



## **City of Brooksville**

# **COMMUNITY REDEVELOPMENT AGENCY EXECUTIVE REVIEW COMMITTEE MEETING**

**Tuesday, February 9, 2016  
3:30 PM**

**The City of Brooksville Community Redevelopment Agency (CRA) Executive Review Committee (ERC) will meet in the Council Chambers at City Hall, 201 Howell Avenue, City of Brooksville, FL, at 3:30 PM, Tuesday, February 9, 2016.**

**The purpose of this meeting is to review a CRA Commercial Property Improvement Matching Grant Program Application for property located at 210 W. Jefferson Street, Brooksville, FL.**

**For more information, please contact Bill Geiger, Community Development Director, at (352)540-3810.**

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact Telina Dowdell, ADA Coordinator, no later than 48 hours in advance of the meeting at (352)540-3810. Meeting agendas and supporting documentation are available on line at [www.cityofbrooksville.us](http://www.cityofbrooksville.us).

Any person desiring to appeal any decision with respect to any matter considered at this meeting may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and, therefore, must make arrangements for a court reporter to ensure that a verbatim record of the proceeding is made.



**CITY OF BROOKSVILLE COMMUNITY REDEVELOPMENT AREA  
COMMERCIAL PROPERTY IMPROVEMENT MATCHING GRANT PROGRAM APPLICATION**

BUSINESS NAME: \_\_\_\_\_

APPLICANT NAME: Robert A. Buckner

PROPERTY ADDRESS: 210 W. Jefferson St. Brooksville, FL

TELEPHONE: 352-796-4544 (day) \_\_\_\_\_ (evening)

APPLICANT'S EMAIL ADDRESS: robert@rbuckner.com

**TYPE OF IMPROVEMENT PLANNED (please check all that apply):**

Ext. Renovation  Painting \_\_\_\_\_ Landscape \_\_\_\_\_ Electrical \_\_\_\_\_

Signage \_\_\_\_\_ Awning \_\_\_\_\_ Parking Area \_\_\_\_\_ Other \_\_\_\_\_

General Description of Proposed project: Install 8' roll up door

**PROJECT PROPOSAL ON IMPROVEMENTS (attach the following):**

1. Summary of the scope of work to be performed. Include descriptions or samples of proposed colors and/or materials where applicable.
2. Detailed plans and specifications to implement the scope of work (8.5"x14" or smaller – provide an electronic version).
3. Outline total estimated renovation timeline including project start and end dates.
4. Provide existing site information (site plan/survey) with photographs showing existing structure and grounds.
5. Provide three (3) all inclusive bids supporting project cost estimates.
6. Proof of property ownership and authorization must be provided.

ESTIMATED TOTAL COST OF PROPOSED IMPROVEMENTS: \$ 3,800.<sup>00</sup>

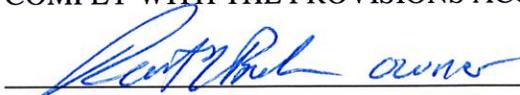
ESTIMATED AMOUNT OF GRANT ASSISTANCE REQUESTED: \$ 1,900.<sup>00</sup> (50%)

I UNDERSTAND THAT IN ORDER FOR MY REQUEST FOR GRANT FUNDING TO BE APPROVED, I MUST AGREE TO THE FOLLOWING CONDITIONS:

1. To follow the Architectural Design Guidelines and recommendations as approved by the Community Redevelopment Agency.
2. To adhere to the application procedures and guidelines as specified in this document or be subject to formal proceedings and a lien against the property.
3. That I shall incur all initial project costs and receive reimbursement only after:
  - A. All improvements have been completed.
  - B. Final inspections of the improvements are approved.
  - C. Proof of payment for project costs has been provided to the Community Redevelopment Agency.
4. Additional improvements or changes not approved in advance will not be funded.
5. Grant awards will be based on lowest bid. You must get approval from the Community Redevelopment Agency ERC to use another bid or you will only be reimbursed based on the lowest bid amount. Approval for accepting other than the lowest bid may be accomplished during your application presentation to the Agency.
6. Your attendance at the Community Redevelopment Agency ERC meeting in City Hall when your application is reviewed is mandatory so as to allow the Agency to request any clarification or make suggestions that may improve your application.
7. Applicant agrees to install a specific grant award sign on site, provided by the Community Redevelopment Agency staff, from the start of the project and for thirty (30) days after its completion.

**ACKNOWLEDGEMENT OF CONDITIONS**

I ACKNOWLEDGE THAT I HAVE RECEIVED AND UNDERSTAND ALL OF THE COMMUNITY REDEVELOPMENT AREA COMMERCIAL PROPERTY IMPROVEMENT MATCHING GRANT PROGRAM PROCEDURES AND REQUIREMENTS AND WILL COMPLY WITH THE PROVISIONS ACCORDINGLY.

