MINUTES
City of Cocoa
FY 2022 Budget Priorities Workshop

April 19, 2021

A City Council Workshop was held on Monday, April 19, 2021, at the Cocoa Civic Center in Conference Room #1, located at 430 Delannoy Avenue, in Cocoa, Florida, 32922, as publicly noticed.

I. Opening Matters:

Mayor Blake called the Workshop to order at 4:16 p.m.

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

The City Clerk took the roll.

PRESENT:	Michael C. Blake	Mayor
	James Goins	Deputy Mayor
	Rip Dyal	Councilmember
	Lavander Hearn	Councilmember
	Anthony Garganese	City Attorney
	Stockton Whitten	City Manager
	Carie Shealy	City Clerk
ABSENT:	Lorraine Koss	Councilmember

OTHER STAFF MEMBERS PRESENT:

Matthew Fuhrer, Assistant City Manager; Tammy Gemmati, Administrative Services Director; Jack Walsh, Utilities Director; John Hankins, Interim Chief of Police; Jonathan Lamm, Fire Chief; Bryant Smith, Public Works Director; Rebecca Bowman, Finance Director; Nancy Bunt, Community Services Director; Lora Howell, Deputy Finance Director; and Samantha Senger, Assistant to the City Manager/PR Specialist.

II. Workshop Topics:

Mayor Blake advised this was a continuation of the Workshop from Friday, April 16, 2021[1].

City Manager Whitten mentioned that he provided the minutes regarding the athletic upgrades to Cocoa High School, where an Interlocal agreement was approved on October 27, 2020. The track is now being funded through another source so they are requesting that the agreement be amended to "athletic facility upgrades."

* **MOTION by Mayor Blake; Seconded by Councilmember Hearn, to approve staff's recommendation regarding the changes to the agreement.**

AYES: Blake, Goins, Dyal, Hearn

THE MOTION CARRIED (4-0)

Ms. Bowman explained that each year the City goes through the budget process and she provided the budget calendar:

- On June 30th there will be a Budget Workshop
- On July 20th the Tentative Millage TRIM would be decided upon
- On August 10th would be the first Fire and Stormwater Assessment as well as Water/Sewer Public Hearings.
- On August 24th they will be the Final Fire and Stormwater Assessment Pubic Hearings.
- September 14th will be the first hearing for First Millage/Budget Hearing
- September 22nd will be the final Millage/Budget Hearing (these are tentative dates.

The American Rescue Plan Act Funding was explained and she noted it was a $1.9 trillion dollar package.

Two disbursements of funding will be done, the first this May and the second will be next May (2022). Funds must be spent by December 31, 2024.

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1 EXHIBIT A: FY 2022 Budget Priorities Workshop Presentation

The Allocation Methodology was explained and how the monies should be distributed. A comparison of Brevard County was shown as to how funds were distributed.

Ms. Bowman noted Cocoa would be getting approximately $4.4. million in funding and she pointed out that this was money that the City did not originally have.

The categories of the Plan were described and she explained how the individual funding requests fit into each category.

Mayor Blake asked if having the broadband capability to our citizens fit under this and Ms. Bowman responded in the affirmative. He further asked if the City was locked into this amount or would we have a chance for more.

City Manager Whitten agreed the numbers looked low and he believes they will reconsider the numbers and allocations.

Ms. Bowman reiterated the eligible uses of the funding.

City Manager Whitten pointed out that there has already been $450,000 committed for the Save-A-Lot initiative.

He further reminded Council that during the last two workshops they have discussed the assigned fund balance which was $8.8 million and now $4.4 million was being discussed in regards to the American Rescue Funding. There is another workshop on April 26th where parks will be discussed and some of the monies being requested may be for the same projects.

City Manager Whitten reiterated Council's requests that were approved at the previous workshop held on April 16, 2021 and pointed out that the parks discussion and sustainability/resiliency initiatives were not yet decided upon.

Ms. Bowman asked for a motion in regards to all of those approved requests to include all necessary budget amendments and adjustments that need to be done and would allow for the City Manager to sign all of those amendments.

* **MOTION by Mayor Blake; Seconded by Councilmember Dyal, to approve the request by staff to include all necessary budget amendments and adjustments that need to be done and would allow the City Manager to sign all of those amendments in regards to all of the requests approved at the April 16, 2021 Workshop.**

AYES: Blake, Goins, Dyal, Hearn

THE MOTION CARRIED (4-0)

Ms. Bowman added that there are a lot of decisions that need to be made so that they can be presented at the June 30th budget meeting.

