



# City of Pensacola

## Community Redevelopment Agency

### Agenda

City of Pensacola  
222 W. Main Street  
Pensacola, FL 32502

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**February 5, 2024, 3:30 PM**

**Hagler Mason Conference Room, 2nd floor**

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The City of Pensacola Community Redevelopment Agency was created by the City Council and is a dependent special district in accordance with the Florida State Statutes Chapter 189 (Resolution No. 55-80 adopted on September 25, 1980; and amended Resolution No. 22-10 adopted on August 19, 2010.)

Immediately following the City Council Agenda Conference starting at 3:30 P.M.

The meeting can be watched via live stream at [cityofpensacola.com/video](http://cityofpensacola.com/video).

#### **CALL MEETING TO ORDER**

#### **BOARD MEMBER DISCLOSURE**

#### **CHAIRPERSON'S REPORT**

#### **APPROVAL OF MINUTES**

1. 24-98 CRA MEETING MINUTES 01/16/2024

*Attachments:* CRA Meeting Minutes - 01/16/2024

#### **PRESENTATIONS**

2. 24-90 COMMUNITY POLICING UPDATE

*Recommendation:* That the Community Redevelopment Agency (CRA) receive an update regarding community policing activities within the Urban Core Community Redevelopment Area.

*Sponsors:* Jennifer Brahier - Chairperson

*Attachments:* None

#### **DISCUSSION ITEMS**

#### **ACTION ITEMS**

3. 23-1119      CRA COMMERCIAL PROPERTY IMPROVEMENT PROGRAM (CPIP)  
AWARD - MAGNOLIA HISTORIC CEMETERY

**Recommendation:** That the Community Redevelopment Agency (CRA) award a contract under the Commercial Property Improvement Program (CPIP) to AME Zion Burial Association Trustees, owners of the Magnolia Historic Cemetery, for hazardous tree removal and pruning and for preservation work on specified historic monuments located within the Magnolia Historic Cemetery, total not to exceed \$100,000. Further, the CRA authorize the CRA Chairperson to take all actions necessary to complete the project pursuant to the program documents.

**Sponsors:** Jennifer Brahier - Chairperson

**Attachments:**                    *Magnolia Cemetery CPIP Application 2.5.2024*  
                                         *Westside Plan Cemetery Reference pp 34*

4. 23-1117      CRA COMMERCIAL PROPERTY IMPROVEMENT PROGRAM (CPIP)  
AWARD - AME ZION HISTORIC CEMETERY

**Recommendation:** That the Community Redevelopment Agency (CRA) award a contract under the Commercial Property Improvement Program (CPIP) to AME Zion Burial Association Trustees, owners of the AME Zion Historic Cemetery, for hazardous tree removal and pruning and for preservation work on specified historic monuments located within the AME Zion Historic Cemetery, total not to exceed \$100,000. Further, the CRA authorize the CRA Chairperson to take all actions necessary to complete the project pursuant to the program documents.

**Sponsors:** Jennifer Brahier - Chairperson

**Attachments:**                    *AME Zion CPIP Application 2.5.2024*  
                                         *Westside Plan Cemetery Reference pp 34*

5. 23-1114      AWARD OF BID #24-003 -BELMONT & DEVILLIERS COMMERCIAL  
CORE STREETSCAPE RESTORATION

**Recommendation:** That the Community Redevelopment Agency (CRA) award bid No. 24-003 for Belmont & DeVilliers Commercial Core Streetscape Restoration to Gulf Coast Building Contractor, Inc., the lowest and most responsive bidder in the amount of \$241,375 plus a 10% contingency in the amount of \$24,137.50 for a total amount of \$265,512.50. Further, that the CRA authorize the Chairperson to take all actions necessary to execute the contract.

**Sponsors:** Jennifer Brahier - Chairperson

**Attachments:**                    *Final Vendor Reference List*  
                                         *Construction Plans*

*BelmontDevilliersStreetsRestoration\_TAB*

**6. 23-1108      AWARD OF CONTRACT - RFQ NO. 23-014 FOR UPDATE OF PENSACOLA COMMUNITY REDEVELOPMENT PLANS**

**Recommendation:** That the Community Redevelopment Agency (CRA) award a contract under Request of Qualifications (RFQ) No. 23-014 Urban Planning, Design, Research, Analysis and Plan Amendment Services for Update of the Pensacola Community Redevelopment Plans to Urban Design Associates, Ltd. Further, that the CRA authorize the Chairperson to negotiate, execute and administer the contract, consistent with the CRA Chairperson's Powers, as granted in the CRA Bylaws.

**Sponsors:** Jennifer Brahier - Chairperson

**Attachments:**      *RFQ No. 23-014 Tabulation of Qualifications Sheet*  
*RFQ No. 23-014 Notice of Intent to Award 11.17.2023*  
*RFQ No. 23-104 Final Reference list*  
*Redevelopment Plan Update Scope and Fee Proposal*  
*Negotiated Term - Equitable Development Plan Scope and Fee Proposal*

**7. 24-94      APPROVAL TO PLEDGE CRA FUNDING TO SUPPORT THE ACQUISITION OF THE BAPTIST HOSPITAL/MEDICAL TOWERS SITE**

**Recommendation:** That the Community Redevelopment Agency approve the pledge of 2017 Westside CRA bond proceeds to the Baptist Hospital Site Acquisition/Demolition project in the amount of \$1,000,000.

**Sponsors:** Jennifer Brahier - Chairperson

**Attachments:**      *None*

**8. 24-95      APPROVAL TO DONATE A PORTION OF CRA PROPERTY LOCATED AT 101 W MAIN STREET TO PUBLIC RIGHT OF WAY**

**Recommendation:** That the Community Redevelopment Agency (CRA) convey a portion of its property at 101 W Main Street, parcel ID number 00-0S-00-9100-080-026, which encroaches into the adjacent Main Street streetscape, to public right-of-way as described in the attached Special Warranty Deed.

**Sponsors:** Jennifer Brahier - Chairperson

**Attachments:**      *Special Warranty Deed - ROW Donation \_ 101 W Main St*  
*Potential ROW Donation*

**9. 24-120      RESOLUTION NO. 2024-15 CRA - ACQUISITION OF REAL PROPERTY - 710-712 NORTH C STREET (JOHN A. GIBSON SCHOOL)**

**Recommendation:** That the Community Redevelopment Agency (CRA) adopt Resolution

No. 2024-15 CRA:

A RESOLUTION OF THE CITY OF PENSACOLA, FLORIDA  
COMMUNITY REDEVELOPMENT AGENCY RELATING TO  
COMMUNITY REDEVELOPMENT WITHIN THE WESTSIDE  
COMMUNITY REDEVELOPMENT AREA; PROVIDING FINDINGS;  
APPROVING AND AUTHORIZING THE EXPENDITURE OF CITY  
AND CRA FUNDS TO ACQUIRE CERTAIN REAL PROPERTY  
THEREIN LOCATED AT 710-712 NORTH C STREET IN  
FURTHERANCE OF THE PURPOSES ESTABLISHED IN CHAPTER  
163, PART III, FLORIDA STATUTES AND THE WESTSIDE  
REDEVELOPMENT PLAN; AND PROVIDING AN EFFECTIVE  
DATE.

**Sponsors:** Jennifer Brahier - Chairperson

**Attachments:** *2024-15 CRA Resolution - Gibson School Acquisition  
Property Appraiser Record - 712 N. C St*

## OPEN FORUM

## ADJOURNMENT

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 850-436-5640 (or TDD 850-435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.

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





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

**File #:** 24-98

Community Redevelopment Agency

2/5/2024

### ACTION ITEM

#### **SPONSOR:**

#### **SUBJECT:**

CRA MEETING MINUTES 01/16/2024

#### **RECOMMENDATION:**

#### **SUMMARY:**

#### **PRIOR ACTION:**

#### **FUNDING:**

Budget: \$\_\_\_\_\_

Actual: \$\_\_\_\_\_

\$\_\_\_\_\_ TOTAL

#### **FINANCIAL IMPACT:**

**LEGAL REVIEW ONLY BY CITY ATTORNEY:** No

#### **STAFF CONTACT:**

**ATTACHMENTS:**

1. CRA Meeting Minutes - 01/16/2024

**PRESENTATION:** No



# City of Pensacola

## Community Redevelopment Agency

### Meeting Minutes

City of Pensacola  
222 W. Main Street  
Pensacola, FL 32502

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January 16, 2024, 3:30 PM

Hagler Mason Conference Room, 2nd Floor

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The City of Pensacola Community Redevelopment Agency was created by the City Council and is a dependent special district in accordance with the Florida State Statutes Chapter 189 (Resolution No. 55-80 adopted on September 25, 1980; and amended Resolution No. 22-10 adopted on August 19, 2010.)

Immediately following the City Council Agenda Conference starting at 3:30 P.M.

The meeting can be watched via live stream at [cityofpensacola.com/video](http://cityofpensacola.com/video).

#### CALL MEETING TO ORDER

The Community Redevelopment Agency (CRA) Board meeting was called to order by Chairperson Brahier at 4:31 P.M.(Immediately following the 3:30 P.M. City Council Agenda Conference).

**Board Members Present:** Jennifer Brahier, Charles Bare, Delarian Wiggins, Casey Jones, Allison Patton (via Teams), Teniade Broughton, Jared Moore (left at 6:14 P.M.)

**Board Members Absent:** None

**Also Present:** Mayor D.C. Reeves (left at 5:52 P.M.)

#### BOARD MEMBER DISCLOSURE

CRA members Patton (via Teams) and Wiggins disclosed ownership or control of interest directly or indirectly of property in the Community Redevelopment Area.

CHAIRPERSON'S REPORT

None.

APPROVAL OF MINUTES

1. 23-1106 CRA MEETING MINUTES - 12/11/2023

Recommendation:

**A motion to Approve was made by Board Member Bare and seconded by Board Member Wiggins.**

**The motion Passed by the following vote:**

Yes: 7 Jennifer Brahier, Allison Patton(via Teams), Casey Jones, Charles Bare, Delarian Wiggins, Jared Moore, Teniade Broughton

No: 0 None

DISCUSSION ITEMS

2. 23-1131 DISCUSSION ON COBB RESOURCE CENTER ASSESSMENT

Recommendation: N/A

CRA Division Manager Victoria D'Angelo introduced the item. Deputy City Administrator David Forte discussed the item. Joey McMath, structural engineer for JDA, LLC Structural Engineers gave an overview of the item, and staff responded accordingly to questions.

3. 23-1115 UPDATE ON MALCOLM YONGE GYM ASSESSMENT

Recommendation: N/A

CRA Division Manager Victoria D'Angelo introduced the item. Joey McMath, structural engineer for JDA, LLC Structural Engineers, Deputy City Administrator David Forte,

Deputy City Administrator Amy Miller, and Mayor Reeves all spoke to the item. Staff answered questions accordingly.

Public Speakers:

Gerri Lewis  
David Clark  
Benny Washington  
Rowen Gosse  
William Clay  
Fred Gunther  
Kieara Lewis  
Cynethia Gosse

#### ACTION ITEMS

4. 24-33 REQUEST FOR FUNDING TO PERFORM FULL ASSESSMENT OF MALCOLM YONGE GYM

Recommendation: That the Community Redevelopment Agency (CRA) fund a full assessment of the Malcolm Yonge Gym in accordance with the recommendations of the limited structural assessment performed on April 21, 2023.

**A motion to approve was made by Board Member Bare and seconded by Board Member Wiggins.**

Deputy City Administrator David Forte provided a brief overview of the item. Staff responded accordingly to questions.

Public Speakers:

Fred Gunther  
Benny Washington

**Following discussion by the Board, a motion was made to amend Item #24-33 adding the demolition of the Malcolm Yonge Gym to the item. The motion was made by Board Member Jones and seconded by Board Member Patton.**

**The motion Passed by the following vote:**

Yes: 4 Jennifer Brahier, Allison Patton (via Teams), Casey Jones, Delarian Wiggins

No: 2 Charles Bare, Teniade Broughton

**Following discussion by the Board, a vote was taken to approve as amended, Item #24-33, the demolition of the Malcolm Yonge Gym.**

**The motion Passed by the following vote:**

Yes: 4 Jennifer Brahier, Allison Patton (via Teams), Casey Jones, Delarian Wiggins

No: 2 Charles Bare, Teniade Broughton

5. 23-1137 REQUEST FOR FUNDING TO PERFORM FULL ASSESSMENT OF COBB RESOURCE CENTER

Recommendation: That the Community Redevelopment Agency (CRA) request that City Council provide funding to perform a full assessment of the Cobb Resource Center.

**A motion to Approve was made by Board Member Jones and seconded by Board Member Wiggins.**

Deputy City Administrator David Forte spoke to the item. Staff answered questions accordingly.

Public Speakers:

Fred Gunther

**The motion Passed by the following vote:**

Yes: 6 Jennifer Brahier, Allison Patton (via Teams), Casey Jones, Charles Bare, Delarian Wiggins, Teniade Broughton

No: 0 None

6. 23-1111 AMENDMENT NO. 5 TO CONTRACT WITH SCAPE LANDSCAPE ARCHITECTURE, DPC FOR DESIGN ASSISTANCE SERVICE

Recommendation: That the Community Redevelopment Agency (CRA) approve Amendment No. 5 to the contract with SCAPE Landscape Architecture, DPC to extend their participation on the Hashtag Waterfront Connector project, including providing consistency review and engagement services, as needed, in accordance with the scope

of services described in the original contract. Further, that the CRA authorize the CRA Chairperson to take all actions necessary to execute the contract amendment.

**A motion to Approve was made by Board Member Bare and seconded by Board Member Wiggins.**

CRA Division Manager Victoria D'Angelo gave a brief overview of the item. Deputy City Administrator David Forte spoke to the item. Staff responded accordingly to questions.

**The motion Passed by the following vote:**

Yes: 6 Jennifer Brahier, Allison Patton(via Teams), Casey Jones, Charles Bare, Delarian Wiggins, Teniade Broughton

No: 0 None

7. 23-1107 APPROVAL OF REQUEST FOR LETTERS OF INTEREST FOR 101 W. MAIN STREET REDEVELOPMENT

Recommendation: That the Community Redevelopment Agency (CRA) authorize staff to proceed with issuing a Request for Letters of Interest (RLOI) for redevelopment of 101 W. Main Street as substantially enumerated in the attached.

**A motion to Approve was made by Board Member Jones and seconded by Board Member Bare.**

CRA Division Manager Victoria D'Angelo gave an overview of the item. CRA Urban Design Planner Rachel Bennett provided a presentation of the item. Staff answered questions accordingly.

**The motion Passed by the following vote:**

Yes: 6 Jennifer Brahier, Allison Patton (via Teams), Casey Jones, Charles Bare, Delarian Wiggins, Teniade Broughton

No: 0 None

8. 23-1113 APPROVAL OF REQUEST FOR LETTERS OF INTEREST FOR REUSE OR REDEVELOPMENT OF THE FORMER PENSACOLA MOTOR LODGE AT 2305 W. CERVANTES STREET

Recommendation: That the Community Redevelopment Agency (CRA) authorize staff to proceed with issuing a Request for Letters of Interest (RLOI) for reuse or redevelopment

of the Pensacola Motor Lodge for attainable rental multifamily housing at 2305 W. Cervantes Street as substantially enumerated in the attached.

**A motion to Approve was made by Board Member Jones and seconded by Board Member Bare.**

CRA Division Manager Victoria D'Angelo provided an overview of the item. Staff responded accordingly to questions.

**The motion Passed by the following vote:**

Yes: 6 Jennifer Brahier, Allison Patton (via Teams), Casey Jones, Charles Bare, Delarian Wiggins, Teniade Broughton

No: 0 None

9. 23-1109 SUPPLEMENTAL BUDGET RESOLUTION NO. 2024-06 CRA NON-ENCUMBERED CARRYOVER

Recommendation: That the Community Redevelopment Agency adopt Supplemental Budget Resolution No. 2024-06 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; PROVIDING FOR AN EFFECTIVE DATE.

**A motion to Approve was made by Board Member Jones and seconded by Board Member Wiggins.**

CRA Division Manager Victoria D'Angelo provided an overview of the item. Staff responded accordingly to questions.

**The motion Passed by the following vote:**

Yes: 6 Jennifer Brahier, Allison Patton (via Teams), Casey Jones, Charles Bare, Delarian Wiggins, Teniade Broughton

No: 0 None

10. 23-1125 SUPPLEMENTAL BUDGET RESOLUTION NO. 2024-07 CRA CONTRACTS PAYABLE CARRYOVER

Recommendation: That the Community Redevelopment Agency adopt Supplemental



Budget Resolution No. 2024-07 CRA.

A RESOLUTION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY APPROVING AND CONFIRMING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; PROVIDING FOR AN EFFECTIVE DATE.

**A motion to Approve was made by Board Member Bare and seconded by Board Member Wiggins.**

CRA Division Manager Victoria D'Angelo provided an overview of the item. Staff responded accordingly to questions.

**The motion Passed by the following vote:**

Yes: 6 Jennifer Brahier, Allison Patton (via Teams), Casey Jones, Charles Bare, Delarian Wiggins, Teniade Broughton

No: 0 None

#### PRESENTATIONS

None.

#### OPEN FORUM

None.

#### ADJOURNMENT

WHEREUPON the meeting was adjourned at 7:45 P.M.

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

## Memorandum

**File #:** 24-90

Community Redevelopment Agency

2/5/2024

### **PRESENTATION**

**SPONSOR:** Jennifer Brahier - Chairperson

**SUBJECT:**

COMMUNITY POLICING UPDATE

### **RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) receive an update regarding community policing activities within the Urban Core Community Redevelopment Area.

### **SUMMARY:**

The CRA and the City of Pensacola annually enter into an Interlocal Agreement to provide community policing activities within the entirety of the Urban Core Community Redevelopment Area from 17th Avenue to A Street. The Pensacola Police Department will provide an update.

### **PRIOR ACTION:**

August 14, 2023 - CRA approved the interlocal agreement with the City of Pensacola to provide Community Policing Innovations within the Urban Core Community Redevelopment Area for Fiscal Year 2024.

### **FUNDING:**

N/A

### **FINANCIAL IMPACT:**

N/A

### **LEGAL REVIEW ONLY BY CITY ATTORNEY:** Yes

1/25/2024

### **STAFF CONTACT:**

David Forte, Deputy City Administrator  
Sherry Morris, Development Services Director  
Victoria D'Angelo, CRA Division Manager

Eric Randall, Police Chief  
Hilary Halford, CRA Division Assistant Manager

**ATTACHMENTS:**

None

**PRESENTATION:** Yes

## Memorandum

**File #:** 23-1119

Community Redevelopment Agency

2/5/2024

### **ACTION ITEM**

**SPONSOR:** Jennifer Brahier - Chairperson

**SUBJECT:**

CRA COMMERCIAL PROPERTY IMPROVEMENT PROGRAM (CPIP) AWARD - MAGNOLIA HISTORIC CEMETERY

### **RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) award a contract under the Commercial Property Improvement Program (CPIP) to AME Zion Burial Association Trustees, owners of the Magnolia Historic Cemetery, for hazardous tree removal and pruning and for preservation work on specified historic monuments located within the Magnolia Historic Cemetery, total not to exceed \$100,000. Further, the CRA authorize the CRA Chairperson to take all actions necessary to complete the project pursuant to the program documents.

### **SUMMARY:**

On December 11, 2017, the Community Redevelopment Agency (CRA) approved a Commercial Façade Improvement Program for administration within targeted districts of the City of Pensacola's designated community redevelopment areas, which was subsequently amended to the Commercial Property Improvement Program (CPIP). Implementation of this program is identified as a key redevelopment strategy within the City of Pensacola's Urban Core and Westside adopted community redevelopment plans. This cemetery is one of five (5) cemeteries identified in the plan as unique to the neighborhood's open space framework in need to be preserved as an important statement of the community's sense of place and history. Magnolia Historic Cemetery is a qualified cemetery because it is a publicly accessible historic cemetery designated for improvement within the City's adopted community redevelopment plan and listed as historic in the Florida Division of Historic Resource Registry. The Magnolia Historic Cemetery is eligible for listing on the national register under the following criteria:

- Due to the number of vernacular markers present the cemetery embodies the distinctive characteristics of type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; and/or
- Have yielded, or may be likely to yield, information important in prehistory or history.

The Commercial Property Improvement Program is designed to support the preservation and

enhancement of commercial, non-residential buildings and historic cemeteries, increase building occupancy and reuse, eliminate and prevent blight, and preserve and enhance the tax base in accordance with public purposes. For all qualified historical cemetery projects, the program allows for up to \$100,000 in funding.

The Magnolia Cemetery, deeded in 1897 by Margaret King is adjacent to the AME Zion Historic Cemetery. Magnolia Cemetery was subsequently deeded to the AME Zion Burial Association, which was operating out of the Talbot Chapel and does not appear to have been used until after the 20th century. There are 1026 marked burials and more than 1200 unmarked/unidentified burials.

The site was severely damaged by Hurricane Sally. Several large trees and tree limbs came down, damaging several historical markers and monuments. Although tree falls were removed, there was very limited funding available to remove or trim damaged trees still standing.

The Magnolia Cemetery CIP application has identified 4 large trees which currently pose threats to several historical markers and monuments within the cemetery. These trees are either dead or dying and should be removed to mitigate any further damage to markers as repairs to these historical structures are costly. Also, all remaining trees will be pruned to avoid further damage to sites within the cemetery.

In addition to the cost for tree removal and pruning, the application seeks to fund the repairs and preservation of 2 monuments which have been identified as needing urgent restoration due to safety concerns and the possibility of the structures being lost.

The not-for-profit Historic AME Zion Burial Association, which has oversight of the cemetery, partners with the UWF Archeology Institute and the UWF Historic Trust in providing professional services pro bono in directing the historic preservation efforts at this significant historic cemetery. The AME Zion Burial Association, a not-for-profit organization, is seeking funding for support of this historic cemetery. They are required to provide a funding match of no less than 10%. UWF will be providing graduate level archeology students to conduct preservation work, at no cost, under the oversight of a contracted professional conservator. The pro bono work conducted by the trained graduate students is calculated as an in-kind contribution based on the lower 25% hourly average of Occupational Employment and Wages for Anthropologists and Archeologists from the U.S. Bureau of Labor and Statistics. Additional pro bono work as enumerated in the attached application exceeds the necessary match requirement.

The requested program award will provide funding needed to complete emergency hazardous tree improvements along with preservation work to mitigate potential historical marker loss and continued deterioration.

#### **PRIOR ACTION:**

December 11, 2017 – The CRA approved the Commercial Façade Improvement Program to be administered within target districts of the City of Pensacola's designated community

redevelopment areas.

February 5, 2018 – The CRA approved the Westside Redevelopment Board recommendation to amend the Westside Commercial Façade Improvement Target Area Boundaries to include the west side of Pace Boulevard from Cervantes Street to Main Street.

December 10, 2018 – The CRA approved amendments to the Commercial Façade Improvement Program.

November 11, 2022 – The CRA approved the Commercial Property Improvement Program policy.

**FUNDING:**

|                                      |                                                             |
|--------------------------------------|-------------------------------------------------------------|
| Budget: \$100,000                    | Westside TIF Fund - Commercial Property Improvement Program |
| Actual: \$100,000                    |                                                             |
| <u>          \$100,000          </u> | <b>TOTAL</b>                                                |

**FINANCIAL IMPACT:**

Funding is available in the FY2024 Westside TIF Fund Commercial Property Improvement Program line item.

**LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes**

1/29/2024

**STAFF CONTACT:**

David Forte, Deputy City Administrator  
Sherry Morris, Development Services Director  
Victoria D'Angelo, CRA Division Manager  
Hilary Halford, CRA Division Assistant Manager

**ATTACHMENTS:**

1. Magnolia Cemetery CPIP Application 2.5.2024
2. Westside Plan Cemetery Reference pp 34

**PRESENTATION: Yes**

HISTROIC AME ZION BURIAL ASSOCIATION, INC.

FOR

HISTORIC MAGNOLIA CEMETERY

601 W. BRAINERD STREET at 1110 N. A Street [NORTH]

PENSACOLA, FL

CITY OF PENSACOLA, COMMUNITY REDEVELOPMENT AGENCY

COMMERCIAL PROPERTY IMPROVEMENT PROGRAM

FUNDING REQUEST APPLICATION

CRA BOARD APPROVAL REQUEST

FEBRUARY 5, 2024

## COMMERCIAL PROPERTY IMPROVEMENT PROGRAM



Administered by:

**City of Pensacola Community Redevelopment Agency**

222 West Main Street, 3<sup>rd</sup> Floor

Pensacola, Florida 32502

Phone: (850) 436-5640

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### PRE-ELIGIBILITY APPLICATION

#### Property Ownership

Owner Name(s): Historic AME Zion Burial Association, Inc. representing AME Zion Church Trustees

*If more than one owner include all names.*

Are there any owners on the deed that are unable to authorize participation? Yes/No

If so, please explain the circumstances:

#### Contact Information

Name (Primary Owner Applicant or Representative): Rev. Donald R. Harris, Sr.

Mailing Address: 3248 Sundial Circle, Cantonment, FL 32533

Phone: 850.5015737

Email (if available): drharris1@bellsouth.net

**Attach valid state identification for the primary owner who is requesting assistance and representative (if applicable).**

<https://search.sunbiz.org/Inquiry/corporationsearch/SearchResultDetail?inquirytype=EntityName&directionType=Initial&searchNameOrder=HISTORICAMEZIONBURIALASSOCIATI%20N180000029030&aggregateld=domnp-n18000002903-b4c6c969-4090-414f-9601-6df78ee08f4b&searchTerm=HISTORICAL%20SOCIETY%20OF%20TAVARES%20INC.&listNameOrder=HISTORICALSOCIETYTAVARES%20N070000093160>

#### Property Information – Magnolia Cemetery

Address: 601 W. Brainerd St. at 1110 N."A" Street

Indicate property type:

☐ Commercial or Non-Residential    ☐ Mixed Use    ☒ Cemetery

If cemetery, provide name: **Magnolia Cemetery**

**Do you consider the property to be historically or culturally significant?** Yes/No

If yes, describe significance: Established in the 1880s, the cemetery is a first-generation post emancipation burial ground. Many who rest here were born into slavery. It also contains excellent examples of vernacular markers and monuments made by local artisans. There are several examples of West African and Afro-Caribbean cultural traditions expressed in the funerary architecture. This site tells the story of many in Pensacola's African American community moving from slavery to freedom following the Civil War.



**Does the owner have a mortgage on the property?** Yes / **No**

If yes, are payments current? Yes / No

Name of Lienholder(s): \_\_\_\_\_

**Are there any liens or code violations on the property?** Yes / **No**

**Are property tax payments current?** Yes / No / **N/A**

### **Occupancy and Use**

**Is the property vacant or occupied?** \_\_\_\_ **N/A** \_\_\_\_

Write "N/A" if not applicable.

**If occupied,**

Describe the current use of the property? - The property is a historic cemetery, featuring more than 2300 burial sites. It is not actively used for burials at this point. Some information on the cemetery can be accessed on the Cemetery GIS dashboard.

<https://pns.maps.arcgis.com/apps/dashboards/7492f3cdb4a94106abcb29684785c224>

Who is/are the current tenant(s)? N/A

write "N/A" if not applicable.

If leased, attach copy of lease agreement.

**Describe the expected use of the property after project completion?** \_\_ Site preservation of an outdoor museum and inviting green space.

Heritage tourism site to compliment others in our community.

### **Project Summary**

Please provide a brief description of the work that is needed:

Currently there are two trees that need to be removed and the remaining 15 will require significant trimming and uplifting by a company with a certified arborist. Many of the trees are heritage status and a pruning plan will need to be signed off on by the city arborist. All tree work will be monitored pro-bono by students or staff associated with the University of West Florida Archaeology Institute. There are currently 235 sites in the cemetery which are in poor condition. A priority list of 12 sites to address in the scope of this project with photographs is included as an attachment. Conservation work will be monitored and assisted by a graduate student associated with the UWF Archaeology Institute.

Are there any issues hindering reuse of the property? **Yes** / No.

If so, please describe: It is a historic burial ground. See if occupied above.

### **Storm Damage**

Has the property been damaged by a hurricane or other natural disaster? **Yes** / No

If so, describe the natural disaster and damage that occurred that still requires repair.

Magnolia Cemetery was severely damaged in Hurricane Sally. Several large trees and tree limbs came down damaging several historic markers and monuments. Treefalls were removed but there was very limited funding available to remove or trim damaged trees still standing. Trees have been

removed as funding permits and several markers/monuments have been addressed (Magnolia Cemetery in combination with its sister cemetery AME Zion receive \$25,000 per year for landscape maintenance from the Tourist Development Commission with support by the Escambia County Board of County Commissioners). 100% is applied to site maintenance. These funds are managed pro bono by the UWF Historic Trust which provides flow through and accountability for the County. The UWF Archaeology Institute provides pro bono professional oversight for conservation efforts. Local vendors from the African American community are providers of landscape maintenance and tree work when possible. A professional conservator works on historic markers/monuments. Please note that the not-for-profit Historic AME Zion Burial Association partners with the UWF Archaeology Institute and the UWF Historic Trust in providing professional services pro bono in directing historic preservation efforts at this significant historic cemetery.

Has a claim been submitted to an insurance company and/or FEMA and been denied?

Yes / **No** If yes, please explain: \_The cemetery does not qualify for FEMA because of its not-for-profit status (501(c) 3 (this possibility was thoroughly explored with FEMA). Additionally FEMA review of the cemetery did not consider the cemetery to be an eligible structure. However, FEMA tree removal teams did pick up debris at street side and the city also picked up debris. Damage insurance is typically not carried by stewards of cemeteries of this type as it would be extremely expensive, if even available. Note: As a not-for-profit organization, St. Michael's Cemetery Foundation cannot carry insurance for damage.

#### **CERTIFICATION**

By certifying this document, I/we (as may be on behalf of the owner(s) pursuant to a duly executed affidavit of representation), understand and agree that:

- Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83. I/we further understand that any willful misstatement of information will be grounds for disqualification. I/we certify that the application information provided is true and complete to the best of my/our knowledge. I/we consent to the disclosure of information for the purpose certifying my/our eligibility for program assistance. I/we agree to provide any documentation needed to assist in determining eligibility.
- This pre-qualification process is a screening procedure to determine if potential participants meet minimum requirements necessary for participation in the City of Pensacola Community Redevelopment Agency Commercial Property Improvement Program and does not guarantee that funding will be provided under the program.
- A preliminary inspection of the property will occur as a part of the pre-qualification process, which will inform the extent of work necessary to rehabilitate the property. I/we agree to fully cooperate with the program representative(s) and to indemnify and hold harmless the CRA, the City of Pensacola, and their agents and employees from and against claims, suits, actions, liability, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from eligibility screening related to, and/or participation in, this program provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including loss of use resulting therefrom, directly or indirectly caused by, resulting from, arising out of or occurring in connection with this program.



or to injury to or destruction of tangible property including loss of use resulting therefrom, directly or indirectly caused by, resulting from, arising out of or occurring in connection with this program.

Donald R. Harris 2/17/23  
Applicant Signature Date

Co-Applicant Signature Date

Print Name: Rev. Donald R. Harris, Sr.

Print Name:

I am the: Owner/Representative (circle one)

I am the: Owner/Representative (circle one)

*If acting on behalf of the owner(s), please submit an executed and notarized Affidavit and Authorization for Representation form which can be obtained from the CRA Office.*

Karen Mims 2-17-23  
Witness #1 Date

Print Name: Karen Mims

Witness #2 Date

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

Jennifer Melcher 2/17/23  
Witness #1 Date

Print Name: Jennifer Melcher

Witness #2 Date

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

### CRA OFFICE USE ONLY

Estimated anticipated funding required \$\_\_\_\_\_.

CRA District \_\_\_\_\_.

TAX EXEMPTION STATUS INFORMATION

# *State of Florida*

## *Department of State*

I certify from the records of this office that HISTORIC A.M.E. ZION BURIAL ASSOCIATION INC. is a corporation organized under the laws of the State of Florida, filed on March 14, 2018, effective March 14, 2018.

The document number of this corporation is N18000002903.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on May 11, 2022, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Seventeenth day of February,  
2023*



  
Secretary of State

Tracking Number: 5794756411CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 11 2018

HISTORIC AME ZION BURIAL  
ASSOCIATION INC  
425 NORTH REUS  
PENSACOLA, FL 32501-0000

Employer Identification Number:  
82-4780642  
DLN:  
26053496002608  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
March 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
March 14, 2018  
Contribution Deductibility:  
yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

-2-

HISTORIC AME ZION BURIAL

Sincerely,

*Stephen A. Miller*

Director, Exempt Organizations  
Rulings and Agreements

Letter 947



African Methodist Episcopal Zion Church ~ Historic A.M.E. Zion Burial Association, Inc.

