

**AGENDA
GREATER LEESBURG CRA
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, FEBRUARY 24, 2025 5:05 PM**

1. CALL TO ORDER

INVOCATION

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

2. APPROVE MINUTES:

A. Regular meeting held September 12, 2024

3. RESOLUTIONS:

A. Resolution of the Greater Leesburg Community Redevelopment Agency (GLCRA) of the City of Leesburg, Florida authorizing the Chairman and Secretary to execute a resolution approving Fiscal Year 2025 Façade Sign, and Landscape Grant Awards; and providing an effective date. (FSL Grants GLCRA 2025).

4. ROLL CALL:

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.

**AGENDA MINUTES
GREATER LEESBURG CRA
CITY HALL, 501 W MEADOW STREET
THURSDAY, SEPTEMBER 12, 2024 5:10 PM**

1. CALL TO ORDER

The City of Leesburg Greater Leesburg Community Redevelopment Agency held a regular meeting on Thursday, September 12, 2024, at Leesburg City Hall. Chairperson Pro Tem Connell called the meeting to order at 5:10 p.m. with the following members present:

Commissioner Allyson Berry
Commissioner Mike Pederson
Commissioner Alan Reisman
Commissioner John Sokol
Chairperson Pro Tem Jay Connell

Commissioner Samantha Ponder and Chairperson Jimmy Burry were absent. Also present, were City Manager (CM) Al Minner, City Clerk (CC) J. Andi Purvis, Deputy City Clerk (DCC) Anna Rottermond, the news media, and others.

INVOCATION

The invocation and the pledge of allegiance were previously held at the Carver Heights Montclair Area Community Redevelopment Agency meeting that was 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 August 13, 2024

Commissioner Reisman made a motion to approve the regular meeting minutes of August 13, 2024, and Commissioner Pederson seconded the motion.

The roll call vote was:

Commissioner Berry	Yes
Commissioner Sokol	Yes
Commissioner Reisman	Yes
Commissioner Pederson	Yes
Chairperson Pro Tem Connell	Yes

Five yeas, no nays, the Commission approved the regular meeting minutes.

3. RESOLUTIONS:

A. Resolutions amending the Budget for Fiscal Year 2023-24 and adopting the budget for the Fiscal Year 2024-25 for the Greater Leesburg Community Redevelopment Agency.

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

ADOPTED RESOLUTION 60

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

Commissioner Reisman made a motion to adopt the resolution and Commissioner Berry seconded the motion.

Chairperson Pro Tem Connell requested comments from the Commission and the audience.

Commissioner Sokol questioned the special events division being included in this budget. **CM Minner** agreed that was included in this budget.

The roll call vote was:

Commissioner Sokol	Yes
Commissioner Reisman	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes
Chairperson Pro Tem Connell	Yes

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

2. Resolution of the Greater Leesburg Community Redevelopment Agency of Leesburg, Florida, approving the Fiscal Year 2024-25 Budget; appropriating certain funds to specific redevelopment projects; and providing an effective date.

ADOPTED RESOLUTION 61

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

Commissioner Reisman made a motion to adopt the resolution and Commissioner Berry seconded the motion.

Chairperson Pro Tem Connell requested comments from the Commission and the audience.

CM Minner said the Downtown/Greater Leesburg CRA has about \$1.1 million dollars in revenue, which is an increase of 18%. All three CRAs have been growing reasonably well. The major expenses for this CRA are two-fold. The number one expense pursuant to the decree is that we have to give half the increment to the Leesburg CDC, and this year it is \$499,357. The remainder of the funds will go to the new special events division. Remember, Bikefest was included in the general fund. The special events division covers the Fourth of July, Christmas and salaries. The remainder of the fund, which is about \$100,000, covers the debt for the Main Street project. That debt will retire by 2027. We have a few more years for that. We then put \$40,295 aside in reserves, and we have about \$340,000 unallocated. This board felt that we should keep some of that money in the reserves for future projects. We could potentially go back to the Market Street Concept or the imminent parking project. We will also talk about the \$1.2 million dollars DST money that was allocated for the parking and downtown improvements. **Commissioner Reisman** wanted to confirm that it would actually save money by moving the special events division over to the gas department, since we will not have to build a new facility. **CM Minner** agreed. They were worried about storage, so with special events moving to the gas facility, we would only have to bang out a garage door. Moving the special events division will save a couple of coins. **Commissioner Sokol** asked about facade grants not being included in the budget. **CM Minner** replied that those were not included in this year's budget. **Commissioner Pederson** asked about the million dollar grant that was to be used for downtown redevelopment. **CM Minner** said there is one grant left. That grant was split over a couple of different funds including electric, general and wastewater. Developers could receive up to \$250,000 for downtown redevelopment improvements and three grants have been issued. The old bank building next to Two Old Hags has been allocated so we have \$250,000 left. **Chairperson Pro Tem Connell** asked if there were any other questions or comments. There were none.

The roll call vote was:

Commissioner Reisman	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Sokol	Yes
Chairperson Pro Tem Connell	Yes

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

4. ROLL CALL:

Commissioner Berry had no comment.

Commissioner Sokol had no further comment.

Commissioner Reisman had no comment.

Commissioner Pederson had no further comment.

Chairperson Pro Tem Connell 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 Berry, the meeting adjourned at 5:16 p.m.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 3.A.

Meeting Date: February 24, 2025

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

Subject: Resolution of the Greater Leesburg Community Redevelopment Agency (GLCRA) of the City of Leesburg, Florida authorizing the Chairman and Secretary to execute a resolution approving Fiscal Year 2025 Façade Sign, and Landscape Grant Awards; and providing an effective date. (FSL Grants GLCRA 2025).

