

ROCKLEDGE COMMUNITY REDEVELOPMENT AGENCY
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

Thursday, November 18, 2021 - 5:30 p.m.

1. CALL TO ORDER / ROLL CALL

The Rockledge Community Redevelopment Agency Board of Commissioners met in regular session on November 18, 2021 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
	Joseph Miniclier	Commission Attorney
	Tricia T. Olsson	Recording Secretary

ABSENT:	Lynne Krnoul Roll	Commissioner (<i>excused</i>)
	David Bucher	Commissioner (<i>unexcused</i>)

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

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

2. APPROVAL OF MINUTES & ATTENDANCE RECORD

A. Meeting of October 27, 2021 (Regular Meeting)

Commissioner Monaco made a motion to approve the minutes and attendance record of the regular meeting on October 27, 2021; seconded by Commissioner Lum. The motion carried unanimously.

3. FINANCIAL REPORT

A. October 2021

Commissioner Lum moved to be in receipt of the financial report for the Rockledge Community Redevelopment Agency for the month of October 2021; motion seconded by Commissioner Monaco. The motion carried by unanimous vote.

4. REPORTS FROM STAFF / COMMITTEES

A. Progress Reports

Redevelopment Coordinator McDonald provided an update on the following:

1. Recent Events

- Rockledge Food Truck “Feast”-ival, held on November 6, 2021 at the Civic Hub

2. Upcoming Events

- Annual Light Up Rockledge and Festival of Trees, Saturday, December 4, 2021 at 6:00 p.m. at the Rockledge Civic Hub
- Annual Cocoa/Rockledge Holiday Parade, Saturday, December 11, 2021 at 2:00 p.m.

3. Façade Improvement Grant Program Update

- A total of \$67,050.46 in façade grant projects are in progress for Fiscal Year 2020 - 2021, and projects have been completed in the amount of \$2,094.48 for Fiscal Year 2021 – 2022.
- Redevelopment Coordinator McDonald gave an update on the façade improvement grant for Rockledge Liquors. It was reported that the owner, Janet Eshbaugh, sold the business on November 3, 2021. Due to this sale, the façade improvement grant was not transferrable to the new owners and was canceled.
- Redevelopment Coordinator McDonald provided an update on the progress of the RJM Merco (Carolina Pines) façade improvement grant and reported that the project was previously granted a one-year extension due to delays beyond their control as a result of the COVID-19 pandemic. However, the project is nearing completion, but with the economic and other impacts related to COVID-19, RJM Merco requested an additional one-year extension to complete painting, interior work, and the landscaping.

Attorney Kendall T. Moore was present in the audience to answer any questions.

Commissioner Lum moved to extend the façade improvement grant to RJM Merco (Carolina Pines) for an additional year to complete the project; seconded by Commissioner Monaco. The motion passed unanimously.

5. UNFINISHED BUSINESS

- None

6. CONSENT BUSINESS

- None

7. NEW BUSINESS

A. Approval: 2022 Meeting Schedule (Community Redevelopment Agency Board of Commissioners)

Redevelopment Coordinator McDonald presented the proposed meeting schedule for the 2022 calendar year, which must be established per Florida Statute. Due to the Thanksgiving holiday, Commissioners considered alternate dates for the November meeting, and a proposed date of November 30, 2022 was offered for consideration.

Commissioner Monaco moved to adopt the meeting schedule for the 2022 calendar year with the proposed date of November 30, 2022 for the regular meeting in November; motion seconded by Commissioner Lum. The motion passed without objection.

B. Approval: Selection of Chair and Vice Chair for 2022; Recommendation to City Council (Community Redevelopment Agency Board of Commissioners)

Redevelopment Coordinator McDonald reported that Florida Statutes require the City Council's approval of the chair and vice chair for the Community Redevelopment Agency Board of Commissioners. However, there is no term limit addressed, so once the recommendation has been made and approved, the officers remain in effect until a reappointment is recommended by the Board.

Chairman Inman opened the floor for nominations for the Office of Chair. Attorney Miniclier explained the nominating and voting process for Chair and Vice Chair.

Commissioner Lum nominated Commissioner Inman.

No other nominations were heard. Chairman Inman closed the floor.

Commissioner Lum moved to elect Commissioner Inman as Chair; seconded by Commissioner Sanders. The motion carried unanimously, and Commissioner Inman was declared Chair by acclamation.

The floor was opened for nominations for Vice Chair.

Commissioner Sanders nominated Commissioner Monaco.

No other nominations were heard. Chairman Inman closed the floor.

Commissioner Lum moved to elect Commissioner Monaco as Vice Chair; seconded by Commissioner Sanders. The motion carried without objection, and Commissioner Monaco was declared Vice Chair by acclamation.

