

# Community Redevelopment Agency

## Agenda

City Hall - Commission Chambers  
Tuesday, May 12, 2026, 5:30 PM



PROUD Heritage | PROMISING Future

<u>CRA</u>	<u>CITY OFFICIALS</u>
Scott Black, Chairman Normita L. Woodard, Vice-Chair Kristin Church, Member James D. Shive, Member Mike Stout, Member	Marieke vanErven, City Manager Angelia Guy, City Clerk Patrick Brackins, City Attorney Peter Altman, Finance Officer

Page

### A. MEETING PROCEDURES

- A.1.** The City Commission will be meeting in person. As an alternate option, the public may attend virtually. The virtual meeting will be in “watch/listen mode” only; no public comments will be taken virtually.

**To join the Zoom Meeting by computer or smart device:**

<https://us06web.zoom.us/j/86264442414?pwd=ECBavHbrtukToyMjOS381GD1focVIJ.1>

**Meeting ID: 862 6444 2414**

**Passcode: 267192**

**Dial by phone + 1929 205 6099**

**Public Comment:** If you are present in the Commission Chambers, you will be limited to **three minutes** to make your comments as is the usual rule of procedure for City Commission meetings, except for matters heard in a quasi-judicial capacity. Public comments will not be taken virtually.

**Submission of Presentations:** For security purposes, the City cannot accept jump drives or other USB devices. Please contact the City Clerk for more information.

### B. CALL TO ORDER

- B.1.** Invocation- Commissioner Stout, Pledge of Allegiance  
**B.2.** Roll Call

**C. MODIFICATION TO THE AGENDA, DISCLOSURE OF ANY KNOWN CONFLICT OF INTEREST**

**D. PUBLIC COMMENTS**

**E. APPROVAL OF MINUTES**

- E.1. DRAFT CRA MINUTES 4-14-2026 4 - 8  
[DRAFT CRA MINUTES 4-14-2026](#)

**F. CONSENT AGENDA**

**G. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA (IF ANY)**

**H. UNFINISHED BUSINESS**

**I. NEW BUSINESS**

- I.1. Discussion and direction on the addition of a screen fence on Alley #1 9 - 10  
Make a recommendation on the addition of a white 6 foot tall fence to the Downtown Alleyway #1 to screen the service alley behind the 7th Street buildings  
[Agenda Memo - Discussion and direction on the addition of a screen fence on Alley #1 - Html](#)  
[Alley 1 proposed fence location](#)

- I.2. CRA Sign Grant Program 11 - 19  
Staff recommends the CRA board approve the proposed Sign Grant program guidelines and application process.  
[Agenda Memo - CRA Sign Grant Program - Html](#)  
[CRA Sign Grant Project Guidelines and Application](#)

- I.3. Zoroot Properties Building Exterior Grant Application 20 - 43  
Approve the CRA Building Exterior Grant Application for reimbursement, in an amount not to exceed \$9,625.00 for eligible costs.  
[Agenda Memo - Zoroot Properties Building Exterior Grant Application - Html](#)  
[CRA Building Exterior Grant Application](#)  
[Photos of Elevations](#)  
[1-Morgans Paint Quote for Building](#)  
[2-Painting Warriors LLC - Estimate EST0060](#)  
[3- Visual Enhancements Paint Proposal 19](#)

**J. BOARD MEMBER ITEMS**

**K. NOTED ITEMS**

**L. ADJOURNMENT**

**FOOTER TEXT**

**MANNER OF ADDRESSING THE BOARD: TIME LIMIT:** The CRA Board welcomes

comments from the public regarding non-agenda items during the Public Comment portions of the meeting related to the CRA Board and agenda items as scheduled. Any person desiring to address the board shall secure the permission of the Presiding Officer to do so. Each person addressing the board shall do so from the podium, shall remain at the podium at all times during their remarks and shall give their name and address in an audible tone of voice for the record prior to beginning their remarks. Any person wishing to approach the dais from the podium to submit materials to the board must first seek and receive permission from the presiding officer before approaching the dais. Unless further time is requested and granted by the board, each person addressing the board shall limit their address to three minutes. All remarks shall be addressed the board as a body and not to any individual member of the board, city officer or city employee. No person other than the board and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the city commission, without permission from the providing officer. No question shall be asked of an individual member, or city official or city employee except through the presiding officer. Any person making obscene, impertinent, slanderous, vulgar, or abusive remarks or who shall become violent, belligerent, or boisterous while addressing the city commission shall be instructed by the presiding officer to cease making such remarks or engaging in such conduct. If the person fails to comply with the presiding officer's instruction(s), then they may be removed from the Commission Chambers upon the presiding officer's directive, unless permission to continue is granted by a majority of the city commission.

**APPEALS:** Any person desiring to appeal any decision made by the City Commission with respect to any matter considered at any meeting or hearing will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

**DISABILITY:** If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled at no cost to you to the provision of certain assistance within two (2) working days of your receipt of this notice. Please contact the Dade City Clerk's office, P.O. Box 1355, Dade City, FL 33526-1355; (352) 523-5052 for further assistance and information.

# Community Redevelopment Agency

## Minutes

City Hall - Commission Chambers  
Tuesday, April 14, 2026, 5:30 PM



PROUD Heritage | PROMISING Future

### Members Present

Scott Black, Chairman  
Normita L. Woodard, Vice Chair  
Kristin Church, Member  
Ann E. Cosentino, Member  
James D. Shive, Member

### Staff Present

Marieke vanErven, City Manager  
Angelia Guy, City Clerk  
Patrick Brackins, City Attorney  
Peter Altman, Finance Officer  
William Toner, Public Works Director  
Catherine Ralston, Community & Economic  
Development Director  
Lorenzo Moreno, Operations Captain

### Members Absent/Regrets

## A. MEETING PROCEDURES

- A.1. The City Commission will be meeting in person. As an alternate option, the public may attend virtually. The virtual meeting will be in “watch/listen mode” only; no public comments will be taken virtually.

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**Submission of Presentations:** For security purposes, the City cannot accept jump drives or other USB devices. Please contact the City Clerk for more information.

## B. CALL TO ORDER

5:33 PM

**B.1. The invocation was given by Member Shive and followed by the Pledge of Allegiance.**

**B.2. Roll Call**

All members were seated and present.

**C. MODIFICATION TO THE AGENDA, DISCLOSURE OF ANY KNOWN CONFLICT OF INTEREST**

No modifications to the agenda were requested. No conflicts of interest were disclosed.

**D. PUBLIC COMMENTS**

No members of the public came forward to speak on downtown redevelopment matters. The public comment period was closed.

**E. APPROVAL OF MINUTES**

**E.1. DRAFT CRA Meeting Minutes 03-10-2026**

Moved by Vice-Chair Woodard, seconded by Member Shive

**FOR:** Black, Woodard, Church, Cosentino, and Shive

**AGAINST:** None

**CARRIED.**

**F. CONSENT AGENDA**

No items were listed under the Consent Agenda.

**G. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA (IF ANY)**

No items were removed from the Consent Agenda.

**H. UNFINISHED BUSINESS**

**H.1. Appointment of Redevelopment Advisory Committee (RAC) Member**

Member Shive presented the application of Terry Trekus, owner of the Inspired Furniture Store in downtown Dade City, for appointment to the Redevelopment Advisory Committee. No further discussion was held.

Moved by Member Shive, seconded by Member Cosentino to approve the appointment of Terry Trekus to the Redevelopment Advisory Committee.

**FOR:** Black, Woodard, Church, Cosentino, and Shive

**AGAINST:** None

**CARRIED.**

**I. NEW BUSINESS**

**I.1. Reappointment of four Redevelopment Advisory Committee Members filling the seats representing CRA Residents and Commercial Property Owners**

City Manager vanErven presented staff's recommendation to reappoint four RAC members whose terms had expired on March 14, 2026, each for a new standard three-

year term ending March 2029: Sonia Butler (CRA resident), Dr. Thomas (CRA resident), Michael Slicker (commercial property owner), and Nikki Couture (commercial property owner). All four members had met the attendance requirements of the RAC bylaws.

Vice Chair Woodard briefly sought clarification regarding whether she should abstain due to a family relationship with one of the members. City Attorney Brackins advised that abstention was not required, as the RAC is an advisory board.

