

**AGENDA
GREATER LEESBURG CRA
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
TUESDAY, MAY 28, 2024 5:15 PM**

1. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. APPROVAL OF MINUTES:

A. Regular meeting held September 14, 2023

B. CRA New Member Workshop held February 27, 2024

3. RESOLUTIONS:

A. Resolution of the Greater Leesburg Community Redevelopment Area (GLCRA) authorizing the Chairperson and Secretary to execute a resolution approving Fiscal Year 2024 Façade Sign, and Landscape Grant Awards; and providing an effective date. (FSL Grants GLCRA 2024).

4. FY 25 BUDGET DISCUSSION

5. ROLL CALL:

6. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." The City of Leesburg does not provide this verbatim record.

**AGENDA MINUTES
GREATER LEESBURG COMMUNITY REDEVELOPOMENT MEETING
CITY HALL, 501 W MEADOW STREET
THURSDAY, SEPTEMBER 14, 2023 5:10 PM**

1. CALL TO ORDER

The City of Leesburg Greater Leesburg CRA held a special meeting on Thursday, September 14, 2023, at Leesburg City Hall. Chairperson Burry called the meeting to order at 5:24 p.m. with the following members present:

Commissioner Allyson Berry
Commissioner Jay Connell
Commissioner James Reid
Commissioner Mike Pederson
Commissioner Alan Reisman
Commissioner Bettye Stevens-Coney
Chairperson Jimmy Burry

Also present were City Manager (CM) Al Minner, City Clerk (CC) J. Andi Purvis, City Attorney (CA) Grant Watson, the news media, and others.

INVOCATION

The invocation and Pledge of Allegiance were previously given at the Carver Heights/Montclair Community Redevelopment Agency meeting held immediately prior to this meeting.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. APPROVE MINUTES:

A. Regular meeting held April 10, 2023

Commissioner Reisman made a motion to approve the regular meeting minutes of April 10, 2023, and Commissioner Berry seconded the motion.

Commissioner Stevens-Coney said she had a few corrections. On page two, in the second paragraph, instead of Dabney School being the first formal school for African Americans in Leesburg, it should be Lake County Training School. On page three, under the fourth bold print of the second line under Commissioner Stevens-Coney, she apologized if there was a misunderstanding in what she said. It states she provided a list of fifty names of the guys who live on Mike and Pine Street who would have a place to meet. Again, she apologized if she did not make that clarification. The reality or the clarification is this, please, she provided a list of over fifty names including both men and women who live in the east

town community, including the five to seven guys who frequent Mike and Pine Street. Those would be her corrections. **Chairperson Burry** asked if they needed a motion to amend the minutes. **CM Minner** replied yes.

Commissioner Pederson made a motion to amend the minutes with the corrections as stated by Commissioner Stevens-Coney and Commissioner Reisman seconded the motion.

The roll call vote was:

Commissioner Berry	Yes
Commissioner Reid	Yes
Commissioner Stevens-Coney	Yes
Commissioner Connell	Yes
Commissioner Reisman	Yes
Commissioner Pederson	Yes
Chairperson Burry	Yes

Seven yeas, no nays, the Commission approved the amendments to the minutes.

Commissioner Reisman made a motion to approve the minutes as amended and Commissioner Berry seconded the motion.

The roll call vote was:

Commissioner Reid	Yes
Commissioner Stevens-Coney	Yes
Commissioner Connell	Yes
Commissioner Reisman	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes
Chairperson Burry	Yes

Seven yeas, no nays, the Commission approved the minutes as amended.

3. RESOLUTIONS:

A. Resolutions amending the Budget for Fiscal Year 2022-23 and adopting the budget for the Fiscal Year 2023-24 for the Greater Leesburg Community Redevelopment Agency.

1. Resolution of the Greater Leesburg Community Redevelopment Agency of Leesburg, Florida, approving the amended Fiscal Year 2022-23 budget; appropriating certain funds to specific redevelopment projects; and providing an effective date.

ADOPTED RESOLUTION 57

Commissioner Reisman introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Resiman made a motion to adopt the resolution and Commissioner Pederson seconded the motion.

Chairperson Burry requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Stevens-Coney	Yes
Commissioner Connell	Yes
Commissioner Reisman	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Reid	Yes
Chairperson Burry	Yes

Seven yeas, no nays, the Commission adopted the resolution.

2. Resolution of the Greater Leesburg Community Redevelopment Agency of Leesburg, Florida, approving the Fiscal Year 2023-24 Budget; appropriating certain funds to specific redevelopment projects; and providing an effective date.

ADOPTED RESOLUTION 58

Commissioner Reisman introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Resiman made a motion to adopt the resolution and Commissioner Pederson seconded the motion.

Chairperson Burry requested comments from the Commission and the audience.

CM Minner stated the Downtown CRA budget has about \$916,000 in revenue, which is a twenty-three percent increase from last year. The major expense is the contribution to the Leesburg CDC. That contribution is required to be half of the increment and that comes out to \$458,000. They have a one hundred thousand dollar debt payment, which is the banknote that did the Main Street project. That note was made in 2015. The biggest modification was the \$350,000 of unallocated money that they were going to put in the reserve. The modification is for the funding of the special events division, which will be under the recreation department. That division will provide for two positions that include wages and benefits totaling about \$200,000. They will have operation costs of \$250,000. Currently there are no revenues, but as they get into this new venture they will get a better feel of what events to do and where revenues may or may not come from. They will supplement the budget with revenue streams to offset the expenses. However, at this time, they do not know what that is. He anticipated there would be unforeseen revenues in the coming year, but to be conservative, they did not put any revenue there. The big modification was for \$450,000 to do special events. In order to do special events at that level, they need to use about ninety-seven thousand dollars of cash and that in turn will reduce the reserve balance by that much. By the end of the next fiscal year, with all things being equal, come September 30, 2024, they should have about \$151,000 in cash left over. He said that Commissioner Reisman has talked to him on a few different occasions about revisiting some improvements to the downtown. They talked about parking and some other stuff. He wanted to throw out that there still is an allocation that remains for \$321,000

which was for the Market Street design concept. Going into the year, if they wanted to start looking at different concepts, they could because they still have \$321,000 they could reallocate. It was designated for engineering, but if they want to move into the parking concept or lighting concepts, there is money to do that. That concluded the budget as amended for FY 24, based on their discussions. **Commissioner Stevens-Coney** stated she had concerns. She remembered some time ago, within the CRA budget for the Greater Leesburg area, specifically east town, there was not any consideration for housing. Was she to understand that we do have consideration for housing and repairs, etc? **CM Minner** responded no. They did not have an allocation for home grants in the Downtown CRA. **Commissioner Berry** asked about the CRA block. She would like clarification on the CRA block on the east side of downtown Leesburg. It starts at Newell Hill Road and goes where? **CM Minner** answered that the Downtown CRA is from Dixie/Newell Hill Road and it goes across to US-27. From US-27 down to Dixie and it wraps back around to Newell Hill Road and Canal Street splits the east and west sides. **Commissioner Berry** inquired whether the CRA block would be on the west side of Canal Street and if the hospital was on the east side? **CM Minner** agreed. **Commissioner Berry** said that is something they should probably give consideration to later. **CM Minner** added at this time the answer is no because any house in the City of Leesburg fits the criteria of the home grant program. At this time, the only place they have allocated funding for that program is in the Carver Heights CRA. There is no funding for the home grant in the Greater Leesburg CRA. **Commissioner Stevens-Coney** stated her question was how do they accommodate the needs of that area? There are blighted sections in that area, specifically thinking of Ferguson Avenue. There are other areas and pockets where these citizens are in grave need and they would meet the criteria for help. **CM Minner** responded that was above his pay grade. There have been several discussions about priorities and competing demands. The competing demands in the Downtown CRA are threefold. That includes questions about what we do on Main Street in the downtown, what events are held in the district, and what do we do for revitalization? Those are the competing demands. At this time, based on previous discussions, they still had an unallocation. This body has given the implementer for signs for churches, which is not a great expense, but they still need to tackle that. He felt comfortable that they could tackle that this fiscal year without a significant contribution line item for that. He could handle that operationally. However, the flat out answer is, that this is the time to discuss the competing demands. This body has had several discussions, at least the city commission has about shifting the demand to the events. So this would be the time to discuss where they want to do that. Other funding sources would be to grab some other general fund monies and fund it that way. Currently, there are no funds for the home grant program for the Greater Leesburg CRA. **Commissioner Berry** inquired about the east side of Canal Street and, based on Commissioner Stevens-Coney's comments, that is an area that is blighted. Could they discuss using general funds for that? **CM Minner** suggested, if they did that, they could use general fund revenues, reserve revenues, or reserve monies that are in the Downtown CRA. They still have \$150,000 in the Downtown CRA and they could allocate some of that money to the home grant program. **Commissioner Stevens-Coney** asked if they could do that? **CM Minner** responded that if they wanted to fund it, they would need to make a motion to use some of the reserve funds to fund the home program.

Commissioner Stevens-Coney made a motion that they use some of the reserve funds to fund the specific areas of need in the eastern Leesburg area.

CM Minner stated there had been a lot of discussions going on and she did not put an amount in the motion. If this commission asks to allocate some of the reserve money to the downtown, they would take the money out of their reserve account. The question is, how much they want to take out of that reserve account. If they fund that program, \$25,000 is the maximum amount per grant, so that would allow for six houses, potentially, using the reserve funds. The motion lacked an amount and the question of whether they wanted to spend that reserve money. **Commissioner Stevens-Coney** said she is in that area quite frequently and she sees the needs and she listens to the people. She is being asked about this area

and about the blighted needs. She wanted to bring that to the commission. If they were at liberty to state an amount, they could certainly do that. If twenty-five is the minimum, then they will go with that.

Chairperson Burry asked that she restate the motion exactly as she wanted it, because there was no second to the motion and they wanted to understand.

Commissioner Stevens-Coney made a motion to use at least a minimum of twenty-five thousand dollars to service some of the blighted areas on the east side of Leesburg and Commissioner Berry seconded the motion.

Commissioner Berry explained in the CRA block that she understands there are blighted areas and district one on the east side of town. She agrees with that. However, she does not necessarily want to lose the reserve. Could they consider using some general fund money and some of the reserve? **CM Minner** said yes. They would need to amend the proposed budget two ways. First, they would need to amend the Downtown CRA budget with a specific level of funding from the reserves. Then, when they get to the general fund, they would need to make an amendment to that budget to include reserve funds to go towards a specific area.

Commissioner Berry made a motion that they take fifty thousand out of the reserve balance for the Downtown CRA and Commissioner Stevens-Coney seconded the motion.

Commissioner Connell inquired if they were really thinking about taking the reserves down to one hundred thousand dollars. That account would be pretty low. With the special events, he did not think they should be appropriating \$450,000 for a brand new department. They do not even know what events to have or what they are even going to do. No one has provided anything about their operations or how they are going to conduct business. We are putting the cart before the horse on this. We should have had all that information before appropriating the money and agreeing to create a new department.

Chairperson Burry said he understands his position, but if they do not pay someone to become that person that makes those decisions that brings it to them, how will they ever get there? **Commissioner Connell** answered they should have some type of template or criteria for what events they will be doing. Then that could be amended and molded around, but they should not go into this blind by saying here is five hundred thousand dollars you guys figure it out. **Chairperson Burry** added at the last meeting that they had a template. **Commissioner Pederson** said it was a 4-1 vote and time is of the essence. They had to speed up that motion so they could hire people. If they did not do that, there would be no events in the next fiscal year. They need to get that department up and running. **Chairperson Burry** stated there was a motion on the floor to take fifty thousand dollars and direct it towards a mirrored type program that is in the Carver Heights CRA. It would operate the same way and it would allow up to \$25,000 with a five-year lien. **CM Minner** commented that they would take \$50,000 from the reserves to fund the home program in the Greater Leesburg CRA. **Commissioner Pederson** pointed out that last year they gave them \$750,000 from the ARP money. He thought it was used for homes and home improvements. **CM Minner** clarified that \$750,000 was provided to both CDC's. **Commissioner Connell** wanted to know how that money was spent. **CM Minner** responded that the West Leesburg CDC money has not been spent to date. Their plan was to purchase lots which were part of the moratorium. The Leesburg CDC spent their money on different rehabilitation programs. Some were within the Carver Heights CRA and some were not. Remember, pursuant to the decree, the Leesburg CDC was not required to spend it in one spot. The Leesburg CDC was given the opportunity to spend the downtown increment where the CDC saw fit. Some of the money was spent in the Snow Apartments, which is just outside the Downtown CRA. Some of it was spent in Carver Heights, but that is within their rights. Commissioner Pederson's argument was that maybe they did not need to take the fifty grand and put it towards the home program because they were using ARP monies in different ways to help blight. **Commissioner Pederson** appreciated that comment. He was combining that with Commissioner Connell's comments.

He did not want to take the reserve down either. That is why he pointed that out, because they just spent \$750,000. They are looking out for that neighborhood and trying to improve it. **Commissioner Berry** pointed out that there was a motion on the floor. If it does not come from the reserve, what other areas could they take it from, because there is a need for a home improvement program in that area? There are blighted areas that are not in the CRA block. That was why she made sure she outlined that area. **CM Minner** stated if her concerns were about other blighted areas outside of those two redevelopment districts, that would go back to the general fund for allocation. **Commissioner Stevens-Coney** wanted to clarify what they were saying. **Commissioner Pederson** said there was a motion on the floor for fifty thousand dollars. **Commissioner Reid** wanted to make sure this money would be reallocated from the reserves to a home ownership grant that mirrors one that they talked about last time with respect to Carver Heights. He wanted to make sure it would still be open to all houses. **CM Minner** answered almost. The home program is open to all houses. The home program grant was modified back in June and it is open to the entire city. They had to fund that program, so they funded that program during the first hearing of the Carver Heights CRA meeting in the amount of \$300,000. The amended motion on the floor is to take \$50,000 from the reserves in the Downtown CRA and to spend that specifically in the Downtown CRA. Now, Commissioner Berry is angling to get more money to cover the whole city and another discussion will be held when they talk about the general fund. **Commissioner Reid** asked if they do not fund the whole city now, is someone who lives outside these areas allowed to apply for that grant, or do they not qualify for it? Do they want to open this up to everyone? The amendment on the floor was to just open it up on the east side. **CM Minner** mentioned it would just be used for Downtown CRA. The \$50,000 would only be used in the downtown CRA block. **Commissioner Pederson** said he may be confused because he thought they approved some dollars at the city level in the general fund. It was not a lot, but it was about one hundred thousand dollars a year. **Chairperson Burry** stated this would be for someone who lives in the Downtown CRA. It would have to be owner-occupied and they could get up to twenty-five thousand dollars to fix up their home. They may also have to have a five-year lien. With this motion, they may be able to do two houses. **Commissioner Reid** said he was looking for the distinct necessity. **Chairperson Burry** stated that was the difference because Carver Heights has the funds and, because of the special events division being funded through this CRA, the funds do not exist in abundance. **CM Minner** confirmed that was a correct analysis.

The roll call vote was:

Commissioner Connell	No
Commissioner Reisman	No
Commissioner Pederson	No
Commissioner Berry	Yes
Commissioner Reid	No
Commissioner Stevens-Coney	Yes
Chairperson Burry	No

Two years, five days, the Commission denied the amendment.

Chairperson Burry stated they were back to approving the budget as presented.

Commissioner Reisman made a motion to approve 3.A.2 and Commissioner Berry seconded the motion.

Commissioner Pederson made a comment that he would vote yes to support this. However, he did not agree that the \$450,000 to fund the special events division should come out of this CRA budget entirely. Some of those funds should come from the general fund. They will deal with that next year, but down the road it should be spread out more. This is a big hit for the CRA and it benefits the entire community. **Commissioner Reid** asked if the special events were Bikefest and the Martin Luther King parade?

Commissioner Pederson responded it would cover all the free events. **Commissioner Connell** added that they really do not know because there is no criteria for what they will be doing. **Chairperson Burry** said the Partnership used to conduct those events. **Commissioner Reid** asked about the actual events. **Chairperson Burry** answered it would be the Fourth of July, the Christmas Stroll, and the Christmas Parade. **CM Minner** stated the concept laid out broad parameters for three levels of events. Commissioner Reid did not hear that discussion because it was held at the city commission level and not the CRA level. Those discussions were held at the last two city commission, regular meetings. The concept was to take over the events from the Partnership and there are three levels of events. One is community-wide events, the hitch being that these events are held in the CRA. It is shown that other communities use their incremental money, like Tavares, to fund these types of events and they are conducted in the district. The major events are defined as the Fourth of July and the holiday events. There are some considerations about what other major events they want. Do we want to continue Bikefest or do we want to do a new event? Right now, we know we want to invest in major events and that includes the Fourth of July and other holiday events. There will be other events, but those will be determined as we move forward. There will be secondary events like the boo-bash, movie night at the pavilion, the market and other events that the recreation department might do. They may have slides and bounce houses and different festivals that occur. Those would be the type of events we fund. However, there will be at least three to four major events with some secondary type events. There will be tertiary ticketed events like the fish fry, which the other not-for-profit organizations may still want to do to help fund their organization. The major events the city will do with the funding of \$450,000. The special events manager will put these events on with the assistance of the recreation director. They will focus on the Fourth of July event and Bikefest. They will focus on the holidays and other events are to be determined. **Commissioner Reid** asked if this was an effort to enhance events that already occur. **CM Minner** said yes. **Chairperson Burry** mentioned that the city was taking them over. They were being passed off. The city did not actively pursue this. The Leesburg Partnership approached the city because they could no longer do them. That is important to know. This was not something the city was taking away from that organization. This is something the city was being asked to take on. The city commission discussed this and it is very important for the city as a whole to have these kinds of events and to enhance the entertainment in the City of Leesburg. **CM Minner** commented that since the mid-90s the Leesburg Partnership has handled these events for the city. The city did not have an event expense. Those events were funded by profits made from Bikefest and MardiGras. As they moved through time, MardiGras and the Bikefest were not as profitable. Therefore, the Partnership was unable to continue with other events. The Partnership has now asked the city to take them on, but for the past thirty years that expense was with the Partnership. However, now that mechanism does not work. So, the Partnership came to the city and asked if we would take them over. This was discussed by the city commission and the super majority of that body wanted to carry on special events. **Commissioner Reid** asked, since the Partnership was no longer in charge, who would it be? **CM Minner** answered the city would be in charge of it. **Commissioner Reid** asked who would be the events planner? **CM Minner** replied that the city was currently recruiting for those positions. Structurally, the recreation director is under the city manager and within that department they will create a special events division. The city is currently recruiting two positions; the special events manager and a special events coordinator. Those positions will report to the recreation director. **Commissioner Pederson** added that the Leesburg Partnership was being dissolved. If we did not move on this, all events would go away. That is why time is of the essence. **Commissioner Reisman** said they voted at the last commission meeting to take it. **Chairperson Burry** stated the special events are the city's responsibility now and they have to be funded somehow.

The roll call vote was:

Commissioner Reisman	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes

Commissioner Reid	Yes
Commissioner Stevens-Coney	Yes
Commissioner Connell	No
Chairperson Burry	Yes

Six yeas, one nay, the Commission adopted the resolution.

4. ROLL CALL:

Commissioner Pederson had nothing to comment on.

Commissioner Berry had no comment.

Commissioner Reid had nothing to comment on.

Commissioner Stevens-Coney said she had a smile on her face because she was aware that the bathrooms for John L. Johnson Park are not in the CRA budget. However, they are in the discretionary funds and the bathrooms will be provided for at John L. Johnson Park. The parents, the grandparents, as well as the great-grandparents will be very happy about this. As for the teenagers and everybody who attends, they will have some way to relieve themselves of their physical needs. She was very proud.

Commissioner Connell had no comment.

Commissioner Reisman had no comment.

Chairperson Burry had no comment.

5. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." The City of Leesburg does not provide this verbatim record.

With a motion by Commissioner Reisman and a second by Commissioner Pederson, the meeting adjourned at 5:59 p.m.

**AGENDA MINUTES
CARVER HEIGHTS/MONTCLAIR AREA and
GREATER LEESBURG CRA WORKSHOP
CITY HALL, 501 W MEADOW STREET
TUESDAY, FEBRUARY 27, 2024 5:30 PM**

1. CALL TO ORDER

The City of Leesburg held a CRA New Member Workshop on Tuesday, February 27, 2024, at Leesburg City Hall. Commissioner Berry called the meeting to order at 5:30 p.m. with the following members present:

Commissioner Theresa Conner (Carver Heights CRA)
Commissioner Robert Alderman (Carver Heights CRA)
Commissioner Samantha Ponder (Greater Leesburg CRA)
Commissioner John Sokol (Greater Leesburg CRA)
Commissioner Allyson Berry (City Commission)

Also present, were City Manager (CM) Al Minner, City Clerk (CC) J. Andi Purvis, and Network Manager (NM) Mike Andrews.

