Agenda
City of Cocoa
Diamond Square Community Redevelopment
Agency Regular Meeting

September 21, 2026
6:00 PM
415 Stone Street, Cocoa, FL 32922

I. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance
3. Roll Call

II. APPROVAL OF AGENDA AND MINUTES

1. Agenda: Regular Meeting of Diamond Square CRA for September 21, 2026.
2. Minutes: Regular Meeting of the Diamond Square CRA for August 17, 2026.

III. DELEGATIONS

IV. PRESENTATIONS

1. The Alliance for Neighborhood Restoration will provide a short presentation that represents their programs and the youth participants in Fiscal Year 2026.

V. ACTION ITEMS

1. Request Agency approval of the FY 2027 Contract for Alliance for Neighborhood Restoration (ANR)

VI. ATTORNEY'S REPORT

VII. UPDATES AND STAFF REPORTS

VIII. NEXT MEETING DATE - October 19, 2026 at 6:00 PM

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.

DIAMOND SQUARE CRA AGENDA ITEM

Memo Date:	11/19/2025
Agenda Date:	9/21/2026
Prepared By:	Peyton Fink, Redevelopment Coordinator
Through:	Charlene Neuterman, Community Services Director
Requested Action:	Request Agency Approval of the Agenda from the Diamond Square CRA Regular Meeting on September 21, 2026, either as written or with amendments.

BACKGROUND:
Request Agency Approval of the Agenda from the Diamond Square CRA Regular Meeting on September 21, 2026, either as written or with amendments.

PRIORITY AREA CONNECTION:
Economic and Community Development

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:
Request Agency Approval of the Agenda from the Diamond Square CRA Regular Meeting on September 21, 2026, either as written or with amendments.

DIAMOND SQUARE
REDEVELOPMENT AGENCY

Crystal McQueen
Chairperson

Angelia Smith
Vice Chairperson

Larry Brown
Board Member
*(Appointed by Brevard County)

Delores Martin
Board Member

Jackie Isom
Board Member

Tracy Moore
Board Member

Amy Robinson
Board Member

DATE: Monday, September 21, 2026 Location: Dr. Joe Lee Smith Center
TIME: 6:00 p.m. 415 Stone Street

I. CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE
ROLL CALL

II. APPROVAL OF AGENDA AND MINUTES

AGENDA: Regular Meeting of September 21, 2026
MINUTES: Minutes of the Regular Meeting of August 17, 2026.

III. DELEGATIONS

IV. PRESENTATIONS

1. The Alliance for Neighborhood Restoration will provide a short presentation that represents their programs and the youth participants in Fiscal Year 2026.

V. ACTION ITEMS

1. Request Agency approval of the FY 2027 Contract for Alliance for Neighborhood Restoration (ANR).

VI. ATTORNEY'S REPORT

VII. UPDATES AND STAFF REPORTS

VIII. NEXT MEETING DATE
The next meeting of the Diamond Square Community Redevelopment Agency is Monday, October 19, 2026, at 6:00 PM. The meeting will be held at the Cocoa City Hall, Council Chambers, located at 65 Stone Street, Cocoa, FL 32922.

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.

DIAMOND SQUARE CRA AGENDA ITEM

Memo Date:	11/19/2025
Agenda Date:	9/21/2026
Prepared By:	Peyton Fink, Redevelopment Coordinator
Through:	Charlene Neuterman, Community Services Director
Requested Action:	Request Agency Approval of the Minutes from the Diamond Square CRA Regular Meeting on August 17, 2026, either as written or with amendments.

BACKGROUND:
Request Agency Approval of the Minutes from the Diamond Square CRA Regular Meeting on August 17, 2026, either as written or with amendments.

PRIORITY AREA CONNECTION:
Economic and Community Development

BUDGETARY IMPACT:

PREVIOUS ACTION:

RECOMMENDED MOTION:
Request Agency Approval of the Minutes from the Diamond Square CRA Regular Meeting on August 17, 2026, either as written or with amendments.

