



City Council Meeting
Temple Terrace, Florida
Tuesday, December 2, 2025
6:00 PM
City Hall Council Chambers

Agenda

1. Call to Order

2. Invocation

3. Pledge of Allegiance to the Flag

4. Historical Fact

5. Recognition and Proclamations

5.A. Citizen Award of Valor Presented to Jerome Sullivan

6. Presentations

7. Board Appointments

7.A. Hillsborough County Maritime Law Advisory Committee Appointment

8. Consideration of Minutes from Previous Meetings

8.A. Approval of the November 18, 2025 City Council Meeting Minutes.

9. Public Comment

Persons Wishing to Heard on Items on the Consent Agenda or Non-Agenda Items. (The public may comment on an agenda item during the public comment period for each agenda action item. There will be a 30-minute time limit for all public comment to be continued at the end of the meeting if more time is needed):

NOTE: A three-minute time limit will be imposed on ALL comments from the public, regardless of the subject matter. Individual members of the public who are present in the audience may designate in writing a representation spokesperson to speak on their behalf and thereby relinquish their time to that spokesperson. Thereafter, they may not be heard on the agenda item for which designation was made. The representative spokesperson shall be allowed to speak for 1 minute for each such designation up to a maximum of 10 minutes. Appropriate dress when appearing before the Mayor and City Council is appreciated. Cell phones must be silenced while in the Council Chambers.

10. Communications and Petitions

11. Consent Agenda

- 11.A. Resolution Approving the FY 25 Interlocal Funding Agreement to Fund Infrastructure Improvements Under the Community Development Block Grant Program

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN HILLSBOROUGH COUNTY AND THE CITY OF TEMPLE TERRACE TO FUND INFRASTRUCTURE IMPROVEMENTS UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$234,074.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING AN EFFECTIVE DATE.

- 11.B. Resolution Approving the Corrected Contract and Addendum With BS&A Software for ERP Implementation Services

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING THE CORRECTED IMPLEMENTATION SERVICES AND PURCHASING AGREEMENT BETWEEN THE CITY OF TEMPLE TERRACE AND BS&A SOFTWARE; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CORRECTED AGREEMENT; PROVIDING AN EFFECTIVE DATE.

12. Public Hearings, Ordinances, and Resolutions

- 12.A. Resolution Approving an Engagement Letter with Gray Robinson for Government Affairs Consulting Services

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING THE GOVERNMENT AFFAIRS CONSULTING SERVICES LETTER OF ENGAGEMENT WITH GRAY ROBINSON; AUTHORIZING THE CITY MANAGER TO EXECUTE THE LETTER OF ENGAGEMENT; PROVIDING AN EFFECTIVE DATE.

- 12.B. First Public Hearing and First Reading of an Ordinance Amending Sections 12-357 (Final Plat Review) and 12-354 (Preliminary Plat Review) of the Land Development Code

AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, AMENDING SECTIONS 12-357 AND 12-354 OF THE CITY CODE OF ORDINANCES; DESIGNATING THE CITY MANAGER AS THE ADMINISTRATIVE AUTHORITY FOR FINAL PLAT REVIEW; DESIGNATING THE CITY MANAGER AS THE ARBITER OF APPEALS FOR PRELIMINARY PLAT REVIEW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

- 12.C. First Public Hearing and First Reading of an Ordinance Amending the Capital Improvements Section of the City's Comprehensive Plan

AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, PROVIDING FOR THE ANNUAL MODIFICATION AND UPDATE TO THE CAPITAL IMPROVEMENTS SECTION OF THE 2040 COMPREHENSIVE PLAN FOR THE CITY OF TEMPLE TERRACE, PURSUANT TO CHAPTER

163, FLORIDA STATUTES, BY MODIFYING AND UPDATING THE FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FISCAL YEARS 2025-26 THROUGH 2029-30 AND INCORPORATING THE 10-YEAR LONG-TERM IMPROVEMENTS FOR THE MULTIMODAL TRANSPORTATION DISTRICT FOR 2026-2035 INTO THE SCHEDULE OF PROJECTS WHICH INCORPORATES BY REFERENCE, PER THE COMPREHENSIVE PLAN CAP POLICY 1.5.13, HILLSBOROUGH COUNTY TRANSPORTATION PLANNING ORGANIZATION'S (TPO) TRANSPORTATION IMPROVEMENT PROGRAM (TIP), HILLSBOROUGH AREA REGIONAL TRANSIT'S TRANSIT DEVELOPMENT PLAN (HART'S TDP) AND HILLSBOROUGH COUNTY PUBLIC SCHOOLS FACILITIES WORK PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

- 12.D. First Reading of an Ordinance Creating Short-Term Rental Requirements
AN ORDINANCE OF THE CITY COUNCIL OF TEMPLE TERRACE, FL,
CREATING DIVISION 3 OF ARTICLE IV, CHAPTER 8, OF THE TEMPLE
TERRACE CODE OF ORDINANCES, ENTITLED "SHORT-TERM
RENTALS;" PROVIDING DEFINITIONS; ESTABLISHING A CERTIFICATE
OF USE PROGRAM FOR SHORT-TERM RENTAL PROPERTIES;
PROVIDING FOR INSPECTIONS OF SHORT-TERM RENTAL
PROPERTIES TO ENSURE CONSISTENCY WITH THE FLORIDA
BUILDING CODE AND FLORIDA FIRE PREVENTION CODE; PROVIDING
FOR SHORT-TERM RENTAL PROPERTY ADVERTISING
REQUIREMENTS; PROVIDING PROVISIONS FOR THE REGULATION OF
OCCUPANCY OF SHORT-TERM RENTAL PROPERTIES; PROVIDING
PARKING REGULATIONS FOR SHORT-TERM RENTAL PROPERTIES;
PROVIDING FOR PENALTIES FOR NONCOMPLIANCE; PROVIDING FOR
SEVERABILITY; PROVIDING FOR INCLUSION IN CHAPTER 8 OF THE
CODE OF ORDINANCES WHICH GOVERNS BUILDINGS AND FIRE
PREVENTION; PROVIDING FOR SCRIVENER'S ERRORS; AND
PROVIDING AN EFFECTIVE DATE.**

13. Council Business

14. New Business and Board Reports

15. City Manager's Report

- 15.A. Report on the City's Due Diligence Regarding the Courtside Group, LLC's
"Blazin' Paddles Sports Hub" Proposal for 8901 N. 56th Street**

16. City Attorney's Report

**17. Persons Wishing to be Heard on Items NOT Listed on the Agenda (continued
if necessary):**

Americans for Disabilities Act

The City of Temple Terrace is committed to making our website accessible to all users, including those with disabilities. While we strive to adhere to the accepted guidelines and standards for

accessibility and usability, it is not always possible as it relates to attachments on the agenda that don't meet Federal standards for Americans with Disabilities Act (ADA) compliance. Please call the City Clerk's office at (813) 506-6440 for information on how to access these documents.

Adjournment

The Temple Terrace City Council meets the first and third Tuesday of each month and the meetings held at City Hall are broadcast "live" on Spectrum Channel 641 and Frontier Channel 39, beginning at 6:00 p.m. A rebroadcast of the latest meeting (or a taped version of the meeting if held at locations other than City Hall) can be seen on Wednesday and Friday at 2:00 p.m. and on Monday and Thursday at 7:00 p.m. Please be advised that there may be a scheduling delay in the rebroadcast of meetings held in locations other than City Hall, such as the Lightfoot Center, to allow time for the camera footage to be reformatted for broadcast. Meetings can also be viewed on the City's official YouTube channel at <https://youtube.com/user/cityoftempleterrace>.

Minutes of the City Council meetings can be obtained from the City Clerk's office. The meetings are recorded, but the minutes are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

Persons who wish to appeal any decision made by the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose 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 based.

In accordance with Section 282.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 p.m. two business days prior to the meeting.

Item Cover Page

City Council Item Report

Date: December 2, 2025
From: Sheila Powers, Executive Assistant
Item Type: Recognitions/Proclamations
Subject: Citizen Award of Valor Presented to Jerome Sullivan
Presenter: Andy Ross, Mayor

Recommendation:

Discussion:

In recognition of his bravery and courage in the prevention of a serious crime, Jerome Sullivan is being presented with a Citizen Award of Valor.

Resolution/Ordinance Information:

Appropriation Code:

Requirements:

Cost:

Attachments:

1. Citizen Award of Valor Summary -Jerome Sullivan
2. 2025 Citizen Award of Valor-Jerome Sullivan



Rob Staley
Chief of Police

Temple Terrace Police Department

**11250 North 56th Street
Temple Terrace, Florida 33617
813-506-6500
www.templeterrace.gov**

On October 14, 2025, at approximately 1406 hours, Mr. Jerome Sullivan demonstrated extraordinary courage and selflessness while intervening in a violent attack on a young woman along North 56th Street.

Mr. Sullivan was driving in the area when he observed a male physically assaulting a 19-year-old female victim. Without hesitation or regard for his own safety, Mr. Sullivan stopped his vehicle, exited, and ran toward the suspect, who was on top of the victim attempting to remove her clothing. Mr. Sullivan forcibly knocked the suspect off the victim, ending the assault and preventing further harm.

Following the intervention, Mr. Sullivan transported the victim to the Hillsborough County Sheriff's Office to report the crime, facilitating immediate law enforcement action. His quick thinking and bravery directly contributed to the preservation of the victim's life and wellbeing.

The suspect was later identified through security footage and apprehended by members of the Temple Terrace Police Department with assistance from the Hillsborough County Sheriff's Office.

Mr. Sullivan's decisive actions reflect the highest ideals of courage and community responsibility. He acted with no personal motive and at great personal risk to protect another citizen from imminent harm.

For these reasons, I respectfully recommend Mr. Jerome Sullivan for the Citizen Award of Valor, to be presented with both a certificate and award in recognition of his courageous and selfless actions.

Chief Rob Staley

Temple Terrace Police Department

Citizen Award of Valor

Given this 2nd day of December 2025

Presented to

Jerome Sullivan

In recognition of his

Bravery and Courage in the Prevention of a Serious Crime

On October 14, 2025, Mr. Jerome Sullivan demonstrated extraordinary courage and selflessness while intervening in a violent attack on a young woman along North 56th Street.

Mr. Sullivan was driving in the area when he observed a male physically assaulting a 19-year-old female victim. Without hesitation or regard for his own safety, Mr. Sullivan stopped his vehicle, exited, and ran toward the suspect, who was assaulting the young woman. Mr. Sullivan forcibly knocked the suspect off the victim, ending the assault and preventing further harm.

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Mayor Andy Ross

Chief Rob Staley

Item Cover Page

City Council Item Report

Date: December 2, 2025
From: Margaret Persell, Administrative Assistant III
Item Type: Board Appointments
Subject: Hillsborough County Maritime Law Advisory Committee Appointment
Presenter: Andy Ross, Mayor

Recommendation:

Consideration of one appointment to the Hillsborough County Maritime Law Advisory Committee to fill a vacancy for a term extending from December 2, 2025 until December 2, 2027.

Discussion:

There is one vacancy on the Hillsborough County Maritime Law Advisory Committee for a term extending from December 2, 2025 until December 2, 2027. According to the City Council policy, this opportunity for service was broadcast on the City's webpage and the electronic board in the City Hall lobby.

The City received one application from Grant Parra.

Resolution/Ordinance Information:

Appropriation Code:

Requirements:

Motion

Cost:

Attachments:

1. Grant Parra Application - Hillsborough County Maritime Law Advisory Committee



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

Your Service to the City is earnestly solicited. Service on a Board or Committee provides citizens with an opportunity to help shape policy and direction for the City of Temple Terrace.

Please check Boards/Committees for which you wish to be considered:

- | | |
|--|---|
| ☐ Bicycle/Pedestrian Advisory Committee | ☐ Planning Commission |
| ☐ Board of Adjustment | ☐ Hillsborough County Electrical Board of Adjustment |
| ☐ Library Board | ☐ Hillsborough County Historical Advisory Council |
| ☐ Parking Enforcement Hearing Officer | ☒ Hillsborough County Maritime Law Advisory Committee |
| ☐ Municipal Code Enforcement Board | ☐ Hillsborough County Mechanical Board of Adjustment |
| ☐ River Watch Task Force | ☐ Hillsborough County Plumbing Board of Adjustment |
| ☐ School Support Committee | ☐ Hillsborough County River Technical Advisory Committee |
| ☐ Hillsborough County Building Board of Adjustment | ☐ MPO Citizens Advisory Committee |
| ☐ Hillsborough County Bicycle/Pedestrian Advisory Committee | |
| ☐ Hillsborough County City County | |

Application is for:

- ☒ New Appointment
- ☐ If you currently serve on a City Board or Committee, please state which Board(s):

- ☒ Have you previously served on a City Board or Committee (if yes, include years you served)?
- Bicycle/Pedestrian Advisory Committee ALTERNATE

PERSONAL CONTACT INFORMATION:

Name: GRANT E-mail Address: GRANTPARRA@MAC.COM

Residential Address: 604 COURTNEY DR Temple Terrace

Telephone Number: _____ Cell Number: 8134040145

EMPLOYMENT:

Employer: BLACKWATER GUIDE SERVICE How Long: 3 YEARS

Title/Occupation: CAPTAIN

Work Phone Number: 8134040145

Professional Qualifications and/or Work Experience:

CHARTER CAPTIAN

Other Qualifications: Briefly describe any specific expertise and/or abilities that would pertain to your service on a City Board or Committee:

I AM ON THE RIVER 2-3 TIMES A WEEK

Community Activities/Memberships:

Educational Background:

AS DEGREE

Indicate reasons for desiring to serve:

HAVE BEEN ASKED TO SERVE BY THE MARINE UNIT.

How long have you been a resident of Temple Terrace? 12 YEARS

Florida Statute Section 760.80 requires the City of Temple Terrace to maintain and report the following information:

☐ Race: WHITE

☐ Gender: MALE

☐ Disability: _____

☐ Prefer not to say: _____

A resume or separate sheet with additional information may be included.

If the Applicant is not appointed at the next City Council meeting scheduled for the purpose of making appointments, this application will be retained on file for six months.

ACKNOWLEDGEMENT:

By filing this application with the City of Temple Terrace, I do hereby acknowledge the following:

- 1) This application when completed is a public record and open to public inspection.
- 2) Florida Law requires that members of certain Boards file a financial disclosure form. I consent to the filing of the State Form, Statement of Financial Interest (Form 1), if required by law for the position.
- 3) If appointed, I agree to faithfully, impartially and fully perform the duties of my office, will make every endeavor to serve my full term, and will comply with all laws or ordinances of the City, County, and State of Florida, particularly the Florida Sunshine Law.

Signature: _____

Date: 10/28/25

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Lynda Sader, City Clerk

Item Type: Minutes

Subject: Approval of the November 18, 2025 City Council Meeting Minutes.

Presenter:

Recommendation:

Discussion:

Resolution/Ordinance Information:

Appropriation Code:

Requirements:

Cost:

Attachments:

1. 11-18-2025 Council Regular Minutes

**CITY OF TEMPLE TERRACE, FLORIDA
CITY COUNCIL MEETING MINUTES**

Having been duly advertised as required by law, the regular meeting of the Mayor and City Council of the City of Temple Terrace, Florida, was held on Tuesday, November 18, 2025, in the Council Chambers at City Hall.

Present were: Mayor Andy Ross, Council Members James Chambers, Alison Fernandez, Gil Schisler and Erik Kravets, Assistant City Manager Antonio Nazario, City Clerk Lynda Sader, and City Attorney Ernest Mueller.

Absent was: None.

Also present were: Police Chief Rob Staley, Leisure Services Director Karl Langefeld, Finance Director Jim Ingram, Community Development Director Greg Pauley, Code Compliance Director Jack Shanks, Public Works Director Jason Warrenfeltz, Fire Chief Ian Kemp, Deputy City Attorney Nicole Donnell and several others.

There being a quorum present, Mayor Ross called the meeting to order at 6:00 p.m., led the invocation, and the Pledge of Allegiance to the Flag.

4. Historical Fact

Mayor Ross presented the following Historical Fact:

In this centennial year, we've spent a lot of time focusing on the origins of our city. Bertha Palmer in 1925, the beautiful old Mediterranean homes and the golf course and the whole era of the orange trees. We have pictures of the 1920s all around City Hall and the library, but it's important to remember that a lot of things that transformed the city happened over a period of 100 years.

We didn't go from the 1920s to the 2020s, we had a whole lot of time in between. Some really transformative things happened in the 80s. One of the most transformative things that happened in the City of Temple Terrace in its entire 100-year history was the annexation and development of Telecom Park.

The property that the Telecom Park is on is 361 acres and it was annexed by the City of Temple Terrace in 1985. Three people particularly worked on this and really brought this to fruition. One of them was Tom Mortenson, who's still a Temple Terrace citizen. Back then, he was the zoning director and also the first redevelopment director that the City ever had. With him was the city engineer Paul Tomasino, who many of us know. Paul Tomasino recently passed, but he and his

wife, Cheryl, who was here not long ago, owned several properties, but most recently, they owned the historic home at Ridgedale and Bullard that recently sold for the pediatric clinic.

The third one was the city attorney at the time, Ted Taub. This annexation of that property, which was nothing back then, was undeveloped, and Morse Bridge Road didn't go where it goes now, in the old days before I-75 was built, Morris Bridge Road took a little different route.

And these men had the vision to annex this property, which they accomplished.

In 1985, that single annexation was the largest annexation that had been done in 57 years. It was the largest single annexation in city history other than one other city. The city was formed originally, and this doubled the geographic size of the city in one stroke, and it tripled the tax base. Within three years, it tripled the tax income of the city.

It is not known why, but they called it Tampa Telecom Park. And still is. It can only be assumed that when they did that, it was, so people would know where it was. Because it is a state recognized department of regional impact, a DRI and so it is a state, recognized project.

We can only imagine that's why they called it Tampa Telecom, but it's not in Tampa. For those of us who have lived here in this area for a while, the 70s and 80s were a huge, time of change in Hillsborough County.

In the 80s, the city of Tampa annexed what is now New Tampa. They don't call it New Tampa anymore because it's not so new. Instead, they now call it Tampa Palms and Hunters Green.

Back then it was New Tampa and they annexed the 24 square miles. In those days, Tampa didn't go north of Fowler Avenue, it was the northern boundary of Tampa. They got to New Tampa by annexing through USF campus and up that way to what's now Bruce B Downs.

Back then, it was just 30th Street and up the 30th Street corridor, and that's how they got there. Because it has to be contiguous, they annexed the campus of USF. For those that have been here a while, that corridor was renamed to Bruce B Downs.

It became this whole new city of 24 square miles and there was nothing up there, just woods. People would take their cars up to the 30th Street Extension, which was just near where Dunderbak's is now, where the road straightens out and it goes straight for miles. Rumor has it, they had a quarter of a mile marked off, and that on weekend nights, that was the spot to go and race cars because there were no cross streets. If anybody was coming down from Pasco County, you could see them coming for eight miles, because there's just a street, there's no cross streets, there's nothing up there.

The teenagers would drive up and down and make sure there weren't any alligators on the roads or anything like that, and then they would set up and somebody would start the race, like the

movies. They would drag race and come back, and then the next cars would move up and drag race and come back.

In 1988, Tampa annexed that, and a couple of interesting things happened. One is the Port Tampa police officer who got assigned to that zone was cut off from the rest of the police because USF had its own police force. They were up there, blocked off from the rest of the TPD.

All other officers were down south of Fowler. The Sheriff's office checked in on this person because they're up there with absolutely nothing to do. When something happened, there was no backup or nobody to come.

The point is that in the 70s and 80s, a lot of stuff happened around here, not just in the 20s, the Buccaneers, the Rowdies, the Tampa International Airport opened in the 70s. Carrollwood Village was built in the 70s. Three major malls, University Square Mall, Eastlake Square Mall, Tampa Bay Mall was built in the 70s.

A lot of stuff happened in the 70s and 80s and it was really exciting times. If you go decade by decade, you don't have to go back to the 20s. It's cool to go back to the 20s, but you can actually talk to people that are old enough to remember the 70s and 80s.

5. Recognition and Proclamations

5.A. Employee of the Month - October

Mayor Ross introduced Joe Munoz and recognized him as the City Employee of the Month for October. Joe is a wonderful asset to the City and he has made many improvements in the operation of the Sanitation Division. He is also a great leader and continually fosters a positive culture through supporting his team and celebrating their successes.

Since his arrival, Joe has eagerly and diligently embraced both the strengths and challenges of his job and has made the Sanitation Division well respected in the community. In fact, he has done so much to elevate the image of the division that residents regularly call to compliment Joe and his team.

Joe has great ideas and has aggressively pursued new accounts and is continually looking for ways to improve the Sanitation Division. He has remarkable organizational skills which he uses to fine-tune efficiency. Joe is also the ultimate team player and his office door is always open. He encourages his drivers to communicate with him and their concerns are heard and acted upon which has increased morale in the division since Joe's arrival. Joe also takes great pride in promoting Sanitation whenever possible, from overseeing the servicing of day-to-day residential

and commercial customers to making sure Sanitation has a favorable visible presence at City events such as Touch A Truck and the July 4th parade. Congratulations to Joe for being selected as the October Employee of the Month.

Joe Munoz thanked the City Council, City leadership and noted this award truly belongs to the City Sanitation team.

6. Presentations-

NOTE: Item number 6.A. presentation was not presented. The City Attorney Mueller stated the presenters will be at the December 16, 2025 meeting.

6.A. Capital Improvement Section Schedule of Projects Update for FY26-FY30

7. Board Appointments - None

8. Consideration of Minutes from Previous Meetings:

8.A. Approval of the November 4, 2025 City Council meeting minutes

Upon motion of Council Member Chambers, seconded by Council Member Fernandez, unanimously carried, the **MINUTES** of November 4, 2025, City Council Meeting were **APPROVED** as presented.

9. Public Comment (Persons Wishing to be Heard on Items NOT Listed on the Agenda or Items on the Consent Agenda)

[Mayor Ross stated the process for Public Comments.]

Charles Loeb wished all a Happy Thanksgiving, noted the upcoming Library Book Sale and the donations to food banks.

Kelly Noel spoke about speed humps and submitted her petition for speed humps on Shirley Drive.

[Mayor Ross verified there were no other public comment requests and closed the public comments section.]

10. Communications and Petitions: None.

11. Consent Agenda:

NOTE: Assistant City Manager Nazario stated item number 11.B. was removed from the Consent Agenda.

- A. Resolution Approving the Purchase of Two Six Inch Portable Pumps from Tradewinds Power Corp**
- B. Resolution Approving the Purchase of a Sidewalk Grinder [removed from the Agenda]**
- C. Resolution Approving a Change Order with Applied Sciences Consulting, Inc. for Continued Owner's Representative Services for the Wind Retrofit and HMGP Grant Administration at Fire Stations No. 1 and 2**
- D. Resolution Approving the Expenditure of \$182,573 to Duval Ford for a 2026 Ford F550 Regular Cab and Wachs Valve Exerciser**
- E. Resolution Adopting a Social Media Policy for City Council Members**

With item number 11.B. being removed from the consent agenda and not considered for action, Upon motion by Vice Mayor Schisler, seconded by Council Member Chambers and unanimously carried, **RESOLUTION, 11A and 11C– 11E** were **ADOPTED** by consent, as follows:

RESOLUTION 139-25, Adopted a resolution and approved the Purchase of Two Six Inch Portable Pumps from Tradewinds Power Corp.

RESOLUTION 140-25, Adopted a resolution and approved a Change Order with Applied Sciences Consulting, Inc. for Continued Owner's Representative Services for the Wind Retrofit and HMGP Grant Administration at Fire Stations No. 1 and 2.

RESOLUTION 141-25, Adopted a resolution and approved the Expenditure of \$182,573 to Duval Ford for a 2026 Ford F550 Regular Cab and Wachs Valve Exerciser.

RESOLUTION 142-25, Adopted a resolution and approved a Social Media Policy for City Council Members.

12. Public Hearings, Ordinances, and Resolutions:

A. Resolution Approving the Expenditure of \$67,387.34 to Engineered Coatings Solutions, LLC for the Fowler Avenue Manhole Sewer Pipe Lining Project

Public Works Director Jason Warrenfeltz stated this is a resolution authorizing the expenditure of \$67,387.34 to Engineered Coatings Solutions, LLC for the Fowler Avenue Manhole pipelining project spanning from N Riverhills Drive east to Ridgedale Road. This work is designed to rehabilitate aging infrastructure, reduce infiltration and extend the service life of the sewer system, manholes along this corridor. It is important to note that this project is being completed as part of an agreement between the Hillsborough County Environmental Protection Commission and the City. This project is one of three that will be presented this evening as per the agreement. Under that agreement, certain improvements may be counted as in-kind projects, reducing what would otherwise be a larger civil penalty. Therefore, completing this lining project not only improves our utilities infrastructure, but also represents a cost effective compliance measure for the City. Funding for this project will come from the Water and Sewer Utilities Fund.

Council Member Fernandez asked if this is the result of work on Fowler Avenue because of storm damage and other issues and is it a project we needed to do as part of our rehabilitation to make sure that our system is running effectively.

Mr. Warrenfeltz stated this is new work to offset the civil penalty that will allow them to do other work in the future. This was not part of budget process for anticipated capital expenditures this year. This particular project is just the lining of the manholes, and could provide up to fifty years of additional life to these manhole structures. The manholes should not have to be touched for future projects.

Upon motion by Vice Mayor Schisler, seconded by Council Member Fernandez. **RESOLUTION 143-25, ADOPTED** and approved the expenditure of \$67,387.34 to Engineered Coatings Solutions, LLC for the Fowler Avenue Manhole Sewer Pipelining Project. **Vote** on the motion being: Mayor Ross and Council Members Chambers, Fernandez, Kravets, and Schisler voting "aye," no "nay."

B. Resolution Authorizing the expenditure of \$81,044 for the Purchase of a Blue Star Power Systems Diesel Generator and a Sleeve Plug combination from Mid Florida Diesel

Public Works Director Jason Warrenfeltz noted this is for the purchase of a Blue Star Power Systems diesel generator, with a sleeve plug combination from Mid Florida Diesel in the amount of \$81,044. This generator will provide the necessary backup power, capacity for our utilities

infrastructure, improving system reliability during outages, and ensuring continuity of wastewater services. He noted that this purchase is being carried out as part of the City's agreement with the Hillsborough County Environmental Protection Commission. This is project number two of three, that is represented in that agreement. Under this agreement, capital projects can be completed as in-kind, which would offset this larger civil penalty. The generator purchase therefore supports both operational resiliency and regulatory compliance. Funding for this purchase will come from the Water and Sewer Fund.

Upon motion by Council Member Chambers, seconded by Vice Mayor Schisler, **RESOLUTION 144-25**, was **ADOPTED**, authorizing the expenditure of \$81,044 to Mid Florida Diesel for the purchase of a Blue Star Power Systems Diesel Generator and a Sleeve Plug combination, to be paid for out of Water and Sewer Fund. **Vote** on the motion being: Mayor Ross and Council Members Chambers, Fernandez, Kravets, and Schisler voting "aye," no "nay."

C. Resolution Approving the Expenditure of \$34,750 to Vortex Service for the West River CIPP Lining Project

Public Works Director Jason Warrenfeltz stated this resolution is requesting approval and expenditure of \$34,750 for Vortex Service for West River sewer pipelining project. This project will rehabilitate a section of sewer line, to reduce infiltration, extend the overall reliability and lifespan of the existing infrastructure. This project is part of the City's agreement with the Hillsborough County Environmental Protection Commission. This is project three of three that is presented as part of that agreement. Under the agreement, the infrastructure qualifies for as in-kind projects to offset the larger civil penalty. Completing the pipelining supports compliance requirements and the overall longevity of the sewer system. Funding will come from the Water and Sewer Fund; Water and Sewer Renew and Replacement Fund.

Vice Mayor Schisler asked what the time frame is for completing this project.

Mr. Warrenfeltz noted if approved, he would have the dates for the lining projects by the end of the week, and with the generator lead time, he anticipated it to be completely installed in early spring. He noted the lining projects should be complete by the end of the calendar year.

Upon motion by Council Member Fernandez, seconded by Vice Mayor Schisler, **RESOLUTION 145-25**, was **ADOPTED**, approving the expenditure of \$34,750 to Vortex Service for the West River CIPP Lining Project. **Vote** on the motion being: Mayor Ross, Council Members Chambers, Fernandez, Kravets and Schisler voting "aye", no "nay".

D. Resolution Approving Final Site Plan SPR-25-06 for Dunkin Donuts located at 5302 E. Busch Blvd

Senior Planner Alyssa Livingstone stated this is for the consideration of approval for the final site plan SPR-25-06 for Dunkin Donuts, located at 5302 East Busch Boulevard. The property is 0.32 acres in size and is zoned as Commercial General. The site is located within the Downtown Community Redevelopment Area. The applicant seeks to demolish the existing structure. The proposed project involves the redevelopment of a quick service restaurant into a 1570 square foot drive through only restaurant. The property is positioned with commercial plaza to the north, package store to the south, quick service restaurant to the east and a bank to the west. There are 12 on-site parking spaces provided. This includes one accessible ADA parking space. The parking lot is to the north and the east of the site. The proposed pedestrian access points are to the south and east of the site. The proposed pickup window is on the south side of the building and runs parallel to Busch Boulevard. Two CRA waivers were requested. The first waiver is from section 12-291, subsection (b)(9). With regard to the building line setback being ten feet, the proposal is requesting a setback of 29.9ft to allow for a drive through lane and traffic flow on the site. The second CRA waiver is from section 12-294, subsection (a)(4) for parking areas, loading areas and parking requirements. This section also regulates the placement of drive through windows, which would normally be on the side and the rear of the buildings. However, due to site layout, the developer proposes the drive through window at the front. The proposed enhanced landscaping can mitigate this impact. There are five conditions with this approval. These include standard conditions regarding date stamp on plans and Land development code language. Building elevations are bound by those included in the approved plan. Final approval is contingent upon the applicant's strict compliance with all Florida Department of Transportation (FDOT) requirements for the access point on Busch Boulevard. If FDOT determines that this direct exit contributes to a significant increase in crashes, the applicant is obligated to modify and remove the direct connection permanently. The plan will expire per section 12-380 of the Land Development Code. Where standards are not specified, the city's LDC standards or current code standards will apply.

Niko Apostoleus thanked the Council and stated that his family has had this location since 1973. He noted the drive through is an extremely important part of their business today, and walk-ins have decreased. He stated they think the drive through is the future for their business.

Council Member Fernandez asked why the layout for the drive through cannot be on the north side of the building, why recommending to granting the waiver.

Applicant, Patricia Ortiz, stated the location of the drive through window on the primary frontage of the building allows queuing distance since the entrance is from Busch Boulevard. This is

needed because the lot is short, it's longer than it is deep. The site is too compromised in regard to size to flip the building orientation.

Vice Mayor Schisler asked if walk ups will be allowed or if outside seating was planned.

Ms. Ortiz stated that walk-ins will be allowed but there will be no seating and no outside seating is planned at this time.

Upon motion by Council Member Fernandez, seconded by Council Member Kravets, **RESOLUTION 146-25**, was **ADOPTED**, approving Final Site Plan SPR-25-06 for Dunkin' Donuts, located at 5302 E. Busch Blvd with waivers as outlined by City staff.

[amended the motion with waivers and seconded.]

Vote on the motion being: Mayor Ross, Council Members Chambers, Fernandez, Kravets and Schisler voting "aye", no "nay".

E. Resolution Approving the Final Fiscal Year 2025 Budget Amendment

Finance Director James Ingram stated at the conclusion of Fiscal Year 2025, there were several expenditures and revenues not included in the City of Temple Terrace's adopted or mid-year amended budget. Section 166.241(8), Florida Statutes, allows the governing body of each municipality to amend a budget within 60 days following the end of the fiscal year to account for such expenditures with matching unbudgeted revenues. Unbudgeted revenues may include a portion or all revenues exceeding the budgeted amount for Fiscal Year 2025. Exhibit 1 contains a list of all budget adjustments. Exhibit 2 provides detail for final General Fund budget adjustments for FEMA reimbursements due to Hurricane Milton expenditures; Exhibit 3 provides detail for final Water & Sewer Utilities budget adjustments for FEMA reimbursements due to Hurricane Milton expenditures.

General Fund Budget adjustments:

Public Emergency Medical Transport (PEMT) service expenditures and Managed Care Organization (MCO), to supplement Medicaid, matching revenues of \$24,501

4th of July Parade expenditures and matching sponsor and donation revenues of \$7,010

HR Wellness event and matching CIGNA Wellness revenue of \$8,700

Property insurance claims expenditures and matching insurance proceed revenues of \$8,000.

Police Overtime for State Pedestrian and Bicycle Safety (PDBIKE) program and matching State grants revenue of \$11,272

Friends of the Library expenditures and matching donation revenue of \$9,281

EMS equipment expenditure and 100% matching grant from the State of Florida for \$39,000

Transfer from General Fund of land sale proceeds to the Water and Sewer Fund, as approved by Council Resolution 52-25, dated May 20, 2025, for \$1,316,813.

Personnel, Operating, and Capital expenditures associated with Hurricane Milton and anticipated FEMA reimbursements of \$1,297,558.

Other Funds:

Expenditures for CRA garbage cans and matching TIF reserves revenue of \$4,558

Personnel, Operating, and Capital expenditures associated with Hurricane Milton and anticipated FEMA reimbursements for the following funds:

Building Fund at \$6,164

Water and Sewer Utilities Fund at \$233,380

Renewal and Replacement Fund at \$1,823,457

Sewer Improvement Fund at \$982,433

Sanitation Fund at \$38,415

Fleet Fund at \$4,399

Council Member Fernandez asked if the City has received the FEMA funds.

Mr. Ingram stated the City has not but per our auditor, the City can include the expected revenues in our budget. The City is not allowed to book them as revenue until they are actually obligated. They do anticipate that the City will be reimbursed by FEMA.

Upon motion by Vice Mayor Schisler, seconded by Council Member Chambers, **RESOLUTION 147-25**, was **ADOPTED**, approving the final Fiscal Year 2025 Budget Amendment. **Vote** on the motion being: Mayor Ross, Council Members Chambers, Fernandez, Kravets and Schisler voting “aye”, no “nay”.

13. Council Business: None

14. New Business and Board Reports:

Council Member Kravets noted the speed humps issue at Shirley Drive that was brought forth during the public comments. He stated when he had walked that street a couple weeks ago, there are about twenty-one households there and he spoke to about a third of them and they were in support of speed humps there. He stated he would like the process to be moved forward for a speed hump on Shirley Drive, knowing the first step in the process is to do a traffic study.

Council Member Kravets **Moved to Instruct** City staff to initiate a traffic study on Shirley Drive to evaluate the installation of speed humps there.

Council Member Kravets stated that it was his proposal to try and move that issue ahead. Roads and traffic are important to people because they know that cars can be very dangerous and they want to feel comfortable in their neighborhoods.

Council Member Fernandez asked about the process of neighborhoods requesting speed humps and stated she did not think we could skip the steps of the process.

Assistant City Manager Antonio Nazario stated that the City does have a policy and asked Public Works Director Jason Warrenfeltz to speak about this topic.

Mayor Ross noted that he was aware that the Council did still have a motion by Council Member Kravets. (waiting on a second)

Mr. Warrenfeltz stated the policy 2023-08 is the speed hump policy for the city. It does have some requirements that have to be met prior to kicking off the speed hump study. The first is the petition. It has to be verified that more than 50% of the residents along the street have signed the petition and then it goes into a traffic study. It'll go through engineering for the process of evaluation of where the speed humps can be placed. There are requirements as far as driveways and intersections. Engineering must go through the process of evaluating where we can put them and what makes it safe, safe for the traffic flow. So with the petition, it's provided to the engineering department then that kicks off the process.

Council Member Kravets noted, "That is the motion, to go to the next step."

Mayor Ross asked what Ms. Noel had provided to the Clerk and asked the Clerk to share with Mr. Warrenfeltz and also the City Attorney.

Mr. Warrenfeltz stated that he would need to verify if the petition met the 50% of residents that live on that street. Seeing addresses on the petition that are not listed as "Shirley Drive", it would need further evaluation.

Council Member Kravets stated the Council created the speed hump policy to structure the process for creating speed humps in the City, so the Council can also dispense with it in an individual case, and he is suggesting that in this situation. With others that do not live on Shirley signing the petition, it shows others do support the speed humps on Shirley because the traffic that's driving through there affects other parts of that area as well. He stated he can personally confirm that because he also canvased the side streets there. That whole area is really affected by through traffic. He would like to see the Council legislate for residents so that they're protected from people who are using that as a thoroughfare. He noted that Ms. Noel had already provided the petition and regardless of the verification, there is support for speed humps there and the traffic study is a very reasonable next step.

City Attorney Mueller noted that he has counted 11 households on Shirley Drive, he recommended to follow the policy at this time and see if the 50% threshold is met, and follow-up to determine whether that petition given to us tonight would fulfill the first step of the process or not. Staff could then reach back out, either way, and let them know if they needed more signatures or if it would move to the traffic study.

With the Motion on the floor, Mayor Ross asked for a second, but first Council Member Kravets restated the motion:

Council Member Kravets **Restated, to Instruct** staff to initiate a traffic study on Shirley Drive to evaluate the installation of speed bumps there. Seconded by Council Member Fernandez.

Council Member Fernandez stated she is not opposed to this project but thinks it's important to work through the process that we have established. She wants consistency.

Assistant City Manager Nazario stated he plans on getting with the City Manager to discuss the petition and follow back up with the resident so that we provide her with the response. He noted that staff would like to look at the petition to see if there is a way to move forward through the City's normal guided process, but if the Council decides to move forward with Council Member Kravets' motion, that is a decision for the Council.

Vice Mayor Schisler noted that the City has a policy that works and the first step was taken tonight with the submission of the petition and the policy should just be followed.

Council Member Chambers stated he agreed with Vice Mayor Schisler and feels a motion is not needed at this time.

Mayor Ross stated there was a time in the City that decisions were made on the fly, well intended, but with different answers. He stated the Council has spent 4 years trying to go with rules,

policies, and stay consistent. They want the City to apply the rules consistently. The City still has some work to do, but they should be consistent.

City Attorney Mueller noted that unofficially, the first step has been met on the petition received tonight.

Mayor Ross noted it would therefore move to the second step then.

Council Member Kravets **Amended his Motion**, subject to the 50%, to instruct staff to continue with the traffic study, be approved by unanimous consent, because they all agree that that step has been met, so there's no reason to hold it up. That will be the most expeditious way of moving this forward so that there's no additional delay.

Council Member Fernandez noted theoretically, a motion is not needed.

Mayor Ross agreed, no motion is needed, stating, because it is already a policy.

Council Member Fernandez, therefore **Seconded the motion**.

Council Member Kravets asked if anyone Objects.

Council Member Fernandez then stated she is not doing anything, because the process exists and a motion is not needed in her opinion to move through the process.

Council Member Kravets stated he made a motion for unanimous consent, which had a second, which means that the only way to stop it from passing now is for someone to say that they object. Otherwise, it passes and then it's settled.

Mayor Ross **objected**.

Mayor Ross then asked for an explanation of what happened to the vote being taken.

Council Member Kravets then stated "**Motion** for unanimous consent has **now failed** because he objected to installing speed bumps and moving it to the next step in this process."

Mayor Ross stated it would still move to the next step per policy.

City Attorney Mueller stated that he has been advised that it will move forward.

Council Member Kravets asked when there would be an update.

Assistant City Manager Nazario stated he would meet with the City Manager upon his return and provide an update to the Council with a tentative start date of the next step of the process.

Mayor Ross noted a regional discussion of the proposed MPO merger of the three counties was held in Clearwater. There was a good turnout of elected representatives from all three counties and it is moving forward. Then, at the Tourism Development Council, there was discussion and a presentation, and were asked to give tourism development tax money towards the design. It's called the Fieldhouse project at MOSI, part of the MOSI redevelopment, an indoor sports complex. He provided many more details of the plans.

Council Member Kravets noted issues with fence repairs. He noted after the hurricane there were waivers for permits. He noted a three-fence panel rule and stated the process for repairing a fence. He stated all should be treated equally.

Council Member Kravets **Moved to Instruct** staff to apply the statute on the \$1,000 exemption for repairs, straightforwardly and cleanly and without this other interpretation layer to fence repairs in the same way that it's applied to all the other different things that it applies to, and that we not use a fictitious calculation for, materials and labor so that we apply a more onerous standard like we do now to fences.

Mayor Ross asked for a second. (twice). Seeing none, the motion **Dies for a Lack** of a second.

Council Member Kravets presented a board report of the Affordable Housing Committee meeting and noted accessory dwelling units' information.

Mayor Ross commented on the process of bringing items to the Council and providing pages of emails or documents on the dais without time to review, have staff review and present on the topic but expecting to make a motion and have a decision immediately. He stated it may make perfect sense and may be a good idea, but without time for Council to review, it is not a good idea. The Council needs to have dialogue with the City Manager and staff and sometimes presentations, before motions are dropped on the Council. The Council are not closed to different ideas, it just needs to be presented in a different process.

Council Member Kravets made a statement about the process he has tried to follow and feels the rules are not being applied the way they ought to be. He noted the meeting of May 6, 2025 in which he filed a formal protest.

15. **City Manager's Report:**

Assistant City Manager Nazario noted that since not all members are available to physically attend a workshop on Riverside Park in December, staff is now looking for dates in early 2026.

Mayor Ross stated it would be smart to read the dates off and all open their calendars and to work to get this scheduled since it has already been rescheduled three or four times.

Assistant City Manager Nazario stated the dates of Tuesday, January 6, Thursday, January 8, Monday, January 12, Thursday, January 15, Tuesday, January 20, or Thursday, January 22.

Council Member Kravets stated he would respond to that in text or by email later, after he had a chance to check his calendar more comprehensively. Noting the other dates previously, he stated he had conflicts with those.

Vice Mayor Schisler stated he is available on almost any of those dates.

Council Member Chambers noted he is good on the 6, 8, 12, and the 15. He stated he might not be available the next two dates noted, possibly having something that week, but is good for the first four days.

Council Member Fernandez noted she will schedule around the date that is chosen.

Council Member Kravets stated he will have a date tomorrow and will check his calendar and will email it.

Assistant City Manager Nazario continued his report, noting that the Marketing Department has a presentation and asked Mary Bates to present.

15.A. Marketing Campaign Presentation

Marketing and Communications Specialist Mary Bates stated she is here to propose a marketing initiative that would begin in January of 2026, if approved. Over the past few years, the marketing team, the Centennial Committee, as well as the Leisure Services department have played a huge role in celebrating 100 years of Temple Terrace through our signature event, River Jam, to community murals, as well as limited edition merchandise. They've been highlighting our history; they've been highlighting our residents and our milestones. As the celebration comes to a close, one question kept coming to mind for the marketing department and that is, what's next? The City has honored our past and now it's time to look forward and carry the City into a new era, especially as we embark on 2026. It is the perfect time to introduce a transition piece, to reintroduce ourselves with a fresh, modern look about who we are and where we're going. She was proud to share a tagline and an initiative that honors our legacy and the future of Temple Terrace. "Celebrate What's Next" is a reflection of where we are and where we're going. Every

element of this campaign was designed with intention. The roundness and the leaf are a nod to our roots with the temple orange. The leaf also represents nature and sustainability as we are a tree city. The egret on the bottom right, which is commonly found by the Hillsborough River, also represents prosperity and good fortune, which we hope to bring into the next 100 years.

They want to reiterate why the city needs something like this. It's because we want to refrain from "Now What" fatigue? Think about the holidays. If you celebrate Thanksgiving, Christmas, and then on New Year's Day, all the decorations come down and there's that feeling of what now, we want to show that the celebration didn't end.

They hope to introduce a visual refresh, one with more energy. She pointed out that these colors are exclusive to this initiative. They will not be replacing the colors in our current brand guideline. They are simply meant to expand our color palette, similar to how the Centennial branding was done. These will primarily be used across campaign materials, social media, videos, and promotional graphics. This logo is also adaptable. They want this campaign to be visible where residents interact every day. They've created mockups showing how the campaign would appear on LED signs, banners, posters, and more. Because even if you aren't on social media, they still want this campaign to be visible to you.

To introduce "Celebrate What's Next", they want to start with a cinematic launch video that would be made in-house by the marketing department. It'll begin with looking back, showcasing some of the footage we took from events this year, as well as our milestones, and then it'll transition into what we're celebrating now. Our growth, our new developments, and our community today. This will be rolled out on all marketing platforms beginning in January 2026. She wanted to make it clear that this campaign is built for longevity. It's not just for January 2026 to keep this message alive beyond its debut, we'll create a video series as well as an article series that will continue to highlight growth and progress across Temple Terrace. For example, a video called What's Next in Public Safety, where we highlight the new public safety complex on Harney Road. What's next in parks and recreation? Highlighting the Riverside Park revitalization again, showing residents that there's always something to celebrate in our city, past the Centennial. This campaign is personal. Celebrate What's Next has two sides. We have the city with our projects and our progress, but we also have our residents, their stories, their milestones and achievements, both big and small. We want our residents to feel included. We have over 27,000 residents in this campaign. Campaign tells them that your story counts here.

Along with this, they would like to do a roll out of merchandise. They have some mockups of those that can serve as conversation starters and visible signs of community spirit. Merchandise will be available at community events and tabling opportunities, such as the Temple Terrace Uptown Business Expo on March 2. They will also be used for giveaways, contests and employee

engagement. So, what is the goal here? First is modern communication. They want clean graphics, unified branding and using language that tells our story with clarity and confidence. Second, they want our residents to be curious, curious about what's happening, what's changing, and what's possible, leading to more engagement. Overall, they want them to talk about it with their friends and family because curiosity drives connection, and connection drives community.

Which lead her to the third point, which is connection in our city. Temple Terrace is special and in this campaign gives us a way to spotlight that. Our goal is to see a 10 to 15% increase in engagement tied to campaign promotion, and an overall increase in positive sentiment with words like community and connection showing up more in our feedback. Once our community embraces this campaign, they want to shift towards regional recognition. This means using refreshed campaign branding and economic development materials, business recruitment and city outreach. The goal is to establish Temple Terrace as a vibrant, forward-thinking community. One to watch in the Tampa Bay area.

16. City Attorney's Report:

City Attorney Mueller reported on a couple of lien reductions. Property at 6006 Soaring Avenue, which was found in violation of, "failure to have a sanitation account". The property owners were taking the trash out to the street. The City was picking it up, but property owners never opened an account, and there became delinquent charges. The MCEB heard the case and imposed a \$25 a day fine that would start on January 1 of 2024 and continue to accrue until the account was opened and delinquent charges were paid. The account was finally opened on August 9, 2024, at which time the lien had accrued to \$5,525. Subsequently, the property went into foreclosure, but the property owner sold via a short sale, so our lien survived. During that short sale, they asked for lien reduction. It had accrued to \$5,525. The lien was reduced to \$1,000 plus the cost of \$140, so \$1,140 was collected.

He noted the property at 104 Holland Avenue, in 2017, the elderly property owners were found in violation of having an inoperable motor vehicle in their driveway. The MCEB had imposed a \$50 a day fine, and the inoperable vehicle remained in the driveway until earlier this year, when the property owners' children came to care for those parents and they learned of the lien. The family acted immediately by correcting the violation, along with taking care of a lot of other maintenance issues on the property. In light of all the circumstances, the elderly couple, the medical issues, the lien was also reduced to \$1,000 plus city costs of \$140, for a total of \$1,140.

Council Member Kravets noted an additional item for New Business. This is from the Bicycle and Pedestrian Advisory Committee, and they've made a request to meet monthly instead of bimonthly with meetings, the third Thursday of those months. This would begin in January.

Upon motion by Council Member Kravets, seconded by Council Member Chambers, **RESOLUTION 148-25(m), APPROVED** to Direct Staff to prepare a Resolution to allow The Bicycle/Pedestrian Advisory Committee to meet monthly, with an effective date of January 2026, and bring the resolution to the City Council within the next three months. **Vote** on the motion being: Mayor Ross and Council Members Chambers, Fernandez, Schisler and Kravets voting “aye,” no “nay.”

17. [if additional comments] - None

Adjournment:

Meeting adjourned at 7:46 p.m.

X

Andrew R. Ross
Mayor

X

Gil Schisler
Vice Mayor

X

James Chambers
Council Member

X

Alison Fernandez
Council Member

X

Erik Kravets
Council Member

Attest:

X

Lynda Sader
City Clerk

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Jennifer Newman, Assistant Finance Director

Item Type: Resolution - Agreement/Contract

Subject: Resolution Approving the FY 25 Interlocal Funding Agreement to Fund Infrastructure Improvements Under the Community Development Block Grant Program

Presenter: Jennifer Newman, Assistant Finance Director

Recommendation:

Staff recommends approval of Resolution of the Interlocal Funding Agreement FY 25 with Hillsborough County BOCC.

Discussion:

To retain access to the City's share of Community Development Block Grant (CDBG) Program funds, an Interlocal Agreement with Hillsborough County is provided for Council approval. The Interlocal Agreement shall commence upon execution by both parties and shall remain in full force and effect until March 31, 2027. The funding for this project must be expended by December 31, 2026 and any funds not expended under this Agreement must be returned to the County to be reprogrammed into the County's CDBG budget.

Funds made available through this agreement are utilized to provide benefit to low- and moderate-income persons. The City received its allocation of CDBG funding through the County as part of the County's entitlement grant through the Department of Housing and Urban Development.

The Scope of Work for the expenditure of project funds include relocating water meters to the front roadway side of the properties identified below. The water main(s) will be upsized from the existing four (4) inch pipe to a six (6) inch pipe size. The Scope of Work will also include construction of the new water main(s), service lines, and other incidentals.

The subject properties will be located between 9801 N. 54th Street through 9812 N. 54th Street at the following addresses:

- 9801 N. 54th St, Temple Terrace
- 9802 N. 54th St, Temple Terrace

- 9803 N. 54th St, Temple Terrace
- 9804 N. 54th St, Temple Terrace
- 9805 N. 54th St, Temple Terrace
- 9806 N. 54th St, Temple Terrace
- 9807 N. 54th St, Temple Terrace
- 9808 N. 54th St, Temple Terrace
- 9809 N. 54th St, Temple Terrace
- 9810 N. 54th St, Temple Terrace
- 9811 N. 54th St, Temple Terrace
- 9812 N. 54th St, Temple Terrace

The County will reimburse the City for all eligible sidewalk, ditch maintenance, pavement markings and water improvement expenses in an amount not to exceed \$234,074.00.

Resolution/Ordinance Information:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN HILLSBOROUGH COUNTY AND THE CITY OF TEMPLE TERRACE TO FUND INFRASTRUCTURE IMPROVEMENTS UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$234,074.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING AN EFFECTIVE DATE.

Appropriation Code:

Requirements:

Resolution

Cost:

Attachments:

1. Resolution
2. City of Temple Terrace CDBG Agreement

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF TEMPLE TERRACE AND HILLSBOROUGH COUNTY TO FUND INFRASTRUCTURE IMPROVEMENTS UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$234,074.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING AN EFFECTIVE DATE.

Whereas, in order to retain access to the City's share of Community Development Block Grant (CDBG) Program funds, an Interlocal Agreement with Hillsborough County must be approved by the City; and

Whereas, the Interlocal Agreement shall commence upon execution by both parties and shall remain in full force and effect until March 31, 2027; and

Whereas, the funding for this project must be expended by December 31, 2026 with any funds not expended under this Agreement being returned to the County to be reprogrammed into the County's CDBG budget; and

Whereas, funds made available through this agreement are utilized to provide benefit to low- and moderate-income persons; and

Whereas, the City received its allocation of CDBG funding through the County as part of the County's entitlement grant through the Department of Housing and Urban Development; and

Whereas, the County will reimburse the City for relocating water meters to the front roadway side of properties identified in the scope of work, along with water main(s) being upsized from the existing four (4) inch pipe to a six (6) inch pipe size and the construction of new water mains(s), service lines, and other incidentals in an amount not to exceed \$234,074.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, THAT:

1. The Interlocal Agreement between the City of Temple Terrace and Hillsborough County to fund infrastructure improvements under the Community Development Block Grant (CDBG) Program, in an amount not to exceed \$234,074.00, attached hereto as Exhibit 1, is approved.
2. The City Manager is authorized to execute the agreement.
3. This Resolution shall become effective immediately upon adoption.

Passed and adopted by the City Council of the City of Temple Terrace, Florida, this 2nd day of December, 2025.

(Corporate Seal)



X

Andrew Ross, Mayor
Chair of the City Council

Attest:

X

Lynda Sader
City Clerk

**CITY OF TEMPLE TERRACE
INTERLOCAL FUNDING AGREEMENT
FY 25**

AN INTERLOCAL FUNDING AGREEMENT BETWEEN HILLSBOROUGH COUNTY AND THE CITY OF TEMPLE TERRACE TO FUND INFRASTRUCTURE IMPROVEMENTS UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, IN AN AMOUNT NOT TO EXCEED \$234,074.

THIS INTERLOCAL COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING AGREEMENT (“Agreement”), entered into with an effective date of _____, 2025, by and between Hillsborough County, a political subdivision of the State of Florida (the “County”), with a mailing address of, 601 East Kennedy Boulevard, Tampa, Florida 33602, and the City of Temple Terrace, a municipal corporation organized and existing under the laws of the State of Florida (the “Subrecipient”), with a mailing address of 11250 N 56th Street, Temple Terrace, FL 33617.

WHEREAS, the County has made application and entered into a contract with the United States Department of Housing and Urban Development, hereinafter referred to as “HUD”, for the provision to the County of Community Development Block Grant (“CDBG”) funds pursuant to Title I of the Housing and Community Development Act of 1974, as amended, (the “Act”), and 24 CFR Part 570 (the “Regulations”); and

WHEREAS, pursuant to that application, the County is undertaking certain activities to develop and sustain viable communities, to provide decent housing, a suitable living environment and to expand economic opportunities principally for person and households of low and moderate income, as fully described in the County’s adopted Consolidated Planning Document, and the Regulations; and

WHEREAS, the Subrecipient is eligible to receive, and desires to receive, CDBG funds from the County for eligible infrastructure improvements within designated low to moderate income areas, as more particularly noted in Exhibit A, hereafter referred to as the “Project” or “Program”; and

WHEREAS, Section 163.01, Florida Statutes, authorizes local governmental units to cooperate and make the most effective use of their powers and resources; and

WHEREAS, the provision of infrastructure improvements is an eligible activity for which CDBG funds may be used pursuant to 24 CFR §570.201(c) and meets the national objective of benefiting low- and -moderate income clientele.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained herein, the parties hereto agree as follows:

The following attached documents are hereby incorporated hereto into this Agreement:

Exhibit A	Scope of Service and Use of Funds
Exhibit B	Request for Payment
Exhibit B-1	Monthly Project Performance Report
Exhibit B-2	Salary and Benefits
Exhibit B-3	Employee Timesheet
Exhibit C	Insurance Requirements
Exhibit D	Quarterly Progress Report

Exhibit E	Expenditure Schedule
Exhibit F	Street Improvement Map
Exhibit G	Subaward Agreement/Federal Award Identification
Exhibit H	Federally Required Subaward Information
Exhibit I	BABA Preference Certification
Exhibit J	BABA Subrecipient Final Certification
Exhibit K	Affidavit of Compliance

The parties are bound by the attached documents as if the text of these documents were written verbatim into this Agreement. The Agreement and the attached documents are intended to supplement and complement each other and shall, where possible, be so interpreted.

ARTICLE I. SCOPE OF SERVICE AND USE OF CDBG FUNDS

- a. The foregoing recitals are true and correct and incorporated herein by reference.
- b. The Subrecipient shall carry out, or cause to be carried out, the work described in **Exhibit A** attached hereto and made part hereof.
- c. All work shall be completed in compliance with all applicable Hillsborough County Codes and Ordinances and in a satisfactory and proper manner as determined by the County. Such services shall be performed, except as otherwise stated herein, persons or instrumentalities solely under the domain and control of the Subrecipient.
- d. The Subrecipient shall comply with such other terms and conditions, including record keeping and reports for program monitoring and evaluation purposes, as may be established by the County or by HUD for the purpose of carrying out the Program in an effective and efficient manner.
- e. The Subrecipient shall comply with the requirements of the Housing and Community Development Act of 1974, as amended, all CDBG program requirements, 24 CFR Part 570, and all other regulations governing the use of these funds, whether set forth herein or not, and any amendments or revisions thereto which shall become effective during the term of this Agreement. In addition, Subrecipient shall abide by any and all other applicable federal or state laws, rules, regulations, HUD guidance and policies governing the funds provided under this Agreement, whether presently existing or hereafter promulgated.
- f. The Subrecipient has primary responsibility to market the program. The Subrecipient will affirmatively market the Program without regard to race, color, national origin, sex, religion, familial status, marital status, or disability.
- g. The Subrecipient shall maintain such records and accounts, including program records; project records; financial records; program administration records; equal opportunity and fair housing records; affirmative marketing records; records demonstrating compliance with the income determination requirements of 24 CFR Part 570; recordkeeping requirements of 24 CFR §570.506; records demonstrating compliance with the requirements of 24 CFR Part 570 regarding displacement, relocation and real property acquisition; records demonstrating compliance with the labor requirements of Davis-Bacon and Related Acts; records demonstrating compliance with the lead-based paint requirements of 24 CFR §570.608; records supporting exceptions to the conflict of interest prohibition pursuant to 24 CFR §570.611; debarment and suspension certifications required by 24 CFR §570.609, which requires compliance with 2 CFR Part 5 and 2 CFR Part 2424; and any

other records as are deemed necessary by the County to assure a proper accounting and monitoring of all CDBG funds.

- h. The Subrecipient shall procure all material, property, or services in accordance with state and local requirements and the requirements of 2 CFR § 200.318- §200.326.
- i. Subrecipient shall ensure that economic opportunities most importantly employment, generated by certain HUD financial assistance shall be directed to low – and very-low-income persons, particularly those who are recipients of government assistance for housing or residents of the community in which the Federal assistance is spent, per 24 CFR Part 75.

ARTICLE II. PERIOD OF AGREEMENT AND EFFECTIVE DATE

The funding for this project must be expended by **December 31, 2026**. This Agreement shall commence upon execution by both parties and shall remain in full force and effect until **March 31, 2027**. A one-time extension of the expenditure and expiration deadline of up to 180 days may be granted by the Director of County's Affordable Housing Services Department if requested in writing by the Subrecipient prior to existing expenditure deadline. To be eligible for this extension, the Subrecipient must demonstrate to the satisfaction of the Director that the Project is progressing at a rate such that completion is achievable within the extended expenditure period. Any funds not expended under this Agreement must be returned to the County to be reprogrammed into the County's CDBG budget.

ARTICLE III. CONSIDERATION AND PAYMENT

For its performance under this Agreement, the Subrecipient will receive CDBG funds from the County in an amount not to exceed **TWO HUNDRED THIRTY-FOUR THOUSAND SEVENTY-FOUR and NO/100 Dollars (\$234,074.00)**. Payment for services shall be limited to the scope described in Exhibit A. All funds provided to the Subrecipient pursuant to this agreement are hereinafter referred to as Grant Funds.

ARTICLE IV. CANCELLATION OF AGREEMENT

Except as otherwise provided herein, this Agreement may be cancelled by either party for convenience in accordance with the provisions in Appendix II to 2 CFR Part 200, 2 CFR §200.339-340. Either party will be required to provide thirty (30) days advance written notice to the other at its address specified herein.

ARTICLE V. DEFAULT AND TERMINATION FOR NON-PERFORMANCE

- a. A default shall consist of any use of CDBG Funds for a purpose other than as authorized by this Agreement, noncompliance with any provision of any Article herein, any material breach of the Agreement, failure to comply with the audit requirements as provided in **Article XVI**, or failure to expend CDBG Funds in a timely or proper manner.
- b. Upon the occurrence of any such default, the County shall serve due notice to the Subrecipient, at which time the Subrecipient shall have a reasonable opportunity to respond and cure. For purposes of this Agreement, a reasonable opportunity to respond and cure and default shall be ten (10) business days from receipt by the Subrecipient of the County's written notice of such default, hereinafter referred to as the "Cure Period". If the default is not cured to the satisfaction of the County, the County shall have the right, in its sole discretion, to take the following action(s):

1. Upon a written request from Subrecipient setting forth a reasonable basis to support the need for an additional Cure Period, the County may grant an additional Cure Period by written acknowledgement thereof; or
 2. Terminate this Agreement by written notice thereof; or
 3. Take such other action as provided in 2 CFR §200.339, including but not limited to: temporarily withhold cash payments pending correction of the deficiency by the Subrecipient; disallow all or part of the cost of the activity or action not in compliance; wholly or partly suspend or terminate the current award for the Subrecipient's Program; withhold further awards for the Program or take other remedies that may be legally available. The enforcement remedies identified in this Article, including suspension and termination do not preclude the Subrecipient from being subject to "Debarment and Suspension" under 2 CFR Part 180.
- c. Costs resulting from obligations incurred by the Subrecipient during a suspension or after termination of an award are not allowable unless the County expressly authorizes them in the notice of suspension or termination or subsequently. Other Subrecipient cost during suspension or after termination which are necessary and not reasonably avoidable are allowed if:
1. The costs result from obligations which were properly incurred by the Subrecipient before the effective date of suspension or termination, and are not in anticipation of it, and in the case of a termination, are noncancelable, and,
 2. The costs would be allowed if the award were not suspended or expired normally at the end of the funding period in which the termination takes effect.
- d. Consistent with Article **XXXVI. ESTOPPEL AND WAIVER** herein, no delay or omission by County and/or HUD in exercising any right or remedy available to it under this Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any Subrecipient default.

ARTICLE VI. ADDITIONAL RIGHTS AND REMEDIES

Nothing contained herein shall be construed as a limitation on such other rights and remedies available to the parties under law or in equity which may now or in the future be applicable.

ARTICLE VII. FISCAL NON-FUNDING CLAUSE

- a. This Agreement is subject to funding availability. In the event sufficient budget funds to fund this Agreement become reduced or unavailable, the County shall notify the Subrecipient of such occurrence, and the County may terminate this Agreement, without penalty or expense to the County, upon no less than twenty-four (24) hours written notice to the Subrecipient. The County shall be the final authority as to the availability of funds and how available funds will be allotted. If this Agreement is funded in whole or in part by federal or state dollars which are reduced or become unavailable, the County shall notify the Subrecipient of such occurrence and the County may terminate this Agreement without penalty or expense to the County, upon no less than twenty-four (24) hours written notice to the Subrecipient.
- b. This Agreement shall not be or constitute a general obligation or indebtedness within the meaning of the Constitution of the State of Florida. The Subrecipient shall not have the right to compel the

exercise of the ad valorem taxing power or the use of ad valorem tax revenues of the County to pay such obligation.

ARTICLE VIII. ASSIGNMENT

Subrecipient shall not assign this Agreement or any part hereof without the prior written consent of the County.

ARTICLE IX. COMPLIANCE WITH APPLICABLE LAWS

- a. The Subrecipient agrees to comply with the requirements of all federal, state and local laws prohibiting discrimination and the rules, regulations and executive orders promulgated thereunder, all of which are incorporated into this Agreement by reference. In addition, the Subrecipient shall comply with all applicable laws, orders, and codes of the federal, state, and local governments as they pertain to this Agreement, including, but limited to, requirements of 2 CFR Part 200. Subrecipient shall also assist the County in complying with all applicable terms and conditions under Title I of the Housing and Community Development Act of 1974 (PL 93-383), the Health Insurance Portability and Accountability Act ("HIPAA") (42 USC § 1320d), and 24 CFR Part 570 for the Community Development Block Grant (CDBG) Entitlement Program, including but not limited to, subpart K of the regulations, except for the County's environmental responsibilities described in 24 CFR § 570.604 and the County's responsibility for initiating the review process under the provisions of 24 CFR Part 52, all of which are incorporated herein. The Subrecipient and its contractors and subcontractors, where applicable, shall comply with the Davis-Bacon Act (40 U.S.C. §§ 3141-3148) and Section 3 of the Housing and Urban Development Act of 1968, including the regulations set forth at 24 CFR Part 75, incorporated herein by reference and made a part hereof, with regard to all its requirements including wages rates paid pursuant to or as a result of this Agreement.
- b. The Subrecipient also agrees to comply with the administrative requirements contained in 24 CFR § 570.502.
- c. Subrecipient shall likewise comply with all applicable procedures as set forth in the Affordable Housing Services Department's Policy and Procedures Manual, incorporated herein and by reference made a part hereof.
- d. The Subrecipient will acquire and keep active throughout the term of this Agreement a unique entity identifier pursuant to the Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25 and maintain current and accurate information in the SAM. The Subrecipient acknowledges and agrees that the Award Term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated into this Agreement by reference.

ARTICLE X. CONFLICT OF INTEREST

- a. The Subrecipient guarantees that no member, of, or Delegate to, the Congress of the United States shall be admitted to any share or part of this Agreement or to any benefit to arise from the same.
- b. The Subrecipient agrees that no member of the governing body of the locality in which the Subrecipient is situated, no other public official of such locality or localities, and no person, unless expressly permitted by the State, who is an employee, agent, consultant, officer, or elected or appointed official of the Subrecipient, and who exercises or has exercised any functions or responsibilities with respect to the State Housing Initiatives Partnership, hereinafter referred to as

“SHIP”, HOME Investment Partnerships, hereinafter referred to as “HOME”, or CDBG Program assisted activities, or who is in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from the SHIP, HOME or CDBG assisted activity, or have any interest in any contract, subcontract, or agreement with respect thereto, or with respect to the proceeds thereunder, either for himself or herself or herself or for those with whom he or she has family or business ties, during his or her tenure or for one (1) year thereafter.

- c. Subrecipient shall comply with 24 CFR §570.207(a)(3) regarding political activities, and the requirements set forth in 31 USC § 1352 regarding lobbying.
- d. The Subrecipient agrees that the codes of conduct provisions in 2 CFR § 200.318 and 2 CFR § 200.319 shall apply to the procurement of supplies, equipment, construction, and services. In all cases not governed by 2 CFR § 200.318 and 2 CFR § 200.319, 2 CFR § 570.611 shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the Subrecipient or assistants of the Subrecipients to individuals, businesses, and other private entities under eligible activities that authorized such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to 24 CFR § 570.202; or grants, loans or other assistance to businesses, individuals, and other private entities pursuant to 24 CFR §§570.203, 570.455, or 570.703(i)).
- e. The Subrecipient represents that it presently has no interest, and shall not acquire such interest, financial or otherwise, direct, or indirect, nor engage in any business transaction or professional activity or incur any obligation of any nature which would conflict in any manner with the performance of the scope of services required hereunder.
- f. Without receiving prior written authorization by the County, the Subrecipient shall not, (i) retain any individual or company with whom the Subrecipient or any individual member thereof has a financial or other conflict of interest; nor (ii) in fulfillment of this Agreement, do business with a for-profit entity in which the Subrecipient or any individual member has a financial or other interest therein.
- g. The Subrecipient agrees that no persons described in 24 CFR § 570.611(c) who exercise or have exercised any functions or responsibilities with respect to CDBG activities, or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.
- h. The Subrecipient warrants to the County that no gifts or gratuities have been or will be given to any County employee or agent, directly or indirectly or indirectly, to obtain this Agreement.

ARTICLE XI. PROJECT PUBLICITY

Pursuant to BOCC Policy No. 10.04.00.00, the Subrecipient shall recognize the Hillsborough County Board of County Commissioners for its contribution in promotional material and any events or workshops for which funds from this Agreement are allocated. Any news release, online or in social media or other type of publicity pertaining to the scope of work performed pursuant to this Agreement must recognize the County as a sponsor, funded by HUD. In written materials, the reference of the Board of County Commissioners must appear in the same size letters and font type as the name of any other funding

sources. The Subrecipient shall in no way use any statements, whether written or oral, made by the County's employees to market, sell, promote, or highlight the Subrecipient and/or the Subrecipient's product(s) and /or service(s) unless authorized to do so, in writing, by the County Administrator or his/her designee. In addition, the Subrecipient shall not use subjective or perceived interpretations, even if factual, regarding the County's publication or press release designed to market, promote, or highlight the Subrecipient and /or the Subrecipient's product(s) and /or service(s). This does not prevent the Subrecipient from including the County on its client lists and/or listing or using the County as a reference.

ARTICLE XII. POLITICAL ENDORSEMENT PROHIBITION

Pursuant to BOCC Policy No. 02.12.00.00 the Subrecipient shall not engage in political activities that promote or oppose specific candidates.

ARTICLE XIII. PUBLIC ENTITY CRIMES

- a. A person or affiliated who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposal or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or Subrecipient under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provide in Section 287.017, Florida Statutes, as amended, for Category Two for a period of 36 months following the date of being placed on the convicted vendor list.
- b. Additionally, pursuant to County policy, a conviction of a public entity crime may cause the rejection of a bid, offer, or proposal. The County may make inquiries regarding alleged convictions of public entity crimes. The unreasonable failure of a bidder, offeror, or proposer to promptly supply information in connection with an inquiry may be grounds for rejection of a bid, offer, proposal or reply.

ARTICLE XIV. MAINTENANCE OF RECORDS

- a. Subrecipient shall maintain all records and accounts, including property, personnel and financial records, contractual agreements, construction reports, Davis-Bacon records, subcontracts, proof of required insurance, and any other records related to or resulting from the activities performed under this Agreement to assure a proper accounting and monitoring of all CDBG Funds. In the event the County determines that such records are not being adequately maintained by Subrecipient, the County may cancel this Agreement in accordance with Articles IV and V herein.
- b. With respect to all matters covered by this Agreement, records will be made available for examination, audit, inspection or copying purposes at any time during business hours and as often as the County, HUD, representatives of the Comptroller General of the United States or other federal agency may require. Subrecipient will permit same to be examined and excerpts or transcriptions made or duplicated from such records, and audits made of all contracts, invoices, materials, records of personnel and of employment and other data relating to all matters covered by this Agreement.
- c. The County's right of inspection and audit shall obtain likewise reference to any made by any other agency, whether local, state, or federal. Subrecipient shall retain for inspection all records and supporting documentation applicable to this Agreement for six (6) years after receipt of final

payment from the County. If any litigation, claim, negotiation, audit, monitoring, inspection, or other action has been started before the expiration of the required record retention period, records must be retained until completion of the action and resolution of all issues which arise from it, or the end of the required period, whichever is later. The retention period starts from the date of the County's submission of the Consolidated Annual Performance and Evaluation Report (CAPER), as prescribed in 24 CFR § 91.520, in which the activities described in Exhibit A are reported on for the final time rather than from the date of submission of the final expenditure report for the award.

- d. This Article shall survive the expiration termination of this Agreement.

ARTICLE XV. PERSONALLY, IDENTIFIABLE INFORMATION (PII); SECURITY

- a. If Subrecipient or any of its subcontractors may or will create, receive, store, or transmit personal information, as defined in sec. 501.171, Fla. Stats. (hereafter, "Personally Identifiable Information" or "PII") under the terms of this Agreement, Subrecipient must provide for the security of such PII, in a form acceptable to the County, including, without limitation, non-disclosure, use of appropriate technology, security practices, computer access security, data access security, data storage encryption, data transmission encryption, security inspections and audits. Subrecipient shall take full responsibility for the security of all data in its possession or in the possession of its subcontractors and shall hold the County harmless for any damages or liabilities resulting from the unauthorized disclosure of loss thereof.
- b. If Subrecipient or any of its subcontractors may or will create, receive, store, or transmit PII under the terms of this Agreement, Subrecipient shall provide the County with insurance information for stand-alone cyber liability coverage, including the limits available and retention levels. If Subrecipient does not carry stand-alone cyber liability coverage, Subrecipient agrees to indemnify costs related to notification, legal fees, judgments, settlements, forensic experts, public relations efforts, and loss of any business income related to this Agreement.
- c. Subrecipient agrees to maintain written policies and procedures for PII and/or data classification. This plan must include disciplinary processes for employees that violate these guidelines.
- d. Subrecipient agrees at all times to maintain reasonable network security that, at a minimum, includes a network firewall.
- e. Subrecipient agrees to protect and maintain the security of data with protection security measures that include maintaining secure environments that are patched and up to date with all appropriate security updates as designated by a relevant authority (e.g., Microsoft notifications, Common Vulnerabilities and Exposures (CVE) database, etc.) Subrecipient agrees that PII shall be appropriately destroyed based on the format stored upon the expiration of any applicable retention schedules.
- f. Subrecipient agrees that any and all transmission or exchange of system application data with the County and/or any other parties shall take place via secure Advanced Encryption Standards (AES), e.g., HTTPS, FTPS, SFTP or equivalent means. All data stored as a part of backup and recovery processes shall be encrypted, using AES.
- g. If Subrecipient reasonably suspects that a cybersecurity event or breach of security has occurred, it must notify the County within 48 hours.

- h. In the event of a breach of PII or other sensitive data, Subrecipient must abide by provisions set forth in Section 501.171, Fla. Stat. Additionally, Subrecipient must immediately notify the County in writing of the breach and any actions taken in response to such a breach. As the information becomes available the statement must include, at a minimum, the date(s) and number of records affected by unauthorized access, distribution, use, modification, or disclosure of PII; Subrecipient's corrective action plan; and the timelines associated with the corrective action plan.
- i. This Article shall survive the expiration or earlier termination of this Agreement.

ARTICLE XVI. AUDIT REQUIREMENTS

- a. The Subrecipient is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and 2 CFR Part 200, Subpart F, which may require the Subrecipient to obtain an audit as set forth therein. In the event, that during the periods of this Agreement, the Subrecipient expends more than \$1,000,000.00 in federal funds in an operating year from this and other federal grants, the Subrecipient shall, at its own cost and expense, cause to be carried out an independent audit. The audit shall be completed, and a copy furnished to the County, within the 30 days after receipt of the auditor's report(s), unless a longer period is agreed to in advance by the County. For purposes of this Agreement, an operating and/or audit year is the equivalent to the Subrecipient's fiscal year. The determination of when CDBG Funds are expended is based on when the activity related to the expenditure occurs.
- b. The audit shall be conducted in compliance with 2 CFR Part 200, Subpart F and 24 CFR Part 45, which are made a part of this Agreement by reference thereto. In the event that audit shows that the entirety of the funds disbursed hereunder, or any portion thereof, were not expended in accordance with the conditions of this Agreement, Subrecipient shall be held liable for reimbursement to the County of all funds not expended in accordance with these applicable regulations and Agreement provisions within 30 days after the County has notified Subrecipient of such non-compliance. Said reimbursement shall not preclude the County from taking any other action as provided in Articles IV and V herein.
- c. If expenditures do not exceed \$1,000,000.00 during an operating year, Subrecipient shall submit to the County within 180 days after the end of the Subrecipient's fiscal year, and otherwise upon request by the County, audited financial statements, which must comply with Generally Accepted Accounting Principles (GAAP), covering the entire term of this Agreement. If the Subrecipient fails to provide its financial statements within the 180-day time period referenced above, then, the Subrecipient shall be in default hereunder.
- d. Notwithstanding the foregoing, the County may grant the Subrecipient an extension of the 180-day time period to provide its audited financials, but such extension shall be solely at the County's discretion.

ARTICLE XVII. EVALUATION

- a. The Subrecipient agrees that the County shall be responsible for monitoring and evaluating all aspects of the services provided under this Agreement. The County shall have access to and be able to make copies and transcriptions of such records as may be necessary in the determination of the County, HUD, or the State of Florida to accomplish this obligation, subject to state and federal confidentiality requirements.

- b. In order to properly monitor and evaluate the Subrecipient's performance under this Agreement, the County shall make on-site inspections as often as it deems necessary. Further, the Subrecipient shall submit an activity report with each reimbursement request which details the progress made to date toward the completion of the activities authorized under Exhibit A. Failure by the Subrecipient to assist the County in its monitoring and evaluation efforts, including allowing the County to conduct the on-site inspections and have access to the Subrecipient's records, and /or failure to submit the activity report, as required, shall result in the imposition of sanctions as specified in Article V herein.

ARTICLE XVIII DRUG FREE WORKPLACE

The Subrecipient shall assure the County that it will administer, in good faith, a policy designed to ensure that the Subrecipient is free from the illegal use, possession, or distribution of drugs or alcohol.

ARTICLE XIX. ENVIRONMENTAL REVIEW

The Subrecipient further agrees that it shall supply the County, when applicable, with all available, relevant information necessary for the County to perform any required environmental review pursuant to HUD regulations at 24 CFR Part 58, as amended.

ARTICLE XX. NEGATION OF AGENT OR EMPLOYEE STATUS

- a. The Subrecipient shall perform this Agreement as an independent agent and nothing contained herein shall in any way be construed to constitute the Subrecipient or any assistant, representative, agent, employee, independent contractor, partner, affiliate, holding company, subsidiary, or subagent of the Subrecipient to be a representative, agent, subagent, or employee of the County.
- b. The Subrecipient certifies its understanding that the County is not required to withhold any federal income tax, social security tax, state, and local tax, to secure worker's compensation insurance or employer's liability insurance of any kind, or to take any other action with respect to this insurance or taxes of the Subrecipient and assistant(s) of the Subrecipient.
- c. In no event shall any provision of this Agreement make the County or any political subdivision of the State of Florida liable to any person or entity that contracts with or provides goods or services to the Subrecipient in connection with the services the Subrecipient has agreed to perform hereunder or otherwise, or for any debts or claims of any nature accruing to any person or entity against the Subrecipient. There is no contractual relationship, either express or implied, between the County or any political subdivision of the State of Florida and any person or entity supplying work, labor, services, goods or materials to the Subrecipient as a result of the provisions of the services provided by the Subrecipient hereunder or otherwise.

ARTICLE XXI. SUBRECIPIENT MUST USE E-VERIFY, MUST HAVE LEGALLY AUTHORIZED WORKFORCE & UTILIZE IMAGE BEST PRACTICES

The inclusion of this Article and provisions below shall not construed to imply that the Subrecipient is acting as the County's contractor as provided in sec. 448.095, Florida Statutes.

a. E-Verify

1. The Subrecipient (and its subcontractors) are required to utilize the United States Department of Homeland Security's (DHS) E-Verify system for all newly hired employees. The E-Verify

system is an internet-based system operated by DHS that allows participating employers to electronically verify the employment eligibility of newly hired employees.

2. The Subrecipient must obtain an affidavit from its subcontractors stating that the subcontractors does not employ, contract with, or subcontract with an unauthorized alien. The Subrecipient is required to maintain a copy of such affidavit for the duration of the Contract Period and shall provide the County with a copy of such affidavit within three (3) Business Days of the County's request for said affidavit.
3. The parties acknowledge that the County will terminate this Agreement if it has a good faith belief that the Subrecipient knowingly violated Florida Section 448.09(1); whereupon the Subrecipient will not be eligible for award of a public contract for a least one (1) year from the date of such termination.
4. If the County has good faith belief that a subcontractor knowingly violated Florida Statutes Section 448.095(2) (but that the Subrecipient has otherwise complied with said Florida Statute), the County shall promptly notify the Subrecipient of such violation and order the Subrecipient to immediately terminate its contract with the applicable subcontractor.

b. Legally Authorized Workforce

1. The Subrecipient is advised that the County has entered into an agreement (the IMAGE Agreement) with U.S. Immigration and Customs Enforcement (ICE) wherein the County will, in part, seek to promote the principles of ethical business conduct, prevent knowingly hiring unauthorized workers through self-governance, and encourage voluntary reporting of the discovery of unauthorized workers to ICE. Accordingly, the Subrecipient represents and warrants:
 - i. That the Subrecipient is in a compliance with all applicable Federal, State, and local laws, including, but not limited to, the laws related to the requirement of an employer to verify an employee's eligibility to work in the United States.
 - ii. That all of Subrecipient's employees are legally eligible to work in the United States; and
 - iii. That the Subrecipient has actively and affirmatively verified such eligibility utilizing the E-Verify system and/or the Federal Government's Employment Eligibility Verification Form (the Form I-9).
2. Good faith claims/beliefs of the Subrecipient's use of unauthorized workers must be reported to both of the following agencies: The County's Compliance Services hotline at (813) 272-6554; and ICE (Immigration and Customs Enforcement) at 1-866-DHS-2-ICE (1-866-347-2423).

c. IMAGE Best Practices

1. The Subrecipient is required to incorporate the following IMAGE Best Practices into its business and, when practicable, incorporate verification requirements into its agreements with subcontractors:

2. Use the Department of Homeland Security employment eligibility verification program (E-Verify) to verify the employment eligibility of all new hires.
3. Use the Social Security Number Verification Service and make a good faith effort to correct and verify the names and Social Security numbers of the current workforce. Establish a written hiring and employment eligibility verification policy.
4. Establish an internal compliance and training program related to the hiring and employment verification process, to include, but not be limited to, completion of Form I-9, how to detect fraudulent use of documents in the verification process, and how to use E-Verify and the Social Security Number Verification Service.
5. Require the Form I-9 and E-Verify process to be conducted only by individuals who have received appropriate training and include a secondary review as part of each employee's verification to minimize the potential for a single individual to subvert the process.
6. Arrange for annual Form I-9 by an external auditing firm or a trained employee not otherwise involved in the Form I-9 process.
7. Establish a procedure to report to ICE credible information of suspected criminal misconduct in the employment eligibility verification process.
8. Establish a program to assess subcontractors' compliance with employment eligibility verification requirements. Encourage contractors to incorporate the IMAGE Best Practices contained in this paragraph and, when practicable, incorporate the verification requirements in subcontractor agreements.
9. Establish a protocol for responding to letters received from Federal and State government agencies indicating that there is a discrepancy between the agency's information and the information provided by the employer or employee; for example, "no match" letters received from the Social Security Administration.
10. Establish a tip line mechanism (inbox, email, etc.) for employees to report activity relating to the employment of unauthorized workers, and a protocol for responding to employee tips.
11. Establish and maintain appropriate policies, practices, and safeguards against use of the verification process for unlawful discrimination and ensure that U.S. citizens and authorized workers do not face discrimination with respect to hiring, firing, recruitment, or referral for a fee because of citizenship status or national origin.
12. Maintain copies of any documents accepted as proof of identity and/or employment authorization for all new hires.

ARTICLE XXII. INDEPENDENT CONTRACTORS/THIRD PARTY BENEFICIARIES

- a. All contracts between the Subrecipient and properly licensed contractors for work to be performed under this Agreement shall be in writing, subject to approval by the County and submitted to the Affordable Housing Services Department prior to submittal for construction plan approval.
- b. This Agreement is for the benefit of Hillsborough County and the Subrecipient. No third party is an intended beneficiary so as to entitle that person to sue for an alleged breach of this Agreement.

The Subrecipient acknowledges and agrees that it is acting as an independent contractor in performing its obligations hereunder and not as an agent, officer, or employee of the County.

