**Meeting Agenda**
**Thursday, February 20, 2025**

**7:00 PM**

**REGULAR MEETING**

**Cocoa Beach Country Club**
**5000 Tom Warriner Blvd.**
**Cocoa Beach, 32931**

**WELCOME**

**Meeting re-broadcasts on**: Spectrum - Channel 499 and www.cityofcocoabeach.com.
Meeting Video Archives: www.cityofcocoabeach.com

**Packets**: Packets are on the City's website (www.cityofcocoabeach.com) and at Commission meetings

**Rules of Order**: Robert's Rules of Order and the Florida Sunshine Law govern the conduct of our meeting

**Speaking Courtesy Rules**:

- The Commission accepts relevant comments.
- A time limit of three minutes is imposed on each speaker. If speaking for a group, the Commission may grant an additional three minutes
- Please direct comments and questions through the Mayor
- Complete speaker cards are required for each of the items you wish to address. Submit the card to the City Clerk prior to the introduction of the item. Speaker Cards are available in the rear of the Commission Room and in the City Clerk's office prior to the meeting. The purpose of the card is to obtain the spelling of your name, contact information if follow-up is needed, and provide for efficient meeting administration
- Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone

**Approval Of Order Of Business**:
Note: Members of the public, Commission and Staff may remove items from the Consent Agendas, if they wish to discuss them. Requests for removal need to be made known to the City Commission under the Approval of the Order of Business, at the beginning of the meeting

**Appealing a Decision**:

Any person desiring to appeal any decision made by the City Commission, with respect to any matter considered at such meeting or hearing, will need a record of the proceedings and for such purposes must ensure that a verbatim record and transcript of the proceeding is made in a form acceptable for official court proceedings, which record includes the testimony and evidence upon which the appeal is to be based. It shall be the responsibility of the person desiring to appeal any decision to prepare a verbatim record and transcript at his/her own expense as the City does not provide one

**American with Disabilities Act**:
ATTN: PERSONS WITH DISABILITIES. In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations to participate in this proceeding shall, at least forty-eight (48) hours prior to the meeting, contact the Office of the City Clerk at (321) 868-3286; Florida Relay Service (800) 955-8771 (TDD); or (800) 955-8770 (Voice) or 711.

THANK YOU for participating in your Cocoa Beach City Government.

---

A. MEETING CALLED TO ORDER

1. Pledge of Allegiance

2. Invocation by Pastor Keith Capizzi, Club Zion

3. Roll Call

B. APPROVAL OF THE AGENDA
(Note: Members of the public, Commission and Staff may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the City Commission under the Approval of the Order of Business, at the beginning of the meeting.)

C. PUBLIC COMMENTS
Comments will be heard on items that do not appear on the agenda of this meeting. Citizens will limit their comments to three (3) minutes. Per Commission Procedures, the City Commission will not take any action or discuss items brought up under the “Public Comment” section of the agenda. The City Commission may schedule such items as regular agenda items and act upon them in the future.

D. STAFF REPORTS AND ANNOUNCEMENTS

E. CITY ATTORNEY REPORTS AND ANNOUNCEMENTS

F. CITY COMMISSION REPORTS AND ANNOUNCEMENTS

G. CONSENT AGENDA

1. Approve the January 16th, and February 6th, Commission Meeting Minutes
   Staff Representative: City Clerk Department
   Recommendation: Approve

2. Approve the purchase from Kendal Signs for a new double sided LED illuminated monument sign for Sidney Fischer Park in the amount of $61,410. This is a budgeted item.
   Staff Representative: Brad Kalsow, Public Works/Water Rec Director
   Recommendation: Approve

3. Approve the recommendation to promote Justin Grimes to Fire Chief for the City of Cocoa Beach.
   Per Chapter 2, Article 1. Section 2.6 Fire Department of the City of Cocoa Beach Code of Ordinances.

   The City Manager is requesting the approval of the Interim Fire Chief, Justin Grimes, to the permanent Fire Chief for the City of Cocoa Beach. The term shall begin February 15, 2025, upon approval of the commission. His performance has been stellar, and he has more than demonstrated his ability to be the permanent Fire Chief for the City of Cocoa Beach.
   Staff Representative: Wayne Carragino, City Manager
   Recommendation: Approve

4. Accept the Quit Claim Deed provided by the Brevard County School Board for the Lift Station located on Freedom 7 School property. - ADDED 02/19/2025
   Staff Representative: Brad Kalsow, Water Reclamation

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. UNFINISHED BUSINESS

1. Adopt Resolution 2025-01, A Resolution of the City Commission of the City of Cocoa Beach, Florida; providing legislative findings; amending Resolution No. 2023-06, a Master Resolution for Fees, by the removal of vacation rental fees and fines and false advertising fines from that resolution and placing those vacation rental fees and fines and false advertising fines into separate matrices incorporated into this resolution; and providing for severability and an effective date.
   Staff Representative: Wayne Carragino, City Manager
   Recommendation: Adopt Resolution 2025-01 - Vacation Rental Fees

J. GENERAL PUBLIC COMMENT
(Only if not accommodated in the 30-minute Public Comment period earlier)

K. ADJOURNMENT

# City of Cocoa Beach City Commission
# Agenda Item Summary

| | |
|---|---|
| **DEPARTMENT MAKING REQUEST/NAME:** | / Karin Grooms, City Clerk |
| **MEETING DATE** | February 20, 2025 |

**REQUESTED MOTION/ACTION**
Approve the January 16th, and February 6th, Commission Meeting Minutes
Staff Representative: City Clerk Department
Recommendation: Approve

**IS THIS ITEM BUDGETED (IF APPLICABLE)?**
n/a

**BACKGROUND**:
Meeting Minutes

CITY OF COCOA BEACH
CITY COMMISSION MINUTES
January 16, 2025

## A. MEETING CALLED TO ORDER

Mayor Capizzi called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance
2. Keith Capizzi, Pastor, Club Zion Community Church
3. Roll Call

Commission Members Present:
City Commissioner - Mayor Keith Capizzi
City Commissioner Joshua Jackson
Vice-Mayor Skip Williams
City Commissioner Jeremy Hutcherson
City Commissioner Tim Tumulty

Administrative Members Present:
City Attorney Becky Vose
City Manager Wayne Carragino
City Clerk/ Assistant City Manager Karin Grooms
Interim Fire Chief Justin Grimes
Interim Deputy Fire Chief, Steve Lea
Fire Marshall Sal Liberto
Finance Director Hana Juman
Deputy Police Chief, Kris Kuehn
Police Officer Bill Stanley
Deputy Human Resources Director Jessica Hope
Development Services Director David Dickey
Deputy Finance Director Devan Taly
Human Resources Director Cindy DePina
Police Chief Wes Mullins
Project Manager Scott Maxim
Water Rec/ Public Works Director Brad Kalsow

## B. APPROVAL OF THE AGENDA

*(Note: Members of the public, Commission and Staff may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the City Commission under the Approval of the Order of Business, at the beginning of the meeting.)*

MOTION BY WILLIAM /TUMULTY
I MOVE TO APPROVE THE AGENDA AS READ
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

## C. PUBLIC COMMENT:

*Comments will be heard on items that do not appear on the agenda of this meeting. Citizens will limit their comments to three (3) minutes. Per Commission Procedures, the City Commission will not take any action or discuss items brought up under the "Public Comment" section of the* *agenda. The City Commission may schedule such items as regular agenda items and act upon them in the future.*

Ms. Janice Scott welcomed everyone and wished them a Happy New Year. She noted the previous year's budget. Requested the commission to emphasize the importance of addressing key topics from the past year early on. She discussed lifeguards, comparing county and city millage rates, and addressed city services in unincorporated areas.

**D. STAFF REPORTS AND ANNOUNCEMENTS**

Mr. Wayne Carragino, City Manager informed the commission that FDOT is changing of the speed limit and the changes from 35 mph to 30 mph from Minutemen Causeway to 16th Street South.

**E. CITY ATTORNEY REPORTS AND ANNOUNCEMENTS**

The City Attorney has no reports.

**F. CITY COMMISSION REPORTS AND ANNOUNCEMENTS**

Commissioner Jackson inquired about a beach advisory board and see the results of the board. Mr. Carragino spoke on the FDOT however was aware of the beach advisory board. Commissioner Jackson requested that it be looked into regarding the crossovers and recommendations.

Commissioner Williams wished everyone a blessed New Year.

Commissioner Tumulty wished everyone a Happy New Year. Spoke on the recent launch and upcoming launches.

Mayor Capizzi inquired about the "In God We Trust" placed onto the police vehicles.

**G. COMMUNITY REDEVELOPMENT AGENCY (CRA)**

*City Commission will temporarily recess, and then convene as the Cocoa Beach Downtown Community Redevelopment Agency for the following item(s):*

The mayor temporarily recessed the City Commission meeting and convened the Cocoa Beach Downtown Community Redevelopment Agency.

1. Requesting the commission to consider funding for Cocoa Beach Main Street.
   Representative: Kenne Wells, Cocoa Beach Main Street Director
   Staff Representative: Devan Taly, Deputy Finance Director

   Ms. Kenne Wells, Executive Director of Cocoa Beach Main Street, presented the 2024 Impact Report. She discussed the organization, staffing, financials, and fundraisers, highlighting the Brick Event, which sold over 700 bricks. She noted the CRA Plan's alignment with Cocoa Beach Main Street, recognized volunteers, and mentioned new businesses. She also outlined 2025 goals for the CRA Board.

   Vice-Mayor Williams inquired about the funds budgeted for Main Street and what funds were available within the CRA.

   Ms. Devan Taly, Deputy Director of Finance, noted that $15,000 of the funds were from the General Fund. Ms. Taly explained the request from Ms. Wells was being requested from the CRA Board and noted this is an unbudgeted item.

Vice-Mayor Williams inquired if the CRA had the funds to add another $25,000 to the $15,000 already provided for Main Street. Ms. Taly explained where funds could be derived from the Facade Grant program and explained how the $25,000 grant would be provided.

Ms. Janice Scott noted the history of Main Street and noted the city should not provide support services. Noting making their own way.

Ms. Marge Schneider noted she was a resident and a board director for Main Street. She urged the support of the funds and noted the volunteers' events and the budget.

Ms. Nadine Hill spoke about her past communities. She noted Cocoa Beach Main Street's dedication and the events.

Commissioner Hutcherson spoke on Main Street and what he sees they provide to the community. He mentioned a verbal conversation about removing Main Street from the budget and noted that the in-kind was not accounted for.

Mayor Capizzi brought up the approximate dollar value of the in-kind services Main Street receives from the City. He noted the organization using city facilities. Does not want the residents to subsidize the parties.

Commissioner Tumulty gave the history of Main Street and what was provided to the organization from the beginning. He noted the support of the downtown businesses and how they support other non-profits who earn money as well. Commissioner Tumulty gave Cocoa Beach High School AS an example.

Mayor Capizzi inquired what funds were used last fiscal year for the facade grant program and Ms. Taly noted only $130,000 of the $200,000 was used towards facade grants.

Commissioner Jackson acknowledged previous comments and discussed the success of the Brick Event. After researching other Main Street organizations, he noted most are funded in thirds. He outlined the funding breakdown and estimated the city would need to contribute $36,000 to match a third. He also suggested ways for Main Street to raise additional funds and challenged them to increase revenue where possible.

Vice Mayor Williams noted what was previously stated by the commissioners. Mentioned that the CRA will be funded through 2033 and spoke about property values increasing. Noted this is no additional cost to the residents for the $25,000 from the facade grant program. Vice-Mayor Williams noted that Cocoa Beach Main Street will be up to the challenge.

