



**Agenda
City of Cocoa
Diamond Square Community Redevelopment
Agency Regular Meeting**

**August 17, 2026
6:00 PM
65 Stone Street, Cocoa, FL 32922**

I. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance
3. Roll Call

II. APPROVAL OF AGENDA AND MINUTES

1. Agenda: Regular Meeting of Diamond Square CRA for August 17, 2026.
2. Minutes: Regular Meeting of the Diamond Square CRA for July 20, 2026.

III. DELEGATIONS

IV. PRESENTATIONS

V. ACTION ITEMS

1. Request Agency approval for an application for the Beautification Grant Program in an amount not to exceed \$500 for the property located at 451 Stone Street, Cocoa, FL 32922 and to authorize the City Manager to execute a Beautification Grant Agreement.

VI. ATTORNEY'S REPORT

VII. UPDATES AND STAFF REPORTS

VIII. NEXT MEETING DATE - SEPTEMBER 21, 2026 at 6:00 PM

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.

DIAMOND SQUARE CRA AGENDA ITEM

Memo Date: 11/19/2025
Agenda Date: 8/17/2026
Prepared By: Peyton Fink, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action: Request Agency Approval of the Agenda from the Diamond Square CRA Regular Meeting on August 17, 2026, either as written or with amendments.

BACKGROUND:

Request Agency Approval of the Agenda from the Diamond Square CRA Regular Meeting on August 17, 2026, either as written or with amendments.

PRIORITY AREA CONNECTION:

Economic and Community Development

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:

Request Agency Approval of the Agenda from the Diamond Square CRA Regular Meeting on August 17, 2026, either as written or with amendments.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

Crystal McQueen
Chairperson

Angelia Smith
Vice Chairperson

Larry Brown
Board Member
*(Appointed
by Brevard
County)

Delores Martin
Board Member

Jackie Isom
Board Member

Tracy Moore
Board Member

Amy Robinson
Board Member

DATE: Monday, August 17, 2026
TIME: 6:00 p.m.

Location: Council Chambers
City Hall
65 Stone Street

I. CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE
ROLL CALL

II. APPROVAL OF AGENDA AND MINUTES

AGENDA: Regular Meeting of August 17, 2026
MINUTES: Minutes of the Regular Meeting of July 20, 2026.

III. DELEGATIONS

IV. PRESENTATIONS

V. ACTION ITEMS

1. Request Agency approval for an application for the Beautification Grant Program in an amount not to exceed \$500 for the property located at 451 Stone Street, Cocoa, FL 32922 and to authorize the City Manager to execute a Beautification Grant Agreement.

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, September 21, 2026, at 6:00 PM. The meeting will be held at the Dr. Joe Lee Smith Community Center, located at 415 Stone Street, Cocoa, FL 32922.

IX. ADJOURNMENT

NOTICE TO PUBLIC:

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DIAMOND SQUARE CRA AGENDA ITEM

Memo Date: 11/19/2025
Agenda Date: 8/17/2026
Prepared By: Peyton Fink, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action: Request Agency Approval of the Minutes from the Diamond Square CRA Regular Meeting on July 20, 2026, either as written or with amendments.

BACKGROUND:

Request Agency Approval of the Minutes from the Diamond Square CRA Regular Meeting on July 20, 2026, either as written or with amendments.

PRIORITY AREA CONNECTION:

Economic and Community Development

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:

Request Agency Approval of the Minutes from the Diamond Square CRA Regular Meeting on July 20, 2026, either as written or with amendments.

**MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
REGULAR MEETING
July 20, 2026**

The Regular Meeting of the Diamond Square Community Redevelopment Agency was held on July 20, 2026, at the City of Cocoa, City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. Call to Order

Chairperson McQueen called the meeting to order at 6:01p.m.

Invocation: Agency Member Moore provided the invocation.

Pledge of Allegiance: Chairperson McQueen led the Pledge of Allegiance to the flag of the United States of America.

