



**Florida Job Growth Grant Fund  
Public Infrastructure Grant Proposal**

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed by the governmental entity applying for the grant and signed by either the chief elected official, the administrator for the governmental entity or their designee. Please read the proposal carefully as some questions may require a separate narrative to be completed.

**Governmental Entity Information**

Name of Governmental Entity: City of St. Petersburg

Government Federal Employer Identification Number: [REDACTED]

**Contact Information:**

Primary Contact Name: Nikki Capehart

Title: Director, Urban Affairs, City of St Petersburg

Mailing Address: 175 5th St N, City Hall, P.O.Box 2842  
St Petersburg, Fl 33731

Phone Number: 727- 893-7885

Email: nikki.capehart@stpete.org

**Public Infrastructure Grant Eligibility**

Pursuant to section 288.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. Eligible governmental entities that wish to access this grant fund must submit public infrastructure proposals that:

- Promote economic recovery in specific regions of the state, economic diversification or economic enhancement in a targeted industry. (View Florida's [Targeted Industries here.](#))
- Are not for the exclusive benefit of any single company, corporation or business entity.
- Are for infrastructure that is owned by the public and is for public use or predominately benefits the public.



**1. Program Requirements:**

Each proposal must include the following information describing how the project satisfies eligibility requirements listed on page 1.

- A. Provide the title and a detailed description of the public infrastructure improvements.

PLEASE SEE ATTACHED - 1A

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- B. Is this infrastructure owned by the public?

Yes       No

- C. Is this infrastructure for public use or does it predominately benefit the public?

Yes       No

- D. Will the public infrastructure improvements be for the exclusive benefit of any single company, corporation or business entity?

Yes       No

- E. Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current or future businesses.

PLEASE SEE ATTACHED - 1E

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F. Provide a detailed description of, and quantitative evidence demonstrating, how the proposed public infrastructure project will promote:

- Economic recovery in specific regions of the state;
- Economic diversification; or
- Economic enhancement of a Targeted Industry (View Florida's [Targeted Industries here.](#))
  - As part of this response, describe how the project will promote specific job growth. Include a description of the number of jobs that will be retained or created, the average wages of such jobs, and in which industry(ies) the jobs will be created using the North American Industry Classification System ([NAICS](#)) codes. Where applicable, you may list specific businesses that will retain or grow jobs or make capital investment.
  - Further, include the economic impact on the community, region, or state and the associated metrics used to measure the success of the proposed project.

Please see attached for Job Creation (Industry and Average Salaries)

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PLEASE SEE ATTACHED - 1F



**2. Additional Information:**

A. Is this project an expansion of an existing infrastructure project?

Yes  No

B. Provide the proposed commencement date and number of days required to complete construction of the public infrastructure project.

PLEASE SEE ATTACHED- 2 B

C. What is the location of the public infrastructure? (Provide the road number, if applicable.)

2100 - 18th Avenue South, St. Petersburg

D. Who is responsible for maintenance and upkeep? (Indicate if more than one are applicable.)

Federal  State  County  City  Other TLC Invest. 1

E. What permits are necessary for the public infrastructure project?

Site Plan Permitted Already (#18-03001299); Building Construction Plans Pending

F. Detail whether required permits have been secured, and if not, detail the timeline for securing these permits. Additionally, if any required permits are local permits, will these permits be prioritized?

SITE PLAN PERMIT GRANTED #18-03001299  
SITE HAS BEEN PREPPED (TREE REMOVAL & SILT)  
BUILDING PLANS COMPLETED BUT NOT PERMITTED  
INTERIOR PLANS TO BE FINALIZED AND PERMITTED

G. What is the future land use and zoning designation on the proposed site of the infrastructure improvements, and will the improvements conform to those uses?

Commercial, all necessary variances have been approved by City Council



H. Will an amendment to the local comprehensive plan or a development order be required on the site of the proposed project or on adjacent property to accommodate the infrastructure and potential current or future job creation opportunities? If yes, please detail the timeline.

Yes       No

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I. Is the project ready to commence upon grant fund approval and contract execution? If no, please explain.

Yes       No

The site has been permitted, cleared and prepared.

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J. Does this project have a local match amount?

Yes       No

If yes, please describe the entity providing the match and the amount.

Public-Private Partnership, TLM Investment Group I, LLC \$2.5 - \$3.0 million

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K. Provide any additional information or attachments to be considered for this proposal.

See attached for current photos of "shovel-ready" site.

