

City of Cocoa

*65 Stone Street
Cocoa, FL 32922*



Meeting Agenda

Monday, September 21, 2020

6:00 PM

Cocoa City Council Chambers

Diamond Square RDA

I. CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA AND MINUTES:

AGENDA:

1. 20-569 Agency approval of the Agenda for the Regular Meeting of September 21, 2020, as written or with amendments...End

Attachments: DS Short 9-21-2020.pdf

MINUTES:

2. 20-570 Agency Approval of the Minutes of the August 17, 2020, as written or with amendments.

Attachments: Minutes 08-17-20 (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:

Delores McLaughlin of Alliance of Neighborhood Restoration

V. ACTION ITEMS:

1. 20-511 Approve a Resolution Amending, (BAF# 20-100) the Fiscal Year 2020 Budget, through an adjustment in the amount of \$500 to increase the Legal Services account in order to cover the costs for the remaining Diamond Square CRA meetings (August and September). Approve a Change Order in the amount of \$500 in increase PO 75259 to cover legal expenses.

Attachments: [DS CRA Budget Resolution 20-511 FY 2020.pdf](#)
[DS Change Form 8-17-20.pdf](#)
[BAF 20-100 -CS- DS Legal Exp \(9-21-20\) Agenda 20-511.pdf](#)

VI. ATTORNEY'S REPORT:

VII. UPDATES AND STAFF REPORTS:

1. 20-587 Informational Item - Budget Update
Attachments: [Diamond Square CRA Budget Report-August 2020.pdf](#)
[DS REV August 2020.pdf](#)
[DS EXP August 2020.pdf](#)
2. 20-601 Informational Item - Stormwater Master Plan
Attachments: [9-21 Stormwater Master Plan DS.pdf](#)

VIII. NEXT MEETING DATE:

The next regularly scheduled meeting of the Diamond Square Redevelopment Agency will be on Monday at 6:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

IX. ADJOURNMENT

NOTICE TO THE PUBLIC:

Due to the COVID-19 Emergency and the closing of City Hall to the public to limit public gatherings in accordance with Federal and State directives, the City of Cocoa will be utilizing Communications Media Technology (CMT) for upcoming City Council meetings pursuant to the Governor's Executive Order Number 20-69 and Florida Statutes, Section 120.54(5)(b)(2), specifically one or more members of the City Council may attend and participate by speakerphone. In-person attendance by the public will not be allowed at this meeting due to the COVID-19 Emergency and the closing of City Hall to the public. However, interested persons are encouraged to view and listen to the meeting by accessing the meeting at the following internet addresses:

(1) <https://tinyurl.com/s5e875r> or

(2) <https://cocoa.legistar.com/DepartmentDetail.aspx?ID=26365&GUID=FF9D3369-D354-4FAB-800A-57D0AEE30153&Mode=MainBody>

In addition, interested persons may submit their written comments or questions regarding the meeting prior to and during the meeting through Email, via the following email address: meetings@cocoafl.org. Interested persons who wish to provide public input during the meeting will also be able to do so by calling 321-433-8446. For more information about this CMT meeting or to provide information to be considered at this meeting, contact the City Clerk at the contact information stated above.

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.

City Code Section 2-54 requires that an affirmative vote of a majority of a quorum present shall be necessary to enact an ordinance or adopt any resolution; except that two-thirds of the membership of the Council is required to enact an emergency ordinance. All ordinances require two readings, entitled first reading and second reading and public hearing, prior to adoption.

Members of the public speaking on public hearing items, though entitled to be heard by the City Council, are not entitled to an immediate response by either administrative staff members or Council once the public hearing is closed; however, Council discussion may or may not include a response. No question by the public should be addressed directly by the Administrative staff.

Public debate by individual speakers from the audience on public hearing items shall be limited to three (3) minutes. Representatives of recognized groups 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 issue 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.

This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.

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.

This agenda is posted on the Municipal Bulletin Board and at the Central Brevard Library and Reference Center in Cocoa for public review.

This is a public meeting. All interested parties may attend. 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.



Legislation Details (With Text)

File #: 20-569 **Version:** 2 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 8/28/2020 **In control:** Diamond Square RDA
On agenda: 9/21/2020 **Final action:**
Title: Agency approval of the Agenda for the Regular Meeting of September 21, 2020, as written or with amendments...End

Sponsors:

Indexes:

Code sections:

Attachments: [DS Short 9-21-2020.pdf](#)

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

Memo Date: August 28, 2020
Agenda Date: September 21, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Nancy A. Bunt, Community Services Director
Requested Action:
Agency approval of the Agenda for the Regular Meeting of September 21, 2020, as written or with amendments.

BACKGROUND:

Diamond Square Redevelopment Agency approves the agendas at the beginning of each meeting.

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:

Agency approval of the Agenda for the Regular Meeting of September 21, 2020, as written or with amendments.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

Tracy Moore
Chairperson

Delores Martin
Vice Chairperson

Ed Jones
Board Member

Sylvia Thomas
Board Member

Jackie Isom
Board Member

Marilyn Ross-Smith
Board Member

Larry Brown
Board Member –
Appointed by
Brevard
County

REGULAR MEETING AGENDA

DATE: Monday, September 21, 2020
TIME: 6:00 p.m.

Location: Cocoa City Hall, Council Chambers
65 Stone Street

I. CALL TO ORDER
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA & MINUTES

AGENDA: Regular Meeting of September 21, 2020.

MINUTES: Regular Meeting of August 17, 2020.

III. DELEGATIONS

IV. PRESENTATION

Delores McLaughlin of Alliance for Neighborhood Restoration.

V. ACTION ITEMS

1. Approve Change Order and Resolution in the amount of \$500 for Legal Services for remaining CRA meetings.

VI. ATTORNEY'S REPORT

VII. UPDATES AND STAFF REPORTS

1. Informational Item – Budget Report
2. Informational Item – 10-year Stormwater Master Plan Update

VIII. NEXT MEETING DATE

The next meeting of the Diamond Square Redevelopment Agency is October 19, 2020 at 6:00 PM. The meeting will be held in the Council Chambers at Cocoa City Hall located at 65 Stone Street.

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.



