

City of Cocoa

*65 Stone Street
Cocoa, FL 32922*



Special Meeting Agenda

Monday, December 14, 2020

6:00 PM

Cocoa City Council Chambers

Diamond Square RDA

I. CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA:

1. 21-10 Agency approval of the Agenda for the Special Meeting of December 14, 2020 as written or with amendments.

Attachments: 12-14-20 DSCRA Special Meeting Notice.pdf
12-14-2020 Short DS.pdf

MINUTES:

2. 21-11 Agency approval of the Minutes of the November 16, 2020 Regular Meeting as written or with amendments.

Attachments: DSCRA Minutes 11-16-20 FINAL.pdf

III. DELEGATIONS:

In accordance with the City Council's rules and procedures, residents or tax-payers of the City (upon any subject of general or public interest), City employees (regarding his/her employment), and water and sewer customers (on matters related to the City's water and/or sewer system), may address the City Council under Delegations on items not on the printed agenda by filling out a speaker card.

Speaker cards are located outside the Council meeting room and should be provided to the City Clerk. Please observe the time limit of five (5) minutes while speaking under Delegations. Delegations shall be limited to thirty (30) minutes unless extended by Council.

IV. PRESENTATIONS:**V. ACTION ITEMS:**

1. 21-12 Staff requests Agency direction on the Development Agreement with Habitat for Humanity for the Female Veterans Village project.

Attachments: [Addendum Granting Extension -Executed.pdf](#)
[Diamond Square Habitat Development Agreement 11-8-18.pdf](#)
[Request for extension \(5-19-2020\) signed.pdf](#)
[Habitat permit report \(12-10-2020\).pdf](#)
[Female Veterans Village Flyer.pdf](#)

VI: OLD BUSINESS:

VII: NEW BUSINESS:

VIII. ATTORNEY'S REPORT:

IX. UPDATES AND STAFF REPORTS:

1. 21-13 Informational Item - Project Update

X. NEXT MEETING DATE:

The next regularly scheduled meeting of the Diamond Square Redevelopment Agency will be on Monday at 6:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

XI. ADJOURNMENT

NOTICE TO THE PUBLIC:

Due to the COVID-19 Emergency and the closing of City Hall to the public to limit public gatherings in accordance with Federal and State directives, the City of Cocoa will be utilizing Communications Media Technology (CMT) for upcoming City Council meetings pursuant to the Governor's Executive Order Number 20-69 and Florida Statutes, Section 120.54(5)(b)(2), specifically one or more members of the City Council may attend and participate by speakerphone. Interested persons are encouraged to view and listen to the meeting by accessing the meeting at the following internet addresses:

(1) <https://tinyurl.com/s5e875r> or

(2) <https://cocoa.legistar.com/DepartmentDetail.aspx?ID=26365&GUID=FF9D3369-D354-4FAB-800A-57D0AEE30153&Mode=MainBody>

In addition, interested persons may submit their written comments or questions regarding the meeting prior to and during the meeting through Email, via the following email address: meetings@cocoafl.org. For more information about this CMT meeting or to provide information to be considered at this meeting, contact the City Clerk at the contact information stated above.

Pursuant to Section 286.0105, Florida Statutes, the City hereby advises the public that: if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearing, that person will need a record of the proceedings and for such purpose, affected persons may need to assure that a verbatim record of the proceedings is made, and such record shall include the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals otherwise not allowed by law.

City Code Section 2-54 requires that an affirmative vote of a majority of a quorum present shall be necessary to enact an ordinance or adopt any resolution; except that two-thirds of the membership of the Council is required to enact an emergency ordinance. All ordinances require two readings, entitled first reading and second reading and public hearing, prior to adoption.

Members of the public speaking on public hearing items, though entitled to be heard by the City Council, are not entitled to an immediate response by either administrative staff members or Council once the public hearing is closed; however, Council discussion may or may not include a response. No question by the public should be addressed directly by the Administrative staff.

Public debate by individual speakers from the audience on public hearing items shall be limited to three (3) minutes. Representatives of recognized groups shall be limited to ten (10) minutes; and total debate on a single issue shall be limited to thirty (30) minutes. Only one presentation per person per issue shall be allowed.

A Council member may add an item to the agenda during the meeting only at the time the agenda is approved. If the item requires action by the Council, then it may be added to the agenda by an affirmative vote of the Council, and written documentation must be submitted at the time the item is added to the agenda.

This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.

A Council member may add an item to the agenda during the meeting only at the time the agenda is approved. If the item requires action by the Council then it may be added to the agenda by an affirmative vote of the Council and written documentation must be submitted at the time the item is added to the agenda.

This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.

This is a public meeting. All interested parties may attend. The facility wherein this public meeting will be held is accessible to the physically handicapped. In accordance with the Americans With Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk of the City of Cocoa, listed below, at least 48 hours prior to the meeting: Carie Shealy, City Clerk, 65 Stone Street, Cocoa, by telephone at (321) 433-8484 or via email at cshealy@cocoafl.org.



City of Cocoa

65 Stone Street
Cocoa, FL 32922

Legislation Details (With Text)

File #: 21-10 **Version:** 2 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 12/7/2020 **In control:** Diamond Square RDA
On agenda: 12/14/2020 **Final action:**
Title: Agency approval of the Agenda for the Special Meeting of December 14, 2020 as written or with amendments.

Sponsors:

Indexes:

Code sections:

Attachments: [12-14-20 DSCRA Special Meeting Notice.pdf](#)
[12-14-2020 Short DS.pdf](#)

Date	Ver.	Action By	Action	Result
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COCOA COMMUNITY REDEVELOPMENT AGENCY AGENDA ITEM

Memo Date: December 7, 2020
Agenda Date: December 14, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Deputy Community Services Director
Requested Action:
Agency approval of the Agenda for the Special Meeting of December 14, 2020 as written or with amendments.

BACKGROUND:

Diamond Square Redevelopment Agency approves the agendas at the beginning of each meeting.

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Agency approval of the Agenda for the Special Meeting of December 14, 2020 as written or with amendments



City of Cocoa
65 Stone St. | Cocoa, FL 32922
Phone: (321) 433-8686 | Fax: (321) 433-8690

Special Meeting Notice

Diamond Square Community Redevelopment Agency

December 14, 2020

6:00 PM

Cocoa City Hall

A Special Meeting of the Diamond Square Community Redevelopment Agency is scheduled for Monday, December 14, 2020 at 6:00 PM at Cocoa City Hall Council Chambers. The Special Meeting is scheduled for the 2nd Monday instead of the 3rd Monday due to the Christmas Holidays.

For more information:

Charlene Neuterman

Deputy Community Services Director

City of Cocoa

65 Stone St.

Cocoa, FL 32922

321-433-8509

cneuterman@cocoafl.org



DIAMOND SQUARE

REDEVELOPMENT AGENCY

Tracy Moore
Chairperson

Delores Martin
Vice Chairperson

Ed Jones
Board Member

Sylvia Thomas
Board Member

Jackie Isom
Board Member

Marilyn Ross-Smith
Board Member

Larry Brown
Board Member –
Appointed by
Brevard
County

REGULAR MEETING AGENDA

DATE: Monday, December 14, 2020
TIME: 6:00 p.m.

Location: Cocoa City Hall, Council Chambers
65 Stone Street

I. CALL TO ORDER
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA & MINUTES

AGENDA: Special Meeting of December 14, 2020

MINUTES: Regular Meeting of November 16, 2020

III. DELEGATIONS

IV. PRESENTATION

V. ACTION ITEMS

1. Staff requests Agency direction on the Development Agreement with Habitat for Humanity for the Female Veterans Village project.

VI. ATTORNEY'S REPORT

VII. UPDATES AND STAFF REPORTS

1. Informational Item – Project Report

VIII. NEXT MEETING DATE

The next meeting of the Diamond Square Redevelopment Agency is February 1, 2021, at 6:00 PM. The meeting will be held in the Council Chambers at Cocoa City Hall located at 65 Stone Street.

IX. ADJOURNMENT

NOTICE TO PUBLIC:

This is a public meeting. All interested parties may attend. The facility wherein this meeting will be held is accessible to the physically handicapped. Please be advised that more than one member of the City Council may attend. Pursuant to Section 286.0105, Florida Statutes, the City hereby advises the public that: if a person decides to appeal any decision made by this board with respect to any matter considered at its meeting or hearing, that person will need a record of the proceedings and for such purpose, affected persons may need to insure that a verbatim record of the proceedings is made, and such record shall include the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals otherwise allowed by law. This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.



Legislation Details (With Text)

File #: 21-11 **Version:** 2 **Name:**
Type: Minutes **Status:** Agenda Ready
File created: 12/7/2020 **In control:** Diamond Square RDA
On agenda: 12/14/2020 **Final action:**
Title: Agency approval of the Minutes of the November 16, 2020 Regular Meeting as written or with amendments.

