

Chair Walter Welch
Vice Chair Shirley Green Brown
Member Jacob Fletcher
Member Jennifer Ringersen
Member Dayna Williams

City Manager Rodolfo Valladares
City Attorney Marian Rush

The Community Redevelopment Agency will conduct a
Community Redevelopment Agency Meeting
At 5:00 PM
to address the item(s) below.

Meeting Date: August 11, 2025

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

APPROVAL OF THE AGENDA

I. OLD BUSINESS

A) GATEWAY SIGN ON MAIN STREET AND US-441 - PROJECT OVERVIEW

II. NEW BUSINESS

A) APPROVE MEETING MINUTES JUNE 9, 2025

B) APPROVE MEETING MINUTES - JUNE 23,2025 SPCRAB

C) STAFF UPDATES

D) CRA RESOLUTION 25-07: BUSINESS FACADE GRANT PROGRAM APPLICATION: A REQUEST BY FLA HOMES INC., APPLICANT, AND ALACHUA COMMERCIAL PROPERTIES LLC, PROPERTY OWNER, SEEKING THE APPROVAL OF A COMMUNITY REDEVELOPMENT AGENCY (CRA) BUSINESS FACADE GRANT APPLICATION FOR PROJECT IMPROVEMENTS TO A BUILDING LOCATED AT 14910 MAIN STREET.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN



Commission Agenda Item

MEETING DATE: August 11, 2025

SUBJECT: Gateway Sign on Main Street and US-441 - Project Overview

PREPARED BY: Susan King

RECOMMENDED ACTION:

Receive presentation

Summary

At the Special CRA Board Meeting, held on June 23, 2025, the Gateway Sign - Project Overview item was moved to the next regular CRA board meeting, due to time constraints, based on consensus.

Staff was seeking the CRA's approval to purchase the parcel on the SE corner of Main Street and US-441 for a Gateway Sign and electronic message board. A new and more striking gateway sign, designed by ThemeWorks, would replace the existing 10'4" x 9' freestanding monument sign that was installed in 2009.

The installation of a prominent gateway sign at the threshold of Main Street and the historic district would implement one of the recommendations included in the City of Alachua Amended Community Redevelopment Plan and 2019 City of Alachua's Wayfinding Master Plan.

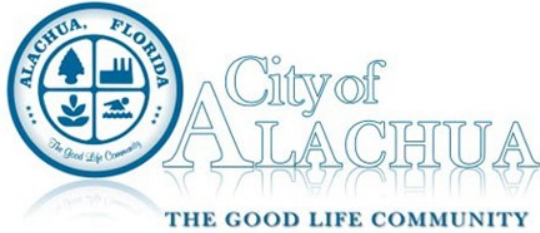
All interested parties have reached an impasse on negotiations regarding acquisition. Thus, this project is on an indefinite hold.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

None



Commission Agenda Item

MEETING DATE: August 11, 2025

SUBJECT: Approve Meeting Minutes June 9, 2025

PREPARED BY: Brenda Flieger

RECOMMENDED ACTION:

Approve the meeting minutes for the June 9, 2025, meeting.

Summary

Approve Meeting Minutes June 9, 2025

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. 25.06.09..M.CRAB

II. NEW BUSINESS

A) APPROVE MEETING MINUTES - APRIL 7, 2025

Member Ringersen moved to approve the minutes from the April 7, 2025 meeting; seconded by Vice Chair Green-Brown.

Motion passed by 4-0 vote.

B) APPOINTMENT TO COMMUNITY REDEVELOPMENT ADVISORY BOARD

LeAnne Williams, Deputy City Clerk, presented information for vacancies on the Community Redevelopment Advisory Board.

Applicant Mandy Bucci addressed the Board.

Applicant Kelly Harris addressed the Board.

Ms. Williams handed out the ballots to the Board. Voting commenced.

Ms. Williams read out loud the results of the ballots.

Mandy Bucci 3 of 4 yes votes and Kelly Harris 4 of 4 yes votes. Both had the majority vote so both can be appointed.

Member Dayna Williams moved to read resolutions by title only; seconded by Vice Chair Green-Brown.

Motion passed by 4-0 vote.

City Attorney Marian Rush read CRA Resolution 25-05 by title only.

Member Williams moved to adopt CRA Resolution 25-05; seconded by Member Ringersen.

Motion passed by 4-0 vote.

C) RESOLUTION CRA 25-06: AMENDING THE FISCAL YEAR 2024-2025 BUDGET FOR THE RECEIPT OF UNANTICIPATED REVENUE; INCREASING THE CRA SPECIAL REVENUE FUND TO APPROPRIATE REVENUES AND EXPENSES RELATED TO THE T-MOBILE HOMETOWN GRANT PROGRAM.

City Attorney Rush read CRA Resolution 25-06 by title only.

Susan King, Community Redevelopment Coordinator, presented information pertaining to CRA Resolution 25-06.

Member Ringersen moved to adopt CRA Resolution 25-06 and adopt the budget amendment; seconded by Member Williams.

Member Williams commended Ms. King for her work on obtaining this grant for the city.

Rodolfo Valladares, Assistant City Manager, City of Alachua, also praised Ms. King for her dedication and hard work.

Motion passed by 4-0 roll call vote.

D) STAFF UPDATES

Susan King, Community Redevelopment Coordinator, presented her Staff Report.

The Theater Park project has been awarded, and substantial completion is estimated for 120 days.

Six two-hour parking signs have been placed on Main Street. Courtesy letters were either hand-delivered or mailed to residents and businesses.

Member Williams asked if Ms. King was receiving positive feedback from the time-limited parking initiative. She also stated that the signs look very professional.

Main Street lighting project phase 1. 36 grapevine light balls have been installed in the Main Street area. More accent lighting will be installed at a later date.

Vice Chair Green-Brown asked about the kick-off meeting for the Theater Park project.

Mr. Valladares explained what the meeting was for and who was to attend.

Vice Chair Green-Brown asked how many businesses have given feedback about the two-hour parking signs.

Ms. King estimated that at least 4-5 have responded positively to the signs.

Vice Chair Green-Brown asked to hear from some of the business owners in the audience about the parking signs.

Kelly Harris stated the signs have improved parking availability during peak hours of the day.

Mandy Bucci stated that her customers were happy that they could find parking in front of the store when purchasing furniture because they don't have to carry it across the street for loading.

Pamela Jones, Manager/Owner of Lee's Hair Boutique, stated she was never notified of the parking signs. She commented that she should have been asked for input about the hours listed on the signs. All businesses should have been included.

Marty Eskerts stated that customers of the hair salon need more than two hours for the appointments they have.

E) PROPOSED CONCERT SERIES FOR DOWNTOWN

Susan King, Community Redevelopment Coordinator, presented her report on the proposed Concert Series Program. She explained how the Levit Music Series Grant Program works. It is a multi-year matching grant opportunity.

Member Williams asked Ms. King to explain the matching funds concept. Specifically, where and from whom the funds would be needed.

Ms. King explained in detail some examples of where the monies would come from.

Member Williams questioned the location of Skinner Park as the place where the concerts would be held. She asked if the location could be changed after submission of the application. She is concerned about the location not working for this type of event.

Mandy Bucci and Shasta Shellhorn stepped up to further explain specific details concerning the application process and what information is needed.

Member Ringersen about what day was chosen for these concerts to be held.

Ms. King stated Fridays were chosen.

Vice Chair Green-Brown asked about the due date of the application.

Ms. King confirmed June 30th as the date required.

Vice Chair Green-Brown reiterated that she also has concerns about Skinner Park being the location and needs more information.

Member Williams asked if a special meeting was needed, with this being the only agenda item. She also questioned advertising requirements for a special meeting.