Moved by Member Cosentino, seconded by Member Church

**FOR:** Black, Woodard, Church, Cosentino, and Shive

**AGAINST:** None

**CARRIED.**

### **I.2. Public Mural Grant Program**

City Manager vanErven presented a request for approval to implement a Downtown CRA Public Mural Grant Program, with a planned application launch date of April 15, 2026. The program's objective is to use public murals as a catalyst for redefining the downtown area as a destination for arts and culture. The program offers a 50/50 funding match not to exceed \$5,000, reduced to a 75/25 match not to exceed \$2,500 if the design contains direct business advertising. No logos may be present to receive grant funding. Funding would be drawn from the \$45,000 already allocated in the fiscal year 2025–26 CRA budget for CRA grants, with no additional appropriation required. The Redevelopment Advisory Committee had reviewed and approved the application and processes at its March 2026 meeting.

Member Shive expressed strong support, noting that public murals generate economic impact and add creativity and beauty to the City. Member Cosentino suggested replacing the word "timeless" in the program language, noting it may be confusing with the goal of historical storytelling, and proposed alternatives such as "colorful" or "impactful." Chairman Black acknowledged the comment.

Moved by Member Shive, seconded by Vice-Chair Woodard

**FOR:** Black, Woodard, Church, Cosentino, and Shive

**AGAINST:** None

**CARRIED.**

### **I.3. Re-establishment of the Dade City Main Street Program**

City Manager vanErven presented a request for direction to proceed with reestablishing the Dade City Main Street Program. Staff had been working with representatives from the Florida Main Street program in Tallahassee toward this goal. The original program was established in 1987 and remained active until 2013. The Main Street four-point approach focuses on creating jobs, saving tax dollars, preserving historic resources, and building community pride. Proposed next steps included hosting a community meeting on May 21, 2026 at 6:00 PM in Commission Chambers, establishing a new nonprofit with the IRS, identifying board members, and securing startup funding. No funding was required at this stage.

Chairman Black expressed support, noting the honor of being among Main Street cities and acknowledged the presence of former Main Street program leaders in the audience.

Member Shive, noting his personal history as a volunteer with the original program, voiced strong support and recommended adding a fifth point to the Main Street approach focused on event planning and coordination to promote economic vitality downtown. He also emphasized the need for a dedicated Main Street director to manage the program's workload. Member Cosentino expressed enthusiasm, noting the original 1987 application was fascinating to read and demonstrated many similarities to the city's current situation.

Moved by Member Shive, seconded by Member Cosentino

**FOR:** Black, Woodard, Church, Cosentino, and Shive

**AGAINST:** None

**CARRIED.**

**I.4. Community Redevelopment Agency FYE 24 Audit Report**

City Manager vanErven reported that the fiscal year ending 2024 CRA audit had been delivered to the Auditor General and received by the State in time to avoid legal action by the Department of Commerce. Staff requested that the board receive, accept, and approve payment of the audit invoice.

Member Church requested clarification on the steps taken to prevent future audit delays, specifically regarding the one material finding noted in the report. Finance Officer Altman explained that the delays originated from difficulties migrating the City's financial records following a prior software transition, which had carried over into the CRA's standalone audit due to its inclusion in pooled City cash. He outlined the corrective actions taken, including the upgrade to Tyler Incode 10 software, the establishment of an audit advisory committee, the hiring of a new audit firm, and the engagement of a financial consultant. Finance Officer Altman confirmed that the citywide audit for fiscal year 2024 is expected to be completed in April 2026, with the fiscal year 2025 CRA audit expected to follow in the summer—approximately six to eight months ahead of the current delayed schedule. He also noted that the CRA is approaching its 30-year limit and that staff is already working on an expansion and revision of the CRA to allow it to continue.

Member Church confirmed that the new software and audit advisory board would remain in place going forward, and that built-in timelines and checkpoints would be maintained.

Moved by Member Church, seconded by Member Shive

**FOR:** Black, Woodard, Church, Cosentino, and Shive

**AGAINST:** None

**CARRIED.**

**J. BOARD MEMBER ITEMS**

**J.1.** Member Shive inquired about the status of the 7th Street landscape plan. City Manager vanErven reported that had been out for bid, with the bid opening having occurred that day, and that results would be brought back to the board shortly.

Vice Chair Woodard followed up regarding the alleyway project. City Manager vanErven reported that the team had a second meeting with the lighting and brick contractors and with Pasco Hernando State College's welding department to incorporate art elements,

and that the project was making great progress.

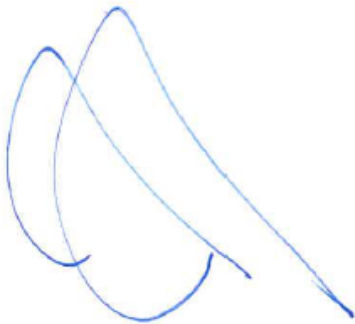
**K. NOTED ITEMS**

No noted items were presented.

**L. ADJOURNMENT**

5:58 PM

**FOOTER TEXT**

A blue ink handwritten signature consisting of several overlapping loops and a long, sweeping tail that extends downwards and to the right.

---

Scott Black, Mayor

A blue ink handwritten signature in cursive script, clearly legible as "Angelia Guy".

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Angelia Guy, City Clerk



## **AGENDA MEMO**

### **Community Redevelopment Agency**

**To:** Honorable Chair and Members of the CRA Board  
**From:** Marieke vanErven, City Manager  
**Through:** Catherine Ralston, Community & Economic Development Director  
**Re:** Discussion and direction on the addition of a screen fence on Alley #1  
**Date:** May 12, 2026

#### **RECOMMENDED ACTION**

Make a recommendation on the addition of a white 6 foot tall fence to the Downtown Alleyway #1 to screen the service alley behind the 7th Street buildings

#### **BACKGROUND SUMMARY/ANALYSIS**

The new pedestrian alley was completed between Olio's restaurant and E&G Cigars. This is the first alley way project to be constructed in the downtown. Now that the alley is open for public use, it was brought to staff's attention that the adjacent service alley serving the businesses on 7th Street does not present a pleasant view for pedestrians utilizing this new pedestrian thoroughfare.

The service alley houses all of the trash receptacles for the businesses that front onto 7th Street, including trash cans for the restaurant, antique store, bakery/donut shop, boutique and embroidery store. In order to improve this aesthetic, staff is recommending the installation of a new 6' tall white vinyl fence that would be installed from the corner of the restroom building to the corner of the Olio's restaurant. This will allow the businesses to still use the alley way without having the items visible. A gate will be installed in the fence to ensure there is exit capabilities from the service alley onto the pedestrian alley in case of emergency.

The white fence will match the fence that was installed on the opposite side of the alleyway at the back edge of the parking lot for The Book Shack. The cost of the fence, including the installation is \$2,900.

