

**MINUTES  
CITY OF COCOA  
DIAMOND SQUARE CRA  
REGULAR MEETING  
May 17, 2021**

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on May 17, 2021 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noted.

**I. Call to Order**

**Chairperson Moore** called the meeting to order at 6:08 pm.

**ROLL CALL:**

|                    |                                          |
|--------------------|------------------------------------------|
| Tracy A. Moore     | Chairperson                              |
| Delores Martin     | Vice Chairperson                         |
| Sylvia Thomas      | Agency Member ( <i>arrived 6:09 pm</i> ) |
| Ed Jones           | Agency Member ( <i>arrived 6:11 pm</i> ) |
| Jackie Isom        | Agency Member                            |
| Marilyn Ross Smith | Agency Member                            |
| Larry Brown        | Agency Member                            |
| Joseph Colombo     | Agency Attorney                          |
| Lori Chabot        | Recording Secretary                      |

**PRESENT:**

|                    |                     |
|--------------------|---------------------|
| Tracy A. Moore     | Chairperson         |
| Jackie Isom        | Agency Member       |
| Marilyn Ross Smith | Agency Member       |
| Larry Brown        | Agency Member       |
| Ed Jones           | Agency Member       |
| Sylvia Thomas      | Agency Member       |
| Lori Chabot        | Recording Secretary |

**ABSENT:**

|                   |                  |
|-------------------|------------------|
| Delores Martin    | Vice Chairperson |
| Joseph G. Colombo | Agency Attorney  |

**STAFF PRESENT:**

**Charlene Neuterman**, Deputy Community Services Director, Deputy Mayor **Alex Goins**.

Agency Member Smith provided the invocation and the Pledge of Allegiance to the flag of the United States of America.

*Agency Member Thomas arrived*

**II. Approval of Agenda and Minutes:**

**AGENDA: Regular Meeting of May 17, 2021.**

- \* **\*MOTION by Agency Member BROWN; SECONDED by Agency Member SMITH to approve the agenda for the May 17, 2021, Regular Meeting as written.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6 -0)**

**MINUTES: Regular Meeting of April 19, 2021.**

*Agency Member Jones Arrived*

- \* **\*MOTION by Agency Member BROWN; SECONDED by Agency Member THOMAS to approve the minutes for the April 19, 2021, as written.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

- III. **Delegations:** - Nate Hooks, 723 Carissa, Cocoa. Captain Hooks spoke about the closing of Stone Street by the FEC and how it affected the area over the years. He recalls the area being so vibrant and full of life with businesses and activity. He is asking the Agency Members to make this item a priority and look into reopening the area to be able to turn right off US1 Southbound onto Stone Street. He believes this would be a huge step in the right direction to re-energizing the area and bringing it back to life.

Agency Member Brown asked about the status of the RR Crossing and with FEC. Mrs. Neuterman replied that to her knowledge the FEC closed the street from US 1 about 2013, but not sure of the details as to why. However, her understanding is that it was that it not a City or DS action.

Chairperson Moore wanted to add to the subject matter and would like to discuss how to revitalize that area. She added, just the name Stone Street means a lot.

Agency Member Brown added his recall of the area and one way to help revitalize is to take care of the surrounding property, mowing/general clean up and would like to know if it the City's responsibility. Mrs. Neuterman will look into who owns that property.

Deputy Mayor Goins stated it was time to invite the property owners in the area to the table and discuss their intentions with their property, adding he would get a list of homeowners to contact.

Chairperson Moore added that she would like to continue to be updated and would like to stay on top of it. Deputy Mayor Goins added it would be a great way to find out their plan for the property. Discussion continued among Agency Members regarding the conditions of the properties along Stone Street, Lemon Street, US1, the closing of Stone Street and recommended having a regular meeting (July or August) at Dr. Joe Lee Smith Center.

IV. **Presentations:** None

V. **Action Items:**

1. Staff requests Agency direction for on the proposed Fiscal Year 2022 Budget for the Diamond Square CRA and to prioritize specific projects as listed in the Diamond Square CRA Plan Update of 2014.

Mrs. Neuterman began saying this item was tabled at the last meeting as the Chairperson and Vice Chairperson were unable to attend. Mrs. Neuterman added that per Statutes, the DSCRA is required to accomplish items that are in the plan. Mrs. Neuterman discussed the 6 goals from the plan that have been completed, the goals in progress and those that are still to be completed. Of the remaining items to be completed, building the Community Based Committee should be the next priority, adding there are many opportunities to create partnerships and build the area.

