



**Lealman CRA
Community Advisory Committee
Agenda**

Wednesday February 25, 2026, 6 PM

Lealman Exchange

5175 45th St. N., Building A, Lealman, FL 33714

Zoom Meeting Link:

<https://us02web.zoom.us/j/84398669953?pwd=VTZOUZJTjBJZlZxYXQ0ZFdiOFdZdz09>

Meeting ID: 843 9866 9953

Passcode: 295022

- I. Call to Order**
- II. Introductions:** Introduce new committee and CRA Staff member
- III. Citizens' Input (3-minute limit per person)**
- IV. Approval of Minutes**
 - Meeting Minutes 12-17-25
- V. Lealman CRA Agenda Items**
 - Commercial Grant Program – **Vote of support**
 - Budget Priorities
 - Chair/Vice Chair Selection – **Vote of committee members**
 - 2026 Meeting Schedule
- VI. Additional Lealman CRA and Non-CRA Updates by Amy Davis**
- VII. Advisory Committee Member Comments**
- VIII. Adjourn**



**Lealman CRA
Community Advisory Committee
Agenda**

Wednesday December 17, 2025, 6 PM

Lealman Exchange

5175 45th St. N., Building A, Lealman, FL 33714

Zoom Meeting Link:

<https://us02web.zoom.us/j/84398669953?pwd=VTZOUZJTjBJZlZxYXQ0ZFdiOFdZdz09>

Meeting ID: 843 9866 9953

Passcode: 295022

I. Call to Order

- Chair Kim Blessinger called the meeting to order at 6:02pm.

II. Introductions

III. Citizens' Input (3-minute limit per person): None

IV. Approval of Minutes

- Chair Kim Blessinger requested a motion to approve the 9-24-2025 minutes.
- Motion by Dominic Howarth.
- Seconded by Kenneth Williams.
- Vote: Approved unianimously with no changes.

V. Lealman CRA Agenda Items

1. Public Art Project for FY26 – vote of support

- Proposed projects: wrap remaining signal boxes, refresh mural at Ray Neri Park South entrance, new mural on East side of 34th St. and 57th Ave. N.. Mural to incorporate a “Lealman” theme.
 - Chair Kim Blessinger requested a motion for vote of support.
 - Motion by Jeremy Heath.
 - Seconded by Dominic Howarth.
 - Vote: Approved unianimously with no changes.

2. Overview of timeline & steps for Implementation of Joe’s Creek Industrial Park Master Plan

- Staff presented the implementation schedule and emphasized the importance of feedback from the committee during this process.
- Committee members discussed potential impact of property taxes legislation on the Joe’s Creek Industrial Park Master Plan.
- Discussion about state statute adopted after Hurricane Ian prohibits county from adopting requirements that are more restrictive than they are already. The overlay district only provides more opportunities/options for redevelopment, it does not require existing property owners to change what they are currently doing.

3. CRA Plan Update Scope of Work Input

- Best practice is to update plan every 5-7 years. Lealman’s plan is 10 years old.
- Residential redevelopment is happening throughout neighborhoods. The focus is shifting to economic development strategies on commercial corridors.
- Committee members discussed getting more data on Lealman’s mobile home parks and their storm resilience. Other priorities discussed include transportation, attracting grocery stores, utilizing alleyways, and



redevelopment along 54th Ave.

- Committee members discussed the long-term impacts of redevelopment and the future vision for the area.

4. Discussion of Alleyway Improvement Project – what is the goal and location discussion

- Committee members discussed the original purpose of the project, enhancing walkability from alleyway 142 connected down to the neighborhood park. At the time, there were not as many sidewalks in the area and the idea was to have a linear park or trail.
- Staff discussed the potential for alleyways to be used for garage and ADU access. Some alleyways are already being actively used by the residents, and mixing pedestrian and car traffic is a safety concern.

5. Review 2025 Goals & Objectives/Performance Measure and proposed changes for FY 2026

- Staff proposed combining the two goals related to land acquisition.
- CRA met all of the goals and objectives for FY25.

6. 2026 Committee Meeting Calendar

- Committee members suggested meeting monthly instead of every other month, and to limit meetings to an hour long.

VI. Additional Lealman CRA and Non-CRA Updates by Amy Davis

- Lealman Heights began construction. 12 homes got notice to vacate, 6 have moved out.
- Construction on The Point is delayed by HUD action.
- Pond restoration: vegetation is cleared
- Project manager assigned to playground and park improvement projects
- LEX technology improvement (2 projectors) and monument sign projects are in progress.
- PSTA bus service: not many changes to the Lealman area.
- Possible land acquisition: Frontage on 54th Ave. owned by Frontier, currently used as a parking lot.
- 28th St. sidewalk project set to begin in January 2026.
- Ray Neri Park opening: Ribbon cutting will be on the same day as the Lealman Honey & Arts Festival, February 7th, 2026 at noon.

VII. Future Land Use/Zoning Updates by Scott Swearingen, Housing & Economic Development

- 5200 62nd Ave. N. is a vacant property over by HCA Hospital. They requested to change from a residential-low land use zoning to employment (i.e., industrial, offices). The surrounding properties are mostly non-residential, including long-term land uses such as the hospital and cemetery. There has been no public opposition to this land use change.

VIII. Advisory Committee Member Comments: None

IX. Adjourn

- Motion by Jeremy Heath.
- Seconded by Dominic Howarth.
- Meeting adjourned at 8:10pm.



CRA Commercial Grant Discussion #3: Vote of support

Memorandum

TO: Kim Blessinger, Chair, Lealman CRA Advisory Committee

FROM: Cameron Ehmig, CRA Specialist, Lealman CRA

THROUGH: Amy Davis, Community Coordinator, County Administration-Lealman CRA

SUBJECT: Lealman CRA Advisory Committee Meeting, February 25, 2026

DATE: February 17, 2026

CRA Commercial Grant Discussion #3: Vote of support

This is the third meeting discussing the changes and improvements to the Lealman CRA Commercial Grant Program. We are seeking a final vote of support to move forward with further approvals.

The next attachment is an outline of the changes that have been made to the Commercial Grant guidelines. The highlighted items were added since the previous meeting on this program in September. We have also attached a copy of the new guidelines, and a copy with the changes marked up.

The major changes:

- 1) Award limit is up to \$100,000 for any combination of the four categories of improvements. Except interior and food-service/grocery improvements are limited to \$25,000 each.
- 2) Added some more details about stormwater improvements based on discussions with multiple departments.
- 3) Landscaping limit (\$2,500) may be waived per staff discretion if the landscaping proposed is integral to green infrastructure stormwater management enhancements (i.e., bioswales, rain gardens, etc.)

Next step will be bringing before the Board of County Commission for consideration.

Attachments:

Outline of Changes
Clean Version of Grant Program
Tracked Changes Version of Grant Program

Outline of Changes to the Lealman CRA Commercial Improvement Grant Program

1) Overview

- a. Four categories of improvements: exterior, site, interior, and food-service.
- b. Purpose statements are provided for each category.
- c. Added “service/loading area” to site improvements
- d. Added sentence regarding:
 - i. Intention of the grant, what is ineligible for funding
 - ii. Architectural, engineering, permitting, and development review fee reimbursements.
 - iii. Food-service applicant requirements
- e. Added to property eligibility: “...frontage on the following commercial corridors” to add clarity
- f. Added updated Joe’s Creek Industrial Park map

2) Grant fund amounts:

- a. Added new table for award amounts
- b. Award limit is up to \$100,000 for any combination of categories, except interior and food-service/grocery improvements are limited to \$25,000 each.

