

**MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
REGULAR MEETING
July 18, 2022**

The Regular Meeting of the Diamond Square Community Redevelopment Agency was held on July 18, 2022, at Dr. Joe Lee Smith Center 415 Stone Street, Cocoa, FL, as publicly noted.

I. Call to Order

Chairperson Moore called the meeting to order at 6:00 pm.

ROLL CALL:

Tracy A. Moore	Chairperson
Larry Brown	Vice Chairperson
Amy Robinson	Agency Member
Ed Jones	Agency Member
Jackie Isom	Agency Member
Marilyn Ross Smith	Agency Member
Crystal McQueen	Agency Member
Joseph Colombo	Agency Attorney
Lori Chabot	Recording Secretary

PRESENT:

Tracy A. Moore	Chairperson
Larry Brown	Vice Chairperson
Amy Robinson	Agency Member
Ed Jones	Agency Member – <i>arrived 6:04</i>
Jackie Isom	Agency Member
Marilyn Ross Smith	Agency Member
Crystal McQueen	Agency Member
Lori Chabot	Recording Secretary

ABSENT:

Joseph Colombo	Agency Attorney
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STAFF PRESENT:

City Mayor Blake, City Manager Stockton Whitten, Community Services Director Charlene Neuterman and Councilman Goins were in attendance.

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

II. Approval of Agenda and Minutes:

AGENDA: Regular Meeting of June 20, 2022.

- * ***MOTION by Agency Member SMITH; SECONDED by Agency Member ROBINSON to approve the agenda for the July 18, 2022, meeting with an addition to the Presentations – Habitat For Humanity Update on the Female Veteran’s Village.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

MINUTES: Special Meeting of June 20, 2022.

- * ***MOTION by Vice Chairperson BROWN; SECONDED by Agency Member ISOM to approve the minutes for the June 20, 2022, meeting with an amendment to Action Items 1. Motion Passed, change Unanimously, to (6-1), one NAY.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

III. Delegations

Corey Lancaster, Cocoa – Vacant Property. Mr. Lancaster spoke regarding vacant property in the Diamond Square. Specifically, he mentioned, a parcel on Rosa L. Jones that he would be interested in developing. Director Neuterman, stated an RFP was in the process for the 2.8 acres and the language requires the development to be affordable homes and to provide homeownership. He also mentioned other vacant property, surplus property. Director Neuterman stated there is surplus property that will be coming up for disposal. Some parcels require development for affordable housing. Vice Chairperson **BROWN** asked about the RFP and had it gone out. Director Neuterman stated it had not been put out yet, but will go to the attorney first.

Betty Kelley, Cocoa – Street Showers. Ms. Kelley lives in the County part of the City and volunteers with Street Showers for Homeless and also provides meals. She spoke of how the program works, its schedule, adding most Saturdays they are at the King Street Baptist Church. She also gave agency members a list of their needs and asked if they would be able to provide anything. She specifically mentioned Tents and bus passes. Agency Member **SMITH** mentioned their services for laundry. Ms. Kelley replied, their generator was not working and they were not currently able to provide that service. Tom Clifford of Habitat asked where would someone give donations to. Ms. Kelley replied if it was money, her and if it was clothes, her sister.

Craig Edmondson-Wood, Cocoa - Aging Matters. Mr. Edmondson spoke regarding the Aging Matters program at the Dr. Joe Lee Smith Center and that they wanted to continue providing services but will need some additional room for the seniors in order to offer programs to them. They not only feed the seniors but also offer guest speakers, presentations, etc and would need additional room. He recommended

additional planning with the Center Staff and believes that would help. He wanted the Agency to know they want to be at Dr. Joe Lee Smith Center. Discussion continued among Mr. Edmondson and the Agency regarding their needs and suggestions were offered as to how to reach their goal. Vice Chairperson **BROWN** stated this program is what the Joe Lee Center was built for. City Manager Whitten stated he had been under the impression that the space concerns had been worked out adding, this Center doesn't compare to other Centers, partly because it has a permanent resident that also uses some of the space which has been the case since day one. Additionally, there is only one large, multi-purpose room. All in all, he would like to see the issue worked out. Vice Chairperson **BROWN** stated the Cocoa West have a similar problem and the camp kids are fed in the gym or outside.

