

**MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
REGULAR MEETING
August 19, 2024**

The Regular Meeting of the Diamond Square Community Redevelopment Agency was held on August 19, 2024, at the City of Cocoa, City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. Call to Order

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

Invocation: Vice Chairperson **McQUEEN** provided the invocation.

Pledge of Allegiance: Chairperson **MOORE** led the Pledge of Allegiance to the flag of the United States of America.

ROLL CALL:

Tracy A. Moore	Chairperson
Crystal McQueen	Vice Chairperson
Larry Brown	Agency Member
Brenda Fox	Agency Member
Jackie Isom	Agency Member
Angelia Smith	Agency Member
Marilyn Smith	Agency Member
Joseph Colombo	Agency Attorney
Ryan Browne	Recording Secretary

PRESENT:

Tracy A. Moore	Chairperson
Crystal McQueen	Vice Chairperson
Larry Brown	Agency Member
Brenda Fox	Agency Member
Jackie Isom	Agency Member
Angelia Smith	Agency Member
Marilyn Smith	Agency Member
Joseph Colombo	Agency Attorney
Ryan Browne	Recording Secretary

ABSENT:

STAFF PRESENT:

Community Services Director NEUTERMAN and City Manager WHITTEN were in attendance. Steven Noto, RVI Planning Consultant was also in attendance. Agency Liaison GOINS was not in attendance.

II. **Approval of Agenda:**

AGENDA:

Agenda - Regular Meeting of August 19, 2024.

***MOTION by Vice Chairperson McQUEEN; SECONDED by Agency Member SMITH, M. to approve the Agenda for the Regular Meeting of August 19, 2024, as written.**

AYES: MOORE, McQUEEN, BROWN, FOX, ISOM, A. SMITH, M. SMITH.

MOTION PASSED UNANIMOUSLY (7-0)

III. **Delegations:**

1. Anita Gibson, 451 Stone Street. Said she applied for housing rehab three years ago. She claims that she submitted all documentation required of her. She does not understand the procedures. City Manager WHITTEN stated that he would put the status to her in writing and explain it to her. He offered the Board that he can copy them if they want. He went on to explain that we have to income verify each year anyone in the queue. So, just because you provided it the first time, does not mean that we can't ask for it again. In fact, we are required to by law. An inspector was dispatched to the residence. There is not the structural damage that she is claiming.

IV. **Presentations:**

1. Family Promise – An Introduction. (Tara Pagliarini, Executive Director; Shayla Murray Smith, Director of Elevate Brevard; and Akili Phillips, Director of Development)
 - i. Tara gave an overview of the kinds of services that Family Promise offers that would be beneficial to our residents. They want to know what they can do to help us. They serve as hospitable, direct family intervention, resources who leverage community engagement, and elevate opportunities. They have a network of faith partners who help with crisis emergency shelter when overnight care is needed. The Firehouse is a one-stop shop, for daytime only.
 - ii. They work together with partners, rather than duplicating efforts.

- iii. They conduct workshops, including a Financial Advising one next week, on a regular basis to build skills needed for success.
 - iv. They have started a new group call “922” to help activate collaborative thinking and networking among non-profit support service providers. They are participating in this as a way to help build trust among service providers.
 - v. Shayla Marie Smith, Director of Elevate Brevard. She focuses on education and employment opportunities. She smooths roadblocks and serves as an advocate. She helps with Cocoa High. She helps with FAFSA for college or post-secondary education goals.
 - vi. Akili Phillips, Director of Development. Free services to non-profit, fee service to for-profit. 36-person capacity classroom at the Firehouse.
 - vii. Vice Chairperson McQUEEN asked Shayla if she is walking the students through the FAFSA? Shayla responded that at present they are going to the schools and utilizing their personnel. But, the plan is to eventually be able to host at the Firehouse. She also asked about the turnaround time. Akili responded that typically within a week, so long as they have the documentation.
2. RVI. Four Corners Visioning Workshop – Results. (Steve Noto, RVI Planning Consultant)
- i. Results.
 - 1. Visioning for the “Four Corners” – the intersection of US1 and SR520. It is literally the intersection to the city.
 - 2. Some terms:
 - a. FLU – Future Land Use. What you can do with your property.
 - b. Zoning – very specific
 - 3. Challenge: current zoning is not compatible with other zoning. Need to correct that mistake. Also, encourage “Old Florida” design style architecture.
 - 4. Recommendations to City Council.
 - a. Update Comp Plan.
 - b. Create a Four Corners Overlay. Provide high quality standards.
 - c. Coordinate with FDOT. Open to conversations.
 - d. Coordinate with SCAT.
 - e. Begin West of Four Corners. Along SR520 westward.
 - 5. Board Questions.
 - a. Agency Member FOX wanted to know if we owned these properties. Steve responded that we do not. They are privately owned. But, ultimately we get a say in what happens with these because the city controls the zoning rules that govern what can or cannot be built in a certain parcel.