3) Applicant Eligibility:

- a. Eligibility language changed for clarity: “Properties with approved non-residential use that meet eligibility requirements”
- b. Deleted: “National commercial franchises: 50% of payroll must be Lealman residents, must have been actively on payroll for at least 6 months working at least 20 hours/week”
 - i. Replaced with: Locally independently owned and operated franchises, owner must reside in Tampa Bay Metropolitan Statistical Area. National corporate franchises are not eligible.
- c. Deleted: “Healthcare providers: requirement to have one healthcare provider on staff with an unencumbered license; requirement for ACHA license”
 - i. Replaced with: “Healthcare providers must provide their practice’s license information”
- d. Deleted: “Not-for-profit agencies: list of all organizations under 501(c)(3), no worship unless voluntary and privately funded”
 - i. Replaced with: “Non-profit organizations must provide proof of tax-exemption under 26 U.S. Code 501 requirements” and “If the organization is faith-based, the project must be for a secular purpose and cannot advance or inhibit religion.”
- e. Added: “Applicants in the food-service business must provide proof that they have at least 5 years of food service management experience. New restaurants will need to submit their business plan for CRA review.”
- f. Added: “The grant may also be used for improving, expanding, or opening up a new food service establishment or grocery store selling fresh food”
- g. Added: “If the work proposed would remediate all code violations, this requirement may be waived at discretion of CRA staff.”

- h. Added: “Businesses that lease their location must apply if they have written/notarized approval from the building owner”; must have a minimum 5-year lease
 - i. Added: Property must not have received grant in last five years if building use or ownership remains the same, or 3 years if the use or ownership has changed
 - j. Added: “Ineligible businesses: national corporate franchises, bail/bonds, pawn shops, smoke shops, electronic or vapor cigarette stores, mini-storage facilities, adult-oriented businesses, mobile vendors, places of worship, organizations exempt from property taxes”
- 4) Lealman CRA Commercial Improvement Grant Program Eligible and Ineligible Activities
- a. Throughout list:
 - i. Added to improvements list: Matching reimbursement only upon completion of improvements
 - 1. *Old language: Fee reimbursement cannot exceed 10% of the total grant award*
 - ii. Split up exterior and site improvements
 - iii. Changed “TIF application” to “grant application” to provide continuity.
 - iv. Ineligible (changes are in bold): “Routine **or deferred** maintenance”, “Improvements performed before approval of **the grant** application”, “Work performed by an unlicensed contractor **when license is required**”
 - b. Site improvements:
 - i. Split up the one bullet point regarding site improvements, *deleted the limit on site improvement reimbursement (25%)*
 - ii. *Deleted remediation of environmental contamination*
 - iii. **Stormwater improvements: Added specific project ideas for property owners to enhance their stormwater management and comply with stormwater regulations**
 - iv. Expanded on parking lot improvements: added parking spaces, sidewalks, pathways, and included ADA-compliant improvements to the site; **added service/loading areas**
 - v. **Landscaping is now limited to \$2,500 rather than 10% of the grant award; this limit may be waived by County staff if the landscaping is integral to green infrastructure stormwater management enhancements. Also added irrigation.**
 - c. Ineligible Site improvements: added “Building improvements”, *deleted improvements related to the exterior of the building*
 - d. Exterior improvements:
 - i. Carried over from site improvements: exterior painting, re-siding, masonry repairs, removal/restoration of architectural details, awnings/canopies, windows, doors, lighting, signage
 - ii. Changes: exterior painting only eligible when combined with siding, masonry, or architectural feature restoration/removal/addition
 - iii. Added:

1. [Doors and windows] installation or replacement (including loading dock/garage doors; costs associated with changing size of openings)
 2. New roof and painting for building addition
 3. Replacement roof for entire building when combined with a significant business expansion resulting in building addition
 4. New installation or replacement of exterior signage attached to the building and/or windows (added “reimbursement for signage limited to 25% of grant award” to be consistent with site improvements)
 - e. Ineligible Exterior improvements: “Improvements to any buildings located in a residential zone or to any portion of the building used for residential purposes”, “Painting when not accompanied by...”, “Repair of doors, windows, and signage”, “Roof repair...”
 - f. Interior improvements
 - i. Re-worded “structure stabilization” to include costs associated with adding or removing walls
 - ii. Added:
 1. The only way to qualify for interior painting is by doing an interior remodel project that includes the following: flooring, ceiling, millwork/cabinetry, demolition, plumbing, natural gas, electrical
 2. Installation of a new restroom if required for change of use
 3. Cost to upsize an HVAC system due to building addition
 4. Cost associated with adding/removing walls
 5. Flood proofing for properties in a floodplain
 6. Ineligible: Improvements that are not a fixed, installed or permanent part of the building
 - iii. Deleted:
 1. Energy efficiency improvements
 2. Painting
 - g. Ineligible Interior improvements:
 - i. Added “HVAC repair” as an ineligible improvement
 - ii. Added “Improvements that are not a fixed, installed, or permanent part of the building”
 - iii. Changed language about improvements to residential buildings and exterior improvements
 - h. Food-Service/Grocery improvements: new category, included architectural/engineering and permit/development fees
 - i. Added “Installed walk-ins (freezer/fridge)”
 - ii. Added: “Utility impact fees related to change of use to food service, or expansion/new construction of a food service business”
 - iii. Added: “Improvements due to damage, including damage caused by a natural disaster or act of God”
- 5) Application submittal requirements
- a. Updated language for clarity: “Applications will be considered on a rolling basis, with approvals made...”

- b. Updated application submittal process from paper application to online application, updated contact information
 - c. Deleted requirement for national franchise applicants to provide an employee roster
 - i. Replaced with requirement for a business plan/projections
 - d. Deleted lines about non-profits and healthcare providers
 - i. Moved to end of list for clarity. Kept same requirement for non-profits: proof of tax exemption, any licenses required to perform their services
 - ii. Replaced healthcare provider requirement with: practice's license information
 - e. Added updated language about faith-based organizations based on MSTU Special Projects Funding grant
 - f. Added requirement for food-service grant applicants to provide proof that they have at least **three years of food-service experience**; new restaurants may be asked to provide a business plan, tentative menu, and/or other supporting documentation.
 - g. Deleted redundant section of "criteria"
 - i. Added: "Property is current on all property taxes, not in foreclosure, and has no outstanding liens or Code Enforcement violations. If the work proposed would remediate all code violations, this requirement may be waived at discretion of CRA staff."
 - ii. Added: Requirements for survey
 - iii. Added: CRA staff may require Zoning Certification Letter
 - iv. Added: Proposed property improvements must be consistent with Pinellas County land development regulations
- 6) Grant requirements and compliance
- a. Added:
 - i. Business owner shall complete the projects referenced in the Grant Agreement in less than 24 months
 - ii. Non-compliance with the above deadlines may result in grant award revocation
 - b. Deleted/replaced:
 - i. Deleted Notice of Commencement and timeline of commencement requirements
 - ii. Replaced "...review of Completed Work" with "CRA staff may ask for status of projects from applicant"
 - iii. Replaced paragraph of deadlines with the above bullet points
 - iv. Replaced/added clearer language about grant reimbursement process in the last sentence. Added clearer language to reflect that the applicant must pay contractors before reimbursement.
- 7) Procurement method
- a. Added clearer language saying that Waivers of Competition will only be granted under extenuating circumstances
 - b. Deleted "emergency that risks...": doesn't align with how the grant process works
 - c. Waiver of Competition: language changes for clarity

