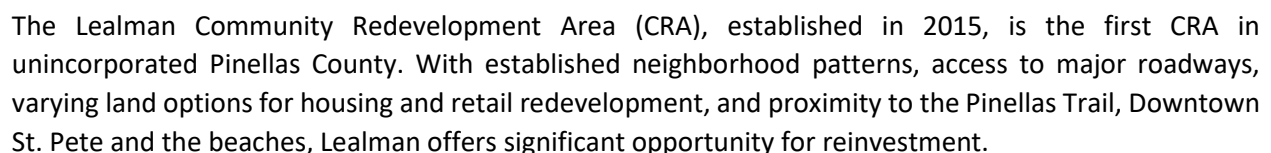




The Pinellas Board of County Commissioners (Board) created the first Community Redevelopment Area (CRA) in the unincorporated jurisdictional boundary areas in Lealman via [Resolution 15-62](#), which directed five associated actions:

1. Finding that conditions of blight exist within the Lealman area;
2. Establishing the Lealman study area as the Lealman CRA;
3. Declaring the need for a Community Redevelopment Agency;
4. Providing authorization to proceed with preparation of the Lealman Redevelopment Plan; and
5. Directing the creation of the Lealman Community Redevelopment Area Advisory Committee.

- [Ordinance 15-29](#) - Established the Pinellas County Board of County Commissioners as the Community Redevelopment Agency (Agency);
- [Ordinance 16-35](#) - Established the Lealman Trust Fund, appropriated TIF revenues for the Lealman CRA and provides criteria for a mid-term assessment for continued funding;
- [Resolution 16-40](#) - Approved [Lealman CRA Plan](#) specifying the use of TIF;
- [Resolution 19-10](#) - Delegated certain approval authority to the County Administrator, or his/her designee, in furtherance of implementing the Plan, including the ability to approve and execute any and all contracts that involve the receipt or payment or by the Agency of amounts not to exceed \$250,000 in a fiscal, contract, or calendar year.





Guiding Redevelopment Principles of the Lealman CRA Plan

The Lealman CRA Plan calls for improving the quality of life for all Lealman residents and supporting a dynamic and diverse community where people of all ages, ethnicities, and incomes have opportunities to find quality housing, jobs, goods, services, and cultural amenities. The Plan outlines the following objectives to accomplish these goals:

- **Objective 1 – Economic Development and Innovation**

Ultimately, the CRA's redevelopment goal is to become economically and socially self-sustaining in the long term. To accomplish this, the CRA will support economic development to increase employment levels, raise the tax base, and improve the standard of living in Lealman through infrastructure improvements and investments in human capital (i.e., workforce development and educational programs).

- **Objective 2 – Commercial**

The CRA will cultivate and support commercial activity to support the residential base by identifying opportunities to improve the commercial building stock, support existing businesses, and attract a diverse mix of industries such as retail, professional services, and other commercial uses.

- **Objective 3 – Housing**

The CRA will improve the residential building stock to provide safe, well-designed, high-quality housing at both market-rate and workforce price points. The CRA will also support infill housing reinvestment to create a diverse housing stock with livable, quality options for renters and homeowners.

- **Objective 4 – Infrastructure and Transportation**

Current infrastructure and transportation systems were identified as either deficient or non-existent in portions of the CRA, which creates significant obstacles in attracting or accommodating infill and redevelopment. Improvements are required to meet adequate utility, and infrastructure demands across the CRA to achieve equity of services with the rest of the County, mitigate blighted conditions, accommodate economic development, and make the CRA more attractive for reinvestment.

- **Objective 5 – Urban Form**

Visual characteristics of the built environment offer the first impression of the overall quality of life in a community. In this way both the public realm and private properties contribute to the CRA's ability to attract new investment. Urban Form investments include implementing Complete Streets initiatives to provide interconnected, walkable streets and blocks, provide street trees, sidewalks, decorative lighting fixtures, and other elements that improve both the functionality and aesthetics of corridors, as well as supporting public art and other cultural amenities.

- **Objective 6 – Healthy Community**

Healthy Community objectives include taking measures to reduce crime, medical and fire incidents. Improvements to the overall built environment can provide an opportunity to engage citizens and renew a sense of community pride.

- **Objective 7 – Sustainability**

Attention to the social, economic, and environmental wellbeing of Lealman is critical to ensuring the CRA's investments will promote long-term sustainability. Green building practices (e.g., environmentally sensitive design, low impact development, etc.) that will protect and enhance Lealman's rich environmental resources, as well as projects and programs that will reduce



maintenance and operating expenses for homeowner and business owners' properties are all examples of investments supporting sustainability.

- **Objective 8 – Branding, Marketing and Promotion**

The CRA will develop the community's brand, and market and promote it through initiatives and projects can help catalyze additional investment, create a sense of place, and celebrate community pride.

- **Objective 9 – Funding, Financing, and Management**

The funding and financing portion of this plan calls for creative, efficient, and equitable funding and financing mechanisms to implement the Plan fully. While Tax Increment Financing (TIF) is Lealman's primary funding source for redevelopment initiatives, the CRA will identify and pursue initiatives that have the potential to bring about the greatest impact in transforming the area and stimulate private investment.

FY24 Financial Audit

Beginning in 2019, all Community Redevelopment Agencies are required to have an independent audit of their financial statements and for compliance with Sections 163.387(6) and (7), Florida Statutes. The purpose of the audit is to ensure the financial statements fairly present, in all material respects, the respective financial position of the Pinellas County Community Redevelopment Agency (Agency) and to ensure expenditures are only for CRA undertakings as described in the Agency's CRA plan, and pursuant to the Agency's CRA adopted budget. MSL Certified Public Accounts audit has concluded, as in each year prior, full compliance with no findings with the requirements specified above. The FY24 audit report was included on the May 20, 2025 Board of County Commission Meeting Agenda and is also included in the FY 2026 Workplan Adoption agenda item.

FY26 Proposed Budget & FY25 Estimate

Revenues	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY25 Estimate	FY26 Request	Budget to Budget Change	Budget to Budget % Change
Fund Balance	3,793,598	5,048,257	6,010,800	7,548,530	8,724,000	10,197,010	2,648,480	35%
Taxes	2,148,762	2,872,087	3,921,202	4,814,440	4,474,150	5,095,200	280,760	6%
Interest Earnings	(76,367)	190,150	452,906	286,840	286,840	283,390	(3,450)	-1%
Other Misc Revenues/Transfers	0	70,476	70,111	70,000	70,000	0	(70,000)	-100%
Revenues Total	5,865,993	8,180,970	10,455,019	12,719,810	13,554,990	15,575,600	2,855,790	22%



Expenditures	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budget	FY25 Estimate	FY26 Request	Budget to Budget Change	Budget to Budget % Change
Personnel Services	160,329	381,224	347,987	421,520	403,450	567,130	145,610	35%
Operating Expenses	305,588	469,141	448,342	1,477,800	1,244,530	2,330,570	852,770	58%
Capital Outlay	213,320	560,152	275,388	900,000	1,100,000	11,907,900	11,007,900	1223%
Grants and Aides	138,499	759,652	658,175	9,920,490	610,000	770,000	(9,150,490)	-92%
Expenditure Total	817,736	2,170,169	1,729,892	12,719,810	3,357,980	15,575,600	2,855,790	22%

FY26 Proposed Programs & Projects

The following pages contain descriptions, and the status of the programs and projects included in the FY25 Lealman CRA Work Plan funded with CRA Tax Increment Financing (TIF).

The FY26 proposed Lealman CRA Work Plan in a table format is included as Appendix A to this report. They are presented here for approval of the not-to-exceed budget estimate shown. The table also includes the specific TIF funding source –the Countywide or local MSTU TIF.

The proposed FY26 CRA Budget Priorities have been discussed and reviewed by the CRA Advisory Committee at the February 26, 2025, meeting and then the proposed Workplan was discussed at the March 19, 2025, meeting where the committee expressed general agreement with the plan.