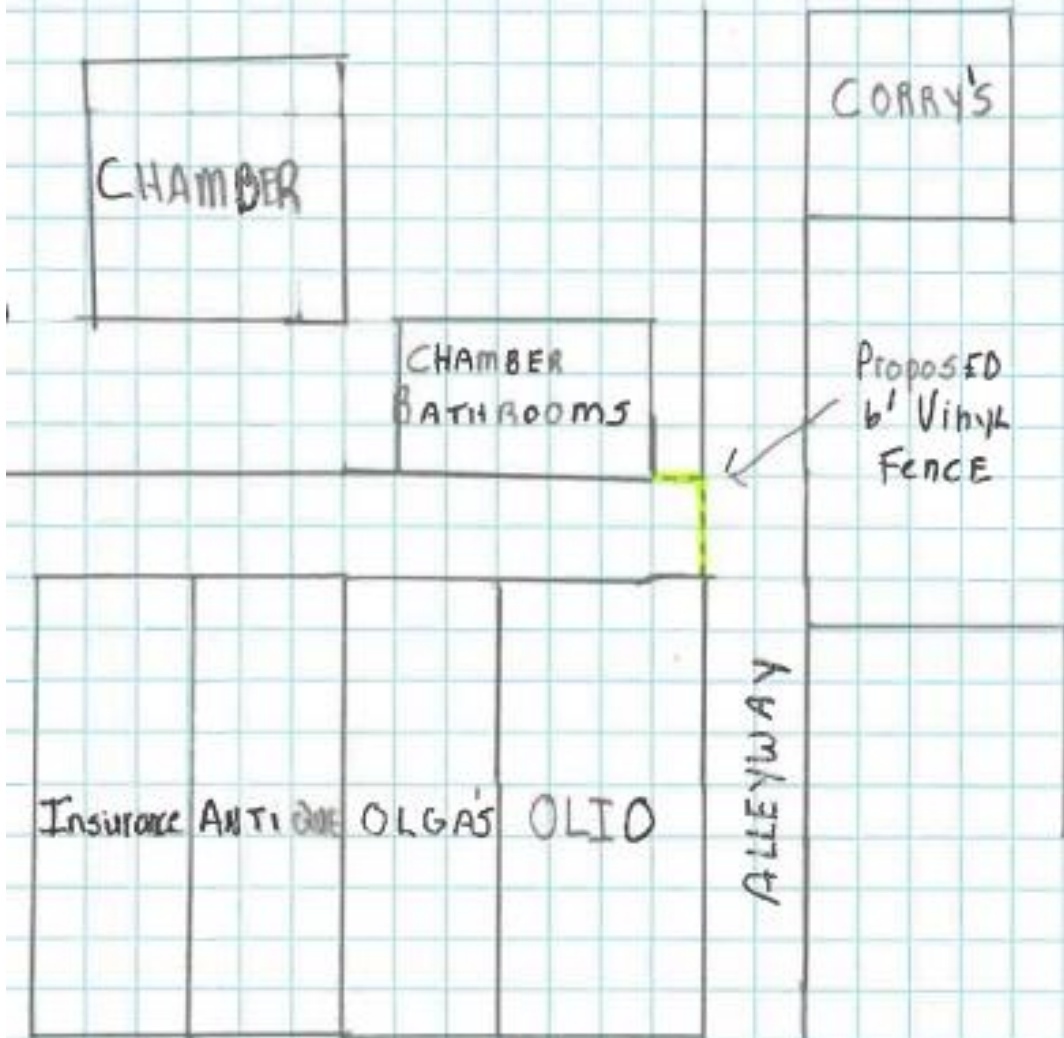
#### **ATTACHMENTS**

[Alley 1 proposed fence location](#)

#### **FUNDING**

The CRA budget does have funds set aside for the alley way projects that can be used for the fence installation.

# OLIO ALLEYWAY FENCE





## **AGENDA MEMO**

### **Community Redevelopment Agency**

**To:** Honorable Chair and Members of the CRA Board  
**From:** Marieke vanErven, City Manager  
**Through:** Catherine Ralston, Community & Economic Development Director  
**Re:** CRA Sign Grant Program  
**Date:** May 12, 2026

#### **RECOMMENDED ACTION**

Staff recommends the CRA board approve the proposed Sign Grant program guidelines and application process.

#### **BACKGROUND SUMMARY/ANALYSIS**

In January, the CRA Board directed staff to reintroduce and reimplement a commercial signage grant program. The CRA Sign Grant Program was rescinded Q1 of 2024 to allocate the grant funds for other CRA grant programs. With inflation and the importance of maintaining the integrity of our downtown historic structures, the Sign Grant Program provides an incentive for businesses to invest in high quality signage.

The purpose of the Sign Grant Program is to improve visibility for local businesses and enhance the downtown experience by encouraging carefully located and appropriately sized signage with respect to the architectural character of the area within the CRA district. Program and application guidelines will reflect similarly to current commercial grant programs. A grantee may receive up to \$2,000 in grant funds as part of a 50/50 matching grant.

The CRA Grant Programs fall within the Redevelopment Plan under: Improve Quality of Life for Residents and Visitors and Establish Dade City as an Entrepreneurial Destination.

The RAC considered the proposed re-instatement of the sign grant program at their April 2026 meeting and recommends approval to the CRA Board to approve the program.

#### **ATTACHMENTS**

[CRA Sign Grant Project Guidelines and Application](#)

#### **FUNDING**

The 25-26 CRA Budget allocated \$45,000 for CRA Grants. Funding for the new grant program will be allocated from these dollars. The CRA grants are funded through the annual CRA budget adopted by the CRA Board. No additional funding is needed for the proposed program.

## **CRA Sign Grant**

### **General Project Guidelines**

The purpose of the Sign Grant Program is to improve visibility for local businesses and enhance the downtown experience by encouraging carefully located and appropriately sized signage with respect to the architectural character of the area within the CRA district. Approval of a proposed project is based upon the project's overall consistency with the adopted Design Guidelines, CRA Redevelopment Plan and Dade City Land Development Regulations (LDR).

- 1) Signage must be planned to meet the City of Dade City, Sign Regulations and any revisions.
- 2) Signage shall be designed, constructed, and maintained to complement and accent the architectural features of the building. It should harmonize with the overall character of the building. All color schemes shall accent the building, as well as harmonize with adjacent structures.
- 3) Within a three (3) year period, only one (1) CRA Sign Grant shall be allocated to any one applicant or property, and grants shall be awarded on a first-come, first-served basis. During this three (3) year period, the receipt of a sign grant will not preclude the applicant from applying for or receiving other grants offered by the CRA and; the receipt of a previous CRA grant does not preclude an applicant from applying for or receiving a sign grant. Signage grants awarded are based on a 50/50 (Property Owner/Tenant & CRA) match of available funds, not to exceed \$2,000 within any three (3) year period.
- 4) No grant funds or matching monies shall be used for general repair, structural, or habitable work, or otherwise to meet code for occupancy of the building.
- 5) No grants will be made to government or nonprofit owned properties or to tenants in government or nonprofit owned properties.
- 6) No Signage grant will be made to CRA Board member, a CRA Board member's immediate family, or to a business entity (sole proprietorships, partnerships, corporations or limited liability companies), in which a CRA Board member or his/her immediate family member(s) has/have any ownership interest.
- 7) All property taxes, business tax receipts, and utility charges must be current at the time of the application to receive grant funds.
- 8) The applicant is responsible for obtaining any permits required to do the project. No grant funds can be used to pay any permitting fees.

- 9) In order to verify that costs are within reasonable parameters, estimates from three (3) sources are required. NOTE: Contractors who apply for permits must be certified by the City of Dade City in that specific trade.
- 10) To qualify for grant funds, a completed application (with appropriate plans) must be submitted to the City of Dade City, Attn: CRA Director, 38020 Meridian Ave (City Hall), Dade City, FL 33525-1355. Plans must comply with the City's permitting regulations.
- 11) No work funded by a Signage grant shall begin until authorized by the CRA Board.
- 12) Upon reimbursement of grant funding, the building shall be occupied by tenants within six (6) months. If this condition is not met, the grantee will refund the entirety of the grant funding received to the CRA. The owner/applicant may apply to the CRA for an extension of the six month requirement before the expiration of the six (6) months and, for good cause shown, the CRA may grant a single, three (3) month extension.
- 13) If the tenant in which a CRA Sign Grant is applied for and funded is sold or closed within three (3) years of CRA grant award, then grantee shall refund the entirety of the grant funding received to the CRA upon demand.

## **CRA Sign Grant**

### **Grant Program Procedures**

#### **Responsibilities**

CRA Director – Primary contact person, record keeper and authority for coordination of the matching grant program.

Community Redevelopment Agency Board (CRA Board) – Considers Staff's recommendations and approves or denies funding of proposed projects.

#### **Procedures**

1. A PRE-APPLICATION MEETING IS HELD BETWEEN THE CRA DIRECTOR AND GRANT APPLICANT(S) TO DISCUSS PROGRAM BENEFITS AND REQUIREMENTS, DESIGN GUIDELINES, THE LAND DEVELOPMENT REGULATIONS, APPLICATION PROCESS, SPECIFIC PROPOSAL AND ANY OTHER PERTINENT INFORMATION. (THE APPLICANT MAY FIRST WISH TO DISCUSS THE PROJECT WITH ANY PERMITTING AGENCIES IN ORDER TO GAIN SOME LEVEL OF ASSURANCE THAT THE PROJECT IS CAPABLE OF BEING PERMITTED.) TO SCHEDULE A PRE-APPLICATION MEETING PLEASE CONTACT THE CRA DIRECTOR, 352-523-5050 ext 413.

2. Applicant submits a one (1) copy of the application, including supporting data, to the CRA Community Development Director's office. The application packet is reviewed for completeness and returned to the applicant if further information is required.
3. All properties on the Historic Register will be reviewed by the Historic Preservation Advisory Committee before being taken to the CRA Board for consideration.
4. Staff reviews the application for its consistency with the adopted Design Guidelines, Land Development Regulations, Community Redevelopment Plan and general compatibility with current Community Redevelopment Area structures and themes. Grant-assisted improvements must provide continuity of historic design and strengthen existing architectural features. A recommendation of approval or denial of the application shall be made by Staff. Project applications with the Committee's recommendation will be submitted to the CRA Board for consideration at its next regularly scheduled meeting. The applicant shall also be notified of the Committee's recommendation. The applicant will be provided every opportunity to modify the original application to achieve a positive Staff recommendation prior to consideration by the CRA Board.
5. All properties located in the Dade City Historic District and designated on the Dade City Historic Register will be reviewed by the Historic Preservation Advisory Committee before being taken to the CRA Board for consideration.
6. The CRA Board will review the project application and Staff's recommendation. The CRA Board shall approve, deny, or return the application to Staff for modification of the project or additional information gathering. Any modifications to the project suggested at the CRA Board meeting, which will be incorporated into the project, must be rescheduled for another meeting with Staff. The CRA Board may approve or deny an application contrary to the Staff recommendation. However, the project considered by the CRA Board must have been wholly reviewed by Staff with no subsequent modifications. The CRA Board's ability to approve, deny, or return the application is subject to the discretion of the CRA.
7. The applicant shall be notified of the impending CRA Board application review meeting and shall be invited by the CRA Director to attend the meeting to discuss the application and respond to any questions that may arise from the CRA Board discussions. Results of the CRA Board action shall be provided in a letter to the applicant by the CRA Director. The letter shall state the reasons for the action taken by the CRA Board.