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 Agency.

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 two (2) 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 Grants for the Greater Leesburg CRA 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 **\$19,251.85**. Funds are available from Greater Leesburg Community Redevelopment Agency (GLCRA).

Account No. 016-6189-559-8214

Project No. CRASFP

RESOLUTION NO. _____

**RESOLUTION OF THE GREATER LEESBURG COMMUNITY
REDEVELOPMENT AGENCY (GLCRA) OF THE CITY OF LEESBURG,
FLORIDA AUTHORIZING THE CHAIRMAN AND SECRETARY TO
EXECUTE A RESOLUTION APPROVING FISCAL YEAR 2025 FAÇADE SIGN,
AND LANDSCAPE GRANT AWARDS; AND PROVIDING AN EFFECTIVE
DATE. (FSL GRANTS GLCRA 2025).**

**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 hereby authorizes staff to execute the FSL Grant Awards in the amount of \$19,251.85, as shown in 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 24th day of February 2025.

Mayor

ATTEST:

City Clerk

SEA-24-357



City of Leesburg, Florida

Facade Sign and Landscaping Grant

Information & Application

FAÇADE SIGNAGE AND LANDSCAPING GRANT

PURPOSE

1. The City of Leesburg's Façade, Signage and Landscaping Improvement Grant Program (FSL Grant) is a program designed to encourage private investment in visible exterior property, building and sign improvements that enhance the value of commercial/residential property; while meeting the intent and mission of the City to improve the aesthetics and ambiance of specific major corridors. The program may provide as much as \$20,000. Funds appropriated annually by the City Commission and funding shall be available on a first come first serve basis. However, the program may be subject to the availability of funds, as determined by the City Commission.
2. FSL Grants must support the goals of the City Commission and be in compliance with corresponding building signage, architectural standards and other City regulations.
3. Applicants are reminded that grant awards made are discretionary in nature and should not be considered an entitlement by the applicant. All grant criteria contained herein are guidelines for awards and successful applicants may receive any amount up to the maximum award. Should an application meet all grant criteria, a grant may or may not be awarded at the City Commission's discretion due to a number of circumstances such as funding limitations, competing applications, and/or competing priorities.

SECTION 1: ELIGIBILITY REQUIREMENTS

1. The FSL Grant Program is available to businesses and/or building owners that are located with the target districts, as specified in Exhibit "A". These districts include areas within the City's CRA boundaries that have frontage on roadways to include U.S.27, U.S. 441, Main Street, plus all properties fronting Dixie Avenue and South Street. Businesses applying for the FSL Grant must be properly licensed through the City's Occupational Licensing Division and applicants must be a permitted/conforming use within the district.
2. Applications will not be accepted from property owners (and tenants of the property owners) who are delinquent on their property taxes. Applicants must not have any outstanding code liens or code violations that cannot be remedied with this grant assistance.

SECTION 2: ELIGIBLE IMPROVEMENTS

The FSL Grant Program shall provide matching funds for exterior (street side) improvements that are consistent with and further the implementation of the Land Development Code, respective CRA Redevelopment Plans and the City Comprehensive Plan. Funds may be used for the following improvements:

1. Replacement of windows and doors;
2. Exterior painting or siding as part of an overall façade renovation program. For example, painting is an eligible expense when done in conjunction with other major exterior improvements such as roof line changes, dormers, gable.
3. New signs as part of an overall improvement program for an existing improved property and removal of existing non-conforming and blighted signs;
4. Landscaping when associated with a Façade Renovation Program, replacement of a non-conforming sign, or an overall improvement program for an existing improved property;
5. Exterior architectural amenities (e.g., addition or improvement of balconies, porches or arcades);
6. Awnings and shutters;

FAÇADE SIGNAGE AND LANDSCAPING GRANT

7. Other exterior (street-side) façade improvements (considered by the Commission on a case-by-case basis)
8. Architectural, engineering or landscape architectural services to design improvements may be funded through this program (maximum of 10% of total grant award).

****NOTE:***

This list is illustrative.

All architectural designs, materials and colors must be consistent with the historic and architectural heritage of the City of Leesburg Code of Ordinances adopted under Ordinance 16-35 Architectural Design Standards and Ordinance 03-112 Historic District Ordinance and Guidelines.

SECTION 3: NON-ELIGIBLE IMPROVEMENTS

1. The FSL Grant Program cannot be used to fund interior renovations or roof repair, other maintenance items and cannot be used to renovate a non-conforming sign, unless the sign is being brought into conformity.

Any improvements constructed or installed prior to City Council approval are noteligible.

SECTION 4: AVAILABLE FUNDING AND MATCHING REQUIREMENT

1. The City shall fund this program from various sources to include, the Downtown Leesburg CRA; 441/27 CRA; Carver Heights CRA; and the General Fund. It is anticipated that 3-5 projects per year will receive funding; however, if additional funding is available, more funding cycles may be considered.
2. All sign and landscaping grants shall be funded 80% by the City and 20% by the applicant. The City's portion shall not exceed \$20,000 for sign and landscaping grants. For sign, landscaping and façade grants, or façade grant only, 80% shall be funded by the City and 20% by the applicant. The City's portion shall not exceed \$20,000.