### Resolution of Signing Authority

WHEREAS, the Historic A.M.E. Zion Burial Association, Inc., is determined to grant signing authority to person(s) described hereunder and TO CERTIFY TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE FLORIDA CONFERENCE BURIAL ASSOCIATION OF THE AFRICAN METHODIST EPISCOPAL ZION CHURCH HELD ON **TUESDAY, JANUARY 31, 2023, CONFERENCE CALL.**

RESOLVED THAT the Burial Association has decided to authorize, **Reverend Donald R. Harris, Sr.** and is hereby authorized to sign all the documents and receive all funding in relations to the City of Pensacola Community Redevelopment Agency (CRA) Grant on behalf of the Historic A.M.E. Zion Burial Association, Inc. This Resolution shall be binding on the Association, until the same is withdrawn by giving written notice of the Historic A.M.E. Zion Burial Association, Inc.

RESOLVED FURTHER THAT, a copy of the above resolution duly certified as true by designated Secretary and Treasurer/authorized signatories of the Association.

*D. Mackell Eady*  
Secretary Signature

Feb 17, 2023  
Date

#### NOTARY:

Signed before me this 17 day of February 2023

☒ Personally Know  
☐ Produced Identification

(Seal)



CYNTHIA ADKINS  
Commission # GG 331412  
Expires September 6, 2023  
Bonded Thru Budget Notary Services

*Cynthia Adkins*  
Notary Signature



## MATCHING REQUIREMENT COMMITMENT



COMMERCIAL PROPERTY IMPROVEMENT PROGRAM

Administered by:  
City of Pensacola Community Redevelopment Agency  
222 West Main Street, 3rd Floor  
Pensacola, Florida 32502  
Phone: (850) 436-5640

MATCHING COMMITMENT

Owner Name: Historic AME Zion Burial Association, Inc.

Property Address: Historic Magnolia - 601 W. Brainerd St. at 11110 North A Street (North)

Total Project Cost: \$100,000

% Match Required: 10%

\$ Match Required: \$10,000

CASH \$

Amount

Cash Deposit\* \$

IN KIND (Attach documents as enumerated below.)

Materials\*\* Per Unit Cost # Units Total Cost

\$

Donated Professional Services\*\*\* Hourly Rate\*\*\*\* # Hours Total Cost

|                                 |    |       |     |    |          |
|---------------------------------|----|-------|-----|----|----------|
| [Graduate Level] Volunteer      |    |       |     |    |          |
| Anthropologist/Archeologist (3) | \$ | 24.05 | 60  | \$ | 1,443.00 |
| Graduate Assistant              | \$ | 20.18 | 150 | \$ | 3,027.00 |
| PI/Research Associate           | \$ | 48.35 | 75  | \$ | 3,626.25 |
| Research Associate              | \$ | 30.74 | 25  | \$ | 768.50   |
| Payroll Clerk                   | \$ | 23.86 | 25  | \$ | 596.50   |
| UWF Business Manager            | \$ | 47.16 | 50  | \$ | 2,358.00 |

**TOTAL MATCH** \$ **11,819.25**

NOTES

\*Cash must be deposited with the CRA Office prior to project commencement.

\*\*Attach 3 comparisons. Calculation to reflect average.

\*\*\*Subject to 10% cap.

\*\*\*\* Per Bureau of Labor and Statistics hourly rate for applicable service in current year. Attach proof of rate and letter of hourly commitment from Contractor.

OWNER CERTIFICATION

I, Owner/Representative of the property above listed, hereby agree and commit to provide the project match enumerated above. I understand that should I fail to provide the required match that I shall be deemed in default of the program requirements.

Owner Signature:

Printed Name:

Date:

Donald Harris  
Donald Harris  
1/25/2024

25 January 2024

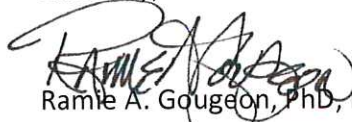
Hilary Halford  
Assistant CRA Division Manager  
222 W Main St.  
Pensacola, FL 32502

Dear Ms. Halford,

The Archaeology Institute will provide in-kind support for the Community Redevelopment Agency Commercial Property Improvement Program application for Magnolia Cemetery. This will include three hundred and twenty-five hours of faculty, staff and graduate student time.

We appreciate this opportunity and look forward to working with you on this important project.

Sincerely,

  
Ramie A. Gougeon, PhD, RPA  
Interim Director



## Occupational Employment and Wage Statistics

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## Occupational Employment and Wages, May 2022

## 19-3091 Anthropologists and Archeologists

Study the origin, development, and behavior of human beings. May study the way of life, language, or physical characteristics of people in various parts of the world. May engage in systematic recovery and examination of material evidence, such as tools or pottery remaining from past human cultures, in order to determine the history, customs, and living habits of earlier civilizations.

[National estimates for Anthropologists and Archeologists](#)[Industry profile for Anthropologists and Archeologists](#)[Geographic profile for Anthropologists and Archeologists](#)**National estimates for Anthropologists and Archeologists:**

Employment estimate and mean wage estimates for Anthropologists and Archeologists:

| Employment (1) | Employment<br>RSE (3) | Mean hourly<br>wage | Mean annual<br>wage (2) | Wage RSE (3) |
|----------------|-----------------------|---------------------|-------------------------|--------------|
| 7,350          | 9.4 %                 | \$ 32.84            | \$ 68,310               | 1.4 %        |

Percentile wage estimates for Anthropologists and Archeologists:

| Percentile      | 10%       | 25%       | 50%<br>(Median) | 75%       | 90%        |
|-----------------|-----------|-----------|-----------------|-----------|------------|
| Hourly Wage     | \$ 19.36  | \$ 24.05  | \$ 30.74        | \$ 39.00  | \$ 48.35   |
| Annual Wage (2) | \$ 40,260 | \$ 50,020 | \$ 63,940       | \$ 81,120 | \$ 100,560 |

Volunteer Anthropologist  
Archeologist

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## Occupational Employment and Wages, May 2022

### 19-4061 Social Science Research Assistants

Assist social scientists in laboratory, survey, and other social science research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Excludes "Teaching Assistants, Postsecondary" (25-9044).

[National estimates for Social Science Research Assistants](#)[Industry profile for Social Science Research Assistants](#)[Geographic profile for Social Science Research Assistants](#)

#### National estimates for Social Science Research Assistants:

Employment estimate and mean wage estimates for Social Science Research Assistants:

| Employment (1) | Employment<br>RSE (3) | Mean hourly<br>wage | Mean annual<br>wage (2) | Wage RSE (3) |
|----------------|-----------------------|---------------------|-------------------------|--------------|
| 28,720         | 1.6 %                 | \$ 27.77            | \$ 57,760               | 1.0 %        |

Closest to Graduate Assistant

Percentile wage estimates for Social Science Research Assistants:

| Percentile      | 10%       | 25%       | 50%<br>(Median) | 75%       | 90%       |
|-----------------|-----------|-----------|-----------------|-----------|-----------|
| Hourly Wage     | \$ 16.28  | \$ 20.18  | \$ 24.26        | \$ 30.82  | \$ 39.59  |
| Annual Wage (2) | \$ 33,860 | \$ 41,980 | \$ 50,470       | \$ 64,100 | \$ 82,350 |





## Occupational Employment and Wage Statistics

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## Occupational Employment and Wages, May 2022

## 19-3091 Anthropologists and Archeologists

Study the origin, development, and behavior of human beings. May study the way of life, language, or physical characteristics of people in various parts of the world. May engage in systematic recovery and examination of material evidence, such as tools or pottery remaining from past human cultures, in order to determine the history, customs, and living habits of earlier civilizations.

[National estimates for Anthropologists and Archeologists](#)[Industry profile for Anthropologists and Archeologists](#)[Geographic profile for Anthropologists and Archeologists](#)**National estimates for Anthropologists and Archeologists:**

Employment estimate and mean wage estimates for Anthropologists and Archeologists:

| Employment (1) | Employment RSE (3) | Mean hourly wage | Mean annual wage (2) | Wage RSE (3) |
|----------------|--------------------|------------------|----------------------|--------------|
| 7,350          | 9.4 %              | \$ 32.84         | \$ 68,310            | 1.4 %        |

Percentile wage estimates for Anthropologists and Archeologists:

| Percentile      | 10%       | 25%       | 50% (Median) | 75%       | 90%        |
|-----------------|-----------|-----------|--------------|-----------|------------|
| Hourly Wage     | \$ 19.36  | \$ 24.05  | \$ 30.74     | \$ 39.00  | \$ 48.35   |
| Annual Wage (2) | \$ 40,260 | \$ 50,020 | \$ 63,940    | \$ 81,120 | \$ 100,560 |

Closest to  
P1 / Research Associate



## Occupational Employment and Wage Statistics

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## Occupational Employment and Wages, May 2022

## 19-3091 Anthropologists and Archeologists

Study the origin, development, and behavior of human beings. May study the way of life, language, or physical characteristics of people in various parts of the world. May engage in systematic recovery and examination of material evidence, such as tools or pottery remaining from past human cultures, in order to determine the history, customs, and living habits of earlier civilizations.

[National estimates for Anthropologists and Archeologists](#)[Industry profile for Anthropologists and Archeologists](#)[Geographic profile for Anthropologists and Archeologists](#)**National estimates for Anthropologists and Archeologists:**

Employment estimate and mean wage estimates for Anthropologists and Archeologists:

| Employment (1) | Employment<br>RSE (3) | Mean hourly<br>wage | Mean annual<br>wage (2) | Wage RSE (3) |
|----------------|-----------------------|---------------------|-------------------------|--------------|
| 7,350          | 9.4 %                 | \$ 32.84            | \$ 68,310               | 1.4 %        |

Percentile wage estimates for Anthropologists and Archeologists:

| Percentile      | 10%       | 25%       | 50%<br>(Median) | 75%       | 90%        |
|-----------------|-----------|-----------|-----------------|-----------|------------|
| Hourly Wage     | \$ 19.36  | \$ 24.05  | \$ 30.74        | \$ 39.00  | \$ 48.35   |
| Annual Wage (2) | \$ 40,260 | \$ 50,020 | \$ 63,940       | \$ 81,120 | \$ 100,560 |

Closest to  
Research Associate



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## Occupational Employment and Wages, May 2022

## 43-3051 Payroll and Timekeeping Clerks

Compile and record employee time and payroll data. May compute employees' time worked, production, and commission. May compute and post wages and deductions, or prepare paychecks. Excludes "Bookkeeping, Accounting, and Auditing Clerks" (43-3031).

[National estimates for Payroll and Timekeeping Clerks](#)

[Industry profile for Payroll and Timekeeping Clerks](#)

[Geographic profile for Payroll and Timekeeping Clerks](#)

**National estimates for Payroll and Timekeeping Clerks:**

Employment estimate and mean wage estimates for Payroll and Timekeeping Clerks:

| Employment (1) | Employment<br>RSE (3) | Mean hourly<br>wage | Mean annual<br>wage (2) | Wage RSE (3) |
|----------------|-----------------------|---------------------|-------------------------|--------------|
| 159,190        | 1.3 %                 | \$ 25.14            | \$ 52,300               | 0.4 %        |

Percentile wage estimates for Payroll and Timekeeping Clerks:

| Percentile      | 10%       | 25%       | 50%<br>(Median) | 75%       | 90%       |
|-----------------|-----------|-----------|-----------------|-----------|-----------|
| Hourly Wage     | \$ 16.45  | \$ 19.46  | \$ 23.86        | \$ 29.41  | \$ 35.37  |
| Annual Wage (2) | \$ 34,220 | \$ 40,470 | \$ 49,630       | \$ 61,170 | \$ 73,580 |



## Occupational Employment and Wage Statistics

Search Occupational Em

OEWS Home

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About OEWS ▾

Contact OEWS

## Occupational Employment and Wages, May 2022

## 11-1021 General and Operations Managers

Plan, direct, or coordinate the operations of public or private sector organizations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. Usually manage through subordinate supervisors. Excludes First-Line Supervisors.

[National estimates for General and Operations Managers](#)[Industry profile for General and Operations Managers](#)[Geographic profile for General and Operations Managers](#)**National estimates for General and Operations Managers:**

Employment estimate and mean wage estimates for General and Operations Managers:

| Employment (1) | Employment RSE (3) | Mean hourly wage | Mean annual wage (2) | Wage RSE (3) |
|----------------|--------------------|------------------|----------------------|--------------|
| 3,376,680      | 0.3 %              | \$ 59.07         | \$ 122,860           | 1.1 %        |

Percentile wage estimates for General and Operations Managers:

| Percentile      | 10%       | 25%       | 50% (Median) | 75%        | 90%        |
|-----------------|-----------|-----------|--------------|------------|------------|
| Hourly Wage     | \$ 20.90  | \$ 29.34  | \$ 47.10     | \$ 74.31   | \$ 106.38  |
| Annual Wage (2) | \$ 43,470 | \$ 62,070 | \$ 98,100    | \$ 154,560 | \$ 221,270 |

CULTURAL/HISTORICAL SIGNIFICANCE LETTERS OF SUPPORT



UNIVERSITY of WEST FLORIDA  
**HISTORIC TRUST**

---

February 15, 2023

City of Pensacola  
Community Redevelopment Agency  
222 W Main Street  
Pensacola, FL 32502

RE: Historical/Cultural Significance Historic Magnolia Cemetery

Ms. Halford,

Upon your request, I have assessed the historical significance of Magnolia Cemetery located at W. Brainerd and N. "B" Street. I am also familiar with this site through various projects and professionals that have worked on preserving the cemetery.

This cemetery has played an important role in the African American community since it was established in the 1880s. There are around 1,112 identified graves dating from 1883 – 2006. Archaeologists and historians have researched a number of the individuals buried in the cemetery and found many of them were born into slavery. These individuals would have experienced a change from slavery to freedom following the Civil War. Magnolia Cemetery provided people of color a place to receive a proper burial.

The markers and monuments found in the cemetery are significant for the funerary markings and designs. Many of them contain West African and Afro-Caribbean funerary cultural traditions. There are great examples of local artisans that have made monuments and markers in the vernacular style. Architecturally, the cemetery is a great resource in studying cultural traditions related to funerary structures.

Based on the CRA Commercial Improvement Program Guidelines, Magnolia Cemetery meets the qualifications as a culturally and historically site. It is important that all work in the cemetery meets the Secretary of the Interior's Standards and is completed by trained professionals.

Sincerely,

Ross Pristera  
Historic Preservationist





February 15, 2023

City of Pensacola  
Community Redevelopment Agency  
222 W. Main St.  
Pensacola, FL 32502

RE: Letter request for historical/cultural significance of Magnolia Cemetery

Ms. Halford,

This letter serves as a statement on the historical and cultural significance of the historic Magnolia Cemetery located at W. Brainerd and N. "B" streets, which is co-located with A.M.E. Zion Cemetery just to the south.

Magnolia Cemetery was established in 1882 and deeded separately from A.M.E. Zion Cemetery, both of which were associated with the AME Zion Burial Association and the A.M.E. Zion Talbot Chapel. The cemetery has approximately 700 marked burials including roughly 150 vernacular style markers. The earliest known marker dates to 1903 and the last recorded burial occurred in 1995.

Burial associations were prevalent in Pensacola after the Civil War to support the community and to ensure that people of color received a dignified funeral and burial. Some of the markers in the cemetery exhibit fraternal organization membership through symbols, representing groups including the Knights of Pythias and Odd Fellows. Evidence of these fraternal organizations provides valuable information about social engagement during the 19<sup>th</sup> century, particularly within the African American community. The study of iconography, ornamentation, and masonry construction of grave markers can provide a wealth of cultural context for a community. Historic cemeteries can be equated to outdoor archives that are vital to understanding our diverse past and acknowledging marginalized communities throughout Pensacola's history.

This resource is culturally and historically significant per the definitions outlined in the CRA Commercial Property Improvement Program guidelines. All alterations and/or repairs should include historically accurate and appropriate materials, and all work should conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties. Additional resources are available through the National Center for Preservation Technology and Training. Please feel free to reach out if additional information is needed.

Thanks,

A handwritten signature in black ink that reads "Adrienne F. Walker". The signature is written in a cursive, flowing style.

**Adrienne Walker, RPA**  
*Cultural Resources Coordinator*

222 West Main Street Pensacola, Florida 32502  
Ph: 850.435.1603 | Fax: 850.435.1611 | TTY/D: 850.436.1666  
[www.cityofpensacola.com](http://www.cityofpensacola.com)



January 24, 2024

City of Pensacola  
Community Redevelopment Agency  
222 W. Main St.  
Pensacola, FL 32502

RE: Letter request for clarification on AME Zion and Magnolia cemeteries

Ms. Halford,

This letter serves as a statement on the official names of AME Zion and Magnolia cemeteries located along "A" Street between W. Gonzalez and W. Brainerd Streets. The names of the cemeteries in the Westside Redevelopment Plan are mislabeled and do not reflect their current nomenclature.

The Talbert Chapel Cemetery, officially referred to as AME Zion Cemetery in more recent years, is located at W. Gonzalez and "A" Streets (south cemetery). The cemetery labeled AME Zion Cemetery in the Westside Redevelopment Plan is officially referred to as Magnolia Cemetery and is located at W. Brainerd and "A" Streets (north cemetery).

Please feel free to reach out if additional information is needed.

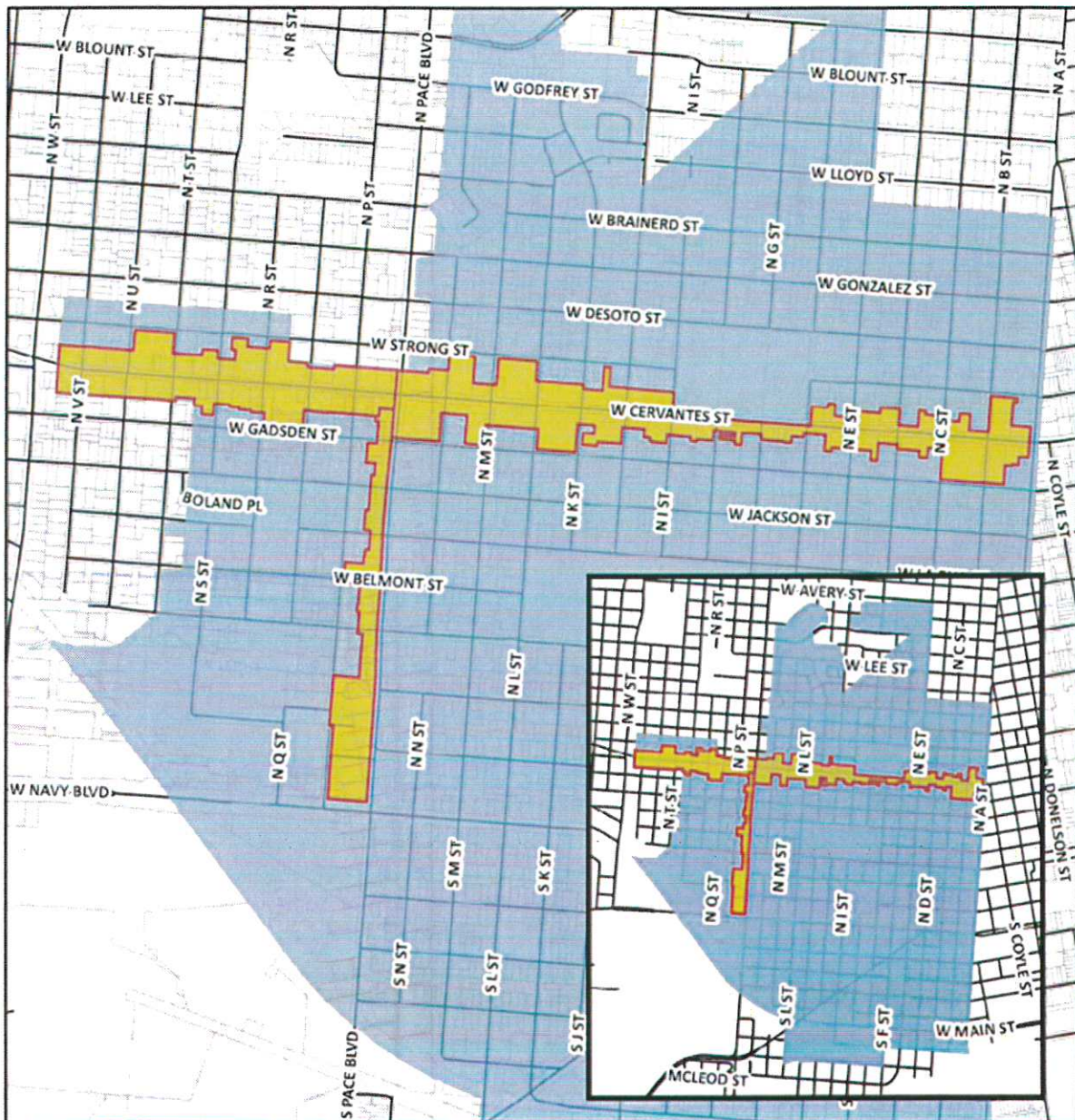
Thanks,

A handwritten signature in cursive script that reads "Adrienne F. Walker".

**Adrienne Walker, M.A., RPA**  
*Historic Preservation Planner*



PROPERTY LOCATION MAP



**Legend**

All eligible property types  Historical and Culturally Significant Only

Date: 10/26/2022



# Historic Magnolia Cemetery Location



ESCAMBIA COUNTY PROPERTY APPRAISERS' OFFICE INFORMATION



[Restore Full Version](#)

| General Information                                                          |                                                                                                                | Assessments                                  |             |              |              |                       |
|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------|--------------|--------------|-----------------------|
| <b>Parcel ID:</b>                                                            | 000S009060001010                                                                                               | <b>Year</b>                                  | <b>Land</b> | <b>Imprv</b> | <b>Total</b> | <b><u>Cap Val</u></b> |
| <b>Account:</b>                                                              | 150110000                                                                                                      | 2023                                         | \$1         | \$0          | \$1          | \$1                   |
| <b>Owners:</b>                                                               | AME ZION BURIAL ASSOCIATION                                                                                    | 2022                                         | \$1         | \$0          | \$1          | \$1                   |
| <b>Mail:</b>                                                                 | AME TRUSTEE CHAIRMAN - FL CONFERENCE<br>ATTN: REV DONALD HARRIS<br>3248 SUNDIAL CIRCLE<br>CANTONMENT, FL 32533 | 2021                                         | \$1         | \$0          | \$1          | \$1                   |
| <b>Situs:</b>                                                                | BRAINERD & A ST 32501                                                                                          | <a href="#">Disclaimer</a>                   |             |              |              |                       |
| <b>Use Code:</b>                                                             | CEMETERY-ACTIVE/IN-USE                                                                                         | <a href="#">Tax Estimator</a>                |             |              |              |                       |
| <b>Taxing Authority:</b>                                                     | PENSACOLA CITY LIMITS                                                                                          | <a href="#">File for Exemption(s) Online</a> |             |              |              |                       |
| <b>Tax Inquiry:</b>                                                          | <a href="#">Open Tax Inquiry Window</a>                                                                        | <a href="#">Report Storm Damage</a>          |             |              |              |                       |
| Tax Inquiry link courtesy of Scott Lunsford<br>Escambia County Tax Collector |                                                                                                                |                                              |             |              |              |                       |

| Sales Data                                                                                                      |             |             |              |             |                                      | 2023 Certified Roll Exemptions                                                                                         |  |
|-----------------------------------------------------------------------------------------------------------------|-------------|-------------|--------------|-------------|--------------------------------------|------------------------------------------------------------------------------------------------------------------------|--|
| <b>Sale Date</b>                                                                                                | <b>Book</b> | <b>Page</b> | <b>Value</b> | <b>Type</b> | <b>Official Records (New Window)</b> | RELIGIOUS                                                                                                              |  |
| 02/1990                                                                                                         | 2906        | 133         | \$100        | OJ          |                                      | <b>Legal Description</b>                                                                                               |  |
| 10/1897                                                                                                         | 18          | 337         | \$100        | WD          |                                      | ALL BLK 10 WEST KING TRACT DB 18 PG 337/338 ALSO ADJ N1/2 OF VAC R/W BRAINERD ST LYING BETWEEN E R/W LI OF "A" ST &... |  |
| Official Records Inquiry courtesy of Pam Childers<br>Escambia County Clerk of the Circuit Court and Comptroller |             |             |              |             |                                      | <b>Extra Features</b>                                                                                                  |  |
|                                                                                                                 |             |             |              |             |                                      | None                                                                                                                   |  |

**Parcel Information**

Section

Map Id: [CA107](#)

Approx. Acreage: 1.9144

Zoned:  
R-1A  
R-1A  
R-1A

Evacuation & Flood Information  
[Open Report](#)

[View Florida Department of Environmental Protection\(DEP\) Data](#)

[Launch Interactive Map](#)

PROPERTY PHOTOS







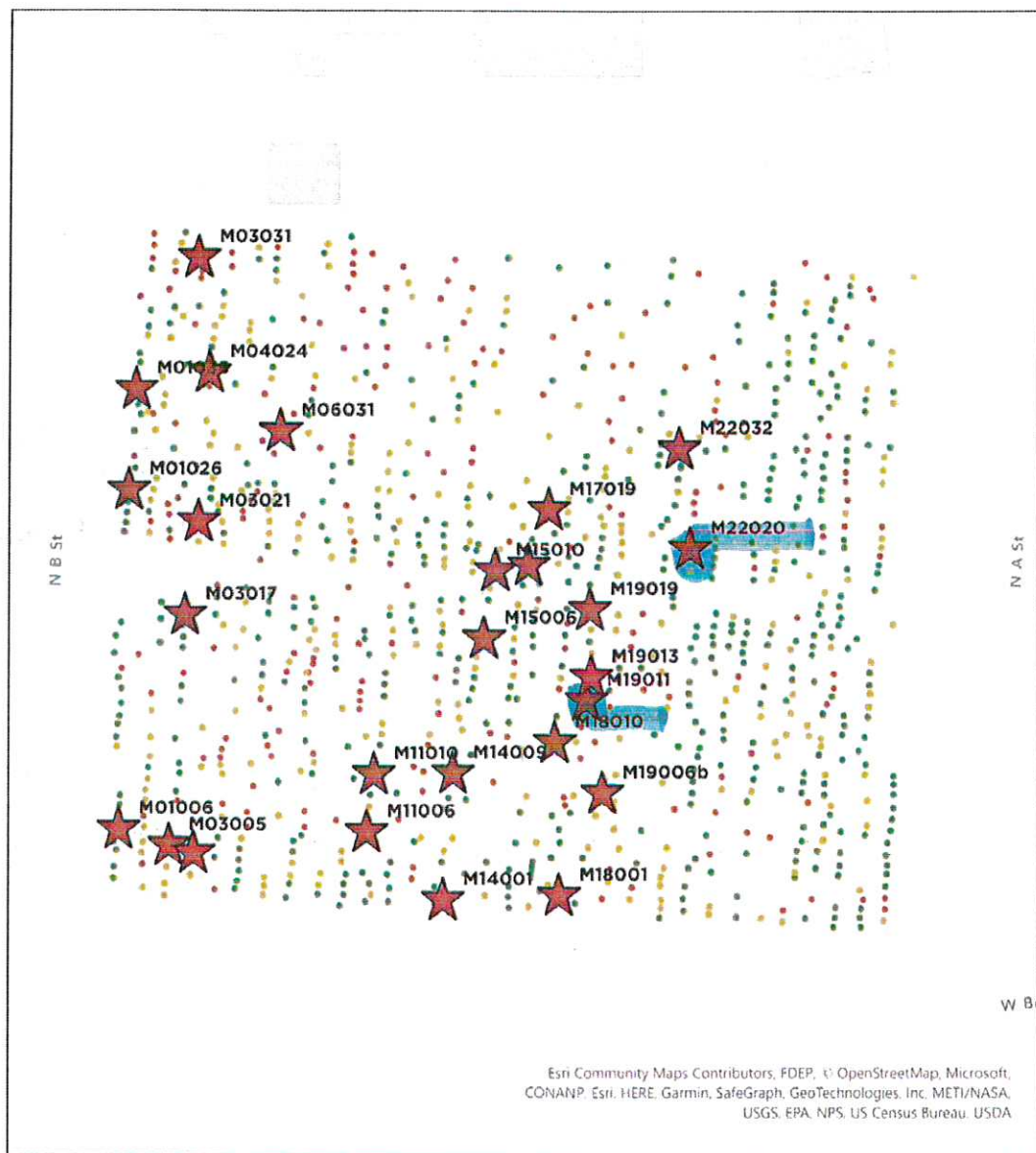






PROPOSED MONUMENTS TO BE PRESERVED

|                                               |   |
|-----------------------------------------------|---|
| Site M17019 Frank Jones                       | 1 |
| Site M22020 - Unknown Brick Above ground tomb | 1 |
| Site M11010 - Rev S. Allen                    | 1 |
| Site M19006b John                             | 1 |
| Site M16022 - Our Mother Rebe                 | 1 |
| Site M03021 Corene Hudson                     | 1 |
| Site M18010 - Louis Egbert Lowe               | 1 |
| Site M14009 - Liller Williams                 | 1 |
| Site M03005 Charlott Duncan                   | 1 |
| Site M04003 - Ressie Donald                   | 1 |
| Site M15006 - Fosse B. Faulks                 | 3 |
| Site M19019 - Richard Stallworth              | 3 |





## Site M17019 Frank Jones



Repair base and replace headstone on base

## Site M22020 - Unknown Brick Above ground tomb

Remortar, replaster, limewash/paint as appropriate



## Site M11010 - Rev S. Allen

Stabilize/ Repair



## Site M19006b John

Edge needs to be repaired, site stabilized, limewash/paint if appropriate



## Site M16022 - Our Mother Rebe

Stabilize, Restore, Limewash/paint as appropriate



## Site M03021 Corene Hudson

Repair mortar, stabilize, limewash/paint if appropriate





## Site M18010 - Louis Egbert Lowe

Rebuild edging & fill, replace name section currently on top of vault to the North



## Site M14009 - Liller Williams

Repair mortar/ stabilize



## Site M03005 Charlott Duncan

Repair mortar, stabilize, limewash/paint if appropriate



## Site M04003 - Ressie Donald

Repair mortar, stabilize, limewash/paint as appropriate





## Site M15006 - Fosse B. Faulks

Repair mortar, stabilize, limewash/paint as appropriate



## Site M19019 - Richard Stallworth

Stabilize, repair plaster, paint/limewash if appropriate



M04003 - Effie Bowman  
Raise & reset



*Existing Conditions: Cemeteries*

# Cemeteries

There are five cemeteries that are unique to the neighborhood's open space framework, however, they have been neglected over time and need to be preserved as an important statement of the community's sense of place and history. The cemeteries are identified as an important part of Pensacola's heritage; two governors and other political dignitaries are buried in St. John's Cemetery. The other cemeteries include St. Joseph's Cemetery, the Talbert Chapel Cemetery, the Jewish Orthodox Cemetery, and the AME Zion Cemetery. The Plan recommends reinvestment in the restoration of these cemeteries through beautification efforts and evaluating opportunities to visually connect the neighborhoods .

## Objective:

Recognize the historical and social value of the cemeteries as important components of the open space system and preserve their visual character. Enhance and upgrade the cemeteries through a well designed system of trails and landscape elements.



## Memorandum

**File #:** 23-1117

Community Redevelopment Agency

2/5/2024

### **ACTION ITEM**

**SPONSOR:** Jennifer Brahier - Chairperson

**SUBJECT:**

CRA COMMERCIAL PROPERTY IMPROVEMENT PROGRAM (CPIP) AWARD - AME ZION HISTORIC CEMETERY

### **RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) award a contract under the Commercial Property Improvement Program (CPIP) to AME Zion Burial Association Trustees, owners of the AME Zion Historic Cemetery, for hazardous tree removal and pruning and for preservation work on specified historic monuments located within the AME Zion Historic Cemetery, total not to exceed \$100,000. Further, the CRA authorize the CRA Chairperson to take all actions necessary to complete the project pursuant to the program documents.

### **SUMMARY:**

On December 11, 2017, the Community Redevelopment Agency (CRA) approved a Commercial Façade Improvement Program for administration within targeted districts of the City of Pensacola's designated community redevelopment areas, which was subsequently amended to the Commercial Property Improvement Program (CPIP). Implementation of this program is identified as a key redevelopment strategy within the City of Pensacola's Urban Core and Westside adopted community redevelopment plans. This cemetery is one of five (5) cemeteries identified in the plan as unique to the neighborhood's open space framework in need to be preserved as an important statement of the community's sense of place and history. AME Zion Historic Cemetery is a qualified cemetery because it is a publicly accessible historic cemetery designated for improvement within the City's adopted community redevelopment plan and listed as historic in the Florida Division of Historic Resource Registry. The AME Zion Historic Cemetery is eligible for listing on the national register under the following criteria:

- Due to the number of vernacular markers present the cemetery embodies the distinctive characteristics of type, period, or method of construction, or that represent work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; and/or
- Have yielded, or may be likely to yield, information important in prehistory or history.

The Commercial Property Improvement Program is designed to support the preservation and

enhancement of commercial, non-residential buildings and historic cemeteries, increase building occupancy and reuse, eliminate and prevent blight, and preserve and enhance the tax base in accordance with public purposes. For all qualified historical cemetery projects, the program allows for up to \$100,000 in funding.

