Amended 10/22/19

MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
REGULAR MEETING
AUGUST 19, 2019

A Regular Meeting of the Diamond Square Redevelopment Agency Board was held August 19, 2019 at City Hall, 65 Stone Street, Cocoa, FL, as publically noticed.

I. CALL TO ORDER

Chairwoman Moore called meeting to order at 6:00 pm.

ROLL CALL:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairperson
Jewel Collins	Agency Member
Edward Jones	Agency Member
Larry Robinson	Agency Member
Sylvia Thomas	Agency Member
Joseph Colombo	Agency Counsel
Alex Goins	Council Liaison
Courtney Jackson	Recording Secretary

PRESENT:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairperson
Jewel Collins	Agency Member
Edward Jones	Agency Member
Larry Robinson	Agency Member
Sylvia Thomas	Agency Member

ABSENT:

Alex Goins	Council Liaison
Joseph Colombo	Agency Council

STAFF PRESENT:

Darryl Niles, Redevelopment Program Manager, **Charlene Neuterman,** Deputy Director Community Services**, Jake Williams Jr**., Mayor

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

II. APPROVAL OF AGENDA AND MINUTES

Agenda: Regular Meeting of August 19, 2019

Mr. Niles advised the members that the agenda has been updated since the hard copy was sent in the mail the Friday, August 16, 2019.

* **MOTION by Vice Chair Martin; SECONDED by Agency Member Jones to approve the agenda for the Regular Meeting of August 19, 2019.**

AYES: Moore, Martin, Collins, Jones, Robinson, Thomas

MOTION CARRIED (6 -0)

Minutes: Minutes of July 17, 2019

* **MOTION by Agency Member Collins; SECONDED by Agency Member Jones to approve the minutes for the Regular Meeting of July 17, 2019.**

AYES: Moore, Martin, Collins, Jones, Robinson, Thomas

MOTION CARRIED (6-0)

III. DELEGATIONS

NONE

IV. PRESENTATIONS

1. Delores McLaughlin- Alliance for Neighborhood Restoration.

Ms. McLaughlin introduced herself and shared with the board a presentation that showcased several students participating in their events and programs as well as her findings from the annual report[1]. She also introduced some of her Youth Leadership Council:

- Diamond Johnson (Girl of the Year),
- Desaria Mathis (YAC Representative)
- Cameron Anderson (Outstanding Volunteer Award Year)
- Sequola Wilson (Outstanding Volunteer of the Year),
- Howard Craft (New Member)

[1] Alliance for Neighborhood Restoration 2019 Annual Report.

These students attended the meeting tonight to observe how a municipality works and how to engage in civic involvement. She then briefly discussed their backgrounds, roles, some of their achievements and their involvement within the program. She then went into a detailed in-length discussion with the board regarding the goals and achievements of the Cocoa Police Athletic League (PAL) program and its philosophy. She also shared highlights from the programs/ services that are outlined in her report and announced that they recently received the Supernova Award.

Discussion between **Agency Member Collins** and **Ms. McLaughlin** regarding the afterschool and summer program start-time and how the afterschool programs gets the community involved.

Agency Member Thomas and **Vice Chair Martin** both commended **Ms. McLaughlin** for her hard work and dedication and believes the kids will take value in everything she has taught them.

Agency Member Collins commented that she was grateful for the Trash Bash and its impact.

Chairperson Moore also expressed her immense appreciation for the programs and the opportunities they provide for the youth and how much it makes a positive impact on them and commended **Ms. McLaughlin** for doing so much with so little. She also reminded the Youth Council in the audience to always remember their community, that volunteerism is an important component to make the community a better place, and remember all of the important lessons the programs have taught.

V. ACTION ITEMS

1. Alliance for Neighborhood Restoration- Consider Renewal of Professional Services Agreement

Mr. Niles briefly discussed the overview for the one-year renewal and its process.

Chair Person Moore inquired how to increase the renewal amount.

Mrs. Neuterman recommended that the Board approve the agreement as it stands, then after the new fiscal year begins in October, they would be able to request additional funds via an amendment to the agreement and direct staff to draft the amendment to the budget.

