



DIAMOND SQUARE

REDEVELOPMENT AGENCY

Tracy Moore
Chairperson

Delores Martin
Vice Chairperson

Ed Jones
Board Member

Jewel Collins
Board Member

Larry Robinson
Board Member

Sylvia Thomas
Board Member

SPECIAL MEETING AGENDA

DATE: Monday, August 20, 2018
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

AGENDA: Regular Meeting of August 20, 2018

MINUTES: Special Meeting of June 25, 2018

III. DELEGATIONS

IV. PRESENTATIONS

V. ACTION ITEMS

1. Proposed 2019 Fiscal Year Budget
2. Community Garden Expenses & Budget Transfer to Operating Supplies, Contract Services

VI. UPDATES AND STAFF REPORTS

1. DS CRA Project Updates

VII. NEXT MEETING DATE

The next meeting of the Diamond Square Redevelopment Agency is September 17, 2018. 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.



City of Cocoa

65 Stone Street
Cocoa, FL 32922

Legislation Details (With Text)

File #: 18-351 **Version:** 1 **Name:** AGENDA: Regular Meeting of August 20, 2018
Type: Agenda **Status:** Agenda Ready
File created: 8/9/2018 **In control:** Diamond Square RDA
On agenda: 8/20/2018 **Final action:**
Title: Approve the Agenda for the Regular meeting of August 20, 2018, as presented or with amendments.
Sponsors:
Indexes:
Code sections:
Attachments: 1. DS CRA REGULAR MEETING AGENDA AUG 20 2018

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

Memo Date: August 8, 2018
Agenda Date: August 20, 2018
Prepared By: Samia Singleton, Economic Development Specialist
Through: Karen Hamilton, Community Services Director
Requested Action:
Approve the Agenda for the Regular meeting of August 20, 2018, as presented or with amendments.

BACKGROUND:

The Diamond Square CRA approves the agenda for all of its Regular meetings at the beginning of such meetings.

BUDGETARY IMPACT:

No budgetary impact.

PREVIOUS ACTION:

The Diamond Square CRA has approved its agenda for all Regular meetings at the beginning of the meetings

RECOMMENDED MOTION:

Approve the Agenda for the Regular meeting of August 20, 2018, as presented or with amendments.

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@cocoafll.org.

V-2 18-357

1) Approve the Diamond Square Community Garden Estimated Expenses;
2) Approve a budget transfer in the amount of \$5,455 from the Other Grants and Aids Account to the Operating Supplies, Contract Services and Electric/Water/Sewer Accounts to cover the costs of the water, raised garden beds, soil, compost, mulch and irrigation; 3) Approve an application for a Lowe's Gives Foundation (LGF) Lowe's Small Grant and a Home Depot Foundation Community Impacts Grant to fund community garden materials and supplies.

Attachments:Expenses

070918 - Tropical Lawn Mulch and Nursery - 15 yards gold mulch - \$390.00

070918 - Tropical Lawn Mulch and Nursery - 20 yards potting soil, 10 yards corr

Peachtree Community Garden Revised

Greenes-Fence-4-ft-x-8-ft-x-10-5-in

RE Water for DS CRA Community Garden

DSCRA Sponsorship application form

Potential Sponsors

BAF-CS-Diamond Square CRA Community Garden (8-20-18)-FY18

VI. UPDATES AND STAFF REPORTS:

VI-1 DS CRA Project Updates

VII. NEXT MEETING DATE:

The next regularly scheduled meeting of the Diamond Square Redevelopment Agency will be on Monday, September 17, 2018 at 6:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

IX. ADJOURNMENT**NOTICE TO THE PUBLIC:**

I. CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

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

18-351 Approve the Agenda for the Regular meeting of August 20, 2018, as presented or with amendments.

Attachments: DS CRA REGULAR MEETING AGENDA AUG 20 2018

MINUTES:

18-352 Approve the Minutes for the Special Meeting of June 25, 2018, as written or with amendments

Attachments: Minutes 06-25-18 (Final)

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:**

V-1 18-350 Approve the Diamond Square CRA Proposed Fiscal Year 2019 Budget

Attachments: FY19 Diamond Square CRA Proposed Budget Revenues Report (8-17-18)
FY19 Diamond Square CRA Proposed Budget Expense Report (8-17-18)

City of Cocoa

*65 Stone Street
Cocoa, FL 32922*



Meeting Agenda

Monday, August 20, 2018

6:00 PM

Cocoa City Council Chambers

Diamond Square RDA



Legislation Details (With Text)

File #: 18-352 **Version:** 1 **Name:** MINUTES: Special Meeting of June 25, 2018
Type: Minutes **Status:** Agenda Ready
File created: 8/9/2018 **In control:** Diamond Square RDA
On agenda: 8/20/2018 **Final action:**
Title: Approve the Minutes for the Special Meeting of June 25, 2018, as written or with amendments
Sponsors:
Indexes:
Code sections:
Attachments: 1. Minutes 06-25-18 (Final)

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

Memo Date: August 9, 2018
Agenda Date: August 20, 2018
Prepared By: Samia Singleton, Economic Development Specialist
Through: Karen Hamilton, Community Services Director
Requested Action:
Approve the Minutes for the Special Meeting of June 25, 2018, as written or with amendments

BACKGROUND:

The Diamond Square CRA approves the minutes for all of its Special meetings at the beginning of such meetings.

BUDGETARY IMPACT:

No budgetary impact.

PREVIOUS ACTION:

The Diamond Square CRA has approved its minutes for all Special meetings at the beginning of the meetings.

RECOMMENDED MOTION:

Approve the Minutes for the Special Meeting of June 25, 2018, as written or with amendments.

MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
SPECIAL MEETING
JUNE 25, 2018

A Special Meeting of the Diamond Square Redevelopment Agency Board was held on June 25, 2018 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairwoman Moore called the meeting to order at 6:06 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
Torri Edwards	Recording Secretary

ABSENT:

Delores Martin	Vice Chairperson
Edward Jones	Agency member
Joseph Colombo	Agency counsel (Excused)
Clarence Whipple Jr.	Council Liaison

STAFF PRESENT:

Karen D. Hamilton, Community Services Director, **Samia Singleton**, Redevelopment Specialist, and **Larry Lallo, CEcD, EDFP**, Economic Development Manager.

Agency member **Collins** provided the invocation and **Chairwoman 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: Special Meeting of June 25, 2018

- * **MOTION by Agency member Robinson; SECONDED by Agency member Collins to approve the agenda for the Special Meeting of June 25, 2018.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

MINUTES: Minutes of the Regular Meeting of April 16, 2018

- * **MOTION by Agency member Collins; SECONDED by Agency member Thomas to approve the minutes of the Regular Meeting of April 16, 2018.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

III. DELEGATIONS:
NONE

IV. PRESENTATIONS:
NONE

V. ACTION ITEMS:

1. Community Garden Memorandum of Understanding:

Ms. Singleton apologized for the late delivery of the agenda packets. She explained that all future agendas will go through an electronic approval process and be delivered electronically.

Chairperson Moore asked if the board will need to print their own agenda packet. **Ms. Singleton** stated that there will be copies at the meeting for members that request them. The purpose for the electronic delivery and approval system is to provide a sustainable method. **Ms. Hamilton** added that the packets may be placed in the mailboxes in the Clerk's office or picked up from the Community Services Department.

