



DIAMOND SQUARE

REDEVELOPMENT AGENCY

Tracy Moore
Chairperson

Delores Martin
Vice Chairperson

Ed Jones
Board Member

Adrian Moss-Beasley
Board Member

Jewel Collins
Board Member

Larry Robinson
Board Member

Sylvia Thomas
Board Member

REGULAR MEETING AGENDA

DATE: Monday, July 17, 2017

TIME: 7:00 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 July 17, 2017

MINUTES: Regular Meeting of April 17, 2017

III. DELEGATIONS

IV. PRESENTATIONS

V. NEW BUSINESS

1. Budget Transfer to Communications and Freight

VI. OLD BUSINESS

1. Diamond Square CRA Brochures

VII. AGENCY MEMBER AND STAFF REPORTS

1. Agency Member Ruby Jenkins Resignation
2. Recognize new Agency Board Member Sylvia Thomas
3. Stone Street Streetscape Project
4. Environmental Justice Workshop

VIII. NEXT MEETING DATE

The next meeting of the Diamond Square Redevelopment Agency will be a Regular meeting at 7:00 p.m. on Monday, August 21, 2017. 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.

**MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
REGULAR MEETING
April 17, 2017**

A Regular Meeting of the Diamond Square Redevelopment Agency Board was held on April 17, 2017 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairwoman Moore called the meeting to order at 7:04 pm

ROLL CALL:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairwoman
Adrian Moss-Beasley	Agency member
Larry Robinson	Agency member
Jewel Collins	Agency member
Edward Jones	Agency member
Ruby Jenkins	Agency member
Clarence Whipple Jr.	Council Liaison
Joseph Colombo	Agency Counsel

PRESENT:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairwoman
Ed Jones	Agency member
Larry Robinson	Agency member
Jewel Collins	Agency member
Adrian Moss-Beasley	Agency member
Clarence Whipple Jr.	Council Liaison
Joe Columbo	Agency Counsel
Monica Arsenault	Recording Secretary

ABSENT:

Ruby Jenkins	Agency member
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STAFF PRESENT:

Steven P. Belden, AICP, Community Services Director, Larry Lallo, Economic Development Manager, and Samia Singleton, Redevelopment Specialist.

Agency member Moss-Beasley provided the invocation and 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 April 17, 2017

- * **MOTION by Agency member Collins; SECONDED by Vice Chairwoman Martin to approve the agenda for the Regular Meeting of April 17, 2017.**

AYES: Moore, Martin, Collins, Robinson, Jones, Moss-Beasley

MOTION CARRIED UNANIMOUSLY (6-0)

MINUTES: Minutes of the Regular Meeting of March 20, 2017

- * **MOTION by Vice Chairwoman Martin; SECONDED by Agency member Collins to approve the minutes of the regular meeting of March 20, 2017.**

AYES: Moore, Martin, Collins, Robinson, Jones, Moss-Beasley

MOTION CARRIED UNANIMOUSLY (6-0)

III. DELEGATIONS:

NONE

IV. PRESENTATIONS:

NONE

V. NEW BUSINESS:

1. Diamond Square CRA Decals and Brochure

As discussed at the previous Diamond Square meeting, staff presented the Agency with three different design ideas for the decals. **Chairwoman Moore** asked the Agency members to share their input regarding the size and design of the decals. The Agency agreed on a decal design but were unsure as to what size they would like the decal to be. **Mr. Steven Belden**, Community Services Director, stated that various decal sizes could be presented at the next meeting for the Agency's approval.

Ms. Samia Singleton, Redevelopment Specialist, presented the Agency with an updated brochure design as the last updated brochure was created in 2007.

Vice Chairwoman Martin made a correction to the language and **Ms. Singleton** stated that the revision would be made.

On October 19, 2016 Agency members gathered to have a group photo taken. As **Agency member Collins** was unable to attend, staff suggested either a Photoshop edit or a picture re-take so that a group photo may be added to the brochure.

Chairwoman Moore made an additional suggestion that the Stone Street Streetscaping Project be mentioned before the Façade Grant program in the brochure.

The cost of the brochure and a potential budget adjustment will be discussed at the next meeting.

2. 2017 Florida Redevelopment Association Conference

The Agency reviewed the information that staff provided regarding the 2017 Florida Redevelopment Association Conference. The cost will be provided by staff at a later date.

