

**RESOLUTION NO. 2012-273**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDS ON BEHALF OF ST. JOHNS COUNTY; AND AUTHORIZING THE CHAIR OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE THE APPLICATION ON BEHALF OF THE COUNTY**

**RECITALS**

**WHEREAS**, the Housing and Community Services Division seeks authorization to apply to the Florida Department of Economic Opportunity ("DEO") for anticipated funding availability under the Small Cities Community Development Block Grant ("CDBG") for Economic and Community Development; and

**WHEREAS**, the County recognizes the importance of the Florida Small Cities CDBG Economic Development program to facilitate development and jobs for local low income households; and

**WHEREAS**, there will be no consulting expenses to be paid by the County; and

**WHEREAS**, during its August 13, 2012 meeting, the Citizens Advisory Task Force recommended approval submitting an application for said grant funding; and

**WHEREAS**, the Board of County Commissioner previously authorized submission of an application on November 15, 2012 during the previous Florida DEO Small Cities CDBG Economic Development cycle; and

**WHEREAS**, pursuing such a strategy is in the long-term interests of the County.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, as follows:**

**Section 1.** The above recitals are incorporated by reference into the body of this Resolution and such recitals are adopted as findings of fact.

**Section 2.** The Board of County Commissioners hereby authorizes Staff to work with the developer of Silver Creek Assisted Living Facility and their consultant to prepare a grant application as provided above in the amount of \$750,000 on behalf of St. Johns County.

**Section 3.** The Board of County Commissioners further authorizes submission of an application for Florida Small Cities CDBG Program funds on behalf of St. Johns County, Florida, and authorizes the Chairman of the Board of County Commissioners to sign the application for submission to the Florida Department of Economic Opportunity.

**Section 4.** To the extent that there are typographical and/or administrative errors and/or omissions that do not change the tone, tenor, or context of this Resolution, then this Resolution may be revised without the subsequent approval of the Board of County Commissioners.

**PASSED AND ADOPTED** by the Board of County Commissioners of St. Johns County, Florida this 18 day of ~~September~~ 2012.

**BOARD OF COUNTY COMMISSIONERS  
ST. JOHNS COUNTY, FLORIDA**

By: \_\_\_\_\_

J. "Ken" Bryan, Chair

ATTEST: Cheryl Strickland, Clerk

By: \_\_\_\_\_

Sam Hatterman  
Deputy Clerk

RENDITION DATE 9/20/12



(St. Johns County Letterhead)

September 18, 2012

Mr. Bob Dennis, Program Specialist  
Florida Small Cities CDBG Program  
Department of Economic Opportunity  
107 East Madison Street, MSC - 400  
Tallahassee, Florida 32399-6508

RE: St. Johns County is committing to apply for and if funded, manage, a Community Development Block Grant in the Economic Development category. The CDBG funding will be used to construct infrastructure improvements that are required for the development of the Silver Creek Assisted Living Facility. The Silver Creek Assisted Living Facility will be located along the north side of State Road 207, approximately one mile west of the intersection of US 1 & State Road 207 in unincorporated St. Johns County.

Dear Mr. Dennis;

Silver Creek LLLP will own and operate the Silver Creek Assisted Living Facility (ALF) in St. Johns County, Florida. The facility will be located off of State Road 207 approximately one mile west of the intersection of US 1 and SR 207 in unincorporated St. Johns County. The site contains approximately thirty three (33) acres of property, fifteen (15) of the acres will be utilized to construct the Silver Creek Assisted Living Facility. The remaining eighteen (18) acres will be utilized to construct a planned medical office complex which will be phase two of the property's development. Phase two of the property's development is planned for a later date. St. Johns County anticipates Silver Creek LLLP will begin construction of the Silver Creek Assisted Living Facility in St. Johns County as soon as the Department of Economic Opportunity (DEO) reserves funding for this project and completes the site visit that is required as part of the application process.

St. Johns County anticipates Silver Creek LLLP will construct a one hundred thirty six thousand (136,000) square foot ALF. The facility will contain one hundred twenty four (124) assisted living beds and sixty (60) assisted living memory care beds.

As part of St. Johns County's commitment to facilitate the construction of the Silver Creek Assisted Living Facility, St. Johns County is committing to apply for a Community Development Block Grant (CDBG) in the Economic Development Category in the amount of Seven Hundred Fifty Thousand dollars (\$750,000.00) and if funded, administer the CDBG project. The CDBG application will include sewer force main and lift station improvements, water line extensions, left turn lane improvements within SR 207 right-of-way, the construction of an entrance road including sidewalks and the extension of electrical service to the Silver Creek Assisted Living Facility. All of the proposed improvements are required for the development of the Silver Creek Assisted Living Facility in St. Johns County.

Mr. Bob Dennis, Program Specialist  
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Silver Creek LLLP, the developers of the Silver Creek Assisted Living Facility, anticipate the development of the Silver Creek Assisted Living Facility in St. Johns County, Florida will cost nineteen million seven hundred fifty thousand dollars (\$19,750,000.00). One million two hundred fifty thousand dollars (\$1,250,000.00) of the anticipated cost of the development of the Silver Creek Assisted Living Facility is being claimed by Silver Creek LLLP for points in the CDBG Economic Development application.

The owners of the Silver Creek Assisted Living Facility intend on having the facility completed and operational by July 2014. In order to meet this schedule St. Johns County is requesting permission to begin incurring costs related to the construction of the CDBG sewer system, water system, road improvements, sidewalk improvements and electrical line extension included in the CDBG application referenced herein as soon as possible. The County realizes that if the grant is not funded the Department is under no obligation to reimburse the County for any obligations or expenditures that have occurred. Additionally; the County understands that reimbursement of any approved costs will occur only after the CDBG contracts between the Florida Department of Economic Opportunity (DEO) and the County have been executed and the "Release of Funds" is obtained from DEO.

The activities included in the application are as follows:

#	Activity	Explanation	Cost
03J	Sewer Facilities – The installation of a lift station and the installation of one thousand six hundred linear feet (1,600') of force main to provide the Silver Creek Assisted Living Facility with sanitary sewer.		\$ 358,550.00
03J	Water Facilities – The installation of six hundred fifteen linear feet (615') of eight inch water main.		\$ 62,000.00
03K	Street Improvements – Upgrade the left turn lane off of SR 207, and the construction of the entrance road off of SR 207.		\$ 290,000.00
	Other – Sidewalk Improvements – The construction of one thousand linear feet (1,000') of five foot (5') wide sidewalk adjacent to the entrance road.		\$ 19,000.00
	Other – The installation of five hundred feet (500') of three phase electrical power.		\$ <u>20,450.00</u>
	<b>Total</b>		<b>\$ 750,000.00</b>

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Additionally, the following areas are clarified:

1. The Silver Creek Assisted Living Facility will be located within unincorporated St. Johns County. The property has a Future Land Use designation of Planned Unit Development, which allows for the development of the Silver Creek Assisted Living Facility. The Silver Creek Assisted Living Facility's proposed land use conforms to St. Johns County's Land Development Regulations and the County's Future Land Use Plan and is not inconsistent with St. Johns County's Comprehensive Plan.
2. The St. Johns County Comprehensive Plan allows for the use and density as proposed by Silver Creek LLLP's, proposed use of the property.
3. The Silver Creek LLLP project site is located on St. Johns County Property Appraiser's parcel #102782 0043 in unincorporated St. Johns County, Florida. The site is zoned Planned Unit Development, which allows for the proposed Silver Creek Assisted Living Facility.
4. Once the activities proposed in this CDBG Economic Development application are completed, the Anastasia Island wastewater treatment plant and County Road 214 water plant, both of which are owned and operated by St. Johns County, will have sufficient capacity to accept the loads that will be created when the Silver Creek Assisted Living Facility is completed and brought on line.
4. St. Johns County certifies that with the exception of the Economic Development Grant Agreement provided by St. Johns County, no other inducements or preconditions have been made to Silver Creek LLLP for this project by the County except for those included in this letter.
5. St. Johns County anticipates no displacement will occur as part of this project.
6. St. Johns County further certifies that Silver Creek LLLP would not be constructing the proposed the Silver Creek Assisted Living Facility and creating the seventy-six (76) full time equivalent new jobs without the construction of the CDBG funded improvements that are being requested in this application.
7. If at the completion of the project, the threshold cost of \$35,000 per job is not obtained, the County shall continue to track all jobs created as a direct result of the availability of the new public infrastructure by all participating parties and by those businesses or other job-creating entities who later create jobs as a direct result of the availability of the public improvements proposed in this application. The County will only stop tracking new job creation when the specified cost per job threshold is attained.

Mr. Bob Dennis, Program Specialist  
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8. The County certifies that the proposed new infrastructure, which will be paid for with CDBG funds, will only be placed along a public right of way or within a public or private utility easement all of which will be within unincorporated St. Johns County.

The County understanding, as part of this project Silver Creek LLLP, has committed to the following:

1. Silver Creek LLLP has purchased St. Johns County Property Appraiser's parcel number 102782-0043 containing approximately thirty-three (33) acres of property. The property is located along the northern side of State Road 207, approximately one mile west of the intersection of US 1 and State Road 207 in unincorporated St. Johns County, Florida.
2. The cost of the acquisition of the property and the development of the Silver Creek Assisted Living Facility will be a minimum of twenty-one million two hundred fifty thousand dollars (\$21,250,000.00). one million two hundred fifty thousand dollars (\$1,250,000.00) of this cost is being claimed as matching funds in St. Johns County's CDBG Economic Development application.
3. The developers of the Silver Creek Assisted Living Facility anticipate the proposed development will employ seventy-eight (78) full time equivalent individuals when fully in operation. Seventy-six (76) of these new full time equivalent employment positions are being claimed for points in this application. A minimum of thirty-nine (39) of the seventy-six (76) individuals hired to fill these positions that are being claimed for points in the application will be members of low and moderate income families prior to being employed by Silver Creek LLLP. A minimum of thirty-nine (39) full time equivalent low and moderate income employment positions will be assumed by full time employees when the Silver Creek Assisted Living Facility is completed. At least fifty-one per cent (51%) of the total number of people hired by Silver Creek LLLP to fill the new positions at the Silver Creek Assisted Living Facility in St. Johns County will be members of low and moderate income families, prior to their being employed with Silver Creek LLLP. This estimated number of employees needed to operate the Silver Creek Assisted Living Facility is based upon Silver Creek LLLP management entity's, Concordis Senior Living LLC, experience of ongoing management operations at eight existing assisted living facilities in Florida.
4. Supply St. Johns County a completed CDBG E-12 (Pre-employment Household Income Survey form) on each employee who has taken one of the newly created positions and who holds one of the newly created positions at the time the job creation commitment for the CDBG grant is satisfied by Silver Creek LLLP

Mr. Bob Dennis, Program Specialist

September 18, 2012

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5. Supply St. Johns County or its representative with adequate information to complete HUD Form 2880. It is understood by Silver Creek LLLP that this information will be used to document the pecuniary interest and other disclosure requirements of Section 102 of the HUD Reform Act of 1989.
6. Subject to the award of the grant by the Florida Department of Economic Opportunity, Silver Creek LLLP has agreed to enter into a legally binding "Participating Party Agreement" with St. Johns County for the project referenced herein.
7. Silver Creek LLLP would not proceed with the property acquisition and development of the Silver Creek Assisted Living Facility in unincorporated St. Johns County without St. Johns County agreeing to provide the infrastructure improvements included in the Community Development Block Grant Economic Development Application discussed herein.

