

City of Cocoa

*65 Stone Street
Cocoa, FL 32922*



Meeting Agenda

Tuesday, January 30, 2024

6:00 PM

Cocoa City Council Chambers

Diamond Square RDA

I. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA:

1. 24-001 Request Agency approval of the Agenda for the Diamond Square CRA Special Meeting on January 30, 2024...End

Attachments: [DSCRA - Short Agenda - 01.30.2024 - FINAL.pdf](#)

MINUTES:

1. 23-653 Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on July 17, 2023, either as written or amended...End

Attachments: [DSCRA Minutes 7-17-23 FINAL.pdf](#)

2. 23-654 Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on September 18, 2023, either as written or amended...End

Attachments: [DSCRA - Minutes - 09.18.23 - FINAL.pdf](#)

3. 23-724 Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on October 16, 2023...End

Attachments: [DSCRA Minutes - FINAL - 10.16.2023.pdf](#)

4. 24-002 Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on November 20, 2023...End

Attachments: [DSCRA Minutes - FINAL - 11.20.2023.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. 24-003 Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-034-A, in the amount of \$28,774, to adjust the budget due to the decrease in Actual Tax Increment Funding (TIF) Revenue received by the County...End

Attachments:

Resolution DSCRA-24-003.pdf

BAF 24-034-A-D.S CRA-TIF Revenue Shortage (01-30-24) Agenda 24-003.pdf

JE 03-02 2023-00666 110,111 001-0000-338.00-00 TIF Revenue Local Unit Ta

2. 24-038 Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-044-T, in the amount of \$150, due to the increased cost of Payroll-related accounts, including Insurances and Long-Term Disability. This projection is an estimate intended to cover the increased cost for the remainder of FY 2024...End

Attachments:

Resolution FY2024 - DSCRA-24-038.pdf

BAF 24-044-T-CS-DSCRA Payroll (01-30-2024) Agenda 24-038.pdf

VI. ATTORNEY'S REPORT:

VII. UPDATES AND STAFF REPORTS:

VIII. NEXT MEETING DATE:

The next regularly scheduled meeting of the Diamond Square Community Redevelopment Agency will be on Monday, March 11, 2024 at 6:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

IX. ADJOURNMENT

NOTICE TO THE PUBLIC:

This is a public meeting. All interested parties may attend in person. 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.

Additionally, interested persons may view or listen to the meeting electronically at the following internet sites:

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

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

However, the City is not responsible for technical difficulties that may occur while attempting to view or listen to the meeting on the internet.

Interested persons may submit their written comments or questions regarding the meeting prior to the meeting through Email at meetings@cocoafl.org, or via E-comments through the online agenda. Any electronic comments submitted will be made part of the meeting record. Written comments or questions not relevant to the Council meeting agenda will not be made part of the meeting record but will be maintained as public record.

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.

Although members of the public are entitled to be heard by the City Council on certain items on the meeting agenda pursuant to the City Council Rules of Procedure, members of the public are not entitled to an immediate response by either administrative staff members or Council; however, the City Council or administrative staff may provide a response at their discretion. When presenting before the City Council, all comments or questions should be directed to the Mayor or the chair of the meeting. Comments or questions should not be made directly to administrative staff without permission from the Mayor or chair.

Public debate by individual speakers from the audience on public hearing items shall be limited to three (3) minutes. Applicants or representatives of recognized groups with special interests in a matter 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 item 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. Matters may also be raised by the Council, City Manager or City Attorney under reports and acted upon by the City Council.

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



City of Cocoa

65 Stone Street
Cocoa, FL 32922

Legislation Details (With Text)

File #: 24-001 **Version:** 1 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 12/27/2023 **In control:** Diamond Square RDA
On agenda: 1/30/2024 **Final action:**
Title: Request Agency approval of the Agenda for the Diamond Square CRA Special Meeting on January 30, 2024...End
Sponsors:
Indexes:
Code sections:
Attachments: [DSCRA - Short Agenda - 01.30.2024 - FINAL.pdf](#)

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

Memo Date: December 27, 2023
Agenda Date: January 30, 2024
Prepared By: Ryan Browne, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action:
Request Agency approval of the Agenda for the Diamond Square CRA Special Meeting on January 30, 2024.