Brenda Flieger, Planning Assistant, explained the deadline requirements and advised the Board that June 23rd would be the earliest day they could conduct the meeting to accommodate the posting requirements.

Leon Barrows questioned the Board about their indecisiveness. He stated that Main Street needs to grow and this is a perfect opportunity to get Main Street some exposure.

Kelly Harris confirmed that there have been a lot of hours already put into this application. The location and number of concerts can be changed once the application is submitted.

****5:55 pm. Member Jacob Fletcher is present. ****

Member Williams stated that her suggestion of a special meeting was not to turn down the idea but to get further information prior to the application deadline.

Vice Chair Green-Brown moved to have a special meeting on June 23, 2025; seconded by Member Ringersen.

Ms. Bucci explained more about the application process and the absolute need to apply prior to the deadline. She also explained that submission of the application is only the first step.

Soorya Lindberg asked if the meeting could be held on the 16th instead of the 23rd.

Member Williams stated that it could not be held on the 16th.

Motion passed by a 5-0 roll call vote.

F) GATEWAY SIGN - PROJECT OVERVIEW

Based on consensus, this item is being moved to the Special Meeting on June 23rd due to time constraints.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

A concerned citizen (name not given) questioned the actions of some city employees for not being fair and equitable in their treatment of citizens.

ADJOURN

Member Ringersen moved to adjourn; seconded by Member Williams.

Motion passed by unanimous consent.

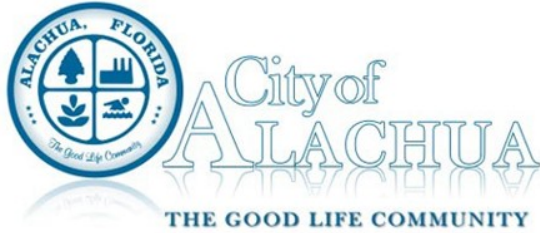
Chair Welch adjourned the meeting at 6:10 p.m.

ATTEST:

**CITY COMMISSION OF THE CITY OF
ALACHUA, FLORIDA:**

Rodolfo Valladares, CRA
Executive Director

Walter Welch, CRA Chair



Commission Agenda Item

MEETING DATE: August 11, 2025

SUBJECT: Approve Meeting Minutes - June 23,2025 SPCRAB

PREPARED BY: Brenda Flieger

RECOMMENDED ACTION:

Approve the meeting minutes from the June 23,2025, SPCRAB

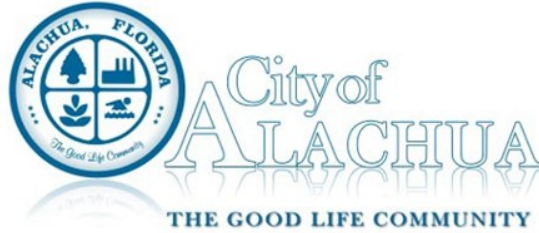
Summary

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. 25.06.23.M.SPCRAB



Special Community Redevelopment Agency Meeting Minutes
June 23, 2025 at 5:00 PM

Chair Walter Welch
Vice Chair Shirley Green Brown
Member Jacob Fletcher
Member Jennifer Ringersen
Member Dayna Williams

**Executive Director Rodolfo
Valladares**
City Attorney Marian Rush

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

Community Redevelopment Agency Meeting

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CALL TO ORDER

Shirley Green Brown – Acting Chair 5:03 p.m.

Walter Welch - Chair - Absent

I. NEW BUSINESS

A) PROPOSED CONCERT SERIES FOR DOWNTOWN

Susan King, Community Redevelopment Coordinator, presented her information on the Levitt Music Series Grant Program.

Ms. King explained that at the May 19, 2025, Community Redevelopment Advisory Board meeting, they made the recommendation for the CRA Board to support this concert series. Staff suggests a minimum of \$20,000.00 be allocated from the CRA budget each fiscal year for the next three years, if awarded the grant. A combination of

in-kind donations, support from additional partner organizations and sponsorship will complete the total annual \$40,000.00 match requirement. The deadline for this grant application is Monday, June 30, 2025.

Ms. King further explained what would qualify as an in-kind match. She stated that this has been added up already, and the in-kind match has been met. She cited examples of what qualifies.

Member Dayna Williams asked for the total of in-kind that was calculated.

Ms. King stated at this point it would be \$53,200.00.

Acting Chair Green Brown asked for copies to the Board of the list Ms. King was looking at.

Member Williams expanded on her questions. She asked if this in-kind was every year and if Levitt would match up to the \$40,000.00 every year. She also summarized her understanding concerning the cash input needed for the grant match, since at least half of the \$40,000.00 has to be cash. She asked if any other department in the City has been asked for any contributions.

Ms. King confirmed her understanding and stated that the Recreation Department will be requesting \$10,000.00 from their budget. However, their budget is tight. Regardless, they have committed to contributing staff hours and equipment, which can be added to the in-kind contributions.

Member Jennifer Ringersen asked if local music groups would be sought out for these concerts.

Ms. King stated that the headliner has to be a national touring group, but the opening act could be local groups.

Mandy Bucci expanded on the definition of "national touring group" for clarification to the Board. The intent is to have these concerts be longer than the one hour that the grant is paying the bands for, so they will be looking to have local area bands be the opening acts.

Member Jacob Fletcher asked about the voting process for this grant.

Ms. King explained that this deadline is to pick the finalist, then there will be one month for public voting. The winner announcement will be made in November and grant disbursements will be made shortly thereafter.

Member Fletcher also asked if Theater Park could be used because it would be completed and open by that time.

Ms. King reiterated that a designated area must be stated on the application. Skinner Park is the most logical, at this point because of the open grassy area. For the first year, the listed venue on the application must be used. For the following years, a different venue can be listed as well as alternate-multiple locations.

Ms. Bucci added the dates are predetermined, so the grant-writing committee looked at other communities to see what events are occurring in surrounding areas. Therefore, the committee picked Fridays in April and September to be within the requirements.

*****Chair Walter Welch is now present.*****

Executive Director Rodolfo Valladares explained why there are concerns about Skinner Field being the designated location the first year because there can be water issues after a heavy rain at that location. He asked if moving it for that reason was acceptable.

Ms. Bucci explained that a rain location is permitted and listed on the application. It was determined the gym at Hal Brady can be utilized or Legacy Park if the gym is not available.

Vice Chair Green Brown asked what if none of these locations are available.

Ms. Bucci stated the Parks and Recreation Department assured the committee a rain location would be available.

Vice Chair Green Brown asked if Ms. King was the primary contact, which was confirmed. She then asked Ms. Bucci about an email she sent to the Board. She questioned the fact that there is question 4 but not 1,2 or 3.

Ms. Bucci explained that every member of the committee was given a question to research and answer. When the board asked her for all of her information, she sent it. She reminded the Board that this grant application is very lengthy and intensive, and she does not know who answered the other questions.

Vice Chair Green Brown then asked about the template provided in the email.

Ms. Bucci explained that the grant writer they hired created a template that sponsors, supporters and contributors could utilize so they didn't have to come up with verbiage on their own.

Vice Chair Green Brown wanted to know how the city responded to the question concerning any other concert series in the surrounding areas within a 20-mile radius. She specifically asked about Legacy Park.

Ms. King stated that there is one series in Gainesville on Wednesdays; however, the City of Alachua does not benefit from those concerts due to the distance. There used to be a series at Legacy Park a long time ago, but it was discontinued.

Vice Chair Green Brown asked for a copy of the complete application when available.

Chair Welch requested a copy of the partner letter from ABL.

Member Fletcher asked for details about specifically what the Board needs to vote on at this meeting.

