

## **MINUTES**

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

**City Hall Joseph E. Johnston, III, Council Chambers, 201 Howell Avenue,  
Brooksville, FL 34601**

**January 31, 2018 – 2:00 PM**

Bill Geiger, Community Redevelopment Agency's Executive Director, opened the meeting at 2:04 p.m. All those present introduced themselves.

*ERC Members Present:* Bill Geiger, Community Redevelopment Agency's Executive Director; Steve Gouldman, City Planner; Jim Delach, Finance Director; Richard Radacky, Public Works Director and Jennifer Battista, recording secretary.

*Applicant Present:* Timothy and Deborah Mullins

### **CRA APPLICATION**

**Applicant Name: Timothy and Deborah Mullins**

**Property Address: 140 S. Main Street, Brooksville, Florida 34601**

CRA Executive Director Geiger advised that this application is to replace the lime rock driveway with an asphalt driveway. The upgrade on the driveway meets the intent of the grant guidelines which is to improve the value of properties within the CRA District and create curb appeal. CRA Executive Director Geiger went on to state that this property was previously used for several commercial businesses and past owners have done a nice job with the upkeep of the property. It is currently being used as a residence by Mr. and Mrs. Mullins.

In response to Public Works Director Radacky's question, CRA Executive Director Geiger went over the boundaries of the CRA District. He informed those present that subject property is zoned commercial. He added that even though most properties within the CRA District are zoned commercial, residential properties in the District would be eligible for consideration as they contribute to the tax base in the area and the intent of the program is to increase property values and positively improve the appearance of the property.

Discussion ensued regarding Public Works Director Radacky's question regarding the drainage of the property, especially as it relates to the driveway. CRA Executive Director Geiger advised that Mr. Radacky and his staff may want to look at the site and it was decided to do a field inspection after the meeting.

City Planner Gouldman called attention to the three quotes submitted and advised that the \$6,750.00 quote from Gude Paving included one load of base, if needed. Tim Mullins confirmed this, adding that this would be the quote that they would like the CRA ERC to approve.

Motion:

Motion was made by Delach and seconded by Gouldman to approve the quote for \$6,750.00 from Gude Paving, which would result in a CRA grant reimbursement amount of \$3,375.00. Motion carried 4-0.

CRA Executive Director Geiger advised that when the project is complete, the applicant would need to submit receipts showing payment, along with a completed W-9 form. He went on to explain the requirements of the grant should the applicant wish to submit another grant application within a five year time frame.

In response to Deborah Mullin's question regarding a potential application for a new roof on a building located on the property, CRA Executive Director Geiger advised that it would be eligible for consideration as long as it is visible from the road and is not a flat roof.

An approval letter was give to Mr. and Mrs. Mullins and a CRA property improvement grant sign was given to them to post.

**ADJOURNMENT**

Meeting adjourned at 2:25 p.m.

*Jennifer J. Battista*  
*Recording Secretary*