The AME Zion Cemetery, originally deeded in 1882 to the AME Zion Church by Margret King, is a first-generation post-emancipation burial ground. Many who rest here were born into slavery. It contains excellent examples of vernacular markers and monuments made by local artisans. There are several examples of West African and Afro-Caribbean cultural traditions expressed in funerary architecture. The cemetery contains 1300 marked burials in addition to more than 2066 unmarked burial sites. The cemetery has multiple burial sites which pre-date the turn of the 20th century.

The site was severely damaged by Hurricane Sally. Several large trees and tree limbs came down, damaging several historical markers and monuments. Although tree falls were removed, there was very limited funding available to remove or trim damaged trees still standing.

The AME Zion Historic Cemetery CIP application has identified 3 large trees which currently pose threats to several historical markers and monuments within the cemetery. These trees are either dead or dying and should be removed to mitigate any further damage to markers as repairs to these historical structures are costly. Also, all remaining trees will be pruned to avoid further damage to sites within the cemetery.

In addition to the cost for tree removal and pruning, the application seeks to fund the repairs and preservation of 9 monuments which have been identified as needing urgent restoration due to safety concerns and the possibility of the structures being lost.

The not-for-profit Historic AME Zion Burial Association, which has oversight of the cemetery, partners with the UWF Archeology Institute and the UWF Historic Trust in providing professional services pro bono in directing the historic preservation efforts at this significant historic cemetery. The AME Zion Burial Association, a not-for-profit organization, is seeking funding for support of this historic cemetery, and are required to provide a funding match of no less than 10%. UWF will be providing graduate level archeology students to conduct preservation work, at no cost, under the oversight of a contracted professional conservator. The pro bono work conducted by the trained graduate students is calculated as an in-kind contribution of no less than \$10,000 based on the lower 25% hourly average of Occupational Employment and Wages for Anthropologists and Archeologists from the U.S. Bureau of Labor and Statistics. Additional pro bono work as enumerated in the attached application exceeds the necessary match requirement.

The requested program award will provide funding needed to complete emergency hazardous tree removal and tree maintenance along with preservation work to mitigate potential historical marker loss and continued deterioration.

**PRIOR ACTION:**



December 11, 2017 – The CRA approved the Commercial Façade Improvement Program to be administered within target districts of the City of Pensacola's designated community redevelopment areas.

February 5, 2018 – The CRA approved the Westside Redevelopment Board recommendation to amend the Westside Commercial Façade Improvement Target Area Boundaries to include the west side of Pace Boulevard from Cervantes Street to Main Street.

December 10, 2018 – The CRA approved amendments to the Commercial Façade Improvement Program.

November 11, 2022 – The CRA approved the Commercial Property Improvement Program policy.

**FUNDING:**

|                   |                                                                  |
|-------------------|------------------------------------------------------------------|
| Budget: \$100,000 | Westside Fund TIF Fund - Commercial Property Improvement Program |
| Actual: \$100,000 |                                                                  |
| <u>\$100,000</u>  | TOTAL                                                            |

**FINANCIAL IMPACT:**

Funding is available in the FY2024 Westside Fund TIF Fund Commercial Property Improvement Program line item.

**LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes**

1/26/2024

**STAFF CONTACT:**

David Forte, Deputy City Administrator - Community Development  
Sherry Morris, Development Services Director  
Victoria D'Angelo, CRA Assistant Manager  
Hilary Halford, CRA Program Manager

**ATTACHMENTS:**

1. AME Zion CPIP Application 2.5.2024
2. Westside Plan Cemetery Reference pp 34

**PRESENTATION: Yes**

HISTROIC AME ZION BURIAL ASSOCIATION, INC.

FOR

HISTORIC AME ZION CEMETERY

601 W. BRAINERD STREET at 1110 N. A Street [SOUTH]

PENSACOLA, FL

CITY OF PENSACOLA, COMMUNITY REDEVELOPMENT AGENCY

COMMERCIAL PROPERTY IMPROVEMENT PROGRAM

FUNDING REQUEST APPLICATION

CRA BOARD APPROVAL REQUEST

FEBRUARY 5, 2024

## COMMERCIAL PROPERTY IMPROVEMENT PROGRAM



Administered by:

**City of Pensacola Community Redevelopment Agency**

222 West Main Street, 3<sup>rd</sup> Floor

Pensacola, Florida 32502

Phone: (850) 436-5640

---

### PRE-ELIGIBILITY APPLICATION

#### Property Ownership

Owner Name(s): AME Zion Church Trustees

*If more than one owner include all names.*

Are there any owners on the deed that are unable to authorize participation? Yes/No

If so, please explain the circumstances:

#### Contact Information

Name (Primary Owner Applicant or Representative): Rev. Donald R. Harris, Sr.

Mailing Address: 3248 Sundial Circle, Cantonment, FL 32533

Phone: 850.5015737

Email (if available): drharris1@bellsouth.net

**Attach valid state identification for the primary owner who is requesting assistance and representative (if applicable).**

#### Property Information – AME Zion Cemetery

Address: 601 W. Brainerd St. at 1110 N."A" Street

**Indicate property type:**

☐ Commercial or Non-Residential    ☐ Mixed Use    ☒ Cemetery

If cemetery, provide name: **AME Zion Cemetery**

**Do you consider the property to be historically or culturally significant?** Yes/No

If yes, describe significance: Established in the 1880s, the cemetery is a first-generation post emancipation burial ground. Many who rest here were born into slavery. It also contains excellent examples of vernacular markers and monuments made by local artisans. There are several examples of West African and Afro-Caribbean cultural traditions expressed in the funerary architecture. This site tells the story of many in Pensacola's African American community moving from slavery to freedom following the Civil War.

**Does the owner have a mortgage on the property?** Yes / No

If yes, are payments current? Yes / No

Name of Lienholder(s): \_\_\_\_\_

**Are there any liens or code violations on the property?** Yes / No

**Are property tax payments current?** Yes / No / N/A

### **Occupancy and Use**

**Is the property vacant or occupied?** \_\_\_\_ N/A \_\_\_\_

Write "N/A" if not applicable.

#### **If occupied,**

Describe the current use of the property? - The property is a historic cemetery, featuring more than 2300 burial sites. It is not actively used for burials at this point. Some information on the cemetery can be accessed on the Cemetery GIS dashboard.

<https://pns.maps.arcgis.com/apps/dashboards/7492f3cdb4a94106abcb29684785c224>

Who is/are the current tenant(s)? N/A

write "N/A" if not applicable.

If leased, attach copy of lease agreement.

**Describe the expected use of the property after project completion?** \_\_ Site preservation of an outdoor museum and inviting green space.

Heritage tourism site to compliment others in our community.

### **Project Summary**

Please provide a brief description of the work that is needed:

Currently, there are two trees that need to be removed, One tree will require evaluation by a certified arborist to determine if it should be removed and the remaining 14 will require significant trimming and uplifting by a company with a certified arborist. Most of these trees are heritage status and a pruning plan will have to be signed off on by the city arborist. Additionally, 3 we would like to have 3 tree stumps removed as close to ground level as possible. All tree work will be monitored pro-bono by students or staff associated with the University of West Florida Archaeology Institute. There are currently 217 sites in the cemetery which are in poor condition. A priority list of 12 sites to address in this project's scope with photographs is included as an attachment. Conservation work will be monitored and assisted by a graduate student associated with the UWF Archaeology Institute. Additionally, a bike rack will be installed near where Brainard Street intersects. Photos of the current bike rack and details about vendors are also included.

Are there any issues hindering reuse of the property? **Yes** / No.

If so, please describe: It is a historic burial ground. See if occupied above.

### **Storm Damage**

Has the property been damaged by a hurricane or other natural disaster? **Yes** / No

If so, describe the natural disaster and damage that occurred that still requires repair.

AME Zion Cemetery was severely damaged in Hurricane Sally. Several large trees and tree limbs came down damaging several historic markers and monuments. Treefalls were removed but there was very limited funding available to remove or trim damaged trees still standing. Trees have been removed as funding permits and several markers/monuments have been addressed (Magnolia Cemetery in combination with its sister cemetery AME Zion receive \$25,000 per year for landscape maintenance from the Tourist Development Commission with support by the Escambia County Board



of County Commissioners). 100% is applied to site maintenance. These funds are managed pro bono by the UWF Historic Trust which provides flow through and accountability for the County. The UWF Archaeology Institute provides pro bono professional oversight for conservation efforts. Local vendors from the African American community are providers of landscape maintenance and tree work when possible. A professional conservator works on historic markers/monuments. Please note that the not-for-profit Historic AME Zion Burial Association partners with the UWF Archaeology Institute and the UWF Historic Trust in providing professional services pro bono in directing historic preservation efforts at this significant historic cemetery.

Has a claim been submitted to an insurance company and/or FEMA and been denied?

Yes / No If yes, please explain: \_The cemetery does not qualify for FEMA because of its not-for-profit status (501(c) 3 (this possibility was thoroughly explored with FEMA). Additionally, FEMA review of the cemetery did not consider the cemetery to be an eligible structure. However, FEMA tree removal teams did pick up debris at street side and the city also picked up debris. Damage insurance is typically not carried by stewards of cemeteries of this type as it would be extremely expensive, if even available. Note: As a not-for-profit organization, St. Michael's Cemetery Foundation cannot carry insurance for damage.

#### **CERTIFICATION**

By certifying this document, I/we (as may be on behalf of the owner(s) pursuant to a duly executed affidavit of representation), understand and agree that:

- Florida Statute 817 provides that willful false statements or misrepresentation concerning income, asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83. I/we further understand that any willful misstatement of information will be grounds for disqualification. I/we certify that the application information provided is true and complete to the best of my/our knowledge. I/we consent to the disclosure of information for the purpose certifying my/our eligibility for program assistance. I/we agree to provide any documentation needed to assist in determining eligibility.
- This pre-qualification process is a screening procedure to determine if potential participants meet minimum requirements necessary for participation in the City of Pensacola Community Redevelopment Agency Commercial Property Improvement Program and does not guarantee that funding will be provided under the program.
- A preliminary inspection of the property will occur as a part of the pre-qualification process, which will inform the extent of work necessary to rehabilitate the property. I/we agree to fully cooperate with the program representative(s) and to indemnify and hold harmless the CRA, the City of Pensacola, and their agents and employees from and against claims, suits, actions, liability, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from eligibility screening related to, and/or participation in, this program provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including loss of use resulting therefrom, directly or indirectly caused by, resulting from, arising out of or occurring in connection with this program.



or to injury to or destruction of tangible property including loss of use resulting therefrom, directly or indirectly caused by, resulting from, arising out of or occurring in connection with this program.

Donald B Harris 2/17/23  
Applicant Signature Date

Print Name: Rev. Donald R. Harris, Sr.  
\_\_\_\_\_

I am the: Owner/Representative (circle one)

*If acting on behalf of the owner(s), please submit an executed and notarized Affidavit and Authorization for Representation form which can be obtained from the CRA Office.*

Karen Mims 2-17-23  
Witness #1 Date

Print Name: Karen Mims

\_\_\_\_\_  
Witness #2 Date

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

\_\_\_\_\_  
Co-Applicant Signature Date

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

I am the: Owner/Representative (circle one)

Jennifer Melcher 2/17/23  
Witness #1 Date

Print Name: Jennifer Melcher

\_\_\_\_\_  
Witness #2 Date

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

### CRA OFFICE USE ONLY

Estimated anticipated funding required \$\_\_\_\_\_.

CRA District \_\_\_\_\_.

TAX EXEMPTION STATUS INFORMATION

# *State of Florida*

## *Department of State*

I certify from the records of this office that HISTORIC A.M.E. ZION BURIAL ASSOCIATION INC. is a corporation organized under the laws of the State of Florida, filed on March 14, 2018, effective March 14, 2018.

The document number of this corporation is N18000002903.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on May 11, 2022, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Seventeenth day of February,  
2023*



*[Signature]*  
Secretary of State

Tracking Number: 5794756411CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 11 2018

HISTORIC AME ZION BURIAL  
ASSOCIATION INC  
425 NORTH REUS  
PENSACOLA, FL 32501-0000

Employer Identification Number:  
82-4780642  
DLN:  
26053496002608  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
March 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
March 14, 2018  
Contribution Deductibility:  
yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

HISTORIC AME ZION BURIAL

Sincerely,



Director, Exempt Organizations  
Rulings and Agreements

Letter 947





African Methodist Episcopal Zion Church ~ Historic A.M.E. Zion Burial Association, Inc.

### Resolution of Signing Authority

WHEREAS, the Historic A.M.E. Zion Burial Association, Inc., is determined to grant signing authority to person(s) described hereunder and TO CERTIFY TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE FLORIDA CONFERENCE BURIAL ASSOCIATION OF THE AFRICAN METHODIST EPISCOPAL ZION CHURCH HELD ON TUESDAY, JANUARY 31, 2023, CONFERENCE CALL.

RESOLVED THAT the Burial Association has decided to authorize, **Reverend Donald R. Harris, Sr.** and is hereby authorized to sign all the documents and receive all funding in relations to the City of Pensacola Community Redevelopment Agency (CRA) Grant on behalf of the Historic A.M.E. Zion Burial Association, Inc. This Resolution shall be binding on the Association, until the same is withdrawn by giving written notice of the Historic A.M.E. Zion Burial Association, Inc.

RESOLVED FURTHER THAT, a copy of the above resolution duly certified as true by designated Secretary and Treasurer/authorized signatories of the Association.

*D. Mark M. Eady*  
Secretary Signature

Feb 17, 2023  
Date

#### NOTARY:

Signed before me this 17 day of February 2023

☒ Personally Know  
☐ Produced Identification

(Seal)



CYNTHIA ADKINS  
Commission # GG 331412  
Expires September 6, 2023  
Bonded Thru Budget Notary Services

*Cynthia Adkins*  
Notary Signature

## MATCHING REQUIREMENT COMMITMENT



COMMERCIAL PROPERTY IMPROVEMENT PROGRAM

Administered by:

City of Pensacola Community Redevelopment Agency  
222 West Main Street, 3rd Floor  
Pensacola, Florida 32502  
Phone: (850) 436-5640

MATCHING COMMITMENT

Owner Name: Historic AME Zion Burial Association, Inc.

Property Address: Historic AME Zion Cemetery - 601 W. Brainerd St. at 11110 North A Street (South)

Total Project Cost: \$100,000

% Match Required: 10%

\$ Match Required: \$10,000

|               |        |  |
|---------------|--------|--|
| CASH          | \$     |  |
|               | Amount |  |
| Cash Deposit* | \$     |  |

|                                                 |                 |         |            |
|-------------------------------------------------|-----------------|---------|------------|
| IN KIND (Attach documents as enumerated below.) |                 |         |            |
| Materials**                                     | Per Unit Cost   | # Units | Total Cost |
|                                                 |                 |         | \$         |
| Donated Professional Services***                | Hourly Rate**** | # Hours | Total Cost |

|                                 |    |       |     |    |          |
|---------------------------------|----|-------|-----|----|----------|
| [Graduate Level] *** Volunteer  |    |       |     |    |          |
| Anthropologist/Archeologist (3) | \$ | 24.05 | 60  | \$ | 1,443.00 |
| Graduate Assistant              | \$ | 20.18 | 150 | \$ | 3,027.00 |
| PI/Research Associate           | \$ | 48.35 | 75  | \$ | 3,626.25 |
| Research Associate              | \$ | 30.74 | 25  | \$ | 768.50   |
| Payroll Clerk                   | \$ | 23.86 | 25  | \$ | 596.50   |
| UWF Business Manager            | \$ | 47.16 | 50  | \$ | 2,358.00 |

|                    |           |                  |
|--------------------|-----------|------------------|
| <b>TOTAL MATCH</b> | <b>\$</b> | <b>11,819.25</b> |
|--------------------|-----------|------------------|

NOTES

\*Cash must be deposited with the CRA Office prior to project commencement.

\*\*Attach 3 comparisons. Calculation to reflect average.

\*\*\*Subject to 10% cap.

\*\*\*\* Per Bureau of Labor and Statistics hourly rate for applicable service in current year. Attach proof of rate and letter of hourly commitment from Contractor.

OWNER CERTIFICATION

I, Owner/Representative of the property above listed, hereby agree and commit to provide the project match enumerated above. I understand that should I fail to provide the required match that I shall be deemed in default of the program requirements.

Owner Signature: *Donald Harris*

Printed Name: Donald Harris

Date: 1/25/2024

25 January 2024

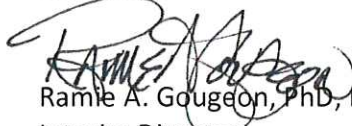
Hilary Halford  
Assistant CRA Division Manager  
222 W Main St.  
Pensacola, FL 32502

Dear Ms. Halford,

The Archaeology Institute will provide in-kind support for the Community Redevelopment Agency Commercial Property Improvement Program application for AME Zion Cemetery. This will include three hundred and twenty-five hours of faculty, staff and graduate student time.

We appreciate this opportunity and look forward to working with you on this important project.

Sincerely,

  
Ramie A. Gougeon, PhD, RPA  
Interim Director

## Occupational Employment and Wage Statistics

Search Occupational Em 

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### Occupational Employment and Wages, May 2022

#### 19-3091 Anthropologists and Archeologists

Study the origin, development, and behavior of human beings. May study the way of life, language, or physical characteristics of people in various parts of the world. May engage in systematic recovery and examination of material evidence, such as tools or pottery remaining from past human cultures, in order to determine the history, customs, and living habits of earlier civilizations.

[National estimates for Anthropologists and Archeologists](#)

[Industry profile for Anthropologists and Archeologists](#)

[Geographic profile for Anthropologists and Archeologists](#)

#### National estimates for Anthropologists and Archeologists:

Employment estimate and mean wage estimates for Anthropologists and Archeologists:

| Employment (1) | Employment RSE (3) | Mean hourly wage | Mean annual wage (2) | Wage RSE (3) |
|----------------|--------------------|------------------|----------------------|--------------|
| 7,350          | 9.4 %              | \$ 32.84         | \$ 68,310            | 1.4 %        |

Percentile wage estimates for Anthropologists and Archeologists:

| Percentile      | 10%       | 25%       | 50% (Median) | 75%       | 90%        |
|-----------------|-----------|-----------|--------------|-----------|------------|
| Hourly Wage     | \$ 19.36  | \$ 24.05  | \$ 30.74     | \$ 39.00  | \$ 48.35   |
| Annual Wage (2) | \$ 40,260 | \$ 50,020 | \$ 63,940    | \$ 81,120 | \$ 100,560 |

Volunteer Anthropologist  
Archeologist



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## Occupational Employment and Wages, May 2022

## 19-4061 Social Science Research Assistants

Assist social scientists in laboratory, survey, and other social science research. May help prepare findings for publication and assist in laboratory analysis, quality control, or data management. Excludes "Teaching Assistants, Postsecondary" (25-9044).

[National estimates for Social Science Research Assistants](#)

[Industry profile for Social Science Research Assistants](#)

[Geographic profile for Social Science Research Assistants](#)

**National estimates for Social Science Research Assistants:**

Employment estimate and mean wage estimates for Social Science Research Assistants:

| Employment (1) | Employment RSE (3) | Mean hourly wage | Mean annual wage (2) | Wage RSE (3) |
|----------------|--------------------|------------------|----------------------|--------------|
| 28,720         | 1.6 %              | \$ 27.77         | \$ 57,760            | 1.0 %        |

Closest to Graduate Assistant

Percentile wage estimates for Social Science Research Assistants:

| Percentile      | 10%       | 25%       | 50%<br>(Median) | 75%       | 90%       |
|-----------------|-----------|-----------|-----------------|-----------|-----------|
| Hourly Wage     | \$ 16.28  | \$ 20.15  | \$ 24.26        | \$ 30.82  | \$ 39.59  |
| Annual Wage (2) | \$ 33,860 | \$ 41,980 | \$ 50,470       | \$ 64,100 | \$ 82,350 |



## Occupational Employment and Wage Statistics

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## Occupational Employment and Wages, May 2022

## 19-3091 Anthropologists and Archeologists

Study the origin, development, and behavior of human beings. May study the way of life, language, or physical characteristics of people in various parts of the world. May engage in systematic recovery and examination of material evidence, such as tools or pottery remaining from past human cultures, in order to determine the history, customs, and living habits of earlier civilizations.

[National estimates for Anthropologists and Archeologists](#)[Industry profile for Anthropologists and Archeologists](#)[Geographic profile for Anthropologists and Archeologists](#)**National estimates for Anthropologists and Archeologists:**

Employment estimate and mean wage estimates for Anthropologists and Archeologists:

| Employment (1) | Employment RSE (3) | Mean hourly wage | Mean annual wage (2) | Wage RSE (3) |
|----------------|--------------------|------------------|----------------------|--------------|
| 7,350          | 9.4 %              | \$ 32.84         | \$ 68,310            | 1.4 %        |

Percentile wage estimates for Anthropologists and Archeologists:

| Percentile      | 10%       | 25%       | 50% (Median) | 75%       | 90%        |
|-----------------|-----------|-----------|--------------|-----------|------------|
| Hourly Wage     | \$ 19.36  | \$ 24.05  | \$ 30.74     | \$ 39.00  | \$ 48.35   |
| Annual Wage (2) | \$ 40,260 | \$ 50,020 | \$ 63,940    | \$ 81,120 | \$ 100,560 |

Closest to  
P1 / Research Associate



## Occupational Employment and Wage Statistics

Search Occupational Em [OEWS Home](#)[OEWS Publications](#)[OEWS Data](#)[OEWS Methods](#)[About OEWS](#)[Contact OEWS](#)

## Occupational Employment and Wages, May 2022

## 19-3091 Anthropologists and Archeologists

Study the origin, development, and behavior of human beings. May study the way of life, language, or physical characteristics of people in various parts of the world. May engage in systematic recovery and examination of material evidence, such as tools or pottery remaining from past human cultures, in order to determine the history, customs, and living habits of earlier civilizations.

[National estimates for Anthropologists and Archeologists](#)[Industry profile for Anthropologists and Archeologists](#)[Geographic profile for Anthropologists and Archeologists](#)**National estimates for Anthropologists and Archeologists:**

Employment estimate and mean wage estimates for Anthropologists and Archeologists:

| Employment (1) | Employment<br>RSE (3) | Mean hourly<br>wage | Mean annual<br>wage (2) | Wage RSE (3) |
|----------------|-----------------------|---------------------|-------------------------|--------------|
| 7,350          | 9.4 %                 | \$ 32.84            | \$ 68,310               | 1.4 %        |

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Closest to  
Research Associate

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OEWS Publications ▾

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OEWS Methods ▾

About OEWS ▾

Contact OEWS

## Occupational Employment and Wages, May 2022

## 43-3051 Payroll and Timekeeping Clerks

Compile and record employee time and payroll data. May compute employees' time worked, production, and commission. May compute and post wages and deductions, or prepare paychecks. Excludes "Bookkeeping, Accounting, and Auditing Clerks" (43-3031).

[National estimates for Payroll and Timekeeping Clerks](#)

[Industry profile for Payroll and Timekeeping Clerks](#)

[Geographic profile for Payroll and Timekeeping Clerks](#)

**National estimates for Payroll and Timekeeping Clerks:**

Employment estimate and mean wage estimates for Payroll and Timekeeping Clerks:

| Employment (1) | Employment<br>RSE (3) | Mean hourly<br>wage | Mean annual<br>wage (2) | Wage RSE (3) |
|----------------|-----------------------|---------------------|-------------------------|--------------|
| 159,190        | 1.3 %                 | \$ 25.14            | \$ 52,300               | 0.4 %        |

Percentile wage estimates for Payroll and Timekeeping Clerks:

| Percentile      | 10%       | 25%       | 50%<br>(Median) | 75%       | 90%       |
|-----------------|-----------|-----------|-----------------|-----------|-----------|
| Hourly Wage     | \$ 16.45  | \$ 19.46  | \$ 23.86        | \$ 29.41  | \$ 35.37  |
| Annual Wage (2) | \$ 34,220 | \$ 40,470 | \$ 49,630       | \$ 61,170 | \$ 73,580 |





## Occupational Employment and Wage Statistics

Search Occupational Em [OEWS Home](#)[OEWS Publications](#)[OEWS Data](#)[OEWS Methods](#)[About OEWS](#)[Contact OEWS](#)

### Occupational Employment and Wages, May 2022

#### 11-1021 General and Operations Managers

Plan, direct, or coordinate the operations of public or private sector organizations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. Usually manage through subordinate supervisors. Excludes First-Line Supervisors.

[National estimates for General and Operations Managers](#)[Industry profile for General and Operations Managers](#)[Geographic profile for General and Operations Managers](#)

#### National estimates for General and Operations Managers:

Employment estimate and mean wage estimates for General and Operations Managers:

| Employment (1) | Employment RSE (3) | Mean hourly wage | Mean annual wage (2) | Wage RSE (3) |
|----------------|--------------------|------------------|----------------------|--------------|
| 3,376,680      | 0.3 %              | \$ 59.07         | \$ 122,860           | 1.1 %        |

Percentile wage estimates for General and Operations Managers:

| Percentile      | 10%       | 25%       | 50% (Median) | 75%        | 90%        |
|-----------------|-----------|-----------|--------------|------------|------------|
| Hourly Wage     | \$ 20.90  | \$ 29.84  | \$ 47.16     | \$ 74.31   | \$ 106.38  |
| Annual Wage (2) | \$ 43,470 | \$ 62,070 | \$ 98,100    | \$ 154,560 | \$ 221,270 |



CULTURAL/HISTORICAL SIGNIFICANCE LETTERS OF SUPPORT



UNIVERSITY of WEST FLORIDA  
**HISTORIC TRUST**

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December 14, 2022

City of Pensacola  
Community Redevelopment Agency  
222 W Main Street  
Pensacola, FL 32502

RE: Historical/Cultural Significance Historic A.M.E. Zion Cemetery

Ms. Halford,

Upon your request, I have assessed the historical significance of A.M.E. Zion Cemetery located at N. Gonzalez and N. "B" Street. I was able to find a survey completed in 2014 that included a Florida Master Site File #ES03987. I am also familiar with this site through various projects and professionals that have worked on preserving the cemetery.

This cemetery has played an important role in the African American community since it was established in the 1880s. There are around 1,112 identified graves dating from 1883 – 2006. Archaeologists and historians have researched a number of the individuals buried in the cemetery and found many of them were born into slavery. These individuals would have experienced a change from slavery to freedom following the Civil War. A.M.E. Zion Cemetery provided people of color a place to receive a proper burial.

The markers and monuments found in the cemetery are significant for the funerary markings and designs. Many of them contain West African and Afro-Caribbean funerary cultural traditions. There are great examples of local artisans that have made monuments and markers in the vernacular style. Architecturally, the cemetery is a great resource in studying cultural traditions related to funerary structures.

Based on the CRA Commercial Improvement Program Guidelines, A.M.E. Zion Cemetery meets the qualifications as a culturally and historically site. It is important that all work in the cemetery meets the Secretary of the Interior's Standards and is completed by trained professionals.

Sincerely,

Ross Pristera  
Historic Preservationist

December 7, 2022

City of Pensacola  
Community Redevelopment Agency  
222 W. Main St.  
Pensacola, FL 32502

RE: Letter request for historical/cultural significance Historic AME Zion Cemetery

Ms. Halford,

This letter serves as a statement on the historical and cultural significance of the A.M.E. Zion Cemetery located at N. Gonzalez and N. "B" streets, just south of Magnolia Cemetery. This resource was surveyed in 2014 by the Pensacola Area Cemetery Team resulting in Florida Master Site File #ES03987.

In 1886, the A.M.E. Zion Burial Association purchased the land for a burial ground. Burial associations were prevalent in Pensacola after the Civil War to support the community and to ensure that people of color received a dignified funeral and burial. There is at least one marker in this cemetery that pre-dates 1886, indicating that the cemetery may have already been in use prior to the land purchase and issuance of a formal deed. The survey identified 1,112 graves, not including the potential for unmarked burials, that date between 1883 and 2006. Many markers in the cemetery exhibit fraternal organization membership through symbols, representing groups including the Knights of Pythias and Odd Fellows. Evidence of these fraternal organizations provides valuable information about social engagement during the 19<sup>th</sup> century, particularly within the African American community. The study of iconography, ornamentation, and masonry construction of grave markers can provide a wealth of cultural context for a community. Historic cemeteries can be equated to outdoor archives that are vital to understanding our diverse past and acknowledging marginalized communities throughout Pensacola's history.

This resource is culturally and historically significant per the definitions outlined in the CRA Commercial Property Improvement Program guidelines. All alterations and/or repairs should include historically accurate and appropriate materials, and all work should conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties. Additional resources are available through the National Center for Preservation Technology and Training. Please feel free to reach out if additional information is needed.

Thanks,



**Adrienne Walker, RPA**  
*Cultural Resources Coordinator*

222 West Main Street Pensacola, Florida 32502  
Ph: 850.435.1603 | Fax: 850.435.1611 | TTY/D: 850.436.1666  
[www.cityofpensacola.com](http://www.cityofpensacola.com)



January 24, 2024

City of Pensacola  
Community Redevelopment Agency  
222 W. Main St.  
Pensacola, FL 32502

RE: Letter request for clarification on AME Zion and Magnolia cemeteries

Ms. Halford,

This letter serves as a statement on the official names of AME Zion and Magnolia cemeteries located along "A" Street between W. Gonzalez and W. Brainerd Streets. The names of the cemeteries in the Westside Redevelopment Plan are mislabeled and do not reflect their current nomenclature.

The Talbert Chapel Cemetery, officially referred to as AME Zion Cemetery in more recent years, is located at W. Gonzalez and "A" Streets (south cemetery). The cemetery labeled AME Zion Cemetery in the Westside Redevelopment Plan is officially referred to as Magnolia Cemetery and is located at W. Brainerd and "A" Streets (north cemetery).

Please feel free to reach out if additional information is needed.

