



Office of the City Manager

65 Stone Street • Cocoa, FL 32922

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To: Mayor and City Council Members
From: Stockton Whitten, City Manager
Date: October 5, 2024 – November 8, 2024
Subject: Council Update Report

This report is intended to serve as a departmental update to City Council. While not all inclusive, it should provide you with an idea of key activities departmental staff are involved in. If you have any questions on any of the items, please feel free to contact me.

Administrative Services

- Records request stats: 29 received/ 13 closed out - \$0 collected in fees
- Employment opportunities link: <https://www.governmentjobs.com/careers/cocoafl>
- New employees
 - Adam White – Stock Clerk, Finance/Inventory, October 14, 2024
 - Juan Deleon – Firefighter/EMT, Fire/Operations, October 14, 2024
 - Brandi Colon – Dispatcher/Communications Officer, Police/Administration, October 21, 2024
 - Antonio Johnson – Maintenance Worker I, Utilities/Sellers, October 28, 2024
 - Jayson Jorn – Maintenance Worker I, Utilities/Water Field Operations, October 28, 2024
 - Jesiah Williams – Maintenance Worker I, Utilities/Water Field Operations, October 28, 2024
 - April Zayas – Police Officer, Police/Administration, October 28, 2024
- Recent promotions
 - Alyssa Backer – Human Resources Coordinator, Administrative Services/Human Resources, October 14, 2024
 - Zoie Badalov – Senior Budget Analyst, Finance/General Accounting, October 14, 2024

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- Megan Romo – Police Officer, Police/Administration, November 4, 2024
- Justin Smith – Certified Operator C License, Utilities/Dyal, October 17, 2024
- Upcoming retirements
 - N/A

Communication and Economic Development

- Media Stories:
 - City of Cocoa Wins Florida Redevelopment Association Award for Innovative Affordable Housing Partnership
 - WM upgrades Cocoa, Florida, recycling facility
 - Cocoa Police Chief Evander Collier Swears In New Officers Megan Romo and April Zayas
 - Here are the best ways to celebrate Halloween in Brevard this weekend
 - Lorraine Koss appointed to serve on League of Cities Legislative Policy Committee
- New News Releases:
 - City of Cocoa Wins FRA Award for Innovative Affordable Housing Partnership
 - Cocoa Fire Union’s Annual Turkey Drive
 - City of Cocoa IT Department Wins Prestigious OnCon Icon Team Award
 - Cocoa Awarded Certificate of Excellence in Financial Reporting
 - FloridaCommerce Emergency Loan Program for Businesses Impacted by Hurricane Milton
 - Councilperson Koss Appointed to Serve on Florida League of Cities Legislative Policy Committee
 - Cocoa Announces Grand Re-opening of Reconstructed Provost Park
- Upcoming Events:
 - Cocoa vs. Rockledge Food Drive: November 1-December 6, 2024
 - Fill the Truck Food Collection Event at Cocoa Walmart: Monday, November 25, 2024, 10a-3p
 - Save the Date: City of Cocoa Economic Showcase and Business Market, January 15, 2025, 4-6:30pm, Cocoa Civic Center
- Social media/e-newsletter statistics
 - Facebook
 - Post reach: 70,173
 - Post engagement: 12,264
 - Followers: 16,557
 - Twitter
 - Followers: 3,607
 - LinkedIn
 - Post impressions: 762
 - Followers: 1,318
 - NextDoor