BACKGROUND:

Agency Members approve the Agenda at the beginning of the meeting.

BUDGETARY IMPACT:

None.

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of the Agenda for the Diamond Square CRA Special Meeting on January 30, 2024.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

Tracy Moore
Chairperson

Crystal McQueen
Vice Chairperson

Larry Brown
Board Member
appointed by
Brevard
County

Jackie Isom
Board Member

Ed Jones
Board Member

Amy Robinson
Board Member

Marilyn Smith
Board Member

DATE: Tuesday, January 30, 2024
TIME: 6:00 p.m.

Location: Cocoa City Hall
Council Chambers
65 Stone Street

I. CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE
ROLL CALL

II. APPROVAL OF AGENDA & MINUTES

AGENDA: Special Meeting of January 30, 2024
MINUTES: Regular Meeting of July 17, 2023
MINUTES: Regular Meeting of September 18, 2023
MINUTES: Regular Meeting of October 16, 2023
MINUTES: Regular Meeting of November 20, 2023

III. DELEGATIONS

IV. PRESENTATIONS

V. ACTION ITEMS

1. Approve a Resolution Amending the FY24 Budget, BAF# 24-034-A in the amount of \$28,774 to adjust the budget due to the decrease in Actual Tax Increment Financing (TIF) Revenue received by the County.
2. Approve a Resolution Amending the FY24 Budget, BAF# 24-044-T in the amount of \$150, to adjust the budget due to the increased cost of Payroll-related accounts, including Insurances and Long Term Disability.

VI. ATTORNEY'S REPORT

VII. UPDATES AND STAFF REPORTS

VIII. NEXT MEETING DATE

The next meeting of the Diamond Square Community Redevelopment Agency is Monday, March 11, 2024, at 6:00 PM. The meeting will be held at the City of Cocoa, City Hall, Council Chambers, located at 65 Stone Street, Cocoa, FL.

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 #:	23-653	Version:	1	Name:	
Type:	Minutes	Status:		Agenda Ready	
File created:	10/11/2023	In control:		Diamond Square RDA	
On agenda:	1/30/2024	Final action:			
Title:	Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on July 17, 2023, either as written or amended...End				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	DSCRA Minutes 7-17-23 FINAL.pdf				

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

Memo Date: October 11, 2023
Agenda Date: January 30, 2024
Prepared By: Ryan Browne, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director

Requested Action:
Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on July 17, 2023, either as written or amended.

BACKGROUND:

Agency Members approve the Minutes at the beginning of the meeting.

BUDGETARY IMPACT:

None.

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on July 17, 2023, either as written or amended.



Legislation Details (With Text)

File #:	23-654	Version:	1	Name:	
Type:	Minutes	Status:		Agenda Ready	
File created:	10/11/2023	In control:		Diamond Square RDA	
On agenda:	1/30/2024	Final action:			
Title:	Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on September 18, 2023, either as written or amended...End				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	DSCRA - Minutes - 09.18.23 - FINAL.pdf				

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

Memo Date: October 11, 2023
Agenda Date: January 30, 2024
Prepared By: Ryan Browne, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action:
Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on September 18, 2023, either as written or amended.

BACKGROUND:

Agency Members approve the Minutes at the beginning of the meeting.

BUDGETARY IMPACT:

None.

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on September 18, 2023, either as written or amended.



Legislation Details (With Text)

File #:	23-724	Version:	1	Name:	
Type:	Minutes	Status:		Agenda Ready	
File created:	11/9/2023	In control:		Diamond Square RDA	
On agenda:	1/30/2024	Final action:			
Title:	Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on October 16, 2023...End				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	DSCRA Minutes - FINAL - 10.16.2023.pdf				

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

Memo Date: November 9, 2023

Agenda Date: January 30, 2024

Prepared By: Ryan Browne, Redevelopment Coordinator

Through: Charlene Neuterman, Community Services Director

Requested Action:

Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on October 16, 2023.

BACKGROUND:

Agency Members approve the Minutes at the beginning of the meeting.

BUDGETARY IMPACT:

None.

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on October 16, 2023.



