

AGENDA
Escambia County
Community Redevelopment Agency
August 6, 2020–Time 9:00 a.m.
BOARD CHAMBERS, FIRST FLOOR
ERNIE LEE MAGAHA GOVERNMENT BUILDING
221 PALAFOX PLACE, PENSACOLA FLORIDA

Call to Order.

(PLEASE TURN YOUR CELL PHONE TO THE VIBRATE, SILENCE, OR OFF SETTING)

Proof of publication

Escambia County Community Redevelopment Agency (CRA) Meeting was properly advertised in the Pensacola News Journal.

I. Public Forum

II. Technical/Public Service

1. Recommendation Concerning Community Redevelopment Agency Meeting Minutes, July 2, 2020 -Clara Long, Neighborhood & Human Services Department Director

That the Board accept for filing with the Board's Minutes, the July 2, 2020, Community Redevelopment Agency's (CRA) Meeting Minutes, prepared by Sherry Duffey, CRA Development Program Manager.

III. Budget/Finance

1. Recommendation Concerning the Cancellation of Residential Rehab Grant Program Liens - Clara Long, Neighborhood & Human Services Department Director

That the Board take the following action concerning the cancellation of the Residential Rehab Grant Program Liens:

A. Approve the following cancellations of five Residential Rehab Grant Program Liens, as the Grant recipients have met their one-year of compliance with the Residential Rehab Grant Program:

Property Owners	Address	Amount
Lavanda Jean Walden	220 Betty Road	\$4,462
Ronald F. and Joan P. Olmstead	17 Audusson Avenue	\$4,133
Gary Holloway	6612 Flagler Drive	\$2,950
Bert T. and Helen S. Blark	6226 Vicksburd Drive	\$6,000
James B. and Jill S. Amos	9016 Chemstrand Road	\$4,347

B. Authorize the Chairman to execute the Cancellation of Lien documents.

2. Recommendation Concerning Residential Rehab Grant Program Funding and Lien Agreements – Clara Long, Neighborhood & Human Services Department Director

That the Board take the following action concerning the Residential Rehab Grant Program Funding and Lien Agreements:

A. Approve the Residential Rehab Grant Program Funding and Lien Agreements between Escambia County CRA and Property Owner:

Property Owner	Address	Fund	Cost Center	Improvement	Amount
Michelle S. Johnson	633 Lakewood Road	151	Barrancas-370116	Replacement Roof	\$3,625

B. Authorize the Chairman to sign the Funding and Lien Agreements and any related documents necessary to implement the Grant awards.

IV. Discussion/Information Items

1. That the Board review and approve the following action concerning the Residential Rehab Grant Program for the Community Redevelopment Agency (CRA):

OLD VERSION	Homesteaded Property	Eligible for 50% Match Reimbursement up to \$6,000	INCUR 1 YEAR LIEN	Applicants are allowed funding for each six (6) eligible improvements one-time per property
PROPOSED VERSION	Homesteaded Property	Eligible for 50% Match Reimbursement up to \$6,000	INCUR 2 YEAR LIEN	Applicants are allowed funding for each six (6) eligible improvements one-time per property
OLD VERSION	Non-Homesteaded Property	Eligible for 50% match reimbursement up to \$6,000	INCUR 1 YEAR LIEN	Applicants are allowed funding for each six (6) eligible improvements one-time per property
PROPOSED VERSION	Non-Homesteaded Property	Eligible for 50% match reimbursement up to \$6,000	INCUR 2 YEAR LIEN	Applicants are allowed funding for sanitary sewer connections only.

7. Adjournment



BOARD OF COUNTY COMMISSIONERS
Escambia County, Florida

Technical/Public Service 1.

Community Redevelopment Agency

Meeting Date: 08/06/2020

Issue: Community Redevelopment Agency Meeting Minutes, July 2, 2020

From: CLARA LONG, Acting Director

Organization: Neighborhood & Human Svcs

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Community Redevelopment Agency Meeting Minutes, July 2, 2020 -Clara Long, Neighborhood & Human Services Department Director

That the Board accept for filing with the Board's Minutes, the July 2, 2020, Community Redevelopment Agency's (CRA) Meeting Minutes, prepared by Sherry Duffey, CRA Development Program Manager.

BACKGROUND:

On August 6, 2020 the CRA meeting was convened to consider approval of multiple agenda items.

BUDGETARY IMPACT:

No budgetary impact is anticipated.

LEGAL CONSIDERATIONS/SIGN-OFF:

Legal consideration is not necessary for this recommendation.

PERSONNEL:

Neighborhood & Human Services Department/Community Redevelopment Agency (NHS/CRA) staff compile the minutes for all CRA Board Meetings. No additional personnel is necessary.

POLICY/REQUIREMENT FOR BOARD ACTION:

It is policy that all Board Minutes be approved by the CRA Board.

IMPLEMENTATION/COORDINATION:

There are no implementation or coordination tasks associated with this recommendation.

Attachments

July CRA Minutes



**MINUTES
COMMUNITY REDEVELOPMENT AGENCY
July 2, 2020
9:00 a.m.**

**BOARD CHAMBERS, FIRST FLOOR,
ERNIE LEE MAGAHA GOVERNMENT BUILDING
221 PALAFOX PLACE, PENSACOLA, FLORIDA**

Present: Lumon May, Commissioner, District 3 - Chairman
Jeff Bergosh, Commissioner, District 1
Doug Underhill, Commissioner, District 2
Grover Robinson, IV, Commissioner, District 4
Steven Barry, Commissioner, District 5

Staff Present: Alison Rogers, County Attorney
Janice Gilley, County Administrator
Wesley Hall, Assistant County Administrator
Clara Long, Department Director

Call to Order.

**(PLEASE TURN YOUR CELL PHONE TO THE VIBRATE, SILENCE, OR OFF
SETTING)**

Meeting was called to Order by Commissioner Lumon May at 9:00 a.m.

Proof of publication

Escambia County Community Redevelopment Agency (CRA) Meeting was properly advertised in the Pensacola News Journal on June 27, 2020.

I. Public Forum

None.

II. Technical/Public Service

0 Recommendation Concerning Community Redevelopment Agency Meeting Minutes, July 2, 2020 -Clara Long, Neighborhood & Human Services Department Director

That the Board accept for filing with the Board's Minutes, the July 2, 2020, Community Redevelopment Agency's (CRA) Meeting Minutes, prepared by Sherry Duffey, CRA Development Program Manager.

Motion made by Commission, District 1, Jeff Bergosh, Seconded by Commissioner, District 2, Doug Underhill

Vote: 5 - 0

III. Budget/Finance

0 Recommendation Concerning Residential Rehab Grant Program Funding and Lien Agreements – Clara Long, Neighborhood & Human Services Department Director

That the Board take the following action concerning the Residential Rehab Grant Program Funding and Lien Agreements:

A. Approve the following three Residential Rehab Grant Program Funding and Lien Agreements:

1. The Agreements between Escambia County CRA and Felecia D. Kiwak owner of residential property located at 801 Bartow Avenue, Warrington Redevelopment District, each in the amount of \$1,875, representing an in-kind match through the Warrington Tax Increment Financing (TIF), Fund 151, Cost Center 370114, sanitary sewer connection;

2. The Agreements between Escambia County CRA and Marjory Tandy owner of residential property located at 308 Ruberia Avenue, Barrancas Redevelopment District, each in the amount of \$2,050, representing an in-kind match through the Barrancas Tax Increment Financing (TIF), Fund 151, Cost Center 370116, sanitary sewer connection;

3. The Agreements between Escambia County CRA and Travelstar Properties, LLC owner of residential property located at 105 Marine Drive, Barrancas Redevelopment District, each in the amount of \$2,225, representing an in-kind match through the Barrancas Tax Increment Financing (TIF), Fund 151, Cost Center 370116, sanitary sewer connection; and

B. Authorize the Chairman to sign the Funding and Lien Agreements and any related documents necessary to implement the Grant awards.