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- Impressions: 8,194
 - Members: 5,605
- September e-newsletter (Sent 9/6/24)
 - Sent to 773 contacts
 - 52% open rate (average open rate for e-mail marketing in 2022 is 17%)
- October e-newsletter (Sent 10/4/24)
 - Sent to 778 contacts
 - 48% open rate (average open rate for e-mail marketing in 2022 is 17%)
- November e-newsletter (Sent 11/4/24)
 - Sent to 787 contacts
 - 48% open rate (average open rate for e-mail marketing in 2022 is 17%)
- Next printed FYI Newsletter mails January 1, 2025.
- Upcoming special events at Leisure Services facilities:
 - **HCVMS Concours Fall Car Show**
 - November 9, 2024, 10am-5pm
 - Riverfront Park
 - **Veg Fest Space Coast**
 - November 23, 2024, 10am-7pm
 - Riverfront Park
 - **HCVMS Shop Small Sip and Stroll**
 - November 30, 2024, 5-9pm
 - Myrt Tharpe Square Gazebo and Cocoa Village
 - **Running Zone Foundation and Space Coast Runners Annual Space Coast Marathon and Half Marathon**
 - December 1, 2024, 6am-1pm
 - Cocoa Village and Riverfront Park
 - **HCVMS Moonlight and Music on the Promenade**
 - December 6, 2024, 6-9pm
 - Riverfront Park
 - **HCVMS Holiday Art and Craft Bazaar**
 - December 7-8, 2024, 10am-4pm
 - Cocoa Village

Community Services – update 11/6/24

- **New businesses –October 1-31, 2024**

Commercial Business Name / DBA	Physical Address	# FT Employees	# Pt Employees	Council District	Description
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Krispy Krunchy Chicken (New Owners)	934 DIXON BLVD, 32922	2	0	2	Chicken Restuarant New Owners -
5 Star Fadez Barber Shop (New Owner)	906 Dixon Blvd, 32922	3	0	2	Barber shop New Owner
Apec Foods LLC DBA-Tower Marathon	6 S Cocoa Blvd, 32922	4	0	1	Gas station & Convenience Sote w/ Liq Sales
Rare Essentials of Brevard Inc	419 Brevard Ave, 32922	0	0	1	Jewelry & Gift Shop sales
Debra Hooper Enterprises LLC	209 BREVARD AVE	2	2	1	Retail Gift Shop
Tienda Guatemalteca El Jutiapa Inc	1267 W King Street, 32922	2	0	1	Guatemala Retail Grocery Store
Empire Sports Performance, LLC.	967 N Cocoa Blvd, 32922	1	0	2	Sports Training Facility (New Location)
Renewpro Roofing LLC	310 Brunson Ave Unit 100, 32922	5	0	1	Roofing Company - No outdoor storage
Miracle Pain Relief , LLC	234 Willard St Ste C. 32922	1	0	1	Massage Therapy Holistic Nutritional therapy
Applied Technical Services, LLC	843 N. Cocoa Blvd Unit A,32922	1	0	2	Welding of Equipment Parts
Jay Meldi 2024, LLC	1907 SR Highway 524, 32926	0	0	3	Gas & convenience Store
Quiet Waters Wellness Center	234 Willard Street,Ste C 32922	1	0	1	Acupuncture Clinic
Joyful Wellness Foundation, Inc	234 Willard Street, Ste C 32922	0	0	1	Health & Wellness Center promoting alternative services

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Elyse Delisle Art LLC, Desert Island Prints	415 Brevard Ave, 32922	1	0	1	Art Prints Sales & Classes for artwork
Eyedeal Photography LLC	313 Brevard Ave # 6	1	0	1	Photography Studio Appt Only
Icon Rocklear Florida, LLC	3051 Oxbow Circle# 101-32926	9	0	3	Automotive Detailing Services
Home Business BTR	Physical Address	# FT Employees	# PT Employees	Council District	Description
Bright Cleaning Team, LLC	605 S Fiske Blvd. 32922	1	0	1	Off Site Cleaning Services
Eileen Sofia 3847 Carpentry, Inc	2219 Spring Circle, 32922	4	0	3	Construction Framing Services
Brevard Air Conditioning Co. Corp	2958 Colchester Road, 32926	1	0	3	Air Conditioning Service & Installation

October 1-31 building inspections – 315

October 1-31 building permits issued – 146

Finance

- Finance processed hurricane payroll due to Hurricane Helene. This was not a disaster declared by FEMA, so the City will bear the full cost of Category B – Emergency Measures. It is anticipated that the only cost for the category will be payroll & food provided to those who reported from 8AM 9/26 to 8AM 9/27.
- The Finance Department has been notified that City’s auditing firm of MSL, PA is merging with Forvis Mazars effective November 1, 2024. There no changes to the audit contract currently in place. Forvis Mazars is a leading global professional services network operating under a single brand with just two members: Forvis Mazars, LLP in the United States and Forvis Mazars Group SC, an internationally integrated partnership operating in over 100 countries and territories. Both

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members share a commitment to providing an unmatched client experience, delivering audit & assurance, tax, advisory and consulting services across the globe.

