



**A REGULAR MEETING MINUTES
COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD MEETING MINUTES
December 6, 2011**

1. CALL TO ORDER

Chairman Larry Cappleman called the meeting of the Community Redevelopment Agency Advisory Board to order at 5:00 pm in the 3rd Floor Conference Room of City Hall.

2. ROLL CALL AND DETERMINATION OF QUORUM

A quorum was declared present at 5:00 pm.

Present: Board Members: Chairman Larry Cappleman, Vice Chair Bob Battaglia, Alan Haughey, Kelly Randall, Charles Roper, and Sandy Schupp. City Staff: Economic Development Director Tanja Gerhartz, Executive Assistant Amy Martello, Comptroller Brian Stobreck, and Community Development Administrative Specialist Corrina Williams.

Absent: Board Members: John Kirby unexcused, Joy Boulter unexcused, .

Arrived Late: Board Members: Alan Haughey

3. APPROVAL OF MINUTES

Motion made by Charles Roper to approve the regular meeting minutes of October 11, 2011. Seconded by Bob Battaglia and carried unanimously 6-0.

Arrived Late: Board Members: Alan Haughey – 5:05.

4. DISCUSSION – DOWNTOWN BUSINESS FAÇADE MATCHING GRANT PROGRAM - APPLICATIONS

CRA BFMGP-04: 2-12 W. Plant Street
24-28 S. Main Street
(The Bond Building at Plant and Main Street)

Economic Development Director Tanja Gerhartz presented a combined downtown business façade matching grant application inclusive of two buildings for the boards review and consideration of approval. The work described to be completed by The

Bond Foundation, Inc. was a significant renovation project (over \$1 million) qualifying the applicant for the maximum grant allocation of \$20k per building.

The Architectural Review and Historic Preservation Board (ARHPB) has reviewed and approved the project. Building permits were issued and the project is estimated to be complete in mid January 2012.

General discussion was made among the board members and City Staff. Derek Blakeslee, representative for the Bond Foundation, was present and answered general questions from the Board. Chairman Larry Cappleman disclosed that the Bond Foundation is a client but the business relationship does not generate a conflict of interest for the purpose of this item.

Motion made by Ronald Sikes to make the recommendation to the CRA of the façade matching grant to authorize the disbursement of up to \$20,000 dollars for each building CRA BFMGP-04 proposal. Seconded by Alan Haughey and carried unanimously 7-0.

5. DISCUSSION – BROWNFIELD GRANT APPLICATION UPDATE

Economic Director Tanja Gerhartz presented an update on the City of Winter Gardens application for a “Brownfield Grant” for the remediation of the City’s property located at 848 E. Plant Street.

General discussion was made with regard to the progress the City is making with the Department of Environmental Protection and affirmed the submission of a grant application with the support of the City and endorsement letter from Chairman Larry Cappleman from the CRAAB for a clean-up and remedial action plan at the 848 E. Plant Street property. The estimated costs for the remediation is \$590,000 and the City has budgeted \$175,000 toward the project and the grant application is for an additional \$200,000 to apply toward the remediation.

6. MEMBER INPUT

Charles Roper invited the board to the West Orange Chamber After Hours Event on Thursday 12/8/2011 at the Garden Theatre / Roper Garden Building from 5:30 pm till 7:30 pm. Non-wrapped toys will be collected at the event and the cost is \$5.00 for Chamber and \$10.00 for Non-Chamber.

7. ADJOURNMENT

Meeting adjourned at 5:20 pm.

ATTEST:

APPROVED:

Administrative Specialist Corrina Williams

Chairman Larry Cappleman