Motion made by Commissioner, District 5, Steven Barry, Seconded by Commissioner, District 1, Jeff Bergosh

Vote: 5 - 0

0 Recommendation Concerning the Cancellation of Residential Rehab Grant Program Liens - Clara Long, Neighborhood & Human Services Department Director

That the Board take the following action concerning the cancellation of the Residential Rehab Grant Program Liens:

A. Approve the following cancellations of eight Residential Rehab Grant Program Liens, as the Grant recipients have met their one-year of compliance with the Residential Rehab Grant Program:

Property Owners	Address	Amount
Noeline M. Emmons	303 Gilliland Road	\$5,557
Michael J. Bosso	116 South Second Street	\$4,709
Mary M. Dodd	1 Park Drive	\$6,000
Sharon Walker Edwards	201 Bryant Road	\$5,022
It's A Home, LLC	510 South First Street	\$6,000
Ladybug Ventures, LLC	4 Greve Road	\$5,705
Lynnmarie Prock, Trust	8 Elegans Avenue	\$4,043
Lynnmarie Prock, Trust	9 Rosea Drive	\$4,335

B. Authorize the Chairman to execute the Cancellation of Lien documents.

Motion made by Commissioner, District 5, Steven Barry, Seconded by Commissioner, District 4, Robert Bender

Vote: 5 - 0

IV. Discussion/Information Items

The CRA Staff was directed to modify the CRA Policy regarding the Residential Rehabilitation Grant Program.

Adjournment.



BOARD OF COUNTY COMMISSIONERS
Escambia County, Florida

Budget/Finance 1.

Community Redevelopment Agency

Meeting Date: 08/06/2020

Issue: Cancellation of Residential Rehab Grant Program Liens

From: CLARA LONG, Acting Director

Organization: Neighborhood & Human Svcs

CAO Approval:

RECOMMENDATION:

Recommendation Concerning the Cancellation of Residential Rehab Grant Program Liens - Clara Long, Neighborhood & Human Services Department Director

That the Board take the following action concerning the cancellation of the Residential Rehab Grant Program Liens:

A. Approve the following cancellations of five Residential Rehab Grant Program Liens, as the Grant recipients have met their one-year of compliance with the Residential Rehab Grant Program:

Property Owners	Address	Amount
Lavanda Jean Walden	220 Betty Road	\$4,462
Ronald F. and Joan P. Olmstead	17 Audusson Avenue	\$4,133
Gary Holloway	6612 Flagler Drive	\$2,950
Bert T. and Helen S. Blark	6226 Vicksburd Drive	\$6,000
James B. and Jill S. Amos	9016 Chemstrand Road	\$4,347

B. Authorize the Chairman to execute the Cancellation of Lien documents.

BACKGROUND:

The aforementioned property owners have satisfied their one-year compliance with the Residential Rehab Grant Program.

BUDGETARY IMPACT:

Property Owners	Address	Amount
Lavanda Jean Walden	220 Betty Road	\$4,462
Ronald F. and Joan P. Olmstead	17 Audusson Avenue	\$4,133
Gary Holloway	6612 Flagler Drive	\$2,950
Bert T. and Helen S. Black	6226 Vicksburd Drive	\$6,000
James B. and Jill S. Amos	9016 Chemstrand Road	\$4,347

LEGAL CONSIDERATIONS/SIGN-OFF:

Kristin Hual, Senior Assistant County Attorney, has reviewed and approved the Cancellation of Lien documents as to form and legal sufficiency.

PERSONNEL:

Neighborhood & Human Services/Community Redevelopment Agency (NHS/CRA) staff coordinates the Residential Rehab Grant Program and all associated administrative functions.

POLICY/REQUIREMENT FOR BOARD ACTION:

Current practice requires Board approval for Residential Rehab Grant Program lien cancellation.

IMPLEMENTATION/COORDINATION:

Upon obtaining the Chairman's signature, the Clerk of Court will record the Cancellation of Lien documents for the owners.

Attachments

LienCX_Walden, Lavanda Jean

Lien CX_Olmstead

Lien CX_Holloway

Lien CX_Black

Lien CX_Amos

STATE OF FLORIDA
COUNTY OF ESCAMBIA

CANCELLATION OF LIEN

Escambia County, a political subdivision of the State of Florida, acting in its capacity as the Escambia County Community Redevelopment Agency, the holder of the Lien in the amount of **\$4,462** executed by **Lavada Jean Walden**, and recorded in Official Record Book **8133** at page **1924** of the public records of Escambia County, Florida, and created pursuant to the Escambia County Community Redevelopment Agency Residential Rehab Grant Program, hereby acknowledges cancellation of the Lien with the Escambia County Community Redevelopment Agency Residential Rehab Grant Program.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: **Pam Childers**
Clerk of the Circuit Court

By: _____
Deputy Clerk

Date Executed: _____

BCC Approved: _____

Approved as to form and legal
sufficiency.

By/Title: K. Huelsra

Date: 10/11/20

Prepared by:
Max Rogers, AICP
Neighborhood & Human Services Department
Community Redevelopment Agency
221 Palafox Place, Suite 305
Pensacola, FL 32502

2/7/2019 CARII-4

**Escambia County Community Redevelopment Agency
Residential Rehab Grant Program**

Administered By: Escambia County Community & Environment Department
Community Redevelopment Agency

Lien Agreement

Applicant Name
Lavada Jean Walden

Address of Property
220 Betty Road
Pensacola, FL 32507

Property Reference No.
59-2S-30-5012-023-032

Total Amount of Lien

\$4,462

I, the undersigned owner of the residential property referenced above, agree that the improved residential property will continue to be used for residential purposes for a period of not less than one (1) year from the date this lien agreement is recorded in the public records. I will not sell or transfer ownership or possession of the property to any other person, persons, corporation or other legal entity during this one (1) year period without the express written permission of the CRA. Such permission shall not be unreasonably withheld nor is this lien agreement intended to otherwise unreasonably prevent the alienation of the property.

The lien shall be due and payable in total for a period of one (1) year from the date this lien agreement is recorded in the public records. Upon documentation of compliance with the provisions of this lien agreement and the Escambia County **Residential Rehab Grant Program**, and one (1) year subsequent to the recording of the lien agreement in the public records, this lien shall depreciate to zero (0), and repayment shall be forgiven. I understand that this lien will not be subordinated without the prior approval of the CRA, and subordination shall be considered for approval only to enable the owner to secure financing required to complete further improvements to the subject property.

