

# WENDOVER

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HOUSING PARTNERS

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*February 13, 2015*

Sonia Fonseca, US 17-92 CRA Program Manager  
Seminole County Government  
Economic Development  
1101 E. 1st Street  
Sanford, FL 32771

Re: US 17-92 CRA Grant Program for Redevelopment & Construction  
Grant Application for **Bromley Square, Ltd. - Fern Park, Seminole County, Florida**

Dear Ms. Fonseca,

Please find enclosed our completed Grant Application for Bromley Square, Ltd., located in Fern Park, Seminole County, FL, in connection with the US 17-92 CRA Grant Program.

Your assistance and consideration throughout this process is greatly appreciated. Should you have any questions or concerns regarding any of the materials enclosed, please do not hesitate to contact me.

Sincerely,

Jennie D. Lagmay  
Paralegal  
Wendover Housing Partners

RECEIVED FEB 13 2015

[www.businessinseminole.com](http://www.businessinseminole.com)

**BROMLEY SQUARE, LTD.  
FERN PARK, SEMINOLE COUNTY,  
FLORIDA**

**72 UNIT AFFORDABLE  
MULTIFAMILY HOUSING COMPLEX**

**US-17-92 CRA GRANT PROGRAM  
FOR  
REDEVELOPMENT &  
CONSTRUCTION  
GRANT APPLICATION**

**BROMLEY SQUARE, LTD.**  
**FERN PARK, SEMINOLE COUNTY, FL**  
**US 17-92 CRA Grant Program**  
**Grant Application**

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The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This not only helps in tracking expenses but also ensures compliance with tax regulations.

In the second section, the author provides a detailed breakdown of the company's revenue streams. This includes sales from various product lines and services. The data shows a steady increase in revenue over the past year, which is attributed to market expansion and improved operational efficiency.

The third section focuses on the company's financial health and liquidity. It highlights the company's strong cash flow and low debt-to-equity ratio. These factors are crucial for long-term sustainability and growth. The author also mentions the company's commitment to financial transparency and regular reporting to stakeholders.

Finally, the document concludes with a summary of the company's overall performance and future outlook. The author expresses confidence in the company's ability to continue its upward trajectory and meet its strategic goals for the coming year.

## Project Summary

Bromley Square, Ltd. is proposing to develop a \$14,139,000, 72-unit affordable multifamily housing complex to be constructed at 230 Oxford Road, Fern Park. Bromley Square is seeking a grant of \$1,246,800 to be coupled with tax credit equity in the amount of \$11,100,000 and bank debt in the approximate amount of \$1,792,200. This development will consist of the following unit mix:

24 1 bedroom/1 bath units

36 2 bedroom/2 bath units

12 3 bedroom/2 bath units

72 units total

The development is proposed as a 3 story garden apartment product constructed out of masonry. In addition to these structural and physical characteristics, the complex will employ Green Building Features in order to meet the requirements for Florida Housing Finance Corporation (FHFC) "green" status. These "green" items may include:

- Programmable thermostat in each unit
- Humidistat in each unit
- Water Sense certified dual flush toilets and faucets in all bathrooms and kitchens
- Energy Star appliances and electrical fixtures where possible
- Energy Star qualified roof coating
- Energy Star qualified roofing materials (metal, shingles, thermoplastic polyolefin (TPO), or tiles)
- Eco-friendly cabinets – formaldehyde free, material certified by the Forest Stewardship Council or a certification program endorsed by the Programme for the Endorsement of Forest Certification
- Eco-Friendly flooring for entire unit – Carpet and Rug Institute Green Label certified carpet and pad, bamboo, cork, 80% recycled content tile, and/or natural linoleum
- Energy Star rating for all windows in each unit
- Florida Yards and Neighborhoods certification on all landscaping
- Installation of daylight sensors, timers or motion detectors on all outdoor lighting attached to buildings

This affordable housing community will primarily cater to Seminole County families and residents that make 60% or less of the Area Median Income (AMI). The development will be fully amenitized with a pool and a clubhouse for residents. On site management will provide and coordinate an array of resident services and security.

Bromley Square's parent company, Wendover Housing Partners, LLC, has developed and managed thousands of affordable housing units throughout Florida and the Southeastern United States. Many of these communities are funded through the allocation of Federal tax credits via Florida Housing Finance Corporation (FHFC). Bromley Square will be no different. Bromley Square, Ltd. will be applying to FHFC for the necessary tax credits to finance this 72 unit affordable housing community.

The inclusion of this development into the US 17-92 CRA Grant program is critical to the success of this potential tax credit funding source. FHFC has earmarked specific funds for applications that are not only included in a local government's redevelopment area, but is giving further preference to sites that are able to procure grant funding from an associated source. By granting eligibility to Bromley Square into the US 17-92 CRA Grant program, the chances that Bromley Square is selected for funding by FHFC is dramatically increased.

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses and income. The document also highlights the need for regular reconciliation of bank statements and the company's records to identify any discrepancies early on.

In addition, the document provides a detailed breakdown of the accounting cycle, from identifying the accounting entity to preparing financial statements. It explains how each step contributes to the overall accuracy and reliability of the financial data. The document also includes a section on the classification of assets and liabilities, providing examples and explanations for each category.

The second part of the document focuses on the practical application of accounting principles. It includes a series of exercises designed to help students understand how to record transactions in the general ledger and how to prepare a trial balance. These exercises cover a wide range of scenarios, from simple sales and purchases to more complex transactions involving multiple accounts and adjustments.

Finally, the document concludes with a summary of the key concepts and a list of references. It encourages students to continue their study and practice, as accounting is a skill that requires ongoing learning and application. The document is intended to serve as a comprehensive guide for anyone looking to gain a solid understanding of the fundamentals of accounting.

**APPLICATION  
AND  
W-9**



**US 17-92 CRA Grant Program**  
**For**  
**REDEVELOPMENT & CONSTRUCTION**  
Information & Application  
Fiscal Year 2014- 2015

US 17-92 Community Redevelopment Agency Seminole County, Sanford, Lake Mary, Winter Springs & Casselberry

- ◆ Please note that **applications must be submitted BEFORE work begins**. Additionally, award of the grant is not guaranteed, and the Applicant assumes all financial liabilities for work initiated prior to the approval of the Grant by the CRA.

# GRANT

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## **Purpose:**

The purpose of the US 17-92 Community Redevelopment Agency (CRA) Redevelopment and Construction Grant is to encourage redevelopment of existing buildings and to encourage private investment for new construction in the US 17-92 CRA Area (map attached). Grants will be considered for exterior redevelopment and new construction work, except in the case of contaminant removal, where funds can be allocated for interior and exterior redevelopment projects.

The program provides funding up to 20 percent of total project cost, per site, to pay for redevelopment and construction projects within the US 17-92 CRA Area. Funds are appropriated annually in the US 17-92 CRA budget, and funding is available on a first-come first-served basis. The program is subject to the availability of budgeted funds in the US 17-92 CRA budget. The CRA reserves the right to amend its budget at any time and without notice.

All US 17-92 CRA Grants must be for projects within the Community Redevelopment Area and must support the goals and objectives of the US 17-92 CRA Master Plan. Applicants are also encouraged to follow the design guidelines and overlay policies in the Seminole County Comprehensive Plan.

Applicants are reminded that grant awards are discretionary in nature and should not be considered an entitlement. All grant criteria contained herein are guidelines, not guarantees, for awards, and successful Applicants may receive any amount up to the maximum award. Should an Applicant meet all grant criteria, a grant may or may not be awarded at the CRA's discretion due to funding limitations, competing applications and/or competing priorities.

## **Eligibility Requirements:**

The US 17-92 CRA Redevelopment & Construction Grant Program is available to businesses and/or property owners located within the US 17-92 CRA Area ONLY. Applicants must propose a permitted/conforming use within the US 17-92 CRA Area.

The US 1792 CRA Redevelopment & Construction Grant Program is available ONLY for projects considered "catalyst projects" as defined herein.

## **Catalyst Projects include:**

- Projects proposed within one of the boundaries identified as a CRA Catalyst Area, as reflected in the CRA Master Plan or;

## GRANT

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- Projects proposed on catalyst sites identified in the CRA Master Plan Context Report, Section XIV, Catalyst Redevelopment Sites or;
- Projects likely to spur future, adjacent redevelopment along the US 17-92 CRA corridor and continue to energize the corridor's economic engine as described in the Economic Development Strategic Plan. Designation as a Catalyst Project shall be at the discretion of the Community Redevelopment Agency, and considerations for such designation may include but is not limited to;
  1. Regional/Area Connectivity;
  2. Availability to transit;
  3. Ease of vehicular accessibility;
  4. Proximity to public government buildings and/or centers;
  5. Existing and/or Future Land Uses/Property Values/Parcel Size and Assemblage Potential;
  6. Proximity to employment centers;
  7. Taxable Values and Return on Investment Calculations;
  8. Job Creation;
  9. Elimination of contamination and/or blight; and/or
  10. Improvement of Quality of Life for Seminole County residents.

A narrative on the reasons this development may be considered a Catalyst Projects has been provided as part of this Application Package.

Applications will not be accepted from property owners (and tenants of property owners) who are delinquent on their property taxes. Applicants must not have outstanding code violations or code liens. Additionally, Applicants must be current with their Business Tax Receipt (BTR).

