MINUTES
City of Cocoa
Regular Meeting of The City Council

May 13, 2020

A Regular City Council Meeting was held on Wednesday, May 13, 2020, in Cocoa City Hall, in City Council Chambers, located at 65 Stone Street, in Cocoa, Florida, 32922, as publicly noticed.

I. Opening Matters:

Mayor Williams called the meeting to order at 10:03 a.m.

Chief Lamm provided the invocation and Deputy Mayor Goins led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

The City Clerk took the roll.

PRESENT:	Jake Williams, Jr.	Mayor
	James Goins	Deputy Mayor
	Don Boisvert	Councilmember (via phone)
	Lorraine Koss	Councilmember
	Brenda Warner	Councilmember
	Anthony Garganese	City Attorney (via phone)
	Matt Fuhrer	Interim City Manager
	Carie Shealy	City Clerk

OTHER STAFF MEMBERS PRESENT:

Tammy Gemmati, Administrative Services Director; Jack Walsh, Utilities Director; Michael Cantaloupe, Chief of Police; Jonathan Lamm, Fire Chief; Samantha Senger, Public Relations Specialist/Assistant to the City Manager; Bryant Smith, Public Works Director; Rebecca Bowman, Finance Director; Nancy Bunt, Community Services Director; and LeShawn Hinton, Helpdesk Support Tech.

II. Approval of Agenda And Minutes:

1. Agenda: Regular Meeting of May 13, 2020 (20-239)

It was requested that the agenda be amended by the following: Remove Item VI.3 from Consent agenda, Move Consent Item VI.2 to City Business IX.2,

and add two items under Multi-Year Agreements, which would be Items IX.7 & IX.8.

* **MOTION by Councilmember Koss; Seconded by Councilmember Warner, to approve the Agenda as amended for the Regular meeting of May 13, 2020.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

2. Minutes: (a) Emergency Meeting of April 2, 2020 (20-226)
(b) Regular Meeting of April 8, 2020 (20-227)
(c) Special Meeting of April 14, 2020 (20-234)
(d) Regular Meeting of April 22, 2020 (20-245)

* **MOTION by Councilmember Warner; Seconded by Deputy Mayor Goins, to approve the Minutes as listed above as written.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

III. Awards and Presentations:

1. Proclamation: Proclaiming the Week of May 17-23, 2020 as "National Public Works Week". (20-235). (Public Works Director)

Mr. Smith read the proclamation into the record.

IV. Delegations:

None.

V. Reports:

Ms. Senger read a report from Ms. Hawkins-Smith at the Playhouse, 2130 Michigan Avenue, Cocoa. They were essentially asking for approval to complete performances for "Into the Woods" and would adhere to any further emergency orders from the State or the City. If they could open on May 28th they could strategize how to continue operating under these circumstances.

Chief Lamm provided a brief overview of COVID-19. Currently there are 346 cases in Brevard County and as of today there have been 9 deaths. There are 49 cases in Cocoa and he stressed that is determined by zip code, not just the city limits. The City was continuing to be vigilant with social distancing efforts. He

further added that Ms. Gemmati was working with CareATC regarding testing for employees. They are continuing to keep everyone safe and want employees to feel safe as well.

Chief Cantaloupe reminded all that there is a Crime Watch meeting at Pine Grove Park at 5:30 p.m. tomorrow night.

He mentioned that it was National Peace Officers Week and requested that if anyone comes in contact with an officer to please thank them.

Ms. Bowman advised that Customer Service has been reaching out to customers in order to set up payment plans. Most are not wanting to set up plans and they have only set up five so far. A video has been published urging customers to set up payment plans and how to get in touch with Customer Service and this information is also on the utility bill. They are on schedule to begin disconnections for non-payment on June 2nd.

Ms. Gemmati provided an update on the City Manager recruitment. She pointed out that all of Council should have received an email with the recruitment brochure. They are still working on the final product but hope to have it sent out by Friday. There was still time for their feedback.

Interim City Manager Fuhrer followed up on shut off's and late fees and reminded Council that this had been previously authorized a month beyond the Safer At Home Order.

Additionally, City facilities are currently closed to public access and he suggested that they continue with these closures until the Governor issues Phase 2. Public Meetings will also be included in Phase 2. There will be no more than fifty people allowed in public meetings. He stressed that the timing of all of this was hard to estimate, but he would like a consensus on the re-opening so that this could be implemented as soon as it was announced. They were anticipating it to happen this coming Monday, but that might not be the case.