Whereas, over 51% of the new employees that will be hired by Silver Creek LLLP will be low/moderate income (LMI) persons, the National Objective, Benefit to LMI Persons is realized.

**The Source and Use of Funds is as follows:**

ACT. #	ACTIVITY	CDBG FUNDS	DEVELOPERS INVESTMENT CLAIMED FOR MATCH	DEVELOPERS INVESTMENT NOT CLAIMED FOR MATCH	TOTAL
03J	Sewer Facilities	\$ 358,550.00	0.00	0.00	\$ 358,550.00
03J	Water Line Extension	\$ 62,000.00	0.00	0.00	\$ 62,000.00
03K	Street Improvements	\$ 290,000.00	0.00	0.00	\$ 290,000.00
	Other – Sidewalks	\$ 19,000.00	0.00	0.00	\$ 19,000.00
	Other – Electrical Lines	\$ 20,450.00	0.00	0.00	\$ 20,450.00
01	Acquisition	0.00	0.00	\$ 1,500,000.00	\$ 1,500,000.00
001	Building Construction	0.00	\$ 1,250,000.00	\$ 17,660,000.00	\$ 18,910,000.00
016	Engineering	0.00	0.00	90,000.00	\$ 90,000.00
013	Administration	0.00	0.00	60,000.00	60,000.00
	<b>TOTAL</b>	<b>\$ 750,000.00</b>	<b>\$ 1,250,000.00</b>	<b>\$ 19,310,000.00</b>	<b>\$ 21,310,000.00</b>

\$1,250,000.00 in developer's investment is being claimed for points in this application

Mr. Bob Dennis, Program Specialist  
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If the Department should have any questions concerning St. Johns County's commitment to insuring Silver Creek, LLLP's proposed facility is constructed, please feel free to contact Tom Crawford, St. Johns County Director of Housing and Community Services at (904) 827-6890.

Sincerely,

J. Ken Bryan, Chairman  
St. Johns County Commission



MINUTES AND RECORDS  
500 SAN SEBASTIAN VIEW  
SAINT AUGUSTINE FL 32084

Ref.#: L2237-12  
P.O.#: HG 09-04

PUBLISHED EVERY MORNING SUNDAY THRU SATURDAY  
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA,  
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared **STEVEN SMITH**  
who on oath says that he/she is an Employee of the St. Augustine Record,  
a daily newspaper published at St. Augustine in St. Johns County, Florida:  
that the attached copy of advertisement being a **NOTICE OF HEARING**

In the matter of **FIRST NOTICE CDBG - HEARING SEPTEMBER 4, 2012**  
was published in said newspaper on **08/21/2012**

Affiant further says that the St. Augustine Record is a newspaper published  
at St. Augustine, in said St. Johns County, Florida, and that the said newspaper  
heretofore has been continuously published in said St. Johns County, Florida,  
each day and has been entered as second class mail matter at the post office in the  
City of St. Augustine, in said St. Johns County, for a period of one year preceding  
the first publication of the copy of advertisement; and affiant further says that  
he/she has neither paid nor promised any person, firm or corporation any discount,  
rebate, commission or refund for the purpose of securing the advertisement for  
publication in the said newspaper.

Sworn to and subscribed before me this 21<sup>st</sup> day of AUG - - 2012  
by *Steven Smith* who is personally known to me  
or who has produced as identification

*[Signature]*



(Signature of Notary Public)

(Seal)

**ST. JOHNS COUNTY  
FIRST PUBLIC HEARING NOTICE**

St. Johns County is considering applying to the Florida Department of Economic Opportunity (DEO) under the FFY 2012 funding cycle for a Small Cities Community Development Block Grant (CDBG). The County anticipates the amount of the grant being applied for will be up to Seven Hundred Fifty Thousand Dollars (\$750,000.00). These funds must be used for one of the following purposes:

- 1. To benefit low and moderate income persons;
- 2. To aid in the prevention or elimination of slums or blight; or
- 3. To meet other community development needs of recent origin having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs.

The categories of activities for which these funds may be used are in the areas of housing, neighborhood revitalization, commercial revitalization, or economic development and include such improvement activities as acquisition of real property, loans to private-for-profit business, purchase of machinery and equipment, construction of infrastructure, rehabilitation of houses and commercial buildings, and energy conservation. Additional information regarding the range of activities that may be undertaken will be provided at the public hearing. For each activity that is proposed, at least 70% of the funds must benefit low and moderate income persons.

In developing an application for submission to DEO, St. Johns County must plan to minimize displacement of persons as a result of planned CDBG activities. In addition, St. Johns County is required to develop a plan to assist displaced persons.

A public hearing to receive citizen views concerning the community's economic and community development needs will be held on Tuesday, September 4, 2012 at 9:00 a.m. or as soon thereafter as possible at the St. Johns County Administration Building Auditorium located at 500 San Sebastian View, St. Augustine, FL 32084. For information concerning the public hearing contact: Tom Crawford, Director of Housing and Community Development at 904-827-6891.

The public hearing is being conducted in a handicapped accessible location. Any handicapped person requiring an interpreter for the hearing, impaired or the visually impaired should contact Wayne Facetti, at (904) 209-0452 at the St. Johns County Administration Building, 500 San Sebastian View, St. Augustine, FL 32084 at least five calendar days prior to the meeting and an interpreter will be provided. Any non-English speaking person wishing to attend the public hearing should contact Wayne Facetti at least five calendar days prior to the meeting and a language interpreter will be provided. Any handicapped person requiring special accommodation at this meeting should contact Wayne Facetti at least five calendar days prior to the meeting.

St. Johns County is a Fair Housing/Equal Opportunity/Handicap Accessible Jurisdiction.

**BOARD OF COUNTY COMMISSIONERS**  
OF ST. JOHNS COUNTY, FLORIDA  
CHERYL STRICKLAND, CLERK  
By Yvonne Kins, Deputy Clerk  
L2237-12 Aug 21, 2012



**Application for Funding**  
**Florida Small Cities Community Development Block Grant (CDBG)**

Applicant: St. Johns County  
(Name of Local Government)

- Commercial Revitalization       Housing Rehabilitation
- Neighborhood Revitalization       Economic Development

Federal Fiscal Year 2012

Application Due Date: October 1, 2012

Mailing Address: Department of Economic Opportunity  
Bureau of Housing and Community Development  
107 East Madison Street – MSC 400  
Tallahassee, Florida 32399-6508

Telephone: (850) 717-8405  
Fax: (850) 922-5609

Web: <http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/community-development-block-grant-program>

## **Part II – Application Profile and General Scoring Criteria**

## Application Profile Form G-1

**Local Government Contact Information:**

Local Government Name: St. Johns County																	
Street Address: 500 San Sebastian View																	
Mailing Address (if different): N/A																	
City: St Augustine	Zip Code: 32084																
Main Telephone: (904) 209-0655	Main Facsimile: (904) 209-0310																
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Chief Elected Official: J. Ken Bryan</td> <td>Title: Chairman, Board of County Commissioners</td> </tr> <tr> <td>Telephone: (904) 209-0305</td> <td>Facsimile: (904) 209-0310</td> </tr> <tr> <td colspan="2">E-mail Address: bccd5@sjcfi.us</td> </tr> </table>		Chief Elected Official: J. Ken Bryan	Title: Chairman, Board of County Commissioners	Telephone: (904) 209-0305	Facsimile: (904) 209-0310	E-mail Address: bccd5@sjcfi.us											
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E-mail Address: bccd5@sjcfi.us																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Financial Officer: Allen MacDonald (Local Government)</td> <td>Title: Finance Director</td> </tr> <tr> <td>Telephone: (904) 819-3669</td> <td>Facsimile: (904) 819-3697</td> </tr> <tr> <td colspan="2">E-mail Address: fincoc@sjccoc.us</td> </tr> </table>		Financial Officer: Allen MacDonald (Local Government)	Title: Finance Director	Telephone: (904) 819-3669	Facsimile: (904) 819-3697	E-mail Address: fincoc@sjccoc.us											
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<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Project Contact: Tom Crawford (Local Government)</td> <td>Title: Director, St. Johns County Housing and Community Services Division</td> </tr> <tr> <td>Telephone: (904) 827-6891</td> <td>Facsimile: (904) 827-6899</td> </tr> <tr> <td colspan="2">E-mail Address: tcrawford@sjcfi.us</td> </tr> <tr> <td colspan="2">Street Address: 500 San Sebastian View</td> </tr> <tr> <td>City: St. Augustine</td> <td>State: Florida</td> </tr> <tr> <td>Local Government's Grant Consultant: Fred Fox (if applicable)</td> <td>Zip Code: 32084</td> </tr> <tr> <td colspan="2">Name and Address of Firm: Fred Fox Enterprises, Inc., 26 Spanish Street, St. Augustine, FL 32084</td> </tr> <tr> <td colspan="2">Telephone Number: (904) 810-5183</td> </tr> </table>		Project Contact: Tom Crawford (Local Government)	Title: Director, St. Johns County Housing and Community Services Division	Telephone: (904) 827-6891	Facsimile: (904) 827-6899	E-mail Address: tcrawford@sjcfi.us		Street Address: 500 San Sebastian View		City: St. Augustine	State: Florida	Local Government's Grant Consultant: Fred Fox (if applicable)	Zip Code: 32084	Name and Address of Firm: Fred Fox Enterprises, Inc., 26 Spanish Street, St. Augustine, FL 32084		Telephone Number: (904) 810-5183	
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Name and Address of Firm: Fred Fox Enterprises, Inc., 26 Spanish Street, St. Augustine, FL 32084																	
Telephone Number: (904) 810-5183																	

**Application Profile  
Form G-1 (Continued)**

<b>Application Preparer Information</b>	
Preparer's Name: Fred D. Fox, Fred Fox Enterprises, Inc.	Organization Preparing Application: <input checked="" type="checkbox"/> Private <input type="checkbox"/> RPC <input type="checkbox"/> Local Government
Street Address: 26 Spanish Street	
City: St. Augustine	State: Florida      Zip Code: 32084
Telephone: (904) 810-5183	Facsimile: (904) 810-5302
E-mail Address: <a href="mailto:fred.fox@fredfoxenterprises.com">fred.fox@fredfoxenterprises.com</a>	
<p><b>Application Type:</b> Indicate the type(s) of funding requested. A completed application must include the appropriate sections as provided below. <b>A Planning and Design Specifications grant will not be offered unless the appropriate Planning and Design Specifications Grant box(es) are checked.</b> (These grants are not a separate category but may be offered to an applicant in Neighborhood Revitalization or Commercial Revitalization with an application score below the fundable range for a full grant and which does not have completed construction plans and specifications.)</p>	
<input type="checkbox"/> Commercial Revitalization (Part IV)	<input checked="" type="checkbox"/> Economic Development (Part V)
<input type="checkbox"/> Housing Rehabilitation (Part VI)	<input type="checkbox"/> Neighborhood Revitalization (Part VII)
<input type="checkbox"/> Planning and Design Specifications Grant – Neighborhood Revitalization	<input type="checkbox"/> Planning and Design Specifications Grant – Commercial Revitalization
If you will accept a Planning and Design Specifications Grant, indicate amount being requested for:	
Basic Engineering \$	Additional Engineering \$      Administration \$
<p><b>Funding Preference:</b> The applicant may submit a Commercial Revitalization and a Housing Rehabilitation application, or a Commercial Revitalization and a Neighborhood Revitalization application, but not a Housing and a Neighborhood application. Applicants will not be considered for an additional Commercial Revitalization, Housing Rehabilitation or Neighborhood Revitalization grant until all previously awarded Planning and Design Specifications grants have been administratively closed by the Department.</p>	
Did you submit more than one application? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If so, what category of funding do you prefer? <input type="checkbox"/> Neighborhood Revitalization <input type="checkbox"/> Commercial Revitalization <input type="checkbox"/> Housing Rehab.	
Date First Public Hearing Notice was Published:	Date Second Public Hearing Notice Was Published:
Date of First Public Hearing: 9/4/2012	Date of Second Public Hearing: 9/18/2012

