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Message from The Mayor

PHOTO LEFT
Family enjoying the boardwalk at Manatee Sanctuary Park.
MESSAGE FROM
THE INTERIM CITY MANAGER

Todd Morley

Welcome to the 2019 State of the City Report!

There have been many accomplishments and momentous changes that have taken place in the City this year. We are extremely excited to be moving forward with a number of Capital Projects which are detailed in the departmental reports on the following pages. Take a look throughout to see what has and will be happening within in your community.

We also recognize that 2019 has been a year of significant change for the City of Cape Canaveral. A change in leadership. A change in City Council. A change in how we will look forward to better serve the community and its residents. And with that, there has been an increased focus on sustainability, resiliency and an understanding of what the third decade of this millennium will likely have in store for the City.

As the Interim City Manager, I remain committed to open communication; free and open-minded exchange of ideas and transparency at all levels of local government. My door is always open and I welcome those who want to reach out to the City Manager’s office to voice your thoughts, ideas and concerns.

Together, let’s make it a fantastic 2020!

TODD MORLEY
Interim City Manager

PHOTO RIGHT
Flock of seagulls standing in the sun and surf.
THE CITY OF CAPE CANAVERAL
AT A GLANCE

VISION STATEMENT: REVISED MARCH 20, 2019

We envision: A bikeable and walkable Cape Canaveral that retains and enhances its welcoming residential feel and celebrates its unique sense of place. A residential and business-friendly atmosphere that is livable, attractive, safe and inclusive. A sustainable coastal community that embraces the oceanside and riverside as key amenities, and supports and promotes local tourism, culture, recreation, resiliency, commerce, municipal civic interests and education.

We envision: Streetscapes with amenities such as low-impact development, bicycle facilities, covered transit stops and safe pedestrian crossings that encourage access to the beach, river, local neighborhoods and adjacent communities. Improved "complete streets“ will allow pedestrians to travel to intimate waterfront destinations and a walkable uptown core with ease and safety. Generous tree lined and well-lighted multi-use paths for bikes and pedestrians so anyone can walk or bicycle safely anywhere in town, day or night.

We envision: A welcoming community entrance that creates a sense of arrival and unique community identity as The Space Between®. The "uptown core" and other areas will contain an architecturally rich and unique mix of uses, with wide tree-shaded sidewalks and umbrella-covered cafe tables at restaurants and bistros where family and friends gather, interact and enjoy refreshments and meals.

We envision: An engaged and compassionate Community that transforms blighted and unfinished buildings into attractive structures, offers City-wide green spaces, provides exceptional parks with ample shade and supports businesses that enhance economic viability while serving our residents and visitors with goodwill.

We envision: Open shorelines and rivers accessible to the public, including amenities that showcase the coastline while providing art and entertainment venues, which support our historical and cultural identity.

CITY COUNCIL MEMBERS 2019

Mayor, Bob Hoog
20 years of service

Mayor Pro-tem, Mike Brown
4 years of service

Council Member, Wes Morrison
3 years of service

Council Member, Angela Raymond
3 years of service

Council Member, Mickie Kellum
Elected November 2019

Mayor Emeritus, Rocky Randels
31 years of service
WHAT WE DO

The Administrative + Financial Services Department is responsible for the management and support of all aspects of City business. It provides accurate and timely information regarding the City’s financial affairs, focusing on both analysis and efficiency. Transparency and thoroughness in all we do are paramount in performing at a superior level. This focus and persistence will help ensure residents are receiving the most return from their investment in the City.

ROLES + RESPONSIBILITIES

• Maintain fiscal integrity and insure that all transactions are in accordance with generally accepted accounting principles.

• Serve as City funds administrator and collect monies pursuant to directive of the City Manager and City Council, Florida Statutes and Code of Ordinances.

• Prepare the annual budget in conjunction with the City Manager and with the assistance of all offices and boards.

• Reports the City’s current financial position through monthly financial statements and quarterly presentations.

The strength of the City’s accounting and financial services is driven by its Staff, and its composition allows for completion of an increased workload, greater control of the City’s Fixed Asset Inventory and increased returns in Accounts Receivable. To further the City’s efficiency and effectiveness, the City has completed a software conversion with BS&A for Licensing/Permitting and Building Permits/Inspections and looks forward to a complete conversion of the City’s Financial Services in FY 2019-20. This will further increase revenues, increase resolution to enforcement issues and improved overall customer service to the City as a whole.

FINANCIAL REPORTING + ANNUAL AUDIT

This department is charged with the preparation of all County, State and Federal financial reports, including the City’s Comprehensive Annual Financial Report. The Government Finance Officers Association awarded the City a Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2018-2019. This marks the 24th straight year the City has received this award. Monthly Financial and Investment Reports are also provided through the City Manager. Each year, the Administrative and Financial Services team coordinate the annual audit of the City’s financial activities.
COLLECTION OF REVENUE

Revenue is collected from a variety of sources including User Charges, Ad Valorem Tax, Utility Service Taxes, Franchise Fees, State Shared Revenues and Communication Service Tax. Other Revenue sources of note include Local Option Gas Taxes, Leisure Services Revenues and Interest Earnings. The well thought-out pursuit of Revenue streams enables the City to grow and, at the same time, does not overburden the residents. This trend will continue with the passage of the new Ad Valorem Tax Rate on September 17, 2019, which was the fourth lowest in the County at an unprecedented Millage Rate of 3.7256, a rate below rollback.

BUDGETING

The Department, under the strong guidance of the City Manager, provides financial management required to maintain a sound fiscal structure, budgetary control and long-range financial planning. This includes assisting the City Manager in coordination and preparation of the Five-Year Capital Improvement Plan and the City’s Annual Budget. In October 2019, Florida Department of Revenue (DOR) notified the City that all Truth in Millage documents filed, including the Maximum Millage Levy Calculation Final Disclosure, met certification requirements. Florida DOR determined that the City is in compliance with the maximum total taxes levied requirements and, thus, the maximum millage levy requirements set by Florida Statutes.

PURCHASING

Purchase Orders are managed for acquisition of equipment, supplies and services needed for the City to accomplish its mission. This entails reviewing, approving or holding for disposition to ensure accuracy, proper account assignment and compliance with purchasing procedures. As a member of the Brevard County Cooperative, the City continues to take full advantage of contracts which will help the City ensure it is getting the best price for materials and will allow more dollars to be available in the City’s overall budget.

The City also employs Owner Direct Purchasing, which allows the City to directly purchase materials for major projects without paying sales tax. Moving forward, the City in process of revamping its purchasing policy, which will be more aligned with present day financial sustainability goals.

DISTRIBUTION OF FUNDS

Payments are made to vendors for services and materials received. Checks payable to City vendors are issued the 1st and 15th of each month. This allows the City to manage cash flow efficiently. Employee payroll checks and related benefits are paid on a bi-weekly basis. Constant analysis of service charges and fees ensures that the City is getting the most value for its banking needs. The Wells Fargo Positive Pay Program, which validates the legitimacy of payable vendors, has all but eliminated the threat of fraud, overdrafts and further ensures timely payment.

AUDIT RESULTS: COMPARING THE CITY’S NET POSITION

<table>
<thead>
<tr>
<th></th>
<th>FY 2018-19</th>
<th>FY 2017-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assets</td>
<td>$17,862,639.00</td>
<td>$17,271,326.00</td>
</tr>
<tr>
<td>Liabilities</td>
<td>$48,797,345.00</td>
<td>$47,449,289.00</td>
</tr>
<tr>
<td>Net Position</td>
<td>$66,659,984.00</td>
<td>$64,720,615.00</td>
</tr>
</tbody>
</table>
As National, State and Local economies continue to strengthen, the City strives to diversify its revenue streams to position itself for redevelopment and success in the future. Boasting only a 10% debt service percentage, the City’s financial position is sound as it moves to become an upscale, seaside City with an abundance of amenities to stimulate the local economy for years to come.
The City has also realized over $10,201,071.89 in Grants and has utilized over $2.5M in State Revolving Fund Loans for Wastewater/Stormwater Projects. Staff will continue to aggressively pursue this type of supplemental funding to ensure that the City reaps the maximum value from its community investments. This will bring the City to the forefront reinforcing its vision and commitment to its residents.
ROLES + RESPONSIBILITIES

Capital Projects is responsible for directing areas of project management and administration of infrastructure improvement projects (stormwater, wastewater, streetscapes, etc.), budget preparation and research.

- Works closely with Staff, consultants and the City Engineer in the development, design, management and construction of infrastructure improvement projects.

- Assists Staff coordinating activities with regulatory agencies regarding water quality issues including Basin Management Action Plans (BMAPs) and Total Maximum Daily Loads (TMDLs).

- Acts as Grant Administrator to include sourcing of new grant opportunities, planning, grant writing, execution and compliance.