If the property is sold or if ownership or possession is otherwise transferred without the express written permission of the CRA to another party or parties or the funding agreement executed concurrently with this lien agreement is terminated prior to expiration of the one (1) year period referenced above, I agree that I or my heir(s) or assigns shall repay the total amount of grant funds disbursed by the CRA, up to and including the amount recited above.

Date: 2/13/19
Verified By: 

For Recipient:

Lavada Jean Walden
Lavada Jean Walden, Property Owner

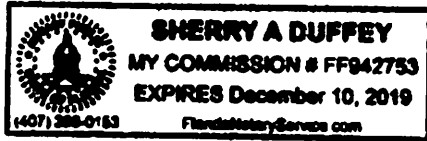
STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 7th day of January, 2019 by Lavada Jean Walden, Property Owner. She () is personally known to me or () has produced FLDL exp. 6-29-26 as identification.

Sherry Duffey
Signature of Notary Public

(Notary Seal)

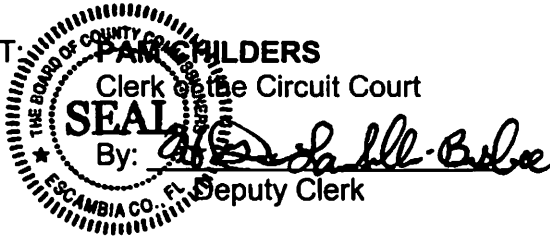
Sherry Duffey
Printed Name of Notary Public



For: **Board of County Commissioners of Escambia County**

By: Lumon J. May
Lumon J. May, Chairman

ATTEST:



Date Executed: 2/7/2019

BCC Approved: 2/7/2019

Approved as to form and legal sufficiency.

By/Title: [Signature]
Date: 1/8/19

This instrument prepared by:
Sherry Duffey, Development Program Manager
Community & Environment Department
Community Redevelopment Agency
221 Palafox Place, Pensacola, FL 32502



Barrancas District
Lavada Jean Walden
220 Betty Road
Replacement Roof
Project Total \$8,924
Grant Total \$4,462



STATE OF FLORIDA
COUNTY OF ESCAMBIA

CANCELLATION OF LIEN

Escambia County, a political subdivision of the State of Florida, acting in its capacity as the Escambia County Community Redevelopment Agency, the holder of the Lien in the amount of \$4,133 executed by Ronald F. and Joan P. Olmstead, and recorded in Official Record Book 8133 at page 1926 of the public records of Escambia County, Florida, and created pursuant to the Escambia County Community Redevelopment Agency Residential Rehab Grant Program, hereby acknowledges cancellation of the Lien with the Escambia County Community Redevelopment Agency Residential Rehab Grant Program.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: **Pam Childers**
Clerk of the Circuit Court

By: _____
Deputy Clerk

Date Executed: _____

BCC Approved: _____

Approved as to form and legal
sufficiency.

By/Title: [Signature]

Date: 6/11/20

Prepared by:
Max Rogers, AICP
Neighborhood & Human Services Department
Community Redevelopment Agency
221 Palafox Place, Suite 305
Pensacola, FL 32502

2172019 CAII-4

**Escambia County Community Redevelopment Agency
Residential Rehab Grant Program**

Administered By: Escambia County Community & Environment Department
Community Redevelopment Agency

Lien Agreement

Applicant Name
**Ronald F. and
Joan P. Olmstead**

Address of Property
**17 Audusson Avenue
Pensacola, FL 32507**

Property Reference No.
59-2S-30-1000-011-019

Total Amount of Lien

\$4,133

I, the undersigned owner of the residential property referenced above, agree that the improved residential property will continue to be used for residential purposes for a period of not less than one (1) year from the date this lien agreement is recorded in the public records. I will not sell or transfer ownership or possession of the property to any other person, persons, corporation or other legal entity during this one (1) year period without the express written permission of the CRA. Such permission shall not be unreasonably withheld nor is this lien agreement intended to otherwise unreasonably prevent the alienation of the property.

The lien shall be due and payable in total for a period of one (1) year from the date this lien agreement is recorded in the public records. Upon documentation of compliance with the provisions of this lien agreement and the Escambia County **Residential Rehab Grant Program**, and one (1) year subsequent to the recording of the lien agreement in the public records, this lien shall depreciate to zero (0), and repayment shall be forgiven. I understand that this lien will not be subordinated without the prior approval of the CRA, and subordination shall be considered for approval only to enable the owner to secure financing required to complete further improvements to the subject property.

If the property is sold or if ownership or possession is otherwise transferred without the express written permission of the CRA to another party or parties or the funding agreement executed concurrently with this lien agreement is terminated prior to expiration of the one (1) year period referenced above, I agree that I or my heir(s) or assigns shall repay the total amount of grant funds disbursed by the CRA, up to and including the amount recited above.

Date: 2/13/19 Verified By: 

For Recipient's:

Ronald F. Olmstead
Ronald F. Olmstead, Property Owner

Joan P. Olmstead
Joan P. Olmstead, Property Owner

STATE OF FLORIDA
COUNTY OF ESCAMBIA

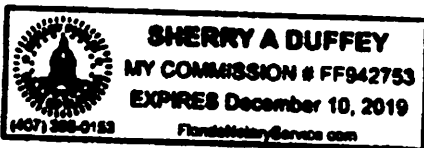
The foregoing instrument was acknowledged before me this 2ND day of January, 2018 by Ronald F. Olmstead, Property Owner. He () is personally known to me or () has produced FL ID exp. 9-26-23 as identification.

The foregoing instrument was acknowledged before me this 2ND day of January, 2018 by Joan P. Olmstead, Property Owner. He () is personally known to me or () has produced FL ID exp. 10-3-20 as identification.

Sherry Duffey
Signature of Notary Public

(Notary Seal)

Sherry Duffey
Printed Name of Notary Public



For: **Board of County Commissioners of Escambia County**

By: Lumon J. May
Lumon J. May, Chairman

ATTES: **PAM CHILDERS**
Clerk of the Circuit Court
SEAL
By: M. B. Bee
Deputy Clerk

Date Executed: 2/7/2019

BCC Approved: 2/7/2019

Approved as to form and legal sufficiency.

By/Title: [Signature]
Date: 12/13/18

This instrument prepared by:
Sherry Duffey, Development Program Manager
Community & Environment Department
Community Redevelopment Agency
221 Palafox Place, Pensacola, FL 32502



Barrancas District

Ronald F. and Joan P.
Olmstead

17 Audusson Avenue

**Replacement Roof and
Replacement Windows**

Project Total \$8,265

Grant Total \$4,132



STATE OF FLORIDA
COUNTY OF ESCAMBIA

CANCELLATION OF LIEN

Escambia County, a political subdivision of the State of Florida, acting in its capacity as the Escambia County Community Redevelopment Agency, the holder of the Lien in the amount of **\$2,950** executed by **Gary S. Holloway**, and recorded in Official Record Book **8123** at page **732** of the public records of Escambia County, Florida, and created pursuant to the Escambia County Community Redevelopment Agency Residential Rehab Grant Program, hereby acknowledges cancellation of the Lien with the Escambia County Community Redevelopment Agency Residential Rehab Grant Program.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: **Pam Childers**
Clerk of the Circuit Court

By: _____
Deputy Clerk

Date Executed: _____

BCC Approved: _____

Approved as to form and legal
sufficiency.