Application Profile  
Form G-1 (Continued)

<b>Demographics</b>	
U.S. Congressional District Number: 7 <sup>th</sup>	
Florida Senate District Number: 1 <sup>st</sup> , 5 <sup>th</sup> & 8 <sup>th</sup>	Florida House District Number: 20 <sup>th</sup>
Census Place: Census Tract(s): 21100	Census Block Group(s):
<b>Grant Request:</b> Maximum grant requests are based on the jurisdiction's LMI population as determined by HUD. Please see the table below.	
<b>LMI Population</b>	
1 - 499	<b>Maximum Grant Request</b>
500 - 1,249	\$600,000.00
1,250 - 3,999	\$650,000.00
4,000 - and above	\$700,000.00
Local Government's LMI Population: 32,655	Grant Request: \$750,000.00
Answer the following questions by circling the correct response.	
<b>Historic Preservation</b> Will the project impact a building, public improvement or planned open space more than 50 years old? (See instructions.)	Yes      No <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Interlocal Agreement</b> Will project activities require an interlocal agreement? If <b>yes</b> , the interlocal agreement must be provided in the Supporting Documentation Section. (See instructions.)	Yes      No <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>State of Financial Emergency</b> Has the local government been declared to be in a state of financial emergency pursuant to Section 218.50 - 218.504, F.S., at any time during the two years prior to submission of the application? Check at <a href="http://www.leg.state.fl.us/cgi-bin/view_page.pl?file=financial-emergencies.cfm&amp;Directory=committees/joint/cla&amp;Tab=committees">http://www.leg.state.fl.us/cgi-bin/view_page.pl?file=financial-emergencies.cfm&amp;Directory=committees/joint/cla&amp;Tab=committees</a>	Yes      No <input type="checkbox"/> <input checked="" type="checkbox"/>
<b>Grant Preparation Costs</b> The applicant may request grant funds for the cost of grant application preparation. See instructions if funds are requested.	
Does the applicant wish to request grant funds for the cost of grant application preparation?	Yes      No <input type="checkbox"/> <input checked="" type="checkbox"/>
Amount: \$	If <b>yes</b> , grant preparation cost documentation must be included in the Supporting Documentation Section.
<b>National Flood Insurance Program</b> - Indicate whether or not the local government is a current participant in the NFIP.	
	Yes      No <input checked="" type="checkbox"/> <input type="checkbox"/>

**Project Narrative  
Form G-2**

Describe the proposed project using the guidelines in the instructions. Use additional pages as needed. Please see the instructions on the following page relating to applications for Economic Development loans. Specific directions for Commercial Revitalization and Economic Development application narratives can be found in the instructions provided for each respective category.

Silver Creek, LLLP was created by Mitchell R. Montgomery, the principal of Montgomery Land Company which will be the real estate holding company for the proposed Silver Creek Assisted Living Facility (ALF). The Silver Creek ALF will be located adjacent to SR 207, St. Augustine, Florida 32084 (RE Parcel# 102782 0043). The property is located on the north side of State Road 207, west of Holmes Boulevard in unincorporated St. Johns County, Florida. Montgomery Land Company is an established real estate development company in Northeast, Florida. Founded in 1976, as Montgomery Homes, Inc., the company was initially involved primarily in the custom housing construction market until the mid 1980's. In 1986 Montgomery Land Company was established. Since 1986 Montgomery Land Company has focused on the development of residential communities in partnership with Northeast Florida's leading builders. While the Silver Creek ALF is Montgomery Land Company's first ALF facility, they have selected Concordis Senior Living, LLC to manage and operate the facility. Concordis Senior Living, LLC currently owns or operates eight (8) assisted living facilities in Florida. These include the following:

1. Lexington Park Assisted Living and Memory Care, Lady Lake (The Villages), FL
2. Hampton Manor Gardens Assisted Living Facility, Dunnellon, FL
3. Hampton Manor 24<sup>th</sup> Road Assisted Living Facility, Ocala, FL
4. Hampton Manor North Memory Care Only Assisted Living Facility, Ocala, FL
5. Hampton Manor Belleview Assisted Living Facility, Belleview, FL
6. Hampton Manor Deerwood Assisted Living Facility, Ocala, FL
7. Hampton Manor Ormond Beach Assisted Living and Memory Care, Ormond Beach, FL
8. Hampton Manor West Assisted Living Facility, Dunnellon, FL

The Silver Creek ALF facility will be located on approximately 15 acres of the 33 acre property site. The building will contain approximately one hundred thirty six thousand (136,000) square feet of space. The facility will contain one hundred twenty four (124) assisted living beds and sixty (60) assisted living memory care beds. When the Silver Creek ALF facility is fully operational, the facility will employ seventy-eight (78) full time permanent employees.

Silver Creek, LLLP recently purchased the property from Alostar Bank of Commerce, an Alabama banking corporation. The property was purchased for one million five hundred thousand dollars (\$1,500,000.00). The property is located in unincorporated St. Johns County adjacent to SR 207, St. Augustine, Florida (RE# 102782-0043). The site is located approximately one mile west of the City of St. Augustine.

**Project Narrative  
Form 2-06 (cont.)**

Silver Creek LLLP anticipates spending approximately nineteen million dollars (\$19,000,000.00) constructing the Silver Creek ALF facility. One million two hundred fifty thousand dollars (\$1,250,000.00) of the nineteen million dollars (\$19,000,000.00) in development cost is being claimed for points in this application.

The funds being claimed for points in this application will be expended after the date of the DEO site visit and before the project's administrative closeout.

The CDBG funding being requested in this application will be used to construct a sewer lift station with one thousand six hundred linear feet (1,600') of force main, six hundred fifteen feet (615') of eight inch (8") water main, five hundred feet (500') of three phase electrical line. In addition five hundred feet (500') of roadway improvements and a left turn lane off of State Road 207 will be constructed. One thousand feet (1,000') of new sidewalk, as required by the St. Johns County development codes, will also be constructed. The Silver Creek ALF facility will be connected to the central water and sewer systems owned and operated by St. Johns County. The Silver Creek ALF facility will be connected into the Anastasia Island Wastewater Treatment Plant and will be served by the County Road 214 Water Treatment Plant both of which have adequate capacity to accept the Silver Creek ALF facility.

Once the infrastructure improvements have been completed, St. Johns County will take possession of them.

Silver Creek, LLLP is estimating the Silver Creek ALF facility will result in the creation of, a minimum of seventy-eight (78) full time equivalent employment positions. Seventy-six (76) of these new, full time equivalent employment positions are being claimed for points in this application. A minimum of thirty-nine (39) of the seventy-six (76) individuals employed as a result of the Silver Creek ALF facility will be members of low and moderate income families prior to being employed at the Silver Creek ALF facility. All thirty-nine (39) full time equivalent low and moderate income positions claimed for points in this application will be full time positions. If the Silver Creek ALF facility employs more than Seventy-six (76) individuals, at least fifty-one percent (51%) of the individuals employed will be members of low and moderate income families prior to their employment with the Silver Creek ALF facility. Thus the national objective "Benefit to Low and Moderate Income Persons" will be realized by this project.

Silver Creek, LLLP anticipates having the property acquired, the facility commencing construction in the spring of 2013 and fully operational by the summer of 2014. In order to expedite the construction of the infrastructure improvements being constructed with CDBG funding, St. Johns County is requesting permission to incur pre-agreement costs for the construction phases of the project which would be reimbursable once the grant contract is finalized.



**Project Narrative  
Form 2-06 (cont.)**

In order to facilitate the construction of the Silver Creek ALF facility in unincorporated St. Johns County the following infrastructure improvements will need to be carried out by St. Johns County utilizing the CDBG funding requested herein:

#	Activity	Explanation	Cost
03J	Sewer Facilities	The installation of a lift station and the installation of one thousand six hundred linear feet (1,600') of force main to provide the Silver Creek Adult Living Facility with sanitary sewer.	\$ 358,550.00
03J	Water Facilities	The installation of six hundred fifteen linear feet (615') of eight inch water main.	\$ 62,000.00
03K	Street Improvements	Upgrade the left turn lane off of SR 207, and the construction of the entrance road off of SR 207.	\$ 290,000.00
	Other	Sidewalk Improvements - The construction of one thousand linear feet (1,000') of five foot (5') wide sidewalk adjacent to the entrance road.	\$ 19,000.00
	Other	The installation of five hundred feet (500') of three phase electrical power	\$ <u>20,450.00</u>
	<b>Total</b>		<b>\$ 750,000.00</b>

The improvements detailed herein are the minimum necessary to allow for the construction of the Silver Creek ALF facility.

No spin off jobs are anticipated from the construction of the Silver Creek ALF facility.

St. Johns County anticipates the construction of the Silver Creek ALF facility will generate an increase in property tax revenues of approximately two hundred seventy thousand dollars (\$270,000.00) per year.

If the cost of constructing the proposed improvements exceeds the \$750,000.00 in CDBG funding that is being requested herein, Silver Creek, LLLP has agreed to assume the additional cost of the lift station upgrades, sanitary sewer force main construction, water line extension, electrical line extension, sidewalk and road improvements requested in the CDBG application.

**Project Narrative  
Form 2-06 (cont.)**

Silver Creek LLLP anticipate the construction and operation of the proposed Silver Creek ALF facility will create the following jobs:

Position Title	Number of FTE jobs	Estimated Annual Salary/ Position
Executive Director	1.0	\$ 80,000.00
Director of Nursing	1.0	\$ 50,000.00
Dietary Director	1.0	\$ 40,000.00
Marketing Director	2.0	\$ 60,000.00
Housekeeping Supervisor	1.0	\$ 29,904.00
Maintenance Supervisor	1.0	\$ 35,304.00
Life Enrichment Coordinators	2.0	\$ 33,120.00
Nurses	4.0	\$ 36,480.00
Administrative Assistant	1.0	\$ 32,400.00
Receptionist	2.0	\$ 28,800.00
Resident Care Assistants	38.0	\$ 19,200.00
Housekeepers	4.0	\$ 17,280.00
Laundry	3.0	\$ 17,280.00
Cooks	4.0	\$ 22,080.00
Dietary Aids	3.0	\$ 16,800.00
Dietary Servers	8.0	\$ 16,800.00
Maintenance Technician	1.0	\$ 23,040.00
Transportation	1.0	\$ 22,080.00
<b>Total</b>	<b>78.0</b>	<b>\$ 580,568.00</b>

The majority of the seventy-eight (78) jobs created by the Silver Creek ALF facility described herein, will require minimum training and will be made available to low and moderate income persons with a high school education. Any training needed for an entry level employee will be provided as on the job training by Silver Creek, LLLP, or its designated operating entity.