ARTICLE XXIII. LIABILITY

The Subrecipient shall comply with all applicable laws, orders, and codes of the federal, state, and local governments as they pertain to this Agreement. The parties agree that the Subrecipient is liable for any violation of federal, state, or local law by the Subrecipient in relation to this Agreement. The Subrecipient agrees that it shall be liable for any penalties imposed against the Subrecipient or the County by any federal, state, or local agency for any actions or inactions by the Subrecipient. Such penalties shall include, but not be limited to, repayment of any of the funding received pursuant to this Agreement. This obligation shall survive the termination or expiration of this Agreement for a period of not less than five (5) years, or any applicable statute of limitation period, or equitable limitation doctrine, whichever is longer.

ARTICLE XXIV. INSURANCE AND BONDING

- a. The Subrecipient shall procure and maintain insurance for property, comprehensive general liability, automobile liability, public officials' errors and omissions, excess workers compensation & employee liability, employee benefits liability and crime. All insurance shall be from responsible companies duly authorized to do business in the State of Florida. Nothing herein shall be constructed as a waiver of the sovereign immunity of the Subrecipient, the State of Florida, and their agents and agencies beyond the waiver provided in Section 768.28, Florida Statutes. The Subrecipient shall maintain in force all policies and coverage for the duration of this Agreement. The County shall receive written notice of any changes or cancellation of any of the required coverage.
- b. The Subrecipient shall ensure that the County and its Board of County Commissioners are named as additional insured parties as to the actions of the Subrecipient, its employees, agents, assigns, and subcontractors performing or providing materials and/or services to the Subrecipient during the performance of this Agreement, on (i) all auto liability policies and general liability policies required to be obtained by the Subrecipient pursuant to this Agreement, and (ii) all other insurance policies required by this Agreement where such an endorsement is available in the industry. All such insurance policies shall also contain a Severability of Interests provision. Every insurance policy must provide 30 days prior written notice to the County of any cancellation, intent not to renew, or reduction in the policy coverage.
- c. The Subrecipient shall require and primary contractors of more than \$250,000 to provide a bid bond of five percent, and performance and payment bonds at 100 percent of their contract amount(s) according to the requirements at 2 CFR § 200.326 and to warranty their work for a period of one (1) year following final completion, acknowledging that all work will be of good quality, free from faults and defeats and in accordance with the final design drawings/construction documents.

ARTICLE XXV. COMPLIANCE WITH LOCAL GOVERNMENT PROMPT PAYMENT ACT

The Subrecipient shall comply with the Local Government Prompt Payment Act, Chapter 218, Part VII, Florida Statutes, including the limitations in sec. 218.735(8), Fla. Stats., on withholding a retainage of no more than 5 percent. The Subrecipient shall require the project contractor and other contractors to comply with all applicable provisions of the Local Government Prompt Payment Act

ARTICLE XXVI. RECAPTURE OF GRANT FUNDS

In the event that the Subrecipient receives Program Income, as defined in 24 CFR § 570.500, for the services rendered hereunder, the Subrecipient, in accordance with 24 CFR § 570.503(b)(3) and 24 CFR § 570.504(c), shall remit all Program Income balances to the County.

ARTICLE XXVII. REVERSION OF ASSETS

Within 30 days following the expiration or termination of this Agreement, Subrecipient shall transfer to the County any CDBG Funds on hand at the time of expiration or termination and any accounts receivable attributable to the use of CDBG Funds. The Subrecipient shall comply with the applicable provisions of 24 CFR § 570.503(b)(7) in the event real property was acquired or improved with CDBG Funds under this Agreement.

ARTICLE XXVIII. ACCESS TO RECORDS

If applicable, the Subrecipient shall comply with the requirements of Chapter 119, Florida Statutes, with respects to any documents, papers, and records made or received by the Subrecipient in connection with this Agreement.

ARTICLE XXIX. LEGALLY REQUIRED STATEMENT AND PROVISIONS REGARDING ACCESS TO RECORDS FOR CERTAIN SERVICES CONTRACTS

- a. The Parties acknowledge and agree that the statement and provisions below are required by Florida Statute to be included in this Agreement, and that the inclusion of this statement and provisions below shall not be constructed to imply that the Subrecipient (or Contractor/Service Provider) has been delegated any governmental decision-making authority, governmental responsibility or governmental function or that the Subrecipient is acting on behalf of the County in any way or capacity whatsoever as provided under Section 119.011(2), Florida Statutes, or that the statement or provisions in this Article are otherwise applicable to the Subrecipient. As stated below, the Subrecipient may contact the County's Custodian of Public Records with questions regarding the application of Public Records Law; however, the Subrecipient is advised to seek independent legal counsel as to its obligations. The County cannot provide the Subrecipient advice regarding its legal rights or obligations.
- b. IF THE SUBRECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SUBRECIPIENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

Telephone Number: (813) 246-3150

Email Address: affordablehousingservices@hcfl.gov

Mailing Address: 601 E. Kennedy Blvd., 24th Floor, Tampa, FL 33602

- c. If under this Agreement, the Subrecipient is providing services and is acting on behalf of the County as provided under Section 119.011(2), Florida Statutes, the Subrecipient will comply with public records law, and agrees to:

1. Keep and maintain public records required by the County to perform the service.
2. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copies within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term and following completion of the contract if the Subrecipient does not transfer the records to the County.
4. Upon completion of the Agreement, transfer at no cost to the County, all public records in possession of the Subrecipient or keep and maintain public records required by the County to perform the service. If the Subrecipient transfers all public records to the County upon completion of the Agreement, the Subrecipient shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Subrecipient keeps and maintains public records upon completion of the Agreement, the Subrecipient shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.
5. Failure of the Subrecipient to comply with Chapter 119, Florida Statutes, and/or the provisions set forth above, if applicable, shall be grounds for immediate unilateral termination of this Agreement by the County.

ARTICLE XXX. SURVIVABILITY/SEVERABILITY

- a. Any term, condition, covenant, or obligation which requires performance by either party subsequent to termination of this Agreement shall remain enforceable against such party subsequent to such termination.
- b. In the event any section, sentence, clause, or provision of this Agreement is held to be invalid, illegal, or unenforceable by a court having jurisdiction over the matter, the remainder of the Agreement shall not be affected by such determination and shall remain in full force and effect.

ARTICLE XXXI. SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

ARTICLE XXXII. GOVERNING LAWS

Each party covenants and agrees that any and all legal actions arising out of or connected with this Agreement shall be instituted in the Circuit Court of the Thirteenth Judicial Circuit, in and for Hillsborough County, Florida, or in the United States District Court for the Middle District of Florida, as the exclusive forums and venues for any such action, subject to any right of either party to removal from state court to federal court, which is hereby reserved, and each party further covenants and agrees that it will not institute any action in any other forum or venue and hereby consents to immediate dismissal or transfer of any such action instituted in any other forum or venue. This Agreement is entered into within, and with reference to

the internal laws of, the State of Florida, and shall be governed, construed, and applied in accordance with the internal laws (excluding conflicts of law) of the State of Florida.

ARTICLE XXXIII. AUTHORIZATION

Each party represents to the other that such party has authority under all applicable laws to enter into an agreement containing such covenants and provisions, that all of the procedural requirements imposed by law upon each party for the approval and authorization of this Agreement have been properly completed, and that the person who have executed this Agreement are duly authorized and empowered to do so.

ARTICLE XXXIV. NOTICE AND GENERAL CONDITIONS

All notices which may be given pursuant to this Agreement shall be in writing and shall be delivered by personal service or by certified mail return receipt requested addressed to the parties at their respective addresses indicated below or as the same may be changed in writing from time to time.

Hillsborough County

Brenda Brackins, Director
Affordable Housing Services
601 E. Kennedy Blvd, 24th FL
Tampa, Florida 33602

City of Temple Terrace

Andy Ross, Mayor
City of Temple Terrace
11250 N. 56th Street
Temple Terrace, FL 33617

ARTICLE XXXV. TERMS

Capitalized terms contained herein shall have the definition assigned. Capitalized terms contained herein that do not have the definition assigned shall have the meaning assigned in the applicable federal statute or regulation. All article and descriptive headings of paragraphs in this Agreement are inserted for convenience only and shall not affect the construction or interpretation hereof.

ARTICLE XXXVI. ESTOPPEL/WAIVER

A waiver of any performance or default by either party shall not be construed to be a continuing wavier of other defaults or non-performance of the same provision or operate as a waiver of any subsequent default or non-performance of any of the terms, covenants, and conditions of this Agreement. The payment or acceptance of fees for any period after a default shall not be deemed a waiver of any right or acceptance of defective performance.

ARTICLE XXXVII. COUNTERPARTS

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

ARTICLE XXXVIII. MERGER AND MODIFICATIONS

This Agreement together with the Exhibits embodies the entire agreement and understanding between the parties hereto and there are no other agreements and/or understandings, oral or written, with respects to the subject matter hereof, that are not merged herein and superseded hereby. This Agreement may only be amended or extended by a written instrument executed by the County and the Subrecipient expressly for that purpose.

ARTICLE XXXIX. ELECTRONIC SIGNATURES AUTHORIZED

The parties agree that this Agreement and all documents associated with the transaction contemplated herein may be executed by electronic signature in a manner that complies with Chapter 668, Florida Statutes, and as approved by the Hillsborough County Board of County Commissioners in Resolution R15-025 on February 4, 2015.

ARTICLE XL. BUILD AMERICA, BUY AMERICA ACT (BABA)

a. BABA Compliance Required

1. The Subrecipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 USC 8301 note, and all applicable rules and notices, as may be amended, including without limitation the implementing regulations at 2 CFR Part 184. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 FR 17001), any funds obligated by HUD on or after the applicable listed effective dates are subject to BABA requirements, unless excepted by a waiver. More information regarding BABA implementation dates is available in HUD CPD Notice 25-01.
2. BABA requires all iron, steel, manufactured products, and construction materials used in federally funded infrastructure projects to be produced in the United States. Unless excepted by a waiver, the Subrecipient is responsible for ensuring that no iron, steel, manufactured products, or construction materials shall be used in this Project unless such materials have been produced in the United States, as further outlined by the Office of Management and Budget's Memorandum M-24-02, Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.
3. The Subrecipient may request assistance from the County's Affordable Housing Services Department (AHS) in sourcing materials which comply with BABA requirements.
4. The Subrecipient shall include the requirement to comply with BABA and to provide the Optional Buy America Preference (BAP) Certification referenced below in all construction contracts for the Project.
5. The Subrecipient agrees to provide to the County, upon request, any further information necessary to assure compliance with BABA, including manufacturer's certifications or certifications from third parties retained to ensure the Project is compliant with BABA requirements.
6. The Subrecipient shall immediately disclose to the County any instance of non-compliance with BABA domestic preference requirements as applicable to this Project.

b. BABA Certifications Required

1. The Subrecipient and any contractors and subcontractors must certify compliance with BABA requirements by providing fully executed Optional Buy America Preference (BAP) Certification(s) ("BAP Certifications") as set forth in the attached Exhibit I.

2. It is the Subrecipient's responsibility to obtain fully executed BAP Certifications from all contractors and subcontractors, and copies of such BAP Certifications shall be provided to the County prior to disbursement of funds under this Agreement.
3. At the conclusion of construction, the Subrecipient must provide an executed Subrecipient's Final BABA Certification, as set forth in the attached Exhibit J, stating that the Project was completed in compliance with BABA requirements.
4. Failure to provide the certifications required herein shall be a default of this Agreement.

c. BABA Waivers

1. As set forth in 2 CFR § 184.7(a), certain project-specific waivers from BABA domestic preference requirements may be approved on a limited, case-by-case basis as determined by HUD and the Office of Management and Budget's Made in America Office. Pursuant to 2 CFR § 184.7(b), project-specific waiver requests must be submitted to HUD by the County on the Subrecipient's behalf, and only waiver requests which the County deems reasonably justified may be submitted. Therefore, if the Subrecipient is seeking a project-specific waiver, the Subrecipient is required to consult with AHS regarding proposed project-specific waiver requests. Project-specific waiver requests may cause substantial Project delays and Subrecipient should consult with AHS regarding such requests as early as possible. The determination of AHS, on behalf of the County, as to whether the waiver request is reasonably justified and may be submitted to HUD is final.
2. A de minimis waiver is available for up to 5% of the covered materials (iron and steel, construction materials and manufactured products) used in the Project where domestically produced materials cannot be identified. The Subrecipient must obtain prior written approval from AHS to utilize the de minimis waiver.
3. For both project-specific and de minimis waivers, the Subrecipient shall prepare and submit a written waiver request to AHS as soon as identified, and provide any information or documentation required by AHS in support of its waiver request. Until a waiver is approved, all BABA requirements must be met.

ARTICLE XLI. PROHIBITION AGAINST ECONOMIC INCENTIVES TO FOREIGN COUNTRIES OF CONCERN

Pursuant to Section 288.0071, Florida Statutes, to the extent applicable, as a condition of entering into an agreement providing or any economic incentive with the State of Florida or a local government, the Subrecipient is required to provide an executed affidavit (in the form attached hereto as Exhibit "K") signed under penalty of perjury verifying that the Organization is not a foreign entity for a foreign country of concern such as the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro or the Syrian Arab Republic with whom the County is prohibited from contracting with under Florida law.

SIGNATURES ON THE FOLLOWING PAGES

IN WITNESS HERETO, the parties herein have caused this Agreement to be executed at the place and on the day specified hereinabove.

ATTEST:
VICTOR D. CRIST
CLERK OF THE CIRCUIT COURT

**HILLSBOROUGH COUNTY, A POLITICAL
SUBDIVISION OF THE STATE OF FLORIDA**

BY: _____
DEPUTY CLERK

BY: _____
CHAIR

Date: _____

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY

Document No.: _____

BY: _____
Nancy Y. Takemori
Senior Assistant County Attorney

	Approval (Digital Signature)	Date
Department Director		
Department Fiscal Manager		
Procurement Services		

**ATTEST:
CITY OF TEMPLE TERRACE
CITY CLERK**

**CITY OF TEMPLE TERRACE, A
MUNICIPAL CORPORATION
OF THE STATE OF FLORIDA**

BY: _____
Lynda Sader

BY: _____
**Andy Ross, Mayor
Mayor, City of Temple Terrace**

Date: _____

APPROVED AS TO FORM AND
CORRECTNESS

BY: _____
**Ernest Mueller
City Attorney**

EXHIBIT “A”
SCOPE OF SERVICES AND USE OF FUNDS
City of Temple Terrace
Interlocal Funding Agreement FY25

Section I. SERVICES TO BE RENDERED BY SUBRECIPIENT

- a. The CDBG Funds provided under this Agreement shall be utilized by the Subrecipient to provide certain eligible improvements as described in the Scope of Work below.
- b. The Scope of Work for the Project includes relocating water meters to the front roadway side of the properties identified below. The water main(s) will be upsized from the existing four (4) inch pipe to a six (6) inch pipe size. The Scope of Work will also include construction of the new water main(s), service lines, and other incidentals.
- c. The subject properties will be located between 9801 N. 54th Street through 9812 N. 54th Street, Temple Terrace, Florida (see listing below and Exhibit F – Street Improvement Map)
 - 9801 N. 54th St, Temple Terrace
 - 9802 N. 54th St, Temple Terrace
 - 9803 N. 54th St, Temple Terrace
 - 9804 N. 54th St, Temple Terrace
 - 9805 N. 54th St, Temple Terrace
 - 9806 N. 54th St, Temple Terrace
 - 9807 N. 54th St, Temple Terrace
 - 9808 N. 54th St, Temple Terrace
 - 9809 N. 54th St, Temple Terrace
 - 9810 N. 54th St, Temple Terrace
 - 9811 N. 54th St, Temple Terrace
 - 9812 N. 54th St, Temple Terrace
- d. The Subrecipient will competitively procure a general contractor (“Project Contractor”) in compliance with the requirements of 2 CFR §§ 200.318 - .326 to perform the improvements to the Property. Any contracts between the Subrecipient and the Project Contractor must contain the provisions set forth in 2 CFR 200.326 and Appendix II to Part 200, as applicable.
- e. Appropriate and accurate records must be maintained for all expenditures made with CDBG Funds. Supporting documentation must be maintained throughout the records retention period noted in Article XV of this Agreement.

Section II. PAYMENT SCHEDULE

- a. **Payment.** For its performance under this Agreement, the Subrecipient will receive an amount not to exceed the amount set forth in **Article III**. With the submission of the proper support documentation, the County will provide CDBG Funds to the Subrecipient for all allowable expenses as described in Section I, above.

- b. **Reimbursement Requests.** All requests for reimbursement shall be on the Subrecipient's official letterhead along with budget summary sheet showing all expenses on a monthly basis and must be accompanied by a Request for Payment (**Exhibit B**). All requests for reimbursement must comply with the requirements in **Article III** of this Agreement and Section III of this Exhibit, specify the line-item for which reimbursement is being requested and must be accompanied by copies of all invoices, paid bills, copies of endorsed checks, lien releases, and any other means of proving work was completed and paid for by Subrecipient. Requests for reimbursement may be made electronically with digital copies of the above-mentioned documentation. Each request for disbursement shall be accompanied by a certification from the Project Contractor and approved by the Subrecipient that the request is for expenses that have been incurred. The Subrecipient may not request reimbursement of CDBG Funds under this Agreement unless the funds are for repayment of eligible CDBG costs, and the amount of each reimbursement request shall be limited to the amount expended. All personnel salaries paid under this Agreement must have corresponding timesheets documenting the time spent on this CDBG funded program submitted with reimbursement requests and retained in the project records. Payroll reimbursement is determined by hours worked in the Program. All requests for payment must be accompanied by payroll records and timesheets clearly shall document the time for which the CDBG funding is being requested. The form attached as **Exhibit B-3** shall be used for employee timesheets. **Advance disbursements of CDBG funds are not allowed under this Agreement.**
- c. **Reimbursement Amounts Not to Exceed.** In no event shall the total amount of consideration paid under the Agreement exceed the amount set forth in Article III of this Agreement. If the Subrecipient fails to submit the proper documentation for the reimbursement, any remaining portion will be forfeited by the Subrecipient, and the funds will remain with the County. **All requests for reimbursement must be made no later than fifteen (15) days after the funding expenditure deadline defined in Article II of this Agreement.**
- d. Flexibility of costs between project budget categories shall not be allowed and funds made available for expenditure under one project budget category shall not be used to pay costs incurred under any other project category budget except upon prior written consent of the County in the form of a Budget Realignment Memo signed by the County Administrator or by his/her designee. Flexibility of line-item costs may be allowed provided there is no increase in total project cost as set forth in **Article III** of this Agreement and provided that any request for change is submitted in writing and approved by written consent of the Affordable Housing Services (AHS) Department Director or by his/her designee.
- e. The Subrecipient will adhere to the following budget:

Budget Activities	CDBG Funds	Other Committed Funds	Total Activity Cost
Hard and Soft Construction	\$234,074	\$0	\$234,074
Administrative Costs	\$0	\$0	\$0
Total	\$234,074	\$0	\$234,074

- f. Davis-Bacon Payroll Submissions
1. The federal funds supporting this project trigger Federal Labor Relation compliance requirements which include enforcing Davis-Bacon prevailing wage requirements for site development and infrastructure onsite, including construction activity not funded by these federal funds. Other federal requirements include the Contract Work Hours and Safety Standards Act, Copeland Anti-Kickback Act, procurement regulations noted at 2 CFR §§

200.318-.326, compliance with Section 3 and enterprise owned by minorities and women as outlined under 42 U.S.C. §12831. All related documentation to show compliance with these items is required when requested by Affordable Housing Services. All up-to-date payrolls from the Project Contractor and all subcontractors for Davis-Bacon compliance will be submitted weekly to the Subrecipient. The Subrecipient will submit them weekly to the Affordable Housing Services. All payment reimbursement requests will be placed on hold until Davis-Bacon requirements are in compliance.

2. All requests for reimbursement must be made to AHS no after than fifteen (15) days after the funding expenditure deadline defined in Article II of this Agreement.
 - i. Payment from the County will require the following documents for processing
 - a) Exhibit B- Request for Payment
 - b) Exhibit B-1 (Program Performance Report), only if applicable and outlined in the Agreement.
 - c) Memo on letterhead from agency/owner as to the amount being requested, the name of the project, and BOCC Doc No.
 - d) Budget summary or spreadsheet defining what is being requested (not required, but is helpful)
 - e) Invoices (may be needed if the AIA G702-703 does not represent the full amount of what is being requested)
 - f) AIA G702/703
 - g) Bank statements
 - h) Canceled checks, and/or wire confirmation.
 - i) Partial and/or Final Lien Release
 - j) If the agency is billing for materials on hand (which will be referenced on the AIA Pay App) they must provide the invoice associated along with pictures of the material and proof of insurance for the billing for which the materials are being stored.
 - k) Additional documents may be requested by Affordable Housing Services, as necessary.
 - ii. It is the responsibility of the Subrecipient and Project Contractor to ensure that documents submitted to Affordable Housing Services are corrected for the item below:
 - a) Missing or incorrect certified payrolls
 - b) Proof that restitution has been paid to any worker that has not received the correct pay
 - c) Past due Quarterly and/or Monthly Reports
 - d) Past due Section 3 Reports
3. Failure to submit documentation in accordance with the provisions in the Article will delay submission of Subrecipient's payment request and receipt of reimbursement funds. Technical assistance will be provided by AHS upon request.
4. All up to date payrolls from the Project Contractor and all subcontractors for Davis-Bacon compliance will be submitted weekly to the Subrecipient. The Subrecipient will submit them weekly to the County. All payment reimbursement requests will be placed on hold until Davis-Bacon requirements are in compliance.

- g. Maintenance of Records. The Subrecipient shall maintain all such records, accounts, property records, and personnel records as are deemed necessary by the County to assure proper accounting of Project funds and compliance with the provisions of this Agreement. The Subrecipient shall also maintain financial and program records as follows:
 - 1. Items purchased and paid for through standard Subrecipient procedure to include an invoice and a copy of the endorsed check issued for payment.
 - 2. Contractual Agreements – Contracts, invoices, and copies of warranties.
 - 3. Any material drawn from stockpile – Records indicating the amount of material and cost based on the purchase price.
 - 4. Capital expenditures in excess of ten thousand dollars (\$10,000) – Description, model, serial number, date of acquisition and cost of acquisition, if applicable to Agreement and approved budget.
 - 5. Proper documentation and verification of income and assets of persons served.
- h. All records regarding this Agreement including requisitions and supporting documentation shall be made available to the County upon reasonable notice. Flexibility of costs between project budget categories shall not be allowed and funds made available for expenditure under one project budget category shall not be used to pay costs incurred under any other project category budget except upon prior written consent of the County in the form of a Budget Realignment Memo signed by the County Administrator or designee. Flexibility of line-item costs may be allowed provided there is no increase in total Project cost as set forth in Article III of this Agreement. Any request for change must be submitted in writing to the Department's Director and approved by written consent of the County Administrator or designee.

Section III. TIMELY EXPENDITURE OF FUNDS

- a. CDBG Funds must be spent in a timely manner as referenced in Article II. Unless an alternative Expenditure Schedule, Exhibit F, has been approved in writing by AHS, funds must be expended at a minimum in the following manner:

50% by June 30, 2026
100% by December 31, 2026

- b. In the event that the Subrecipient fails to meet any of the approved expenditure deadlines or performances measures, the County, through AHS, may require the Subrecipient to comply with any combination of the following corrective measures:
 - 1. Accept technical assistance from the County, including regular on-site monitoring by the County.
 - 2. Provide a written plan for expending funds and providing required services, (Exhibit F), within no more than ten (10) working days of the request for an Expenditure Schedule, or within such other amount of time as established by AHS and consistent with the requirements of Article V of this Agreement.
 - 3. Provide weekly, written performance and expenditure updates to the County.

- c. In the event that AHS determines that the Subrecipient has either: (1) failed to successfully implement the corrective measures imposed by the County, or (2) provided an Expenditure Schedule, which, in the discretion of AHS, will not be sufficient to bring the Project into compliance with the Agreement, AHS may, consistent with the requirements of Article V of this Agreement, reduced the funds awarded under this Agreement to an amount not less than the amount necessary to compensate the Subrecipient for the eligible services actually provided, or for eligible for expenses incurred as of the date of the reduction. A reduction in the maximum amount of CDBG funds as set forth in this Section shall not require an amendment to the Agreement.
- d. In the event of cancellation of this Agreement due to non-performance that results in the ineligibility of the activities funded and funds expended under this Agreement, the Subrecipient shall be required to repay the CDBG Funds to the County.
- e. The election to reduce the CDBG Funds or cancel the Agreement shall be solely in the discretion of the County by and through AHS and shall be based upon the services or Units of Service provided by the Subrecipient as of the date of the County's request for, and approval of the Expenditure Schedule.
- f. The County shall notify the Subrecipient of its decision to reduce the maximum amount of the CDBG Funds awarded pursuant to this Agreement in writing and within ten (10) working days of receipt of the Expenditure Schedule. A reduction in the maximum amount of CDBG Funds as set forth in this Section shall not require an amendment to the Agreement.

Section IV. CONSTRUCTION

a. General Contractor

The Subrecipient shall submit for review and approval the Project Contractor's agreement for services prior to execution.

b. Schedule of Values

The Subrecipient shall submit to the County a final schedule of values and construction schedule for all activities detailed in the scope of work provided by the selected Project Contractor during the procurement/award for the Project. The schedule shall be satisfactory in form and substance to the County and shall subdivide the work into component parts in sufficient detail to serve as the basis for measuring the work in place and calculating amounts for progress payments during construction. Unsupported or unreasonable allocation of costs to any one activity shall be justification for rejection of the schedule. No payment will be made until the schedule of values has been submitted and approved by the County. The Application for Payment shall delineate all activities on the schedule, the value of each, previous percentage completed approved, current percentage completed requested, and value of percentage requested. The construction schedule shall be provided on a monthly basis detailing the projection of the work completed to date.

c. Application for Payment (AFP)

No payment will be processed until a Notice to Proceed is issued by the County. The issuance of the Purchase Order for this Project from the County shall serve as the Notice to Proceed. The first AFP shall be made no earlier than thirty (30) days after the County provides a Notice to Proceed, and then monthly thereafter, but not more than once a month. Each progress payment shall be

accompanied by an AIA Form G-702 certification from the Project Contractor for expenses having been incurred on this project. Copies of paid invoices, endorsed checks, construction vouchers, or other means of establishing work has been completed must be submitted by the Subrecipient. Application for payments related to Architect and Engineering expenses do not require the submission of AIA billing documentation (G-702/G-703). The AFP, when submitted, shall be filled out accurately and signed by the Subrecipient, covering the work completed as of the date the AFP and supported by such data as required by the County. The Subrecipient shall certify in writing that all subcontractors and suppliers have been paid for acceptable work and materials from previous progress payments received (less any retainage) prior to receipt of any progress payments. If payment is requested on the basis of materials and/or equipment not incorporated in the work, but delivered and suitably stored at the construction site or another location agreed to in writing, the AFP shall also be accompanied by such supporting data as will establish the County's title to the material and equipment and protect its interest in. This shall be at the sole discretion of the County. Disbursements of federal program funds shall not be made until the County approves the request for payment and inspects the work completed. If all conditions are met, and the work performed and materials supplied are satisfactory to the County and after concurrence by the Subrecipient, the Subrecipient shall receive payment.

d. Compliance with Local Government Prompt Payment Act.

The Subrecipient shall comply with the Local Government Prompt Payment Act, Chapter 218, Part VII, Florida Statutes, including the limitations in sec. 218.735(8), Fla. Stats., on withholding a retainage of more than 5 percent. The Subrecipient shall require the Project Contractor and any other contractors to comply with all applicable provisions of the Local Government Prompt Payment Act.

e. Inspection and Approval

Beginning with the Subrecipient's second request for payment, the Subrecipient shall submit a Contractor's Statement of Satisfaction (lien release) which shall be applicable to both the general contractor and all subcontractors, certifying that all monies due have been paid. This notice must be signed and witnessed by a Notary Seal. In addition, the County may elect to perform on-site inspections to verify progress.

f. Substantial Completion

When the Subrecipient believes the construction activities are substantially complete, it shall certify as such in writing notifying the County and the County will inspect the construction to determine the status of completion. If the County does not consider the construction substantially complete, the County will provide written notification to the Subrecipient listing the specific reasons. However, substantial completion cannot occur until all conditions necessary for safe and proper use, occupancy, maintenance, and operations are in place as required per authorities having jurisdiction.

g. Final Completion

Upon written notice from the Subrecipient that the construction is complete, the County shall schedule a final inspection with the Subrecipient, and any other personnel requested by the County. The County shall notify the Subrecipient in writing of any work this inspection reveals to be defective, or otherwise not in accordance with Agreement or applicable codes and standards of the County. If such notice is received, the Subrecipient shall take immediate action as deemed

necessary to remedy such defects and bring the construction into full compliance with the Agreement. Final completion of the work shall be achieved by the Subrecipient only when the County determines that all work required under the Agreement has been satisfactorily completed and issues a Certificate of Final Completion.

h. Application for Final Payment (AFFP)

1. The application for final payment shall be accompanied by: 1) the Subrecipient's affidavit of payment of any debts and claims from the subcontractors, Project Contractor or other entities associated with the construction, 2) a copy of the Project Contractor's and all subcontractors' statements of satisfaction.
2. If on the basis of observation including final inspection, review of the Application for Final Payment (AFFP) and all other required documents, the County is satisfied that the construction has been completed and the Subrecipient has fulfilled its obligations under the Agreement, final payment will be made. Otherwise, the County will return the AFFP to the Subrecipient indicating in writing the reason(s) for refusing to approve final payment, in which case the Subrecipient will make necessary corrections and resubmit the AFFP for approval.

Section V. PERFORMANCE MEASURES

The improvements must be completed in accordance with the scope of work outlined in Section I of this Exhibit A. The timeline for completion of the improvements is listed below.

Performance Measures	Proposed Completion Date
Water Meter Assessment	January 2026
Relocation of Water Meters	June 2026
Water Main Upsized to 6" Pipes	December 2026

Section VI. PROGRAM REPORTS

- a. The Subrecipient shall submit to the County on the first day of each month, the Monthly Project Performance Report as outlined in Exhibit B-1 attached hereto, and all Section 3 reporting as outlined in 24 CFR Part 75.
- b. The Subrecipient shall submit to the County on the first day after the end of each quarter, the Quarterly Progress Reports as outlined in Exhibit D attached hereto.
- c. Delinquent report submissions may result in Subrecipient's payment request (s) being withheld or termination of the agreement pursuant to Article V of this Agreement.

Section VI. EMERGENCY DUTY/ INCIDENT MANAGEMENT

- a. Pursuant to a federal, state, or local government Declared State of Emergency, the AHS Director may order any action necessary to abate a threat or danger that it determined may be an imminent and substantial endangerment to human health, public safety, the general welfare of individuals or the environment because of an actual or impending disaster.
- b. In the event of a disaster or major incident, the Subrecipient may be required to assist the AHS, in response and recovery efforts to include sharing of information, partnering with the AHS for use of the Subrecipient's resources, and coordination of any actions deemed necessary to augment the

County's response and/or recovery efforts. The Subrecipient agrees to assist in disaster response and recovery efforts to the best of their ability and may be called upon to provide assistance at the Disaster Recovery Center, located at the AHS's offices or other designated location.

- c. The Subrecipient further agrees that, under this Agreement, suspension of its usual and customary activities as well as the activities defined under the scope of this Agreement may be required. It also may be necessary for the AHS to reallocate federal funds designed to the Subrecipient for the purposes of emergency situation management operations. Program funds will be reallocated to the Subrecipient in the amount deobligated under the suspension after the emergency management is declared completed.

End of Exhibit "A"

EXHIBIT “B”
REQUEST FOR PAYMENT
City of Temple Terrace
Interlocal Funding Agreement FY25

BOCC DOC NO: _____
FOR THE MONTH OF: _____
REQUEST NO: _____

ASSIGNMENT	TOTAL APPROVED BUDGET	EXPENDITURES			REMAINING BALANCE
		Previous Payments	Amount of This Request	Payment Made to Date	
Hard and Soft Construction	\$234,074.00				
Administrative Costs	\$0				
TOTAL	\$234,074.00				

I certify that the goods and/or services covered by this payment request have been provided in accordance with the terms and conditions of the contracts and are documented by the attachment(s). I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

Authorized Signature

Date

Please attach documentation substantiating expenditures.

End of Exhibit “B”

EXHIBIT “B-1”
MONTHLY PROJECT PERFORMANCE REPORT
City of Temple Terrace
Interlocal Funding Agreement FY25

PERCENTAGE OF CONTRACT COMPLETED: _____

STATUS OF GOALS AND OBJECTIVES:

Performance Measure	Proposed Completion Date	Current Status
Water Meter Assessment	January 2026	
Relocation of Water Meters	June 2026	
Water Main Upsized to 6” Pipes	December 2026	

COMMENTS:

End of Exhibit “B-1”

EXHIBIT “B-2”
SALARY AND BENEFITS
City of Temple Terrace
Interlocal Funding Agreement FY25

Date	Total Hours Worked	CDBG Total Hours	% Allocated for CDBG	Gross Weekly Pay	Total Employer Paid Benefits	FICA & Medicare	CDBG Total Allowable Reimbursement
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
TOTALS							\$ -

End of Exhibit “B-2”

EXHIBIT “B-3”
EMPLOYEE TIMESHEET
City of Temple Terrace
Interlocal Funding Agreement FY25

Employee Name: _____

Employee No.: _____

WEEK ONE Work Activity	Payroll Code	Mon	Tue	Wed	Thu	Fri	Sat	TOTAL
CDBG	1							
TOTAL								
OVERTIME	2							
VAC	3							
SICK	4							
HOLIDAY	5							
OTHER (insert code)								
SUBTOTAL								
WEEK TWO Work Activity	PAYROLL CODE	Mon	Tue	Wed	Thu	Fri	Sat	TOTAL
CDBG	1							
TOTAL								
OVERTIME	2							
VAC	3							
SICK	4							
HOLIDAY	5							
OTHER (insert code)								
SUBTOTAL								
GRAND TOTAL								

9 – Floating Holiday

10 – Other

11 – Bereavement Leave

12 – Workman Comp Pay

13 – Military Leave

14 – Civil Leave

I do hereby certify that the hours included above that are wholly or partially paid with funds from the U.S. Department of Housing and Urban Development are calculated based upon the actual time worked in that program. I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

Employee Signature: _____

Supervisor Signature: _____

End of Exhibit “B-3”

EXHIBIT “C”
INSURANCE REQUIREMENTS
City of Temple Terrace
Interlocal Funding Agreement FY25

Hillsborough County requires you to submit, within ten (10) days of the approval of this Agreement, your current Certificate of Insurance indicating types of coverage and limits of coverage in accordance with the schedule below. This information must be kept current so long as the funding agreement remains active. You are to provide a copy of your Certificate of Insurance no later than ten (10) days from the date of its expiration.

Required If checked	INSURANCE	MINIMUM COVERAGE LIMITS
☒	Commercial General Liability Comprehensive Form – CG0001 or equivalent	"Occurrence" form only
	Bodily Injury and Property Damage	Each Occurrence \$1,000,000
	Damage to Rented Premises	Each Occurrence \$50,000
	Medical Expenses	Any One Person \$5,000
	Personal & Advertising Injury	Each Occurrence \$1,000,000
	Products/Completed Operations	Each Occurrence \$1,000,000
	General Aggregate	\$2,000,000
	Prod/Completed Operations Aggregate	\$2,000,000

Your failure to maintain your insurance coverage will be a defaulting event of this Agreement and may impact your ability to maintain or receive any further funding.

****All insurance policies must include standard fire and extended coverage in amounts not less than necessary to comply with the coinsurance clause. All policies shall be in such form and shall have attached hereto ~~loss~~ payable clauses in favor of “Hillsborough County, a political subdivision of the State of Florida” and any other parties as shall be satisfactory to the County. The County shall be listed as an additional insured on all such insurance policies covering projects under this agreement on a separate insurance certificate.**

FLOOD INSURANCE. *(Required whenever the property is located in an area of special flood hazards in which flood insurance is available under the National Flood Insurance Act.)*

☐ REQUIRED ☒ NOT REQUIRED

Flood insurance shall be provided for the subject property during the term of the mortgage loan. The insurance shall be in an amount at least equal to the outstanding principal balance of all mortgage(s), or the maximum amount of insurance available with respect to the project under the National Flood Insurance Act, whichever is lesser.

End Exhibit “C”

EXHIBIT “D”
QUARTERLY PROGRESS REPORT
City of Temple Terrace
Interlocal Funding Agreement FY25

Report quarters are as follows: (1) October 1 through December 31, (2) January 1 through March 31, (3) April 1 through June 30th, and (4) July 1 through September 30th, by the 1st day of the month following the quarter. The Subrecipient must submit a quarterly report even in quarters where there has been no activity on the project, briefly describing the circumstances.

I. Please specify which Quarter is being reported: 1 ☐ 2 ☐ 3 ☐ 4 ☐
Calendar Year _____

FUNDING SOURCES	PROGRAM COSTS	FUNDS EXPENDED THIS QUARTER	REMAINING BALANCE OF FUNDS	PERCENTAGE OF FUNDS EXPENDED
CDBG Funds	\$234,074.00			
Total Funding	\$234,074.00			

Describe the program accomplishments this quarter and cumulative to date: (% completion, national objective met, etc.)

Please briefly note project status/delays: (Attach additional page, if necessary)

II. Do you need technical assistance? If yes, please specify:

I certify the information contained in this report is accurate and the program is operating according to the terms, guidelines and requirements set forth in the Subrecipient Agreement.

Authorized Signature

Date

End of Exhibit “D”

EXHIBIT “E”
EXPENDITURE SCHEDULE
City of Temple Terrace
Interlocal Funding Agreement FY25

FUNDING AMOUNT: \$234,074

MONTH	PROPOSED EXPENDITURE	PERCENTAGE USED
December 2025		
January 2026		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
TOTAL:	\$234,074	

Comments: _____

Authorized Signature Title Date

End of Exhibit “E”

EXHIBIT "F"
IMPROVEMENTS MAP
 City of Temple Terrace
 Interlocal Funding Agreement FY25



EXHIBIT "G"
FEDERAL AWARD IDENTIFICATION FOR SUBAWARDS
2 C.F.R. PART 200, SECTION 200.331(b) (1)

City of Temple Terrace
Interlocal Funding Agreement FY25

Note: If the resources awarded to the recipient represents multiple federal projects, complete a form for each federal project.

CHECK ALL THAT APPLY:

- Amendment: ☐ Amendment No. 0
- Subrecipient is funded with a single federal award: ☐
- Subrecipient is funded with more than one federal award (complete form for each federal award): ☐
-

Federal Award Identification

- 1) Subrecipient Name (must match entity's registered name associated with its unique entity identifier number: **The City of Temple Terrace**
- 2) Subrecipient's unique entity identifier: **NNWVPJ7HQNY9**
- 3) Federal Award Identification Number: **B-24UC-12-0002**
- 4) Federal Award Date made to Hillsborough County: **10/01/2024**
- 5) Subaward period of performance: Start date: **December 2025** End date: **January 2027**
- 6) Subaward budget period start and end date: Start date: **December 2025** End date: **December 2026**
- 7) Amount of Federal Funds Obligated to Subrecipient by this action: **\$234,074**
- 8) Total Amount of Federal Funds Obligated to Subrecipient from Pass-Through Entity: **\$234,074**
(Including this funding obligation)
- 9) Total amount of the Federal Award committed to this Subrecipient (in dollars): **\$234,074**
- 10) Federal Awarding Agency Name: **U.S. Department of Housing and Urban Development**
- 11) Federal Awarding Official Contact Name: **Larry Hodges**
- 12) Federal Awarding Official Contact Number: **(904) 232-1777**
- 13) Catalog of Federal Domestic Assistance (CFDA) Number and Program Title:

Number: **14.218** Title: **Community Development Block Grant**
- 14) Is award for Research and Development (R&D): Yes ☐ No ☒

Contact Information for Pass-Through Entity (PTE) (PTE = Hillsborough County)

- 15) PTE Department Contact Name and Title:
Name: **Brenda Brackins** Title: **Director**
- 16) PTE Contact Phone Number: **(813) 274-6732**
- 17) PTE Contact E-mail: BrackinsB@hillsboroughcounty.org

Indirect Cost Rate

- 18) Does this subaward include indirect costs? Yes ☐ No ☐
If yes, please specify rate below:

- (a) de minimis rate of 15 percent _____
- (b) Federal negotiated rate between Subrecipient and federal agency _____

Federal Award Project Description

The purpose of the federal award project description is to assist in meeting the reporting requirements of the Federal Funding Accountability and Transparency Act (FFATA). Provide the project description as presented in the project details section of the PRIME federal award. If the grant is amended, provide the project description pertaining to the original grant and the amended grant.

Federal Award project description: Funds will be used for relocating water meter to the front roadway side and upsizing the water main pipes from 4 inch pipes to 6 inch pipes.

Form 11-05-15 (Replaces all previous forms)

End Exhibit "G"

**EXHIBIT “H”
FEDERALLY REQUIRED SUBAWARD INFORMATION
2 C.F.R. PART 200, SECTION 200.332(b)**

City of Temple Terrace
Interlocal Funding Agreement FY25

CFDA NUMBER AND TITLE: CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA)
LOCATED AT: <https://www.cfda.gov/>

NUMBER: 14.218

PROGRAM TITLE: Community Development Block Grant (CDBG)

SUBRECIPIENT NAME (must match entity’s registered name associated with its DUNS number):

City of Temple Terrace

GRANT NUMBER (County designated unique identifier; or N/A if not applicable):

N/A

PASS-THROUGH ENTITY CONTACT NAME AND TITLE: (Pass-through entity = Hillsborough County)

NAME: Brenda Brackins

TITLE: Director

1. Pursuant to 2 C.F.R. Section [200.332(b)(2)], All requirements imposed by the County on the subrecipient so that the federal award is used in accordance with federal statutes, regulations and the terms and conditions of the federal award are included herein. (See **Article I Scope of Service, Article IX Compliance with Applicable Laws**)
2. Pursuant to 2 C.F.R. Section [200.332(b)(3)], Any additional requirements that the County imposes on the subrecipient in order for the County to meet its own responsibility to the federal awarding agency including identification of any required financial and performance reports are included herein. (See **Section V Program Reports**)
3. Pursuant to 2 C.F.R. Section [200.332(b)(4)], An approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government or, if no such rate exists, a 10 percent de minimis rate of modified total direct costs as defined in 2 C.F.R. Section §200.414(f), Indirect (F&A) costs, are included herein. (See **Exhibit I**)
4. Pursuant to 2 C.F.R. Section [200.332(b)(5)], A requirement that the subrecipient permit the County and auditors to have access to the subrecipient's records and financial statements as necessary for the County to meet the requirements of 2 C.F.R., Part 200 are included herein. (See **Article XV Maintenance of Records**)
5. Pursuant to 2 C.F.R. Section [200.332(b)(6)], Appropriate terms and conditions concerning closeout of the subaward are included herein. (See **Article II Period of Agreement and Effective Date, Article XXV Rev of Assets**)

DEFINITIONS:

CFDA – Catalog of Federal Domestic Assistance
DUNS – Data Universal Numbering System
Pass-Through Entity – Hillsborough County
Modified Total Direct Costs - direct salaries, wages, fringe benefits, materials, supplies, travel, and
first \$25,000 of each subaward.

Form 11-05-15 (Replaces all previous forms)

End of Exhibit “H”

EXHIBIT “I”
BUILD AMERICA BUY AMERICA PREFERENCE CERTIFICATION
City of Temple Terrace
Interlocal Funding Agreement



Project Information

Grantee	
Grant Number	
Activity Name	
Activity Number (IDIS/DRGR)	

This “*Optional Buy America Preference Certification*” is used to certify that, as required by the Build America, Buy America (BABA) Act, all of the iron, steel, manufactured products, and construction materials incorporated into an infrastructure project are produced in the United States, unless exempted by a HUD general waiver or a project-/product-specific waiver approved by the Made in America Office (MIAO) at the Office of Management and Budget (OMB).

For covered materials not otherwise exempted from the Buy America Preference (BAP), the undersigned certifies the following:

- All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- All manufactured products used in the project are produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard that meets or exceeds this standard has been established under applicable law or regulation for determining the minimum amount of domestic content of the manufactured product;
- All construction materials used in the project are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

Attach a list of all covered materials procured by the signatory and used in the project.

I hereby certify this information is complete and accurate and agree to provide documentation collected on the country of origin for all covered materials I caused to be incorporated into or affixed to an infrastructure project to the CPD grantee and HUD upon request. I understand and agree that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Signature	Title/Organization	Date

This material is based upon work supported, in whole or in part, by Federal award number C-21-TA-MD-0009 awarded to Enterprise Community Partners, Inc. by the US Dept of HUD. The substance and findings of the work are dedicated to the public. Neither the United States Government, nor any of its employees, makes any warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately-owned rights. Reference herein to any individuals, agencies, companies, products, process, services, service by trade name, trademark, manufacturer, or otherwise does not constitute or imply an endorsement, recommendation, or favoring by the author(s), contributor(s), the U.S. Government or any agency thereof. Opinions contained herein are those of the author(s) and do not necessarily reflect the official position of, or a position that is endorsed by, HUD or any Federal agency.

End of Exhibit “I”

EXHIBIT "J"
SUBRECIPIENT'S FINAL
BUILD AMERICA BUY AMERICA ACT CERTIFICATION

City of Temple Terrace
Interlocal Funding Agreement

I, Andy Rosee, the Mayor, of the City of Temple Terrace, the recipient of certain Community Development Block Grant (CDBG) funds from Hillsborough County for eligible improvements within designated low to moderate income areas at _____ (the "**Project**"), hereby certify that all iron, steel, manufactured products, and construction materials incorporated into the Project were in full compliance with the Build America, Buy America Act, or comply with waivers granted by the U.S. Department of Housing and Urban Development.

I understand and agree that a false statement may subject me to penalties under federal and state law relating to false claims and statements.

SUBRECIPIENT:

City of Temple Terrace., a municipal corporation

Signed, sealed, and delivered in the presence of:

Witness Signature

By: _____

Name printed or type

Andy Ross, Mayor

Witness Address

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____ 2025 by Andy Ross, as Mayor of the City of Temple Terrace, a municipal corporation organized and existing under the laws of the State of Florida, on behalf of the corporation. He/she is personally known to me ☐ or has produced _____ (type of identification) as identification.

[Notary Seal]

Notary Public

Name typed, printed, or stamped

My Commission Expires: _____

**EXHIBIT “K”
AFFIDAVIT OF COMPLIANCE**

Before me, a notary public, in and for the State of Florida – at large, personally appeared,
_____, **and having first made due oath or affirmation, states:**

1. My name is Andy Ross.
2. I am the Mayor of the City of Temple Terrace.
3. The City of Temple Terrace is located in Hillsborough County, Florida and is a municipal corporation organized and existing under the laws of the State of Florida.
4. I am duly authorized and empowered and have sufficient knowledge to execute and deliver this Affidavit.
5. I affirm that the City of Temple Terrace is not:
 - a. Owned or controlled by the government of the People’s Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People’s Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic (collectively and individually, a Foreign Country of Concern), including any agency of or any other entity of significant control of such Foreign Country of Concern. Where ‘controlled by’ means *having possession of the power to direct or cause the direction of the management or policies of a company, whether through ownership of securities, by contract, or otherwise; or a person or entity that directly or indirectly has the right to vote 25 percent or more of the voting interests of the company or that is entitled to 25 percent or more of its profits is presumed to control the foreign entity; or*
 - b. A partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a Foreign Country of Concern, or a subsidiary of such entity.

Under penalties of perjury, I declare that I have read the foregoing Affidavit and that the facts stated in it are true.

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization, this _____ day of _____, 2025 by Andy Ross, as Mayor of the City of Temple Terrace, a municipal corporation organized and existing under the laws of the State of Florida, who is personally known to me or who has produced _____ as identification.

[Notary Seal]

Notary Public

Name typed, printed, or stamped

My Commission Expires: _____

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Jeannie Barlow, Senior Executive Assistant

Item Type: Resolution - Agreement/Contract

Subject: Resolution Approving the Corrected Contract and Addendum With BS&A Software for ERP Implementation Services

Presenter: Sara Sanchez Borda, Municipal Systems Analyst

Recommendation:

It is recommended that Council adopt a resolution approving the corrected version of the contract and addendum with BS&A Software for ERP implementation services.

Discussion:

On November 4th, 2025, the City Council approved a contract between the City of Temple Terrace and BS&A Software as part of the ERP system implementation project (RFP No. 25-004). Upon closer examination, it was discovered that the documents approved by Council contained a handful of items that were to have been changed from an earlier draft but in the back and forth of negotiation and multiple re-writes, these few items did not appear in their final version at the time of Council approval. The items do not affect the contract terms in regard to cost or performance. The documents have since been corrected and are being brought to Council for renewed approval. The changes from the original approval are the following:

1. Customer Order Form:
 - Clarified language by adding “and addendum” to the list of referenced documents on page 1.
2. Addendum to BS&A Custom Order Form:
 - In III(B), Removed a clause stating BS&A would refund prepaid SaaS fees upon termination for cause (conflicted with contract terms).
 - In IV(F), Revised the Disputes clause to state disputes would be negotiated by both parties, rather than solely decided by the City Manager.
 - In IV(K), Adjusted precedence language to ensure the main contract terms govern.
3. Statement of Work:
 - Added clarification to the Payment Schedule in Section 6.1 to link payments to specific phases as outlined in Section 3 (Delivery Method) on page 27.

Resolution/Ordinance Information:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING THE CORRECTED IMPLEMENTATION SERVICES AND PURCHASING AGREEMENT BETWEEN THE CITY OF TEMPLE TERRACE AND BS&A SOFTWARE; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CORRECTED AGREEMENT; PROVIDING AN EFFECTIVE DATE.

Appropriation Code:

Requirements:

Resolution

Cost:

Attachments:

1. Resolution
2. BSA Addendum 2025 v2
3. SOW v4 BSA
4. Temple Terrace City Hillsborough FL - Q 1962 Customer Terms and Conditions v4

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING THE CORRECTED IMPLEMENTATION SERVICES AND PURCHASING AGREEMENT BETWEEN THE CITY OF TEMPLE TERRACE AND BS&A SOFTWARE; AUTHORIZING THE CITY MANAGER TO EXECUTE THE CORRECTED AGREEMENT; PROVIDING AN EFFECTIVE DATE.

Whereas, the City of Temple Terrace previously approved an agreement with BS&A Software for ERP implementation services at the November 4, 2025 City Council meeting; and

Whereas, due to an administrative error, the version of the agreement presented to and approved by City Council was an earlier draft and did not reflect the final negotiated terms; and

Whereas, the corrected version of the agreement includes clarifications and revisions reviewed and approved by the City Attorney's Office to ensure legal accuracy, alignment with negotiations, and clarity of intent as follows;

1. Customer Order Form:
 - Clarified language by adding "and addendum" to the list of referenced documents on page 1.
2. Addendum to BS&A Custom Order Form:
 - In III(B), Removed a clause stating BS&A would refund of prepaid SaaS fees upon termination for cause (conflicted with contract terms).
 - In IV(F), Revised the Disputes clause to state disputes would be negotiated by both parties, rather than solely decided by the City Manager.
 - In IV(K), Adjusted precedence language to ensure the main contract terms govern.
3. Statement of Work:
 - Added clarification to the Payment Schedule in Section 6.1 to link payments to specific phases as outlined in Section 3 (Delivery Method) on page 27.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, that:

1. The Implementation Services and Purchasing Agreement between the City of Temple Terrace and BS&A Software, LLC, as corrected, is approved.
2. The City Manager is authorized to execute the corrected agreement.
3. This resolution shall become effective immediately upon adoption.

Passed and Adopted by the City Council of the City of Temple Terrace, Florida, this 2nd day of December, 2025.

(Corporate Seal)



X

Andrew Ross, Mayor
Chair of the City Council

Attest:

X

Lynda Sader
City Clerk



ADDENDUM TO BS&A CUSTOM ORDER FORM

This Addendum is between the City of Temple Terrace, Florida ("Customer" or "City") and BS&A Software, LLC ("Provider"), which are the parties hereto ("Parties"), made effective as of the date of the executed Custom Order Form. The Customer and Provider are parties to the Custom Order Form (the "Agreement") to which this document is an Addendum.

I. AGREEMENT MANAGEMENT

A. Agreement Managers

The parties have identified the following individuals as Agreement Managers. These individuals are responsible for enforcing performance of this Agreement's terms and conditions and shall serve as liaisons between each party and the other.

FOR THE CITY

Sara Sanchez Borda
11250 North 56th Street
Temple Terrace, FL 33617
Telephone: (813) 506-6483
Email: ssanchezborda@templeterrace.gov

FOR BS&A SOFTWARE, LLC

Steve Rennells
14965 Abbey Lane
Bath Town, Michigan
Telephone: (248) 808-7328
Email: srennells@bsasoftware.com

II. AGREEMENT MODIFICATION

After execution of this Agreement, modifications to the provisions contained therein, with the exception of Section I., AGREEMENT MANAGEMENT, shall be valid only through execution of a formal written amendment to this Agreement. Any changes in the information contained in Section I., AGREEMENT MANAGEMENT, will be provided to the other party in writing and a copy of the written notification shall be maintained by both parties.

III. TERMINATION

A. Termination At Will

This Agreement may be terminated by either party upon no less than 30 days' notice, without cause, unless a lesser time is mutually agreed upon by both parties. Notice shall be delivered by certified mail (return receipt requested) or another method whereby a receipt of delivery may be obtained.



B. Termination For Cause

Either party may terminate this Agreement for failure to comply with the terms of this Agreement. The terminating party shall provide the other party with written notice of the failure to comply. The party failing to comply shall have thirty (30) days following receipt of such notice to cure the failure. If the failure to comply is not cured within thirty (30) days, the terminating party may terminate this agreement with 24 hours' written notice.

This Agreement may be terminated with 24 hours' notice by the City for any failure of the Entity to comply with any applicable Florida Law and/or City Ordinance.

IV. OTHER CONDITIONS

A. Public Records

Provider understands and agrees to comply with Florida Public Records Laws of Chapter 119, specifically to a.) Keep and maintain public records required by the City to perform the service, b.) Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law, c.) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement term and following completion of the agreement if the Provider does not transfer the records to the City, d.) Upon completion of the agreement, transfer, at no cost, to the City all public records in possession of the Provider or keep and maintain public records required by the City to perform the service. If the Provider transfers all public records to the City upon completion of the agreement, the Provider shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Provider keeps and maintains public records upon completion of the agreement, the Provider shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

If the Entity has questions regarding the application of Chapter 119, Florida Statutes, to the Entity's duty to provide public records relating to this contract, contact the custodian of public records at:



813.506.6440

Legislative@templeterrace.gov

**11250 N. 56th Street,
Temple Terrace, FL 33617**

B. Americans With Disabilities Act

The Entity shall comply with the Americans With Disabilities Act. In the event the Entity's noncompliance with the nondiscrimination clauses, the Americans with Disabilities Act, or with any other such rules, regulations, or orders, this Agreement may be canceled, terminated or suspended, in whole or in part, and the Entity may be declared ineligible for further Agreements.

C. Anti-Human Trafficking

Provider must complete and abide by the Anti-Human Trafficking Affidavit, **Attachment A**.

D. E-Verify

Provider, and any subcontractors Provider uses to carry out the duties and responsibilities in this contract, must register with and use the E-Verify system (E-Verify.gov) to verify the work authorization for newly hired employees within three (3) business days of hire. In the event the E-Verify system is unavailable, Provider, and its subcontractors, will comply with section 448.095(2)(c) of Florida Statutes. If applicable, Provider must also obtain and retain an affidavit from a subcontractor stating that the subcontractor does not employ, contract with or subcontract with anyone who is not duly authorized to work in the United States.

E. Force Majure

Neither party shall be liable for loss or damage suffered as a result of any unforeseeable delay or failure in performance under this Agreement or interruption of performance resulting directly or indirectly from acts of God, fire, explosions, earthquakes, floods, water, wind, lightning, civil or military authority, acts of public enemy, war, riots, civil disturbances, insurrections, strikes, or labor disputes.

F. Disputes

Any dispute concerning performance of the terms of this Agreement shall be resolved informally by the Agreement Managers. Any dispute that cannot be resolved informally shall be reduced to writing and negotiated between the Parties.

G. Jurisdiction and Venue



This Agreement shall be governed by the laws of the State of Florida. All legal proceedings arising out of or relating to this Agreement shall be brought in the state and federal courts of Florida, Hillsborough County.

H. No Third-Party Beneficiaries

Except as otherwise expressly provided herein, neither this Agreement, nor any amendment, addendum, or exhibit attached hereto, nor term, provision, or clause contained therein, shall be construed as being for the benefit of or providing a benefit to, any party not a signatory hereto.

I. Notices

All notices required or permitted by this Agreement shall be given, in writing, and by hand-delivery, email, or certified mail, to the respective addresses of the Agreement Managers as set forth above. All notices by hand-delivery shall be deemed received on the date of delivery, and all notices by email shall be deemed received when they are transmitted and not returned as undelivered or undeliverable. Either party may change the names, addresses, or telephone numbers set forth in Section I. AGREEMENT MANAGEMENT, above by written notice given to the other party as provided above.

J. Scrutinized Companies

1. In executing this Agreement, Provider certifies that it is not listed on the Scrutinized Companies that Boycott Israel List nor is Provider engaged in a boycott of Israel (as defined in section 215.4725, F.S.). Provider agrees, pursuant to section 287.135, F.S. that the Council may immediately terminate this Agreement for cause if the Provider is found to have submitted a false certification or is placed on the Scrutinized Companies that Boycott Israel List or is found to be engaged in a boycott of Israel during the term of the Agreement.
2. In executing this Agreement, Provider certifies it is not on the Scrutinized Companies with Activities in Sudan or the Scrutinized Companies with Activities in Iran Terrorism Sectors List and that it does not have business operations in Cuba or Syria. Provider agrees that the Council may terminate this Agreement if Provider is found to have submitted a false certification or has been placed on a list pursuant to section 215.473, F.S., relating to scrutinized active business operations in Iran.

K. Sovereign Immunity

The City, a political subdivision as defined in section 768.28, F.S., and the Provider, a non-governmental corporation, agree to be fully responsible for acts and omissions of their own agents, employees, or members to the extent permitted by law. Nothing herein is intended to serve as a waiver of sovereign immunity by the City to which sovereign immunity may be



applicable. Further, nothing herein shall be construed as consent by the City to be sued by third parties in any matter arising out of this Agreement.

Except as otherwise revised pursuant to this Addendum, all terms and provisions of the Agreement will remain in full force and effect. Where terms may contradict the Order of Precedence is as follows:

1. BS&A Customer Order Form and Terms and Conditions
2. Addendum To BS&A Custom Order Form and Agreement
3. City of Temple Terrace Statement of Work
4. Request For Proposal #25-004 and Addendums in Reverse Order of Publish Date
5. BS&A Request For Proposal Response

IN WITNESS THEREOF, the parties have entered into this Agreement by their undersigned officials as duly authorized.

THE CITY OF TEMPLE TERRACE:

SIGNATURE OF AUTHORIZED PERSON: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

BS&A SOFTWARE, LLC:

SIGNATURE OF AUTHORIZED PERSON: _____

PRINT NAME: _____

TITLE: _____

DATE: _____



ATTACHMENT A

ANTI-HUMAN TRAFFICKING AFFIDAVIT

Pursuant to section 787.06(14), Florida Statutes, when a contract is executed, renewed, or extended between a nongovernmental entity and a governmental entity, the nongovernmental entity must provide the governmental entity with an affidavit signed by an officer or a representative of the nongovernmental entity under penalty of perjury attesting that the nongovernmental entity does not use coercion for labor or services as defined in 787.06 F.S.

Section 787.06, Florida Statutes, defines “Coercion” as:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person, including extortionate extension of credit, loan sharking as defined in F.S. 687.071, or employment contracts that violate the statute of frauds as provided in F.S. 725.01;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of F.S. 893.03 to any person for the purpose of exploitation of that person.

(Insert Name of Entity) does not use coercion for labor or services as defined in section 787.06, Florida Statutes.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Entity Name: _____

Representative/Officers Printed Name: _____

Representative/Officer's Title: _____

Signature: _____ Date: _____

Statement of Work

City of Temple Terrace



Prepared for: City of Temple Terrace

Prepared by: Steve Rennell
BS&A Software

Date: July 28, 2025
Version: 3
Revision: August 27, 2025
Status: Draft

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1. Contact List

This section provides the list of key contacts for both BS&A Software and City of Temple Terrace:

BS&A Contacts

Name	Email	Title	Phone
Steve Rennell	srennell@bsasoftware.com	Senior Account Executive	248-808-7328
Lauren Hirn	lhirn@bsasoftware.com	Director of Project Management	517-641-8900
TBD		Project Manager	517-641-8900
Matt Holland	Matt.holland@bsasoftware.com	VP of Professional Services (Executive Sponsor)	517-641-8900

City of Temple Terrace Contacts

Name	Area	Email	Phone
Sara Sanchez Borda	Project Manager	ssanchezborda@templeterrace.gov	813-506-6483
Angela Torres	Utilities SME	atorres@templeterrace.gov	813-506-6420
Angela Torres	Work Order UB SME	atorres@templeterrace.gov	813-506-6420
Nick Martinez	Work Order Utilities SME	nmartinez@templeterrace.gov	813-506-6597
Marlon Blankenship	Work Order Streets, Stormwater, Parks & Grounds SME	mblankenship@templeterrace.gov	813-506-6579
Ron Skolnik	Work Order Facilities SME	rskolnik@templeterrace.gov	813-506-6585
Eddie Davis	Work Order Fleet SME	edavis@templeterrace.gov	813-506-6580

Jennifer Newman	Primary Core Financials SME	jnewman@templeterrace.gov	813-506-6412
Jamie Deve	Secondary Core Financials SME	jdeve@templeterrace.gov	813-506-6419
Jennifer Newman	GL & FA SME	jnewman@templeterrace.gov	813-506-6412
Janelle Treat	AR & CR SME	jtreat@templeterrace.gov	813-506-6418
Michele Malenda	PO & AP SME	mmalenda@templeterrace.gov	813-506-6416
Jennifer Newman	Inventory SME	jnewman@templeterrace.gov	813-506-6412
Marisa Robinson	Building Department SME	mrobinson@templeterrace.gov	813-506-6484
Candace Willoughby	Permit SME	cwilloughby@templeterrace.gov	813-506-6470
Jack Shanks	Code SME	jshanks@templeterrace.gov	813-506-6684
Sasha Melendez	Rental SME	smelendez@templeterrace.gov	813-506-6990

2. Project Overview, Objectives, and Scope

2.1 Project Overview

This Statement of Work (SOW) outlines the scope, deliverables, timelines, and resources required for the implementation of BS&A Cloud for the City of Temple Terrace. The project will include the following areas:

Financial Management

- General Ledger
- Budget
- Accounts Payable
- Purchase Order
- Cash Receipting
- Bank Reconciliation

Fixed Assets

- Inventory Management
- Utility Billing
- Utility Billing
- Work Order (Water, Sewer, Streets, Stormwater, Facilities, Sanitation, Parks, Grounds and Fleet)
- BSA Online Bill Pay
- Payments

Community Development

- Building Department (Permit and land use)
- BSA Online Building
- Rental Housing
- Code Enforcement

This document aims to define clear deliverables and expectations for the successful deployment of the BS&A Cloud.

2.2 Project Objectives

The objective of this project is to upgrade the current ERP system by integrating new functionalities, increasing operational efficiency, and aligning the organization with the best modern practices.

2.3 Project Scope

Financial Management, Utility Billing, and Community Development Module Implementation - Scope of Work

The following key activities will be undertaken:

Implement the Financial Management (FM) modules in BS&A Cloud:

- General Ledger/Budgeting, Accounts Payable, Purchase Order
 - General Ledger – Chart of Accounts map from old to new GLs provided by the city, 5 Years of Budget and Journal Transactions from HTE
 - Accounts Payable – Vendors Only, from PaymentWorks flat file
 - Purchase Order – Open Purchase Orders from flat file
- Cash Receipting
 - HTE Conversion for 5 years
- Accounts Receivable, Fixed Assets, and Inventory Management
 - Manual import: BS&A provides the template in which they need the data to import into the system. The city will fill out the template which BS&A will import

Implement Utility Billing (UB) modules in BS&A Cloud

- Utility Billing including HTE conversion for 5 years
- Work Order HTE conversion for 5 years and setup for Water, Sewer, Streets, Stormwater, Facilities, Sanitation, Parks, Grounds and Fleet.
- The BS&A Online Bill Pay module will include payments. Requests for new services will only be available at a later stage, after BS&A has been fully implemented in the City. However, once this functionality becomes available (Q3 or Q4 of 2026), the City will be able to take full advantage of the feature.

Community Development modules in BS&A Cloud

- Building Department with conversion from HTE
 - Permits 5 years
 - Code Enforcement 5 years, plus all open cases and any cases with unpaid lien.
 - Rental Housing all records
- BS&A Online Community Development for inspection scheduling, permit applications, contractor portal, Land use applications, and rental house licenses
- Integration with review planning tool.
- GIS integration to view and query land use

The deliverables include:

- User Acceptance Testing (UAT) Database for all modules, which includes:

- Separate testing activities for Financials/Utility Billing and Community Development (code enforcement, rental housing, land use and permits)
 - Will be completed twice, in two phases
- Pre-Go-Live Database and cloud site
- Pilot Phase for Each Implementation Group:

A structured pilot will be conducted by the subject matter experts for each module group following the Test/Train phase and prior to citywide deployment. This will include:

 - A limited go-live using real data in semi-production conditions
 - Validation of workflows, reports, integrations, and user readiness
 - Feedback collection and resolution of any critical issues
 - Written sign-off by each department lead, SME, and the City's Project Manager
 - The Pilot Phase must be completed successfully prior to the start of the Deploy phase for each group
- Production-ready Database and cloud site

3. Delivery Method

This section describes the method that BS&A Software will use to deliver this project to City of Temple Terrace. This method is described in terms of the approach and a detailed schedule.

3.1 Approach

BS&A Software will use the following six-phase approach to fulfill the needs of City of Temple Terrace:

Kickoff meeting

- Project kickoff meeting with City and BS&A stakeholders.

Phase 1 – Plan

- On-site discovery sessions to gather detailed process information.
- Working Sessions to Refine/Confirm Solution Design
 - Separate Sessions for Financial, Utility Billing and Community Development
- Solution design is based on BS&A's best practice recommendations, which are aligned with the City's process improvement goals.
 - This proposed design must be formally reviewed and agreed upon by the City at the end of Phase 1, as it will serve as the foundation for all subsequent system configuration and implementation activities.

Phase 2 – Build

- Focused on setting up the system and converting data.
- Includes:
 - Preliminary data extractions from HTE
 - Data conversion and validation
 - Initial configuration based on the agreed-upon solution design
 - Secondary data extraction and validation to address any issues or new modules.
 - Preparation for User Acceptance Testing 1 (UAT1) and Pre-Go Live training

Phase 3 – Test/Train

- User Acceptance Testing (UATs) are conducted using City data to validate:
 - System functionality
 - Data accuracy
 - Configuration and workflows
 - Report outputs and integrations
- Issue logs are maintained throughout testing and must be addressed by BS&A prior to UATs sign-off.
- UATs cannot be considered complete or approved until all identified issues have an agreed upon resolution plan.
- Training is delivered on-site and includes:
 - Process walkthroughs aligned with the final solution design
 - Documentation with screenshots
 - Recorded sessions for reference
- Pre-go-live training is provided to end-users, with a focus on real workflows and operational responsibilities.
- Desk-side training supports key staff in their functional areas to ensure readiness.

Phase 4 – Pilot

This phase serves as a live operational checkpoint, where each module Subject Matter Expert (SME) runs simulated processes in both systems to validate that functional, technical, and reporting outcomes are met.

- The Pilot is time-limited but functionally complete, meaning the SME performs standard operations in both systems concurrently (Naviline and BS&A).
- A second preliminary data extraction and conversion from the legacy system will provide access to recent data.
- Pre-final data validation to ensure accuracy of financial, billing, and operational records.
- Allows for real-time validation of:
 - Workflow logic
 - Data accuracy
 - Report outputs
 - System usability and user readiness
- Issues encountered during the pilot are documented in the project issue log and a resolution plan will be created.
- Pilot testing ensures modules function correctly both independently and in integration with related departments and systems.
- Each SME is required to complete business transactions and reconciliations in both systems throughout the pilot window.
- Pilot sign-off is mandatory
 - Must be obtained from:
 - The Subject Matter Expert (SME) for the module group
 - The Department Director overseeing that functional area
 - The City's ERP Project Lead
 - Includes:

- Configuration and workflow review to confirm all agreed-upon design elements are correctly reflected in the system.
- A formal pre-go-live checklist, mutually reviewed by BS&A and the City, must be completed prior to go-live approval. This includes validation of data, user access, workflows, and unresolved issues. (Appendix 7.2)

** This phase ensures operational confidence and validates that outcomes are achievable in a live environment before moving into full production use.

Phase 5 – Deploy

This phase focuses on transitioning the City from the legacy system (HTE) to the BS&A Cloud system, ensuring all data, configurations, and users are fully prepared for go-live after Pilot phase was successful.

- Final data extraction and conversion from the legacy system.
- Final data validation to ensure accuracy of financial, billing, and operational records.
- Cutover planning and execution in collaboration with City
- System goes live with City users actively processing transactions in the new platform.
- BS&A provides go-live support, including:
 - Troubleshooting assistance
 - Monitoring system performance
 - Addressing any post-cutover issues

Phase 6 – Care

This phase ensures a smooth transition from implementation to long-term support, focusing on continued user confidence, issue resolution, and system stability.

- Introductory meeting is held with the City's core team and BS&A Support to:
 - Review how to submit tickets using BS&A's help system
 - Clarify escalation paths and roles for issue resolution
 - Set expectations for support response times
- Training on the electronic help request process (BS&A's support portal or system).
- Introductory call with BS&A IT team and the City to introduce to the supporting team.

Figure 2: Delivery group overview

Group 1	GL & Budget	General Ledger & Budgeting
Group 2	UB & WO	Utility Billing, Work Orders tied to water/sewer from Customer Service perspective
Group 3	AR & CR	Accounts Receivable, Cash Receipting
Group 4	Online Portal	UB BS&A Online Bill Pay
Group 5	AP & PO	Accounts Payable, Purchase Orders
Group 6	FA, Inventory,	Fixed Assets, Inventory, Fleet Work Orders

	Fleet WO	
Group 7	WO – Infrastructure & Public Svcs	Water, Sewer, Streets, Stormwater, Facilities, Sanitation, Parks, Grounds
Group 8	Community Development	Land Use, Permits, Code Enforcement, Rental Housing
Group 9	Online Community Dev Portal	Online portal for permit applications, inspections, planning, and rental housing

3.2 High-Level Schedule

Task	Responsible Parties (Bold is Primary)	Start	Duration
Initiation Activities			
Initial Project Planning & Discovery	BS&A	Month 1	2 weeks
Create Initial High-level Schedule	BS&A and City	Month 1	1 week
Review & Confirm High-Level Schedule	BS&A and City	Month 1	1 day
Conduct Kick-Off Meeting	BS&A and City	Month 2	1 day
Review/Confirm Project Scope and Project Management Process	BS&A	Month 2	1 day
Establish Project Meeting Schedule	BS&A and City	Month 2	1 day
Assemble BS&A Project Team	BS&A	Month 2	1 day
Assemble City Project Team	City	Month 2	1 day
Create Detailed Project Timeline	BS&A and City	Month 2	2 weeks
Provide Requests for Information	BS&A	Month 3	1 day
Meet with Community Development to review Request for Information	BS&A and City	Month 3	1 day
Complete Requests for Information	City	Month 3	1 Month
IT and Data Conversion Activities			
Meet with City IT Staff to review Network Specifications & Data Extraction	BS&A and City	Month 3	1 day
Extract Preliminary Data from the current System	BS&A and City	Month 3	1 week
Remote Sessions to Capture Screen Shots – Separate Sessions for Each Module	BS&A and City	Month 3	2 weeks
Conduct Data Mapping and Develop Data Conversion Routines	BS&A	Month 4-6	1 month
Conduct a Review of Converted Data with City – Separate for Each Module	BS&A and City	Month 7	Several 2-3 hour sessions, by

			Module
Establish Environment	BS&A	Month 8	1 day
Knowledge Transfer			
Conduct an On-site Process Review Meetings - Financials	BS&A and City	Month 4	3 days
Conduct an On-site Process Review Meetings – Community Development	BS&A and City	Month 4	3 days
Conduct Analysis of Current Forms	BS&A and City	Month 7	1 day
Conduct Review of Required Reports	BS&A and City	Month 7	1 day
Conduct Analysis of System Interface Requirements	BS&A and City	Month 7	1 day
Develop Best Practices Recommendation	BS&A	Month 8	1 week
Approve Recommendations	City	Month 8	1 week
Provide Consulting and Assistance with Chart of Accounts Redesign	BS&A	Month 8	1 week
Create Solution Design Document	BS&A	Month 4-8	2 Months
Review Solution Design Document Refine/Confirm Workflows & Process Financials & Utilities	BS&A and City	Month 8	2 day
Review Solution Design Document Refine/Confirm Workflows & Process Community Development	BS&A and City	Month 8	2 day
Implementation			
Create Forms	BS&A	Month 9	2 days
Create Reports	BS&A	Month 9	2 days
Conduct 2nd Preliminary Data Extraction	BS&A and City	Month 9	2 days
Run 2nd Preliminary Data Conversion	BS&A	Month 9	1 Week
Conduct User Acceptance Training/Testing #1	BS&A and City	Month 10	9 days
Continue Testing/Pilot	City	Month 10	11 days
Conduct Users Acceptance Training/Testing #2	BS&A and City	Month 11	9 days
Continue Testing/Pilot	City	Month 11	11 days
Conduct Final Data Extraction	City	Month 12	2 days
Convert Final Data	BS&A	Month 13	2 days
On-site Set-up for Users & Configuration Items	BS&A	Month 13	4 days
Training			
On-site Training	BS&A and City	Month 13- 14	Varies `

Post-Go Live Training & Assistance	BS&A and City	Month 15	16 days
Post-Project Activities			
Conduct Post-Project Review & Assessment	BS&A and City	1 month post go-live	Varies
Conduct Post-Implementation Follow-Up Training	BS&A and City	TBD	TBD

4. BS&A Activities and Deliverables

This section describes specific activities and deliverables that will be provided by BS&A Software to fulfill the obligations set out in the Agreement and RFP response. The first section describes how we establish each of the BS&A Databases. Each subsection includes the detailed requirements for each specific module and includes: Process Definition, Cutover, and Training.