Project Name	Lealman CRA Alley Program
Primary & Secondary Objective Served	Objective 5 – Urban Form, Objective 6 – Infrastructure and Transportation
County-Wide or MSTU TIF	County-wide TIF
New or Existing Project/Program	Existing
Project Location	CRA-wide
Project Description	The FY21 Alleyway Action Plan analyzed the conditions of the 176 total alleyways in the CRA and identified strategies to improve them. In FY22, staff issued an Invitation to Bid procurement process to maintain alleys that had previously been identified as clear (94) and to begin clearing alleys that were classified as semi-clear (51) and completely obstructed (31). Currently, the County is in a 3-year contract with J & J Diversified that was effective March 2024. We are actively working towards getting all 176 alleys cleared over the next 2 years.
Project Status	Progress: A total of 153 alleys are clear or traversable maintained monthly; leaving 23 alleys with clearing work remaining. Some obstructed alleys have been encroached upon by the adjacent property owners. We will work with those property owners individually. The alleys that are traversable have any illegally dumped debris removed and are mowed 14 times per year, once a month, except for July and August, when they are mowed twice a month.
Department Managing Project	CRA
Project Manager	Cameron Ehmig, CRA Specialist
FY25 Approved Funding	\$200,000
FY26 Proposed Funding	\$140,000





Project Name	Residential Improvement Program (RIP)
Primary & Secondary Objective Served	Objective 3 – Housing, Objective 5 – Urban Form
County-Wide or MSTU TIF	MSTU TIF
New or Existing Project/Program	Existing
Project Location	CRA-wide
Project Description	The existing grant program provides up to \$15,000 for façade improvements for homeowners whose earnings are 120% or less of the Area Median Income (AMI). The County Commission approved updates to the program to include a sliding matching grant from resident that is dependent on their income level. (See Appendix C for grant program guidelines.)
Project Status	As of end of July 2025, there have been 19 approved applications totaling \$234,788 that are pending a contract or paid. Payments total \$122,528 to include last year and prior years grant contracts.
Department Managing Project	CRA
Project Manager	Cameron Ehmgig, CRA Specialist
FY25 Approved Funding	\$300,000
FY26 Proposed Funding	\$370,000





Project Name	Commercial Improvement Program (CIP)
Primary & Secondary Objective Served	Objective 2 – Commercial, Objective 1 – Economic Development and Innovation
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	Existing
Project Location	CRA-wide
Project Description	The existing grant program provided matching grants for interior and exterior building and site improvements for commercial properties. Matching funds available up to \$40,000. The CRA staff and committee are working on proposed updates to this grant program in FY 2026. (See Appendix D for grant program guidelines.)
Project Status	As of end of July 2025, there have been 4 applications approved applications that are pending a contract or paid. Total payments \$183,465 to include this year and prior years grant contracts.
Department Managing Project	CRA
Project Manager	Cameron Ehmig, CRA Specialist
FY25 Approved Funding	\$240,000
FY26 Proposed Funding	\$300,000



Commercial CRA Grant Recipient – Friends of Strays



Project Name	Home Investment Program (HIP)
Primary & Secondary Objective Served	Objective 3 – Housing, Objective 9 – Funding, Financing, and Management
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Program	Existing – Extended June 25 for an additional 2-year period
Project Location	CRA-wide
Project Description	<p>After a Letter of Interest procurement process, Habitat for Humanity of Pinellas and West Pasco was selected to administer the HIP with a 3-year contract commencing June 2022, last year the contract was amended to allow for a 2-year extension.</p> <p>The HIP provides Habitat a hard construction cost subsidy of \$20,000 for each house developed; and up to \$40,000 toward land acquisition costs for a total investment per property of up to \$60,000.</p>
Project Status	At 3 years of their contract, Habitat for Humanity constructed 36 new single-family homes that were sold to families earning less than 80% of the Area Median Income (AMI) for a total CRA investment of \$1,050,000. These homes average an appraised value of \$350k and \$375k, resulting in approximately \$12.6M in residential tax base value.
Department Managing Project	CRA
Project Manager	Amy Davis
FY25 Approved Funding	\$1,500,000 (first 3-year period)
FY25 Proposed Funding	\$1,000,000 (additional funding for an additional 2-year period)



*Habitat for Humanity for Pinellas and West Pasco Greenway
Habitat homes in the Lealman CRA.*





Project Name	Lealman CRA Public Art Program
Primary & Secondary Objective Served	Objective 5 – Urban Form, Objective 1 – Economic Development and Innovation
County-Wide or MSTU TIF	MSTU TIF
New or Existing Project/Program	Existing
Project Location	CRA-wide
Project Description	Partnership with Creative Pinellas to administer and manage the installation of public art within the CRA on public or private property.
Project Status	Completed: This year's projects were 2 murals and 3 utility box wraps completed by June 2025 with a ribbon-cutting held on July 7 th .
Department Managing Project	CRA
Project Manager	Felix Nunez, CRA Coordinator
FY25 Approved Funding	\$50,000
FY26 Proposed Funding	\$50,000

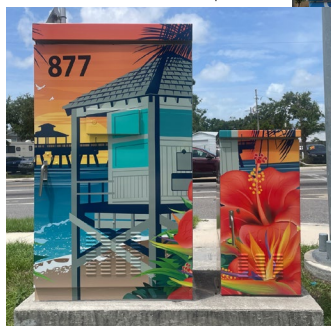
Muralist: Ashley Cassens



Muralist: Satnamananda



62nd Ave & Hains Rd. ↓



54th Ave & Hains Rd. ↑

49th St & 58th Ave N →





Project Name	Lealman Exchange Strategic Plan Implementation
Primary & Secondary Objective Served	Objective 7 – Sustainability, Objective 9 – Funding, Financing, and Management
County or MSTU TIF	MSTU
New or Existing Project/Program	Existing
Project Location	Lealman Exchange
Project Description	Public/Private Partnership with St. Petersburg Foundation (SPF) to manage and operate the facility consistent with the Lealman Exchange strategic plan. The plan calls for supporting economic empowerment, educational advancement, health and wellness, character, leadership, and community connectivity through a Collective Impact model. The Community Foundation of Tampa Bay has recently pledged \$100,000/yr for 2 years to support the effort.
Project Status	In Progress: The strategic plan's implementation will complete its third year as of September 30th. The third year was an 18-month fiscal year to sync up with the County's fiscal year. The facility is nearly fully rented with the two newest tenants: The Family Center on Deafness and the Wounded Warriors Abilities Ranch. Additionally, free swim lessons for children through a partnership with the YMCA and funded through the Community Foundation of Tampa Bay began this past year and a monthly Farmer's Market started as of October of 2024.
Department Managing Project	CRA
Project Manager	Amy Davis
FY25 Approved Funding	\$175,000
FY26 Proposed Funding	\$175,000



Lealman Exchange



ST. PETERSBURG
FOUNDATION



COMMUNITY
FOUNDATION
OF TAMPA BAY



Project Name	Lealman Gateway and Wayfinding Signage
Primary & Secondary Objective Served	Objective 8 – Branding, Marketing and Promotion, Objective 5 – Urban Form
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	Existing
Project Location	CRA-wide
Project Description	The original project that was completed included designing a Lealman logo, gateway and wayfinding signage, and identification of appropriate locations throughout the CRA. This project supported the creation of a community identity and placemaking and fostered community pride. The project since FY 2024 has transitioned to a maintenance program to replace signs as needed. 3 signs required replacement in FY 2024, none in FY 2025.
Project Status	As of FY2025, this project has transitioned into a maintenance program to enable the replacement of any signs as needed.
Department Managing Project	CRA
Project Manager	Amy Davis
FY25 Proposed Funding	\$10,000 (maintenance reserve for any damaged signs)
FY26 Proposed Funding	\$10,000 (maintenance reserve for any damaged signs)





Project Name	Lealman CRA Sidewalk Program
Primary & Secondary Objective Served	Objective 4 – Infrastructure and Transportation, Objective 6 – Healthy Community
County-Wide or MSTU TIF	MSTU TIF
New or Existing Project/Program	Existing
Project Location	CRA-wide
Project Description	The Lealman CRA Sidewalk Program is intended to make strategic sidewalk connections identified in the Linking Lealman Mobility Plan and address sidewalk gaps.
Project Status	Completed: 58 th Ave North from Lealman Elementary School to 34 th Street North. The new sidewalk was completed by April 18, 2025.
Department Managing Project	CRA in partnership with Public Works
Project Manager	Amy Davis
FY25 Approved Funding	\$200,000
FY26 Proposed Funding	Sidewalks will be the focus of Linking Lealman CIP Project



58th Avenue N. sidewalk constructed between the Lealman Elementary School and 34th Street N.