**Project Narrative  
Form 2-06 (cont.)**

The source and use of all funds associated with the project are as follows:

ACT. #	ACTIVITY	CDBG FUNDS	DEVELOPERS INVESTMENT CLAIMED FOR MATCH	DEVELOPERS INVESTMENT NOT CLAIMED FOR MATCH	TOTAL
03J	Sewer Facilities	\$ 358,550.00	0.00	0.00	\$ 358,550.00
03J	Water Line Extension	\$ 62,000.00	0.00	0.00	\$ 62,000.00
03K	Street Improvements	\$ 290,000.00	0.00	0.00	\$ 290,000.00
	Other - Sidewalks	\$ 19,000.00	0.00	0.00	\$ 19,000.00
	Other - Electrical Lines	\$ 20,450.00	0.00	0.00	\$ 20,450.00
01	Acquisition	0.00	0.00	\$ 1,500,000.00	\$ 1,500,000.00
001	Building Construction	0.00	\$ 1,250,000.00	\$ 17,660,000.00	\$ 18,910,000.00
016	Engineering	0.00	0.00	\$ 90,000.00	\$ 90,000.00
013	Administration			\$ 60,000.00	\$ 60,000.00
	<b>TOTAL</b>	<b>\$ 750,000.00</b>	<b>\$ 1,250,000.00</b>	<b>\$ 19,310,000.00</b>	<b>\$ 21,310,000.00</b>

\$ 1,250,000.00 in developer's investment to construct the ALF facility is being claimed for points in this application

Whereas, seventy-six (76) new full time equivalent (FTE) jobs which are being claimed for points will be created, the average cost per job for CDBG funds expended will be \$9,868.41, which is less than the \$35,000 per job threshold set by HUD.

The entire project will take place within unincorporated St. Johns County, Florida.

**Project Narrative  
Form G-2-ED-LOAN**

Specific directions for Economic Development application narratives can be found in the instructions provided for the Economic Development category.

**If applying for a CDBG Economic Development grant, and a loan will be made from the CDBG funds, provide the following information:**

1. Specify the exact corporate, personal, or partnership name of the proposed borrower(s) and guarantor(s).			
2. Specify the amount of the CDBG loan request, the proposed interest rate, the proposed term of the loan, and the frequency and amount of payment. The interest rate may be no less than 5.5 percent per annum below the prime interest rate as of the date of the application, but in no case may be it less than 4.0 percent per annum.			
Loan Request: \$	Proposed Interest Rate: %	Proposed Term of Loan:	Frequency and Amount of Payment:
3. Specify the type and value of collateral offered and proposed lien or mortgage position of the CDBG loan.			
Type of Collateral:	Value of Collateral: \$	Proposed Lien or Mortgage Position:	
4. Specify why a loan of CDBG funds to a Participating Party is necessary for the project to work. A declarative statement by the Participating Party or the local government is not adequate. A quantitative explanation must be provided that justifies the amount and terms of the CDBG loan based on:			
<ul style="list-style-type: none"> <li>• Filling a documented and quantified financial gap, or</li> <li>• Providing a funding mechanism to motivate a Participating Party to locate within an economically distressed area of the jurisdiction by paying the increased cost of locating to that distressed area, or</li> <li>• Creating a reasonable rate of return for a Participating Party when, without the infusion of CDBG funds, the rate of return is such that the Participating Party will not make the investment necessary for the job creation to occur, or</li> <li>• Providing a funding mechanism to "level the playing field," from a cost perspective in a Participating Party's decision to choose between locating in the local government's jurisdiction and locating in another state.</li> </ul>			

**General Scoring Criteria  
Form G-3**

<p><b>1. Enter the Local Government's Community-Wide Needs Score</b> This document is posted to the Department's website at: <a href="http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants">http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants</a> <b>(Transfer this score to line 1. of the Application Scoring Summary page – Part VIII, page 4.)</b></p>	<p><b>Score:</b> _____</p>																								
<p><b>2. Special Designation Score</b> Check all applicable designations and enter a score of 20 if all activities are within any of the boundaries of the following designated areas. <b>(Transfer this score to line 3a. of the Application Scoring Summary page.)</b></p> <p><input type="checkbox"/> Empowerment Zone, Enterprise Community, or Champion Community, pursuant to the Economic Empowerment Act of 1993 <i>(Note: These designations have expired.)</i></p> <p><input type="checkbox"/> Area of Critical State Concern pursuant to Chapter 380.05, F.S.</p> <p><input type="checkbox"/> HUD-designated Renewal Community</p> <p><input type="checkbox"/> Rural Area of Critical Economic Concern designated by the Governor or <input type="checkbox"/> Rural Economic Development Initiative (REDI) community</p> <p><input type="checkbox"/> Florida Enterprise Zone pursuant to Chapter 290.0065, F.S.</p> <p><input type="checkbox"/> Front Porch Community</p>	<p><b>Score:</b> 0.00</p>																								
<p><b>3. Grant History Score:</b> If the applicant has not had an open CDBG contract in the NR, CR, or HR categories within five years of application deadline, claim 100 points. <b>(Transfer this score to line 3b. of the Application Scoring Summary page.)</b></p>	<p><b>Score:</b> 0.00</p>																								
<p><b>4. Outstanding Performance in Equal Employment Opportunity (EEO)</b> <b>M/WBE Contracting:</b> The applicant may claim <b>up to 25 points</b> for achievement in Minority-/Women-Owned Business Enterprises (M/WBE) contracting in the most recent CDBG grant administratively closed out not more than four years before application deadline date. Review the M/WBE reports submitted to DCA/DEO for that grant and enter a score based on the achievement reported.</p>																									
<p><b>Most Recent Administratively Closed CDBG Contract Number:</b> _____</p>																									
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">Amount Awarded to M/WBE firms</td> <td style="width: 10%; padding: 5px; text-align: center;">÷</td> <td style="width: 30%; padding: 5px;">Total Prime Contracts Amount</td> <td style="width: 30%; padding: 5px;">_____ M/WBE %</td> </tr> <tr> <td style="padding: 5px;"><b>M/WBE %</b></td> <td></td> <td style="padding: 5px;"><b>Points</b></td> <td></td> </tr> <tr> <td style="padding: 5px;">5.0 – 9.99%</td> <td></td> <td style="padding: 5px;">5</td> <td></td> </tr> <tr> <td style="padding: 5px;">10.0 – 14.99%</td> <td></td> <td style="padding: 5px;">10</td> <td></td> </tr> <tr> <td style="padding: 5px;">15.0 – 19.99%</td> <td></td> <td style="padding: 5px;">20</td> <td></td> </tr> <tr> <td style="padding: 5px;">20.00%+</td> <td></td> <td style="padding: 5px;">25</td> <td></td> </tr> </table>	Amount Awarded to M/WBE firms	÷	Total Prime Contracts Amount	_____ M/WBE %	<b>M/WBE %</b>		<b>Points</b>		5.0 – 9.99%		5		10.0 – 14.99%		10		15.0 – 19.99%		20		20.00%+		25		<p><b>X 100 =</b> _____</p>
Amount Awarded to M/WBE firms	÷	Total Prime Contracts Amount	_____ M/WBE %																						
<b>M/WBE %</b>		<b>Points</b>																							
5.0 – 9.99%		5																							
10.0 – 14.99%		10																							
15.0 – 19.99%		20																							
20.00%+		25																							
<p>If the applicant has not administratively closed out a CDBG grant within four years of the application deadline date, score 5 points.</p>																									
<p><b>4a. M/WBE Contracting Score:</b> _____ (Maximum 25 points)</p>																									

**General Scoring Criteria  
Form G-3 (Continued)**

**Local Government Minority Employment:** The applicant may claim up to 60 points for meeting minority employment goals. Complete the table below to calculate the applicant's percentage of minority employees. See instructions for calculations.

Number of Permanent Full-time Equivalent Minority Applicant Employees	÷	Number of Permanent Full-time Equivalent Applicant Employees	=	Applicant's Percentage of Minority Employees  %
Enter percentage of minorities in the applicant's county: _____ %				
If the "Prorated 60 Points Score" is claimed, complete the following equation:				
Applicant's Percentage of Minority Employees	÷	Percentage of Minorities in Applicant's County	=	Applicant's Percentage of Minority Employees  X 60 =
If the applicant has three (3) or less employees, 40 points may be claimed.				
<b>4b. Local Government Minority Employment Score (60 Points Maximum):</b> _____				
<b>5. Outstanding Performance in Fair Housing</b>				
The applicant may claim five points for each of the following Fair Housing goals. See instructions for guidelines and documentation requirements.				
	<b>Date</b>	<b>Score</b>		
5a. Date Fair Housing Ordinance Adopted:	10/30/1990	_____		
5b. Date of training or educational program designed for the general public and elected officials:	_____	_____		
5c. Date of training or educational program designed for professionals:	_____	_____		
<b>5d. Total Fair Housing (5a+5b+5c) Score (15 Points Maximum):</b> _____				

**Outstanding Performance in EEO and Fair Housing (4a+4b+5d) Score:**  
(Transfer this score to line 2. on the Application Scoring Summary page – Part VIII, page 4.)

(100 points maximum.)

## **Part III – Sources and Uses of Non-CDBG Funds (Leverage)**

**Sources and Uses of Non-CDBG Funds  
Private, Participating Party, Public Leverage from Non-Local and Local Funding Sources  
Form L-1**

Activity #	Source	Amount Claimed for Scoring	Amount Not Claimed for Scoring	Type (Participating Party, Loan, Grant, Local Government Funds, Donated Land, or Other Leverage)
01	Participating Party	\$1,250,000	\$19,310,000	Participating Party
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
	Totals	\$1,250,000	\$19,310,000	
	Total Leverage Claimed for Scoring	\$1,250,000.00		

Use the preceding totals to compute the number of points you are claiming for leverage scoring on the next page.





