MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
SPECIAL MEETING
November 27, 2017

A Special Meeting of the Diamond Square Redevelopment Agency Board was held on November 27, 2017 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairwoman Moore called the meeting to order at 7:00 pm.

ROLL CALL:

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

PRESENT:

Tracy Moore	Chairperson
Delores Martin	Vice Chairperson
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
Torri Edwards	Recording Secretary

ABSENT:

Edward Jones	Agency member

STAFF PRESENT:

Karen D. Hamilton, Community Services Director**, Samia Singleton,** Redevelopment Specialist, and **Larry Lallo, CEcD, EDFP,** Economic Development Manager.

Chairperson Moore 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: Special Meeting of November 27, 2017

* **MOTION by Vice Chairperson Martin; SECONDED by Agency member Collins to approve the agenda for the Special Meeting of November 27, 2017.**

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

MOTION CARRIED (6-0)

MINUTES: Minutes of the Special Meeting of October 30, 2017

* **MOTION by Vice Chairperson Martin; SECONDED by Agency member Collins to approve the minutes with corrections of the special meeting of October 30, 2017.**

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

MOTION CARRIED (6-0)

III. DELEGATIONS:

IV. PRESENTATIONS:

V. ACTION ITEMS:

1. Alliance for Neighborhood Restoration-FY 2018 Services Agreement:

Ms. Singleton apologized to the board for the short notice on the documentation for the ANR FY 2018 Service Agreement. The agreement is open for revisions from the board. The staff is requesting authorization to execute the mutually approved service agreement.

Chairperson Moore stated the agreement is representative of past support agreements with ANR.

Ms. Singleton stated the service agreement proposal is a combination of discussions with Delores McLaughlin, the Diamond Square Redevelopment Plan, and the CRA legislation. The service agreement is focused on the Work Readiness Program to create the greatest impact in the CRA area cause of the importance of workforce development to economic development and redevelopment.

Chairperson Moore inquired if the Workforce Readiness program will be the umbrella of the service agreement.

Ms. Singleton stated the CRA will be implementing the Workforce Readiness Program in the Diamond Square area under the contract agreement with ANR.

Chairperson Moore noted the annual Community Resource Fair, festivals, and National Night Out are not included in the contract with ANR. She stated these events bring outside sources into the community, enhances work force skills, and decreases crime in the area.

Ms. Singleton explained the agreement was created based on the anticipated legislation which prohibits any events, festivals, parades, and social services. The staff discussed these guidelines with Delores McLaughlin. **Ms. Singleton** state that National Night Out is included in ANR's agreement with the Cocoa Police Department.

Ms. McLaughlin stated ANR's partnership with the Cocoa Police Department is a city wide agreement.

Vice Chairperson Martin noted that National Night Out event meets Goal IV in the Diamond Square agreement by providing a safe environment for people to gather and discuss crime prevention.

Ms. Singleton noted the service agreement was anticipating the future legislation that eliminates events financed by CRA funds. She added the agreement is open for revision and staff may find a way to incorporate these events.

Ms. Hamilton stated the service agreement is a starting point to open discussion to learn more about the board's expectations for the proposed agreement.

Chairperson Moore stated the ANR agreement is close to being finalized. She inquired how to incorporate resource events and remain in the legislation guidelines.

Mr. Colombo stated HB 17 will pass and staff is preparing for those changes. He also noted if events are not in the plan then they are off limits without a reasonable interpretation. Mr. Colombo stated legislation will require a measure of performance indicating a service that was provided and how much was paid for that service.

Mr. Lallo discussed a document from the Florida Legislatures Office of Program Policy Analysis and Government Accountability regarding a review of CRA's. He will distribute a copy to the board.

Chairperson Moore stated the goals and objectives of a CRA were to create equal opportunity for residents of hub zones. She stated that ANR represents these goals by engaging family involvement in the community and providing skill building resources. **Chairperson Moore** noted that the CRA has partnerships with other non-profit agencies in the city that promote skill building activities. She noted that ANR needs to be informed of the reporting requirements in the agreement.

Ms. Singleton explained the expenditure revenue report form. She explained that the monthly expenditure revenue form can be modified as needed.

Ms. Hamilton suggested having a workshop to discuss other areas to use the CRA funding for FY 19.

Chairperson Moore requested the dates of the Compensation and Method of Payment #3 be corrected to 2017-2018.

Mr. Whipple inquired if there is a monthly payment schedule for ANR. **Ms. Singleton** stated ANR will received payment after the monthly report is submitted. **Mr. Whipple** inquired about Ms. McLaughlin's thoughts on the agreement. **Ms. McLaughlin** stated the plan follows practices already in place. She agrees with submitting the monthly reporting stated in the agreement.

