664	76809.47	29	86085.00	400000	237105.53	41
49-06	BROWNFIELD PROG CITY COST	625	.00	0	5000	.00	0	.00	7500	7500.00	0
49-07	BAD DEBT EXPENSE	12832	5026.72-	39-	102656	71720.30-	70-	.00	154000	225720.30	47-
49-08	CASH OVER/SHORT	0	.00	0	0	.00	0	.00	0	.00	0
49-15	OBSOLETE INVENTORY	0	.00	0	0	.00	0	.00	0	.00	0
49-17	DAMAGED INVENTORY	0	.00	0	0	.00	0	.00	0	.00	0
49 **	OTHER CHARGES & OBLIG.	83557	42799.91	51	667604	93864.20	14	121662.76	1001908	786381.04	22
52-00	OPERATING SUPPLIES	67875	15830.46	23	519218	498231.86	96	50141.11	790856	242483.03	69
52-02	UNIFORMS	1566	.00	0	12528	9743.49	78	4578.81	18800	4477.70	76
52-05	EMS 1st RESP-CONSUM SUPP	2331	2804.81	120	18648	21308.64	114	548.56	27981	6123.80	78
52-07	JANITORIAL SUPPLIES	2084	1562.57	75	16672	13808.20	83	.00	25018	11209.80	55
52-10	HEATING FUEL	110	.00	0	880	620.36	71	705.64	1326	.00	100
52-30	FUEL, OIL, & LUBRICANTS	23316	290.45	1	187353	83647.07	45	.00	280671	197023.93	30
52-33	EMPLOYEE HEALTH CENTER	4672	.00	0	37376	28693.85	77	27370.15	56064	.00	100
52 **	OPERATING SUPPLIES	101954	20488.29	20	792675	656053.47	83	83344.27	1200716	461318.26	62
53-00	ROAD MATERIALS/SUPPLIES	8666	.00	0	70330	23215.99	33	15820.64	105000	65963.37	37

FUND 001 GENERAL FUND

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
53 **	ROAD MATERIALS/SUPPLIES	8666	.00	0	70330	23215.99	33	15820.64	105000	65963.37	37
54-00	MEMBERSHIP/PUBLICATIONS	3214	654.00	20	24586	24172.72	98	1648.00	37537	11716.28	69
54 **	MEMBERSHIP/PUBLICATIONS	3214	654.00	20	24586	24172.72	98	1648.00	37537	11716.28	69
55-00	TRAINING	7568	9834.78	130	54448	40108.90	74	582.00-	84836	45309.10	47
55 **	TRAINING	7568	9834.78	130	54448	40108.90	74	582.00-	84836	45309.10	47
58-97	LABOR	0	.00	0	0	.00	0	.00	0	.00	0
58-98	EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
58-99	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
58 **	WORK ORDER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
59-00	DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
59 **	DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
61-00	LAND	167156	.00	0	529380	811105.96	153	.00	1198000	386894.04	68
61 **	LAND	167156	.00	0	529380	811105.96	153	.00	1198000	386894.04	68
62-00	BUILDINGS	29368	13704.75	47	196232	30921.40	16	273057.49	313709	9730.11	97
62-33	EMPLOYEE HEALTH CENTER	0	.00	0	0	.00	0	.00	0	.00	0
62 **	BUILDINGS	29368	13704.75	47	196232	30921.40	16	273057.49	313709	9730.11	97
63-00	INFRASTRUCTURE	233374	.00	0	1543577	969117.57	63	959241.51	2477071	548711.92	78
63 **	INFRASTRUCTURE	233374	.00	0	1543577	969117.57	63	959241.51	2477071	548711.92	78
64-00	MACHINERY AND EQUIPMENT	173359	10807.04	6	1397794	1498010.05	107	166568.21	2091266	426687.74	80
64-01	JAG GRANT	2290	.00	0	11713	20873.99	178	.00	20874	.01	100
64-15	IT HARDWARE	2099	.00	0	24451	13942.92	57	.00	32855	18912.08	42
64-33	EMPLOYEE HEALTH CENTER	0	.00	0	0	.00	0	.00	0	.00	0
64 **	MACHINERY AND EQUIPMENT	177748	10807.04	6	1433958	1532826.96	107	166568.21	2144995	445599.83	79
68-10	SFTWR & OTHER INTANGIBLES	4450	.00	0	47198	49483.66	105	8480.00	65000	7036.34	89
68 **	INTANGIBLE ASSETS	4450	.00	0	47198	49483.66	105	8480.00	65000	7036.34	89

FUND 001 GENERAL FUND

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
71-00	DEBT SERVICE - PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
71 **	DEBT SERVICE - PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
72-00	DEBT SERVICE - INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
72 **	DEBT SERVICE - INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
73-00	'93 BOND ADMIN EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
73 **	'93 BOND ADMIN EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
81-00	AIDS TO GOVT AGENCY	55681	.00	0	434543	657272.00	151	.00	657272	.00	100
81 **	AIDS TO GOVT AGENCY	55681	.00	0	434543	657272.00	151	.00	657272	.00	100
82-01	ECON DEV INCENTIVE CONTR	0	.00	0	0	.00	0	.00	0	.00	0
82 **	AID TO PRIVATE ORGANIZAT	0	.00	0	0	.00	0	.00	0	.00	0
83-00	OTHER GRANTS & AIDS	0	.00	0	0	.00	0	.00	0	.00	0
83-01	MISC GRANTS/DONATIONS	533	.00	0	59128	54311.60	92	.00	61271	6959.40	89
83 **	OTHER GRANTS AND AIDS	533	.00	0	59128	54311.60	92	.00	61271	6959.40	89
91-03	CDBG (103)	0	.00	0	0	.00	0	.00	0	.00	0
91-04	BC HOME (104)	0	.00	0	0	.00	0	.00	0	.00	0
91-10	CRA (110)	0	.00	0	0	.00	0	.00	0	.00	0
91-11	DIAMOND SQUARE (111)	4167	.00	0	8334	.00	0	.00	25000	25000.00	0
91-12	US 1 CORRIDOR (112)	0	.00	0	0	.00	0	.00	0	.00	0
91-20	TRANSFER TO DEBT SVC 201	0	.00	0	0	.00	0	.00	0	.00	0
91-21	WATER SEWER 421	0	.00	0	0	.00	0	.00	0	.00	0
91-23	TO STORMWATER 423	0	.00	0	0	.00	0	.00	0	.00	0
91-25	TO RESTRICTED ASSET 425	0	.00	0	0	.00	0	.00	0	.00	0
91-30	GF CAPITAL PROJECTS 301	166666	.00	0	1333328	.00	0	.00	2000000	2000000.00	0
91-52	SELF INSURANCE FUND 520	0	.00	0	0	.00	0	.00	0	.00	0
91-53	HEALTH INSURANCE FUND 530	67544	.00	0	135088	.00	0	.00	405266	405266.00	0

FUND 001 GENERAL FUND

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
91 **	INTERFUND TRANSFER	238377	.00	0	1476750	.00	0	.00	2430266	2430266.00	0
FUND 001	TOTAL *********										
	GENERAL FUND	3496847	1995601.13	57	26319449	21403571.85	81	3172254.48	40264383	15688556.67	61
GRAND	TOTAL *********										
		3496847	1995601.13	57	26319449	21403571.85	81	3172254.48	40264383	15688556.67	61