- Responsible for development, administration and implementation of the City’s Sustainability Program.

- Serves as Project Manager as directed to include research, planning, compliance and interface with other departments, contractors, agencies and regulatory entities.

CAPITAL PROJECTS TEAM

Jeff Ratliff
Director

Zachary Eichholz
Sustainability Analyst
Utilities work at Canaveral City Park.

PHOTO LEFT
Installation of new manhole beneath Center Street.

PHOTO RIGHT

MAJOR INFRASTRUCTURE PROJECTS COMPLETED OR INITIATED IN 2019

HOLMAN ROAD SEWER IMPROVEMENTS
Staff oversaw the replacement of over 2,800 feet of clay sewer pipe from Lift Station No. 2 along Center Street to Holman Road, adjacent to the Banana River Lagoon.

WASTEWATER TREATMENT PLANT (WWTP)
The City received $26k in grant funds from Florida Department of Environmental Protection to clean sand and grit from four large tanks at the WWTP. Over 135 tons were removed and properly disposed off-site.

CENTRAL DITCH IMPROVEMENTS
Staff supervised the trimming of mangroves and the removal of muck from the channel of the Central Ditch both in an effort to improve water quality.

POLK AVENUE DRAINAGE IMPROVEMENTS
Staff worked with the City Engineer to design drainage improvements along Polk and Orange Avenues that will alleviate flooding of several properties. Work is scheduled to begin in early-2020.

SR A1A MAST ARM PROJECT
Staff worked closely with Florida Department of Transportation contractors for the installation of new mast arms for traffic signals along SR A1A.

CANAVERAL CITY PARK EX-FILTRATION PROJECT
Staff supervised completion of improvements to the Canaveral City Park ex-filtration system to allow for the discharge of excess reclaimed water into the system instead of the Banana River Lagoon.

ESTUARY RESTORATION PROJECT
Staff worked with St. Johns River Water Management District to obtain funding and complete preliminary improvements to the City-owned estuary property located at the western end of Long Point Road. Over 325 native species of trees were planted after completion of “pepper busting” activities. Staff is currently preparing a grant application to Florida Inland Navigation District for funding construction of a boardwalk from Long Point Road to the Banana River Lagoon.

PHOTO LEFT
Cleaning sand and grit from the Fermentation Tank at the WWTP.
ROUTINE IMPROVEMENT AND MAINTENANCE 2019

• Managed the continued replacement of stormwater inlets with Type C inlets.
• Monitored projects completed by others including Florida Power & Light, City of Cocoa Utilities Department, beach re-nourishment contractors, street sweeping contractor, developers, etc.
• Assisted Public Works in improvements to the WWTP, collections systems and routine maintenance projects.
• Monitored permit requirements and prepared all reports required by the City’s National Pollutant Discharge Elimination System (NPDES – stormwater permit).

FUTURE STATE REVOLVING FUND (SRF) PROJECTS

In 2019, the City applied for and received an additional SRF loan. Funds from the loan will be used to complete the following improvement projects in 2020 and 2021:

• Replacement of headworks and sand filters at the WWTP.
• Replacement of Lift Station No. 3 along West Central Boulevard at the Central Ditch.
• Installation of a new SCADA system at the WWTP.
• Replacement Force Main No. 7, near Manatee Sanctuary Park.
• Upgrade of Lift Station in the WWTP, which frequently overflows during and after tropical storms.

FUTURE DEPARTMENT GOALS

Capital Projects will assist in the initiation, construction and monitoring of the following additional major infrastructure improvement projects:

• Lift Station No. 5 Relocation (Treasure Island Condominiums)
• Pump and SO2 Buildings Construction at the WWTP
• Center Street Wet Detention Pond
• Lift Station No. 8 Rehab (Thurm Boulevard)

These projects will be funded with SRF Loan 05053 and are scheduled for completion in 2021 and 2022. Projects to be completed in 2020 (not included in the SRF loan funding) include numerous stormwater improvement projects, pedestrian mobility upgrades, stormwater inlet replacements, streetscape activities, etc. The major goal for Capital Projects in 2020 is to continue with this well-defined and well-funded program to construct improvements to the City’s stormwater and wastewater infrastructure.

PHOTO LEFT
Replacement of sanitary sewer line at Cape Shores Condominium.
In keeping with the tenets of the Cape Canaveral Vision Statement and in an effort to set an example for coastal municipalities in Florida and across the nation, the City of Cape Canaveral is routinely taking action to be more sustainable and resilient in its operations. The City is committed to delivering policies that are efficient, smart and environmentally-friendly, in order to lower costs, reduce emissions and provide safety and security to residents now and for generations to come.

OUTREACH + EDUCATION INITIATIVES

RECYCLING SIGNAGE
In the wake of major global changes to the recycling industry, the City revamped and simplified its recycling signage at all facilities and beach crossovers that appropriately reflects current standards.

DRIVE ELECTRIC WEEK
The City hosted its first ever National Drive Electric Week event at Manatee Sanctuary Park featuring 30 different static vehicle displays showcasing 16 different EV and hybrid models. Over 200 people attended.

BEACH SPEECH BUBBLES
The City tested a public awareness campaign featuring “speech bubbles” promoting beach litter prevention. When posted to the City’s Facebook page, it became the most viewed social media post to date.

HOME GARDENING PACKET
On July 1, 2019, Florida’s new bill CS/SB 82: Vegetable Gardens went into effect. The bill prohibits municipalities “from regulating vegetable gardens on residential properties.” It also allows residents to become more engaged in the practice of urban agriculture which improves community resiliency. To optimize best practices and ensure safety while keeping sustainability a priority, the City put together a set of suggested guidelines to assist residents in their gardening efforts.

INFRASTRUCTURE PROJECTS + ASSETS

- Installed solar LED lighting on bus shelters
- Installed three new electric vehicle charging stations
- Installed new bike racks and two repair stations
- Installed a 500-gallon tank and pump to increase irrigation capacity at Kairos Community Garden
- Installed new cigarette butt receptacles city-wide
- Installed two beach toy chests to encourage visitors and residents to donate plastic beach toys for reuse
- Procured two, 2019 Toyota Rav4 hybrid SUVs for the City’s fleet
SUSTAINABILITY PROGRAMS + RESEARCH

OYSTER GARDENING
The City obtained two free oyster gardening cages from the Brevard Zoo’s Oyster Garden program for the upcoming 2020 season. These cages will hold up to 200 juvenile oysters, each for six-to-nine months, until they reach maturity and are harvested by the Zoo for Indian River Lagoon restoration projects.

SEA OATS PLANTING
In 2019, Staff and volunteers planted 10,000 sea oats along the City’s beaches. Since 2005, the City has conducted an annual sea oats planting event in order to improve beachside habitat, stabilize the dune system against storm surge and create a wind break that further builds up the dunes.

AMERICAN FLOOD COALITION
The City became a member of the American Flood Coalition — a non-partisan group of political, military, business and local leaders that have come together to drive adaptation to the reality of climate change. The Coalition seeks to advance national solutions that support flood-affected communities and advocates for proactive planning.

SOLARTOGETHER MEMBERSHIP
The City became one of the first municipal members of SolarTogether, a cost off-set program initiated by Florida Power + Light (FPL). With this, the City agrees to pay a slightly higher utility rate to help FPL invest in large-scale solar arrays. In exchange, the City will receive credits that will - after six years - break even and begin to render positive financial returns. Over the life of the 30-year program, the City will see over $385,000 in utility savings while helping to invest in clean, renewable power.

CITY VULNERABILITY ASSESSMENT
After months of analysis and outreach by City Staff and the East Central Florida Regional Planning Council (ECFRPC), the City’s Vulnerability Assessment was completed. Funded by a grant from the Florida Department of Environmental Protection through their Florida Resilient Coastlines Program, the report examines the impacts of sea level rise, storm surge and flooding in Cape Canaveral. The report employs several models developed by the US Army Corps of Engineers and National Oceanic and Atmospheric Administration to project possible sea level rise scenarios and the respective impacts on the City. Time-frames evaluated include 2040, 2070 and 2100. A new Resiliency Action Plan is being developed by Staff to help better act on the report’s findings and recommendations.

SUSTAINABILITY GOALS FOR 2020
- Institute an Adopt-A-Mangrove Program.
- Add another alternative fueled vehicle to the fleet.
- Initiate a residential composting program.
- Acquire mobile water filtration system for disaster relief.
- Install semi-permanent metal beach speech bubbles.
- Implement Oyster gardening at Banana River Park.
- Install solar lighting along W. Central Boulevard.
- Install solar arrays at new City facilities.
- Install vehicle charging stations at new City facilities.