SECTION 5: APPLICATION PROCESS AND DEADLINE

1. Applications will be accepted on a first come, first served basis.
2. As long as the FSL Grant Program is funded, there will be an annual grant cycle commencing on October 1 each year. All applications for funding shall be due on November 15 or the next immediate workday if the day is a holiday or weekend. Other grant cycles may be considered by the City as funding allows.
3. Application deadlines may change if funding levels permit additional grant cycles. In that case, the City will announce an additional cycle with an opening and closing application deadline.
4. The following application process shall be used for all grant applications submitted under this section:

- (1) The applicant receives an FSL Grant Program Application. Application forms are available in the following locations:

FAÇADE SIGNAGE AND LANDSCAPING GRANT

- a. City Hall – 501 West Meadow Street;
 - b. Planning and Zoning Department - 204 South Fifth Street;
 - c. The Leesburg Area Chamber of Commerce- 1195 W Magnolia St.; and
 - d. The City of Leesburg website: www.leesburgflorida.gov.
- (2) The applicant completes the application and submits it to the City for review and consistency with the CRA Redevelopment Plan, the Land Development Code, and any other applicable plans. The application package includes the following:
- a. Completed application;
 - b. Proof of ownership of the property;
 - c. Proof of paid property taxes (current and prior years);
 - d. Copy of an estimate for the work to be completed
 - e. Photos of area to be improved.
 - f. Other information as needed to ensure all proposed work will be performed to meet the guidelines herein.

The applicant is responsible for all building and other permits and fees associated with the proposed project.

Applicants must submit a complete application and all supporting materials in accordance with the instructions in this packet. Incomplete applications are not eligible for review or approval.

- (3) The FSL Committee will review the applications according to the program selection criteria and shall score the grant application based upon the FSL grant criteria established herein. The FSL Committee shall forward a recommendation to the City Commission for final grant consideration. The Commission shall approve, approve with modifications or deny the funding application.
- The FSL Committee consists of three (3) individuals, including the City Manager or Deputy City Manager, the Planning and Zoning Manager, and the Housing Director.
- (4) The City Commission shall have sole authority to award FSL grants. If a grant application is denied, the applicant may reapply during the next funding cycle. The Commission's decision shall be final.

Please note that applications must be reviewed and approved before façade, sign or landscaping construction work begins. Grants will not be awarded to improvement projects that are under construction or completed prior to grant application.

FAÇADE SIGNAGE AND LANDSCAPING GRANT

- (5) For approved grant projects, prior to construction of improvements, the applicant must submit and receive applicable building and other regulatory permits.

The City of Leesburg is required to file informational returns (Form 1099-G) for individuals and entities receiving grants from the City. This information is confidential and will only be used for informational return reporting purposes. Grant recipients must sign and return a W9 form to the City before funds can be distributed.

- (6) Upon completion of the improvements, final inspection and approval by the City and issuance of a certificate of occupancy (if applicable), the applicant submits a "reimbursement package" to the City which includes the following:

- a. Completed reimbursement form (provided by the City);
- b. Copies of applicable invoices or receipts;
- c. Proof of payment for improvements; and,
- d. Before/After photos of the improvements.
- e. Other information as needed by staff to ensure that the project was completed per the requirements herein.

Approved Applicants will receive grant funds after the project is completed and all associated costs have been paid. Upon completion of approved work, in order to receive grant payment, the applicant must submit documentation of work completed and proof of payment. It is the responsibility of the award recipient to maintain proper documentation of funds expended in the course of completing the improvement project. Release of funds is subject to submission, review and approval of this documentation. All improvements must be completed essentially as presented to the City Commission in order to receive payment.

Acceptable documentation is defined as PAID invoices/statements and/or schedule of values from vendors clearly detailing the work done, accompanied by copies of the cancelled check(s) showing payment accompanied by a vendor invoice.

- (7) If the project is not completed, is not approved at its final inspection, or does not receive its certificate of occupancy (if applicable) within one year of award, the grant award shall expire and the applicant shall not receive pledged funds. The applicant may request a six-month extension. Only the Commission Extensions shall be granted

SECTION 6: RECURRING FSL GRANT APPLICATIONS

FSL grant applications will not be considered if the single building/property under the same ownership has received maximum grant funds (\$15,000) within two previous fiscal years. Additionally, points will be awarded to first time applicants and/or applicants that have not previously received a grant in the past two years.

SECTION 7: FLS GRANT IMPROVEMENT RANKING CRITERIA

FACADE SIGNAGE AND LANDSCAPING GRANT

The following selection criteria may be used to review and rate applications for the FSL Improvement Grant Program. Criteria are derived from the goals and objectives of the City's adopted Redevelopment Plan(s), as well as the City's adopted Comprehensive Plan. Criteria are weighted with a maximum score of 100 points.

1. ***Streetscape Aesthetics and Functionality and Quality of Design*** (Up to 30 Points) – Degree to which the proposed project enhances the streetscapes of Leesburg, including the addition or enhancement of display windows, awnings, landscaping, handicapped accessibility and architectural amenities such as arcades, balconies and porches. Points are awarded for achieving the goals of the Redevelopment District, the Comprehensive Plan and remedying non-conformities.
2. ***Conformity to City Regulations and Redevelopment Goals*** (Up to 25 Points) – Degree to which the proposed project promotes the character of Leesburg and promotes redevelopment goals through the use of urban design principles, site design, architecture, materials, color, landscaping and other visual elements.
3. ***Removal of Slum and Blight and Positive Impact to Neighborhood*** (Up to 25 Points) – Degree to which the proposed project upgrades or eliminates substandard structures, code violations and/or eliminates non-conforming uses, as well as achieving the redevelopment goals of the City of Leesburg.
4. ***Historic Preservation and Materials*** (Up to 15 Points) – Degree to which the proposed project promotes the historic character of Leesburg, through historic preservation, adaptive re-use of historic structures, site design, architecture, materials, landscaping and other visual and physical amenities.
5. ***Previous Grant Assistance*** (Up to 5 Points) – Applicants who have not been awarded the grant in the previous two years are eligible for five (5) points.

