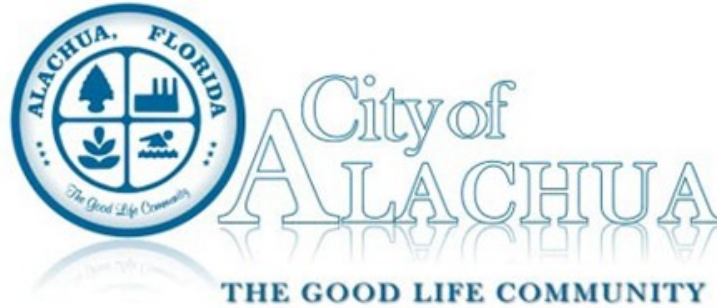




Chair Gib Coerper
Vice Chair Edward Potts
Member Dayna Miller
Member Jennifer Ringersen
Member Shirley Green Brown

City Manager Mike DaRoza
City Attorney Marian Rush

The Community Redevelopment Agency will conduct a
Special Community Redevelopment Agency Meeting
At 5:00 PM

to address the item(s) below.

Meeting Date: October 7, 2024

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

Community Redevelopment Agency Meeting

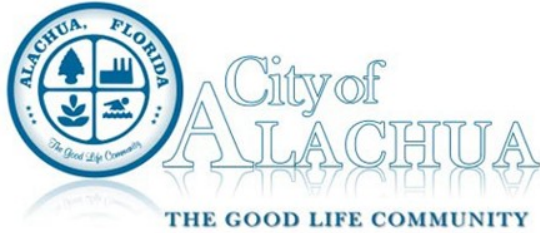
Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

I. NEW BUSINESS

- A) CRA RESOLUTION 25-01 CORRECTING PREVIOUSLY ADOPTED CRA RESOLUTION**
- B) CRA RESOLUTION 25-02 BUSINESS FAÇADE GRANT PROGRAM APPLICATION**

ADJOURN



Commission Agenda Item

MEETING DATE: October 7, 2024

SUBJECT: CRA Resolution 25-01 Correcting Previously Adopted CRA Resolution

PREPARED BY: Adam Hall

RECOMMENDED ACTION:

Adopt Resolution 25-01

Summary

At the regular meeting of the CRA, held on September 9, 2024, the CRA voted to adopt Resolution CRA24-04, pertaining to the proposed budget for the CRA. However, this Resolution number had been previously used on May 6, 2024 to appoint a citizen to the CRA Advisory Board. The Resolution proposed for this meeting (Resolution CRA 25-01) will renumber the Resolution CRA 24-04 considered at the September 9, 2024 CRA meeting to Resolution CRA 24-05.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

COMMISSION GOALS

ATTACHMENTS

1. Resolution CRA 25-01

RESOLUTION CRA25-01

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF ALACHUA, FLORIDA, SOLEY TO CORRECT THE NUMBER OF RESOLUTION CRA24-04, AS ADOPTED ON SEPTEMBER 9, 2024, TO RESOLUTION CRA24-05, PROVIDING AN EFFECTIVE DATE.

R E C I T A L S

WHEREAS, on September 9, 2024, the CRA adopted Resolution CRA24-04 (“Prior Resolution”); and,

WHEREAS, the number of this Prior Resolution was a scrivener’s error; and,

WHEREAS, the CRA wishes to correct the error by changing the Prior Resolution number to hereinafter read CRA24-05,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA:

- 1. Recitals:** The above recitals are true and correct and are incorporated into this Resolution.
- 2. Renumbered:** The Prior Resolution shall be CRA24-05, *nunc pro tunc*.
- 3. Effective Date:** The effective date of this Resolution shall be September 9, 2024.

DULY ADOPTED in special session, this 7th day of October, 2024.

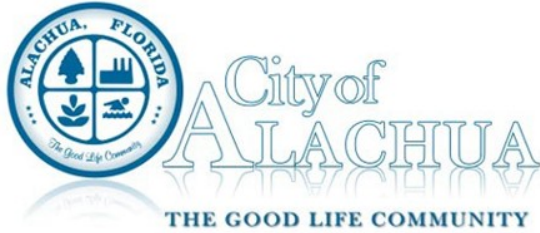
**COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF
ALACHUA, FLORIDA**

Gib Coerper, CRA Chair

ATTEST:

Mike DaRoza, CRA Executive Director

City of Alachua Community Redevelopment Agency



Commission Agenda Item

MEETING DATE: October 7, 2024

SUBJECT: CRA Resolution 25-02 Business Façade Grant Program Application

PREPARED BY: Susan King

RECOMMENDED ACTION:

Staff recommends that the Community Redevelopment Agency: (1) find the Business Façade Grant Program Application, submitted by Rick Robertson for improvements to a building located at 14920 Main Street, to be consistent with the Business Façade Grant Program Policies and Procedures: and (2) Adopt Resolution 25-02.

Summary

This application is a request by **Rick Robertson**, applicant, property owner and principal of **Conestogas Restaurant Inc.**, requesting the approval of a Community Redevelopment Agency (CRA) Business Façade Grant Application for Project improvements to a building located at **14920 Main Street**.

The Project improvements proposed by the applicant include the following: **two (2) new fixed awning frames, each 32 feet in length, with the black fabric covers to be installed in the front of the Conestogas Restaurant.** Resolution CRA19-01 established the Business Façade Grant Program (the Program) as well as the Program's Policies and Procedures. Resolution CRA22-04 amended the Business Façade Grant Program Policies and Procedures to increase the maximum matching grant amount. The general purpose of the Program is to provide assistance to rehabilitate the facades of commercial buildings within the Community Redevelopment Area. In order to be eligible for the Program, projects must improve the aesthetics of the exterior façade of a commercial building and facilitate redevelopment consistent with the CRA Community Redevelopment Plan. Project improvements must also be compatible and complimentary to buildings located on either side of the street in the area surrounding the Project building. To support that the Project meets the requirements of the Program Policies and Procedures, the applicant has submitted: **sketches of the proposed improvements; color samples; pictures of the existing building and its current condition; two written contractor estimates; proof of current property taxes; copy of Local Business Tax Receipt; and proof the property is current in utility bills.** Staff has reviewed the application and supporting materials submitted by the applicant, and finds that the application meets the requirements of the Business Façade Grant Program Policies and Procedures, including: applicant and property eligibility; property and occupant requirements; project requirements; and the minimum requirements for applications and supporting materials. The application and supporting materials are attached to this agenda item.

The Program provides a 50% matching grant between \$500 and \$12,500 for actual Project costs. The total estimated Project cost is \$12,260.00; therefore, the maximum grant award is \$6,130.00.

At their September 16, 2024, meeting, the CRA Advisory Board (CRAAB) voted in favor of transmitting the façade grant application to the CRA with a recommendation to approve.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. Resolution CRA 25-02 Rick Robertson, Conestogas Restaurant
2. Exhibit A to Resolution 25-02 Scope of Work
3. Exhibit B to Resolution 25-02 Funding Agreement
4. Exhibit A to Funding Agreement Facade Grant Application Package
5. Exhibit B to Funding Agreement Request for Reimbursement
6. Exhibit C to Funding Agreement Policies and Procedures
7. Funding Priority Sheet
8. Presentation

RESOLUTION CRA25-02

A RESOLUTION OF THE CITY OF ALACHUA COMMUNITY REDEVELOPMENT AGENCY (CRA) AWARDING A BUSINESS FAÇADE GRANT TO RICK ROBERTSON, CONESTOGAS RESTAURANT INC. (HEREINAFTER “GRANT RECIPIENT”) IN AN AMOUNT NOT TO EXCEED \$6,130.00. REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE CORRECTION OF SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the CRA adopted revised Business Façade Grant Program Policies and Procedures (hereinafter “POLICIES AND PROCEDURES”) on May 9th, 2022 to implement the Business Façade Grant Program of the CRA (hereinafter “PROGRAM”) including partially reimbursing the cost of a Façade Project (hereinafter “PROJECT”);

WHEREAS, all of these activities are directly and indirectly related to implementing the City of Alachua CRA Amended Community Redevelopment Plan and the CRA Market Study and Economic Development Implementation Plan;

WHEREAS, GRANT RECIPIENT has demonstrated their desire to enhance the physical, economic, and aesthetic appeal of a business located at 14920 Main Street, (hereinafter “PROPERTY”) located within the CRA;

WHEREAS, GRANT RECIPIENT has agreed to rehabilitate the façade(s) of a commercial building in accordance with the plans and materials provided in GRANT RECIPIENT’S Business Façade Grant Program Application (hereinafter “APPLICATION”), attached hereto as Exhibit A, and incorporated herein by reference;

WHEREAS, the CRA wishes to approve and award a business façade grant to GRANT RECIPIENT.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA:

- 1. Recitals:** The above recitals are true and correct and are incorporated into this Resolution.

- 2. Approval:** The CRA approves the Grant award to GRANT RECIPIENT in an amount not to exceed \$6,130.00, for the PROJECT, as set forth in Exhibit A.
- 3. Funding:** Funding of the Business Façade Grant shall be facilitated in accordance with the Business Façade Grant Funding Agreement, a copy of which is attached hereto and incorporated herein as Exhibit B. The Executive Director of the CRA is authorized to execute the Façade Grant Funding Agreement on behalf of the CRA.
- 4. Severability:** It is the declared intent of the CRA that if any section, sentence, clause, phrase, or provision of this Resolution for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this Resolution, and the remainder of this Resolution after the exclusion of such part or parts shall be deemed to be valid.
- 5. Correction of Scrivener's Errors:** The CRA Executive Director or designee is authorized to correct any typographical errors, incidental omissions, or corrections for consistency which do not affect the intent of this resolution. The corrected copy shall be posted in the public record.
- 6. Repealing Clause:** All Resolutions or parts thereof which are in conflict with this Resolution are hereby repealed.
- 7. Effective Date:** That this Resolution shall become effective upon passage.

DULY ADOPTED in special session, this 7th day of October, 2024.

COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF
ALACHUA, FLORIDA

Gib Coerper, CRA Chair

ATTEST:

Mike DaRoza, CRA Executive Director

Scope of Work

New-style, fixed awnings over windows that will replace 25-year-old side awnings, including framework and cover. “Wagon” entrance will stay as its. Awning was recently damaged by hurricane Debby.

Current Condition



Proposed Improvements - Photorealistic Rendering



FAÇADE GRANT FUNDING AGREEMENT

THIS FAÇADE GRANT FUNDING AGREEMENT (hereinafter “AGREEMENT”) is made by and between the City of Alachua Community Redevelopment Agency (hereinafter “CRA”) and Rick Robertson, Conestogas Restaurant Inc., (hereinafter “GRANT RECIPIENT”) this 7th day of October, 2024.

RECITALS

WHEREAS, GRANT RECIPIENT has demonstrated a desire to rehabilitate the physical, economic, and aesthetic appeal of business and all the property located at **14920 Main Street, Alachua, FL 32605**, within the CRA Area (hereinafter “PROPERTY”); and

WHEREAS, GRANT RECIPIENT has agreed to rehabilitate the façade(s) of the PROPERTY in accordance with the plans and materials provided in GRANT RECIPIENT’s Business Façade Grant Program Application (hereinafter “APPLICATION”), attached hereto as Exhibit A; and

WHEREAS, the rehabilitation of the PROPERTY directly and indirectly relates to implementing the City of Alachua CRA Amended Community Redevelopment Plan and the CRA Market Study and Economic Development Implementation Plan; and

WHEREAS, on September 10, 2018, the CRA authorized \$25,000 of budgeted CRA “Grants and Aids” funds for the renovation of PROPERTY in accordance with the terms and conditions of the Business Façade Grant Program (hereinafter “PROGRAM”); and,

WHEREAS, on **October 7, 2024**, the CRA approved awarding a business façade grant (hereinafter “GRANT”) to GRANT RECIPIENT in an amount not to exceed **\$6,130.00**; and,

WHEREAS, the CRA and GRANT RECIPIENT by this AGREEMENT provide for the commitments of CRA and GRANT RECIPIENT to further the purposes stated herein.

THEREFORE, in consideration of the mutual covenants of this AGREEMENT, CRA and GRANT RECIPIENT agree as follows:

SECTION 1. Recitals. The above Recitals are true and correct and are incorporated into this AGREEMENT.

SECTION 2. Authority. This AGREEMENT is entered pursuant to the provisions of Chapter 163, Part III, Florida Statutes; and other applicable provisions of law.

