

ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

Wednesday, September 25, 2019 - 5:30 p.m.

1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in regular session on September 25, 2019 at 5:30 p.m. in the Council Chamber at Rockledge City Hall, 1600 Huntington Lane, Rockledge, Florida.

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| PRESENT: | Edward Inman | Commissioner |
| | Lynne Krnoul Roll | Commissioner |
| | Steve Lum | Commissioner |
| | Bill Ellis | Commissioner |
| | Perry Cameron Jr. | Commissioner |
| | Janet Monaco | Commissioner |
| | Joseph Miniclier | Commission Attorney |
| | Jennifer M. LeVasseur | Recording Secretary |

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| ABSENT: | Carol Laymance | Commissioner (excused) |
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| STAFF PRESENT: | Dr. Brenda Fettrow | City Manager |
| | Matthew Trine | Assistant City Manager/ Finance Director |
| | Alix Bernard | Planning Director |
| | Britta Kellner | Redevelopment Coordinator |
| | Sherry Cazessus, CMC | Deputy City Clerk |

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

2. APPROVAL OF MINUTES & ATTENDANCE RECORD

- Meeting of August 28, 2019 (Regular Meeting)

Commissioner Lum made a motion to approve the minutes and attendance record of the regular meeting on August 28, 2019; seconded by Commissioner Ellis. The motion carried unanimously.

3. FINANCIAL REPORT – **Motion by Commissioner Lum to be in receipt of the financial report for the Rockledge Community Redevelopment Agency for the month of August 2019; motion seconded by Commissioner Roll. The motion carried unanimously.**

4. REPORTS FROM STAFF

A. Progress Reports

Redevelopment Coordinator Kellner provided an update on the following:

1. Recent Events

Redevelopment Coordinator Kellner displayed a rainy day photo from the 4th Annual 9/11 Remembrance Ceremony and pointed out that the photo has been shared across the internet as a representation of the dedication and tribute shared among the community.

2. Upcoming Events

Redevelopment Coordinator Kellner announced the following future events:

- 16th Annual Hot Rockin' Nights Car Show, Saturday, October 19, 2019 from 5:00 p.m. – 8:00 p.m., Barton Boulevard
- Brevard Food Truck Round Up and Canned Food Drive, Thursday, November 7, 2019 from 5:30 p.m. – 7:30 p.m., Rockledge Square Shopping Center
- Hospice of St. Francis Second Annual Lights of Love Seasonal Ceremony, Thursday, November 14, 2019 at 6:00 p.m., 123 Barton Boulevard
- Light Up Rockledge!, Saturday, December 7, 2019 from 6:00 p.m. – 7:30 p.m., Rockledge Civic Hub
- Cocoa-Rockledge Holiday Parade, Saturday, December 14, 2019 at 3:00 p.m.
- 2020 Rockledge Art and Craft Show, Saturday/Sunday, February 15/16, 2020 from 10:00 a.m. – 4:00 p.m. daily, Rockledge Civic Hub

3. Market Study

Redevelopment Coordinator Kellner provided an update on the current phase of the CRA Market Study. An open house will be held on October 28-29, 2019 from 4 p.m. - 8 p.m. Board members are invited to attend.

The Cogswell sidewalk project is progressing. Redevelopment Coordinator Kellner shared a photo of the work in progress. The Board will continue to be updated as the project advances.

4. Façade Improvement Grant Program

Redevelopment Coordinator Kellner updated the Commission on the following ongoing façade grants:

- Brevard Vision, 1285 Rockledge Boulevard
- 365 Pools, 966 Florida Avenue
- Bwest Townhomes (Yourlife Assisted Living), Barnes Boulevard
- Yong's Wigs, 1834 Rockledge Boulevard
- Rockledge Gardens, 2153 Rockledge Boulevard
- IBR, 1017 Pathfinder Way

Redevelopment Coordinator Kellner reported that the façade grant for Bridges, 1694 Cedar Street, is closed out, as the project is complete.

Redevelopment Coordinator Kellner shared the current status of the Façade Grant budget and anticipates bringing more projects to the board in Fiscal Year 2020.

