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# ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY BOARD OF COMMISSIONERS

## REGULAR MEETING MINUTES

Wednesday, October 28, 2020 - 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 October 28, 2020 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
	Bill Ellis	Commissioner
	Darby Miller	Commissioner
	Janet Monaco	Commissioner
	Joseph Miniclier	Commission Attorney
	Tracy Priebe	Recording Secretary

ABSENT:	Steve Lum (excused)	Commissioner
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STAFF PRESENT:	Dr. Brenda Fettrow	City Manager
	Matthew Trine	Assistant City Manager/ Finance Director
	John Cooper	Planning Director
	Trina Gilliam	Senior City Planner
	BJ Haveman	Redevelopment Coordinator

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

### 2. APPROVAL OF MINUTES & ATTENDANCE RECORD

A. September 30, 2020 (Regular Meeting)

**Commissioner Monaco made a motion to approve the minutes and attendance record of the regular meeting on September 30, 2020; seconded by Commissioner Roll. The motion carried unanimously.**

### 3. FINANCIAL REPORT

#### A. September 2020

**Motion by Commissioner Roll to be in receipt of the financial report for the Rockledge Community Redevelopment Agency for the month of September 2020; motion seconded by Commissioner Ellis. The motion carried unanimously.**

### 4. REPORTS FROM STAFF/COMMITTEES

#### A. Progress Reports

Redevelopment Coordinator Haveman provided an update on the following:

##### 1. Recent Events

Due to Covid-19, the City has not hosted or participated in any recent events.

##### 2. Upcoming Events

- Redevelopment Coordinator Haveman announced that the City will host a Light Up Rockledge event in the Civic Hub on Saturday, December 5, 2020 from 6:00 – 7:30 p.m. The City will be featuring a Festival of Trees during this event, and we are looking for 25 sponsors to decorate trees.
- Redevelopment Coordinator Haveman announced that the Cocoa/Rockledge Holiday Parade is proceeding on schedule for December 12, 2020 at 3:00 p.m.
- Redevelopment Coordinator Haveman noted that the 2021 Art and Craft Show has been scheduled for February 20 and 21, 2020 from 10:00 a.m. – 4:00 p.m., also staged in the Civic Hub.

##### 3. Façade Improvement Grant Program

- Redevelopment Coordinator Haveman reported that 5 Façade Grants were currently in progress. Extreme Stucco, Pullman West and Steven Rentals all approved last month; Tommy Blair Collision was approved back in December and will have it finished within the one-year time frame; and Brevard Vision, with the extension back in January are still working with the contractor to get permitting. Rosa Plaza has been completed and paid out from last month.
- Redevelopment Coordinator Haveman also brought to the Board for consideration a request for a one-year extension for RJM Merco. The project had not been moving forward due to Covid-19; however, the project is now moving forward. Discussion ensued about the request for the one-year extension, with Dr. Fettrow

explaining that this is rare up until Covid-19 occurred. Kendall Moore, 895 Barton Blvd., was asked to review the projects elements and explained the project would be completed within 6 months. Chairman called for a motion.

**Motion by Commissioner Monaco to approve the extension for RJM Merco façade improvement grant for a 1-year extension to September 30, 2021; motion seconded by Commissioner Ellis. The motion carried.**

5. **UNFINISHED BUSINESS**

- A. Approval: Façade Improvement Grant – PayPros, Inc.  
(TABLED September 30, 2020)

**Motion by Commissioner Monaco to remove the item from the table; seconded by Commissioner Sanders. The motion carried unanimously.**

Redevelopment Coordinator Haveman explained that the Board previously tabled the Façade Improvement Grant application from PayPros, Inc., 1007 Pathfinder Way, Suite 100 & 110, due to concerns regarding City sign regulations and the cluttered nature of the proposed sign language. Staff was unable to find any sign regulations pertaining to the number of words present on the sign; however, PayPros opted to provide a new rendition of the sign that contained fewer words.

Redevelopment Coordinator Haveman explained that a more recent quote was also obtained for a total cost of \$1,860.01, and the applicant is requesting a Façade Improvement Grant in the amount of \$930.01.

**Motion by Commissioner Monaco to approve the façade improvement grant for PayPros, Inc. in the amount of \$930.01; motion seconded by Commissioner Roll. The motion carried.**

6. **CONSENT BUSINESS**

- o None

7. **NEW BUSINESS**

- A. Approval: Façade Improvement Grant – Barton Workspace

Redevelopment Coordinator Haveman introduced the Façade Improvement Grant application from Barton Workspace, 881 Barton Boulevard. He explained that the business provides individuals with office space solutions, including a "hot desk" concept, private offices for short and long-term lease, and conference rooms. Internet service and printers are also provided to the customer. Redevelopment Coordinator Haveman noted that the proposed

project includes fresh paint for the exterior, along with an updated flower bed and a new front door with storefront windows.