MOTION BY WILLIAMS/TUMULTY
I MOVE TO DIRECT CRA ACCOUNT TO RE-APPROPRIATE $25,000 FACADE TO MAIN STREET PROGRAM.
VOICE VOTE ON THE MOTION CARRIED 3/2 - MAYOR CAPIZZI AND COMMISSIONER HUTCHERSON NAY

Commission will reconvene for the remaining items.

**H. CONSENT AGENDA**

MOTION BY TUMULTY/ WILLIAMS
I MOVE TO APPROVE THE CONSENT AGENDA
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

1. Approve the December 5th, 2024 Commission Meeting Minutes
   Staff Representative: City Clerk Department
2. Approve the following meeting date:
   Tuesday, March 4th 2025 at 6:00 pm - Town Hall Meeting
3. Request Approval for the city to enter into contract negotiations with selected firms for CB25-002 Continuing Public Management Services. The two firms are Capital Strategic Solutions and InNovo Partners, LLC.
   Staff Representative: Devan Taly, Deputy Finance Director, Wayne Carragino, City Manager
4. **Board Appointments**
   **BOARD OF ADJUSTMENT**
   Re-Appoint John Kabboord serve a term ending in November 2028 (Seat 1 – Mayor Capizzi)
   Re-appoint Ron Boger to serve a term ending in November 2028 (Seat 2 – Commissioner Jackson)
   Appoint Don Haynes to serve a term ending in November 2028 (Seat 3 – Commissioner Tumulty)
   Appoint Karalyn Woulas as Alternate to serve a term ending in November 2028 (Seat 4 – Vice-Mayor Williams)

   **PLANNING BOARD**
   Re-appoint Matt Tschaar to serve a term ending November 2028 (Seat 2 - Commissioner Jackson)
   Appoint John Butera to serve a term ending November 2028 (Seat 3 - Commissioner Tumulty) added 01.15.25
   Appoint Margaret Schneider to serve as Alternate a term ending in November 2028 (Seat 3 - Commissioner Tumulty) added 01.5.25

Appoint Mike Miller to serve as Alternate a term ending in November 2028 (Seat 4 – Vice-Mayor Williams)

**SUSTAINABLE LAND ADVISORY COMMITTEE**
Appoint Jamie Glaner to serve a term ending in November 2026 (Seat 1 – Mayor Capizzi)
Appoint James Keith Capizzi to serve a term ending in November 2028 (Seat 2 – Commissioner Jackson)
Appoint Carol Kruse to serve a term ending in November 2026 (Seat 4 – Vice-Mayor Williams)
Appoint Waylon Locklear to serve a term ending November 2026 (Seat 5- Commissioner Hutcherson)

**LEISURE ADVISORY BOARD**
Re-appoint Mike Braddock to serve a term ending in November 2028 (Seat 2 – Commissioner Jackson)
Appoint Greg Lund to serve a term ending in November 2028 (Seat 3 - Commissioner Tumulty) added 01.15.25
Appoint Jay Caps to serve a term ending in November 2028 (Seat 1 - Mayor Capizzi)

**I. ITEMS REMOVED FROM THE CONSENT AGENDA**

**J. UNFINISHED BUSINESS**

1. Discuss the design and construction budget for Fire Station 50
   Staff Representative: Jeremy Hutcherson, Commissioner
   Recommendation: Re-consider path forward for Fire Station 50

   Commissioner Hutcherson made a motion to move forward with Fire Station 50 with capping the build at $3 million. The motion died due to lack of a second.

2. Discuss pedestrian/bicycle striping on the multi-use path along Minutemen Causeway
   Staff Representative: Wayne Carragino, City Manager
   Total Cost: $2,090.00
   Recommendation: Discuss and provide a decision on whether or not to move forward

   MOTION BY WILLIAMS/HUTCERSON
   I MOVE TO DISCUSS

   Mr. Rick Anderson, inquired about the width of the sidewalk and was concerned this would be a safety issue rather than helping.
   Commissioner Jackson noted the concerns but would like to see this take affect and address the public safety issue.

Vice-Mayor Williams noted the sidewalk would be narrow lanes, and noted its more of a suggestive notion to the e-biker's to move to the side.
Mayor Capizzi requested to add a few signs such as bikes yield to pedestrians.
Commissioner Tumulty noted it was a good step to put in the line. He spoke about the sidewalk traffic on Minutemen.
Vice-Mayor Williams noted the education factor more than anything else. He noted that with the e-bikes it would be more on the parents. Mentioned the commission is unable to make a rule for everything.
Chief Wes Mullins, Police Chief, inquired as what the commission expectations are regarding enforcement.
Vice-Mayor Williams confirmed this would be voluntary.

Ms. Becky Vose, City Attorney, stated that enforcement would require an ordinance.
Vice-Mayor Williams asked about the potential for a lawsuit if someone were hit in the bike lane. Ms. Vose confirmed the possibility. He then asked if something should be documented to mitigate legal risks, and Ms. Vose agreed to research the matter.

MOTION BY WILLIAMS/HUTCHERSON
MOVE TO FUND THIS AND NOT EXECUTE UNTIL AFTER NEXT MEETING
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Mayor Capizzi inquired from the Police Chief if he could work with the school regarding e-bike education.
Chief Mullins will work with the SRO to educate the riders as well as reach out to the TPO.

## K. NEW BUSINESS

1. Approve the scope of services and fee estimate from Mead & Hunt to perform engineering and design for three Lift Station Rehabilitation projects and Port Canaveral sewer force main air release valve replacement project. Total amount is $297,211. These are budgeted items.
   Staff Representative: Brad Kalsow, Water Reclamation Director

   MOTION BY HUTCHERSON/WILLIAMS
   I MOVE TO APPROVE AS READ.
   VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

2. Approve Construction budget ($350k) for Holiday Lane Boat Ramp project.
   Representative: Jeremy Hutcherson, Commissioner
   Recommendation: Approve

   MOTION BY WILLIAMS/HUTCHERSON
   I MOVE TO DISCUSS AND POTENTIALLY APPROVE

   Mr. Art resident of Holiday Lane thanked the City Manager for the correcting the ramp over the years. He inquired what the plans for installation. He discussed the lack of plans in the packet. He also explained how the homeowners of Ester Dr. own an majority of the water line.

   Vice-Mayor Williams noted only supporting taking out the existing ramp and then engineer concrete of the width of the ramp and replace. Noted there will not be finger docks installed. He also noted he would support an ordinance for that area for the easement, say no unoccupied vehicles, and they will be towed with a $250 fine.
   Commissioner Hutcherson noted the intention was to provision the funds. Noted the safety and understand the property rights.
   Mr. Art confirmed that there is a sign that states "No Commercial Use".

   Mr. Tom Kunz noted the importance of the ramp and has been using the ramp. Noted his family does not live on the water. He noted the other ramps are out of the way from his neighborhood. He noted his boat's issues getting from the other ramps to where he would like to be at. Mr. Kunz also noted that there was false information being sent around and he spoke on the current drop off at the end of the ramp.

   Ms. Julut Goodman, Holiday Lane Resident, noted she is close to the ramp. She spoke about the ramp itself and how it is a mess and is usable. Ms. Goodman mentioned being in favor for putting funds into the ramp, however, only concern is the plan and maintenance. She requested the commission to just improve what is already there. She also informed the Commission that it is currently difficult to move larger boats in this area and she spoke on the Mercado being built.

   Mr. Jack Kirshenbaum spoke about the ramp and potential plans. The city made a request to fund that ramp and it was a big deal. Mr. Kirshenbaum noted the Mercado, inquired about ownership of the canal, and he mentioned his sister owning the property at the end of the ramp. He noted there is no plan and mentioned the impact of the Mercado. He mentioned he is not for nor against. However, more information needs to come out.

   Mr. Orson Tarver mentioned the Mercado development and mentioned the owners sound supportive of the boat ramp. He noted the plans and the boat ramp and the use of it. Mr. Tarver explained how he has organized clean up's with trash and overgrowth. He noted this is a community ramp for locals. No one is wanting parking or making it commercial.

Vice-Mayor Williams spoke about the easement, and keeping the ramp as wide as it is currently. He discussed placing boats into the water at this ramp location.

Mayor Capizzi stated that he approved the $75,000 to maintain it. He spoke about access and spending funds on other agenda items other than a boat ramp. He spoke on the Fire Station and saving for other projects.
Ms. Vose concern, and documents about ownership of this property.
Commissioner Tumulty inquired about the easement and mentioned the deed to those on Holiday Lane. Ms. Vose confirmed. Commissioner Tumulty spoke on the boat ramps in the city. He noted Bicentennial Park.
Commissioner Tumulty noted the $75,000 and he spoke with the mercado. He noted the mis led with the petition. He also talked on maintenance.
Mr. Carragino spoke about the maintenance of the ramp.

Ms. Anit Kunz spoke on the conversation regarding the $75,000 was for the repair of ramp. She requested the commission is to take the $75,000 of the ramp and fix the bottom of the ramp.

Commissioner Tumulty confirmed he is for the $75,000 not the $350k. He also requested additional signage at the location.
Mayor Capizzi confirmed the need for the signage. He mentioned the concerns he had was if it was nice, the new hotel would use the ramp.
Commissioner Hutcherson inquired from the City Manager how the funds of $350k came up.
Mr. Carragino noted what he had done regarding the project with our continuing services agreements. He noted that the contractors gave the city the scope of $350k. Mr. Carragino is requesting the path forward for the ramp. He noted the conversation of the ramp.
Mayor Capizzi requested that the city continues to fix it, and be proactive in fixing the ramp.
Commissioner Jackson noted it was a history of the property and the easement. He stated that the safety of the ramp with the wedge of concrete targeting the low-water mark. Noted staying at the $75,000.

MOTION BY WILLIAMS/JACKSON
I MOVE TO APPROVE AMENDED MOTION AUTHORIZE UP TO AN ADDITIONAL $75,000 FOR THE IMPROVEMENT OF THE RAMP.
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Vice-Mayor Williams noted the need of latitude for the City Manager to get creative for the ramp.
Commissioner Hutcherson confirmed that the max to restore the ramp is $150,000.
Mayor Capizzi inquired if this would be something the city would do with the staff.

Ms. Vose noted that she wanted to do the research for the ramp.
Commissioner Tumulty noted there would be a title search.

VOICE VOTE ON THE AMENDED MOTION CARRIED UNANIMOUSLY.

MAIN MOTION CARRIES AS AMENDED.

*3.* Request that the city commission designate a specific portion of Minutemen (MM) Causeway as a park. (Minutemen Park)
South side of MM Causeway from La Riviere Rd to Rosevelt Elementary School.
North side of MM Causeway from Danube River Dr to Pelican Cove Condo.
Representative: Tim Tumulty, Commissioner
Recess was called at 8:39 pm by Mayor Capizzi.

Mayor Capizzi resumed the meeting at 8:49 pm.

MOTION BY WILLIAMS/TUMULTY
I MOVE TO DISCUSS TO DESIGNATE A PORTION OF MINUTEMEN CAUSEWAY A PARK.
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Vice-Mayor Williams inquired about calling it Minutemen Centennial Park.
Commissioner Tumulty noted it would be too much.
Mayor Capizzi inquiries more context and what is the plan.
Commissioner Tumulty noted the lighting and poles near the road. He spoke on how close the water is along Minutemen. It is the entry of for the school.
Commissioner Tumulty spoke regarding other potential revenue streams for parks. Discussed the opportunities.
Mayor Capizzi inquired about funding.
Commissioner Tumulty noted it would not cost anything.
Mayor Capizzi noted the north side of Minutemen and paving an extra lane at the elementary school to help with the flow of traffic.
Commissioner Tumulty agreed with the paving of the lane and the park would be past that point.
Mayor Capizzi noted as well working a drone company, and they work photos of the areas, and it showed erosion along Minutemen.
Commissioner Tumulty spoke about the seawall around the golf course.
Vice-Mayor Williams noted the seawall was grant funded. Commissioner Tumulty confirmed.
Commissioner Tumulty noted that the exact location doesn't need to be determined at this point.
Vice-Mayor requested to push it through the Sustainable Land Advisory Committee.
Mayor Capizzi is ok with the process and as long as it does not cost the city money.
Commissioner Hutcherson inquires about any downside to this. It was noted there was no downside.
Commissioner Jackson spoke about the park and the gave ideas of the future of the park.
Commissioner Tumulty spoke with the school sport teams and noting marking on the distance within the park.