Ms. Singleton requested approval of the Community Garden Memorandum of Understanding between the Diamond Square Community Redevelopment Agency and the City of Cocoa for the purposes of operating a community garden at 1112 Peachtree Street and authorize use of unencumbered funds in the Other Grants and Aids Account for initial community garden expenses.

Ms. Singleton discussed the timeline of the CRA gaining responsibility for management of the community garden. She discussed the community garden objectives. She noted that staff and legal counsel developed the MOU based on the public meeting held on April 12, 2018 and the CRA's goals and objectives. **Ms. Singleton** explained the MOU stipulations. The CRA is required to complete a series of activities within eight (8)

months of executing the MOU. The CRA has completed identifying partners and stakeholders, planning committee, identified objectives, and a strategy for management monitoring and reporting. The garden layout, site plan approval, a draft budget of estimated expenses, community outreach, and recruiting volunteers and gardeners has been started.

Ms. Singleton reported that Staff met with the Planning and Zoning Division to discuss the draft plan. The garden is considered a park and would require two (2) parking spaces. She explained that the City has agreed to install a driveway apron which will allow drivers to load and unload as needed. There will be no parking on site. **Chairperson Moore** inquired whether the driveway apron will be center focused or street focused. **Ms. Singleton** stated that the driveway apron will be constructed on the property. The timeline for the parking has not been established at this time.

Ms. Singleton reported that the garden is anticipated to open in September 2018. She discussed the timeline for opening the garden.

Ms. Singleton stated that the CRA has \$5,751 in encumbered funds in the Other Grants and Aids Account that can be transferred to the Contract Services or Operating Supplies Account to cover initial garden expenses. Invoices provided from the UCF Community Garden at Wickham Park determined an estimate of the budget. **Chairperson Moore** asked whether the UCF garden is similar in size. **Ms. Singleton** confirmed that the gardens are similar in size.

Agency member Collins requested clarification on who is helping with the garden. **Ms. Singleton** stated that the City will install a driveway apron for loading and unloading. **Agency member Collins** inquired whether there are volunteers to work the garden. **Ms. Singleton** replied that there are volunteers and that the garden will be designed to be self-sufficient with minimum maintenance required.

Chairperson Moore inquired on the price of the garden plots. **Ms. Singleton** stated that a price has not been established at this time. The price will be affordable for the residents.

Agency member Thomas asked if the plot owners will be selling the produce. **Chairperson Moore** replied that the plots are for personal use.

Chairperson Moore recommended creating rules and regulations to assure that plots are not neglected by the owners. She inquired who will manage the garden. **Ms. Singleton** reported that Staff will manage the garden in the beginning and then turn it over to the planning committee or a volunteer.

Chairperson Moore inquired whether the gentlemen from the public meeting and UCF are still interested in working with the garden. **Ms. Singleton** confirmed that they are still interested in the garden and the planning process will move forward now that the parking issue has been resolved.

Chairperson Moore asked if the day care will have a plot for the children. **Ms. Singleton** reported that the day care is interested in a plot and have scheduled a clean-up day for the site.

Chairperson Moore suggested that the garden be organic and limit use of pesticides. **Ms. Singleton** noted that UCF is working with staff to establish the garden correctly. **Agency member Thomas** inquired whether the garden will be fenced in. **Ms. Singleton** confirmed that the garden will be fenced in.

Mr. Lallo stated that staff will develop a management plan with policies and present to the board for approval. **Ms. Hamilton** noted that the CRA will have agreements with the plot owners and any concerns will be address in the management plan. The MOU agreement is only between the City and the CRA.

Chairperson Moore suggested having a Community Work Day in August 2018. **Agency member Collins** recommended having an Opening Day celebration for the garden.

Chairperson Moore inquired whether the community garden would need to be established as a budget line item. **Ms. Singleton** explained that a line item for the garden is not required, because the expenses that are contracted would fall under the Contract Services Account. Budget transfers will be presented to the CRA once the quotes are received.

Agency member Collings requested clarification on water for the garden. **Ms. Singleton** stated that the plot rental fees and sponsorship dollars will pay for the water expense. **Chairperson Moore** inquired what the estimated monthly bill will be. **Ms. Singleton** stated she will have an estimate for the next meeting. The water bill will come out of the Electric/Water/Sewer Account.

* **MOTION by Agency member Collins; SECONDED by Agency member Robinson to approve the Community Garden Memorandum of Understanding between the Diamond Square Community Redevelopment Agency and the City of Cocoa for the purposes of operating a community garden at 1112 Peachtree Street and authorize use of unencumbered funds in the Other Grants and Aids Account for initial community garden expenses.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

2. Fiscal Year 2018-2019 Project Priorities:

Ms. Singleton request that the board provide Staff direction on project priorities for the Fiscal Year 2018-2019 budget. The five (5) projects listed are:

- Funding for the RFP for Community Services within the CRA Redevelopment Area-\$20,000
- Community Policing-\$4,500
- Dr. Joe Lee Smith Community Center Pool Resurfacing & Improvements-\$100,000
- Provost Park Improvements-\$50,000
- Women's Veteran Housing Program-\$60,000

Ms. Hamilton noted that the Women's Veteran Housing Program cost is \$60,000 for six (6) lots.

Ms. Singleton stated that the CRA funds will not cover all the projects listed. The projects that the CRA chooses to move forward with will be programmed into the FY 19 budget based on funding availability, operating and personnel expenses.

Chairperson Moore requested to hear more information about the Women's Veteran Housing Program. **Ms. Singleton** stated there is a proposal from Habitat of Humanity in the agenda packet and stated that M.E. Kelly and Jane Higgins with Habitat for Humanity attended to describe the project to the CRA or answer any questions.

M. E. Kelly, of 4515 Babcock Street, stated she is a female veteran. She explained that many female veterans are homeless and living in the woods. A home will make them feel safe and secure. **Chairperson Moore** inquired whether the project would be similar to the other Habitat for Humanity projects.

Jane Higgins, of 4515 Babcock Street, confirmed that the requirements would be the same as the other Habitat for Humanity projects. The process takes about 6 months with family and friends participating in the sweat equity. The proposed homes are designed to be 1,200 square feet with two (2) bedrooms and one and half bathrooms.

Ms. Kelly noted that more than one (1) veteran can live in the home if they are qualified through the program and willing to share.

Chairperson Moore inquired whether the veterans are qualified for a VA loan for government housing. **Ms. Kelly** stated that some of the veterans may qualify. **Ms. Higgins** reported that usually the younger veterans do not qualify at the lower income level.

Chairperson Moore inquired whether the project will follow a model. **Ms. Higgins** stated that Habitat for Humanity is becoming increasingly involved with providing homes for veterans. **Ms. Kelly** reported that there are 5,488 female veterans living on the street in Brevard County.

Agency member Robinson noted that he is a veteran and understands that it is difficult for the younger veterans to secure homes due to less time served and being disabled.

Agency member Collins inquired where Habitat for Humanity is located. **Ms. Higgins** stated that their office is located on Babcock Street, Palm Bay, Florida. **Agency member Collins** inquired whether there are Habitat for Humanity homes in Cocoa. **Ms. Higgins** reported that there are at least twenty (20) home owners in Cocoa.

