



Office of the City Manager

65 Stone Street • Cocoa, FL 32922

PHONE: (321) 433-8660

To: Mayor and City Council Members
From: Stockton Whitten, City Manager
Date: July 22 – August 9, 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: 16 received/ 14 closed out - \$49.12 collected in fees
- Employment opportunities link: <https://www.governmentjobs.com/careers/cocoafl>
- New employees
 - Dontae Carn – Maintenance Worker II, Public Works/Streets, July 22, 2024
 - Hugh Ferril – Maintenance Worker I, Utilities/Water Field Operations, July 22, 2024
 - Haeun Kim – Environmental Analyst II, Utilities/Administration, July 22, 2024
 - Irene Ortega – Police Officer Trainee, Police /Administration, July 22, 2024
 - Mel Pfirrmann – Back-Flow Technician, Utilities/Field Operations, July 22, 2024
 - Madison Reheiser – Dispatcher/Communications Officer, Police /Communications, July 29, 2024
 - Joseph Bunch – Maintenance Worker I, Utilities/Water, August 5, 2024
 - Curtis Burr – Maintenance Worker I, Utilities/Water, August 5, 2024
 - Megan Romo – Dispatcher/Communications Officer, Police /Communications, August 5, 2024
 - Thomas Wadsworth – Utility Mechanic I, Utilities/Sellers, August 5, 2024
- Recent promotions
 - Scott Denton – Back-Flow Technician, Utilities/Field Operations, July 29, 2024
- Key retirements

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- Heidi Byron – Development Coordinator, Community Services/Building, September 6, 2024, 18 years

Communication and Economic Development

- Media Stories:
 - [Central Florida sandbag distributions ahead of Potential Tropical Cyclone Four](#)
 - [Cocoa Police Department: Data Shows Violent Crime Has Decreased by 14% Since Last Year](#)
 - [City of Cocoa to Host Community Redevelopment Agency Meetings at City Hall Starting Aug. 5](#)
 - [Cocoa prepares new Florida Brightline station, downtown hotel](#)
 - [Cocoa Police Officials Host Active Shooter Encounter Training Session at Erdman Automotive](#)
 - [Cocoa police dogs complete 'rigorous' K-9 training](#)
 - [Cocoa Police Department's Newest K-9s 'Hasko and Draco' Graduate K-9 School](#)
- New News Releases:
 - [A safer Community Emerges as we see Significant Crime Reduction in Cocoa](#)
 - [Cocoa Announces Vacancy for District 3 Council Seat](#)
 - [Help Your Irrigation System Work Smarter Not Harder This July](#)
 - [Josh Brown Awarded Inaugural Jump Start Scholarship](#)
- Upcoming Events:
 - August 23, 2024, 10am: Travis Center Computer Lab Grand Opening Event
 - August 26, 2024, 8:30a-5p: Small Business Conference at the Cocoa Civic Center
- Social media/e-newsletter statistics
 - [Facebook](#)
 - Post reach: 76,728
 - Post engagement: 6,397
 - Followers: 15,761
 - [Twitter](#)
 - Followers: 3,488
 - [LinkedIn](#)
 - Post impressions: 1,178
 - Followers: 1,247
 - [NextDoor](#)
 - Impressions: 1,900
 - Members: 5,364
 - [July e-newsletter \(Sent 7/3/24\)](#)
 - Sent to 696 contacts
 - 51% open rate (average open rate for e-mail marketing in 2022 is 17%)
 - [August e-newsletter \(Sent 8/2/24\)](#)
 - Sent to 713 contacts
 - 44% open rate (average open rate for e-mail marketing in 2022 is 17%)

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- Next printed FYI Newsletter mails October 1, 2024.
- Upcoming special events at Leisure Services facilities:
 - **Annual Alzheimer’s Association Walk to End Alzheimers**
 - September 21, 2024, 8am-12pm
 - Riverfront Park
 - **HCVMS Under the Harvest Moon Sip and Stroll**
 - September 28, 2024, 5-9pm
 - Myrt Tharpe Gazebo and Cocoa Village

