

# City of Cocoa

*65 Stone Street  
Cocoa, FL 32922*



## Meeting Agenda

**Tuesday, April 23, 2024**

**6:00 PM**

**Cocoa City Council Chambers**

**City Council**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

## II. APPROVAL OF AGENDA AND MINUTES:

AGENDA:

- II.1     [24-231](#)            Approval of the April 23, 2024 Regular City Council Meeting agenda as written or with amendments.

Attachments:        [04-23-2024 Short Agenda.pdf](#)

MINUTES:

- II.2     [24-228](#)            Approval of the February 13, 2024 Regular City Council Meeting minutes as written or with amendments.

Attachments:        [02-13-2024 Minutes ADA.pdf](#)  
                              [Exhibit A.pdf](#)  
                              [Exhibit B.pdf](#)

## III. AWARDS AND PRESENTATIONS:

- III.1    [24-109](#)            Citizen's Academy Graduation Ceremony.
- III.2    [24-227](#)            Proclamation Recognizing Professional Municipal Clerk's Week beginning May 5th, 2024 through May 11th, 2024.

Attachments:        [Professional Municipal Clerk's Week Proclamation.pdf](#)

## IV. DELEGATIONS:

In accordance with the City Council's rules and procedures, residents or tax-payers of the City (upon any subject of general or public interest), City employees (regarding his/her employment), and water and sewer customers (on matters related to the City's water and/or sewer system), may address the City Council under Delegations on items not on the printed agenda by filling out a speaker card.

Speaker cards are located outside the Council meeting room and should be provided to the City Clerk. Please observe the time limit of three (3) minutes while speaking under Delegations. Delegations shall be limited to thirty (30) minutes unless extended by Council.

## V. CONSENT AGENDA:

- V.1**     [24-197](#)     To Approve a Resolution Amending the FY24 Budget, BAF#24-078-T, Transferring Available Chemical Funds for Additional Work Required under Task Order No. 2024-35 Addendum #1 for Jacobs Engineering, Inc. to Provide Additional Task Order Support Services for Computerized Maintenance Management System (CMMS) Support (Task #3) Related to Water Supply and Water Treatment; To Approve Addendum #1 to Jacobs Engineering Task Order No. 2024-35 in the Amount of \$73,444.

**Attachments:**

[PO#81497 Jacobs Engineering Group Inc.pdf](#)  
[Budget Resolution FY 2024-038 ADA Compliant.docx](#)  
[BAF 24-078-T-UT- CMMS change with funds from Chemicals \(04-23-24\) Agend](#)  
[TO-JACOBS 2024-35.1 \\$73,444.00 - UT-DYAL 4020.pdf](#)  
[CMMS TO 2024-35 Addendum 1 signed.pdf](#)  
[COI Jacobs EXP 07.01.24.pdf](#)

- V.2**     [24-217](#)     Approve a resolution amending the current FY 2024 budget, BAF #: 24-063-A&T, for the mid-year budget review and cleanup, through the use of fund balance reserves, contingency and/or transfers between object classifications, within each fund. (Finance Director)

**Attachments:**

[Budget Resolution FY 2024-39 ADA Compliant.docx](#)  
[BAF 24-063-T-FN-MID Year Cleanup Tracking Sheet.pdf](#)  
[BAF 24-063-T-FN-MID Year Cleanup \(04-23-24\) Agenda # 24-217.pdf](#)  
[BAF 24-063-A-FN-MID Year Cleanup \(04-23-24\) Agenda # 24-217.pdf](#)  
[BAF 24-063-A-FN-MID Year Cleanup Tracking Sheet.pdf](#)

- V.3**     [24-218](#)     Authorize the City Manager to execute an agreement between the City of Cocoa and Ovation Construction, Inc. (361 S. Central Avenue, Orlando, FL32765), for the purposes of completing the Harry T. Moore Center Restoration Project (Windows and Doors) in a not to exceed amount of \$277,259.63, utilizing the Sourcewell contract FL-R6-GC08-111821-COC. Approve a Resolution Amending the FY24 Budget, BAF#24-081-A for the Grant award and expense. Approve a contingency resolution and authorize the City Manager to execute change orders to Ovation Construction, Inc. or Architects, RZK resulting from use of project contingency the amount of \$11,659.