INVOCATION

Commissioner Berry gave the invocation followed by the Pledge of Allegiance to the Flag of the United States of America.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. INTRODUCTIONS BY AL MINNER, CITY MANAGER

CM Minner welcomed everyone to the workshop. This meeting is for formality purposes and there are no decisions made at workshops. This workshop was called to review the Carver Heights and Greater Leesburg CRA's and to discuss how each board is made up. He provided a packet that included CRA budgets and the master plans. He pointed out that sometimes he would refer to the Greater Leesburg CRA as the Downtown CRA and the Carver Heights CRA as Carver Heights. The third is known as the U.S. Highway 441/27 CRA.

3. PRESENTATION / DISCUSSION:

A. Budgets

Beginning, CM Minner informed them that everything they do as a CRA member is public information,

and it can be requested at anytime. This meeting was informal and included a presentation. At the request of Commissioner Berry, he would provide an introduction to local government and the CRA's to show their purpose. With this being an informal workshop, he will answer questions as we go along. He broke down the three CRA's and provided the budgets along with the priorities for FY 24. We are near the end of the second quarter of FY 24. Municipal corporations (the city) and political subdivisions (the county) have the same fiscal year per state statutes, which is October 1st through September 30th. The last quarter of the calendar year, October through December, will be the first quarter of FY 25. During the summer there will be discussions about the FY 25 budget, which starts October 1st. The CRA's biggest participation will be during the budget time frame. However, at the request of any commissioner, we could have a meeting, but typically CRA's meet when there is business to discuss. A Community Redevelopment Agency (CRA), is a special district managed by a selected board that oversees improvements to a defined area by use of political subdivisions and municipal corporation taxes. Under the CRA law, we create revenue that is derived from property taxes and that makes up the CRA budget. CRA's are defined as a two-edged sword. They can be unpopular with political subdivisions (the county) because they have to give up incremental revenues, but the county is required to provide that to the municipal corporation, so the municipal corporation can manage blighted areas. The purpose of the CRA is to develop plans in order to accomplish certain things in a defined area. There are ten different purposes for a CRA. The first is the removal of slum and blight. Slum and blight are at the top because it is the main purpose of a CRA. CRA's also create clean and safe places, prevent crime and encourage economic development, they build or enhance affordable housing, fund streetscapes or capital improvements, preserve historic buildings or resources, retain or recruit businesses and enhance parks and recreation. CRA's also increase the tax base and increasing the tax base is the primary reason. The philosophy for taking political subdivisions' money is to create growth and remove the issues from a targeted area. When we remove blight, we increase the tax base not just for the city, but for all taxing districts including the school board, the county, and hospitals. When we remove slum and blight and make improvements to an area, it helps everybody because it increases property values and commerce. In the end, it makes the world a better place to live.

There are a lot of rules promulgated by the CRA and 1969 was a very important year in the State of Florida because the state performed a humongous comprehensive re-evaluation of state statutes where they redefined everything. The Redevelopment Act of 1969 was a huge landmark because that was when CRA's were authorized in the statute. Chapter 163, Part III, was part of the redevelopment of the State of Florida, and not many cities had CRA's until the 1980s. In the State of Florida there are currently over two hundred CRA's. Many rules have been added and modified since the creation of the city's three CRA's. The point is there are many laws governing CRA's. In his opinion, the laws were created due to the misuse of CRA's by municipal corporations who took advantage of tax issues to create CRA's. Now, every year, the state legislature does something to modify the rules. CRA's have very complex laws through Chapter 163. However, the main purpose of a CRA is to remove slum and blight. The state does not have any CRA's because they regulate them through the promulgation of state laws. Counties and cities are supposed to work together to manage and operate CRA's. In order to create a CRA, there has to be slum and blight in a specific area. A municipal corporation cannot take a prosperous area of the community and call it a CRA because there has to be an existence of slum and blight as defined in Chapter 163.

Referring to a chart, he showed six points for slum and blight. It has to constitute a serious growing menace, injurious to the public, health, safety, and welfare of the residents. It has to contribute to the spread of disease and crime, and it has to constitute an economic social liability which decreases tax base and revenue. The area has to impair sound growth. If we had one portion of the community rapidly growing while another area was not, that would not be enough to meet the definition of slum and blight. It has to retard the provision of decent housing accommodations, and it has to aggravate traffic problems

that create traffic hazards. **Commissioner Sokol** inquired if it has to address every issue or just some of them. **CM Minner** replied that it needs to address most of them. It needs to meet some standard of the definition for slum and blight. If we only picked traffic for a small area, there would still be growth. Therefore, it would not constitute slum or blight. Some reasons could constitute as better reasons, if they were to use them singularly. It is better to use all of them because that makes up the definition of slum and blight. Once an area has been identified as having slum and blight, that creates purpose, and they would have to create a plan.

Referring to another slide, he pointed out the city limit boundaries that were outlined by candy cane dots. The yellow circles on the slide indicate the city's targeted areas. Those areas represent the three CRA areas; Carver Heights, Downtown, and the 441/27 CRA. When a municipal corporation or political subdivision creates a CRA, they have to specifically define the area and the occurrences in that area that meet the definition of slum or blight. Once the area is created, it is eligible to create a tax financing increment (TIF). The financing increment is the amount of tax revenue collected in the identified blighted district above what was collected in the base year. The base year is defined as when the CRA was created. As the area grows, the revenue above the base year becomes an increment and the increment cities or municipal corporations receive is from the targeted area above the base year. CRA's are funded by the increment of both the municipal corporation and the county tax value. **Commissioner Sokol** asked if that was why the county did not like Leesburg. **CM Minner** agreed. He said with tax increments for a defined area, there would be a TIF which creates a certain amount of revenue. It may not be a lot because the area faces issues. However, it should always create little to no revenue because it underperforms and that meets the definition of blight, because it is not creating enough tax revenue to solve the issues the citizens want solved. When the city sets out to create a CRA, we make a box and count up all the taxable properties in that box. Based on the current millage rate or taxable value in that year, it creates a certain amount of revenue and that is called the base year. For example, if a box created one thousand dollars in the base year and there was little growth in year two, they may have one thousand and fifty dollars. As a note, the base year tax money constantly and forever goes to the general fund. The city has several operating funds, we have more than normal due to utilities. Every utility has a fund; whether it be electric, water, sewer, gas, or the airport. Governmental accounting is very segregated. We put all our colored marbles into segregated boxes, and those segregated boxes are called funds. The general fund covers everything that is general or wide-ranging. The general fund provides multiple services whereas the electric fund provides one thing, lights; the water fund provides water and the sewer fund handles waste. The general fund covers a host of things; planning and zoning, the city manager, and city attorney, along with the accountants. It provides provisions for streets, parks, police and fire, so the general fund covers everything but utilities. The base year is the amount of tax money created before the TIF, and that money goes to the general fund. Referring to a slide, he showed the TIF being the increment above the base year. That tax money is cut away and put into special revenue funds. The special revenue fund is the money that can be spent or earmarked for projects within that box or special district. That money is matched by the county and becomes the budget for the CRA. Referring to a slide, he showed year five being defined by the green color, that represents the number above the baseline. The argument by the county is that we are creating more activity for county services, therefore they do not want to give that money to the municipal corporation. The municipal corporations' argument is that we are fixing the problems and these are municipal service issues. It does not have an impact on the county budget; therefore, they have to provide the money and the law agrees. That was the core issue and controversy surrounding CRA's. Being on the municipal corporation side, we are doubling down on money. The city typically gets double. However, the increment helps fight slum and blight in a specific district. Once a targeted area is picked out, we create the base year, and put together a board. The state statutes are pretty open, but the board is autonomous because they manage the CRA money, and they write the checks on behalf of the CRA. They also have influence on projects. Remember each CRA has its own box and board. We have the Greater Leesburg CRA, Carver Heights CRA and the U.S. Highway 441/27 CRA.

Commissioner Sokol asked if CRA's ever accomplish what they set out to do and if they are dissolved and go away? **CM Minner** said yes, state statutes have a forty-year limitation. They can be renewed, but the annual process varies on whether you are a charter or home-rule county. Fortunately, we are a home-rule county, so it is easier to extend and create than it is in a charter county. **Commissioner Alderman** inquired how old the CRA was. **CM Minner** responded the Greater Leesburg CRA was created in 1997. It covers the historic business district along Main Street, and the area east of Canal Street, also known as the Pine Street area. When the city commission put the Downtown CRA together, they created a body of seven members that included the five city commissioners. It is a seven-member voting body. The city commission, in their capacity, were also appointed members to this board. When this board was created, that was permissible and common. With the Downtown CRA, the city was forced to create it pursuant to the 1997 settlement agreement between the City of Leesburg, Lake Regional Medical Facility, and the NAACP. It is also referred to as the lawsuit, the decree, and the settlement. In the decree, it stated the city was required to create the CRA, and it had to have representation of minorities. When the city commission created the Downtown CRA, there were to be two additional members. They divided the members in the district, so one had to be from the westside and the other from the eastside, with Canal Street being the divider. One member had to live or have a business on the eastside, and the other representative covers everything to the west. Commissioner Sokol serves as the westside representative and Commissioner Ponder serves for the eastside. The decree also mandates where the money can be spent. The Carver Heights CRA was created around 2004. They put together a master plan which has been redone twice. This CRA was created due to the same type of issues the Downtown CRA had. However, the difference with this one is they do not have spending requirements. This one functions more like a traditional CRA because it is a slower growing area. This CRA has two appointees; Commissioner Alderman and Commissioner Conner. Another difference with this CRA is that the appointed members have to reside within the Carver Heights CRA. They serve alongside the city commission. Even though they write the checks and provide influence, they work with five other members and majority rules. The last CRA is the 441/27 CRA. This one was created at a unique time around 2010. It was created out of transportation issues. The feeling was that the major corridors in the community were blighted, and that included US 441 and US 27. The purpose was to make the corridors' appearance in Leesburg better. When the board was created, the city commission voted to only have city commissioners serve on the board. They hold separate meetings when there are issues to deal with in the 441/27 CRA.

The 441/27 CRA budget shows what was approved for FY 24. The total revenue source is 2.3 million dollars and the total appropriations are 2.3 million dollars; therefore, they are balanced. He showed a summary that did not include the details of revenues. The city's contribution of taxes is \$862,909 and that is according to the city's millage rate of 3.47921. The millage rate is the rate at which we tax property. Using round numbers, if we said three percent for every thousand dollars of value, the city would get three dollars. If your property was worth one thousand dollars, and the taxable value was one thousand dollars with the millage rate of three percent, the tax bill would be three dollars. The millage rate of 3.47921 is defined in the box for the 441/27 CRA, which generates about nine thousand dollars. The budget shows the contribution to the Leesburg CDC of eight hundred sixty-two thousand dollars and the county contribution of one point forty-four million. **Commissioner Sokol** wondered if the county's millage rate was higher than the city's. **CM Minner** answered yes, the county's millage rate is higher. It has the same assessed value, but two different mills. The city's incremental value is three point four and the county's increment value of five point two. There are three different mills, but the general fund is the five point two number. That is why the number is different, it includes the miscellaneous details. There could be interest revenue, but not very much. The 441/27 CRA is interesting because it was created around 2010, just before the economy started to collapse. It was created at a time when Florida was jamming. We were seeing double-digit assessed values each year for a number of years. Then everybody quit paying their mortgages, the world collapsed and we hit a recession. So, the time frame when we

created the 441/27 CRA was very close to when the world changed. We had just made a deal for a fifteen million dollar bond note. We had great projections for how we would pay that fifteen million dollar note with incremental revenues over thirty years. We signed the note, got the money, started spending it and the world crashed. The 441/27 CRA was immediately upside down just after borrowing fifteen million dollars. We have a one million dollar liability every year, and when the CRA cannot pay the debt, the general fund has to. This was one of the biggest issues they dealt with just after he was hired. They had to figure out how to make it right. They tried a bunch of different stuff, but it boiled down to two things. We had to get creative and change the base year. The base year was 2010, and by 2013/2014 the value of the TIF was lower than the base year. They could not create an incremental revenue until the TIF was above the base year. They had to reset the base year to a lower value. We were able to do that for a few reasons, but mostly we just got lucky. We then pulled all the money. We had only spent a little bit of the money, so we stashed the rest of the cash to pay the bond. We are now at year ten, and the base value was reset seven or eight years ago. The 441/27 CRA is now at the point where they may be able to start spending some of the money on things other than the bond. The bond paid for the lights on US 441. It is the lights on the big tall poles. We spent about seven and a half million dollars putting those lights in. However, we did not spend the rest of the proceeds. We had about fifteen million dollars, and we spent seven. We kept the seven million dollars to start paying the note. We also shifted stuff around. In the end, after resetting the base year, growth started happening and the note retires in about ten to twelve years. We have between seven and nine million dollars left outstanding. However, this CRA is starting to look good.

B. Current Projects in the CRA's

CM Minner stated the Carver Heights CRA budget has about seven hundred and fifty thousand dollars of revenue. It has gone up around ten percent. When they begin conversations about FY 25, they will see the seven hundred and fifty-six number go up. It should be a double-digit number because we see nice growth. We had not seen nice growth in the Carver Heights CRA until the last three years. The city kicks in about three hundred and the county kicks in about four hundred and seventy thousand dollars. There are some other miscellaneous revenues. The Carver Heights CRA has been broken down into a few components for several years. The first is personnel and agency operations. The agency's operations include insurance, contributions to the West Leesburg CDC, and other things. The details are shown in the budget. The next thing they have to do is pay debts. When the city built the Resource Center, we borrowed about one-point-two million dollars from the electric fund and now the CRA has to pay that back. The annual debt payment is about one hundred thousand dollars. We then have to pay the credit card bills. Personnel costs cover staff at the Resource Center who deal with housing issues. It is non-negotiable, we have to pay them. The resource operations pay the light bill and different maintenance items, which comes to about sixty grand. Discretionary and nondiscretionary is one of the biggest things we changed this year due to the influence of Commissioner Berry. We increased the home grant program. We enhanced the existing home grant program by increasing the grant award from five thousand dollars to twenty-five thousand dollars. That money was then married with other agency money. However, we will stretch that money as far as possible. We are now in the process of getting those funds out and spent. We will be as resourceful as possible, so we do not spend it all. They would like to stretch it out for maximum impact. The Boys and Girls Club tuition was also added to this fund. We added three hundred thousand dollars to this budget, but we are only allocating two hundred and twenty-nine thousand dollars. We had some leftover money from the home grant program that was married with this to make the three hundred thousand dollars. The Boys and Girls Club concept was to help fund kids who live in the district

with tuition money, so they could go to the Boys and Girls Club. This program is still in negotiations with the Boys and Girls Club, and we are trying to get it rolling. Hopefully within the next ninety days this will be rolling. He predicted some bureaucracy, but they will work through it. The rule of thumb is to spend everything you have, but we have about sixty-seven thousand dollars leftover and that money will be available for funding next year. As we get into next year, there could potentially be seventy thousand plus dollars, plus growth. **Commissioner Sokol** inquired about redevelopment. Will that raise real estate taxes and make it harder for people to pay? If they are already struggling to pay real estate taxes and we do all this wonderful stuff, which is great for the community, will it hurt the taxpayers? **CM Minner** responded that taxes never go up because every year we work around rollback. That is the millage rate and everything we are talking about is TIF. It is incremental. It is the new stuff above the base year. Every year your home or business value goes up, but your home value is protected by business values. If you are homesteaded, your assessed value should not go up more than three percent and the municipal corporations' millage rate will come down, so you do not pay more. If your home is worth one hundred dollars, it could be worth one hundred and three dollars the next year even if you sell it for one hundred and seventy-five. The market and assessed values do not go up on residential property until it is reassessed. **Commissioner Berry** wondered if the focus should be on businesses to make a difference. **CM Minner** replied the focus needs to be on anything that improves property values. In this case, the focus is on residential. **Commissioner Berry** stated if they focused on business that could be a plus too. **CM Minner** stated the 441/27 CRA is the commercial corridor and the Carver Heights CRA has about ninety percent residential. There is some commercial in Carver Heights on Thomas and Griffin, but the Downtown CRA has a mix.

The Greater Leesburg CRA budget has a total revenue of about one million dollars and about three-fifty of that is from the city and a little over half a million is from the county. There is another category in this budget because we pulled some money out of reserves for FY 24, so there was a change to the Downtown CRA with discretionary and non-discretionary monies. The number one non-discretionary item that has to be paid, no questions asked, which is half of the increment, has to be paid to the Leesburg CDC. That is a requirement of the settlement between the Leesburg CDC, the NAACP, the city, and the hospital. Half the increment has to go to the Leesburg CDC. The Leesburg CDC was created because the decree said we had to create it. The decree stated we had to create the Leesburg Community Development Corporation, and the Downtown CRA. Half the increment has to go to the Leesburg CDC, no questions asked. If we did not pay the Leesburg CDC, we would be in violation of the settlement. **Commissioner Sokol** wanted to know if that was the reasoning for the pool being constructed? **CM Minner** responded no. The Leesburg CDC gets this money because the settlement says so even though the settlement does not say where and how they have to spend it because the settlement did not dictate how they have to spend the money in the district. The settlement just said we have to give them the money, and it has to be spent eradicating blight. The Leesburg CDC does handle stuff in the district. They have worked on apartments in the area, but the pool and Pine Street have nothing to do with it. The number one expense for the Downtown CRA is the payment to the Leesburg CDC. Another thing we did this year was to create the special events division. The special events division was created because The Partnership folded. The community came to the city and said we needed to continue the events. The philosophy between The Partnership and the city was that we needed to continue doing Bikefest because that event generated money. In the past, the city helped with Bikefest, but The Partnership handled the whole event. Some money was given as sponsorship for different events and programs that The Partnership handled. The Partnership handled the events up until the time Bikefest started to become not as profitable. The fact of the matter is that Bikefest lost profitability, and The Partnership came to the city saying they could no longer do it long term, so they said they were out. The community's reaction was that the city had to continue the events. So, the city commission and the CRA board said they would create a special events division and the special events division would receive an allocation of half a million dollars for personnel and events. He noted, the four hundred and fifty thousand dollars is different

from the Bikefest money. The four hundred and fifty thousand dollars is for fireworks, Martin Luther King Parade, holiday parade, Leesburg Blues'N Q and other events held throughout the year. Bikefest is being paid for out of the general fund. It is not coming out of the CRA. He never thought Bikefest would become part of the CRA, and depending how it goes this April, we may have to budget differently next year. It may have its own division within the general fund, but there are limitations on the profits from Bikefest due to alcohol sales. The state statute says a municipal corporation cannot use alcohol sales to run the city. **Commissioner Sokol** wanted to know if the money could be reinvested back into Bikefest? **CM Minner** answered that was one thing being thought about and some may be go to non-profit organizations. However, the city cannot use profit money from Bikefest to fund city business. So, where this money goes in the future we are not sure yet. If everybody wants the money to be in the events division so the city can continue holding events, he could see special events being funded out of the CRA until the general fund grows enough that we can shift the expenses over. It is an eligible expense because running events in the district brings commerce and economic development, people and business. The Greater CRA budget gets hit right off the bat with the expenses of special events and the Leesburg CDC. In the end, it leaves about one hundred thousand dollars, and that is why they do not meet a lot. For the most part, the community has accepted where the commission has gone, and the discretionary money is getting pretty low. However, that does not mean what they do is not important, it just means we are spending the money in the right spots. In the future, he sees the city commission working with input from the Downtown CRA. They are now getting back to interior downtown stuff and we are following the Downtown Master Plan that was done in 2017. In the next month or two, we should see some new ideas rolling out for things they could do in the future, aside from paying the CDC and special events. The priorities that the city commission and Downtown CRA talked about were parking and potentially revisiting the Market Street Concept along with other beautification items. **Commissioner Sokol** wanted to know where the facade grant money comes from. Is it in the Downtown CRA? **CM Minner** said yes, but the big growers are the 441/27 CRA because it had thirty percent growth last year. The Carver Heights CRA had fifteen percent and the Downtown CRA had about twelve. **Commissioner Berry** asked if signage would remain in the budget since they were shifting focus on signage or was that not a main drive? **CM Minner** answered his kneejerk reaction was to shift away from that. However, that depends on which CRA they were talking about. **Commissioner Sokol** said the problem with that grant, at least in the Downtown CRA, is with the small match, most businesses cannot get the rest of the money to do it. It was nice that it was available, but it was like twenty-five percent. It was not enough to motivate anyone to do it because they did not have the other three quarters. **CM Minner** said this was a lot like the home grant where we were cutting out five grand, it was not possible to do anything to the house, so we changed it to twenty-five thousand. The sign grant was dissimilar because the match was ten percent, and we would give eight. In order to have a nice sign that is conducive to the sign code, it would cost more like twenty-five grand. The businesses were saying thanks for the eight thousand dollars, but we would still need to dig up twenty thousand dollars out of pocket. **Commissioner Berry** wanted to know how many people took advantage of that grant. **CM Minner** thought it was about forty or fifty. Moving forward into FY 25, the biggest shift will be a re-analyzation of where we go with the 441/27 CRA. The commission has been hesitant to spend because they do not want that debt coming into the general fund. However, we should have some money available. With the Carver Heights CRA, he was hopeful that the home grant cycle would be successful. By the time we get into June and July we should see that money. We may not see improvements, but we will have money allocated. We have priority projects picked out that are ranked from the worst of conditions. Those get the money first, and we are working with partners to spread it out. The Downtown CRA has been special because when we did the Main Street streetscape project we had to rub pennies together to get the one million dollars. We also have debt money and we have to pay the banknote. That banknote was for ten-years and we still have a few years left. When that banknote retires, it will open up some money. With the Pine Street and Main Street projects done, we shifted back to doing facade, sign and landscape grants. However, there is not a lot of money left after that because we have to cut the check on debt. We started seeing growth, so we shifted our attention to