5. UNFINISHED BUSINESS - None
6. CONSENT BUSINESS - None
7. NEW BUSINESS

A. Approval: Façade Improvement Grant – Brevard Achievement Center

Redevelopment Coordinator Kellner presented the façade improvement application for Brevard Achievement Center. Ryan Rogers, CFO of Brevard Achievement Center, and Susan McGrath, Vice President of Community Relations, provided the Board with a detailed description of the proposed project. In order to better serve its clients, the agency is currently planning to construct a new bus loop to facilitate bus arrivals and departures for the existing facility, modify existing parking, relocate existing storage buildings, replace the covered entry, and add new roof structures. Brevard Achievement Center is requesting façade grant assistance for replacement of the entryway covers, which will provide clients with protective shelter from extreme and inclement weather for the entire length of the ADA-compliant ramp that provides building access. The agency obtained two quotes for the project, the lower of which being \$22,649.76. The applicant is requesting a Façade Improvement Grant in the amount of \$10,000.00.

Motion by Commissioner Ellis to approve the façade improvement grant for Brevard Achievement Center in the amount of \$10,000.00; motion seconded by Commissioner Monaco. The motion carries.

B. Approval: Cogswell Street Crosswalk Project

Redevelopment Coordinator Kellner presented the project plan for Cogswell Street crosswalks. Ryan Rogers, CFO of Brevard Achievement Center, and Susan McGrath, Vice President of Community Relations, provided the Board with a detailed description of the proposed project. Redevelopment Coordinator Kellner reminded the Board of an approval from March 27, 2019 for a sidewalk improvement project along the eastern side of Cogswell Street in the Barton Redevelopment Sub-district which was necessitated by a safety concern that was established by the City as a priority to address. During site visits to evaluate how best to move forward with the project, an additional safety concern became apparent involving the return travel from the east side of Cogswell street to the Brevard Achievement Center campus on the west side of the street. A crosswalk needs to be constructed in order to complete the project, which will be performed in conjunction with Brevard Achievement Center's access/enhancement projects. Staff is requesting approval from the Board that the project be funded from the 2019/2020 Community Redevelopment Agency Neighborhood Improvements Budget, which was approved by City Council on September 18, 2019. Staff requests approval in the amount of \$1,630.00.

Discussion ensued regarding the additional request for funds beyond the improvements that were approved earlier in the year. Redevelopment

Coordinator Kellner illustrated the improvements that will be made as part of this project. City employees will be completing this project.

Motion by Commissioner Ellis to approve funding for the Cogswell Street Crosswalk Project in the amount of \$1,630.00; motion seconded by Commissioner Lum. The motion carries.

Redevelopment Coordinator Kellner emphasized the close contact the City is keeping with the developers regarding the Barton Boulevard apartment project. Demolition is currently scheduled to begin in November with a target project duration of 18-24 months. Construction would begin in Spring 2020.

City Manager Fettrow invited the Board to the retirement event on Friday afternoon to celebrate Deputy City Clerk Sherry Cazessus' retirement. The board offered their congratulations to Deputy City Clerk Cazessus.

8. REPORTS FROM COMMISSIONERS

Commissioner Lum expressed his admiration for the crowd that remained after the deluge at the September 11th event.

New Commissioner Monaco introduced herself and shared her excitement in continuing to be a part of Rockledge.

Chairman Inman inquired as to whether the new Brevard County EOC is fully funded and if the project will be completed. Planning Director Bernard explained the continuing process regarding this venture. Chairman Inman also inquired as to whether the assisted living facility at Roy Wall Boulevard and Fiske Boulevard is still planned. Planning Director Bernard expounded on the new developments.

Attorney Miniclier reminded the Board of the Sunshine Law and the requirements that must be met in order to remain within the boundaries of the law, including best practices for maintaining ethical behavior.

Commissioner Ellis reminded the Board of an ethics training coming up in October. City Manager Fettrow requested that board members notify the city if they are attending so the meeting can be appropriately advertised as two or more members present. Redevelopment Coordinator Kellner will send information to the Board pertaining to the training offerings.

Deputy City Clerk Cazessus shared her gratitude in serving as Recording Secretary and expressed her excitement for retirement.

9. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 6:04 p.m.

Respectfully submitted,

Jennifer M. LeVasseur
Recording Secretary

Chairman, Board of Commissioners of the
Community Redevelopment Agency