Establish BS&A Databases

- 1 Extract preliminary data with corroborating reports
- 1 Collect screenshots from current solution
- 2 Preliminary conversion development
- 3 Preliminary conversion QC and documentation
- 4 Preliminary data validation
- 5 Preliminary conversion data review
- 6 2nd Preliminary extraction
- 7 2nd Preliminary conversion development/validation
- 8 2nd Preliminary data validation
- 9 Extract Pre-final data (Pilot)
- 10 Convert Pre-final Data (Pilot)
- 11 Validate Pre-Final Data (Pilot)
- 12 Final Extract data
- 13 Convert final data
- 14 Validate final data
- 15 QC final BS&A Database and documentation
- 16 Verify the final BS&A Database at cutover

General Ledger (GL)/Budgeting

- 2 Review of the current GL process
 - a) Chart of Accounts analysis
 - b) Pooled cash environments
 - c) Budget Entry Process
- 3 Review BS&A module functionality
- 4 Confirm fiscal year end and desired GL format
- 5 Define BS&A process and training requirements
- 6 Build GL banks and assign GL cash accounts
- 7 Set up due to/due from rules
- 8 Document BS&A process
- 9 Verify final BS&A process by testing them
- 10 Conduct desk-side training for finance staff on general ledger operations

- 11 Conduct group training sessions on budgeting
- 12 Conduct group training session on general ledger lookup and reporting
- 13 Run parallel business-as-usual operations in both HTE and BS&A
- 14 Log and resolve issues raised by users during the pilot period
- 15 Ensure cross-module integration is functioning as expected (e.g., GL posting from AP/PO)
- 16 Reconcile data between HTE and BS&A (journal entries, budget balances)
- 17 Provide pilot go-live assistance for Balance inquiries, budget entry, Pooled cash functionality, and Chart of accounts navigation and validation
- 18 Provide desk-side support as needed during pilot
- 19 Support users in navigating real-time processes in BS&A
- 20 Obtain formal sign-off
- 21 Sign off final BS&A process at cutover
- 22 Provide go-live assistance for Balance inquiries, budget entry, Pooled cash functionality, and Chart of accounts navigation and validation
- 23 Troubleshooting assistance to monitor system performance and address any post-cutover issues
- 24 Ensure issue resolution and provide stabilization support

Accounts Payable

- 1 Review current Accounts Payable process
 - a) Invoice entry process and timing
 - b) Approval process
 - c) Check run process and timing
- 2 Review BS&A module functionality
- 3 Define BS&A process and training requirements
- 4 Validate check format layout
- 5 Verify 1099 vendors are marked
- 6 Set up Invoices entry process and timing, Approval process, and check run process and timing
- 7 Document BS&A process
- 8 Verify final BS&A process by testing them
- 9 Conduct group training sessions for invoice entry
- 10 Conduct group training sessions for invoice approval
- 11 Conduct desk-side training for accounts payable check creation
- 12 Run parallel business-as-usual operations in both HTE and BS&A
- 13 Log and resolve issues raised by users during the pilot period
- 14 Ensure cross-module integration is functioning as expected (e.g., GL posting from AP/PO)
- 15 Reconcile data between HTE and BS&A (invoices, payments and GL balances)
- 16 Provide pilot go-live assistance for invoice entry, approval, and check run process
- 17 Provide desk-side support as needed during pilot
- 18 Support users in navigating real-time processes in BS&A
- 19 Obtain formal sign-off
- 20 Sign off final BS&A process at cutover
- 21 Provide go-live assistance for invoice entry, approval, and check run process
- 22 Troubleshooting assistance to monitor system performance and address any post-cutover issues
- 23 Ensure issue resolution and provide stabilization support

Purchase Order (PO)

- 1 Review current requisition/purchase order processes

- 2 Requisition entry process and timing
- 3 Approval process
- 4 PO issuance process and timing
- 5 Change Order process
- 6 Review BS&A module functionality
- 7 Define BS&A process and training requirements
- 8 Set up:
 - a) Requisition entry process and timing
 - b) Approval process
 - c) PO issuance process and timing
 - d) Change Order process
- 9 Document BS&A process
- 10 Verify final BS&A process by testing them
- 11 Conduct group training sessions for requisition entry
- 12 Conduct group training sessions for requisition approval
- 13 Conduct desk-side training for PO issuance and reporting
- 14 Run parallel business-as-usual operations in both HTE and BS&A
- 15 Log and resolve issues raised by users during the pilot period
- 16 Ensure cross-module integration is functioning as expected (e.g., GL posting from AP/PO)
- 17 Reconcile data between HTE and BS&A (requisitions, Po's and GL balances)
- 18 Provide Pilot go-live assistance for requisition entry, PO approval, and Change Order approval
- 19 Provide desk-side support as needed during pilot
- 20 Support users in navigating real-time processes in BS&A
- 21 Obtain formal sign-off
- 24 Sign off final BS&A process at cutover
- 25 Provide go-live assistance for requisition entry, PO approval, and Change Order approval
- 26 Troubleshooting assistance to monitor system performance and address any post-cutover issues
- 27 Ensure issue resolution and provide stabilization support

Cash Receipting

- 1 Review the current Cash Receipting process
 - a) Number of receipt stations
 - b) Confirm receipt hardware requirements
- 1) Receipt Printers
- 2) Barcode Scanners
- 2 Review BS&A module functionality
- 3 Identify and document any desired process changes
- 4 Recommend best practices for process changes
- 5 Review receipt Item setup
- 6 Review tender type setup
- 7 Define BS&A process and training requirements
- 8 Set up cash receipting process, stations, tender methods, receipt items
- 9 Document BS&A process
- 10 Verify final BS&A process by testing them
- 11 Provide Pre-Go Live group training sessions
 - a) Conduct group training on receipt creation and daily reporting
- 12 Conduct desk-side training for balancing and deposit creation with subject matter experts

- 13 Run parallel business-as-usual operations in both HTE and BS&A
- 14 Log and resolve issues raised by users during the pilot period
- 15 Ensure cross-module integration is functioning as expected (e.g., GL posting from CR/AR)
- 16 Reconcile data between HTE and BS&A (AR balances, payments received, bills created (UB, permits, rental housing), and bank reconciliation).
- 17 Provide Pilot go-live assistance for receipt entry and daily reporting
- 18 Provide Pilot go-live assistance for Cash receipting (UB, rental housing, permits and others)
- 19 Provide desk-side support as needed during pilot
- 20 Support users in navigating real-time processes in BS&A
- 21 Obtain formal sign-off
- 22 Sign off final BS&A process at cutover
- 23 Provide go-live assistance for receipt entry and daily reporting
- 24 Provide go-live assistance for Cash receipting (UB, rental housing, permits and others)
- 25 Troubleshooting assistance to monitor system performance and address any post-cutover issues
- 26 Ensure issue resolution and provide stabilization support

Accounts Receivable

- 1 Review the current Accounts Receivable process
- 2 Identify and document any desired process changes
 - a) Recommend best practices for process changes
- 3 Review billing items
- 4 Review invoice and statement forms
- 5 Review Reconciliation
- 6 Work orders relating with sanitation billing
- 7 Define BS&A process and training requirements
- 8 Set up: cash Accounts Receivables, billing items, invoices and statement forms
- 9 Document BS&A process
- 10 Verify final BS&A process by testing them
- 11 Provide Pre-Go Live group training sessions
- 12 Conduct group training on account and invoice creation
- 13 Provide training and go-live assistance for account and invoice creation and daily reporting
- 14 Conduct desk-side training for advanced module features with subject matter experts
- 15 Run parallel business-as-usual operations in both HTE and BS&A
- 16 Log and resolve issues raised by users during the pilot period
- 17 Ensure cross-module integration is functioning as expected (e.g., GL posting from CR/AR)
- 18 Reconcile data between HTE and BS&A (AR balances, payments received, bills created (False Fire alarms & commercial sanitation), and bank reconciliation)
- 19 Provide Pilot go-live assistance for Accounts receivables (False Fire alarms, commercial sanitation & other)
- 20 Provide desk-side support as needed during pilot
- 21 Support users in navigating real-time processes in BS&A
- 22 Obtain formal sign-off
- 23 Sign off final BS&A process at cutover
- 24 Provide go-live assistance for Accounts receivables (False Fire alarms, commercial sanitation & other)
- 25 Troubleshooting assistance to monitor system performance and addressing any post-cutover issues

26 Ensure issue resolution and provide stabilization support

Fixed Assets

- 1 Review current FA process
 - a) Depreciation schedule
 - b) Construction in progress
 - c) Improvements
 - d) Importing assets from PO or Accounts Payable
- 2 Review BS&A module functionality
- 3 Define BS&A process and training requirements
- 4 Set up: FA process, depreciation, construction, improvements, importing Assets
- 5 Document BS&A process
- 6 Verify final BS&A process by testing them
- 7 Conduct group training for viewing asset information and reporting
- 8 Conduct desk-side training for creating, maintaining, depreciation, disposing and capitalizing assets
- 9 Run parallel business-as-usual operations in both HTE and BS&A
- 10 Log and resolve issues raised by users during the pilot period
- 11 Ensure cross-module integration is functioning as expected (e.g., GL posting from FA, FA tracking in Inventory, PO/AP importing FA)
- 12 Reconcile data between HTE and BS&A (FA depreciation, PO/AP importing FA, Construction in progress)
- 13 Provide Pilot go-live assistance for Fixed Assets
- 14 Provide desk-side support as needed during pilot
- 15 Support users in navigating real-time processes in BS&A
- 16 Obtain formal sign-off
- 17 Sign off final BS&A process at cutover
- 18 Provide go-live assistance for FA
- 19 Troubleshooting assistance to monitor system performance and address any post-cutover issues
- 20 Ensure issue resolution and provide stabilization support

Inventory Management

- 1 Review current IM process
 - a) PO creation
 - b) Reorder points
 - c) Costing method
- 2 Review BS&A module functionality
- 3 Define BS&A process and training requirements
- 4 Set up reorder points, costing method, inventory database
- 5 Document BS&A process
- 6 Verify final BS&A process by testing them
- 7 Conduct group training for reviewing inventory information and reporting
- 8 Conduct desk-side training for inventory operations
- 9 Run parallel business-as-usual operations in both HTE and BS&A
- 10 Log and resolve issues raised by users during the pilot period
- 11 Ensure cross-module integration is functioning as expected (e.g., GL posting from Inventory, FA tracking in Inventory, PO/AP importing into inventory)
- 12 Reconcile data between HTE and BS&A (Inventory count, reordering, and others)

- 13 Provide Pilot go-live assistance for Inventory
- 14 Provide desk-side support as needed during pilot
- 15 Support users in navigating real-time processes in BS&A
- 16 Obtain formal sign-off
- 17 Sign off final BS&A process at cutover
- 18 Provide go-live assistance for Inventory
- 19 Troubleshooting assistance to monitor system performance and address any post-cutover issues
- 20 Ensure issue resolution and provide stabilization support

Utility Billing

- 1 Review current UB processes
 - a) Billing frequency and timing
 - b) Read file interfaces
 - c) Bill printing process
 - d) Payment process
 - e) Delinquent balance process
 - f) Work orders
 - g) Reconciliation method
 - h) Any required module interfaces
- 2 Review BS&A module functionality
- 3 Define BS&A process and training requirements
- 4 Customize bill format and other documents
- 5 Establish new read file interface
- 6 Establish payment file interface
- 7 Establish printer export file
- 8 Set up billing process, payment process, reconciliation method, delinquency process, Adjustments
- 9 Document BS&A process
- 10 Validate data and process by executing parallel billing
- 11 Verify final BS&A process by testing them
- 12 Conduct Pre-Go Live group training sessions for entering payments & account look-up
- 13 Conduct training and go-live assistance for entering payments & account look-up at cutover
- 14 Conduct desk-side training for billing tasks
- 15 Conduct desk-side training for past due and late tasks
- 16 Conduct desk-side training for new account creation
- 17 Conduct desk-side training for meter and head changes
- 18 Conduct desk-side training for account management (deposits, adjustments, past-due, move in/out, final bill creation)
- 19 Run parallel business-as-usual operations in both HTE and BS&A
- 20 Log and resolve issues raised by users during the pilot period
- 21 Ensure cross-module integration is functioning as expected (e.g., GL posting from CR, others)
- 22 Reconcile data between HTE and BS&A (Customer accounts, customer services, bills and others)
- 23 Provide Pilot go-live assistance for UB (customer service rep., bills and water meter technicians)
- 24 Provide desk-side support as needed during pilot
- 25 Support users in navigating real-time processes in BS&A
- 26 Obtain formal sign-off
- 27 Sign off final BS&A process at cutover
- 28 Provide Pilot go-live assistance for UB (customer service rep., bills and water meter technicians)

- 29 Troubleshooting assistance to monitor system performance and addressing any post-cutover issues
- 30 Ensure issue resolution and provide stabilization support

Work Order (This process will need to be repeated per Work Order type)

- 1 Review current work order processes
 - a) Work order types
 - b) Facilities/Assets
- 2 Review BS&A module functionality
- 3 Define BS&A process and training requirements
- 4 Set up all Work order types
- 5 Document BS&A process
- 6 Verify final BS&A process by testing them
- 7 Conduct group training for reviewing and updating work orders
- 8 Conduct desk-side training for work order creation & closing
- 9 Conduct desk-side training for work orders setup
- 10 Run parallel business-as-usual operations in both HTE and BS&A
- 11 Log and resolve issues raised by users during the pilot period
- 12 Ensure cross-module integration is functioning as expected (e.g., WO with AP/GL, others)
- 13 Reconcile data between HTE and BS&A (WO comments, WO reports, and others)
- 14 Provide Pilot go-live assistance for WO (Workflow, authorizations, reports and others)
- 15 Provide desk-side support as needed during pilot
- 16 Support users in navigating real-time processes in BS&A
- 17 Obtain formal sign-off
- 18 Sign off final BS&A process at cutover
- 19 Provide Pilot go-live assistance for WO (Workflow, authorizations, reports and others)
- 20 Troubleshooting assistance to monitor system performance and addressing any post-cutover issues
- 21 Ensure issue resolution and provide stabilization support

Building Department

- 1 Review current Building Department process
 - a) Permitting & inspections
 - b) Planning zoning & engineering (PZE) processes
 - c) Code enforcement
 - d) Certificates or rental registration
- 2 Review BS&A module functionality
- 3 Define BS&A process and training requirements
- 4 Set up:
 - a) Permitting & inspections
 - b) Planning zoning & engineering (PZE) processes
 - c) Code enforcement
 - d) Certificates or rental registration
- 5 Document BS&A process
- 6 Verify final BS&A process by testing them
- 7 Provide Pre-Go Live group training sessions
- 8 Conduct group training on permit creation
- 9 Conduct group training on planning, zoning & engineering processes
- 10 Conduct group training code enforcement

- 11 Conduct group training sessions for inspectors
- 12 Conduct group training session for Rental housing
- 13 Conduct group training on reporting, dashboards & workflows
- 14 Provide training and go-live assistance for permit entry
- 15 Conduct desk-side training for permit subject matter experts
- 16 Conduct desk-side training for PZE process subject matter experts
- 17 Conduct desk-side training for Code enforcement subject matter expert
- 18 Conduct desk-side training for Rental housing subject matter expert
- 19 Run parallel business-as-usual operations in both HTE and BS&A
- 20 Log and resolve issues raised by users during the pilot period
- 21 Ensure cross-module integration is functioning as expected (e.g., Permits and land Use, GIS integration, permits and code enforcement, code enforcement with rental housing, and others)
- 22 Reconcile data between HTE and BS&A (Rental house licenses, permit history, land use with county, code enforcement cases, and others)
- 23 Provide Pilot go-live assistance for:
 - a) Permitting & inspections
 - b) Planning zoning & engineering (PZE) processes
 - c) Code enforcement
 - d) Certificates or rental registration
- 24 Provide desk-side support as needed during pilot
- 25 Support users in navigating real-time processes in BS&A
- 26 Obtain formal sign-off:
 - a) Permitting & inspections
 - b) Planning zoning & engineering (PZE) processes
 - c) Code enforcement
 - d) Certificates or rental registration
- 27 Sign off final BS&A process at cutover
 - a) Permitting & inspections
 - b) Planning zoning & engineering (PZE) processes
 - c) Code enforcement
 - d) Certificates or rental registration
- 28 Provide go-live assistance for:
 - a) Permitting & inspections
 - b) Planning zoning & engineering (PZE) processes
 - c) Code enforcement
 - d) Certificates or rental registration
- 29 Troubleshooting assistance to monitor system performance and addressing any post-cutover issues
- 30 Ensure issue resolution and provide stabilization support

BS&A Online Bill Pay

- 1 Review current process
- 2 Review BS&A application functionality
- 3 Define BS&A process and training requirements
- 4 Set up Online Bill pay for UB
- 5 Document BS&A process
- 6 Verify final BS&A process by testing them
- 7 Conduct desk-side training for subject matter expert customer service

- 8 Provide Pre-Go Live group training sessions
- 9 Run parallel business-as-usual operations in both online forms and BS&A
- 10 Log and resolve issues raised by users during the pilot period
- 11 Ensure cross-module integration is functioning as expected (e.g., Citizens requesting new services reflect on BS&A employee portal, Pay bills integrate with Bank and CR, Bills reflecting on customers portal, and others)
- 12 Reconcile data between online forms and BS&A (Bills reflecting correct amount and history, payment history and others)
- 13 Provide Pilot go-live assistance for UB customer service rep. as they would train our citizens
- 14 Provide desk-side support as needed during pilot
- 15 Support users in navigating real-time processes in BS&A
- 16 Obtain formal sign-off
- 17 Sign off final BS&A process at cutover
- 18 Provide go-live assistance for UB customer service rep. as they would train our citizens
- 19 Troubleshooting assistance to monitor system performance and addressing any post-cutover issues
- 20 Ensure issue resolution and provide stabilization support

BS&A Online – Community Development (Including Code Enforcement)

- 1 Review current process
- 2 Review current process
 - a) Permit applications
 - b) PZE applications
 - c) Inspection requests
 - d) Code enforcement
 - e) Rental housing
- 3 Review BS&A module functionality
- 4 Define BS&A process and training requirements
- 5 Set up Online Community development portal, rental housing and inspections
- 6 Document BS&A process
- 7 Verify final BS&A process by testing them
- 8 Conduct group training for online application process & tools
- 9 Conduct group training for online Inspection scheduling
- 10 Conduct desk-side training for reviewing and processing on-line requests
- 11 Conduct desk-side training for subject matter expert customer service
- 12 Run parallel business-as-usual operations in both online forms and BS&A
- 13 Log and resolve issues raised by users during the pilot period
- 14 Ensure cross-module integration is functioning as expected (e.g., Citizens requesting permits/new license reflect on BS&A employee portal, Pay bills integrate with Bank and CR, Bills reflecting on customers portal, renewal of licenses and others)
- 15 Reconcile data between online forms and BS&A (Bills reflecting correct amount and history, payment history, license renewal, and others)
- 16 Provide Pilot go-live assistance for permits, rental housing, inspectors, land use reps. as they would train our citizens
- 17 Provide desk-side support as needed during pilot
- 18 Support users in navigating real-time processes in BS&A
- 19 Obtain formal sign-off
- 20 Sign off final BS&A process at cutover

- 21 Provide Pilot go-live assistance for permits, rental housing, inspectors, land use reps. as they would train our citizens
- 22 Troubleshooting assistance to monitor system performance and addressing any post-cutover issues
- 23 Ensure issue resolution and provide stabilization support

5. Project Management Process

This section describes the following project management procedures that will be used to support the delivery of this project:

- Organization/Roles
- Change Control
- RAID Management (Risk, Action, Issue, Decision)

5.1 BS&A Software Roles

This subsection describes the organization that BS&A Software will use to support the delivery of this project.

- Project Management Director
 - Has overall accountability for the project and provides a point of escalation for the customer
- Senior Project Manager
 - Has day-to-day accountability for the project
 - Manages and coordinates all activities and resources associated with the project
 - Produces and maintains the Project Plan
 - Responsible for and leads the work associated with the development of the customer's new processes
 - Responsible for working with the city to define integration requirements and scope
 - Attends onsite discovery sessions and will manage action items
- Solutions Consultant (one each for financials, utility billing and community development)
 - Responsible for and leads the work associated with the development of the customer's new Databases
 - Leads onsite discovery sessions
 - Configure Databases, reports, and workflows
- Implementation and Training Specialists
 - Responsible for and leads the cutover and delivery of the training
 - Conducts group and deskside training
 - Performs Onsite Go Live assistance
- IT/Data Extractors
 - Assists with the extraction of test and production data from the customer's existing applications
- Subject Matter Experts
 - May assist as required
- Conversion Engineers/Conversion Analysts
 - Develop data conversion routine
 - Perform data conversion/validations

- Software Developers/Engineers
 - Develop integrations or enhancements

5.2 Customer's Project Specific Roles

We recommend the following roles for Customer employees for this Project

- Project Champion/Sponsor
 - Escalate and resolve issues raised by project manager
 - Ensure Organization-wide buy-in and support
- Project Manager
 - Manage completion of project planning documents
 - Identify and communicate to BS&A project manager requirements for a successful implementation
 - Coordinate with BS&A project manager to develop and maintain implementation schedule which identifies specific milestones and establishes accountability
 - Schedule Organization resources for training: personnel, equipment and training rooms.
 - Identify additional employee training needs and update schedule
 - Ensure that employees accomplish tasks on time, including monitoring homework assignments
 - Review invoices and approve payment in accordance with the contract and associated milestones
 - Oversee the project and monitor progress with BS&A project manager
 - Develop conversion specifications with BS&A
 - Coordinate analysis and proofing of conversion data
- Subject Matter Experts (one each per module)
 - Provide detailed policy/process information
 - Analyze potential policy/process changes
 - Subject matter experts on selected modules
 - Participate in knowledge transfer and analysis sessions
 - Sign off on system design
 - Participate in form design
 - Participate in validation of conversion
 - Participate in testing and parallels
 - Assign department resources for training and internal project tasks
 - Complete workflow and security templates for all end users
 - Attend all training sessions or appoint an appropriate management level designee
 - Assess end user competency on trained topics
 - Assess policy compliance
 - Provide end users with dedicated time to complete required homework tasks
 - Act as supervisor/cheerleader for the new BS&A processes
 - Identify and communicate to Organization project manager any additional training needs or scheduling conflicts
 - Help document lessons learned at end of each phase and signoff on formal acceptance for phase close-out
- IT Specialist

- Assist with data extraction
- Procure and install any required hardware
- Add new users and printers
- Ensure all users understand BS&A log-on process and have necessary permission for all training sessions
- Ensure network and infrastructure is sound
- End User
 - Attend Training as offered
 - Complete tasks as assigned
 - Practice skills learned within training before live processing date
 - Communicate departmental needs as needed
 - Communicate any problems to project manager or subject manager expert
 - Demonstrate competency with BS&A applications processing prior to Go Live

Note: There may be a number of people fulfilling each role; i.e., trainers may only train on specific modules.

5.3 Project Responsibilities

Plan Phase

Task	BS&A	Customer
Signed Contract	X	X
Schedule Project Resources	X	
Hand Off from Sales to Implementation Team	X	
Implementation Team Introductions	X	X
Establish Preliminary Schedule	X	X
Project Kick Off	X	X
Request RFI Documentation	X	X
IT / Data Planning Call	X	X
Conduct Discovery Meeting(s)	X	X

Build Phase

Task	BS&A	Customer
Conduct Preliminary Data Extraction		X
Validate Preliminary Data Conversion	X	
Review Preliminary Data Conversion	X	X
Module Setup & Configurations (Data & Reporting)	X	
Conduct Secondary Data Extraction		X
Conduct Secondary Data Conversion	X	
Validate Secondary Data Conversion	X	
Review Secondary Data Conversion with Customer	X	X
Build Pre Go-Live Site for Pilot Phase	X	

Build Pre Go-Live Site for Deploy Phase	X	
Site Hand Off to ITS	X	

Test/Train Phase

Task	BS&A	Customer
Pre Go-Live On-Site Setup	X	
ITS Pre Go-Live Planning	X	
On-Site Setup	X	
On-Site Training	X	X
UATs By Customer		X
Pre Pilot Go-Live & UAT Wrap Up Meeting	X	X

Pilot

Task	BS&A	Customer
Conduct pre-final data extraction from legacy system (HTE)		X
Conduct pre-final data validation	X	
Set up and deliver Pilot-ready BS&A Cloud environment	X	
Perform configuration and workflow review to verify design accuracy	X	X
Execute parallel processing with live business transactions in both systems (HTE and BS&A)		X
Log, track, and resolve issues encountered during pilot phase	X	X
Provide desk-side support to guide users through real-time processes	X	
Confirm accuracy of system outputs: reports, workflows, data, integration points		X
Reconcile records between legacy and BS&A systems		X
Validate functional integration across all impacted departments and modules		X
Collect user feedback for any unresolved issues or improvements	X	X
Sign-off on Pilot Phase completion		SME, Department

		Director, Project Lead
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Deploy Phase

Task	BS&A	Customer
Conduct Final Data Extraction	X	
Validate Final Data Conversion	X	
Review Final Data Conversion	X	X
Customer Cutover to New Site	X	X
Verify and Produce Audit Documents	X	
Go-Live Training & Support	X	X
Final Go-Live Data Conversion Adjustments	X	

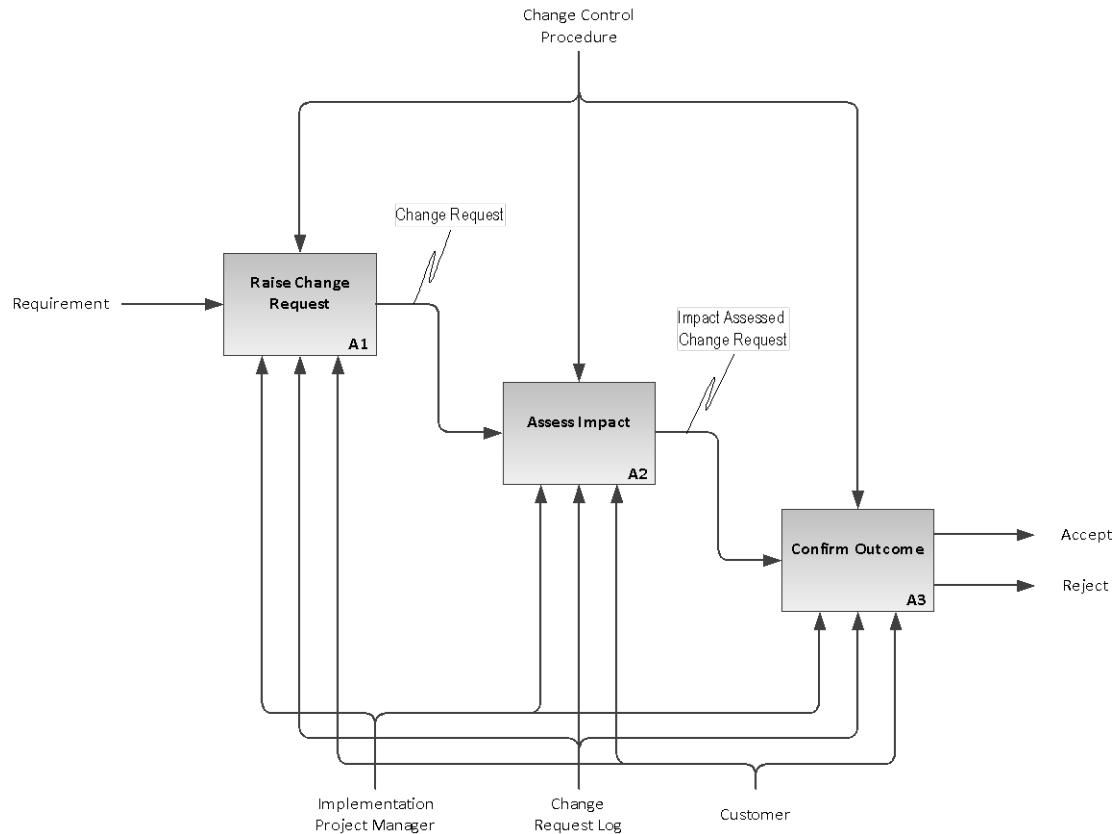
Care Phase

Task	BS&A	Customer
Project Closure Tasks	X	X
Hand Off to Support	X	X
Retrospective	X	
Post Go-Live Training	X	X
Survey Post Go-Live	X	X
Incorporate Lessons Learned into Continuous Process Improvement	X	

5.4 Change Control

This subsection describes the Change Control Procedure that BS&A Software will use to support the delivery of projects.

Figure 3: Change Control Procedure



This diagram shows the Change Control Procedure and activities as follows:

- Raise change request
- Assess impact
- Confirm outcome

Each activity involves four key components working in coordination to advance the request toward a decision:

- 1) The Change Control Procedure – The structured methodology used to manage requests.
- 2) The Implementation Project Manager – Responsible for evaluating feasibility, timeline, and resource implications.
- 3) The Change Request Log – The central repository used to document, track, and monitor the status of each request.
- 4) The Customer – Provides input, feedback, and final approval or rejection of the request.

While all four are involved in the review process, the City retains sole authority to approve or reject any change request that alters the project scope, timeline, cost, or deliverables.

All accepted changes must be documented in the Change Request Log and approved in writing by the City before implementation.

Further procedural details may be outlined in the Project Management Procedures document to support, but not override, the provisions stated herein. The City's approval authority, as stated above, shall prevail in the event of any discrepancy between this SOW and the Project Management Procedures document.

5.5 RAID Management

This subsection provides an overview of the RAID Management (Risk, Action, Issue, and Decision)

procedures that will be used to support the delivery of this project.

ITEM	DEFINITION	ATTRIBUTES
Risk	Used to describe events that may occur and the impact on the project if they occur	Creation – can be raised at any point during the life of the project Review – risks will be reviewed at specific times during the project Lifespan – could remain open for the duration of the project
Action	Used to describe and control the specific tasks that are raised at management meetings. These tasks are outside of activities listed in the Project Plan and Statement of Work.	Creation – are raised at an appropriate management meeting and can be raised at any point during the life of the project. Review – progress towards closure will be reviewed at each subsequent instance of the management meeting at which the action was raised. Lifespan – the expectation is that an action will be closed within two iterations of the management meeting at which they were raised.
Issue	Used to describe and bring focus to a situation where a task on the project plan has not been, or cannot be, delivered according to: schedule, specification, or budget.	Creation – can be raised at any point during the life of the project. Review – progress towards closure will be reviewed at the management meeting. Lifespan – an issue will remain open until it has been resolved to the satisfaction of all concerned.
Decision	Used to describe and record a decision made by the project; i.e., the outcome of a change request, or the approval of a milestone.	Creation – can be raised at any point during the life of the project. Review – decisions are presented to a management meeting that has the authority to make those decisions. Lifespan – a decision will be open up to the point that when it is presented to the meeting, it will be either accepted or rejected (a “no-decision” is equal to a rejection).

The details of the RAID Management procedure are available in the Project Management Procedures document.

6. Review and Approval.

There will be various review points during the project when a formal review of progress will be marked by the confirmation of, and agreement to, specific deliverables

You will receive a confirmation email after each of the following milestones in the implementation process. A return email will serve as your approval:

- **Statement of Work.** At this point, we will ask you to acknowledge that you have received the Statement of Work and that it represents the agreed-upon scope of the project.
- **Acceptance of Baseline Project Plan and Schedule.** A detailed project schedule will be provided to the City for Review and approval.
- **BS&A Database and Conversion Approach.** At this point, we will ask you to acknowledge that you have received the BS&A Database and Conversion Approach, and that it represents an acceptable conversion plan for cutover.
- **Acceptance of Final Data Conversion.** At this point, BS&A will ask the City to acknowledge that the project management and implementation planning team has provided successfully converted the data for transition to live use. There will be separate acceptance for each component.
- **Cutover Plan Complete.** At this point, we will ask you to acknowledge that the Implementation Team has provided an agreed-upon BS&A Database and Conversion Approach.
- **Training Complete.** At this point, we will ask you to acknowledge that the Training Team has delivered training consistent with the Statement of Work, or that some days were left unused and should not be billed.
- **Deployment Complete.** At this point, we will ask you to acknowledge that BS&A has provided deliverables consistent with the Statement of Work, and that any outstanding issues from the Implementation and Training processes have been addressed or transferred to the Support Team. The Deployment will not be considered complete until the City provides Final Acceptance of the system in the live production environment.

6.1 Payment Schedule

BS&A Software will invoice the City of Temple Terrace in accordance with the milestone-based schedule below. Each payment is contingent upon the successful completion of the project phases as defined in this Statement of Work (SOW), including all associated activities and deliverables outlined per module and per phase, as defined in Section 3: Delivery Method.

Payment	Description	Amount	Milestone Condition
1	One-half of Project Management and Data Conversion/Database Setup Fees	\$60,811	Invoiced upon Contract documents have been signed.
2	Remaining one-half of Project Management and Data Conversion/Database Setup Fees	\$60,811	Invoiced after successful completion and signed UAT 1
3	Full Software-as-a-Service (SaaS) Annual Fees	\$88,830	Invoiced after successful completion and signed UAT 2
4	Training (\$119,250), Post Go-Live Assistance (\$21,200), Travel (estimated \$72,560), and Customization (\$1,500)	~\$214,510	Invoiced after successful completion and signature of Phase 5-Deploy.

7. Appendix

7.1 Change Request Form

TITLE	BS&A SOFTWARE
Owner Provide the name of the person who would like this Change Request to go forward for consideration.	
Date Raised Provide the date that this Change Request was raised	
Rationale [tick most appropriate] What is the primary reason for raising this Change Request?	☐ Unknown ☐ Resolve an issue ☐ Terminate or treat a risk ☐ Reduce project cost ☐ Improve the business case ☐ Increase capability ☐ Align with external environment ☐ Comply with legal or regulatory requirements
Description [tick all appropriate] What needs to change?	☐ Change scope ☐ Change specification ☐ Change design ☐ Change strategy or approach ☐ Change schedule
Description notes Provide a brief description of what needs to change, and include reference to the specific milestones that will be affected.	

Benefit [tick most appropriate] What is the expected scale of the benefit associated with this Change Request?	☐ Unknown ☐ Less than \$1,000 ☐ Between \$1,000 and \$5,000 ☐ Between \$5,000 and \$10,000 ☐ More than \$10,000
Impact on schedule [tick most appropriate] What is the estimated impact on the schedule of this Change Request?	☐ Unknown ☐ No impact ☐ One month ☐ Between one month and three months ☐ More than three months
Impact on cost [tick most appropriate] What is the estimated direct cost of implementing this Change Request?	☐ Unknown ☐ Less than \$1,000 ☐ Between \$1,000 and \$5,000 ☐ Between \$5,000 and \$10,000 ☐ More than \$10,000

7.2 Phase 4 Checklist:

1. Data Conversion

- ☐ Final data conversion completed from HTE
- ☐ Converted data reviewed and validated by department leads
- ☐ No critical errors found in GL, AP, AR, Payroll, UB, or Community Development
- ☐ Historical data loads match expected counts and totals
- ☐ Archived data access plan is documented and in place

2. System Configuration

- ☐ Final configurations reviewed and match approved solution design
- ☐ Chart of Accounts loaded and tested
- ☐ Workflow rules (e.g., approvals, escalations) tested and functioning
- ☐ Role-based access controls configured and verified

3. Integrations

- ☐ Active Directory integration tested and functioning
- ☐ Payment processor integration tested (UB/Online Payments)
- ☐ GIS/ArcGIS integration validated
- ☐ Laserfiche or document management connection tested (if applicable)

- ☐ Planning Review Tool integration tested and confirmed for data exchange and workflow support
- ☐ All integration points documented, including API endpoints or file exchange protocols
- ☐ Error-handling and failure notifications configured for each integration

4. Security and Access

- ☐ MFA and SSO configurations validated
- ☐ All users created and assigned appropriate roles
- ☐ Admin accounts and permissions reviewed
- ☐ Terminated user accounts not present

5. Testing & UAT

- ☐ User Acceptance Testing (UAT) completed
- ☐ All issues in the testing log resolved and retested
- ☐ Sign-off from each department lead
- ☐ No outstanding critical defects

6. Training

- ☐ End-user training completed (onsite and/or virtual)
- ☐ Desk-side training completed (if applicable)
- ☐ Core team received documentation and training materials
- ☐ Training recordings shared for ongoing staff onboarding

7. Go-Live Readiness

- ☐ Final Go-Live cutover date confirmed with IT and BS&A
- ☐ Communication plan finalized for all users
- ☐ Support contacts, escalation paths, and helpdesk hours shared with staff
- ☐ Contingency plan in place in case of deployment delay or rollback
- ☐ Final Go/No-Go meeting scheduled and decision authority established

**BS&A
CUSTOMER ORDER FORM**

This Customer Order Form (this “**Order**”) is entered into as of the “**Effective Date**” identified below between BS&A Software, LLC, a Delaware limited liability company with offices located at 14965 Abbey Lane, Bath, MI 48808 (“**BS&A**”) and the “**Customer**” identified below. Capitalized terms used but not defined in this Order have the meanings given them elsewhere in the Agreement (as defined below). BS&A and Customer may be referred to herein collectively as the “**Parties**” or individually as a “**Party**”. The Parties hereby agree as follows:

Customer Name: City of Temple Terrace, Hillsborough County, FL	Sponsor Contact: Carlos Baía
Billing Address: 11250 North 56th, street. Temple Terrace, Florida 33596	Sponsor Phone: 813 506 6402
Accounts Payable Email: purchasing@templeterrace.gov	Sponsor Email: CBaia@Templeterrace.gov

Platform and Fee Information

Effective Date:	
Platform Description: Those modules and feature packs of BS&A’s proprietary hosted enterprise resource planning service for managing local government functions that are identified in the Pricing Sheet.	
“Usage Limitations”:	
☒ <i>Number of Authorized Users:</i> 400	
☐ <i>Other:</i> [INSERT OTHER USAGE LIMITATIONS, IF ANY]	
“Initial Subscription Period”: [One (1) year]	Subscription Fees:
	\$88,830, payable [annually].
The “ Initial Subscription Period ” shall begin the at the earlier date of	
One (1) year after the Effective Date for any new software modules	
Professional Services (if any): \$336,132	Service Fees (if any):
Other Customer Terms:	

The Customer Agreement (the “**Agreement**”), made and entered into as of the Effective Date between BS&A and Customer, includes and incorporates: (i) the above Order; (ii) any Orders previously or subsequently entered into by the Parties; and (iii) the Customer Terms and Conditions, which are attached to this Order (the “**Terms and Conditions**”); (iv) BS&A’s response to Customer’s Functional Requirements; (v) the Statement of Work; (vi) the Pricing Sheet attached to this Order (the “**Pricing Sheet**”); and (vii) Addendum.

BS&A SOFTWARE, LLC

CITY OF TEMPLE TERRACE, HILLSBOROUGH COUNTY, FL

Signature _____

Signature _____

Name: _____

Name: Carlos Baía

Title: _____

Title: City Manager

EXHIBIT A
CUSTOMER TERMS AND CONDITIONS

The Parties agree as follows:

1. Definitions.

1.1 **"Authorized User"** means Customer's employees, consultants, contractors, and agents: (i) who are authorized by Customer to access and use the Platform under this Agreement; and (ii) for whom access to the Platform has been purchased hereunder.

1.2 **"BS&A IP"** means the Platform and any and all intellectual property provided to Customer or any Authorized User in connection with the foregoing. For the avoidance of doubt, BS&A IP includes Usage Data and any information, data, or other content derived from BS&A's provision of the Platform but does not include Customer Data.

1.3 **"Business Contact Data"** means Personal Information that relates to BS&A's relationship with Customer, including, by way of example and without limitation, the names and contact information of Authorized Users and any other data BS&A collects for the purpose of managing its relationship with Customer, identity verification, or as otherwise required by applicable laws, rules, or regulations.

1.4 **"Customer Data"** means information, data, and other content, in any form or medium, that is submitted, posted, or otherwise transmitted by or on behalf of Customer or an Authorized User through the Platform, including Business Contact Data; provided that, for purposes of clarity, Customer Data as defined herein does not include Business Contact Data or Usage Data.

1.5 **"Documentation"** means Company's end user documentation relating to the Platform, including any user guides.

1.6 **"Harmful Code"** means any software, hardware, or other technology, device, or means, including any virus, worm, malware, or other malicious computer code, the purpose or effect of which is to permit unauthorized access to, or to destroy, disrupt, disable, distort, or otherwise harm or impede in any manner any (i) computer, software, firmware, hardware, system, or network; or (ii) any application or function of any of the foregoing or the security, integrity, confidentiality, or use of any data processed thereby.

1.7 **"Order"** means: (i) a purchase order, order form, or other ordering document entered into by the Parties that incorporates this Agreement by reference; or (ii) if Customer registered for the Platform through BS&A's online ordering process, the results of such online ordering process.

1.8 **"Personal Information"** means any information that, individually or in combination, does or can identify a specific individual or by or from which a specific individual may be identified, contacted, or located, including without limitation all data considered "personal data", "personally identifiable information", or something similar under applicable laws, rules, or regulations relating to data privacy.

1.9 **"Platform"** has the meaning set forth on the Order.

1.10 **"Professional Services"** means training, migration, implementation, integration, or other professional services that are provided to Customer in connection with its use of the Platform hereunder.

1.11 **"Subscription Period"** means the time period identified on the Order during which Customer's Authorized Users may access and use the Platform.

1.12 **"Third-Party Products"** means any third-party products provided with, integrated with, or incorporated into the Platform.

1.13 **"Usage Data"** means usage data collected and processed by BS&A in connection with Customer's use of the Platform, including without limitation test configuration metadata, activity logs, and data used to optimize and maintain performance of the Platform, and to investigate and prevent system abuse. For purposes of clarity, Customer Data is not Usage Data and Usage Data does not contain Personal Information or any other Customer Data.

1.14 **"Usage Limitations"** means the usage limitations set forth in this Agreement and the Order, including without limitation any limitations on the number of Authorized Users (if any), and the applicable product, pricing, and support tiers agreed-upon by the Parties.

2. Access and Use.

2.1 Provision of Access. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, including without limitation the Usage Limitations, Customer may, solely through its Authorized Users, access and use the Platform during the Subscription Period on a non-exclusive, non-transferable (except in compliance with Section 15.9), and non-sublicensable basis. Such use is limited to Customer's internal business purposes and the features and functionalities specified in the Order. Each Authorized User must have its own unique account on the Platform and Authorized Users may not share their account credentials with one another or any third party. Customer will be responsible for all of the acts and omissions of its Authorized Users in connection with this Agreement and for all use of Authorized Users' accounts.

2.2 Documentation License. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, Company hereby grants to Customer a non-exclusive, non-transferable (except in compliance with Section 15.9), and non-sublicensable license to use the Documentation during the Subscription Period solely for Customer's internal business purposes in connection with its use of the Platform.

2.3 Use Restrictions. Customer shall not use the Platform for any purposes beyond the scope of the access granted in this Agreement. Customer shall not at any time, directly or indirectly, and shall not permit any Authorized Users to: (i) copy, modify, or create derivative works of any BS&A IP, whether in whole or in part; (ii) rent, lease, lend, sell, license, sublicense, assign, distribute, publish, transfer, or otherwise make available the Platform or Documentation to any third party; (iii) reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to any software component of the Platform, in whole or in part; (iv) remove any proprietary notices from any BS&A IP; (v) use any BS&A IP in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or other right of any person, or that violates any applicable law; (vi) access or use any BS&A IP for purposes of competitive analysis of BS&A or the Platform, the development, provision, or use of a competing software service or product, or any other purpose that is to BS&A's detriment or commercial disadvantage; (vii) bypass or breach any security device or protection used by the Platform or access or use the Platform other than by an Authorized User through the use of valid access credentials; (viii) input, upload, transmit, or otherwise provide to or through the Platform any information or materials, including Customer Data, that are unlawful or injurious or that infringe or otherwise violate any third party's intellectual property or other rights, or that contain, transmit, or activate any Harmful Code; or (ix) use any BS&A IP for any activity where use or failure of the BS&A IP could lead to death, personal injury, or environmental damage, including life support systems, emergency services, nuclear facilities, autonomous vehicles, or air traffic control.

2.4 Reservation of Rights. BS&A reserves all rights not expressly granted to Customer in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Customer or any third party any intellectual property rights or other right, title, or interest in or to the BS&A IP.

2.5 Suspension. Notwithstanding anything to the contrary in this Agreement, BS&A may temporarily suspend Customer's and any Authorized User's access to any portion or all of the Platform if: (i) BS&A reasonably determines that (a) there is a threat or attack on any of the BS&A IP; (b) Customer's or any Authorized User's use of the BS&A IP disrupts or poses a security risk to the BS&A IP or to any other customer or vendor of BS&A; (c) Customer, or any Authorized User, is using the BS&A IP for fraudulent or illegal activities; (d) subject to applicable law, Customer has ceased to continue its business in the ordinary course, made an assignment for the benefit of creditors or similar disposition of its assets, or become the subject of any bankruptcy, reorganization, liquidation, dissolution, or similar proceeding; (e) BS&A's provision of the Platform to Customer or any Authorized User is prohibited by applicable law; or (f) any Customer Data submitted, posted, or otherwise transmitted by or on behalf of Customer or an Authorized User through the Platform may infringe or otherwise violate any third party's intellectual property or other rights; (ii) any vendor of BS&A has suspended or terminated BS&A's access to or use of any Third-Party Products required to enable Customer to access the Platform; or (iii) in accordance with Section 7.1 (any such suspension described in subclauses (i), (ii), or (iii), a "**Service Suspension**"). BS&A shall use commercially reasonable efforts to provide written notice of any Service Suspension to Customer and to provide updates regarding resumption of access to the Platform following any Service Suspension. BS&A shall use commercially reasonable efforts to resume providing access to the Platform as soon as reasonably possible after the event giving rise to the Service Suspension is cured. BS&A will have no liability for any damage, liabilities, losses (including any loss of data or profits), or any other consequences that Customer or any Authorized User may incur as a result of a Service Suspension.

2.6 Business Contact Data and Usage Data. Notwithstanding anything to the contrary in this Agreement,

BS&A may process Business Contact Data: (i) to manage BS&A's relationship with Customer; (ii) to carry out BS&A's core business operations, such as, by way of example and without limitation, accounting, audits, tax preparation and for filing and compliance purposes; (iii) to monitor, investigate, prevent and detect fraud, security incidents and other misuse of the Platform, and to prevent harm to BS&A, Customer, and BS&A's other customers; (iv) for identity verification purposes; and (v) to comply with applicable laws, rules, and regulations relating to the processing and retention of Personal Information to which BS&A may be subject. BS&A may process Usage Data for any lawful purpose, including to monitor, maintain, and optimize the Platform. '

3. Customer Responsibilities.

3.1 General. Customer is responsible and liable for all uses of the Platform and Documentation resulting from access provided by Customer, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, Customer is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by Customer will be deemed a breach of this Agreement by Customer. Customer shall use reasonable efforts to make all Authorized Users aware of this Agreement's provisions as applicable to such Authorized User's use of the Platform and shall cause Authorized Users to comply with such provisions.

3.2 Third-Party Products. BS&A may from time to time make Third-Party Products available to Customer or BS&A may allow for certain Third-Party Products to be integrated with the Platform to allow for the transmission of Customer Data from such Third-Party Products into the Platform. For purposes of this Agreement, such Third-Party Products are subject to their own terms and conditions. BS&A is not responsible for the operation of any Third-Party Products and makes no representations or warranties of any kind with respect to Third-Party Products or their respective providers. If Customer does not agree to abide by the applicable terms for any such Third-Party Products, then Customer should not install or use such Third-Party Products. By authorizing BS&A to transmit Customer Data from Third-Party Products into the Platform, Customer represents and warrants to BS&A that it has all right, power, and authority to provide such authorization.

3.3 Customer Control and Responsibility. Customer has and will retain sole responsibility for: (i) all Customer Data, including its content and use; (ii) all information, instructions, and materials provided by or on behalf of Customer or any Authorized User in connection with the Platform; (iii) Customer's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks, whether operated directly by Customer or through the use of third-party platforms or service providers ("**Customer Systems**"); (iv) the security and use of Customer's and its Authorized Users' access credentials; and (v) all access to and use of the Platform directly or indirectly by or through the Customer Systems or its Authorized Users' access credentials, with or without Customer's knowledge or consent, including all results obtained from, and all conclusions, decisions, and actions based on, such access or use. For purposes of clarity, Customer Systems do not include BS&A's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks operated directly by BS&A and its third-party service providers.

4. Support. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, including payment of applicable Fees, BS&A will use commercially reasonable efforts to provide Customer with basic customer support via BS&A's standard support channels during BS&A's normal business hours.

5. Professional Services. BS&A will perform Professional Services as described in an Order. Customer will provide BS&A all reasonable cooperation required for BS&A to perform the Professional Services, including without limitation timely access to any reasonably required Customer materials, information, or personnel. Subject to any limitations identified in an Order, Customer will reimburse BS&A's reasonable travel and lodging expenses incurred in providing Professional Services. To the extent the Professional Services result in any work product of any kind or character ("**Work Product**"), all such Work Product will remain owned solely and exclusively by BS&A and, to the extent any such Work Product consists of enhancements, improvements, or other modifications to the Platform, such Work Product may be used by Customer solely in connection with Customer's authorized use of the Platform under this Agreement.

6. Insurance. During the Subscription Period, BS&A shall procure and maintain appropriate insurance policies with coverage limits that are commensurate with industry standards and sufficient to protect against potential risks associated with this Agreement. The insurance policies shall be obtained from reputable and financially sound insurance providers, and BS&A agrees to provide proof of such insurance upon request by Customer.

7. Fees and Taxes.

7.1 Fees. The Platform may be provided for a fee or other charge. Customer shall pay BS&A the fees (“Fees”) identified in the Order without offset or deduction at the cadence identified in the Order (e.g., monthly or annually). BS&A may increase the Fees annually, provided that BS&A will provide Customer at least thirty (30) days’ notice of such increase prior to the end of the then-current Term. The amount of the Fee increase will be in BS&A’s sole discretion, provided that Customer agrees that the increase may be at least the greater of: (i) five percent (5%); or (ii) the annual increase in the relevant Consumer Price Index for all Urban Consumers published by the Bureau of Labor Statistics for the then-current calendar year, in each case as compared to the Fees applicable during then-current Term, as applicable. Fees paid by Customer are non-refundable. Customer shall make all payments hereunder in US dollars by ACH or via another reasonable method chosen by BS&A, to such account as BS&A may specify in writing from time to time, or by another mutually agreed-upon payment method. If Customer pays via invoice, Customer will pay the invoiced amount within thirty (30) calendar days of the invoice date. If Customer fails to make any payment when due, and Customer has not notified BS&A in writing within ten (10) days of the payment becoming due and payable that the payment is subject to a good faith dispute, without limiting BS&A’s other rights and remedies, and to the fullest extent permissible under applicable law: (i) BS&A may charge interest on the undisputed past due amount at the rate of 1.5% per month, calculated daily and compounded monthly or, if lower, the highest rate permitted under applicable law; (ii) Customer shall reimburse BS&A for all reasonable costs incurred by BS&A in collecting any late payments or interest, including attorneys’ fees, court costs, and collection agency fees; and (iii) if such failure continues for ten (10) days or more, BS&A may suspend Customer’s and its Authorized Users’ access to all or any part of the Platform until such amounts are paid in full.

7.2 Taxes. All Fees and other amounts payable by Customer under this Agreement are exclusive of taxes and similar assessments. Customer is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer hereunder, other than any taxes imposed on BS&A’s income.

7.3 Up-time Guarantees: BS&A Cloud service targets 100% uptime, measured as the percentage of total minutes in a calendar quarter that no system outage has been reported by the customer divided by the total minutes in a calendar quarter, excluding Scheduled Maintenance.

- If uptime is between 98.0% and 99.0%, BS&A will promptly take remedial action to prevent recurrence.
- If uptime is between 95.0% and 97.9%, the City shall receive a service credit equal to 4% of the subscription fees for the affected calendar quarter, applied to the next invoice.
- If uptime falls below 95.0%, the City shall receive a service credit equal to 5% of the subscription fees for the affected calendar quarter, applied to the next invoice.

8. Confidential Information.

8.1 Definition. From time to time during the Subscription Period, either Party may disclose or make available to the other Party information about its business affairs, products, confidential intellectual property, trade secrets, third-party confidential information, and other sensitive or proprietary information, whether orally or in written, electronic, or other form or media that: (i) is marked, designated or otherwise identified as “confidential” or something similar at the time of disclosure or within a reasonable period of time thereafter; or (ii) would be considered confidential by a reasonable person given the nature of the information or the circumstances of its disclosure (collectively, “**Confidential Information**”). Except for Personal Information, Confidential Information does not include information that, at the time of disclosure is: (a) in the public domain; (b) known to the receiving Party at the time of disclosure; (c) rightfully obtained by the receiving Party on a non-confidential basis from a third party; or (d) independently developed by the receiving Party without use of, reference to, or reliance upon the disclosing Party’s Confidential Information.

8.2 Duty. The receiving Party shall not disclose the disclosing Party’s Confidential Information to any person or entity, except to the receiving Party’s employees, contractors, and agents who have a need to know the Confidential Information for the receiving Party to exercise its rights or perform its obligations hereunder (“**Representatives**”). The receiving Party will be responsible for all the acts and omissions of its Representatives as they relate to Confidential Information hereunder. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (i) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order; (ii) as required by Florida open records law; or (iii) to establish a Party’s rights under this Agreement, including to make required court filings. Further,

notwithstanding the foregoing, each Party may disclose the terms and existence of this Agreement to its actual or potential investors, debtholders, acquirers, or merger partners under customary confidentiality terms.

8.3 Return of Materials; Effects of Termination/Expiration. On the expiration or termination of the Agreement, the receiving Party shall promptly return to the disclosing Party all copies, whether in written, electronic, or other form or media, of the disclosing Party's Confidential Information, or destroy all such copies and certify in writing to the disclosing Party that such Confidential Information has been destroyed. Each Party's obligations of non-use and non-disclosure with regard to Confidential Information are effective as of the Effective Date and will expire three (3) years from the date of termination or expiration of this Agreement; provided, however, with respect to any Confidential Information that constitutes a trade secret (as determined under applicable law), such obligations of non-disclosure will survive the termination or expiration of this Agreement for as long as such Confidential Information remains subject to trade secret protection under applicable law.

9. Data Security and Processing of Personal Information.

9.1 Customer Data. Customer hereby grants to BS&A a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary for BS&A to provide the Platform and otherwise perform its obligations hereunder. Customer may export the Customer Data at any time through the features and functionalities made available via the Platform. For the avoidance of doubt, aggregated, de-identified, and anonymized portions, sets, or other combinations of Customer Data that do not contain personally identifying elements of Customer's identity or of any Authorized Users are Usage Data and not Customer Data.

9.2 Security Measures. BS&A will implement and maintain commercially reasonable administrative, physical, and technical safeguards designed to protect Customer Data (including Personal Information provided as part of Business Contact Data) from unauthorized access, use, alteration, or disclosure.

9.3 Processing of Personal Information. BS&A's rights and obligations with respect to Personal Information that it collects directly from individuals (if any) are set forth in BS&A's Privacy Policy (as amended from time to time in accordance with its terms). Personal Information processed by BS&A on behalf of Customer is considered Customer Data and is governed by the terms of this Agreement.

10. Intellectual Property Ownership; Feedback.

10.1 BS&A IP. Customer acknowledges that, as between Customer and BS&A, BS&A owns all right, title, and interest, including all intellectual property rights, in and to the BS&A IP and, with respect to Third-Party Products, the applicable third-party providers own all right, title, and interest, including all intellectual property rights, in and to the Third-Party Products.

10.2 Usage Data. Customer acknowledges that, as between BS&A and Customer, BS&A owns all right, title, and interest, including all intellectual property rights, in and to the Usage Data.

10.3 Customer Data. BS&A acknowledges that, as between BS&A and Customer, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data.

10.4 Feedback. If Customer or any of its employees or contractors sends or transmits any communications or materials to BS&A by mail, email, telephone, or otherwise, suggesting or recommending changes to the BS&A IP, including without limitation, new features or functionality relating thereto, or any comments, questions, suggestions, or the like ("**Feedback**"), BS&A is free to use such Feedback irrespective of any other obligation or limitation between the Parties governing such Feedback.

11. Mutual Warranties; Disclaimer of Other Warranties.

11.1 Mutual Warranties. Each party hereby represents and warrants to the other that: (i) it has the full right, power, and authority to enter into, execute, and perform its obligations under this Agreement without any conflict with or violation of any other obligations to which it may be subject; and (ii) this Agreement is binding on such party in accordance with its terms.

11.2 Disclaimer of Other Warranties. THE BS&A IP IS PROVIDED "AS IS" AND BS&A HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. BS&A SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. BS&A MAKES NO WARRANTY OF ANY

KIND THAT THE BS&A IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM OR OTHER PLATFORM, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

12. Indemnification.

12.1 BS&A Indemnification.

(a) BS&A shall indemnify, defend, and hold harmless Customer from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) ("**Losses**") incurred by Customer resulting from any third-party claim, suit, action, or proceeding ("**Third-Party Claim**") brought against Customer alleging that the Platform, or any use of the Platform in accordance with this Agreement, infringes or misappropriates such third party's US intellectual property rights; provided that Customer promptly notifies BS&A in writing of the claim, cooperates with BS&A, and allows BS&A sole authority to control the defense and settlement of such claim.

(b) If such a claim is made or appears possible, Customer agrees to permit BS&A, at BS&A's sole discretion: to (i) modify or replace the Platform, or component or part thereof, to make it non-infringing; or (ii) obtain the right for Customer to continue use. If BS&A determines that neither alternative is reasonably commercially available, BS&A may terminate this Agreement, in its entirety or with respect to the affected component or part, effective immediately on written notice to Customer, and as Customer's sole and exclusive remedy therefor, BS&A will provide to Customer a prorated refund of prepaid, unused Fees attributable to the Platform (and not including any one-time Fees for Professional Services).

(c) This Section 12.1 will not apply to the extent that the alleged infringement arises from: (i) use of the Platform in combination with data, software, hardware, equipment, or technology not provided by BS&A or authorized by BS&A in writing; (ii) modifications to the Platform not made by BS&A; (iii) Customer Data; or (iv) Third-Party Products.

12.2 Customer Indemnification. To the extent permitted under applicable laws, Customer shall indemnify, hold harmless, and, at BS&A's option, defend BS&A from and against any Losses resulting from any Third-Party Claim alleging that the Customer Data, or any use of the Customer Data in accordance with this Agreement, infringes or misappropriates such third party's intellectual property or other rights and any Third-Party Claims based on Customer's or any Authorized User's (i) negligence or willful misconduct; (ii) use of the Platform in a manner not authorized by this Agreement; or (iii) use of the Platform in combination with data, software, hardware, equipment or technology not provided by BS&A or authorized by BS&A in writing; in each case provided that Customer may not settle any Third-Party Claim against BS&A unless BS&A consents to such settlement, and further provided that BS&A will have the right, at its option, to defend itself against any such Third-Party Claim or to participate in the defense thereof by counsel of its own choice.

12.3 Sole Remedy. THIS SECTION 12.3 SETS FORTH CUSTOMER'S SOLE REMEDIES AND BS&A'S SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE PLATFORM INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

13. Limitations of Liability. IN NO EVENT WILL EITHER PARTY BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY: (i) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES; (ii) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES, OR PROFITS; (iii) LOSS OF GOODWILL OR REPUTATION; (iv) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY OR RECOVERY OF ANY DATA, OR BREACH OF DATA OR SYSTEM SECURITY; OR (v) COST OF REPLACEMENT GOODS OR SERVICES, IN EACH CASE REGARDLESS OF WHETHER BS&A WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. IN NO EVENT WILL EITHER PARTY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE TOTAL AMOUNTS PAID AND/OR PAYABLE TO BS&A UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE CLAIM. THE FOREGOING LIMITATIONS OF LIABILITY WILL NOT APPLY WITH RESPECT TO LIABILITIES ARISING FROM: (A) A PARTY'S BREACH OF ITS CONFIDENTIALITY OBLIGATIONS UNDER SECTION 8; (B) A PARTY'S GROSS NEGLIGENCE, FRAUD, OR WILLFUL MISCONDUCT; OR (C) A PARTY'S INDEMNIFICATION OBLIGATIONS UNDER SECTION 12 (PROVIDED THAT BS&A'S TOTAL AGGREGATE LIABILITY IN CONNECTION WITH SUCH

INDEMNIFICATION OBLIGATIONS WILL NOT EXCEED THREE TIMES (3X) THE TOTAL AMOUNTS PAID AND/OR PAYABLE TO BS&A UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE CLAIM).

14. Subscription Period and Termination.

14.1 Subscription Period. The initial term of this Agreement begins on the Effective Date and, unless terminated earlier pursuant to this Agreement's express provisions, will continue in effect for the period identified in the Order (the "**Initial Subscription Period**"). This Agreement will automatically renew for additional successive terms equal to the length of the Initial Subscription Period unless earlier terminated pursuant to this Agreement's express provisions or either Party gives the other Party written notice of non-renewal at least thirty (30) days prior to the expiration of the then-current term (each a "**Renewal Subscription Period**" and together with the Initial Subscription Period, the "**Subscription Period**").

14.2 Termination. In addition to any other express termination right set forth in this Agreement:

(a) BS&A may terminate this Agreement, effective on written notice to Customer, if Customer: (i) fails to pay any amount when due hereunder, and such failure continues more than ten (10) calendar days after BS&A's delivery of written notice thereof; or (ii) breaches any of its obligations under Section 2.3 or Section 8;

(b) either Party may terminate this Agreement, effective on written notice to the other Party, if the other Party materially breaches this Agreement, and such breach: (i) is incapable of cure; or (ii) being capable of cure, remains uncured thirty (30) calendar days after the non-breaching Party provides the breaching Party with written notice of such breach; or

(c) either Party may terminate this Agreement, effective immediately upon written notice to the other Party, if the other Party: (i) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (ii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law; (iii) makes or seeks to make a general assignment for the benefit of its creditors; or (iv) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

(d) Upon termination, BS&A shall, within thirty (30) days after final termination, provide a copy of Customer Data to Customer, in a standard SQL format.

The Provider shall provide reasonable cooperation and assistance to Customer to ensure a smooth and complete extraction of all Customer Data. The Provider shall not impose any conditions or contingencies on the return of Customer Data, including any payment of additional fees.

Following Customer's successful extraction and written confirmation of receipt, the Provider shall, within thirty (30) days, securely and permanently delete all copies of Customer Data from its systems and any backups, unless otherwise required by law. The Provider shall provide written certification to the Customer confirming that the Customer Data has been destroyed.

The Provider's obligations under this Section survive the termination or expiration of this Agreement.

14.3 Effect of Expiration or Termination. Upon expiration or earlier termination of this Agreement, Customer shall immediately discontinue use of the BS&A IP and, without limiting Customer's obligations under Section 8, Customer shall delete, destroy, or return all copies of the BS&A IP and certify in writing to the BS&A that the BS&A IP has been deleted or destroyed. No expiration or termination will affect Customer's obligation to pay all Fees that may have become due before such expiration or termination or entitle Customer to any refund.

14.4 Survival. This Section 14.4 and Sections 1, 5, 8, 10, 11, 12, 13, 14.3, and 15 survive any termination or expiration of this Agreement. No other provisions of this Agreement survive the expiration or earlier termination of this Agreement.

15. Miscellaneous.

15.1 Relationship of the Parties. BS&A performs its obligations hereunder as an independent contractor and not a partner, joint venture, or agent of Customer and shall not bind nor attempt to bind Customer to any contract without Customer's prior written approval on a case-by-case basis. BS&A is responsible for hiring, firing, and supervising its personnel is solely responsible hereunder for its personnel, including without limitation for: (a) payment of compensation

to such personnel; (b) withholding (if applicable), paying, and reporting, for all personnel assigned to perform services (including Professional Services) in connection with this Agreement, applicable tax withholding, social security taxes, employment head taxes, unemployment insurance, and other taxes or charges applicable to such personnel; and (c) health or disability benefits, retirement benefits, or welfare, pension, or other benefits (if any) to which such personnel may be entitled. For purposes of clarity, BS&A's personnel will not be eligible to participate in any of Customer's employee benefit plans, fringe benefit programs, group insurance arrangements, or similar programs.

15.2 Entire Agreement. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, and representations and warranties, both written and oral, with respect to such subject matter. In the event of any inconsistency between the statements made in the body of this Agreement, the related Exhibits, and any other documents incorporated herein by reference, the following order of precedence governs: (i) first, this Agreement; and (ii) second, any other documents incorporated herein by reference.

15.3 Notices. All notices, requests, consents, claims, demands, waivers, and other communications hereunder (each, a "Notice") must be in writing and addressed to the Parties at the addresses set forth on the first page of this Agreement (or to such other address that may be designated by the Party giving Notice from time to time in accordance with this Section). All Notices must be delivered by personal delivery, nationally recognized overnight courier (with all fees pre-paid), facsimile or email (with confirmation of transmission) or certified or registered mail (in each case, return receipt requested, postage pre-paid). Except as otherwise provided in this Agreement, a Notice is effective only: (i) upon receipt by the receiving Party; and (ii) if the Party giving the Notice has complied with the requirements of this Section.

15.4 Force Majeure. In no event shall either Party be liable to the other Party, or be deemed to have breached this Agreement, for any failure or delay in performing its obligations under this Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such Party's reasonable control, including but not limited to acts of God, flood, fire, earthquake, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

15.5 Amendment and Modification. No amendment or modification to this Agreement is effective unless it is in writing and signed by an authorized representative of each Party.

15.6 Waiver. No failure or delay by either Party in exercising any right or remedy available to it in connection with this Agreement will constitute a waiver of such right or remedy. No waiver under this Agreement will be effective unless made in writing and signed by an authorized representative of the Party granting the waiver.

15.7 Severability. If any provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement so as to effect their original intent as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

15.8 Governing Law; Submission to Jurisdiction. To the extent permissible under applicable laws, this Agreement is governed by and construed in accordance with the internal laws of the State of Florida without giving effect to any choice or conflict of law provision or rule that would require or permit the application of the laws of any jurisdiction other than those of the State of Florida. To the extent permissible under applicable laws, any legal suit, action, or proceeding arising out of or related to this Agreement must be instituted in the federal courts of the United States or the courts of the State of Florida in each case located in Hillsborough County, Florida and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding.

15.9 Assignment. Neither Party may assign any of its rights or delegate any of its obligations hereunder (except in the case of either Party utilizing authorized subcontractors and consultants), in each case whether voluntarily, involuntarily, by operation of law or otherwise, without the prior written consent of the other Party. Any purported assignment or delegation in violation of this Section will be null and void. No assignment or delegation will relieve the assigning or delegating Party of any of its obligations hereunder. This Agreement is binding upon and inures to the benefit of the Parties and their respective permitted successors and assigns. Notwithstanding the foregoing, either Party may

freely assign this Agreement to an affiliate or successor in interest in the event of a merger, acquisition, sale of all or substantially all of its assets, corporate reorganization, or other change in control, without the prior consent of the other Party.

15.10 Export Regulation. The Platforms utilize software and technology that may be subject to US export control laws, including the US Export Administration Act and its associated regulations. Customer shall not, directly or indirectly, export, re-export, or release the Platform or the underlying software or technology to, or make the Platform or the underlying software or technology accessible from, any jurisdiction or country to which export, re-export, or release is prohibited by law, rule, or regulation. Customer shall comply with all applicable federal laws, regulations, and rules, and complete all required undertakings (including obtaining any necessary export license or other governmental approval), prior to exporting, re-exporting, releasing, or otherwise making the Platform or the underlying software or technology available outside the US.

15.11 US Government Rights. Each of the Documentation and software components that constitute the Platform is a “commercial item” as that term is defined at 48 C.F.R. § 2.101, consisting of “commercial computer software” and “commercial computer software documentation” as such terms are used in 48 C.F.R. § 12.212. Accordingly, if Customer is an agency of the US Government or any contractor therefor, Customer only receives those rights with respect to the Documentation and the Platform as are granted to all other end users, in accordance with (a) 48 C.F.R. § 227.7201 through 48 C.F.R. § 227.7204, with respect to the Department of Defense and their contractors, or (b) 48 C.F.R. § 12.212, with respect to all other US Government users and their contractors.

15.12 Equitable Relief. Each Party acknowledges and agrees that a breach or threatened breach by such Party of any of its obligations under Section 8 or, in the case of Customer, Section 2.3, would cause the other Party irreparable harm for which monetary damages would not be an adequate remedy and agrees that, in the event of such breach or threatened breach, the other Party will be entitled to equitable relief, including a restraining order, an injunction, specific performance and any other relief that may be available from any court, without any requirement to post a bond or other security, or to prove actual damages or that monetary damages are not an adequate remedy. Such remedies are not exclusive and are in addition to all other remedies that may be available at law, in equity or otherwise.

EXHIBIT B
PRICING SHEET
(Based on Quote 1962 | October 22, 2025)

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Cloud Modules - Annual Fee

Financial Management

FA-Fixed Assets	\$6,395.00
AP-Account Payable	\$6,970.00
GL-General Ledger	\$8,495.00
PO-Purchase Order	\$6,825.00
CR-Cash Receipting	\$7,690.00
IM-Inventory Management	\$6,680.00
AR-Account Receivables	\$6,540.00
Total	\$49,595.00

Community Development

BD-Building Department	\$13,795.00
Total	\$13,795.00

BS&A Online

CD-Building	\$5,925.00
BSAO-PRS-BS&A Online-Public Record Search	\$2,945.00
Total	\$8,870.00

Utility Billing

WO-Work Orders	\$6,970.00
UB-Utility Billing	\$9,600.00
Total	\$16,570.00

Subtotal	\$88,830.00
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Data Conversions/Database Setup

AR-Manual-Import Import of Invoices with Outstanding Balances	\$2,200.00
WO-Manual-Database Setup Setup of Work Order Types, Facilities, Assets, Equipment, Materials, Workers (if not using Employees as Workers)	\$2,650.00
PO-Manual-Import Requisition Import of orders with an amount remaining (Open/Partial) only	\$4,000.00
AP-Manual-Database Setup Vendor Master File	\$2,650.00
UB-Conversion- HTE Accounts, Services, Deposits, Rates, Meters; Billing & Payment History, Service for up to 5 years	\$15,000.00
CR-Conversion- HTE Receipt items, Receipt history for up to 5 years	\$7,800.00
FA-Conversion-Excel 5 years Asset Information	\$2,000.00
GL-Conversion- HTE COA, Balances, Budget, Journal Transaction history for up to 5 years	\$9,000.00
IM-Manual-Import Inventory Import; All inventory Items and quantities imported	\$2,500.00
BD-Conversion- HTE Up to 5 years of Permits Up to 5 years of Code Enforcements, plus all open Code Enforcement cases All Rental Registration Records (each additional year is \$1,870/year)	\$22,800.00
Total	\$70,600.00

Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500.00
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Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

Total **\$55,990.00**

Implementation and Training

- \$1,325/day
- Days quoted are estimates; you are billed for actual days used
- Training days quoted/billed in full day increments only

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Setup Days

ITS Setup - FM	Setup Days: 2	\$2,650.00
ITS Setup - CD	Setup Days: 2	\$2,650.00
ITS Setup - UB	Setup Days: 3	\$3,975.00
Total Setup Days: 7		Subtotal: \$9,275.00

Implementation and Training Days

ITS Training - FM	Training Days: 19	\$25,175.00
ITS Training - CD	Training Days: 21	\$27,825.00
ITS Training - BSAO	Training Days: 2	\$2,650.00
ITS Training - UB	Training Days: 19	\$25,175.00
User Acceptance Testing (UAT) 1	Training Days: 9	\$11,925.00
User Acceptance Testing (UAT) 2	Training Days: 9	\$11,925.00
Workflow and Process Refine/Confirm Training	Training Days: 4	\$5,300.00
Total Training Days: 83		Subtotal: \$109,975.00
Total Days: 90		Total: \$119,250.00

Post-Go Live Assistance

- Review and consult on streamlining day-to-day activities as they relate to the processes within the BS&A modules
- Assist customers with more detailed and advanced report options available within the BS&A modules
- Revisit commonly-used procedures discussed during training
- As needs arise, provide assistance with bank reconciliations
- \$1,325/day
- Days quoted are estimates; you are billed for actual days used

Post-Go Live for all modules for which training was performed	Training Days: 16	\$21,200.00
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Cost Totals

Cloud New Purchase – Annual Fee	Subtotal	\$88,830.00
Data Conversion/Database Setup	Subtotal	\$70,600.00
Custom Import	Subtotal	\$1,500.00
Project Management and Implementation Planning	Subtotal	\$55,990.00
Implementation and Training	Subtotal	\$119,250.00
Post-Go Live Assistance	Subtotal	\$21,200.00
Courtesy Discount on Professional Services	Subtotal	-\$4,968.00
Total Proposed		\$352,402.00
Travel Expenses Estimated		\$72,560.00

The final invoice will reflect actual expenses following the completion of training activities based on the guidelines described below.

\$160/\$185/\$225 per day hotel, varies by state
\$90 per day car rental
\$70 per day meals
\$730 per trip airfare/related expenses
\$0.70/mile round trip for drive distance

EXHIBIT C

BS&A's Response to Customer's RFP Functional Requirements

Functional requirement:

Score	Explanation
0	Functionality is not provided. The functionality is not included in the proposed solution.
1	Some functionality is provided, but it requires customization and some integration. Workarounds and custom application.
2	Most functionality is provided but with a platform-as-a-service (PaaS) extension or a third-party marketplace app. The
3	All functionality is provided by the vendor, but it requires the purchase of an additional native, prebuilt module (or
4	All functionality is provided "out of the box." All functionality is native to the single offering — the vendor engages in

If 1 or 2 Provide a value in Column 5

F	Feature Schedule for Future Release in Generally Available Software
E	Feature Developed as Enhancement for this Project

Request #	Module	Task	Requirements	Score	System/Module	Phase for Go Live	Comment	Additional Information for score 1 or 2	Additional Information for score 1 or 3
1	System	Integration Capabilities	Bi-directional API support with third-party software, facilitating real-time data exchange and automatic updates.	0					
2	System	Integration Capabilities	Support integration with any existing external Active Directory	4					
3	System	Accessibility	Self-service functions meet Federal guidelines for accessibility	2			BS&A Cloud modules are not evaluated for formal ADA compliance, although they meet most requirements and are compatible with third-party browser tools and plug-ins to support accessibility.		
4	System	Accessibility	Generated output for self-service functions and web output meets Federal guidelines for accessibility	2			BS&A Cloud modules are not evaluated for formal ADA compliance, although they meet most requirements and are compatible with third-party browser tools and plug-ins to support accessibility.		
5	System	Security	Single sign-on user SSO	4					
6	System	Security	Login into the proposed solution requires multi-factor authentication via Duo Devices for employees and OTP/authentication for Citizens	4					
7	System	Security	Security Administrators can assign security by role instead of user so that security definitions are easier to manage	4					
8	System	Security	Users cannot access and view data without having the correct role	4					
9	System	Security	To enforce internal controls, users cannot run transactions without the proper role	4					
10	System	Security	To enforce internal controls, users cannot endorse transactions without the proper role	4					
11	System	Security	Data is encrypted at rest or at the database so that data is protected while stored.	4					
12	System	Security	Data is encrypted in transit so that data cannot be intercepted while being transmitted.	4					
13	System	Security	Data is encrypted at the application level (at the client and server level).	4					

14	System	Audit	Hybrid vendor and local access to run reports on storage (databases)	0	
15	System	Audit	For audit purposes, the system can track user application or business transaction activity	4	
16	System	Audit	To preserve data adequately, the storage of audited data follows the same security standards as ERP transactions	4	
17	System	Audit	To conserve storage, audit data can be purged after a defined period	0	
18	System	Workflow Set up	Role and approval chain	4	
19	System	Workflow Notifications	Approval notifications inside the app or by email	4	
20	System	Workflow	Multi-level approvals are accommodated	4	
21	System	Workflow	As an approver, I can request more information or explain my decision during workflow approval	4	
22	System	Workflow	The system reports the status of a workflow transaction so that the originator does not need to manually track the transaction	4	
23	System	Workflow	The originator can add comments when responding to the approver request for information	4	
24	System	Workflow	I can assign approval to a designated user when I am on leave	4	
25	System	Workflow	I can prove authorized approvals through an authorized digital signature	4	
26	System	Set Up	Hosted system	4	
27	System	Set Up	Web portal access for users, employees & citizens	4	
28	System	Set Up	3rd party handles data import	4	
29	System	Set Up	Ability to export all system data	4	
30	System	Set Up	Ability to print locally	4	
31	System	Set Up		4	BS&A Cloud is a browser based system. All print driver interaction is handled by your web browser.
Print driver compatibility					
32	System	Set Up		4	Attachments can be added to most record types. Also integration with Laserfiche for full document management.
33	Budget	Funds Control	Document management embedded in the software Ability to hold approved budget amounts against GL accounts	4	
34	Budget	Funds Control	Budget funds may be transferred between accounts/account groups/summary values with appropriate audit trail (for example, budget transfer journals)	4	
35	Budget	Funds Control	Available funds checking for GL journal entry and AP invoice entry	4	
36	Budget	Funds Control	Available funds checking performed against remaining annual budget	4	
37	Budget	Statistical Key Figures	The system can store and use non-financial data for planning and reporting purposes	1	Custom fields
38	Budget	Budget Preparation	Budget preparers can view the previous year's budget to review during budget entry	4	
40	Budget	Budget Preparation	Budget preparers can enter reasons for carrying over budget authorizations from one fiscal year to the next	4	
42	Budget	Budget Preparation	Budget preparers can update supporting documents	4	
44	Budget	Budget Preparation	Administrators can lock budget requests and save them as protected versions of budget	4	
46	Budget	Budget Publication	Financial information for the previous three years	4	
47	Budget	Budget Publication	Personnel counts by department	4	

48	Budget	Budget Control	Organization controls budgets by fund and by department (soft control - warns that a budget is exceeded but allows the transaction to proceed)	4
50	Finance	GL Structure	GL code structure must accommodate the following elements (25 characters)	
51	Finance		Fund 2	4
52	Finance		Function 2	4
53	Finance		Project # 4	4
54	Finance		Dept. 2	4
55	Finance		Div. 2	4
56	Finance		Activity 3	4
57	Finance		Class 2	4
58	Finance		Element 3	4
59	Finance		Object 3	4
60	Finance	GL Structure	Flexible reporting by any GL code segment, including the structure mentioned above	4
61	Finance	GL Structure	The system maintains balances at each hierarchy level or can calculate hierarchy-level balances in real time (i.e., when an inquiry or report is run)	4
62	Finance	GL Structure	Multiple hierarchical structures to support different reporting views	4
63	Finance	GL Structure	The ability to generate balance sheets based on GL code elements, such as cost centers, rather than just by business unit	4
64	Finance	Multiple Ledger Structures	Ledgers may be linked so that the main ledger is the primary book of record and linked ledgers give different reporting perspectives (for example, IFRS view, tax, management consolidation, etc.)	4
65	Finance	GL Calendar	Supports 12-period calendar & a year-end adjustment period (for example, period 13 for a 12-period calendar)	4
66	Finance	GL Data Types	Support for multiple data types (for example, actual, budget, remaining, and statistical)	4
67	Finance	GL Data Types	Double-entry controls may not be required on certain data types (for example, statistical or budget data)	4
68	Finance	GL Data Types	GL journal spreadsheet upload facility	4
69	Finance	GL Data Types	Debit/credit may be specified at user level for GL code elements (for example, cost center defaults from user ID)	4
70	Finance	GL Data Types	Journals may be entered in balanced batches	4
71	Finance	Intra/Intercompany	The system supports similar capabilities to intercompany for intra-company processing across user-defined entities within a legal entity (e.g., fund)	4
72	Finance	Intra/Intercompany	Supports "soft close" (real balance and period-end reports may be run at any time without the need for specific month-end processes)	4
73	Finance	Commitment Accounting	The system identifies approved accounts payable (AP) invoices as commitments	4
74	Finance	Commitment Accounting	The system identifies approved purchase orders (POs, if purchasing module is provided) as separate commitments from AP invoices	4
75	Finance	Commitment Accounting	The system identifies approved requisitions (if a purchasing module is provided) as separate commitments from AP invoices and approved POs	4
76	Finance	Inquiries	Account balances with transaction analysis and drill-back to source documents in sub-systems	4
77	Finance	Inquiries	Inquiry from profit and loss (P&L) view with comparative periods that allows user to "slice and dice" in real time using GL coding elements (for example, cost center, account, product, project) including ability to drill down through multiple hierarchy levels	4
78	Finance	Inquiries	Inquiry from balance sheet view with comparative periods that allows users to "slice and dice" in real time using GL coding elements (for example, cost center, account, product, project), including the ability to drill down through multiple hierarchy levels	4

Inquiries			
79	Finance	Ad hoc transaction analysis using transaction analysis codes not part of the primary GL coding structure, such as billing codes.	4
80	Finance	General	The organization follows cash and modified accrual accounting methods but must produce year-end full accrual reports.
82	Finance	Chart of Accounts	Organization is required to report financial activity to the State-by-State reporting categories.
83	Finance	Chart of Accounts	Organization follows fund accounting and pooled cash methods.
84	Capital Asset Management	Asset Data	Defined asset classes (for example, furniture and fixtures).
85	Capital Asset Management	Asset Data	Defined asset types (for example, leased, purchased, new).
86	Capital Asset Management	Asset Data	Asset physical location recorded against asset.
87	Capital Asset Management	Asset Data	Assets may be grouped in hierarchies for reporting and inquiry.
88	Capital Asset Management	Asset Data	Link to general ledger (GL) element values (for example, cost center) to define the department that owns the asset.
89	Capital Asset Management	Asset Data	Link to GL element values (for example, cost center) to define the department that will be charged depreciation.
90	Capital Asset Management	Asset Data	Link to GL accounts to define asset acquisition, disposal, and depreciation accounts.
91	Capital Asset Management	Asset Disposal	Ability to enter asset disposal with sale proceeds.
92	Capital Asset Management	Asset Lifecycle	Assets may be transferred between locations and departments with automatic GL entries where relevant.
93	Capital Asset Management	Asset Depreciation	Assets may be flagged as not depreciable (for example, intangible assets).
94	Capital Asset Management	Asset Depreciation	Fully depreciated assets may still be held on the system.
95	Capital Asset Management	Asset Inquiries	Asset history (audit trail of all events affecting an asset).
96	Capital Asset Management	Asset Inquiries	Assets by class; summary screens showing asset value, accumulated value, and net book value (NBV) with detail by individual assets.
97	Capital Asset Management	Asset Reports	Asset movements report showing the opening balance, categorized by additions, disposals, revaluations, depreciation, and NBV, with filters for asset type, status (active, disposed, fully depreciated), classification, cost center, location, and acquisition/disposal date.
98	Capital Asset Management	Asset Reports	Disposals detailed analysis of all assets disposed of in the reporting period.
99	Capital Asset Management	Asset Reports	Depreciation posting audit report.
100	Capital Asset Management	Acquisition	Assets can consist of non-capitalized assets.
101	Capital Asset Management	Asset Tracking	Can run report of assets by defined criteria.
102	Capital Asset Management	Asset Tracking	Data can be extracted in various formats (e.g., spreadsheets) to facilitate inventory validation.
103	Capital Asset Management	Valuation	Depreciation is calculated for each asset record.
104	Capital Asset Management	Inventory	The system can conduct annual inventory count.
105	Capital Asset Management	Inventory	The system can update the core ledger as a result of inventory count.
106	AP	Vendor Processing	Vendors may be put on hold.
107	AP	Vendor Processing	Support for one-time vendors.
108	AP	Vendor Invoice Processing	Invoices may be entered in batches.
109	AP	Vendor Invoice Processing	System highlights duplicate invoice numbers from the same vendor.
110	AP	Vendor Invoice Processing	Supports freight charge processing.
111	AP	Vendor Invoice Processing	The system allows multiple GL distributions per invoice line item.
112	AP	Vendor Invoice Processing	GL distributions may be split by amount.
113	AP	Vendor Invoice Processing	GL distributions may be split by quantity.
114	AP	Vendor Invoice Processing	Ability to put approved invoices on hold.
115	AP	Vendor Invoice Matching	Two-way matching (invoice to PO) against PO data (if vendor has its own purchasing functionality) or imported PO data.

116	AP	Vendor Invoice Matching	Three-way matching (invoice to PO and goods received) against PO data (if vendor has its own purchasing functionality) or imported PO data	4
117	AP	Vendor Invoice Matching	Minimum conditions with user-defined tolerances with automatic warning hold	4
118	AP	Vendor Payments	The user may choose multiple invoices for payment on one check and/or one invoice per check	4
119	AP	Vendor Payments	Online payment run preview that allows users to de-select items from the payment run before producing checks	4
120	AP	Vendor Payments	Payment runs may be restarted with appropriate check number sequence controls (including voiding damaged checks)	4
121	AP	Vendor Payments	The system supports electronic funds transfer (EFT)	4
122	AP	AP related taxes	The system supports sales taxes	4
123	AP	AP Inquiries	Vendor search by any part of the name	4
124	AP	AP Reports	Invoice register	4
125	AP	AP Reports	Account details by vendor	4
126	AP	AP Reports	Check register	4
127	AP	AP Reports	Overdue invoices	4
128	AP	AP Reports	Invoice batch report	4
129	AP	AP Reports	Sales tax reports	4
130	AP	Vendor Record	The system classifies vendors based on type (e.g., 1099, goods/services offered, commodity code, etc.)	4
131	AP	Payment Processing	The system uses positive pay to prevent bank fraud	4
132	AP	Payment Processing	The system allows users to void checks and re-issue replacement check	4
133	AP	Payment Processing	The system will pay vendors electronically (ACH, wire transfer, etc.) using standard NACHA formats (cut)	4
134	AP	Payment Processing	Users can print ad-hoc checks (i.e., print on demand)	4
135	AP	1099 Reporting	The system tracks 1099 eligible transactions for vendors and employees	4
136	AP	1099 Reporting	The system prints 1099 tax forms	4
137	AP	1099 Reporting	The 1099 tax report updates are part of the software patches and updates	4
138	AP	Requisitions	Online requisition entry	4
139	AP	Requisitions	Rule-based requisition approval workflow	4
140	AP	Purchase Order Processing	Supports blanket orders (frame agreement)	4
141	AP	Purchase Order Processing	Change order capability, with audit trail documenting the change	4
142	AP	Supplier Master File	Ability to mask private information, such as bank account numbers unless the user has appropriate access rights	4
143	AP	Reports	Unfulfilled purchase orders by date (shows purchase order lines that are not yet fully received by user-defined date ranges)	4
144	AP	P-Card	The solution supports the uploading of Card Issuer statement files for card reconciling	4
145	AP	P-Card	The system allows users to identify the correct account for each p-card transaction	4
146	AP	P-Card	Users can re-allocate charges after the Card Issuer has been paid	4
147	AP	Requisitions	The requester can attach files to requisition	4
148	AP	Purchase Order	Encumbrance reports show purchase orders associated with encumbrances	4
149	AP	Purchase Order	Canceled purchase orders return budget appropriation to correct budget	4
150	AP	Change Order	Shows change orders with reason on purchase order	4
151	AP	Contract	The system notifies users of upcoming renewal or expiration	4
152	AR	Customer Processing	Customers may be grouped/analyzed using coding elements that are separate from general ledger (GL) code segment values	4
153	AR	Customer Processing	Deposit specified by customer type	0

Customer Processing				
154	AR		Customers may be assigned to user-defined classes for processing (for example, water accounts versus garbage only or all services)	4
155	AR	Customer Processing	Support for one-time customers	4
156	AR	Customer Processing	Ability to share customer files between business units (Water, sanitation, and permit)	4
157	AR	Cash Processing and Remittances	Cash receipts may be entered in batches	4
158	AR	Cash Processing and Remittances	Automated electronic funds transfer (EFT) lock box processing	4
159	AR	Cash Processing and Remittances	Supports automated clearing house (ACH) transfers	4
160	AR	Cash Processing and Remittances	Supports credit card payments	4
161	AR	Cash Processing and Remittances	Supports direct debit payments	4
162	AR	Cash Processing and Remittances	The system supports partial payments like payment plan	4
163	AR	Document Management	What you see is what you get (WYSIWYG) statement designer	4
164	AR	Document Management	Statements may be produced in batch or on demand by users	4
165	AR	Document Management	Customer interaction record supports attachments (for example, Word documents)	4
166	AR	Document Management	Ability for collection agents to reprint invoices, statements, and reminder letters on demand	4
167	AR	Collections	Ability to create late payment finance charges	4
168	AR	Disputes	Ability to flag items as "in dispute"	4
169	AR	Disputes	Disputed items can be excluded from collection processes	4
170	AR	Customer Portal	The system has a portal for customers to access their own account details online	4
171	AR	AR Inquiries	Customer search by address	4
Requires BSAO-PRS				
172	AR	AR Inquiries	Customer aged balance inquiry, showing balances broken down by user-defined aging periods with drill-down into billing detail from balances	4
173	AR	AR Inquiries	Customer aged balances can be viewed by customer groups hierarchically, with the ability to drill through levels of detail	4
174	AR	AR Inquiries	Customer aged balance inquiry may be run at any level of the customer hierarchy	4
175	AR	AR Reports	AR trial balance (reconcilable GL account balances analyzed by customers)	4
176	AR	AR Reports	Aging analysis analyzed by customer	4
177	AR	AR Reports	Overdue accounts report (all customers with items overdue by a user-specified period and by user-defined classes)	4
178	AR	AR Reports	Cash receipts register	4
179	UB	Self-Service	New customers can request new accounts online or in-person	4
180	UB	Self-Service	Customer requests for service can be entered online	0
181	UB	Self-Service	Customers can pay online for utilities or services	4
182	UB	New Customer	The solution determines whether a deposit is required when creating an account	0
183	UB	Billing	Billing supports consumption-based charges, including millimeter formulas	4
184	UB	Billing	Supports fee schedules based on consumption and other statistical units	4
185	UB	Billing	Data from meter readers can be uploaded into the billing system	4
186	UB	Billing	Authorized users can correct consumption errors	4
187	UB	Billing	Solution calculates bills based on multiple rate schedules	4
188	UB	Billing	Calculates penalties and other fees related to late payments	4
189	UB	Billing	Billing files can be extracted into defined formats for analytics	4

190	UB	Customer	The unique identifier can be assigned by a solution to a customer to prevent duplicates	4	
191	UB	Miscellaneous Receivable	Multiple types of receivables can be established by function (e.g., permit, citation, etc.)	4	
192	UB	Miscellaneous Receivable	Receipt can be applied to multiple receivables	4	
193	UB	Miscellaneous Receivable	Receivable data can be accessed from revenue receipt stream	4	
194	UB	Miscellaneous Receivable	User defines delinquencies based on user-defined time frames (e.g., 30 days, 45 days, etc.) by type of receivable	4	
195	UB	Miscellaneous Receivable	The system tracks balances on paid receivables and invoice balance	4	
196	UB	Receipt	Cashier can apply payments for customers with invoice remittance	4	
197	UB	Receipt	The cashier can review the customer's outstanding balance to facilitate research on the correct account to apply	4	
198	UB	Receipt	The cashier can issue a receipt to the customer that shows the services paid	4	
199	UB	Receipt	Merchant accounts (credit card payments online or at cashier station)	4	
200	UB	Write-Off	Partial or whole write-off can be applied to receivables	4	
201	HR	Core HR Management	Employee database with profiles, employment history, and job roles	4	
202	HR	Core HR Management	Employee self-service portal	4	
203	HR	Recruitment & Onboarding	Job posting and applicant tracking system (ATS)	4	
204	HR	Recruitment & Onboarding	Automated interview scheduling and communication	0	
205	HR	Recruitment & Onboarding	Digital office letters and e-signatures	0	
206	HR	Recruitment & Onboarding	Onboarding workflows, checklists, and document submission	0	
207	HR	Payroll & Compensation Management	Automated payroll processing with tax and benefits calculations	4	
208	HR	Payroll & Compensation Management	Direct deposit, pay stubs, and payment history tracking	4	
209	HR	Payroll & Compensation Management	Integration with accounting and finance modules	4	
210	HR	Payroll & Compensation Management	Compensation planning (salary structures and merit increases)	4	
211	HR	Benefits Administration	Employee benefits enrollment	4	
212	HR	Benefits Administration	Employee benefits management	4	
213	HR	Benefits Administration	Automated eligibility tracking and enrollment workflows	0	
214	HR	Time & Attendance	Time tracking biometric systems	4	Responding with Andrews Technology
215	HR	Time & Attendance	Shift scheduling and overtime tracking	4	Responding with Andrews Technology
216	HR	Time & Attendance	Integration with payroll for accurate wage calculations	4	Responding with Andrews Technology
217	HR	Compliance & Reporting	Audit trails and access controls for sensitive data	4	
218	HR	Compliance & Reporting	Customizable HR reports and dashboards	4	
219	HR	Compliance & Reporting	Deep analytics for workforce trends and decision-making	0	
220	HR	Performance Management	Automated appraisal workflows and reminders	4	
221	HR	Learning & Development	Learning management system (LMS) integration	0	Imports/Exports available
222	HR	Employee Engagement & Workplace Announcements	Internal communication tools and company announcements	4	
223	Community Development	Planning & Zoning Management	System to handle applications related to land use, planning, and development proposals and track zoning reviews and process updates	4	
224	Community Development	Building & Permit Management	Ability to electronically receive, issue, track, and manage building permits, including renewals and inspections	4	
225	Community Development	Building & Permit Management	Ability to electronically receive, review, and stamp plans. (Electronic Plan review option)	2	EPR integration needed for electronic plan review
226	Community Development	Building & Permit Management	Scheduling of inspections for construction, zoning, fire, engineering, and tree requirements	4	
227	Community Development	Building & Permit Management	Ability to complete inspections with notes and status (approved or denied), updating simultaneously on the citizen application	4	
228	Community Development	Building & Permit Management	Automated fee calculation based on the type of permit and applicable regulations	4	
229	Community Development	Project Tracking & Management	Tools to track all phases of a project from initiation to completion	4	
230	Community Development	Project Tracking & Management	Ability to assign tasks, set deadlines, and enable collaboration between departments and stakeholders	4	
231	Community Development	Project Tracking & Management	Centralized storage for all project-related documents, plans, and permits	4	
232	Community Development	Citizen Engagement & Requests	Online access for citizens to submit applications, plans, track permits, and request services, including inspections	4	
233	Community Development	Citizen Engagement & Requests	Notification system to alert citizens of changes, approvals, or project milestones	4	
234	Community Development	GIS Integration	Live GIS integration to display maps, zoning, land use, and permit data, linking property and parcel information with zoning, permits, and compliance activities, accessible via citizen and employee portals	1	
235	Community Development	Financial Management	Track fees associated with permits and zoning applications to monitor outstanding dues	4	
236	Community Development	Financial Management	Budget planning and tracking for community development projects, including cost estimates, expenditures, and revenue	4	
237	Community Development	Financial Management	Automated generation of invoices for services and permits, with integration to financial systems for payment processing	4	
238	Community Development	Workflow Automation & Approval Processes	Automated workflow to route applications, permits, and requests for review and approval by relevant departments	4	
239	Community Development	Workflow Automation & Approval Processes	Alerts and notifications for any delays or approvals required for further processing	4	
240	Community Development	Data Integration & Reporting	Integration with existing data systems (e.g., ERP, GIS, payment processor) to ensure consistent and accurate data across platforms	4	
241	Community Development	Data Integration & Reporting	Ability to generate ad-hoc and pre-configured reports, including zoning, permit, project progress, CRIS, and ISO reports	4	
242	Community Development	Data Integration & Reporting	Dashboards to track and visualize key performance indicators (KPIs) for community development efforts	4	
243	Community Development	Integration with External Systems	Ability to exchange permit and zoning data with external organizations, such as the Property Appraiser and Planning Commission	4	
244	Community Development	System accessibility	The system offers mobile access via phone or tablet	4	

6. Could you confirm that the following fleet requirements can be managed using BS&A's work orders?

- a. Schedule service requests for vehicle and equipment maintenance, including unexpected repair
- b. Track maintenance history, including parts used and labor hours
- c. Record labor time with associated costs
- d. Record parts used with costs, and reflect them in inventory
- e. Record usage of equipment and associated costs
- f. Record and invoice vendor costs
- g. Manage preventative maintenance schedules (based on time intervals, not mileage) with automated reminders
- h. Streamline tasks and prioritize schedules by allocating resources
- i. Monitor asset availability, downtime, and utilization
- j. Integration with Inventory and Fixed Asset modules (I know you mentioned that the system does not integrate Work Orders with the FA module. Would this be developed for the City before we move into setting up the FA and WO modules?)
- k. Ability to generate reports on fleet performance, maintenance costs, and asset lifecycle

BS&A: We can support all of the functions that you identified above. While we have stated that our solution can do these things, many cities decide to use a function-built solution designed specifically for Fleet Maintenance. Regarding the integration of Fixed Assets with the Work Order module, you are correct that this is not something that we offer today. In our opinion, it is fairly easy to have assets defined in two places and use consistent asset numbering. To calculate and record depreciation, you use the Fixed Asset Module. To record maintenance and repairs, you use the Work Order module. You can easily run reports from both modules for a give set of assets. This is on our future project list, but is unlikely to be completed next year. If the city wanted to fund development, we would consider moving this up. Alternatively, the city can wait for this to be completed without any extra cost.