Agency member Thomas inquired about the outcome if two (2) people that move into the home together decide to end the shared agreement with Habitat for Humanity. **Ms. Kelly** stated that both parties are responsible for the mortgage.

Chairperson Moore thanked **Ms. Kelly** and **Ms. Higgins** for the information. She understands the need for female veteran housing. **Ms. Higgins** stated that they would like to make one of the homes an apostle build.

Ms. Singleton noted that the project would require the CRA to donate \$60,000 at \$10,000 per lot plus the land.

Chairperson Moore stated that the funding for the RFP for community services were awarded to community programs in the Diamond Square area. The grants have been awarded to Alliance for Neighborhood Restoration and Cocoa PAL in the past. There are no recent updates from PAL. **Ms. Singleton** noted that staff will request that PAL provide an annual update to the board in August or September 2018.

Delores McLaughlin, of 307 Blake Avenue, representing ANR, clarified that she is the primary person responsible for Cocoa PAL. The program update is included in the ANR Annual Report. The Cocoa Police Department Community Policing Unit is responsible for providing an annual report on community policing.

Agency member Collins inquired whether ANR is currently located at 307 Blake Avenue. **Ms. McLaughlin** confirmed that ANR is there temporarily. She spoke with Mr. Whipple, Jr. regarding people requesting access to the building.

Agency member Collins stated that the Juneteenth program was well attended and that several people contacted her to express how they enjoyed the program. **Chairperson Moore** and **Agency member Thomas** agreed that the program was very good and at a great location. **Ms. McLaughlin** reported that the proceeds benefit the children in Diamond Square.

Chairperson Moore inquired whether the Stone Street Project will be completed before FY19 budget. **Ms. Singleton** noted that Stone Street is anticipated to be completed by December 2018.

Chairperson Moore noted that the Dr. Joe Smith Center pool resurfacing and improvement and the Provost Park improvements are requiring large amounts of funding. **Agency members Thomas and Collins** agree that the board should provide funds for the Dr. Joe Lee Smith Center pool resurfacing and improvements. **Agency member Collins**

recommended that there be life guards at the pool for safety concerns. **Agency member Thomas** stated that having a pool is essential for offering swimming lessons.

Chairperson Moore asked if the pool resurfacing and improvements were included in the City's budget for the new Dr. Joe Lee Smith Center. **Ms. Singleton** reported that the funds budgeted for the center are for the construction of the new center only.

Chairperson Moore inquired about the improvement plans and drainage issue for Provost Park. **Agency member Robinson** stated that there are several potholes and loose gravel at the park. **Ms. Singleton** noted that staff will provide additional information on the Provost Park plans at the next meeting.

Chairperson Moore requested that the board member think about other community issues that need to be addressed and present them at the next meeting. The board listed the priority order as:

1. Funding for the Request of Proposal (RFP) for Community Services within the CRA Redevelopment Area-\$20,000
2. Community Policing-\$4,500
3. Women's Veteran Housing Program-\$60,000
4. Dr. Joe Lee Smith Center Pool Resurfacing & Improvements-\$100,000
5. Provost Park Improvements-\$50,000

Chairperson Moore recommended leaving some funds in the budget for miscellaneous community projects.

3. Fiscal Year 2018-2019 Funding Request for Proposals:

Ms. Singleton requested that the board authorize staff to issue the Diamond Square CRA FY 19 Funding Request for Proposals. She stated the CRA's focus to work on projects and initiatives. The CRA must follow the City's policies and guidelines in the Financial Operations Manual (FOM) for entering into a service contract. A Request for Proposals (RFP) for community initiatives and projects was developed for the CRA. The CRA voted to waive the RFP process for FY 18 due to time restraints and prior funding commitments. The draft RFP for FY 19 is included in the agenda packet. The awards are valued from \$5,000 to \$20,000.

Ms. Singleton reported that the draft RFP aligns with the Florida Statutes and the CRA's Redevelopment Plan and goals and objectives. The timeline for the RFP was explained to the board. **Ms. Hamilton** stated that Staff will work with the CRA on refining the RFP.

Chairperson Moore stated that this is an aggressive timeline. **Ms. Hamilton** replied that the timeline ensures that the contracting is ready at the start of the fiscal year.

Chairperson Moore inquired whether there have been funding requests from other agencies. **Ms. Singleton** confirmed that staff has received inquiries for Diamond Square

CRA funding. **Chairperson Moore** inquired whether the draft RFP is only for the \$20,000 award for Professional Services. **Ms. Singleton** confirmed that it is and that the CRA may increase or decrease the amount of funding.

Agency member Collins inquired whether staff knows who will be submitting a proposal. **Ms. Hamilton** replied that staff does not know who will be responding to the RFP. **Chairperson Moore** asked how the RFP will be advertised. **Ms. Singleton** stated that the RFP information will be advertised through the City's email list, Facebook, and the City's website. **Ms. Hamilton** added that the City Clerk's Office will have the RFP information.

Chairperson Moore explained that the RFP process is new for the board and she wants to ensure that all agencies have knowledge of the RFP. She inquired whether agencies could ask question about the RFP.

Mr. Lallo noted that other RFP's have held visioning forums to address questions. The forum was scheduled ten (10) days after the issue date and the RFP issue date allowed thirty (30) days before the deadline to submit. The questions and answers are recorded and open to the public. He suggested adding fifteen (15) days to the RFP timeline to allow for the visioning forum.

Chairperson Moore inquired whether there will be a scoring system for the RFP submittals. **Ms. Hamilton** noted that a scoring system will need to be developed and she inquired whether the board had any suggestions. **Chairperson Moore** stated that the submittals should be measured on meeting criteria 1-9. **Ms. Singleton** added that scoring system will allow staff to assign weight to each of the criteria. **Ms. Hamilton** noted that she has an example of a ranking system which can be provided for the board to review.

- * **MOTION by Agency member Collins; SECONDED by Agency member Robinson to authorize staff to issue the Diamond Square Community Redevelopment Agency Fiscal Year 2018-2019 Funding Request for Proposals with the amendments to the timeline dates and the insertion of questions and ranking.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

- * **MOTION by Agency member Robinson; SECONDED by Agency member Collins to extend the meeting for 30 minutes.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

VI. UPDATES AND STAFF REPORTS:

1. Stone Street Streetscape Project Update (verbal update):

Ms. Singleton stated that construction started May 21, 2018 and the anticipated completion date is December 17, 2018. The project is 21% percent completed. Staging is taking place at Valencia Street and Stone Street. The irrigation is completed. The curbs and sidewalk on the south side of Stone Street are complete. She noted that the CRA's commitment will be completed at the end of FY 18.

2. Rosa L. Jones Bus Stop Bench (verbal update):

Ms. Singleton stated that the Rosa L. Jones Bus Stop Bench project has been delayed until further notice. Only one company makes benches that match the City's current benches. The Public Works Department is in the process of making the company the sole source vendor for benches. **Chairperson Moore** asked if there is an anticipated date for completion of the sole source process. **Ms. Singleton** replied that the anticipated date is the end of FY 18.

Agency member Robinson inquired whether the vendor is in Canada and if it will increase the price of the bench. **Ms. Singleton** noted that the vendor is in Canada and will not affect the price of the bench.