PHOTO LEFT
New planter boxes at Kairos Community Garden
WHAT WE DO

The City Clerk’s Office (CCO) is a department that can be described as the funnel through which most, if not all, City business flows. CCO Staff functions primarily to support City Council, the Community Redevelopment Agency Board and all City Departments. Throughout each year, CCO Staff must meet multiple deadlines and perform a variety of tasks in order keep the City in compliance with the City’s Charter and Code of Ordinances, as well as State and Federal Laws.

ROLES + RESPONSIBILITIES

- Preparation of documents including agendas, ordinances, resolutions, proclamations and meeting minutes.
- Codification of City ordinances.
- Maintains the City’s Records Management System and oversees all public records requests as the primary records custodians.
- Qualify candidates to file and run in municipal elections.
- Assist in project and contract process for Bids, Requests for Proposals and Requests for Qualifications.
- Ensuring compliance regarding website/records requests for accommodations in accordance with the Americans with Disabilities Act (ADA).
- Recruit and manage Volunteer Advisory Board Membership.
CLERKS IN TRANSITION

City Clerk Mia Goforth was honored to be appointed as Interim City Manager by City Council on September 17, 2019, serving in that position for one month to guide the City through a transitional period. Deputy City Clerk Daniel LeFever stepped up to serve as Interim City Clerk during that timeframe. Mia is grateful for the confidence and faith that was placed upon her by City Council. Having been awarded a Certified Municipal Clerk designation by the International Institute of Municipal Clerks in 2016, Mia continued her education and is pursuing the Master Municipal Clerk Certification, attending webinars throughout the year as well as the 2019 Summer Conference and Academy hosted by the Florida Association of City Clerks.

RECORDS MANAGEMENT

The City Clerk is the Records Custodian and Records Liaison Official between the City and the State of Florida. Over 100 public records requests were processed in FY 2018-19. Many of these requests were substantive in nature and required clarifications with the requestors as well as lengthy amounts of Staff time and coordination with other departments and the City Attorney to ensure timely, proper and complete fulfillment in accordance with Florida Statute Chapter 119, Public Records. Throughout the year, CCO provides direction to ensure city-wide compliance with Public Records Law. Through vigilant efforts and coordination with other departments, CCO has continued to strive towards compliance with ADA laws and regulations in relation to electronic records.

In August, CCO accomplished the goal of moving all boxes of City records from an off-site contracted warehouse to City Hall; as part of this effort, a large-scale disposition of records (known to be duplicates or exceeding their retention periods) was conducted before the move to bring the number of boxes down to a more manageable volume. Throughout the Fiscal Year, CCO completed disposition on just over 198 cubic feet, approximately 132 boxes, of records in accordance with State of Florida retention guidelines.

ELECTIONS

The City Clerk serves as the Qualifying Officer for City elections, charged with qualifying candidates, coordinating with the Brevard County Supervisor of Elections, providing elections and campaigning information to prospective and qualified candidates, receiving campaign treasurer’s reports to be placed in the public record and fining candidates for submitting these reports past their deadline. The 2019 City Election determined two of the four Council Member seats, held by incumbents Mike Brown and Rocky Randels. Of the four candidates, Mike Brown and Mickie Kellum were duly elected by the voters of Cape Canaveral to those seats.

COMMUNITY REDEVELOPMENT AGENCY (CRA)

The City Clerk serves as the recording secretary of the Cape Canaveral CRA Board. For FY 2018-19, the CRA Board held a meeting on September 17, 2019 and CCO processed the agenda, packet and items that were approved by the Board. Throughout the year, CCO also coordinated with the CRA Director and other Directors and Staff in identifying and accomplishing tasks as required.

CITY PROJECTS

CCO coordinated with the Capital Projects Director to advertise, distribute/track information packets, receive submitted packets and attend/process opening meeting minutes for two (2) Bids and one (1) RFQ for FY 2018-19, as well as preparing for a number of FY 2019-20 Bids.
WHAT WE DO
The Community Development (CD) Department encompasses four functions: Planning, Building, Code Enforcement and the Community Redevelopment Agency (CRA). Together these divisions play a vital role in the Department’s mission to protect and enhance the physical environment of the City and to provide for the highest possible quality of life for its residents.

ROLES + RESPONSIBILITIES
- Perform plan reviews and site visits
- Process permits and schedule final inspections
- Conduct inspections
- Issue notices
- Assist residents and contractors with building and Code Enforcement requests
- Enforce building and zoning codes

PHOTO ABOVE
Boat removed from property on Long Point Road

COMMUNITY DEVELOPMENT TEAM
David Dickey  
**Director**

Patsy Huffman  
**Senior Secretary**

Brian Palmer  
**Code Enforcement**

Christopher Robinson  
**Code Enforcement**

John Mayberry  
**Code Enforcement**

Mike German  
**Building Official**

Brenda Defoe-Surprenant  
**City Planner**

Karen Hutchinson  
**Building Permits + Senior Secretary**

Joe Maciejko  
**Plans Examiner**

Rich Mihalich  
**Building Inspector**
BUILDING DIVISION

Building Staff is primarily responsible for review of plans, issuance of permits and performing inspections of construction projects for compliance with Florida Building Code and City Code. Notable projects for 2019:

- Hilton Dual Brand Hotel — This project is comprised of two national-brand, extended-stay hotels located in a single, six-story building at 9004 Astronaut Boulevard. The building consists of 154,605 square feet and includes 224 rooms.
- Springhill Suites — This project is a six-story, national-brand, extended-stay hotel located at 655 W. Central Boulevard and consists of a 105,637 square foot building that includes 151 rooms.

PERMIT + INSPECTIONS BY FISCAL YEAR

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Permits Issued</th>
<th>Inspections Performed</th>
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<tr>
<td>FY 2015-16</td>
<td>1,184</td>
<td>2,198</td>
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<tr>
<td>FY 2016-17</td>
<td>1,473</td>
<td>2,609</td>
</tr>
<tr>
<td>FY 2017-18</td>
<td>2,008</td>
<td>3,051</td>
</tr>
<tr>
<td>FY 2018-19</td>
<td>1,726</td>
<td>4,392</td>
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PERMIT FEES COLLECTED BY FISCAL YEAR

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<th>Fiscal Year</th>
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<td>FY 2016-17</td>
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<tr>
<td>FY 2017-18</td>
<td>$539,159</td>
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<tr>
<td>FY 2018-19</td>
<td>$642,190</td>
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</table>
**CODE ENFORCEMENT DIVISION**

The primary function of the Code Enforcement (CE) Division is to ensure compliance with City Ordinances. While providing for the overall health, safety and welfare of the community, CE Staff’s first priority is to help residents achieve code compliance — to include random weekend Code Enforcement to ensure that compliance is not just 5 days a week, but expected on a consistent basis.

**DEMOLITIONS**

Throughout 2019, Code Enforcement Staff worked to bring blighted, unfit and/or unsafe properties into compliance through the use of the International Property Maintenance Code. Initiating new Code Enforcement Cases frequently means posting properties as “Unfit for Human Occupancy” and posting properties with an “Imminent Danger Posting” to insure the safety and welfare of the public. These structures, when left unattended, create a neighborhood nuisance. Compliance may be obtained by renovating or demolishing structures to provide for new development opportunities.

**TURTLE LIGHTING**

Staff continues to monitor for turtle lighting violations during Turtle Season, which runs from May 1st through October 31st. With the assistance of Brevard County Natural Resources, work was done with several Condominium Associations to obtain voluntary compliance with City Turtle Lighting regulations. Prompted by reports of hatchling disorientation events, each year, Code Enforcement Staff dedicates several evenings to conducting turtle lighting inspections. Staff works to resolve these violations by contacting the appropriate Condominium Associations.

**CODE ENFORCEMENT ACTIVITY BY CATEGORY**

![Chart showing Code Enforcement Activity by Category for FY 2018 and FY 2019](photo-right)
PLANNING + ZONING DIVISION

The City's Planning and Zoning Staff is responsible for orderly development that is consistent with established goals contained in the Comprehensive Plan. Additionally, the department administers the City's Community Redevelopment Agency, established in 2012, to implement community redevelopment activities contained in the Community Redevelopment Plan.

NON-CONFORMING LAND USE

Currently, there are approximately 700 parcels in the City which are considered non-conforming in that they are zoned commercial, but have been developed with a residential structure. Because City Code prohibits a non-conforming structure to be rebuilt if it is destroyed (defined as damage by any means such that the cost to repair or reconstruct exceeds 50 percent of the fair market value) a comprehensive rezoning effort is underway that will rezone non-conforming parcels to bring them into compliance. Furthermore, this effort includes properly zoning properties either under public ownership or properties that have environmental considerations.

The City recently established two new zoning districts, Public/Recreation and Conservation. The Public/Recreation designation will be assigned to parcels under City and/or another public entity ownership, while the Conservation designation will be given to parcels that are encumbered due to grant and/or environmental considerations.