Thanks,

**Adrienne Walker, M.A., RPA**  
*Historic Preservation Planner*

PROPERTY LOCATION MAP





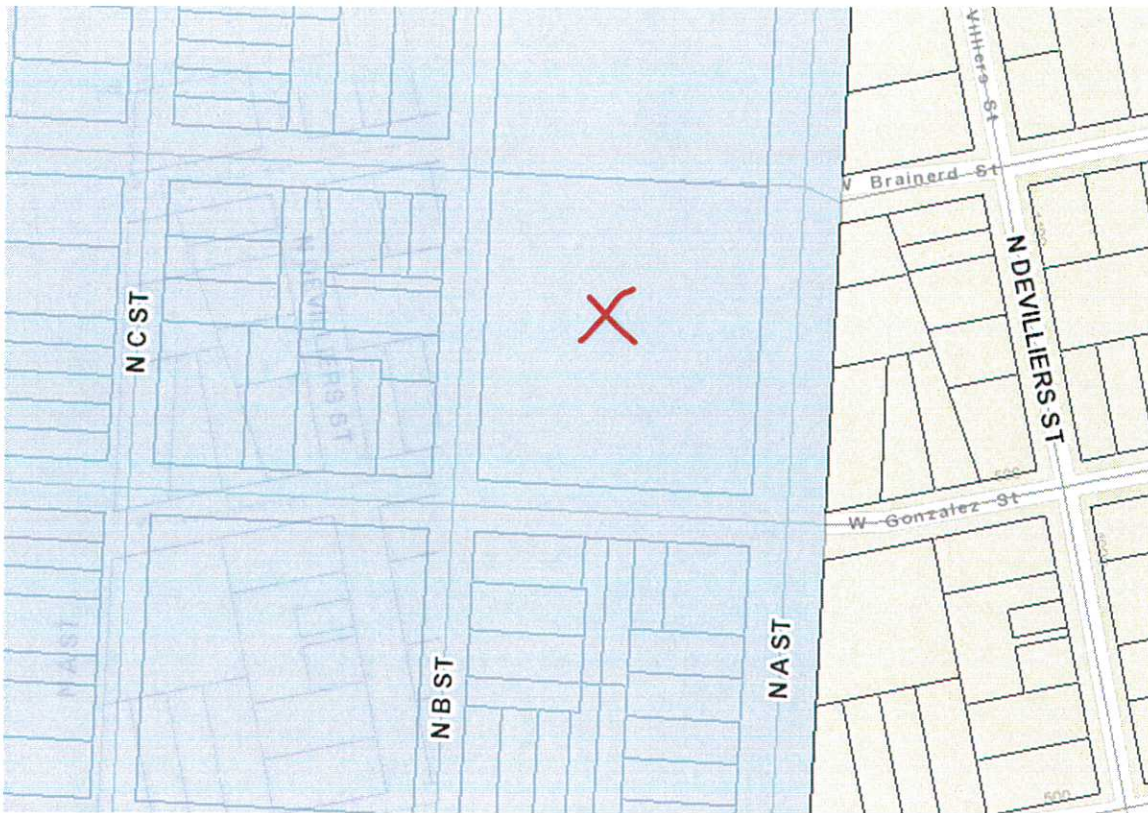
**Legend**

All eligible property types  Historical and Culturally Significant Only

Date: 10/26/2022



Historic AME Zion Cemetery Location



ESCAMBIA COUNTY PROPERTY APPRAISERS' OFFICE INFORMATION



[Restore Full Version](#)

| General Information                                                                                                |                                                                                                                 |      |       |      |                                                                                   | Assessments                                                                                                                                                                                                  |      |       |       |         |
|--------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------|-------|------|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------|-------|---------|
| Parcel ID:                                                                                                         | 000S009060001009                                                                                                |      |       |      |                                                                                   | Year                                                                                                                                                                                                         | Land | Imprv | Total | Cap Val |
| Account:                                                                                                           | 150109000                                                                                                       |      |       |      |                                                                                   | 2023                                                                                                                                                                                                         | \$1  | \$0   | \$1   | \$1     |
| Owners:                                                                                                            | AME ZION CHURCH TRUSTEES                                                                                        |      |       |      |                                                                                   | 2022                                                                                                                                                                                                         | \$1  | \$0   | \$1   | \$1     |
| Mail:                                                                                                              | AME TRUSTEE CHAIRMAN - FL CONFERENCE<br>ATTN: REV. DONALD HARRIS<br>3248 SUNDIAL CIRCLE<br>CANTONMENT, FL 32533 |      |       |      |                                                                                   | 2021                                                                                                                                                                                                         | \$1  | \$0   | \$1   | \$1     |
| Situs:                                                                                                             | GONZALEZ & B ST 32501                                                                                           |      |       |      |                                                                                   | Disclaimer                                                                                                                                                                                                   |      |       |       |         |
| Use Code:                                                                                                          | CEMETERY-ACTIVE/IN-USE                                                                                          |      |       |      |                                                                                   | Tax Estimator                                                                                                                                                                                                |      |       |       |         |
| Taxing Authority:                                                                                                  | PENSACOLA CITY LIMITS                                                                                           |      |       |      |                                                                                   | File for Exemption(s) Online                                                                                                                                                                                 |      |       |       |         |
| Tax Inquiry:                                                                                                       | <a href="#">Open Tax Inquiry Window</a>                                                                         |      |       |      |                                                                                   | Report Storm Damage                                                                                                                                                                                          |      |       |       |         |
| Tax Inquiry link courtesy of Scott Lunsford<br>Escambia County Tax Collector                                       |                                                                                                                 |      |       |      |                                                                                   |                                                                                                                                                                                                              |      |       |       |         |
| Sales Data                                                                                                         |                                                                                                                 |      |       |      |                                                                                   | 2023 Certified Roll Exemptions                                                                                                                                                                               |      |       |       |         |
| Sale Date                                                                                                          | Book                                                                                                            | Page | Value | Type | Official Records<br>(New Window)                                                  | RELIGIOUS                                                                                                                                                                                                    |      |       |       |         |
| 02/1990                                                                                                            | 2906                                                                                                            | 133  | \$100 | OJ   |  | Legal Description                                                                                                                                                                                            |      |       |       |         |
| Official Records Inquiry courtesy of Pam Childers<br>Escambia County Clerk of the Circuit Court and<br>Comptroller |                                                                                                                 |      |       |      |                                                                                   | ALL BLK 9 WEST KING TRACT DB Y P 212 ALSO ADJ S1/2 OF<br>VAC BRAINERD ST LYING BETWEEN W R/W LI OF "A" ST & E<br>R/W LI...  |      |       |       |         |
|                                                                                                                    |                                                                                                                 |      |       |      |                                                                                   | Extra Features                                                                                                                                                                                               |      |       |       |         |
|                                                                                                                    |                                                                                                                 |      |       |      |                                                                                   | None                                                                                                                                                                                                         |      |       |       |         |

**Section**

**Map Id:**

[CA106](#)

**Approx. Acreage:**

2.2763

**Zoned:**

R-1A

R-1A

R-1A

**Evacuation & Flood Information**

[Open Report](#)

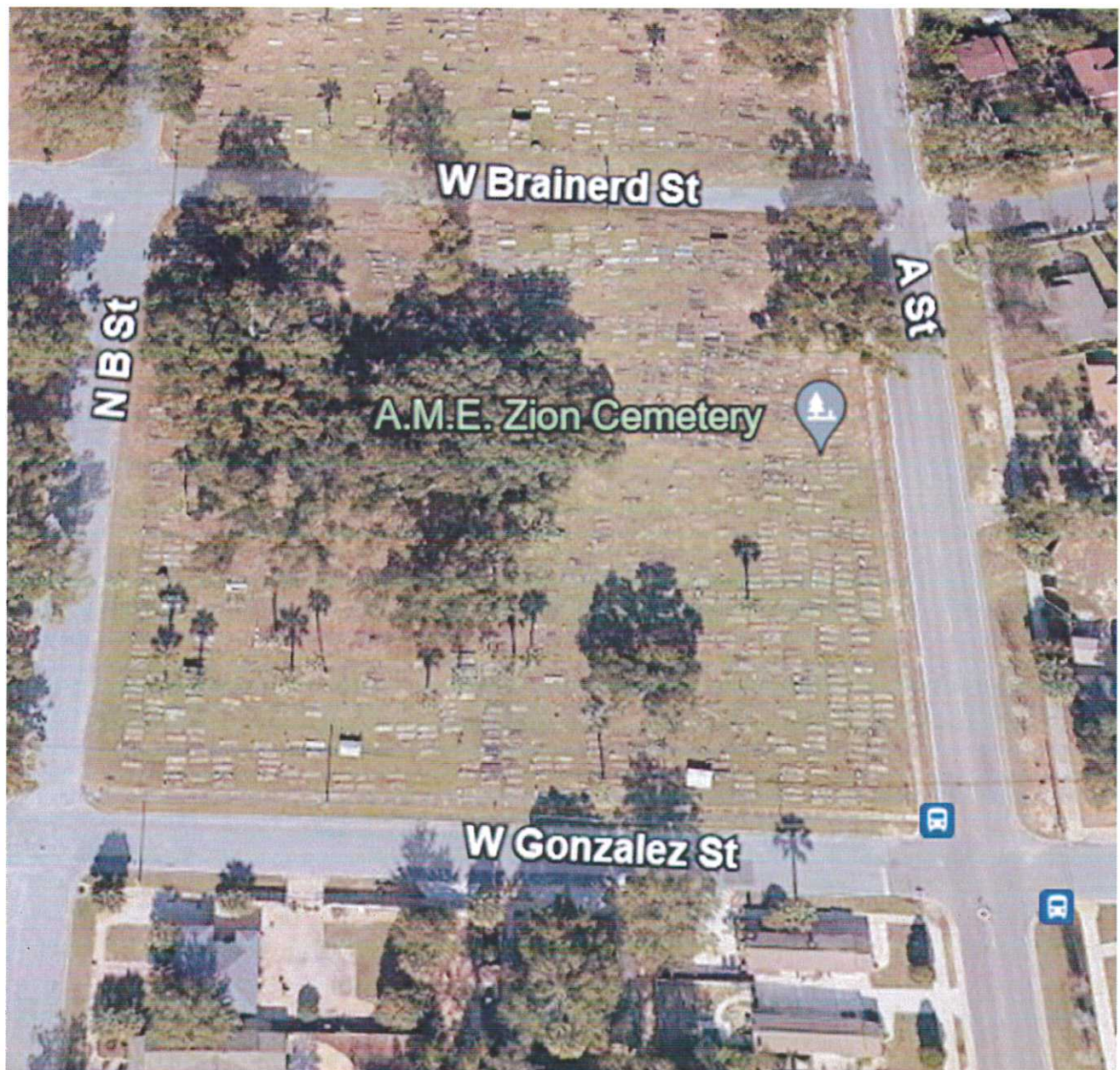
**Parcel Information**

[Launch Interactive Map](#)

[View Florida Department of Environmental Protection \(DEP\) Data](#)

PROPERTY PHOTOS



















PROPOSED MONUMENTS TO BE PRESERVED

|                               |   |
|-------------------------------|---|
| Site Z12007 Rev. S. Malone    | 1 |
| Site Z19018 Unknown           | 1 |
| Site Z07046 Henry Taylor      | 1 |
| Site Z12008 Ina Woods         | 1 |
| Site Z22022 Artie Rendes      | 1 |
| Site Z26009 H Rouling         | 1 |
| Site Z31051 Leon Thomas       | 1 |
| Site Z19016 Danny Ray Mckee   | 1 |
| Site Z07020 M. Sanderson      | 1 |
| Site Z09005 Ermateon Pinkston | 1 |
| Site Z03010 & Z03011 Johnson  | 1 |
| Site Z21032 Rev Nelson        | 2 |

## Site Z12007 Rev. S. Malone

Stabilize brick, repair stucco preserving identification, limewash/paint if evidence and/ or appropriate.



## Site Z19018 Unknown

Find edges of coffin shaped slab

Raise on 2 courses of brick

Repair headstone of fragments found during finding edges of coffin shaped slab



## Site Z07046 Henry Taylor

Raise base, repair marker





## Site Z12008 Ina Woods

Stabilize & repair marker



## Site Z22022 Artie Rendes

Died 1921

Repair & stabilize marker



## Site Z26009 H Rouling

Died 1904

Repair cross arm



## Site Z31051 Leon Thomas

Repair/Replace wooden cross



## Site Z19016 Danny Ray Mckee

Raise & mend



## Site Z07020 M. Sanderson

Reattach cross arm





## Site Z09005 Ermateon Pinkston

Stabilize



## Site Z03010 & Z03011 Johnson

Stabilize tomb surface, evaluate for any necessary repair



## Site Z21032 Rev Nelson

Stabilize marker, remove remainder of tree stump, reset marker







*Existing Conditions: Cemeteries*

# Cemeteries

There are five cemeteries that are unique to the neighborhood's open space framework, however, they have been neglected over time and need to be preserved as an important statement of the community's sense of place and history. The cemeteries are identified as an important part of Pensacola's heritage; two governors and other political dignitaries are buried in St. John's Cemetery. The other cemeteries include St. Joseph's Cemetery, the Talbert Chapel Cemetery, the Jewish Orthodox Cemetery, and the AME Zion Cemetery. The Plan recommends reinvestment in the restoration of these cemeteries through beautification efforts and evaluating opportunities to visually connect the neighborhoods .

## Objective:

Recognize the historical and social value of the cemeteries as important components of the open space system and preserve their visual character. Enhance and upgrade the cemeteries through a well designed system of trails and landscape elements.

## Memorandum

**File #:** 23-1114

Community Redevelopment Agency

2/5/2024

### **ACTION ITEM**

**SPONSOR:** Jennifer Brahier - Chairperson

**SUBJECT:**

AWARD OF BID #24-003 -BELMONT & DEVILLIERS COMMERCIAL CORE STREETSCAPE RESTORATION

### **RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) award bid No. 24-003 for Belmont & DeVilliers Commercial Core Streetscape Restoration to Gulf Coast Building Contractor, Inc., the lowest and most responsive bidder in the amount of \$241,375 plus a 10% contingency in the amount of \$24,137.50 for a total amount of \$265,512.50. Further, that the CRA authorize the Chairperson to take all actions necessary to execute the contract.

### **SUMMARY:**

The streetscaping was originally performed by the CRA in 2002 in accordance with the Urban Core redevelopment plan. The Belmont & DeVilliers Commercial Core Streetscape project will reset lifting pavers, replace benches, replace on-street bollards, remove lifting tree grates, and provide decorative enhancements to the streetscape to match the recent streetscaping installed on DeVilliers Street to the north and south of the project area. Improvements will be made to DeVilliers Street from Wright to La Rua and Belmont Street from Coyle to Reus.

The bid solicitation was published on November 13, 2023 and closed December 18, 2023. Three (3) responsive bids were received in response to Invitation to Bid #24-003. Gulf Coast Building Contractor, Inc. provided the lowest and most responsive bid of \$241,375.

### **PRIOR ACTION:**

None

### **FUNDING:**

Budget: \$285,633.68

Actual: \$241,375.00

\$ 24,137.50

\$ 13,178.29

\$ 6,942.89

Construction Contract

Contingency (10%)

Construction Inspection performed by City Staff

Engineering staff time managing the project

---

\$285,633.68 TOTAL**FINANCIAL IMPACT:**

The total budget for this project is \$285,633.68 and is funded within the CRA fund, property management line item.

**LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes**

1/26/2024

**STAFF CONTACT:**

David Forte, Deputy City Administrator  
Sherry Morris, Development Services Director  
Victoria D'Angelo, CRA Division Manager  
Hilary Halford, CRA Division Assistant Manager  
Brad Hinote, City Engineer  
Amy Lovoy, Finance Director

**ATTACHMENTS:**

1. Final Vendor Reference List
2. Construction Plans
3. BelmontDevilliersStreetsRestoration\_TAB

**PRESENTATION: No**

Submittal Due Date: 12/18/23

Bid No.: 24-003

**FINAL VENDOR REFERENCE LIST  
BELMONT & DEVILLIERS STREETS RESTORATION PROJECT  
ENGINEERING**

| Vendor | Name                                               | Address                    | City        | St | Zip Code | SMWBE |
|--------|----------------------------------------------------|----------------------------|-------------|----|----------|-------|
| 004632 | A E NEW JR INC                                     | 460 VAN PELT LANE          | PENSACOLA   | FL | 32505    |       |
| 067544 | AFFORDABLE CONCRETE & CONSTRUCTION LLC             | 4089 E JOHNSON AVE         | PENSACOLA   | FL | 32515    | Y     |
| 077498 | ALL PHASE CONSTRUCTION OF NW FL LLC                | 5340 BRIGHT MEADOW RD      | MILTON      | FL | 32570    | Y     |
| 071765 | ATLAS BUILDERS GROUP                               | 4366 AVALON BLVD           | MILTON      | FL | 32583    |       |
| 068571 | B&W UTILITIES INC                                  | 1610 SUCCESS DRIVE         | CANTONMENT  | FL | 32533    |       |
| 081043 | BCK SPECUALTIES INC                                | 1709 ANTIBES CIR           | GULF BREEZE | FL | 32563    |       |
| 069786 | BEAR GENERAL CONTRACTORS LLC                       | 2803 E CERVANTES ST STE C  | PENSACOLA   | FL | 32503    |       |
| 036997 | BELLVIEW SITE CONTRACTORS INC                      | 3300 GODWIN LANE           | PENSACOLA   | FL | 32526    | Y     |
| 070400 | BIG SKY UNDERGROUND LLC                            | 2172 W NINE MILE ROAD      | PENSACOLA   | FL | 32534    |       |
| 038068 | BIGGS GREEN CONSTRUCTION SERVICES INC              | PO BOX 1552                | PENSACOLA   | FL | 32591    | Y     |
| 053457 | BIRKSHIRE JOHNSTONE LLC                            | 507 E FAIRFIELD DR         | PENSACOLA   | FL | 32503    | Y     |
| 065013 | BKW INC                                            | 8132 PITTMAN AVE           | PENSACOLA   | FL | 32534    | Y     |
| 070527 | BLOWERS, BENJAMIN DBA INNOVIS USA LLC              | 5540 LEESWAY BLVD          | PENSACOLA   | FL | 32504    |       |
| 022856 | BROWN CONSTRUCTN OF NW FL INC                      | 10200 COVE AVE             | PENSACOLA   | FL | 32534    | Y     |
| 041503 | BROWN, AMOS P JR DBA P BROWN BUILDERS LLC          | 4231 CHERRY LAUREL DRIVE   | PENSACOLA   | FL | 32504    | Y     |
| 78639  | C W ROBERTS CONTRACTING INC                        | 3372 CAPITAL CIR NE        | TALLAHASSEE | FL | 32308    |       |
| 042045 | CHIVERS CONSTRUCTION INC                           | 801 VIRECENT ROAD          | CANTONMENT  | FL | 32533    | Y     |
| 049653 | CHRISTOPHER C BARGAINEER CONCRETE CONSTRUCTION INC | 6550 BUD JOHNSON ROAD      | PENSACOLA   | FL | 32505    | Y     |
| 070475 | CRUZ, SHAWN C DBA COASTAL PROPERTY PREPARATION LLC | 5700 ALMAX COURT           | PENSACOLA   | FL | 32506    |       |
| 033554 | D K E MARINE SERVICES                              | P O BOX 2395               | PENSACOLA   | FL | 32513    | Y     |
| 070603 | D+B BUILDERS                                       | 670 MOLINO ROAD            | MOLINO      | FL | 32577    |       |
| 007055 | DAVIS MARINE CONSTRUCTION INC                      | 8160 ASHLAND AVENUE        | PENSACOLA   | FL | 32534    | Y     |
| 065871 | ECSC LLC                                           | 8400 LITLE JOHN JUNCTION   | NAVARRE     | FL | 32566    | Y     |
| 072705 | EVAN CHASE CONSTRUCTION INC                        | 2991 SOUTH HIGHWAY 29      | CANTONMENT  | FL | 32533    | Y     |
| 032038 | EVANS CONTRACTING INC                              | 400 NEAL ROAD              | CANTONMENT  | FL | 32533    |       |
| 055177 | FLORIDA CONCRETE CONCEPTS INC                      | 4432 ALANTHUS STREET       | MILTON      | FL | 32583    |       |
| 074355 | GANNETT MHC MEDIA INC DBA PENSACOLA NEWS JOURNAL   | 2 NORTH PALAFOX ST         | PENSACOLA   | FL | 32502    |       |
| 032792 | GATOR BORING & TRENCHING INC                       | 1800 BLACKBIRD LANE        | PENSACOLA   | FL | 32534    | Y     |
| 050495 | GB GREEN CONSTRUCTION MGMT & CONSULTING INC        | 303 MAN'O'WAR CIRCLE       | CANTONMENT  | FL | 32533    | Y     |
| 053862 | GFD CONSTRUCTION INC                               | 8771 ASHLAND AVE           | PENSACOLA   | FL | 32514    |       |
| 058714 | GREG ALLEN CONSTRUCTION INC                        | 5006 PERSIMMON HOLLOW ROAD | MILTON      | FL | 32583    | Y     |
| 000591 | GULF ATLANTIC CONSTRUCTORS INC                     | 650 WEST OAKFIELD RD       | PENSACOLA   | FL | 32503    | Y     |
| 044100 | GULF BEACH CONSTRUCTION                            | 1308 UPLAND CREST COURT    | GULF BREEZE | FL | 32563    | Y     |
| 018636 | GULF COAST BUILDING CONTRACTORS INC                | 1010 N 12TH AVE STE 201    | PENSACOLA   | FL | 32501    | Y     |



**FINAL VENDOR REFERENCE LIST  
BELMONT & DEVILLIERS STREETS RESTORATION PROJECT  
ENGINEERING**

| Vendor | Name                                                                 | Address                    | City        | St | Zip Code | SMWBE |
|--------|----------------------------------------------------------------------|----------------------------|-------------|----|----------|-------|
| 069565 | GULF COAST INDUSTRIAL CONSTRUCTION LLC                               | 12196 HWY 89               | JAY         | FL | 32565    | Y     |
| 074827 | GULF COAST MINORITY CHAMBER OF COMMERCE INC                          | 321 N DEVILLERS ST STE 104 | PENSACOLA   | FL | 32501    |       |
| 017352 | GULF COAST TRAFFIC ENGINEERS                                         | 8203 KIPLING STREET        | PENSACOLA   | FL | 32514    |       |
| 036662 | H H H CONSTRUCTION OF NWF INC                                        | 8190 BELLE PINES LANE      | PENSACOLA   | FL | 32526    |       |
| 070385 | HANTO & CLARKE GENERAL CONTRACTORS LLC                               | 1401 EAST BELMONT STREET   | PENSACOLA   | FL | 32501    |       |
| 080650 | HARRIS INMAN CONSTRUCTN CO INC                                       | 3583 LAGUNA COURT          | GULF BREEZE | FL | 32563    |       |
| 044713 | HENRY HAIRE BUILDING & DEVELOPMENT INC                               | 6341 HIGHWAY 90 STE B      | MILTON      | FL | 32570    |       |
| 022978 | INGRAM SIGNALIZATION INC                                             | 4522 N DAVIS HWY           | PENSACOLA   | FL | 32503    | Y     |
| 049240 | J MILLER CONSTRUCTION INC                                            | 8900 WARING RD             | PENSACOLA   | FL | 32534    | Y     |
| 034691 | JOHNSON SEPTIC TANK                                                  | 10050 SOUTH HWY 97-A       | WALNUT HILL | FL | 32568    | Y     |
| 071564 | JOSEPH BRIDGES DBA JOE'S LINE UP                                     | 222 EHRMANN ST             | PENSACOLA   | FL | 32507    |       |
| 043857 | KBI CONSTRUCTION CO INC                                              | 9214 WARING RD             | PENSACOLA   | FL | 32534    |       |
| 055564 | L & L BACKFLOW INC DBA L & L UTILITIES INC                           | 115 MCLAUGHLIN ROAD        | MILTON      | FL | 32570    |       |
| 068161 | LEA, DOUGLAS C DBA L&L CONSTRUCTION SERVICES LLC                     | 9655 SOUTH TRACE ROAD      | MILTON      | FL | 32583    | Y     |
| 058332 | LEIDNER BUILDERS INC                                                 | 409 N PACE BLVD            | PENSACOLA   | FL | 32505    | Y     |
| 058801 | M & H CONSTRUCTION SVCS INC                                          | 1161 W 9 1/2 MILE RD       | PENSACOLA   | FL | 32534    | Y     |
| 081795 | MCCULLOUGH AND SON                                                   | 1104 FRETZ STREET          | PENSACOLA   | FL | 32534    |       |
| 073522 | MOORE BETTER CONTRACTORS, INC                                        | 1721 EAST CERVANTES STREET | PENSACOLA   | FL | 32501    | Y     |
| 022368 | MOTES, MIKE DBA MIKE MOTES CONSTRUCTION INC                          | 4164 HUCKLEBERRY FINN ROAD | MILTON      | FL | 32583    |       |
| 016210 | NORD, STEVE DBA SEA HORSE GENERAL CONTRACTORS INC                    | 4238 GULF BREEZE PKWY      | GULF BREEZE | FL | 32563    | Y     |
| 002720 | PANHANDLE GRADING & PAVING INC                                       | P O BOX 3717               | PENSACOLA   | FL | 32516    |       |
| 058953 | PARSCO LLC                                                           | 700 N DEVILLIERS STREET    | PENSACOLA   | FL | 32501    | Y     |
| 060344 | PENSACOLA BAY AREA CHAMBER OF COMMERCE DBA GREATER PENSACOLA CHAMBER | 117 W GARDEN ST            | PENSACOLA   | FL | 32502    |       |
| 055028 | PERDIDO GRADING & PAVING                                             | PO BOX 3333                | PENSACOLA   | FL | 32516    | Y     |
| 073174 | PERRITT, CHRIS LLC                                                   | 5340 BRIGHT MEADOWS ROAD   | MILTON      | FL | 32570    | Y     |
| 050307 | QCFS MANAGEMENT GROUP INC                                            | 3326 NORTH W STREET        | PENSACOLA   | FL | 32505    |       |
| 021834 | R & L PRODUCTS INC                                                   | 9492 PENSACOLA BLVD        | PENSACOLA   | FL | 32534    |       |
| 018305 | R D WARD CONSTRUCTION CO INC                                         | 15 EAST HERMAN STREET      | PENSACOLA   | FL | 32505    |       |
| 049671 | RADFORD & NIX CONSTRUCTION LLC                                       | 7014 PINE FOREST ROAD      | PENSACOLA   | FL | 32526    | Y     |
| 001681 | RANDALL, HENRY DBA RANDALL CONSTRUCTION                              | 1045 S FAIRFIELD DRIVE     | PENSACOLA   | FL | 32506    |       |
| 031881 | ROADS INC OF NWF                                                     | 106 STONE BLVD             | CANTONMENT  | FL | 32533    |       |
| 017634 | ROBERSON EXCAVATION INC                                              | 6013 SOUTHRIDGE ROAD       | MILTON      | FL | 32570    | Y     |
| 067564 | ROBERSON UNDERGROUND UTILITY LLC                                     | 9790 ROBERSON WAY          | MILTON      | FL | 32570    | Y     |
| 042044 | SALTER/3C'S CONSTRUCTION CO                                          | 4512 TRICE RD              | MILTON      | FL | 32571    |       |

Submittal Due Date: 12/18/23

Bid No.: 24-003

**FINAL VENDOR REFERENCE LIST  
BELMONT & DEVILLIERS STREETS RESTORATION PROJECT  
ENGINEERING**

| Vendor | Name                                | Address                  | City        | St | Zip Code | SMWBE |
|--------|-------------------------------------|--------------------------|-------------|----|----------|-------|
| 065450 | SITE AND UTILITY LLC                | PO BOX 30136             | PENSACOLA   | FL | 32503    | Y     |
| 011457 | SOUTHERN UTILITY CO INC             | P O BOX 2055             | PENSACOLA   | FL | 32513    | Y     |
| 045247 | TEAM POWER SOLUTIONS                | 4033 WILLIS WAY          | MILTON      | FL | 32583    |       |
| 028060 | THE GREEN SIMMONS COMPANY INC       | 3407 NORTH W STREET      | PENSACOLA   | FL | 32505    | Y     |
| 062939 | THREE TRADE CONSULTANTS             | 5690 JEFF ATES RD        | MILTON      | FL | 32583    | Y     |
| 069066 | UNDERGROUND SOLUTIONS LLC           | 3070 GODWIN LN           | PENSACOLA   | FL | 32526    | Y     |
| 002482 | UTILITY SERVICE COMPANY INC         | 4326 GULF BREEZE PARKWAY | GULF BREEZE | FL | 32563    |       |
| 030317 | W P R INC                           | 4175 BRIARGLEN RD        | MILTON      | FL | 32583    | Y     |
| 030448 | WARRINGTON UTILITY & EXCAVATING INC | 8401 UNTREINER AVE       | PENSACOLA   | FL | 32534    | Y     |
| 021725 | WHITESSELL-GREEN INC                | P O BOX 2849             | PENSACOLA   | FL | 32513    |       |
| 069212 | YERKES SOUTH INC                    | 634 LAKEWOOD RD          | PENSACOLA   | FL | 32507    | Y     |

|             |
|-------------|
| Vendors: 79 |
|-------------|

# CITY OF PENSACOLA

D.C. REEVES

MAYOR

## COUNCIL MEMBERS

DISTRICT 1. JENNIFER BRAHIER  
DISTRICT 2. CHARLES BARE  
DISTRICT 3. CASEY JONES  
DISTRICT 4. JARED MOORE



TENIADE BROUGHTON  
ALLISON PATTON  
DELARIAN WIGGINS

DISTRICT 5.  
DISTRICT 6.  
DISTRICT 7.

# BELMONT & DEVILLIERS RESTORATION PROJECT

## NOVEMBER 2023

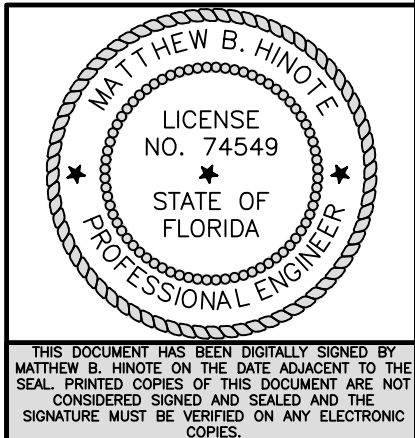
BID NO: 23-023

BID SET  
DEPARTMENT OF PUBLIC WORKS AND FACILITIES  
ENGINEERING AND CONSTRUCTION SERVICES DIVISION

222 W. MAIN STREET  
CITY HALL  
PENSACOLA, FL. 32521-0052  
(850)435-1645

| Sheet List Table |                                          |
|------------------|------------------------------------------|
| Sheet Number     | Sheet Title                              |
| --               | COVER SHEET                              |
| C-1              | GENERAL NOTES                            |
| C-1              | BELMONT STREET PLAN                      |
| C-2              | DE VILLERS STREET PLAN                   |
| C-3              | JACKSON, DEVILLIERS, AND<br>BELMONT PLAN |

REVISION(S): --  
--



THIS DOCUMENT HAS BEEN DIGITALLY SIGNED BY  
MATTHEW B. HINDE ON THE DATE ADJACENT TO THE  
SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT  
CONSIDERED SIGNED AND SEALED AND THE  
SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC  
COPIES.