  
\_\_\_\_\_  
APPLICANT SIGNATURE and TITLE

2/4/16  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
PROPERTY OWNER SIGNATURE

2/4/16  
\_\_\_\_\_  
Date

## **CRA Grant Application**

**Robert A. Buckner**

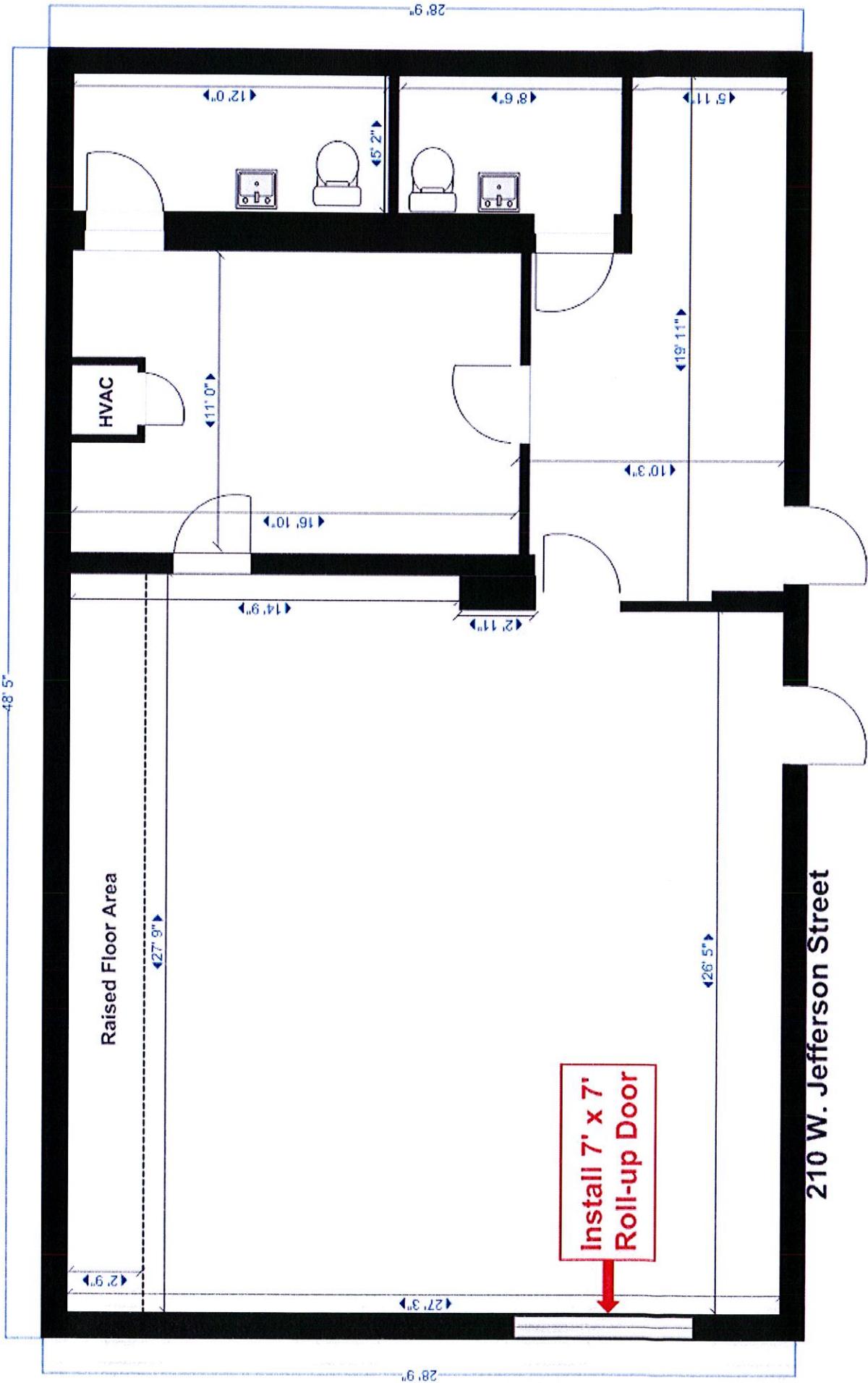
**210 W. Jefferson St.**

**Brooksville, FL 34601**

The tenant business must have the ability to install equipment with a seven foot wall or door opening to relocate their business at 210 W. Jefferson St. The best alternative is to install a 7' by 7' insulated roll-up door to accomplish the task. The scope of work requires removal of a portion of an exterior concrete block wall and interior drywall, install steel rebar in an open block column and pour concrete to support a lintel to be installed, and thence install the roll-up door with trim carpentry. Any existing electric service outlets to be moved or terminated at the junction box. The door color will be white.