SITE PLAN REVIEW PROCESS

Currently, the City Code requires that a site plan be submitted and reviewed “for all development and redevelopment projects, except single-family, two-family or three-family dwelling units, or alterations thereto, and minor commercial improvements.” Further, that all new commercial buildings or structures and new residential structures with four or more dwelling units also be subject to the site plan process.

There have been instances where after the site plan approval has been granted, an applicant requests a minor technical adjustment to the previously reviewed and approved site plan. Typically, the adjustment has a nominal impact on the overall site layout of the project. However, in these instances, the Code does not provide for a deviation from the approved plan and results in the applicant having to go back through the entire process.

To streamline the site plan approval process and to avoid unnecessary delays for development projects, Staff, in conjunction with the City Attorney, is processing an ordinance to provide for administrative minor site plan adjustment exception.
WHAT WE DO

In 2019, the City’s Community Engagement activities merged with Cultural Programs to form the department of Cultural and Community Affairs (CCA). This department is responsible for the delivery and coordination of the City’s community engagement initiatives, cultural programs and public outreach activities.

ROLES + RESPONSIBILITIES

• Building community partnerships
• Fulfilling Public Information Officer (P.I.O.) responsibilities
• Creating engagement opportunities with local agencies and neighboring communities
• Managing the City’s social media platforms, website, brand and trademarks
• Developing diverse, interactive experiences that enrich the quality of life for all
• Serving as liaison for the Cape Canaveral Public Library and Cape View Elementary
• Supervising the City’s cultural property collections
• Facilitating permits for Motion and Still Photography within the City
• Promoting the City’s visioning, history and unique cultural identity
• Assisting other departments with City events

CULTURAL + COMMUNITY AFFAIRS TEAM

Molly Thomas
Director + Staff Historian

Stephanie Johnson
Community Affairs Manager + P.I.O.
OUTREACH METRICS + ONLINE PRESENCE

WEBSITE

~27K
MONTHLY IMPRESSIONS

The City’s new website was designed to be a user-friendly Community resource with the most frequently used topics on the homepage, and with ADA compliance to serve all abilities. This transition enlists modern technology to provide online services, Google-like search capabilities and with the end result a mobile-friendly website. We hope you find it useful!

NEXTDOOR MEMBERS

1,873

+29%

FACEBOOK FOLLOWERS

1,822

+99%

TWITTER DAILY IMPRESSIONS

1,900%

INSTAGRAM FOLLOWERS

1,873

+29%

WEEKLY UPDATE STATISTICS

AUDIENCE

+52%

CLICK RATE

13.7%

OPEN RATE

37%

SUBSCRIBE RATE

1,900%

HURRICANE DORIAN + EMERGENCY COMMUNICATIONS

WEBSITE

• Approximately 8,500 website visits during the week of Dorian
• 31% uptick from week prior
• Most clicks: "Alert" button

EMAIL

• 13 email blasts via Mailchimp
• Gained 40 new subscribers

FACEBOOK

• 24,000 post reach
• 115 new likes during the week of Dorian

TWITTER

• 50 unique tweets
• Approximately 36,000 impressions
• Gained ~250 Twitter followers

NEXTDOOR

• 20 posts
• 5,800+ impressions

EVERBRIDGE

• 8 storm-related messages
• Gained 321 new subscribers
POET LAUREATE
_A first for Brevard!
_In 2019, the City appointed Mr. Timothy Bass as Brevard County’s first municipal Poet Laureate. The Poet Laureate acts as an Ambassador for our community’s cultural interests, promotes the value of the written word and helps to celebrate the City’s literary culture.

LITTLE FREE LIBRARIES
_Literacy matters!
_From the first Little Free Library (LFL) installed in 2017, the City’s LFL program has grown to include six total locations and two of those include a Little Free Pantry food exchange. A seventh LFL is set to be installed in 2020 at the City’s newest green space, Wagner Park!

STEAM IN THE GARDEN
_Art meets science!
_The City presented the students of Cape View Elementary with a unique community arts opportunity, inviting science students to create designs to decorate rain barrels for the community garden using concepts they were learning about in class. The result was four designs with an underlying theme of sustainability: “Good Garden Bugs,” “The Water Cycle,” “Dune Conservation” and “Sustainable Energy.” These were turned into UV-resistant vinyl wraps and applied to the 55-gallon rain barrels that are part of the irrigation system at the Community Garden.
THE SUMMER OF SPACE

Celebrating the 50th Anniversary of Apollo 11.

Cape Canaveral has been the gateway to worlds beyond our own for more than half a century. As the world prepared to celebrate the 50th Anniversary of humankind’s first steps on the Moon, the City of Cape Canaveral also celebrated 50 years of the world knowing its name. Prior to the 1960s, this small coastal community was virtually unknown to all but locals, fishermen and the army of aerospace workers that were busy putting the “space” in “Space Coast”. The City of Cape Canaveral took this anniversary seriously—and because the legacy of man’s first steps on the Moon could not be summed up in a single day’s event, the City celebrated this anniversary with a series of public art projects, Community events, youth activities and more, all counting down to that memorable morning in July.

Memorable moments from the first Summer of Space:

• Installation of space-themed artwork on Traffic Control Cabinets throughout the City.
• The City’s first commissioned mural “One Giant Leap for Mankind”.
• Digital photo exhibit, “The Space Between Liftoff + Landing®”.
• Proclamation declaring every summer in Cape Canaveral as “The Summer of Space”.
• Installation of space-themed Little Free Library in City Hall Plaza.

INTERNATIONAL YOUTH EXCHANGE PROGRAM

Friendship cities + sisters in space!

Six (6) local families made memories that will span the globe and last a lifetime, by welcoming student visitors from Kimotsuki, Japan into their homes. For the second year in a row, the City of Cape Canaveral was chosen to be the host community as part of the International Youth Exchange Program (IYEP) aimed at promoting global diffusion and facilitating English literacy for participating students. The benefits of immersive cultural enrichment programs like this go both ways, and have lasting positive impacts on both the visitors and the communities they visit.

2019 CULTURAL EVENTS

• Central Brevard Art Association’s 17th Annual Art Show
• 20th Annual Student Art Show
• Celebrity Reader Day

PHOTO LEFT

“One Giant Leap for Mankind” mural at the Nancy Hanson Recreation Complex.
ROLES + RESPONSIBILITIES

The Economic Development Department facilitates the creation and retention of new jobs, in the retail, service, technology and manual activity sectors of the Cape Canaveral economy. Current and potential business owners, citizens, realtors, developers, investors and other community stakeholders are provided information and assistance to navigate looking for a place to live, work or start a business. The Economic Development Director was appointed Interim City Manager on October 15, 2019. Accordingly, this report reflects the accomplishments of the Economic Development Department through October 15th as well as duties as Interim City Manager after October 15th.

ECONOMIC DEVELOPMENT STAFF

Todd Morley
Director + Interim City Manager

MEETINGS ATTENDED REGULARLY

- Brevard County Board of County Commissioners
- Canaveral Port Authority Commission
- Economic Development Commission of Florida’s Space Coast
- Space Coast Transportation Planning Organization (SCTPO)
- SCTPO Citizens Advisory/Technical Advisory Committee
- FDOT Community Traffic Safety Team (CTST)

RESIDENTIAL DEVELOPMENT

Staff fields a number of inquiries each year from medium-sized residential development companies. Most interested developers request information regarding residential densities in the 20-30 units per acre range. The default residential density throughout the City of Cape Canaveral is 15 units per acre. An increase in residential density is possible in the Economic Opportunity Overlay District by special approval by the City Council on a case-by-case basis, through the Planned Development Process.

PHOTO LEFT
Fifth grade students at Cape View Elementary participate in a City Planning exercise.

PHOTO RIGHT
Residents provide input on pedestrian and bicycle safety master planning initiatives.
SR A1A in the City of Cape Canaveral is identified in the SCTPO “2020 Regionally Significant Transportation Project Priorities FY 2021 – FY 2025”. The improvements have been divided into three segments. Together, the three projects will transform Florida Department of Transportation’s (FDOT) SR A1A in Cape Canaveral into a cohesive “urban” roadway profile with an enhanced focus on bicycle and pedestrian safety.

City Staff attended a project Stakeholders meeting hosted by FDOT for the A1A Curb & Gutter Design Project. This $2.3M FDOT-funded design project will create plans to transform A1A from a rural profile to an urban profile, with curb and gutter and managed turning movements for the stretch of A1A from Long Point Road to George King Boulevard. The meeting included FDOT and TPO staff as well as a representative from Canaveral Port Authority. The purpose of the meeting was to ensure designers have “a good handle” on the wants/desires of the municipalities. Future design meetings will engage with A1A business owners and the public.