Project Name	Lealman Exchange Technology Initiatives
Primary & Secondary Objective Served	Objective 6 – Healthy Community, Objective 7 – Sustainability
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	New for FY 2025
Project Location	Lealman Exchange
Project Description	Initiative to support technology improvements for the Ray Neri Room to install screen, projector and speaker features to facilitate efficiently hosting meetings and events.
Project Status	In Progress collecting scopes of work and quotes
Department Managing Project	CRA
Project Manager	Felix Nunez, CRA Coordinator
FY25 Approved Funding	\$25,000
FY26 Proposed Funding	\$0





Project Name	Lealman Exchange Capital Improvement – Digital Monument Sign
Primary & Secondary Objective Served	Objective 8 – Branding, Marketing and Promotion, Objective 9 – Funding, Financing, and Management
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	New for FY 2025
Project Location	Lealman Exchange
Project Description	New monument sign with messaging capabilities to increase the presence of the Lealman Exchange off 54 th Avenue. The current sign does not lend itself to presenting the Lealman Exchange as a public facility. The ability to push out messaging about programs and services will increase people’s awareness of the facility and the programming available.
Project Status	In Progress: working with two firms for quotes
Department Managing Project	CRA
Project Manager	Felix Nunez, CRA Coordinator
FY25 Approved Funding	\$100,000
FY26 Proposed Funding	\$0





Project Name	46th N. Avenue Playground Amenities
Primary & Secondary Objective Served	Objective 6 – Healthy Community, Objective 5 - Urban Form
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	New for FY 2025
Project Location	At south entrance to Ray Neri Park
Project Description	Project to install a shade structure and seating for parents at the new playground near the entrance of Ray Neri Park off 46 th Avenue North. Additionally, adding low-maintenance landscaping and lighting along with some fence barriers will increase a sense of safety and comfort.
Project Status	Not started – will have to be completed in FY 2026
Department Managing Project	CRA in partnership with Parks and Conservation
Project Manager	Amy Davis
FY25 Approved Funding	\$40,000
FY26 Proposed Funding	\$0





Project Name	Lealman Park Enhancements – Phase II
Primary & Secondary Objective Served	Objective 5 – Urban Form, Objective 1 – Economic Development and Innovation
County-Wide or MSTU TIF	MSTU TIF
New or Existing Project/Program	Phase II is existing
Project Location	Lealman Park
Project Description	Phase II improvements included additional and upgraded park lighting and restoration and beautification of the habitat in the right-of-way area adjacent to the pond across the street from the park. Phase I improvements included new fencing, paving the parking lot, resurfacing the playground, and installing landscaping with irrigation.
Project Status	Phase II lighting upgrades are completed, and the habitat restoration is currently underway.
Department Managing Project	CRA and partnership Parks and Conservation
Project Manager	Amy Davis
FY25 Approved Funding	\$100,000
FY26 Proposed Funding	\$325,000 (design and construction for next Phase III)





Project Name	Demolition Funds
Primary & Secondary Objective Served	Objective 6 – Healthy Community, Objective 3 - Housing
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	New for FY 2025
Project Location	Throughout CRA
Project Description	Demolition funding available should a property located within the CRA require demolition to be sold on the open market. Demolishing structures that are blighted, an attractive nuisance or are unsafe. This funding was not needed this year.
Project Status	Available funding if needed
Department Managing Project	CRA in partnership with Code Enforcement
Project Manager	Amy Davis
FY25 Approved Funding	\$25,000
FY26 Proposed Funding	\$50,000

Project Name	Land Acquisition for Redevelopment or Public Purpose
Primary & Secondary Objective Served	Objective 1 Economic Development and Innovation, Objective 9 – Funding, Financing and Management
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	New in FY 2025
Project Location	Throughout the CRA
Project Description	Funds for land acquisition to be available for redevelopment opportunities or to provide a public purpose within the CRA – these funds were not utilized this year, proposing increasing land acquisition line item in next years budget to accommodate commercial property costs or more than one property.
Project Status	Available funding for opportunities
Department Managing Project	CRA in partnership with Real Estate
Project Manager	Amy Davis
FY25 Approved Funding	\$500,000
FY26 Proposed Funding	\$2,000,000



Project Name	Joe's Creek Industrial Park Master Plan & Implementation
Primary & Secondary Objective Served	Objective 1 – Economic Development and Innovation, Objective 2 – Commercial
County-Wide or MSTU TIF	County-Wide TIF
New or Existing Project/Program	Plan was included in FY 2024, Implementation was New in FY 2025
Project Location	Lealman Exchange
Project Description	The creation of a Joe's Creek Industrial Area Master Plan is to evaluate the desired future land uses and infrastructure needs for continued success and revitalization of the Joe's Creek Industrial Park (Targeted Employment Center). The implementation budget is for Comprehensive Plan, Future Land Use Map and Zoning amendments required to implement the Master Plan.
Project Status	The Joe's Creek Industrial Park Master Plan was presented to the BOCC at the July 17, 2025, Work Session and will have a public hearing for adoption held on August 19, 2025. The implementation will begin after adoption of the Master Plan.
Department Managing Project	CRA & Housing and Community Development
Project Manager	Amy Davis & Scott Swearengen with Housing and Economic Development Department
FY24 Approved Funding	\$250,000 (amended in FY 2025 adding \$70k for additional scope)
FY25 Approved Funding	\$50,000 (implementation of map, land use and code changes)
FY26 Proposed Funding	\$57,000 (\$50,000 from prior year is re-budgeted)