### **Eligible Improvements:**

The US 17-92 CRA Redevelopment & Construction Grant Program shall provide funds for "catalyst projects" that are consistent with the Land Development Code of the political subdivision in which they are located, and further the goals outlined in the CRA Master Plan. Funds may be used for the following types of improvements:

- Contaminant removal, interior and exterior;
- Ingress/egress improvements;
- Exterior lighting;
- Exterior signage;
- Exterior windows;
- Façade enhancements;
- Landscaping;
- Parking improvements;
- Roofing;
- Sidewalks;
- Utilities including but not limited to: relocation and improvements of existing utilities;

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waterline installation and improvements; stormwater and drainage improvements; lift stations; sewer lines; and reclaimed water; and

- Special site specific needs (as determined by the RPA and CRA).

*\*NOTE: All architectural designs, materials and colors must be consistent with the standards of the US 17-92 Community Redevelopment Area.*

### **Available Funding and Matching Requirement:**

A maximum amount of up to 20 percent of the total cost of a project may be allocated from the US 17-92 CRA funds.

### **Application Process and Deadline:**

Applications will be accepted on a monthly basis. The application deadline is the 15<sup>th</sup> of each month. If the 15<sup>th</sup> of the month falls on the weekend, the deadline is the preceding Friday. Applications will not be reviewed prior to the deadline.

1. The Applicant receives a US 17-92 CRA Grant Program Application form from The Seminole County Planning Division Located at 1101 East First Street, Sanford, FL 32771, or by downloading it from the **RedevelopmentinSeminole.com** website.
2. The Applicant completes the application and submits it to the CRA Program Manager for processing. The application package includes the following:
  - a. Completed Application and W-9
  - b. Current photo(s) of project site.
  - c. Proof property taxes are current
  - d. Proof business taxes are current
  - e. Plans/Drawings/Scope of Work
  - f. 3 Competitive Bids
  - f. Narrative describing how the proposed project qualifies as a "Catalyst Project"

The Applicant is responsible for all building and other permits and fees associated with the proposed project.

## GRANT

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- Applicants are advised to submit a complete application and all supporting materials per the instructions in this packet; incomplete applications will not be reviewed.

Staff undertakes the initial review of the application and either approves or denies the advancement of the application. If staff denies the advancement of the application to the Technical Advisory Committee (TAC), the Applicant has the right to appeal the staff's decision (see page 13 for appeal process). The TAC reviews the application according to the program selection criteria and forwards a recommendation to the RPA, who then recommends approval or denies the advancement of the application to the CRA. If approved the application is referred to CRA for final consideration. If an application is denied at any level of review, the Applicant may modify the existing application or reapply at a later date for a different project.

If the application is approved, the Applicant and the US 17-92 CRA shall enter into a contract to specify the Applicant's obligations for grant reimbursement. The contract shall be recorded in the public records of Seminole County, Florida. Prior lien holders may be required to subrogate their lien interests as a condition of the grant.

- Please note that **applications must be submitted BEFORE work begins**. Additionally, award of the grant is not guaranteed, and the Applicant assumes all financial liabilities for work initiated prior to the approval of the Grant by the CRA.

**Cities and County are required to file informational returns (Form 1099-G) for individuals and entities receiving grants from the US 17-92 CRA. Grant recipients must sign and return a Substitute W9 form to the City/County before funds can be distributed.**

Upon completion of the improvements; final inspection and approval by the US 17-92 CRA Program Manager; and issuance of a Certificate of Occupancy or Certificate of Completion (if applicable), the Applicant submits a reimbursement package to the US 17-92 CRA which includes the following:

- a. Written Request for Reimbursement by Applicant
- b. Copies of applicable invoices and;
- c. Proof of payment for improvements/invoices and;
- d. Lien Releases for all payments; and

## GRANT

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- e. Photos of improvements (before and after).

Applicants will receive grant funding after the project is completed and all associated costs have been paid. It is the responsibility of the award recipient to maintain proper documentation of funds expended in the course of completing the project. Release of funds is subject to submission of this documentation to the US 17-92 CRA Program Manager by the Applicant. The project must be completed essentially as presented to the US 17-92 CRA in order to receive payment. At the approximate midpoint of the project the Applicant will give an update to the RPA on the progress of the project either in writing or in person. The CRA reserves the right to make on-site inspections throughout the course of the project.

- Acceptable documentation is defined as PAID invoices/ and/or schedule of values from vendors clearly detailing the work done for the project accompanied by copies of release of contractors liens.

If the project is not completed, is not approved in its final inspection, or does not receive its Certificate of Occupancy or Certificate of Completion (if applicable) within one year of award, the grant shall expire. Extensions must be granted by the RPA and CRA Boards.

- Applicants have 12 months from the completion date of the project to file for reimbursement according to procedures set forth within the contract. The CRA will not be responsible for informing the Applicants of this deadline.

### **If you have more than one project:**

Eligible properties may not receive more than one grant within a 10 year period.

The following selection criteria will be used to review applications for the US 17-92 CRA Grant Program. Criteria are derived from the goals and objectives of the US 17-92 CRA's adopted Redevelopment Plan as well as the adopted Comprehensive Plan of the political subdivision where the project is located.

Please see Exhibit "A"

(1) Is the project within the US 17-92 CRA boundary?

(2) Does the project meet one of the CRA's goals and objectives?

## GRANT

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- (3) **Catalyst Project:** Is the proposed project within a Catalyst Area; on a Catalyst Site; and/or does it spur future adjacent redevelopment along the US 17-92 CRA corridor to continue to energize the corridor's economic engine?
  
- (4) **Quality of Site Design and Materials:** Degree to which the proposed project promotes the adopted Redevelopment Plan and promotes harmony with neighboring structures through implementation of land development regulations and the use of urban design principles, site design, architecture, materials, color, landscaping, and other visual physical amenities.
  
- (5) **Streetscape Aesthetics and Functionality:** Degree to which the proposed project enhances the streetscape of US 17-92, including the addition or enhancement of display windows, awnings, landscaping, ADA compliance and architectural amenities such as arcades, balconies and porches.
  
- (6) **Increased Safety:** Degree to which the proposed project will promote safety by easily identifying the business for customers and emergency services.
  
- (7) **Removal of Slum and Blight:** Degree to which the proposed project upgrades or eliminates substandard structures or eliminates non-conforming uses.

**Disclaimer:**

Neither Seminole County, nor the Cities of Sanford, Lake Mary, Winter Springs, or Casselberry, shall be responsible for the planning, design, or construction of the property that is owned by the Applicant. No warranties or guarantees are expressed or implied by the description of, application for, or participation in the US 17-92 CRA Grant Program. The Applicant is advised to consult with licensed architects, engineers, or building contractors before proceeding with final plans or construction.

# GRANT

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(For Official Use Only)

## Redevelopment/Construction Grant Application

**Applicant:** \_Bromley Square , Ltd. \_\_\_\_\_

Address: \_\_1105 Kensington Park Dr. , Suite 200\_\_\_\_\_

City: \_Altamonte Springs\_\_\_\_\_ Zip Code: \_\_32714\_\_\_\_\_

Phone/Cell # \_\_407-333-3233\_\_\_\_\_ E-Mail \_\_jwolf@wendovergroup.com\_\_\_\_\_

**Project Contract Person if different from Applicant:** \_Jonathan L. Wolf\_\_\_\_\_

Phone: \_407-333-3233\_\_\_\_\_

E-mail: \_jwolf@wendovergroup.com\_\_\_\_\_

Mailing Address: \_Same as Applicant\_\_\_\_\_

**Application Preparer (if different than owner):** \_\_\_\_\_

Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

E-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Note:** If the Applicant is not the property owner, Applicant must submit Addendum A with the application.

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## I. SITE IDENTIFICATION AND HISTORY

### SITE INFORMATION

1. Name of Site or Business Name: \_\_Bromley Square\_\_\_\_\_

Site Address: \_230 Oxford Road\_\_\_\_\_

City, County or Township: \_Fern Park\_\_\_\_\_ Zip Code: \_32730\_\_\_\_\_

Acreeage of Site: \_\_7.11\_\_\_\_\_ Bldg. Sq. Ft.: \_\_\_\_\_

County Commission/City Commission District# \_\_4\_\_A \_\_\_\_\_B

# GRANT

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## CURRENT AND FUTURE LAND USE

2. Zoning/Land Use:

A. Current: Industrial \_\_\_\_\_ Commercial \_\_\_\_\_ Residential \_\_\_\_\_  
Mixed-use \_\_\_x\_\_\_ Other (Specify) \_\_\_Zoning is C-1\_\_\_\_\_

B. After Re-Zone (if applicable): Industrial \_\_\_ Commercial \_\_\_ Residential \_\_\_\_\_  
Mixed-use \_\_\_\_\_ Other (Specify) \_\_\_\_\_

3. Current economic condition:

Vacant lot \_\_\_x\_\_\_ Developed site \_\_\_\_\_ Other \_\_\_\_\_

4. How many buildings are currently on site?

Industrial \_\_\_0\_\_\_ How many are occupied? \_\_\_\_\_ If vacant, for how long? \_\_\_\_\_

Commercial \_\_\_0\_\_\_ How many are occupied? \_\_\_\_\_ If vacant, for how long? \_\_\_\_\_

Residential \_\_\_0\_\_\_ How many are occupied? \_\_\_\_\_ If vacant, for how long? \_\_\_\_\_

5. Year building(s) was/were built: \_\_\_new construction\_\_\_\_\_

6. Please describe the condition of the buildings on the site (Digital photo file attachment highly recommended but not required). - **No buildings currently present on property.**



## GRANT

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10. Will Seminole Economic Enhancement District (SEED) Funds be requested? \_\_\_\_\_

If so, for what purpose?