TOP 10 PRIORITIES

1. Speed limit 35 mph
2. Complete the crosswalks at existing signals
3. New mid-block crossings with HAWK or PHB beacons (stop lights on mast arms)
4. All crosswalks made audible and signalized
5. An updated “Urban” profile with curb and gutter
6. Managed turning movements (raised islands with landscaping)
7. Wider sidewalks and wide, buffered bike lanes
8. Realignment of International Drive
9. New signal at Thurm Boulevard and SR A1A
10. Unified corridor throughout the City

PROJECT SEGMENTS

- **International Drive Realignment Project:**
  International Drive to Long Point Road
- **North SR A1A Curb + Gutter Project:**
  Long Point Road to George King Boulevard
- **South SR A1A Curb + Gutter Project:**
  International Drive to SR 520

VISION ZERO ACTION PLAN

The SCTPO is increasing its focus on the “Vision Zero Action Plan” which supports the basic tenet that there is no number of acceptable deaths on our roads.

MASTER PLANNING FOR PEDESTRIAN SAFETY

The first public Bicycle and Pedestrian Master Plan meeting was held at the Cape Canaveral Library on January 23, 2019. This was the first of several meetings held in multiple cities throughout Brevard. The meeting focused on the North Beaches Area and attracted 39 community members who reviewed information, ranked preferences and engaged in Q & A with the SCTPO and consultants.
Throughout 2019, City of Cape Canaveral hotels regularly outperformed other hotels in Brevard County in the three leading metrics: Occupancy Rate, Average Daily Rate and Revenue per Available Room. Upon completion of Springhill Suites and the dual flag property (Home 2 Suites + Hampton Inn) projects, Cape Canaveral will boast approximately 950 hotel units. Cape Canaveral currently represents 11.2% of the Brevard County hotel market.

**BIG PICTURE STATISTICS FOR CAPE CANAVERAL HOTELS**

- **$1,738** COLLECTED PER ROOM IN TOURISM TAX
- **12.46%** OF TOURIST DEVELOPMENT COUNCIL BUDGET

**REVENUE METRICS FROM DECEMBER 2019**

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<th>Location</th>
<th>Average Daily $ Rate</th>
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<td>Sernada + Beaches</td>
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</tr>
<tr>
<td>West Palm Beach Area</td>
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**OCCUPANCY RATES FROM DECEMBER 2019**

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<tr>
<td>Orlando I Drive</td>
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MOVING FORWARD IN 2020: SPECIAL PROJECTS

MULTI-GENERATIONAL FACILITY
Redeveloping Canaveral City Park

Project Management Team
• Todd Morley
• Gustavo Vergara
• Architects RZK

2019 Milestones
• Entered final design phase
• Permits received from Department of Environmental Protection + St. Johns River Water Management District
• Water connection plan approved by City of Cocoa

Plan Developments
• Facility to use a 3-phase underground electrical system
• Reconfigured parking plan to preserve specimen trees
• Solar and splash pad designs approved by City Council

THE CAPE CENTER
Culture, Arts, Preservation + Enrichment

Project Management Team
• Todd Morley
• Molly Thomas
• Architects RZK

2019 Milestones
• Site and civil design work assigned to the City Engineer
• Pre-final Construction Documents delivered

Plan Developments
• Council approved a scope and task order proposal for rooftop solar energy system.
• Solar related changes are currently being incorporated into the design.

PHOTO ABOVE
Residence Inn hotel on Astronaut Boulevard.
OCEAN WOODS HOMEOWNERS ASSOCIATION (OW HOA) NORTH BUFFER ZONE

Coordinated land-clearing permit necessary to remove a significant and impenetrable overgrowth of Brazilian Pepper trees which were significantly affecting the neighborhood’s ability to adequately drain stormwater. City Staff regularly monitored as the Brazilian Pepper trees were removed. The remaining native trees, though few, were cleared of vines and debris and largely left undisturbed. OW HOA is currently tasked with providing engineered plans supporting a permit to restore the stormwater system to full functionality. As part of the current permit, a replanting will be required to restore the visual buffer between OW and Harbor Heights. Regular maintenance of the buffer zone will be required to ensure the Brazilian Pepper tree overgrowth does not reoccur.

RIDGEWOOD AVENUE EXTENSION PROPERTY

Representatives from abutting condominium associations approached City about conveying a 50-ft wide unpaved portion of a city-owned parcel once designated to be a northward extension of Ridgewood Avenue. Development approvals over the years have precluded its development as a roadway through to George King Boulevard, leaving the Subject Parcel undeveloped.

This property is located south and east of the Ocean Woods’ natural path which provides OW residents pedestrian access to the OW condominium’s private beach access. Staff attended a site visit with the two OW HOA representatives to gather additional information regarding the request and published it in the Weekly Update. A significant amount of feedback from residents indicated the need for a community discussion about the property.

The item was forwarded to the City Council in October 2019 and the Council unanimously approved a motion to send the item to the Planning and Zoning (P&Z) Board for a recommendation, to maintain and not abandon the Ridgewood Avenue Extension property — and to respect the two abutting property owners to the best of the City's abilities, including the possibility of public improvements.

The result of this well-attended meeting was a consensus to create a Policy Statement for City Council consideration which would:
• Not contemplate a sale of the property.
• Not take further action unless and until such a time that the OW HOA natural path is no longer accessible via the general public, and, in that case, the City could create a walkway through the property.

The Policy Statement will go before City Council in 2020.

PIERCE AVENUE SIDEWALK PROJECT

• Obtained surveys and developed plans to complete the sidewalks on both sides of Pierce Avenue
• Coordinated the removal of private property encroachments within the planned sidewalk area
• Worked with property owners to amicably resolve challenges for the benefit of all
• Coordinated the reduction of a number of utility conflicts, such as utility poles and water meters

PHOTO RIGHT
Demolition of former City offices located at 110 Polk Avenue.
WHAT WE DO

The Human Resources and Risk Management Department is responsible for recruiting, employee development and retention of a highly skilled and engaged workforce capable of performing at a level necessary to achieve the City’s Quality of Community and Life objectives.

ROLES + RESPONSIBILITIES

- Recruitment, development and retention of a talented, diverse and sustainable workforce.
- Streamline policies and procedures in order to eliminate redundancy and inefficiency.
- Drive positive change through employee engagement, team-building and leadership development.
- Assess workflow processes in order to achieve maximum efficiencies.
- Promote positive, constructive and effective employee communication that reduces non-productive conflicts and grievances.
- Staff training and talent development.
- Safeguard City assets through an aggressive and proactive risk management strategy.
- Ensure the City’s competitive edge in the areas of compensation and benefits.
- Ensure effective Emergency Management preparedness and response plan.
- Safeguard the safety and well-being of staff and the general public through strict safety program compliance, employee participation in the development of standard operating procedures and continuous training.
- Conduct a wide-range of research to include data analysis intended to proactively identify industry trends, determine legislative impacts and fiscal accountability.
RECRUITMENT
Offering a competitive compensation package enables the City to attract the best available talent for its vacancies. The wisdom of providing competitive pay and benefits is particularly evident during this period of low unemployment, where competition for high-quality employees is particularly fierce. The following strategy continues to deliver satisfactory recruitment results:

• Routinely monitor State and Local salary data and adjust accordingly to ensure the City offers competitive compensation.
• Employ a merit-based compensation system that rewards employees who are prepared, efficient and innovative.
• Promote and fully fund technical training and continuing education, enabling employees to grow and advance.
• Ensure access to quality healthcare to include Health, Vision, Dental, Life and Long-term Disability Insurance.

LABOR UTILIZATION LEVELS
The following Utilization Levels comparison graph demonstrates the City’s labor utilization success over the past six fiscal years. Part-time Employees are expressed in full-time equivalence.

PHOTO LEFT
DBI Services installs a Step-Safe® ADA mat at Long Point Road and SR A1A.
EMPLOYEE BENEFITS
Essential to the goal of attracting and retaining a highly skilled and productive workforce is the need to provide high-quality Health, Vision, Dental, Life and Long-term Disability benefits. Balancing the necessity for premium cost containment, the Human Resources Department provides wellness, “smart benefit use” training and individual assistance to Staff, all of which are critical in maintaining a highly favorable risk/claims history.

GROUP HEALTH
Once again, rising healthcare costs, soaring prescription drug prices, access and uncertainty surrounding the future of Medicaid, Medicare and the Affordable Care Act are driving factors concerning healthcare in America. Despite this instability, the City remains committed to limiting employee maximum out-of-pocket risk to $750 per year and sending a powerful message to current and prospective employees that the City of Cape Canaveral cares about the health and well-being of its employees.