C. Approval: Façade Improvement Grant – Thrifty Specialty Produce & Meats of Rockledge, LLC – 920 Barton Blvd.

Staff clarified the application process for the grants per the City of Rockledge of one grant application per fiscal year and explained that the applicant is

again eligible in fiscal year 2021 – 2022 to apply for another Façade Improvement Grant. Staff noted that the façade improvement grant application process permits applicants to have an outstanding grant amount in a previous fiscal year and apply for another grant in the subsequent fiscal year.

Redevelopment Coordinator McDonald presented the façade improvement grant for Thrifty Specialty Produce & Meats of Rockledge, LLC, 920 Barton Boulevard, for installation of new landscaping in the parking lot of the plaza. The applicant obtained requisite cost estimates for the landscaping and chose the lower bid from US Lawns. The total cost of the project is \$29,834.00, and the applicant requested a Façade Improvement Grant in the amount of \$10,000.00.

Planning Director John Cooper explained that the owner ‘and/or’ tenant application is not a conflict and allows for both a tenant and owner to apply for façade improvement grants at the same time. Attorney Miniclier further explained the word “or” means one or the other or both, which does not interfere with the application process for the owner and tenant.

John Newton, Project Manager, 1217 South Riverside Drive, Indialantic, provided information on the proposed landscaping plans and reported that an opening date has not been set due to a delay on an order of an electric transformer, which is needed for store operation. Mr. Newton shared information about some other potential businesses coming into the shopping center and explained that Brevard County Emergency Management may utilize the parking lot as a vaccination site through the end of 2021.

City Manager Fettrow expounded on the vaccination site in Rockledge and shared that John Scott of Brevard County Emergency Management reached out to the City regarding the use of the Thrifty Specialty Produce & Meats parking lot as a vaccination site.

Commissioner Monaco moved to approve the façade improvement grant for Thrifty Specialty Produce & Meats of Rockledge, LLC in the amount of \$10,000.00; motion seconded by Commissioner Lum. The motion passed by unanimous vote.

- D. Approval: Façade Improvement Grant – JPA Properties II, LLC – 920 Barton Blvd.

Redevelopment Coordinator McDonald reported that a façade improvement grant application was submitted by JPA Properties II, LLC, 920 Barton Boulevard, to install new lights in the parking lot and exterior lights on the buildings. The applicant also plans to repave the entire plaza parking lot. The applicant obtained the requisite cost estimates for proposed work. Florida Bulb & Ballast, Inc. quoted \$60,243.39 and was the low bidder for the installation of lights. Freehill Asphalt quoted \$29,550.00 for the parking lot repaving, which was also the lowest quote for that portion of the project. The total cost of the project is \$89,793.39, and the applicant requested a Façade Improvement Grant in the amount of \$10,000.00.

John Newton, Project Manager, 1217 South Riverside Drive, Indialantic, FL elaborated on the proposed work illustrated in the application.

Commissioner Lum moved to approve the façade improvement grant for JPA Properties II, LLC in the amount of \$10,000.00; seconded by Commissioner Monaco. The motion carried unanimously.

E. Discussion: Barton Boulevard Road Diet – Concept Options

Planning Director Cooper presented Barton Boulevard Road Diet Concept Options and gave a background of the study done by BusinessFlare to rebrand Barton Boulevard to make a more visible downtown area. The project may require a road diet plan to target traffic and make downtown Rockledge a destination. Planning Director Cooper provided a handout to the Commissioners showing two road diet concepts, and he explained that the area of Barton Boulevard could be narrowed from Cedar Street to Murrell Road, which would slow and target traffic to the downtown area. Planning Director Cooper further explained that this project would revitalize this area for future development. This project will require traffic studies and meetings with area business owners and the community, and the Commission would consider paying for the studies in the future.

City Manager Fettrow addressed the Federal infrastructure funds and stated that it would not be until 2025 – 2026, at the earliest, when these funds are distributed. City Manager Fettrow also clarified that a letter sent out by a concerned business owner to Barton business owners erroneously indicated that the project was proceeding without public input; however, City Manager Fettrow assured the Commission that this project is only in the beginning stages, no decisions have been made, and there will be a public input process.

Planning Director Cooper reported that this area would be accessible to people with ambulatory concerns as well as for all modes of transportation. Planning Director Cooper further explained that this project would create 253 parking spaces, which would be needed for large events at the Civic Hub.

City Manager Fettrow provided more information on the land owned by the City of Rockledge and discussed the vision of the revitalization of the downtown area and the potential uses of this property in the future.

Planning Director Cooper addressed questions about some of the other future businesses interested in coming to Rockledge.

City Manager Fettrow thanked the Commissioners for their input and positive responses to this discussion.

8. REPORTS FROM COMMISSIONERS

- o None

9. ADJOURN

There being no further business to come before the Commission, Chairman Inman declared the meeting to be adjourned at 6:29 p.m.

Respectfully submitted,

Tricia T. Olsson
Recording Secretary

Chairman, Board of Commissioners of the
Community Redevelopment Agency