Sponsors:

Indexes:

Code sections:

Attachments: [DSCRA Minutes 11-16-20 FINAL.pdf](#)

Date	Ver.	Action By	Action	Result
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DIAMOND SQUARE REDEVELOPMENT AGENCY AGENDA ITEM

Memo Date: December 7, 2020
Agenda Date: December 14, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Deputy Community Services Director
Requested Action:
Agency approval of the Minutes of the November 16, 2020 Regular Meeting as written or with amendments.

BACKGROUND:

The Diamond Square Redevelopment Agency approves the minutes at the beginning of each meeting.

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Agency approval of the Minutes of the November 16, 2020 Regular Meeting as written or with amendments

**MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
REGULAR MEETING
November 16, 2020**

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on November 16, 2020, 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
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:

Tracy A. Moore	Chairperson
Jackie Isom	Agency Member
Sylvia Thomas	Agency Member (<i>arrived 6:10</i>)
Marilyn Ross Smith	Agency Member
Larry Brown	Agency Member
Lori Chabot	Recording Secretary

ABSENT:

Delores Martin	Vice Chairperson
Ed Jones	Agency Member
Joseph G. Colombo	Agency Attorney

STAFF PRESENT:

Charlene Neuterman, Deputy Community Services Director.

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

Charlene Neuterman notified the Agency of an Informational Item add-on to the Agenda.

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

AGENDA: Regular Meeting November 16, 2020.

- * ***MOTION by Agency Member Brown; SECONDED by Agency Member Smith to approve the agenda for the November 16, 2020 Regular Meeting with the add on item under Information.**

MINUTES: Regular Meeting of October 19, 2020.

- * ***MOTION by Agency Member Brown; SECONDED Agency Member Isom to approve the minutes for the October 19, 2020, Regular Meeting with corrections on page 2 under Delegations to correct where written Purvette Brown to the correct name to *Purvette Bryant*.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (4 -0)

Agency Member Sylvia Thomas arrived. 6:10

- III. **Delegations:** Bernice Cox of 701 Aurora Street, Cocoa was present and expressed concerns about a neighbor's home at 915 Fern Avenue. Ms. Cox explained that the owner had passed away about a year prior and there is a large tree that should be removed or trimmed as it is falling into 919 Fern Avenue and into the easement. Agency Member Brown asked if she had spoken with the city and what would she like DS to do. She replied that she had, but also wanted to notify DS and hopefully get tree cut down. Mrs. Neuterman replied she will check with Code Enforcement Manager Bunt and find out more about the home and current owner.

- IV. **Presentations:** Tom Clifford of Habitat for Humanity wanted to notify the Agency he has put a hold on new applications for critical home repair until May, with an exception for veterans, due to a backlog in jobs. He said he has a couple of repairs in the works, six active jobs with four being veterans. He stated that he has completed five jobs in DS in last two months. Chairperson Moore thanked him. He stated that Habitat is still doing other types of repair work that doesn't fall under the critical home repair. Mrs. Neuterman asked Mr. Clifford for some photos of the five home repairs in DS. He said that he would provide those.

V. Action Items:

1). Approve expenditures for an appraisal and survey (not to exceed \$3,100) on two vacant land parcels: ID-24-36-32-00-773 and ID-24-36-32-00-773.1 for potential buildout of affordable housing in Diamond Square.

Charlene Neuterman presented the item stating once the appraisal and survey are complete, the next step would be to combine the lots and evaluate Rose Garden Apartments request for 70 feet. The Rose Garden Apartments had previously requested property for their parking, to either purchase or be conveyed to expand their parking area. Mrs. Neuterman added that giving the apartments 70 feet would not allow for 16 homes on the parcels. She stated the maximum amount would be 40 feet and still allow for 16 homes and the necessary street scaping. Mrs. Neuterman added, joining the two lots into one would need to be done before the RFP was sent out.

At this point, Staff is requesting approval for the budget transfer for the appraisal and survey.

Chairperson Moore opened the item for discussion. Agency Isom asked if the amount given is enough for the apartments to have for their parking. Chairperson Moore replied that it should be enough for parking and a turn around. Discussion among agency members about the diagrams and how the apartments are already parking on the property.

Agency Member Brown asked if the street structure would be impacted after giving them 40 feet. Mrs. Neuterman explained that it would not. Each lot would be just over .2 acres. Agency Brown asked about the property on the other side, the East side, who the owner was and if staff knew what they had planned. Mrs. Neuterman explained it was not the same owner as the apartments. Agency Member Brown said he wanted to ask Rose Garden some questions about their future plans for the property. Mrs. Neuterman explained they were not invited to this meeting as this was for the funding request for the survey and appraisal, however, they would be invited to the next and could answer their questions. Mrs. Neuterman explained in her review, the property would allow for 40 feet to the apartments and 16 homes with a cul-de-sac. The RFP and developer's agreement would include all the agency's recommendations. If a developer agreement were executed and DS were to convey 40 feet of property, the agreement would require specific items such as landscaping, street scaping and a fence. Other options could be to sell it to them or for the DS to keep it. Agency Member Brown stated he wants to know how long the apartments' leases are, the monthly rent and average age of renters, Mrs. Neuterman stated when the apartment manager was at the prior meeting she said the average lease was a year and the age from 40 plus. Agency Member Smith asked about the crime in the area. Mrs. Neuterman responded the area had been kept clean. Chairperson Moore added that by building affordable housing that would help the area. Agency Member Brown also would like to know what the other property owner is doing. Mrs. Neuterman

replied she will see if there is information available through the City's Planning and Zoning as to the other property.

* ***MOTION by Agency Member Brown; SECONDED by Agency Member Thomas** to transfer no more than \$3,100 from contingency for expenditures for an appraisal (\$1,750) and survey (not to exceed \$1,350) on two vacant land parcels: ID-24-36-32-00-773 and ID-24-36-32-00-773.1 for potential buildout of affordable housing in Diamond Square.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

After the motion, discussion continued about the survey and evaluating the parcels.

2). Staff requests Agency approval of the 2021 DS CRA Board Meeting calendar. Mrs. Neuterman presented the proposed schedule for 2021. She clarified the details of the schedule for the members. Mrs. Neuterman also explained the CRA meeting dates have to be published before the calendar year end.

* ***MOTION by Agency Member Brown; SECONDED by Agency Member Smith** to approve the 2021 DS CRA Board Meeting calendar.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

VI. Attorney's Report

None

VII. Updates and Staff Reports

1. Informational Item – Project Report.

Mrs. Neuterman discussed the Project Update report in detail. Items on the project report included the Rosa L. Jones Housing Project, Commercial Façade Program, Residential Beautification Program, Pilot Paint Program, Small Business Assistance Program and the Michael C. Blake Subdivision.

2. Informational Item – Habitat for Humanity - Female Veteran's Village Update

Mrs. Neuterman presented an add-on Informational Item explaining Habitat notified Staff they were having difficulty filling the remaining homes with eligible female veterans and they were under some time constraints with other associated grants. Mrs.

Neuterman told the Agency two homes were filled, one in the process, leaving three homes to fill. Habitat requested amending their Agreement to allow for male veterans and if that was not successful to open to anyone. Ms. Neuterman reminded the agency that the original executed developer agreement was specifically for female veterans and was set to expire in October 2020. Habitat requested to extend the agreement due to Covid and the Agency agreed. The Amended Agreement was executed to extend the expiration date to October 2022.

Mrs. Neuterman added that this Item will be brought to the Agency as an Agenda Item to request approval of an amendment to the Development Agreement as requested by Habitat. Chairperson Moore expressed she was disappointed and restated the agreement adding, we were told there were so many female veterans needing this program. She also added it was quite a big investment for DS with the lots, money towards the lots. Chairperson Moore stated she sees Covid creating more of an urgency than a crutch adding it was disheartening. She also stated she would like the Agency Attorney to review and give his thoughts and an opinion as to their options, adding she wanted to make sure her signature was worth something. Mrs. Neuterman stated the CRA conveyed the six lots (valued at approximately \$10,000 each), contributed \$60,000 in cash and approximately \$30,000 for sewer and water hook ups. In addition, the City donated approximately \$15-20 thousand dollars. The Female Veteran's Village was given an award by Habitat International for being the first and Chairperson Moore added, there were so many more partners involved. She wants to look closely at the situation and see what the CRA can do.

Agency Member Thomas added she doesn't want to change the program and wants to stick to what the original agreement was. Mrs. Neuterman added Habitat stated they didn't have enough female applicants applying and that 91% of eligible veterans were male. Agency Member Isom asked if they were only looking in Brevard County and if that was a stipulation in the agreement. Mrs. Neuterman responded it was not a stipulation and was unsure if they were looking outside of the County. Mrs. Neuterman stated she would be bringing back the item to one of the next meetings, but would convey the agency's thoughts to Habitat. Agency Member Isom asked if someone used their VA for a home but didn't work out, would they be eligible for one of these homes. Mrs. Neuterman said that would not disqualify someone. Agency Member Isom also asked if she could see what the stipulations were in case she knew someone. Agency Member Brown echoed, he would like to see an application. Agency Member Brown also stated that being a veteran himself, he would never like to see it go to non-veterans. Agency Member Smith added, Habitat originally told them there was such a need and asked where was the information or the study on that. Chairperson Moore agreed being told there was a need, adding there have also been changes within Habitat that could have some bearing on this and the Agency would like to know more and what the options are. Agency Member Brown also said there are homeless male vets that could probably qualify adding, his preference would be the female but not non-veterans. Agency Member Thomas asked about the reserve veterans. Mrs. Neuterman replied

she was not sure. Discussion continued among members and they agreed they would like Habitat to come back so they are able to answer the agency's questions.

