

City of Cocoa

*65 Stone Street
Cocoa, FL 32922*



Meeting Agenda

Monday, January 23, 2023

6:00 PM

Special Meeting

Cocoa City Council Chambers

Diamond Square RDA

I. CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA AND MINUTES:**AGENDA:**

- 23-51 Request Agency Approval of the Diamond Square Community Redevelopment Agency Agenda for the Special Meeting on January 23, 2023, either as is or with amendments.

Attachments: 1-23-23 Short Agenda ..pdf

MINUTES:

- 23-52 Request Agency Approval of the Minutes from the December 19, 2022, Diamond Square Community Redevelopment Agency meeting, either as written or with amendments.

Attachments: DSCRA Minutes 12-19-22 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. 23-53 Staff is requesting Agency approval for an application for the agency's Paint grant Program in an amount not to exceed \$1,000 for the property located at 118 Aurora Street, Cocoa and authorize the City Manager to execute a Paint Grant Agreement.

Attachments: 118 Aurora St Applicatioan Burse, A.pdf

2. 22-729 Request Agency Approval of the updated, revised applications for the DS CRA Paint Grant and the DS CRA Beautification Grant.

Attachments: [Residential-Paint-guidelines-and-application-2022 edits.pdf](#)
[Beautification-guidelines-and-application-2022 edits.pdf](#)
[Stephenson's Landscaping Florida Friendly FORM.xlsx](#)

VI. ATTORNEY'S REPORT:

VII. UPDATES AND STAFF REPORTS:

VIII. NEXT MEETING DATE:

The next regularly scheduled meeting of the Diamond Square Redevelopment Agency will be on Monday, March 20, 2023 beginning with a workshop at 5:00 pm and the Meeting 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.



Legislation Details (With Text)

File #: 23-51 **Version:** 1 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 1/12/2023 **In control:** Diamond Square RDA
On agenda: 1/23/2023 **Final action:**
Title: Request Agency Approval of the Diamond Square Community Redevelopment Agency Agenda for the Special Meeting on January 23, 2023, either as is or with amendments.
Sponsors:
Indexes:
Code sections:
Attachments: [1-23-23 Short Agenda ..pdf](#)

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

Memo Date: January 12, 2023
Agenda Date: January 23, 2023
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Department Director
Requested Action:
Request Agency Approval of the Diamond Square Community Redevelopment Agency Agenda for the Special Meeting on January 23, 2023, either as is or with amendments.

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 Diamond Square Community Redevelopment Agency Agenda for the Special Meeting on January 23, 2023, either as is or with amendments.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

Tracy Moore
Chairperson

Larry Brown-
Vice Chair
Appointed by
Brevard County

Ed Jones
Board Member

Amy Robinson
Board Member

Jackie Isom
Board Member

Marilyn Ross-Smith
Board Member

Crystal McQueen
Board Member

SPECIAL MEETING AGENDA

DATE: Monday, Jan. 23, 2023
TIME: 6:00 p.m

Location: City of Cocoa, Council Chambers
65 Stone Street, Cocoa

I. CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA & MINUTES

AGENDA: Special Meeting of January 23, 2023

III. MINUTES: Regular Meeting of December 19, 2022

DELEGATIONS:

IV. PRESENTATION:

V. ACTION ITEMS

1. Staff is requesting Agency approval for an application for the agency's Paint Grant Program in an amount not to exceed \$1,000 for the property located at 118 Aurora St., Cocoa Fl and authorize the City Manager to execute a Paint Program Agreement.

2. Request Agency Approval for the Diamond Square CRA Beautification and Paint Grant Updated Applications.

VI. ATTORNEY'S REPORT:

VII. UPDATES AND STAFF REPORTS:

1. Update on 1205 Count Street, discussion with Code Enforcement Manager, Dennis Bunt.

2. At the request of Agency Members, a Workshop will be held prior to the regular meeting on March 20 and will begin at 5:00 pm in City Chambers.

VIII. NEXT MEETING DATE: March 20, 2023, 6:00 pm. The meeting will be held at City of Cocoa, City Hall located at 65 Stone Street, Cocoa in City Council Chambers.

IX. ADJOURNMENT



Legislation Details (With Text)

File #:	23-52	Version:	1	Name:	
Type:	Minutes	Status:		Agenda Ready	
File created:	1/12/2023	In control:		Diamond Square RDA	
On agenda:	1/23/2023	Final action:			
Title:	Request Agency Approval of the Minutes from the December 19, 2022, Diamond Square Community Redevelopment Agency meeting, either as written or with amendments.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	DSCRA Minutes 12-19-22 Final.pdf				

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

Memo Date: January 12, 2023
Agenda Date: January 23, 2023
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Department Director
Requested Action:
Request Agency Approval of the Minutes from the December 19, 2022, Diamond Square Community Redevelopment Agency meeting, either as written or with amendments.

BACKGROUND:

Agency Members approve the minutes at the beginning of the meeting, either as written or with amendments.

BUDGETARY IMPACT:

None

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Request Agency Approval of the Minutes from the December 19, 2022, Diamond Square Community Redevelopment Agency meeting, either as written or with amendments.



Legislation Details (With Text)

File #:	23-53	Version:	1	Name:	
Type:	Agenda	Status:		Agenda Ready	
File created:	1/12/2023	In control:		Diamond Square RDA	
On agenda:	1/23/2023	Final action:			
Title:	Staff is requesting Agency approval for an application for the agency's Paint grant Program in an amount not to exceed \$1,000 for the property located at 118 Aurora Street, Cocoa and authorize the City Manager to execute a Paint Grant Agreement.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	118 Aurora St Application Burse, A.pdf				

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

Memo Date: January 12, 2023
Agenda Date: January 23, 2023
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Department Director
Requested Action:

Staff is requesting Agency approval for an application for the agency's Paint grant Program in an amount not to exceed \$1,000 for the property located at 118 Aurora Street, Cocoa and authorize the City Manager to execute a Paint Grant Agreement.

BACKGROUND:

Since 1998, the objective of the Diamond Square Community Redevelopment Agency (CRA) Plan has been to leverage the neighborhood's existing assets to support the revitalization of the area and remove the blighting influences identified in the original "Finding of Necessity" study. Over the past, the City and the CRA have invested substantially in upgrading infrastructure, removing blighted structures, assembling land and funding façade improvements.