3. Dr. Joe Lee Smith Center (verbal update):

Ms. Singleton reported that on May 22, 2018 City Council voted to keep the Dr. Joe Lee Smith Center at the current location. The City has retained the architect John Zwick, Architects RZK, Inc., to complete the design for the center and develop the design criteria package that will be used by the engineer to complete the engineer plans. The new center will be built as presented to the board with a warming kitchen, but will not be a Hurricane Shelter. The pool renovation is not included in the budget. The City is requesting that the CRA contribute funds for the pool renovation. The construction is scheduled to start FY 19.

Chairperson Moore inquired whether the CRA's only obligation with the new center is the renovation of the pool. **Ms. Singleton** replied that the pool renovation is the only obligation at this time.

Ms. Singleton added that the City is using Wickham Park, Walter Butler, and Melbourne Community Centers as models for the new center. She stated that staff will be taking a tour of the Walter Butler Center and invited the CRA to attend. **Ms. Hamilton** noted that the event will need to be on notice with the City Clerk if two (2) or more members will be attending.

Chairperson Moore requested that the CRA be able to review the construction timeline and design.

Herb Hernandez, of 828 Stone Street, Executive Director of the Cocoa Housing Authority. He reported that renovations have started. There are sixty (60) homes vacant

on School Street, Pineda Street, and Grove Avenue. The residents will be moved back in their homes in September 2018. The cost of the construction is \$10.3 million. The south side of town has a closing date in March 2019 and the cost of that renovation is \$13 million.

Mr. Hernandez stated the Cocoa Housing Authority may be applying to build a Senior Housing building. He reported that they are providing a summer feeding program and recreation program for the children. The housing units will be smoke-free starting July 1, 2018.

Chairperson Moore inquired about the Senior Housing plans. **Mr. Hernandez** stated that the Cocoa Housing Authority has applied for funding. He explained the guidelines for the age classification of Senior Housing.

Agency member Thomas asked where the Senior Housing would be located. **Mr. Hernandez** discussed three (3) sites that the homes could be constructed on.

- * **MOTION by Agency member Collins; SECONDED by Agency member Robinson to extend the meeting for 2 minutes.**

AYES: Moore, Robinson, Collins, Thomas

MOTION CARRIED (4-0)

Agency member Collins inquired whether anyone had information about the Riverfront Park event on July 1, 2018. **Chairperson Moore** read the flyer that stated the event is free will have a Big Band Concert at 7 pm.

VII. NEXT MEETING DATE:

The next meeting of the Diamond Square Redevelopment Agency will be a Regular Meeting to be held on July 16, 2018 at 6:00 pm at City Hall, 65 Stone Street.

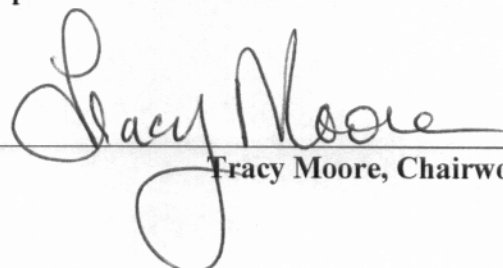
IX. ADJOURNMENT:

- * **MOTION by Agency member Collins; SECONDED by Agency member Robinson to adjourn the Special Meeting of June 25, 2018.**

AYES: Moore, Robinson, Collins, Thomas

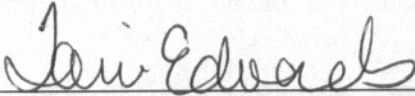
MOTION CARRIED (4-0)

MEETING WAS ADJOURNED AT 8:31 pm



Tracy Moore, Chairwoman

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Torri Edwards", written in dark ink.

Torri Edwards, Recording Secretary



Legislation Details (With Text)

File #: 18-350 **Version:** 1 **Name:** Proposed 2019 Fiscal Year Budget
Type: Agenda **Status:** Agenda Ready
File created: 8/9/2018 **In control:** Diamond Square RDA
On agenda: 8/20/2018 **Final action:**
Title: Approve the Diamond Square CRA Proposed Fiscal Year 2019 Budget
Sponsors:
Indexes:
Code sections:
Attachments: 1. FY19 Diamond Square CRA Proposed Budget Revenues Report (8-17-18), 2. FY19 Diamond Square CRA Proposed Budget Expense Report (8-17-18)

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

Memo Date: August 8, 2018
Agenda Date: August 20, 2018
Prepared By: Samia Singleton, Economic Development Specialist
Through: Karen D. Hamilton, Community Services Director
Requested Action:
Approve the Diamond Square CRA Proposed Fiscal Year 2019 Budget

BACKGROUND:

The total Fiscal Year (FY) 2019 proposed budget for the Diamond Square CRA is \$206,157, which represents an increase of 33.82 percent (33.82% %) from the FY 2018 Budget of \$154,054. The proposed budget includes funding for administrative and legal expenses, as well as the following project priorities designated by the CRA:

1. Funding for the Request of Proposal (RFP) for Community Services within the CRA Redevelopment Area
2. Community Policing
3. Women's Veteran Housing Program
4. Dr. Joe Lee Smith Center Pool Resurfacing & Improvements

In addition, the budget includes funds for the Rosa L. Jones Bus Stop Bench and Waste Receptacle. Total revenues, including Tax Increment Funding, for FY 2019 are \$206,157.

The City's FY 2018 adopted millage rate of 5.9790, Brevard County millage rate of 4.1550 and District IV Recreation millage rate of .7114 were used in the preparation of this budget. Therefore, sufficient funds are available to cover all administrative and legal expenses as well as other CRA programs for the upcoming year.

The attached Diamond Square CRA FY 2019 Proposed Budget Book represents the proposed budget by account number.

BUDGETARY IMPACT:

No budgetary impact.

PREVIOUS ACTION:

The Diamond Square CRA approved the Proposed 2018 Fiscal Year Budget on August 21, 2017.

The Diamond Square CRA designated project priorities for the FY 2018-2019 budget on June 25, 2018.

RECOMMENDED MOTION:

Approve the Diamond Square CRA proposed FY 2019 budget

PREPARED 08/17/18, 10:41:53
PROGRAM GM601L; REPORT PBREVREP

FY 2019 Budget Revenue Report
FOR FISCAL YEAR 2019

FY 2019
PROPOSED
Budget

CRA DIAMOND SQUARE 626
SHARED REVENUE LOCAL UNIT
111-0000-338.00-00 SHARED REVENUE LOCAL UNIT 206,157

LEVEL	TEXT	TEXT AMT
PB	FY 18 COUNTY TIF \$83,138 @ 95%	78,981
	FY 18 DISTRICT IV REC \$14,235 @ 95%	13,523
	FY 18 COCOA \$119,635 @ 95%	113,653
	COCOA AT THE CURRENT FY18 RATE OF 5.9790	
	UPDATED WITH TIF 6-29-18	
		206,157

*	SHARED REVENUE LOCAL UNIT	206,157
**	INTERGOVERNMENTAL REVENUE	206,157
***		206,157
****	CRA DIAMOND SQUARE 626	206,157
		206,157