- b. Agency Member BROWN commented that the Southwest corner property is a challenge and he asked what are some options for that property? Manager WHITTEN replied that this study helps us see what we ‘don’t want’ – which allows us to narrow down what we do want. It is not good for a big brand, but, rather for small businesses that can serve the neighborhood. Also, serves as an opportunity tell a story of what we want the community to become.
- 3. Planning Division: Minimum Yard Setback (Steve Noto, RVI Planning Consultant)
 - i. Minimum Yard Setback.
 - ii. City Manager WHITTEN: by relaxing the burden, facilitates more building possibilities in Diamond Square.
 - iii. Agency Member FOX asked what is the typical distance from the road to the property? Steve replied, typically 20-22 feet pavement, 4 foot sidewalk, 1 foot buffer.
 - iv. Chairperson MOORE asked if this is something being done in other communities? Manager WHITTEN confirmed that it is.

V. **Action Items:**

1. Request Agency approval of a Resolution to amend the FY24 Budget, BAF #24-121-A, in the amount of \$8,000, to ensure full funding is available for \$10,000 Diamond Square Program Initiative.
 - i. Introduction. Director NEUTERMAN introduced the item.
 - ii. Discussion. Agency Member BROWN said he did not understand and asked for additional explanation. Director NEUTERMAN explained the fund movements due to fiscal year crossover and the need to replenish funding sources.
 - iii. Vote.

***MOTION to approve resolution by Agency Member SMITH, M.; SECONDED by Agency Member ISOM, as written.**

AYES: MOORE, McQUEEN, BROWN, FOX, ISOM, A. SMITH, M. SMITH.

MOTION PASSED UNANIMOUSLY (7-0)

2. Request Agency approval of the \$10,000 Diamond Square Program Initiative be awarded to Sherry Amos’ “Summer Enrichment Program” at the Learning & Achievement Center.

- i. Introduction. Director NEUTERMAN introduced the item.
- ii. Sherry Amos. PowerPoint Presentation.
- iii. Discussion. Agency Member BROWN asked about the program application process and whether Ms. Amos found it to be difficult. Ms. Amos replied that she only found some of the application categories difficult, since they are so broad, it's hard to write something education-focused to satisfy the application. Chairperson MOORE asked if the DSCRA kids are being tracked. Ms. Amos said they are. They are address verified.
- iv. Vote.

***MOTION to approve initiative by Agency Member BROWN; SECONDED by Vice Chairperson McQUEEN, as written.**

AYES: MOORE, McQUEEN, BROWN, FOX, ISOM, A. SMITH, M. SMITH.

MOTION PASSED UNANIMOUSLY (7-0)

3. Request Agency approval of the renewal of the Alliance for Neighborhood Restoration (ANR) FY 2025 Contract.
 - i. Introduction. Director NEUTERMAN introduced the item.
 - ii. Discussion. Delores requested additional \$10,000 to meet increased demand for services.
 1. Delores outlined the need for additional funding: increased participation and increase in operational expenses and staff.
 2. Stats: Youth Employment Graduates = 23. 13 from DS. Cops and Kids = 33. 22 from DS. After School = 15, all but one from DS. Sent 13 youth to Disney. Leadership program more difficult. Juneteenth raised funds for full stipends.
 3. Agency Member questions. Vice Chairperson McQUEEN asked what increase? Delores replied 23 this year versus 10 last year. Agency Member BROWN asked about staff. Delores replied that there are two staff and one part-time art instructor. She would like to add an experienced college student to handle After School. BROWN had a follow-up question regarding the Monthly Progress Form. Is it complicated? Director NEUTERMAN said it is in the ANR agreement every year. Staff actually streamlined the reporting to make it easier to collect all of the data. BROWN followed up with a question about how is

everything balanced out since the activities of the year fluctuates. Agency Attorney COLOMBO said that it is setup on an annualized basis and has worked just fine. He negotiated the initial agreement that is updated each year.

