MINUTES
CITY OF COCOA
DIAMOND SQUARE REDEVELOPMENT AGENCY
REGULAR MEETING
June 20, 2016

The Regular Meeting of the Diamond Square Redevelopment Agency Board was held on Monday, June 20, 2016 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 p.m.

PRESENT:

Tracy Moore	Chairwoman
Delores Martin	Vice Chairwoman
Adrian Moss-Beasley	Agency member
Jewel Collins	Agency member
Larry Robinson	Agency member
Ruby Jenkins	Agency member
Michael Blake	Council Liaison
Monica Arsenault	Recording Secretary

ABSENT:

Edward Jones	Agency member (arrived 7:10 pm)
Joseph Colombo	Agency Counsel (excused)

STAFF PRESENT:

Susan McGrady, CRA Program Manager

Agency member Moss-Beasley 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 June 20, 2016

* **MOTION by Agency member Collins; SECONDED by Agency member Jenkins to approve the agenda for the Regular Meeting of June 20, 2016.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

MINUTES: Regular meeting of April 18, 2016

* **MOTION by Vice Chairwoman Martin; SECONDED by Agency member Collins to approve the minutes of the regular meeting of April 18, 2016.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

III. DELEGATIONS:

NONE

IV. PRESENTATIONS:

NONE

V. NEW BUSINESS:

1. Diamond Square Signage Design

Ms. McGrady presented a draft of the proposed Diamond Square signage for the Agency's review. In April 2016, the Agency entered into an Interlocal Agreement with the City of Cocoa and allocated $10,000.00 towards the design, construction, and placement of signage, as well as landscape beautifications. **Ms. McGrady** has been working with **Samantha Senger**, the City's Public Relations Specialist and the City's Public Works Department to create a design for the Diamond Square signage. The City would like to incorporate some of the same colors the City uses into the Diamond Square signage so as to identify with Cocoa but still maintain an identity of its own. **Ms. McGrady** asked that the Agency review the design and offer any design suggestions that they may have.

Chairwoman Moore inquired what the height and width measurements would be. **Ms. McGrady** shared that the signs would be double posted and would most likely be five (5) feet by seven (7) feet in size because the signs have to be tall enough to see underneath, and wide enough so it can be readable. The Diamond Square sign design was created with the intent that the signs will stand out from the City of Cocoa entry signs.

Chairwoman Moore suggested that the sign include the word "Community". **Council Liaison Blake** suggested that the sign read "Diamond Square Community" and underneath that add the words "Redevelopment Area."

Council Liaison Blake asked what year the Diamond Square CRA was established. **Ms. McGrady** answered that Diamond Square CRA was established in 1998. **Chairwoman Moore** made an additional suggestion to add "established in 1998" on the sign.

Agency member Robinson shared his thoughts on what he believed the word "Community" would bring to the Diamond Square signage and the effect it would have on the community there.

Chairwoman Moore inquired about gateway signs. **Ms. McGrady** explained that most of the major entryways in the Diamond Square Redevelopment Area are state roads and permitting the gateway signs would be a difficult and lengthy process. She also explained that since the smaller signs are less costly, more signs could be purchased. She is hopeful that up to four signs (4) could be purchased.

Council Liaison Blake asked **Ms. McGrady** if she would be able to present several different design options for the Diamond Square signage at the next Diamond Square CRA meeting. **Ms. McGrady** was not sure they would be ready in time for presentation by the next meeting but will provide updates.

Council Liaison Blake inquired about bold lettering on the sign. **Ms. McGrady** said she would find out if that was possible.

Chairwoman Moore made a suggestion to add the word "Historical" above Diamond Square Community.

Ms. McGrady and the Agency discussed the potential of having historical markers in the Diamond Square area in the future.

Ms. McGrady confirmed that the sign will have reflective lighting.

VI. OLD BUSINESS:

Chairwoman Moore mentioned the Peachtree Street Ribbon Cutting on July 8th at 11:30 am. A luncheon will follow at the Public Works Department facility.

