

**MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
SPECIAL MEETING
JANUARY 29, 2018**

A Special Meeting of the Diamond Square Redevelopment Agency Board was held on January 29, 2018 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairwoman Moore called the meeting to order at 6:06 pm.

ROLL CALL:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairwoman
Adrian Moss-Beasley	Agency member
Larry Robinson	Agency member
Jewel Collins	Agency member
Edward Jones	Agency member
Sylvia Thomas	Agency member
Joseph Colombo	Agency counsel
Clarence Whipple Jr.	Council Liaison

PRESENT:

Tracy Moore	Chairwoman
Adrian Moss-Beasley	Agency member
Larry Robinson	Agency member
Jewel Collins	Agency member
Clarence Whipple Jr.	Council Liaison
Torri Edwards	Recording Secretary

ABSENT:

Delores Martin	Vice Chairperson
Edward Jones	Agency member
Sylvia Thomas	Agency member
Joseph Colombo	Agency counsel (Excused)

STAFF PRESENT:

Samia Singleton, Redevelopment Specialist, and **Larry Lallo, CEcD, EDFP**, Economic Development Manager.

Agency member Robinson provided the invocation and led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA: Special Meeting of January 29, 2018

- * **MOTION by Agency member Collins; SECONDED by Agency member Robinson to approve the agenda for the Special Meeting of January 29, 2018.**

AYES: Moore, Moss-Beasley, Robinson, Collins

MOTION CARRIED (4-0)

MINUTES: Minutes of the Special Meeting of November 27, 2017

- * **MOTION by Agency member Collins; SECONDED by Agency member Robinson to approve the minutes of the Special meeting of November 27, 2017.**

AYES: Moore, Moss-Beasley, Robinson, Collins

MOTION CARRIED (4-0)

III. DELEGATIONS:

NONE

IV. PRESENTATIONS:

NONE

V. ACTION ITEMS:

1. Budget Transfer to Electric/ Water/ Sewer:

Ms. Singleton stated that Staff is requesting the Board to approve a budget transfer of \$198 from the Other Grants and Aids Account to the Electric/ Water/ Sewer Account to cover the Diamond Square CRA annual stormwater expenses at properties located at 430, 450, 490, 510 and 530 Whaley Street. She stated the expense was not included in the FY 18 budget. The City adjusted the late fees that were acquired since November 2017. **Chairperson Moore** noted she was unaware of the annual stormwater expense.

Ms. Singleton suggested the Board include the annual stormwater expense in the budget for FY 2019.

- * **MOTION by Agency member Robinson; SECONDED by Agency member Collins to approve a budget transfer of \$198 from the Other Grants and Aids Account to the Electric/Water/Sewer Account to cover the Diamond Square Community**

Redevelopment Agency's (CRA) annual stormwater expenses for its properties at 430, 450, 490, 510 and 530 Whaley Street.

AYES: Moore, Moss-Beasley, Robinson, Collins

MOTION CARRIED (4-0)

2. Budget Transfer to Legal Expenses:

Ms. Singleton stated the Staff is requesting the Board to approve a budget transfer of \$1,000 from the Other Grants and Aids Account to the Legal Expenses Account to cover the Diamond Square CRA's annual legal expense. The Board allotted \$500 to the Legal Expenses Account for FY 18 which has been expended by Joseph Colombo, the Agency Attorney. The \$1,000 transfer will cover the cost of legal expenses for the remainder of FY 18.

- * **MOTION by Agency member Robinson; SECONDED by Agency member Collins to approve a budget transfer of \$1,000 from the Other Grants and Aids Account to the Legal Expenses Account to cover the Diamond Square Community Redevelopment Agency's (CRA) annual legal expenses.**

AYES: Moore, Moss-Beasley, Robinson, Collins

MOTION CARRIED (4-0)

3. February 19 Meeting:

Ms. Singleton requested the Board authorize Staff to cancel the February 19, 2018 meeting due to the President's Day holiday. **Chairperson Moore** inquired if there are agency projects that require a meeting before the regular meeting on March 19, 2018. The Board agreed to meet on March 19, 2018.

- * **MOTION by Agency member Collins; SECONDED by Agency member Robinson to authorize staff to cancel Diamond Square Community Redevelopment Agency meeting on Monday, February 19, 2018, due to the President's Day holiday.**

AYES: Moore, Moss-Beasley, Robinson, Collins

MOTION CARRIED (4-0)

VI. UPDATES AND STAFF REPORTS:

1. Stone Street Streetscape Project (verbal update):

Ms. Singleton reported the Stone Street Streetscape construction has been delayed until mid-February or March 2018. Staff is finalizing a budget between the four (4) departments

and hopefully will award the bid in mid-February. **Mr. Whipple, Jr.** inquired if the award will be presented to City Council. **Ms. Singleton** stated the award will be presented to City Council on February 13, 2017 or February 27, 2017.

