CITY OF COCOA BEACH
CITY COMMISSION
MINUTES
July 17, 2025

A. MEETING CALLED TO ORDER

1. Pledge of Allegiance

2. Invocation by Pastor Keith Capizzi, Club Zion Church

3. Roll Call

Commission Members Present:
Mayor Keith Capizzi
Vice-Mayor Skip Williams
Commissioner Joshua Jackson
Commissioner Tim Tumulty
Commissioner Jeremy Hutcherson
Administrative Members Present:
City Attorney, Becky Vose
City Manager, A.J Hutson
City Clerk, Karin Grooms
Assistant City Clerk – Michael Bryan
Fire Chief, Justin Grimes
Fire Marshal, Sal Liberto
Development Services Director, Dave Dickey
Deputy Finance Director, Devan Taly
Finance Director, Hana Juman
Human Resources, Cindy DePina
Information Technology, Tristian Takacs
Deputy Police Chief, Kris Kuehn
Stormwater Manager, Morgan Zuhlke
Water Rec/ Public Works Director Brad Kalsow
Leisure Services Director, Ande Segarra

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

City Manager, A.J. Hutson, shared a report regarding the centennial celebration and air show, the budget, and the updating of fees. He also mentioned that city staff participated in CPR, AED and stop the bleeding training.

E. CITY ATTORNEY REPORTS AND ANNOUNCEMENTS

F. CITY COMMISSION REPORTS AND ANNOUNCEMENTS

Mr. Skip Williams, Vice Mayor, shared his appreciation of support with the Centennial Celebration. Mayor Keith Capizzi Also gave his thanks to everyone involved with the Centennial Celebration's success and the air show weekend and how amazing it all was.

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):

1. Request to approve revised Visual Improvement Program Grant application for the City of Cocoa Beach Community Redevelopment Agency (CRA)
   Staff Representative: Devan Taly, Deputy Finance Director/CRA Recommendation: Approve

MOTION BY HUTCHERSON/JACKSON
I MOVE TO APPROVE THE REVISED VISUAL IMPROVEMENT PROGRAM
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Ms. Devan Taly, Deputy Finance Director, was asked to highlight the changes in the threshold allowance that went from \$50,000 to \$25,000. On October 1st the city will begin accepting new applications and added that grants will only be awarded to 1 structure. She stated that more businesses have reached out, now that they are learning about the CRA grants. Mr. Jeremy Hutcherson, Commissioner, inquired if we could over-commit money or if it capped out. Ms. Taly stated her reasoning behind the change of the allowance and new time frame. stated that if approved today it will go into effect today. Vice Mayor Williams shared a scenario of current items on the agenda being affected and asked the City Attorney if the application hearings were allowed. Ms. Becky Vose, City Attorney, stated that the intent is for applications going forward not the items now. Ms. Taly stated the items on the agenda are the only current ones. Vice Mayor Williams wants to make an amendment for the new process to go into effect 7-18-2025. Mr. Tim Tumulty, Commissioner, seconded for discussion. Mayor Keith Capizzi inquired about Juice and Java. Ms. Taly stated that it was same building, but 2 different units, that are separately owned. Mayor Capizzi shared his concerns about giving a project more money on a regular basis. Mr. Jeremy Hutcherson, Commissioner, shared his sentiments agreeing with the mayor. There was further discussion about the change and process of the Grant Applicants. Ms. Taly explained the process of grant applications and how they're awarded. Commissioner Tumulty inquired about moving the approval and amending it to tomorrow. Ms. Taly stated that items tonight would be accepted under the previous rules. Commissioner Tumulty inquired about a specific time frame. Vice Mayor Williams inquired about the change of

ownership and how they could circumvent the rules. They discussed voting as is and bringing the item back at a later meeting.
Mr. Mark Grainger applauded the fairness of discussing the item and for allowing the application. He shared his concerns about tenants possibly applying for grants. Ms. Vose stated that applications have to be signed by the owner and tenant.

2. Request to approve a second Commercial Visual Improvement Program Grant in the amount of $35,000 for Dirty Birds Tiki Bar & Grill, LLC; located at 142 Minutemen Causeway, Cocoa Beach, FL, 32931
Staff Representative: Devan Taly, Deputy Finance Director/CRA Recommendation: Approve

MOTION BY TUMULTY/JACKSON
I MOVE TO APPROVE A SECOND COMMERCIAL VISUAL IMPROVEMENT PROGRAM GRANT IN THE AMOUNT OF $35,000
VOICE VOTE ON THE MOTION PASSED 3-2 Commissioner Hutcherson/Mayor Capizzi Nay