The following strategy continues to benefit the City’s ability to negotiate competitive premium rates, which enjoyed a modest increase of 5% for plan year 2018/19.

- Avoid seeking emergency medical services for non-emergency health needs.
- Regularly seek wellness/preventative medical services.
- Utilize cost-effective mail order and/or generic prescriptions for maintenance medications.

RETIREMENT BENEFITS
The City offers a generous Defined Contribution Retirement Plan following one year of full-time regular service. The City contributes a sum equal to 7% of an employee’s wages into a self-directed 401(a) account.

In addition, all employees may participate in a Deferred Compensation Plan 457(b) upon employment with the City. Following one year of employment, the City matches up to 3% of a full-time employee’s deferred compensation contribution. Both retirement plans are administered by the Florida League of Cities Municipal Trust Fund.

DENTAL, VISION, LIFE + LONG-TERM DISABILITY
Premium rates remained unchanged for FY 2018/19.

PHOTO RIGHT
Maintenance team completes new crosswalk at intersection of SR A1A and North Atlantic Avenue.

PHOTO BELOW
Maintenance team safely uses bucket truck to install new swings at Manatee Sanctuary Park.
RISK MANAGEMENT
Risk Management covers:
• Workers’ Compensation
• Property + General Liability
• Cyber-security
• Public Officials + Employment
• Inland Marine
• Auto
• CRA

For the FY 2018-19 plan, the City retained the services of Preferred Governmental Insurance Trust at a premium savings of 21% from that offered by the previous risk management provider. The City requested and received a guaranteed 2-year “locked-in” premium rate. The City sought this price protection as a means to minimize premium volatility driven by statewide catastrophic hurricane losses.

WORKERS’ COMPENSATION
The City’s Workers’ Compensation claims history has remained favorable with zero Workers’ Compensation claims reported for the three years (2015-2018), metrics from which renewal rates are based.

SUPPLEMENTAL INSURANCE
To ensure the maximum benefit protection for City employees, the City makes available a wide-range of voluntary and employee-paid, supplemental insurance package via AFLAC Insurance Company. AFLAC also provided IRA 125 Administration Services at no cost to the City.
WHAT WE DO

The mission of the Leisure Services Department is to provide recreational programs, classes, activities, events, and facilities that create a sense of place through public engagement and personal enrichment—improving the overall health and quality of life for both residents and visitors to Cape Canaveral.

ROLES + RESPONSIBILITIES

- Supervising acquisition, planning, design, construction and maintenance of recreational facilities
- Interpreting and implementing policy directives as it relates to the department and City guidelines
- Evaluating effectiveness of recreational areas, facilities and services
- Planning, designing and implementing cultural events, activities, exhibitions and awareness
- Developing immediate and long-range plans to meet recreational needs of multi-generational groups
- Monitoring and sourcing the community for expansion possibilities; writing grants to fund said expansions
- Working with neighboring communities to provide high quality recreational activities for local residents
- Maintaining working relationships with allied public wellness and volunteer agencies

LEISURE SERVICES TEAM

Gustavo Vergara
Director

Aaron Leyte
Leisure Services Manager

Patti Roth
Clerical Assistant

Ian Anderson
Maintenance Specialist

Greg McKay
Recreation Leader

Mary Jane Binney
Recreation Leader

Jordan McGrath
Recreation Leader

PHOTO LEFT
Kids decorating kites at the Beach + Kite Fest.

PHOTO RIGHT
Youth participants in the City’s first softboard surf contest.
COMMUNITY CELEBRATIONS + SPECIAL EVENTS

FRIDAY FEST
A monthly street festival featuring exciting activities, retail and craft vendors, food trucks, bounce houses and live entertainment. Beer and wine sales benefit local youth charities.

In 2019, Friday Fest served as a venue for several auxiliary events:
- Rover’s Space Ribbon Cutting
- Holiday in the City
- Student Art Show
- Summer of Space Mural Dedication

MOVIE IN THE PARK
A seasonal, family-friendly activity featuring outdoor screenings of popular films. In 2019, the City purchased an inflatable screen that reduced set-up time and improved viewer experience.

The films featured in this year’s spring and fall series included:
- Lion King (2018)
- Aladdin (2019)
- Incredibles 2
- Christopher Robin
- The Grinch (2018)

FOUNDERS’ DAY
An annual celebration of all things Cape Canaveral! The 2019 event featured:
- Centennial presentation by the American Legion
- Chowder cook-off benefiting Cape View Elementary
- Honorees recognized:
  Mary K. Russell - Lifetime Service + Leadership
  Joyce Hamilton - Civic Engagement Award

BEACH + KITE FEST
A day at the beach — Cape Canaveral style! The 2019 event featured:
- Spongefest! A softboard surf competition
- 200 free kites for kids
- Sandsculpture contest
- Food sales benefiting Space Coast Little League

MONSTER MASH
Kids’ Halloween dance party + trunk or treat!
- Haunted Library attraction
- 20 car trunk or treat
- Over 500 in attendance

EGG HUNT
A Cape Canaveral Easter weekend tradition!
- 4,000 eggs hidden
- PAL volunteers assisted
- Over 300 participants

BACKPACK JAMBOREE
Supporting local kids going back to school!
- 220 fully stocked backpacks
- Hosted in partnership with VFW Post #10131

REINDEER RUN
23rd annual 5k charity race
- 604 runners
- Benefits BCSO Charities, Inc. PAL program
In 2019, Staff fulfilled a key component of the City’s Vision Statement with the construction of the first public, off-leash, dog-friendly area in the City.

Years in the making, this project was completed almost entirely in-house through the teamwork of Leisure Services and Infrastructure Maintenance Staff.

**SUMMER CAMP**

For more than a decade, the City has hosted a low-cost, high-energy Summer Camp to keep kids active during the summer and help alleviate the pressure of securing dependable/affordable child care for local families.

In 2019 this program was expanded to accommodate 50 children a week and played into the City’s Summer of Space celebration with themed educational activities, crafts and guest speakers. Campers even got to meet a real astronaut — Captain Winston E. Scott!

**PHOTO LEFT**

Dog having the best day ever at Rover’s Space.

**PHOTO BELOW**

Astronaut, Captain Winston Scott visits Summer Camp.
ATHLETICS + PROGRAMS

TEAM CAPE CANAVERAL (CC)
Sponsored by Health First, the Mayors’ Fitness Challenge encourages residents to get active.
• Team CC came in 2nd in 2019!
• 368 registered participants
• Exercised 322 minutes a week
• Logged 948,249 minutes

CITY ATHLETIC LEAGUES
Staff coordinates adult athletic programs throughout the year that cater to a range of ages and abilities.
• Kickball
• Softball
• Tennis
• Racquetball

CLASSES + ACTIVITIES
• Beach and Studio Yoga
• Zumba
• Family and Adult Karate
• Boot Camp
• Ballroom Dance
• Tennis
• Jazzercise
• Aikido
• Stumbling Fun
• Pilates

COMMUNITY COURTS
Non-City affiliated tennis leagues and local residents take advantage of the City’s facilities and coordinate their own activities!
• Space Coast Tennis League:
  - Spacettes (Ladies 50+ division)
  - Island Girls (Doubles)
• Friday Morning Mixed Doubles
• Seasonal Pickleball groups
• Seasonal Shuffleboard groups
WHAT WE DO

The Public Works Services Department (PWS) combines Infrastructure Maintenance (IM), Wastewater Treatment Plant operations and Collections Field Systems maintenance and operations under one umbrella to better serve residents through customer service. Utility services, storm and wastewater, reclaimed water, maintenance service for all City streets and facilities are also managed in this department. PWS is also responsible for all reporting and testing required by Florida Department of Environmental Protection (FDEP).

ROLES + RESPONSIBILITIES

- Provide and maintain utility services for the general public.
- Wastewater collection
- Reclaimed water
- Maintain all City infrastructure, to include City streets and facilities.
- Wastewater Reclamation Facility (WRF)
- Laboratory
- Stormwater

PWS MANAGEMENT TEAM

Jim Moore
Director

Tim Carlisle
Deputy Director - IM Manager

June Clark
Public Works Superintendent

Donnie Pate
Collections Systems Manager

Jessica Bunnell
Wastewater Laboratory Manager

Kathy Condon
Senior Secretary

PHOTO ABOVE
Entrance to the PWS facility on Thurm Boulevard.

PHOTO RIGHT
Maintenance team installs solar light at the PWS facility.
ENVIRONMENTAL ACCOMPLISHMENTS 2019

RECLAIMED WATER USE SAVING THE LAGOON

Cape Canaveral’s PWS Department is home to a nationally accredited environmental laboratory that performs approximately 20 different tests daily and multi-daily as required to maintain compliance with Florida Department of Environmental Protection (FDEP) and U.S. Environmental Protection Agency (EPA) regulations.

