

ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

Wednesday, October 23, 2019 - 5:30 p.m.

1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in regular session on October 23, 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
	Steve Lum	Commissioner
	Carol Laymance	Commissioner
	Bill Ellis	Commissioner
	Perry Cameron Jr.	Commissioner
	Janet Monaco	Commissioner
	Joseph Miniclier	Commission Attorney
	Jennifer M. LeVasseur	Recording Secretary

STAFF PRESENT:	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. APPROVAL OF MINUTES & ATTENDANCE RECORD

Meeting of September 25, 2019 (Regular Meeting)

Commissioner Lum made a motion to approve the minutes and attendance record of the regular meeting on September 25, 2019; seconded by Commissioner Roll. 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 September 2019; motion seconded by Commissioner Laymance. The motion carried unanimously.

4. REPORTS FROM STAFF

A. Progress Reports

Redevelopment Coordinator Kellner provided an update on the following:

1. Recent Events

None

2. Upcoming Events

Redevelopment Coordinator Kellner announced the following future events:

- Brevard Food Truck Round Up and kick-off of Holiday Food Drive, Thursday, November 7, 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, at 6:00 p.m., 123 Barton Boulevard
- Light Up Rockledge!, Saturday, December 7, at 6:00 p.m., Rockledge Civic Hub
- Cocoa-Rockledge Holiday Parade, Saturday, December 14, 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 for community input will be held on October 28-29 from 4 p.m. - 8 p.m. Commissioners are invited to attend.

4. Façade Grants

The Façade Grant Improvement Program has had a healthy start to the new Fiscal Year, with over \$40,000.00 in encumbered funds and an additional \$20,000.00 being considered at this meeting.

The Mid-Block Crossing project is currently in the planning phase with a goal of completion prior to the February Art and Craft Show. Staff is collaborating with Jacobs Engineering.

The Cogswell Sidewalk Project is in progress. The Commission is invited to visit the site.

5. UNFINISHED BUSINESS - None

6. CONSENT BUSINESS - None

7. NEW BUSINESS

A. Approval: Façade Improvement Grant – RJM Merco, Carolina Pines

Redevelopment Coordinator Kellner presented the façade improvement application for RJM Merco (Carolina Pines). Attorney Kendall T. Moore, 895 Barton Blvd., Ste. B, presented the project to the Commission. Carolina Pines Apartments is a multi-family housing project that will soon break ground on Angela Avenue. The project consists of the construction of four, two-story

apartment buildings on a 1.2-acre site. This project-to-date represents more than a \$430,000.00 owner investment in much-needed housing for veterans and senior citizens with considerably more to come as the site and buildings are developed. The façade grant project will consist of initial landscaping, along with concrete sidewalk and paving. The lower of the two estimates received represents a total cost of \$23,680.00. The applicant is requesting a façade grant in the amount of \$10,000.00.

Commissioner Lum mentioned that the Commission usually approves façade grants to improve a neighborhood and exchange something old for something new. Clarification was requested from Attorney Miniclier as to whether this meets the requirements for a façade grant. Redevelopment Coordinator Kellner explained that this is an eligible expense under façade grant guidelines and Florida law, which was affirmed by Attorney Miniclier.

Motion by Commissioner Ellis to approve the façade improvement grant for RJM Merco, Carolina Pines, in the amount of \$10,000.00; motion seconded by Commissioner Cameron. The motion carries.

B. Approval: Façade Improvement Grant – Boaters Exchange

Redevelopment Coordinator Kellner presented the façade improvement application for Boaters Exchange. Owner Jerry Butz, 2145 U.S. Highway 1, elaborated on the project and expressed thanks for facilitating the façade grant program. The company plans to upgrade its entryway and parking area, which faces a highly-traveled segment of Rockledge Boulevard. Included in this project are the application of new asphalt to the driveway and front parking area, striping and a decorative fish stencil, and the addition of two 25-gallon foxtail palms. The lower of the two estimates received represents a total cost of \$10,593.72. Boaters Exchange is requesting a façade grant in the amount of \$5,298.86.

Motion by Commissioner Lum to approve the façade improvement grant for Boaters Exchange in the amount of \$5,298.86; motion seconded by Commissioner Laymance. The motion carries.