bigger projects like the Pine Street Corridor, and we used different resources for that. We then shifted to the Market Street Concept and that project started getting some legs. However, covid hit as we started unveiling the initial concept for Market Street and the designs did not hit well. We were still grappling with the pool and other finances, so we pushed that aside. Now that the pool and Pine Street are done, we should start seeing growth. **Commissioner Sokol** inquired about the downtown business grant money and doing the upper floors. Where do those funds come from? **CM Minner** pointed out that there were three redevelopment grants; the home grant, the facade, sign and landscape grant, and the downtown historic business grant. The downtown historic business grant comes from non CRA monies. It comes from electric, water, and sewer money along with money from the general fund. We created a million dollar pot, and we hit equally on all of them because as folks come in and see buildings getting legs they will be able to get them developed. At first, developers were walking away because it was too expensive and there were a lot of problems wrapped up in some of it with utility concepts. A lot of redevelopment money had to go into reserving utilities to bring it up code. Leesburg is not atypical because we have electric, water and sewer mains underneath buildings that are attached. There are a lot of prescriptive easements which means the city's electric wire has been there a long time. Therefore, it is a right of way even though it is not, that is the law. We have a lot of stuff going on, and we have a chance to fix it with the redevelopment project, but the costs were making developers walk away, so the city said we would help. **Commissioner Sokol** thought it was a great idea to have residential up top and retail on the bottom. **CM Minner** said that was rooted in the Downtown Master Plan. It was to create more concepts of mixed use to get more people downtown. He sees a lot of action going on, and the Lee School is coming up. **Commissioner Sokol** said he was curious about that. **CM Minner** stated we need to get the public notified, and we need the buildings knocked down. That is super important, but the code puts the Historic Board in charge of that. However, the root of that concept is to have good housing located in the downtown. Good housing is important throughout the community, but it is super important to the Downtown CRA. The more people we get downtown, the more people will patronize the businesses in the downtown, which creates the nucleus for creating commerce, rising tax values, and those types of things. **Commissioner Alderman** questioned about redoing the facades coming into downtown along Canal and Main Streets. There is an empty lot that sits on the right-hand side, it used to be a gas station. **CM Minner** answered that was a private station. It was the old Exxon or Mobil Station. The rule of thumb is that the municipal corporation, the city, needs to invest in its public right of ways and easements. If the municipal corporation invests in blight, then private sectors will invest in their properties. That philosophy works and everybody notices when it does not work. It does not work there, and we have seen growth. We have seen the Downtown CRA grow, but some lots are nicer than others. However, that property is not owned by the city. The city can only fix that through code enforcement actions. Code enforcement is another critical element of redevelopment and that is housed in the general fund. Code enforcement can be expensive because we would have to hire code enforcers. For the most part, the city is spending that on redevelopment and the TIF dollars need to be spent. **Commissioner Conner** asked about the marketplace. Does the city reach out to farmers in other areas? Do we reach out to the farmers to get them into the city? **CM Minner** indicated that there are different philosophies for each redevelopment throughout the district. The city was not an events' coordinator until this fiscal year. Moving forward, the market concept could be revisited. We have worked with liaisons and other groups in the downtown, including the Chamber. However, the market lost power and there are concerns about it. There is some stout competition, primarily being The Villages. The Villages have sucked away the really good vendors because they would rather be in a larger market like The Villages. Those concepts are being talked about, but as the district grows, and we get more foot traffic, more people will come down for events. The market may be something the Downtown CRA works on. **Commissioner Conner** wanted to know who she could speak with about upgrading housing. **CM Minner** answered she would need to speak with the housing and redevelopment department. She could vent ideas to them, and they would then get him. With the Carver Heights CRA, they would speak with Housing Director and the Downtown CRA would speak to the Recreation Director or Special Events Manager. At the end of the

day, they all communicate back to him to flush out ideas from the public. Based on the question, there could be a billion different avenues. **Commissioner Alderman** inquired about Montclair. Does that cover Main Street going south on CR 468? **CM Minner** provided a map showing the areas each CRA covered. If they want a copy of the presentation he would email it, so they can blow it up to see the boundaries. **Commissioner Ponder** wanted to know what projects have been done on the east side of Canal Street? **CM Minner** answered with CRA money not a lot. The CDC gets half the increment, we put in the pool, and we are currently working on Pine Street. The east side of Canal has received a significant amount of attention from the city outside the CRA from the CDC. The pool was a six million dollar investment and Pine Street was a three and a half million dollar investment. The east of Canal Street over the past ten years has received a considerable amount of attention. The Downtown CRA has not had that much money because of the immediate impact, being half of the increment goes to the CDC. As we get into budgeting, he would bring more historic charts. It has only been over the last three to five years that the numbers actually started to grow. When we see other districts and hear other communities having success in their CRA's, like Munn Park in Lakeland and Clematis in West Palm Beach, those CRA's were created a long time ago. Those CRA's are now used as models around the state. It took half the cycle before they started seeing real change. Remember when we first create a CRA to help blight, there is not much money to begin with. It takes time to accumulate. **Commissioner Sokol** asked when they tear down the old school buildings and start rebuilding, will that be done with tax incentives? **CM Minner** said that was a great question. Right now, the Lee School site creates zero tax dollars. When that development goes in, it could be a forty million dollar investment. That forty million dollars gets tacked onto the value of the CRA and that is the investment. **Commissioner Sokol** wanted to know if the city was offering them anything to come in, like any tax incentives? **CM Minner** said no. We do not offer that for redevelopment purposes. **Commissioner Alderman** said, based on the residential fund, he was still trying to get an understanding. Along Thomas Road there used to be a lot more industry. The reason for his question is where Montclair begins. When he thinks about Main Street and CR 468 there is a little corner across from the Circle K convenience store, and he was not sure if that was included. It is where South Street comes around and meets Main Street. There is a warehouse or something on that corner. **Commissioner Berry** mentioned he was referring to the new area going on CR 44. **CM Minner** stated over by Citadel, that area is not in the CRA. **Commissioner Alderman** said it still has relevance, and he gets the part about residential, but we need some industry. We want more money, so we need jobs that actually pay. Walmart is great, but we need more. **CM Minner** said he was arguing the age old economic development equation about whether the chicken or the egg came first. **Commissioner Alderman** said when he drives along that area he sees businesses depleting on Thomas Road. **CM Minner** mentioned healthy municipal corporations in the State of Florida are service-economy driven. Rooftops drive commercial development in the State of Florida and as we get rooftops, commercial and industry follow. In the Midwest, it is more industry driven. However, Florida is not a strong industry economic state. That does not mean we do not have it, it just means we are rooted in a service economy. When we bring in rooftops, we bring in economic development. In Florida, the better your housing, the more people build houses and the more people come in, we get the spin-off service economy. The Village's is a prime example, along with Disney and we are right in the middle. The economic outlook for Leesburg is very good. Going back to World War II, between 1940 and 1945, the population of the State of Florida was two million and those two million people lived up in the panhandle down the ridge. After the war, people came in and we, the state, struggled with its own economic identity. After World War II, there was a push where we went from agriculture, and then we tried industry, but that did not happen. Then space came along, and we were the space state. Then we went back to industry. We also tried with aviation. However, it has always come back to the three big pillars of Florida's economy; tourism, old money (agricultural), and people moving into the state. The more people we get, those things will happen. However, if they were to ask him what comes first, it is the people. **Commissioner Sokol** inquired if the boundaries for the CRAs are ever expanded? **CM Minner** answered yes, but it depends on whom the political subdivision is and whether you are a home rule or charter rule community. We are home rule, so

it is a bit easier to do that, where charter counties are more difficult. These days, expanding a CRA is difficult to do because the counties do not want to give up that increment. When a CRA is formed, it needs to be done right the first time.

Commissioner Berry wanted to know if they would meet once a month or as needed? **CM**

Minner replied the CRA boards typically meet as needed. CRA's do not meet a lot, they typically meet around budget time. There will be a budget workshop come May or June. They will build some consensus and bring some budget information. They will meet, and that information will be rolled into the budget. **Commissioner Sokol** inquired about the opportunity to present potential projects that may be needed in the community. Do we just vote on something that somebody else decided was needed in the community? **CM Minner** responded in the past we have not tackled that. It has been a little more ad hoc than having a lot of meetings with the CRA boards. He could not explain that, but he had a suspicion that might change. If they want to meet more regularly, let him know. If they have ideas, send an email. However, it is almost March, and internally we are already in the budget process. The Budget Director, Brandy McDaniel, is already in action. She is a rock star and she does an awesome job. She gets a thirty-day break between budgets. If you see her in December, she is cool, chilled and relaxed, but after the holidays in January she is right back at it setting up the budget. The budget requests are already out to department heads. We are in the initial discussion time frame, and it will hit his desk around mid-April. He will be knee-deep in the budget from April to June. When July hits, all the work they did for the last six months gets put before the commission. Sometime during May or June, they will start hitting up the boards for input. **Commissioner Sokol** asked about the downtown business master plan that was done before covid. He wanted to know if they would ever revisit that because it just came to a screeching halt. **CM Miner** replied yes and no. He does not think it will be revisited because it is still pretty fresh and they are already using some of the ideas and concepts. Some things they bring up are already being talked about. It may seem tricky because the commission makes up five members of the CRA boards, so these things are talked about a lot. If there are four members of the city commission that want to do something, it will get done because that is four votes. That does not mean they do not need the CRA Boards. The CRA's meet earlier somewhere around April or May to provide some concepts. This meeting was to bring them up to speed on where the city was with each CRA.

Commissioner Berry wanted to know if he would go over the process for how to request a meeting. **CM Minner** said they could email or call him. If you want a meeting to discuss something, do not hesitate.

Commissioner Conner wanted to know if the CRA and CDC crossover at any time. **CM Minner** responded there was an interface, but they did not cross over. We have two CDC's, the Leesburg CDC and West Leesburg CDC. By design or circumstance, the West Leesburg CDC watches the Downtown CRA more. The West Leesburg CDC has more influence over the Carver Heights CRA even though they are two different organizations. Those organizations are more of citizen input into the CRA.

C. Government in the Sunshine

CM Minner stated being commissioners serving on a CRA board opens you up to the Sunshine Law, which means anything you say or do is available as a public record request. Each member needs to be aware that they cannot discuss matters brought before the board. That does not mean you cannot talk to another commissioner, it just means you cannot talk about CRA business. You can talk about other city business, such as street projects, airport projects, or electric rates. However, you must remember if you start talking about electric rates, and it weaves into an action of the CRA that would be a Sunshine Law violation. They need to refrain from those types of conversations. In essence, any business they do is done in the sunshine. They can only discuss items at their meetings because they are publically noticed. Even if there is no one in the audience, the meetings are filmed and broadcast. **Commissioner Sokol** asked outside the meetings could two CRA members talk if they did not discuss what was going on. **CM Minner** answered they could, but they cannot have a discussion about CRA matters. For example, if they run into Commissioner Reisman they can talk to him, they just cannot talk about matters

being discussed in the CRA. They could tell Commissioner Reisman about a pothole on Main Street that needs to be fixed, even though the pothole is on Main Street in the CRA. That is not a CRA function, it is a general fund function. They could talk about the city needing more police officers or firefighters, but they cannot talk about the Magnolia Street Project. Anything that comes before the CRA is off limits. Everything they do is a public record. If they take notes during a meeting, that is a public record. If they call Commissioner Berry to talk about something that is a public phone record. All phone calls, notes, and emails are public records. Another thing they need to remember is when he sends emails out, he sometimes sends them to everyone on the commission or advisory board. They have to remember to not hit "reply all," because that could be a violation of the Sunshine Law. They need to remember to reply directly to him. If you are not comfortable replying to the email, you can call. If you were to reply to all, it could be sunshine violation because the group is purveyed to your private conversation and that has to be done in the sunshine, as a public record. The third point is ethics and conflict of interest.

Commissioner Alderman wanted to know once members of the community become aware that he is a member, and they wanted to come up to him to talk about something. How would that work? **CM Minner** said he could absolutely talk to them. He just cannot talk to another member of the board about anything that pertains to the CRA. It is not as ominous as it sounds. They just need to be careful and use commonsense. The third thing he wanted to discuss was ethics and conflict of interest. For ethics, you will be required to fill out a financial disclosure form, which is due by July 1st annually. It is a rather easy form to fill out, but if you need help, contact his office. If they have any questions or comments, they can email or call. **CC Purvis** added that each board member is required to complete a four-hour ethics class. **CM Minner** stated he would get each of them lined up on that. However, they all have to attend a four-hour ethics class. It is available through the Florida League of Cities. He asked if there were any other questions. There were none. He thanked everyone for coming.

4. CITY MANAGER ITEMS:

CM Minner had nothing further for discussion.

5. ROLL CALL:

The Commissioners had no further comments.

6. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." The City of Leesburg does not provide this verbatim record.

The workshop adjourned at 6:57 p.m.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 3.A.

Meeting Date: May 28, 2024

From: Dan Miller, (Planning and Zoning Director), Dianne Yekel, (Senior Planner)

Subject: Resolution of the Greater Leesburg Community Redevelopment Area (GLCRA) authorizing the Chairperson and Secretary to execute a resolution approving Fiscal Year 2024 Façade Sign, and Landscape Grant Awards; and providing an effective date. (FSL Grants GLCRA 2024).

Staff Recommendation:

Staff recommends approval of the attached request for funding of the annual Façade, Sign and Landscape Grant program for the projects located within Greater Leesburg Community Redevelopment Area.

Analysis:

The purpose of this program is to offer local businesses the opportunity to apply for grant funds to enhance the aesthetics of their properties, thereby beautifying the City of Leesburg's major corridors. The City of Leesburg has received three (3) grant applications in the GLCRA. After review, staff is recommending funding shown in the attached Exhibit A. All construction is required to be completed within one (1) year of approval of the grant.

Procurement Analysis:

N/A

Options:

1. Approve the recommendation for funding the Façade, Sign and Landscape Grant program in the GLCRA as presented, or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

The total cost of the funding proposed within this request is **\$2,994.99**. Funds are available in the current Greater Leesburg Community Redevelopment Area (GLCRA) budget.

Account No.	016-6189-559-8214
Project No.	CRASFP
Budget	\$2,995.00
Available	\$2,995.00

RESOLUTION NO. _____

**RESOLUTION OF THE GREATER LEESBURG COMMUNITY
REDEVELOPMENT AREA (GLCRA) AUTHORIZING THE CHAIRPERSON
AND SECRETARY TO EXECUTE A RESOLUTION APPROVING FISCAL
YEAR 2024 FAÇADE SIGN, AND LANDSCAPE GRANT AWARDS; AND
PROVIDING AN EFFECTIVE DATE. (FSL GRANTS GLCRA 2024).**

**BE IT RESOLVED BY THE GREATER LEESBURG COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF LEESBURG, FLORIDA:**

THAT the Greater Leesburg Community Redevelopment Agency of the City of Leesburg, Florida, hereby authorizes staff to execute FSL Grant Awards in the amount of **\$2,994.99**, as shown in the attached Exhibit A, pursuant to the requirements of the Façade, Sign and Landscape Grant Program.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the Greater Leesburg Community Redevelopment Agency of the City of Leesburg, Florida, at a regular meeting held on the 28th day of May 2024.

Mayor

ATTEST:

City Clerk

EXHIBIT A**RECOMMENDED FUNDING FSL GRANTS IN GLCRA 2024**

Project #	Project Name	Improvements	General Location	CRA	REC FUNDING
SGA-23-531	Southern Gardens	Pressure Washing, Painting, Awning	712 West Main Street	GLCRA	\$998.33
SGA-23-552	Sound on a Mission, Inc.	LED Sign	315 South East St	GLCRA	\$998.33
SGA-23-417	Wolf Branch Brewing	Painting, Sign, Exterior Lighting, Awning	707 West Main Street	GLCRA	\$998.33

TOTAL = \$2,994.99



SGA - 23-531



City of Leesburg, Florida

Facade Sign and Landscaping Grant

Information & Application

**FAÇADE IMPROVEMENT GRANT PROGRAM****1. Project Location:**

Address of Property to be improved:

712 W. Main St., Leesburg, FL 34748Assessor Parcel Number(s): 26-19-24-0600-00A-00300

Name of Business(es) in Project

Southern Gardens Building (with cafe and retail and office space)Building Frontage Measurement of Project: 55' facing Main & 123' facing Orange**2. Applicant Information:**Name: Anita ValdezMailing Address: 300 Lake Ella RdCity: Fruitland Park State: FL Zip: 34731Phone: 352-408-8098Email: Ineedatrip@aol.comDo you Own, Rent or Lease the subject property? Own*If you are not the owner, the owner will need to co-sign this application.***3. Businesses or Services Offered on Site:**

Currently, we have a Cafe & Banquet Room, Blue Island Sportswear, Let's Chat Travel. I am replacing my roof now and will be actively leasing the boutiques and offices. Pre-Covid we have had ladies apparel, Hair Salon, Massage and Aesthetician Salon, Permanent Make-Up, LP Record store, Art Gallery, Gift Shop, Peruvian Gift shop, and a photography studio.

4. Description of Proposed Improvements:

The awnings along Main St. and Orange Ave are tattered and torn. They need to be replaced. We closed the awning along Orange Ave because of the appearance and you will not see the severity in the pictures. The exterior walls need painting and the visible cracks repaired. The sign facing Main St will be painted as well.

FAÇADE SIGNAGE AND LANDSCAPING GRANT

5. Please identify ways in which this project supports the Overlay District Concepts

Southern Gardens is a prominent building on the east end of Main St, Downtown Leesburg. It is located within the GLCRA. Replacing the awnings and painting the exterior will improve the aesthetics and ambiance of downtown.

6. Submittals

Applications **must** include the following materials, if applicable, for consideration by the City:

- ☒ Current Photo(s) of project site
- ☒ Assessor parcel number and proof of paid property taxes
- ☒ Applicant Information
- ☒ Listing of businesses or services offered on site
- ☒ Description of proposed improvements
- ☒ Identification of project's support of the Overlay District
- ☐ Current Occupational License
- ☐ Rendering or sketch of proposed improvements
- ☐ Architectural plans - elevation drawing, dimensions, measurements, etc
- ☒ Color and material samples *Red Sunbrella*
- ☒ Sign/Awning design drawings and/or plans
- ☒ Documentation of cost estimates -- copies of vendor bids, estimates, etc
- ☐ Signature of Property Owner and Applicant

Applications lacking sufficient materials to describe the project will NOT be reviewed.

**7. Estimated Costs and Timing**

Please provide copies of three vendor bids/estimates or other documentation of cost estimates for all proposed façade work.