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**3. Program Budget**

**Estimated Costs and Sources of Funding:** Include all applicable public infrastructure costs and other funding sources available to support the proposal.

**A. Public Infrastructure Project Costs:**

Construction	<u>\$ 3,759,000</u>	
Reconstruction	<u>\$</u>	
Design & Engineering	<u>\$ 200,000</u>	
Land Acquisition	<u>\$ 500,000</u>	
Land Improvement	<u>\$ 200,000</u>	
Other	<u>\$</u>	Please Specify: _____
<b>Total Project Costs</b>	<u><u>\$ 4,659,000</u></u>	

**B. Other Public Infrastructure Project Funding Sources:**

City/County	<u>\$ 500,000 (land)</u>	
Private Sources	<u>\$ 2,500,000</u>	
Other (grants, etc.)	<u>\$</u>	Please Specify: _____
<b>Total Other Funding</b>	<u><u>\$ 3,000,000</u></u>	
<b>Total Amount Requested</b>	<u><u>\$ 1,659,000</u></u>	

**Note:** The total amount requested must equal the difference between the public infrastructure project costs in 3.A. and the other public infrastructure project funding sources in 3.B.

**C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding and any other pertinent budget-related information.**

PLEASE SEE ATTACHED - 3C

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#### 4. Approvals and Authority

- A. If the governmental entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

The city of St Petersburg City Council approves and accepts the grant prior to grant execution with the Florida Department of Economic Opportunity

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- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the governmental entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.

Please see the attached City Council Meeting Dates - 4B

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- ii. State whether that group can hold special meetings, and if so, upon how many days' notice.

Based on the regular council schedule, no special meeting should be required.

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- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the governmental entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.



I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described governmental entity.

Name of Governmental Entity: City of St Petersburg

Name and Title of Authorized Representative: Dr. Kanika Tomalin, Deputy Mayor

Representative Signature: *Kanika Tomalin*

Signature Date: 7/2/18



## **1A - MIDTOWN COMMERCE CENTER**

The City of St. Petersburg ("City") has focused on the 18<sup>th</sup> Avenue South corridor as a potential center of economic development for an underserved part of its community ("Midtown").

The Midtown Commerce Center will be developed on a 2.3 acre "Parcel" located at 2100 – 18<sup>th</sup> Avenue South in St. Petersburg through a public-private partnership whereby the City will provide a ground lease to a private partner, TLM Investment Group I, LLC, who will provide the necessary resources to develop the Parcel into a fully operational commerce center.

The commerce center currently has letters of intent signed by four businesses (industry types listed below, #1F) ready to employ a total of 25-30 new jobs when opened with a projected 56 new jobs when fully stabilized. These jobs would be new to the City and the state of Florida. None of these businesses are relocating.

The site clearing and construction has already begun (see photos below, #2K); however, the grant's approval would provide the additional capital necessary to allow the public-private partnership to extend favorable lease terms to all of the new business in order to provide them with the best opportunity for long-term survival and maximum job hiring potential.

## **1E – THE GRANT LEVERAGES CONTINUED ECONOMIC DEVELOPMENT**

Midtown has traditionally been under-served with basic services such as medical services, dentistry, groceries, gas stations, and other common conveniences. The infrastructure improvements will allow the Midtown Commerce Center to open with full occupancy and help ameliorate the current medical and food desert in Midtown.

The improvements will create the foundation and economic catalyst for the commerce center construction to create 56 jobs\*, and diversify the employment make-up of the surrounding under-served area. All the new businesses including the medical center will be new businesses (not relocations) providing expanded services and new jobs in the area.

The successful launch of the Midtown Commerce Center will also enhance the market feasibility of another development – a larger parcel directly opposite the street and north of this property. The development plans for the adjacent property anticipate inclusion of other services that are lacking in the area. We anticipate the Midtown Commerce Center will stimulate the commercial expansion of this property.

This grant would result in an immediate private investment of \$5.0 million (total construction costs and the new businesses' investments) in an underserved Opportunity Zone and greatly increase the possibility of an additional estimated \$5.0 million in private investment across the street.