Mr. Clifford of Habitat approached the podium and added he has been with Habitat for about 1 ½ years, about the same time the current Executive Director, Ana. His work focuses on veterans and he spends about 60% of his time with and at veteran's organizations. He also stated that 90% of the veterans are male and Habitat was experiencing funding source deadlines, adding the Executive Director, Ana wanted to attend the meeting. Chairperson Moore stated she would like that, adding this was a big investment for DS and was not taken lightly. She would like to be sure DS Agency does its own work to be sure they are legally sound and also wants to be sure the partnership is working from the same page. Mr. Clifford replied he liked the partnership as well and would report back to Ana. Mrs. Neuterman said she will invite Habitat to the December 14 meeting along with Agency Attorney with their legal opinions.

Purvette Bryant of Rockledge and a Cocoa property owner spoke stating she was from a military family and believed that there are so many Veteran's organizations and not just inside Brevard that would be willing to move to a warmer climate. She recommended putting a flyer on social media and added it was currently a very hot topic with grant writing. Mrs. Bryant also offered her assistance to distribute information to her resources. Chairperson Moore thanked her, echoing her thoughts on going outside Brevard and going global as this was the first in the nation Female Veteran's Village. Mrs. Neuterman added a staff suggestion was to approach the VA Hospital in Orlando and in Brevard and get on their network nationwide adding that it was a global effort.

Agency Member Updates/Reports

Chairperson Moore asked about a map that was given to members. Mrs. Neuterman explained that the map was created showing just the DS area with the boundary lines. She also offered to have an 11 x 17 and all members agreed they would like that.

Agency Member Brown asked about the community meeting. Mrs. Neuterman replied that had been discussed to have it along with Deputy Mayor Goins' town hall meeting which is in February or March.

Agency Member Brown stated he would like the Moore Center on same schedule as city hall for maintenance and lawn adding the center's upkeep is not good. He also stated, it needed to be manicured and groomed to look Historical. Mrs. Neuterman asked if he would provide pictures and she would look into it.

Agency Member Brown brought up signs/banners and possibly putting them in DS. Mrs. Neuterman added the Historical Cocoa Village Mainstreet had some but was not sure where they were purchased. Chairperson Moore added that she had seen them other places and were nicely done and would be good to put something up representing

DS. Agency Member Brown would like to know more about how to get them. Mrs. Neuterman said she would look into it and bring back with costs.

Agency Member Brown stated the Christmas decorations put up in DS were unacceptable adding, they were the same ones and had to be 20-30 years old. Agency Member Thomas concurred adding they have been used for years. Discussion continued about the need for new decorations.

Agency Member Brown asked about the parade. Mrs. Chabot replied that there was going to be a parade and there were currently 20 participants. They were hoping to get more.

Mrs. Neuterman mentioned the swearing in ceremony for new Council members and Mayor on Tuesday, November 17, at 5:30 and invited members to attend.

VIII. Next Meeting Date

The next regularly scheduled meeting of the Diamond Square Community Redevelopment Agency will be on Monday, December 14, 2020 at 6 pm at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida, unless a business need arises earlier.

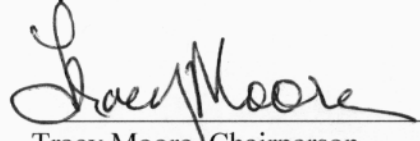
Adjournment

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

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

MEETING WAS ADJOURNED at 7:50 pm


Tracy Moore, Chairperson

Respectfully Submitted by:


Lori Chabot, Recording Secretary



Legislation Details (With Text)

File #: 21-12 **Version:** 2 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 12/7/2020 **In control:** Diamond Square RDA
On agenda: 12/14/2020 **Final action:**
Title: Staff requests Agency direction on the Development Agreement with Habitat for Humanity for the Female Veterans Village project.

Sponsors:

Indexes:

Code sections:

Attachments: [Addendum Granting Extension -Executed.pdf](#)
[Diamond Square Habitat Development Agreement 11-8-18.pdf](#)
[Request for extension \(5-19-2020\) signed.pdf](#)
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[Female Veterans Village Flyer.pdf](#)

Date	Ver.	Action By	Action	Result
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DIAMOND SQUARE REDEVELOPMENT AGENCY AGENDA ITEM

Memo Date: December 7, 2020
Agenda Date: December 14, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Deputy Community Services Director
Requested Action:
Staff requests Agency direction on the Development Agreement with Habitat for Humanity for the Female Veterans Village project.

BACKGROUND:

At the October 15, 2018 Diamond Square CRA meeting, Agency members approved a Development Agreement with Habitat for Humanity to construct six (6) new homes on Whaley Street for female veterans. Since the execution of the agreement, Habitat for Humanity identified several female veterans to qualify for the program. Currently, two homes are completed and the remaining homes are a work in progress. In June, 2020, Habitat for Humanity requested an extension and was approved by the Agency for 24-months to complete the project.

On Friday, November 13, 2020, Staff met with the team from Habitat for Humanity of Brevard regarding the Development Agreement with the Diamond Square CRA related to the Female Veteran's Village. At the meeting, Habitat staff advised staff that they are having challenges recruiting and identifying eligible female veterans to fill the remaining homes on the Whaley Street project. They have two female veterans currently living in the Village and have one female veteran in the application process. They are confident the 3rd female will be approved for homeownership in

the near future.

As their amended agreement expires in October 2022, the Habitat team ask staff to forward to the Board a request to consider modifying the agreement to allow them to recruit male veterans to fill the remaining three spots. They think they will be able to meet the timeline for recruitment and approvals if the agreement was amended to include male veterans. Staff offered to promote the Female Veterans Village through the City's web site and social media. The City Manager requested we present this as an Informational Item at the November 16, 2020, Diamond Square CRA Meeting.

At the November 16th meeting, Staff presented the situation to the Agency members. They asked questions of staff and requested Staff to invite the Executive Director to the December meeting.

On December 10, 2020, the City Manager met with the team from Habitat for Humanity. Several items were clarified on the process and the Habitat team acknowledged they will attend the Diamond Square CRA meeting on December 14th. One of the outcomes of the meeting was to collaborate more on the project and communicate more effectively on the processes.

At the conclusion of the Diamond Square CRA meeting with the Habitat for Humanity representatives, Staff is requesting direction on the existing Development Agreement with Habitat for Humanity.

BUDGETARY IMPACT:

N/A

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Staff requests Agency direction on the Development Agreement with Habitat for Humanity for the Female Veterans Village project.

ADDENDUM
TO HABITAT FOR HUMANITY OF BREVARD COUNTY, INC.
430, 450, 470, 510, AND 530 WHALEY STREET
DEVELOPMENT AGREEMENT

WHEREAS, Delays due to COVID-19 and the Governor's Executive Order 20-91 have caused the construction of the residential properties relative to the above-referenced Development Agreement not to be completed by the deadline anticipated by said Agreement, but construction is now expected to move forward as the COVID-19 restrictions are being withdrawn; and

WHEREAS, difficulties encountered in locating qualified female veterans in Brevard County to purchase the subject properties, in part due to the COVID-19 pandemic, but new financing initiatives have recently been implemented with the expectation that it will now be easier to qualify female veterans to purchase said properties; and

WHEREAS, unanticipated obstacles in installing water and sewer lines for the subject properties created delays, but have now been remedied and the installation of said water and sewer lines have now been completed,

IT IS THEREFORE agreed on this 15th day of June, 2020, by and between DIAMOND SQUARE REDEVELOPMENT AGENCY, a Florida Community Redevelopment Agency, and HABITAT FOR HUMANITY OF BREVARD COUNTY, INC., that HABITAT FOR HUMANITY OF BREVARD COUNTY, INC. shall be granted an extension of 24 months from the date the first deadline was set to expire, to wit, October 29, 2020, to complete construction of the six residences to be built at 430, 450, 470, 510, and 530 Whaley Street. The new deadline for completion of the subject construction shall be **October 29, 2022**.

Time is of the essence.

Time is hereby declared of the essence as to the lawful performance of all duties and obligations set forth in this Addendum and the underlying Agreement.

END OF TEXT ON THIS PAGE
SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, Developer and the City have executed this Addendum to Agreement in form sufficient to bind them as of the day and year first above written.

