FINAL

MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
SPECIAL MEETING
June 20, 2022

The Special Meeting of the Diamond Square Community Redevelopment Agency was held on June 20, 2022, at Cocoa City Hall, 65 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
Jackie Isom	Agency Member
Marilyn Ross Smith	Agency Member
Crystal McQueen	Agency Member
Joseph Colombo	Agency Attorney *via phone*
Lori Chabot	Recording Secretary

ABSENT:

STAFF PRESENT:

Community Services Director Charlene Neuterman and Councilman Goins were in attendance.

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

II. **<u>Approval of Agenda and Minutes:</u>**

<u>AGENDA</u>: Special Meeting of June 20, 2022.

* ***MOTION by Agency Member SMITH; SECONDED by Agency Member ISOM to approve the agenda for the June 20, 2022, as written.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

<u>MINUTES</u>: Regular Meeting of May 16, 2022.

* ***MOTION by Agency Member MCQUEEN; SECONDED by Vice Chairperson BROWN to approve the minutes for the May 16, 2022, as written.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

III. **<u>Delegations</u>**- Two people spoke later in the meeting.

IV. **<u>Presentations:</u>** None

V. **<u>Action Items:</u>**

1. Staff is requesting Agency approval for an application for the agency's Paint Grant Program in an amount not to exceed $1,000 for the property located at 404 D Street, Cocoa Fl and authorize the City Manager to execute a Paint 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 Paint Grant Program in an amount not to exceed $1,000 for the property located at 404 D. St, Cocoa Fl and authorize the City Manager to execute a Paint Program Agreement.

AYES: ALL
MOTION PASSED UNANIMOUSLY ~~(7-0)~~ 6-1 1 NAY

2. Staff is requesting Agency approval for a Commercial Façade Improvement Program Grant application for an amount not to exceed $10,000 for the property

located at 826 Rosa L. Jones Drive, Cocoa Fl and authorize the City Manager to execute a Commercial Façade Grant Agreement.

Director Neuterman presented the Item stating the applicant had met the application requirements and photos were attached. Explained the request of the application and property location and that applicants were present for questions. Also explained all of the repairs that will be done. Total amount for the work to be done are $47,006.15 and submitted request for $10,000. Staff requests approval as part of the Commercial Façade Improvement Program and the work will improve the look of the area. Additionally, Director Neuterman stated the owners of Rose Garden are in the process of purchasing apts. next door.

Chairperson **MOORE** asked the applicants to approach the podium. Akarsh Kolprath (AJ) owner of Rose Garden Apts. and Apartment Manager Julie Rodriguez explained to Agency Members what the work entailed. Chairperson **MOORE** asked about the timeframe for the project. AJ replied it would not exceed 120 days, more likely within 90 days.

Vice Chairperson **BROWN** asked about the central air that the previous owner was going to install and if they planned to do that. AJ replied it was not included in this project however, they will look at it later, adding the apartments were at 100% occupancy. Vice Chairperson **BROWN** asked how long he anticipated staying in that locations. AJ replied, working with City of Cocoa was going well and plans to purchase the adjacent property. He is from Orlando but is looking at this market believes to be in the area a minimum 5 years. Vice Chairperson **BROWN** asked Staff about any interest in property on the West Side.

Director Neuterman replied, that is the area that was considered for parking. This area is still in the works, the challenge is how to split it up. There are possibilities for the current Rose Garden Apartment owners and for a future owner of the next-door apartments or property adjacent. Vice Chairperson **BROWN** asked AJ if they were interested in the property that is adjacent to the West. AJ replied they were.

Agency Member **ISOM** asked about the A/C and if Rose Garden planned to replace to central air before 5 years. AJ replied, it would likely be at the same time as the remodel of the apartments next door, approximately 3-5 years.

Agency Member **JONES** asked about the property previously considered for parking and if the CRA would be donating it. Director Neuterman replied it could be part of the RFP of the adjacent apartments. She also reminded Agency Members that with a sale of property that exceeds $50,000, that amount goes to City. Agency Member **MCQUEEN** asked if the property is sold, will that piece go back to city. Director Neuterman explained the 2.8 will go along with the RFP.

Agency Member **SMITH** asked about the housing in the RFP and if it would be affordable. Director Neuterman replied yes, it would be specific in the RFP.

AJ added information regarding the work he had done in Orlando and how it has supported the community.

Chairperson **MOORE** suggested they return to the façade grant and what the improvements could do for the property. She asked about street front. She wants to be sure the $10k DS is giving pays for eligible expenses. Director Neuterman added it would be visible from side as well with the windows adding, the painting itself is $42 which qualifies as well as signs, and dumpster enclosure.