SECTION 3. Funding. GRANT RECIPIENT agrees and acknowledges that funding this GRANT is contingent upon cash availability of Tax Increment Revenues allocated to the CRA. The CRA has no obligation to encumber or expend any funds unless and until such funds are received for the CRA.

SECTION 4. Covenants of CRA. CRA agrees to, as herein provided, reimburse GRANT RECIPIENT in an amount not to exceed **\$6,130.00**, for the Façade Project (hereinafter “PROJECT”) located at PROPERTY upon completion of PROJECT.

SECTION 5. Covenants of GRANT RECIPIENT. GRANT RECIPIENT agrees:

- A. To improve PROPERTY in accordance with the plans and materials provided in GRANT RECIPIENT’s APPLICATION, attached hereto as Exhibit A.
- B. To complete and submit to the CRA the Business Façade Grant Program Request for Reimbursement Form (hereinafter “REIMBURSEMENT FORM”), attached hereto as Exhibit B, to document all PROJECT payments and expenses in the form of copies of any and all payments

and invoices related to the PROJECT as an attachment to REIMBURSEMENT FORM.

- C. To keep the PROPERTY maintained and not make any substantial changes to the PROJECT improvements without approval by the CRA for two years after the completion of the PROJECT.
- D. To comply with to the terms specified in the adopted Business Façade Grant Program Policies and Procedures (hereinafter "POLICIES AND PROCEDURES") attached hereto as Exhibit C.

SECTION 6. Method of Payment.

- A. GRANT RECIPIENT shall receive funds in the form of reimbursement payment. CRA shall disburse the reimbursement based on paid invoices attached and listed on a REIMBURSEMENT FORM submitted to CRA by GRANT RECIPIENT. Reimbursement shall be provided only for expenses related to the PROJECT as described in the plans and materials provided in GRANT RECIPIENT's APPLICATION attached hereto as Exhibit A. Modifications to these plans are only eligible for reimbursement if prior approval is received from the CRA Executive Director or CRA.
- B. The REIMBURSEMENT FORM and all required documentation of all PROJECT costs shall be submitted by GRANT RECIPIENT after AGREEMENT is fully executed and PROJECT is complete.
- C. GRANT RECIPIENT must provide documentation of all PROJECT costs including cancelled checks, detailed invoices, paid receipts, and signed statement attesting to the PROJECT costs incurred.
- D. Invoices shall describe with reasonable detail each expense incurred, the date thereof, check number and amount of expense.
- E. GRANT RECIPIENT must provide proof of payment for PROJECT improvements and appropriate documentation or data to support charges. Documentation supporting all expenses shall be attached to REIMBURSEMENT FORM.
- F. The REIMBURSEMENT FORM shall contain the signature of GRANT RECIPIENT and shall constitute GRANT RECIPIENT's representation to the CRA of the following:
 - i. The expenses incurred listed on the REIMBURSEMENT FORM have reached the total allowed by the PROGRAM and have been incurred in accordance with the terms and conditions of the Program;
 - ii. All incurred PROJECT expenses have been paid in full by the GRANT RECIPIENT ; and,
 - iii. No reimbursement requested has been submitted to or previously reimbursed by any other public or private organization or person.
 - iv. That all representation on the Reimbursement Forms, including all attachments to it, are true and correct.
- G. GRANT RECIPIENT agrees and understands that in order to be eligible for reimbursement funding all amounts requested on REIMBURSEMENT FORM must have been paid by GRANT RECIPIENT. Payment means that the items requested for reimbursement have been paid by delivery to the payees either by hand delivery or by depositing into United States mail. Undelivered disbursements of GRANT RECIPIENT will not be eligible for reimbursement by CRA under any circumstances. CRA reserves the right to require further documentation prior to payment or to verify evidence of completion for an item submitted, in CRA's sole discretion.
- H. Invoices and expenses initiated by GRANT RECIPIENT and submitted with the REIMBUREMENT FORM must comply with the terms of this AGREEMENT and POLICIES AND PROCUDURES.
- I. GRANT RECIPIENT shall submit REIMBURSEMENT FORM by U.S. Mail postmarked on or before **April 7, 2025** or by hand delivery to CRA staff at (City Hall, located at 15100 NW 142nd Terrace, Alachua, FL, 32615, on or before **April 7, 2025**. REIMBURSEMENT FORMS mailed to CRA shall be sent to the following address:
 City of Alachua
 Attn: CRA Coordinator
 P.O. Box 9
 Alachua, FL 32616-0009

SECTION 7. Default. Should GRANT RECIPIENT violate any of the above covenants in this Agreement including covenants in Exhibit A, B, and C attached hereto, GRANT RECIPIENT shall be subject to all remedies set forth in Exhibit C and may be excluded in the CRA's sole discretion from receiving reimbursement or from participation in future grants.

SECTION 8. Term. Unless extended by mutual Agreement by CRA and GRANT RECIPIENT, or unless otherwise provided herein, this AGREEMENT shall be for a period not exceed six (6) months starting the date executed by the CRA Executive Director and shall expire on **April 7, 2025**.

SECTION 9. Effective Date. AGREEMENT shall be effective upon the date of the last signature on it.

SECTION 10. Severability. If any provision of AGREEMENT is declared void by a court of law, all other provisions will remain in full force and effect.

SECTION 11. Exhibits. All exhibits attached to this AGREEMENT are incorporated in and made part of AGREEMENT by reference.

SECTION 12. Amendment. Any amendment of this AGREEMENT shall be by mutual agreement in writing and shall be signed by recipient and approved by the CRA.

SECTION 13. Independent Parties. GRANT RECIPIENT is acting as an independent and separate party and not as an agent, employee, partner, joint venturer, or associate of CRA. GRANT RECIPIENT is solely responsible for the means, method, technique, sequence and procedure utilized by GRANT RECIPIENT in the full performance of AGREEMENT.

GRANT RECIPIENT:

Name:

Title: Applicant

Date:

Signature:

GRANT RECIPIENT WITNESS:

Name:

Title:

Date:

Signature:

CITY OF ALACHUA CRA:

Mike DaRoza

CRA Executive Director

Date:

Signature:

CITY OF ALACHUA WITNESS:

Name:

Title:

Date:

Signature:

Exhibits:

EXHIBIT A- BUSINESS FAÇADE GRANT PROGRAM APPLICATION

EXHIBIT B- BUSINESS FAÇADE GRANT PROGRAM REQUEST FOR REIMBURSEMENT FORM

EXHIBIT C- BUSINESS FAÇADE GRANT PROGRAM POLICIES AND PROCEDURES



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Business Facade Grant Program Application

CONTACT INFORMATION:

Applicant Information

Applicant name: CONESTOGAS RESTAURANT
 Mailing Address: PO BOX 117, ALACHUA, FL 32616-0117
14920 MAIN ST, ALACHUA, FL 32615
 Phone/Cell #: 352-363-9878 / 386-462-1294
 Email: hlr@atlantic.net

Property Owner Information

If the applicant is not the property owner, a Property Owner Authorization Form must be completed and submitted with this Application.

Property Owner Name: RIK ROBERTSON
 Mailing Address: PO BOX 117, ALACHUA, FL 32616

Phone/Cell #: 352-363-9878
 Email: hlr@atlantic.net

Business Owner Information

Business Owner Name: RIK ROBERTSON
 Mailing Address: SAME

Phone/Cell #: SAME
 Email: SAME

City Local Business Tax Receipt Number:

SITE IDENTIFICATION AND HISTORY

Name of business or site: CONESTOGAS RESTAURANT
 If property is not occupied will it be occupied upon completion of the project?
 Location Address: 14920 MAIN ST.
 Year building was constructed: 1890 / 1950
 Tax Parcel Number: # 03618-000-000 PROP ID # 14579
 Existing Use: RESTAURANT
 Proposed Use: RESTAURANT

What is the current condition of the building facade? Response may be separately attached.

AWNING IS DAMAGED FROM DEBBY (hurricane)

SCOPE OF WORK

Provide a 1-2 paragraph summary of the proposed improvements and how the proposed improvements will enhance the Community Redevelopment Area. Response may be separately attached.

NEW STYLE AWNINGS OVER WINDOWS THAT WILL REPLACE
25 YEAR OLD SIDE AWNINGS.
WAGON ENTRANCE WILL STAY AS IS.

REQUIRED MATERIALS TO SUBMIT WITH APPLICATION

Please include the following attachments with your application before you submit:

- ☒ Current photos of building and issues that will be resolved under the Program.
- ☒ Signed and sealed plans (if required by City Building Department for the type of work proposed).
- ☐ Sketches, drawings, plans or architectural renderings which clearly depict the proposed improvements.
- ☐ Information regarding project components such as color swatches, pictures of added features, etc.
- ☒ Proof property taxes are current.
- ☐ A copy of Local Business Tax Receipt.
- ☒ Proof property is current in utility bills.
- ☐ Copy of a lease or rental agreement that indicates building will be occupied after rehabilitation (if applicable).
- ☐ Two written contractor estimates if purchase or labor is \$1,000 or greater (staff will review for reasonableness of cost).

BUDGET TABLE

Provide within the budget table below a description of project components (material and labor only) and the estimated cost of each component. Attach supporting documentation, quotes, and estimates to this application. Grantees will be reimbursed for 50% of the actual project costs, up to a maximum of \$5,000. Any change to the project budget and scope must be approved prior to work in order to be eligible for reimbursement. An example of how to fill out this table is located at the bottom of this page.

DESCRIPTION	ESTIMATED COST
SEE TENT DOCTOR quote	\$12,259.70
PROJECT TOTAL	12,259.70

Notes:

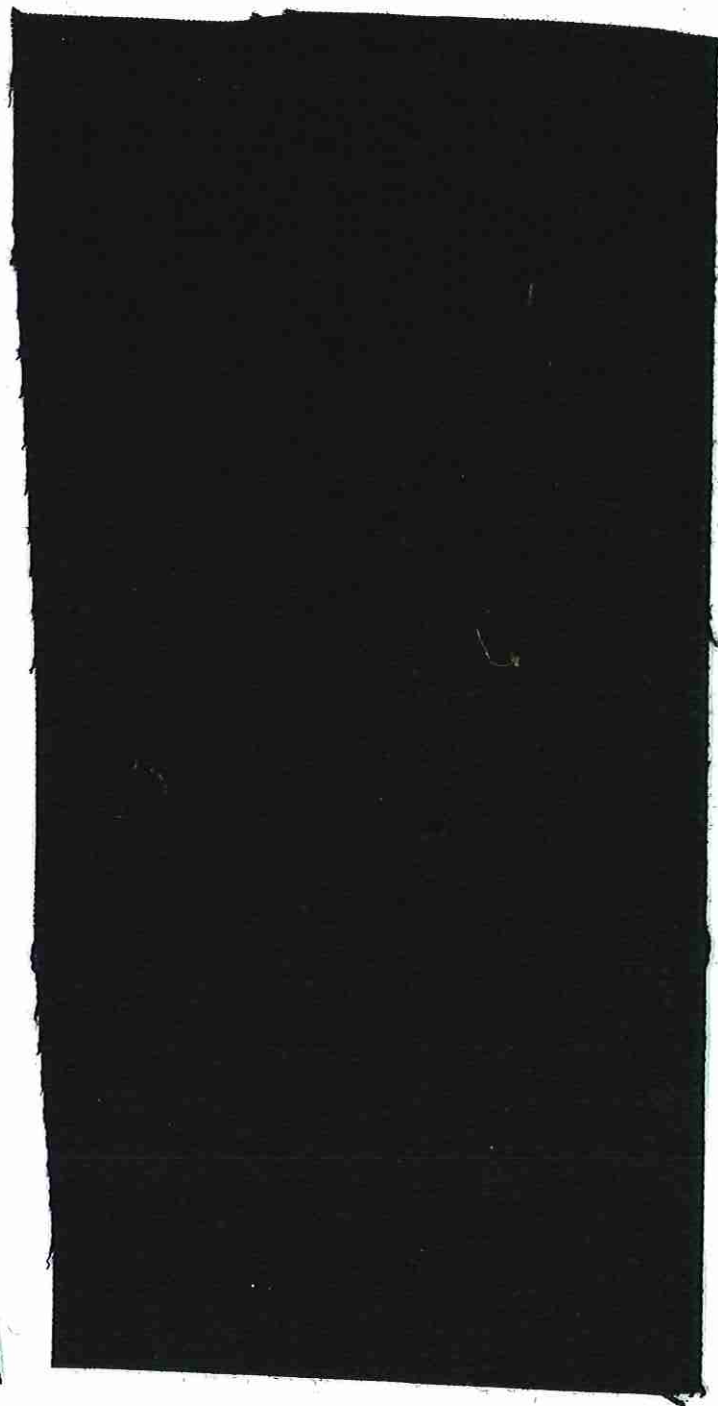
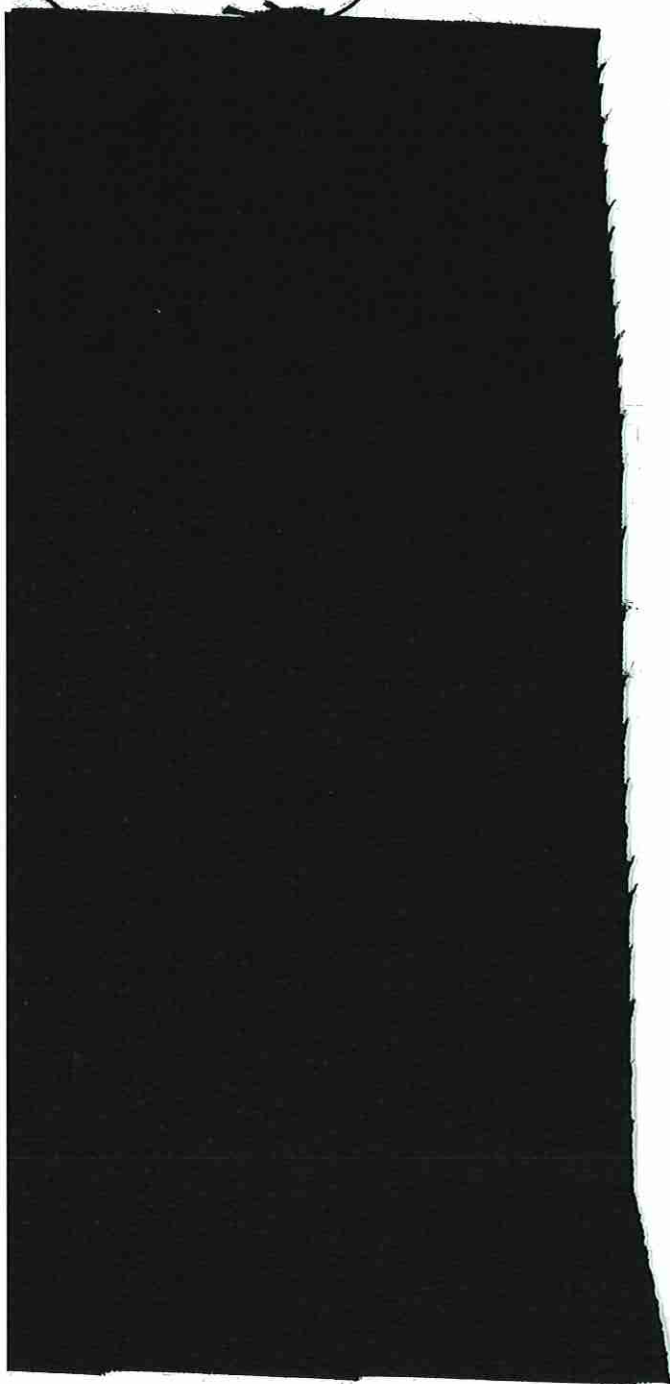
EXAMPLE BUDGET TABLE

DESCRIPTION	ESTIMATED COST
Window Replacement Contractor's Estimate (labor & materials)	\$4,000
Paint (materials)	\$1,000
2- Replacement glass light fixtures (materials)	\$400
PROJECT TOTAL	\$5,400









ACCOUNT NUMBER	PROPERTY ADDRESS	MILLAGE CODE
03618 000 000	14920 MAIN ST	1700

ROBERTSON RICKY L & DONNA J
PO BOX 117
ALACHUA, FL 32616-0117

EXEMPTIONS:



SCAN TO PAY ONLINE

AD VALOREM TAXES					
TAXING AUTHORITY	MILLAGE RATE	ASSESSED VALUE	EXEMPTION(S)	TAXABLE VALUE	TAXES LEVIED
COUNTY GENERAL	7.6414	318,862	0	318,862	2,436.55
LIBRARY GENERAL	1.0339	318,862	0	318,862	329.67
SCHOOL CAP PROJECT	1.5000	318,862	0	318,862	478.29
SCHOOL DISCRNRY & CN	0.7480	318,862	0	318,862	238.51
SCHOOL GENERAL	3.1840	318,862	0	318,862	1,015.26
SCHOOL VOTED	1.0000	318,862	0	318,862	318.86
CHILDREN'S TRUST	0.4612	318,862	0	318,862	147.06
SUWANNEE RIVER WATER MGT DIST	0.3113	318,862	0	318,862	99.26
CITY OF ALACHUA	5.9500	318,862	0	318,862	1,897.23
TOTAL MILLAGE					21.8298
AD VALOREM TAXES					\$6,960.69

LEGAL DESCRIPTION

OLMSTEAD SURVEY PB C-79B S 26 FT
OF N 171 1/2 FT OF LOT 1 BK 2 OR
1752/2780 & OR
See Additional Legal on Tax Roll

NON-AD VALOREM ASSESSMENTS

LEVYING AUTHORITY	UNIT	RATE	AMOUNT
802 BOCC SOLID WASTE MGMT	1.000	@ 71.7800	71.78
550 COUNTY FIRE SERVICES	1.000	Varies	398.16

NON-AD VALOREM ASSESSMENTS

\$469.94

PAY ONLY ONE AMOUNT.

COMBINED TAXES AND ASSESSMENTS

\$7,430.63

IF PAID BY
PLEASE PAY

Nov 30, 2023
\$0.00

JOHN POWER, CFC

ALACHUA COUNTY TAX COLLECTOR

PLEASE PAY IN U.S. FUNDS TO JOHN POWER, TAX COLLECTOR • P.O. Box 44310 • Jacksonville, FL 32231-4310

2023 PAID REAL ESTATE

14579

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	PROPERTY ADDRESS
03618 000 000	14920 MAIN ST

ROBERTSON RICKY L & DONNA J
PO BOX 117
ALACHUA, FL 32616-0117

PAY ONLY ONE AMOUNT

IF PAID BY

PLEASE PAY

- | | | |
|--------------------------|--------------|--------|
| ☐ | Nov 30, 2023 | \$0.00 |
| ☐ | | |
| ☐ | | |
| ☐ | | |
| ☐ | | |

WANT TO RECEIVE YOUR BILL ELECTRONICALLY NEXT YEAR? VISIT
www.AlachuaCollector.com AND SIGN UP FOR E-BILLS!

LOCAL BUSINESS TAX RECEIPT

CITY OF ALACHUA
STATE OF FLORIDA

NO. 0076

The business identified below has paid the local business tax to engage in or manage the business, profession or occupation of:

RESTAURANT

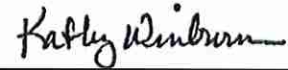
doing business at 14920 MAIN ST - 1

in the city of CITY OF ALACHUA

for the period beginning on October 01, 2024 and ending on September 30, 2025

Issued: July 2024

CONESTOGAS RESTAURANT, INC.
PO BOX 117
ALACHUA, FL 32616-0117



City Manager or Designee

**CITY OF ALACHUA**

PO Box 9
Alachua, FL 32616-0009

FOR BILLING INFORMATION CALL: (386) 418-6110

Account Number:	04242
Billing Date:	08/08/24
Cycle:	2
Due Date:	08/25/24
Total Due:	\$1,325.00
Amount Due After Due Date:	\$1,457.44
Cutoff Date:	09/04/2024

CONESTOGA'S RESTAURANT
PO BOX 117
ALACHUA, FL 32616-0117

DO NOT PAY WILL BANK DRAFT ON THE 20TH

Amount Paid: _____



DETACH AND RETURN STUB WITH REMITTANCE

CONESTOGA'S RESTAURANT

Online Account PIN: 4242

Account #	Service Address	Bill From	Bill To	# of Days	Due Date	TOTAL DUE
04242	14920 MAIN ST 1	06/19/24	07/17/24	29	08/25/24	\$1,325.00
Service	Prev Read	Current Read	Usage	Service		Charge
EL-0	71553	80572	9019	POWER COST ADJ @ -\$.01000		-\$90.19
EL-0D	0	28.56	28.56	ELECTRIC USAGE		\$677.94
WA-0	447006	449796	27900	DEMAND USAGE		\$210.20
				ALACHUA CARES - ROUNDUP		\$0.48
				SEWER USAGE		\$266.64
				WATER USAGE		\$98.44
				MOSQUITO SERVICE		\$1.10
				WATER UTILITY TAX		\$9.84
				GROSS RECEIPTS TAX		\$20.51
				ELECTRIC UTILITY TAX		\$79.80
				STATE SALES TAX		\$67.43
				NON - TAXABLE		-\$17.19

CITY OF ALACHUA / PO BOX 9 / ALACHUA, FL 32616-0009

YOUR BILL MUST BE PAID BY 8:00 A.M. ON THE CUT OFF DATE ABOVE TO AVOID HAVING YOUR SERVICES DISCONNECTED WHICH WILL RESULT IN ADDITIONAL SERVICE FEES AND INCREASE IN YOUR DEPOSIT. ANY PAYMENTS MADE ON CUT OFF WILL BE CHARGED AN ADDITIONAL \$50.00 SERVICE FEE.

YOUR NEXT METER READING WILL BEGIN ON AUGUST 19TH.

CITY HALL WILL BE CLOSED MONDAY SEPTEMBER 2ND FOR LABOR DAY.

ANY PAST DUE BALANCES ARE SUBJECT TO IMMEDIATE DISCONNECTION.

Previous Balance: \$0.00

Current Charges: \$1,325.00

Total Due: \$1,325.00

DO NOT PAY WILL BANK DRAFT ON THE 20TH



**CITY OF ALACHUA**

PO Box 9
Alachua, FL 32616-0009

FOR BILLING INFORMATION CALL: (386) 418-6110

Account Number:	04673
Billing Date:	08/08/24
Cycle:	2
Due Date:	08/25/24
Total Due:	\$408.00
Amount Due After Due Date:	\$448.78
Cutoff Date:	09/04/2024

CONESTOGA'S RESTAURANT
PO BOX 117
ALACHUA, FL 32616-0117

DO NOT PAY WILL BANK DRAFT ON THE 20TH

Amount Paid: _____



DETACH AND RETURN STUB WITH REMITTANCE

CONESTOGA'S RESTAURANT

Online Account PIN: 4673

Account #	Service Address	Bill From	Bill To	# of Days	Due Date	TOTAL DUE
04673	14920 MAIN ST 2	06/19/24	07/17/24	29	08/25/24	\$408.00

Service	Prev Read	Current Read	Usage	Service	Charge
EL-0	51253	54995	3742	POWER COST ADJ @ -\$.01000	\$0.00
EL-0D	0	24.94	24.94	POWER COST ADJ @ -\$.01000	-\$37.42
				ELECTRIC USAGE	\$380.27
				ALACHUA CARES - ROUNDUP	\$0.21
				GROSS RECEIPTS TAX	\$8.81
				ELECTRIC UTILITY TAX	\$34.29
				STATE SALES TAX	\$28.97
				NON - TAXABLE	-\$7.13

CITY OF ALACHUA / PO BOX 9 / ALACHUA, FL 32616-0009

YOUR BILL MUST BE PAID BY 8:00 A.M. ON THE CUT OFF DATE ABOVE TO AVOID HAVING YOUR SERVICES DISCONNECTED WHICH WILL RESULT IN ADDITIONAL SERVICE FEES AND INCREASE IN YOUR DEPOSIT. ANY PAYMENTS MADE ON CUT OFF WILL BE CHARGED AN ADDITIONAL \$50.00 SERVICE FEE.

YOUR NEXT METER READING WILL BEGIN ON AUGUST 19TH.

CITY HALL WILL BE CLOSED MONDAY SEPTEMBER 2ND FOR LABOR DAY.

ANY PAST DUE BALANCES ARE SUBJECT TO IMMEDIATE DISCONNECTION.