8) Change orders

- a. Deleted first sentence: redundant
- b. "Change orders, minor or significant that result in a change to the scope of work must be consistent with the standards and overall project of the original contract. Any change order or change to the scope of work that results in increased in costs shall be the applicant's responsibility"
- c. Deleted last sentence: doesn't align with how the grant process works

9) Final inspection

- a. Replaced "final disposition of funds" with "proof of payments to contractor(s)"
- b. Replaced "final payment" with "grant disbursement" for continuity of language
- c. Replaced "Permit Placard" with proof of finalized permits because it has moved to an online portal
- d. Added: "The grant payment process may take up to 45 days"

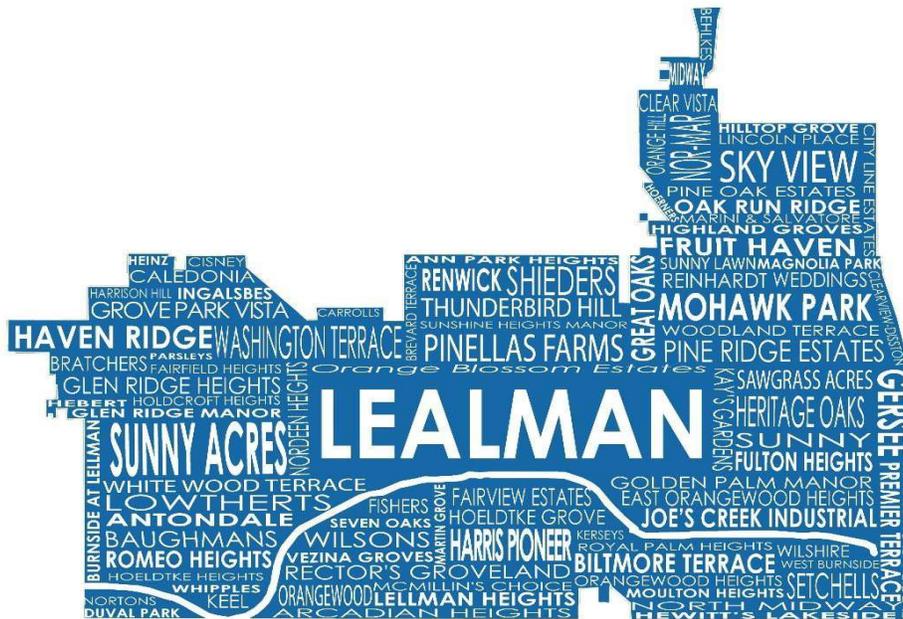
10) Additional requirements

- a. Deleted "or scope of work" because the CRA will not be altering the scope of work

11) Deleted paper application portion



Lealman Community Redevelopment Area Commercial Improvement Program Guidelines and Application Package Effective 2026



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

Cameron Ehmgig
CRA Specialist
(727) 464-5411
Cehmgig@pinellas.gov
Lealman Exchange 5175 45th Street N, Building A
Lealman, Florida 33714

Use our on-line application portal:

<https://pinellas.gov/programs/lealman-commercial-improvement-grant-program/>

Lealman Exchange 5175 45th Street N, Building A
Lealman, Florida 33714



OVERVIEW

The Lealman CRA Commercial Improvement Program is intended to provide reimbursable matching grants to accelerate and leverage private investment to improve the appearance, condition, and functionality of properties with an approved non-residential use in the Lealman Community Redevelopment Area (CRA).

Main Requirements:

- All improvements should noticeably improve the functionality or appearance of the business.
- Routine and deferred maintenance items will not be eligible for funding.
- Funds may not be used for any projects already completed or in progress.
- Contractors must be licensed, as applicable, and permits must be pulled and finalized before reimbursement

The program provides reimbursable matching grants to property owners and businesses for the following categories or types of improvements:

- 1) **Exterior:** Improvements to the building façade to enhance curb appeal and functionality
- 2) **Site:** Improvements to the parking lot, service/loading area, free-standing signs, landscaping, and stormwater management
- 3) **Interior:** Improvements that enhance interior appeal, as well as improvements that enhance business functionality (utilities, plumbing, electrical)
- 4) **Food-Service/Grocery:** Installation of permanent food-service equipment and infrastructure

The list of eligible improvements can be found later in this document.

Architectural, engineering, permitting, and development review fee reimbursements are capped at \$5,000 per application. These fees are only reimbursable in combination with other improvements, and must have been completed within the prior 12 months to the application date.

The category dedicated to food-service/grocery is intended for existing restaurants to expand their space, for new property owners to change their building’s use to food service, or for grocery stores that sell fresh food. New food-service businesses may be asked to provide a business plan, tentative menu, and/or other supporting documentation.

GRANT FUND AMOUNTS

The maximum award amount for is up to \$100,000, with interior and food-service/grocery improvements being limited to \$25,000 for each category or type of improvements.

Grant awards can be approved, as shown in the table below:

Award Limit	Improvements Categories
\$100,000	Any combination of the four categories. Interior and food-service/grocery improvements are limited to \$25,000 each.
\$25,000	Only Interior Improvements
\$25,000	Only food-service Improvements

