
**ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY
BOARD OF COMMISSIONERS**

REGULAR MEETING MINUTES

Wednesday, April 28, 2021 - 5:30 p.m.

1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in regular session on April 28, 2021 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
Steve Lum	Commissioner
Frederick Sanders	Commissioner
Ashley Lanier	Commissioner
Janet Monaco	Commissioner
Joseph Miniclier	Commission Attorney
Jennifer M. LeVasseur	Recording Secretary

ABSENT: David Bucher Commissioner (excused)

STAFF PRESENT:

Dr. Brenda Fettrow	City Manager
Matthew Trine	Assistant City Manager/ Finance Director
John Cooper	Planning Director
BJ Haveman	Redevelopment Coordinator
Tricia Olsson	Deputy City Clerk

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

2. APPROVAL OF MINUTES & ATTENDANCE RECORD

A. Meeting of March 24, 2021 (Regular Meeting)

Commissioner Monaco made a motion to approve the minutes and attendance record of the regular meeting on March 24, 2021; seconded by Commissioner Lum. The motion carried unanimously.

3. FINANCIAL REPORT

A. March 2021

Commissioner Lum moved to be in receipt of the financial report for the Rockledge Community Redevelopment Agency for the month of March 2021; motion seconded by Commissioner Monaco. The motion carried unanimously.

4. REPORTS FROM STAFF / COMMITTEES

A. Progress Reports

Redevelopment Coordinator Haveman announced that his last day of employment with the City of Rockledge is Friday, April 30th.

Redevelopment Coordinator Haveman provided an update on the following:

1. Recent Events

- The City has not hosted any recent events.

2. Upcoming Events

- 34th Annual Independence Day Family Picnic, July 4th, 2021 from 11 a.m. – 3 p.m. at McLarty Park

3. Façade Improvement Grant Program Update

- A total of \$57,050.46 in façade grant projects is in progress, and projects have been completed in the amount of \$44,224.44 for the current fiscal year.

5. UNFINISHED BUSINESS

- None

6. CONSENT BUSINESS

- None

7. NEW BUSINESS

A. Approval: Barton Boulevard Road Diet Project Scope of Work Proposal

Redevelopment Coordinator Haveman explained that the first proposal of the BusinessFlare Phase II Implementation Plan included a road diet of Barton Boulevard. At the request of the City, Architects RZK, Inc. has provided a Scope of Work and estimated costs to design the road diet, which will include three varying design concepts, subject to refinement based on feedback from staff, City Council and the public. Redevelopment Coordinator Haveman noted that the total estimated cost for the design project is \$67,252.50. Redevelopment Coordinator Haveman confirmed that this is one step of many in terms of the road diet project, and the Board will be provided with additional opportunities for review and input throughout the process.

Commissioner Lum moved to recommend approval of the presented Scope of Work and cost estimates and forward the recommendation to City Council; motion seconded by Commissioner Monaco. The motion carried unanimously.

B. Approval: Don Griffin Trail Improvements

Redevelopment Coordinator Haveman explained that the fifth proposal of the BusinessFlare Phase II Implementation Plan included improvements of the Lake Betsi Recreation Area, including the Don Griffin Trail. The City put together a series of improvements, including upgrading a portion of the trail, adding a new entrance, improving the existing entrance and adding

amenities, such as benches and low-level lighting. Information sheets on proposed lighting, benches and pet stations were provided for the Board's review. Redevelopment Coordinator Haveman noted that the total estimated cost for phase 1 improvements is \$87,606.75; however, he requested that the Board consider approving up to \$100,000.00 due to a potential increase in material costs.

Commissioner Monaco moved to recommend approval of the proposed upgrades and estimated costs of up to \$100,000.00 and to forward the recommendation to City Council; motion seconded by Commissioner Sanders. The motion carried unanimously.

- C. Approval: Completed Audit of Rockledge Community Redevelopment Agency for FY 2020

Redevelopment Coordinator Haveman shared that Florida Statutes require that the City undergo a financial statement audit each year. Due to the enactment of Florida Laws Chapter 2019-163, the Florida Auditor General has established that a Community Redevelopment Agency must undergo a stand-alone audit. Carr, Riggs & Ingram, CPAs and Advisors, completed the fiscal year 2020 audit, and the report was presented for the Board's review and consideration.

Christine Noll-Rhan, Carr, Riggs & Ingram, LLC, CPAs and Advisors, reiterated that the Community Redevelopment Agency has always been audited as part of the City's annual audit, but due to changes recently enacted by the Auditor General, an independent audit was required. Ms. Noll-Rhan provided a brief explanation of the audit findings.

Commissioner Lum moved to be in receipt of the audit and to forward the recommendation to City Council; motion seconded by Commissioner Roll. The motion carried unanimously.

- D. Approval: Façade Improvement Grant – Lion Plaza
(Reeve Property Group LLC)

Redevelopment Coordinator Haveman presented the Façade Improvement Grant application from Reeve Property Group LLC for Lion Plaza, 1129 Rockledge Boulevard. He explained that the pylon sign in front of the building was severely damaged by a vehicle and required replacement. The building's previous owners named the location originally, and the building has been rebranded to Lion Plaza. A new sign would facilitate the rebranding and improve the overall aesthetics of the location. Redevelopment Coordinator Haveman noted that two cost estimates were obtained, and the total cost of the project, less ineligible costs, is \$14,100.92. The applicant requested a façade improvement grant in the amount of \$7,050.46.

Commissioner Sanders requested that staff consider making improvements in the sign code and façade grant guidelines in order to advance the quality and sophistication of signage in the City. City Attorney Miniclier explained that too many restrictions placed on sign designs can be a violation of the First Amendment, and any restriction would require a compelling purpose.

Commissioner Sanders moved to approve the façade improvement grant for Lion Plaza (Reeve Property Group LLC) in the amount of \$7,050.46; motion seconded by Commissioner Monaco. The motion passed without objection.

8. REPORTS FROM COMMISSIONERS

- Commissioner Roll inquired about the traffic control art box wrap submission process. Staff confirmed that the Board will recommend the selection of artwork to City Council.
- Commissioner Sanders reported that he attended ADA Bus Stop Training recently, which included a field trip to a bus stop in Rockledge. He noted his desire to see the Agency utilize funds in order to improve bus stops located in Redevelopment Districts. City Manager Fettrow explained that funds from the General Fund have been budgeted to improve 2-4 bus stops per year, and the Board could choose to dedicate funds to bus stop improvements in Redevelopment Districts.
- Chairman Inman requested an update on the Fiske Boulevard resurfacing project. City Manager Fettrow reiterated that Fiske Boulevard is a State road, and the project only involves resurfacing and does not address reconstruction at this time.
- City Manager Fettrow thanked the Board for their support of the projects that came before them this evening and provided an update on the many projects that are in development or under construction throughout the city.

9. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 6:11 p.m.

Respectfully submitted,

Jennifer M. LeVasseur
Recording Secretary

Chairman, Board of Commissioners of the
Community Redevelopment Agency