Legislation Details (With Text)

File #: 20-570 **Version:** 2 **Name:**
Type: Minutes **Status:** Agenda Ready
File created: 8/28/2020 **In control:** Diamond Square RDA
On agenda: 9/21/2020 **Final action:**
Title: Agency Approval of the Minutes of the August 17, 2020, as written or with amendments.
Sponsors:
Indexes:
Code sections:
Attachments: [Minutes 08-17-20 \(FINAL\).pdf](#)

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

Memo Date: August 28, 2020
Agenda Date: September 21, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Nancy A. Bunt, Community Services Director
Requested Action:
Agency Approval of the Minutes of the August 17, 2020, as written or with amendments.

BACKGROUND:

The Diamond Square Community Redevelopment Agency approves the Minutes of the previous meeting(s) at the beginning of each meeting.

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:

Agency Approval of the Minutes of the August 17, 2020, as written or with amendments.



Legislation Details (With Text)

File #: 20-511 **Version:** 2 **Name:**
Type: Agenda **Status:** Agenda Ready
File created: 8/4/2020 **In control:** Diamond Square RDA
On agenda: 9/21/2020 **Final action:**
Title: Approve a Resolution Amending, (BAF# 20-100) the Fiscal Year 2020 Budget, through an adjustment in the amount of \$500 to increase the Legal Services account in order to cover the costs for the remaining Diamond Square CRA meetings (August and September). Approve a Change Order in the amount of \$500 in increase PO 75259 to cover legal expenses.

Sponsors:

Indexes:

Code sections:

Attachments: [DS CRA Budget Resolution 20-511 FY 2020.pdf](#)
[DS Change Form 8-17-20.pdf](#)
[BAF 20-100 -CS- DS Legal Exp \(9-21-20\) Agenda 20-511.pdf](#)

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

Memo Date: August 24, 2020
Agenda Date: September 21, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Nancy A. Bunt, Community Services Director
Requested Action:

Approve a Resolution Amending, (BAF# 20-100) the Fiscal Year 2020 Budget, through an adjustment in the amount of \$500 to increase the Legal Services account in order to cover the costs for the remaining Diamond Square CRA meetings (August and September). Approve a Change Order in the amount of \$500 in increase PO 75259 to cover legal expenses.

BACKGROUND:

During the fiscal year budgeting process, future expenses are sometimes calculated using historical information and forecasting for the CRA's future needs. Attached is a Budget Adjustment Form in the amount of \$500 transferring funds within the DS CRA from the Contingency Account to Legal Expenses in order to cover the costs for the remaining Diamond Square CRA meetings (August and September).

BUDGETARY IMPACT:

BAF 20-100

Account Name: Contingency
Account Number: 111-3230-559-39-00
Amount: (\$500.00)

Account Name: Legal Expenses
Account Number: 111-3230-559-31-01
Amount: \$500.00

PREVIOUS ACTION:

None

RECOMMENDED MOTION:

Approve a Resolution Amending, (BAF# 20-100) the Fiscal Year 2020 Budget, through an adjustment in the amount of \$500 to increase the Legal Services account in order to cover the costs for the remaining Diamond Square CRA meetings (August and September). Approve a Change Order in the amount of \$500 in increase PO 75259 to cover legal expenses.

RESOLUTION NO. DSCRA 20-511

A RESOLUTION OF DIAMOND SQUARE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COCOA, FLORIDA, AMENDING THE CITY OF COCOA CRA BUDGET FOR FISCAL YEAR 2020; PROVIDING FOR THE REPEAL OF PRIOR INCONSISTENT RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Cocoa adopted the final budget for the fiscal year commencing on October 1, 2019, and ending on September 30, 2020, at a Regular meeting held on August 17, 2020; and

WHEREAS, in accordance with Article XII, Section 5 of the City of Cocoa Charter, whereby the Council/Diamond Square CRA may, at any time by resolution, transfer any unused and unencumbered appropriation or portion thereof from one office or department to another; and

WHEREAS, the City Council/Diamond Square CRA deems it to be in the best interest of the City of Cocoa to amend its budget as provided in this resolution.

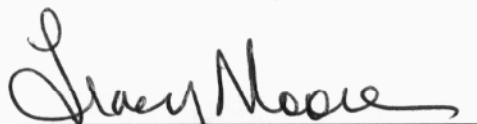
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COCOA, as follows:

SECTION 1. The 2019-2020 fiscal year budget shall be amended as detailed in the attached sheets.

SECTION 2. All prior resolutions or prior resolutions inconsistent with this resolution are hereby repealed to the extent of the conflict.

SECTION 3. This resolution shall become effective immediately upon its adoption by the City Council/Diamond Square CRA of the City of Cocoa, Florida.

ADOPTED by the City Council of the City of Cocoa, Florida, in a regular meeting assembled on the 17th day of August, 2020.


Tracy Moore, Chairman

ATTEST:


Charlene Neuterman
Deputy Community Services Director

CHANGE ORDER REQUEST FORM			
SELECT CHANGE ORDER TYPE:	☒	GENERAL	
	☐	CONSTRUCTION-----Assigned Project # Required:	_____
	☐	CONSTRUCTION CONTINGENCY----Resolution # Required:	_____
		Amount Approved: _____ Balance Remaining:	_____
	☐	TASK ORDER -----Assigned Task Order # Required:	_____
	☐	TASK ORDER AMENDMENT-----Amendment # Required:	_____

Name of Requestor completing this form: L. Chabot 	Original Purchase Order Amount	\$ 1,300.00
	Change Order # 1 Amount	500.00
	Change Order # 2 Amount	
	Change Order # 3 Amount	
	Change Order # 4 Amount	
	Change Order # 5 Amount	
	Change Order # 6 Amount	
	Change Order # 7 Amount	
	Change Order # 8 Amount	
	New Purchase Order Amount	\$ 1,800.00

REASON FOR CHANGE (Click box(s) to select): ☐ Correct Freight Cost ☐ Cancel Line Item ☐ Correct Unit Cost ☒ Add Additional Money ☐ Correct Account ☐ Add/Delete/Change Project # ☐ Correct Quantity ☐ Liquidate Money ☐ Add Line Item ☐ Cancel Entire PO		☐ Other-Explain:
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Original PO Line #	Quantity	UM	Description	Account Number	Project Number	Unit Cost	Extended Cost
1	1.00	sum	Legal Fees for DS CRA	111-3230-559-31-01		500.00	\$ 500.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Revised 8/5/2020							Page 1 of

							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
THIS AMOUNT MUST BE LISTED AT THE TOP OF THIS FORM NEXT TO THE CORRESPONDING CHANGE ORDER #.							\$ 500.00

CHANGE ORDER REQUEST FORM - PAGE 2, JUSTIFICATION NOTE REQUIRED

Date: 08/04/20

New Requ #: 41255

Change Requisition Number # 1

Change Order Justification:

Increase the Budget for Legal Services in order to cover the costs for the remaining Diamond Square CRA meetings (August and September).