Mr. Orson Tarver noted funding and requested that docks be part of the plan. Mr. Tarver noted FIND grants as a funding source. He mentioned TDC funds. Mention street scape and gave ideas.
Ms. Janice Scott spoke on the funding and the park. She spoke about Maritime Hammock park and the original plans. Requested the golf course to become a park.
Mr. Rick Anderson noted his opinion to the commission. He would like to ensure that this project would be maintained. He mentioned no river front access for citizens. He noted many parks but this would a great idea.

MOTION BY WILLIAMS/JACKSON
I MOVE TO DESIGNATE A SPECIFIC PORTION OF MINUTEMEN TO BE A PARK (TBD - LOCATION AND NAME AT A LATER TIME)

Mayor Capizzi inquired from the City Manager regarding any issues that could occur regarding this. Mr. Carragino inquired about ownership of the causeway. Ms. Vose would do a title search on the property.

VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

*4.* Set Appointments to Organizations for 2025
Representative: City Commission

**a) Space Coast Transportation Planning Organization (SCTPO)**
2025 Cocoa Beach Voting Delegate: **________________________**, Staff Representative: Morgan Zuhlke,
2024 Cocoa Beach Voting Delegate: Commissioner Skip Williams;
***The 2025 Cape Canaveral Voting and Primary Delegates are: Council Member Don Willis***
***Per the agreement, the Cities of Cocoa Beach/Cape Canaveral share Voting Delegates on the Transportation Planning Organization. For 2025, the Voting Delegate is Cocoa Beach and Cape Canaveral is designated the alternate.***

Vice-Mayor Williams spoke on working with the Space Coast Transportation Planning Organization. He noted the five year plan for the road ways in Cocoa Beach. He noted that we share the seat with Cape Canaveral and being the voting delegate. Vice-Mayor Williams explain the ability to advocate for beautification projects. He explained the meetings and what could be expected.

Vice-Mayor Williams nominated Mayor Capizzi for the SCTPO.

b) **b) Brevard County Water Supply Group (no set meeting time)**
Staff Representative: Water Reclamation Director Brad Kalsow

c) **c) Space Coast League of Cities (Meets 2nd Monday, 6:30 pm. at Hosting City) Space Coast League of Cities Intergovernmental Committee (2nd Monday, 5:45pm, at Hosting City)**

2025 Voting Delegate, _______________, Alternate Delegate
______________________________
2024 Voting Delegate, Karalyn Woulas, Commissioner Hutcherson as Alternate Delegate
Representative: City Commission

Commissioner Tumulty volunteered.
Vice-Mayor Williams inquired to keep Commissioner Hutcherson as alternate.

d) **d) General Employees' Pension Board - (Meets Quarterly 3pm, Thursdays before Commission meetings, Cocoa Beach)**
2025 Commission Representative: ____________________________
2024 Commission Representative: Commissioner Skip Williams

Vice-Mayor Williams agreed to keep working on the Pension Board.

e) **Cocoa Beach Art Show**
2025 Commission Representative: _________________
2024 Commission Representative: Mayor Keith Capizzi

Vice-Mayor Williams to keep the Mayor. Commissioner Tumulty inquired about both being on the Art Show board. Ms. Vose noted it would not be an issue.

f) **St. Johns River Water Management District (Meets as needed)**
2025 Staff Representative: Morgan Zuhlke, Stormwater Utility Manager

g) **Canaveral Port Authority (Meets usually the 3rd Wednesday of the month, 9:00 am)**
2025 Commission Representative: _______________________________
2024 Commission Representative: Commissioner Karalyn Woulas

Commissioner Jackson volunteered for the Port Authority meetings.

h) **Cocoa Beach Main Street**
Staff Representative: Carrie Lombardo, Government Affair Manager

*5.* **GENERAL PUBLIC COMMENT**
*(Only if not accommodated in the 30-minute Public Comment period earlier)*

**6. ADJOURNMENT**
The meeting was adjourned at 9:10 p.m.

_________________________________

_______________________________________

Karin Grooms,
City Clerk

Keith Capizzi
Mayor-Commissioner

CITY OF COCOA BEACH
CITY COMMISSION MINUTES
February 6, 2025

## A. MEETING CALLED TO ORDER

Mayor Capizzi called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance
2. Greg LeSieur, Pastor, Christ Lutheran Church
3. Roll Call

Commission Members Present:
City Commissioner - Mayor Keith Capizzi
City Commissioner Joshua Jackson
Vice-Mayor Skip Williams
City Commissioner Jeremy Hutcherson
City Commissioner Tim Tumulty

Administrative Members Present:
City Attorney Becky Vose
City Manager Wayne Carragino
City Clerk Karin Grooms
Fire Chief Justin Grimes
Deputy Development Services Director Brian Palmer
Development Services Dave Dickey
Deputy Finance Director Devan Taly
Finance Director Hana Juman
Human Resources Cindy DePina
Police Chief Wes Mullins
Project Manager Scott Maxim
Stormwater Manager, Morgan Zuhlke

## B. APPROVAL OF THE AGENDA

*(Note: Members of the public, Commission and Staff may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the City Commission under the Approval of the Order of Business, at the beginning of the meeting.)*

MOTION BY WILLIAM /TUMULTY
I MOVE TO APPROVE THE AGENDA
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

## C. PUBLIC COMMENT:

*Comments will be heard on items that do not appear on the agenda of this meeting. Citizens will limit their comments to three (3) minutes. Per Commission Procedures, the City Commission will not take any action or discuss items brought up under the "Public Comment" section of the* *agenda. The City Commission may schedule such items as regular agenda items and act upon them in the future.*

Mr. Vernon Thomas, a resident of Sunset Drive, commented on recent conversations regarding docks on Sunset. Mr. Thomas welcomed the commission to see the wildlife refuge outside his home on the canal. Mr. Thomas also spoke about e-bikes and the safety of the users. An example of an accident he had experience regarding two children with e-bikes.

Mr. James Elliot a resident of Sunset Drive noted the size of the canal and not in favor of the dock. Mayor Capizzi clarified the conversation regarding the docks and the location.

Ms. Janice Scott spoke about Port Canaveral and the amount of traffic the port had on January 25th. She also noted the port's rating and the expectations of the future of the port.

Mr. Rick Anderson discussed pedestrian safety and agreed with any measures to be taken. Also noted the speed bumps on A1A and compared to Indialantic's speed bump.

### D. STAFF REPORTS AND ANNOUNCEMENTS

Mr. Wayne Carragino, City Manager, noted the upcoming Vulnerability Assessment Workshop as well as informed the commission about the Annual Sea Oak Planting at 3rd Street South. Mr. Carragino noted the capping project progress to include the FDEP permit received to proceed forward.

### E. CITY ATTORNEY REPORTS AND ANNOUNCEMENTS

The City Attorney has no reports.

### F. CITY COMMISSION REPORTS AND ANNOUNCEMENTS

Vice - Mayor Williams addressed previous comments about FDOT and what the original plan was for A1A. He noted the requirements and explained where the speed bumps were expected to be installed. Noted the speed change.

Mayor Capizzi noted he was taking over the TPO and will make comments if it becomes an issue.

Commissioner Tumulty responded to the public comment regarding the e-bikes. He noted the new locations regarding the bike racks at the high school and explained why the sudden change. He also noted the speed and the lack of helmets.

Vice-Mayor Williams requested the City Attorney look at restrictions regarding e-bikes before it is brought forward at the next meeting.
Mayor Capizzi noted how the e-bikes are able to go faster.

## G. COMMUNITY REDEVELOPMENT AGENCY (CRA)

*City Commission will temporarily recess, and then convene as the Cocoa Beach Downtown Community Redevelopment Agency for the following item(s):*

The mayor temporarily recessed the City Commission meeting and convened the Cocoa Beach Downtown Community Redevelopment Agency.

1. Request approval to renew Cocoa Beach Mainstreet Lease Agreement
   Staff Representative: Devan Taly, Director of Grants & Special Projects

   MOTION BY TUMULTY/JACKSON
   I MOVE TO APPROVE THE RENEWAL OF THE COCOA BEACH MAIN STREET LEASE AGREEMENT
   VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

   Commission will reconvene for the remaining items.

## H. UNFINISHED BUSINESS

1. Adopt Resolution 2025-01, A Resolution of the City Commission of the City of Cocoa Beach, Florida; providing legislative findings; amending Resolution No. 2023-06, a Master Resolution for Fees, by the removal of vacation rental fees and fines and false advertising fines from that resolution and placing those vacation rental fees and fines and false advertising fines into separate matrices incorporated into this resolution; and providing for severability and an effective date.
   Staff Representative: Wayne Carragino, City Manager
   Recommendation: Adopt

MOTION BY WILLIAMS/HUTCHERSON
I MOVE TO DISCUSS

Vice-Mayor Williams mentioned that vacation rentals is a 'hot' topic in the city. He discussed the city's protocol per the state's regulations on vacation rentals. He noted the unregistered rentals and the usage of city resources. Vice-Mayor Williams confirmed the city is only allowed to do so much when regulating vacation rentals. He mentioned the proposed increase and why it is needed. Noted the breakdown provided by city staff and inquired about the numbers provided. Vice-Mayor Williams requested a breakdown of costs from staff with a balance sheet with separate funds and cost broken down.

MOTION BY WILLIAMS/HUTCHERSON
I MOVE TO TABLE TO FEBRUARY 20TH TO ALLOW TIME GET ADDITIONAL DATA,

GIVE PEOPLE TIME TO REVIEW THE DATA
VOICE VOTE ON THE MOTION; 3 AYE; 2 NAY, CAPIZZI, TUMULTY

## I. NEW BUSINESS

1. Adopt Resolution 2025-02, A Resolution of the City of Cocoa Beach, Florida, to charge an annual fee for renting a community garden bed in the City of Cocoa Beach Community Garden and providing for an effective date.
   Staff Representative: Scott Maxim, Project Manager
   Recommendation: Adopt

MOTION BY WILLIAMS/TUMULTY
I MOVE TO ADOPT RESOLUTION 2025-02.

Mayor Capizzi inquired about the Community Garden program.
Mr. Scott Maxim, Project Manager, explained the Community Garden and the fee's. Discussed the usage of the fee's collected.
Commissioner Hutcherson inquired if the current users were aware about this resolution and Mr. Maxim confirmed.

VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

## J. GENERAL PUBLIC COMMENT

*(Only if not accommodated in the 30-minute Public Comment period earlier)*
Mr. Finke, resident, spoke on the e-bikes. He noted it is the parents that don't care. He recommended that should go after the parents. He noted the need for protection of the public and the accidents.

Commissioner Tumulty noted his meetings since being elected. He noted the emails and the amount received. He informed residents that the commission received several exact emails and will consider them to be from one person.

Vice-Mayor Williams stated also noted that if emails sent to him, and the sender would like a timely response to provide an address and phone number. He noted he will respond, however, and would like to know who and where the complaints are coming from and if they are residents.

