CITY OF COCOA BEACH, FLORIDA
CITY COMMISSION
COCOA BEACH COUNTRY CLUB - 5000 TOM WARRINER BOULEVARD, COCOA BEACH, 32931
MINUTES
May 16, 2024

A. MEETING CALLED TO ORDER

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

1. Pledge of Allegiance

2. Invocation by Troy Stanley, Pastor, First Christian Church of Cocoa Beach

3. Roll Call

**Commission Members Present:**
Commissioner Joshua Jackson
Commissioner Skip Williams
Commissioner Karalyn Woulas
Vice-Mayor Jeremy Hutcherson
Mayor Keith Capizzi

**Administrative Members Present:**
City Attorney Becky Vose
City Manager Wayne Carragino
City Clerk Karin Grooms
Chief Financial Officer/ Assistant City Manager Patrisha Draycott
Development Services Director Randy Stevenson
Staff Engineer, Morgan Zuhlke
Project Manager, Scott Maxim
Major Joe Versaggi
Deputy Human Resources Director, Jessica Hope
Human Resources Director, Cindy DePina
Human Resources Executive Specialist, Bruce Colkitt
Deputy CFO Joann Clark
Project/Grant Coordinator and CRA Admin. Devan Pritts
Fire Chief Ryan Duckworth
Leisure Services Director, Laird McLean
Information Technology Director, Kevin Perez
Information Technology Manager, Ron Munns
Information Technology System Analysis, Tristan Takacs
Information Technology System Tech 1, Nate Guruwatte
Information Technology System Tech 2, Mike Ledesma
Information Technology Support Coordinator , Lauren Domenech

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 HUTCHERSON / WILLIAMS
I MOVE TO APPROVE WITH H2 PULLED FROM CONSENT
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

C. SPECIAL PRESENTATIONS

1. Supervisor of Elections Voter Information Presentation
Supervisor of Elections Representative: Tim Bobanic
Staff Representative: Wayne Carragino, City Manager

Mr. Tim Bobanic, the Supervisor of Elections (SOE) for Brevard County, requested to come and discuss the 2024 election for the city. He thanked his staff for working at the Cocoa Beach High School all day promoting a program called "Your Vote Your Voice". Mr. Bobanic discussed the young voters in the 18-25 age bracket and the need to encourage the youth to vote. As of May 16th, Cocoa Beach's statistics for voters were: 9,149 registered voters. The city has three polling locations. However, precinct 215's location has changed due to Our Saviour no longer wishing to be a polling location. The new location will be Riverside.
Mr. Bobanic commended Cocoa Beach as the city always has a high turnout for general elections. Mentioned that Cocoa Beach had a 70% turnout during the 2020 election compared to the County at 58%.
Noted the dates of the election dates. August 20th primary election. Early voting for the primary will be August 10 - 17 with the closest location for the city would be Kiwanis on Merritt Island. Mentioned that during early voting a voter can vote at any open voting location. He discussed the mail ballots and when they would be sent out for the election. Mr. Bobanic mentioned to the commission and residents that there was a change regarding the mail-in ballot system. He noted the security measures and what was included from the Supervisor side of the election. Explained how to obtain and register for a mail-in ballot. Spoke more on the security of the election from their side of the election. Mr. Bobanic noted that they have 155 days of active election days. Mentioned the dates of ballots and what is expected from the Supervisor of Elections. The information provided by Mr. Bobanic included Florida Law that allows the SOE to start counting as easily as 25 days before the election. Other states cannot do so, like Florida. He mentioned that Brevard County in the 2022 election had over 95,000 ballots, and there were two pages, so there were 180,000 sheets of paper. Appreciated the ability to start counting early as they would not have had the result until days after the election.
He discussed the general election of November 5th with it being a presidential election. He spoke about the early voting dates being October 21 - November 2nd. Mentioned he added 5 days to accommodate early voters due to the large turnout; approximately 85% turnout. Mr. Bobanic stated that not only do Presidential Elections drive candidate

turnout, but so do local elections. He spoke on council elections and how these seats affect daily day lives. The decisions that are made for the residents are the local races. Mr. Bobanic discussed the need to vote on every ballot. He discussed the need for sample ballots and explained how every voter would receive a sample ballot before the general election. Thus giving voters the ability to research the amendments. He discussed the ways to vote on Election Day. Mr. Bobanic continued to discuss election integrity and noted the 2020 election. He confirmed that Brevard County did a 100% audit and the county did an outstanding job and had no issues.

Mayor Capizzi inquired about Mr. Bobanic's history as the Supervisor of Election. Mr. Bobanic gave a brief history of being appointed by Governor DeSantis, and he gave a brief description of his career. He noted that he worked as the Information Technology Director for the former Supervisor of Election, Lori Scott. He also noted his history in other locations and administrative aspects of elections for approximately 15 years.
Mr. Wayne Carragino, City Manager, inquired from Mr. Bobanic about his run for re-election. Mr. Bobanic confirmed his re-election bid.
Mayor Capizzi inquired about a learning curve for someone who hasn't done this. Mr. Bobanic spoke about the experience and it is a Presidential election. He also spoke on the challenges one faces learning the election laws and the need to have experience handling elections.

