DIAMOND SQUARE
REDEVELOPMENT AGENCY

Tracy Moore
Chairperson

Delores Martin
Vice Chairperson

Ed Jones
Board Member

Adrian Moss-Beasley
Board Member

Jewel Collins
Board Member

Larry Robinson
Board Member

Sylvia Thomas
Board Member

SPECIAL MEETING AGENDA

DATE: Monday, October 30, 2017
TIME: 7:00 p.m.

Location: Cocoa City Hall, Council Chambers
65 Stone Street

I. **CALL TO ORDER**
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE

II. **APPROVAL OF AGENDA**
AGENDA: Special Meeting of October 30, 2017
MINUTES: Regular Meeting of September 18, 2017

III. **DELEGATIONS**

IV. **PRESENTATIONS**

V. **ACTION ITEMS**
1. Community Garden

VI. **UPDATES AND STAFF REPORTS**
1. Stone Street Streetscape Project Update
2. FRA Annual Conference (verbal update)
3. Presentation of plaque to Ruby Jenkins (verbal update)
4. Fiske Corridor Study (verbal update)
5. Future of CRAs (verbal update)
6. Hurricane Damage Assessment (verbal update)
7. Request for Proposals (verbal update)

VII. **NEXT MEETING DATE**
The next meeting of the Diamond Square Redevelopment Agency will be a Regular meeting at 7:00 p.m. on Monday, November 20, 2017. The meeting will be held in the Council Chambers at Cocoa City Hall located at 65 Stone Street.

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.

MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
REGULAR MEETING
September 18, 2017, 2017

A Regular Meeting of the Diamond Square Redevelopment Agency Board was held on September 18, 2017, 2017, 2017 at City Hall, 65 Stone Street, Cocoa, FL, as publicly noticed.

I. CALL TO ORDER:

Chairwoman Moore called the meeting to order at 7:09 p.m.

ROLL CALL:

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

PRESENT:

Delores Martin	Vice Chairwoman
Larry Robinson	Agency member
Edward Jones	Agency member
Sylvia Thomas	Agency member
Clarence Whipple, Jr.	Council Liaison
Torri Edwards	Recording Secretary

ABSENT:

Tracy Moore	Chairwoman
Adrian Moss-Beasley	Agency member
Jewel Collins	Agency member

STAFF PRESENT:

Karen D. Hamilton, Community Services Director, **Larry Lallo, CEcD EDFP**, Economic Development Manager, **Samia Singleton**, Redevelopment Specialist and **John Titkanich, AICP, ICMA-CM** City Manager.

Agency member Thomas 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: Regular Meeting of September 18, 2017

* **Approval of agenda for regular meeting of September 18, 2017 by Vice Chairwoman Martin.**

AYES: Martin, Robinson, Jones, Thomas

MOTION CARRIED UNANIMOUSLY (4-0)

MINUTES: Minutes of the Regular Meeting of August 21, 2017

* **Approval of the minutes of the regular meeting of July 17, 2017 by Vice Chairwoman Martin.**

AYES: Martin, Robinson, Jones, Thomas

MOTION CARRIED UNANIMOUSLY (4-0)

III. DELEGATIONS:

NONE

IV. PRESENTATIONS:

1. ANR Annual Report Presentation:

Delores McLaughlin, Executive Director for the Alliance for Neighborhood Restoration, opened the presentation with a video showing highlights of the past year. **Ms. McLaughlin** thanked Sonja Mitchell for the pictures and video. **Ms. McLaughlin** stated the program is run with very few volunteers and one staff member besides herself. **Ms. McLaughlin** acknowledged Larry Brown as the number one volunteer.

Ms. McLaughlin discussed two new programs this year. In conjunction with the Second Harvest Food Bank, after school and summer meals were provided to the children this year. Also new this year, was the financial literacy program for youth and adults, which reached 46 youth and parents through 8 workshops.