The reclaimed water system helps to protect our environment through the beneficial reuse of wastewater effluent. Instead of discharging effluent into the Indian River Lagoon, it is re-used for irrigation. Reducing the volume discharged helps Cocoa meet State and Federal requirements for wastewater effluent disposal into surface waters. It also helps to conserve our drinking water supplies by providing an alternative source of water for irrigation and other non-potable uses.

RECLAIMED WATER EFFLUENT DISCHARGES

Banana River Discharge: 122.45 million gallons
Reuse Discharge: 290.45 million gallons

PARK PROJECTS + INFRASTRUCTURE

NORTH ATLANTIC AVENUE LOW-IMPACT DEVELOPMENT (LID) PROJECT

Sections of North Atlantic Avenue were landscaped into LID areas. These areas, which consist of rock, drought tolerant plants and coquina boulders, were improved to limit vehicle impacts and are part of the City’s sustainability footprint.

WAGNER PARK

The east side of Wagner Park was completed in November 2019. The park consists of a stormwater retention area (swale) that is retrofitted with rock barriers to retain stormwater longer thus allowing it to infiltrate into the ground. The park also consists of over 240 plants which are a mixture of Florida natives and butterfly-friendly species. A bike fix-it station, bike rack, water fountain, wind sculpture, shade structures, benches, solar lighting and waste receptacles were also added. In addition to the swale area, flexi-pave was poured as a walkway throughout the entire park to reduce stormwater runoff.

CONVERSION TO SOLAR LIGHTING

The WRF high pressure sodium lights at the City’s Wastewater Treatment Plant were removed and replaced with solar powered lights. This new lighting can be accessed remotely and is programmable for the needs of the facility.

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PAVING PROJECTS

• International Drive – Removed/constructed curbing and milled/paved the roadway. Delineators were placed along the northern side of International Drive for a dedicated walking/biking lane.
• Lindsey Court – Milled/paved the roadway.
• Harbor Heights Parking Lot – Removed/replaced sub-base and paved the parking lot.

BUS SHELTER LIGHTING + BIKE RACKS

Solar lighting was added at all bus shelter locations to improve safety of residents and visitors. City-themed bike racks were also added to each bus shelter location.

ROVER’S SPACE

A flexi-pave walkway was poured from the sidewalk area to the entryway to minimize stormwater runoff.
BEACH PARKING UPGRADES

Beach access parking lots were restriped and new car stops installed. The car stops are made of recycled rubber and last longer than the traditional cement or composite car stops.

TAYLOR AVENUE CROSSOVER

The beach crossover located at Taylor Avenue was replaced with a safer beach crossover. The slope was significantly reduced and the wood frame was reconstructed with specially treated wood.

MOBILITY MATS

A mobility mat was installed at the Ridgewood Avenue crossover and is an addition to the existing mobility mats on Monroe, Polk and Buchanan Avenues.

PHOTO RIGHT

Mobi-mat® installed at Ridgewood Avenue.

PHOTO BELOW

Crossover under construction.
WATER RECLAMATION FACILITY IMPROVEMENTS

TANK REPLACEMENT
The 2,000 gallon WRF bleach storage tanks require replacement every 6-8 years due to the storage of sodium hypochlorite, which is used for disinfecting reclaimed water before it is transferred to the reuse storage tanks.

ANOXIC TANK MIXERS
New mixers were installed on both Anoxic Tanks. The 1st Anoxic Tank has a new turbo mixer which uses 35% less energy than conventional mixers. The 2nd Anoxic Tank mixer promotes the bacterial breakdown of nitrates.

STAINLESS STEEL DIGESTER BLOWER
The digester blower pipes were replaced since they had developed several holes due to normal wear and tear. This was allowing ground water to seep into the system causing the new blower to over heat.

DEIONIZATION (DI) SYSTEM REPLACEMENT
The DI water system that produces DI water required for use in permit testing was replaced by a new, more efficient, technologically advanced and smaller system.

PUMPS, MOTORS + BASES REPLACED
Return Activated Sludge (RAS) - Pumps are used to return activated sludge to the WRF head works to maintain mass balance in the treatment process. Waste Activated Sludge (WAS) - Pumps are used to return a portion of the waste activated sludge to the digester. The WAS Control Panel was also replaced. Internal Recycle (IR) Pumps - Pumps are used to return activated sludge from the Oxidation Ditch to the 1st Anoxic Tank to remove total nitrogen. Reclaimed Water Pumps are used to discharge reclaimed water to Cape Canaveral, Port Canaveral and Cocoa Beach reuse irrigation lines.

SAND FILTER VALVE AND AIR COMPRESSORS
Replacement was performed to optimize efficiency of the sand filter system.

GOALS FOR 2020
• Complete Pierce Avenue and Johnson Avenue sidewalks.
• Complete Western side of Wagner Park.
• Replace southern entry City of Cape Canaveral sign.
• Install wayfinding signs.
• Finish reconstruction of Harbor Heights crossover including a new walkway.
• Stripe traffic lines and stop bars.
• Pump, motor and base replacements: RAS, IR, Reclaimed Water, Transfer and EQ Basin Pumps
• Variable Frequency Drives (VFDs).
• Replace stainless steel blower pipe for 2nd Anoxic Tank and Effluent Transfer Basin.
• Supervisory Control and Data Acquisition (SCADA) System Upgrade for the WRF.
The mission of the Cape Canaveral Volunteer Fire Department is to provide the City of Cape Canaveral, the Canaveral Port Authority, and the unincorporated area of Avon by the Sea with trained professional personnel to protect life, property, and the environment in an economical, expedient, and competent manner.

**TRAINING COMPLETED 2019**

- Seaport Canaveral sent two Canaveral Fire Rescue (CFR) personnel to Williams Foam School in Texas.
- Three personnel successfully completed Paramedic Training.
- Three personnel completed training and were certified as Self-Contained Breathing Apparatus technicians.
- Extensive training conducted with Brevard County Sheriff’s Office (BCSO), Brevard County Fire Rescue, and Cocoa Beach Fire Department.
- Roof OPS, SWAT, wall breach, rope systems, scene size-up, entanglement, RIT, and numerous other operations were performed.
- Additional training included: rope rescue, numerous Medical Director In-services, Air Ambulance Helicopter Operations, Boat Driver Certification, struts/airbags, extrication, Liquid Natural Gas (LNG), Pump Ops, National Fire Protection Association 1410 Drills, High-Rise Evolutions, Water Rescue, Active Shooter, Confined Space and Emergency Management.
- The Department conducted several Mutual/Automatic Aid trainings with Cocoa Beach, Brevard County and the U.S. Coast Guard.
- Training Center expanded to include LNG Firefighting.
- Completed 55 Port Canaveral Maritime Academy firefighting trainings classes for 701 personnel and 160 personnel participated in four live fire training days for various surrounding departments.
- Eight Control Vessel Examinations trips conducted and 3 confined space training classes on-board Disney.
COMMUNITY OUTREACH

- CFR personnel worked closely with BCSO to make sure that the neediest were taken care of during the Holidays and throughout the year. CFR continued to assist BCSO with donated funds to sponsor community events. As always, BCSO/CFR received overwhelming support from the Community. The area Corvette Clubs, The Cove Association, Sea Port Canaveral, and numerous others continue to be gracious supporters in these endeavors.
- Eighty-five students were trained in CPR and Advanced Cardiac Life Support.
- Assisted with the City and Community events: National Night Out, US Coast Guard Field day, Summer Camps, Reverse Trade Show, Fall Festival, Reindeer Run, Santa in the City, Founders’ Day, Corvette Club Christmas Parade, Cape View Elementary Government Week, Friday Fests, Rockledge High Maritime Studies Program and numerous more.

CFR LEADERSHIP TEAM

Dave Sargeant
*Fire Chief*

John Cunningham
*Assistant Chief + Fire Marshal*

Chris Quinn
*Assistant Chief*

Tracy Braley
*Assistant Chief*

Jeff Roberts
*Fire Inspector*

Mary Haberthier
*Executive Assistant*

PHOTO ABOVE
CFR team member takes part...
The mission of the Brevard County Sheriff’s Office:

- Building community and professional partnerships.
- Committed to excellence and integrity.
- Striving to reduce crime.
- Objective: fair and equal treatment for all.

CANAVERAL PRECINCT LEADERSHIP

Andrew Walters
Commander

PHOTO LEFT

Brevard County Sheriff’s Office Bomb Unit display at Founders’ Day event.

PUBLIC SAFETY PRIORITY 2019

In an effort to protect the safety of the citizens in the City of Cape Canaveral, the Brevard County Sheriff’s Office (BCSO) conducted High Visibility Enforcement Details (HVE) during the year. The enforcement began January 2019 through April 2019 and also October 2019 through December 2019 along SR A1A between Barlow Avenue and George King Boulevard in the Cocoa Beach and Cape Canaveral area. This area is over-represented in traffic crashes resulting in serious and fatal injuries to pedestrians and bicyclists.