**Part V – Economic Development (CDBG-E)**

**Job Creation/Retention and LMI Benefit Impact Score  
Form E-1**

<b>1. Average Cost per Beneficiary Score</b>	
Cost per FTE job: (\$34,999 max.)	1a. Total CDBG funds requested ÷ Total # of FTE jobs created or jobs retained = \$ <u>9,868.42</u>
Enter points based on the following:	
\$ 1.00 - \$ 9,999.99	175 points
\$ 10,000.00 - \$ 19,999.99	160 points
\$ 20,000.00 - \$ 34,999.99	150 points
\$ 35,000.00 or more	Loss of funding reservation
	<b>1b. Enter Score: <u>175.00</u> (175 Points Maximum)</b>
<b>2. Low-to-Moderate Income (LMI) Beneficiary Impact Score</b>	
2a. Number of FTE Jobs to be Created/Retained for LMI Persons ÷ Total Number of FTE Jobs Created/Retained = _____%	
Enter points based on the following:	
0 to 50.99%	Loss of funding reservation
51% and above	0 points
<b>Or</b> If a national objective is to be attained under the provisions of 24 CFR Section 570.483(b)(4)(iv) or (v)	0 points
	<b>2b. Enter Score: <u>0.00</u> (0 Points Maximum)</b>

**Job Creation/Retention and LMI Benefit Impact Score  
Form E-1 (Continued)**

**3. Full-time Equivalent LMI Jobs Score**

3a. Number of hours to be worked on an annual basis by all created/retained LMI job employees 78,000 divided by 2,000 hours = 39 Total Number of FTE LMI jobs.

Enter the points below based on the following number of FTE LMI jobs.

Under 12 jobs	150 points
12-18 LMI jobs	160 points
19 or more LMI jobs	175 points
<b>3b. Enter Score: 175 (175 Points Maximum)</b>	

**4. Unemployment Level Score**

Applicants (Cities and Counties) may score points if the most recent unemployment percentage for their County exceeds the most recent Seasonably Adjusted Unemployment percentage for the entire State by .01 or more. Locate the range below that reflects the most recent unemployment percentage above the applicant's county unemployment percentage and enter score.

Under .1% Over State Unemployment Level	0 points
.1% to 1% Over State Unemployment Level	10 points
1.1% to 1.75% Over State Unemployment Level	15 points
1.76% to 2.5% Over State Unemployment Level	20 points
2.51% + Over State Unemployment Level	25 points
<b>4a. Enter Score: _____ (25 Points Maximum)</b>	

## Other Community Development Activities

<p><b>5. Economic Development Element of the Local Government's Comprehensive Plan Score</b></p>	<p>Has the local government adopted an Economic Development Element to its Comprehensive Plan in conformance with Chapter 163, F.S.?</p> <p> <input type="checkbox"/> Yes (30 points)                  <input checked="" type="checkbox"/> No (0 points)         </p> <p>If yes, include a copy of the Economic Development Element with the application and include evidence of adoption of the Element by the local government.</p> <p style="text-align: right;">5a. Score: <u>0.00</u> (30 Points Maximum)</p>
<p><b>6. Investment Ratio – For CDBG Loans Only</b></p>	<p>For projects where a loan is proposed, calculate the ratio of CDBG loan funds requested by each Participating Party to all eligible leverage funds. If the CDBG funds to be loaned to a Participating Party constitute more than 50% of the total funds to be invested by the Participating Party at the job creation location, the project will lose its funding reservation.</p> <p>Name of Participating Party: _____</p> <p>A. CDBG Funds Requested for a CDBG loan to a Participating Party (does not include requested CDBG administrative cost) \$ _____</p> <p>B. Total private funds to be spent at the job creation location by a Participating Party: \$ _____</p> <p>C. Private Investment Ratio [2(B) ÷ 2(A)] Carried to four decimal places = . _____</p> <p>If 6C is .9999 or less score reduction = <u>Loss of funding reservation</u></p> <p>If 6C is 1.0 or greater, score reduction = zero points <u>0 Points</u></p> <p><b><i>If proposing to offer a CDBG loan to more than one Participating Party, a separate calculation must be done for each Participating Party.</i></b></p>

**Total Funds Required for CDBG Project  
Form E-2**

Activity #	A Activity Name (If you wish to undertake an activity that is not listed below, contact the CDBG Program for assistance.)	B RUS Engineering Table	C CDBG Funds	D Participating Party Leverage Funds	E Public Leverage from Local & Non-Local Sources	F Other Funds Required-Not Scored as Leverage	G Total Funds Contributed to Project
17A	Acquisition (in Support of)	No Engineering	\$	\$ 0.00	\$	\$ 1,500,000.00	\$ 1,500,000.00
17C	Building Construction	Table II	\$	\$ 1,250,000.00	\$	\$ 17,660,000.00	\$ 18,910,000.00
04	Demolition of Vacant Dilapidated Buildings	No Engineering	\$	\$	\$	\$	\$
17B	Water Facilities (Water Treatment Plant, Tanks, Wells)	Table I	\$	\$	\$	\$	\$
17B	Water Lines	Table II	\$ 62,000.00	\$	\$	\$	\$ 62,000.00
17B	Sewer Facilities	Table I	\$ 358,550.00	\$	\$	\$	\$ 358,550.00
17B	Fire Protection	XX	\$	\$	\$	\$	\$
17B	Flood and Drainage	Table II	\$	\$	\$	\$	\$
17B	Street Improvements	Table II	\$ 290,000.00	\$	\$	\$	\$ 290,000.00
17D	Parking Facilities	Table II	\$	\$	\$	\$	\$
17C	Relocation of Utilities to Underground	Table II	\$	\$	\$	\$	\$
17B	Solid Waste Disposal	Table II	\$	\$	\$	\$	\$
08	Relocation	No Engineering	\$	\$	\$	\$	\$
17C	Rehabilitation of Commercial Buildings	Table II	\$	\$	\$	\$	\$
17C	Removal of Architectural Barriers in Public Buildings	Table II	\$	\$	\$	\$	\$
18A	Direct Assistance to For Profits	As Applicable	\$	\$	\$	\$	\$
16B	Historic Rehabilitation and Preservation	Table II	\$	\$	\$	\$	\$
	ED Other - Describe Sidewalks		\$ 19,000.00	\$	\$	\$	\$ 19,000.00
	ED Other - Describe Electrical Lines		\$ 20,450.00	\$	\$	\$	\$ 20,450.00
<b>For Non-CDBG Funds Only</b>							
	Initial Inventory (Start-Ups Only)	No Engineering	\$	\$	\$	\$	\$
	Increase Inventory	No Engineering	\$	\$	\$	\$	\$
	Non-Capitalized Tools and Equipment	No Engineering	\$	\$	\$	\$	\$
	Other - Describe		\$	\$	\$	\$	\$
	Totals (Columns C, D, E and F)		\$ 750,000.00	\$ 1,250,000.00	\$	\$ 19,160,000.00	\$ 21,160,000.00
	Total Funds Required to Complete CDBG Project (all sources); excluding Engineering & Administration, add columns C, D, E, & F						
	Indicate the RUS Used and Enter Engineering Funds RUS Table Used: <input type="checkbox"/> I <input type="checkbox"/> II <input checked="" type="checkbox"/> Both Prorated						
	Basic Fee		\$	\$	\$	\$	\$
	Resident Inspection Fee		\$	\$	\$	\$	\$
	Preliminary Engineering Fee		\$	\$	\$	\$	\$
	Additional Engineering Services		\$	\$	\$	\$	\$
	Total Engineering Fees by Source		\$	\$	\$	\$ 90,000.00	\$ 90,000.00
	Enter Administrative Funds		\$	\$	\$	\$ 60,000.00	\$ 60,000.00
	Totals by Source		\$ 750,000.00	\$ 1,250,000.00	\$	\$ 19,310,000.00	\$ 21,310,000.00



**Participating Party Jobs Creation Information  
Form E-4**

Name of Participating Party (page 1 of 2): Silver Creek LLLP

A	B	C	D	E	F	G
Job Title of Created Job	Total FTE Jobs to be Created	Total FTE Jobs to Be Created for LMI Persons	Hourly Pay Rate or Annual Pay Rate	Total Annual Payroll for This Job Title	Total Payroll for Jobs Created for LMI Persons	Proposed Hiring Date Month/Year
Executive Director	1.0	0.0	80,000.00	80,000.00	0.0	10/2013
Director of Nursing	1.0	0.0	50,000.00	50,000.00	0.0	3/2014
Dietary Director	1.0	0.0	40,000.00	40,000.00	0.0	3/2014
Marketing Director	2.0	0.0	60,000.00	120,000.00	0.0	10/2013
Housekeeping Supervisor	1.0	1.0	15.58/hr	29,904.00	29,904.00	3/2014
Maintenance Supervisor	1.0	1.0	18.39/hr	35,304.00	35,304.00	3/2014
Life Enrichment Coordinators	2.0	2.0	17.25/hr	66,240.00	66,240.00	3/2014
Nurses	4.0	0.0	19.99/hr	158,080.00	0.00	4/2014
Administrative Assistant	1.0	1.0	16.88/hr	32,400.00	32,400.00	3/2014
Receptionist	2.0	2.0	15.00/hr	62,400.00	62,400.00	4/2014
<b>SUB-TOTALS</b>	<b>16.0</b>	<b>7.0</b>		<b>674,328.00</b>	<b>226,248.00</b>	

Use additional sheets if necessary.



**Participating Party Jobs Creation Information  
Form E-4**

Name of Participating Party (page 2 of 2): Silver Creek LLLP

A	B	C	D	E	F	G
Job Title of Created Job	Total FTE Jobs to be Created	Total FTE Jobs to Be Created for LMI Persons	Hourly Pay Rate or Annual Pay Rate	Total Annual Payroll for This Job Title	Total Payroll for Jobs Created for LMI Persons	Proposed Hiring Date Month/Year
Resident Care Assistants	38.0	25.00	10.00/hr	790,400.00	520,000.00	4/2014
Housekeepers	4.0	4.0	9.00/hr	74,880.00	74,880.00	4/2014
Laundry	3.0	3.0	9.00/hr	56,160.00	56,160.00	4/2014
Cooks	4.0	3.0	11.50/hr	95,680.00	71,760.00	4/2014
Dietary Aids	3.0	3.0	8.75/hr	54,600.00	54,600.00	4/2014
Dietary Servers	8.0	8.0	8.75/hr	145,600.00	145,600.00	4/2014
Maintenance Technician	1.0	1.0	12.00/hr	31,200.00	31,200.00	4/2014
Transportation	1.0	1.0	11.50/hr	23,920.00	23,920.00	4/2014
SUB-TOTAL	62.0	48.0		1,272,440.00	978,120.00	
TOTALS	78.0	55.0		1,946,768.00	1,204,368.00	

**Category Summary Score (1b+2b+3b+4a+5a):**  
 (Transfer this score to line 3d. in the ED column on the Application Scoring Summary page – Part VIII, page 4.)  
 (Cannot exceed 405 points.)

**Part VIII— Certification and Score Summary**

*I, the undersigned chief elected official or authorized representative of the local government, certify that, to the best of my knowledge, this application for Small Cities Community Development Block Grant funding was prepared in accordance with state and federal rules and regulations, contains information that is true and correct, and has been approved by the local governing body.*

I, the undersigned, certify that the local government (Applicant):

1. Has met all citizen participation requirements:
  - Public hearings were conducted by a member of the local governing body or a duly authorized employee;
  - The first public hearing was conducted to obtain citizen views about community development needs and potential uses of CDBG funding;
  - A second public hearing was conducted to obtain citizen comments on the application; and
  - Public notice for the second public hearing was published after the first public hearing was conducted.
2. Has properly conducted surveys of service areas to document LMI benefit, if applicable.
3. Will comply with the Intergovernmental Coordination and Review requirements by submitting the required information to the local Regional Planning Council and to the State Clearinghouse.
4. Will not attempt to recover, through special assessments, capital costs of public improvements funded in whole or in part with CDBG funds.
5. Will ensure that upon completion of housing structures addressed with CDBG funds, each housing structure will meet the local housing code.
6. Will administer the grant in conformity with the Civil Rights Act of 1964 and the Fair Housing Act.
7. Will affirmatively further fair housing and undertake one fair housing activity each quarter.
8. Has adopted a Community Development Plan or has adopted the Local Comprehensive Plan as the Community Development Plan.
9. Has adopted an Anti-Displacement and Relocation Plan and will minimize the displacement of persons.
10. Has presented accurate information and has documentation on file and readily accessible to the Department of Economic Opportunity.
11. Has authorized the submission of this application by vote of the local governing body.