1. THE CONTRACTOR TO COORDINATE WITH LOCAL UTILITY COMPANIES FOR REMOVAL AND RELOCATION OF EXISTING UTILITY POLES, AERIAL LINES, WATER LINES, GAS LINES, AND OTHER UTILITIES AS NECESSARY.
2. ALL SITE WORK MATERIALS AND CONSTRUCTION METHODS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE CITY OF PENSACOLA STANDARD SPECIFICATIONS, UNLESS NOTED OTHERWISE IN THE CONSTRUCTION DOCUMENTS.
3. ADEQUATE PROVISIONS SHALL BE MADE FOR FLOW OF SEWERS, DRAINS, AND WATER COURSES ENCOUNTERED DURING CONSTRUCTION.
4. THE CONTRACTOR SHALL PLACE AND MAINTAIN ADEQUATE BARRICADES CONSTRUCTION SIGNS, FLASHING LIGHTS, TORCHES, RED LANTERNS AND GUARDS DURING PROGRESS OF CONSTRUCTION WORK AND UNTIL IT IS SAFE FOR BOTH PEDESTRIAN AND VEHICULAR TRAFFIC.
5. THE CONTRACTOR IS REQUIRED TO VISIT THE SITE AND FAMILIARIZE HIMSELF WITH THE PROJECT PRIOR TO BIDDING.
6. BURNING SHALL NOT BE PERMITTED ONSITE OR WITHIN CITY LIMITS.
7. THE CONTRACTOR SHALL COMPLY WITH ANY TESTING REQUIRED BY THE LOCAL GOVERNING AGENCY IN ADDITION TO THE TESTING REQUIREMENTS OUTLINED IN THE CONSTRUCTION DOCUMENTS. TESTING SHALL BE PAID FOR BY THE OWNER. CONTRACTOR SHALL COORDINATE AND ASSIST TESTING LABORATORIES WITH TESTING. ANY NECESSARY RE-TESTING SHALL BE PAID FOR BY THE CONTRACTOR.
8. EROSION AND SEDIMENTATION CONTROLS WILL BE PROVIDED AND MAINTAINED BY THE CONTRACTOR AT ALL TIMES AS PER CITY REQUIREMENTS.
9. THE CONTRACTOR SHALL TAKE WHATEVER STEPS NECESSARY TO PREVENT AND CONTROL EROSION AND SEDIMENTATION. AREAS OF CONTROL AND TYPICAL SECTION OF BARRIERS ARE SUGGESTIONS ONLY AND DO NOT RELIEVE THE CONTRACTOR OF ANY RESPONSIBILITY TO PREVENT AND CONTROL EROSION AND SEDIMENTATION.
10. ALL SUITABLE EXCESS MATERIAL EXCAVATED AND NOT USED AS FILL SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR AND STOCKPILED AS DIRECTED BY THE OWNER.
11. CLEAR AND GRUB ONLY AS NECESSARY TO COMPLETE NEW CONSTRUCTION.
12. CONTRACTOR SHALL COMPLETE ALL WORK INDICATED IN CONSTRUCTION DOCUMENTS USING HAND LABOR IF NECESSARY OR APPROPRIATE.
13. THESE DRAWINGS REPRESENT KNOWN STRUCTURES AND UTILITIES LOCATED IN THE PROJECT AREA. THE CONTRACTOR IS CAUTIONED THAT OTHER STRUCTURES AND UTILITIES, ABOVE OR BELOW GROUND, MAYBE ENCOUNTERED DURING THE COURSE OF THE PROJECT. THE CONTRACTOR SHOULD NOTIFY THE PROJECT ENGINEER IMMEDIATELY UPON ENCOUNTERING ANY UNEXPECTED STRUCTURE, UTILITY LINE, OR OTHER UNUSUAL CONDITION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT LOCATION AND DEPTH OF EXISTING UTILITIES AND TO DETERMINE IF OTHER UTILITIES WILL BE ENCOUNTERED DURING THE COURSE OF THE WORK AND TAKE WHATEVER STEPS NECESSARY TO PROVIDE FOR THEIR PROTECTION.
14. FAILURE OF THE PLANS TO SHOW THE EXISTENCE OF ANY UNDERGROUND UTILITY, STRUCTURES, ETC., SHALL NOT RELIEVE THE CONTRACTOR FROM THE RESPONSIBILITY OF LOCATING, PRESERVING AND PROTECTING SAID UTILITY OR STRUCTURE.
15. CONTRACTOR SHALL SOD STORMWATER POND AND AREA AROUND POND DISTURBED BY CONSTRUCTION ACTIVITY. OWNER SHALL SOD OTHER AREAS OF PROJECT SITE. CONTRACTOR SHALL PREPARE ALL DISTURBED AREAS FOR SODDING. CONTRACTOR SHALL COORDINATE WITH OWNER FOR TIMING OF SODDING.
16. CONTRACTOR SHALL PIN SOD ON ALL SLOPES 3 TO 1 OR GREATER.
17. ALL NEW STORM DRAIN SHALL TIE INTO AN EXISTING STORM DRAIN SYSTEM, WITH SUFFICIENT CAPACITY AND RETENTION FOR THE ADDITIONAL RUN-OFF AS SHOWN IN THE STORMWATER CALCULATIONS.
18. CONTRACTOR IS TO NOTIFY CITY OF PENSACOLA 48 HOURS PRIOR TO BEGINNING CONSTRUCTION.
19. WHEN GREATER THAN 1 CONTIGUOUS AREA IS CLEARED, A GROUND COVER SUFFICIENT TO PREVENT EROSION SHOULD BE PLANTED OR OTHERWISE STABILIZED WITHIN 10 WORKING DAYS ON THAT PORTION OF THE SITE UPON WHICH FURTHER ACTIVE CONSTRUCTION WILL NOT BE UNDERTAKEN WITHIN 90 DAYS.
20. ROOF DRAINS, FOUNDATION DRAINS AND OTHER CLEAN WATER CONNECTIONS TO THE SANITARY SEWER SYSTEM ARE PROHIBITED.
21. THE CONTRACTOR SHALL NOTIFY THE OWNER OF ANY CONFLICTS BETWEEN VENDOR DRAWINGS, EXISTING CONDITIONS, AND THE CONSTRUCTION DOCUMENTS.
22. STAGING AREA AND EQUIPMENT STORAGE SHALL BE AS SHOWN ON PLANS AND AS DESIGNATED BY THE GENERAL CONTRACTOR AND THE OWNER. SEE STAGING PLAN FOR ADDITIONAL NOTES.
23. WHERE SOD IS BEING INSTALLED, TOPSOIL SHALL BE USED AS A BASE AT LEAST SIX INCHES DEEP.
24. IF THE QUANTITY OF EXISTING STOCKPILED OR EXCAVATED TOPSOIL IS INADEQUATE FOR PLANTING, SUFFICIENT ADDITIONAL TOPSOIL SHALL BE IMPORTED TO THE SITE BY THE CONTRACTOR. TOPSOIL FURNISHED SHALL BE A NATURAL, FERTILE, FRAGILE, LOAMY SOIL, POSSESSING CHARACTERISTICS OF REPRESENTATIVE PRODUCTIVE SOILS IN THE VICINITY. TOPSOIL SHALL BE OBTAINED FROM NATURALLY WELL-DRAINED AREAS. TOPSOIL SHALL BE WITHOUT ADMIXTURE OF SUBSOIL AND FREE FROM JOHNSON GRASS (SORGHUM HALAPENSE), NUT CRACK (CYPRUS ROTUNDIFOLIA), AND OBJECTIONABLE WEEDS AND TOXIC SUBSTANCES. IT SHALL BE FREE OF DEBRIS, TRASH STUMPS, ROCKS, AND NOXIOUS WEEDS, AND SHOULD GIVE EVIDENCE OF BEING ABLE TO SUPPORT HEALTHY PLANT GROWTH.
25. THE PH OF THE TOPSOIL ONSITE AND ANY IMPORTED TOPSOIL SHALL BE DETERMINED. IF THE PH IS BELOW 5.0, SUFFICIENT LIME SHALL BE ADDED TO PROVIDE A PH BETWEEN 5.5 AND 6.5 THE LIME SHALL BE THOROUGHLY INCORPORATED INTO THE TOP THREE OR FOUR INCHES OF THE SOIL. LIME AND FERTILIZER MAY BE APPLIED IN ONE OPERATION.
26. SUBMIT PH TEST RESULTS AND ANY OTHER TEST RESULTS TO THE ENGINEER AND CITY OF PENSACOLA FOR APPROVAL.
27. AFTER THE SITE HAS BEEN BROUGHT TO PROPER GRADE FOR PLACEMENT OF TOPSOIL AND IMMEDIATELY PRIOR TO DUMPING AND SPREADING THE TOPSOIL, THE SUBGRADE SHALL BE LOOSENEED BY DISKING OR SCORIFYING TO A DEPTH OF 2 INCHES TO INSURE BONDING OF THE TOPSOIL AND SODDING.
28. TOPSOIL SHALL NOT BE PLACED WHILE IN A MUDDY CONDITION, WHEN THE SUBGRADE IS EXCESSIVELY WET OR IN A CONDITION THAT MAY OTHERWISE BE DETRIMENTAL TO PROPER GRADING OR PROPOSED SODDING.
29. THE TOPSOIL SHALL BE UNIFORMLY DISTRIBUTED TO A MINIMUM COMPACTED DEPTH OF SIX INCHES.
30. ANY IRREGULARITIES IN THE SURFACE, RESULTING FROM TOP SOILING OR OTHER OPERATIONS, SHALL BE CORRECTED IN ORDER TO PREVENT THE FORMATION OF DEPRESSIONS OR POLE POCKETS.
31. COMPACT THE TOPSOIL ENOUGH TO ENSURE GOOD CONTACT WITH THE UNDERLYING SOIL AND TO OBTAIN A LEVEL SEED BED FOR THE ESTABLISHMENT OF HIGH MAINTENANCE TURF. AVOID UNDOE COMPACTATION.
32. CONTRACTOR TO PROVIDE TEMPORARY PROTECTION TO TREES TO REMAIN (SEE DETAIL). FOR ANY TREE SHOWN TO REMAIN THAT IS DAMAGED BY THE CONTRACTOR'S FORCES, THE CONTRACTOR SHALL PAY THE CITY OF PENSACOLA THE SUM OF \$150.00 DOLLARS PER INCH DIAMETER OF TREE THAT IS DAMAGED.
33. CONTRACTOR SHALL HAUL AWAY ALL DEBRIS AND DISPOSE OF OFF-SITE IN A LEGAL AND RESPONSIBLE MANNER.
34. WALKS AND BUILDING ACCESS ARE DESIGNED TO MEET THE FLORIDA ACCESSIBLY CODE FOR HANDICAP ACCESS.
35. SEDIMENT SHALL BE RETAINED ON THE SITE OF DEVELOPMENT. REMOVE SEDIMENT AT APPROPRIATE TIME AND PRIOR TO THE END OF CONSTRUCTION.
36. CONTRACTOR SHALL RESHAPE PER PLAN SPECIFICATIONS, CLEAN OUT ACCUMULATED SILT, AND STABILIZE RETENTION/DETENTION POND(S) AT END OF CONSTRUCTION WHEN ALL DISTURBED AREAS HAVE BEEN STABILIZED.
37. THE CONTRACTOR SHALL SUBMIT A POST-CONSTRUCTION CERTIFICATION AND REPRODUCIBLE RECORD DRAWINGS TO THE ENGINEER PRIOR TO INSPECTION AND ACCEPTANCE. THE RECORD DRAWINGS SHALL BE PREPARED AND CERTIFIED BY A FLORIDA PROFESSIONAL SURVEYOR.
38. THE OWNER OR HIS AGENT SHALL ARRANGE WITH THE CITY ENGINEER AN INSPECTION OF THE EROSION AND SEDIMENT CONTROL DEVICES PRIOR TO CONSTRUCTION, UNDERGROUND DRAINAGE STRUCTURES PRIOR TO BURIAL, AND THE FINAL INSPECTION OF THE DEVELOPMENT UPON COMPLETION.
39. EROSION SHALL BE CONTROLLED BY THE USE OF A HAY BALE BARRIER/SILT FENCE AS SHOWN ON PLANS OR WHATEVER MEANS NECESSARY AND SHALL BE SETUP PRIOR TO COMMENCING CONSTRUCTION. THE EROSION CONTROL BARRIER SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION BY THE CONTRACTOR. UPON COMPLETION OF THE PROJECT, THE RETENTION AREA SHALL BE CLEARED OF SILT, STABILIZATION OF ALL DISTURBED AREAS SHALL BE ACCOMPLISHED, AND THE RETENTION AREA IS TO BE RECONFIGURED TO DESIGN CROSS-SECTION, AND SODDED.
40. CONTRACTOR SHALL NOTIFY SUNSHINE ONE UTILITIES 48 HOURS IN ADVANCE PRIOR TO DIGGING WITHIN R/W; 1-800-432-4770.
41. NO DEVIATIONS OR REVISIONS FROM THESE PLANS BY THE CONTRACTOR SHALL BE ALLOWED WITHOUT WRITTEN PERMISSION FROM THE CITY OF PENSACOLA.

84. ALL TREES, SHRUBS, PLANTS AND ASSOCIATED LANDSCAPE INFRASTRUCTURE IN PUBLIC R/W SHALL BE REMOVED ONLY AS NECESSARY AND REPLACED TO THE SATISFACTION OF THE CITY.
85. ALL ITEMS OF PRIVATE PROPERTY LOCATED WITHIN THE CITY R/W SHALL BE PROTECTED AND/OR RELOCATED TO THE CITY'S SATISFACTION AS PART OF THE PROJECT. SUCH ITEMS SHALL INCLUDE, BUT NOT BE LIMITED TO, IRRIGATION SYSTEMS, MAIL BOXES, SIGNS, LANDSCAPE, PLANTER BEDS/BOXES, YARD DRAINS, ETC., AND SHALL BE COORDINATED AND ADDRESSED IN A TIMELY AND PROFESSIONAL MANNER. ITEMS REQUIRING REPLACEMENT SHALL BE OF EQUAL OR BETTER QUALITY.
86. THE LOCATION OF THE CONTRACTOR'S MATERIAL AND EQUIPMENT LAY-DOWN AREA SHALL BE APPROVED BY THE CITY PRIOR TO SECURING SUCH ARRANGEMENTS, AS DIRECTLY RELATED TO THE PROJECT. THE LAY-DOWN AREA SHALL BE PROPERLY SECURED UTILIZING TEMPORARY 6' CHAIN-LINK CONSTRUCTION FENCING WITH LOCKED GATES AND PROPER EROSION CONTROL BARRIER, AS NECESSARY, AND SHALL BE KEPT IN A NEAT AND UNIFORM MANNER AT ALL TIMES, AS DETERMINED BY THE CITY. ONLY MATERIALS AND EQUIPMENT ESSENTIAL TO THE PROJECT'S PROGRESS AND WHICH CANNOT BE STORED IN THE CITY'S RIGHT-OF-WAY SHALL BE STORED IN THE LAY-DOWN AREA AT ANY GIVEN TIME AND ALL OTHER MATERIALS AND EQUIPMENT SHALL BE IMMEDIATELY AND/OR AT THE REQUEST OF THE CITY.
87. CONTRACTOR SHALL PROVIDE BOTH ROUGH AND FINISHED GRADING THAT IS NECESSARY TO PROVIDE PROPER AND UNIFORM SLOPES BACK AWAY FROM ROADWAY INFRASTRUCTURE (PAVEMENT, CURB, SIDEWALKS, DRIVEWAYS, STORM STRUCTURES, ETC.) TO THE RIGHT-OF-WAY LINE WITH MAXIMUM SLOPES NOT EXCEEDING 4:1 (FOUR HORIZONTAL ANCEP TO ONE VERTICAL) SLOPE. IF ADJACENT TO THE CITY'S RIGHT-OF-WAY LIMITS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR SECURING PERMISSION FROM ADJACENT PROPERTY OWNERS TO CARRY THE SLOPE BACK ONTO PRIVATE PROPERTY SUFFICIENT TO ACHIEVE SLOPE REGULATION. ALL PROPOSED SLOPES AND EARTHWORK ASSOCIATED ACTION CONSTRUCTION IN THE RIGHT-OF-WAY OR ON PRIVATE PROPERTY SHALL BE INCLUDED IN CONTRACTOR'S BID AND SHALL BE APPROVED BY THE CITY.
89. THE CONTRACTOR'S PROPOSED SCHEDULE OF WORK FOR BOTH STANDARD (M-F, 7AM-4PM) AND NON-STANDARD HOURS SHALL BE REVIEWED AND APPROVED BY THE CITY AND SUBMITTED FOR REVIEW IN WRITING A MINIMUM OF SEVEN (7) CALENDAR DAYS PRIOR TO COMMENCEMENT OF THE PROPOSED WORK SCHEDULE. THE CITY RESERVES THE RIGHT TO DENY WORK ON ANY PROPOSED DAY IF CERTAIN PUBLIC EVENTS, ENVIRONMENTAL CONCERNS, NEIGHBORHOOD CIRCUMSTANCES, ETC., REQUIRE SUCH ACTION. THE CONTRACTOR SHALL ACKNOWLEDGE ULTIMATE RESPONSIBILITY OF THE JOB SITE DURING CONSTRUCTION (24 HRS/DAY) FOR THE ENTIRE DURATION OF THE PROJECT, REGARDLESS OF APPROVED WORK SCHEDULES AND HOURS OF OPERATION.
90. THE CONTRACTOR SHALL PROVIDE CONTINUED (FEASIBLE) VEHICULAR/PEDESTRIAN ACCESS TO PUBLIC/PRIVATE PROPERTY IN A SAFE AND FEASIBLE MANNER IN AREAS IMPACTED BY THE PROJECT. CONSTRUCTION UNION LOCALITY (UCL) SHALL BE REQUIRED TO REVIEW AND RESUBMIT ALL PLANS SHALL BE SUBMITTED TO THE CITY FOR REVIEW AND APPROVAL A MINIMUM OF FIVE (5) CALENDAR DAYS PRIOR TO IMPLEMENTING ANY PROPOSED MEASURES AND COORDINATION WITH IMPACTED RESIDENTS AND/OR PROPERTY OWNERS (OR OWNER REPRESENTATIVES) MAY BE REQUIRED OF THE CONTRACTOR AS PART OF THE TEMPORARY ACCESS PLAN(S). ALL COST FOR SUCH TEMPORARY PLANS AND MEASURES SHALL BE COVERED/INCLUDED IN THE CONTRACTORS BID.
91. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ENSURING ALL DIRT/SEDIMENT/TURBID WATER REMAINS ON THE JOB SITE AND NOT IN THE PUBLIC RIGHT-OF-WAY. ANY FAILURE TO COMPLY WILL RESULT IN \$500 PENALTY DAILY OCCURRENCE. CONTRACTOR WILL BE PROVIDED WITH WRITTEN NOTICE OF FAILURE, AND FUNDS WILL BE DEDUCTED FROM FINAL PAYMENT FOR CONTRACT RETAINAGE.

**CITY OF PENSACOLA, FLORIDA**  
DEPARTMENT OF PUBLIC WORKS AND FACILITIES  
ENGINEERING AND CONSTRUCTION SERVICES DIVISION  
222 W. MAIN STREET, PENSACOLA, FL. 32506-0046  
CITY HALL  
(904)393-1541

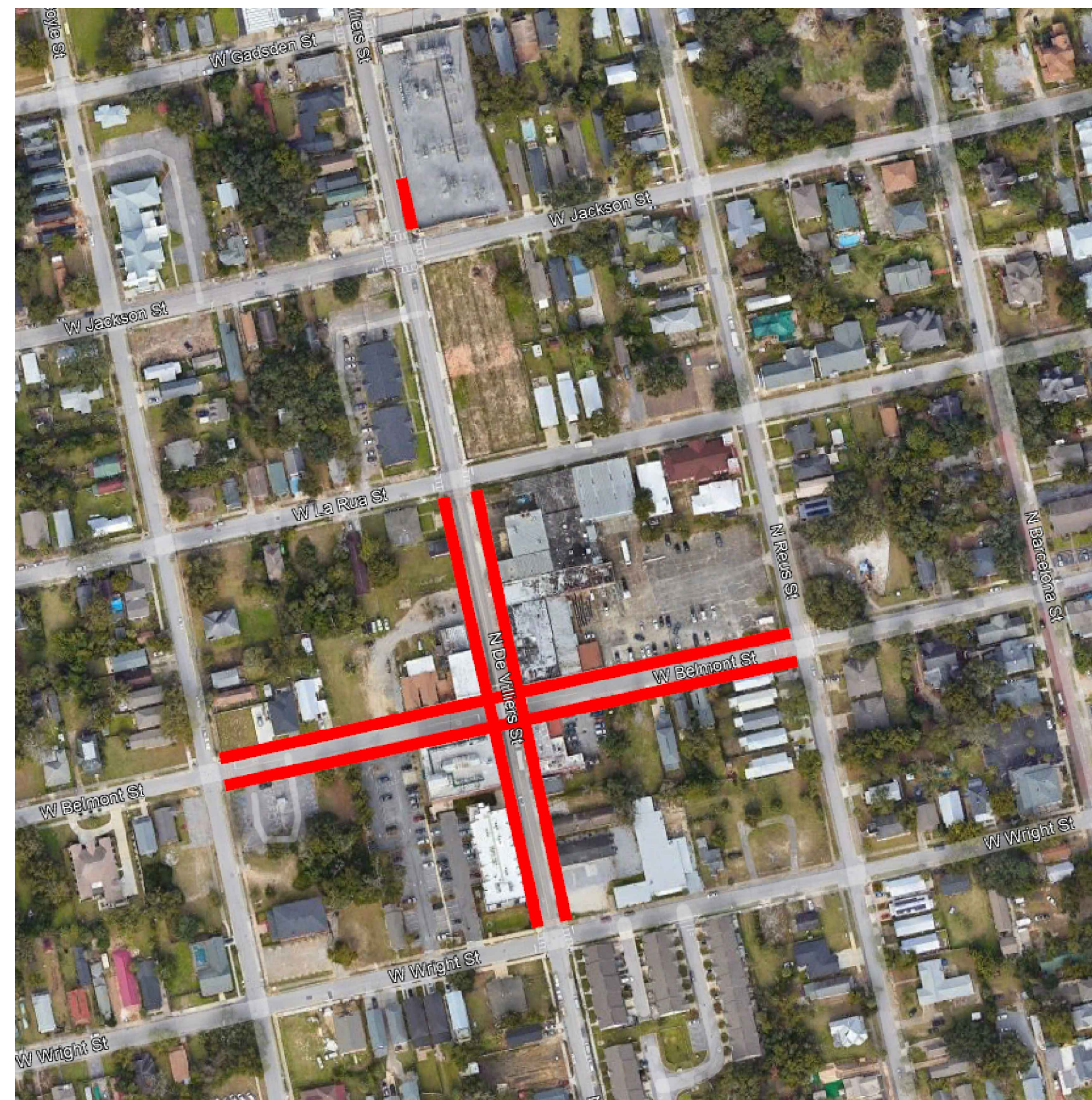
**PENSACOLA**

FLORIDA'S FIRST & FUTURE

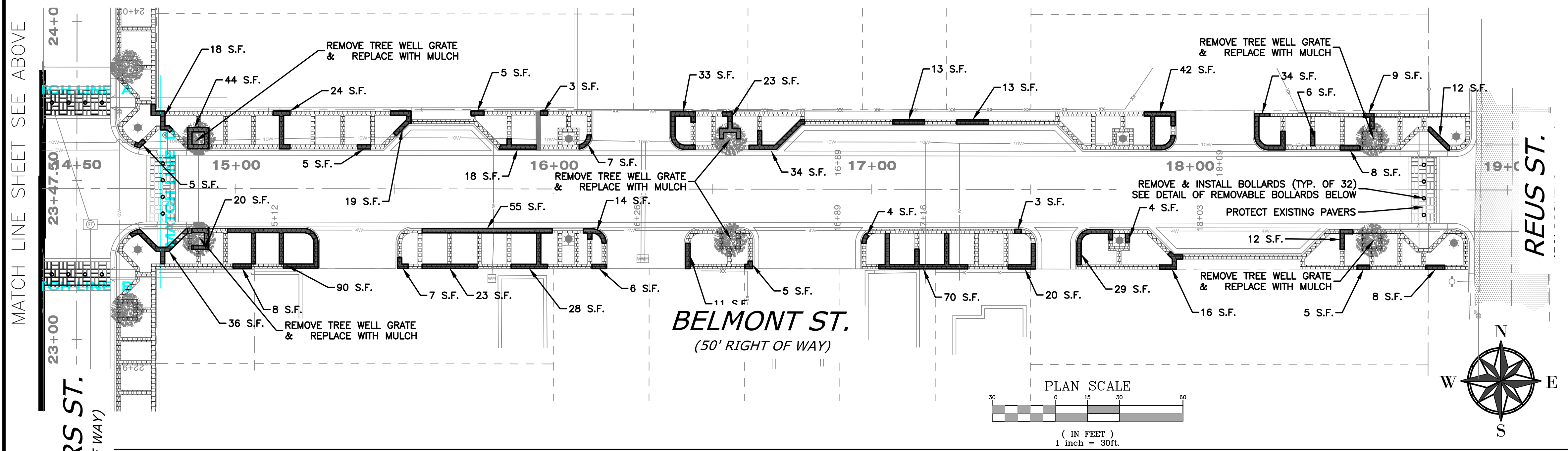
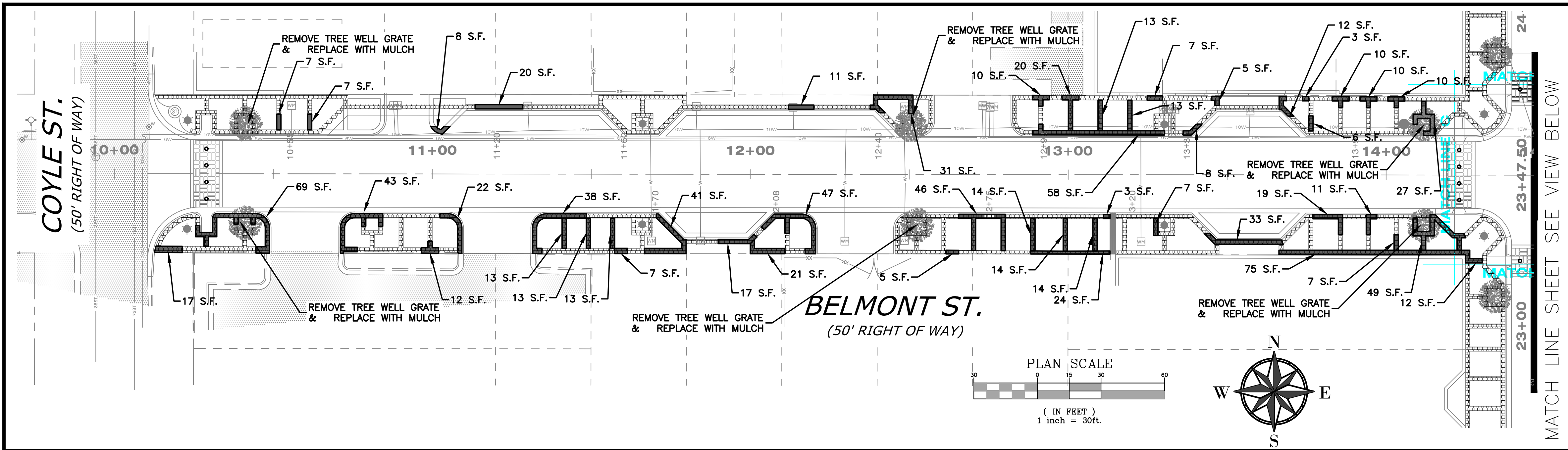
A circular professional engineer seal for the State of Florida. The outer ring contains the text "MATTHEW B. HINOTE" at the top and "PROFESSIONAL ENGINEER" at the bottom, separated by two stars. The inner circle contains the text "LICENSE NO. 74549" and "STATE OF FLORIDA", also separated by two stars.

|            |      |
|------------|------|
| BID NUMBER |      |
| ####       |      |
| DRAWN BY   | DATE |
| CBJ        | 7-20 |
| CHECKED    | DATE |
| BH         | 7-20 |

C-1







**\*\*NOTES:**

1. PAVERS TO BE SET ON A CONCRETE BASE PAD PER DETAIL.
2. REMOVE & REPLACE ADA RAMP & INSTALL CAST IRON TACTILE WARNING MAT. TOTAL OF 8 (SEE DETAIL).

**PROPOSED LEGEND**

|                               |
|-------------------------------|
| PAVER REMOVAL AND REPLACEMENT |
|-------------------------------|

**TOTAL AREA**

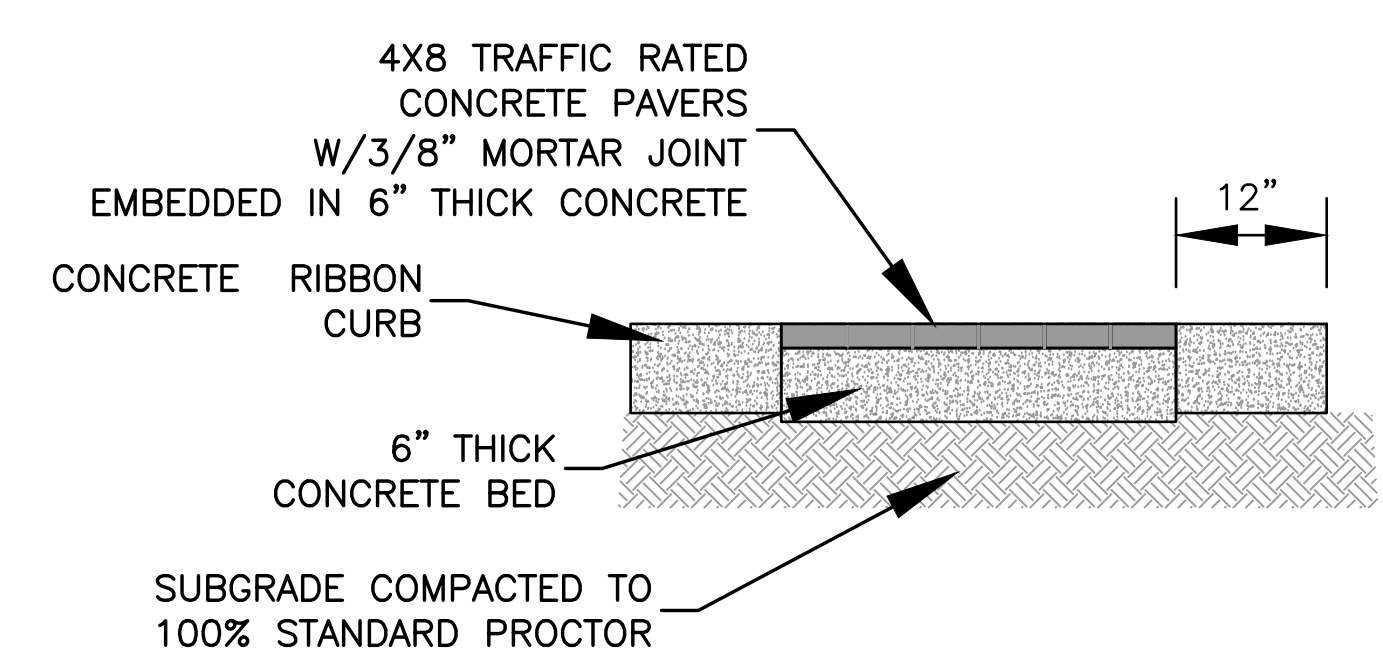
|               |                  |
|---------------|------------------|
| BELMONT:      | 1851 S.F.        |
| DE VILLERS:   | 225 S.F.         |
| <b>TOTAL:</b> | <b>2076 S.F.</b> |

DE VILLERS ST.  
(50' RIGHT OF WAY)

MATCH LINE SHEET SEE ABOVE

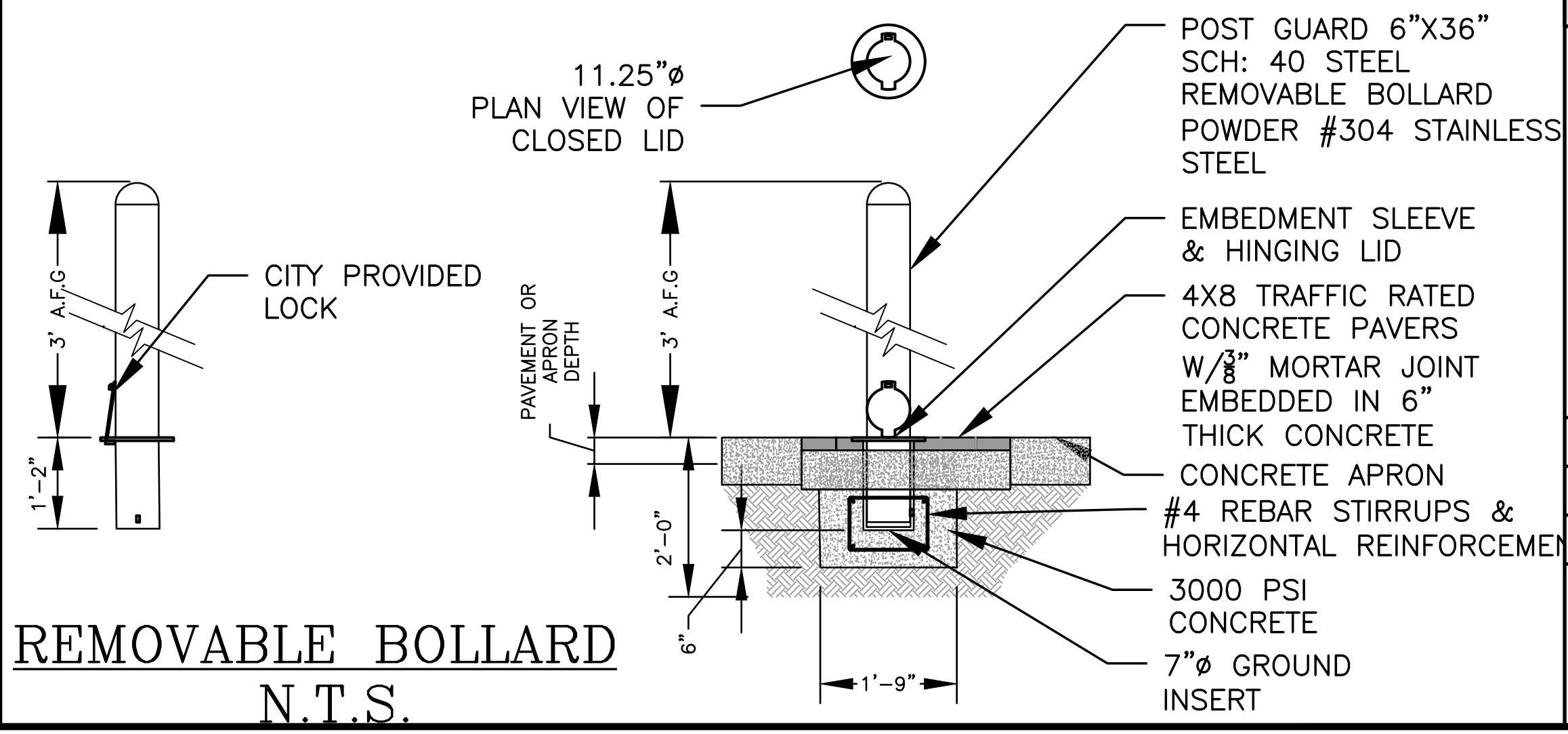
REUS ST.

