

**MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
REGULAR MEETING
November 16, 2020**

The Regular Meeting of the Cocoa Community Redevelopment Agency was held on November 16, 2020, at City Hall, 65 Stone Street, Cocoa, FL, as publicly noted.

I. Call to Order

Chairperson Moore called the meeting to order at 6:08 pm.

ROLL CALL:

Tracy A. Moore	Chairperson
Delores Martin	Vice Chairperson
Sylvia Thomas	Agency Member
Ed Jones	Agency Member
Jackie Isom	Agency Member
Marilyn Ross Smith	Agency Member
Larry Brown	Agency Member
Joseph Colombo	Agency Attorney
Lori Chabot	Recording Secretary

PRESENT:

Tracy A. Moore	Chairperson
Jackie Isom	Agency Member
Sylvia Thomas	Agency Member (<i>arrived 6:10</i>)
Marilyn Ross Smith	Agency Member
Larry Brown	Agency Member
Lori Chabot	Recording Secretary

ABESENT:

Delores Martin	Vice Chairperson
Ed Jones	Agency Member
Joseph G. Colombo	Agency Attorney

STAFF PRESENT:

Charlene Neuterman, Deputy Community Services Director.

Agency Member Smith provided the invocation and the Pledge of Allegiance to the flag of the United States of America.

Charlene Neuterman notified the Agency of an Informational Item add-on to the Agenda.

II. Approval of Agenda and Minutes:

AGENDA: Regular Meeting November 16, 2020.

- * ***MOTION by Agency Member Brown; SECONDED by Agency Member Smith to approve the agenda for the November 16, 2020 Regular Meeting with the add on item under Information.**

MINUTES: Regular Meeting of October 19, 2020.

- * ***MOTION by Agency Member Brown; SECONDED Agency Member Isom to approve the minutes for the October 19, 2020, Regular Meeting with corrections on page 2 under Delegations to correct where written Purvette Brown to the correct name to *Purvette Bryant*.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (4 -0)

Agency Member Sylvia Thomas arrived. 6:10

- III. Delegations:** Bernice Cox of 701 Aurora Street, Cocoa was present and expressed concerns about a neighbor's home at 915 Fern Avenue. Ms. Cox explained that the owner had passed away about a year prior and there is a large tree that should be removed or trimmed as it is falling into 919 Fern Avenue and into the easement. Agency Member Brown asked if she had spoken with the city and what would she like DS to do. She replied that she had, but also wanted to notify DS and hopefully get tree cut down. Mrs. Neuterman replied she will check with Code Enforcement Manager Bunt and find out more about the home and current owner.

- IV. Presentations:** Tom Clifford of Habitat for Humanity wanted to notify the Agency he has put a hold on new applications for critical home repair until May, with an exception for veterans, due to a backlog in jobs. He said he has a couple of repairs in the works, six active jobs with four being veterans. He stated that he has completed five jobs in DS in last two months. Chairperson Moore thanked him. He stated that Habitat is still doing other types of repair work that doesn't fall under the critical home repair. Mrs. Neuterman asked Mr. Clifford for some photos of the five home repairs in DS. He said that he would provide those.

V. **Action Items:**

1). Approve expenditures for an appraisal and survey (not to exceed \$3,100) on two vacant land parcels: ID-24-36-32-00-773 and ID-24-36-32-00-773.1 for potential buildout of affordable housing in Diamond Square.

Charlene Neuterman presented the item stating once the appraisal and survey are complete, the next step would be to combine the lots and evaluate Rose Garden Apartments request for 70 feet. The Rose Garden Apartments had previously requested property for their parking, to either purchase or be conveyed to expand their parking area. Mrs. Neuterman added that giving the apartments 70 feet would not allow for 16 homes on the parcels. She stated the maximum amount would be 40 feet and still allow for 16 homes and the necessary street scaping. Mrs. Neuterman added, joining the two lots into one would need to be done before the RFP was sent out.

At this point, Staff is requesting approval for the budget transfer for the appraisal and survey.

Chairperson Moore opened the item for discussion. Agency Isom asked if the amount given is enough for the apartments to have for their parking. Chairperson Moore replied that it should be enough for parking and a turn around. Discussion among agency members about the diagrams and how the apartments are already parking on the property.