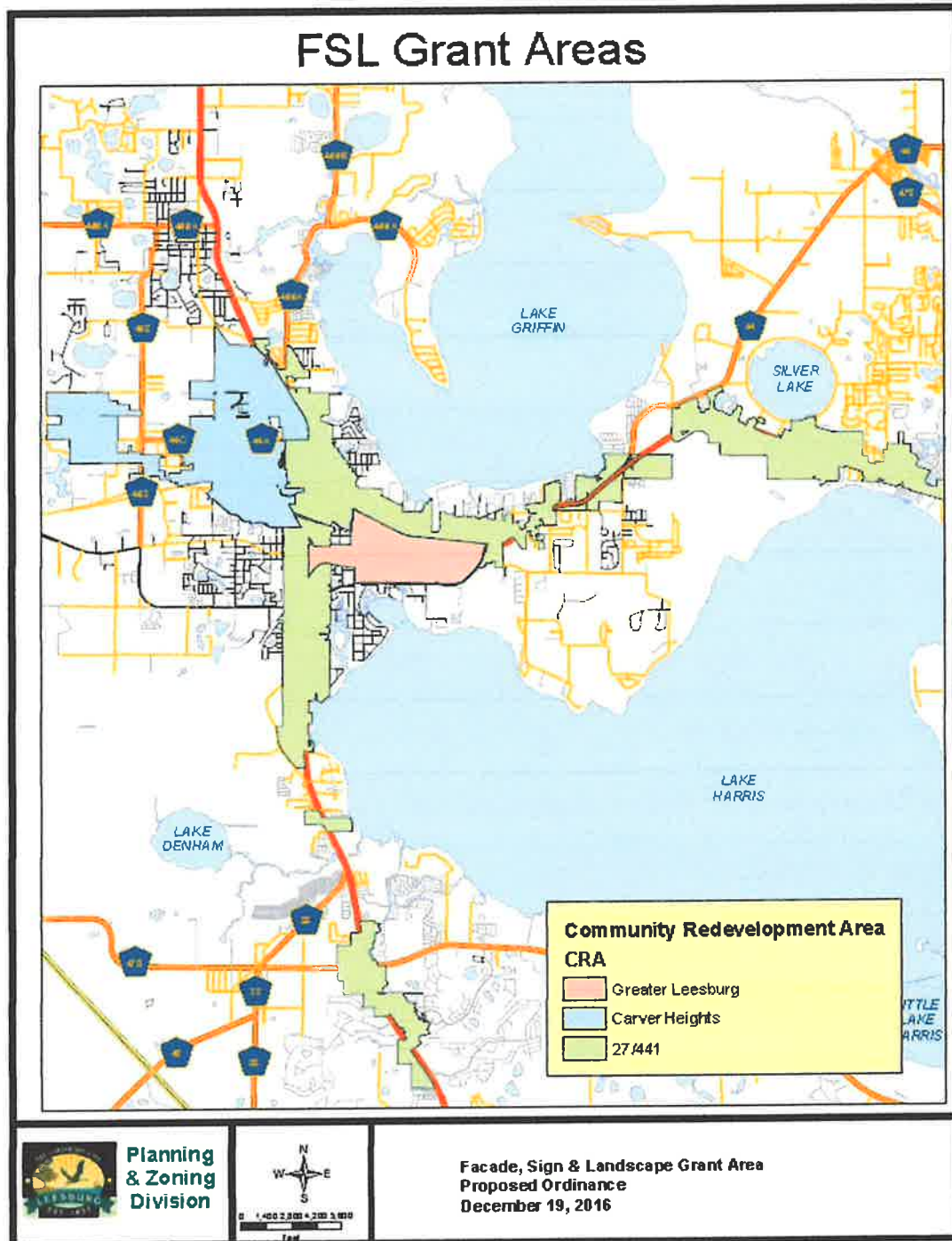
DISCLAIMER:

Neither the City of Leesburg, nor its affiliates, shall be responsible for planning, design, or construction of improvements to property owned by the applicant. No warranties or guarantees expressed or implied by the description of, application for, or participation in the Façade, Signage and Landscaping Improvement Grant Program. The applicant is advised to consult with licensed architects, engineers, or building contractors before proceeding with final plans for construction.

FAÇADE SIGNAGE AND LANDSCAPING GRANT

MAP OF CRA BOUNDARY

FSL Grant Areas



FACADE SIGNAGE AND LANDSCAPING GRANT

FACADE IMPROVEMENT GRANT PROGRAM

1. Project Location:

Address of Property to be improved:

1307/1309 W. Main St. Leesburg 34748

Assessor Parcel Number(s): 26-19-24-3900-035-00000

Name of Business(es) in Project

Graham Automotive Supply, Inc (NAPA Auto Parts)

Building Frontage Measurement of Project:

2. Applicant Information:

Name: Graham Automotive Supply

Mailing Address: 1309 W. Main St.