Vice Chairperson **BROWN** asked when would the RFP would go out. Director Neuterman replied, by the end of this FY, however would be brought to DSCRA first.

> * ***MOTION by Agency Member ISOM; SECONDED by Agency Member SMITH to** approve a Commercial Façade Improvement Program Grant application for an amount not to exceed $10,000 for the property located at 826 Rosa L. Jones Drive, Cocoa Fl and authorize the City Manager to execute a Commercial Façade Grant Agreement.
>
> **AYES: ALL**
> **MOTION PASSED UNANIMOUSLY (7-0)**

3. Staff is requesting Agency approval to transfer funds of $6,000 for youth to attend the Summer Camp Program offered at the Dr. Joe Lee Smith Center and for a BAF and Resolution amending the DSCRA FY2022 Budget.

Director Neuterman explained that this item has previously been discussed and approved by agency members, this is a request for the transfer of funds.

> * ***MOTION by Agency Member MCQUEEN; SECONDED by Agency Member JONES to approve** to transfer funds of $6,000 for youth to attend the Summer Camp Program offered at the Dr. Joe Lee Smith Center and for a BAF and Resolution amending the DSCRA FY2022 Budget.
>
> **AYES: ALL**
> **MOTION PASSED UNANIMOUSLY (7 -0)**

4. Staff is requesting Agency approval of a Resolution Amending the FY22 Budget, BAF in the amount of $25,000 and to transfer funds from the Contingency Account to the Other Grants & Aids Account in order to continuing funding the Paint and Beautification Grants, Commercial Façade Grant Program and the DS Upstart.

Director Neuterman explained the request is necessary to continue funding these referenced programs. The paint and beauty grant programs have been drawing on those funds and staff request this transfer to be sure there are enough funds to complete the FY. Additionally, the Upstart cost of $7,500 will be requested in current FY and was not originally budgeted. Vice Chairperson **BROWN** asked about number of grants during the current year and asked if there should be a cap. Chairperson **MOORE** added, she wants to be sure it is successful.

Agency Member **ROBINSON** asked for clarification of the funds. Director Neuterman explained.

> * ***MOTION by Agency Member SMITH; SECONDED by Vice Chairperson BROWN to approve** a Resolution Amending the FY22 Budget, BAF in the amount of $25,000 and to transfer funds from the Contingency Account to the Other Grants & Aids Account in order to continuing funding the Paint and Beautification Grants, Commercial Façade Grant Program and the DS Upstart.
>
> **AYES: ALL**
> **MOTION PASSED UNANIMOUSLY (7-0)**

5. Staff is requesting Agency approval of a BAF and a Budget Resolution amending the FY2022 Budget to allocate funds for security cameras at the Dr. Joe Lee Smith Center.

Director Neuterman explained this is a request of Councilman **GOINS** and his concern of safety at the pool and common areas of Joe Lee Smith Center and asked for an estimate for 6 cameras to be installed outside building near the pool. The estimated costs for 6 cameras amount to approximately $12,000 per camera and includes cable, monitoring, maintenance. If approved, staff would work with PD to determine best place for cameras.

Councilman **GOINS** added background. He has spoken with several employees who have reported kids jumping gate and going in the pool. It is a safety issue. He added, Joe Lee is an investment and stressed the importance to provide safety to residents and to the center. He also stated it has also been vandalized. He believes the purchase of cameras will help.

Chairperson **MOORE** understands the importance of protecting the residents. She questioned the money stating it is a large amount. She asked if there was funding from another source. Councilman **GOINS** replied he was not sure if it would go to Council. He also stated LED lights have replaced the yellow bulbs and it is brighter.

Vice Chairperson **BROWN** added his problem is that it is a city park and not just a DS center. He continued he had heard about other projects during budget workshops and never heard anything about this project. Doesn't believe they should do the whole amount. He mentioned the sign out front of Joe Lee and it was still not working, he has been asking for two years, he stated.   He doesn't believe little DS should have to pay for this.

Councilman **GOINS** replied it came up because of actions that took place in the last couple weeks. That's when it was brought to him and the employees cannot keep up with what is going on at the Center. He mentioned the American Rescue Plan and nothing is slated for security.

Chairperson **MOORE** responded she would like to see more detail included in this request. She needs to know more. Sounds like an urgency, but definitely it is a lot of money and need more information. She continued that she agrees with Vice Chairperson **BROWN** regarding DS not paying all of the amount.

Vice Chairperson **BROWN** asked to table the item to July Meeting.

