



City of Pensacola

Agenda Conference

Agenda - Final

Monday, April 8, 2019, 3:30 PM

Hagler-Mason Conference Room,
2nd Floor

IMMEDIATELY FOLLOWING 3:30 CRA MEETING

ROLL CALL

PRESENTATION ITEMS

REVIEW OF CONSENT AGENDA ITEMS

1. [19-00137](#) AFFORDABLE HOUSING INCENTIVE PLAN REVIEW REPORT

Recommendation: That City Council approve the Affordable Housing Incentive Plan Review report submitted by the Affordable Housing Advisory Committee (AHAC) for submission to the Florida Housing Finance Corporation in accordance with Section 420.9076, Florida Statutes.

Sponsors: Grover C. Robinson, IV

Attachments: [City of Pensacola Affordable Housing Incentive Plan Review Report](#)
2. [19-00152](#) WRITE-OFF OF OFFSHORE INLAND MARINE & OILFIELD SERVICES ACCOUNTS RECEIVABLE

Recommendation: That City Council authorize the write-off of \$363,000 in previously abated payables owed by Offshore Inland Marine & Oilfield Services (OIMO).

Sponsors: Grover C. Robinson, IV

Attachments: [Accounts Receivable Customer Aging Detail Report](#)
3. [19-00155](#) APPROVAL OF INTERLOCAL AGREEMENT WITH ECRC (EMERALD COAST REGIONAL COUNCIL) AND ESCAMBIA COUNTY FOR WEST CERVANTES STREET CORRIDOR TRAFFIC FEASIBILITY STUDY

Recommendation: That City Council authorize the Mayor to take all necessary action to execute an Interlocal Agreement (ILA) with ECRC and Escambia County relating to cost sharing for the West Cervantes Street Corridor Traffic Feasibility Study.

Sponsors: Grover C. Robinson, IV

Attachments: [Interlocal Agreement with ECRC and Escambia County - West Cervantes St](#)

4. [19-00160](#) PENSACOLA ENERGY - UTILITY EASEMENT FOR CITY OF GULF BREEZE

Recommendation: That the City Council authorize the Mayor to execute the Perpetual Utility Easement Agreement for the City of Gulf Breeze to allow them to place utilities near the intersection of 17th Avenue and Highway 98. Further, that City Council authorize the Mayor to take all actions necessary to execute the agreement.

Sponsors: Grover C. Robinson, IV

Attachments: [Perpetual Utility Easement for City of Gulf Breeze](#)
 [Survey Map](#)

5. [19-00165](#) AWARD OF BID #19-014 PENSACOLA INTERNATIONAL AIRPORT ECONOMY LOT 1 EXPANSION PROJECT

Recommendation: That City Council award Bid #19-014 Pensacola International Airport Economy Lot 1 Expansion Project to Panhandle Grading & Paving, Inc., the lowest and most responsible bidder with a base bid of \$1,105,801.20 plus a 10% contingency in the amount of \$110,580.12 for a total amount of \$1,216,381.32. Further that City Council authorize the Mayor to execute the contract and take all actions necessary to complete the project.

Sponsors: Grover C. Robinson, IV

Attachments: [Tabulation of Bids](#)
 [Final Vendor Reference List](#)

6. [19-00153](#) AWARD OF CONTRACT FOR INVITATION TO BID (ITB) #19-011 COBB CENTER GYM EXTERIOR WINDOWS AND DOORS REPLACEMENT

Recommendation: That City Council award a contract to A.E. New Jr., Inc. for ITB #19-011 Cobb Center Gym Exterior Windows and Doors Replacement for \$113,000 base bid, \$5,600 additive alternate #1, and \$7,700 additive alternate #2, plus a 15% contingency of \$18,945, for a total amount of \$145,245.

Attachments: [Tabulation of Bids](#)
 [Final Vendor Reference List](#)

REVIEW OF REGULAR AGENDA ITEMS (Sponsor)

7. [19-00163](#) PUBLIC HEARING - AMENDMENT TO SECTION 12-2-8 OF THE LAND DEVELOPMENT CODE - COMMERCIAL LAND USE DISTRICT - RECREATION OR AMUSEMENT PLACES OPERATED FOR PROFIT

Recommendation: That City Council conduct the first of two (2) Public Hearings regarding an amendment to Section 12-2-8 of the Land Development Code - Commercial Land Use District.

Sponsors: Andy Terhaar

Attachments: [Sec.12-2-8 - Commercial land use district](#)
 [March 12, 2019 Plannind Board Minutes](#)

8. [2019-19](#) SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-19 - PORT OF PENSACOLA

Recommendation: That City Council adopt Supplemental Budget Resolution No. 2019-19

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019; PROVIDING AN EFFECTIVE DATE.

Sponsors: Grover C. Robinson, IV

Attachments: [Supplemental Budget Resolution No. 2019-19](#)
 [Supplemental Budget Explanation No. 2019-19](#)

9. [19-00176](#) APPOINTMENTS - PARKS AND RECREATION BOARD

Recommendation: That City Council appoint to the Parks and Recreation Board one individual to fill an unexpired term ending 3/31/2020, one individual to fill an unexpired term ending 3/31/2021, and four (4) individuals to serve a term of three (3) years, expiring March 31, 2022.

Sponsors: Andy Terhaar

Attachments: [Member List](#)

[Nomination Form - Antonio Bruni](#)

[Application of Interest - Antonio Bruni](#)

[Nomination Forms - David Del Gallo](#)

[Application of Interest - David Del Gallo](#)

[Nomination Form - Alejandra Escobar-Ryan](#)

[Application of Interest - Alejandra Escobar-Ryan](#)

[Nomination Form - Gabriela Garza](#)

[Application of Interest - Gabriela Garza](#)

[Nomination Form - Leah Harrison](#)

[Application of Interest - Leah Harrison](#)

[Nomination Form - Ray Palmer](#)

[Application of Interest - Ray Palmer](#)

[Application of Interest - Miranda Sword](#)

[Applications of Interest - Ed Wonders](#)

[Ballots](#)

10. [13-19](#) PROPOSED ORDINANCE NO. 13-19 - AN ORDINANCE OF THE CITY OF PENSACOLA PROVIDING FOR THE APPOINTMENT OF AN EX OFFICIO MEMBER TO THE ESCAMBIA-PENSACOLA HUMAN RELATIONS COMMISSION

Recommendation: That City Council approve Proposed Ordinance No. 13-19 on first reading.

AN ORDINANCE OF THE CITY OF PENSACOLA, FLORIDA PROVIDING FOR THE APPOINTMENT OF AN EX OFFICIO MEMBER OF THE CITY COUNCIL TO THE ESCAMBIA-PENSACOLA HUMAN RELATIONS COMMISSION, RESTRUCTURED BY ESCAMBIA COUNTY, FLORIDA BY THE ENACTMENT OF ORDINANCE 2019-13; SETTING FORTH THE COMPOSITION AND TERMS OF OFFICE; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE.

Sponsors: Jewel Cannada-Wynn

Attachments: [Proposed Ordinance No. 13-19](#)

11. [11-19](#) PROPOSED ORDINANCE NO. 11-19 - AMENDING SECTION 7-9-17 OF THE CODE OF THE CITY OF PENSACOLA - RESTRICTED HOURS

Recommendation: That City Council approve Proposed Ordinance No. 11-19 on first reading.

AN ORDINANCE AMENDING SECTION 7-9-17 OF THE CODE OF THE CITY OF PENSACOLA, FLORIDA, RESTRICTED HOURS; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE.

Sponsors: Jared Moore

Attachments: [Proposed Ordinance No. 11-19](#)

12. [19-00147](#) ESCAMBIA/PENSACOLA FY 2020-2022 STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM INTERLOCAL AGREEMENT WITH ESCAMBIA COUNTY

Recommendation: That City Council approve the State Housing Initiatives Partnership (SHIP) program interlocal agreement with Escambia County providing for the joint implementation and administration of the Escambia/Pensacola SHIP program. Further, that City Council authorize the Mayor to execute all documents relating to the program's implementation and administration.

Sponsors: Grover C. Robinson, IV

Attachments: [Interlocal Agreement between the Escambia County Board of County Comm](#)

13. [2019-17](#) RESOLUTION NO. 2019-17 - APPROVING THE
 ESCAMBIA/PENSACOLA 2020-2022 STATE HOUSING INITIATIVES
 PARTNERSHIP PROGRAM LOCAL HOUSING ASSISTANCE PLAN

Recommendation: That City Council adopt Resolution No. 2019-17.

A RESOLUTION OF THE CITY OF PENSACOLA, FLORIDA,
APPROVING THE LOCAL HOUSING ASSISTANCE PLAN
AS REQUIRED BY THE STATE HOUSING INITIATIVES
PARTNERSHIP PROGRAM ACT, SUBSECTIONS
420.907-420.9079, FLORIDA STATUTES; AND RULE
CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE;
PROVIDING FOR AN EFFECTIVE DATE.

Sponsors: Grover C. Robinson, IV

Attachments: [Resolution No. 2019-17](#)
 [Escambia County City of Pensacola 2020-2022 SHIP Local Housing Assista](#)

14. [2019-14](#) RESOLUTION NO. 2019-14 - FLORIDA DEPARTMENT OF
 TRANSPORTATION GRANT PROJECT TITLE CHANGE TO
 DESIGN/CONSTRUCT AIRFIELD INTERSECTION STORMWATER

Recommendation: That City Council adopt Resolution No. 2019-14.

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR OF THE
CITY OF PENSACOLA TO COORDINATE WITH THE FLORIDA
DEPARTMENT OF TRANSPORTATION (FDOT) TO CHANGE THE
PROJECT TITLE, SCOPE, AND DELIVERABLES FOR FDOT NUMBER
429609-6; PROVIDING AN EFFECTIVE DATE.

Sponsors: Grover C. Robinson, IV

Attachments: [Resolution No. 2019-14](#)

FOR DISCUSSION

INFORMATIONAL ITEMS

CONSIDERATION OF ANY ADD-ON ITEMS

READING OF ITEMS FOR COUNCIL AGENDA

COMMUNICATIONS

City Administrator's Communication

City Attorney's Communication**Monthly Financial Report - Chief Financial Officer Richard Barker, Jr.**

15. [19-00082](#) MONTHLY FINANCIAL REPORT - CHIEF FINANCIAL OFFICER
 RICHARD BARKER, JR.

Sponsors: Grover C. Robinson, IV

Attachments: [March 2019 Monthly Financial Presentation](#)

City Council Communication**ADJOURNMENT**

If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 435-1606 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00137

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

AFFORDABLE HOUSING INCENTIVE PLAN REVIEW REPORT

RECOMMENDATION:

That City Council approve the Affordable Housing Incentive Plan Review report submitted by the Affordable Housing Advisory Committee (AHAC) for submission to the Florida Housing Finance Corporation in accordance with Section 420.9076, Florida Statutes.

HEARING REQUIRED: No Hearing Required

SUMMARY:

In 2008, City Council adopted, by Resolution No. 37-08, the Affordable Housing Incentive Plan. Florida Statutes Section 420.9076 requires the AHAC to evaluate the implementation of the Affordable Housing Incentive Plan and submit a report to the local governing body to include recommendations on the implementation of the incentives in specific identified areas. The AHAC has met regularly to review the City and County incentive strategies and evaluate the implementation of the plans for both jurisdictions.

On Tuesday, March 12, 2019 the AHAC held a public hearing and voted to recommend to City Council and the Board of County Commissioners, respectively, the approval of the Affordable Housing Incentive Plan Review reports. Completion of this review process and adoption by the local jurisdictions is a requirement for the City and Escambia County to continue to receive State Housing Initiatives Partnership (SHIP) program funds from Florida Housing Finance Corporation.

The City and Escambia County jointly administer the SHIP program through an Interlocal Agreement; therefore, the reports require approval by both jurisdictions.

PRIOR ACTION:

December 9, 2015 - City Council approved the Affordable Housing Incentive Plan Review Report

FUNDING:

N/A

FINANCIAL IMPACT:

N/A

CITY ATTORNEY REVIEW: Yes

3/21/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Marcie Whitaker, Housing Administrator

ATTACHMENTS:

- 1) City of Pensacola Affordable Housing Incentive Plan Review Report

PRESENTATION: No

CITY OF PENSACOLA
AFFORDABLE HOUSING INCENTIVE PLAN REVIEW
BY
ESCAMBIA/PENSACOLA AFFORDABLE HOUSING ADVISORY COMMITTEE

1. BACKGROUND

The Sadowski Affordable Housing Act as approved by the Florida Legislature and codified as Chapter 420 of the Florida Statutes requires the development of an Affordable Housing Incentive Plan by all local governments electing to participate in the housing production and preservation initiatives authorized by the Act. Pensacola City Council, jointly with Escambia County Board of County Commissioners, appointed the members to serve on the Escambia-Pensacola Affordable Housing Advisory Committee (AHAC). The Escambia-Pensacola AHAC reviewed the implementation of the Affordable Housing Incentive Plan and determined the incentives are being implemented in accordance with the plan. A summary of the strategies and the implementation status is presented in Attachment 1.

2. PURPOSE

The purpose of the Incentive Plan is to set out the deliberations and recommendations for monetary and non-monetary incentives targeting regulatory reform with respect to affordable housing including the evaluation of the established policies, procedures, ordinances, land development regulations, and the comprehensive plan. All recommendations should encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value. The Plan encompasses the specific recommendations of the AHAC all of which were voted upon and approved at a Public Hearing on March 12, 2019. This Plan details existing City housing related policies/procedures to be undertaken by the City in support of affordable housing.

3. AFFORDABLE HOUSING INCENTIVES

INCENTIVE A: THE PROCESSING OF APPROVALS OF DEVELOPMENT ORDERS OR PERMITS, AS DEFINED IN S. 163.3164(7) AND (8), FOR AFFORDABLE HOUSING PROJECTS IS EXPEDITED TO A GREATER DEGREE THAN OTHER PROJECTS.

Discussion:

The City's permitting system is centralized which provides an excellent expedited "one stop" process. Typically permits for single family residential dwellings are processed within one to three business days. The City building permit application provides an applicant the opportunity to note if the project is being supported with affordable housing funding (CDBG, SHIP, or OTHER).

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE B: THE MODIFICATION OF IMPACT FEE REQUIREMENTS, INCLUDING REDUCTION OR WAIVER OF FEES AND ALTERNATIVE METHODS OF FEE PAYMENT FOR AFFORDABLE HOUSING.

Discussion:

The City does not have impact-fee requirements. To support the creation and preserve sustainable affordable housing, the Comprehensive Plan supports offering incentives for infill development, one of which is the liens waiver policy for affordable housing.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE C: THE ALLOWANCE OF FLEXIBILITY IN DENSITIES FOR AFFORDABLE HOUSING.

Discussion:

The City of Pensacola Comprehensive Plan and Land Development Code allow flexibility in development density for residential developments. This is generally coordinated through predevelopment review meetings with developers' through the Special Planned Development (SPD) process.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE D: THE RESERVATION OF INFRASTRUCTURE CAPACITY FOR HOUSING FOR VERY-LOW INCOME PERSONS, LOW-INCOME PERSONS, AND MODERATE-INCOME PERSONS.

Discussion:

Infrastructure capacity is not an issue for development of affordable housing within the urban area of the City as water, sewer, electricity, and roadways are more than adequate for concurrency. Additionally, all areas within the City's Community Redevelopment Areas are exempt from traffic concurrency.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE E: THE ALLOWANCE OF AFFORDABLE ACCESSORY RESIDENTIAL UNITS IN RESIDENTIAL ZONING DISTRICTS.

Discussion:

Accessory dwellings are allowed in the City of Pensacola Comprehensive Plan and Land Development Code.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE F: THE REDUCTION OF PARKING AND SETBACK REQUIREMENTS FOR AFFORDABLE HOUSING.

Discussion:

The City may grant a reduction in the parking requirement through its SPD process.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE G: THE ALLOWANCE OF FLEXIBLE LOT CONFIGURATIONS, INCLUDING ZERO-LOT-LINE CONFIGURATIONS FOR AFFORDABLE HOUSING.

Discussion:

The City Land Development Code provides for the use of zero-lot-line configurations in development of residential housing.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE H: THE MODIFICATION OF STREET REQUIREMENTS FOR AFFORDABLE HOUSING.

Discussion:

The SPD process provides a means for a developer to present modifications for street design. Pensacola City Council adopted Resolution No. 29-12 in support of the complete street design concept.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE I: THE ESTABLISHMENT OF A PROCESS BY WHICH A LOCAL GOVERNMENT CONSIDERS, BEFORE ADOPTION, POLICIES, PROCEDURES, ORDINANCES, REGULATIONS, OR PLAN PROVISIONS THAT INCREASE THE COST OF HOUSING.

Discussion:

The review process is in place within in the City. Review information and comments are provided by planning staff with input, as needed, by housing and community development staff for consideration by the policy makers.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE J: THE PREPARATION OF A PRINTED INVENTORY OF LOCALLY OWNED PUBLIC LANDS SUITABLE FOR AFFORDABLE HOUSING DEVELOPMENT.

Discussion:

The City maintains a printed inventory of City owned real property appropriate for development as affordable housing. An updated list of City owned properties was presented to the AHAC on August 9, 2016.

In January 2017, City Council established the Housing Initiatives Fund which was established to receive specified funds to support existing and future adopted City of Pensacola Housing Division programs. The fund is supported from the proceeds of the sale of city owned properties. Currently, the funds are being used to support a homebuyer incentive program.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

INCENTIVE K: THE SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS AND MAJOR EMPLOYMENT CENTERS AND MIXED-USE DEVELOPMENTS.

Discussion:

Development regulations support and encourage the location of affordable housing, including a priority for mixed use/mixed income, housing near transit stops/interchanges and employment/educational centers.

Recommendation:

This incentive is being implemented in accordance with the plan and no changes were recommended. The AHAC will review the incentive on a triannual basis.

4. ADDITIONAL RECOMMENDATIONS

No additional incentives were recommended by the Committee.

Attachment 1

	Strategy Implementation Status	Comments
(a) The processing of approvals of development orders or permits, as defined in s. 163.3164(7) and (8), for affordable housing projects is expedited to a greater degree than other projects.	Adopted: 7/21/11 Ordinance: 10-11 City of Pensacola Comprehensive Plan Housing Element H-3.3.4, Timely review of development and permit applications	The City's permitting system is centralized which provides an excellent expedited "one stop" process. Typically permits for single family residential dwellings are processed within one to three business days. The City building permit application provides an applicant the opportunity to note if the project is being supported with affordable housing funding (CDBG, SHIP, or OTHER).
(b) The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.	Adopted: 7/21/11 Ordinance: 10-11 City of Pensacola Comprehensive Plan Housing Element H-2.5.4, Lien Waiver Policy City Council adopted: 1/10/11 Lien Release Policy for Affordable Housing Infill Projects	The City does not have impact-fee requirements. To support the creation and preserve sustainable affordable housing, the Comprehensive Plan supports offering incentives for infill development, one of which is the liens waiver policy for affordable housing.
(c) The allowance of flexibility in densities for affordable housing.	Adopted: 7/21/11 Ordinance: 10-11 City of Pensacola Comprehensive Plan Future Land Use Section FLU-1.8.3 Density Bonus Adopted: 9/9/10 City of Pensacola Land Development Code Section 12-2-77, Special Planned Development Adopted: 5/9/13 City of Pensacola Land Development Code Section 12-2-80, Density Bonus	The City of Pensacola Comprehensive Plan and Land Development Code allow flexibility in development density for residential developments. This is generally coordinated through pre-development review meetings with developers through the special planned development process.
(d) The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.	Adopted: 7/21/11 Ordinance: 10-11 City of Pensacola Comprehensive Plan Housing Element H-3.3.3, Exemption from concurrency for certain affordable workforce housing.	Infrastructure capacity is not an issue for development of affordable housing within the urban area of the City as water, sewer, electricity, and roadways are more than adequate for concurrency. All areas within the City's Community Redevelopment Areas are exempt from traffic concurrency.
(e) The allowance of affordable accessory residential units in residential zoning districts.	Ordinance: 10-11 Adopted: 7/21/2011 City of Pensacola Comprehensive Plan Housing Element H-3.1.3, Permit and encourage accessory dwelling units in appropriate residential zoning districts.	Accessory residential dwelling units are allowed in the City of Pensacola Comprehensive Plan and Land Development Code.

	<p>Adopted: 9/13/07 City of Pensacola Land Development Code Section 12-2-52, Accessory residential dwellings</p>	
(f) The reduction of parking and setback requirements for affordable housing.	<p>Ordinance: 10-11 Adopted 7/21/2011 City of Pensacola Comprehensive Plan Housing Element H-5.2.4, Reduced parking requirements</p> <p>Adopted: 9/9/10 City of Pensacola Land Development Code Section 12-2-77, Special Planned Development</p>	The City of Pensacola may grant a reduction in parking through the special planned development process.
(g) The allowance of flexible lot configurations, including zero-lot-line configurations, for affordable housing	<p>Ordinance: 10-11 City of Pensacola Comprehensive Plan Future Land Use FLU-1.8.2, Allow effective land development opportunities allowing for innovative solutions in the Land Development Code</p> <p>Adopted: 9/9/10 City of Pensacola Land Development Code Section 12-2-77, Special Planned Development</p>	The City Land Development Code provides for the use of zero-lot-line configurations in development of residential housing.
(h) The modification of street requirements for affordable housing.	<p>Ordinance: 10-11 Adopted: 7/21/11 City of Pensacola Comprehensive Plan Transportation Element Sections T-1.4.5, T-3.1.2, T-3.2.7, and T-3.2.8, Right sizing, complete streets, and special planned development process</p> <p>Resolution No. 29-12 Complete Street Design Concept</p>	<p>The special planned development process provides a means for a developer to present modifications for street design.</p> <p>Pensacola City Council adopted Resolution 29-12 in support of the complete street design concept.</p>
(i) The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.	<p>Affordable Housing Impact Review Policy Adopted: 9/22/94</p>	The review process is in place. Review comments and information are provided by planning staff with input, as needed, by local housing and community development staff for consideration by policy makers.
(j) The preparation of a printed inventory of locally owned public lands suitable for affordable housing.	<p>City Council Adopted List: 7/08 City Owned Property Presentation: 8/9/2016</p>	<p>An updated list of City owned properties was presented to the AHAC on August 9, 2016.</p> <p>In January 2017, City Council established the Housing Initiatives Fund which was established to receive specified funds to support existing and future adopted City of Pensacola Housing Division programs. The fund is supported from</p>

		the proceeds of the sale of city-owned properties. Currently, the funds are being used to support a homebuyer incentive program.
(k) The support of development near transportation hubs and major employment centers and mixed-use developments.	<p>Ordinance: 10-11 Adopted: 7/21/11 City of Pensacola Comprehensive Plan Housing Element Sections H-3.1.4 and H-5.1.1, Support mixed income and mixed use development H-5.1.4 Supports development near transit and access to employment centers.</p> <p>City of Pensacola Comprehensive Plan Transportation Element Section T-2.1.5, Access to transit</p>	Development regulations support and encourage the location of affordable housing, including a priority for mixed use/mixed income, housing near transit stops/interchanges, employment/education centers.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00152

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

WRITE-OFF OF OFFSHORE INLAND MARINE & OILFIELD SERVICES ACCOUNTS RECEIVABLE

RECOMMENDATION:

That City Council authorize the write-off of \$363,000 in previously abated payables owed by Offshore Inland Marine & Oilfield Services (OIMO).

HEARING REQUIRED: No Hearing Required

SUMMARY:

On March 27, 2017, City Council approved an amendment to the Warehouse #1 Lease Agreement which provided for a payment plan addressing outstanding amounts owed by OIMO to the City. The approval of the Warehouse #1 lease amendment established a formal payment plan of OIMO's current outstanding balance of \$269,247 at 12% interest and provided authorization for the resolution of the \$363,000 outstanding amount as it relates to Grant invoices. As part of that agreement, the collection of \$363,000 of the total outstanding amount was held in abeyance during construction of a \$2 million overhead crane facility in the north ½ of Port Warehouse #1 because as part of that project, Offshore Inland had procured goods and services it reasonably believed would be reimbursable under the grant only to be advised later that those goods and services did not qualify for reimbursement. The abeyance was approved so that if any grant funds remained unexpended at the end of the crane project, the Port and OIMO could negotiate with the Florida Department of Transportation (FDOT) for reimbursement of all or a portion of OIMO's out-of-pocket expenses. For any of OIMO's expenses that were ultimately reimbursed, OIMO agreed to remit an equal amount to the City to pay down the remaining \$363,000 past due balance, with the expectation that any balance remaining thereafter would likely be forgiven.

Construction of the overhead crane facility was completed in January and the Port received its final payment of grant funds from the State in February. All of the available funds were used for the construction of the project and there were no funds remaining to negotiate repayment of any of OIMO's expenses. Additionally, OIMO has paid off its entire past-due balance, excepting the \$363,000 abeyance, and is current on all amounts owed to the Port.

To bring this matter to conclusion, it is being recommended that the \$363,000 abeyance amount remaining as an outstanding balance on OIMO's account with the Port be written-off.

PRIOR ACTION:

April 22, 2010 - Approval of Lease Agreement between City of Pensacola (Port) & Offshore Inland Marine & Oilfield Services

June 10, 2013 - Acceptance of \$2 million FDOT Economic Development grant for the Overhead Crane Facility

May 11, 2017 - Approval of Amendment #1 to the Lease Agreement, formalizing the \$363,000 abeyance and establishing a payment plan for the remaining past-due balance

November 9, 2017 - Approval of Amendment #2 to the Lease Agreement, amending and extending the repayment plan.