VI. OLD BUSINESS:

NONE

VII. AGENCY MEMBERS AND STAFF REPORT:

1. BOCC CRA Workshop

Ms. Singleton provided an update on the Board of County Commissioners (BOCC) Community Redevelopment Area (CRA) Workshop that took place on April 13, 2017. **Ms. Singleton** explained that the workshop was held to further examine what the CRAs do and how they contribute to their communities. **Ms. Singleton** explained that Façade Grant programs are not favorable among certain County Commissioners, particularly Commissioner **John Tobia**. **Ms. Singleton** explained that **Mr. Tobia** presented a resolution to eliminate the CRAs in Brevard County. There is a plan to meet with individual municipalities to review the Interlocal Agreements for CRAs. The resolution was tabled for the time being, pending cooperation from the CRA's throughout the County.

Chairwoman Moore stated that she had the opportunity to attend the BOCC CRA Workshop. **Chairwoman Moore** shared her thoughts on what she felt was positive about the workshop and her thoughts on what could be improved. **Chairwoman Moore** shared that she felt there was a lack of residents in the surrounding communities that could have participated in the workshop and shared their stories on how CRAs have benefited them as individuals.

Chairwoman Moore asked **Agency Counsel Colombo** to share any updates or thoughts regarding **Commissioner Tobia's** resolution. **Mr. Colombo** stated that per the request of the Agency he would be able to provide a full report at the next meeting.

2. General Questions/Discussion:

Agency member Collins inquired about the summer programs sponsored by the Cocoa Housing Authority. **Ms. Shauna Ginn**, of Cocoa Housing Authority, approached the Agency and explained that sponsorships will be given specifically for the children from the Housing Authority so they may attend the Brevard County Parks and Recreation Summer Program, to be held at the Joe Lee Smith Center. **Ms. Ginn** shared that they are hoping to sponsor sixty-five (65) children this year. **Ms. Ginn** also discussed the Summer Food Program that the Housing Authority will take part in and host this year in which breakfast and potentially lunch will be served for not only the children from the Housing Authority but neighborhood children as well. The children will also have the opportunity to participate in various activities.

Council Liaison Whipple Jr. mentioned several ribbon cuttings and events that he has attended in and around the Diamond Square area with other members of City staff. **Mr. Whipple** also stated that anyone who wishes to attend any of the annual events or conferences should be given the opportunity.

VIII. NEXT MEETING DATE:

The next meeting of the Diamond Square Community Redevelopment Agency will be a Regular Meeting to be held on Monday, May 15, 2017 at 7:00 p.m. in Council Chambers at City Hall, 65 Stone Street.

IX. ADJOURNMENT:

- * **MOTION** by Agency member Collins; **SECONDED** by Vice Chairwoman Martin to adjourn the Regular Meeting of April 17, 2017.

AYES: Moore, Martin, Collins, Robinson, Jones, Moss-Beasley

MOTION CARRIED UNANIMOUSLY (6-0)

MEETING WAS ADJOURNED AT 8:14 pm

Tracy Moore, Chairwoman

Respectfully Submitted,

Monica Arsenault, Recording Secretary



DIAMOND SQUARE

REDEVELOPMENT AGENCY

AGENDA ITEM V-1

Budget Transfer to Communications

MEMO DATE: July 6, 2017
AGENDA DATE: July 17, 2017
PREPARED BY: Samia Singleton, Redevelopment Specialist

REQUESTED ACTION: Approve a budget transfer of \$15.00 from the Other Charges and Obligations Account (111-3230-559.49-00) to the Communications and Freight Account (111-3230-559.41-00) to cover phone stipend for the redevelopment specialist.

BACKGROUND

In FY 2016-2017, the Cocoa CRA budget included a line item for Communications and Freight for the purposes of the phone stipend for the redevelopment specialist. A budget transfer of \$15 from the Other Charges and Obligations Account (111-3230-559.49-00) to the Communications and Freight Account (111-3230-559.41-00) will cover phone stipend for the redevelopment specialist for the remainder of FY 2016-2017.

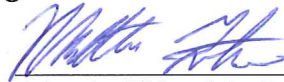
BUDGETARY IMPACT

The budget transfer was inadvertently completed by Finance prior to Agency approval. The Other Charges and Obligations Account (111-3230-559.49-00) decreased by \$15.00 and the Communications and Freight Account (111-3230-559.41-00) increased by \$15.00.

REVIEWED

The City Manager, Acting Community Services Director, Economic Development Manager and Finance Director have reviewed this agenda item.