8. No work for which a grant has been sought shall begin until authorized by the CRA Board and written approval has been received by the applicant. Once written notice of CRA Board approval has been received, work may begin in accordance with the approved application. The applicant is responsible for obtaining any permits required to complete the project. CRA Board approval of the project application does not guarantee its permitting status. All related licensing requirements shall be met.
9. Any unapproved changes to the application or artistic renderings will void the grant award. If the applicant wishes to change the project after approval by the CRA Board, the applicant must contact the CRA Director. Changes will then be submitted by the CRA Director to the CRA Board for consideration.
10. All grant-compensated projects must be complete, and a detailed bill showing final payment or a final lien waiver, if applicable, submitted for reimbursement within four (4) months of CRA Board approval; otherwise, all grant funds will be forfeited. Limited time extensions may be granted by the CRA Board.
11. After work is complete, the applicant must submit to the CRA Director: (a) all paid bills or a final lien waiver for reimbursement, (b) a W-9, (c) proof of payment (i.e., cancelled check) and (d) an affidavit from the contractor certifying that all work is complete. The CRA Director shall notify the applicant of incomplete reimbursement information within five (5) days of receipt of the reimbursement request.
12. The CRA Director shall submit the detailed paid bill(s) or final lien waiver to the Finance Officer for reimbursement **once all reimbursement information is submitted within five (5) days of receipt**, along with verification that the work has been completed in accordance with the approved application. Copies will also be submitted to the City Manager.
13. The Finance Officer shall process the reimbursement to the applicant in accordance with the regular payment procedures of the City. **No funds will be disbursed until all work is completed and all items set forth in paragraph 10 above have been submitted.**

**NOTE: All grant-compensated projects (design & colors) must remain for a period of three (3) years from the date of completion before a new application may be submitted for the same property.**

**CRA Sign Grant Program Application**

**Name of Applicant:** \_\_\_\_\_

**Name of Business:** \_\_\_\_\_

**Is Applicant a Tenant or Property Owner?** \_\_\_\_\_

*(If applicant is a tenant, written authorization by the property owner must be included with application.)*

**Property Address:** \_\_\_\_\_

**Applicant Mailing Address:** \_\_\_\_\_

**Applicant Phone #** \_\_\_\_\_ **Applicant Email:** \_\_\_\_\_

**Description of Work to be completed:** *(Appropriate Drawings/Plans must be attached depicting work)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there any current Code Enforcement violations, outstanding business tax receipts, utility payments or property taxes due? YES or NO If yes, explain:

\_\_\_\_\_

**Signage work to be done:**    NEW                      ALTERATION                      REPAIR

**Bid One:** Contractor Name \_\_\_\_\_ Bid Amount \$ \_\_\_\_\_

**Bid Two:** Contractor Name \_\_\_\_\_ Bid Amount \$ \_\_\_\_\_

**Bid Three:** Contractor Name \_\_\_\_\_ Bid Amount \$ \_\_\_\_\_

**Total Cost of Project:** \_\_\_\_\_ **Amount Requested:** \_\_\_\_\_

**I hereby submit the attached plans, specifications and color samples for the proposed project and understand that these will be subject to review and must be approved by the CRA Board.**

**I understand that no work can begin until I have received written approval from the CRA Board.**

**I further understand that the project must be completed within 4 months from date of approval and grant monies will not be paid until the project is complete.**

**I certify that I have read the CRA Sign Grant General Project Guidelines and Program Procedures and agree to comply with all requirements. I further certify that no member of the CRA Board, nor any immediate family member of the CRA Board, owns a majority interest in the applicant for this grant.**

\_\_\_\_\_  
Signature of Applicant

Date \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF PASCO

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018, by \_\_\_\_\_ who are personally known to me or who have produced \_\_\_\_\_ identification.

(Seal)

\_\_\_\_\_  
Print Name: \_\_\_\_\_

Notary Public, State of \_\_\_\_\_

## Sign Grant Program Application Supporting Data

Each application shall include photos that clearly depict the proposed location of the signage and the existing condition of the building exterior(s).

**NOTE: Selections must take into account the architectural style of the building. If the property is listed on the City's historic registry, the proposed signage will be submitted for review and recommendation by the Historic Preservation Advisory Board.**

### Signs

1. Provide a color rendering of the proposed design, including specifications as to size and width.
2. Note how and where sign will be installed on the building or property.
3. Submit a written estimate(s) from the sign company.
4. Provide verification that proposed signage conforms to city ordinance.

### Projects Proposed by Tenants

1. To be eligible for a direct grant, tenants must provide a notarized authorization for the work from the property owner.

## CRA Sign Grant Program Application Checklist

- \_\_\_\_\_ Grant Application
- \_\_\_\_\_ 3 Bids
- \_\_\_\_\_ Drawings/Plans of work to be done
- \_\_\_\_\_ Current Color Photo(s) of building
- \_\_\_\_\_ Notarized approval letter from building owner if tenant is applying
- \_\_\_\_\_ W-9
- \_\_\_\_\_ Code Enforcement Actions, if any

\_\_\_\_\_ Ad Valorem Taxes, Business Tax Receipt, Utilities Paid

\_\_\_\_\_ TAC Review

\_\_\_\_\_ Historic Preservation Advisory Board Review



## AGENDA MEMO

### Community Redevelopment Agency

**To:** Honorable Chair and Members of the CRA Board  
**From:** Marieke vanErven, City Manager  
**Through:** Catherine Ralston, Community & Economic Development Director  
**Re:** Zoroot Properties Building Exterior Grant Application  
**Date:** May 12, 2026

#### **RECOMMENDED ACTION**

Approve the CRA Building Exterior Grant Application for reimbursement, in an amount not to exceed \$9,625.00 for eligible costs.

#### **BACKGROUND SUMMARY/ANALYSIS**

The applicant Zoroot Properties is requesting approval for a CRA Building Exterior grant for new paint for the Crescent Theatre Business Park. The subject address is 13906 5th Street with the parcel ID number 35-24-21-0010-00100-0190 and has over 130 feet of street frontage. Only eligible costs associated with the project would be reimbursable. The property lies within the City of Dade City’s Community Redevelopment Area.

The purpose of the Building Exterior Grant Program is to restore, improve or create historical architectural features for the existing exteriors of commercial buildings within the CRA district. The applicant provided three bids for repainting the exterior of the Crescent Theatre Business Park. The proposed repainting project is an all over shade of white with black accents. The proposed project is consistent with other paint improvements within the CRA. All property taxes are fully paid. Only eligible expenses would qualify for the 50% reimbursement, in an amount not to exceed \$15,000.

Bid Tabulations appear below.

Company	Amount
Morgan’s Painting	\$21,820.00
Painting Warriors	\$20,500.00
Visual Enhancements	\$19,250.00

Using the provided quotes, the lowest total project cost for the repainting project would be \$19,250.00. The business is then eligible for a grant amount not to exceed \$9,625.00.

Photos of the existing building can be found in the Attachments.

#### **ATTACHMENTS**

[CRA Building Exterior Grant Application](#)

[Photos of Elevations](#)

[1-Morgans Paint Quote for Building](#)

[2-Painting Warriors LLC - Estimate EST0060](#)

[3- Visual Enhancements Paint Proposal 19](#)

**FUNDING**

Funding in the amount of \$45,000 is allocated for the FY25-26 Budget Year. This is the second application for the fiscal year. If approved, \$28,572.50 would be available for future grants.

## **CRA Building Exterior Grant General Project Guidelines**

The purpose of the CRA Building Exterior Grant Program is to restore, improve, or create historical architectural features for the existing exteriors of commercial buildings within the CRA district. Approval of a proposed project is based upon the project's overall consistency with the adopted Design Guidelines, Community Redevelopment Plan and the Dade City Land Development Regulations (LDR).