Previous Balance: \$0.00

Current Charges: \$408.00

Total Due: \$408.00

DO NOT PAY WILL BANK DRAFT ON THE 20TH



**CITY OF ALACHUA**

PO Box 9
Alachua, FL 32616-0009

FOR BILLING INFORMATION CALL: (386) 418-6110

Account Number:	07201
Billing Date:	08/08/24
Cycle:	2
Due Date:	08/25/24
Total Due:	\$380.00
Amount Due After Due Date:	\$417.92
Cutoff Date:	09/04/2024

CONESTOGA'S RESTAURANT
PO BOX 117
ALACHUA, FL 32616-0117

DO NOT PAY WILL BANK DRAFT ON THE 20TH

Amount Paid: _____



DETACH AND RETURN STUB WITH REMITTANCE

CONESTOGA'S RESTAURANT

Online Account PIN: 7201

Account #	Service Address	Bill From	Bill To	# of Days	Due Date	TOTAL DUE
07201	14940 MAIN ST	06/19/24	07/17/24	29	08/25/24	\$380.00

Service	Prev Read	Current Read	Usage	Service	Charge
EL-0	45845	48049	2204	POWER COST ADJ @ -\$.01000	-\$22.04
WA-0	82599	83453	8540	ELECTRIC USAGE	\$228.77
				ALACHUA CARES - ROUNDUP	\$0.82
				SEWER USAGE	\$90.27
				WATER USAGE	\$38.03
				MOSQUITO SERVICE	\$1.10
				WATER UTILITY TAX	\$3.80
				GROSS RECEIPTS TAX	\$5.31
				ELECTRIC UTILITY TAX	\$20.67
				STATE SALES TAX	\$17.47
				NON - TAXABLE	-\$4.20

CITY OF ALACHUA / PO BOX 9 / ALACHUA, FL 32616-0009

YOUR BILL MUST BE PAID BY 8:00 A.M. ON THE CUT OFF DATE ABOVE TO AVOID HAVING YOUR SERVICES DISCONNECTED WHICH WILL RESULT IN ADDITIONAL SERVICE FEES AND INCREASE IN YOUR DEPOSIT. ANY PAYMENTS MADE ON CUT OFF WILL BE CHARGED AN ADDITIONAL \$50.00 SERVICE FEE.

YOUR NEXT METER READING WILL BEGIN ON AUGUST 19TH.

CITY HALL WILL BE CLOSED MONDAY SEPTEMBER 2ND FOR LABOR DAY.

ANY PAST DUE BALANCES ARE SUBJECT TO IMMEDIATE DISCONNECTION.

Previous Balance: \$0.00

Current Charges: \$380.00

Total Due: \$380.00

DO NOT PAY WILL BANK DRAFT ON THE 20TH



LEASE AGREEMENT

This lease is made and entered into this 1st day of Sept. 2010, by and between Ricky L. Robertson and Donna J. Robertson, whose address is Connestoga's, Restaurant, Main Street, Alachua, Florida, hereinafter called Lessor, and CONNESTOGA'S RESTAURANT INC., (a Florida corporation), whose principal place of business is 14920 MAIN ST, ALACHUA, FL 32615, hereinafter called Lessee.

1. PREMISES: Lessor hereby leases to Lessee, and Lessee leases from Lessor, for the terms and conditions hereinafter set forth, those certain premises located at 14920 MAIN ST ALACHUA, FL 32615, Alachua County, Florida, and more particularly described in Exhibit "A" attached as an exhibit and made a part of this lease, together with the building and other improvements constructed thereon as hereinafter provided and together with the right to use all adjoining parking areas, driveways, sidewalks, roads, alleys and means of ingress and egress insofar as Lessor has the power to lease or license the use thereof.

2. TERM: The term of this Lease shall be 24 months commencing on 9/1/2010, and continuing until 8/31/2012, unless sooner terminated as hereinafter provided.

3. RENTAL: Lessee shall pay to Lessor annual rent in the amount of \$24,000.00, plus sales tax, for the demised premises, payable in equal monthly installments of \$2,000.00 on the first day of each and every calendar month for the then current month during the term of this Lease. Such rentals shall be payable at the address of the Lessor as set forth in this Lease or at such other place to which Lessor shall have given Lessee notice, plus sales tax. Initially, payment shall be made at Connestoga's Restaurant, Main Street, Alachua, Florida. A late fee of ten percent (10%) of the monthly rental (\$ 2,000.00) will be due with the monthly rental payment if not received by Lessor within five (5) days from date due.

4. SECURITY DEPOSIT. Lessee shall pay to Lessor, simultaneously with execution of this agreement a security and damage deposit in the amount of \$2,000.00 to secure Lessee's full and faithful performance under this Lease and as security for any damages to the leased premises. This deposit is not being held in an interest bearing account and will be refunded, without interest, upon termination of this Lease, less any such sums due Lessor under this Lease, or any extensions thereof, and less any sums for damages to the leased premises.

5. OPTION TO RENEW: Provided Lessee is not in default, Lessor grants Lessee an option to extend the initial term of this Lease for 2 additional period(s) of 2 year(s) each, provided however, the rent for the option period shall be mutually agreed upon at least sixty (60) days prior to the renewal date.

6. ASSIGNMENT, ALTERATIONS OR IMPROVEMENTS: The Lessee shall not assign this Lease, nor sublet the premises, or any part thereof nor use the same, or any part thereof, nor permit the same, or any part thereof, to be used for any other purpose than as RESTAURANT, nor make any alterations therein, and all additions thereto, without the written consent of the Lessor, and all additions, fixtures or improvements which may be made by Lessee, except movable office furniture, shall become the property of the Lessor and remain upon the premises as a part thereof, and be surrendered with the premises at the termination of this Lease.

7. PERSONAL PROPERTY OF LESSEE: All personal property placed or moved in the premises above described shall be at the risk of the Lessee or owner thereof, and Lessor shall not be liable for any damage to said personal property, or to the Lessee arising from the bursting or leaking of water pipes, or from any act of negligence of any co-tenant or occupants of the building or of any other person whomsoever.

8. DEFAULT: In the event Lessee shall default in the payment of the monthly rent as provided herein, Lessor shall so notify Lessee in writing, and failure of Lessee to cure such default within fifteen (15) days after the date the rent was due shall, at the option of the Lessor, work as a forfeiture of this Lease, or Lessor may enforce the provisions of this Lease in any manner provided by law, and Lessor shall have the right without further notice or demand to reenter and remove all persons from lessor's property without prejudice to any remedies for arrears of rent or breach of covenant, or Lessor may resume possession of the property and relet the same for the remainder of the term at the best rental obtainable for the account of Lessee, who shall pay any deficiency. In the event Lessee shall default in the performance of any of the terms or provisions of the Lease other than the payment of monthly rent, Lessor shall so notify Lessee in writing. If Lessee shall fail to cure such default within thirty (30) days after receipt of such notice, or if the default is of such character as to require more than thirty (30) days to cure and Lessee shall fail to commence to do so within thirty (30) days after receipt of such notice and thereafter diligently proceed to cure such default, then in either such event Lessor may cure such default and such expense shall be added to the rent otherwise due by any such default and shall not work as a forfeiture of this Lease, or Lessor may terminate this Lease as provided by law.

If the Lessee shall abandon or vacate said premises before the end of the term of this Lease, or shall suffer the rent to be in arrears, the Lessor may, at his option, forthwith cancel this Lease or he may enter said premises as the agent of the Lessee, by force or otherwise, without being liable in any way therefore, and relet the premises with or without any furniture that may be therein, as the agent of the Lessee, at such price and upon such terms and for such duration of time as the Lessor may determine, and receive the rent therefor, applying the same to the payment of the rent due by these presents, and if the full rental herein provided shall not be realized by Lessor over and above the expenses to Lessor in such re-letting, the said Lessee shall pay any deficiency, and if more than the full rental is realized Lessor will pay over to said Lessee the excess of demand.

The said Lessee hereby pledges and assigns to the Lessor all the furniture, fixtures, goods and chattels of said Lessee, which shall or may be brought or put on said premises as security for the payment of the rent herein reserved,

and the Lessee agrees that the said lien may be enforced by distress foreclosure or otherwise at the election of the said Lessor, and does hereby agree to pay attorney's fees of at least ten percent (10%) of the amount so collected or found to be due, together with all costs and charges therefore incurred or paid by the Lessor.

9. USE OF PREMISES: It is understood by Lessee and Lessor that the demised premises will be used for the operation of a RESTAURANT.

10. HAZARDOUS MATERIALS: Lessee will not store, use, or dispose of any hazardous materials on the premises except the following: _____, "Hazardous materials" include, but are not limited to, flammable, petroleum, petroleum products, explosives, asbestos, polychlorinated biphenyls (PCBs), chemicals known to cause cancer or reproductive toxicity, pollutants, contaminants, hazardous wastes, radioactive or toxic matter, and any substance declared hazardous or toxic by any law or regulations relating to storage use and disposal of hazardous materials. Lessee shall comply, at his or her sole cost, with all laws, rules, and regulations relating to storage use and disposal of hazardous materials. Lessee will be solely responsible for all claims, costs and liabilities, including attorney's fees and costs arising out of or in connection with:

- a. storage, use or disposal of any hazardous materials;
- b. the removal, clean-up, and restoration work and materials required to return the premises and any other property to the condition existing before Lessee's toxic materials were present; or
- c. failure by Lessee to provide all required information, to make all required submissions, and to take all actions required by all governmental authorities under environmental or other laws and regulations.

and further, will defend, indemnify and hold harmless Lessor, his or her agents, and employees from and against any and all claims arising therefrom. Lessee's obligations under this clause will not end with the expiration or termination of this Lease.

11. REPAIRS: Lessee hereby accepts the premises in the condition they are in at the beginning of this Lease. Lessee, during the term of this Lease or any extension or renewal of this Lease, shall, at its expense, make all repairs as shall be reasonably necessary to keep said leased premises in good condition and repair. Lessee further agrees that all damage or injury done to the premises by Lessee or by any person who may be in or upon the premises, except Lessor, Lessor's agents, servants and employees, shall be repaired by Lessee at its expense. Lessee agrees at the expiration of this Lease or upon the earlier termination thereof, to quit and surrender said premises in good condition and repair, reasonable wear and tear excepted. *all repairs, including 1) Roof 2) Plumbing 3) HVAC 4) Flooring 5) Awning & lighting, the cost will be born by Lessee.*

12. UTILITIES AND SERVICES: Lessee agrees to pay for all water, fuel, gas, oil, heat, electricity, power, materials, and services which may be furnished to it or used by it in or about the demised premises and to keep said premises free and clear of any liens or encumbrances of any kind whatsoever created by Lessee's act or omission.

13. INSURANCE AND INDEMNITY:

a. FIRE AND CASUALTY INSURANCE: Lessee hereby covenants and agrees at all times during the term hereof, at Lessee's own cost and expense, to obtain and maintain and keep in force, fire and extended coverage, vandalism and malicious mischief insurance on the building and other permanent improvements demised hereunder of no less than ninety percent (90%) replacement value or the total principal balance of any mortgage subordinated to by Lessor, whichever is greater.

b. LIABILITY INSURANCE: Lessee hereby covenants and agrees that at all times during the term hereof at Lessee's own cost and expense, to obtain and maintain and keep in force comprehensive general public liability insurance against the claims for personal injury, death or property damage occurring in, on or about the demised premises or on an occurrence basis with aggregate single limit coverage in an amount not less than \$300,000.00 for bodily injury, personal injury (including death) and \$50,000.00 with respect to damage to property. *\$1,000,000.00*

Lessee agrees that all of the above-noted insurance shall not be cancellable without ten (10) days written notice to Lessor. Lessor and Lessor further covenant and agree that the insurance required to be carried hereunder shall name the Lessor's lenders, if any, as additional insureds as their interests appear.

c. INDEMNIFICATION: Lessee shall keep, protect and save the Lessor harmless of any loss, costs, or expenses of any sort or nature, and from any liability to any person natural or artificial, on account of any damage to person or property arising out of any failure of Lessee to comply with and perform any of the requirements and provisions set forth in the Lease. Lessee further agrees to hold harmless from and to indemnify Lessor against any and all claims made by anyone injured or otherwise damaged while in or about the premises whether occasioned by Lessor's fault or otherwise except those claims arising from the act or acts of Lessor or its employees.