The timeline is contingent upon door availability and special order delivery, but all work to be completed in 1-3 days upon door availability and demolition work to be performed on a Saturday (February 12, 2016).

The lowest bid was \$3,553, but did not include permit and drywall repair, or unforeseen contingencies. Thus, the estimated gross project cost is \$3,800 +/-.

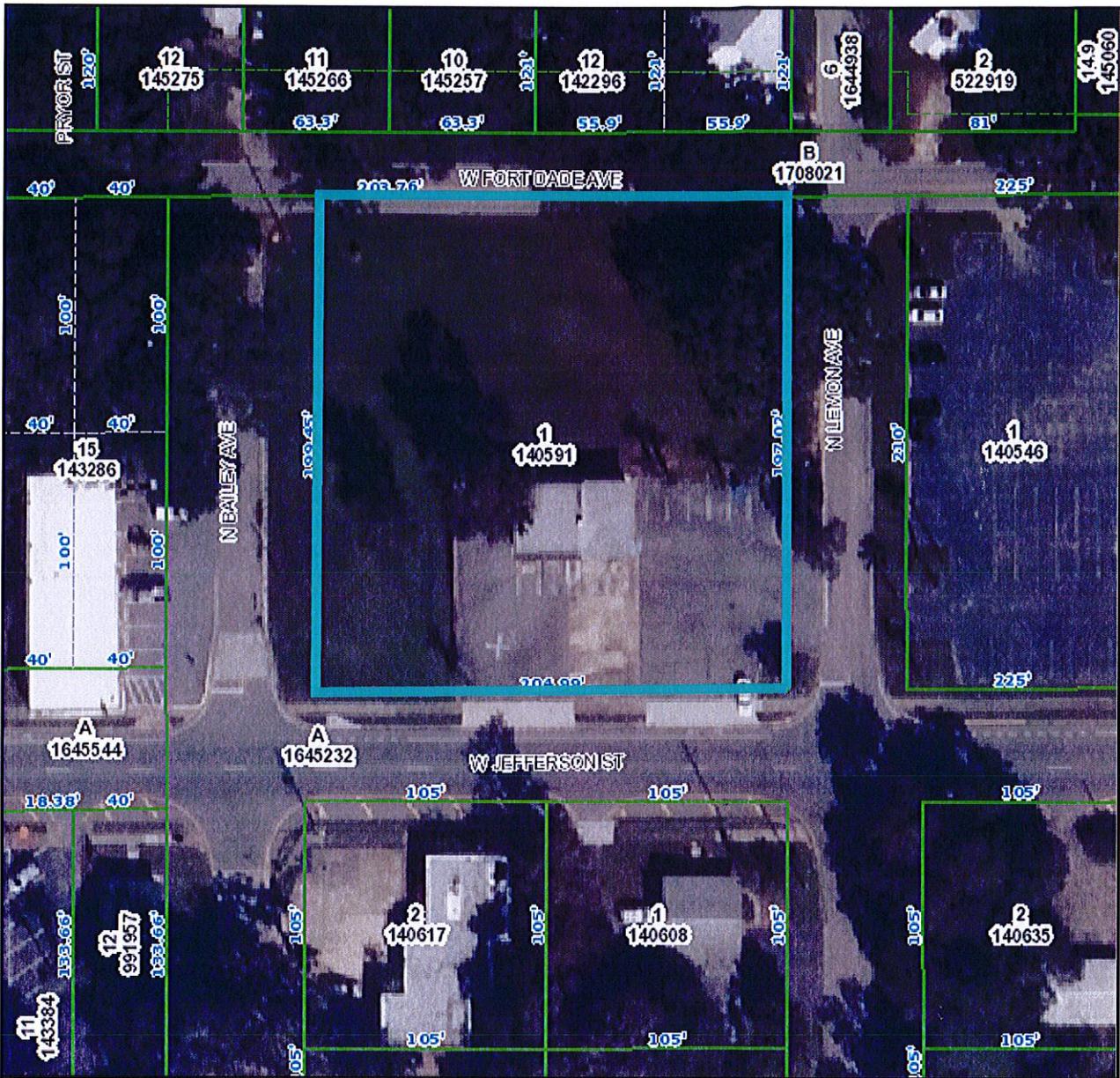


Raised Floor Area

HVAC

Install 7' x 7'  
Roll-up Door

210 W. Jefferson Street



<b>Hernando County Property Appraiser</b>	
John C. Emerson, CFA - Brooksville, Florida - 352-754-4190	
<b>PARCEL:</b> R22 222 19 1480 0060 0010	<b>KEY:</b> 140591
<b>BROOKSVILLE TOWN OF ALL OF BLK 6 OR 869 PG 361</b>	
Name: BUCKNER ROBERT A	
Site: 210 W JEFFERSON ST	
Mail: 11 N MAIN ST	
BROOKSVILLE FL 34601-2808	
Last Sale: 09/19/2003 \$125,000.00 (Q)	Levy Code: CWBE



