

6MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
REGULAR MEETING
December 16, 2019

A Regular Meeting of the Diamond Square Redevelopment Agency Board was held December 16, 2019 at City Hall, 65 Stone Street, Cocoa, FL, as publically noticed.

I. CALL TO ORDER

Chairperson Moore called meeting to order at 6:02 pm.

ROLL CALL:

Tracy Moore	Chairperson
Delores Martin	Vice Chairperson
Jewel Collins	Agency Member
Edward Jones	Agency Member
Larry Robinson	Agency Member
Sylvia Thomas	Agency Member
Joseph Colombo	Agency Counsel
Alex Goins	Council Liaison

PRESENT:

Tracy Moore	Chairperson
Delores Martin	Vice Chairperson
Edward Jones	Agency Member
Larry Robinson	Agency Member
Sylvia Thomas	Agency Member
Courtney Jackson	Recording Secretary

ABSENT:

Jewel Collins	Agency Member (Arrived at 6:10 pm)
Joseph Colombo	Agency Counsel
Alex Goins	Council Liaison (Arrived at 6:10 pm)

STAFF PRESENT:

Charlene Neuterman, Deputy Community Services Director, **Jake Williams Jr.**, Mayor

Agency Member Robinson provided the invocation and **Chair Moore** 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 December 16, 2019

- * **MOTION by Vice Chair Martin; SECONDED by Agency Member Jones to approve the agenda for the Regular Meeting of December 16, 2019 as written.**

AYES: MOORE, MARTIN, JONES, ROBINSON, THOMAS

MOTION PASSED UNANIMOUSLY (5-0)

Minutes: Minutes of November 18, 2019

- * **MOTION by Vice Chair Martin; SECONDED by Agency Member Thomas to approve the minutes for the Regular Meeting of November 16, 2019 as written.**

AYES: MOORE, MARTIN, JONES, ROBINSON, THOMAS

MOTION CARRIED (5-0)

III. PRESENTATIONS:

Presentation of a Proclamation¹ Certificate awarded to Eagle Scout, Shane Austin Layman, for his work on the Diamond Square Community Garden.

Charlene Neuterman provided background on Mr. Layman's service in the Diamond Square Community Garden and read aloud his proclamation certificate.

Chair Moore expressed her gratitude for his service and greatly appreciated his hard-working efforts in, not only the Diamond Square Community, but in their community garden as well. She thanked him for choosing Diamond Square for his project and shared that being an Eagle Scout is the just first step to other great achievements in his life².

IV. DELGATIONS

None.

V. ACTION ITEMS

None.

VI. ATTORNEY'S REPORT

None.

VII. UPDATES AND STAFF REPORTS

1. Informational Item- Project Updates:

Charlene Neuterman presented the following project updates to the Board:

- Interlocal Agreement:

¹ Shane A. Layman Proclamation Certificate

² Council Liaison Goins and Agency Member Jewel Collins arrived at 6:10 pm)

- Charlene Neuterman shared that Chair Moore re-signed the Interlocal Agreement for presentation at the County Commission meeting on December 17, 2019 for execution. Staff will then share at the February meeting regarding the membership rules and other information. It is Staff's intent to, at one of the January 2020 Council meetings, to have the board information revised through the formation resolution by City Attorney Garganese, so that they can reform the Board at the direction of the interlocal agreement and council. She will let the Agency members know which Council meeting that will take place in so they are able to be in attendance.

Discussion between Vice Chair Martin and Charlene Neuterman regarding re-appointees.

Charlene Neuterman added that because of the delay of execution of documents, she is working on gathering information for the January Council meeting to share with the Board at their February meeting.

- Diamond Square Initiative Report:
 - Charlene Neuterman shared that both the October and November's ANR³ reports are attached for review.
- Habitat for Humanity:
 - Anticipates a wall raising for the third house in the upcoming months.
 - 405 Blake Ave: Construction is nearing completion with dedication ceremony expected in January.
 - Female Veteran Village: Construction is ongoing and Staff will keep the Board informed regarding future wall raisings and dedication ceremonies.

Charlene Neuterman added that they hope to have six (6) homes completed in 2020 and is proud of the work that has been done for these deserving female veterans.

- Dr. Joe Lee Smith Community Center:
 - Exterior construction is on the schedule and there are no apparent delays at this time.
 - Substantial completion is expected in May 2020.

Discussion between Agency Member Collins and Charlene Neuterman regarding the progress of the pool.

Community Garden:

³ October and November 2019 Alliance for Neighborhood Restoration (ANR) Activity Report for Professional Services Rendered.

- Leticia Griffith has been approved to be a city-volunteer and will begin working in the Diamond Square Community Garden beginning January 2020.
- There is a second Eagle Scout who is interested doing his Eagle Project with the community garden and finishing the final six (6) beds and she will provide more information soon.

Discussion Regarding Other Community Updates:

Discussion between Chair Moore and Charlene Neuterman regarding updates for the Jewel Collins Museum.

Chair Moore asked if there have been citizens partaking in Habitat for Humanity Brevard's revitalization program.

Mayor Williams Jr. shared that while they are working on getting information out, he and Nancy Bunt thought to send the flyers to local churches to post on their bulletin boards.

Charlene Neuterman added the program is promoted and shared in the Community Services office when rehab projects come about within the community and there are also flyers available as well for those who are interested.

Chair Moore felt that reaching out to the churches would be a great way to reach the community and that the program would help out a lot of citizens.

Charlene Neuterman expressed she will begin working on obtaining mailing information to send flyers for posting on the church's bulletin boards.

Discussion between Charlene Neuterman and Agency Member Thomas regarding the gas station across from WaWa.

2. Informational Item- Budget Report:

Charlene Neuterman shared that the budget report is attached in the agenda for Board review and reported there were no significant changes or activities this month.

When asked about Darryl Niles, Charlene Neuterman explained that as of the beginning of December, he no longer works for the City of Cocoa. She expressed that all of Staff wish him the best of luck in his future endeavors and will keep the Board updated once his position becomes filled.

Discussion between Agency Member Collins and Charlene Neuterman regarding plans for the old community center once the new community center opens.

Council Liaison Goins invited the room to attend the Cocoa Police Department Strategic Plan Community Workshop. He added that it was an open forum and a great opportunity to voice their concerns.

- Monday, December 16th at 6:30 at the Emma Jewel Charter Academy (704 Blake Ave).
- Wednesday, December 18th at 6:30 at Cocoa Fire Station #1 (1740 Dixon Blvd).

Chair Moore congratulated Jewel Collins on being honored by Brevard's Democratic Women Group at their Gala.

Chair Moore expressed she is excited to see how the future of the Board unfolds and wished everyone a happy and safe holiday.

Agency Member Thomas pointed out that she has done an outstanding job as Chair for this current diamond Square Board and hopes she remains the Diamond Square Chair in the future.

NEXT MEETING DATE

The next regularly scheduled meeting of the Diamond Square Redevelopment Agency will be on Monday, February 3, 2020, at 6:00 PM at the Cocoa City Hall, 65 Stone Street, Cocoa, Florida.

VIII. ADJOURNMENT

- * **MOTION by Vice Chair Martin; SECONDED by Agency Member Thomas to adjourn the Regular Meeting of December 16, 2019.**

AYES: MOORE, MARTIN, COLLINS, JONES, ROBINSON, THOMAS

MOTION PASSED UNANIMOUSLY (6-0)

MEETING WAS ADJOURNED AT 6:30 pm

Tracy Moore, Chairperson

Respectfully Submitted By:

Courtney Jackson, Recording Secretary