Failure of the Chief Elected Official to properly sign the application by the deadline, or failure to include a copy of the ordinance or resolution of the governing body authorizing another individual to sign the application, will result in a 50-point penalty being assessed against the application that cannot be eliminated during the completeness process.

<b>Signature of Chief Elected Official or Designee (If signed by a person designated by the local governing body, a copy of the resolution must be included.)</b>		
Signature: _____		
Typed Name and Title: Joseph Bryan, Chairman Board of County Commissioners		
Date: _____		
If signed by a person other than the chief elected official, is a copy of the required resolution included in the Appendices?		Yes
		No
<b>Signature of Application Preparer if other than an employee of the Local Government</b>		
Signature: _____		
Typed Name and Title: Fred D. Fox, President		
Name of Firm or Agency: Fred Fox Enterprises		

## Application Scoring Summary

This form is the applicant's evaluation of the application score. Use the "scores" identified in the application to complete this form when you have finished filling out the application. Enter the scores or other information in the appropriate columns. If additional pages are needed (number them with a lowercase letter such as 7a, 7b, 7c, etc.). When all of the scores have been transferred to this form, add the scores and enter the total.

Enter Name of Local Government Applicant: <u>St. Johns County</u>	(For DEO Use Only) Application Number: _____					
Enter Type of Application(s): <u>Economic Development</u>						
(Complete this form for each application submitted.)						
Form	Title/Score	Page	CR	ED	HR	NR
	1. Community-Wide Needs Score (250 Points Maximum)					
	2. Outstanding Performance in Equal Employment Opportunity and Fair Housing (100 points maximum)					
	3. Program Impact:					
	3a. Special Designation Score (20 Points Maximum)			0.00		
	3b. Grant History Score (100 Points Maximum)			0.00		
	3c. Leverage (25 Points Maximum for CR, NR and HR) (125 Points Maximum for ED)			125.00		
	3d. Category Summary Score					
	3e. Total Program Impact Score (3a+3b+3c+3d) (650 Points Maximum)					
	<b>4. Total Application Score (1+2+3e) (1000 Points Maximum)</b>					
	Less Penalties Assessed (For DEO Use Only)					
	Final Score (For DEO Use Only)					

**Part IX— Forms and Supporting Documentation**

Place all supporting documentation, in the order it is referenced in the application in this section. Separate the documents with a titled tab or titled colored paper.

Appendix	Title	Page
A	Maps - Jurisdiction, Service Area, 100-Year Flood Plain (Required)	
B	Comprehensive Plan Documents, as Amended (Required)	
C	Joint Agreements, Contingency Funding Documentation and/or Interlocal Agreements	
D	Historic Preservation Documents	
E	Leverage Documentation (Letter of Commitment, etc.)	
F	Grant Application Preparation	
G	Readiness to Proceed Documentation	
H	VLI/LMI Worksheets or Census Data and/or Census Maps	
I	Health and Safety Impact Documentation	
J	Local Governing Body's Resolution for Signature Designation	
K	Housing Assistance Plan	
L	Public Hearing Documentation	
M	Special Designation	
N	Economic Development Documentation (not included above)	
O		
P		
Q		
R		

**Appendix A: Maps**

According to Section 73C-23.0041(9)(f), F.A.C., failure to submit any of the required maps will result in a 250-point score reduction. To avoid this score reduction, please carefully review the following map requirements. Three clearly legible maps must be included with the application:

**1. Jurisdiction Map**

- A scale;
- A north arrow;
- The boundaries of the locality;
- The boundaries of the service area where the activities will be conducted;
- The boundaries of a special designation if claiming points for a special designation;
- The City Hall or the County administration building; and
- The location of the CDBG program office, if other than at the City Hall or County administration building.

**2. Service Area Map(s)** – a map for each service area (a properly marked jurisdiction map will suffice for a city-wide activity)

- A scale;
- A north arrow;
- The boundaries of the service area reflecting project beneficiaries;
- The location of all proposed service area activities;
- The boundaries of a special designation, if smaller than the jurisdiction's boundaries, if claiming points for a special designation;
- A visual representation of all the housing units and, for surveyed homes, color or other coding indicating whether the home is LMI, VLI or exceeds the income limits for these categories;
- A method of reference from the housing unit displayed on the map to a Household Income Survey Form;
- The names, streets, route numbers or easily identifiable landmarks where all service area activities are located;
- The location of all "number of units to be addressed" and all "number of units needed" for each activity in the service area and the major components of those activities;
- All affected Historic structures, planned open spaces, or public improvements; and
- If applicable, duplicated housing units if any service areas overlap.

**3. 100-Year Flood Prone Area Map** unless the U.S. Federal Emergency Management Agency has not issued an official flood map covering the location of the service area.

- The boundaries of the service area where the activities will be concentrated; and
- An enlarged portion or portions of the flood prone area if any activities are located in whole or in part in the flood prone areas.

**Appendix B: Comprehensive Plan Documents, as Amended**

Attach relevant portions/excerpts to document that the activities proposed in the application are not inconsistent with the adopted plan. Include the relevant data and analysis portions supporting the plan. If the adopted plan is silent on the activities requested, the local government must provide a statement to this effect on local government letterhead.

**Appendix C: Joint Agreements/Contingency Funding Documentation/Interlocal Agreements**

**Appendix D: Historic Preservation Documentation**

**Appendix E: Leverage Documentation (Letter of Commitment, etc.)**

**Appendix F: Grant Application Preparation**

**Appendix G: Readiness to Proceed Documentation**

**Appendix H: VLI/LMI Worksheets or Census Data and/or Census Maps**

**Appendix I: Health and Safety Impact Documentation**

**Appendix J: Local Governing Body's Resolution for Signature Designation**

**Appendix K: Housing Assistance Plan (Required for all Housing Applications)**

**Appendix L: Public Hearing Documentation**

**Appendix M: Special Designation Documentation**

**Appendix N: Economic Development Documentation (not included above)**



## Requirements for Housing Assistance Plan

The local government must adopt a policy for selecting beneficiaries and housing units for housing assistance. If the Department awards a grant to the local government, the local government must follow this policy. The policy can only be modified with DEO approval. A copy of the policy must accompany the application. Each of the following criteria must be marked or highlighted for easy location by Department staff during the application review. The policy must address at least the following issues:

- a. The terms and conditions under which assistance will be provided.
- b. The process for soliciting, accepting, reviewing, and approving requests for assistance, including any proposed geographic distribution. This should include a reasonable notice or advertisement in the community that specifies the following:
  - The period during which applications will be received, if appropriate;
  - Criteria for selection;
  - A ranking/scoring process with higher points given for extenuating circumstances (age or handicap), and
  - A process to notify members of the local governing body of the names of the beneficiaries selected to ensure that potential conflicts of interest are timely addressed.
- c. Pursuant to 24 CFR Section 570.489 and Chapter 112.311-112.3143, *Florida Statutes*, address conflicts of interest by establishing a process for the following:
  - Identifying potential conflicts of interest;
  - Acknowledging beneficiaries by name in the minutes of CATF and commission/council meetings so that previously unknown conflicts may be surfaced;
  - Making those conflicts publicly known along with the final rankings based on the criteria outlined in the local government's housing assistance plan;
  - Dealing with those conflicts on a local level; and
  - Requesting waivers of those conflicts when appropriate.
- d. The process for determining what work must be done on each housing structure to ensure that upon completion, it will meet the HUD Section 8 Housing Quality Standards and the local housing code.
- e. Establishes a maximum amount of CDBG funds that may be expended on any one housing unit. If desired, this amount may be exceeded only by a recorded vote of the governing body.
- f. States whether or not the local government will assist in the rehabilitation of rental housing structures. If so, the policy must address the following:
  - Under what terms and conditions (i.e., loan or grant) it will provide such assistance;
  - How ownership will be verified; and
  - What steps the local government will take to ensure that, after rehabilitation, tenants will not be charged more than affordable rents, pursuant to 24 CFR Section 570.483(b)(3).
- g. States whether or not the local government will assist in the rehabilitation of mobile homes, modular homes, or other forms of manufactured housing.
- h. Establishes a ratio of the cost of rehabilitating a housing structure to the value of the housing structure after rehabilitation (i.e., the ratio of the rehabilitation cost to the post-rehabilitation value should not be greater than one-to-one). Based on that ratio, the local government should define the criteria under which a house will be demolished and replaced rather than rehabilitated. For example, this section should indicate that if a post-rehabilitation value (\$30,000) is less than the cost of rehabilitation (\$35,000), the local government may opt to cover the costs for a site built home to be replaced with a new site-built home, a manufactured home or a mobile home. Similar criteria should be given for those houses which are chosen as unfeasible to repair. Such options should specify that replacement will only be made for owner occupied units.
- i. Establishes a formal written notification process that advises a homeowner/tenant when a previously selected housing unit is deleted from the rehabilitation program.
- j. Establishes what types of insurance (fire, casualty, flood) will be required, at what points in time the insurance must be in place, and for how long after administrative closeout it must be maintained in force.
- k. Establishes a process for determining when the rehabilitation is completed, including final acceptance of a contractor's work and final inspection of a housing structure.
- l. Establishes a process for ensuring ownership of non-rental housing units by the occupying beneficiary or the process for ensuring the legal status of the occupying beneficiary to encumber the property and to provide permission for a contractor to undertake construction work on the housing unit.
- m. Establishes the conditions under which a housing structure will be demolished or converted to non-LMI housing structures.

- n. Establishes the process that will be used to solicit contractors and assist beneficiaries in reviewing the contractor's performance including the following requirements;
- Bids for rehabilitation or reconstruction of housing units must specify that they shall only be accepted from contractors licensed by the State of Florida, Department of Business and Professional Regulation.
  - The Contractor must agree in his bid that any change orders for rehabilitation or reconstruction of housing units which cumulatively exceed one thousand dollars (\$1,000) above the original contract amount, shall only be paid with CDBG funds if those change orders are to correct documented code violations based on a bonafide code violation report.
  - The Contractor must agree in his bid and contract that all change orders for housing rehabilitation or reconstruction shall be approved by the housing unit owner or his or her representative and the contractor and a representative of the local government prior to any initiation of additional work based on that change order.
- o. Establishes a process to ensure that before initiation of housing rehabilitation, the property on which the unit is located meets other appropriate local codes (i.e., nuisance, trash, and other environmental or health codes).
- p. Specifies the process of determining the age of housing units to be addressed and the actions to take with the Bureau of Historic Preservation when addressing units more than 50 years old.
- q. Specifies a lead-based paint abatement procedure to follow when addressing pre-1978 houses.
- r. Specifies a procedure for addressing structures in the 100-year flood plain.
- s. Specifies that the local government will document the completion of construction by ensuring that each housing unit case file shall contain the following information:
- A statement from the contractor that all items on the initial work write-up as modified through change orders have been completed;
  - An acknowledgment that the housing unit meets the applicable local code and Section 8 Housing Quality Standards, signed and dated by the local building inspector or the local government's housing rehabilitation specialist;
  - A signed statement by the housing unit owner, or his or her representative, that the work has been completed based on the work write-up and change orders. Should all requirements be fulfilled and the homeowner or their representative refuse to acknowledge completion of the work, the housing unit case file shall be documented with a statement detailing the stated reason for said refusal;
  - This documentation shall be completed prior to the submission of the administrative closeout package and shall accompany the administrative closeout package when submitted to the Department; and
- t. The following data will be provided by housing unit and summarized by activity as part of the administrative closeout for each activity providing direct benefit (i.e., housing rehabilitation, temporary relocation, hookups, etc.):
- Address of each housing unit rehabilitated with CDBG funds, the date the construction was completed on the housing unit, and the amount of CDBG funds spent on that housing unit.
  - Whether the household is headed by a female, the number of handicapped persons in the household, the number of elderly persons in the household, and the LMI or VLI status of the household;
  - The number of occupants in the household, categorized by sex; and
  - The racial demographics of the household by number (White, Black, Hispanic, Asian/Pacific Islander, or American Indian/Alaskan Native.)

**Participating Party Balance Sheet  
Form ED-B-1**

Name of Participating Party: \_\_\_\_\_

	Compiled/Reviewed/Audited Date (Mo/Day/Year)			
	Assets			
1	Cash & Marketable Securities			
2	Accounts Receivable			
3	Inventory			
4	Prepaid Expenses			
5				
6				
7				
8	Current Assets			
9	Net Fixed Assets			
10	Notes Receivable			
11	Investment in Subsidiaries			
12	Intangibles			
13				
14				
15	Total Assets			
<b>Liabilities and Net Worth</b>				
16	Note Payable – Bank			
17	Note Payable – Other			
18	Accounts Payable			
19	Accruals			
20	Income Tax Payable			
21	Current Portion LTD			
22				
23				

**Participating Party Balance Sheet  
Form ED-B-1 (Continued)**

24									
25	Current Liabilities								
26	Long Term Debt								
27	Subordinated Officer Debt								
28									
29									
30	TOTAL Liabilities								
31	Common Stock								
32	Cap. Surplus and Paid in Cap.								
33	Retained earnings								
34	(Less) Treasury Stock								
35	Total Net Worth								
36	Total Liabilities and Net Worth								
37	Contingent Liabilities								
38	Check if Co. Changes Accts.								
39	Other (Specify)								
	<b>Profit and Loss Statement</b>								
	# of months								
	Period Ending								
39	Sales					%			%
40	- COGS					%			%
41	Gross Profit					%			%
42	- SGA					%			%
43	Operating Profit					%			%
44	- Owners Salary					%			%

**Participating Party Balance Sheet  
Form ED-B-1 (Continued)**

45	- Depr. & Amort. Exp.		%		%		%
46	- Interest Expense		%		%		%
47	- Rent		%		%		%
48	=/- Other Inc./Exp.		%		%		%
49	EBT		%		%		%
50	- Income Taxes		%		%		%
51	PAT		%		%		%
<b>Operating Cycle</b>							
52	+ Days Receivable						
53	+ Days Inventory						
54	- Days Payable						
55	- Days Accrual						
56	= Op. Cycle						
<b>Ratio Analysis</b>							
57	Sales Growth Ratio						
58	Working Capital						
59	Current Ratio						
60	Quick Ratio						
61	Debt/Equity Ratio						
<b>Capitol Expenditures</b>							
62	Ending Net Fixed Assets						
63	+ Depreciation						
64	-Beginning Net Fixed Assets						
65	= Net Capital Expenditures						
<b>Reconciliation of Net Worth</b>							
66	Ending Net Worth						
67	- PAT						
68	- Beginning Net Worth						
69	= New Equity (Distributions)						

**Very Low, Low, and Moderate Income Random Sample Survey Worksheet**  
**Form LMI-1**  
**(To be completed by Commercial and Neighborhood Applicants if a Random Sample Survey was conducted)**

**Service Area Number:**

1. Enter the total number of households in the service area (universe).
2. Enter minimum # of sample survey responses required to obtain a 95% confidence level at the confidence interval you select (see page 23 of HUD Notice CPD-05-06).
3. Enter the total number of households actually responding to the survey including those assumed to be above Low and Moderate Income (LMI) after third party verification of household composition.

**Complete the following section for NR and CR applications.**

4. Enter the total number of LMI households responding from the sample.
5. Enter the total number of LMI beneficiaries in the households responding from the sample.
6. Enter the total number of above LMI households responding from the sample. (Check: Line 4 + Line 6 = Line 3)
7. Enter the total number of above LMI beneficiaries in the households responding from the sample.
8. Divide Line 5 by Line 4. This is the average size of the LMI households responding.
9. Divide Line 7 by Line 6. This is the average size of the above LMI households responding.
10. Divide Line 4 by Line 3. This is the percentage of households responding that are LMI.
11. Divide Line 6 by Line 3. This is the percentage of households responding that are above LMI. [Check: Line 10 + Line 11 = 100%]
12. Multiply Line 1 by Line 10. This is the estimate of the total number of LMI households in this service area.
13. Multiply Line 1 by Line 11. This is the estimate of the total number of above LMI households in this service area.
14. Multiply Line 8 by Line 12. This is the estimate of the total number of LMI beneficiaries in this service area.
15. Multiply Line 9 by Line 13. This is the estimate of the total number of above LMI beneficiaries in this service area.
16. Add Line 14 and Line 15. This is the estimate of the total number of all beneficiaries in this service area.
17. Divide Line 14 by Line 16, multiply the resulting decimal by 100, and subtract the confidence interval. This is the minimum percentage of LMI benefit in this service area for determining whether the LMI National Objective will be met. (This percentage must be the lowest possible percentage based on the confidence interval used for the survey. Example: a survey conducted using a confidence interval of 3 results in a LMI percentage of 55% using the procedure above. Enter 52% as the LMI benefit percentage.)

**Note: For scoring purposes, add back the confidence interval.**

**Very Low, Low, and Moderate Income Random Sample Survey Worksheet  
Form LMI-1 (Continued)**

<b>Complete the following section for NR applications only.</b>	
18. Enter the total number of Very Low Income (VLI) households responding from the sample.	
19. Enter the total number of VLI beneficiaries in the households responding from the sample.	
20. Divide Line 19 by Line 18. This is the average size of the VLI household responding.	
21. Divide Line 18 by Line 3. This is the average percentage of VLI households responding in the sample.	
22. Multiply Line 1 by Line 21. This is the estimate of the total number of VLI households in this service area.	
23. Multiply Line 20 by Line 22. This is the estimate of the total number of VLI beneficiaries in this service area.	
24. Divide Line 23 by Line 16, multiply the resulting decimal by 100. This is the estimated percentage of VLI benefit in this service area.	

## Household Income Certification Form Form I-1

Local Government:	Service Area #:	Map Key #:	Description of Unit:	Date of Survey:
Name:		<input type="checkbox"/> Rent or <input type="checkbox"/> Own		City:
Street Address:				

### Section II:

(Circle your total household size and then answer whether total household income is or is not within each of the three ranges.)

Number of Persons in Household	2 Income Range (Moderate)	Is Total Household Income Within This Range?	4 Income Range (Low)	Is Total Household Income Within This Range?	6 Income Range (Very Low)	Is Total Household Income Within This Range?
1	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
2	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
3	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
4	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
5	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
6	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
7	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
8	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO
	0 - \$	YES NO	0 - \$	YES NO	0 - \$	YES NO

Note: For households of more than 8 persons, insert in the blank row the household size and the correct range for each of the three income levels. Income data available from the following website:

<http://www.huduser.org/portal/datasets/il.html>



# Household Income Verification Form (Continued)

## Form I-1

Section III			
Indicate how many people in each of the following categories reside in the household. Some household members may need to be counted in more than one category.	Female Head of Household	Handicapped	Elderly (60+)
Indicate race and ethnicity below:	Total	# of Hispanic Ethnicity	For Housing Grants Only
Race			# Units Owner Occupied
			# Units Renter Occupied
White			
African American			
Asian			
American Indian or Alaskan Native			
Native Hawaiian Pacific Islander			
American Indian or Alaskan Native and White			
Asian and White			
African American and White			
American Indian/Alaskan Native and African American			
Other Multi-racial			
Totals			

Certification: I, the undersigned, certify that the information stated in this form is true and accurately reflects the household composition and income data as presented to me by the occupant. Additionally, each household has been advised that they may be required to hook up to any sewer or water facilities constructed as a part of this project and of any estimated costs or monthly fees associated with such hook up.

Interviewer: \_\_\_\_\_ Date: \_\_\_\_\_

**For Economic Development Grants Only  
Pre-Employment Household Income Certification Form  
Form I-2**

**SECTION I: To be completed by participating business**

Local Government:	Participating Business:	Date of Interview:
Was the applicant employed prior to being hired by the participating business? If hired, will the applicant receive company sponsored health care benefits?		
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No		

Which type of position will the applicant fill if hired: (Circle correct employment category.)

Officials & Managers	Other Professional	Office & Clerical
Sales	Technicians	Operators (semi-skilled)
Laborers	Service workers (unskilled)	Craft Workers (skilled)

**SECTION II: To be completed by applicant / employee**  
(Circle your total household size and then answer whether total household income is or is not within each of the three ranges.)

Name of applicant:		City and state of residence:		
Number of Persons in Household	2 Income Range (Moderate)	4 Income Range (Low)	6 Income Range (Very Low)	Is Total Household Income Within This Range?
1	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
2	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
3	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
4	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
5	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
6	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
7	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
8	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO
	0 - \$	0 - \$	0 - \$	YES NO YES NO YES NO YES NO YES NO

Note: For households of more than 8 persons, insert in the blank row the household size and the correct range for each of the three income levels.

## Household Income Verification Form (Continued) Form I-2

Section III			
Indicate how many people in each of the following categories reside in the household. Some household members may need to be counted in more than one category.	Female Head of Household _____	Handicapped _____	Elderly (60+) _____
Indicate race and ethnicity below:			
Race	Total	# of Hispanic Ethnicity	
White			
African American			
Asian			
American Indian or Alaskan Native			
Native Hawaiian Pacific Islander			
American Indian or Alaskan Native and White			
Asian and White			
African American and White			
American Indian/Alaskan Native and African American			
Other Multi-Racial			
<b>Totals</b>			

Certification: I, the undersigned, certify that the information stated in this form is true and accurately reflects the household composition and income data.