Witness:
Markus Ingold
Print Name: _____ Signature _____
Valerie Bohren _____
Print Name: _____ Signature _____

HABITAT FOR HUMANITY OF
BREVARD COUNTY, INC., a Florida
Corporation,
BY: Anna Terry
Anna Terry, Interim Executive Director

STATE OF FLORIDA
COUNTY OF BREVARD

The foregoing instrument was acknowledged before me this 23 day of June, 2020, by Anna Terry, Interim Executive Director of Habitat for Humanity of Brevard County, Inc., who executed the foregoing instrument and acknowledged before me that he executed the same for the uses and purposes therein expressed and Anna Terry who is personally known to me or who has produced _____ as identification and who did not take an oath.

(NOTARY SEAL)



Brittany Condon
Notary Public Signature

Brittany Condon
Typed or Printed Notary Name
Notary Public-State of Florida
Commission No.: HH 5068
My commission expires: July 4th, 2022

IN WITNESS WHEREOF, Developer and the City have executed this Addendum to Agreement in form sufficient to bind them as of the day and year first above written.

Witness:

CHARLENE NEUTERMAN [Signature]
Print Name: Signature

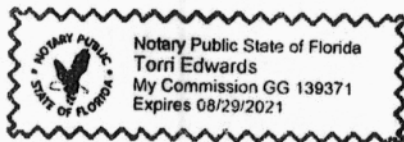
LORI CHABOT [Signature]
Print Name: Signature

DIAMOND SQUARE
REDEVELOPMENT AGENCY, a Florida
Community Redevelopment Agency,
BY: [Signature]
Tracy Moore, Chair

STATE OF FLORIDA
COUNTY OF BREVARD

The foregoing instrument was acknowledged before me this 20 day of July, 2020, by Tracy Moore, Chairperson of the Diamond Square Redevelopment Agency, who executed the foregoing instrument and acknowledged before me that he executed the same for the uses and purposes therein expressed and Charlene Neuterman/Lori Chabot who is personally known to me or who has produced _____ as identification and who did not take an oath.

(NOTARY SEAL)



[Signature]
Notary Public Signature

Torri Edwards
Typed or Printed Notary Name
Notary Public-State of Florida
Commission No.: GG 139371
My commission expires: 8/29/21

Prepared by and return to:
Joseph G. Colombo, Esq.
Mommers & Colombo
2020 W. Eau Gallie Blvd., Suite 106
Melbourne, FL 32935

**HABITAT FOR HUMANITY OF BREVARD COUNTY, INC.
430, 450, 470, 490, 510, AND 530 WHALEY STREET
DEVELOPMENT AGREEMENT**

THIS AGREEMENT made and entered into as of this 8th day of November, 2018, by and between **HABITAT FOR HUMANITY OF BREVARD COUNTY, INC.**, a Florida corporation, of 4515 Babcock Street, Palm Bay, FL 32905, herein referred to as "Developer" and the **DIAMOND SQUARE COMMUNITY REDEVELOPMENT AGENCY**, a Florida Community Redevelopment Agency formed pursuant to Section 163.330 et seq., Florida Statutes, whose address is 65 Stone Street, Cocoa, FL 32922, herein referred to as "AGENCY".

RECITALS

WHEREAS, Developer desires to redevelop certain property located within the City of Cocoa and generally located at **430, 450, 470, 490, 510, AND 530 Whaley Street** in Cocoa, Florida, with Tax Parcel IDs 24-36-33-58-*1; 24-36-33-58-*2; 24-36-33-58-*3; 24-36-33-58-*4; 24-36-33-58-*5; and 24-36-33-58-*6 respectively, and being more particularly described on Exhibit "A", attached hereto and incorporated by this reference (the "Property"); and

WHEREAS, Developer desires to design, permit and construct six (6) single-family homes as depicted in the floor plan attached hereto as **Exhibit "B"** and incorporated herein by reference, as the same may be amended from time to time by mutual written agreement of the parties hereto (the "Project"); and

WHEREAS, the Developer needs certain other assistance as described herein to bring the Project to fruition; and

WHEREAS, Developer and Agency desire to memorialize their understandings and agreement regarding their respective interests, expectations, and intentions regarding the aforementioned Project as set forth in this Agreement.

NOW THEREFORE in consideration of the terms and conditions set forth in this Agreement, and other good and valuable consideration, the receipt of which is hereby acknowledged by the parties, the Agency and Developer agree to the following:

I. Incorporation of Recitals.

The foregoing recitals are true and correct and are hereby fully incorporated herein by this reference as a material part of this Agreement.

II. Project General Requirements and Conditions.

In consideration of the mutual promises and consideration set forth in this Agreement, Developer agrees to the development of the Property as described below. The Developer will design and construct six (6) new single-family units ("units") for sale to qualified low- and very- low income female veterans. Developer agrees to permit and develop the Project under the terms and conditions of this Agreement and the City Code. The Project shall be designed and implemented as follows:

A) Single-family development

- 1) The single-family units shall have a minimum living area of 1,200 square feet and a minimum of 2 bedrooms, 1.5 baths, 1 car garage. The exterior shall be stucco and the Developer shall incorporate unique design enhancements that complement the pond behind the units, which include: a back porch, stucco band around the front window, door and garage door; decorative columns in the front of the house; and a small decorative railing on the front porch.
- 2) The units shall be made available by the Developer for purchase to qualified low- and very- low income female veterans. Income certification shall be conducted in accordance with the U.S. Department of Housing & Urban Development (HUD) guidelines.
- 3) The single-family units shall be constructed with a front setback of no less than 25 feet from property line, rear setback of no less than 15 feet, and side setbacks shall be no less than eight (8) feet.
- 4) Subject to funding availability, the City may assist the buyers with down payment assistance. Developer agrees to construct in accordance with the City's Homebuyer Policies. The Developer shall require each homebuyer to contribute a minimum of \$500 - \$750 of their own funds towards the purchase of the unit, depending upon their income level and if City down payment assistance is provided.

b) Timeline for improvements

Developer shall obtain a building permits and begin construction within 12 months of Developer acquiring the Property. The Project shall be completed within 24 months of Developer's acquisition of the Property. Should the Developer fail to meet the 12 or 24

430, 450, 470, 490, 510, AND 530 WHALEY STREET

Development Agreement

Page 2

month time period, the Agency reserves the right to terminate this Agreement, without penalty to the Agency, by filing a notice of termination in the official public records of Brevard County, Florida. The Developer does have the option to request an extension of time, citing delays and providing for a revised timeline. If the Agreement is terminated pursuant to this paragraph, Developer shall lose all rights hereunder.

III. Developer's Initial Obligations and Conditions.

a) Upon the Effective Date of this Agreement, Developer agrees to promptly perform, at its expense, the following:

- (i) Use all reasonable efforts to secure all necessary governmental and regulatory permits to complete the Project. Developer shall provide the Agency written progress reports once a Notice to Proceed is Issued.
 - (ii) Commence the design, engineering, permitting, and construction of the Project, subject to the Agency's approval of the house design.
- b) Notwithstanding any contrary provisions of this Agreement, Developer's obligations hereunder shall be subject to and contingent upon:
- (i) Developer's receipt of all necessary governmental licenses, permits, consents and approvals for the Project. If Developer is unable to obtain any such license, permit or approval, Developer shall have the right to terminate this Agreement by giving written notice to the Agency to such effect as soon as Developer is aware of Developer's inability to obtain the permit.
 - (ii) Developer's receipt of a commitment for such financing or funding as Developer deems necessary or desirable to complete the Project. If Developer cannot obtain a commitment for such financing or funding, Developer shall have the right, in its sole discretion, to elect to: a) terminate this Agreement or b) modify the Site Plan with the written approval of the Agency, provided such written approval shall not be unreasonably withheld or delayed.
- c) Developer shall include the Agency in all promotions of the project including providing signage at the site of the Agency's support.
- d) Developer shall seek out and qualify female veterans.
- e) Developer shall provide the following in-kind donations for all six (6) homes:

430, 450, 470, 490, 510, AND 530 WHALEY STREET

Development Agreement

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- Appliances
 - Storm panels
 - Other contract donations from Habitat International
- f) Developer shall actively seek other community and church partnership donations for the homes.

IV. Agency's Initial Obligations.

The Agency must:

- a) Within 45 days of execution of this Agreement, the Agency will transfer title of 430, 450, 470, 490, 510, and 530 Whaley Street to the Developer.
- b) The Agency shall provide \$60,000 in funds towards the project.

V. City's Initial Obligations.

The Agency shall request the City:

- a) Expeditiously process all development related applications and building permits. In connection therewith, the City shall waive one hundred percent (100%) of all City levied building permit fees to the extent permitted by applicable law.
- b) To the extent permitted by law, lend support to Developer for the approval of any other permit required by other governmental entities.
- c) Subject to funding availability, provide federal or state housing funds to an income eligible family for down payment and closing cost assistance assuming the Project is completed within the 24 month timeframe provided in Section II (B) herein. The term "completion" is hereby defined as: when a certificate of occupancy is received and the unit is occupied.