A listing of requested projects was shown and directors explained their requests in detail[2] in regards to the American Rescue Funding.

City Manager Whitten revisited priorities discussed at the first workshop held on December 3, 2020 and felt that these have all been reviewed. He further noted that some have mentioned a request for a workshop regarding nightlife in the Village.

Mayor Blake asked for a point of clarification on sustainability, noting that $750,000 was budgeted. He stated this was a broad term and asked what rules apply to sustainability.

In response, City Manager Whitten advised that in their plan there are a number of initiatives and Council approved that plan so it was proper for staff to put those initiatives in front of Council to decide if those are priorities over other things.

Mayor Blake asked if thirty more laptops needed at the Joe Lee Smith Center would fall under the rules of sustainability. Staff agreed that it would.

Mayor Blake asked for Council to look outside the box and evaluate what was needed in their districts.

Councilmember Dyal mentioned the District 3 taxes and asked all to attend the May 4th meeting with FDOT. There will be a lot of activity happening on S.R. 528.

City Manager Whitten spoke about the upcoming redistricting and that he has only received two nominations for that committee. He asked Council to submit those names as soon as possible.

Deputy Mayor Goins spoke in regards to the prior workshop and the discussion regarding the Michael C. Blake subdivision. He stressed the importance of ensuring the area is up to parr in regards to infrastructure.

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2 Deputy Mayor Goins left the meeting at 5:15 p.m. and returned at 5:21 p.m.

* **MOTION by Deputy Mayor Goins; Seconded by Mayor Blake, to ensure the infrastructure issues on Varr, Blake, Johnson, Whaley, and Bernard are fixed. This includes sidewalks and resurfacing, for discussion.**

Mr. Smith advised these streets were in the plan and were up for review in a couple of years.

Mayor Blake added Valencia, Mango, and Temple Streets along with Pineapple and Peachtree. He asked staff to look into this and report back to Council.

Deputy Mayor Goins agreed that Public Works has a schedule but wanted to move this up. Mr. Smith clarified that Council would like staff to focus on the areas where the lots are first. Deputy Mayor Goins responded in the affirmative.

Mr. Smith added Loquat Street, Knight, Lucas, and Paw Paw Street. He stated it was probably more of a project than resurfacing[3].

AYES: Blake, Goins, Dyal, Hearn

THE MOTION CARRIED (4-0)

Deputy Mayor Goins further spoke about an RFP for the old Joe Lee Smith Center.

* **MOTION by Deputy Mayor Goins to put the old Joe Lee Smith Center out for an RFP for best usage. He would like non-profits to submit proposals for programs and services in the building as is.**

Mayor Blake wanted to hear input from the citizens. He felt this issue would be better to discuss in a more open session. He wanted to be more transparent and felt it would be better perceived.

Discussion was held on prior council actions in regards to the old Joe Lee Smith Center.

THE MOTION WAS RESCINDED.

Deputy Mayor Goins mentioned the list of housing inventory and since they have $350,000 to use he wanted to make a motion to select the addresses.

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3 Councilmember Dyal left the meeting at 5:38 p.m. and returned at 5:40 p.m.

Mayor Blake understood his intentions and would like for this to be at a Council meeting as well. City Manager Whitten agreed to bring this back by the second meeting of May.

Councilmember Hearn stated that he would like sidewalks in District 2 and explained his reasonings for his request.

* **MOTION by Councilmember Hearn; Seconded by Deputy Mayor Goins, to give the City Manager direction to explore Broadmoor Acres, Cocoa Modern Manors and Pineridge 1 & 2, including the feasibility and costs as well as a timeline to get sidewalks in those neighborhoods.**

Councilmember Hearn added that there are issues with speedbumps and he felt that sidewalks were long overdue. Mayor Blake asked if this included curbs and gutters.

Mr. Smith explained that this was a FEMA project and he was not sure if the design could be changed at this point but assured Council he would check with FEMA.

AYES: Blake, Goins, Dyal, Hearn

THE MOTION CARRIED (4-0)

City Manager Whitten spoke in regards to Save-A-Lot and mentioned that there were a couple of debts that they did not know about and that they are attempting to satisfy outside of the agreement. City Attorney Garganese explained that there are outstanding rent obligations from last year and they were in arrears this year as well. He assumes they are under a typical lease and if they are in default they are at risk for eviction.