By/Title: K. Hualsaca

Date: 10/11/20

Prepared by:
Max Rogers, AICP
Neighborhood & Human Services Department
Community Redevelopment Agency
221 Palafox Place, Suite 305
Pensacola, FL 32502

6/16/2019 CAAT-10

**Escambia County Community Redevelopment Agency
Residential Rehab Grant Program**

Administered By: Escambia County Neighborhood and Human Services Department
Community Redevelopment Agency

Lien Agreement

Applicant Name
Gary S. Holloway
A single man

Address of Property
6612 Flagler Drive
Pensacola, FL 32503

Property Reference No.
21-2S-30-1125-000-051

Total Amount of Lien

\$2,950

I, the undersigned owner of the residential property referenced above, agree that the improved residential property will continue to be used for residential purposes for a period of not less than one (1) year from the date this lien agreement is recorded in the public records. I will not sell or transfer ownership or possession of the property to any other person, persons, corporation or other legal entity during this one (1) year period without the express written permission of the CRA. Such permission shall not be unreasonably withheld nor is this lien agreement intended to otherwise unreasonably prevent the alienation of the property.

The lien shall be due and payable in total for a period of one (1) year from the date this lien agreement is recorded in the public records. Upon documentation of compliance with the provisions of this lien agreement and the Escambia County **Residential Rehab Grant Program**, and one (1) year subsequent to the recording of the lien agreement in the public records, this lien shall depreciate to zero (0), and repayment shall be forgiven. I understand that this lien will not be subordinated without the prior approval of the CRA, and subordination shall be considered for approval only to enable the owner to secure financing required to complete further improvements to the subject property.

If the property is sold or if ownership or possession is otherwise transferred without the express written permission of the CRA to another party or parties or the funding agreement executed concurrently with this lien agreement is terminated prior to expiration of the one (1) year period referenced above, I agree that I or my heir(s) or assigns shall repay the total amount of grant funds disbursed by the CRA, up to and including the amount recited above.

Verified By: *[Signature]*
Date: 6/16/19

For Recipient:

Mary S. Holloway
Gary S. Holloway, Property Owner

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 13th day of May, 2019 by Gary S. Holloway, Property Owner. He () is personally known to me or () has produced FBI exp. 5-17-2019 as identification.

Sherry Duffey
Signature of Notary Public

(Notary Seal)

Sherry Duffey
Printed Name of Notary Public



For: **Board of County Commissioners of Escambia County**

By: Lumon J. May
Lumon J. May, Chairman

ATTEST: **PAUL CHILDERS**
Clerk of the Circuit Court
By: Paul Childers
Deputy Clerk

Date Executed: 6/7/2019

BCC Approved: 6/6/2019

Approved as to form and legal sufficiency.

By/Title: [Signature]
Date: 5/7/19

This instrument prepared by:
Sherry Duffey, Development Program Manager
Neighborhood and Human Services
Community Redevelopment Agency
221 Palafox Place, Pensacola, FL 32502



Before

Oakfield District

Gary Holloway

6612 Flagler Drive

Replacement Roof

Project Total \$5,900

Grant Total \$2,950



After

STATE OF FLORIDA
COUNTY OF ESCAMBIA

CANCELLATION OF LIEN

Escambia County, a political subdivision of the State of Florida, acting in its capacity as the Escambia County Community Redevelopment Agency, the holder of the Lien in the amount of **\$6,000** executed by **Bert Thomas Black and Helen S. Black**, and recorded in Official Record Book **8133** at page **1928** of the public records of Escambia County, Florida, and created pursuant to the Escambia County Community Redevelopment Agency Residential Rehab Grant Program, hereby acknowledges cancellation of the Lien with the Escambia County Community Redevelopment Agency Residential Rehab Grant Program.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: **Pam Childers**
Clerk of the Circuit Court

By: _____
Deputy Clerk

Date Executed: _____

BCC Approved: _____

Approved as to form and legal
sufficiency.

By/Title: K. H. [Signature]
Date: 01/11/20

Prepared by:
Max Rogers, AICP
Neighborhood & Human Services Department
Community Redevelopment Agency
221 Palafox Place, Suite 305
Pensacola, FL 32502

6/16/2019 CARII-10

**Escambia County Community Redevelopment Agency
Residential Rehab Grant Program**

Administered By: Escambia County Neighborhood and Human Services Department
Community Redevelopment Agency

Lien Agreement

Applicant Name
**Bert Thomas Black
and Helen S. Black
Husband and Wife**

Address of Property
**6226 Vicksburg Drive
Pensacola, FL 32503**

Property Reference No.
28-2S-30-4200-170-005

Total Amount of Lien

\$6,000

I, the undersigned owner of the residential property referenced above, agree that the improved residential property will continue to be used for residential purposes for a period of not less than one (1) year from the date this lien agreement is recorded in the public records. I will not sell or transfer ownership or possession of the property to any other person, persons, corporation or other legal entity during this one (1) year period without the express written permission of the CRA. Such permission shall not be unreasonably withheld nor is this lien agreement intended to otherwise unreasonably prevent the alienation of the property.

The lien shall be due and payable in total for a period of one (1) year from the date this lien agreement is recorded in the public records. Upon documentation of compliance with the provisions of this lien agreement and the Escambia County **Residential Rehab Grant Program**, and one (1) year subsequent to the recording of the lien agreement in the public records, this lien shall depreciate to zero (0), and repayment shall be forgiven. I understand that this lien will not be subordinated without the prior approval of the CRA, and subordination shall be considered for approval only to enable the owner to secure financing required to complete further improvements to the subject property.

If the property is sold or if ownership or possession is otherwise transferred without the express written permission of the CRA to another party or parties or the funding agreement executed concurrently with this lien agreement is terminated prior to expiration of the one (1) year period referenced above, I agree that I or my heir(s) or assigns shall repay the total amount of grant funds disbursed by the CRA, up to and including the amount recited above.

Verified By: [Signature]
Date: 6/10/19

For Recipients:

Bert Thomas Black
Bert Thomas Black, Property Owner

Helen S. Black
Helen S. Black, Property Owner

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 23RD day of May, 2019 by Bert Thomas Black, Property Owner. He () is personally known to me or () has produced FL DL Exp. 4-18-20 as identification.

The foregoing instrument was acknowledged before me this 23RD day of May, 2019 by Helen S. Black, Property Owner. She () is personally known to me or () has produced FL DL Exp. 4-18-20 as identification.

Sherry Duffey
Signature of Notary Public

Sherry Duffey
Printed Name of Notary Public

(Notary Seal)



For: **Board of County Commissioners of Escambia County**

By: Lumon J. May
Lumon J. May, Chairman

Date Executed: 6/7/2019

BCC Approved: 6/6/2019

ATTEST: AM CHILDERS
Clerk of the Circuit Court
By: [Signature]
Deputy Clerk

This instrument prepared by:
Sherry Duffey, Development Program Manager
Neighborhood and Human Services Department
Community Redevelopment Agency
221 Palafox Place, Pensacola, FL 32502

Approved as to form and legal sufficiency.