- A. Where practical and economical, building exteriors shall be restored to their original period design. Otherwise, a similar architectural design shall be used. All horizontal and vertical features (lintel and piers) shall be retained.
- B. All building exteriors shall be designed, constructed, and maintained to complement and accent the architectural features of the building. Likewise, all accessories shall be in harmony with the overall character of the building. All color schemes shall accent the building, as well as harmonize with adjacent structures.
- C. Within a three (3) year period, only one Exterior Building grant shall be allocated to any one applicant or property, and grants shall be awarded on a first-come, first-served basis. During this three (3) year period, any applicants receiving an Exterior Building grant shall not be eligible to apply for any other grants available from the CRA Board. Building Exterior grants awarded are based on a 50/50 (Property Owner/Tenant & CRA) match and may not exceed the amounts identified below within any three (3) year period. Funds may be awarded as follows:
  - 1. Single story building with linear feet of less than 100' of road/alley exposure to be improved up to \$7,500 may be awarded.
  - 2. Multi story buildings or buildings with linear feet of 100' or more of road/alley exposure to be improved (including both streets on corner lots), up to \$15,000 may be awarded.
- D. No Building Exterior grant funds or matching monies shall be used for signage, landscaping, general repair, structural, or habitable work, or otherwise to meet code for occupancy of the building.
- E. No grants will be made to government or nonprofit owned properties or to tenants in government or nonprofit owned properties.
- F. No Building Exteriors grant will be made to CRA Board member, a CRA Board member's immediate family, or to a business entity (sole proprietorships, partnerships, corporations or limited liability companies), in which a CRA Board member or his/her immediate family member(s) has/have any ownership interest.
- G. All property taxes, Business tax receipts, and utility charges must be current at the time of the application to receive grant funds.
- H. The applicant is responsible for obtaining any permits required to do the project. No grant funds can be used to pay any permitting fees.
- I. In order to verify that costs are within reasonable parameters, estimates from three (3) sources are required.

NOTE: Contractors who apply for permits must be certified by the City of Dade City in that specific trade.
- J. To qualify for grant funds, a completed application (with appropriate plans) must be submitted to the City of Dade City, Attn: CRA Director, 38020 Meridian Ave (City Hall) Dade City, FL 33526.
- K. No work to be funded by a Building Exteriors grant shall begin until authorized by the CRA Board.

## **CRA Building Exteriors Grant Grant Program Procedures**

### Responsibilities

**CRA Director** – Primary contact person, record keeper and authority for coordination of the matching grant program.

**Technical Advisory Committee (TAC)** – Reviews grant applications based upon prescribed criteria and makes recommendations to the Community Redevelopment Agency Board.

**Community Redevelopment Agency Board (CRA Board)** – Considers TAC's recommendations and approves or denies funding of proposed projects.

### Procedures

1. A PRE-APPLICATION MEETING IS HELD BETWEEN THE CRA DIRECTOR AND GRANT APPLICANT(S) TO DISCUSS PROGRAM BENEFITS AND REQUIREMENTS, DESIGN GUIDELINES, THE LAND DEVELOPMENT REGULATIONS, THE APPLICATION PROCESS, SPECIFIC PROPOSAL AND ANY OTHER PERTINENT INFORMATION. (THE APPLICANT MAY FIRST WISH TO DISCUSS THE PROJECT WITH ANY PERMITTING AGENCIES IN ORDER TO GAIN SOME LEVEL OF ASSURANCE THAT THE PROJECT IS CAPABLE OF BEING PERMITTED.) TO SCHEDULE A PRE-APPLICATION MEETING, PLEASE CONTACT THE CRA DIRECTOR, 352-523-5048.
2. Applicant submits a copy of the application, including supporting data, to the CRA Director's office. The application packet is reviewed for completeness and returned to the applicant if further information is required.
3. TAC reviews the application for its consistency with the adopted Design Guidelines, Land Development Regulations, Community Redevelopment Plan and general compatibility with current Community Redevelopment Area structures and themes. Grant-assisted improvements must provide continuity of historic design and strengthen existing architectural features. A recommendation of approval or denial of the application shall be made by TAC. Project applications with the Committee's recommendation will be submitted to the CRA Board for consideration at its next regularly scheduled meeting. The applicant shall also be notified of the Committee's recommendation. The applicant will be provided every opportunity to modify the original application to achieve a positive TAC recommendation prior to consideration by the CRA Board.
4. All properties on the Historic Register will be reviewed by the Historic Preservation Advisory Committee before being taken to the CRA Board for consideration.
5. The CRA Board will review the project application and TAC's recommendation. The CRA Board shall approve, deny, or return the application to the TAC for modification of the project or additional information gathering. Any modifications to the project suggested at the CRA Board meeting, which will be incorporated into the project, must be rescheduled for another meeting of TAC. The CRA Board may approve or deny an application contrary to the TAC recommendation. However, the project considered by the CRA Board must have been wholly reviewed by the TAC with no subsequent modifications. The CRA Board's ability to approve, deny, or return the application is subject to the discretion of the CRA.

6. The applicant shall be notified of the impending CRA Board application review meeting and shall be invited by the CRA Director to attend the meeting to discuss the application and respond to any questions that may arise from the CRA Board discussions. Results of the CRA Board action shall be provided in a letter to the applicant by the CRA Director. The letter shall state the reasons for the action taken by the CRA Board.
7. No work for which a grant has been sought shall begin until authorized by the CRA Board and written approval has been received by the applicant. Once written notice of CRA Board approval has been received, work may begin in accordance with the approved application. The applicant is responsible for obtaining any permits required to complete the project. CRA Board approval of the project application does not guarantee its permitting status. All related licensing requirements shall be met.
8. Any unapproved changes to the application or constructed building exterior improvements will void the grant award. If the applicant wishes to change the project after approval by the CRA Board, the applicant must contact the CRA Director. Changes will then be submitted by the CRA Director to TAC for its review, and then to the CRA Board for consideration.
9. All grant-compensated improvements must be complete, and a detailed bill showing final payment or a final lien waiver, if applicable, submitted for reimbursement within four (4) months of CRA Board approval; otherwise, all grant funds will be forfeited. Limited time extensions may be granted by the CRA Board.
10. After work is complete, the applicant must submit to the CRA Director: (a) all paid bills or a final lien waiver for reimbursement, (b) a W-9, (c) proof of payment (i.e., cancelled check) and (d) an affidavit from the contractor certifying that all work is complete. The CRA Director shall notify the applicant of incomplete reimbursement information within five (5) days of receipt of the reimbursement request.
11. The CRA Director shall submit the detailed paid bill(s) or final lien waiver to the Finance Officer for reimbursement, along with verification that the work has been completed in accordance with the approved application. Copies will also be submitted to the City Manager.
12. The Finance Officer shall process the reimbursement to the applicant in accordance with the regular payment procedures of the City. **No funds will be disbursed until all work is completed and all items set forth in paragraph 10 above have been submitted.**

**NOTE: All grant-compensated improvements (design & colors) must remain for a period of three (3) years from the date of completion before a new application may be submitted for the same property.**

**CRA Building Exterior Grant Program Application**

Name of Applicant: Ricardo " Rick" Soriano

Name of Business: Zoroot Properties LLC

Is Applicant a Tenant or Property Owner? Property Owner

*(If applicant is a tenant, written authorization by the property owner must be included with application.)*

Property Address: 13906 5th Street Dade City, FL 33525

Single Story Building: YES or NO                      Multi-Story Building: YES or NO

Total Linear Feet of street/alley exposure to be improved: 130 \*

*(Please provide a printout of the building schematic available on the Pasco County Property Appraiser website.)*

Applicant Mailing Address: PO Box 1003, Dade City, FL 33525

Applicant Phone # 727-710-2847                      Applicant Email: Zorootproperties@gmail.com

Description of Work to be completed: *(Appropriate Drawings/Plans must be attached depicting work)*

Exterior Paint  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there any current code enforcement violations, outstanding business tax receipts, utility payments or property taxes due? YES or NO

If yes, explain: \_\_\_\_\_  
\_\_\_\_\_

**Painting:** *1 set of Color Samples must be attached*

**Bid One: Contractor Name** Morgans's Painting                      **Bid Amount \$** 21,820.00

**Bid Two: Contractor Name** Painting Warriors                      **Bid Amount \$** 20,500.00

**Bid Three: Contractor Name** Visual Enhancements                      **Bid Amount \$** 19,250.00

**Structural Alterations:**

**Bid One: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

**Bid Two: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

**Bid Three: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

**Cosmetic Alterations:** *Molding, Trim, Windows, Etc*

**Bid One: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

**Bid Two: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

**Bid Three: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

**Awnings:** *1 set of Awning Color Samples must be attached*

**Bid One: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_  
**Bid Two: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_  
**Bid Three: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

**Other:**

**Bid One: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_  
**Bid Two: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_  
**Bid Three: Contractor Name** \_\_\_\_\_ **Bid Amount \$** \_\_\_\_\_

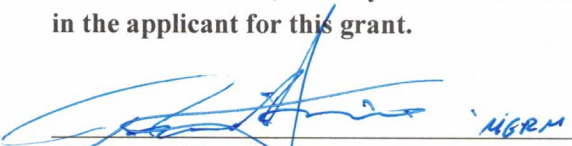
**Total Cost of Project:** \$21,820.00      **Amount Requested:** \$10,910.00

I hereby submit the attached plans, specifications and color samples for the proposed project and understand that these will be subject to review and must be approved by the CRA Board.