City: Leesburg State: FL Zip: 34748

Phone: 352-787-3535

Email: jeff@grahamautosupply.com

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

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

3. Businesses or Services Offered on Site:

Auto Parts Retail Sales

4. Description of Proposed Improvements:

Update exterior signage and exterior paint

FACADE SIGNAGE AND LANDSCAPING GRANT

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

New lighted signage and exterior painting will significantly enhance the appeal of our store which is on Main street at the entrance of Leesburg's overlay district. It will increase visibility and attract more customers to the downtown area, boosting our local economy.

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
- ☐ NA 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 | _____ \$13,800.00 |
| c. | Signage | _____ \$17,818.70 |
| d. | Exterior Lighting | _____ \$965.00 |
| 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. | _____ | _____ |

TOTAL ESTIMATED COST: \$32,583.70

Estimated Days/Months for Completion 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: _____



DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
2023 Paid Real Estate

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619243900-035-00000		1264634	00L1

DISTERHAUPT INC
119 SW 101ST CT
GAINESVILLE, FL 32607

1307 W MAIN ST

LEESBURG FROM NE COR LOT 1 BLK 20 RUN
W 10 FT TO THE INTERSECTION OF THE W
R/W OF 12TH ST AS NOW EXIST AND THE S
R/W OF MAIN ST RUN S'LY ALON
See Additional Legal on Tax Roll



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	469,750	0	469,750	5.0364	2,365.85
AMBULANCE MSTU	469,750	0	469,750	0.4629	217.45
ENVIRON LAND PURCHASE	469,750	0	469,750	0.0918	43.12
WATER AUTHORITY	469,750	0	469,750	0.2940	138.11
PUBLIC SCHOOLS					
BY STATE LAW	508,846	0	508,846	3.2080	1,632.38
BY LOCAL BOARD	508,846	0	508,846	2.9980	1,525.52
CITY OF LEESBURG	469,750	0	469,750	3.4752	1,632.48
ST JOHNS WATER MGMT	469,750	0	469,750	0.1793	84.23
N LAKE CNTY HOSP	469,750	0	469,750	0.1500	70.46
TOTAL:				15.8956	\$7,709.60

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
F100 LEESBURG FIRE, NON-RES		319.12
NON-AD VALOREM ASSESSMENTS:		\$319.12

COMBINED TAXES AND ASSESSMENTS: \$8,028.72

If Paid By	Nov 30, 2023
Please Pay	\$0.00

Paid 11/28/2023 Receipt # 2023-00220333 \$7,707.57

DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
2023 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, 2023
Please Pay	\$0.00

1307 W MAIN ST

DISTERHAUPT INC
119 SW 101ST CT
GAINESVILLE, FL 32607

LEESBURG FROM NE COR LOT 1 BLK 20 RUN
W 10 FT TO THE INTERSECTION OF THE W R/W
OF 12TH ST AS NOW EXIST AND THE S R/W OF
MAIN ST RUN S'LY ALON
See Additional Legal on Tax Roll

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619243900-035-00000		1264634	00L1

Paid 11/28/2023 Receipt # 2023-00220333 \$7,707.57





1491 Hwy 115 W
Bunkie, Louisiana 71322
Phone: [225-775-7400]
Fax: [678-868-2047]
Prepared by: [Katie Summers]

DATE:	9/1/2024
QUOTE #	114846404R3
Customer ID	
Valid Until:	10/1/2024

Customer
Genuine Parts Company
4920 Avalon Ridge Parkway
Suite # 100
Norcross, GA 30071

Location
1309 W Main St
Leesburg, FL

DESCRIPTION	UNIT	AMOUNT
MFG: (1) 4'-6" NAPA Bolt with Letterset Reading Auto Parts LED Illuminated Mounted on a raceway		6,506.95
MFG: (2) Replacement ACM Panels reading NAPA Auto Parts		2,142.00
Building Signs: Remove Existing Wall Sign on Front Elevation. Properly Seal All Holes Install: (1) 4'-6" NAPA Bolt with Letterset Reading Auto Parts LED Illuminated Mounted on a raceway		
Road Sign: Remove Existing Faces & Install (2) New Replacement faces for non illuminated cabinet Legally Dispose of Removed Signage off-site Paint Pole & Cabinet NAPA Blue Total to Complete Removal & Installation of Signage *PRIMARY ELECTRICAL MUST BE COMPLETED BY LICENSED ELECTRICIAN- NOT INCLUDED IN QUOTE *Labor & Materials to install Photo Cell/Timer for Signage NOT Included in quote (*See Note)		5,294.75
Survey: COMPLETED		425.00
Permit: At Cost- ESTIMATED- ACTUAL COST TO BE CALCULATED ON FINAL INVOICE		550.00
Acquisition Time: ESTIMATED- ACTUAL COST TO BE CALCULATED ON FINAL INVOICE		650.00
Freight/Crating:- ESTIMATED- ACTUAL COST TO BE CALCULATED ON FINAL INVOICE		2,250.00
Engineer Drawings (if Required): Extra	495	
Installation Quote Includes (5) Year Product & (1) Year Labor Warranty **Note: Signage must be on a photo cell/timer to otherwise Product warranty will be void		
Subtotal		\$ 17,818.70

TERMS AND CONDITIONS
1. Customer to pay all local and state sales tax
2. Service Work is Not Included in Quote
3. Engineer Drawings Are Not Included in Quote
4. Painting & Patching of Building Fascia are not included in Quote
5. Final Electrical Hook Up is Not Provided in Quote
6. Quote is Subject to Change Depending Upon a Completed Survey
7. Quote is Valid for 30 Days. Illumatech reserves the right to withdraw quote and to correct clerical or mathematical errors at any time.
8. Quote is Subject to Change Pending City Approval

If you have any questions about this price quote, please contact
Katie Summers
225-775-7400
katie@illumatechsigns.com

Customer Approval _____ Date _____

ILLUMATECH, INC.