*****Please be sure to save this Change Order Form as a PDF prior to inputting it into your requisition folder.*****



City of Cocoa Budget Adjustment Form FY 2020 - 20-100

SELECT ADJUSTMENT TYPE: BUDGET TRANSFER

REQUESTING DEPARTMENT #: 3230

DATE PREPARED: 08/19/20

'FROM' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
(\$ 500)	111-3230-559.39-00		Contingency	\$ 9,417	\$ 9,417	\$ 8,917	\$ 8,917
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
TOTAL							

'TO' ACCOUNT(S)

ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE
\$ 500	111-3230-559.31-01		Legal Expenses	\$ 1,000	\$ 1,000	\$ 1,500	\$ 500
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
\$ 0				\$ 0	\$ 0	\$ 0	\$ 0
TOTAL							

REASON/JUSTIFICATION FOR ADJUSTMENT:

The purpose for this request is to increase the Legal Services account in order to cover the costs for the remaining Diamond Square CRA meetings Legal Expenses in August and September. This will be presented at the September 21, 2020 Diamond Square CRA Board Meeting. Agenda 20-511

CITY COUNCIL APPROVAL REQUIRED? YES ☒ NO ☐

DATE APPROVED: 09/21/20 RESOLUTION #:

City Council approval is needed for all transfers greater than \$50,000 and transfers between Departments / Funds. Attach copy of agenda item and City Clerk's Journal noting approval.

8/19/20 Lori Chabot
Digitally signed by Lori Chabot
Date: 2020.08.19 10:01:27
-0400

8/25/20 Lea Malarae
Digitally signed by Lea Malarae
Date: 2020.08.25 08:37:23
-0400

Date Requestor's Signature
8/20/20 Nancy Bunt
Digitally signed by Nancy Bunt
Date: 2020.08.20 11:25:02
-0400

Date Finance Approval Signature
9/11/20 Lora Howell
Digitally signed by Lora Howell
Date: 2020.09.11 09:11:30
-0400

Date Department Director's Signature

Date Deputy Fin. Director's Signature

Date Finance Director's Signature

Date City Manager's Signature

FINANCE USE ONLY:

Date Entered: Entered By: Group #:



Legislation Details (With Text)

File #: 20-587 **Version:** 2 **Name:**
Type: Informational Item **Status:** Agenda Ready
File created: 9/1/2020 **In control:** Diamond Square RDA
On agenda: 9/21/2020 **Final action:**
Title: Informational Item - Budget Update
Sponsors:
Indexes:
Code sections:
Attachments: [Diamond Square CRA Budget Report-August 2020.pdf](#)
[DS REV August 2020.pdf](#)
[DS EXP August 2020.pdf](#)

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

Memo Date: September 1, 2020
Agenda Date: September 21, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Nancy A. Bunt, Community Services Director
Requested Action:
Informational Item - Budget Update

BACKGROUND:

Staff presents the monthly budget report for the Diamond Square CRA.

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:

Informational Item - Budget Update



FY 2020 Budget by Classification Report - Summary Listing

Through 8/31/20

Target for August 2020 92%

FUND 111 - Diamond Square CRA

	Amended Budget	YTD Encumbrances	YTD Actual Transactions	Budget - YTD Transactions	% Used/Rec'd
REVENUE					
INTERGOVERNMENTAL	\$ 257,312	\$	238,016	\$ 19,296	93%
MISCELLANEOUS	\$ -	\$	1,504	\$ (1,504)	0%
OTHER SOURCES	\$ 47,488	\$	-	\$ 47,488	0%
REVENUE TOTALS	\$ 304,800	\$	239,520	\$ 65,280	79%
EXPENSE					
SALARIES AND BENEFITS	\$ 33,336	\$	9,934	\$ 23,402	30%
OPERATING EXPENDITURES	\$ 73,976	\$	37,642	\$ 36,334	51%
CAPITAL OUTLAY	\$ 182,488	\$ 5,246	47,488	\$ 129,754	29%
GRANTS, AIDS AND OTHER	\$ 15,000	\$	-	\$ 15,000	0%
EXPENSE TOTALS	\$ 304,800	\$ 5,246	\$ 95,064	\$ 204,490	33%
REVENUE TOTALS	\$ 304,800	\$ -	\$ 239,520	\$ 65,280	79%
EXPENSE TOTALS	\$ 304,800	\$ 5,246	\$ 95,064	\$ 204,490	33%
	\$ -	\$ (5,246)	\$ 144,456	\$ (139,210)	

*TIF Revenue is collected in December each Fiscal Year.

CITY OF COCOA, FLORIDA

FUND 111 CRA DIAMOND SQUARE 626

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
330	INTERGOVERNMENTAL REVENUE								
338	00 00 SHARED REVENUE LOCAL UNIT	21,442	.00		235,862	238,016.00	101	257,312	19,296.00
338	** SHARED REVENUE LOCAL UNIT	21,442	.00		235,862	238,016.00	101	257,312	19,296.00
330	*** INTERGOVERNMENTAL REVENUE	21,442	.00		235,862	238,016.00	101	257,312	19,296.00
360	MISCELLANEOUS REVENUES								
361	10 00 INTEREST & OTHER EARNINGS	0	140.90		0	1,503.62		0	1,503.62-
361	** INTEREST & OTHER EARNINGS	0	140.90		0	1,503.62		0	1,503.62-
360	*** MISCELLANEOUS REVENUES	0	140.90		0	1,503.62		0	1,503.62-
380	OTHER SOURCES (NON-REV)								
381	INTERFUND TRANSFER								
91 *	TRANSFER FROM	0	.00		0	.00		0	.00
381	** INTERFUND TRANSFER	0	.00		0	.00		0	.00
389	NON OPERATING SOURCES								
99 50	FUND BAL-APPROP. RESERVES	4,317	.00		43,170	.00		47,488	47,488.00
99 *	BALANCE FORWARD	4,317	.00		43,170	.00		47,488	47,488.00
389	** NON OPERATING SOURCES	4,317	.00		43,170	.00		47,488	47,488.00
380	*** OTHER SOURCES (NON-REV)	4,317	.00		43,170	.00		47,488	47,488.00
	FUND TOTAL CRA DIAMOND SQUARE 626	25,759	140.90	1	279,032	239,519.62	86	304,800	65,280.38