MINUTES
CITY OF COCOA
DIAMOND SQUARE CRA
REGULAR MEETING
August 17, 2026

The Regular Meeting of the Diamond Square Community Redevelopment Agency was held on August 17, 2026, at the City of Cocoa, City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. **Call to Order**

Vice Chairperson Smith called the meeting to order at 6:02 p.m.

Invocation: Agency Member Robinson provided the invocation.

Pledge of Allegiance: Agency Member Robinson led the Pledge of Allegiance to the flag of the United States of America.

ROLL CALL:

Crystal McQueen	Chairperson
Angelia Smith	Vice Chairperson
Larry Brown	Agency Member
Jackie Isom	Agency Member
Tracy Moore	Agency Member
Amy Robinson	Agency Member
Delores Martin	Agency Member
Joseph Colombo	Agency Attorney
Peyton Fink	Recording Secretary

PRESENT:

Crystal McQueen	Chairperson (Via Phone)
Angelia Smith	Vice Chairperson
Larry Brown	Agency Member
Jackie Isom	Agency Member
Tracy Moore	Agency Member (Via Phone)
Amy Robinson	Agency Member
Joseph Colombo	Agency Attorney
Peyton Fink	Recording Secretary

ABSENT: Agency Member Martin.

STAFF PRESENT: Community Services Director Neuterman and Board Liaison Goins.

II. **Approval of Agenda and Minutes:**

AGENDA:

Agenda - Regular Meeting of August 17, 2026.

***MOTION by Agency Member BROWN; SECONDED by Agency Member ISOM to approve the Agenda for the Regular Meeting of August 17, 2026, as written.**

AYES: MCQUEEN, SMITH, MOORE, BROWN, ROBINSON, ISOM

MOTION PASSED UNANIMOUSLY (6-0)

MINUTES:

Minutes- Regular Meeting of July 20, 2026

***MOTION by Agency Member BROWN; SECONDED by Agency Member ISOM to approve the Minutes for the Regular Meeting of July 20, 2026 as written.**

AYES: MCQUEEN, SMITH, MOORE, BROWN, ROBINSON, ISOM

MOTION PASSED UNANIMOUSLY (6-0)

III. **Delegations**:

1. Margie Harris gave thanks for repairing the sidewalk on South Carolina Ave.

IV. **Presentations**:

V. **Action Items:**

1. Request Agency approval for an application for the Beautification Grant Program in an amount not to exceed $500 for the property located at 451 Stone Street, Cocoa, FL 32922 and to authorize the City Manager to execute a Beautification Grant Agreement.

   Director Neuterman gave a description of the action item. She explained that the applicant has met the requirements of the application. So, staff are seeking agency approval to award the applicant an amount not to exceed $500.

   There was discussion on whether or not there should be a certain number of years between how often applicants can apply for the same grant. The Agency Attorney pointed out that this has not been a problem in the past as we have not previously seen an influx of applicants. Director Neuterman also spoke on the topic and explained that it would be up to the agency members to establish the number of years. There were specific years suggested, such as 5 for the Beautification Grant and 10 for the Paint Grant. It was then suggested by Director Neuterman that the board vote on this particular item and then have further discussion regarding regulations on how often a resident can apply for Paint and Beautification Grants. Agency Member Brown will not have a hard time approving this grant, but he would like to see some time in between when applicants can put in for the same grants.

   (Chairperson McQueen arrived)

***MOTION by Agency Member ROBINSON; SECONDED by Agency Member BROWN to approve an application for the Beautification Grant Program in an amount not to exceed $500 for the property located at 451 Stone Street, Cocoa, FL 32922 and to authorize the City Manager to execute a Beautification Grant Agreement.**

AYES: MCQUEEN, SMITH, MOORE, BROWN, ROBINSON, ISOM

MOTION PASSED UNANIMOUSLY (6-0)

After the vote, the agency members further discussed the Paint & Beautification Grant. They would like the agreement to make exceptions for certain circumstances that could affect the plants. It was then decided that residents will need to wait 10 years to reapply for Paint Grants and 5 years to reapply for Beautification Grants.