**Attachments:**     [Contingency Resolution 2024-040.doc](#)  
[FL-R6-GC08-111821-OCC-HTM Construction Agreement.docx](#)  
[Sourcewell Contract Award](#)  
[EXHIBIT 2 QUOTE WOP #125390.00 R2.pdf](#)  
[EXHIBIT 4 - 23.h.sc.100.023GrantAwardAgreement\\_Executed.SW9.pdf](#)  
[EXHIBIT 1 -Contract FL-R6-GC08-111821-OCC.pdf](#)  
[Budget Resolution FY 2024-041 ADA Compliant.docx](#)  
[BAF 24-081-A-Harry T Moore Windows Grant \(4-23-24\) Agenda 24-218.pdf](#)

MULTI-YEAR CONTRACTS:

## **VI. PUBLIC HEARINGS:**

- VI.1**     [24-211](#)     Approve Ordinance on Second Reading updating Chapter 20, Traffic, Article III, Stopping, Standing and Parking, Division 2, Vehicle Impoundment of the City Code.

**Attachments:**     [Impoundment of Illegally Parked Vehicles.pdf](#)  
[Business Impact Estimate Cocoa \(Ordinance 03-2024\) 4-11-24.rtf](#)  
[Legal Ad Proof.pdf](#)

- VI.2**     [24-233](#)     Request to postpone consideration for approval of a Final Subdivision Plat consistent with Chapter 18 Subdivisions and Appendix A Zoning of the City Code for the Lakes at Cocoa Grove.

**Attachments:**     [10085412.pdf](#)

- VI.3**     [24-237](#)     Approve on Second and Final Reading an Ordinance authorizing the inclusion of the Winward Preserve and Lakes at Cocoa Grove projects located within the City of Cocoa into the Brevard County District 1 Road and Bridge Municipal Service Taxing Unit.

**Attachments:**     [Ordinance No. 04-2024.pdf](#)  
                              [Legal Ad.pdf](#)  
                              [Business Impact Estimate - MSTU.pdf](#)

## **VII. COUNCIL BUSINESS:**

- VII.1**     [24-165](#)     Approve the current Code Enforcement Lien for the property located at 215 Riverside Dr, be reduced to \$50,000.00 as recommended by the Code Enforcement Board.

**Attachments:**     [Council Summary.docx](#)  
                              [LR App.pdf](#)  
                              [LR Staff Report.docx](#)  
                              [Cost Aff -215.xlsx](#)  
                              [BCPAO.pdf](#)  
                              [Reg Agt.pdf](#)  
                              [2. Rpt NOH.docx](#)  
                              [2. Rpt NOH.docx](#)  
                              [BCPAO\(2\).pdf](#)  
                              [2023 DL.docx](#)  
                              [5. Order.pdf](#)  
                              [BCPAO\(2\).pdf](#)

- VII.2**    [24-166](#)            Approve the current Code Enforcement Lien for the property located at 1212 Myrtle Ln, for the original amount of \$8,410.00 as recommended by the Code Enforcement Board.

**Attachments:**    [Council Summary.docx](#)  
[LR App.pdf](#)  
[LR Staff Report.docx](#)  
[Cost Aff -1212.xlsx](#)  
[BCPAO.pdf](#)  
[2. NOV.docx](#)  
[3. FNOV.docx](#)  
[5. NOH.docx](#)  
[8. Facts.pdf](#)  
[8. NOHNC.docx](#)  
[11. Order.pdf](#)  
[2023 DL.docx](#)

- VII.3**    [24-167](#)            Approve the current Code Enforcement Lien for the property located at 1044 Myrtle Ln, be reduced to \$500.00 as recommended by the Code Enforcement Board.