The Plan update in 2014 was created to build on prior years serving as a guide to implement the community's vision through refocusing on the roles, priorities and connections of the CRA and with other organizations. The update was intended to support desired growth and development in order to stimulate private investment and enhance community identity.

The Paint Grant Program has budgeted funds in the FY 2023 budget to award grants throughout the fiscal year. Applicants are subject to availability of funds which are awarded on a first come, first-serve basis to homeowners meeting all Program eligibility requirements. The program eligibility requirements are as follows:

- Applicant/homeowner must reside in the home requesting participation in the program.
- Home shall have no existing code violations and the owner shall not be name in any outstanding code enforcement liens.

BUDGETARY IMPACT:

Budgeted yes
Account Number 111-3230-559.83-00
Account Name Other Grants & Aids

Source of Funds: Diamond Square CRA__

PREVIOUS ACTION:

June, 2021, the Diamond Square CRA approved the Residential Paint Grant Program and the Residential Beautification Grant Program, similar to the CRA's Commercial Façade Grant in an effort to support the plan's goal of raising value and perception of the Diamond Square and to encourage area spending and homeowner investment (*Objective 3.6*) and the development of community partnerships to grow in ways to further benefit the Diamond Square Community (*Objective 5.3*).

RECOMMENDED MOTION:

Staff is requesting Agency approval for an application for the agency's Paint grant Program in an amount not to exceed \$1,000 for the property located at 118 Aurora St, Cocoa and authorize the City Manager to execute a Paint Grant Agreement.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

65 Stone Street Cocoa,
FL 32922
(321) 433-8577 (phone)

DIAMOND SQUARE COMMUNITY REDEVELOPMENT AGENCY

RESIDENTIAL PAINTING PROGRAM GUIDELINES AND APPLICATION



Residential Paint Program Guidelines

I. Purpose

The Diamond Square Community Redevelopment Residential Paint Program (hereinafter the "Program") was established by the Diamond Square Community Redevelopment Agency (the "CRA") to encourage residents of the Diamond Square area to improve the exterior of their residences, thereby reducing blight conditions and improving the aesthetics of the community. Through the Diamond Square Redevelopment Plan the CRA is authorized to "support and encourage improved appearance and design of both public and private projects. Strategies may include, but are not limited to, developing design guidelines, providing design assistance, facade grant and/or paint programs, incentives, and partnerships with both the public and private sector." The Program allows eligible applicants to share with the CRA the cost of painting an existing residential property within the Diamond Square Redevelopment Area.

II. Availability of Funds

This Program is subject to the availability of funds in the CRA's Diamond Square Redevelopment Area. If such funds are available and allocated to this Program, the funds will be awarded on a first-come, first-serve basis to home owners meeting all Program guidelines. Up to \$1,000.00 that include pressure washing, paint and paint supplies to be awarded per approved project. The recipient shall be responsible for painting and any additional costs associated with the project. The CRA reserves sole discretion in the review of applications and in awarding funds under this Program.

III. Eligibility

The residential dwelling (hereinafter the "Home") must be located within the Diamond Community Redevelopment Area.

1. The Applicant/Home Owner must reside in the Home requesting participation in the Paint Program.
2. The Home shall have no existing code violations and the owner shall not be named in any outstanding code enforcement liens.
3. The project shall consist of painting the exterior of the Home. Interior painting projects are not eligible. Current members of the CRA or City Staff are not eligible. The exterior of the Home will be pressure washed by a contractor after the application is approved. CRA staff will verify completion of the pressure washing.
4. Applications may be considered according to an "application cycle" established by the CRA.

IV. Applicant Requirements/Program Process

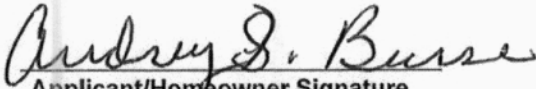
1. The applicant must obtain and submit a completed CRA Paint Program application to CRA staff with all required attachments.
2. Within 30 business days the CRA staff will review the application and notify the applicant, in writing, of its approval, denial for failure to meet Program requirements or to request missing or additional information needed to complete review.
3. The CRA will have the exterior pressure washed upon completion and CRA approval of application and prior to purchase of Paint and paint supplies.
4. The application must include the chosen color scheme for both the building and trim and color photographs of the exterior of the existing Home ("before" photos). Recommended color palettes are available upon request from the CRA.
5. Upon application approval, the applicant will consult with CRA staff and a representative from a CRA approved paint supply company to determine what paint and paint supplies will be sufficient in order to complete an industry-standard paint job.

6. Upon selection and transfer of paint and supplies to the applicant, the CRA will issue payment directly to the paint supply company.
7. Work must commence on the project within 30 days of the applicant's receipt of the paint and paint supplies. All work must be complete within 60 days from the commencement date.
8. Upon completion of the work, the applicant must contact the CRA staff to arrange a completion inspection. All work will be inspected by the CRA after completion of the project for the limited purpose of verifying the work was completed in accordance with these guidelines. In the event completed work is not in compliance of the guidelines, CRA will notify the applicant of non-compliance within 15 days.

V. CRA Limit of Liability

The CRA's liability under this Program shall be solely limited pressure washing and to the purchase of paint and paint supplies in an amount not to exceed \$1,000.00, approved in advance by the CRA for work completed in accordance with these guidelines, as evidenced by an executed Affidavit of Completion. The CRA expressly disclaims any other liability, warranty or guarantee, express or Implied.

Applicant must sign acknowledging receipt of the Program Guidelines.


Applicant/Homeowner Signature

10-24-22
Date

DIAMOND SQUARE COMMUNITY
REDEVELOPMENT AGENCY

Date

APPLICANT INFORMATION

Applicant/Name: Audrey S. Burre Drivers License # 

Home Address: 118 Aurora St. Cocoa, FL 32922
Street City State Zip Code

Telephone: 321-877-4076 E-Mail: _____

Initial box:

☒ I am the building owner and have attached proof of ownership such as recorded deed or recent property tax bill.