FY 2016 Budget by Classification Report - Summary Listing

Through 5/31/2016

Target for May is 67%

FUND 421 - WATER/SEWER FUND

	Amended Budget	YTD Encumbrances	YTD Actual Transactions	Budget - YTD Transactions	% Used/Rec'd
REVENUE					
IMPACT FEES	$ 1,475,632		$ 886,000.00	$ 589,632.00	60%
CHARGES FOR SERVICES	$ 55,252,361		$ 35,645,875.64	$ 19,606,485.36	65%
MISCELLANEOUS	$ 118,715		$ 208,575.41	$ (89,860.41)	176%
OTHER SOURCES (NON-REVENUE)	$ 31,131,585		$ 291,719.44	$ 30,839,865.56	1%
REVENUE TOTALS	**$ 87,978,293**	-	**$ 37,032,170.49**	**$ 50,946,122.51**	**42%**
EXPENSE					
SALARIES AND BENEFITS	$ 12,603,126	$ 2,864.65	$ 6,779,795.25	$ 5,820,466.10	54%
OPERATING EXPENDITURES	$ 20,929,988	$ 5,570,803.93	$ 10,596,452.07	$ 4,762,732.00	77%
CAPITAL OUTLAY	$ 38,078,574	$ 19,442,127.15	$ 6,933,760.01	$ 11,702,686.84	69%
GRANTS, AIDS AND OTHER	$ 16,366,605	$ -	$ 5,231,299.00	$ 11,135,306.00	32%
EXPENSE TOTALS	**$ 87,978,293**	**$ 25,015,795.73**	**$ 29,541,306.33**	**$ 33,421,190.94**	62%
REVENUE TOTALS	**$ 87,978,293**	**$ -**	**$ 37,032,170.49**	**$ 50,946,122.51**	**42%**
EXPENSE TOTALS	**$ 87,978,293**	**$ 25,015,795.73**	**$ 29,541,306.33**	**$ 33,421,190.94**	**62%**
	$ -	**$ (25,015,795.73)**	**$ 7,490,864.16**		

CITY OF COCOA, FLORIDA

FUND 421 WATER/SEWER ENTERPRISE

ACCOUNT	ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	%REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320	OTHER PERMITS & FEES								
324	IMPACT FEES								
03 10	WATER - RESIDENTIAL	56,492	58,350.00	103	451,936	611,935.00	135	677,913	65,978.00
03 11	WATER - COMMERCIAL	58,798	6,125.00	10	470,384	244,090.00	52	705,582	461,492.00
03 20	SEWER - RESIDENTIAL	691	.00		5,528	28,100.00	508	8,292	19,808.00-
03 21	SEWER - COMMERCIAL	6,987	.00		55,896	1,875.00	3	83,845	81,970.00
03 *	IMPACT FEES	122,968	64,475.00	52	983,744	886,000.00	90	1,475,632	589,632.00
324 **	IMPACT FEES	122,968	64,475.00	52	983,744	886,000.00	90	1,475,632	589,632.00
320 ***	OTHER PERMITS & FEES	122,968	64,475.00	52	983,744	886,000.00	90	1,475,632	589,632.00
330	INTERGOVERNMENTAL REVENUE								
331	FEDERAL GRANTS								
90 00	OTHER FEDERAL GRANT-BABS	0	.00		0	304,395.56		0	304,395.56-
331 **	FEDERAL GRANTS	0	.00		0	304,395.56		0	304,395.56-
337	GRANTS FROM LOCAL UNITS								
30 00	PHYSICAL ENVIRONMENT	0	.00		0	.00		0	.00
30 02	SJRWMD - BRACCO RESERVOIR	0	.00		0	.00		0	.00
30 08	SJRWMD - SUPP SUPPLY WELL	0	.00		0	.00		0	.00
30 *	PHYSICAL ENVIRONMENT	0	.00		0	.00		0	.00
337 **	GRANTS FROM LOCAL UNITS	0	.00		0	.00		0	.00
330 ***	INTERGOVERNMENTAL REVENUE	0	.00		0	304,395.56		0	304,395.56-
340	CHARGES FOR SERVICES								
343	PHYSICAL ENVIRONMENT								
30 10	EARNED NOT BILLED	0	.00		0	.00		0	.00
31 00	WATER SALES	3,906,059	3,838,786.37	98	31,248,472	29,652,429.80	95	46,872,714	17,220,284.20
33 00	WATER CONNECTION FEE	20,000	19,920.00	100	160,000	245,294.19	153	240,000	5,294.19-
33 02	WATER CONNECT - GRISSOM	0	.00		0	262.36		0	262.36-
33 *	WATER CONNECTION FEE	20,000	19,920.00	100	160,000	245,556.55	154	240,000	5,556.55-
36 00	WATER HYDRANT FEES	211,026	229,444.34	109	1,688,208	1,796,061.22	106	2,532,321	736,259.78
39 00	WATER OTHER INCOME	0	.00		0	.00		0	.00
39 02	FDOT EASEMENT PAYMENT	0	.00		0	.00		0	.00
39 06	HYDRANT RESID FLOW TEST	125	800.00	640	1,000	3,000.00	300	1,500	1,500.00-
39 07	BACKFLOW DEVICE TEST	12,083	16,964.72	140	96,664	113,126.56	117	145,000	31,873.44
39 08	JUMPER METERS	58	250.00	431	464	1,400.00	302	700	700.00-
39 09	PLAN REVIEW/CONST INSPECT	1,000	1,000.00	100	8,000	16,500.00	206	12,000	4,500.00-
39 10	BACKFLOW PRV/RLCT TEMP	208	5.42	3	1,664	648.78	39	2,500	1,851.22

FUND 421 WATER/SEWER ENTERPRISE

ACCOUNT	ACCOUNT DESCRIPTION	********** CURRENT ESTIMATED	ACTUAL	%REV	******** YEAR-TO-DATE ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
340	CHARGES FOR SERVICES								
343	PHYSICAL ENVIRONMENT								
39 11	PORT ACCESS CHARGE	0	.00		0	.00		0	.00
39 12	CROSS CONNECTION CONTROL	0	.00		0	.00		0	.00
39 *	WATER OTHER INCOME	13,474	19,020.14	141	107,792	134,675.34	125	161,700	27,024.66
51 00	SEWER SALES	428,465	421,364.49	98	3,427,720	3,297,919.76	96	5,141,581	1,843,661.24
51 10	EARNED NOT BILLED	0	.00		0	.00		0	.00
51 *	SEWER SALES	428,465	421,364.49	98	3,427,720	3,297,919.76	96	5,141,581	1,843,661.24
53 02	SEWER CONNECT - FINANCED	0	.11		0	1,600.10		0	1,600.10-
53 04	SEWER CONNECT- GRISSOM	0	.00		0	1,500.87		0	1,500.87-
53 05	REUSE CONNECT - GRISSOM	0	.00		0	.00		0	.00
53 *	SEWER CONNECTION FEES	0	.11		0	3,100.97		0	3,100.97-
59 01	GREASE TRAP PERMITS	516	521.81	101	4,128	4,199.31	102	6,200	2,000.69
60 00	REUSE WATER	23,820	26,495.27	111	190,560	201,974.79	106	285,845	83,870.21
60 01	REUSE WATER INSTALLATION	1,000	1,114.93	112	8,000	5,562.34	70	12,000	6,437.66
60 10	EARNED NOT BILLED	0	.00		0	.00		0	.00
60 *	REUSE WATER	24,820	27,610.20	111	198,560	207,537.13	105	297,845	90,307.87
90 10	OTHER EARNED NOT BILLED	0	.00		0	.00		0	.00
343 **	PHYSICAL ENVIRONMENT	4,604,360	4,556,667.46	99	36,834,880	35,341,480.08	96	55,252,361	19,910,880.92
340 ***	CHARGES FOR SERVICES	4,604,360	4,556,667.46	99	36,834,880	35,341,480.08 ✓	96	55,252,361 ✓	19,910,880.92 ✓
360	MISCELLANEOUS REVENUES								
361	INTEREST AND OTHR EARNING								
10 00	INTEREST	4,367	496.11	11	34,936	114,027.83	326	52,415	61,612.83-
10 10	SBA	0	.00		0	.28		0	.28-
10 *	INTEREST	4,367	496.11	11	34,936	114,028.11	326	52,415	61,613.11-
20 00	DIVIDENDS	0	.00		0	.00		0	.00
38 00	NET INC/DEC-FMV INVESTMNT	0	.00		0	44,263.65-		0	44,263.65
40 00	GAIN/LOSS SALE OF INVEST	0	.00		0	.00		0	.00
361 **	INTEREST AND OTHR EARNING	4,367	496.11	11	34,936	69,764.46	200	52,415	17,349.46-
362	RENT AND ROYALTIES								
00 00	RENT AND ROYALTIES	108	.00		864	1,300.00	151	1,300	.00
362 **	RENT AND ROYALTIES	108	.00		864	1,300.00	151	1,300	.00