MATCH LINE SHEET SEE VIEW BELOW



**BRICK PAVER CROSSWALK**  
N.T.S.

**NOTE:**  
ALL CONCRETE SHALL BE 3,000 PSI CONCRETE AT 28 DAYS WITH FIBERMESH REINFORCEMENT



**REMOVABLE BOLLARD**  
N.T.S.

**CITY OF PENSACOLA, FLORIDA**  
DEPARTMENT OF PUBLIC WORKS AND FACILITIES  
ENGINEERING AND CONSTRUCTION SERVICES DIVISION  
222 W. MAIN STREET, PENSACOLA, FL 32502-0068  
CITY HALL  
GEOGRAPHIC INFORMATION SYSTEMS

**PENSACOLA**  
FLORIDA'S FIRST & FUTURE

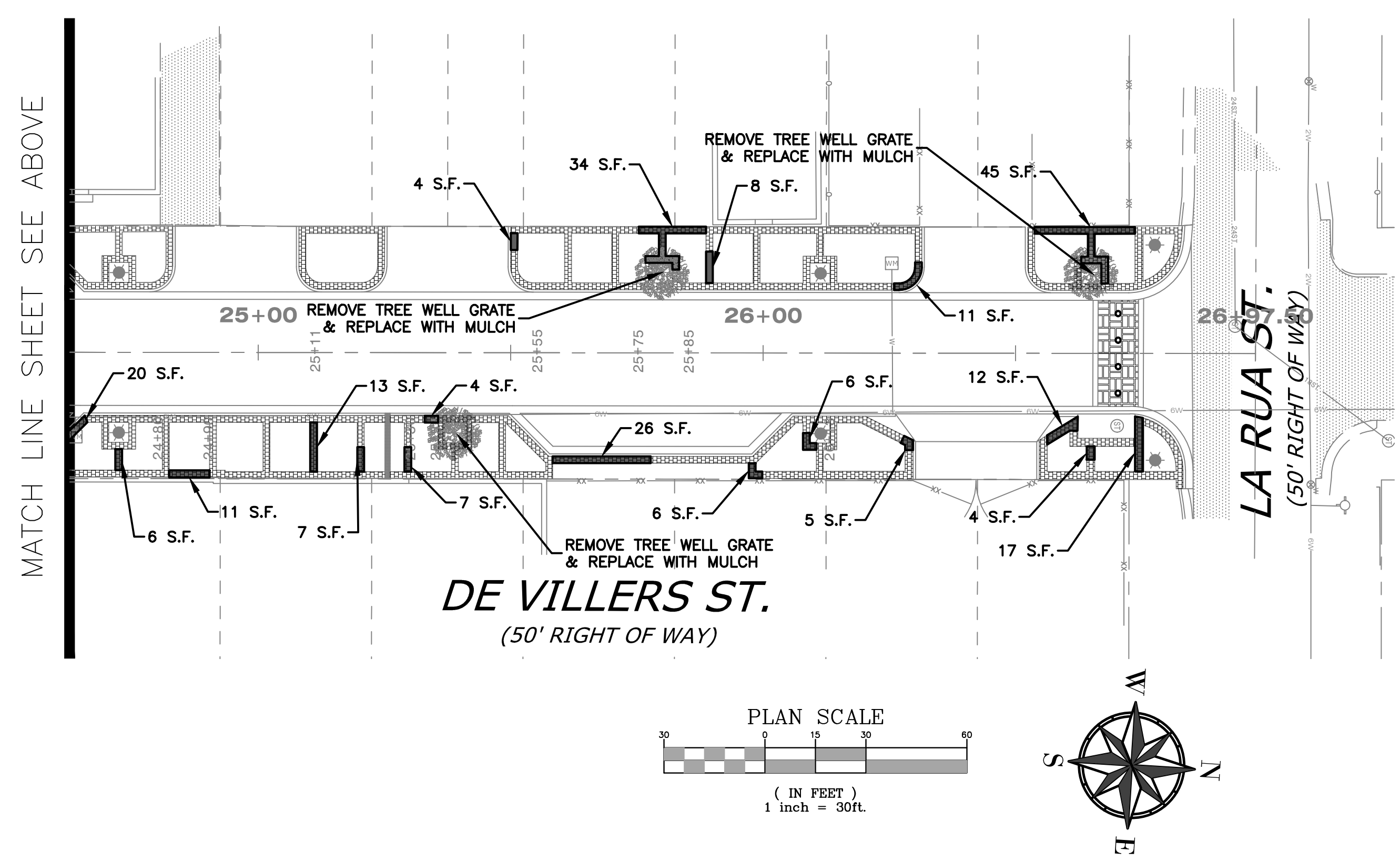
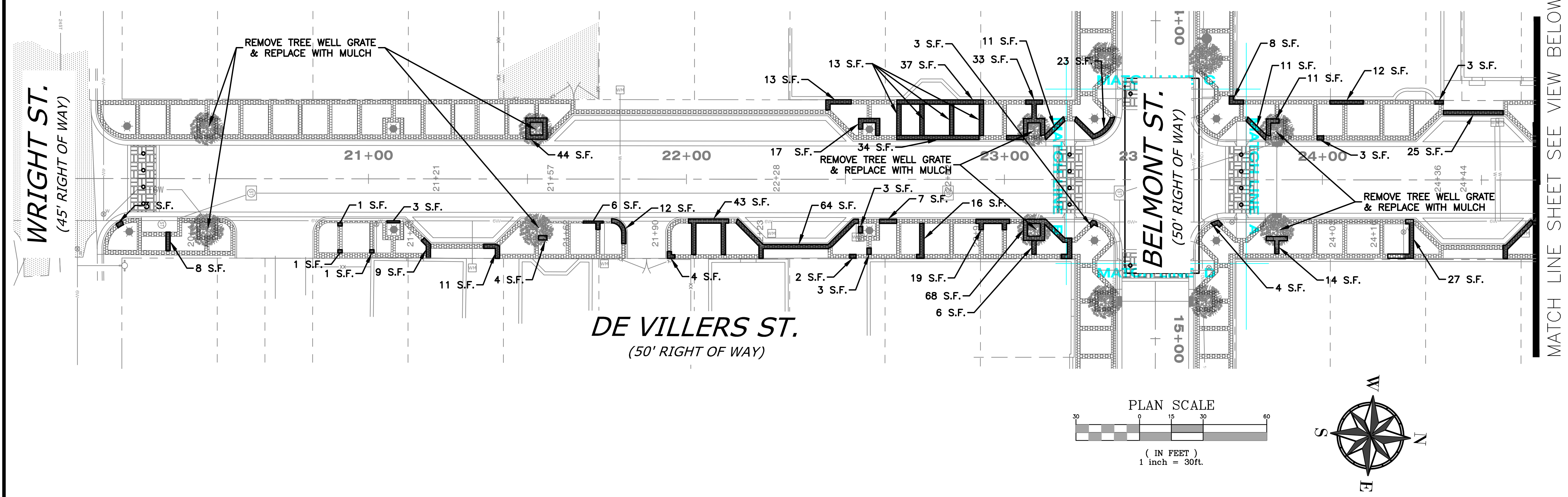
**BELMONT & DEVILLERS RESTORATION PROJECT**

**PROFESSIONAL ENGINEER**  
MATTHEW B. HINOTE  
LICENSE NO. 74549  
STATE OF FLORIDA

THIS DOCUMENT HAS BEEN REVIEWED AND APPROVED BY THE CITY ENGINEER AND THE CITY COMMISSIONER ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VIEWED ON ANY ELECTRONIC COPIES.

|                      |              |
|----------------------|--------------|
| BID NUMBER<br>23-023 |              |
| DRAWN BY<br>CBJ      | DATE<br>8-23 |
| CHECKED BY<br>BH     | DATE<br>8-23 |
| SHEET NO.<br>C-1     |              |





**\*\*NOTES:**

1. PAVERS TO BE SET ON A CONCRETE BASE PAD PER DETAIL.
2. REMOVE & REPLACE ADA RAMP & INSTALL CAST IRON TACTILE WARNING MAT. TOTAL OF 8 (SEE DETAIL)

**PROPOSED LEGEND**

PAVER REMOVAL AND REPLACEMENT

CITY OF PENSACOLA, FLORIDA  
DEPARTMENT OF PUBLIC WORKS AND FACILITIES  
ENGINEERING AND CONSTRUCTION SERVICES DIVISION  
222 W. MAIN STREET, PENSACOLA, FL 32502-0082  
CITY HALL  
680432-1056

**PENSACOLA**  
FLORIDA'S FIRST & FUTURE

**BELMONT & DEVILLIERS RESTORATION PROJECT**

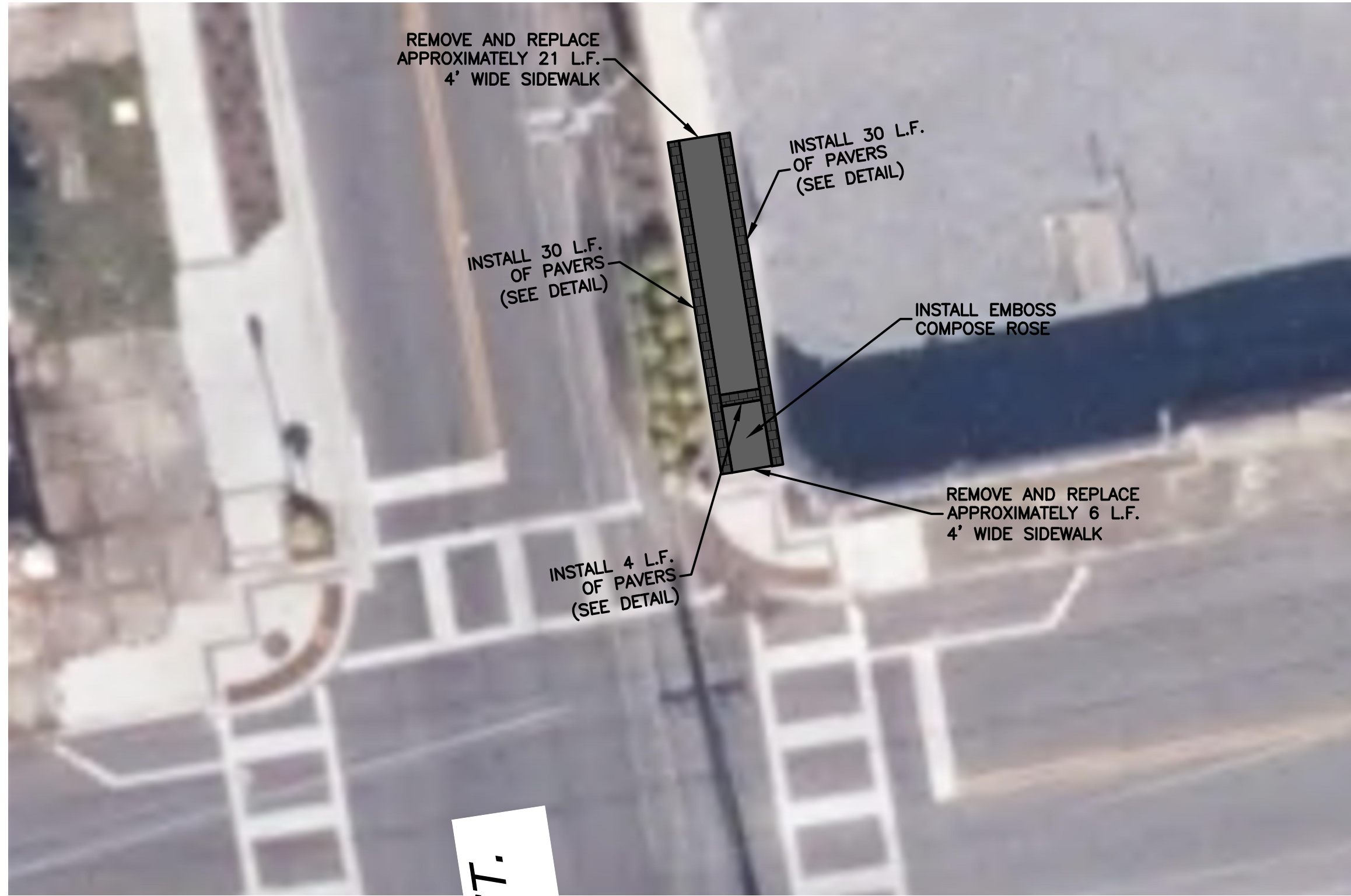
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PAGE.

MATTHEW B. HINOTE  
LICENSE NO. 74549  
STATE OF FLORIDA  
PROFESSIONAL ENGINEER

|                      |              |
|----------------------|--------------|
| BID NUMBER<br>23-023 |              |
| DRAWN BY<br>CBJ      | DATE<br>8-23 |
| CHECKED<br>BH        | DATE<br>8-23 |

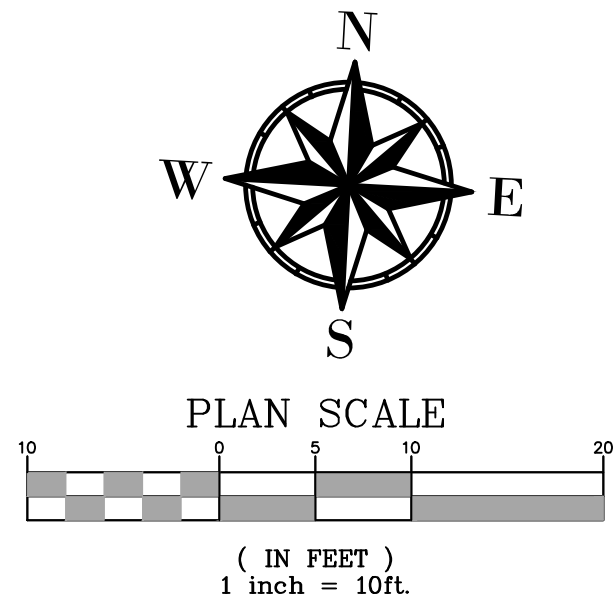
SHEET NO.  
C-2





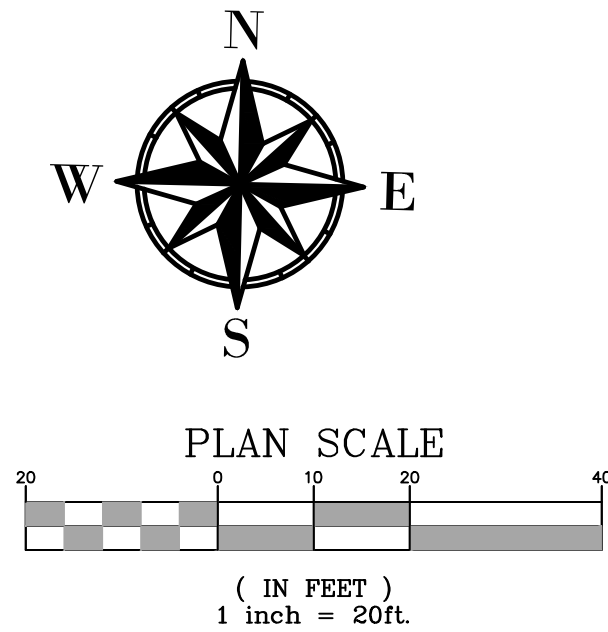
N. DE VILLERS ST.  
(50' RIGHT OF WAY)

W. JACKSON ST.  
(50' RIGHT OF WAY)



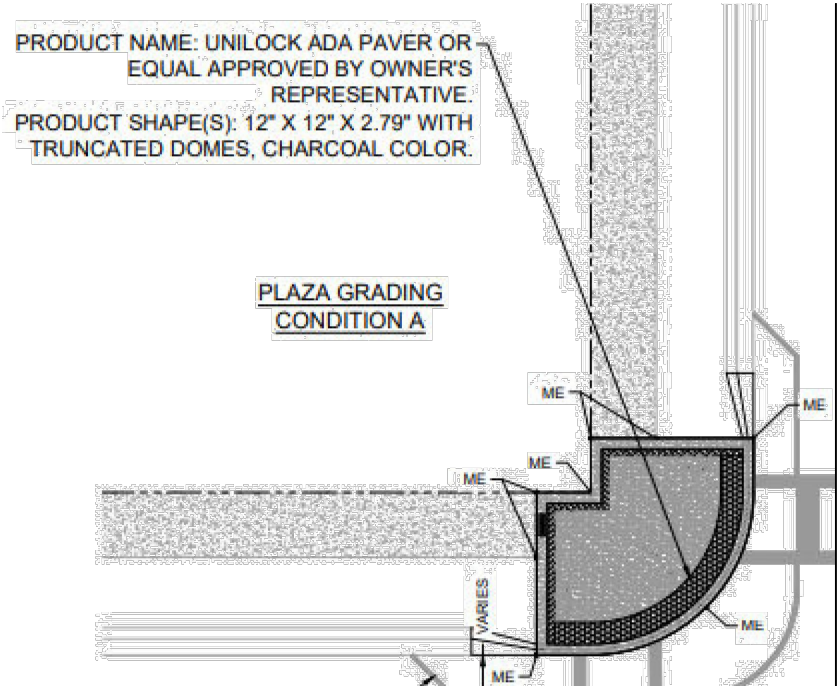
N. DE VILLERS ST.  
(50' RIGHT OF WAY)

W. BELMONT ST.  
(50' RIGHT OF WAY)



- \*\*NOTES:**
1. PAVERS TO BE SET ON A CONCRETE BASE PAD PER DETAIL.
  2. REMOVE & REPLACE ADA RAMP & INSTALL CAST IRON TACTILE WARNING MAT. TOTAL OF 8 (SEE DETAIL)

| PROPOSED LEGEND |                                  |
|-----------------|----------------------------------|
|                 | PAVER REMOVAL AND REPLACEMENT    |
|                 | SIDEWALK REMOVAL AND REPLACEMENT |



CITY OF PENSACOLA, FLORIDA  
DEPARTMENT OF PUBLIC WORKS AND FACILITIES  
ENGINEERING AND CONSTRUCTION SERVICES DIVISION  
222 W. MAIN STREET, PENSACOLA, FL 32502-0088  
CITY BULL.  
1609452-1056

**PENSACOLA**  
FLORIDA'S FIRST & FUTURE

BELMONT & DEVILLERS RESTORATION  
PROJECT



THIS DOCUMENT HAS BEEN ELECTRONICALLY SIGNED BY  
MATTHEW B. HINOTE ON THE DATE ADJACENT TO THE  
SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT  
CONSIDERED SIGNED AND SEALED AND THE  
SIGNATURE MUST BE VIEWED ON ANY ELECTRONIC  
PAGE.

|                      |              |
|----------------------|--------------|
| BID NUMBER<br>23-023 |              |
| DRAWN BY<br>CBJ      | DATE<br>8-23 |
| CHECKED<br>BH        | DATE<br>8-23 |

SHEET NO.

C-3



TABULATION OF BIDS

BID NO: 24-003  
TITLE: BELMONT & DEVILLIERS STREETS RESTORATION

|                                          |                                                                  |                                                      |                                                    |
|------------------------------------------|------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------|
| Submittals Due:<br>12/18/2023, 2:30 P.M. | *GULF COAST<br>BUILDING<br>CONTRACTORS,<br>INC.<br>Pensacola, FL | BEAR GENERAL<br>CONTRACTORS,<br>LLC<br>Pensacola, FL | CHIVERS<br>CONSTRUCTION,<br>INC.<br>Cantonment, FL |
| Department:<br>Engineering               |                                                                  |                                                      |                                                    |
| Base Bid                                 | \$241,375.00                                                     | \$247,785.16                                         | \$265,860.00                                       |

\*\*\*\*\*

\*Award revised 01/23/24 after consulting City Atty's office

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## Memorandum

File #: 23-1108

Community Redevelopment Agency

2/5/2024

**ACTION ITEM****SPONSOR:** Jennifer Brahier - Chairperson**SUBJECT:**

AWARD OF CONTRACT - RFQ NO. 23-014 FOR UPDATE OF PENSACOLA COMMUNITY REDEVELOPMENT PLANS

**RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) award a contract under Request of Qualifications (RFQ) No. 23-014 Urban Planning, Design, Research, Analysis and Plan Amendment Services for Update of the Pensacola Community Redevelopment Plans to Urban Design Associates, Ltd. Further, that the CRA authorize the Chairperson to negotiate, execute and administer the contract, consistent with the CRA Chairperson's Powers, as granted in the CRA Bylaws.

**SUMMARY:**

On March 23, 2023, the Community Redevelopment Agency (CRA) issued a Request for Qualifications (RFQ) No. 23-014 to engage a consulting team to provide urban planning, design, research, analysis and plan amendment services to update the Urban Core, Eastside and Westside community redevelopment plans and provide plan implementation and consistency guidance for a period of five years. Eight (8) submittals were received in response to the solicitation. A selection committee was formed to review the submittals and provide a recommendation for the award.

On September 8, 2023, the committee convened to evaluate and score the written submittals and shortlist firms for oral presentation. The committee scored the firms' *written submittals* as follows and short-listed four (4) firms to make oral presentations:

| Firm Name                            | Ranking |
|--------------------------------------|---------|
| Inspire Placemaking Collective, Inc. | 1       |
| Kimley-Horn & Associates, Inc.       | 2       |
| Zyscovich, LLC                       | 2       |
| Urban Design Associates, Ltd.        | 3       |
| DPZ CoDesign, LLC.                   | 4       |
| Goodwyn Mills Cawood, LLC            | 5       |
| CPH, LLC                             | 6       |
| BusinessFlare, LLC                   | 7       |

On October 12, 2023, the committee evaluated and ranked the firms' *oral presentations*. A tie resulted with both Kimley-Horn and Associates, Inc. and Urban Design Associates, Ltd. ranking in first place. The procedure has been that when a tie occurs during the oral presentations, the highest scored firm from the written presentations in the tie scenario is recommended for award to the Mayor's Office for consideration.

| <b>Firm Name</b>                     | <b>Ranking</b> | <b>Tie Break</b> (Written Submittal) |
|--------------------------------------|----------------|--------------------------------------|
| Kimley-Horn & Associates, Inc.       | 1              | 459                                  |
| Urban Design Associates, Ltd.        | 1              | 455                                  |
| Inspire Placemaking Collective, Inc. | 2              |                                      |
| Zyscovich, LLC                       | 3              |                                      |

The Mayor's Office has reviewed the firm's submittals and presentations and recommends the award of the contract to Urban Design Associates, Ltd. based on their qualifications and alignment with the City's goals and objectives.

Further, to maximize efficiency and alignment of efforts, it is recommended that an additional service to produce a preliminary equitable development plan for the Hollice T. Williams Urban Greenway be added to the contract as a negotiated term. The equitable plan development would leverage data collection and public engagement already being undertaken by the consultant during the course of the redevelopment plan update process. The scope will include additional data analysis, public engagement, development of equity principles to inform park design and coordination with the park design consultant. The full scope is attached. CDBG funding tied to the park design requires an expeditious approach. Addition of the service will allow equity principles to inform decision-making during the park design process.

#### **PRIOR ACTION:**

January 17, 2023 – The CRA approved Supplemental Budget Resolution (SBR) No. 2023-01 Non-Encumbered Carryover Resolution, CRA which carried forward funding appropriated for updates to the Urban Core, Westside and Eastside Redevelopment Plans into Fiscal Year 2023.

January 16, 2024 - the CRA approved Supplemental Budget Resolution (SBR) No. 2024-06 Non-Encumbered Carryover Resolution, CRA which carried forward funding appropriated for updates to the Urban Core, Westside and Eastside Redevelopment Plans into Fiscal Year 2024.

#### **FUNDING:**

Budget: \$240,124

52,103

CRA Fund (Urban Core TIF) - Plans & Studies

CRA Fund (Urban Core TIF) - Acquisition & Redevelopment

|               |                                                 |
|---------------|-------------------------------------------------|
| 104,124       | Eastside TIF Fund - Plans & Studies             |
| 17,993        | Eastside TIF Fund - Acquisition & Redevelopment |
| 94,638        | Westside TIF Fund - Plans & Studies             |
| 128,552       | Westside TIF Fund - Acquisition & Redevelopment |
| <u>21,770</u> | General Fund                                    |
| \$659,305     | TOTAL                                           |

Actual: \$659,305

**FINANCIAL IMPACT:**

Sufficient funding is available from the CRA (Urban Core), Eastside and Westside TIF Funds and the General Fund.

**LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes**

1/29/2024

**STAFF CONTACT:**

David Forte, Deputy City Administrator  
Sherry Morris, Development Services Director  
Victoria D'Angelo, CRA Division Manager  
Hilary Halford, Assistant CRA Division Manager

**ATTACHMENTS:**

1. RFQ No. 23-014 Tabulation of Qualifications Sheet
2. RFQ No. 23-014 Notice of Intent to Award 11.17.2023
3. RFQ No. 23-104 Final Reference list
4. Redevelopment Plan Update Scope and Fee Proposal
5. Negotiated Term - Equitable Development Plan Scope and Fee Proposal

**PRESENTATION: No**



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## TABULATION OF QUALIFICATIONS

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RFQ NO.: 23-014

TITLE: URBAN PLANNING, DESIGN, RESEARCH, ANALYSIS AND PLAN AMENDMENT SERVICES  
FOR UPDATE OF THE PENSACOLA COMMUNITY REDEVELOPMENT PLANS

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Submittal Due Date & Time:

06/08/23, 2:00 PM

Department:

CRA

---

BusinessFlare, LLC  
Kevin Crowder, Founder  
1175 NE 125th Street, Suite 601  
North Miami, FL 33161  
305-281-2279  
[kevin@businessflare.net](mailto:kevin@businessflare.net)

CPH, LLC  
Nikhel Jindal, GCC, Assoc. DBIA, ENV SP  
Chief Strategy and Success Officer  
700 South Palafox Street  
Pensacola, FL 32502  
850-563-1490  
Fax: 850-563-1495  
[info@cphcorp.com](mailto:info@cphcorp.com)

DPZ CoDesign, LLC  
Marina Khoury, Partner  
1023 SW 25th Avenue  
Miami, FL 33135  
(305) 644-1023  
Fax: (305) 644-1021  
[marina@dpz.com](mailto:marina@dpz.com)

Goodwyn Mills Cawood, LLC  
Brandon Bias, AICP LEED GA, Project Manager  
111 North Water Street, Suite 15250  
Mobile, AL 36602  
251-460-4006  
Fax: 251-460-4423  
[brandon.bias@gmcnetwork.com](mailto:brandon.bias@gmcnetwork.com)

Inspire Placemaking Collective, Inc.  
George Kramer, AICP, President  
4767 New Broad Street  
Orlando, FL 32814  
(407) 202-8367  
[gkramer@inspireplacemaking.com](mailto:gkramer@inspireplacemaking.com)

Kimley-Horn & Associates, Inc.  
Kelley Klepper, AICP, Vice President  
1777 Main Street, Suite 200  
Sarasota, FL 32436  
(941) 379-7673  
Fax: 561-863-8175  
[kelley.klepper@kimley-horn.com](mailto:kelley.klepper@kimley-horn.com)

Urban Design Associates, Ltd  
Megan G. O'Hara, AICP, LEED AP BD+C, Principal  
3 PPG Place, 3rd Floor  
Pittsburgh, PA 15222  
412-325-6326  
Fax: 844-270-8374  
[megan.ohara@urbandesignassociates.com](mailto:megan.ohara@urbandesignassociates.com)

Zyscovich, LLC  
Suria Yaffar, Director of Design  
3505 East Frontage Road, Suite 125  
Tampa, FL 33607  
813-526-7760  
[zyscovich@zyscovich.com](mailto:zyscovich@zyscovich.com)

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FINANCIAL SERVICES  
PURCHASING

**MEMORANDUM**

TO: Respondents to RFQ #23-014 (Urban Planning, Design, Research, Analysis, and Plan Amendment Services for Update of the Pensacola Community Redevelopment Plan)

FROM: Dedria Lunderman, Purchasing Manager

DATE: November 17, 2023

SUBJ: Notice of Intent to Award - Revision

The selection committee forwarded their recommendation to the Mayor to award a contract to the first-ranked firm. After reviewing the recommendation, the Mayor intends to recommend award of contract to the second-ranked firm. The Mayor's recommendation will be presented at a future City Council meeting. This memorandum serves as the City's revision of the previously issued Notice of Intent to Award.

- 1) Kimley-Horn & Associates, Inc.
- 2) Urban Design Associates, Ltd**
- 3) Inspire Placemaking Collective, Inc.
- 4) Zyscovich, LLC

Section 10.06(c)2 of the City of Pensacola Purchasing Manual gives the Mayor the ability to add criteria to the selection process as warranted by each project. The Mayor has stated that Urban Design Associates, Ltd proposal is more closely aligned with his expectations for the City's goals as it relates to the following:

- enhancing the community redevelopment areas
- fostering a supply of housing options
- creating a stable economy offering employment opportunities

Within five (5) business days of the issuance of this notice, any firm that responded to the RFP and believes that the City has incorrectly selected another respondent for award may submit a written notice of protest. Such notice of protest must be received by the City on or before 10:00 A.M. on November 28, 2023. Protests must be delivered to:

Dedria Lunderman  
Purchasing Manager  
City Hall, 6th Floor  
222 West Main Street  
Pensacola, FL 32502  
[purchasing@cityofpensacola.com](mailto:purchasing@cityofpensacola.com)

The notice of protest must include a written statement specifying in detail each and every one of the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the bidder, and must cite the law, rule, local ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the City to determine the validity of the protest.

Thank you for your firm's submittal and interest in this project.

cc: Victoria D'Angelo, CRA Division Manager, City of Pensacola



Submittal Due Date: 06/08/23

Bid No.: 23-014

**FINAL VENDOR REFERENCE LIST**  
**URBAN PLANNING, DESIGN, RESEARCH, ANALYSIS AND PLAN AMENDMENT SERVICES**  
**FOR UPDATE OF THE PENSACOLA COMMUNITY REDEVELOPMENT PLANS**  
**COMMUNITY REDEVELOPMENT AGENCY**

| Vendor | Name                                                    | Address                       | City        | St | Zip Code | SMWBE |
|--------|---------------------------------------------------------|-------------------------------|-------------|----|----------|-------|
| 049093 | ARCHITECTURAL AFFAIRS INC                               | 105 EAST DESOTO STREET        | PENSACOLA   | FL | 32501    |       |
| 070194 | ASSOCIATED SPACE DESIGN DBA ASD/SKY                     | 4810 WEST NINE MILE ROAD      | PENSACOLA   | FL | 32526    |       |
| 026973 | ATKINS NORTH AMERICA INC                                | P O BOX 409357                | ATLANTA     | GA | 30384    |       |
| 079924 | B & A ARCHITECTURAL GROUP, INC                          | 4030 ARBUTUS DRIVE            | PENSACOLA   | FL | 32504    | Y     |
| 000377 | BASKERVILLE DONOVAN                                     | 449 WEST MAIN ST              | PENSACOLA   | FL | 32502    |       |
| 035802 | BAY DESIGN ASSOCIATES                                   | 720 BAYFRONT PARKWAY STE 200  | PENSACOLA   | FL | 32502    | Y     |
| 000058 | BULLOCK-TICE ASSOCIATES                                 | 909 EAST CERVANTES ST STE B   | PENSACOLA   | FL | 32501    |       |
| 086283 | BUSINESSFLARE LLC                                       | 1175 NE 125th ST STE 601      | NORTH MIAMI | FL | 33161    |       |
| 003039 | CALDWELL ASSOCTES ARCHTCTS INC                          | 116 NORTH TARRAGONA STREET    | PENSACOLA   | FL | 32502    | Y     |
| 081667 | CCR ARCHITECTURE & INTERIORS                            | 2920 1ST AVENUE SOUTH         | BIRMINGHAM  | AL | 35233    |       |
| 059761 | CPH LCC                                                 | 700 S PALAFOX                 | PENSACOLA   | FL | 32502    |       |
| 026000 | DAG ARCHITECTS INC                                      | 1223 AIRPORT ROAD             | DESTIN      | FL | 32541    |       |
| 057131 | DALRYMPLE SALLIS ARCHITECTURE LLC                       | 213 S BAYLEN STREET           | PENSACOLA   | FL | 32502    |       |
| 065729 | DELL CONSULTING                                         | 129 EAST GOVERNMENT STREET    | PENSACOLA   | FL | 32502    | Y     |
| 068056 | DEWBERRY ENGINEERS INC                                  | 8401 ARLINGTON BOULEVARD      | FAIRFAX     | VA | 22031    |       |
| 072190 | DPZ PARTNERS LLC DBA CODESIGN                           | 1023 SW 25TH AVENUE           | MIAMI       | FL | 33135    |       |
| 024204 | FABRE ENGINEERING INC DBA FABRE ENGINEERING & SURVEYING | 119 GREGORY SQUARE            | PENSACOLA   | FL | 32502    | Y     |
| 040956 | FITZPATRICK, DAVID W PE, PA                             | 10250 N PALAFOX STREET        | PENSACOLA   | FL | 32534    |       |
| 074355 | GANNETT MHC MEDIA INC DBA PENSACOLA NEWS JOURNAL        | 2 NORTH PALAFOX ST            | PENSACOLA   | FL | 32502    |       |
| 045234 | GOODWYN MILLS & CAWOOD INC                              | 111 N WATER ST STE 15250      | MOBILE      | AL | 36602    |       |
| 046524 | GREENMAN-PEDERSEN INC                                   | 2929 LANGLEY AVENUE SUITE 203 | PENSACOLA   | FL | 32504    |       |
| 060768 | GULF CIVIL ENGINEERING LLC                              | 2940 BAYVIEW WAY              | PENSACOLA   | FL | 32503    | Y     |
| 028628 | GULF COAST ENVIRONMENTAL & ENGINEERING INC              | P O BOX 12623                 | PENSACOLA   | FL | 32574    |       |
| 074827 | GULF COAST MINORITY CHAMBER OF COMMERCE INC             | 321 N DEVILLERS ST STE 104    | PENSACOLA   | FL | 32501    |       |
| 049076 | HAMMOND ENGINEERING, INC                                | 3802 NORTH "S" ST.            | PENSACOLA   | FL | 32505    |       |
| 026222 | HDR ENGINEERING INC                                     | P O BOX 74008202              | CHICAGO     | IL | 60674    |       |
| 019764 | HEFFERNAN HOLLAND MORGAN ARCHITECT PA                   | 312 S ALCANIZ ST              | PENSACOLA   | FL | 32501    |       |
| 027373 | HERNANDEZ & SWIFT ASSOCIATES INC                        | 1630 BALIHAI COURT            | GULF BREEZE | FL | 32563    |       |
| 045631 | HERNANDEZ CALHOUN DESIGN INTL                           | 420 NORTH PALAFOX STREET      | PENSACOLA   | FL | 32501    | Y     |
| 067511 | INFRASTRUCTURE ENGINEERS INC                            | 3182 GULF BREEZE PARKWAY      | GULF BREEZE | FL | 32563    |       |
| 086362 | INSPIRE PLACEMAKING COLLECTIVE INC                      | 4767 NEW BROAD ST             | ORLANDO     | FL | 32814    |       |
| 054641 | JERRY PATE DESIGN INC                                   | 301 SCHUBERT DRIVE            | PENSACOLA   | FL | 32504    | Y     |
| 067283 | JOE DEREUIL ASSOCIATES LLC                              | 301 WEST CERVANTES STREET     | PENSACOLA   | FL | 32501    | Y     |
| 032824 | KENNETH HORNE & ASSOCIATES                              | 7201 NORTH 9TH AVENUE SUITE 6 | PENSACOLA   | FL | 32504    | Y     |
| 028242 | KIMLEY HORN & ASSOCIATES INC                            | 1777 MAIN ST STE 200          | SARASOTA    | FL | 32436    |       |
| 043865 | KUNZE JR, CHARLES EDWARD                                | 25 W CEDAR STE 214            | PENSACOLA   | FL | 32502    |       |