Exterior Paint for Walls and Trim:

1350 square feet of home Colors shown in
photos.
_____ Color Selection - Walls
_____ Color Selection - Trim

You must attach color photographs of the existing building showing all exterior sides of the building.

ACKNOWLEDGMENTS AND SIGNATURES

By signing and submitting this application, I attest and certify that and acknowledge that:

1. I/we have been provided a copy of and have read, understand and will comply with the Diamond Square Residential Paint Program Guidelines.
2. I certify that I am both the Applicant and Homeowner.
3. I/we understand the Home must be located in the Diamond Square Redevelopment Area to be eligible.
4. The Home has no existing code violations and the Home Owner is not named in any outstanding code enforcement liens.
5. I/we understand that the exterior of the Home will be pressure-washed by an approved contractor determined by the CRA before receiving the paint and paint supplies.
6. Upon application approval, the Applicant will consult with CRA staff and a representative from a CRA-approved paint supply company to determine what paint and supplies will be sufficient in order to complete an Industry-standard paint job.
7. I/we understand that work must commence on the project within 30 days of receipt of the paint and paint supplies. I/we understand that all work must be complete within 60 days of receipt of the paint and supplies.
8. I/we understand that the CRA will provide pressure washing, paint and paint supplies in an amount not to exceed \$1,000.00 to be used to paint the exterior residential structure listed on the application, and that I/we are responsible for labor and any other costs or overages.
9. I/we further understand that failure to comply with the Guidelines will result in ineligibility to participate in this Program.
10. I/we understand that the CRA's liability under this Program shall be solely limited to pressure washing and the purchase of paint and paint supplies in an amount not to exceed \$1,000.00.
11. I/we further understand that the CRA expressly disclaims any other liability, warranty or guarantee, express or implied, for the work completed by the applicant.
12. Upon completion of the project and final inspection by the CRA, I/we agree to execute an Affidavit of Completion with the CRA.
13. I/we understand that approval under this Program does not constitute a permit or approval of the City and that the Home Owner is responsible for obtaining such permits, if required, by the City or any other governmental entity.
14. I/we understand that the CRA does not discriminate on the basis of race, color, gender, age religion, national origin, marital status, sexual orientation, gender identity, or disability (protected characteristics) and will not tolerate any such discrimination by or against its employees or citizens utilizing CRA programs.
15. I/we understand that the presence of any lead-based paint and the abatement of such is the sole responsibility of the Applicant/Home Owner and the CRA disclaims any liability, warranty or guarantee, related to the presence of lead-based paint on the Building.
16. I/we understand that applications may be considered according to an "application cycle" established by the CRA.
17. I/we certify that all information in the application, and all information furnished in support of this application, is true and complete to the best of my/our knowledge and belief.
18. I/we understand that I/we have a continuing obligation to inform the CRA (in writing) of any changes to the information provided in this application.
19. I/we understand that verifications of this information may be obtained or made by the CRA.
20. If approved by the CRA Manager in Section V below, this application shall constitute a binding agreement between the CRA, the Applicant and the Building Owner.

Audrey Smith Burs
Signature of Applicant/Home Owner

Oct 24, 2022
Date

STATE OF Florida, COUNTY OF Brevard

The foregoing instrument was acknowledged before me this 24th day of Oct, 2022,

by Audrey Smith Burs, who is personally known to me or who has produced
Florida ID Card as identification

Notary Public, State of Florida Affix Stamp

Janerise Stone, Notary



Return complete application by mail or in person to:
Diamond Square Community Redevelopment Agency
ATTN: DS Residential Paint Program
65 Stone Street
Cocoa, FL 32922

LISA CULLEN, CFC
BREVARD COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
2021 REAL ESTATE