ROLL CALL:

Crystal McQueen	Chairperson
Angelia Smith	Vice Chairperson
Larry Brown	Agency Member
Jackie Isom	Agency Member
Tracy Moore	Agency Member
Amy Robinson	Agency Member
Delores Martin	Agency Member
Joseph Colombo	Agency Attorney
Peyton Fink	Recording Secretary

PRESENT:

Crystal McQueen	Chairperson
Angelia Smith	Vice Chairperson
Larry Brown	Agency Member
Jackie Isom	Agency Member
Tracy Moore	Agency Member
Amy Robinson	Agency Member (Via Phone)
Delores Martin	Agency Member
Joseph Colombo	Agency Attorney
Peyton Fink	Recording Secretary

ABSENT:

STAFF PRESENT: Community Services Director Neuterman, Community Services Manager Justiniano, and Board Liaison Goins.

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

AGENDA:

Agenda - Regular Meeting of July 20, 2026.

***MOTION by Agency Member MOORE; SECONDED by Agency Member BROWN to approve the Agenda for the Regular Meeting of July 20, 2026, as written.**

AYES: MCQUEEN, SMITH, MOORE, BROWN, ROBINSON, MARTIN, ISOM

MOTION PASSED UNANIMOUSLY (7-0)

MINUTES:

Minutes- Regular Meeting of June 15, 2026

***MOTION by Agency Member MOORE; SECONDED by Agency Member BROWN to approve the Minutes for the Regular Meeting of June 15, 2026, with a correction on Page 3.**

AYES: MCQUEEN, SMITH, MOORE, BROWN, ROBINSON, MARTIN, ISOM

MOTION PASSED UNANIMOUSLY (7-0)

III. **Delegations:**

IV. **Presentations:**

V. **Action Items:**

1. Request Agency approval of a Commercial Façade Improvement Program (CFIP) grant application for an amount not to exceed \$20,000 for the property located at 1000 Holmes St Cocoa, FL 32922 and to authorize the City Manager to complete and execute a CFIP Agreement.

Director Neuterman gave a description of the action item. She went over the proposed improvements and gave background information regarding the business (Taste of Elegance Commissary Kitchen) as well as their participation in the Upstart Program. Erika O' Neal and her husband were then given the opportunity to speak on the item.

Erika O'Neal spoke on the item and invited everyone to stop by and see the kitchen. She explained that it is a commissary kitchen and it provides a service for businesses not only in Cocoa but in Brevard County. Her husband then gave details regarding the proposed improvements. Some of these improvements include landscaping, fencing, windows, and signage. He then opened the floor up to any questions.

Director Neuterman took a moment to acknowledge that there are other businesses in the Upstart Program that are using the Commissary Kitchen, so it is helping the community.

Some of the agency members asked for more details regarding the proposed improvements. Mr. O'Neal responded that they will be using wrought iron fencing (similar to what is in front of City Hall) and impact windows.

***MOTION by Agency Member BROWN; SECONDED by Agency Member ISOM to approve a grant application for an amount not to exceed \$20,000 for the property located at 1000 Holmes St Cocoa, FL 32922 and to authorize the City manager to complete and execute a CFIP Agreement.**

AYES: MCQUEEN, SMITH, MOORE, BROWN, ROBINSON, MARTIN, ISOM

MOTION PASSED UNANIMOUSLY (7-0)

