

## **MINUTES**

**CITY OF BROOKSVILLE, FLORIDA  
COMMUNITY REDEVELOPMENT AGENCY (CRA)  
EXECUTIVE REVIEW COMMITTEE (ERC)  
COMMERCIAL PROPERTY IMPROVEMENT MATCHING GRANT PROGRAM  
MEETING**

**City Hall Council Chambers, 201 Howell Avenue, Brooksville, FL 34601**

**October 16, 2015 – 2:00 PM**

Bill Geiger, Community Development Director/Community Redevelopment Agency Executive Director, opened the meeting at 2:00 p.m. All those present introduced themselves.

*ERC Members Present:* Bill Geiger, Community Development Director/Community Redevelopment Agency Executive Director; Steve Gouldman, City Planner; Sara Mayor, Department of Public Works; Tannette Gayle, Finance Director and Jennifer Battista, recording secretary.

*Applicant Present:* Adele Van Sciver, President, GFWC Brookville Woman's Club

### **CRA APPLICATION**

**Applicant Name: GRWC Historic Brooksville Woman's Club**

**Property Address: 131 S. Main Street, Brooksville, Florida**

Bill Geiger, Community Development Director/Community Redevelopment Agency (CRA) Executive Director, advised that the application for consideration is for an exterior property improvement grant for property located at 131 S. Main Street. He invited applicant, Adele Van Sciver, to address the project. Ms. Van Sciver began by stating that the building was built in 1932 and is in need of improvements to the exterior and upgrades to the electric. The project will include outside lights and electrical outlet(s) out at the street for events such as the Christkindle event to be held on December 12th. The wooden front porch will be replaced with concrete to match the existing porch so that it looks original and a railing will be installed to meet ADA requirements. Gutters will be installed in an effort to redirect water run-off issues.

In response to Steve Gouldman's question, Ms. Van Sciver responded that black gutters are in keeping with the age of the building and will match the black trim. A new exterior paint scheme, new shutters and a kitchen renovation will be a future project, but not part of this grant. She further explained the confusing quote offered by M.D. Seamless

Gutters, adding that she does not plan to use this company for this project as the quote was more expensive.

CRA Executive Director Geiger advised Ms. Van Sciver that all contractors will need to be licensed and obtain permits, if required.

Motion:

Motion was made by Sarah Moyer and seconded by Steve Gouldman to approve the CRA improvement grant as presented at a project cost of \$5,000, with a CRA grant match of \$2,500 for 131 S. Main Street. Motion carried 4-0.

CRA Executive Director Geiger advised that if the project cost is within \$1,000 of the overall \$5,000 project cost, the CRA-ERC would honor the CRA match. Mr. Geiger advised that this property has already received CRA property improvement grant funding within the last five years. The overall project cost of that prior project will be added to this project total to determine the “project costs to date” and the ratio of grant money eligible will be changed accordingly if another grant is applied for. A total of \$10,000 is the maximum amount allowed for a property within a five year period.

Ms. Van Sciver was presented with the grant award letter approving the project. She was also given a sign to post on the property in accordance with the CRA Grant Application Guidelines.

**ADJOURNMENT**

Meeting adjourned at 2:29 p.m.

*Jennifer J. Battista*  
*Recording Secretary*