CITY OF COCOA, FLORIDA

FUND 421 WATER/SEWER ENTERPRISE

ACCOUNT	ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	%REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
360	MISCELLANEOUS REVENUES								
362	RENT AND ROYALTIES								
364	DISPOSITION FIXED ASSETS								
00 00	DISPOSITION FIXED ASSETS	1,250	.00		10,000	95,210.21	952	15,000	80,210.21-
10 00	GAIN/LOSS	0	.00		0	.00		0	.00
364 **	DISPOSITION FIXED ASSETS	1,250	.00		10,000	95,210.21	952	15,000	80,210.21-
365	SALES OF SURPLUS SCRAP								
00 00	SALES OF SURPLUS SCRAP	833	.00		6,664	6,350.00	95	10,000	3,650.00
365 **	SALES OF SURPLUS SCRAP	833	.00		6,664	6,350.00	95	10,000	3,650.00
366	CONTRIBUTIONS & DONATIONS								
00 00	CONTRIBUTIONS & DONATIONS	0	.00		0	.00		0	.00
366 **	CONTRIBUTIONS & DONATIONS	0	.00		0	.00		0	.00
369	OTHER MISC REVENUES								
90 00	OTHER MISC REVENUES	3,333	3,175.00	95	26,664	35,950.74	135	40,000	4,049.26
90 06	SETTLEMENTS	0	.00		0	.00		0	.00
90 *	OTHER MISC REVENUES	3,333	3,175.00	95	26,664	35,950.74	135	40,000	4,049.26
96 00	INSURANCE REFUND PROCEEDS	0	.00		0	.00		0	.00
369 **	OTHER MISC REVENUES	3,333	3,175.00	95	26,664	35,950.74	135	40,000	4,049.26
360 ***	MISCELLANEOUS REVENUES	9,891	3,671.11	37	79,128	208,575.41	264	118,715	89,860.41-
380	OTHER SOURCES(NON-REV)								
381	INTERFUND TRANSFER								
45 03	OFFSITE IMPROVEMENT TFER	0	.00		0	.00		0	.00
91 01	GENERAL FUND (001)	0	.00		0	.00		0	.00
91 10	TRANSFER FROM REDEVELOP	0	.00		0	.00		0	.00
91 23	STORMWATER	0	.00		0	.00		0	.00
91 25	RESTRICTED ASSETS	0	.00		0	.00		0	.00
91 30	CAP PROJECT FUND	0	.00		0	.00		0	.00
91 *	TRANSFER FROM	0	.00		0	.00		0	.00
381 **	INTERFUND TRANSFER	0	.00		0	.00		0	.00
383	INSTLMT PURCH/CAP LEASE								
10 00	INSTALMNT PURC/CAP LEASE	0	.00		0	.00		0	.00
383 **	INSTLMT PURCH/CAP LEASE	0	.00		0	.00		0	.00

FUND 421 WATER/SEWER ENTERPRISE

ACCOUNT	ACCOUNT DESCRIPTION	********** CURRENT ESTIMATED	ACTUAL	%REV	******** YEAR-TO-DATE ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
380	OTHER SOURCES(NON-REV)								
383	INSTLMT PURCH/CAP LEASE								
389	NON OPERATING SOURCES								
30 00	LOAN PROCEEDS	0	.00		0	.00		0	.00
41 00	S MAINLAND CONTRIBUTIONS	0	.00		0	.00		0	.00
42 00	DER CIA GRANT MONEY	0	.00		0	.00		0	.00
81 00	CONTRIBUTION LIFT STATION	0	.00		0	36,375.00		0	36,375.00-
82 00	CONTRIBUTION S MAINLAND	0	.00		0	98,302.61		0	98,302.61-
83 00	CONTRIBUTION VIERA	0	23,693.10		0	157,041.83		0	157,041.83-
83 01	THE VIERA COMPANY	0	.00		0	.00		0	.00
83 *	CONTRIBUTION VIERA	0	23,693.10		0	157,041.83		0	157,041.83-
85 00	CONTRIBUTIONS-SUBDIVIDERS	0	.00		0	.00		0	.00
99 10	CASH CARRY FORWARD	0	.00		0	.00		0	.00
99 11	RESTR. CASH CARRY FORWARD	0	.00		0	.00		0	.00
99 50	FUND BAL-APPROP. RESERVES	2,668,630	.00		20,457,050	.00		31,131,585	31,131,585.00
99 51	SERIES 2010 PROCEEDS	0	.00		0	.00		0	.00
99 *	BALANCE FORWARD	2,668,630	.00		20,457,050	.00		31,131,585	31,131,585.00
389 **	NON OPERATING SOURCES	2,668,630	23,693.10	1	20,457,050	291,719.44	1	31,131,585	30,839,865.56
380 ***	OTHER SOURCES(NON-REV)	2,668,630	23,693.10	1	20,457,050	291,719.44	1	31,131,585	30,839,865.56
FUND TOTAL	WATER/SEWER ENTERPRISE	7,405,849	4,648,506.67	63	58,354,802	37,032,170.49	64	87,978,293	50,946,122.51

REPORT SELECTIONS

Fiscal year . . . . . : 2016
Fund . . . . . : 421
All Departments
All Divisions
Suppress accounts with zero balances . . . . . : N