- The Agency continued this discussion including inviting residents, property owners and business owners to a DS CRA meeting to be held at the Dr. Joe Lee Smith Center. Mrs. Neuterman complimented ANR and Delores McLaughlin for their youth programs, adding it was time to add senior programs. She also suggested an RFP be developed requesting senior services/programs. Chairperson Moore would like to see Senior Programs and Agency Member Thomas suggested providing more child care with extended hours.
- Mrs. Neuterman added the 5-Points Realignment and Pedestrian Improvements project still needs to be completed and the DOT is expected to complete the S. Fiske Blvd project by the end of the year.
- Encouraging mixed use development is recommended as a focus for the Stone Street area and make Dr. Joe Lee Smith Center as the face of DS to attract business and residents creating an active environment possibly having food and/or beverages at the center.
- The Small Business Assistance Program (budgeted \$10,000) has kicked off with weVenture providing new minority DS businesses or those that want to relocate to DS the opportunity to participate in the program which includes a forgivable loan and business management/operations assistance. Applications are available on line.

- Neighborhood Child Care Extended Hours is a priority to assist those residents who need it and allow them to continue and work in the community.
- Staff is still in communication with Brevard Health Alliance and the possibility for medical services in DS. They are still developing their plans as to where and when they want to take their mobile health clinics.
- Mrs. Neuterman commended Mrs. McLoughlin with ANR who was in attendance for her programs that accomplish several of the Agency's goals and strengthening the community's youth. (\$25,000). Mrs. Neuterman added it was time to add programs for adults/seniors to keep them socially and mentally active and be participating community residents.

Mrs. Neuterman stated there was approximately \$180,000 available and \$379,864 in Reserves for DS Projects, explaining that reserve funds have a time frame for expenditures. She added the following as a list of recommendations for the next year's budget:

- Staff's recommends using approximately \$475,000 and to partner with the City and build 3-4 affordable houses on vacant lots and to work with The Community Housing Initiative to assist home buyers with homeownership. This could generate approximately \$722 per home in TIF Revenue.
- ANR - \$25,000
- Cops and Kids (\$4,500)
- The Paint Program (\$5,000) and the Beautification Program (\$10,000) explaining the Agency Attorney had completed his review and the documents are currently being reviewed by finance.
- Commercial Façade Program (\$10,000).
- Small business Assistance – weVenture (\$10,000) unless the agency wants to add additional funds.

There is roughly \$550,000 to spend on DS projects less normal operating costs such as payroll, legal fees, legal ads, annual dues/subscriptions, insurance, audit fees and for several Agency Members to travel to the CRA conference in October and the remainder could be used for projects. The current TIF Revenue for the CRA is \$317,000, however that may change when the new rates are released, normally in June.

Staff is requesting Agency direction for on the proposed Fiscal Year 2022 Budget for the Diamond Square CRA and to identify any projects that are not listed here and Staff will bring back the Proposed Budget for their input.

Chairperson Moore thanked her for the overview and asked about the \$475,000 to build affordable homes and if the referenced lots were the ones on Rosa L. Jones. Mrs.

Neuterman replied they were not, then gave an update on the Rose Garden Apartments explaining the apartments had been purchased by someone who also previously bought property/buildings in the Paramore and Pine Hills area of Orlando and have revitalized those areas. Staff met with the Apartment's new owner adding his intent is to update the Rose Garden Apartments and add central heat and air and a full façade rehabilitation through our façade grant program. He is also working to purchase the commercial building next door for additional apartments and ultimately possibly purchase the two lots on Rosa Jones that DS owns and build affordable homes, duplexes and/or triplexes. Mrs. Neuterman stated he has been successful in revitalizing the Paramore and Pine Hills areas and would be a good partner for the DS. Chairperson Moore asked about a timeframe and Mrs. Neuterman added that was difficult to predict as there were many steps to the process however, there was a site plan for renovations of the current apartments and he was in negotiations with the building next door.

Chairperson Moore stated she would like to add a Community Garden somewhere and emphasized the need for senior programs and would like it to be a high priority.

Agency Member Isom asked about the old Joe Lee Smith Center and Mrs. Neuterman replied there will be an agenda item for the City Council meeting for an RFP for Service providers at the old Joe Lee Center to provide programs for youth, seniors and adults. Mrs. Neuterman continued there is also the \$20,000 in the budget for Program Initiatives that can be used for an additional RFP for services provider(s) at either location. Chairperson Moore would like to see that for Seniors/Adults and include services for nutrition, medical, physical, mental. Mrs. Neuterman added and Agency Member Brown agreed to the idea of working with Aging Matters again for those types of services and to work with Parks and Rec to provide the facility. Agency Member Brown would like to know what programs were being offered in the Paramore and Pine Hills area.

Agency Member Smith asked about the \$20,000 budgeted. She would like to be used for families in DS for child care, suggesting the proposal be split between Seniors and the Child Care. Chairperson Moore agreed child care was a big need. Mrs. Neuterman stated she would bring something back to the June meeting that would meet everyone's needs and desires. Agency Member Brown recommended a Senior Day Care.

Chairperson Moore continued with the discussion around building a community network to include banks other community type of business, the area needs a shift and that community involvement is imperative as there is so much more to do.

Agency Member Isom suggested grocery options. Mrs. Neuterman stated the ED Manager is working to provide incentives and identify a grocery/food business to come into the area. She also added Save A lot Grand Re-Opening will be soon.