REPORT SELECTIONS

Fiscal year : 2020
Fund : 111
All Departments
All Divisions
Suppress accounts with zero balances : Y

FUND 111 CRA DIAMOND SQUARE 626												
ELE OBJ	ACCOUNT DESCRIPTION	*****MONTH-TO-DATE*****			*****YEAR-TO-DATE*****			ANNUAL BUDGET	UNENCUMB. BALANCE	% BDT		
		BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP					
	12-00 REGULAR SALARIES & WAGES	1438	1139.20	79	19388	6702.37	35	.00	20835	14132.63	32	
	12-10 SALARY ADJUSTMENT	0	.00	0	0	.00	0	.00	0	.00	0	
	12-12 ACCRUAL PAYOUTS	267	.00	0	267	532.32	199	.00	533	.68	100	
	12 ** REGULAR SALARIES & WAGES	1705	1139.20	67	19655	7234.69	37	.00	21368	14133.31	34	
	14-00 OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0	
	14 ** OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0	
	15-00 SPECIAL PAY	10	.00	0	110	20.00	18	.00	120	100.00	17	
	15 ** SPECIAL PAY	10	.00	0	110	20.00	18	.00	120	100.00	17	
	21-00 FICA TAXES	138	87.16	63	1518	568.86	38	.00	1658	1089.14	34	
	21 ** FICA TAXES	138	87.16	63	1518	568.86	38	.00	1658	1089.14	34	
	22-00 RETIREMENT CONTRIBUTIONS	152	113.92	75	1672	643.29	39	.00	1826	1182.71	35	
	22 ** RETIREMENT CONTRIBUTIONS	152	113.92	75	1672	643.29	39	.00	1826	1182.71	35	
	23-00 LIFE/HEALTH INSURANCE	45	.00	0	495	78.44	16	.00	543	464.56	14	
	23-04 MEDICAL/RX SELF INSURED	633	29.00	5	6963	1172.92	17	.00	7603	6430.08	15	
	23 ** LIFE/HEALTH INSURANCE	678	29.00	4	7458	1251.36	17	.00	8146	6894.64	15	
	24-00 WORKER'S COMPENSATION	3	3.92	131	33	35.31	107	.00	38	2.69	93	
	24 ** WORKER'S COMPENSATION	3	3.92	131	33	35.31	107	.00	38	2.69	93	
	27-00 BENEFIT OFFSET	90	.00	0	90	180.00	200	.00	180	.00	100	
	27 ** BENEFIT OFFSET	90	.00	0	90	180.00	200	.00	180	.00	100	
	31-00 PROFESSIONAL SERVICES	3189	.00	0	35079	27647.41	79	5000.04	38278	5630.55	85	
	31-01 LEGAL EXPENSES	83	.00	0	913	754.00	83	246.00	1000	.00	100	
	31 ** PROFESSIONAL SERVICES	3272	.00	0	35992	28401.41	79	5246.04	39278	5630.55	86	
	34-00 CONTRACT SERVICES	958	250.00-	26-	10538	659.00	6	.00	11500	10841.00	6	
	34 ** CONTRACT SERVICES	958	250.00-	26-	10538	659.00	6	.00	11500	10841.00	6	
	39-00 CONTINGENCY	232	.00	0	8072	.00	0	.00	8314	8314.00	0	

FUND 111 CRA DIAMOND SQUARE 626		*****MONTH-TO-DATE***** YEAR-TO-DATE*****									
ELE OBJ	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
39 **	CONTINGENCY	232	.00	0	8072	.00	0	.00	8314	8314.00	0
40-00	TRAVEL & PER DIEM	183	.00	0	2013	1319.46	66	.00	2200	880.54	60
40 **	TRAVEL & PER DIEM	183	.00	0	2013	1319.46	66	.00	2200	880.54	60
41-00	COMMUNICATION	10	.00	0	110	.00	0	.00	120	120.00	0
41 **	COMMUNICATION	10	.00	0	110	.00	0	.00	120	120.00	0
42-00	POSTAGE & FREIGHT	41	.00	0	451	.00	0	.00	500	500.00	0
42 **	POSTAGE & FREIGHT	41	.00	0	451	.00	0	.00	500	500.00	0
43-00	ELECTRIC/WATER/SEWER	145	.00	0	1595	.00	0	.00	1740	1740.00	0
43 **	ELECTRIC/WATER/SEWER	145	.00	0	1595	.00	0	.00	1740	1740.00	0
44-00	RENTALS AND LEASES	0	.00	0	0	.00	0	.00	0	.00	0
44 **	RENTALS AND LEASES	0	.00	0	0	.00	0	.00	0	.00	0
45-00	INSURANCE	923	.00	0	4633	5564.00	120	.00	5564	.00	100
45 **	INSURANCE	923	.00	0	4633	5564.00	120	.00	5564	.00	100
46-00	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
46-03	REPAIR/MAINT-VEHICLES	0	.00	0	0	.00	0	.00	0	.00	0
46 **	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
47-00	PRINTING & BINDING	8	.00	0	88	.00	0	.00	100	100.00	0
47 **	PRINTING & BINDING	8	.00	0	88	.00	0	.00	100	100.00	0
48-00	PROMOTIONAL ACTIVITIES	83	.00	0	913	.00	0	.00	1000	1000.00	0
48 **	PROMOTIONAL ACTIVITIES	83	.00	0	913	.00	0	.00	1000	1000.00	0
49-00	OTHER CHARGES & OBLIG.	58	.00	0	638	80.93	13	.00	700	619.07	12
49 **	OTHER CHARGES & OBLIG.	58	.00	0	638	80.93	13	.00	700	619.07	12
51-00	OFFICE SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
51 **	OFFICE SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
52-00	OPERATING SUPPLIES	83	.00	0	913	91.76	10	.00	1000	908.24	9