Ms. McLaughlin discussed several programs listed in the annual report packet. PAL after school program had 15-20 youth consistently attending. National Night Out was canceled due to Hurricane Matthew. Resource Fair received help from 25 agencies which included

giving free flu shots. Juneteenth Festival was smaller this year; proceeds support the Youth Employment Training Program. PAL Cops and Kids Academy had 27 participates this year and included several field trips and meals. Youth Employment Training counted 14 participates. Youth Leadership program toured City Hall and met with Ms. Senger and Councilwoman Warner. Youth Directors Council participate in the Community Garden, Trash Bash, and all other ARN events and activities. Cocoa PAL serves more than Cocoa residents and runs from October to February and March to July. Community Garden needs more community involvement and resources to strive. **Ms. McLaughlin** suggests a round table discussion regarding ways to improve and care for the gardens. **Ms. McLaughlin** stated 47 youth attended the Annual Awards.

Vice Chairwoman Martin opened the discussion to the Board for any questions.

Agency member Thomas commended **Ms. McLaughlin**, Sonja Mitchell, Larry Brown, and team on a job well done. She attended the event at St Paul, stated it was very nice and agrees with having a round table discussion regarding the Community Gardens.

Vice Chairwoman Martin inquired whether **Ms. McLaughlin** received suggestions on how to improve the Community Gardens. **Ms. McLaughlin** stated collaborating with the city to maintain the gardens is needed.

Vice Chairwoman Martin commended ANR for a job well done providing for the children.

2. Cocoa Housing Authority Update:

Shauna Ginn, Cocoa Housing Authority Director, stated they are currently rehabbing 144 apartments. Forty apartments occurred minor roof leaks from the recent storm. Haddie Fisher is now the Residents' Service Manager. She will be starting programs with the elderly and disabled residents.

V. NEW BUSINESS:

1. Budget Transfer-Professional Services, Promotional Activities, Operating Supplies:

Ms. Singleton requested a budget transfer of $209 from the Other Grants and Aids Account (111-3230-559.83-00) to the Professional Services (111-3230-559.31-00), Promotional Activities (111-3230-559.48-00), and Operating Supplies (111-3230-559.52-00) Accounts to resolve the negative balances in the accounts.

* **MOTION by Agency member Robinson; SECONDED by Agency member Thomas to approve proposed budget transfer of $209 from the Other Grants and Aids Account to the Professional Services, Promotional Activates, and Operation Supplies Accounts.**

AYES: Martin, Robinson, Jones, Thomas

MOTION CARRIED UNANIMOUSLY (4-0)

VI. OLD BUSINESS:

NONE

VIII. AGENCY MEMBERS AND STAFF REPORT:

1. Stone Street Streetscape Project:

Ms. Singleton stated project is moving along great with receipt of the 100% of the plans. The pre-bid meeting is scheduled for September 22, 2017, bid opening and deadline are October 5, 2017. There are 2 pole relocations that should not delay the project. Construction set to begin in early fiscal year 2018.

2. FRA Annual Conference:

Ms. Singleton stated the agenda packets were handed out. Packets include hotel and conference reservation information, and directions to the event. All cost have been paid for by the city. Ms. Singleton request attending member save all receipts and give a brief report on the conference.

3. Presentation of plaque for Ruby Jenkins:

Ms. Singleton stated the plaque was ordered and received. She is hoping to present it to Ruby Jenkins at the city council meeting on October 10, 2017. All board members were encouraged to attend.

Council Liaison Whipple, Jr. stated the presentation will be in the beginning of the council meeting. He also encouraged board members to attend and represent the Diamond Square Board. The City council meeting starts at 6 pm.

Ms. Singleton stated a reminder will be sent out.

4. Dedication Ceremony for the Leon and Jewel Collins Museum of African American History & Culture at the Harry T. Moore Center:

Ms. Singleton stated event was held September 6, 2017 and the center is beautiful. **Mayor Parrish, Councilman Whipple, Jr., Chairperson Tracy Moore, Jewell Collins,** other city officials and staff, and many family and friends attended. The museum will be managed by the Florida Historical Society.

Council Liaison Whipple, Jr. added museum development stated in 2014 and was well worth the effort.

Mr. Titkanich added **Deputy Mayor Boivert**, **Councilwoman Blanco**, and **Councilwoman Warner** also attended the dedication ceremony.

5. Hurricane Damage Assessment:

Ms. Hamilton stated Hurricane damage assessment started Monday after the winds subsided. Code Enforcement and Building were paired in teams and sent to council districts for damage assessment block by block. Damage assessment teams noticed limited damage in the Diamond Square area. The most troubling was the flooding that required another visit on the following Thursday. Home owners were given FEMA contact information. Ms. Hamilton reported the retention pond worked well in keeping a home safe from flooding.