By/Title: [Signature]
Date: 5/23/19



Before

Oakfield District
Bert T. and Helen S. Black
6226 Vicksburg Drive
Replacement Roof
Project Total \$12,000
Grant Total \$6,000



After

STATE OF FLORIDA
COUNTY OF ESCAMBIA

CANCELLATION OF LIEN

Escambia County, a political subdivision of the State of Florida, acting in its capacity as the Escambia County Community Redevelopment Agency, the holder of the Lien in the amount of \$4,347 executed by James B. and Jill S. Amos, and recorded in Official Record Book 8123 at page 730 of the public records of Escambia County, Florida, and created pursuant to the Escambia County Community Redevelopment Agency Residential Rehab Grant Program, hereby acknowledges cancellation of the Lien with the Escambia County Community Redevelopment Agency Residential Rehab Grant Program.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Steven Barry, Chairman

ATTEST: **Pam Childers**
Clerk of the Circuit Court

By: _____
Deputy Clerk

Date Executed: _____

BCC Approved: _____

Approved as to form and legal
sufficiency.

By/Title: [Signature]

Date: 6/11/20

Prepared by:
Max Rogers, AICP
Neighborhood & Human Services Department
Community Redevelopment Agency
221 Palafox Place, Suite 305
Pensacola, FL 32502

5/2/2019 CA# II-13

**Escambia County Community Redevelopment Agency
Residential Rehab Grant Program**

Administered By: Escambia County Neighborhood and Human Services Department
Community Redevelopment Agency

Lien Agreement

Applicant Name(s)
James B. and Jill S. Amos

Address of Property
**9016 Chemstrand Road
Pensacola, FL 32514**

Property Reference No.
12-1S-30-4101-009-003

Total Amount of Lien

\$4,347

I, the undersigned owner of the residential property referenced above, agree that the improved residential property will continue to be used for residential purposes for a period of not less than one (1) year from the date this lien agreement is recorded in the public records. I will not sell or transfer ownership or possession of the property to any other person, persons, corporation or other legal entity during this one (1) year period without the express written permission of the CRA. Such permission shall not be unreasonably withheld nor is this lien agreement intended to otherwise unreasonably prevent the alienation of the property.

The lien shall be due and payable in total for a period of one (1) year from the date this lien agreement is recorded in the public records. Upon documentation of compliance with the provisions of this lien agreement and the Escambia County **Residential Rehab Grant Program**, and one (1) year subsequent to the recording of the lien agreement in the public records, this lien shall depreciate to zero (0), and repayment shall be forgiven. I understand that this lien will not be subordinated without the prior approval of the CRA, and subordination shall be considered for approval only to enable the owner to secure financing required to complete further improvements to the subject property.

If the property is sold or if ownership or possession is otherwise transferred without the express written permission of the CRA to another party or parties or the funding agreement executed concurrently with this lien agreement is terminated prior to expiration of the one (1) year period referenced above, I agree that I or my heir(s) or assigns shall repay the total amount of grant funds disbursed by the CRA, up to and including the amount recited above.

Verified By: *[Signature]*

Date: 5/7/2019

For Recipient(s):

[Signature]
James B. Amos, Property Owner

[Signature]
Jill S. Amos, Property Owner

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 4th day of April, 2019 by James B. Amos, Property Owner. He () is personally known to me or () has produced FL Drivers Lic as identification.

The foregoing instrument was acknowledged before me this 4th day of April, 2019 by Jill S. Amos, Property Owner. She () is personally known to me or () has produced FL Drivers Lic as identification.

[Signature]
Signature of Notary Public

MAXWELL ROGERS
Printed Name of Notary Public



For: **Board of County Commissioners of Escambia County**

By: [Signature]
Lumon J. May, Chairman

Date Executed: 5/2/2019

BCC Approved: 5/2/2019



PAM CHILDERS
Clerk of the Circuit Court

B: [Signature]
Deputy Clerk

This instrument prepared by:
Max Rogers, AICP, Development Program Manager
Neighborhood and Human Services Department
Community Redevelopment Agency
221 Palafox Place, Ste. 305
Pensacola, FL 32502

Approved as to form and legal sufficiency.

By/Title: [Signature]
Date: 5/3/19



Ensley District

James B. and Jill S. Amos

9016 Chemstrand Road

**Replacement Windows
and Storm Shutters**

Project Total \$8,695

Grant Total \$4,347





BOARD OF COUNTY COMMISSIONERS
Escambia County, Florida

Budget/Finance 2.

Community Redevelopment Agency

Meeting Date: 08/06/2020

Issue: Residential Rehab Grant Program Funding and Lien Agreements

From: CLARA LONG, Acting Director

Organization: Neighborhood & Human Svcs

CAO Approval:

RECOMMENDATION:

Recommendation Concerning Residential Rehab Grant Program Funding and Lien Agreements – Clara Long, Neighborhood & Human Services Department Director

That the Board take the following action concerning the Residential Rehab Grant Program Funding and Lien Agreements:

A. Approve the Residential Rehab Grant Program Funding and Lien Agreements between Escambia County CRA and Property Owner:

Property Owner	Address	Fund	Cost Center	Improvement	Amount
Michelle S. Johnson	633 Lakewood Road	151	Barrancas-370116	Replacement Roof	\$3,625

B. Authorize the Chairman to sign the Funding and Lien Agreements and any related documents necessary to implement the Grant awards.

BACKGROUND:

The intent of the matching Grant program is to promote private investment which will upgrade the appearance, property values, and economic activity for residential properties within the designated CRA areas. A rendering of each project is attached.

On August 6, 2020 at 9:00 a.m., a CRA meeting was convened to consider approval of the various agenda items.

BUDGETARY IMPACT:

Funding for the Grants will be provided as follows:

Property Owner	Address	Fund	Cost Center	Improvement	Amount
Michelle S. Johnson	633 Lakewood Road	151	Barrancas-370116	Replacement Roof	\$3,625

LEGAL CONSIDERATIONS/SIGN-OFF:

The Funding and Lien Agreements were reviewed and approved as to form and legal sufficiency by the County Attorney's Office.

PERSONNEL:

Neighborhood & Human Services/Community Redevelopment Agency (NHS/CRA) staff will handle these Grant awards.

POLICY/REQUIREMENT FOR BOARD ACTION:

Board approval is required for disbursement of funds to all private individuals or outside agencies.

IMPLEMENTATION/COORDINATION:

NHS/CRA staff, in coordination with the property owner, handles all implementation tasks. NHS/CRA staff will monitor the work in progress and will be responsible for compiling the necessary documentation prior to the Grant award.

Attachments

Johnson_633 Lakewood Road

**ESCAMBIA COUNTY COMMUNITY REDEVELOPMENT AGENCY
RESIDENTIAL REHAB GRANT PROGRAM FUNDING AGREEMENT**

THIS FUNDING AGREEMENT is made and entered into this 6th day of **August 2020**, by and between the ESCAMBIA COUNTY COMMUNITY REDEVELOPMENT AGENCY, (the "CRA"), 221 Palafox Place, Pensacola, Florida 32502 and **Michelle S. Johnson** (the "Recipient"), owner of residential property located at 633 Lakewood Road, Pensacola, Florida, 32507.