FUNDING:

N/A

FINANCIAL IMPACT:

The write-off of the \$363,000 in receivables will not have an impact on the FY 2019 operating revenues for the Port of Pensacola as the amount was recorded as a bad debt expense in FY 2016 and FY 2017.

CITY ATTORNEY REVIEW: Yes

3/21/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Richard Barker, Jr., Chief Financial Officer
Amy Miller, Port Director

ATTACHMENTS:

- 1) Accounts Receivable Customer Aging Detail Report

PRESENTATION: No

3/19/2019 4:49:47PM

CITY OF PENSACOLA

Customer: 004120

Name: OFFSHORE INLAND MARINE

Phone: (850) 912-6966

Document #	Date	Description	On Account/Credit	Current	30 - 59 days	60 - 89 days	90 - 119 days	Over 120 days
0129631	11/25/2015	DOCKAGE OLYMPIC BOA FILE 4142		0.00	0.00	0.00	0.00	3,926.71
0129743	12/15/2015	DOCKAGE SAMPSON FILE 4140		0.00	0.00	0.00	0.00	18,076.54
0129746	12/15/2015	STORAGE SAMPSON STINGER NOVE		0.00	0.00	0.00	0.00	9,000.00
0129752	12/15/2015	WATER USAGE HYDRANT GOLIATH		0.00	0.00	0.00	0.00	349.83
0129952	1/15/2016	STORAGE SAMPSON STINGER DEC		0.00	0.00	0.00	0.00	9,000.00
0129961	1/15/2016	DOCKAGE SEVEN OCEANS FILE 4139		0.00	0.00	0.00	0.00	26,214.81
0129964	1/15/2016	DOCKAGE OLYMPIC BOA FILE 4150		0.00	0.00	0.00	0.00	6,434.21
0129965	1/15/2016	DOCKAGE BIBBY SAPPHIRE FILE 4148		0.00	0.00	0.00	0.00	3,946.58
0129993	1/15/2016	DOCKAGE KATHRYN DEVAL FILE 415		0.00	0.00	0.00	0.00	1,013.98
0129995	1/15/2016	DOCKAGE SAMPSON FILE 4154		0.00	0.00	0.00	0.00	8,118.52
0130115	1/25/2016	DOCKAGE MYSTIQUE FILE 4153		0.00	0.00	0.00	0.00	4,126.41
0130160	1/25/2016	DOCKAGE SAPPHIRE FILE 4155		0.00	0.00	0.00	0.00	10,508.05
0130074	1/25/2016	DOCKAGE GOLIATH DEC FILE 4136D		0.00	0.00	0.00	0.00	40,300.33
0130212	2/15/2016	STORAGE SAMPSON STINGER JAN		0.00	0.00	0.00	0.00	3,000.00
0130445	2/25/2016	DOCKAGE HARVEY RAIN FILE 4160		0.00	0.00	0.00	0.00	834.16
0130447	2/25/2016	DOCKAGE BIBBY SAPPHIRE FILE 4162		0.00	0.00	0.00	0.00	1,788.63
0130448	2/25/2016	DOCKAGE HOS MYSTIQUE FILE 4163		0.00	0.00	0.00	0.00	1,608.80
0130449	2/25/2016	DOCKAGE JAN GOLIATH FILE 4136E		0.00	0.00	0.00	0.00	39,780.75
0130450	2/25/2016	DOCKAGE FEB GOLIATH FILE 4136F		0.00	0.00	0.00	0.00	29,291.08
0130641	3/15/2016	DOCKAGE EARL DEVAL FILE 4164		0.00	0.00	0.00	0.00	1,272.20
0130643	3/15/2016	DOCKAGE MYSTIQUE FILE 4167		0.00	0.00	0.00	0.00	2,867.61
0130742	3/15/2016	DOCKAGE REM INSTALLER FILE 4168		0.00	0.00	0.00	0.00	8,442.31
0130743	3/15/2016	DOCKAGE SKANDI 7 FILE 4162		0.00	0.00	0.00	0.00	16,808.28
0130883	4/15/2016	DOCKAGE GOLIATH FILE 4165		0.00	0.00	0.00	0.00	58,139.47
0130884	4/15/2016	DOCKAGE B. SAPPHIRE FILE 4166		0.00	0.00	0.00	0.00	24,835.06
0131156	4/25/2016	DOCKAGE KATHRYN DEVAL FILE 417		0.00	0.00	0.00	0.00	1,013.98
0131225	5/2/2016	DOCKAGE BIBBY SAPPHIRE FILE 4171		0.00	0.00	0.00	0.00	21,916.15
0131314	5/15/2016	DOCKAGE BIBBY SAPPHIRE FILE 4176		0.00	0.00	0.00	0.00	6,473.84
0131415	5/25/2016	DOCKAGE BIBBY SAPPHIRE FILE 4180		0.00	0.00	0.00	0.00	3,911.71
0141446	1/25/2019	SHOREPOWER USAGE JANUARY		11,823.77	0.00	0.00	0.00	0.00
0141839	2/25/2019	SHOREPOWER USAGE FEBRUARY		11,575.83	0.00	0.00	0.00	0.00
0141956	3/15/2019	DOCK BLUE ORIGIN FILE 4335 FEB 19		23,041.26	0.00	0.00	0.00	0.00
0142149	3/25/2019	RENT WH 1 APRIL		9,655.49	0.00	0.00	0.00	0.00
0142150	3/25/2019	RENT OFFICE-PARKING APRIL		158.36	0.00	0.00	0.00	0.00

Over 120 days

3/19/2019 4:49:47PM

CITY OF PENSACOLA

Customer Totals	419,254.71	0.00	56,254.71	0.00	0.00	0.00	363,000.00
------------------------	------------	------	-----------	------	------	------	------------

Customer: 005754

Name: OFFSHORE FLEXIBLE PIPE LLC

Phone: (713) 239-0931

Document #	Date	Description	On Account/Credit	Current	30 - 59 days	60 - 89 days	90 - 119 days	Over 120 days
0141980	3/15/2019	STORAGE WH 8 FEBRUARY		630.00	0.00	0.00	0.00	0.00
0141981	3/15/2019	STORAGE WH 8 FEBRUARY		3,775.00	0.00	0.00	0.00	0.00
Customer Totals			4,405.00	0.00	4,405.00	0.00	0.00	0.00

	On Account/Credit	Current	30 - 59 days	60 - 89 days	90 - 119 days	Over 120 days
Grand Totals	423,659.71	0.00	60,659.71	0.00	0.00	363,000.00



Memorandum

File #: 19-00155

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

APPROVAL OF INTERLOCAL AGREEMENT WITH ECRC (EMERALD COAST REGIONAL COUNCIL) AND ESCAMBIA COUNTY FOR WEST CERVANTES STREET CORRIDOR TRAFFIC FEASIBILITY STUDY

RECOMMENDATION:

That City Council authorize the Mayor to take all necessary action to execute an Interlocal Agreement (ILA) with ECRC and Escambia County relating to cost sharing for the West Cervantes Street Corridor Traffic Feasibility Study.

HEARING REQUIRED: No Hearing Required

SUMMARY:

On December 14, 2016, the Florida-Alabama TPO adopted the West Cervantes Street Corridor Management Plan. The Plan identified short-term and long-term strategies to improve traffic flow and safety for all modes of travel along the corridor. The long-term strategies provided for a “road diet” with two options: (1) reduce the existing four-lane facility to a two-lane facility; or (2) rebalance the lanes by decreasing the width of the travel lanes and adding landscaped medians.

On July 13, 2017, the Pensacola City Council adopted Resolution No. 17-29 supporting the short-term and long-term recommendations within the West Cervantes Corridor Management Plan and the progression of the project through all phases by FDOT for design and roadway improvements. The County adopted a similar Resolution.

On May 29, 2018, the County and City entered into an ILA to contribute proportionate funding to the Florida Department of Transportation (FDOT) for the completion of a Traffic Feasibility Study (TFS) for the West Cervantes Street corridor from Dominquez Street to “A” Street.

Due to limited resources post-Hurricane Michael, FDOT was unsuccessful in programming the locally-funded TFS in the current year work-plan. At the TPO’s December 12, 2018 meeting, FDOT staff recommended that the County and City allow the TPO’s general planning consultant to perform the study. The City of Pensacola and Escambia County mutually supported the FDOT recommendation to retain the TPO’s general planning

consultant to perform the West Cervantes Street Corridor TFS.

On February 13, 2019, the TPO approved TPO staff to coordinate with City and County staff to finalize a scope of services and enter into a contract with the TPO's general planning consultant for the West Cervantes Street Corridor Traffic Feasibility Study.

The short-term safety improvements are currently in a design phase by HDR, the ECRC's general planning consultant. Entering into the ILA using the same consultant tasked with the design of the short-term improvements will provide a succinct evaluation of the viability of the long-term strategy.

The City and the County portions are based upon the proportion of the corridor within each jurisdiction

PRIOR ACTION:

May 10, 2018 - City Council approved entering into ILA with Escambia County to fund the TFS through FDOT

FUNDING:

Budget:	\$ 80,000	Public Works
Actual:	\$ 78,395.52	Traffic Feasibility Study (64% of ILA contract fees)

FINANCIAL IMPACT:

Funds are available within the Public Works FY2019 budget for the City's portion of the Traffic Feasibility Study.

CITY ATTORNEY REVIEW: Yes

3/29/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Keith Wilkins, Assistant City Administrator
L. Derrik Owens, Director of Public Works & Facilities/City Engineer
Sherry H. Morris, Planning Services Administrator

ATTACHMENTS:

- 1) Interlocal Agreement with ECRC and Escambia County - West Cervantes Street Corridor Traffic Feasibility Study

PRESENTATION: No

TASK ORDER NO. 2019-02
INTERLOCAL AGREEMENT BETWEEN
FLORIDA-ALABAMA TRANSPORTATION PLANNING ORGANIZATION, CITY OF PENSACOLA, AND
ESCAMBIA COUNTY FOR THE WEST CERVANTES STREET TRAFFIC FEASIBILITY STUDY

I. BACKGROUND

The Emerald Coast Regional Council (ECRC) serves as staff to the Florida-Alabama Transportation Planning Organization (TPO). On December 14, 2016, the TPO adopted the West Cervantes Street Corridor Management Plan. Thereafter, Escambia County (County) and the City of Pensacola (City) adopted resolutions in support of the CMP and directed their respective staff to coordinate on the implementation of short-term and long-term corridor improvements. On May 29, 2018, the County and City entered into an interlocal agreement to contribute proportionate funding to the Florida Department of Transportation (FDOT) for the completion of a traffic feasibility study for the West Cervantes Street corridor from Dominquez Street to "A" Street.

Due to limited resources, FDOT was unsuccessful in programming the traffic feasibility study in the current or tentative Five-Year Work Program. At the TPO's December 12, 2018 meeting, FDOT staff recommended that the County and City allow the TPO's general planning consultant to perform the study. On January 10, 2019, the Escambia County Board of County Commissioners approved a resolution supporting the FDOT's recommendation to retain the TPO's general planning consultant to perform the West Cervantes Street Corridor Traffic Feasibility Study. On February 13, 2019, the TPO approved TPO staff to coordinate with City and County staff to finalize a scope of services and enter into a contract with the TPO's general planning consultant for the West Cervantes Street Corridor Traffic Feasibility Study.

II. TASKS AND DELIVERABLES

The full descriptions of all tasks and deliverables are included in the Scope of Services as a separate attachment.

Scope Element	Tasks	Payment Amount Due
1: Project Administration	Project management and reporting	\$6,885
2: Traffic Analysis Methodology	Develop methodology for coordination and approval by ECRC	\$6,939
3: Existing Conditions	Traffic data collection Existing conditions analysis Crash analysis	\$12,129
4: Future Conditions	Develop Growth Rate Provide analysis for No Build (without lane elimination) and Build (lane elimination)	\$22,490

	Review capacity of adjacent corridors and street network	
5: Documentation	Prepare Traffic Feasibility Report Prepare for and attend TPO and Committee Meetings (up to 6) Prepare material for presentation	\$35,390
Subconsultant (Florida Transportation Engineering, Inc.)	Traffic counts	\$5,966
Admin	ECRC Staff contract oversight	\$7,694
Sub-Total		\$97,493
	Contingency	\$25,000
Total		\$122,493

III. SCHEDULE

Project is anticipated to be completed no later than nine (9) months from the issuance of the Notice to Proceed letter issued by the ECRC to General Planning Consultant (GPC), HDR, Engineering.

IV. COMPENSATION

This is a fixed-rate, flat fee contract billable monthly by percentage of work completed, with total agreement amount of \$122,493. The City and County agree to pay \$78,395.52 and \$44,097.48, respectively, to the ECRC for work performed by the ECRC and the GPC team. The determination of the payment levels per agency is based off corridor percentage for each agency (City 64% and County 36%). The ECRC will provide a copy of the monthly invoices to both the City and County for review and approval prior to payments are rendered. The invoice will include a status report of work performed for that month. Invoices will be submitted electronically for review and approval for processing to:

Ryan Novota
City of Pensacola
PO Box 12910
Pensacola, Florida 32521
Phone: 850-436-5533
Email: rnovota@cityofpensacola.com

David Forte
Escambia County
3363 West Park Place
Pensacola, FL 32505
Phone: 850-595-3404
Email: dvforte@myescambia.com

Within thirty (30) days of the execution of this Interlocal Agreement between the TPO, City, and County, the City and County shall remit to ECRC the sum of \$78,395.52 and \$44,097.48, respectively. Upon completion of the Project, any remaining residual funds shall be distributed between the City and County on a pro rata basis with 64% of the funds returned to the City and 36% of the funds returned to the County.

V. AMENDMENT

Amendments of this Agreement may be initiated by the City, County, or the Florida-Alabama TPO. Amendments shall be formally approved by the City and County in written form and shall be incorporated as part of the Agreement.

VI. TERMINATION

Either party may withdraw from said Agreement after presenting in written form a notice of intent to withdraw to the other party, at least thirty (30) days prior to the intended date of withdrawal, provided financial obligations continue as to work performed up to and including date of withdrawal and unavoidable expenses after that date.

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement Task Order on behalf of the undersigned officials as duly authorized.

ATTEST:

FLORIDA-ALABAMA TRANSPORTATION
PLANNING ORGANIZATION

Austin Mount, Executive Director
Emerald Coast Regional Council (staff to
the TPO)

ATTEST:

CITY OF PENSACOLA

Andy Terhaar, City Council President

ATTEST: Pam Childers
Clerk of the Circuit Court

ESCAMBIA COUNTY

Deputy Clerk
(SEAL)

Lumon J. May, Chairman



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00160

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

PENSACOLA ENERGY - UTILITY EASEMENT FOR CITY OF GULF BREEZE

RECOMMENDATION:

That the City Council authorize the Mayor to execute the Perpetual Utility Easement Agreement for the City of Gulf Breeze to allow them to place utilities near the intersection of 17th Avenue and Highway 98. Further, that City Council authorize the Mayor to take all actions necessary to execute the agreement.

HEARING REQUIRED: No Hearing Required

SUMMARY:

Due to the 17th Avenue Roundabout Design Build Project, the City of Gulf Breeze is required to relocate an 8" natural gas main that ties into the Pensacola Energy station on Heinberg Street. The project footprint leaves inadequate space within the right-of-way to relocate utilities. This easement will allow for the additional space for the City of Gulf Breeze to install a polyethylene 8" natural gas main along the eastern side of U.S. Highway 98 and a portion of 17th Avenue. The area designated and approved for the ECUA easement by the Pensacola City Council on February 14, 2019 is also sufficient for the Gulf Breeze gas main.

PRIOR ACTION:

February 14, 2019 - City Council authorized the Mayor to execute the Perpetual Utility Easement agreement with Emerald Coast Utilities Authority to allow them to place utilities near the intersection of 17th Avenue and Highway 98.

FUNDING:

N/A

FINANCIAL IMPACT:

None

CITY ATTORNEY REVIEW: Yes

3/21/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Don J. Suarez, Pensacola Energy Director

ATTACHMENTS:

- 1) Perpetual Easement Agreement for City of Gulf Breeze
- 2) Survey Map

PRESENTATION: No

This document was prepared by:
Mary Jane Bass
Beggs & Lane RLLP
501 Commendencia Street
Pensacola, Florida 32502
(850) 432-2451

**STATE OF FLORIDA
COUNTY OF ESCAMBIA**

PERPETUAL UTILITY EASEMENT

THIS PERPEUAL UTILITY EASEMENT is made this ____ day of _____, 2019, by the City of Pensacola, a municipality chartered in the State of Florida, whose address is 222 West Main Street, Pensacola, Florida 32502 (Grantor), and the City of Gulf Breeze, Florida, a municipality chartered in the State of Florida, whose address is 1070 Shoreline Drive, Gulf Breeze, Florida 32561 (Grantee).

WITNESSETH:

WHEREAS Grantor owns real property located near the intersection of 17th Avenue and Highway 98 ("Grantor's Property"); and

WHEREAS Grantee currently maintains utility lines within the right-of-way in this area; and

WHEREAS the Florida Department of Transportation ("FDOT") is currently constructing additional roadway improvements at this intersection; and

WHEREAS FDOT's planned improvements require the relocation of Grantee's utility lines; and

WHEREAS Grantee proposes to construct and maintain utility lines over, across, and upon Grantor's Property; and

WHEREAS Grantor desires to provide Grantee with a perpetual utility easement requested by Grantee to construct and maintain its utility lines;

NOW, THEREFORE, in consideration of one dollar (\$1.00) and other good and valuable consideration, Grantor does hereby grant, bargain, convey, transfer, and deliver to Grantee, a perpetual utility easement over the real property described below for the purposes of constructing and maintaining water and wastewater facilities and related utility lines, together with the right of ingress and egress over and across the easement area and the right to excavate, construct and maintain the water and wastewater facilities and related utility lines:

See attached Exhibit A

Grantor also does hereby grant, bargain, convey, transfer, and deliver to Grantee the right to clear, keep clear, and remove from the easement area, all trees, undergrowth and other obstructions that may interfere with the location, excavation, operation or maintenance of the easement area or

any structures installed thereon by Grantee. Grantor further agrees that Grantee's right to remove trees, undergrowth, and other obstructions extends five (5) feet on all of Grantor's property contiguous to the easement area;

Grantor, its successors and assigns, agrees not to build, construct or create or permit others to build, construct or create any building or other structure in the easement area that may interfere with the location, excavation, operation or maintenance of the water and wastewater facilities or related utility lines. Easily removable improvements, such as fences, may be constructed with the prior written consent of Grantee.

In the event of any discrepancy between the actual location of the improvements and the legal description of the easement area, the actual location of improvements shall control to the extent of such discrepancy and the legal description shall be deemed to have been modified and the Grantor for itself, its successors and assigns, agrees to execute such corrective instruments as may be reasonably required by Grantee.

IN WITNESS WHEREOF, Grantor has set its hand and seal on the date first above written.

Signed, sealed and delivered
in the presence of:

GRANTOR:

CITY OF PENSACOLA

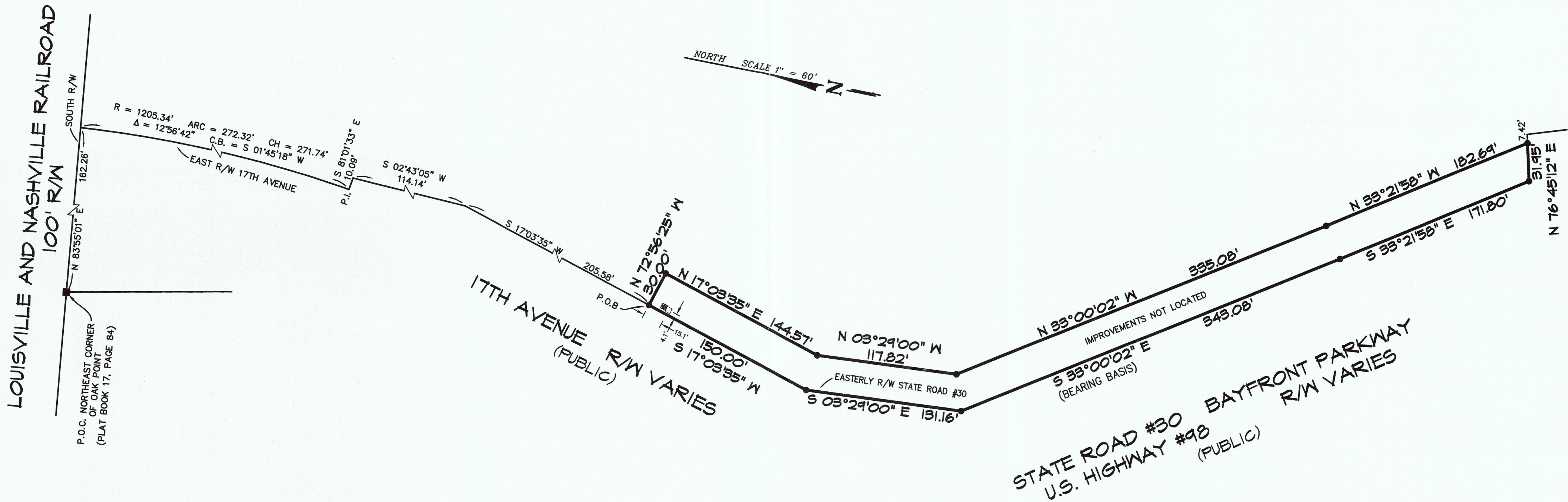
Print Name:

By: _____
Grover C. Robinson, IV
Mayor

Print Name:

Attest:

City Clerk



- LEGEND:**
- R/W Right of way
 - P.O.B. Point of beginning
 - P.O.C. Point of commencement
 - P.T. Point of tangency
 - P.I. Point of intersection
 - R Radius
 - CH Chord distance
 - C.B. Chord bearing
 - Δ Delta angle
 - 1/2" Capped iron rod set #7073
 - 4"x4" Concrete monument found #7073
 - Water meter
 - ⊗ Sprinkler control valve

- SURVEYOR'S NOTES:**
- Subject to setbacks, easements and restrictions of record.
 - This survey is subject to any facts that may be disclosed by a full and accurate title search. No title work performed by this firm.
 - This survey does not reflect or determine ownership.
 - This drawing only reflects setback lines, which appear on the recorded plat. This property may also be subject to setback lines mandated by zoning ordinances and/or restrictive covenants of record.
 - Sub-surface improvements, if any, not located.
 - Improvements not located.

LEGAL DESCRIPTION:

Commence at the northeast corner of Oak Point, as recorded in Plat Book 17, page 84 of the public records of Escambia County, Florida, said point being on the west right of way line of 17th Avenue (R/W varies) and the south right of way line of Louisville and Nashville Railroad (100' R/W); thence North 83 degrees 55'01" East along said south right of way line for a distance of 162.26 feet to the east right of way line of said 17th Avenue, as shown on Florida Department of Transportation Map, Section #48006-2501, said point being on a circular curve concave to the northwest, having a radius of 1205.34 feet, and delta angle of 12 degrees 56'42"; thence Southwesterly (this course and the next four courses along said east right of way line) for an arc distance of 272.32 feet (chord bearing of South 01 degrees 45'18" West, chord distance of 271.74 feet); thence South 81 degrees 01'33" East for a distance of 10.09 feet; thence South 02 degrees 43'05" West for a distance of 114.14 feet; thence South 17 degrees 03'35" West for a distance of 205.58 feet for the point of beginning.

Thence continue South 17 degrees 03'35" West for a distance of 150.00 feet to the easterly right of way line of State Road #30 (Bayfront Parkway, R/W varies) as shown on Florida Department of Transportation Map, Section #48100-2501; thence South 03 degrees 29'00" East (this course and the next three courses along said easterly right of way line) for a distance of 131.16 feet; thence South 33 degrees 00'02" East for a distance of 343.08 feet; thence South 33 degrees 21'58" East for a distance of 171.80 feet; thence North 76 degrees 45'12" East for a distance of 31.95 feet; thence North 33 degrees 21'58" West for a distance of 182.69 feet; thence North 33 degrees 00'02" West for a distance of 335.08 feet; thence North 03 degrees 29'00" West for a distance of 117.82 feet; thence North 17 degrees 03'35" East for a distance of 144.57 feet; thence North 12 degrees 56'25" West for a distance of 30.00 feet to the point of beginning.

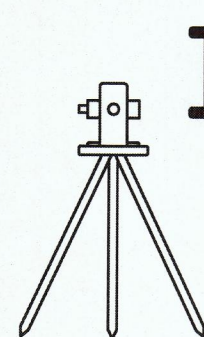
All lying and being in Section 8, Township 2 South, Range 29 West, Waterfront Tract, City of Pensacola, Escambia County, Florida. Containing 0.54 acres, more or less.

A BOUNDARY SURVEY AND LEGAL DESCRIPTION

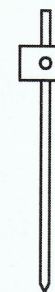
Measurements made in accordance with United States Standards.