11a. What is the expected rate of return on the investment by the CRA. \_\_\_\_\_

11b. What is the time frame for the return on investment by the CRA? \_\_\_\_\_

The ROI will be calculated by the CRA Program Manager and attached to the application

### JOB CREATION & RETENTION

12. Forecast the number of new jobs created after redevelopment or new development of the site (jobs that did not exist in the US17-92 CRA prior to redevelopment or new development).

Total New Jobs: \_\_\_\_\_

### OTHER PUBLIC BENEFITS

13. What positive environmental infrastructure improvements are associated with this project? Attach supporting documentation that indicates the positive public benefit to infrastructure enhancements.

### PROXIMITY TO PUBLIC TRANSIT

14. Attach a local transit schedule, and highlight the lines that serve the project site or surrounding area. If a regularly scheduled route does not serve the area, please provide information about other forms of transit that serve the project site. [Exhibit "D"]

15. Would you agree to provide an easement to establish a bus shelter if appropriate or requested?  Yes  No

### Submittals

Applications **must** include the following materials, if applicable, for consideration by the US 17-92 CRA:

- a. Completed Application and W-9 (must be signed by an officer as reflected in SunBiz) [W-9 - Exhibit "E"]
- b. Current photo(s) of project site.
- c. Proof property taxes are current
- d. Proof business taxes are current
- e. Plans/Drawings/Scope of Work
- f. 3 Competitive Bids
- f. Narrative describing how the proposed project qualifies as a "Catalyst Project"

GRANT

Applications lacking sufficient materials to describe the project will NOT be reviewed.

I, JONATHAN L. WOLF, attest that the information contained herein is correct to the best of my knowledge. I understand that the US 17-92 CRA Redevelopment & Construction Grant Program benefits are contingent upon funding availability and US 17-92 CRA approval and are not to be construed as an entitlement or right of a property owner or Applicant. Properties within the designated US 17-92 CRA boundary are not eligible for grant-funded programs when such funding conflicts with the goals expressed in the US 17-92 CRA Community Redevelopment Plan. I further understand that I am responsible for providing construction documents and/or permits required for any work, and hold harmless Seminole County for any damage associated with this application or the US 17-92 Grant Program.

Signature of Applicant

JONATHAN L. WOLF, MANAGER OF BROMLEY SQUARE GP, LLC, GENERAL PARTNER FOR BROMLEY SQUARE, LTD.

Print Name

STATE OF FLORIDA: COUNTY OF SEMINOLE:

The foregoing instrument was acknowledged before me this 12th day of FEBRUARY 20 15,

by JONATHAN L. WOLF. He/She is personally known to me or has produced as identification and did not (did) take an oath.

(SEAL)

Jennie D. Lagmay

Notary Public, State of Florida, (Signature of Notary taking acknowledgement)

JENNIE D. LAGMAY

Name of Notary Typed, Printed or Stamped

My Commission Expires: 11/24/18

Commission Number FF 174011



GRANT

Note: if Applicant is not the property owner, Applicant must submit Addendum A with application.

Addendum A

Date: 2-12-15

To: US 17-92 CRA  
Community Redevelopment Agency

From: OVERSEAS TERRAZZE INC.  
(Property Owner)

Subject: Permission for US 17-92 Grant Program Participation

As the owner of the property located at 230 OXFORD RD., FERN PARK, I give, JONATHAN L. WOLF and BODMLEY SQUARE, LTD., permission to participate in the US 17-92, Grant Program as detailed in the Revitalization and Construction Grant Application, and hold Seminole County harmless for any damages associated with this application or the US 17-92 Grant Program.

[Signature]  
Property Owner's Signature

ALEX GREENSPAN  
Property Owner's Name Printed

STATE OF FLORIDA:  
COUNTY OF SEMINOLE:

The foregoing instrument was acknowledged before me this 12<sup>th</sup> day of Feb 2015 by Alexander Sulek Greenspan. He/She is personally known to me or has produced FLDL as identification and did not (did) take an oath.

(SEAL)



Patrick Ingram  
State of Florida  
MY COMMISSION # FF 70213  
Expires: November 13, 2017

[Signature]  
Notary Public, State of Florida, (Signature of Notary taking acknowledgement)

Patrick Ingram  
Name of Notary Typed, Printed or Stamped

My Commission Expires:  
11/13/17

Commission Number FF 70213

# GRANT

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## **Grant Appeal Process:**

- CRA Program Manager denies grant application.
- Staff informs Applicant in writing via certified/ return receipt mail that the grant has been denied, and cites the reason.
- Applicant has 30 days from the date they signed the return receipt, to inform the CRA Program Manager, in writing, that they are appealing the decision.
- CRA Program Manager has TAC review the grant. The TAC Board does not make a recommendation on the appeal, but comments on the technical aspects of the grant.
- Grant is submitted to the RPA, which can either uphold the denial or recommend that the CRA Board overturn the denial. If the RPA Board upholds the denial, the application does not proceed to the CRA Board; (the RPA Board has the power to deny funds as outlined in the Interlocal Agreement). If RPA Board overturns the staff recommendation, the grant proceeds to CRA Board with any additional recommendations that the RPA Board made to the grant.
- CRA Board votes to either uphold staff recommendation, or overturn staff recommendation. If the Board overturns staff recommendation the grant is then before the Board for final consideration and vote.

*\*See list for qualifying improvements page three of application*

## **Boundaries:**

US 17-92 CRA Area

# GRANT

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**This Section for Official Use Only**

*Date Reviewed by TAC:* \_\_\_\_\_

*Recommendation to US 17-92 RPA:* \_\_\_\_\_

*Date Reviewed by RPA:* \_\_\_\_\_

*Recommendation to US 17-92 CRA:* \_\_\_\_\_

*Action by US 17-92 CRA:* \_\_\_\_\_

*Amount approved:* \_\_\_\_\_

*\*Release of Funds authorized by*

*US 17-92 CRA Program Manager:* \_\_\_\_\_

\*Release of funds only occurs after the US 17-92 Program Manager has verified that all conditions of the contract and grant application have been satisfied.



## EXHIBIT "A"

### **Selection Criteria Summary**

**230 Oxford Road, Fern Park**

**Parcel ID: 20-21-30-300-001L-0000**

1. Is the project within the US 17-92 CRA boundary? *Yes, this property is wholly located within the US 17-92 CRA's redevelopment boundaries. The site is also within the County's long term Oxford Road Redevelopment Area.*
2. Does the project meet one of the CRA's goals and objectives? *Yes, this proposed affordable housing project meets several of the CRA's objectives. According to Seminole County, "the US 17-92 CRA is dedicated to creating jobs, eliminating blight, and improving the quality of life for residents and business owners in the community while managing growth and preserving Seminole County's natural resources." This site and project will increase the quality of life for Seminole County residents by providing high quality and low cost housing. Additionally, dozens of construction jobs will be created and 3-4 permanent jobs will also result from the development of this site.*
3. Catalyst Project: *Please see the attached narrative for a detailed analysis of this site and why it meets "Catalyst Project" criteria.*
4. Quality of Site Design and Materials/Streetscape Aesthetics and Functionality: *Bromley Square is still at the preliminary stages of engineering and final design, as the project must be approved by Florida Housing for funding prior to construction commencing. Once awarded funding, site design, site materials, streetscape aesthetics and access will be designed to exceed current County guidelines. Best practices for the implementation of these aspects of design will be sought out and incorporated.*
5. Increased Safety: *This project will border the new alignment of Oxford Road to the South. Our development will work with all permitting agencies to ensure that ingress, egress, and the traffic circulation of our site is optimized with public safety in mind. All of our affordable housing communities are designed with the intent of maximizing tenant safety.*
6. Removal of Slum and Blight: *While this site is not known to have any environmental concerns, developing the site to provide high quality affordable housing will be an immediate improvement to the area. Some existing multifamily projects in the area are older and in need of updates. Hopefully, the creation of a newer multifamily product will encourage other owners to improve their existing apartment and commercial sites.*

**EXHIBIT "B"**

**Cost Analysis – Budget Table**

A	B	C	D	E	F	G	H	
Item No.	Description of work	Scheduled Value	From Previous Application	This Period	Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	(G-C) %	Balance To Finish (C-G)
	Contractor General Conditions	\$397,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$397,000.00
	Contractor Overhead	\$132,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$132,000.00
	Contractor Fee	\$397,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$397,000.00
	<b>Subtotal</b>	<b>\$926,000.00</b>	\$0.00	\$0.00	\$0.00	\$0.00	0%	<b>\$926,000.00</b>
	<b>SITE WORK</b>						0%	
	Clear and Grade	\$135,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$135,000.00
	Base, Paving, and Curb	\$295,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$295,000.00
	Sanitary Sewer System	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$125,000.00
	Storm Sewer	\$137,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$137,000.00
	Domestic Water	\$127,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$127,000.00
	Sidewalks	\$85,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$85,000.00
	Soil Treatment	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$7,500.00
	Signage	\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$21,000.00
	Landscape and Irrigation	\$155,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$155,000.00
	<b>Subtotal</b>	<b>\$1,087,500.00</b>					0%	
	<b>AMENITIES</b>						0%	
	Clubhouse/Maintenance Shop	\$210,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$210,000.00
	Pool, Deck, and Fence	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$125,000.00
	Gazebo/Grill Area	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$18,000.00
	Tot Lot	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,000.00
	Site Lighting	\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$38,000.00
	Car Wash	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,500.00
	<b>Subtotal</b>	<b>\$405,500.00</b>	\$0.00	\$0.00	\$0.00	\$0.00	0%	<b>\$405,500.00</b>
	<b>TOTAL</b>	<b>\$2,419,000.00</b>	\$0.00	\$0.00	\$0.00	\$0.00	0%	<b>\$2,419,000.00</b>