DETAIL BUDGET REPORT SUMMARY BY OBJECT
92% OF YEAR LAPSED
WITHOUT FIXED CHARGES

FUND 111 CRA DIAMOND SQUARE 626		*****MONTH-TO-DATE*****		*****YEAR-TO-DATE*****		ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
ELE OBJ	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL			
52-30	FUEL OIL & LUBRICANTS	0	.00	0	0	.00	0	.00	0
52 **	OPERATING SUPPLIES	83	.00	0	913	91.76	1000	908.24	9
54-00	MEMBERSHIP/PUBLICATIONS	55	.00	0	605	635.00	670	35.00	95
54 **	MEMBERSHIP/PUBLICATIONS	55	.00	0	605	635.00	670	35.00	95
55-00	TRAINING	107	.00	0	1177	890.00	1290	400.00	69
55 **	TRAINING	107	.00	0	1177	890.00	1290	400.00	69
56-15	IT-RELATED OPERATING EXP	0	.00	0	0	.00	0	.00	0
56 **	TECHNOLOGY SYSTEMS	0	.00	0	0	.00	0	.00	0
61-00	LAND	0	.00	0	0	.00	0	.00	0
61 **	LAND	0	.00	0	0	.00	0	.00	0
63-00	INFRASTRUCTURE	15567	4748.80	31	166920	47488.00	182488	135000.00	26
63 **	INFRASTRUCTURE	15567	4748.80	31	166920	47488.00	182488	135000.00	26
64-00	MACHINERY AND EQUIPMENT	0	.00	0	0	.00	0	.00	0
64-15	IT HARDWARE	0	.00	0	0	.00	0	.00	0
64 **	MACHINERY AND EQUIPMENT	0	.00	0	0	.00	0	.00	0
65-00	CONSTRUCTION IN PROGRESS	0	.00	0	0	.00	0	.00	0
65 **	CONSTRUCTION IN PROGRESS	0	.00	0	0	.00	0	.00	0
82-00	AID PRIVATE ORGANIZATION	0	.00	0	0	.00	0	.00	0
82 **	AID PRIVATE ORGANIZATION	0	.00	0	0	.00	0	.00	0
83-00	OTHER GRANTS & AIDS	1250	.00	0	13750	.00	15000	15000.00	0
83 **	OTHER GRANTS & AIDS	1250	.00	0	13750	.00	15000	15000.00	0
91-01	TRANSFER TO GEN FUND 001	0	.00	0	0	.00	0	.00	0
91 **	INTERFUND TRANSFER	0	.00	0	0	.00	0	.00	0
FUND 111	TOTAL *****	25751	5872.00	23	278944	95063.07	304800	204490.89	33

PREPARED 09/11/2020, 14:42:44
PROGRAM: GM267RR
CITY OF COCOA, FLORIDA

DETAIL BUDGET REPORT SUMMARY BY OBJECT
92% OF YEAR LAPSED
WITHOUT FIXED CHARGES

PAGE 5
ACCOUNTING PERIOD 11/2020

FUND 111 CRA DIAMOND SQUARE 626	ACCOUNT	DESCRIPTION
	ELE OBJ	

[illegible]

GRAND TOTAL *****

25751	5872.00	23	278944	95063.07	34	5246.04	304800	204490.89	33
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Legislation Details (With Text)

File #: 20-601 **Version:** 2 **Name:**
Type: Informational Item **Status:** Agenda Ready
File created: 9/9/2020 **In control:** Diamond Square RDA
On agenda: 9/21/2020 **Final action:**
Title: Informational Item - Stormwater Master Plan
Sponsors:
Indexes:
Code sections:
Attachments: [9-21 Stormwater Master Plan DS.pdf](#)

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

Memo Date: September 9, 2020
Agenda Date: September 21, 2020
Prepared By: Lori Chabot, Redevelopment Coordinator
Through: Nancy A. Bunt, Community Services Director
Requested Action:
Informational Item - Stormwater Master Plan

BACKGROUND:

At the August 17, 2020, DS CRA Meeting, members requested information on the 10-year Stormwater Master Plan as it relates to Diamond Square.

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:

Informational Item - Stormwater Master Plan

(9) **FM-10: Provost Park / Pinegrove Park Ditch Piping**

Location

Project FM-10 is located on the west of Provost Park, a 9-acre multi-use park located on S Varr Ave., just south of W King St. There is an open field bounded by a pine grove on the western section of the park, Pinegrove Park, with an open ditch that is used to convey stormwater runoff. This open ditch is a section of a larger conveyance system that is transporting runoff from the drainage basin south to a retention pond on Pluckebaum Rd.

Proposed Improvements

It is proposed that the existing open ditch be replaced by piping in order to complete the section extending from W Kind St. to the wet pond south.

Benefits

Open ditch systems require constant maintenance in order to sustain their ability to transport stormwater runoff effectively. Therefore, piping of these ditches reduces maintenance costs to the City in the long run. Apart from important benefits provided by covering up of this ditch, this project would complete the final section piping the runoff from W King St. southward.