Community Services – update 8/9/24

- **New businesses –July 18 - 30, 2024**

Commercial Business Name / DBA	Physical Address	# FT Employees	# Pt Employees	Council District	Description
Moonshine a Plant Based Kitchen	307 Delannoy Ave, 32922	2	3	1	Plant Based Kitchen Food Sales Mon - Thurs 7AM-8PM
Mix Masters Paint & Body Supplies LLC	809 N Cocoa Blvd Unit 101, 32922	3	0	2	Automotive paint & Supplies sales
Highway Hifi, LLC	809 N Cocoa Blvd Unit #102, 32922	3	1	2	Automotive Stereo installation sales & service
M & M Community Academy, Inc	807 Peachtree Street, 32922	7	0	1	***Name change only ** Tax Exempt ***
Home Business BTR	Physical Address	# FT Employees	# PT Employees	Council District	Description
Green Apple Lawn Care , LLC	1212 Oxford Way, 32922	0	0	4	Comm & Residential Lawn Care & Maintenance
Y & A Lawn Service, LLC	1103 Myrtle Lane, 32922	0	0	2	Comm & Residential Lawn Service

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AS Investments, LLC (Rental Property)	353 POMOLO Street, 32922	0	0	2	Rental Property BTR
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July 18-30 building inspections – 188

July 18-30 building permits issued – 92

Finance

- A balanced budget has been compiled. Presenting proposed budget to City Council for approval on 7/23/24. The Cocoa CRA and the Diamond Square CRA financial statements were completed.
- Staff is reconciling costs vs revenue for the Michael C. Blake homes that were recently sold.
- Internal control documentation is being reviewed for FY24 so that the auditors can begin interim audit in August/September.
- Utility billing generated 90,472 utility bills in June 2024.
- Purchasing is working on a cooperative bid for utility chemicals.

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
 - PD Server hardware successfully upgraded
 - ITB for replacement Storage Area Network (SAN) closed and bids were opened
 - EFSC intern has begun in IT
- Helpdesk stats as of 9/8/2022
 - 86 open helpdesk tickets
 - 479 new tickets opened in last 30 days
 - 462 tickets closed/resolved in last 30 days
 - 4844 tickets opened in last 365 days

Police Department Updated 4/18/24

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- Activity/Event highlights
 - Officer Swear in 4/8
 - Officer of the year Banquet 4/17
 - SWAT training in Orlando w/Brightline 4/9
 - Accreditation Formal Onsite Assessment 4/16-18
- New project/training updates
- Chief's walk highlights
 - None
- Community engagement highlights/events
 - Cooper Book signing 4/12-13
- Call stats-Crime Stats: January 1, 2024- April 14, 2024 (For comparison purposes January 1, 2023-April 14, 2023, data is also included)
 - Property Crimes Offenses have decreased by 11%.
 - Violent Crime Offenses decreased by 16%
 - Overall, crime offenses have decreased by 12%.
 - Calls for Service decreased 9% (22,131 in 2023 compared to 20,173 in 2024)
- Code Enforcement stats/highlights/Activity:

Active Cases	377
Complied Cases	193
Code Board Cases scheduled for	24
Snipe Signs Pulled	250

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

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- Fiske and Broadmoor Acres – Under Construction
- Parks Projects
 - Provost – Substantial Completion
 - Don Stradley Memorial Park- Substantial Completion
- Work order stats (received/closed)
 - 86 received
 - 80 closed
 - Residential Bulk Green Waste Requests: 98 from July 3rd through July 17th
- Projects of interest managed by other agencies (FDOT, County, Brightline, etc.)
 - 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) - In Design
 - SR 520 Safety Project Aurora to Causeway (442885-1) - Under Construction
 - Brightline/FEC
 - SCTPO wrapping up the Intermodal Station Feasibility Study.
 - SCTPO

Utilities

- Capital Project Updates: <https://www.cocoafl.org/1660/Utilities-Capital-Improvement-Projects>
- Operations – February
 - WFO Issued Work Orders – 1,589
 - WFO Completed Work Orders – 1,223
 - Hydrants Flushed – 144
 - Valves Exercised – 436
 - Utility Locate Requests – 2,395
 - SFO Issued Work Orders – 181
 - SFO Completed Work Orders – 137

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