## K. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Karin Grooms,
City Clerk

Keith Capizzi
Mayor-Commissioner

# City of Cocoa Beach City Commission
# Agenda Item Summary

| | |
|---|---|
| **DEPARTMENT MAKING REQUEST/NAME:** | Public Works / Brad Kalsow, Director of Water Reclamation Carrie Lombardo, Executive Assistant |
| **MEETING DATE** | February 20, 2025 |

**REQUESTED MOTION/ACTION**
Approve the purchase from Kendal Signs for a new double sided LED illuminated monument sign for Sidney Fischer Park in the amount of $61,410. This is a budgeted item.
Staff Representative: Brad Kalsow, Public Works/Water Rec Director
Recommendation: Approve

**IS THIS ITEM BUDGETED (IF APPLICABLE)?**
$75,000 budgeted in Capital Account 001-3110-541-64-20

**BACKGROUND**:
The existing LED sign at Sidney Fischer Park is over 10 years of age and has been deteriorating and damaged by past storms. The electronics fail on a regular basis and the sign has been turned off until a new one can replace it. It has become an eyesore and needs to be replaced.

Kendal Signs designed and provided the new City Hall sign. Fischer park sign will have the same color concept with similar features. The message boards are the same size to provide consistency and continuity when displaying messages to the public.

A presentable landscape barrier will be installed by Public Works staff once the new sign is installed.

kendalSIGNS
DESIGN • FABRICATION • INSTALLATION

# PROPOSAL / CONTRACT

| | | | |
|---|---|---|---|
| **Customer:** | City of Cocoa Beach | **Contact:** | Carrie Lombardo |
| **Billing:** | 2 S Orlando Ave, Cocoa Beach, FL 32931 | **Phone:** | (321)868-3201 |
| **Jobsite:** | 2200 N Atlantic Ave, Cocoa Beach, FL 32931 | **Email:** | carrie.lombardo@cityofcocoabeach.com |
| **Project:** | Sidney Fischer Park - Monument Sign | **Date:** | 1/14/2024 |

## SCOPE OF WORK:

**Monument Sign** — $28,700.00

Manufacture and install one (1) double sided freestanding monument sign with routed and back copy and Electronic Message Center (EMC), 12'-0" x 10'-0" overall sign size. Custom fabricated aluminum skin and angle frame construction, turtle/fish to be routed 1/2" alum panel, wave accent to be dimensional fabricated alum topper both with paint break decoration. "Sidney Fischer Park" copy to be routed aluminum face backed with 3/16" thick acrylic and vinyl graphic overlay, City of Cocoa Beach logo to be contour channel logo, 3/16" thick white acrylic faces with digitally printed vinyl graphic and UV overlaminate, 1" orange trim cap, aluminum returns painted to match trim, internally illuminated with white LEDs. Accent lighting to externally illuminated turtle/fish and wave accents concealed LED lights to shine up onto surface boards and wave. Fabricated aluminum base with end cap on with brushed aluminum paint finish. All primed and painted acrylic polyurethane enamel paint, wave and turtle/fish to have high gloss finish.

Install on steel support pole in direct embedded concrete foundation (size TBD by Engineer). Includes hookup to new and/or existing electrical circuit within 6ft of sign location, to be provided by customers contractor.

**Electronic Message Center (EMC) - 6mm, 4'-0" x 8'-0"** — $30,400.00

Manufacture and install one (1) pair (qty2) Electronic Message Centers (EMC) 4'-0" x 8'-0" overall size and active viewing area. EMC to be full color (RGB) LED, high-res 6mm pixel pitch, 192x384 pixel matrix, 73,728 pixel count per face, wireless communication and cloud based software. Fabricated aluminum cabinet primed and painted acrylic polyurethane enamel. Install in new monument sign.

**EMC WARRANTY - Five (5) Year Parts and Onsite Labor Warranty**

**Remove Existing Sign** — $1,760.00

Labor and misc material to remove haul off and dispose of existing monument sign. Cut off existing steel support pole below grade.

Includes hookup to existing electric within 6ft of sign location if available at time of install.

| | |
|---|---|
| Permit acquisition | $350.00 |
| Engineering | $200.00 |
| Actual permit fee from the city or county billed at cost upon completion | TBD |

Sub-total: $61,410.00 Tax: $0.00 Total: $61,410.00 Deposit: $30,705.00

**Terms and Conditions:** A deposit of 50% of the total is due upon acceptance of job. Any job that includes an electronic message center requires a 60% deposit. Balance is due upon installation. Any payments not received in a timely manner by Kendal Signs, shall bear interest from the due date at the rate of 18% per annum, with a $50 late fee assessed per month for the past due accounts until paid in full. All signage to remain property of Kendal Signs until paid in full. Customer's failure to submit prompt final payment following installation as per plan shall constitute default. The client / buyer agrees to pay all cost in the event of default of payment by the client / buyer, including reasonable attorney's fees. The client / buyer hereby grants Kendal Signs the right of entry into and on the property of the client / buyer for the purpose of retaking possession of the signage in the event of default, regardless of partial payment received for signage. **3% fee applied to credit card transactions.**

**RESPECTFULLY SUBMITTED BY:** Marshall Stanton **E-MAIL:** marshall@kendalsigns.com

**Notes:** Kendal Signs will complete all work as per plan. Customer shall be assessed a lost trip charge if site is not ready upon crew's arrival. Pricing based upon 120 volt primary power to sign location by others. Substandard soil conditions (ex: coquina, rock, large roots, water, pipes, etc.) or fascia's (ex: steel beams) are additional. All additions, changes or errors that require additional time, labor or materials will be charged at Kendal Signs standard pricing. Kendal Signs reserves the right to apply minor final adjustments and revisions to any sign designs that is deemed in our sole discretions to benefit the sign's operation and / or overall appearance. **Pricing is valid for 60 days from date listed on proposal.**

**Product Warranty:** Kendal Signs' standard warranty is as follows: One (1) year on materials, finishes, general workmanship; includes parts and labor. One (1) year on ballasts and transformers; includes parts only; labor to be billed as extra. Ninety (90) days on neon; includes parts and labor. Thirty (30) days on fluorescent lamps; included parts and labor. Warranties for specialty products such as electronic message centers (LED displays) issued separately.

**ACCEPTANCE OF PROPOSAL:** The above price(s), specifications and conditions are satisfactory and are hereby accepted. I authorize Kendal Signs to perform the work as specified. I agree to make payments as outlined above.

DATE OF ACCEPTANCE PRINTED NAME SIGNATURE

# NEW MONUMENT D/F : SIDNEY FISCHER PARK

JOB SPECIFICATIONS:

Manufacture & install One (1) double sided LED Illuminated monument sign on a single pole support system.

"Sidney Fisher Park"
Routed & alum with stud mounted push thru 3/4" acrylic

"Cocoa Beach" logo Front lit channel capsule
Capsule face to be 3/16" thick acrylic
Digital print overlay
.040 Returns and Backs
1" Jewelite trimcap

One (1) PAIR of 4' x 8' : 6mm Full color EMCs

"TURTLE" accent panel to be routed 1/2" alum with paint break decoration

Add recessed uplighting for accent panel & top wave


SCALE = 3/8" = 1'

580 GUS HIPP BLVD. ROCKLEDGE, FL 32955 TEL: 321-636-5116 FAX: 321-636-0402

kendalSIGNS
DESIGN • FABRICATION • INSTALLATION

**Customer:** City of Cocoa Beach
**Address:** 2200 N. Atlantic Ave. Cocoa Bch FL 32931
**Designer:** Tracie **Sales:** Marshall **Date:** 11-19-24
**File Name:** City of Cocoa Beach _ Sidney Fischer Park_Monument sign

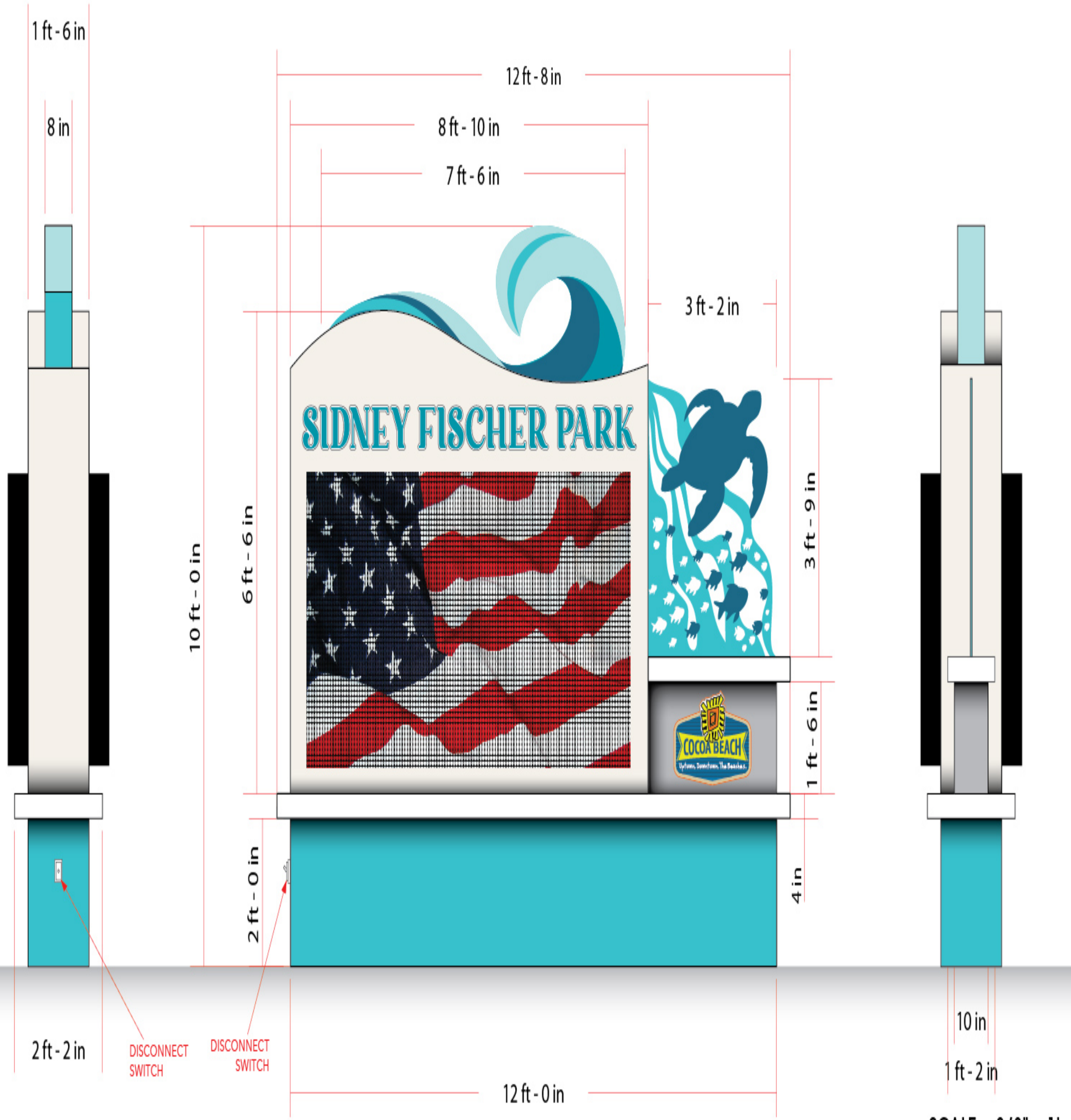
SIGNATURE FOR APPROVAL: DATE:

CUSTOMER NOTICE
Kendal Signs will endeavor to match colors specified, We cannot guarantee exact matches due to varying Compatibility of materials used. Final dimensions may vary from within this drawing. An exact scaled drawing Will be provided upon your request.