In the event the premises shall be destroyed or so damaged or injured by fire or other casualty during the life of this agreement, whereby the same shall be rendered untenable, then the Lessor shall have the right to render said premises tenantable by repairs within ninety (90) days therefrom. If said premises are not rendered tenantable within said time, it shall be optional with either party hereto to cancel this Lease, and in the event of such cancellation the rent shall be paid only to the date of such fire or casualty. The cancellation herein mentioned shall be evidenced in writing.

14. BANKRUPTCY: Should Lessee make an assignment for the benefit of creditors, file for voluntary bankruptcy or be adjudicated bankrupt, such action shall constitute a breach of this Lease for which Lessor, at its option, may terminate all rights of Lessee or its successors in interest under this Lease.

15. COMPLIANCE WITH LAWS: Lessee will promptly comply with all applicable and valid laws, ordinances and regulations of Federal, State, County, Municipal or other lawful authority pertaining to the use and occupancy of the leased premises.

16. ATTORNEY'S FEES: If suit is brought to enforce any covenant of this Lease or for the breach of any covenant or condition herein contained, the parties hereto agree that the losing party shall pay to the prevailing party a reasonable attorney's fee, which shall be fixed by the Court, and Court costs. Lessee agrees to pay the cost of collection and at least ten percent (10%) attorney's fee on any part of said rental that may be collected by suit or by attorney, after the same is past due.

17. LESSOR'S ACCESS TO PREMISES: Lessor shall have reasonable rights of access to the demised premises for the purpose of inspecting the condition thereof from time to time throughout the term of this Lease and any renewals thereof. Lessor shall also have the right during the last three (3) months of the Lease term or any renewal thereof to show the demised premises to any prospective tenant at reasonable times during business hours.

18. SURRENDER OF PREMISES: Lessee shall, after the last day of the term or any extension thereof, or upon any earlier termination of such term, surrender and yield up to Lessor the building and other improvements on the demised premises in good order, condition and state of repair, reasonable wear and tear excepted.

19. HOLDING OVER: In the event Lessee continues to occupy the premises after the last day of the term hereby created, or after the last day of any extension of said term, and the Lessor elects to accept said rent thereafter, a tenancy from month to month only shall be created under and subject to all other provisions contained herein.

20. INVALIDITY OF PROVISION: If any term, covenant, condition or provision of this Lease or the application thereof to any person or circumstance shall, at any time, or to any extent, be invalid or unenforceable, the remainder of this Lease or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant, condition and provision of this Lease shall be valid and enforceable to the fullest extent permitted by law.

21. CAPTIONS: The captions appearing in this Lease are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of such paragraphs of this Lease or in any way affect this Lease.

22. COMPLETE AGREEMENT: This Lease contains a complete expression of the agreement between parties and there are no premises, representations or inducements except such as are herein provided.

23. SUCCESSORS AND ASSIGNS: The terms, conditions and covenants of this Lease shall be binding upon and shall inure to the benefit of each of the parties hereto, their heirs, personal representatives, successors or assigns, and shall run with the land; and where more than one party shall be Lessor or Lessee under this Lease, the word "Lessor" or "Lessee" whenever used in this Lease shall be deemed to include all Lessors or Lessees jointly and severally.

Executed by the Lessee this 1st day of Sept 2010.

Math Kinsler
Witness

B
Witness

LESSEE: COMESTOGAS RESTAURANT INC
BY: Rick Robertson - President
Printed Name: RICK ROBERTSON

Executed by the Lessor this 1st day of Sept 2010.

Math Kinsler
Witness

B
Witness

LESSOR:
BY: Licky S. Robertson

24) all Property and Ad Valorem TAXES are to be paid yearly or Quarterly by the Lessee. RR

*) See ATTACHED LETTER EXTENDING LEASE

CONESTOGAS RESTAURANT INC

PO BOX 117
14920 MAIN STREET
ALACHUA, FL 32616

Phone 386-462-0894
Fax 386-462-0895

AUG 31 2016

This letter is to extend the lease agreement dated 09/01/2010 between Conestogas Restaurant Inc, and Ricky L Robertson and Donna J Robertson until both parties agree to cancel the lease.

The monthly lease amount will be an agreed upon amount (plus sales tax) starting on the First day of January . The lease amount will be based on Conestogas Restaurant Inc, sales each year and other considerations.

Rick Robertson
President Conestogas Restaurant Inc.
08/31/2016

Rick Robertson 8/31/2016

Business Facade Grant Program Property Owner Authorization

I, Rick Robertson understand that Rick Robertson, is the leaseholder (the "Lessee" of the property located at _____ (the "Property" and is _____ considering making certain improvements to the Property which may be funded in part by the City of Alachua Community Redevelopment Agency Business Facade Grant Program, hereinafter referred to as "Program." For the purposes of this authorization, hereinafter the Community Redevelopment Agency shall be referred to as "CRA" and the City of Alachua as "City".

I have reviewed the Program Policies and Procedures and the Program application to be submitted to the CRA by the Lessee. I agree and consent to the proposed improvements to the building located at the Property, as described and depicted in the Lessee's application for participation in the Program. I understand that the Lessee shall assume responsibility for completing all proposed improvements, and that I am not financially responsible for the Lessee's participation in the Program.

I understand and agree that neither the CRA nor the City shall assume any responsibility or liability for the improvements proposed by the Lessee or any other part for any action or failure of any contractor or other third party acting on behalf of the Lessee, and in no way does the CRA or the City guarantee any work to be done or material to be supplied for.

I further agree to hold the CRA and the City harmless from and indemnify them for and against any and all claims which may be brought or raised against the CRA, the City, or any of its officers, representatives, agents or contractors acting on their behalf regarding any matters relevant to the participant obligations under the Program.

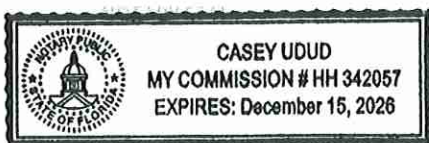
I affirm to the CRA and the City that the Lessee holds a valid lease which shall remain valid for no less than six (6 months following the date of application for Program funding.

I have read the above statements and acknowledge and agree that the terms stated therein are met. I have no objection to the Lessee pursuing the funding under the Program for the improvements described in the Lessee's application for participation in the Program, and I authorize the Lessee to make the proposed improvements to the building at the Property as described in the Lessee's application.

Rick Robertson 8/28/24
Signature of Property Owner Date
Rick Robertson
Typed or Printed Name of Property Owner

State of Florida County of Alachua

The foregoing application is acknowledged before me this 27th day of August, 2024, by Rick Robertson, who is/are personally known to me, or who has/have produced PK as identification.



[Signature]
Signature of Notary Public, State of Florida

SIGNATURE PAGE

I, _____, attest under penalty of perjury that the information contained in this City of Alachua CRA Application for Facade Grant is true and correct to the best of my knowledge. I understand that the Alachua CRA Business Facade Grant Program benefits are contingent upon funding availability and Alachua CRA approval and are not to be construed as an entitlement or right of a property owner or Applicant. Properties within the designated Alachua CRA boundary are not eligible for grant-funded programs when the work proposed to be funded would conflict with the goals expressed in the CRA Amended Community Redevelopment Plan. I understand that all improvements funded by any grant awarded must be consistent with the information submitted with this application and considered by the CRA. I have received and reviewed the Business Façade Grant Program Policies and Procedures (the "Procedures") and I agree that all work and activities funded by any grant award will be done in accordance with the Procedures. I further agree to comply with the Florida Public Records Law Requirements attached as Exhibit C to the Procedures for all labor and materials paid for by the grant award. I further understand that I am responsible for providing construction documents and obtaining any permits required for the proposed work, and hold harmless the City of Alachua CRA for any damage associated with this Application or the Alachua CRA Business Facade Grant Program.

Rick Robertson

Signature of Applicant

RICK ROBERTSON

Typed or printed name and title of applicant

8/27/2024

Date

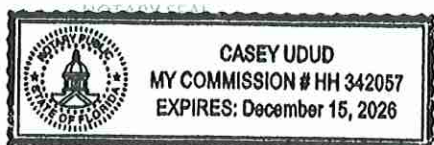
Signature of Co-applicant

Typed or printed name of co-applicant

Date

State of Florida County of Alachua

The foregoing application is acknowledged before me this 27th day of August, 2024 by Rick Robertson, who is/are personally known to me, or who has/have produced pk as identification.



[Signature]
Signature of Notary Public, State of Florida



P.O. Box 485
 High Springs, FL 32655
 Ph: 386-454-7775 www.tentdoctor.com
 email: tentdoctor@windstream.net

Date: 8-23-2024

NAME: Rick Robertson – Conestogas Restaurant rlr@atlantic.net
 ADDRESS: 14920 Main Street
 CITY: Alachua
 STATE: FL
 PHONE: 386-454-0894 cell restaurant 386-462-1294

PROPOSAL	
TYPE	New frames and covers for front, (not including wagon-style awning).
WIDTH	Two awnings, one on each side of wagon-style. Each awning is approx. 32 ft.
PROJECTION	Approx. 5 ft.
DROP	Approx. 3 ft.
VALANCE	None
BINDING	n/a
FABRIC	Black Sunbrella
ACCENT COLOR	n/a
LETTERING	None <i>(REMOVING OLD AWNING FRAME??)</i>
SPECIAL INSTRUCTIONS: Traditional style or traditional with sign panel. Aluminum extrusion frames. Price for both: \$11,495.00 + 764.70 tax = \$12,259.70. Installation included. Sunbrella fabric is not fire-retardant (If Firesist fire-retardant fabric is required for permitting, it will cost extra. Firesist also has a glossier finish.) Any permitting will be extra. Owner pulls own permits. 50% DOWN REQUIRED TO START, BALANCE DUE AT INSTALLATION. ANY PERMITTING WILL BE EXTRA.	

Price quotes are valid for 30 days As the material necessary to fill this order is custom made, it is understood and agreed that this order is not subject to cancellation except as noted below. It is further understood and agreed that if the Buyer breaches this contract prior to installation for any reason whatsoever, the Buyer will pay to the Tent Doctor, Inc., a sum of not less than fifty (50) percent of the total selling price herein agreed upon to be paid, as fixed, liquidated and ascertained, damages without proof of loss or damages.

I/We further agree that the Seller shall not be responsible for loss or delay, due to strikes, fires, accidents or other causes including failure of dependent third parties, beyond its control.

This instrument shall become binding on Tent Doctor, Inc. upon commencing performance of work; it being understood that this instrument upon such acceptance, contains all and the only agreements between Tent Doctor, Inc. and that no representatives of Tent Doctor, Inc. has made any representations, warranties or agreements oral or written, modifying or adding to, the terms and conditions herein set forth on the copy.

It is further understood and agreed by the parties thereto that if any payment as here and elsewhere set forth is not made in accordance with the terms hereof, the purchaser agrees to pay all cost of collection including reasonable attorney's fees.

Special conditions: Buyer agrees to pay the company installer with a check the total "balance due" at the time and date of installation. Any violation of this agreement with regard to payment, the Buyer agrees to pay daily interest at a rate of 18% annum on the balance due. The seller may exercise his right to lien if the balance due plus interest is not paid within 30 days thereafter. Buyer and seller agree that the attached worksheet(s), if any, are part of this contract.

DATE: ____/____/____

BUYER SIGNATURE: _____

PLEASE PRINT NAME: _____

Thank you for calling Tent Doctor, Inc.

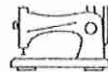
Job Proposal

To: Rick Robertson, Conestoga's Restaurant
386-462-1294
Alachua, FL

8/8/2024

Quantity	Description	Unit Price	Total
2	New awnings for front of building as discussed, 1 on each side of wagon awning		\$15,595.00
	Traditional style		
	Removal of old frame not included		
	60% down payment to start		
Subtotal			
Sales Tax			1010.70
Shipping & Handling			00
Total Due			\$16605.70

Captain's Lair Marine & More



Tel 352-284-9682

PO Box 727
Crystal River, FL 34428

City of Alachua Community Redevelopment Agency (CRA)
BUSINESS FAÇADE GRANT PROGRAM
REQUEST FOR REIMBURSEMENT FORM

Information

Grant Recipient Name:	
Business Name:	
Building Address:	
Mailing Address (If Different):	
Business Telephone Number:	
Cell Phone Number:	
E-mail:	
Name of Contractor(s) Performing Work:	
Contractor(s) License Number (if applicable):	

Provide within the table below a description of all project components and the total cost of each component. The amount requested for reimbursement cannot exceed the lesser amount of 50% of Project Total or the amount of the funding approved within the Project agreement.