I understand that no work can begin until I have received written approval from the CRA Board.

I further understand that the project must be completed within 4 months from date of approval and grant monies will not be paid until the project is complete.

I certify that I have read the CRA Building Exterior Grant General Project Guidelines and Program Procedures and agree to comply with all requirements. I further certify that no member of the CRA Board, nor any immediate family member of the CRA Board, owns a majority interest in the applicant for this grant.

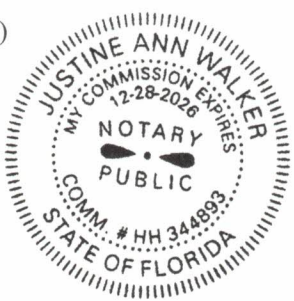
  
Signature of Applicant \_\_\_\_\_

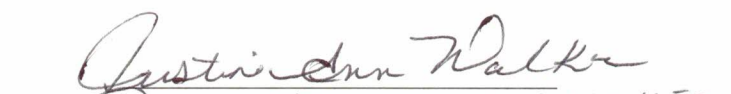
04-17-2026  
Date

STATE OF FLORIDA  
COUNTY OF PASCO

The foregoing instrument was acknowledged before me this 17 day of April 2026 by G. Ricardo Soriano who are personally known to me or who have produced Personally Known identification.

(Seal)



  
Print Name: JUSTINE ANN WALKER  
Notary Public, State of Florida

**Building Exterior Matching Grant Program  
Application Supporting Data  
(Exhibit A)**

**Each application shall include photos that clearly depict the existing condition of the building exterior(s) to be improved.**

**NOTE: Selections must take into account the architectural style of the building. If the property is listed on the City's Historic Registry, the proposed changes will be submitted for review and recommendation by the Historic Preservation Advisory Board.**

**Paint**

1. Provide samples of chosen color(s). Identify which color will be for building exterior and which colors will be used for accent.
2. Note where each color will be used.
3. Submit a written estimate from the paint contractor.

**Awnings**

1. Provide information on color and style of chosen awnings.
2. Note where awning(s) will be placed on building exterior.
3. Submit a written estimate from the awning company.
4. Provide verification that proposed awnings conform to city ordinance.

**Major Building Exterior Alteration(s)**

1. Provide a rendering of major changes, including paint and awning colors where applicable.
2. Submit a written estimate from selected contractor.

**Projects Proposed by Tenants**

1. To be eligible for a direct grant, tenants must provide a notarized authorization for the work from the property owner.

## CRA Building Exterior Grant Program Application Checklist

- Grant Application
- Building Schematic Printout from Property Appraiser's website
- 3 Bids for each phase of project
- Drawings/Plans of work to be done
- Paint Color Samples
- Awning Color Samples
- Current Color Photo(s) of building
- N/A Notarized approval letter from building owner if tenant is applying
- W-9
- N/A Code Enforcement Actions, if any
- Ad Valorem Taxes, Business Tax Receipt, Utilities Paid
- \_\_\_\_\_ TAC Review; Date Held: \_\_\_\_\_
- \_\_\_\_\_ Historic Preservation Advisory Board Review

Existing Building Facade



Proposed Rendering



# ESTIMATE

Morgan's Painting Services LLC  
6233 Emerson Rd.  
Brooksville, FL 34601

mike.morgan88@yahoo.com  
+1 (352) 403-8604



**Bill to**  
Rick Soriano

**Ship to**  
Rick Soriano

## Estimate details

Estimate no.: 1102  
Estimate date: 04/15/2026

#	Product or service	Description	Qty	Rate	Amount
1.	<b>Exterior Painting</b>	Power wash entire building, storage containers, block walls and dumpster area to remove any mildew and chalking. scrape any peeling areas and repair stucco areas where needed and fill any cracks with elastomeric filler. all exterior of building will get the Emerald series satin finish white. Storage containers will be done with the industrial Sher krill product to insure longevity to the unit's color white. All soffits front little roof inside dumpster and lower foundation areas will be black. all materials included with a Five year warranty on all workmanship.	1	\$21,820.00	\$21,820.00

**Total** **\$21,820.00**

Accepted date

Accepted by



**Painting Warriors  
LLC**

Jose Rodriguez  
35936 Jenny Lynne Cir ,  
Zephyrhills, FL 33541  
813-917-6863  
hawkmaint09@yahoo.com

**ESTIMATE**  
EST0060  
**DATE**  
Mar 11, 2026  
**TOTAL**  
USD \$20,500.00

TO  
**Rick Soriano**  
Rick@sorianoinsurance.com

DESCRIPTION	RATE	QTY	AMOUNT
2 Metal Containers	\$6,000.00	1	\$6,000.00
Paint Remover			
Scrape Paint			
Pressure Wash			
Primer			
Paint With Metal Paint			
Pressure wash walls by side of the road	\$2,500.00	1	\$2,500.00
Primer and Caulking			
Paint			

DESCRIPTION	RATE	QTY	AMOUNT
Main Building	\$12,000.00	1	\$12,000.00
Pressure Wash			
Fix all Cracks			
Primer			
Paint all Metal Walls			
Paint all Concrete Walls			
Paint Remover on Metal Containers			
Materials included			

<b>SUBTOTAL</b>	<b>\$20,500.00</b>
<b>TAX (0%)</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>USD \$20,500.00</b>

## Secure Checkout

### Sign and Approve

 Print

 Download

FINANCING NOW AVAILABLE

## Pay for your project over time



PAYMENTS STARTING FROM



**\$225**/month

**Get Started**

Checking options won't impact your credit score

### ABOUT VISUAL ENHANCEMENTS INC

 **License**  ([https://s3.amazonaws.com/joist-uploads-document-attachments/d03cae9e-c87a-4e0b-af5a-465150b2c22a/License\\_VE\\_2022-2024.pdf](https://s3.amazonaws.com/joist-uploads-document-attachments/d03cae9e-c87a-4e0b-af5a-465150b2c22a/License_VE_2022-2024.pdf))

 **Insurance**  ([https://s3.amazonaws.com/joist-uploads-document-attachments/756bb797-0e96-42fc-b7f3-7431b66a737d/Certificate\\_of\\_Ins\\_3.14.pdf](https://s3.amazonaws.com/joist-uploads-document-attachments/756bb797-0e96-42fc-b7f3-7431b66a737d/Certificate_of_Ins_3.14.pdf))

[visualenhancementsinc.com/](https://visualenhancementsinc.com/) (<https://visualenhanceme...>)

## ESTIMATE

**Visual Enhancements Inc**

Estimate #

12515

Z5052 Wipac Way C

Date

11000 Lakes, FL 34639

03/12/2026

Dade City, FL 33525 (tel:(813) 388-3839)

(727) 710-2847 [venhancements@gmail.com](mailto:venhancements@gmail.com) (mailto:[venhancements@gmail.com](mailto:venhancements@gmail.com))

Web: [www.visualenhancementsinc.com](http://www.visualenhancementsinc.com) ([//www.visualenhancementsinc.com](http://www.visualenhancementsinc.com))

<b>Description</b>	<b>Total</b>
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Exterior Painting	\$19,250.00
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\*Pressure clean entire building as well as 2 storage units and wrap around walls for dumpsters.

\*Scrape loose paint areas and preprime, fill in all stucco cracks, caulk in all doors and windows with PPG Top Gun 400 Elastomeric/Kevlar caulking.

\*Treat existing rust with PPG Amercoat industrial primer.

\*Includes Plastic protection for windows, cover plants.

\*Paint all existing stucco surfaces white as well as metal, all gutters and downspouts black as well as stucco below metal and front roof black.

\*Dumpsters black as well as wall for dumpsters.