***MOTION by Chairperson MCQUEEN; SECONDED by Agency Member BROWN to add a time restriction of five years for the Beautification Grant and ten years for the Paint Grant where applicants cannot reapply.**

AYES: MCQUEEN, SMITH, MOORE, BROWN, ROBINSON, ISOM

MOTION PASSED UNANIMOUSLY (6-0)

Board Liaison Goins wondered what the sunset date of the Diamond Square CRA is and what will happen to the grants approved when it does sunset. Agency Attorney Colombo explained that it is funded at the front end and there may be some monitoring of some sort. He added that if there are additional actions required then there may have to be an agreement with the City, especially if reimbursements are still due as they are going to be legally binding. So, certain responsibilities would fall on the City. Director Neuterman gave an example by stating that with the Façade Grants there is a five-year lean and the City will be responsible for it after the CRA's sunset.

VI. **Attorney's Report**:

VII. **Updates and Staff Report:**

1. The next DSCRA meeting will be at the Dr. Joe Lee Smith Center. There will be multiple presentations.
2. Agency Member Moore gave an update on the RICHES program. She explained that the hub itself will not affect the budget and we could bring in a partner. Agency Member Moore would like to see us take this on and she further explained that the partners could supply and/or house while we take care of the rental fee. She suggested that we could use the museum as a kickoff then do the event itself a month later. There was discussion regarding when a good time for the informational meeting and History Harvest would be. Both the staff and agency members agreed that kicking off the program in January or February would work best. The Chairperson then asked about the possibility of getting outside help, to which Director Neuterman recommends volunteers. Agency Member Moore then went on to explain how UCF will be handling just about everything. Staff will look for a date to select in January for the first meeting and a date in February to kick it off, staff will bring back more information in September.

Agency Member Brown talked about the old Dr. Joe Lee Smith Center and how there is maintenance work that needs to be done. Some issues include overgrown trees, overgrown grass, furniture on the road, etc. The Board Liaison responded that some of that property is taken care of by Brevard County while we handle the other side, so it would be a Public Works issue and they will be contacted. Agency Member Brown then inquired about who picks up the furniture, Board Liaison Goins responded to this by saying the City does, but it is a process. Director Neuterman added that if the vacant lot is owned by a property owner and not the City then we have an abatement citation and if the area is not cleared after 10 days, then we hire a contractor to do the work. Agency Member Brown then wondered about tree trimming on Blake and Rosa Jones. Since these trees are on the right of way, it is the City's responsibility.

Board Liaison Goins spoke about how DOT will be at the September Diamond Square CRA meeting to discuss the road work. For 30 minutes after the meeting there will be a district update regarding some of the projects going on, similar to a town hall but shorter. He further stated that the pedestrian crossing will upset people as it is going to bring a lot more changes, but it will be safer for people.

Agency Member Isom asked if it is true that Diamond Square does not own property, Director Neuterman responded that we do not. There is a lot owned by the City and any RFPs for it will be brought to the board for input before going to the public.

Agency Member Brown asked if we could get notices to the churches regarding when meetings will be as they should know about the crossing information that will be brought up at September's meeting. Director Neuterman responded that we can mail post cards to all the churches. Staff will work with the Director of Economic Development and Communications on flyers that will be directed to the churches and community for that meeting.

VIII. **Next Meeting Date**:

The next regularly scheduled meeting of the **Diamond Square Community Redevelopment Agency** will be on **Monday, September 21st,** at **6:00 pm** at the Dr. Joe Lee Smith Center unless a business need arises earlier.