TAX ACCOUNT NUMBER	ESCROW CD	MILLAGE CODE
2424581		23D0

Pay your taxes online at www.brevardtc.com

118 AURORA ST COCOA
PINE GROVE PARK, REPLAT OF PT BLK
5 LOT 8



112
6 - 35000

BURSE, AUDREY
118 AURORA ST
COCOA FL 32922-8602

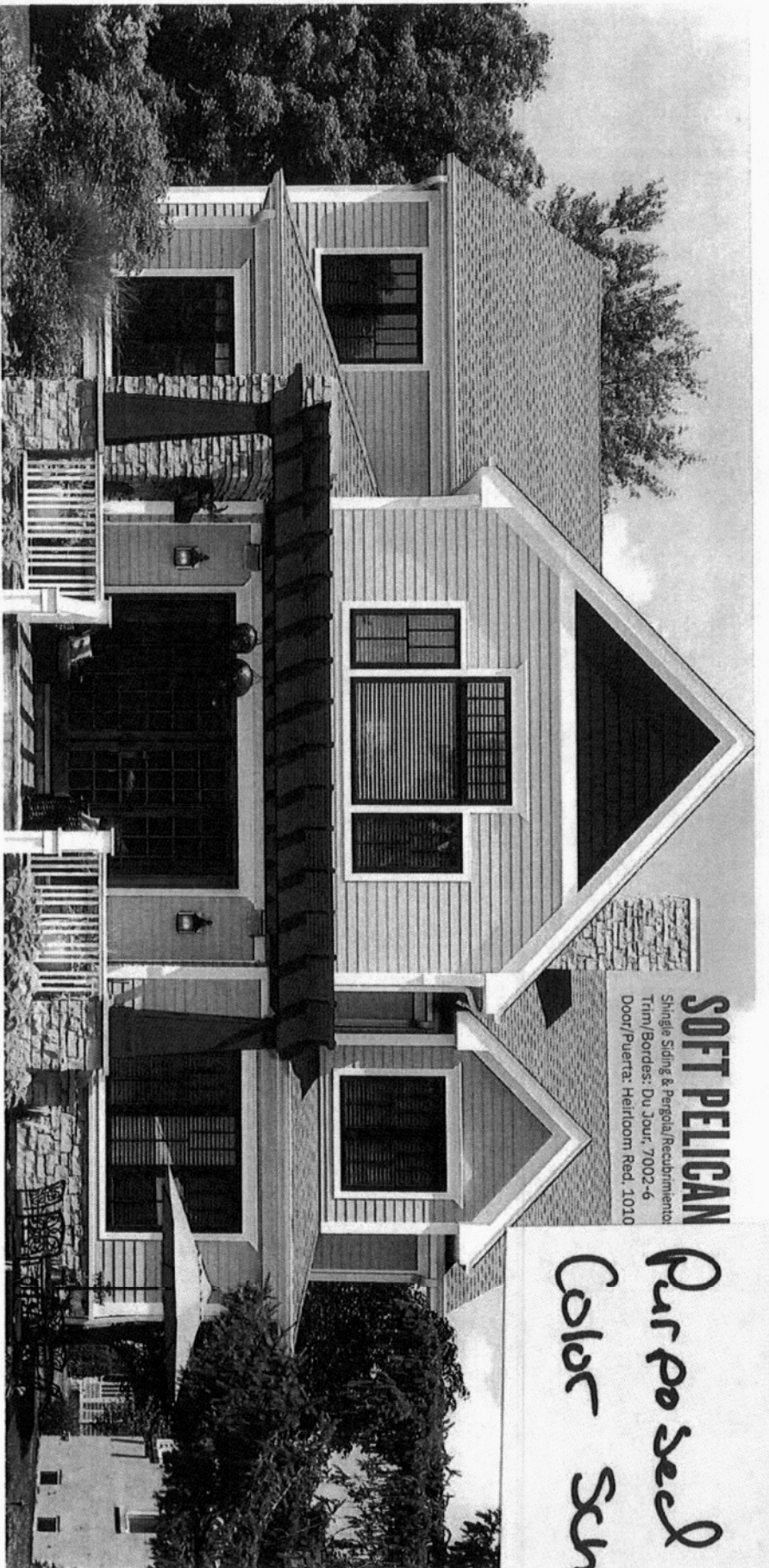


AD VALOREM TAXES					
TAXING AUTHORITY	MILLAGE RATE	ASSESSED VALUE	EXEMPTION	TAXABLE VALUE	TAXES LEVIED
COUNTY GENERAL FUND	3.5661	39,740	25,000	14,740	52.56
BREVARD LIBRARY DISTRICT	0.4118	39,740	25,000	14,740	6.07
BREVARD MOSQUITO CONTROL	0.1669	39,740	25,000	14,740	2.46
RECREATION DISTRICT 4 - MAINT	0.6193	39,740	25,000	14,740	9.13
TI-CO AIRPORT AUTHORITY	0.0000	39,740	25,000	14,740	0.00
SCHOOL - BY STATE LAW	3.6020	39,740	25,000	14,740	53.09
SCHOOL - BY LOCAL BOARD	0.7480	39,740	25,000	14,740	11.03
SCHOOL - CAPITAL OUTLAY	1.5000	39,740	25,000	14,740	22.11
CITY OF COCOA	6.4532	39,740	25,000	14,740	95.12
ST JOHNS RIVER WATER MGMT DST	0.2189	39,740	25,000	14,740	3.23
FLA INLAND NAVIGATION DIST	0.0320	39,740	25,000	14,740	0.47
ENV END LD/WTR LTD 05-24	0.0571	39,740	25,000	14,740	0.84
ENV END LD/WTR LTD(DBTP) 05-24	0.0488	39,740	25,000	14,740	0.72
TOTAL MILLAGE					17.4241
AD VALOREM TAXES					\$256.83
NON-AD VALOREM ASSESSMENTS					
LEVYING AUTHORITY	RATE				AMOUNT
115 STORMWATER COCOA					126.10
158 SOLID WASTE DISPOSAL					57.00
167 FIRE SERVICES - COCOA					228.76
NON-AD VALOREM ASSESSMENTS					\$411.86
PAY ONLY ONE AMOUNT IN BOXES BELOW					
If Paid By Please Pay	Nov 30, 2021 \$641.94	Dec 31, 2021 \$648.63	Jan 31, 2022 \$655.32	Feb 28, 2022 \$662.00	Mar 31, 2022 \$668.69

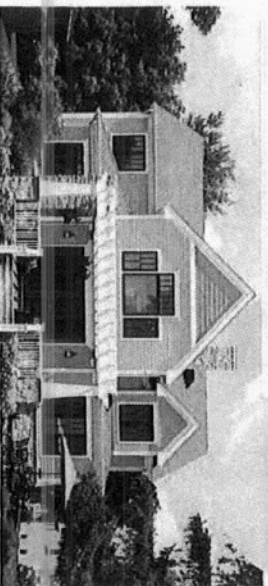
SOFT PELICAN

Shingle Siding & Pergola/Reclimientos:
Trim/Bordes: Du Jour, 7002-6
Door/Puerta: Heirloom Red, 1010

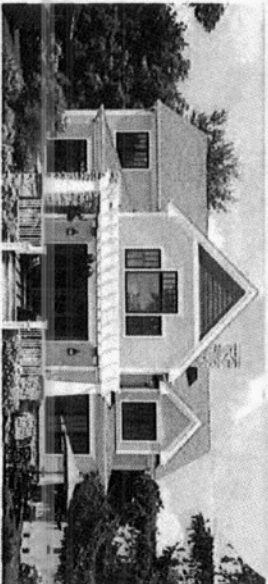
Purple Seed
Color Scheme



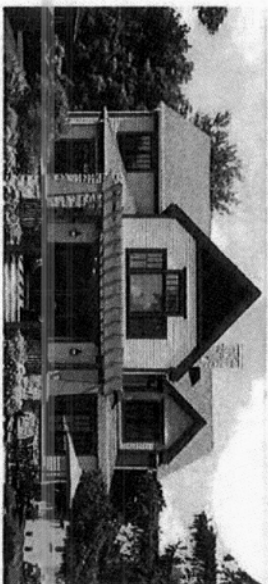
Shingle Siding/Reclimientos para tejas: Sparkling Sage, 5005-33
Trim/Bordes: Freshwater Pearls, 8007-6G
Door/Puerta: Semi-Sweet, 4003-2C



Shingle Siding/Reclimientos para tejas: Leather Satchel, 3003-78
Trim/Bordes: Statuesque, 7002-5
Door/Puerta: Soft Panther, 8006-12F



Shingle Siding/Reclimientos para tejas: Catch of the Day, 8005-2F
Trim/Bordes: Catch of the Day, 8005-2F
Pergola/Pergola: Blanched Thyme, 5001-4A



Current Color
Scheme











Legislation Details (With Text)

File #:	22-729	Version:	1	Name:	
Type:	Agenda	Status:		Agenda Ready	
File created:	12/5/2022	In control:		Diamond Square RDA	
On agenda:	12/19/2022	Final action:			
Title:	Request Agency Approval of the updated, revised applications for the DS CRA Paint Grant and the DS CRA Beautification Grant.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Residential-Paint-guidelines-and-application-2022 edits.pdf Beautification-guidelines-and-application-2022 edits.pdf Stephenson's Landscaping Florida Friendly FORM.pdf				

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

Memo Date: December 5, 2022
Agenda Date: December 19, 2022
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Department Director
Requested Action:
Request Agency Approval of the updated, revised applications for the DS CRA Paint Grant and the DS CRA Beautification Grant.