Anita Gibson, Cocoa, Recreation for Kids. Ms. Gibson spoke requesting additional program for kids, especially after Camp is over. Kids need a place to go and programs like mentoring, tutoring and more weekend opportunities. Chairperson **MOORE** asked if she was talking about the new Joe Lee Smith building. She replied anywhere. Vice Chairperson **BROWN** asked about Brevard County Parks and Rec speaking. Director Neuterman replied they were on the Agenda to speak, however became ill and Staff would reschedule for the next meeting. Discussion continued with ideas of programs that could be offered.

Lorin Waters, Cocoa – Dr. Joe Lee Smith Center. Mr. Waters stated he has been a long-time resident of DS as well as a long-time volunteer. He spoke regarding the necessary repairs for the Joe Lee Smith Center and gave examples. He also mentioned lack of use at the pool, condition of the restrooms. He asked if there was help to address his concerns. Chairperson **MOORE** thanked him and agrees that work needs to be done. Vice Chairperson **BROWN** stated the Brevard County Parks and Rec are not meeting the needs of the Center and stated the City needs to take care of the building. Councilman Goins replied to Mr. Waters concerns and discussion continued about the pool and efforts to get life-guards.

- IV. **Presentations:** A tour of the Dr. Joe Lee Smith Center before the start of the meeting. The presentation by Brevard County Parks and Rec was cancelled and will be rescheduled.

Habitat for Humanity gave an update on the Female Veteran's Village – Kate Dilulio spoke with an update of Habitat's Female Veteran's Village. They are currently working on the last home that should be complete near the end of September. She also stated the Habitat Board had decided to keep the price of the homes the same, even though values have gone up. With that, all of the homes will be the same price of \$89,000.

Chairperson **MOORE** expressed that was great news and it was good to see it coming to a close. Discussion continued regarding the project, how it started, the challenges and was good to see it all working out.

V. **Action Items:**

1. Staff is requesting Agency approval for an application for the agency's Beautification Grant Program in an amount not to exceed \$500 for the property located at 803 S. Wilson Ave, Cocoa Fl and authorize the City Manager to execute a Beautification Program Agreement.

Director Neuterman presented the Item stating the applicant had met the application requirements and photos were attached.

* ***MOTION by Vice Chairperson BROWN; SECONDED by Agency Member SMITH to approve** an application for the agency's Beautification Grant Program in an amount not to exceed \$500 for the property located at 803 S Wilson Ave, Cocoa Fl and authorize the City Manager to execute a Beautification Program Agreement.

AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

Chairperson **MOORE** stated this was a wonder program and was surprised there was only one grant this meeting. Ms. Gibson asked if it was still available. Director Neuterman replied it was, and it will also be in the budget for the next year.

2. Staff is requesting Agency approval of a FY22 Budget Resolution and BAF #22-112T to name the Female Veteran's Village ***The Major Abbie Sweetwine Female Veteran's Village*** and for the purchase of sign(s) for the area up to an amount of \$3,000.

Director Neuterman presented the Item giving Agency Member some history of the Female Veteran's Village and with regard to who Major Abbie Sweetwine was.

Championed by the Diamond Square CRA and Staff, the CRA deeded Habitat for Humanity of Brevard County, Inc. six lots and \$60,000 for site preparation to build homes in the Diamond Square CRA area. These homes are constructed for low-income, female Veteran's to own their homes, most of whom were on the brink of homelessness. This program is one of its kind.

This project began in 2008 with the acquisition of a blighted trailer park property. At the October 15, 2018 Diamond Square CRA meeting, Agency members approved a Development Agreement with Habitat for Humanity to construct six (6) new homes on Whaley Street for female veterans. A partnership with Habitat for Humanity of Brevard County was developed and construction began in 2019. Today, the project will be complete by September, October, 2022.

