



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: May 10 – 23, 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: 10 received/ 7 closed out - \$0 collected in fees
- Employment opportunities link: <https://www.governmentjobs.com/careers/cocoaf>
- New employees
 - Dustin Senf – Crewleader, Utilities/Water Field Operations, May 13, 2024
 - Nicole Chewuk – Accounts Payable Clerk, Finance/General Accounting, May 13, 2024
 - Keegan Teel – Utilities Mechanic I, Utilities/Dyal, May 13, 2024
 - Samantha Washington – Victims Advocate, Police/Administration, May 13, 2024
 - Jonathan Medina – Police Officer, Police/Administration, May 13, 2024
- Recent promotions
 - Jason Dowty – Police Officer Trainee, Police/Administration, April 29, 2024
 - Javier Karelovich – Crewleader, Public Works/Streets, May 6, 2024
 - Devirus Pollard – Maintenance Worker II, Utilities/Water Field Operations, May 13, 2024
 - Jeffrey Burton – Field Inspector, Utilities/Engineering, May 13, 2024
- Key retirements
 - N/A

Communication and Economic Development

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- Media Stories:
 - [Brevard County commissioners to vote on Brightline station in Cocoa](#)
 - [Brevard commissioners to discuss a potential Brightline station in Cocoa](#)
 - [Brevard County is so close to getting its own Brightline train station](#)
 - [Cocoa business owners eager for proposed Brightline stop](#)
 - [State Rep. Tyler Sirois excited about Brightline station in Cocoa despite 'work to do'](#)
 - [How Commissioner Steele, Cocoa aim to get money for Brightline station](#)
 - [Brightline train station could bring economic boost to Cocoa, Brevard](#)
 - [Board supports \\$5M Brevard tourism grant for Brightline station in Cocoa](#)
 - [Leaders OKs funding for next step in Cocoa Brightline station](#)
 - [Cocoa Police Welcomes K9 'Hasko' as Latest Addition to the Department](#)
 - [First funding approved for Cocoa Brightline Station](#)
 - [Steele proposes \\$5M Brevard tourism grant for Brightline Cocoa station](#)
 - [Brevard County approves millions for a future Brightline Cocoa station](#)
 - [Cocoa Police Commander Pat Doval Completes Northwestern University Center for Public Safety Training Course](#)
 - [Brevard County commissioners approve grant for Brightline station in Cocoa](#)
 - [Cocoa police officers rescue toddler from near drowning at apartment complex](#)
 - [Cocoa Police Officers Help Save Two-Year-Old Boy After Near Drowning](#)
 - [Cocoa Police Spotlight Community Hero Delores McLaughlin for Pioneering Youth Intervention Programs](#)
 - [Officials reveal strategy used to seek grants to build Brightline train station in Cocoa](#)
- New News Releases:
- Upcoming Events:
 - May 14, 2024: Hurricane Preparedness Expo
- Social media/e-newsletter statistics
 - [Facebook](#)
 - Post reach: 30,620
 - Post engagement: 1,778
 - Followers: 15,521
 - [Twitter](#)
 - Impressions: 1,869
 - Followers: 3,383
 - [LinkedIn](#)
 - Post impressions: 810
 - Followers: 1,187
 - [NextDoor](#)
 - Impressions: 1,902
 - Members: 5,095
 - [April e-newsletter](#) (Sent 4/5/24)
 - Sent to 681 contacts
 - 52% open rate (average open rate for e-mail marketing in 2022 is 17%)
 - [May e-newsletter](#) (Sent 5/6/24)

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- Sent to 685 contacts
- 49% open rate (average open rate for e-mail marketing in 2022 is 17%)
- Next printed FYI Newsletter mails July 1, 2024.
- Upcoming special events at Leisure Services facilities:
 - **The Preclampsia Foundation presents the Space Coast Promise Walk**
 - May 18, 2024, 7-10am
 - Cocoa Village and Riverfront Park
 - **19th Annual City of Cocoa Memorial Day Tribute Event and Parade**
 - May 27, 2024, 4-7pm
 - Riverfront Park and Cocoa Village

Community Services – update 5/22/2024

- **New businesses –April and May 2024**

Commercial Business Name / DBA	Physical Address	# FT Employees	# Pt Employees	Council District	Description
B & B Candles & Soaps, LLC	12 Stone Street, 32922	1	0	1	Soaps & Novelties (Gift Shop New Location)
Emerald Key Wellness, LLC	224 Forrest Ave. 32922	1	1	1	Wellness Clinic Health Services,
Nova's Gift Shop, LLC	116 Harrison Street, Ste A	1	0	1	Active Gift Shop*** Relocated to new Address
Ordinary to Extraordinary Life , LLC	602 Brevard Ave A 101 - 32922	1	0	1	Massage Therapist Coaching Teaching
Robins Nest Commcial Embriordery. Inc	319 River Edge Blvd#110 , 32922	1	1	1	Custom Commercial Embroidery Svcs- Mon - Thurs 10-3PM
Automated Logic Corporation	1541 N Cocoa Bld #106, 32922	4	0	2	HVAC & Refridgeration & Ventilation Equipment Company
Action Packed Gaming, LLC	603 Cidco Road, 32926	2	1	3	Gaming Products & Plastics & Acrylic Parts