Cost Estimate

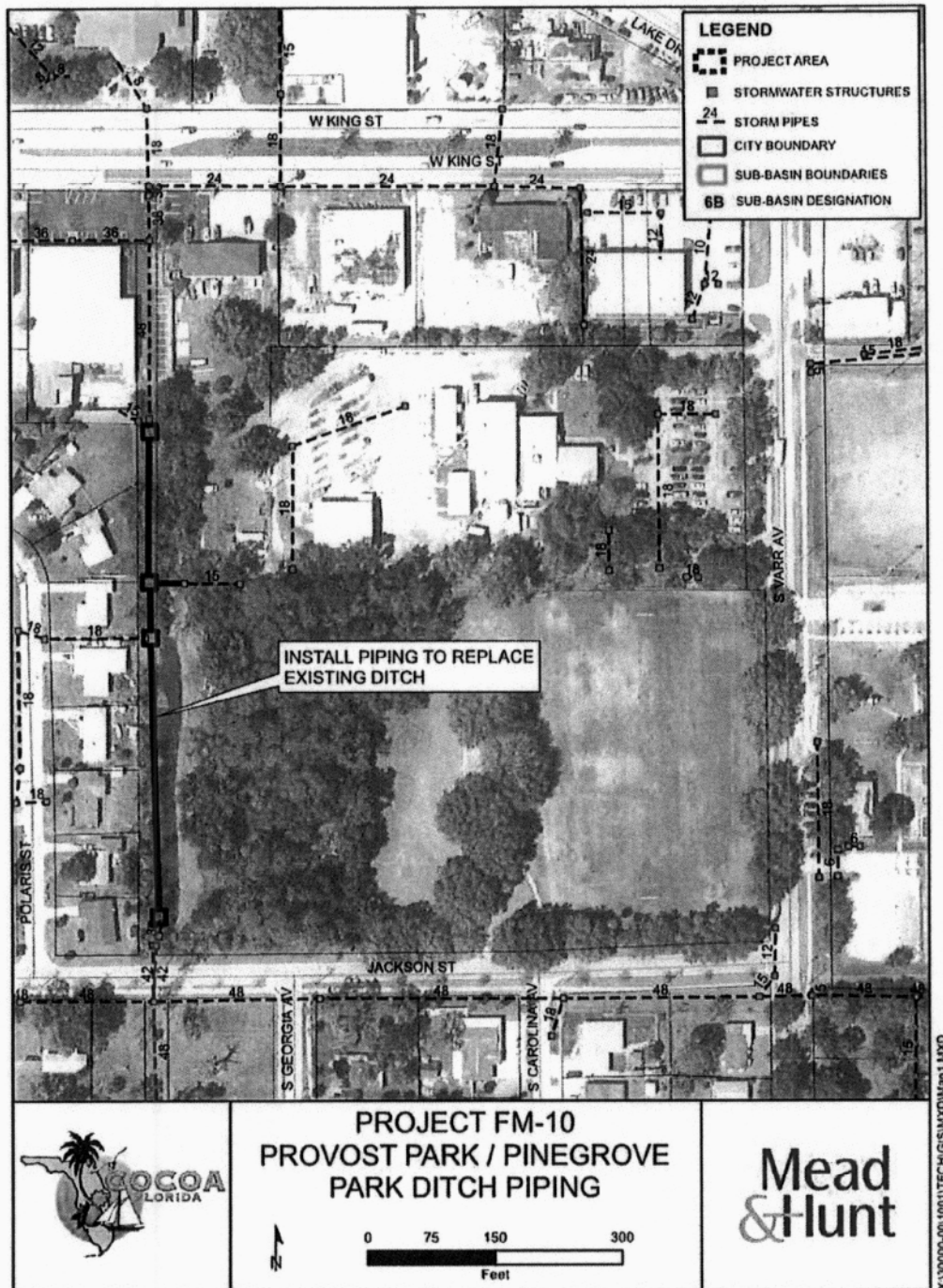
This project is anticipated to cost \$244,125 to install about 600 ft of storm piping and the necessary structures to connect this new system to the existing piping.

Section 3
Recommended Flood Mitigation Projects

Table 14: Cost Estimate Table – Project FM-10: Provost Park / Pinegrove Park Ditch Piping.

Project FM-10: Provost Park / Pinegrove Park Ditch Piping						
Item Number	Location	Item Description	Quantity	Unit	Unit Cost	Amount
1	Provost Park / Pinegrove Park	Construction activities				
	- Site Preparation	Dewatering and Flow Control	1	LS	\$15,000.00	\$15,000.00
	- Furnish & Install	Stormwater Structures	5	EA	\$5,000.00	\$25,000.00
	- Storm Piping	48" RCP	600	LF	\$175.00	\$105,000.00
	- Right of Way Restoration	Sodding, Landscaping, etc.	1	LS	\$10,000.00	\$10,000.00
SUB-TOTAL						\$155,000.00
- Mobilization @						10% \$15,500.00
- Contingencies @						15% \$23,250.00
SUB-TOTAL OF CONSTRUCTION COST						\$193,750.00
- Eng Design & Permitting @						15% \$29,062.50
- Subconsultants @						5% \$9,687.50
- Constr Admin and Insp @						6% \$11,625.00
TOTAL PROJECT COST						\$244,125

Section 3
Recommended Flood Mitigation Projects



(13) **FM-14: Diamond Square Drainage Improvements**

Location

Project FM-14 is part of the greater Diamond Square CRA, a 430-acre community redevelopment area. The area of interest is approximately 100 acres between SR-520/King St. and Rosa L. Jones Blvd, and between Blake Ave. and the Florida East Coast (FEC) Railroad. The land use in the surrounding Diamond Square area is made up of mostly residential parcels with some commercial activity near the main roadway north of the project site, SR520.

Proposed Improvements

This project proposes improvements to the drainage of the Diamond Square CRA. Past studies suggested drainage improvements in the following categories:

- Conveyance Improvements
- Storage Improvements
- Mitigation Improvements

Project WQ-12 is an element of this drainage improvement plan, as it intends to excavate a 0.94-acre pond in a vacant property on W Railroad Ave.

Benefits

These efforts to improve the drainage of the Diamond Square CRA are an important element in attenuating the flows of stormwater for the changing land use landscape that is Diamond Square. As part of the greater redevelopment plan, this project is an essential component in reducing the physical and environmental impact on water resources.