Legislation Details (With Text)

File #: 24-002 **Version:** 1 **Name:**
Type: Minutes **Status:** Agenda Ready
File created: 12/27/2023 **In control:** Diamond Square RDA
On agenda: 1/30/2024 **Final action:**
Title: Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on November 20, 2023...End
Sponsors:
Indexes:
Code sections:
Attachments: [DSCRA Minutes - FINAL - 11.20.2023.pdf](#)

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

Memo Date: December 27, 2023
Agenda Date: January 30, 2024
Prepared By: Ryan Browne, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action:
Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on November 20, 2023.

BACKGROUND:

Agency Members approve the Minutes at the beginning of the meeting.

BUDGETARY IMPACT:

None.

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of the Minutes from the Diamond Square CRA Regular Meeting held on November 20, 2023.



Legislation Details (With Text)

File #: 24-003 **Version:** 1 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 12/27/2023 **In control:** Diamond Square RDA
On agenda: 1/30/2024 **Final action:**
Title: Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-034-A, in the amount of \$28,774, to adjust the budget due to the decrease in Actual Tax Increment Funding (TIF) Revenue received by the County...End

Sponsors:

Indexes:

Code sections:

Attachments: [Resolution DSCRA-24-003.pdf](#)
[BAF 24-034-A-D.S CRA-TIF Revenue Shortage \(01-30-24\) Agenda 24-003.pdf](#)
[JE 03-02 2023-00666 110,111 001-0000-338.00-00 TIF Revenue Local Unit Tax Year 2023.pdf](#)

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

Memo Date: December 27, 2023
Agenda Date: January 30, 2024
Prepared By: Ryan Browne, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action:
Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-034-A, in the amount of \$28,774, to adjust the budget due to the decrease in Actual Tax Increment Funding (TIF) Revenue received by the County.

BACKGROUND:

At the end of the calendar year, the Actual Tax Increment Funding (TIF) Revenue numbers are calculated by the County. Adjustments to the CRA budget must be made if these numbers changed from the projections provided earlier in the year. In this case, the actual numbers came back lower than the projections, therefore, there is a shortfall that must be adjusted for FY 2024. Part of the reason for this decrease is that the County reduced their millage rate, therefore, decreasing the taxes collected and affecting the TIF Revenue of the CRA.

The expense line reduced will be the Infrastructure account 111-3230-559-64-00 for the Bus Stops Shelter.

Staff are requesting approval of the BAF and Resolution amending the FY 2024 Cocoa CRA Budget.

BUDGETARY IMPACT:

Budgeted _____ No
If not budgeted, is amendment/transfer attached? Yes

Amount Requested (\$28,774)
Account Number 111-0000-338.00-00.
Account Name Shared Revenue Local Unit.

Source of Funds: x Transfer Acct #: 111-3230-559.64-00.
Account Name: Machinery & Equipment
Project #: DS23BS.

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-034-A, in the amount of \$28,774, to adjust the budget due to the decrease in Actual Tax Increment Funding (TIF) Revenue received by the County.

RESOLUTION NO. DSCRA-24-003

**A RESOLUTION OF DIAMOND SQUARE
COMMUNITY REDEVELOPMENT AGENCY OF THE
CITY OF COCOA, FLORIDA, AMENDING THE CITY
OF COCOA CRA BUDGET FOR FISCAL YEAR 2024;
PROVIDING FOR THE REPEAL OF PRIOR
INCONSISTENT RESOLUTIONS; AND PROVIDING
AN EFFECTIVE DATE.**

WHEREAS, the Diamond Square Community Redevelopment Agency (Diamond Square CRA) adopted the final budget for the fiscal year commencing on October 1, 2023, and ending on September 30, 2024, at a Regular meeting held on September 26, 2023; and

WHEREAS, in accordance with Article XII, Section 5 of the City of Cocoa Charter, whereby the Diamond Square CRA may, at any time by resolution, transfer any unused and unencumbered appropriation or portion thereof from one office or department to another; and

WHEREAS, the Diamond Square CRA deems it to be in the best interest of the City of Cocoa to amend its budget as provided in this resolution.