Bearing Reference NORTH BASED ON THE EASTERLY R/W
 STATE ROAD #30 AS S 33°00'02" E (D.O.T. R/W MAP)
 Ordered By MR. ANDRE CALAMINUS
 Elevation Reference _____
 Encroachments: _____

Source of information PUBLIC RECORDS; CITY ATLAS #43;
D.O.T. R/W MAPS SR 30, SECTION 48100-2501 & BAYFRONT
PKWY, SECTION 48006-2501; RECORDED PLAT: OAK POINT
(P.B.17, P. 84); SURVEYS BY THIS FIRM



PITTMAN, GLAZE AND ASSOCIATES, INC.
LAND SURVEYORS
 5700 N. DAVIS HIGHWAY, SUITE 3
 PENSACOLA, FL 32503
 Phone: (850) 434-6666 Fax: (850) 434-6661
 Email: pgasurvey@bellsouth.net



I hereby certify that this survey was made under my responsible charge and meets the Standards of Practice as set forth by the Florida Board of Professional Surveyors & Mappers in Chapter 5J-17.050, 5J-17.051 and 5J-17.052, pursuant to Section 472.027 Florida Statutes.

LB No. 7073

David D. Glaze
☐ PSM #5605

Walter J. Glaze
☒ PSM #6190

This survey is valid only if it contains the original seal and original signature of the signing surveyor.

NOT VALID WITHOUT SEAL AND SIGNATURE

SHEET 1

OF 1

File No. E-4693
 Job No. 38064-18
 Scale 1" = 60'
 Date of Survey 12-13-2018
 Date of Plat 12-17-2018
 Date of Revision 1-2-2019
 FB 1665 PG 3
 Drawn by PMJ
 Checked By WJG 31



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00165

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

AWARD OF BID #19-014 PENSACOLA INTERNATIONAL AIRPORT ECONOMY LOT 1 EXPANSION PROJECT

RECOMMENDATION:

That City Council award Bid #19-014 Pensacola International Airport Economy Lot 1 Expansion Project to Panhandle Grading & Paving, Inc., the lowest and most responsible bidder with a base bid of \$1,105,801.20 plus a 10% contingency in the amount of \$110,580.12 for a total amount of \$1,216,381.32. Further that City Council authorize the Mayor to execute the contract and take all actions necessary to complete the project.

HEARING REQUIRED: No Hearing Required

SUMMARY:

The continued strong growth in passenger traffic over the last three years is creating a demand for additional public parking facilities at the main terminal. The Airport currently has roughly 2800 spaces available for the general public spread among four parking areas. Airport Staff worked with City Engineering to design a 260 stall expansion to Economy Lot 1. This project will help meet the immediate short-term parking needs while a longer-term garage expansion project is developed.

PRIOR ACTION:

N/A

FUNDING:

Budget: \$ 1,216,900.00

Actual:	\$ 1,105,801.20	Base Bid
	110,580.12	10% Contingency
	420.00	Permits
	<u>\$ 1,216,801.32</u>	

FINANCIAL IMPACT:

The Fiscal Year 2019 Budget was adopted prior to the completion of the Airport Master Plan. Addressing the parking issue has become the highest priority from the Master Plan, therefore, some of the capital improvement projects approved in the Fiscal Year 2019 Budget will be delayed and will be funded in later budgets, based on the priority of needs set by the Master Plan. The funds appropriated for those projects will be shifted to the Economy Lot 1 Expansion Project.

CITY ATTORNEY REVIEW: Yes

3/27/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Daniel E. Flynn, Airport Director

ATTACHMENTS:

- 1) Tabulation of Bids
- 2) Final Vendor Reference List

PRESENTATION: No

TABULATION OF BIDS

BID NO: 19-014

TITLE: PENSACOLA INTERNATIONAL AIRPORT - ECONOMY LOT #1 - PARKING LOT EXPANSION PROJECT

OPENING DATE: March 14, 2019	PANHANDLE	GULF ATLANTIC	CHAUVERS	J. MILLER	ROADS, INC.
OPENING TIME: 2:30 P.M.	GRADING &	CONSTRUCTORS,	CONSTRUCTION,	CONSTRUCTION,	OF NWF
	PAVING, INC.	INC.	INC.	INC.	
DEPARTMENT: Airport/Engineering	Pensacola, FL	Pensacola, FL	Pensacola, FL	Pensacola, FL	Cantonment, FL

Base Bid	\$1,105,801.20	\$1,145,363.50	\$1,124,880.00	\$1,162,963.25	\$1,710,260.00
Alternate 1	\$11,440.55	\$10,450.00	\$14,000.00	\$12,000.00	\$15,000.00
Alternate 2	\$238,700.00	\$217,500.00	\$240,000.00	\$238,700.00	\$272,000.00
Alternate 3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Base Bid + Alt. 1 and Alt. 2	\$1,355,941.75	\$1,373,313.50	\$1,378,880.00	\$1,413,663.25	\$1,997,260.00
M/WBE Participation	17.5%	100%	14.7%	13.3%	0%
Attended Prebid	Yes	Yes	Yes	Yes	Yes

FINAL VENDOR REFERENCE LIST
PENSACOLA INTERNATIONAL AIRPORT - ECONOMY LOT #1 - PARKING LOT EXPANSION PROJECT
AIRPORT

Vendor	Name	Address	City	St	Zip Code	SMWBE
004632	A E NEW JR INC	460 VAN PELT LANE	PENSACOLA	FL	32505	
067544	AFFORDABLE CONCRETE & CONSTRUCTION LLC	4089 E JOHNSON AVE	PENSACOLA	FL	32515	Y
044957	ALL SEASONS CONSTRUCTION LLC	6161 BLUE ANGEL PARKWAY	PENSACOLA	FL	32526	
068495	ANDALA ENTERPRISES INC	641 BAYOU BOULEVARD	PENSACOLA	FL	32503	
069786	BEAR GENERAL CONTRACTORS LLC	2803 E CERVANTES ST STE C	PENSACOLA	FL	32503	
036997	BELLVIEW SITE CONTRACTORS INC	3300 GODWIN LANE	PENSACOLA	FL	32526	Y
073772	BIGGS CONSTRUCTION COMPANY INC	PO BOX 1552	PENSACOLA	FL	32591	Y
070527	BLOWERS, BENJAMIN DBA INNOVIS USA LLC	5540 LEESWAY BLVD	PENSACOLA	FL	32504	
067318	BLUE WATER CONSTRUCTION & LANDSCAPING INC	8863 N EIGHT MILE CREEK ROAD	PENSACOLA	FL	32534	Y
022856	BROWN CONSTRUCTION OF NW FL INC	10200 COVE AVE	PENSACOLA	FL	32534	Y
042045	CHIVERS CONSTRUCTION INC	1795 WEST DETROIT BLVD	PENSACOLA	FL	32534	Y
049653	CHRISTOPHER C BARGAINEER CONCRETE CONSTRUCTION INC	6550 BUD JOHNSON ROAD	PENSACOLA	FL	32505	Y
045454	COASTLINE STRIPING INC	8840 FOWLER AVENUE	PENSACOLA	FL	32534	
071766	CONSTRUCTION MANAGEMENT ADVISORS LLC	4547 LASSASSIER	PENSACOLA	FL	32504	
036146	CRONIN CONSTRUCTION INC	99 S ALCANIZ ST SUITE A	PENSACOLA	FL	32502	Y
070475	CRUZ, SHAWN C DBA COASTAL PROPERTY PREPARATION LLC	5700 ALMAX COURT	PENSACOLA	FL	32506	
033554	D K E MARINE SERVICES	P O BOX 2395	PENSACOLA	FL	32513	Y
007055	DAVIS MARINE CONSTRUCTION INC	8160 ASHLAND AVENUE	PENSACOLA	FL	32534	Y
065871	ECSC LLC	8400 LITTLE JOHN JUNCTION	NAVARRE	FL	32566	Y
072705	EVAN CHASE CONSTRUCTION INC	2991 SOUTH HIGHWAY 29	CANTONMENT	FL	32533	Y
032038	EVANS CONTRACTING INC	400 NEAL ROAD	CANTONMENT	FL	32533	
050495	GB GREEN CONSTRUCTION MANAGEMENT & CONSULTING INC	303 MAN'O'WAR CIRCLE	CANTONMENT	FL	32533	Y
053862	GFD CONSTRUCTION INC	8771 ASHLAND AVE	PENSACOLA	FL	32514	
058714	GREG ALLEN CONSTRUCTION INC	5006 PERSIMMON HOLLOW ROAD	MILTON	FL	32583	Y
000591	GULF ATLANTIC CONSTRUCTORS INC	650 WEST OAKFIELD RD	PENSACOLA	FL	32503	Y
044100	GULF BEACH CONSTRUCTION	1308 UPLAND CREST COURT	GULF BREEZE	FL	32563	Y
074827	GULF COAST MINORITY CHAMBER OF COMMERCE INC	321 N DEVILLERS ST STE 104	PENSACOLA	FL	32501	
069565	GULF COAST INDUSTRIAL CONSTRUCTION LLC	12196 HWY 89	JAY	FL	32565	Y
017352	GULF COAST TRAFFIC ENGINEERS	8203 KIPLING STREET	PENSACOLA	FL	32514	
036662	H H H CONSTRUCTION OF NWF INC	8190 BELLE PINES LANE	PENSACOLA	FL	32526	
070385	HANTO & CLARKE GENERAL CONTRACTORS LLC	1401 EAST BELMONT STREET	PENSACOLA	FL	32501	
076116	HARRIS CONTRACTING SERVICES	132 COURTAULDS AVE	SARALAND	AL	36571	
001597	HEATON BROTHERS CONSTRUCTION CO INC	5805 SAUFLEY FIELD ROAD	PENSACOLA	FL	32526	
056716	HOWELL, KENNETH C, JR DBA KEN JR CONSTRUCTION LLC	1102 WEBSTER DRIVE	PENSACOLA	FL	32505	
022978	INGRAM SIGNALIZATION INC	4522 N DAVIS HWY	PENSACOLA	FL	32503	Y
049240	J MILLER CONSTRUCTION INC	201 SOUTH "F" STREET	PENSACOLA	FL	32501	Y
053163	J2 ENGINEERING INC	2101 WEST GARDEN STREET	PENSACOLA	FL	32502	
071564	JOSEPH BRIDGES DBA JOE'S LINE UP	222 EHRMANN ST	PENSACOLA	FL	32507	
043857	KBI CONSTRUCTION CO INC	9214 WARING RD	PENSACOLA	FL	32534	
068161	LEA, DOUGLAS C DBA L&L CONSTRUCTION SERVICES LLC	9655 SOUTH TRACE ROAD	MILTON	FL	32583	Y
052456	MEI LING DAVIS LLC	PO BOX 18155	PENSACOLA	FL	32523	
053467	MIDSOUTH PAVING INC	PO BOX 198495	ATLANTA	GA	30384	

FINAL VENDOR REFERENCE LIST
PENSACOLA INTERNATIONAL AIRPORT - ECONOMY LOT #1 - PARKING LOT EXPANSION PROJECT
AIRPORT

Vendor	Name	Address	City	St	Zip Code	SMWBE
074355	GANNETT MHC MEDIA INC DBA PENSACOLA NEWS JOURNAL	2 NORTH PALAFOX ST	PENSACOLA	FL	32502	
016210	NORD, STEVE DBA SEA HORSE GENERAL CONTRACTORS INC	4238 GULF BREEZE PKWY	GULF BREEZE	FL	32563	Y
051747	PAEDAE PROPERTIES INC	5104 NORTH W STREET	PENSACOLA	FL	32505	
002720	PANHANDLE GRADING & PAVING INC	P O BOX 3717	PENSACOLA	FL	32516	
030951	PAV'R CONSTRUCTION INC	P O BOX1293	GULF BREEZE	FL	32562	
003956	PENSACOLA CONCRETE CONSTRUCTION CO INC	P O BOX 2787	PENSACOLA	FL	32513	
060344	PENSACOLA BAY AREA CHAMBER OF COMMERCE DBA GREATER PENSACOLA CHAMBER	117 W GARDEN ST	PENSACOLA	FL	32502	
055028	PERDIDO GRADING & PAVING	PO BOX 3333	PENSACOLA	FL	32516	Y
073174	PERRITT, CHRIS LLC	5340 BRIGHT MEADOWS ROAD	MILTON	FL	32570	Y
064219	POE, JAMIN DBA P3 CONSTRUCTION & ENERGY SOLUTIONS LLC	321 N DEVILLIERS ST STE 208	PENSACOLA	FL	32501	
066152	PRINCIPLE PROPERTIES INC	3773 HIGHWAY 87 S	NAVARRE BEACH	FL	32566	Y
051133	PUGH, KEVIN D DBA KEVIN D PUGH SITE & DOZER WORKS LLC	5731 STEWART ROAD	WALNUT HILL	FL	32568	Y
018305	R D WARD CONSTRUCTION CO INC	15 EAST HERMAN STREET	PENSACOLA	FL	32505	
049671	RADFORD & NIX CONSTRUCTION LLC	7014 PINE FOREST ROAD	PENSACOLA	FL	32526	Y
001681	RANDALL, HENRY DBA RANDALL CONSTRUCTION	1045 S FAIRFIELD DRIVE	PENSACOLA	FL	32506	
031881	ROADS INC OF NWF	106 STONE BLVD	CANTONMENT	FL	32533	
017634	ROBERSON EXCAVATION INC	6013 SOUTHRIDGE ROAD	MILTON	FL	32570	Y
055499	ROCKWELL CORPORATION	3309 LINGER COURT	PENSACOLA	FL	32526	Y
065450	SITE AND UTILITY LLC	PO BOX 30136	PENSACOLA	FL	32503	Y
068159	SOUTHERN DRILL SUPPLY INC	1822 BLACKBIRD LANE	PENSACOLA	FL	32534	
011457	SOUTHERN UTILITY CO INC	P O BOX 2055	PENSACOLA	FL	32513	Y
028060	THE GREEN SIMMONS COMPANY INC	3407 NORTH W STREET	PENSACOLA	FL	32505	Y
067875	TIERRA	1300 WEST MAIN STREET	PENSACOLA	FL	32501	
002482	UTILITY SERVICE COMPANY INC	4326 GULF BREEZE PARKWAY	GULF BREEZE	FL	32563	
030317	W P R INC	4175 BRIARGLEN RD	MILTON	FL	32583	Y
032732	WALLER, DONALD DBA NORTHCOAST CONTAINER INC	2325 MID PINE CIRCLE	PENSACOLA	FL	32514	
030448	WARRINGTON UTILITY & EXCAVATING INC	8401 UNTREINER AVE	PENSACOLA	FL	32534	Y
044856	WOLFE CONSTRUCTION	40 W NINE MILE ROAD #2 SUITE 212	PENSACOLA	FL	32534	Y
069212	YERKES SOUTH INC	634 LAKEWOOD RD	PENSACOLA	FL	32507	Y

Vendors: 71



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00153

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

AWARD OF CONTRACT FOR INVITATION TO BID (ITB) #19-011 COBB CENTER GYM EXTERIOR WINDOWS AND DOORS REPLACEMENT

RECOMMENDATION:

That City Council award a contract to A.E. New Jr., Inc. for ITB #19-011 Cobb Center Gym Exterior Windows and Doors Replacement for \$113,000 base bid, \$5,600 additive alternate #1, and \$7,700 additive alternate #2, plus a 15% contingency of \$18,945, for a total amount of \$145,245.

HEARING REQUIRED: No Hearing Required

SUMMARY:

On February 15, 2019 the City issued an invitation to bid on the Cobb Center Gym Exterior Windows and Doors Replacement project. The project will consist of removing and replacing all of the high windows in the gym, removing and replacing two existing doors, removing and replacing four plexi-glass windows, painting the interior gym block walls, removing and replacing the mechanical room doors, and replacing the flooring in the computer lab and large meeting rooms. Two firms responded to the ITB - A.E. New Jr., and Vision Construction Ent., Inc.. A.E. New Jr., Inc was the lowest responsible bid.

The base bid of \$113,000 includes all permits, labor, material, and tools to remove and replace all of the high gym windows, remove, replace, and paint the two current wood doors with metal doors and frames, remove and replace four plexi-glass windows, and paint the interior gym block walls. Alternate #1 of \$5,600 includes removing and replacing the existing metal doors on the exterior mechanical room. Alternate #2 of \$7,700 includes replacing the carpet with tile in the computer lab and large meeting rooms.

PRIOR ACTION:

September 19, 2018 - City Council adopted Resolution No. 18-40 approving the Fiscal Year 2019 Budget, which included LOST funds in the amount of \$150,000 for the Cobb Center.

FUNDING:

Budget:	\$150,000	LOST IV - Cobb Center
Actual:	\$113,000	Base bid
	5,600	Alternate #1
	7,700	Alternate #2
	<u>18,945</u>	15% Contingency
	<u>\$145,245</u>	Total Estimated Cost of Project

FINANCIAL IMPACT:

Funding in the amount of \$150,000 for the Cobb Center is available in the Local Option Sales Tax Fund.

CITY ATTORNEY REVIEW: Yes

3/21/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Brian Cooper, Parks and Recreation Director

ATTACHMENTS:

- 1) Tabulation of Bids
- 2) Final Vendor Reference List

PRESENTATION: No

TABULATION OF BIDS

BID NO: 19-011

TITLE: COBB CENTER GYM EXTERIOR WINDOWS AND DOORS REPLACEMENT

OPENING DATE: February 15, 2019 OPENING TIME: 2:30 P.M.	A.E. NEW, JR.	VISION CONSTRUCTION ENT., INC.
DEPARTMENT: Engineering	Pensacola, FL	Pensacola, FL
Base Bid	\$113,000.00	\$152,400.00
Additive Alternate #1	\$5,600.00	\$3,200.00
Additive Alternate #2	\$7,700.00	\$7,000.00
M/WBE Participation	7.2%	0%
Attended Prebid	Yes	Yes

FINAL VENDOR REFERENCE LIST
COBB CENTER GYM EXTERIOR WINDOWS AND DOORS REPLACEMENT
PARKS & RECREATION

Vendor	Name	Address	City	St	Zip Code	SMWBE
004632	A E NEW JR INC	460 VAN PELT LANE	PENSACOLA	FL	32505	
068969	ALEXANDER CARL SELMON DBA ACSIII	5443 BYRON ST APT C	MILTON	FL	32570	
000272	ALL SEASONS INC	89 E BLOUNT STREET	PENSACOLA	FL	32501	
068495	ANDALA ENTERPRISES INC	641 BAYOU BOULEVARD	PENSACOLA	FL	32503	
053457	BIRKSHIRE JOHNSTONE LLC	11 CLARINDA LANE	PENSACOLA	FL	32505	Y
070527	BLOWERS, BENJAMIN DBA INNOVIS USA LLC	5540 LEESWAY BLVD	PENSACOLA	FL	32504	
067318	BLUE WATER CONSTRUCTION & LANDSCAPING INC	2314 S HWY 97	CANTONMENT	FL	32533	Y
030844	BREEZE SOUTH	PO BOX 985	PENSACOLA	FL	32591	
041503	BROWN, AMOS P JR DBA P BROWN BUILDERS LLC	4231 CHERRY LAUREL DRIVE	PENSACOLA	FL	32504	Y
027092	CHAMPION CONTRACTORS INC	505 NORTH FERDON BLVD	CRESTVIEW	FL	32536	
042045	CHAVERS CONSTRUCTION INC	1795 WEST DETROIT BLVD	PENSACOLA	FL	32534	Y
044299	CLANTON, DAVID B DBA WEST HILL METALWORKS	118 N REUS STREET	PENSACOLA	FL	32502	
044873	COASTAL DOOR & WINDOW INC	450 HEINBERG ST	PENSACOLA	FL	32502-	
048039	CTG IMPROVEMENTS INC	5616 BALSAM STREET	MILTON	FL	32583-	
053576	D & D WELDING AND DESIGN INC	2715 NORTH W STREET	PENSACOLA	FL	32505	Y
000220	DOTHAN GLASS CO DBA PENSACOLA GLASS CO	P O BOX 18903	PENSACOLA	FL	32523-	
048528	EMPIRE BUILDERS GROUP INC	3217 TALLSHIP LANE	PENSACOLA	FL	32526	Y
028642	FOLKERS WINDOW COMPANY	5030 COMMERCE PARK CIRCLE	PENSACOLA	FL	32505	
056030	FOUR WINDS CONSTRUCTION LLC	4217 REGENCY DRIVE	PACE	FL	32571	
039109	FRANK KELLY INDUSTRIAL SALES	744 E BURGESS RD A105	PENSACOLA	FL	32504	Y
074355	GANNETT MHC MEDIA INC DBA PENSACOLA NEWS JOURNAL	2 NORTH PALAFOX ST	PENSACOLA	FL	32502	
062339	GQS ENTERPRISE LLC	833 HORSEMEN'S PATH	CANTONMENT	FL	32533	Y
073703	GRAND SERVICE COMPANY LLC	320 EDGEWATER DRIVE	PENSACOLA	FL	32507	Y
036482	GREGORY SUMMERLIN STEEL FAB INC	3190 LAKE SUZANNE	CANTONMENT	FL	32533	
063362	GULF COAST COMMERCL ENTERPRISE LLC	6901 RABURN ROAD	PENSACOLA	FL	32526	
074827	GULF COAST MINORITY CHAMBER OF COMMERCE INC	321 N DEVILLERS ST STE 104	PENSACOLA	FL	32501	
067525	HAUTE METALWORKS LLC	822 VALLEY RIDGE CIRCLE	PENSACOLA	FL	32514	
048858	HUMPHREYS BUILDING CONTRACTING CO INC	470 TURNBERRY ROAD	CANTONMENT	FL	32533	Y
045824	INVISIGUARD LLC	4459 GULF BREEZE PARKWAY	GULF BREEZE	FL	32563	
049240	J MILLER CONSTRUCTION INC	8900 WARING RD	PENSACOLA	FL	32534	Y
053163	J2 ENGINEERING INC	2101 WEST GARDEN STREET	PENSACOLA	FL	32502	
053484	JOHNSON CONSTRUCTION OF PENSACOLA INC	6310 WEST FAIRFIELD DRIVE	PENSACOLA	FL	32506	
053161	JONBUILT INC	PO BOX 5482	NAVARRE BEACH	FL	32566	
024819	KEENAN & SONS INC	3250 W FAIRFIELD DR	PENSACOLA	FL	32505	
050649	L A SYPERT JOHNSTON JR DBA LA BUILDERS LLC	8520 MERGER RD	PENSACOLA	FL	32514	Y
039556	LEE'S GLASS & WINDOW WORKS INC	1237 N PACE BLVD	PENSACOLA	FL	32505	
058801	M & H CONSTRUCTION SVCS INC	1161 W 9 1/2 MILE RD	PENSACOLA	FL	32534	Y
059406	MADRIL BUILDERS LLC	1965 STOUT ROAD	CANTONMENT	FL	32533	
057267	MCKNIGHT, CHARLES SEAN DBA SEAN MCKNIGHT & SONS PROFESSIONAL SERVICES LLC	4200 LANGLEY AVENUE	PENSACOLA	FL	32504	Y
040733	METALCRAFT OF PENSACOLA INC	4 E HANNAH ST	PENSACOLA	FL	32534	
057694	OSPREY CUSTOM WELDING INC	3310-B BARRANCAS AVENUE	PENSACOLA	FL	32507	
048058	PATTON, RANDAL DBA REAL PRO WELDING DBA RP WELDING	7325 COYTOBA DR.	NAVARRE BEACH	FL	32566	
060344	PENSACOLA BAY AREA CHAMBER OF COMMERCE DBA GREATER PENSACOLA CHAMBER	117 W GARDEN ST	PENSACOLA	FL	32502	

FINAL VENDOR REFERENCE LIST
COBB CENTER GYM EXTERIOR WINDOWS AND DOORS REPLACEMENT
PARKS & RECREATION

Vendor	Name	Address	City	St	Zip Code	SMWBE
073174	PERRITT, CHRIS LLC	5340 BRIGHT MEADOWS ROAD	MILTON	FL	32570	Y
064219	POE, JAMIN DBA P3 CONSTRUCTION & ENERGY SOLUTIONS LLC	321 N DEVILLIERS ST STE 208	PENSACOLA	FL	32501	
041366	PROFESSIONAL MECHANICAL TECHNOLOGIES INC	2190 EAST NINE MILE ROAD	PENSACOLA	FL	32514	
071623	REYCO CONTRACTING SOLUTIONS LLC	2172 W NINE MILE RD STE 198	PENSACOLA	FL	32534	Y
071620	ROBERT HEATH INTERIORS INC	5331 KENNETH ROAD	MILTON	FL	32583	
058816	SEASIDE MECHANICAL LLC	9211 FOWLER AVE	PENSACOLA	FL	32534	Y
057453	SOLARSAFE AND SECURE	5113 NORTH DAVIS HWY STE 9	PENSACOLA	FL	32503	
030316	SOUTHERN ALUMINUM & STEEL INC	7806 SEARS BOULEVARD	PENSACOLA	FL	32514	Y
000265	SPECIALTY CONTRACTORS INC	P O BOX 17146	PENSACOLA	FL	32522-	Y
075479	T BUNCH LLC	7384 COBB LANE	PENSACOLA	FL	32505	Y
052830	TACOMA CONSTRUCTION LLC DBA TARTAN CONSTRUCTION	4051 FLORIDATOWN RD	PACE	FL	32571	
027461	VISION CONSTRUCTION ENT INC	P O BOX 9604	PENSACOLA	FL	32513-	Y
047084	WADDELL HOMES INC	5876 NORTH BLUE ANGEL PARKWAY	PENSACOLA	FL	32526	
044856	WOLFE CONSTRUCTION	40 W NINE MILE ROAD #2 SUITE 212	PENSACOLA	FL	32534	Y
069460	WORC LLC	7528 REXFORD STREET	NAVARRE	FL	32566	

Vendors: 58



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00163

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: City Council President Andy Terhaar

SUBJECT:

PUBLIC HEARING - AMENDMENT TO SECTION 12-2-8 OF THE LAND DEVELOPMENT CODE - COMMERCIAL LAND USE DISTRICT - RECREATION OR AMUSEMENT PLACES OPERATED FOR PROFIT

RECOMMENDATION:

That City Council conduct the first of two (2) Public Hearings regarding an amendment to Section 12-2-8 of the Land Development Code - Commercial Land Use District.