LISTED MET US Complies With UL 48

| REVISED: |
|---|
| 1-2-25 |
| 1-14-25 |
| 1-27-25 |
| 1-30-25 |

# NEW MONUMENT D/F : SIDNEY FISCHER PARK




SCALE = 3/8" = 1'


580 GUS HIPP BLVD. ROCKLEDGE, FL 32955 TEL: 321-636-5116 FAX: 321-636-0402

kendalSIGNS
DESIGN • FABRICATION • INSTALLATION


**Customer:** City of Cocoa Beach

**Address:** 2200 N. Atlantic Ave. Cocoa Bch FL 32931

**Designer:** Tracie **Sales:** Marshall **Date:** 11-19-24

**File Name:** City of Cocoa Beach _ Sidney Fischer Park_Monument sign

LISTED MET US Complies With UL 48

**SIGNATURE FOR APPROVAL:**

**DATE:**

**REVISED:**

1-2-25

1-14-25

1-27-25

1-30-25

**CUSTOMER NOTICE**

Kendal Signs will endeavor to match colors specified, We cannot guarantee exact matches due to varying Compatibility of materials used. Final dimensions may vary from within this drawing. An exact scaled drawing Will be provided upon your request.

# NEW MONUMENT D/F : SIDNEY FISHER PARK

PAINT - MAIN BODY
SW 7100 "ARCADE WHITE"

PAINT - POLE COVER
PMS 319c

PAINT - REVEALS
AKZO HIGH GLOSS WHITE

PAINT - BELOW PANEL
BRUSHED ALUM

SW 7100 "ARCADE WHITE"


AKZO HIGH GLOSS WHITE

BRUSHED ALUM

AKZO HIGH GLOSS WHITE

PMS 319c

SEE DETAILED PAGE FOR MEASUREMENTS

SCALE = NTS


580 GUS HIPP BLVD. ROCKLEDGE, FL 32955 TEL: 321-636-5116 FAX: 321-636-0402

kendalSIGNS
DESIGN • FABRICATION • INSTALLATION


**Customer:** City of Cocoa Beach

**Address:** 801 W. Cocoa Bch cswy Cocoa Bch FL 32931

**Designer:** Tracie **Sales:** Marshall **Date:** 11-19-24

**File Name:** City of Cocoa Beach _ Sidney Fisher Park_Monument sign

SIGNATURE FOR APPROVAL: DATE:

CUSTOMER NOTICE

Kendal Signs will endeavor to match colors specified, We cannot guarantee exact matches due to varying Compatibility of materials used. Final dimensions may vary from within this drawing. An exact scaled drawing Will be provided upon your request.

REVISED:
1-2-25
1-14-25
1-27-25
1-30-25

# NEW MONUMENT D/F : SIDNEY FISHER PARK

PMS 2392c
PAINT BREAK

FISH ON LT BLUE = ROUTED OUT

DRK BLUE FISH = PAINT BREAK

PMS 319c

I - A

PAINT
PMS 319c
GLOSS FINISH

PAINT - FISH / TURTLE
PMS 2392c
GLOSS FINISH

SCALE = 1" = 1'

* SOME ADJUSTMENTS FOR ROUTER MAY BE REQUIRED

SEE DETAILED PAGE FOR MEASUREMENTS

580 GUS HIPP BLVD. ROCKLEDGE, FL 32955 TEL: 321-636-5116 FAX: 321-636-0402

kendalSIGNS
DESIGN • FABRICATION • INSTALLATION

**Customer:** City of Cocoa Beach
**Address:** 801 W. Cocoa Bch cswy Cocoa Bch FL 32931
**Designer:** Tracie **Sales:** Marshall **Date:** 11-19-24
**File Name:** City of Cocoa Beach _ Sidney Fisher Park_Monument sign

SIGNATURE FOR APPROVAL: DATE:

CUSTOMER NOTICE
Kendal Signs will endeavor to match colors specified, We cannot guarantee exact matches due to varying Compatibility of materials used. Final dimensions may vary from within this drawing. An exact scaled drawing Will be provided upon your request.

| REVISED: |
| --- |
| 1-2-25 |
| 1-14-25 |
| 1-27-25 |
| 1-30-25 |

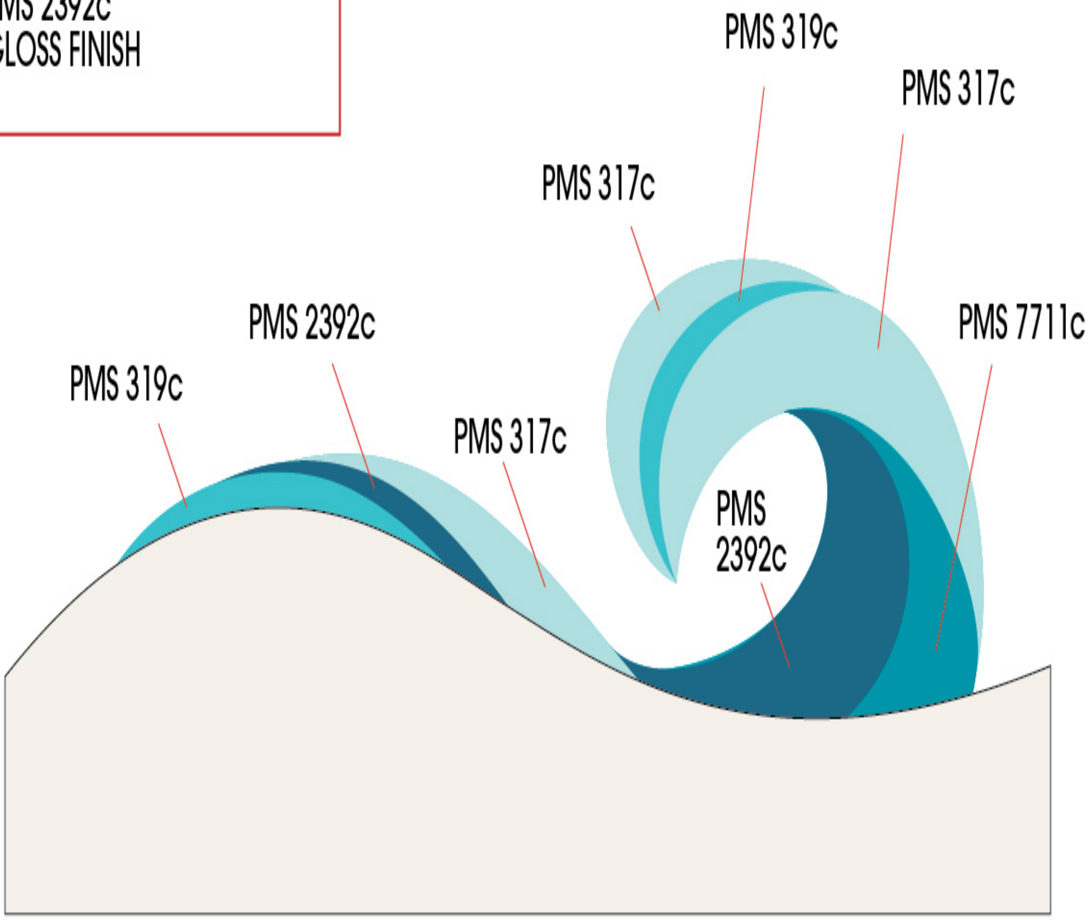
# NEW MONUMENT D/F : SIDNEY FISHER PARK

PAINT - WAVE 1
PMS 317c
GLOSS FINISH

PAINT - WAVE 2
PMS 319c
GLOSS FINISH

PAINT - WAVE 3
PMS 7711c
GLOSS FINISH

PAINT -WAVE 4
PMS 2392c
GLOSS FINISH




SEE DETAILED PAGE FOR MEASUREMENTS

SCALE = NTS

580 GUS HIPP BLVD. ROCKLEDGE, FL 32955 TEL: 321-636-5116 FAX: 321-636-0402

kendalSIGNS
DESIGN • FABRICATION • INSTALLATION

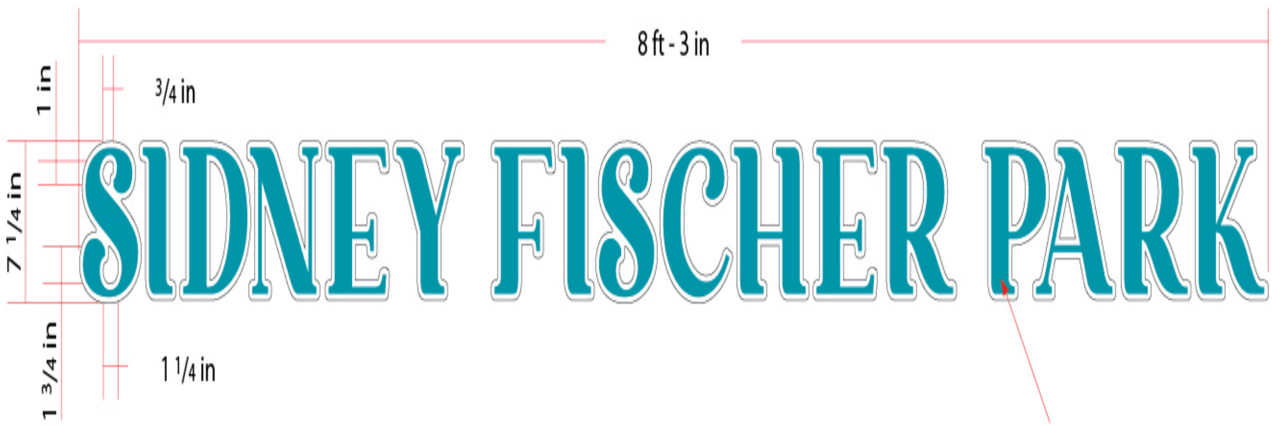
**Customer:** City of Cocoa Beach
**Address:** 801 W. Cocoa Bch cswy Cocoa Bch FL 32931
**Designer:** Tracie **Sales:** Marshall **Date:** 11-19-24
**File Name:** City of Cocoa Beach _ Sidney Fisher Park_Monument sign

**SIGNATURE FOR APPROVAL:** **DATE:**

**CUSTOMER NOTICE**
Kendal Signs will endeavor to match colors specified, We cannot guarantee exact matches due to varying Compatibility of materials used. Final dimensions may vary from within this drawing. An exact scaled drawing Will be provided upon your request.

| REVISED: |
| --- |
| 1-2-25 |
| 1-14-25 |
| 1-27-25 |
| 1-30-25 |
| |

# NEW MONUMENT D/F : SIDNEY FISHER PARK




VINYL
066 TURQUOISE BLUE

SCALE = 1”=1’
* OFFSET & SPACING MODIFIED
ENLARGED VIEW


TRIMCAP
“GEM” MANGO

RETURNS
PAINTED
TO MATCH
TRIMCAP

DIGITAL PRINT
AS SUPPLIED

SCALE = NTS

SEE DETAILED PAGE FOR MEASUREMENTS


580 GUS HIPP BLVD. ROCKLEDGE, FL 32955 TEL: 321-636-5116 FAX: 321-636-0402


kendalSIGNS
DESIGN • FABRICATION • INSTALLATION

**Customer:** City of Cocoa Beach
**Address:** 801 W. Cocoa Bch cswy Cocoa Bch FL 32931
**Designer:** Tracie **Sales:** Marshall **Date:** 11-19-24
**File Name:** City of Cocoa Beach _ Sidney Fisher Park_Monument sign

| SIGNATURE FOR APPROVAL: | DATE: |
|---|---|
| | REVISED: |
| | 1-2-25 |
| | 1-14-25 |
| | 1-27-25 |
| | 1-30-25 |

CUSTOMER NOTICE
Kendal Signs will endeavor to match colors specified, We cannot guarantee exact matches due to varying Compatibility of materials used. Final dimensions may vary from within this drawing. An exact scaled drawing Will be provided upon your request.