- a. Window or Door Replacement _____
- b. Exterior paint or siding 6800
- c. Signage _____
- d. Exterior Lighting _____
- e. Façade/Exterior Architectural Improv. _____
- f. Architectural/Design Fees _____
- g. Landscape/Hardscape Improvements _____
- h. Awnings or Shutters 4800
- i. Building Permit/Planning Fees _____
- j. Other Proposed Improvements (specify) _____
- k. _____
- l. _____
- m. _____

TOTAL ESTIMATED COST: ~~\$0.00~~11,600**Estimated Days/Months for Completion**3-4 months**8. Signatures**

Signed: _____

Signed: _____

Property Owner(s) Signature(s)

Applicant(s) Signature(s)

Property Owner(s) Signature(s)

Applicant(s) Signature(s)

Property Owner(s) Signature(s)

Applicant(s) Signature(s)

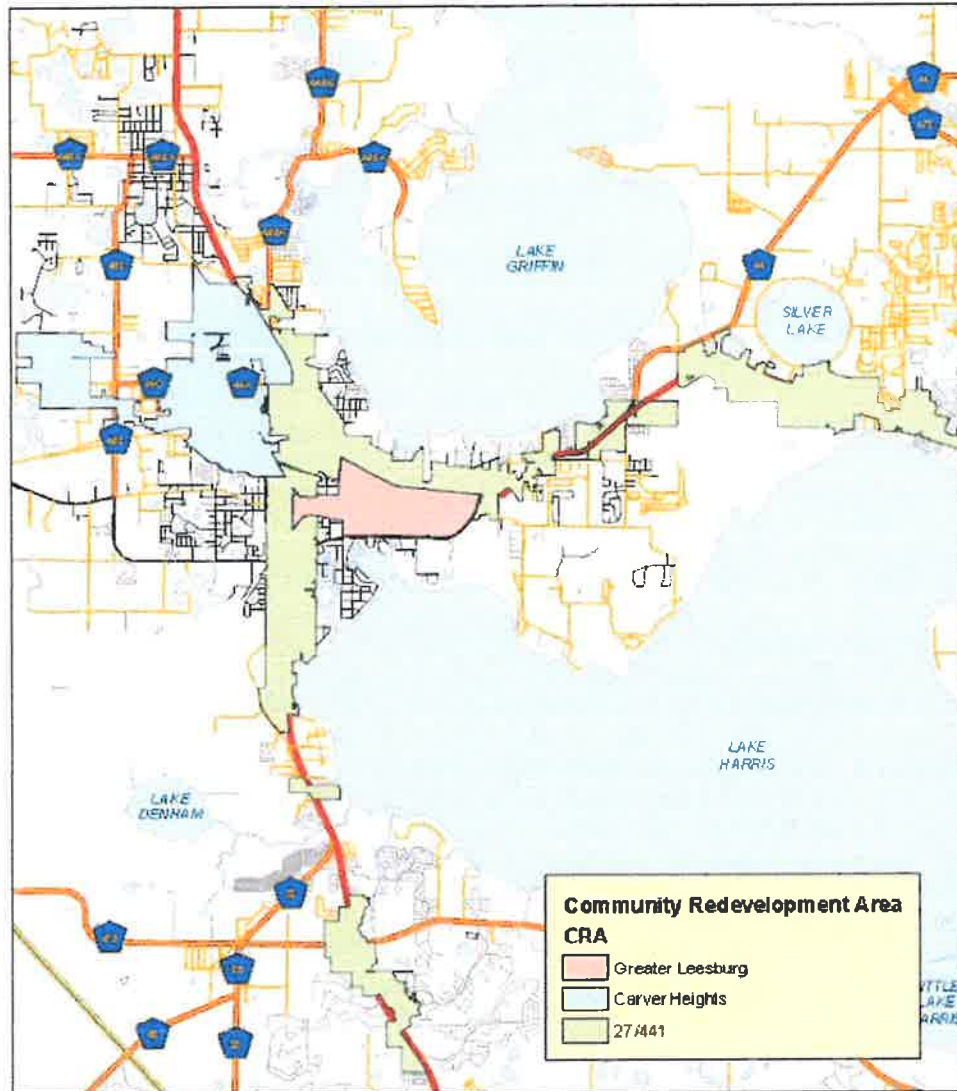
This Section for City Use

Amount Received: _____

Date Reviewed: _____

Recommendation to CRA: _____

Action by CRA: _____

**MAP OF CRA BOUNDARY****FSL Grant Areas****Planning
& Zoning
Division****Facade, Sign & Landscape Grant Area
Proposed Ordinance
December 19, 2016**

Revised 02/15/2021

FSL Grant Program approved by Leesburg City Commission 1/9/2017

Print ONLY For information of how to use this form, Contact: [Planning and Zoning](#)

1264324

S 9TH ST

163

W MAIN ST

ORANGE AVE

N 7TH ST

1398541 - 1398533

1398568

1398576

1398614

1398602

1263735

1764181

1398631

1651875

1263727

1651883







DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2022 Paid Real Estate

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

SOUTHERN GARDEN INVESTMENTS
ON MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731

712 W MAIN ST

LEESBURG, CITRUS PARK LOTS 3, 4 BLK A
12 FT STRIP LYING BETWEEN LOTS 3, 4 BLK A
AND LOT 1 BLK B--LESS MAIN
STREET--PB 2 PG 21 ORB 4906 PG 1435



PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602

AD VALOREM TAXES					
TAXING AUTHORITY	ASSESSED VALUE	EXEMPTION AMT	TAXABLE VALUE	MILLAGE RATE	TAXES LEVIED
LAKE COUNTY GENERAL	472,000	0	472,000	5.0364	2,377.18
AMBULANCE MSTU	472,000	0	472,000	0.4629	218.49
ENVIRON LAND PURCHASE	472,000	0	472,000	0.0918	43.33
WATER AUTHORITY	472,000	0	472,000	0.3083	145.52
PUBLIC SCHOOLS					
BY STATE LAW	498,551	0	498,551	3.2500	1,620.29
BY LOCAL BOARD	498,551	0	498,551	2.9980	1,494.66
CITY OF LEESBURG	472,000	0	472,000	4.0192	1,897.06
ST JOHNS WATER MGMT	472,000	0	472,000	0.1974	93.17
N LAKE CNTY HOSP	472,000	0	472,000	0.5000	236.00
TOTAL:				16.8640	\$8,125.70

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
F100 LEESBURG FIRE, NON-RES		469.10
NON-AD VALOREM ASSESSMENTS:		\$469.10

COMBINED TAXES AND ASSESSMENTS: \$8,594.80

If Paid By	Nov 30, 2022
Please Pay	\$0.00

Paid 11/29/2022 Receipt # 2022-00181088 \$8,251.01

DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2022 Paid Real Estate

PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602

If Paid By	Nov 30, 2022
Please Pay	\$0.00

712 W MAIN ST

SOUTHERN GARDEN INVESTMENTS
ON MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731

LEESBURG, CITRUS PARK LOTS 3, 4 BLK A 12
FT STRIP LYING BETWEEN LOTS 3, 4 BLK A
AND LOT 1 BLK B--LESS MAIN STREET--PB 2
PG 21 ORB 4906 PG 1435

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

Paid 11/29/2022 Receipt # 2022-00181088 \$8,251.01



DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2021 Paid Real Estate

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

SOUTHERN GARDEN INVESTMENTS
ON
MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731

712 WEST MAIN ST
LEESBURG, CITRUS PARK LOTS 3, 4 BLK A
12 FT STRIP LYING BETWEEN LOTS 3, 4 BLK
A AND LOT 1 BLK B--LESS MAINSTREET--PB
2 PG 21ORB 4906 PG 1435

**PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR • PO BOX 327 • TAVARES, FL 32778-0327 • 352-343-9602**

AD VALOREM TAXES					
TAXING AUTHORITY	ASSESSED VALUE	EXEMPTION AMT	TAXABLE VALUE	MILLAGE RATE	TAXES LEVIED
LAKE COUNTY GENERAL	429,092	0	429,092	5.0529	2,168.16
AMBULANCE MSTU	429,092	0	429,092	0.4629	198.63
ENVIRON LAND PURCHASE	429,092	0	429,092	0.0918	39.39
PUBLIC SCHOOLS					
BY STATE LAW	429,092	0	429,092	3.5940	1,542.16
BY LOCAL BOARD	429,092	0	429,092	2.9980	1,286.42
CITY OF LEESBURG	429,092	0	429,092	4.0192	1,724.61
ST JOHNS WATER MGMT	429,092	0	429,092	0.2189	93.93
LAKE CO WATER AUTH	429,092	0	429,092	0.3229	138.55
N LAKE CNTY HOSP	0	0	0	0.0000	0.00
TOTAL:				16.7606	\$7,191.85

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
F100 LEESBURG FIRE, NON-RES		469.10
NON-AD VALOREM ASSESSMENTS:		\$469.10

COMBINED TAXES AND ASSESSMENTS: \$7,660.95

If Paid By	Nov 30, 2021
Please Pay	\$0.00

Paid 11/20/2021 Receipt # 2021-00193477 \$7,354.51

DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2021 Paid Real Estate**PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR • PO BOX 327 • TAVARES, FL 32778-0327 • 352-343-9602**

If Paid By	Nov 30, 2021
Please Pay	\$0.00

712 WEST MAIN ST

SOUTHERN GARDEN INVESTMENTS
ON
MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731

LEESBURG, CITRUS PARK LOTS 3, 4 BLK A 12
FT STRIP LYING BETWEEN LOTS 3, 4 BLK A
AND LOT 1 BLK B--LESS MAINSTREET--PB 2 PG
21ORB 4906 PG 1435

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

Paid 11/20/2021 Receipt # 2021-00193477 \$7,354.51



DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2020 Paid Real Estate

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

SOUTHERN GARDEN INVESTMENTS
ON
MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731

712 WEST MAIN ST
LEESBURG, CITRUS PARK LOTS 3, 4 BLK A
12 FT STRIP LYING BETWEEN LOTS 3, 4 BLK
A AND LOT 1 BLK B--LESS MAINSTREET--PB
2 PG 21ORB 4906 PG 1435

**PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602**

AD VALOREM TAXES					
TAXING AUTHORITY	ASSESSED VALUE	EXEMPTION AMT	TAXABLE VALUE	MILLAGE RATE	TAXES LEVIED
LAKE COUNTY GENERAL	429,092	0	429,092	5.0327	2,159.49
AMBULANCE MSTU	429,092	0	429,092	0.4629	198.63
ENVIRON LAND PURCHASE	429,092	0	429,092	0.1100	47.20
PUBLIC SCHOOLS					
BY STATE LAW	429,092	0	429,092	3.7010	1,588.07
BY LOCAL BOARD	429,092	0	429,092	2.9980	1,286.42
CITY OF LEESBURG	429,092	0	429,092	4.1086	1,762.97
ST JOHNS WATER MGMT	429,092	0	429,092	0.2287	98.13
LAKE CO WATER AUTH	429,092	0	429,092	0.3368	144.52
N LAKE CNTY HOSP	429,092	0	429,092	0.8950	384.04
TOTAL:				17.8737	\$7,669.47

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
F100 LEESBURG FIRE, NON-RES		469.10
NON-AD VALOREM ASSESSMENTS:		\$469.10

COMBINED TAXES AND ASSESSMENTS: \$8,138.57

If Paid By	Nov 30, 2020
Please Pay	\$0.00

Paid 11/28/2020 Receipt # 2020-00199514 \$7,813.03

DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2020 Paid Real Estate**PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602**

If Paid By	Nov 30, 2020
Please Pay	\$0.00

712 WEST MAIN ST

SOUTHERN GARDEN INVESTMENTS
ON
MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731

LEESBURG, CITRUS PARK LOTS 3, 4 BLK A 12
FT STRIP LYING BETWEEN LOTS 3, 4 BLK A
AND LOT 1 BLK B--LESS MAINSTREET--PB 2 PG
21ORB 4906 PG 1435

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

Paid 11/28/2020 Receipt # 2020-00199514 \$7,813.03



DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2019 Paid Real Estate

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

SOUTHERN GARDEN INVESTMENTS
ON
MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731

712 WEST MAIN ST

LEESBURG, CITRUS PARK LOTS 3, 4 BLK A
12 FT STRIP LYINGBETWEEN LOTS 3, 4 BLK
A AND LOT 1 BLK B--LESS MAINSTREET--PB
2 PG 21ORB 4906 PG 1435**PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602**

AD VALOREM TAXES					
TAXING AUTHORITY	ASSESSED VALUE	EXEMPTION AMT	TAXABLE VALUE	MILLAGE RATE	TAXES LEVIED
LAKE COUNTY GENERAL	390,680	0	390,680	5.0734	1,982.08
AMBULANCE MSTU	390,680	0	390,680	0.4629	180.85
ENVIRON LAND PURCHASE	390,680	0	390,680	0.1100	42.97
PUBLIC SCHOOLS					
BY STATE LAW	390,680	0	390,680	3.8850	1,517.79
BY LOCAL BOARD	390,680	0	390,680	2.9980	1,171.26
CITY OF LEESBURG	390,680	0	390,680	4.2678	1,667.34
ST JOHNS WATER MGMT	390,680	0	390,680	0.2414	94.31
LAKE CO WATER AUTH	390,680	0	390,680	0.3557	138.96
N LAKE CNTY HOSP	390,680	0	390,680	0.9500	371.15
TOTAL:				18.3442	\$7,166.71

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
F100 LEESBURG FIRE, NON-RES		562.92
NON-AD VALOREM ASSESSMENTS:		\$562.92

COMBINED TAXES AND ASSESSMENTS: \$7,729.63

If Paid By	Nov 30, 2019
Please Pay	\$0.00

Paid 12/03/2019 Receipt # 2019-00227685 \$7,420.44

DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**
2019 Paid Real Estate**PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602**

If Paid By	Nov 30, 2019
Please Pay	\$0.00

712 WEST MAIN ST

SOUTHERN GARDEN INVESTMENTS
ON
MAIN LLC
300 LAKE ELLA RD
FRUITLAND PARK, FL 34731LEESBURG, CITRUS PARK LOTS 3, 4 BLK A 12
FT STRIP LYINGBETWEEN LOTS 3, 4 BLK A
AND LOT 1 BLK B--LESS MAINSTREET--PB 2 PG
21ORB 4906 PG 1435

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619240600-00A-00300		1398550	00L1

Paid 12/03/2019 Receipt # 2019-00227685 \$7,420.44



I attempted to get 3 bids for the awning.

I did get one bid from Sunshine Awnings, a Leesburg company.

Sunstate Awning e-mailed me I am outside their service area. Copy enclosed.

Sun Protection do not do commercial awnings and we were too far.

I hope this does not exclude me from the grant process.

240 State Road 44
Leesburg, FL 34748



Office: 352-787-4436
Fax: 352-787-2410

Customer: Anita Valdez Install At: _____
Address: 712 W Main St Address: _____
City: Leesburg City: _____
Phone: 408-8098 Phone: _____
Contact: lneeda@tiscali.com Contact: _____

Job Description: (Retractable) Awning Retover * price is to retool with
width-16(x2) width-19(x2) new fabric
* Can not do repairs to frame

Fabric #1: Sunbrella Color: T.B.D Number: _____
Fabric #2: _____ Color: _____ Number: _____
Fabric #3: _____ Color: _____ Number: _____
Binding: _____ Color: _____ Number: _____
Valance Style: Stellar Size: 8" Color: _____ Number: _____
Textilene: _____ Applique: Up _____ On: _____
Frames: Alum Painted: No Color: Alum Lights: _____ Number of Rows: _____
Graphics: _____ Letter Size: _____ Vinyl/Painted: _____ Color: _____

Graphics Description:

Payment Schedule: 25% Deposit at Signing - Balance Due upon Completion

Contract Amount: \$ 4800.- Number of Awnings: one
Deposit: \$ 1200.- Installation Start Time: _____
Balance: \$ _____ Installation Completion Time: 6 weeks approx

Deposits are non-refundable

NOTE: Unless specified above, you hereby agree to pay 100% of balance upon completion of installation. Bird cage covers are NOT 100% water proof.

Customer Signature: _____

Date: 10-17-23 Salesman: Cody Sillars

All merchandise remains the property of Sunshine Awnings until paid in full. All invoices unpaid after 15 days will be placed for collection and the purchaser accepts liability for court costs and reasonable attorney's fees in connection with the collection of these charges. After 15 days, interest charges of 1.5% per month will be added to the unpaid balance.

12 Month Workmanship Warranty from Sunshine Awnings

All Orders Are COI

Attached is your estimate. If you have any questions, please give us a call at (352) 787-4436.

Thank you,

Sunshine Awnings



Awning recover

From: Sara Slater (sara@sunstateawning.com)

To: INEEDATRIP@AOL.COM

Date: Tuesday, October 10, 2023 at 01:50 PM EDT

Hi Anita,

Thank you for considering us to do your awning recover. Unfortunately, after speaking with our production manager, it looks like you are a little too far for us to do the recover.

**Thank you,
Sara Slater**

Sunstate Awning & Graphic Design, Inc.
50 Keyes Court • Sanford, FL 32773



407-330-1044



sara@sunstateawning.com



www.sunstateawning.com



John LANDRY Painting
11930 SE 123 ave
352.222.2789

BID/ESTIMATE

Pressure Wash front of side of bldg +/- 25' X 60' to include the canopies (in our opinion they need to be replaced). We will try to get them looking better till said replacements of canopies. As well as the Orange Street side +/- 25 X 125'. Then seal and caulk. We will paint to match existing color. We will not be painting the brink to keep bldg as original as possible. The job is located at 712 West main Street known as the SOUTHERN GARDENS in Leesburg, Florida

\$6800 total to include lift rental, materials and labor.

Terms:

50% due at completion of pressure washing.

Then balance due at completion of job painting.

This quote is good for 30 days. The quote maybe higher depending on paint choice and availability Labor and rentals should not change.

PROPOSAL

Anchor Coatings, Inc.
2280 Tally Road
Leesburg, FL 34748 Tel: 352-728-0777



PROPOSAL SUBMITTED TO:		DATE:	November 8, 2023
NAME:		PHONE #:	352-408-8098
Anita Valdez		JOB NAME:	712 W. Main St
ADDRESS:		SUBDIVISION:	
CITY, STATE, ZIP		EMAIL:	ineedatrip@aol.com
MODEL:		UNIT/LOT#:	

Prime and Paint Stucco Only Entrance Wall and West Wall. (Price Includes Lift)
*** Eight Thousand Four Hundred Eighty Dollars *** (\$8,480.00)

Prime and Paint Stucco and Brick Walls Entrance Wall and West Wall. (Price Includes Lift)
*** Nine Thousand Seven Hundred Seventy Six Dollars *** (\$9,776.00)

We hereby propose to furnish labor and materials - complete and in accordance with the above specifications, for the sum of

Thank You For Your Consideration!

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the agreement, contingent upon strikes, accidents or delays beyond our control. This proposal is subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Authorized Signature _____

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified.
Payment will be made as outlined above.

ACCEPTED: _____ Signature _____

Date _____ Signature _____



GARAWAY PAINTING INC.
321.217.5609

11/15/2023

**Estimate of pressure washing,
sealing cracks, seal exterior then paint.
Including down spouts and doors.**

\$8500

**Paint to match existing color and paint down
spouts to match existing color. All colors will match
existing as this a downtown Building.**

1. Project Location:

315 S. East ST. Leesburg, Fla 34748

Sound Doctrine Ministries

Building Frontage Measurement of Project: 55' x 31'

Name: Michael Ward

Mailing Address: 220 S. East ST

City: Leesburg State: FL Zip: 34748

Phone: 352-255-2103

Email: oneinward.mw@gmail.com

Do you Own, Rent or Lease the subject property? OWN

*If you are not the owner, the owner will need to co-sign this application.

Businesses or Services Offered on Site:
Church services and outreach services to the community

reconstruction of signage

FACADE SIGNAGE AND LANDSCAPING GRANT

5. Please identify ways in which this project supports the Overlay District Concepts

Bringing the signage up to date with improvement around the City

6. Submittals

Applications ***must*** include the following materials, if applicable, for consideration by the City:

- ☒ Current Photo(s) of project site
- ☐ Assessor parcel number and proof of paid property taxes
- ☒ Applicant Information
- ☒ Listing of businesses or services offered on site
- ☒ Description of proposed improvements
- ☒ Identification of project's support of the Overlay District
- ☒ ~~Current Occupational License~~
- ☒ Rendering or sketch of proposed improvements
- ☒ Architectural plans - elevation drawing, dimensions, measurements, etc
- ☒ Color and material samples
- ☒ Sign/Awning design drawings and/or plans
- ☒ Documentation of cost estimates – copies of vendor bids, estimates, etc
- ☐ Signature of Property Owner and Applicant

Applications lacking sufficient materials to describe the project will NOT be reviewed.

FAÇADE SIGNAGE AND LANDSCAPING GRANT

7. Estimated Costs and Timing

Please provide copies of three vendor bids/estimates or other documentation of cost estimates for all proposed façade work.