Appendix A

FY26 Proposed Lealman CRA Work Plan

Proposed FY26 Lealman CRA Workplan

#	Estimated Completion	Project / Program Name	Status	Percent Complete FY25	Funding Source	FY25 Funds Approved	Proposed FY26	Project Description	Primary Lealman CRA Plan Objective Addressed	Secondary Lealman CRA Plan Objective Addressed
1	ONGOING	Administrative Costs to include personnel and all operating costs	NEW	ONGOING	MSTU TIF		\$ 866,700	To show total CRA Budget appropriated, this line includes all items not identified by projects below to include all personnel costs (3 FTE to administer CRA and programs and 2 FTE Park Rangers for Ray Neri Park) and all operating costs to include professional services for real estate analysis, economic impact analysis and/or other analysis as needed.	Objective 9 – Funding, Financing, and Management	Objective 7 – Sustainability
2	ONGOING	Lealman CRA Alley Improvement Program	In Progress	ONGOING	Countywide TIF	\$ 200,000	\$ 140,000	Reducton of budget in FY26 reflects the annual contract amount for cyclical monthly maintenance and optional services for the maintenance and clearing of alleyways within the CRA.	Objective 5 – Urban Form	Objective 4 – Infrastructure and Transportation
3	ONGOING	CRA Residential Site Improvement Program	In Progress	ONGOING	MSTU TIF	\$ 300,000	\$ 370,000	Up to \$15,000 grant program for residential façade and site improvements available to residents earning 120% of the Area Median Income (AMI) or less. Program revision made in mid-FY25 to require a match along a sliding scale depending on the household income.	Objective 3 – Housing	Objective 5 – Urban Form
4	ONGOING	CRA Commercial Site Improvement Program	In Progress	ONGOING	Countywide TIF	\$ 240,000	\$ 300,000	Up to \$40,000 is available via a matching grant program for interior & exterior commercial buildings and site improvements.	Objective 2 – Commercial	Objective 1 – Economic Development and
5	ONGOING	Home Investment Program (HIP)	In Progress	ONGOING	Countywide TIF	\$ 1,500,000	\$ 1,000,000	The HIP supports and incentives the construction of new affordable single-family homes. Habitat for Humanity selected through a Letter of Interest procurement process for a 3-year contract that was extended for a 24-month period and funded for \$1,000,000.	Objective 3 – Housing	Objective 9 – Funding, Financing, and Management
6	ONGOING	Lealman CRA Public Arts Programs	Completed	100%	MSTU TIF	\$ 50,000	\$ 50,000	Partnership with Creative Pinellas to implement CRA Public Arts program not limited to signal box wraps, murals, and other public art installations.	Objective 5 – Urban Form	Objective 1 – Economic Development and
7	ONGOING	Lealman Exchange Strategic Plan Implementation	In Progress	ONGOING	MSTU TIF	\$ 175,000	\$ 175,000	St. Petersburg Foundation selected through a procurement process to manage and operate the facility providing programming focused on economic empowerment, educational advancement, health and wellness, character and leadership and community connectivity.	Objective 7 – Sustainability	Objective 9 – Funding, Financing, and Management
8	ONGOING	Streetscaping / Placemaking / Gateway & Wayfinding Signage	Available	AS NEEDED	Countywide TIF	\$ 10,000	\$ 10,000	Maintenance program in the amount of \$10,000 for replacement of any wayfinding or gateway signage as needed.	Objective 8 – Branding, Marketing and Promotion	Objective 5 – Urban Form
9	FY25	Lealman CRA Sidewalk Program	Completed	100%	MSTU TIF	\$ 200,000	\$ -	Sidewalk funding is now provided thorough Linking Lealman Capital Improvement Project item below.	Objective 4 – Infrastructure and Transportation	Objective 6 – Healthy Community
10	FY25	Lealman Exchange Technology Initiatives	In Progress	25%	Countywide TIF	\$ 25,000	\$ -	Technology improvements for the Lealman Exchange Ray Neri Room.	Objective 6 – Healthy Community	Objective 7 – Sustainability
11	FY25	Lealman Exchange Capital Improvement-Digital Monument Sign off of 54th Avenue	In Progress	25%	Countywide TIF	\$ 100,000	\$ -	Replace the wood sign with a digital monument sign to better represent a public community center. Looking to include sign features as budget allows for digital messaging to communicate activites and events.	Objective 8 – Branding, Marketing and Promotion	Objective 9 – Funding, Financing, and Management
12	FY25	46th N Ave. Playground Amenities	Planned	0%	Countywide TIF	\$ 40,000	\$ -	Shade structure, seating and lighting for the playground along with some fencing and landscaping to create a natural barrier between playground and street.	Objective 6 – Healthy Community	Objective 5 – Urban Form
13	FY25/26	Lealman Park Enhancements Phase II (in progress) and Phase III (not started)	In Progress	75%	MSTU TIF	\$ 100,000	\$ 325,000	Design and constructon of Lealman Park Improvements requested by Lealman District Services (LDS) and supported by the CRA Advisory Committee. Project to include the design and construction of a park improvement that include attributes for use at events, placemaking, beautification and encouraging community gatherings. A committee comprised of stakeholder groups will work with the consultant to design the project.	Objective 5 – Urban Form	Objective 1 – Economic Development and Innovation
14	FY25	Demolition funds	Available	AS NEEDED	Countywide TIF	\$ 25,000	\$ 50,000	Demolition funding available should a property located within the CRA require demolition to be sold on the open market. These are demolition funds to be available for properties that the CRA does not purchase.	Objective 6 – Healthy Community	Objective 3 – Housing
15	FY25/26	Land Acquisition for redevelopment or public purpose/Clearing/Site Prep/Cleanup	Available	AS NEEDED	Countywide TIF	\$ 500,000	\$ 2,000,000	Increased amount of funds for land acquisition to be available for redevelopment opportunities or to provide a public purpose within the CRA to also include Clearing/Site Prep/Cleanup of the property.	Objective 1 – Economic Development and Innovation	Objective 9 – Funding, Financing, and Management
16	FY26	Joe's Creek District Master Plan Implementation	Planned	0%	Countywide TIF	\$ 50,000	\$ 56,000	This will be a follow up to the Joe's Creek Industrial Area Master Plan for Comprehensive Plan, Future Land Use Map and Zoning amendmments required to implement the Master Plan. Consultant assistance required to augment County staff for speaker/stakeholder engagement and to provide professional services towards map, zoning and/or code changes.	Objective 1 – Economic Development and Innovation	Objective 2 – Commercial
17	FY26 - FY28	Infrastructure improvements in Joe's Creek Industrial Park (Targeted Employment Center)	NEW	0%	Countywide TIF	\$ -	\$ 8,582,900	The CRA wil be allocating funds toward infrastructure improvements in support of the Joe's Creek Industrial Park Master Plan to include the upsizing of the drainage culvert under 34th Street.	Objective 4 – Infrastructure and Transportation	Objective 1 – Economic Development and Innovation

Proposed FY26 Lealman CRA Workplan

#	Estimated Completion	Project / Program Name	Status	Percent Complete FY25	Funding Source	FY25 Funds Approved	Proposed FY26	Project Description	Primary Lealman CRA Plan Objective Addressed	Secondary Lealman CRA Plan Objective Addressed
18	FY26	CRA Plan Update, Mid-Term Review Set-up, and Economic Development Strategy	NEW	0%	MSTU TIF	\$ -	\$ 200,000	Update the CRA Plan and set up for the mid-term review. The Plan update will involve community engagement and will include updated goals and strategies for the CRA. Economic Development Strategies to be created that will align with the CRA Plan.	Objective 1 – Economic Development and Innovation	Objective 9 – Funding, Financing, and Management
19	FY26	Linking Lealman Projects	NEW	0%	Countywide TIF	\$ -	\$ 1,000,000	This project replaces the Sidewalk Program and enhances it as the Linking Lealman Projects include sidewalks and other modes of transportation throughout Lealman expanding connctivity throughout the CRA. The priority focus will be on sidewalks for FY 2025.	Objective 4 – Infrastructure and Transportation	Objective 6 – Healthy Community
20	FY26	Alleyway Multimodal Improvement Pilot Project	NEW	0%	MSTU TIF	\$ -	\$ 350,000	To select an alleyway to serve as a pilot project to beautify through hardscape, landscape art, lighting, and/or other improvements to provide connectivity in a way that will encourage people to use the alleyway. Project to include design and construction or installation of improvements.	Objective 4 – Infrastructure and Transportation	Objective 6 – Healthy Community
21	FY26	Assessory Dwelling Unit (ADU) Grant Pilot Program	NEW	0%	Countywide TIF	\$ -	\$ 100,000	To create an ADU Grant Program as a pilot program. The objective of the program will be to incentivize homeowners to construct an ADU or significantly rehab an existing ADU structure on their property. ADU’s add affordable housing, which is some cases can be adult children or aging parents.	Objective 3 – Housing	Objective 5 – Urban Form
					Total	\$ 3,515,000	\$ 15,575,600			



Appendix B:

Residential Improvement Program (RIP) Grant Guidelines

Lealman Community Redevelopment Area Residential Improvement Program Grant Guidelines Fiscal Year 2025



Applications & supporting documents may only be submitted electronically to the neighborly web portal located at the Lealman CRA website at:

<https://pinellas.gov/Residential-Improvement-Grant-Program-Application/>

Any questions regarding your application can be directed to:

Cameron Ehmi
(727) 464-5411
Cehmi@Pinellas.gov

or

Felix Nunez
(727) 464-5458
fnunez@pinellas.gov

GRANT OVERVIEW

The purpose of the Residential Improvement Program is to assist income-eligible owner-occupants of single-family homes in upgrading and enhancing their property's exterior appearance, providing a positive visual impact on the neighborhood, and encouraging surrounding property owners to maintain their properties. For this program, "income-eligible" is defined as households whose income is 120% and below the area median income (AMI). The maximum income levels for this program are based on the Florida Housing Finance Corporation's SHIP Program, which is adjusted annually. (See table below to determine if you qualify.) Properties must be located within the boundaries of the Lealman CRA to be eligible for this program.

% of Annual Median Income (AMI)*	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
30%	\$21,950	\$25,050	\$28,200	\$32,150	\$37,650	\$43,150	\$48,650	\$54,150
50%	\$36,500	\$41,700	\$46,950	\$52,150	\$56,350	\$60,500	\$64,700	\$68,850
80%	\$58,450	\$66,800	\$75,150	\$83,450	\$90,150	\$96,850	\$103,500	\$110,200
120%	\$87,600	\$100,080	\$112,680	\$125,160	\$135,240	\$145,200	\$155,280	\$165,240

*as of 4/1/25

GRANT FUND AMOUNTS

Applicants may receive a matching grant (depending on AMI) of up to \$15,000 for eligible improvements.

PROPERTY ELIGIBILITY

Eligible properties must be located within the Lealman CRA and include single-family detached houses, townhomes, villas, cooperatives, condominiums, and manufactured housing. Properties must be structurally sound and meet Florida and Pinellas County housing and building codes.

APPLICANT ELIGIBILITY

A property owner is eligible to apply. Applicants must be able to demonstrate their eligibility (with assistance provided by County staff):

- \$15,000 Residential improvement grants for residents at or below 120% of the AMI
 - o No match between 0% to 30% AMI
 - o 5 % match between Greater than 30% to 50% AMI
 - o 25% match between Greater than 50% to 80% AMI
 - o 50% match between Greater than 80% AMI and 120% AMI
- Applicants do not qualify for the grant program if income exceeds 120% AMI.
- Ownership of the property.
- The property is in the Lealman CRA boundaries.
- The applicant(s) must be current on all property taxes.
- The property must not have any outstanding liens.
- Property must not be in foreclosure.
- Properties are eligible for Lealman CRA Improvements grants once every three years.