PREPARED 08/17/18, 10:41:45
PROGRAM GM601L; REPORT PBEXPREP

FY 2019 Budget Expense Report
FOR FISCAL YEAR 2019

FY 2019
PROPOSED
BUDGET

CRA DIAMOND SQUARE 626
CRA ADMIN/OPERATIONS

111-3230-559.12-00 REGULAR SALARIES & WAGES 26,909

LEVEL	TEXT	TEXT AMT
PB	AMOUNT POSTED BY PAYROLL BUDGET MODULE	26,106
	...1 COMMUNITY SERVICES TECHNICIAN (10%)	
	...1 REDEVELOPMENT PROGRAM MANAGER (40%)	
	YEAR-END ACCRUALS - 8 DAYS	803
		26,909

111-3230-559.14-00 OVERTIME 63

LEVEL	TEXT	TEXT AMT
PB	AMOUNT POSTED BY PAYROLL BUDGET MODULE	61
	YEAR-END ACCRUALS - 8 DAYS	2
		63

111-3230-559.21-00 FICA TAXES 2,153

LEVEL	TEXT	TEXT AMT
PB	AMOUNT POSTED BY PAYROLL BUDGET MODULE	2,089
	YEAR-END ACCRUALS - 8 DAYS	64
		2,153

111-3230-559.22-00 RETIREMENT CONTRIBUTIONS 2,227

LEVEL	TEXT	TEXT AMT
PB	AMOUNT POSTED BY PAYROLL BUDGET MODULE	2,161
	YEAR-END ACCRUALS - 8 DAYS	66
		2,227

111-3230-559.23-00 LIFE/HEALTH INSURANCE 7,272

LEVEL	TEXT	TEXT AMT
PB	AMOUNT POSTED BY PAYROLL BUDGET MODULE	7,272
	...HEALTH	
	...DENTAL	
	...VISION	
	...GROUP LIFE	
	...LONG TERM DISABILITY	
		7,272

111-3230-559.24-00 WORKER'S COMPENSATION 66

LEVEL	TEXT	TEXT AMT
PB	AMOUNT POSTED BY PAYROLL BUDGET MODULE	66
		66

111-3230-559.27-00 CAFETERIA PLAN 1,200

LEVEL	TEXT	TEXT AMT
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PREPARED 08/17/18, 10:41:45
PROGRAM GM601L; REPORT PBEXPREP

FY 2019 Budget Expense Report
FOR FISCAL YEAR 2019

FY 2019
PROPOSED
BUDGET

PB	AMOUNT POSTED BY PAYROLL BUDGET MODULE	1,200
		1,200
* SALARIES AND BENEFITS 39,890		
111-3230-559.31-00 PROFESSIONAL SERVICES 20,000		
LEVEL	TEXT	TEXT AMT
PB	RFP # P-19-01-COC	20,000
		20,000
111-3230-559.31-01 LEGAL EXPENSES 1,000		
LEVEL	TEXT	TEXT AMT
PB	LEGAL EXPENSES	1,000
		1,000
111-3230-559.34-00 CONTRACT SERVICES 6,000		
LEVEL	TEXT	TEXT AMT
PB	PROPERTY MAINTENANCE (MOWING)	1,500
	COCOA PD/ POLICE ATHLETIC LEAGUE	4,500
		6,000
111-3230-559.40-00 TRAVEL & PER DIEM 2,386		
LEVEL	TEXT	TEXT AMT
PB	FRA CONFERENCE	1,755
	CARRY FORWARD	631
		2,386
111-3230-559.41-00 COMMUNICATION 45		
LEVEL	TEXT	TEXT AMT
PB	***ENTERED BY FINANCE***	
	AMOUNT POSTED BY PAYROLL BUDGET MODULE	45
	...1 REDEVELOPMENT SPECIALIST (35%)	
		45
111-3230-559.42-00 POSTAGE & FREIGHT 823		
LEVEL	TEXT	TEXT AMT
PB	POSTAGE AND FREIGHT	200
	CARRY FORWARD	623
		823
111-3230-559.43-00 ELECTRIC/WATER/SEWER 268		
LEVEL	TEXT	TEXT AMT
PB	WHALEY ST. PROPERTIES	70
	CARRY FORWARD	198
		268

PREPARED 08/17/18, 10:41:45
PROGRAM GM601L; REPORT PBEXPREP

FY 2019 Budget Expense Report
FOR FISCAL YEAR 2019

FY 2019
PROPOSED
BUDGET

111-3230-559.45-00 INSURANCE		4,500	
LEVEL	TEXT	TEXT AMT	
PB	PROPERTY INSURANCE FOR BERNARD AND ROSA L JONES	4,500	
		4,500	
111-3230-559.47-00 PRINTING & BINDING		90	
LEVEL	TEXT	TEXT AMT	
PB	PRINTING AND BINDING	45	
	CARRY FORWARD	45	
		90	
111-3230-559.49-00 OTHER CHARGES & OBLIG.		736	
LEVEL	TEXT	TEXT AMT	
PB	LEGAL ADVERTISING	400	
	CARRY FORWARD	336	
		736	
111-3230-559.52-00 OPERATING SUPPLIES		894	
LEVEL	TEXT	TEXT AMT	
PB	OPERATING SUPPLIES	500	
	CARRY FORWARD	394	
		894	
111-3230-559.54-00 MEMBERSHIP/PUBLICATIONS		875	
LEVEL	TEXT	TEXT AMT	
PB	MEMBERSHIP DUES - DEO	175	
	FRA MEMBERSHIP	495	
	CARRY FORWARD	205	
		875	
111-3230-559.55-00 TRAINING		1,593	
LEVEL	TEXT	TEXT AMT	
PB	TRAINING - FRA ACADEMY	500	
	FRA CONFERENCE 4 MEMBERS	888	
	***CARRY FORWARD	205	
		1,593	
* OPERATING		39,210	
111-3230-559.63-00 INFRASTRUCTURE		108,255	
LEVEL	TEXT	TEXT AMT	
PB	WOMEN'S VETERAN HOUSING PROGRAM	60,000	
	DR. JOE LEE SMITH CENTER POOL RESURFACING AND	48,255	
	...IMPROVEMENTS		
		108,255	

PREPARED 08/17/18, 10:41:45
PROGRAM GM601L; REPORT PBEXPREP

FY 2019 Budget Expense Report
FOR FISCAL YEAR 2019

FY 2019
PROPOSED
BUDGET

111-3230-559.64-00 MACHINERY AND EQUIPMENT 3,051

LEVEL	TEXT	TEXT AMT
PB	ROSA L. JONES BUS STOP BENCH AND WASTE RECEPTIACLE	3,051
		3,051

* CAPITAL 111,306

111-3230-559.83-00 OTHER GRANTS & AIDS 15,751

LEVEL	TEXT	TEXT AMT
PB	FACADE GRANTS	15,751
		15,751

* GRANTS AND AIDS 15,751

** CRA ADMIN/OPERATIONS 206,157

*** COMMUNITY DEVELOPMENT ----- 206,157

**** CRA DIAMOND SQUARE 626 ===== 206,157

206,157



City of Cocoa

65 Stone Street
Cocoa, FL 32922

Legislation Details (With Text)

File #: 18-357 **Version:** 1 **Name:** Community Garden Expenses & Budget Transfer to Operating Supplies, Contract Services, Electric/Water/Sewer

