City of Live Oak
Community Redevelopment Agency Meeting Minutes
October 27, 2026

The City of Live Oak Community Redevelopment Agency met on Tuesday, October 27, 2026 at 5:30 p.m. in City Hall for a regularly scheduled meeting. Those present were: Board Chairman Matt Campbell, Board Member David Alford, Board Member Gladys Owens, Board Member Vanessa Robinson, Board Member Cindy Robinson, Board Member Adam Collins, Board Member Heather Scheu and City Clerk John Gill.

Chairman Campbell called the meeting to order.

Chairman Campbell 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 approval of the agenda, with any additions, deletions or changes. Board Member V. Robinson made motion 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 regarding approval of the September 8, 2026 special called CRA meeting minutes and September 22, 2026 regular CRA Board meeting minutes. Board Member Alford made a motion to approve both sets of minutes which, Board Member Owens seconded. The motion carried unanimously.

Public Comment: Chairman Campbell opened the floor for public comments. With none heard, the Board proceeded to the next item.

Business Incentive Grant: CRA Director Nicholas Frigiola presented the proposed Business Incentive Grant (BIG) program, intended to combine the existing facade and business development grant programs into a single, streamlined application process. He explained that the proposed three-tier program would include a smaller grant of up to $5,000, a second tier with reimbursement of up to 90 percent not to exceed $50,000, and a third tier for significant historic or large-scale redevelopment projects with a maximum award of $100,000.

Mr. Frigiola reviewed eligible exterior and interior improvements, including signage, painting, lighting, parking areas, plumbing and structural or code-related work. He explained that the proposed application period would begin October 1 and close February 1, allowing staff time to assist applicants with documentation before presenting eligible projects to the Board. Board members were invited to review the draft and provide comments. No action was taken.

Regular Board Meeting Schedule: The Board reviewed the proposed regular meeting calendar and discussed changing the November meeting to avoid the Thanksgiving holiday. Following discussion, the original motion and second were withdrawn. The Board agreed to schedule the next CRA meeting for November 10, 2026 at 5:00 p.m., immediately before the City Council meeting. Board Member C. Robinson made a motion to approve the 2026-2027 CRA Regular Board Meeting schedule along with the next CRA meeting for November 10, 2026 at 5:00 p.m., immediately before the City Council meeting which, Board Member Scheu seconded. The motion carried unanimously.

CRA Plan and Infrastructure Updates: Mr. Frigiola reported that Inspire Placemaking had indicated the CRA plan rewrite was approximately 94 percent complete and that an update might be available at the November 10 meeting. He also reported that work had begun on potable water main improvements.

Downtown Beautification Initiative: Mr. Frigiola provided an update on the previously approved

downtown beautification work. The proposed mural at Festival Park was being developed with community input and could feature trains, the river and native vegetation. Staff was also exploring additional mural opportunities and possible seating improvements.

Mr. Frigiola discussed plans to add holly trees among existing palm trees along U.S. Highways 90 and 129. Board members discussed maintenance, falling palm fronds, storefront visibility and alternative tree varieties. Staff advised that irrigation had been checked and that proposed plantings would be coordinated with Suwannee County and the Florida Department of Transportation before installation. No additional Board action was taken.

Heritage Square Phase Two: Mr. Frigiola presented proposed solar-powered lighting for Heritage Square, including programmable lighting and motion-activated features. The estimated project cost, including installation, was $76,466. He explained that the lighting would complement the previously adopted master plan and help complete the site before a grand opening.

Project and Procurement Specialist Riley Shockley explained the proposed use of an existing Sourcewell competitively procured contract through a piggyback purchasing process. The City Attorney advised that the procurement documentation would need to be reviewed for compliance with City requirements and that a resolution would be prepared before final approval. The presentation was informational, and no contract or expenditure was approved at this meeting.

The next scheduled CRA Board meeting was announced for November 10, 2026 at approximately 5:00 p.m.

Adjournment: With no further business, a motion to adjourn was made and the meeting was adjourned.

Board Member Matt Campbell
CRA Chairman

Attest: John Gill
City Clerk