BUILDING #Z	A	B	C	D	E	F	G	H
Item No.	Description of work	Scheduled Value	From Previous Application	This Period	Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	(G-C) %	Balance To Finish (C-G)
1	Concrete Slab on Grade	\$90,225.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$90,225.00
2	Gypcrete	\$11,565.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$11,565.00
	Masonry	\$240,295.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$240,295.00
3	Rough Carpentry	\$106,655.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$106,655.00
4	Trusses	\$151,635.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$151,635.00
5	Roofing	\$55,255.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$55,255.00
6	Insulation	\$26,985.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$26,985.00
7	Stucco	\$82,240.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$82,240.00
8	Windows	\$44,975.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$44,975.00
9	Drywall	\$136,210.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$136,210.00
10	Gutters, Downspouts, Soffits	\$19,275.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$19,275.00
11	Plumbing Rough	\$93,805.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$93,805.00
12	Fire Sprinklers	\$42,405.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$42,405.00
13	HVAC Rough	\$80,675.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$80,675.00
14	Electrical Rough	\$102,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$102,800.00
15	<b>Total</b>	<b>\$1,285,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>	<b>\$1,285,000.00</b>

BUILDING #3		A	B	C	D	E	F	G	H
Item No.	Description of work	Scheduled Value	From Previous Application	This Period	Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	(G-C) %	Balance To Finish (C-G)	
1	Concrete Slab on Grade	\$97,980.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$97,980.00	
2	Gypcrete	\$12,420.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,420.00	
3	Masonry	\$258,060.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$258,060.00	
3	Rough Carpentry	\$120,540.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$120,540.00	
4	Trusses	\$162,840.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$162,840.00	
5	Roofing	\$59,340.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$59,340.00	
6	Insulation	\$28,980.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$28,980.00	
7	Stucco	\$88,320.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$88,320.00	
8	Windows	\$48,300.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$48,300.00	
9	Drywall	\$146,280.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$146,280.00	
10	Gutters, Downspouts, Soffits	\$20,700.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$20,700.00	
11	Plumbing Rough	\$100,740.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$100,740.00	
12	Fire Sprinklers	\$45,540.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$45,540.00	
13	HVAC Rough	\$79,560.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$79,560.00	
14	Electrical Rough	\$110,400.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$110,400.00	
15	<b>Total</b>	<b>\$1,380,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>	<b>\$1,380,000.00</b>	

## EXHIBIT "C"

### **III. Analysis of Redevelopment Potential**

Describe how redevelopment of the site will improve conditions in the vicinity and/or spur adjacent development, and how the project is in line with the goals, vision and mission of the US 17-92 CRA

According to Seminole County, "the US 17-92 CRA is dedicated to creating jobs, eliminating blight, and improving the quality of life for residents and business owners in the community while managing growth and preserving Seminole County's natural resources." This site and associated affordable housing community will increase the quality of life for Seminole County residents by providing high quality and low cost housing. Additionally, dozens of construction jobs will be created and 3-4 permanent jobs will also result from the development of this site.

Developing this site to provide high quality affordable housing will be an immediate improvement to the area. Some existing multifamily projects in the area are older and in need of updates. Hopefully, the creation a newer multifamily product will encourage other owners to improve their existing apartment and commercial sites.

Describe how the redevelopment of the site will increase Public Safety

This development will border the new alignment of Oxford Road to the South. Our development will work with all permitting agencies to ensure that ingress, egress, and the traffic circulation of our site if optimized with public safety in mind. All of our affordable housing communities are designed with the intent of maximizing tenant safety.

What is the expected rate of return on the investment by the CRA.

Currently, this site is vacant land and has an annual property tax bill of \$9,295. If our affordable housing community is funded and constructed, we estimate that the ad valorem taxes paid would be approximately \$40,000. Additionally, the development will pay approximately \$250,000 in taxes during construction. Once occupied, the community will house 200 residents, all of whom will contribute positively to the local economy.

Forecast the number of new jobs created after redevelopment or new development of the site

There will be 3-4 permanent jobs created as a result of this multifamily development. Additionally, there will be dozens of construction jobs created by the construction of this affordable housing site.

What positive environmental infrastructure improvements are associated with this project?

This project will border the new alignment of Oxford Road to the South. Our development will work with all permitting agencies to ensure that ingress, egress, and the traffic circulation of our site if optimized with public safety in mind. All of our affordable housing communities are designed with the intent of maximizing tenant safety.

Additionally, there are already retention ponds on this site. During the permitting stage, coordination with the FDOT and Seminole County will be sought in order to explore joint use and also to ensure the ponds are utilized by all parties to maximize efficiency.

#### PROXIMITY TO PUBLIC TRANSIT

The site is located less than ¼ mile from the Lynx Fern Park Superstop on Fernwood Blvd. ¼ mile is designated by many credible land planners as the “walkability shed”, which means that most people can easily walk to landmarks within that area. The Fern Park Superstop provides immediate boarding to buses that transverse Seminole and Orange Counties, as well as provide access to SunRail. The Altamonte Springs SunRail Station is just over 1 mile from the site, and a Lynx Bus from the Fern Park Superstop provides direct dropoff to this SunRail station. Once on SunRail, passengers can head North or South to various major employment centers, entertainment, shopping, etc. Healthcare access is also readily available from this site, as Lynx provides a bus stop at Florida Hospital Altamonte and SunRail provides a stop at the main campuses of Florida Hospital and Orlando Health along its scheduled route.

A route map and schedule for Lynx is attached to this application.

**EXHIBIT "D"**

Lynx Bus Route Map & Schedule

## WELCOME ABOARD!

LYNX operates 85 Links to great places throughout Central Florida. If you don't see your destination here, CONTACT US and we can connect you to the right Link for your trip.

Riding LYNX is also easy on your wallet. You can pay for your trip as you board the bus.

ONE RIDE	ALL-DAY	Links 208, 416 and 427 observe a different fare structure.
<b>\$2.00</b> Regular	<b>\$4.50</b> Regular	Please see individual Link schedules for more information.
<b>\$1.00</b> with LYNX discount fare ID	<b>\$2.25</b> with LYNX discount fare ID	EXACT FARE REQUIRED. No change given.

Ready to roll? Look inside for more info...

Notice of Title VI Rights  
LYNX's paratransit programs and services are subject to the requirements of Title VI of the Civil Rights Act of 1964, as amended. Any person who believes he or she has been discriminated against on the basis of race, color, or national origin in the provision of paratransit services should contact the U.S. Department of Justice, Office of Civil Rights, 475 L'Enfant Plaza, N.W., Washington, D.C. 20001, or by calling (800) 795-3274. TDD: (202) 453-1710. For more information on other disabilities or services, contact the nearest accessible bus request.



LYNX is the public transit provider for Orange, Osceola and Seminole counties. Additional connectivity with Lake and Polk counties.

CONTACT US for information on fares, bus stops, schedules and trip planning:

**407-841-5969** phone  
**407-423-0787** tdd  
**golynx.com** web

THANK YOU FOR RIDING LYNX!

BROCHURE

**H** FERN PARK SUPERSTOP

Links 102 103 436N, 436S FL 17-92 NeighborLink 652

DIRECT SERVICE TO:

Altamonte Mall	Orlando Int'l Airport
Altamonte Springs SunRail	Sanford
Apopka	Seminole State College
Downtown Orlando	Winter Park