Councilmember Warner had no objection to following state guidelines.

Interim City Manager Fuhrer mentioned that Cocoa was unique due to the amount of customers who come to pay their water bill.

He further spoke about the July 4th event and that staff needed to communicate with the vendor regarding the ordering of fireworks. The City of Orlando canceled their event at the fountain.

Mayor Williams felt that with 900 new cases in the State he does not see how we could control the crowds and he could see the numbers doubling before the event.

Councilmember Warner believed that if the Port and other surrounding cities do not have their event they will all come here and it would put employees at risk as well.

Interim City Manager Fuhrer advised that no information has been received from the surrounding cities but they all use the same vendor.

Councilmember Warner was not in favor of holding the event.

Deputy Mayor Goins would like further direction from staff and directors on how they feel about the reopening. He was not in favor of July 4th and voiced his concerns regarding the event.

Chief Lamm agreed there were several valid points noted. He pointed out the theme park closures and Orlando's cancellation of their July 4th event. These are not easy decisions and from a healthcare perspective, we are in a pandemic. People will come to Cocoa if all others cancel and it could put public safety officers and other employees at risk as well as the public.

Chief Cantaloupe pointed out that he does not have the resources to enforce social distancing at an event that large. They would be looking at bringing in a National Guard Troop, etc. He believed that with other measures the City has taken to control things during this time, having an event like this would send the wrong message and have other implications.

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to cancel the July 4th event.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

Deputy Mayor Goins requested that the press release be checked for correctness and in response, Interim City Manager Fuhrer assured him that they would work with other cities when putting out the message.

Interim City Manager Fuhrer mentioned the request from the Cocoa Village Playhouse as to let them open now or not. Playhouses are listed in Phase 2 of the Governor's plan, at a 75% capacity, so they would likely be included at that time. If he initiates Phase 2 by May 28th then they could start planning for the future.

Further discussion was held on the playhouse and the reopening of the Village.

Councilmember Warner felt that as long as they complied with the Governor's order then she had no issue with letting them do what they needed to in order to get ready.

IT WAS A CONSENSUS AMONG COUNCIL TO ALLOW THEM TO REOPEN AS LONG AS THEY COMPLY WITH THE GOVERNOR'S ORDER.

Councilmember Warner announced that she was getting beat up about the public's inability to watch and listen to meetings. You cannot hear due to the feedback. There has to be a better way and she asked IT to work on the issue.

Interim City Manager Fuhrer advised that they had been working with vendors to get these issues worked out.

Councilmember Koss spoke about emails from Mr. Green regarding the budget workshop and agreed that there was an issue. In response, Interim City Manager Fuhrer mentioned that it was the audio signal getting to the feed. They are working on stitching the presentation into the video so that it can be seen.

Councilmember Koss revisited the idea of an agenda review meeting. She explained the reasoning as to why she believes this was a good idea. It would be a meeting where staff and Council would be together to ask questions, explain, etc. before a meeting, it would provide more transparency to the public, and it would allow for more public participation and presentations at actual Council meetings.

Councilmember Koss made a motion to ask staff to bring back information in regards to this; however, Mayor Williams believed a consensus would be fine. He noted he knows it worked for some cities but would like more information.

Councilmember Warner noted that if she has a question she will get the answer before the meeting. She would like feedback from directors and the Interim City Manager as to how this would effect their workflow and staff time.

In response, Interim City Manager Fuhrer pointed out that it would modify the whole agenda process, as far as when it is completed and when it was given to Council.

Deputy Mayor Goins asked why Councilmember Koss believed this was important.

In response, she felt that it would provide an opportunity for Council to talk with each other before meetings in regards to items. She is often informed by

questions of other Council members and she felt that this would also change the way that Council looked at items and that the meetings would flow better. She believed that there were some inefficiencies with all members meeting with the Interim City Manager individually. Another reason would be additional transparency.

Deputy Mayor Goins stated that as a citizen coming to meetings he was always confused as to why things were approved. He did not want to get to a point where Council has met two days prior to a meeting and then changes their mind on an item.

Mayor Williams provided an example which related to the Jackson Street project. Council each met with staff and come to find out they were not all told the same story so there was a conflict at the Council meeting.

Councilmember Warner pointed out that sometimes it is the perception of what or the way you heard something, so you are not necessarily being told different things.