- a. Window or Door Replacement _____
- b. Exterior paint or siding _____
- c. Signage _____
- d. Exterior Lighting _____
- e. Façade/Exterior Architectural Improv. _____
- f. Architectural/Design Fees _____
- g. Landscape/Hardscape Improvements _____
- h. Awnings or Shutters _____
- i. Building Permit/Planning Fees _____
- j. Other Proposed Improvements (specify) _____
- k. _____
- l. _____
- m. _____

TOTALESTIMATED COST: \$0.00 _____

Estimated Days/Months for Completion _____

8. Signatures

Signed _____ Signed: _____



Property Owner(s) Signature(s)



Applicant(s) Signature(s)

Property Owner(s) Signature(s)

Applicant(s) Signature(s)

Property Owner(s) Signature(s)

Applicant(s) Signature(s)

This Section for City Use

Amount Received: _____

Date Reviewed: _____

Recommendation to CRA: _____

Action by CRA: _____

Page 9 of 10

SOUND ON THE MOVE

Non-profit 501(c) (3) Organization

315 South East Street
Leesburg, FL 34748

MISSION STATEMENT:

Sound on the Move Outreach Ministry's mission is to *Embrace* and nurture the community's diverse cultures; *Empower* and motivate families and individuals by offering beneficial resources; and *Educate* the community with programs for youth mentoring, adult literacy, food support, and healthcare information with guiding biblical principles.

SITUATION STATEMENT: School dropout rate, unemployment, homelessness, and poverty is disturbingly high, and it has a great impact on the quality of life of the residents in our community.

GOAL: Sound on the Move Community Outreach is seeking to provide awareness and support for family literacy by providing adult literacy classes and tutoring for students in grades K-12. The outreach will also have food distributions for food-challenged individuals/families by preparing food bags and/or prepared food. Connecting individuals and families in crisis with available resources that will provide necessary assistance. Educating and encouraging children and families are essential and beneficial to the overall health, growth, and strength of the community.

OUTREACH METHOD: The center will periodically offer an adult literacy class to persons 21 and older who meet the demographic requirement. Secondly, the center will have scheduled tutoring one to two days per week, based on staff availability. Thirdly, food distributions will be orchestrated in collaboration with other entities in agreement with the same. Lastly, the center will provide pamphlets, brochures, and other informational documents about available resources that provide economic, social, healthcare related, and other assistance. Initially, the center will seek to employ three part-time employees (2 certified teachers for adult literacy and student tutoring, and 1 office assistant for clerical duties) The center will solicit high school/ college student volunteers to assist with elementary tutoring; and community volunteers to assist with food distributions.

MESSAGE OF MOTIVATION:

Adult/Family Illiteracy:

Illiteracy affects a person's ability to fully participate in and contribute to the world around them. About 18% of the US adult population is functionally illiterate. Hispanics, older people, and incarcerated people are more likely to be low literate than other US adults. Major factors influencing literacy development include education, socioeconomic status, learning English as a second language, learning disabilities, and crime. Many of these causes and consequences of illiteracy are intersecting and cyclical. Additionally, illiteracy is perpetuated from parent to child and is likely to lead to higher chances of unemployment and poverty. Adult literacy programs with a developed curriculum and personalized instruction are the most effective ways to improve literacy. In order to prevent and treat illiteracy in the United States, collaboration between researchers, nonprofits, governments, and public schools will be necessary. (Source: <https://ballardbrief.byu.edu/issue-briefs/illiteracy-among-adults-in-the-us>)

Homelessness in Florida:

Florida has the third-largest homeless population in the United States at 27,487. 12,672 were unsheltered and 14,815 were sheltered. The individuals experiencing homelessness include 5,182 (19%) long-term homeless with a disabling condition (chronic); 4,637 (17%) children under 18; 2,436 (9%) Veterans (Between 2015 and 2019, and 1,588 (6%) Youth aged 18-24. The Florida Department of Education (FLDOE) reported that there were 79,949 homeless children attending public schools, including those that were doubled-up, as of September 2020. (Source: <https://fchonline.org/the-issue/>)

Food Security - Latest Update – July 31, 2023

Domestic food price inflation remains high around the world. Information from the latest month between February 2023 and May 2023 for which food price inflation data are available shows high inflation in most low- and middle-income countries, with inflation higher than 5% in 63.2% of low-income countries, 79.5% of lower-middle-income countries, and 67% of upper-middle-income countries, with many experiencing double-digit inflation. In addition, 78.9% of high-income countries are experiencing high food price inflation. The most-affected countries are in Africa, North America, Latin America, South Asia, Europe, and Central Asia. In real terms, food price inflation exceeded overall inflation in 80.1% of the 166 countries where data is available. (Source: <https://www.worldbank.org/en/topic/agriculture/brief/food-security-update>)

SPOKESPERSON/CONTACT PERSONS:

Name	Title	Contact Information
Pastor Michael Ward	Spokesperson	

PROGRESS ASSESMENT: Monthly productive meeting will be held the first six months of inception. Following the inception period of six months, meetings will be held quarterly (every three months) unless there is a need to meet prior to the next scheduled meeting.

Participants and/or parents will complete surveys or interviews to measure their progress assessment and efficiency of the service(s) they were provided.

Public testimonies at town hall meetings and other appropriate city events. Site visits from media outlets (newspaper, television, etc.) informing the community of the progress and success of the program.

TIMELINE (Implementation and Evaluation of the program)

January:

February:

TIMELINE (Implementation and Evaluation of the Program) continued:

March:

April:

May:

June:

July:

August:

September:

TIMELINE (Implementation and Evaluation of the Program) continued:

October:

November:

December:

PLAN IMPLEMENTATION: The plan implementation begins with renovating the building structure at 313 S. East Street, Leesburg, FL (church multi-purpose building) to house the outreach program. The physical location is demographically set in a low-income, cultural-diverse township within the city limits of Leesburg, FL.

According to the records of the Lake County Property Appraiser, the 950 square foot building was built in 1930. The current assessed value is \$15,997.00; however, the building has been uninhabitable and unused for over 10 years. The condition is very poor and dilapidated with visible structure damage to the roof, floor, and other areas. Electrical and plumbing is grossly outdated as well.

The renovated building will feature:

- Reception area
- Four to six computer stations
- Three to four homework/reading stations
- Accessible restroom
- Small kitchen area/lounge
- Locked storage closet

PLAN IMPLEMENTATION continued: During renovations, staff and volunteer members will be hired and designated to perform in the assigned capacity. (Clerk, Teacher, Volunteer) Additionally, sponsors and donors will be solicited to assist in the efforts to provide equipment, books, computers, furniture, and other tangible items necessary for operations.

Upon completion, the outreach will begin with modified hours providing services to eligible community residents.



Sound Doctor 1067096 CP 1029643-1-quote-2023-11-16_1030

by Unspecified recipient



Atlas Color

Cabinet Color: Black
Face Color: White
Line Color: Blue

Font: Ayita



ORIGINAL DESIGN DO NOT DUPLICATE

APPROVED AS SHOWN. X DATE 1

APPROVED WITH LISTED CHANGES. X DATE 2

X DATE 3

Sketch #303165 Customer #1067096
11/16/2023 tboos -PROPOSAL-



Prepared for
Sound Doctor and Ministries
315 South East Street
LEESBURG, FL 34748-6026



Prepared by
Teresa Boos
tboos@stewartsigns.com
1.888.237.3928 x2650

Quote #1029643-1
Customer #1067096
Quoted 11/16/2023
Valid until 12/16/2023*

DESCRIPTION	PRICE
Double Sided Full Color Atlas Outdoor LED Sign Borderless and front-serviceable modular LED display.	
LED display - Full color - Active display area 2'1" x 4'2" (8.8 square feet per side) - Double sided LED cabinet, size 2'1" x 4'2" - ETL Listed and FCC Part 15 compliant See full display capabilities	
Communication method Communication provided by cellular modem and LIFETIME Cell Connect data plan. See full specifications	
Sign structure and faces - Double sided 1'6" x 4'2" identification sign cabinet - Paint color: Black - Graphics digitally printed on 3M™ vinyl and adhered to inside of sign face - TUFFAK® SL flat faces removable via right and left retainers - Identification cabinet mount: 1 - LED cabinet mount: External vertical angles mount - Minimum wind load rating: 120mph, exposure B - Lifetime warranty on structure & faces, including vandalism (see warranty for info)	
Electrical specifications 1-20 amp 120v circuit	
Software SignCommand.com Cloud-based LED Sign Software FREE for the lifetime of the product. Control your sign from anywhere using any device. No monthly fees. Learn more.	Included
Freight Shipping of sign from factory to location	Included
Special Instructions Installation NOT included Estimated Installation Range \$3,500 - \$5,000 Plus permit and acquisition fee estimated less than \$1,000	
Good 16mm 6,400 pixels \$16,700	
Better 10mm 14,400 pixels \$17,200	
Best 8mm 20,736 pixels \$17,900	

See example payment plan



STEWART SIGNS • 2201 CANTU CT. SUITE 215 • SARASOTA, FL 34232 • 1.800.237.3928



Capabilities for a 16mm 40x80 Full Color LED Display



2301 N. Hiawasse Rd.,
Apopka, Fl. 32703

PROPOSAL

232452-01

Date: 11/22/2023

Expires: 12/22/2023

Drawing Numbers:

Project: Sound Doctrine Ministries
315 S East Street
Leesburg, FL 34748

Client: Sound Doctrine Ministries
315 S East Street
Leesburg, FL 34748

Contact: Anthony Hines

We are pleased to offer this proposal for the following services at the above location.

Project Description:	Item Total:
1. Manufacture and install the following:	\$28,600.00
A. Double Sided 8mm 2' x 4' Digital Sign with (2) 2' x 4' Lexan Flat Faces	
- Web Based Operating System - Sign has its Own digital Broadband Network	
- Installation	
2. Permit and Engineering	
- Municipality Fees at Cost	
Deposit Rate: 50%	Subtotal: \$28,600.00
Deposit: \$15,301.00	Tax: \$2,002.00
	Total: \$30,602.00

A 50% deposit is required prior to layouts with the balance due upon completion. We accept checks or you may pay by debit or with credit card. For deposits paid via debit or with credit card, authorization is granted to Creative Signs to charge the balance due upon completion. Please note that all card payments over \$2,500 will incur a 3% processing fee. All processing fees will be added to the final balance. All signage is property of Creative Signs until the balance is paid in full. All work to be provided under warranty will be void if the project has not been paid in full. This includes all change orders, permitting and municipality fees, and additional costs caused by delays or obstructions.

The layout cost, if applicable, covers the initial draft only; subsequent revisions may be charged at a rate of \$85/hour and added to the balance due.

Creative Signs does not guarantee the integrity of any pre-existing sign structures, faces or electronics. Any additional labor or replacement components could result in additional charges. The use of existing footers and/or poles requires that the existing footers/poles will pass current engineering & municipality code requirements unless otherwise noted.

Salesperson: Matthew Boyce

Buyer _____ Seller _____



Existing Structure

Reference #: **sk-145734-1**
Product Manager: **Rob P**
Date: **November 16, 2023**

ID Face Vinyl: **Digital Print**
ID Cabinet Color: **PMS520c Purple**
LED Display: **Full Color**



SIGNS PLUS
NEW IDEAS-NEW TECHNOLOGY, INC.
800-848-4262
info@SignsPlusSigns.com
www.SignsPlusSigns.com



APPROVAL

DATE

PRINT NAME

SIGNATURE

A FAX SIGNATURE IS BINDING UPON BOTH PARTIES

Custom artwork by Signs Plus is provided as an example and is not intended to represent an exact match for ink, vinyl, paint or LED colors. With the exception of our Polyarmour products, masonry and brickwork are not included in the proposed quote. Measurements shown are approximations and final product dimensions may vary. Original Signs Plus design - reproduction is prohibited.



NEW IDEAS - NEW TECHNOLOGY, INC.
4242 McIntosh Ln, Sarasota, Florida 34232
t. 800-848-4262 f. 941-378-4062

Sound Doctrine Ministries
315 S East Street
Leesburg FL 34748
Attention: Anthony Hines

Rob Probus
Product Manager
robp@signsplussigns.com
Quote #: 145734-Q1
Date: Nov 16, 2023

Qty	Description
1	8mm ***High-Resolution*** Ascend LED Sign: Double Sided 4' 0"x 4' 0" (HxW) - ***The 8mm Resolution is Ideal for Clear-Crisp Images, Pictures, Video clips, etc. etc.*** - Active LED Screen Size of 2' 0"x 4' 0" (HxW) with a Pixel Matrix of 80x 160 - High Resolution with 12,800 Pixels Per Side, in a Double Sided Configuration - 1'x 2' Self-contained Aluminum Modular System Replaces Traditional LED Cabinet - Display Text, Graphics, Images, and Video Clips - Brightness, up to 10,000 Nits, Average LED Life: 100,000 Hours - Fully Sealed & Waterproof Aluminum LED Panels, IP67 Rated, Front & Back - 6-YEAR Limited Warranty & 10-YEAR Part Availability for LED Panels. Refer to Warranty Document for Complete Details. - Ascend Media Player, Always-on Cloud Based Software Included - Industrial Waterproof Controller, Quad-core Processor, 16 GB On-board Storage PLUS Cloud Storage - Remote Diagnostics - Lifetime In-house Tech Support Included - Remote Calibration for LED Panel Brightness - 100% Solid State System. Zero Moving Parts - LED Panels have No Internal Serviceable Parts - LED Panels Removeable with Quick & Easy Latch System - Bidirectional Data-flow Between LED Panels - Non-daisy Chained PRECISE POWER Control System - Fanless System with Solid Aluminum Heatsinks - 60 Frames per Second for Smoother & More Realistic Imaging - Image Refresh Rate >3,000 HZ for Reduced Motion Blur - 16.7 Quadrillion Colors (On Average the Human Eye can Distinguish 710 Million Colors) - 100 Levels of Auto Brightness Control - ISO 9001 Certified Factory Compliance: FCC Part 15 & ETL Double Sided 2' 0"x 4' 0" Identification Cabinet with Internal LED Illumination - All Aluminum with Welded Untitized Construction and Industrial Graffiti Resistant Finish - Unbreakable Polycarbonate Face(s) with Internal 3m Vinyl Graphics - Graphics, Colors, and Text per Customer Approved Artwork Electrical Requirements: 1 Circuit, 120-Volt, Max Draw: 7.3 Amps Mounting Structure / Existing Concrete Monument 1 Wireless Network Bridge - Sign Communication Requires Lines-of-Site Between Antennas with Distance up to 1,000 FT. 1 Installation Included per Signs Plus Installation Agreement (Form SIA-0422.2). New Sign Cabinets Installed Using Existing Concrete Monument. Permit will be additional. 1 Shipping Cost Included 1 Web Based / Cloud Hosting Software Included. Create Content & Change the LED Signs from Any Location Using Any Device

Prices are valid for 30 days. Unless otherwise noted in Special Instructions freight & applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exempt certificate with order.

Total Investment: \$20,100.00

Terms

- 50% deposit of total investment due with order. Balance due 10 days after Signs installed.

Unless otherwise indicated in the buyer approved sign installation agreement, Form SIA-1020-6, sign permits, footers, sign erection, electrical service, electrical connection and planters or other decorative masonry or other structures are the responsibilities of the buyer. All signs subject to zoning and code per city/county. Signs Plus furnishes engineered footer drawings when applicable. Buyer acknowledges and agrees that any cancellation may result in charges that exceed the deposit. In the event of payment default disruptions of the LED display operation may occur. The Buyer is responsible for all collection costs incurred by Signs Plus, including but not limited to court costs, filing fees and attorney fees. All legal proceedings will be in Sarasota County, Florida. A 2% convenience fee applies to all credit card transactions.

Special Instructions

- LED & ID Warranty - Refer to Signs Plus Warranty for Complete Details
- Limited Lifetime Warranty on Material & Workmanship on Entire Sign.
- Lifetime Replacement of Makrolon Faces due to Breakage by Vandalism.
- 10 Year Parts & 5 Year Labor Warranty on ID Cabinet LED Illumination.
- 5 Year LED manufacturer's advanced replacement parts warranty with Lifetime Technical Support.
- Lifetime FREE software training and support.
- 10 year parts availability guarantee.

Sign Installation Included per Buyer approved Signs Plus Installation Form SIA-0422.2

Approval / Authorization

I have read and fully understand the contents of this document and I agree to the stated terms and conditions.

Authorized Signature: _____

Title: _____ Date: _____

Customer:

Sound Doctrine Ministries
315 S East Street
Leesburg, FL 34748

Attention: Anthony Hines

Ship Sign To:

Sound Doctrine Ministries
315 S East Street
Leesburg, FL 34748

Attention: Anthony Hines

Invoice To:

Sound Doctrine Ministries
315 S East Street
Leesburg, FL 34748

Attention: Anthony Hines



ASCEND

TO HIGHER RESOLUTION



We're Making Something Different.

Signs Plus Ascend uses our Advanced Modular System with ultra-bright LEDs, lightweight aluminum frames and waterproof aluminum LED panels. This transformative 100% solid-state design with its future proof functional elements results in long term value.



Get In Touch



NEW IDEAS-NEW TECHNOLOGY, INC.



800-848-4262



info@signsplussigns.com



4242 McIntosh Ln, Sarasota, FL 34232

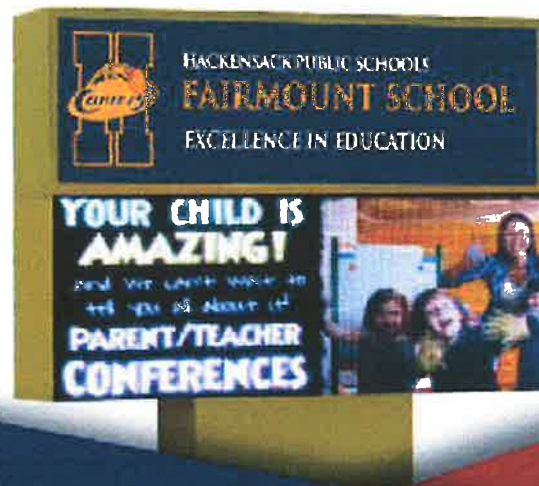
New Ideas New Technology

Present your message with a Full Color LED sign to grab the attention of passersby with something truly eye-catching. LED signs of the past have large pixel pitches resulting in coarse images with little detail.

That's why Signs Plus introduced our Ascend high resolution LED screens that will become the focal point and transform your presence within your community.

*Increase your prominence with the Ascend and make the focal point **YOUR LOCATION.***

www.signsplus signs.com



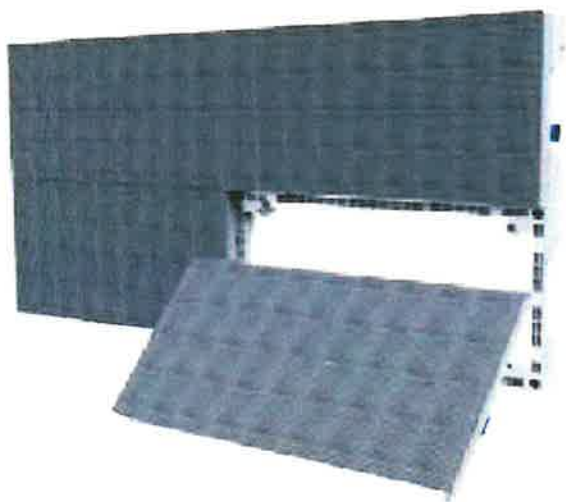
**SIGNS
PLUS+**
NEW IDEAS-NEW TECHNOLOGY, INC.



ASCEND



**We're Making
Something Different**



Ascend Raises Your Organization to the TOP LEVEL



Precise Power Control

20% Energy Savings
Creates Less Heat
Longer Life



Future Proof

Upgrade to Higher Resolution or
add LED Panels to Increase Size
or Both! Without Replacing Your
Sign.



Remote Diagnostics & Lifetime Technical Support

Our In-house Team Provides
Support for the Life of Your Sign.



No Internal Servicable Parts

Traditional LED Cabinets
have Dozens. The Ascend
Advanced Modular System
has ZERO.



NEW IDEAS = BETTER SPECS.

Signs Plus Ascend uses our Advanced Modular System with ultra-bright LEDs, lightweight aluminum frames and waterproof aluminum LED panels. This transformative 100% solid-state design with its future proof functional elements results in long term value.



Light Weight Frames

Combining structural aluminum and CNC Machining for extreme precision and reduced weight.



Connectivity

Network with Wi-Fi, Ethernet, Fiber Optic or Cellular Technology.



Waterproof LED Panel

IP 67 Rating.
Fully Sealed LED Modules
Increased Lifespan
IP67 Rating, Front and Back



Ascend Media Player

Always-on Cloud Software
Control with Remote
Diagnostic System.



6-Year Warranty

6-Year Module Replacement
Plus 10-Year Parts
Availability Guarantee.



SMD LEDs

Ultra Bright up to 10,000 nits
100,000 Hours Lifetime
More colors than the Eyes
Can See!



LED Display Control

Program Display with PC, Mac,
Smartphone, Tablet, or any other
Internet-connected Device.



A smaller pixel pitch of 4, 6, or 8mm produce higher resolution creating sharper images with crisp details..

A larger pixel pitch of 12, 16 or 20mm results in low resolution and coarse images with little to no details..



