

Agenda
City of Dunnellon
Historic Preservation Board
20750 River Drive, Dunnellon, FL 34431
Tuesday, April 11, 2023 at 5:30 p.m.
PLEASE TURN CELL PHONES OFF

<https://dunnellon.zoom.us/j/81173560015?pwd=bFo2R0ZzM3d0MUExdFhmME5kYmRBUT09>

Meeting ID: 811 7356 0015

Dunnellon Historic Preservation Board meeting will be held on April 11, 2023, at 5:30 p.m. at Dunnellon City Hall.

PUBLIC COMMENT

Anyone who wishes to provide public comment will be able to do so by participating in the Historic Preservation Board meeting in person, or via Zoom "AUDIO ONLY" platform and/or telephone, by speaking during the public comment portion of the meeting when recognized per the instructions below or by submitting written comments, evidence and/or written testimony in advance of the meeting via email to the Community Development Planning Assistant at kwyen@dunnellon.org. Members of the public who would like to participate are encouraged to register in advance by Noon, Tuesday, April 11th.

For the convenience of our citizens and the public, we livestream Historic Preservation Board meetings on Zoom and YouTube. If the livestream is interrupted or compromised due to technical or other issues, the meeting may continue as normal and will not be paused or postponed. If you wish to ensure your ability to access the meeting to provide public comment, please attend the meeting in person.

Instructions on How to Listen and/or Participate in the Meeting: [Meeting Instructions](#).

One or more City Council members may be in attendance at this meeting and may speak.

Call to Order

Pledge of Allegiance

Roll Call

Proof of Publication: The agenda was posted on the City's website and City Hall bulletin board on April 4, 2023.

1. Meeting Minutes For Approval
February 14, 2023 (backup to be provided)

March 14, 2023

Documents:

[MARCH 14 2023 MINUTES.PDF](#)

2. Approval Of Grant Reimbursement HPBG 2023-07, Rick Dunn
Location: 11892 Illinois Street

Requesting: Façade Improvement Grant Fund reimbursement in the amount of \$5,000.00 for landscape cleanup, relining of parking spaces, repair of damaged façade, exterior pressure washing and painting of the non-contributing building exterior at 11892 Illinois Street.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

3. Reports And Updates

- Chairman
- Members
- Staff

4. Public Comment

5. Adjournment

Any person requiring a special accommodation at this meeting or hearing because of a disability or physical impairment should contact the City Clerk at (352) 465-8500 at least 48 hours prior to the proceeding.

If a person desires to appeal any decision with respect to any matter considered at the above meeting or hearing, he or she will need a record of the proceeding. For such purpose, he or she may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based. The City is not responsible for any mechanical failure of recording equipment.

**Agenda
City of Dunnellon
Historic Preservation Board
Tuesday, March 14, 2023 at 5:30 p.m.**

<https://dunnellon.zoom.us/j/86987007142?pwd=QWFwU2VtRXBjakU2ZFZES1pzNldRdz09>

Meeting ID: 869 8700 7142

Chairman Kiefer called the meeting to order at 5:34 p.m. and led the Pledge of Allegiance.

Roll Call

Members:

Scott Kiefer, Chairman
Wil Martins, Member
Viola Soffe, Member
Jane Keele, Member
Dane Myers, Member

Staff:

Mandy Odom, City Clerk

Proof of Publication:

The agenda was posted on the city's website and City Hall bulletin board on March 7, 2023.

1. Approval Of Grant Reimbursement HPBG2023-05

Applicant: Rick Dunn
Location: 11871 Illinois St.

Requesting: Façade Improvement Grant Fund reimbursement of \$4,742 for the installation of an irrigation system, new landscaping for the front yard and a decorative fence for the side yards for the non-contributing structure at 11871 Illinois Street.

Chairman Kiefer called for a motion to approve. Member Soffe motioned to approve the requested grant fund reimbursement for an irrigation system, new landscaping, and a decorative fence. Member Keele seconded the motion. A vote was taken and the motion passed 5-0.

2. Approval Of Grant Reimbursement HPBG2023-04

Applicant: Brad Czarnecki
Location: 20575 Walnut Street

Requesting: Façade Improvement Grant Fund reimbursement of \$5,000 for front porch replacement of the contributing main home at 20575 Walnut Street.

Chairman Kiefer called for a motion to approve. Member Myers motioned to approve the requested grant fund reimbursement for a front porch. Member Soffe seconded the motion. A vote was taken and the motion passed 5-0.

3. Application for Grant Funds HPBG2023-10

Applicant(s): Practical Behavior Solutions, LLC (Adrienne Ellers)
Location: 11808 N. Ohio St.

Requesting: Façade Improvement Grant Fund reimbursement of \$5,000 Grant funds for exterior preparation and painting.

Chairman Kiefer said the grant is for residential structures (according to the grant guide). Mrs. Odom verified the application does indicate residential. The item was postponed until clarification is received regarding eligibility for a commercial property in a residentially zoned area to qualify for grant funds.

Chairman Kiefer called for a motion to approve. Member Keele motioned to postpone review of this request for grant funding until a later date after clarification of eligibility is received. Vice-Chair Martins seconded the motion. A vote was taken and the motion passed 5-0.

4. Discussion – Revisions To Façade Improvement Grant Policy And Process

Item postponed until April meeting to allow opportunity for Mrs. Odom and Mrs. Wyen to discuss changes and develop a final document outlining changes.

Mrs. Odom asked the board if anyone cannot access their city email. Vice-Chair Martins, Member Soffe, and Member Myers cannot access their city emails. Mrs. Odom showed the board how to access the city email. Mrs. Wyen will provide paper instructions at the April meeting. Mrs. Odom clarified that non-ADA compliant backup documents are emailed to the boards one week prior to the meeting.

5. Reports And Updates

None

6. Public Comment

None

7. Adjournment

Chairman Kiefer called for a motion to adjourn at 5:58 p.m. Member Myers motioned to adjourn. Member Keele seconded the motion. A vote was taken and the motion passed 5-0.

Penned Signature of
Scott Kiefer, Chairman

Penned Signature of
Mandy Odom, City Clerk

**City of Dunnellon
Agenda Summary Form**

Meeting Date: April 11, 2023

Responsible Dept.: Community Development
Presenter: Kelly Wyen
Recommended Action: Approve Expenses for Reimbursement

Subject: Application Number HPBG 2023-07 Historic Preservation Board Grant \$5,000.00 Invoice Reimbursement

Request for Approval Summary Explanation & Background:

Mr. Rick Dunn is requesting reimbursement in the amount of \$5,000.00 for landscape cleanup, relining of parking spaces, repair of damaged façade, exterior pressure washing and painting of the non-contributing building exterior at 11892 Illinois Street.

The Historic Board approved the original grant application on January 10, 2023 in the amount of \$5,000.00, and the CRA Board approved the grant application on February 13, 2023.

It is staff recommendation this item be approved.

*The complete backup package will be emailed to all board members and is available electronically to the public upon request to (352) 465-8500 x1010. For printed copies, please contact the Clerk's office, (352) 465-8500, press 1. Applicable per page fees will apply.