Ms. Bucci stated that the Board needs to decide to provide the potential cash match, if awarded, of 50%; being \$20,000.00 for three years.

Executive Director Valladares asked Ms. King to provide the recommendation that she is asking the Board to consider.

Ms. King stated-"The recommended action is to receive and approve the Community Redevelopment Agency Advisory Board's recommendation to provide matching CRA funds for a three-year period if awarded the Levitt Music Series Grant."

Vice Chair Green Brown so moved; seconded by Member Fletcher.

Member Ringersen asked if the committee chose the dates listed or were they dictated by the grant.

Ms. King explained the committee chose those dates based on area activity and criteria listed in the application.

Member Williams asked Ms. Bucci who the four letters of support were from. She asked Executive Director Valladares if the motion could be amended because a dollar amount and time frame were not specifically stated.

Ms. Bucci listed Alachua Farm and Lumber, Music Junction, the engineering firm, Josh's Place, Kelly's Creations, The Mustard Seed Collection, and The Chamber.

Executive Director Valladares agreed with that amendment and asked Ms. King to restate the recommended action including monies and time frames.

Ms. King expanded the language and stated-"The recommended action is to receive and approve the Community Redevelopment Agency Advisory Board's recommendation to provide matching CRA funds in the amount of \$20,000.00 per year for a three-year period if awarded the Levitt Music Series Grant."

Vice Chair Green Brown "so moved"; seconded by Member Ringersen.

Chair Welch asked for citizen comment.

Kelly Harris commented on the concert series that was attempted 4–5 years ago. She noted the festivals put on by the Alachua Business League were quite successful. This group is backing this concert series. She is emphasizing the need for the support of this Board.

Rudy Rothseiden emphasized the need for arts and culture in the community. He also stated that the bands chosen need to be good music that a majority of the community would enjoy. He also reminded the Board that advertisements for this series, if awarded, would be essential to its success.

Executive Director Valladares reiterated that this is a chance for local talents to gain positive exposure.

Member Fletcher stated that should this grant not be awarded to the City, he hopes this type of concert series could still be pulled together somehow to benefit the citizens and businesses of Alachua.

Vice Chair Green Brown expressed her gratitude to the members of the grant committee that worked so hard on the application.

Member Ringersen asked about the dates maybe being flexible.

Ms. Bucci stated that they are flexible, but they still have to be within the parameters of the grant.

Motion passed by 4-1 roll call vote.

Mayor Welch explained his reasoning behind his no vote. He stated that he has budget concerns and believes the monies could be better utilized elsewhere. He understands the desire for this type of function.

B) GATEWAY SIGN ON MAIN STREET AND US-441 - PROJECT OVERVIEW

Susan King, Community Redevelopment Coordinator, presented her information concerning the Gateway Sign on Main Street and US 441.

Executive Director Valladares reminded the Chair of the time limit to address this issue.

Member Ringersen stated that she is all for this sign. However, she does not agree with the purchase of the small plot of land and questions if other places were investigated.

Chair Welch asked Ms. King for the cost break down for this sign.

Ms. King explained the details of the project.

Member Williams expressed her concern for time limitations. She believes that a vote should not occur, and this item needs to be moved to a different meeting.

Executive Director Valladares asked Ms. King for the date of the next regular CRA meeting.

Ms. King stated August but they could request another special meeting.

Member Williams stated that due to the holiday and other events in July, she requested this item be moved to the August CRA meeting.

City Attorney Marian Rush stated that it could be a motion, but it is not necessary in this situation.

The entire Board agreed with this request.

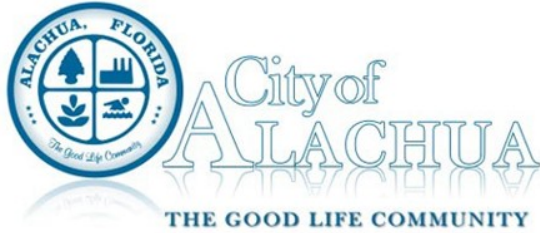
Item B - Gateway Sign on Main Street and US-441 - Project Overview, will be deferred to the regularly scheduled Community Redevelopment Agency's August 11th meeting.

ADJOURN

Member Ringersen moved to adjourn; seconded by Member Jacobs.

Motion passed by unanimous consent.

Chair Welch adjourned the meeting. 5:55 p.m.



Commission Agenda Item

MEETING DATE: August 11, 2025

SUBJECT: Staff Updates

PREPARED BY: Susan King

RECOMMENDED ACTION:

Receive updates

Summary

Theatre Park Project Update

Renovation work is currently underway at Theatre Park. The general demolition is completed. The masonry repairs, concrete foundation placement, and structural steel and signage steel fabrication is in progress. Other work that should be completed in August includes the following: install the drainage system; clean, seal and waterproof the brick walls; backfill the excavations; rough grade the site; erect the structural steel; demolish existing electrical infrastructure; and install all conduits.

Levitt AMP Music Festival Update

Staff applied for a multi-year matching grant to bring the Levitt Music Series to downtown Alachua. The deadline was June 30, 2025. Semi-finalists will be notified in mid-August with Public Voting taking place September 5-15. Finalists will be announced on September 16 and grant recipients announced on November 18. The Levitt Music Series, which brings award-winning local, regional and global talent to towns and cities across the country, currently has 650 free Levitt concerts taking place this season.

CRA Advisory Board Recommendations

At the July 21, 2025, CRA Advisory Board meeting, the board members made the following recommendations to the CRA Board:

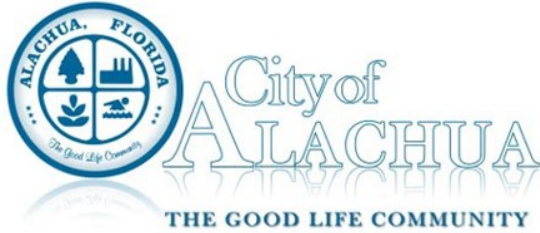
1. Consider a trial period for intermittent one-block street closures on Main Street, between NW 150 Avenue and NW 148 Place, to facilitate regular, small-scale events, and request that staff provides costs, logistics and other information needed to further explore and evaluate this proposal. (Example of small-scale events – food truck rallies, art and cultural events, entertainment, pop-up and farmers markets, etc.) – Motion passed by 4-0 roll call vote.
2. Present feedback on working with and attracting a farmers market to downtown Alachua, – Motion passed by 4-0 roll call vote.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

None



Commission Agenda Item

MEETING DATE: August 11, 2025

SUBJECT: CRA Resolution 25-07: Business Facade Grant Program Application: A request by Fla Homes Inc., applicant, and Alachua Commercial Properties LLC, property owner, seeking the approval of a Community Redevelopment Agency (CRA) Business Facade Grant Application for Project improvements to a building located at 14910 Main Street.

PREPARED BY: Susan King

RECOMMENDED ACTION:

Staff recommends that the Community Redevelopment Agency Board:

1) Find the Business Facade Grant Program Application, submitted by **Fla Homes Inc.**, applicant, and **Alachua Commercial Properties LLC**, property owner, for improvements to a building located at **14910 Main Street**, to be consistent with the Business Facade Grant Program Policies and Procedures; and

2) **Adopt Resolution CRA 25-07.**

Summary

This application is a request by **Fla Homes Inc.**, applicant, and **Alachua Commercial Properties LLC**, property owner, seeking the approval of a Community Redevelopment Agency (CRA) Business Facade Grant Application for Project improvements to a building located at **14910 Main Street**. The Project improvements proposed by the applicant include the following: **replacing and updating the awning** in front of the building leased by Kelly's Kreations Gifts & Flowers, which is weathered, torn and missing awning sections due to the 2024 hurricanes.

Resolution CRA19-01 established the Business Facade 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: **a sketch of the proposed improvements; color sample; and a picture of the existing building in its current condition.**

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.

Additionally, the Program Policies and Procedures establishes a Funding Priority Rating Sheet. In order to be eligible to receive Program funding, a Project must receive a minimum of 30 points. Staff has reviewed and rated the Project Improvements proposed by this application. Based on Staff's evaluation, the Project earned **85 points** and is therefore eligible for participation in the Program. Staff's rating for the Project is attached to this agenda item for the CRA's reference.

The Program provides a 50% matching grant between \$500 and \$12,500 for actual Project costs. The total estimated Project cost is \$1,128.75; therefore, the maximum grant award is \$565.00.

The Community Redevelopment Agency Advisory Board finds the Business Façade Grant Program Application to be consistent with the Business Façade Grant Policies and Procedures and transmits the application to the City of Alachua Community Redevelopment Agency with a recommendation to approve.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. Resolution CRA 25-07 - Fla Homes Inc
2. Exhibit A to Resolution 25-07 - Scope of Work
3. Exhibit B to Resolution 25-07 - Funding Agreement
4. Exhibit A to Funding Agreement - Façade 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 CRA25-07

A RESOLUTION OF THE CITY OF ALACHUA COMMUNITY REDEVELOPMENT AGENCY (CRA) AWARDING A BUSINESS FAÇADE GRANT TO FLA HOMES INC. APPLICANT, AND ALACHUA COMMERCIAL PROPERTIES LLC, PROPERTY OWNER, (HEREINAFTER “GRANT RECIPIENT”) IN AN AMOUNT NOT TO EXCEED \$565.00. 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 14910 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 \$565.00, 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 11th day of August, 2025.

COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF
ALACHUA, FLORIDA

Walter Welch, CRA Chair

ATTEST:

Rodolfo Valladares, CRA Executive Director

Scope of Work

Replacing and updating the awning in front of the building located at 14910 Main Street, which is weathered, torn and missing awning sections due to the 2024 hurricanes.

Current Condition



Type of Replacement Awning Proposed - 26-gauge Galvalume



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 Fla Homes Inc. (applicant) and Alachua Commercial Properties LLC (property owner), (hereinafter “GRANT RECIPIENT”) this 11th day of August, 2025.

RECITALS

WHEREAS, GRANT RECIPIENT has demonstrated a desire to rehabilitate the physical, economic, and aesthetic appeal of business and all the property located at 14910 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 **August 11, 2025**, the CRA approved awarding a business façade grant (hereinafter “GRANT”) to GRANT RECIPIENT in an amount not to exceed **\$565.00**; 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 receive for the CRA.

SECTION 4. Covenants of CRA. CRA agrees to, as herein provided, reimburse GRANT RECIPIENT in an amount not to exceed **\$565.00**, 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 **February 11, 2026** or by hand delivery to CRA staff at (City Hall, located at 15100 NW 142nd Terrace, Alachua, FL, 32615, on or before **February 11 ,2026**. 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 **February 11, 2026**.

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: _____

CITY OF ALACHUA CRA:

Rodolfo Valladares _____
CRA Executive Director _____
Date: _____
Signature: _____

GRANT RECIPIENT WITNESS:

Name: _____
Title: _____
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: Fla Homes, Inc.
 Mailing Address: 13919 NW 145th Avenue
 Alachua, FL 32015
 Phone/Cell #: 386-418-4663
 Email: flahomes@windstream.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: Alachua Commercial Properties, LLC
 Mailing Address: 13919 NW 145th Avenue
 Alachua, FL 32015
 Phone/Cell #: 386-418-4663
 Email: flahomes@windstream.net

Business Owner Information (Tenant)

Business Owner Name: Kelly Harris - Kelly's Kreations Gifts + Flowers
 Mailing Address: 14910 Main Street
 Alachua, FL 32015
 Phone/Cell #: 352-575-5533
 Email: kkgiftsandflowers@outlook.com
 City Local Business Tax Receipt Number:

SITE IDENTIFICATION AND HISTORY

Name of business or site: Kelly's Kreations Gifts + Flowers
 If property is not occupied will it be occupied upon completion of the project?
 Location Address: 14910 Main Street
 Year building was constructed: 1900
 Tax Parcel Number: 03627-000-000
 Existing Use: Store Retail
 Proposed Use: Store Retail

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

The canvas awning is weathered, torn and missing sections.

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.

We are proposing the replacement of the awning in front of our building at 14910 Main Street, Alachua. Due to last years storm, Helene, it is torn, missing in several places and weathered. We feel that we will be aligning with the goals of the C.R.A. to "rehabilitate, conserve and redevelop" by making this improvement. Many awnings on Main Street have been updated and we are looking forward to contributing to the historic character of Main Street by doing the same.

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).

SIGNATURE PAGE

I, Debbie Herring, 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.

Debbie Herring, mgma
Signature of Applicant

Signature of Co-applicant

Debbie Herring, Managing Member
Typed or printed name and title of applicant

Typed or printed name of co-applicant

5/19/25
Date

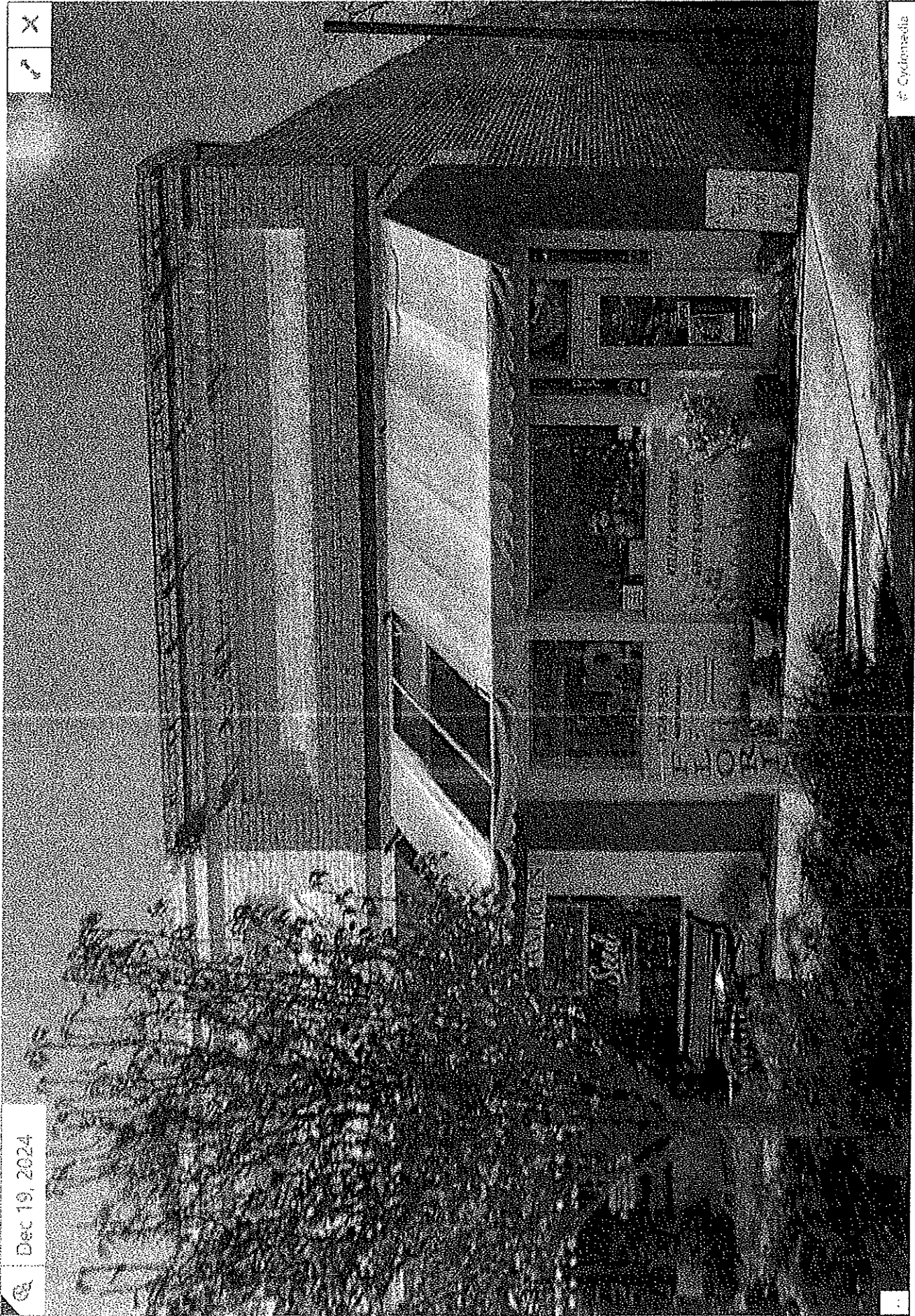
Date

State of Florida County of Alachua

The foregoing application is acknowledged before me this 19th day of May, 2025 by Debbie Herring, who is/are personally known to me, or who has/have produced _____ as identification.



Kristy D Morgan
Signature of Notary Public, State of Florida

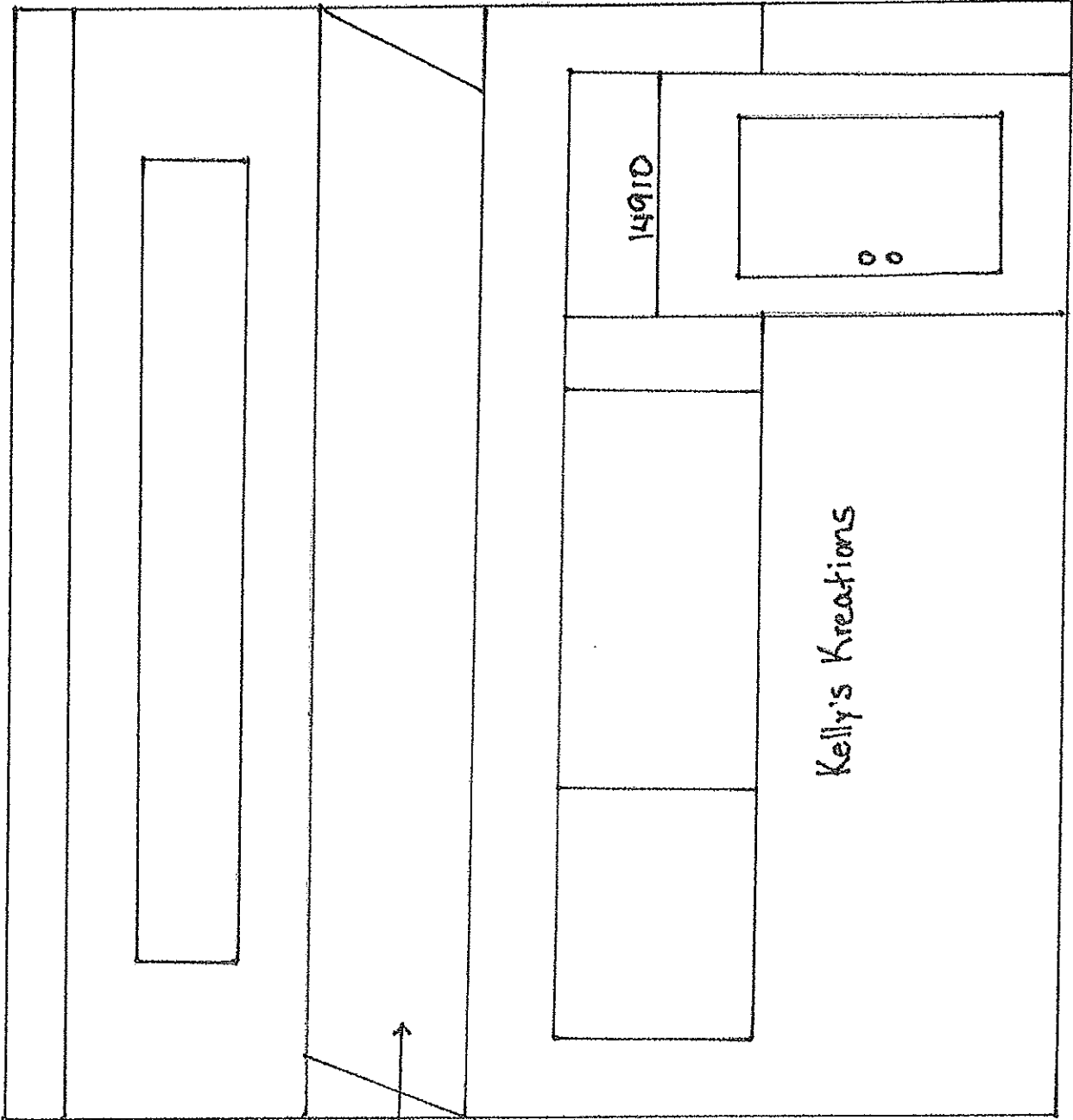


Dec 19, 2024



Cyclonmedia





Proposed Replacement of Awning



2024 PAID REAL ESTATE
 NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	PROPERTY ADDRESS	MILLAGE CODE
03627-000-000	14910 MAIN ST	1700

ALACHUA COMMERCIAL PROPERTIES
 LLC
 13919 NW 145TH AVE
 ALACHUA, FL 32615-6218

EXEMPTIONS:



AD VALOREM TAXES					
TAXING AUTHORITY	MILLAGE RATE	ASSESSED VALUE	EXEMPTION(S)	TAXABLE VALUE	TAXES LEVIED
COUNTY GENERAL	7.6180	90,762	0	90,762	691.42
LIBRARY GENERAL	1.0000	90,762	0	90,762	90.76
SCHOOL CAP PROJECT	1.5000	154,270	0	154,270	231.41
SCHOOL DISCRNRY & CN	0.7480	154,270	0	154,270	115.39
SCHOOL GENERAL	3.0130	154,270	0	154,270	464.82
SCHOOL VOTED	1.0000	154,270	0	154,270	154.27
CHILDREN'S TRUST	0.4500	90,762	0	90,762	40.84
SUWANNEE RIVER WATER MGT DIST	0.2936	90,762	0	90,762	26.65
CITY OF ALACHUA	5.9500	90,762	0	90,762	540.03
TOTAL MILLAGE		21.5726		AD VALOREM TAXES	\$2,355.59

Please Retain this Portion for your Records. Receipt Available Online.

LEGAL DESCRIPTION
 OLMSTEAD SURVEY PB C-79B N 35.4 FT
 OF E 140 FT OF LOT 4 BK 2 LESS W 40
 FT PER OR
 See Additional Legal on Tax Roll

NON-AD VALOREM ASSESSMENTS			
LEVYING AUTHORITY	UNIT	RATE	AMOUNT
801 BOCC SOLID WASTE MGMT	1.000	@ 23.6100	23.61
550 COUNTY FIRE SERVICES	1.000	Varies	256.89
NON-AD VALOREM ASSESSMENTS			\$280.50

PAY ONLY ONE AMOUNT.

COMBINED TAXES AND ASSESSMENTS **\$2,636.09**

IF PAID BY PLEASE PAY	Dec 31, 2024 \$0.00				
--------------------------	------------------------	--	--	--	--

JOHN POWER, CFC 2024 PAID REAL ESTATE
 ALACHUA COUNTY TAX COLLECTOR NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
 PLEASE PAY IN U.S. FUNDS TO JOHN POWER, TAX COLLECTOR • P.O. BOX 44310 • JACKSONVILLE, FL 32231-4310

ACCOUNT NUMBER	PROPERTY ADDRESS
03627-000-000	14910 MAIN ST

ALACHUA COMMERCIAL PROPERTIES
 LLC
 13919 NW 145TH AVE
 ALACHUA, FL 32615-6218

PAY ONLY ONE AMOUNT

IF PAID BY	PLEASE PAY
<input type="checkbox"/> Dec 31, 2024	\$0.00
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

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. 0669

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

MERCHANT

*doing business at 14910 MAIN ST
in the city of CITY OF ALACHUA
for the period beginning on October 01 2024 and ending on September 30, 2025*

Issued: August 2024

KELLYS KREATIONS GIFT BASKETS
13950 NW 131ST PL
ALACHUA, FL 32615-6237

Kelly Wilburn

City Manager or Designee



CITY OF ALACHUA
 PO Box 0
 Alachua, FL 32616-0000

FOR BILLING INFORMATION CALL (386) 418-6110

Account Number	25098
Billing Date	06/08/25
Cycle	2
Due Date	05/25/25
Total Due	\$224.37
Amount Due After Due Date	\$224.81
Cutoff Date	06/19/2025

KELLY'S KREATIONS
 14910 MAIN ST
 ALACHUA, FL 32616-8591

Amount Paid: _____



DETACH AND RETURN STUB WITH REMITTANCE

KELLY'S KREATIONS

Online Account PIN: 25098

Account #	Service Address	Bill From	Bill To	Not Days	Due Date	TOTAL DUE
25098	14910 MAIN ST	03/19/25	04/24/25	36	05/25/25	\$224.37

Service	Prov. Read	Current Read	Usage	Service	Charge
FL-0	54956	58491	1535	POWER COST ADJ @ \$1.00/300	\$4.00
WA-0	11930	12660	730	ELECTRIC USAGE	\$162.88
				SEWER USAGE	\$20.08
				WATER USAGE	\$14.62
				MOSQUITO SERVICE	\$1.10
				WATER UTILITY TAX	\$1.46
				GROSS RECEIPTS TAX	\$4.07
				ELECTRIC UTILITY TAX	\$16.83
				STATE SALES TAX	\$13.37
				NON-TAXABLE	-\$4.44

CITY OF ALACHUA / PO BOX 0 / ALACHUA, FL 32616-0000

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 MAY 19TH.

CITY HALL WILL BE CLOSED MONDAY, MAY 26TH IN OBSERVANCE OF MEMORIAL DAY.

PLEASE VISIT [HTTP://WWW.CITYOFALACHUA.COM/PAPERLESS](http://WWW.CITYOFALACHUA.COM/PAPERLESS) TO ENROLL IN PAPERLESS BILLING.

ANY PAST DUE BALANCES ARE SUBJECT TO IMMEDIATE DISCONNECTION.

Previous Balance	\$0.00
Current Charges	\$224.37
Total Due	\$224.37



BUSINESS LEASE

1. PARTIES - The parties to this business lease are:

- 1.1 Alachua Commercial Properties, LLC, a Florida limited liability company, whose address is 13919 NW 145th Avenue, Alachua, Florida 32615 as LANDLORD; and
- 1.2 Kelly's Kreations Gifts & Flowers, 14910 Main Street, Alachua, Florida 32615, as TENANT

2. PREMISES

- 2.1 Landlord hereby leases to Tenant the following property (the premises):
The premises located at 14910 Main Street, Alachua, Florida 32615
(Alachua County Tax Parcel Number - 03627-000-000)

3. TERM

- 3.1 This lease will be for a one-year term.
- 3.2 The parties will execute and Landlord may record a memorandum in the form set out in Appendix A to reflect the date on which the term begins and ends.

4. RENT

- 4.1 Base Rent - Tenant agrees to pay the Landlord the sum of:

\$1600 as base rent plus \$56 as sales and use taxes in advance with the first month's rent to be paid upon signing this agreement and held by the Landlord.

4.1.1 If the rent commencement date is the first day of the month, the next monthly rent payment shall be due and payable on the first day of the month following the rent commencement date and successive rent payments shall be due and payable on the first day of each month during the lease term.

4.1.2 If the rent commencement date is not the first day of the month, prorated rent for the remaining days of the month shall be due and payable on the rent commencement date. The first month's rent shall be applied to the first full calendar month of the lease term and thereafter rent shall be due on the first day of each month during the lease term.

- 4.2 Additional Rent - The following will be deemed additional rent payable on the date that installments of base rent are due unless otherwise provided:

4.2.1 All sales and use taxes imposed by law on this lease or the rents payable under this lease. If Tenant represents to Landlord that Tenant is exempt from the obligation to pay sales tax and, Tenant shall provide proof of exemption to Landlord, and upon receipt of satisfactory proof Landlord shall not collect taxes for which Tenant is exempt.

4.2.2 All other costs or charges to be borne by Tenant under this lease whether or not advanced by Landlord.

- 4.3 Any rent payment not received within ten (10) days of its due date shall be subject to a late fee of ten percent (10%) of the payment amount.
- 4.4 All rent must be paid in United States currency without demand, setoff, or deduction, at Landlord's address provided in section 1, or to any person and place designated in writing by Landlord.
- 4.5 For purposes of sections 3 and 4, the "rent commencement date" is the date Landlord delivers the premises to Tenant for occupancy.

5. USE OF PREMISES

- 5.1 The premises will be used for Tenant's various activities related to retail sales of gift baskets and flowers and no other purpose.

6. ASSIGNMENT AND SUBLETTING

- 6.1 Tenant may not assign this lease in whole or in part or sublet all or any part of the premises without first obtaining Landlord's written consent.

7. COMPLIANCE WITH REGULATIONS

- 7.1 Tenant, at Tenant's own expense, must comply with all governmental regulations applicable to the use and occupancy of the premises by Tenant.

8. FIXTURES

- 8.1 If Tenant faithfully performs Tenant's obligations under this lease, Tenant may remove all of the furniture, fixtures and equipment from the premises on expiration of the term irrespective of the manner in which they may be attached to the realty, provided, however, that Tenant must repair all damage to the premises that results from the removal of the property.

9. IMPROVEMENTS

- 9.1 Tenant shall make no alterations or improvements to the premises without the written consent of the Landlord.

10. RESERVED

11. INSURANCE

- 11.1 During the term, Tenant will obtain and maintain in good standing, at Tenant's expense:
 - 11.1.1 Casualty insurance for fire, windstorm, and extended coverage for the full replacement value of tenant's contents.
- 11.2 Landlord will be named as an additional insured. No insurance provided under this lease will be subject to cancellation or reduction of limits unless at least thirty (30) days' notice is given to Landlord. Certificates of all policies evidencing the insurance required must be delivered to Landlord. A copy of each receipted payment must be furnished to Landlord at least ten (10) days before each lease renewal date.

11.3 RESERVED

11.3.1 RESERVED

12. CONSTRUCTION LIENS

- 12.1 Landlord's interest in the premises and the underlying fee is not subject to any lien for improvements to the premises undertaken by Tenant whether or not such improvements were made with the consent of the Landlord.
- 12.2 If any lien or claim of lien is filed against the premises as a result of any act of Tenant, Tenant must transfer the lien to deposit or bond as provided by law within fifteen (15) days after the lien or claim of lien was filed.
- 12.3 The parties will execute and Landlord may record a short form lease containing the prohibition against liens on the interest of Landlord in accordance with this section.

13. REPAIRS AND MAINTENANCE

- 13.1 Tenant shall perform all repairs and maintain the premises in the same condition as delivered to Tenant, except for ordinary wear and tear.
- 13.2 Tenant shall change air conditioner filters every three months, perform annual maintenance on the air conditioning system, and perform such housekeeping functions as are ordinarily required to keep the premises clean and neat in appearance.

14. SUBORDINATION

- 14.1 This lease is expressly subordinate and inferior to the lien of any present or future mortgage that secures the cost of Construction and permanent financing of the improvements on the premises.
- 14.2 On request of Landlord, Tenant will execute and deliver a subordination agreement as the lender reasonable may require.

15. SECURITY DEPOSIT

- 15.1 Tenant shall pay \$0 (Zero) as security deposit to guaranty Tenant's performance of each and every item of this lease. The security deposit shall be delivered to Landlord to be held in a non-interest bearing account that may include security and other escrowed deposits from other tenants. If Landlord applies the security to payment of any sum that Tenant is obligated to pay, Tenant will restore the full amount so applied on Landlord's demand.
- 15.2 If Tenant fully performs the obligations under this lease, Landlord must repay the security to Tenant, subject to claims, if any, of Landlord. This repayment will be without interest and within thirty (30) days after expiration of the term and timely surrender of the premises.

16. TAXES AND ASSESSMENTS

RESERVED

17. DEFAULT- Time is of the essence in the performance of this lease, and Tenant will be deemed in default if:

- 17.1 Tenant fails to pay rent within thirty (30) days after the payment is due; or
- 17.2 Tenant fails to perform or observe any of Tenant's agreements or conditions of this lease other than the payment of rent for thirty (30) days after demand for performance by Landlord.

18. REMEDIES- If Tenant defaults, Landlord may exercise the following remedies in addition to all other remedies provided by law:

- 18.1 Accelerate the maturity of all rent due and to become due during the remainder of the term.
- 18.2 Terminate this lease.
- 18.3 Recover the cost of collection and enforcement of this lease, including reasonable attorneys' fees, whether or not action is instituted.

19. GENERAL

- 19.1 Notices. All notices required by this lease or otherwise given by one party to the other must be in writing and delivered by personal delivery or by certified or registered mail. Notices to Landlord must be delivered to Landlord's address provided in section 1, and to Tenant at the premises. Landlord may change its address from time to time by giving written notice to Tenant of the change.
- 19.2 Entire Agreement. This lease contains the entire agreement of the parties. There are no express or implied warranties or covenants that are not contained in this lease. No agreement to modify this lease will be effective unless in writing and executed by the party against whom the modification is sought to be enforced.
- 19.3 Parties Bound. This lease is binding on and inures to the benefit of the parties and their respective heirs, successors, and personal representatives. Whenever the context requires, the singular includes the plural, and the masculine includes the feminine and neuter.
- 19.4 References. Appendices to this lease if not physically attached, are incorporated by reference when identified in this lease and initialed by the parties.

20. UTILITIES - Tenant shall be responsible for payment of all utilities used by tenant. Utility costs shall be paid by tenant directly to the utility provider where possible, and where entire building is serviced by one utility meter or charge, tenant shall pay a fraction of the total utility cost, the numerator being the number of square feet supplied by the meter or subject to the charge.

21. SURRENDER - At the end of the lease, Tenant shall surrender the premises to Landlord in the same condition as when the Tenant received the premises, ordinary wear and tear excepted. If Tenant shall fail to deliver the premises to Landlord, Landlord shall be entitled to charge Tenant twice the total rent due for each month or portion of a month that Tenant shall hold over.

22. SHOWING OF PROPERTY - Beginning ninety (90) days from the end of the lease (or renewal) term, Landlord may show the premises to prospective Tenants. Landlord shall notify Tenant at least 24 hours prior to showing.

EXECUTED by the parties on the d. s set forth below:

ALACHUA COMMERCIAL PROPERTIES, LLC

Kristy Morgan
Witness

BY: Deborah Herring, MGR
Deborah Herring, Managing Member

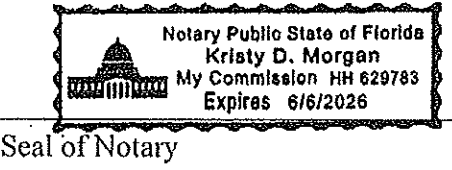
Date of execution: 5/29/25

STATE OF FLORIDA
COUNTY OF FLORIDA

Sworn to and subscribed before me this 29 day of May, 2025 by Deborah Herring, Managing Member of Alachua Commercial Properties; LLC who:

- is personally known to me
- produced a current Florida driver's license as identification _____
- produced _____ as identification

Kristy Morgan
Signature of Notary



KELLY'S KREATIONS GIFTS & FLOWERS

Kristy Morgan
Witness

BY: Kelly Harris
Kelly Harris, Owner

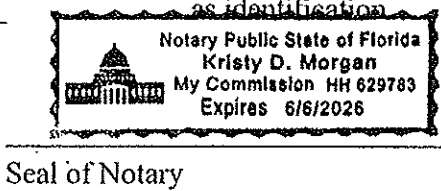
Date of execution: 5/29/25

STATE OF FLORIDA
COUNTY OF FLORIDA

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- is personally known to me
- produced a current Florida driver's license as identification _____
- produced _____ as identification

Kristy Morgan
Signature of Notary



Appendix "A"

Memorandum of Rent Commencement Date

The undersigned are Landlord and Tenant, respectively, in that certain Business Lease (Short Form) recorded on _____, in Official Records Book _____ at Page _____ of the Public Records of Alachua County, Florida, with respect to the premises described in Appendix A.

The purpose of the memorandum is to establish the rent commencement date as June 1, 2025 and to give notice of the term to all whom it may concern.

The term of the lease begins on June 1, 2025 at 12:01am and ends May 31, 2026 at 11:59pm, unless sooner terminated as provided in the lease.

Executed on the dates and places set forth below.

ALACHUA COMMERCIAL PROPERTIES, LLC

BY: Deborah Herring, msam

Deborah Herring, Managing Member

Date of Execution: 5/29/25

Kusty Morgan

WITNESS

KELLY'S KREATIONS GIFTS & FLOWERS

BY: Kelly Harris

Kelly Harris, Owner

Date of Execution: 5/29/25

Kusty Morgan

WITNESS

+1 (352) 681 - 3327
seth6391@gmail.com

Florida Homes

 Christy

(352) 224 - 8437

14910 Main Street, Alachua,
Florida, United States, 32615

ITEM(S)	RATE & QTY	MATERIALS	TOTAL
project costs	\$800.00 16.00 Hours \$50.00/Hours	\$250.00 2 items 7.5000% Sales Tax	\$1,128.75
Labor Total = 16 Hours	\$860.00	\$268.75	\$1,128.75
Items Total			\$800.00
Material Total			\$250.00
Sub Total			\$1,050.00
Total Tax			\$78.75
TOTAL			\$1,128.75

Powered by:



* Sides included
* 2leg, galvalume





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

Date: 11-24-2025

NAME: Debbie Herring for Kelly's Creations
 ADDRESS: 14910 Main St.
 CITY: Alachua
 STATE: FL
 PHONE: 352-224-8437 flahomes@windstream.net

PROPOSAL	
TYPE	Replacement cover for existing awning
WIDTH	Approx. 21'8
PROJECTION	App. 4'
DROP	App. 4'
VALANCE	ALL VALANCES ARE NOW STRAIGHT EDGED, HEMMED
BINDING	
FABRIC	To be selected from Coastline Plus vinyl or Sunbrella canvas
	Solid color
LETTERING	No lettering
SPECIAL INSTRUCTIONS: Price: \$1675.00 + 125.62 = \$1800.62	
50% DOWN REQUIRED TO START, BALANCE DUE AT INSTALLATION. Any permits 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.

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

Contents

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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.

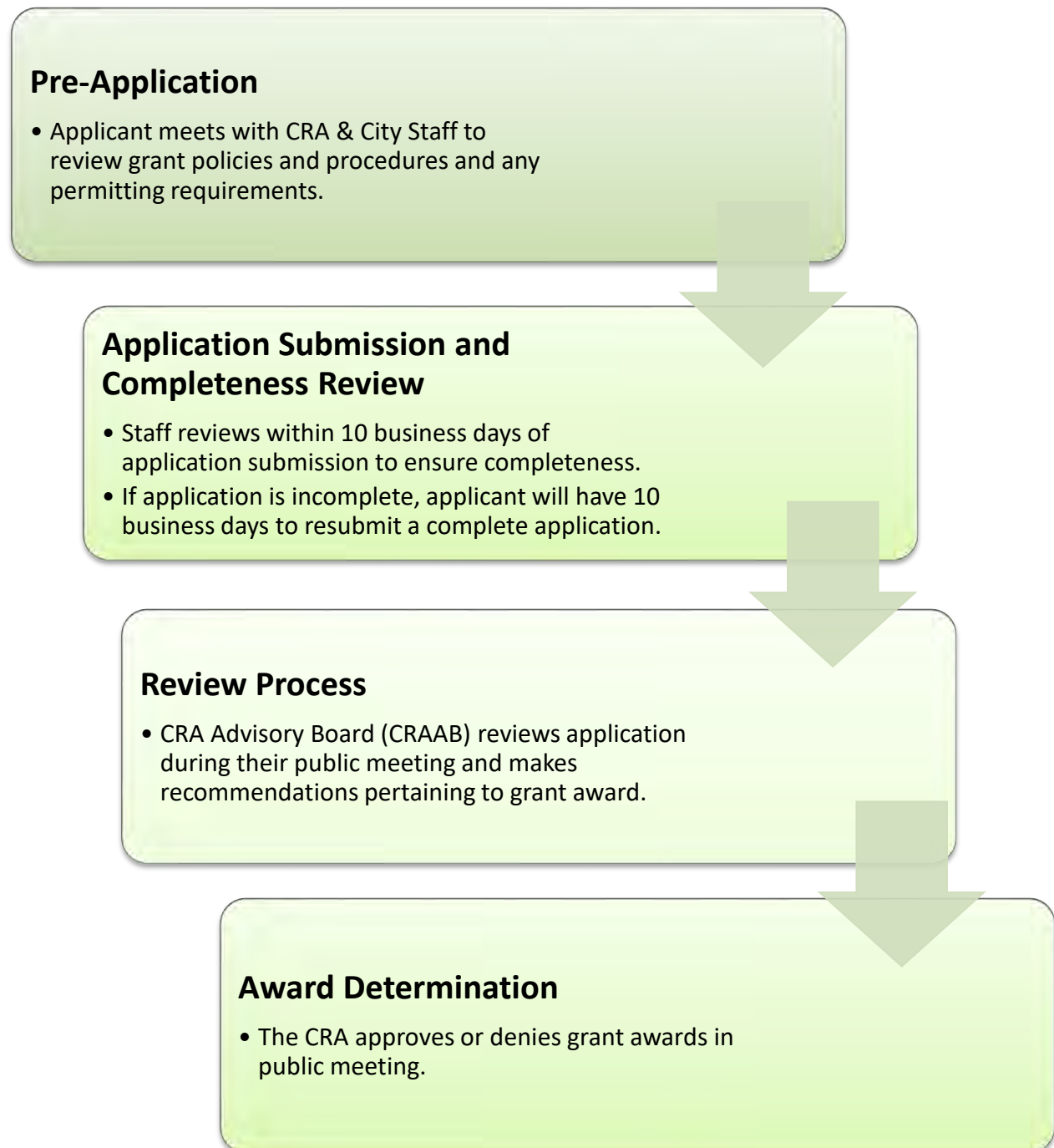
Required Materials to Submit with Application

- 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).

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.

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

Business Facade Grant Program

CRA BOARD MEETING

AUGUST 11, 2025



Fla Homes Inc.

Alachua Commercial Properties LLC

Summary

A request by Fla Homes Inc., applicant, and Alachua Commercial Properties LLC, property owner, seeking approval of a Business Facade Grant Application for Project improvements to building located at 14910 Main Street.

Improvements proposed include the following:

- Replacing and updating the awning in front of the building leased by Kelly's Kreations Gifts & Flowers

Total estimated project cost: \$1,128.75

Maximum grant award: \$565.00

Business Façade 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

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

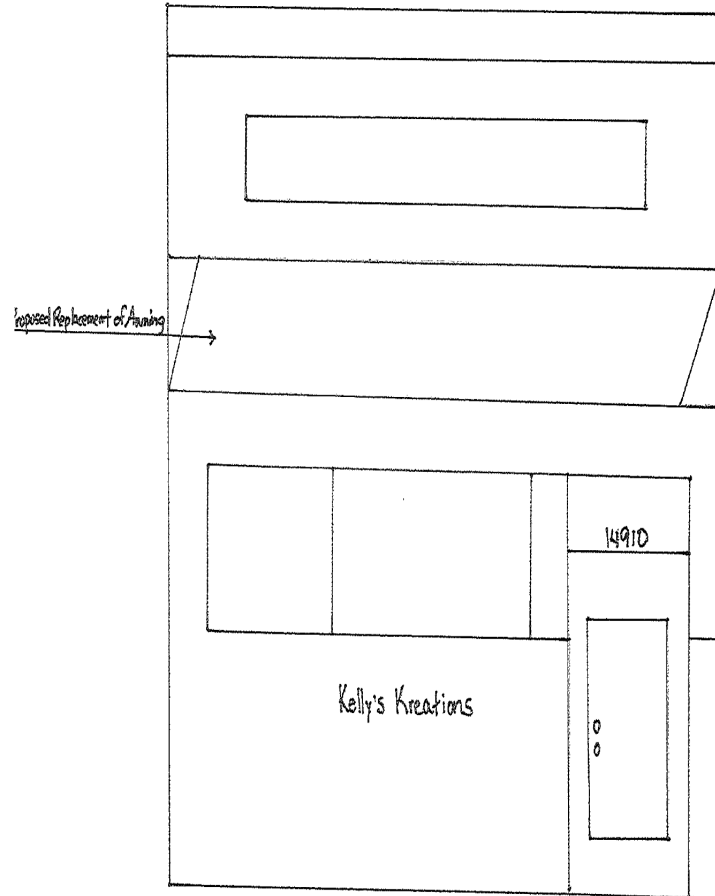
Current Condition



Issues

- Torn
- Weathered
- Missing awning section
- Hurricane damage

Sketch



Proposed Improvements

Front Awning Repair and Replacement with 26 gauge Galvalume

Example of Proposed New Awning



Proposed Improvements

**Front Awning Repair and
Replacement with 26 gauge
Galvalume**

Awning Color Sample

Galvalume



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 Board:

- 1) Find the Business Façade Grant Program Application submitted by **Fla Homes Inc.**, applicant, and **Alachua Commercial Properties LLC**, property owner, for improvements to a building located at **14910 Main Street**, to be consistent with the Business Façade Grant Program Policies and Procedures; and
- 2) **Adopt Resolution 25-06.**