ASCEND

Technical Specifications

to Higher Resolution

Pixel Pitch	LED Panel Matrix	Pixels per Square Foot	Min. Text Size	Brightness	LEDs per Pixel
8mm	40 x 80	1,600	2.4"	10,000 Nits	1R, 1B, 1G (SMD)
6mm	48 x 96	2,304	2"	10,000 Nits	1R, 1B, 1G (SMD)

Full Color	281 Quadrillion Colors
Average LED life	100,000 hours
Control type	Waterproof Industrial Solid-state Quad-core CPU&GPU Controller
Communication Options	Direct Ethernet, Wireless, Fiber, Verizon
Video File Formats	AVI, WMV, MPG, RM/RMVB, MOV, DAT, VOB, MP4, FLV,
Text Formats	TXT, RTF, WORD, PPT, Excel, etc.
Image Formats	BMP, JPG, PNG, TIF, GIF, etc.
Refresh Rate	> 3,000 HZ for Reduced Motion Blur
Frame Rate	≥ 60 frames-per-second for Smoother & More Realistic Imaging
Dimming	100 levels - Light Sensor or Software
Software	Ascend Media Player, Always-on Cloud
Operating System	Cloud OS, Connect using PC, Mac, iPad,
Storage Capacity	Cloud Storage
LED Panel Construction	Patented Aluminum LED Panels, 100% Solid State System, Zero Moving Parts
Cabinet Construction	Ascend LED Panels Eliminates Traditional LED Cabinet
Service	LED Panels have No Internal Serviceable Parts
Tech Support	Remote Diagnostics with Lifetime In-House Tech Support
LED Module Weatherability	IP67 Rated - Front and Back - Fully
Thermal Control	Advanced Solid Aluminum Heat Sink Technology
Data-flow	Bidirectional Data-flow Between LED Panels
Power Control	Non-daisy Chained PRECISE POWER Control System
Sign Face & Structural Warranty	Limited Lifetime Warranty
Removing LED Panels	Easy & Fast Latch System
Future Proof	Easy Upgrade of Pixel Pitch or Larger Screen Size
Calibration	Remote Calibration for LED Panel Brightness
Working Voltage	AC 110-volt to 240-volt ± 15%, 50-60-HZ, Sign Size Specific
Certifications	UL, ETL, FCC, RoHS, ISO 9001
LED Panel Warranty	<u>6-year LED Panel Replacement Warranty</u>

∞ Researchers say a healthy human eye distinguishes between 1 - 10 millions colors, we've got them all covered!

∞ Refer to sign quote for specific warranty information for your sign

∞ All components are certified to comply with FCC Rules, Part 15

**SIGNS
PLUS**

NEW IDEAS-NEW TECHNOLOGY, INC.

info@SignsPlusSigns.com

800.848.4262



FAÇADE SIGNAGE AND LANDSCAPING GRANT

FAÇADE IMPROVEMENT GRANT PROGRAM

1. Project Location:

Address of Property to be improved:

707 W Main Street, Leesburg, FL

Assessor Parcel Number(s): 26-19-24-3300-000-01351

Name of Business(es) in Project

Wolf Branch Brewing LLC

Building Frontage Measurement of Project: 22' 10"

2. Applicant Information:

Name: Jose A. Villafana

Mailing Address: 32501 Wolf Branch Lane

City: Sorrento State: FL Zip: 32776-9537

Phone: 407-276-1510

Email: info@wolfbranchbrewing.com

Do you Own, Rent or Lease the subject property? Own

**If you are not the owner, the owner will need to co-sign this application.*

3. Businesses or Services Offered on Site:

Functioning micro brewery and eatery offering craft beers (brewed in premises), craft wines, ciders, sangria and a wide array of craft foods. Amenities include live music, trivia nights, and events focused towards creating a family ambiance for everybody to enjoy in line with the Downtown and Main Street Redevelopment District goals.

4. Description of Proposed Improvements:

In preservation of the originally historic look of the facade, the worn out color was repainted, the tarp was pressure cleaned, with plans to replace it, vibrant and bright LED signage was installed in the top wall shining brightly at night, and discreet signage was also added to the windows. There are plans to add a safety fence on the sidewalk, when approved, along with sitting furniture and plants for people to enjoy, as they walk to the site or they stroll along Main Street.

5. Please identify ways in which this project supports the Overlay District Concepts
Property helps to enhance the area bringing the much needed foot traffic to Main Street, with an aesthetic clean and sober look in line with, and in support of the Downtown and Main Street Redevelopment District goals.

6. Submittals

Applications ***must*** include the following materials, if applicable, for consideration by the City:

- ☒ Current Photo(s) of project site
- ☒ Assessor parcel number and proof of paid property taxes
- ☒ Applicant Information
- ☒ Listing of businesses or services offered on site
- ☒ Description of proposed improvements
- ☒ Identification of project's support of the Overlay District
- ☒ Current Occupational License
- ☒ Rendering or sketch of proposed improvements
- ☒ Architectural plans - elevation drawing, dimensions, measurements, etc
- ☐ Color and material samples
- ☒ Sign/Awning design drawings and/or plans
- ☒ Documentation of cost estimates -- copies of vendor bids, estimates, etc
- ☒ Signature of Property Owner and Applicant

<i>Applications lacking sufficient materials to describe the project will NOT be reviewed.</i>

FAÇADE SIGNAGE AND LANDSCAPING GRANT

7. **Estimated Costs and Timing**

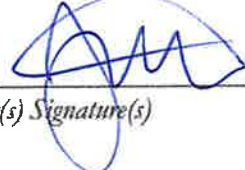
Please provide copies of three vendor bids/estimates or other documentation of cost estimates for all proposed façade work.

- | | | |
|----|---------------------------------------|-------------------|
| a. | Window or Door Replacement | _____ |
| b. | Exterior paint or siding | <u>\$625.00</u> |
| c. | Signage | <u>\$6,018.48</u> |
| d. | Exterior Lighting | <u>\$1,875.00</u> |
| e. | Façade/Exterior Architectural Improv. | _____ |
| f. | Architectural/Design Fees | _____ |
| g. | Landscape/Hardscape Improvements | _____ |
| h. | Awnings or Shutters | <u>\$3,638.00</u> |
| i. | Building Permit/Planning Fees | _____ |
| j. | Other Proposed Improvements (specify) | _____ |
| k. | Fence | <u>\$400.00</u> |
| l. | Furniture | <u>\$514.00</u> |
| m. | Displays | <u>\$214.85</u> |

TOTAL ESTIMATED COST: \$13,285.33

Estimated Days/Months for Completion Done, awaiting fence permit & new tarp

8. **Signatures**

Signed <u>Jose A. Villafana</u> 	Signed: <u>Jose A. Villafana</u> 
 _____ Property Owner(s) Signature(s)	 _____ Applicant(s) Signature(s)
_____ Property Owner(s) Signature(s)	_____ Applicant(s) Signature(s)
_____ Property Owner(s) Signature(s)	_____ Applicant(s) Signature(s)

This Section for City Use

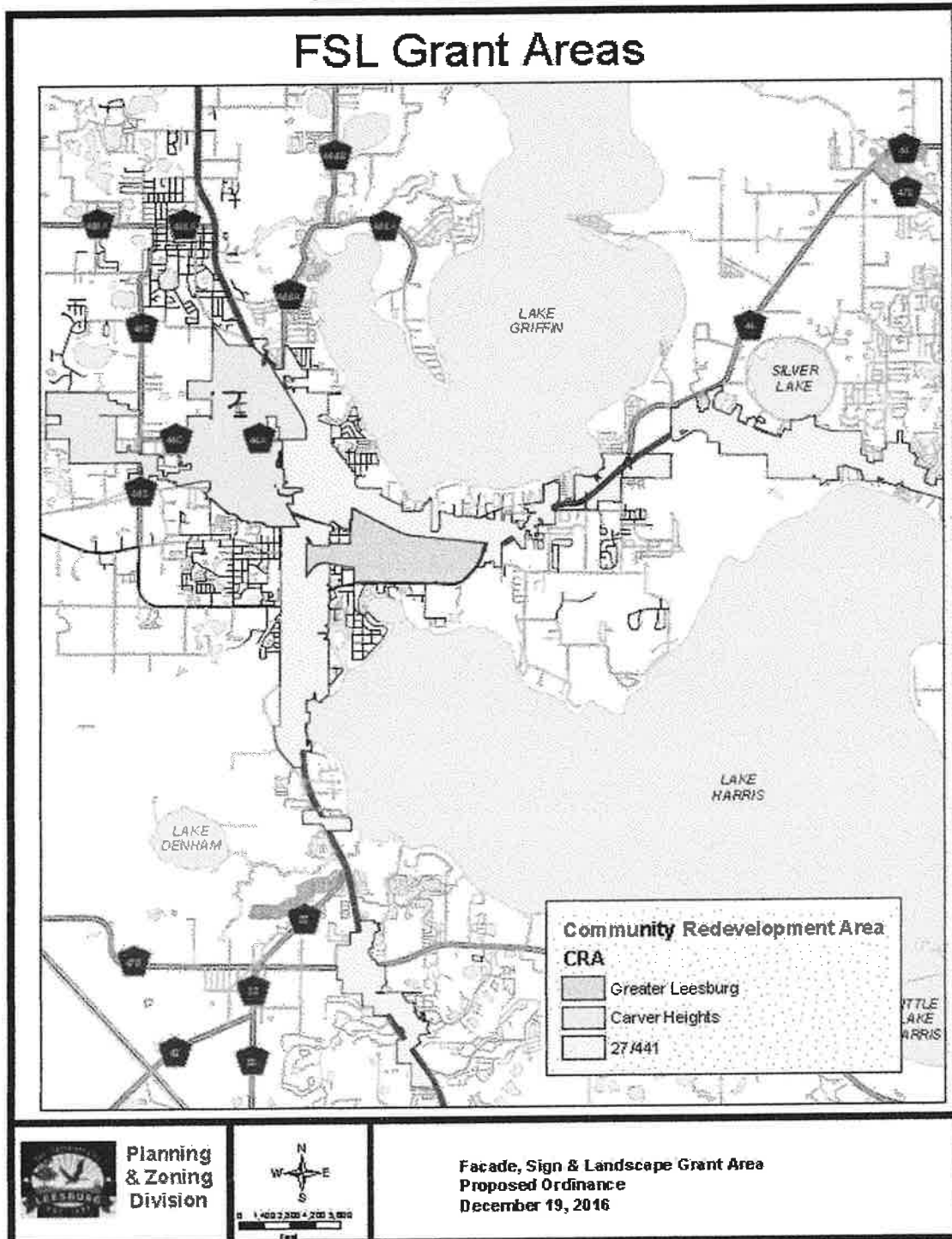
Amount Received: _____

Date Reviewed: _____

Recommendation to CRA: _____

Action by CRA: _____

MAP OF CRA BOUNDARY





Wolf Branch
BREWING CO.

707

FOR LEASE
DAN TATRO
352-396-9138



Wolf Branch
BREWING CO.



DAVID W. JORDAN

Lake County Tax Collector

LAKE COUNTY 2022 REAL ESTATE TAXES
NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619243300-000-01351		3792967	00L1

707 W MAIN ST LEESBURG FL 34748 LLC
32501 WOLF BRANCH LN
SORRENTO, FL 32776-9537

707 W MAIN ST LEESBURG 34748
LEESBURG, S OF MAIN ST LOT 13 1/
2--LESS E 30.30 FT & LOT 14--LES
S W 39.21 FT & LESS S 7 FT FOR R
D R/W-- PB 2 PG 19 ORB 5931 PG 8
68

AD VALOREM TAXES

TAXING AUTHORITY	ASSESSED VALUE	EXEMPTION AMT	TAXABLE VALUE	MILLAGE RATE	TAXES LEVIED
LAKE COUNTY GENERAL	291,200	0	291,200	5.0364	1,466.60
AMBULANCE MSTU	291,200	0	291,200	0.4629	134.80
ENVIRON LAND PURCHASE	291,200	0	291,200	0.0918	26.73
WATER AUTHORITY	291,200	0	291,200	0.3083	89.78
PUBLIC SCHOOLS					
BY STATE LAW	293,115	0	293,115	3.2500	952.62
BY LOCAL BOARD	293,115	0	293,115	2.9980	878.76
CITY OF LEESBURG	291,200	0	291,200	4.0192	1,170.39
ST JOHNS WATER MGMT	291,200	0	291,200	0.1974	57.48
N LAKE CNTY HOSP	291,200	0	291,200	0.5000	145.60

AD VALOREM TAXES: 16.8640 \$4,922.76

FOR YOUR RECORDS

CHECK #: 1009
DATE: 23 NOV 2022
AMOUNT: \$4,956.25

NON-AD VALOREM ASSESSMENTS

LEVYING AUTHORITY	UNITS	AMOUNT
LEESBURG FIRE, NON-RES		240.00

NON-AD VALOREM ASSESSMENTS: \$240.00

TOTAL COMBINED TAXES AND ASSESSMENTS:

\$5,162.76



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

2601 BLAIR STONE ROAD
TALLAHASSEE FL 32399-0783

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation. Our professionals and businesses range from architects to yacht brokers, from boxers to barbeque restaurants, and they keep Florida's economy strong.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com. There you can find more information about our divisions and the regulations that impact you, subscribe to department newsletters and learn more about the Department's initiatives.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers. Thank you for doing business in Florida, and congratulations on your new license!



**STATE OF FLORIDA DEPARTMENT
OF BUSINESS AND PROFESSIONAL
REGULATION**

WSL4502178
MANUFACTURER OF MALT BEVERAGES
WOLF BRANCH BREWING LLC
WOLF BRANCH BREWING CO

ISSUED: 08/03/2023

Signature
LICENSED UNDER CHAPTER 563, FLORIDA STATUTES
EXPIRATION DATE: SEPTEMBER 30, 2023

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
DIV OF ALCOHOLIC BEVERAGES & TOBACCO**

LICENSE NUMBER: WSL4502178

EXPIRATION DATE: SEPTEMBER 30, 2023

THE MANUFACTURER OF MALT BEVERAGES HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 563, FLORIDA STATUTES
SERIES: CMB

WOLF BRANCH BREWING LLC
WOLF BRANCH BREWING CO
707 W MAIN ST
LEESBURG FL 34748



ISSUED: 08/03/2023

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

2601 BLAIR STONE ROAD
TALLAHASSEE FL 32399-0783

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation. Our professionals and businesses range from architects to yacht brokers, from boxers to barbeque restaurants, and they keep Florida's economy strong.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com. There you can find more information about our divisions and the regulations that impact you, subscribe to department newsletters and learn more about the Department's initiatives.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers. Thank you for doing business in Florida, and congratulations on your new license!



**STATE OF FLORIDA DEPARTMENT
OF BUSINESS AND PROFESSIONAL
REGULATION**

BEV4503518
RETAILER OF ALCOHOLIC BEVERAGES
WOLF BRANCH BREWING LLC
WOLF BRANCH BREWING CO

ISSUED: 08/03/2023

Signature
LICENSED UNDER CHAPTER 564, FLORIDA STATUTES
EXPIRATION DATE: SEPTEMBER 30, 2023

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
DIV OF ALCOHOLIC BEVERAGES & TOBACCO**

LICENSE NUMBER: BEV4503518

EXPIRATION DATE: SEPTEMBER 30, 2023

THE RETAILER OF ALCOHOLIC BEVERAGES HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 564, FLORIDA STATUTES
SERIES: 2COP

WOLF BRANCH BREWING LLC
WOLF BRANCH BREWING CO
707 W MAIN ST
LEESBURG FL 34748



ISSUED: 08/03/2023

Always verify licenses online at MyFloridaLicense.com
Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

DIV OF ALCOHOLIC BEVERAGES & TOBACCO

THE RETAILER OF ALCOHOLIC BEVERAGES HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 564, FLORIDA STATUTES
SERIES: 2COP

WOLF BRANCH BREWING LLC

WOLF BRANCH BREWING CO
707 W MAIN ST
LEESBURG FL 34748

LICENSE NUMBER: BEV4503518

EXPIRATION DATE: SEPTEMBER 30, 2023

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

DIV OF ALCOHOLIC BEVERAGES & TOBACCO

THE MANUFACTURER OF MALT BEVERAGES HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 563, FLORIDA STATUTES
SERIES: CMB

WOLF BRANCH BREWING LLC

WOLF BRANCH BREWING CO
707 W MAIN ST
LEESBURG FL 34748

LICENSE NUMBER: WSL4502178

EXPIRATION DATE: SEPTEMBER 30, 2023

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

City of Leesburg
Building Services Division
www.leesburgflorida.gov



Commercial Certificate of Completion

CO Nbr 4093

CO Issued: 04/19/2023

Permit Nbr: 1122080251

Address: 707 W MAIN ST

ALT KEY: 3792967

Parcel ID 261924-3300-000-013-51

OWNER INFORMATION:

707 W MAIN ST LEESBURG FL 34748 LLC

32501 WOLF BRANCH LN
SORRENTO FL 32776

CONTRACTOR INFORMATION:

JH CUSTOM HOMES & RENOVATIONS LLC

18848 US HWY 441

SUITE #420

MT DORA FL 32757

STATE LIC. NBR: CBC1261976

Work Description: Interior Alteration for existing commercial parcel

REMARKS/
CONDITIONS/
RESTRICTIONS

Designed under the 7th Edition FBC(2020) Florida Building Code

Subdivision: 2619243 SOUTH OF MAIN STREET, LEESBURG Lot: 01351 Block: 000

Occupancy: A2 : ASSEMBLY

Occupancy Load:

Construction Type:** COMM INTERIOR RENOVATIONS/ALTERATION

Sprinklers: NO

This portion of the structure has been inspected for compliance with the requirements of this code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.

****This portion of the structure has been inspected for compliance for the 7th Edition FBC(2020) Florida Building Co**

Ann Kinsey CBO, Building Official or Designee



707 W Main Street
Leesburg, FL 32778

PROJECT DATA

OWNER

707 W Main Street
Leesburg, FL 32778

PROJECT MANAGER:
PHONE:

PROJECT COORDINATOR:
PHONE:

LANDLORD

707 W Main Street
Leesburg, FL 32778

EVP OF DEVELOPMENT & CONSTRUCTION
CONTACT NAME: JANE VITALE
EMAIL: jane.vitale@wolfbranch.com
407 776 5100

MECHANICAL & ELECTRICAL

No Changes to
HVAC SYSTEM

ENGINEER / CONSULTANT

ENGINEERING SERVICES GROUP, LLC
391 W. Alfred St.
Tavares, FL 32778
352-388-1135 J. Lee Smith, P.E. #36171
CA#8886

LOCATOR MAP



CODE INFORMATION

PROJECT DESCRIPTION: REMODEL / RENOVATION - PER(SAMPLE)
USE GROUP CLASSIFICATION: "B" Business/A' Assembly - PER(SAMPLE)
NOTE: When the building is first used after construction, occupancy loads shall be determined and posted in accordance with the applicable code.
The most stringent shall apply. NFPA Life Safety Code
OCCUPANCY LOAD CAPACITY: 100 PERSONS per 100 sq ft (see table on page A5.3) or 100 PERSONS per 100 sq ft
FIRE SUPPRESSION SYSTEM: UNIMPROVED
CONSTRUCTION TYPE: EXISTING COVERED UNIT TYPE IIR UNIMPROVED
APPLICABLE CODES: S.F. 311. BE TOTALLY RESPONSIBLE FOR COMPLIANCE WITH APPLICABLE CODES.
REVISIONS AND BUILDING CLASSIFICATIONS FOR THE SPECIFIED TYPE CONSTRUCTION SHALL BE PROVIDED.
TECHNIQUES AND PROCEDURES SHALL COMPLY WITH REGULATORY AGENCIES AND CITY AGENCIES HAVING
JURISDICTION FOR THE CITY OF BRANDON. ALL PLANS AND SPECIFICATIONS FOR CONSTRUCTION SHALL
CONFORM TO ALL APPLICABLE CODES AND BE CERTIFIED IN ACCORDANCE WITH THE STATE OF FLORIDA
LAWS GOVERNING THE PRACTICE OF ARCHITECTURE AND ENGINEERING. THE CURRENT CODES ARE LISTED BELOW.
FLORIDA BUILDING CODES, 11TH EDITION (2020)
FL MECHANICAL CODES IN LOCAL JURISDICTIONS
FL PLUMBING CODES IN LOCAL JURISDICTIONS
FL ROADSIDE PLUMBING CODES, 10TH EDITION (2015) NFPA 101
FL ELECTRIC CODE NFPA 70
OCCUPANCY SAFETY & HEALTH ADMINISTRATION STANDARDS
LOCAL JURISDICTION: JOHNSON COUNTY
FIRE ACCESSIBILITY CODE
ALL LOCAL ORDINANCES HAVING JURISDICTION
SCOPE OF WORK:
INSTALLATION OF NEW GALVA
INSTALLATION OF NEW PLUMBING
INSTALLATION OF NEW ELECTRICAL
INSTALLATION OF NEW LOW VOLTAGE
INSTALLATION OF DOORS/HARDWARE
INSTALLATION OF FLOORING
PAINT
INSTALLATION OF MECHANICAL PARTS
SERVICES EXISTING HVAC SYSTEM
INSTALLATION OF LIGHT FIXTURES
COVERED SUPPLEMENTAL
BOUNCE

DRAWING INDEX

NO.	DRAWING DESCRIPTION
101	COVER SHEET
201	DEMO PLAN
301	USE SAFETY
401	ACCESSIBILITY
501	DIMENSIONAL PLAN
601	ELEVATIONS
701	PLUMBING LAYOUT & RISER
801	ELECTRICAL LAYOUT
901	GENERAL NOTES

AREA ANALYSIS

AREA	S.F.	%
1st Floor	384 sqft	5%
2nd Floor	384 sqft	5%
3rd Floor	384 sqft	5%
4th Floor	384 sqft	5%
5th Floor	384 sqft	5%
6th Floor	384 sqft	5%
7th Floor	384 sqft	5%
8th Floor	384 sqft	5%
9th Floor	384 sqft	5%
10th Floor	384 sqft	5%
11th Floor	384 sqft	5%
12th Floor	384 sqft	5%
13th Floor	384 sqft	5%
14th Floor	384 sqft	5%
15th Floor	384 sqft	5%
16th Floor	384 sqft	5%
17th Floor	384 sqft	5%
18th Floor	384 sqft	5%
19th Floor	384 sqft	5%
20th Floor	384 sqft	5%
Total	384 sqft	100%

KEY PLAN



707 W Main

DISCLAIMER

CONTRACTOR MUST CHECK AND VERIFY ALL
DIMENSIONS AND FIELD CONDITIONS BEFORE
DETERMINING THE BID PRICE. ANY VARIANCE
SHALL BE REPORTED TO THE TENANT'S CONSTRUCTION
DEPARTMENT IMMEDIATELY. NO EXTRAS WILL BE
PAID FOR WORK DUE TO THE FAILURE OF CHECKING
THE EXISTING CONDITIONS.