Type: Agenda **Status:** Agenda Ready

File created: 8/9/2018 **In control:** Diamond Square RDA

On agenda: 8/20/2018 **Final action:**

Title: 1) Approve the Diamond Square Community Garden Estimated Expenses; 2) Approve a budget transfer in the amount of \$5,455 from the Other Grants and Aids Account to the Operating Supplies, Contract Services and Electric/Water/Sewer Accounts to cover the costs of the water, raised garden beds, soil, compost, mulch and irrigation; 3) Approve an application for a Lowe's Gives Foundation (LGF) Lowe's Small Grant and a Home Depot Foundation Community Impacts Grant to fund community garden materials and supplies.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Expenses, 2. 070918 - Tropical Lawn Mulch and Nursery - 15 yards gold mulch - \$390.00, 3. 070918 - Tropical Lawn Mulch and Nursery - 20 yards potting soil, 10 yards compost - \$960.00, 4. Peachtree Community Garden Revised, 5. Greenes-Fence-4-ft-x-8-ft-x-10-5-in, 6. RE_ Water for DS CRA Community Garden, 7. DSCRA Sponsorship application form, 8. Potential Sponsors, 9. BAF-CS-Diamond Square CRA Community Garden (8-20-18)-FY18

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

Memo Date: August 9, 2018
Agenda Date: August 20, 2018
Prepared By: Samia Singleton, Economic Development Specialist
Through: Karen D. Hamilton, Community Services Director
Requested Action:

1) Approve the Diamond Square Community Garden Estimated Expenses; 2) Approve a budget transfer in the amount of \$5,455 from the Other Grants and Aids Account to the Operating Supplies, Contract Services and Electric/Water/Sewer Accounts to cover the costs of the water, raised garden beds, soil, compost, mulch and irrigation; 3) Approve an application for a Lowe's Gives Foundation (LGF) Lowe's Small Grant and a Home Depot Foundation Community Impacts Grant to fund community garden materials and supplies.

BACKGROUND:

St. Mark's Church donated 1112 Peachtree Street, the St. Marks Community Garden site, to the City of Cocoa in 2013. The Garden was a Cocoa Police Athletic League initiative managed by the Alliance for Neighborhood Restoration by way of a Memorandum of Understanding (MOU) with the Cocoa Police Department (PD). The Diamond Square Community Redevelopment Agency (CRA) began its St. Mark's Community Garden initiative in 2017.

Subject to City Council approval, on October 30, 2017, the CRA voted to take on responsibility for management of the community garden from the Alliance for Neighborhood Restoration and the Cocoa Police Department. On February 27, 2018, City Council granted the CRA responsibility for management of the community garden.

The creation and maintenance of a community garden is consistent with the Diamond Square CRA Redevelopment Plan goal to, "Establish parks, recreation, open space and beautification efforts to create an improved character for the Redevelopment area that will reflect a pleasant appealing atmosphere for working and residing in the area." The CRA is considered a food desert because of the limited availability of fresh fruits and vegetables and other healthy food items. Dollar General, Family Dollar, and Wawa are recent additions to the community and have helped to provide healthier food items. The community garden will increase the availability of low cost, fresh produce in the redevelopment area.

Staff sought to build their technical capacity through community garden site visits, training, and reading of pertinent educational materials. A public meeting was held at the Pineda Senior Center on Thursday, April 12, 2018 at 6 pm to determine the elements of the MOU, generate interest, identify a vision for the Community Garden and identify partners and resources. Staff also developed a network of interested partners and community stakeholders who will support and participate in the community garden activities.

The Community Garden objectives are to:

- Foster inclusivity for every member of the community, including schools and faith based organizations
- Provide an affordable recreational activity for every member of the community
- Provide Learning opportunities, by including garden beds for classes and demonstrations
- Make the community garden accessible to the disabled, by including ADA accessible beds
- Provide entrepreneurial opportunities through a farmer's market

On June 25, 2018, the CRA approved an MOU between the CRA and the City of Cocoa for the purposes of revitalizing and operating the community garden through community engagement and involvement, and developing and opening the community garden within eight (8) months of executing the MOU. The MOU stipulates

- The municipal services provided by the community garden
- A timeline for the development of the community garden
- Roles and responsibilities of the CRA and the City
- Repair and Care of Property
- Monitoring/Reporting

Community Garden Expenses

Subsequently on June 25, 2018, the CRA authorized the use of \$5,751 in unencumbered funds in the Other Grants and Aids Account for initial community garden expenses.

Attached to this agenda item is a Community Garden Revenue/Expenses document, which details all community garden related revenue and expenses. Estimated initial expenses for raised garden beds, irrigation, potting soil, mulch, compost and a fence total \$11,904.80. Community garden revenue is comprised of CRA funds, plot rental fees and sponsorships totaling \$11,904.80. Plot rental fees have been set at the reasonable price point of \$10 for the growing season, September through June. Staff has activated a City water account and estimates annual water costs to total \$1,740.

The proposed initial layout for the garden includes a total of 26 garden plots, 20 new plots plus the existing six (6). The garden will be expanded at a later date to include a total of 38 plots.

Staff has sought quotes for the raised garden beds, potting soil, compost, mulch and irrigation totaling \$5164.80. Staff recommends expending the \$5,455 in unencumbered funds as follows:

Raised garden beds	\$1,639.80
Potting soil, compost	\$960
Mulch	\$390
Installation of irrigation	\$2,175
Water-Sept. & Oct.	\$290

A budget transfer for \$5,454.80 from the Other Grants and Aids Account to the Contract Services, Operating Supplies and Electric/Water/Sewer accounts is necessary to cover these expenses.

Sponsorship and Grants

Staff will seek sponsorships and grants for the remaining expenses, including water, a fence and signage. Sponsorship levels have been set as follows:

- Bountiful Harvester: \$600
- Community Garden Cultivator: \$300
- Community Garden Sprout: \$125

As outlined in the attached sponsorship application, the sponsorship level determines the benefits the sponsor receives.

The Home Depot Foundation offers grant awards up to \$5,000, given in the form of The Home Depot gift cards for the purchase of tools, materials, or services and are required to be complete within six months of approval date. Home Depot focuses on volunteer driven organizations and projects providing support for diverse and underserved communities. In addition, Home Depot engages organizations that are making a strong and lasting impact to their community. The grant deadline is December 31, 2018.

The Lowe's Gives Foundation (LGF) Lowe's Small Grant ranges from \$100 to \$2,000 and focuses giving efforts on organizations seeking smaller-scale assistance for non-educational focused projects. LGF receives grant requests on a rolling basis, with no specific cycle dates.

Planning Timeline

The below timeline was established to open the garden in the fall.

June 25 Execute MOU between the City and CRA
July 9 Garden Plan and budget finalized
July 16 Potential sponsors identified
August 21 Procure materials and supplies
August 31 Community work day to construct/create the garden

BUDGETARY IMPACT:

The CRA currently has a balance of \$5,751 in unencumbered funds in the Other Grants and Aids Account. A transfer of \$5,454.80 will leave a \$296.20 balance in the account. The budgetary impacts are outlined in the table below:

Account	Decrease	Increase
Other Grants & Aids (111-3230-559.83-00)	-\$5,455	
Contract Services (111-3230-559.34-00)		\$2,175
Operating Supplies (111-3230-559.52-00)		\$2,990
Electric/Water/Sewer(111-3230-559.43-00)		\$290

PREVIOUS ACTION:

On October 30, 2017, the CRA voted to take on responsibility for management of the community garden from the Alliance for Neighborhood Restoration/Cocoa Police Department.