\*PPG Permanizer satin finish for all surfaces, this is the highest quality paint available and we can match any color from any manufacturer

\*\*\*Special Notes\*\*\*

All materials and labor are included

<b>Subtotal</b>	\$19,250.00
<b>Total</b>	<b>\$19,250.00</b>

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Disclaimer:

All work is to be completed in a workmanlike manner according to standard practices. Any change or deviation from the scope of work identified herein that results in additional cost to Visual Enhancements Inc (“Contractor”) will be charged to the Customer as a cost that is separate from and in addition to the quoted price. The Contract Documents consist of this Proposal, the Terms and Conditions, all documents referenced therein, and the Limited Workmanship Warranty (if any), which are incorporated herein by reference. Customer agrees that his/her signature to any one of the Contract Documents constitutes his/her receipt and acceptance of all of the Contract Documents and Statutory Warnings. The parties agree that there is adequate consideration for this Proposal, the receipt and sufficiency of which is hereby acknowledged.

## TERMS & CONDITIONS

1. General. This proposal is subject to change without notice and is automatically withdrawn on the 30th day following the date of issue if not accepted in writing and a copy of this proposal returned to Visual Enhancements Inc (“Contractor”). If the customer cancels this Agreement prior to the start of work, Customer is liable for 15% of the total Agreement price as liquidated damages, because Contractor is unable to accurately measure its damages for the cancellation of the Agreement. By executing this Agreement Customer and Contractor agree that the liquidated damages amount is not a penalty. Contractor reserves the right to withdraw this proposal at any time prior to its acceptance or to cancel this Agreement prior to commencing work if the cost to complete the work varies from the initial standard pricing due to a typographical or mathematical error. As used in this Agreement, (a) the word “or” is not exclusive, (b) the word “including” is always without limitation, (c) “days” means calendar days and (d) singular words include plural and vice versa.

2. Access. Customer shall provide Contractor with adequate access to electricity and other utilities as needed, the work site, and the work area adjacent to the structure. Customer represents to Contractor that all of the existing surfaces are suitable to receive the materials identified in the scope of work. Customer shall provide Contractor with access to deliver and/or remove materials and debris. Prior to the commencement of work, Customer shall provide Contractor with access to the interior of the structure, upon

reasonable notice by Contractor, to inspect the premises for stains, ceiling damage and/or structural damage. Contractor shall not be responsible for any preexisting stains, ceiling damage and/or structural damage. Customer shall provide Contractor with all information necessary to prepare the Notice of Commencement. Customer and/or Owner shall hold harmless and indemnify Contractor from all damages, liabilities, attorney's fees and other expenses incurred as a result of the Customer and/or Customer's failure to fulfill its obligations under this paragraph.

3. Payment Terms. Customer shall make payment to Contractor as follows, unless stated otherwise herein: Customer shall pay 50% of the total Agreement amount as a deposit to Contractor within two (2) weeks prior to commencing work; Customer shall pay or cause to be paid the amount of any payment request within thirty (30) days of receipt of a payment request from Contractor. By executing this Agreement, Customer authorizes Contractor to perform a credit check on Customer. Customer shall pay interest at the rate 1 1/2% per month (ANNUAL PERCENTAGE RATE OF 18%), unless otherwise required by law, on the balance of any and all unpaid amounts. Payments received shall be applied first to interest on all outstanding invoices and then to the principal amount of the oldest outstanding invoices. The total Agreement amount, including the charges for changes/extras outside the scope of work identified herein, shall be payable to Contractor in accordance with the Agreement. No portion of the agreed upon payment may be withheld, back charged or used as a setoff of the agreed upon payment amount without the written consent of Contractor. Customer acknowledges and agrees that it has an independent obligation to pay Contractor regardless of any outstanding insurance claims. If Customer does not make payment, Contractor shall be entitled to recover from Customer all costs of collection incurred by Contractor, including attorney's fees, costs, and expenses incurred whether or not litigation is initiated. Collection matters may be processed through litigation or arbitration at Contractor's sole discretion. If there is an increase in the price of materials charged to the Contractor in excess of five (5%) percent, subsequent to making this Agreement, then the price set forth in this Agreement shall be increased without the need for a written change order or amendment to the Agreement to reflect the price increase and additional direct cost to the Contractor. As an additional remedy, if the actual cost of any line item increases more than 10% subsequent to the making of this Agreement, Contractor, at its sole discretion, may terminate the contract for convenience. Contractor shall submit written documentation of the increased charges to the Customer. If Customer fails to pay Contractor in accordance with this Agreement, then Contractor may, at its sole discretion, suspend performance of all work, suspend shipments and/or warranties until full payment is made, and/or terminate this Agreement. If a suspension occurs that is not caused solely by the Contractor, the Agreement sum shall be increased by the amount of contractor's reasonable costs of shut-down delay and start-up. The parties acknowledge and agree that the substitution of materials and price adjustments may be required based on changes in material availability and the cost to obtain and deliver materials to the project

between the date of this Agreement and the delivery date. In such event, Contractor and Customer shall work together in good faith to identify substitute materials that are similar in price and quality and that do not cause an increase to the Agreement amount. If Customer selects substitute materials that increase the Agreement amount, then the Agreement will be adjusted to reflect the additional costs incurred by the Contractor to purchase and deliver the materials.

4. Site Conditions. Should the Contractor discover concealed or unknown conditions in the existing structure that vary from those conditions ordinarily encountered and generally recognized as inherent in the work of the character identified in this Agreement, then the Agreement amount shall be equitably adjusted upon notice thereof from the Contractor to the Customer. Contractor is not responsible for damages or leaks due to existing conditions or existing sources of leakage simply because Contractor started work on a building or performed repair work. Contractor is not responsible for condensation, moisture migration from the building interior or other building components, or structural conditions.

5. Restrictions and Requirements. Contractor shall carry worker's compensation, automobile liability, commercial general liability and any other insurance required by law. In the event that state, county, or municipal codes or regulations require work not expressly set forth in this Agreement or that differs materially from that generally recognized as inherent in work of the character provided for in this Agreement, all extra costs for Contractor's labor and materials shall be the sole obligation of the Customer. Prior to executing this Agreement, Customer shall notify Contractor in writing of all property and deed restrictions and/or covenants that relate to or restrict the improvements contained in this Agreement. Contractor shall not be responsible for work performed that does not comply with or conform to the property restrictions or covenants. Customer shall pay Contractor for all work performed in violation of any covenant or restriction if Customer failed to notify Contractor in writing prior to executing this Agreement.

6. Customer Protection of Property. Customer shall be solely responsible for any damage to curbs, walkways, driveways, structures, septic tanks, HVAC, utility lines, pipes, landscaping, appurtenances, or other real or personal property at the project location during construction. Contractor shall not be responsible for any damage caused by dust or debris caused by Contractor's work. The cost for testing and abatement of asbestos and lead is the sole responsibility of the Customer. Customer shall be responsible for indoor air quality during the work and shall hold Contractor harmless, indemnify and defend Contractor from any and all claims, actions, proceedings, and complaints arising out of or relating to fumes, odors, and/or the indoor air quality during Contractor's performance of the work. Unless otherwise specified, there is no specific completion date for Contractor's work. Contractor will perform the work within a reasonable time and in a

workmanlike manner.

7. Choice of Law, Venue and Attorney's Fees. This Agreement shall be governed by the laws of the State of Florida. Venue of any proceeding arising out of this Agreement shall be Pasco County, Florida. The non-prevailing party in any legal or equitable action arising out of or relating to this Agreement including arbitration, administrative, appellate and/or bankruptcy proceedings shall reimburse the prevailing party on demand for all attorney's fees, costs, and expenses incurred by the prevailing party in connection with the action.

8. Arbitration. If a dispute shall arise between Contractor and Customer with respect to any matters or questions arising out of or relating to this Agreement or the breach thereof, such dispute, other than collection matters, shall be decided by arbitration administered by and in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. This Agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final, and judgment may be entered upon it in any Court having jurisdiction thereof.

However, in the event there is litigation over the enforcement of a collection matter or construction lien, the parties KNOWINGLY, VOLUNTARILY, IRREVOCABLY AND INTENTIONALLY WAIVE THE RIGHT TO A TRIAL BY JURY IN RESPECT TO ANY LITIGATION ARISING OUT OF OR PERTAINING TO THE AGREEMENT, OR ANY COURSE OF CONDUCT, COURSE OF DEALINGS, STATEMENTS (WHETHER VERBAL OR WRITTEN) OR ACTIONS OF ANY PERSON OR PARTY RELATED TO THIS AGREEMENT; THIS IRREVOCABLE WAIVER OF THE RIGHT TO A JURY TRIAL BEING A MATERIAL INDUCEMENT FOR THE PARTIES TO ENTER INTO THIS AGREEMENT.

