

**MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
REGULAR MEETING
April 19, 2021**

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on April 19, 2021 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noted.

I. Call to Order

Agency Member Thomas called the meeting to order at 6:14 pm.

ROLL CALL:

Tracy A. Moore	Chairperson
Delores Martin	Vice Chairperson
Sylvia Thomas	Agency Member
Ed Jones	Agency Member
Jackie Isom	Agency Member
Marilyn Ross Smith	Agency Member
Larry Brown	Agency Member
Joseph Colombo	Agency Attorney
Lori Chabot	Recording Secretary

PRESENT:

Jackie Isom	Agency Member
Marilyn Ross Smith	Agency Member
Larry Brown	Agency Member
Ed Jones	Agency Member
Sylvia Thomas	Agency Member
Joseph G. Colombo	Agency Attorney
Lori Chabot	Recording Secretary

ABSENT:

Tracy A. Moore	Chairperson
Delores Martin	Vice Chairperson

STAFF PRESENT:

Charlene Neuterman, Deputy Community Services Director, Deputy Mayor **Alex Goins** (*arrived 6:25*).

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

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

AGENDA: Regular Meeting of April 19, 2021.

- * ***MOTION** by Agency Member Brown; **SECONDED** by Agency Member Smith to approve the agenda for the April 19, 2021, Regular Meeting as written or with amendments.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5 -0)

MINUTES: Regular Meeting of March 15, 2021.

- * ***MOTION** by Agency Member Brown; **SECONDED** by Agency Member Jones to approve the minutes for the March 15, 2021, as written or with amendments.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

Delegations: - Derrick Jenkins, 782 Tupelo, Cocoa spoke regarding the MCB subdivision and suggested the Agency get the area rezoned to allow for multi-use building. He would like to see more retail and shelters. In addition, Mr. Jenkins expressed that what was decided in the DSCRA Plan of 2014 may not be what is needed or desired by residents now, adding the landscaping has changed in that area. Agency Member Brown agreed stating, he thinks the Agency should have an Ascertainment Study done to see what the community's wishes are for future projects. Vice Mayor Goins added that could cost the agency \$60,000 or more and would take a long time to complete adding however, if they Agency wants to have one, he suggested asking the City to pay for the study. Agency Member Brown added he doesn't want to go backwards with this project as so much has already been down, however would like to see the study considered.

Mrs. Neuterman replied to Mr. Jenkins regarding the MCB lots. She added that the lots were gifted by the Housing Authority to the City with the stipulation that affordable homes would be built on those lots. Any changes would have to go through HUD who is not part of the City. However, Mrs. Neuterman stated she would check into what the process might look like and get with Mr. Jenkins.

III. **Presentations:** - None

IV. **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 stating that with the Chairperson and Vice Chairperson were unable to attend and this meeting would be primarily for project/budget discussion and exchange of ideas without a Motion for Direction.

- Mrs. Neuterman introduced the item discussing the DSCRA Plan Update of 2014 and reviewed the agenda item which identified the Agency Goals that had been completed, which ones were on-going and would be part of the next budget and which ones had not yet begun. Mrs. Neuterman stated there was approximately \$180,000 available and \$379,000 available in Reserves available for DS Projects, explaining that reserve funds have a time frame for expenditures. She added the following:
- Mrs. Neuterman discussed the projects listed in the agenda item that could be considered for the 20-21 Fiscal Year. She added that staff's recommendation is to use approximately \$475,000 and partner with the City to build affordable housing on vacant lots to include mixed use on Stone Street which would create approximately \$722 per home in TIF Revenue and to work with The Community Housing Initiative to assist home buyers with homeownership. Three homes could be developed in DS with the \$475,000 and built by a contractor.
- Mrs. Neuterman gave an update on the Paint Program and the Beautification Program explaining the Agency Attorney has the documents for review and Staff would bring them back to the May meeting for approval. There was already interest in the both programs. Mrs. Neuterman also discussed recent communication with Brevard Health Alliance and the possibility to have a mobile unit in DS. Agency Member Brown asked if the Mobile Health unit could go to Provost Park. Staff will update Agency Members at the May meeting.
- Mrs. Neuterman added ANR and Cops and Kids will continue to be included in the budget. In addition, the Small Business Assistance Program is in progress and will assist new business or business looking to relocate to DS. The documents are in attorney review and should be available for the agency at the next two meetings with a kick off shortly thereafter.

- A DS Plan Goal that hasn't begun is the Community-Based Committee explaining the vision was to develop a community volunteer group of DS residents to assist with influencing changes in the community. In a sense, a subcommittee to the DSCRA. Staff will work with the Agency to identify committee members for the coming year.
- Mrs. Neuterman stated these project costs for the agency would amount to \$534,000 leaving \$25,000 for additional projects reminding them of the necessary for operating costs such as payroll, legal fees, legal ads, annual dues/subscriptions, insurance, audit fees and 5 Agency Members to travel to the CRA conference in October,
- The current TIF Revenue for the CRA is \$317,000, however that may change when the new rates are released, normally in June.

Agency Member Smith expressed her concern over the costs of affordable rental space for businesses and asked what the CRA could do. Mrs. Neuterman explained that the City did not own any buildings and each owner determined their rental rates. She continued by stating the new WEVenture program will be helpful for those new businesses wanting to open up in DS.

Mrs. Neuterman added at the May or June meeting staff would like to have a prioritized list of the Agency's projects and expenditures for the FY 2022 Budget. Staff must have budget requests to Council in June. At this time Mrs. Neuterman asked members for direction and questions to bring back to next meeting when the Chairperson and Vice Chairperson are present.