HEARING REQUIRED: Public

SUMMARY:

Currently under Section 12-2-8 (B) - Commercial land use district, Permitted Uses, the following uses are included under C-2A and C-2 zoning districts:

Amusement machine complex (C-2A)

Bowling alleys, skating rinks, other recreation or amusement places operated for profit (C-2).

This amendment will allow for these uses within C-1 zoning under the title *Recreation or amusement places operated for profit*.

This item was reviewed by the Planning Board who unanimously recommended approval.

PRIOR ACTION:

March 12, 2019- Planning Board reviewed and recommended approval

FUNDING:

N/A

FINANCIAL IMPACT:

N/A

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

- 1) Sec. 12-2-8 - Commercial land use district
- 2) March 12, 2019 Planning Board Minutes

PRESENTATION: No

Sec. 12-2-8. - Commercial land use district.

The regulations in this section shall be applicable to the retail and downtown commercial and wholesale and light industry zoning districts: C-1, C-2A, C-2, R-C and C-3.

- (A) *Purpose of district.* The commercial land use district is established for the purpose of providing areas of commercial development ranging from compact shopping areas to limited industrial/high intensity commercial uses. Conventional residential use is allowed as well as residential uses on upper floors above ground floor commercial or office uses and in other types of mixed-use development. New development and redevelopment projects are strongly encouraged to follow the city's design standards and guidelines contained in section 12-2-82.

The C-1 zoning district's regulations are intended to provide for conveniently supplying the immediate needs of the community where the types of services rendered, and the commodities sold are those which are needed frequently. The C-1 zoning district is intended to provide a transitional buffer between mixed-use neighborhood commercial areas and more intense commercial zoning. The downtown and retail commercial (C-2A and C-2) zoning districts' regulations are intended to provide for major commercial areas intended primarily for retail sales and service establishments oriented to a general community and/or regional market. The C-3 wholesale and light industry zoning district's regulations are intended to provide for general commercial services, wholesale distribution, storage and light fabrication.

The downtown retail commercial (C-2A) zoning district's regulations are intended to provide a mix of restaurants, retail sales, entertainment, and service establishments with an emphasis on pedestrian-oriented ground floor shops and market spaces.

The commercial retail (C-2) zoning district's regulations are intended to provide for major commercial areas intended primarily for retail sales and service establishments oriented to a general community and/or regional market.

The C-3 wholesale and light industry zoning district's regulations are intended to provide for general commercial services, wholesale distribution, storage and light fabrication.

- (B) *Uses permitted.*

- (1) *C-1, retail commercial zoning district.* Any use permitted in the R-NC district and the following uses, with no outside storage or repair work permitted:
 - (a) Retail sales and services.
 - (b) Motels/hotels.
 - (c) Vending machine when as accessory to a business establishment and located on the same parcel of land as the business.
 - (d) Car washes.
 - (e) Movie theaters, except drive-in theaters.
 - (f) Open air sales of trees, plants and shrubs. The business shall include a permanent sales or office building (including restrooms) on the site.
 - (g) Pet shops with all uses inside the principal building.
 - (h) Parking lots and parking garages.
 - (i) Pest extermination services.
 - (j) Animal hospitals and veterinary clinics with fully enclosed kennels and no outside runs or exercise areas.
 - (k) Business schools.
 - (l) Trade schools.

- (m) Medical marijuana dispensary.
 - (n) Recreation or amusement places operated for profit.
 - (o) Accessory buildings and uses customarily incidental to the above uses.
- (2) *C-2A, downtown retail commercial district.* Any use permitted in the C-1 district with the exception of manufactured home parks, and Conditional Uses. The following uses with no outside storage or repair work permitted:
- (a) Bars.
 - (b) Pool halls.
 - (c) Newspaper offices and printing firms.
 - (d) Marinas.
 - (e) Major public utility buildings and structures including radio and television broadcasting station.
 - ~~(f) Amusement machine complex.~~
 - (g) Accessory buildings and uses customarily incidental to the above uses.
- (3) *C-2, commercial district (retail).* Any use permitted in the C-2A district and the following uses with no outside storage or repair work permitted:
- (a) Cabinet shops and upholstery shops.
 - (b) Electric motor repair and rebuilding.
 - (c) Garages for the repair and overhauling of automobiles.
 - ~~(d) Bowling alleys.~~
 - ~~(e) Skating rinks.~~
 - ~~(f) Other recreation or amusement places operated for profit.~~
 - (g) Sign shop.
 - (h) Accessory buildings and uses customarily incidental to the above uses.
- (4) *C-3, commercial zoning district (wholesale and limited industry).*
- (a) Any use permitted in the C-2 district. Outside storage and work shall be permitted for those uses and the following uses but shall be screened by an opaque fence or wall at least eight (8) feet high at installation. Vegetation shall also be used as a screen and shall provide seventy-five (75) percent opacity. The vegetative screen shall be located on the exterior of the required fence.
 - (b) Outside kennels, runs or exercise areas for animals subject to regulations in section 12-2-54.
 - (c) Growing and wholesale of retail sales of trees, shrubs and plants.
 - (d) Bakeries, wholesale.
 - (e) Ice cream factories and dairies.
 - (f) Quick-freeze plants and frozen food lockers.
 - (g) Boat sales and repair.
 - (h) Outdoor theaters.
 - (i) Industrial Research laboratories and pharmaceutical companies

- (j) Truck sales and repair.
 - (k) Light metal fabrication and assembly.
 - (l) Contractors shops.
 - (m) Adult entertainment establishments subject to the requirements of chapter 7-3 of this Code.
 - (n) Industrial laundries and dry cleaners using combustible or flammable liquids or solvents with a flash point of one hundred ninety (190) degrees Fahrenheit or less which provide industrial type cleaning, including linen supply, rug and carpet cleaning, and diaper service.
 - (o) Retail lumber and building materials.
 - (p) Warehouses.
 - (q) Plumbing and electrical shops.
 - (r) New car and used car lots, including trucks which do not exceed five thousand (5,000) pounds.
 - (s) Car rental agencies and storage, including trucks which do not exceed five thousand (5,000) pounds.
 - (t) Pawnshops and secondhand stores.
 - (u) Mini-storage warehouses.
 - (v) Advanced manufacturing and/or processing operations provided that such use does not constitute a nuisance due to emission of dust, odor, gas, smoke, fumes, or noise.
 - (w) Accessory buildings and uses customarily incidental to the above uses.
- (C) *Regulations.* All developments are required to comply with design standards and are strongly encouraged to follow design guidelines as established in section 12-2-82.

TABLE 12-2.7
REGULATIONS FOR THE COMMERCIAL ZONING DISTRICTS

Standards	C-1	C-2A	R-C, C-2 and C-3
Minimum Yard Requirements (Minimum Building Setbacks)	<p>There shall be no yard requirements, except that where any nonresidential use is contiguous to a residential zoning district there shall be a twenty-foot (20') yard unless the two (2) districts are separated by a public street, body of water, or similar manmade or natural buffer of equal width.</p> <p>Inside the C-2A District and Dense Business Area: There shall be a maximum allowed front yard setback of 10'.</p>		
Maximum Building Height	No building shall exceed forty-five (45) feet in height at the property or setback lines.	No building shall exceed one hundred (100) feet in height at the property or setback lines. (See Note 1)	

	(See Note 1)		
Lot Coverage Requirements (The maximum combined area occupied by all principal and accessory buildings)	Shall not exceed seventy-five (75) percent of the total site area for buildings up to one hundred (100) feet in height. For buildings over one hundred (100) feet in height, lot coverage shall not exceed sixty-five (65) percent.	Shall not exceed one hundred (100) percent of the total site area for buildings up to one hundred (100) feet in height. For buildings over one hundred (100) in height, lot coverage shall not exceed ninety (90) percent.	<p>Inside the dense business area: shall not exceed one hundred (100) percent of the total site area for buildings up to one hundred (100) feet in height. For buildings over one hundred (100) feet in height, lot coverage shall not exceed ninety (90) percent (with the exception of the C-2A zoning district).</p> <p>Outside the dense business area: shall not exceed seventy-five (75) percent of the total site area for buildings up to one hundred (100) feet in height. For buildings over one hundred (100) feet in height, lot coverage shall not exceed sixty-five (65) percent.</p>
Maximum Density Multiple Family Dwellings	.35 dwelling units per acre.	135 dwelling units per acre.	<p>Inside the dense business area: One hundred thirty-five (135) dwelling units per acre.</p> <p>Outside the dense business area: Thirty-</p>

			five (35) dwelling units per acre.
--	--	--	---------------------------------------

Note 1: Three (3) feet may be added to the height of the building for each foot the building elevation is stair-stepped or recessed back from the property or setback lines beginning at the height permitted up to a maximum height of one hundred fifty (150) feet.

(D) Reserved.

(E) *Additional regulations.* In addition to the regulations established above in section 12-2-8(C), all developments within the commercial zoning districts will be subject to, and must comply with, the following regulations:

- Supplementary district regulations subject to regulations in sections 12-2-31 to 12-2-50.
- Off-street parking subject to regulations in Chapter 12-3.
- Signs subject to regulations in Chapter 12-4.
- Tree/landscape regulations subject to regulations in Chapter 12-6.
- Stormwater management and control of erosion, sedimentation and runoff subject to regulations in Chapter 12-9.
- Alcoholic beverages regulations subject to Chapter 7-4 of this Code.

(Ord. No. 25-92, § 1, 7-23-92; Ord. No. 6-93, § 6, 3-25-93; Ord. No. 29-93, § 6, 11-18-93; Ord. No. 3-94, § 4, 1-13-94; Ord. No. 44-94, § 1, 10-13-94; Ord. No. 33-95, § 2 (Exhibit 1), 8-10-95; Ord. No. 40-99, §§ 2, 3, 10-14-99; Ord. No. 17-06, § 1, 7-27-06; Ord. No. 11-09, § 1, 4-9-09; Ord. No. 13-12, § 1, 6-14-12; Ord. No. 12-13, § 1, 5-9-13; Ord. No. 40-13, § 1, 11-14-13; Ord. No. 01-16, § 1, 1-14-16; Ord. No. 06-17, § 1, 3-9-17)

PLANNING SERVICES

MINUTES OF THE PLANNING BOARD
March 12, 2019

MEMBERS PRESENT: Chairman Paul Ritz, Nathan Monk, Kurt Larson, Nina Campbell

MEMBERS ABSENT: Danny Grundhoefer, Ryan Wiggins, Laurie Murphy

STAFF PRESENT: Brandi Deese, Assistant Planning Services Administrator, Leslie Statler, Planner

OTHERS PRESENT: Dottie Dubuisson, Ron Helms

AGENDA:

- Quorum/Call to Order
- Approval of Meeting Minutes from February 12, 2019.
 - 1. **New Business: Amendment to LDC Section 12-2-8 Commercial Land Use District**
- Open Forum
- Adjournment

Call to Order / Quorum Present

Chairman Ritz called the meeting to order at 2:05 pm with a quorum present and explained the Board procedures to the audience.

Approval of Meeting Minutes

Mr. Larson made a motion to approve the February 12, 2019 minutes, seconded by Ms. Campbell, and it carried unanimously.

New Business

Consider Amendment to LDC Section 12-2-8 Commercial Land Use District

On February 14, 2019, City Council referred to this Board for review and recommendation an Amendment to Land Development Code Section 12-2-8 Commercial Land Use District. More specifically, this amendment would remove the use of "Recreation and Amusement operated for profit" from the list of permitted uses within the C-2 Zoning District and add it as a permitted use within the C-1 Zoning District. Currently, the Land Development Code permits Indoor Recreation such as Bowling Alleys, Skating Rinks, Arcades and the like, beginning in the C-2 Zoning District. This amendment would allow such uses to be permitted within the C-1 Zoning District.

Chairman Ritz observed that escape rooms were good fits for C-1 and supported the change in moving the recreational uses to C-1.

However, because bowling alleys and skating rinks tended to be metal buildings, they did not represent such deviation from the otherwise permitted uses in C-1 that they would represent something onerous on the citizens that would create an adverse aspect to this change; he supported the suggested change.

Ms. Deese added that the requested uses would ordinarily go within an existing building, however, there were design standards for new construction which would prohibit a building with a full metal façade, and the uses would be indoor. She advised the C-3 Zoning District is where outside storage/work begins to be permitted.

Mr. Monk asked why the move to C-1 and not allowing it in both, and Ms. Deese stated the zoning is accumulative, so if listed in C-1, it would automatically apply to all the zones above. She also advised this revision was sponsored by Council President Terhaar and was referred to this Board. Mr. Monk asked about the putt-putt golf in Cordova Mall, and Ms. Deese explained the mall was a development plan and a different situation; she referred to Sky Zone in the county and stated C-1 property is located near it and this use would not be permitted as it currently stands.

Ms. Dubuisson advised Belmont DeVilliers has its own zoning and wanted to make sure this use did not include outdoor theaters or men's clubs. Chairman Ritz pointed out that outdoor was not allowed until C-3, and adult entertainment was still not allowed until C-3. Ms. Dubuisson felt as long as it was interior activities only, this would be a normal progression. Ms. Deese stated the LDC lists the functions of C-1, C-2 and C-3 at the beginning of each district so there is no confusion.

Mr. Larson made a motion to approve, seconded by Ms. Campbell, and it carried unanimously.

Open Forum – Ms. Dubuisson thanked the Board for their work. She informed the Board that the A-Door project was now completely filled with second and third generation residents or former residents from Belmont-DeVilliers. For the purposes of providing housing, 35 families now live in this area. Chairman Ritz appreciated the positive feedback to the Board.

Mr. Larson asked about the term limits for the Boards in the new administration, and Ms. Deese stated the Transition Report was received by the Mayor, but she was unaware how it would be executed.

Mr. Helms advised the Transition Report was distributed to Council, and they would take that issue up with the Mayor and would be looking at all the recommendations, with the Mayor setting priorities on what was pursued first.

Adjournment – With no further business, Chairman Ritz adjourned the meeting at 2:21 pm.

Respectfully Submitted,



Brandi C. Deese
Secretary to the Board



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 2019-19

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-19 - PORT OF PENSACOLA

RECOMMENDATION:

That City Council adopt Supplemental Budget Resolution No. 2019-19

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019; PROVIDING AN EFFECTIVE DATE.

HEARING REQUIRED: No Hearing Required

SUMMARY:

Since preparation and adoption of the Fiscal Year 2019 Budget, the Port of Pensacola has realized a significant increase in activity levels primarily resultant from securing three (3) new customers (Pensacola Bay Oyster Company, New York Yacht Club's American Magic, and Blue Origin) whose activities were not considered in estimating Port Revenues during the budget planning process.

As a result of this increased activity, the Port is also seeing an increase in related expenses, most notably an estimated increase of \$115,000 in power consumption resultant from all three customers utilizing available shore power.

The supplemental budget resolution will identify the estimated increased revenues and appropriate the expenditure of those funds for the following purposes:

1. Utilities to offset increased power and water consumption.
2. Repairs & Maintenance to offset increased routing facility maintenance costs associated with the increased business activity levels.
3. Transportation and Training to allow a member of Port staff to participate in a planned State of Florida Mexico Trade Mission in support of and for the purpose of marketing the Port's weekly Mexico container liner service.
4. Unclassified establishing a contingency.

5. Decrease appropriated fund balance by \$93,264

The supplemental budget resolution includes a \$1 million transfer from the Local Option Sales Tax Fund to the Port Fund to provide funding for the Port's matching funds for a grant to reconstruct Berth 6 at the Port of Pensacola. The Fiscal Year 2018 Budget included \$1 million in the LOST IV Economic Development Initiatives project.

PRIOR ACTION:

November 8, 2018 - City Council adopted the Supplemental Budget Resolution No. 18-50, an unencumbered carryover resolution, appropriating \$1,000,000 in the Local Option Sales Tax Fund for the Economic Development Initiatives project for the Port Matching funds.

FUNDING:

N/A

FINANCIAL IMPACT:

Adoption of the supplemental budget resolution will eliminate the appropriated fund balance, increase estimated revenues, establish a contingency, increase appropriated expenses by an equal amount, and provide funding for the Port's required matching funds for the Berth 6 reconstruction, providing for a balanced budget

CITY ATTORNEY REVIEW: Yes

3/21/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Richard Barker, Jr., Chief Financial Officer
Amy Miller, Port Director

ATTACHMENTS:

- 1) Supplemental Budget Resolution No. 2019-19
- 2) Supplemental Budget Explanation No. 2019-19

PRESENTATION: No

**RESOLUTION
NO. 2019-19**

**A RESOLUTION
TO BE ENTITLED:**

**A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE
FISCAL YEAR ENDING SEPTEMBER 30, 2019; PROVIDING FOR AN EFFECTIVE DATE.**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA

SECTION 1. The following appropriations from funds on hand in the fund accounts stated below, not heretofore appropriated, and transfer from funds on hand in the various accounts and funds stated below, heretofore appropriated, be, and the same are hereby made, directed and approved to-wit:

A. LOCAL OPTION SALES TAX FUND		
To:	Transfer To Port Fund	1,000,000
As Reads:	Capital Outlay - Economic Development Initiatives	1,000,000
Amended		
To Read:	Capital Outlay - Economic Development Initiatives	0
B. PORT FUND		
To:	Transfer In From Local Option Sales Tax Fund	1,000,000
As Reads:	Storage	66,300
Amended		
To Read:	Storage	170,300
As Reads:	Dockage	471,700
Amended		
To Read:	Dockage	538,800
As Reads:	Rent	500,000
Amended		
To Read:	Rent	577,800
As Reads:	Lighting	16,000
Amended		
To Read:	Lighting	131,000
As Reads:	Operating Expenses	699,202
Amended		
To Read:	Operating Expenses	969,838
As Reads:	Capital Outlay	49,862
Amended		
To Read:	Capital Outlay	1,049,862

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest:

City Clerk

THE CITY OF PENSACOLA

APRIL 2019 - SUPPLEMENTAL BUDGET RESOLUTION - PORT OF PENSACOLA - RES NO. 2019-19

FUND	AMOUNT	DESCRIPTION
A. LOCAL OPTION SALES TAX		
Appropriations		
Capital Outlay	(1,000,000)	Decrease appropriation for Capital Outlay (Economic Development Initiatives)
Transfer to Port Fund	1,000,000	Appropriate funding for Transfer to Port Fund
Total Appropriations	<u>0</u>	
B. PORT FUND		
Estimated Revenues		
Storage	104,000	Increase estimated revenue from Storage
Dockage	67,100	Increase estimated revenue from Dockage
Rent	77,800	Increase estimated revenue from Rent
Lighting	115,000	Increase estimated revenue from Lighting
Transfer In From Local Option Sales Tax Fund	1,000,000	Appropriate estimated revenue from Transfer In From Local Option Sales Tax Fund
Total Revenues	<u>1,363,900</u>	
Fund Balance	<u>(93,264)</u>	Decrease appropriated fund balance
Total Estimated Revenues and Fund Balance	<u>1,270,636</u>	
Appropriations		
Operating Expenses	270,636	Increase appropriation for Operating Expenses
Capital Outlay	1,000,000	Increase appropriation for Capital Outlay - Berth 6 Reconstruction
Total Appropriations	<u>1,270,636</u>	



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00176

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: City Council President Andy Terhaar

SUBJECT:

APPOINTMENTS - PARKS AND RECREATION BOARD

RECOMMENDATION:

That City Council appoint to the Parks and Recreation Board one individual to fill an unexpired term ending 3/31/2020, one individual to fill an unexpired term ending 3/31/2021, and four (4) individuals to serve a term of three (3) years, expiring March 31, 2022.

HEARING REQUIRED: No Hearing Required

SUMMARY:

The Parks and Recreation Board shall advise and make recommendations to the City Council and shall advise the Mayor's office via the Director of Neighborhood Services on matters concerning the establishment, maintenance and operation of parks within the city. The board shall provide input on master plan updates and improvements, and policy development for the use of recreational facilities. Members of this board are not required to be residents of the City.

The following have been nominated or are incumbents that wish to be considered for reappointment:

Nominee: Nominated By:

Unexpired Term ending 3/31/2020

Leah Harrison	Moore
Ray Palmer	Hill

Unexpired Term ending 3/31/2021

Alejandra Escobar-Ryan	Moore
David Del Gallo	Hill

Three-year Term ending 3/31/2022

Antonio Bruni	Hill
David Del Gallo	Moore
Gabriela Garza	Moore

Miranda Sword	Incumbent
Ed Wonders	Incumbent

PRIOR ACTION:

City Council appoints members to this board on a biennial basis.

FUNDING:

Budget: N/A

Actual: N/A

FINANCIAL IMPACT:

None.

STAFF CONTACT:

Ericka L. Burnett, City Clerk

ATTACHMENTS:

- 1) Member List
- 2) Nomination Form - Antonio Bruni
- 3) Application of Interest - Antonio Bruni
- 4) Nomination Forms - David Del Gallo
- 5) Application of Interest - David Del Gallo
- 6) Nomination Form - Alejandra Escobar-Ryan
- 7) Application of Interest - Alejandra Escobar-Ryan
- 8) Nomination Form - Gabriela Garza
- 9) Application of Interest - Gabriela Garza
- 10) Nomination Form - Leah Harrison
- 11) Application of Interest - Leah Harrison
- 12) Nomination Form - Ray Palmer
- 13) Application of Interest - Ray Palmer
- 14) Application of Interest - Miranda Sword
- 15) Application of Interest - Ed Wonders
- 16) Ballots

PRESENTATION: No

Parks and Recreation Board

Name	Profession	Appointed By	No. of Terms	Year	Exp Date	First Appointed	Term Length	Comments
Epstein, Paul	Business Owner	Council	2	2019	3/31/2020	6/14/2012	3	
Forte, David V.	Urban Planner Esc County	Council	2	2019	3/31/2021	3/10/2011	3	
Hicks, Rand		Council	1	2019	3/31/2021	3/12/2015	3	
Mayo, David L.		Council	3	2019	3/31/2019	3/24/2005	3	
Sword, Maranda	Business owner	Council	0	2019	3/31/2019	1/15/2015	3	
VACANT, VACANT		Council	1	2019	3/31/2021	3/12/2015	3	
VACANT, VACANT		Council	0	2019	3/31/2020	4/13/2017	3	
Voeltz, Whitney (Mr.)	Teacher	Council	0	2019	3/31/2019	3/17/2016	3	
Wonders, Ed	Attorney	Council	0	2019	3/31/2019	3/17/2016	3	

Term Length: THREE YEAR TERMS

- Ord 18-12 Increased the number of members to nine (9) to ensure equal representation
- Ord. 06-10 - Amended name of board, number of members, terms and appointing body .

COMPOSED OF NINE (9) MEMBERS APPOINTED BY CITY COUNCIL. NO RESIDENCY OR QUALIFICATION REQUIREMENTS.

The Parks and Recreation Board shall advise and make recommendations to the city Council and shall advise the mayor's office via the Director of Neighborhood Services on matters concerning the establishment, maintenance and operation of parks with in the city. The board shall provide input on master plan updates and improvements, and policy development for the use of recreational facilities

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I, Ann Hill, do nominate Antonio Bruni
(Nominee)
5725 Adelyn Rd ³²⁵⁰⁴ 850 723-6163
(Home Address) (Phone)
501 Brent Lane ³²⁵⁰³ "
(Business Address) (Phone)
antonio-bruni@hotmail.com City Resident: ☒ YES NO
(Email Address) Property Owner within the City: ☒ YES NO

for appointment by the City Council for the position of:

MEMBER

PARKS & RECREATION BOARD

(Three-year term expiring 3/31/2022)

Provide a brief description of nominee's qualifications:

Antonio Bruni has children aged 3, 5 & 7 who actively use the
City parks. He is an active member of the community and has
a vested interest in making sure Pensacola's parks and
recreational leagues are of as high a quality as possible.
He would like to volunteer his time to help make that happen.

Ann Hill
City Council Member

I hereby certify that the above
nomination was submitted to my
office within the time limitations
prescribed by the Rules and
Procedures of Council.

Ericka L. Burnett
Ericka L. Burnett, City Clerk

Ericka Burnett

From: noreply@civicplus.com
Sent: Friday, February 1, 2019 1:42 PM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Antonio Bruni
Home Address	5725 Adelyn Rd Pensacola, FL 32504
Business Address	501 Brent Lane Pensacola. FL 32503
To which address do you prefer we send correspondence regarding this application?	Home
Preferred Contact Phone Number(s)	(850)723-6163
Email Address	antonio_bruni@hotmail.com
Upload Resume (optional)	Field not completed.