Mr. Grainger stated that he is still using his first grant funds appropriately and is concerned about not receiving a second grant. Mayor Capizzi clarified that although the grant approval cutoff was July 1st, two requests moved forward at this meeting due to the previous meeting's cancellation. Ms. Taly stated that the applicants submitted their grant applications in late June, with a July 1st cutoff date and that applications are now closed until October 1st and explained how budget updates would affect the next fiscal year, noting unspent FY25 funds would roll into FY26. The CRA grants budget was reported at $330,000, including carryover from 2024, with specific amounts noted for several organizations. Mayor Capizzi expressed concerns about issuing more grants before current projects finish to maintain fairness. Commissioner Tumulty noted CRA funding has grown significantly, clarified that CRA money cannot be used for city expenses, and that future CRA funds will be substantial. The mayor discussed improving Brevard Avenue's appearance and safety using CRA funds, with Vice Mayor Williams suggesting city staff explore ideas. The city manager was asked to coordinate with Mr. Grainger on the wiring and conduit plans, and Mr. Brad Kalsow, Public Works/Water Rec Director, requested a walk-through with Commissioner Tumulty and Ms. Kenne Wells, Executive Director of Cocoa Beach Main Street

3. Request to approve a Commercial Visual Improvement Program Grant in the amount of $40,000 to Epic Boardsports, LLC located at 358 N Orlando Ave, Cocoa Beach, FL, 32931.
   Staff Representative: Devan Taly, Deputy Finance Director/CRA Recommendation: Approve

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

Commissioner Williams stated that it was already purchased, and the reimbursement is for the installation. He added that whatever they submit must fall into their stated categories.

Commission will reconvene for the remaining items.

H. BUDGET

1. Staff is requesting that the City Commission set a proposed millage rate of 6.1644 for the fiscal period 2026.
   Staff Representative: Hana Juman, Finance Director, A.J. Hutson, Interim City Manager Recommendation: Approve

MOTION BY WILLIAMS/HUTCHERSON
I MOVE TO APPROVE WITH THE AMENDED MILLAGE RATE OF 6.0000
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Ms. Hana Juman, Finance Director, presented the proposed FY 2026 millage rate of 6.1644, explaining how it was calculated, its expected $19.2 million revenue, with $1 million allocated to the CRA allowing for a budget of $18.1 million. She explained the difference between the millage rate and rollback rate. She noted the impact of tourism and showed comparative charts with surrounding cities

Vice Mayor Williams moved to adopt the 6.1644 rate, seconded by Commissioner Tumulty.

Commissioner Jackson asked about service costs and property value impacts. Ms. Juman explained how the increased revenue would support service growth, employee pay, and city upkeep. Vice Mayor Williams emphasized retaining quality employees and maintaining services. Mayor Capizzi expressed concerns about raising taxes amid inflation and stressed rebuilding reserves. Commissioner Hutcherson stated the rate exceeds inflation, while Commissioner Tumulty noted rising home sales and explained the average increase would be around $12/month, emphasizing that some taxes remain stable. City Manager AJ Hutson noted the residents, and the influx of tourism and managing large scale events with crowds.

Ms. Janice Scott praised the air show but expressed concern about not using the rollback rate and questioning recreation and capital improvements. Commissioner Tumulty opposed the rollback, stating reserves could offset resident costs. Commissioner Hutcherson supported the rollback on principle, while Commissioner Jackson noted cost-of-living challenges pushing families out. Ms. Juman clarified the rollback difference is $1.4 million, and the increased rate funds various services, noting residents bear the cost of high tourist volumes. Vice Mayor Williams emphasized the need for reserves, with discussion on raising parking fees to increase revenue.

Vote on the motion of 6.1644 failed: 2 Ayes; 3 Nays Commissioner Jackson, Commissioner Hutcherson, Commissioner Tumulty.

Vice Mayor Williams motioned to amend the millage rate to 6.0000 mills. Seconded by Commissioner Hutcherson

2. Confirm times and dates to set the tentative and final millage and adopt the budget for Fiscal Year 2026.
    - September 4th, 2025, 7:00 PM First Public Hearing and Vote to Approve Tentative Millage & Budget
    - September 18th, 2025, 7:00 PM Second Public Hearing and Vote to Approve Final Millage & Budget

   Both meetings will be held at City Hall - 2 South Orlando Avenue, Cocoa Beach.
   Staff Representative: Hana Juman, Finance Director, A.J. Hutson, Interim City Manager
   Recommendation: Approve

MOTION BY WILLIAMS/JACKSON
I MOVE TO CONFIRM THE DATES TO SET THE TENATTIVE AND FINAL MILLAGE RATE AND ADOPT THE BUDGET FOR THE FISCAL YEAR 2026
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

I. CONSENT AGENDA

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

1. Approve the June 19, 2025, Commission Meeting Minutes Staff Representative: City Clerk Department Recommendation: Approve