Ms. Bowman further noted that there is additional outstanding money with Save-A-Lot corporate as well as a promissory note for $120,000 which has been paid down to $40,000. Ms. Bowman noted she had conversations with corporate in regards to what they owe. They will need about $160,000 to get fully stocked and it was confirmed they are a high producing store.

Staff requested an increase in the agreement from $450,000 to $475,000.

Mayor Blake clarified for the record that nothing has been released yet. Staff answered in the affirmative. Ms. Bowman advised that as soon as the agreement was done they should be able to get product delivery within two days.

Pat Chambers, 37 Derby Street, Cocoa, asked how long he was in arrears from and it was stated the end of 2020 (September through December). She further noted it was stated that they are one of the busiest Save-A-Lot stores and was confused as to why they were behind. She runs a business and had to learn how to manage during the pandemic to keep afloat and felt that this was a lot of money to give to one business.

* **MOTION by Councilmember Dyal; Seconded by Mayor Blake, to approve an additional $25,000 to Save-A-Lot, subject to working with their corporate office to see if a reduction can be made on outstanding indebtness and grant issues are resolved before the City Manager signs the document.**

AYES: Blake, Goins, Dyal, Hearn

THE MOTION CARRIED UNANIMOUSLY (4-0)

III. Adjournment:

* **MOTION by Mayor Blake; Seconded by Deputy Mayor Goins, to adjourn the City Council Workshop of April 19, 2021.**

AYES: Blake, Goins, Dyal, Hearn

THE MOTION CARRIED UNANIMOUSLY (4-0)

The meeting adjourned at 6:01 p.m.

Michael C. Blake, Mayor

ATTEST:

Carie Shealy, City Clerk

SEAL



EXHIBIT A: FY 2022 BUDGET
PRIORITIES WORKSHOP
PRESENTATION

FY 2022
Budget Priorities Workshop
Stockton Whitten, City Manager
Rebecca Bowman, Finance Director

April 19, 2021

Agenda – April 19th



- Invocation and Pledge of Allegiance
- FY2022 Budget Calendar
- American Rescue Act
  - City Council Priorities and Direction

FY 2022 Budget Calendar



- June 30, 2021 Budget Workshop
- July 20, 2021 Tentative Millage (TRIM)
- August 10, 2021 (First Fire and Stormwater Assessment and Water/Sewer Public Hearings)

FY 2022 Budget Calendar



- August 24, 2021 (Final Fire and Stormwater Assessment Public Hearings)

- September 14, 2021 First Millage/Budget Hearing (Tentative Date)

- September 22, 2021 Final Millage/Budget Hearing (Tentative Date)

American Rescue Plan



On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (H.R. 1319) into law. The $1.9 trillion package, based on President Bidens American Rescue Plan, is intended to combat the Covid-19 Pandemic, including public health and economic impacts.

American Rescue Plan Act

- Two disbursements of funds – May 2021 and May 2022

- Local Governments must provide periodic reports to the Treasury providing a detailed accounting of the uses of funds, or else funds may be recouped by the Treasury

- Funds must be spent by December 31, 2024

Allocation Calculation



- Methodology: The list of "metro cities" as defined in the proposal and the allocation amounts provided to those cities were generated from the FY2020 CDBG entitlement awards distributed to those cities as shown on the HUD website. Select city governments that qualify but have chosen not to participate in the CDBG entitlement program have been added, as that information has been made available.
- Potential Deviations in Distribution:
  - Funds may be distributed to metro cities based on the formula for FY2021, for which award data is not yet available.
  - Other cities that qualify and have chosen not to participate in the CDBG entitlement program may elect to receive assistance as a metro city, which would reduce amounts otherwise available to the remaining metro cities.

ARPA COCOA ALLOCATION



1	Palm Bay	$ 19,411,949
2	Melbourne	$ 13,878,544
3	Rockledge	$ 11,861,612
4	West Melbourne	$ 10,194,171
5	Titusville	$ 7,851,743
6	Cocoa Beach	$ 4,918,701
7	Satellite Beach	$ 4,677,073
8	Cape Canaveral	$ 4,399,727
9	Cocoa	$ 4,379,570
10	Indian Harbour Beach	$ 3,595,841
11	Grant-Valkaria	$ 1,801,072
12	Melbourne Beach	$ 1,385,893
13	Malabar	$ 1,338,408
14	Indialantic	$ 1,222,006
15	Palm Shores	$ 486,197
16	Melbourne Village	$ 291,634