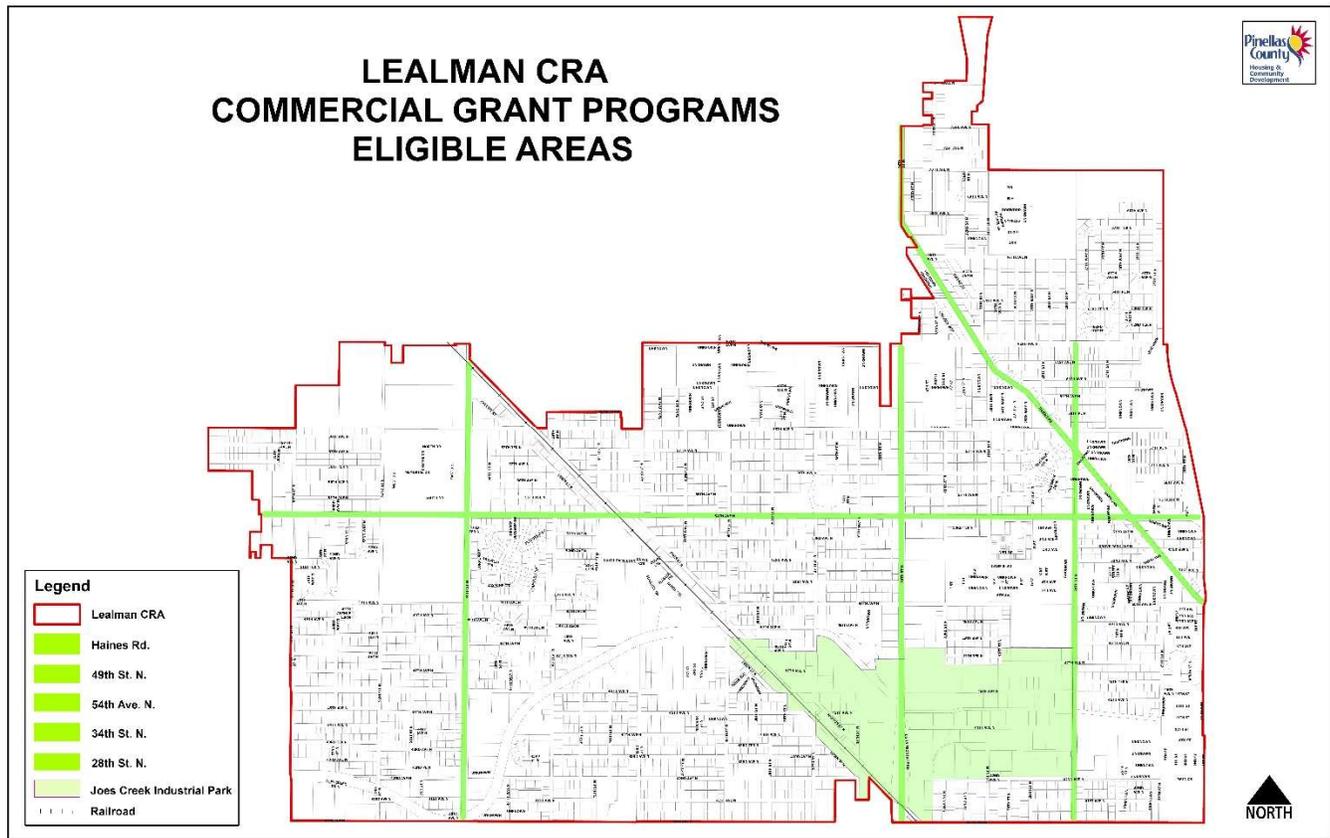
PROPERTY ELIGIBILITY

All structurally sound, properly permitted buildings in the Joe’s Creek Industrial Park or property with an approved non-residential use and has frontage on 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 below for the Joe’s Creek Industrial Park boundary and eligible commercial corridors.

Commercial Improvement Program Eligibility Map





APPLICANT ELIGIBILITY

The Lealman CRA Commercial Improvement Program is available to fund eligible site, interior and exterior improvements on properties with approved nonresidential uses that meet application eligibility requirements. The grant may also be used for improving, expanding, or opening up a new food service establishment or grocery store selling fresh food.

Businesses that lease their location may apply if they have written and notarized approval from the building owner.

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

- Ownership of the property.
- Business Owner with a minimum 5-year lease and notarized written approval from 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. If the work proposed would remediate all code violations, this requirement may be waived at discretion of CRA staff.
- Property has not received a Lealman CRA Commercial Improvement Program grant in the last five years if the building use or ownership remains the same, three years if the building use or ownership changed.
- *Locally independently owned and operated franchises*: Owner must reside in the Tampa Bay Metropolitan Statistical Area. National corporate franchises are not eligible.
- *Non-profit organizations* must provide proof of tax-exemption under 26 U.S. Code 501 requirements and any licenses or certifications required to provide their services.
- If the organization is *faith-based*, the project must be for a secular purpose and cannot advance or inhibit religion.

Ineligible businesses: national corporate franchises, bail/bonds, pawn shops, smoke shops, electronic or vapor cigarette stores, mini-storage facilities, adult-oriented businesses, mobile vendors, places of worship, organizations exempt from property taxes

Lealman CRA Commercial Improvement Program Eligible and Ineligible Activities

Eligible Site Improvements

- Stormwater improvements (improvements could include the reduction of impervious surface area such as removing unneeded pavement areas and convert to drainage areas/green space or the conversion of impervious to pervious surface(s) to better manage stormwater on property; improvements could also include green infrastructure and/or subsurface vault systems needed on-site towards stormwater management and/or treatment to comply with stormwater regulations)
- New and replacement fencing (chain link is ineligible), dumpster enclosures, and buffer walls
- Parking lots, parking spaces, service/loading areas, sidewalks, pathways, and lighting (includes ADA-compliant improvements)
- Landscaping and irrigation (no sod allowed, must be Native or "Florida-Friendly" plants and pre-approved by Pinellas County). (Landscaping is limited to \$2,500. This limit may be waived with County staff approval if

the landscaping is integral to green infrastructure stormwater management enhancements (including but not limited to rain gardens, bio-swales, etc.)

- Construction of driveway access, pedestrian, and bicycle amenities such as benches, shelters, bike racks, and bike lockers
- New installation or replacement of exterior signage, including monument and pole signs advertising the business name and identity. (Reimbursement for signage expenses are limited to 25% of the grant award.)
- Demolition
- Sewer/Potable water utility relocation.
- Architectural, engineering, permitting, and development review fees (Matching reimbursement only upon completion of improvements)

Ineligible Site Improvements

- Work performed by an unlicensed contractor when license is required
- Improvements performed before the approval of the grant application
- Building improvements
- Routine or deferred 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

- Costs associated with adding or removing walls (including costs associated with insulation, footers, load bearing walls, roofing systems, and foundations)
- Interior remodel project
 - New and replacement flooring
 - New ceiling installations
 - New millwork and cabinetry, service counters
 - Interior demolition
 - Plumbing, natural gas, and electrical systems
 - Interior painting (only when combined with a complete remodel)
- Cost associated with installation of a new restroom, if required for change of use
- Flood proofing for properties in a floodplain
- Cost to upsize an HVAC system due to significant business expansion resulting in building addition
- 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 (Matching reimbursement only upon completion of improvements)

Ineligible Interior Improvements

- Work performed by an unlicensed contractor when license is required

- Improvements performed before the approval of the grant application.
- Routine or deferred maintenance
- Painting, when not associated with other improvements
- New building construction (additions to existing structures are permitted)
- Improvements to any buildings located in a residential zoning district or to any portion of the building used for residential purposes
- Improvements to buildings constructed within the last three years
- HVAC repair; replacement only for the existing building (except for replacement due to building expansion)
- Improvements that are not a fixed, installed or permanent part of the building.

Eligible Food-Service/Grocery Expenses

- Grease traps and/or interceptors
- Kitchen hoods and/or venting
- Plumbing/electrical
- Gas lines
- Installed Walk-ins (freezer/fridge)
- Prep space
- Permanent kitchen equipment (must include installation, excluding non-fixed equipment)
- Floor drains
- Three-compartment sink
- Flooring
- AC/heat
- Fire suppression
- Solid waste/recycling systems
- Restrooms
- ADA compliance
- Utility impact fees related to change of use to food service/grocery, or expansion/new construction of a food service/grocery business
- Other improvements (approved by the CRA) to facilitate a change of use
- Architectural and engineering fees, as well as permitting and development review fees (Matching reimbursement only upon completion of improvements)

Ineligible Food-Service/Grocery Expenses

- Non-fixed equipment
- Installation of equipment by an unlicensed contractor
- Work performed by an unlicensed contractor when license is required
- Improvements performed before the approval of the grant application
- Routine or deferred maintenance
- Supplies
- Exterior building improvements, except grease interceptors
- Generators



- Furnishings, window coverings/blinds
- Improvements due to damage, including damage caused by a natural disaster or act of God
- Improvements to a detached structure
- Window or door security bars
- Security cameras and systems