2. **PLANNING BOARD** : Appoint Warren Burger (Replacing Mr. Matt Tschaar) to serve a term ending November 2028 (Seat 2 - Commissioner Jackson)

3. Adopt Resolution 2025-12. A resolution of the City of Cocoa Beach, Florida, Authorizing Application for the acquisition of federal surplus property located at 3750

Ocean Beach Boulevard for public park and recreational purposes, and providing an effective date.
Staff Representative: Brad Kalsow, Public Works and Water Reclamation Director
Recommendation: Adopt

4. Adopt Resolution 2025-13, A Resolution of the City Commission of the City of Cocoa Beach, Florida, adopting Cocoa Beach Centennial Square Usage Fees and providing for an effective date.
Staff Representative: AJ Hutson, Interim City Manager
Recommendation: Approve

J. ITEMS REMOVED FROM THE CONSENT AGENDA

K. UNFINISHED BUSINESS

1. Adopt Ordinance 1698 on second reading- An Ordinance of the City of Cocoa Beach, Florida, amending Chapter 26.5, "Vacation Rentals", of the Code of Ordinances of the City of Cocoa Beach; revising provisions as to occupancy to prevent the use of vacation rentals as "party houses" and to not include infants under two years of age in the occupant count; and providing for conflicts,
codification, severability, and an effective date.
Staff Representative: David Dickey, Development Services Director Recommendation: Approve

MOTION BY HUTCHERSON/JACKSON
I MOVE TO ADOPT ORDINANCE 1698
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Mayor Capizzi shared his concerns about the age limit restrictions.
Ms. Vose stated that the 2-year-old age limit is aligned with Air BnB. Mayor Capizzi suggested raising the 2-year-old limit to 12 years old.

2. Appoint a member of the Space Coast League of Cities Committee
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, ~~Tim Tumulty~~ ______________________________
2024 Voting Delegate, Karalyn Woulas, Commissioner Hutcherson as Alternate Delegate
Representative: City Commission

MOTION BY WILLIAMS/CAPIZZI
I MOVE TO APPOINT MAYOR CAPIZZI TO THE SCLCC
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Vice Mayor Williams nominated Mayor Capizzi as delegate who accepted with Vice Mayor Williams as an alternate.

L. NEW BUSINESS

1. Approve the renewal of the USTA contract as revised following negotiations between the City and USTA Florida. The updated agreement includes a ten- year term in exchange for USTA Florida committing to a one-time capital investment of $1,150,000 to renovate the six existing tennis courts.
Staff Representative: AJ Hutson, Interim City Manager Recommendation: Consider

MOTION BY WILLIAMS/HUTCHERSON
I MOVE TO APPROVE THE RENEWEL OF THE USTA CONTRACT
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

City Manager~~.~~ Hutson reviewed the current USTA tennis contract that expires in 2026, noting the city's current responsibilities and USTA's 10% profit-sharing. Ms. Laura Bowen from the USTA detailed past collaborations with the city, including fence replacements, court resurfacing, and addressing lighting issues, requesting city assistance in removing old poles and fences for planned upgrades. She mentioned a likely grant for resurfacing and highlighted their four-year effort to complete improvements.
Mayor Capizzi raised concerns about tennis court inclusiveness and noted USTA offers grant support for hurricane damage. Ms. Kathy Grainger, a long-time player and former league VP, emphasized the courts' importance for rec teams and camps, citing inadequate lighting and poor conditions, especially after the hurricane, making the area feel unsafe.

2. FY 2025-2026 Budget request for CPI increases from June 2017 to the current City Attorney agreement with CPI adjustment for years going forward.
Staff representative: City Attorney, Becky Vose
Recommendation: Consider

MOTION BY WILLIAMS/HUTCHERSON
I MOVE TO ACCEPT THE 2025-2026 CPI INCREASE
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Vice Mayor Williams mentioned the very low percentage increase in her pay and shared his history with Ms. Vose and her excellent job with the city. Ms. Vose stated that her law firm does not make money if the city gets in trouble. Mayor Capizzi shared the same sentiments as Vice Mayor Williams. Commissioner Tumulty stated that her firm did not have a CPI when she started.

3. Adopt Ordinance 1699 on first reading, An Ordinance of the City of Cocoa Beach, Florida, adding a new Section 26-14, "Parking on City owned or Leased Property", of Article I, "In general", of Chapter 26, "traffic", of the code of ordinances of the

City of Cocoa Beach; providing provisions for parking on city owned or leased property; and providing for CONFLICTS, codification, SEVERABILITY, AND AN EFFECTIVE DATE.
Staff Representative: David Dickey, Development Services Director.
Recommendation: Approve

MOTION BY HUTCHERSON/JACKSON
I MOVE TO ADOPT ORDINANCE 1699 ON THE FIRST READING
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Mr. David Dickey, Development Services Director, shared his discussions on parking on city owned or leased parking spots. stated that there was nothing in the code about established employee parking and that this ordinance gives the city manager authority to address parking-related issues.
Mayor Capizzi inquired about commission being able to appeal. Vice Mayor Williams gave a hypothetical about designated spots for specific employees. stated there needs to be a way to open the spots for residents for special events. Mr. Hutson stated that we are a 24-hour operation and that we need parking for city vehicles. Commissioner Tumulty suggested they go through with this and to get with the commissioners to discuss it further with a verbiage change. Vice Mayor Williams suggested making spots for employees only during business hours.
Ms. Janice Scott shared concerns that parking under the city hall is limited.