Agency Member Brown asked if the street structure would be impacted after giving them 40 feet. Mrs. Neuterman explained that it would not. Each lot would be just over .2 acres. Agency Brown asked about the property on the other side, the East side, who the owner was and if staff knew what they had planned. Mrs. Neuterman explained it was not the same owner as the apartments. Agency Member Brown said he wanted to ask Rose Garden some questions about their future plans for the property. Mrs. Neuterman explained they were not invited to this meeting as this was for the funding request for the survey and appraisal, however, they would be invited to the next and could answer their questions. Mrs. Neuterman explained in her review, the property would allow for 40 feet to the apartments and 16 homes with a cul-de-sac. The RFP and developer's agreement would include all the agency's recommendations. If a developer agreement were executed and DS were to convey 40 feet of property, the agreement would require specific items such as landscaping, street scaping and a fence. Other options could be to sell it to them or for the DS to keep it. Agency Member Brown stated he wants to know how long the apartments' leases are, the monthly rent and average age of renters, Mrs. Neuterman stated when the apartment manager was at the prior meeting she said the average lease was a year and the age from 40 plus. Agency Member Smith asked about the crime in the area. Mrs. Neuterman responded the area had been kept clean. Chairperson Moore added that by building affordable housing that would help the area. Agency Member Brown also would like to know what the other property owner is doing. Mrs. Neuterman

replied she will see if there is information available through the City's Planning and Zoning as to the other property.

* ***MOTION by Agency Member Brown; SECONDED by Agency Member Thomas** to transfer no more than \$3,100 from contingency for expenditures for an appraisal (\$1,750) and survey (not to exceed \$1,350) on two vacant land parcels: ID-24-36-32-00-773 and ID-24-36-32-00-773.1 for potential buildout of affordable housing in Diamond Square.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

After the motion, discussion continued about the survey and evaluating the parcels.

2). Staff requests Agency approval of the 2021 DS CRA Board Meeting calendar. Mrs. Neuterman presented the proposed schedule for 2021. She clarified the details of the schedule for the members. Mrs. Neuterman also explained the CRA meeting dates have to be published before the calendar year end.

* ***MOTION by Agency Member Brown; SECONDED by Agency Member Smith** to approve the 2021 DS CRA Board Meeting calendar.

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

VI. Attorney's Report

None

VII. Updates and Staff Reports

1. Informational Item – Project Report.

Mrs. Neuterman discussed the Project Update report in detail. Items on the project report included the Rosa L. Jones Housing Project, Commercial Façade Program, Residential Beautification Program, Pilot Paint Program, Small Business Assistance Program and the Michael C. Blake Subdivision.

2. Informational Item – Habitat for Humanity - Female Veteran's Village Update

Mrs. Neuterman presented an add-on Informational Item explaining Habitat notified Staff they were having difficulty filling the remaining homes with eligible female veterans and they were under some time constraints with other associated grants. Mrs.

Neuterman told the Agency two homes were filled, one in the process, leaving three homes to fill. Habitat requested amending their Agreement to allow for male veterans and if that was not successful to open to anyone. Ms. Neuterman reminded the agency that the original executed developer agreement was specifically for female veterans and was set to expire in October 2020. Habitat requested to extend the agreement due to Covid and the Agency agreed. The Amended Agreement was executed to extend the expiration date to October 2022.

Mrs. Neuterman added that this Item will be brought to the Agency as an Agenda Item to request approval of an amendment to the Development Agreement as requested by Habitat. Chairperson Moore expressed she was disappointed and restated the agreement adding, we were told there were so many female veterans needing this program. She also added it was quite a big investment for DS with the lots, money towards the lots. Chairperson Moore stated she sees Covid creating more of an urgency than a crutch adding it was disheartening. She also stated she would like the Agency Attorney to review and give his thoughts and an opinion as to their options, adding she wanted to make sure her signature was worth something. Mrs. Neuterman stated the CRA conveyed the six lots (valued at approximately \$10,000 each), contributed \$60,000 in cash and approximately \$30,000 for sewer and water hook ups. In addition, the City donated approximately \$15-20 thousand dollars. The Female Veteran's Village was given an award by Habitat International for being the first and Chairperson Moore added, there were so many more partners involved. She wants to look closely at the situation and see what the CRA can do.