Submittal Due Date: 06/08/23

Bid No.: 23-014

**FINAL VENDOR REFERENCE LIST**  
**URBAN PLANNING, DESIGN, RESEARCH, ANALYSIS AND PLAN AMENDMENT SERVICES**  
**FOR UPDATE OF THE PENSACOLA COMMUNITY REDEVELOPMENT PLANS**  
**COMMUNITY REDEVELOPMENT AGENCY**

| Vendor | Name                                                                 | Address                        | City        | St | Zip Code | SMWBE |
|--------|----------------------------------------------------------------------|--------------------------------|-------------|----|----------|-------|
| 000436 | LARRY M JACOBS & ASSOC INC                                           | 328 E GADSDEN ST               | PENSACOLA   | FL | 32501    | Y     |
| 059406 | MADRIL BUILDERS LLC                                                  | 1965 STOUT ROAD                | CANTONMENT  | FL | 32533    |       |
| 078157 | MCKIM & CREED INC                                                    | 1730 VARSITY DRIVE SUITE 500   | RALEIGH     | NC | 27606    |       |
| 045220 | MEP ENGINEERING SOLUTIONS INC                                        | 217 EAST INTENDENCIA ST        | PENSACOLA   | FL | 32501    |       |
| 082807 | MKSK INC                                                             | 504 RHETT STREET               | GREENVILLE  | SC | 29601    |       |
| 036709 | MOTT MACDONALD FLORIDA                                               | P O BOX 358061                 | PITTSBURG   | PA | 15251    |       |
| 081060 | MULLINS LLC                                                          | 41 N JEFFERSON ST              | PENSACOLA   | FL | 32502    |       |
| 068489 | ONESOURCEPCS LLC                                                     | 1805 CREIGHTON ROAD SUITE 1    | PENSACOLA   | FL | 32504    | Y     |
| 049009 | PARRIS CONSTRUCTION CO LLC                                           | P O BOX 6338                   | PENSACOLA   | FL | 32503    | Y     |
| 060344 | PENSACOLA BAY AREA CHAMBER OF COMMERCE DBA GREATER PENSACOLA CHAMBER | 117 W GARDEN ST                | PENSACOLA   | FL | 32502    |       |
| 023075 | PETERSON ENGINEERING INC                                             | 75 SOUTH 'F' STREET            | PENSACOLA   | FL | 32501    | Y     |
| 042176 | PINDER MARTIN ASSOCIATES INC                                         | 1001 N 12TH AVE                | PENSACOLA   | FL | 32501    | Y     |
| 055283 | PLANENG INC                                                          | 501 FITZGERALD ST              | PENSACOLA   | FL | 32505    |       |
| 064219 | POE, JAMIN DBA P3 CONSTRUCTION & ENERGY SOLUTIONS LLC                | 321 N DEVILLIERS ST STE 208    | PENSACOLA   | FL | 32501    |       |
| 065824 | PRIME AE GROUP INC                                                   | 2510 WEST CERVANTES STREET     | PENSACOLA   | FL | 32505    |       |
| 017263 | QUINA GRUNDHOEFER ARCHITECTS                                         | 400 WEST ROMANA STREET         | PENSACOLA   | FL | 32502    | Y     |
| 051061 | REBOL-BATTLE & ASSOCIATES LLC                                        | 2301 NORTH 9TH AVENUE SUITE 3  | PENSACOLA   | FL | 32503    | Y     |
| 069116 | RJH & ASSOCIATES INC                                                 | 215 GRAND BLVD STE 102         | MIRAMAR BCH | FL | 32550    | Y     |
| 024578 | SAM MARSHALL ARCHITECTS                                              | 325 SOUTH PALAFOX ST           | PENSACOLA   | FL | 32502    | Y     |
| 042209 | SCHMIDT DELL ASSOCIATES INC                                          | 40 S PALAFOX PLACE STE 300     | PENSACOLA   | FL | 32502    | Y     |
| 081668 | SEAY SEAY AND LITCHFIELD PC                                          | 13 PALAFOX PLACE SUITE 200     | PENSACOLA   | FL | 32502    |       |
| 059180 | SIGMA CONSULTING GROUP INC                                           | 3298 SUMMIT BOULEVARD SUITE 32 | PENSACOLA   | FL | 32503    |       |
| 037798 | STOA INT'L/FLORIDA INC DBA STOA ARCHITECTS                           | 121 EAST GOVERNMENT ST         | PENSACOLA   | FL | 32502    |       |
| 020070 | STROBEL & HUNTER INC                                                 | 715 EAST GADSDEN ST            | PENSACOLA   | FL | 32501    | Y     |
| 042009 | THOMPSON ENGINEERING                                                 | 6706-C PLANTATION BLVD         | PENSACOLA   | FL | 32504    |       |
| 067875 | TIERRA                                                               | 1300 WEST MAIN STREET          | PENSACOLA   | FL | 32501    | Y     |
| 027442 | TODD, EDDIE S JR ARCHITECT                                           | P O BOX 17623                  | PENSACOLA   | FL | 32522    |       |
| 046225 | TOWNES + ARCHITECT PA                                                | 2421 NORTH 12TH AVENUE         | PENSACOLA   | FL | 32503    | Y     |
| 071928 | TSW                                                                  | 1447 PEACHTREE ST NE STE 850   | ATLANTA     | GA | 30309    |       |
| 039280 | URBAN DESIGN ASSOCIATES LTD                                          | 3 PPG PLACE 3RD FLOOR          | PITTSBURG   | PA | 15222    |       |
| 038546 | VOLKERT INC                                                          | P O BOX 11407                  | BIRMINGHAM, | AL | 35246    |       |
| 066549 | WELLS, JAMES E III &SAMANTHA M W3 ENGINEERING INC                    | 557 NORTHCREEK CIRCLE          | PENSACOLA   | FL | 32514    |       |
| 081666 | YURO & ASSOCIATES LLC                                                | 145 HILDEN ROAD SUITE 108      | PONTE VEDRA | FL | 32081    |       |
| 044643 | ZYSCOVICH LLC                                                        | 3505 E FRONTAGE RD STE 125     | TAMPA       | FL | 36607    |       |

Vendors: 70



26 January 2024

**Victoria D'Angelo**  
**Pensacola Community Redevelopment Agency**  
**City Hall**  
**222 W Main Street**  
**Pensacola, FL 32502**

**Re: UDA CRA Plan Update Scope Proposal**

Dear Victoria,

Thank you again for selecting the UDA team to complete the Pensacola CRA Plan Update process. We understand that this represents a critical investment of time and resources for the CRA and City. The UDA team will support the CRA in a four-step process that moves from analysis through adoption.

**Process:**

- Step 1: Analysis and Listening
- Step 2: Testing
- Step 3: Feasibility and Deciding
- Step 4: Adoption

**Timeframe (10-11 months):**

- Step 1 – approximately 3 months
- Step 2 – approximately 3 months
- Step 3 – approximately 2-3 months
- Step 4 – approximately 2 months

Each subconsultant firm has carefully scoped the process, based on the priorities and direction you and your team provided us. I would be happy to discuss the details of this proposal and make any necessary adjustments to meet the CRA's needs.

Sincerely,

Megan G. O'Hara, AICP  
Managing Principal

Enclosures

cc: Patrice Hanulak, RLA, ASLA

**URBAN DESIGN ASSOCIATES, LTD.**

URBAN DESIGNERS PLANNERS ARCHITECTS

URBANDESIGNASSOCIATES.COM

3 PPG PLACE / 3RD FLOOR / PITTSBURGH, PA 15222

T 412.263.5200 F 844.270.8374

**PRINCIPALS & ASSOCIATES**

Gail Armstrong, SDA

David Csont, ASAI

Alice Enz, AIA

Patrice Hanulak, RLA, ASLA

Barry Long, AIA, LEED AP

Megan O'Hara, AICP, LEED AP

Eric Osth, AIA, LEED AP

Jeffrey Schwaiger, ASAI



## **Exhibit A Professional Scope**

### **Assumptions**

UDA, as outlined above, will be acting as the CRA's planning consultant, performing the tasks outlined in this scope. Substantive changes to the scope of services or changes to the scope or tasks may require an additional service.

The CRA Staff will work alongside the UDA team. The follow tasks are excluded from the UDA scope, and if desired, the CRA staff will be responsible for managing and completing them:

- Sending invitations and managing RSVPs for stakeholder meetings
- Recruitment and management of outreach ambassadors
- Pop-up events in each CRA area
- In-personal attendance at Planning Board and Council presentation (UDA will attend virtually, as laid out in Step 4)
- Generation of social media content (from materials that UDA will produce and provide during the process such as drawings, illustrations, photographs of engagement meetings, and the branding package)

Furthermore, the following services are excluded from the UDA team's scope:

- Architecture, landscape architecture, and civil engineering services
- Geotechnical analysis
- Sustainability analysis
- Environmental analysis

### **Step 1: Analysis and Listening**

#### **Administrative**

##### **Kick-off Meeting (virtual)**

UDA will facilitate a project kick-off meeting. Key members of the CRA client team and representatives from each of the project team firms will be present to review and discuss roles and responsibilities, communication protocols, and Step 1 schedule and key dates.

##### **Bi-weekly Meetings (virtual)**

UDA will facilitate bi-weekly meetings with the CRA staff. UDA will prepare agendas and priority items to address at each meeting including logistics for upcoming trips, review of deliverables, and strategic input to keep the process advancing. UDA subconsultant firms will attend as needed, in particular leading up to workshops or for meetings where we'll be reviewing or discussing deliverables that they are involved in. Step 1 is expected to span 3 months (up to 6 meetings).

##### **Project Schedule and Timeline**

UDA will work with the CRA client team to develop a detailed schedule, timeline for public events, and deadlines for tasks and deliverables. The project schedule will be developed in a Gantt chart format. Key meeting dates for CRA Board, Planning Board, and City Council meetings and submission deadlines will be mapped out to coordinate with deadlines.

##### **Custom Project Branding**

UDA will develop conceptual options for the projects branding (including project names, color and font palettes, and logo options). UDA will meet with the CRA up to two times (virtually) for brainstorming, concept refinement, and final brand

direction. UDA will deliver a logo and brand suite to the CRA, for use on the signage campaign, project materials, flyers, and other communications.

### **Information Gathering & Analysis**

#### **Review & Analyze Previous & Existing Plans & Studies**

The UDA team will review prior work accomplished and underway toward implementation and redevelopment plans with the CRA, Downtown Improvement Board, and other groups involved in implementation. This will include the following:

- CRA Plans and reports
- City of Pensacola Comprehensive Plan
- City of Pensacola Land Development Code
- Recent Market Studies
- Recent Transportation Studies and Plans
- Socioeconomic Data and Demographics

UDA will create a Compilation Map, which layers ongoing projects and planned improvements onto a single map to illustrate the patterns of planned investment in each of the three CRA areas.

#### **Map existing Land Uses, Zoning, & Future Land Use designations**

UDA will map the existing land uses and future land use designations. UDA will create a series of UDA X-Rays®, which diagram specific land uses, connections, and amenities in the CRA areas. This will help to demonstrate assets and gaps, and opportunities for strategic interventions. This analysis is dependent on available data and GIS shapefiles that the CRA can make available to the UDA team.

#### **Document and Analyze Socio-Economic and Demographic Trends**

James Lima Planning and Development (JLP+D) will analyze the population household, racial, income, educational, and employment data to identify trends and project future possible outcomes. This demographic analysis will expose and highlight equities and vulnerabilities in the three areas. JLP+D will produce a summary document outlining the findings of this analysis.

#### **Real Estate Market, Trends, and Gap Analysis**

JLP+D will lead the real estate market analysis for residential and commercial markets in the CRA areas. This analysis will identify opportunities for economic growth and housing stability. The analyses will include rental and for-sale housing, residential and commercial uses, and trends in land value, assessed property values over the past 5 years, residential and commercial vacancy rates, lease rates per square foot of office, commercial, or industrial space, and comparison of these trends to the remainder of the county or municipality.

#### **Classify and Map Unique Areas in Each District**

The UDA team will map the context using the context classifications in the Master Transportation Plan that is under Development. Additionally, UDA will analyze and map the neighborhoods and unique districts within each community redevelopment area. Defining characteristics will include historic and cultural assets, architectural significance, and neighborhood history.

### **Study the Extent, Source, and Impact of Gentrification and Displacement**

JLP+D will analyze the economic and demographic factors that indicate gentrification and the presence or risk of displacement as well as trends identified in the real estate market analysis and the socio-economic and demographic trends tasks that impact gentrification and displacement. These analyses will be critical in developing equitable strategies that prioritize neighborhood stabilization and empowerment.

### **Analyze and Map Transportation Systems and Parking**

HDR will perform an analysis of the connectivity, transit elements, active transportation connectivity, street patterns, sidewalks, bicycle facilities, parking courts, and other transportation system information. This task will include data collection and analysis, creation of maps, review of existing and ongoing projects in the area, and a technical memo summarizing the findings.

### **Analyze and Map Parks and Public Open Space Locations**

UDA will analyze the locations, spacing, and types of parks, green spaces, and public gathering spaces. This analysis will indicate if any of the redevelopment areas or unique neighborhoods are deficient in open space compared to other parts of the city.

## **Stakeholder Engagement**

### **Stakeholder Engagement Approach**

MonWin Consulting will develop an engagement plan, based on conversations with the CRA client team input about the challenges and priorities for engaging the stakeholders and citizens in the three CRA areas. The engagement plan will include milestones and a schedule for public events. UDA will coordinate this schedule with the master project timeline and ensure the sequencing and timing of meetings align.

The UDA team will provide written and in-person Spanish translation. Chi Nguyen-Zeh will provide written Vietnamese translation for flyers and communications. UDA will continue to search for an in-person Vietnamese translator for meetings.

### **Preparation for Community Workshop #1**

UDA team will work with the client team to organize and publicize a 3-day Listening Workshop. In advance of the workshop, the team will create presentation and engagement materials in multiple languages and design interactive opportunities for participation.

### **Engagement Webpage and Interactive Map/Survey #1**

UDA will prepare a project webpage or simple website with a project introduction and upcoming meetings and opportunities for participation. UDA will prepare a public survey that helps to gather citizen and stakeholder input about the strengths, weaknesses, and opportunities in the areas. This survey may be presented as an interactive map that will allow citizens to locate the assets, issue areas, and places of opportunity onto geographic locations. This survey will be launched the week of the Listening Workshop and can be distributed through the website, social media, and in Listening meetings. The engagement materials will be translated into Spanish and Vietnamese.

### **Signage Campaign**

UDA will design custom signage files for the project. Signage will use the project branding and there will be a singular signage design that will be used in all three CRA areas. Signage designs will include:

- One (1) lamp post banner design (intended to stay up for 10-12 months)

- One (1) sandwich sign design (and recommendations to the CRA on ordering materials to assemble the signs)
- Posters and flyers for each community workshop
- Three (3) tent card designs (for each community workshop) to place at restaurants, nail salons, etc.

UDA will coordinate with a local printer (to be determined by the CRA) to deliver the files, but the cost of the signage and the sign installation will be the responsibility of the CRA.

### **Trip #1 Listening Workshop**

The Listening Workshop will create an engaging environment for stakeholders and citizens to participate in the CRA planning process. The Listening Workshop will include preliminary community listening sessions in each of the three areas. Stakeholder interviews and focus groups will add understanding to the priorities of the communities for the updated plans. UDA will structure discussions around three questions that help identify priorities and needs:

1. What are the best aspects of your community? What assets can be built on?
2. What are the problems that must be addressed?
3. What is your vision for the future of this area?

These questions stimulate productive conversations that allow for both summarized and disaggregated qualitative data related to community priorities and visions.

The UDA team will provide in-person Spanish translation as needed. UDA will hire a Vietnamese translator for in-person meetings, if an available translator is identified through the process. Trip 1 would also include a field review of the CRA areas (documenting and photographing existing conditions).

### **Present Step 1 outcomes to CRA board (virtual)**

Following the Listening Workshop and the closing of the public survey, the UDA team will summarize themes and trends emerging from the stakeholder and public input. These findings will be cross-referenced with the outcomes of the technical analyses to identify converging or conflicting findings. The results of Step 1 will be presented to the CRA in a virtual meeting. Together with the client team, the UDA team will develop a list of priorities to test in Step 2 based on the outcomes and themes of Step 1.

### **Step 1 Deliverables**

#### *Project Management*

- *Project Kick-Off Meeting (virtual)*
- *Bi-weekly Meetings (up to 6 virtual meetings)*
- *Detailed Project Schedule, Timeline, Tasks, and Deliverables*
- *Community Engagement Strategy*

#### *Information Gathering and Analysis*

- *Review of Existing Plans and Studies*
- *Analysis of Existing Land Use, Zoning, and Future Land Use Designations*
- *Analysis of Socio-Economic and Demographic Trends*
- *Real Estate Market Trends and Gap Analysis*
- *Context Analysis and Mapping of Unique Districts*
- *Gentrification and Displacement Analysis*
- *Transportation and Parking Analysis*
- *Parks and Public Spaces Analysis*

#### *Public and Stakeholder Engagement*



- *Community Engagement Approach*
- *Engagement Project Webpage*
- *Signage Campaign – design files for 4 specific products*
- *Interactive Map /Public Survey #1*
- *Trip #1 Listening Workshop (public, community, and stakeholder listening meetings)*
- *Field review of the CRA areas*
- *Summarized Themes and Outcomes of Step 1*

## **Step 2: Testing**

### **Administrative – Bi-weekly Meetings (virtual)**

UDA will facilitate bi-weekly meetings with the CRA staff. UDA will prepare agendas and priority items to address at each meeting including logistics for upcoming trips, review of deliverables, and strategic input to keep the process advancing. UDA subconsultant firms will attend as needed, in particular leading up to workshops or for meetings where we'll be reviewing or discussing deliverables that they are involved in. Step 2 is expected to span 3 months (up to 6 meetings).

### **Stakeholder Engagement**

#### **Preparation for Community Workshop #2**

Leading up to the Testing Workshop, the UDA team will support a robust outreach effort. The UDA team will provide update the website and create flyers advertising Community Workshop #2 in English and Vietnamese. During this preparation time, UDA, HDR, and James Lima Planning + Development will develop preliminary planning strategies that will be further developed during the workshop.

#### **Trip 2 Testing Workshop**

The Testing Workshop will be an intensive and productive week, bringing together stakeholders, residents, business owners, property owners, elected and appointed officials, city staff, and community organizations to test and build consensus around master plan concepts and strategies. The workshop will include interactive charrette activities. These could include open houses, hands-on drawing exercises, and other engagement tools.

During or around the time of the Testing Workshop, the UDA team will meet once with each of the three Redevelopment Advisory Boards.

There will be an interim neighborhood meeting for each area, providing dedicated time for each area to focus on the opportunities and concepts that directly relate to their neighborhoods. Throughout the Testing Workshop week, members of the UDA team will be actively testing design and plan concepts for the three CRA areas. These strategies would be illustrated in real-time with UDA's award-winning illustrator — translating concepts into images to which people can easily respond.

The week would offer multiple opportunities for engagement and input. The Testing Workshop typically creates momentum and support amongst the public and implementers.

### **Interactive Map/Survey #2**

A second survey will be prepared to correlate with the content and options that will be explored in the Testing Workshop and offered in multiple formats and languages to reach the widest audience possible. A corresponding interactive map can be offered through the website as an alternative, more visual option for community input.

### **Catalytic Development Opportunities**

UDA will test up to three (3) opportunity sites with 3D digital models to demonstrate the development potential (what uses and development quantities could be developed).

### **Refine Plan Recommendations**

Based on the input and feedback from residents, stakeholders, the Redevelopment Advisory Boards, City departments, and the CRA team, the UDA team will make updates and refinements to the concepts and recommendations explored during the workshop. JLP+D will Review UDA's proposed development projects, providing qualitative feedback and incorporating additional insights from developer, broker, and stakeholder interviews. JLP+D will provide case studies to illustrate innovative uses, programs, and partnership models for the development projects.

### **Presentation to CRA Board (virtual)**

UDA will make a presentation to the CRA to review the information gathered, the outcomes of Step 2, and the plan recommendations.

### **Step 2 Deliverables**

#### *Project Management*

- *Bi-weekly Meetings (up to 6 meetings)*

#### *Public and Stakeholder Engagement*

- *Outreach and communications*
- *Public survey/interactive map #2*
- *Facilitation of a Testing Workshop, to include:*
  - *Charrette activities*
  - *Meetings with the Redevelopment Advisory Boards*
  - *Three Neighborhood Interim Meetings*
- *Eye-level and aerial perspective illustrations to how the intended visions for each area*

*3-D digital models and plans to demonstrate potential development opportunities and visions*

*Refinement of Plan concepts and strategies*

*Presentation of Step 2 Outcomes to CRA Board (virtual)*

### **Step 3: Feasibility and Deciding**

#### **Administrative – Bi-weekly Meetings (virtual)**

UDA will facilitate bi-weekly meetings with the CRA staff. UDA will prepare agendas and priority items to address at each meeting including logistics for upcoming trips, review of deliverables, and strategic input to keep the process advancing. UDA subconsultant firms will attend as needed, in particular leading up to workshops or for meetings where we'll be reviewing or discussing deliverables that they are involved in.

## **Draft Plan Development**

### **Draft Plan Outline**

The UDA team will develop a draft plan outline. The outline will be vetted with the client team for input and refinement. The client and team will sign off on the outline before production begins on the draft plans.

### **Implementation Strategies**

UDA, HDR, and James Lima Planning + Development will develop detailed implementation strategies, including:

- Policy changes required based on urban planning principles
- Master Plan visions and outcomes, supported by clear, feasible, and prioritized strategies to implement the visions
- Budgetary projections based on TIF growth by year and reflecting anticipated funding available for new projects, current projects underway, debt repayment commitments, CRA policies, and other economic factors
- Analysis of the current property value existing conditions summary
- Funding and financing options that are innovative and reasonable, laying out best practices, incentive packages, and ways to maximize public-private partnerships

The UDA team will meet with the CRA Office and key stakeholders during the development of these implementation strategies to ensure that they align with the available resources, capacity, and intent of the CRA and its partners. The implementation strategies will be explored in five-year increments and will employ a neighborhood and/or subarea-specific approach to focus on effects and amplify impacts.

### **Draft #1**

UDA will produce drafts of the CRA plan update documents. The plans will summarize the process and analyses as well as detail the strategies and recommendations for implementation. The drafts will be provided to the CRA office for review when complete.

### **CRA and City Department Review and Comment**

The CRA Office will distribute the draft plans to the applicable City departments for review, including a cursory review for consistency with the Comprehensive Plan. The CRA Office will provide consolidated comments to the UDA team. Follow-up conference calls will be facilitated to discuss the feedback.

### **Preparation for Feasibility Workshop (Community Workshop #3)**

In advance of the Feasibility Workshop, the UDA team will coordinate with the CRA on logistics, create boards and flyers, refine recommendations, prepare presentation slides, and confirm engagement activities.

### **Trip 3 Feasibility Workshop**

UDA will plan and facilitate a final round of public and stakeholder engagement through a Feasibility Workshop. This workshop will focus on the detailed recommendations and implementation strategies in the Draft Plans. Presentations and meeting materials will focus on funding and financing, phasing, policy recommendations, and measuring progress. Public and stakeholder meetings will provide the opportunity for participants to learn about the details of the plans and to provide final input. During the feasibility workshop, The UDA team will make a presentation to the CRA on the final plan direction. This meeting will allow the CRA board and UDA team to discuss the edits and to make any necessary outstanding decisions about the direction of the plans.

## **Final Plan Development & Presentations**

### **Incorporate CRA, City, and Stakeholder Input**

Following the Feasibility Workshop and the meeting with the CRA Board to make final decisions on the plan direction, the CRA will provide UDA with a consolidated set of final edits. The UDA team will incorporate the edits and input from the CRA Board, City departments, stakeholders, and members of the public.

### **Final Plan and Recommendations**

UDA will issue final versions of the Eastside, Westside, and Urban Core CRA Plans with final, vetted recommendations and implementation strategies.

### **Step 3 Deliverables**

#### *Project Management*

- *Bi-weekly Meetings (up to 6 virtual meetings)*

#### *Public and Stakeholder Engagement*

- *Workshops #3: Feasibility Workshop*

#### *Plan Development*

- *Draft Plan Outline*
- *CRA Plan Updates - Draft #1*
- *Implementation strategies, policies, funding, and financing recommendations*
  - *TIF Projection table and methodology*
  - *Funding and policy recommendations report*
  - *Best practices report*
  - *Current property values (data analysis table)*
  - *Performance measures*
  - *Prioritization methodology*
- *Incorporation of input from CRA Board and City departments*
- *CRA Plan Updates - Draft #2*
- *Final document, incorporating CRA Board, City departments, and stakeholder input*

## **Step 4: Adoption**

### **Planning Board Approval Process**

The UDA team will submit the final plan to the Planning Board, to confirm consistency with the Comprehensive Plan. Prior to this submission, the team will have met with planning staff and resolved any inconsistencies, ensuring a smooth process. UDA will attend one Planning Board meeting virtually, presenting the plan and/or answering any questions to clarify the recommendations.

### **City Council Adoption Process**

UDA will submit the final plan to the City. UDA will attend two City Council hearings virtually during the adoption process. In the hearings, we will answer questions, provide clarifications, and demonstrate the linkage between the community and stakeholder input and the final plan recommendations.



#### **Step 4 Deliverables**

##### *Project Management*

- *Bi-weekly Meetings (up to 4 virtual meetings)*

##### *Adoption*

- *Submittal of plans according to Planning Board and City Council requirements*
- *Virtual attendance at one (1) Planning Board, and two (2) City Council hearings to present the plan updates and answer questions*

**Exhibit B  
Professional Fees & Expenses**

**Professional Fees**

|                                 | UDA              | JLP+D            | HDR             | Mon-Win         | Translation    | Subtotal         |
|---------------------------------|------------------|------------------|-----------------|-----------------|----------------|------------------|
| Step 1:<br>Analysis/Listening   | \$86,600         | \$37,370         | \$37,790        | \$29,800        | \$700          | \$192,260        |
| Step 2: Testing                 | \$79,820         | \$22,670         | \$20,520        | \$14,200        | \$650          | \$137,860        |
| Step 3:<br>Feasibility/Deciding | \$52,420         | \$64,820         | \$24,990        | \$2,600         | \$650          | \$145,480        |
| Step 4: Adoption                | \$6,680          | \$2,800          | \$5,350         | \$0             | \$0            | \$14,830         |
| <b>Total</b>                    | <b>\$225,520</b> | <b>\$127,660</b> | <b>\$88,650</b> | <b>\$46,600</b> | <b>\$2,000</b> | <b>\$490,430</b> |

**Reimbursable Expenses**

|                                 | UDA             | JLP+D           | HDR            | Mon-Win        | Translation | Subtotal        |
|---------------------------------|-----------------|-----------------|----------------|----------------|-------------|-----------------|
| Reimbursable Travel<br>Expenses | \$19,775        | \$10,950        | \$3,000        | \$3,900        | \$0         | \$37,625        |
| Large Format<br>Printing*       | \$3,000         | \$0             | \$350          | \$0            | \$0         | \$3,350         |
| <b>Total</b>                    | <b>\$22,775</b> | <b>\$10,950</b> | <b>\$3,350</b> | <b>\$3,900</b> | <b>\$0</b>  | <b>\$40,975</b> |

Reimbursable expenses are in addition to compensation for Services, and include, but are not limited to travel expenses; communications, reproduction of drawings and other documents; scale models; shipping charges; and fees and expenses of sub-consultants. Reimbursable expenses shall be billed at a multiple of 1.0 times the cost incurred by UDA, Ltd..

\*Large format printing includes posters and exhibits for Community Workshops 1-3. Printing and materials for special signage (lamppost signs, sandwich signs, etc.) are not included in this contract and would be a direct cost, paid for by the CRA.



26 January 2024

Victoria D'Angelo  
Pensacola Community Redevelopment Agency  
City Hall  
222 W Main Street  
Pensacola, FL 32502

**Re: UDA Equitable Development Plan Scope & Fee Proposal**

Dear Victoria,

Thank you again for engaging the UDA team to develop an Equitable Development Plan for Hollice T. Williams Park. We understand that this represents a transformational investment in Pensacola, and we commend the Mayor, Council, and the CRA for prioritizing equitable development with the investment in the park. UDA and its consultants have laid out a 4-step process. We can further support the CRA with additional implementation strategies, detailed recommendations, and coordination following the completion of Step 4, depending on your needs at that time.

**Process:**

- Step 1: Analysis
- Step 2: Engagement
- Step 3: Principles
- Step 4: Coordination

**Timeframe:**

Based on the timeline that you provided for the Park Design and Engagement, we anticipate that Steps 1-4 of the process would correspond through the development of the 60% plans and the second meeting with the community engagement team and all interested stakeholders. This translates to approximately 9 months (February through October if the schedule holds). The Equitable Development Plan Steps 1-4 would run concurrently with the CRA Plan Updates.

I would be happy to discuss the details of this proposal and make any necessary adjustments to meet the CRA's needs.

Sincerely,

Megan G. O'Hara, AICP  
Managing Principal

Enclosures

cc: Patrice Hanulak

**URBAN DESIGN ASSOCIATES, LTD.**

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Jeffrey Schwaiger, ASAI

## **Exhibit A Professional Scope**

### **Step 1: Analysis**

#### **Assumptions**

The study area will extend to include the park and a ½-mile radius around the park boundary (approximately 2.5 square miles of area). A portion of the study area (686-766 acres) is outside of the CRA Plan update study area and requires additional documentation and analysis.

#### **Site Documentation**

UDA will document the Equitable Development Plan study area during a pre-scheduled trip for the CRA update. We will not make separate trips for the Equitable Development Plan, but an additional day will be added for all non-Pensacola based consultants for site documentation and any key meetings with elected officials and stakeholders. Within the study area, the UDA team will:

- Photograph neighborhood conditions
- Note vacancy and general property conditions
- Document opportunity sites and/or parcels being considered for public acquisition

#### **Best Practice and Case Study Library**

The UDA team will compile equitable development best practices and case studies to inform the Hollice T. Williams Park Equitable Development Plan. We will identify lessons learned if that information is publicly available. The UDA team will meet with the CRA team to share the analysis of these comparable efforts.

#### **Mapping & Analysis**

The UDA team will map land uses, consolidated property ownership, opportunity sites, and economic, social, and cultural assets in the study area. JLP+D will perform data and policy analysis, including but not limited to:

- Demographics (race, age, income, vacancy, property values, etc.)
- Affordability trends in the housing and small commercial/retail markets in this part of Pensacola
- Gentrification & displacement analysis (expanded to include the areas outside of the CRA Plan Update boundary)

Data analysis from the CRA Plan update process will be used wherever possible. JLP+D will lead a working meeting with the CRA staff (virtually) to determine the priority areas of research. Data analysis for this effort will be focused on park equity.

#### **Summarize Relevant Planning Studies**

The UDA team will summarize any relevant components from previous planning studies and efforts that should inform the Equitable Development Plan. HDR will summarize the relevant elements from the Active Transportation Plan & indicate how these recommendations would best be realized in the ½-mile area surrounding Hollice T. Williams Park.

#### **Step 1 Deliverables**

- *Photographs and documentation of the ½-mile study area around Hollice T. Williams Park*
- *Library of equitable development best practices*
- *Maps and analysis for land uses, property ownership, assets, demographics, etc.*
- *Gentrification, displacement, and affordability analysis*
- *Summary of relevant aspects of previous planning studies, in particular the Active Transportation Plan*



## **Step 2: Engagement**

### **Hollice T. William Park Stakeholder Outreach**

With the CRA's input, the UDA team will identify a list of key stakeholders for the Hollice T. Williams Park Equitable Development Plan. Stakeholders may include property owners, residents, advocacy groups, elected officials, neighborhood groups and/or leaders, etc. We will develop a strategy for reaching out to these stakeholders to engage them, listen to their input, and use their constituents to reach a wider audience. The CRA will reach out to invite the stakeholders, but the UDA team will support with drafts of the invitation, flyers, and other content.

### **Summary of Input from Previous Engagement**

HDR will provide a summary of the engagement process and collected input from the previous design exercise. They will provide both a written summary, as well as a virtual meeting to share key themes and insights gained with CRA staff and the UDA team. While the design will be reconsidered with the newly selected consultant, our team needs to understand and be sensitive to the previous engagement that was done and what people said before we re-engage them.

### **Stakeholder/Focus Group Meetings**

The UDA team will facilitate stakeholder and focus group meetings. These meetings could take place virtually (up to 6 one-hour meetings) or they could take place in person, consolidated into one day, which would be added onto a pre-scheduled trip for the CRA Plan Updates, if timing aligns. In these meetings, we will listen to the concerns and priorities of stakeholders, guiding the conversation and questions to focus on meaningful input that will help guide the Equitable Development Principles.

### **Input Survey & Summarized Themes**

The UDA team will develop survey questions for a short survey to engage the broader community in identifying priorities for the Equitable Development Plan. CRA will distribute the survey, including using the engaged stakeholder to help distribute the survey to their constituents. Once the survey is closed, UDA will summarize the input from stakeholder meetings and the survey, identifying themes.