VI. Third Party Beneficiary

This Agreement shall not be construed to provide rights to any third-party beneficiary unless agreed to by the parties in writing.

VII. Cooperation and Further Assurances.

Developer and the Agency shall cooperate fully with each other to effectuate the terms, conditions and intentions of this Agreement. Further, each party agrees to adjust, initial, re-execute and re-deliver any and all documents subject to this Agreement if deemed necessary or desirable by one or the other of the parties.

VIII. Authority and Assignment.

Each party hereby represents and warrants to the other that they have full power and authority to enter into this Agreement. Developer also represents that it has or, prior to commencement of any site work, will hold interest in the Property, and that the development of the Project on the Property is or will be permitted under the terms of this Agreement. If the terms of this Agreement, as it may be amended, do not allow for development of the Project as contemplated herein, this Agreement and any City permits issued in furtherance hereof shall be automatically terminated and nullified. The Agency also represents that all requirements and procedures, including public hearings, have been properly conducted so that the execution hereof by the Agency shall constitute the final approval of this Agreement by the Agency.

IV. Notices.

Any notice required or allowed to be delivered hereunder shall be in writing and shall be deemed to be delivered when: (a) hand delivered to the official hereinafter designated, or (b) one day after deposit with a nationally recognized overnight courier service, e.g. Federal Express, Purolator, Airborne, Express Mail etc., or (c) by facsimile delivery, addressed to a party at the other address as specified below or from time to time by written notice to the other party delivered in accordance herewith:

Developer: Ms. M.E. Kelly, Executive Director
Habitat for Humanity of Brevard County, Inc.
4515 Babcock Street
Palm Bay, FL 32905
Phone: 321- 728-4009
Fax: 321-728-4009

Agency: City of Cocoa
Diamond Square Redevelopment Agency
Mrs. Charlene Neuterman, Redevelopment Program Manager
65 Stone Street
Cocoa, FL 32922
Phone: 321-433-8509
Fax: 321-433-8543

With copy to: Joseph G. Colombo, Esq.
Mommers & Colombo
2020 W. Eau Gallie Blvd., Suite 106
Melbourne, FL 32935
Telephone (321) 751-1000

X. Defaults.

Failure by either party to perform each and every one of its obligations hereunder shall constitute a default, entitling the non-defaulting party to pursue whatever remedies are available to it under Florida law or equity including, without limitation, an action for injunctive relief. Except for the City's right to terminate this Agreement under section II (b) herein, prior to any party filing any action as a result of a default under this Agreement, the non-defaulting party shall first provide the defaulting party with written notice of said default. Upon receipt of said notice, the defaulting party shall be provided a thirty (30) day opportunity in which to cure the default to the reasonable satisfaction of the non-defaulting party prior to filing said action; provided, however, that if such failure cannot reasonably be cured within 30 days, such period shall be extended for such additional time as is reasonably necessary to cure such default so long as such party commences such cure within such 30-day period and diligently pursues it to completion. The prevailing party in any litigation arising under this Agreement shall be entitled to recover its reasonable attorney's fees and costs, whether incurred at trial or appeal.

XI. Reversion of Assets; Conveyance of Property.

If this Agreement is terminated, all unexpended funds in the Developer's possession shall be immediately reimbursed to the Agency. Further, the conveyance instrument conveying the subject Property from the Agency to the Developer shall provide that the Agency shall maintain a reversionary interest in the Property in the event that the Developer defaults on its performance under this Agreement. If default by the Developer occurs, the Agency shall have the right to exercise this reversionary interest and receive title to the Property free and clear of encumbrances. However, once a qualified buyer is found for each Property, title shall transfer to the homeowner and the Agency's reversionary interest in the Property shall expire.

XII. Successors and Assigns/Agreement Running with the Land.

This Agreement is binding upon, and will inure to the benefit of, the parties and their respective successors and permitted assigns. The City does not consent to the assignment of this Agreement to any other party. The provisions of this Agreement and all approved plans shall run with the land and shall be administered in a manner consistent with Florida Statutes and local law.

XIII. Applicable Law & Venue.

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any legal action under this Agreement shall be in Eighteenth Judicial District, Brevard County for state court actions, and in the Middle District of Florida, Orlando Division for federal court actions.

XIV. Amendments.

This Agreement shall not be modified or amended except by written agreement duly executed by both parties hereto.

XV. Entire Agreement.

This Agreement supersedes any other agreement, oral or written, and contains the entire agreement between the Agency and Developer as to the subject matter hereof.

XVI. Severability.

If any provision of this Agreement shall be held to be invalid or unenforceable to any extent by a court of competent jurisdiction, the same shall not affect in any respect the validity or enforceability of the remainder of this Agreement.

XVII. Relationship of the Parties.

The relationship of the parties to this Agreement is contractual and Developer is an independent contractor and not an agent of the Agency or the City. Nothing herein shall be deemed to create a joint venture or principal-agent relationship between the parties and neither party is authorized to, nor shall either party act toward third persons or the public in any manner which would indicate any such relationship with the other.

XVIII. Sovereign Immunity.

Notwithstanding any other provision set forth in this Agreement, nothing contained in this Agreement shall be construed as a waiver of the City's right to sovereign immunity under section 768.28, Florida Statutes, or other limitations imposed on the City's potential liability under state or federal law. As such, the City shall not be liable under this Agreement for punitive damages or interest for the period before judgment. Further, the City shall not be liable for any claim or judgment, or portion thereof, to any one person for more than one hundred thousand dollars (\$100,000.00), or any claim or judgment, or portion thereof, which, when totaled with all other claims or judgments paid by the State or its agencies and subdivisions arising out of the same incident or occurrence, exceeds the sum of two hundred thousand dollars (\$200,000.00).

IXX. City's Police Power.

The City hereby reserves all police powers granted to the City by law. In no way shall this Agreement be construed as the City bargaining away or surrendering its police powers.

XX. Interpretation.

The parties hereby agree and acknowledge that they have both participated equally in the drafting of this Agreement and no party shall be favored or disfavored regarding the interpretation of this Agreement in the event of a dispute between the parties.

XXI. Permits.

The failure of this Agreement to address any particular City, county, state, and federal permit, condition, term, or restriction shall not relieve Developer or the Agency of the necessity of complying with the law governing said permitting requirements, conditions, term, or restriction.

XXII. Counterparts.

This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be considered an original agreement; but such counterparts shall together constitute but one and the same instrument.

XXIII. Effective Date.

Effective Date shall mean the date this Agreement is approved and executed by all parties.

XXIV. Hold Harmless.

The Developer agrees to hold the Agency harmless for any liability for damage or claims for damage for personal injury, including death, as well as claims for property damage that may arise from Developer or Developer's agents operating under this Agreement. This hold harmless shall not apply if the injury or death is solely attributable by a court to the Agency.

XXV. Time is of the Essence.

Time is hereby declared of the essence as to the lawful performance of all duties and obligations set forth in this Agreement.

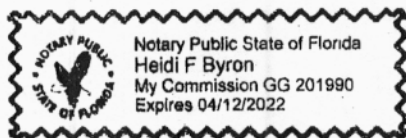
IN WITNESS WHEREOF, Developer and the City have executed this Agreement in form sufficient to bind them as of the day and year first above written.

Witnesses: <u>HEIDI BYRON</u> Print Name: <u>CHARLENE NEUTERMAN</u> Print Name:	HABITAT FOR HUMANITY OF BREVARD COUNTY, INC., a Florida Corporation, By: <u>[Signature]</u> M.E. Kelly, Executive Director
--	---

**STATE OF FLORIDA
COUNTY OF BREVARD**

The foregoing instrument was acknowledged before me this 8th day of November, 2018 by M.E. Kelly, Executive Director of Habitat for Humanity of Brevard County, Inc., who executed the foregoing instrument and acknowledged before me that he executed the same for the uses and purposes therein expressed and M.E. KELLY who is personally known to me or who has produced _____ as identification and who did not take an oath.

(NOTARY SEAL)



[Signature]

Notary Public Signature

HEIDI BYRON

Typed or Printed Notary Name

Notary Public-State of Florida

Commission No.:

My commission expires: 4.12.2022

Witnesses:

HEIDI BYRON

Print Name:

CHARLENE NEUTERMAN

Print Name:

DIAMOND SQUARE

REDEVELOPMENT AGENCY, a Florida

Community Redevelopment Agency

formed pursuant to Section 163.330 et seq.,

Florida Statutes

By:

Tracy Moore

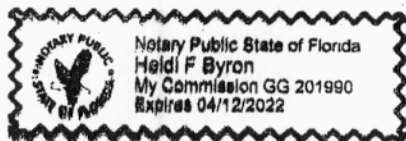
Tracy Moore, Chair

STATE OF FLORIDA

COUNTY OF BREVARD

The foregoing instrument was acknowledged before me this 8th day of November, 2018 by Tracy Moore, Chairperson of the Diamond Square Redevelopment Agency, Tracy Moore who is personally known to me or who has produced _____ as identification and who did not take an oath.