FUND 421 WATER/SEWER ENTERPRISE

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
12-00	REGULAR SALARIES & WAGES	606563	452212.24	75	4978959	3860517.15	78	.00	7405260	3544742.85	52
12-10	SALARY ADJUSTMENTS	0	.00	0	0	.00	0	.00	0	.00	0
12-11	LEAVE INCENTIVE SELL BACK	0	.00	0	0	.00	0	.00	0	.00	0
12-12	ACCRUAL PAYOUTS	7743	47706.00	616	27029	105701.41	391	.00	57999	47702.41-	182
12 **	REGULAR SALARIES & WAGES	614306	499918.24	81	5005988	3966218.56	79	.00	7463259	3497040.44	53
13-00	OTHER SALARIES & WAGES	22291	25905.64	116	174808	171639.39	98	.00	263998	92358.61	65
13 **	OTHER SALARIES & WAGES	22291	25905.64	116	174808	171639.39	98	.00	263998	92358.61	65
14-00	OVERTIME	35374	32303.32	91	222972	271990.01	122	.00	364494	92503.99	75
14-01	COMP TIME	0	.00	0	0	.00	0	.00	0	.00	0
14 **	OVERTIME	35374	32303.32	91	222972	271990.01	122	.00	364494	92503.99	75
15-00	SPECIAL PAY	0	.00	0	0	.00	0	.00	0	.00	0
15 **	SPECIAL PAY	0	.00	0	0	.00	0	.00	0	.00	0
20-00	CLOTHING/SHOE ALLOWANCE	1255	55.00	4	10040	2135.00	21	.00	15095	12960.00	14
20 **	CLOTHING/SHOE ALLOWANCE	1255	55.00	4	10040	2135.00	21	.00	15095	12960.00	14
21-00	FICA TAXES	52794	40760.55	77	422352	322059.25	76	.00	633559	311499.75	51
21 **	FICA TAXES	52794	40760.55	77	422352	322059.25	76	.00	633559	311499.75	51
22-00	RETIREMENT CONTRIBUTIONS	103795	65700.94	63	830360	634372.31	76	.00	1245580	611207.69	51
22-01	POLICE/FIRE	0	.00	0	0	.00	0	.00	0	.00	0
22 **	RETIREMENT CONTRIBUTIONS	103795	65700.94	63	830360	634372.31	76	.00	1245580	611207.69	51
23-00	LIFE/HEALTH INSURANCE	151571	120552.12	80	1212568	967615.00	80	.00	1818892	851277.00	53
23-02	LIFE/HEALTH RETIREES	24188	17065.71	71	193504	163601.79	85	1993.10	290263	124668.11	57
23-03	CONTRA CIGNA SAVINGS	0	.00	0	0	.00	0	.00	0	.00	0
23-99	OPEB HEALTH EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
23 **	LIFE/HEALTH INSURANCE	175759	137617.83	78	1406072	1131216.79	81	1993.10	2109155	975945.11	54
24-00	WORKER'S COMPENSATION	29946	19189.38	64	239568	211663.94	88	.00	359386	147722.06	59

FUND 421 WATER/SEWER ENTERPRISE

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
24 **	WORKER'S COMPENSATION	29946	19189.38	64	239568	211663.94	88	.00	359386	147722.06	59
25-00	UNEMPLOYMENT COMPENSATION	455	.00	0	3185	.00	0	871.55	5000	4128.45	17
25 **	UNEMPLOYMENT COMPENSATION	455	.00	0	3185	.00	0	871.55	5000	4128.45	17
26-00	OPEB HEALTH EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
26 **	OPEB HEALTH EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
27-00	CAFETERIA PLAN	10300	8100.00	79	82400	68500.00	83	.00	123600	55100.00	55
27 **	CAFETERIA PLAN	10300	8100.00	79	82400	68500.00	83	.00	123600	55100.00	55
31-00	PROFESSIONAL SERVICES	19186	1265.28	7	151352	83509.00	55	107635.42	228118	36973.58	84
31-01	LEGAL EXPENSES	8087	19426.25	240	66150	50535.46	76	16400.00	98500	31564.54	68
31-02	MEDICAL SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
31-03	ENGINEERING SERVICES	500	.00	0	4000	.00	0	.00	6000	6000.00	0
31-33	EMPLOYEE HEALTH CENTER	13052	3469.45	27	104416	66625.04	64	90005.96	156631	.00	100
31 **	PROFESSIONAL SERVICES	40825	24160.98	59	325918	200669.50	62	214041.38	489249	74538.12	85
32-00	ACCOUNTING & AUDITING	4014	.00	0	30945	42390.00	137	1110.00	47000	3500.00	93
32 **	ACCOUNTING & AUDITING	4014	.00	0	30945	42390.00	137	1110.00	47000	3500.00	93
34-00	CONTRACT SERVICES	83043	23519.00	28	769199	316875.32	41	191411.40	1101413	593126.28	46
34-09	MOWING CONTRACTS	0	.00	0	0	.00	0	.00	0	.00	0
34-10	COST OF GENERAL FUND SVCS	447249	447250.00	100	3577992	3578000.00	100	.00	5366988	1788988.00	67
34 **	CONTRACT SERVICES	530292	470769.00	89	4347191	3894875.32	90	191411.40	6468401	2382114.28	63
39-00	CONTINGENCY	59428-	.00	0	333714	.00	0	.00	96014	96014.00	0
39-02	BOND RESERVE	0	.00	0	0	.00	0	.00	0	.00	0
39-15	WAGE AND SALARY	0	.00	0	0	.00	0	.00	0	.00	0
39 **	CONTINGENCY	59428-	.00	0	333714	.00	0	.00	96014	96014.00	0
40-00	TRAVEL AND PER DIEM	1284	44.47	4	10272	5380.01	52	.00	15436	10055.99	35
40-01	CAR ALLOWANCE	0	.00	0	0	.00	0	.00	0	.00	0

FUND 421 WATER/SEWER ENTERPRISE

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40 **	TRAVEL AND PER DIEM	1284	44.47	4	10272	5380.01	52	.00	15436	10055.99	35
41-00	COMMUNICATION	10928	2585.41	24	87424	67643.14	77	43984.75	131167	19539.11	85
41 **	COMMUNICATION	10928	2585.41	24	87424	67643.14	77	43984.75	131167	19539.11	85
42-00	FREIGHT & POSTAGE SERVICE	4117	958.63	23	31536	26199.70	83	4204.73	48040	17635.57	63
42 **	FREIGHT & POSTAGE SERVICE	4117	958.63	23	31536	26199.70	83	4204.73	48040	17635.57	63
43-00	ELECTRIC/WATER/SEWER	179879	126187.26	70	1439032	977405.82	68	1170559.09	2158573	10608.09	100
43 **	ELECTRIC/WATER/SEWER	179879	126187.26	70	1439032	977405.82	68	1170559.09	2158573	10608.09	100
44-00	RENTAL AND LEASES	22876	5361.09	23	44408	16196.08	37	103155.91	135946	16594.01	88
44 **	RENTAL AND LEASES	22876	5361.09	23	44408	16196.08	37	103155.91	135946	16594.01	88
45-00	INSURANCE	32705	.00	0	261640	262987.26	101	.00	392493	129505.74	67
45 **	INSURANCE	32705	.00	0	261640	262987.26	101	.00	392493	129505.74	67
46-00	REPAIRS & MAINTENANCE	528767	167974.70	32	3775065	3029443.90	80	1891085.11	5890182	969652.99	84
46-02	REPAIR/MAINT BUILDING	41522	18713.32	45	321472	103195.03	32	291423.11	487569	92950.86	81
46-03	REPAIR/MAINT-VEHICLES	15131	8589.81	57	121048	91932.97	76	1758.50	181601	87909.53	52
46-15	INSURED VEHICLE ACCIDENT	0	.00	0	0	.00	0	.00	0	.00	0
46 **	REPAIRS & MAINTENANCE	585420	195277.83	33	4217585	3224571.90	77	2184266.72	6559352	1150513.38	83
47-00	PRINTING & BINDING	573	.00	0	4584	3681.85	80	57.75	6900	3160.40	54
47 **	PRINTING & BINDING	573	.00	0	4584	3681.85	80	57.75	6900	3160.40	54
48-00	PROMOTIONAL ACTIVITIES	1250	250.00	20	10000	6649.00	67	.00	15000	8351.00	44
48 **	PROMOTIONAL ACTIVITIES	1250	250.00	20	10000	6649.00	67	.00	15000	8351.00	44
49-00	OTHER CHARGES & OBLIG.	2427	14.41	1	20816	13767.26	66	2228.00	30555	14559.74	52
49-02	ADVERTISING	0	.00	0	0	.00	0	.00	0	.00	0
49-07	BAD DEBT EXPENSE	14583	3709.89-	25-	116664	66188.51-	57-	.00	175000	241188.51	38-
49-08	CASH OVER & UNDER	25	45.72-	183-	200	106.64-	53-	.00	300	406.64	36-
49-09	DOCUMENT RECORDING CHGS	250	400.00-	160-	2000	1918.71-	96-	504.50	3000	4414.21	47-

