

# City of Cocoa

*65 Stone Street  
Cocoa, FL 32922*



## Meeting Agenda - Final

**Wednesday, March 13, 2019**

**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**     [19-87](#)            Approve the Agenda for the Regular meeting of March 13, 2019 as presented or with amendments.

**Attachments:**     [03-13-19 Short Agenda.pdf](#)

MINUTES:

**II.2(a)** [19-97](#)            Approve the Minutes of the Regular City Council Meeting held on February 13, 2019, as written or with amendments.

**Attachments:**     [02-13-19 Minutes.pdf](#)  
[Exhibit A-Petition submitted Relating to Public Access.pdf](#)  
[Exhibit B-Cocoa Grand.pdf](#)  
[Exhibit C-Lakeside Palms West.pdf](#)

**II.2(b)** [19-98](#)            Approve the Minutes of the Mayor's Town Hall Meeting on February 19, 2019, as written or with amendments.

**Attachments:**     [Mayor's Town Hall Minutes.pdf](#)  
[Exhibit A- Mayor Town Hall Meeting Presentation.pdf](#)

**III. AWARDS AND PRESENTATIONS:****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 [19-71](#) To Approve Participation in a Cooperative Purchase Agreement with Ring Power, Palm Bay, Florida, Utilizing the City of Melbourne Contract No. 06-066-0-2016/KS to Purchase Radiator Cores, Tanks, Belts and Hoses for the Dyal Water Treatment Plant. (Utilities Director)

**Attachments:** [Exhibit 1A](#)  
[Complete City of Melbourne piggyback contract](#)  
[2nd Amendment to Contract](#)  
[City of Melbourne Permission to piggyback](#)  
[QUOTE City of Cocoa Wewahootee Radiator 2-3508.pdf](#)

- V.2 [19-80](#) Approve a Home Investment Partnership (HOME) Program Agreement with Community Housing Initiatives in the amount of \$400,000 to award funds to for the administration of the City's Purchase Assistance Program. Approve a Resolution Amending the FY2019 Budget transferring revenue into the appropriate account. (Community Services Director)

**Attachments:** [PAP Agreement](#)  
[RFP-19-10-COC Purchase Assistance Program Complete RFP Package \(FINAL\)](#)  
[List of Housing Counseling Agencies 12-10-18](#)  
[P-19-10-COC Tabulation Sheet.pdf](#)  
[NEW Budget Resolution FY 2019.docx](#)  
[BAF 19-067 - CS-HOME Program Agreement \(3-13-19\)~ Agenda 19-080.pdf](#)

- V.3 [19-88](#) Approve a Budget Resolution Amending the Fiscal Year 2019 budget through the use of General Fund Balance Reserves, to cover general and auto insurance liability deductible charges. (City Manager)

**Attachments:** [FMIT 1st Quarter Deductible Invoice](#)  
[BAF 19-063 -AS-Auto and General Liability Deductibles \(3-13-19\)~ Agenda 19-](#)  
[NEW Budget Resolution FY 2019.docx](#)

- V.4 [19-103](#) Council approval to apply for a grant through the Florida Bureau of Emergency Medical Oversight, for acquisition of EMS reporting hardware and software. (City Manager)

**Attachments:** [State EMS Grant FY 19.pdf](#)

## VI. PUBLIC HEARINGS:

- VI.1 [19-89](#) Conduct a Public Hearing to amend the FY 2018-2019 CDBG Action Plan to reallocate funds and add two new activities in accordance with the City's CDBG Citizen Participation Plan and also Approve a Resolution Amending the FY2019 Budget, transferring revenues to the appropriate account line. (Community Services Director)

**Attachments:** [Attachment A Legal Ad - Substantial Amendment](#)  
[BAF 19-066 - CS-Citizen Participation Plan \(3-13-19\)~ Agenda 19-089.pdf](#)  
[NEW Budget Resolution FY 2019.docx](#)

- VI.2 [19-95](#) Pass on First Reading Ordinance No. 01-2019: A Zoning Map Amendment for two parcels of land (approximately 3.23 acres) from C-W (Wholesale Commercial) and RU-1-7 (Single-Family Residential) to INST (Institutional). (Community Services Director)

**Attachments:** [Ordinance 01-2019: Ord. XX-2019 - Rezone Joe Lee Smith- INST.pdf](#)  
[Exhibit A - Location Map](#)  
[Legal Ad Proof - Rezone](#)

## VII. COUNCIL BUSINESS:

- VII.1 [19-85](#) Consider the appointments of the following applicants, as nominated by City Council members, as members to the Police Community Relations Advisory Committee: Aldon Bookhardt, Marsha Dyal, Alton Edmond, Kevin McCann, Alfred Boettjer (PBA), and Jarvis Wash, Civic Organization. (Administrative Services Director)

**Attachments:** [2018-097 \(Establishing the Cocoa Police Community Relations Advisory Comm](#)  
[Boettjer, Alfred.pdf](#)  
[Bookhardt, Aldon.pdf](#)  
[Dyal, Marsha.pdf](#)  
[Edmond, Alton.pdf](#)  
[McCann, Kevin.pdf](#)  
[Klug, Michael.pdf](#)  
[Wash, Jarvis.pdf](#)