Job Applicant/Employer: \_\_\_\_\_ Date: \_\_\_\_\_

Maximum Engineering Fee Percentages from Florida RUS Bulletin 1780-9 Revised 10/2009 (Applicable to Basic Engineering)		Maximum Engineering Fee Percentages from Florida RUS Bulletin 1780-9 Revised 06/2007 (Applicable to Inspection)		
Estimated Construction Cost	Basic Fee Table I Maximum	Basic Fee Table II Maximum	Inspection Fee Table IA Maximum	Inspection Fee Table IIA Maximum
100,000	12.3	10.1	6.9	6.5
200,000	11.2	9.4	6.3	5.9
300,000	10.4	8.9	5.8	5.3
400,000	10.0	8.5	5.5	4.9
500,000	9.6	8.2	5.3	4.7
600,000	9.2	7.9	5.1	4.6
800,000	8.6	7.5	4.6	4.1
1,000,000	8.2	7.2	4.1	3.8
2,000,000	7.8	6.8	3.5	2.9
3,000,000	7.4	6.4	3.1	2.4
4,000,000	7.1	6.1	3.0	2.2
5,000,000	6.8	5.9	2.8	2.0
7,500,000	6.6	5.7	2.7	1.95
10,000,000	5.9	4.6	2.5	1.8
15,000,000	6.1	5.2	2.3	1.6
20,000,000	5.9	5.1	2.2	1.45

Chapter 73C-23, FAC, establishes the above schedule as the maximum amount of CDBG funds that may be used to pay for basic engineering and inspection. To comply with 24 CFR 85.36, the local government must negotiate a fee, including profit, as a separate amount, and conduct a cost analysis of the fee. Non-CDBG funds may be used to pay for basic engineering and inspection costs exceeding the schedule.

Tables I and I-A shall be used for water treatment plants, sewers, sewage treatment plants, and rehabilitation of existing treatment facilities. For all other projects, use Tables II and II-A. For project costs falling between the amounts shown in the tables, percentages shall be interpolated to the nearest one-tenth percent. Projects with both Table I and Table II activities shall be prorated using the percentage of estimated cost for each table to the total estimated construction cost. Do not calculate based on the Table I cost and the Table II cost. (Example: if 35% of estimated construction cost is Table I, use 35% of Table I amount as calculated using the estimated construction cost; then use 65% of the Table II amount as calculated using the estimated construction cost.)

The engineering fee may include any services defined as additional engineering in Chapter 73C-23, FAC. All additional engineering fees must be justified as outlined in Technical Memo 93-13. The engineering fee may also include preliminary engineering costs not to exceed one-half of one percent of total estimated construction costs. If readiness to proceed points are part of the final application score, then preliminary engineering costs may not be requested and the

maximum engineering paid from CDBG funds shall not exceed \$10,000 plus the amount calculated from Table 1-A, Table II-A, or a prorated amount of both tables, as appropriate, depending on the activities to be funded from the grant.

**Benjamin Coney**

**From:** Dwala E. Willis  
**Sent:** Wednesday, August 08, 2012 3:10 PM  
**To:** Aharonai Ben Yaqub; 'ALICIA OLIVER'; Andrea\_Ables@doh.state.fl.us; Annie Mae Tucker; 'Hattie Floyd'; Latisha Simmons; Malinda Peeples; Monroe West; Pauline Garden; Scott Beaver; Chris C. Strickland; Benjamin Coney; Bill Lazar; Brenda Riley; Commissioner Ken Bryan; Commissioner Ron Sanchez; Erica Moore; Greg White; Gwendolyn Reed; Lawrence.evans@hotmail.com; LINDA MURRAY; R Torrence; robert nimmons; 'Ron Rawls'; Ronald Stafford; Shirley Williams-Galvin; Sid Mickler; Tom Crawford; 'trudye.thompson@sbcglobal.net'; 'Willie Cooper (E-mail)'; Willie Cooper Sr.  
**Subject:** CRA Steering Committee Meeting Notice and Agenda  
 CRA/CATF for Monday, August 13, 2012 at 7:00 pm Meeting Notice and Agenda at CBP Park

**WEST AUGUSTINE COMMUNITY REDEVELOPMENT AREA &**

**Citizens Advisory Task Force**

**STEERING COMMITTEE  
MEETING NOTICE**

**GREGORY B. WHITE  
CHAIRPERSON**

**WILLIE COOPER, SR.  
CO-CHAIR PERSON**

**Date: Monday, August 13, 2012                      TIME: 7:00 PM**

**Place: COLLIER-BLOCKER-PURYEAR PARK**

The Citizens Steering Committee will be meeting for the following purposes:

**Call to Order:** Greg White/Willie Cooper, Sr. ----Opening Prayer—Appointee

Reading of the Minutes

CATF Meeting and Presentation by Silver Creek Assisted Living Facility

**\*\*\*CHAIRPERSON REPORT\*\*\***

**COMMITTEE REPORTS**

**Economic Development  
Blight and Environmental**

**Robert Nimmons  
Elder Antonio Whitty**

- Infrastructure and Public Works Willie Cooper, Sr.
- Community Policing Erich Terry
- Affordable Housing Gregory White
- Cultural and Quality of Life Linda Murray
- Weed & Seed Site Coordinator Dwala Willis

**Open Discussion -- COMMITTEE UPDATES & ANNOUNCEMENTS**  
ADJOURNMENT Chairperson/Co-Chair

**Note:** The West Augustine Citizens Steering Committee is recognized by St. Johns County as the key organization in determining future priorities for programs and redevelopment efforts in the West Augustine community. Your attendance and help is important. For more information, please call 823-4451.

# THE ST. AUGUSTINE RECORD

MINUTES AND RECORDS  
500 SAN SEBASTIAN VIEW  
SAINT AUGUSTINE FL 32084

Ref.#: L2426-12  
P.O.#: HG 09-18

PUBLISHED EVERY MORNING SUNDAY THRU SATURDAY  
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA,  
COUNTY OF ST. JOHNS

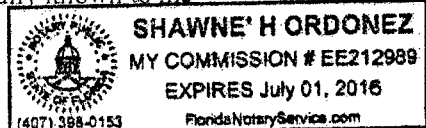
Before the undersigned authority personally appeared **STEVEN SMITH**  
who on oath says that he/she is an Employee of the St. Augustine Record,  
a daily newspaper published at St. Augustine in St. Johns County, Florida;  
that the attached copy of advertisement being a **NOTICE OF HEARING**  
In the matter of **SECOND CDBG HG - HEARING SEPTEMBER 18,**  
was published in said newspaper on **09/06/2012**

Affiant further says that the St. Augustine Record is a newspaper published  
at St. Augustine, in said St. Johns County, Florida, and that the said news  
heretofore has been continuously published in said St. Johns County, Flor  
each day and has been entered as second class mail matter at the post offi  
City of St. Augustine, in said St. Johns County, for a period of one year p  
the first publication of the copy of advertisement; and affiant further says  
he/she has neither paid nor promised any person, firm or corporation any  
rebate, commission or refund for the purpose of securing the advertisem  
publication in the said newspaper.

Sworn to and subscribed before me this 6<sup>th</sup> day of SEP - - 2012  
by Steven Smith who is personally known to me  
or who has produced as identification

*[Signature of Notary Public]*

(Signature of Notary Public)



(Seal)

## ST. JOHNS COUNTY SECOND PUBLIC HEARING NOTICE

St. Johns County is applying to the Florida Department of Economic Opportunity (DEO) for a \$750,000.00 grant in the Economic Development category under the F.Y. 2012 Small Cities Community Development Block Grant (CDBG) program. For each activity that is proposed, at least 70% of the funds must benefit low and moderate income persons. The activities, dollar amounts and estimated percentage benefit to low and moderate income persons for which St. Johns County is applying are:

Activity Number and Name	Budget	LMI% Benefit
03J - Sewer Facilities	\$350,550.00	At Least 51%
03I - Water Line Extension	\$ 62,000.00	At Least 51%
03K - Street and Sidewalk Improvements	\$307,000.00	At Least 51%
Electrical Transmission Line Extension	\$ 20,450.00	At Least 51%
<b>Total</b>	<b>\$750,000.00</b>	

The project will involve the extension of water, sewer and electrical transmission lines as well as street and sidewalk improvements required for the development of the Silver Creek Adult Living Facility to be located on the north side of State Road 207 west of the intersection of State Road 207 and Holmes Boulevard within unincorporated St. Johns County.

St. Johns County plans to minimize displacement of persons as a result of planned CDBG funded activities. If any persons are displaced as a result of these planned activities, St. Johns County will assist with relocation payments based on uniform act requirements.

The public hearing to provide citizens an opportunity to comment on the application will be held at the St. Johns County Administration Building Auditorium, 500 San Sebastian View, St. Augustine, Florida on **Tuesday, September 18, 2012 at 9:00 a.m.** or as soon thereafter as possible. A draft copy of the application will be available for review at that time. A final copy of the application will be made available at the St. Johns County Housing and Community Development Office, 500 San Sebastian View, St. Augustine, Florida 32084, Monday through Friday between the hours of 8:30 a.m. and 5:00 p.m. no more than five (5) working days after October 1, 2012. To obtain additional information concerning the application and the public hearing, contact Mr. Tom Crawford, St. Johns County Housing and Community Development Director, at 500 San Sebastian View, St. Augustine, Florida 32084; Telephone 904-827-6891.

The public hearing is being conducted in a handicapped accessible location. Any handicapped person requiring special accommodations or requiring an interpreter for the hearing impaired or the visually impaired should contact the ADA Coordinator, Wayne Paccini at (904) 209-0682, at the St. Johns County Administration Building, 500 San Sebastian View, St. Augustine, Florida 32084 at least five calendar days prior to the meeting and an interpreter will be provided. Any non-English speaking person wishing to attend the public hearing should contact at least five calendar days prior to the meeting and a language interpreter will be provided.

Pursuant to Section 109 of the HUD Reform Act of 1989, the following disclosures will be submitted to DEO with the application. The disclosures will be made available by St. Johns County and DEO for public inspection upon request. These disclosures will be made available for a minimum period of six years.

1. Other Government (federal, state, and local) assistance to the project in the form of a gift, grant, loan, guarantee, insurance payment, rebate, subsidy, credit, tax, benefit or any other form of direct or indirect benefits by source and amount;
2. The identities and pecuniary interests of all developers, contractors, or consultants involved in the application for assistance or in the planning or development of the project or activity;
3. The identities and pecuniary interests of any other persons with a pecuniary interest in the project that can reasonably be expected to exceed \$50,000.00 or 10% of the grant request (whichever is lower);
4. For those developers, contractors, consultants, property owners, or others listed in two (2) or three (3) above which are corporations, or other entities, the identification and pecuniary interest by corporation or entity of each officer, director, principal stockholder, or other official of the entity;
5. The expected sources of all funds to be provided to the project by each of the providers of those funds and the amount provided; and
6. The expected uses of all funds by activities and amount.

If a person decides to appeal any decision made by the Board of County Commissioners with respect to any matter considered at the public hearing, he/she will need a record of the proceedings, and for such purposes he/she 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.

BOARD OF COUNTY COMMISSIONERS,  
OF ST. JOHNS COUNTY, FLORIDA  
CHERYL STRICKLAND, CLERK  
By Yvonne King, Deputy Clerk  
L2426-12 Sep 6, 2012