Ms. Singleton stated the proposed legislation does not support social services and salaries. **Ms. Hamilton** noted salaries for contractors that provides training through work force seminars and community leadership are permitted under CRA guidelines. She recommends meeting with Ms. McLaughlin this week to modify the agreement.

Ms. Collins stated she made a visit to ANR and the facility needs more computers to eliminate the wait time for the children.

Chairperson Moore discussed the list of requirements for ANR's agreement.

Vice Chairperson Martin noted that ANR's monthly payments are behind schedule due to the service agreement proposal. **Ms. Singleton** stated that payments will be retroactive.

* **MOTION by Agency member Collins; SECONDED by Agency member Thomas to approve the Alliance for Neighborhood Restoration (ANR) Proposal and authorize the execution of the FY 2018 Service Agreement with ANR for services to residents of the Diamond Square Community Redevelopment Area.**

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

MOTION CARRIED (6-0)

2. Cancel December 18 Meeting:

Ms. Singleton requested the board approve canceling the December 18, 2017 meeting due to the holiday and schedule a special meeting on January 29, 2018.

* **MOTION by Agency member Collins; SECONDED by Vice Chairperson Martin to cancel December 18, 2017 meeting and schedule a special meeting on January 29, 2018.**

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

MOTION CARRIED (6-0)

VI. UPDATES AND STAFF REPORTS:

1. Stone Street Streetscape Project Update (verbal update):

Ms. Singleton informed the board that the proposals for the Stone Street Streetscape Project have been received and staff chose a bidder. There are budgetary issues to resolve before recommending the bidder to the City Council. The construction is scheduled to start in January 2018 and be completed by September 2018.

Ms. Thomas stated The Family Dollar Store on Highway 520 has graffiti on the building. **Ms. Singleton** stated she will speak to Code Enforcement regarding this issue.

2. Fiske Corridor Study (verbal update):

Ms. Singleton stated the UCF Urban Planning graduates are conducting a Fiske Blvd. Corridor Study. The students held a community meeting on November 6, 2017 to gather community input on the Fiske corridor.

3. Community Garden (verbal update):

Ms. Singleton stated that staff met with Police Chief Cantaloupe and he is very supportive of Diamond Square taking over the garden. Staff will be drafting a resolution and MOU for the City Council's approval.

4. Rosa L. Jones Bus Stop Bench (verbal update):

Ms. Singleton reported the City does not have any spare benches for the bus stop. She stated the City purchases benches and trash cans as needed for a uniform look throughout the City. The benches cost $1000.00 and the trash cans cost $1,500.00. **Ms. Singleton** suggested adding the benches to the Diamond Square budget for FY 2019. **Chairperson Moore** recommended exploring grant opportunities to fund the benches. **Ms. Singleton** will inquire if it is possible for Public Works Department to relocate an existing bench to the Rosa L. Jones bus stop.

5. Dr. Joe Lee Smith Center (verbal update):

Ms. Singleton reported the City received two (2) designs from RZK Architects for the new Dr. Joe Lee Smith Center. The staff is looking at alternate sites for the center. **Councilman Whipple, Jr.** stated there are illegal activities taking place at Provost Park and building the new Dr. Joe Lee Smith Center there will improve the park. He requested that the City Manager schedule a community meeting to discuss this idea. **Councilman Whipple, Jr.** requested the UCF students include Provost Park in the Fiske Corridor study.

Ms. Thomas inquired about the plans for the Community Action Team building at Provost Park. **Councilman Whipple, Jr.** stated the building is owned by the City but is leased to Brevard County. **Chairperson Moore** suggested using markers or create a path for a historical walking tour to connect the park and the museum.

Councilman Whipple, Jr. suggested the Diamond Square regular meeting start time be changed from 7 p.m. to 6 p.m.

* **MOTION by Vice Chairperson Martin; SECONDED by Agency member Thomas to change regular meeting start time from 7 p.m. to 6 p.m.**

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

MOTION CARRIED (6-0)

VII. NEXT MEETING DATE:

The next meeting of the Diamond Square Redevelopment Agency will be a Special Meeting at 6 p.m. on Monday, January 29, 2018 at City Hall, 65 Stone Street.

IX. ADJOURNMENT:

* **MOTION by Vice Chairperson Martin; SECONDED by Agency member Collins to adjourn the Special Meeting of November 27, 2017.**

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

MOTION CARRIED (6-0)

MEETING WAS ADJOURNED AT 8:51 p.m.

Tracy Moore

Tracy Moore, Chairperson

Respectfully Submitted,

Torri Edwards

Torri Edwards, Recording Secretary