4. Accept the Engineers' Recommendation of Award for the bid submitted by C & D Construction, Inc in the amount of $913,787.30 for bid #CB25-007, Ramp Road Stormwater and Parking Lot Improvements. Allow staff to enter into contract with C & D Construction, Inc. This project was awarded grants from FDEP and Save Our Indian River Lagoon (SOIRL). This is a budgeted Capital Project.
   Staff Representative: Morgan Zuhlke, Stormwater Utility Manager Recommendation: Approve

MOTION BY WILLIAMS/TUMULTY
I MOVE TO APROVE THE AWARD BID SUBMITTED BY C&D CONSTRUCTION
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Ms. Morgan Zuhlke, Stormwater Utility Manager, stated that there is $74,600 in grants and the remaining cost will be budgeted.
Ms. Janice Scott inquired about the CRA funds being contributed. Ms. Juman stated the remaining funds would go back into the reserves.

5. Approve the Scope of Services for Construction, Engineering, and Inspection (CEI) of the Ramp Road Parking Lot and Stormwater Improvements Task Order 16 with Jacobs Engineering Group in the amount of $88,827. This is a budgeted item.
   Staff Representative: Morgan Zuhlke, Stormwater Utility Manager Recommendation: Approve

MOTION BY WILLIAMS/HUTCHERSON

I MOVE TO APROVE THE RAMP ROAD PARKING LOT AND STORMWATER IMPROVEMENTS IN THE AMOUNT OF $88,827.
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

There was no discussion.

6. Adopt Resolution 2025-11 - A Resolution of the City Commission of the City of Cocoa Beach, Florida, Amending Resolution 2023-05, a Master Resolution for Fees relating to parking; making findings; adopting revised fee schedule for parking; requiring posting of fees on website and implementation of new fees; and providing for an effective date.
   Staff Representative: Hana Juman, Finance Director Recommendation: Approve

MOTION BY WILLIAMS/CAPIZZI
I MOVE TO AMEND ITEM #3 DAY PARKING AT NON-PARKS FROM $20 TO $25
VOICE VOTE ON THE MOTION CARRIED 4-1 COMMISSIONER HUTCHERSON NAY

Commissioner Williams moved to approve Commissioner Tumulty seconded
There was a discussion regarding the various parking fees.
Mr. Hutson stated that when the parking rates were cheap the cliental was problematic and with the increased rate, the cliental has gotten better. Motion to approve as written failed 2-3. Nays: Commissioner Hutcherson, Commissioner Jackson, Mayor Capizzi. There was a back-and-forth discussion to amend the resolution. The City Clerk asked for clarification on the motion. Commissioner Williams made a motion to change item #3 on Exhibit A (Day parking at non parks) to go from $20 to $25 Commissioner Tumulty seconded

7. Adopt Resolution 2025-14, a Resolution of the City Commission of the City of Cocoa Beach, Florida, amending the fees for the various facilities of the Cocoa Beach Golf Course Country Club; making findings; and providing for an effective date. This is a change to the fee structure for Cocoa Beach Country Club Facility.
   Staff Representative: Andi Segarra, Leisure Services Director Recommendation: Approve

MOTION BY WILLIAMS/TUMULTY
I MOVE TO ADOPT RESOLUTION 2025-14
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Ms. Andi Segarra, Director of Leisure Services, clarified that that the resolution was only for the Country Club facility.

8. Adopt Resolution 2025-15 - A Resolution of the City Commission of the City of Cocoa Beach, Florida, Establishing and updating a comprehensive schedule of fees for the Fire Department regarding Special Events, Fire Safety Inspections, Equipment Use, Training and related Fire Services, providing for severability, conflicts, and an effective date.
   Staff Representative: Fire Chief, Justin Grimes
   Recommendation: Approve

MOTION BY WILLIAMS/JACKSON
I MOVE TO ADOPT RESOLUTION 2025-15
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY

Fire Chief Justin Grimes spoke on the increases and reasons for them.

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

N. ADJOURNMENT

The meeting adjourned at 9:38 PM

X [signature]
Michael Bryan
Assistant to the City Clerk

X [signature]
Keith Capizzi
Mayor