Cost Estimate

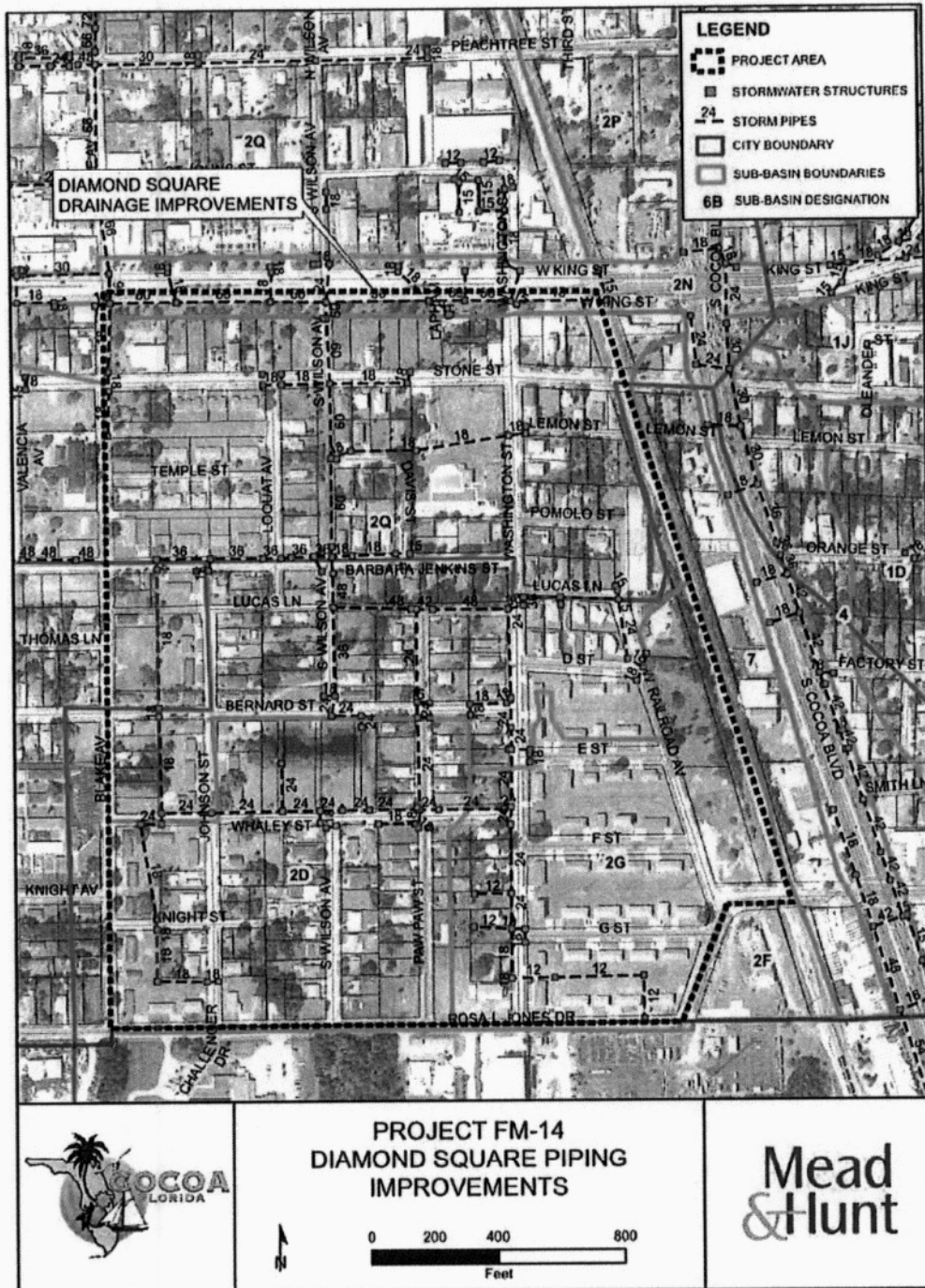
Preliminary cost estimates associated with drainage improvements to the Diamond Square area assume about 800 ft of piping and several stormwater structures are to be put in place to channel stormwater flows to existing outfalls in Bracco Pond or in the future Verizon stormwater pond. It is anticipated that this would cost \$235,872. However, further study and understanding of localized flooding in the area may change the scope of this project.

Recommended Flood Mitigation Projects

Table 18: Cost Estimate Table – Project FM-14: Diamond Square Drainage Improvements.

Project FM-14: Diamond Square Pond & Piping Improvements						
Item Number	Location	Proposed Retrofit Improvements				
	Diamond Square	Item Description	Quantity	Unit	Unit Cost	Amount
1	Construction activities					
	- Site preparation	Demolition	1	LS	\$30,000.00	\$30,000.00
	- Site preparation	Pond Excavation	1	LS	\$15,000.00	\$15,000.00
	- Storm Piping	15" - 24" RCP	800	LF	\$85.00	\$68,000.00
	- Furnish & Install	Stormwater Structures	4	EA	\$4,000.00	\$16,000.00
	- Landscaping	Sodding, landscaping, etc.	1	LS	\$15,000.00	\$15,000.00
<u>Qualifications (if applicable)</u>						
1			SUB-TOTAL			\$144,000.00
			- Mobilization @ 10%			\$14,400.00
			- Contingencies @ 20%			\$28,800.00
			SUB-TOTAL OF CONSTRUCTION COST			\$187,200.00
			- Eng Design & Permitting @ 15%			\$28,080.00
			- Subconsultants @ 5%			\$9,360.00
			- Constr Admin and Insp @ 6%			\$11,232.00
			TOTAL PROJECT COST			\$235,872

Section 3
Recommended Flood Mitigation Projects



(14) **FM-15: Annual Curb & Gutter R&M Program**

Location

Project FM-15 is part of a City-wide effort to maintain stormwater facilities in working order. This project scrutinizes the network of curbs & gutters and focuses on the annual maintenance and replacement of sub-standard, deteriorated and non-existing curbs around the City.

Proposed Improvements

This project proposes establishing an annual program to analyze, replace, and/or, maintain curbs and gutters around the City. Some survey services from outside contractors may be included with this item for proper installation of new curb to the proper slope.

Benefits

Curbs and gutters are important elements ensuring proper conveyance of runoff to inlets and other stormwater structures. This project will help protect and maintain the stormwater assets of the City. Additionally, this program would ensure all structures are adequate and thus prevent or alleviate localized flooding issues associated with deteriorated structures.