# City of Cocoa Beach City Commission
# Agenda Item Summary

| | |
|---|---|
| **DEPARTMENT MAKING REQUEST/NAME:** | City Manager / Wayne Carragino, City Manager |
| **MEETING DATE** | February 20, 2025 |

**REQUESTED MOTION/ACTION**
Approve the recommendation to promote Justin Grimes to Fire Chief for the City of Cocoa Beach.
Per Chapter 2, Article 1. Section 2.6 Fire Department of the City of Cocoa Beach Code of Ordinances.

The City Manager is requesting the approval of the Interim Fire Chief, Justin Grimes, to the permanent Fire Chief for the City of Cocoa Beach. The term shall begin February 15, 2025, upon approval of the commission. His performance has been stellar, and he has more than demonstrated his ability to be the permanent Fire Chief for the City of Cocoa Beach.
Staff Representative: Wayne Carragino, City Manager
Recommendation: Approve

**IS THIS ITEM BUDGETED (IF APPLICABLE)?**
n/a

**BACKGROUND**:
Per Chapter 2, Article 1. Section 2.6 Fire Department of the City of Cocoa Beach Code of Ordinances.

The City Manager is requesting the approval of the Interim Fire Chief, Justin Grimes, to the permanent Fire Chief for the City of Cocoa Beach. The term shall begin February 15, 2025, upon approval of the commission. His performance has been stellar, and he has more than demonstrated his ability to be the permanent Fire Chief for the City of Cocoa Beach.

# City of Cocoa Beach City Commission
# Agenda Item Summary

| | |
|---|---|
| **DEPARTMENT MAKING REQUEST/NAME:** | Water Reclamation / Brad Kalsow, Director of Water Reclamation |
| **MEETING DATE** | February 20, 2025 |

**REQUESTED MOTION/ACTION**
Accept the Quit Claim Deed provided by the Brevard County School Board for the Lift Station located on Freedom 7 School property. - ADDED 02/19/2025
Staff Representative: Brad Kalsow, Water Reclamation

**IS THIS ITEM BUDGETED (IF APPLICABLE)?**
n/a

**BACKGROUND**:
The City of Cocoa Beach will be improving the existing sewer lift station on the northwest corner of the Freedom 7 Elementary School campus. Staff is recommending that the Commission accept the deed of that property (approximately 40' x 50') to the City of Cocoa Beach.

This proposed transaction was referenced at the January 21, 2025, School Board meeting under the information agenda item relating to the proposed Memorandum of Understanding regarding Ramp Road Park. Adopted by the School Board on February 11, 2025.

This instrument prepared by/return to:
Vose Law Firm, LLP
City Attorney for the
City of Cocoa Beach, Florida
324 W Morse Blvd
Winter Park, FL 32789

Property Appraiser's
Parcel Identification No.:

# QUIT-CLAIM DEED

**This Quit-Claim Deed,** executed this ____ day of _____________, 202__, by the first party, SCHOOL BOARD OF BREVARD COUNTY, FLORIDA, whose address is 2700 Judge Fran Jamieson Way, Melbourne, FL 32940 ("Grantor"), to the second party, CITY OF COCOA BEACH, FLORIDA, a municipal corporation of the State of Florida, whose address is P.O. Box 322430, 1600 Minutemen Causeway, Cocoa Beach, FL 32931 ("Grantee").

(Wherever used herein, the terms "Grantor" and "Grantee" shall include singular and plural, heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, wherever the context so admits or requires.)

**Witnesseth,** that the said first party, for and in consideration of the sum of $10.00, and other good and valuable consideration paid by the second party, the receipt whereof is hereby acknowledged, does hereby remise, release, and quit claim unto the said second party forever, all the right, title, interest, claim, and demand which the said first party has in and to the following described parcel of land, and all improvements and appurtenances thereto, in Brevard County, State of Florida:

**Legal Description:** (See Exhibit A attached hereto)

**To Have and to Hold** the same together with all and singular the appurtenances thereunto belonging to or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit and behalf of the Grantee forever.

**THE REAL PROPERTY** described in this instrument is not nor ever has been the constitutional homestead nor the primary physical residence of the Grantor.

**In Witness Whereof,** the Grantor has executed this Quit Claim Deed as of the day and year first above written.

**IN WITNESS WHEREOF**, Grantor has hereunto set its hand and seal the day and year first above written of their own free will.

Lena A. Farnam
Witness #1 Signature

Lena A. Farnam
Witness # Printed Name

1403 Dallam Ave. N.W.
Palm Bay, FL 32907
Witness #1 Address

Witness #2 Signature

Allison Cowan
Witness #2 Printed Name

2360 Snapdragon Dr NW
Palm Bay, FL 32907
Witness #2 Address

Gene Trent
Chairman of the Brevard County School Board, Grantor

STATE OF FLORIDA
COUNTY OF Brevard

The foregoing instrument was acknowledged before me by means of [✓] physical presence or [ ] online notarization, this 11 day of February, 2025, by Gene Trent, who is [✓] personally known to me or who [ ] has produced ______________ (type of identification) as identification and has affirmed that he/she signs the instant deed of his/her own free will.

# LEGAL DESCRIPTION

# PARCEL 789

PARENT PARCEL ID#: 25-37-15-00-789

PURPOSE: FEE SIMPLE PROPERTY

## EXHIBIT "A"

SHEET I OF 3

NOT VALID WITHOUT SHEETS 2/3 OF 3

THIS IS NOT A SURVEY

LEGAL DESCRIPTION: PARCEL 789, FEE SIMPLE PROPERTY (PREPARED BY SURVEYOR)

PORTIONS OF GOVERNMENT LOTS 1 AND 2 AND EAST 1/2 OF THE NORTHEAST 1/4 OF SECTION 15, TOWNSHIP 37 SOUTH, RANGE 25 EAST, BREVARD COUNTY, FLORIDA AND PORTIONS OF GOVERNMENT LOTS 1 & 2, AS PER OFFICIAL RECORDS BOOK 12, PAGE(S) 425, 408, AND 412, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF THE LANDS DESCRIBED IN THE OFFICIAL RECORDS BOOK 12, PAGE(S) 425, 408, 412, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA, LYING ON THE SOUTH RIGHT OF WAY LINE OF SOUTH 4TH STREET; THENCE RUN N89°31'55"E ALONG THE SAID RIGHT OF WAY LINE A DISTANCE OF 47.00 FEET TO THE NORTHWEST CORNER OF THAT BELLSOUTH EASEMENT AS RECORDED IN OFFICIAL RECORDS BOOK 5714, PAGE 6989, PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA; THENCE S00°28'05"E ALONG SAID WEST LINE A DISTANCE OF 35.97 FEET; THENCE S89°31'55"W A DISTANCE OF 45.48 FEET TO THE WEST LINE OF SAID LANDS DESCRIBED IN THE OFFICIAL RECORDS BOOK 12, PAGE(S) 425, 408, 412; THENCE N02°53'41"W ALONG SAID WEST LINE A DISTANCE OF 36.00 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 1708 SQUARE FEET, MORE OR LESS.

# NOTES AND ABBREVIATIONS

## PARCEL 789

PARENT PARCEL ID#: 25-37-15-00-789
PURPOSE: FEE SIMPLE PROPERTY

EXHIBIT "A"
SHEET 2 OF 3
NOT VALID WITHOUT SHEETS 1/3 OF 3
THIS IS NOT A SURVEY

SURVEYORS NOTES:

1. ANY AND ALL IMPROVEMENTS WITHIN THE DESCRIBED AREA ARE BASED UPON A TOPOGRAPHIC SURVEY BY L&S DIVERSIFIED, PROJECT NUMBER 240046 DATED APRIL 24, 2024.
2. THE PURPOSE OF THIS SKETCH OF DESCRIPTION IS TO ESTABLISH A FEE SIMPLE PARCEL.
3. NO CORNERS WERE SET AS PART OF THIS SKETCH OF DESCRIPTION.
4. THIS SKETCH OF DESCRIPTION IS NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OR AN ELECTRONIC COMPUTER GENERATED SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
5. THE BEARINGS SHOWN HEREON ARE ASSUMED AND BASED ON THE SOUTH RIGHT OF WAY LINE OF SOUTH 4TH STREET AS BEING NORTH 89°31'55" EAST.

SYMBOLS AND ABBREVIATION LEGEND:

N = NORTH
E = EAST
S = SOUTH
W = WEST
LB = LICENSED BUSINESS
ORB = OFFICIAL RECORDS BOOK
PB = PLAT BOOK
PG = PAGE
PIN = PARCEL IDENTIFICATION NUMBER
POB = POINT OF BEGINNING
R/W = RIGHT OF WAY

