

CITY OF GREEN COVE SPRINGS COMMUNITY REDEVELOPMENT AGENCY

321 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA
THURSDAY, JULY 11, 2024 – 10:00 AM



MINUTES

Call to Order

Chairman Royal called the meeting to order at 10:00am.

Roll Call

Members Present: Commissioner Andrea Vallencourt, Vice Chair Heather Boucher, Chairman Van Royal

Members Absent: Commissioner Kristen Burke, Commissioner Mitch Timberlake

Staff Present: Gabriel Barro, Staff Planner, Lyndie Knowles, Development Services Representative, Heather Fincher, Public Information Officer, Michael Daniels, Development Services Director, Jim Arnold, City Attorney, Mike Null, Assistant City Manager, Steve Kennedy, City Manager

APPROVAL OF MINUTES

1. Approval of the Minutes of the April 4, 2024 meeting

Motion was made to approve the minutes of the April 4, 2024 meeting.

Motion made by: Vice Chair Boucher, Seconded by Commissioner Vallencourt
Voting Yay: Commissioner Vallencourt, Vice Chair Boucher, Chairman Royal

Motion passed.

ACTION ITEMS

2. Review of the Public Art Workshop.

Development Services Director Michael Daniels Introduced Em Schaefer of Inspire Placemaking. Ms. Schaefer shared the conceptual ideas resulting from the public workshop held on Tuesday April 9th. She explained that the Inspire team gathered all the ideas from the public workshop and then spent a day creating samples of public art creations to present to the CRA.

The 4 types of projects were utility boxes, trashcans, historic plaques and storm drains.

Resident Felica Hampshire asked about the possibility of expanding the plaques to include historic churches in the area. Chairman Royal explained that there is definitely an opportunity to expand it to include churches and to also gain support of churches and businesses in the community for those plaques in a future phase. .

Chairman Royal also stated that one of the things he liked about the concept drawings was that they didn't stick out and make the unsightly items show more. He prefers our art to blend in and beautify the unappealing. Vice Chair Boucher also enjoyed the subtlety of the art in the examples. Commissioner Vallencourt also liked the idea and thought they were tasteful.

Commissioner Vallencourt and Chairman Royal spoke to how we proceed through the process. Director Daniels then explained that the next step with the Inspire scope is to create an public art standard operating procedure and present that to the board next.

Ms. Schaefer proposed a question to the CRA on which logo they would like to use, the City seal or the Downtown Core logo. Vice Chair Boucher said that one thing she would consider is how often we might rebrand the Downtown logo as opposed to the City seal. All commissioners agreed that the plaques should use the City seal but that the other art could incorporate either logo.

Chairman Royal wanted to know when the next meeting to discuss the procedures and budget. Director Daniels said a special session could be scheduled before the end of August ahead of the regular quarterly meeting in October.

No vote was needed on this item.

3. 2024/25 CRA Budget

Development Services Director Michael Daniels presented the projected budget amount for the CRA funds. The majority of the funds would be used to start the public art program and the remaining funds to be allocated to fund facade grants in the CRA. He gave an overview of how our facade grants have been handled in the past. The grant requirements and match amounts can be reconfigured.

Vice Chair Boucher inquired about the rate of code enforcement cases in the CRA. She would be more inclined to add code enforcement grants. Commissioner Vallencourt seconded the idea of putting money toward helping the code enforcement issues/properties in disrepair.

Chairman Royal would like to see the utility boxes, trash cans and storm drains in and around the Walnut Street project to take priority and then many do a phased implementation of the plaques to keep the cost down. Commissioner Vallencourt brought up maybe having businesses sponsor the hotel plaques if they are located on/near their property. Vice Chair Boucher would like to see a more balanced budget for the items. Chairman Royal mentioned he would like to see other items like sidewalk repairs/parking spaces/mobility in the downtown area.

The City will review and present any ideas that can be completed with the current funding.

No vote was needed on this item.

4. Review of the CRA Interlocal Agreement.

It was discovered that due to a paperwork error, the Interlocal Agreement was not executed by all parties. The Clay County Board of County Commissioners officially approved the Interlocal

Agreement with the City of Green Cove Springs on Tuesday, July 23, 2024. There were no changes. The CRA now needs to approve it and it needs to be signed by the Chair.

Motion was made to approve the Interlocal Agreement as presented.

Motion made by Vice Chair Boucher, Seconded by Commissioner Vallencourt
Voting Yay: Commissioner Vallencourt, Vice Chair Boucher, Chairman Royal

Motion passed.

DISCUSSION ITEMS

BOARD BUSINESS

NEXT MEETING: October 3, 2024 at 10:00am

Adjournment

The meeting was adjourned by Chairman Royal at 11:05am.

CITY OF GREEN COVE SPRINGS, FLORIDA

B. Van Royal, Chairman

Attest:

Lyndie Knowles, Development Services Rep.