Please attach the following:

- ☐ Documentation of all project costs and proof of payment:
 - ☐ Cancelled checks.
 - ☐ Detailed invoices.
 - ☐ Paid receipts.
- ☐ Before and after photos of project improvements.
- ☐ Copy of Certificate of Occupancy or Completion (if applicable).
- ☐ Copy of Certificate of Appropriateness (if applicable).

Reimbursement Table

Description of Project Component	TOTAL AMOUNT
PROJECT TOTAL	
AMOUNT REQUESTED FOR REIMBURSEMENT	

I, _____, the Grant Recipient, under penalty of perjury, attest that the above stated costs are true, correct and accurate representation of the expenses incurred in accordance with the Terms and Conditions of the Business Façade Grant Program, and paid for by recipient and request reimbursement in the amount of \$_____.

Signature of Recipient:	Date
Title & Business:	



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Business Facade Grant Program

Policies & Procedures

Application Packet
2023

P.O. Box 9
15100 NW 142nd Terrace
Alachua, FL 32616-0009

Susan King, CRA Coordinator
Office: (386)-418-6134
Cell: 386-853-5294
Email: su_king@cityofalachua.com

www.cityofalachua.com

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Appendix A: Application for Facade Grant

Appendix B: Funding Priority Rating Sheet

Appendix C: Florida Public Record Law Requirements

Appendix D: Map of the Community Redevelopment Area

Appendix E: Property Owner Authorization Form

PURPOSE & GENERAL PROGRAM INFORMATION

The purpose of the City of Alachua Community Redevelopment Agency (CRA) Business Facade Grant Program (Program) is to provide assistance to rehabilitate the facades of commercial buildings within the Community Redevelopment Area.

Grant funds are awarded to projects that best facilitate and foster the goals and objectives of the CRA Amended Community Redevelopment Plan and the CRA Market Study and Economic Development Implementation Plan. A copy of these plans may be found on the CRA's website.

The CRA and CRA Advisory Board (CRAAB) use the *Business Facade Grant Program Funding Priority Rating Sheet* to determine funding recommendations and award decisions. A copy of this Rating Sheet is attached as Appendix B to these Policies & Procedures.

The Policies and Procedures are meant to provide applicants with important information about the Business Facade Grant Program requirements. Applicants should use this document as a guide when applying for a grant in order to make sure that all requirements are met.

AVAILABLE GRANT FUNDING AND MATCHING REQUIREMENTS

The Program provides a 50% matching grant between \$500 and \$12,500 for facade improvement project costs. Signage shall only be a reimbursable expense of 50% matching up to \$3,000 and only if the CRA, in its sole discretion, approves the sign design. Grant recipients must provide a cash or loan match of 50% of total project cost. Funding is appropriated annually by the CRA, and is available on a first-come, first-served basis. Applicants must finish the project and pay all project costs before being eligible for reimbursement.

Applicants are reminded that grant awards are discretionary and there is no entitlement for anyone to receive a grant. The grant criteria are guidelines, not guarantees, for grant awards. If an Applicant meets all grant criteria, a grant may or may not be awarded at the CRA's sole discretion based upon funding limitations, competing applications and/or competing priorities. All grant applications will be reviewed and grants awarded without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, or any other characteristic protected by law.

APPLICANTS AND PROPERTY ELIGIBILITY

The Business Facade Grant Program is available for commercial properties located within the Redevelopment Area. For a map of the Community Redevelopment Area, please see Appendix D.

Eligible buildings must have a facade that is visible from a street or parking lot. Buildings located on a corner lot containing a single business may be considered to have two or more facades. If a building is divided into more than one business unit, each business unit may be considered a separate facade if each unit has a separate primary entrance and each

occupant has an individual Local Business Tax Receipt. If a building is a multi-use building (e.g. residential and commercial), only the commercial portion of the building is eligible under the Program. Buildings used exclusively for residential purposes are not eligible for the Program. If Applicant is not the owner of the property to be improved, they must receive authorization from the property owner.

Property Requirements

- ☐ Located within the City of Alachua Community Redevelopment Area (see Appendix D.)
- ☐ Privately owned commercial buildings.
- ☐ Building must be structurally sound.
- ☐ No past due utility bills (including but not limited to water, wastewater, electric, and garbage).
- ☐ No past due property tax bills.
- ☐ No City liens, or open permits.
- ☐ Must be occupied at the time funding is requested or, if unoccupied at the time of application, have a bona fide lease or rental agreement (must be occupied by completion of the project). Under no circumstances will funds be expended on a building that will not be immediately occupied after rehabilitation.

Occupant Requirements

- ☐ Must have all applicable licensing.
- ☐ Must have valid Local Business Tax Receipt at the time of grant application and at project completion.
- ☐ Use must be permitted by the City's LDRs (see Table 4.1-1) or have obtained a Special Exception Permit.
- ☐ Must be legally constituted business.
- ☐ Must be a commercial business.

PROJECT REQUIREMENTS

Grant funds may only be used for projects that substantially improve the aesthetics of the exterior facade of a commercial building and that facilitate redevelopment consistent with the CRA Community Redevelopment Plan. Projects must also be consistent with all Federal, State, and local laws and regulations, including without limitation, the City's Comprehensive Plan, Code of Ordinances, and Land Development Regulations.

The total project costs may only include labor and materials. Labor is only eligible for reimbursement if performed by a contractor or entity other than the applicant. No building owner, lessor, lessee, tenant, occupant, employee, or immediate relative of the applicant, either personally or corporately, shall be paid to serve as a contractor or subcontractor for the work to be performed. The cost of paint is a reimbursable expense whether or not it is applied by a contractor.

All contractors must have a General or Building contractor's license (Class A or B) as required by Chapter 489, Part I, Florida Statutes, or appropriate licensure as required for the type of work to be performed.

Permit fees and project design fees (i.e., architectural or engineering services) are not reimbursable expenses. Additionally, any work performed before the grant is approved will not be eligible for reimbursement by the Program.

All Applicants must disclose any personal or business relationship with members of the City Commission or City employees at the time of application. Applicants must be approved by the CRA if they have an apparent conflict of interest and are otherwise eligible to receive assistance through this Program.

Code violations may be corrected under this Program, but no funds will be reimbursed until all code violations are addressed and the property is found to be in compliance with applicable codes.

Improvements must be compatible and complementary to buildings located on the same block on both sides of the street. Strikingly different design treatments, including color, from one storefront to the next shall be avoided.

Examples of Eligible Projects

- Refurbishing of exterior walls, including repainting, repairs, re-siding or similar cosmetic or structural improvements.
- Removal of false facades.
- Facade cleaning other than general maintenance.
- Stucco restoration or other exterior nonstructural masonry repair.
- Painting (colors must be compatible or complementary to surrounding buildings).
- Replacement of damaged windows or doors.
- Installment or improvements to permanent awnings, canopies, or other coverings over windows or walkways.
- Adding or increasing windows of storefront.
- Electrical repairs or additions (directly related to exterior or display window), lights, or awnings.
- Decorative additions such as sconces and other architectural features.
- Code violation corrections which also enhance the aesthetics of the façade.

Examples of Ineligible Projects

- Improvements made prior to grant award.
- Roof repair or replacement.

- Interior renovations.
- Non-fixed improvements such as removable awnings with no fixed improvements to the building, removable equipment, etc.
- General maintenance.
- Payment for sweat equity.
- Non-aesthetic improvements.

APPLICATION STEPS

Before a property or business owner applies for Program funding, they must meet with CRA and City Staff to review the Grant Policies and Procedures and any permitting requirements. After this meeting, an applicant may begin the application process.

Applications will be accepted on the **first day of each month**. If this date falls on a non-City business day, the deadline shall be the next City business day. The application will be reviewed by Staff within 10 business days of the application submission. If an application is incomplete, it will be returned and the applicant will be allowed 10 business days from the notice that the application is incomplete to resubmit. The *Application for Facade Grant* is located in Appendix A.

Designs must be of a professional quality and must clearly depict the proposed improvements. When required for the type of construction proposed, plans must be signed and sealed by a registered architect or professional engineer (as applicable). All designs must be in compliance with the applicable laws and regulations, including the City's LDRs and the Florida Building Code.

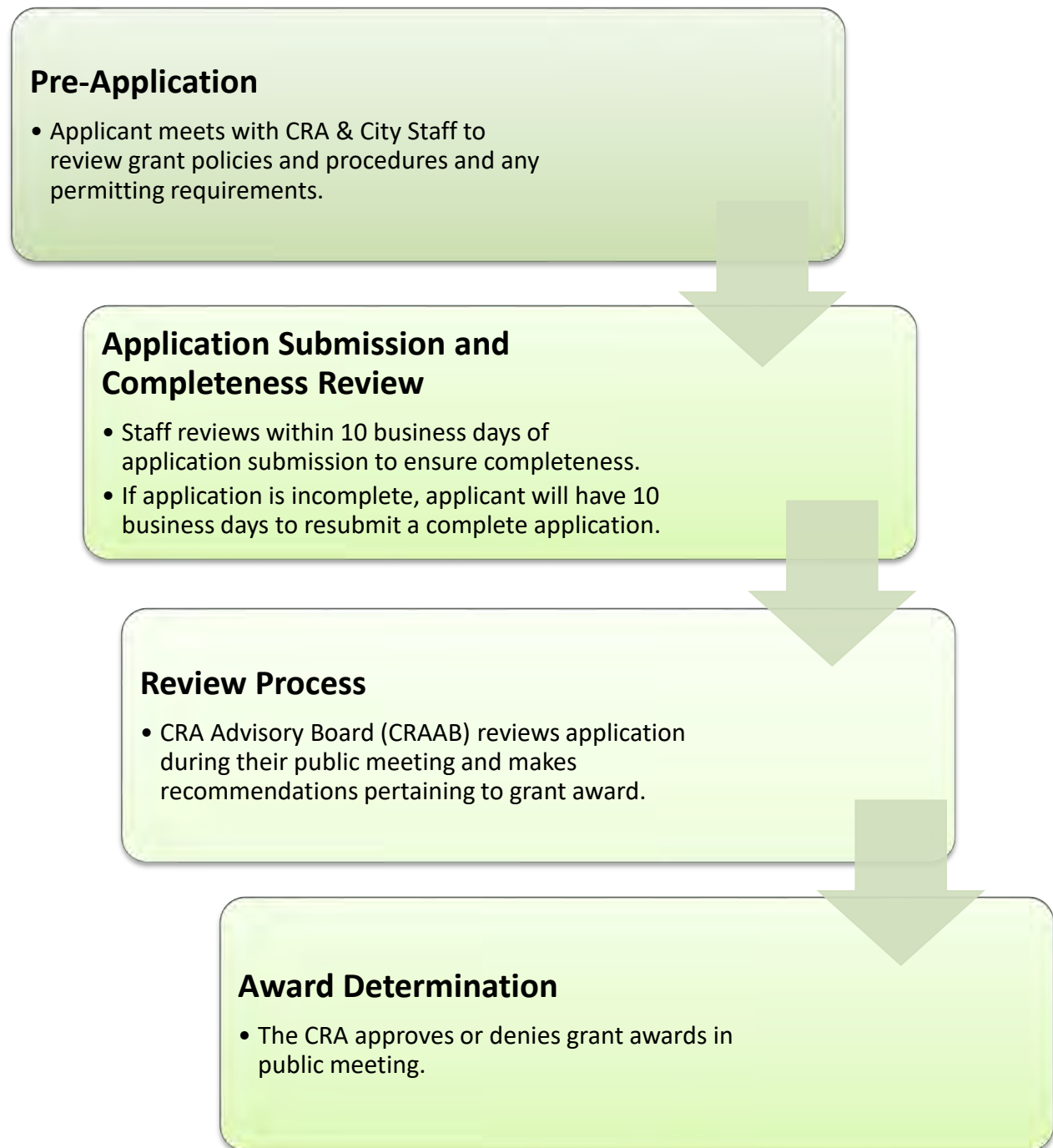
Required Materials to Submit with Application

- ☐ Current photos of building and issues that will be resolved under the Program.
- ☐ Signed and sealed plans (if required by City Building Department for the type of work proposed).
- ☐ Sketches, drawings, plans or architectural renderings which clearly depict the proposed improvements.
- ☐ Information regarding project components such as color swatches, pictures of added features, etc.
- ☐ Proof property taxes are current.
- ☐ A copy of Local Business Tax Receipt.
- ☐ Proof property is current in utility bills.
- ☐ Copy of a lease or rental agreement that indicates building will be occupied after rehabilitation (if applicable).
- ☐ Two written contractor estimates if purchase or labor is \$2,500 or greater (staff will review for reasonableness of cost).