* ***MOTION by Vice Chairperson BROWN; SECONDED by Agency Member JONES to** Table the item to the July Meeting to allow staff the time to get more information.

Vice Chairperson **BROWN** suggested a tour of the Joe Lee Center prior to the next meeting. Director Neuterman replied said that would be possible. Vice Chairperson **BROWN** asked how did you decide on the location of the cameras. Director Neuterman responded staff would not decide, it would be up to the PD Chief.

Agency Member **MCQUEEN** asked about proposal, type of cameras, etc. and if there would be officers assigned to location.   Director Neuterman stated during the next month staff will work with IT, PD, to get a more detailed quote adding, the cameras would be monitored in or near PD dispatch.

Vice Chairperson **BROWN** asked if it should it be closed. Councilman **GOINS** replied no, that is where kids go and keep out of trouble.

AYES: ALL
MOTION PASSED UNANIMOUSLY (7-0)

Chairperson **MOORE** returned to delegations.

DERRICK JENKINS, Cocoa Florida, spoke about spoke about development of property on Stone and Blake. He said approached the CRA a year ago asking about developers. He would like to see the CRA rezone it to commercia/residential and get developers in. He would like to see a church there.

Vice Chairperson **BROWN** asked were we looking at changing zoning along Stone Street. Mr. Jenkins asked if that happens, what would be allowable use for the area.

Director Neuterman replied the rezoning is being evaluated. There are different types of Commercial in a neighborhood. Mr. Jenkins asked the Board what they want it to look like or include?

Chairperson **MOORE** replied stating the Redevelopment Plan is what guides them and some ideas are there, adding there has been a lot of discussions about that area and what could be brought in. Chairperson **MOORE** and Vice Chair **BROWN** thanked Mr. Jenkins for his comments.

Purvette Bryant, Cocoa – spoke in favor of the security cameras but also thought the cost was high and added the DSCRA needs to partner with someone else. She believes cameras work.

Councilman **GOINS** asked Agency Members if they would consider having a shorter meeting in July and incorporate a workshop at same time. Chairperson **MOORE** said the community is invited to all meetings. She loves to see residents attend. Chairperson **MOORE** said a community meeting? Yes, the community should come out. She also added, she would like specifics on cost and suggested an update of what is going on at Joe Lee Smith. She welcomes as many as possible and invited public to attend the meeting and see how things work.

Vice Chairperson **BROWN** asked about putting that portion of cameras on the agenda. Director Neuterman said it would be part of the agenda it would be up for discussion. She added it is important to explain protocol and delegations. Vice Chair **BROWN** asked if the camera vendor would be present. Director Neuterman replied they wouldn't but that she will have a written proposal. Councilman **GOINS** added this could be an opportunity for the Community Relations Dept and Chief to be a part of. Director Neuterman replied they would be invited, residents can meet the team and the Chief. Director Neuterman stated we would invite an employee from the County to speak and explain what is available at Joe Lee. Chair **MOORE** likes idea, but for her it is about more information. Councilman **GOINS** also asked who else can we bring to table?

Agency Member **McQUEEN** asked for clarification of next meeting. Would any decisions be made? Chair **MOORE** replied with clarification, it could include a solution or Motion but unsure.

Agency Member **ISOM** said this came straight to DS and added let it go to Council. Director Neuterman stated she will meet with the City Manager prior to next DS Meeting and discuss DS CRA concerns, if there could be a partnership, costs, and then hopefully to help move forward.

Agency Member **ROBINSON and JONES** asked about the cameras and vendor. Would it be same people? Director Neuterman replied the vendor would be same as already use.

Vice Chair **BROWN** asked Councilman **GOINS** to return and tell them they have $50,000 and DS only needs to give $30 to $25K.

6. Budget discussion for FY2023.

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 – cost estimate from those installed in Merritt Island.

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.

Chair **MOORE** said the programs mentioned mostly continuation programs. Think about the future. Think about additional businesses to come into the community. She would like to see more streetscape type projects to create connectivity between streets, i.e., community gathering area, lighting, benches, etc. Need partnerships, community board to reach out to partners.

Vice Chair **BROWN** asked staff about health care and if still looking. Director Neuterman replied, the priorities are on food desert, health care and working on the RFP for old Joe Lee for these. She would like people to come in and provide services. Putting out hopefully within the next couple months and for whoever takes building to take care of renovations. She added, staff have been in communications with a few people and heath care was a primary objective.

Vice Chair **BROWN** asked how many grants should the agency do for Upstart next year. Director Neuterman recommended 2 for DS next year. He asked how many applicants did the agency get for the first one. Director Neuterman replied, there were 4-5 that were qualified to make it to presentation phase.

