MINUTES
CITY OF COCOA
COCOA COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
May 2, 2017

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

I. CALL TO ORDER /ROLL CALL:

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

Chairman Parrish called the meeting to order at 5:05 pm

PRESENT:

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

ABSENT:

Jeri Blanco	Agency member

STAFF PRESENT:

John Titkanich Jr., AICP, City Manager, **Steven P. Belden, AICP,** Community Services Director, **Larry Lallo, CEcD, EDFP**, Economic Development Manager and **Samia Singleton**, Redevelopment Specialist.

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

II. APPROVAL OF AGENDA /MINUTES:

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Lanni to approve the agenda for the regular meeting of May 2, 2017 with the exception of two additional items under Agency Member and Staff Reports.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Lanni to approve the minutes of the regular meeting of April 4, 2017.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

III. DELEGATIONS

NONE

IV. PRESENTATIONS:

NONE

V. OLD BUSINESS:

NONE

VI. NEW BUSINESS:

1. Budget Transfer for Brevard County Clerk of Courts Recording Fees

Ms. Samia Singleton stated that staff is requesting approval from the Agency for a budget transfer of $500.00 from the Contingency Account to the Other Charges and Obligations Account to correct a negative balance in the Other Charges and Obligations Account.

* **A MOTION was made by Agency member Warner; SECONDED by Vice Chairman Boisvert to approve a budget transfer of $500.00 from the Contingency Account (110-3230-559.39-00) to the Other Charges and Obligations Account (110-3230-559.49-00) to correct a negative balance in the Other Charges and Obligations Account.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

2. Budget Transfer for Legal Expenses

Ms. Singleton stated that staff is requesting approval from the Agency for a budget transfer of $2,000.00 from the Contingency account to Legal Expenses to account for anticipated shortfall in Legal Expenses, due to legal services of preparing for and attendance of CRA meetings, and Commercial Façade Improvement Program.

* **A MOTION was made by Agency member Lanni; SECONDED by Agency member Stewart to approve a budget transfer of $2,000.00 from the Contingency account to Legal Expenses to account for anticipated shortfall in Legal Expenses, due to legal services of preparing for and attendance of CRA meetings, and Commercial Façade Improvement Program.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

VII. ATTORNEY'S REPORT:

NONE

VIII. AGENCY MEMBERS AND STAFF REPORTS:

1. Time and Dates of Cocoa Community Redevelopment Area (CRA) Meetings

Mr. John Titkanich asked the Agency to consider moving the Cocoa CRA meetings to the second Tuesday of each month beginning at 5 pm. **Mr. Titkanich** explained that since five of the seven Agency members are already present for Council meetings that take place at 6 pm on the second Tuesday of the month it would make more sense to hold the Cocoa CRA meetings prior to the Council meetings.

* **A MOTION was made by Vice Chairman Boisvert; SECONDED by Agency member Warner to move the Cocoa CRA meetings to the second Tuesday of every month at 5 pm.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

2. CRA Legislation

Mr. Titkanich provided an update to the Agency regarding House Bill 13. On Friday, May 5, 2017 the Florida House of Representatives will decide whether or not to pass House Bill 13 which, if passed, will sunset all CRAs in the year 2037 and will not allow the creation of any new CRAs after October 1, 2017. **Mr. Titkanich** explained that Senate Bill 1770, a companion bill to House Bill 13, did not pass. Discussion ensued among Agency members and staff.

3. 603 Brevard Avenue Request for Proposals

Mr. Steven Belden presented the Agency with the Request for Proposals (RFP) packet. **Mr. Belden** shared that the RFP has been published on social media. **Mr. Belden** explained that the deadline for proposals is May 31, 2017.

Agency member Warner made a correction to the deadline date on page seven. **Mr. Belden** stated that the amendment would be made.

Mr. Belden also shared an update regarding the T-Docks.

IX. NEXT MEETING DATE:

The next scheduled meeting of the Cocoa Community Redevelopment Agency will be held on Tuesday, June 13, 2017 at 5:00 PM in the Council Chambers located at Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

X. ADJOURNMENT:

* **MOTION made by Agency member Warner; SECONDED by Vice Chairman Boisvert to adjourn the regular meeting of May 2, 2017.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

MEETING WAS ADJOURNED AT 5:39 pm

Henry U. Parrish III, Chairman

Respectfully Submitted By:

Monica Arsenault, Recording Secretary