(NOTARY SEAL)



Notary Public Signature

HEIDI BYRON

Typed or Printed Notary Name

Notary Public-State of Florida

Commission No.:

My commission expires: 4.12.2022

430, 450, 470, 490, 510, AND 530 WHALEY STREET

Development Agreement

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EXHIBIT "A"

[LEGAL DESCRIPTION]

A PARCEL OF LAND LYING IN SECTION 33, TOWNSHIP 24 SOUTH, RANGE 36 EAST, CITY OF COCOA, BREVARD COUNTY, FLORIDA, BEING THOSE SAME LANDS AS DESCRIBED IN O.R. 5878, PAGE 8496 OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT A NAIL & DISK (STAMPED "PACKARD / LS #3867") WHICH MARKS THE SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 33, TOWNSHIP 24 SOUTH, RANGE 36 EAST, BREVARD COUNTY, FLORIDA, AND RUN N.89°44'32"E., ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE SOUTHWEST 1/4, A DISTANCE 495.00 FEET; THENCE DEPARTING SAID SOUTH LINE, RUN N.00°12'15"E., ALONG THE WEST LINE OF "MYRTLE PARK SUBDIVISION", A DISTANCE OF 656.78 FEET TO THE NORTHWEST CORNER OF SAID SUBDIVISION, THE POINT OF BEGINNING; THENCE S.89°47'45"E., ALONG THE NORTH LINE OF SAID SUBDIVISION AND ALONG THE CENTERLINE OF WHALEY STREET, A DISTANCE OF 359.14 FEET TO THE NORTHEAST CORNER OF SAID "MYRTLE PARK SUBDIVISION"; THENCE DEPARTING SAID NORTH LINE, RUN N.00°12'15"E., A DISTANCE OF 330.00 FEET; THENCE N.89°47'45"W., A DISTANCE OF 359.14 FEET; THENCE S.00°12'15"W., A DISTANCE OF 330.00 FEET TO THE POINT OF BEGINNING; CONTAINING 2.721 ACRES.

[illegible]

430, 450, 470, 490, 510, AND 530 WHALEY STREET
Development Agreement
Page 12



**Habitat
for Humanity[®]**
of Brevard County

ReStore

Celebrating



We build strength, stability, self-reliance and shelter.

Officers

Marcus Ingeldsen
MH Williams Construction Group, Inc.
Chairman

Darcia Jones Francey
Vice Chairman

Don DiFriscio
TSS Solutions
Hell'n Blazes Brewing
Treasurer

Suzy Leonard
Florida Today
Secretary

Board of Directors

Karen Jacobs
Bank of America

M. Nancy LaFave
Christian Care Ministries

Richard Mercadante
Northrop Grumman

Chris Myers
CenterState Bank

Zack Parker
United Way of Brevard

Ruth Prather
Retired

Tracy Stoller
Dieguez Stoller Attorneys at Law

David Wilkison
DRMP, Inc.

Anna Terry
Interim Executive Director
Vice President Operations & ReStore

Carey Gleason, CFRE, MBA
Vice President Development

May 19, 2020

Diamond Square Community Redevelopment Agency/
City of Cocoa
Tracy Moore, Chairperson
65 Stone Street
Cocoa, Florida 32922

Dear Ms. Moore:

Thank you for your continued and unwavering support of our project on Whaley for six female veterans. We are very excited to be finishing the first two homes and are planning dedication ceremonies in June that we hope you and the agency members will be able to attend.

As you're aware, the original agreement for this project with the Diamond Square Community Redevelopment Agency will be expiring on October 29, 2020, 24 months after donation of the property from Diamond Square CRA and execution of the Development Agreement. Habitat would respectfully request a 24 month extension as indicated in the agreement based on the following circumstances:

- Delays due to COVID-19 on social distancing and the Governor's Executive Order 20-91.
- The challenges of finding qualified female veterans in Brevard County which we are now addressing with renewed initiatives. Due to the City's assistance with down payment assistance for female veterans, we are now planning to look at qualifying very low-income veterans at less than 30% AMI which we believe will expand our search. Outreach has also been limited to due COVID-19 concerns.
- Unanticipated water and sewer line work on all six properties which is now completed

Based on these items, we feel we should be able to complete the remaining four units with qualified female veterans within the next 24 months. Please accept this letter as our formal request for an additional 24 month extension from the expiration of the agreement.

Thank you again for being a huge supporter of Habitat for Humanity and providing affordable housing.

Sincerely,

Anna Terry, Interim Executive Director
Habitat for Humanity of Brevard County
anna@brevardhabitat.com
321-728-4009 x107

Property Information

Address: 430 WHALEY ST
COCOA, FL 32922
Location ID: 222346
Owner name: HABITAT FOR HUMANITY OF BREVARD
PARCEL NUMBER: 24 363358
Alternate ID #: 2462092
Zoning: NA NOT AVAILABLE
Subdivision:
Property Map
430 WHALEY ST COCOA, FL 32922 .00 .00 X 243633581 222346 2462092

Application Information

DESCRIPTION: SINGLE FAMILY HOME
Application status: CERTIFICATE OF OCCUPANCY
Status Date: 7/09/2020
Application type: NEW SINGLE FAMILY DETACHED
Application date: 6/17/2019
Tenant name/number: CO 7/8/20
Valuation: 138000
Square footage: 1513
Public building: NO
Reviewed by: IDE TORRI EDWARDS
Pin number: 629450
Entered by: COCOTDE

Contractor Information

* OWNER *

Contractor Name:

Contractor Number:

Type:

Status:

Contractor Requirements

Doc Number

Exp Date

STATE LICENSE/CO COMP

COUNTY TAX RECEIPT/ O/L

LIABILITY INSURANCE

WORKER'S COMP INSURANCE

REPOSITORY

Outstanding Inspections

Insp ID

Schedule Date

Confirmation Number

Permit Description

Pmt Seq

Min

Max

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Work Description

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CO Information

CO Issue

Date

Status

Description

Description

Description

Description

Description

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Description

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Description

Class Type Description Transaction amount Amount due

Struct Permit Insp Custom

Class Type District	Description	Transaction amount	Amount due	Amount billed	Struct	Permit	Insp	Custom
(Continued)								
District								
A B1	BLDG SURCHARGE - FBCB	5.17	.00	.00				
A B2	BLDG SURCHARGE - BCAIB	7.76	.00	.00				
A F1	FIRE ASSESSMENT FEE	287.94	.00	.00				
	Totals	300.87	.00	.00				

Property Information

Address: 450 WHALEY ST
COCOA, FL 32922
Location ID: 222348
Owner name: HABITAT FOR HUMANITY OF BREVAR
PARCEL NUMBER: 24 363358
Alternate ID #: 2462093
Zoning: NA NOT AVAILABLE
Subdivision:
Property Map
450 WHALEY ST COCOA, FL 32922 .00 X 243633582 222348 2462093

Application Information

DESCRIPTION: SINGLE FAMILY HOME
Application status: ISSUED
Status Date: 7/15/2019
Application type: NEW SINGLE FAMILY DETACHED
Application date: 6/17/2019
Tenant name/number: EXT EXP 5/19/21
Valuation: 138000
Square footage: NO
Public building: 1513
Reviewed by: TDE TORRI EDWARDS
Pin number: 010050
Entered by: COCOTDE

Contractor Information

Contractor Name: HABITAT FOR HUMANITY OF
Contractor Number: 1769
Type: TAX RECEIPT
Status: ACTIVE
Contractor Requirements: Doc Number Exp Date
STATE LICENSE/CO COMP EXEMPT 6/30/2017
COUNTY TAX RECEIPT/ O/L PALM BAY 9/30/2019
LIABILITY INSURANCE GL106454516 4/01/2020
WORKER'S COMP INSURANCE Y 4/01/2020
REPOSITORY NO 4/01/2020

Outstanding Inspections

Type	Insp ID	Schedule Date	Confirmation Number	Permit Description	Pmt Seq	Min	Max
FRAMING (NO MEP					00	20	
LINTEL/ TIE-BEA					00	20	
ROOF SHEATHING					00	30	
ROOF DRY-IN					00	40	
PRE-LATH (INC F					00	50	
INSULATION					00	60	
DRYWALL SCREW					00	70	
ELECTRICAL PRE-					00	80	
UNDERGROUND ELE					00	999	
SEWER LINE					00	999	
WATER LINE					00	999	
FINAL BUILDING					00	1000	

(Continued)

Work Description Code Description	Quantity	CO Information				Class Type	Transaction amount	Amount due	Amount billed	Struct Permit	Insp	Custom
Code Description	Quantity	Str/seq	CO Issue Date	Status	Description	Description						
A						BLDG SURCHARGE - FBCB	5.17		.00			
A						BLDG SURCHARGE - BCAIB	7.76		.00			
A						EXTENTION OF TIME	80.00		.00			
						Totals	92.93		.00			