**Attachments:**    [Council Summary.docx](#)  
[LR App.pdf](#)  
[LR Staff Report.docx](#)  
[Cost Aff -1044.xlsx](#)  
[BCPAO.pdf](#)  
[NOV.pdf](#)  
[NOH.pdf](#)  
[F.O.F.pdf](#)  
[NC Hearing.pdf](#)  
[Order.pdf](#)

## **VIII. CITY BUSINESS:**

## **IX. INFORMATIONAL AGENDA:**

- IX.1**    [24-214](#)            In accordance with City Code, Section 2-74, at the beginning of each month during the fiscal year, the City Manager shall submit to City Council data showing the relation between the estimated and actual income and expenses to date.

**Attachments:**    [Budget Classification Report March 2024.pdf](#)

**IX.2**    [24-215](#)            FY 2024 March Budget Adjustment Report

**Attachments:**        [Revenue Budget Tracking Worksheet.pdf](#)  
                                 [Expense Budget Tracking Worksheet.pdf](#)

**IX.3**    [24-216](#)            In accordance with the Financial Operations Manual (FOM) the City Manager shall submit to City Council in the form of an agenda item any approved change orders to construction contracts that the City Council has authorized the City Manager, by resolution, to approve in excess of the City Manager's spending authority.

**Attachments:**        [Change Orders-CM Authorized March 2024.pdf](#)  
                                 [Visualization Change Order Authorizations.pdf](#)

**IX.4**    [24-229](#)            Bi-weekly Report from April 5 - April 18, 2024.

**Attachments:**        [Council bi-weekly report.pdf](#)

**X. REPORTS:****XI. ADJOURNMENT****XII. NOTICE TO THE PUBLIC:**

This is a public meeting. All interested parties may attend in person. The facility wherein this public meeting will be held is accessible to the physically handicapped. In accordance with the Americans With Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk of the City of Cocoa, listed below, at least 48 hours prior to the meeting: Monica Arsenault, City Clerk, 65 Stone Street, Cocoa, by telephone at (321) 433-8488 or via email at [marsenault@cocoafl.gov](mailto:marsenault@cocoafl.gov).

Additionally, interested persons may view or listen to the meeting electronically at the following internet sites:

(1) <https://tinyurl.com/s5e875r> or

(2) <https://cocoa.legistar.com/DepartmentDetail.aspx?ID=26365&GUID=FF9D3369-D354-4FAB-800A-57D0AEE30153&Mode=MainBody>

However, the City is not responsible for technical difficulties that may occur while attempting to view or listen to the meeting on the internet.

Interested persons may submit their written comments or questions regarding the meeting prior to the meeting through Email at [meetings@cocoafl.org](mailto:meetings@cocoafl.org), or via E-comments through the online agenda. Any electronic comments submitted will be made part of the meeting record. Written comments or questions not relevant to the Council meeting agenda will not be made part of the meeting record but will be maintained as public record.

Pursuant to Section 286.0105, Florida Statutes, the City hereby advises the public that: if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearing, that person will need a record of the proceedings and for such purpose, affected persons may need to assure that a verbatim record of the proceedings is made, and such record shall include the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals otherwise not allowed by law.

Although members of the public are entitled to be heard by the City Council on certain items on the meeting agenda pursuant to the City Council Rules of Procedure, members of the public are not entitled to an immediate response by either administrative staff members or Council; however, the City Council or administrative staff may provide a response at their discretion. When presenting before the City Council, all comments or questions should be directed to the Mayor or the chair of the meeting. Comments or questions should not be made directly to administrative staff without permission from the Mayor or chair.

Public debate by individual speakers from the audience on public hearing items shall be limited to three (3) minutes. Applicants or representatives of recognized groups with special interests in a matter shall be limited to ten (10) minutes; and total debate on a single issue shall be limited to thirty (30) minutes. Only one presentation per person per item shall be allowed.

A Council member may add an item to the agenda during the meeting only at the time the agenda is approved. If the item requires action by the Council, then it may be added to the agenda by an affirmative vote of the Council, and written documentation must be submitted at the time the item is added to the agenda. Matters may also be raised by the Council, City Manager or City Attorney under reports and acted upon by the City Council.

This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.



