

**The Southside Historical Neighborhood Association (SHNA)
 & Eligible South TIFF District Home Owners Agreement for
 Administration of South Historic District Tax Increment Finance Fund
 Home Improvement Program (SHNA TIFF/HIP)**

Whereas, the City of Palatka Florida’s South Historic District, since 1983, has been listed on the National Register of Historic Places and is one of two historic residential neighborhoods in the city of Palatka (the City); and

Whereas, the South Historic District is bounded by the St. Johns River, Oak, S. 9th and Morris Streets and contains two hundred forty-three buildings most of which themselves have significant historic importance; and

Whereas, the Southside Historical Neighborhood Association (SHNA) is a tax exempt/non-profit organization founded by and for the residents of the South Historic District with a purpose to join together in the improvement of their historic neighborhood; and

Whereas, the South Historic District through the auspices of SHNA is an entity through which Tax Increment Finance Fund (TIFF) revenues may be distributed;

Therefore, this agreement is made and promulgated for use with eligible homeowners as follows:

1. **Purpose.** SHNA intends that TIF revenues shall be expended as part of the SHNA TIFF/HIP to property owners who have received notice of building code violations, historic preservation guideline violations or in need of exterior restoration such as **painting and roof repairs** as well the providing **of environmentally sound basic landscaping and/or curbside appeal improvements.**

2. **Available funds.** The TIF monies available for home improvement expenditures for any given year shall be determined by the SHNA.

3. **Eligibility for SHNA TIFF/HIP.** The following three criteria must be met by persons applying for the SHNA TIFF/HIP for the purposes listed in paragraph one (1) above:

(a) Applicant(s)’ South TIFF District property must constitute such person’s primary residence and applicant(s)’ must have resided there for at least one year prior to submitting a SHNA TIFF/HIP request

(b) The applicant’s adjusted gross annual income shall be no greater than the following amounts. Applicant(s) who exceed these income levels may be eligible for matching funds per the TIFF/HIP Amendment.

| <u>Individual(s) per household</u> | <u>adjusted gross income</u> |
|------------------------------------|------------------------------|
| (1) | \$25,400.00 |
| (2) | \$29,050.00 |
| (3) | \$32,650.00 |
| (4) | \$36,300.00 |
| (5) | \$39,200.00 |
| (6) | \$42,100.00 |
| (7) | \$45,000.00 |
| (8) | \$47,900.00 |

4. **Administration of SHNA TIFF/HIP.** Program will be supervised by an authorized SHNA representative. Homeowners approved for participation will receive direct funding from the

City of Palatka via SHNA TIFF/HIP funds. SHNA TIFF/HIP checks will be made out directly to the contractor for all repair costs due for performance of services at eligible properties and for materials used in improvement of same.

5. **Contractors and materials.** Each eligible homeowner must obtain three bids from the pool of licensed, local contractors who reside in the City of Palatka and/or Putnam County, Florida, one of whom will be awarded the job at such homeowner's property based upon factors of cost, competency and reputed skills as well as availability to complete necessary repairs in a timely fashion. All materials will be purchased from suppliers in and around the City of Palatka and/or Putnam County unless specific materials aren't available from local vendors. In the event of an unforeseen structural defect the contractor may request a modification of terms (not to exceed \$5000.00) to correct said deficiency.

6. **Applicable ordinances and guidelines.** All work completed under this program must comply with Florida Building Code and be in keeping with Historic Preservation guidelines.

7. **Holding period for owner's realization of SHNA TIFF/HIP assistance.** One of SHNA more important objectives in making South TIF District funds available to District homeowners is stabilization of the neighborhood. To that end, participants in the SHNA TIFF/HIP shall continue to occupy the premises for at least three years after completion of specified improvements. However if a homeowner sells said property to **unrelated person(s)** within a year of participation in SHNA TIFF/HIP the money shall be amortized for repayment of all funds and if the homeowner sells the home to **unrelated person(s)** within two years after participation there shall be a repayment of 50% of received monies and if sold to **unrelated person(s)** within the third year the homeowner will be responsible for 25% repayment of the received amount. **Please note this repayment requirement does not apply to Homeowner(s) who sell or transfer their property deed to a family member.**

8. **SHNA's assistance in eliminating fines and in working toward property tax relief for Code Compliance improvements.**

(a) **Fines:** SHNA will provide support to program participants before City boards when the homes are actively coming into compliance with historic preservation and building code requirements in an effort to reduce or eliminate monetary penalties.

(b) **Property tax:** SHNA will assist homeowners and/or make all reasonable efforts to persuade the City of Palatka (and the Putnam County Property Appraiser) to abate tax increases pursuant to a fair standard where such increases are attributable to code compliance improvements completed by reason of participation in SHNA TIFF/HIP.

9. **TIFF/HIP method of distribution.**

a) Homeowners with existing Code violations will be given first consideration on a first come first serve basis.

b) Homeowners with significant exterior home restoration needs will be considered next on a first come, first serve basis until annual maximum allocation of SHNA TIFF/HIP has been met.

Acceptance of Terms

Assurances are hereby given by the undersigned South TIFF District home owner that he or she has read the above Compact terms and further that the signature of the undersigned indicates full acceptance of all such terms as necessary conditions for receiving the benefits of participating in SHNA TIFF/HIP.

_____ Date

_____ South TIFF District Homeowner

_____ Date

_____ South TIFF District Homeowner

_____ Property Parcel Number

_____ Address

State of Florida
County of Putnam

The foregoing instrument was acknowledged before me this _____ day of _____ 20__, by

_____ (applicant(s)) who is/are known personally

or who has/have produced _____ as identification.

Type of Identification

(SEAL)

_____ Notary Public, Commission Number _____

Signature

_____ (Name of Notary typed, printed or stamped)

Total Project Cost (TIF funds): \$_____ Project Completion Date: _____

Rmc 6/22/09, 8/5/09, 10/28/09