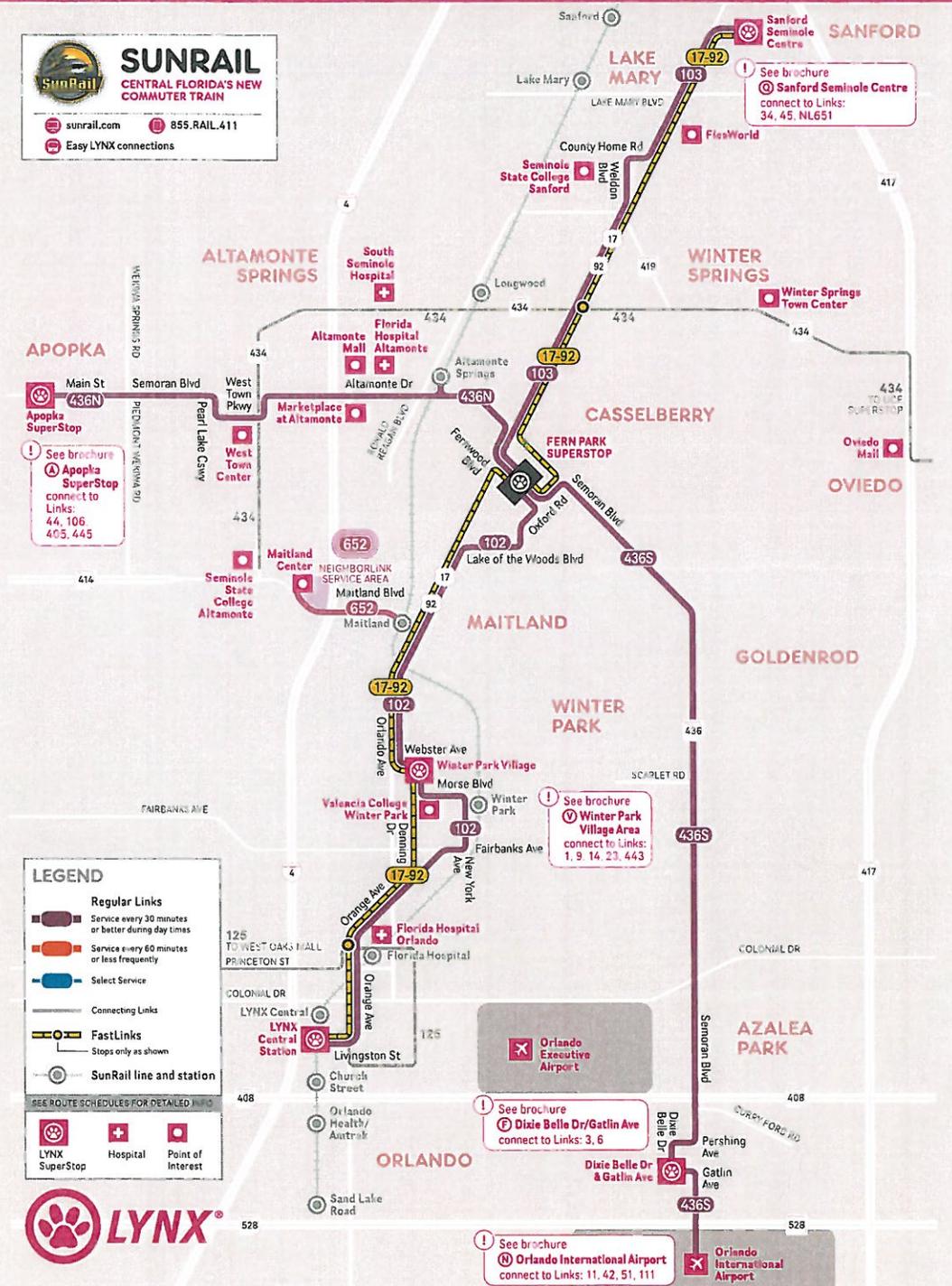


Effective DECEMBER 2014

Other accessible formats available upon request

## FERN PARK SUPERSTOP

sunrail.com 855.RAIL.411  
Easy LYNX connections



# BUS SERVICE FREQUENCY

To plan your trip or view full bus schedule visit [golynx.com](http://golynx.com)

**EFFECTIVE DECEMBER 2014** - ALL BUS SERVICE FREQUENCIES ARE APPROXIMATE AND SUBJECT TO CHANGE

Times indicate departures from the BEGINNING of the route Diagrams show major points on each Link - buses make additional local stops along the way

### 102 INBOUND to LYNX Central Station

approximate time away >	20 mins	32 mins	42 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>
<b>FIRST TRIP</b>	5:12 am	5:25 am	5:19 am
<b>DAY</b> 5 am-6:08 pm	:08, :23, :38, :53	:23, :53	:18, :48
<b>EVE</b> 6:08 pm-7 pm	:25, :57	:24, :56	:19, :50
<b>NIGHT</b> 7 pm-11 pm	:57	:56	:20, :50
<b>LAST TRIP</b>	11:57 pm	10:56 pm	10:20 pm

### 102 OUTBOUND to Fern Park

approximate time away >	9 mins	22 mins	42 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>
<b>FIRST TRIP</b>	4:15 am	4:45 am	5:15 am
<b>DAY</b> 4 am-6 pm	:00, :15, :30, :45	:15, :45	:15, :45
<b>EVE</b> 6 pm-7 pm	:15, :45	:15, :45	:15, :45
<b>NIGHT</b> 7 pm-11 pm	:45	:45	:15, :45
<b>LAST TRIP</b>	11:45 pm	10:45 pm	9:15 pm

\* 30 minute service from 4:15 am to 4:45 am Monday to Friday

### 103 NORTHBOUND to Seminole Centre

approximate time away >	12 mins	22 mins	33 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>
<b>FIRST TRIP</b>	5:05 am	5:34 am	6:15 am
<b>DAY</b> 6 am-7 pm	:02, :17, :32, :47	:02, :32	:13
<b>OFF PEAK</b> 5 am-6 am	:05, :35*	:05, :35*	:16
<b>PEAK</b> 7 pm-8 pm			
<b>NIGHT</b> 8 pm-9 pm	:35	:35	--
<b>LAST TRIP</b>	9:35 pm	9:35 pm	7:16 pm

\* 60 minute service from 7:35 pm-9:35 pm (Mon-Sat) only

### 103 SOUTHBOUND to Fern Park

approximate time away >	11 mins	20 mins	31 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>
<b>FIRST TRIP</b>	5:15 am	5:15 am	5:39 am
<b>DAY</b> 6 am-7 pm	:00, :15, :30, :45	:15, :45	:39
<b>OFF PEAK</b> 5 am-6 am	:15*, :45	:15, :45	:39
<b>PEAK</b> 7 pm-8 pm			
<b>NIGHT</b> 8 pm-10 pm	:15	:15	--
<b>LAST TRIP</b>	10:15 pm	10:15 pm	7:39 pm

\* 60 minute service from 8:15 pm-10:15 pm (Mon-Sat) only

### 436N NORTHBOUND to Apopka SuperStop

approximate time away >	9 mins	17 mins	35 mins	57 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>	
<b>FIRST TRIP</b>	5:25 am*	5:25 am*	6:50 am	
<b>DAY</b> 5 am-2:55 pm	:25, :55	:25, :55	:50	
<b>3:35 pm-12 am</b>	:05, :35	:05, :35	:50	
<b>LAST TRIP</b>	12:05 am	12:05 am	8:50 pm	

\* First bus from SR-426/Vest Town Pkwy at 5:28 am  
\*\* Altamonte Springs SunRail station served Monday-Friday only

### 436N SOUTHBOUND to Fern Park SuperStop

approximate time away >	21 mins	39 mins	45 mins	54 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>	
<b>FIRST TRIP</b>	4:35 am	4:35 am	6:50 am	
<b>ALL-DAY</b>	:05, :35	:05, :35	:50	
<b>LAST TRIP</b>	9:35 pm	9:35 pm	8:50 pm	

\*\* Altamonte Springs SunRail station served Monday-Friday only

### 436S NORTHBOUND to Fern Park

approximate time away >	19 mins	29 mins	39 mins	49 mins	72 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>		
<b>FIRST TRIP</b>	5:00 am	5:00 am	5:25 am		
<b>ALL-DAY</b>	:00, :30	:00, :30	:25		
<b>LAST TRIP</b>	11:00 pm	11:00 pm	9:25 pm		

### 436S SOUTHBOUND to Orlando International Airport

approximate time away >	21 mins	29 mins	37 mins	49 mins	79 mins
<b>MINS AFTER THE HOUR</b>	<b>MON-FRI</b>	<b>SAT</b>	<b>SUN/HOL</b>		
<b>FIRST TRIP</b>	4:40 am	4:40 am	5:58 am		
<b>ALL-DAY</b>	:10, :40	:10, :40	:58		
<b>LAST TRIP</b>	10:30 pm	10:30 pm	8:58 pm		

† First bus from Semoran Blvd/ Colonial Dr at 4:10 am and 4:35 am (Mon-Sat) and 5:28 am (Sun)

### 17-92 INBOUND to LYNX Central Station FASTLINK

MONDAY - FRIDAY ONLY

5:30	5:44	5:56	6:09	6:18	6:25
6:10	6:24	6:36	6:49	6:58	7:05
6:40	6:54	7:06	7:19	7:28	7:35

NO SATURDAY, SUNDAY/HOLIDAY SERVICE

### 17-92 OUTBOUND to Seminole Centre FASTLINK

MONDAY - FRIDAY ONLY

4:15	4:26	4:37	4:50	5:03	5:14
5:00	5:11	5:22	5:35	5:48	5:59
5:45	5:56	6:07	6:20	6:33	6:44

NO SATURDAY, SUNDAY/HOLIDAY SERVICE

Light numbers are AM Times  
Bold numbers are PM Times

### 652 NEIGHBORLINK Maitland Center

NeighborLink 652 is based at the Maitland SunRail Station and provides curb-to-curb service to the Maitland Center with advance reservations. Passengers must call 407-244-0808 at least two hours in advance to arrange a pickup in the curb-to-curb service area of Maitland Center.

	MONDAY-FRIDAY ONLY
AM TRIPS	6:05, 7:05, 8:05 am
ALL-DAY	NO SERVICE
PM TRIPS	5:15, 6:15, 7:00 pm

## CAN'T FIND YOUR LINK?

LYNX has 22 brochures, listed below, to help you find your bus. Each one shows the Links serving a certain area, like Fern Park, or a particular service, like LYMMO. You can also use the table to the right, which shows each Link and the brochure it appears on. Note that some Links are shown on more than one brochure.