City Manager



John A. Titkanich, Jr., AICP

Acting Community Services Director



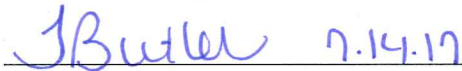
Nancy Bunt

Economic Development Manager



Larry J. Lallo, CECD EDFP

Finance Director



Teri Butler

REQUESTED MOTION

Approve a budget transfer of \$15.00 from the Other Charges and Obligations Account (111-3230-559.49-00) to the Communications and Freight Account (111-3230-559.41-00) to cover phone stipend for the redevelopment specialist.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

AGENDA ITEM VI- 1

Diamond Square CRA Decals and Brochures

MEMO DATE: July 6, 2017
AGENDA DATE: July 17, 2017
PREPARED BY: Samia Singleton, Redevelopment Specialist
REQUESTED ACTION: Approve the design and printing of the Diamond Square CRA brochure.

BACKGROUND

In April 2017, at its regularly scheduled meeting, staff provided the Diamond Square Community Redevelopment Agency (CRA) with prototypes of an updated brochure design as the last updated brochure was created in 2007. The CRA requested that staff make revisions to the design and language of the brochure.

Marketing the Diamond Square CRA through brochures is intended to promote the CRA and its programs and businesses in the Diamond Square community to area residents and to foster the success of the Diamond Square CRA.

STAFF COMMENTS

This project is supported by the Diamond Square Redevelopment Plan – Economic Development Goal 1, Objective 3. Initiate programs to improve marketing and promotion, and strengthen existing neighborhood businesses, including small business loans and other financial incentives.

The approved brochures will be printed internally in four-color on copy paper in a tri-fold style. Based on the results of the previous brochure's distribution, staff recommends printing 1000 brochures.

In order to provide for the largest dissemination of the brochures to residents and property owners in the Diamond Square CRA, it is recommended that sets of twenty-five (25) brochures be sent to the following:

1. Churches located within the Diamond Square area
2. The Cocoa Housing Authority

3. Childcare Association of Brevard
4. Weed and Seed/Alliance for Neighborhood Restoration
5. Cocoa Branch of the Brevard County Library
6. The Cocoa Office of United Way of Brevard
7. Central Brevard NAACP
8. Aging Matters in Brevard
9. Cocoa Sharing Center
10. Cocoa Salvation Army

Additionally, staff will pursue other means of promoting the Diamond Square CRA through public meetings and other resources provided by area organizations.

BUDGETARY IMPACT

No budgetary impact.

REVIEWED

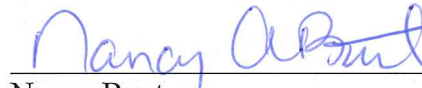
The City Manager, Acting Community Services Director, Economic Development Manager and Finance Director have reviewed this agenda item.

City Manager



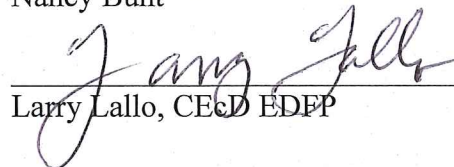
John A. Titkanich, Jr., AICP, ICMA-CM

Acting Community Services Director



Nancy Bunt

Economic Development Manager



Larry Lallo, CEED EDEP

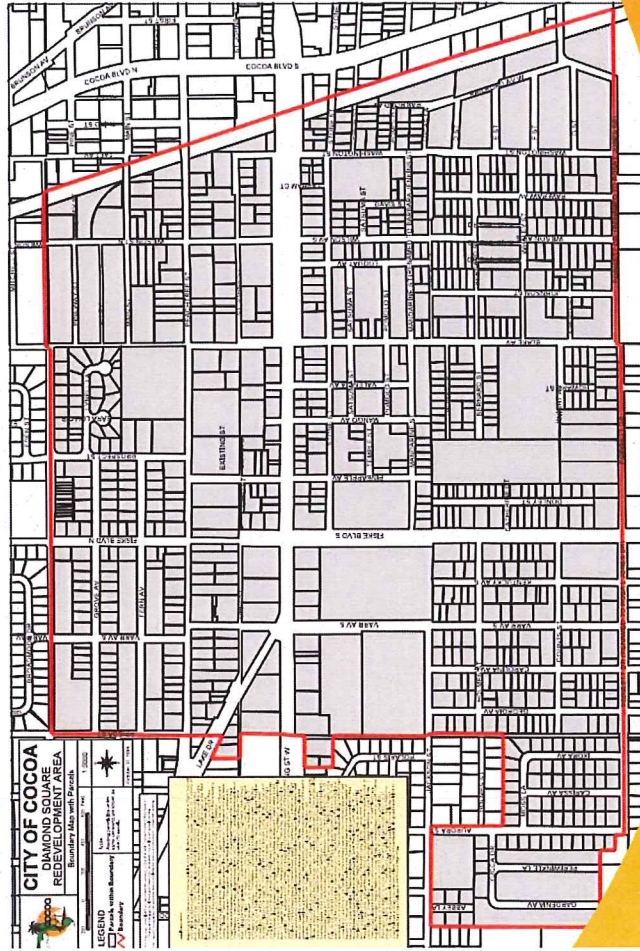
REQUESTED MOTION

Approve the design and printing of the Diamond Square CRA brochure.