At the Diamond Square CRA Board meeting held on May 19, 2008, the Board approved a Letter of Intent for the purchase of the old Skyview Trailer Park property located at 533 Bernard Street and also authorized staff to negotiate a Sales Contract with the owner/owners. Subsequently, at the CRA board meeting held on June 16, 2008 the Board approved the purchase of the property which was completed on July 18, 2008.

At the June 15, 2020 Diamond Square CRA meeting, Agency members approved an extension to complete the project to October 29, 2022.

Staff is requesting Agency approval to officially name the Female Veteran's Village *The Major Abbie Sweetwine Female Veteran's Village*. Abbie Sweetwine, (5/28/1915-3/7/2009), who began her career serving in the United States Army and US Air Force dedicating over twenty years of service to her country, retiring in 1969. She was a native Floridian from Cocoa and was laid to rest at Arlington Virginia National Cemetery.

Major Sweetwine was known as "The Angel of Platform 6" for her work during the Harrow and Wealdstone rail crash. In October, 1952, England suffered the worst train wreck in its history. Three trains collided in the Harrow and Wealdstone area causing 112 deaths and injuring more than 300 people. Nearly 100 Air Force personnel responded, eight medics from the nearby 494th Medical Group at Royal Air Force, composed of seven doctors and one nurse – 2nd Lt. Abbie Sweetwine. A Triage area was established and Major Sweetwine began treating the wounded before being taken to the hospital. Handing out tea and cigarettes to those in shock or lightly wounded, providing plasma and using her own lipstick she marked an X on those patients who she had given morphine to so when they were transported to the hospital, it would be known morphine had already been given, to ensure they would not receive an overdose. Through her actions she became a heroine saving hundreds of lives and earning the name "The Angel of Platform 6".

Staff is requesting Agency Approval to name the Female Veteran's Village *The Major Abbie Sweetwine Female Veteran's Village* and to approve a BAF #22-112-T and Resolution for the purchase of sign(s) for the area up to an amount of \$3,000.

Director Neuterman also discussed the purchase request for two signs for the area. Chairperson **MOORE** asked about the cost for the signs. Director Neuterman replied they should not be more than the \$3,000. Anna Terry of Habitat stated that Habitat had donations that had been given for the Veteran's Village and they would help with the cost of the signs as well. Vice Chairperson **BROWN** asked if a historical sign and photo of major Sweetwine could be done. Anna agreed, that was her vision. Director Neuterman responded she will work with Habitat, come up with a design and bring it back to the Agency.

* ***MOTION by Agency Member MCQUEEN; SECONDED by Agency Member JONES** to approve to name the Female Veteran's Village *The Major Abbie Sweetwine Female Veteran's Village* and to approve a BAF #22-112-T and Resolution for the purchase of sign(s) for the area up to an amount of \$3,000.

AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

3. Budget discussion for FY2023 and direction for finalizing the budget at the next DSCRA meeting to be held in August, 2022.

Director Neuterman explained that this item has previously been discussed by agency members and this is a request to finalize priorities in order to bring a proposed budget to the next DSCRA meeting for approval.

Director Neuterman began stating throughout the year, Diamond Square CRA Agency members held discussions about the upcoming 2023 budget. A discussion about the potential projects for the future include the following with estimated costs:

Development of residential infill housing (affordable/home ownership) - \$475,000 (currently budgeted in FY22)

- Residential Paint Grant Program - \$ 10,000
- Residential Beautification Grant Program - \$5,000
- Commercial Façade Program - \$10,000
- Summer Camp Scholarships - \$ 6,000
- Upstart Diamond Square Program - \$ 10,000
- Diamond Square Initiative Project ANR - \$ 25,000
- Police Athletic League - \$ 4,500
- Installation of a Bus Stop Shelter - \$ 35,000 – costs estimates from those installed in MI.