BACKGROUND:

Similar to the CRA's Commercial Façade Grant Program, the Residential Paint Grant Program and the Residential Beautification Grant Program has been successful for the Diamond Square CRA. In an effort to support the plan's goal of raising the value and perception of Diamond Square and to encourage area spending and homeowner investment, these programs were created. They allow eligible applicants to receive up to \$1,000 of paint supplies and pressure washing and/or up to \$500.00 for landscaping supplies for an existing residential property within the Diamond Square Redevelopment Area.

Staff has made some minor updates to the applications and program guidelines in an effort to clarify/emphasize some of the guidelines and for ease of reading. None of the eligibility requirements or other legal language in the document have been changed. Attached to this agenda item are copies of each application showing the updates.

The program is currently budgeted in the Fiscal Year 2023 budget for \$20,000 for the paint grant and

\$10,000 for the beautification grant program. Applications are subject to availability of funds which are awarded on a first-come, first-serve basis to homeowners meeting all Program guidelines.

Staff is requesting direction on the noted changes to the applications and approval of the final applications to post for future applicants.

BUDGETARY IMPACT:

N/A

PREVIOUS ACTION:

The Diamond Square CRA approved the Paint Grant Application and the Beautification Grant Application at their June 21, 2021 meeting.

RECOMMENDED MOTION:

Request Agency Approval of the updated, revised applications for the DS CRA Paint Grant and the DS CRA Beautification Grant.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

65 Stone Street Cocoa,
FL 32922
(321) 433-8577 (phone)

DIAMOND SQUARE COMMUNITY REDEVELOPMENT AGENCY

RESIDENTIAL PAINTING PROGRAM GUIDELINES AND APPLICATION



I. Purpose

The Diamond Square Community Redevelopment Residential Paint Program (hereinafter the "Program") was established by the Diamond Square Community Redevelopment Agency (the "CRA") to encourage residents of the Diamond Square area to improve the exterior of their residences, thereby reducing blight conditions and improving the aesthetics of the community. Through the Diamond Square Redevelopment Plan the CRA is authorized to "support and encourage improved appearance and design of both public and private projects. Strategies may include, but are not limited to, developing design guidelines, providing design assistance, facade grant and/or paint programs, incentives, and partnerships with both the public and private sector." The Program allows eligible applicants to share with the CRA the cost of painting an existing residential property within the Diamond Square Redevelopment Area.

II. Availability of Funds

This Program is subject to the availability of funds in the CRA's Diamond Square Redevelopment Area. If such funds are available and allocated to this Program, the funds will be awarded on a first-come, first-serve basis to home owners meeting all Program guidelines. Up to \$1,000.00 that include pressure washing, paint and paint supplies to be awarded per approved project. The recipient shall be responsible for painting and any additional costs associated with the project. The CRA reserves sole discretion in the review of applications and in awarding funds under this Program.

III. Eligibility

The residential dwelling (hereinafter the "Home") must be located within the Diamond Community Redevelopment Area.

1. The Applicant/Home Owner must reside in the Home requesting participation in the Paint Program.
2. The Home shall have no existing code violations and the owner shall not be named in any outstanding code enforcement liens.
3. **The home must have homestead exempt tax status.**
4. The project shall consist of painting the exterior of the Home. Interior painting projects are not eligible. Current members of the CRA or City Staff are not eligible. The exterior of the Home will be pressure washed by a contractor after the application is approved. CRA staff will verify completion of the pressure washing.
5. Applications may be considered according to an "application cycle" established by the CRA.

IV. Applicant Requirements/Program Process

1. The applicant must obtain and submit a completed CRA Paint Program application to CRA staff with all required attachments:
 - a. Proof of home ownership.
 - b. Colored photographs of all sides of the Home (before photos).
2. Within 30 business days the CRA staff will review the application and notify the applicant, in writing, of its approval, denial for failure to meet Program requirements or to request missing or additional information needed to complete review.
3. The CRA will have the home exterior pressure washed upon completion and after CRA approval of application and prior to selection and purchase of Paint and paint supplies.
4. The application must include the chosen color scheme for both the building and trim.
5. Upon Application Approval, recipient will work with the Painting Vendor for specific color palate selections. ~~Recommended color palettes are available upon request from the CRA.~~
- ~~6. Upon application approval, the applicant will consult with CRA staff and a representative from a CRA-approved paint supply company to determine what paint and~~ and for paint supplies that will be sufficient in order to complete an industry-standard paint job.

6. Upon selection and transfer of paint and supplies to the applicant, the CRA will issue payment directly to the paint supply company.
7. Work must commence on the project within 30 days of the applicant's receipt of the paint and paint supplies. All work must be complete within 60 days from the commencement date. Commencement Date begins upon the approval of the application by the DSCRA Board.
8. Upon completion of the work, the applicant must contact the CRA staff to arrange a completion inspection. All work will be inspected by the CRA after completion of the project for the limited purpose of verifying the work was completed in accordance with these guidelines. In the event completed work is not in compliance of the guidelines, CRA will notify the applicant of non-compliance within 15 days.

V. CRA Limit of Liability

The CRA's liability under this Program shall be solely limited pressure washing and to the purchase of paint and painting supplies in an amount not to exceed \$1,000.00, approved in advance by the CRA for work completed in accordance with these guidelines, as evidenced by an executed Affidavit of Completion. The CRA expressly disclaims any other liability, warranty or guarantee, express or Implied.