...

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Jeannie Barlow, Senior Executive Assistant

Item Type: Resolution - Agreement/Contract

Subject: Resolution Approving an Engagement Letter with Gray Robinson for Government Affairs Consulting Services

Presenter: Carlos Baia, City Manager

Recommendation:

It is recommended that City Council adopt a resolution approving an engagement letter with Gray Robinson for Government Affairs Consulting Services.

Discussion:

The City of Temple Terrace has had a long-standing relationship with the government affairs firm of Louis Betz and Associates for representation in Tallahassee before the Legislature and Executive agencies. Over the last decade plus, this firm consisted of two individuals, Mr. Louis Betz and his partner, Travis Mitchell. Earlier this year, Mr. Betz passed away unexpectedly. In light of Mr. Betz' sudden death, the City Manager reported to Council that the City would continue a relationship with his partner, Travis Mitchell, in the interim, but would be seeking to issue a Request for Qualifications (RFQ) for government affairs. This is not reflective of any poor performance by Mr. Mitchell. Instead, it was felt that the City should revisit the marketplace for this type of service as it had been many years since such an evaluation had been done.

On August 28th, the RFQ was issued. Four firms replied by the closing date of September 19th. They were:

Travis Mitchell Corporation
JW Consulting
The Southern Group
Gray Robinson

An evaluation committee comprised of the City Manager, Assistant City Manager, and Finance Director reviewed the firms' submittals and references and conducted in-person interviews. Based on that review, the committee ranked the firms as follows:

1. Gray Robinson

2. The Southern Group
3. Travis Mitchell Corporation
4. JW Consulting

The committee felt that Gray Robinson had a very deep “bench” of associates with expertise in a variety of important areas, including water. The latter will be a significant focus as the City may be seeking State and/or Federal funding to make improvements to its water plant/distribution infrastructure and address PFAS. Gray Robinson’s references were very strong and they demonstrated a high degree of professionalism during the interview process. Gray Robinson has also provided outside legal counsel to the City over the last few years.

In addition to state lobbying, Gray Robinson has a federal consulting branch of their business with offices in DC which could be brought into their contract with the City if needed.

Per the requirement of the RFQ, the City negotiated with Gray Robinson to develop acceptable contract terms. The City currently pays Travis Mitchell Corporation, \$2,500 per month for his services. Mr. Mitchell is the sole employee in his company and will be retained until December 31, 2025. Gray Robinson, being a substantially larger firm, has a contract rate of \$4,500. Gray Robinson has agreed to abide by the City’s remaining FY 2026 budget and accept \$2,500 per month from January 1 through September 30th, 2026. If Council approves Gray Robinson’s engagement letter, the City’s obligation would increase to their \$4,500 rate as of October 1, 2026. This engagement would be for three years with the option for two 1-year extensions. It also includes a 30-day termination clause at the discretion of either party.

As we expect to have Gray Robinson working much of their time on trying to identify and secure appropriations for the funding of the City’s water system capital upgrades (plant and distribution system improvements; PFAS remediation; etc), I would propose to budget the \$2,000 monthly increase from the Water fund in FY 27 resulting in no additional impact on the millage rate.

Resolution/Ordinance Information:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING THE GOVERNMENT AFFAIRS CONSULTING SERVICES LETTER OF ENGAGEMENT WITH GRAY ROBINSON; AUTHORIZING THE CITY MANAGER TO EXECUTE THE LETTER OF ENGAGEMENT; PROVIDING AN EFFECTIVE DATE.

Appropriation Code:

Requirements:

Resolution

Cost:**Attachments:**

1. Gray Robinson Engagement Letter 2026
2. Resolution - Gray Robinson 12.2.25

Chris Dawson | Chris.Dawson@gray-robinson.com

301 East Pine Street, Suite 1400, Orlando, Florida 32801 | T 407.843.8880 | F 407.244.5690

November 18, 2025

VIA EMAIL

Carlos Baia, City Manager
City of Temple Terrace
11250 N 56th Street
Temple Terrace, FL 33617

Re: Engagement Letter with GrayRobinson, P.A.

Dear Carlos:

Thank you very much for your interest in GrayRobinson, P.A. ("GrayRobinson" or "the Firm"). We appreciate the opportunity to provide governmental consulting services to City of Temple Terrace ("the City"). The Firm is committed to providing the highest level of service in furtherance of your goals. This letter will describe the terms under which that representation will occur, disclose the Firm's reporting responsibilities under the law, and summarize the nature of government consulting services as compared to legal services.

Firm Contacts for Your Representation

You have asked that we represent the City before the State of Florida on issues related to the executive and legislative branches of government. The entire team of GrayRobinson's lobbyists will be available to advance your interests. However, in order to ensure that your needs are efficiently and fully addressed, I will be the primary contact for this representation. If I should ever be unavailable, I would encourage you to contact Angela Drzewiecki, who will serve as additional contact for this representation.

Fees, Costs and Terms

In exchange for these services, the City has agreed to pay the Firm \$2,500 per month for a period of nine (9) months beginning with an initial payment of \$2,500 on January 1, 2026. Following this period, the City has agreed to pay the Firm \$4,500 per month for three annual periods, beginning with the initial payment of \$4,500 on October 1, 2026, and on the first day of each month thereafter until September 30, 2029. This Agreement may be extended for two additional annual periods thereafter upon mutual agreement of all Parties hereto. All payments should be remitted to 301 East Pine Street #1400, Orlando, FL 32801 or via ACH transfer or other electronic transfer upon receipt of invoice. Travel expenses related to work with the Florida Legislature are included in the flat monthly fee, whereas additional one-off services such as travel to Tallahassee or Washington, D.C., for meetings with executive agencies may be billed in addition to the monthly fee when expressly authorized by the City. Documented, out-of-pocket costs directly attributable to the performance of this executive agency work may be billed in addition to the monthly retainer, and these costs may include travel and other expenses incurred on the City's behalf for pre-approved expenses. Both the City and the Firm have the right to terminate this contract with or without cause with thirty (30) days' notice given.

Lobbyist Registration

Florida law requires that GrayRobinson's lobbyists must register with the state prior to engaging in lobbying activity. Lobbyist registrations are effective when they are received by the state, and lobbying may not occur prior to proper registration. The registration and fee cycle is a calendar year beginning January 1 and ending December 31. Therefore, the City consents for the Firm's lobbyists to register to represent the City, and the City agrees to reimburse the Firm for the cost of lobbyist registrations. Registrations on behalf of the City shall be capped at five lobbyists unless expressly authorized by the City.

Lobbyist registration fees are:

- **Legislature:** \$20 for each person from the point of registration until December 31; then renewed in January each calendar year thereafter.
- **Executive:** \$25 for each person from the point of registration until December 31; then renewed in January each calendar year thereafter.

Lobbyist registration forms will be sent following the execution of this agreement. By signing below, you agree to complete and return the registration authorization, which are necessary to our representation of the City during the term of this contract or after its termination should reporting periods overlap. The Firm cannot commence representation until the registration authorizations are properly filed with the state.

Similarly, local governments, before which we may need to appear on your behalf, may also have their own lobbying registration and/or reporting requirements. GrayRobinson will comply with any such jurisdictional ordinances or policies, and will not commence any representation in those jurisdictions until all necessary disclosures or authorizations are filed. You agree to facilitate any required registrations with appropriate paperwork, documentation, and payment of costs associated with such compliance.

Compensation Reporting

Florida law requires that the fees and costs invoiced by GrayRobinson for lobbying services are reportable to the state on a quarterly basis to both the Florida Legislature and the Florida Commission on Ethics. Therefore the City consents to the quarterly disclosure of compensation paid or owed to GrayRobinson for lobbying activity as required by Chapter 2005-359, Laws of Florida. Such consent is granted so that GrayRobinson may file the specified quarterly reports, disclosing only the information required by Chapter 2005-359, Laws of Florida, and shall remain in effect as long as any GrayRobinson lawyer or non-lawyer lobbyist serves as the client's registered representative before the Legislature and any executive branch agency.

Unless you direct otherwise, the Firm will attribute and report 50% of our fees and reimbursements as legislative branch lobbying fees, and 50% of our fees and reimbursements as executive branch lobbying fees, subject to periodic adjustment by us to reflect our best professional judgment regarding allocation of our efforts associated with this representation.

Confidentiality

In order to ensure the candor and trust in our relationship that forms the basis of effective representation, it is the policy of the Firm to keep strictly confidential all information about your interests and strategies. Because information is our stock in trade and because advancing your interests may depend on it, we ask that you also keep confidential any information we may share with you regarding political strategy, insight, information, or analysis.

Generative Artificial Intelligence

As part of our commitment to providing efficient and high-quality services, the Firm may use advanced technologies, including generative artificial intelligence (AI), to assist in research, drafting, and other related tasks. The use of such technologies is supervised by our lobbyists and is intended to enhance, not replace, the judgment and expertise that we bring to this representation.

Please be advised of the following:

- **Human Oversight:** All work products generated by the Firm using AI tools are carefully reviewed and validated by responsible individuals in our Firm. We do not rely on content we generate using AI without human oversight.
- **Confidentiality:** We take your privacy and confidentiality seriously. Any information shared with or processed by AI tools is subject to the same rigorous confidentiality and data protection standards as all other information handled by our Firm.

- **Limitations of AI:** While AI tools can assist in streamlining certain processes, they are not infallible. The final responsibility for the accuracy, relevance, and appropriateness of any advice, document, or strategy we develop rests with us.
- **Client Consent:** By engaging our services, you acknowledge and consent to the use of generative AI tools as part of our services. If you have any concerns about the use of AI in your representation, please inform us, and we will discuss alternative approaches to meet your needs.

Distinguishing Between Lobbying and Legal Services; Conflicts

GrayRobinson offers not only legal services but also lobbying services. The Florida Bar treats legal services differently than non-legal services, which includes lobbying and consulting. It is important to understand the distinction between those services relative to conflicts, and the scope of this representation. *This lobbyist engagement does not create an attorney/client relationship between you and our Firm.* If legal services are required by the City, we will enter into a separate engagement.

Both lobbyists and lawyers must avoid conflict of interest. Lawyers may not accept a legal client adverse to another legal client in a legal matter, and our lobbyists will decline to accept a lobbying client involved in legal action against an existing legal or lobbying client of the Firm. However, legal services and lobbying are separate and distinct services for the purposes of evaluating conflicts, and, because lobbying frequently involves advocating for potential changes to existing law within the legislative branch or application of the law by the executive branch, the positions advanced on behalf of lobbying clients may or may not differ from legal positions taken on behalf of clients in judicial proceedings. In some instances, lobbying clients may not have a legal conflict, but they may be marketplace competitors or they may take inconsistent positions on one or more lobbying issues. We will bring any such situations to your attention immediately upon discovery and we likewise ask you to contact us immediately if you have similar concerns at any time. Whenever conditions merit, we will implement and maintain an “ethics wall” to maintain complete separation of information, strategy, and personnel associated with the affected lobbying clients.

Under the scope of representation outlined above we know of no lobbying conflicts with our current lobbying clients, and we have discussed our plan for protecting your interest from marketplace competitors via an ethics wall. If you ever have a concern about a perceived or potential conflict, or any other issue we ask that you alert us immediately so we can address it in a mutually acceptable fashion. We will do the same.

I believe the above reflects our understanding. If it does, please sign this agreement and return it to me. If not already completed, electronic lobbyist registration forms will be sent separately from the respective entities for 2026. I appreciate your attention to this matter and look forward to working with you. Please never hesitate to contact me if we can assist you in any way.

Sincerely,

Chris Dawson

City of Temple Terrace

Date

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA, APPROVING THE GOVERNMENT AFFAIRS CONSULTING SERVICES LETTER OF ENGAGEMENT WITH GRAY ROBINSON; AUTHORIZING THE CITY MANAGER TO EXECUTE THE LETTER OF ENGAGEMENT; PROVIDING AN EFFECTIVE DATE.

Whereas, on August 28, 2025, a Request for Qualifications for Government Affairs Consulting Services was advertised in accordance with applicable purchasing requirements; and

Whereas, the firms of Travis Mitchell Corporation, JW Consulting, The Southern Group and Gray Robinson responded to the RFQ by the closing date of September 19, 2025; and

Whereas, based on the presentations, project team qualifications and related experience, it was the consensus of the review committee, comprised of the City Manager, Assistant City Manager and Finance Director, to select Gray Robinson to provide the City's Government Affairs consulting services to commence on January 1, 2026; and

Whereas, upon approval of Gray Robinson's engagement letter, Gray Robinson agrees to abide by the City's remaining FY 2026 budget and accept \$2,500 per month from January 1 through September 30, 2026, with the understanding that the City's monthly payment to Gray Robinson would increase to the firm's standard contract rate of \$4,500 effective October 1, 2026 for the Fiscal Year 2027 budget; and

Whereas, this engagement would be for three years with the option for two one-year extensions and includes a 30-day termination clause at the discretion of either party; and

Whereas, since Gray Robinson is expected to dedicate much of their Temple Terrace engagement to identify and secure appropriations for the funding of the City's water system capital upgrades (plant and distribution system improvements, PFAS remediation, etc.), the monthly engagement fee increase in Fiscal Year 2027 is planned to be budgeted from the Water fund resulting in no additional impact on the millage rate.

Now, Therefore, Be it Resolved by the City Council of the City of Temple Terrace, that:

1. The Government Affairs Consulting Services Letter of Engagement with Gray Robinson, attached as Exhibit 1, is hereby approved.
2. The City Manager is authorized to execute the Letter of Engagement.
3. This Resolution shall become effective immediately upon adoption.

Passed and adopted by the City Council of the City of Temple Terrace, Florida, this 2nd day of December, 2025.

(Corporate Seal)



X

Andrew Ross, Mayor
Chair of the City Council

Attest:

X

Lynda Sader
City Clerk

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Alyssa Livingstone, Senior Planner

Item Type: Ordinance

Subject: First Public Hearing and First Reading of an Ordinance Amending Sections 12-357 (Final Plat Review) and 12-354 (Preliminary Plat Review) of the Land Development Code

Presenter: Alyssa Livingstone, Senior Planner

Recommendation:

Staff recommends that the City Council approve the ordinance on first reading and schedule a public hearing and second reading for December 16, 2025.

Discussion:

Recent updates to Section 177.071, Florida Statutes, require municipalities to designate an administrative authority to administratively approve final plats and replats. The proposed changes designate the City Manager as the administrative authority responsible for final administrative approval of plats and replats, and that Section 12-357 of the Land Development Code be amended. Although the legislative update does not include preliminary plats, the amendment to Section 12-354 will ensure that the internal process supports the overall intent of the update.

Resolution/Ordinance Information:

AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, AMENDING SECTIONS 12-357 AND 12-354 OF THE CITY CODE OF ORDINANCES; DESIGNATING THE CITY MANAGER AS THE ADMINISTRATIVE AUTHORITY FOR FINAL PLAT REVIEW; DESIGNATING THE CITY MANAGER AS THE ARBITER OF APPEALS FOR PRELIMINARY PLAT REVIEW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Appropriation Code:

Requirements:

Ordinance

Cost:**Attachments:**

1. LDC -25-01 Staff Report Sec 12-357 and Sec 12-354
2. Ordinance
3. Exhibit A Sec 12-357 and Sec 12-354
4. Business Impact Estimate



November 17, 2025

TO: Mayor Andrew Ross and Members of City Council

THROUGH: Carlos P. Baia, City Manager

FROM: Alyssa Livingstone, Senior Planner

RE: Proposed Code Text Amendments to Sections 12-357 (Final plat review) and 12-354 (Preliminary plat review) of the Land Development Code

Background

Recent updates to Section 177.071, Florida Statutes, require municipalities to designate an administrative authority to administratively approve final plats and replats.

Recommendation

The Community Development staff recommends that City Council adopt an ordinance to approve the proposed Code Text Amendments to Sections 12-357 and 12-354 of the Land Development Code. Implementing these changes will create a more cohesive development review process while aligning the local code with state requirements.

Discussion

The proposed changes designate the City Manager as the administrative authority responsible for final administrative approval of plats and replats, and that Section 12-357 of the Land Development Code be amended in support of the legislative update to Section 177.071 of Florida Statutes.

Although the legislative update does not include preliminary plats, amendment to Section 12-354 will ensure that the internal process supports the overall intent of the update.

The proposed text amendments, as shown in the Ordinance Exhibit, will establish this proposal within the Land Development Code.

ORDINANCE

AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, AMENDING SECTIONS 12-357 AND 12-354 OF THE CITY CODE OF ORDINANCES; DESIGNATING THE CITY MANAGER AS THE ADMINISTRATIVE AUTHORITY FOR FINAL PLAT REVIEW; DESIGNATING THE CITY MANAGER AS THE ARBITER OF APPEALS FOR PRELIMINARY PLAT REVIEW; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Whereas, Chapter 177, Florida Statutes, requires local governments to designate an administrative authority to approve final plats; and

Whereas, the City Council finds and determines that it is appropriate to update and revise its Code of Ordinances; specifically, Land Development Code Sections 12-357 and 12-354 relating to final plat and preliminary plat reviews; and

Whereas, On December 8, 2025, the Hillsborough County City-County Planning Commission reviewed the proposed amendments to the Land Development Code for consistency with the City's 2040 Comprehensive Plan and found that the proposed amendments are consistent with the City's 2040 Comprehensive Plan; and

Whereas, the City finds that this ordinance is in the best interest of the community, and that it is necessary to amend certain sections in Chapter 12 to be consistent with the intent of the statutory requirements; and

Whereas, the City Council held a public hearing and first reading of this ordinance at its December 2, 2025 regular meeting, and held a second public hearing and second reading of the ordinance at its December 16, 2025 regular meeting to consider public comment on the application and ordinance; and

Whereas, after due consideration, the Mayor and City Council have determined that the proposed amendments as set forth herein and attached hereto as Exhibit "A" are in compliance with all constitutional and other legal requirements, are consistent with the applicable policies of the City's adopted 2040 Comprehensive Plan, and are in the public interest.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF TEMPLE TERRACE, FLORIDA THAT:

Section 1. The Amendment to the City Code of Ordinances Chapter 12, Land Development Code, Section 12-357 titled "Final plat review" by designating the City Manager as the administrative authority for final plat review, as set forth in Exhibit "A" attached hereto and incorporated by reference, is approved.

Section 2. The Amendment to the City Code of Ordinances Chapter 12, Land Development Code, Section 12-354 titled “Preliminary plat review” by designating the City Manager as the arbiter of appeals for preliminary plat review, as set forth in Exhibit “A” attached hereto and incorporated by reference, is approved.

Section 3. If any part of this Ordinance is declared invalid by a court of competent jurisdiction, such part shall be severable, and the remaining part or parts herein shall continue to be in full force and effect.

Section 4. All Ordinances or parts of ordinances not specifically in conflict herewith are hereby continued in full force and effect, but all ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. That the provisions of this Ordinance may be renumbered or relettered to accomplish such intention. The City Clerk is given authority to correct scriveners’ errors, such as incorrect Code cross references, grammatical, typographical, misspellings, and similar like errors when codifying this Ordinance.

Section 6. That this ordinance shall become effective upon adoption and codified within the City’s Code of Ordinances.

Passed and adopted by the City Council of the City of Temple Terrace, Florida this 16th day of December 2025.

(Corporate Seal)



X

Andrew Ross, Mayor
Chair of the City Council

Attest

X

Lynda Sader
City Clerk

Approved As To Form & Content:

X

Ernest Mueller
City Attorney

EXHIBIT "A"
CODE TEXT AMENDMENTS

Deletions are indicated as black ~~strikethrough~~ and additions are indicated in red underline.)

(Parenthetical notes are provided for clarity and are not part of the code text.)

Sec. 12-357. Final plat review.

(Note: The following amendment affects two subsections.)

- (c) Following review of the final plat by the development review committee, and upon determination by the city engineer that the final plat is complete, accurate and consistent with the preliminary plat and all conditions of approval, and that an acceptable financial guarantee has been provided for the satisfactory completion of all required site improvements or that the installation of all required improvements has been satisfactorily completed by the applicant in accordance with city specification, the city engineer shall forward the final plat to the city ~~council~~ manager for approval.
- (d) Following final approval by the city ~~council~~ manager, the city engineer shall coordinate final plat recording at the office of the clerk of the circuit court.

Note: Although the legislative update does not specifically speak to preliminary plat reviews, the following proposed amendment supports the overall intent of the recent update.

Sec. 12-354. Preliminary plat review.

(Note: The following amendment affects one subsection.)

- (g) *Appeal to the city ~~council~~ manager.* Upon receipt of the department's review report, the applicant may appeal any disapproval regarding the preliminary plat to the city ~~council~~ manager.

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Title of Ordinance: AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, AMENDING SECTIONS 12-357 AND 12-354 OF THE CITY CODE OF ORDINANCES; DESIGNATING THE CITY MANAGER AS THE ADMINISTRATIVE AUTHORITY FOR FINAL PLAT REVIEW; DESIGNATING THE CITY MANAGER AS THE ARBITER OF APPEALS FOR PRELIMINARY PLAT REVIEW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Temple Terrace is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City of Temple Terrace is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

¹ See Section 166.041(4)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City of Temple Terrace hereby publishes the following information.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):
2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Temple Terrace, if any:
3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:
4. Additional information the governing body deems useful (if any):

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Greg Pauley, Community Development Director

Item Type: Ordinance

Subject: First Public Hearing and First Reading of an Ordinance Amending the Capital Improvements Section of the City's Comprehensive Plan

Presenter: Marisa Robinson, Community Development Deputy Director

Recommendation:

Staff recommends that the City Council approve the Ordinance on first reading and schedule a public hearing and second reading for December 16, 2025.

Discussion:

The Capital Improvements Section of the City's 2040 Comprehensive Plan requires annual modification and updates. This Ordinance serves to modify the Plan by striking the previous Capital Improvement Schedule and the previous 10-Year Multimodal Transportation Improvement Schedule, and updating both schedules respectively. The Planning Commission Report is attached as Exhibit A. The previous improvement schedules (struck through) begin on page 13 of Exhibit A, and the updated improvement schedules begin on page 23.

Resolution/Ordinance Information:

AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, PROVIDING FOR THE ANNUAL MODIFICATION AND UPDATE TO THE CAPITAL IMPROVEMENTS SECTION OF THE 2040 COMPREHENSIVE PLAN FOR THE CITY OF TEMPLE TERRACE, PURSUANT TO CHAPTER 163, FLORIDA STATUTES, BY MODIFYING AND UPDATING THE FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FISCAL YEARS 2025-26 THROUGH 2029-30 AND INCORPORATING THE 10-YEAR LONG-TERM IMPROVEMENTS FOR THE MULTIMODAL TRANSPORTATION DISTRICT FOR 2026-2035 INTO THE SCHEDULE OF PROJECTS WHICH INCORPORATES BY REFERENCE, PER THE COMPREHENSIVE PLAN CAP POLICY 1.5.13, HILLSBOROUGH COUNTY TRANSPORTATION PLANNING ORGANIZATION'S (TPO) TRANSPORTATION IMPROVEMENT PROGRAM (TIP), HILLSBOROUGH AREA REGIONAL TRANSIT'S TRANSIT DEVELOPMENT PLAN (HART'S TDP) AND HILLSBOROUGH COUNTY PUBLIC SCHOOLS FACILITIES WORK PROGRAM; PROVIDING FOR

**SEVERABILITY; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS;
REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT
HEREWITH; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE
DATE.**

Appropriation Code:

Requirements:

Ordinance

Cost:

Attachments:

1. Ordinance
2. CPA-CIS Update - Exhibit A
3. Business Impact Estimate

ORDINANCE

AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, PROVIDING FOR THE ANNUAL MODIFICATION AND UPDATE TO THE CAPITAL IMPROVEMENTS SECTION OF THE 2040 COMPREHENSIVE PLAN FOR THE CITY OF TEMPLE TERRACE, PURSUANT TO CHAPTER 163, FLORIDA STATUTES, BY MODIFYING AND UPDATING THE FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FISCAL YEARS 2025-26 THROUGH 2029-30 AND INCORPORATING THE 10-YEAR LONG-TERM IMPROVEMENTS FOR THE MULTIMODAL TRANSPORTATION DISTRICT FOR 2026-2035 INTO THE SCHEDULE OF PROJECTS WHICH INCORPORATES BY REFERENCE, PER THE COMPREHENSIVE PLAN CAP POLICY 1.5.13, HILLSBOROUGH COUNTY TRANSPORTATION PLANNING ORGANIZATION'S (TPO) TRANSPORTATION IMPROVEMENT PROGRAM (TIP), HILLSBOROUGH AREA REGIONAL TRANSIT'S TRANSIT DEVELOPMENT PLAN (HART'S TDP) AND HILLSBOROUGH COUNTY PUBLIC SCHOOLS FACILITIES WORK PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

Whereas, on January 19, 2016, the Imagine 2040 Temple Terrace Comprehensive Plan ("Comprehensive Plan") was approved and adopted by the City Council through Ordinance No. 1384; and

Whereas, Chapter 163, Florida Statutes, requires that the Capital Improvements Section ("CIS") Schedule of Projects, formerly known as the Capital Improvements Element ("CIE") Schedule of Projects, of the City's Comprehensive Plan be updated annually; and

Whereas, the purpose of this ordinance is to amend and update the CIS by replacing the existing Five-Year Capital Improvements Schedule of Projects with an updated Schedule of Projects for Fiscal Years 2025-26 through 2029-30 and incorporating the 10-Year Long-Term Improvements for the Multimodal Transportation District for 2026-2035 into the CIS Schedule of Projects to reflect such changes as have been adopted by the City Council in its Fiscal Year 2025-26 Capital Improvement Program and Budget; and

Whereas, Comprehensive Plan CAP Policy 1.5.13 incorporates by reference the Hillsborough County Transportation Planning Organization's (TPO) Transportation Improvement Program (TIP), Hillsborough Area Regional Transit's Transit Development Plan (HART'S TDP), and Hillsborough County Public Schools Facilities Work Program; and

Whereas, the Hillsborough County City-County Planning Commission found the updated Five-Year Capital Improvements Schedule for Fiscal Years 2025-26 through 2029-30 and 10-Year Long-Term Improvements for the Multimodal Transportation District for 2026-2035 consistent with CAP Objective 1.1 and such other related Policies in the CIS of the Comprehensive Plan.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEMPLE TERRACE,
THAT:**

Section 1. The above recitals are herein incorporated into this ordinance in their entirety.

Section 2. The Capital Improvements Section ("CIS") Schedule of Projects, formerly known as the Capital Improvements Element ("CIE") Schedule of Projects, of the Imagine 2040 Temple Terrace Comprehensive Plan is hereby modified and updated by deleting the existing Schedule of Projects and replacing it with a new Five-Year Capital Improvement Schedule for Fiscal Years 2025-2026 through 2029-2030 and 10-Year Long-Term Improvements for the Multimodal Transportation District for 2026-2035, as included in the Hillsborough County City-County Planning Commission Report dated November 20, 2025, attached hereto and incorporated herein as Exhibit A.

Section 3. If any part of this ordinance is declared invalid by a court of competent jurisdiction, such part or parts shall be severable, and the remaining part or parts hereof shall continue to be in full force and effect.

Section 4. The City Clerk is given authority to correct misspellings and scriveners' errors.

Section 5. All ordinances or parts of ordinances not specifically in conflict herewith are hereby continued in full force and effect, but all ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 6. This ordinance shall take effect immediately upon its passage, approval, and being posted or published as required by law.

Passed and adopted by the City Council of the City of Temple Terrace, Florida, this 16th day of December 2025.

(Corporate Seal)



X

Andrew Ross, Mayor
Chair of the City Council

Attest:

X

Lynda Sader, City Clerk

Approved As To Form & Content:

X

Ernest Mueller, City Attorney



Memorandum

Date: November 20, 2025

To: Temple Terrace City Council

From: Erica Larson, Planning Commission Staff

Re: City of Temple Terrace: FY26-FY30 Capital Improvements Section (CIS) Schedule of Projects Update

After the City of Temple Terrace: FY26-FY30 CIS Schedule of Projects Update was approved by the Planning Commission on October 13, 2025, Planning Commission staff made additional edits to the packet.

The following changes have been made since October 13, 2025:

- Adjusted five-year CIS Schedule of Projects table dates on pages 24 and 42.

Please reach out to Erica Larson if you have any questions or wish to further discuss these updates.



Plan Hillsborough
planhillsborough.org
planner@plancom.org
813 - 272 - 5940
601 E Kennedy Blvd
18th Floor
Tampa, FL, 33602p



City of Temple Terrace: FY26-FY30 Capital Improvement Section (CIS) Schedule of Projects Update

Meeting Date	October 13, 2025
Meeting Type	Regular Meeting
Staff Planner	Erica Larson, larsone@plancom.org , 813-212-0526
Application Type	Publicly Initiated
Action Necessary	Yes
Attachments	A. Resolution B. Strikethrough/Underline Proposed Schedule of Projects Table C. Staff Report

Staff Report and Recommendation

Planning Commission staff finds the proposed request *consistent* with the *Temple Terrace Comprehensive Plan*.

1. Text Amendment Summary

Planning Commission staff reviewed Temple Terrace's FY26–FY30 Capital Improvements Section (CIS) Schedule of Projects for consistency with the *Temple Terrace Comprehensive Plan* and coordination with adjacent jurisdictions. The CIS Schedule of Projects affect Levels of Service (LOS) and are updated annually in the CIS per Chapter 163, Florida Statutes. The update is accomplished by ordinance.

The review examined the CIS's consistency with the Goals, Objectives, and Policies in the Comprehensive Plan related to capital projects and public facilities. The City also includes long-range transportation projects as part of the CIS Schedule. The CIS does not include Basin Management Action Plan (BMAP) projects. BMAP is a framework for water quality restoration that includes a comprehensive set of solutions to achieve the pollutant reductions established by a Total Maximum Daily Load (TMDL) as defined by the Florida Department of Environmental Protection. Per Temple Terrace staff, there are no active BMAP projects meeting new statutory requirement Chapter 163.3177(3)(A)4b.

Planning Commission staff finds the FY26-FY30 CIS Schedule of Projects consistent with the *Temple Terrace Comprehensive Plan*.

2. Applicable Comprehensive Plan Policies and Criteria

Capital Improvements Section

CAP Objective 1.1: To establish and employ an annual process of updating the Capital Improvements Section in order to guide construction of public facilities that eliminate existing deficiencies, repair or replace obsolete or worn-out facilities and accommodate future growth while maintaining adopted Levels of Service standards.

CAP Policy 1.1.6: Develop a 5-year Capital Improvements Program (CIP) as part of the City's annual budget adoption process.

CAP Policy 1.1.8: Adhere to the following ordered priorities for the inclusion and timing of capital improvement projects within the CIP, and thus for timing within the Capital Improvements Section:

- a) Projects that repair, remodel, renovate or replace obsolete or worn-out facilities that contribute to maintaining the City's adopted LOS standards,
- b) Projects that repair, remodel, renovate or replace obsolete or worn-out facilities that contribute to maintaining the City's other public infrastructure,
- c) Projects that reduce or eliminate LOS deficiencies for existing demand,
- d) Projects that provide the adopted LOS for new growth during the next five or fifteen fiscal years, as updated by the annual review of the Capital Improvements Section,
- e) Projects that significantly reduce the operating cost of providing a service or facility,
- f) Projects that provide new capacity for general government functions, and
- g) Projects that exceed adopted LOS standards by either providing excess public facility capacity that may be needed by future growth, or providing higher quality public facilities than those contemplated in the City's normal design criteria.

CAP Policy 1.1.9: Designate each capital improvements project in the CIP, the MMTD and the Capital Improvements Section as to whether the project represents repair and maintenance of existing capacity, new capacity to correct a deficiency or new capacity to satisfy new growth, and indicate within the CIP and the MMTD whether the project constitutes a Capital Improvements Section project.

CAP Objective 1.5: To verify priorities of the comprehensive plan by clearly demonstrating the ability to provide, or require provision, of all projects identified in the Schedule of Capital Improvement Projects.

CAP Policy 1.5.1: Provide, or arrange for others to provide, the public facilities listed in the appendices of the Schedule of Capital Improvements.

CAP Policy 1.5.5: Because potable water, waste water, solid waste, stormwater management and schools have dedicated revenue sources, the City should avoid using its general fund revenues and general obligation bonds to finance capital infrastructure projects for them.

CAP Policy 1.5.10: Ensure that all projects in the first three years of the City's CIP and Capital Improvements Section are funded with committed revenue sources. These may include ad valorem taxes, approved bonds, state and federal funds, impact fees, gas taxes, user charges, enforceable developer agreements and other tax revenues.

CAP Policy 1.5.11: Document committed and planned funding sources for years four and beyond of the City's Capital Improvements Program and Capital Improvements Section. Planned sources may include proposed bonds, grants (not yet secured), or other potential sources that require a referendum or are not yet secured.

CAP Policy 1.5.13: The Hillsborough County Metropolitan Planning Organization's (MPO) Transportation Improvement Program (TIP), Hillsborough Area Regional Transit's (HART's) Transit Development Plan (TDP) and Hillsborough County Public Schools Facilities Work Program are incorporated by reference into the Capital Improvements Section of the Comprehensive Plan.

Environmental Section

ENV Objective 3.1: Engage in and promote practices that result in energy conservation and efficiency.

ENV Policy 3.1.3: Study the potential for incorporating alternative energy sources at City-owned facilities and will continue to pursue energy-saving options for exterior lighting of City buildings and facilities.

Recreation and Open Space Section

RO Goal 1: Provide adequate and appropriately located recreational facilities and open spaces to all residents concurrent with demand to preserve and enhance the "vision" and character of Temple Terrace.

RO Objective 1.1: Continue to acquire and maintain parkland and open space to meet or exceed the adopted level of service standard of the Comprehensive Plan.

RO Policy 1.2.1: Maintain current inventory of public recreational lands.

RO Goal 3: Provide and maintain diverse parks, recreation facilities, and activities of high quality for all residents.

RO Objective 3.1: Optimize the usefulness of all existing and future recreation sites and facilities to assure efficient and effective service delivery to the greatest extent possible while also ensuring equitable and geographical distribution of recreation facilities and services to meet all residents' needs.

RO Objective 3.2: Continue to strive to provide accessible existing and future recreation sites through park renovations, when feasible, and adequate planning for new sites.

RO Policy 3.2.4: Consider including bicycle lanes on all roads in future roadway plans.

Mobility Section

MBY Goal 1: Provide a safe, efficient, environmentally sensitive, and integrated multimodal transportation system for the movement of people and goods in the City of Temple Terrace.

MBY Policy 1.3.4: Consider the use of traffic calming methods such as speed restrictions, traffic control devices, cul-de-sacs (restricting vehicular, but allowing bicycle and pedestrian movements), speed humps, or any combination so designed to provide a safe transportation network in residential neighborhoods.

MBY Objective 1.6: Proactively monitor the maintenance needs of transportation infrastructure to ensure safe operating conditions and to avoid costly reconstruction or replacement.

MBY Policy 1.6.1: Maintain existing transportation infrastructure under City jurisdiction to ensure safe operating conditions and to avoid costly reconstruction or replacement.

MBY Objective 2.1: Where feasible, integrate Complete Streets infrastructure and design features into street design and construction to create safe and inviting environments for all users to walk, bicycle, and use public transportation.

MBY Policy 2.1.1: In planning, designing, and constructing Complete Streets:

- Include infrastructure that promotes a safe means of travel for all users along the right of way, such as sidewalks, shared use paths, bicycle lanes, and paved shoulders.
- Include infrastructure that facilitates safe crossing of the right of way, such as accessible curb ramps, crosswalks, refuge islands, and pedestrian signals; such infrastructure must meet the needs of people with different types of disabilities and people of different ages.
- Ensure that sidewalks, crosswalks, public transportation stops and facilities, and other aspects of the transportation right of way are compliant with the Americans with Disabilities Act and meet the needs of people with different types of disabilities, including mobility impairments, vision impairments, hearing impairments, and others.
- Consider street design features and techniques, such as traffic calming circles, additional traffic calming mechanisms, narrow vehicle lanes, raised medians, dedicated transit lanes, transit priority signalization, transit bulb outs, road diets, high street connectivity, and physical buffers and separations between vehicular traffic and other users to promote safe and comfortable travel by pedestrians, bicyclists, and public transportation riders.
- Ensure use of additional features that improve the comfort and safety of users:
 - Provide pedestrian-oriented signs, pedestrian-scale lighting, benches and other street furniture, bicycle parking facilities, and comfortable and attractive public transportation stops and facilities.
 - Encourage street trees, landscaping, and planting strips, including native plants where possible, in order to buffer traffic noise and protect and shade pedestrians and bicyclists.

Potable Water and Waste Water Section

PW/WW Objective 1.1: To achieve and maintain potable water and waste water facilities that meets or exceeds adopted levels of service for current development and for future development.

PW/WW Policy 1.1.6: Prepare an annual Capital Improvements Program to address all existing deficiencies and future needs of potable water and wastewater systems on a comprehensive basis.

PW/WW Objective 1.2: Manage growth so as to utilize existing potable water and waste water facilities efficiently.

PW/WW Policy 1.2.1: Require all new development and substantial redevelopment to be served by the City's centralized potable water distribution and wastewater collection systems.

Solid Waste Section

SW Objective 1.1: To achieve and maintain a solid waste collection system that meets or exceeds adopted levels of service for current development and for future development.

SW Policy 1.1.2: Prepare an annual Level of Service report to assess the extent of current and projected capacities and/or deficiencies within the solid waste collection system.

Stormwater Management Section

SM Objective 1.1: To achieve and maintain a drainage and stormwater treatment system that meets or exceeds adopted levels of service for current development and for future development.

SM Policy 1.1.2: Prioritize infrastructure programming based on existing facility deficiencies first, replacement and retrofitting of facilities second, and future facility needs third.

SM Policy 1.1.6: Continue inspection, maintenance, renovation, and replacement programs which will ensure the continued optimal operation of all existing stormwater facilities.

SM Policy 1.1.7: Continue to remove sediments from retention/detention ponds, and remove silt and vegetation from ditches and storm sewers to ensure the design capacity of existing facilities is maintained.

3. Recommendation

Find the FY26-FY30 Capital Improvement Section (CIS) Schedule of Projects Update, *consistent* with the *Temple Terrace Comprehensive Plan* and forward this recommendation to Temple Terrace City Council.

Attachment A: Resolution



**Hillsborough County
City-County
Planning Commission**

Resolution: City of Temple Terrace FY26-FY30 Capital Improvement Section (CIS) Schedule of Projects Update

October 13, 2025

WHEREAS, the Hillsborough County City-County Planning Commission developed a Comprehensive Plan for the City of Temple Terrace, pursuant to the provisions of Chapter 163, Florida Statutes, which was originally adopted by Temple Terrace City Council on January 19, 2016, as amended; and

WHEREAS, in accordance with Chapter 97-351, Laws of Florida, the Hillsborough County City-County Planning Commission is required to conduct an annual review of the City of Temple Terrace Capital Improvement Section (CIS) Schedule of Projects for consistency with the City's Comprehensive Plan, and submit to the Temple Terrace City Council its report and recommendations; and

WHEREAS, the Hillsborough County City-County Planning Commission reviewed the City's Recommended FY26-FY30 CIS Schedule of Projects, considered the existing and future development patterns and community facilities, as well as the adopted Goals, Objectives, and Policies of the *City of Temple Terrace Comprehensive Plan* as follows:

Capital Improvements Section

CAP Objective 1.1: *To establish and employ an annual process of updating the Capital Improvements Section in order to guide construction of public facilities that eliminate existing deficiencies, repair or replace obsolete or worn-out facilities and accommodate future growth while maintaining adopted Levels of Service standards.*

CAP Policy 1.1.6: *Develop a 5-year Capital Improvements Program (CIP) as part of the City's annual budget adoption process.*

CAP Policy 1.1.8: *Adhere to the following ordered priorities for the inclusion and timing of capital improvement projects within the CIP, and thus for timing within the Capital Improvements Section:*

- a) *Projects that repair, remodel, renovate or replace obsolete or worn-out facilities that contribute to maintaining the City's adopted LOS standards,*
- b) *Projects that repair, remodel, renovate or replace obsolete or worn-out facilities that contribute to maintaining the City's other public infrastructure,*
- c) *Projects that reduce or eliminate LOS deficiencies for existing demand,*
- d) *Projects that provide the adopted LOS for new growth during the next five or fifteen fiscal years, as updated by the annual review of the Capital Improvements Section,*
- e) *Projects that significantly reduce the operating cost of providing a service or facility,*
- f) *Projects that provide new capacity for general government functions, and*

- g) Projects that exceed adopted LOS standards by either providing excess public facility capacity that may be needed by future growth, or providing higher quality public facilities than those contemplated in the City's normal design criteria.

CAP Policy 1.1.9: *Designate each capital improvements project in the CIP, the MMTD and the Capital Improvements Section as to whether the project represents repair and maintenance of existing capacity, new capacity to correct a deficiency or new capacity to satisfy new growth, and indicate within the CIP and the MMTD whether the project constitutes a Capital Improvements Section project.*

CAP Objective 1.5: *To verify priorities of the comprehensive plan by clearly demonstrating the ability to provide, or require provision, of all projects identified in the Schedule of Capital Improvement Projects.*

CAP Policy 1.5.1: *Provide, or arrange for others to provide, the public facilities listed in the appendices of the Schedule of Capital Improvements.*

CAP Policy 1.5.5: *Because potable water, waste water, solid waste, stormwater management and schools have dedicated revenue sources, the City should avoid using its general fund revenues and general obligation bonds to finance capital infrastructure projects for them.*

CAP Policy 1.5.10: *Ensure that all projects in the first three years of the City's CIP and Capital Improvements Section are funded with committed revenue sources. These may include ad valorem taxes, approved bonds, state and federal funds, impact fees, gas taxes, user charges, enforceable developer agreements and other tax revenues.*

CAP Policy 1.5.11: *Document committed and planned funding sources for years four and beyond of the City's Capital Improvements Program and Capital Improvements Section. Planned sources may include proposed bonds, grants (not yet secured), or other potential sources that require a referendum or are not yet secured.*

CAP Policy 1.5.13: *The Hillsborough County Metropolitan Planning Organization's (MPO) Transportation Improvement Program (TIP), Hillsborough Area Regional Transit's (HART's) Transit Development Plan (TDP) and Hillsborough County Public Schools Facilities Work Program are incorporated by reference into the Capital Improvements Section of the Comprehensive Plan.*

Environmental Section

ENV Objective 3.1: *Engage in and promote practices that result in energy conservation and efficiency.*

ENV Policy 3.1.3: *Study the potential for incorporating alternative energy sources at City-owned facilities and will continue to pursue energy-saving options for exterior lighting of City buildings and facilities.*

Recreation and Open Space Section

RO Goal 1: *Provide adequate and appropriately located recreational facilities and open spaces*

to all residents concurrent with demand to preserve and enhance the "vision" and character of Temple Terrace.

RO Objective 1.1: *Continue to acquire and maintain parkland and open space to meet or exceed the adopted level of service standard of the Comprehensive Plan.*

RO Policy 1.2.1: *Maintain current inventory of public recreational lands.*

RO Goal 3: *Provide and maintain diverse parks, recreation facilities, and activities of high quality for all residents.*

RO Objective 3.1: *Optimize the usefulness of all existing and future recreation sites and facilities to assure efficient and effective service delivery to the greatest extent possible while also ensuring equitable and geographical distribution of recreation facilities and services to meet all residents' needs.*

RO Objective 3.2: *Continue to strive to provide accessible existing and future recreation sites through park renovations, when feasible, and adequate planning for new sites.*

RO Policy 3.2.4: *Consider including bicycle lanes on all roads in future roadway plans.*

Mobility Section

MBY Goal 1: *Provide a safe, efficient, environmentally sensitive, and integrated multimodal transportation system for the movement of people and goods in the City of Temple Terrace.*

MBY Policy 1.3.4: *Consider the use of traffic calming methods such as speed restrictions, traffic control devices, cul-de-sacs (restricting vehicular, but allowing bicycle and pedestrian movements), speed humps, or any combination so designed to provide a safe transportation network in residential neighborhoods.*

MBY Objective 1.6: *Proactively monitor the maintenance needs of transportation infrastructure to ensure safe operating conditions and to avoid costly reconstruction or replacement.*

MBY Policy 1.6.1: *Maintain existing transportation infrastructure under City jurisdiction to ensure safe operating conditions and to avoid costly reconstruction or replacement.*

MBY Objective 2.1: *Where feasible, integrate Complete Streets infrastructure and design features into street design and construction to create safe and inviting environments for all users to walk, bicycle, and use public transportation.*

MBY Policy 2.1.1: *In planning, designing, and constructing Complete Streets:*

- *Include infrastructure that promotes a safe means of travel for all users along the right of way, such as sidewalks, shared use paths, bicycle lanes, and paved shoulders.*
- *Include infrastructure that facilitates safe crossing of the right of way, such as accessible curb ramps, crosswalks, refuge islands, and pedestrian signals; such infrastructure must meet the needs of people with different types of disabilities and people of different ages.*

- *Ensure that sidewalks, crosswalks, public transportation stops and facilities, and other aspects of the transportation right of way are compliant with the Americans with Disabilities Act and meet the needs of people with different types of disabilities, including mobility impairments, vision impairments, hearing impairments, and others.*
- *Consider street design features and techniques, such as traffic calming circles, additional traffic calming mechanisms, narrow vehicle lanes, raised medians, dedicated transit lanes, transit priority signalization, transit bulb outs, road diets, high street connectivity, and physical buffers and separations between vehicular traffic and other users to promote safe and comfortable travel by pedestrians, bicyclists, and public transportation riders.*
- *Ensure use of additional features that improve the comfort and safety of users:*
 - *Provide pedestrian-oriented signs, pedestrian-scale lighting, benches and other street furniture, bicycle parking facilities, and comfortable and attractive public transportation stops and facilities.*
 - *Encourage street trees, landscaping, and planting strips, including native plants where possible, in order to buffer traffic noise and protect and shade pedestrians and bicyclists.*

Potable Water and Waste Water Section

PW/WW Objective 1.1: *To achieve and maintain potable water and waste water facilities that meets or exceeds adopted levels of service for current development and for future development.*

PW/WW Policy 1.1.6: *Prepare an annual Capital Improvements Program to address all existing deficiencies and future needs of potable water and wastewater systems on a comprehensive basis.*

PW/WW Objective 1.2: *Manage growth so as to utilize existing potable water and waste water facilities efficiently.*

PW/WW Policy 1.2.1: *Require all new development and substantial redevelopment to be served by the City's centralized potable water distribution and wastewater collection systems.*

Solid Waste Section

SW Objective 1.1: *To achieve and maintain a solid waste collection system that meets or exceeds adopted levels of service for current development and for future development.*

SW Policy 1.1.2: *Prepare an annual Level of Service report to assess the extent of current and projected capacities and/or deficiencies within the solid waste collection system.*

Stormwater Management Section

SM Objective 1.1: *To achieve and maintain a drainage and stormwater treatment system that meets or exceeds adopted levels of service for current development and for future development.*

SM Policy 1.1.2: *Prioritize infrastructure programming based on existing facility deficiencies first, replacement and retrofitting of facilities second, and future facility needs third.*

SM Policy 1.1.6: *Continue inspection, maintenance, renovation, and replacement programs which will ensure the continued optimal operation of all existing stormwater facilities.*

SM Policy 1.1.7: *Continue to remove sediments from retention/detention ponds, and remove silt and vegetation from ditches and storm sewers to ensure the design capacity of existing facilities is maintained.*

WHEREAS, the City's Recommended FY26-FY30 CIS is coordinated with the adopted Comprehensive Plans for Unincorporated Hillsborough County, Tampa, and Plant City.

NOW, THEREFORE, BE IT RESOLVED, that the Hillsborough County City-County Planning Commission finds the City's Recommended FY26-FY30 CIS Schedule of Projects Update **CONSISTENT** with the Goals, Objectives, and Policies of the *City of Temple Terrace Comprehensive Plan* and forwards it to the Temple Terrace City Council for approval.

The above resolution for the City of Temple Terrace FY26-FY30 Capital Improvement Program (CIS) Schedule of Projects Update was adopted by the Planning Commission on October 13, 2025.

By motion of Commissioner Commissioner Linkous, AICP
Seconded by Commissioner Commissioner Louk

Commissioner Bowden	Aye
Commissioner Cardenas	Aye
Commissioner Cona	Aye
Commissioner Jemison	Aye
Commissioner Joseph, Ph.D., Chair	Aye
Commissioner Kress, AICP	Absent
Commissioner Kugler	Aye
Commissioner Linkous, Ph.D., AICP	Aye
Commissioner Louk, Vice Chair	Aye
Commissioner Sieben, Member-at-Large	Absent

DocuSigned by:

 63DCAB39B571461...
 Commissioner Joseph, Ph.D., **Chair**

DocuSigned by:

 944A2D6F0DB0485...
 Melissa Zornitta, FAICP
 Executive Director

Attachment B: Strikethrough/Underline Proposed Schedule of Projects Tables

CITY OF TEMPLE TERRACE
FIVE-YEAR CAPITAL IMPROVEMENT SECTION (CIS) SCHEDULE OF PROJECTS
FY 2025 THROUGH FY 2029

Sanitation

Division/Description	Account #	CIE	Cost of Five-Year Program	NEW-BUDGET FY 24-25 REQUEST	NEW-BUDGET FY 25-26	NEW-BUDGET FY 26-27	NEW-BUDGET FY 27-28	NEW-BUDGET FY 28-29
Commerical-Front Load-Truck-2	480-2031-534.64-12	G/D	\$400,000	\$400,000	\$0	\$0	\$0	\$0
Commerical-Front Load-Truck-19	480-2031-534.64-12	R	\$400,000	\$0	\$0	\$400,000	\$0	\$0
Commerical-Front Load-Truck-17	480-2031-534.64-12	R	\$450,000	\$0	\$0	\$0	\$450,000	\$0
F-150-Truck-(New-Fleet-Vehicle)-28	480-2031-534.64-12	R	\$65,000	\$65,000	\$0	\$0	\$0	\$0
Commerical-Delivery-Truck-16	480-2031-534.64-12	R	\$200,000	\$0	\$0	\$0	\$200,000	\$0
Commerical-Roll-Off-Truck-7	480-2031-534.64-12	G/R	\$300,000	\$300,000	\$0	\$0	\$0	\$0
Commerical-Roll-Off-Truck-11	480-2031-534.64-12	R	\$325,000	\$0	\$0	\$0	\$325,000	\$0
Commerical-Roll-Off-Truck-24	480-2031-534.64-12	R	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Residential-Rearload-Sanitation-Truck-9	480-2041-534.64-12	R	\$375,000	\$0	\$375,000	\$0	\$0	\$0
Residential-Rearload-Sanitation-Truck-18	480-2041-534.64-12	R	\$400,000	\$0	\$0	\$0	\$0	\$400,000
Bulk-Garbage-Truck-12	480-2041-534.64-12	R	\$275,000	\$0	\$0	\$275,000	\$0	\$0
Bulk-Garbage-Truck-10	480-2041-534.64-12	R	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Water and Sewer-Utility			\$3,840,000	\$765,000	\$375,000	\$675,000	\$975,000	\$1,050,000

Parks and Rec

Re-sanding-for-Pool-Deck-Pavers	001-1830-572.63-27	D	\$6,000	\$0	\$0	\$6,000	\$0	\$0
15-horsepower-pool-pump-motors-&-housing-(2)	001-1830-572.64-99	R	\$15,000	\$0	\$15,000	\$0	\$0	\$0
Diving-Boards-(2)	001-1830-572.64-99	R	\$15,000	\$0	\$0	\$0	\$15,000	\$0
Floor-Burnisher-Machine	001-1881-572.64-99	R	\$5,500	\$0	\$5,500	\$0	\$0	\$0
FRC-Carpet-Replacement--CS-Area-&-Offices	001-1881-572.62-41	R	\$6,000	\$0	\$6,000	\$0	\$0	\$0
Storage-Shed-for-Special-Event-Supplies	001-1881-572.63-27	D	\$7,500	\$0	\$7,500	\$0	\$0	\$0
FRC-Youth-Programs-15-Passenger-MicroBird-Bus	001-1881-572.64-11	R	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Treadmills	001-1884-572.64-99	R	\$30,000	\$0	\$30,000	\$0	\$0	\$0
Ellipticals	001-1884-572.64-99	R	\$25,000	\$0	\$0	\$25,000	\$0	\$0
Leg-Press	001-1884-572.64-99	R	\$5,500	\$0	\$0	\$5,500	\$0	\$0
Fitness-Center-Rubberized-Flooring	001-1884-572.62-41	R	\$35,000	\$0	\$0	\$0	\$35,000	\$0
Dumbbell-Weights	001-1884-572.64-99	R	\$8,000	\$0	\$0	\$0	\$0	\$8,000
#5-Uneven-Bars	001-1886-572.64-99	R	\$10,000	\$0	\$0	\$10,000	\$0	\$0
Crank-Beam	001-1886-572.64-99	R	\$7,000	\$0	\$7,000	\$0	\$0	\$0
Parallel-Bars	001-1886-572.64-99	D	\$10,000	\$0	\$10,000	\$0	\$0	\$0
Vault-Table	001-1886-572.64-99	R	\$10,000	\$0	\$0	\$0	\$10,000	\$0
Clay-Tennis-Court-Relining-&-Resurfacing-(4,5,6)	001-1887-572.63-27	R	\$25,000	\$0	\$0	\$25,000	\$0	\$0
Clay-Tennis-Court-Relining-&-Resurfacing-(1,2,3)	001-1887-572.63-27	R	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Athletic-Facilities-Turf-Mower	001-1896-572.64-99	R	\$14,000	\$0	\$0	\$0	\$14,000	\$0
Playground-Boards	001-1896-572.63-27	R	\$9,000	\$0	\$9,000	\$0	\$0	\$0
#4.1-Big-Slide-Exterior-Painting	001-1830-572.63-27	R	\$10,000	\$10,000	\$0	\$0	\$0	\$0
#5-Uneven-Bars	001-1886-572.64-99	R	\$10,000	\$10,000	\$0	\$0	\$0	\$0
Jungle-Gym-Fitness-Station	001-1884-572.64-99	R	\$23,000	\$23,000	\$0	\$0	\$0	\$0
Riverside-Park-Construction-UFB	001-1896-572.63-27	R	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0
Riverside-Park-Construction-Raulerson-Ranch-Reserve	001-1896-572.63-27	R	\$1,000,000	\$1,000,000	\$0	\$0	\$0	\$0
Riverside-Park-Construction-TIF	170-1896-572.63-27	R	\$400,000	\$400,000	\$0	\$0	\$0	\$0
Main-Pool-Shade-Sails-for-Deck-Area	160-1830-572.63-27	D	\$30,000	\$0	\$30,000	\$0	\$0	\$0
Main-Pool-Filter-Pit-Repair	160-1830-572.63-27	R	\$30,000	\$30,000	\$0	\$0	\$0	\$0
Lightfoot-Center-Flooring-Replacement	160-1861-572.62-41	R	\$60,000	\$60,000	\$0	\$0	\$0	\$0
Lightfoot-Building-addition--Close-in-back-porch	160-1861-572.62-41	D	\$50,000	\$0	\$50,000	\$0	\$0	\$0
Parking-lot-seal-coating-and-restripping--FRC	160-1881-572.63-27	R	\$20,000	\$0	\$0	\$20,000	\$0	\$0
FRC-Gymnasium-Floor-Resurfacing	160-1881-572.62-41	R	\$30,000	\$0	\$0	\$30,000	\$0	\$0
AC-Outside-Unit-Gymnastics	160-1881-572.62-41	R	\$55,000	\$0	\$55,000	\$0	\$0	\$0
FRC-Automatic-Back-Gate	160-1881-572.63-27	D	\$10,000	\$10,000	\$0	\$0	\$0	\$0

#7 FRC-Turf Field	160-1881-572.63-27	D	\$48,000	\$0	\$48,000	\$0	\$0	\$0
FRC Tennis-Building Roof Replacement	160-1887-572.62-41	R	\$13,000	\$13,000	\$0	\$0	\$0	\$0
FRC Tennis-Building Refresh	160-1887-572.62-41	R	\$30,000	\$30,000	\$0	\$0	\$0	\$0
FRC Tennis Shade Canopies	160-1887-572.63-27	D	\$40,000	\$0	\$0	\$40,000	\$0	\$0
Whiteway-Racquet Sports Complex (Des&Constr)	160-1887-572.63-27	R	\$150,000	\$0	\$0	\$150,000	\$0	\$0
Sinkhole-Fence	160-1896-572.63-27	R	\$31,000	\$31,000	\$0	\$0	\$0	\$0
Parks/Park Improvements--Riverhills Park Fall Zone	160-1896-572.63-27	R	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Overlook-Playground Improvements	160-1896-572.63-27	R	\$85,000	\$85,000	\$0	\$0	\$0	\$0
Concession-Roof at Ridgedale Ballfields	160-1896-572.62-41	R	\$30,000	\$30,000	\$0	\$0	\$0	\$0
Woodmont Park Lighting	160-1896-572.63-27	D	\$13,000	\$13,000	\$0	\$0	\$0	\$0
Athletics/Parks Facilities Tractor	160-1896-572.64-99	R	\$75,000	\$0	\$75,000	\$0	\$0	\$0
LED Light Conversion for all Ballfields	160-1896-572.63-27	R	\$200,000	\$0	\$0	\$0	\$200,000	\$0
Ridgedale-Complex Bathroom Replacement	160-1896-572.62-41	R	\$150,000	\$0	\$0	\$150,000	\$0	\$0
PARKS & RECREATION TO			\$4,961,500	\$3,770,000	\$348,000	\$461,500	\$274,000	\$108,000

Transportation

Sidewalk-ADA Compliance	130-1723-541.63-13	D	\$100,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Sidewalks, Ramps, Curbs--Design & Permitting	130-1723-541.63-13	G/D	\$200,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Sidewalks, Ramps, Curbs--Construction	130-1723-541.63-13	G/D	\$1,450,000	\$250,000	\$300,000	\$300,000	\$300,000	\$300,000
Fern Cliff Ave Sidewalk Phase 2--Construction	130-1723-541.63-13	G	\$125,000	\$0	\$125,000	\$0	\$0	\$0
S-Riverhills-Wooden Bridge Repair	130-1723-541.63-13	D	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Telecom-Dr Sidewalk Extension--Construction	130-1723-541.63-13	G	\$50,000	\$50,000	\$0	\$0	\$0	\$0
S Burlingame Ave Sidewalk Repair	130-1723-541.63-13	D	\$50,000	\$0	\$50,000	\$0	\$0	\$0
Seout Park Sidewalk Extension--Construction	130-1723-541.63-13	D	\$50,000	\$0	\$0	\$50,000	\$0	\$0
West River Dr and Vanderbaker Rd--Design	130-1723-541.63-13	G	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Woodstork Rd Sidewalk Extension--Design	130-1723-541.63-13	G	\$100,000	\$0	\$0	\$100,000	\$0	\$0
Woodstork Rd Sidewalk Extension--Construction	130-1723-541.63-13	G	\$500,000	\$0	\$0	\$0	\$500,000	\$0
Street Resurfacing Projects	130-1724-541.63-11	D	\$5,500,000	\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Street Signage Upgrades and Replacement	130-1724-541.63-11	R	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Pavement Markings	130-1724-541.63-11	D	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Ridgedale Road Complete Street Design	130-1724-541.63-11	G	\$150,000	\$0	\$0	\$0	\$150,000	\$0
Ridgedale Road Complete Street Construction	130-1724-541.63-11	G	\$500,000	\$0	\$0	\$0	\$0	\$500,000
Sunnyside Road Complete Street Design	130-1724-541.63-11	G	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Sunnyside Road Complete Street Construction	130-1724-541.63-11	G	\$1,000,000	\$0	\$500,000	\$500,000	\$0	\$0
Miscellaneous Bicycle Projects	130-1724-541.63-14	G	\$220,000	\$35,000	\$40,000	\$45,000	\$50,000	\$50,000
Total			\$10,945,000	\$2,245,000	\$2,175,000	\$2,155,000	\$2,160,000	\$2,210,000

Stormwater

Bregar Dr/Bannockburn Ave Stormwater Project--Construct	130-1721-541.63-17	R	\$175,000	\$175,000	\$0	\$0	\$0	\$0
Maybole Pl/Riverhills Dr Stormwater Project--Construction	130-1721-541.63-17	R	\$450,000	\$450,000	\$0	\$0	\$0	\$0
E-127th Ave Stormwater Project--Construction (ARPA)	130-1721-541.63-17	R	\$200,000	\$200,000	\$0	\$0	\$0	\$0
Submersible Pump Replacements	130-1721-541.63-17	R	\$140,000	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000
Storm-Water Retention Pond Maintenance	130-1721-541.63-17	R	\$750,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Flooding Bypass Pump	130-1721-541.63-17	G	\$75,000	\$0	\$75,000	\$0	\$0	\$0
Telecom-Complex Ditch Maintenance	130-1721-541.63-17	D	\$100,000	\$0	\$0	\$100,000	\$0	\$0
Gascon Pl Pipe Replacement	130-1721-541.63-17	R	\$200,000	\$0	\$0	\$0	\$200,000	\$0
Pleasant Terrace Stormwater--Design	130-1721-541.63-17	D	\$450,000	\$0	\$0	\$150,000	\$150,000	\$150,000
Pleasant Terrace Stormwater--Construction	130-1721-541.63-17	D	\$2,000,000	\$0	\$0	\$0	\$1,000,000	\$1,000,000
Brentwood Dr and S Riverhills Dr--Design	130-1721-541.63-17	D	\$75,000	\$75,000	\$0	\$0	\$0	\$0
Brentwood Dr and S Riverhills Dr--Construction	130-1721-541.63-17	D	\$750,000	\$0	\$750,000	\$0	\$0	\$0
CDS Unit at River Hills Pond--Design	130-1721-541.63-17	G	\$50,000	\$0	\$0	\$50,000	\$0	\$0
CDS Unit at River Hills Pond--Construction	130-1721-541.63-17	G	\$500,000	\$0	\$0	\$0	\$500,000	\$0
CDS Glen Arven--Screen Repair	130-1721-541.63-17	D	\$50,000	\$0	\$50,000	\$0	\$0	\$0
Street Sweeper	130-1721-541.64-99	G/D	\$400,000	\$0	\$400,000	\$0	\$0	\$0
Special Bulk Pickup Truck 27	130-1721-541.64-12	R	\$325,000	\$325,000	\$0	\$0	\$0	\$0
Stormwater-Total			\$6,690,000	\$1,400,000	\$1,450,000	\$480,000	\$2,030,000	\$1,330,000

Sewer

Submersible Lift Station-Pump	430-1931-535.63-33	R	\$455,000	\$80,000	\$85,000	\$90,000	\$100,000	\$100,000
Misc Lift Station-Electrical-Components	430-1931-535.63-33	R	\$140,000	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000
Sewer Main-Rehabilitation (Lining)	430-1931-535.63-34	R	\$1,000,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Sewer Manhole Rehabilitation	430-1931-535.63-34	R	\$375,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Lift Station-B Flow-Meter	430-1931-535.63-33	G	\$85,000	\$85,000	\$0	\$0	\$0	\$0
Lift Station-A Force Main-Construction	430-1931-535.63-34	R	\$900,000	\$0	\$0	\$0	\$0	\$900,000
Terrace Oaks 4" Force Main-Replacement Design/Permitting	430-1931-535.63-34	R	\$100,000	\$0	\$100,000	\$0	\$0	\$0
Terrace Oaks 4" Force Main-Replacement Construction	430-1931-535.63-34	R	\$500,000	\$0	\$0	\$500,000	\$0	\$0
Queensway and Fowler Gravity Main Crossing Design/Permitting	430-1931-535.63-34	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Queensway and Fowler Gravity Main Crossing Construction	430-1931-535.63-34	R	\$400,000	\$0	\$400,000	\$0	\$0	\$0
S Riverhills Ave Aerial Sewer Pipe Replacement	430-1931-535.63-34	R	\$200,000	\$200,000	\$0	\$0	\$0	\$0
Lift Station-SB Construction	430-3899-535.63-33	R	\$2,000,000	\$0	\$2,000,000	\$0	\$0	\$0
Lift Station-River-Run-Rehab Construction	430-3899-535.63-33	R	\$300,000	\$300,000	\$0	\$0	\$0	\$0
Lift Station-D Design	430-3899-535.63-33	R	\$100,000	\$0	\$0	\$100,000	\$0	\$0
Lift Station-D Construction	430-3899-535.63-33	R	\$700,000	\$0	\$0	\$0	\$700,000	\$0
Lift Station-Hidden-Oaks Design/Permitting	430-3899-535.63-33	R	\$50,000	\$0	\$0	\$0	\$50,000	\$0
Lift Station-Hidden-Oaks Construction	430-3899-535.63-33	R	\$800,000	\$0	\$0	\$0	\$0	\$800,000
Lift Station-Tupelo South Design/Permitting	430-3899-535.63-33	R	\$0	\$0	\$0	\$0	\$0	\$0
Lift Station-Tupelo South Construction	430-3899-535.63-33	R	\$400,000	\$0	\$0	\$400,000	\$0	\$0
Lift Station-Orange River Design/Permitting	430-3899-535.63-33	R	\$50,000	\$0	\$0	\$0	\$50,000	\$0
Lift Station-Orange River Construction	430-3899-535.63-33	R	\$400,000	\$0	\$0	\$0	\$0	\$400,000
Lift Station-Primrose Design/Permitting	430-3899-535.63-33	R	\$0	\$0	\$0	\$0	\$0	\$0
Lift Station-Primrose Construction	430-3899-535.63-33	R	\$285,000	\$0	\$0	\$285,000	\$0	\$0
Lift Station-North Riverhills Design/Permitting	430-3899-535.63-33	R	\$0	\$0	\$0	\$0	\$0	\$0
Lift Station-North Riverhills Construction	430-3899-535.63-33	R	\$305,000	\$0	\$0	\$305,000	\$0	\$0
Lift Station-Sequoia Design/Permitting	430-3899-535.63-33	R	\$0	\$0	\$0	\$0	\$0	\$0
Lift Station-Sequoia Construction	430-3899-535.63-33	R	\$250,000	\$0	\$0	\$0	\$250,000	\$0
Lift Station-Pyramid Design and Construction	430-3899-535.63-33	R	\$125,000	\$0	\$125,000	\$0	\$0	\$0
Lift Station-Gail Design/Permitting	430-3899-535.63-33	R	\$60,000	\$0	\$0	\$0	\$60,000	\$0
Lift Station-Cypress Design/Permitting	430-3899-535.63-33	R	\$60,000	\$0	\$0	\$0	\$60,000	\$0
Wastewater Maintenance Building (HMGP)	430-3899-535.63-33	D	\$125,000	\$125,000	\$0	\$0	\$0	\$0
Unforeseen Emergency Lift Station Replacements	450-1931-535.63-33	R	\$375,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Davis Road Force Main Phases-Design	450-1931-535.63-33	G	\$300,000	\$0	\$150,000	\$150,000	\$0	\$0
Davis Road Force Main Phases-Construction	450-1931-535.63-33	G	\$3,000,000	\$0	\$0	\$1,000,000	\$1,000,000	\$1,000,000
Front-End Loader	410-1931-535.64-99	G	\$260,000	\$260,000	\$0	\$0	\$0	\$0
SEWER TOTAL			\$14,200,000	\$1,525,000	\$3,235,000	\$3,210,000	\$2,650,000	\$3,580,000

Water

Air Release Valve Replacement	430-1921-533.63-31	R	\$7,500	\$7,500	\$0	\$0	\$0	\$0
Electrical Distribution Breaker/Starter Replacement	430-1921-533.63-31	R	\$15,000	\$15,000	\$0	\$0	\$0	\$0
Wear Plate Replacements	430-1921-533.63-31	R	\$15,000	\$15,000	\$0	\$0	\$0	\$0
Rebuild Turbine Pumps	430-1921-533.63-31	R	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Replacement Flow Meters	430-1921-533.63-31	D	\$40,000	\$40,000	\$0	\$0	\$0	\$0
Rebuild Water Supply Wells	430-1921-533.63-36	R	\$50,000	\$50,000	\$0	\$0	\$0	\$0
Line Stopping Program	430-1922-533.63-32	R	\$50,000	\$50,000	\$0	\$0	\$0	\$0
Valve Replacement Program	430-1922-533.63-32	R	\$60,000	\$60,000	\$0	\$0	\$0	\$0
Utility Billing Printer	410-1220-536.64-99	D	\$7,000	\$7,000	\$0	\$0	\$0	\$0
Meter Readers Truck	410-1250-536.64-12	D	\$35,000	\$35,000	\$0	\$0	\$0	\$0
Water Treatment Facility Building Improvements	410-1921-533.62-41	D	\$450,000	\$350,000	\$25,000	\$25,000	\$25,000	\$25,000
Perimeter Wall-Design	410-1921-533.62-41	D	\$100,000	\$0	\$100,000	\$0	\$0	\$0
Perimeter Wall-Construction	410-1921-533.62-41	D	\$350,000	\$0	\$0	\$350,000	\$0	\$0
Misc Water Line Improvements	410-1922-533.63-32	R	\$0	\$0	\$0	\$0	\$0	\$0
Bannockburn/Downs Ave Water Main Construction	410-1922-533.63-32	R	\$6,000,000	\$2,000,000	\$0	\$2,000,000	\$0	\$2,000,000
Bonnie Brac Area Water Main Construction	410-1922-533.63-32	R	\$0	\$0	\$0	\$0	\$0	\$0
Liberty Ave/E-112th Ave Water Main-Design	410-1922-533.63-32	R	\$200,000	\$0	\$0	\$0	\$200,000	\$0

Liberty Ave/E-112th Ave Water Main -- Construction	410-1922-533-63-32	R	\$0	\$0	\$0	\$0	\$0	\$0
N-54th St Water Main Design & Permitting	410-1922-533-63-32	R	\$50,000	\$50,000	\$0	\$0	\$0	\$0
N-54th St Water Main Construction (CDBG)	410-1922-533-63-32	R	\$300,000	\$300,000	\$0	\$0	\$0	\$0
N-55th St Water Main Design & Permitting	410-1922-533-63-32	R	\$50,000	\$0	\$50,000	\$0	\$0	\$0
N-55th St Water Main Construction (CDBG)	410-1922-533-63-32	R	\$300,000	\$0	\$0	\$300,000	\$0	\$0
Freightliner Truck (New Fleet Vehicle)	410-1922-533-64-12	R	\$125,000	\$125,000	\$0	\$0	\$0	\$0
Hydraulic Pipe Saw	410-1922-533-64-99	G	\$16,000	\$16,000	\$0	\$0	\$0	\$0
Flex-Net -- Automatic Meter Reading	410-1922-533-64-99	G	\$1,200,000	\$0	\$300,000	\$300,000	\$300,000	\$300,000
Water Main Extensions	440-1922-533-63-32	R	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
iHydrant 5-Year Program	440-1922-533-63-32	R	\$120,000	\$40,000	\$40,000	\$40,000	\$0	\$0
	WATER TOTAL		\$9,815,500	\$3,235,500	\$565,000	\$3,065,000	\$575,000	\$2,375,000

CIS TOTAL	\$50,452,000	\$12,940,500	\$8,148,000	\$10,046,500	\$8,664,000	\$10,653,000
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**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2024-25 THROUGH FY 2028-29 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 – 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	2030-2034
Transit Network Projects (Temple Terrace Share of Capital Costs) [1]										
Future Unfunded Bus Shelters (Pads & Benches @ \$80,000 – \$95,000 ea.) – Coordinate with HART	\$280,000 [2]	HART (not yet funded)								
Funded Bus Shelters – 56TH St @ 131st Ave	\$140,000	HART								
Street Improvements										
Pavement Management Plan/Structural Resurfacing Projects/Design	\$10,500,000	Gas tax			\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000
Miscellaneous Pavement Marking	\$500,000	Gas tax			\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Signage Upgrades & Replacement	\$500,000	Gas tax			\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Bertha Palmer Boulevard Intersection Improvement	\$750,000	Grants & other revenue								\$750,000
CDBG Improvements	\$2,300,000	Grants & other revenue			\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$1,150,000
	\$11,500,000	Gas tax			\$1,600,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	\$5,500,000
	\$3,050,000	Grants & other revenue			\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$1,900,000
	\$14,550,000	Total			\$1,830,000	\$1,330,000	\$1,330,000	\$1,330,000	\$1,330,000	\$7,400,000
Sidewalks [4]										
Sidewalks, Ramps, Curbs	\$3,350,000	Gas tax			\$290,000	\$340,000	\$340,000	\$340,000	\$340,000	\$1,700,000
ADA Compliance / Transition Plan – Multiple locations (unspecified) –	\$200,000	Gas tax			\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
S Burlingame Ave Sidewalk Improvements	\$50,000	Gas tax				\$50,000				
Fern Cliff Ave Sidewalk	\$125,000	Gas tax				\$125,000				
Riverside Park Pedestrian Bridge Improvements	\$100,000	Gas tax			\$100,000					
Rainbow Sidewalk Improvements	\$175,000	Gas tax								\$175,000
Scout Park Sidewalk Extension	\$50,000	Gas tax					\$50,000			
Telecom Dr Sidewalk Extension	\$50,000	Gas tax			\$50,000					
Temple Terrace Elementary School Sidewalk Improvements	\$125,000	Gas tax								\$125,000
West River Dr and Vanderbaker Rd Sidewalk Extension	\$950,000	Gas tax							\$200,000	\$750,000
Woodstork Rd Sidewalk Extension	\$600,000	Gas tax					\$100,000	\$500,000		
78th St Sidewalk Extension	\$750,000	Gas tax								\$750,000
	\$6,525,000	Gas tax			\$460,000	\$535,000	\$510,000	\$860,000	\$560,000	\$3,600,000
	\$0	Mobility Fee			\$0	\$0	\$0	\$0	\$0	\$0
	\$6,525,000	Total			\$460,000	\$535,000	\$510,000	\$860,000	\$560,000	\$3,600,000
Traffic Signal Improvements										
Grovehill Rd./N. 56th St. – Signal improvements at intersection	\$750,000	Mobility Fee								\$750,000
	\$750,000	Mobility Fee			\$0	\$0	\$0	\$0	\$0	\$750,000
	\$750,000	Total			\$0	\$0	\$0	\$0	\$0	\$750,000
Multi-Use Trails										
Tampa Bypass Canal Trail – Harney Rd to Fowler Ave [3]	\$1,000,000	Grants & other revenue								\$1,000,000
Telecom Parkway Multi-Use Path #1 (2-mile along TECO ROW, from Fletcher Ave to Fowler Ave) [4]	\$2,500,000	Grants & other revenue								\$2,500,000
Telecom Parkway Multi-Use Path #2 (0.5-miles along Hollow Stump Rd)	\$1,000,000	Grants & other revenue								\$1,000,000
Shared-use path to connect Temple Terrace to USF (TECO and RR r.o.w., South of Fowler Ave and North of 113th Ave) to Park & Ride Lot by City Hall [4]	\$1,500,000	Grants & other revenue								\$1,500,000

**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2024-25 THROUGH FY 2028-29 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 – 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	2030-2034
USF Trail along south side of E. Fletcher Ave., from N. 50th St. to south on Hollow Stump and then east along E. 127th Ave. to Morris Bridge Rd. [3]		\$1,500,000	Grants & other revenue							\$1,500,000
Morris Bridge Rd. Multi-Use Trail connection, E. Fletcher Ave. to E. Fowler Ave., for Tampa ByPass Canal and USF Trails		\$4,000,000	Grants & other revenue							\$4,000,000
Old Railway Multi-Use Path [4] (Bridge from Whiteway Ave over River to Temple Terrace Hwy)		\$5,000,000	Gas tax							\$5,000,000
	\$13,000,000		Grants & other revenue		\$0	\$0	\$0	\$0	\$0	\$8,000,000
	\$5,000,000		Gas tax		\$0	\$0	\$0	\$0	\$0	\$5,000,000
	\$0		Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$0
	\$18,000,000		Total		\$0	\$0	\$0	\$0	\$0	\$13,000,000
Bicycle Facilities [10]										
122nd Avenue from 56th St to City Limits		\$100,000	Mobility Fee							\$100,000
127th Avenue from 56th St to City Limits		\$100,000	Mobility Fee							\$100,000
Miscellaneous Bicycle Projects (signage, design, & construction)		\$470,000	Gas tax		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$250,000
	\$200,000		Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$200,000
	\$470,000		Gas tax		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$250,000
	\$670,000		Total		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$450,000
Complete Streets										
Golf Cart Crossing at Fowler Ave		\$1,000,000	Grants & other revenue							\$1,000,000
Bullard Pkwy/Temple Terrace Hwy Complete Streets [3]		\$750,000	Mobility Fee							\$750,000
Grovehill Rd Complete Streets		\$600,000	Mobility Fee							\$600,000
Druid Hills Rd/Serena Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
Overlook Dr Complete Streets		\$300,000	Mobility Fee							\$300,000
Ridgedale Rd Complete Streets		\$2,150,000	Mobility Fee					\$150,000	\$500,000	\$1,500,000
N Riverhills Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
S Riverhills Dr Complete Streets		\$300,000	Mobility Fee							\$300,000
Temple Heights Rd Complete Streets		\$200,000	Mobility Fee							\$200,000
Whiteway Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
Sunnyside Rd Complete Streets		\$1,150,000	Mobility Fee		\$ 150,000	\$ 500,000	\$500,000			
CRA Ped Plan Improvements		\$1,100,000	Grants & other revenue							\$1,100,000
	\$7,550,000		Mobility Fee		\$150,000	\$500,000	\$500,000	\$150,000	\$500,000	\$5,750,000
	\$2,100,000		Grants & other revenue		\$0	\$0	\$0	\$0	\$0	\$2,100,000
	\$9,650,000		Total		\$150,000	\$500,000	\$500,000	\$150,000	\$500,000	\$7,850,000
TOTAL COSTS BY FUND SOURCE	TOTALS				FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	2030-2034
Ad valorem (HART) (100% mass transit)	TBD [2]				TBD [2]	TBD [2]	TBD [2]	TBD [2]	TBD [2]	TBD [2]
Gas tax	\$23,495,000				\$2,095,000	\$1,675,000	\$1,655,000	\$2,010,000	\$1,710,000	\$14,350,000
Mobility Fee	\$8,500,000				\$150,000	\$500,000	\$500,000	\$150,000	\$500,000	\$6,700,000
Grants & other revenues	\$13,150,000				\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$12,000,000
GRAND TOTAL (ALL FUND SOURCES)	\$45,145,000				\$2,475,000	\$2,405,000	\$2,385,000	\$2,390,000	\$2,440,000	\$33,050,000
GRAND TOTAL (- Mobility Fee Projects)	\$36,645,000				\$2,325,000	\$1,905,000	\$1,885,000	\$2,240,000	\$1,940,000	\$26,350,000

FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2024-25 THROUGH FY 2028-29 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 -2034 INTO THE SCHEDULE OF PROJECTS

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	2030-2034
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NOTES:

*Required to achieve and maintain multimodal Level of Service standards.