On February 27, 2018, City Council granted the CRA management of the community garden.

On June 25, 2018, the CRA approved the Community Garden Memorandum of Understanding between the Diamond Square Community Redevelopment Agency and the City of Cocoa for the purposes of operating a community garden at 1112 Peachtree Street and authorized the use of unencumbered funds in the Other Grants and Aids Account for initial community garden expenses.

RECOMMENDED MOTION:

1) Approve the Diamond Square Community Garden Estimated Expenses; 2) Approve a budget transfer in the amount of \$5,454.80 from the Other Grants and Aids Account to the Operating Supplies, Contract Services and Electric/Water/Sewer Accounts to cover the costs of the water, raised garden beds, soil, compost, mulch and irrigation; 3) Approve an application for a Lowe's Gives Foundation (LGF) Lowe's Small Grant and a Home Depot Foundation Community Impacts Grant to fund community garden materials and supplies.

Community Garden Revenue/Expenses FY2018-2019

Revenue/Income

Item	Cost
DS CRA	\$ 5,751.00
Plot fees, 32 @ \$10/ ea	\$ 320.00
Sponsorships/Grants	\$ 5,833.80
Total Revenue/Income	\$ 11,904.80

Expenses/Costs

Item	Cost
Water (annual)	\$ 1,740.00
Irrigation Supplies	\$ 2,175.00
15 yds Mulch, delivered	\$ 390.00
20 yds Potting Soil, mixed and delivered & 10 yds Compost, mixed and delivered	\$ 960.00
Raised Garden Beds	\$ 1,639.80
Signage	TBD
Fence	\$ 5,000.00
Total Expenses	\$ 11,904.80

TROPICAL LAWN
Mulch & Nursery
 1715 Lake Dr. Cocoa, FL 32926
 (321) 631-1723

CUSTOMER'S ORDER NO.		PHONE		DATE 7/19/18	
NAME City of Cocoa					
ADDRESS 1112 Peachtree St Cocoa					
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D.
QTY.	DESCRIPTION			PRICE	AMOUNT
	Bid Proposal				
	15 yds Gold mulch				390
	Delivered				
				TAX	TVE
RECEIVED BY				TOTAL	390

32176

All claims and returned goods
 MUST be accompanied by this bill.

Thank You

Mulch & Nursery

CUSTOMER'S ORDER NO.		PHONE		DATE 7/9/18	
NAME City of Cocoa					
ADDRESS 1112 Peachtree St Cocoa					
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D.
PAID OUT					
QTY.	DESCRIPTION Bid Proposal				PRICE
20 yds	Potting Soil				960
10 yds	Mushroom Compost				
mixed & Delivered					
TAX					TIE
TOTAL					960
RECEIVED BY					

32175

Thank You

Home / Outdoors / Garden Center / Raised Garden Beds

Model # RC6T21B Internet #203477958



Share

Save to Favorites

Print

Greenes Fence

4 ft. x 8 ft. x 10.5 in. Dovetail Cedar Raised Garden Bed

★★★★★ (673) Write a Review Questions & Answers (49)

- Unfinished rough sawn cedar
- Board Thickness 11/16 - 3/4 in.
- Raised Garden Bed made of North American cedar

\$81⁹⁹ /each

Quantity

-

1

+

Not in Your Store - We'll Ship It There

Available for pickup
August 16 - August 20

We'll send it to Merritt Island for free pickup



Check Nearby Stores

or

Free Delivery

Get it by **August 16**



Delivery Options



We're unable to ship this item to:
AK, GU, HI, PR, VIMore

Or buy now with **PayPal**

Easy returns in store and online
Learn about our return policy

Product Overview

The Greenes 4 ft. x 8 ft. x 10.5 in. Dovetail Raised Garden Bed gives you the flexibility to mix and match plants for the garden you've always wanted. The divided frame is like having two gardens in one, with plenty of space for all the plants you want to grow. You'll be on your way to a fantastic garden in no time with our quick and easy assembly. Just slide the boards by hand into the corner joints for a secure, solid connection. Add your soil and plants and then watch your garden thrive.

- Boards simply slide into dovetail joints for assembly in minutes
- Turns any level outdoor surface into a beautiful garden
- Raised bed lets soil drain properly and encourages healthy plant growth
- Crafted in the United States from naturally rot- and insect-resistant cedar
- Stacks with other Greenes dovetail raised garden bed kits
- Expands into more configurations with any Greenes raised garden bed kit
- 30 Cu. Ft. of soil needed to fill raised beds



Info & Guides

- Instructions / Assembly

You will need Adobe® Acrobat® Reader to view PDF documents. Download a free copy from the Adobe Web site.

Specifications

Dimensions

Container Height (in.)

10.5

Container Length (in.)

48

Container Width (in.)

96

Details

Color Family

Wood

Color/Finish

Natural

Material

Wood

Product Weight (lb.)

46lb

Raised Bed Features

Expandable

Returnable

90-Day

Shape

Rectangle

Live Chat

How can we improve our product information? Provide feedback.

Recently Viewed Items



Home Decorators
Collection Snow



Home Decorators
Collection Snow



Home Decorators
Collection Snow



Home Decorators
Collection Sahara



Glacier
Stand





East Coast Irrigation & Landscape, LLC.



1608 N. Cocoa Blvd. Cocoa, FL 32922
Office: **321-383-5456** or **321-567-0575**
Fax: **321-576-0546** Email: eastcoastirrigation@gmail.com
www.eastcoast-irrigation.com



PROPOSAL

Submitted to:

For:

Prepared By:

City of Cocoa Frank Mirabito 321-433-8776 fmirabito@cocoafl.org	Community Garden (1112 Peachtree St.) quote #DK2018-042	James Barnes 8/14/18 Revised to reflect only 20 boxes
---	--	---

Including:

- Irrigation as specified on specification sheet for quote #DK2018-042
- Revised to reflect only 20 boxes instead of 32 per discussion with city representative
With exception of drip adapters being 1/2" on a 1"x 1/2" (S x FPT) elbow, which is standard practices.

****Grass to be cut and new boxes to be installed with soil prior to our work*****

We propose to furnish materials, equipment & labor for completion of work, for the sum of:

Two Thousand One Hundred Seventy-Five and 00/100.....(\$2,175.00)

Payment to be made as follows:

TBD on acceptance

A 3% fee will be added to credit card transactions.

Work is to be completed in a workman like manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be negotiated separately and will become an extra charge over and above the estimate. We will supply normal & necessary insurance. The property owner(s) are solely responsible for locating property lines, water lines, sewer tanks, and any other buried objects that might be damaged. East Coast Irrigation and Landscaping, LLC. will not be held responsible for any damages to concrete drives, sidewalks, sod, electrical, or landscaping that may occur having to bring equipment on to property. The customer is also responsible for obtaining all necessary permits to compete job, except where noted. Homeowners Assoc. restrictions are sole responsibility of property owner. All materials remain the property of East Coast Irrigation and Landscaping, LLC. until the contract is paid in full. In the event of non-payment the right to access and removal is hereby granted. If necessary, the purchaser agrees to pay all costs plus interest of attorney's fees and collection agency fees. There will be a \$35.00 service charge for all returned checks. The above prices, terms, specifications and conditions are hereby accepted. You are authorized solely to do the work as specified. Payment will be made as outlined. East Coast Irrigation and Landscape, LLC. will not guarantee water quality or quantity for wells installed. All wells must be tested and approved for consumption by a certified testing laboratory prior to consuming any well water. East Coast Irrigation & Landscape LLC. will not be held liable for any health related sickness due to the consumption of well water, treated or untreated. It is the total responsibility of the owner to have the well water tested and approved prior to consuming well water. East Coast Irrigation & Landscaping LLC. guarantees the grass and/or plants will be delivered in a good, healthy condition. Since we have no control over watering, existing soil conditions, insects, weather our liability terminates upon the customers acceptance of the product. Water for well installations to be supplied by customer. A \$300.00 charge per 500gallons will apply if we are required to truck in water for well installation.