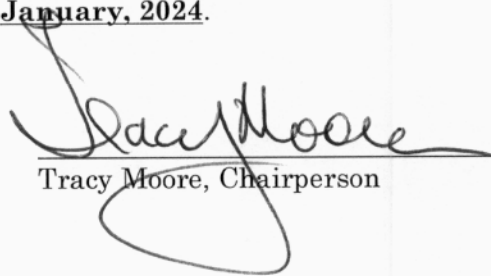
NOW, THEREFORE, BE IT RESOLVED BY THE DIAMOND SQUARE CRA, as follows:

SECTION 1. The 2023-2024 fiscal year budget shall be amended as detailed in the attached sheets.

SECTION 2. All prior resolutions or prior resolutions inconsistent with this resolution are hereby repealed to the extent of the conflict.

SECTION 3. This resolution shall become effective immediately upon its adoption by the Diamond Square CRA of the City of Cocoa, Florida.

ADOPTED by the Diamond Square CRA of the City of Cocoa, Florida, in a regular meeting assembled on the 30th day of January, 2024.


Tracy Moore, Chairperson

ATTEST:


Charlene Neuterman
Community Services Director



City of Cocoa Budget Adjustment Form FY 2024 - 24-034-A

SELECT ADJUSTMENT TYPE: BUDGET AMENDMENT

REQUESTING DEPARTMENT #: 3230

DATE PREPARED: 12/26/23

'REVENUE' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
(\$ 28,774)	111-0000-338.00-00		Shared Revenue Local Unit	\$ 526,233	\$ 497,459	\$ 468,685	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
(\$ 28,774)	TOTAL			\$ 0	\$ 0	\$ 0	\$ 0

'EXPENSE' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
(\$ 28,774)	111-3230-559.64-00	DS23BS	Machinery & Equipment	\$ 50,000	\$ 50,000	\$ 21,226	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
(\$ 28,774)	TOTAL			\$ 0	\$ 0	\$ 0	\$ 0

REASON/JUSTIFICATION FOR ADJUSTMENT:

TIF Revenue received from Brevard County was less than budgeted. This BAF is to shore up that budgeted Revenue.
Agenda #: 24-003.
Resolution #: DSCRA-24-003.

COUNCIL/BOARD APPROVAL REQUIRED? YES ☒ NO ☐ DATE APPROVED: 01/30/24 RESOLUTION #: DSCRA-24-003
City Council approval is needed for all transfers greater than \$75,000 and transfers between Departments / Funds. All CRA adjustments are required to go their respective boards.

12/26/23	Dave Radford	12/26/23	Dave Radford	Digitally signed by Dave Radford Date: 2023.12.26 13:51:49 -05'00'	
Date	Requestor's Signature	Date	Finance Approval Signature	Date	Finance Director's Signature
12/26/23	Charlene Neuterman		Lora Howell	Digitally signed by Lora Howell Date: 2023.12.29 11:14:18 -05'00'	
Date	Department Director's Signature	Date	Deputy Fin. Director's Signature	Date	City Manager's Signature

FINANCE USE ONLY:

Date Entered: _____ Entered By: _____ Group #: _____

City of Cocoa, Diamond Square SHARED REVENUE LOCAL UNIT for Fiscal Year Ended 9/30/2023										Source: BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS DETERMINATION OF PAYMENT OF INCREMENTAL TAXES - TY 2023 CRA TAX REV										Prepared: D.Harris 12/18/2023																													
THIS IS NOW DONE AS AN IFTX JE IN DECEMBER JE 03-02 BASED ON BUDGET, BEGINNING FY23 PREPARE SPREADSHEET UPON RECEIPT OF FUNDS FROM BREV.CNTY. & TRUE-UP, IF NECESSARY																																																	
110 Cocoa RDA 1981										001-1600-513.81-00										Cocoa Redv Agency I - 1981 - D1																													
110-0000-338.00-00 SHARED REVENUE LOCAL UNIT										Brevard County General Fund										BC Recreation Special District Four										City of Cocoa																			
Group										2024-01108										2024-01108										2023-00666										2023-00666									
Tax Year										2023										2023										2022										2022									
Base Year										1981										1981										1981										1981									
Incremental Taxable Value of Property										210,166,241										210,166,241										189,491,316										189,491,316									
Adopted Tax Rate (Mills)										3.0486										0.5277										6.9532										6.4532									
Total Incremental Taxable Value of Property										560,198										96,968										1,277,691										1,052,394									
Less 5% Statutory Reduction										(28,010)										(4,848)										(63,885)										(52,620)									
Net Incremental Taxes Due										532,188										92,120										1,213,806										999,774									
FY24 Actual Payment										622,527										108,110										1,213,806										1,594,600									
Difference										90,339										15,990										-										243,513									
106,329																																																	
1 Incremental taxable value of Property increased by \$20,674,925 in Tax Year 2023 over Tax Year 2022																																																	
2 millage net Change										(0.2133)										(0.0498)										0.50																			
3 Dollar net change										\$ 26,832										\$ 2,649										\$ 214,032										\$ 243,513									
111 Diamond Square:																																																	
111-0000-338.00-00 SHARED REVENUE LOCAL UNIT																																																	
001-1600-513.81-00																																																	
Cocoa Redv Agcy II - TRC 626-1997 - D2																																																	
Brevard County General Fund																																																	
BC Recreation Special District Four																																																	
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245,246																																																	
39,158																																																	
106,301																																																	
9,726,834																																																	
106,301																																																	