- VII.2 [19-86](#) Consider the Donation application for Cocoa Youth Athletics, Inc. (Administrative Services Director)

**Attachments:** [Cocoa Youth Athletics Donation app.pdf](#)

## VIII. CITY BUSINESS:

- VIII.1 [19-70](#) Approval of a Resolution Amending the FY 2019 Budget to fund a Part-Time Recording Secretary position in the City Clerk's office through the use of General Fund Contingency. (Administrative Services Director)

**Attachments:** [Budget Resolution FY 2019.docx](#)  
[Recording Secretary memo.pdf](#)  
[BAF 19-062 -AS-Recording Secretary \(3-13-19\)~ Agenda 19-070.pdf](#)

- VIII.2 [19-83](#) Council approval of a Resolution amending the Fire Inspection Fee Schedule and approval of the new schedule for fire inspection fees Exhibit A. (Fire Chief)

**Attachments:** [Resolution 2019-\\_\\_\\_\\_ Fire Inspection Fee Schedule.docx.pdf](#)  
[Fire Inspection Fee Schedule Exhibit A 2 .docx](#)

- VIII.3 [19-84](#) Approve on First Reading an Ordinance NO. 02-2019: Amending City Code Chapter 3.5 Alarm Systems, Alarm Fees, Penalties, Chapter 6-502 Owners to Post Numbers, Chapter 13.5 Outdoor Fires and Chapter 20 Traffic (fire lane). (Fire Chief)

**Attachments:** [Ordinance No. 02-2019 \\_\\_\\_\\_-2019 Fire Protection Amendments.pdf](#)

## MULTI-YEAR CONTRACTS:

- VIII.4 [19-64](#) Approve Participation in a Cooperative Purchase Agreement with Insituform Technologies, LLC for Cured in Place (CIPP) Pipe Rehabilitation Services and Sanitary Sewer Mid-Term Cleaning & CCTV Inspections of Main Line Sewers Utilizing City of Daytona Beach Contract No. 0118-2600 Effective February 7, 2019 through February 6, 2020 and Related Budget Amendment # 19-069. (Utilities Director)

**Attachments:** [City of Cocoa - FY2019 - Cleaning & CCTV Proposal.pdf](#)  
[City of Cocoa - FY2019 - Lining Proposal.pdf](#)  
[Insituform COI Exp 7-1-19.pdf](#)  
[City of Daytona Beach Contract Details #0118-2600.pdf](#)  
[City of Daytona Beach Contract Pricing #0118-2600.pdf](#)  
[City of Daytona Beach Insituform Full Contract No. 0118-2600.pdf](#)  
[FW CIPP Contract.msg](#)  
[BAF 19-069 -UT-CIPP Sewer Main Repair \(3-13-19\) Agenda 19-064](#)

- VIII.5** [19-96](#) Approve a Multi-Year Continuing Financial Analysis Services Agreement, for services with Stantec Consulting Services, Inc., waiving the competitive bid process, given the nature of the unique proprietary services provided to the City and in accordance with Section 15.4 of the Financial Operation Manual, as being in the best interest of the City, and authorize the City Manager to finalize the terms and conditions of the Agreement and execute the Agreement. (Finance Director)

**Attachments:** [Stantec Continuing Services Agreement DRAFT.pdf](#)

- VIII.6** [19-104](#) Approve a multi-year Professional Services Agreement between the City of Cocoa and S&ME, Inc. to provide professional planning services on a task order basis as well as approve a budget amendment to transfer funds from 001-1600-513.39-00 (Contingency) to Community Services 001-3200-515.31-00 (Professional Services) and 001-3200-515.34-00 (Contract Services) for professional planning services and contract building services. (City Manager)

**Attachments:** [Professional Planning Services Agreement \(As Needed Services\)](#)  
[NEW Budget Resolution FY 2019.docx](#)  
[BAF 19-065 -CS- Professional Services \(3-13-19\)~ Agenda 19-104.pdf](#)

- VIII.7** [19-107](#) To approve a multi-year Agreement and lease with the Florida Historical Society to lease real property located at 2201 Michigan Ave., Cocoa, Florida 32926 (Brevard Museum site) owned by the City and approve a previously executed lease termination with Brevard County. Approve a Resolution Amending the FY 2019 Budget through the use of General Fund Balance Reserves for the one-time expense related to the execution of the lease Agreement. (City Manager)

**Attachments:** [aFINAL Brevard Museum Lease Agreement.pdf](#)  
[Brevard Museum Lease Termination.pdf](#)  
[NEW Budget Resolution FY 2019.docx](#)  
[BAF 19-070 -CS-Museum Roof \(3-13-19\)~ Agenda 19-107.pdf](#)

## IX. INFORMATIONAL AGENDA:

- IX.1** [19-101](#) 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:** [Financial Update January 2019.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.

This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.

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This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review. This is a public meeting. All interested parties may attend. The facility wherein this public meeting will be held is accessible to the physically handicapped. In accordance with the Americans With Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk of the City of Cocoa, listed below, at least 48 hours prior to the meeting: Carie Shealy, City Clerk, 65 Stone Street, Cocoa, by telephone at (321) 433-8484 or via email at [cshealy@cocoaf1.org](mailto:cshealy@cocoaf1.org).