



Legislation Text

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CITY COUNCIL AGENDA ITEM

Memo Date: September 9, 2020
Agenda Date: September 23, 2020
Prepared By: Samantha Senger, Assistant to the City Manager/PR Specialist
Through: Matthew Fuhrer, Interim City Manager
Requested Action:
City Council approval of the revised scope of services agreement with Historic Cocoa Village Main Street as part of their Municipal Services Agreement with the City of Cocoa.

BACKGROUND:

On July 10, 2019, Cocoa City Council approved a Municipal Services Agreement between the City of Cocoa, Historic Cocoa Village Association and Cocoa Main Street for use of the Porcher House office suites 203 and 204. The term of this agreement is in effect through July 31, 2021. Included in the agreement and in exchange for use of the Porcher House office suites, the Historic Cocoa Village Main Street Association would have an outlined Scope of Services agreement. The scope of services was limited at the time of execution of this agreement with a clause in the agreement to bring back a more detailed scope of services on or before March 1, 2020. This would give the newly formed association time to put together a board of directors and a detailed work plan to present to the City.

Due to time delays related to the COVID-19 pandemic, this revised Scope of Services agreement was delayed. Attached to this agenda item is the revised Scope of Services Agreement. These services will be provided by Historic Cocoa Village Main Street Association for the City of Cocoa in exchange for the discounted rental of the office suites at the Porcher House.

Per the original Municipal Services Agreement, Historic Cocoa Village Main Street would be responsible for paying the Common Area Maintenance (CAM) charges each month for a total of \$39.90 monthly and a \$1.00 annual rental fee for the use of the offices.

A revised Municipal Services Agreement will be brought back before Council prior to the expiration of the current agreement on July 31, 2021.

STRATEGIC PLAN CONNECTION:

Image: Historic Cocoa Village Main Street is guided by the objectives of beautifying the Cocoa Village community through landscaping improvements and maintenance, assisting with promotion of the Cocoa Village community as a tourist and recreational destination and promote the Village as an economic driver in our community.

Economic Development: Increase the economic prosperity of Historic Cocoa Village through

promotion of the Village as an economic destination and assisting with recruitment efforts of businesses to the downtown community.

BUDGETARY IMPACT:

The annual lease for Suites 203 & 204 in accordance with the rate schedule is as follows:

\$8,593.20 - annual rent for the two spaces

\$478.80 - annual Common Area Maintenance fees for the two spaces

The City of Cocoa would be collecting \$1.00 annually for the rental of the office spaces and the \$478.80 annually for the common area maintenance fees.

PREVIOUS ACTION:

In 2019, the City of Cocoa entered in to a Municipal Services Agreement between Historic Cocoa Village Association and Cocoa Main Street as they were merging organizations. The details of that agreement are detailed in the agenda item above and attached to this agenda item.

In 2017, the City of Cocoa entered in to a Municipal Services Agreement with Greater Cocoa Community Partnership Inc. (Cocoa Main Street) for the lease of one office space at the Porcher House for \$1 annually. The agreement listed specific projects under scope of services that would be provided to the City in exchange for the discounted rent.

Prior to this, the Municipal Services Agreement with Cocoa Main Street was for an annual fee the Cocoa Community Redevelopment Agency paid to Cocoa Main Street in the amount of \$25,000.

RECOMMENDED MOTION:

Approve the revised scope of services agreement with Historic Cocoa Village Main Street as part of their Municipal Services Agreement with the City of Cocoa.