To qualify for grant approval, residents' projects must improve the curb appeal of their homes. CRA staff may exercise discretion to require additional enhancements to ensure alignment with program priorities. For instance, if a resident applies for a grant for driveway installation alone, CRA staff may determine that painting and landscaping are also needed to meet program standards, approving the project only if these elements are included. Similarly, a grant request solely for painting might prompt staff to require upgrades to windows, doors, or landscaping to maximize curb appeal. Staff reserves the right to mandate multiple elements from the approved projects list as part of the requested project and may decline approval if residents do not agree to incorporate these requirements. The examples listed are not exhaustive of the scenarios and the CRA staff are unlimited in their discretion of the improvements required to qualify for the full use of the grant.

ELIGIBLE & INELIGIBLE IMPROVEMENTS

Eligible Improvements

- Exterior painting of all exterior elevations on residence and detached secondary or accessory buildings, including pressure washing (to be paired with additional projects only).
- Repairing siding, masonry, or stucco. Repairing or replacing doors and windows on principal elevation(s)¹ of residence.
- Install, replace, or repair window or door awnings and shutters (including hurricane shutters).
- Install, replace, or repair front porches and stoops.
- Construct or repair/replace accessibility ramps.
- *Driveway/sidewalk installation and repair (considered on a case-by-case basis depending on permitting requirements). - See Appendix A
- Remedying exterior code enforcement violations.
- Fencing repair or replacement or removal of front yard chain link fences (front yard only; double frontage lots shall be evaluated on a case-by-case basis; new chain link fencing is ineligible).
- Landscaping (for areas visible from the street) (no sod allowed, must be Native or "Florida-Friendly" plants and pre-approved by Pinellas County; not to exceed 10% of grant award).
- Tree trimming or removal (requires county approval, and the county may require a licensed arborist to confirm tree removal is necessary).

**Driveways require extensive review, and all driveway projects require a detailed and well-submitted project scope following Pinellas County permit guidelines. All driveway bids not meeting the scope of the project's needed requirements will be rejected until all basic requirements are met. See Appendix A for these guidelines and a full list of driveway requirements.*

Ineligible Improvements

- Work performed by an unlicensed contractor.
- Improvements completed or in the repair process before grant application approval.
- Interior repairs or renovations
- New building construction
- Improvements to residences constructed within the last five (5) years.
- Roof repairs or replacement
- Security systems (including metal roll-down gates, window bars, and cameras)
- Routine maintenance

¹A "principal" elevation is the side of a building that faces one or more public streets (not alleys).

APPLICATION PROCESS

Applications will be accepted on a rolling basis, with funding awarded on a first-come, first-qualified basis until the program's budget is depleted. Any expenses incurred before an approved application are ineligible. All applications will only be accepted electronically using the Neighborly portal. Paper applications will not be accepted. Applicants will upload the following:

- Photographs of the requested items the grant is being sought to repair. **All photos must be in color and taken from a clear distance of the entire structure. Close-up images are not accepted.**
- A copy of your Driver's License or other valid Government photo ID is also required.
- A property tax bill showing no arrears and proof of homestead. All homeowners on the deed must be listed and sign the application. Extenuating circumstances should be explained to CRA staff before applying.
- Income Certification Form for all adult household members with or without income, as well as wage documents, including paystubs, Social Security, or other retirement income. Applicants must upload a copy of their most recent tax return, copies of their last two pay stubs, or any other income documents required by the portal.

Incomplete applications, including improper photo uploads, will not be accepted until all uploads are properly completed.

Once an application is received, CRA staff will take the following steps:

1. The application will be reviewed for completeness. A due diligence review will be conducted within three (3) business days of acceptance. If an application is deemed ineligible, staff will notify the applicant, who will have ten (10) business days to provide any additional information requested to clear conditions. If the additional information requested is not provided within this period, staff will review all subsequently received funding applications. If the conditions cannot be cleared, the applicant will be advised, and the file will be archived as ineligible.
2. If the additional requested information to clear the conditions is not submitted within thirty calendar days (30), the application will automatically be deemed incomplete and considered ineligible for funding and archived.
3. After an application is complete, staff will advise the applicant that they have conditional approval, and the applicant will seek a contractor to perform the work identified on their application. The applicant has thirty (30) calendar days to contact vendors and collect two bids for the scope of work to be completed. You can work with any contractor you choose; however, all vendors selected must be licensed contractors in the State of Florida. You can verify if they are licensed by going to <https://www2.myfloridalicense.com>. Using a contractor not licensed in the state of Florida will cause the grant application to be ineligible for funding, and no exceptions can be made.
4. Upon final receipt of all bids, staff will review and accept the most responsive and responsible bid (described below in the Procurement Method section) within three (3) business days. Once a contractor is selected, the applicant will execute an Acceptance of Grant Guidelines and a Work Contract, executed by the applicant, their selected contractor(s), and the County.

5. Once all required parties fully execute the Acceptance of the Grant and Conditions and Work Contract, a Notice to Proceed will be issued, notifying the applicant that work can begin. Any work started or completed before issuance of a Notice to Proceed is ineligible for grant funding. Once a Notice to Proceed is issued, the contractor has one hundred twenty (120) calendar days to complete all work.
6. Once the work is complete, the applicant must sign a Certificate of Final Inspection indicating the work's satisfactory completion. All permits must be closed out, and before-and-after pictures of the work must be submitted before the Certificate of Final Inspection can be executed.
7. Once a Certificate of Final Inspection is executed, Pinellas County staff will process payment(s) to the contractor(s).

The Residential Improvement Program funding levels are approved annually. The County Administration will prioritize applications when demand exceeds funding based on income levels and type (salary or fixed) if the resident is disabled and/or elderly, as well as the geographic location of the application. For instance, to stimulate renovation activity or build upon existing activity, the County Administration may focus funding awards on entire neighborhoods or even specific neighborhood blocks.

PROCUREMENT METHOD

An Informal Procurement Method will be utilized. Grant recipients must obtain at least two (2) bids for the services sought, and CRA staff will select the most responsive and responsible vendor at the lowest price. A "responsive vendor" can meet the solicitation requirements, and a "responsible vendor" is willing and capable of furnishing the services solicited. A Waiver of Competition may be requested by the applicant and granted by Pinellas County in certain situations, including but not limited to (1) an emergency that risks the health and safety of the occupants or would result in considerable costs being incurred for services are not rendered without delay; (2) there is only one person or firm that can provide the service (sole source justification); or (3) bids have been solicited but responsible and responsive bids have not been received. Applicants must provide documentation of bids received and, if a Waiver of Competition is requested, documentation indicating all vendors contacted, the method of contact, and the date(s) contacted.

CHANGE ORDERS

Change orders will not be allowed under the terms of this grant program. Once executed, any changes to the contract's original terms will be at the contractor's and the resident's discretion. They must agree that the resident will be responsible for paying any difference to the scope of work for any change orders. Pinellas County will not approve nor accept any change orders.

FINAL INSPECTION AND PAYMENT

The project file should record all final documents, release of liens, final disposition of funds, and photos. Staff will ensure that the homeowner receives any warranty information and that a copy is placed in the file.

Before Pinellas County issues its matching payment, the contractor must close out any open permits, if applicable. CRA staff will complete a final inspection to ensure all work is complete per the contract and the Scope of work. During the final inspection, staff will take final photos of the project and request completion of a Homeowner's Inspection Form.



ADDITIONAL REQUIREMENTS

Pinellas County reserves the right to add any requirements needed to effectuate the goals of this program or comply with any legal requirements. Pinellas County reserves the right to amend the instructions, requirements, general and special conditions, or scope of work. Further, Pinellas County may waive specific provisions of these requirements based upon determining the project's public benefits.

Appendix A – Driveway Project Guidelines

Before we approve any driveway bids, contractors must take the following steps before submitting bids:

Contractors must include a scope of work for all bids submitted with clear pricing. The bids should include all expenses and project costs as part of the bid, as no change orders will be allowed, including anything related to permitting.

