

ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

Wednesday, May 26, 2021 - 5:30 p.m.

1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in regular session on May 26, 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
Frederick Sanders Commissioner
Janet Monaco Commissioner
David Bucher Commissioner
Joseph Miniclier Commission Attorney
Tricia T. Olsson Recording Secretary

ABSENT: Steve Lum Commissioner (*Excused*)
Ashley Lanier Commissioner (*Excused*)

STAFF PRESENT: Dr. Brenda Fettrow City Manager
(*arrived at 5:48 p.m.*)
Matthew Trine Assistant City Manager/
Finance Director
John Cooper Planning Director
Maddie McDonald Incoming Redevelopment
Coordinator
Jennifer LeVasseur 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 April 28, 2021 (Regular Meeting)

Commissioner Monaco made a motion to approve the minutes and attendance record of the regular meeting on April 28, 2021; seconded by Commissioner Sanders. The motion carried unanimously.

3. FINANCIAL REPORT

A. April 2021

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

Commissioner Sanders requested that a clearer copy of the financial report be provided; this item will be remedied for the next meeting.

4. REPORTS FROM STAFF / COMMITTEES

A. Progress Reports

Planning Director Cooper 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 \$64,100.92 in façade grant projects are 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

NOT AN AGENDA ITEM

Planning Director Cooper introduced Maddie McDonald as the incoming Redevelopment Coordinator and reported that she will officially begin her duties on June 14, 2021.

7. NEW BUSINESS

A. Approval: Façade Improvement Grant – Rockledge Liquors

Planning Director Cooper presented the Façade Improvement Grant application for Rockledge Liquors, 555 Barton Blvd. He explained that the business owner intends to make several aesthetic upgrades to include repainting building walls, repairing the awnings, installing gutters, upgrading the landscaping around the building, installing a gazebo for outdoor seating and resealing and restriping the parking lot. The owner plans to use the Owner/Builder Option to make some of these improvements for the landscaping and installation of the gazebo. She plans to hire contractors for exterior painting, repairs to soffit and awnings, installing gutters, and resealing and restriping the parking lot. The requisite cost quotes were obtained. The owner cost portion estimate is \$424.64 for landscaping materials and \$1,899.00 for the gazebo for a total of \$2,323.64. The contractor portion estimate is \$14,894.07. The owner is requesting reimbursement for 50% of the cost for contracted work and 100% of the cost of the materials for the owner/builder option. The applicant requested a façade improvement grant in the amount of \$9,770.68.

Commissioner Sanders requested further explanation regarding the outdoor gazebo seating area and licensure of proposed contractors.

Janet Eshbaugh, owner of Rockledge Liquors, 555 Barton Boulevard, informed Commissioners that the outdoor seating under the gazebo will be used for customers as a designated smoking area and to keep patrons safe from moving vehicles. Ms. Eshbaugh further explained that the gazebo will not be used for dining purposes, and it will leave adequate space for parking per Code. Ms. Eshbaugh noted that hurricane guidelines will be followed when the gazebo is installed. Staff reported that the license numbers of the contractors providing quotes have been verified. Commissioner Sanders also inquired as to whether the parking lot would be repaired beyond what was in the grant application. Ms. Eshbaugh confirmed that additional parking lot repairs would not be completed at this time.

Commissioner Monaco moved to approve the façade improvement grant for Rockledge Liquors in the amount of \$9,770.68; motion seconded by Commissioner Sanders. The motion passed without objection.

8. REPORTS FROM COMMISSIONERS

- Commissioner Roll inquired about the remodeling project of the Publix on US Highway 1. Staff informed the Commissioners that the closure date at this location for the remodeling project is unknown at this time.
- Commissioner Bucher introduced himself as a new Board member and provided a brief background.
- Commissioner Monaco:
 - Inquired about the land clearing taking place on Cogswell Street. Planning Director Cooper informed the Commissioners that the City owns the property, and the clearing is for evaluation purposes at this time.
 - Offered to provide staff with more information regarding charging stations and required infrastructure.
- City Manager Fettrow announced that Alura Senior Living hosted a ribbon cutting ceremony earlier in the day.
- Chairman Inman inquired about the land clearing at Huntington Lane and Richard Road. City Manager Fettrow reported that the owner of the area in question has applied for a Special Exception for an outdoor recreational storage facility.
- Incoming Redevelopment Coordinator McDonald introduced herself and provided a brief background. She expressed her excitement to assist with the development and growth of the City of Rockledge.

9. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 5:56 p.m.

Respectfully submitted,

Tricia T. Olsson
Recording Secretary

Chairman, Board of Commissioners of the
Community Redevelopment Agency