Total Project Costs - \$ 580,500

The anticipated TIF Revenue for FY2023 is about \$395,520. Additionally, there is \$583,000 in Fund Balance Reserves available to spend on projects. This is a total of approximately \$978,520.

Director Neuterman continued, keep in mind there is a time to spend or give back and reiterated some other projects. Affordable Home ownership could start this FY and allocate those funds over next couple years. The process to spend funds, it is important to stay within the plan. There is not enough time to revise the plan. She added the Agency could budget what is shown here and put the rest in Contingency that can be allocated as projects come up.

Staff is requesting Agency priorities and direction on budgeting for Fiscal Year 2023 for the purposes of finalizing a draft budget for approval once we receive our TIF revenue projections.

Chairperson **MOORE** asked agency members if they had anything to add. Discussion ensued regarding additional items to include in the Budget FY23. Some ideas were funds for the Street Showers for tents and ebikes were discussed for the Police Department to patrol the Diamond Square. Agency Member **ROBINSON** stated she agreed with Ms. Gibson regarding Saturday programs for kids. Chairperson **MOORE** stated the Agency is always open to suggestions for projects. Chief Collier of the Police Department stated his officers had Segways however, they were outdated and need of repairs. E-bikes have replaced Segways for patrol by officers. He added they would need 5 E-bikes that would cost about \$5,000 each to include training for the Community Engagement Unit. Chairperson **MOORE** stated we don't have that kind of money. Agency Member **SMITH** recommended supporting the Street Showers. Agency Member **ROBINSON** asked for clarification from Chief Collier about the cost. He replied 2- 3 E-bikes

would be good. She responded she would like to add that. Vice Chairperson **BROWN** asked the Chief if they would consider bringing back Friday Night basketball to the Center with PAL funds. Chief responded he was not familiar but would look into it and would be in favor. Director Neuterman stated she would bring back to the next meeting what the \$4,500 given to PAL has been used for. She added the Agency Plan speaks to Community Policing. Vice Chairperson **BROWN** stated he would be in favor. City Manager asked if the budget would allow for that. Director Neuterman replied it would. Agency Member **ISOM** asked for clarification on the use of the E-Bike, if it would be in Diamond Square. Chief replied it would primarily be in DS, unless there was a call out. Chairperson **MOORE** stated they could get a reporting of the use. Chief agreed. Agency member **MCQUEEN** asked about remaining dollars and Director Neuterman replied explaining funds would be put in Contingency account and could be used should other projects come up. As well as transfers from Fund Balance. Vice Chairperson **BROWN** asked about the Bus Stop on Varr Street and who put it there. Director Neuterman replied SCAT did explaining it is about location and space as to where they put them. He replied asking if the County would help with a Shelter. City Manager replied he would check with them.

Director Neuterman told Agency Members she will return in August with a FY23 Budget based on discussions from tonight for approval. She also stated she could bring a BAF for the E-Bikes using this year's funds. **NO MOTION MADE ON THIS ITEM.**

VI. **Attorney's Report** – NONE

VII. **Updates and Staff Report** – Director Neuterman told Agency Members they were given a copy of the CRA Annual Report for their review.

VIII. **Next Meeting Date**

The next scheduled meeting of the Diamond Square Community Redevelopment Agency will be on August 15, 2022, 6 pm at Cocoa City Hall, 65 Stone Street, Cocoa, Florida, unless a business need arises earlier.

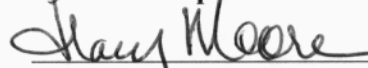
IX. **Adjournment**

* ***MOTION by Agency Member SMITH; SECONDED by Agency Member ROBINSON to adjourn the meeting.**

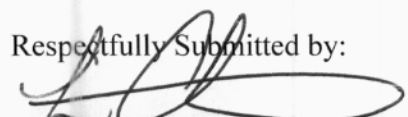
AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED at 7:44 pm.


Tracy Moore, Chairperson

Respectfully Submitted by:


Lori Chabot, Recording Secretary