- Per county guidelines, contractors must obtain required permits before building a driveway. Depending on project parameters and location, up to four permits might be necessary.
- All bids must reflect the estimated costs of these permits.
- The four permits include:
 - Zoning clearance: required for new, replacement, or extended driveways.
 - Habitat/tree/environmental permit: required for new, replacement, or extended driveways.
 - Right-of-way permit: required for new, replacement, or extended driveways.
 - Utilization permit: required for private projects in the county right-of-way, such as new or replacement driveways.

All driveways in Pinellas County must meet the following design and construction criteria in the current Pinellas County Standard Details (at the time this application was published, some standard details are listed below). It is the contractors' responsibility to verify any updates to the publication before submitting their bids.

- Width: Private driveways must be at least 10 feet wide, and single duplex driveways must be at least 20 feet wide.
- The maximum width is 24 feet on collector and arterial roads and 30 feet on local subdivision roads.
- Radius: In rural sections, the minimum radius is 15 feet.
- Flares: If the road has an urban curb and gutter section, install Department of Transportation standard flares.
- Shoulder: If a driveway crosses a ditch, you must provide a stabilized shoulder at least 6 feet wide on each side of the driveway. This requires additional expenses and work that should be accounted for upfront on the bid, as changes will not be approved after.
- Culvert: If you're installing a culvert, the end of the trench can't extend past the extended property line.
- **Concrete must be at least 6" Thick, and 3000 PSI is the minimum required grade of concrete.**

*You can find the most up-to-date version of Pinellas County Standard Details at <https://pinellas.gov/wp-content/uploads/2021/11/std-details-Dec-2017-version.pdf>, including the requirements for acceptable Driveway installation. You must follow these guidelines and document them in your bid as well. Deviation from these standards will not be allowed.

*All bids submitted must be complete and correctly verified based on guidelines, as no change orders will be approved. Any change orders requested must be paid by the resident and negotiated between the contractor and the resident.

*Building Codes: All work to be done shall be subject to state and local building code regulations as interpreted by the Pinellas County Building Department. It is recommended to contact them for any guidance prior to any driveway projects.



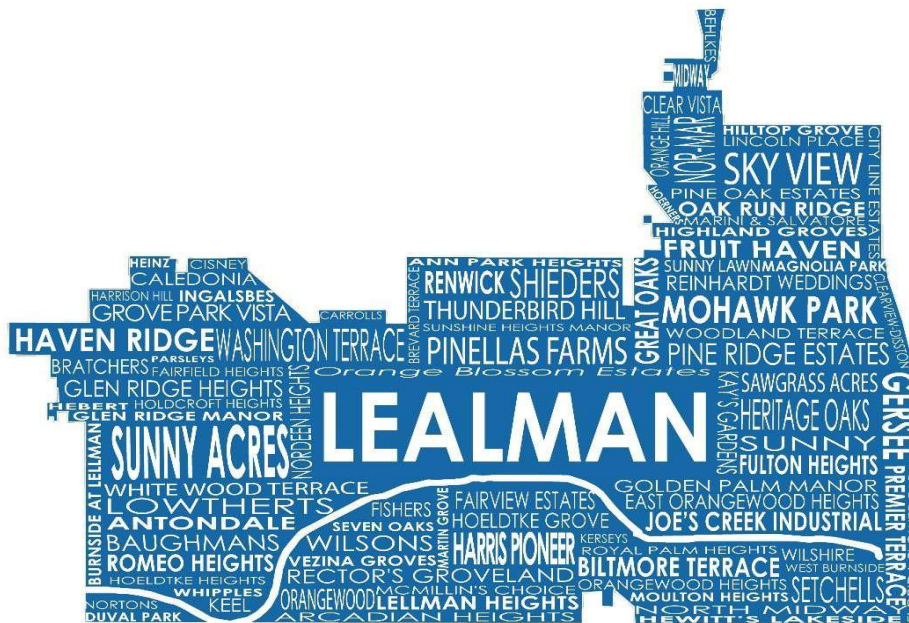
Appendix C:

Commercial Improvement Program (CIP) Grant Guidelines



Pinellas County Government | Lealman CRA | Lealman Exchange | 5175 45th St N | St. Petersburg, FL 33714

Lealman Community Redevelopment Area Commercial Improvement Program Guidelines and Application Package Fiscal Year 2025



Applications & supporting documents may be submitted electronically or via hand delivery to:

Tanya Kurtin
CRA Administrative Assistant
(727) 464-5404
tkurtin@pinellas.gov

or

Felix Nunez
CRA Coordinator
(727) 464-5458
Fnunez@pinellas.gov
Lealman Exchange 5175 45th Street N, Building A
Lealman, Florida 33714



OVERVIEW

The Lealman CRA Commercial Improvement Program is intended to provide matching grants to accelerate and leverage private investment to improve the appearance, condition, and functionality of existing non-residential sites and buildings in the Lealman Community Redevelopment Area (CRA).

The program provides reimbursable matching grants to commercial property owners and businesses that upgrade their building façades, landscaping, lighting, loading and service areas, and other features of the exterior of their sites, and interior upgrades with a focus on projects that remedy degraded building systems and extend the economic viability of the building.

GRANT FUND AMOUNTS

Applicants may apply for one or both programs; however, the maximum grant award combined between the two programs cannot exceed \$40,000, and the maximum Commercial Building Interior Improvement Program matching grant cannot exceed \$20,000. The table below provides examples of how the two programs can be combined with one another.

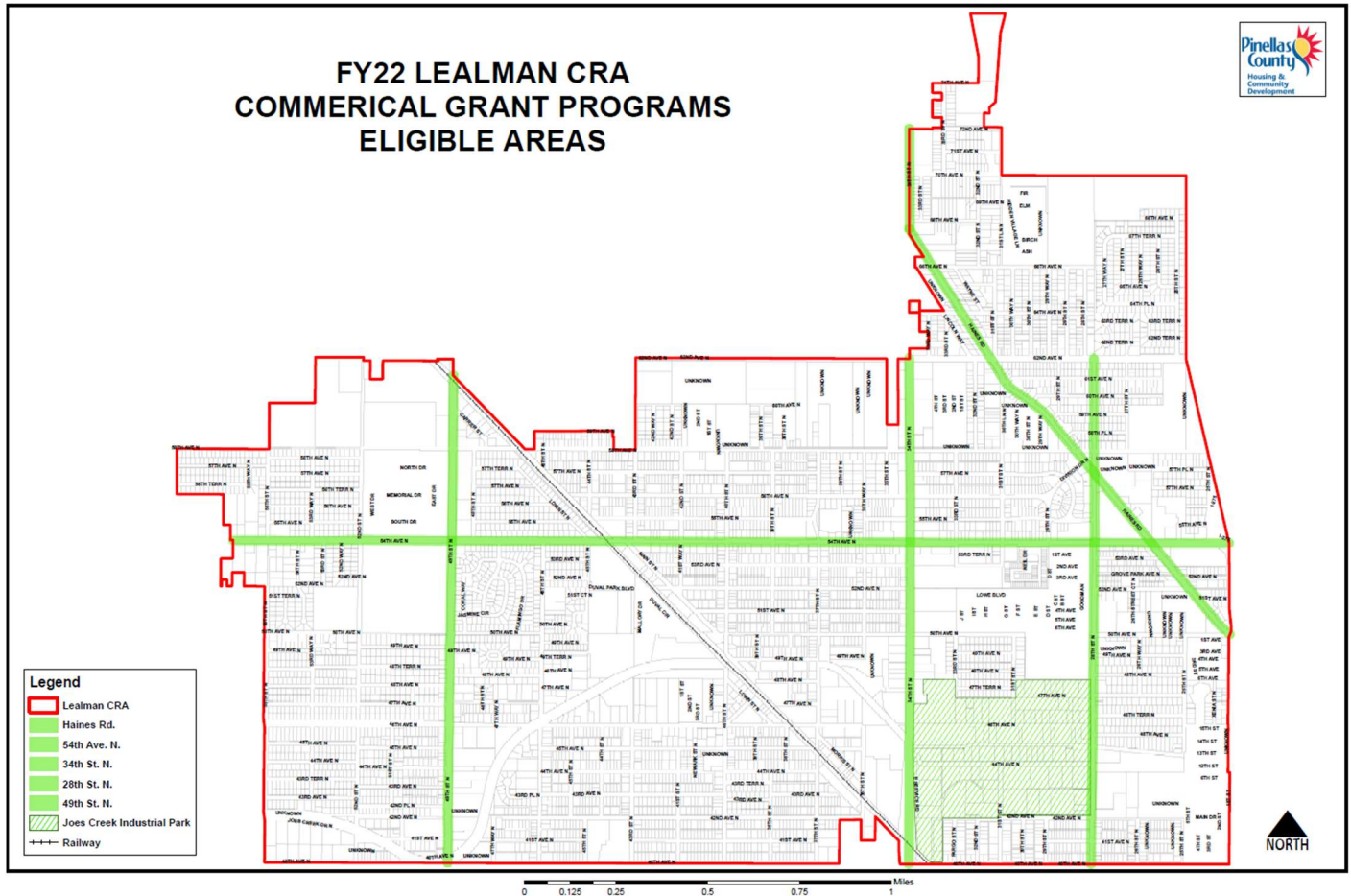
Sample Commercial Site Improvement Program Application Amount	Sample Commercial Building Interior Improvement Program Application Amount	Sample Combined Application Amount
\$40,000	\$0	\$40,000
\$30,000	\$10,000	\$40,000
\$20,000	\$20,000	\$40,000
\$10,000	\$20,000	\$30,000
\$0	\$20,000	\$20,000