(Section Break)

Details

Are you a City resident?	Yes
If yes, which district?	1
If yes, how long have you been a City resident?	14 years
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	Parks & Recreation
Please list the reasons for your interest in this position:	I have children aged 3, 5, and 7 who actively use the City parks. I am an active member in the community and have a vested interest in making sure Pensacola's parks and recreational leagues are of as high a quality as possible. I would like to volunteer my time to help make that happen.
Do you currently serve on a board?	No
If yes, which board(s)?	<i>Field not completed.</i>
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	N/A

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Male
Race	Hispanic-American
Physically Disabled	No

(Section Break)

Acknowledgement of
Terms

I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I, Jared Moore, do nominate David Del Gallo
(Nominee)

(Home Address) (Phone)

PO Box 13452 850-432-4084
(Business Address) (Phone)

ddg@moretteco.com City Resident: ☒ YES NO
(Email Address) Property Owner within the City: ☒ YES NO

for appointment by the City Council for the position of:

MEMBER
PARKS & RECREATION BOARD
(Three-year term expiring 3/31/2022)

Provide a brief description of nominee's qualifications:

David is physically vested in our City parks, having personally volunteered time and expertise
constructing amenities in our City Park system through his work with neighborhood associations.
He is a long-time resident of the City of Pensacola.



City Council Member

I hereby certify that the above
nomination was submitted to my
office within the time limitations
prescribed by the Rules and
Procedures of Council.

Ericka L. Burnett, City Clerk

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I, Ann Hill, do nominate David Del Gallo
(Nominee)
PO Box 13452 850-393-1322
(Home Address) (Phone)
PO Box 13452 850-432-4084
(Business Address) (Phone)
ddg@moretenco.com City Resident: ☒ YES NO
(Email Address) Property Owner within the City: ☒ YES NO

for appointment by the City Council for the position of:

MEMBER

PARKS & RECREATION BOARD

(Unexpired term ending 3/31/2021)

Provide a brief description of nominee's qualifications:

David Del Gallo has lived in East Hill for 62 years. He was one of the three founding members of the East Hill Neighborhood Association 15 years ago and serves as that group's current president.

He physically built the gazebo that sits in the park at 12th and Gonzalez St. He has also worked with City staff on other park improvements in the East Hill parks. He would now like to work with the City and citizens on this board on ALL our parks.

Ann Hill
City Council Member

I hereby certify that the above nomination was submitted to my office within the time limitations prescribed by the Rules and Procedures of Council.

Ericka L. Burnett
Ericka L. Burnett, City Clerk

Ericka Burnett

From: noreply@civicplus.com
Sent: Wednesday, March 20, 2019 4:37 PM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	DAVID DEL GALLO
------	-----------------

Home Address	P.O.Box 13452
--------------	---------------

Business Address	<i>Field not completed.</i>
------------------	-----------------------------

To which address do you prefer we send correspondence regarding this application?	Business
---	----------

Preferred Contact Phone Number(s)	8504324084
-----------------------------------	------------

Email Address	ddg@moretteco.com
---------------	--

Upload Resume (optional)	<i>Field not completed.</i>
--------------------------	-----------------------------

(Section Break)

Details

Are you a City resident?	Yes
If yes, which district?	5
If yes, how long have you been a City resident?	Pensacola, 62 years
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	PARKS & RECREATION
Please list the reasons for your interest in this position:	I AM A EAST HILL BOARD MEMBER AND WE HAVE DONE A GOOD BIT OF WORK WITH THE CITY IN OUR PARKS AS JOINT EFFORTS. WANT TO CONTINUE...
Do you currently serve on a board?	Yes
If yes, which board(s)?	Zoning Board
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	No

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Male
Race	Caucasian
Physically Disabled	No

(Section Break)

Acknowledgement of Terms I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I, Jared Moore, do nominate Alejandra Escobar-Ryan
(Nominee)

2430 Connell Drive 614-282-2076
(Home Address) (Phone)

(Business Address) (Phone)

alejandraeryan@gmail.com City Resident: ☒ YES NO
(Email Address) Property Owner within the City: ☒ YES NO

for appointment by the City Council for the position of:

MEMBER

PARKS & RECREATION BOARD

(Unexpired term ending 3/31/2021)

Provide a brief description of nominee's qualifications:

Alejandra and her family are active in our community and regular patrons of the City of Pensacola
Park system. She brings a fresh perspective to our Board and is a proven team player.

Jared Moore

City Council Member

I hereby certify that the above
nomination was submitted to my
office within the time limitations
prescribed by the Rules and
Procedures of Council.

Ericka L. Burnett, City Clerk

Ericka Burnett

From: noreply@civicplus.com
Sent: Monday, March 25, 2019 11:58 AM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Alejandra Escobar-Ryan
------	------------------------

Home Address	2430 Connell Drive Pensacola, FL 32503
--------------	--

Business Address	418 W Garden St Suite 201 Pensacola, FL 32502
------------------	---

To which address do you prefer we send correspondence regarding this application?	Home
---	------

Preferred Contact Phone Number(s)	(614) 2822076
-----------------------------------	---------------

Email Address	alejandraeryan@gmail.com
---------------	--

Upload Resume (optional)	Alejandra Escobar-Ryan – Resume.pdf
--------------------------	---

(Section Break)

Details

Are you a City resident?	Yes
If yes, which district?	4
If yes, how long have you been a City resident?	Pensacola
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	Parks & Recreation
Please list the reasons for your interest in this position:	As an active community member and mother of two children, my family and I constantly enjoy the local parks and recreational programs offered by the city. My interest in participating in this board is to contribute to the vision of the city of Pensacola on how to build innovative parks and create quality programs that meet the needs of citizens.
Do you currently serve on a board?	No
If yes, which board(s)?	<i>Field not completed.</i>
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	N/A

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Female
Race	Hispanic-American
Physically Disabled	No

(Section Break)

Acknowledgement of
Terms

I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I, Jared Moore, do nominate Gabriela Garza
(Nominee)

705 E Strong St	850-377-5601
(Home Address)	(Phone)

(Business Address) (Phone)

Gabrielagz@hotmail.com
(Email Address)

City Resident: YES NO
Property Owner within the City: YES NO

for appointment by the City Council for the position of:

MEMBER

PARKS & RECREATION BOARD

(Three-year term expiring 3/31/2022)

Provide a brief description of nominee's qualifications:

Gabriela is a very active member of the community - specifically in the local running community.

As we make strides to ensure our parks are inclusive and adaptive, Gabriela provides an

invaluable perspective as the Mother of an inspiring young man who navigates some physical

challenges.

Jared More

City Council Member

I hereby certify that the above nomination was submitted to my office within the time limitations prescribed by the Rules and Procedures of Council.

Ericka L. Burnett, City Clerk

Ericka Burnett

From: noreply@civicplus.com
Sent: Saturday, March 23, 2019 10:24 PM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Gabriela Garza
Home Address	705 E Strong St Pensacola FL 32501
Business Address	<i>Field not completed.</i>
To which address do you prefer we send correspondence regarding this application?	Home
Preferred Contact Phone Number(s)	8503775601
Email Address	Gabrielagz@hotmail.com
Upload Resume (optional)	<i>Field not completed.</i>

(Section Break)

Details

Are you a City resident?	Yes
If yes, which district?	4
If yes, how long have you been a City resident?	1 year
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	I think that our community needs places for children and teenagers in particular to practice sports and focus their energy into positive activities while they exercise and keep healthy. So my main interest would be Parks and Recreation division.
Please list the reasons for your interest in this position:	I have been promoting running and walking in Pensacola for several years and I think this would be a perfect fit for me. Additionally I have a son that has special needs mainly to move around so my experience could help make all this places more accessible to people that have different abilities I also love being involved in all sort of community activities. I live here and I want a better world for my kids and the kids of all my neighbors.
Do you currently serve on a board?	Yes
If yes, which board(s)?	Pensacola Runners Association
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	N/A

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Female
Race	Hispanic-American
Physically Disabled	No
(Section Break)	
Acknowledgement of Terms	I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I, Jared Moore, do nominate Leah Harrison
(Nominee)
3560 Marjean Dr 850-324-4249
(Home Address) (Phone)
(Business Address) (Phone)
leharrison2@gmail.com City Resident: ☒ YES NO
(Email Address) Property Owner within the City: ☒ YES NO

for appointment by the City Council for the position of:

MEMBER
PARKS & RECREATION BOARD
(Unexpired term ending 3/31/2020)

Provide a brief description of nominee's qualifications:

Leah's work with local non-profits and charitable organizations demonstrates her experience
maximizing budgets with an eye on quality of life measures. As a mother of two elementary-aged
children, she frequents our park system. Leah and her husband Matt are also very active members
of our community - both civically and physically.



City Council Member

I hereby certify that the above
nomination was submitted to my
office within the time limitations
prescribed by the Rules and
Procedures of Council.

Ericka L. Burnett, City Clerk

Ericka Burnett

From: noreply@civicplus.com
Sent: Tuesday, March 19, 2019 8:30 AM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Leah Harrison
------	---------------

Home Address	3560 Marjean Drive Pensacola, FL 32504
--------------	--

Business Address	<i>Field not completed.</i>
------------------	-----------------------------

To which address do you prefer we send correspondence regarding this application?	Home
---	------

Preferred Contact Phone Number(s)	850-324-4249
-----------------------------------	--------------

Email Address	leharrison2@gmail.com
---------------	--

Upload Resume (optional)	<i>Field not completed.</i>
--------------------------	-----------------------------

(Section Break)

Details

Are you a City resident?	Yes
If yes, which district?	1
If yes, how long have you been a City resident?	5 years
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	Parks & Recreation
Please list the reasons for your interest in this position:	I grew up going to my hometown parks with my father who worked in parks and recreation, and saw firsthand at a young age the importance of the parks. Now as an adult, I take my own children to our local parks in Pensacola and believe all city residents need accessibility to facilities to play and interact.
Do you currently serve on a board?	No
If yes, which board(s)?	<i>Field not completed.</i>
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	N/A

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Female
Race	Caucasian
Physically Disabled	No

(Section Break)

Acknowledgement of
Terms

I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

CITY OF PENSACOLA, FLORIDA

NOMINATION FORM

I, Ann Hill, do nominate Ray Palmer
32504 (Nominee)
4323 Whiteleaf Court 850-434-2800
(Home Address) 32502 (Phone)
101 W. Main St "
(Business Address) (Phone)
rpalmerepensacolasports.org City Resident: ☒ YES NO
(Email Address) Property Owner within the City: ☒ YES NO

for appointment by the City Council for the position of:

**MEMBER
PARKS & RECREATION BOARD
(Unexpired term ending 3/31/2020)**

Provide a brief description of nominee's qualifications:

Parks and recreation facilities are an integral
part of Mr. Palmer's work as President
of Pensacola Sports.

Ann Hill
City Council Member

I hereby certify that the above
nomination was submitted to my
office within the time limitations
prescribed by the Rules and
Procedures of Council.

Ericka L. Burnett
Ericka L. Burnett, City Clerk

Ericka Burnett

From: noreply@civicplus.com
Sent: Friday, February 1, 2019 11:54 AM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Ray Palmer
------	------------

Home Address	4323 Whiteleaf Court Pensacola FL 32504
--------------	---

Business Address	101 W. Main Street Pensacola FL 32502
------------------	---------------------------------------

To which address do you prefer we send correspondence regarding this application?	Business
---	----------

Preferred Contact Phone Number(s)	850-434-2800
-----------------------------------	--------------

Email Address	rpalmer@pensacolasports.org
---------------	--

Upload Resume (optional)	Field not completed.
--------------------------	----------------------

(Section Break)

Details

Are you a City resident?	Yes
If yes, which district?	3
If yes, how long have you been a City resident?	35 years
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	Parks and Recreation
Please list the reasons for your interest in this position:	Parks and recreation facilities and activities are an integral part of my work as President of Pensacola Sports.
Do you currently serve on a board?	No
If yes, which board(s)?	<i>Field not completed.</i>
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	N/A

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Male
Race	Caucasian
Physically Disabled	No

(Section Break)

Acknowledgement of Terms I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

Ericka Burnett

From: noreply@civicplus.com
Sent: Thursday, March 14, 2019 10:51 PM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - Mayoral Appointment

Application for Boards, Authorities, and Commissions - Mayoral Appointment

This application will be utilized in considering you for appointment by the Mayor to various boards and advisory committees. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Maranda Valeria Sword
------	-----------------------

Home Address	1601 Maura Street Pensacola, Florida 32503
--------------	--

Business Address	<i>Field not completed.</i>
------------------	-----------------------------

To which address do you prefer we send correspondence regarding this application?	Home
---	------

Preferred Contact Phone Number(s)	850 438-0463 or 850 341-7122
-----------------------------------	------------------------------

Email Address	marandasword@att.net
---------------	--

Upload Resume (optional)	<i>Field not completed.</i>
--------------------------	-----------------------------

(Section Break)

Details

Are you a City resident?	Yes
If yes, which district?	3
If yes, how long have you been a City resident?	55 years
Do you own property within the City limits?	Yes
Are you a registered voter in the city?	Yes
Board(s) of interest:	parksand rec
Please list the reasons for your interest in this position:	I am currently serving on the park and rec board
Do you currently serve on a board?	Yes
If yes, which board(s)?	park and rec
Do you currently hold a public office?	No
If so, what office?	<i>Field not completed.</i>
Would you be willing to resign your current office for the appointment you now seek?	N/A
(Section Break)	
Diversity <i>In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.</i>	
Gender	Female
Race	African-American
Physically Disabled	No
(Section Break)	
Acknowledgement of Terms	I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

Ericka Burnett

From: noreply@civicplus.com
Sent: Wednesday, March 20, 2019 7:47 PM
To: Ericka Burnett; Robyn Tice
Subject: Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Ed Wonders
------	------------

Home Address	119 West Lloyd Street
--------------	-----------------------

Business Address	19 West Garden Street, Suite 300
------------------	----------------------------------

To which address do you prefer we send correspondence regarding this application?	Home
---	------

Preferred Contact Phone Number(s)	850-206-9826
-----------------------------------	--------------

Email Address	wonderse@bellsouth.net
---------------	--

Upload Resume (optional)	Field not completed.
--------------------------	----------------------

(Section Break)

Details

Are you a City resident?	Yes
--------------------------	-----

If yes, which district?	3
-------------------------	---

If yes, how long have you been a City resident?	Pensacola
---	-----------

Do you own property within the City limits?	Yes
---	-----

Are you a registered voter in the city?	Yes
---	-----

Board(s) of interest:	Parks and Rec
-----------------------	---------------

Please list the reasons for your interest in this position:	Currently serve on Park and Rec Board
---	---------------------------------------

Do you currently serve on a board?	Yes
------------------------------------	-----

If yes, which board(s)?	Parks and Rec, Downtown Rotary Club
-------------------------	-------------------------------------

Do you currently hold a public office?	No
--	----

If so, what office?	<i>Field not completed.</i>
---------------------	-----------------------------

Would you be willing to resign your current office for the appointment you now seek?	N/A
--	-----

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Male
--------	------

Race	Caucasian
------	-----------

Physically Disabled	No
---------------------	----

(Section Break)

Acknowledgement of Terms I accept these terms.

Email not displaying correctly? [View it in your browser.](#)

Ballot – Parks and Recreation Board
April 11, 2019
Unexpired term ending March 31, 2020

Member

_____ Leah Harrison

_____ Ray Palmer

Vote for One

Signed: _____
Council Member

Ballot – Parks and Recreation Board
April 11, 2019
Unexpired term ending March 31, 2021

Member

_____ Alejandra Escobar-Ryan

_____ David Del Gallo

Vote for One

Signed: _____
Council Member

Ballot – Parks and Recreation Board

April 11, 2019

Three (3) year term expiring March 31, 2022

Member

_____ Antonio Bruni
_____ David Del Gallo
_____ Gabriela Garza
_____ Miranda Sword
_____ Ed Wonders

Vote for Four

Signed: _____
Council Member



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 13-19

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: City Council Member Jewel Cannada-Wynn

SUBJECT:

PROPOSED ORDINANCE NO. 13-19 - AN ORDINANCE OF THE CITY OF PENSACOLA PROVIDING FOR THE APPOINTMENT OF AN EX OFFICIO MEMBER TO THE ESCAMBIA-PENSACOLA HUMAN RELATIONS COMMISSION

RECOMMENDATION:

That City Council approve Proposed Ordinance No. 13-19 on first reading.

AN ORDINANCE OF THE CITY OF PENSACOLA, FLORIDA PROVIDING FOR THE APPOINTMENT OF AN EX OFFICIO MEMBER OF THE CITY COUNCIL TO THE ESCAMBIA-PENSACOLA HUMAN RELATIONS COMMISSION, RESTRUCTURED BY ESCAMBIA COUNTY, FLORIDA BY THE ENACTMENT OF ORDINANCE 2019-13; SETTING FORTH THE COMPOSITION AND TERMS OF OFFICE; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE.

HEARING REQUIRED: No Hearing Required

SUMMARY:

The City Council and Escambia County Board of County Commissioners have agreed to terminate the Interlocal Agreement allowing for the Escambia-Pensacola Human Relations Commission. Through Escambia County Ordinance 2019-13, the Commission will be reorganized and re-established in 30 days.

As part of this reorganization, two (2) Ex Officio members will be appointed; one (1) County Commissioner appointed by the County Commission and one (1) City Council member appointed by the City Council. These Ex Officio positions will sunset in two (2) years.

As part of the requirements, it is necessary for the City Council to pass an ordinance authorizing the Council participation of the Ex Officio member.

PRIOR ACTION:

March 28, 2019 - City Council approved the cancellation of the current Interlocal Agreement

March 7, 2019 - Escambia County Board of County Commissioners passed Ordinance 2019-13

FUNDING:

N/A

FINANCIAL IMPACT:

None

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

- 1) Proposed Ordinance No. 13-19

PRESENTATION: No

PROPOSED
ORDINANCE NO. 13-19

ORDINANCE NO. _____

AN ORDINANCE
TO BE ENTITLED:

AN ORDINANCE OF THE CITY OF PENSACOLA, FLORIDA PROVIDING FOR THE APPOINTMENT OF AN EX OFFICIO MEMBER OF THE CITY COUNCIL TO THE ESCAMBIA-PENSACOLA HUMAN RELATIONS COMMISSION, RESTRUCTURED BY ESCAMBIA COUNTY, FLORIDA, BY THE ENACTMENT OF ORDINANCE 2019-13; SETTING FORTH THE COMPOSITION AND TERMS OF OFFICE; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the authority granted in § 163.01, Florida Statutes, Escambia County, Florida, and the City of Pensacola previously entered into an Interlocal Agreement creating the Escambia-Pensacola Human Relations Commission to serve both the incorporated and unincorporated areas of Escambia County; and

WHEREAS, effective April 1, 2019, the Agreement was terminated by the parties and operation of the Escambia-Pensacola Human Relations Commission suspended to allow for a restructuring of the organization; and

WHEREAS, the City of Pensacola recognizes and reaffirms the need for the Escambia-Pensacola Human Relations Commission to provide the community with local assistance to review and resolve employment and fair housing discrimination complaints and improve community relations for all persons in Escambia County, regardless of race, color, religion, national origin, sex, pregnancy, age, disability or handicap, familial status, or marital status; and

WHEREAS, the City of Pensacola agrees with the Escambia Board of County Commissioners that it is in the best interest of the citizens of Escambia County and the City of Pensacola to reestablish the Escambia-Pensacola Human Relations Commission allowing for, among other provisions, the appointment of a City Council member as an *ex officio* member to the Escambia-Pensacola Human Relations Commission for a period to be determined through an Interlocal Agreement; and

WHEREAS, the City Council acknowledges that the Escambia Board of County Commissioners has restructured the Escambia-Pensacola Human Relations Commission by Escambia County Ordinance No. 2019-13 (the "EPHRC Ordinance"); and

WHEREAS, the City Council and Escambia Board of County Commissioners intend to enter into an Interlocal Agreement to further effectuate the Escambia-Pensacola Human Relations Commission;

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA,
AS FOLLOWS:

SECTION 1. Findings; membership; terms of office:

- (1) The City Council hereby finds and determines that it is in the best interest of the City of Pensacola and its residents to participate in the membership of the Escambia-Pensacola Human Relations Commission for the purpose of providing the community with local assistance to review and resolve employment and fair housing discrimination complaints and improve community relations for all persons in the City of Pensacola regardless of race, color, religion, national origin, sex, pregnancy, age, disability or handicap, familial status, or marital status.
- (2) One (1) member of the City Council will be appointed by a majority vote of the existing membership of the City Council to perform *ex officio* functions of an additional office.
- (3) The term of this appointment will be for two (2) years as described in the EPHRC Ordinance.
- (4) The City Council shall appoint three (3) members to the Escambia-Pensacola Human Relations Commission for terms as described in the EPHRC Ordinance.

SECTION 2. If any word, phrase, clause, paragraph, section, or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provision or applications of the ordinance that can be given effect without the invalid or unconstitutional provisions or application, and to this end the provisions of this ordinance are declared severable.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4. This ordinance shall take effect on the fifth business day after adoption, unless otherwise provided, pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest:

City Clerk



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 11-19

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: City Council Member Jared Moore

SUBJECT:

PROPOSED ORDINANCE NO. 11-19 - AMENDING SECTION 7-9-17 OF THE CODE OF THE CITY OF PENSACOLA - RESTRICTED HOURS

RECOMMENDATION:

That City Council approve Proposed Ordinance No. 11-19 on first reading.

AN ORDINANCE AMENDING SECTION 7-9-17 OF THE CODE OF THE CITY OF PENSACOLA, FLORIDA, RESTRICTED HOURS; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; PROVIDING AN EFFECTIVE DATE.

HEARING REQUIRED: No Hearing Required

SUMMARY:

Within the City Code exists Title VII - Business Licenses & Regulations; Article II - House to House Soliciting & Canvassing; Section 7-9-17 - Restricted Hours.

Currently Section 7-9-17 states:

Soliciting and canvassing in residential areas in the City of Pensacola, Florida, between the hours of 9:00 p.m. and 8:00 a.m. of the following morning are hereby prohibited. This prohibition shall be enforced in accordance with the provisions of Section 1-1-8 of the Code of the City of Pensacola.

This amendment seeks to replace the 9:00 p.m. time with the following:

5:30 p.m. CST and 8:00 a.m. CST of the following morning are hereby prohibited. When daylight savings time is in effect, the prohibition against soliciting and canvassing in residential areas shall be between the hours of 7:00 p.m. CDT and 8:00 a.m. CDT.

PRIOR ACTION:

February 22, 1990 - Ordinance No. 14-90 adopted by City Council - An Ordinance repealing and replacing

96

Section 7-9-16 through 7-9-22 of the City Code.

FUNDING:

N/A

FINANCIAL IMPACT:

None

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

- 1) Proposed Ordinance No. 11-19

PRESENTATION: No

PROPOSED
ORDINANCE NO. 11-19

ORDINANCE NO.

AN ORDINANCE
TO BE ENTITLED:

AN ORDINANCE AMENDING SECTION 7-9-17 OF THE CODE OF
THE CITY OF PENSACOLA, FLORIDA, RESTRICTED HOURS;
PROVIDING FOR SEVERABILITY; REPEALING CLAUSE;
PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. Section 7-9-17 – Restricted Hours, of the Code of the City of Pensacola, Florida, is hereby amended to read as follows:

Sec. 7-9-17. - Restricted hours.

Soliciting and canvassing in residential areas in the City of Pensacola, Florida, between the hours of ~~9:00 p.m. - 5:30 p.m. CST~~ and 8:00 a.m. ~~CST~~ of the following morning are hereby prohibited. When daylight savings time is in effect, the prohibition against soliciting and canvassing in residential areas shall be between the hours of 7:00 p.m. CDT and 8:00 a.m. CDT. This prohibition shall be enforced in accordance with the provisions of Section 1-1-8 of the Code of the City of Pensacola, Florida.

SECTION 2. If any word, phrase, clause, paragraph, section or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provision or applications of the ordinance which can be given effect without the invalid or unconstitutional provisions or application, and to this end the provisions of this ordinance are declared severable.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4. This ordinance shall take effect on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest:

City Clerk



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00147

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

ESCAMBIA/PENSACOLA FY 2020-2022 STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM INTERLOCAL AGREEMENT WITH ESCAMBIA COUNTY

RECOMMENDATION:

That City Council approve the State Housing Initiatives Partnership (SHIP) program interlocal agreement with Escambia County providing for the joint implementation and administration of the Escambia/Pensacola SHIP program. Further, that City Council authorize the Mayor to execute all documents relating to the program's implementation and administration.

HEARING REQUIRED: No Hearing Required

SUMMARY:

The Sadowski Affordable Housing Act, as approved by the Legislature in 1992, was designed to provide a continuous funding source for the construction, rehabilitation, and/or preservation of affordable housing in Florida. The funds have been made available to each of the 67 counties and most municipalities in the State through the Florida Housing Finance Corporation (FHFC). With approval of the City Council and Board of County Commissioners, the City of Pensacola and Escambia County have jointly received funding and successfully administered the SHIP Program since 1993.

The funds are used to support housing strategies identified in the Local Housing Assistance Plan which is mutually adopted by both jurisdictions. The terms of the agreement shall run concurrent with the distribution of SHIP program funds which are allocated jointly to both jurisdictions and shall continue for the duration of the 2020-2022 Local Housing Assistance Plan.

The SHIP program activities shall be cooperatively implemented by the City through its, Housing Division, and by the County, through its Neighborhood Enterprise Division. Both jurisdictions cooperatively develop program strategies, policies, and procedures required to implement the program.