THIS DRAWING IS THE PROPERTY OF
ENGINEERING SERVICES GROUP, LLC
AND IS NOT TO BE REPRODUCED OR
TRANSMITTED IN ANY FORM OR BY
ANY MEANS, ELECTRONIC OR MECHANICAL,
INCLUDING PHOTOCOPYING, RECORDING,
OR BY ANY INFORMATION STORAGE AND
RETRIEVAL SYSTEM, WITHOUT THE
WRITTEN PERMISSION OF ENGINEERING
SERVICES GROUP, LLC. ANY VIOLATION
OF THIS NOTICE SHALL BE SUBJECT TO
LEGAL ACTION.

Phase 1 of 2
707 W Main Street
Leesburg, FL 32778



10' x 10' x 10'

C6-1

Scope:

- Build temp construction circuit
4 lockout all other breakers
- Remove non structural walls as needed
- Remove ceiling as needed
- Remove wiring & plumbing as needed
- Clean site & prep for new construction



THIS DOCUMENT IS THE PROPERTY OF JH CUSTOM HOMES, LLC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF JH CUSTOM HOMES, LLC. ANY VIOLATION OF THESE TERMS SHALL BE CONSIDERED A BREACH OF CONTRACT AND SUBJECT TO LEGAL ACTION. THE USER OF THIS DOCUMENT AGREES TO HOLD JH CUSTOM HOMES, LLC HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST OR INCURRED BY JH CUSTOM HOMES, LLC AS A RESULT OF THE USER'S USE OF THIS DOCUMENT.

REVISIONS: 01/15/2024
301 W Main Street
Leakburg, FL 32719
Phase 1 of 2
JH Custom Homes, LLC
301 W Main Street
Leakburg, FL 32719

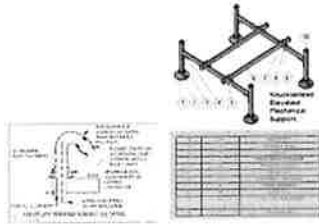


10' scale on 24 x 36

D-1

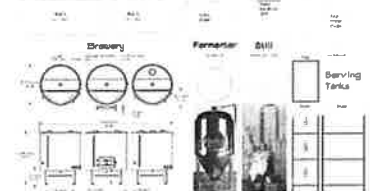
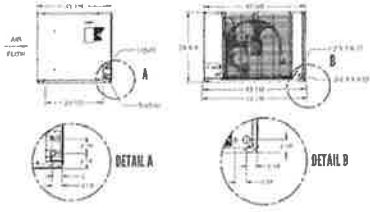
Occupancy Load Determination

Room	Area (sq ft)	Occupancy	Load (sq ft)
1. Lobby	1,200	100	1,200
2. Reception	500	50	500
3. Waiting Area	1,500	150	1,500
4. Office	2,000	200	2,000
5. Conference Room	1,000	100	1,000
6. Break Room	800	80	800
7. Storage	300	30	300
8. Restroom	200	20	200
9. Elevator Lobby	400	40	400
10. Corridor	1,000	100	1,000
11. Staircase	500	50	500
12. Exit	100	10	100
Total	10,000	1,000	10,000



- Area 1 1633.8 sqft
- Area 2 798.7 sqft
- Area 3 260.0 sqft
- Area 4 167.2 sqft
- Area 5 186.1 sqft
- Area 6 144.2 sqft
- Area 7 91.1 sqft
- Area 8 90.3 sqft
- Area 9 0.1 sqft
- Area 10 29.9 sqft
- Area 11 53.3 sqft

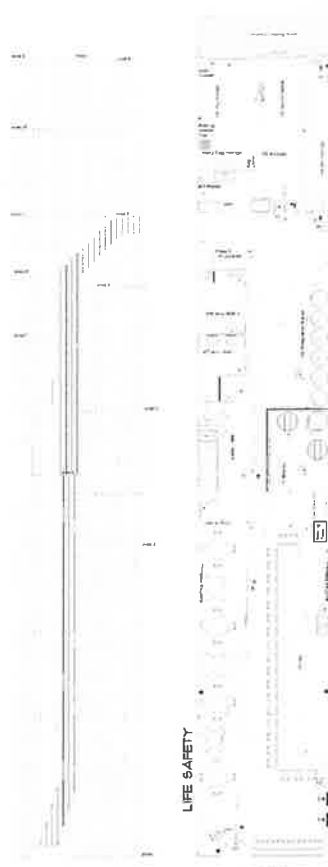
Room	Area (sq ft)	Occupancy	Load (sq ft)
1. Lobby	1,200	100	1,200
2. Reception	500	50	500
3. Waiting Area	1,500	150	1,500
4. Office	2,000	200	2,000
5. Conference Room	1,000	100	1,000
6. Break Room	800	80	800
7. Storage	300	30	300
8. Restroom	200	20	200
9. Elevator Lobby	400	40	400
10. Corridor	1,000	100	1,000
11. Staircase	500	50	500
12. Exit	100	10	100
Total	10,000	1,000	10,000



Room	Area (sq ft)	Occupancy	Load (sq ft)
1. Lobby	1,200	100	1,200
2. Reception	500	50	500
3. Waiting Area	1,500	150	1,500
4. Office	2,000	200	2,000
5. Conference Room	1,000	100	1,000
6. Break Room	800	80	800
7. Storage	300	30	300
8. Restroom	200	20	200
9. Elevator Lobby	400	40	400
10. Corridor	1,000	100	1,000
11. Staircase	500	50	500
12. Exit	100	10	100
Total	10,000	1,000	10,000

Room	Area (sq ft)	Occupancy	Load (sq ft)
1. Lobby	1,200	100	1,200
2. Reception	500	50	500
3. Waiting Area	1,500	150	1,500
4. Office	2,000	200	2,000
5. Conference Room	1,000	100	1,000
6. Break Room	800	80	800
7. Storage	300	30	300
8. Restroom	200	20	200
9. Elevator Lobby	400	40	400
10. Corridor	1,000	100	1,000
11. Staircase	500	50	500
12. Exit	100	10	100
Total	10,000	1,000	10,000

Room	Area (sq ft)	Occupancy	Load (sq ft)
1. Lobby	1,200	100	1,200
2. Reception	500	50	500
3. Waiting Area	1,500	150	1,500
4. Office	2,000	200	2,000
5. Conference Room	1,000	100	1,000
6. Break Room	800	80	800
7. Storage	300	30	300
8. Restroom	200	20	200
9. Elevator Lobby	400	40	400
10. Corridor	1,000	100	1,000
11. Staircase	500	50	500
12. Exit	100	10	100
Total	10,000	1,000	10,000

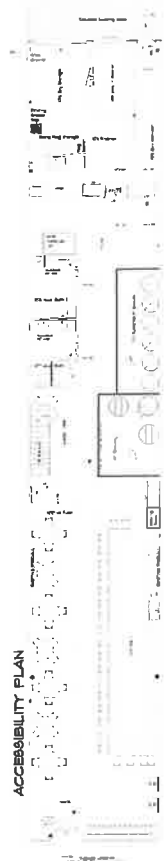


THIS DOCUMENT IS THE PROPERTY OF JH CUSTOM HOMES, LLC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF JH CUSTOM HOMES, LLC. THE USER OF THIS DOCUMENT AGREES TO HOLD JH CUSTOM HOMES, LLC HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST OR INCURRED BY JH CUSTOM HOMES, LLC AS A RESULT OF THE USER'S USE OF THIS DOCUMENT.

JH CUSTOM HOMES, LLC
3101 W. Main Street
Leesburg, FL 33718
Phone: 813.444.4444
Fax: 813.444.4444
Email: info@jhcustomhomes.com
Website: www.jhcustomhomes.com



Phase 1 of 2
101 W Main Street
Leesburg, FL 33718



ACCESSIBILITY PLAN

[illegible]

ENGINEERING SERVICES GROUP, LLC
301 E. ALFRED ST.
TAMPA, FL 33618
813-244-7744

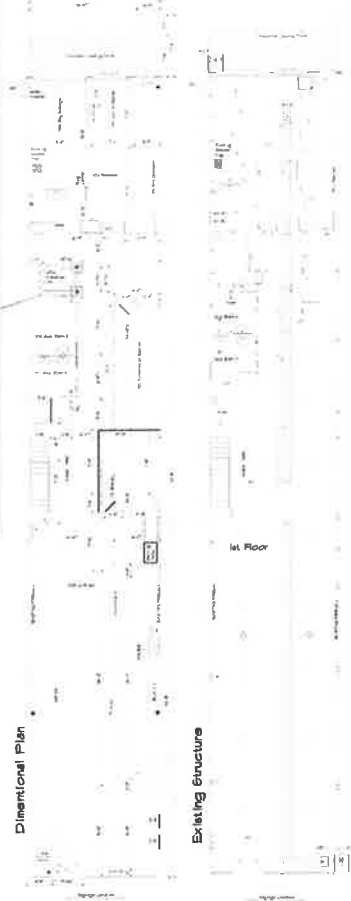
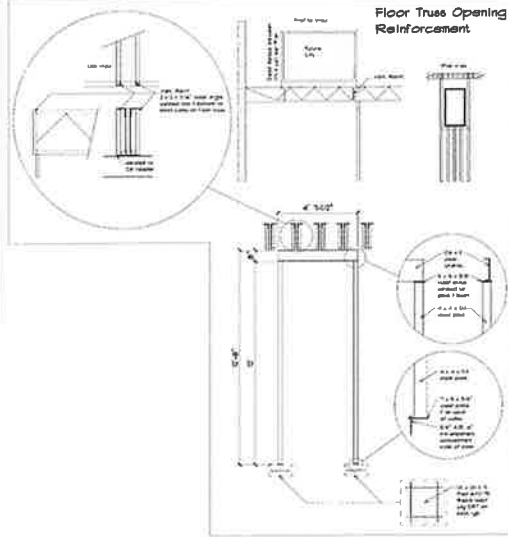
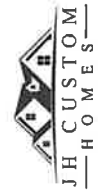
Phase 1 of
707 W Main Street
Leesburg, FL 32744



100' scale on 24 x 36"

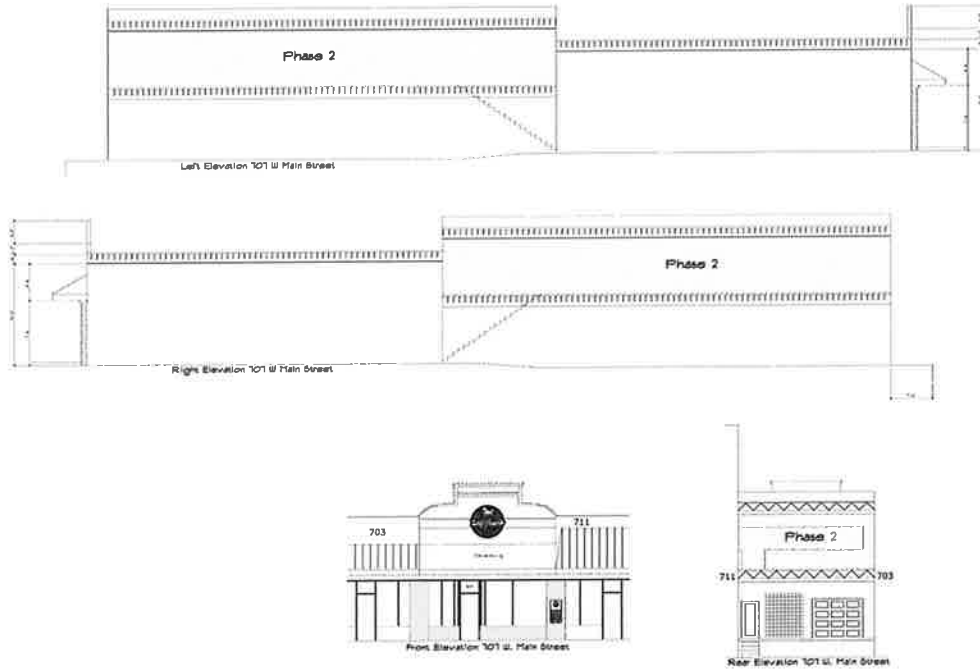
AS-4

100

[illegible]

1/2" scale or 24 x 36

A-1



THIS PLAN HAS BEEN PREPARED BY THE ARCHITECT IN ACCORDANCE WITH AND UNDER THE REQUIREMENTS OF THE FLORIDA BUILDING CODE, AS AMENDED, AND THE FLORIDA BOARD OF BUILDING REGULATION, AND IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN OF THE BUILDING AND ITS STRUCTURAL MEMBERS. THE ARCHITECT DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED BY OTHERS. THE ARCHITECT'S LIABILITY IS LIMITED TO THE DESIGN OF THE BUILDING AND ITS STRUCTURAL MEMBERS. THE ARCHITECT DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED BY OTHERS.

PHASE 1 OF 2
101 W Main Street
Leesburg, FL 32719



101 W Main Street
Leesburg, FL 32719

A-2

DESIGN LOADS:

THESE DESIGN LOADS BELOW ARE ALSO INTENDED TO SERVE AS INSTRUCTIONS TO THE DELEGATED (TRUSS) ENGINEER FOR THIS PROJECT.

ROOF TRUSSES: LIVE LOAD=20 PSF, DEAD LOAD=1 PSF (TC) + 10 PSF (BC) (SINGLES) IS PSF (BC) (TILE)

ATTIC FLOOR: 20 PSF

FLOOR TRUSSES: LIVE LOAD=40 PSF, DEAD LOAD=10 PSF (TC) + 5 PSF (BC)

DESIGN WIND LOADS IN ACCORDANCE WITH SECTION 3001 OF THE FLORIDA RESIDENTIAL BUILDING CODE 2019, 1st EDITION, AND ASCE 7-16.

WIND SPEED: V=140 MPH, V=140 MPH

WIND CATEGORY: I - EXPOSURE CATEGORY LISTED ON PAGE C-1

WIND DIRECTION: ALL WIND DIRECTIONS FULLY ENCLOSED

TOPOGRAPHIC FACTOR: 1.0

WIND DIRECTION: ALL WIND DIRECTIONS FULLY ENCLOSED

WIND EFFECT: S + 0.85

DESIGN PRESSURES FOR WALL COMPONENTS AND CLADDING (WORST CASE): +25.6 PSF, -33.9 PSF

GARAGE DOOR DESIGN PRESSURES (WORST CASE): 25.4 PSF, -25.3 PSF

DESIGN PRESSURES FOR ROOF COMPONENTS (WORST CASE): 21.0 PSF, -30.3 PSF

NOTE TO DELEGATED ENGINEER:

PREFABRICATED WOOD JOISTS AND TRUSSES FOR ROOF ASSEMBLIES AND FLOOR SYSTEMS (IF APPLICABLE) SHALL BE DESIGNED AND MANUFACTURED IN CONFORMANCE TO ASTM D2555-13, ANCHOR-BOLTS AND BOLTS (ASTM A307) AND SHALL BE CERTIFIED BY A FLORIDA REGISTERED ENGINEER AS EMPLOYED BY THE TRUSS MANUFACTURER (DELEGATED ENGINEER). ALL ROOF AND FLOOR TRUSSES SHALL BE DESIGNED TO RESIST THE WORST CASE LOAD COMBINATION WHICH RESULTS IN THE MAXIMUM STRESSES BEING PLACED ON THAT COMPONENT. GALVANIZED STEEL PLATES ARE TO BE ATTACHED TO EACH TRUSS AS A PROTECTIVE BARRIER UNDER THEY BEAR ON CONCRETE OR CMU. GROUT DRAINAGE SHALL BE SUBMITTED TO THE ENGINEER OF RECORD PRIOR TO FABRICATION TO ENSURE CONFORMANCE TO THE DESIGN INTENT OF THE PROJECT.

SOIL:

FOOTINGS HAVE BEEN DESIGNED FOR 3000 PSF SOIL BEARING CAPACITY. ANY LESSER BEARING SHALL BE THE SOLE RESPONSIBILITY OF THE OWNER OR THE CONTRACTOR. WHERE THE SOIL BEARING CAPACITY IS NOT KNOWN OR IS IN QUESTION THE SOIL SHALL BE TESTED BY A QUALIFIED GEOTECHNICAL ENGINEER WHO SHALL ESTABLISH THE BEARING CAPACITY. SOIL ENGINEER SHALL CO-ORDINATE WITH STRUCTURAL ENGINEER WHEN NECESSARY. COMPACTED SOILS SHALL BE TESTED TO A MINIMUM OF 95% MODIFIED PROCTOR IN ACCORDANCE WITH ASTM D 1557.

SLAB ON GRADE:

SLAB SHALL BE OVER 100% POLYETHYLENE VAPOR/RAOON BARRIER SEALED ON TOP/UNTREATED SOIL WHICH HAS BEEN COMPACTED TO 95% MODIFIED PROCTOR IN ACCORDANCE WITH ASTM D 1557 OR UNDISTURBED SOIL. SLABS SHALL BE AT A MINIMUM ELEVATION OF 1' ABOVE FINISHED GRADE. HIGHER ELEVATION MAY BE SUBSTITUTED OR REQUIRED FOR 1" REBAR FOR 90 DEG HOOK. LENGTH SHALL BE 10", MINIMUM EMBEDMENT SHALL BE 1" AND BEND RADIUS SHALL BE 7".

REBAR EMBEDMENT AND

HOOK LENGTH / BEND RADIUS:

GROUT DRAINAGE SHALL BE SUBMITTED TO THE ENGINEER OF RECORD PRIOR TO FABRICATION TO ENSURE CONFORMANCE TO THE DESIGN INTENT OF THE PROJECT. FOR 1" REBAR FOR 90 DEG HOOK LENGTH SHALL BE 10" MINIMUM EMBEDMENT SHALL BE 1" AND BEND RADIUS SHALL BE 7". PER ACI 308-14 TABLE 20.3.1

CONNECTORS:

ALL METAL FASTENERS SHALL CONFORM TO A307A AND SHALL BE GALVANIZED OR STAINLESS STEEL (WITH 3 PILES OF COASTAL SALT WATER AREAS). FASTENERS SHALL NOT BE OVERTIGHTENED BY MORE THAN 15% FOR PRESURE TREATED WOOD. USE GALVANIZED FASTENERS.

CONCRETE:

UNLESS OTHERWISE SPECIFIED, CAST IN PLACE CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI. CAST IN PLACE GROUT 3000 PSI. PRECAST CONCRETE LINTELS 3000 PSI AND PRESTRESSED CONCRETE LINTELS 3000 PSI. AT 28 DAYS. CONCRETE SHALL CONSIST OF 1" MAX AGGREGATE CONCRETE MIX WITH 8" BARS BETWEEN 6" AND 12" AT THE TIME OF PLACEMENT. SEE ASTM AND ACI SPECIFICATIONS FOR ADDITIONAL CRITERIA.