APPLICATION SUBMITTAL REQUIREMENTS

Applications will be considered on a rolling basis, with approvals made 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 must be completed on the Neighborly application portal, available on our website: www.Pinellas.gov/Lealman For more information about application requirements and eligible activities, please contact:

Cameron Ehmig
CRA Specialist
(727) 464-5411
Cehmig@pinellas.gov

Application packages must include the following information:

- Completed and signed application form.
- Property is current on all property taxes, not in foreclosure, and has no outstanding liens or Code Enforcement violations. If the work proposed would remediate all code violations, this requirement may be waived at discretion of CRA staff.
- 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.)
- Legal description and survey of the project site. Per Sec. 138-3502 in the Land Development Code, vacant properties must have had their surveys completed within the last year. For developed properties the survey must have been completed within the previous five years.
- CRA staff may require a Zoning Certification letter to certify the zoning/land use and allowable use and site plan if applicable.
- Use and proposed property improvements 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.
- *Healthcare providers* must provide their practice's license information
- Applicants in the food-service business must provide proof that they have at least three years of food-service experience. New restaurant concepts may be asked to provide a business plan, tentative menu, and/or other supporting documentation. Grocery stores that sell fresh food may also be considered.

Failure to provide the required information may delay the review and approval or result in the application being denied.



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:

- Applicants shall complete the projects referenced in the Grant Agreement in less than 24 months
- Within six-24 months of execution of the Grant Agreement, CRA staff may ask for status of projects from applicant. (Length of time will depend on the nature of work proposed.)
- Non-compliance with the above deadlines may result in revocation of the Grant Award

Absent approval of an extension of the deadlines above by the CRA staff, 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.

Disbursement of the Grant will not be made until all payments are made to the contractors, and all project components identified in the Grant Agreement have been completed, inspected by the Building Department, and a Certificate of Occupancy or Certificate of Use has been issued, as applicable, 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 under extenuating circumstances, including but not limited to: (1) there is only one person or firm that can provide the service (sole source justification); or (2) 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 needed, documentation of all vendors contacted, the method of contact, their response, and the date(s) contacted.

CHANGE ORDERS

Change orders, minor or significant that result in a change to the scope of work must be consistent with the standards and overall project of the original contract. Any change order or change to the scope of work that results in increased in costs shall be the applicant's responsibility. .

FINAL INSPECTION

The project file should record all final documents, release of liens, proof of final payments to contractor(s), and photos. Before grant disbursement, staff will complete a final inspection to ensure that all work is complete per the Grant Agreement. The contractor or property/business owner must provide proof that all open permits are finalized, if applicable. During the final inspection, staff will take photos of the completed project. The grant payment process may take up to 45 days.

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, or general and special conditions. Further, Pinellas County may waive specific provisions of these requirements based upon determining the project's public benefit.

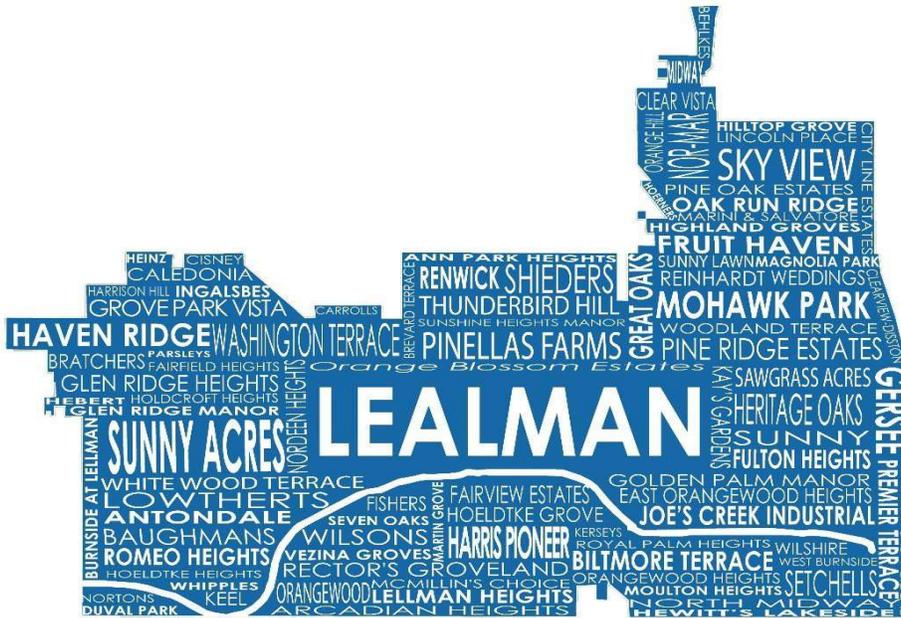




Lealman Community Redevelopment Area Commercial Improvement Program Guidelines and Application Package

Fiscal Year 2024

Effective 2026



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

[Tanya Kurtin](#)
[Cameron Ehmig](#)
CRA [Administrative Assistant Specialist](#)
(727) 464-5404/5411
tkurtin@pinellas.gov

— or —
[Felix Nunez](#)
CRA [Coordinator](#)
(727) 464-5458
fnunez@pinellas.gov Cehmig@pinellas.gov



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

[Lealman Exchange 5175 45th Street N, Building A
Lealman, Florida 33714](#)

Use our on-line application portal:

<https://pinellas.gov/programs/lealman-commercial-improvement-grant-program/>

Lealman Exchange 5175 45th Street N, Building A
Lealman, Florida 33714



OVERVIEW

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

Main Requirements:

- All improvements should noticeably improve the functionality or appearance of the business.
- Routine and deferred maintenance items will not be eligible for funding.
- Funds may not be used for any projects already completed or in progress.
- Contractors must be licensed, as applicable, and permits must be pulled and finalized before reimbursement

The program provides reimbursable matching grants to commercial property owners and businesses that upgrade their for the following categories or types of improvements:

- 1) Exterior: Improvements to the building façades façade to enhance curb appeal and functionality
- 2) Site: Improvements to the parking lot, service/loading area, free-standing signs, landscaping, lighting, loading and service areas, and other features of the exterior of their sites, and stormwater management
- 3) Interior: Improvements that enhance interior upgrades with a focus on projects appeal, as well as improvements that remedy degraded building systems and extend the economic viability enhance business functionality (utilities, plumbing, electrical)
- 4) Food-Service/Grocery: Installation of the building permanent food-service equipment and infrastructure

The list of eligible improvements can be found later in this document.

Architectural, engineering, permitting, and development review fee reimbursements are capped at \$5,000 per application. These fees are only reimbursable in combination with other improvements, and must have been completed within the prior 12 months to the application date.

The category dedicated to food-service/grocery is intended for existing restaurants to expand their space, for new property owners to change their building’s use to food service, or for grocery stores that sell fresh food. New food-service businesses may be asked to provide a business plan, tentative menu, and/or other supporting documentation.

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.



The maximum award amount for is up to \$100,000, with interior and food-service/grocery improvements being limited to \$25,000 for each category or type of improvements.