PROPERTY ELIGIBILITY

All structurally sound, properly permitted buildings in the Joe's Creek Industrial Park or with an existing commercial use located in the following commercial corridors within the Lealman CRA boundary are eligible:

- 49th Street North
- 54th Avenue North
- 34th Street North
- Haines Road
- 28th Street North

Please see the map on the next page for the Joe's Creek Industrial Park boundary and eligible commercial corridors.



APPLICANT ELIGIBILITY

The Commercial Improvement Programs are available to fund eligible interior and exterior improvements on commercial, industrial, and mixed-use properties that have received zoning/building approvals. While designed to assist locally owned businesses, the grant program recognizes that national commercial franchises, healthcare providers, and not-for-profit agencies are present on most of the CRA's commercial corridors and that maintaining their buildings in good repair is essential for remedying blight and preventing its spread. They often employ CRA residents and help assist in the economic uplift of Lealman, while not-for-profit agencies and healthcare providers provide essential services to the CRA. Finally, the CRA's national commercial franchises also contribute revenue to the Lealman redevelopment trust fund that pays for this grant program.

At the same time, these entities may often have access to capital from their national parent organizations that locally owned businesses do not have. To that end, the following outlines the conditions that national franchises, not-for-profit social service agencies, and healthcare providers must meet to receive funding through the program.

National commercial franchises are eligible to receive funding through this grant program provided that at least 50 percent of the business's employees are residents of the Lealman CRA. In addition, these employees must have been actively on the payroll for at least six months and working at least 20 hours per week.

Not-for-profit agencies that provide social services important to CRA residents, such as childcare, education or workforce development, must be tax-exempt organizations under the 26 U.S. Code 501 requirements. These would include charitable organizations (501(c)(3)) as well as social welfare organizations, employee benefit associations, labor and agricultural organizations, business leagues, social clubs, fraternal societies, and veterans' organizations. Faith-based organizations may apply for funding through commercial grant programs to renovate facilities that provide services to the broader community, such as childcare, in a secular manner. Worship, religious instruction, proselytizing, and similar activities in these renovated facilities must be voluntary and privately funded.

Healthcare providers must have at least one healthcare provider on staff who has an unencumbered license through the State of Florida. In addition, facility types that are licensed and/or certified or regulated by the Agency for Health Care Administration (AHCA) must have an active/licensed/registered ACHA license status to apply for the grant. A person or corporation¹ having ownership or leasehold rights to an eligible building site is eligible to apply. Leasehold applicants must obtain written and notarized approval from the owner before applying.

Applicants must be able to demonstrate (with assistance provided by County staff):

- Ownership of the property (or notarized written approval from the property owner)
- Property is in the Lealman CRA of Pinellas County.
- Property is current on all property taxes, not in foreclosure, and has no outstanding liens or Code Enforcement violations.²
- Property has not received an improvement grant in the last five years.

Lealman CRA Commercial Site and Building Interior Improvement Grant Program Eligible and Ineligible Activities

Eligible Site Improvements

- Exterior painting, re-siding, and/or cleaning
- Masonry repairs
- Removal of architecturally inappropriate or incompatible exterior finishes and materials
- Restoration of significant architectural details or removal of materials that cover said architectural details
- Site improvement features such as stormwater, fencing (chain link is ineligible), parking lots, landscaping (no sod allowed, must be Native or "Florida-Friendly" plants and pre-approved by Pinellas County), lighting, dumpster enclosures, and buffer walls. (Reimbursement for site improvement expenses is limited to 25% of the grant award; however, exceptions can be made on a case-by-case basis when said features are required to bring the site into full site plan compliance or for a change of use. Landscaping is limited to 10% of the total grant award.)
- Construction of driveway access, pedestrian, and bicycle amenities such as benches, shelters, bike racks, and bike lockers

¹Adult businesses are not eligible for grant funds.

²Properties with limited Code Enforcement/Utility liens made on a case-by-case basis.

- Installation or repair of exterior signage, including wall, window, hanging, and monument signs advertising the business name and identity. (Reimbursement for signage expenses are limited to 25% of the grant award.)
- Awnings and canopies installation or repair
- Doors and windows
- Roof repairs or replacement that attach to a new or renovated façade (i.e., painting or site improvement feature)
- Exterior lighting attached to an existing building
- Demolition
- Sewer/Potable water utility upgrades and relocation.
- Remediation of environmental contamination on the exterior site, such as lead, petroleum, or asbestos
- Architectural, engineering, permitting, and development review fees. (Fee reimbursement cannot exceed 10% percent of the total grant award.)

Ineligible Site Improvements

- Installation of aluminum or vinyl siding
- Work performed by an unlicensed contractor
- Improvements performed before the approval of the TIF application
- New building construction
- Reducing or enclosing existing storefront windows
- Improvements to buildings constructed within the last five (5) years
- Equipment, mechanical and HVAC systems
- Minor roof repairs (other than those portions that directly attach to a new or renovated façade)
- Security systems (including metal roll-down gates, window bars, and cameras)
- Any interior work
- Improvements in progress or completed before preliminary approval.
- Routine maintenance
- Improvements to buildings primarily used for residences, defined as more than 50 percent of the building square footage in residential use
- Improvements to buildings constructed within the last five years

Eligible Interior Improvements

- Structure stabilization (repair/replacement of foundations, footers, load-bearing walls, and roofing systems)
- Plumbing, natural gas, and electrical systems
- Energy efficiency improvements (window upgrades, insulation, hot water heater, HVAC systems)
- Painting when accompanied by interior work such as installing or relocating walls, minor demolition, and any work as long as it is part of an improvement and not the sole project for which a funding request is being made.
- Remediation of environmental contamination on the interior of the building, including painting, such as lead, mold, or asbestos



- Architectural and engineering fees, as well as permitting and development review fees not to exceed 10 percent of the total eligible project cost.

Ineligible Interior Improvements

- Work performed by an unlicensed contractor
- Improvements performed before the approval of the TIF application.
- Any exterior work not made necessary by interior improvements (i.e., windows and roofing systems)
- Routine maintenance
- Improvements in progress or completed before preliminary approval.
- Painting, when not associated with other improvements
- New building construction (additions to existing structures are permitted)
- Improvements to any building primarily used for residences, including those in mixed-use projects, defined as more than 50 percent of the building in residential use. (Commercial space associated with mixed-use projects is eligible for funding.)
- Improvements to buildings constructed within the last five years

APPLICATION SUBMITTAL REQUIREMENTS

Applications will be accepted on a rolling basis, with funding awarded on a first-come, first-qualified basis until the depletion of the program's budget. Any expenses incurred before an approved application are ineligible. The application is included at the end of these grant guidelines and can be submitted electronically or via hand delivery to the Lealman Exchange, located at 5175 45th St. N., Bldg. A., Lealman 33714. Hand-delivered applications will be time and date-stamped upon receipt.