VI. Attorney's Report:

VII. Updates and Staff Report:

1. Since she arrived late, Anita Gibson spoke under updates and staff reports. Mrs. Gibson shared that she will not be moving forward with her application to Habitat due to the money she is estimated to pay back. She then said that something needs to be done with the old Dr. Joe Lee Smith Center. Mrs. Gibson then asked for an update on Stone Street and Fiske Boulevard. Agency Member Brown acknowledged how she has brought up issues with her application for a while now and hopes she considers more resources before pulling the application out. Vice Chairperson Smith asked if there had been any recourse, to which Mrs. Gibson responded that there had been no recourse. Board Liaison Goins briefly added to the conversation before the President of Space Coast Habitat asked to speak on the issue. She spoke on how the repair program works as well as issues regarding the application. The reason as to why Mrs. Gibson will be paying Habitat back was also discussed. She then suggested that the two of them meet separately.
2. Board Liaison Goins spoke about the old Dr. Joe Lee Smith Center. They have been looking for appropriation from the state, but it has been vetoed a couple of times. He explained that it will be costly to rehab the gym and it could be 5-7 million dollars. As of right now they are in limbo regarding what to do with the building, but conversations are happening. Director Neuterman spoke on the possibility of the old Dr. Joe Lee Smith Center becoming some kind of medical service. She explained that they have spoken about bringing a medical center to the community, but nothing has materialized at this point. Agency Member Moore asked for updates on estimates for refurbishments at the old Dr. Joe Lee Smith Center and Director Neuterman responded that six or seven years ago it was \$2 million so she would guess that it would cost \$5-7 million now to mitigate any mold, roofing, etc. She also stated that we are not going to discuss purchasing any land near the building until something is done with the center. Board Liaison Goins spoke on issues with maintenance before discussing a potential deal with Jeff Bezos that they had in the past. It has not progressed, but there was a memorandum of understanding about 3 years ago. The Board Liaison noted that we have received some money this year though. Agency Member Moore would like to revisit the Bezos deal and have more information regarding it.
3. Agency Member Brown asked for an update on Stone Street and the homes being built. The Board Liaison believes that the pedestrian crossing by Levitt Park is close to being finished. So, they are working on that end, and they are starting on ours. It is being

worked on, but it will take a few months. Director Neuterman will follow up with Public Works for any updates regarding it. Information regarding the homes was provided by Director Neuterman, she explained that they were pulling 5 permits at a time and 8 are active while several others are in review. Agency Member Brown heard that the homes came with garages but with no garage door openers. The Board Liaison responded that the homeowners are having discussions with the City Manager regarding this. Community Services Manager Justiniano informed the agency members that the estimated completion for Stone Street is fall 2026.

4. The Chairperson asked for a timeline for when homes are supposed to be completed. Director Neuterman responded that per the Development agreement, there are 18-24 months after the development agreement is issued to complete them. As of now they are on schedule.
5. With the CRA conference coming up in a few months, Director Neuterman asked for a show of hands of who would like to attend. All of the present agency members, excluding the Agency Attorney, raised their hands. Agency Member Robinson responded on the phone that she would also like to attend.
6. Agency Member Moore asked if there was a deadline for a piece of property that the CRA owns, Director Neuterman responded that there is no deadline.
7. Agency Member Moore spoke about the RICHES program. She had a discussion earlier in the day with staff and Dr. Lester from the University of Central Florida. They have accepted an invitation to do a History Harvest. Agency Member Moore discussed the program and its importance for the community. Agency Member Moore is not sure about the financials but thinks this would be a great opportunity. She then stressed that there are many people who do not even know where Diamond Square is and this will be a good way to provide historical information in an archived way. She was pleased to see A Taste of Elegance come back today and believes that we can do better as a board to create more exposure for the area. The Chairperson likes this idea and hopes we take advantage of it.
8. Agency Member Brown wanted an update on signage in Diamond Square as well as the Female Veteran's Village. Director Neuterman responded that she will provide an update soon. There is currently no update on the Female Veteran's Village, and we are looking at pricing for the other types of signage. The agency members then discussed historical markers and how they have noticed it in other cities.

VIII. **Next Meeting Date:**

The next regularly scheduled meeting of the **Diamond Square Community Redevelopment Agency** will be on **Monday, August 17th**, at **6:00 pm** at the Cocoa City Hall unless a business need arises earlier.

IX. **Adjournment**

***MOTION by Agency Member BROWN to adjourn by; SECONDED by Agency Member ISOM**

AYES: MQUEEN, SMITH, MOORE, BROWN, ROBINSON, MARTIN, ISOM

MOTION PASSED UNANIMOUSLY (7-0)

THE MEETING WAS ADJOURNED at 6:59 p.m.