# SKETCH OF DESCRIPTION

# PARCEL 789

PARENT PARCEL ID#: 25-37-15-00-789

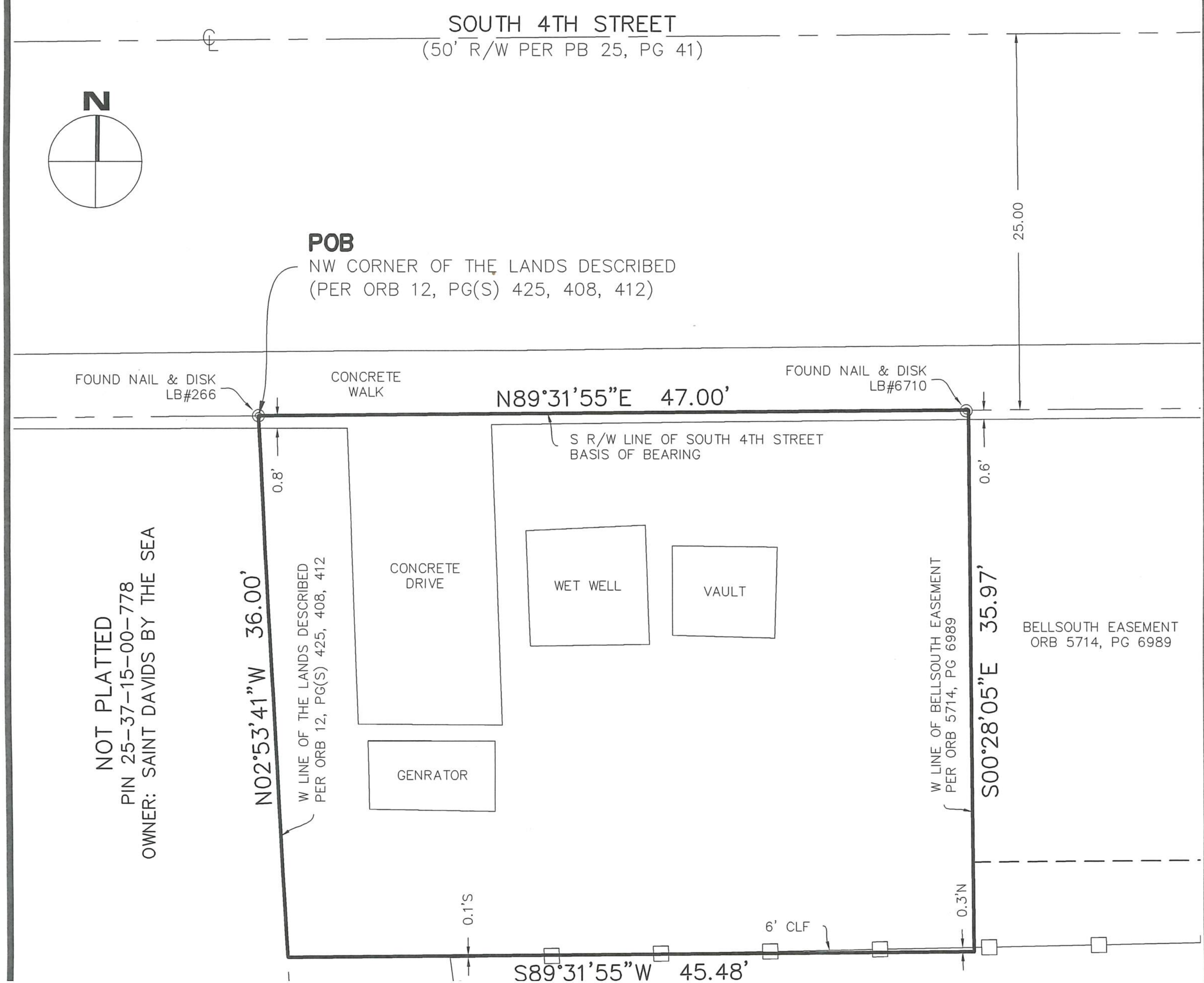
PURPOSE: FEE SIMPLE PROPERTY

## EXHIBIT "A"

SHEET 3 OF 3

NOT VALID WITHOUT SHEETS 1/2 OF 3

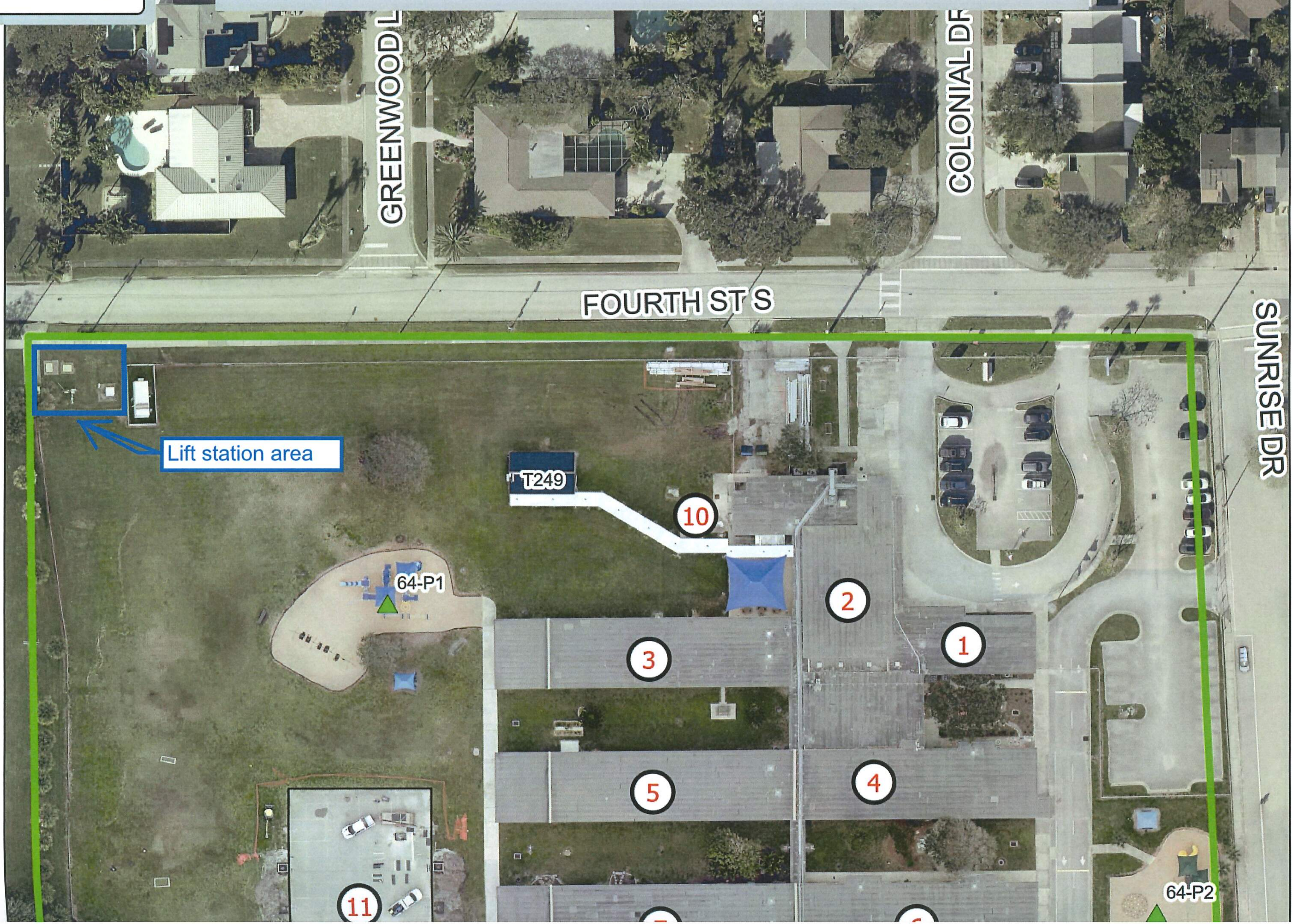
THIS IS NOT A SURVEY



# Freedom 7 Elementary

400 S 4th Street South, Cocoa Beach, FL 32931

**MSID # 5021**
**FISH # 64**



# City of Cocoa Beach City Commission
# Agenda Item Summary

| | |
|---|---|
| **DEPARTMENT MAKING REQUEST/NAME:** | City Manager / Wayne Carragino, City Manager |
| **MEETING DATE** | February 20, 2025 |

**REQUESTED MOTION/ACTION**

Adopt Resolution 2025-01, A Resolution of the City Commission of the City of Cocoa Beach, Florida; providing legislative findings; amending Resolution No. 2023-06, a Master Resolution for Fees, by the removal of vacation rental fees and fines and false advertising fines from that resolution and placing those vacation rental fees and fines and false advertising fines into separate matrices incorporated into this resolution; and providing for severability and an effective date.
Staff Representative: Wayne Carragino, City Manager
Recommendation: Adopt Resolution 2025-01 - Vacation Rental Fees

**IS THIS ITEM BUDGETED (IF APPLICABLE)?**

n/a

**BACKGROUND**:

Short Term Rental

## RESOLUTION NO. 2025-01

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA; PROVIDING LEGISLATIVE FINDINGS; AMENDING RESOLUTION NO. 2023-06, A MASTER RESOLUTION FOR FEES, BY THE REMOVAL OF VACATION RENTAL FEES AND FINES AND FALSE ADVERTISING FINES FROM THAT RESOLUTION AND PLACING THOSE VACATION RENTAL FEES AND FINES AND FALSE ADVERTISING FINES INTO SEPARATE MATRICES INCORPORATED INTO THIS RESOLUTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS,** the City of Cocoa Beach (hereinafter "City") enacts this Resolution through its home rule powers in the interest of the health, peace, safety, and general welfare of the citizens of and visitors to the City; and

**WHEREAS,** the City currently regulates vacation rentals located in the RS-1 single family residential zoning district (hereinafter "RS-1 District") for the reasons set forth in Sec. 26.5-1 of the Code of Ordinances of the City; and

**WHEREAS,** the costs to regulated vacation rentals in the RS-1 District continue to increase and the current vacation rental fees are artificially low at this point and do not come close to covering the actual costs to the City of such regulation; and

**WHEREAS,** taxpayers of the City of Cocoa Beach should not be burdened with the costs of regulation of vacation rentals; and

**WHEREAS,** the revised vacation rental fees set forth in Exhibit "A" hereto reasonably approximate the actual costs to the City of the regulation of vacation fees; and

**WHEREAS,** the City finds it appropriate to modify the civil penalties for violation of the false advertisement ordinance (Chapter 13.1 of the City Code of Ordinances); and

**WHEREAS,** the city commission hereby makes a legislative determination that violations of the portions of the City's vacation rental ordinance relating to violations of maximum occupancy and/or violations of operating without a vacation rental registration to be irreparable and irreversible in nature in that the harm to the citizens of Cocoa Beach and the harm to the reputation and good name of the City of Cocoa Beach caused by such violations cannot be undone; and

**WHEREAS,** the city commission hereby makes a legislative determination that violations of the City's false advertising ordinance to be irreparable and irreversible in nature in that the harm to the citizens of Cocoa Beach and the harm to the reputation and good name of the City of Cocoa Beach caused by such violations cannot be undone.

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Cocoa Beach, Florida, as follows:

**<u>SECTION ONE:</u>** The above recitals are true and correct and by this reference are hereby incorporated herein and made an integral part hereof as though fully set forth herein.

**<u>SECTION TWO:</u>** The vacation rental fees and fines and false advertising fines (a/k/a civil penalties for misleading advertisements) are hereby removed from Resolution No. 2023-06 and such fees and fines shall be as set forth in the attached Exhibits “A” (vacation rental fees and fines) and “B” (false advertisement fines).

**SECTION THREE:** All resolutions or parts of resolutions in conflict herewith are hereby repealed.

**SECTION FOUR:** The fees and fines schedules attached as Exhibits “A” and “B”, shall be posted on the City’s website and shall be made available in the Development Services Office and the City Manager’s Office.

**SECTION FIVE:** Effective Date: This resolution shall become in full force and effect upon adoption.

Upon Motion by Commissioner ____________________ and Seconded by Commissioner ____________________, this Resolution was duly adopted at a Regular Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the 6th day of February, 2025.

Ayes: _____
Nays: _____
Absent or Abstaining: _____

________________________________________
Keith Capizzi
Mayor-Commissioner

ATTEST:

________________________________
Karin Grooms, City Clerk

Exhibit A

| Cost | Per | **Vacation Rentals** |
|---|---|---|
| ~~$525.00~~ $2500.00 | Each | Vacation Rental Application & Registration Fee |
| ~~$325.00~~ $1500.00 | Each | Annual Renewal Vacation Rental Registration Fee |
| $35.00 | Each | Business Tax Receipt (BTR) |
| ~~$95.00~~ $175.00 | Each | Annual Safety (Fire) Inspection Fee |
| ~~$85.00~~ $175.00 | Each | Annual Building Department Inspection Fee |
| ~~$50.00~~ $250.00 | Each | No Show or Re-Inspection fee for initial and/or Annual Inspection Fee |
| $525.00 | Each | Change of Ownership Vacation Rental Application & Registration Fee |
| $250.00 | Each | Modification of existing vacation rental registration: (change in number of bedrooms or parking or change in location of parking spaces) |
| $250.00 | Each | Permanent Transfer of Responsible Party Fee (Site Manager) |
| ~~$50.00~~ $250.00 | Each | Temporary Transfer of Responsible Party Fee, each occurrence (max 30 days in a 12-month period) |
| ~~$250~~ $1500.00 | Each | Late Fee for Annual Registration |
| ~~$500.00~~ $250.00 | Day (First Day) | Penalty for Operating without Registration |
| ~~$250.00~~ $500 per day | Second Day | Penalty for Operating without Registration |
| $1000 per day | Third & subsequent days | Penalty for Operating without Registration per day beginning third day and beyond |
| $500 per day | First day | Operating at over occupancy greater than permitted – first offense/first day |
| $1000 per day | Second and subsequent days | Operating at over occupancy greater than permitted – second and subsequent offenses/per day |
| ~~$250.00~~ $500 per day | Each offense | Parking not in compliance with the approved parking plan (Billed to Owner) |

# Exhibit “B”

**Chapter 13.1 of the Cocoa Beach City Code provides in pertinent part:**

**Sec. 13.1-4. Specific misleading advertisements prohibited; punishments.**

(a) It shall be unlawful for any person to make or disseminate or cause to be made or disseminated before the general public, or any portion thereof, any misleading advertisement with a rational nexus to the City of Cocoa Beach. Such making or dissemination of misleading advertising with a rational nexus to the City of Cocoa Beach shall constitute and is hereby declared to be fraudulent and unlawful, designed and intended for obtaining money or property under false pretenses.