4. Agency Member BROWN amended the contract renewal proposal and the Agency voted.
- iii. Vote.

***MOTION to approve contract by Agency Member BROWN; SECONDED by Agency Member FOX, as amended.**

Amended: Increase from \$35,000 annually to \$45,000 annually.

AYES: MOORE, McQUEEN, BROWN, FOX, ISOM, A. SMITH, M. SMITH.

MOTION PASSED UNANIMOUSLY (7-0)

4. Request Agency approval of a Resolution to amend the FY 24 Budget, BAF # 24-122-A, in the amount of \$17,000, for the purposes of purchasing information technology-related items for Gilmore Park. *******This item is Confidential per F.S. 119.071 and Not for Public Release.** *****
 - i. Introduction. Director NEUTERMAN introduced the item. Consistent with security. Staff available for explanation.
 - ii. Discussion. Agency Member BROWN asked if this would be the total needed. Director NEUTERMAN confirmed. BROWN followed up with a question about why should DS carry the whole burden? Manager WHITTEN explained that the security is for all parks, DS is only being asked to assist with some cost for parks in their area of the city.
 - iii. Vote.

***MOTION to approve resolution by Vice Chairperson McQUEEN; SECONDED by Agency Member ISOM, as written.**

AYES: MOORE, McQUEEN, BROWN, FOX, ISOM, A. SMITH, M. SMITH.

MOTION PASSED UNANIMOUSLY (7-0)

5. Request Agency feedback on FY25 Budget Priorities.
 - i. Introduction. Director NEUTERMAN introduced the item.

- ii. Discussion. Director NEUTERMAN reminded Agency Members that the CRA Plan Update will provide significant guidance on what to do moving forward. We are just really looking at placeholder ideas for now. Agency Member BROWN mentioned branding for DS. Chairperson MOORE added Enhancing the life of our Seniors.
- iii. Vote. (**No Vote, just Feedback.**)

VI. **Attorney's Report:** None.

VII. **Updates and Staff Report**

- 1. Director NEUTERMAN: gave various administrative updates.
 - ii. CRA Plan Update Consultant.
 - 1. Branding.
 - 2. Workshop I – Open House-style
 - 3. Website and survey and interactive map.
 - iii. FRA Conference.
 - 1. For the Record: The following Agency Members voted to attend the FRA Conference in October:
 - a. MOORE, McQUEEN, BROWN, FOX, ISOM, SMITH, A., SMITH, M.
 - iv. City Council approved the Four Corners visioning.
 - v. Annual Ethics training. Follow-up coming.
 - vi. MCB five homes; new owners – will meet the Board at next meeting.
 - vii. Veterans Village. Sign was too large (blocking right of way). Habitat continues to work on it.
 - viii. Upcoming event: National Night Out (NNO) – Oct. 1, 2024.
- 2. Chairperson MOORE gave the following update: two candidates were selected to move forward in the process for Upstart Interviews.

VIII. **Next Meeting Date:**

The next scheduled meeting of the **Diamond Square Community Redevelopment Agency** will be on **Monday, September 16, 2024 at 6:00 pm** at the **Dr. Joe Lee Smith Community Center**, located at 415 Stone Street, Cocoa, Florida unless a business need arises earlier.

IX. **Adjournment**

***MOTION to adjourn by Agency Member SMITH, M.; SECONDED by Agency Member SMITH, A.**

AYES: MOORE, McQUEEN, BROWN, FOX, ISOM, A. SMITH, M. SMITH.

MOTION PASSED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED at 8:49 pm.

Tracy Moore, Chairperson

Respectfully Submitted by:

Ryan Browne, Recording Secretary