Crystal McQueen, Chairperson

Respectfully Submitted by:

Peyton Fink, Recording Secretary

DIAMOND SQUARE CRA AGENDA ITEM

Memo Date: 06/30/2026
Agenda Date: 8/17/2026
Prepared By: Peyton Fink, Redevelopment Coordinator
Through: Charlene Neuterman, Community Services Director
Requested Action: Agency approval for an application to the Beautification Grant Program in an amount not to exceed \$500 for the property located at 451 Stone Street, Cocoa, FL 32922 and to authorize the City Manager to execute a Beautification 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. In the past, the City and 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 Beautification Grant Program has budgeted funds in FY 2026 to award grants throughout the fiscal year. Applications 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 not be named in any outstanding code enforcement liens.

In this instance, the applicant is Anita Gibson of 451 Stone Street, Cocoa, FL 32922. Mrs. Gibson has met all the requirements and staff are requesting agency approval to award the applicant an amount not to exceed \$500.

PRIORITY AREA CONNECTION:

Investment in Public Infrastructure
Economic and Community Development

BUDGETARY IMPACT:

Budgeted? Yes

Source/Use of Funds

Account Number
111-3230-559.83-00

Amount
\$500 NTE

PREVIOUS ACTION:

RECOMMENDED MOTION:

Agency approval for an application to the Beautification Grant Program in an amount not to exceed \$500 for the property located at 451 Stone Street, Cocoa, FL 32922 and to authorize the City Manager to execute a Beautification Grant Agreement.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

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

July 20
Monday
6pm
City Hall

Homestead tax
exempt form

DIAMOND SQUARE COMMUNITY REDEVELOPMENT AGENCY

Application on Aug 17
meeting 6pm
City Hall

RESIDENTIAL BEAUTIFICATION PROGRAM GUIDELINES AND APPLICATION



Form DR-501
homestead tax
exemption form
Florida

1/23/23 Agency approved update

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.

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.

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.

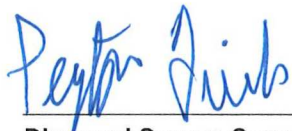
Applicant must sign acknowledging receipt of the Program Guidelines.



Homeowner Signature

6/30/26

Date



Diamond Square Community
Redevelopment Agency Representative

6/30/2026

Date

APPLICANT INFORMATION

Applicant/Name: Anita Gibson Drivers License # [REDACTED]

Home Address: 451 Stone Str Cocoa FL 32922
Street City State Zip Code

Telephone: [REDACTED] E-Mail [REDACTED]

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:

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.

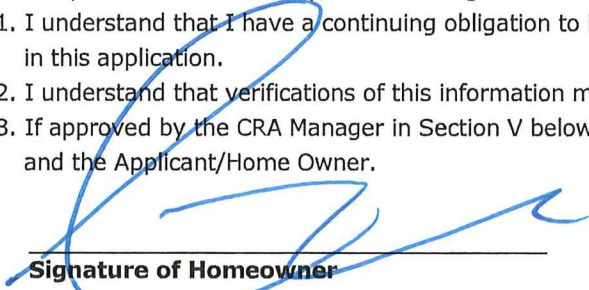
If requesting mulch, indicate here what color - Circle one: Brown, Black or Red

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:

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, I agree to notify the DSCRA/Staff member of completion of the plantings.
17. I understand that the CRA does not discriminate on the basis of race, color, gender, age religion, natonal 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.
18. 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.
19. I understand that applications may be considered according to an " application cycle" established by the CRA.
20. 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.
21. I understand that I have a continuing obligation to inform the CRA (in writing) of any changes to the information provided in this application.
22. I understand that verifications of this information may be obtained or made by the CRA.
23. 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

6/30/24
Date

STATE OF Florida, COUNTY OF BREVARD. The foregoing instrument was acknowledged
before me this 30 day of June, 2024, BY Anita Gibson
who is personally known to me or who has produced FL DL as identification.

Notary Public, State of Florida Affix Stamp:

