



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Community Redevelopment Agency Meeting Agenda May 9, 2022

Chair **Gib Coerper**
Vice-Chair **Shirley Green Brown**
Member **Jennifer Blalock**
Member **Dayna Miller**
Member **Robert Wilford**

Executive Director **Mike DaRoza**
CRA Attorney **Marian Rush**

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

Meeting Date: May 9, 2022

Meeting Location: James A. Lewis Commission Chambers

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.

COMMUNITY REDEVELOPMENT AGENCY MEETING

CALL TO ORDER

APPROVAL OF THE AGENDA

I. OLD BUSINESS

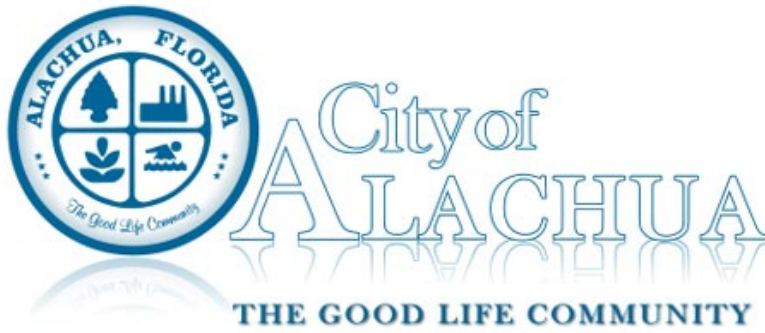
II. NEW BUSINESS

- A. Approval of the Minutes of the March 14, 2022 CRA Meeting
- B. CRA Advisory Board Member Appointments
- C. Business Facade Grant Policies and Procedures Update
- D. Business Façade Grant Program Application: A request by Rick Robertson, applicant and property owner, requesting the approval of a Business Facade Grant Application for Project improvements to a building located at 14841 Main Street.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN



Board/Committee Agenda Item

MEETING DATE: 5/9/2022

SUBJECT: Approval of the Minutes of the March 14, 2022 CRA Meeting

PREPARED BY: Kenyata Curtis, Planning Assistant

RECOMMENDED ACTION:

Approve the Minutes of the March 14, 2022 CRA Meeting

Summary

Approval of the Minutes of the March 14, 2022 CRA Meeting

ATTACHMENTS:

Description

- ☐ March 14, 2022 CRA Minutes



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Community Redevelopment Agency Meeting Minutes March 14, 2022

Chair Gib Coerper
Vice-Chair Shirley Green Brown
Member Jennifer Blalock
Member Dayna Miller
Member Robert Wilford

Executive Director Mike DaRoza
CRA Attorney Marian Rush

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

Meeting Date: March 14, 2022

Meeting Location: James A. Lewis Commission Chambers

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.

COMMUNITY REDEVELOPMENT AGENCY MEETING

CALL TO ORDER

Chair Gib Coerper called the meeting to order. Member Robert Wilford was absent.

APPROVAL OF THE AGENDA

Member Jennifer Blalock moved to approve the agenda; seconded by Member Dayna Miller.

Motion Passed by unanimous consent.

I. OLD BUSINESS

None.

II. NEW BUSINESS

A. Approval of the January 10, 2022 Minutes

Member Blalock moved to approve the agenda; seconded by Vice Chair Shirley Green Brown.

Motion Passed by unanimous consent.

B. Staff Updates

CRA Coordinator Lindsay Rizzo presented the Staff Updates.

Vice Chair Brown ask about the number of attendees at the façade grant review.

CRA Coordinator Rizzo responded.

Vice Chair Brown asked if the attendees had any concerns.

CRA Coordinator Rizzo responded.

Member Blalock clarified the new marketing and which billboards will received the new marketing.

CRA Coordinator Rizzo responded.

Executive Director Mike DaRoza explained that the CRA has a priority to maintain and clean the Skinner Field basins. He continued to explain the structure and purpose of the basins are working, but improvements will be made.

Chair Coerper inquired about what process would it take to trim tress in front of billboards.

Member Blalock explained that the tree trimming process could take a long time. She also asked if we could use local families for marketing photos.

CRA Coordinator Rizzo responded.

Vice Chair Brown shared the importance of capturing local family photos.

Chair Coerper suggested adding extensions and lighting to make the billboards stand out.

CRA Coordinator Rizzo responded.

Member Blalock shared her support for the new billboard marketing.

III. BOARD COMMENTS/DISCUSSION

Vice Chair Shirley Brown commended the CRA Staff.

Member Miller inquired about decorations in the trees on Main Street.

CRA Coordinator responded.

IV. CITIZENS COMMENTS

None.

ADJOURN

Vice Chair Brown moved to adjourn; seconded by Member Blalock.

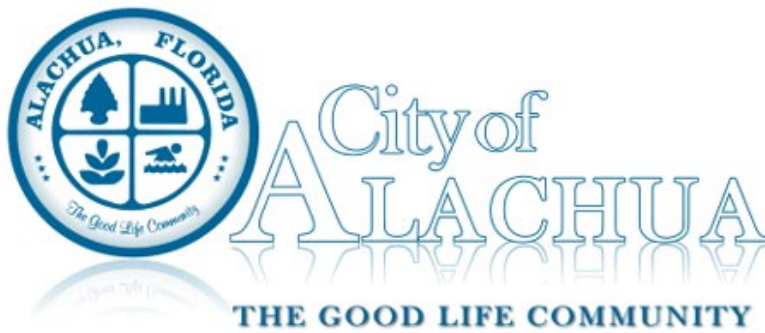
Motion Passed by by unanimous consent.

ATTEST:

COMMUNITY REDEVELOPMENT AGENCY
OF ALACHUA, FLORIDA

W. Michael DaRoza, CRA Executive
Director

Gib Coerper, CRA Chair



Board/Committee Agenda Item

MEETING DATE: 5/9/2022

SUBJECT: CRA Advisory Board Member Appointments

PREPARED BY: LeAnne Williams, Deputy City Clerk

RECOMMENDED ACTION:
Adopt Resolution CRA 22-02.

Summary

The CRA Advisory Board's (CRAAB) purpose is to provide recommendations to the Community Redevelopment Agency regarding the implementation of plans, events, programs, and projects pertaining to the Community Redevelopment Area. As required by Resolution CRA 17-04, citizens who desire to serve on the Board must live or work in the Community Redevelopment Area.

Resolution CRA 22-02 appoints two (2) member to the CRA Advisory Board and establishes the term of service to begin June 12, 2022 and end on June 12, 2025.

Vice Chair Kelly Harris and Member Rick Robertson were appointed by Resolution CRA 19-05 to serve three-year terms on the CRA Advisory Board (CRAAB) which commenced on June 12, 2019 and ends on June 12, 2022. Applications for this position were available on the City website and at City Hall beginning on April 7, 2022 with a submission deadline on April 28, 2022 at 6:00 p.m. The position was advertised for two weeks in Alachua County Today during this time and a copy of the public notice is attached to this agenda item.

The CRA received two applications, and are listed in alphabetical order:

Kelly Harris
Rick Robertson

The candidates have been advised that the CRA will review the applications and make an appointment at the May 9, 2022, CRA meeting. Their applications for CRAAB membership are attached to this agenda item.

ATTACHMENTS:

Description

- ▢ App - Harris
- ▢ App - Robertson
- ▢ CRA R-22-02
- ▢ Ad - ACT - 04-07 & 04-14-22

Application for Community Redevelopment Agency
(CRA) Advisory Board Membership



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Contact Information

Name: Kelly Harris
Residential Address: 13950 NW 131st PL Alachua FL 32618
Mailing Address (if different than residential):
Business Name (if applicable): Kelly's Creations Gifts + Flowers
Business Address (if applicable): 14910 Main St Alachua, FL 32615
Primary Phone Number: 352-575-5533
Business Phone Number (if applicable):
E-Mail Address: kellyscreations@windstream.net

Special Skills or Qualifications

Do you reside and/or work within the Alachua Community Redevelopment Area as indicated on the attached map?

Briefly state why you are qualified to serve as a CRA Advisory Board Member. Describe any skills or experience you have acquired from employment, volunteer work, or through other activities.

I have been involved with the Alachua Main Street Festivals for over 20 years. Been President of the Alachua Business League on and off for over 20 years - Have always promoted Alachua and Main Street since we moved to the area.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a CRAAB Member, any false statements, omissions, or other misrepresentations made by me on this application may result in my dismissal by the CRA Board.

Signature and Date: Kelly Harris 4/15/22

Application for Community Redevelopment Agency
(CRA) Advisory Board Membership



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Contact Information

Name: Rick ROBERTSON
Residential Address: 1160 SW 202 ST NEWBERRY, FL 32669
Mailing Address (if different than residential): P.O. BOX 117, ALACHUA, FL 32616-0117
Business Name (if applicable): CONESTOGAS RESTAURANT
Business Address (if applicable): 14920 MAIN ST, ALACHUA, FL 32615
Primary Phone Number: 386-462-0894
Business Phone Number (if applicable): 386-462-1294
E-Mail Address: rlr@atlantic.net

Special Skills or Qualifications

Do you reside and/or work within the Alachua Community Redevelopment Area as indicated on the attached map? Yes WORK

Briefly state why you are qualified to serve as a CRA Advisory Board Member. Describe any skills or experience you have acquired from employment, volunteer work, or through other activities.

- 33 YEARS IN BUSINESS ON MAIN STREET
- LONGEST CONTINUOUS OPERATING BUSINESS ALONG WITH A.F.L.
- INVOLVED WITH CHAMBER OF COMMERCE PAST PRESIDENT
- STARTED CHAMBER SPORTS FEST WITH AC SHORT
- SUPPORT SCHOOL & City Functions

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a CRAAB Member, any false statements, omissions, or other misrepresentations made by me on this application may result in my dismissal by the CRA Board.

Signature and Date:

Rick Robertson

4/8/2022

RESOLUTION CRA 22-02

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA, APPOINTING TWO (2) MEMBERS TO THE COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD; ESTABLISHING THE TERM OF SERVICE; ESTABLISHING BEGINNING AND ENDING DATES FOR THE TERM OF SERVICE; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

R E C I T A L S

WHEREAS, City Commission Ordinance 17-05, Sec. 2-854, Subpart b., states that “The CRA shall create an advisory board to represent the Community Redevelopment Area...[and] will serve in an informal advisory capacity...”; and,

WHEREAS, Resolution CRA 17-03 and Resolution CRA 17-04 establish the powers and duties of the Community Redevelopment Agency Advisory Board; and,

WHEREAS, the CRA Board consists of five (5) voting members; and,

WHEREAS, there are two (2) vacancies on the CRA Advisory Board; and,

WHEREAS, advertisement of the vacancies was placed at least two (2) weeks prior to this appointment in a newspaper of local circulation.

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

- 1. Incorporation.** The above recitals are true and correct and are incorporated into this resolution by reference.
- 2. Appointments.** The following member will be appointed for the following term:
 - 1) Kelly Harris, to fill a three (3) year term commencing on June 12, 2022 and ending on June 12, 2025.
 - 2) Rick Robertson, to fill a three (3) year term commencing on June 12, 2022 and ending on June 12, 2025.
- 3. Terms.** The term of service for this position shall begin and end as mentioned above.

- 4. Severability.** It is the declared intent of the Community Redevelopment Agency of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this Resolution is 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. Corrections 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.** This Resolution is effective upon passage.

DULY ADOPTED in a regular meeting, this 9th day of May, 2022.

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

Gib Coerper, CRA Chair

ATTEST:

Mike DaRoza, CRA Executive Director



NOTICE OF BOARD VACANCY

The City of Alachua is currently accepting applications for two appointments to the following Board:
Community Redevelopment Agency (CRA) Advisory Board (CRAAB): The purposes of the CRAAB is to make recommendations to the CRA Board regarding the Community Redevelopment Area, including any activities or projects in accordance with the CRA planning documents. Membership qualifications include:

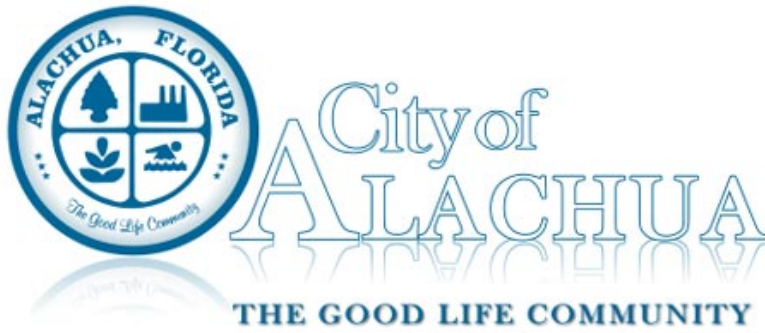
- No voting member shall hold another municipal office;
- Members must live or work within the Community Redevelopment Area. For a map of the Community Redevelopment Area please visit the CRA's webpage at www.cityofalachua.com;
- Members must be willing to serve for a three-year term; and,
- Members must be able to attend monthly meetings typically held at 3:00 p.m. on the third Monday of every month.

Applications for these positions will be available on the City website, www.cityofalachua.com, and at City Hall beginning on April 7, 2022 with a submission deadline on April 28, 2022 at 6:00 p.m. It is planned that the CRA will review applications and appoint individuals for the positions at its meeting on May 9, 2022, at 5:00 p.m. Terms begin June 12, 2022 and end June 12, 2025.

Questions about the CRA or application process may be directed to Lindsay Rizzo, CRA Coordinator, at (386) 418-6134.

(Published: Alachua County Today -April 07 & 14, 2022)

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Board/Committee Agenda Item

MEETING DATE: 5/9/2022

SUBJECT: Business Facade Grant Policies and Procedures Update

PREPARED BY: Lindsay Rizzo, Community Redevelopment Agency

RECOMMENDED ACTION:

Staff recommends that the Community Redevelopment Agency: (1) Adopt Resolution CRA 22-04.

Summary

The Business Facade Grant was established in 2018. Since that time several grants have been administered. Grant users have expressed the need to review the policies and procedures.

On February 28, 2022, staff held a public meeting to receive input from past and prospective users of the facade grant. Staff then reviewed the suggestions with the City Attorney. Staff recommends the CRA to adopt the following recommendations to create a more efficient Business Facade Grant.

Policies and Procedures Page 1

- Previously: The program covered 50% matching between \$500 and \$5,000.
- **Current: The reimbursement will be increased to match up to \$12,500.**

Policies and Procedures Page 1

- Previously: The program did not cover signage.
- **Current: 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.**

Policies and Procedures Page 2

Previously:

- Previously: Labor and materials were only eligible for reimbursement if performed by a contractor or entity other than the applicant or immediate relatives.
- **Current: Paint is a reimbursable expense whether or not it is applied by a contractor.**

Policies and Procedures Page 4

- Previously: The program required two written contractor estimates if purchase of labor is \$1,000 or greater.
- **Current: Due to new purchasing policy, contractor estimates will be required at \$2,500.**

ATTACHMENTS:

Description

Description

- ▣ Resolution CRA 22-04
- ▣ Business Facade Grant Policies and Procedures

RESOLUTION CRA22-04

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF ALACHUA, FLORIDA, AMENDING THE BUSINESS FAÇADE GRANT PROGRAM POLICIES AND PROCEDURES; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, The Alachua City Commission prioritized the creation and implementation of a business façade grant program as an action step to the Fiscal Year 2018 Strategic Plan, Strategic Initiative 1.3.

WHEREAS, the proposed program is a CRA priority and is listed as a strategy in both the City of Alachua Amended Community Redevelopment Plan and the Alachua CRA Market Study and Economic Development Implementation Plan; and,

WHEREAS, on November 5, 2018, CRA adopted through Resolution CRA18-05 proposed Program Policies and Procedures; and,

WHEREAS, staff recognized a need to amend the Business Façade Grant Program Policies and Procedures for a more effective program and hosted a public meeting on February 28 to discuss potential changes; and,

WHEREAS, staff presented amendments to the Community Redevelopment Agency Advisory Board on April 18 with a recommendation to transmit the changes to the CRA for adoption; and,

WHEREAS, the CRA wishes to adopt the amended Business Façade Grant Program Policies and Procedures.

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. Adoption:** The Program Policies and Procedures, as set forth in Exhibit A, are hereby established and adopted by the CRA.



- 3. Severability:** It is the declared intent of the CRA that if any section, sentence, clause, phrase, or provision of this Resolution or in Exhibit A attached hereto is 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.
- 4. Repealing Clause:** All Resolutions or parts thereof which are in conflict with this Resolution are hereby repealed.
- 5. Effective Date:** That this Resolution shall become effective upon passage.

DULY ADOPTED in regular session, this 9th day of May, 2022.

COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF
ALACHUA, FLORIDA

Gib Coerper, CRA Chair

ATTEST:

Mike DaRoza, CRA Executive Director



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Business Façade Grant Program

Policies & Procedures

Application Packet
2019

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

Chelsea Bakaitis, CRA Coordinator
Office: (386)-418-6134
FAX: (386) 518-5692
Email: ch_bakaitis@cityofalachua.com

www.cityofalachua.com

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Appendix A: Application for Façade 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 Façade 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 Façade 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 Façade 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 façade 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.

APPLICANT AND PROPERTY ELIGIBILITY

The Business Façade 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 façade 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 façade 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 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 façade 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 Façade 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.

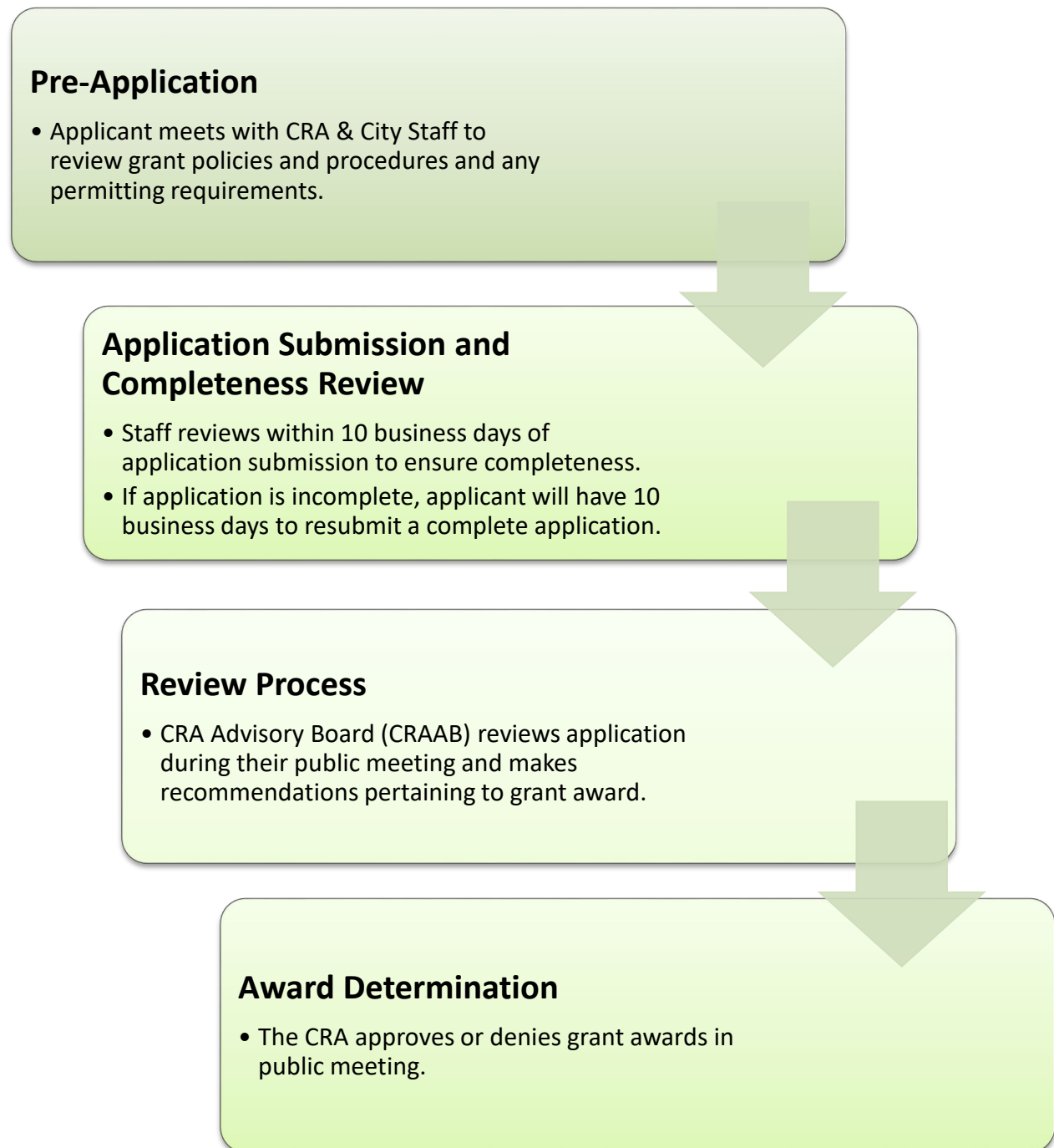
Required Materials to Submit with Application

- ☐ 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 Façade 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 Façade 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 façade? 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 Façade Grant is true and correct to the best of my knowledge. I understand that the Alachua CRA Business Façade 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 Façade 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 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 <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 Façade 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.

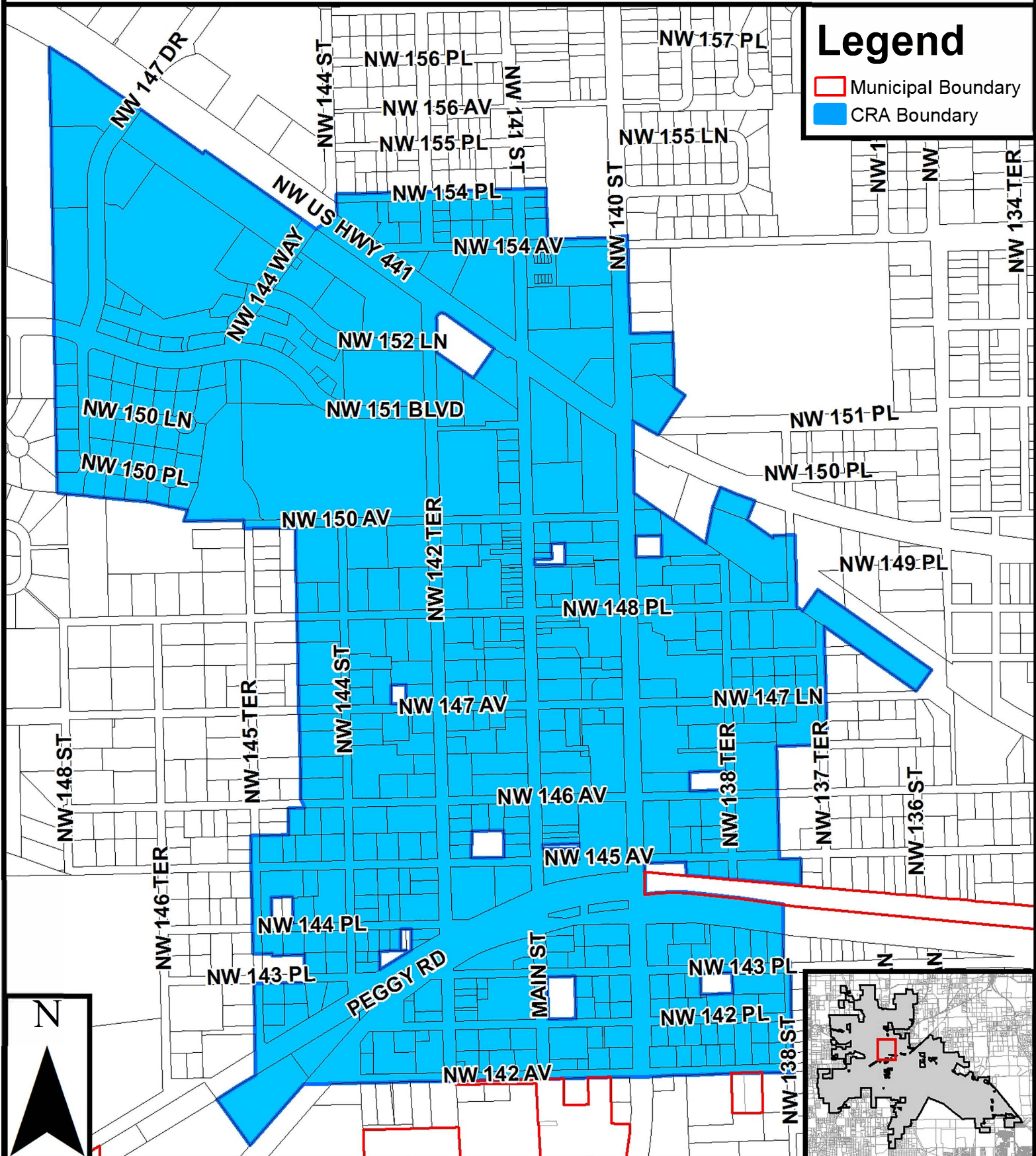
This provision will apply to all services provided unless the GRANT RECIPIENT can demonstrate by clear and convincing evidence that it is not or was not acting on behalf of the CRA under Florida law. The GRANT RECIPIENT will be held liable for plaintiff attorney fees and costs if a suit is properly filed 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 Alan Henderson at (386) 418-6100 or ahenderson@cityofalachua.com, concerning any questions the GRANT RECIPIENT may have regarding the duty of the GRANT RECIPIENT to provide Public Records.

THE CRA OF ALACHUA RIGHT TO AUDIT

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

Appendix D: Map of the Community Redevelopment Area



Business Façade 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 Façade 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

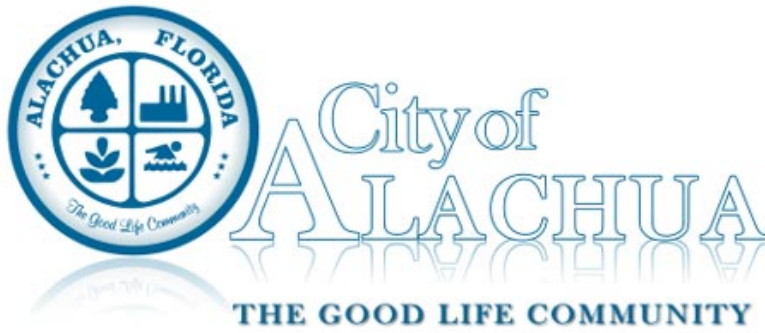
State of _____ County of _____

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 _____



Board/Committee Agenda Item

MEETING DATE: 5/9/2022

SUBJECT: Business Façade Grant Program Application: A request by Rick Robertson, applicant and property owner, requesting the approval of a Business Façade Grant Application for Project improvements to a building located at 14841 Main Street.

PREPARED BY: Lindsay Rizzo, Community Redevelopment Agency Coordinator

RECOMMENDED ACTION:

Staff recommends that the Community Redevelopment Agency: (1) Find the Business Façade Grant Program Application submitted by Rick Robertson of Music Junction on Main for improvements to a building located at 14841 Main Street to be consistent with the Business Façade Grant Program Policies and Procedures; and, (2) Adopt Resolution CRA 22-05.

Summary

This application is a request by Rick Robertson, applicant and property owner, requesting the approval of a Community Redevelopment Agency (CRA) Business Façade Grant Application for Project improvements to a building located at 14841 Main Street. The Project improvements proposed by the applicant include the following: replace awning cloth, remove peeling stucco, and paint.

Resolution CRA19-01 established the Business Façade Grant Program (the Program) as well as the Program's Policies and Procedures. 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 color samples. The applicant has also submitted pictures of the existing building and 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.

The Program provides a 50% matching grant between \$500 and \$5,000 for actual Project costs. The total estimated Project costs is \$4,695.45, therefore, the maximum grant award is \$2,347.72.

ATTACHMENTS:

Description

- ☐ Resolution CRA22-05
- ☐ Exhibit A Application Packet
- ☐ Request for Reimbursement
- ☐ Funding Priority Sheet
- ☐ Façade Funding Agreement
- ☐ Presentation

RESOLUTION CRA22-05

A RESOLUTION OF THE CITY OF ALACHUA COMMUNITY REDEVELOPMENT AGENCY (CRA) AWARDING A BUSINESS FAÇADE GRANT TO RICK ROBERTSON (HEREINAFTER “GRANT RECIPIENT”) IN AN AMOUNT NOT TO EXCEED \$2,347.05. 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 the Business Façade Grant Program Policies and Procedures (hereinafter “POLICIES AND PROCEDURES”) on November 5th, 2018 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 14906 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 \$2,347.05, 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 regular session, this 9th day of May, 2022.

COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF
ALACHUA, FLORIDA

Gib Coerper, CRA Chair

ATTEST:

Mike DaRoza, CRA Executive Director



ALACHUA CRA

COMMUNITY REDEVELOPMENT AGENCY

Business Façade Grant Program Application

CONTACT INFORMATION:

Applicant Information

Applicant name: RICK ROBERTSON
Mailing Address: P.O. BOX 117, ALACHUA, FL 32616
Phone/Cell #: 352-363-9878
Email: rlr@atlantic.net

Property Owner Information

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

Property Owner Name: RICK ROBERTSON
Mailing Address: P.O. BOX 117, ALACHUA, FL 32616
Phone/Cell #: SAME
Email: SAME

Business Owner Information

Business Owner Name: GOLDI GARBER
Mailing Address: 14841 MAIN ST, ALACHUA, FL 32615
Phone/Cell #: 386-438-0464
Email: _____
City Local Business Tax Receipt Number: _____

SITE IDENTIFICATION AND HISTORY

Name of business or site: NUTRALEAN
If property is not occupied will it be occupied upon completion of the project? YES
Location Address: 14841 MAIN ST. ALACHUA, FL 32615
Year building was constructed: 1830's & 1960's
Tax Parcel Number: 03612 000 001
Existing Use: KITCHEN / RESTAURANT
Proposed Use: FOOD MEAL PREP

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

SEE ATTACHED PICTURES

NEEDS PAINTING

AWNING NEEDS REPLACING

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.

3 NEW SMALLER TOP HAT AWNINGS
NEW PAINT ON BUILDING & TRIM

REQUIRED MATERIALS TO SUBMIT WITH APPLICATION

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

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

BUDGET TABLE

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

DESCRIPTION	ESTIMATED COST
3 NEW AWNINGS & FRAME	2400.00
REMOVE OLD AWNING	425.00
PAINT EXTERIOR WALLS & TRIM	2200.00
PROJECT TOTAL	~~4600.00~~ 5025.00

Notes:

EXAMPLE BUDGET TABLE

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

SIGNATURE PAGE

I, RICK ROBERTSON, attest under penalty of perjury that the information contained in this City of Alachua CRA Application for Façade Grant is true and correct to the best of my knowledge. I understand that the Alachua CRA Business Façade 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 Façade Grant Program.

Rick Robertson

Signature of Applicant

RICK ROBERTSON

Typed or printed name and title of applicant

4/17/22

Date

Signature of Co-applicant

Typed or printed name of co-applicant

Date

State of Florida County of Alachua

The foregoing application is acknowledged before me this 28 day of April, 2022, by Rick Robertson, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

Signature of Notary Public, State of FL

LEASE AGREEMENT

This lease is made and entered into this 15th day of APRIL 2022, by and between Ricky L. Robertson and Donna J. Robertson, whose address is Connestoga's, Restaurant, Main Street, Alachua, Florida, hereinafter called Lessor, and GOLDI GARDER (a Florida corporation), whose principal place of business is 135 S.E. BIRD EAGLE RD. LAKE CITY, FL 32025, hereinafter called Lessee.

1. PREMISES: Lessor hereby leases to Lessee, and Lessee leases from Lessor, for the terms and conditions hereinafter set forth, those certain premises located at 14841 MAIN ST ALACHUA, FL 32615, Alachua County, Florida, and more particularly described in Exhibit "A" attached as an exhibit and made a part of this lease, together with the building and other improvements constructed thereon as hereinafter provided and together with the right to use all adjoining parking areas, driveways, sidewalks, roads, alleys and means of ingress and egress insofar as Lessor has the power to lease or license the use thereof.

2. TERM: The term of this Lease shall be 14 months commencing on APRIL 1 2022 and continuing until MAY 31, 2023, unless sooner terminated as hereinafter provided.

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

4. SECURITY DEPOSIT: Lessee shall pay to Lessor, simultaneously with execution of this agreement a security and damage deposit in the amount of \$1500.00 to secure Lessee's full and faithful performance under this Lease and as security for any damages to the leased premises. This deposit is not being held in an interest bearing account and will be refunded, without interest, upon termination of this Lease, less any such sums due Lessor under this Lease, or any extensions thereof, and less any sums for damages to the leased premises.

5. OPTION TO RENEW: Provided Lessee is not in default, Lessor grants Lessee an option to extend the initial term of this Lease for 4 additional period(s) of ONE year(s) each, provided however, the rent for the option period shall be mutually agreed upon at least sixty (60) days prior to the renewal date.

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

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

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

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

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

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

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

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

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

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

11. REPAIRS: Lessee hereby accepts the premises in the condition they are in at the beginning of this Lease. Lessee, during the term of this Lease or any extension or renewal of this Lease, shall, at its expense, make all repairs as shall be reasonably necessary to keep said leased premises in good condition and repair. Lessee further agrees that all damage or injury done to the premises by Lessee or by any person who may be in or upon the premises, except Lessor, Lessor's agents, servants and employees, shall be repaired by Lessee at its expense. Lessee agrees at the expiration of this Lease or upon the earlier termination thereof, to quit and surrender said premises in good condition and repair, reasonable wear and tear excepted.

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

13. INSURANCE AND INDEMNITY:

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

b. LIABILITY INSURANCE: Lessee hereby covenants and agrees that at all times during the term hereof at Lessee's own cost and expense, to obtain and maintain and keep in force comprehensive general public liability insurance against the claims for personal injury, death or property damage occurring in, on or about the demised premises or on an occurrence basis with aggregate single limit coverage in an amount not less than ~~\$500,000~~ for bodily injury, personal injury (including death) and \$50,000.00 with respect to damage to property. RR

Lessee agrees that all of the above-noted insurance shall not be cancellable without ten (10) days written notice to Lessor. Lessor and Lessor further covenant and agree that the insurance required to be carried hereunder shall name the Lessor's lenders, if any, as additional insureds as their interests appear. 1 MILLION LIABILITY

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

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

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

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

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

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

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

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

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

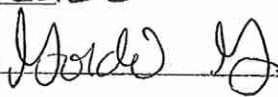
21. CAPTIONS: The captions appearing in this Lease are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of such paragraphs of this Lease or in any way affect this Lease.

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

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

Executed by the Lessee this 28 day of MARCH, 2022


Witness

LESSEE: 

BY: _____
Printed Name: _____

Witness

Executed by the Lessor this _____ day of _____


Witness

LESSOR: 
BY: 

Witness

RICK ROBERTSON CONESTOGAS RESTAURANT INC

**PO BOX 117
ALACHUA FL 32616**

**PHYSICAL ADDRESS:
14920 MAIN ST.
ALACHUA FL 32615**

OFFICE PHONE 386-462-0894

ADDITION TO LEASE DATED 04/01/2022

FIRST SIX MONTHS WILL BE \$1500.00 PER MONTH STARTING JUNE 1ST 2022 ENDING NOV 30ST 2022

SECOND SIX MONTHS WILL BE \$2000.00 PER MONTH STARTING DEC 1ST 2022 ENDING MAY 31ST 2023.

STARTING JUNE 1ST 2023 RENT WILL BE \$2500.00 PER MONTH.

FIRST (JUNE 1ST 2022) AND LAST MONTHS RENT PLUS COMMERCIAL RENTAL SALES TAX OF 6.5%, WILL BE \$3727.50.

SECURITY DEPOSIT OF \$1500.00 WILL BE A TOTAL OF \$5227.50.

LESSEE HAS THE RIGHT TO CANCEL LEASE WITH 30 DAY NOTICE TO RICK ROBERTSON.

LESSOR WILL MAINTAIN ROOF FOR LEAKS.

LESSOR WILL HAVE 3 AC UNITS IN GOOD WORKING ORDER BUT DOES NOT GARAUNTEE ANY KITCHEN EQUIPMENT LEFT OVER FROM PREVIOUS LESSEE.

LESSEE WITH HAVE THE MONTHS OF APRIL AND MAY 2022 TO REPAIR AND FIX UP BUILDING AND EQUIPMENT TO GOOD OPERARTING STANDARDS.

DATE 3/28/2022

RICK ROBERTSON, LESSOR

Rick Robertson

GOLDI GARBER, LESSEE

Goldi Garber

WITNESS

Chris

ACCOUNT NUMBER	PROPERTY ADDRESS	MILLAGE CODE
03612 000 000	14841 MAIN ST	1700

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

EXEMPTIONS:



SCAN TO PAY ONLINE

AD VALOREM TAXES					
TAXING AUTHORITY	MILLAGE RATE	ASSESSED VALUE	EXEMPTION(S)	TAXABLE VALUE	TAXES LEVIED
COUNTY GENERAL	7.8662	189,335	0	189,335	1,489.35
LIBRARY GENERAL	1.0856	189,335	0	189,335	205.54
SCHOOL CAP36 PROJECT	1.5000	189,335	0	189,335	284.00
SCHOOL DISCRNRY & CN	0.7480	189,335	0	189,335	141.62
SCHOOL GENERAL	3.5950	189,335	0	189,335	680.66
SCHOOL VOTED	1.0000	189,335	0	189,335	189.34
CHILDREN'S TRUST	0.5000	189,335	0	189,335	94.67
SUWANNEE RIVER WATER MGT DIST	0.3615	189,335	0	189,335	68.44
CITY OF ALACHUA	5.3900	189,335	0	189,335	1,020.52
TOTAL MILLAGE					22.0463
AD VALOREM TAXES					\$4,174.14

LEGAL DESCRIPTION	NON-AD VALOREM ASSESSMENTS			
OLMSTEAD SURVEY PB C-79B S 61 FT OF W 75 FT OF LOT 3 BK 1 OR 3176/0849	LEVYING AUTHORITY	UNIT	RATE	AMOUNT
	801 BOCC SOLID WASTE MGMT	1.000	@ 20.4700	20.47
	550 COUNTY FIRE SERVICES	1.000	Varies	348.30
NON-AD VALOREM ASSESSMENTS				\$368.77

PAY ONLY ONE AMOUNT.

COMBINED TAXES AND ASSESSMENTS \$4,542.91

IF PAID/POSTMARKED BY PLEASE PAY	Nov 30, 2021 \$0.00				
-------------------------------------	------------------------	--	--	--	--

JOHN POWER, CFC

2021 PAID REAL ESTATE

14568

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
03612 000 000	14841 MAIN ST

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

PAY ONLY ONE AMOUNT	
IF PAID/POSTMARKED BY	PLEASE PAY
☐ Nov 30, 2021	\$0.00
☐	
☐	
☐	
☐	

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

**CITY OF ALACHUA**

PO Box 9
Alachua, FL 32616-0009

FOR BILLING INFORMATION CALL: (386) 418-6110

Account Number:	31194
Billing Date:	04/07/22
Cycle:	2
Due Date:	04/25/22
BANK DRAFT:	\$121.00
Amount Due After Due Date:	\$133.10
Cutoff Date:	05/04/22

RICK ROBERTSON
PO BOX 117
ALACHUA, FL 32616

DO NOT PAY WILL BANK DRAFT ON THE 20TH

Amount Paid: _____



DETACH AND RETURN STUB WITH REMITTANCE

RICK ROBERTSON

Online Account PIN: c11ff97

Account #	Service Address		Bill From	Bill To	# of Days	Due Date	TOTAL DUE
31194	14841 MAIN ST		02/14/22	03/22/22	37	04/25/22	\$121.00
Service	Prev Read	Current Read	Usage	Service			Charge
EL-0	13333	13334	80	POWER COST ADJ @ \$.01025			\$0.82
EL-0D	0	0.04	3.2	ELECTRIC USAGE			\$51.32
WA-0	34396	34450	540	DEMAND USAGE			\$23.55
				ALACHUA CARES - ROUNDUP			\$0.09
				SEWER USAGE			\$16.08
				WATER USAGE			\$11.53
				MOSQUITO SERVICE			\$1.10
				WATER UTILITY TAX			\$1.15
				GROSS RECEIPTS TAX			\$1.95
				ELECTRIC UTILITY TAX			\$7.57
				STATE SALES TAX			\$6.02
				NON - TAXABLE			-\$0.18

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

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

YOUR NEXT METER READING WILL BEGIN ON APRIL 18TH.

ANY PAST DUE BALANCES ARE SUBJECT TO IMMEDIATE
DISCONNECTION.

Previous Balance:	\$0.00
Current Charges:	\$121.00
BANK DRAFT:	\$121.00

DO NOT PAY WILL BANK DRAFT ON THE 20TH

SW 7005
Pure White

TR 06

Building

SW 7048
URBAN BRONZE

Shudders

SW 6185
Escape Gray

215-C2

Inside window sills

[Get Outlook for iOS](#)

From: Daniel Horan <danielthoran@yahoo.com>
Sent: Thursday, April 7, 2022 9:35:56 PM
To: Nutralean@outlook.com <Nutralean@outlook.com>
Subject: Proposal

Horan's Rockstar Painting LLC
707 Duval St NE Live Oak FL
(386) 688-0689

Proposal for Nutralean production site,

- 1.) Painting all exterior walls and trim - \$5,300
- 2.) Interior upstairs paintings walls and trim \$1,100
- 3.) Interior downstairs walls, trim and doors \$5,682

Half to be collected when project starts

Prices subject to change pending unforeseen issues and/or add-ons

Sent from Yahoo Mail on Android

Top Tier Painting, LLC. - Jason Cain
14708 NW 214th Ave
Alachua, FL 32615
Toptierpaintingflorida@yahoo.com
(352) 317-2451