Council Liaison Blake inquired if he could make a suggestion to the Agency in reference to the Stone Street streetscape phasing. He asked **Ms. McGrady** if she could share roughly how much money the Stone Street Streetscape Project would cost. **Ms. McGrady** stated that the Phase I design and engineering has been completed, and now the Phase II design and engineering contract has been signed. She will be attending a meeting on June 21, 2016 with a gentleman from Infrastructure Solution Services to get a cost estimate on Phase I. She stated that based on the cost estimate from Phase I they can extrapolate what Phase II will cost for a grand total. **Ms. McGrady** is hoping that Infrastructure Solutions Services will have a Phase I design, Phase II design, and Phase III construction of everything. It is expected that approximately $200,000.00 will be spent on Phases II and III. **Council Liaison Blake** suggested that the Agency ask the City to absorb the $200,000.00 and reinvest the money back into the community. He suggested using the money for Habitat for Humanity and building new homes, so the City can enhance its tax base.

* **MOTION by Vice Chairwoman Martin; SECONDED by Agency member Jenkins to discuss further with Ms. McGrady and petition the City of Cocoa to absorb the $200,000.00 so that the budget can be used for other enhancements.**

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

MOTION CARRIED UNANIMOUSLY (6-0)

Chairwoman Moore asked when brought before City Council, if specifics would be needed at that time for what the funds would be used for. **Council Liaison Blake** confirmed that specifics would be needed at that time.

Ms. McGrady said she would bring up the topic to the City Manager at their budget meeting on June 21, 2016.

Chairwoman Moore asked Ms. McGrady if she could conduct an inquiry at the budget meeting in regards to any developments with any money that may be available for the Dr. Joe Lee Smith Center.

Ms. McGrady elaborated on the developments that are taking place at the Dr. Joe Lee Smith Center. She shared that the City has budgeted a significant amount of money to design and engineer the new facility. The City has contracted with RZK Architects, who designed a similar community center for Brevard County, to design and engineer the new building. Also, the City has submitted an application for and has been granted a status as a Community Contribution Tax Credit Sponsor (CCTC), meaning that the Dr. Joe Lee Smith Center is eligible to receive tax donations of up to $100,000.00 a year and that the donator can then use the credits towards their sales tax that are paid to the State of Florida. In addition, the City will be submitting a Section 108 Loan Guarantee Application for approximately $1,000,000.00 for the center. In order to apply, the City must pledge a certain amount of their CDBG funds every year. The City will have to set aside $100,000.00 a year to be able to pay back the loan in ten years. An additional $3.5 million dollars will still be needed, which is why the City applied for the CCTC Program. **Ms. McGrady** explained that the City is conducting an environmental assessment, in accordance with the National Environmental Policy Act. The City funded and part of the Brownfields Grant paid for the NEPA.

Agency member Collins inquired about additional lighting on the corner of Blake Avenue and Rosa L Jones Drive.

Agency members discussed the Juneteenth Arts and Cultural Festival that took place on Saturday, June 18, 2016.

VII. ATTORNEY'S REPORT:

NONE

VIII. AGENCY MEMBERS AND STAFF REPORT:

1. **Agency Budget Report** – provided monthly for review.

Chairwoman Moore asked if a new business list report could be provided monthly.

2. **Diamond Square Subdivision – Veterans' Housing Homeownership Program**

Ms. McGrady explained that the City's Housing & Neighborhood Services Division is looking to start a first-time home buyer program specifically for veterans and their families. The parameters of eligibility are currently being created. The program will be geared towards bringing veterans into the community and providing them and their families a safe and clean place to live. **Ms. McGrady** inquired as to whether the Agency would be interested in partnering with the City for this program by contributing the six (6) lots that are owned by the Agency as part of the partnership. **Ms. McGrady** explained that the lateral is already in place for the utilities. The City would seek funding to construct the homes. She shared that each home would most likely have three bedrooms and two bathrooms as well as a two car garage.

The agency agreed to consider participating in the program but will need more information before they will commit.

IX. NEXT MEETING DATE:

The next meeting of the Diamond Square Redevelopment Agency will be a Regular Meeting to be held on Monday, July 18, 2016 at 7:00 p.m. at City Hall, 65 Stone Street.

X. ADJOURNMENT:

* **MOTION by Vice Chairwoman Martin; SECONDED by Agency member Collins to adjourn the Regular Meeting of June 20, 2016.**
AYES: Moore, Martin, Collins, Robinson, Moss-Beasley, Jenkins, Jones

THE MOTION CARRIED UNANIMOUSLY (7-0)

MEETING WAS ADJOURNED AT 8:17 p.m.

Tracy Moore

Tracy Moore, Chairwoman

Respectfully Submitted,

Monica Arsenault, Recording Secretary