### LYNX BUS SERVICE BROCHURES

- A Apopka Super-Stop
- L LYNX Central Station
- B Colonial Plaza Super-Stop
- M LYMMO
- C Colonial Dr East/West
- N Orlando International Airport
- D Colonial Dr West/West Oaks Mall
- O Poinciana Walmart Center
- E Destination Parkway
- P Rosemont Super-Stop
- F Dixie Belle Dr & Gattlin Ave
- Q Sanford Seminole Centre
- G FastLink Services
- R SunRail Connections
- H Fern Park Super-Stop
- S UCF Area
- I Florida Mall Super-Stop
- T Disney Area
- J Haines City
- U Washington Shores Super-Stop
- K Kissimmee Intermodal Station
- V Winter Park Village Area

### QUESTIONS?

- Visit us online [golynx.com](http://golynx.com)
- Give us a call 407.841.LYNX

- Like us on Facebook [facebook.com/golynx](http://facebook.com/golynx)
- Follow us on Twitter [@lynxbusorlando](http://@lynxbusorlando)

Link	Brochure	Link	Brochure	Link	Brochure	Link	Brochure
1	(B, V)	38	(C, L)	111	(E, L, N, R)	FastLink (continued)	
3	(F, L)	40	(L, R)	125	(D, L, R)	418 (B, L, K)	
6	(B, F)	42	(E, L, N, R)	208	(K, R)	441 (G, L, R, L)	
7	(L, L, R)	44	(A)	300	(L, T)	KnightLYNX	
8	(E, L)	45	(D, R)	301	(T)	210, 211, 212 (S)	
9	(E, R, V)	46E	(D, R)	302	(P, T)	LYMMO	
10	(K)	46W	(R, R)	303	(T, U)	(L, M) Orange Line	
11	(L, N, R)	48	(C, L)	304	(L, T)	(M) Grapefruit Line	
13	(B, L, S)	49	(C, L)	305	(T)	NeighborLink	
14	(B, V)	50	(L, T)	306	(C, T)	601 (D)	
15	(L)	51	(B, L, N)	313	(L, L)	603 (D)	
18	(B, L, R)	54	(D, L)	319	(L, U)	604 (D)	
20	(L, U)	55	(K)	405	(A)	611 (D)	
21	(L, U)	56	(K, T)	416	(J, D)	612 (C, D)	
23	(P, U, V)	57	(K, U)	426	(D)	613 (D)	
24	(U)	58	(E)	427	(J)	621 (S)	
25	(L)	102	(H, L, R, V)	434	(R, S)	622 (S)	
26	(K, D)	103	(H, D)	436N	(A, H, R)	631 (K)	
28	(C, L)	104	(C, L, S)	436S	(F, H, N)	632 (K)	
29	(C, L)	105	(C, D, L)	443	(P, R, V)	641 (E)	
34	(D, R)	106	(A, L, P)	445	(A, D)	651 (Q, R)	
36	(L)	107	(L)	FastLink		652 (A, H, R, U)	
37	(L)	108	(L, K)	17-92	(G, H, L, Q, V)		

**EXHIBIT "E"**

W-9

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Bromley Square, Ltd.</b>		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>	
	5 Address (number, street, and apt. or suite no.) <b>1105 Kensington Park Drive #200</b>	Requester's name and address (optional)	
	6 City, state, and ZIP code <b>Altamonte Springs, FL 32714</b>		
	7 List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

or

Employer identification number									
4	7	-	1	9	1	5	3	3	1

### Part II Certification

Under penalties of perjury, I certify that:

1. ~~The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and~~
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Signature Here	Signature of U.S. person ▶	Date ▶ 2/10/2015
----------------	----------------------------	------------------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

#### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

- Form 1099-C (canceled debt)

- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

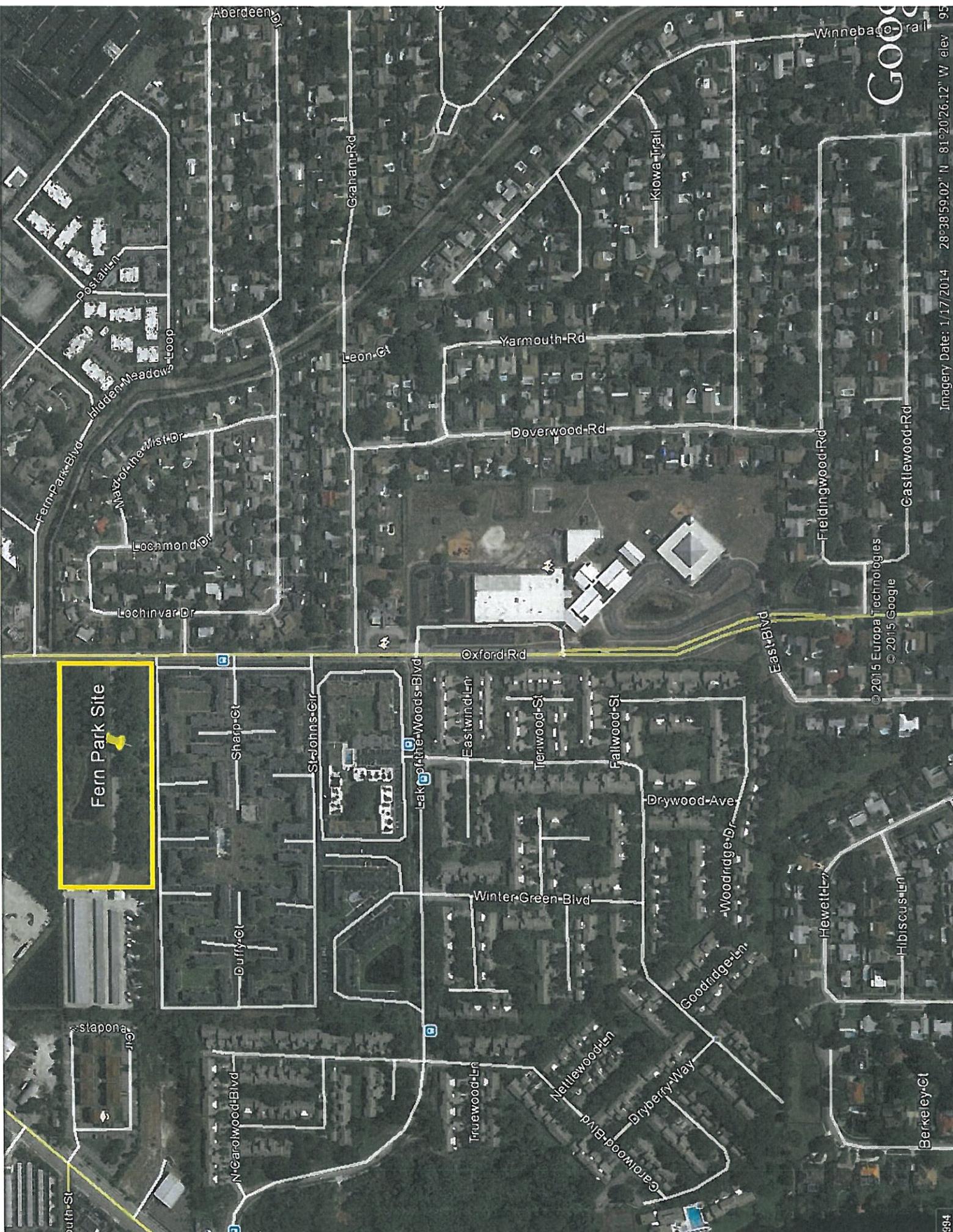
*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

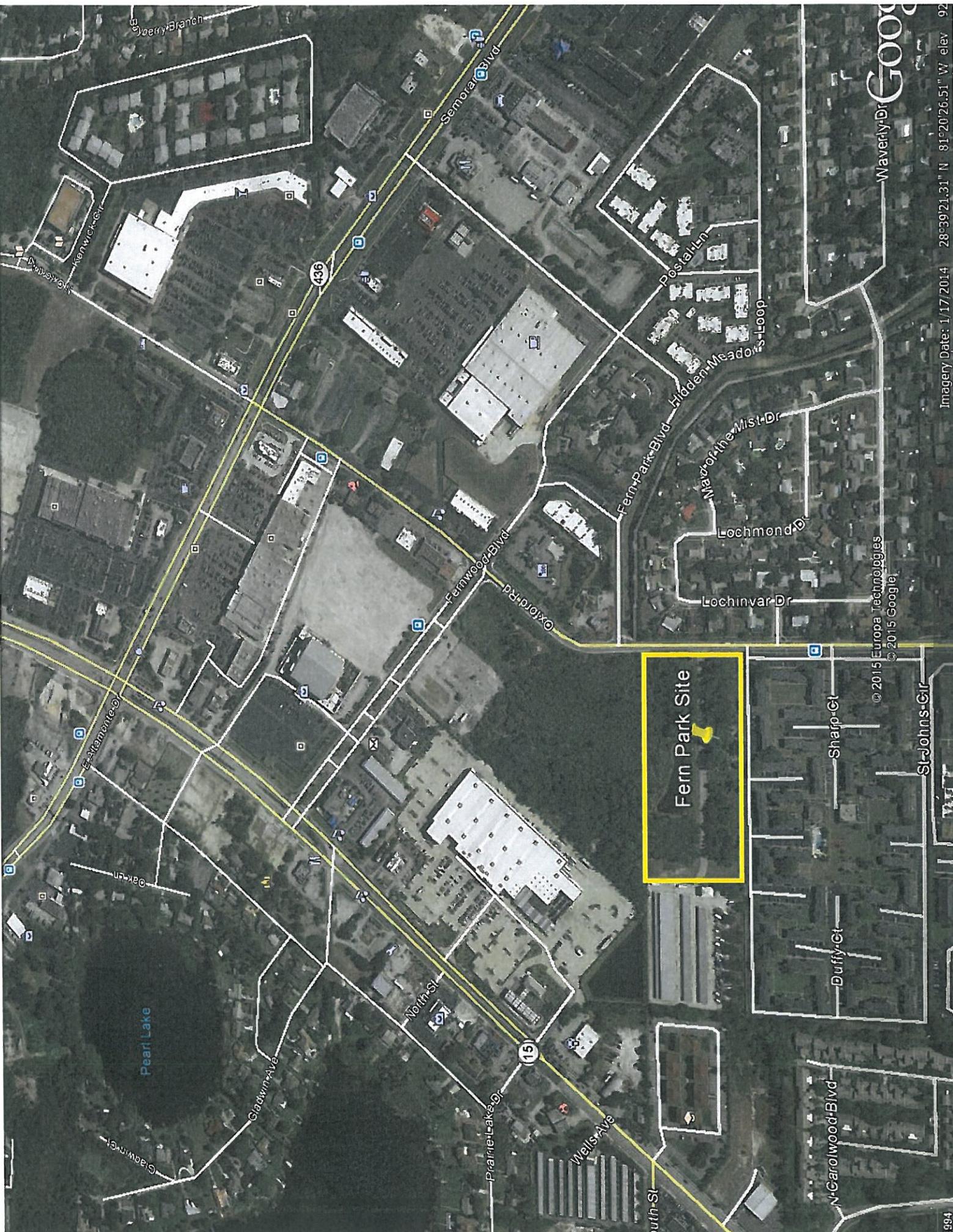
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