Legislation Details (With Text)

File #: 24-038 **Version:** 1 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 1/18/2024 **In control:** Diamond Square RDA
On agenda: 1/30/2024 **Final action:**
Title: Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-044-T, in the amount of \$150, due to the increased cost of Payroll-related accounts, including Insurances and Long-Term Disability. This projection is an estimate intended to cover the increased cost for the remainder of FY 2024...End

Sponsors:

Indexes:

Code sections:

Attachments: [Resolution FY2024 - DSCRA-24-038.pdf](#)
[BAF 24-044-T-CS-DSCRA Payroll \(01-30-2024\) Agenda 24-038.pdf](#)

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

Memo Date: January 18, 2024
Agenda Date: January 30, 2024
Prepared By: Ryan Browne, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action:

Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-044-T, in the amount of \$150, due to the increased cost of Payroll-related accounts, including Insurances and Long-Term Disability. This projection is an estimate intended to cover the increased cost for the remainder of FY 2024.

BACKGROUND:

The cost of Payroll-related accounts, namely Insurances and Long-Term Disability, are estimated during the budget building process, which usually begins in May. However, because these are estimates, sometimes accounts may need to be increased to cover the projected costs once additional data and more accurate estimates become available later in the budgeting cycle. This adjustment is a normal such projection and adjustment.

The expense line reduced will be the Regular Salaries and Wages account, 111-3230-559.12-00.

Staff are requesting approval of the BAF and Resolution amending the FY 2024 Diamond Square CRA Budget.

BUDGETARY IMPACT:

Budgeted
If not budgeted, is amendment/transfer attached? No
Yes

Amount Requested \$75
Account Number 111-3230-559.23-00
Account Name Insurances

Amount Requested \$75
Account Number 111-3230-559.23-09
Account Name Long Term Disability

Source of Funds: x Transfer Acct #:111-3230-559.12-00
 Regular Salaries and Wages

PREVIOUS ACTION:

N/A.

RECOMMENDED MOTION:

Request Agency approval of a Resolution Amending the FY 2024 Budget, BAF# 24-044-T, in the amount of \$150, due to the increased cost of Payroll-related accounts, including Insurances and Long-Term Disability. This projection is an estimate intended to cover the increased cost for the remainder of FY 2024.

RESOLUTION NO. DSCRA-24-038

A RESOLUTION OF DIAMOND SQUARE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COCOA, FLORIDA, AMENDING THE CITY OF COCOA CRA BUDGET FOR FISCAL YEAR 2024; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Diamond Square Community Redevelopment Agency (Diamond Square CRA) adopted the final budget for the fiscal year commencing on October 1, 2023, and ending on September 30, 2024, at a Regular meeting held on September 26, 2023; and

WHEREAS, in accordance with Article XII, Section 5 of the City of Cocoa Charter, whereby the Diamond Square CRA may, at any time by resolution, transfer any unused and unencumbered appropriation or portion thereof from one office or department to another; and

WHEREAS, the Diamond Square CRA deems it to be in the best interest of the City of Cocoa to amend its budget as provided in this resolution.