CONSTRUCTION JOISTS ARE TO BE PROVIDED IN ACCORDANCE WITH THE DESIGN CODES AND GUIDELINES AT THE ENGINEER'S DISCRETION.

METHOD OF CONCRETE FORMING, PLACEMENT AND CURING SHALL BE CONDUCTED IN ACCORDANCE WITH ACI AND ASTM SPECIFICATIONS.

CMU:

ALL CONCRETE MASONRY UNITS SHALL BE STANDARD WEIGHT BLOCKS CONFORMING TO ASTM C-90, TYPE II NON-MOISTURE CONTROLLED AND SHALL HAVE A MINIMUM NET AREA COMPRESSIVE STRENGTH OF 3000 PSI.

PRECAST LINTELS:

ALL PRECAST LINTELS SHALL BE DESIGNED AND MANUFACTURED IN ACCORDANCE WITH PCI-MNL-16

MORTAR:

MORTAR SHALL BE EITHER TYPE M OR S IN ACCORDANCE WITH ASTM C 270 AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI.

GROUT:

GROUT SHALL HAVE A MINIMUM COARSE AGGREGATE SIZE OF 1/2" INCH PLACED AT AN 8" TO 10" HIGH SLUMP AND HAVE A MINIMUM COMPRESSIVE STRENGTH OF 3000 PSI AT 28 DAYS. SEE ACI AND ASTM SPECIFICATIONS FOR ADDITIONAL CRITERIA.

REINFORCING STEEL:

REINFORCING STEEL SHALL BE A MINIMUM OF GRADE 40 AND SHALL CONFORM TO ASTM A615 UNLESS OTHERWISE NOTED.

ALL CONTRACTS VERTICAL AND HORIZONTAL REBAR SHALL BE LAP SPICED WHERE NECESSARY BY WIRING TOGETHER. LAP SPICES SHALL BE CLASS B WITH A MINIMUM LAP OF 48 BAR DIAMETERS UNLESS OTHERWISE NOTED. IN USE OF 6" X 6" WELDED WIRE MESH OF 10 GAUGE STEEL CONCRETE MAY BE REINFORCED WITH AN APPROVED FIBER MESH PRODUCT AND INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS. FIBER MANUFACTURER MUST DOCUMENT COMPLIANCE WITH ASTM C-1116.

COVER FOR REINFORCING SHALL BE MEASURED FROM CENTER OF BAR AND BE AS FOLLOWS UNLESS NOTED OTHERWISE.

CAST IN PLACE CONCRETE AGAINST EARTH = 3"

CAST IN PLACE CONCRETE EXPOSED TO EXTERIOR = 2"

CAST IN PLACE CONCRETE NOT EXPOSED TO EXTERIOR = 1 1/2"

GROUT FILLED MASONRY = 1 1/2"

PRE-CAST AND PRE-STRESSED GROUT FILLED LINTELS = 1 1/2"

STEEL REINFORCEMENT MAY NOT BE WELDED.

WELDED WIRE MESH:

WELDED WIRE MESH SHALL CONFORM TO ASTM A185.

WELDED WIRE MESH SHALL BE SUPPLIED IN SHEETS NOT ROLLS.

ANCHOR BOLTS:

1" MINIMUM INTO CONCRETE UNLESS OTHERWISE NOTED.

RAILINGS:

RAILINGS (IF APPLICABLE) ARE TO BE DESIGNED TO RESIST A 200 LB, CONCENTRATED LOAD AT ANY POINT AND IN ANY DIRECTION TYPE OF LUMBER.

FOR WOOD FRAME CONSTRUCTION USE 1" SPF FOR ALL EXTERIOR AND INTERIOR BEARING WALLS. ALL ROOF FRAMING MEMBERS TO BE #2 YELLOW PINE.

TYPE OF LUMBER:

FOR WOOD FRAME CONSTRUCTION USE 1" SPF FOR ALL EXTERIOR AND INTERIOR BEARING WALLS. ALL ROOF FRAMING MEMBERS TO BE #2 YELLOW PINE.

TREATED LUMBER:

ALL WOOD MEMBERS THAT ARE WITHIN 8" OF FINISHED GRADE LEVEL, ALL EXPOSED UNFINISHED WOOD AND ALL WOOD MEMBERS IN CONTACT WITH CONCRETE AND/OR OTHER MASONRY SHALL BE PRESERVATIVE TREATED WITH DISODIUM OCTABORATE TETRAHYDRATE TO A MINIMUM GRADE OF 0.40% RETENTION AND SHALL CONFORM TO AIAA STANDARD C THROUGH C23 DEPENDING ON THE APPLICATION.

ROOF DECKING:

UNLESS OTHERWISE SPECIFIED, ROOF SHEATHING SHALL BE INSTALLED WITH EDGE CLIPS IN EACH BAY. ALL SHEATHING SHALL BE APA RATED FOR THE USE INTENDED.

PREFABRICATED PRODUCTS:

LAMINATED VENEER LUMBER SHALL CONFORM TO ASTM D5456 STANDARD SPECIFICATION FOR EVALUATION OF STRUCTURAL COMPOSITE LUMBER PRODUCTS. ALL WOOD STRUCTURAL PANELS INCLUDING BUT NOT LIMITED TO PLYWOOD, OSB, LAMINATED AND MEDIUM DENSITY FIBERBOARD (MDF) SHALL CONFORM TO PS-1 AND PS-2 PERFORMANCE STANDARDS FOR WOOD BASED STRUCTURAL USE. PLYWOOD, MDF SHALL NOT BE USED IN ANY EXTERIOR APPLICATIONS. THE USE OF FORMALDEHYDE-BASED GLUES AND RESINS IS DISCOURAGED.

ALL FINISH JOINTED LUMBER SHALL CONFORM TO NDS SECTION 4.1.6 AND SHALL NOT BE USED IN A MANNER INCONSISTENT WITH THE LIMITATIONS OF FINISH-JOINTED LUMBER WITH RESPECT TO THE INTENDED APPLICATION.

PREFABRICATED WOOD JOISTS AND TRUSSES SHALL BE DESIGNED AND MANUFACTURED IN CONFORMANCE TO ASTM D2555-13, ANCHOR-BOLTS AND BOLTS (ASTM A307) AND SHALL BE CERTIFIED BY A FLORIDA REGISTERED ENGINEER (DELEGATED ENGINEER).

CONTRACTOR RESPONSIBILITIES:

THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS PRIOR TO FABRICATION OR START OF CONSTRUCTION. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS. ANY DEVIATIONS OR DISCREPANCIES SHALL BE PROMPTLY REPORTED TO THE ENGINEER OF RECORD. CONTRACTOR SHALL MAKE ALL EFFORTS TO PROTECT THE STRUCTURE, THE WORK PERSONS, AND OTHER PEOPLE DURING CONSTRUCTION. HE SHALL SUPERVISE AND DIRECT THE WORK AND BE RESPONSIBLE FOR ALL CONSTRUCTION. THE CONTRACTOR SHALL COORDINATE ARCHITECTURAL, MECHANICAL, AND ELECTRICAL DRAINAGE AND CONSTRUCTION FOR ANCHORS, TIEBARS AND SUPPORTS OR ANY OTHER ITEMS WHICH AFFECT THE STRUCTURAL DRAWINGS. THERE SHALL NOT BE ANY CHANGES TO THESE CONSTRUCTION DOCUMENTS DURING THE DEVELOPMENT OF SHOP DRAWINGS OR DURING CONSTRUCTION WITHOUT PRIOR WRITTEN APPROVAL BY THE ENGINEER OF RECORD.

ENGINEERING SERVICES GROUP, LLC ASSUMES NO RESPONSIBILITY FOR THE ARCHITECTURAL, MECHANICAL, PLUMBING, ELECTRICAL, HVAC, FIRE PROTECTION OR FIRE CODE PROVISIONS, FABRICATION, INSTALLATION/ERECTION, SUPERVISION, PLAN DIMENSIONS UNLESS FIELD CONDITIONS OR OTHER CONDITIONS NOT FULLY REPRESENTED IN THESE DRAWINGS.

THIS STRUCTURE HAS BEEN DESIGNED IN ACCORDANCE WITH AND HEREIN THE REQUIREMENTS OF THE FLORIDA BUILDING CODE, 2019 EDITION, AND ASCE 7-16. THE DESIGNER HAS NOT CONDUCTED VISUAL INSPECTION OF THE CONSTRUCTION OF THIS STRUCTURE. THE DESIGNER HAS NOT CONDUCTED VISUAL INSPECTION OF THE CONSTRUCTION OF THIS STRUCTURE. THE DESIGNER HAS NOT CONDUCTED VISUAL INSPECTION OF THE CONSTRUCTION OF THIS STRUCTURE. THE DESIGNER HAS NOT CONDUCTED VISUAL INSPECTION OF THE CONSTRUCTION OF THIS STRUCTURE.

ENGINEERING SERVICES GROUP, LLC
2000 N. W. 10TH AVE., SUITE 100
FORT LAUDERDALE, FL 33304-2000
TEL: 954-575-1111
FAX: 954-575-1112
WWW.ESG-FL.COM
James Lee Smith / P.E.

Detail
Typical

General
Notes



INVOICE

Wolf Branch Brewing

Invoice Date
Feb 20, 2023

Invoice Number
INV-10662

Reference
Leesburg Location

SIGNCRAFTERS
xxx-xx-56-0

SignCrafters of Central Florida
Inc
1915 Greenleaf Lane
LEESBURG FL 34748
UNITED STATES

PAID
IN FULL
via check.

Description	Quantity	Unit Price	Tax	Amount USD
Custom Front Lit Channel Letters with Principal 12v QwikMod 2 LED illumination, aluminum composite backs, .040 aluminum returns and acrylic faces with 1 inch jewellite trim pieces. Built to UL standards. Mounted to ACP Backer Panel and Raceway Mounted Overall height 36" x 103.5" BREWING CO - Routed 1/2" Thick Letters 2.5" Tall Letters	1.00	3,680.00	Tax Exempt	3,680.00
Custom Double Sided Non Illuminated Blade Sign 36" x 33" x 5" Deep with Aluminum Bracket for Hanging	1.00	1,175.00	7%	1,175.00
Custom Cut Vinyl Graphics - Door Graphics	1.00	150.00	7%	150.00
Installation of Channel Letters and Blade Sign	1.00	550.00	Tax Exempt	550.00
Permit / Engineering Fees based on governing county or city. - CITY OF LEESBURG Permits \$96.73, Notice of Commencement Filing \$16.75, Engineering \$150.00, Procurement (Acquisition) \$200.00 TO BE BILLED AT END OF PROJECT	1.00	463.48	Tax Exempt	463.48

Subtotal	6,018.48
TOTAL TAX ON SALES 7%	92.75
TOTAL USD	6,111.23
Less Amount Paid	2,823.88
AMOUNT DUE USD	3,287.35

Due Date: Apr 30, 2023



PAYMENT ADVICE

To: SignCrafters of Central Florida Inc
1915 Greenleaf Lane
LEESBURG FL 34748
UNITED STATES

Customer	Wolf Branch Brewing
Invoice Number	INV-10662
Amount Due	3,287.35
Due Date	Apr 30, 2023
Amount Enclosed	Enter the amount you are paying above



JH Custom Homes
18848 US Hwy 441 #420
Mount Dora, FL 32757
Phone: 352-321-1315

Job: Wolfbranch Brewery Exterior Items
707 W Main St Leesburg Fl 34748

Invoice:

<i>Painting Pressure wash Exterior Front Street Facade</i>	<i>\$ 625.00</i>
<i>Electrical Light Replacement Labor Light Replacement/ Sub Panel Upgrades</i>	<i>\$1,875.00</i>

Total Amount	<u>\$2,500.00</u>
---------------------	--------------------------



Cash/CC Sales Receipt

909 Asbury Drive
Buffalo Grove IL 60089
www.zoro.com
Tax ID # 27-3596010

For Questions Please Contact

<https://www.zoro.com/contact/>
(855) 289-9676

Date	8/9/2023
Sales Receipt #	20894044
Customer #	CUST20423562
SO #	Sales Order #SO32808898
Purchase Order #	
Shipping Method	Standard Ground
Tracking #	782266941210
Payment Method	Master Card Token
Credit Card #	*****1884

Bill To

Jose A Villafana
Wolf Branch Brewing
32501 Wolf Branch Ln
3527355344
Sorrento FL 327769537
United States

Ship To

Jose A Villafana
Wolf Branch Brewing
32501 Wolf Branch Ln
3527355344
Sorrento FL 327769537
United States

Z Number	Item	Quantity	Units	Rate	Amount
G2542186	Locking Poster Case, 11" x 17", Black	1	EA	101.79	101.79

Subtotal	101.79
Shipping Cost (Standard Ground)	0.00
Total Tax	7.13
Total Paid	\$108.92

Final Details for Order #113-8298822-5875456

[Print this page for your records.](#)

Order Placed: June 8, 2023

Amazon.com order number: 113-8298822-5875456

Order Total: \$0.00

Shipped on June 9, 2023

Items Ordered

1 of: *SECO Stewart Superior Locking Indoor/Outdoor Poster Case, Shatterproof, Rustproof, 11"x17" in Black*

Sold by: Stewart Superior Corp ([seller profile](#))

Supplied by: Other

Condition: New

Price

\$99.00

Shipping Address:

Jose Augustin Villafana
32501 Wolf Branch Lane
Sorrento, FL 32776
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

MasterCard | Last digits: 9340
Rewards Points

Item(s) Subtotal: \$99.00

Shipping & Handling: \$0.00

Total before tax: \$99.00

Estimated tax to be collected: \$6.93

Rewards Points: -\$105.93

Grand Total: \$0.00

Billing address

Jose A Villafana
32501 WOLF BRANCH LN
SORRENTO, FL 32776-9537
United States

To view the status of your order, return to [Order Summary](#).

Add pickup person



Enjoy your purchase

[Visit order details](#) to find receipts, review your items or fix anything that's not quite right with your order.

Ready for in-store pickup



Metal Mesh Folding Patio Chair - Room Essentials™

Qty: 2



32\"/>

Qty: 2

Total paid

\$188.32

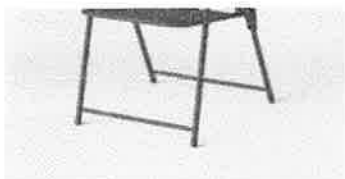


Mastercard *9340

\$188.32

Remaining items

We'll send another email when any remaining items are ready. We'll charge you for items only once they're ready for pickup. Visit order details to check on each item's status.



\$32.00 / ea

Processing

Order Summary

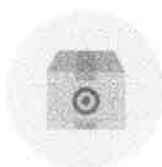
Subtotal (2 items)	\$64.00
Delivery	Free
Estimated Taxes	\$4.48

Total	\$68.48
--------------	----------------



Mastercard *9340

\$68.48



Need to make changes? Act fast.

We process orders quickly, so you'll want to visit your [order details](#) page as soon as possible.

Even more great ways to **save**.



Free 2-day ship ›



Clearance ›



Target App ›



Same Day Delivery ›



QUOTE

Wolf Branch Brewing

Date
24 Apr 2023

Expiry
23 Jul 2023

Quote Number
QU-7983

Reference
Awning Replacement

SIGNCRAFTERS
45-8013717756-0

SignCrafters of Central FL
Inc
1915 Greenleaf Lane
Leesburg, FL 34748
352-323-1862
Open M-F 7:30am -
4:00pm
Lic # ES12001170

Description	Quantity	Unit Price	Tax	Amount USD
Custom built fabric awning.	1.00	3,400.00	7%	3,400.00
Size : 22' x 47.5" Deep with 6" Valance - with Black Material				
Attachment method: with Direct Mount using z-clips				
PRICE INCLDUES FABRICATION AND INSTALLATION				
Subtotal				3,400.00
TOTAL TAX ON SALES 7%				238.00
TOTAL USD				3,638.00

Rembrandt's Fencing, Inc.

20649 Reedy Rd.
Eustis, FL 32726
(352) 589-1849



Chainlink
Wood Fence
Field Fence &
Barb Wire Vinyl



WORK ORDER

CUSTOMER WOLF BRANCH BEER
ADDRESS 707 MAIN ST
PHONE NO. 1407 276 1570

DATE 7/26/23
LOT _____ BLK _____ SUB _____
ROUTE _____

Total Height 4
Post Spaced 6
Style Fence BLACK FLAT TOP
Gauge ☐ 9 ☐ 11 1/2
Unfinished ☐ XXX
Barbed ☐ XXX
Top Rail _____ O.D.
Line Post _____ O.D.
End Post _____ O.D.
Corner Post _____ O.D.
Walk Gate Post _____ O.D.
Drive Gate Post _____ O.D.
Gate Frames _____ O.D.
Permit ☐ Site Sign ☐
D.P. ... Pickup ☐ Received ☐
Fertis in ☐ Out ☐
Level ☐ Slope ☐ Roll ☐
Final Grade ☐ Straight ☐
Buried Cable _____
Surveyed _____

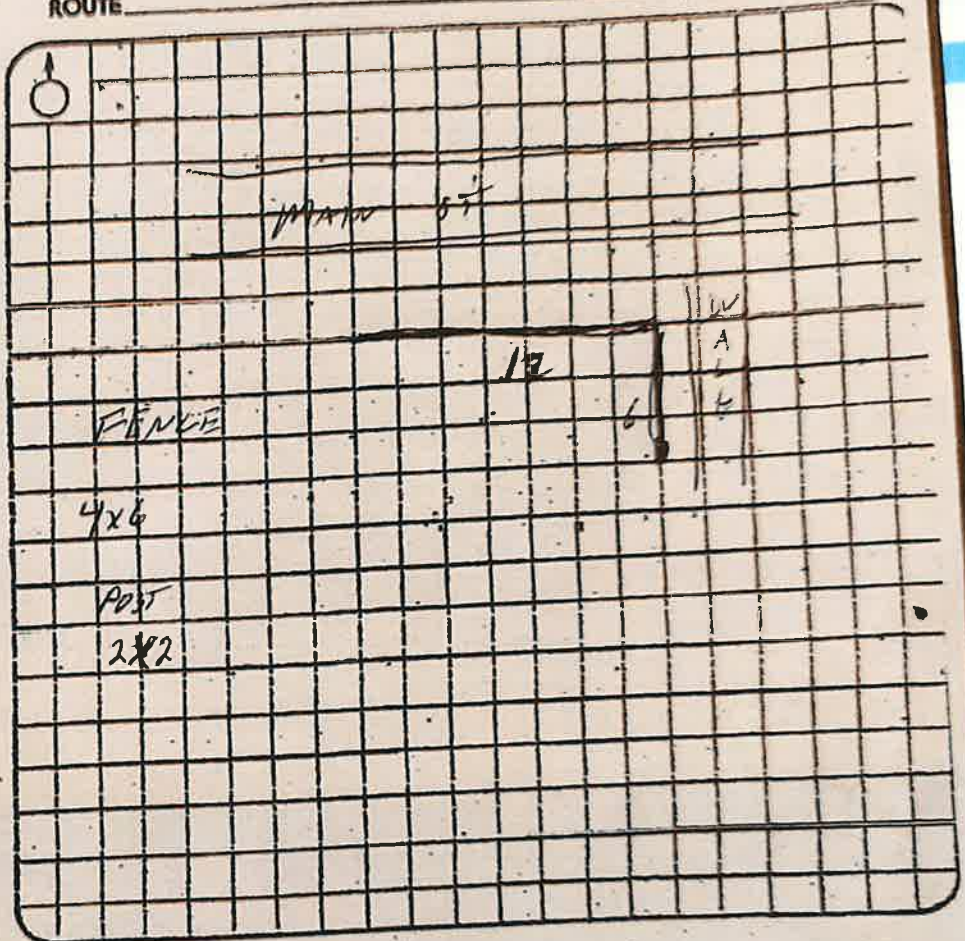
18
20 ft of 4 ft

HIGH BLACK ALUM
FLAT TOP FENCE

ALL POST WILL BE
PLATED DOWN TO CONTACT
W/ TAP CON NUTS
WELDED ALUM PLATE
ON BOTTOM 1/4" PLATE

IT WILL MATCH OTHER
FENCE ON MAIN ST

Approx. Start Date _____
Approx. Comp. Date _____
Date Completed _____



Rembrandt's Fencing, Etc. will furnish material and labor -- complete in accordance with above specifications, for the sum of: _____ dollars (\$ _____).

Payment to be made as follows: 1000 400

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

All material guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practice. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon timely payment of bills, beyond our control.

Acceptance — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work.

Signature _____

Rembrandt's Fencing, Inc.
Sorry we do not accept
Credit Cards