[1] Transit improvements will be coordinated with HART.

[2] These numbers are still being coordinated with HART.

[3] Contingent on agreement with Hillsborough County.

[4] Contingent on agreement with TECO.

~~Calculating a Mobility Fee Contribution (Temple Terrace Multi-Modal Transportation District)~~

Total Cost of Multimodal Long-Term Improvement Program	\$45,145,000
Vehicle Trips Generated in Temple Terrace TAZ's, 2025	225,208
Multimodal Cost Per Trip (Daily Trips)	\$200

~~Fair Share of Existing Development~~

Vehicle Trips Generated in Temple Terrace TAZ's, 2015*	206,483
Total Cost of Trips Generated By Existing Development	\$41,391,421
Total Cost of Trips Generated By New Development	\$3,753,579

~~Sample Temple Terrace Mobility Fees compared with New Hillsborough County Mobility Fees **~~

~~Sample Calculation for New Single Family Residential Development~~

~~Proposal: 100 single family units (ITE 210)~~

Net new external daily vehicle trips	952
Net new external daily person trips (using 1.10 auto occupancy factor)	1,047
Temple Terrace Mobility Fee - \$1,381 per unit (100% full cost)	\$209,921

Hillsborough County Mobility Fee - \$2,577 per unit (40% full cost)	\$258,200
Hillsborough County Mobility Fee - \$3,221 per unit (50% full cost)	\$322,750
Hillsborough County Mobility Fee - \$3,865 per unit (60% full cost)	\$387,300
Hillsborough County Mobility Fee - \$4,509 per unit (70% full cost)	\$451,850
Hillsborough County Mobility Fee - \$5,154 per unit (80% full cost)	\$516,400
Hillsborough County Mobility Fee - \$5,798 per unit (90% full cost)	\$580,950
Hillsborough County Mobility Fee - \$6,422 per unit (100% full cost)	\$645,500

~~Sample Calculation for Multi-Family Residential Development~~

~~Proposal: 300 apartments (ITE 220)~~

Net new external daily vehicle trips	1,995
Net new external daily person trips (using 1.10 auto occupancy factor)	2,195
Temple Terrace Mobility Fee - \$964 per unit (100% full cost)	\$439,908

Hillsborough County Mobility Fee - \$1,669 per unit (40% full cost)	\$501,960
Hillsborough County Mobility Fee - \$2,087 per unit (50% full cost)	\$627,450
Hillsborough County Mobility Fee - \$2,504 per unit (60% full cost)	\$752,940
Hillsborough County Mobility Fee - \$2,921 per unit (70% full cost)	\$878,430
Hillsborough County Mobility Fee - \$3,338 per unit (80% full cost)	\$1,003,920
Hillsborough County Mobility Fee - \$3,756 per unit (90% full cost)	\$1,129,410
Hillsborough County Mobility Fee - \$4,183 per unit (100% full cost)	\$1,254,900

~~Sample Calculation for New Office Development~~

~~Proposal: 50,000 s.f. office building (ITE 710)~~

Net new external daily vehicle trips	552
Net new external daily person trips (using 1.10 auto occupancy factor)	607
Temple Terrace Mobility Fee - \$1,601 per 1,000 sq ft (100% full cost)	\$121,719

Hillsborough County Mobility Fee - \$3,633 per 1,000 sq ft (40% full cost)	\$181,660
Hillsborough County Mobility Fee - \$4,542 per sq ft (50% full cost)	\$227,075
Hillsborough County Mobility Fee - \$5,450 per sq ft (60% full cost)	\$272,490
Hillsborough County Mobility Fee - \$6,358 per sq ft (70% full cost)	\$317,905
Hillsborough County Mobility Fee - \$7,266 per sq ft (80% full cost)	\$363,320
Hillsborough County Mobility Fee - \$8,175 per sq ft (90% full cost)	\$408,735
Hillsborough County Mobility Fee - \$9,083 per 1,000 sq ft (100% full cost)	\$454,150

~~Calculating a Mobility Fee Contribution (Temple Terrace Multi-Modal Transportation District)~~

Total Cost of Multimodal Long-Term Improvement Program	\$45,145,000
Vehicle Trips Generated in Temple Terrace TAZ's, 2025	225,208
Multimodal Cost Per Trip (Daily Trips)	\$200

~~Fair Share of Existing Development~~

Vehicle Trips Generated in Temple Terrace TAZ's, 2015*	206,483
Total Cost of Trips Generated By Existing Development	\$41,391,421
Total Cost of Trips Generated By New Development	\$3,753,579

~~Sample Calculation for New Shopping Center Development~~

~~Proposal: 75,000 s.f. shopping center (ITE 820)~~

Net new external daily vehicle trips (34% retail pass-by reduction)	2,114
Net new external daily person trips (using 1.10 auto occupancy factor)	2,325
Temple Terrace Mobility Fee - \$4,088 per 1,000 sq ft (100% full cost)	\$466,148

Hillsborough County Mobility Fee - \$4,097 per 1,000 sq ft (40% full cost)	\$307,260
Hillsborough County Mobility Fee - \$5,121 per sq ft (50% full cost)	\$384,075
Hillsborough County Mobility Fee - \$6,145 per sq ft (60% full cost)	\$460,890
Hillsborough County Mobility Fee - \$7,169 per sq ft (70% full cost)	\$537,705
Hillsborough County Mobility Fee - \$8,194 per sq ft (80% full cost)	\$614,520
Hillsborough County Mobility Fee - \$9,218 per sq ft (90% full cost)	\$691,335
Hillsborough County Mobility Fee - \$10,242 per 1,000 sq ft (100% full cost)	\$768,150

~~Sample Calculation for New High Turnover Restaurant Development~~

~~Proposal: 5,000 s.f. high turnover restaurant (ITE 932)~~

Net new external daily vehicle trips (43% retail pass-by reduction)	362
Net new external daily person trips (using 1.10 auto occupancy factor)	398
Temple Terrace Mobility Fee - \$10,500 per 1,000 sq ft (100% full cost)	\$79,823

Hillsborough County Mobility Fee - \$4,097 per 1,000 sq ft (40% full cost)	\$63,762
Hillsborough County Mobility Fee - \$5,121 per sq ft (50% full cost)	\$79,703
Hillsborough County Mobility Fee - \$6,145 per sq ft (60% full cost)	\$95,643
Hillsborough County Mobility Fee - \$7,169 per sq ft (70% full cost)	\$111,584
Hillsborough County Mobility Fee - \$8,194 per sq ft (80% full cost)	\$127,524
Hillsborough County Mobility Fee - \$9,218 per sq ft (90% full cost)	\$143,465
Hillsborough County Mobility Fee - \$10,242 per 1,000 sq ft (100% full cost)	\$159,405

~~Sample Calculation for New Mixed-Use Development~~

~~Proposal: 250 apartments (ITE 220), 150 room hotel (ITE 310), 50,000 s.f. retail (ITE 820)~~

Net new external daily vehicle trips (10% internal capture & 34% retail pass-by reduction)	5,023
Net new external daily person trips (using 1.10 auto occupancy factor)	5,525
Temple Terrace Mobility Fee - \$1,619 mixed-use cost per unit/hotel room/1,000 sq ft retail (100% full cost) ***	\$1,107,597

Hillsborough County Mobility Fee - \$1,651 mixed-use cost per unit/hotel room/1,000 sq ft retail (40% full cost) ***	\$743,058
Hillsborough County Mobility Fee - \$2,064 mixed-use cost per unit/hotel room/1,000 sq ft retail (50% full cost) ***	\$928,823
Hillsborough County Mobility Fee - \$2,477 mixed-use cost per unit/hotel room/1,000 sq ft retail (60% full cost) ***	\$1,114,587
Hillsborough County Mobility Fee - \$2,890 mixed-use cost per unit/hotel room/1,000 sq ft retail (70% full cost) ***	\$1,300,352
Hillsborough County Mobility Fee - \$3,302 mixed-use cost per unit/hotel room/1,000 sq ft retail (80% full cost) ***	\$1,486,116
Hillsborough County Mobility Fee - \$3,715 mixed-use cost per unit/hotel room/1,000 sq ft retail (90% full cost) ***	\$1,671,881
Hillsborough County Mobility Fee - \$4,128 mixed-use cost per unit/hotel room/1,000 sq ft retail (100% full cost) ***	\$1,857,645

~~NOTES:~~

~~* Estimated using a 2016 update of the 2015 adopted Tampa Bay Regional Planning Model. 2015 trips estimated based on the assumption of constant growth on average from 2010 to 2030.~~

~~** Mobility Fee estimates may vary due to rounding~~

~~*** Mixed use mobility fee estimate was based on the total number of trips for all uses and the actual fee may vary due to assumptions made in the calculations for each project.~~

~~Calculating a Mobility Fee Contribution (Temple Terrace Multi-Modal Transportation District)~~

Total Cost of Multimodal Long-Term Improvement Program	\$45,145,000
Vehicle Trips Generated in Temple Terrace TAZ's, 2025	225,208
Multimodal Cost Per Trip (Daily Trips)	\$200

~~Fair Share of Existing Development~~

Vehicle Trips Generated in Temple Terrace TAZ's, 2015*	206,483
Total Cost of Trips Generated By Existing Development	\$41,391,421
Total Cost of Trips Generated By New Development	\$3,753,579

~~Projects within the Mobility Fee Exemption Area (MFEA) [f/k/a Transportation Concurrency Exception Area (TCEA)], which consists of the Downtown Overlay District and Downtown Community Redevelopment Plan Overlay, are exempt from paying the mobility fee as an economic development incentive in these areas.~~

CITY OF TEMPLE TERRACE
FIVE-YEAR CAPITAL IMPROVEMENT SECTION (CIS) SCHEDULE OF PROJECTS
FY 2026 THROUGH FY 2030

Sanitation

<u>Division/Description</u>	<u>Account #</u>	<u>CIE</u>	<u>Cost of Five-Year Program</u>	<u>NEW BUDGET FY 25-26 REQUEST</u>	<u>NEW BUDGET FY 26-27</u>	<u>NEW BUDGET FY 27-28</u>	<u>NEW BUDGET FY 28-29</u>	<u>NEW BUDGET FY 29-30</u>
Commercial Front Load Truck 19	480-2031-534.64-12	R	\$400,000	\$0	\$400,000	\$0	\$0	\$0
Commercial Front Load Truck 17	480-2031-534.64-12	R	\$450,000	\$0	\$0	\$0	\$450,000	\$0
Commercial Delivery Truck 16	480-2031-534.64-12	R	\$200,000	\$0	\$0	\$200,000	\$0	\$0
Commercial Roll Off Truck 11	480-2031-534.64-12	R	\$325,000	\$0	\$0	\$325,000	\$0	\$0
Commercial Roll Off Truck 24	480-2031-534.64-12	R	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Residential Rearload Sanitation Truck 9	480-2041-534.64-12	R	\$300,000	\$300,000	\$0	\$0	\$0	\$0
Residential Rearload Sanitation Truck 15	480-2041-534.64-12	R	\$700,000	\$300,000	\$0	\$0	\$400,000	\$0
Bulk Garbage Truck 12	480-2041-534.64-12	R	\$275,000	\$0	\$275,000	\$0	\$0	\$0
Bulk Garbage Truck 10	480-2041-534.64-12	R	\$300,000	\$0	\$0	\$300,000	\$0	\$0
SANITATION			\$3,300,000	\$600,000	\$675,000	\$825,000	\$850,000	\$350,000

Parks and Rec

Riverhills Park Construction	170-1896-572.63-27	R	\$ 400,000	\$ 400,000	\$0	\$0	\$0	\$0
PARKS & RECREATION TOTAL			\$400,000	\$400,000	\$0	\$0	\$0	\$0

Transportation

Sidewalks, Ramps, Curbs Rehab	130-1723-541.63-13	D	\$40,000	\$40,000	\$0	\$0	\$0	\$0
Sidewalks, Ramps, Curbs - Construction	130-1723-541.63-13	D	\$270,000	\$270,000	\$0	\$0	\$0	\$0
S Burlingame Ave Sidewalk Rehab	130-1723-541.63-13	D	\$50,000	\$50,000	\$0	\$0	\$0	\$0
Sidewalk Grinder	130-1723-541.64-99	G	\$60,000	\$60,000	\$0	\$0	\$0	\$0
Street Resurfacing Projects-Non Surtax	130-1724-541.63-11	D	\$1,500,000	\$1,500,000	\$0	\$0	\$0	\$0
Street Resurfacing Projects-Surtax	130-1724-541.63-11	D	\$7,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Street Signage Upgrades and Replacement	130-1724-541.63-11	R	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Pavement Markings	130-1724-541.63-11	D	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Ridgedale Road Complete Street Design	130-1724-541.63-11	G	\$150,000		\$0	\$0	\$150,000	\$0
Ridgedale Road Complete Street Construction	130-1724-541.63-11	G	\$500,000		\$0	\$0	\$0	\$500,000
Sunnyside Road Complete Street Construction	130-1724-541.63-11	G	\$1,000,000	\$500,000	\$500,000	\$0	\$0	\$0
Miscellaneous Bicycle Projects (use carry-over)	130-1724-541.63-14	G	\$0	\$0	\$0	\$0	\$0	\$0
Sidewalks, Ramps, Curbs - Construction	145-1723-541.63-13	D	\$50,000	\$50,000	\$0	\$0	\$0	\$0
Fern Cliff Ave Sidewalk Phase 2	145-1723-541.63-13	G	\$125,000	\$125,000	\$0	\$0	\$0	\$0
Scout Park Sidewalk Extension - Construction	145-1723-541.63-13	D	\$50,000		\$0	\$50,000	\$0	\$0
West River Dr and Vanderbaker Rd - Design	145-1723-541.63-13	G	\$200,000		\$0	\$0	\$0	\$200,000
Woodstork Rd Sidewalk Extension - Design	145-1723-541.63-13	G	\$100,000		\$0	\$100,000	\$0	\$0

Woodstork Rd Sidewalk Extension - Construction	145-1723-541.63-13	G	\$500,000		\$0	\$0	\$500,000	\$0
Total			\$12,145,000	\$4,145,000	\$2,000,000	\$1,650,000	\$2,150,000	\$2,200,000

Stormwater

Submersible Pump Replacements (carry-over 25k until fundin	130-1721-541.63-17	R	\$0		\$0	\$0	\$0	\$0
Stormwater Retention Pond Rehab	130-1721-541.63-17	D	\$750,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Stormwater Pipe Lining	130-1721-541.63-17	D	\$200,000	\$200,000	\$0	\$0	\$0	\$0
Telecom Complex Ditch Maintenance	130-1721-541.63-17	D	\$100,000		\$0	\$100,000	\$0	\$0
Gascon Pl Pipe Replacement	130-1721-541.63-17	R	\$200,000		\$0	\$0	\$200,000	\$0
Pleasant Terrace Stormwater - Design	130-1721-541.63-17	D	\$450,000		\$0	\$150,000	\$150,000	\$150,000
Pleasant Terrace Stormwater - Construction	130-1721-541.63-17	D	\$2,000,000		\$0	\$0	\$1,000,000	\$1,000,000
Brentwood Dr and S Riverhills Dr - Construction	130-1721-541.63-17	D	\$750,000	\$750,000	\$0	\$0	\$0	\$0
CDS Unit at River Hills Pond - Design	130-1721-541.63-17	G	\$50,000		\$0	\$50,000	\$0	\$0
CDS Unit at River Hills Pond - Construction	130-1721-541.63-17	G	\$500,000		\$0	\$0	\$500,000	\$0
CDS Glen Arven - Screen Repair	130-1721-541.63-17	D	\$50,000		\$50,000	\$0	\$0	\$0
Flooding Bypass Pump	130-1721-541.64-99	G	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Total			\$5,200,000	\$1,250,000	\$200,000	\$450,000	\$2,000,000	\$1,300,000

Sewer

Lift Station Monitoring SCADA (5)	410-1931-535.64-99	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Generator Trailer	410-1931-535.64-99	R	\$15,000	\$15,000	\$0	\$0	\$0	\$0
Submersible Lift Station Pump	430-1931-535.63-33	R	\$375,000		\$85,000	\$90,000	\$100,000	\$100,000
Sewer Main Rehabilitation (Lining)	430-1931-535.63-34	R	\$800,000		\$200,000	\$200,000	\$200,000	\$200,000
Sewer Manhole Rehabilitation	430-1931-535.63-34	R	\$300,000		\$75,000	\$75,000	\$75,000	\$75,000
Lift Station A Force Main - Construction	430-1931-535.63-34	R	\$900,000		\$0	\$0	\$0	\$900,000
Terrace Oaks 4" Force Main Replacement Design/Permitting	430-1931-535.63-34	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Terrace Oaks 4" Force Main Replacement Construction	430-1931-535.63-34	R	\$500,000		\$0	\$500,000	\$0	\$0
Queensway and Fowler Gravity Main Crossing Construction	430-1931-535.63-34	R	\$400,000	\$400,000	\$0	\$0	\$0	\$0
Lift Station SB Construction	430-3899-535.63-33	R	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0
Lift Station D Design	430-3899-535.63-33	R	\$100,000		\$0	\$100,000	\$0	\$0
Lift Station D Construction	430-3899-535.63-33	R	\$700,000		\$0	\$0	\$700,000	\$0
Lift Station Hidden Oaks Design/Permitting	430-3899-535.63-33	R	\$50,000		\$0	\$0	\$50,000	\$0
Lift Station Hidden Oaks Construction	430-3899-535.63-33	R	\$800,000		\$0	\$0	\$0	\$800,000
Lift Station Tupelo South Design/Permitting	430-3899-535.63-33	R	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Lift Station Tupelo South Construction	430-3899-535.63-33	R	\$500,000		\$500,000	\$0	\$0	\$0
Lift Station Orange River Design/Permitting	430-3899-535.63-33	R	\$50,000		\$0	\$0	\$50,000	\$0
Lift Station Orange River Construction	430-3899-535.63-33	R	\$400,000		\$0	\$0	\$0	\$400,000
Lift Station Primrose Construction	430-3899-535.63-33	R	\$285,000		\$0	\$285,000	\$0	\$0
Lift Station North Riverhills Design/Permitting	430-3899-535.63-33	R	\$0		\$0	\$0	\$0	\$0
Lift Station North Riverhills Construction	430-3899-535.63-33	R	\$305,000		\$0	\$305,000	\$0	\$0
Lift Station Sequoia Design/Permitting	430-3899-535.63-33	R	\$0		\$0	\$0	\$0	\$0
Lift Station Sequoia Construction	430-3899-535.63-33	R	\$250,000		\$0	\$0	\$250,000	\$0

Lift Station Pyramid Design and Construction	430-3899-535.63-33	R	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Lift Station Gail Design/Permitting	430-3899-535.63-33	R	\$60,000		\$0	\$0	\$60,000	\$0
Lift Station Cypress Design/Permitting	430-3899-535.63-33	R	\$60,000		\$0	\$0	\$60,000	\$0
Pump Truck	450-1931-535.64-12	G	\$260,000	\$260,000	\$0	\$0	\$0	\$0
Davis Road Force Main Phases - Design	450-1931-535.63-33	G	\$300,000	\$150,000	\$150,000	\$0	\$0	\$0
Davis Road Force Main Phases - Construction	450-1931-535.63-33	G	\$2,000,000	\$0	\$1,000,000	\$1,000,000	\$0	\$0
SEWER TOTAL			\$11,910,000	\$3,325,000	\$2,010,000	\$2,555,000	\$1,545,000	\$2,475,000

Water

Easy Link Meter Reading Box	410-1250-536.64-23	G	\$15,000	\$15,000	\$0	\$0	\$0	\$0
Water Treatment Facility Building Improvements	410-1921-533.62-41	D	\$100,000		\$25,000	\$25,000	\$25,000	\$25,000
Perimeter Wall - Design	410-1921-533.62-41	D	\$100,000		\$100,000	\$0	\$0	\$0
Perimeter Wall - Construction	410-1921-533.62-41	D	\$350,000		\$0	\$350,000	\$0	\$0
Scada Conversion	410-1921-533.63-31	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Reactor Valves Conversion	410-1921-533.63-31	R	\$165,000	\$165,000	\$0	\$0	\$0	\$0
Chlorine Conversion Gas/Sodium Hypochlorite	410-1922-533.63-32	D	\$266,245	\$266,245	\$0	\$0	\$0	\$0
Bannockburn/Downs Ave Water Main Construction	410-1922-533.63-32	R	\$4,000,000		\$0	\$2,000,000	\$0	\$2,000,000
Liberty Ave/E 112th Ave Water Main - Design	410-1922-533.63-32	R	\$200,000		\$0	\$0	\$200,000	\$0
Portable Genset-Gnerator for Light Tower	410-1922-533.64-99	G	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Valve Exerciser on Skid (Back of Ford F-550)	410-1922-533.64-99	G	\$89,695	\$89,695	\$0	\$0	\$0	\$0
Backhoe	410-1922-533.64-99	G	\$100,000	\$0	\$100,000	\$0	\$0	\$0
Generator for Well #11	410-1922-533.64-99	G	\$80,000	\$80,000				\$0
Ford F-550 Utility Truck	410-1922-533.64-12	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
iHydrant 5-Year Program	440-1922-533.63-32	G	\$80,000	\$40,000	\$40,000	\$0	\$0	\$0
N 55th St Watermain Construction	125-1922-533.63-32	G	\$300,000	\$300,000	\$0	\$0	\$0	\$0
N 55th St Watermain Design	125-1922-533.63-32	G	\$50,000	\$50,000	\$0	\$0	\$0	\$0
WATER TOTAL			\$6,120,940	\$1,230,940	\$265,000	\$2,375,000	\$225,000	\$2,025,000

CIS TOTAL	\$39,075,940	\$10,950,940	\$5,150,000	\$7,855,000	\$6,770,000	\$8,350,000
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**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2025-26 THROUGH FY 2029-30 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 - 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	2031-2035
Transit Network Projects (Temple Terrace Share of Capital Costs) [1]										
Future Unfunded Bus Shelters (Pads & Benches @ \$70,000 ea.) - Coordinate with HART	\$140,000		HART (not yet funded)							
Funded Bus Shelters - 56TH St @ 131st Ave	\$140,000		HART							
Street Improvements										
Pavement Management Plan/Structural Resurfacing Projects/Design	\$10,500,000		Gas tax	33-PMP	\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000
Miscellaneous Pavement Marking	\$500,000		Gas tax	33-500 (311)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Signage Upgrades & Replacement	\$500,000		Gas tax		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Bertha Palmer Boulevard Intersection Improvement	\$750,000		Grants & other revenue							\$750,000
CDBG Improvements	\$2,300,000		Grants & other revenue		\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$1,150,000
	\$11,500,000		Gas tax		\$1,600,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	\$5,500,000
	\$3,050,000		Grants & other		\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$1,900,000
	\$14,550,000		Total		\$1,830,000	\$1,330,000	\$1,330,000	\$1,330,000	\$1,330,000	\$7,400,000
Sidewalks [5,6]										
Sidewalks, Ramps, Curbs	\$3,350,000		Gas tax	34-659 (303)	\$290,000	\$340,000	\$340,000	\$340,000	\$340,000	\$1,700,000
ADA Compliance / Transition Plan - Multiple locations (unspecified)	\$200,000		Gas tax	34-xxx (304)	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
S Burlingame Ave Sidewalk Improvements	\$50,000		Gas tax			\$50,000				
Fern Cliff Ave Sidewalk	\$125,000		Gas tax			\$125,000				
Riverside Park Pedestrian Bridge Improvements	\$100,000		Gas tax		\$100,000					
Rainbow Sidewalk Improvements	\$175,000		Gas tax							\$175,000
Scout Park Sidewalk Extension	\$50,000		Gas tax				\$50,000			
Telecom Dr Sidewalk Extension	\$50,000		Gas tax		\$50,000					
Temple Terrace Elementary School Sidewalk Improvements	\$125,000		Gas tax							\$125,000
West River Dr and Vanderbaker Rd Sidewalk Extension	\$950,000		Gas tax						\$200,000	\$750,000
Woodstork Rd Sidewalk Extension	\$600,000		Gas tax				\$100,000	\$500,000		
78th St Sidewalk Extension	\$750,000		Gas tax							\$750,000
	\$6,525,000		Gas tax		\$460,000	\$535,000	\$510,000	\$860,000	\$560,000	\$3,600,000
	\$0		Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$0
	\$6,525,000		Total		\$460,000	\$535,000	\$510,000	\$860,000	\$560,000	\$3,600,000
Traffic Signal Improvements										
Grovehill Rd./N. 56th St. - Signal improvements at intersection	\$750,000		Mobility Fee	30-103						\$750,000
	\$750,000		Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$750,000
	\$750,000		Total		\$0	\$0	\$0	\$0	\$0	\$750,000
Multi-Use Trails										
Tampa Bypass Canal Trail - Harney Rd to Fowler Ave [4]	\$1,000,000		Grants & other revenue							\$1,000,000
Telecom Parkway Multi-Use Path #1 (2-mile along TECO ROW; from Fletcher Ave to Fowler Ave) [5]	\$2,500,000		Grants & other revenue							\$2,500,000
Telecom Parkway Multi-Use Path #2 (0.5-miles along Hollow Stump Rd)	\$1,000,000		Grants & other revenue							\$1,000,000
Shared-use path to connect Temple Terrace to USF (TECO and RR r.o.w., South of Fowler Ave and North of 113th Ave) to Park & Ride Lot by City Hall [5]	\$1,500,000		Grants & other revenue							\$1,500,000

**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2025-26 THROUGH FY 2029-30 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 - 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	2031-2035
USF Trail along south side of E. Fletcher Ave., from N. 50th St. to south on Hollow Stump and then east along E. 127th Ave. to Morris Bridge Rd. [4]		\$1,500,000	Grants & other revenue							\$1,500,000
Morris Bridge Rd. Multi-Use Trail connection, E. Fletcher Ave. to E. Fowler Ave., for Tampa ByPass Canal and USF Trails		\$4,000,000	Grants & other revenue							\$4,000,000
Old Railway Multi-Use Path [5] (Bridge from Whiteway Ave over River to Temple Terrace Hwy)		\$5,000,000	Gas tax							\$5,000,000
		\$8,000,000	Grants & other revenue		\$0	\$0	\$0	\$0	\$0	\$8,000,000
		\$5,000,000	Gas tax		\$0	\$0	\$0	\$0	\$0	\$5,000,000
		\$0	Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$0
		\$13,000,000	Total		\$0	\$0	\$0	\$0	\$0	\$13,000,000
Bicycle Facilities [10]										
122nd Avenue from 56th St to City Limits		\$100,000	Mobility Fee							\$100,000
127th Avenue from 56th St to City Limits		\$100,000	Mobility Fee							\$100,000
Miscellaneous Bicycle Projects (signage, design, & construction)		\$470,000	Gas tax		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$250,000
		\$200,000	Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$200,000
		\$470,000	Gas tax		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$250,000
		\$670,000	Total		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$450,000
Complete Streets										
Golf Cart Crossing at Fowler Ave		\$1,000,000	Grants & other revenue							\$1,000,000
Bullard Pkwy/Temple Terrace Hwy Complete Streets [4]		\$750,000	Mobility Fee							\$750,000
Grovehill Rd Complete Streets		\$600,000	Mobility Fee							\$600,000
Druid Hills Rd/Serena Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
Overlook Dr Complete Streets		\$300,000	Mobility Fee							\$300,000
Ridgedale Rd Complete Streets		\$1,650,000	Mobility Fee						\$150,000	\$1,500,000
N Riverhills Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
S Riverhills Dr Complete Streets		\$300,000	Mobility Fee							\$300,000
Temple Heights Rd Complete Streets		\$200,000	Mobility Fee							\$200,000
Whiteway Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
Sunnyside Rd Complete Streets		\$1,150,000	Mobility Fee		\$ 150,000	\$ 500,000	\$500,000			
CRA Ped Plan Improvements		\$1,100,000	Grants & other revenue							\$1,100,000
		\$7,050,000	Mobility Fee		\$150,000	\$500,000	\$500,000	\$0	\$150,000	\$5,750,000
		\$2,100,000	Grants & other revenue		\$0	\$0	\$0	\$0	\$0	\$2,100,000
		\$9,150,000	Total		\$150,000	\$500,000	\$500,000	\$0	\$150,000	\$7,850,000
TOTAL COSTS BY FUND SOURCE										
Gas tax		\$23,495,000			\$2,095,000	\$1,675,000	\$1,655,000	\$2,010,000	\$1,710,000	\$14,350,000
Mobility Fee		\$8,000,000			\$150,000	\$500,000	\$500,000	\$0	\$150,000	\$6,700,000
Grants & other revenues		\$13,150,000			\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$12,000,000
GRAND TOTAL (ALL FUND SOURCES)		\$44,645,000			\$2,475,000	\$2,405,000	\$2,385,000	\$2,240,000	\$2,090,000	\$33,050,000
GRAND TOTAL (- Mobility Fee Projects)		\$36,645,000			\$2,325,000	\$1,905,000	\$1,885,000	\$2,240,000	\$1,940,000	\$26,350,000

NOTES:

**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2025-26 THROUGH FY 2029-30 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 - 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	2031-2035
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* Required to achieve and maintain multimodal Level of Service standards.

[1] Transit improvements will be coordinated with HART.

[2] Contingent on agreement with Hillsborough County.

[3] Contingent on agreement with TECO.

Calculating a Mobility Fee Contribution (Temple Terrace Multi-Modal Transportation District)

<u>Total Cost of Multimodal Long-Term Improvement Program</u>	<u>\$44,645,000</u>
<u>Vehicle Trips Generated in Temple Terrace TAZ's, 2025</u>	<u>225,208</u>
<u>Multimodal Cost Per Trip (Daily Trips)</u>	<u>\$198</u>

Fair Share of Existing Development

<u>Vehicle Trips Generated in Temple Terrace TAZ's, 2015*</u>	<u>206,483</u>
<u>Total Cost of Trips Generated By Existing Development</u>	<u>\$40,932,994</u>
<u>Total Cost of Trips Generated By New Development</u>	<u>\$3,712,006</u>

Sample Temple Terrace Mobility Fees compared with New Hillsborough County Mobility Fees ****Sample Calculation for New Single Family Residential Development**

Proposal: 100 single family units (ITE 210)

<u>Net new external daily vehicle trips</u>	<u>952</u>
<u>Net new external daily person trips (using 1.10 auto occupancy factor)</u>	<u>1,047</u>
<u>Temple Terrace Mobility Fee - \$1,381 per unit (100% full cost)</u>	<u>\$207,596</u>

<u>Hillsborough County Mobility Fee - \$2,577 per unit (40% full cost)</u>	<u>\$258,200</u>
<u>Hillsborough County Mobility Fee - \$3,221 per unit (50% full cost)</u>	<u>\$322,750</u>
<u>Hillsborough County Mobility Fee - \$3,865 per unit (60% full cost)</u>	<u>\$387,300</u>
<u>Hillsborough County Mobility Fee - \$4,509 per unit (70% full cost)</u>	<u>\$451,850</u>
<u>Hillsborough County Mobility Fee - \$5,154 per unit (80% full cost)</u>	<u>\$516,400</u>
<u>Hillsborough County Mobility Fee - \$5,798 per unit (90% full cost)</u>	<u>\$580,950</u>
<u>Hillsborough County Mobility Fee - \$6,422 per unit (100% full cost)</u>	<u>\$645,500</u>

Sample Calculation for Multi-Family Residential Development

Proposal: 300 apartments (ITE 220)

<u>Net new external daily vehicle trips</u>	<u>1,995</u>
<u>Net new external daily person trips (using 1.10 auto occupancy factor)</u>	<u>2,195</u>
<u>Temple Terrace Mobility Fee - \$964 per unit (100% full cost)</u>	<u>\$435,035</u>

<u>Hillsborough County Mobility Fee - \$1,669 per unit (40% full cost)</u>	<u>\$501,960</u>
<u>Hillsborough County Mobility Fee - \$2,087 per unit (50% full cost)</u>	<u>\$627,450</u>
<u>Hillsborough County Mobility Fee - \$2,504 per unit (60% full cost)</u>	<u>\$752,940</u>
<u>Hillsborough County Mobility Fee - \$2,921 per unit (70% full cost)</u>	<u>\$878,430</u>
<u>Hillsborough County Mobility Fee - \$3,338 per unit (80% full cost)</u>	<u>\$1,003,920</u>
<u>Hillsborough County Mobility Fee - \$3,756 per unit (90% full cost)</u>	<u>\$1,129,410</u>
<u>Hillsborough County Mobility Fee - \$4,183 per unit (100% full cost)</u>	<u>\$1,254,900</u>

Sample Calculation for New Office Development

Proposal: 50,000 s.f. office building (ITE 710)

<u>Net new external daily vehicle trips</u>	<u>552</u>
<u>Net new external daily person trips (using 1.10 auto occupancy factor)</u>	<u>607</u>
<u>Temple Terrace Mobility Fee - \$1,601 per 1,000 sq ft (100% full cost)</u>	<u>\$120,371</u>

<u>Hillsborough County Mobility Fee - \$3,633 per 1,000 sq ft (40% full cost)</u>	<u>\$181,660</u>
<u>Hillsborough County Mobility Fee - \$4,542 per sq ft (50% full cost)</u>	<u>\$227,075</u>
<u>Hillsborough County Mobility Fee - \$5,450 per sq ft (60% full cost)</u>	<u>\$272,490</u>
<u>Hillsborough County Mobility Fee - \$6,358 per sq ft (70% full cost)</u>	<u>\$317,905</u>
<u>Hillsborough County Mobility Fee - \$7,266 per sq ft (80% full cost)</u>	<u>\$363,320</u>
<u>Hillsborough County Mobility Fee - \$8,175 per sq ft (90% full cost)</u>	<u>\$408,735</u>
<u>Hillsborough County Mobility Fee - \$9,083 per 1,000 sq ft (100% full cost)</u>	<u>\$454,150</u>

Calculating a Mobility Fee Contribution (Temple Terrace Multi-Modal Transportation District)

<u>Total Cost of Multimodal Long-Term Improvement Program</u>	<u>\$44,645,000</u>
<u>Vehicle Trips Generated in Temple Terrace TAZ's, 2025</u>	<u>225,208</u>
<u>Multimodal Cost Per Trip (Daily Trips)</u>	<u>\$198</u>

Fair Share of Existing Development

<u>Vehicle Trips Generated in Temple Terrace TAZ's, 2015*</u>	<u>206,483</u>
<u>Total Cost of Trips Generated By Existing Development</u>	<u>\$40,932,994</u>
<u>Total Cost of Trips Generated By New Development</u>	<u>\$3,712,006</u>

Sample Calculation for New Shopping Center Development

<u>Proposal: 75,000 s.f. shopping center (ITE 820)</u>	
<u>Net new external daily vehicle trips (34% retail pass-by reduction)</u>	<u>2,114</u>
<u>Net new external daily person trips (using 1.10 auto occupancy factor)</u>	<u>2,325</u>
<u>Temple Terrace Mobility Fee - \$4,088 per 1,000 sq ft (100% full cost)</u>	<u>\$460,985</u>

<u>Hillsborough County Mobility Fee - \$4,097 per 1,000 sq ft (40% full cost)</u>	<u>\$307,260</u>
<u>Hillsborough County Mobility Fee - \$5,121 per sq ft (50% full cost)</u>	<u>\$384,075</u>
<u>Hillsborough County Mobility Fee - \$6,145 per sq ft (60% full cost)</u>	<u>\$460,890</u>
<u>Hillsborough County Mobility Fee - \$7,169 per sq ft (70% full cost)</u>	<u>\$537,705</u>
<u>Hillsborough County Mobility Fee - \$8,194 per sq ft (80% full cost)</u>	<u>\$614,520</u>
<u>Hillsborough County Mobility Fee - \$9,218 per sq ft (90% full cost)</u>	<u>\$691,335</u>
<u>Hillsborough County Mobility Fee - \$10,242 per 1,000 sq ft (100% full cost)</u>	<u>\$768,150</u>

Sample Calculation for New High Turnover Restaurant Development

<u>Proposal: 5,000 s.f. high turnover restaurant (ITE 932)</u>	
<u>Net new external daily vehicle trips (43% retail pass-by reduction)</u>	<u>362</u>
<u>Net new external daily person trips (using 1.10 auto occupancy factor)</u>	<u>398</u>
<u>Temple Terrace Mobility Fee - \$10,500 per 1,000 sq ft (100% full cost)</u>	<u>\$78,939</u>

<u>Hillsborough County Mobility Fee - \$4,097 per 1,000 sq ft (40% full cost)</u>	<u>\$63,762</u>
<u>Hillsborough County Mobility Fee - \$5,121 per sq ft (50% full cost)</u>	<u>\$79,703</u>
<u>Hillsborough County Mobility Fee - \$6,145 per sq ft (60% full cost)</u>	<u>\$95,643</u>
<u>Hillsborough County Mobility Fee - \$7,169 per sq ft (70% full cost)</u>	<u>\$111,584</u>
<u>Hillsborough County Mobility Fee - \$8,194 per sq ft (80% full cost)</u>	<u>\$127,524</u>
<u>Hillsborough County Mobility Fee - \$9,218 per sq ft (90% full cost)</u>	<u>\$143,465</u>
<u>Hillsborough County Mobility Fee - \$10,242 per 1,000 sq ft (100% full cost)</u>	<u>\$159,405</u>

Sample Calculation for New Mixed-Use Development

<u>Proposal: 250 apartments (ITE 220), 150 room hotel (ITE 310), 50,000 s.f. retail (ITE 820)</u>	
<u>Net new external daily vehicle trips (10% internal capture & 34% retail pass-by reduction)</u>	<u>5,023</u>
<u>Net new external daily person trips (using 1.10 auto occupancy factor)</u>	<u>5,525</u>
<u>Temple Terrace Mobility Fee - \$1,619 mixed use cost per unit/hotel room/1,000 sq ft retail (100% full cost) ***</u>	<u>\$1,095,330</u>

<u>Hillsborough County Mobility Fee - \$1,651 mixed use cost per unit/hotel room/1,000 sq ft retail (40% full cost) ***</u>	<u>\$743,058</u>
<u>Hillsborough County Mobility Fee - \$2,064 mixed use cost per unit/hotel room/1,000 sq ft retail (50% full cost) ***</u>	<u>\$928,823</u>
<u>Hillsborough County Mobility Fee - \$2,477 mixed use cost per unit/hotel room/1,000 sq ft retail (60% full cost) ***</u>	<u>\$1,114,587</u>
<u>Hillsborough County Mobility Fee - \$2,890 mixed use cost per unit/hotel room/1,000 sq ft retail (70% full cost) ***</u>	<u>\$1,300,352</u>
<u>Hillsborough County Mobility Fee - \$3,302 mixed use cost per unit/hotel room/1,000 sq ft retail (80% full cost) ***</u>	<u>\$1,486,116</u>
<u>Hillsborough County Mobility Fee - \$3,715 mixed use cost per unit/hotel room/1,000 sq ft retail (90% full cost) ***</u>	<u>\$1,671,881</u>
<u>Hillsborough County Mobility Fee - \$4,128 mixed use cost per unit/hotel room/1,000 sq ft retail (100% full cost) ***</u>	<u>\$1,857,645</u>

NOTES:

* Estimated using a 2016 update of the 2015 adopted Tampa Bay Regional Planning Model. 2015 trips estimated based on the assumption of constant growth on average from 2010 to 2030.

** Mobility Fee estimates may vary due to rounding.

*** Mixed use mobility fee estimate was based on the total number of trips for all uses and the actual fee may vary due to assumptions made in the calculations for each project.

Projects within the Mobility Fee Exemption Area (MFEA) [f/k/a Transportation Concurrency Exception Area (TCEA)], which consists of the Downtown Overlay District and Downtown Community Redevelopment Plan Overlay, are exempt from paying the mobility fee as an economic development incentive in these areas.

Attachment C: Staff Report

**City of Temple Terrace:
FY26–FY30 Capital Improvement Section (CIS) Schedule of
Projects Update Staff Report**

I. Introduction

The purpose of this report is to review the City of Temple Terrace's Capital Improvement Section (CIS) Schedule of Projects to meet the stipulations of Chapter 163, Florida Statutes. The City of Temple Terrace's Finance Department prepared the proposed FY26–FY30 CIS, identifying projects for five years beginning October 1, 2025, and continuing through September 30, 2030. Planning Commission and City staff then identified projects within the CIP addressing Levels of Service (LOS), which are included in the CIS Schedule update. The report reflects the draft data received as of August 22, 2025.

II. Review Requirements

Chapter 163, Florida Statutes, requires the CIS Schedule to be updated annually in the Comprehensive Plan. This CIS Schedule includes publicly or privately funded projects that help a local government achieve or maintain LOS for the five-year period and provides information on funding, timing, and priorities. Five-year capital plans of other agencies may be incorporated by reference rather than listed individually. These annual updates to the CIS may be processed through a local ordinance amending the Comprehensive Plan rather than the traditional Comprehensive Plan amendment process.

III. CIS Schedule Summary

Planning Commission staff identified those projects affecting LOS in the Comprehensive Plan. These projects comprise the CIS Schedule update, which is included at the conclusion of this staff report and pending City Council approval, will be adopted by the City of Temple Terrace ordinance into the Comprehensive Plan CIS in the fall of 2025. Table 1 summarizes the 86 projects identified as addressing LOS by the adopted LOS Program Area.

Table 1: CIS Schedule of Projects		
LOS Area	Number of Projects	Total Cost
Sanitation	9	\$3,300,000
Parks and Recreation	1	\$400,000
Stormwater	12	\$5,200,000
Transportation	18	\$12,145,000
Wastewater	29	\$11,910,000
Water	17	\$6,120,940
Total	86	\$39,075,940

The City determined how a CIS Schedule project addresses LOS. Categories include those addressing growth, repair/replacement to maintain LOS, or addressing a deficiency.

The City also included a list of long-range transportation projects planned for the ten-year time horizon to be incorporated into the Comprehensive Plan as part of the Schedule of Projects. Projects within the first five years are also included in the primary CIS Schedule document and the Planning Commission's staff analysis of those items. The projected spending allocated for the FY31-FY35 time horizon was not included in the staff's analysis, as these future projects are beyond the five-year time horizon of the CIP. HART and federally funded projects were also excluded from the analysis.

IV. Comprehensive Plan Goals, Objectives and Policies

The *Temple Terrace Comprehensive Plan* provides guidance as follows:

Capital Improvements Section

CAP Objective 1.1: To establish and employ an annual process of updating the Capital Improvements Section in order to guide construction of public facilities that eliminate existing deficiencies, repair or replace obsolete or worn-out facilities and accommodate future growth while maintaining adopted Levels of Service standards.

CAP Policy 1.1.6: Develop a 5-year Capital Improvements Program (CIP) as part of the City's annual budget adoption process.

CAP Policy 1.1.8: Adhere to the following ordered priorities for the inclusion and timing of capital improvement projects within the CIP, and thus for timing within the Capital Improvements Section:

- h) Projects that repair, remodel, renovate or replace obsolete or worn-out facilities that contribute to maintaining the City's adopted LOS standards,
- i) Projects that repair, remodel, renovate or replace obsolete or worn-out facilities that contribute to maintaining the City's other public infrastructure,
- j) Projects that reduce or eliminate LOS deficiencies for existing demand,
- k) Projects that provide the adopted LOS for new growth during the next five or fifteen fiscal years, as updated by the annual review of the Capital Improvements Section,
- l) Projects that significantly reduce the operating cost of providing a service or facility,
- m) Projects that provide new capacity for general government functions, and
- n) Projects that exceed adopted LOS standards by either providing excess public facility capacity that may be needed by future growth, or providing higher quality public facilities than those contemplated in the City's normal design criteria.

CAP Policy 1.1.9: Designate each capital improvements project in the CIP, the MMTD and the Capital Improvements Section as to whether the project represents repair and maintenance of existing capacity, new capacity to correct a deficiency or new capacity to satisfy new growth, and indicate within the CIP and the MMTD whether the project constitutes a Capital Improvements Section project.

CAP Objective 1.5: To verify priorities of the comprehensive plan by clearly demonstrating the ability to provide, or require provision, of all projects identified in the Schedule of Capital Improvement Projects.

CAP Policy 1.5.1: Provide, or arrange for others to provide, the public facilities listed in the appendices of the Schedule of Capital Improvements.

CAP Policy 1.5.5: Because potable water, waste water, solid waste, stormwater management and schools have dedicated revenue sources, the City should avoid using its general fund revenues and general obligation bonds to finance capital infrastructure projects for them.

CAP Policy 1.5.10: Ensure that all projects in the first three years of the City's CIP and Capital Improvements Section are funded with committed revenue sources. These may include ad valorem taxes, approved bonds, state and federal funds, impact fees, gas taxes, user charges, enforceable developer agreements and other tax revenues.

CAP Policy 1.5.11: Document committed and planned funding sources for years four and beyond of the City's Capital Improvements Program and Capital Improvements Section. Planned sources may include proposed bonds, grants (not yet secured), or other potential sources that require a referendum or are not yet secured.

CAP Policy 1.5.13: The Hillsborough County Metropolitan Planning Organization's (MPO) Transportation Improvement Program (TIP), Hillsborough Area Regional Transit's (HART's) Transit Development Plan (TDP) and Hillsborough County Public Schools Facilities Work Program are incorporated by reference into the Capital Improvements Section of the Comprehensive Plan.

Environmental Section

ENV Objective 3.1: Engage in and promote practices that result in energy conservation and efficiency.

ENV Policy 3.1.3: Study the potential for incorporating alternative energy sources at City-owned facilities and will continue to pursue energy-saving options for exterior lighting of City buildings and facilities.

Recreation and Open Space Section

RO Goal 1: Provide adequate and appropriately located recreational facilities and open spaces to all residents concurrent with demand to preserve and enhance the "vision" and character of Temple Terrace.

RO Objective 1.1: Continue to acquire and maintain parkland and open space to meet or exceed the adopted level of service standard of the Comprehensive Plan.

RO Policy 1.2.1: Maintain current inventory of public recreational lands.

RO Goal 3: Provide and maintain diverse parks, recreation facilities, and activities of high quality for all residents.

RO Objective 3.1: Optimize the usefulness of all existing and future recreation sites and facilities to assure efficient and effective service delivery to the greatest extent possible while also ensuring equitable and geographical distribution of recreation facilities and services to meet all residents' needs.

RO Objective 3.2: Continue to strive to provide accessible existing and future recreation sites through park renovations, when feasible, and adequate planning for new sites.

RO Policy 3.2.4: Consider including bicycle lanes on all roads in future roadway plans.

Mobility Section

MBY Goal 1: Provide a safe, efficient, environmentally sensitive, and integrated multimodal transportation system for the movement of people and goods in the City of Temple Terrace.

MBY Policy 1.3.4: Consider the use of traffic calming methods such as speed restrictions, traffic control devices, cul-de-sacs (restricting vehicular, but allowing bicycle and pedestrian movements), speed humps, or any combination so designed to provide a safe transportation network in residential neighborhoods.

MBY Objective 1.6: Proactively monitor the maintenance needs of transportation infrastructure to ensure safe operating conditions and to avoid costly reconstruction or replacement.

MBY Policy 1.6.1: Maintain existing transportation infrastructure under City jurisdiction to ensure safe operating conditions and to avoid costly reconstruction or replacement.

MBY Objective 2.1: Where feasible, integrate Complete Streets infrastructure and design features into street design and construction to create safe and inviting environments for all users to walk, bicycle, and use public transportation.

MBY Policy 2.1.1: In planning, designing, and constructing Complete Streets:

- Include infrastructure that promotes a safe means of travel for all users along the right of way, such as sidewalks, shared use paths, bicycle lanes, and paved shoulders.
- Include infrastructure that facilitates safe crossing of the right of way, such as accessible curb ramps, crosswalks, refuge islands, and pedestrian signals; such infrastructure must meet the needs of people with different types of disabilities and people of different ages.
- Ensure that sidewalks, crosswalks, public transportation stops and facilities, and other aspects of the transportation right of way are compliant with the Americans with Disabilities Act and meet the needs of people with different types of disabilities, including mobility impairments, vision impairments, hearing impairments, and others.
- Consider street design features and techniques, such as traffic calming circles, additional traffic calming mechanisms, narrow vehicle lanes, raised medians, dedicated transit lanes, transit priority signalization, transit bulb outs, road diets, high street connectivity, and physical buffers and separations between vehicular traffic and other users to promote safe and comfortable travel by pedestrians, bicyclists, and public transportation riders.
- Ensure use of additional features that improve the comfort and safety of users:
 - Provide pedestrian-oriented signs, pedestrian-scale lighting, benches and other street furniture, bicycle parking facilities, and comfortable and attractive public transportation stops and facilities.

- Encourage street trees, landscaping, and planting strips, including native plants where possible, in order to buffer traffic noise and protect and shade pedestrians and bicyclists.

Potable Water and Waste Water Section

PW/WW Objective 1.1: To achieve and maintain potable water and waste water facilities that meets or exceeds adopted levels of service for current development and for future development.

PW/WW Policy 1.1.6: Prepare an annual Capital Improvements Program to address all existing deficiencies and future needs of potable water and wastewater systems on a comprehensive basis.

PW/WW Objective 1.2: Manage growth so as to utilize existing potable water and waste water facilities efficiently.

PW/WW Policy 1.2.1: Require all new development and substantial redevelopment to be served by the City's centralized potable water distribution and wastewater collection systems.

Solid Waste Section

SW Objective 1.1: To achieve and maintain a solid waste collection system that meets or exceeds adopted levels of service for current development and for future development.

SW Policy 1.1.2: Prepare an annual Level of Service report to assess the extent of current and projected capacities and/or deficiencies within the solid waste collection system.

Stormwater Management Section

SM Objective 1.1: To achieve and maintain a drainage and stormwater treatment system that meets or exceeds adopted levels of service for current development and for future development.

SM Policy 1.1.2: Prioritize infrastructure programming based on existing facility deficiencies first, replacement and retrofitting of facilities second, and future facility needs third.

SM Policy 1.1.6: Continue inspection, maintenance, renovation, and replacement programs which will ensure the continued optimal operation of all existing stormwater facilities.

SM Policy 1.1.7: Continue to remove sediments from retention/detention ponds, and remove silt and vegetation from ditches and storm sewers to ensure the design capacity of existing facilities is maintained.

V. Staff Analysis

Planning Commission staff analyzed the CIS Schedule of Projects for consistency with the Comprehensive Plan. This analysis was threefold:

1. Examined the consistency of the LOS projects with CIS Schedule priorities as outlined in the CIS;

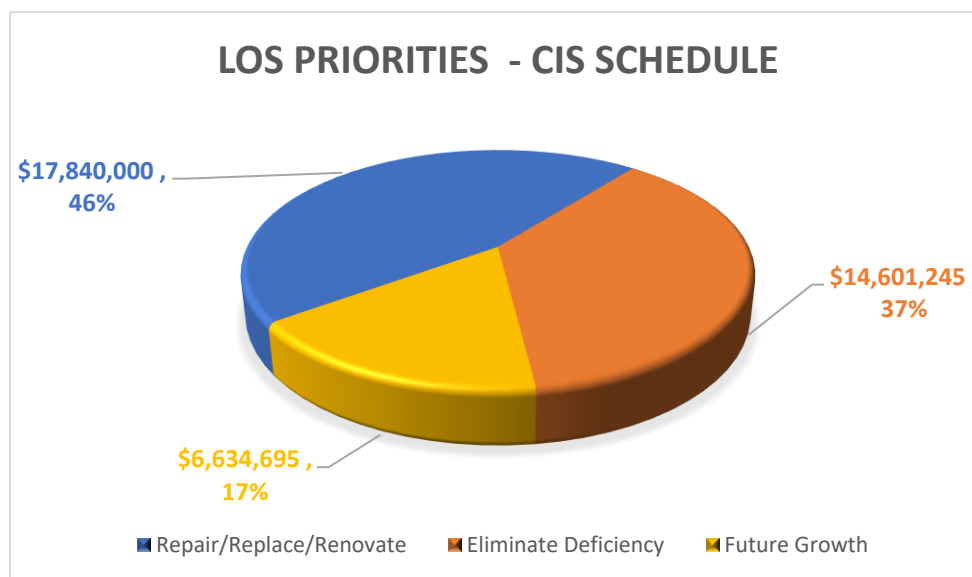
2. Reviewed funding sources and project timing for consistency with CIS Schedule policy guidance; and
3. Evaluated the overall CIS Schedule for consistency with the Comprehensive Plan Sections affecting public facilities and infrastructure (Potable Water, Wastewater, Recreation and Open Space, Solid Waste, Stormwater, and Mobility).

A. Consistency with CIS Schedule Priorities in the CIS

The following table and chart on the next page identify how the CIS Schedule projects address LOS through a breakdown of funding for projects that are:

1. Intended to replace, repair, remodel, or renovate obsolete or worn-out facilities that contribute to maintaining the City's adopted LOS standards;
2. Intended to reduce or eliminate LOS deficiencies for existing demand; or
3. Intended to provide the adopted LOS for future growth

Table 2: LOS Priorities - CIS Schedule		
Type	Number of Projects	Total Cost
Repair/Replace/Renovate	44	\$17,840,000
Eliminate Deficiency	19	\$14,601,245
Growth/Deficiency	0	\$0
Future Growth	23	\$6,634,695
Growth/Repair/Replace/Renovate	0	\$0
Total	86	\$39,075,940



Approximately 46% of the CIS Schedule funding is allocated to the repair/replacement/renovation of projects that contribute to maintaining the City's LOS standards. Per CAP Policy 1.1.9, this is

the top priority for CIS Schedule projects. The following two priorities, projects eliminating deficiencies or providing the adopted LOS for future growth, are also represented in the CIS Schedule. Therefore, the CIS Schedule is consistent with the project priorities outlined in the Capital Improvements Section.

B. Consistency with Funding Source Criteria

CAP Policy 1.5.5 states that as potable water, sewer, solid waste, stormwater management, and schools have dedicated funding sources, the City should avoid using its general fund revenues for these capital improvement projects. Planning Commission staff examined the projects funded by general revenues, and none of these program categories are included.

CAP Policies 1.5.10 and CAP 1.5.11 speak to the funding sources and timing of the project. Projects within the first three years must be funded with committed revenue sources (taxes, impact fees, user charges, etc.), while those projects for years four and beyond may include unsecured funding sources. Planning Commission staff reviewed the sources and timing of funding for CIP projects. It confirmed that the projects meet this policy direction in the Comprehensive Plan.

Based on this review, Planning Commission staff determined that the FY26-FY30 CIS Schedule is consistent with the funding source criteria in the Comprehensive Plan.

C. Consistency with Comprehensive Plan Sections Affecting Public Facilities and Infrastructure

The final step in examining the CIS consistency with the Comprehensive Plan was to examine the individual CIS Schedule of Projects and their consistency with the Goals, Objectives, and Policies of the various Comprehensive Plan Sections affecting public facilities (Potable Water and Wastewater, Solid Waste, Recreation, and Open Space, Stormwater and Mobility).

Overall, the CIS Schedule of Projects were consistent with the Comprehensive Plan direction, and many projects specifically furthered individual Objectives and Policies. Table 3 is a selection of several representative projects:

Table 3: Representative Projects Furthering Comprehensive Plan Objectives and Policies	
Project	Objectives/Policies
Water and Force Main Construction Projects	Potable Water and Waste Water Policy 1.2.1
Stormwater Retention Pond Rehabilitation	Stormwater Policy 1.1.7
Sidewalks Projects	Mobility Policy 2.1.1
Recreation and Park Construction Project	Recreation and Open Space Objective 1.1
Sanitation Vehicles	Solid Waste Objective 1.1

VII. Conclusion

Staff completed its review of all relevant material, including the applicable Comprehensive Plan Goals, Objectives, and Policies, and concludes that the City of Temple Terrace's proposed FY26-FY30 CIS Schedule of Projects Update is **CONSISTENT** with the *Temple Terrace Comprehensive Plan* and is coordinated with the plans of the adjacent jurisdictions.

City of Temple Terrace:
Five-Year Capital Improvement Schedule of
Projects for FY 2025-26 Through FY 2029-30
&
10-Year Long-Term Improvements for The
Multi-Modal Transportation District for FY 2025-26 Through
FY 2034-2035 Into the Schedule of Projects

CITY OF TEMPLE TERRACE
FIVE-YEAR CAPITAL IMPROVEMENT SECTION (CIS) SCHEDULE OF PROJECTS
FY 2026 THROUGH FY 2030

Sanitation

Division/Description	Account #	CIE	Cost of Five-Year Program	NEW BUDGET FY 25-26 REQUEST	NEW BUDGET FY 26-27	NEW BUDGET FY 27-28	NEW BUDGET FY 28-29	NEW BUDGET FY 29-30
Commercial Front Load Truck 19	480-2031-534.64-12	R	\$400,000	\$0	\$400,000	\$0	\$0	\$0
Commercial Front Load Truck 17	480-2031-534.64-12	R	\$450,000	\$0	\$0	\$0	\$450,000	\$0
Commercial Delivery Truck 16	480-2031-534.64-12	R	\$200,000	\$0	\$0	\$200,000	\$0	\$0
Commercial Roll Off Truck 11	480-2031-534.64-12	R	\$325,000	\$0	\$0	\$325,000	\$0	\$0
Commercial Roll Off Truck 24	480-2031-534.64-12	R	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Residential Rearload Sanitation Truck 9	480-2041-534.64-12	R	\$300,000	\$300,000	\$0	\$0	\$0	\$0
Residential Rearload Sanitation Truck 15	480-2041-534.64-12	R	\$700,000	\$300,000	\$0	\$0	\$400,000	\$0
Bulk Garbage Truck 12	480-2041-534.64-12	R	\$275,000	\$0	\$275,000	\$0	\$0	\$0
Bulk Garbage Truck 10	480-2041-534.64-12	R	\$300,000	\$0	\$0	\$300,000	\$0	\$0
SANITATION			\$3,300,000	\$600,000	\$675,000	\$825,000	\$850,000	\$350,000

Parks and Rec

Riverhills Park Construction	170-1896-572.63-27	R	\$ 400,000	\$ 400,000	\$0	\$0	\$0	\$0
PARKS & RECREATION TOTAL			\$400,000	\$400,000	\$0	\$0	\$0	\$0

Transportation

Sidewalks, Ramps, Curbs Rehab	130-1723-541.63-13	D	\$40,000	\$40,000	\$0	\$0	\$0	\$0
Sidewalks, Ramps, Curbs - Construction	130-1723-541.63-13	D	\$270,000	\$270,000	\$0	\$0	\$0	\$0
S Burlingame Ave Sidewalk Rehab	130-1723-541.63-13	D	\$50,000	\$50,000	\$0	\$0	\$0	\$0
Sidewalk Grinder	130-1723-541.64-99	G	\$60,000	\$60,000	\$0	\$0	\$0	\$0
Street Resurfacing Projects-Non Surtax	130-1724-541.63-11	D	\$1,500,000	\$1,500,000	\$0	\$0	\$0	\$0
Street Resurfacing Projects-Surtax	130-1724-541.63-11	D	\$7,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Street Signage Upgrades and Replacement	130-1724-541.63-11	R	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Pavement Markings	130-1724-541.63-11	D	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Ridgedale Road Complete Street Design	130-1724-541.63-11	G	\$150,000		\$0	\$0	\$150,000	\$0
Ridgedale Road Complete Street Construction	130-1724-541.63-11	G	\$500,000		\$0	\$0	\$0	\$500,000
Sunnyside Road Complete Street Construction	130-1724-541.63-11	G	\$1,000,000	\$500,000	\$500,000	\$0	\$0	\$0
Miscellaneous Bicycle Projects (use carry-over)	130-1724-541.63-14	G	\$0	\$0	\$0	\$0	\$0	\$0
Sidewalks, Ramps, Curbs - Construction	145-1723-541.63-13	D	\$50,000	\$50,000	\$0	\$0	\$0	\$0
Fern Cliff Ave Sidewalk Phase 2	145-1723-541.63-13	G	\$125,000	\$125,000	\$0	\$0	\$0	\$0
Scout Park Sidewalk Extension - Construction	145-1723-541.63-13	D	\$50,000		\$0	\$50,000	\$0	\$0
West River Dr and Vanderbaker Rd - Design	145-1723-541.63-13	G	\$200,000		\$0	\$0	\$0	\$200,000
Woodstork Rd Sidewalk Extension - Design	145-1723-541.63-13	G	\$100,000		\$0	\$100,000	\$0	\$0

Woodstork Rd Sidewalk Extension - Construction	145-1723-541.63-13	G	\$500,000		\$0	\$0	\$500,000	\$0
	Total		\$12,145,000	\$4,145,000	\$2,000,000	\$1,650,000	\$2,150,000	\$2,200,000

Stormwater

Submersible Pump Replacements (carry-over 25k until fundin	130-1721-541.63-17	R	\$0		\$0	\$0	\$0	\$0
Stormwater Retention Pond Rehab	130-1721-541.63-17	D	\$750,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Stormwater Pipe Lining	130-1721-541.63-17	D	\$200,000	\$200,000	\$0	\$0	\$0	\$0
Telecom Complex Ditch Maintenance	130-1721-541.63-17	D	\$100,000		\$0	\$100,000	\$0	\$0
Gascon Pl Pipe Replacement	130-1721-541.63-17	R	\$200,000		\$0	\$0	\$200,000	\$0
Pleasant Terrace Storwmwater - Design	130-1721-541.63-17	D	\$450,000		\$0	\$150,000	\$150,000	\$150,000
Pleasant Terrace Storwmwater - Construction	130-1721-541.63-17	D	\$2,000,000		\$0	\$0	\$1,000,000	\$1,000,000
Brentwood Dr and S Riverhills Dr - Construction	130-1721-541.63-17	D	\$750,000	\$750,000	\$0	\$0	\$0	\$0
CDS Unit at River Hills Pond - Design	130-1721-541.63-17	G	\$50,000		\$0	\$50,000	\$0	\$0
CDS Unit at River Hills Pond - Construction	130-1721-541.63-17	G	\$500,000		\$0	\$0	\$500,000	\$0
CDS Glen Arven - Screen Repair	130-1721-541.63-17	D	\$50,000		\$50,000	\$0	\$0	\$0
Flooding Bypass Pump	130-1721-541.64-99	G	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Total			\$5,200,000	\$1,250,000	\$200,000	\$450,000	\$2,000,000	\$1,300,000

Sewer

Lift Station Monitoring SCADA (5)	410-1931-535.64-99	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Generator Trailer	410-1931-535.64-99	R	\$15,000	\$15,000	\$0	\$0	\$0	\$0
Submersible Lift Station Pump	430-1931-535.63-33	R	\$375,000		\$85,000	\$90,000	\$100,000	\$100,000
Sewer Main Rehabilitation (Lining)	430-1931-535.63-34	R	\$800,000		\$200,000	\$200,000	\$200,000	\$200,000
Sewer Manhole Rehabilitation	430-1931-535.63-34	R	\$300,000		\$75,000	\$75,000	\$75,000	\$75,000
Lift Station A Force Main - Construction	430-1931-535.63-34	R	\$900,000		\$0	\$0	\$0	\$900,000
Terrace Oaks 4" Force Main Replacement Design/Permitting	430-1931-535.63-34	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Terrace Oaks 4" Force Main Replacement Construction	430-1931-535.63-34	R	\$500,000		\$0	\$500,000	\$0	\$0
Queensway and Fowler Gravity Main Crossing Construction	430-1931-535.63-34	R	\$400,000	\$400,000	\$0	\$0	\$0	\$0
Lift Station SB Construction	430-3899-535.63-33	R	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0
Lift Station D Design	430-3899-535.63-33	R	\$100,000		\$0	\$100,000	\$0	\$0
Lift Station D Construction	430-3899-535.63-33	R	\$700,000		\$0	\$0	\$700,000	\$0
Lift Station Hidden Oaks Design/Permitting	430-3899-535.63-33	R	\$50,000		\$0	\$0	\$50,000	\$0
Lift Station Hidden Oaks Construction	430-3899-535.63-33	R	\$800,000		\$0	\$0	\$0	\$800,000
Lift Station Tupelo South Design/Permitting	430-3899-535.63-33	R	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Lift Station Tupelo South Construction	430-3899-535.63-33	R	\$500,000		\$500,000	\$0	\$0	\$0
Lift Station Orange River Design/Permitting	430-3899-535.63-33	R	\$50,000		\$0	\$0	\$50,000	\$0
Lift Station Orange River Construction	430-3899-535.63-33	R	\$400,000		\$0	\$0	\$0	\$400,000
Lift Station Primrose Construction	430-3899-535.63-33	R	\$285,000		\$0	\$285,000	\$0	\$0
Lift Station North Riverhills Design/Permitting	430-3899-535.63-33	R	\$0		\$0	\$0	\$0	\$0
Lift Station North Riverhills Construction	430-3899-535.63-33	R	\$305,000		\$0	\$305,000	\$0	\$0
Lift Station Sequoia Design/Permitting	430-3899-535.63-33	R	\$0		\$0	\$0	\$0	\$0
Lift Station Sequoia Construction	430-3899-535.63-33	R	\$250,000		\$0	\$0	\$250,000	\$0

Lift Station Pyramid Design and Construction	430-3899-535.63-33	R	\$150,000	\$150,000	\$0	\$0	\$0	\$0
Lift Station Gail Design/Permitting	430-3899-535.63-33	R	\$60,000		\$0	\$0	\$60,000	\$0
Lift Station Cypress Design/Permitting	430-3899-535.63-33	R	\$60,000		\$0	\$0	\$60,000	\$0
Pump Truck	450-1931-535.64-12	G	\$260,000	\$260,000	\$0	\$0	\$0	\$0
Davis Road Force Main Phases - Design	450-1931-535.63.33	G	\$300,000	\$150,000	\$150,000	\$0	\$0	\$0
Davis Road Force Main Phases - Construction	450-1931-535.63.33	G	\$2,000,000	\$0	\$1,000,000	\$1,000,000	\$0	\$0
SEWER TOTAL			\$11,910,000	\$3,325,000	\$2,010,000	\$2,555,000	\$1,545,000	\$2,475,000

Water

Easy Link Meter Reading Box	410-1250-536.64-23	G	\$15,000	\$15,000	\$0	\$0	\$0	\$0
Water Treatment Facility Building Improvements	410-1921-533.62-41	D	\$100,000		\$25,000	\$25,000	\$25,000	\$25,000
Perimeter Wall - Design	410-1921-533.62-41	D	\$100,000		\$100,000	\$0	\$0	\$0
Perimeter Wall - Construction	410-1921-533.62-41	D	\$350,000		\$0	\$350,000	\$0	\$0
Scada Conversion	410-1921-533.63-31	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
Reactor Valves Conversion	410-1921-533.63-31	R	\$165,000	\$165,000	\$0	\$0	\$0	\$0
Chlorine Conversion Gas/Sodium Hypochlorite	410-1922-533.63-32	D	\$266,245	\$266,245	\$0	\$0	\$0	\$0
Bannockburn/Downs Ave Water Main Construction	410-1922-533.63-32	R	\$4,000,000		\$0	\$2,000,000	\$0	\$2,000,000
Liberty Ave/E 112th Ave Water Main - Design	410-1922-533.63-32	R	\$200,000		\$0	\$0	\$200,000	\$0
Portable Genset-Gnerator for Light Tower	410-1922-533.64-99	G	\$25,000	\$25,000	\$0	\$0	\$0	\$0
Valve Exerciser on Skid (Back of Ford F-550)	410-1922-533.64-99	G	\$89,695	\$89,695	\$0	\$0	\$0	\$0
Backhoe	410-1922-533.64-99	G	\$100,000	\$0	\$100,000	\$0	\$0	\$0
Generator for Well #11	410-1922-533.64-99	G	\$80,000	\$80,000				\$0
Ford F-550 Utility Truck	410-1922-533.64-12	R	\$100,000	\$100,000	\$0	\$0	\$0	\$0
iHydrant 5-Year Program	440-1922-533.63-32	G	\$80,000	\$40,000	\$40,000	\$0	\$0	\$0
N 55th St Watermain Construction	125-1922-533.63-32	G	\$300,000	\$300,000	\$0	\$0	\$0	\$0
N 55th St Watermain Design	125-1922-533.63-32	G	\$50,000	\$50,000	\$0	\$0	\$0	\$0
WATER TOTAL			\$6,120,940	\$1,230,940	\$265,000	\$2,375,000	\$225,000	\$2,025,000

CIS TOTAL	\$39,075,940	\$10,950,940	\$5,150,000	\$7,855,000	\$6,770,000	\$8,350,000
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**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2025-26 THROUGH FY 2029-30 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 - 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	2031-2035
Transit Network Projects (Temple Terrace Share of Capital Costs) [1]										
Future Unfunded Bus Shelters (Pads & Benches @ \$70,000 ea.) - Coordinate with HART	\$140,000		HART (not yet funded)							
Funded Bus Shelters - 56TH St @ 131st Ave	\$140,000		HART							
Street Improvements										
Pavement Management Plan/Structural Resurfacing Projects/Design	\$10,500,000		Gas tax	33-PMP	\$1,500,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000
Miscellaneous Pavement Marking	\$500,000		Gas tax	33-500 (311)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Signage Upgrades & Replacement	\$500,000		Gas tax		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Bertha Palmer Boulevard Intersection Improvement	\$750,000		Grants & other revenue							\$750,000
CDBG Improvements	\$2,300,000		Grants & other revenue		\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$1,150,000
	\$11,500,000		Gas tax		\$1,600,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	\$5,500,000
	\$3,050,000		Grants & other		\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$1,900,000
	\$14,550,000		Total		\$1,830,000	\$1,330,000	\$1,330,000	\$1,330,000	\$1,330,000	\$7,400,000
Sidewalks [5,6]										
Sidewalks, Ramps, Curbs	\$3,350,000		Gas tax	34-659 (303)	\$290,000	\$340,000	\$340,000	\$340,000	\$340,000	\$1,700,000
ADA Compliance / Transition Plan - Multiple locations (unspecified)	\$200,000		Gas tax	34-xxx (304)	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
S Burlingame Ave Sidewalk Improvements	\$50,000		Gas tax			\$50,000				
Fern Cliff Ave Sidewalk	\$125,000		Gas tax			\$125,000				
Riverside Park Pedestrian Bridge Improvements	\$100,000		Gas tax		\$100,000					
Rainbow Sidewalk Improvements	\$175,000		Gas tax							\$175,000
Scout Park Sidewalk Extension	\$50,000		Gas tax				\$50,000			
Telecom Dr Sidewalk Extension	\$50,000		Gas tax		\$50,000					
Temple Terrace Elementary School Sidewalk Improvements	\$125,000		Gas tax							\$125,000
West River Dr and Vanderbaker Rd Sidewalk Extension	\$950,000		Gas tax						\$200,000	\$750,000
Woodstork Rd Sidewalk Extension	\$600,000		Gas tax				\$100,000	\$500,000		
78th St Sidewalk Extension	\$750,000		Gas tax							\$750,000
	\$6,525,000		Gas tax		\$460,000	\$535,000	\$510,000	\$860,000	\$560,000	\$3,600,000
	\$0		Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$0
	\$6,525,000		Total		\$460,000	\$535,000	\$510,000	\$860,000	\$560,000	\$3,600,000
Traffic Signal Improvements										
Grovehill Rd./N. 56th St. - Signal improvements at intersection	\$750,000		Mobility Fee	30-103						\$750,000
	\$750,000		Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$750,000
	\$750,000		Total		\$0	\$0	\$0	\$0	\$0	\$750,000
Multi-Use Trails										
Tampa Bypass Canal Trail - Harney Rd to Fowler Ave [4]	\$1,000,000		Grants & other revenue							\$1,000,000
Telecom Parkway Multi-Use Path #1 (2-mile along TECO ROW; from Fletcher Ave to Fowler Ave) [5]	\$2,500,000		Grants & other revenue							\$2,500,000
Telecom Parkway Multi-Use Path #2 (0.5-miles along Hollow Stump Rd)	\$1,000,000		Grants & other revenue							\$1,000,000
Shared-use path to connect Temple Terrace to USF (TECO and RR r.o.w., South of Fowler Ave and North of 113th Ave) to Park & Ride Lot by City Hall [5]	\$1,500,000		Grants & other revenue							\$1,500,000

**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2025-26 THROUGH FY 2029-30 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 - 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	2031-2035
USF Trail along south side of E. Fletcher Ave., from N. 50th St. to south on Hollow Stump and then east along E. 127th Ave. to Morris Bridge Rd. [4]		\$1,500,000	Grants & other revenue							\$1,500,000
Morris Bridge Rd. Multi-Use Trail connection, E. Fletcher Ave. to E. Fowler Ave., for Tampa ByPass Canal and USF Trails		\$4,000,000	Grants & other revenue							\$4,000,000
Old Railway Multi-Use Path [5] (Bridge from Whiteway Ave over River to Temple Terrace Hwy)		\$5,000,000	Gas tax							\$5,000,000
		\$8,000,000	Grants & other revenue		\$0	\$0	\$0	\$0	\$0	\$8,000,000
		\$5,000,000	Gas tax		\$0	\$0	\$0	\$0	\$0	\$5,000,000
		\$0	Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$0
		\$13,000,000	Total		\$0	\$0	\$0	\$0	\$0	\$13,000,000
Bicycle Facilities [10]										
122nd Avenue from 56th St to City Limits		\$100,000	Mobility Fee							\$100,000
127th Avenue from 56th St to City Limits		\$100,000	Mobility Fee							\$100,000
Miscellaneous Bicycle Projects (signage, design, & construction)		\$470,000	Gas tax		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$250,000
		\$200,000	Mobility Fee		\$0	\$0	\$0	\$0	\$0	\$200,000
		\$470,000	Gas tax		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$250,000
		\$670,000	Total		\$35,000	\$40,000	\$45,000	\$50,000	\$50,000	\$450,000
Complete Streets										
Golf Cart Crossing at Fowler Ave		\$1,000,000	Grants & other revenue							\$1,000,000
Bullard Pkwy/Temple Terrace Hwy Complete Streets [4]		\$750,000	Mobility Fee							\$750,000
Grovehill Rd Complete Streets		\$600,000	Mobility Fee							\$600,000
Druid Hills Rd/Serena Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
Overlook Dr Complete Streets		\$300,000	Mobility Fee							\$300,000
Ridgedale Rd Complete Streets		\$1,650,000	Mobility Fee						\$150,000	\$1,500,000
N Riverhills Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
S Riverhills Dr Complete Streets		\$300,000	Mobility Fee							\$300,000
Temple Heights Rd Complete Streets		\$200,000	Mobility Fee							\$200,000
Whiteway Dr Complete Streets		\$700,000	Mobility Fee							\$700,000
Sunnyside Rd Complete Streets		\$1,150,000	Mobility Fee		\$ 150,000	\$ 500,000	\$500,000			
CRA Ped Plan Improvements		\$1,100,000	Grants & other revenue							\$1,100,000
		\$7,050,000	Mobility Fee		\$150,000	\$500,000	\$500,000	\$0	\$150,000	\$5,750,000
		\$2,100,000	Grants & other revenue		\$0	\$0	\$0	\$0	\$0	\$2,100,000
		\$9,150,000	Total		\$150,000	\$500,000	\$500,000	\$0	\$150,000	\$7,850,000
TOTAL COSTS BY FUND SOURCE		TOTALS			FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	2031-2035
Gas tax		\$23,495,000			\$2,095,000	\$1,675,000	\$1,655,000	\$2,010,000	\$1,710,000	\$14,350,000
Mobility Fee		\$8,000,000			\$150,000	\$500,000	\$500,000	\$0	\$150,000	\$6,700,000
Grants & other revenues		\$13,150,000			\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$12,000,000
GRAND TOTAL (ALL FUND SOURCES)		\$44,645,000			\$2,475,000	\$2,405,000	\$2,385,000	\$2,240,000	\$2,090,000	\$33,050,000
GRAND TOTAL (- Mobility Fee Projects)		\$36,645,000			\$2,325,000	\$1,905,000	\$1,885,000	\$2,240,000	\$1,940,000	\$26,350,000

NOTES:

**FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FY 2025-26 THROUGH FY 2029-30 AND 10 YEAR LONG-TERM IMPROVEMENTS
FOR THE MULTI-MODAL TRANSPORTATION DISTRICT FOR 2025 - 2034 INTO THE SCHEDULE OF PROJECTS**

PROJECTS	Yearly Cost	Total Cost	Fund	Project	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	2031-2035
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* Required to achieve and maintain multimodal Level of Service standards.
 [1] Transit improvements will be coordinated with HART.
 [2] Contingent on agreement with Hillsborough County.
 [3] Contingent on agreement with TECO.