Grant awards can be approved, as shown in the table below:

Award Limit	Improvements Categories
\$100,000	Any combination of the four categories. Interior and food-service/grocery improvements are limited to \$25,000 each.
\$25,000	Only Interior Improvements
\$25,000	Only food-service Improvements

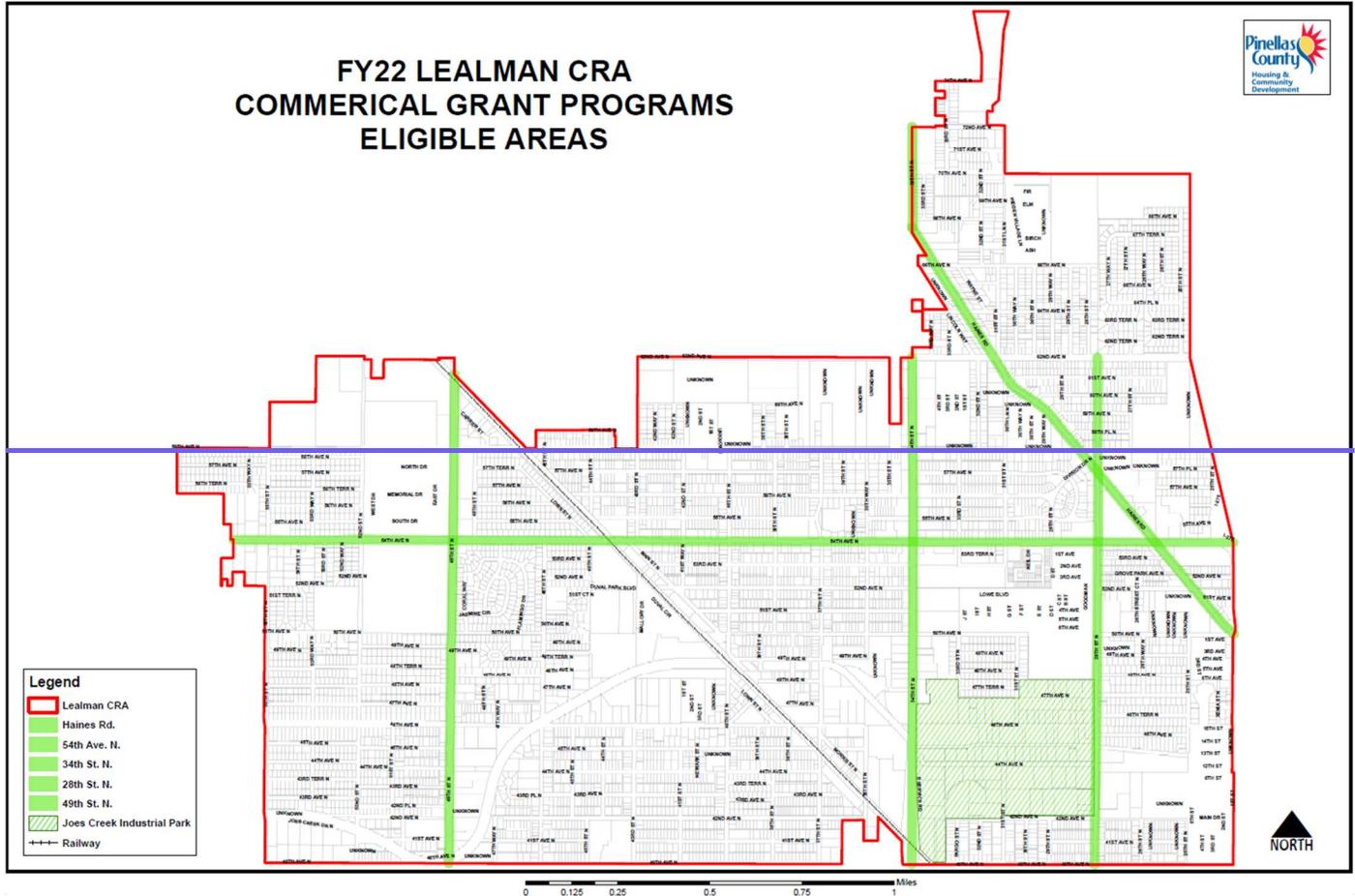
PROPERTY ELIGIBILITY

All structurally sound, properly permitted buildings in the Joe’s Creek Industrial Park or property with an existing commercial approved non-residential use ~~located in~~ and has frontage on 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 below for the Joe’s Creek Industrial Park boundary and eligible commercial corridors.

FY22 LEALMAN CRA COMMERCIAL GRANT PROGRAMS ELIGIBLE AREAS



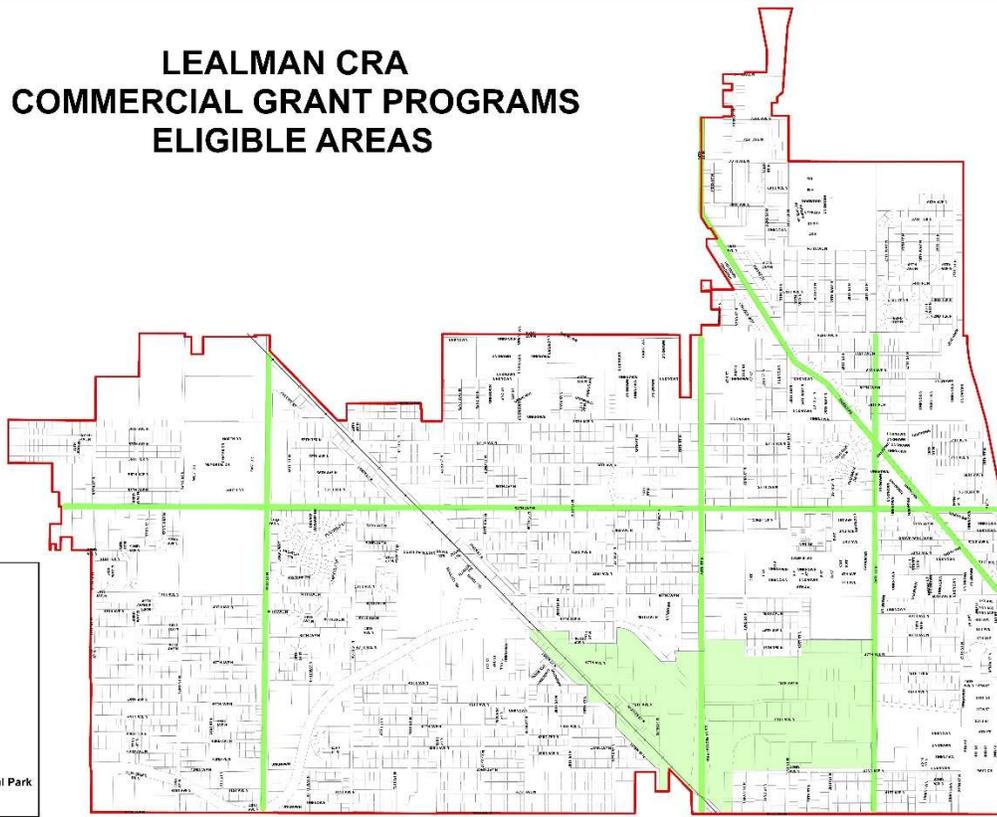
[Commercial Improvement Program Eligibility Map](#)

LEALMAN CRA COMMERCIAL GRANT PROGRAMS ELIGIBLE AREAS



Legend

-  Lealman CRA
-  Haines Rd.
-  49th St. N.
-  54th Ave. N.
-  34th St. N.
-  28th St. N.
-  Joes Creek Industrial Park
-  Railroad





APPLICANT ELIGIBILITY

The Lealman CRA Commercial Improvement Programs are Program is available to fund eligible site, interior and exterior improvements on commercial, industrial, and mixed-use properties with approved nonresidential uses 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 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 501application eligibility 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.The grant may also be used for improving, expanding, or opening up a new food service establishment or grocery store selling fresh food.