(b) Every day a violation of this section continues shall constitute a separate offense which shall be separately punished. Every discrete misleading advertisement shall constitute a separate offense which shall be separately punished.

(c) Every first violation of this section shall be deemed a civil infraction which may be punished in accordance with the provisions of section 30-22 of this Code. For purposes of the civil infraction, the civil penalty shall be as set forth in a Resolution of the city commission.

(d) Persons found to have committed repetitive misleading advertising activity, and the owners of the vacation rentals that are the subject of such repetitive misleading advertising activity, shall each be fined in an amount computed by the Special Magistrate based on criteria as set forth in a Resolution adopted by the city commission. If a management company or individual registered the vacation rental under the city's Vacation Rental Ordinance, such management company or individual, for the purposes of enforcing this ordinance, shall be subject to a rebuttable presumption to have been the person to have committed repetitive misleading advertising activity. Notices of violations under this article shall be sent to the management company, individual and owner of a vacation rental, and they shall then have a duty to monitor future advertisements of the vacation rental to prevent repetitive misleading advertising activity. The determination of whether a repetitive misleading advertising activity has taken place shall be made in a quasi-judicial hearing before the Special Magistrate of the City of Cocoa Beach.

(e) In addition, any violation of this section is deemed a public nuisance, and shall be subject to abatement by the city, and any person who is found in violation of this section shall be subject to injunctive relief in a court of competent jurisdiction to enjoin the violation, as well as any other relief permitted by law, and such relief shall be cumulative.

**Sec. 13.1-5. Presumption.**

There shall be a rebuttable presumption that the person(s) named in or obtaining the benefits, or calculated to obtain the benefits, of any misleading advertisement, or any rental, or prospective rental of any lodging establishment or other dwelling about which there is a misleading advertisement, including, but not limited to the owner(s) and the individual or management company handling such lodging establishment or other dwelling, are responsible for such misleading advertisement, have committed the violation prohibited herein, and are subject to the punishment provided herein.

- The civil infraction for a first violation shall be $250.00.

- The civil infraction for a second violation shall be $500.
- Subsequent violations shall each be punished by a civil infraction of $1000.00 each.

Civil infractions shall be assessed against those persons/entities as described in the above quoted ordinance provision.

## Development Services

| Development Services | Wage/Cost | Amount | Total Program Cost | Cost of Benefits | Annual Cost | Monthly Cost | NOTES/COMMENTS |
|---|---|---|---|---|---|---|---|
| **Personnel Costs** | | | | | | | |
| Code Enforcement Officers | $ 66,780.00 | 2 FTE | $ 133,560.00 | $ 60,102.00 | $ 193,662.00 | $ 16,138.50 | 1 additional postion to 1 existing position (2 total) |
| Development Services Deputy Director | $ 37,500.00 | .5 FTE | $ 37,500.00 | $ 16,875.00 | $ 54,375.00 | $ 9,062.50 | 50% of salary with benefits allocated towards program costs |
| Planner | $ 53,000.00 | .5 FTE | $ 26,500.00 | $ 11,925.00 | $ 38,425.00 | $ 3,202.08 | 50% of salary with benefits allocated towards program costs |
| Permit Tech | $ 46,700.00 | .5 FTE | $ 23,350.00 | $ 10,507.50 | $ 33,857.50 | $ 2,821.46 | 50% of salary with benefits allocated towards program costs |
| Personnel Total: | $ 203,980.00 | | $ 220,910.00 | $ 99,409.50 | $ 320,319.50 | $ 31,224.54 | Cost of benefits is wage plus 45% (costs of all employee benefits) |
| **Other/Misc** | | | | | | | |
| 2 Vehicles (One-time cost) | $ 50,000.00 | 2.0 | $ 100,000.00 | $ - | $ 100,000.00 | $ 8,333.33 | |
| Vehicle Insurance | $ 5,000.00 | | $ 5,000.00 | $ - | $ 5,000.00 | $ 416.67 | Cost for 5 current plus 2 additional vehicles |
| Fleet Maintenance | $ 3,000.00 | | $ 3,000.00 | $ - | $ 3,000.00 | $ 250.00 | Cost for 5 current plus 2 additional vehicles |
| Gasoline | $ 4,600.00 | | $ 4,600.00 | | $ 2,070.00 | $ 172.50 | 45% of annual fuel budget |
| Other/Misc Total: | $ 62,600.00 | | $ 108,000.00 | $ - | $ 110,070.00 | $ 9,172.50 | |
| | | | | **Development Services Total:** | **$ 430,389.50** | **$ 40,397.04** | Personnel cost plus Other/Misc cost |

## Police Department

| Police Department | Wage/Cost | Amount | Total Program Cost | Cost of Benefits | Annual Cost | Monthly Cost | NOTES/COMMENTS |
|---|---|---|---|---|---|---|---|
| **Personnel Costs** | | | | | | | |
| Police Officers | $ 51,000.00 | 2 FTE | $ 102,000.00 | $ 45,900.00 | $ 147,900.00 | $ 12,325.00 | 2 additional officers for patrol |
| Parking Enforcement Officers | $ 20.00 | 2 FTE | $ 41,600.00 | $ 18,720.00 | $ 60,320.00 | $ 5,026.67 | 2 additional part time parking enforcement |
| Personnel Total: | $ 51,000.00 | | $ 102,000.00 | $ 45,900.00 | $ 147,900.00 | $ 12,325.00 | |
| | **FY24/25 Budget** | | | | **Annual Cost** | **Monthly Cost** | |
| Police Operations | $ 6,602,283.00 | | | | $ 660,228.30 | $ 55,019.03 | |
| Beach Rangers | $ 123,321.00 | | | | $ 12,332.10 | $ 1,027.68 | |
| Parking Enforcement | $ 183,338.00 | | | | $ 18,333.80 | $ 1,527.82 | |
| Budgeted Totals: | $ 6,908,942.00 | | | | $ 690,894.20 | $ 57,574.52 | Annual cost is 10% estimate of the total Police budget |
| **Other/Misc** | | | | | | | |
| Vehicles (One-time cost) | $ 65,000.00 | 2 vehicles | $ 130,000.00 | $ - | $ 130,000.00 | $ 10,833.33 | |
| Vehicle Insurance | $ 1,200.00 | | $ 1,200.00 | $ - | $ 1,200.00 | $ 100.00 | Cost of insurance for 2 vehicles |
| Fleet Maintenance | $ 1,075.98 | | $ 1,075.98 | $ - | $ 1,075.98 | $ 89.67 | Maintenance for 2 vehicles |
| Gasoline | $ 95,321.92 | | $ 95,321.92 | | $ 9,532.19 | $ 794.35 | 10% of annual fuel budget |
| Other/Misc Total: | $ 162,597.90 | | $ 132,275.98 | $ - | $ 141,808.17 | $ 11,817.35 | |
| | | | | **Police Department Total:** | **$ 980,602.37** | **$ 81,716.86** | Budgeted totals plus Other/Misc costs |

## Fire Department

| Fire Department | FY24/25 Budget | | | | Annual Cost | Monthly Cost | |
|---|---|---|---|---|---|---|---|
| Fire Operations | $ 6,342,541.00 | | | | $ 634,254.10 | $ 52,854.51 | |
| Emergency Medical Services | $ 186,100.00 | | | | $ 18,610.00 | $ 1,550.83 | |
| Community Paramedic Program | $ 56,200.00 | | | | $ 5,620.00 | $ 468.33 | |
| | $ 6,584,841.00 | | | | $ 658,484.10 | $ 54,873.68 | Annual cost is 10% estimate of the total Fire budget |
| **Personnel Costs** | **Wage/Cost** | **Amount** | **Total Program Cost** | **Cost of Benefits** | **Annual Cost** | **Monthly Cost** | |
| Fire Inspector | $ 25.00 | 1 FTE | $ 52,000.00 | $ 23,400.00 | $ 75,400.00 | $ 6,283.33 | $25 p/h plus cost of benefits (45% costs of all employee benefits) |
| Personnel Total: | $ 25.00 | | $ 52,000.00 | $ 23,400.00 | $ 75,400.00 | $ 6,283.33 | |
| **Other/Misc** | | | | | | | |
| Vehicle Insurance | $ 7,000.00 | | $ 7,000.00 | $ - | $ 7,000.00 | $ 583.33 | 10% annual cost of insurance |
| Fleet Maintenance | $ 4,392.70 | | $ 4,392.70 | $ - | $ 4,392.70 | $ 366.06 | 10% annual cost of maintenance |
| Gasoline/Diesel | $ 28,418.55 | | $ 28,418.55 | | $ 2,841.86 | $ 236.82 | 10% of annual fuel budget |
| Other/Misc Total: | $ 11,392.70 | | $ 11,392.70 | $ - | $ 14,234.56 | $ 1,186.21 | |
| | | | | **Fire Department Total:** | **$ 748,118.66** | **$ 62,343.22** | 10% of budgeted totals plus Personnel and Other/Misc costs |

## HR & Risk Personnel

| HR & Risk Personnel | FY24/25 Budget | | | | Annual Cost | Monthly Cost | |
|---|---|---|---|---|---|---|---|
| Administration | $ 493,298.00 | | | | $ 49,329.80 | $ 4,110.82 | Annual cost is 10% estimate of the total Human Resources/Risk budget |
| | | | | **HR & Risk Personnel Total:** | **$ 49,329.80** | **$ 4,110.82** | |

| City Manager | FY24/25 Budget | | Annual Cost | Monthly Cost | |
|---|---|---|---|---|---|
| Administration | $ 646,515.00 | | $ 64,651.50 | $ 5,387.63 | Annual cost is 10% estimate of the total City Manager budget |
| | | **City Manager Total:** | **$ 64,651.50** | **$ 5,387.63** | |

| Legal Cost | Quote Provided | | Annual Cost | Monthly Cost | |
|---|---|---|---|---|---|
| City Attorney | $ 48,000.00 | | $ 48,000.00 | $ 4,000.00 | Annual cost is estimate provided by City Attorney |
| | | **Legal Total:** | **$ 48,000.00** | **$ 4,000.00** | |

| Other/Miscellaneous Costs | | Annual Cost | Monthly Cost | |
|---|---|---|---|---|
| | | | | Estimates provided that may increase/decrease dependent on volume |
| Postage - mailed documents | | $ 5,000.00 | $ 416.67 | |
| Magistrate costs (estimated) | | $ 7,200.00 | $ 600.00 | |
| IT | | $ 14,699.00 | $ 1,224.92 | |
| | | $ 29,737.90 | $ 2,478.16 | |
| | **Other/Misc Total:** | **$ 56,636.90** | **$ 4,719.74** | |

| | Annual Cost | Monthly Cost | |
|---|---|---|---|
| **Grand Total:** | **$ 2,377,728.73** | **$ 202,675.31** | Final total (Development Services, Police, Fire, HR & Risk, City Manager, Legal, and Other/Misc.) |

- The proposed fee increase is to fund a comprehensive program to regulate short-term rental activity in the city.
- Approximately 67% of the 1,500 vacation rental units are **NOT** owned by residents of the city.
- In FY 2024, the city collected $100,306 in short-term rental registration fees. The difference between what is collected, and what it costs to regulate, is paid by the General Fund, which is largely funded thru property taxes.
- City taxpayers fund a significant portion of the cost to enforce city ordinances pertaining to short term rentals. The proposed fee increase will shift the financial burden from residents to short-term rental owners.
- The city currently does not have the staff to effectively administer the short-term rental program.
- The city has one full-time code enforcement officer – who enforces the ordinances.
- This single officer has a current case load of over 100 cases; this amount is unmanageable.