IX. **Adjournment**

***MOTION by Agency Member BROWN; to adjourn; SECONDED by Agency Member ROBINSON.**

AYES: MQUEEN, SMITH, MOORE, BROWN, ROBINSON, ISOM

MOTION PASSED UNANIMOUSLY (6-0)

THE MEETING WAS ADJOURNED at 6:49 PM

_____
Crystal McQueen, Chairperson

Respectfully Submitted by:

_____

Peyton Fink, Recording Secretary

DIAMOND SQUARE CRA AGENDA ITEM

Memo Date:	08/10/2026
Agenda Date:	9/21/2026
Prepared By:	Peyton Fink, Redevelopment Coordinator
Through:	Charlene Neuterman, Community Services Director
Requested Action:	Agency approval of the FY 2027 Contract for Alliance for Neighborhood Restoration (ANR)

BACKGROUND:

Similar to the budget for FY 2026, the budget for FY 2027 in regard to the Contract for the Alliance for Neighborhood Restoration (ANR) is $45,000 for the year, which is equivalent to $3,750 a month. Staff are confident that the contract is effective and that the streamlined reporting will allow for better accountability to auditors and to the Agency Board. Staff is requesting the agency members approve the FY2027 Contract for Alliance for Neighborhood Restoration (ANR).

Scope of Service:

1. Development of Community Policing Innovations: Additional community policing innovations may include projects or initiatives that focus on school safety, child abuse intervention, domestic and gun violence, and drugs.
2. Workforce and Career Readiness Training: Initiatives that educate and train individuals to meet the needs of current and future business and industry in order to maintain a sustainable, competitive economic environment.
3. Mentoring and Youth Leadership Development. Initiatives that focus on mentoring youth and building leadership skills for all program participants.

The Alliance will perform these services on behalf of the CRA with respect to matters relating to or affecting the Diamond Square Redevelopment Plan. All services funded by this Professional Services Agreement shall be for Diamond Square CRA residents ONLY.

Staff is requesting Agency approval of the FY 2027 Contract for Alliance for Neighborhood Restoration (ANR)

PRIORITY AREA CONNECTION:

Economic and Community Development
Community Outreach and Engagement

BUDGETARY IMPACT:

Budgeted for FY 2027, $45,000 a year.

PREVIOUS ACTION:

The agency approves the ANR agreement annually.

RECOMMENDED MOTION:
Agency approval of the FY 2027 Contract for Alliance for Neighborhood Restoration (ANR)

AMENDMENT # 1 – DIAMOND SQUARE INITIATIVE PROJECT

THIS AMENDED AGREEMENT is made this ____ day of_____, 2026, by and between the **City of Cocoa Diamond Square Community Redevelopment Agency,** a Florida Community Redevelopment Agency formed pursuant to Section 163.330 **et seq**. Florida Statutes, whose address is 65 Stone Street, Cocoa, Florida (hereinafter referred to as the CRA) and the **Alliance for Neighborhood Restoration** (hereinafter referred to as the Alliance) whose address is Post Office Box 727, Cocoa, FL 32923.

The CRA intends to enter into a Professional Services Agreement with the Alliance for the provision of services by the Alliance and the reimbursement for those services by CRA as set forth below.

I. SCOPE OF SERVICES

The Alliance will perform the following services on behalf of the CRA with respect to matters relating to or affecting the Diamond Square Redevelopment Plan. **All services funded by this Professional Services Agreement shall be located in the Diamond Square CRA**. Responsibilities include, but are not limited to:

a) Development of Community Policing Innovations: Additional community policing innovations may include projects or initiatives that focus on school safety, child abuse intervention, domestic and gun violence, and drugs.
b) Workforce and Career Readiness Training: Initiatives that educate and train individuals to meet the needs of current and future business and industry in order to maintain a sustainable competitive economic environment.
c) Mentoring and Youth Leadership Development. Initiatives that focus on mentoring youth and building leadership skills for all program participants.

II. SPECIFIC GOALS OF THIS PROGRAM

Reverse the spiraling decline of the neighborhood caused by drug use and crime, and provide for the public health, safety, morals and welfare of the community.

