



**CITY OF BROOKSVILLE
COMMUNITY REDEVELOPMENT AGENCY (CRA)
EXECUTIVE REVIEW COMMITTEE (ERC)**

COMMERCIAL PROPERTY IMPROVEMENT MATCHING GRANT PROGRAM MEETING

MINUTES

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

January 6, 2022 – 2:00 PM

Verl Emrick, CRA Executive Director, Member of the Community Redevelopment Agency's Executive Review Committee, opened the meeting at 2:00 pm.

ERC Members Present: Verl Emrick, CRA Executive Director; Steve Gouldman, City Planner; Autumn Sullivan, Finance Director; Paul Booth, Public Works Director; Ronald Snowberger, City Manager and Concetta Cook, Recording Secretary.

Applicant Present: Robert Buckner

CRA GRANT APPLICATION

Applicant Name: Robert A. Buckner & Associates, Inc.

Property Address: 161 E Jefferson St, Brooksville, Florida 34601

CRA Executive Director Emrick opened the meeting stating Mr. Buckner has asked to amend the original application to include replacement of exterior windows. The original application approved the replacement of the roof on December 13, 2021. At the time, the window replacement was not a critical priority and there was no firm commitment for a tenant. However, a firm commitment has now been secured. Replacement of windows is needed for occupant's display purposes.

Mr. Buckner stated the new proposed tenant in the building wants and needs the windows to be changed, and was one of the elements to close the deal. Mr. Buckner respectfully requests the committee to include the window replacement in the lower unit. Mr. Buckner received one bid for the windows. The second bid was held up by the contractor since he has not worked due to contracting the coronavirus.

Mr. Emrick stated the total investment for the windows is \$4,837.00 therefore the grant would be in the amount of \$2,418.50. To reiterate, the grant awarded for the roof replacement on December 13, 2021 was in the amount of \$11,972.50 and the grant request for an amendment to include the windows is \$2,418.50, for a grand total of \$14,391.00.

Mr. Emrick asked if there are no other questions, is there a motion for approval.

Motion:

Motion was made by Paul Booth to approve the grant award in the amount of \$2,418.50, seconded by Ronald Snowberger. Motion carried 4-1.

A CRA grant sign was previously given for posting at the December 13, 2021 meeting and the approval letter will be mailed to the applicant.

ADJOURNMENT

Meeting adjourned at 2:12 pm

Concetta Cook
Recording Secretary