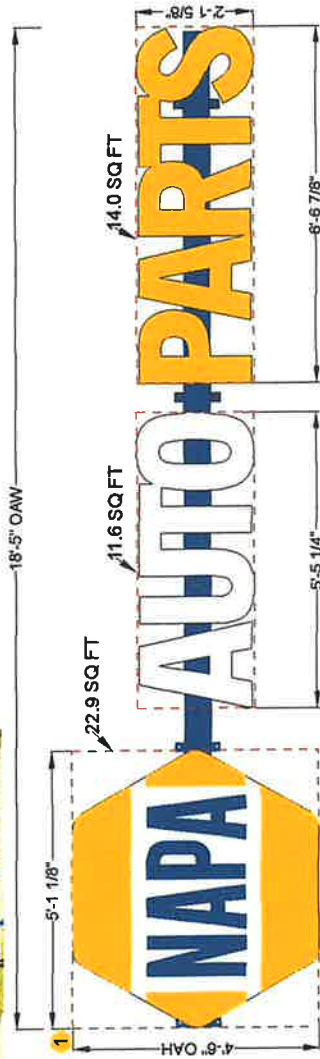
1491 Hwy. 115 M. Burnie, LA 71322

T 770-928-3555 F 678-968-2047

SIGNS & LIGHTING



EXISTING SIGN



PROPOSED SIGN



Sign & Lighting Maintenance
LED Sign Lighting
Parking Lot Light Maintenance
Sign Maintenance and Conversion
Sign Construction & Engineering
Sign Replacement & Erection
Replacement Faces



This is an original drawing created by Illumatech, Inc. It is submitted for your personal use; however, it shall at ALL times remain the property of Illumatech, Inc. It may only be used in connection with the project being planned for you by Illumatech, Inc. You are NOT authorized to show these drawings to anyone outside of your organization, nor are they to be reproduced, used, copied or exhibited in any other fashion.

CLIENT	NAPA
LOCATION	LEESBURG, FL
PURPOSE	CONCEPTUAL - FOR APPROVAL
SALES REP	
FILE NAME	
DESIGNER	ATD
DATE	9-5-24
APPROVAL	
SCALE	
PAGE #	
NOTES	

Description: FRONT ELEVATION - 4'-6" BOLT WITH LETTERS MOUNTED ON A RACEWAY PROPOSAL

Location: 1309 W MAIN ST. LEESBURG, FL

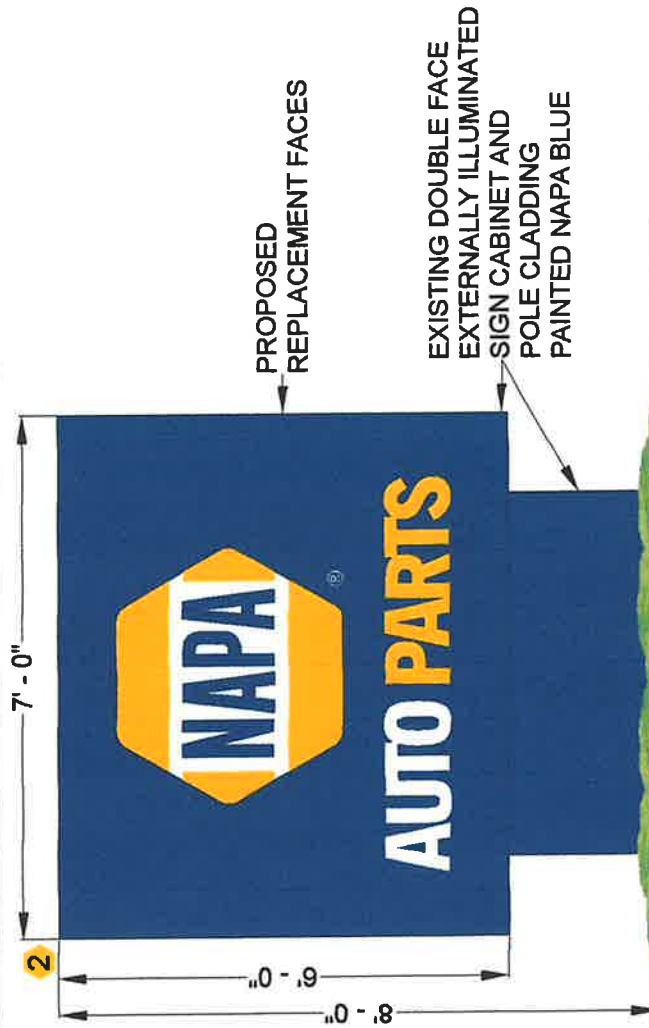


- Sign & Lighting Maintenance
- LED Sign Lighting
- Parking Lot Light Maintenance
- Sign Maintenance and Conversion
- Sign Construction & Engineering
- Sign Replacement & Erection
- Replacement Faces



AUTO PARTS

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EXISTING SIGN



PROPOSED REPLACEMENT FACES



CLIENT	NAPA
LOCATION	LEESBURG, FL
PURPOSE	CONCEPTUAL - FOR APPROVAL
SALES REP	
FILENAME	
DESIGNER	ATD
DATE	9-5-24
APPROVAL	
SCALE	
PAGE #	
NOTES	



Dalton & Owens

Commercial & Residential Electric Services

Scott A. Stewart, Service Manager
PO Box 491672
Leesburg, FL 34749-1672
LICENSE # EC13002080

e-mail: scotts@daltonowens.com

Telephone (352) 787-1566
Fax (352) 326-5893

November 20, 2023

Bid Confirmation and Scope of Work

For: Graham Auto Supply Attn.: Jeff

Power to Sign @ 1309 W. Main St. Leesburg, FL

Scope of Work:

- Install 20 amp, 120 volt power supply from breaker panel to backlit sign, at North façade of building.
- Provide time clock, adjacent to breaker panel to control power to sign.
- Provide City of Leesburg permit.