PRIOR ACTION:

April 14, 2016 - City Council approved Escambia/Pensacola State Housing Initiatives Partnership (SHIP)

99

Program Interlocal Agreement

FUNDING:

N/A

FINANCIAL IMPACT:

N/A

CITY ATTORNEY REVIEW: Yes

3/21/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Marcie Whitaker, Housing Administrator

ATTACHMENTS:

- 1) Interlocal Agreement between the Escambia County Board of County Commissioners and the City of Pensacola Relating to the State Housing Initiatives Partnership Program

PRESENTATION: No

**INTERLOCAL AGREEMENT BETWEEN THE ESCAMBIA COUNTY
BOARD OF COUNTY COMMISSIONERS AND THE CITY OF PENSACOLA
RELATING TO THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM**

THIS INTERLOCAL AGREEMENT is made and entered into by and between **ESCAMBIA COUNTY**, a political subdivision of the State of Florida, acting by and through its Board of County Commissioners (the "County"), and the **CITY OF PENSACOLA**, a municipal corporation created and existing under the laws of the State of Florida, acting by and through its City Council (the "City").

W I T N E S S E T H:

WHEREAS, the County and the City have legal authority to perform general government services within their respective jurisdiction; and

WHEREAS, the County and the City are authorized by §163.01, Florida Statutes, to enter into Interlocal Agreements and thereby cooperatively utilize their powers and resources in the most efficient manner possible; and

WHEREAS, the William E. Sadowski Affordable Housing Act (Chapter 92-317, Laws of Florida, incorporated herein by reference) created §§420.907-420.9079 Florida Statutes, the "State Housing Initiatives Partnership Program" ("SHIP") (CSFA #40.901), which authorizes funds in the Local Government Housing Trust Fund (the "Fund") to be distributed to approved counties and eligible municipalities within the county pursuant to an Interlocal Agreement; and

WHEREAS, Escambia County is an approved County and the City of Pensacola is an eligible municipality within the County; and

WHEREAS, the County and the City desire to jointly utilize SHIP allocations pursuant to this Agreement; and

WHEREAS, the County and the City have determined that SHIP Program funds can be more effectively and efficiently utilized and managed through an Interlocal Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1. The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated in this Agreement.
2. The County and the City do hereby agree that the SHIP Program funds which are to be distributed to the County and City as provided in §420.9073, Florida Statutes, shall be allocated jointly to the County and City for purposes identified in the mutually approved Escambia/Pensacola Local Housing Assistance Plan (LHAP). The implementation of SHIP Program activities shall be undertaken cooperatively by the County, through its Neighborhood Enterprise Division, and the City, through its Housing Division, in accordance with the Terms and Conditions provided in **Exhibit I**, attached hereto and incorporated herein.
3. Unless earlier terminated pursuant to other provisions of this Agreement, the term of this Agreement shall run concurrent with the distribution of SHIP Program funds which are allocated jointly to the County and the City and shall continue for the duration of the 2020-2022 LHAP.

4. The County and the City direct the Florida Housing Finance Corporation (the "Corporation") to distribute and allocate the SHIP Program funds in accordance with this Interlocal Agreement and authorize the Corporation to rely on the County's and the City's stated intent and their authority to execute this Agreement.

5. The SHIP Program funds so distributed will be deposited in a single depository trust fund account created and managed by Escambia County, which shall be administered by the Finance Division of the Office of the Clerk of the Circuit Court. This account shall be known as the Escambia-Pensacola Local Government Housing Trust Fund (hereinafter referred to as "Local Fund"), to which SHIP funds are distributed by the Corporation. The Corporation will be notified of any change in the Local Fund status and the parties agree to have such Local Fund audited annually as required by Chapter 420, Florida Statutes, and Rule 67-37, Florida Administrative Code. Since all distributions from the Local Fund shall be processed by Escambia County, the parties hereto agree that the Comprehensive Single Entity Audit of the accounts and records of the County with respect to SHIP revenues and expenditures shall constitute the audit for the Interlocal Entity as described in the SHIP Regulations. The parties hereto agree that the Local Fund may be allocated a pro-rata charge by the County based upon the cost of the independent audit.

6. During the term of this Agreement, neither party shall jeopardize the other party's right to receive its allocation from the Local Fund.

7. The parties to this Agreement have both adopted an Affordable Housing Incentive Plan and mutually understand that the relevant law requires the continuing monitoring and implementation of said Plan for the purpose of enhancing and providing affordable housing. Both parties agree to cooperate in ensuring that the requirements and spirit of applicable law are satisfied.

8. Neither party shall use any revenues distributed and allocated for purposes other than those authorized by §420.9072(7), Florida Statutes, or as stipulated in Florida Administrative Rule 67-37, Florida Administrative Code.

9. If at any time during the term of this Agreement, the County or the City believe that the intent of the parties as set forth herein is not being accomplished or that the terms of this Agreement are not fair, such entity may, upon providing ninety (90) days written notice, renegotiate the terms and provisions of this Agreement to be effective on the first day of the next fiscal year. If the parties are unable to renegotiate the terms and provisions of this Agreement prior to the commencement of the next fiscal year, this Agreement shall terminate and be of no further force or effect as to either party and the funds shall be allocated as provided by law.

10. If either party shall cease to be eligible for allocation and distribution of Local Government Housing Trust Fund monies, such party's allocation of the funds shall remain in the Local Fund to be used by the Corporation.

11. The parties to this Agreement shall cooperatively prepare and submit a single consolidated annual report incorporating all activities undertaken with SHIP funds in compliance with reporting provisions of Rule 67-37, Florida Administrative Code.

12. The parties acknowledge 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, as amended. In the event a party fails to abide by the provisions of Chapter 119, Florida Statutes, the other party may, without prejudice to any right or remedy and after giving that party, seven (7) days written notice, during which period the party fails to allow access to such documents, terminate this Agreement.

13. This Agreement shall be governed and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue, for any matter, which is the subject of this Agreement shall be in the County of Escambia.

14. This Agreement shall become effective, after being properly executed by the parties, when filed with the Office of the Clerk of the Circuit Court of Escambia County. The County shall be responsible for such filing.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the respective dates under each signature below.

ESCAMBIA COUNTY, a political subdivision
of the State of Florida,

By: _____
Lumon J. May, Chairman

Attest: Pam Childers
Clerk of the Circuit Court

BCC Approved: _____

Approved as to form and legal
sufficiency.

By: _____
Deputy Clerk

By: Kristin D. Hual, SACA

Date: 03-18-2019

(S E A L)

CITY OF PENSACOLA, a municipal corporation
chartered in the State of Florida

ATTEST:

By: _____
Grover C. Robinson, IV, Mayor

Ericka L. Burnett, City Clerk

(SEAL)

APPROVED AS TO CONTENT:

LEGAL IN FORM AND VALID
AS DRAWN:

Marcie Whitaker, Pensacola Housing

City Attorney

EXHIBIT I
TERMS AND CONDITIONS
SHIP PROGRAM IMPLEMENTATION

1. **AFFORDABLE HOUSING ADVISORY COMMITTEE:** The County and the City agree to jointly establish and staff the Affordable Housing Advisory Committee (AHAC) in accordance with the provisions of §420.907-9079, Florida Statutes. The City shall solicit and appoint a representative from the City of Pensacola Planning Board and a citizen who resides in the City of Pensacola. All other appointees to the AHAC shall be solicited by the County. The City Council may nominate appointees for the remaining representative positions through the County's solicitation process. All appointments will be jointly approved by the Board of County Commissioners and the City Council.

2. **MORTGAGE/LIEN RELEASES:** Requests for payoffs and mortgage/lien cancellations should be directed to the County if the property is located within the unincorporated areas of the County or to the City if the property is located within the City limits. The preparation of mortgage/lien cancellations shall be prepared by the local jurisdiction in which the property is located and signed by the chief elected official. Any funds to be returned to the SHIP program shall be deposited into the Local Fund. All program income shall be used in accordance with SHIP program guidelines.

3. **MONITORING:** The City will provide files to the County as requested and required for monitoring of the SHIP Program by County auditors and/or the Florida Housing Finance Corporation or its agents.

4. **ANNUAL REPORTS:** The County will serve as the primary agent for preparation and submission of online annual report to Florida Housing Finance Corporation. The City will provide supporting information as required for the County to complete the annual report.

5. **PROJECT SELECTION:** County and City staff will jointly identify projects for funding in accordance with the strategies presented in the Local Housing Assistance Plan. Projects will be solicited and awarded through the County's Purchasing Department with City representation on selection committees. Agreements will be presented to the County for approval.

6. **LOCAL GOVERNMENT VERIFICATION OF CONTRIBUTION:** If approved by Board action, the County Administrator will sign the Local Government Verification of Contribution forms certifying the commitment of local SHIP funds for applicants responding to Request for Applications through the Florida Housing Finance Corporation for housing development project financing.

7. **HOUSING STRATEGY ADMINISTRATION:**

a. The County and the City will administer the replacement housing and housing repair strategies for their respective jurisdictions. The City may choose to have the County reimburse for eligible SHIP expenses within the City limits or may directly pay the contractor provided that all County/LHAP requirements have been met.

b. The City will serve as primary administrator for the homebuyer program county-wide. Applications will be submitted to the City Housing Division and complete application packets will be submitted to the County for review and processing of checks for closing.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 2019-17

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

RESOLUTION NO. 2019-17 - APPROVING THE ESCAMBIA/PENSACOLA 2020-2022 STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM LOCAL HOUSING ASSISTANCE PLAN

RECOMMENDATION:

That City Council adopt Resolution No. 2019-17.

A RESOLUTION OF THE CITY OF PENSACOLA, FLORIDA, APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; PROVIDING FOR AN EFFECTIVE DATE.

HEARING REQUIRED: No Hearing Required

SUMMARY:

The City of Pensacola and Escambia County have jointly received funding and successfully administered the State Housing Initiatives Partnership (SHIP) program since 1993. In order to continue to receive SHIP funding for the upcoming three year period (July 1, 2019 - June 30, 2022) the participating jurisdictions must adopt by resolution the 2020-2022 Local Housing Assistance Plan (LHAP) and related supporting documents based on the requirements stipulated in Chapter 420 Florida Statutes, and Florida Housing Finance Corporation Administrative Rule 67-37 prior to May 2, 2019. On Tuesday, March 12, 2019, the Affordable Housing Advisory Committee voted to recommend to City Council and the Board of County Commissioners, respectively, the approval of the SHIP Local Housing Assistance Plan.

All SHIP funds are used to support affordable homeownership, rental rehabilitation or assistance, or rental development strategies with a minimum of 65% of the funds targeting homeownership. At Least 30% of the funds must benefit very low income families (at or below 50% of area median income), with an additional 30% benefiting low income families (at or below 80% of area median income). The strategies presented in the LHAP are available to assist low and moderate income families throughout Escambia County. The program is also the sole funding source used to meet the local cash match required by the U.S. Department of Housing and

105

Urban Development HOME Investment Partnerships Act program, which finances the substantial reconstruction of substandard owner occupied homes within the City.

PRIOR ACTION:

April 14, 2016 - City Council adopted Resolution 13-16 approving the State Housing Initiatives Partnership (SHIP) Program Local Housing Assistance Plan

FUNDING:

N/A

FINANCIAL IMPACT:

The City Council's adoption of the LHAP by resolution is required for the City of Pensacola to be eligible to receive SHIP funds from the Florida Housing Finance Corporation.

CITY ATTORNEY REVIEW: Yes

3/21/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Marcie Whitaker, Housing Administrator

ATTACHMENTS:

- 1) Resolution No. 2019-17
- 2) Escambia County/City of Pensacola 2020-2022 SHIP Local Housing Assistance Plan (LHAP)

PRESENTATION: No

**RESOLUTION
NO. 2019-17**

**A RESOLUTION
TO BE ENTITLED:**

**A RESOLUTION OF THE CITY OF PENSACOLA, FLORIDA,
APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS
REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP
PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA
STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE
CODE; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three- year Local Housing Assistance Plan outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act, and the methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

WHEREAS, as required by *section 420.9075 F.S.*, it is found that five percent (5%) of the local housing distribution plus five percent (5%) of program income is insufficient to adequately pay the necessary costs of administering the Local Housing Assistance Plan. The cost of administering the program may not exceed ten percent (10%) of the local housing distribution plus five percent (5%) of program income deposited into the trust fund; and

WHEREAS, City of Pensacola Housing Division and Escambia County Neighborhood and Human Services Department, Neighborhood Enterprise Division have jointly prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the City Council finds that it is in the best interest of the public for the City of Pensacola to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA:

SECTION 1: The City Council of the City of Pensacola, Florida hereby approves the Escambia/Pensacola Local Housing Assistance Plan as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years: 2019/2020, 2020/2021, and 2021/2022.

SECTION 2: The Mayor of the City of Pensacola, or his designee, is hereby authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan and to do all things necessary and proper to carry out the terms and conditions of said program.

SECTION 3: This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest:

City Clerk

ESCAMBIA COUNTY / CITY OF PENSACOLA



SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2019-2020, 2020-2021, 2021-2022

Table of Contents

Description	Page #
Section I: Program Details	3
Section II: Housing Strategies	
A. Purchase Assistance	8
B. Replacement Housing	9
C. Housing Repair	10
D. New Construction	12
E. Rental Preservation/Development	13
F. Disaster Mitigation Assistance	16
G. Rental Assistance	17
Section III: Incentive Strategies	
A. Expedited Permitting	19
B. Ongoing Review Process	19
C. Other Incentive Strategies	20
Exhibits	
A. Administrative Budget for each fiscal year covered in the Plan	22
B. Timeline for Estimated Encumbrance and Expenditure	23
C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan	24
D. Signed LHAP Certification	27
E. Signed, dated, witnessed or attested adopting resolution	31
F. Ordinance (If changed from the original creating ordinance)	35
G. Interlocal Agreement	36



I. Program Details:

A. LG(s)

Name of Local Government	Escambia County
Does this LHAP contain an interlocal agreement?	Yes
If yes, name of other local government(s)	City of Pensacola

B. Purpose of the program:

- To meet the housing needs of the very low, low and moderate-income households;
- To expand production of and preserve affordable housing; and
- To further the housing element of the local government comprehensive plan specific to affordable housing.

C. Fiscal years covered by the Plan: 2019-2020, 2020-2021, 2021-2022

D. Governance: The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and Counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.

E. Local Housing Partnership: The SHIP Program encourages building active partnerships between government, lending institutions, builders and developers, not-for-profit and community-based housing providers and service organizations, providers of professional services related to affordable housing, advocates for low-income persons, real estate professionals, persons or entities that can provide housing or support services and lead agencies of the local continuums of care.

F. Leveraging: The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

G. Public Input: Public input was solicited through face to face meetings with housing providers, social service providers and local lenders and neighborhood associations. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan on March 8, 2019, publication of information on the Escambia County and City of Pensacola websites, and the Notice of Funding Availability, which will be published annually in the local newspaper upon receipt of annual allocations.

H. Advertising and Outreach: SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

I. Waiting List/Priorities: A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with the time applications were submitted as well

as any established funding priorities as described in this plan.

The following priorities for funding described/listed here apply to all strategies unless otherwise stated:

N/A

- J. Discrimination:** In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application process for eligible housing.
- K. Support Services and Counseling:** Support services are available from various sources. Available support services may include but are not limited to: Homeownership Counseling (Pre and Post), Credit Counseling, Tenant Counseling, Foreclosure Counseling, Legal Services and Transportation.
- L. Purchase Price Limits:** The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

U.S. Treasury Department	X
Local HFA Numbers	

- M. Income Limits, Rent Limits and Affordability:** The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at www.floridahousing.org.

"Affordable" means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household's ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.

- N. Welfare Transition Program:** Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.



- O. Monitoring and First Right of Refusal:** In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer unless as specified above. Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.
- P. Administrative Budget:** A line-item budget is attached as Exhibit A. Escambia County and the City of Pensacola find that the moneys deposited in the local housing assistance trust fund are necessary to administer and implement the local housing assistance plan.

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states: “A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan.”

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states: “The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.” The applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.

- Q. Program Administration:** Administration of the local housing assistance plan will be performed by:

Entity	Duties	Percentage
Escambia County	Administrative Duties	100%
Third Party Entity/Subrecipient	N/A	

- R. Project Delivery Costs:** Most costs to administer the various program activities will be covered in the County or City’s administrative budget. In cases where an activity is outsourced to a third party, a service delivery fee may be allowed to cover costs associated with providing the service to a household to offset the costs with managing the activity. A service delivery fee will most likely be utilized in conjunction with 3rd party administration of the Housing Repair Activity and will cover applicant intake, initial inspection, work specifications, cost estimates, work progress inspections, recording fees, travel to the job site, and general project oversight.

For the Rental Development activity, the City/County may include appraisals, surveys, housing market studies,

environmental reviews, third party underwriting or construction oversight, etc. as a project delivery cost to be included within the cost of the project

S. Essential Service Personnel Definition: For purposes of this Plan, Escambia County and the City of Pensacola have determined that “essential service personnel” shall include persons in need of affordable housing who meet the following requirements:

1. are permanently employed by a company or organization located within Escambia County, the City of Pensacola or the Town of Century, all lying within Escambia County, Florida; in one of the following categories:

- a. Local or State Law Enforcement, Fire, Rescue, and Emergency Services, Public Safety and Emergency Management
- b. Teachers, Educators, and School District personnel in the public, private and university systems
- c. Health Care Professionals and support personnel
- d. Tourism Industry professionals and employees (including hospitality and food service)
- e. Judicial/Court System management and support personnel
- f. Skilled building trades personnel

2. have maximum annual income at or below 120% of the Pensacola MSA median income as defined in the SHIP Rule 67-37.

T. Describe efforts to incorporate Green Building and Energy Saving products and processes:

All improvements will meet Energy Conservation requirements as required by Florida Building Code for new construction or existing buildings, as applicable. The County and City shall, when economically feasible, encourage and support green building products and processes, including energy efficient features in each strategy. According to the type and extent of the repair or reconstruction and the needs of the recipient, the following green and energy products will be utilized when viable on Replacement Housing and Housing Repair activities:

1. Bath fixtures will carry the WaterSense label or the following specifications:
 - a. Toilets: 1.6 gallons/flush or less
 - b. Faucets: 1.5 gallons/minute or less
 - c. Showerheads: 2.2 gallons/minute or less
2. Appliances
 - a. Energy Star qualified refrigerator
 - b. Energy Star qualified water heater
 - c. Energy Star qualified range hood
3. Lighting
 - a. Installation of Energy Star light fixtures and ceiling fans, and/or
 - b. Installation of Compact Fluorescent light (CFL) bulbs or LED bulbs in newly installed lighting fixtures
4. Heating, Cooling, and Ventilation

- a. HVAC with minimum SEER rating of 14. One bedroom or smaller units may have a lower SEER rating as identified by energy sheets
- b. Energy Star qualified bath exhaust fans
- 5. Building Products
 - a. Energy Star qualified windows
 - b. Energy Star qualified doors
 - c. No or Low-VOC paints (50 grams per liter or less or paints carrying GreenGuard certification)

U. Describe efforts to meet the 20% Special Needs set-aside: The Special Needs set aside will be met through all strategies, with particular attention given to the Repair and Replacement Housing strategies to provide the opportunity for owner occupants to remain independent in their homes and maintain homeownership. The County and City will perform outreach to and partners with social service agencies serving the designated special needs populations to achieve the special needs set-aside.

Persons with special needs, as defined in F.S. 420.0004 (13) means an adult requiring independent living services in order to maintain housing or development independent living skills and who has a disabling condition; a young adult formerly in foster care who is eligible for services under F.S. 409.1451(5); a survivor of domestic violence as defined in F.S. 741.28; or a person receiving benefits under the Social Security Disability Insurance (SSDI) program or the supplemental Security Income (SSI) program or from veterans disability benefits.

V. Describe efforts to reduce homelessness: Escambia County is a direct entitlement community for HUD's Emergency Solutions Grant (ESG) Program. Under this program, the County directs funds for Emergency Shelter Operations and Services and the Homeless Management Information System (HMIS) database with the local homeless Continuum of Care, lead, Opening Doors Northwest Florida, Inc. Additionally, funds are utilized for short-term rental assistance, security and utility deposits, and associated eligible activities for income eligible homeless households under the Rapid Re-housing and Homelessness Prevention strategies.

The City of Pensacola administers HUD Veterans Affairs Supportive Housing (VASH) vouchers County-wide to provide homeless veterans with housing choice vouchers as well as Department of Veterans Affairs supportive services.

Under the Rental Development activity, the County will seek set-asides of units specifically for homeless households. Additionally, the Rental Assistance activity may be used in coordination with agencies serving homeless households to stabilize households for up to 12 months.

Section II. LHAP Strategies:

A. PURCHASE ASSISTANCE	Code: 1,2
-------------------------------	-----------

a. Summary: SHIP funds will be made available to support down payment and closing costs for the purchase of an existing or newly constructed affordable housing unit on a one-time basis to income eligible first time homebuyers including very low, low and moderate income families. Assistance shall be tailored to the individual affordability and financing needs of the participating homebuyer to enable the purchase of an existing or newly constructed home which does not exceed the maximum total cost as identified below. Permanent first mortgage financing (exceeding the SHIP Purchase Assistance) will be provided through financial institutions, homebuyer programs and/or private developers/contractors without local guarantee, thereby leveraging a significant volume of private sector financing.

- b. Fiscal Years Covered: 2019-2020, 2020-2021, 2021-2022
- c. Income Categories to be served: Very low, low, and moderate
- d. Maximum award: \$7,500
- e. Terms (all six items must be completed or "N/A")
 - 1. Repayment loan/deferred loan/grant: Deferred Payment Loan secured by Second Mortgage and Note
 - 2. Interest Rate: 0%
 - 3. Years in loan term: 5 years
 - 4. Forgiveness: Loan forgiveness at 20% per year, provided that the homebuyer is not in default of program terms
 - 5. Repayment: None provided that the loan is in good standing.
 - 6. Default: The sale, refinancing, transfer of ownership, or when the property is no longer the principal residence during the mortgage term shall be a default whereupon the SHIP investment shall be repaid.

In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.

- f. Recipient Selection Criteria: Assistance provide on a first qualified, first served basis following annual advertisement of the availability of SHIP resources. Priority given to Low and Very Low Income applicants.

Homebuyer must meet the following qualifications:

- 1. qualify for a first mortgage through a participating first mortgage lender;
- 2. participate in a HUD certified homebuyer education class within the 12 months prior to closing;



3. contribute a minimum of \$1,000 toward the purchase of the home (this amount can include documented expenses paid outside of closing);
4. take a foreclosure prevention class post-purchase;
5. hold less than \$25,000 in liquid assets; and
6. meet the criteria for a first time homebuyer, which is defined as:
 - (a). a person that has not owned a home or had ownership interest in a homestead property in the previous three (3) years;
 - (b). a person that has only owned with another individual and does not currently own a home or have interest in a homesteaded property; or
 - (c). a person who has only owned a principal residence not permanently affixed to a permanent foundation, or a property that was not in compliance with State, local, or model building codes and cannot be brought into compliance for less than the cost of constructing a permanent structure.

g. Sponsor Selection Criteria: Not applicable

h. Additional Information:

1. The first-time homebuyer requirement may be waived in cases where the applicant meets the definition of “essential service personnel” as provided in Section I(S) of this plan.
2. Certified Home Inspection is required. Cost of home inspection may be applied to borrower’s minimum contribution.
3. Maximum sales price of the home cannot exceed \$189,000.

B. REPLACEMENT HOUSING (SUBSTANTIAL REHAB/RECONSTRUCTION)	Code: 3,4
--	-----------

a. Summary: Funds under this strategy are provided for the substantial rehabilitation or reconstruction of severely substandard owner-occupied single family units. These units are unable to be addressed through other Consortium repair programs and will be brought up to code through this strategy.

The City of Pensacola and Escambia County formed a local Consortium for purposes of receiving Federal, State, and/or other funds that support the local mission of enhancing housing affordability. Such programs often require a cash match or local leverage to receive the funds, such as the U.S. Department of Housing and Urban Development (HUD) HOME Program. The local cash matching is unavailable except through the resources provided by the SHIP Program.

- b. Fiscal Years Covered: 2019-2020, 2020-2021, 2021-2022
- c. Income Categories to be served: Very low and low
- d. Maximum award: \$100,000
- e. Terms (all six items must be completed or “N/A”):



1. Repayment loan/deferred loan/grant: Deferred Payment Loan secured by Mortgage and Note. Loan will be in a subordinate position to HOME program financing if present (or other associated County/City financing as available).
2. Interest Rate: 0%
3. Years in loan term: 5 years
4. Forgiveness: Loan forgiven at 20% per year, provided that the homeowner is not in default of program terms.
5. Repayment: None provided that the loan is in good standing.
6. Default: The sale, rental, refinancing, or transfer of ownership during the mortgage term shall be a default whereupon the SHIP investment shall be repaid. In the event of the death of an owner, an income eligible heir (at or below 80% AMI) may assume the balance of the loan terms if certified income eligible by County or City staff.

- f. Recipient Selection Criteria: Assistance provided on a first qualified/first served basis following advertisement of the availability of SHIP resources and/or through the use of a waiting list with a priority to very low and special needs applicants.

Applicants must be owner occupants with homestead exemption, property taxes current, and with no outstanding liens or judgments owed to the County or City. Priority may be given to special needs households or applicants with open local government code enforcement citations, or survivors of a disaster as declared by state or federal officials.

- g. Sponsor Selection Criteria: N/A

- h. Additional Information: None.