### ***Step 2 Deliverables***

- *Stakeholder list, with contact information*
- *Summary of input from previous engagement*
- *Facilitation of six (6) stakeholder/focus group meetings (either virtually or in-person)*
- *Public survey, focused on equitable development priorities*
- *Summary of community input and emerging themes*

## **Step 3: Develop Equitable Development Principles**

### **Draft Principles**

Based on the inputs from the community engagement and the outcomes of the analysis, the UDA team will draft 5-10 high-level equitable development principles. JLP+D will provide considerations on policy alignment, as well as how the economics data findings help inform equitable development principles. The team will meet with the CRA staff to share the draft principles and incorporate input and revisions. Following this call, the team will fine-tune the principles and confirm consensus before moving forward.

### **Graphic Document**

Once the principles are confirmed, UDA will develop a short (approximately 10-page) graphic document that describes the Equitable Development Principles and ties them to outcomes from the community engagement process. This document can be used to share and explain the principles to elected officials, stakeholders, and the public. It will form the basis for grounding the selected park consultant's work in equity.

### **Virtual Presentation**

UDA will present the Equitable Development Principles in one virtual meeting (priority audience to be determined by the CRA staff).

### **Step 3 Deliverables**

- *5-10 draft Equitable Development Principles*
- *Facilitated discussion with the CRA to refine the Principles*
- *Approximately 10-page graphic document to describe the Principles*
- *Virtual presentation*

### **Step 4: Coordinate with the Park Consultant**

#### **Coordination**

The UDA team will coordinate with the selected consultant to provide input into the design and programming of the park over the 5 months when the park consultant is developing the 30% and 60% plans and engaging with the stakeholders and community

UDA will meet virtually with the park consultant up to five (5) times (once per month) to:

- Share insights from the Equitable Development Plan and CRA Plan Update processes
- Provide background and context for the equitable development Principles and how they should be applied
- Offer guidance on the park designer's engagement approach and strategies

#### **Design Review**

The UDA team will review early park plans and recommend edits based on the Equitable Development Principles. UDA will create up to two (2) redlines, notes, and corresponding follow-up meetings to explain the recommended changes. Plans should be shared with UDA via the CRA as early in the design process as possible so that we can course-correct them before certain elements are locked into the design.

### **Step 4 Deliverables**

- *Five (5) 1.5-hour meetings with the selected park consultant to share insights and guide their process and design*
- *Two (2) redlines to the 30% and 60% plans, with notes, and follow-up calls to explain the recommended changes*

### **Future Scope: Develop Recommendations**

After the completion of Steps 1-4, the UDA team will be available to contract for additional services to develop detailed recommendations. Tasks may include, but are not limited to:

- Testing development concepts and potential uses on opportunity sites (using 3D models and illustrations)
- Developing detailed recommendations for housing types, placemaking, open spaces, arts and culture, and other uses for the ½-mile study area
- Virtual workshops between the CRA staff and UDA team to review draft recommendations
- Advising on viable development uses (housing, retail, commercial, etc.)
- Making recommendations for building the capacity of local businesses and organizations
- Identifying funding mechanisms, phasing, and partnerships
- Developing 3D illustrations showing development potential
- Recommending phasing and implementation strategies
- Producing a document that details the recommendations and implementation strategies
- Presenting the Equitable Development Plan to stakeholders, the public, elected officials, boards, and/or council

*Deliverables will be refined in a future negotiation about this scope. Fees for future scope are estimated and subject to change.*

**Exhibit B  
Professional Fees & Expenses**

**Professional Fees – Equitable Development Plan**

|                      | UDA             | JLP+D           | HDR             | Mon-Win         | Subtotal         |
|----------------------|-----------------|-----------------|-----------------|-----------------|------------------|
| Step 1: Analysis     | \$11,500        | \$28,295        | 2860            | \$2,700         | \$45,355         |
| Step 2: Engagement   | \$10,750        | \$5,750         | 3970            | \$9,450         | \$29,920         |
| Step 3: Principles   | \$14,525        | \$3,990         | 1735            | \$900           | \$21,150         |
| Step 4: Coordination | \$19,200        | \$5,650         | 1735            | \$0             | \$26,585         |
| <b>Subtotal</b>      | <b>\$55,975</b> | <b>\$43,685</b> | <b>\$10,300</b> | <b>\$13,050</b> | <b>\$123,010</b> |

**Reimbursable Expenses\***

|                       | UDA     | JLP+D   | HDR | Mon-Win | Subtotal       |
|-----------------------|---------|---------|-----|---------|----------------|
| Reimbursable Expenses | \$2,780 | \$1,390 | \$0 | \$780   | <b>\$4,950</b> |

*\*Additional reimbursable expenses are based on the assumption of up to 2 additional days in Pensacola, added onto pre-scheduled trips for the CRA Plan Update process, for site documentation and stakeholder/focus group meetings.*

**Estimated fees for future scope to put together detailed recommendations\*\***

|                                       | UDA      | JLP+D    | HDR                                                    | Mon-Win | Subtotal                                                                        |
|---------------------------------------|----------|----------|--------------------------------------------------------|---------|---------------------------------------------------------------------------------|
| Step 5: Recommendations (approximate) | \$50,000 | \$49,000 | Fee to be determined at the time of additional service | \$4,500 | <b>\$103,500 + HDR fee</b> (to be determined at the time of additional service) |

*\*\*Estimates are for fundraising purposes only and are subject to change. HDR's fees will be determined at the time of the additional service.*



## Memorandum

**File #:** 24-94

Community Redevelopment Agency

2/5/2024

### **ACTION ITEM**

**SPONSOR:** Jennifer Brahier - Chairperson

**SUBJECT:**

APPROVAL TO PLEDGE CRA FUNDING TO SUPPORT THE ACQUISITION OF THE BAPTIST HOSPITAL/MEDICAL TOWERS SITE

### **RECOMMENDATION:**

That the Community Redevelopment Agency approve the pledge of 2017 Westside CRA bond proceeds to the Baptist Hospital Site Acquisition/Demolition project in the amount of \$1,000,000.

### **SUMMARY:**

The City of Pensacola has signed a Letter of Intent to acquire the Baptist legacy campus which is defined as approximately 37.04 acres of property located between North J Street, West Lakeview Avenue, North E Street and W Blount Street on the condition that the City can acquire funding sufficient to demolish and/or remediate the Legacy Campus. Baptist has provided an estimate suggesting the current cost to demolish and/or remediate the site is \$16,500,000.

This action requests the CRA pledge a total of \$1,000,000 from 2017 Westside bond funding for this effort. No planned projects will be impacted from this action.

### **PRIOR ACTION:**

May 26, 2022 - Resolution 2022-057 - Resolution supporting the Baptist Hospital E and Moreno Street redevelopment and funding of street re-openings and a public park with the campus redevelopment area.

August 18, 2022 - The City Council approved the purchase of real property located at 1300 W Moreno Street and adjacent parcels totaling minimum of 2.6 acres from Baptist Hospital/Baptist Health Care for \$725,000 plus \$40,000 in closing costs contingent upon affordable housing being a component of the redevelopment of the current Baptist Hospital campus.

December 12, 2022 - The Community Redevelopment Agency (CRA) authorized funding in the amount of \$460,000 to support the Local Government Area of Opportunity application for Kupfrian Manor for Florida Housing Finance Corporation's RFA 2022-201

Housing Credit Financing for Affordable Housing Developments located in Medium and Small Counties.

**FUNDING:**

|            |                             |                                                            |
|------------|-----------------------------|------------------------------------------------------------|
| Budget: \$ | 634,764                     | 2017 Westside bonds - Lee St / W Moreno Stormwater Park    |
|            | \$ 168,501                  | 2017 Westside bonds - Moreno Stwtr- 901 W Blount           |
|            | <u>\$ 196,735</u>           | 2017 Westside bonds - Acq Lee St/ W Moreno Stormwater Park |
|            | \$1,000,000                 |                                                            |
| Actual:    | <u>\$1,000,000</u>          |                                                            |
|            | <u>                    </u> |                                                            |

**FINANCIAL IMPACT:**

A total of \$1,000,000 will be reallocated within the Westside CRA bond proceeds from the West Moreno Stormwater Park line items.

**LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes**

1/25/2024

**STAFF CONTACT:**

Kerrith Fiddler, City Administrator  
David Forte, Deputy City Administrator  
Sherry Morris, Development Services Director  
Amy Lovoy, Finance Director  
Meredith Reeves, Housing Administrator  
Victoria D'Angelo, CRA Manager  
Deana Stallworth, Property Lease Manager

**ATTACHMENTS:**

None

**PRESENTATION: No**

## Memorandum

File #: 24-95

Community Redevelopment Agency

2/5/2024

**ACTION ITEM****SPONSOR:** Jennifer Brahier - Chairperson**SUBJECT:**

APPROVAL TO DONATE A PORTION OF CRA PROPERTY LOCATED AT 101 W MAIN STREET TO PUBLIC RIGHT OF WAY

**RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) convey a portion of its property at 101 W Main Street, parcel ID number 00-0S-00-9100-080-026, which encroaches into the adjacent Main Street streetscape, to public right-of-way as described in the attached Special Warranty Deed.

**SUMMARY:**

In 1996, the City of Pensacola Community Redevelopment Agency (CRA) commissioned the construction of a one-story office building at 101 W Main Street via a development agreement with the Pensacola Sports Associate (PSA). The building was leased to the PSA until September 2023, when the lease was terminated by the CRA to allow for future development of the site. In preparation for redevelopment, the CRA performed a survey of the property and discovered that a portion of the parcel encroached onto the adjacent Main Street streetscape. In an effort to align this tract of land with its functional use, it is recommended that the CRA donate it to public right-of-way prior to soliciting for redevelopment of the site.

The CRA, at its January 16, 2024 CRA Board Meeting, authorized staff to proceed with issuing a Request for Letters of Interest (RLOI) for redevelopment of the site. Staff has a scheduled date of Friday, February 16, 2024 to solicit the RLOI, and this donation will ensure that the property lines are clearly delineated prior to solicitation.

**PRIOR ACTION:**

September 11, 2023 - CRA approved termination of the lease agreement with Pensacola Sports Association.

September 14, 2023 - City Council ratified the CRA's approval to terminate the lease agreement with Pensacola Sports Association.

January 16, 2024 - CRA authorized staff to proceed with issuing a RLOI for redevelopment of 101 W Main Street.

**FUNDING:**

Budget: N/A

Actual: N/A**FINANCIAL IMPACT:**

N/A

**LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes**

1/25/2024

**STAFF CONTACT:**

David Forte, Deputy City Administrator  
Sherry Morris, Development Services Director  
Victoria D'Angelo, CRA Division Manager  
Hilary Halford, CRA Division Assistant Manager

**ATTACHMENTS:**

1. Special Warranty Deed - ROW Donation \_ 101 W Main St
2. Potential ROW Donation

**PRESENTATION: No**



**This instrument prepared by:**  
Heather F. Lindsay  
City Attorney's Office  
City of Pensacola  
222 West Main Street  
Pensacola, Florida 32502

**SPECIAL WARRANTY DEED**

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

**THIS SPECIAL WARRANTY DEED**, made this \_\_\_\_ day of \_\_\_\_\_, 2024, between the **COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PENSACOLA**, a public body, corporate and politic, of the State of Florida, whose address is 222 W. Main Street, Pensacola, Florida, 32502, (the "Grantor"), to the **CITY OF PENSACOLA**, a municipal corporation of the State of Florida, whose address is 222 W. Main Street, Pensacola, Florida 32502, ("Grantee").

**WITNESSETH**, that GRANTOR does hereby grant, remise, release, alien, convey and confirm unto the GRANTEE all that certain land situated in Escambia County, Florida more particularly described below, to wit:

THE NORTH 33.2 FEET OF LOTS 9, 10 AND 11, BLOCK 26,  
WATERFRONT TRACT, CITY OF PENSACOLA, ESCAMBIA COUNTY,  
FLORIDA, ACCORDING TO THE MAP OF THE CITY OF PENSACOLA  
BY THOMAS C. WATSON IN 1906.

The above-described property being right-of-way adjacent to W Main Street and a portion of the property conveyed by virtue of that certain warranty deed executed by Anthony J. Ciano on April 19, 1990, and recorded in Official Records, Book 2845, Page 453, and having the parcel identification number 00-0S-00-9100-080-026.

**TO HAVE AND TO HOLD** the said premises and the appurtenances thereof belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said grantor, either in law or equity, to the said grantee forever.

**IN WITNESS WHEREOF**, the Community Redevelopment Agency of the City of Pensacola has caused these presents to be signed in the name of the grantor by its chairperson.

***[Signature Page To Follow On The Next Page].***

Signed, sealed and delivered  
in the presence of:

**Community Redevelopment Agency of the  
City of Pensacola, a public body, corporate  
and politic, of the State of Florida**

\_\_\_\_\_

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

\_\_\_\_\_  
Print/Type Name of Witness  
Physical Address of Witness:

Name: Jennifer Brahier  
Its: Chairperson

\_\_\_\_\_

\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Print/Type Name of Witness  
Physical Address of Witness:

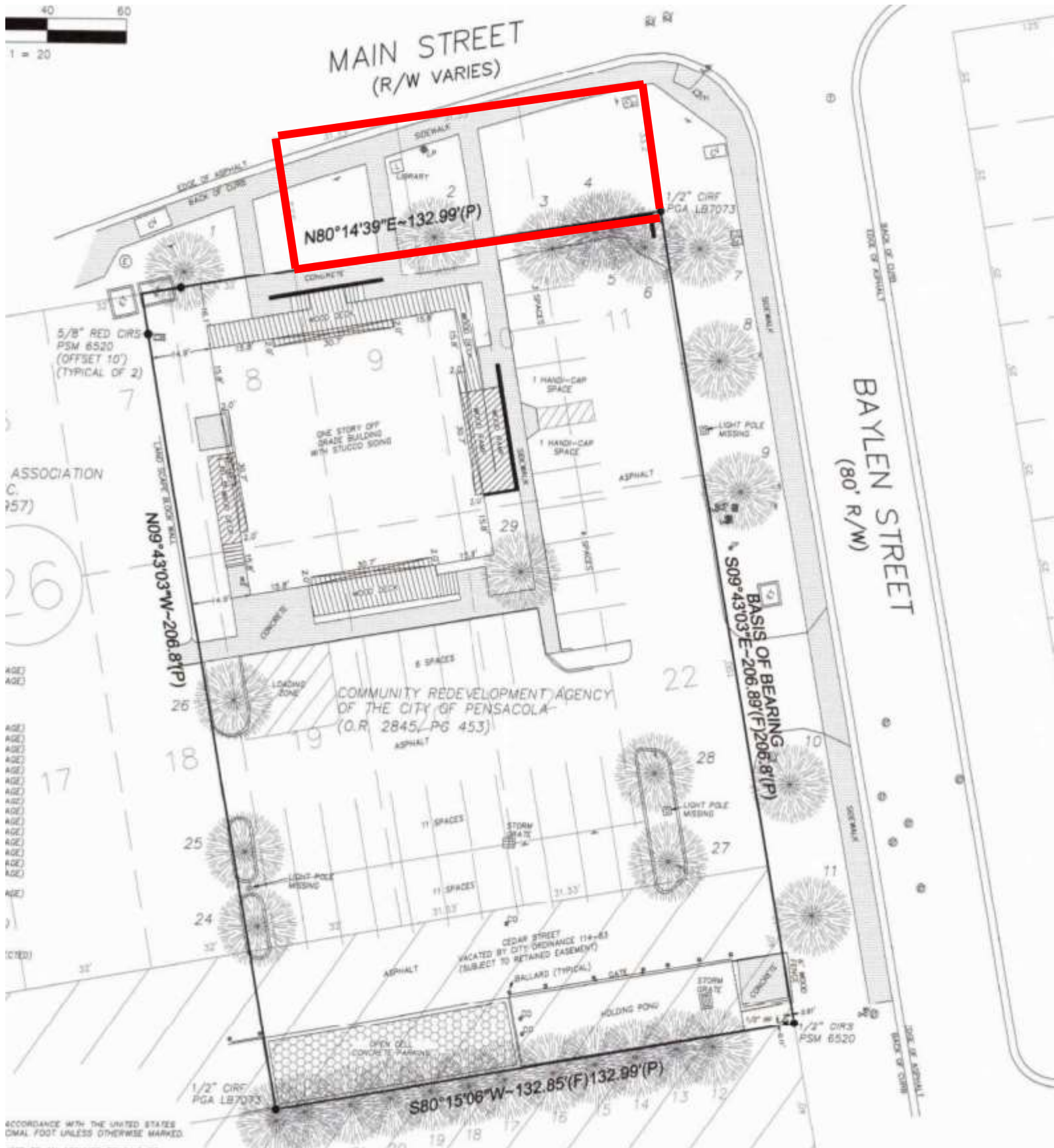
\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of January, 2024, by Jennifer Brahier, as Chairperson of the Community Redevelopment Agency of the City of Pensacola, a public body, corporate and politic, of the State of Florida, who is personally known to me or has produced a driver's license as identification.

(NOTARIAL SEAL)

\_\_\_\_\_  
NOTARY PUBLIC  
Commission number: \_\_\_\_\_  
My Commission expires: \_\_\_\_\_



## Memorandum

**File #:** 24-120

Community Redevelopment Agency

2/5/2024

### **RESOLUTION**

**SPONSOR:** Jennifer Brahier - Chairperson

**SUBJECT:**

RESOLUTION NO. 2024-15 CRA - ACQUISITION OF REAL PROPERTY - 710-712 NORTH C STREET (JOHN A. GIBSON SCHOOL)

**RECOMMENDATION:**

That the Community Redevelopment Agency (CRA) adopt Resolution No. 2024-15 CRA:

A RESOLUTION OF THE CITY OF PENSACOLA, FLORIDA COMMUNITY REDEVELOPMENT AGENCY RELATING TO COMMUNITY REDEVELOPMENT WITHIN THE WESTSIDE COMMUNITY REDEVELOPMENT AREA; PROVIDING FINDINGS; APPROVING AND AUTHORIZING THE EXPENDITURE OF CITY AND CRA FUNDS TO ACQUIRE CERTAIN REAL PROPERTY THEREIN LOCATED AT 710-712 NORTH C STREET IN FURTHERANCE OF THE PURPOSES ESTABLISHED IN CHAPTER 163, PART III, FLORIDA STATUTES AND THE WESTSIDE REDEVELOPMENT PLAN; AND PROVIDING AN EFFECTIVE DATE.

**SUMMARY:**

The real property located at 710 North C Street (also listed as 712 North C Street) is the site of the John A. Gibson School, which opened in 1921 as a school for African-Americans during segregation, expanded in 1948, and most recently operated under lease agreement as a Head Start center, after some period of inoperation. The school was permanently closed in December 2023 by the owner, the Escambia County School Board, after the site suffered considerable damage from Hurricane Sally. The parcel is approximately 2.079 acres, encompassing an entire city block (West Cervantes/North B St./West Gadsden St./North C St). and is zoned R-NC. In January 2024, staff formally contacting the School Board, expressing the City's interest in acquiring the parcel.

American Rescue Plan Act (ARPA) funding and funds under CRA's purview are available to purchase this property, which is located in the Westside Redevelopment Area. The Westside CRA Redevelopment Plan specifically references the Gibson site as an opportunity in Action Strategies: "...School District slates other school properties for closure, the City should work with the (School) Board to identify positive reuses for...Gibson Head Start..." and others. The Plan also "encourage(s) adaptive reuse of vacant and underutilized parcels..." in the Neighborhood Activity Corridor: Cervantes Street section.



In preliminary conversations late last year, staff was informed that the School Board had commissioned an appraisal of the site in August 2023, with a valuation of \$570,000. The City has subsequently offered the appraised value, and acquisition must be approved by the School Board. As part of our due diligence, the City will also have a structural assessment and Phase I environmental site assessment (ESA) completed on the school building, pending School Board approval of the acquisition.

**PRIOR ACTION:**

N/A

**FUNDING:**

|                   |                                                                          |
|-------------------|--------------------------------------------------------------------------|
| Budget: \$500,000 | American Rescue Plan Act (ARPA) proceeds                                 |
| \$185,000         | Westside TIF                                                             |
| \$685,000         | TOTAL                                                                    |
| Actual: \$570,000 | Property Price (est.)                                                    |
| \$115,000         | Due Diligence (i.e. structural assessment), Closing,<br>Brokerage (est.) |
| <u>\$685,000</u>  | TOTAL                                                                    |

**FINANCIAL IMPACT:**

Funds for the acquisition are available from the American Rescue Plan Act (ARPA) proceeds and in the Westside TIF Fund.

**LEGAL REVIEW ONLY BY CITY ATTORNEY: Yes**

1/25/2024

**STAFF CONTACT:**

Kerrith Fiddler, City Administrator  
David Forte, Deputy City Administrator  
Sherry Morris, Development Services Director  
Amy Lovoy, Finance Director  
Victoria D'Angelo, CRA Division Manager

**ATTACHMENTS:**

1. 2024-15 CRA Resolution - Gibson School Acquisition
2. Property Appraiser Record - 712 N. C St

**PRESENTATION:** No

**RESOLUTION  
NO. 2024-15 CRA**

**A RESOLUTION OF THE CITY OF PENSACOLA, FLORIDA COMMUNITY REDEVELOPMENT AGENCY RELATING TO COMMUNITY REDEVELOPMENT WITHIN THE WESTSIDE COMMUNITY REDEVELOPMENT AREA; PROVIDING FINDINGS; APPROVING AND AUTHORIZING THE EXPENDITURE OF CITY AND CRA FUNDS TO ACQUIRE CERTAIN REAL PROPERTY THEREIN LOCATED AT 710-712 NORTH C STREET IN FURTHERANCE OF THE PURPOSES ESTABLISHED IN CHAPTER 163, PART III, FLORIDA STATUTES AND THE WESTSIDE REDEVELOPMENT PLAN; AND PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PENSACOLA, FLORIDA AS FOLLOWS:**

**SECTION 1. AUTHORITY.** This Resolution is adopted pursuant to the Constitution of the State of Florida, the Community Redevelopment Act of 1969 codified in Part III, Chapter 163, Florida Statutes (the "Act"), Chapter 166, Florida Statutes, and other applicable provisions of law.

**SECTION 2. FINDINGS.** It is hereby ascertained, determined and declared that:

(A) On September 25, 1980, the City Council (the "City Council") of the City of Pensacola, Florida (the "City") adopted Resolution No. 55-80 which created the Community Redevelopment Agency (the "Agency") of the City of Pensacola, Florida and declared the City Council to be the Agency as provided in Section 163.357, Florida Statutes.

(B) Pursuant to Resolution No. 04-07 enacted on January 25, 2007, the City Council designated the boundaries and found and determined that an area designated therein as the "Westside Community Redevelopment Area" (the "Redevelopment Area") is a blighted area as therein described.

(C) On May 24, 2007, the City Council adopted Resolution No. 13-07, which adopted the Westside Community Redevelopment Plan, (the "Redevelopment Plan").

(D) On January 17, 2008, the City Council enacted Ordinance No. 01-08 which created and established the Westside Redevelopment Trust Fund (the "Trust Fund").

(E) On August 28, 2014, the City Council adopted Ordinance No. 31-14, which amended the Redevelopment Plan by repealing and reestablishing the base year for appropriations to the Trust Fund.

(F) The Escambia County School Board. (the potential "Seller") owns a parcel of real property located in the Redevelopment Area, at 710-712 North C Street, Pensacola, Florida, Parcel ID# 000S009060001016 (the "Property") and the City has expressed its interest to acquire the Property for the appraised value of \$570,000. Any acquisition of the real property is pending approval by the Seller.

(G) The Agency hereby determines that acquisition of the Property will facilitate the goals and objectives of the Redevelopment Plan and Chapter 163, Part III, Florida Statutes.

### **SECTION 3. PURCHASE OF THE PROPERTY AUTHORIZED.**

(A) The Agency hereby determines that it is necessary and in the best interests of the health, safety and welfare of the City, the Redevelopment Area and the inhabitants thereof to acquire the Property, that such acquisition shall advance the community redevelopment objectives of the Redevelopment Plan and shall constitute and serve the purposes of "community redevelopment" within the meaning of and in accordance with the Act, and such acquisition is hereby authorized.

(B) The cost to acquire the Property shall be paid with City funds consisting of proceeds of the American Rescue Plan Act (ARPA) and CRA funds consisting of Trust Fund revenues.

(C) Upon acquisition of the Property, the Property shall be utilized by the City solely to further the goals and objectives of the Redevelopment Plan and Chapter 163, Part II, Florida Statutes and will be used for such purposes, including but not limited to, commercial, mixed use and/or attainable housing redevelopment, preservation and conservation of the district and remediation of blight. Any conveyance of the Property, or portion thereof, by the City to a third party for such purposes shall be solely by grant or donation or similar mechanism not for monetary consideration; provided, however, that the instrument(s) effectuating such conveyance may include restrictions upon, and covenants, conditions, and obligations assumed by, the third party to ensure that the Property is developed and/or used for the purposes outlined in Chapter 163, Part III, Florida Statutes and the then effective Redevelopment Plan.

(D) The Chairperson of the Agency is hereby authorized and directed to take all actions necessary to effectuate the provisions of this Resolution.

**SECTION 4. SEVERABILITY.** If any one or more of the provisions of this Resolution should be held contrary to any express provision of law or shall for any reason whatsoever be held invalid by a court of competent jurisdiction, then such provisions shall be null and void and shall be deemed separate from the remaining provisions of this Resolution.

**SECTION 5. CONFLICTS.** All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the Charter of the City.

[SEAL]

Adopted: \_\_\_\_\_, 2024

Approved: \_\_\_\_\_  
Jennifer Brahier, Chairperson

ATTEST:

\_\_\_\_\_  
Ericka L. Burnett, City Clerk



| General Information                                                          |                                                     |  |  |  |  |
|------------------------------------------------------------------------------|-----------------------------------------------------|--|--|--|--|
| Parcel ID:                                                                   | 000S009060001016                                    |  |  |  |  |
| Account:                                                                     | 150169000                                           |  |  |  |  |
| Owners:                                                                      | SCHOOL BOARD OF ESCAMBIA CO<br>SCHOOL JOHN A GIBSON |  |  |  |  |
| Mail:                                                                        | 75 N PACE BLVD<br>PENSACOLA, FL 32505               |  |  |  |  |
| Situs:                                                                       | 712 N C ST 32501                                    |  |  |  |  |
| Use Code:                                                                    | PUBLIC SCHOOL                                       |  |  |  |  |
| Taxing Authority:                                                            | PENSACOLA CITY LIMITS                               |  |  |  |  |
| Tax Inquiry:                                                                 | <a href="#">Open Tax Inquiry Window</a>             |  |  |  |  |
| Tax Inquiry link courtesy of Scott Lunsford<br>Escambia County Tax Collector |                                                     |  |  |  |  |

| Assessments                                  |           |           |           |                         |  |
|----------------------------------------------|-----------|-----------|-----------|-------------------------|--|
| Year                                         | Land      | Imprv     | Total     | <a href="#">Cap Val</a> |  |
| 2023                                         | \$312,000 | \$424,207 | \$736,207 | \$736,207               |  |
| 2022                                         | \$312,000 | \$421,727 | \$733,727 | \$733,727               |  |
| 2021                                         | \$312,000 | \$421,995 | \$733,995 | \$733,995               |  |
| <a href="#">Disclaimer</a>                   |           |           |           |                         |  |
| <a href="#">Tax Estimator</a>                |           |           |           |                         |  |
| <a href="#">File for Exemption(s) Online</a> |           |           |           |                         |  |
| <a href="#">Report Storm Damage</a>          |           |           |           |                         |  |

| Sales Data                                                                                                         |      |      |       |      |                                  |
|--------------------------------------------------------------------------------------------------------------------|------|------|-------|------|----------------------------------|
| Sale Date                                                                                                          | Book | Page | Value | Type | Official Records<br>(New Window) |
| None                                                                                                               |      |      |       |      |                                  |
| Official Records Inquiry courtesy of Pam Childers<br>Escambia County Clerk of the Circuit Court and<br>Comptroller |      |      |       |      |                                  |

| 2023 Certified Roll Exemptions                                                                           |  |
|----------------------------------------------------------------------------------------------------------|--|
| EDUCATIONAL                                                                                              |  |
| Legal Description                                                                                        |  |
| ALL BLK 16 10A WEST KING TRACT LESS OR 88 P 248 STATE<br>RD CA 105                                       |  |
| Extra Features                                                                                           |  |
| ASPHALT PAVEMENT<br>CANOPY<br>CHAINLINK FENCE<br>FRAME BUILDING<br>METAL BUILDING<br>MODULAR OFFICE/BLDG |  |

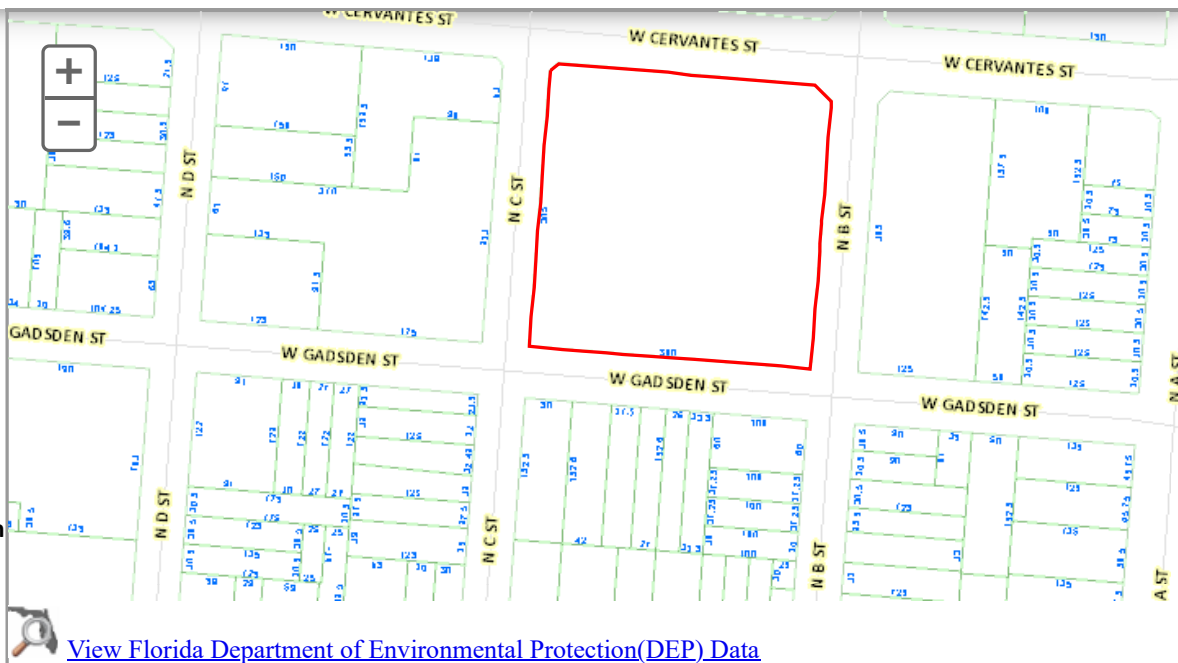
**Parcel Information**

**Section**  
**Map Id:**  
[CA105](#)

**Approx.**  
**Acreage:**  
2.0790

**Zoned:**  
R-NC  
R-NC  
R-NC

**Evacuation  
& Flood  
Information**  
[Open  
Report](#)



## Buildings

Address: 712 N C ST, Year Built: 1948, Effective Year: 1968, PA Building ID#: 24360

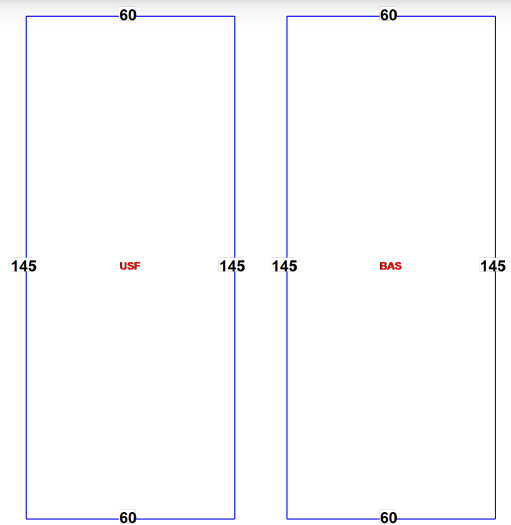
### Structural Elements

**DECOR/MILLWORK**-AVERAGE  
**DWELLING UNITS**-0  
**EXTERIOR WALL**-BRICK-COMMON  
**FLOOR COVER**-VINYL/CORK  
**FOUNDATION**-SLAB ON GRADE  
**HEAT/AIR**-UNIT HEATERS  
**INTERIOR WALL**-EXPOSED BLK/BRK  
**NO. PLUMBING FIXTURES**-36  
**NO. STORIES**-2  
**ROOF COVER**-BLT UP MTL/GYP  
**ROOF FRAMING**-RIGID FRAME/BAR  
**STORY HEIGHT**-0  
**STRUCTURAL FRAME**-MASONRY PIL/STL

Areas - 17400 Total SF

**BASE AREA** - 8700

**UPPER STORY FIN** - 8700



## Images



3/2/2023 12:00:00 AM

The primary use of the assessment data is for the preparation of the current year tax roll. No responsibility or liability is assumed for inaccuracies or errors.