Total cost for project listed above

\$ 965.00

Nine Hundred Sixty-Five Dollars



Licensed

PROPOSAL GRUE

Painting Services, Inc.

"Serving Lake County's Business Community Since 1989"

352-323-8805

Email: ContactUs@GruePainting.com

Specializing in:

- RECONDITION
- RECOAT & WATERPROOFING
- Drywall / Stucco / Woodwork Repairs

Insured

3/25/2024

Date

Proposal Submitted To: Graham Automotive Supply, Inc.	Job name: Leesburg store.
Address: 1309 W Main St.	Phone: 904-472-9318
City- State - Zip: Leesburg, FL 34748	Fax #:
	Email Address: jeff@grahamautosupply.com

We hereby submit specifications and estimates for: 1. Preparation and painting of main st. and front side of building. Pressure clean with chlorine, caulk cracks and door jamb. Apply masonry sealer/primer and finish coating of premium grade satin finish exterior paint. Sand and apply oil based gloss enamel on all railings. Colors as specified.
2. Preparation and painting back walls all gray (Same as item 1.)

We propose hereby to furnish material and labor – complete in accordance with the above specifications for the sum of: \$ 1. \$8,900.00 2. \$4,900.00 \$13,800 TOTAL Dollars
with payment to be made as follows: Draws toward completion.

Any alterations or deviations from above specifications involving extra cost will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully

Submitted: Jay Grue

Note - this proposal may be withdrawn by us if not accepted within 60 days.

ACCEPTANCE OF PROPOSAL

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

Date of Acceptance: _____

Signature: _____

Share your Experience about our services, Leave a Review



Mystic Ice Cream 314 W. Main St.

FACADE SIGNAGE AND LANDSCAPING GRANT



SGA-24-384

City of Leesburg, Florida

Facade Sign and Landscaping Grant

Information & Application

FAÇADE SIGNAGE AND LANDSCAPING GRANT**FAÇADE IMPROVEMENT GRANT PROGRAM****1. Project Location:**

Address of Property to be improved:

314 West Main StreetAssessor Parcel Number(s): 26-19-24-2600-000-00700

Name of Business(es) in Project

Mystic Ice CreamBuilding Frontage Measurement of Project: 96 Square Feet**2. Applicant Information:**Name: Darrell DayMailing Address: 1716 Madison LaneCity: The Villages State: FL Zip: 32162Phone: 727-483-2835Email: darrell.mysticicecream@gmail.comDo you Own, Rent or Lease the subject property? Rent*If you are not the owner, the owner will need to co-sign this application.**3. Businesses or Services Offered on Site:**

1) We are an ice cream shop offering 32 flavors of homemade ice cream.

2) In addition, we'd like to replace the ^{faled, worn,} torn and ancient fabric awning on the front of the building.**4. Description of Proposed Improvements:**

1) We are preparing to add a beautiful mural that will add character to the side of the building on 4th street (and Main). In addition, it will bring traffic to our unique business.

2) A new awning will brighten the facade for all of our guests AND will be an appealing attraction for the new businesses coming to town!

Page 7 of 10

FAÇADE SIGNAGE AND LANDSCAPING GRANT

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

The efforts being made here include, but are not limited to, the use of "catchy" artwork that features a "hippy van" headed to the ice cream shop (representative of the trendy nature of downtown Leesburg), colors that accent the building's place on the corner of 4th and Main, and historically respectful creation and production.

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. Mural Materials (paint, sealer) \$2,000.00
- l. Labor (2 artists) \$2,500.00
- m. _____