Calculating a Mobility Fee Contribution (Temple Terrace Multi-Modal Transportation District)

Total Cost of Multimodal Long-Term Improvement Program	\$44,645,000
Vehicle Trips Generated in Temple Terrace TAZ's, 2025	225,208
Multimodal Cost Per Trip (Daily Trips)	\$198

Fair Share of Existing Development

Vehicle Trips Generated in Temple Terrace TAZ's, 2015*	206,483
Total Cost of Trips Generated By Existing Development	\$40,932,994
Total Cost of Trips Generated By New Development	\$3,712,006

Sample Temple Terrace Mobility Fees compared with New Hillsborough County Mobility Fees ****Sample Calculation for New Single Family Residential Development**

Proposal: 100 single family units (ITE 210)

Net new external daily vehicle trips	952
Net new external daily person trips (using 1.10 auto occupancy factor)	1,047
Temple Terrace Mobility Fee - \$1,381 per unit (100% full cost)	\$207,596

Hillsborough County Mobility Fee - \$2,577 per unit (40% full cost)	\$258,200
Hillsborough County Mobility Fee - \$3,221 per unit (50% full cost)	\$322,750
Hillsborough County Mobility Fee - \$3,865 per unit (60% full cost)	\$387,300
Hillsborough County Mobility Fee - \$4,509 per unit (70% full cost)	\$451,850
Hillsborough County Mobility Fee - \$5,154 per unit (80% full cost)	\$516,400
Hillsborough County Mobility Fee - \$5,798 per unit (90% full cost)	\$580,950
Hillsborough County Mobility Fee - \$6,422 per unit (100% full cost)	\$645,500

Sample Calculation for Multi-Family Residential Development

Proposal: 300 apartments (ITE 220)

Net new external daily vehicle trips	1,995
Net new external daily person trips (using 1.10 auto occupancy factor)	2,195
Temple Terrace Mobility Fee - \$964 per unit (100% full cost)	\$435,035

Hillsborough County Mobility Fee - \$1,669 per unit (40% full cost)	\$501,960
Hillsborough County Mobility Fee - \$2,087 per unit (50% full cost)	\$627,450
Hillsborough County Mobility Fee - \$2,504 per unit (60% full cost)	\$752,940
Hillsborough County Mobility Fee - \$2,921 per unit (70% full cost)	\$878,430
Hillsborough County Mobility Fee - \$3,338 per unit (80% full cost)	\$1,003,920
Hillsborough County Mobility Fee - \$3,756 per unit (90% full cost)	\$1,129,410
Hillsborough County Mobility Fee - \$4,183 per unit (100% full cost)	\$1,254,900

Sample Calculation for New Office Development

Proposal: 50,000 s.f. office building (ITE 710)

Net new external daily vehicle trips	552
Net new external daily person trips (using 1.10 auto occupancy factor)	607
Temple Terrace Mobility Fee - \$1,601 per 1,000 sq ft (100% full cost)	\$120,371

Hillsborough County Mobility Fee - \$3,633 per 1,000 sq ft (40% full cost)	\$181,660
Hillsborough County Mobility Fee - \$4,542 per sq ft (50% full cost)	\$227,075
Hillsborough County Mobility Fee - \$5,450 per sq ft (60% full cost)	\$272,490
Hillsborough County Mobility Fee - \$6,358 per sq ft (70% full cost)	\$317,905
Hillsborough County Mobility Fee - \$7,266 per sq ft (80% full cost)	\$363,320
Hillsborough County Mobility Fee - \$8,175 per sq ft (90% full cost)	\$408,735
Hillsborough County Mobility Fee - \$9,083 per 1,000 sq ft (100% full cost)	\$454,150

Calculating a Mobility Fee Contribution (Temple Terrace Multi-Modal Transportation District)

Total Cost of Multimodal Long-Term Improvement Program	\$44,645,000
Vehicle Trips Generated in Temple Terrace TAZ's, 2025	225,208
Multimodal Cost Per Trip (Daily Trips)	\$198

Fair Share of Existing Development

Vehicle Trips Generated in Temple Terrace TAZ's, 2015*	206,483
Total Cost of Trips Generated By Existing Development	\$40,932,994
Total Cost of Trips Generated By New Development	\$3,712,006

Sample Calculation for New Shopping Center Development

Proposal: 75,000 s.f. shopping center (ITE 820)

Net new external daily vehicle trips (34% retail pass-by reduction)	2,114
Net new external daily person trips (using 1.10 auto occupancy factor)	2,325
Temple Terrace Mobility Fee - \$4,088 per 1,000 sq ft (100% full cost)	\$460,985

Hillsborough County Mobility Fee - \$4,097 per 1,000 sq ft (40% full cost)	\$307,260
Hillsborough County Mobility Fee - \$5,121 per sq ft (50% full cost)	\$384,075
Hillsborough County Mobility Fee - \$6,145 per sq ft (60% full cost)	\$460,890
Hillsborough County Mobility Fee - \$7,169 per sq ft (70% full cost)	\$537,705
Hillsborough County Mobility Fee - \$8,194 per sq ft (80% full cost)	\$614,520
Hillsborough County Mobility Fee - \$9,218 per sq ft (90% full cost)	\$691,335
Hillsborough County Mobility Fee - \$10,242 per 1,000 sq ft (100% full cost)	\$768,150

Sample Calculation for New High Turnover Restaurant Development

Proposal: 5,000 s.f. high turnover restaurant (ITE 932)

Net new external daily vehicle trips (43% retail pass-by reduction)	362
Net new external daily person trips (using 1.10 auto occupancy factor)	398
Temple Terrace Mobility Fee - \$10,500 per 1,000 sq ft (100% full cost)	\$78,939

Hillsborough County Mobility Fee - \$4,097 per 1,000 sq ft (40% full cost)	\$63,762
Hillsborough County Mobility Fee - \$5,121 per sq ft (50% full cost)	\$79,703
Hillsborough County Mobility Fee - \$6,145 per sq ft (60% full cost)	\$95,643
Hillsborough County Mobility Fee - \$7,169 per sq ft (70% full cost)	\$111,584
Hillsborough County Mobility Fee - \$8,194 per sq ft (80% full cost)	\$127,524
Hillsborough County Mobility Fee - \$9,218 per sq ft (90% full cost)	\$143,465
Hillsborough County Mobility Fee - \$10,242 per 1,000 sq ft (100% full cost)	\$159,405

Sample Calculation for New Mixed-Use Development

Proposal: 250 apartments (ITE 220), 150 room hotel (ITE 310), 50,000 s.f. retail (ITE 820)

Net new external daily vehicle trips (10% internal capture & 34% retail pass-by reduction)	5,023
Net new external daily person trips (using 1.10 auto occupancy factor)	5,525
Temple Terrace Mobility Fee - \$1,619 mixed use cost per unit/hotel room/1,000 sq ft retail (100% full cost) ***	\$1,095,330

Hillsborough County Mobility Fee - \$1,651 mixed use cost per unit/hotel room/1,000 sq ft retail (40% full cost) ***	\$743,058
Hillsborough County Mobility Fee - \$2,064 mixed use cost per unit/hotel room/1,000 sq ft retail (50% full cost) ***	\$928,823
Hillsborough County Mobility Fee - \$2,477 mixed use cost per unit/hotel room/1,000 sq ft retail (60% full cost) ***	\$1,114,587
Hillsborough County Mobility Fee - \$2,890 mixed use cost per unit/hotel room/1,000 sq ft retail (70% full cost) ***	\$1,300,352
Hillsborough County Mobility Fee - \$3,302 mixed use cost per unit/hotel room/1,000 sq ft retail (80% full cost) ***	\$1,486,116
Hillsborough County Mobility Fee - \$3,715 mixed use cost per unit/hotel room/1,000 sq ft retail (90% full cost) ***	\$1,671,881
Hillsborough County Mobility Fee - \$4,128 mixed use cost per unit/hotel room/1,000 sq ft retail (100% full cost) ***	\$1,857,645

NOTES:

* Estimated using a 2016 update of the 2015 adopted Tampa Bay Regional Planning Model. 2015 trips estimated based on the assumption of constant growth on average from 2010 to 2030.

** Mobility Fee estimates may vary due to rounding

*** Mixed use mobility fee estimate was based on the total number of trips for all uses and the actual fee may vary due to assumptions made in the calculations for each project.

Projects within the Mobility Fee Exemption Area (MFEA) [f/k/a Transportation Concurrency Exception Area (TCEA)], which consists of the Downtown Overlay District and Downtown Community Redevelopment Plan Overlay, are exempt from paying the mobility fee as an economic development incentive in these areas.

Persons needing assistance reading or interpreting items in this document, free of charge, are encouraged to contact the ADA Coordinator at (813) 272-5940 or ADACoordinator@plancom.org. Plan Hillsborough (the Planning Commission, the Hillsborough TPO, and the Hillsborough River Board) cannot ensure accessibility for items produced by other agencies or organizations.

Se recomienda a las personas que necesiten ayuda para leer o interpretar este documento, sin costo alguno, que se pongan en contacto con Coordinador de ADA at (813) 272-5940, o ADACoordinator@plancom.org. Plan Hillsborough (la Comisión de Planificación, el TPO de Hillsborough y la Junta del Río Hillsborough) no puede asegurar la accesibilidad de los documentos publicados por otras agencias u organizaciones. Si sólo habla español, por favor llame a la línea de ayuda en español al (813) 272-5940 marque el número 1.

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Title of Ordinance: **AN ORDINANCE OF THE CITY OF TEMPLE TERRACE, FLORIDA, PROVIDING FOR THE ANNUAL MODIFICATION AND UPDATE TO THE CAPITAL IMPROVEMENTS SECTION OF THE 2040 COMPREHENSIVE PLAN FOR THE CITY OF TEMPLE TERRACE, PURSUANT TO CHAPTER 163, FLORIDA STATUTES, BY MODIFYING AND UPDATING THE FIVE-YEAR CAPITAL IMPROVEMENT SCHEDULE OF PROJECTS FOR FISCAL YEARS 2025-26 THROUGH 2029-30 AND INCORPORATING THE 10-YEAR LONG-TERM IMPROVEMENTS FOR THE MULTIMODAL TRANSPORTATION DISTRICT FOR 2026-2035 INTO THE SCHEDULE OF PROJECTS WHICH INCORPORATES BY REFERENCE, PER THE COMPREHENSIVE PLAN CAP POLICY 1.5.13, HILLSBOROUGH COUNTY METROPOLITAN PLANNING ORGANIZATION'S (MPO) TRANSPORTATION IMPROVEMENT PROGRAM (TIP), HILLSBOROUGH AREA REGIONAL TRANSIT'S TRANSIT DEVELOPMENT PLAN (HART'S TDP) AND HILLSBOROUGH COUNTY PUBLIC SCHOOLS FACILITIES WORK PROGRAM; PROVIDING FOR SEVERABILITY; PROVIDING FOR CORRECTION OF TYPOGRAPHICAL ERRORS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.**

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Temple Terrace is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City of Temple Terrace is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;

¹ See Section 166.041(4)(c), Florida Statutes.

- b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City of Temple Terrace hereby publishes the following information.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The Capital Improvements Section of the City's 2040 Comprehensive Plan requires annual modification and updates. This Ordinance serves to modify the Plan by striking the previous Capital Improvement Schedule and the previous 10-Year Multimodal Transportation Improvement Schedule, and updating both schedules respectively. The related improvement schedules include various projects that will enhance public safety and foster community welfare throughout Temple Terrace.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Temple Terrace, if any:

It is anticipated that this update will have no direct economic impact on private, for-profit businesses.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

This update poses no additional impact to local businesses.

4. Additional information the governing body deems useful (if any):

No additional information.

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Jack Shanks, Code Compliance Director

Item Type: Ordinance

Subject: First Reading of an Ordinance Creating Short-Term Rental Requirements

Presenter: Jack Shanks, Code Compliance Director

Recommendation:

Based on a growing number of short-term rental properties in residential neighborhoods within the City of Temple Terrace and F.S. 509.032 authorizing local governments to inspect public lodging places for compliance with the Florida Building Code and Florida Fire Prevention Code, it is recommended that City Council approve an ordinance providing requirements for the operation of short-term rentals in the City on first reading and schedule a public hearing and second reading for December 16, 2025.

Discussion:

This ordinance establishes a framework for managing short-term rentals within the City of Temple Terrace. The goal of the ordinance is to balance property rights, preserve neighborhood character, and ensure public safety. While current ordinances provide regulations for occupancy, parking, and noise in residential zones, there is not an efficient or effective way for the City to monitor these businesses since we do not have a means to identify which homes are short-term rentals. Further, the transient nature of short-term rental occupants creates a challenging situation in regard to compliance measures and determining accountability.

This ordinance provides:

- adherence to F.S.509.032;
- a Certificate of Use Program;
- required annual recertification;
- a bi-annual fire and safety inspection;
- occupancy requirements;
- occupant parking requirements;
- responsible party availability requirements;
- advertisement requirements;
- fair and consistent opportunities for short-term rental owners.

Resolution/Ordinance Information:

AN ORDINANCE OF THE CITY COUNCIL OF TEMPLE TERRACE, FL, CREATING DIVISION 3 OF ARTICLE IV, CHAPTER 8, OF THE TEMPLE TERRACE CODE OF ORDINANCES, ENTITLED "SHORT-TERM RENTALS;" PROVIDING DEFINITIONS; ESTABLISHING A CERTIFICATE OF USE PROGRAM FOR SHORT-TERM RENTAL PROPERTIES; PROVIDING FOR INSPECTIONS OF SHORT-TERM RENTAL PROPERTIES TO ENSURE CONSISTENCY WITH THE FLORIDA BUILDING CODE AND FLORIDA FIRE PREVENTION CODE; PROVIDING FOR SHORT-TERM RENTAL PROPERTY ADVERTISING REQUIREMENTS; PROVIDING PROVISIONS FOR THE REGULATION OF OCCUPANCY OF SHORT-TERM RENTAL PROPERTIES; PROVIDING PARKING REGULATIONS FOR SHORT-TERM RENTAL PROPERTIES; PROVIDING FOR PENALTIES FOR NONCOMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CHAPTER 8 OF THE CODE OF ORDINANCES WHICH GOVERNS BUILDINGS AND FIRE PREVENTION; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

Appropriation Code:**Requirements:**

Ordinance

Cost:**Attachments:**

1. Business Impact Statement
2. Ordinance re Short-Term Rentals

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

Short-term rentals. Chapter 8, Article IV, Division 3, Section 8-140

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Temple Terrace is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City of Temple Terrace is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City of Temple Terrace hereby publishes the following information:

¹ See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

This ordinance establishes a regulatory framework for short-term rentals within the City of Temple Terrace. It creates a Certificate of Use program, sets minimum life and safety standards consistent with Florida state law, and provides inspection, advertising, and enforcement requirements to ensure short-term rental operations are conducted safely, responsibly, and fairly.

The public purpose of this ordinance is to protect the public health, safety, and values of the citizens and visitors of Temple Terrace. By regulating short-term rentals, the City seeks to:

- Ensure the transient guests are provided safe lodging consistent with the Florida Building Code and Fire Prevention Code;
- Preserve the character, tranquility, and property values of established residential neighborhoods;
- Promote accountability among short-term rental property owners and operators;
- Maintain fair and equitable standards between traditional lodging establishments and residential short-term rentals; and
- Balance private property rights of Temple Terrace citizens (including short-term rental property owners) with the City's responsibility to safeguard the welfare of its residents and the integrity of its neighborhoods.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Temple Terrace, if any:

The establishment of an annual registration fee for short-term rentals (proposed \$200 per property per year) is expected to generate approximately \$30,000 annually based on an estimated average of 150 registered short-term rentals operating within the City. These funds will offset administrative, inspection, enforcement, and software costs associated with the program, thereby reducing the burden on the City's general fund.

The fee represents a minimal cost to property owners and for-profit operators when compared to the average annual rental income generated by short-term rentals. The ordinance is therefore anticipated to have a neutral to modestly positive economic impact on private and for-profit business by creating a more stable and predictable regulatory environment, improving neighborhood compatibility, and enhancing the overall reputation of Temple Terrace as a safe and well-managed community for residents, visitors, and business owners.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

When counting each individual short-term rental property as a business and with the variable/seasonal rental period, a current estimate of 150 can be expected.

4. Additional information the governing body deems useful (if any):

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF TEMPLE TERRACE, FL, CREATING DIVISION 3 OF ARTICLE IV, CHAPTER 8, OF THE TEMPLE TERRACE CODE OF ORDINANCES, ENTITLED “SHORT-TERM RENTALS;” PROVIDING DEFINITIONS; ESTABLISHING A CERTIFICATE OF USE PROGRAM FOR SHORT-TERM RENTAL PROPERTIES; PROVIDING FOR INSPECTIONS OF SHORT-TERM RENTAL PROPERTIES TO ENSURE CONSISTENCY WITH THE FLORIDA BUILDING CODE AND FLORIDA FIRE PREVENTION CODE; PROVIDING FOR SHORT-TERM RENTAL PROPERTY ADVERTISING REQUIREMENTS; PROVIDING PROVISIONS FOR THE REGULATION OF OCCUPANCY OF SHORT-TERM RENTAL PROPERTIES; PROVIDING PARKING REGULATIONS FOR SHORT-TERM RENTAL PROPERTIES; PROVIDING FOR PENALTIES FOR NONCOMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CHAPTER 8 OF THE CODE OF ORDINANCES WHICH GOVERNS BUILDINGS AND FIRE PREVENTION; PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the purpose of this Ordinance is to amend and update the provisions of Chapter 8 of the Temple Terrace Code, Buildings and Fire Prevention, adding a new Division 3 to Article IV of Chapter 8, entitled “Short-term Rentals”; and

WHEREAS, regulating the use of buildings as short-term rentals (also known as short-term vacation rentals and short-term rental properties) in a manner allowed by Florida Statutes is in the best interests of the citizens of Temple Terrace; and

WHEREAS, the most appropriate location for the provisions governing short-term rentals is in Chapter 8, Buildings and Fire Prevention; and

WHEREAS, prior to 2011, Florida’s cities and counties regulated short-term rentals, under the home rule authority granted to them by the Florida Constitution; and

WHEREAS, the 2011 Florida Legislature enacted House Bill 883 (Florida Chapter 2011-119, Laws of Florida) (hereafter “Chapter 2011-119”) which preempted the local regulation of short-term vacation rentals, (also known, identified, and defined herein as “short-term rentals”), said properties being defined as transient rentals less than thirty (30) days in duration and commonly located in residential areas; and

WHEREAS, the 2014 Florida Legislature enacted Senate Bill 356 (Florida Chapter 2014-71, Laws of Florida) (hereafter “Chapter 2014-71”) which rescinded the preemption of local government regulation of short-term rentals, but provided that a local law, ordinance, or regulation adopted after June 1, 2011, may not prohibit short-term rentals or regulate the duration or frequency of rental of short-term rentals; and

WHEREAS, Chapter 2014-71 returned control to local governments to mitigate the effects of short-term rentals for the purpose of making them safer, more compatible with their surrounding neighborhoods, and to make rental unit owners accountable for their proper operation; and

WHEREAS, as a result of Chapter 2014-71 short-term rentals cannot be broadly prohibited; and

WHEREAS, local governments apply design standards tailored to residential neighborhoods for their roads, driveways, sidewalks, emergency services, planning, public shelters, emergency evacuation plans, solid waste collection, utilities, buffers, and craft regulations for the purpose of assessing infrastructure impacts and corresponding fair and proportionate impact/connection fees; and

WHEREAS, short-term rental occupants, due to the transient nature of their occupancy, are unfamiliar with the local hurricane evacuation plans, the location of fire extinguishers, resident exit routes, pool and home safety features, and other similar safety measures that would readily be provided to guests in traditional lodging establishments; and

WHEREAS, short-term rental owners may live elsewhere and not experience or be aware of the quality of life problems and negative impacts associated with short-term rental units in residential neighborhoods; and

WHEREAS, short-term rentals with no application of mitigating standards when located in residential neighborhoods can create disproportionate negative impacts related to their size, excessive occupancy, excessive vehicular traffic and parking and the lack of proper facilities if left unregulated; and

WHEREAS, some short-term rental owners will make investments in upgrading building safety measures of their rental properties whereas other owners will not make such investments without local requirements and an ongoing inspection/enforcement program; and

WHEREAS, short-term rentals located within established neighborhoods can disturb the quiet enjoyment of the neighborhood, lower property values, and burden the design layout of a typical neighborhood; and

WHEREAS, the presence of short-term rentals with single-family dwelling units in established residential neighborhoods can create negative impacts, which include, but are not limited to excessive noise, on-street parking, accumulation of trash, and diminished public safety; and

WHEREAS, traditional lodging establishments (hotels, motels, and bed and breakfasts) are restricted to commercial and other non-residential areas where intensity of uses is separated from less busy and quieter residential areas; and

WHEREAS, traditional lodging establishments are governed by more stringent standards, undergo annual inspections, and have more stringent operations and business requirements; and

WHEREAS, traditional lodging establishments are often required to make roadway improvements and/or pay much higher transportation, water, sewer, and other impact fees to offset the infrastructure demands they create; and

WHEREAS, a single-family dwelling home is typically the largest investment a family will make in their lifetime and serves as the center of the family unit, and permanent residents within residential neighborhoods often establish long-term friendships, social norms, and a strong sense of community that fosters ongoing mutual respect among property owners; and

WHEREAS, permanent residents within established residential neighborhoods deserve the right to tranquility and peaceful enjoyment of their home without excessive intrusion by transient occupants in the neighborhood; and

WHEREAS, Temple Terrace promotes the protection of stable single-family neighborhoods, the preservation of the City's heritage, and a focus on the natural resources and quality of life for residents now and in future generations; and

WHEREAS, many municipalities and local jurisdictions in the State of Florida, and across the Nation have standards in place to minimize the negative impacts caused by short-term rentals; and

WHEREAS, current short-term rental industry practice is to charge a flat rental fee for the term of the lease, regardless of the transient occupant count, which incentivizes the common practice for lessees of oversized structures used as short-term rentals to increase the transient occupant count, spreading the cost burden for the rental term among as many payers as possible; and

WHEREAS, the City desires to encourage short-term rentals that are safe, fit in with the character of the neighborhood, provide positive impacts for residents, increase property values, and achieve greater neighborhood compatibility; and

WHEREAS, Temple Terrace seeks to balance respect for private property rights and incompatibility concerns between the investors in short-term rental properties and families residing in permanent single-family residences in established residential neighborhoods through the use of reasonable regulatory standards; and

WHEREAS, while Temple Terrace's average household size is 2.52 persons, the City is providing, based on the available sleeping spaces and common area in a given single-family

residence, for significantly greater temporary occupancy within a short-term rental, subject to reasonable regulatory framework; and

WHEREAS, the creation of a short-term rental ordinance protects and reduces risk for the short-term rental property owners by providing Florida Fire Prevention Code and Florida Building Code inspections to ensure the safety of the home, setting clear expectations of the property owner and the guests thereby reducing neighbor complaints, and creating equal operating rules for all short-term rental owners; and

WHEREAS, these regulations are deemed necessary by the City Council of Temple Terrace to preserve property values and to protect the health, safety, and general welfare of permanent residents, property owners, investors and transient occupants and visitors alike; and

WHEREAS, this ordinance is being promulgated by the City Council of Temple Terrace to supplement, but not replace, any existing federal or state law or regulation, or other controls within established residential neighborhoods served by a homeowners' association; and

WHEREAS, these regulations do not regulate duration or frequency of short-term rentals, but are intended to address the repercussions of the frequent change of many transient occupants housed within a single-family dwelling within an established residential neighborhood; and

WHEREAS, the application of minimum life/safety requirements to short-term rentals, along with other State imposed standards, ensures that transient occupants are provided the same minimum level of protection as is provided for single- and two-family residences; and

WHEREAS, sleeping rooms as so designated within short-term rental units shall be recognized in the same manner as bedrooms within single-family residential homes, with the same requirements as are currently provided within local, state, and federal regulations, as applicable; and

WHEREAS, short-term rentals operate as commercial enterprises, subject to additional regulatory requirements beyond those normally required of single-family and two-family residences, including business licensing by the State of Florida Department of Business and Professional Regulation's Division of Hotels and Restaurants, and collecting and remitting various sales taxes to state and local government; and

WHEREAS, a short-term rental property is a commercial lodging activity; and

WHEREAS, some short-term rental properties are being used exclusively as rentals by their investors and owners; and

WHEREAS, the establishment of minimum business practices, such as the provision of both lease-specific and property-specific information to lessees, and the designation of a local short-term rental responsible party, ensures that the private property rights of the short-term rental

owner are balanced with the needs of the City to protect visitors and tourists and to preserve the general welfare through its limited regulatory power; and

WHEREAS, the City, through its existing regulatory framework, will issue certificates to short-term rentals conforming to these standards, which will in turn provide a level playing field amongst all providers of short-term rental units; and

WHEREAS, this ordinance additionally establishes an enforcement mechanism for those short-term rental properties which do not adhere to the standards on an initial or continuing basis, with the overall goal of the short-term rental unit program being compliant with the standards and not punitive in its scope.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Temple Terrace, Florida in a regular meeting duly assembled this 16th day of December 2025, that:

SECTION 1. RECITALS. The recitals above are incorporated herein.

SECTION 2. Chapter 8 (Buildings and Fire Prevention), Article IV (Housing Code), Division 3 of the Temple Terrace Code is hereby created as set forth below.

Chapter 8, Article IV

Division 3. – Short-term Rentals

Sec. 8-140. Short-term Rentals

(a) *Purpose.* The intent of short-term rentals is to allow for an individual dwelling unit to be rented to an individual or party at a lease term that is less than one month while protecting the immediate vicinity from associated negative impacts. Short-term rentals generally occur in typical residential units and mostly within residential neighborhoods.

(b) *Applicability.* This section will apply to short-term rentals consisting of individual dwelling units and the rental period for said unit is more than three times in a calendar year for periods of less than 30 days.

(c) This section is not applicable to hotels or motels and bed and breakfast uses, or other residential dwelling units that are rented for periods over one month.

(d) *Areas Embraced.* The areas embraced by this chapter will be all lands within the incorporated area of the City of Temple Terrace.

(e) *Conflicting Terms.* To the extent of any Temple Terrace Ordinances or provisions of the Temple Terrace Code governing short-term rentals, short-term rental properties, and short-term vacation rentals conflict with the provisions of this Division 3, the provisions of this Division will govern.

(f) *Definitions.* The following terms as used in this article are defined as set forth hereinafter:

Bedroom means a room that can be used for sleeping and that:

- (1) In every room occupied for sleeping purposes in any dwelling or dwelling unit, there shall be at least seventy (70) square feet for the first two(2) occupants and at least fifty (50) square feet of floor area per additional occupant and minimum ceiling height in accordance with the Florida Building Code and complies with Temple Terrace Code Section 8-102 (minimum standards);
- (2) For manufactured homes, is constructed according to the standards of the United States Department of Housing and Urban Development and has a minimum of 50 square feet of floor space per occupant;
- (3) Is located along an exterior wall;
- (4) Has a closet with a door or an entrance where a door could be reasonably installed; and
- (5) Has an emergency means of escape and rescue opening to the outside in accordance with the Florida Building Code;
- (6) A room may not be considered a bedroom if it is used to access another room except a bathroom or closet;
- (7) “Bedroom” does not include a hallway, bathroom, kitchen, living room, family room, dining room, den, breakfast nook, pantry, laundry room, sunroom, recreation, media/video room, or exercise room.

Inspection for purposes of the application of this section means an onsite review of the subject property by Temple Terrace City staff for minimum life/safety requirements in accordance with the Florida Building Code and the Florida Fire Prevention Code.

Occupancy refers to the number of adults and minors regularly present within the boundary of the property.

Owner means the person or entity holding legal title to the short-term rental property, as reflected in the Hillsborough County Tax Collector’s records.

Responsible party means the owner or agent, 18 years of age or older, tasked with responding to requests for inspections, complaints, and other concerns relating to or emanating from the short-term rental of the transient public lodging establishment. The responsible party must be authorized

to act on behalf of the owner to report issues of trespass to law enforcement in relation to occupancy violations under this Section. There will only be one designated responsible party for each short-term rental. An owner may retain a private property management company to serve as the designated responsible party.

Short-term rental, short-term rental property, and short-term vacation rental are terms that may be used interchangeably, have the same meaning, and be defined as a structure that is a “transient public lodging establishment” as defined herein and in Section 509.013, Florida Statutes, as amended. Should the definition of “transient public lodging establishment” be amended in the Florida Statutes after the effective date of this ordinance, the statutory definition shall govern.

Transient public lodging establishment means any unit, group of units, dwelling, building, or group of buildings within a single complex of buildings which is rented to guests more than three times in a calendar year for periods of less than 30 days or 1 calendar month, whichever is less, or which is advertised or held out to the public as a place regularly rented to guests.

(g) *Mandatory Short-term Rental Certificate of Use.*

- (1) A valid short-term rental certificate of use is required for any short-term rental unit to be rented or offered for rent within the City, and failure to obtain and maintain a current certificate constitutes a violation of this Division; however, the City recognizes that operators may not have a certificate on the effective date of this ordinance, and a written notice will be issued by the City providing a grace period during which operators may continue to operate without citation, provided they submit a complete application within the timeframe stated in the notice.
- (2) Any person or entity who operates a short-term rental unit will apply for a local business tax receipt available on the City’s website and a short-term rental certificate of use on a form provided by the City and with the required application fee. An applicant will include all information required by this ordinance in the application. The City will review the application for completeness before processing begins. If the application is incomplete, the applicant will be informed of what information is missing. The applicant will have twenty (20) business days to provide the missing information. If the missing information is not provided, the application will be deemed withdrawn. If the missing information is provided and the application is determined complete, staff will process the application in the usual course of business.
- (3) A short-term rental certificate of use will be valid for a one-year period beginning with its issuance date.
- (4) A short-term rental certificate of use must be renewed prior to the end of its term by filing an application for renewal sixty (60) days before the expiration of the certificate.

An applicant must include all information required by this ordinance in the application. Upon receipt of an incomplete application, the applicant will have twenty (20) business days to provide all missing information. If missing information is not received within the allotted timeframe, the application will be deemed withdrawn. Once the application is deemed complete, the administration will process the application in the usual course of business. If a renewal application is filed in a timely manner, the current short-term rental certificate of use will remain in effect until the application for a renewal certificate is approved or denied. If an application for a renewal certificate of use is not filed in a timely manner, the short-term rental certificate will expire and will constitute a violation of this Division.

- (5) A short-term rental certificate of use will be issued by the City if the following conditions have been met:
 - a. The application for a short-term rental certificate of use is complete, and the applicant has submitted all required documents.
 - b. A short-term rental unit will be inspected by Temple Terrace staff for Florida Fire Prevention Code and Florida Building Code requirements before the initial issuance of a short-term rental certificate of use, and every two years thereafter as part of the renewal process.
 - c. An inspection of the short-term rental unit shows that the short-term rental unit meets the minimum life/safety and building code requirements per this Division.
 - d. The applicant has paid all required fees and any outstanding fines or penalties that had been previously imposed on the applicant, property, or the short-term rental unit.
- (6) The short-term rental certificate of use application must include all information relevant to review and approval of a certificate, including but not limited to, the following information:
 - a. *Property Owner.*
 - i. Name.
 - ii. Address.

iii. Phone (Including the land line or mobile number applicable to the property).

iv. Email address.

b. *Responsible Party.*

i. Name.

ii. Address.

iii. Phone.

iv. Email address.

c. *Short-term Rental Unit Address.*

i. Number and street address, including individual unit numbers or letters for short-term rental units with more than one unit.

ii. The name of the short-term rental property (e.g., “Cozy Bayou”).

d. *Parking.*

i. A parking site plan of the property showing the number and location of off-street parking spaces shall be included as an attachment.

ii. Parking shall conform with all standards of the City’s Land Development Code found in Chapter 12 of the City’s Code of Ordinances.

e. *Proof of Ownership. The following proofs must be submitted:*

i. Copy of a recorded deed (as an attachment) or a recent profile from property appraiser (as an attachment).

ii. Verification of active status with Florida Division of Corporations for corporate owners (as an attachment).

f. *Parcel Identification Number.*

- i. Single Family.
- ii. Duplex Unit.
- iii. Condominium.
- iv. Other (list type).

g. *Occupancy.*

- i. Number of bedrooms.

- (7) The property owner or responsible party must submit an application to the City for each short-term rental unit attesting to the following:
- a. That the property owner or responsible party has an active license from the Department of Business Professional Regulation (DBPR) for use of the property as a public lodging establishment. A copy of the active license will be submitted as part of the application.
 - b. That the short-term rental property complies with all ordinances of the City.
- (8) Payment of fees will include a certificate of use fee, a portion of which will be non-refundable to initiate and process an application, inspection fee(s), and an annual renewal fee. Any adjustment to these fees may be made by resolution of the City Council.
- (9) The City has the discretion to request any additional information required to demonstrate compliance with all state laws and city ordinances.
- (10) Upon receipt of a complete application, the City will schedule an inspection for compliance with the minimum life/safety requirements per this Section. Once the property has passed the applicable inspection(s), the City will issue a short-term rental certificate of use to the property owner which certificate will be valid for a period of one (1) year. If the short-term rental property fails its inspection, the owner will be given thirty (30) days to bring the property into compliance with the minimum life/safety requirements per this Section and request a re-inspection of the property. An owner may apply for an extension up to sixty (60) additional days if the owner is able to demonstrate efforts toward compliance. Evidence of efforts towards compliance include but are not limited to completion of a building permit filed and in-review.

- (11) A short-term rental certificate of use may not be transferred upon change of ownership.
- a. Certificates of use are non-transferrable and non-assignable. The certificate of use when issued will pertain only to the property owner designated on the certificate of use for use at the one (1) specific property identified on the certificate use.
 - b. A separate certificate of use is required for the same property owner to operate a short-term rental at another location.
 - c. A new certificate of use is required if ownership of the short-term rental changes from the owner(s) identified on the certificate, including purchase or acquisition of the assets of a legal entity identified as the owner on the certificate of use.
 - d. When a short-term rental is sold or ownership is otherwise transferred, the new owner will apply for an initial certificate of use within thirty (30) days from the date of the sale or transfer and will obtain a new initial certificate of use. If the new owner fails to apply for a new certificate of use as provided in the section, any certificate of use previously issued for that short-term rental will be null and void on the thirtieth (30) day after such sale or transfer.
 - e. An inspection of the short-term rental pursuant to the minimum life/safety requirements per this Section is required whenever a new owner applies for an initial certificate of use due to the sale of a short-term rental or a change of ownership not involving a sale.
- (12) Failure to complete the application process including a satisfactory inspection within thirty (30) days after the initial inspection constitutes a violation of this Division, and the City will be authorized to deny the application.
- (13) No property owner or responsible party will operate a short-term rental unit within the City without a valid short-term rental certificate of use. Operating a short-term rental without a current short-term rental certificate will constitute a violation of this Division.
- (14) The property owner must notify the Hillsborough County Property Appraiser's Office of the intent to rent the property on a short-term rental basis to ensure proper treatment of property tax exemptions and valuation.

(h) *Standards for Short-term Rentals*

- (1) All short-term rental units, whether single-family homes, duplexes, condominium units, three- or four-unit complexes, or multiple family complexes, must meet the following minimum life/safety requirements:
 - a. Bedrooms. As defined in § 381.0065(2)(b)(1);
 - b. Smoke Alarms and Carbon Monoxide Detectors. Meets the requirements of the Florida Building Code and manufacturers' specifications;
 - c. Swimming Pool. Meets the requirements of the Residential Swimming Pool Safety Act, Chapter 515, Florida Statutes.
- (2) *Maximum Occupancy.* Maximum occupancy shall be no more than two (2) persons per bedroom plus two (2) additional persons per dwelling unit.
- (3) *Noise.* Quiet hours are to be observed between 10:00pm and 8:00am. Specific requirements apply to horns, signaling devices, amplified sounds and other noise producing instruments which may be found in Chapter 16, Article 1, Section 16-7.
- (4) *Parking.* All parking for short-term rentals shall be off-street parking. The minimum required number of off-street parking spaces shall equal the minimum number of spaces as indicated in Section 12-957(b)(5), plus one additional off-street parking space. Parking on the lawn or grass is a violation of Temple Terrace ordinance and shall not be permitted or counted towards parking. All required parking spaces must be configured in a manner so that no portion of any parked vehicle extends beyond the designated space or impairs a public sidewalk or roadway.
- (5) *Responsible party.* A short-term rental property owner may designate a responsible party to manage the unit on their behalf by completing, notarizing, and submitting a City-provided form, which must also be accepted and signed by the responsible party; however, such a designation does not relieve the owner of their obligation to comply with all applicable state and local statutes and ordinances, and any person who accepts the designation as the responsible party is subject to the same compliance standards and penalties as the owner. A property owner may withdraw or change this designation at any time by submitting a new properly executed authorization to the City, and the City may rely on the most recent form it has on file reflecting the owner's intent. The duties of the short-term rental responsible party are to:

- a. Be available by telephone at the posted phone number to handle any issues arising from the short-term rental use;
- b. If necessary, be willing and able to come to the short-term rental unit following notification from an occupant, owner, law enforcement, or City official to address issues related to the short-term rental;
- c. Inquire prior to check-in through a written question in the short-term rental reservation application if any guest of a short-term rental is a sexual offender or predator as defined in § 775.21, § 943.0435, § 944.607, or § 985.4815. If any guest of a short-term rental responds that he or she is a sexual offender or predator as defined in § 775.21, § 943.0435, § 944.607, or § 985.4815, the short-term rental responsible party shall immediately notify the Temple Terrace Police Department;
- d. Be authorized to receive service of any legal notice on behalf of the owner for violations of this section;
- e. Otherwise regularly monitor the short-term rental unit to assure compliance with the requirements of this section;

(6) *Posting short-term rental unit information.* The following information shall be posted conspicuously on or near the interior side of the front door of the primary entrance:

- a. The name and phone number of the short-term rental responsible party;
- b. The maximum occupancy of the unit, per this section, above;
- c. The maximum number of vehicles that may be parked at the unit, per this section, above; along with a sketch of the location of the off-street parking spaces;
- d. The daily quiet hours of 10:00pm and 8:00am as referenced in this Ordinance;
- e. The days of trash pickup and recycling;
- f. The location of the nearest hospital;
- g. After-hours number to short-term rental monitoring hotline; and

- h. The following statement: *“You are vacationing in a residential area. Please be a good neighbor by keeping the noise to a respectful level during the day and night. Excessive and unreasonable noise can deprive neighbors of the peaceful enjoyment of their private property. Yard parking is prohibited.”*

(7) *Assembly uses.* As defined elsewhere in the Temple Terrace Code, uses such as events, weddings, receptions, and similar gatherings are not permitted unless they undergo additional review and receive City approval.

(i) *Short-term Rental Units Advertisement Requirement*

(1) All advertising for short-term rental units shall state the occupancy limit of the short-term rental unit, the maximum parking available on the property, and shall include the following statement or substantially similar language:

“You are vacationing in a residential area. Please be a good neighbor by keeping the noise to a respectful level during the day and night. Excessive and unreasonable noise can deprive neighbors of the peaceful enjoyment of their private property.”

(2) All advertising for short-term rental units will include the state license number of the short-term rental and the city certificate of use number.

(3) Advertisements that do not contain this information or that contain inaccurate information will be deemed a violation of this section and subject to the penalties contained in this section. The short-term rental certificate of use number will be included on all advertising, including, but not limited to print and internet-based advertising. For advertisements published in newspapers, the owner or manager of the short-term rental unit may use an abbreviated version of the required advertising information provided that the newspaper ad refers readers to a website and posted notices in the short-term rental unit for a more detailed version of rules and regulations of booking a short-term rental unit.

(j) *Penalties for Violations of this Article*

(1) Violations of this article are punishable as provided in Temple Terrace Code of Ordinances Chapter 1, Article II.

SECTION 3. Severability. If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is for any reason found invalid or unconstitutional by any Court of competent jurisdiction, such finding shall not be construed to render the remaining provisions of this Ordinance invalid or unconstitutional.

SECTION 4. Inclusion in Code. The provisions of this Ordinance shall be included and incorporated in Temple Terrace Code, as an amendment thereto, and will be appropriately renumbered to conform to the uniform numbering system of the Temple Terrace Code.

SECTION 5. Filing of Ordinance. This ordinance shall take effect July 1, 2026.

Passed and adopted by the City Council of the City of Temple Terrace this 16th day of December 2025.

(Corporate Seal)



X

Andrew Ross,
Mayor
Chair of the City Council

Attest:

X

Lynda Sader
City Clerk

Approved As To Form & Content:

X

Ernest Mueller
City Attorney

Item Cover Page

City Council Item Report

Date: December 2, 2025

From: Jeannie Barlow, Senior Executive Assistant

Item Type: Reports

Subject: Report on the City's Due Diligence Regarding the Courtside Group, LLC's "Blazin' Paddles Sports Hub" Proposal for 8901 N. 56th Street

Presenter: Carlos Baia, City Manager

Recommendation:

Discussion:

At its August 19, 2025 meeting, City Council directed the Administration to retain outside legal counsel and conduct an analysis of the Blazin' Paddles Sports Hub proposal for the purchase of the City's property at 8901 N. 56th Street. The City retained the services of the Gray Robinson law firm for this effort. Gray Robinson completed a title review to ascertain any limitations in the property history to this type of acquisition and is prepared to draft a potential purchase and sales agreement should the City Council direct staff to move to that phase. The City also retained the services of Fishkind Consulting to assess the business/financial viability of the proposers' (Courtside Group, LLC) and their plan. Gray Robinson also suggested that an appraisal be commissioned. The City retained the services of Bluemark Valuation for this function. Documents relating to all these steps are enclosed in the back-up and summarized below.

Title Review:

Gray Robinson's ALTA commitment document is attached.

Business/Financial Analysis:

Hank Fishkind, President of Fishkind Consulting, reviewed the financial documents provided by the Courtside Group, LLC and interviewed the principals. As a result of that inquiry, Mr. Fishkind recommended that the Courtside Group: 1) provide a firm financial commitment for the proposed SBA loan; 2) demonstrate that they have raised the equity capital of \$1.8 million as included in their financing plan; 3) increase its equity investment to bring its working capital to \$1 million (in part to offset the group's lack of

operational experience) (See “Fishkind Report”).

Courtside Group, LLC provided a response to the Fishkind Report asserting, primarily, that lower borrowing costs and a conservative construction budget have provided it with additional financial flexibility (See “Courtside’s Response”). Mr. Fishkind reviewed this response and did not feel that it satisfied his concerns (see “Fishkind Response”).

Appraisal:

Bluemark Valuation Advisors concluded that the property was valued at \$1.445 million. Community Development Staff had questions about this number and met with the appraiser on November 12th to better understand how this value was derived. In his explanation, the appraiser noted that he examined comparable sales, listings, development limitations, and the public record to make a determination of value. He noted that there were several factors to the City’s lot that have, essentially, influenced the appraised value of the property. The CRA requirements as to acquisition and development affect what a buyer might be willing to offer on a property. The fact that the property has been on the market for a longer than average time also influences value. The City’s marketing of its property at 8447 N. 56th for half the price of this lot even though it’s the same size (albeit with certain limitations) is another factor. Finally, the fact that the City recently turned down an offer of \$1.8 million for the property, albeit for legitimate long-term concerns, indicates to the market that \$2 million may not be the real value.

Next steps:

Staff recommends that City Council review this report and the back-up documents and provide direction as to whether the City should pursue a purchase and sales agreement for the Blazin’ Paddles Sports Hub concept or take an alternative direction.

Resolution/Ordinance Information:

Appropriation Code:

Requirements:

Motion

Cost:

Attachments:

1. Fishkind Report 10-21-25
2. Courtside's Response to Fishkind Report
3. Fishkind Response 11-13-25
4. BR25-230 - Temple Terrace Lots Appraisal
5. ALTA Commitment



EVALUATION OF THE PROPOSED BLAZIN' PADDLES SPORTS HUB

October 21, 2025

**Prepared for
Mr. Ernest Mueller, Esquire City Attorney
City of Temple Terrace
11250 North 56th Street
Temple Terrace, FL 33617**

**Prepared by
Hank Fishkind, Ph.D.
Fishkind Litigation Services, Inc.
3504 Lake Lynda Drive, Suite 107
Orlando, Florida 32817
407-382-3256 or Hankf@fishkindls.com**

EVALUATION OF THE PROPOSED BLAZIN' PADDLES SPORTS HUB

1.0 Introduction

1.1 Assignment

The City of Temple Terrace ("City") retained Fishkind Consulting ("FC") to evaluate the proposed Blazin' Paddles Sports Hub ("Project"). In particular FC is to: (a) evaluate the ability of the Project's sponsor, Courtside Group, LLC ("Courtside"), to develop and operate the Project and (b) analyze whether the Project generates economic benefits sufficient to support the discounted price Courtside offered for the City's land.

1.2 Background

In late August 2025, City Council publicly supported a proposal from Courtside for an \$8 million pickleball entertainment venue, the Project. The Project is envisioned as a sports hub featuring six indoor and six outdoor pickleball courts, along with food, drinks, and entertainment. Courtside's proposal involves a bid of \$1.4 million for a parcel of City land appraised at \$2 million.

1.3 Limitations on Use of this Study

This study is strictly designed to assist the City in evaluating Courtside's proposal for the Project. It is not intended to be used by Courtside or any other party other than the City.

In developing our analysis, FC reviewed the materials listed in the bibliography. FC has not audited the materials, but FC believes that they are reliable for the purpose of this report.

2.0 Evaluation of the Ability of Courtside to Develop and Operate the Project

2.1 Courtside Group, LLC, was formed on March 27, 2024 to develop and operate the Project. It was founded by Stephen Danyluk and Jed Woodarek ("Principals"), who describe themselves in their Business Plan as two passionate entrepreneurs with a shared vision of creating a premier pickleball facility that promotes active living and fosters a sense of community.

- 2.2 The Principals are experienced executives whose work is focused in the educational technology space. However, they have no prior experience developing real estate, operating a sports venue, or managing food and beverage operations.
- 2.3 Despite these shortcomings, the Principals have developed a well-researched Business Plan documenting the demand and supply dynamics for the relevant market for the Project. The Business Plan demonstrates that the Project is likely to succeed if its development and operations are well executed.
- 2.4 The pro forma financial plan for the Project is fully documented and properly constructed. Its assumptions are properly supported by the Business Plan.
- 2.5 Courtside has assembled an experienced development team including Franklin Development Corp (general contractor), Sol Design (architect), R-Squared (Engineering), and Addict Pickelball (courts). The design and engineering work is sufficient to support the construction cost estimate by Franklin.
- 2.6 Table 1 shows the sources and uses of funds to develop the Project. The Project has a total cost of \$7,535,358. This includes \$1.4 million for the land and \$4.7 million in building construction costs. The budgeted uses of funds are all encompassing including professional fees, bank charges, and a contingency.
- 2.7 The Sponsors plan to fund the Project with an SBA loan of \$6,028,286 through First Citizens Bank and equity from the Sponsors and investors of \$1.8 million.
- 2.8 According to its Business Plan, Courtside plans to stand up and operate all of the Project's operations including court reservations, court management, facility management, and food and beverage. Courtside plans to hire and train all staff needed for the Project.
- 2.9 As noted above, Courtside has no experience developing or operating facilities like the Project. Courtside explains that it has a group of experienced advisors whose assistance will substitute for their lack of experience. Courtside could have retained an experienced project manager to oversee project development. Courtside also could plan to hire third party professional firms to initially stand up and operate the Project and its food and beverage service. But Courtside has chosen not to do so. Courtside's lack of experience is a significant risk to the success of the Project.

Table 1. Sources and Uses of Funds

USES OF FUNDS	AMOUNTS
PROPERTY AMOUNT	\$1,400,000
BUILDING CONSTRUCTION	\$4,700,000
ARCHITECTURAL SERVICES	\$178,000
CIVIL ENGINEERING	\$58,000
COURT INSTALLATION	\$72,000
PURCHASE FURNITURE & FIXTURES	\$175,000
CLOSING COSTS	\$62,338
SUB-TOTAL PROJECT	\$6,612,838
CONSTRUCTION CONTINGENCY	\$460,000
INTERIM INTEREST	\$339,000
SBA DEBENTURE FEES	\$52,458
BRIDGE LOAN FEE	\$71,062
SUB OTHER EXPENSES	\$922,520
	=====
TOTAL PROJECT COST	\$7,535,358
SOURCES OF FUNDS	AMOUNTS
FOUNDER EQUITY INFUSION	\$600,000
INVESTOR EQUITY	\$1,200,000
LOAN AMOUNT	\$6,028,286
REMAINING AFTER PROJECT COST	\$292,928
+CONSTRUCTION CONTINGENCY	
WORKING CAPITAL	\$292,928

2.10 The Project is undercapitalized. This is an additional risk to the Project's success. The working capital of less than \$300,000 is inadequate, especially in light of Courtside's lack of experience.

2.11 To better assure the success of the Project, Courtside needs to increase its working capital to \$1 million.

3.0 Analysis of the Economic Benefits of the Project

3.1 Overview

Economic Impact Analysis (“EIA”) is a powerful technique used to trace spending through an economy, measuring the cumulative effects of that spending. This process, also known as Input-Output analysis, provides valuable insights into how economic activity ripples through industries, households, and government entities.

In this application, the EIA assumes that the Project is operating as projected in the Business Plan at stabilized rates in accordance with year 3 of the Business Plan. At that time, the Project is projected to generate \$2.7 million in annual spending and support 24 full time equivalent jobs with its staff of 31 full and part-time employees.

Economic impacts are measured in terms of jobs, labor earnings, and value added, which is the equivalent of GDP for a small area like the City. Impacts are measured by their direct, indirect, and induced effects.

Direct Effects: These are the initial changes in the economy caused by an event, investment, or activity. For example, the Project will directly support 24 full-time equivalent jobs.

Indirect Effects: Indirect effects result from the supply chain activity generated by the direct effects. For the Project this includes the suppliers providing goods, services, and all other inputs.

Induced Effects: Induced effects capture the additional economic activity driven by spending from wages earned by workers in the direct and indirect stages. Employees’ spending on goods, services, and housing contributes to these effects.

What is not included are the ancillary effects on surrounding real estate and other businesses not directly connected to the Project. By bringing players and visitors to the Project, it is likely that additional economic impacts will result. However, quantifying these impacts is beyond the scope of this report.

3.2 Methodology

To quantify the economic impact of the Project, FC employed the IMPLAN input-output modeling system.¹ IMPLAN is widely used by economists to calculate the economic impacts of developing commercial land uses or residential apartments. IMPLAN is routinely used by the State of Florida's Department of Economic Opportunity.²

IMPLAN is a computer software package comprising procedures for estimating local input-output models using locally specific databases. IMPLAN was originally developed by the U.S. Forest Service in cooperation with the Federal Emergency Management Agency and the U.S. Department of the Interior's Bureau of Land Management to assist in land and resource management planning. Since 1993, the IMPLAN system has been developed under exclusive rights by the Minnesota Implan Group, Inc. which licenses and distributes the software to users. Currently, there are hundreds of licensed users in the United States including universities, government agencies, and private companies. The Department of Food and Resource Economics at the University of Florida is a licensed user of IMPLAN along with the State of Florida and many other governments and private companies. We have used IMPLAN widely in our work.

Input-output modeling was developed in the 1930s by Nobel Prize winning economist Leontief.³ The methodology has been refined and used continuously since then.⁴ An input-output model is built around quantifying the interactions between industries (or sectors) within an economy. Each industrial or service activity within the economy (agriculture, mining, manufacturing, trade, services, etc.) is assigned to an economic sector with the number of sectors determined by the level of detail desired. Then, for a one-year production period, a transactions table reflects the value of goods and services exchanged between sectors of the economy. The transactions table contains three components of the local economy: producing industries, final demand, and value added, which capture all transactions within the economy.

¹ www.IMPLAN.com

² <http://www.floridajobs.org/labor-market-information/products-and-services/economic-impact-analysis>

³ Leontief, Wassily (1936), "Quantitative Input-Output Relations in the Economic System of the United States", *Review of Economics and Statistics*, Volume 18, pages 105-125.

⁴ See Miller, Ronald E. and Peter D. Blair (2009), *Input-Output Analysis*, Cambridge University Press: NY, NY.

The transactions table shows how much each local industry purchased and/or sold to every other industry within the local economy. Values are expressed in dollars and track the movement of goods and services between industry sectors and between producing industries and final demand and value-added components of the economy.

Impact analysis using an input-output model is conducted by estimating the changes in final demand. Producing industries then respond directly by selling to final consumers or indirectly by selling goods and services (intermediate inputs) to other industries. The IMPLAN software and database quantify both the estimation of the transactions table for specific local areas and the resulting tables to estimate multipliers that capture the direct and indirect effects of changes in final demand.

IMPLAN calibrated for Hillsborough County (the smallest geography available) was used in this analysis. In this application, the change to final demand is calculated for spending at the Project.

3.3 Analysis

Table 2 summarizes the economic impacts from the Project. At stabilized operations the Project will directly support 24 full-time equivalent jobs. Adding in the indirect and induced effects, the Project will provide 41 jobs to the City's economy. Annual labor income exceeds \$1.8 million with annual value added to the local economy of nearly \$3.3 million.

Table 2. Summary of Economic Impact

IMPACT	EMPLOYMENT	LABOR INCOME	VALUE ADDED
DIRECT	24	\$865,333	\$1,395,061
INDIRECT	9	\$478,456	\$916,906
INDUCED	8	\$496,498	\$955,819
	=====	=====	=====
TOTAL	41	\$1,840,287	\$3,267,786

3.4 Conclusions

From a strictly economic perspective, the ultimate economic question is whether the discount of \$600,000 on the land price is justified by the economic impact of the Project. One perspective is that the discount amounts to \$14,634 per job created, which is not a great return. Similarly, the discount cannot be fully justified by the impact of the Project on the local area's economic activity measured in terms of value added.

However, this is too narrow a lens through which to evaluate the broader economic impact of the Project. The Project would contribute to the recreational and social environment of the City. In addition, the Project would support additional local activity and real estate values in the area. A branded sports hub can position Temple Terrace as a regional recreation destination. EIA is too blunt a tool to measure these additional impacts.

4.0 Conclusions and Recommendations

If the City weighs the quantifiable and unquantifiable economic impact of the Project and decides to move forward with the land sale, FC recommends that the City consider the following terms and conditions.

First, Courtside should provide a firm financial commitment for the proposed SBA loan. A term sheet is not sufficient for this purpose.

Second, Courtside should be required to demonstrate that it has raised the equity capital of \$1.8 million as included in their financing plan.

Third, FC recommends that the City insists that Courtside increases its equity investment to bring its working capital to \$1 million.

Bibliography

Bank statements, March through August 2025

Jedrek Woodarek, Personal Financial Statement, 09.15.25

Stephen Danyluk, Personal Financial Statement, 09.16.25

Blazin' Paddles Proposal with Documentation and Portfolios

Term Sheet, 03.17.25

R-Squared Engineering Proposal, 02.20.25

Sol Design Studio Proposal-Part 1, 12.11.24 (original), 01.21.25 (3rd revision)

Addict Pickleball Estimate, 09.13.24

Franklin Development Corp Cost Analysis, 04.17.25

Blazin' Paddles Design Development Set, 2025.03.31

Blazin' Paddles - MEPFP Design-Narrative

Civil - Pre App Narrative

Civil CSP-3.0 - Concept Plan

Blazin' Paddles - Prelim Cost Analysis, 09.22.25

504 SBA Estimate, 08.27.25

Blazin' Paddles Business Plan, 09.22.15

Blazin' Paddles Financial Model

Blazin' Paddles Financial Model, without contingency

Blazin' Paddles Market Validation Report

Confidential – Blazin' Paddles Research

Introduction of Hank Fishkind-Revised Email, 09.22.25

CV of Stephen Danyluk

Team Project Portfolios

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Leontief, Wassily (1936), "Quantitative Input-Output Relations in the Economic System of the United States," Review of Economics and Statistics, Volume 18, pages 105-125

Miller, Ronald E. and Peter D. Blair (2009), Input-Output Analysis, Cambridge University Press: NY, NY



Courtside Group, LLC

Response to the City of Temple Terrace Financial Evaluation Report

Introduction

Courtside Group appreciates the City of Temple Terrace's diligence and commitment to due process. We're grateful for Dr. Fishkind's thorough evaluation and the City's openness in inviting our response. We believe the findings confirm what our team, partners, and investors already know — that **Blazin' Paddles is a well-researched, financially sound, and community-enhancing project** that will deliver long-term value to Temple Terrace.

1. Overall Findings

The Fishkind report provides an independent validation of the project's viability and soundness. Key takeaways include:

- **Comprehensive Business Plan:** The report recognizes that our plan is "well-researched," accurately documenting demand, supply, and market dynamics.
- **Financial Credibility:** The report confirms our pro forma is "fully documented and properly constructed," with supported assumptions and realistic modeling.
- **Qualified Development Team:** Franklin Development Corp., Sol Design Studio, and R-Squared Engineering are acknowledged as experienced professionals capable of executing the project successfully.
- **Positive Economic Impact:** The report projects 41 jobs, \$1.8M in annual labor income, and \$3.3M in local economic value, further noting the project's potential to position Temple Terrace as a regional recreation destination.

Courtside Group is pleased that these findings affirm the project's integrity and alignment with the City's objectives.



2. Management and Operational Experience

Courtside's leadership and advisory team collectively bring deep, multi-industry operational, development, and hospitality experience—the precise capabilities needed to execute and sustain the Blazin' Paddles Sports Hub.

- **Multi-Site Operations Leadership**

Co-Founder Stephen Danyluk currently serves as Vice President & General Manager at Cadence Education, overseeing operations for 125+ childcare centers across multiple states with full P&L responsibility. His background in scaling complex, people-intensive service organizations ensures the systems, controls, and customer-experience discipline required for a multi-venue operation like Blazin' Paddles.

- **National-Scale Growth & Execution**

As Senior Vice President of Operations & Delivery at 2U Inc. and SVP of Field Operations at Trilogy Education Services, Stephen led national delivery across 300+ university partners and thousands of staff, helping grow Trilogy from start-up to a \$750 million acquisition in under four years. Those roles demanded mastery in facility readiness, logistics, technology integration, and customer satisfaction—skills directly transferable to venue management, staffing, and scaling.

- **Healthcare & Regulatory Operations**

Earlier, as Vice President at Smile America Partners, Stephen managed nationwide mobile-health operations spanning 40+ clinical units, coordinating scheduling, compliance, and field logistics—further evidence of his ability to run distributed, compliance-sensitive operations.

- **Development & Construction Expertise**

Co-Founder Jed Woodarek brings complementary experience in business development and project coordination. In addition, his father, Martin Woodarek, serves as a consulting advisor with decades of experience managing multi-site restaurant construction and operations for national chains. His insight into cost controls, permitting, and operational sequencing provides valuable perspective as the team transitions from buildout to daily operations.

- **Professional Development Partners**

Courtside has assembled a top-tier project team including Franklin Development Corp. (1,300+ commercial projects completed), Sol Design Studio (Florida-based architects behind award-winning community spaces), and R-Squared Engineering (local civil and MEP experts). This group has already advanced detailed



architectural, civil, and MEP plans consistent with Temple Terrace permitting and zoning standards.

- **Operational Support & Hospitality Advisors**

The team is finalizing agreements with seasoned hospitality and facility-operations consultants who have helped launch regional restaurant and entertainment brands. These partners will guide menu development, training programs, service design, and early-stage SOPs to ensure the food-and-beverage component operates at the quality and consistency of established chains.

- **Project Management Oversight**

A dedicated project-management consultant will provide full oversight from construction through opening and the initial operating period—ensuring adherence to timeline, budget, and quality metrics.

Together, these collective capabilities, enterprise-scale operations, proven development partnerships, and experienced hospitality oversight create a leadership infrastructure far exceeding what is typical for a first-time recreational venue. Courtside is positioned to deliver Blazin' Paddles with the same operational rigor, fiscal discipline, and customer focus that characterize successful multi-site enterprises.

3. Working Capital and Financial Position

The report's recommendation to increase working capital to \$1 million represents a conservative safeguard, not a functional shortfall.

Financial conservatism built into our model:

Our financial projections were built when SBA 504 interest rates were 75 basis points higher than current rates. This means our debt service projections contain additional margin—our actual monthly loan payments will be lower than modeled, further improving cash flow throughout the ramp-up period.

Additionally, we budgeted construction at \$4.7M (the high end of our general contractor's \$4.1M-\$4.7M range), providing built-in protection against cost escalation.



Category	Amount	Purpose
Post-closing working capital	\$270,000	Opening & initial operations
Construction contingency	\$460,000	Flexible reserve available for either construction overruns OR operational needs, whichever materializes
Pre-Open Revenue	\$150,000	Pop-up events and tournaments to build brand awareness prior to opening
Total Liquidity Coverage	\$880,000	Equivalent to 6+ months of operations assuming \$0 post-opening revenue

Critical cash flow advantages:

Our SBA 504 loan structure includes an **18-month payment deferral** (approximately 6 months post-opening). This means we can operate without debt service obligations during the critical ramp-up period, significantly reducing cash burn during months 1-6 of operations. Combined with our conservative revenue modeling showing positive cash flow by month 6, this deferral provides substantial protection against early-stage operational challenges.

4. Alignment with City Goals

Blazin' Paddles is designed to deliver tangible community and economic benefits by:

- Activating underutilized City property with a privately funded \$7.5M investment.
- Generating new jobs, tax revenues, and ongoing economic activity.
- Enhancing the City's recreational, social, and regional appeal.
- Serving as a catalyst for surrounding property value growth and redevelopment.

The Fishkind report reinforces that the project advances these objectives while maintaining a fiscally responsible and achievable business plan.

5. SBA Loan Commitment:

We have received a conditional commitment from First Citizens Bank for \$6.028M in SBA 504 financing. Per standard SBA requirements, final loan approval requires completed construction documents and an executed land purchase agreement.



Our offer structure protects the City's interests:

- Land purchase will be funded with equity (cash), not contingent on SBA loan approval
- We will invest \$200,000 in finalizing construction documents upon agreement to enter negotiations to sell the property
- A \$100,000 non-refundable earnest money deposit provides the City financial security if we fail to close
- SBA loan funds construction only – the City is not exposed to SBA approval risk for the land transaction

This structure demonstrates our capital commitment while following prudent business practice of securing binding agreements before investing substantial pre-construction capital.

6. Equity Capital Demonstration

We have secured commitments from multiple accredited investors who are awaiting subscription documentation. Combined with the \$600K founder equity contribution, we are actively securing the remaining investor commitments to reach the full \$1.8M equity requirement.

We will provide executed subscription agreements as the equity round finalizes. Our \$100,000 non-refundable earnest money deposit demonstrates founder commitment and provides the City security during the capital raise period.

Conclusion

Courtside Group appreciates the City's diligence and partnership throughout this process. Dr. Fishkind's evaluation ultimately reaffirms that **Blazin' Paddles is a sound, well-prepared, and economically valuable project** for Temple Terrace.

The few recommendations identified are conservative in nature, and we have already taken steps to ensure they are fully addressed. The City can have confidence that this project is **appropriately capitalized, professionally managed, and positioned for long-term success.**

We view Blazin' Paddles as more than a recreational facility—it's an opportunity to strengthen Temple Terrace's downtown identity, catalyze economic growth, and provide a signature destination for residents and visitors alike.



We look forward to working collaboratively with City leadership to bring this shared vision to life.

Respectfully submitted,

Stephen Danyluk

Co-Founder, Courtside Group, LLC

Jed Woodarek

Co-Founder, Courtside Group, LLC



November 13, 2025

Mr. Ernest Mueller, Esquire City Attorney
City of Temple Terrace
11250 North 56th Street
Temple Terrace, FL 33617

RE: Blazin' Paddles Response

Dear Mr. Mueller:

In our report of October 21, 2025, we made the following recommendations. First, Courtside should provide a firm financial commitment for the proposed SBA loan. A term sheet is not sufficient for this purpose. Second, Courtside should be required to demonstrate that it has raised the equity capital of \$1.8 million as included in their financing plan. Third, FC recommends that the City insists that Courtside increases its equity investment to bring its working capital to \$1 million. We also raised concerns over Courtside's lack of operational experience, which is partly why we recommended the increase in equity to bring working capital to \$1 million.

You shared Courtside's response with me and inquired whether it satisfied my concerns. The short answer is no. First, Courtside did not commit to bringing in an experienced operator for the project and continued to opt to use advisors to assist Courtside in launching and operating the facility. Second, Courtside argues that my "recommendation to increase working capital to \$1 million represents a conservative safeguard, not a functional shortfall" this is incorrect. Courtside counts \$460,000 of the construction budget contingency as working capital. This is incorrect and overstates the available working capital. In addition, Courtside claims it can raise \$150,000 in pre-opening revenue from pop up events. This is no substitute for the additional equity investment I have recommended in light of Courtside's lack of operational experience and the underfunding of capital needed for a new venture of this type.

Sincerely,

Hank Fishkind

Hank Fishkind, Ph.D.
President

 Digitally signed by Hank Fishkind
Date: 2025.11.13 10:47:16 -05'00'



BLUEMARK VALUATION ADVISORS
APPRAISAL SOLUTIONS



Appraisal of Real Estate Property

Temple Terrace Lots

N 56th Street
Temple Terrace, Florida 33617

Prepared For:

City of Temple Terrace
Attn. Carlos Baia
City Manager
11250 N. 56th Street,
Temple Terrace, FL 33617

Effective Date of Appraisal:

October 3, 2025

Inspection Date of Appraisal:

October 3, 2025

Report Date:

October 16, 2025

Prepared By

Victor A. Torres, MAI
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BLUEMARK VALUATION ADVISORS
APPRAISAL SOLUTIONS



A Vacant 1.75± Gross Acre Commercial Land

Our File Number: BR25-230



October 16, 2025

Carlos Baia
City Manager
City of Temple Terrace
11250 N. 56th Street
Temple Terrace, FL 33617

RE: Appraisal Report
Temple Terrace Lots
N 56th Street, Temple Terrace, Florida 33617

Bluemark Valuation Advisors File No: BR25-230

Mr. Baia:

Bluemark Valuation Advisors is proud to present the appraisal that satisfies the agreed upon scope of work with the City of Temple Terrace. Intended users include the City of Temple Terrace and professionals assisting the client in matters related to the intended use. The intended use of this appraisal is to assist the client in making internal business decisions related to this asset.

The subject property is a vacant commercial land located along the east side of N 56th Street, just south of Bullard Parkway in Temple Terrace, Hillsborough County, Florida.

The subject's site consists of 13 individual adjoining lots with a combined area of approximately 76,167 square feet, or 1.75 gross acres. The site features level topography and a generally rectangular configuration with adequate frontage along North 56th Street. The property is zoned General Commercial (GC) and has a future land use designation of Downtown Mixed Use-35 (DMU-35), which is intended to support redevelopment of the City's downtown core by fostering higher-density, pedestrian-friendly, mixed-use environments while eliminating blight and outdated development patterns.

Given its location within the Community Redevelopment Area (CRA) and DMU-35 designation, the site benefits from flexible development potential that encourages a mixture of commercial, office, residential, and civic uses within a walkable, urban framework. The designation allows residential densities of up to 35 dwelling units per gross acre and a maximum Floor Area Ratio (FAR) of 4.5, providing opportunities for mid-rise or mixed-use infill projects combining retail, office, and multifamily components. The CRA overlay also offers potential redevelopment incentives, including regulatory flexibility and design assistance, aimed at revitalizing underutilized parcels and enhancing the economic vitality of the downtown area. However, development is subject to the City's adopted CRA design guidelines, which emphasize architectural compatibility, pedestrian orientation, shared access, and transitions to adjacent residential neighborhoods. Uses oriented primarily toward automobiles (such as gas stations, auto repair, and vehicle sales) are discouraged, while industrial, warehouse, and heavy commercial uses are not permitted within the DMU-35 framework. Consequently, any redevelopment of the subject property should focus on integrated commercial or mixed-use concepts that complement the City's downtown vision while conforming to applicable design and compatibility standards.

The purpose of this appraisal is to develop an opinion of the As-Is Market Value (Fee Simple Estate). The following table conveys the final opinion of value that is developed in this appraisal:



MARKET VALUE CONCLUSION				
VALUATION SCENARIO	INTEREST APPRAISED	EXPOSURE TIME	EFFECTIVE DATE	VALUE
As-Is Market Value	Fee Simple Estate	9 to 12 Months	October 3, 2025	\$1,445,000

This report conforms to the current Uniform Standards of Professional Appraisal Practice (USPAP). It presents a summary of the data, and analyses that were used in the appraisal process to develop our opinions of value.

Extraordinary Assumptions

No Extraordinary Assumptions were made for this assignment.

Hypothetical Conditions

No Hypothetical Conditions were made for this assignment.

The information provided within this appraisal is based on market data available at this juncture (date of value and date of the report). However, due to the significant uncertainty in property and capital markets, as well as the rapid unfolding of this event, it is indeterminable for the appraiser to quantify and assess the impact that this outbreak has had/or will have on real estate property values. Values and incomes may change more quickly and significantly than during more typical market conditions. It should be emphasized that the results of this appraisal analysis and the value conclusions reported herein are based on the effective date of the appraisal and the appraiser makes no representation as to the effect on the subject property of any unforeseen event subsequent to the effective date.

It has been a privilege to assist you in this appraisal assignment. If you have any questions concerning the analysis or the report, or if we can be of further service, feel free to contact me.

Respectfully Submitted,

BLUEMARK VALUATION ADVISORS

Victor A. Torres, MAI
Principal/Appraiser
Certified General Real Estate Appraiser
Florida License No. RZ3912
Expiration Date 11/30/2026
727-337-6390
info@tampavaluation.com

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CERTIFICATION

We certify that, to the best of our knowledge and belief:

- ▶ The statements of fact contained in this report are true and correct.
- ▶ The reported analyses, opinions, and conclusions of the signers are limited only by the reported assumptions and limiting conditions, and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- ▶ The signers of this report has no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- ▶ Victor A. Torres, MAI has performed no services, specifically as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- ▶ The signers are not biased with respect to the property that is the subject of this report or to the parties involved with this assignment.
- ▶ The engagement in this assignment was not contingent upon developing or reporting predetermined results.
- ▶ The compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- ▶ The reported analysis, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the *Code of Professional Ethics and Standards of Professional Appraisal Practice* of the Appraisal Institute, and the *Uniform Standards of Professional Appraisal Practice (USPAP)*, as set forth by the Appraisal Standards Board of the Appraisal Foundation.
- ▶ Victor A. Torres, MAI inspected the property that is the subject of this report.
- ▶ Chris Weeks provided significant real property appraisal assistance to the appraisers signing the certification.
- ▶ The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- ▶ As of the date of this report, Victor A. Torres, MAI has completed the continuing education program for Designated Members of the Appraisal Institute.



Victor A. Torres, MAI
Certified General Real Estate Appraiser
Florida License No. RZ3912
Expiration Date 11/30/2026

PROPERTY IDENTIFICATION

Name	Temple Terrace Lots
Property	Land - Commercial
Address	N 56th Street
City, State Zip	Temple Terrace, Florida 33617
County	Hillsborough County
MSA	Tampa-St. Petersburg-Clearwater, FL MSA
Market / Submarket	Tampa / Northeast Tampa
Geocode	28.03053,-82.39304
Census Tract	12-057-010600

SITE DESCRIPTION

Number of Parcels	13	
Assessor Parcel Numbers	T-22-28-19-A9B-000003-00001.0, T-22-28-19-A9B-000003-00002.0, T-22-28-19-A9B-000003-00003.0, T-22-28-19-A9B-000003-00004.0, T-22-28-19-A9B-000003-00005.0, T-22-28-19-A9B-000003-00006.0, T-22-28-19-A9B-000003-00007.0, T-22-28-19-A9B-000003-00008.0, T-22-28-19-A9B-000003-00009.0, T-22-28-19-A9B-000003-00010.0, T-22-28-19-A9B-000003-00011.0, T-22-28-19-A9B-000003-00012.0 and T-22-28-19-A9B-000003-00013.	
Land Area	<u>Square Feet</u>	<u>Acres</u>
Usable	76,167	1.75
Total	76,167	1.75
Zoning	General Commercial (CG)	
Future Land Use	Downtown Mixed Use-35 (DMU-35)	
Shape	Generally Rectangular	
Topography	Generally Level at street grade	
Flood Zone	Zone X (Unshaded)	
Seismic Zone	Low Risk	

QUALITATIVE ANALYSIS

Site Quality	Average
Site Access	Above Average
Site Exposure	Average
Site Utility	Average

HIGHEST & BEST USE

Proposed Construction	No
As Vacant	Build-to-suit commercial or mixed-use redevelopment consistent with its cg zoning and dmu-35 future land-use designation within the cra

EXPOSURE & MARKETING TIME

Exposure Time	9 to 12 Months
Marketing Time	9 to 12 Months

VALUE CONCLUSION	
VALUATION SCENARIOS	AS-IS MARKET VALUE
Interest	Fee Simple Estate
Exposure Time	9 to 12 Months
Effective Date	October 3, 2025
Cost Approach	Not Presented
Sales Comparison Approach	\$1,445,000
Income Capitalization Approach	Not Presented
FINAL VALUE CONCLUSION	\$1,445,000

Extraordinary Assumptions

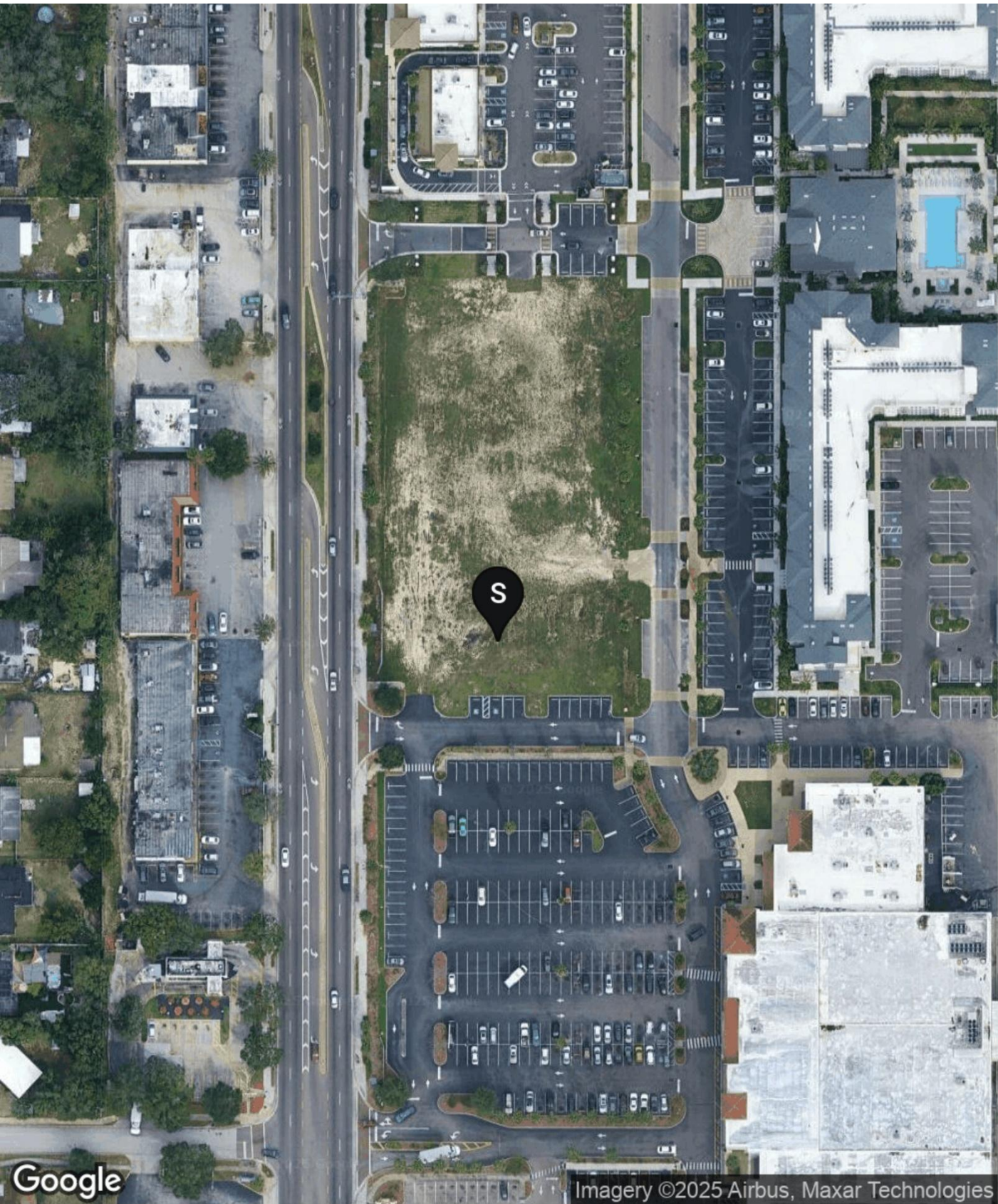
An extraordinary assumption is defined as “an assumption directly related to a specific assignment, as of the effective date of the assignment results, which if found to be false, could alter the appraiser’s opinions or conclusions.”

No Extraordinary Assumptions were made for this assignment.

We assume that all property-specific information provided to us during the appraisal process is accurate as described herein. We reserve the right to review and/or modify our valuation if the information and/or assumption(s) regarding the property’s physical attributes, rent roll, operating posture, property expenses, and other pertinent information provided to us is subsequently found to be materially inaccurate.

Hypothetical Conditions

No Hypothetical Conditions were made for this assignment.



SUBJECT PROPERTY PHOTOGRAPHS



Northerly View of Subject



Northerly View of Subject



Westerly View of Subject



Northerly View of Bertha Palmer Blvd



Easterly View of Subject



Easterly View of Subject



Southerly View of Subject



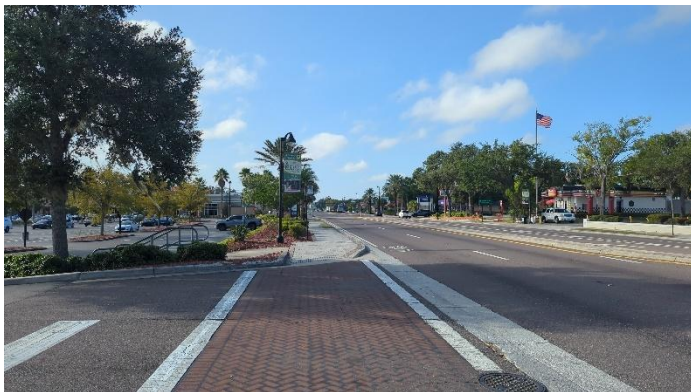
Southerly View of Bertha Palmer Blvd



Westerly View of Subject



Westerly View of Subject



Southerly View of North 56th Street



Northerly View of North 56th Street

Property Identification

The subject property is a vacant commercial land located along the east side of N 56th Street, just south of Bullard Parkway in Temple Terrace, Hillsborough County, Florida.

The assessor parcel numbers are: T-22-28-19-A9B-000003-00001.0, T-22-28-19-A9B-000003-00002.0, T-22-28-19-A9B-000003-00003.0, T-22-28-19-A9B-000003-00004.0, T-22-28-19-A9B-000003-00005.0, T-22-28-19-A9B-000003-00006.0, T-22-28-19-A9B-000003-00007.0, T-22-28-19-A9B-000003-00008.0, T-22-28-19-A9B-000003-00009.0, T-22-28-19-A9B-000003-00010.0, T-22-28-19-A9B-000003-00011.0, T-22-28-19-A9B-000003-00012.0 and T-22-28-19-A9B-000003-00013..

Significant Observation

The subject's site consists of 13 individual adjoining lots with a combined area of approximately 76,167 square feet, or 1.75 gross acres. The site features level topography and a generally rectangular configuration with adequate frontage along North 56th Street. The property is zoned General Commercial (GC) and has a future land use designation of Downtown Mixed Use-35 (DMU-35), which is intended to support redevelopment of the City's downtown core by fostering higher-density, pedestrian-friendly, mixed-use environments while eliminating blight and outdated development patterns.

Given its location within the Community Redevelopment Area (CRA) and DMU-35 designation, the site benefits from flexible development potential that encourages a mixture of commercial, office, residential, and civic uses within a walkable, urban framework. The designation allows residential densities of up to 35 dwelling units per gross acre and a maximum Floor Area Ratio (FAR) of 4.5, providing opportunities for mid-rise or mixed-use infill projects combining retail, office, and multifamily components. The CRA overlay also offers potential redevelopment incentives, including regulatory flexibility and design assistance, aimed at revitalizing underutilized parcels and enhancing the economic vitality of the downtown area. However, development is subject to the City's adopted CRA design guidelines, which emphasize architectural compatibility, pedestrian orientation, shared access, and transitions to adjacent residential neighborhoods. Uses oriented primarily toward automobiles (such as gas stations, auto repair, and vehicle sales) are discouraged, while industrial, warehouse, and heavy commercial uses are not permitted within the DMU-35 framework. Consequently, any redevelopment of the subject property should focus on integrated commercial or mixed-use concepts that complement the City's downtown vision while conforming to applicable design and compatibility standards.

Legal Description

TEMPLE TERRACE DOWNTOWN LOT 1 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 2 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 3 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 4 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 5 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 6 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 7 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 8 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 9 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 10 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 11 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 12 BLOCK 3; TEMPLE TERRACE DOWNTOWN LOT 13 BLOCK 3

Client Identification, Intended Use & Intended Users

The client of this specific assignment is the City of Temple Terrace. The intended use of this appraisal is to assist the client in making internal business decisions related to this asset. Intended users include the City of Temple Terrace and professionals assisting the client in matters related to the intended use.

This report is prepared for the sole use and benefit of the client, City of Temple Terrace. Neither this report nor any information contained herein shall be used or relied upon for any purpose by any person or entity other than the client. The appraiser is not responsible for unauthorized use of this report.

Without written prior approval from the author, the use of this report is limited to internal decision-making. All other uses are expressly prohibited. Reliance on this report by anyone other than the client [or] for a purpose not set forth above, is prohibited. The author's responsibility is limited to the client.

Purpose Effective Date of Appraisal, and Report Date

The purpose of this appraisal is to develop an opinion of the As-Is Market Value (Fee Simple Estate) in the subject property as of October 3, 2025, the effective date of the appraisal. The report date is October 16, 2025.

Personal Property & Business Intangible

There is no personal property (FF&E) included in this valuation. There is not any business or intangible value included in the value conclusion reported herein.

Property And Sales History

Current Owner

The subject title is currently recorded in the name of the City of Temple Terrace who acquired title to the property on December 12, 2014 for the land for \$1,600,000, as recorded in the Hillsborough County Deed Records, Document Number 2014429864. This is a special warranty transaction and included various lots.

As of the effective date, the subject owner does not plan to develop the property as an ALF or medical-related facility. In the interim, they intend to develop a recreational area for the school. No specific timeline or schedule for this interim use was provided.

Three-Year Sales History

According to county records there has been no transfer of ownership for the subject property in the past three years.

We are not aware of any other sale transactions, transfers, listings, pending or recent contracts for sale that have occurred within the last three years. This is based on our interview with the borrower, and a search utilizing Loopnet, CoStar, public records, MLS and various other sources. Given that the noted previous transaction occurred more than three years ago, we have not reconciled this past indication of market value with our current indication of market value reported herein.

Current Listings/Offers/ Contracts

The subject property has been listed for sale since June 2022, totaling 1,226 days on the market, and is being marketed by Florida ROI, represented by Jhon Lochner (360.901-9329) representation. The current asking price is \$2,000,000, or approximately \$26.26 per square foot of land area. According to the seller broker, there have been two offers received during the marketing period.

The first offer, reportedly for \$1,800,000, was made by a developer intending to construct a 55+ affordable housing apartment complex. However, this proposed use was denied by the Temple Terrace Community Redevelopment Agency (CRA) Board, as it was deemed inconsistent with the CRA's development objectives and long-term vision for the site's pedestrian-oriented, commercial, and mixed-use character.

The most recent offer, reportedly for \$1,400,000, is currently under CRA review. The prospective buyer intends to develop the site with a restaurant-bar concept featuring a miniature golf or similar tourism-oriented component. As of the effective date of appraisal, this proposal remains in the approval process.

Based on the reported contract terms and the market value conclusion presented in this report, the most recent \$1,400,000 offer appears reasonably supported by prevailing market conditions. Accordingly, some analytical weight has been given to this pending transaction as a reliable market indicator of value for the subject property

Exposure & Marketing Time

The following information is used to estimate exposure time and marketing time for the subject:

EXPOSURE & MARKETING TIME			
SOURCE	YEAR/QUARTER	MONTHS RANGE	AVERAGE
Land Sales		0.9 to 194.8	41.2
General Trend		6.0 to 9.0	7.5
OVERALL AVERAGE			24.4
Exposure Period Conclusion			9 to 12 Months
Marketing Time Conclusion			9 to 12 Months
Most Probable Buyer			Local Developer

Exposure Time

The exposure time is defined as: *“The estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal. Exposure time is a retrospective opinion based on an analysis of past events, assuming a competitive and open market.”* Exposure time is therefore interrelated with the appraisal conclusion of value.

An estimate of exposure time is not intended to be a prediction of date of sale or a simple one-line statement. Instead, it is an integral part of the appraisal analysis and is based on one or more of the following:

- statistical information about days on the market
- information gathered through sales verification
- Interviews of market participants.

The reasonable exposure period is a function of price, time, and use. It is not an isolated estimate of time alone. Exposure time is different for various types of real estate and under various market conditions.

In consideration of these factors, we may have analyzed the following:

- Exposure periods of comparable sales revealed during the course of this appraisal;
- Knowledgeable real estate professionals.

An exposure time of 9 to 12 months appears to be reasonable and appropriate for the subject property. This is based on conversations with real estate professionals familiar with this market area. This exposure time assumes the subject would have been competitively priced and aggressively promoted within the market area.

Marketing Time

The marketing time is defined as: *“An opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value level during the period immediately after the effective date of an appraisal. Marketing time differs from exposure time, which is always presumed to precede the effective date of an appraisal.”*

A marketing time of 9 to 12 months appears to be reasonable and appropriate for the subject property. This is based on conversations with real estate professionals familiar with this market area.