**Photos  
of  
Project Site**



Fern Park Site



Fern Park Site

GOOGLE

© 2015 Europa Technologies  
© 2015 Google

Imagery Date: 1/17/2014 28°39'21.31" N 81°20'26.51" W elev 92

1994



Fernwood Blvd

Oxford Rd

Fernwood

Lochmond Dr

Lochinvar Dr

Fern Park Site

St. Johns Cir

© 2015 Europa Technologies  
© 2015 Google

GOOGLE

Imagery Date: 1/17/2014 28°39'15.99" N 81°20'31.17" W elev 92

1994



the 1990s, the number of people in the world who are under 15 years of age has increased from 1.1 billion to 1.5 billion (UNEP 2000).

As a result of the increase in the number of children, the number of children in the world who are under 5 years of age has increased from 0.8 billion to 1.1 billion (UNEP 2000). This increase in the number of children has led to a corresponding increase in the number of children who are under 5 years of age who are malnourished. In 1990, 1.1 billion children were under 5 years of age, and 1.1 billion children were malnourished. In 2000, 1.5 billion children were under 5 years of age, and 1.1 billion children were malnourished (UNEP 2000).

The increase in the number of children who are malnourished has led to a corresponding increase in the number of children who are under 5 years of age who are malnourished. In 1990, 1.1 billion children were under 5 years of age, and 1.1 billion children were malnourished. In 2000, 1.5 billion children were under 5 years of age, and 1.1 billion children were malnourished (UNEP 2000).

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# Site Plan

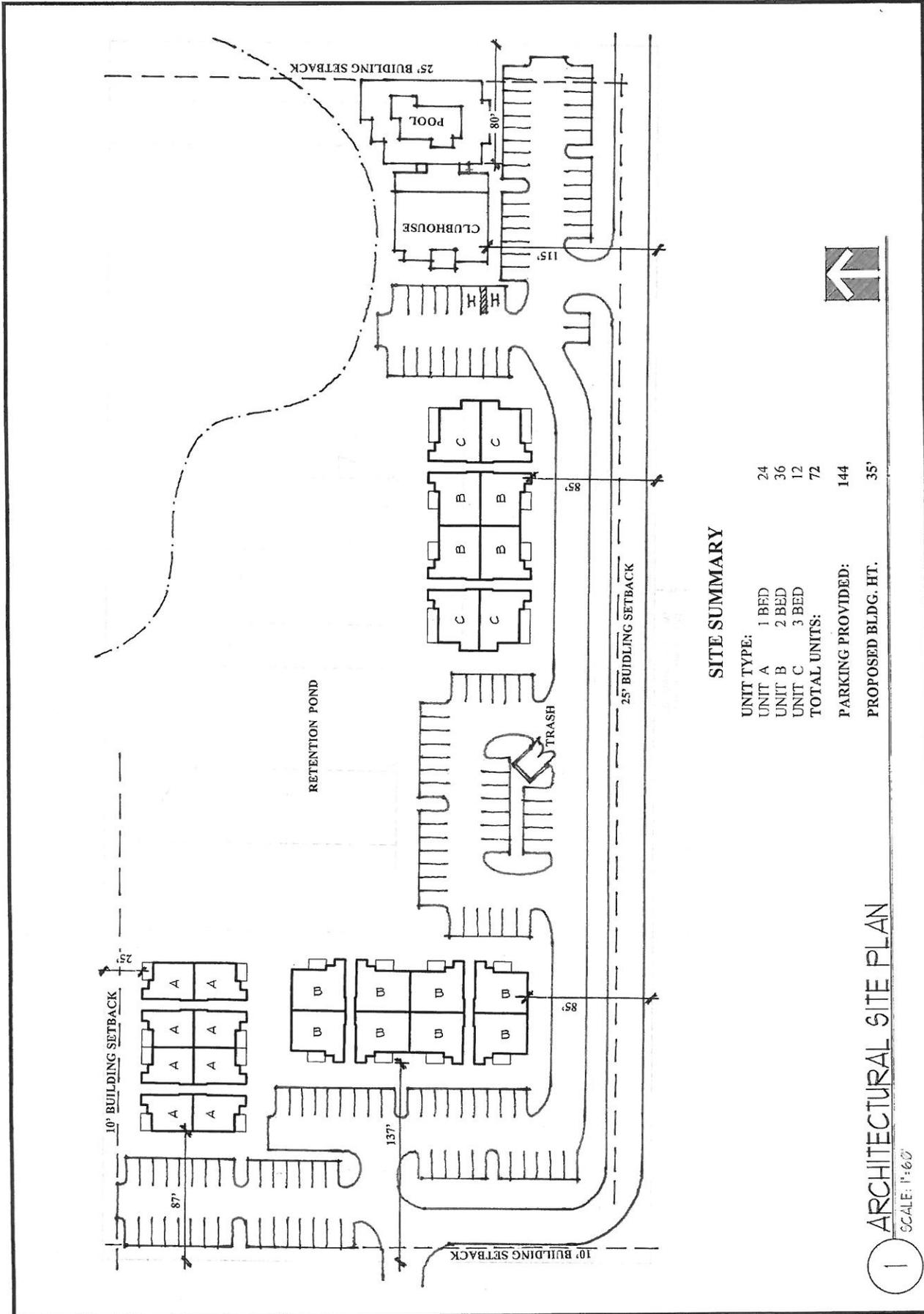
DATE	BY
01/15/2011	XXX-XXX
02/01/2011	XXX-XXX
03/01/2011	XXX-XXX
04/01/2011	XXX-XXX
05/01/2011	XXX-XXX
06/01/2011	XXX-XXX
07/01/2011	XXX-XXX
08/01/2011	XXX-XXX
09/01/2011	XXX-XXX
10/01/2011	XXX-XXX
11/01/2011	XXX-XXX
12/01/2011	XXX-XXX


  
**SLOCUM PLATTS ARCHITECTS, P.A.**
  
 670 NORTH OAKLAND AVENUE, SUITE 1201, MAITLAND, FL 32751
   
 TEL: (407) 645-2018 FAX: (407) 645-2711
   
 WWW.SLOCUMPLATTS.COM

FLORIDA
   
 BROMLEY SQUARE
   
 FERN PARK

DESIGN	XXX-XXX
CAD	XXX-XXX
CHECKED	XXX-XXX
DATE	01/15/2011
TITLE	ARCHITECTURAL SITE PLAN
SCALE	1"=60'
SHEET	1

ALL RIGHTS RESERVED. NO REPRODUCTION OR TRANSMISSION OF THESE DOCUMENTS WITHOUT THE EXPRESS WRITTEN CONSENT OF SLOCUM PLATTS ARCHITECTS, P.A. THE
   
 ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE PROJECT AS SHOWN ON THESE PLANS AND ELEVATIONS.



**SITE SUMMARY**

UNIT TYPE:		
UNIT A	1 BED	24
UNIT B	2 BED	36
UNIT C	3 BED	12
<b>TOTAL UNITS:</b>		<b>72</b>
<b>PARKING PROVIDED:</b>		<b>144</b>
<b>PROPOSED BLDG. HT.</b>		<b>35'</b>



**1 ARCHITECTURAL SITE PLAN**  
 SCALE: 1"=60'

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income. The text suggests that a consistent and thorough record-keeping system is essential for identifying trends and making informed decisions.

In addition, the document highlights the need for regular audits and reconciliations. By comparing the recorded transactions with bank statements and other external records, discrepancies can be identified and corrected promptly. This process helps to prevent errors from accumulating and ensures that the financial statements are accurate and reliable.

The second part of the document focuses on the analysis of the recorded data. It suggests that once the records are up-to-date, they should be reviewed to identify areas of strength and weakness. This might involve looking at profit margins, cash flow, and the overall financial health of the organization. The text encourages the use of various financial ratios and metrics to provide a comprehensive view of the company's performance.

Finally, the document concludes by emphasizing the importance of transparency and accountability. It states that all financial information should be clearly documented and accessible to the relevant stakeholders. This not only helps in building trust but also ensures that the organization is compliant with applicable laws and regulations.

# **Current Property Taxes**

2/10/2015 1:27:54 PM

**REAL ESTATE PROPERTY TAX SEARCH RESULTS**

Do not use this information for a title search. Current and historical legal descriptions may differ.  
2014 Tax Year Amount Due: \$9,219.52 if payment POSTMARKED by 02-28-2015

Parcel: 20-21-30-300-001L-0000

Tax Year: 2014

Tax Bill #: **124407**

Non-School Assessed Value: \$599,690

School Assessed Value: \$599,690

Gross Tax Amount: \$9,312.65

Millage Code: 04

Exemptions Granted: NO

Homestead: NO

Additional Exemptions: NO

Non-Ad Valorem Assessments: \*NONE\*

Owner & Mailing Address:  
OXFORD TERRACE PARTNERSHIP

230 OXFORD RD  
FERN PARK FL 32730

Property Address:  
OXFORD RD

Legal Description:

LEG SEC 20 TWP 21S RGE 30E BEG 7 FT  
W OF NE COR OF NW 1/4 OF NW 1/4 RUN  
W 831.85 FT S 372.38 FT E TO A PT S  
OF BEG N 372.38 FT TO BEG (LESS PT

Note: Property Appraiser's tax bill information amount shown does not include any non advalorem assessments.