TOTAL ESTIMATED COST: \$4,500.00

Estimated Days/Months for Completion 3-5 days

8. Signatures

Signed Thomas Frost Apr 13, 2022

Signed: Darrell Day

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

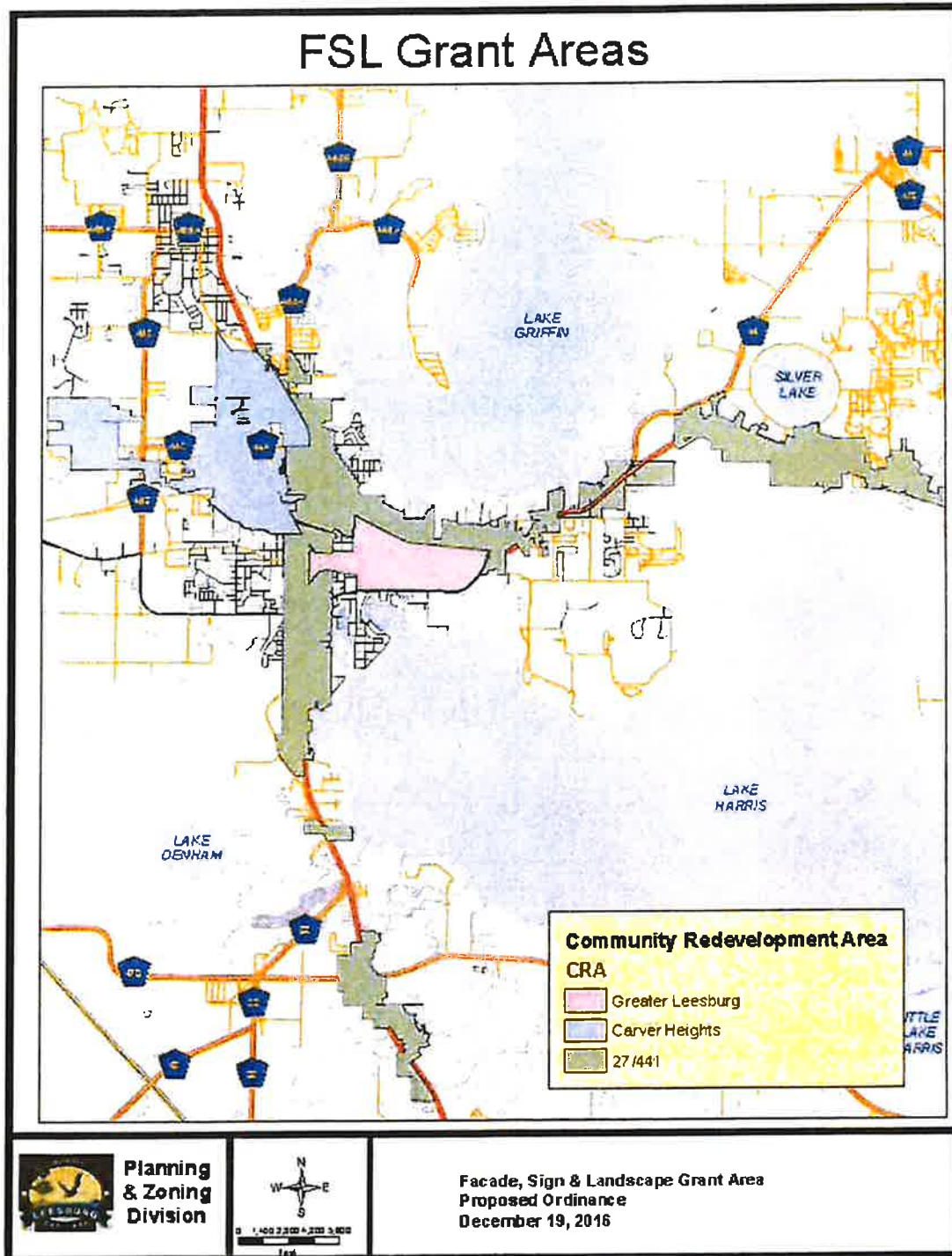
Amount Received: _____

Date Reviewed: _____

Recommendation to CRA: _____

Action by CRA: _____

MAP OF CRA BOUNDARY



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
2619242600-000-00700		1343844	00L1

TGRJR LLC
5650 MARION COUNTY RD
LADY LAKE, FL 32159

310 WEST MAIN ST

LEESBURG, NORTH OF MAIN ST SUB LOT 7
PB 2 PG 19ORB 5095 PG 1331**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	385,465	0	385,465	5.0529	1,947.72
AMBULANCE MSTU	385,465	0	385,465	0.4629	178.43
ENVIRON LAND PURCHASE	385,465	0	385,465	0.0918	35.39
PUBLIC SCHOOLS					
BY STATE LAW	385,465	0	385,465	3.5940	1,385.36
BY LOCAL BOARD	385,465	0	385,465	2.9980	1,155.62
CITY OF LEESBURG	385,465	0	385,465	4.0192	1,549.26
ST JOHNS WATER MGMT	385,465	0	385,465	0.2189	84.38
LAKE CO WATER AUTH	385,465	0	385,465	0.3229	124.47
N LAKE CNTY HOSP	0	0	0	0.0000	0.00
TOTAL:				16.7606	\$6,460.63

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
F100 LEESBURG FIRE, NON-RES		529.20
NON-AD VALOREM ASSESSMENTS:		\$529.20

COMBINED TAXES AND ASSESSMENTS: \$6,989.83

If Paid By	Mar 31, 2022
Please Pay	\$0.00

Paid 03/31/2022 Receipt # 2021-00403435 \$6,989.83

DAVID W. JORDAN**NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS**

LAKE COUNTY TAX COLLECTOR

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	Mar 31, 2022
Please Pay	\$0.00

310 WEST MAIN ST

TGRJR LLC
5650 MARION COUNTY RD
LADY LAKE, FL 32159LEESBURG, NORTH OF MAIN ST SUB LOT 7 PB
2 PG 19ORB 5095 PG 1331

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
2619242600-000-00700		1343844	00L1

Paid 03/31/2022 Receipt # 2021-00403435 \$6,989.83





Photo ▾

Done

★ Business name will NOT appear in mural
but we will apply for a small sign
permit down the road. Also on the Keyboard
figure does ~~not~~ not appear completed on the
photo below. It WILL be black and white.









EXHIBIT A**RECOMMENDED FUNDING FSL GRANTS IN GLCRA 2025**

Project #	Project Name	Improvements	General Location	CRA	REC FUNDING
SGA-24-357	NAPA Auto Parts	Signage, Painting, Lighting	1307/1309 W. Main St	GLCRA	\$16,291.85
SGA-24-384	Mystic Ice Cream	Mural	314 W. Main St	GLCRA	\$2,960.00

TOTAL = \$19,251.85