9. Damage Limitation. In no event, whether based on contract, warranty (express or implied), tort, federal or state statute or otherwise arising from or relating to the work and services performed under the Agreement, shall Contractor be liable for special, consequential, punitive, incidental or indirect damages, including loss of use or loss of profits. Contractor and Customer agree to allocate certain of the risks so that, to the fullest extent permitted by law, Contractor's total aggregate liability to Customer is limited to the dollar amount of the Agreement for any and all injuries, damages, claims, expenses or claim expenses including attorneys' fees arising out of or relating to this Agreement regardless of whether it is based in warranty, tort, contract, strict liability, negligence, errors, omissions, or from any other cause or causes.

10. Warranties. Unless otherwise provided: THERE ARE NO EXPRESS OR IMPLIED WARRANTIES WHATSOEVER INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. All warranties/guarantees provided by Contractor, if any, shall be deemed null and void if Customer fails to strictly adhere to the payment terms contained in the

Agreement. All warranties and guarantees, if any, provided under the Agreement are solely for the original Customer and are non-transferable, unless otherwise agreed to by Customer and Contractor in writing. Any express warranty provided, if any, by Contractor is the sole and exclusive remedy for alleged construction defects, in lieu of all other remedies, implied or statutory. Warranties to be issued upon completion and full payment of this Agreement. If there is a breach in the applicable Manufacturer's warranty according to the stated terms and conditions of the warranty supplied, at that moment, this would simultaneously void Contractor's warranty and all of Contractor's responsibility and liability to correct, supplement, rectify, fix, etc. any and all issue(s) as a result of the breach in the Manufacturer's warranty.

11. Claims. It is Customer's duty to notify Contractor in writing within seven (7) days of the occurrence of any claim, defect or deficiency arising out of work, services or materials provided by Contractor under this Agreement ("Occurrence"). Failure of the Customer to provide written notice of the Occurrence shall result in the Customer waiving all claims that may be brought against Contractor arising out of or relating to the Occurrence, including claims arising in law, equity, contract, warranty (express or implied), tort or federal or state statutory claims.

12. Contractor's Default. Customer shall give Contractor at least seven (7) days written notice and the opportunity to cure or such additional time as is reasonably necessary to cure the alleged breach, before declaring the Contractor in default of this Agreement.

13. Acts of God. Contractor shall not be responsible for loss, damage or delay caused by circumstances beyond its reasonable control, including but not limited to acts of God, weather, accidents, fire, vandalism, federal, state or local law, regulation or order; strikes pandemics, epidemics, COVID-19 or similar viruses/illnesses requiring quarantine, work stoppage or slowdown in the progress of the work as a result of any ongoing epidemic or pandemic whether caused by a private actor's decision, government action, or an outbreak related to COVID-19 or any locally, state, or federally declared epidemic or pandemic, jurisdictional disputes, failure or delay of transportation, shortage of or inability to obtain materials, equipment or labor; changes in the work and delays caused by others. In the event of these occurrences, Contractor's time for performance under this proposal shall be extended for a time sufficient to permit completion of the Work.

14. Customer Delay. The Parties agree that the Contractor should be permitted to execute its work without interruption. If Contractor's work is delayed at any time by any act or neglect of Customer and/or Customer's representatives, employees, agents, guests, or invitees, or any other contractor employed by the Customer, or by any changes ordered in the work, then Contractor shall be reimbursed or paid for all additional costs or damages incurred as a result. This shall include damages related to lost use of equipment caused by the delay.

15.Disclaimer. Contractor disclaims all liability for all claims, disputes, rights, losses, damages, causes of action or controversies (“Claims”) pertaining to mildew, algae, fungus, mold, and/or other indoor air allergens (“Mold”) including Claims arising out or relating to the detection, removal, disposal, or remediation of Mold, whether those Claims arise in law, equity, contract, warranty, tort, or federal or state statutory claims, and whether those Claims are based on the acts or omissions of Contractor or individuals or entities under Contractor’s control. The Customer is solely liable and responsible for all damages, whether actual or consequential, caused by Mold and incurred by Customer, Contractor or third parties, and agrees to indemnify and hold harmless Contractor from any and all Claims arising out of or relating to Mold.

16.Working Hours. The proposal is based upon the performance of all work during Contractor’s regular working hours, excluding weekends and National holidays. Extra charges will be made for overtime and all work performed other than during Contractor’s regular working hours if required by Customer.

17.Materials. All materials and work shall be furnished in accordance with normal industry tolerances for color, variation, thickness, size, weight, amount, finish, texture and performance standards. Contractor is not responsible for the actual verification of technical specifications of product manufacturers. In the event of impending high wind conditions, hurricanes, tornados, or other adverse weather conditions, if Contractor is requested to remove/reposition product from/on the job site, Contractor shall use its reasonable efforts (subject to weather conditions, life/safety concerns and manpower/equipment constraints) to comply with the request. Customer agrees to promptly pay Contractor for these extra services. Contractor is not responsible for defective products if Contractor did not know such products were defective prior to the installation of same. As such, Contractor is not responsible for any costs, damages, claims, etc., associated with any remediation of supposed harm caused by a defective product. A defective product shall not be grounds to withhold payment or reject the work performed by Contractor.

18.Construction and Interpretation. Each provision of the Agreement shall be construed as if both parties mutually drafted this Agreement. If a provision of this Agreement (or the application of it) is held by a court or arbitrator to be invalid or unenforceable, that provision will be deemed separable from the remaining provisions of the Agreement, will be reformed/enforced to the extent that it is valid and enforceable, and will not affect the validity or interpretation of the other provisions or the application of that provision to a person or circumstance to which it is valid and enforceable. Headings are for convenience only and do not affect interpretation. This Agreement records the entire agreement of the parties and supersedes any previous or contemporaneous agreement, understanding, or representation, oral or written, by the parties. All documents/exhibits

referred to in this Agreement are an integral part of the Agreement and are incorporated by reference. This Agreement incorporates the documents entitled "Proposal/Contract," "Limited Workmanship Warranty," and "Statutory Warnings," as well as any other document signed by both parties as part of this Agreement. Customer represents that it has read and fully understood the Contract Documents, or has had an opportunity to consult with counsel, prior to executing this Agreement.

19. Use of Photo and Likeness. Customer consents to photographs/videos being taken of the residence and agrees to allow such photos, video, or likeness to be used for any legitimate purpose, including, but not limited to, promotional and marketing uses.

20. Visual Enhancements Inc reserves the right to refuse this contract any time prior to commencement of job.

## STATUTORY WARNINGS

### LIEN LAW

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001 -- 713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY.

### CHAPTER 558 NOTICE OF CLAIM

ANY CLAIMS FOR CONSTRUCTION DEFECTS ARE SUBJECT TO THE NOTICE AND CURE PROVISIONS OF CHAPTER 558, FLORIDA STATUTES.

## RADON GAS WARNING

RADON GAS: RADON IS A NATURALLY OCCURRING RADIOACTIVE GAS THAT, WHEN IT HAS ACCUMULATED IN A BUILDING IN SUFFICIENT QUANTITIES, MAY PRESENT HEALTH RISKS TO PERSONS WHO ARE EXPOSED TO IT OVER TIME. LEVELS OF RADON THAT EXCEED FEDERAL AND STATE GUIDELINES HAVE BEEN FOUND IN BUILDINGS IN FLORIDA. ADDITIONAL INFORMATION REGARDING RADON AND RADON TESTING MAY BE OBTAINED FROM YOUR COUNTY HEALTH DEPARTMENT.

## FLORIDA HOMEOWNERS' CONSTRUCTION RECOVERY FUND

PAYMENT, UP TO A LIMITED AMOUNT, MAY BE AVAILABLE FROM THE FLORIDA HOMEOWNERS' CONSTRUCTION RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER CONTRACT, WHERE THE LOSS RESULTS FROM SPECIFIED VIOLATIONS OF FLORIDA LAW BY A LICENSED CONTRACTOR. FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM, CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD AT THE FOLLOWING TELEPHONE NUMBER AND ADDRESS: (850) 487-1395, 2601 BLAIRSTONE ROAD, TALLAHASSEE, FL 32399-1039.

I HAVE READ AND UNDERSTAND THIS PROPOSAL, THE TERMS AND CONDITIONS AND ALL DOCUMENTS REFERENCED THEREIN AND AGREE TO BE BOUND BY THEIR TERMS.

ACCEPTANCE OF PROPOSAL / ESTIMATE: The above prices, specifications and conditions are Satisfactory and are hereby accepted. Contractor is authorized to do the work as specified.

By signing below, Customer acknowledges that Customer is the owner of the property where work is to be performed.

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Zoroot Properties LLC