WITNESSETH:

WHEREAS, the CRA has established the **Residential Rehab Grant Program** (the "Program") to provide grants to qualified property owners for projects within the boundaries of the County's designated Community Redevelopment Areas; and

WHEREAS, the Recipient has applied for a grant to fund the project described in **EXHIBIT I** of this Agreement (the "Project"); and

WHEREAS, the parties wish to define their rights and obligations with respect to the Project and the Program grant to be provided to the Recipient.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, and other good and valuable consideration, the parties agree as follows:

1. **Recitals:** The above recitals are incorporated into this Agreement.
2. **Residential Rehab Grant Program:** The CRA awards to the Recipient a matching Grant in the maximum amount of **\$3,625**, which, together with any matching funds provided by the Recipient, shall be expended solely for the construction and completion of the Project described in **EXHIBIT I**, which is hereby fully incorporated into this agreement.
3. **In-Kind Match:** The Recipient shall provide matching funds in the total amount of **\$3,625** which shall be comprised of a cash contribution of **\$3,625**.
4. **Project:** The Project funded by the grant is defined in **EXHIBIT I**. The Recipient shall supervise the work performed and ensure proper maintenance of the Project. The CRA will not be responsible in any manner for the selection of a contractor. Work on the Project shall not commence until the Recipient receives written notification from the CRA that the Project may proceed.
5. **Term:** The work to be performed for the Project shall commence after the **6th** day of **August 2020**, and the Project shall be complete on or before the **6th** day of **November 2020**, (the "Termination Date"). In the event that the Project will not be completed by the Termination Date, the Recipient shall submit a written request for an extension to the CRA at least (30) days prior to the Termination Date. The CRA, in its sole discretion, may grant the extension. However, the CRA's agreement to grant an extension shall not constitute a waiver of any of the other terms or provisions of this Agreement.
6. **Applicable Laws:** The Recipient must comply with all applicable federal, state, and local laws, and shall, at his expense, secure and pay for all permits and be responsible for all other fees or charges associated with the performance of the Project or any other activities under this Agreement.

7. Indemnification: The Recipient shall indemnify, defend, and hold harmless the CRA, including its elected officials, Board members, agents and employees, from and against all claims, suits, actions, damages, losses, and expenses, including but not limited to attorney's fees and costs, arising out of or resulting from this Agreement, the Project, or any other activities under this Agreement.

8. Termination: The CRA shall have the right to terminate this Agreement for convenience or in the event of a breach of any of its terms and provisions. A breach shall include, but not be limited to, failure to meet the match requirements described in paragraph 3; failure to begin work and progress along the schedule in the time and manner specified in paragraph 5; failure to obtain approval of any Project modifications; or failure to obtain Project time extensions. If a Project is terminated, and the Project is located on public property or right-of-way, the CRA reserves the right to remove or require the Recipient to remove any or all portions of the Project or claim as its own and use it deems fit, any improvements or materials remaining on the Project site.

9. Notice of Termination: Upon the CRA's determination that the Recipient has breached any term or provision of the Agreement, the CRA shall provide the Recipient with written notice of the breach and the required corrective action. This Agreement shall terminate automatically if the Recipient fails to remedy the breach to the CRA's satisfaction within fifteen (15) days of the Recipient's receipt of the written notice.

10. Subsequent to Termination: The CRA shall provide the Recipient a certified letter confirming termination of the Agreement. Within thirty (30) days of receipt of the termination letter, the Recipient shall submit a cashier's check to the County for the total amount of grant funds disbursed under this Agreement.

11. Property Owner(s) as Independent Contractor: The parties agree that the Recipient is an independent contractor and is not employee or agent of the CRA.

12. Inspector: The Escambia County CRA, or other County officials as may be duly authorized by the CRA, reserves the right to place inspectors at the work site in order to ensure proper expenditure of the grant funds provided under this Agreement. The CRA does not assume any liability for the quality of work performed or injuries incurred during the performance of the Project. Further, the CRA shall not act in a supervisory capacity during the course of the Project.

13. Payment Process: At Project completion, the CRA will reimburse the Recipient for pre-approved eligible Project costs that are incurred during the course of the Project. The Recipient accepts sole responsibility for ensuring that all Project expenses are reviewed and approved by the CRA prior to Recipient authorizing delivery of the goods, services, or equipment. The Recipient shall provide the CRA with a minimum of three written price quotes for each item to be purchased. The CRA shall not be obligated to disburse Grant funds for any unauthorized goods, services, or equipment, and the liability for payment in such instances shall be the responsibility of the Recipient. The CRA shall not be obligated to disburse Grant funds until the Recipient submits vendor invoices, copy of signed permit, proof of payment, and other documentation as may be required by the CRA. Final determination regarding the acceptability of supporting documentation shall rest with the Clerk of the Circuit Court/Finance Division. The Recipient shall provide the CRA with the names and signatures of all persons designated by Recipient to purchase goods, services, and equipment for the Project and the CRA shall not be obligated to disburse Grant funds to persons not previously designated by the Recipient.

14. Maintenance of Records: The Recipient shall maintain written records and accounts documenting all expenditures related to the Project. The Recipient shall maintain all documents

for a minimum period of three (3) years from the date of final completion of the Project, or until final resolution of matters involving any questioned costs, audit concerns, or related matters. The Recipient acknowledges that this Agreement and any related financial records, audits, reports, plans, correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event that the Recipient fails to abide by the provisions of Chapter 119, Florida Statutes, the CRA may terminate this Agreement. In such case, the Recipient shall not be entitled to receive any further disbursement or benefit associated with this Agreement.

15. Audit: The County or the Clerk of the Circuit Court/Finance Division may audit or review any and all records or documents pertaining to this Agreement at any time.

16. Amendments: Any amendments to this Agreement shall be in writing executed by both parties with the same formalities as this Agreement.

17. Notice: Any notices to the County shall be mailed to:

County:

Sherry Duffey
Development Program Manager
Neighborhood and Human Services Dept.
Community Redevelopment Agency
221 Palafox Place
Pensacola, Florida 32502

Recipient:

Michelle S. Johnson
633 Lakewood Road
Pensacola, FL 32507

All notices shall be sent by certified mail, return receipt requested.

18. No Discrimination: The Recipient shall ensure that this Agreement is performed and executed in a non-discriminatory manner, consistent with state and federal civil rights legislation. All services and access shall be available without regard to race, creed, color, handicap, familial status, disability, religion, or national origin.

19. Entire Agreement: This Agreement contains the entire agreement between the parties and no representations, inducements, promises, or other agreements between the parties not contained in this Agreement will be of any force and effect.

20. No Waiver: This Agreement does not constitute a waiver of any local ordinances, codes, or regulations.

21. This Agreement is executed in Escambia County, Florida, and performance and interpretation of this Agreement shall be construed in accordance with the laws of Florida. Any action relating to this Agreement shall be instituted and prosecuted in the courts of Escambia County, Florida, and each party waives the right to change of venue.

22. If any part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with any law of the state where made, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

23. The headings appearing in this Agreement have been inserted for the purpose of convenience and for ready reference. They do not purport to, and shall not be deemed to define, limit or extend the scope or intent of the clauses to which they appertain.

24. If any date herein set forth for the performance of any obligations, or the delivery of any instrument, or for the giving of any notice by the parties such as herein provided, shall be on Saturday, Sunday, or legal holiday such compliance shall be deemed acceptable on the next business day following such Saturday, Sunday, or legal holiday.

25. Each individual executing this Agreement on behalf of a business or government entity represents and warrants that they are duly authorized to execute and deliver this Agreement on behalf of their respective principal, in accordance with duly adopted action or authority of the governing Board of each party, and that this Agreement is binding upon each party in accordance with its terms.