This information was derived from data which was compiled by the Hernando County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the market value, ownership, or zoning of the property. Zoning information should be obtained from the Hernando County Development Department. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property Appraiser's office. The assessed values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

Treelawn Builders  
 P.O. Box 506  
 Brooksville, FL 34605-0506

# Estimate

Date	Estimate #
12/30/2015	00033-81

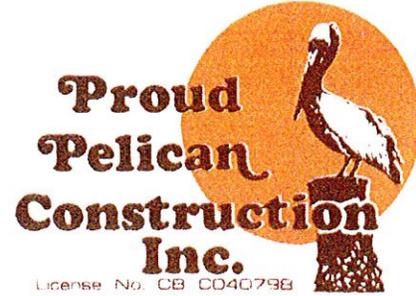
<b>Name / Address</b>
Robert A. Buckner & Associates 11 N. Main Ave. Brooksville, FL. 34601

<b>Project</b>

Description	Qty	Rate	Total
project address 210 West Jefferson St. Brooksville, Fl. 34601  Remove block wall, prep opening to receive an 8' wide 7' high insulated roll up door. Install a 8' wide 7' high insulated roll up door. Removed material will be loaded onto a trailer Provided by Robert Buckner to be used at his discretion. Dry wall and painting by others cost of building permit not included ;should be between 50.00 and 100.00 dollars.	1	3,533.50	3,533.50
Thank you for the opportunity to bid on your construction needs		<b>Total</b>	\$3,533.50

January 25, 2016

Mr. Robert Buckner  
11 N. Main St.  
Brooksville, FL 34601



RE: Repairs  
210 West Jefferson St.  
Brooksville, FL 34601

### PROPOSAL

1.	Furnish and Install one 7'x7'8" roll-up insulated door including:	
A.	Required structural drawings for permitting	\$ 500.00
B.	City of Brooksville permit fee Allowance	\$ 250.00
C.	Demolition of drywall and block	\$ 550.00
D.	Temporary wall for security	\$ 250.00
E.	Block repair, steel tie-in, lentiil install and lentiil pump	\$2,400.00
F.	Drywall repair	\$ 600.00
G.	One Cookson rolling steel insulated roll-up door with a R-8 value meeting Florida Energy Code, Florida Building Code and Florida Product Approval	\$2,970.00
H.	Paint touch ups inside and outside, entire wall	\$ 500.00
I.	Electrical	\$ 450.00
J.	Supervision, Insurance, Trash removal, temp toilet	<u>\$1,900.00</u>
K.	Exclusions:	
a.	Telephone and Security	
b.	Floor covering	
c.	Any item not specifically mentioned above	
		<u>\$10,370.00</u>
	Contractor's Fee	<u>\$ 1,037.00</u>
	Total	<u>\$11,407.00</u>

This proposal becomes a contract when approved by the Owner and accepted by Proud Pelican Construction, Inc.

APPROVED:

ACCEPTED:

\_\_\_\_\_  
Owner

*Ray W. Atkins*  
\_\_\_\_\_  
Proud Pelican Construction, Inc.

\_\_\_\_\_  
Date

*1-25-16*  
\_\_\_\_\_  
Date

**RESSEL INC**  
**11117 CINDY DRIVE**  
**BROOKSVILLE, FL 34601**  
Phone: 352-799-1365

January 18, 2016

To: Robert A. Buckner and Associates, Inc.  
11 N. Main Street  
Brooksville, Fl 34601

RE: Cut in garage door @ 210 W. Jefferson Street

***PROPOSAL***

RESSEL CONSTRUCTION CO., INC. proposes to furnish all labor and material to perform services necessary to complete the following scope of work:

1. Furnish engineered drawings for permitting.
2. Cut opening in existing block wall 8'0" x 8'0".
3. Block in sides and install precast lintel.
4. Pour new precast lintel and side block.
5. Move existing electrical in wall.
6. Repair drywall @ opening.
7. Install new 8'-0" X 8'-0" insulated roll up door
8. All clean-up.

**NOTE:** Painting by Owner

All of the work is to be completed in a substantial and workmanlike manner according to standard practices and according to all applicable law and/or codes for the sum of **Five thousand, six hundred sixty dollars (\$5,660.00)**. Any alterations or deviation from the above will be executed only upon written order for same.

Workers Compensation Insurance, Employers Liability Insurance, Comprehensive General Liability Insurance and such other insurance as may be required, shall be maintained throughout the life of the Contract. Any deviations shall be noted.

James P. Ressel, President  
CBC029021