

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

A Regular Meeting of the Diamond Square Redevelopment Agency Board was held on July 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 7:01 p.m.

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
Sylvia Thomas	Agency member
Clarence Whipple, Jr.	Council Liaison

PRESENT:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairwoman
Adrian Moss-Beasley	Agency member
Larry Robinson	Agency member
Jewel Collins	Agency member
Sylvia Thomas	Agency member
Joseph Colombo	Agency counsel
Clarence Whipple, Jr.	Council Liaison

ABSENT:

Edward Jones (Arrived at 7:08)	Agency member
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STAFF PRESENT:

John A. Titkanich, Jr., City Manager, Larry Lallo, CEcD, EDFP, Economic Development Manager, and Samia Singleton, Redevelopment Specialist.

Agency member Collins 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 July 17, 2017

- * **MOTION by Agency member Thomas; SECONDED by Agency member Collins to approve the agenda for the Regular Meeting of July 17, 2017 with the addition of an update of the Proposed RDA FY 18 Budget, under "New Business".**

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

MOTION CARRIED UNANIMOUSLY (6-0)

MINUTES: Minutes of the Regular Meeting of June 19, 2017

- * **MOTION by Agency member Robinson; SECONDED by Agency member Martin to approve the minutes of the regular meeting of June 19, 2017.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

III. DELEGATIONS:

NONE

IV. PRESENTATIONS:

NONE

V. NEW BUSINESS:

1. Budget Transfer to Communications and Freight:

Ms. Singleton requested a budget transfer in the amount of \$15.00 for the purpose of the phone stipend for the Redevelopment Specialist. This amount will cover the phone stipend for the remainder of FY 2016-2017. **Ms. Singleton** suggested that the funds come from the account Other Charges and Obligation (111-3230-559.49-00) and will be transferred to the Communications and Freight account (111-3230-559.41-00).

Chairwoman Moore asked staff if that would be enough for the rest of FY 16-17. **Ms. Singleton** assured her it would.

- * **MOTION by Agency member Martin; SECONDED by Agency member Thomas to 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.**

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

MOTION CARRIED UNANIMOUSLY (7-0)

2. Diamond Square RDA Proposed FY18 Budget:

Mr. Titkanich gave an overview of the proposed budget for FY18. He stated that the projected TIF revenue is \$154,000. This includes a carryforward of funds in the amount of approximately \$38,000.

Mr. Titkanich also outlined a few of the upcoming projects and the budgeted funding for them:

1. Alliance for Neighborhood Restoration (ANR) - \$20,000
2. Stone Street Engineer/Construction and Terminus Construction - Phase 1, \$85,000
3. Façade Program - \$15,000

Council Liaison Whipple, Jr. informed the Agency, that Mr. Titkanich received the 2017 Home Rule Award from the Florida League of Cities. He advocated for local Community Redevelopment Agencies (CRA) at the Tallahassee Legislative meeting.

VI. OLD BUSINESS:

1. Diamond Square CRA Brochures:

Mr. Titkanich stated that he was concerned with the cost of printing and shipping brochures. He suggested that new photos be taken and once approved, city staff will design and print them "in-house." He felt that more of the new streetscape projects should be included in the brochure to show the extent of the redevelopment areas progress and offered the assistance of Samantha Senger, Public Relations Specialist for the City of Cocoa.

- * **MOTION by Agency member Martin; SECONDED by Agency member Thomas to approve a new brochure design and have the printing completed "in-house" with the assistance of Samantha Senger, Public Relations Specialist for the City of Cocoa.**

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

MOTION CARRIED UNANIMOUSLY (7-0)

VIII. AGENCY MEMBERS AND STAFF REPORT:**1. Agency Member Ruby Jenkins Resignation – Informational Item:**

Ms. Singleton informed the RDA that Agency member Jenkins submitted her letter of resignation on May 22, 2017.

Agency member Moore suggested they should honor the many years of service that Agency member Jenkins gave to the RDA. She thought that a plaque would be a nice way to do just that. All the other members agreed.

2. Recognize new Agency member Sylvia Thomas - Informational Item:

Ms. Singleton introduced Agency member Thomas, everyone welcomed her and Council Liaison Whipple, Jr. stated that he was pleased to have her on board.

3. Stone Street Streetscape Project - Informational Item:

Mr. Lallo informed the Agency the Stone Street Streetscape Design is 90% complete. Staff received comments from Infrastructure Solution Services (ISS) concerning items that need to be addressed. Construction is projected to start late 2017.

4. Environmental Justice Workshop - Informational Item:

Ms. Singleton gave a brief overview of the workshop and urged all Agency member's to attend.

IX. NEXT MEETING DATE:

The next meeting of the Diamond Square Redevelopment Agency will be a Regular Meeting to be held on Monday, August 21, 2017 at 7:00 p.m. at City Hall, 65 Stone Street.

X. ADJOURNMENT:

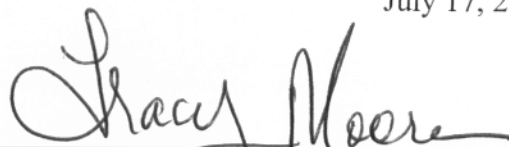
- * **MOTION** by Agency member Collins; **SECONDED** by Agency member Martin to adjourn the Regular Meeting of July 17, 2017

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

MOTION CARRIED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED AT 9:00 p.m.

July 17, 2017

A handwritten signature in cursive script, reading "Tracy Moore".

Tracy Moore, Chairwoman

Respectfully Submitted,

A handwritten signature in cursive script, reading "Heidi Byron".

Heidi Byron, Recording Secretary