For: **Board of County Commissioners of Escambia County**

By: _____
Steven Barry, Chairman

ATTEST: **PAM CHILDERS**
Clerk of the Circuit Court

Date Executed: _____

By: _____
Deputy Clerk

BCC Approved: _____

(SEAL)

For Recipient:

Michelle S. Johnson

Michelle S. Johnson, Property Owner

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me, by means of () physical presence or () online notarization, this 1st day of July, 2020 by Michelle S. Johnson, Property Owner. She () is personally known to me or () has produced FL DL exp. 5-25-25 as identification.

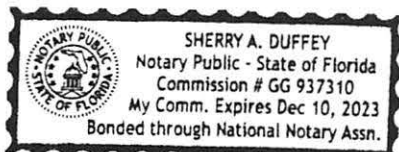
Sherry Duffey

Signature of Notary Public

(Notary Seal)

Sherry Duffey

Printed Name of Notary Public



Approved as to form and legal sufficiency.

By/Title: *Adualsaca*
Date: 7/1/20

EXHIBIT I

RESIDENTIAL REHAB GRANT PROJECT

Property Owner(s): **Michelle S. Johnson**

Property Address: **633 Lakewood Road, Pensacola, Florida, 32507**

The "Project" includes the following improvement to the above referenced property:

Replacement Roof

**Escambia County Community Redevelopment Agency
Residential Rehab Grant Program**

Administered By: Escambia County Neighborhood and Human Services Department
Community Redevelopment Agency

Lien Agreement

Applicant Name
Michelle S. Johnson
A married woman

Address of Property
633 Lakewood Road
Pensacola, FL 32507

Property Reference No.
59-2S-30-1000-009-005

Total Amount of Lien

\$3,625

I, the undersigned owner of the residential property referenced above, agree that the improved residential property will continue to be used for residential purposes for a period of not less than one (1) year from the date this lien agreement is recorded in the public records. I will not sell or transfer ownership or possession of the property to any other person, persons, corporation or other legal entity during this one (1) year period without the express written permission of the CRA. Such permission shall not be unreasonably withheld nor is this lien agreement intended to otherwise unreasonably prevent the alienation of the property.

The lien shall be due and payable in total for a period of one (1) year from the date this lien agreement is recorded in the public records. Upon documentation of compliance with the provisions of this lien agreement and the Escambia County **Residential Rehab Grant Program**, and one (1) year subsequent to the recording of the lien agreement in the public records, this lien shall depreciate to zero (0), and repayment shall be forgiven. I understand that this lien will not be subordinated without the prior approval of the CRA, and subordination shall be considered for approval only to enable the owner to secure financing required to complete further improvements to the subject property.

If the property is sold or if ownership or possession is otherwise transferred without the express written permission of the CRA to another party or parties or the funding agreement executed concurrently with this lien agreement is terminated prior to expiration of the one (1) year period referenced above, I agree that I or my heir(s) or assigns shall repay the total amount of grant funds disbursed by the CRA, up to and including the amount recited above.

For Recipient:
Michelle S. Johnson
Michelle S. Johnson, Property Owner

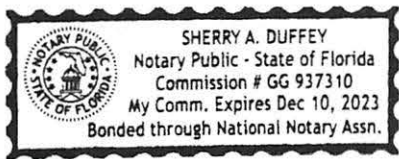
STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me, by means of () physical presence or () online notarization, this 1st day of July, 2020 by Michelle S. Johnson, Property Owner. She () is personally known to me or () has produced FL DL Exp. 5-25-25 as identification.

Sherry Duffey
Signature of Notary Public

(Notary Seal)

Sherry Duffey
Printed Name of Notary Public



For: **Board of County Commissioners of Escambia County**

By: _____
Steven Barry, Chairman

ATTEST: **PAM CHILDERS**
Clerk of the Circuit Court

Date Executed: _____

By: _____
Deputy Clerk

BCC Approved: _____

Approved as to form and legal sufficiency.
By/Title: [Signature]
Date: 7/1/20

This instrument prepared by:
Sherry Duffey, Development Program Manager
Neighborhood and Human Services Department
Community Redevelopment Agency
221 Palafox Place, Pensacola, FL 32502

Before (taken 6/19/2020)



Replacement Roof

633 Lakewood Road – Michelle S. Johnson



BOARD OF COUNTY COMMISSIONERS
Escambia County, Florida

Discussion/Information 1.

Community Redevelopment Agency

Meeting Date: 08/06/2020

Issue: Proposed Amendment to the Residential Rehab Grant Program

From: CLARA LONG, Department Director

Organization: Neighborhood & Human Svcs

CAO Approval:

RECOMMENDATION:

That the Board review and approve the following action concerning the Residential Rehab Grant Program for the Community Redevelopment Agency (CRA):

OLD VERSION	Homesteaded Property	Eligible for 50% Match Reimbursement up to \$6,000	INCUR 1 YEAR LIEN	Applicants are allowed funding for each six (6) eligible improvements one-time per property
PROPOSED VERSION	Homesteaded Property	Eligible for 50% Match Reimbursement up to \$6,000	INCUR 2 YEAR LIEN	Applicants are allowed funding for each six (6) eligible improvements one-time per property
OLD VERSION	Non-Homesteaded Property	Eligible for 50% match reimbursement up to \$6,000	INCUR 1 YEAR LIEN	Applicants are allowed funding for each six (6) eligible improvements one-time per property

PROPOSED VERSION	Non-Homesteaded Property	Eligible for 50% match reimbursement up to \$6,000	INCUR 2 YEAR LIEN	Applicants are allowed funding for sanitary sewer connections only.
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BACKGROUND:

On July 2, 2020, the CRA Board Meeting was held to review and approve various CRA agenda items. During the meeting, CRA Board requested staff to bring back options to amend the current policy and procedures regarding the CRA Residential Rehab Grant Program. Currently the Program offers residential property owners opportunity to improve their homes through six (6) eligible improvements such as total electrical re-wiring, conversion to central heat and air conditioning systems, connection to sanitary sewer from septic, replacement of roof, window replacements, and installation of storm shutters up to \$6,000 match reimbursement. Once Grants are submitted to the CRA and approved, property owners pay the full cost of the improvements and reimbursed by the CRA a 50% match up to \$6,000. Currently, these Grants are eligible to both homesteaded and non-homesteaded property owners. CRA has presented a proposed layout of utilizing the Grant Program to help minimize homesteaded property owners making multiple repeats to the Grant Program therefore extending their Lien time to 2 years instead of 1 year, Additional proposed change to Grant Program is allow non-homesteaded property owners to submit applications for sanitary sewer connections only.

BUDGETARY IMPACT:

No budgetary impact is anticipated.

LEGAL CONSIDERATIONS/SIGN-OFF:

NA

PERSONNEL:

NA

POLICY/REQUIREMENT FOR BOARD ACTION:

Board approval is recommended to amend any changes to policy and procedures and distribution of funds to outside agencies and individuals.

IMPLEMENTATION/COORDINATION:

Neighborhood & Human Services Department staff will implement any proposed changes to policy and procedures approved by the Board.

Community Redevelopment Agency Residential Rehab Grant Program



This program provides a 50% matching reimbursement grant, up to \$6,000.