Applicant must sign acknowledging receipt of the Program Guidelines.

Homeowner Signature

Date

**Diamond Square Community
Redevelopment Agency Representative**

Date

APPLICANT INFORMATION

Applicant/Name: _____ Drivers License # _____

Home Address: _____
Street City State Zip Code

Telephone: _____ E-Mail: _____

Initial boxes:

☐ I am the building owner and have attached proof of ownership such as recorded deed or recent property tax bill.

☐ I live in the home at the address given above.

Exterior Paint for Walls and Trim:

_____ square feet of home

_____ Color Selection - Walls

_____ Color Selection - Trim

You must attach color photographs of the existing building showing all exterior sides of the building.

Paint Grant Program Affidavit:

Removed We

By signing and submitting this application, I attest and certify that and acknowledge that:

1. I have been provided a copy of and have read, understand and will comply with the Diamond Square Residential Paint Program Guidelines.
2. I certify that I am both the Applicant and Homeowner.
3. I certify that I live in the home.
4. I understand the Home must be located in the Diamond Square Redevelopment Area to be eligible.
5. I attest the Home has no existing code violations and the Home Owner is not named in any outstanding code enforcement liens.
6. The home has homestead exempt tax status.
7. I understand that the exterior of the Home will be pressure-washed by an approved contractor determined by the CRA before receiving the paint and paint supplies.
8. Upon application approval, the Recipient will consult with CRA staff and/or a paint supply representative to determine what paint and supplies will be sufficient in order to complete an Industry-standard paint job.
9. I understand that work must commence on the project within 15 days of receipt of the paint and paint supplies.
10. I understand that all work must be complete within 60 days of ~~receipt of the paint and supplies~~ the grant commencement date.
11. I understand the Commencement Date is the date of the application approval by the DSCRA.
12. I understand that the CRA will provide pressure washing, paint and paint supplies in an amount not to exceed \$1,000.00 to be used to paint the exterior residential structure listed on the application, and that I am responsible for labor and any other costs or overages.
13. I further understand that failure to comply with the Guidelines will result in ineligibility to participate in this Program.
14. I understand that the CRA's liability under this Program shall be solely limited to pressure washing and the purchase of paint and paint supplies in an amount not to exceed \$1,000.00.
15. I further understand that the CRA expressly disclaims any other liability, warranty or guarantee, express or implied, for the work completed by the applicant.
16. Upon completion of the project, ~~and final inspection by the CRA, I agree to execute an Affidavit of Completion with the CRA. I agree to notify the DSCRA/Staff member of completion of the painting.~~
17. ~~I/we understand that approval under this Program does not constitute a permit or approval of the City and that the homeowner is responsible for obtaining such permits, if required, by the City or any other governmental entity.~~
18. I understand that the CRA does not discriminate on the basis of race, color, gender, age religion, national origin, marital status, sexual orientation, gender identity, or disability (protected characteristics) and will not tolerate any such discrimination by or against its employees or citizens utilizing CRA programs.
19. I understand that the presence of any lead-based paint and the abatement of such is the sole responsibility of the Applicant/Home Owner and the CRA disclaims any liability, warranty or guarantee, related to the presence of lead-based paint on the Building.
20. I understand that applications may be considered according to an " application cycle" established by the CRA.
21. I certify that all information in the application, and all information furnished in support of this application, is true and complete to the best of my/our knowledge and belief.
22. I understand that I have a continuing obligation to inform the CRA (in writing) of any changes to the information provided in this application.
23. I understand that verifications of this information may be obtained or made by the CRA.
24. If approved by the CRA Manager in Section V below, this application shall constitute a binding agreement between the CRA, the Applicant and the Building Owner

Signature of Homeowner

Date

STATE of _____, COUNTY OF _____. The foregoing instrument was acknowledged before me this _____ day of _____, 20____, BY _____ who is personally known to me or who has produced _____ as identification.

Notary Public, State of _____ **Affix Stamp:**

Return complete application by mail or in person to:
Diamond Square Community Redevelopment Agency
ATTN: DS Residential Paint Program
65 Stone Street
Cocoa, FL 32922



DIAMOND SQUARE

REDEVELOPMENT AGENCY

65 Stone Street Cocoa,
FL 32922
(321) 433-8577 (phone)

DIAMOND SQUARE COMMUNITY REDEVELOPMENT AGENCY

RESIDENTIAL BEAUTIFICATION PROGRAM GUIDELINES AND APPLICATION



I. Purpose

The Diamond Square Community Redevelopment Residential Beautification Program (hereinafter the "Program") was established by the Diamond Square Community Redevelopment Agency (the "CRA") to encourage residents of the Diamond Square area to improve the exterior of their residences, thereby reducing blight conditions and improving the aesthetics of the community. Through the Diamond Square Redevelopment Plan the CRA is authorized to "support and encourage improved appearance and design of both public and private projects. Strategies may include, but are not limited to, developing design guidelines, providing design assistance, facade grant and/or paint programs, incentives, and partnerships with both the public and private sector." The Program allows eligible applicants to share with the CRA the cost of landscaping supplies for an existing residential property within the Diamond Square Redevelopment Area.

II. Availability of Funds

This Program is subject to the availability of funds in the CRA's Diamond Square Redevelopment Area. If such funds are available and allocated to this Program, the funds will be awarded on a first-come, first-serve basis to home owners meeting all Program guidelines. Up to \$500.00 for selected landscaping supplies will be awarded per approved project. The recipient shall be responsible for the planting and all additional costs associated with the project. The CRA reserves sole discretion in the review of applications and in awarding funds under this Program. The intent of this grant is to support and encourage improved appearance and therefore, the DSCRA may not approve all applicants.

III. Eligibility

The residential dwelling (hereinafter the "Home") must be located within the Diamond Square Community Redevelopment Area.