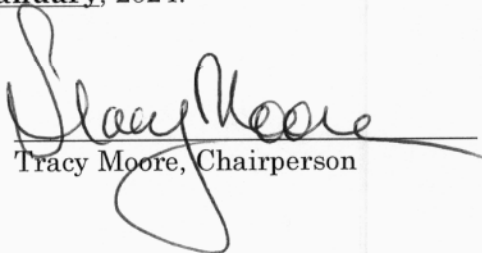
NOW, THEREFORE, BE IT RESOLVED BY THE DIAMOND SQUARE CRA, as follows:

SECTION 1. The 2023-2024 fiscal year budget shall be amended as detailed in the attached sheets.

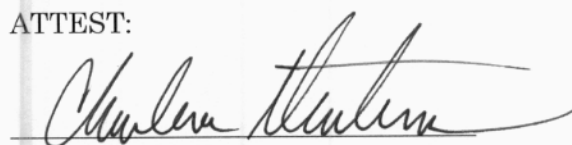
SECTION 2. All prior resolutions or prior resolutions inconsistent with this resolution are hereby repealed to the extent of the conflict.

SECTION 3. This resolution shall become effective immediately upon its adoption by the Diamond Square CRA of the City of Cocoa, Florida.

ADOPTED by the Diamond Square CRA of the City of Cocoa, Florida, in a regular meeting assembled on the 30th day of January, 2024.


Tracy Moore, Chairperson

ATTEST:


Charlene Neuterman
Community Services Director



City of Cocoa Budget Adjustment Form FY 2024 - 24-044-T

SELECT ADJUSTMENT TYPE: BUDGET TRANSFER						REQUESTING DEPARTMENT #: 3230		DATE PREPARED: 01/17/24	
								'FROM' ACCOUNT(S)	
ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE		
(\$ 150)	111-3230-559.12-00		Regular Salary and Wages	\$0	\$0	(\$ 150)	\$0		
\$0				\$0	\$0	\$0	\$0		
\$0				\$0	\$0	\$0	\$0		
\$0				\$0	\$0	\$0	\$0		
\$0				\$0	\$0	\$0	\$0		
\$0				\$0	\$0	\$0	\$0		
TOTAL (\$ 150)				\$0	\$0	\$0	\$0		
								'TO' ACCOUNT(S)	
ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE		
\$ 75	111-3230-559.23-00		Insurances	\$0	\$0	\$75	\$0		
\$ 75	111-3230-559.23-09		Long Term Disability	\$0	\$0	\$75	\$0		
\$0				\$0	\$0	\$0	\$0		
\$0				\$0	\$0	\$0	\$0		
\$0				\$0	\$0	\$0	\$0		
\$0				\$0	\$0	\$0	\$0		
TOTAL \$ 150				\$0	\$0	\$0	\$0		
REASON/JUSTIFICATION FOR ADJUSTMENT:									
Payroll account budget transfer to correct payroll accounts for insurance and long term disability. Bringing before the DSCRA for approval on 01.30.2024. BAF# 24-044. Resolution No. DSCRA-24-038.									
COUNCIL BOARD APPROVAL REQUIRED? YES NO DATE APPROVED: 01/30/24 RESOLUTION # DSCRA-24-038.									
City Council approval is needed for all transfers greater than \$75,000 and transfers between Departments / Funds. All CRA adjustments are required to go their respective boards.									
1/17/24	Ryan Browne	Digitally signed by Ryan Browne Date: 2024.01.17 15:20:15 -05'00'	Lora Howell	Digitally signed by Lora Howell Date: 2024.01.19 08:32:41 -05'00'	Finance Approval Signature	Date	Finance Director's Signature		
1/18/24	Charlene Neuterman	Digitally signed by Charlene Neuterman Date: 2024.01.18 10:13:11 -05'00'	Lora Howell	Digitally signed by Lora Howell Date: 2024.01.19 08:33:19 -05'00'	Deputy Fin. Director's Signature	Date	City Manager's Signature		
FINANCE USE ONLY:									
Date Entered:		Entered By:		Group #:					
Approved 07/13 Revised eform 8/3/23 - IT									