

ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

Wednesday, July 27, 2022 - 5:30 p.m.

1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in regular session on July 27, 2022 at 5:30 p.m. in the Council Chamber at Rockledge City Hall, 1600 Huntington Lane, Rockledge, Florida.

PRESENT:	Edward Inman	Commissioner
	Steve Lum	Commissioner
	Frederick Sanders	Commissioner
	Al Siefert	Commissioner
	Janet Monaco	Commissioner
	David Bucher	Commissioner
	April Fearon	Commissioner
	Joseph Miniclier	Commission Attorney
	Tricia T. Olsson	Recording Secretary

STAFF PRESENT:	Dr. Brenda Fettrow	City Manager
	Matthew Trine	Assistant City Manager/ Finance Director
	John Cooper	Planning Director

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

2. APPROVAL OF MINUTES AND ATTENDANCE RECORD

A. Meeting on May 25, 2022 (Regular Meeting)

Commissioner Lum moved to approve the minutes and attendance record of the regular meeting on May 25, 2022; seconded by Commissioner Monaco. The motion carried unanimously.

3. FINANCIAL REPORT

A. May 2022

B. June 2022

Commissioner Lum moved to be in receipt of the financial report for the Rockledge Community Redevelopment Agency for the months of May 2022 and June 2022; seconded by Commissioner Bucher. The motion carried by unanimous vote.

4. REPORTS FROM STAFF/COMMITTEES

A. Progress Reports

Planning Director Cooper provided an update on the following:

1. Recent Events

- 4th of July Picnic, held on Monday, July 4, 2022 at McLarty Park

2. Upcoming Events

- 9/11 Memorial Celebration on Saturday, September 10, 2022
- Food Truck Friday, 4th Friday of each month from 4:30 p.m. – 7:30 p.m. at the Rockledge City Hall/Civic Hub parking lot

3. Facade Improvement Grant Updates

- A total of \$52,094.48 in facade grant projects are in progress for Fiscal Year 2021 – 2022, and projects have been completed in the amount of \$32,700.00 for Fiscal Year 2021 – 2022.

4. Project Updates

- Don Griffin Trail
Phase III is in the final stage of the trail being paved.
- Barnes Boulevard Streetscape/Landscape
The beautification project is underway and the work will begin soon.
- Rockledge Community (Multi-purpose) Center at the McKnight Family Sports Complex
Staff is working with the architect to get this project moving forward.
- EV Charging Stations
The installation of the EV charging stations will begin this week at the City Hall/Civic Hub parking lot. They will have two (2) charging stations with four (4) ports.
- Thrifty Specialty Produce and Meats opened today. They will have an Open House Friday, July 29, 2022 at 10:00 a.m. with a ribbon cutting at 10:30 a.m.

5. UNFINISHED BUSINESS

- None

6. CONSENT BUSINESS

- None

7. NEW BUSINESS

- A. Approval: Proposed Fiscal Year 2022-2023 Community Redevelopment Agency Budget

City Manager Fettrow provided an overview of the structure of the Finance and Budget Committee and explained how much preparation is required to create the budget each fiscal year. In conclusion, it was stated that the budget is presented into a summary format for review and approval by the Community Redevelopment Agency.

Commissioner Lum moved to approve the proposed Fiscal Year 2022-2023 Community Redevelopment Agency budget and to forward the recommendation to City Council; motion seconded by Commissioner Monaco. The motion carried without objection.

- B. Approval: Rockledge Community Redevelopment Agency Audit Engagement Letter

Planning Director Cooper stated that the City is required by Statute and under Rules of the Auditor General to undergo a financial statement audit each year. In addition, it has been deemed necessary by the Florida Auditor General for Community Redevelopment Agencies to undergo independent audits to ensure compliance with existing laws. An engagement letter from Carr, Riggs & Ingram, LLC was provided for the Commission's consideration.

Commissioner Lum moved to approve the engagement letter with Carr, Riggs & Ingram, LLC for Fiscal Year 2022 auditing services and to forward the recommendation to City Council; motion seconded by Commissioner Fearon. The motion carried without objection.

8. REPORTS FROM COMMISSIONERS

- Commissioner Lum attended a Palm Bay City Council meeting.
- Planning Director Cooper stated the Rockledge Community (Multi-purpose) Center will be located at the McKnight Family Sports Complex.
- City Manager Fettrow invited the Commissioners to attend the Thrifty Specialty Produce and Meats ribbon cutting Friday, July 29, 2022 at 10:30 a.m.

9. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 5:43 p.m.

Respectfully submitted,

Tricia T. Olsson
Recording Secretary

Chairman, Board of Commissioners of the
Community Redevelopment Agency