C. Approval: Façade Improvement Grant – Hutton/Styles for Divas

Redevelopment Coordinator Kellner presented the façade improvement application for Hutton Rockledge, LLC, in regards to Styles for Divas Hair Salon. Project Manager Woody Woodard, 678 Kirkwood Avenue, Atlanta, Georgia, was present for questions. Hutton Rockledge, LLC, is undertaking redevelopment of Barton Commons shopping center. The project requires relocation of two businesses within the center in order to construct the proposed multi-family housing. Styles for Divas, established in 2007, will be moving from 252 Barton Boulevard to 194 Barton Boulevard and will require new signage and lighting above the salon entry. The total cost for signage and lighting is \$5,171.53. Hutton Rockledge, LLC, is requesting a façade grant in the amount of \$2,585.77.

Motion by Commissioner Laymance to approve the façade improvement grant for Hutton Rockledge, LLC (Styles for Divas), in the amount of \$2,585.77; motion seconded by Commissioner Monaco. The motion carries.

- D. Approval: Façade Improvement Grant – Perfect Nails
Redevelopment Coordinator Kellner presented the façade improvement application for Perfect Nails. Project Manager Woody Woodard, 678 Kirkwood Avenue, Atlanta, Georgia, was present for questions. Hutton Rockledge, LLC, is undertaking redevelopment of Barton Commons shopping center. The project requires relocation of two businesses within the center in order to construct the proposed multi-family housing. Perfect Nails will be moving from 254 Barton Boulevard to 196 Barton Boulevard and will require new signage and lighting above the salon entry. The total cost for signage and lighting is \$5,171.53. Perfect Nails is requesting a façade grant in the amount of \$2,585.77.
Motion by Commissioner Laymance to approve the façade improvement grant for Perfect Nails in the amount of \$2,585.77; motion seconded by Commissioner Roll. The motion carries.
- E. Approval: Proposed Amended Budget 2018-2019
Assistant City Manager/Finance Director Trine presented the proposed budget amendment for the Fiscal Year 2018-2019 Community Redevelopment Agency Fund Budget and outlined the recommended modifications. Ultimately, the budget amendment will need to receive final approval by the City Council. Assistant City Manager/Finance Director Trine responded to questions from the Commission and clarified line items utilized to balance the budget.
Motion by Commissioner Laymance to approve, and to recommend approval to City Council, the fiscal year 2018-2019 Community Redevelopment Agency Fund Budget amendment; motion seconded by Commissioner Monaco. The motion carries.
- F. Approval: Resolution Allocating FY 2019 Surplus Funds
Redevelopment Coordinator Kellner explained the statutory options available for appropriating the Community Redevelopment Agency Fund Budget surplus funds for Fiscal Year 2018-2019. Allocation of the surplus funds must be performed by Resolution. The Resolution allocates the funds to specific redevelopment projects.
Commissioner Laymance moved to approve the allocation of funds to specific redevelopment projects, pursuant to the CRA plan; seconded by Commissioner Monaco. The motion carries.
Commissioner Ellis moved to waive the reading and approve the Resolution; seconded by Commissioner Lum. The motion carries.

NOT AN AGENDA ITEM

Kimberly Prosser, Brevard County Emergency Management Director, 1746 Cedar Street, updated the Commission on the status of the new Emergency Operations Center (EOC). Preliminary site work began in May 2019. Director Prosser summarized the requirements for an emergency facility and elaborated on upcoming work and future development. A recent \$367,000.00 grant, awarded through the Florida Department of Economic Opportunity, will fund the next phase of the project. The new EOC, modeled after the Volusia County

EOC, will be 43,000 square feet, which is approximately four times the size of the current EOC. The additional square footage will provide for a contemporary EOC with adequate space and accommodations for activations, policy work and other various purposes. The new building will be equipped with a cafeteria, classrooms, and multi-purpose areas. Director Prosser and her team are diligently pursuing additional grant funding in order to complete the project, but at this time, a projected timeline is difficult to determine based on the uncertainty of when funds will be secured.

8. REPORTS FROM COMMISSIONERS

None

9. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 6:15 p.m.

Respectfully submitted,

Jennifer M. LeVasseur
Recording Secretary

Chairman, Board of Commissioners of the
Community Redevelopment Agency