a) Plan and implement Out-of-School Time (OST) programs for the Cocoa Police Athletic League (PAL) Center/Moore Center located at 307 Blake Avenue, for a minimum of **5** youth during the school year, and a minimum of **10** youth for four weeks during the summer.
b) Plan and implement a four-week Summer Career Readiness Program and on-the-job training program for a minimum of **12** Diamond Square youth in Phase 1 and a minimum of **6** in Phase 2 on-the-job trainees.
c) Coordinate a Youth Leadership Summit to provide opportunities to connect area youth with college-aged mentors.
d) Coordinate Crime Prevention Activities for Youth that help build character, develop leadership skills, and build a positive rapport with law enforcement.
e) Coordinate and sponsor a PAL **Sports/Athletic** Programs (such as basketball) for area youth, targeting a minimum of 20 Diamond Square Youth between the ages of 8-14. **During the programs, conduct a session with Cocoa Police Department about bridging the gap between law enforcement and the youth.**

III. THE PAL AFTER SCHOOL/SUMMER ACADEMY PROGRAM MODEL

a) This program serves as a Program Service Delivery Model that provides a range of services and supportive programs:
   i. Educational
   ii. Cultural
   iii. Recreational
   iv. Health
   v. Justice-related programming

b) The goal is as follows:
   i. Promote skill building and mastery through Out of School Time programming.
   j. Promote literacy learning, visual/performing arts and physical education.
   k. Promote programs that increase self-esteem and improve positive engagement.

IV. WORKFORCE READINESS MODEL

a) This program serves as a catalyst to expose youth to the world of work through job shadowing, summer employment, technology workshops and other hands-on opportunities.

b) The goals are as follows:
   i. To enhance the employment opportunities of under-served youth by providing career exploration, training, and development of social skills through partnering with public and private organizations to create models of success and improve the overall health of the community.
   ii. Upon completion of the full year (2026-2027) of leadership training coupled with a volunteer requirement, youth will participate in an on-the-job training component in the 2027 PAL Summer Academy and other partnering organizations.
   iii. Assist in the design and implementation of the Summer Academy Program, providing an opportunity for both children and teens to interact in a camp-like setting. As counselors, they will develop skills in mentoring, problem solving and conflict resolution.
   iv. Plan, coordinate and host Life Skills and Job Readiness Workshop to help employers develop talent pipelines by implementing comprehensive strategies and tools that promote self-sufficiency and workforce development to help potential employees to be better equipped and prepared for workforce success.

V. REPORTING REQUIREMENTS

a) The preparation and submission of twelve (12) monthly reports detailing the specific efforts regarding the above referenced services. The Monthly Report (Exhibit A) will provide the status of all services. This report is to be submitted for review by the Community Services Director and/or their designee no later than ten (10) days after the end of each month. The Community Services Director must approve the form of each Monthly Report prior to any disbursement of funds being authorized by the CRA.
    i. At a minimum, the Monthly Report shall include:
        1. **Job locations and hours worked**
        2. Monthly Activity Report (template to be provided)
        3. Attendance Reports (Exhibit A-1)
        4. Monthly Deliverables as outlined in the 2026-2027 Program Deliverables Provided (Exhibit B)

b) In the event any Program level is not accomplished as detailed above, a Corrective Action Report will be submitted to the Community Services Director and/or their designee at the time of the specific Monthly Report. The Corrective Action Report must detail the actions to be taken to correct the cited deficiency within the next month or another month.

c) The preparation and submission of an Annual Report detailing the specific efforts regarding the above referenced services. The Annual Report will provide the status and performance measurements of all services as detailed above. This report is to be submitted for review by the Community Services Director and/or their designee no later than ten days after the end of the fiscal year.

d) Upon the request of the CRA, a representative of the Alliance shall present the report(s) to the Board.

e) The Alliance shall provide evidence of its current non-profit corporate status prior to any disbursement of funds being authorized by the CRA, to include its most recent IRS Form 990 filing, as well as their Annual Audit Report.

f) The following items must be submitted by the Alliance prior to any disbursement of funds being authorized by the CRA:
    i. Operational Budget
    ii. Copy of Assessment Pre and Post tests
    iii. A detailed summary of the curriculum that describes the above-mentioned goals, outcomes and deliverables.
    iv. Monthly schedule of Diamond Square Grant Initiatives Program
    v. A copy of intake materials – names/addresses/ages of participants
    vi. A copy of the number of attendees at each program activity. Actual sign-in sheets may be required.