2. Presentation of the 2024 Community Sustainability Award
   Staff Representative: Wayne Carragino, City Manager

Commissioner Woulas presented the 2024 Community Sustainability Award to Ms. Kelly Lienke and the Tiny Turtle restaurant. Commissioner Woulas acknowledged all the practices that had been implemented by Ms. Lienke with small changes make a big impact.

Ms. Lienke thanked everyone for the nomination. She gave a history of The Tiny Turtle. She noted she did nominate herself due to being in business for 10 years. Growing into a full-service restaurant. She spoke about sustainability. She expressed her desire to change the industry by changing the footprint that's left behind. But she was also honored by the Surfriders Association with their nomination for this award as well.

D. 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.

Ms. Casey Haun (Spelling), spoke about vacation rentals near her home. She spoke about not being aware of the rules and regulations of vacation rentals. She requested that the city make the finding of the rules and regulations on the website easier to find. She is concerned some rules and regulations are too hard to enforce. And some of the regulations don't apply to her neighborhood as the zone she is located in. Requested that the commission impose the same regulations in her district as well as the other.

She noted she spoke about the different cities and their regulations. Spoke to the City of Cape Canaveral. She expressed her concerns and frustrations about the vacation rental situation.
Commissioner Williams mentioned the city is unable to make money from vacation rentals and only able to recoup funds spent on regulating them. The commissioner inquired from Mr. Randy Stevenson, Director of Development Services about the operations of running a business and what is required. It was confirmed a BTR is required for any business regardless of the zone they are located in. Mr. Stevenson also noted that they are aware of the vacation rental situations in other zones, and it is being addressed. He also explained why the current ordinance is in place. Commissioner Williams requested to see if the city could go to the doors of the vacation rentals and knock on the doors and Mr. Stevenson noted they are already doing so.
Commissioner Williams requested the City Attorney, Becky Vose, and Mr. Stevenson to work together to do the economic impact study and update the rules extending the vacation rental ordinance to the town center.

Mayor Capizzi noted a section of the area that has businesses and a residential strip and noted it would only work if the ordinance is extended.
Vice-Mayor Hutcherson noted the second approach with the BTR.
Per the discussion among the commission noted BTR will not fix the issue, the ordinance will need to be extended.

Mr. Sal Bo (Spelling) inquired about any new ordinances on beach businesses or any changes.
Mayor Capizzi noted there was no change as of this moment. The City Manager, Mr. Wayne Carragino noted they are currently working on the agreements. Mayor Capizzi requested that he reach out to the city for more details on the beach rentals.

E. STAFF REPORTS AND ANNOUNCEMENTS

Mr. Wayne Carragino, City Manager, discussed wanting to honor an employee at every meeting. Mr. Carragino honored Joann Clark from the Finance Department. Mr. Carragino spoke on her achievements and daily duties as the Deputy CFO.

F. CITY ATTORNEY REPORTS AND ANNOUNCEMENTS

The City Attorney had no reports.

G. CITY COMMISSION REPORTS AND ANNOUNCEMENTS

Commissioner Williams spoke on the upcoming events regarding the Boat Races. He noted the street party and reminded residents that the streets would be blocked.

Vice-Mayor Hutcherson spoke on his recent ride along with the Police Department. He spoke about the events that occurred during his ride-along.

Commissioner Williams noted his ride along during New Year's Eve.
Mayor Capizzi noted he would do the ride-along as well.

H. CONSENT AGENDA

MOTION BY WILLIAMS/WOULAS
I MOVE TO APPROVE THE CONSENT AGENDA WITH ITEM H2 PULLED
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

1. Approve Meeting Minutes from April 18th, 2024.
   Staff Representative: City Clerk
   Recommendation: Approval

2. Approve $955,000 APRA funds for Stormwater and Fire Department
   Staff Representative: Patrisha Draycott, CFO
   Recommendation: Approval

3. Approve changes to the City's Investment Policy
   Staff Representative: Patrisha Draycott, CFO/Assistant City Manager
   Recommendation: Approval

4. Geosyntec Task Order 7 for CBGOLF Muck Capping Project
   Staff Representative: Wayne Carragino, City Manager
   Recommendation: Approval

5. Approve Member Appointment to the **Police and Fire Pension Board:**
   Appoint Dan Avodasio as a regular member for a term to expire April 1, 2026,
   Commissioner Skip Williams (Seat 4)
   Appoint A.J. Anderson as a regular member for a term to expire April 1, 2026,
   Commissioner Karalyn Woulas (Seat 3)
   Representative: City Commission
   Recommendation: Approve Appointment

6. Confirm the following meeting:
   July 2nd, 2024 - 6:00 PM FY 25 Budget Workshop
   Staff Representative: Patrisha Draycott, CFO/Assistant City Manager
   Recommendation: Confirm

I. ITEMS REMOVED FROM THE CONSENT AGENDA

The City Attorney read item H2.
MOTION BY HUTCHERSON/WILLIAMS
I MOVE TO APPROVE AS READ
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Commissioner Hutcherson expressed his concern with the usage of APRA funds that is being used for unbudgeted items that were not considered a priority, now being a priority. Wanted to bring it forward to the commission's attention and think about putting it towards debt.