C. HOUSING REPAIR	Code 3
--------------------------	---------------

a. Summary: SHIP funds will be used to provide minor rehabilitation or emergency repair assistance for very low and low income owner occupied homes to address roofing, electrical, plumbing, sanitary disposal, life/safety conditions, structural code deficiencies, code citations, energy efficiency, accessibility needs, and other related repairs.

- b. Fiscal Years Covered: 2019-2020, 2020-2021, 2021-2022

- c. Income Categories to be served: Very low and low

- d. Maximum award: \$30,000

- e. Terms (all six items must be completed or "N/A"):

1. Repayment loan/deferred loan/grant: Deferred Payment Loan secured by Mortgage and Note. Loan will be in a subordinate position to HOME program financing (or other associated County/City

financing as available).

2. Interest Rate: 0%
3. Years in loan term: 5 years
4. Forgiveness: Loan forgiven at 20% per year, provided that the homeowner is not in default of program terms.
5. Repayment: None provided that the loan is in good standing.
6. Default: The sale, rental, refinancing, or transfer of ownership during the mortgage term shall be a default whereupon the SHIP investment shall be repaid. In the event of the death of an owner, an income eligible heir (at or below 80% AMI) may assume the balance of the loan terms if certified income eligible by County or City staff.

f. Recipient Selection Criteria: Assistance provided on a first qualified/first served basis following advertisement of the availability of SHIP resources and/or through the use of a waiting list. Applicants must be owner occupants with homestead exemption, property taxes current, and with no outstanding liens or judgments owed to the County or City. Priority may be given to special needs households or applicants with open local government code enforcement citations or survivors of a disaster as declared by local, state, or federal officials.

g. Sponsor Selection Criteria: Unless implemented directly by City or County staff, selection will be based upon responses to an advertised request for proposals. Selection criteria will include:

- 1) past experience of agency in managing emergency or moderate housing repair assistance activities;
- 2) projected SHIP cost per housing unit;
- 3) commitment of non SHIP funds as leverage for SHIP dollars;
- 4) unit production goals for housing repair in relation to SHIP funds requested;
- 5) commitment to use green building technologies, energy efficient measures, and/or use of recycled building materials or components in the repair or preservation of housing units;
- 6) commitment to limit assistance to very low income or special needs households; and
- 7) documentation of the agency's employment or planned employment of personnel from the Welfare Transition Program shall result in a priority for award of SHIP funds assuming the agency demonstrates capacity to implement the subject activity.

h. Additional Information: None.

D. NEW CONSTRUCTION	Code: 10
----------------------------	----------

a. Summary: SHIP funds will be made available to non profit or for-profit developers to partially underwrite the costs of constructing affordable workforce homes for families. These funds will enhance affordability and enable the developer to increase the number of affordable housing units produced for SHIP eligible homebuyers within the local area. The focus of this strategy is upon unit production primarily targeting very low income families. All or a portion of the SHIP funds invested into the unit will be converted to principal mortgage reduction assistance upon sale of the home to a SHIP eligible buyer (amount based on individual buyer financing needs).

- b. Fiscal Years Covered: 2019-2020, 2020-2021, 2021-2022
- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award: \$20,000 for moderate income households; \$30,000 for low and very low income households
- e. Terms (all six items must be completed or "N/A"):
 - 1. Repayment loan/deferred loan/grant: Deferred Payment Loan secured by Second Mortgage and Note.
 - 2. Interest Rate: 0%
 - 3. Years in loan term: 5 years
 - 4. Forgiveness: Loan forgiven at 20% per year, provided that the homeowner is not in default of program terms.
 - 5. Repayment: None provided the loan is in good standing.
 - 6. Default: The sale, rental, refinancing, or transfer of ownership, or when the property is no longer the principal residence during the mortgage term shall be a default whereupon the SHIP investment shall be repaid.

In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.

- f. Recipient Selection Criteria: Assistance provided on a first qualified/first served basis. Homebuyer must meet the following qualifications:
 - 1. qualify for a first mortgage through a qualified first mortgage lender or approved not for profit sponsor providing first mortgage financing;
 - 2. participate in a HUD certified homebuyer education class within the 12 months prior to closing;
 - 3. contribute a minimum of \$1000 for moderate income buyers, \$750 for low income buyers, and \$500 for very low income buyers toward the purchase of the home (this amount can include documented expenses paid outside of closing); and



4. hold less than \$25,000 in liquid assets

- g. Sponsor Selection Criteria: If not administered by the County or City, selection of a developer and/or sponsor will be based upon responses to an advertised request for proposal. Selection criteria will include:
1. nonprofit or for profit agency's locally based expertise in affordable single family housing construction and marketing;
 2. amount of non-SHIP funds or value of in kind services committed as SHIP leverage;
 3. unit production goals in relation to SHIP funding request;
 4. use of green building technologies, energy efficiency measures, and/or use of recycled building materials or components in the production or preservation of housing units;
 5. percentage of units targeted to very low income families; and
 6. documentation of the agency's employment or planned employment of personnel from the Welfare Transition Program or other community training shall result in a priority for award of SHIP funds assuming the agency demonstrates capacity to implement the subject SHIP activity.

Proposals meeting the RFP requirements will be evaluated by the County and/or City Housing staff, or a committee comprised of County and/or City representatives, to determine the agency or organization that will implement the strategy. Final selection and contract approval will be provided by the County Commission. The RFP may solicit participation for the full three-year LHAP period.

- h. Additional Information: N/A

E. RENTAL PRESERVATION/DEVELOPMENT	Code: 14, 21
---	--------------

a. Summary: SHIP funds expended through this strategy will be primarily expended to support the preservation or development of affordable workforce rental housing or special needs housing (as defined in FAC 67-37.002 (21)) for eligible persons through new construction, acquisition of property or existing rental units, and/or rehabilitation/redevelopment of existing substandard rental units. These rental development project(s) will be undertaken with a local HOME Community Housing Development Organization (CHDO) or a 501(c)(3) non-profit affordable housing sponsor selected through an open proposal submission process; OR with a non-profit or private for profit developer in conjunction with the annual Florida Housing Finance Corporation (FHFC) Request for Applications, annual HUD Section 202/Section 811 cycles, Rural Development/USDA (RD) rental development cycles, or other publicly announced funding cycles as offered by FHFC, HUD, RD or other Federal/State agencies for the preservation or development of rental housing.

- b. Fiscal Years Covered: 2019-2020, 2020-2021, 2021-2022
- c. Income Categories to be served: Extremely low, Very low, low and moderate
- d. Maximum award: Up to \$80,000 per unit as determined by a subsidy layering review. \$500,000 maximum provided per development.

- e. Terms (all six items must be completed or “N/A”):
1. Repayment loan/deferred loan/grant: Deferred Payment Loan or Grant depending on proposed project secured by Mortgage and Note or Deed Restriction. Grants will only be provided to developments receiving \$10,000 or less.
 2. Interest Rate: 0%
 3. Years in loan term: 15 year minimum on all projects and 20 year minimum on any new construction project co-funded with local HOME funds. A longer term may be considered if specifically required by HUD, FHFC, RD or other primary lender as a condition for project financing.
 4. Forgiveness: As defined in the applicable mortgage and note. For 0% interest, deferred payment loans, a portion of the loan will be forgiven as follows provided the project is not in default of program requirements:

15 YEAR LOAN	20 YEAR LOAN
Years 0-4: No forgiveness	Years 0-4: No forgiveness
Years 5-9: 25%	Years 5-9: 25%
Years 10-14: 25%	Years 10-14: 25%
Year 15: 50%	Years 15-19: 25%
	Year 20: 25%

5. Repayment: Not required as long as the development is not in default of any program terms.
 6. Default: As defined in the applicable mortgage and note or deed restriction, recapture of SHIP funds invested is required upon default, unless a depreciating balance is incorporated into the terms in which case the undepreciated portion shall be due and payable upon default. A default is the sale, transfer or conveyance of the property prior to term expiration; conversion to a non-approved use; failure to maintain standards for compliance as required by funding sources, including income eligibility of tenants and rents limits. The sale of properties assisted with SHIP/HOME funds shall require approval of the Board of County Commissioners and shall be acceptable (without repayment) only if the subsequent owner(s) agree to meet any remaining rental, occupancy and affordability obligations established in the development agreement, mortgage and note.
- f. Recipient Selection Criteria: Recipients will be assisted on a first qualified, first served basis
- g. Sponsor/Sub-recipient Selection Criteria: Funding under this strategy will be awarded through a competitive Request for Proposals (RFP) process. Priority may be given to developments that serve very low-income households and/or targeted populations such as homeless persons, veterans, elderly households, or special needs households as defined in Section I(U) of this Plan.

*CHDO sponsored “set-aside” rental project(s) co-funded with local HUD HOME funds will be undertaken in partnership with an eligible, locally designated CHDO. CHDO project selection criteria shall include the following at a minimum, as applicable:

1. agency must be a locally designated CHDO and a 501(c)3 non-profit;
2. agency's previous rental development experience (agency staff);

3. conformity with Escambia Consortium Consolidated Plan goal(s) for rental housing;
4. total (aggregate) cost per unit all funding sources;
5. subsidy level per unit and SHIP cost per unit;
6. ratio of private funds to public funds;
7. ratio of other funds to SHIP funds;
8. compliance with preservation or new construction preference;
9. rental development bedroom size mix;
10. percentage of units targeted to families below 30% or 50% of area median income;
11. commitment to use green building technologies, energy efficiency measures, and/or use of recycled building materials or components in the construction, repair or preservation of housing units;
12. proposed development site located in a designated Community Redevelopment Area (CRA) or other targeted area;
13. target date for Project commitment and completion;
14. documentation of the agency's employment or planned employment of individuals through the Welfare Transition Program shall result in a priority for award of SHIP funds assuming the agency demonstrates the capacity to implement the subject SHIP activity.

*Non-CHDO (non-profit and/or for profit) projects will be accepted through an RFP process, and will be evaluated at the time of submission to maximize the potential for integration of resources (FHFC, HUD, RD, etc.). Project selection criteria at a minimum will include:

1. experience in development of affordable rental housing;
2. proof of financial capacity for development of units and sufficient cash flow to maintain operation of the units for affordable housing;
3. site control (or contract for sale);
4. ability to proceed;
5. management capacity of affordable rental housing and targeted population if part of the RFP;
6. leveraging ability;
7. commitment to use green building technologies, energy efficiency measures, and/or use of recycled building materials or components in the construction, repair or preservation of housing units;
8. services/amenities to be offered at the units; and
9. percentage of units targeted to families below 30% or 50% of area median income.

As applicable, proposals from nonprofit sponsors or for-profit sponsors will be evaluated by the County and City Housing staff, or a committee comprised of County and City representatives, to determine the agency or organization that will implement the strategy. Final selection and contract approval will be provided by the County Commission.

- h. Additional Information:
 1. Funds may be used to support costs directly associated with project development, including architectural and engineering costs, appraisals, permitting fees as well as land acquisitions and construction expenses.



2. Funding is intended to be used as gap financing for the development. However, in cases where the proposed development is 50 units or less, the County may decide to provide a larger amount of funding if the developer is providing units specifically for special needs, homeless, or very low income households.

F. DISASTER MITIGATION ASSISTANCE	Code: 5, 16, 27
--	-----------------

a. Summary: SHIP funds may be used in all areas of Escambia County and the City of Pensacola to provide assistance to very low, low, and moderate income families in the aftermath of a "disaster as declared by presidential or state issued Executive Order(s)". Generally, such needs shall include, such items as: purchase of emergency supplies for eligible homeowners to weatherproof damaged homes; interim repairs to avoid further damage to the homes of eligible families; tree and debris removal required to make individual housing units habitable by the eligible family; payment of insurance deductibles for rehabilitation of homes covered under homeowner's insurance policies; security deposit for eligible recipients that have been displaced from their homes due to disaster; rental assistance for eligible recipients that have been displaced from their homes due to disaster; strategies included in the approved LHAP that benefit applicants directly affected by the declared disaster; and other activities as proposed by the County/City and approved by Florida Housing. This optional strategy will be implemented only in the event Executive Order(s) are issued confirming that a "presidentially or state declared disaster" has directly impacted the Escambia County area. This strategy will utilize funds not yet encumbered or with additional disaster funds allocated by Florida Housing Finance Corporation.

- b. Fiscal Years Covered: 2019-2020, 2020-2021, 2021-2022
- c. Income Categories to be served: Very low, low, and moderate
- d. Maximum award: \$15,000 (insurance deductible not to exceed \$3000)
- e. Terms (all six items must be completed or "N/A"):
 - 1. Repayment loan/deferred loan/grant: Grant
 - 2. Interest Rate: Not applicable
 - 3. Years in loan term: Not applicable
 - 4. Forgiveness: Not applicable
 - 5. Repayment: Not applicable
 - 6. Default: Not applicable
- f. Recipient Selection Criteria: Assistance provided on a first qualified, first served basis following the declaration of the disaster. Priority may be given to households with special needs, low and very low income households, and households that qualify as elderly as defined in 420.503, F.S.

Owner occupant applicants must have homestead exemption, property taxes current, mortgage and property insurance (if present) current, and with no outstanding liens or judgments owed to the County or City. Rental applicants may not have outstanding liens or judgments owed to the County or City.



- g. Sponsor Selection Criteria: Given the emergency nature of this activity, a sponsor may be used for implementation of this strategy where assistance may not be carried out by County or City staff
- h. Additional Information:
 1. The strategy will be advertised annually along with notice of all SHIP resources; however, the strategy will be implemented only in the event of a state or federally declared disaster. This strategy may be leveraged with other federal, state, or local funding as well as volunteer labor.
 2. In the event of a "presidentially or state declared disaster," up to 25% of the available Escambia/Pensacola SHIP Program funds may be immediately utilized to meet emergency housing repair and recovery needs of SHIP eligible families. In the event of such an occurrence, the County shall notify the Florida Housing Finance Corporation (FHFC) of such action by written letter, facsimile, or e-mail within 15 days of the date of the disaster declaration.
 3. No duplication of benefits may be provided. Applicants must provide proof of assistance received from insurance, FEMA, or other resources. Insurance proceeds must be used before SHIP funds, except for payment of insurance deductible.
 4. Assistance to owner occupants provided only on primary residences.
 5. Rental assistance may be provided for up to twelve months after the disaster declaration. SHIP funds may not be used to pay for rental arrears.
 6. SHIP funds under this activity will generally be paid directly to contractors, landlords or their agents, insurance companies, etc. However, emergency funds may be provided directly to the applicant for some emergency disaster related expenses, such as the reimbursement of tarps, emergency tree and debris removal, and other temporary measures to avoid further damage to the property.

G. RENTAL ASSISTANCE	Code: 13, 23, 26
-----------------------------	------------------

- a. Summary: Funds will be awarded to renters that are in need of a assistance with obtaining a lease on a rental unit. This may include utility deposits, security deposits, and eviction prevention up to three months rent. For households that are very low income and have one adult with special needs according to 420.0004 (13) or that are homeless as defined in 420.621 at time of application, rent equal to no more than twelve months' rent assistance is eligible.
- b. Fiscal Years Covered: 2019-2020, 2020-2021, 2021-2022
 - c. Income Categories to be served: Very low and low
 - d. Maximum award: \$7500 (\$2500 max for security/utility deposits and/or eviction prevention; \$5000 max for rental assistance)
 - e. Terms (all six items must be completed or "N/A"):
 1. Repayment loan/deferred loan/grant: Grant

2. Interest Rate: N/A
3. Years in loan term: N/A
4. Forgiveness: N/A
5. Repayment: N/A
6. Default: N/A

- f. Recipient Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Very Low income applicants, Special Needs Households, and Homeless Households. Rental Assistance is only available to very low income special needs or homeless households as defined in this plan. Security and utility deposits and eviction prevention is available to low income households.
- g. Sponsor Selection Criteria: Sponsors may be selected to administer the Rental Assistance Program. Service delivery costs may not exceed 10% of the activity allocation. Criteria for sponsor organization selection will include:
1. Past experience working with target population;
 2. Past experience administering rental assistance programs; and
 3. Participation in Continuum of Care Coordinated Entry system (for homeless)
- h. Additional Information: Applicants may be referred to the County through supportive services or other community-based organizations. Funds to be paid directly to landlord or utility company.

III. LHAP Incentive Strategies

In addition to the **required Incentive Strategy A and Strategy B**, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

- A. Name of the Strategy: **Expedited Permitting**
Permits as defined in s. 163.3177 (6) (f) (3) for affordable housing projects are expedited to a greater degree than other projects.

Provide a description of the procedures used to implement this strategy:

Escambia County: The County is continually reassessing the permitting function to improve permit processing efficiency and reduce the time required for issuing residential permits. The Building Services and Development Services Departments will take actions necessary to expedite and/or avoid delay of affordable housing developments which incorporate financing via Federal, State or designated local affordable housing programs or initiatives. Such developments will be given review priority in accordance with provisions of the Housing Element of the Escambia County Comprehensive Plan. The current permitting review process for single family homes or duplexes in established/platted, properly zoned subdivisions shall be generally retained as this process provides a permit turnaround time of less than four days. Permit applications inquire whether the development is receiving affordable housing funding.

City of Pensacola: Expedited processing of permits includes development orders and development permits including building permits, zoning permits, subdivision approval, rezoning, certification, special exception or variance approvals. The City land use, building, and planning functions have been examined at the staff level to identify areas for improving the permitting procedures and process. The City's process is already centralized with an average process of three days for a building permit. The present system provides excellent expedited central "one-stop" process for affordable housing projects located within the City. The permit application provides an applicant the opportunity to note if the project is being supported with affordable housing funding. The City will provide for priority processing of affordable housing permit applications in the event a backlog is experienced which increases the routine permit approval period to 7 days.

- B. Name of the Strategy: **Ongoing Review Process**
An ongoing process for review of local policies, ordinances, regulations and plan provisions that increase the cost of housing prior to their adoption.

Provide a description of the procedures used to implement this strategy:

The Affordable Housing Advisory Committee as appointed by the Board of County Commissioners and the City Council is directed to review local government policies and procedures that may impact affordable housing costs negatively and provide reports at least every three years. The AHAC is staffed by County and City Housing staff. Additionally, each local government also provides ongoing reviews as follows:

Escambia County: The County Comprehensive Plan Housing Element stipulates the County's commitment to review all policies, rules, procedures, regulations, ordinances, and similar provisions to ensure that potential impacts upon housing affordability are identified prior to adoption, and that the adopting entity is advised of the potential impacts upon housing affordability for consideration during the review and adoption process. Reviews are completed as required based upon ordinances and policies that are presented for consideration by the Board of County Commissioners. Such review and commentary are administratively handled through the Escambia County Neighborhood & Human Services Department and the Development Services Department, which incorporates input as needed by local housing and community development professionals.

City of Pensacola: The Land Development Code has been reviewed and revised in a manner that makes affordable housing development viable. Continued periodic reviews will examine eliminating excessive requirements that limit affordable housing development. Such review and commentary are administratively handled through the City's Planning Services with input as needed by local housing and community development professionals.

C. Other Incentive Strategies:

1. THE MODIFICATION OF **IMPACT FEE** REQUIREMENTS, INCLUDING REDUCTION OF WAIVER OF FEES AND ALTERNATIVE METHODS OF FEE PAYMENT FOR AFFORDABLE HOUSING.

Escambia County and the City of Pensacola do not have impact fee requirements.

City of Pensacola: The City's Lien Release Policy for Affordable Housing Infill Projects (1/10/11) provides for waiver of liens for affordable infill projects.

2. THE ALLOWANCE OF **FLEXIBILITY IN DENSITIES** FOR AFFORDABLE HOUSING

Escambia County: The County's Housing Element (HOU.1.2.3) provides for development types with flexibility for density, through a Planned Unit Development, Cluster Developments as identified in its Comprehensive Plan and Land Development Code.

City of Pensacola: The City's Comprehensive Plan and Land Development Code allows for density flexibility generally through the Special Planned Development process.

3. THE PREPARATION OF A PRINTED **INVENTORY** OF LOCALLY OWNED PUBLIC LANDS SUITABLE FOR AFFORDABLE HOUSING DEVELOPMENT.

City of Pensacola: The City prepared an updated list of City owned properties suitable for affordable housing in 2016. In August 2017, the City established the Housing Initiatives Fund to support City affordable housing programs, which is funded through the sale of these identified City owned properties.



A complete copy of both Escambia County and the City of Pensacola's Affordable Housing Incentive Strategies and the 2019 Report are on record with Florida Housing Finance Corporation, are available on respective County and City websites or may be requested electronically from: ned@myescambia.com or mwhitaker@cityofpensacola.com.

IV. EXHIBITS:

- A. Administrative Budget for each fiscal year covered in the Plan.
- B. Timeline for Estimated Encumbrance and Expenditure.
- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan.
- D. Signed LHAP Certification.
- E. Signed, dated, witnessed or attested adopting resolution.
- F. Ordinance (If changed from the original creating ordinance): N/A
- G. Interlocal Agreement.
- H. Other Documents Incorporated by Reference (N/A)

		Exhibit A (2019)
Escambia County/City of Pensacola		
<i>Amounts below are proposed and will be adjusted according to actual allocations received from the State of Florida</i>		
Fiscal Year: 2019-2020		
Estimated SHIP Funds for Fiscal Year:	\$	1,295,760.00
Salaries and Benefits	\$	100,640.00
Office Supplies and Equipment	\$	2,500.00
Travel, Training, Memberships, Etc	\$	4,000.00
Advertising, Printing, Postage	\$	1,000.00
Recording Fees, Surveys, Title Search	\$	2,000.00
County Indirect Costs	\$	19,436.00
Total	\$	129,576.00
Admin %		10.00%
OK		
Fiscal Year 2020-2021		
Estimated SHIP Funds for Fiscal Year:	\$	1,295,760.00
Salaries and Benefits	\$	100,640.00
Office Supplies and Equipment	\$	2,500.00
Travel, Training, Memberships, Etc	\$	4,000.00
Advertising, Printing, Postage	\$	1,000.00
Recording Fees, Surveys, Title Search	\$	2,000.00
County Indirect Costs	\$	19,436.00
Total	\$	129,576.00
Admin %		10.00%
OK		
Fiscal Year 2021-2022		
Estimated SHIP Funds for Fiscal Year:	\$	1,295,760.00
Salaries and Benefits	\$	100,640.00
Office Supplies and Equipment	\$	2,500.00
Travel, Training, Memberships, Etc	\$	4,000.00
Advertising, Printing, Postage	\$	1,000.00
Recording Fees, Surveys, Title Search	\$	2,000.00
County Indirect Costs	\$	19,436.00
Total	\$	129,576.00
Admin %		10.00%
OK		
*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document.		
Details:		
<p style="text-align: center;">- 22 -</p>		



Exhibit B
Timeline for SHIP Expenditures

 ESCAMBIA COUNTY/CITY OF PENSACOLA affirms that funds allocated for these fiscal years will
(local government)
meet the following deadlines:

Fiscal Year	Encumbered	Expended	1st Year AR	2nd Year AR	Closeout AR
2019-2020	6/30/2021	6/30/2022	9/15/2020	9/15/2021	9/15/2022
2020-2021	6/30/2022	6/30/2023	9/15/2021	9/15/2022	9/15/2023
2021-2022	6/30/2023	6/30/2024	9/15/2022	9/15/2023	9/15/2024

If funds allocated for these fiscal years is not anticipated to meet any of the deadlines in the table above, Florida Housing Finance Corporation will be notified according to the following chart:

Fiscal Year	Funds Not Encumbered	Funds Not Expended	1st Year AR Not Submitted	2nd Year AR Not Submitted	Closeout AR Not Submitted
2019-2020	3/30/2021	3/30/2022	6/15/2020	6/15/2021	6/15/2022
2020-2021	3/30/2022	3/30/2023	6/15/2021	6/15/2022	6/15/2023
2021-2022	3/30/2023	3/30/2024	6/15/2022	6/15/2023	6/15/2024

Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15 of the year in which funds are required to be expended. The extension request shall be emailed to robert.dearduff@floridahousing.org and terry.auringer@floridahousing.org and include:

1. A statement that “(city/county) requests an extension to the expenditure deadline for fiscal year _____.”
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email terry.auringer@floridahousing.org when you are ready to “submit” the AR.

Other Key Deadlines:

AHAC reports are due for each local government the same year as the local government’s LHAP being submitted. Local governments receiving the minimum or less allocation are not required to report.