Applications will be reviewed during a CRA Advisory Board (CRAAB) meeting. This Board will make a recommendation to the CRA, who will make the grant awards in its sole discretion. For a schedule of these meetings please visit the CRA's webpage at www.cityofalachua.com.

The award of a grant must meet all public record requirements (including the right to audit) and other public purpose actions and findings necessary to establish the foregoing. For details about Florida Public Records law requirements (F.S. 119) please see Appendix C.

Figure 1: Application Steps



PROJECT STEPS & DEADLINES

Once a grant is awarded by the CRA in a public meeting, the project must begin within 80 days and be completed within 120 days of grant approval. Upon a showing of good cause, the applicant may request a 30 day extension. No more than three extensions shall be granted. Extension requests shall be reviewed and approved by the CRA Executive Director. Minor changes to the awarded Project must also be approved by the CRA Executive Director and substantial changes must be approved by the CRA.

Applicants must finish the project and pay all project costs before being eligible for reimbursement. Funds will be reimbursed at the completion of the project and upon verification that all grant criteria has been met. In no event will the reimbursement amount exceed the amount originally awarded.

Prior to beginning any work, the applicant must obtain all necessary permits, which may include, but is not limited to, a Certificate of Appropriateness and/or a building permit(s). Contractor estimates and quotes must also be reviewed by CRA staff for reasonableness of cost and be approved for such purposes before the applicant enters into a contract with the contractor and before work is performed. The CRA reserves the right to verify any and all costs associated with the construction for improvements funded by the Program.

Figure #2 contains step-by-step information about the project process.

What to Submit for Reimbursement

- ☐ Request for Reimbursement Form.
- ☐ Documentation of all project costs:
 - ☐ Cancelled checks.
 - ☐ Detailed invoices.
 - ☐ Paid receipts.
 - ☐ Signed statement attesting to construction costs incurred.
- ☐ Contractor's license number (if applicable).
- ☐ Proof of payment for project improvements (paid invoices, receipts, etc.).
- ☐ Before and after photos of project improvements.
- ☐ Copy of Certificate of Occupancy or Completion (if applicable).
- ☐ Copy of Certificate of Appropriateness (if applicable).

Figure 2: Grant & Project Steps

CORRECTION OF PROGRAM VIOLATIONS

If the provisions of this Program are violated, the applicant will be notified of any noted violations, and will be given 60 days to correct the violations. If the violations are not corrected within this time frame, the building will not be eligible for any further benefits under this Program.

REQUIREMENTS FOLLOWING COMPLETION

After the project has been completed and grant reimbursements have been made, the applicant has an obligation to keep the property maintained and not make any substantial changes to the project improvements without approval by the CRA for two years after the completion of the project. Failure to do so may exclude the grant recipient from future grants.

In order to allow funding for as many applicants as possible, the project building is not eligible for the Business Facade Grant for three years after receiving assistance.

By accepting assistance, the building owner and/or tenant agree that the CRA may use images of the property before and after renovation.



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Business Facade Grant Program Application

CONTACT INFORMATION:

Applicant Information

Applicant name:

Mailing Address:

Phone/Cell #:

Email:

Property Owner Information

If the applicant is not the property owner, a Property Owner Authorization Form must be completed and submitted with this Application.

Property Owner Name:

Mailing Address:

Phone/Cell #:

Email:

Business Owner Information

Business Owner Name:

Mailing Address:

Phone/Cell #:

Email:

City Local Business Tax Receipt Number:

SITE IDENTIFICATION AND HISTORY

Name of business or site:

If property is not occupied will it be occupied upon completion of the project?

Location Address:

Year building was constructed:

Tax Parcel Number:

Existing Use:

Proposed Use:

What is the current condition of the building facade? Response may be separately attached.

SCOPE OF WORK

Provide a 1-2 paragraph summary of the proposed improvements and how the proposed improvements will enhance the Community Redevelopment Area. Response may be separately attached.

REQUIRED MATERIALS TO SUBMIT WITH APPLICATION

Please include the following attachments with your application before you submit:

- ☐ Current photos of building and issues that will be resolved under the Program.
- ☐ Signed and sealed plans (if required by City Building Department for the type of work proposed).
- ☐ Sketches, drawings, plans or architectural renderings which clearly depict the proposed improvements.
- ☐ Information regarding project components such as color swatches, pictures of added features, etc.
- ☐ Proof property taxes are current.
- ☐ A copy of Local Business Tax Receipt.
- ☐ Proof property is current in utility bills.
- ☐ Copy of a lease or rental agreement that indicates building will be occupied after rehabilitation (if applicable).
- ☐ Two written contractor estimates if purchase or labor is \$1,000 or greater (staff will review for reasonableness of cost).

BUDGET TABLE

Provide within the budget table below a description of project components (material and labor only) and the estimated cost of each component. Attach supporting documentation, quotes, and estimates to this application. Grantees will be reimbursed for 50% of the actual project costs, up to a maximum of \$5,000. Any change to the project budget and scope must be approved prior to work in order to be eligible for reimbursement. An example of how to fill out this table is located at the bottom of this page.

[illegible]

Notes:

EXAMPLE BUDGET TABLE

DESCRIPTION	ESTIMATED COST
Window Replacement Contractor's Estimate (labor & materials)	\$4,000
Paint (materials)	\$1,000
2- Replacement glass light fixtures (materials)	\$400
PROJECT TOTAL	\$5,400

SIGNATURE PAGE

I, _____, attest under penalty of perjury that the information contained in this City of Alachua CRA Application for Facade Grant is true and correct to the best of my knowledge. I understand that the Alachua CRA Business Facade Grant Program benefits are contingent upon funding availability and Alachua CRA approval and are not to be construed as an entitlement or right of a property owner or Applicant. Properties within the designated Alachua CRA boundary are not eligible for grant-funded programs when the work proposed to be funded would conflict with the goals expressed in the CRA Amended Community Redevelopment Plan. I understand that all improvements funded by any grant awarded must be consistent with the information submitted with this application and considered by the CRA. I have received and reviewed the Business Façade Grant Program Policies and Procedures (the "Procedures") and I agree that all work and activities funded by any grant award will be done in accordance with the Procedures. I further agree to comply with the Florida Public Records Law Requirements attached as Exhibit C to the Procedures for all labor and materials paid for by the grant award. I further understand that I am responsible for providing construction documents and obtaining any permits required for the proposed work, and hold harmless the City of Alachua CRA for any damage associated with this Application or the Alachua CRA Business Facade Grant Program.

Signature of Applicant

Signature of Co-applicant

Typed or printed name and title of applicant

Typed or printed name of co-applicant

Date

Date

State of _____ County of _____

The foregoing application is acknowledged before me this _____ day of _____, 20__, by _____, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

Signature of Notary Public, State of _____

City of Alachua Community Redevelopment Agency (CRA)
Business Facade Grant Program
Funding Priority Rating Sheet

ABOUT

The Business Facade Grant Program Funding Priority Rating Sheet offers a point system that rates how well the proposed Project meets the objectives listed in the CRA Amended Community Redevelopment Plan and the CRA Market Study & Economic Development Implementation Plan. Projects must get a **minimum of 30 points** to be eligible for Facade Grant Program Funding.

Through the facade improvement grant program, the CRA provides assistance to businesses to improve the attractiveness of their properties, and thereby works to achieve the CRA's goal to rehabilitate, conserve, and redevelop the Community Redevelopment Area. The CRA strives to improve economic development, historic preservation, and streetscape through grant program projects.

1. Economic Development

It is the CRA's intention to incentivize business opportunities that enhance the character of the CRA Area. A diverse balance of places to shop, walk, meet and make acquaintances is an important objective for the district to achieve long-term economic resilience. As listed in the CRA Market Study & Economic Development Implementation Plan, businesses types that the CRA is focused on are specialty markets, sporting goods stores, coffee shops, bakeries, antique stores, breweries, and bed and breakfasts.

<u>Economic Development</u>	<u>Points Total</u>
Facade is visible from Main Street, US 441, or SR 235 or is located within a block of a cross-street to Main Street US 441, or SR 235.	
YES	5
NO	0
Business is a use recommended to be targeted to revitalize downtown by the <i>Alachua CRA Market Study & Economic Development Implementation Plan</i> (see page 40):	
YES	10
NO	0
TOTAL	

NOTES:

2. Historic Preservation

Rehabilitation of historic properties is an important CRA objective. As encouraged in the CRA Community Redevelopment Plan, historic properties “should be maintained and respected in a manner that upholds their integrity as cultural resources.”

The National Register of Historic Places has designated an area within the CRA as the “City of Alachua Downtown Historic District”. There are 102 buildings within this district designated as structures that add to the historical integrity or architectural qualities of the District, referred to within the Master Site File as “contributing structures”. Improvements to these structures should preserve and restore the historic nature of the building.

Structures that are not listed as contributing to the City of Alachua Downtown Historic District should be considerate to the historic nature of its surroundings, and improvements made under the Program and should complement the character of the District as a whole.

<u>Historic Preservation</u>	<u>Points Total</u>
If the property is a “contributing structure” to the City of Alachua Downtown Historic District the proposed improvements restores or preserves the historic nature of the building.	
Poor	0
Fair	10
Good	20
If structure is not a “contributing structure” to the City of Alachua Downtown Historic District, the proposed improvements respect the historic character of the Community Redevelopment Area and the Downtown Historic District.	
Poor	0
Fair	5
Good	15
TOTAL	

NOTES:

3. Streetscape & Aesthetics:

Commercial areas benefit from enhanced streetscapes for pedestrians. Such improvements can lead to better connectivity between commercial businesses within the district. Improvements that help to create a safe and pleasant experience for pedestrians include: human scale lighting, large bay windows, decorative entries, transparent windows, awnings, and a variation of façade materials. By accommodating pedestrians, the space can become a place where people want to be, further activating them.

<u>Streetscape Aesthetics and Functionality</u>	<u>Points</u>
Improvements enhances building aesthetics on a pedestrian scale and creates an overall streetscape of visual interest.	
Poor	0
Fair	10
Good	20
TOTAL	
Improvements are complementary to surrounding buildings.	
Poor	0
Fair	10
Good	20
TOTAL	

<u>Improvement</u>	<u>Points</u>
Current condition or appearance of the building façade.	
Poor	20
Fair	10
Good	0
TOTAL	

NOTES:

4.

TOTAL POINTS EARNED:	
---------------------------------	--

Notes:

City of Alachua Community Redevelopment Agency (CRA)
Business Facade Grant Program (Program)
Florida Public Records Law Requirements

PUBLIC RECORDS - GRANT RECIPIENT shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, made or received by the GRANT RECIPIENT and their contractors in conjunction with this Contract. Specifically, the GRANT RECIPIENT must:

- a) Keep and maintain public records that ordinarily and necessarily would be required by the CRA in order to perform the services being performed by the GRANT RECIPIENT.
- b) Provide the public with access to public records on the same terms and conditions that the CRA would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- d) Meet all requirements for retaining public records and transfer, at no cost, to the CRA all public records in possession of the GRANT RECIPIENT upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the CRA in a format that is compatible with the information technology systems of the CRA.

The GRANT RECIPIENT shall promptly provide the CRA with a copy of any request to inspect or copy public records in possession of the GRANT RECIPIENT and shall promptly provide the CRA a copy of the GRANT RECIPIENT's response to each such request. Failure to grant such public access will be grounds for immediate termination of this Contract by the CRA.

