

**CITY OF BROOKSVILLE
COMMUNITY REDEVELOPMENT AGENCY (CRA)
COUNCIL CHAMBERS
201 HOWELL AVENUE
BROOKSVILLE, FL 34601**

MINUTES

March 21, 2016

7:00 P.M.

Brooksville Community Redevelopment Agency met with Chairman Natalie Kahler and Board Members Robert Battista, Frankie Burnett, Betty Erhard, and William Kemerer. Also present were Clifford A. Taylor, City Attorney; T. Jennene Norman-Vacha, City Manager; Virginia Wright, city Clerk; Mike Walker, Parks, Facilities & Recreation Director; Tannette Gayle, Director of Finance; Bill Geiger, CRA Executive Director, Steve Gouldman, City Planner; Richard Radacky, Public Works Director; George Turner, Police Chief and David Freda, Fire Chief.

REGULAR AGENDA

Appeal to Denial of a CRA Commercial Exterior Improvement Grant Application for Property located at 2 S. Lemon Ave.

Bill Geiger, Executive Director of the Community Redevelopment Agency, provided historical information on the creation of the commercial exterior grant program in 2009, adding that over 20 property owners have been the recipients of grant funding. Each application received is reviewed and one of the requirements is that the application must be approved prior to the work is that is done. If the work is already done, it is an ineligible project for funding. CRA Executive Director Geiger stated that this requirement was apparently unknown or misunderstood by the applicant and an application was submitted post construction. For consideration at this meeting is an appeal of action taken at staff level wherein the grant application at 2 S. Lemon Street was deemed ineligible for funding.

CRA Chairman Kahler declared a conflict of interest and would be filing the appropriate forms with the City Clerk. She advised that the contractor, John Cavalier, is her direct supervisor on the Board at Chinsegut Hill.

Board Member Erhard's asked about how the public is made aware of this program. CRA Executive Director Geiger stated there were open houses held to introduce the grant program and he routinely advises property owners about the program and distributes application packets. There have been no prior appeals of decisions such as this or of any other related nature.

Board Member Kemerer questioned and CRA Executive Director Geiger answered that the contractor was the one who initially received the grant application packet in this instance. There was discussion on how to ensure that the owner is made aware of the application process requirements.

Board Member Burnett stated his opinion is that Merritt Funeral Home has been in the community for many years and has done a great job with this improvement and offered that he would be in favor of approving this grant match funding request.

David, Lynn and Joe Merritt were present to represent their appeal and to answer any questions that the CRA Board may have. They distributed before and after pictures of the project to the Board.

Motion:

Motion was made by Erhard and seconded by Burnett to approve the grant application.

Board Member Kemerer wanted it made clear that there would be post-grant application requirements that would need to be adhered to by the applicant.

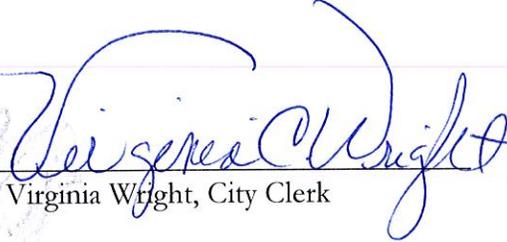
Motion carried 4-0 with Chair Kahler abstaining from voting.

Kemerer further stated that to avoid this in the future, he would like there to be written acknowledgement at the time the application is distributed which would state that the owner is aware and understands the requirements of the grant process. CRA Executive Director Geiger suggested that the property owner could sign an affidavit at the time the grant application is given to the owner and this affidavit could become part of the application process. CRA Board Member Burnett expressed his opinion that staff could draft this affidavit and bring it back to the CRA for approval. Each Board Member agreed to this.

ADJOURNMENT

There being no further business to consider, the Brooksville Community Redevelopment Agency adjourned at 8:11 p.m.

ATTEST:


Virginia Wright, City Clerk


Natalie Kahler, Chairman