FUND 421 WATER/SEWER ENTERPRISE

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
49-15	OBSOLETE INVENTORY	0	.00	0	0	.00	0	.00	0	.00	0
49-17	DAMAGED INVENTORY	0	.00	0	0	.00	0	.00	0	.00	0
49 **	OTHER CHARGES & OBLIG.	17285	4141.20-	24-	139680	54446.60-	39-	2732.50	208855	260569.10	25-
52-00	OPERATING SUPPLIES	304968	146958.85	48	2338973	1755050.80	75	1510339.08	3558875	293485.12	92
52-07	JANITORIAL SUPPLIES	852	861.25	101	6816	6391.82	94	.00	10240	3848.18	62
52-30	FUEL OIL & LUBRICANTS	32598	4171.05	13	260784	98790.72	38	88322.03	391219	204106.25	48
52-33	EMPLOYEE HEALTH CENTER	2947	.00	0	23576	19702.41	84	15665.59	35368	.00	100
52 **	OPERATING SUPPLIES	341365	151991.15	45	2630149	1879935.75	72	1614326.70	3995702	501439.55	88
53-00	ROAD MATERIALS/SUPPLIES	4582	.00	0	36656	2205.41	6	35000.00	55000	17794.59	68
53 **	ROAD MATERIALS/SUPPLIES	4582	.00	0	36656	2205.41	6	35000.00	55000	17794.59	68
54-00	MEMBERSHIP/PUBLICATIONS	3087	.00	0	24696	29491.93	119	.00	37052	7560.07	80
54 **	MEMBERSHIP/PUBLICATIONS	3087	.00	0	24696	29491.93	119	.00	37052	7560.07	80
55-00	TRAINING	6462	3877.00	60	52270	10616.00	20	5953.00	78161	61592.00	21
55 **	TRAINING	6462	3877.00	60	52270	10616.00	20	5953.00	78161	61592.00	21
59-00	DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
59 **	DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
61-00	LAND	0	.00	0	0	.00	0	.00	0	.00	0
61 **	LAND	0	.00	0	0	.00	0	.00	0	.00	0
62-00	BUILDINGS	3573	.00	0	27144	.00	0	.00	41440	41440.00	0
62 **	BUILDINGS	3573	.00	0	27144	.00	0	.00	41440	41440.00	0
63-00	INFRASTRUCTURE	3063490	328628.34	11	23129640	5939756.06	26	18369928.61	35383634	11073949.33	69
63 **	INFRASTRUCTURE	3063490	328628.34	11	23129640	5939756.06	26	18369928.61	35383634	11073949.33	69
64-00	MACHINERY & EQUIPMENT	140944	58340.00	41	1878765	956025.01	51	1038099.28	2442591	448466.71	82
64-15	IT HARDWARE	10946	4511.00	41	90054	12066.94	13	30011.26	133856	91777.80	31
64 **	MACHINERY & EQUIPMENT	151890	62851.00	41	1968819	968091.95	49	1068110.54	2576447	540244.51	79

FUND 421 WATER/SEWER ENTERPRISE

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
65-00	CONSTRUCTION IN PROGRESS	0	.00	0	0	.00	0	.00	0	.00	0
65 **	CONSTRUCTION IN PROGRESS	0	.00	0	0	.00	0	.00	0	.00	0
68-10	SFTWR & OTHER INTANGIBLES	9640	.00	0	49122	25912.00	53	4088.00	87700	57700.00	34
68 **	INTANGIBLE ASSETS	9640	.00	0	49122	25912.00	53	4088.00	87700	57700.00	34
69-99	PROPRIETARY FUNDS ONLY	0	.00	0	0	.00	0	.00	0	.00	0
69 **	CONTRA FIXED ASSET	0	.00	0	0	.00	0	.00	0	.00	0
82-00	AID TO PRIVATE ORGANIZAT	200	.00	0	200	.00	0	.00	1000	1000.00	0
82-01	ECON DEV INCENTIVE CONTR	0	.00	0	0	.00	0	.00	0	.00	0
82 **	AID TO PRIVATE ORGANIZAT	200	.00	0	200	.00	0	.00	1000	1000.00	0
91-01	TRANSFER TO GEN FUND 001	470319	441667.00	94	3696122	3533336.00	96	.00	5577400	2044064.00	63
91-23	TO STORMWATER 423	0	.00	0	0	.00	0	.00	0	.00	0
91-25	TO RESTRICTED ASSET 425	749658	.00	0	5997264	772603.00	13	.00	8995897	8223294.00	9
91-30	GF CAPITAL PROJECTS 301	0	.00	0	0	.00	0	.00	0	.00	0
91-52	SELF INSURANCE FUND 520	0	.00	0	0	.00	0	.00	0	.00	0
91-53	HEALTH INSURANCE FUND 530	67544	.00	0	135088	.00	0	.00	405266	405266.00	0
91 **	INTERFUND TRANSFER	1287521	441667.00	34	9828474	4305939.00	44	.00	14978563	10672624.00	29
95-01	6% ILO FRANCHISE FEE	115670	115670.00	100	925360	925360.00	100	.00	1388042	462682.00	67
95 **	NONOPERATING	115670	115670.00	100	925360	925360.00	100	.00	1388042	462682.00	67
FUND 421	TOTAL ********* WATER/SEWER ENTERPRISE	7405775	2755688.86	37	58354204	29541306.33	51	25015795.73	87978293	33421190.94	62
GRAND	TOTAL *********	7405775	2755688.86	37	58354204	29541306.33	51	25015795.73	87978293	33421190.94	62

FY 2016 Budget by Classification Report - Summary Listing

Through 5/31/2016

Target for May is 67%

FUND 423 - STORMWATER FUND

	Amended Budget	YTD Encumbrances	YTD Actual Transactions	Budget - YTD Transactions	% Used/Rec'd
REVENUE					
CHARGES FOR SERVICES	$ 1,317,995		$ 931,508.98	$ 386,486.02	71%
MISCELLANEOUS	$ 52,000		$ 8,390.32	$ 43,609.68	16%
OTHER SOURCES (NON-REVENUE)	$ 1,427,440		$ -	$ 1,427,440.00	0%
REVENUE TOTALS	**$ 2,797,435**	**$ -**	**$ 939,899.30**	**$ 1,857,535.70**	**34%**
EXPENSE					
SALARIES AND BENEFITS	$ 560,256	$ -	$ 319,523.19	$ 240,732.81	57%
OPERATING EXPENDITURES	$ 471,179	$ 117,189.45	$ 109,998.38	$ 243,991.17	48%
CAPITAL OUTLAY	$ 1,747,250	$ 227,326.70	$ 372,469.04	$ 1,147,454.26	34%
OTHER SOURCES (NON-REVENUE)	$ 18,750	$ -	$ -	$ 18,750.00	0%
EXPENSE TOTALS	**$ 2,797,435**	**$ 344,516.15**	**$ 801,990.61**	**$ 1,650,928.24**	**41%**
REVENUE TOTALS	**$ 2,797,435**	**$ -**	**$ 939,899.30**	**$ 1,857,535.70**	**34%**
EXPENSE TOTALS	**$ 2,797,435**	**$ 344,516.15**	**$ 801,990.61**	**$ 1,650,928.24**	**41%**
	$ -	**$ (344,516.15)**	**$ 137,908.69**		