Applications may be submitted electronically or in an 8"x10" envelope or larger with the project's name and location, the applicant's name, and address and the name of the grant program you are applying to the Lealman Exchange, located at 5175 45th St. N., Building A, Lealman 33714. For more information about application requirements and eligible activities, please contact:

Tanya Kurtin
CRA Administrative Assistant
(727) 464-5404
tkurtin@pinellas.gov

or

Felix Nunez
CRA Coordinator
(727) 464-5458
fnunez@pinellas.gov

Application packages must include the following information:

- Completed and signed application form.
- Confirmation that mortgage, property insurance, and property tax payments are current and in good standing.
- Documentation of property ownership or written consent from the property owner permitting the identified improvements. (The property owner will be required to sign the Grant Agreement to assume responsibility for the maintenance of improvements funded by the Grant.)
- Applicants that are national franchises must include an employee roster that contains the name and address of all current employees, their length of service with the franchise, and the number of hours worked for those eligible CRA residents in the past six months.
- Applicants in the healthcare industry must provide first and last names, license numbers and professional name. In addition, the facility types that are licensed and/or certified or regulated by the Agency for Health Care Administration (AHCA) must provide their facility/provider type and their license number with the application.
- Applicants from a not-for-profit agency providing social services must include their tax-exempt certificate with the application and any licenses or certifications required to provide the service.
- Legal description and survey of the project site
- Use must be consistent with Pinellas County's land development regulations
- Digital photographs of existing conditions of the project site
- A written description of project improvements
- Sketches or conceptual drawings of improvements that the grant will fund.

Failure to provide the required information will delay the review and approval and result in the application being denied. Program applicants and their related interests, including officers in a corporation or investment partners, will be evaluated based on their financial character and determined ineligible for the TIF program based on the following criteria:

- Code enforcement liens over \$2,500
- Special assessment liens over \$500
- Pending judgment or foreclosure
- Felony conviction for financial mismanagement within the last five years
- Mortgage payments three months in arrears
- Unpaid property taxes
- Unpaid property insurance

GRANT REQUIREMENTS & COMPLIANCE

Successful applicants must sign a Grant Agreement with the County Administrator or designee, which specifies their obligations and rights upon issuance of the Grant. To ensure timely commencement and completion of the Project, the Applicant shall abide by the following deadlines:

- Within 90 days of execution of the Grant Agreement, file a "Notice of Commencement" according to the requirements of Pinellas County's Development Review Services Department.
- Within 6-18 months of execution of the Grant Agreement, request a "Review of Completed Work" from the Pinellas County Redevelopment Agency (Agency). (Length of time will depend on the nature of work proposed.)



Applicants shall have no more than 120 days from approval of awards to execute grant agreements, otherwise, the County will revoke the award. At the discretion of the County Administrator, the revocation may be waived upon demonstration of good cause. Applicants requiring the execution of a Grant Agreement to secure additional financing will be allowed 120 days from the execution date before the above commencement deadlines. Absent approval of an extension of the deadlines above by the Agency, failure to comply will result in the cancellation of the Grant Agreement, rescission of the Grant Award, and return of the earmarked funding to the Lealman Redevelopment Trust Fund. The applicant must maintain the improvements per the terms of the Grant Agreement and Pinellas County's Code of Ordinances.

The matching grant reimbursement for the project will not be made until all project components identified in the grant agreement budget have been completed, inspected, and issued a Certificate of Occupancy, as applicable to the application, by Pinellas County.

PROCUREMENT METHOD

An Informal Procurement Method will be utilized. Grant recipients must obtain at least two (2) bids for the services sought and must select the most responsive and responsible vendor with the lowest price. A "responsive vendor" is able to meet the requirements of the solicitation, and a "responsible vendor" is willing and capable of furnishing the services solicited. A Waiver of Competition may be requested by the applicant and granted by Pinellas County in certain situations, including but not limited to: (1) an emergency that risks the health and safety of the occupants or would result in considerable costs being incurred if services are not rendered without delay; (2) there is only one person or firm that can provide the service (sole source justification); or (3) bids have been solicited but responsible and responsive bids have not been received. Applicants must provide documentation of bids received and if a Waiver of Competition is requested, documentation indicating all vendors contacted, the method of contact, and the date(s) contacted.

CHANGE ORDERS

A change order describes any modification to the scope of work in either the Acceptance of Grant Funds agreement or the Work Contract. Any modification, minor or significant, made to the original proposal/bid/work write-up requires submitting a change order executed by all parties, that is consistent with the standards of the original contract, and including all associated costs before the commencement of any represented work. Pinellas County staff compare the change order request(s) to the maximum grant award amount to ensure costs do not exceed program limits. Any change order costs that exceed the maximum allowable grant award shall be the applicant's responsibility. However, if the change order is related to repairs that would affect the health and safety of the building's occupants, the applicant may request additional grant funds to complete the work. Such requests will be assessed by and at Pinellas County's staff's sole discretion on a case-by-case basis.

FINAL INSPECTION

The project file should record all final documents, release of liens, final disposition of funds, and photos. Before issuing the final payment, staff will complete a final inspection to ensure that all work is complete per the contract and the work write-up. The contractor must provide the Permit Placard and ensure all open permits are finalized, if applicable. During the final inspection, staff will take photos of the completed project.

ADDITIONAL REQUIREMENTS

Pinellas County reserves the right to add any requirements needed to effectuate the goals of this program or comply with any legal requirements. Pinellas County reserves the right to amend the instructions, requirements, general and special conditions, or scope of work. Further, Pinellas County may waive specific provisions of these requirements based upon determining the project's public benefit.



Lealman CRA Commercial Grant Programs Application	
Project Information	
Date	
Project Address (Property Address)	
Zoning	
Parcel ID	
Current Building Use (i.e., Vacant, Commercial, Industrial, Mixed-use with Residential)	
Proposed Business User (Business Name)	
Main Contact Person	
Business Telephone Number	
Contact Person Email Address	
Commercial Site Improvement Application Amount	
Commercial Building Interior Improvement Application Amount	
Total Grant Application Amount	
Project Description (attach any drawings and/or attach additional pages as necessary for narrative)	



COMMERCIAL <u>SITE IMPROVEMENT</u> ELIGIBLE ACTIVITIES INCLUDED IN PROJECT	CHECK BOX
Exterior painting, re-siding, and/or cleaning	
Masonry repairs	
Removal of architecturally inappropriate or incompatible exterior finishes and materials	
Restoration of significant architectural details or removal of materials that cover said architectural details	
Site improvement features such as stormwater, fencing (chain link is ineligible), parking lots, landscaping (no sod allowed, must be Native or "Florida-Friendly" plants and pre-approved by Pinellas County), lighting, dumpster enclosures and buffer walls provided such features do not collectively exceed more than 25 percent of the eligible project costs	
Construction of driveway access, pedestrian, and bicycle amenities such as benches, shelters, bike racks and bike lockers	
Installation or repair of exterior signage, including wall, window, hanging, and monument signs advertising the business name and identity provided such features do not collectively exceed more than 25 percent of eligible project costs	
Awnings and canopies installation or repair	
Doors and windows	
Roof repairs or replacement that attach to a new or renovated façade (i.e., painting or site improvement feature)	
Exterior lighting attached to an existing building	
Demolition of obsolete accessory structures and partial demolition of exterior walls made necessary for renovation or expansion	
Sewer/Potable water utility upgrades	
Remediation of environmental contamination on the exterior site such as lead, petroleum, or asbestos	
Architectural, Engineering, Permitting and Development Review Fees (May not to exceed 10 percent of the total eligible project costs.)	

COMMERCIAL <u>BUILDING INTERIOR IMPROVEMENT</u> ELIGIBLE ACTIVITIES INCLUDED IN PROJECT	CHECK BOX
Structure stabilization (repair/replacement of foundations, footers, load bearing walls, roofing systems)	
Plumbing, natural gas and electrical systems	
Energy efficiency improvements (window upgrades, insulation, hot water heater, HVAC systems)	
Painting when accompanied with interior work such as installing or relocating walls, minor demolition, and any work as long as it is part of an improvement and not the sole project for which a funding request is being made	
Remediation of environmental contamination on the interior of the building including painting, such as lead, mold, or asbestos	
Architectural, Engineering, Permitting and Development Review Fees (May not to exceed 10 percent of the total eligible project costs.)	



Lealman CRA Commercial Grant Program Application

Applicant Certification and Signatures

I certify that the information provided in this application is true and accurate to the best of my ability, and no false or misleading statements have been made to secure approval of this application. You are authorized to make all the necessary inquiries to verify the accuracy of the information contained herein.

Applicant Signature	
Print Name	
Date	

Lealman CRA Commercial Grant Program Application

Owner Authorization

As owner of the property/properties located below, I hereby authorize the Applicant as identified above to undertake the activities specified in this application.

Property Address	
Parcel ID Number	
Owner Signature	
Print Name	
Date	