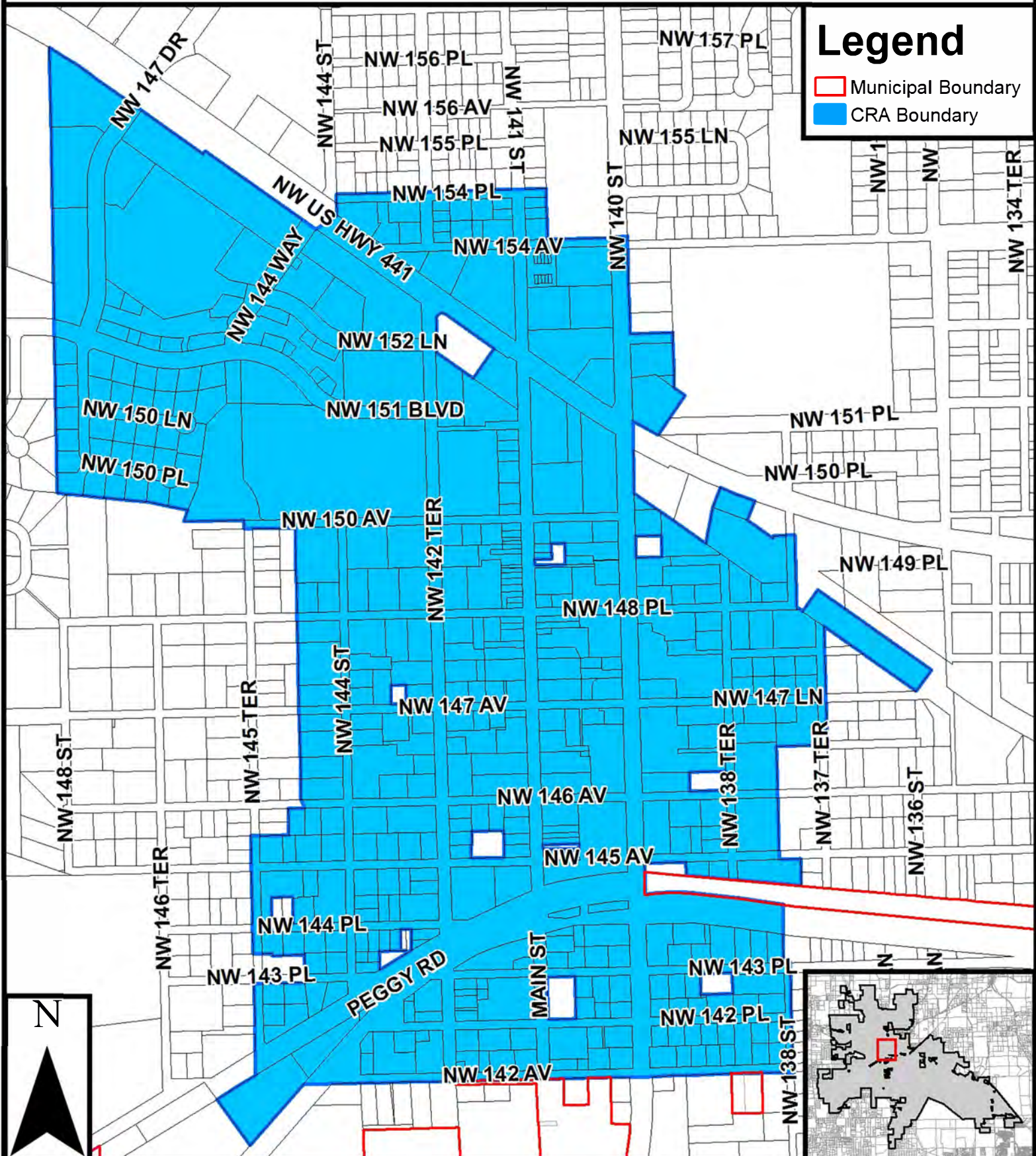
This provision will apply to all services provided unless the GRANT RECIPIENT can demonstrate by clear and convincing evidence that it is not or was not acting on behalf of the CRA under Florida law. The GRANT RECIPIENT will be held liable for plaintiff attorney fees and costs if a suit is properly filed and the court finds that the GRANT RECIPIENT unlawfully refused to comply with a public records request within a reasonable time.

The GRANT RECIPIENT shall contact Deputy City Clerk LeAnne Williams at (386) 418-6100 or lwilliams@cityofalachua.com, concerning any questions the GRANT RECIPIENT may have regarding the duty of the GRANT RECIPIENT to provide Public Records.

THE CRA OF ALACHUA RIGHT TO AUDIT

RIGHT TO AUDIT. The GRANT RECIPIENT agrees to furnish such supporting detail as may be required by the CRA to support charges or invoices, to make available for audit purposes all records covering charges pertinent to the purchase and to make appropriate adjustments in the event discrepancies are found. The CRA will pay the cost of any audit. The CRA shall have the right to audit the GRANT RECIPIENT's records pertaining to the work/product for a period of three (3) years after final payment.

Appendix D: Map of the Community Redevelopment Area



Business Facade Grant Program Property Owner Authorization

I, _____, understand that _____, is the leaseholder (the "Lessee" of the property located at _____ (the "Property" and is considering making certain improvements to the Property which may be funded in part by the City of Alachua Community Redevelopment Agency Business Facade Grant Program, hereinafter referred to as "Program." For the purposes of this authorization, hereinafter the Community Redevelopment Agency shall be referred to as "CRA" and the City of Alachua as "City".

I have reviewed the Program Policies and Procedures and the Program application to be submitted to the CRA by the Lessee. I agree and consent to the proposed improvements to the building located at the Property, as described and depicted in the Lessee's application for participation in the Program. I understand that the Lessee shall assume responsibility for completing all proposed improvements, and that I am not financially responsible for the Lessee's participation in the Program.

I understand and agree that neither the CRA nor the City shall assume any responsibility or liability for the improvements proposed by the Lessee or any other part for any action or failure of any contractor or other third party acting on behalf of the Lessee, and in no way does the CRA or the City guarantee any work to be done or material to be supplied for.

I further agree to hold the CRA and the City harmless from and indemnify them for and against any and all claims which may be brought or raised against the CRA, the City, or any of its officers, representatives, agents or contractors acting on their behalf regarding any matters relevant to the participant obligations under the Program.

I affirm to the CRA and the City that the Lessee holds a valid lease which shall remain valid for no less than six (6 months following the date of application for Program funding.

I have read the above statements and acknowledge and agree that the terms stated therein are met. I have no objection to the Lessee pursuing the funding under the Program for the improvements described in the Lessee's application for participation in the Program, and I authorize the Lessee to make the proposed improvements to the building at the Property as described in the Lessee's application.

Signature of Property Owner

Date

Typed or Printed Name of Property Owner

State of _____ County of _____

The foregoing application is acknowledged before me this _____ day of _____, 20____, by _____

_____, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

Signature of Notary Public, State of _____

City of Alachua Community Redevelopment Agency (CRA)
 Business Façade Grant Program
 Funding Priority Rating Sheet

ABOUT

The Business Façade Grant Program Funding Priority Rating Sheet offers a point system that rates how well the proposed Project meets the objectives listed in the CRA Amended Community Redevelopment Plan and the CRA Market Study & Economic Development Implementation Plan. Projects must get a **minimum of 30 points** to be eligible for Façade Grant Program Funding.

Through the façade improvement grant program, the CRA provides assistance to businesses to improve the attractiveness of their properties, and thereby works to achieve the CRA's goal to rehabilitate, conserve, and redevelop the Community Redevelopment Area. The CRA strives to improve economic development, historic preservation, and streetscape through grant program projects.

1. Economic Development

It is the CRA's intention to incentivize business opportunities that enhance the character of the CRA Area. A diverse balance of places to shop, walk, meet and make acquaintances is an important objective for the district to achieve long-term economic resilience. As listed in the CRA Market Study & Economic Development Implementation Plan, businesses types that the CRA is focused on are specialty markets, sporting goods stores, coffee shops, bakeries, antique stores, breweries, and bed and breakfasts.

<u>Economic Development</u>	<u>Points Total</u>
Facade is visible from Main Street, US 441, or SR 235 or is located within a block of a cross-street to Main Street US 441, or SR 235.	
YES	5
NO	0
Business is a use recommended to be targeted to revitalize downtown by the Alachua CRA Market Study & Economic Development Implementation Plan (see page 40):	
YES	10
NO	0
TOTAL	

NOTES:

2. Historic Preservation

Rehabilitation of historic properties is an important CRA objective. As encouraged in the CRA Community Redevelopment Plan, historic properties “should be maintained and respected in a manner that upholds their integrity as cultural resources.”

The National Register of Historic Places has designated an area within the CRA as the “City of Alachua Downtown Historic District”. There are 102 buildings within this district designated as structures that add to the historical integrity or architectural qualities of the District, referred to within the Master Site File as “contributing structures”. Improvements to these structures should preserve and restore the historic nature of the building.

Structures that are not listed as contributing to the City of Alachua Downtown Historic District should be considerate to the historic nature of its surroundings, and improvements made under the Program and should complement the character of the District as a whole.

<u>Historic Preservation</u>	<u>Points Total</u>
If the property is a “contributing structure” to the City of Alachua Downtown Historic District the proposed improvements restores or preserves the historic nature of the building.	
Poor	0
Fair	10
Good	20
If structure is not a “contributing structure” to the City of Alachua Downtown Historic District, the proposed improvements respect the historic character of the Community Redevelopment Area and the Downtown Historic District.	
Poor	0
Fair	5
Good	15
TOTAL	

NOTES:

3. Streetscape & Aesthetics:

Commercial areas benefit from enhanced streetscapes for pedestrians. Such improvements can lead to better connectivity between commercial businesses within the district. Improvements that help to create a safe and pleasant experience for pedestrians include: human scale lighting, large bay windows, decorative entries, transparent windows, awnings, and a variation of façade materials. By accommodating pedestrians, the space can become a place where people want to be, further activating them.

<u>Streetscape Aesthetics and Functionality</u>	<u>Points</u>
Improvements enhances building aesthetics on a pedestrian scale and creates an overall streetscape of visual interest.	
Poor	0
Fair	10
Good	20
TOTAL	
Improvements are complementary to surrounding buildings.	
Poor	0
Fair	10
Good	20
TOTAL	

<u>Improvement</u>	<u>Points</u>
Current condition or appearance of the building façade.	
Poor	20
Fair	10
Good	0
TOTAL	

NOTES:

4.

TOTAL POINTS EARNED:	85
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Notes:



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Businss Facade Grant Program

SPECIAL CRA BOARD MEETING

OCTOBER 07, 2024

Business Facade Grant Program

Applicant: Rick Robertson
Conestogas Restaurant

Location: 14920 Main Street

Summary

A request by Rick Roberston, applicant, property owner and principal of Conestogas Restaurant Inc., requesting approval of a Business Facade Grant Application for Project improvements to building located at 14920 Main Street.

Improvements proposed include the following:

- New-style fixed awnings – framework & cover

Total estimated project cost: \$12,260.00

Maximum grant award: \$6,130.00

Business Facade Grant Program Overview

General purpose of the Business Façade Grant Program:

- Provide assistance to rehabilitate the facades of the commercial buildings within the Community Redevelopment Area

In order to be eligible for the Program, Project must:

- Improve aesthetics of exterior façade of a commercial building
- Facilitate redevelopment consistent with the CRA Community Redevelopment Plan

Project improvements must:

- Be compatible and complementary to buildings located on either side of the street in the area surrounding the Project building

Business Facade Grant Program Overview

To support that the Project meets the requirements of the Program Policies and Procedures, the applicant has submitted (as applicable to the project):

- Pictures of existing building showing its current condition
- Photo rendering of building after improvements
- Color samples
- Two written contractor estimates
- Proof of current property taxes
- Copy of Local Business Tax Receipt
- Proof property is current in utility bills
- Copy of lease agreement

Current Condition



Issues

- 25-year old awning
- Awning storm damage



Photorealistic Rendering



Proposed Improvements

New-Style Fixed Awning – Framework & Black Cover

Cover Color Samples

Black Fabric



Program Requirements

Proposed project meets the requirements of the Business Facade Grant Program Policies and Procedures, including:

- Applicant and property eligibility;
- Property and occupant requirements;
- Project requirements;
- Minimum requirements for applications and supporting materials

Funding Priority Rating Sheet

- In order to be eligible to receive Program funding, a Project must receive a minimum of 30 points.
- Based upon Staff's evaluation, the Project earned **85 points** and is eligible for participation under the Program.

Staff Recommendation

Staff recommends that the Community Redevelopment Agency Advisory Board find the Business Façade Grant Program Application submitted by **Rick Robertson**, applicant, property owner and principal of **Conestogas Restaurant Inc.**, for improvements to a building located at **14920 Main Street**, to be consistent with the Business Façade Grant Program Policies and Procedures and transmits the application to the City of Alachua Community Redevelopment Agency with a recommendation to approve.