CITY OF COCOA, FLORIDA

FUND 423 STORMWATER UTILITY

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
330		INTERGOVERNMENTAL REVENUE								
331		FEDERAL GRANTS								
39	10	FED GRANT -TRANSPORTATION	0	.00		0	.00		0	.00
331	**	FEDERAL GRANTS	0	.00		0	.00		0	.00
337		GRANTS FROM LOCAL UNITS								
30	00	PHYSICAL ENVIRONMENT	4,166	.00		33,328	.00		50,000	50,000.00
337	**	GRANTS FROM LOCAL UNITS	4,166	.00		33,328	.00		50,000	50,000.00
330	***	INTERGOVERNMENTAL REVENUE	4,166	.00		33,328	.00		50,000	50,000.00
340		CHARGES FOR SERVICES								
343		PHYSICAL ENVIRONMENT								
39	05	NSF CHECKS	0	.00		0	.00		0	.00
91	00	STORMWATER FEES	109,832	110,798.03	101	878,656	931,508.98	106	1,317,995	386,486.02
91	10	EARNED NOT BILLED	0	.00		0	.00		0	.00
91	*	STORMWATER FEES	109,832	110,798.03	101	878,656	931,508.98	106	1,317,995	386,486.02
343	**	PHYSICAL ENVIRONMENT	109,832	110,798.03	101	878,656	931,508.98	106	1,317,995	386,486.02
340	***	CHARGES FOR SERVICES	109,832	110,798.03	101	878,656	931,508.98	106	1,317,995	386,486.02
360		MISCELLANEOUS REVENUES								
361		INTEREST AND OTHR EARNING								
10	00	INTEREST	166	125.00	75	1,328	2,166.22	163	2,000	166.22-
10	10	SBA	0	.00		0	.00		0	.00
10	*	INTEREST	166	125.00	75	1,328	2,166.22	163	2,000	166.22-
20	00	DIVIDENDS	0	.00		0	9.58		0	9.58-
38	00	NET INC/DEC-FMV INVESTMNT	0	.00		0	285.48-		0	285.48
361	**	INTEREST AND OTHR EARNING	166	125.00	75	1,328	1,890.32	142	2,000	109.68
364		DISPOSITION FIXED ASSETS								
00	00	DISPOSITION FIXED ASSETS	0	.00		0	6,500.00		0	6,500.00-
364	**	DISPOSITION FIXED ASSETS	0	.00		0	6,500.00		0	6,500.00-
365		SALES OF SURPLUS SCRAP								
00	00	SALES OF SURPLUS SCRAP	0	.00		0	.00		0	.00
365	**	SALES OF SURPLUS SCRAP	0	.00		0	.00		0	.00
369		OTHER MISC REVENUES								
90	00	OTHER MISC REVENUES	0	.00		0	.00		0	.00

FUND 423 STORMWATER UTILITY

ACCOUNT	ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	%REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
360	MISCELLANEOUS REVENUES								
369	OTHER MISC REVENUES								
369 **	OTHER MISC REVENUES	0	.00		0	.00		0	.00
360 ***	MISCELLANEOUS REVENUES	166	125.00	75	1,328	8,390.32	632	2,000	6,390.32-
380	OTHER SOURCES(NON-REV)								
381	INTERFUND TRANSFER								
91 01	GENERAL FUND (001)	0	.00		0	.00		0	.00
91 21	WATER SEWER FUND (421)	0	.00		0	.00		0	.00
91 *	TRANSFER FROM	0	.00		0	.00		0	.00
381 **	INTERFUND TRANSFER	0	.00		0	.00		0	.00
389	NON OPERATING SOURCES								
90 00	OTHER NONOPERATING SOURCE	0	.00		0	.00		0	.00
99 10	CASH CARRY FORWARD	0	.00		0	.00		0	.00
99 50	FUND BAL-APPROP. RESERVES	118,953	.00		951,624	.00		1,427,440	1,427,440.00
99 *	BALANCE FORWARD	118,953	.00		951,624	.00		1,427,440	1,427,440.00
389 **	NON OPERATING SOURCES	118,953	.00		951,624	.00		1,427,440	1,427,440.00
380 ***	OTHER SOURCES(NON-REV)	118,953	.00		951,624	.00		1,427,440	1,427,440.00
FUND TOTAL	STORMWATER UTILITY	233,117	110,923.03	48	1,864,936	939,899.30	50	2,797,435	1,857,535.70

REPORT SELECTIONS

Fiscal year . . . . . : 2016
Fund . . . . . : 423
All Departments
All Divisions
Suppress accounts with zero balances . . . . : N

FUND 423 STORMWATER UTILITY

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
12-00	REGULAR SALARIES & WAGES	23697	25349.63	107	190116	188101.21	99	.00	284902	96800.79	66
12-10	SALARY ADJUSTMENTS	0	.00	0	0	.00	0	.00	0	.00	0
12-11	LEAVE INCENTIVE SELL BACK	0	.00	0	0	.00	0	.00	0	.00	0
12-12	ACCRUAL PAYOUTS	135	.00	0	540	1081.74	200	.00	1082	.26	100
12 **	REGULAR SALARIES & WAGES	23832	25349.63	106	190656	189182.95	99	.00	285984	96801.05	66
13-00	OTHER SALARIES & WAGES	8050	3011.20	37	64400	22433.45	35	.00	96609	74175.55	23
13 **	OTHER SALARIES & WAGES	8050	3011.20	37	64400	22433.45	35	.00	96609	74175.55	23
14-00	OVERTIME	41	149.12	364	328	615.54	188	.00	500	115.54-	123
14-01	COMP TIME	0	.00	0	0	.00	0	.00	0	.00	0
14 **	OVERTIME	41	149.12	364	328	615.54	188	.00	500	115.54-	123
15-00	SPECIAL PAY	0	.00	0	0	.00	0	.00	0	.00	0
15 **	SPECIAL PAY	0	.00	0	0	.00	0	.00	0	.00	0
20-00	CLOTHING/SHOE ALLOWANCE	41	55.00	134	328	165.00	50	.00	495	330.00	33
20 **	CLOTHING/SHOE ALLOWANCE	41	55.00	134	328	165.00	50	.00	495	330.00	33
21-00	FICA TAXES	2494	2032.66	82	19952	15220.99	76	.00	29939	14718.01	51
21 **	FICA TAXES	2494	2032.66	82	19952	15220.99	76	.00	29939	14718.01	51
22-00	RETIREMENT CONTRIBUTIONS	2882	2411.24	84	23056	18250.20	79	.00	34584	16333.80	53
22-01	POLICE/FIRE	0	.00	0	0	.00	0	.00	0	.00	0
22 **	RETIREMENT CONTRIBUTIONS	2882	2411.24	84	23056	18250.20	79	.00	34584	16333.80	53
23-00	LIFE/HEALTH INSURANCE	5590	6873.86	123	44720	46307.07	104	.00	67089	20781.93	69
23-03	CONTRA CIGNA SAVINGS	0	.00	0	0	.00	0	.00	0	.00	0
23-99	OPEB HEALTH EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
23 **	LIFE/HEALTH INSURANCE	5590	6873.86	123	44720	46307.07	104	.00	67089	20781.93	69
24-00	WORKER'S COMPENSATION	3074	2155.86	70	24592	23307.99	95	.00	36896	13588.01	63
24 **	WORKER'S COMPENSATION	3074	2155.86	70	24592	23307.99	95	.00	36896	13588.01	63