HVE details are funded through a contract with the University of North Florida in partnership with the Florida Department of Transportation’s focused initiative to improve pedestrian and bicycle safety.

Enforcement efforts focus primarily on education to drivers, pedestrians, and bicyclists. Throughout the year 2019, deputies made educational contacts with 682 motorists, bicyclists and pedestrians. However, violators were also addressed resulting in 269 warnings or citations depending on the circumstances.

2018 - 2019 DATA COMPARISON

![Graph showing data comparison between 2018 and 2019 for various categories: Juvenile Arrests, Adult Arrests, Burglaries, Drug Arreasts, DUI Arrests, Traffic Citations, Traffic Warnings.](image-url)
The BCSO Cape Canaveral Precinct Special Operations Unit assisted with numerous events and programs during the year to include:

**National Night Out** – BCSO partners with the Cape Canaveral Volunteer Fire Department to host National Night Out each year. This event provides the community a hands-on understanding of equipment and resources available through the Sheriff and Fire Departments. In 2019, approximately 200 residents of Cape Canaveral were served free hamburgers, hot dogs, chips, drinks and snacks.

**Thanksgiving Meals** – The Cape Canaveral Precinct helps provide local families in need and those who are a part of the Meals on Wheels program with complete Thanksgiving meals. Last year, the Cape Canaveral Precinct teamed up with Cape Canaveral Fire Rescue (CFR) to provide 15 families, approximately 34 people, with Thanksgiving dinner from Publix.

**Christmas Angels** – Partnering with local businesses, the Cape Canaveral Precinct and CFR provided toys for local children whose families are under financial strain. This program provided 23 local children with items for Christmas. In addition, the Precinct assisted the Sheriff’s Office with the “Shop with a Cop” program and the Cocoa Beach Police Department Angel Program for those that were unable to enroll in the Christmas Angels. Remaining toys were donated to Cape View Elementary School for their “Star Bucks Program”.

**Trunk or Treat** – Cape Canaveral Precinct provided hundreds of local children with treats at the annual Monster Mash event held at the Nancy Hanson Recreation Complex.

**Cape Canaveral Police Athletic League (PAL)** – This program provides recreational activities for youths as an alternative to involvement in criminal conduct or gang involvement. This program is open to ages 13 to 17.

**Citizens Observer Patrol (COP)** – The Citizens Observer Patrol is designed to assist deputies with improving the quality of life for our citizens. There are six active Canaveral COP volunteers who logged approximately 347 volunteer hours in 2019. The majority of these hours were dedicated to neighborhood patrols and special events.

**Neighborhood and Business Watch** – Neighborhood and Business Watch programs center on neighbors and law enforcement personnel working together to increase community awareness and reduce crime. The Brevard County Sheriff’s Office Crime Prevention Unit offers a variety of programs to assist home and business owners in reducing their risk of crime.

**City of Cape Canaveral Events** – The Special Operations Unit also assists with many City-sponsored events during the year such as Friday Fest, Easter Egg Hunt, Little League Parade, Reindeer 5K Run/Walk and many more. They work hand-in-hand with the Leisure Services Department of the City to ensure that each function runs smoothly by providing a law enforcement presence.

**CALLS TO THE CANAVERAL PRECINCT**
WHAT WE DO

The City Manager is responsible for the day-to-day administration of all City departments in accordance with City Council’s established policies and direction, local ordinances, resolutions and state and federal laws, rules and regulations.

ROLES + RESPONSIBILITIES

- Provide sustained administrative leadership and coordination of Staff and board activities in carrying out the acts and directives of the City Council, through overall supervision and coordination.
- Review programs and projects with City Council boards and Department Directors, making recommendations as necessary to administer the City in the most effective manner and in the public interest.
- Assist the Mayor in carrying out the administrative and executive responsibilities delegated to the Office and, in connection with these responsibilities, plan, direct, coordinate and manage the administrative affairs of the City Council.
- Prepare and submit the annual budget to the City Council.
- Appoint, and when deemed necessary for the good of the service, suspend or remove City employees and appointed administrative officers provided for, by and under the Charter, except as otherwise provided by law, the Charter or personnel rules. The City Manager may authorize any administrative officer who is subject to the City Manager’s direction and supervision to exercise these powers with respect to subordinates in that officer’s department, office or division.
- Direct and supervise the administration of all departments, offices and divisions of the City, except as provided by the Charter or by law.
- Perform such other duties as are specified in the Charter or as may be required by the City Council.

SPECIAL PROGRAMS + OUTREACH

- Coordinated Giving Tree Program and ornament project with Cape View Elementary and Community.
- Led City activities in support of the Kindness Symbol Initiative, promoted through Tropical Elementary School.
- Coordinated the City’s annual Strategic Planning Retreat.
- Led the City’s annual United Way Campaign program.
- Attended the Taipei Formostat-7 Satellite Launch Reception.
- Welcomed the Taipei students to City Hall
- Coordinated holiday luncheon for Staff and Emergency Services.

OFFICE OF THE CITY MANAGER STAFF

Todd Morley  
Interim City Manager

Lisa Day  
Executive Assistant

PHOTO TOP RIGHT
Kindness ambassadors from Tropical Elementary.

PHOTO BOTTOM LEFT
Future astronaut posing for photo beside shuttle replica in City Hall Plaza.
THE CITY MANAGER’S COMMITMENT

Interim City Manager Todd Morley has made a commitment to the City Council, Staff and Residents of Cape Canaveral to be available, honest and trustworthy in his new role. Since his appointment in October 2019, he has reached out to Council Members for one-on-one meetings to get informed of the local issues and concerns that they have encountered and will continue to meet with them to work through getting answers and results. Mr. Morley has an established history of also reaching out to residents, vendors and local businesses to become more familiar with them and their roles in the City. He looks forward to being out and about in the community and available for events where the citizens can ask questions and become more informed about their City government processes and procedures.
LOOKING FORWARD... 2020
MESSAGE FROM THE MAYOR

Well here we are, at the beginning of another new year. I trust everyone had a joyful holiday and is looking forward to new beginnings in 2020. The City is also on an exciting path forward, as we just welcomed new Council Member Mickie Kellum to the City Council, and congratulated Mike Brown as a re-elected Council Member in our November elections. Mickie and Mike have joined Angela Raymond and Wes Morrison as the City’s Council Members in 2020.

In October, the City Council appointed Mr. Todd Morley as Interim City Manager. Todd has been with the City for over 18 years, serving in such roles as Building Inspector, Building Official and most recently, Economic Development Director. Todd brings with him a wealth of knowledge, hands-on experience and a new innovative management style that will serve the City well.

There are several projects underway that will continue on into the upcoming year:

The City will be holding the annual Strategic Planning Retreat in March where Council Members and City Staff will meet in an off-site local forum to discuss the status of existing projects and brainstorm new ideas for the City going forward. One goal that comes from these workshops is that we as a team continue to work together and strive for a better quality of life in our community.

Staff will soon go out for bid on the Multi-Generational Facility and the C.A.P.E. (Cultural, Arts, Preservation + Enrichment) Center. Both of these facilities have been a long-time in coming and we look forward to finally making this happen for residents and guests of all ages to enjoy.

We have several storm water and waste water projects coming up this year that will be funded through the Capital Projects Grants and State Local Projects Funding. These projects are primarily for the restoration efforts of the Indian River Lagoon.

The City has had the fortunate use of Community Redevelopment Agency (CRA) Funds to complete many infrastructure projects throughout the City. The CRA is a mutual agreement with the Brevard County Commission which we’ve used for many infrastructure improvements. However, blighted areas can no longer use CRA Funds, so we as a City will look to implement stronger Code Enforcement regulations that were not imposed with past CRA restrictions from Tallahassee. In addition, the Long Point Road project will hopefully be receiving grants from Florida Inland Navigation District this year for the planned improvements.

We are still trying to make SR A1A a safer, more pedestrian-friendly road. But with this being a state-controlled road, some items are outside of our control. The City however, continues to try to make the City safe for the citizens and tourists that visit. We strive to make the City walkable and bikeable; provide paths, sidewalks and solar lighting throughout the City for all to use. We will continue to have lighted pedestrian crosswalks on SR A1A as a top priority discussion with the Brevard County Transportation Planning Organization. Safety is and always has been a high priority in the City and we will continue this in our efforts going forward.

I would like to take this opportunity to wish all the citizens a safe and Happy New Year.

BOB HOOG
Mayor

PHOTO LEFT
Delta IV United Launch Alliance rocket launch August 22, 2019.
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