Mrs. Neuterman also added the amount of revitalization that will be coming to the roads, curbs, sidewalks and parks with bathrooms and splashpads. These are major renovations. This information will be coming out in future Council meetings as the

plans and financial allocations are developed. Agency Member Jones asked if any funds were available for full time security. Deputy Mayor Goins replied, the cameras were up and working in the Provost Park, Fern and Prospect and funds have been allocated to the parks for renovation. There are discussions going on regarding the building at Provost and its future use i.e., meeting rooms or a police substation. He strongly encouraged Agency Members attend the June 1 budget workshop to discuss their wishes for that building and other uses for the funds. Deputy Mayor Goins also suggested having future DS meetings at Joe Lee Smith Center. Mrs. Neuterman requested the Agency Members relay their suggestions through her or a council member for the June 1 meeting if they were not able to attend.

\* **\*MOTION by Agency Member BROWN; SECONDED by Agency Member ISOM** to direct staff to bring back at the June meeting more detailed accounting of 2022 Budget for the agency to review.

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

2. Staff requests agency approval of a Budget Resolution #21-348 amending the DS CRA Fiscal Year 2021 Budget and a BAF in the amount of \$6,000 to pay for Summer Camp Scholarships at the Dr. Joe Lee Smith Center where the Brevard County Parks and Rec holds there summer camp programs.

At the last meeting, DS Agency members approved Summer Camp Scholarships for 10 DS youth to attend camp at Joe Lee Smith Center. The program runs 9 weeks, Monday through Friday. Participants will be selected from the DS Community.

Chairperson Moore asked about DS liability and wants Staff to be sure DS will not incur any liability for the campers at the Dr. Joe Lee Smith Center and to also be sure the DS youth are selected for the scholarships. She also added she would like to hear from the campers at the end of the summer. Discussion continued among members about the camp, applications, camper costs, that is was first come-first serve, that Parks and Rec will handle applications as well as reaching out to participants. Agency Member Brown suggested also notifying churches. Chairperson Moore asked where the funds would come from. Mrs. Neuterman replied they would be from the Contingency Account. Chairperson Moore asked how much would be left after the \$6,000 is moved? Mrs. Neuterman stated there would be roughly \$125,000.

This is staff's request to approve the BAF and Resolution to move the funds.

\* **\*MOTION by Agency Member BROWN; SECONDED by Agency Member THOMAS** to approve a Budget Resolution #21-348 amending the DS CRA Fiscal Year 2021 Budget and a BAF-074T in the amount of \$6,000 to pay for Summer Camp Scholarships at the Dr. Joe Lee Smith Center.

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

VI. **Attorney's Report – None**

VII. **Updates and Staff Reports**

1. Informational Item – weVenture Program. This was discussed above however Mrs. Neuterman stated the weVenture Program will need a member of the DS CRA to be appointed to be on the review committee. Mrs. Neuterman added a Motion was needed from the Agency. Chairperson Moore asked Agency Members if anyone had a special interest. The Committee will meet around the first week of June to review the applications and make a selection for the program. Agency Member Smith asked about guidelines for being on the committee and that she would be interested. Chairperson Moore added she would like to serve as an alternate.

\* **\*MOTION by Agency Member THOMAS; SECONDED by Agency Member ISOM** to select Agency Member Smith be part of the Upstart Cocoa Minority Small Business Program to represent the DS CRA and for Chairperson Moore to be an alternate.

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

Deputy Mayor Goins restated his invitation for members to attend the June 1 Budget Workshop. Chairperson Moore asked whether they would be able to participate in the conversation or make suggestions and he replied yes to both. They were welcome and encouraged to participate in all aspects.

Agency Member Brown asked about the signs that were refurbished and if there was a fourth. Mrs. Neuterman replied 3 were refurbished and installed and she would email pictures to them. In additional it was discussed to get a quote for a fourth sign to place near the Aurora and 520. Mrs. Neuterman will have the quote for the June Meeting.

VIII. **Next Meeting Date**

**The next regularly scheduled meeting of the Diamond Square Community Redevelopment Agency will be on Monday, June 21, 2021 at 6 pm at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida, unless a business need arises earlier.**

IX. **Adjournment**

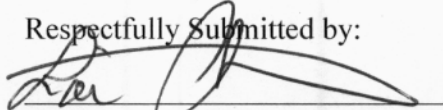
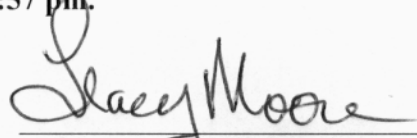
\* **\*MOTION by Agency Member THOMAS; SECONDED by Agency Member JONES** to adjourn the meeting.

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

**MEETING WAS ADJOURNED at 7:57 pm.**

Respectfully Submitted by:

  
\_\_\_\_\_  
Lori Chabot, Recording Secretary  
\_\_\_\_\_  
Tracy Moore, Chairperson