* **MOTION by Vice Chair Martin; SECONDED by Agency Member Collins to approve the one-year renewal of the Professional Services Agreement with the Alliance for Neighborhood Restoration for Fiscal Year 2020 with the caveat to request to increase the budget after the new Fiscal Year begins.**

AYES: Moore, Martin, Collins, Jones, Robinson, Thomas

MOTION PASSES UNAMIOUSLY (6-0)

2. Proposed budget transfer in the amount of $5,565.00 for replacement of the fence at Diamond Square Community Garden.

Mr. Niles explained the background of the action item and shared why the budget transfer is necessary.

Discussion between **Agency Member Collins** and **Chairperson Moore** regarding clarification on the action item.

Discussion between **Chairperson Moore** and **Staff** regarding the locking mechanisms that will be chosen for the new fence at the Diamond Square Garden.

* **MOTION TO BY AGENCY MEMBER COLLINS; SECONDED BY AGENCY MEMBER ROBINSON TO APPROVE THE BUDGET TRANSFER.**

AYES: Moore, Martin, Collins, Jones, Robinson, Thomas

MOTION PASSES UNAMIOUSLY (6-0)

2. Review Proposed Fiscal Year 2020 Budget for Approval

Mr. Niles explained the budget amount and discussed the items that are included in the budget.

Discussion between **Chairperson Moore** and **Mrs. Neuterman** regarding the clarification on the purpose of the budget funds going towards the utilities and site work evaluation that would be conducted on the Michael C. Blake subdivision.

Discussion between **Agency Member Thomas** and **Staff** regarding the location of the Michael C. Blake subdivision.

Chairperson Moore asked about the style of the homes being built

Mrs. Neuterman explained that the homes are single-family homes on quarter acre lots.

Agency Member Thomas asked about the design of the home

Mrs. Neuterman explained the design would depend on the contractor and shared they are still working on selecting a developer and briefly explained how they would go about choosing one.

Chairperson Moore inquired about the how much money it takes to clear land and build a subdivision. She also asked if there would be an opportunity for others to join in on the efforts and asked about how they would go about to network to have others want to build on the land.

Mrs. Neuterman explained the goal of Staff once the site work evaluation is completed.

Chairperson Moore clarified her question, asking if the quoted rate is the average rate for that type of evaluation they are wanting completed.

Mrs. Neuterman confirmed that it was and explained staff obtained the quote from the Utilities department.

Chairperson Moore asked if the budgeted amount is to complete the project or to start it.

Mrs. Neuterman clarified that the amount is to start the project to get the land ready to build on and shared their hopes are that developers would be interested after this site work is taken care of.

Chairperson Moore inquired if the budget amount listed for the Dr. Joe Lee Smith was for the refurbishment for the pool.

Mr. Niles explained that the amount is for an assessment of the current Dr. Joe Lee Smith to determine what direction to go with the existing building.

Mrs. Neuterman explained the pool is currently in the budget and there is a purchase order to be implemented in the new Dr. Joe Lee Smith Center. She stated she will notify the board of any change-orders.

Chairperson Moore asked for further clarification if their efforts would be aiding the assessment of the current building and clarification on the purpose of the assessment.

Mr. Niles explained that the assessment would be the first step to determine an educated plan for the direction of what to make of the current building.

Mayor Williams added that there will be some issues such as lead paint and asbestos. The assessment will tell the City how much it will cost to fix the issues. He noted that they City has been looking at alternative options for the location, such as implementing a pond to help mitigate the flooding, but nothing is set yet.

Chairperson Moore asked if the Community Policing Program that was mentioned as one of the budget items was new or if it's a continuation of what they have been doing.

Mr. Niles shared that it is a continuation of last year's program.

Mrs. Neuterman explained why it is listed.

Agency Member Collins inquired if there would have to be a lifeguard at the pool at new Dr. Joe Lee Smith Center.

Mrs. Neuterman confirmed that there would be during pool hours as it is required by Brevard County Parks and Recreation.

Discussion between **Chairperson Moore** and **Mrs. Neuterman** regarding the conferences listed in the proposed budget.

* **MOTION TO BY AGENCY MEMBER COLLINS; SECONDED BY AGENCY MEMBER THOMAS TO APPROVE THE BUGET FOR THE 2020 FISCAL YEAR**

AYES: Moore, Martin, Collins, Jones, Robinson, Thomas

MOTION PASSES UNAMIOUSLY (6-0)

ATTORNEY'S REPORT

None.

