



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: April 5 – 18, 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: 9 received/ 7 closed out - \$25.35 collected in fees
- Employment opportunities link: <https://www.governmentjobs.com/careers/cocoaf1>
- New employees
 - Daniel Lynch – Police Officer, Police/Police Administration, April 8, 2024
 - Jennifer Webster – Planner, City Manager/Planning, April 8, 2024
 - Daniel Cannon – Industrial Electrician, Utilities/Sellers, April 15, 2024
 - Shakeele Grandy – Maintenance Worker II, Public Works/Streets, April 15, 2024
 - Rhiannon Makurat – Records Technician, Public Works/Fleet, April 15, 2024
 - Aliyah Stinnett – Dispatcher/Communications Officer, Police/Communications, April 15, 2024
 - Hailey Taylor - Dispatcher/Communications Officer, Police/Communications, April 15, 2024
 - Marcus World - Maintenance Worker I, Utilities /Water Field Operations, April 15, 2024
- Recent promotions
 - N/A
- Key retirements
 - N/A

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Communication and Economic Development

- Media Stories:
 - Cocoa Police Department Honors Sgt. Anthony Colombo as Officer of the Year During Annual Award Ceremony
 - Cocoa officials, event organizers to meet after issues at 'Easter in the Park'
 - Cocoa city manager Stockton Whitten contract extension approved
 - Chief's Jawaan Taylor Presented with Key to city of Cocoa
 - Cocoa accepting volunteers for April 6 cleanup
 - Florida League of Cities Recognizes Brevard Officials With 2024 Home Rule Hero Award
 - Cocoa Police Department's K9 Draco receives new body armor
- New News Releases:
- Upcoming Events:
 - April 6, 2024: Trash Bash Clean-up Event
 - May 14, 2024: Hurricane Preparedness Expo
- Social media/e-newsletter statistics
 - Facebook
 - Post reach: 49,036
 - Post engagement: 7,417
 - Followers: 15,465
 - Twitter
 - Impressions: 4,393
 - Followers: 3,359
 - LinkedIn
 - Post impressions: 1,766
 - Followers: 1,177
 - NextDoor
 - Impressions: 5,306
 - Members: 5,015
 - March e-newsletter (Sent 3/5/24)
 - Sent to 675 contacts
 - 51% 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:
 - **Space Coast Runners Space Coast Classic 15K & 2 Miler**
 - April 13, 2024, 6:30-9:30am
 - Cocoa Village
 - **Brevard County Dog Training Club Responsible Dog Ownership "Woof it Up in the Park!"**
 - April 14, 2024, 9am-4pm
 - Riverfront Park

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Community Services – update 4/18/2024

- **New businesses –March 2024**

Commercial Business Name / DBA	Physical Address	# FT Emplo yees	# Pt Empl oyees	Counci l Distric t	Description
Tire Distributors Xperts,LLC Tireco Distributors	101 St. Johns Street, 32922	10	0	1	Wholesale Tire Sales only
Matthews Hope DBA Matthews Hope Chest	830 Forrest Ave, 32922	2	0	2	Thrift Store Clothes & furniture & Donations
Groovy and Glam Childrens Salon	313 Brevard Ave # 5, 32922	1	0	1	Childrens Hair Salon
Home Business BTR	Physical Address	# FT Emp loye es	# PT Empl oyees	Cou ncil Dist rict	Description
Olivia Sales Photography	719 Aurora Street, 32922	0	0	1	Traveling Photographer & On Site PhotoShoots
Luis A Leon Lawncare & Landscaping	2024 Rollins Drive, 32922	0	0	4	Lawncare & landscape Business

April 1-18 building inspections – 183

April 1-18 building permits issued – 65

Finance

- The annual financial audit has been completed and there were no audit comments.
- Selections for the Cocoa CRA & Diamond Square CRA master plan updates were made and recommendation went to the Boards for approval at their April meetings.
- Presentations for 603 Brevard were held. Recommendation to the Cocoa CRA will be made at their next meeting.
- CIP module for the FY25 budget closed.

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- Staff is doing preliminary work on the FY25 budget.
- 90,422 utility bills were generated for the month of March.
- 8,011 work requests were completed by Utility Support Services staff for the month of March.

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 10th, 2024.
- Multiple Public Relations events attended by crews.
- Chief Lamm attending State meetings in St. Augustine April 10th-12th.
- New Engine arrived 4/5/2024. Training being conducted on April 8th, 9th, and 19th and new equipment to be installed. Push-In ceremony to be scheduled in May 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.
- Chief Henessey appointed to the State Standards and Training Council by the State Chief Financial Officer (CFO). She will be representing the City of Cocoa along with the Bureau of Fire Standards and Training for the State of Florida.

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

- Activity/Event highlights

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- 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; Groundbreaking Event to be held on Tuesday, February 6th at Carl Anderson Park at 9:00 am.
- Parks Projects
 - Provost – In progress
 - Don Stradley Memorial Park- In progress
- Work order stats (received/closed)
 - 86 received
 - 80 closed
 - Residential Bulk Green Waste Requests: 61
- 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
 - 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
 - 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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