FUND 423 STORMWATER UTILITY

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE******* BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
26-00	OPEB HEALTH EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
26 **	OPEB HEALTH EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
27-00	CAFETERIA PLAN	680	680.00	100	5440	4040.00	74	.00	8160	4120.00	50
27 **	CAFETERIA PLAN	680	680.00	100	5440	4040.00	74	.00	8160	4120.00	50
31-00	PROFESSIONAL SERVICES	11208	.00	0	89664	10904.00	12	97674.50	134500	25921.50	81
31-01	LEGAL EXPENSES	83	.00	0	664	.00	0	.00	1000	1000.00	0
31-33	EMPLOYEE HEALTH CENTER	488	129.78	27	3904	2492.14	64	3366.86	5859	.00	100
31 **	PROFESSIONAL SERVICES	11779	129.78	1	94232	13396.14	14	101041.36	141359	26921.50	81
34-00	CONTRACT SERVICES	416	.00	0	3328	1934.98	58	.00	5000	3065.02	39
34-10	COST OF GENERAL FUND SVCS	4759	4759.00	100	38072	38072.00	100	.00	57111	19039.00	67
34 **	CONTRACT SERVICES	5175	4759.00	92	41400	40006.98	97	.00	62111	22104.02	64
39-00	CONTINGENCY	8291	.00	0	66328	.00	0	.00	99500	99500.00	0
39 **	CONTINGENCY	8291	.00	0	66328	.00	0	.00	99500	99500.00	0
40-00	TRAVEL & PER DIEM	183	264.68	145	1464	639.68	44	.00	2200	1560.32	29
40 **	TRAVEL & PER DIEM	183	264.68	145	1464	639.68	44	.00	2200	1560.32	29
41-00	COMMUNICATION	180	.00	0	1440	484.52	34	1015.48	2160	660.00	69
41 **	COMMUNICATION	180	.00	0	1440	484.52	34	1015.48	2160	660.00	69
42-00	POSTAGE & FREIGHT	125	25.00	20	1000	565.60	57	120.00	1500	814.40	46
42 **	POSTAGE & FREIGHT	125	25.00	20	1000	565.60	57	120.00	1500	814.40	46
43-00	ELECTRIC/WATER/SEWER	1500	891.90	60	12000	6820.07	57	9395.12	18000	1784.81	90
43 **	ELECTRIC/WATER/SEWER	1500	891.90	60	12000	6820.07	57	9395.12	18000	1784.81	90
44-00	RENTALS AND LEASES	526	75.55	14	4208	679.95	16	226.65	6310	5403.40	14
44 **	RENTALS AND LEASES	526	75.55	14	4208	679.95	16	226.65	6310	5403.40	14
45-00	INSURANCE	599	.00	0	4792	5270.91	110	.00	7191	1920.09	73
45 **	INSURANCE	599	.00	0	4792	5270.91	110	.00	7191	1920.09	73

FUND 423 STORMWATER UTILITY

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
46-00	REPAIRS & MAINTENANCE	3666	4695.01	128	29328	17360.03	59	3382.39	44000	23257.58	47
46-02	REPAIR/MAINT BUILDING	0	.00	0	0	.00	0	.00	0	.00	0
46-03	REPAIR/MAINT-VEHICLES	2011	6805.04	338	16088	17323.36	108	.00	24135	6811.64	72
46-15	INSURED VEHICLE ACCIDENT	0	.00	0	0	.00	0	.00	0	.00	0
46 **	REPAIRS & MAINTENANCE	5677	11500.05	203	45416	34683.39	76	3382.39	68135	30069.22	56
47-00	PRINTING & BINDING	0	.00	0	0	.00	0	.00	0	.00	0
47 **	PRINTING & BINDING	0	.00	0	0	.00	0	.00	0	.00	0
49-00	OTHER CHARGES & OBLIG.	597	.00	0	4776	125.63	3	197.57	7175	6851.80	5
49-07	BAD DEBT EXPENSE	833	114.68-	14-	6664	10802.58-	162-	.00	10000	20802.58	108-
49 **	OTHER CHARGES & OBLIG.	1430	114.68-	8-	11440	10676.95-	93-	197.57	17175	27654.38	61-
52-00	OPERATING SUPPLIES	1195	1593.96	133	9560	5962.46	62	1224.92	14350	7162.62	50
52-07	JANITORIAL SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
52-30	FUEL OIL & LUBRICANTS	2172	.00	0	17376	8619.55	50	.00	26065	17445.45	33
52-33	EMPLOYEE HEALTH CENTER	110	.00	0	880	737.04	84	585.96	1323	.00	100
52 **	OPERATING SUPPLIES	3477	1593.96	46	27816	15319.05	55	1810.88	41738	24608.07	41
53-00	ROAD MATERIALS/SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
53 **	ROAD MATERIALS/SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
54-00	MEMBERSHIP/PUBLICATIONS	66	.00	0	528	522.59	99	.00	800	277.41	65
54 **	MEMBERSHIP/PUBLICATIONS	66	.00	0	528	522.59	99	.00	800	277.41	65
55-00	TRAINING	250	399.00	160	2000	2286.45	114	.00	3000	713.55	76
55 **	TRAINING	250	399.00	160	2000	2286.45	114	.00	3000	713.55	76
59-00	DEPRECIATION	0	.00	0	0	.00	0	.00	0	.00	0
59 **	DEPRECIATION	0	.00	0	0	.00	0	.00	0	.00	0
61-00	LAND	12500	.00	0	20000	20000.00	100	.00	70000	50000.00	29
61 **	LAND	12500	.00	0	20000	20000.00	100	.00	70000	50000.00	29

FUND 423 STORMWATER UTILITY

ELE OBJ	ACCOUNT DESCRIPTION	******MONTH-TO-DATE****** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
63-00	INFRASTRUCTURE	117283	.00	0	1018264	162821.04	16	227326.70	1487400	1097252.26	26
63 **	INFRASTRUCTURE	117283	.00	0	1018264	162821.04	16	227326.70	1487400	1097252.26	26
64-00	MACHINERY & EQUIPMENT	15820	.00	0	126560	189648.00	150	.00	189850	202.00	100
64-15	IT HARDWARE	0	.00	0	0	.00	0	.00	0	.00	0
64 **	MACHINERY & EQUIPMENT	15820	.00	0	126560	189648.00	150	.00	189850	202.00	100
69-99	PROPRIETARY FUND	0	.00	0	0	.00	0	.00	0	.00	0
69 **	CONTRA FIXED ASSET	0	.00	0	0	.00	0	.00	0	.00	0
72-00	DEBT SERVICE - INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
72 **	DEBT SERVICE - INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
91-01	TRANSFER TO GEN FUND 001	1562	.00	0	12496	.00	0	.00	18750	18750.00	0
91-21	WATER SEWER 421	0	.00	0	0	.00	0	.00	0	.00	0
91-30	GF CAPITAL PROJECTS 301	0	.00	0	0	.00	0	.00	0	.00	0
91 **	INTERFUND TRANSFER	1562	.00	0	12496	.00	0	.00	18750	18750.00	0
FUND 423	TOTAL ********* STORMWATER UTILITY	233107	62242.81	27	1864856	801990.61	43	344516.15	2797435	1650928.24	41
GRAND	TOTAL *********	233107	62242.81	27	1864856	801990.61	43	344516.15	2797435	1650928.24	41

Legislation Details (With Text)

File #:	16-259	**Version:**	1	**Name:**	
Type:	Informational Item			**Status:**	Agenda Ready
File created:	6/13/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	Review The Employee Health Center usage report provided by CareATC. (Administrative Services Director)				
Sponsors:					
Indexes:	Health Center				
Code sections:					
Attachments:	Copy of Cocoa May 2016 Dashboard				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 13, 2016
Agenda Date: June 28, 2016
Prepared By: Patsy Porter, Human Resources Coordinator
Through: Tammy Gemmati, Administrative Services Director
Requested Action:
Review The Employee Health Center usage report provided by CareATC.