Agency member Collins inquired if FDOT was involved with the Stone Street Streetscape Project. **Ms. Singleton** stated FDOT is not involved with the project.

Chairperson Moore inquired if any adjustments were made to the original Stone Street Streetscape to stay within the budget. **Ms. Singleton** stated the Diamond will remain and the integrity of the design and quality of the project will not be diminished. **Chairman Moore** requested a notification on when the bid will be presented to the City Council.

2. Community Garden (verbal update):

Ms. Singleton stated that Staff received verbal approval from Cocoa Police Chief to take over the management of the Community Gardens. She noted that Staff will prepare an approval request and MOU to present to City Council. The MOU requires:

- Scope of Community Garden
- Management
- Sustainability
- Leadership
- Partners
- Key stakeholders

Ms. Singleton reported that Staff will hold a public meeting to identify a vision for the Community Garden, identify partners, and resources. **Ms. Collins** inquired if the Community Garden is owned by the City and who will be the caretaker. **Ms. Singleton** stated the Community Garden is owned by the City and the public meeting will determine who will manage the Community Garden. **Agency member Moss-Beasley** inquired when the public meeting will be held. **Ms. Singleton** reported there is not a date set at this time.

Agency member Moss-Beasley suggested inviting other municipalities with Community Gardens to meet with the Staff and the Board for recommendations on creating a successful garden. **Ms. Singleton** noted she plans on contacting the City of Cape Canaveral and touring their Community Garden.

Chairperson Moore stated she visions the Community Garden as a teaching tool and for employment opportunities by creating partnerships with local restaurants.

Ms. Singleton noted that Staff will request approval from City Council for Diamond Square to undertake management of the Community Garden on February 27, 2018. She will keep the CRA updated.

3. Rosa L. Jones Bus Stop Bench (verbal update):

Ms. Singleton stated the City has located an underutilized bench to place at the Rosa L. Jones bus stop. The City requires every bench to be paired with a trash bin. The Diamond Square CRA would be responsible for purchasing the trash bin at a cost of \$600. The installment of the bench and trash bin require Public Works to meet ADA standards consisting of pouring a slab foundation and adding the bus stop to the Waste Management route. The installation is scheduled for March or April 2018. **Agency member Robinson** stated the citizens will appreciate the bench at the Rosa L. Jones bus stop. **Ms. Singleton** thanked Ms. Ginn for her efforts in helping the CRA locate a bench. **Chairperson Moore** noted a budget transfer for the trash bin cost of \$600 will be discussed at the meeting on March 26, 2018.

4. Dr. Joe Lee Smith Center (verbal update):

Ms. Singleton reported that the Staff met with Architects RZK, Inc. last week to discuss the new concept of moving the Dr. Joe Lee Smith Center to Provost Park and scheduling a public meeting. She stated the new concept for Dr. Joe Lee Smith Center remains at 18,000 square feet and includes two (2) basketball courts, a retention pond with a walking trail, a splash pad or swimming pool, and a soccer field. The City is creating a financial plan to fund the construction of the new facility and discussed the Diamond Square CRA sponsoring the splash pad or swimming pool.

Ms. Singleton stated a public meeting will be scheduled for March 2018 to present the current and new concepts for the Dr. Joe Lee Smith Center. She invited the Board and Councilman Whipple, Jr. to attend the public meeting.

Councilman Whipple, Jr. noted the new concept of moving the Dr. Joe Lee Smith Center to Provost Park is not a definite plan. He stated the concept developed from trying to eliminate the illegal activity at Provost Park. **Agency member Collins** inquired what the plans are for the current Dr. Joe Lee Smith Center. **Councilman Whipple, Jr.** stated the center is located in a residential zone.

Chairperson Moore suggested developing townhomes or apartments on the current Dr. Joe Lee Smith Center site.

Agency member Collins stated citizens of the community feel the children are safe at Dr. Joe Lee Smith Center. **Councilman Whipple, Jr.** noted the illegal activities will be eliminated at Provost Park with the new Dr. Joe Lee Smith Center. He suggested placing a memorial marker at the old center location. **Chairperson Moore** stated the new Dr. Joe Lee Smith Center can bring all corners of the community together.

