

**MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
REGULAR MEETING
NOVEMBER 19, 2018**

A Regular Meeting of the Diamond Square Redevelopment Agency Board was held on November 19, 2018 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairwoman Moore called the meeting to order at 5:59 pm.

ROLL CALL:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairperson
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
Larry Robinson	Agency member
Jewel Collins	Agency member
Sylvia Thomas	Agency member
Clarence Whipple Jr.	Council Liaison
Joseph Colombo	Agency counsel
Torri Edwards	Recording Secretary

ABSENT:

Delores Martin	Vice Chairperson
Edward Jones	Agency member

STAFF PRESENT:

Charlene Neuterman, Redevelopment Program Manager.

Agency member Collins provided the invocation and **Chairperson Moore** led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA: Regular Meeting of November 19, 2018

*** MOTION by Agency member Collins; SECONDED by Agency member Thomas to approve the agenda for the Regular Meeting of November 19, 2018.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

MINUTES: Minutes of the Special Meeting of October 29, 2018

- * **MOTION by Agency member Robinson; SECONDED by Agency member Collins to approve the minutes of the Special meeting of October 29, 2018.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

Chairperson Moore acknowledged **Mayor-Elect Williams and Councilman-Elect Goins** sitting in the audience and thanked **Councilman Whipple, Jr.** for his service.

III. DELEGATIONS:
NONE

IV. PRESENTATIONS:
None

V. ACTION ITEMS:

- 1. Diamond Square 2019 Calendar-Board direction needed for January 21 and February 18 meetings that fall on City Holidays.**

Ms. Neuterman provided the board with a list of meeting dates for 2019 and requested direction on January 21, 2019 and February 18, 2019 meetings due to City Holidays. She discussed the different options. The staff recommends canceling both meetings and scheduling a special meeting between the dates.

Chairperson Moore stated that she will not be available on January 28, 2019. **Ms. Neuterman** stated that February 2019 will be busy with public meetings regarding the Dr. Joe Lee Smith Center and reported that February 4, 2019 and February 11, 2019 are available for a special meeting. **Agency members Robinson and Thomas** recommend February 4, 2019 for the special meeting.

- * **MOTION by Agency member Robinson; SECONDED by Agency member Collins to approve staff submittal of the 2019 Diamond Square Board Meetings and Board Member direction on January 21, 2019 and February 18, 2019 meetings due to City Holidays.**

- 2. Approve Budget Adjustment for Program Manager cell phone.**

Ms. Neuterman requested approval for a budget adjustment in the amount of \$300 for the program manager's cell phone. She explained that the total cost is split with the Cocoa

CRA. The funds will be transferred from the Operating Account to the Communication Account.

- * **MOTION by Agency member Collins; SECONDED by Agency member Robinson to approve a Budget Adjustment in the amount of \$300 for Program Manager Cell Phone.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

VI. UPDATES AND STAFF REPORTS:

1. Informational items-DS CRA Project Updates:

Ms. Neuterman provided the board with updates on the Dr. Joe Lee Smith Community Center, Stone Street Ribbon Cutting, Community Garden, Habitat for Humanity Veterans Homeownership Project, the CRA budget and the Moore Center.

Chairperson Moore inquired whether the sign by the railroad tracks could be changed to something other than "Dead End". **Ms. Neuterman** will contact Public Works about replacing the signage.

Chairperson Moore recommended holding a community event to name the Community Garden. She stated that the event will bring the community together. **Agency member Robinson** suggested sending a letter out to members of the community asking for their participation on naming the garden.

Chairperson Moore noted that the Veterans Housing Project is a great project and should be presented at the next FRA Conference. **Ms. Neuterman** agrees and is collecting data to submit to the FRA.

Ms. Neuterman reported that staff is working on having the Moore Center listed on the National Registry for historical places. The state would like to interview former students and gather historical documentation to tell their story.

Chairperson Moore asked for an update on the bus stop bench. **Ms. Neuterman** replied that the bench is expected to arrive in January or February 2019.

Agency member Robinson requested that a trash receptacle be placed along the retention pond walking trail. He noticed a lot of trash around the trail and in the water. **Ms. Neuterman** stated that she will contact Public Works for a temporary trash receptacle.

Ms. Neuterman reminded the board of the swearing in ceremony November 20, 2018 at 10 am. **Agency member Thomas** noted that she will not be able to attend and congratulated

Mayor Williams and **Councilman Goins**. She also thanked **Councilman Whipple, Jr.** for his service.

Chairperson Moore requested an update on new businesses opening in the area at every meeting.

VII. NEXT MEETING DATE:

The next meeting of the Diamond Square Redevelopment Agency will be a Regular Meeting to be held on December 17, 2018 at 6:00 pm at City Hall, 65 Stone Street.

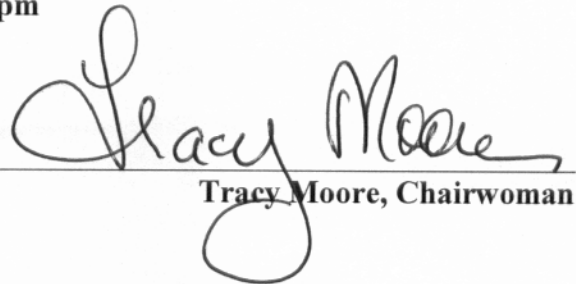
IX. ADJOURNMENT:

- * **MOTION** by Agency member Collins; **SECONDED** by Agency member Robinson to adjourn the Regular Meeting of November 19, 2018.

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

MEETING WAS ADJOURNED AT 6:55 pm



Tracy Moore, Chairwoman

Respectfully Submitted,



~~Torri Edwards~~, Recording Secretary
Kadi Carver