It was determined that staff would bring back information on this request.

Mayor Williams thanked the Police and Fire departments for helping with Capt. Ed's 95th birthday parade.

There was a request received for a Tree City USA proclamation and that was being done.

In closing, he thanked everyone at Time Out for the food served on Mother's Day along with all of the others who are distributing food throughout the City. He was very thankful for the support and help. He thanked all of the City staff as well.

VI. Consent Agenda:

1. Approve Task Order 2020-10 with Jacobs Engineering Group (Jacobs) to Assist the Dyal Water Treatment Plant (WTP) to Support the Supervisory Control and Data Acquisition (SCADA) System; Approve a Resolution Amending the FY2020 Budget, BAF # 20-059-T. (20-224). (Utilities Director)

~~2. Approve a Resolution amending the FY20 Budget and corresponding Budget Amendment Form # 20-064-A accepting receipt of $67,189 reimbursement for the Save Our Indian River Lagoon (SOIRL) cost-share funding increase for the Church Street Baffle Box Project. (20-237). (Public Works Director)~~

- **This item was Moved to City Business IX.2.**

3. ~~Approval of City Manager recruitment materials developed by Mercer Group, Inc. (20-248). (Administrative Services Director)~~

- **This item was Removed from the Agenda.**

4. Approve a Resolution Waiving the Competitive Bidding Process for the Purpose of Purchasing Services from DP Development, LLC, Palm Springs, Florida, to Relocate 16" AC Water Main as part of Florida Department of Transportation Project E5Z88 - 16" Water Main Deflection. (20-251). (Utilities Director)

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

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

VII. Public Hearings:

1. Conduct a Public Hearing to review the real property inventory list and approve a Resolution identifying certain real property within the City to which the City holds fee simple title that is appropriate for permanent affordable housing. (20-228)

Ms. Bunt presented this item and noted that Florida Statutes Section 166.0451, provides that by July 1, 2007 and every three years after, each municipality shall prepare an inventory list of all real property within its jurisdiction to which the municipality holds fee simple title that is appropriate to use as affordable housing.

The inventory list must include the address and legal description of each property and specify whether the property is vacant or improved. The governing body of the municipality must then review the inventory list at a public hearing and may revise the list at the conclusion of the public hearing.

Ms. Bunt provided examples of the properties listed and pointed out that there was some interest in some of the parcels. All of those would come back to City Council.

Councilmember Warner mentioned that she spoke about non-profits and if this had been done in the past with Habitat for Humanity. Ms. Bunt responded in the affirmative and provided a list of those that the City works with. Councilmember Warner asked if any of those had shown interest.

Councilmember Koss asked how there are so many. In response, Ms. Bunt pointed out that the City purchased the Michael C. Blake subdivision, and some go up for tax sales and when they are not sold they revert back to the City. she was also directed to look at those properties with code liens and if there was no one active on the property we could acquire those as well.

Councilmember Koss spoke about the Master Park Plan and two of the properties were in her district. Both areas do not have adequate parks. She asked if there was time to look at that. Ms. Bunt answered in the affirmative and explained how that process would work.

Discussion was held on some other properties not on the list. Ms. Bunt explained the reasonings behind those properties and the Mayor spoke of interest of some of the lots.

Mayor Williams opened the hearing to the public.

There being no response, the public portion of the hearing was closed.

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

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

2. Conduct a Public Hearing to amend the FY 2019/2020 CDBG Action Plan to allocate Community Development Block Grant Coronavirus (CDBG-CV) funds and add activities in accordance with the City's CDBG Citizen Participation Plan; authorize submission of the substantial amendment to the U.S. Department of Housing and Urban Development (HUD); and authorize the Mayor to sign all subsequent certifications and agreements related to CDBG-CV. (20-242). (Community Services Director)

Ms. Bunt provided a background on this item and pointed out that this has been advertised and a waiver was requested. Staff does not have the exact information at this time as to what the funds will be used for, but they have to close the 2019 plan in order to do this. Once money is received staff will bring this back to Council to finalize.

The funds would be used to expand currently funded Public Services agencies, with already identified eligible services through CDBG. Additionally, a portion of the funding would assist and be used for housing activities providing rental and

mortgage assistance which would benefit low and moderate income persons that are vulnerable or at risk of homelessness.

Ms. Bunt reiterated that this just allows staff to amend the plan so that it can be closed out so that they can start the next plan.