Agency member Robinson inquired whether the current Dr. Joe Lee Smith Center will have a park left at the location. **Council Whipple, Jr.** stated a housing development has been discussed for the location. **Ms. Singleton** noted at the meeting with Architects RZK, Inc. Staff discussed leaving the park at the current site.

Agency member Robinson noted relocating the Dr. Joe Lee Smith Center to Provost Park is similar to a problem in West Cocoa several years ago. A Community Center was built on Burnett Road to improve the area. He stated that relocating the center can clean up the illegal activities at Provost Park. He noted the community needed to be involved in the plans for the new Dr. Joe Lee Smith Center.

Agency member Moss-Beasley stated the concept is a very good idea and inquired when the Board will be able to see the plans. **Ms. Singleton** reported plans for both locations for the center will be presented at the public meeting in March 2018. She noted the plans can be presented to the Board before the public meeting.

Agency member Moss-Beasley inquired who would need to approve the relocation of Dr. Joe Lee Smith Center to Provost Park. **Councilman Whipple, Jr.** noted the Provost Family and the community will need to approve the relocation.

Agency member Collins inquired whether the swimming pool at the current Dr. Joe Lee Smith Center is being utilized. **Councilman Whipple, Jr.** reported the swimming pool is not being used and an expense to Brevard County.

Chairperson Moore inquired if the new concept include plans and cost for the current Dr. Joe Lee Smith Center site. **Councilman Whipple, Jr.** stated there has been discussion but no plans at this time.

Chairperson Moore stated she understands both concepts of rebuilding the Dr. Joe Lee Smith Center at the current location and relocating to Provost Park. She does not want an abandoned project in Diamond Square.

5. Agency Budget Report:

Ms. Singleton noted twenty-five percent (25%) of the FY has lapsed. There are two (2) accounts with negative balances. The accounts will have funds available once the budget transfers are completed. The Board was provided with a budget table outlining revenue and expenses.

Chairperson Moore requested an update on the Diamond Square brochure. **Ms. Singleton** noted the project is on hold requiring a photograph with all Board members present.

6. Housing Update:

Ms. Ginn, Cocoa Housing Authority, reported the final budget will be completed next week for Phase 1 of the redevelopment of 144 apartments. The relocation process will start in April 2018, after receiving approval from HUD. The relocation order is:

1. Barlow homes area
2. Fern Street

3. ABC Street

Ms. Ginn stated the redevelopment construction is scheduled to start in June or July 2018 and will be completed in 12 -18 months. She noted Phase 2 of the redevelopment plan includes homes south of Highway 520. She will have an update at the meeting on March 19, 2018. **Ms. Ginn** stated all relocating expenses are no cost to the residents. She stated there are moving and packing companies provided for the residents.

Chairperson Moore inquired when the Cocoa Housing Authority Newsletter will resume. **Ms. Ginn** noted she will inquired on having the newsletter resumed.

Councilman Whipple, Jr. requested an update on the Dollar General properties. **Ms. Ginn** reported she has not received any inquire on the property.

Ms. Singleton inquired on SCAT relocating. **Ms. Ginn** noted she received an email stated there were no plans for SCAT relocating.

Councilman Whipple, Jr. inquired on retroactive payment for Alliance for Neighborhood Restoration (ANR). **Ms. Singleton** stated the payments are current and payments are released to ANR once the monthly report is received.

VII. NEXT MEETING DATE:

The next meeting of the Diamond Square Redevelopment Agency will be a Regular Meeting to be held on March 19, 2018 at 6:00 p.m. at City Hall, 65 Stone Street.

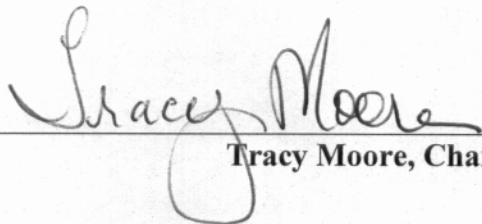
IX. ADJOURNMENT:

* **MOTION** by Agency member Robinson; **SECONDED** by Agency member Moss-Beasley to adjourn the Special Meeting of January 29, 2018.

AYES: Moore, Moss-Beasley, Robinson, Collins

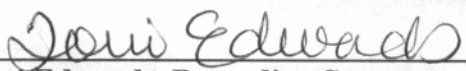
MOTION CARRIED (4-0)

MEETING WAS ADJOURNED AT 7:37 pm



Tracy Moore, Chairwoman

Respectfully Submitted,



Torri Edwards, Recording Secretary