



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: August 12 – 27, 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: 6 received/ 5 closed out - \$17.70 collected in fees
- Employment opportunities link: <https://www.governmentjobs.com/careers/cocoafl>
- New employees
 - Michael Gill – Assistant City Engineer, Public Works/Stormwater, August 12, 2024
 - Wallace Melick – Human Resources Coordinator, Administrative Services/Human Resources, August 13, 2024
 - Ricky Hoppes – Jr. Systems Administrator, Information Technology, August 19, 2024
 - Cody McDevitt – Maintenance Worker I, Public Works/Streets, August 19, 2024
 - David Nelson – Water Quality Laboratory Manager, Utilities/Administration, August 19, 2024
 - Anna Sova – Custodial Worker, Public Works/Facilities, August 19, 2024
 - Stephen Wojcik – Firefighter/EMT, Fire/Operations, August 19, 2024
- Recent promotions
 - N/A
- Key retirements
 - Vicki Jarnac – Sr. Stock Clerk, Finance/Inventory September 1, 2024, 36 years

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- Nicholas Moon – Police Sergeant, Police/Administration, 16 years
- Heidi Byron – Development Coordinator, Community Services/Building, September 6, 2024, 18 years

Communication and Economic Development

- Media Stories:
 - Cocoa Police Warn Residents About Increasing Trend of Automated Text Messaging, Spam Robotexts
 - Cocoa Police Sgt. Christopher Moderson Completes Florida Leadership Academy's 57th Class
- New News Releases:
 - Cocoa Voters to Decide on Economic Development Tax Program in November
 - Mayor Blake Elected President of Florida League of Cities for 2024-2025
 - City of Cocoa Donates Semi Tractor to Brevard Adult and Community Education
- Upcoming Events:
 -
- Social media/e-newsletter statistics
 - Facebook
 - Post reach: 15,832
 - Post engagement: 3,744
 - Followers: 15,784
 - Twitter
 - Followers: 3,496
 - LinkedIn
 - Post impressions: 2,021
 - Followers: 1,263
 - NextDoor
 - Impressions: 1,788
 - Members: 5,392
 - August e-newsletter (Sent 8/2/24)
 - Sent to 710 contacts
 - 45% open rate (average open rate for e-mail marketing in 2022 is 17%)
 - 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

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- **New businesses –August 1 - 21, 2024**

Commercial Business Name / DBA	Physical Address	# FT Employees	# Pt Employees	Council District	Description
Gold Head, LLC - Barbershop	805 N Fiske Blvd, 32922	1	0	2	Full Service Barber Shop -Sunday - Saturday 9 AM - 8PM
Evasion Distribution, LLC	410 Shearer Blvd, 32922	1	0	2	Screen Printing & Graphic Design services mon- Friday 9AM- 4:00 PM
AJT Engineering, Inc	1970 Michigan Ave Bld E	1	3	4	Existing Business** Location change Updated BTR# & Year.
Esis Services, Inc	620 Cidco Road, 32926	1	0	3	Asphalt Maintenance Office use Only -
Knuckle Busters Automotive, LLC	801 Peachtree Street, 32922	0	0	1	Automotive Repair Service Mon - Fri 8 AM- 4PM

August 1-21 building inspections – 226

August 1-21 building permits issued – 81

Finance

- Interim audit has continued.
- Purchasing is working with the City Manager on advertising and RFP for the 5 acres on Florida Ave.

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.

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- 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 8/18/24

- Activity/Event highlights
 - Sgt. Moderson graduate of Class 57 FI Leadership Academy 8/16
 - Porcher House with Business Merchants 8/8
 - Active Assailant Training at Mike Erdman Toyota 8/2
 - Cocoa CRA 8/5
- New project/training updates
 - None
- Chief’s walk highlights
 - Cambridge Dr & Vanderbilt Lane (District 4)
- Community engagement highlights/events
 - None
- Call stats-Crime Stats: January 1, 2024- August 18, 2024 (For comparison purposes January 1, 2023-August 18, 2023, data is also included)
 - Property Crimes Offenses have increased by 3%.
 - Violent Crime Offenses decreased by 7%
 - Overall, crime offenses have decreased by 1%.
- Code Enforcement stats/highlights/Activity:

July 19, 2024-August 20, 2024

Active Cases	43
Complied Cases	10
Code Board Cases scheduled for	4

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Snipe Signs Pulled	60
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Highlights:

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

Other Mentions:

Public Works

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

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Utilities

- Capital Project Updates: <https://www.cocoafl.org/1660/Utilities-Capital-Improvement-Projects>
- Operations – July
 - WFO Issued Work Orders – 1,242
 - WFO Completed Work Orders – 1,210
 - Hydrants Flushed – 482
 - Valves Exercised – 140
 - Utility Locate Requests – 2,373
 - SFO Issued Work Orders – 102
 - SFO Completed Work Orders – 116

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