Mr. Titkanich added the water system is a big issue. During the storm, the city system went from pumping 60psi to 6psi. The water main break was found on North Indian River Dr. Dive teams were looking for breaks within 3and a half hours after the storm passed. Another break was found between Cape Canaveral Hospital and the relief bridge. Most water was restored by Thursday afternoon. Thirty-five water breaks were fixed. FPL is working on restoring power to 60 customers. Public Works and Utilities are heroes of the storm by clearing 250 sq mile utility system and having it up and running by Wednesday. **Mr. Titkanich** urged anyone that was not been assessed to call.

Mr. Titkanich estimates $3.4 million worth of damage in private property and $1.5 million in public property damage, not including utilities, from Hurricane Irma.

Mr. Titkanich directed the community to the City of Cocoa website for any question on the boil water alert. Expects the alert to be lifted in the next couple of days.

Mr. Titkanich stated debris collection has started. He advised debris should not be mixed with household items or it will not be picked up.

Mr. Titkanich stated building permit fees are being waived for hurricane damage.

Agency member Thomas expressed her concern for the big Oak trees in her neighborhood. She would like the trees cut down before another storm comes through.

Mr. Titkanich responded the city didn't plant the trees and doesn't remove trees just for the purpose of removing them. FPL will trim the trees from power lines.

Council Liaison Whipple, Jr. added he was approached about the same issue. The issue of removing the trees was previously addressed and found the same amount of people want the trees to stay.

Council Liaison Whipple, Jr. stated **Mr. Jones** is concerned the retention pond on S. Wilson is not holding the water. Pond is very low. **Ms. Hamilton** responded they visited the house next to the pond and spoke with Hope Jenkins.

Agency member Jones stated pond on S. Wilson is very low. **Mr. Titkanich** assured **Mr. Jones** the pond is working correctly. They are designed to drain into other areas and remain at low levels.

Agency member Jones stated he spoke to a gentleman that his home was flooded on Whaling and Bernard. **Council Liaison Whipple, Jr**. stated the pond was developed to eliminate flooding in that area. **Ms. Hamilton** added the address she visited was 425 Bernard St. with water outside, but not in the home. **Mr. Titkanich** requested **Mr. Jones** obtain the address and it will be given to **Ms. Hamilton** for damage assessment list.

6. Future of CRAs:

Mr. Titkanich shared there is a public records request regarding funding of any festivals or parades within the CRA.

Mr. Titkanich stated Brevard County Legislative Delegation has a meeting on September 20, 2017 to discuss the legislative priority list forwarded to the county.

Mr. Titkanich stated implementing the RFP process which includes increased reporting, enhanced accountability, transparence, required mandatory voluntary ethics training for CRA board members. The CRA's will need to follow the procurement requirements of the city and make any contracts open to all providers of the service.

7. Fiske Corridor Study:

Ms. Hamilton stated the city has a relationship with UCF's Masters of Urban and Regional Planning Program. The students will have a 2 semester long planning studio and a small portion will be in the Diamond Square CRA.

8. Regina Myra Homes:

Ms. Singleton stated there are 4 homes built by the city and for sale. Two homes are under contract, one has been sold, and one home left.

Vice Chairwoman Martin commends the city and employees on their quick action and quick restoration on getting water back on. **Council Liaison Whipple, Jr.** thanks **Mr. Titkanich** for a job well done taking care of the city with regards to the storm. **Council Liaison Whipple, Jr.** complements **Ms. McLaughlin, Ms. Mitchell, Larry Brown** and staff for what they do for the children and the City of Cocoa. **Vice Chairwoman Martin** thanks **Council Liaison Whipple, Jr.** for his hard work with the city. **Vice Chairwoman Martin** thanks **Ms. Singleton** for checking up on her after the storm.

IX. NEXT MEETING DATE:

The next meeting of the Diamond Square Redevelopment Agency will be a Regular Meeting to be held on Monday, October 16, 2017 at 7:00 p.m. at City Hall, 65 Stone Street.