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Tianna's Hair Palace, LLC	310 Brunson Ave #105, 32922	1	0	1	Hair Salon -By Appt Only ***
China Park Express, LLC	2301 Highway 524 #115, 32926	3	0	3	Chinese Take out - Tues-Sunday 11:00Am - 10PM
Sail's By Morgan Inc	229 Forrest Ave Unit B 32922	2	1	1	Sail Boat Sails & Repairs Complete Canvas work
Mexico's Grill Y Mariscos, LLC	1120 Clearlake Road. 32922	5	1	4	Full service Mexican Kitchen
Tienda Quetzal LLC,	1112 Lake Drive, 32922	2	0	1	Clothing Store & Pre-pkg Snacks
Beyond Bossy Boutique, LLC	1138 Lake Drive, 32922	1	0	1	New & used Clothing Sales
Home Business BTR	Physical Address	# FT Emp loye es	# PT Empl oyees	Cou ncil Dist	Description
Symplyme Apparel, LLC	1106 Abington Street, 32922	1	0	2	Online Sales clothes & Apparel.
Arnold Family Electric, LLC	1317 Elizabeth Ave, 32922	1	0	2	Home Office- for Mobile Electrician
Sunstate Tire Recycling, LLC	1043 N Range Road, 32926	2	0	3	Home Office Acct Payables & Rec for off site Business
Arise and Shine Enterprises, LLC	1718 Pineda Street, 32922	1	1	4	Internet Sales & Marketing
Haven Flowers	1354 S. Stetson Drive, 32922	1	0	4	Floral Arrangement By Appt only Weddings & Ect

May 1-22 building inspections – 273

May 1-22 building permits issued – 112

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Finance

- Staff is working to complete the FY24 Cocoa CRA and the Diamond Square CRA financial statements, which will then allow staff to complete the State Annual Financial Report for FY24.
- Staff is doing ongoing preparation for the FY25 budget.
- Staff is working with other departments to provide information for the CRISI grant that is due May 28.
- Staff is preparing F-ROC documentation to be presented to departmental staff to be used for the FY24 hurricane season & any other disasters that the City might experience henceforth.
- The hotel vendor for was selected & approved at the May Cocoa CRA meeting
- The vendor was selected for the CRA master plan updates. The agreement is in progress.
- The vendor for the Lee Wenner Park parking project was selected.
- Staff has been working with multiple departments on grant applications.
- The Pineda project will be bid once the state and federal grants are awarded.
- The Harry T. Moore Center doors and windows have been ordered.

Fire Department

- FireBlast training trailer remains at PRIDE getting body work done expected to be delivered in June 2024.
- April calls for service 510 (68% EMS, 32% Fire Related)
- Recruit Firefighters to graduate from Fire School (EFSC) May 29th,2024.
- Multiple Public Relations events attended by crews.
 - New Engine 31 Housing Ceremony 4/5/2024 at Fire Station 1.
 - Continued increase in call volume and multiple units down for repairs.
 - New Brush truck to arrive in June.
- Department fully staffed waiting for the graduation of the High School graduates to add to staffing as fulltime employees.
- Crews worked several special events in downtown Cocoa Village over the last month with several more on the calendar.
- Working with PD and IT for much needed upgrades for the Unified Command Post. Outdated equipment and technology not functioning in the unit.
- Welcome to the new Administrative Coordinator Tiffany Bonadio to Cocoa Fire Rescue Department.
- Hurricane Preparedness Expo at City Hall on May 14th.

Information Technology

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- 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

- 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.

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- 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; Groundbreaking Event to be held on Tuesday, February 6th at Carl Anderson Park at 9:00 am.
 - o Parks Projects
 - Provost – In progress
 - Don Stradley Memorial Park- In progress
- Work order stats (received/closed)
 - o 86 received
 - o 80 closed
 - o Residential Bulk Green Waste Requests: 61
- 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
 - Brightline formally launched a Request for Proposals (RFP) for a new station planned for the Treasure Coast of Florida. Brightline will announce the site in the first quarter of 2024.

Utilities

- Capital Project Updates: <https://www.cocoafl.org/1660/Utilities-Capital-Improvement-Projects>
- Operations – February
 - o WFO Issued Work Orders – 1,589
 - o WFO Completed Work Orders – 1,223
 - o Hydrants Flushed – 144
 - o Valves Exercised – 436

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- Utility Locate Requests – 2,395
- SFO Issued Work Orders – 181
- SFO Completed Work Orders – 137

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