Competency of Appraiser

The appraisers' specific qualifications are included in this report. These qualifications serve as evidence of their competence for the completion of this appraisal assignment in compliance with the competency provision contained within the Uniform Standards of Professional Appraisal Practice as promulgated by the Appraisal Standards Board of the Appraisal Foundation. The appraisers' knowledge and experience, combined with their professional qualifications, are commensurate with the complexity of this assignment based on the following:

- Professional experience
- Educational background and training
- Business, professional, academic affiliations, and activities

The appraiser has previously provided consultation and value estimates for commercial properties. The appraiser has also completed appraisal assignments for a wide variety of properties including commercial, industrial, and residential uses.

Scope of Work

The scope of the assignment relates to the extent and means by which research is conducted, data is gathered, and analysis is applied, all based upon the following problem-identifying factors elsewhere in this report. It involved inspections of the market area, the subject property, and comparable market data. Specific property research regarding the subject property's market area was analyzed concerning location-specific, physical, economic, and various other relevant characteristics. The subject property's specific information was researched and analyzed, based on information provided by our client, and obtained from public records. Information concerning comparables was obtained from Costar, trade publications, brokers active in the market area, and public records, which aided in the development of the highest and best use as vacant. We have analyzed listings and closed transactions to identify the most relevant set of comparables to represent the subject property.

Based on the highest and best use analysis, the Sales Comparison Approach was deemed appropriate and is the only approach to value utilized herein.

The Sales Comparison Approach provides a reliable indication of value based on comparables in relatively active markets. We researched the specific market area defined for the subject for similar properties. The sales and listings selected were considered competitive. The selected sales were considered the most competitive available. An analysis utilizing the estimated price per SF of land area was performed.

Assistance Provided

Chris Weeks provided real property appraisal assistance to the appraisers signing this certification. Assistance provided includes miscellaneous administrative assistance, such as file and exhibit preparation, as well as data entry relating to area descriptions and other routine front-half related duties.

Sources of Information

The following sources were contacted to obtain relevant information:

INFORMATION PROVIDED

Property Assessment & Tax	Hillsborough County Assessor
Zoning & Land Use Planning	City of Temple Terrace Zoning
Site Size	Hillsborough County Assessor
Building Size	Hillsborough County Assessor
Supply & Demand	CoStar
Flood Map	FEMA
Demographics	STDB On-Line
Comparable Information	MLS Public Records Confirmed by Local Agents
Legal Description	Not Provided
Purchase & Sale Document	Not Provided
Building Plans/Specs	Not Provided
Title	Not Provided
Phase I Environmental Report	Not Provided
Lease Documents	Not Provided
Boundary Survey	Client
Land Disposal Map	Client

Subject Property Inspection

PROPERTY INSPECTION

APPRAISER	INSPECTED	EXTENT	DATE	ROLE
Victor A. Torres, MAI	Yes	Site	October 3, 2025	Primary Appraiser
Chris Weeks	No	Site	October 3, 2025	Researcher

Definition of Market Value

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably, and assuming that the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and acting in what they consider their own best interests;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in United States dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.¹

Property Rights Appraised

Fee Simple Interest

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power and escheat.²

Value Scenarios

As-Is Market Value

The estimate of the market value of real property in its current physical condition, use, and zoning as of the appraisal date.³

¹ Office of Comptroller of the Currency (OCC), Title 12 of the Code of Federal Regulation, Part 34, Subpart C -Appraisals, 34.42 (g); Office of Thrift Supervision (OTS), 12 CFR 564.2 (g); This is also compatible with the FDIC, FRS and NCUA definitions of market value.

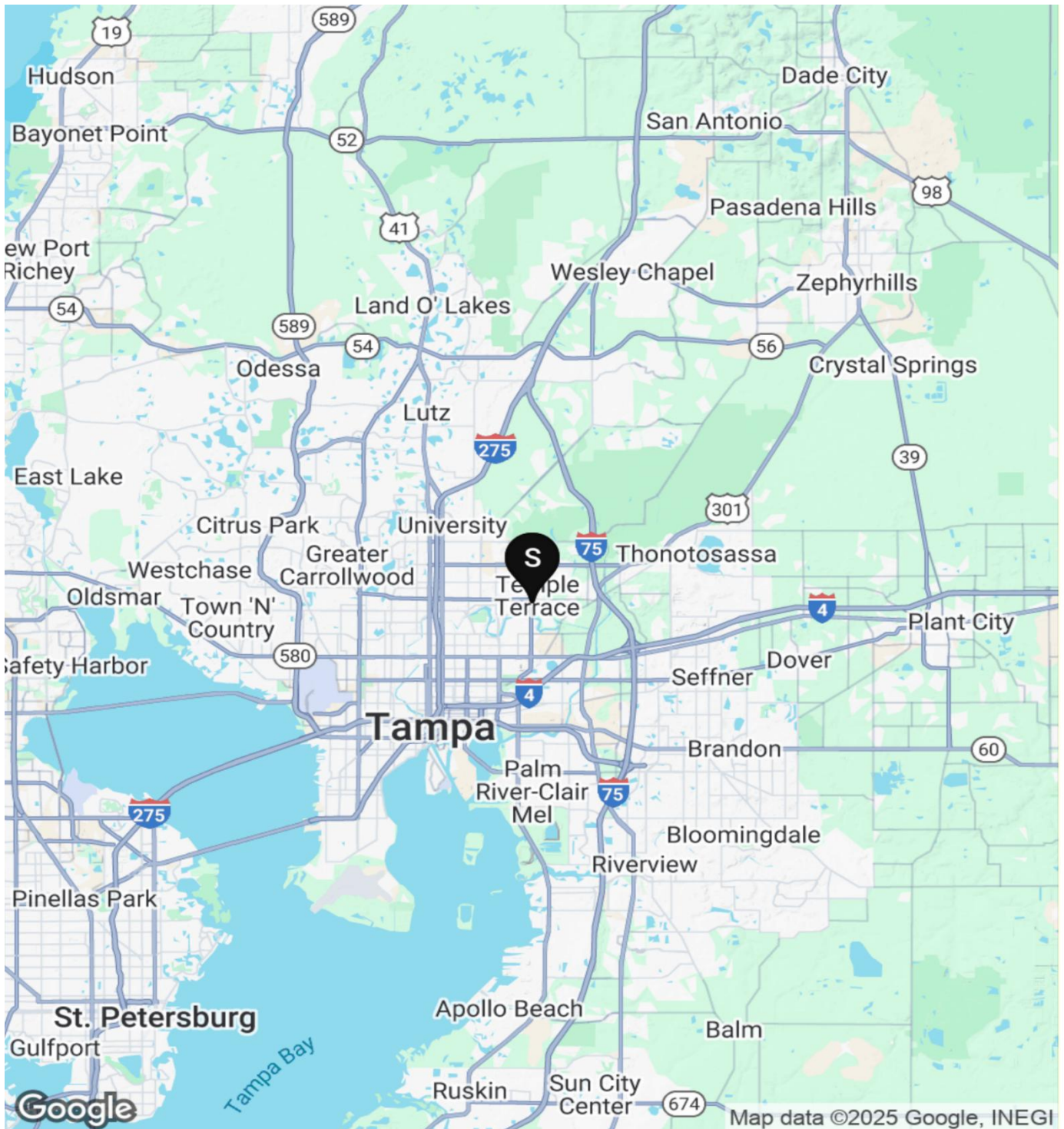
² The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, Chicago, Illinois, 2022

³ The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, Chicago, Illinois, 2022

Regional Overview

Regional data for the State of Florida has been retained in our files.

Regional Map



Market Overview

In this section, market conditions which influence the subject property are analyzed. An overview of Retail (includes healthcare, skilled nursing, and similar building types) supply and demand conditions for the Tampa market and the Northeast Tampa submarket is presented. Key supply and demand statistics for the most recent quarter, last year and historical averages over the past 5 years are summarized in the tables below.

RETAIL MARKET AND SUBMARKET DATA SUMMARY (5 YEARS)					
INVENTORY SUPPLY (SF)				VACANCY (%)	
QTR	YEAR	MARKET	SUBMARKET	MARKET	SUBMARKET
Q3	2025	175,312,104	10,694,320	3.5%	3.0%
Q2	2025	175,232,536	10,736,536	3.4%	3.2%
Q1	2025	175,175,944	10,736,536	3.3%	3.1%
Q4	2024	174,900,169	10,736,536	3.0%	3.0%
	2024	174,900,169	10,736,536	3.0%	3.0%
	2023	174,093,647	10,747,485	3.2%	3.2%
	2022	173,539,136	10,742,343	3.1%	2.4%
	2021	172,814,824	10,689,538	3.7%	3.6%
	2020	172,201,850	10,809,141	4.3%	5.7%
RENT \$/SF				NET ABSORPTION (SF)	
QTR	YEAR	MARKET	SUBMARKET	MARKET	SUBMARKET
Q3	2025	\$23.16	\$23.31	41,876	(15,555)
Q2	2025	\$22.92	\$22.06	(318,475)	(53,457)
Q1	2025	\$23.20	\$21.51	(128,306)	(10,596)
Q4	2024	\$22.66	\$21.81	156,248	43,777
	2024	\$22.66	\$21.81	1,005,984	11,400
	2023	\$21.69	\$22.03	378,826	(84,415)
	2022	\$18.92	\$18.59	1,769,577	181,998
	2021	\$17.25	\$17.93	1,597,016	111,592
	2020	\$16.56	\$15.79	(173,047)	(566,818)

Source: CoStar Property®

Retail availability in Tampa has hovered around all-time lows for the past two years, but national-level bankruptcies and store closures are bringing new spaces to the market in 2025.

Population growth and an expanding consumer base have fueled Tampa's retail demand over the past several years. Prior to 2021, retail availability in Tampa hadn't been below 5% since 2007. The market's population has increased by 280,000 people over the past five years, fueling near all-time high retail demand.

The region's availability rate has been below 4% since 2022, and market participants believe that availability in well-maintained centers in prime locations boasts a collective availability rate closer to 1%. However, availability has ticked higher over the course of this year and is expected to continue to do so over the near term. New spaces are coming to the market as national brands have filed for or are expected to file for bankruptcy and close stores.

Retailers like Macy's, Big Lots, Conn's, and Party City have put several spaces on the market over the past six months. While the new spaces have slightly increased the market's availability rate, market participants believe these new availabilities have created opportunities for landlords and prospective tenants.

On the landlord's side, many of these bankruptcies provide the opportunity to improve the quality of the tenant base as well as bring rents up to market. Tampa has been a leader in the US for retail rent growth, with rents increasing 35% over the past five years to a market average of \$27.00SF on a triple net basis.

For tenants, retail space on desirable corridors has been difficult to find over the past several years. Many of Tampa's largest leases over the past year have been for build-to-suits. New spaces provide opportunities for prospective tenants

to lease and enter or expand into the market more quickly and with the correct specifications, like drive-thru and modern build-outs.

The current pipeline will do little to satisfy tenant demand, as only 610,000 SF is under construction, a considerable portion of which is build-to-suits. Land and construction costs, coupled with a prolonged entitlement timeline, have made new stand-alone retail development difficult to pencil in the Tampa region. While new ground-up retail development is rare, there are several redevelopments in the early stages, with retail components expected to break ground in the coming years.

Tampa's retail market is likely to continue to see availability rates hover around the record-low levels it has seen over the past few years. There is essentially no speculative construction that would put upward pressure on the market's availability.

The Northeast Tampa retail submarket has a vacancy rate of 2.4% as of the fourth quarter of 2025. Over the past year, the submarket's vacancy rate has changed by -0.5%, a result of -42,000 SF of net delivered space and -20,000 SF of net absorption.

Northeast Tampa's vacancy rate of 2.4% compares to the submarket's five-year average of 3.1% and the 10-year average of 4.0%.

Among the retail subtypes, neighborhood center vacancy stands at 2.5%, power centers have no vacancy, strip center vacancy is 2.0%, mall vacancy is 5.0%, and general retail vacancy is 2.0%. The Northeast Tampa retail submarket has roughly 370,000 SF of space listed as available, for an availability rate of 2.8%.

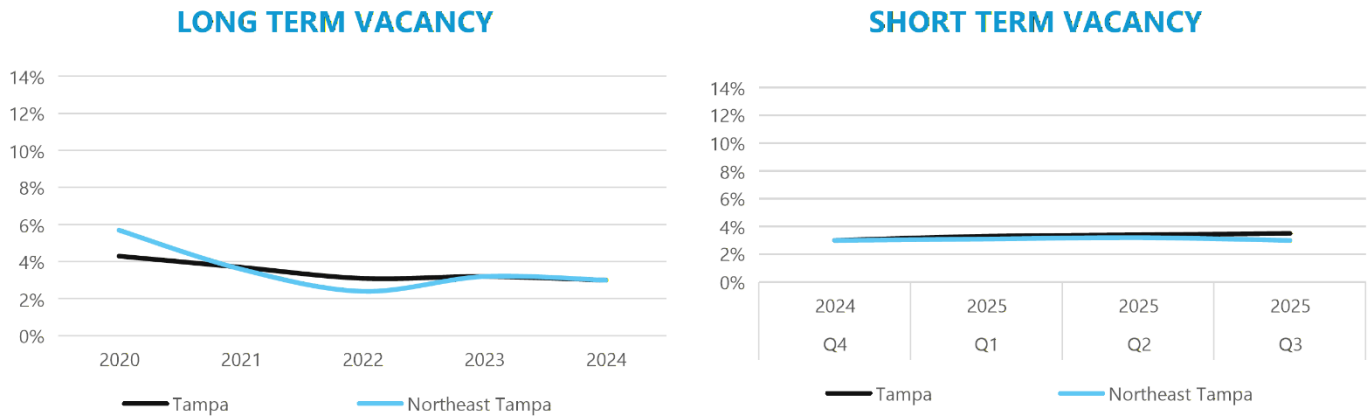
As of the fourth quarter of 2025, there is 24,000 SF of retail space under construction in Northeast Tampa. In comparison, the submarket has averaged 50,000 SF of under construction inventory over the past 10 years.

The Northeast Tampa retail submarket contains roughly 13.2 million SF of inventory. The submarket has approximately 3.9 million SF of neighborhood center inventory, 200,000 SF of power center inventory, 1.3 million SF of strip center inventory, 1.1 million SF of mall inventory, and 6.6 million SF of general retail.

Market rents in Northeast Tampa are \$25.00/SF. Rents have changed by 4.8% year-over-year in Northeast Tampa, compared to a change of 4.9% across Tampa as a whole. Market rents have changed by 5.4% in neighborhood center properties year over year, 6.8% in power center properties, 4.6% in strip center properties, 4.4% in mall properties, and 4.6% in general retail properties. Annual rent growth of 4.8% in Northeast Tampa compares to the submarket's five-year average of 6.3% and its 10-year average of 5.5%

Vacancy

The following tables provide visual illustration of the long term and short term Retail vacancy for the Tampa market and the Northeast Tampa submarket.



Sales

The Tampa retail market is one of the top regions in Florida for transaction activity, recording roughly \$1.4 billion in sales volume over the past year. Most retail sales transactions were single-tenant, triple-net investments for under \$5 million over the past year. There have been a few larger trades, including some that could turn into future retail redevelopment opportunities.

New York-based Brixmor purchased Britton Plaza along Dale Mabry Highway in South Tampa in November 2024 for \$60.5 million (\$130/SF). The 31-acre parcel includes a seven-property 460,000-SF retail center. In June 2025, Brixmor released renderings and conceptual plans on how the new Britton Plaza could look.

There has been an acceleration in transaction activity over \$10 million so far this year, with 11 trades, compared to four over the same period last year. For example, Toronto-based Automotive Properties REIT purchased a Rivian sales and service center as a triple net investment along Dale Mabry Highway in Westshore for \$13 million, \$523/SF, at a 6.7% cap rate. The tenant signed a 10-year lease that commenced in 2023.

There were over 575 retail transactions over the trailing 12-month period for under \$5 million, with most buyers being out-of-market private investors. Pricing for these transactions typically averaged around \$270/SF but ranged widely based on age and tenant quality.

For instance, retail properties that were built in the past two years had an average sale price of \$650/SF and typically had cap rates in the low- to mid-5s. For example, a 2023-built Habit Burger sold in June for \$1,000/SF and a 5.4% cap rate. In contrast, retail properties over five years old had an average sale price of \$250/SF and cap rates generally in the 6% to 8% range.

Market participants note that retail has become a preferred asset class in the Tampa region, with investors showing interest at nearly every price point. Tampa's retail fundamentals have been and will likely remain strong. Population growth has been a main driver of retail demand, and the region is consistently one of the top areas people are moving to. These factors point to continued retail investment in the region over the near- and mid-term.

Over the past year, 70 retail properties traded in Northeast Tampa, accounting for 570,000 SF of inventory turnover. Retail sales volume in Northeast Tampa has totaled \$69.8 million over the past year. Average annual sales volume over the past five years is \$87.9 million and \$89.5 million over the past 10 years.

Estimated retail market pricing in Northeast Tampa is \$287/SF compared to the market average of \$275/SF. Average market pricing for Northeast Tampa is estimated at \$230/SF for neighborhood center properties, \$210/SF for power center properties, \$280/SF for strip center properties, \$260/SF for mall properties, and \$330/SF for general retail properties. The estimated market cap rate for Northeast Tampa retail is 6.5% compared to the market average of 6.6%.

Tampa MSA Economy

The Tampa region has experienced rapid growth in recent years, attracting both people and businesses. It has become one of Florida's top destinations, fueling a strong local economy. Now the second most populous market in the state, Tampa, is home to over 3.4 million residents, an increase of 280,000 over the past five years. Several counties in the region consistently rank among Florida's top ten for population growth. Hillsborough and Pasco counties collectively added 50,000 residents between 2023 and 2024, according to the U.S. Census. In contrast, Pinellas County has seen population decline for two consecutive years.

However, net migration to the region has slowed considerably since the 2022 peak as state-to-state and international migration have moderated. Despite this, Tampa continues to outpace the national average population growth rate and consistently ranks among the top 15 US markets for population growth.

The region continues to attract retirees, with the 65+ age cohort leading the region in population growth over the past year. Employment age cohorts of 20 to 34 and 35 to 49 also contribute a considerable amount to the region's population growth, with both age cohorts outpacing the national average.

Corporate expansions into Tampa have slowed, but the region remains a top target for companies. Foot Locker signed a 100,000 SF lease in Pinellas County for its new headquarters, relocating from New York. GEICO committed to a 190,000 SF lease to open a hub and hire 1,000 employees. Return-to-office mandates have also helped, with JP Morgan Chase renewing 105,000 SF, despite downsizing, it was expected to vacate.

These firms have joined others like Pfizer and MUFG Bank, which have opened regional offices, especially in Westshore and Downtown Tampa. While office-sector job growth has slowed, Tampa's diverse economy shields it from industry-specific layoffs. Unlike Orlando, Tampa's economy remained resilient during the pandemic.

Industrial users continue targeting Tampa to access its growing population. City Furniture, Lowe's, and Target have all opened million SF-plus distribution centers. Though growth has moderated, Tampa remains a top expansion market.

Education and health services are expanding industries in Tampa, consistently leading the employment growth market. The University of South Florida anchors the region, alongside expanding hospital groups like BayCare, AdventHealth, and Tampa General Hospital.

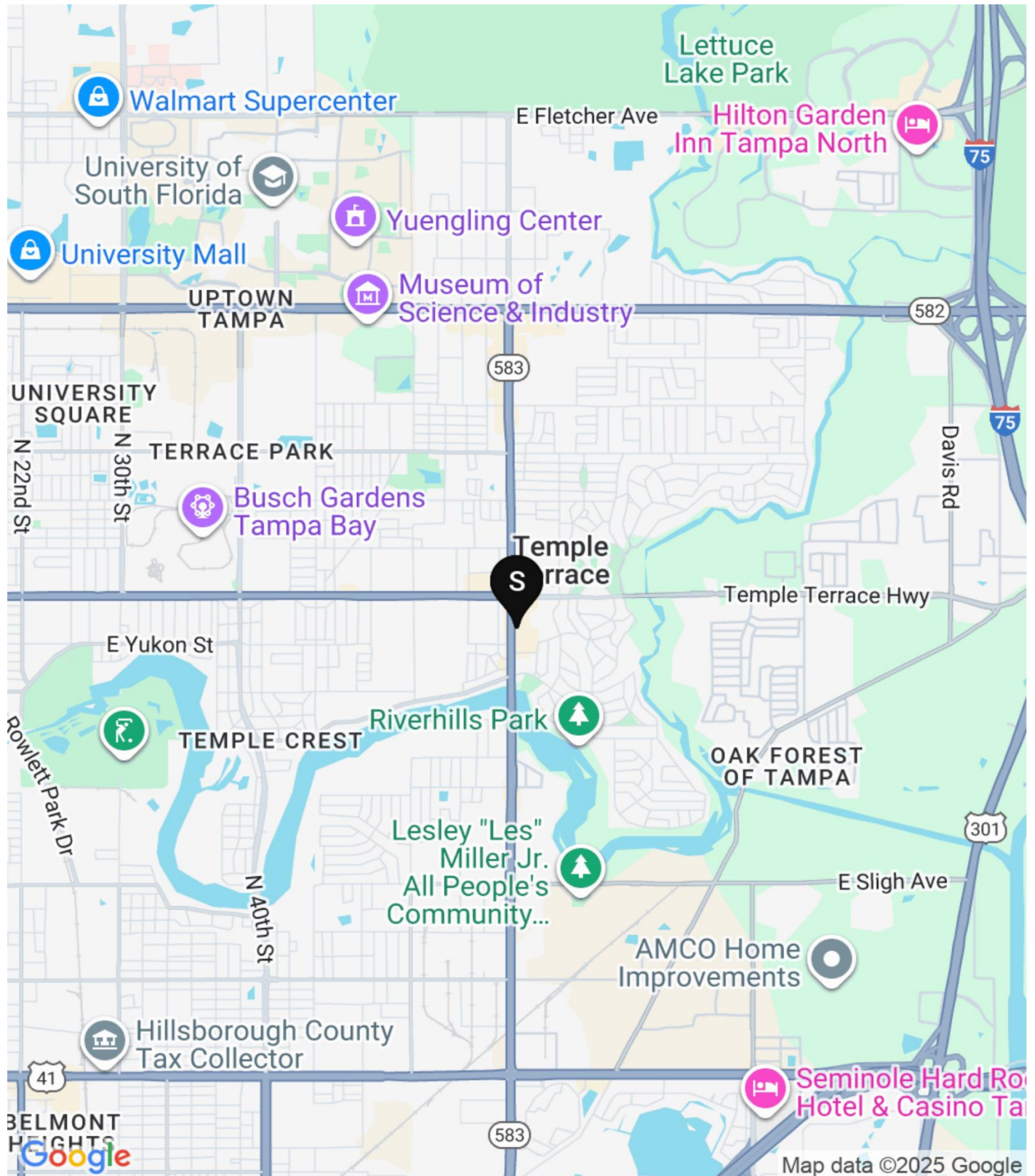
Market Analysis Conclusion

The Fort Myers retail market remains stable, with a low availability rate of 4.2% and limited new supply due to rising construction costs and tight lending conditions. Demand is driven by grocery, fitness, and value retailers, particularly in coastal and tourist areas where rents exceed the \$23/SF market average. Investment activity has been steady, with pricing averaging \$250/SF and cap rates around 6.7%. Overall, market conditions support continued viability for commercial or mixed-use development at the subject site.

Local Area Analysis

The subject property is located in the Temple Terrace area of the Northeast Tampa submarket. The immediate area of the subject is characterized by residential and commercial uses in the surrounding area.

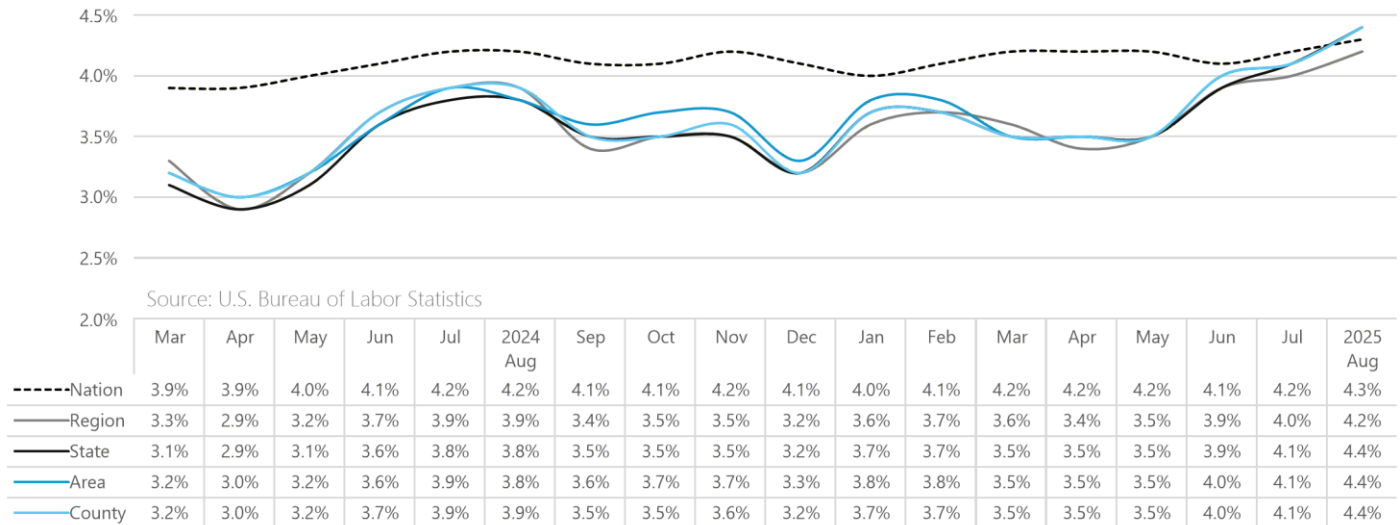
Local Market Area Map



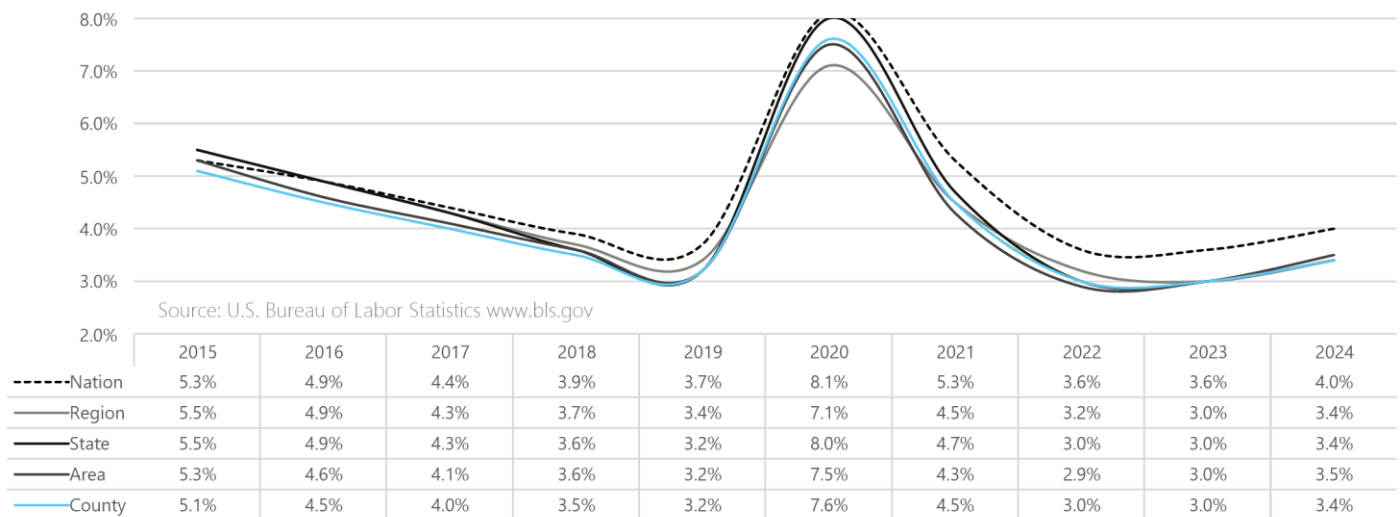
Unemployment

The following graphs chart the trailing 18 months and trailing 10 years unemployment rate for the United States, South Atlantic Division, Florida, Tampa-St. Petersburg-Clearwater, FL MSA, and Hillsborough County.

MONTHLY UNEMPLOYMENT RATE (18 MONTHS)



ANNUAL UNEMPLOYMENT RATE (10 YEARS)



Employment

The following chart shows the trailing 10 years employment for the state of Florida, Tampa-St. Petersburg-Clearwater, FL MSA, and Hillsborough County.

STATE & REGIONAL EMPLOYMENT						
YEAR	STATE	% CHG.	AREA	% CHG.	COUNTY	% CHG.
2015	9,067,636	2.0%	1,363,883	2.0%	653,452	2.4%
2016	9,313,287	2.6%	1,405,779	3.0%	674,832	3.2%
2017	9,545,001	2.4%	1,434,272	2.0%	686,434	1.7%
2018	9,731,497	1.9%	1,459,404	1.7%	696,031	1.4%
2019	9,923,974	1.9%	1,491,460	2.1%	711,261	2.1%
2020	9,249,303	(7.3%)	1,424,666	(4.7%)	679,681	(4.6%)
2021	9,813,713	5.8%	1,509,061	5.6%	716,459	5.1%
2022	10,378,726	5.4%	1,594,683	5.4%	755,586	5.2%
2023	10,704,831	3.0%	1,641,232	2.8%	777,140	2.8%
2024	10,781,312	0.7%	1,643,291	0.1%	782,188	0.6%
CAGR	1.9%	-	2.1%	-	2.0%	-

Source: U.S. Bureau of Labor Statistics www.bls.gov

Demographics - The following information reflects the demographics for the subject's area.

LOCAL AREA DEMOGRAPHICS							
DESCRIPTION	1 MILE	3 MILE	5 MILE	DESCRIPTION	1 MILE	3 MILE	5 MILE
POPULATION TOTAL				HOUSEHOLDS			
2010 Census	16,232	90,694	223,522	2010 Census	6,927	34,114	87,608
2020 Census	17,692	101,865	255,231	2020 Census	7,423	37,171	97,765
2025 Estimate	18,499	105,465	265,533	2025 Estimate	7,767	38,194	101,822
2030 Projection	19,251	108,534	276,042	2030 Projection	8,082	39,438	106,194
Δ 2010-2020	8.99%	12.32%	14.19%	Δ 2010-2020	7.16%	8.96%	11.59%
Δ 2020-2025	4.56%	3.53%	4.04%	Δ 2020-2025	4.63%	2.75%	4.15%
Δ 2025-2030	4.07%	2.91%	3.96%	Δ 2025-2030	4.06%	3.26%	4.29%
Total Daytime Population	15,557	132,821	297,266	HOUSEHOLDS BY INCOME (2025 ESTIMATE)			
HOUSING UNITS				<\$15,000	14.7%	13.9%	16.7%
Total (2025 Estimate)	8,258	40,773	109,721	\$15,000 - \$24,999	12.2%	8.5%	9.1%
Owner Occupied	30.0%	40.1%	36.7%	\$25,000 - \$34,999	10.0%	9.4%	9.3%
Renter Occupied	64.0%	53.5%	56.1%	\$35,000 - \$49,999	14.1%	14.7%	13.2%
Vacant Housing Units	5.9%	6.3%	7.2%	\$50,000 - \$74,999	16.8%	20.1%	18.5%
Total (2030 Projection)	8,616	42,270	114,361	\$75,000 - \$99,999	12.6%	13.1%	12.8%
Owner Occupied	32.5%	42.6%	39.0%	\$100,000 - \$149,999	10.3%	12.2%	11.9%
Renter Occupied	61.3%	50.7%	53.9%	\$150,000 - \$199,999	4.1%	4.1%	4.2%
Vacant Housing Units	6.2%	6.7%	7.1%	\$200,000+	5.2%	4.0%	4.4%
AVERAGE HOUSEHOLD INCOME				AVERAGE HOUSEHOLD SIZE			
2025 Estimate	\$70,063	\$70,738	\$70,379	2025 Estimate	2.33	2.54	2.47
2030 Projection	\$79,144	\$79,450	\$79,810	2030 Projection	2.33	2.54	2.47
Δ 2025-2030	12.96%	12.32%	13.40%	Δ 2025-2030	0.00%	0.00%	0.00%
MEDIAN HOUSEHOLD INCOME				MEDIAN HOME VALUE			
2025 Estimate	\$48,802	\$54,027	\$51,998	2025 Estimate	\$363,810	\$325,076	\$323,593
2030 Projection	\$57,594	\$62,151	\$60,693	2030 Projection	\$455,537	\$398,719	\$405,024
Δ 2025-2030	18.02%	15.04%	16.72%	Δ 2025-2030	25.21%	22.65%	25.16%
PER CAPITA INCOME				AVERAGE HOME VALUE			
2025 Estimate	\$29,966	\$26,044	\$27,191	2025 Estimate	\$418,374	\$375,381	\$375,165
2030 Projection	\$33,764	\$29,294	\$30,886	2030 Projection	\$519,560	\$490,270	\$485,923
Δ 2025-2030	12.67%	12.48%	13.59%	Δ 2025-2030	24.19%	30.61%	29.52%

Source: Sites To Do Business Online

Population

The estimate provided by ESRI for the current 2025 population within the subject neighborhood's 3 mile radius is 105,465, representing a 3.53% change since 2020. ESRI's 2020 population estimate for the subject's 5 mile radius is 265,533, which represents a 4.04% change since 2020.

Looking forward, ESRI estimates that the population within the subject neighborhood's 3 mile radius is forecasted to change to 108,534 by the year 2030. As for the broader area, ESRI forecasts that the population within the subject's 5 mile radius will change to 276,042 over the next five years. The population estimates for the next five years within the subject's 5 mile radius represent a 3.96% change, as well as a 4.07% change within the subject's 1 mile radius for the same period.

Households

The estimates provided by ESRI indicate that the number of households within the subject neighborhood's 3 mile radius is 38,194, which is a 2.75% change since 2020. Within the subject's broader 5 mile radius, ESRI estimates that the number of households is 101,822, a 4.15% change over the same period of time.

By the year 2030, the estimates provided by ESRI indicate that the number of households within the subject neighborhood's 3 mile radius will change by 3.26% to 39,438 households. Additionally, ESRI's estimate for total households over the next five years within the subject's broader 5 mile radius indicates an expected change of 4.29% which will result in a total household estimate of 106,194.

Looking back, the number of households in the subject neighborhood's 3 mile radius changed 8.96% during the ten-year period of 2010 to 2020. Since then it has changed by 2.75%.

Income

Income estimates provided by ESRI for the subject neighborhood's 3 mile radius indicate that the median household income is \$54,027 and that the average household income is \$70,738. Further, the estimates provided by ESRI indicate that, for the subject's broader 5 mile radius the median household income is \$51,998, and the average household income is \$70,379. Given that there are reportedly 101,822 households in the subject's 5 mile radius, it is estimated that the local effective buying income is around \$7,166,130,538.

Surrounding Land Uses

The following tables and maps highlight the relevant development in and around the subject.

LOCAL AREA OFFICE - ONE-MILE RADIUS				
CLASS	RBA	YEAR BUILT	PERCENT LEASED	PROPERTIES
A	0 SF	-	-	0
B	846,474 SF	1997	94.8	31
C	424,404 SF	1981	85.9	44
TOTAL	1,270,878 SF	1992	91.8	75

Source: CoStar



PIN	NAME	ADDRESS, CITY	DIST TO SUBJ	RBA	BUILT	CLASS	%LEASED
A	Moffit Cancer Center Bldg B	10902 McKinley Dr, Tampa	1.9 mi	302,910	2009	B	100
B		5901 E Fowler Ave, Tampa	1.6 mi	84,227	1991	B	100
C	Woodmont Charter School	10402 N 56th St, Temple Terrace	0.9 mi	65,939	1972	B	100
D	Building E	10770 N 46th St, Tampa	1.7 mi	50,683	1987	B	49.52
E	University Center IV	10421 University Center Dr, Tampa	1.9 mi	49,386	2002	B	100
F	University Center II	10441 University Center Dr, Tampa	2.0 mi	48,090	1996	B	100
G	Temple Terrace Business Center	5802 E Fowler Ave, Tampa	1.7 mi	35,205	1981	C	0
H	Building F	10770 N 46th St, Tampa	1.6 mi	32,388	2008	B	91.51
I	Temple Terrace City Hall	11250 N 56th St, Temple Terrace	1.4 mi	31,593	1977	B	100
J	Bldg A	10770 N 46th St, Tampa	1.5 mi	25,280	1986	B	81.97

Source: CoStar

LOCAL AREA INDUSTRIAL - ONE-MILE RADIUS

TYPE	RBA	YEAR BUILT	PERCENT LEASED	PROPERTIES
Flex	280,401 SF	1991	100	12
Gen-Ind <25,000 FT	678,766 SF	1978	99	54
Gen-Ind >25,000 FT	4,915,662 SF	1979	82	46
TOTAL	5,874,829 SF	1979	85.2	112

Source: CoStar



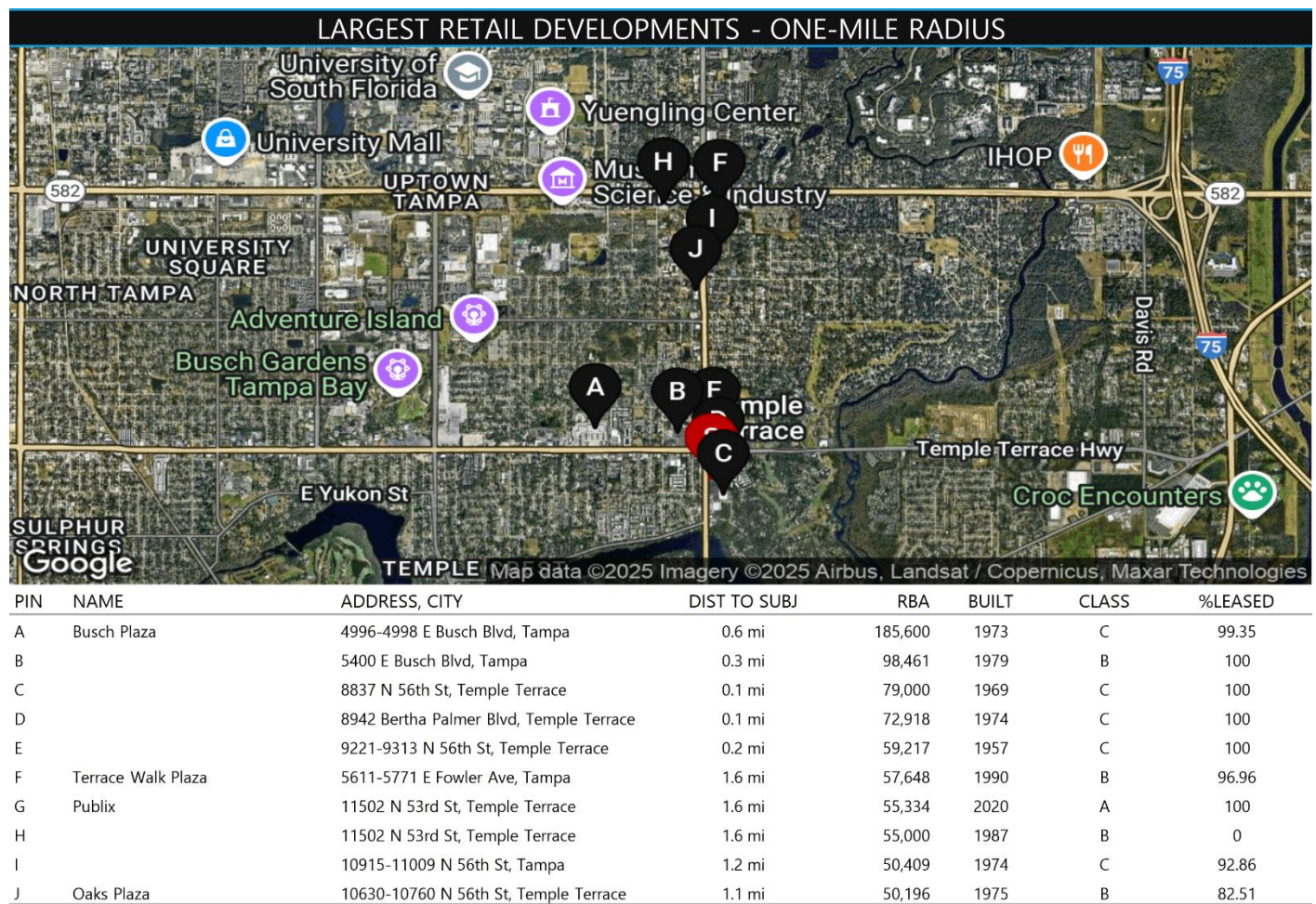
PIN	NAME	ADDRESS, CITY	DIST TO SUBJ	RBA	BUILT	TYPE	%LEASED
A		6708 Harney Rd, Tampa	1.7 mi	434,034	1987	Industrial	71.02
B	Weyerhaeuser	6706 N 53rd St, Tampa	1.6 mi	411,943	1974	Industrial	100
C	Fowler Distribution Center	11316 46th St N, Tampa	1.8 mi	379,880	1960	Industrial	100
D		10901 N Malcolm McKinley Dr, Tampa	1.8 mi	318,171	1970	Industrial	0
E		4700 E Whiteway Dr, Tampa	1.5 mi	268,570	1973	Industrial	100
F	Building 400	7918 Harney Rd, Tampa	1.9 mi	252,109	2023	Industrial	100
G	Demolished	10420 N Malcolm McKinley Dr, Tampa	1.8 mi	230,000	1964	Industrial	0
H		10702-10708 N 46th St, Tampa	1.5 mi	201,000	1959	Industrial	100
I		5301 E Hanna Ave, Tampa	2.0 mi	160,000	1980	Industrial	100
J	Building 100	7918 Harney Rd, Tampa	1.8 mi	146,171	2023	Industrial	100

Source: CoStar

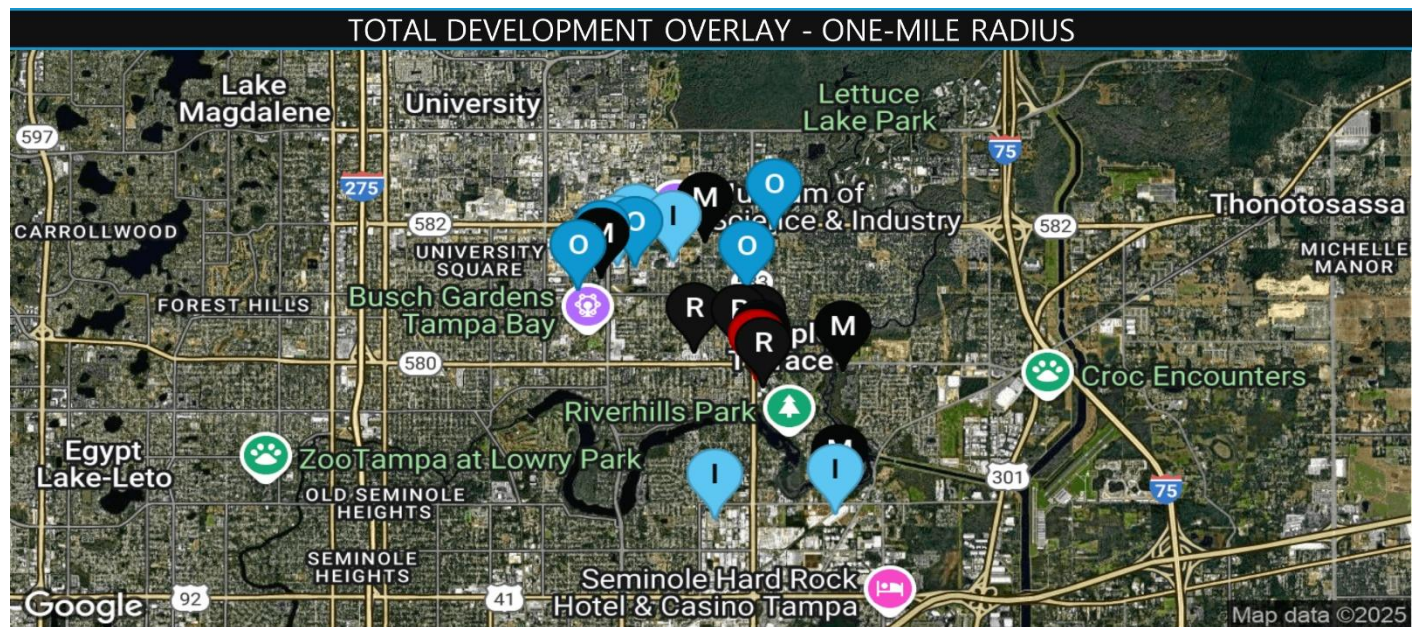
LOCAL AREA RETAIL - ONE-MILE RADIUS

SIZE	RBA	YEAR BUILT	PERCENT LEASED	PROPERTIES
<5,000 FT	150,933 SF	1986	97.3	36
>5,000 FT-<20,000 FT	853,498 SF	1984	91.5	90
>20,000 FT	1,258,775 SF	1979	89.2	25
TOTAL	2,263,206 SF	1982	90.7	154

Source: CoStar



Source: CoStar



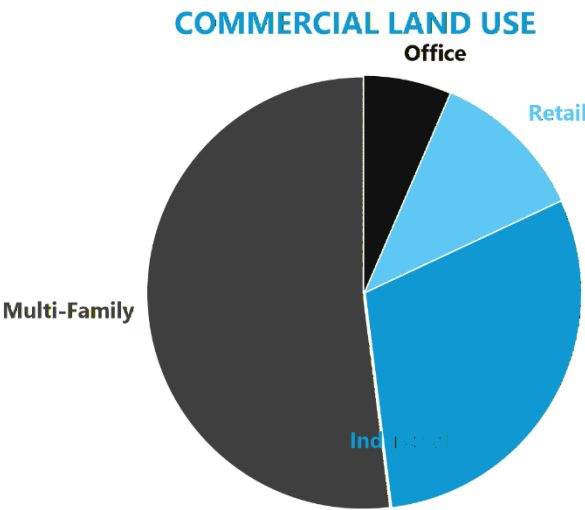
Source: CoStar

The land use in the subject's immediate neighborhood consists of a significant amount of commercial property, encompassing a variety of property types. Commercial uses in the area include regional malls, large multitenant retail

centers, medium-sized retail, industrial, and distribution-type properties, as well as smaller freestanding office and retail buildings. Other notable uses include restaurants, service-related businesses, gas stations/convenience stores, and banks.

The subject is an outparcel situated directly adjacent to a Winn-Dixie–anchored neighborhood shopping center and the Waverly Terrace Apartments, a multifamily residential complex. It is also contiguous to other freestanding outparcel developments, including a Starbucks, a Burger King, and a small retail strip center, reflecting the area’s ongoing appeal for convenience-oriented retail and fast-casual restaurant uses.

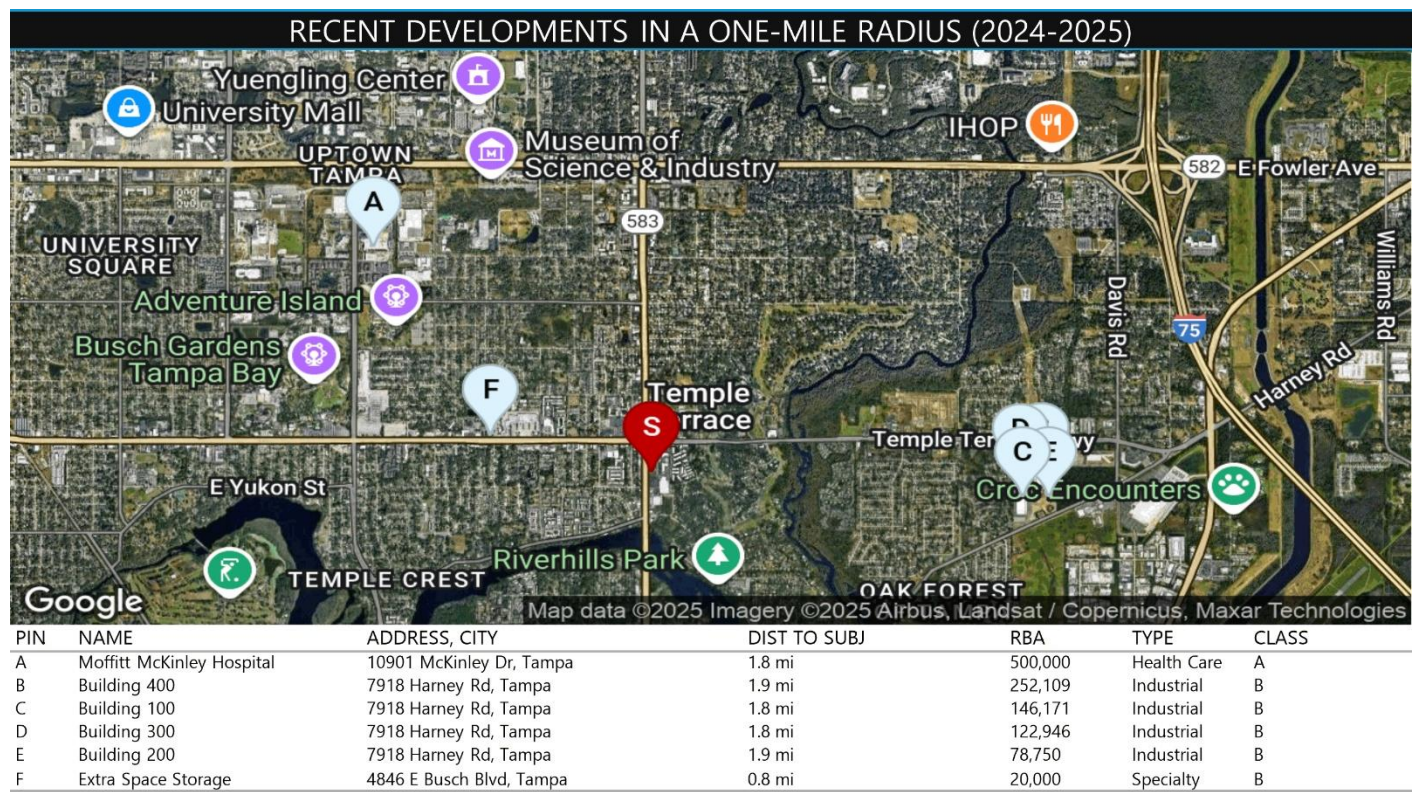
The following chart illustrates the high concentration of retail and multifamily properties in the area compared to industrial and office uses.



Recent Development

Based on CoStar's research, there appears to be about 6 projects that have been recently developed. All of these projects are perceived to be within 1.9 miles of the subject. The range in size of developments is 20,000 SF to the largest development of 500,000 SF. Overall, the average size of recent developments in the area is 186,663 SF. Further, it appears that most of the developments are Industrial in nature.

The following table details our findings:



Proposed

Based on CoStar's research, there appears to be about 5 projects that are proposed for construction. All of these projects are perceived to be within 1.8 miles of the subject. The range in size of proposed developments is 4,500 SF to the largest proposed development of 138,000 SF. Overall, the average size of proposed developments in the area is 59,100 SF. Further, it appears that most of the developments that are proposed will be Retail in nature. Lastly, it appears that the trend in development is shifting from Multi-Family to Retail.

The following table details our findings:



Economic Influences

The local area's economic status is important to recognize as the measurement of income levels provides an indication of the ability of the area population to buy, rent and maintain property. The economic status of an area also provides an indication of the population's appetite for goods and services. Relevant economic information includes income levels, property ownership vs. rent, property rent levels, rent level trends, property vacancy and new construction.

Most of the housing units within the area are owner occupied, which contrasts with relative similarity to other parts of Temple Terrace.

Access/Public Transportation

The streets within the neighborhood are laid out in a grid pattern with major streets generally along the section and ½ section lines. The major east/west streets in the neighborhood include Busch Boulevard/ Bullard Avenue, Fowler Avenue, Sligh Avenue, Hillsborough Avenue, Dr MLK Jr Boulevard and Bougainvillea Avenue. The major north/south streets include N. 54th Street, N 40th Street, Nebraska Avenue, I-275, I-75, and N. Florida Avenue. With the existing transportation system, most areas of metropolitan Temple Terrace are accessible from the subject neighborhood and access is considered for the metropolitan area.

Public transportation in the area is provided by the Hillsborough Area Regional Transit Authority (HART), with several bus routes operating along 56th Street and Fowler Avenue, offering local and regional service to downtown Tampa and the University of South Florida area. Sidewalks are present along major corridors, including 56th Street and Bullard Parkway, and the City's Community Redevelopment Area (CRA) initiatives—outlined in the 2024 Temple Terrace Pedestrian Master Plan—actively promote walkability, pedestrian safety, and transit connectivity through widened sidewalks, landscaped buffers, enhanced crosswalks, and shaded seating areas.

Within this context, the subject's location benefits from being part of an area prioritized for multimodal improvements intended to strengthen pedestrian circulation, create safer crossings, and encourage the use of public transit as part of the City's broader vision for a more connected, mixed-use downtown environment.

Environmental Influences

The subject local area is a typical with average building size and density. There are no extraordinary topographical features, nuisances or hazards. Public utilities are available in almost all areas in quantities from public and private sources. The area has both public and private schools in adequate supply and quality.

Land Uses & Trends

The subject is located in the northern quadrant of Hillsborough County, approximately 7 to 10 miles north of Downtown Tampa and 7 to 10 miles northeast of Tampa International Airport. The surrounding area includes a mixture of commercial, institutional, and residential uses with several regional attractions that exert strong economic and developmental influence.

The most influential nearby properties include Busch Gardens Tampa Bay, the University of South Florida (USF), and the Seminole Hard Rock Hotel & Casino Tampa.

Busch Gardens Tampa Bay is a nationally recognized theme park known for its roller coasters, wildlife exhibits, and live entertainment. In recent years, the park has averaged approximately 4.1 to 4.3 million visitors annually, positioning it among Florida's top ten most-visited attractions. Its consistent tourism draw has a pronounced impact on nearby hospitality, retail, and housing sectors, supporting employment and visitor spending across the metropolitan area.

The University of South Florida (USF) is a major public research institution with a student population exceeding 50,000 and a large faculty and staff presence. USF contributes significantly to the regional economy through education, medical research, innovation, and technology transfer activities, fostering continued growth in housing demand, employment, and service-based industries.

The Seminole Hard Rock Hotel & Casino Tampa is one of the most successful gaming and entertainment venues in the southeastern United States, attracting an estimated 6 to 7 million visitors annually. The complex includes a large casino, luxury hotel accommodations, multiple dining and retail options, and major performance venues. Its continued expansion has strengthened the local tourism, restaurant, and hospitality sectors, reinforcing the area's status as a regional leisure and entertainment hub.

Looking ahead, the City of Temple Terrace—through its Community Redevelopment Area (CRA) and Downtown Mixed Use (DMU-35) initiatives—has outlined a clear vision for the future: to create a walkable, mixed-use downtown core that integrates retail, office, residential, and civic uses within a cohesive pedestrian-oriented environment. Planned improvements include streetscape enhancements along 56th Street and Bullard Parkway, expanded sidewalk and crosswalk networks, gateway signage, landscaped public spaces, and flex-use event areas to encourage infill development and attract private reinvestment. The City's long-term objective is to establish a vibrant, connected urban district that serves as both a community gathering place and a regional destination for dining, commerce, and culture.

Community Redevelopment Area (CRA)

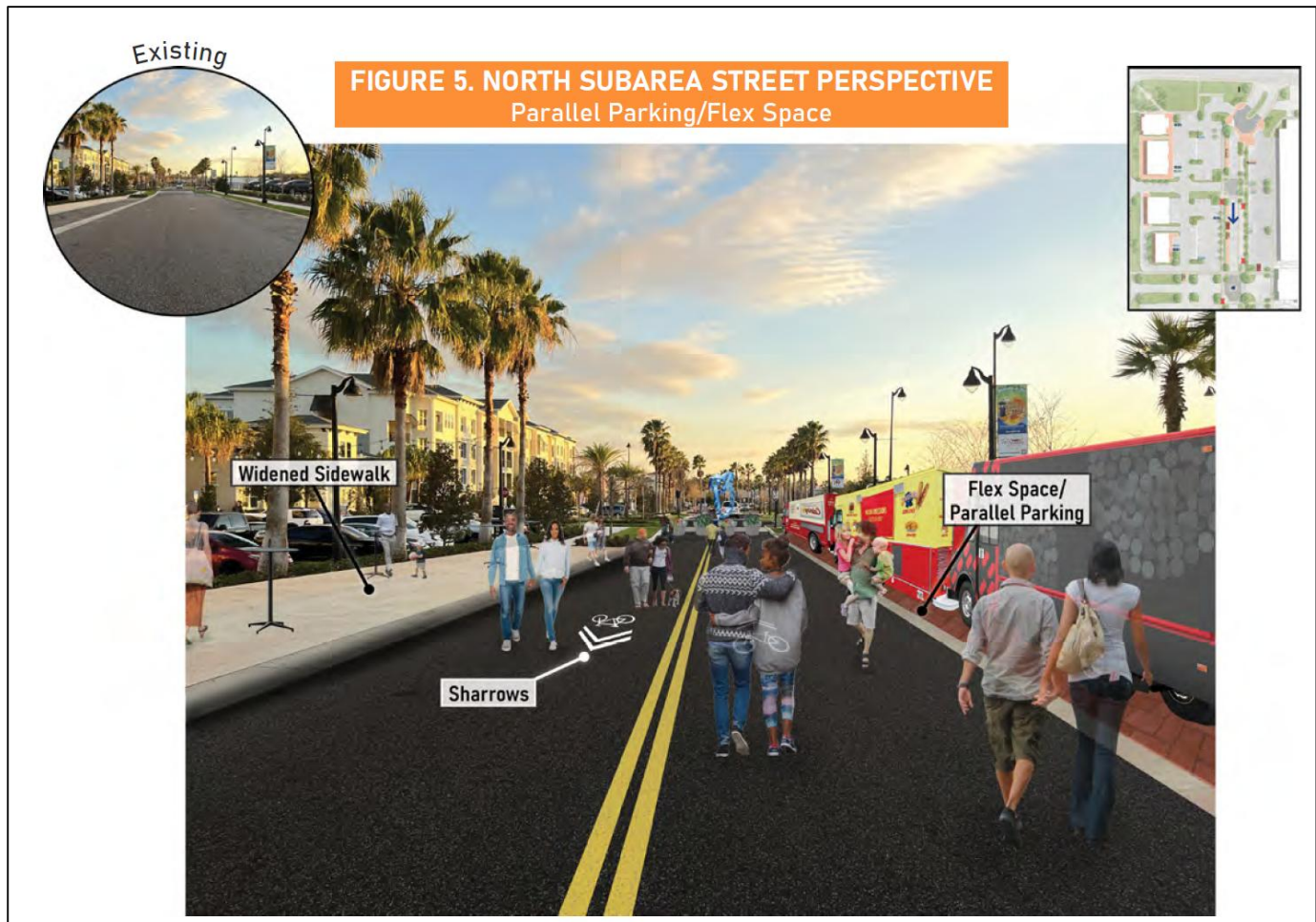
The North Subarea of the Temple Terrace CRA is part of the city's Southeast Quadrant (SEQ) redevelopment framework. It is generally bounded by Bullard Parkway to the north, North 56th Street to the west, and C Street to the south, serving as one of three designated redevelopment subareas (North, Central, and South). The North Subarea includes several commercial parcels, restaurants, and vacant lots, making it a key transitional area between the City's downtown core and adjacent residential neighborhoods.

Community Redevelopment Area Map



Exiting Condition

- **Accessibility:** The area is accessed via North 56th Street and Bertha Palmer Boulevard, with sidewalks on both sides of major internal streets (A, B, and C Streets).
- **Land Use:** It includes a mix of retail, restaurant, and multifamily residential uses (e.g., Waverly Terrace Apartments), as well as vacant parcels pending development.
- **Infrastructure:** Sidewalks range from 5 to 8 feet in width, connecting to major roadways and providing pedestrian links throughout the subarea. Parallel and lot parking exist along both sides of Bertha Palmer Boulevard.

North Subarea RenderingsRedevelopment Opportunities

The North Subarea has been identified as a primary opportunity node for pedestrian, commercial, and placemaking enhancements, focusing on:

- Widened sidewalks and shaded seating areas to encourage walkability and outdoor use.
- Flex-space parking areas for community events such as open-air markets or food truck gatherings.
- Landscaping and wayfinding features along 56th Street and Bertha Palmer Boulevard.
- A gateway feature at Bertha Palmer Boulevard and B Street to mark the district entrance and strengthen the downtown identity.

Constrains

- Portions of the area remain privately owned, limiting the City's immediate ability to implement full-scale improvements.
- The 56th Street corridor is under FDOT jurisdiction, constraining sidewalk and frontage enhancements without coordination.
- Space limitations restrict the addition of larger open-space amenities within the northern parcels.

The CRA's long-term goal for the North Subarea is to create a pedestrian-friendly mixed-use environment that integrates commercial storefronts, upper-level housing, and public realm enhancements. Improvements are phased to prioritize City-owned parcels and rights-of-way.

Short-term strategies include temporary event closures of parking areas and beautification through planters and pavement markings, leading to permanent widened sidewalks, seating nodes, and shade structures as funding becomes available

Government Influence

Governmental considerations relate to zoning, building codes, regulations, flood plain restrictions, special assessment, property tax, and empowerment zones.

Zoning in the area is mixed, including commercial, residential and industrial designations. Zoning code is enforced by the municipality and enforcement in all areas of City of Temple Terrace is considered to be strong. Rezoning is typically discouraged and requires public input in all municipalities. Building codes are in force and require a certain standard of construction quality and design. This is a typical influence on properties similar to the subject and falls in line with the zoning classification.

The property also lies within the Temple Terrace Community Redevelopment Area (CRA), which adds an additional design review and coordination layer to the standard zoning process. The CRA is administered by the Temple Terrace Community Redevelopment Agency (also abbreviated as CRA), which oversees redevelopment consistency with the Downtown Redevelopment Master Plan and Pedestrian Master Plan.

For new construction, adaptive reuse, or redevelopment projects within the CRA, applicants are generally required to:

1. Submit a conceptual site and architectural plan to the City's Community Development Department for preliminary staff review.
2. Obtain CRA staff input regarding conformance with adopted design guidelines (including façade treatments, pedestrian access, landscaping, and signage).
3. Present the proposal before the Community Redevelopment Agency Board for formal review and recommendation.
4. Proceed to the City Council for final approval if rezoning, special exceptions, or variances are involved.

Projects consistent with the CRA's objectives—such as mixed-use infill development, façade improvements, and pedestrian-oriented design—may qualify for technical assistance or incentive programs facilitated by the City to encourage reinvestment within the downtown corridor.

Property taxes in the area are established by Hillsborough County and are assessed based on valuation. Considering broad authority of the county administration, the assessments in the neighborhood are similar to other neighborhoods in the metropolitan area. There are no known special assessments that affect property in the neighborhood.

Overall, governmental influence is considered strong, with clearly defined zoning controls and an active redevelopment framework that guides new investment toward creating a walkable, mixed-use downtown environment consistent with the City's long-term vision.

Local Area Summary

Based on our observation and the data provided by ESRI, it is perceived that the income and population demographics for the subject neighborhood exhibit above average characteristics in terms of reported population growth and income levels. As previously mentioned, the population growth for the subject's 3 mile radius has increased 3.53% since 2020 and based on the projections provided by ESRI, it is expected to continue to increase another 2.91% during the next 5 years. Lastly, we perceive that, since average household incomes are above the national average (\$70,738, for the subject's 3 mile radius) and given that the area is well-populated (38,194 households in a 3 mile radius), developments like the subject should be adequately supported.

This area of Temple Terrace is proximate to employment centers, retail services, schools, residential communities, recreational facilities, etc. Overall, the long-term outlook for commercial development is secure, particularly considering the established population base with above average demographic characteristics.

SITE DESCRIPTION

The following description is based on our physical inspections, and information provided by the client, and data obtained from the Hillsborough County Property Appraiser's Office. Also, a boundary survey was provided and included in the Addenda.

The subject property consists of 13 parcels with a total site area of 76,167 SF (1.75 AC) which is based on information obtained from Hillsborough County Assessor. It is perceived that there is no surplus or excess land at the subject. For the purposes of this report, we have relied on this site area and reserve the right to amend our analysis upon receipt of a formal legal plan.

The following summarizes the salient characteristics of the subject parcel.

Number of Parcels	13		
Assessor Parcels	T-22-28-19-A9B-000003-00001.0		
	T-22-28-19-A9B-000003-00002.0		
	T-22-28-19-A9B-000003-00003.0		
	T-22-28-19-A9B-000003-00004.0		
	T-22-28-19-A9B-000003-00005.0		
	T-22-28-19-A9B-000003-00006.0		
	T-22-28-19-A9B-000003-00007.0		
	T-22-28-19-A9B-000003-00008.0		
	T-22-28-19-A9B-000003-00009.0		
	T-22-28-19-A9B-000003-00010.0		
	T-22-28-19-A9B-000003-00011.0		
	T-22-28-19-A9B-000003-00012.0		
	T-22-28-19-A9B-000003-00013.0		
Land Area	<u>Square Feet</u>	<u>Acres</u>	
Economic Unit (Primary) Site Size	76,167	1.75	
Usable Site Size	76,167	1.75	
Total Land Area	76,167	1.75	
Excess/Surplus Land	No		
Corner	Yes; Non-Signalized		
Floor Area Ratio (FAR)	Not Available		
Site Topography	Generally Level		
Site Shape	Generally Rectangular		
Site Grade	At street grade		
Site Quality	Average		
Site Access	Above Average		
Site Exposure	Average		
Site Utility	Average		
Utilities	Immediately Off Site		
Comments	The subject's site consists of 13 individual adjoining lots with a combined area of approximately 76,167 square feet, or 1.75 gross acres. The site features level topography and a generally rectangular configuration with adequate frontage along North 56th Street.		

Individual Site Information

SITE INFORMATION				
APN Number	PRIMARY		TOTAL	
	SF	ACRES	SF	ACRES
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0000	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0001	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0001	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0001	5,859	0.13	5,859	0.13
T-22-28-19-A9B-000003-0001	5,859	0.13	5,859	0.13
TOTAL	76,167	1.69	76,167	1.69

Adjacent Properties

North	Retail Strip Center
South	Terrace Plaza Community Center
East	Waverly Terrace Apartments
West	Subway QSR/Retail Strip Centers

Accessibility

Access to the subject site is considered above average overall. In addition to direct access from both North 56th Street and Bertha Palmer Boulevard, the site also benefits from cross-access via a shared access easement that connects it with the adjacent retail center and multifamily apartment complex. This configuration enhances traffic circulation and ingress/egress flexibility for the subject and surrounding commercial uses.

STREET & TRAFFIC DETAIL											
Street Improvements	Type	Direction	Lanes	Lights	Curbs	Sidewalks	Signals	Median	Parking	Center Lane	Bike Lane
North 56th Street	Minor arterial	Two-Way	4	x	x	x		x		x	
Bertha Palmer Blvd	Connector	Two-Way	2	x	x	x			x		
Frontage											
North 56th Street	349 feet; Righ-In, Right-Out access.										
Bertha Palmer Blvd	349 feet; Right-In, Right-Out access.										
Traffic Counts	Location	Date	Source						Count		
North 56th Street	N 56th St and S Riverhills Dr	Jan-24	FDOT						41,000		
Bertha Palmer Blvd	-	-	-						-		
TOTAL								41,000			

Exposure & Visibility

Exposure of the subject is average balancing the frontage on N 56th Street, a minor arterial that connects Fletcher Avenue to Dr MLK Jr Boulevard.

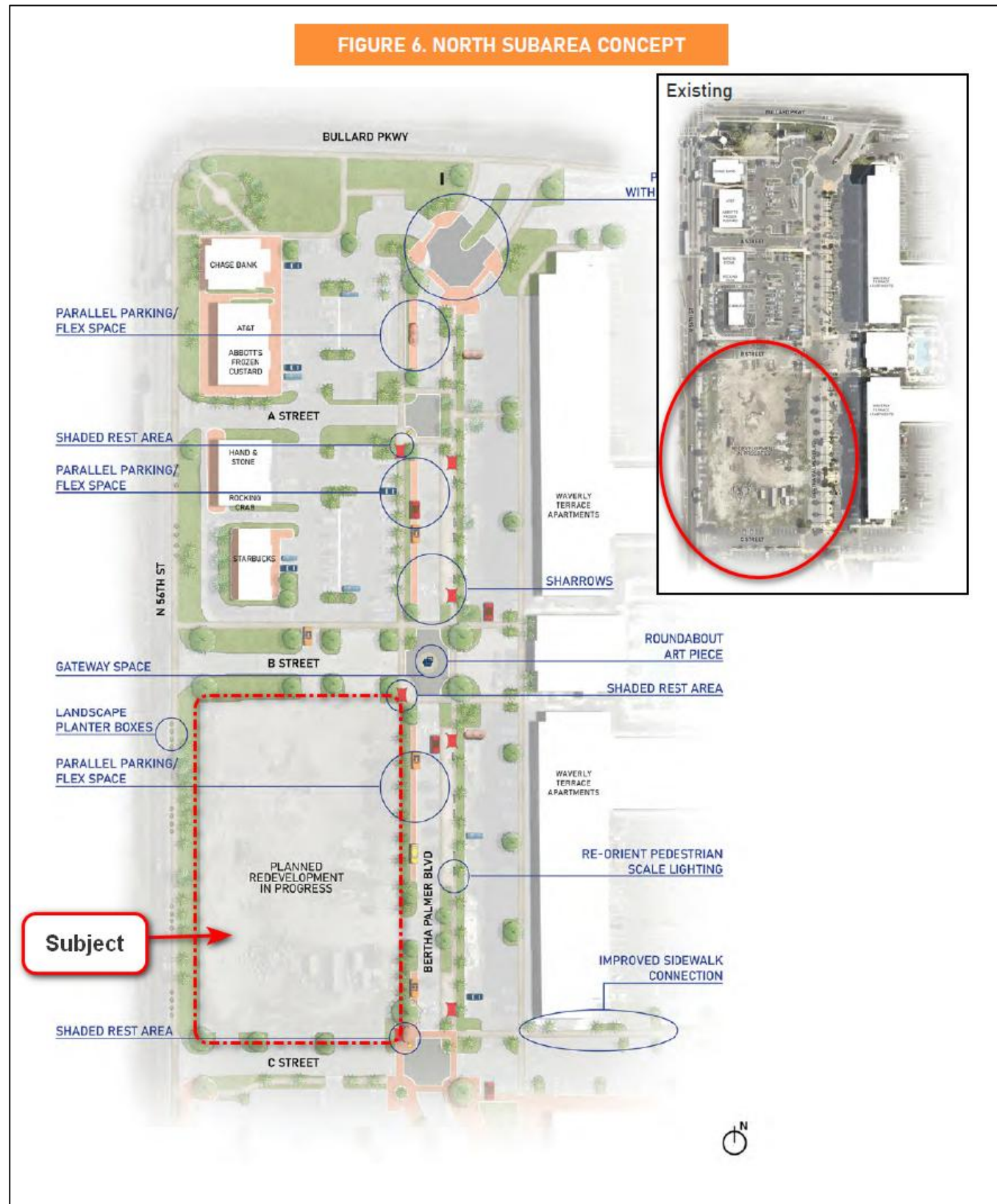
Flood Plain	Zone X (Unshaded). This is referenced by Panel Number 12057C0217H, dated August 28, 2008. Zone X (unshaded) is a moderate and minimal risk area. Areas of moderate or minimal hazard are studied based upon the principal source of flood in the area. However, buildings in these zones could be flooded by severe, concentrated rainfall coupled with inadequate local drainage systems. Local storm water drainage systems are not normally considered in a community's flood insurance study. The failure of a local drainage system can create areas of high flood risk within these zones. Flood insurance is available in participating communities but is not required by regulation in these zones. Nearly 25% of all flood claims filed are for structures located within these zones. Minimal risk areas outside the 1% and 0.2% annual chance floodplains. No BFEs or base flood depths are shown within these zones. (Zone X (unshaded) is used on new and revised maps in place of Zone C.)
Seismic	The subject is in a low risk area.
Easements	A preliminary title report was not available for review; however, the client provided a copy of the Recorded Easement and Operating Agreement (REOA) and Declaration of Covenants with Amendments 1 and 2, which are understood to apply to the subject property. These recorded instruments establish reciprocal easements, shared access and maintenance obligations, and use and design restrictions intended to ensure uniform development standards across the affected parcels. They likely govern vehicular circulation, stormwater management, signage, and architectural design, and require review and approval by a designated property owners' association or design committee prior to new construction or significant site modifications. Based on the inspection and review of the provided documents, no adverse physical easements or encumbrances were observed that would preclude redevelopment of the site for its permitted uses under current zoning. For the purposes of this appraisal, it is assumed that the subject is subject to the referenced REOA and covenants, and that these private restrictions are typical for coordinated commercial developments and do not materially impair the property's utility, marketability, or value. If subsequent title research reveals additional or atypical restrictions, the value opinion may require reconsideration
Soils	A detailed soils analysis was not available for review. Based on the development of the subject, it appears the soils are stable and suitable for the existing improvements.
Environmental Report	We were not provided with a copy of the Phase I Environmental Assessment for review. Based on the inspection which included the site, common areas, and a sampling of units, there were no apparent adverse environmental conditions.
Hazardous Waste	We have not conducted an independent investigation to determine the presence or absence of toxins on the subject property. If questions arise, the reader is strongly cautioned to seek qualified professional assistance in this matter. Please see the Assumptions and Limiting Conditions for a full disclaimer.
Site Rating	Overall, the subject site is considered average as a land site in terms of its location, exposure and access to employment, education and shopping centers, based on its location along a minor arterial.

Site Conclusion In conclusion, the site’s physical characteristics appear to be supportive of the subject’s current use and there were no significant detriments discovered that would inhibit development in accordance with its highest and best use.

Aerial Site Plan



Subject Site's Area Conceptual Plan



The subject property is located within the General Commercial (CG) zoning district, which is intended to accommodate a variety of retail and service uses in free-standing buildings or shopping centers to serve the community's general commercial needs. This zoning classification is applied in areas that can conveniently meet the needs of the community in conformance with the goals, objectives, and policies of the City's Comprehensive Plan—where such uses will not overburden public services, nor establish incompatible precedents for surrounding land use patterns.

In addition to its base zoning, the subject has a future land use designation of Downtown Mixed Use-35 (DMU-35). This designation supports the creation of a pedestrian-friendly, higher-density urban environment that integrates commercial, residential, office, and civic functions within a walkable, mixed-use framework. The DMU-35 category allows residential densities of up to 35 dwelling units per gross acre and a maximum Floor Area Ratio (FAR) of 4.5, enabling mid-rise or mixed-use infill redevelopment.

The property also lies within the Temple Terrace Community Redevelopment Area (CRA), which provides an overlay of design standards and review procedures to ensure redevelopment projects align with the City's Downtown Redevelopment Master Plan. The CRA emphasizes architectural compatibility, streetscape improvements, pedestrian connectivity, and coordinated access among adjoining parcels. Proposed developments within the CRA are subject to CRA design review and approval, in addition to zoning and site plan review by the City's Community Development Department and City Council.

Collectively, these layers of regulation—CG zoning, DMU-35 future land use, and CRA inclusion—offer considerable flexibility for redevelopment while maintaining design oversight to ensure projects contribute to a cohesive, mixed-use downtown environment consistent with the City's long-term revitalization objectives

The following table summarizes the zoning and future land use permitted and prohibited uses.

ZONING	
Designation	General Commercial (CG)
Zoning Authority	City of Temple Terrace
Future Land Use	Downtown Mixed Use-35 (DMU-35)
Other Overlays	Temple Terrace Community Redevelopment Area (CRA)
Zoning Permitted Uses	general retail stores, restaurants, cafés, personal service establishments, professional and medical offices, financial institutions, and community-serving businesses. The designation also allows hospitality uses such as hotels and short-term lodging, as well as civic and cultural facilities including libraries, community centers, and places of public assembly. Additionally, residential uses such as multifamily dwellings or upper-story apartments are permitted when integrated within mixed-use developments. Public amenities, urban open spaces, and transportation-related facilities that enhance walkability and connectivity are also consistent with the DMU-35 and CRA vision for downtown Temple Terrace
Prohibited Uses	These include industrial and manufacturing operations, warehouse or distribution centers, outdoor storage yards, salvage or recycling facilities, and heavy commercial uses generating excessive traffic, noise, or emissions. Automobile-oriented uses—such as gas stations, vehicle repair shops, towing services, and stand-alone vehicle sales or rental lots—are also prohibited or strongly discouraged within this district, except where legally nonconforming. Large-scale drive-through facilities, truck terminals, and uses with extensive outdoor display or equipment storage are similarly not permitted
Zoning Change	Not Likely
Max Permitted Floor Area Ratio (FAR)	4.5 (for residential use)
Max Permitted Density (Units/Acre)	35/UPA

Source: City of Temple Terrace Planning & Zoning Department

Zoning Conclusion

Based on the review of the City of Temple Terrace Land Development Code, the Imagine 2040 Comprehensive Plan, and the 2024 Temple Terrace Pedestrian Master Plan for the Community Redevelopment Area (CRA), the subject property's General Commercial (CG) zoning and Downtown Mixed Use-35 (DMU-35) future land use designation collectively allow for a broad range of commercial, office, residential, and civic uses consistent with the City's vision for a revitalized downtown core. The CG district permits general retail, restaurant, service, and office uses, while the DMU-35 overlay further supports integrated mixed-use redevelopment emphasizing walkability, pedestrian connectivity, and architectural compatibility within the CRA.

The subject's inclusion within the CRA North Subarea introduces additional design review requirements but also provides flexibility and potential incentives for projects that align with the City's redevelopment objectives. No changes to the existing zoning or land use designations are currently proposed or anticipated.

Accordingly, the subject property's current and potential commercial use is legally conforming under existing zoning and land use regulations. The site's regulatory framework encourages continued commercial or mixed-use development, subject to adherence with the CRA's design guidelines and site plan approval procedures.

Current Taxation & Assessment Description

The property is currently assessed for ad valorem taxes by Hillsborough County. The county sets the millage rate to be used in calculating the tax bill in September or October of each year. The County Tax Collector issues the tax bills, providing a 4% discount for payment in November, a 3% discount for payment in December, a 2% discount for payment in January, and a 1% discount for payment in February.

The total assessment for the subject property for the tax year 2024 is \$152,334 or \$2.00 PSF. There are no exemptions in place. The total tax bill for the property is \$2,854 or \$0.04 PSF. The subject's assessed values and property taxes for the current year are summarized in more detail in the following table.

ASSESSMENT & TAXES (2024)						
TAX RATE AREA				TAX RATE		18.7328
ASSESSOR PARCEL #	LAND	IMPROVEMENTS	TOTAL	EXEMPTIONS	TAXABLE	BASE TAX
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0000	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0001	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0001	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0001	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
T-22-28-19-A9B-000003-0001	\$11,718	\$0	\$11,718	\$0	\$11,718	\$219.51
Subtotal	\$152,334	\$0	\$152,334	\$0	\$152,334	\$2,853.63
Subtotal \$/Total Land Area	\$2.00	\$0.00	\$2.00	\$0.00	\$2.00	\$0.04
TOTAL BASE TAX \$/TOTAL LAND AREA / \$ TOTAL					\$0.04	\$2,853.63

Source: Hillsborough County Assessment & Taxation

The last assessment for the subject was January 2025 with future assessments scheduled annually (next assessment estimated to be in January 2026). In this instance, the assessment is equal to the market value multiplied by the assessment ratio. The Hillsborough County Tax Authority usually reassesses upon sale. Based on the foregoing, and the current assessment's relationship to market value, we perceive that the risk of a reassessment is average. Should a reassessment occur, we believe it could be around 80.0% of market value.

According to Hillsborough County, real estate taxes for the subject property are current as of the date of this report. Based on the scope of this assignment, any pending tax liens are not considered in the value conclusion.

Conclusion

In this section, we analyzed the subject's historical and current assessment, as well as considered the subject's tax burden as it relates to its current stabilized market value on a fee simple basis.

Highest and Best Use is defined as the reasonably probable and legal use of vacant land or improved property which is physically possible, appropriately supported, financially feasible and that results in the highest value.

As Vacant Analysis

In this section the highest and best use of the subject as vacant is concluded after taking into consideration financial feasibility, maximal productivity, marketability, legal, and physical factors.

Legally Permissible

Private restrictions, zoning ordinances, building codes, and environmental regulations have been considered as they pertain to the subject property. The legal factors influencing the highest and best use of the site are primarily those imposed by the City of Temple Terrace Land Development Code and the Community Redevelopment Area (CRA) design guidelines.

The subject is zoned General Commercial (CG), with a future land use designation of Downtown Mixed Use-35 (DMU-35). Collectively, these designations allow for a broad range of commercial, office, residential, and civic uses consistent with the City's mixed-use redevelopment vision. Permitted uses include retail establishments, grocery and convenience stores, restaurants, cafés, professional and medical offices, financial institutions, health and fitness centers, hotels and short-term lodging, personal service businesses, and community-serving or civic facilities. Residential uses, such as upper-story apartments or multifamily dwellings, may also be permitted when integrated within a mixed-use building or project.

The CRA overlay encourages these uses within a pedestrian-oriented, walkable environment and emphasizes high-quality architecture, streetscape integration, and compatibility with adjacent land uses. Development within the CRA requires compliance with CRA design review in addition to the City's zoning and site-plan approval process.

Prohibited or discouraged uses under the CG and DMU-35 framework include industrial and manufacturing operations, warehouse or distribution centers, outdoor storage yards, salvage or recycling facilities, and heavy commercial activities. Automobile-oriented uses—such as gas stations, vehicle repair shops, towing services, and large-scale vehicle sales or rental lots—are specifically discouraged or not permitted within the DMU-35 and CRA areas, except where legally nonconforming. These prohibitions support the City's broader goal of promoting a cohesive, pedestrian-friendly downtown district.

No zoning change is anticipated, and no known private legal restrictions would preclude the continued commercial or mixed-use development of the subject site.

Physical Possible

The test of what is physically possible for the subject site considers physical and locational characteristics that influence its highest and best use. In terms of physical features, the subject site totals 1.7486-acres (76,167 SF), it is Generally Rectangular in shape and has a Generally Level topography. The site has average exposure and above average overall access.

The parcel's configuration and access are considered average for the market, providing suitable conditions for commercial or mixed-use development consistent with surrounding land patterns.

The site's physical attributes make it adaptable to a broad range of legally permitted commercial, office, or mixed-use improvements. Adequate lot depth and uniform dimensions support efficient site planning, parking layouts, and building orientation. There are no known physical constraints—such as floodplain encumbrances, easements, or environmental conditions—that would materially limit redevelopment potential.