Property Information

Address: 470 WHALEY ST
COCOA, FL 32922
Location ID: 222350
Owner name: HABITAT FOR HUMANITY OF BREVAR
PARCEL NUMBER: 24 363358
Alternate ID #: 2462094
Zoning: NA NOT AVAILABLE
Subdivision:
Property Map
470 WHALEY ST COCOA, FL 32922 .00 X 243633583 222350 2462094

Application Information

DESCRIPTION: SINGLE FAMILY HOME
Application status: CERTIFICATE OF OCCUPANCY
Status Date: 6/09/2020
Application type: NEW SINGLE FAMILY DETACHED
Application date: 2/22/2019
Tenant name/number: CO 6/8/20
Valuation: 156135
Square footage: 1513
Public building: NO
Reviewed by: SLA STEPHEN ANGELINE
Pin number: 313325
Entered by: COCOTDE

Contractor Information

Contractor Name: HABITAT FOR HUMANITY OF
Contractor Number: 1769
Type: TAX RECEIPT
Status: ACTIVE
Contractor Requirements Doc Number Exp Date
STATE LICENSE/CO COMP EXEMPT 6/30/2017
COUNTY TAX RECEIPT/ O/L PALM BAY 9/30/2019
LIABILITY INSURANCE GL106454516 4/01/2020
WORKER'S COMP INSURANCE Y 4/01/2020
REPOSITORY NO 4/01/2020

Outstanding Inspections

Type	Insp ID	Schedule Date	Confirmation Number	Permit Description	Pmt Seq	Min	Max
FINAL BUILDING	INS	3/12/2020	460915	DWELL AM AVG (R	00	1000	

Work Description

Code	Description	Quantity
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CO Information

Str/seq	CO Issue Date	Status	Description
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Class Type Description

Class Type	Description	Transaction amount	Amount due	Amount billed	Struct	Permit	Insp	Custom
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Class Type District	Description	Transaction amount	Amount due	Amount billed	Struct	Permit	Insp	Custom
(Continued)								
District								
A B1	BLDG SURCHARGE - FBCB	5.80		.00				.00
A B2	BLDG SURCHARGE - BCAIB	8.74		.00				.00
A F1	FIRE ASSESSMENT FEE	287.94		.00				.00
P PF	PERMIT FEE	.00		.00	000000	N2B100		.00
	Totals	302.48		.00				.00

Property Information

Address: 490 WHALEY ST
COCOA, FL 32922
Location ID: 222352
Owner name: HABITAT OF HUMANITY OF BREVARD
PARCEL NUMBER: 24 363358
Alternate ID #: 2462095
Zoning: NA NOT AVAILABLE
Subdivision:
Property Map
490 WHALEY ST COCOA, FL 32922 .00 .00 X 243633584 222352 2462095

Application Information

DESCRIPTION: single family home
Application status: ISSUED
Status Date: 7/15/2019
Application type: NEW SINGLE FAMILY DETACHED
Application date: 6/17/2019
Tenant name/number: EXT EXP 5/19/21
Valuation: 138000
Square footage: 1513
Public building: NO
Reviewed by: TDE TORRI EDWARDS
Pin number: 580950
Entered by: COCOTDE

Contractor Information

Contractor Name: HABITAT FOR HUMANITY OF
Contractor Number: 1769
Type: TAX RECEIPT
Status: ACTIVE
Contractor Requirements Doc Number Exp Date
STATE LICENSE/CO COMP EXEMPT 6/30/2017
COUNTY TAX RECEIPT/ O/L PALM BAY 9/30/2019
LIABILITY INSURANCE GL106454516 4/01/2020
WORKER'S COMP INSURANCE Y 4/01/2020
REPOSITORY NO 4/01/2020

Outstanding Inspections

Type	Insp ID	Schedule Date	Confirmation Number	Permit Description	Pmt Seq	Min	Max
FRAMING (NO MEP					00	30	
LINTEL/ TIE-BEA					00	30	
ROOF SHEATHING					00	40	
ROOF DRY-IN					00	50	
PRE-LATH (INC F					00	60	
INSULATION					00	70	
DRYWALL SCREW					00	80	
ELECTRICAL PRE-					00	90	
SEWER LINE					00	999	
WATER LINE					00	999	
FINAL BUILDING					00	1000	

Work Description

(Continued)

Code Description Quantity

CO Information

Str/seq CO Issue Date Status Description

Class Type	Description	Transaction amount	Amount due	Amount billed	Struct Permit	Insp	Custom
A B1	BLDG SURCHARGE - FBCB	5.17	.00	.00			
A B2	BLDG SURCHARGE - BCAIB	7.76	.00	.00			
A EX	EXTENSION OF TIME	80.00	.00	.00			
Totals		92.93	.00	.00			

Property Information

Address: 510 WHALEY ST
COCOA, FL 32922
Location ID: 222354
Owner name: HABITAT FOR HUMANITY OF BREVAR
PARCEL NUMBER: 24 363358
Alternate ID #: 2462096
Zoning: NA NOT AVAILABLE
Subdivision:
Property Map
510 WHALEY ST COCOA, FL 32922 .00 X 243633585 222354 2462096

Application Information

DESCRIPTION: SINGLE FAMILY HOME
Application status: ISSUED
Status Date: 7/15/2019
Application type: NEW SINGLE FAMILY DETACHED
Application date: 6/18/2019
Tenant name/number: EXT EXP 5/19/21
Valuation: 138000
Square footage: NO
Public building: TDE TORRI EDWARDS
Reviewed by: 842448
Pin number: COCOTIDE
Entered by:

Contractor Information

Contractor Name: HABITAT FOR HUMANITY OF
Contractor Number: 1769
Type: TAX RECEIPT
Status: ACTIVE
Contractor Requirements Doc Number Exp Date
STATE LICENSE/CO COMP EXEMPT 6/30/2017
COUNTY TAX RECEIPT/ O/L PALM BAY 9/30/2019
LIABILITY INSURANCE GL106454516 4/01/2020
WORKER'S COMP INSURANCE Y 4/01/2020
REPOSITORY NO 4/01/2020

Outstanding Inspections

Type	Insp ID	Schedule Date	Confirmation Number	Permit Description	Pmt Seq	Min	Max
FRAMING (NO MEP					00	30	
LINTEL/ TIE-BEA					00	30	
ROOF SHEATHING					00	40	
ROOF DRY-IN					00	50	
PRE-LATH (INC F					00	60	
INSULATION					00	70	
DRYWALL SCREW					00	80	
ELECTRICAL PRE-					00	90	
SEWER LINE					00	999	
WATER LINE					00	999	
FINAL BUILDING					00	1000	

Work Description

(Continued)									
Code	Description	Quantity							

CO Information									
Str/seq	CO Issue Date	Status	Description	-----					

Class Type	Description	Transaction amount	Amount due	Amount billed	Struct	Permit	Insp	Custom	
District									
A B1	BLDG SURCHARGE - FBCB	5.17		.00				.00	
A B2	BLDG SURCHARGE - BCAIB	7.76		.00				.00	
A EX	EXTENSION OF TIME	80.00		.00				.00	
Totals		92.93		.00				.00	

Property Information

Address: 530 WHALEY ST
COCOA, FL 32922
Location ID: 222356
Owner name: HABITAT FOR HUMANITY OF BREVAR
PARCEL NUMBER: 24 363358
Alternate ID #: 2462097
Zoning: NA NOT AVAILABLE
Subdivision:
Property Map
530 WHALEY ST COCOA, FL 32922 .00 .00 X 243633586 222356 2462097

Application Information

DESCRIPTION: single family home
Application status: ISSUED
Status Date: 7/15/2019
Application type: NEW SINGLE FAMILY DETACHED
Application date: 6/18/2019
Tenant name/number: EXT EXP 5/19/21
Valuation: 138000
Square footage: NO
Public building: TDE TORRI EDWARDS
Reviewed by: 681216
Pin number: COCOTDE
Entered by:

Contractor Information

Contractor Name: HABITAT FOR HUMANITY OF
Contractor Number: 1769
Type: TAX RECEIPT
Status: ACTIVE
Contractor Requirements Doc Number Exp Date
STATE LICENSE/CO COMP EXEMPT 6/30/2017
COUNTY TAX RECEIPT/ O/L PALM BAY 9/30/2019
LIABILITY INSURANCE GL106454516 4/01/2020
WORKER'S COMP INSURANCE Y 4/01/2020
REPOSITORY NO 4/01/2020

Outstanding Inspections

Type	Insp ID	Schedule Date	Confirmation Number	Permit Description	Pmt Seq	Min	Max
FRAMING (NO MEP					00	30	
LINTEL/ TIE-BEA					00	30	
ROOF SHEATHING					00	40	
ROOF DRY-IN					00	50	
PRE-LATH (INC F					00	60	
INSULATION					00	70	
DRYWALL SCREW					00	80	
ELECTRICAL PRE-					00	90	
SEWER LINE					00	999	
WATER LINE					00	999	
FINAL BUILDING					00	1000	

Work Description

Code Description (Continued) Quantity

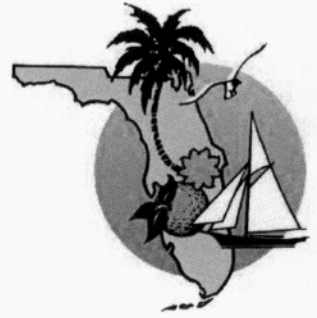
CO Information

Str/seq CO Issue Date Status Description

Class Type	Description	Transaction amount	Amount due	Amount billed	Struct Permit	Insp	Custom
A	B1	BLDG SURCHARGE - FBCB	5.17	.00	.00		
A	B2	BLDG SURCHARGE - BCAIB	7.76	.00	.00		
A	EX	EXTENSION OF TIME	80.00	.00	.00		
	Totals	92.93	.00	.00			



***Habitat for Humanity
Female Veterans Village
Cocoa, Florida
Affordable Housing***



Only 4 lots available (530, 510, 490 or 450 Whaley Street)

**No interest mortgage loan (approximate monthly mortgage \$500)
\$1,500 down payment (\$50/monthly)
Sweat equity required**

**Pre-screening required
DD-214 required**

**Apply by calling Community Housing Initiative
(CHI) at (321) 253-0053**

Thank you for your service!!