Mayor Williams stated that he was aware of affects that this has had and asked about the Salvation Army and domestic violence. In response, Ms. Bunt pointed out that domestic violence rises during quarantine. They fund the Salvation Army for meals so it does allow them to buy food and protective equipment.

Mayor Williams asked if there was anything in place for rental and mortgage assistance. Ms. Bunt advised there would be something. They are not sure what the guidelines are at this point and would be better able to identify those once received.

Councilmember Koss asked about staffing for these programs and if Leisure Services staff could assist with this. Ms. Bunt advised that she would talk with the Interim City Manager about that idea.

Mayor Williams opened the hearing to the public.

Ms. Senger read e-comments into the record from Ms. Guylene Hill and Mr. David Brubaker, both with the Central Brevard Sharing Center[1].

There being no further comments, Mayor Williams closed the hearing to the public.

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to amend the FY 2019/2020 CDBG Action Plan to allocate Community Development Block Grant Coronavirus (CDBG-CV) funds and add activities in accordance with the City's CDBG Citizen Participation Plan; authorize submission of the substantial amendment to the U.S. Department of Housing and Urban Development (HUD); and authorize the Mayor to sign all subsequent certifications and agreements related to CDBG-CV.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

VIII. Council Business:

[1] EXHIBIT A: E-Comments received from Ms. Guylene and Mr. Brubaker with the Central Brevard Sharing Center

1. Consider the Reappointment of Bruce Gilmore, as a regular member of the Board of Adjustment, through May, 2023. (20-240). (Administrative Services Director)

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to approve the reappointment of Bruce Gilmore, as a regular member of the Board of Adjustment, through May, 2023.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

2. Consider the Removal of Mr. Jim McCarthy as the Citizen Representative for the Space Coast TPO Citizen Advisory Committee (CAC) and begin to accept applications for both a new Cocoa Citizen Representative and an Alternate member. (20-244). (Administrative Services Director)

Councilmember Koss stated that Mr. Greg Stoll had come forward regarding this position and would like to begin as soon as possible.

It was requested that this information be placed on social media and those interested submit a letter of interest to the City Clerk's office. This would give all of those interested a chance to submit their letter.

* **MOTION by Deputy Mayor Goins; Seconded by Councilmember Warner, to advertise the vacancies on social media. All letters of interest should be submitted to the City Clerk's office by the date noted on the notice.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

3. Accept the Comprehensive Annual Financial Report (CAFR) and the Audit Report for Fiscal Year 2019. (20-253). (Finance Director)

Ms. Bowman advised that Mr. Joel Knopp was attending via telephone and he would be providing a presentation[2] on the CAFR. He was with the auditing firm that conducted the audit.

Mr. Knopp explained the required communications between the City and the auditor and pointed out points of interest on some of the pages in the audit.

Ms. Bowman noted they all were provided bound copies of the audit.

[2] EXHIBIT B: Presentation: Required Auditor Communications Fiscal Year Ended September 30, 2019

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to Accept the Comprehensive Annual Financial Report (CAFR) and the Audit Report for Fiscal Year 2019.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

4. Approve the current Code Enforcement Lien for the residence located at 306 Loquat St. be reduced to $2358.09. (20-258). (Chief of Police)

Chief Cantaloupe provided a brief background on the Code case and mentioned that there were currently no violations on the property. It was staff's recommendation to reduce the lien to $2,358.09.

Deputy Mayor Goins knows the residents of this property and a lot of work has been done. Their plan is to redo the whole house and by Council approving this reduction it will help enhance the property.

Interim City Manager Fuhrer pointed out for the record that this reduction application did not go to the Code Board due to meeting schedules and COVID-19. This came straight to Council, whereas typically it would go to Code Board first and then the recommendation would be brought to Council.

* **MOTION by Councilmember Warner; Seconded by Deputy Mayor Goins, to approve the current Code Enforcement Lien for the residence located at 306 Loquat St. be reduced to $2358.09**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

IX. City Business:

1. Approve a Resolution revising the building permit fee schedule related to the issuance of building permits pursuant to the Florida Building Code and repealing Resolution 2013-037 in its entirety. (20-238). (Community Services Director)

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

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

2. Approve a Resolution amending the FY20 Budget and corresponding Budget Amendment Form # 20-064-A accepting receipt of $67,189 reimbursement for the Save Our Indian River Lagoon (SOIRL) cost-share funding increase for the Church Street Baffle Box Project. (20-237). (Public Works Director)

Councilmember Koss thanked Mr. Smith for going after the additional dollars for this baffle box project. She pointed out additional funding that had been received.

