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**ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY  
BOARD OF COMMISSIONERS**

**SPECIAL MEETING MINUTES**

**Wednesday, August 7, 2019- 5:30 p.m.**

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1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in special session on August 7, 2019 at 5:30 p.m. in the Council Chamber at Rockledge City Hall, 1600 Huntington Lane, Rockledge, Florida.

PRESENT:	Edward Inman	Commissioner
	Lynne Krnoul Roll	Commissioner
	Carol Laymance	Commissioner
	Angela Mumblow	Commissioner
	Bill Ellis	Commissioner
	Joseph Miniclier	Commission Attorney
	Sherry Cazessus, CMC	Recording Secretary
	Jennifer LeVasseur	Recording Secretary

ABSENT:	Steve Lum	Commissioner
	Perry Cameron Jr.	Commissioner

STAFF PRESENT:	Dr. Brenda Fettrow	City Manager
	Matthew Trine	Assistant City Manager/ Finance Director
	Alix Bernard	Planning Director
	Britta Kellner	Redevelopment Coordinator

With a quorum present, the meeting was called to order by Chairman Edward Inman.

2. BUSINESS

A. Market Study – Community Redevelopment Areas

Redevelopment Coordinator Kellner recapped the process for requesting proposals for the Market Study, including an explanation of the criteria for evaluation and recommendation. Previous Community Redevelopment Agency experience was at the forefront of the evaluation criteria. Business Flare was presented as the staff selection for the Market Study; Redevelopment Coordinator Kellner elaborated on the firm's qualifications, expertise, and overall presentation. Redevelopment Coordinator Kellner and Planning Director Bernard received and responded to questions from the Commission. Discussion ensued regarding the time frame for completion proposed by Business Flare and whether the three month proposed period would suffice, to which Redevelopment Coordinator Kellner affirmed. Redevelopment Coordinator Kellner explained the process and staff

participation for scoring and evaluation. The overall purpose and goals for the study were illustrated by Redevelopment Coordinator Kellner, along with the selected firm's qualifications and prior work product.

City Manager Dr. Fettrow provided further explanation regarding the selection of Business Flare for the market study, further asserting that the firm is a solid option.

**Motion by Commissioner Bill Ellis to approve Business Flare, selected by staff for the market study, and authorize the recommendation to City Council for final approval; motion seconded by Commissioner Carol Laymance. Motion carries.**

3. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 5:47 p.m.

Respectfully submitted,

Jennifer LeVasseur  
Recording Secretary

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Chairman, Board of Commissioners of the  
Community Redevelopment Agency