This is a joint project between the City of Cocoa's Diamond Square Community Redevelopment Agency, Habitat for Humanity, Community Housing Initiatives, the City of Cocoa and many volunteers and donors.



Legislation Details (With Text)

File #: 21-13 **Version:** 2 **Name:**
Type: Informational Item **Status:** Agenda Ready
File created: 12/7/2020 **In control:** Diamond Square RDA
On agenda: 12/14/2020 **Final action:**
Title: Informational Item - Project Update
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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DIAMOND SQUARE REDEVELOPMENT AGENCY AGENDA ITEM

Memo Date: December 7, 2020
Agenda Date: December 14, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Deputy Community Services Director
Requested Action:
Informational Item - Project Update

BACKGROUND:

DIAMOND SQUARE COMMUNITY REDEVELOPMENT PROJECTS UPDATE 12-20

Project	Description	Status
Rosa Jones lots - Affordable homes	Both survey and appraisal purchase orders have completed the approval process and are moving forward. We expect to have both for the next meeting. The RFP will be developed following the completion of the survey and appraisal.	In progress - RFP development next step
Commercial Façade Program	No applications at this time.	Budgeted \$10,000
Residential Beautification Program	No applications at this time.	Budgeted \$10,000
Pilot Paint Program	No applications at this time.	Budgeted \$5,000

Small Business Assistance Program	No applications at this time.	Budgeted \$10,000
CITY FUNDED PROJECTS		
Michael C. Blake Subdivision	RFP developed and submitted to the Purchasing Division for release. Expect release of the RFP in late December or early January	In progress

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Informational Item - Project Update

Charlene Neuterman

From: Habitat for Humanity of Brevard County <operations@brevardhabitat.ccsend.com> on behalf of Habitat for Humanity of Brevard County <development@brevardhabitat.com>
Sent: Thursday, March 26, 2020 11:24 AM
To: Nancy Bunt
Subject: A message about Coronavirus

EXTERNAL MESSAGE - USE CAUTION WITH LINKS AND ATTACHMENTS!



March 26, 2020

Dear Friend of Brevard Habitat,

We are going through unrepresented times with the COVID 19 virus pandemic. And want you to know we continue to be good stewards of your support and our mission-serving those that need and deserve safe affordable workforce housing. Along those lines we want to share with you our stakeholders-donors, volunteers, homeowners and employees our Emergency Plan.

In order to protect your Habitat for Humanity of Brevard County we have had to take some serious steps. Those include closing ReStore (which is our main source of operating revenue), shutting down construction sites, (includes loss of volunteer support), working through a homeowner deferred mortgage plan and office closure (employees working remote from home). Your leadership team is engaged with local support organizations as well as participating in webinars/phone conferences with elected officials. We will continue to monitor the situation with our Board of Directors and assess so we can resume operations as quickly and efficiently as possible.

Looking forward, we have over seventeen families (in different stages of our program) waiting for their special home. We are close to finishing the first two homes in our Female Veterans Village while working with community leaders to identify the next four to complete the village.

We continue to make great strides in our critical home repair for veterans, families and individuals.

We thank you for your continued support and commitment to understanding the role your Habitat for Humanity of Brevard County plays in our community.

You are a valued member of our family and appreciate your support as we strive to get through these next weeks and go forward to continue our mission of God's work to build homes that offer stability and self-reliance for families in our community.

Please know we are here for you as well. And welcome your reaching out to us with your ideas or positive words.

Blessings,

Marcus Ingeldsen
MH Williams Construction Group
Chairman
Habitat for Humanity of Brevard County

Habitat for Humanity of Brevard County | 4515 Babcock Street NE, Palm Bay, FL 32905

[Unsubscribe nbunt@cocoafhl.org](mailto:Unsubscribe_nbunt@cocoafhl.org)

[Update Profile](#) | [About Constant Contact](#)

Sent by development@brevardhabitat.com in collaboration with





ReStore®



We build strength, stability, self-reliance and shelter.

Officers

Marcus Ingeldsen
MH Williams Construction Group, Inc.
Chairman

Darcia Jones Francey
Vice Chairman

Ruth Prather
Treasurer

Suzy Leonard
Florida Today
Secretary

Board of Directors

Don DiFrisco
TSS Solutions
Hell'n Blazes Brewing

Kim Hone, SBA Specialist/Senior VP
Regions Commercial Banking Team

Karen Jacobs
Bank of America

M. Nancy LaFave
Christian Care Ministries

Richard Mercadante
Northrop Grumman

Chris Myers
CenterState Bank

Zack Parker
United Way of Brevard

Tracy Stoller
Diegues Stoller Attorneys at Law

Cheryl Wadsworth
Green Thumb Landscaping

David Wilkison
DRMP, Inc.

Anna Terry
Interim Executive Director
Vice President Operations & ReStore

Carey Gleason, CFRE, MBA
Vice President Development

March 2020

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Please know we are here for you as well and welcome your reaching out to us with your ideas or positive words.

Blessings,

Marcus Ingeldsen
MH Williams Construction Group, Inc.
Chairman
Habitat for Humanity of Brevard County

Charlene Neuterman

From: Houses Habitat <houses@brevardhabitat.com>
Sent: Monday, March 30, 2020 1:52 PM
To: Nancy Bunt
Subject: Habitat for Humanity of Brevard County - COVID 19 Communication
Attachments: Signed letter.pdf

EXTERNAL MESSAGE - USE CAUTION WITH LINKS AND ATTACHMENTS!

Hello Nancy,

I hope you and your family are doing well and staying healthy during this challenging time. I feel very blessed to know God is in control although sometimes I slip up and get anxious, especially if I watch the news. On the positive side, this is a great opportunity to spend more time with family and catch up on some projects around the house. 😊

Just wanted to reach out and say hi and share the attached letter from our Board. Please let me know if there is anything I can do for you and I look forward to getting back to work on our projects soon.

Thank you for all you do for the community and have a wonderful day!

Jane Higgins

Habitat for Humanity of Brevard County, Inc.
321-728-4009 ext 100
houses@brevardhabitat.com



Charlene Neuterman

From: Wendy Monroe <wendy@brevardhabitat.com>
Sent: Monday, June 8, 2020 1:55 PM
To: Nancy Bunt
Cc: Wendy Monroe
Subject: 470 Whaley St

EXTERNAL MESSAGE - USE CAUTION WITH LINKS AND ATTACHMENTS!

Hi Nancy,

Just thought I would see if you could push anything along for us. I have had CO paperwork submitted to the City of Cocoa since May 21st and haven't heard back yet. I have also left you a voicemail.

Please let me know if you have any information that could help us. We are trying to close/dedicate for Karla by June 18th.

Thank you,

--

Wendy Monroe
Accounting & Construction Coordinator

Habitat for Humanity of Brevard County, Inc.
321-728-4009 Ext. 104
Wendy@brevardhabitat.com

www.BrevardHabitat.com



Habitat for Humanity®
of Brevard County

**Join us for
a Special Celebration
Thursday August 20, 2020
*Habitat's Female Veterans Village
Cocoa, Florida***

★



**Let's Welcome Home
Karla and Lisa!**

Our First 2 Residents in the Female Veterans Village

9:00 AM- Home dedication for Lisa Stinson & Family
430 Whaley Street, Cocoa 32922
*limited seating & masks required

9:30 AM-Parade Kickoff**
Patriotic Celebration for our 2 New Homeowners
**Parade participants must be lined up by 9:00 AM
@Emma Jewel Charter Academy
705 Blake Ave., Cocoa 32922
decorate your car (optional), drive by, honk & wave

Social Distancing will be practiced
Any Questions: volunteer@brevardhabitat.com

★