X. ADJOURNMENT:

* **MOTION by Agency member Thomas; SECONDED by Agency member Jones to adjourn the Regular Meeting of September 18, 2017**

AYES: Martin, Jones, Robinson, Thomas

MOTION CARRIED UNANIMOUSLY (4-0)

MEETING WAS ADJOURNED AT 8:29 p.m.

_____

Tracy Moore, Chairwoman

Respectfully Submitted,

_____

Torri Edwards, Recording Secretary

DIAMOND SQUARE
REDEVELOPMENT AGENCY

AGENDA ITEM V-1
Community Garden

MEMO DATE:	October 23, 2017
AGENDA DATE:	October 30, 2017
PREPARED BY:	Samia Singleton, Redevelopment Specialist
REQUESTED ACTION:	Approve staff undertaking of a Diamond Square Community Redevelopment Agency (CRA) Community Garden initiative

SUMMARY

At the meetings on August 21, 2017 and September 18, 2017, Agency members expressed interest in resurrecting St. Mark's Community Garden, located at 1112 Peachtree St, a City-owned property within the Diamond Square area. The Community Garden is a Cocoa Police Athletic League Initiative, managed by Alliance for Neighborhood Restoration. The Community Garden has struggled to thrive due to an apparent lack of community involvement and resources.

Staff believes the Community Garden would be a viable Agency initiative with the assistance of staff and volunteers. A community garden is consistent with the Diamond Square CRA Redevelopment Plan goal to, "Establish parks, recreation, open space and beautification efforts to create an improved character for the Redevelopment area that will reflect a pleasant appealing atmosphere for working and residing in the area." Moreover, a community garden has the potential to bring no or low cost, fresh produce to food deserts. A deep-rooted issue within the Diamond Square area is the absence of grocery stores.

With Agency approval, staff wishes to proceed with one of two measures to give the Agency control of the property: transfer of management of the Community Garden from Cocoa PD to the Agency or a land-use agreement with the City. Contingent on gaining control of the Community Garden, staff would develop a sound, sustainable community garden model and begin the recruitment of volunteers through the Cocoa C.I.V.I.C. program.

BUDGETARY IMPACT

No budgetary impact.

REVIEWED

The City Manager, Community Services Director and Economic Development Manager have reviewed this agenda item.

City Manager

John A. Titkanich, Jr., AICP

Community Services Director

Karen D. Hamilton

Economic Development Manager

Larry J. Lallo, CEcD EDFP

REQUESTED MOTION

Approve staff undertaking of a Diamond Square Community Redevelopment Agency (CRA) Community Garden initiative.

DIAMOND SQUARE
REDEVELOPMENT AGENCY

AGENDA ITEM VI-1
Stone Street Streetscape Project Update

MEMO DATE:	October 20, 2017
AGENDA DATE:	October 30, 2017
PREPARED BY:	Samia Singleton, Redevelopment Specialist
REQUESTED ACTION:	Informational item

SUMMARY

In 2015, in an effort to promote revitalization and redevelopment of the Corridor, the Diamond Square Community Redevelopment Agency (CRA) and the City of Cocoa began the Stone Street Streetscape Project. The streetscape project is in accordance with the Redevelopment Plan goal to, "Create a safe efficient traffic circulation system that provides sufficient access by all modes of transportation between activity centers within the Redevelopment area and the balance of the community."

The Agency held a public meeting to develop the overall concept. Beginning west of the Florida East Coast (FEC) railroad tracks to east of Fiske Blvd., the streetscape improvements include sidewalks, street lights, landscaping and improvements to stormwater management. The project will be constructed in coordination with other City and private projects in the area, such as Wawa and Dunkin Donuts.

In August 2017, final engineering design and construction plans were completed and the City issued an RFP for construction. Bids were due October 5, 2017 and the City received five (5) responses: C & D Construction Inc., Cathcart Construction Company, Don Luchetti Construction Inc., Masci Corporation and DP Development of the Treasure Coast. Staff will recommend the lowest, most qualified bid of $2,083,696 to City Council. The lowest bid exceeds the amount budgeted for the project, requiring completion of a budget amendment prior to City Council approval. Construction is anticipated to begin in January 2018 with a total completion in September 2018.

BUDGETARY IMPACT

No budgetary impact.

REQUESTED MOTION

Informational item.