Agency Member Thomas added she doesn't want to change the program and wants to stick to what the original agreement was. Mrs. Neuterman added Habitat stated they didn't have enough female applicants applying and that 91% of eligible veterans were male. Agency Member Isom asked if they were only looking in Brevard County and if that was a stipulation in the agreement. Mrs. Neuterman responded it was not a stipulation and was unsure if they were looking outside of the County. Mrs. Neuterman stated she would be bringing back the item to one of the next meetings, but would convey the agency's thoughts to Habitat. Agency Member Isom asked if someone used their VA for a home but didn't work out, would they be eligible for one of these homes. Mrs. Neuterman said that would not disqualify someone. Agency Member Isom also asked if she could see what the stipulations were in case she knew someone. Agency Member Brown echoed, he would like to see an application. Agency Member Brown also stated that being a veteran himself, he would never like to see it go to non-veterans. Agency Member Smith added, Habitat originally told them there was such a need and asked where was the information or the study on that. Chairperson Moore agreed being told there was a need, adding there have also been changes within Habitat that could have some bearing on this and the Agency would like to know more and what the options are. Agency Member Brown also said there are homeless male vets that could probably qualify adding, his preference would be the female but not non-veterans. Agency Member Thomas asked about the reserve veterans. Mrs. Neuterman replied

she was not sure. Discussion continued among members and they agreed they would like Habitat to come back so they are able to answer the agency's questions.

Mr. Clifford of Habitat approached the podium and added he has been with Habitat for about 1 ½ years, about the same time the current Executive Director, Ana. His work focuses on veterans and he spends about 60% of his time with and at veteran's organizations. He also stated that 90% of the veterans are male and Habitat was experiencing funding source deadlines, adding the Executive Director, Ana wanted to attend the meeting. Chairperson Moore stated she would like that, adding this was a big investment for DS and was not taken lightly. She would like to be sure DS Agency does its own work to be sure they are legally sound and also wants to be sure the partnership is working from the same page. Mr. Clifford replied he liked the partnership as well and would report back to Ana. Mrs. Neuterman said she will invite Habitat to the December 14 meeting along with Agency Attorney with their legal opinions.

Purvette Bryant of Rockledge and a Cocoa property owner spoke stating she was from a military family and believed that there are so many Veteran's organizations and not just inside Brevard that would be willing to move to a warmer climate. She recommended putting a flyer on social media and added it was currently a very hot topic with grant writing. Mrs. Bryant also offered her assistance to distribute information to her resources. Chairperson Moore thanked her, echoing her thoughts on going outside Brevard and going global as this was the first in the nation Female Veteran's Village. Mrs. Neuterman added a staff suggestion was to approach the VA Hospital in Orlando and in Brevard and get on their network nationwide adding that it was a global effort.

Agency Member Updates/Reports

Chairperson Moore asked about a map that was given to members. Mrs. Neuterman explained that the map was created showing just the DS area with the boundary lines. She also offered to have an 11 x 17 and all members agreed they would like that.

Agency Member Brown asked about the community meeting. Mrs. Neuterman replied that had been discussed to have it along with Deputy Mayor Goins' town hall meeting which is in February or March.

Agency Member Brown stated he would like the Moore Center on same schedule as city hall for maintenance and lawn adding the center's upkeep is not good. He also stated, it needed to be manicured and groomed to look Historical. Mrs. Neuterman asked if he would provide pictures and she would look into it.

Agency Member Brown brought up signs/banners and possibly putting them in DS. Mrs. Neuterman added the Historical Cocoa Village Mainstreet had some but was not sure where they were purchased. Chairperson Moore added that she had seen them other places and were nicely done and would be good to put something up representing

DS. Agency Member Brown would like to know more about how to get them. Mrs. Neuterman said she would look into it and bring back with costs.

Agency Member Brown stated the Christmas decorations put up in DS were unacceptable adding, they were the same ones and had to be 20-30 years old. Agency Member Thomas concurred adding they have been used for years. Discussion continued about the need for new decorations.

Agency Member Brown asked about the parade. Mrs. Chabot replied that there was going to be a parade and there were currently 20 participants. They were hoping to get more.

Mrs. Neuterman mentioned the swearing in ceremony for new Council members and Mayor on Tuesday, November 17, at 5:30 and invited members to attend.

VIII. Next Meeting Date

The next regularly scheduled meeting of the Diamond Square Community Redevelopment Agency will be on Monday, December 14, 2020 at 6 pm at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida, unless a business need arises earlier.

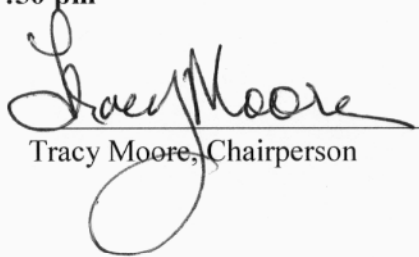
Adjournment

* ***MOTION by Agency Member Brown; SECONDED by Agency Member Isom to adjourn the meeting.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (5-0)

MEETING WAS ADJOURNED at 7:50 pm


Tracy Moore, Chairperson

Respectfully Submitted by:


Lori Chabot, Recording Secretary