VI. COMPENSATION AND METHOD OF PAYMENT

a) For the period of October 1, 2026, through September 30, 2027, the CRA shall reimburse the Alliance for performing services specified in the Scope of Work in the amount of 12 monthly payments, not to exceed the annual maximum amount of Forty-Five Thousand Dollars and no cents ($45,000.00). Funds will be paid after the submission and approval of the Monthly Report.

Payment schedule is as follows:

- Monthly: $3,750 X (12)

Total: $45,000

VII. ADDITIONAL SERVICES

a) The undertaking by the Alliance to perform services defined within this Services Agreement is only for those services specifically described herein. Upon the request of the CRA, the Alliance may agree to perform additional services. The CRA shall pay the Alliance for the performance of such additional services at an amount to be separately negotiated.

VIII. TERMINATION

a) Either party upon a thirty (30) day written notice to the other party may terminate this Services Agreement with or without cause.

IX. PERSONS BOUND BY SERVICES AGREEMENT

a) The persons bound by this Services Agreement are the Alliance and the CRA and their partners, successors, heirs, executors, administrators and other legal representatives.
b) This Services Agreement and any interest associated with this Services Agreement may not be assigned, sublet or transferred by either party without the prior written consent of the other or transferred by either party without the prior written consent of the other party.
c) Nothing herein shall be construed to give any rights or benefits arising from this Services Agreement to anyone other than the Alliance and the CRA.

X. MISCELLANEOUS PROVISIONS

a) Time is of the Essence
    i. Time is of the essence of this Services Agreement, and the parties agree to cooperate with each other in performing their respective obligations under this Services Agreement.
b) Independent Contractor
    i. Alliance and all employees of the Alliance shall be considered an Independent Contractor under this Services Agreement and not an employee or agent of the CRA.
c) Governing Law
    i. This Services Agreement shall be construed and enforced in accordance with the laws of the State of Florida. The parties further agree that, in any dispute between those relating to this Services Agreement, exclusive jurisdiction for state court actions shall be the trial courts located in Brevard County, Florida and for Federal actions in the district court located in Orlando, Florida. Any obligation as to jurisdiction or venue in such courts is hereby expressly waived.
d) Amendments

i. This Services Agreement shall not be modified or amended except by written agreement duly executed by the parties hereto and approved by the CRA.

e) Entire Services Agreement
   i. This Services Agreement supersedes any other agreement, oral or written and contains the entire agreement between the parties as to the subject matter hereof.

f) Severability
   i. If any provisions of this Service Agreement shall be held to be invalid or unenforceable to any extent by a court of competent jurisdiction, the same shall not, affect in any respect the validity or enforceability of the remainder of this Services Agreement.

g) Effective Date
   i. This Services Agreement shall become effective on the date it is executed by both parties and shall continue until September 30, 2027, with an opportunity to renew at the discretion of the CRA.

h) Attorney Fees
   i. Should any dispute or legal action arise out of this Services Agreement or the obligations stated herein, or any dispute or action is based upon this Services Agreement or any of its provisions, the prevailing party shall be entitled to recover its reasonable attorney fees, expenses and costs incurred in connection with such a dispute or action, including without limitations, its attorney fees and costs through all administrative, pre-trial, post judgment, and appellate proceedings.

i) Insurance – The Alliance, at its own expense, shall keep in force and always maintain during the term of this Services Agreement:
   i. General Liability Insurance: General Liability Insurance issued by the responsible insurance companies and in a form acceptable to the City, with combined single limits of not less than One Million Dollars ($1,000,000.00), for Bodily Injury and Property Damage per occurrence.
   ii. Automobile Liability Insurance – Automobile Liability coverage shall be in the minimum amount of One Million Dollars ($1,000,000.00) combined single limits for Bodily Injury and Property Damage per accident.
   iii. Workers' Compensation Coverage: Full and complete Workers' Compensation Coverage, as required by State of Florida law, shall be provided.
   iv. Insurance Certificates: The Contractor shall provide the City with Certificate(s) of Insurance on all policies of insurance and renewals thereof in a form(s) acceptable to the City. Said Liability Policies shall provide that the City be an additional insured. The City shall be notified in writing of any reduction, cancellation or substantial change of policy or policies at least thirty (30) days prior to effective date of said action. All insurance policies shall be issued by reasonable companies who are licensed and authorized under the laws of the State of Florida.

j) Notices

i. Unless otherwise stated herein, all notices to the parties of this Service Agreement shall be in writing, certified mail return receipt requested, at the addresses listed in this Agreement.