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 corporation[‡] 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.

Businesses that lease their location may apply if they have written and notarized approval from the building owner.

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

- Ownership of the property (or notarized written approval from the property owner).
- Business Owner with a minimum 5-year lease and notarized written approval from property owner.

[‡]Adult businesses are not eligible for grant funds.



- 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 If the work proposed would remediate all code violations, this requirement may be waived at discretion of CRA staff.
- ~~Property has not received an improvement grant in the last five years.~~
- a Lealman CRA Commercial ~~Site and Building Interior~~ Improvement ~~Grant~~ Program grant in the last five years if the building use or ownership remains the same, three years if the building use or ownership changed.
- Locally independently owned and operated franchises: Owner must reside in the Tampa Bay Metropolitan Statistical Area. National corporate franchises are not eligible.
- Non-profit organizations must provide proof of tax-exemption under 26 U.S. Code 501 requirements and any licenses or certifications required to provide their services.
- If the organization is faith-based, the project must be for a secular purpose and cannot advance or inhibit religion.

Ineligible businesses: national corporate franchises, bail/bonds, pawn shops, smoke shops, electronic or vapor cigarette stores, mini-storage facilities, adult-oriented businesses, mobile vendors, places of worship, organizations exempt from property taxes

Lealman CRA Commercial Improvement 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, Stormwater improvements (improvements could include the reduction of impervious surface area such as removing unneeded pavement areas and convert to drainage areas/green space or the conversion of impervious to pervious surface(s) to better manage stormwater on property; improvements could also include green infrastructure and/or subsurface vault systems needed on-site towards stormwater management and/or treatment to comply with stormwater regulations)
- New and replacement fencing (chain link is ineligible), dumpster enclosures, and buffer walls
- Parking lots, parking lots, landscaping spaces, service/loading areas, sidewalks, pathways, and lighting (includes ADA-compliant improvements)
- Landscaping and irrigation (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). (Landscaping 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 \$2,500. This limit may be waived with County staff approval if the landscaping

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

is [integral to green infrastructure stormwater management enhancements \(including but not limited to 10% of the total grant award.\)](#)rain gardens, bio-swailes, etc.)

- Construction of driveway access, pedestrian, and bicycle amenities such as benches, shelters, bike racks, and bike lockers
- ~~Installation~~[New installation](#) or [repair](#)~~replacement~~ of exterior signage, including ~~wall, window, hanging,~~ and ~~monument~~ [and pole](#) 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 (Matching reimbursement cannot exceed 10% percent of the total grant award.)~~ [only upon completion of improvements](#))

Ineligible Site Improvements

- ~~Installation of aluminum or vinyl siding~~
- Work performed by an unlicensed contractor [when license is required](#)
- Improvements performed before the approval of the ~~TIF~~[grant](#) 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.~~
- [Building improvements](#)
- Routine [or deferred](#) 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~~ [Costs associated with adding or removing walls \(including costs associated with insulation, footers, load-bearing walls, and roofing systems\), and foundations](#))
- [Interior remodel project](#)
 - [New and replacement flooring](#)

- [New ceiling installations](#)
- [New millwork and cabinetry, service counters](#)
- [Interior demolition](#)
- [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.~~
- [Interior painting \(only when combined with a complete remodel\)](#)
- [Cost associated with installation of a new restroom, if required for change of use](#)
- [Flood proofing for properties in a floodplain](#)
- [Cost to upsize an HVAC system due to significant business expansion resulting in building addition](#)
- 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.~~ [\(Matching reimbursement only upon completion of improvements\)](#)

Ineligible Interior Improvements

- Work performed by an unlicensed contractor [when license is required](#)
- Improvements performed before the approval of the ~~TIF~~ grant application.
- ~~Any exterior work not made necessary by interior improvements (i.e., windows and roofing systems)~~
- ~~Routine or deferred 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 buildings located in mixed-use projects, defined as more than 50 percent a residential zoning district or to any portion of the building in residential use. (Commercial space associated with mixed-use projects is eligible for funding.)~~ [used for residential purposes](#)
- Improvements to buildings constructed within the last ~~five~~ [three](#) years
- [HVAC repair; replacement only for the existing building \(except for replacement due to building expansion\)](#)
- [Improvements that are not a fixed, installed or permanent part of the building.](#)

Eligible Food-Service/Grocery Expenses

- [Grease traps and/or interceptors](#)
- [Kitchen hoods and/or venting](#)
- [Plumbing/electrical](#)
- [Gas lines](#)
- [Installed Walk-ins \(freezer/fridge\)](#)
- [Prep space](#)

- [Permanent kitchen equipment \(must include installation, excluding non-fixed equipment\)](#)
- [Floor drains](#)
- [Three-compartment sink](#)
- [Flooring](#)
- [AC/heat](#)
- [Fire suppression](#)
- [Solid waste/recycling systems](#)
- [Restrooms](#)
- [ADA compliance](#)
- [Utility impact fees related to change of use to food service/grocery, or expansion/new construction of a food service/grocery business](#)
- [Other improvements \(approved by the CRA\) to facilitate a change of use](#)
- [Architectural and engineering fees, as well as permitting and development review fees \(Matching reimbursement only upon completion of improvements\)](#)

Ineligible Food-Service/Grocery Expenses

- [Non-fixed equipment](#)
- [Installation of equipment by an unlicensed contractor](#)
- [Work performed by an unlicensed contractor when license is required](#)
- [Improvements performed before the approval of the grant application](#)
- [Routine or deferred maintenance](#)
- [Supplies](#)
- [Exterior building improvements, except grease interceptors](#)
- [Generators](#)
- [Furnishings, window coverings/blinds](#)
- [Improvements due to damage, including damage caused by a natural disaster or act of God](#)
- [Improvements to a detached structure](#)
- [Window or door security bars](#)
- [Security cameras and systems](#)

APPLICATION SUBMITTAL REQUIREMENTS

Applications will be ~~accepted~~[considered](#) on a rolling basis, with ~~funding awarded~~[approvals made](#) 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~~[must be completed on](#) 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. Neighborly application portal, available on our website: www.Pinellas.gov/Lealman~~ For more information about application requirements and eligible activities, please contact:



[Tanya Kurtin](#)

[Cameron Ehmig](#)

CRA [Administrative Assistant Specialist](#)

(727) 464-5404/5411

tkurtin@pinellas.gov

or

[Felix Nunez](#)

CRA Coordinator

(727) 464-5458

fnunez@pinellas.gov

Cehmig@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.~~
- Property is current on all property taxes, not in foreclosure, and has no outstanding liens or Code Enforcement violations. If the work proposed would remediate all code violations, this requirement may be waived at discretion of CRA staff.
- 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. Per Sec. 138-3502 in the Land Development Code, vacant properties must have had their surveys completed within the last year. For developed properties the survey must have been completed within the previous five years.
- Use CRA staff may require a Zoning Certification letter to certify the zoning/land use and allowable use and site plan if applicable.