Agency Member **SMITH** asked about board members applying for Upstart. Director Neuterman responded, that was not allowed and was a City-wide policy. Attorney COLOMBO responded that was correct.

Chair **MOORE** mentioned businesses and seniors' programs and she would like to see CRA do something for seniors.

Agency Member **SMITH** mentioned seniors at lunch and went by Joe Lee when they were having Seniors at Lunch. Attendance was low and they were concerned about that. She stated that program is something that is here and maybe the board could help with that.

Chair **MOORE** asked about their transportation?

Agency Member **ISOM** said keep talking about DS is there anything can be done on the North side? It seems unattended. Can we focus on that area for a bit? Director Neuterman responded, stating the Peachtree Street repaving that occurred, The DS CRA line is School Street and that is not a large area. The other side 520 is Varr where something could be done, possibly Streetscape project to include landscaping and beautification projects along 520. Additionally, Gilmore Park could be part of project. Agency Member **ISOM** mentioned a couple of bus stops on Fiske there. She would like Staff to consider for a shelter. Chairperson **MOORE** responded it lends itself to the overall look within the DS. Asked about the Garden, is it going to Gilmore Park. Councilman **GOINS** responded yes, but need water there. He added the basketball court is not full court. Older boys don't want to play on small court.

Vice Chairperson **BROWN stated** that area is blighted and asked about the property in front of Gilmore Park, who the owner was. Councilman **GOINS** replied, he was not sure who owned it or if it is for sale. Vice Chair **BROWN** mentioned Aging Matters having a transportation problem and could the CRA do something about that. Director Neuterman responded, their need is another vehicle. Chair **MOORE** mentioned a transportation idea that she had seen at the conference and if staff members could make requests to look into.

Agency Member **ROBINSON** would love to see activities for seniors and likes the basketball court as well. Anything that provides activity for youth. Also, security cameras, would like to come back with what problems are being solved.

Agency Member **JONES** asked about the life guards. Councilman **GOINS** responded it was still a problem, but are rotating guards and trying to get kids to take courses, the City has the funds to sponsor. It is not only a problem in our City. Agency Member **JONES** asked update on old Joe Lee Smith. Director Neuterman stated she has spoken with potentially interested people and the RFP will go out this calendar year.

Agency Member **SMITH** mentioned the existing transportation, maybe work with them through a contract.

Councilman **GOINS** mentioned Meals on Wheels, they deliver to many areas including at home. Maybe they are getting services at home and don't need to leave. Agency Member **SMITH** also mentioned activities for seniors. Not enough for them to do. Director Neuterman mentioned that some of these suggestions could be requested of Parks and Rec to offer the programs. She suggested- looking at other centers the County, what they are offering and staff can make the request.

Agency Member **ISOM** mentioned Church vans and maybe they can provide transportation for lunches.

Chairperson **MOORE** asked members to think about areas.

Agency Member **MCQUEEN** asked if Brevard County Parks could do a presentation to educate what types of activities they offer. Director Neuterman said she will check on that for the July meeting or another meeting.

Chairperson **MOORE** reiterated, seniors, youth, park enhancement, community garden, streetscaping, landscaping, things we talked about.

Agency Member **SMITH** shared her thought about Leadership Brevard as a partnership.

Vice Chairperson **BROWN** reported he saw a mobile shower unit. Director Neuterman replied North Wind Ministries who bring mobile showers to churches. Agency Member **MCQUEEN** said they also have a service to wash clothes.

- ***NO MOTIONS WERE MADE ON THIS ITEM.**

VI. **<u>Attorney's Report</u>** –NONE

VII. **<u>Updates and Staff Report</u>** –

Director Neuterman mentioned the DSCRA business stickers, and the business list were available telling Agency Members they can each have a sheet or two. The next meeting will be a community meeting at the Dr. Joe Lee Smith Community Center in Diamond Square.

VIII. **<u>Next Meeting Date</u>**

The next scheduled meeting of the Diamond Square Community Redevelopment Agency will be on July 18, 2022, 6 pm at the Dr. Joe Lee Smith Community Center, 419 Washington Ave., Cocoa, Florida, unless a business need arises earlier.

IX. **Adjournment**

* ***MOTION by Vice Chairperson BROWN; SECONDED by Agency Member ISOM to adjourn the meeting.**

AYES: ALL

MOTION PASSED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED at 8:15 pm.

Tracy Moore

Tracy Moore, Chairperson

Respectfully Submitted by:

Lori Chabot, Recording Secretary