IN WITNESS WHEREOF the CRA and the Alliance have executed this Services Agreement the day and year indicated below:

CITY OF COCOA
DIAMOND SQUARE
REDEVELOPMENT AGENCY
65 STONE STREET
COCOA, FL 32922

By: _____
Its: City Manager
Date: _____

ALLIANCE FOR NEIGHBORHOOD
RESTORATION
POST OFFICE BOX 727
COCOA, FL 32922

By: _____
Its: Executive Director
Date: _____

Diamond Square Community Redevelopment Agency
Diamond Square Program Initiative
Monthly Progress Report Form

Grant Program Title: Diamond Square Program Initiative

Grantee Organization: Alliance for Neighborhood Restoration

Grant Period: October 1, 2026 – September 30, 2027

Date of Report:

Prepared by:

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1. Introduction

This report outlines the tasks and deliverables identified in the work plan for the Diamond Square Program Initiative. The purpose of this report is to provide a comprehensive overview of the progress made, ensure accountability, and highlight any adjustments or deviations from the original plan.

2. Objectives of the Program Initiative

- **Objective 1:** Development of Community Policing Initiatives
- **Objective 2:** Workforce Readiness Training
- **Objective 3:** Mentoring and Youth Leadership Development

3. Tasks and Deliverables

3.1 Task 1: After-School Program

Description:

- Programs located in Diamond Square CRA to support after school learning opportunities.

Deliverables:

1. **Deliverable 1.1:** [Description of Deliverable 1.1, e.g., completion of a report, development of a tool] *What activity did you complete this month?*
2. **Deliverable 1.2:** [Description of Deliverable 1.2] *What activity did you complete this month?*

Status:

- [Current status of Task 1, e.g., Completed, In Progress, Not Started]
- **Details:** [Brief explanation of progress, challenges, and next steps]

Responsible Parties:

- [Name/Title of individual or team responsible]

3.2 Task 2: Diamond Square Community Career Readiness Program

Description:

- On the job training program for youth during a four-week summer period to include guest speakers, work experiences, etc.

Deliverables:

1. **Deliverable 2.1:** [Description of Deliverable 2.1]
2. **Deliverable 2.2:** [Description of Deliverable 2.2]

Status:

- [Current status of Task 2]
- **Details:** [Brief explanation of progress, challenges, and next steps]

Responsible Parties:

- [Name/Title of individual or team responsible]

3.3 Task 3: Youth Employment Training Program (Phases 1-3)

Description:

- Youth Employment Training Program to incorporate Phases 1 through 3 to develop job skills and experiences for the youth in the program. This program serves as a catalyst to expose youth to the world of work through summer employment, workshops and hands-on experiences.

Deliverables:

1. **Deliverable 3.1:** [Description of Deliverable 3.1]
2. **Deliverable 3.2:** [Description of Deliverable 3.2]

Status:

- [Current status of Task 3]
- **Details:** [Brief explanation of progress, challenges, and next steps]

Responsible Parties:

- [Name/Title of individual or team responsible]

Diamond Square Community Redevelopment Agency
Diamond Square Program Initiative
Monthly Progress Report Form

Contact Information:

- [Your Name/Title]
- [Phone Number]
- [Email Address]

Attachments:

1. [List any attachments, e.g., attendance reports, agendas, curriculum]

Diamond Square Community Redevelopment Agency
Diamond Square Program Initiative
Monthly Progress Report Form

Expenditure Report Form – Reimbursement Request

Diamond Square Program Initiative

FY2027 (October 1, 2026 – September 30, 2027)

Date of Report: **(Due by the 10th of each month)**

1. Introduction

This expenditure report provides an update on the status of the Diamond Square Program Initiative, detailing the staff involved, hours worked, funds expended, and the percentage of program completion.