- [Use and proposed property improvements](#) 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~~[Grant](#) will fund.
- [Healthcare providers must provide their practice's license information](#)
- [Applicants in the food-service business must provide proof that they have at least three years of food-service experience. New restaurant concepts may be asked to provide a business plan, tentative menu, and/or other supporting documentation. Grocery stores that sell fresh food may also be considered.](#)

Failure to provide the required information ~~will~~[may](#) delay the review and approval ~~and result or 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~~[Applicants shall complete the projects referenced in the Grant Agreement in less than 24 months](#)
- [Within six-24 months of execution of the Grant Agreement, request a "Review of Completed Work" CRA staff may ask for status of projects from the Pinellas County Redevelopment Agency \(Agency\)-applicant. \(Length of time will depend on the nature of work proposed.\)](#)
- ~~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~~[Non-compliance with](#) the above ~~commencement deadlines-~~ [may result in revocation of the Grant Award](#)

Absent approval of an extension of the deadlines above by the [Agency CRA staff](#), 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 Disbursement of the project Grant will not be made until all payments are made to the contractors, and all project components identified in the grant agreement budget Grant Agreement have been completed, inspected by the Building Department, and issued a Certificate of Occupancy or Certificate of Use has been issued, 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 under extenuating circumstances~~, 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) ~~2~~ 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~~ needed, documentation ~~indicating of~~ all vendors contacted, the method of contact, ~~their response~~, 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.~~

Change orders, minor or significant that result in a change to the scope of work must be consistent with the standards and overall project of the original contract. Any change order or change to the scope of work that results in increased in costs shall be the applicant's responsibility. .

FINAL INSPECTION

The project file should record all final documents, release of liens, proof of final disposition of funds, payments to contractor(s), and photos. Before ~~issuing the final payment grant disbursement~~, staff will complete a final inspection to ensure that all work is complete per the ~~contract and the work write-up Grant Agreement~~. The contractor or property/business owner must provide ~~the Permit Placard and ensure~~ proof that all open permits are finalized, if applicable. During the final inspection, staff will take photos of the completed project. The grant payment process may take up to 45 days.

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, or 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 SITE IMPROVEMENT 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 BUILDING INTERIOR IMPROVEMENT 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	



Proposed FY 2027 Budget Priorities

Memorandum

TO: Kim Blessinger, Chair, Lealman CRA Advisory Committee

FROM: Amy Davis, Community Coordinator, County Administration-Lealman CRA

THROUGH: Amy Davis, Community Coordinator, County Administration-Lealman CRA

SUBJECT: Lealman CRA Advisory Committee Meeting, February 25, 2026

DATE: February 18, 2026

FY27 Budget Priorities Discussion

The preliminary budget is due by the end of February, and in preparation for this, we want to collect any input on budget priorities from the Committee. A draft preliminary budget is attached, which reflects an estimated fund balance for each cost center (MSTU and County-wide Millage). The budget will continue to get refined as time passes and reviews are made up through the time it gets adopted by the Board of County Commission.

The expenditures must meet state statute, be aligned with the CRA Plan, and meet the County CRA Policy of 2018, which restricts certain expenditures from being funded from the county-wide Millage versus the MSTU Millage.

Draft of Preliminary Lealman CRA Budget Priorities

	FY26 Budget	FY26 Estimate	FY27 Request	MSTU FB	County-wide FB	County TIF CRA Priorities	FY28 Request
Fund Balance (project EOY FY24)	10,197,010	11,132,400	12,422,260	1,128,590	11,293,670		
MSTU TIF/Revenue	1,598,490	1,598,490	1,756,870	1,756,870	0		
County-wide TIF	3,780,100	3,780,100	3,901,040	0	3,901,040		
Fund Balance & Revenues	15,575,600	16,510,990	18,080,170	2,885,460	15,194,710		
Expenditures							
Personnel & Benefits	567,130	519,570	561,460	561,460	0		
Operating/Contractual Services Expenses	237,590	285,850	203,500	118,500	85,000		
LEX Strategic Plan Implementation	175,000	175,000	175,000	175,000	0		175,000
Vegatative Alleyway Maintenance Program	140,000	140,000	145,000	0	145,000	Mobility	152,250
Home Investment Program (HIP)	1,000,000	1,310,000	0	0	0		1,500,000
Public Art	50,000	50,000	50,000	50,000	0		50,000
Alleyway Connectivity Design	350,000	0	350,000	350,000	0		updated
CRA Plan Update/Professional Services	377,980	300,900	50,000	50,000	0		50,000
Alley Grading Maintenance Program	0	0	370,000	0	370,000	Mobility	375,000
Street Sign Replacement to Lealman Design	0	0	324,000	324,000	0		0
Capital Outlay							
Land Acquisition/Clearing/Site Prep/Cleanup	2,000,000	1,000,000	2,000,000	0	2,000,000	Econ Development	2,000,000
Joe's Creek Industrial Park Improvements	8,582,900	0	9,994,710	0	9,994,710	Econ Development	updated
Linking Lealman Projects (CIP)	1,000,000	0	2,000,000	0	2,000,000	Mobility	1,000,000
LEX Monument Sign	0	65,560	0	0	0		0
Design/Construction Lealman Park Impr (CIP)	325,000	40,000	385,000	385,000	0		0
Ray Neri Park Improvements	0	0	371,500	371,500	0		updated
Grants							
Residential Improvement Grants	370,000	370,000	500,000	500,000	0		500,000
ADU Grants	100,000	0	100,000	0	100,000	Afford Housing	300,000
Commercial Façade Grants	300,000	150,000	500,000	0	500,000	Economic Dev	700,000
Expenditures Total	15,575,600	4,406,880	18,080,170	2,885,460	15,194,710		6,802,250
Remaining Balance				0	0		



Lealman CRA Advisory Committee 2026 Chair and Vice-Chair Selection

Memorandum

TO: Kim Blessinger, Chair, Lealman CRA Advisory Committee

FROM: Amy Davis, Community Coordinator, County Administration-Lealman CRA

SUBJECT: Lealman CRA Advisory Committee Meeting, February 25, 2026

DATE: February 17, 2026

Lealman CRA Committee Members will choose the next Chair and Vice-Chair for 2026.



Lealman CRA Advisory Committee 2026 Meeting Schedule

Memorandum

TO: Kim Blessinger, Chair, Lealman CRA Advisory Committee

FROM: Amy Davis, Community Coordinator, County Administration-Lealman CRA

SUBJECT: Lealman CRA Advisory Committee Meeting, February 25, 2026

DATE: February 18, 2026

Lealman CRA Committee discussion on December 17, 2025 meeting requested that the committee meeting monthly with the goal of the duration of the meeting be shortened to no more than 1 hour.

See attached meeting schedule for approval.



Lealman Exchange

5175 45th St. N.

St. Petersburg, FL 33714

2026 Lealman CRA Advisory Committee Meeting Schedule

January 2026 – No meeting

February 25, 2026 @ 6pm

March 25, 2026 @ 6pm

April 22, 2026 @ 6pm

May 27, 2026 @ 6pm

June 24, 2026 @ 6pm

July 22, 2026 @ 6pm

August 26, 2026 @ 6pm

September 23, 2026 @ 6pm

October 28, 2026 @ 6pm

November 18, 2026 (third Wednesday) @ 6pm

December 16, 2026 (third Wednesday) @ 6pm