Mr. Smith advised that this was about a $300,000 project. He mentioned that Abby was the one to track down the funds.

* **MOTION by Councilmember Koss; Seconded by Councilmember Warner, to approve the item.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

Multi-Year Contracts:

3.~~2~~. Approve a Resolution Waiving the Competitive Bidding Process for the Purpose of Making a Sole Source Purchase of Services from Spectrum; To Execute a Multi-Year Spectrum Customer Service Order between the City of Cocoa and Charter Communications Operating, LLC on behalf of Spectrum. (20-201). (Utilities Director)

Mr. Walsh advised that this was providing hard fiber from our network at the police department to the water plant. It will fix some issues with speed as they have internet issues at the plant currently. He spoke of other avenues that were looked into and this was the best opportunity.

Interim City Manager Fuhrer added that we would have a wireless connection as well.

* **MOTION by Councilmember Koss; Seconded by Councilmember Warner to approve the item.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

4.~~3.~~ Approve the Resolution waiving the competitive bidding process by reason of single source for Esri, Inc., approve the multi-year Esri Small Municipal and County Government Enterprise Agreement, approve the multi-year Esri Small Utility Enterprise Agreement, and authorize the City Manager to approve and sign each of the license agreements pending City Council approval of the FY2021 budget. (20-225). (Interim City Manager)

Interim City Manager Fuhrer explained this item and pointed out that there were two multi-year agreements within the item. They were for Police/Fire and Utilities. This system will also tie into other software systems and will provide instructor led training as well.

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

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

5.~~4.~~ Approval of multi-year Work Experience Agreement between CareerSource Brevard and the City of Cocoa dated June 1, 2020 through September 1, 2023 which will allow youth participation in a paid employment program through grant funding; Authorize the City Manager and City Attorney to prepare and execute the Agreement consistent with this agenda item. (20-252). (Administrative Services Director)

Ms. Gemmati spoke on behalf of this item and mentioned that the program was called NextGen. This has been used in the past and it was a grant to help pay wages. Instead of the regular Cocoa Works Program, this is open to all who would like to be a summer intern.

They will be Cocoa residents and they are looking at various avenues to hold interviews and recruiting virtually.

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to approve the item.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

6. ~~5.~~ Approve a multi-year lease agreement with Sissine's Office Systems, Inc. for copiers under the terms and conditions of the U.S. Communities Ricoh and Canon contracts and authorize the City Manager to execute the U.S. Communities Product Schedule, U.S. Communities Master Lease Agreement, U.S. Communities Master Lease Agreement Addendum City of Cocoa, Florida, Sissine's Business Solutions Sales Order, and Sissine's Business Solutions Service Level Agreement. (20-254). (Interim City Manager)

Interim City Manager Fuhrer advised that the City currently has a lease for all of the copiers throughout City facilities. The current agreement expires this upcoming year, so other service providers were looked at in hopes of reducing costs. It will be a more modern system, provide a new level of security and will help with ADA compliance.

* **MOTION by Councilmember Koss; Seconded by Councilmember Warner, to approve the item.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

7. ~~6.~~ Approve Task Order 2020-08 with Jacobs Engineering Group, Inc. for Utility Privatization Services (Potable Water), Project No. WS16UP; To Approve as Multi-year Services from FY2020 through FY2021; To Approve a Resolution Amending the FY2020 Budget. (20-265). (Utilities Director)

Mr. Walsh explained this item in detail and advised that Mr. Burton had provided a presentation at yesterday's special meeting. He shared his concerns, pointing out that overall this item was challenging and one reason is because we would be competing in a private market. There are significant monies at risk for going after this proposal and as the Utilities Director he was conflicted as it proposes issues for how they operate in the future. He has concerns and he has expressed those.

Utilities relies heavily on HR, IT, and Finance to function so this could add another area that relies on them as well. All of this could complicate how business is done.

Mr. Walsh stressed that overall he was concerned. It is a challenge and while he does not like to run away from challenges, this was a big one. It would really change how business was done. From a cities' standpoint, there was definitely opportunity but he was concerned.