Importantly, the subject is located within the North Subarea of the Temple Terrace Community Redevelopment Area (CRA), which has been specifically targeted for pedestrian, streetscape, and accessibility enhancements under the City's 2024 Pedestrian Master Plan. Planned improvements in the immediate area include widened sidewalks, landscaped buffers, enhanced pedestrian crossings, gateway features, and flex-space parking areas to accommodate community events and outdoor activity. These future public improvements are designed to strengthen walkability and connectivity along North 56th Street and Bertha Palmer Boulevard, further supporting the feasibility of new or redeveloped commercial and mixed-use projects on the subject property.

Given its physical characteristics, strategic location, and alignment with ongoing CRA infrastructure enhancements, the subject site appears physically capable of supporting a wide range of permitted commercial or mixed-use improvements consistent with the City's long-term redevelopment vision.

Financial Feasibility

The determination of financial feasibility is based on the relationship between market demand, achievable rental income, and development cost for legally permissible uses. The Northeast Tampa retail submarket, which encompasses the Temple Terrace corridor, remains one of the area's most stable and well-performing submarkets, reporting a 2.4% vacancy rate and an average asking rent of \$25.21 per square foot, with rents increasing 4.8% year-over-year. Retail pricing in this submarket averages approximately \$287 per square foot, reflecting continued investor confidence and a market cap rate of 6.5%, near the metro average.

Given these favorable fundamentals, the subject's location along North 56th Street, within the Downtown Mixed Use-35 (DMU-35) district and Community Redevelopment Area (CRA), positions it advantageously for commercial and mixed-use redevelopment. Permitted uses such as multi-tenant retail, professional offices, restaurants, and upper-story residential are well-aligned with existing submarket demand trends. The combination of limited new construction—only 24,000 square feet currently under development in the submarket—and consistently low vacancy supports continued rent stability and strong absorption potential for well-located properties.

However, speculative development remains constrained by financing conditions and construction costs. As such, build-to-suit development, ground-lease arrangements, or mixed-use infill projects designed to meet the CRA's walkability and design standards would likely yield the most financially feasible outcomes. Retail uses benefiting from strong exposure and integration with the CRA's pedestrian improvements—such as cafés, boutique shops, and neighborhood service retail—are expected to perform best under current conditions.

In conclusion, the subject property's commercial or mixed-use redevelopment is considered financially feasible based on prevailing market performance, limited competitive supply, and alignment with the permitted uses under the current zoning and land-use framework.

Maximum Productivity

Based on the foregoing considerations, we conclude the maximally productive use of the subject property, as if vacant, is build-to-suit commercial or mixed-use redevelopment consistent with its CG zoning and DMU-35 future land-use designation within the CRA.

In traditional valuation theory, the three approaches to estimating the value of an asset are the cost approach, sales comparison approach, and income capitalization approach. Each approach assumes valuation of the property at the property's highest and best use. From the indications of these analyses, an opinion of value is reached based upon expert judgment within the outline of the appraisal process.

Land Sales Comparison Approach (Site Valuation)

The site value is a specific scope requirement of this assignment. Considering the subject property comprises a vacant site, the inclusion of estimate of vacant land value is deemed appropriate. Therefore, a valuation of the subject site has been provided herein.

Cost Approach

The Cost Approach is not a specific scope requirement of this assignment. Characteristics specific to the subject property do not warrant that this valuation technique is developed. Based on the preceding information, the Cost Approach will not be presented.

Sales Comparison Approach

The Sales Comparison Approach is not a specific scope requirement of this assignment. Characteristics specific to the subject property do not warrant that this valuation technique be developed. Based on this reasoning, the Improved Sales Comparison Approach is not presented within this appraisal.

Income Capitalization Approach

The Income Approach is not a scope requirement for this assignment.

Correlation and Conclusion

Based on the agreed upon scope with the client, the subject's specific characteristics and the interest appraised, this appraisal developed Land Sales Comparison Approach. The values presented represent the As-Is Market Value (Fee Simple Estate)

Introduction

In the Land Sales Comparison Approach, the value of a property is estimated by comparing it with similar, recently sold properties in the surrounding or competing areas. Inherent in this approach is the principle of substitution, which holds that when a property is replaceable in the market, its value tends to be set by the cost of buying an equally desirable property, assuming that no costly delay occurs in making the substitution.

The basic procedure for applying the Land Sales Comparison Approach follows:

1. Research the market to obtain information concerning listings, sales, and/or other transactions involving similar properties.
2. Verify the terms and conditions of the transactions to ensure that they are arm's length in nature and are reliable for analysis purposes.
3. Compare the comparables to the subject, making adjustments for differences to those pertinent elements that influence value.
4. Reconcile to a value indication(s) derived from the analysis of the sales.

The comparables given the most weight and consideration, along with a summary adjustment grid, can be found on the following pages.

Unit of Comparison

The most relevant unit of comparison is the price per SF of usable land area. This best reflects the unit of comparison used by buyers and sellers in this market for the subject property type.

C-Store Site

Comparable 1

Sale Information

Seller	Richard J. Winsett and Amelia W. Winsett as Trustees of the Richard and Amelia Winsett Trust dated August 15, 2013	
Transaction Status	Listing	
Sale Price	\$1,699,999	\$22.30 /SF Land
Analysis Price	\$1,699,999	\$22.30 /SF Land
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	Listing	
Marketing Time	229 days	

Property

Land Area	1.75 Acres (76,230 SF)
Number of Parcels	1
Zoning	PD
Shape	Generally Rectangular
Topography	Generally Level
Corner	Yes; Signalized
View	No
Utilities	On-Site
Flood Zones	Zone X (Unshaded)

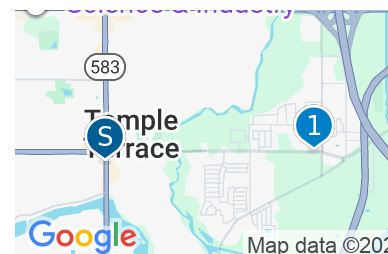


8617 Temple Terrace Hwy
Tampa, FL 33637-5811

County
Hillsborough

Submarket
Northeast Tampa

APN
U-24-28-19-ZZZ-000001-
35950.0



Confirmation

Name	Robert Houser
Company	Charles Rutenberg Realty, Inc
Phone Number	813) 695-0341
Affiliation	Listing Broker
Date	10/7/2025

Remarks

The property at 8617 Temple Terrace Highway, Tampa, FL 33637 consists of 1.75 acres of level PD-zoned commercial land with entitlements for a 5,500 square feet c-store and 12 gas pumps; however, no permits have been issued. Public water and sewer are available, while other off-site utilities remain pending.

Former Sonny's Restaurant

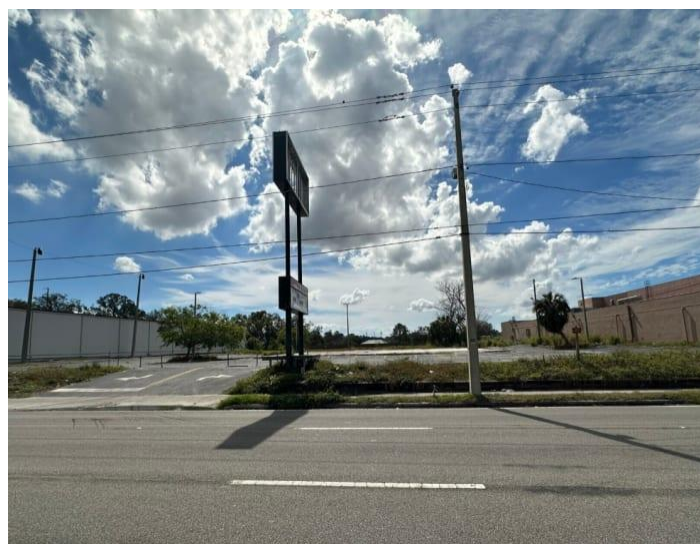
Comparable 2

Sale Information

Seller	South Florida Barbeque of Busch, Inc.	
Transaction Status	Listing	
Sale Price	\$1,599,900	\$23.93 /SF Land
Analysis Price	\$1,599,900	\$23.93 /SF Land
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	Listing	
Marketing Time	216 days	

Property

Land Area	1.535 Acres (66,865 SF)
Number of Parcels	1
Zoning	CG
Shape	Generally Rectangular
Topography	Generally Level
Corner	No
View	No
Utilities	All Municipal Utilities Available
Flood Zones	Zone X (Unshaded)

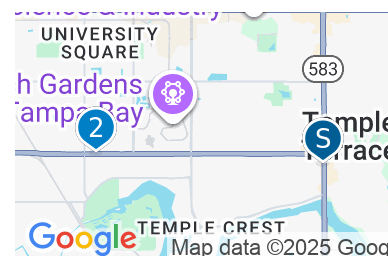


2401 E Busch Blvd
Tampa, FL 33612-8409

County
Hillsborough

Submarket
Northeast Tampa

APN
A-20-28-19-45P-000000-
00046.1



Confirmation

Name	Bill Besselieu
Company	Andretta Properties
Phone Number	(813) 263-5854
Affiliation	Listing Broker
Date	10/7/2025

Remarks

The property at 2401 E Busch Boulevard, Tampa, FL 33612 consists of 1.54 acres. It is zoned Commercial General with a Community Mixed Use-35 future land use designation (2.0 FAR). This site was formerly improved with a Sonny's Barbeque restaurant that was destroyed by a fire, leaving a cleared development site. The parcel is located blocks from Tampa's Busch Gardens theme park, near the University of South Florida and Adventure Island water theme park.

Temple Terrace Urban Development Opportunity

Comparable 3

Sale Information

Seller	City of Temple Terrace	
Transaction Status	Listing	
Sale Price	\$1,000,000	\$13.19 /SF Land
Analysis Price	\$1,015,000	\$13.39 /SF Land
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	Listing	
Marketing Time	612 days	

Property

Land Area	1.74 Acres (75,794 SF)
Number of Parcels	1
Zoning	CG
Shape	L-Shaped
Topography	Generally Level
Corner	No
View	No
Utilities	None
Flood Zones	Zone X (Unshaded)



8447 N 56th St
Tampa, FL 33617-7123

County
Hillsborough

Submarket
Northeast Tampa

APN
T-22-28-19-55Z-000013-
00001.0



Confirmation

Name	John Lochner
Company	Florida ROI Commercial Property TCN Worldwide
Phone Number	360-901-9329
Affiliation	Listing Broker

Remarks

The property at 8447 N 56th Street, Temple Terrace, FL, is zoned Commercial General, allowing a variety of commercial uses. The site is near Busch Gardens, the University of South Florida, and Moffitt Cancer Center. The site is currently vacant. The site is within the Pedestrian Master Plan of Temple Terrace Community Redevelopment Area. Under this redevelopment framework, certain automobile-oriented or low-intensity uses—such as vehicle storage, car washes, or quick-service restaurants (QSR)—are not permitted on the parcel, as they are inconsistent with the City's Downtown Mixed Use-35 (DMU-35) land use vision. Furthermore, any proposed development within the CRA, including this site, must undergo design and site plan review by the Community Redevelopment Agency (CRA) Board and obtain final approval by the City Council prior to permitting.

Mixed Use Site

Comparable 4

Sale Information

Seller	Konstantinos Giannakopoulos	
Sale Date	10/1/2025	
Transaction Status	In Contract	
Sale Price	\$1,999,000	\$29.61 /SF Land
Analysis Price	\$2,024,000	\$29.98 /SF Land
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	In Contract	
Marketing Time	939 days	

Property

Land Area	1.55 Acres (67,518 SF)
Number of Parcels	1
Zoning	SH-CG & R
Shape	Irregular
Topography	Generally Level
Corner	Yes; Signalized
View	No
Utilities	On-Site
Flood Zones	Zone X (Unshaded)



813 E Sligh Ave
Tampa, FL 33604

County
Hillsborough

Submarket
Northwest Tampa



APN
A-36-28-18-4EP-A00000-00003.1; A-36-28-18-4EP-A00000-00006.0; A-36-28-18-4EP-A00000-00001.2; A-36-28-18-4EP-A00000-00001.A-36-28-18-4EP-A00000-00001.1

Confirmation

Name	Dean Koutroumanis, D.B.A.
Company	Re/Max Elite Realty Commercial
Phone Number	(727) 430-0374
Affiliation	Listing Broker

Remarks

The property at E Sligh Avenue and Elm Street, Tampa, FL, consists of approximately 1.55 acres of commercial and residential zoned land. The site includes a 522 SF former service station and is fully serviced with public utilities. Positioned just east of Interstate 275. It is currently under contract, but the actual contract was not disclosed; thus, we have relied on the asking price. Lastly, the demolition and clean-up cost was not provided, but we have estimated it at \$25,000.

Vacant Commercial Land

Comparable 5

Sale Information

Buyer	Alaraj Investment Group LLC	
Seller	4946 Hillsborough LLC	
Sale Date	3/6/2025	
Transaction Status	Recorded	
Sale Price	\$950,000	\$21.61 /SF Land
Analysis Price	\$950,000	\$21.61 /SF Land
Recording Number	2025097367	
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	Normal	

Property

Land Area	1.0091 Acres (43,956 SF)
Number of Parcels	1
Zoning	C1
Shape	Irregular
Topography	Generally Level
Corner	No
View	No
Utilities	Off Site
Flood Zones	Zone X (Unshaded)

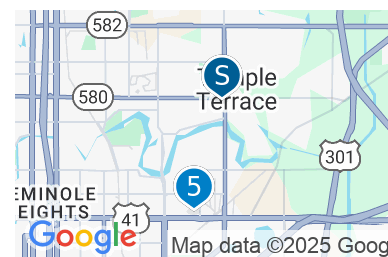


4946 E Hillsborough Ave
Tampa, FL 33610-4744

County
Hillsborough

Submarket
Northeast Tampa

APN
A-33-28-19-ZZZ-000005-
70350.0



Confirmation

Name	Justin Bergman
Company	Westside Pacific Estates
Phone Number	(310) 592-7936
Affiliation	Listing Broker

Remarks

On March 6, 2025, a two-property portfolio consisting of a 2,525-square-foot office building and one acre of commercial land at 4946 E Hillsborough Avenue, Tampa, FL, sold for \$950,000. The building on-site was demolished in early 2024 with a permit issued on 5/17/2023; thus, it was vacant at the time of sale. The proposed use is TBD.

Dollar Tree Site

Comparable 6

Sale Information

Buyer	Dollar Tree Stores Inc	
Seller	CAM Restaurant Properties, LLC	
Sale Date	2/21/2025	
Transaction Status	Recorded	
Sale Price	\$800,000	\$17.96 /SF Land
Analysis Price	\$800,000	\$17.96 /SF Land
Recording Number	2025076281	
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	Normal	

Property

Land Area	1.0224 Acres (44,536 SF)
Number of Parcels	1
Zoning	PD
Shape	Generally Rectangular
Topography	Generally Level
Corner	No
View	No
Utilities	None
Flood Zones	Zone X (Unshaded)

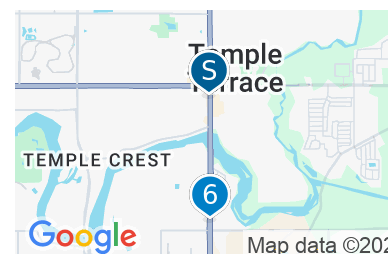


6900 N 56th St
Tampa, FL 33617-8707

County
Hillsborough

Submarket
Northeast Tampa

APN
U-27-28-19-C2V-000000-
00003.0



Confirmation

Name	Sandia Wasserman
Company	Florida Retail Partners
Phone Number	(813) 838-8680
Affiliation	Listing Broker

Remarks

On August 15, 2024, the Southwest Florida Water Management District approved a construction plan for a new Dollar Tree store in Temple Terrace, Hillsborough County, under ERP No. 43043806.002. The plan authorizes development of a commercial building and associated infrastructure with 0.53 acres of new impervious area, in compliance with stormwater requirements. The site will connect to the existing master stormwater system operated by Wen-Tampa Real Estates, LLC, with CAM Restaurant Properties, LLC responsible for on-site conveyance maintenance. The permit remains valid through August 15, 2029.

AquaSonic Car Wash Site

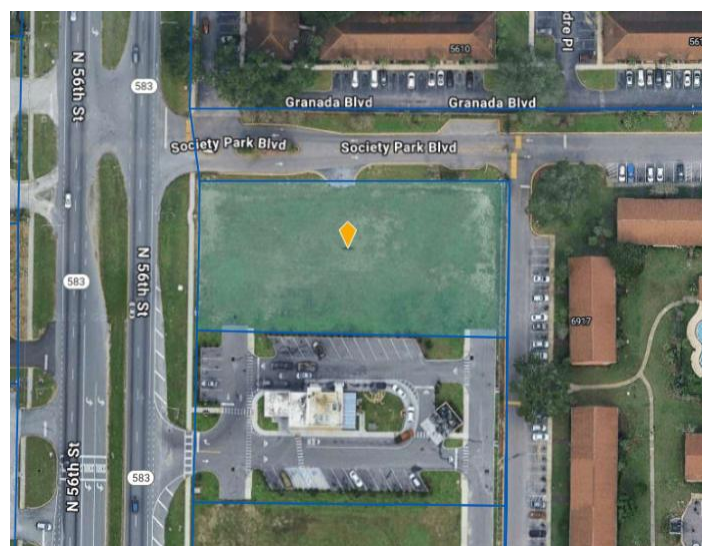
Comparable 7

Sale Information

Buyer	HCW TPA N56, Lp	
Seller	JAI Restaurant Group	
Sale Date	9/29/2023	
Transaction Status	Recorded	
Sale Price	\$950,000	\$21.74 /SF Land
Analysis Price	\$950,000	\$21.74 /SF Land
Recording Number	2023435761	
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	Normal	

Property

Land Area	1.0034 Acres (43,708 SF)
Number of Parcels	1
Zoning	PD
Shape	Generally Rectangular
Topography	Generally Level
Corner	No
View	No
Utilities	On-Site
Flood Zones	Zone X (Unshaded)

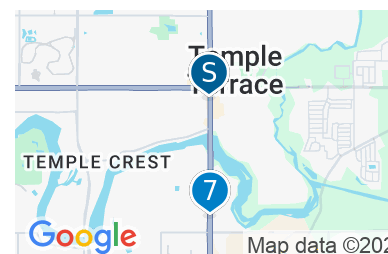


6925 56th Street
Tampa, FL 33617

County
Hillsborough

Submarket
Northeast Tampa

APN
U-27-28-19-ZZZ-000001-
39160.0



Confirmation

Name	Dana Dowsett
Company	TSCG
Phone Number	(813) 416-2767
Affiliation	Listing Broker

Remarks

The site has approximately 136 feet of frontage along N. 56th Street, and it will be developed with a car wash that will be known as AquaSonic Car Wash.

Vacant Retail-Flex Site

Comparable 8

Sale Information

Buyer	Nebraska Project LLC	
Seller	Bissett McGrath Properties Inc	
Sale Date	8/17/2023	
Transaction Status	Recorded	
Sale Price	\$520,300	\$14.92 /SF Land
Analysis Price	\$520,300	\$14.92 /SF Land
Recording Number	2023339734	
Rights Transferred	Fee Simple	
Financing	Cash equivalent	
Conditions of Sale	Normal	
Marketing Time	4046 days	

Property

Land Area	0.8004 Acres (34,864 SF)
Number of Parcels	1
Zoning	CG
Shape	Generally Rectangular
Topography	Generally Level
Corner	Yes; Signalized
View	No
Utilities	None
Flood Zones	Zone X (Unshaded)

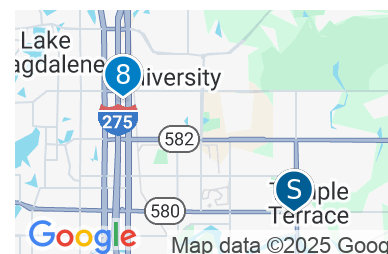


815 E 131st Ave
Tampa, FL 33612

County
Hillsborough

Submarket
Northwest Tampa

APN
U-12-28-18-10I-000001-00001.0



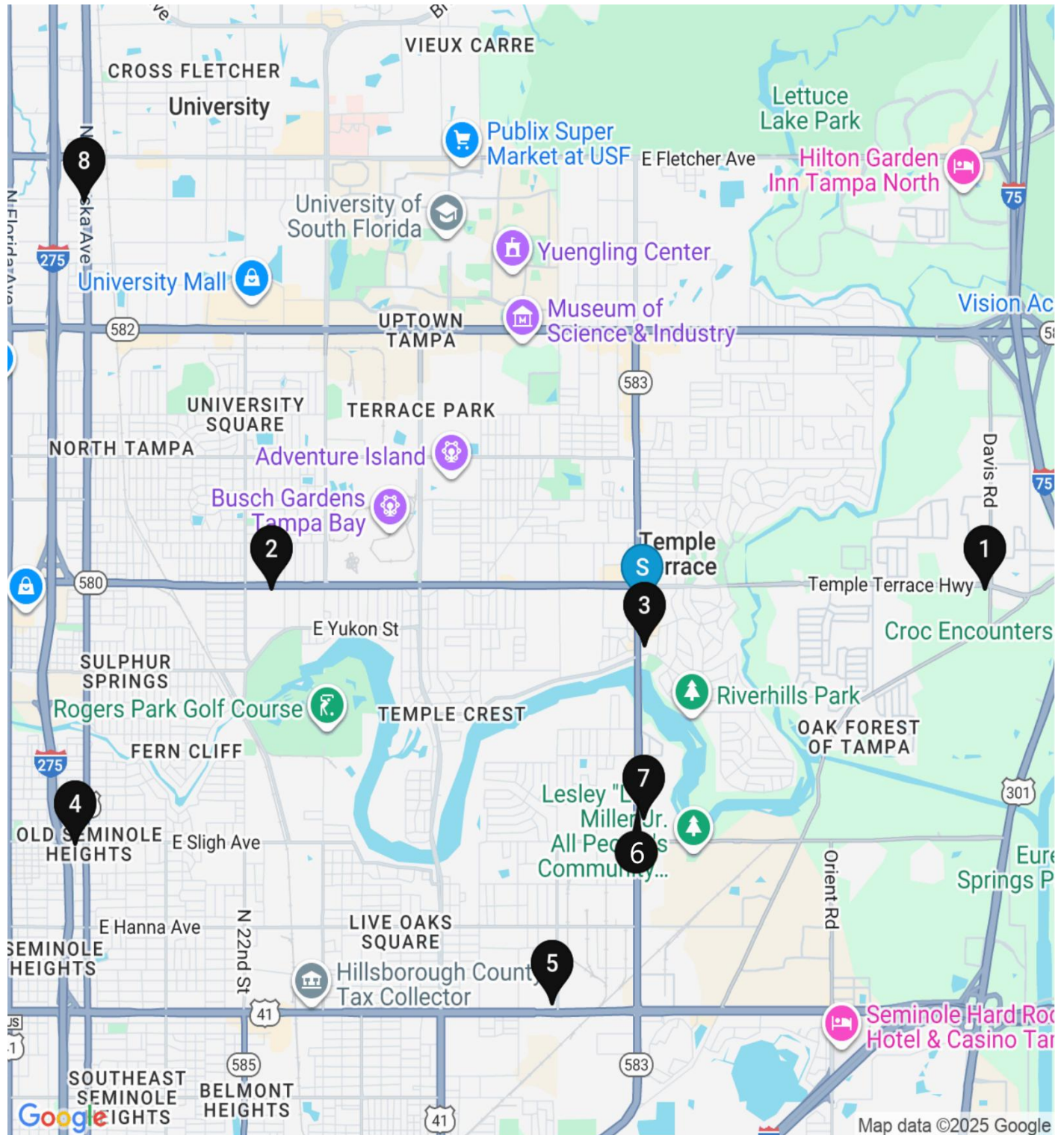
Confirmation

Name	William P. Bissett
Company	Bissett McGrath Properties
Phone Number	(813) 765-7399
Affiliation	Listing Broker

Remarks

The property at 13000 N Nebraska Avenue, Tampa, FL 33612 consists of 0.81 acres of land zoned Commercial General within the Northwest Tampa submarket. The site is located in an Opportunity Zone. It is currently vacant and suitable for auto repair, retail, or restaurant development. The parcel includes access to electricity, telephone, water, and public streets, with other utilities not yet installed. The property was sold on August 17, 2023, for \$\$ 520,300 after 11 years on the market.

Land Sales Map



COMPARABLE	LABEL	ADDRESS	MILES FROM SUBJECT
COMPARABLE 1	1	8617 Temple Terrace Hwy, Tampa, FL, 33637-5811	2.2
COMPARABLE 2	2	2401 E Busch Blvd, Tampa, FL, 33612-8409	2.4
COMPARABLE 3	3	8447 N 56th St, Tampa, FL, 33617-7123	0.2
COMPARABLE 4	4	813 E Sligh Ave, Tampa, FL, 33604	3.9
COMPARABLE 5	5	4946 E Hillsborough Ave, Tampa, FL, 33610-4744	2.4
COMPARABLE 6	6	6900 N 56th St, Tampa, FL, 33617-8707	1.4
COMPARABLE 7	7	6925 56th Street, Tampa, FL, 33617	1.2
COMPARABLE 8	8	815 E 131st Ave, Tampa, FL, 33612	4.3

Land Comparables Adjustment Grid

LAND SALES COMPARISON TABLE											
	SUBJECT	COMP 1	COMP 2	COMP 3	COMP 4	COMP 5	COMP 6	COMP 7	COMP 8		
Name	Temple Terrace Lots	C-Store Site	Former Sonny's	Temple Terrace	Mixed Use Site	Vacant	Dollar Tree Site	AquaSonic Car	Vacant Retail-		
Address	N 56th Street	8617 Temple Terrace Hwy	2401 E Busch Blvd	8447 N 56th St	813 E Sligh Ave	4946 E Hillsborough Ave	6900 N 56th St	6925 56th Street	815 E 131st Ave		
City	Temple Terrace	Tampa	Tampa	Tampa	Tampa	Tampa	Tampa	Tampa	Tampa		
State	FL	FL	FL	FL	FL	FL	FL	FL	FL		
Zip	33617	33637-5811	33612-8409	33617-7123	33604	33610-4744	33617-8707	33617	33612		
County	Hillsborough	Hillsborough	Hillsborough	Hillsborough	Hillsborough	Hillsborough	Hillsborough	Hillsborough	Hillsborough		
Submarket	Northeast Tampa	Tampa	Tampa	Tampa	Tampa	Tampa	Tampa	Northeast	Northwest		
Parcel(s)	000003-00001.0, T-	000001-35950.0	000000-00046.1	000013-00001.0	A00000-00003.1;	000005-70350.0	000000-00003.0	U-27-28-19-ZZZ-	U-12-28-18-10I-		
Traffic Vehicles (Total)	41,000	27,500	55,500	41,000	29,300	45,000	41,000	41,000	25,500		
SALE INFORMATION											
Transaction Price		\$1,699,999	\$1,599,900	\$1,000,000	\$1,999,000	\$950,000	\$800,000	\$950,000	\$520,300		
Transaction Price \$/SF		\$22.30	\$23.93	\$13.19	\$29.61	\$21.61	\$17.96	\$21.74	\$14.92		
Property Rights ¹		Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple		
Financing ²		Cash equivalent	Cash equivalent	Cash equivalent	Cash equivalent	Cash equivalent	Cash equivalent	Cash equivalent	Cash equivalent		
Sale Conditions ³		Listing (5%)	Listing (5%)	Listing (10%)	In Contract (5%)	Normal	Normal	Normal	Normal		
Expenditures After Sale ⁴		\$0	\$0	\$15,000 1.5%	\$25,000 1.3%	\$0	\$0	\$0	\$0		
Market Conditions ⁵		-	-	-	10/1/2025	3/6/2025	2/21/2025	9/29/2023	8/17/2023		
Sale Status		Listing	Listing	Listing	In Contract	Recorded	Recorded	Recorded	Recorded		
Recording Number		-	-	-	-	2025097367	2025076281	2023435761	2023339734		
Marketing Status		Open Market	Open Market	Open Market	Open Market	Open Market	Open Market	Open Market	Open Market		
Marketing Period (Months)		7.6 Months	7.2 Months	20.4 Months	31.3 Months	-	-	-	134.9 Months		
Total Transactional Adjustments		(\$1.11) (5%)	(\$1.20) (5%)	(\$1.14) (9%)	(\$1.13) (4%)	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%		
Adjusted \$/SF		\$21.19	\$22.73	\$12.05	\$28.48	\$21.61	\$17.96	\$21.74	\$14.92		
PHYSICAL INFORMATION											
Square Feet	76,167	76,230	66,865	75,794	67,518	43,956	44,536	43,708	34,864		
Location	Average	Below Average 5%	Average	Average	Good (10%)	Average	Average	Average	Below Average 5%		
Zoning	CG	PD (7%)	CG (7%)	CG	SH-CG & R (7%)	C1 (7%)	PD (7%)	PD (7%)	CG (7%)		
Shape	Generally Rectangular	Generally Rectangular	Generally Rectangular	L-Shaped 10%	Very Irregular 5%	Irregular	Generally Rectangular	Generally Rectangular	Generally Rectangular		
Traffic Vehicles (Total)	41,000	27,500 5%	55,500 (5%)	41,000	29,300 5%	45,000	41,000	41,000	25,500 5%		
Total Physical Adjustments		\$0.61 3%	(\$2.73) (12%)	\$1.21 10%	(\$1.99) (7%)	(\$1.51) (7%)	(\$1.26) (7%)	(\$1.52) (7%)	\$0.45 3%		
Final Adjusted \$/SF		\$21.80	\$20.00	\$13.26	\$26.49	\$20.10	\$16.70	\$20.22	\$15.37		
CONFIRMATION INFORMATION											
Company		Charles Rutenberg Realty, Inc	Andretta Properties	Property TCN Worldwide	Re/Max Elite Realty Commercial	Westside Pacific Estates	Florida Retail Partners	TSCG	Bissett McGrath Properties		
Name		Robert Houser	Bill Besselieu	John Lochner	Dean Koutroumanis, D.B.A.	Justin Bergman	Sandia Wasserman	Dana Dowsett	William P. Bissett		
Affiliation		Listing Broker	Listing Broker	Listing Broker	Listing Broker	Listing Broker	Listing Broker	Listing Broker	Listing Broker		
Phone		(813) 695-0341	(813) 263-5854	360-901-9329	(727) 430-0374	(310) 592-7936	(813) 838-8680	(813) 416-2767	(813) 765-7399		
Date		10/7/2025	10/7/2025	Confidential	Confidential	Confidential	Confidential	Confidential	Confidential		

Analysis of Land Comparables

Prior to consideration for adjustments, the comparables indicated prices of \$13.19/SF to \$29.61/SF, and an average of \$20.66/SF. An explanation of the adjustments to the comparables in comparison to the subject property follows:

Property Rights

“In this analysis, the property rights conveyed were leased fee or fee simple, no adjustments were necessary.” In this analysis, the property rights conveyed were fee simple, and no adjustments were necessary.

Financing

“The manner in which a transaction was financed; an element of comparison in the sales comparison approach whereby comparable properties can be adjusted for the influence of differences between a transaction’s financing terms and those assumed in the valuation of a subject property.” Financing adjustments are typically made when sellers provide financing that is substantially favorable relative to that available from disinterested third parties, such as a bank. All sales were cash or cash equivalent transactions, and no adjustments are warranted.

Sale Conditions

“An element of comparison in the sales comparison approach; comparable properties can be adjusted for differences in the motivations of either the buyer or a seller in a transaction.” Comparables 1, 2, and 3 are current listings, and downward adjustments are typically warranted for listings to provide a cushion in the negotiation process. Notably, greater weight was given to Comparable 3, as we are aware of an \$800,000 offer submitted for approval, although it has not yet been accepted. This suggests a potential discount of approximately 20% from the asking price.

Comparable 4 is a current contract, but the contract price was not disclosed; thus, we have relied on the listing price. Since the listing price was used as the basis, and land sales in the market area typically close lower than the asking price, a downward adjustment was made for this comparable.

The rest of the comparables involved typically motivated parties, and based on verification, no unusual conditions of sale existed. Therefore, no adjustments were warranted for those comparables.

Expenditures After Sale

“An element of comparison in the sales comparison approach; comparable properties can be adjusted for any additional investment (e.g., curing deferred maintenance) that the buyer needed to make immediately after purchase for the properties to have similar utility to the subject property being valued.” Comparables 3 and 4 represent a listing and a contract respectively, and since the properties contain multiple buildings slated for demolition, we applied upward adjustments for expenditures after sale, reflecting the estimated demolition cost, to derive an ‘as if vacant’ value. The remaining comparables did not warrant adjustments.

Market Conditions (Time)

“An element of comparison in the sales comparison approach; comparable properties can be adjusted for differences in the points in the real estate cycle at which the transactions occur. Sometimes called a time adjustment because the differences in dates of sale are often compared, although the usage can be misleading because property values do not change merely as the result of the passage of time.”

The sale dates of the comparables range from August 2023 to March 2025. Although market values have fluctuated over the past three to five years, the comparables fall within a stable period of market activity; therefore, no adjustments for market conditions were deemed necessary.

Physical/Size

The subject property totals 76,167 SF of usable land area, while the comparables are from 38,507 SF to 180,600 SF. Generally, smaller properties tend to command higher prices per square foot than larger sites, all else being equal, and vice versa.

All of the comparables were judged to be similar, and no adjustments were warranted.

Location

Location adjustments, if any, take into consideration various items of consideration such as demographics, market area developmental trends, accessibility and visibility, corner/interior situs, etc. The location of the subject is considered to be Average.

Comparable 1 is located along North Nebraska Avenue, within a cluster of auto dealerships and auto repair shops, with limited alternative retail options in the immediate area. Comparable 8 is situated near the easternmost portion of the submarket, farther from the main cluster of tourism-related attractions and supporting retail amenities. As such, upward location adjustments were warranted for both comparables.

Comparable 3 is located next to the Interstate 275 exit, thus having superior location characteristics relative to the subject, and a downward adjustment was warranted.

The rest of the comparables have similar demographic characteristics relative to the subject. Overall, no adjustments were warranted.

Zoning

The subject property is zoned General Commercial and is located within the Temple Terrace Community Redevelopment Area (CRA). This zoning and overlay combination permits a broad range of commercial and mixed-use developments but requires additional review and approval through the CRA Board and City Council to ensure compliance with the City's redevelopment objectives and design guidelines.

All comparable sales analyzed reflect generally similar underlying commercial zoning classifications; however, only Comparable 3 is located within a designated Community Redevelopment Area (CRA) similar to the subject. The remaining comparables are situated outside of a CRA, meaning they are not subject to the additional procedural and design oversight associated with redevelopment-area approvals. Properties outside of a CRA typically experience lower administrative and compliance costs and a shorter approval process, which can result in a modest market premium relative to sites within a CRA boundary.

To quantify this effect, a paired analysis of recent multifamily land sales located inside and outside of CRA-designated areas was conducted. The summary of our findings is below.

CRA Zoning Adjustment						
Subject	City	State	Sale Date	Sale Price	Units	Price/Unit
CRA Location		FL	Sep-19	\$3,000,000	200	\$15,000
Out of CRA						
	Parrish	FL	Mar-19	\$2,665,192	168	\$15,864
	Brandon	FL	May-19	\$5,000,000	296	\$16,892
	Brandon	FL	Mar-19	\$4,500,000	287	\$15,679
Average						\$16,145
Difference on Average						7.1%

We were able to identify a comparable land sale that occurred within the subject's CRA boundary in September 2019, representing the sale of a proposed apartment complex site with similar physical and locational characteristics. This sale transacted at a price of approximately \$15,000 per unit, whereas comparable land sales in non-CRA locations—including sites in Parrish and Brandon—averaged approximately \$16,145 per unit. The data reflects an approximate 7.1% difference attributable to the additional entitlement requirements, board approvals, and extended review process typically associated with CRA oversight.

Accordingly, a downward adjustment of approximately 7% was applied to all comparables located outside of the CRA to account for the subject's additional procedural requirements under the redevelopment framework.

Comparable 3, which shares both the same CRA designation and General Commercial (CG) zoning as the subject, required no adjustment for this line item.

On a side note, as redevelopment initiatives progress, properties within CRA districts often demonstrate long-term value appreciation driven by public investment, infrastructure upgrades, and coordinated planning efforts. This pattern has been observed in other Florida markets—such as Naples, Tampa Heights, and St. Petersburg—where early phases of CRA implementation initially imposed stricter review standards but ultimately led to significant private-sector interest, rising land values, and accelerated redevelopment activity once projects began to materialize. Consequently, while the short-term impact of CRA oversight may modestly temper pricing, the long-term outlook for CRA properties tends to be positive, as improved infrastructure, walkability, and public amenities enhance the overall marketability and investment potential of the area.

Shape

The subject has a generally rectangular shape. Comparables 1, 2, 5, 6, 7, and 8 have a similar shape relative to the subject, and no adjustments were warranted.

Comparables 3 and 4 have inferior shape configurations, which can limit potential development in the future, and varying upward adjustments were warranted.

Traffic Count (AADT)

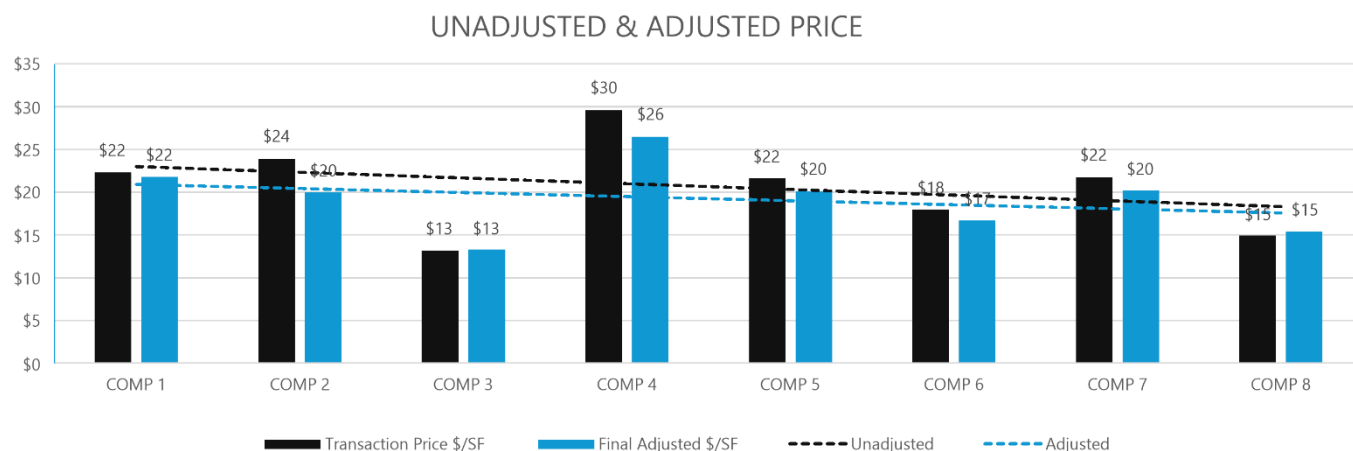
The subject property has frontage along a road that has a traffic count of 41,000 AADT.

Comparables 1, 4, and 8 have inferior traffic counts relative to the subject, and upward adjustments were warranted.

Comparables 3, 5, 6, and 7 have similar traffic counts relative to the subject, and no adjustments were warranted.

Comparable 2 has a superior traffic count, and a downward adjustment was warranted.

Summary and Conclusion



Following adjustments, the comparables indicated a price per SF range of \$13.26/SF and \$26.49/SF with an average of \$19.24/SF and a median of \$20.05/SF. In this case, most weight was given to Comparables 3, 6, and 7, which are located on the same street as the subject, with secondary support from the median and average of the comparables. Comparables 3, 6, and 7 average is \$16.72/SF.

On the other hand, there is a current offer at \$1,400,000 (\$18.38/SF) under CRA review. The prospective buyer intends to develop the site with a restaurant-bar concept featuring a miniature golf or similar tourism-oriented component. As of the effective date of appraisal, this proposal remains in the approval process. This is an arms-length offer, and we have given some weight in our reconciliation process.

Taking the foregoing into consideration, but also considering prevailing market conditions as well as the subject's location and the subject's entitlements, an overall value estimate of \$19.00/SF was concluded.

The following table summarizes the comparable land sales analysis and applies the per SF value conclusion to the land area to provide an indication of the as is market value.

LAND SALES COMPARISON APPROACH CONCLUSION (SF)							
	TRANSACTION	ADJUSTMENT				NET	GROSS
	PRICE	TRANSACTIONAL ¹	ADJUSTED	PROPERTY ²	FINAL	ADJ	ADJ
1	\$22.30	(5%)	\$21.19	3%	\$21.80	(2%)	22%
2	\$23.93	(5%)	\$22.73	(12%)	\$20.00	(16%)	17%
3	\$13.19	(9%)	\$12.05	10%	\$13.26	1%	22%
4	\$29.61	(4%)	\$28.48	(7%)	\$26.49	(11%)	33%
5	\$21.61	0%	\$21.61	(7%)	\$20.10	(7%)	7%
6	\$17.96	0%	\$17.96	(7%)	\$16.70	(7%)	7%
7	\$21.74	0%	\$21.74	(7%)	\$20.22	(7%)	7%
8	\$14.92	0%	\$14.92	3%	\$15.37	3%	17%
HIGH	\$29.61	0%	\$28.48	10%	\$26.49	3%	33%
AVG	\$20.66	(3%)	\$20.09	(3%)	\$19.24	(6%)	16%
MED	\$21.68	(2%)	\$21.40	(7%)	\$20.05	(7%)	17%
LOW	\$13.19	(9%)	\$12.05	(12%)	\$13.26	(16%)	7%
		SUBJECT SF		\$/SF		VALUE	
Total Land Area		76,167	x	\$19.00	=	\$1,447,173	
INDICATED VALUE (ROUNDED TO NEAREST \$5,000)				\$18.97		\$1,445,000	

¹Cumulative ²Additive

RECONCILIATION OF VALUE CONCLUSIONS

This appraisal developed Land Sales Comparison Approach. The values presented represent the As-Is Market Value (Fee Simple Estate). The Reconciliation of Value Conclusions is the final step in the appraisal process and involves the weighing of the individual valuation techniques in relationship to their substantiation by market data, and the reliability and applicability of each valuation technique to the subject property. Below, the individual strengths and weaknesses of each approach are analyzed.

As previously discussed, the **Cost Approach** was not presented in this analysis. This approach is not applicable to vacant land.

The **Sales Comparison Approach** provides a reliable indication when the analysis relies on comparable properties that have recently sold. In this instance, we were able to locate recent land sales that are generally similar to the subject site. The Sales Comparison Approach provided a reliable indication for the as is market value of the underlying subject site. The most likely buyer for the subject would be a local or national developer and this approach is given all emphasis.

The **Income Approach** to value is generally considered to be the best and most accurate measure of the value of income-producing properties. The value estimate by this approach best reflects the analysis that knowledgeable buyers and sellers carry out in their decision-making processes regarding this type of property. Sufficient market data was available to reliably estimate gross income, vacancy, expenses and capitalization rates for the subject property. The subject is a vacant parcel and it is not leased. Thus, this approach was not developed.

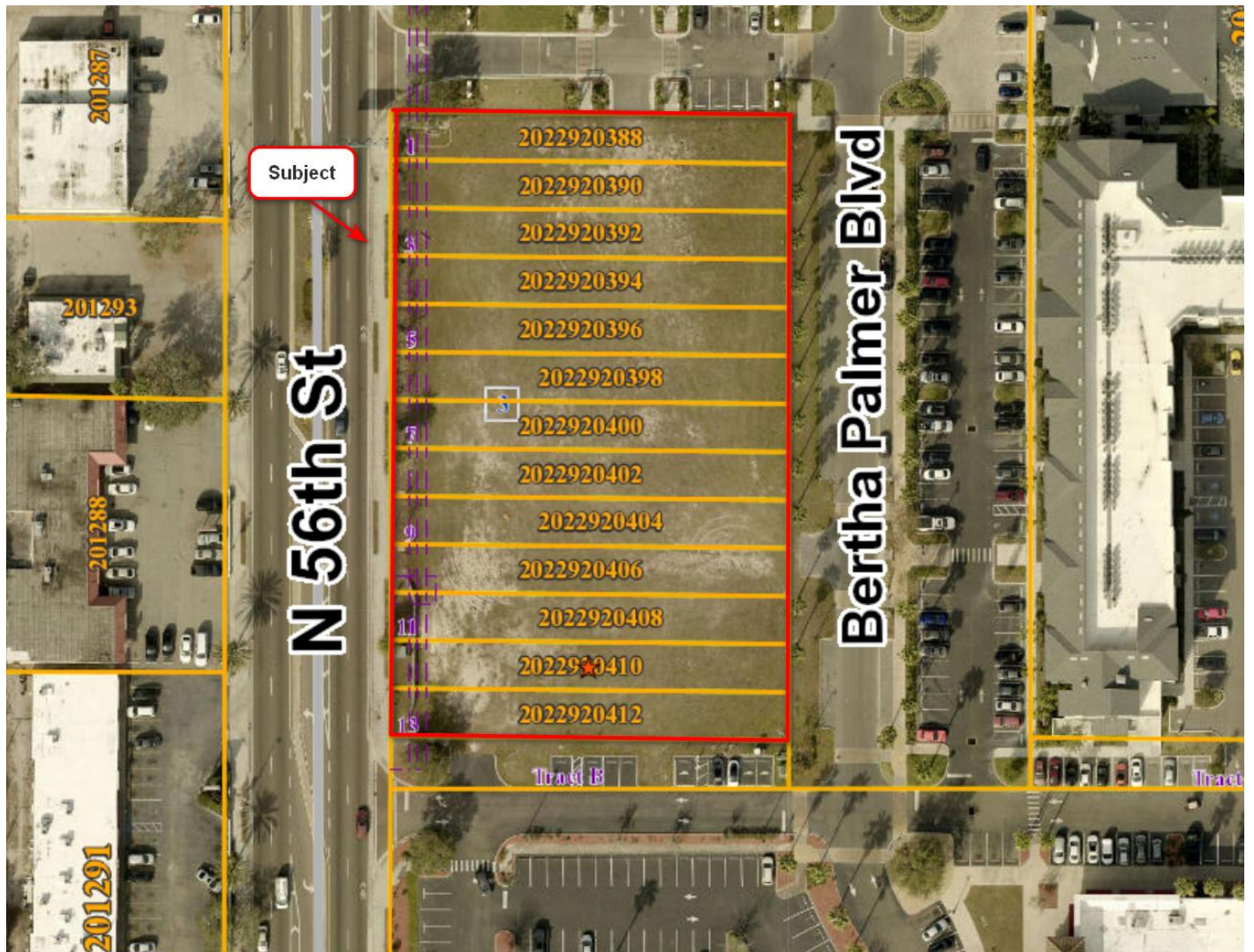
After considering all factors relevant to the valuation of the subject property, all emphasis is placed on the Sales Comparison Approach in the following As-Is Market Value.

RECONCILIATION OF VALUES	
VALUATION SCENARIOS	AS-IS MARKET VALUE
Interest	Fee Simple Estate
Date	October 3, 2025
LAND VALUE	
LAND CONCLUSION	\$1,445,000
\$/SF Total Land Area	\$18.97
FINAL VALUE CONCLUSION	
FINAL VALUE CONCLUSION	\$1,445,000
\$/SF Total Land Area	\$18.97

Assumptions and Limiting Conditions

- ▶ Information presented in this report has been obtained from reliable sources, and it is assumed that the information is accurate.
- ▶ This analysis assumes that the information provided for this appraisal accurately reflect the current condition of the subject property.
- ▶ This report shall be used for its intended purpose only, and by the party to whom it is addressed. Possession of this report does not include the right of publication.
- ▶ The appraisers may not be required to give testimony or to appear in court by reason of this appraisal, with reference to the property in question, unless prior arrangements have been made.
- ▶ The statements of value and all conclusions shall apply as of the dates shown herein.
- ▶ There is no present or contemplated future interest in the property by the appraisers which is not specifically disclosed in this report.
- ▶ Without the written consent or approval of the authors neither all, nor any part of, the contents of this report shall be conveyed to the public through advertising, public relations, news, sales, or other media. This applies particularly to value conclusions and to the identity of the appraisers and the company with which the appraisers are connected.
- ▶ This report must be used in its entirety. Reliance on any portion of the report independent of others, may lead the reader to erroneous conclusions regarding the property values. Unless approval is provided by the authors no portion of the report stands alone.
- ▶ We assume no responsibility for matters legal in character, nor do we render any opinion as to title, which is assumed to be marketable. All existing liens, encumbrances, and assessments have been disregarded, unless otherwise noted, and the property is appraised as though free and clear, under responsible ownership, and competent management.
- ▶ The appraisal has provided exhibits to assist the client(s)/intended user(s) to understand from a graphical standpoint some of the salient issues which impact the subject property. We have made no survey of the property and if further verification is required, a survey by a registered surveyor is advised.
- ▶ The appraisers assume no responsibility for determining if the property requires environmental approval by the appropriate governing agencies, nor if it is in violation thereof, unless otherwise noted herein. This analysis assumes that no asbestos or other hazardous materials are stored or found in or on the subject property. If evidence of hazardous materials of any kind occurs, the reader should seek qualified professional assistance. If hazardous materials are discovered and if future market conditions indicate an impact on value and increased perceived risk, a revision of the concluded values may be necessary.
- ▶ The valuation stated herein assumes professional management and operation of the buildings throughout the lifetime of the improvements, with an adequate maintenance and repair program.
- ▶ The liability of Bluemark Valuation Advisors, its principals, agents, and employees is limited to the client. Further, there is no accountability, obligation, or liability to any third party. If this report is placed in the hands of anyone other than the client, the client shall make such party aware of all limiting conditions and assumptions of the assignment and related discussions. The appraisers are in no way responsible for any costs incurred to discover or correct any deficiency in the property.
- ▶ The appraisers are not qualified to detect the presence of toxic or hazardous substances or materials which may influence or be associated with the property or any adjacent properties, has made no investigation or analysis as to the presence of such materials, and expressly disclaims any duty to note the degree of fault. Bluemark Valuation Advisors and its principals, agents, employees, shall not be liable for any costs, expenses, assessments, or penalties, or diminution in value, property damage, or personal injury (including death) resulting from or otherwise attributable to toxic or hazardous substances or materials, including without limitation hazardous waste, asbestos material, formaldehyde, or any smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, solids or gasses, waste materials or other irritants, contaminants or pollutants.
- ▶ The appraisers assume no responsibility for determining if the subject property complies with the Americans with Disabilities Act (ADA). Bluemark Valuation Advisors, its principals, agents, and employees, shall not be liable for any costs, expenses, assessments, penalties or diminution in value resulting from non-compliance.
- ▶ This appraisal assumes that the subject meets an acceptable level of compliance with ADA standards; if the subject is not in compliance, the eventual renovation costs and/or penalties would negatively impact the present value of the subject. If the magnitude and time of the cost were known today, they would be reduced from the reported value conclusion.
- ▶ Unless otherwise noted herein, a detailed soils study was not provided for this analysis. The subject's soils and sub-soil conditions are assumed to be suitable based upon a visual inspection of the subject property and surrounding properties, which did not indicate evidence of excessive settling or unstable soils. No certification is made regarding the stability or suitability of the soil or sub-soil conditions.

Aerial Map



[illegible]

Land Use Map

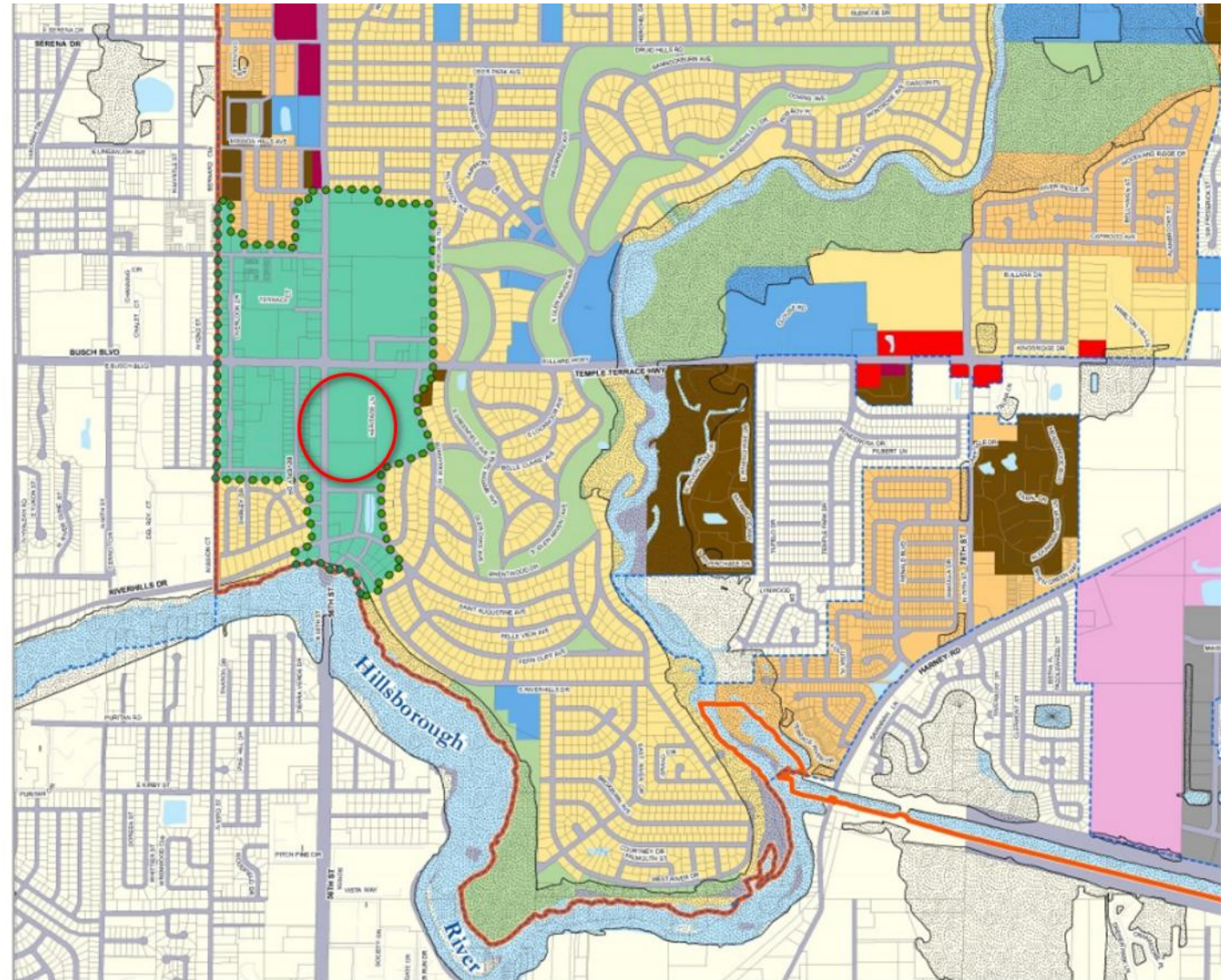




TABLE 1. SUMMARY OF OPPORTUNITIES AND CONSTRAINTS WITHIN THE SEQ

CATEGORY	OPPORTUNITIES	CONSTRAINTS
North Subarea		
Connectivity	- Enhanced intersection crossings - Shared lane markings for bicycles - Widened sidewalk	Sidewalk on North 56th Street is in FDOT right-of-way
Open Space and Amenities	- Reconfigured parking areas to provide flex space for events, such as open-air markets or food truck rallies - Landscaping to provide shade	Limited space for additional open space
Placemaking	- Wayfinding signage - Branding elements - Consistent design elements, such as pavers and landscaping - Public art and gateway space	Several properties are not City-owned

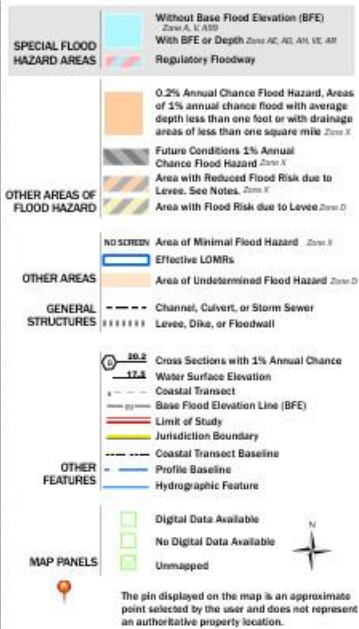
Flood Map

National Flood Hazard Layer FIRMette



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT



This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 10/1/2025 at 2:42 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and undetermined areas cannot be used for regulatory purposes.

Supporting Property Documents

For Sale | Retail Development Opportunity in Temple Terrace

8901 N 56TH STREET, TAMPA, FL 33617



OFFERING SUMMARY

Sale Price:	\$2,000,000
Lot Size:	1.75 Acres
Price / Acre:	\$1,142,857
Zoning:	Commercial General
Market:	Tampa
Submarket:	Temple Terrace

PROPERTY OVERVIEW

Uncover an exceptional retail opportunity in the heart of Temple Terrace, FL, at this prime property zoned Commercial General. Boasting 350' frontage along the high-traffic N 56th Street, this site offers unparalleled exposure with a daily average traffic volume of 40K. Positioned to draw from the nearby USF, Busch Gardens, and Moffitt medical markets, it presents a compelling prospect for retail or restaurant development. With the City of Temple Terrace planning for multimodal mobility and pedestrian connectivity, this property aligns with the area's future growth. Take advantage of this outstanding location and the potential for retail success, zoned CG with future land use designated as Downtown Mixed Use (DMU-35).

PROPERTY HIGHLIGHTS

- Zoned Commercial General for versatile development opportunities
- 350' frontage with direct exposure to N 56th Street
- High traffic volume of 40K daily average for maximum visibility
- Ideal for restaurant or retail targeting USF, Busch Gardens, and Moffitt markets
- Positioned for future growth with City of Temple Terrace plans
- Future land use designated as Downtown Mixed Use (DMU-35)

For Sale | Retail Development Opportunity in Temple Terrace

8901 N 56TH STREET, TAMPA, FL 33617



SITE DESCRIPTION

The City of Temple Terrace initiated the development of a Pedestrian Master Plan for the Southeast Quadrant (SEQ) of the Temple Terrace Community Redevelopment Area (CRA) to improve walkability and pedestrian connectivity in the area and to develop surface improvements and park-like amenities for the property surrounding the Springdale Outfall Pond area. This Master Plan sets a framework for pedestrian and open space amenities in the SEQ as the area continues to redevelop.

City leadership is committed to a progressive and pedestrian friendly development. A perfect location for a restaurant or upscale retail. The plan does not allow storage, car wash or QSR developments on this parcel.



Engagement Letter



BLUEMARK VALUATION ADVISORS
APPRAISAL SOLUTIONS

Bluemark Valuation Advisors
9800 4th St N Ste 200
St. Petersburg, FL 33702

Date: September 29, 2025

City of Temple Terrace
Mr. Carlos Baia
City Manager
11250 N. 56th Street
Temple Terrace, FL 33617
cbaia@templeterrace.gov

Victor A. Torres, MAI
Principal/Appraiser
727-337-6390
info@tampavaluation.com

PROFESSIONAL SERVICE AGREEMENT ("Agreement")

This Professional Services Agreement (this "Agreement") is made and entered into on September 30, 2025 (the "Effective Date"), by and between Bluemark Valuation Advisors and City of Temple Terrace (herein referred to as "Client").

Project Name	Temple Terrace 13 Continuous Lots
Property Identification	8901 N 56 th Street, Temple Terrace, FL 33617 (See Exhibit A)
Property Type	Land
Interest Valued	Fee Simple Interest
Intended User(s)	The appraisal will be prepared for the above-mentioned client. Intended users include the client. <i>Note: No other users are intended by Appraiser. Appraiser shall consider the intended users when determining the level of detail to be provided in the Appraisal Report.</i> <i>The client is also hereby informed that if this engagement is directly with the owner of the Property, the Appraisal may not be accepted by many federally insured lenders due to FIRREA Compliance and would likely not be accepted for future financing of said property.</i>
Intended Use	The report to be performed under this Agreement ("Appraisal") is intended for Decision-Making/Internal. <i>Note: No other use is intended by Appraiser. The intended use as stated shall be used by Appraiser in determining the appropriate Scope of Work for the assignment.</i>
Type of Value	As-Is Market Value
Date of Value	Date of inspection
Report Type	Appraisal Report
Level of Analysis	Detailed
Professional Fee	
Retainer	\$0- Retainer payment is required to begin the work.
Expenses	Fees include all associated expenses.
Payment Terms	Appraiser shall invoice Client for services rendered pursuant to this Agreement based upon the fees specified in this Agreement. Appraiser's invoices are considered due upon receipt by Client and shall be deemed delinquent if not paid within five (5) days of the date of Appraiser's invoice.

SCOPE OF WORK

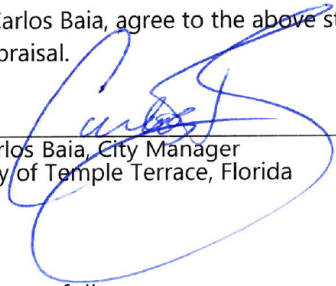
Site Inspection	On-site
Valuation Approaches	Appraiser will provide the Appraisal in accordance with Uniform Standards of Professional Appraisal (USPAP), The Code of Professional Ethics of the Appraisal Institute, Standards of Professional Appraisal Practice of the Appraisal Institute, and State Licensing Laws. Appraiser will research relevant market data, and perform analysis to the extent necessary to produce credible appraisal results. Appraiser anticipates developing the following valuation approach: ► Sales Comparison Approach The scope of work will be included in the Appraisal. A copy of the Assumptions and Limiting Conditions, which appear in the Appraisal, is available upon request. <i>Note: Appraiser shall use all approaches necessary to develop a credible opinion of value.</i>
Delivery	2 weeks (effective from date of inspection or signed/returned engagement contract, whichever is later)
Number of Reports	One (1) Electronic Final Appraisal
Acceptance Date	These specifications are subject to modification if this Agreement is not accepted within 5 business days from the date of this letter.

PROPERTY DATA REQUEST

Please forward any additional materials you would consider relevant in the analysis of the subject property. Such items may include, as applicable, an accurate property description, site survey, purchase and sale agreement, title report, any environmental reports or other third party reports, or any other sources of information known to exist that may impact the valuation of the property.

Our ability to honor the terms of this Agreement will require Client's response within five (5) business days. If you have questions regarding the enclosed, please feel free to contact me. Bluemark Valuation Advisors appreciates this opportunity to be of service to you on this assignment and looks forward to serving you. If you have additional questions, please contact us.

I, Carlos Baia, agree to the above stated terms and authorize Bluemark Valuation Advisors to prepare the above referenced appraisal.


 Carlos Baia, City Manager
 City of Temple Terrace, Florida

Date: 9.30.25

Respectfully,

BLUEMARK VALUATION ADVISORS


Victor A. Torres, MAI
 Principal/Appraiser

QUALIFICATIONS OF VICTOR AVETT TORRES, MAI

VICTOR A. TORRES, MAI

REAL ESTATE APPRAISER



813-330-1339 TampaValuation.com info@tampavaluation@gmail.com

PROFILE

My appraisal and consulting assignments have encompassed a broad range of commercial and special-purpose properties. This includes freestanding and multi-tenant retail facilities, office buildings, industrial properties, ground leases, as well as vacant residential and commercial land. My experience spans across Florida, the Cayman Islands, Georgia, and Puerto Rico, offering a diverse geographic portfolio of appraisals.

LICENSES:

Florida: State-Certified General Appraiser RZ3912
Sales Associate SL3411705
Puerto Rico: State Appraiser License 1373EPA
State-Certified General Appraiser 373CG

EXPERIENCE:

July 2017 to Present –Appraiser/Principal
Bluemark Valuation Advisors (St. Petersburg Florida)

July 2017 to Present –Valuation Consultant
E & F Associates /Real Estate Consultants (San Juan, Puerto Rico)

November 2015 to June 2017 – Associate Appraiser
Franklin Street Valuation Advisory (Tampa, Florida)

November 2011 to Present –Senior Appraiser
Octagon Consultant Group (San Juan, Puerto Rico)

November 2011 to November 2015 – Trainee Appraiser
Raimundo Marrero Appraisers (San Juan, Puerto Rico)

MEMBERSHIPS AND PROFESSIONAL AFFILIATIONS

Member of the Appraisal Institute (MAI) Designation
Leadership Development & Advisory Council (LDAC) 2022 & 2024
Secretary of Florida Gulf Coast Chapter, Appraisal Institute 2024
Director of Florida Gulf Coast Chapter, Appraisal Institute 2022-2023
Regional Representative, Appraisal Institute 2023-2024



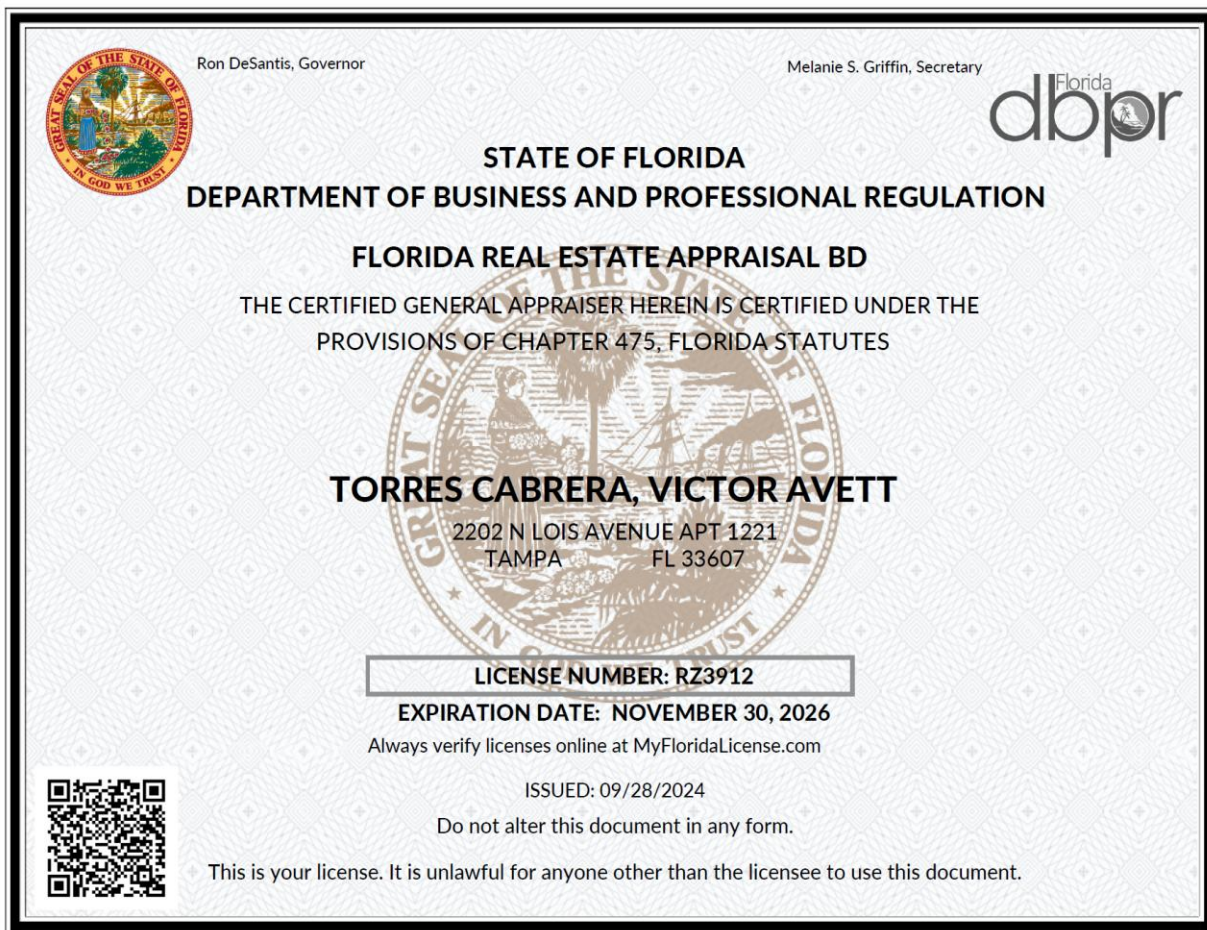
REAL ESTATE EDUCATION:

Appraisal Institute

2024-2025 USPAP Update	2024
Puerto Rico Law & Regulations	2023
Small Hotel/Motel Valuation	2023
Puerto Rico Law & Regulations	2023
Iso Construction And Basic Construction Plan Reading	2023
3 Hours of Supervisor and Trainee Course	2023
Analyzing Operating Expenses	2022
2022-2023 7-Hour National USPAP Update Course	2022
Southwest Florida Energy Efficiency & Green Features Explored	2022
Appraisal Review Involving Appraisals with Multiple Appraisers	2022
3-Hour Florida Appraisal Laws and Rules	2022
General Demonstration Report-Capstone Program	2020
15-Hour National USPAP Course	2019
Advance Concepts and Case Studies	2019
Advanced Market Study and Highest and Best Use	2018
Advance Income Capitalization Approach	2017
Real Estate Finance Statistics and Valuation Modeling	2017
General Appraiser Market Analysis and Highest & Best Use	2016
General Appraiser Income Approach/ Part 2	2015
General Appraiser Income Approach/ Part 1	2015
Supervisory Appraiser/Trainee Appraiser Course	2014
General Appraiser Site Valuation & Cost Approach	2014
General Appraiser Report Writing and Case Studies	2014
General Appraiser Sales Comparison Approach	2014
15-Hour National USPAP Course	2013
Business Practices and Ethics	2013
Basic Appraisal Procedures	2012
Basic Appraisal Principles	2012

McKissock / Others

Florida Appraisal Laws and Regulations	2024
Commercial Land Valuation	2023
2022-2023 7-Hour National USPAP Update Course	2023
Valuation of Residential Solar	2023
Appraisal of Self-Storage Facilities	2022
Supporting Your Adjustments: Methods for Residential Appraisers	2022
Estimating The NFIPS Market Value (FEMA)	2022
Appraisal of Fast Food Facilities	2020
Appraisal of Industrial and Flex Buildings	2020
The FHA Handbook 4000.1	2020
Florida Appraisal Laws and Regulations	2020
Florida Sales Associate Pre-Licensure Course	2018
Residential Appraiser Sales Comparison Approach	2017
7 Hours National USPSP Update Course	2016
General Appraiser Market Analysis Highest and Best Use	2016
2014-2015 15-Hour National USPAP Course	2015
Florida Appraisal Laws and Regulations	2015





Transaction Identification Data, for which the Company assumes no liability as set forth in Commitment Condition 5.e.:

Issuing Agent: GrayRobinson, P.A.
 Issuing Office: 401 E. Jackson St., Suite 2700,
 Tampa, FL 33602
 Issuing Office's ALTA® Registry ID:
 Loan ID Number:
 Commitment Number: 12681817
 Issuing Office File Number: 24481.2
 Property Address: FL
 Revision Number:

SCHEDULE A

1. Commitment Date: 09/10/2025 at: 5:00 PM
2. Policy to be issued:
 - A. 2021 ALTA Owner's Policy with Florida Modifications
 Proposed Insured: Purchaser with contractual rights under a purchase agreement with the vested owner identified at Schedule A item 4 herein
 Proposed Amount of Insurance: \$10,000.00
 The estate or interest to be insured: Fee Simple
3. The estate or interest in the Land at the Commitment Date is: *(Identify each estate or interest covered, i.e., fee, leasehold, etc.)*

Fee Simple
4. The Title is, at the Commitment Date, vested in: *(Identify vesting for each estate or interest identified in Item 3 above)*

The City of Temple Terrace, a Florida municipal corporation and, as disclosed in the Public Records, has been since December 15, 2014, by virtue of the Special Warranty Deed recorded in Official Records Book 22976, Page 1480.
5. The Land is described as follows in Exhibit "A" attached hereto and made part hereof.

Countersigned:

By: _____
 Authorized Officer or Agent





SCHEDULE B, PART I Requirements

All of the following Requirements must be met:

1. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.
2. Pay the agreed amount for the estate or interest to be insured.
3. Pay the premiums, fees, and charges for the Policy to the Company.
4. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.
 - A. Duly executed Warranty Deed from the City of Temple Terrace, a municipal corporation organized and existing under the laws of the State of Florida, Grantor, to Purchaser with contractual rights under a purchase agreement with the vested owner identified at Schedule A item 4 herein, Grantee, conveying the land described on Schedule A hereof.

TOGETHER WITH a Resolution of the Grantor stating that it has been resolved, pursuant to a duly held meeting of its governing body, that:

- (i) the land described in Schedule A has been determined to be unnecessary for its public purposes;
- (ii) the governing body has determined that disposal of said land is in the best interest of the public;
- (iii) authorizing conveyance of the land described in Schedule A to _____, by the individual executing said Deed, pursuant to the applicable Florida Statutes; and
- (iv) said Deed to specifically release any automatic reservation and right of entry in accordance with Florida Statute Section 270.11, otherwise this Commitment and policy when issued will take exception to such mineral interests.

5. An Affidavit in form acceptable to Fidelity National Title Insurance Company ("Company") and executed by or on behalf of the current record owner(s) of the subject property stating: (1) that there are no parties in possession of the subject property other than said current record owner(s); (2) that there are no encumbrances upon the subject property other than as may be set forth in this Commitment and (3) there are no unrecorded assessments which are due and payable to Hillsborough County, Florida, and if located within a municipality, service charges for water, sewer, waste and gas, if any, are in fact paid through the date of this Affidavit; and (4) that there have been no improvements made to or upon the subject property within the ninety (90) day period last past (from the date of such affidavit) for which there remain any outstanding and unpaid bills for labor, materials or supplies for which a lien or liens may be claimed must be furnished to Fidelity National Title Insurance Company, or, in lieu thereof, an exception to those matters set forth in said Affidavit which are inconsistent with or deviate from the foregoing requirements will appear in the policy or policies to be issued pursuant to this Commitment.
6. The search did not disclose any open mortgages of record, therefore the Company reserves the right to require further evidence to confirm that the Land is unencumbered, and further reserves the right to make additional requirements or add additional items or exceptions upon receipt of the requested evidence. To delete this requirement, the title agent must confirm with the owner that the Land is free and clear of mortgages and include such a recitation in the title affidavit.
7. For each policy to be issued as identified in Schedule A, Item 2, the Company shall not be liable under this Commitment until it receives a designation for a Proposed Insured, acceptable to the Company. As provided

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SCHEDULE B, PART I Requirements

in Commitment Condition 4, the Company may amend this Commitment to add, among other things, additional exceptions or requirements after the designation of the Proposed Insured.

8. The Proposed Policy Amount(s) must be disclosed to the Company, and subject to approval by the Company, entered as the Proposed Policy Amount. An owner's policy should reflect the purchase price or full value of the Land. A loan policy should reflect the loan amount or value of the property as collateral. Proposed Policy Amount(s) will be revised and premiums charged consistent therewith when the final amounts are approved.
9. This is a preliminary commitment that requires the review and approval by the underwriting department for the company and/or state underwriting counsel. Accordingly, this commitment is not effective to bind the Company until the necessary approval is obtained from the underwriting department and/or state underwriting counsel. The company reserves the right to add additional requirements and/or exceptions as deemed necessary upon said review.

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0388

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0390

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0392

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0394

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0396

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0398

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0400

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0402

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0404

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0406

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0408

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0410

NOTE: 2024 Real Property Taxes in the gross amount of \$219.51 are PAID, under Tax I.D. No. 202292-0412

NOTE: The Conveyances to Foreign Entities Act in sections 692.201 - 692.205, Florida Statutes (the "Act"), limits and regulates the purchase, sale and ownership of Florida real property by certain buyers who are associated with "foreign countries of concern," specifically the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro and the Syrian Arab Republic. In connection with the purchase of real property, the Act requires each buyer to provide an affidavit confirming the purchaser is in compliance with the Act. Any loss or damage resulting from a violation of the Act is excluded from coverage under the terms of the Policy.



SCHEDULE B, PART I Requirements

NOTE: Section 695.26 (1)(c), F.S., provides that no instrument conveying, assigning, encumbering or otherwise disposing of an interest in real property which is executed or acknowledged in Florida shall be recorded by the clerk of court unless the post office address of each witness is legibly printed, typed or stamped upon the instrument. If an instrument containing one or more witnesses is recorded, the witnesses' addresses, as well as their names, should appear below their signatures. A business address may be used.





SCHEDULE B, PART II Exceptions

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This Commitment and the Policy treat any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document will be excepted from coverage.

The Policy will not insure against loss or damage resulting from the terms and conditions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

1. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed insured acquires for value of record the estate or interest or mortgage thereon covered by this form.
2. Taxes and assessments for the year 2025 and subsequent years, which are not yet due and payable.
3. Standard Exceptions:
 - A. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land.
 - B. Rights or claims of parties in possession not shown by the public records.
 - C. Any lien, or right to a lien, for services, labor, or materials heretofore or hereafter furnished, imposed by law and not shown by the public records.
 - D. Taxes or assessments which are not shown as existing liens in the public records.
4. Oil, gas and mineral reservations in favor of the Trustees of the Internal Improvement Fund of the State of Florida as contained in that certain Deed, recorded in Deed Book 1479, Page 326. The right of entry for mining, drilling and exploration has been released pursuant to section 270.11(3), Florida Statutes.
5. Terms, covenants, conditions, easements and other matters contained in Ordinance No. 54 and Ordinance No. 71, recorded in Official Records Book 601, Pages 416 and 417.
6. Easements reserved by the City of Temple Terrace in Ordinance No. 161, recorded in Official Records Book 1600, Page 286.
7. Easement(s) and matters contained in Grant of Easement granted to Pan American Bank of Tampa, N.A., recorded in Official Records Book 3669, Page 621, and amended by Extension and Modification of Easement recorded in Official Records Book 10256, Page 731.
8. Ordinance No. 523 recorded in Official Records Book 4401, Page 809.
9. Terms, covenants, conditions, easement(s) and other matters contained in the Lease dated February 9, 1992, and made by Florida Gulf Plaza Associates, Ltd., a Florida limited partnership, and Kash N Karry Food Stores, a Delaware corporation, a Memorandum/Short Form of which was recorded March 2, 1993, in Official Records Book 6898, Page 1679, re-recorded in Official Records Book 7261, Page 583, as amended by revised Lease dated March 6, 1992, and by First Modification of Lease recorded in Official Records Book 7397, Page 1889, re-recorded in Official Records Book 7864, Page 604, and as affected by Order Confirming

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SCHEDULE B, PART II Exceptions

Debtor's First Amended Plan of Reorganization, dated December 12, 1994, in Chapter 11 Case No. 94-1082, U.S. Bankruptcy Court for the District of Delaware, recorded in Official Records Book 7627, Page 974, and amended by Agreement Regarding Leases recorded in Official Records Book 7954, Page 694, and by Restatement of Provisions of Lease recorded in Official Records Book 8292, Page 1060.

10. Quit Claim Deed for any and all public road rights-of-way, together with associated Stormwater facilities, recorded January 31, 2005, in Official Records Book 14637, Page 571.
11. Easement(s) granted to Tampa Electric Company, a Florida corporation, recorded April 2, 2009, in Official Records Book 19181, Page 1137.
12. Easement(s) contained in Perpetual Easement granted to the City of Temple Terrace recorded in Official Records Book 19304, Page 1095.
13. Terms, covenants, conditions, obligations and other matters contained in the Development Agreement and Memorandum thereof between the City of Temple Terrace, a municipal corporation of the State of Florida and Vlass Temple Terrace, LLC, a Georgia limited liability company, as evidenced by Memorandum of Master Development Agreement recorded July 2, 2009, in Official Records Book 19336, Page 1598; as amended by document recorded in Official Records Book 19954, Page 1872.
14. Easement(s) contained in Perpetual Easement granted to the City of Temple Terrace recorded in Official Records Book 19349, Page 1699.
15. Options, easements and matters, including but not limited to all right, title and interest of the City of Temple Terrace, a Florida municipal corporation, a body corporate under the Laws of the State of Florida, of an undivided three-fourths interest in and to all phosphates, minerals and metals, together with an undivided one-half interest in and to all petroleum, in, on or under the surface of the insured land, as contained in that certain Deed, recorded in Official Records Book 19336, Page 1616; as supplemented and corrected by deed recorded in Official Records Book 19954, Page 1849, created pursuant to Section 270.11, Florida Statutes.
16. Easement(s) granted to Tampa Electric Company, a Florida corporation by Grant of Non-Exclusive Utility Easement recorded in Official Records Book 20798, Page 219.
17. Declaration of Restrictions, by and between Vlass Temple Terrace, LLC and BravoTampa, LLC recorded October 22, 2013, in Official Records Book 22218, Page 321.
18. Resolution No. 167-14 recorded December 15, 2014, in Official Records Book 22976, Page 1477.
19. Ordinance No. 1348 recorded February 24, 2015, in Official Records Book 23104, Page 916.
20. Restrictions, covenants, conditions, easements and other matters as contained on the Plat of Temple Terrace Downtown - A Partial Replat, recorded in Plat Book 130, Page 57 through 60, inclusive, of the Public Records of Hillsborough County, Florida.
21. Rights of tenants occupying all or part of the insured land under unrecorded leases or rental agreements.

NOTE: Exception 1 above shall be deemed deleted as of the time the settlement funds or proceeds of the loan to be secured by the insured mortgage, as applicable, are disbursed by the Company or its authorized agent. Neither the Company nor its agent shall, however, be under any duty to disburse any sum except upon a determination that no such adverse intervening matters have appeared of record or occurred.

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SCHEDULE B, PART II Exceptions

NOTES ON STANDARD EXCEPTIONS:

Item 3A will be deleted from the policy(ies) upon receipt of an accurate survey of the Land acceptable to the Company. Exception will be made for any encroachment, setback line violation, overlap, boundary line dispute or other adverse matter disclosed by the survey.

Items 3B, 3C, and 3D will be deleted from the policy(ies) upon receipt of an affidavit acceptable to the Company, affirming that, except as disclosed therein (i) no parties in possession of the Land exist other than the record owner(s); (ii) no improvements have been made to the Land within 90 days prior to closing which have not have been paid for in full; and (iii) no unpaid taxes or assessments are against the Land which are not shown as existing liens in the public records. Exception will be made for matters disclosed in the affidavit.

NOTE: All recording references in this form shall refer to the public records of Hillsborough County, Florida, unless otherwise noted.

NOTE: In accordance with Florida Statutes section 627.4131, please be advised that the insured hereunder may present inquiries, obtain information about coverage, or receive assistance in resolving complaints, by contacting Fidelity National Title Insurance Company, 2203 North Lois Ave, Tampa, FL 33607; Telephone 866-632-6200.

Searched By: Jamie Lantigua ~jamie.lantigua@fnf.com~



EXHIBIT "A"

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13, Block 3, Temple Terrace Downtown - A Partial Replat, according to the map or plat thereof, as recorded in Plat Book 130, Pages 57 through 60, inclusive, of the Public Records of Hillsborough County, Florida.