Ms. Patrisha Draycott, CFO/Assistant City Manager, acknowledges Commission Hutcherson's concerns but noted that a decision to use the remaining APRA funds must be made. She mentioned reaching out to the U.S. Treasury to get an understanding of whether the funds needed to be obligated to the project by the end of the calendar or if they must be used by the end of the calendar year. Staff is looking at the projects in the CIP and bringing forward the projects that need to be done, such as the stormwater rate study. This needs to be completed as the study has not been completed and needs to be done. She noted the concerns.

Commissioner Williams noted his experience with government obligations. The funds are taxpayers dollars and the funds are not free.

Commissioner Woulas spoke about other infrastructure that needed to be worked on and the lobbyist. Ms. Draycott spoke about slip-lining in areas, but this will help. Commissioner Woulas noted it helps contribute to issues in the city.
Staff Engineer, Morgan Zulihke, explained what was done and what will be completed moving forward. Commissioner Woulas spoke about all the projects that needed to be worked on. Ms. Draycott explained the needed maintenance.

Mr. Tim Tumulty spoke about the history of the new buildings, and how the buildings kept being pushed back. Therefore, missing opportunities that could be able to be used.

J. UNFINISHED BUSINESS

1. Approve the request by Wayne Carragino to continue in his current position of City Manager.
   Staff Representative: Wayne Carragino
   Recommendation: Approve

MOTION BY WILLIAMS/JACKSON
I MOVE TO APPROVE WAYNE CARRAGINO AS CITY MANAGER AND APPROVE THE SAME PERCENTAGE RAISE WITH THE EMPLOYEES
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Vice-Mayor Hutcherson was inquiring about the previous City Manager and how is this different. Commissioner Williams explained the process and raised the same as the staff.
Mayor Capizzi noted working with Mr. Carragino and noted the point of moving efficiency. He expressed how he is up to the task. Noted the accountability for the residents. Noted items being seen within the City.
Commissioner Woulas noted he took over and the conditions appreciated his efforts.
Vice-Mayor Hutcherson noted his team approach and the young talent and team approach.
Commissioner Jackson commended Mr. Carragino on his leadership.

K. NEW BUSINESS

1. Permission to proceed with a Request for Qualifications (RFQ) for the 19th Hole Restaurant/Auditorium Operations and Management at the Cocoa Beach Country Club
   Staff Representative: Devan Taly,

Recommendation: Approval

MOTION BY WILLIAMS/JACKSON
I MOVE TO APPROVE
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Mr. TIm Tumulty noted he was neutral on the RFQ for the 19th Hole. He noted various service and operational concerns currently with the restaurant. He highlighted his concerns about being short-staffed and noted there are no job postings for employment. Mr. Tumulty also discussed funds related to the restaurant and expressed concern for the profitability and financial sustainability of a private business.
Mayor Capizzi noted that a government entity will never run a business better than a private business. The private sector will have a better incentive to do better. The mayor noted that anyone interested in this would keep the staff. He noted the spending of funds on a business. Its something to see if we can do this.
Commissioner Williams mentioned it's only an RFQ, and its to see what the responses are.

Ms. Maryland Grisbe (or possibly a different spelling) represented the Cocoa Beach Women's Club and inquired about the use of the facility, mentioning that the current contract extends through 2027.
The City Attorney will look into that.

2. Discuss the property 3570 Ocean Beach Blvd. and the potential future usage of the property as ADA Beach Park.
   Commissioner Representative: Skip Williams, Commissioner
   Recommendations: Discuss

MOTION BY HUTCHERSON/JACKSON
I MOVE TO DISCUSS
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Commissioner Williams noted the site on Ocean Beach Blvd. that used to be government property. He discussed the property and the history of it. Commissioner Williams requested to send a letter asking the government to move forward with obtaining the property. He also is asking to include the conceptual plan ADA Beach Park. He explained what the park would entail from start to finish. He noted this would be his project and would be held accountable for this project. Commissioner Williams noted there could be grant opportunities, ADA opportunities and it could be a plus for tourism as well as TDC funds for that as well. He is asking to inquire from the government about acquiring the property.
Commissioner Jackson concurred with Commissioner Williams.
Vice-Mayor Hutcherson inquired about the process of obtaining the property and who would like to obtain it.
Mayor Capizzi expressed support for the idea but raised concerns due to the city's other important projects. Emphasized the need for the city to acquire the property. Mentioned concerns about the park not being fully ADA-compliant, suggested converting some spots to regular parking while still keeping ADA-compliant features and proposed

making it a permit-only park to prevent tourists from using it. Commissioner Williams noted that making it a permit-only park might limit grant opportunities.
The commission deliberated on the potential usage and concept of the property.
The commission agreed to allow Commissioner Williams to proceed with pursuing the property.

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

M. ADJOURNMENT

The meeting was adjourned at 8:30 pm.

Karin Grooms

Karin Grooms, MPA, CMC
City Clerk

(for)

Keith Capizzi,
Mayor-Commissioner