Councilmember Warner questioned if his concerns were from the Utilities directors' side or his engineering side where he liked to have facts. In response, he noted it was a little of both. The pro in all of this was that Cocoa was the incumbent utility, but to take on damaged infrastructure would be a challenge. There are a lot of issues to work out.

Councilmember Warner reiterated her concerns from the special meeting regarding the water quality at Patrick. She does not want those issues attributed to Cocoa.

Mayor Williams advised that he thought about this last night after the meeting and although it is a great opportunity, we would inherit some of the issues with contamination and other unknown problems that would come with their system. He feels it is a little too much for the City.

Mr. Walsh pointed out that what changed for him was accessing the water and making sure that our contract was protected. Councilmember Warner believed that was one of their initial concerns four years ago.

Deputy Mayor Goins thought there were too many unknowns and being in the construction business unknowns are scary.

Further discussion was held on other Utility projects.

Councilmember Koss thanked Mr. Walsh for his honest thoughts. Mr. Walsh mentioned it was hard because it was conflicting.

She advised that she had met with Mr. Burton and got an overview of opportunities. She was not opposed to taking risks but one thing that weighs on her decision was the shoreline and it being vulnerable to sea rise level. In 2019, they put it on the most vulnerable for climate change list of air force bases. In this climate, where the federal government is spending so much, we live under the threat of hyper-inflation and if you are under that nothing gets done. She was not sure of what protections could be built into the contract.

Attorney Garganese agreed that it would be a big challenge.

* **MOTION by Deputy Mayor Goins; Seconded by Councilmember Koss, NOT to approve the Task Order.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

8. ~~7.~~ Approve a Resolution Waiving the Competitive Bidding Process for the Purpose of Making a Sole Source Purchase of Modeling and Financial Assistance Services for Privatization Services with Raftelis Financial Consultants, Inc., East Palatka, Florida; Project No. WS16UP; To Approve as Multi-year Services from FY2020 through FY2021; To Approve a Resolution Amending the FY2020 Budget. (20-266). (Utilities Director)

Mr. Walsh announced that this was directly related to the item above and the Special meeting held on May 12, 2020.

Interim City Manager Fuhrer mentioned that based on conversation, in local government we deal with low risk and with this there was an inherent amount of risks. He felt that this was a prudent action as there is a tight timeline for submission. He further noted that the action that was taken last night and advised that they could retract the request for an extension.

* **MOTION by Councilmember Warner; Seconded by Councilmember Koss, to NOT approve this item.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

X. Informational Agenda:

1. Cocoa Police Department District Event Statistics for the month of March, 2020. (20-247). (Chief of Police)

Deputy Mayor Goins advised that Rockledge had gotten all of their lights changed to LED and asked if we were on the list. In response, Interim City Manager Fuhrer stated there was a conversation with FPL and they were in the process of coordinating with them under their former program, for our streets to be done. They will be doing it all over the city. City Council took action on this a couple of years ago for this to be completed.

Deputy Mayor Goins wanted to ensure that a light be placed at the corner of Fern. It is really dark and a light would provide more security. Interim City Manager

Fuhrer believes that prior action taken on this allowed the City to add additional lighting.

XI. Adjournment:

* **MOTION by Councilmember Boisvert; Seconded by Councilmember Warner, to adjourn the Regular meeting of May 13, 2020.**

AYES: Williams, Goins, Boisvert, Koss, Warner

THE MOTION CARRIED UNANIMOUSLY (5-0)

The meeting adjourned at 12:19 p.m.

Jake Williams, Jr., Mayor

ATTEST:

Carie Shealy, MMC, City Clerk

EXHIBIT A: E-Comments received from Ms. Guylene and Mr. Brubaker with the Central Brevard Sharing Center

Carie Shealy

From: Samantha Senger
Sent: Wednesday, May 13, 2020 11:16 AM
To: Carie Shealy
Subject: Fw: CDBG-CV Allocation for Public Services Proposed

From: David Brubaker <david.brubaker@sharingcenter.org>
Sent: Thursday, May 7, 2020 1:42 PM
To: meeting <meeting@cocoafl.org>
Subject: CDBG-CV Allocation for Public Services Proposed

EXTERNAL MESSAGE - USE CAUTION WITH LINKS AND ATTACHMENTS!