Authorized Signature: James Barnes **Date:** 8/14/18

This proposal is good for 30 days.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are solely authorized to do the work as specified.

Printed Name: _____ **Signature:** _____ **Date:** _____

From: Angela Ferguson
To: Samia Singleton
Subject: RE: Water for DS CRA Community Garden
Date: Tuesday, July 17, 2018 3:07:30 PM
Attachments: image040.png
[City of Cocoa Rates FY2019 - Water Inside Calculations.pdf](#)
[City of Cocoa Rates FY2019 - Water Inside Rates.pdf](#)
[City of Cocoa Rates FY2019 - Stormwater.pdf](#)
[City of Cocoa Rates FY2018 - Stormwater.pdf](#)

There is no deposit requirement or Administrative fee for the account With that being said the *current* costs on the monthly bill is as follows:

\$14.91 Water + consumption
\$6.75 Stormwater

Effective October 1, 2018 these will change to:

\$15.66 water base rate + consumption
\$7.00 Stormwater

The consumption rate depends on how much water is used; the more that is used the more is charged per thousand. Those rate sheets are attached. It's hard to say how much the garden will use, I really have nothing to compare it to.

As an example, if 20,000 was used in one month the cost would be (using the new rates for October 2018) :

\$15.66 Water base rate
\$3.26 x 6 cons = \$19.56
\$6.24 x 6 cons = \$37.44
\$8.13 x 8 cons = \$65.04
\$7.00 Stormwater
\$144.70 Monthly Bill

The garden may use much less than that, but I wanted to shoot high for you for budget reasons.

I can go ahead and get the meter installed for you if you are your department is ready.



Angela Ferguson
Finance, Senior Customer Service Representative
65 Stone St., Cocoa, FL 32922
(321) 433-8400 | Fax: (321) 433-8408
aferguson@cocoafl.org

Serving our Community with PRIDE!

Stay Connected:       www.cocoafl.org

From: Samia Singleton
Sent: Tuesday, July 17, 2018 2:37 PM



Diamond Square Community Redevelopment Agency
CITY OF COCOA
2018-2019 COMMUNITY GARDEN SPONSORSHIP FORM

July , 2018

Dear _____,

The Diamond Square Community Redevelopment Agency (CRA) is creating a Community Garden, located at 1112 Peachtree Street, and would like to include you in this exciting endeavor. **We are requesting your support of this project.**

The purpose of the Diamond Square Community Garden is to create and maintain a sense of community through a Community Garden that promotes healthy lifestyles and provide a place where community members can meet and engage in the mutually enjoyed activity of gardening.

Please Choose Your Sponsor Level

Sponsor Level: (please circle one)

- ☐ Bountiful Harvester: \$600
- ☐ Community Garden Cultivator: \$300
- ☐ Community Garden Sprout: \$125

Sponsorship amount: _____ OR

*Materials/supplies: _____
(description/dollar value)

Community Garden Sponsor Level and Benefits:

All Sponsors receive:

- ☐ Recognition in the Diamond Square CRA's Annual Report
- ☐ Certificate of Recognition
- ☐ Individual name listed on the Diamond Square CRA's website, Choosecocoa.org/166/Diamond-Square-CRA.
- ☐ News article with logo in City newsletter

Bountiful Harvester: \$600 (limited to 20)

You will receive:

- ☐ 3'X5' outdoor banner on fence
- ☐ Recognition at all Diamond Square CRA Community Garden Events

-  Company logo on Diamond Square CRA website
-  News article with logo in City newsletter

Community Garden Cultivator: \$300

You will receive:

-  Logo placement on one of the following (based on availability) :
 - Picnic table/bench
 - Shed
 - Compost bin or container

Community Garden Sprout: \$125

You will receive:

-  Plaque at garden bed reading, "Garden bed donated by _____"

We thank you in advance for your support of the Diamond Square Community Garden and all gardeners and their families. With your help, we are encouraging adults and children to learn the benefits of organic gardening and a healthy lifestyle!

Organization, Business, Individual Name*: _____

*as you would like it to appear on garden bed, website, and promotional materials

Contact Person: _____

Email: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Please mail this form with your check made payable to the Diamond Square Community Redevelopment Agency to the following address:

City of Cocoa
Community Services
Attn: Diamond Square CRA
65 Stone Street
Cocoa, FL 32922

For more information, please contact Charlene Neuterman at cneuterman@cocoafl.org or (321) 433-8509.

Diamond Square Community Garden
Potential Sponsors

Business Name

1 STOP TAX SERVICES LLC
A & J FLOORING OF BREVARD LLC
A+ UNITED ASPHALT, INC.
ABC LANDCLEARING & DEVELOPMENT
ABLE AUTO REPAIRS
ALS USED CARS INC
AMAZIN TRANSFORMATIONS STUDIOS
BUTTRAXX INC
CABINET SPECTRUM INC
CASHWAY MOTORS INC
CASTILLO MULTI SERVICE CORP
CENTRAL PUMP & SUPPLY INC
CHAMPIONS HONDA
CHOPS & JAYS BARBERSHOP
CLEARLAKE MOTORS, INC
COCOA ARMY & NAVY, INC
COMMUNICATIONS WORKERS OF AMER
CORNERSTONE CREDIT CONSULTANTS
EAST COAST LUMBER CO
EAST COAST NAUTICAL, INC
F&T MINI MARKET LLC
FAMILY DOLLAR STORES OF FL INC
FIVE POINTS PHARMACY OF COCOA,
HEAVENLY HANDS ALF, LLC
HEAVENLY SENT LAWN CARE
J & J MATTRESS, LLC
JANCO ENTERPRISES INC
JUDSON'S CUSTOM DESIGNING & PR
MG CAR DOCTOR
MGM CONTRACTING
MOTOR WERKS LLC
NATIONAL CHRISTIAN NETWORK
NEW BEGINNING CHILD CARE CENTE
O'REILLY AUTO PARTS #4710
PEACE CONVENIENCE STORE
ROBERT MARX SULLIVAN ENTERPRIS
SOUTHERN TAPE & LABEL INC
SPACE COAST AFL-CIO LABOR COUN
SPEEDWAY #6423
SPEEDWAY #6591
STEVE'S MR. AUTOMOTIVE
TERRY PERSCHKE
TNT KLEEN MOVE OUTS
TONY L HICKSON HANDY MAN SERVI
TURN KEY AUTOMOTIVE LLC
UNIQUE CUSTOMS CAR WASH & DETA

Diamond Square Community Garden
Potential Sponsors

WALMART SUPERCENTER #174

WALMART SUPERCENTER #174

WATERS OF LIFE PLACEMENT CENTE