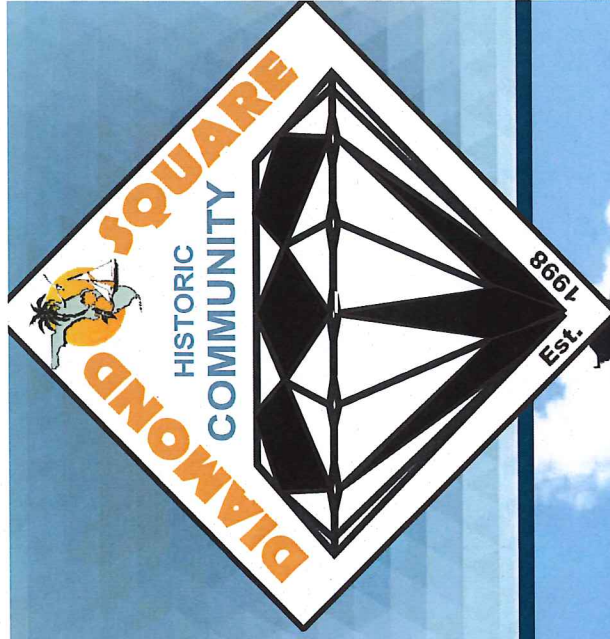
ABOUT

Established by the Cocoa City Council in 1998, the Diamond Square Community Redevelopment Agency (CRA) has been given the mandate to improve, prevent or eliminate the development of blight in the Diamond Square Community. The Diamond Square community redevelopment area is located on the southern border of the City of Cocoa and encompasses the area bounded by Pineda Street on the west, School Street on the north, the Florida East Coast Railroad on the east, and Rosa L. Jones Drive on the south.

The Diamond Square CRA, originally named Census Tract 626, was established through City of Cocoa Ordinance No. 13-98 and is governed by a 7-member board, which meets on the 3rd Monday of every month at 7 p.m. at Cocoa City Hall located at 65 Stone Street in Cocoa Village.



For more information
contact the Diamond Square
Redevelopment Agency
Phone (321) 433-8577
www.ChooseCocoa.org/
DiamondSquare



STAY CONNECTED

www.ChooseCocoa.org/
DiamondSquare

Sponsored by the Diamond Square Redevelopment Agency

PROJECTS & FUNDING INITIATIVES

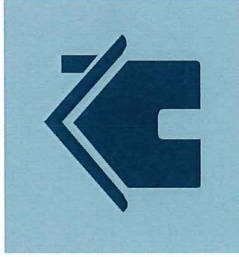
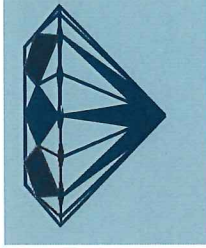
Stone Street Streetscaping Project
Through the Diamond Square CRA, Stone Street will undergo streetscaping from the railroad terminus west to Fiske Boulevard. Streetscaping will include sidewalk enhancements, pedestrian level streetlights, intersection crosswalk enhancements, and landscaping as well as stormwater improvements. Currently, the streetscaping project is in the design and engineering phase with 90% plans due in February 2016. Construction is anticipated to begin in early 2018.

Facade Grant

The Diamond Square CRA sponsors a Commercial Facade Improvement Program (CFIP) to benefit property owners in the redevelopment area. Matching grants of up to \$10,000 are available to qualified owners to fund exterior improvements such as awnings, landscaping, lighting, parking lots, and signage.

Joe Lee Smith Center

In March 2014, following nearly a year of community and stakeholder committee meetings, the Diamond Square Community Redevelopment Agency completed an update of its Diamond Square Community Redevelopment Plan. Through a community-based planning effort, the Plan identified six transformational and several incremental initiatives. Of the six initiatives



DIAMOND SQUARE CRA BOARD

The Diamond Square CRA Board is comprised of seven members including Tracy A. Moore (Chairperson), Delores Martin (Vice Chairperson), Ed Jones, Adrian Moss Beasley, Jewel Collins, Larry Robinson and Sylvia Thomas.



New Photo Coming Soon...