Dear distinguished City Council Members & City of Cocoa Staff,

On behalf of the Sharing Center, I would like to thank the City of Cocoa for being an outstanding community partner of ours. I am in support of the recommendation of the allocation to assist our agencies with Personal Protection Equipment. These items are key to the Sharing Center's ability to re-open fully. We have not stopped providing basic needs assistance during the Covid-19 crisis. This much needed protection will not only ensure the safety of our staff but it will help encourage our volunteers to return to work. We depend heavily on volunteers and for the past 50 days, we have been able to keep our doors open and serve an above average number of clients utilizing our staff to cover positons from other department. It has been a huge adjustment for or organization. In fact, we have seen a huge increase in new clients since the beginning of this crisis. More than a 200% compared to the same time last year. Please consider approving the recommendations that will be a true benefit to the citizens of Cocoa. Especially those who are struggling to make end meet due to the loss of income.

Thank you for your time and considerations.

David Brubaker
President/CEO

Sharing Center of Central Brevard

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113 Aurora Street
Cocoa, FL 32922

Mailing Address:
P. O.Box 3363
Cocoa, FL 32924-3363

Direct: (321) 631-4492
Office: (321) 631-0306 Ext. 107
Fax: (321) 631-0372

Carie Shealy

From: Samantha Senger
Sent: Wednesday, May 13, 2020 11:16 AM
To: Carie Shealy
Subject: Fw: New Grant CDBG Coronavirus (CDBG-CV)

From: Guylene Hill <ghill@sharingcenter.org>
Sent: Thursday, May 7, 2020 10:47 AM
To: meeting <meeting@cocoafl.org>
Subject: New Grant CDBG Coronavirus (CDBG-CV)

EXTERNAL MESSAGE - USE CAUTION WITH LINKS AND ATTACHMENTS!

To whom it may concern,

In April alone, we have seen an increase in new clients of 266%.
During a crisis such as this one, that is a big deal! With the dangers of a virus spreading, we lose our volunteers.
If you are not already aware, we operate at 98% volunteers.
We have struggled to continue giving services even through a tremendous increase of new clients, with a skeleton crew operating
at 2 persons doing the job of 6.
This funding would be a huge relief for us in that our volunteers would feel safer and return knowing there's plenty of protection.

We are asking the City Council to please seriously consider approving the funding so that we can continue to operate at full capacity and to ensure that the people in our community
are receiving the help they are in dire need of.

Sincerely,

Guylene Hill
Office Manager
Sharing Center of Central Brevard

Street Address:
113 Aurora Street
Cocoa, FL 32922

Mailing Address:
P. O.Box 3363
Cocoa, FL 32924-3363

Office: (321) 631-0306 Ext. 105
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www.sharingcenter.org



CITY OF COCOA, FLORIDA

Required Auditor Communications
Fiscal Year Ended September 30, 2019

Presented by:
Joel Knopp, CPA
Shareholder

MSL
CPAs & ADVISORS

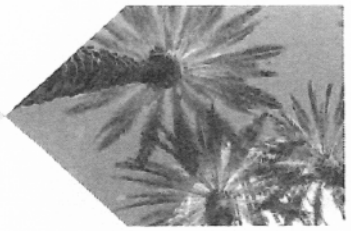


AUDIT OVERVIEW

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FLORIDA ROOTS. GLOBAL REACH.

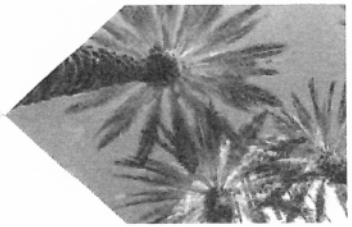
Required Communications



- Auditor Responsibilities
- Management Responsibilities
- Internal Controls and Compliance
- Significant Matters
- Management Representations
- Assigned Individual for Oversight
- Audit Schedule

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Services and Deliverables



Auditor's Report on Financial Statements (Pages 15-16)

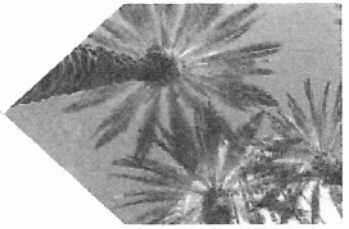
- Unmodified Opinion

Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters (Pages 187-188)

- No current year findings
- Prior year finding was resolved

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Services and Deliverables *(Cont.)*