FLORIDA HOUSING FINANCE CORPORATION												
HOUSING DELIVERY GOALS CHART												
2019-2020												
Name of Local Government:		Escambia County/City of Pensacola										
Estimated Funds (Anticipated allocation only):			\$ 1,295,760									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1, 2	Purchase Assistance	Yes	2	\$7,500	12	\$7,500	29	\$7,500	\$322,500.00	\$0.00	\$322,500.00	43
4	Replacement Housing	Yes	1	\$100,000		\$100,000			\$100,000.00	\$0.00	\$100,000.00	1
3	Housing Repair	Yes	6	\$30,000	4	\$30,000			\$300,000.00	\$0.00	\$300,000.00	10
10	New Construction	Yes	1	\$30,000	2	\$30,000	2	\$20,000	\$130,000.00	\$0.00	\$130,000.00	5
5	Disaster Mitigation Assistance	Yes		\$15,000					\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		10		18		31		\$852,500.00	\$0.00	\$852,500.00	59
Purchase Price Limits:			New	\$ 189,000	Existing	\$ 189,000						

OK

OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
14, 21	Rental Preservation/Development	Yes	1	\$80,000	1	\$80,000			\$160,000.00	\$0.00	\$160,000.00	2
13, 23, 26	Rental Assistance	No	16	\$7,500	5	\$7,500			\$0.00	\$157,500.00	\$157,500.00	21
16, 27	Disaster Mitigation Assistance	No		\$15,000					\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		17		6		0		\$160,000.00	\$157,500.00	\$317,500.00	23
	Administration Fees		\$ 129,576		10%		OK					
	Home Ownership Counseling		\$ -									
Total All Funds			\$ 1,299,576 This total is over the allocation and will require less than the maximum amount be awarded per applicant									

Set-Asides

Percentage Construction/Rehab (75% requirement)		78.1%	OK
Homeownership % (65% requirement)		65.8%	OK
Rental Restriction (25%)		24.5%	OK
Very-Low Income (30% requirement)	\$ 525,000	40.5%	OK
Low Income (30% requirement)	\$ 307,500	23.7%	OK
Moderate Income	\$ 257,500	19.9%	

FLORIDA HOUSING FINANCE CORPORATION												
HOUSING DELIVERY GOALS CHART												
2020-2021												
Name of Local Government:		Escambia County/City of Pensacola										
Estimated Funds (Anticipated allocation only):			\$ 1,295,760									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1, 2	Purchase Assistance	Yes	2	\$7,500	12	\$7,500	29	\$7,500	\$322,500.00	\$0.00	\$322,500.00	43
4	Replacement Housing	Yes	1	\$100,000		\$100,000			\$100,000.00	\$0.00	\$100,000.00	1
3	Housing Repair	Yes	6	\$30,000	4	\$30,000			\$300,000.00	\$0.00	\$300,000.00	10
10	New Construction	Yes	1	\$30,000	2	\$30,000	2	\$20,000	\$130,000.00	\$0.00	\$130,000.00	5
5	Disaster Mitigation Assistance	Yes		\$15,000					\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		10		18		31		\$852,500.00	\$0.00	\$852,500.00	59
Purchase Price Limits:			New	\$ 189,000	Existing	\$ 189,000						

OK

OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
14, 21	Rental Preservation/Development	Yes	1	\$80,000	1	\$80,000			\$160,000.00	\$0.00	\$160,000.00	2
13, 23, 26	Rental Assistance	No	16	\$7,500	5	\$7,500			\$0.00	\$157,500.00	\$157,500.00	21
16, 27	Disaster Mitigation Assistance	No		\$15,000					\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		17		6		0		\$160,000.00	\$157,500.00	\$317,500.00	23
	Administration Fees		\$ 129,576		10%		OK					
	Home Ownership Counseling		\$ -									
Total All Funds			\$ 1,299,576 This total is over the allocation and will require less than the maximum amount be awarded per applicant									

Set-Asides

Percentage Construction/Rehab (75% requirement)		78.1%	OK
Homeownership % (65% requirement)		65.8%	OK
Rental Restriction (25%)		24.5%	OK
Very-Low Income (30% requirement)	\$ 525,000	40.5%	OK
Low Income (30% requirement)	\$ 307,500	23.7%	OK
Moderate Income	\$ 257,500	19.9%	

FLORIDA HOUSING FINANCE CORPORATION												
HOUSING DELIVERY GOALS CHART												
2021-2022												
Name of Local Government:			Escambia County/City of Pensacola									
Estimated Funds (Anticipated allocation only):			\$ 1,295,760									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1, 2	Purchase Assistance	Yes	2	\$7,500	12	\$7,500	29	\$7,500	\$322,500.00	\$0.00	\$322,500.00	43
4	Replacement Housing	Yes	1	\$100,000		\$100,000			\$100,000.00	\$0.00	\$100,000.00	1
3	Housing Repair	Yes	6	\$30,000	4	\$30,000			\$300,000.00	\$0.00	\$300,000.00	10
10	New Construction	Yes	1	\$30,000	2	\$30,000	2	\$20,000	\$130,000.00	\$0.00	\$130,000.00	5
5	Disaster Mitigation Assistance	Yes		\$15,000					\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		10		18		31		\$852,500.00	\$0.00	\$852,500.00	59
Purchase Price Limits:				New	\$ 189,000	Existing	\$ 189,000					
			OK OK									
Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
14, 21	Rental Preservation/Development	Yes	1	\$80,000	1	\$80,000			\$160,000.00	\$0.00	\$160,000.00	2
13,23, 26	Rental Assistance	No	16	\$7,500	5	\$7,500			\$0.00	\$157,500.00	\$157,500.00	21
16,27	Disaster Mitigation Assistance	No		\$15,000					\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		17		6		0		\$160,000.00	\$157,500.00	\$317,500.00	23
	Administration Fees		\$ 129,576			10%		OK				
	Home Ownership Counseling		\$									
Total All Funds			\$ 1,299,576 This total is over the allocation and will require less than the maximum amount be awarded per applicant									
Set-Asides												
Percentage Construction/Rehab (75% requirement)			78.1%		OK							
Homeownership % (65% requirement)			65.8%		OK							
Rental Restriction (25%)			24.5%		OK							
Very-Low Income (30% requirement)			\$ 525,000	40.5%	OK							
Low Income (30% requirement)			\$ 307,500	23.7%	OK							
Moderate Income			\$ 257,500	19.9%								

CERTIFICATION TO FLORIDA HOUSING FINANCE CORPORATION

Local Government or Interlocal Entity: ESCAMBIA COUNTY

Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink to the document shall be provided to Florida Housing by June 30 of the applicable year.

- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. shall be provided to Florida Housing by June 30 of the applicable year.
- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) Developers receiving assistance from both SHIP and the Low Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (15) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: _____
Lumon J. May, Chairman

Attest: Pam Childers
Clerk of the Circuit Court

BCC Approved: _____

Deputy Clerk

(S E A L)

Kristin D. Hual, SACA

03-18-2019

**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Local Government or Interlocal Entity: CITY OF PENSACOLA

Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink to the document shall be provided to Florida Housing by June 30 of the applicable year.
- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. 137

shall be provided to Florida Housing by June 30 of the applicable year.

- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) Developers receiving assistance from both SHIP and the Low Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (15) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

CITY OF PENSACOLA, FLORIDA

ATTEST:

By: _____
Grover C. Robinson, IV, Mayor

Ericka L. Burnett, City Clerk

(SEAL)

RESOLUTION NUMBER R2019-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, §§420.907-420.9079, FLORIDA STATUTES, AND CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AUTHORIZING AND DIRECTING THE CHAIRMAN AND COUNTY ADMINISTRATOR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, pursuant to the provisions of the State Housing Initiatives Partnership (SHIP) Act, §§420.907-420.9079, Florida Statutes, and Chapter 67-37, Florida Administrative Code, local governments participating in the SHIP Program must develop a Local Housing Assistance Plan (LHAP) outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act; and

WHEREAS, as required by §420.9075(7), Florida Statutes, the Board of County Commissioners finds that five percent of the local housing distribution plus five percent of program income is insufficient to adequately pay the necessary costs of administering the LHAP. The cost of administering the program may not exceed ten percent of the local housing distribution plus five percent of program income deposited into the trust fund, except that small counties, as defined in §120.52(17), Florida Statutes, and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to ten percent of program income for administrative costs; and

WHEREAS, Escambia County and the City of Pensacola have jointly prepared a three-year LHAP for submission to the Florida Housing Finance Corporation; and

WHEREAS, the Board of County Commissioners finds that it is in the best interest of the public for Escambia County to submit the LHAP to the Florida Housing Finance Corporation for review and approval so as to qualify for said documentary stamp tax funds.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, AS FOLLOWS:

Section 1. That the foregoing recitals are true and correct and incorporated herein by reference.

Section 2. That the Board of County Commissioners of Escambia County, Florida hereby approves the Escambia/Pensacola Local Housing Assistance Plan, attached hereto and

incorporated herein, for submission to the Florida Housing Finance Corporation as required by §§420.907-420-9079, Florida Statutes, for fiscal years: 2019/2020, 2020/2021 and 2021/2022.

Section 3. That the Chairman of the Board of County Commissioners and the County Administrator (or designee) are hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan and to do all things necessary and proper to carry out the term and conditions of said program.

Section 4. That this Resolution shall take effect immediately upon its adoption by the Board of County Commissioners.

ADOPTED this _____ day of April, 2019.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

Lumon J. May, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

Deputy Clerk

(SEAL)

Kristin D. Hual, SACA

BCC Approved _____

03-18-2019

**RESOLUTION
NO. 2019-17**

**A RESOLUTION
TO BE ENTITLED:**

**A RESOLUTION OF THE CITY OF PENSACOLA, FLORIDA,
APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS
REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP
PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA
STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE
CODE; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three- year Local Housing Assistance Plan outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act, and the methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

WHEREAS, as required by *section 420.9075 F.S.*, it is found that five percent (5%) of the local housing distribution plus five percent (5%) of program income is insufficient to adequately pay the necessary costs of administering the Local Housing Assistance Plan. The cost of administering the program may not exceed ten percent (10%) of the local housing distribution plus five percent (5%) of program income deposited into the trust fund; and

WHEREAS, City of Pensacola Housing Division and Escambia County Neighborhood and Human Services Department, Neighborhood Enterprise Division have jointly prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the City Council finds that it is in the best interest of the public for the City of Pensacola to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA:

SECTION 1: The City Council of the City of Pensacola, Florida hereby approves the Escambia/Pensacola Local Housing Assistance Plan as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420.9079, Florida Statutes, for fiscal years: 2019/2020, 2020/2021, and 2021/2022.

SECTION 2: The Mayor of the City of Pensacola, or his designee, is hereby authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan and to do all things necessary and proper to carry out the terms and conditions of said program.

SECTION 3: This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest:

City Clerk

Legal in form and valid as drawn:

City Attorney

Exhibit F
Ordinance

No changes to original Ordinances

Exhibit G
Interlocal Agreement

**INTERLOCAL AGREEMENT BETWEEN THE ESCAMBIA COUNTY
BOARD OF COUNTY COMMISSIONERS AND THE CITY OF PENSACOLA
RELATING TO THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM**

THIS INTERLOCAL AGREEMENT is made and entered into by and between **ESCAMBIA COUNTY**, a political subdivision of the State of Florida, acting by and through its Board of County Commissioners (the "County"), and the **CITY OF PENSACOLA**, a municipal corporation created and existing under the laws of the State of Florida, acting by and through its City Council (the "City").

WITNESSETH:

WHEREAS, the County and the City have legal authority to perform general government services within their respective jurisdiction; and

WHEREAS, the County and the City are authorized by §163.01, Florida Statutes, to enter into Interlocal Agreements and thereby cooperatively utilize their powers and resources in the most efficient manner possible; and

WHEREAS, the William E. Sadowski Affordable Housing Act (Chapter 92-317, Laws of Florida, incorporated herein by reference) created §§420.907-420.9079 Florida Statutes, the "State Housing Initiatives Partnership Program" ("SHIP") (CSFA #40.901), which authorizes funds in the Local Government Housing Trust Fund (the "Fund") to be distributed to approved counties and eligible municipalities within the county pursuant to an Interlocal Agreement; and

WHEREAS, Escambia County is an approved County and the City of Pensacola is an eligible municipality within the County; and

WHEREAS, the County and the City desire to jointly utilize SHIP allocations pursuant to this Agreement; and

WHEREAS, the County and the City have determined that SHIP Program funds can be more effectively and efficiently utilized and managed through an Interlocal Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1. The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated in this Agreement.
2. The County and the City do hereby agree that the SHIP Program funds which are to be distributed to the County and City as provided in §420.9073, Florida Statutes, shall be allocated jointly to the County and City for purposes identified in the mutually approved Escambia/Pensacola Local Housing Assistance Plan (LHAP). The implementation of SHIP Program activities shall be undertaken cooperatively by the County, through its Neighborhood Enterprise Division, and the City, through its Housing Division, in accordance with the Terms and Conditions provided in **Exhibit I**, attached hereto and incorporated herein.
3. Unless earlier terminated pursuant to other provisions of this Agreement, the term of this Agreement shall run concurrent with the distribution of SHIP Program funds which are allocated jointly to the County and the City and shall continue for the duration of the 2020-2022 LHAP.

4. The County and the City direct the Florida Housing Finance Corporation (the "Corporation") to distribute and allocate the SHIP Program funds in accordance with this Interlocal Agreement and authorize the Corporation to rely on the County's and the City's stated intent and their authority to execute this Agreement.

5. The SHIP Program funds so distributed will be deposited in a single depository trust fund account created and managed by Escambia County, which shall be administered by the Finance Division of the Office of the Clerk of the Circuit Court. This account shall be known as the Escambia-Pensacola Local Government Housing Trust Fund (hereinafter referred to as "Local Fund"), to which SHIP funds are distributed by the Corporation. The Corporation will be notified of any change in the Local Fund status and the parties agree to have such Local Fund audited annually as required by Chapter 420, Florida Statutes, and Rule 67-37, Florida Administrative Code. Since all distributions from the Local Fund shall be processed by Escambia County, the parties hereto agree that the Comprehensive Single Entity Audit of the accounts and records of the County with respect to SHIP revenues and expenditures shall constitute the audit for the Interlocal Entity as described in the SHIP Regulations. The parties hereto agree that the Local Fund may be allocated a pro-rata charge by the County based upon the cost of the independent audit.

6. During the term of this Agreement, neither party shall jeopardize the other party's right to receive its allocation from the Local Fund.

7. The parties to this Agreement have both adopted an Affordable Housing Incentive Plan and mutually understand that the relevant law requires the continuing monitoring and implementation of said Plan for the purpose of enhancing and providing affordable housing. Both parties agree to cooperate in ensuring that the requirements and spirit of applicable law are satisfied.

8. Neither party shall use any revenues distributed and allocated for purposes other than those authorized by §420.9072(7), Florida Statutes, or as stipulated in Florida Administrative Rule 67-37, Florida Administrative Code.

9. If at any time during the term of this Agreement, the County or the City believe that the intent of the parties as set forth herein is not being accomplished or that the terms of this Agreement are not fair, such entity may, upon providing ninety (90) days written notice, renegotiate the terms and provisions of this Agreement to be effective on the first day of the next fiscal year. If the parties are unable to renegotiate the terms and provisions of this Agreement prior to the commencement of the next fiscal year, this Agreement shall terminate and be of no further force or effect as to either party and the funds shall be allocated as provided by law.

10. If either party shall cease to be eligible for allocation and distribution of Local Government Housing Trust Fund monies, such party's allocation of the funds shall remain in the Local Fund to be used by the Corporation.

11. The parties to this Agreement shall cooperatively prepare and submit a single consolidated annual report incorporating all activities undertaken with SHIP funds in compliance with reporting provisions of Rule 67-37, Florida Administrative Code.

12. The parties acknowledge 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, as amended. In the event a party fails to abide by the provisions of Chapter 119, Florida Statutes, the other party may, without prejudice to any right or remedy and after giving that party, seven (7) days written notice, during which period the party fails to allow access to such documents, terminate this Agreement.

13. This Agreement shall be governed and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue, for any matter, which is the subject of this Agreement shall be in the County of Escambia.

14. This Agreement shall become effective, after being properly executed by the parties, when filed with the Office of the Clerk of the Circuit Court of Escambia County. The County shall be responsible for such filing.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the respective dates under each signature below.

ESCAMBIA COUNTY, a political subdivision
of the State of Florida,

By: _____
Lumon J. May, Chairman

Attest: Pam Childers
Clerk of the Circuit Court

BCC Approved: _____

By: _____
Deputy Clerk

Kristin D. Hual, SACA

03-18-2019

(S E A L)

CITY OF PENSACOLA, a municipal corporation
chartered in the State of Florida

ATTEST:

By: _____
Grover C. Robinson, IV, Mayor

Ericka L. Burnett, City Clerk

(SEAL)

APPROVED AS TO CONTENT:

LEGAL IN FORM AND VALID
AS DRAWN:

Marcie Whitaker, Pensacola Housing

City Attorney

EXHIBIT I
TERMS AND CONDITIONS
SHIP PROGRAM IMPLEMENTATION

1. **AFFORDABLE HOUSING ADVISORY COMMITTEE:** The County and the City agree to jointly establish and staff the Affordable Housing Advisory Committee (AHAC) in accordance with the provisions of §420.907-9079, Florida Statutes. The City shall solicit and appoint a representative from the City of Pensacola Planning Board and a citizen who resides in the City of Pensacola. All other appointees to the AHAC shall be solicited by the County. The City Council may nominate appointees for the remaining representative positions through the County's solicitation process. All appointments will be jointly approved by the Board of County Commissioners and the City Council.

2. **MORTGAGE/LIEN RELEASES:** Requests for payoffs and mortgage/lien cancellations should be directed to the County if the property is located within the unincorporated areas of the County or to the City if the property is located within the City limits. The preparation of mortgage/lien cancellations shall be prepared by the local jurisdiction in which the property is located and signed by the chief elected official. Any funds to be returned to the SHIP program shall be deposited into the Local Fund. All program income shall be used in accordance with SHIP program guidelines.

3. **MONITORING:** The City will provide files to the County as requested and required for monitoring of the SHIP Program by County auditors and/or the Florida Housing Finance Corporation or its agents.

4. **ANNUAL REPORTS:** The County will serve as the primary agent for preparation and submission of online annual report to Florida Housing Finance Corporation. The City will provide supporting information as required for the County to complete the annual report.

5. **PROJECT SELECTION:** County and City staff will jointly identify projects for funding in accordance with the strategies presented in the Local Housing Assistance Plan. Projects will be solicited and awarded through the County's Purchasing Department with City representation on selection committees. Agreements will be presented to the County for approval.

6. **LOCAL GOVERNMENT VERIFICATION OF CONTRIBUTION:** If approved by Board action, the County Administrator will sign the Local Government Verification of Contribution forms certifying the commitment of local SHIP funds for applicants responding to Request for Applications through the Florida Housing Finance Corporation for housing development project financing.

7. **HOUSING STRATEGY ADMINISTRATION:**

a. The County and the City will administer the replacement housing and housing repair strategies for their respective jurisdictions. The City may choose to have the County reimburse for eligible SHIP expenses within the City limits or may directly pay the contractor provided that all County/LHAP requirements have been met.

b. The City will serve as primary administrator for the homebuyer program county-wide. Applications will be submitted to the City Housing Division and complete application packets will be submitted to the County for review and processing of checks for closing.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 2019-14

City Council

4/11/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

RESOLUTION NO. 2019-14 - FLORIDA DEPARTMENT OF TRANSPORTATION GRANT PROJECT
TITLE CHANGE TO DESIGN/CONSTRUCT AIRFIELD INTERSECTION STORMWATER

RECOMMENDATION:

That City Council adopt Resolution No. 2019-14.

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR OF THE CITY OF PENSACOLA TO COORDINATE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) TO CHANGE THE PROJECT TITLE, SCOPE, AND DELIVERABLES FOR FDOT NUMBER 429609-6; PROVIDING AN EFFECTIVE DATE.

HEARING REQUIRED: No Hearing Required

SUMMARY:

Pensacola International Airport recently updated its Master Plan. The Master Plan is a long-term planning document that provides guidance for the development of the Airport in identifying and prioritizing projects to meet its aviation needs. In order for the City of Pensacola to receive State and Federal funding for work at the Pensacola International Airport, the projects must be included in the Master Plan.

With revised project priorities, the Airport has the need to make changes to the pending FDOT Work Program. Project 429609-6, originally titled Design/Construct Parallel Taxiway Ext.- SE Quadrant, needs to be changed to Design/Construct Airfield Intersection Storm Water Improvements.

FDOT has approved the title change at the District Level but requires the attached Resolution to make the change to the Work Program.

PRIOR ACTION:

January 17, 2019 - City Council approved the Airport Master Plan.

FUNDING:

149

N/A

FINANCIAL IMPACT:

A Public Transportation Grant Agreement will be presented to City Council after the title change resolution is approved. Additionally, a supplemental budget resolution will be presented to City Council once the JPA grant is awarded.

CITY ATTORNEY REVIEW: Yes

3/14/2019

STAFF CONTACT:

Christopher L. Holley, City Administrator
Daniel E. Flynn, Airport Director

ATTACHMENTS:

- 1) Resolution No. 2019-14

PRESENTATION: No

RESOLUTION
NO. 2019-14

A RESOLUTION
TO BE ENTITLED:

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF PENSACOLA TO COORDINATE WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) TO CHANGE THE PROJECT TITLE, SCOPE, AND DELIVERABLES FOR FDOT NUMBER 429609-6; PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City of Pensacola uses the airport management as a tool for scheduling and planning projects at the Pensacola International Airport; and

WHEREAS, FDOT Project Number 429609-6 has earmarked grant funding for the Design/Construct Parallel Taxiway Ext.- SE Quadrant,

WHEREAS, Pensacola International Airport will complete the Design/Construct Parallel Taxiway Ext.- SE Quadrant in a later year,

WHEREAS, Pensacola International Airport wishes to change the project title for FDOT Project Number 429609-6 to Design/Construct Airfield Intersection Storm Water Improvements and revise the scope and deliverables.

NOW, THEREFORE, BE IT REOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA AS FOLLOWS:

SECTION 1. The Mayor is hereby empowered to take all actions necessary to secure the grant, including changing the project title, scope, and deliverables hereunder, and any agreements or documents related hereto.

SECTION 2. This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03 (d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest: _____
City Clerk



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 19-00082

City Council

4/8/2019

SUBJECT:

MONTHLY FINANCIAL REPORT - CHIEF FINANCIAL OFFICER RICHARD BARKER, JR.

Monthly Financial Review



March, 2019



Revenues

March, 2019

- **General Fund**

- Five Months Collected

- Franchise Fee & Public Service Tax - **1.76%**
 - Half-Cent Sales Tax + **3.40%**
 - Communication Services Tax + **1.57%**

- Six Months Collected

- **Municipal Revenue Sharing + 1.88%**



Other Funds

March, 2019

- **Local Option Sales Tax** **+ 11.55%**
- **Local Option Gas Tax** **- 0.58%**
- **Tree Planting Trust Fund** \$434,684
- **Housing Initiatives Fund**
 - City \$34,693
 - CRA \$442,482



Contracts/Expenditures Over \$25,000 Approved By Mayor 3/01/19 – 3/31/19

•Contract Renewals/Extensions

•Big Orange Enterprise, LLC DBA Escape Landscaping & Lawn Care

- Zone 2 & 3 Landscape Maintenance – Parks & Recreation
- SBE – Yes
- Purchase Method – Year 2 of 3 year contract (Quotations)
- \$79,075
- Budgeted – Yes

•Gulf Coast Environmental Contractors

- Zone 4 & 5 Landscape Maintenance – Parks & Recreation
- SBE – Yes
- Purchase Method – Year 2 of 3 year contract (Quotations)
- \$86,500
- Budgeted – Yes



Contracts/Expenditures Over \$25,000 Approved By Mayor 3/01/19 – 3/31/19

•Contract Renewals/Extensions

•**Olameter DPG, LLC**

- Natural Gas Dist. System Leak Survey – Pensacola Energy
- SBE – No
- Purchase Method – Year 2 of 3 year contract (RFP 18-001)
- \$157,282
- Budgeted – Yes

•**Safe Lawn, Inc.**

- Stormwater Maintenance Service Agreement 2019 – Public Works
- SBE – Yes
- Purchase Method – Year 2 of 3 year contract (ITB 18-003)
- \$56,556
- Budgeted – Yes



Contracts/Expenditures Over \$25,000 Approved By Mayor 3/01/19 – 3/31/19

•Contract Renewals/Extensions

•Warren Averett, LLC

- FY 19 Professional Auditing Services – Finance
- SBE – No
- Purchase Method – Year 2 of 5 year contract (RFP 18-010)
- \$90,500
- Budgeted – Yes



Contracts/Expenditures Over \$25,000 Approved By Mayor 3/01/19 – 3/31/19

•Quotations & Direct Negotiations

•**Ballard Partners, Inc.**

- Lobbying Service – Mayor's Office
- SBE – No
- Purchase Method – Direct Negotiations
- \$48,000
- Budgeted – Yes

•**Gulf Coast Environmental Contractors, Inc.**

- Main St. Medians Plant Replacement – Parks & Recreation
- SBE – Yes
- Purchase Method – Quotation
- \$31,800
- Budgeted – Yes



Contracts/Expenditures Over \$25,000 Approved By Mayor 3/01/19 – 3/31/19

•Quotations & Direct Negotiations

•New World Landing, LLC

- Janitorial Cleaning for City Hall – Public Works
- SBE – No
- Purchase Method – Quotations
- \$56,117
- Budgeted – Yes

•Vulcan Construction Materials

- Rip Rap for Repair to Baywoods Gulley – Public Works
- SBE – No
- Purchase Method – Sole Source
- \$47,700
- Budgeted – Yes



Contracts/Expenditures Over \$25,000 Approved By Mayor 3/01/19 – 3/31/19

•State, Federal or Other Buying Contracts

•**Beard Equipment Company**

- John Deer 310L EP Backhoe Loader – Sanitation
- SBE – No
- Purchase Method – Sourcewell (formerly NJPA) Contract# 032515-JDC
- \$81,189
- Budgeted – Yes

•**Johnson Controls, Inc.**

- Retrofit on HVAC Controls at Police Dept. – Public Works
- SBE – No
- Purchase Method – Sourcewell (formerly NJPA) Contract# 030817-JHN
- \$102,224
- Budgeted – Yes

Monthly Financial Review



March, 2019