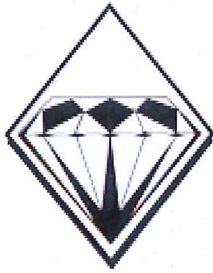
identified, the catalyst to effectuate change in the Diamond Square CRA was identified to be the Dr. Joe Lee Smith Center.

The City of Cocoa is seeking capital funding for the construction of a Center for Justice, dedicated to the advancement of social, economic, health, and environmental justice serving the Diamond Square CRA. The DS CRA shares contiguous boundaries with Census Tract 626, which has been faced with higher than normal levels of crime, poverty, unemployment, low educational attainment, and social and physical distress.

The Center would serve as a nexus of local service providers co-located in a single facility fostering an environment that would break the cycle of poverty. The existing 7,000+ square foot facility is located at 419 Washington Street, within the DS CRA and sits on 3.52 acres.

Currently, the facility is intended for recreational purposes only and is more than 50 years old, functionally obsolescent, inadequately sized, and in a state of disrepair. Proposed services for the new Center include juvenile diversion, health care, childcare, senior programs, workforce training and services, educational assistance, youth recreation, and a community meeting space. It is anticipated that the facility would need to expand to 18,000 square feet to accommodate the proposed services.

The total cost of the facility is estimated to be approximately \$4 million for construction costs and site work. The facility would also serve as an emergency shelter in the event of a natural or man-made disaster. This project is qualified as a Community Contribution Tax Credit Program, No. CC-0502-A.



DIAMOND SQUARE

REDEVELOPMENT AGENCY

AGENDA ITEM VII- 1

Agency Member Ruby Jenkins Resignation

MEMO DATE: July 6, 2017
AGENDA DATE: July 17, 2017
PREPARED BY: Samia Singleton, Redevelopment Specialist
REQUESTED ACTION: Informational item

BACKGROUND

Ms. Ruby Jenkins formally submitted her letter of resignation on May 22, 2017.

BUDGETARY IMPACT

No budgetary impact.

REVIEWED

The City Manager, Acting Community Services Director and Economic Development Manager have reviewed this agenda item.

City Manager

John A. Titkanich, Jr., AICP, ICMA-CM

Acting Community Services Director

Nancy A. Bunt

Economic Development Manager

Larry Lallo, CECD-EDFP

REQUESTED MOTION

Informational item.

May 22, 2017

To Whom It May Concern:

As of May 22, 2017, I, Ruby Jenkins, am resigning as a member of the Diamond Square Redevelopment Agency.

Sincerely,

A handwritten signature in cursive script that reads "Ruby Jenkins". The signature is written in dark ink and is positioned to the right of the word "Sincerely,".

Ruby Jenkins



DIAMOND SQUARE

REDEVELOPMENT AGENCY

AGENDA ITEM VII- 4 Environmental Justice Workshop

MEMO DATE: July 6, 2017
AGENDA DATE: July 17, 2017
PREPARED BY: Samia Singleton, Redevelopment Specialist
REQUESTED ACTION: Informational item

BACKGROUND

The City is hosting the Florida Brownfields Association Annual Environmental Justice Workshop on August 8, 2017 at the Civic Center.

BUDGETARY IMPACT

No budgetary impact.

REVIEWED

The City Manager, Acting Community Services Director and Economic Development Manager have reviewed this agenda item.

City Manager

John A. Titkanich, Jr., AICP, ICMA-CM

Acting Community Services Director

Nancy A. Bunt

Economic Development Manager

Larry Lallo, CEcD EDPF

REQUESTED MOTION

Informational item.



THE COMMUNITY IS CORDIALLY INVITED TO ATTEND

The Florida Brownfields Association
Annual Environmental Justice Workshop

HOSTED BY THE CITY OF COCOA

Cocoa Civic Center
430 Delannoy Avenue, Cocoa, Florida
in Historic Cocoa Village

Tuesday, August 8, 2017
9:00 AM to 3:00 PM

Free and Open to the Public
Continental Breakfast and Lunch Included

This workshop will have discussions including health disparities, legal aid and community gardens to name a few. The purpose of the workshop is to spread the word about what Environmental Justice is and how communities can begin to address it head on.

RSVP Required by July 24, 2017

(necessary for breakfast and lunch counts)

Please Contact:

Samia Singleton, City of Cocoa
ssingleton@cocoafl.org
phone: 321.433.8577

Donna M. Gray-Banks, Co-Chair
dbanks@cityofnsb.com
phone: 386.314.4849

Environmental justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of **environmental** laws, regulations, and policies.