Estimate

Rick Robertson
14841 N. Main St
Alachua, FL 32615

Invoice # 1263
Invoice Date 04/09/2022
Due Date 04/09/2022

Item	Description	Unit Price	Quantity	Amount
Service	Repainting exterior of building on west and south sides. All materials and labor included	2200.00	1.00	2,200.00
NOTES: Removing loose stucco siding on West facing also included. Possible small upcharge for painting window sills a (3rd) different color as original quote reflects 2 colors. Thank you				
Subtotal				2,200.00
Total				2,200.00
Amount Paid				0.00
Balance Due				\$2,200.00



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

Date: 4-4-2022

NAME: Rick Robertson rlr@atlantic.net 352-363-9878
ADDRESS: 14865? Main Street
CITY: Alachua
STATE: FL
PHONE:

PROPOSAL	
TYPE	Remove old awning frame from wall
WIDTH	Approx. 27 ft.
PROJECTION	
DROP	
VALANCE	
BINDING	
FABRIC	
ACCENT COLOR	
LETTERING	
SPECIAL INSTRUCTIONS:	
Price: \$425. Labor only; no tax. May incur additional fees if there are unforeseen difficulties.	
50% DOWN REQUIRED TO START. BALANCE DUE AT INSTALLATION. Permit extra if required.	

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.



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

Bid #1

Date: 4-4-2022

NAME: Rick Robertson rlr@atlantic.net
ADDRESS: 14865? Main Street
CITY: Alachua
STATE: FL
PHONE: 352-363-9878

PROPOSAL	
TYPE	3 new traditional style awnings for over door and windows
WIDTH	Each 80" wide
PROJECTION	Approx. 36"
DROP	Approx. 20"
VALANCE	None
BINDING	n/a
FABRIC	Coastline Plus vinyl black
ACCENT COLOR	black
LETTERING	None
SPECIAL INSTRUCTIONS:	
Price: \$1935.00 (645.00 each) + 135.45 tax = \$2070.45	
(removal of old awning not included)	
50% DOWN REQUIRED TO START, BALANCE DUE AT INSTALLATION. Permit extra if required.	

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.

4-6-2022

Proposal

To
Rick Robertson
352-363-9878
Alachua, FL

Bid #2
4/10/22

Quantity	Description	Unit Price	Total
3	Awnings for front of building as discussed	838.00	\$2514.00
	Wedge style		
	Removal of old frame not included		
	60% down payment to start		
Subtotal			
Sales Tax			175.98
Shipping & Handling			00
Total Due			2689.98

Thank you for your business!

Captain's Marine Canvas ★

Tel 352-284-9682

3550 NE 53 Terrace
High Springs, FL 32643

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: _____	

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 <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:

FAÇADE GRANT FUNDING AGREEMENT

THIS FAÇADE GRANT FUNDING AGREEMENT (hereinafter "AGREEMENT") is made by and between the City of Alachua Community Redevelopment Agency (hereinafter "CRA") and Rick Robertson (hereinafter "GRANT RECIPIENT") this 2nd day of May, 2022.

RECITALS

WHEREAS, GRANT RECIPIENT has demonstrated a desire to rehabilitate the physical, economic, and aesthetic appeal of business and all the property located at 14841 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 \$20,000 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 **May 9, 2022**, the CRA approved awarding a business façade grant (hereinafter "GRANT") to GRANT RECIPIENT in an amount not to exceed \$2,347.05; 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 Incremental Revenues allocated to the CRA. The CRA has no obligation to encumber or expend any funds unless and until such funds are received for the CRA.

SECTION 4. Covenants of CRA. CRA agrees to, as herein provided, reimburse GRANT RECIPIENT in an amount not to exceed \$5,000, 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

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 **November 9, 2022**.

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: Rick Robertson

Title: Applicant OWNER

Date: 5/2/22

Signature: Rick Robertson

GRANT RECIPIENT WITNESS:

Name: Lindsay Rizzo

Title: CRA Coordinator

Date: 5/2/22

Signature: [Signature]

CITY OF ALACHUA CRA:

Mike DaRoza

CRA Executive Director

Date: _____

Signature: _____

CITY OF ALACHUA WITNESS:

Name: Jeremiah Perkins

Title: Building Assistant I

Date: Mon May 2, 2022

Signature: [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

CRA Meeting

May 9, 2022

Rick Robertson

14841 Main Street
Alachua, Florida

Overview

- A request by Rick Robertson, applicant and property owner, requesting approval of a Business Facade Grant Application for Project improvements to buildings located at 14841 Main Street Improvements include:
- Replacing awning covers and frames over windows and door
- Removing stucco to expose brick
- Painting stucco

Total estimated project cost: \$4,695.45

Maximum grant award: \$2,347.05

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

Overview

- To support that the Project meets the requirements of the Program Policies and Procedures, the applicant has submitted materials which depict the proposed design and colors of the awnings and door
 - Color of the awning cover will be black
 - Applicant has submitted color swatches depicting the following colors for the stucco:
 - Building – Pure White
 - Shudders – Urban Bronze
 - Inside window Sills – Escape Grey

Current Conditions



Current Conditions



Current Conditions



Current Conditions



Current Conditions



Proposed Awning Colors



Color Swatches

Building – Pure White
Shudders – Urban Bronze
Inside window Sills – Escape Grey

SW 7005
Pure White
Interior / Exterior
Location Number: 255-C1

255 Pure White

COORDINATING COLORS SIMILAR COLORS DETAILS



SW 7048
Urbane Bronze
Interior / Exterior
Location Number: 245-C7

245 Urbane Bronze

COORDINATING COLORS SIMILAR COLORS DETAILS



SW 6185
Escape Gray
Interior / Exterior
Location Number: 215-C3

215 Escape Gray

COORDINATING COLORS SIMILAR COLORS DETAILS



Program Requirements

Proposed project meets the requirements of the Business Façade Grant Program Policies and Procedures

- 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: (1) Find the Business Façade Grant Program Application submitted by Rick Robertson for improvements to a building located at 14841 Main Street to be consistent with the Business Façade Grant Program Policies and Procedures; and, (2) Adopt Resolution CRA 22-05.



ALACHUA CRA
COMMUNITY REDEVELOPMENT AGENCY

Business Facade Grant Program

CRA Meeting

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