Tax Status:

2014 Tax Year Amount Due: \$9,219.52 if payment POSTMARKED by 02-28-2015

**Information below reflects the 2014 tax bill discounted and gross amounts.**

NOV 30	DEC 31	JAN 31	FEB 28	MAR 31
\$8,940.14	\$9,033.27	\$9,126.40	\$9,219.52	\$9,312.65

Other Comments:

Prior Years Unpaid Delinquent Taxes:

\*NONE\*



**Florida Division of Corporations  
Good Standing Certificate**

# *State of Florida*

## *Department of State*

I certify from the records of this office that BROMLEY SQUARE, LTD. is a Limited Partnership or Limited Liability Limited Partnership organized under the laws of the State of Florida, filed on September 9, 2014.

The document number of this Limited Partnership is A14000000475.

I further certify said Limited Partnership has paid all filing fees due this office through December 31, 2014, and its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirteenth day of January,  
2015*



*Ken DeFuria*  
*Secretary of State*

Authentication ID: CU5458461924

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

<https://efile.sunbiz.org/certauthver.html>

The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur. It is essential to ensure that all entries are properly documented and supported by appropriate evidence.

In addition, the document emphasizes the need for regular reconciliation of accounts. This process involves comparing the company's internal records with the bank statements to identify any discrepancies. By doing so, potential errors or fraud can be detected and addressed promptly.

Furthermore, the document highlights the significance of maintaining up-to-date financial statements. These statements provide a clear and concise overview of the company's financial performance over a specific period. They are crucial for internal decision-making and for providing transparency to stakeholders.

Finally, the document stresses the importance of seeking professional advice when needed. Consulting with accountants or financial advisors can help ensure that the company's financial practices are in compliance with applicable laws and regulations. This can help minimize the risk of penalties and ensure the long-term success of the business.

In conclusion, the document provides a comprehensive overview of the key financial management practices that are essential for the success of any business. By following these guidelines, companies can ensure that their financial records are accurate, their accounts are properly reconciled, and their financial statements are up-to-date. This, in turn, can help improve the company's overall financial health and ensure its long-term success.

# Catalyst Project Narrative

## Catalyst Project Narrative

### US 17-92 CRA Redevelopment Grant

**Applicant: Bromley Square, Ltd.**

**Project: 72 New Construction Family Affordable Housing Units**

7.11 +/- acre site located at 230 Oxford Road, Fern Park

Parcel ID: 20-21-30-300-001L-0000

The applicant, Bromley Square, Ltd., is submitting this narrative as a portion of the grant application for the parcel identified above. The primary focus will be to quantify this site's characteristics as they align with the goals and requirements of the US 17-92 CRA in Seminole County, Florida. This property is wholly located within the US 17-92 CRA's redevelopment boundaries. The site is also within the County's long term Oxford Road Redevelopment Area. According to the July 14, 2014 *Oxford Road Long Range Redevelopment Plan*, Policy 7.3 reads:

*The County shall allow flexibility in design standards to **encourage investment** in the Overlay District. Reductions in standards, including, but not limited to parking requirements and setbacks shall be permitted for developers that meet other requirements of FLU Policy 5.15. These can include, but are not limited to, **energy efficient housing, provision of workforce housing, landscaping design, building design, and walkability aspects of design, to help establish a walkable, attractive streetscape.***

Applicant is proposing the development of 72 affordable housing units for the families of Seminole County. The site is appropriately zoned, and specifically meets many of the criteria outlined in the aforementioned Policy 7.3. This affordable housing proposal will be submitted for competitive tax credit funding to Florida Housing Finance Corporation (FHFC) in April 2015. Applicants for this specific tranche of tax credits must indicate that their site is located within a local government's redevelopment planning initiatives, which this site clearly is. The application to FHFC needs to be further strengthened by participation in the US 17-92 CRA Grant program for the reimbursement of specific hard costs associated with its development. The inclusion of this site in the US 17-92 CRA Grant program is critical to its funding likelihood.

As indicated by the attached map, this site borders several properties that have been identified as "catalyst sites" in the County's Redevelopment Master Plan and also in the US 17-92 CRA's exhibits. While this property is not immediately identified as a "catalyst site", its proximity to US 17-92 and other pre-determined "catalyst sites" make it an ideal candidate for this grant. As it pertains to being designated as a "Catalyst Project", the site's physical characteristics coupled with the proposed affordable housing development meets many of the County's stated criteria for designation as a "Catalyst Project". These include, but are not limited to the following:

1. Regional/Area Connectivity: This site is located less than ½ mile from the 436/17-92 intersection, which is one of the largest in Seminole County. As such, the intersection is currently undergoing the construction of an overpass that will expedite travel through the intersection and throughout the immediate area. It is important that the area surrounding this new flyover is developed in such a manner to encourage new residential and commercial opportunities. Connectivity to other areas of the County and region are easily accessible via US 17-92, 436, I-4, 427, Maitland Blvd, and also SunRail.
2. Availability to transit: The site is located less than ¼ mile from the Lynx Fern Park Superstop on Fernwood Blvd. ¼ mile is designated by many credible land planners as the "walkability shed",

which means that most people can easily walk to landmarks within that area. The Fern Park Superstop provides immediate boarding to busses that transverse Seminole and Orange Counties, as well as provide access to SunRail. The Altamonte Springs SunRail Station is just over 1 mile from the site, and a Lynx Bus from the Fern Park Superstop provides direct dropoff to this SunRail station. Once on SunRail, passengers can head North or South to various major employment centers, entertainment, shopping, etc. Healthcare access is also readily available from this site, as Lynx provides a bus stop at Florida Hospital Altamonte and SunRail provides a stop at the main campuses of Florida Hospital and Orlando Health along its scheduled route.

3. Ease of vehicular accessibility: The site is located on Oxford Road, which has been identified by the County and their *Oxford Road Long Range Redevelopment Plan* as a roadway that needs to be realigned and have potentially cleaner access to US 17-92. This site would border the proposed Oxford Road extension to US 17-92 immediately to the South. Residents of this affordable housing community will have access to US 17-92, 436, 427, and several other arterial roadways in a matter of minutes.
4. Proximity to public government buildings and/or centers: Access to Seminole County's governmental complex in Sanford is feasible using Lynx and SunRail. Access to Downtown Orlando and many other County and Regional Downtown districts is possible using this same method.
5. Existing Land Uses and Property Values: The site has a County FLU designation of "MXD", which is incorporated into the same zone as the current Jai-Alai property and the properties that border US 17-92 on both sides. Assemblage opportunity exists, but the main opportunity is to provide a permanent resident base to the immediate area that is seeking redevelopment and revitalization.
6. Proximity to employment centers: With this site's access to SunRail and various Lynx routes, employment hubs such as Downtown Orlando, Lake Mary, Winter Park, and Maitland are easily accessible, perhaps even without driving. In many cases, employees are being encouraged to take SunRail to work via corporate incentives.
7. Taxable Value and ROI: Currently, this site is vacant land and has an annual property tax bill of \$9,295. If our affordable housing community is funded and constructed, we estimate that the annual property taxes on the site would be \$40,000. However, the value of creating a high quality affordable housing community will pay dividends for years to the local community.
8. Job Creation: Although this project will only have 2-3 full time employees, multifamily housing typically provides a multiplier employment effect once occupied. That is to say that by having more residents in an immediate area, you are increasing the potential employment base for surrounding companies and neighborhood businesses.
9. Elimination of contamination and/or blight: While this site is not known to have any environmental concerns, developing the site to provide high quality affordable housing will be an immediate improvement to the area. Some existing multifamily projects in the area are older and in need of updates. Hopefully, the creation a newer multifamily product will encourage other owners to improve their existing apartment and commercial sites.
10. Improvement of Quality of Life for Seminole County Residents: Providing affordable housing for the residents of Seminole County has long been a major governmental initiative. Tax credit financing is the primary vehicle by which most of these projects are funded. In the last several tax credit allocation cycles, Seminole County has received funding on 2 new affordable housing complexes, but both of them cater only to seniors aged 55 and older. The vast majority of affordable housing for families in Seminole County is concentrated in the Northern portion of the County, in and around Sanford. By building this development in the Southern portion of the

County, an entirely new set of Seminole County residents will be provided with high quality, lower cost housing.

As the above information clearly demonstrates, this site and its intended use align with the US 17-92 CRA's core mission and objectives. The opportunity to incorporate infrastructure improvements such as utility upgrades and efficient stormwater planning exist with this raw site's pending development. Most importantly, the development of affordable multifamily housing on this site and within the US 17-92 CRA's boundaries provides the most important asset of all: residents. Concentrating the incoming population around the US 17-92 CRA's revitalized economic centers is of upmost importance. New residents will drive demand for new services, new businesses, and new amenities.

Although this site represents just a small fraction of what is likely to occur along the US 17-92 corridor in the coming years, its impact on the immediate area should be a microcosm of the overall redevelopment benefits for the entirety of the US 17-92 CRA.