Cost Estimate

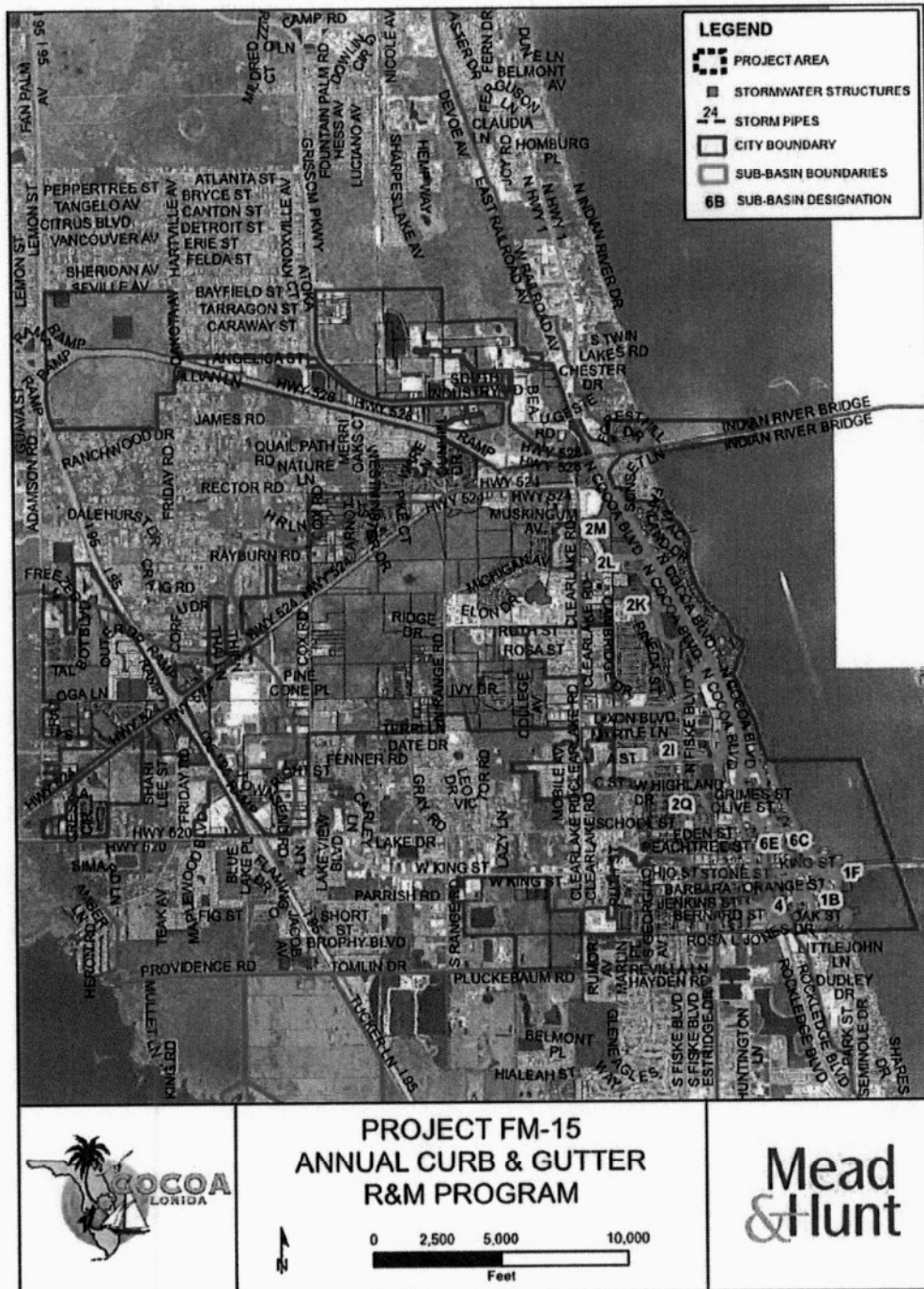
The City has previously allocated a yearly amount of \$50,000 to this annual program.

Section 3
Recommended Flood Mitigation Projects

Table 19: Cost Estimate Table – Project FM-15: Annual Curb & Gutter R&M Program.

Project FM-15: Annual Curb & Gutter R&M Program							
Item Number	Location		Item Description	Proposed Retrofit Improvements			
	City of Cocoa			Quantity	Unit	Unit Cost	Amount
1		Annual Program					
		- Curb & Gutter Replacement	Concrete Curbing	2,500		\$20.00	\$50,000.00
<u>Qualifications (if applicable)</u>				SUB-TOTAL			
1	Previously allocated amount per year.						\$50,000.00
				- Mobilization @		0%	\$0.00
				- Contingencies @		0%	\$0.00
				SUB-TOTAL OF CONSTRUCTION COST			
							\$50,000.00
				- Eng Design & Permitting @		0%	\$0.00
				- Subconsultants @		0%	\$0.00
				- Constr Admin and Insp @		0%	\$0.00
				TOTAL PROJECT COST			
							\$50,000

Section 3
Recommended Flood Mitigation Projects



Recommended Water Quality Projects

Table 39: Cost Estimate Table – Project WQ-10: 72" Outfall Baseflow Capture/Treatment.

[illegible]

Section 4
Recommended Water Quality Projects

Table 40: Nutrient Removal Cost/Pound Table – Project WQ-10: 72" Outfall Baseflow Capture/Treatment.

Project WQ-10: 72" Outfall Baseflow Capture/Treatment					
Project #	Improvement	Estimated TN Removal (lbs/year)	Estimated TP Removal (lbs/year)	Cost/TN Pound	Cost/TP Pound
WQ-10	Dry Pond	216.40	27.40	\$ 5,622.25	\$ 44,406.68
Assumptions:					
8000 SY	296 CY				
1.71 mg/L TN	=	1.43E-05 lbs/gal		Based on Grab Samples provided	
0.21 mg/L TP	=	1.75E-06 lbs/gal		Based on Grab Samples provided	
Assume pumping a continuous flow of 300 gpm @ 6 hrs / day for 180 days/year.					
Flow	300 gpm		0.6684 cfm		
Time Length	6 hrs/day				
Days / Year	180 days/year				
Annual Flow	2,598,930.48 cf/yr				
	19,440,000.00 gal/yr				
Annual Load					
TN	277.4 lbs/yr				
TP	34.1 lbs/yr				
BAM Treatment	44%				
Load Removed					
TN	122.1 lbs/yr				
TP	15.0 lbs/yr				
Phase 1 Pond					
US-1 Drainage Basin Area		5 ac			
CN		93			
DCIA		85 %			
Treatment Depth		3 inches			
Loading to Pond					
TN	97.5 kg/yr		214.5 lbs/yr		
TP	12.83 kg/yr		28.226 lbs/yr		
Removal Efficiency					
	TN =		44 %		
	TP =		44 %		
Discharge Load					
TN	54.62 kg/yr		120.164 lbs/yr		
TP	7.19 kg/yr		15.818 lbs/yr		
Load Removed					
TN	42.88 kg/yr		94.336 lbs/yr		
TP	5.64 kg/yr		12.408 lbs/yr		

Section 4
Recommended Water Quality Projects