VI. UPDATES AND STAFF REPORTS

1. Informational Item: Budget Report

Mr. Niles explained the background of the Budget Report.

Chairperson Moore asked if there was any changes.

Mr. Niles noted that there were only 2 major changes. One regarding the budget transfer for the fence and added changes to the Alliance Neighborhood Restoration agreement.

Chairperson Moore asked if there was a start-date for the fence.

Mrs. Neuterman explained that it has to be completed by September 30, 2019, but Mr. Niles will start the purchase requisition right away.

2. Information Item: Project Updates

Mr. Niles announced staff has secured mowing and maintenance of the garden beds. He further discussed the updates for the Diamond Square Initiative, and shared the status of the new Dr. Joe Lee Smith Center.

Agency Member Collins asked who would be taking care of the community garden.

Mayor Williams Jr. explained that **Councilmember Goins** has been reaching out to the local churches, but is still working on getting other groups together who would want to help out.

Chairperson Moore noted that the board cannot rely solely on the kindness of others, they must make sure, on their own, that the garden is being attended to and to ensure that there is funding secured in the meantime. She mentioned that while there are no fruits or vegetables growing at the moment, they should plant flowers instead to beautify the area and put nutrients back into the land.

Agency Member Collins added that when St. Mary's was in charge of the garden, they wanted to make sure the community always had food.

Chairperson Moore added that by getting one or two groups started, it would encourage more people to want to be involved. Shared planting flowers would be a great starting point.

Chairperson Moore asked who would be attending the conference in Tampa.

Mr. Niles replied that the budget has allocated for two members to go and that Chairperson Moore and Agency Member Martin have elected to attend.

Chairperson Moore invited Shauna Ginn from Housing Authority to speak about any updates from her department.

<u>Shauna Ginn, Housing Authority Update:</u>

Ms. Ginn shared the status update on the two phases of the renovation project that was discussed at July's meeting. She explained there is a possibility for a third housing area but that would be new construction.

She provided an update on getting back the land Pineda Park was on, that was previously leased by the County and shared some possible ideas for use of the parcel such as elderly housing or CBDG Housing that is focused on workforce. However, they still need to determine the funding for the proposed projects. She discussed they are looking into what to make of the 2 acre parcel by Pineda School, and Bay St. Also, they are still planning on selling the parcel that is by the Dollar General and WaWa and using the funds for housing. She noted that she has spoken to a broker about a Golden Corral and/or a Church's restaurant.

<u>Housing Authority Update Board Discussion:</u>

Discussion between **Chairperson Moore** and **Ms. Ginn** regarding occupancy status by Pineda and the process for allowing residents to move back into the renovated houses.

Agency Member Robinson shared he had the opportunity to visit the renovated units and commended Ms. Ginn for how nice they turned out.

Agency Member Collins asked about the one they are building next to the ~~Harrison~~ Harry T.[2] Moore building.

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[2] Amendment made by Vice Chair Martin on 10/21/19

Mrs. Neuterman said that is Habitat for Humanity and not Diamond Square.

Chairperson Moore commented that it is uplifting that there is forward thinking within the Housing Authority to include affordable housing for those in the workforce and for seniors. Hopefully this will be part of the Michael C. Blake subdivision.

Agency Member Collins asked for any other updates on the museum.

Mayor Williams and **Mrs. Neuterman** both noted that they do not have any updates other than Staff is moving forward with everything previously discussed.

NEXT MEETING DATE

The next regularly scheduled meeting of the Diamond Square Redevelopment Agency will be on Monday, September 16, at 6:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

VII. ADJOURNMENT

* **MOTION by Agency Member Thomas; SECONDED by Vice Chair Martin to adjourn the Regular Meeting of August 19, 2019.**

AYES: Moore, Martin, Collins, Jones, Robinson, Thomas

MOTION PASSED UNAMIOUSLY (6-0)

MEETING WAS ADJOURNED AT 7:21pm

Tracy Moore

Tracy Moore, Chairwoman

Respectfully Submitted By:

Courtney Jackson

Courtney Jackson, Recording Secretary