Discussion and questions asked about the lots available for build, how many lots, where they were, which could be mixed use. The lots are in MCB subdivision and scattered in other areas. Vice Mayor Goins shared a list of lots the City owns. Question was asked if any of the properties mentioned could be used for business. Mrs. Neuterman replied they were all in residential areas. Agency Member Brown asked if any could be used for mixed use. Mrs. Neuterman responded there are lots available for mixed use and have been for sale.

Agency Member Brown asked about Cops and Kids program and their \$4,500 budgeted amount, if they spent the full amount and what for. Mrs. Neuterman replied stating last year they spent \$659, the prior year they spent \$600 and in 2018 \$2,176 was spent. Mrs. Neuterman stated the expenditures were according to purchasing guidelines.

Agency members wish list items included sidewalk and park improvements, additional lighting, addition of park bathrooms, additional signage identifying parks and specific areas. Ascertainment study is requested by Agency Member Brown acknowledging it would likely not be available for this year. Questions were raised to re-do the old Joe Lee Building to make it useable. Deputy Mayor Goins added an

agenda item will be presented to City Council with regard to the old Center and how to move forward. Mrs. Neuterman added after the City Council meeting, the Agency can consider what their wishes for services could be within the Center.

Agency Members and Staff continued discussed possible projects for the coming year. Vice Mayor Goins encouraged Members to include everything they wanted adding the in the next few years the City of Cocoa was going to see considerable growth.

* ***MOTION by Agency Member BROWN; SECONDED by Agency Member ISOM** to table the item and for Staff to bring back their recommendations and the ideas/recommendations from the Agency to the May meeting.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

Agency Member Brown spoke about a 9-week summer camp by the Brevard County Parks and Recreation and requesting the Agency to sponsor DS kids for the camp and asked if there were funds for the sponsorships. He added if enough DS kids attend, they would hold the camp at Dr. Joe Lee Smith Center. Agency Members discussed the costs and how many kids they could sponsor and decided there was enough money to sponsor 5 kids. Mrs. Neuterman added that this expenditure was an allowable use of funds for the Plan. Question was asked about advertising and it was discussed that staff and agency members would use social media, flyers at Emma Jewel Charter and elsewhere. Agency Member Brown asked Deputy Mayor Goins his thoughts. He replied he liked the idea and suggested if funding is available to sponsor 10 kids. Mrs. Neuterman added that the sponsorship be in the name of the Diamond Square Scholarship Fund. Agency members expressed their desire to sponsor more if possible.

* ***MOTION by Agency Member BROWN; SECONDED by Agency Member JONES** to sponsor 10 kids for the Summer Camp program at the Dr. Joe Lee Smith Center and for staff to negotiation with Brevard County Parks & Recreation on costs with the possibility of adding to the number of kids.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

V. **Attorney's Report – None**

VI. **Updates and Staff Reports**

1. Informational Item

Rose Garden and Female Veteran's Village

Mrs. Neuterman deferred to Deputy Mayor Goins as he had items to discuss. Deputy Mayor Goins began stating that Council/City is in the middle of budget workshops for the FY 2022 Budget process. At the recent meeting, he requested paving and sidewalks for several streets in DS and was asked to bring this forward formally in the form of an Agenda Item at the first meeting in May. He also added Virginia Park to the list and is requesting pricing for these particular streets. He continued the next 2-3 years, the City of Cocoa was going to be a different area with all the growth and improvements and sees the staff moving in the right direction and thanked them. Agency Member Thomas asked if Pine Grove and Holmes Street were included and if not, could he add them. She also expressed the need for lighting in those areas. Agency Member Smith asked if Park Drive near Anderson Park was on the list or to add it. Agency Member Isom asked if N. Fiske would be completed this year. Deputy Mayor Goins replied the FEMA funds had not yet been received and Mrs. Neuterman added it should be received in the next 3-4 months. Deputy Mayor Goins stated he will add all the areas discussed reminding the Agency, repairs/work will be scheduled over a period of years so not all will be completed in the coming Fiscal Year.

Deputy Mayor Goins added he recently met with and toured a Business Incubator in Melbourne and would like to see that in DS.

Agency Member Brown asked to add Signage (Wayfinding) to the wish list. Mrs. Neuterman added that is part of Goal 3 and it could be added. She requested input from the Agency as to where. Agency Member Thomas requested updating signs/lighting added to the area adjacent to Pine Grove and Virginia Park. Mrs. Neuterman added she will get some costs for the next meeting.

VII. **Next Meeting Date**

The next regularly scheduled meeting of the Diamond Square Community Redevelopment Agency will be on Monday, May 17, 2021 at 6 pm at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida, unless a business need arises earlier.

IX. Adjournment

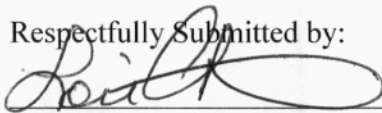
* *MOTION by Agency Member Brown; SECONDED by Agency Member Smith to adjourn the meeting.

AYES: ALL

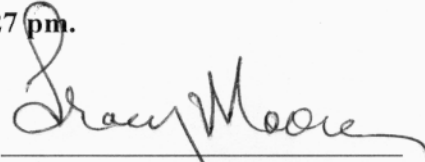
MOTION PASSED UNANIMOUSLY (5-0)

MEETING WAS ADJOURNED at 7:27 pm.

Respectfully Submitted by:



Lori Chabot, Recording Secretary


Tracy Moore, Chairperson