ARPA Eligible Uses of Funds

Category One

"to respond to the public health emergency with respect COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality"

ARPA Eligible Uses of Funds

Category Two

"to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work"

ARPA Eligible Uses of Funds

Category Three

"for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year"

ARPA Eligible Uses of Funds

Category Four

"to make necessary investments in water, sewer, and broadband infrastructure"

ARPA Eligible Uses of Funds

I. **Respond to COVID-19 Emergency**

   a) Assistance to Households, Small Businesses, or Non-Profits
   b) Aid to Impacted Industries
   c) PPE/Other Necessary Equipment

II. **Respond to Workers Performing Essential Work during the Pandemic**

III. **Restoration of Government Services**

IV. **Necessary Investments in Water, Sewer, or Broadband Infrastructure**

$4.4 million American Rescue Act

1	Park Improvements	$5,328,600
2	Police/Fire radios	$1,023,695
3	Replace HVAC and Enhanced Purification	$951,315
4	Riverfront Park Drain Field Improvements	$865,000
5	Pipe Lining	$800,000
6	Replace Revenue Shortfall - Ad Valorem Revenue (Unpaid Taxes)	$665,031
7	*Pumper Truck	*$605,000
8	Rental Assistance	$599,680
9	Police Vehicles	$492,314
10	Replace Restrooms sinks, soap dispensers, towels (Automatic)	$469,950
11	Cocoa Save-A-Lot Forgivable Loan Agreement	$450,000

COCOA FLORIDA

$4.4 million American Rescue Act

12	Indian River Baffle Box	$330,000
13	*Generators (Police and JLS)	*$300,000
14	Infrastructure – Servers, Virtual Desktops, Broadband and Storage	$290,571
15	Retro Fit HVAC – City Hall/Police/Other	$277,200
16	*Fuel Tanks ($550,000 Total) General Fund Portion	*$275,000
17	Emma Jewel Modifications and Drainage Improvements	$250,000
18	Utility payment support (Inside Cocoa City Limits)	$180,000
19	Fiber Optic Cable	$121,000
20	Community Services of Brevard	$100,000
21	Floating Wetlands Projects	$100,000

COCOA FLORIDA

$4.4 million American Rescue Act

22	2 Solar Bee Stormwater Aerators	$90,000
23	Bracco Pond Modifications and Drainage Improvements	$75,000
24	Electronic Records/Forms/Work-Flow	$40,000
25	Laptops Dr. Joe Lee Smith Center	$30,000
26	Mowing Replenishment	$25,000
27	Health Center Parking	$15,000
	Department Requests Total	$14,749,356

*Assigned Fund Balance

ARPA Eligible Uses of Funds

Category One:

I. **Respond to COVID-19 Emergency**

○ Fire/Police Radios (P25)	$1,023,695
○ Replace HVAC and Enhanced Purification	$951,315
○ Rental Assistance	$599,680
○ Police Vehicles	$492,314
○ Restroom Sinks, Soap, Towel Dispensers (Auto)	$469,950
○ Save-A-Lot Grocery	$450,000
○ Replace HVAC and Enhanced Purification	$277,200
○ Past Due Utility Bills (Cocoa Accounts)	$180,000
○ Community Services Council/Aging Matters	$100,000
○ Additional Parking Healthcare Center	$15,000
Total	**$4,559,154**

ARPA Eligible Uses of Funds

Category Two:

II. Respond to Workers Performing Essential Work during the Pandemic

None

ARPA Eligible Uses of Funds

Category Three:

II. Restoration of Government Services

○ Multiple Repairs to all City Parks	$5,328,600
○ Property Tax Shortfall	$665,031
○ Digitizing of all City Records	$40,000
○ Mowing Fund Replenishment	$25,000
Total	**$6,058,631**

ARPA Eligible Uses of Funds

Category Four:

II. Necessary Investments in Water, Sewer, Stormwater or Broadband Infrastructure

○ Riverfront Park Drain Field Improvements	$865,000
○ Cured in Place Pipe Lining	$800,000
○ Indian River Baffle Box	$330,000
○ Broadband	$290,571
○ Emma Jewel Modification and Drainage Improv.	$250,000
○ Complete City's Fiber Ring	$121,000
○ Floating Wetlands	$100,000
○ 2 Solar Bee	$90,000
○ Bracco Pond Drainage Improvements	$75,000
○ 20 Laptops and Charging Cart (JLS)	$30,000
Total	**$2,951,571**