ELIGIBLE IMPROVEMENTS

❖ Total Electrical Rewiring Upgrade	❖ Central heating and Air Conversion	❖ Replacement Roof
❖ Storm Shutter Installation	❖ Replacement Windows	❖ Sanitary Sewer Connection

PROGRAM ELIGIBILITY GUIDELINES

- Property must be located within an Escambia County designed Community Redevelopment District. Call (850) 595-3217 to verify location.
- Applicant(s) must be the property owner(s).
- Property must be zoned for residential use and used for residential purposes.
- Property must not have outstanding judgment liens, code violations, and/or delinquent ad valorem property taxes.
- Property must have current homeowner's insurance.
- Property must be homestead exempt. Non-homestead exempt properties can receive grant assistance for sanitary sewer connection only.
- Not intended for new construction.

Project Commencement

Project must not have commenced until the final grant application and agreement(s) have been submitted to and approved by the Escambia County Community Redevelopment Agency (CRA), and Board of County Commissioners (BCC).

Applicant Match

Applicant must provide 100% of project costs upfront. The Community Redevelopment Agency will provide a 50% reimbursement, up to \$6,000, for eligible improvements approved under this program upon project completion, and submittal of all required documentation.

Lien Requirement

Applicant(s) must agree to enter into a lien agreement with the Community Redevelopment Agency. A two (2) year lien is required. **The lien will be forgiven after two (2) years from the date the lien agreement is recorded in the public records provided that:**

- Improvements are not altered, modified, removed, demolished, sold, or transferred and/or;
- Property is not converted to 100% non-residential use.

*****If any of these activities should occur within the above-mentioned two (2) year period, and/or without prior approval, total funds granted will become due and must be repaid in full.**

Grant funding is based on availability. Grant funding is provided on a first come, first served basis, however, preference will be provided to first time applicants.

Application Submittal Instructions

Use CRA Form Rehab rev. 07-14-2020

1. Complete and Sign Application Form

Attach the following documentation:

Proof of Property Ownership - copy of deed
Proof of Homeowner's Insurance

2. Obtain Three (3) Quotes from Licensed Contractors which include Labor and Materials for Total Project Costs

- a. Indicate Selected Contractor**
(Selected Contractor must have the lowest bid)
- b. Contractor must be licensed in Escambia County.**

3. Sign Memorandum of Understanding (MOU) Form

4. Sign "Notice to Applicant(s): Florida Public Records Law, F.S. Chapter 119"

5. Complete and Sign W-9 Tax Form

6. Submit documentation listed above (steps 1-5) by mail, fax or email to:

Escambia County Community Redevelopment Agency
221 Palafox Place, Suite 305, Pensacola, FL 32502
Phone: (850) 595-3217
Fax: (850) 595-3218
Email: CRA@myescambia.com



APPLICATION FORM

Community Redevelopment Agency
Residential Rehab Grant Program
CRA Form Rehab rev. 07-14-2020

APPLICANT NAME: _____

CO-APPLICANT NAME: _____

PROPERTY ADDRESS: _____

MAILING ADDRESS: _____

PHONE: _____

EMAIL ADDRESS: _____

PROPERTY OWNER: YES NO

OUTSTANDING CODE VIOLATIONS OR JUDGEMENT LIENS: YES NO
IF YES, INDICATE WHICH: _____

DELINQUENT ON AD VALOREM PROPERTY TAXES: YES NO
IF YES, INDICATE WHICH: _____

REDEVELOPMENT DISTRICT:

- ATWOOD BARRANCAS BROWNSVILLE
- CANTONMENT ENGLEWOOD ENSLEY
- OAKFIELD PALAFOX WARRINGTON

ASSISTANCE IS REQUESTED TO COMPLETE THE FOLLOWING ELIGIBLE IMPROVEMENTS *(Check all that apply)*:

<input type="checkbox"/> Total Electrical Rewiring Upgrade	<input type="checkbox"/> Replacement Roof (exclude repairs)
<input type="checkbox"/> Replacement Windows	<input type="checkbox"/> Central Heat and Air System Conversion
<input type="checkbox"/> Sanitary Sewer Connection	<input type="checkbox"/> Storm Shutter Installation

PLEASE PROVIDE A DETAILED DESCRIPTION OF ALL IMPROVEMENTS **FOR WHICH YOU ARE REQUESTING FUNDING** UNDER THIS PROGRAM (If additional space is needed, attach description).....

The information provided on this application is true and complete to the best of my knowledge and belief. I understand the information provided is required to determine my eligibility and does not assure my qualification. I agree to provide other documentation as may be required to determine my eligibility under this program.

Applicant Signature: _____

Date: _____

Co-Applicant Signature: _____

Date: _____



**COMMUNITY REDEVELOPMENT AGENCY
MEMORANDUM OF UNDERSTANDING (MOU)**

I, THE APPLICANT/CO-APPLICANT, AFFIRM THAT WORK HAS NOT COMMENCED ON ANY PORTION OF THE PROJECT REQUESTED FOR FUNDING UNDER THE COMMUNITY REDEVELOPMENT AGENCY (CRA) RESIDENTIAL REHAB GRANT PROGRAM.

I UNDERSTAND THAT WORK MAY NOT COMMENCE UNTIL FUNDING FOR MY PROPOSED PROJECT HAS BEEN APPROVED BY THE ESCAMBIA COUNTY BOARD OF COUNTY COMMISSIONERS (BCC) AND A NOTICE TO PROCEED ISSUED BY THE CRA.

Applicant Signature: _____

Date: _____

Co-Applicant Signature: _____

Date: _____

Program Administrator: _____

Date: _____

DRAFT

NOTICE TO APPLICANT(S): FLORIDA PUBLIC RECORDS LAW, F.S. CHAPTER 119

CRA Form-Public Records Notice-2015-11

This is a notice to you regarding the State of Florida’s Public Records Law, Florida Statutes (F.S.) Chapter 119: Public Records. Under F.S. Chapter 119, the law requires that any records made or received by public agencies in the course of official business must be made available for inspection by the general public, unless specifically exempted by the Florida Legislature, or deemed confidential or exempted under federal law. Please be advised that in the course of the release of public records, Escambia County may release personal information including home address, email address and phone number, unless specifically exempted under law. You are hereby notified, pursuant to F.S. Chapter 119, that disclosure of your social security number has been collected on this application for identification and financial verification purposes to determine eligibility under this program, and will not be utilized for any other purpose, and/or released to any other agency and/or person(s) except where required under law. Please refer to F.S. Chapter 119.071 for details on Florida Public Records Law general exemptions.

The Community Redevelopment Agency requests that you disclose any exemptions under F.S. Chapter 119.071 which may apply to any person or persons referenced on this application for assistance.

Please check a box below:

[] The person(s) referenced on this application qualify for the following exemptions under F.S. Chapter 119.071 (please indicate the full name of the person(s) qualifying for exemptions listed):

[] The person(s) referenced on this application do not qualify for any exemptions under F.S. Chapter 119.071.

Your signature below confirms your review and understanding of this notification as it relates to the State of Florida’s Public Records Law, F.S. Chapter 119, and applicable exemptions:

Applicant Signature: _____

Date: _____

Co-Applicant Signature: _____

Date: _____

Program Administrator: _____

Date: _____