Two cost estimates were obtained, and the total cost of the project is \$7,103.04. The applicant requested a Façade Improvement Grant in the amount of \$3,551.52.

**Motion by Commissioner Monaco to approve the façade improvement grant for Barton Workspace in the amount of \$3551.52; motion seconded by Commissioner Sanders. The motion carried.**

B. Approval: Façade Improvement Grant – Beach Brewer LLC

Redevelopment Coordinator Haveman presented the Façade Improvement Grant application from Beach Brewer LLC, 513 Barton Boulevard. He explained that the business is being completely renovated, including a roof renovation that includes the application of GacoFlex Silicone Roof Coating to the old, deteriorated roof. Additionally, new skylights will be installed, and damaged gutters will be replaced. New signage is also proposed.

Two cost estimates were obtained, and the total cost of the project is \$36,207.37. The applicant requested a Façade Improvement Grant in the amount of \$10,000.00.

Lisa Freismuth was asked if the roof renovation would be visible from the street. Discussion ensued about the roof and eligibility, which was directed to Attorney Miniclier, who clarified that the grant request was eligible under the current terms.

**Motion by Commissioner Monaco to approve the façade improvement grant for Beach Brewer LLC in the amount not to exceed \$10,000; motion seconded by Commissioner Ellis. The motion carried.**

C. Approval: Façade Improvement Grant – Boaters Exchange

Redevelopment Coordinator Haveman introduced the Façade Improvement Grant application for Boaters Exchange, 2145 U.S. Highway 1. He noted that the highly-regarded and trusted boat dealer previously received a Façade Improvement Grant in 2015 for new stucco and paint. They submitted an application recently in order to upgrade their sign along U.S. Highway 1, which will incorporate their updated logo and will feature a new electronic message board.

Two cost estimates were obtained, and although KendalSIGNS was not the lower quote, Boaters Exchange elected to proceed with their quote of \$31,312.30, as both quotes obtained were over \$20,000.00. The applicant requested a Façade Improvement Grant in the amount of \$10,000.00.

Kelly Butz, CFO of Boaters Exchange, 2145 U.S. Highway 1, was asked about regulations for LED lighting to automatically turn them from day time to nighttime situation to ease the glare. Ms. Butz allowed that she could request that information from Kendal Signs for the Board. Redevelopment Coordinator Haveman agreed to check the regulations with Planning as well. Chairman Inman asked for a report at the next meeting if a problem does exist.

**Motion by Commissioner Monaco to approve the façade improvement grant for Boaters Exchange in the amount not to exceed \$10,000; motion seconded by Commissioner Ellis. The motion carried.**

D. Approval: Proposed Amended Budget FY 2019-2020

Assistant City Manager/Finance Director Trine presented the proposed budget amendment for Fiscal Year 2019-2020 Community Redevelopment Agency Fund Budget and outlined the recommended modifications. Ultimately, the budget amendment will need to receive final approval by 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 Ellis to approve the fiscal year 2019-2020 Community Redevelopment Agency Fund Budget amendment and to forward the recommendation to City Council; motion seconded by Commissioner Roll. The motion carried.**

E. Approval: Resolution No. 2020-\_\_\_\_-CRA – Allocation of FY 2020 Uncommitted Fund Balance

Assistant City Manager/Finance Director Trine explained that the statutory options available for appropriating the Community Redevelopment Agency Fund Budget surplus funds for Fiscal Year 2019-2020. Allocation of the surplus funds must be performed by Resolution. He explained that the proposed Resolution allocates the funds to specific redevelopment projects.

**Commissioner Ellis moved to approve the allocation of funds to specific redevelopment projects, pursuant to the CRA plan; seconded by Commissioner Monaco. The motion carried.**

**Commissioner Monaco offered a Resolution entitled "RESOLUTION OF THE ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY, CITY OF ROCKLEDGE, BREVARD COUNTY, FLORIDA, APPROPRIATING THE BUDGET SURPLUS FUNDS FOR FISCAL YEAR 2020" and moved to read the Resolution by title only; seconded by Commissioner Ellis. The motion passed by unanimous vote.**

City Attorney Miniclier read aloud the title of the Resolution.

**Commissioner Ellis moved for adoption of the Resolution; seconded by Commissioner Monaco. The motion carried unanimously.**

**8. REPORTS FROM COMMISSIONERS**

Chairman Inman asked the City Manager to report on any updates from last month's meeting. Dr. Fettrow no change with Village Green, Double D's barbeque is now open on Barton Blvd., the Pancake House is still packed, Rockledge Flats is having a "Topping Out" at 1:00 tomorrow, Business Flare has a detailed plan going forward the next 3 months, Publix is to be demolished and rebuilt, and the City is working on the purchase of the property on Cogswell.

**9. ADJOURN**

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 6:20 p.m.

Respectfully submitted,

Tracy Priebe  
Recording Secretary

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Chairman, Board of Commissioners of the  
Community Redevelopment Agency