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**ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

**Wednesday, June 27, 2018 - 5:30 p.m.**

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1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in regular session on June 27, 2018 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
	Perry Cameron Jr.	Commissioner
	Joseph Miniclier	Commission Attorney

ABSENT:	Steve Lum	Commissioner (excused)
	Ryan Cox	Commissioner (excused)

STAFF PRESENT:	Dr. Brenda Fettrow	City Manager
	Alix Bernard	Planning Director
	Britta Moore	Redevelopment Coordinator
	Matthew Trine	Finance & Risk Management
	Sherry Cazessus, CMC	Recording Secretary

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

2. APPROVAL OF MINUTES & ATTENDANCE RECORD

- Meeting of May 23, 2018

**Commissioner Laymance made a motion to approve the minutes and attendance record of the meeting on May 23, 2018; seconded by Commissioner Cameron. The motion carried unanimously.**

3. FINANCIAL REPORT – May 2018

**Motion by Commissioner Roll to be in receipt of the financial report for the Rockledge Community Redevelopment Agency; motion seconded by Commissioner Laymance. The motion carried unanimously.**

4. REPORTS FROM STAFF

A. Staff Report

1. Progress Reports

a) Recent Events

Ms. Moore reported on the following recent events:

- 4<sup>th</sup> Annual Memorial Day Ceremony - May 27<sup>th</sup> at Rockledge High School Auditorium
- City Employee Charity Golf Tournament – June 9<sup>th</sup> at Turtle Creek Golf Course
- 21<sup>st</sup> Annual Volunteer Breakfast – June 16<sup>th</sup> at Rockledge Regional Medical Center

b) Upcoming Events

Ms. Moore announced the following upcoming events:

- Ribbon Cutting – Beachy Nutrition, Friday June 29<sup>th</sup> a 4:30 p.m., with cut at 5:00 p.m. at 1311 Rockledge Boulevard, Suite 2
- Annual Independence Day Picnic – July 4<sup>th</sup> at McLarty Park from 10:00 a.m. to 3:00 p.m.
- Ribbon Cutting – Space Coast Health Foundation, Wednesday, July 11<sup>th</sup> at 9:00 a.m. at 1100 Rockledge Boulevard

Ms. Moore reported on the following façade grants:

- Planet Fitness, 1802 Rockledge Boulevard, completed and payment has been made
- Signature Smile Dentistry, 573 Barnes Boulevard, project has been completed

5. UNFINISHED BUSINESS

A. Approval: Contract with W & J Construction for Civic Hub Construction

Ms. Moore presented the contract with W & J Construction for the construction of the Civic Hub. The basis of payment is the cost of the work plus a fee with a guaranteed maximum price not to exceed \$1.78 million as previously authorized by the board. Dr. Fettrow explained that the contract includes construction of all of the elements of the project except for the restrooms, which will be CXT restrooms installed by the Public Works Department. Attorney Miniclier provided an overview as to how the AIA contract piggybacks on an existing contract that Brevard County has in place.

**Motion by Commissioner Roll to approve the contract with W & J Construction in an amount not to exceed \$1.78 million and to forward recommendation to City Council; motion seconded by Commissioner Laymance.**

6. CONSENT BUSINESS - None

7. NEW BUSINESS

A. Approval: CRA Coordinator to Attend Conferences

1. Florida Brownfields Conference

Ms. Moore presented the request to attend the Florida Brownfields Conference to be held at the Hilton Daytona Beach from September 30<sup>th</sup> to October 3<sup>rd</sup>. The conference registration is \$250.00 and includes a one-year membership in the Brownfields Association.

**Motion by Commissioner Laymance for staff to attend the Florida Brownfields Conference; motion seconded by Commissioner Roll. The motion carried.**

2. Florida Redevelopment Association Annual Conference

Ms. Moore presented the request to attend the Florida Redevelopment Association (FRA) Annual Conference which will be held at the Sanibel Marriott in Fort Myers from October 24<sup>th</sup> through October 26<sup>th</sup>. The cost of registration is \$395.00.

**Motion by Commissioner Laymance for staff to attend the Florida Redevelopment Association Annual Conference; motion seconded by Commissioner Roll. The motion carried.**

B. Approval: Authorization and Recommendation to City Council to Proceed with Sale Negotiations of the Parcels Identified in the Real Estate Appraisal

Ms. Moore reported that the franchisees/owners of Brewster's Ice Cream shop have expressed interest in purchasing three of the four City-owned parcels in the 500 block of Barton Boulevard. At the June 6<sup>th</sup> City Council meeting City Manager Fettrow was authorized to obtain the appraisal of the parcels, which was presented to the Agency at this time. Staff requests authorization to move forward with sale negotiations of the parcels.

**Motion by Commissioner Cameron to authorize staff to move forward with sale negotiations of the parcels located at the 500 block of Barton Boulevard; motion seconded by Commissioner Mumblow. The motion carried unanimously,**

C. Approval: Preliminary FY 2018-2019 Redevelopment Agency Budget

Dr. Fettrow provided a line by line overview of the FY 2018-2019 Preliminary Budget for the Redevelopment Agency. Discussion focused on the major initiatives of the Capital Improvements Program, which are adding elements to the Barnes Boulevard Project, neighborhood improvement projects and the Civic Hub Project. Due to rising interest rates on debt instruments, it is Staff's opinion that the Civic Hub be funded from funds that are available. Budgeted inside the CRA Capital Improvement Budget is \$850,000.00 and the CRA has up to \$930,000.00 by the end of the year, when combined they will cover the entire cost of the Civic Hub's estimated cost of \$1.78 million.

**Motion by Commissioner Laymance to approve the preliminary FY 2018-2019 budget and to forward recommendation to City Council; motion seconded by Commissioner Roll. The motion carried unanimously.**

**Motion by Commissioner Laymance to authorize staff to move available funds in the amount of \$930,000.00 to the funding of the Civic Hub project; motion seconded by Commissioner Cameron. The motion carried unanimously.**

8. REPORTS FROM COMMISSIONERS

Commissioner Roll welcomed new Commissioner Mumblow, who provided a brief introduction of herself.

Chairman Inman questioned the status of Barton Commons. Ms. Moore reported the new owner is currently working on a package for new tenants.

Dr. Fettrow reported that the construction of the new Fire Station should start late August or early September.

Commissioners were invited to the Fiske Corridor Study Meeting to be held in the Council Chamber at 6:00 p.m. on Thursday, June 28<sup>th</sup>.

9. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 6:19 p.m.

Respectfully submitted,

Sherry Cazessus, CMC  
Recording Secretary

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Chairman, Board of Commissioners of the  
Community Redevelopment Agency