1. The Home Owner must reside in the Home requesting participation in the Beautification Program.
2. The Home shall have no existing code violations and the owner shall not be named in any outstanding code enforcement liens.
3. The home must have homestead exempt tax status.
4. The project shall consist of landscaping supplies outside of the Home (i.e., ground cover, bushes, mulch). Current members of the CRA or City Staff are not eligible.
1. Applications may be considered according to an "application cycle" established by the CRA.
~~whereby the application process will be open only to residents.~~

IV. Applicant Requirements/Program Process

1. The applicant must obtain and submit a completed Diamond Square CRA Beautification Program application to CRA staff with all required attachments:
 - a. Proof of home ownership.
 - b. Colored photographs of the area to be landscaped.
2. Within 30 business days the CRA staff will review the application and notify the applicant, in writing, of its approval, denial for failure to meet Program requirements or to request missing or additional information needed to complete review.
3. All plantings must be in the front of the home and within street-view.
4. All plantings must be "Florida Friendly", shrubs or bushes ("Florida Friendly" is defined as 'quality landscapes that conserve water, protect the environment, are adaptable to local conditions, and are drought tolerant.)
 - a. The Landscaper has provided a Materials List for Application Recipients to select from. That list is included with the application. Recipient will work with the Landscaper to select appropriate plantings and arrange for delivery. **NOTE: (This removes the requirement to write down their plant choices, as many recipients don't know exactly the names and tend to work more with the landscaper choosing from the Materials List Form).**

5. After selection and delivery of shrubs/plants/bushes, the CRA will issue payment directly to the landscaping company.
6. Work must commence on the project within 15 days of the applicant's receipt of the landscaping supplies. All work must be completed within 60 days from the commencement date. Commencement Date begins upon the approval of the application by the DSCRA Board.
7. Upon completion of the work, the applicant must contact the CRA staff to arrange a completion inspection. All work will be inspected by the CRA after completion of the project for the limited purpose of verifying the work was completed in accordance with these guidelines. In the event completed work is not in compliance of the guidelines, CRA will notify the applicant of non-compliance within 15 days.

V. CRA Limit of Liability

The CRA's liability under this Program shall be solely limited to the purchase of landscaping supplies in an amount not to exceed \$500.00, approved in advance by the CRA for work completed in accordance with these guidelines, as evidenced by an executed Affidavit of Completion. The CRA expressly disclaims any other liability, warranty or guarantee, express or Implied.

Applicant must sign acknowledging receipt of the Program Guidelines.

Homeowner Signature

Date

**Diamond Square Community
Redevelopment Agency Representative**

Date

APPLICANT INFORMATION

Applicant/Name: _____ Drivers License # _____

Home Address: _____
Street City State Zip Code

Telephone: _____ E-Mail: _____

Initial boxes:

☐ I am the building owner and have attached proof of ownership such as recorded deed or recent property tax bill.

☐ I live in the home at the address given above.

"Florida Friendly" Shrubs / bushes ~~Name(s):~~

All plantings must be "Florida Friendly", shrubs or bushes ("Florida Friendly" is defined as 'quality landscapes that conserve water, protect the environment, are adaptable to local conditions, and are drought tolerant.')

- a. The Landscaper has provided a Materials List for Application Recipients to select from.
That list is included with the application. Recipient will work with the Landscaper to
select appropriate plantings and arrange for delivery.

If requesting mulch, indicate here what color - Circle one: Brown, Black or Red

You must attach color photographs of the existing home showing all exterior sides of the building.

Please indicate on the photographs the location of the plantings.

Beautification Grant Program Affidavit:**Removed We**

By signing and submitting this application, I attest and certify that:

1. I have been provided a copy of and have read, understand and will comply with the Diamond Square Residential Beautification Program Guidelines.
2. I certify that I am the Applicant and Homeowner.
3. **I certify that I live in the home.**
4. I understand the Home must be located in the Diamond Square Redevelopment Area to be eligible.
5. I attest that the Home has no existing code violations and the Home Owner is not named in any outstanding code enforcement liens.
6. **The home has homestead exempt tax status.**
7. Upon application approval, the Applicant will consult with CRA staff and/or a representative from a CRA approved landscaping supply company to discuss and place an order and to complete an Industry-standard job.
8. I understand that work must commence on the project within 15 days of receipt of the landscaping supplies.
9. **I understand that all work must be completed within 60 days of grant commencement.**
10. **I understand that Commencement Date is the date of application approval by the DSCRA.**
11. **I understand that the CRA will provide landscaping supplies in an amount not to exceed \$500.00 to be used for landscaping the exterior residential structure listed on the application, and that I am responsible for labor and any other costs or overages.**
12. I further understand that failure to comply with the Guidelines will result in ineligibility to participate in this Program.
13. **I understand that all landscaping will be in the front of the home or within "street view".**
14. I understand that the CRA's liability under this Program shall be solely limited the purchase of landscaping supplies in an amount not to exceed \$500.00.
15. I further understand that the CRA expressly disclaims any other liability, warranty or guarantee, express or implied, for the work completed by the applicant.
16. Upon completion of the project, ~~and final inspection by the CRA, I agree to execute an Affidavit of Completion with the CRA.~~
~~I agree to notify the DSCRA/Staff member of completion of the plantings.~~
17. ~~I understand that approval under this Program does not constitute a permit or approval of the City and that the Home Owner is responsible for obtaining such permits, if required, by the City or any other governmental entity.~~
18. I understand that the CRA does not discriminate on the basis of race, color, gender, age religion, national origin, marital status, sexual orientation, gender identity, or disability (protected characteristics) and will not tolerate any such discrimination by or against its employees or citizens utilizing CRA programs.
19. I understand that the presence of any lead-based paint and the abatement of such is the sole responsibility of the Applicant/Home Owner and the CRA disclaims any liability, warranty or guarantee, related to the presence of lead-based paint on the Building.
20. I understand that applications may be considered according to an " application cycle" established by the CRA.
21. I certify that all information in the application, and all information furnished in support of this application, is true and complete to the best of my/our knowledge and belief.
22. I understand that I have a continuing obligation to inform the CRA (in writing) of any changes to the information provided in this application.
23. I understand that verifications of this information may be obtained or made by the CRA.
24. If approved by the CRA Manager in Section V below, this application shall constitute a binding agreement between the CRA and the Applicant/Home Owner.

Signature of Homeowner

Date

STATE OF _____, COUNTY OF _____. The foregoing instrument was acknowledged
before me this ____ day of _____, 20____, BY _____
who is personally known to me or who has produced _____ as identification.