BACKGROUND:

The Employee Health Center is a benefit at no cost to the employee that provides for primary health care, pre-packaged generic prescriptions, and lab services. The model of the center focuses on primary and preventive care with the goal of reducing claims on the City's medical plan. Provided is the utilization report that covers the timeframe during the month of May, there were 379 usage encounters with a total of 279 prescriptions dispensed. Forty-one (41) chronic diseases were also identified during this time period.

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STRATEGIC PLAN CONNECTION:

Offering the Employee Health Center as an employee benefit aids in retaining qualified employees and helps contain the City's health care costs which aids in the City's financial sustainability goals.

BUDGETARY IMPACT:

Budgeted	N/A
If not budgeted, is amendment/transfer attached?	N/A

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Information item only.

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Cocoa Health Center Usage Dashboard Total Since Inception

						Chronic Disease Management										
	Total Encounters	Unique Visitors*	Unique Employees	Unique Dependents	No Shows	Diabetes	Cholesterol	Blood Pressure	Obesity	Tobacco Use		Chronic Visits	Chronic Diagnosis	PHA Reviews	PHAs	RX Dispensed
Total	**5,469**	**541**	**427**	**114**	**327**	**200**	**317**	**467**	**260**	**78**		**891**	**1,291**	**387**	**486**	**4,729**

** Unique visit: Number of individual patients that have visited the Health Center since opening (a single unique visitor may have had multiple appointments)*

City of Cocoa
Health Center Usage Dashboard Year 2

						Chronic Disease Management										
	Total Encounters	Unique Visitors*	Unique Employees	Unique Dependents	No Shows	Diabetes	Cholesterol	Blood Pressure	Obesity	Tobacco Use	Unique Chronic	Chronic Visits	Chronic Diagnosis	PHA Reviews	PHAs	RX Dispensed
Year Two Health Fair PHAs July 2015															114	
Sep-15	316	162	143	19	22	11	19	18	31	2	50	63	81	33	21	207
Oct-15	372	156	133	23	25	7	17	25	21	0	45	70	39	39	26	385
Nov-15	284	153	126	27	17	20	14	30	12	0	32	41	76	2	2	179
Dec-15	275	152	120	32	17	8	10	30	7	1	24	32	56	5	3	213
Jan-16	254	144	112	32	9	10	7	9	7	2	26	28	35	3	6	218
Feb-16	319	131	96	35	11	16	8	28	15	0	22	28	67	2	1	259
Mar-16	362	182	141	41	22	10	13	27	11	0	28	34	61	3	7	359
Apr-16	368	177	142	35	15	10	17	56	12	1	37	41	96	2	0	417
May-16	379	167	136	31	18	7	7	49	9	7	35	41	79	3	1	279
Total	**2,929**				**156**	**99**	**112**	**272**	**125**	**13**		**378**	**590**	**92**	**181**	**2,516**

** Unique visit: Number of individual patients that have visited the Health Center each month (a single unique visitor may have had multiple appointments)*

City of Cocoa
Health Center Usage Dashboard Year 1

						Chronic Disease Management										
	Total Encounters	Unique Visitors*	Unique Employees	Unique Dependents	No Shows	Diabetes	Cholesterol	Blood Pressure	Obesity	Tobacco Use	Unique Chronic	Chronic Visits	Chronic Diagnosis	PHA Reviews	PHAs	RX Dispensed
Year One Health Fair PHAs July 2014															134	
Sep-14	146	100	90	10	6	12	22	20	10	7	32	37	71	33	38	71
Oct-14	248	148	130	18	16	8	30	33	5	9	52	59	85	72	16	186
Nov-14	168	114	92	22	16	5	14	13	10	5	35	36	47	23	16	120
Dec-14	183	92	74	18	15	5	17	17	6	5	34	37	50	20	11	170
Jan-15	219	96	85	11	12	4	22	14	11	6	37	45	57	18	14	119
Feb-15	185	93	80	13	14	7	11	10	12	3	30	33	43	9	9	183
Mar-15	238	96	83	13	10	7	16	10	14	7	34	41	54	4	7	229
Apr-15	238	88	70	18	12	11	13	18	11	1	28	38	54	2	5	264
May-15	239	86	73	13	27	7	8	15	14	6	30	40	50	2	6	194
Jun-15	197	114	93	21	9	7	4	7	6	5	18	23	29	1	3	205
Jul-15 Added 4 hrs	276	119	102	17	22	15	17	17	10	5	40	50	64	41	21	284
Aug-15	203	177	150	27	12	13	31	21	26	6	63	74	97	70	25	188
Total	**2,540**				**171**	**101**	**205**	**195**	**135**	**65**		**513**	**701**	**295**	**305**	**2213**

** Unique visit: Number of individual patients that have visited the Health Center each month (a single unique visitor may have had multiple appointments)*

Legislation Details (With Text)

File #:	16-267	**Version:**	1	**Name:**	
Type:	Informational Item			**Status:**	Agenda Ready
File created:	6/16/2016			**In control:**	City Council
On agenda:	6/28/2016			**Final action:**	
Title:	New local business tax receipts. (Community Services Director)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	6-28-16 New local business tax receipts.pdf				

Date	Ver.	Action By	Action	Result

CITY COUNCIL AGENDA ITEM

Memo Date: June 16, 2016
Agenda Date: June 28, 2016
Prepared By: T. Scott Davis, MCP, Building Official
Through: Steven P. Belden, AICP, Community Services Director
Requested Action:
New local business tax receipts

BACKGROUND:

Attached City Council will find a report identifying recipients of new local business tax receipts (occupational licenses) for June 2, 2016 - June 16, 2016. Please keep in mind that some may represent businesses that let their business tax receipt (occupational license) expire and subsequently applied for a new local business tax receipt.

STRATEGIC PLAN CONNECTION:

None.

BUDGETARY IMPACT:

None.

PREVIOUS ACTION:

None.

RECOMMENDED MOTION:
None, this is an information agenda item.

LIC #	BUSINESS NAME / BUSINESS ADDRESS	ISSUED	TYPE	CLASSIFICATION	BUS PHONE #
16-00007413	INDEPENDENT WELDING AND MACHIN 2972 OXBOW CIR COCOA FL 32926	6/08/16	NEW	Fabricated Metal Product Manufacturi	321-794-8750
16-00007412	RIVERSIDE SIGNS 1050 N COCOA BLVD COCOA FL 32922-0008	6/07/16	NEW	Professional, Scientific, and Tech S	321-261-9035
16-00007414	R97, LLC 1909 N COCOA BLVD COCOA FL 32922	6/10/16	NEW	Real Estate	415-885-9042