

# **CRA Board Meeting**

## **October 13, 2025**

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The City of Live Oak Community Redevelopment Agency met on Monday, October 13, 2025 at 5:00 p.m. in City Hall. Those present were: Board Chairman Matt Campbell, Board Member Tommie Jefferson, Board Member Vanessa Robinson, Board Member David Alford, Board Member Gladys Owens, Board Member Cindy Robinson, City Clerk John Gill and sitting in for CRA Attorney Todd Kennon is Attorney Stephen Mercer. Absent: Board Member Tammy Mobley.

Chairman Campbell called the meeting to order.

Board Member Jefferson led the invocation, which was followed by the Pledge of Allegiance to the Flag.

Chairman Campbell proceeded to the first item on the agenda regarding the approval of the agenda, with any additions, deletions or changes. Board Member C. Robinson moved to approve the agenda as presented, which Board Member Alford seconded. The motion carried unanimously.

Chairman Campbell proceeded to the next item on the agenda, approval of the minutes from the September 23<sup>rd</sup> CRA regular board meeting. Board Member Jefferson moved to approve the meeting minutes as presented, which Board Member Alford seconded. The motion carried unanimously.

Chairman Campbell then opened the floor for public comments. With none heard, Chairman Campbell closed the floor for public comments.

Chairman Campbell proceeded to the next agenda item, discussion and possible board action reclassifying BSG 2026-01 as a "Large Project" as defined under Grant Scoring in the Business Startup Brochure allowing for the possible disbursement of additional reimbursement funds. CRA Coordinator Christian Dixon explained that the applicant requested additional funds based on new square footage that was not calculated in the previous grant scoring. Mr. Dixon advised that the applicant is eligible for up to \$15,000 because of the additional square footage. Board Member V. Robinson asked if the CRA staff checked for themselves the new square footage, at which time Mr. Dixon replied no. Board Member V. Robinson asked Mr. Dixon if the recalculation was brought back to the property appraiser Mr. Dixon stated that it was not brought back to the property appraiser. Mr. Dixon advised that he will reach out to the property appraiser with the adjusted square footage. Board Member Alford made a motion to conditionally approve the reclassifying BSG 2026-01 as a "Large Project" contingent on staff review of the square footage, which Board Member Owens seconded. The motion carried unanimously.

Chairman Campbell proceeded to discussion with possible Board action regarding a request for an additional \$5,000 in reimbursement funds for BSG 2026-01 as submitted by the grant recipient. Mr. Dixon explained that because the project is a comprehensive build out, staff recommends approval. The applicant, Leslie Smith spoke giving explanation of the build out. Board Member Owens made a motion to conditionally approve BSG 2026-01, which Board Member Alford seconded. The motion carried unanimously.

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Chairman Campbell proceeded to discussion with possible Board action regarding a request for an additional \$5,000 in reimbursement funds for BSG 2026-02 as submitted by the grant recipient. Mr. Dixon stated that staff recommends approval. Board Member Alford made a motion to conditionally approve BSG 2026-02, which Board Member Jefferson seconded. The motion carried unanimously.

Chairman Campbell proceeded to the Portable Restroom Trailer Request. Mr. Dixon explained that Suwannee Springcrest's is requesting use of the portable restroom for their Fall Festival on October 31, 2025 at no cost, staff recommends approval. Board Member Jefferson made a motion to approve the request for the use of the portable restroom trailer, which Board Member Alford seconded. The motion carried unanimously.

Chairman Campbell proceeded to discussion with possible Board action regarding the retroactive approval and reimbursement for the removal of trees at Heritage Park and Garden. CRA Director Nicholas Frigiola explained that some of the trees are in danger of falling on buildings and pathways. The CRA has set aside \$12,500 for such projects. The project is in the amount of \$15,800 and the remaining will be divided between Parks & Recs for the city and the county. Board Member Alford made a motion to approve reimbursement for the removal of trees at Heritage Park and Gardens, which Board Member Owens seconded. The motion carried unanimously.

Chairman Campbell proceeded to the update on the finding of necessity and CRA Plan Rewrite through Inspire Placemaking. Mr. Frigiola explained that staff will be meeting at the FRA Conference and will have a clearer idea of the plan.

With no further business the meeting was adjourned.

Board Member Matt Campbell  
CRA Chairman

Attest:  
John Gill  
City Clerk