- Annual inventory of the warehouse and fuel was completed by 9/30/24.

Fire Department

- The FireBlast training trailer has been returned to Fire Station 1.
- Recruit Firefighters graduated from Fire School (EFSC) on May 29th,2024 and have been added to staffing as full-time employees.
- Multiple Public Relations events attended by crews.
- New Brush truck arrived August 2024 and is currently awaiting modifications at Fleet.
- Crews worked several special events in downtown Cocoa Village over the last month with several more on the calendar.

Information Technology

- Project updates/highlights
 - Upgraded Hardware procured for CH Hosts
 - UCP Operational for deployment
 - Valencia College intern continues assignment in IT
- Helpdesk stats as of 9/20/2024
 - 151 open helpdesk tickets
 - 498 new tickets opened in last 30 days
 - 462 tickets closed/resolved in last 30 days
 - 5359 tickets opened in last 365 days

Police Department Updated 10/07/24-11/8/24

- Activity/Event highlights
 - Sworn in Officer Romo and Zayas on 11/4/24
- New project/training updates
 - 3 officers graduated from SWAT school on 10/25
- Chief's walk highlights
 - District 4 near Beverly Rd 10/23
- Community engagement highlights/events
 - Attending Boys and Girls Club meeting on 10/23/24
 - Truck or Treat event on 10/27
 - Attended Melbourne PD ribbon cutting event for new police department on 11/01
 - Attended the Kg competition on 11/08
- Call stats-Crime Stats: January 1, 2024- November 7, 2024 (For comparison purposes January 1, 2023-November 7, 2023, data is also included)

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- Property Crimes Offenses have decreased by 5%.
- Violent Crime Offenses decreased by 9%
- Overall, crime offenses have decreased by 7%.
- Code Enforcement stats/highlights/Activity:
 - September 9, 2024-September 20, 2024**
- New CODE Manager Tom Wilkinson started

Active Cases	43
Complied Cases	10
Code Board Cases scheduled for	4
Snipe Signs Pulled	60

Highlights:

- Working on Outstanding Business Tax Receipts.
- Working on increased lien reduction requests as a result of compliance being achieved and PD Assist calls – public health/safety.
- Working to resolve Hot Topics: Homeless camps & blighted vacant lots on US-1 & Bracco Pond & zoning violations.

Other Mentions:

Public Works

- Major project updates
 - Fiske and Broadmoor Acres – Under Construction
 - Lee Wenner Park Parking Lot Improvements Project – Under Construction
- Work order stats (received/closed)
 - 123 received
 - 109 closed
 - Residential Bulk Green Waste Requests This Period: 119
- Projects of interest managed by other agencies (FDOT, County, Brightline, etc.)

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- FDOT
 - SR 524 PD&E Study (437983-1) – In Progress
 - SR 501 Safety Project (447085-1) – Under Construction
 - SR 528 Widening and Reconstruction (407402-3) – In Design
 - SR 520 Safety Project Cox to Aurora (445689-1) - Under Construction
 - SR 520 Safety Project Aurora to Causeway (442885-1) - Under Construction
- Brightline/FEC
 - SCTPO wrapping up the Intermodal Station Feasibility Study.
 - RCE Grant Application – 4 quadrant gates at W. Highland crossing – Submitted by SCTPO.

Utilities

- Capital Project Updates: <https://www.cocoafl.org/1660/Utilities-Capital-Improvement-Projects>
- Operations – September
 - WFO Issued Work Orders – 1,097
 - WFO Completed Work Orders – 970
 - Hydrants Flushed – 474
 - Valves Exercised – 13
 - Utility Locate Requests – 2,360
 - SFO Issued Work Orders – 121
 - SFO Completed Work Orders – 84

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