2. Staff Working

Staff Member	Role/Title	Hours Worked	Total Cost
[Name 1]	[Role 1]	[Number]	[Cost]
[Name 2]	[Role 2]	[Number]	[Cost]
[Name 3]	[Role 3]	[Number]	[Cost]
Total		**[Total Hours]**	**[Total Cost]**

3. Funds Expended Monthly

Expense Category	Actual Expenditure
Personnel Costs	[Actual Amount]
Materials	[Actual Amount]
Other	[Actual Amount]
Total	**[Total Actual]**

Diamond Square Community Redevelopment Agency
Diamond Square Program Initiative
Monthly Progress Report Form

4. Budget Overview

Allocated Budget: $45,000.00

Amount of Request: [Request for month]

Expenditures to Date: [Amount spent so far]

Remaining Budget: [Remaining balance]

Signature of person completing the report_____ Date_____

Name of person completing the report_____

LETTER OF INTENT

To Continue the Service Agreement and Grant Support for Diamond Square Youth & Resident Programs

June 1, 2026

Diamond Square Redevelopment Agency
City of Cocoa
65 Stone Street
Cocoa, FL 32922

Dear Community Services Director and Members of the Diamond Square Redevelopment Agency Board,

On behalf of the **Alliance for Neighborhood Restoration of Brevard, Inc.**, this Letter of Intent confirms our desire to continue our service agreement with the Diamond Square Redevelopment Agency and to request ongoing grant support for programs that directly benefit **Diamond Square youth, families, and residents**.

Our organization remains committed to delivering high-quality, community-centered services that strengthen youth development, expand resident engagement, and support the long-term revitalization goals of the Diamond Square community. Continued partnership with the Agency is essential to sustaining these efforts and expanding opportunities for local families.

Program Priorities for FY 2026–2027

Youth Employment Training

We will continue to provide structured workforce readiness and employment training for youth ages 14–18, including:

- Job skills and workplace readiness
- Resume development and interview preparation

- Professional communication and etiquette
- Support for job placement with local employers

This program equips young people with the confidence and skills needed to enter the workforce and contribute to the economic growth of the Diamond Square area.

Youth Leadership Development

Our leadership curriculum will continue to build:

- Civic awareness and community responsibility
- Public speaking and advocacy skills
- Peer mentoring and youth-led service projects
- Opportunities for youth to participate in community decision-making

These experiences prepare youth to become informed, engaged, and empowered leaders.

Environmental Justice Programs & Projects (FY 26–27 Focus)

In alignment with community priorities and national EJ initiatives, the Alliance will expand programming to include:

- Youth-led environmental justice education
- Neighborhood beautification and clean-up projects
- Urban greening, sustainability, and resilience activities
- Workshops on environmental health and climate impacts

These initiatives help youth understand environmental equity issues while actively improving the Diamond Square neighborhood.

Resident Engagement & PAL Outreach Support

Grant funding will also support expanded outreach to increase resident participation in:

- **Cocoa Police Athletic League (PAL) programs**
- **Cops and Kids Summer Camp**
- Community safety, wellness, and enrichment activities

These efforts strengthen trust, build positive youth-police relationships, and ensure that Diamond Square families have access to safe, structured, and supportive programs.

Commitment to Collaboration

The Alliance for Neighborhood Restoration values its strong partnership with the Diamond Square Redevelopment Agency. We remain committed to:

- Transparent program administration
- High-quality service delivery
- Inclusive community engagement
- Leveraging additional partnerships and funding to expand impact

We look forward to continuing this collaboration and advancing shared goals for youth empowerment, resident engagement, and neighborhood revitalization.

Please let us know if additional documentation, reporting, or program detail is needed to finalize the continuation of this agreement and grant support.

Sincerely,
Delores McLaughlin
CEO/Executive Director
Alliance for Neighborhood Restoration of Brevard, Inc.
Cocoa, Florida