Notary Public, State of _____ Affix Stamp:

Return complete application by mail or in person to:
Diamond Square Community Redevelopment
Agency ATTN: DS Residential Beautification Program
65 Stone Street
Cocoa, FL 32922

MATERIALS ORDER FORM

DATE	
HOMEOWNER NAME	
ADDRESS	
PHONE NUMBER	
EMAIL ADDRESS	

QUANTITY	PLANT COMMON NAME	PRICE	TOTAL
	GROUND COVERS 1 GAL.		
	ALOE -BARBADENSIS	\$5.00	0
	BABY SUNROSE RED	\$5.00	0
	BLANKET FLOWER	\$5.00	0
	BLUEDAZE	\$5.00	0
	DUNE SUNFLOWER	\$5.00	0
	DWARF CONFEDERATE JASMINE VINE	\$5.00	0
	DWARF OYSTER PLANT	\$5.00	0
	JUNIPER PARSONII	\$5.00	0
	JUNIPER SHORE	\$5.00	0
	KIMBERLY FERN	\$5.00	0
	LANTANA	\$5.00	0
	LILY OF THE NILE	\$5.00	0
	LILY TURF EMERALD GODDESS	\$5.00	0
	MONDO GRASS	\$5.00	0
	MONDO GRASS DWARF	\$5.00	0
	OYSTER PLANT	\$5.00	0
	PENTAS	\$5.00	0
	POWDER PUFF MIMOSA VINE	\$5.00	0
	SOCIETY GARLIC	\$5.00	0
		\$5.00	0
	SHRUBS 3 GAL. CONTAINER		
	BIRD OF PARADISE ORANGE	\$14.00	0
	BOUGAINVILLEA	\$14.00	0
	BRUSH CHERRY - GOOD HEDGE NO FRUIT	\$14.00	0
	BUTTONWOOD GREEN	\$14.00	0
	BUTTONWOOD SILVER	\$14.00	0
	CARDBOARD PALM	\$22.00	0
	CARISSA EMERALD BLANKET	\$14.00	0
	CONFEDERATE JASMINE VINE	\$14.00	0
	COONTIE CYCAD	\$22.00	0
	CORD GRASS	\$14.00	0
	CROTON MAMMY	\$14.00	0

	DWARF YAUPON HOLLY	\$14.00	0
	FICUS GREEN ISLAND	\$14.00	0
	FIRE BUSH	\$14.00	0
	FOXTAIL FERN	\$14.00	0
	GOLDEN DEWDROP	\$14.00	0
	HAWAIIAN TI RED SISTER	\$14.00	0
	HIBISCUS	\$14.00	0
	INDIAN HAWTHORNE	\$14.00	0
	IXORA DWARF RED	\$14.00	0
	IXORA MAUI ORANGE RED	\$14.00	0
	IXORA NORA GRANT PINK	\$14.00	0
	MILKWEED	\$14.00	0
	MULHY GRASS	\$14.00	0
	OLEANDER DWARF SALMON	\$14.00	0
	PHILODENDRON SPLIT LEAF	\$14.00	0
	PHILODENDRON XANADU (DWARF)	\$14.00	0
	PLUMBAGO BLUE	\$14.00	0
	PODOCARPUS	\$14.00	0
	SEA GRAPE	\$14.00	0
	SWEET ALMOND BUSH	\$14.00	0
	TEXAS SAGE	\$14.00	0
	UMBRELLA PLANT GREEN	\$14.00	0
	UMBRELLA PLANT VARIEGATED	\$14.00	0
	VARIEGATED FLAX LILY	\$14.00	0
	WAX LEAF PRIVET GREEN	\$14.00	0
	WAX MYRTLE	\$14.00	0
		\$14.00	0
	MULCH 2 CU. FT. BAG		
	MULCH COVERS 12 SQ.FT. PER BAG		
	GOLD	\$3.50	0
	CYPRESS	\$2.50	0
	RED	\$3.50	0
	DELIVERY		30
TOTAL			\$30.00

CITY OF COCOA CITY COUNCIL

Request to Speak (print legibly and fill out completely)

NAME:

Anna Terry

ADDRESS:

TELEPHONE:

321 728-4009

ORGANIZATION YOU REPRESENT (IF ANY):

Habitat for Humanity

AGENDA ITEM NUMBER/SUBJECT:

IF YOU WOULD LIKE TO SPEAK UNDER DELEGATIONS, PLEASE CHECK ONE OR MORE THAT APPLY: (You must meet one of the following requirements to speak under Delegations)

- ☐ Resident or taxpayer (may speak on any subject of general or public interest)
- ☐ The Council by majority vote may decline to hear any person who is not a resident or taxpayer of the City, except:
 - ☐ City Employee (may speak regarding his/her employment)
 - ☐ Water and/or sewer customer (may speak on matters related to the City's water and/or sewer system.
 - ☐ Any person on any item on the agenda (except emergency items, ministerial items, Quasi-judicial items, and public hearing items)

PLEASE CONDUCT YOURSELF IN ACCORDANCE WITH THE TERMS AND CONDITIONS PRINTED ON BACK.

CITY OF COCOA CITY COUNCIL

Request to Speak (print legibly and fill out completely)

NAME: Marisol Lanza

ADDRESS: 436 Satsuma Street

TELEPHONE: Lanza436@yahoo.com

ORGANIZATION YOU REPRESENT (IF ANY): Plant's by the Ice Lee Park

AGENDA ITEM NUMBER/SUBJECT: the neighbor from hell still has all that junk in his yard

IF YOU WOULD LIKE TO SPEAK UNDER DELEGATIONS, PLEASE CHECK ONE OR MORE THAT APPLY: (You must meet one of the following requirements to speak under Delegations)

- ☐ Resident or taxpayer (may speak on any subject of general or public interest)
- ☐ The Council by majority vote may decline to hear any person who is not a resident or taxpayer of the City, except:
 - ☐ City Employee (may speak regarding his/her employment)
 - ☐ Water and/or sewer customer (may speak on matters related to the City's water and/or sewer system)
 - ☐ Any person on any item on the agenda (except emergency items, ministerial items, Quasi-judicial items, and public hearing items)