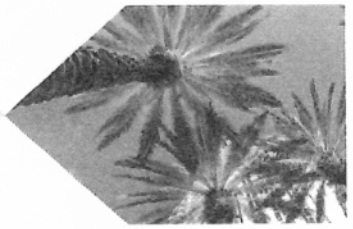
Auditor's Management Letter (Pages 189-190)

- No management letter comments

Independent Accountant's Report (Page 191)

- No investment compliance findings

Services and Deliverables *(Cont.)*



Auditor's Report on Compliance with Major Federal Programs and on Internal Control over Compliance and Report on Schedule of Expenditures of Federal Awards (Pages 193-195)

- No compliance findings related to major grants
- No internal control over compliance findings related to major grants

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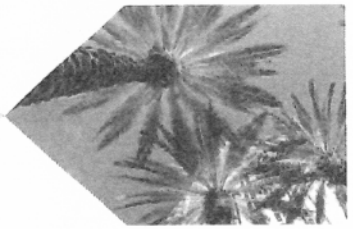


FINANCIAL HIGHLIGHTS

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FLORIDA ROOTS. GLOBAL REACH.

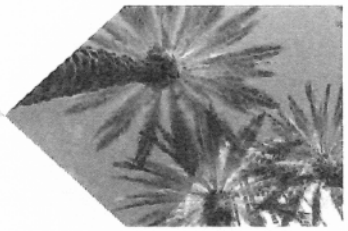
City-Wide Analysis (Pages 30-31)



	Governmental Activities		Business-type Activities	
	2019	2018	2019	2018
Total Assets & Def Outflows	$101.0M	$102.4M	$317.4M	$272.1M
Total Liabilities & Def Inflows	$73.2M	$72.6M	$151.2M	$115.8M
Net Position:				
Net Investment in Capital Assets	$29.5M	$28.9M	$142.4M	$138.3M
Restricted	1.0M	0.7M	11.4M	11.2M
Unrestricted	(2.7M)	0.2M	12.4M	6.8M
Total Net Position	$27.8M	$29.8M	$166.2M	$156.3M
Unrestricted NP as a % of Total Expenses	(6.4%)	0.5%	23%	14%
Change in Net Position	$(2.0M)	$(0.5M)	$9.9M	$12.0M

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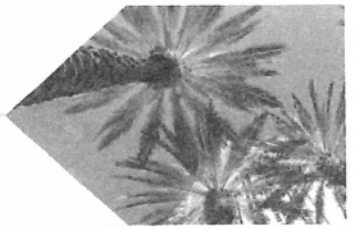
General Fund (Pages 32 and 34)



	2019	2018
Total Assets	$29.0M	$37.1M
Total Liabilities & Def Inflows	$3.4M	$4.3M
Fund Balance:		
Nonspendable	$1.7M	$1.8M
Committed (includes stabilization fund)	12.3M	11.4M
Assigned	6.2M	14.5M
Unassigned	5.4M	5.1M
Total Fund Balance	$25.6M	$32.8M
Unassigned FB as a % of Total Expenditures and Transfers Out	12.3%	15.4%
Net Change in Fund Balance	$(7.2M)	$0.6M

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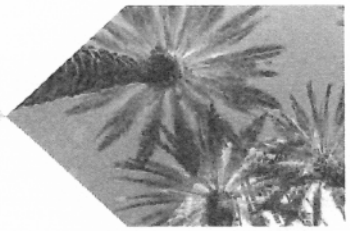
General Fund Budget (Pages 115-117)



	Budget	Actual	Positive (Negative)
Resources:			
Beginning Fund Balance	$32.8M	$32.8M	
Total Revenues & Transfers In	35.1M	36.6M	$1.5M
Total Resources	67.9M	69.4M	
Total Expenditures & Transfers Out	46.6M	43.8M	2.8M
Ending Fund Balance	$21.3M	$25.6M	
Net Change in Fund Balance	$(11.5M)	$(7.2M)	$4.3M

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Proprietary Fund – Water and Sewer (Pages 36-39)



	2019	2018
Total Assets & Def Outflows	$311.1M	$265.9M
Total Liabilities & Def Inflows	150.4M	115.0M
Net Position:		
Net Investment in Capital Assets	137.6M	133.3M
Restricted	11.4M	11.2M
Unrestricted	11.6M	6.3M
Total Net Position	$160.6M	$150.8M
Total Operating Revenues	$65.3M	$62.4M
Total Operating Expenses	48.1M	43.9M
Operating Income	$17.2M	$18.5M

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Questions or Comments



MSL