*\* The jobs are net new jobs to St. Petersburg and Florida.*

**1F - JOB CREATION (Industry Type and Average Salaries)**

It is anticipated that the commerce center will create the following jobs when fully stabilized:

NAICS Code	Business	Est. Capital Invested by Business	Type of Job	Job Count	Avg Annual Salary	Total Annual Salaries
62111	Physician Office	\$250,000	Clerical Nurse	3.5	22,500	78,750
			Asst	6.0	30,000	180,000
			RN	2.5	50,000	125,000
62151	Medical Diagnostics	\$750,000	Doctor	0.5	200,000	100,000
			Clerical Nurse	3.0	25,000	75,000
			Asst	5.0	30,000	150,000
62121	Dentist Office	\$500,000	Doctor	0.5	200,000	100,000
			Clerical Hygienist	3.0	25,000	75,000
			Dentist	5.5	50,000	275,000
72251	Restaurant Specialty	\$150,000	Host-Server	1.5	150,000	225,000
			Cooks	8.0	30,000	240,000
			Manager	3.0	50,000	150,000
447110	Gas Station & Convenience Store	\$250,000	Clerks	1.0	75,000	75,000
			Cooks	8.0	25,000	200,000
			Manager	3.0	50,000	150,000
<b>Total Capital Invested by Businesses</b>				<b>56</b>	<b>\$41,779</b>	<b>\$2,318,750</b>
				<b>JOBS</b>	<b>Average Salary</b>	<b>Total Salaries</b>

The grant will stimulate an immediate match of private-public investment on this 2+ acre parcel of over \$5 million in additional private investment and create an estimated 56 net new jobs totaling \$2+ million in annual salaries.

## **2B - TIMELINE OF FUNDING AND CONSTRUCTION**

Upon Grant Approval

<b>DAY</b>	<b>Activity</b>
<b>1 - 14</b>	<b>Finalize Grant Contract with State</b>
<b>15</b>	<b>Site Plan Infrastructure Immediately Commences</b>
<b>15 - 75</b>	<b>Interior Building Plans Finalized and Permitted</b>
<b>75</b>	<b>Complete Infrastructure Construction</b>
<b>76</b>	<b>Begin Building Construction</b>
<b>76 - 150</b>	<b>Complete Building Exteriors</b>
<b>151 - 235</b>	<b>Finish Interior Buildout</b>
<b>236 - 249</b>	<b>Stock Buildings &amp; Job Hiring/Training</b>
<b>250</b>	<b>GRAND OPENING - est. 36 Jobs</b>
<b>730</b>	<b>STABILIZATION - 56 Jobs</b>

**2K – CURENT “SHOVEL-READY” PARCEL PHOTOS (taken 6/15/18)**



**3C - INFRASTRUCTURE GRANT REQUESTS**

2+ acre development on City of St. Petersburg Property in Opportunity Zone.  
Public-Private Partnership to develop a medical commerce center that will create 50 jobs.  
The center will include medical clinic, dentist office, restaurant, convenience store, and gas station

**REIMBURSEMENT REQUESTS (ranked by priority):**

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1	\$660,051	Sitework (transportation infrastructure, creating ingress/egress to main roads)
2	\$53,270	Concrete
3	\$59,000	Electrical
4	\$283,530	Masonry (exterior towers only)
5	\$74,466	Masonry (joints)
6	\$94,539	Structural Steel
7	\$138,671	Metalwork
8	\$295,473	Membrane Roofing

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\$1,659,000

**4B – City of St Petersburg Regular City Council Schedule**

**4C- Signatory Authority**

**City of St Petersburg Administrative Policy #010202 and Signature Authority**

City Council Meeting Dates	Items Due Language by Noon Copies by 3:00p	Adds & Deletes Language by Noon Copies by 3:00p	Agenda Review Dates
February 1, 2018 (8:30a)	Jan. 19, 2018	Jan. 26, 2018	Jan. 25, 2018
February 8, 2018 Mini (3:00p)	Feb. 2, 2018	None	None
February 15, 2018 (3:00p)	Feb. 2, 2018	Feb. 9, 2018	Feb. 8, 2018
March 1, 2018 (8:30a)	Feb. 16, 2018	Feb. 23, 2018	Feb. 22, 2018
March 8, 2018 Mini (3:00p)	Mar. 2, 2018	None	None
March 15, 2018 (3:00p)	Mar. 2, 2018	Mar. 9, 2018	Mar. 8, 2018
April 5, 2018 (8:30a)	Mar. 23, 2018	Mar. 30, 2018	No Agenda Review
April 12, 2018 Mini (3:00p)	Apr. 6, 2018	None	None
April 19, 2018 (3:00p)	Apr. 6, 2018	Apr. 13, 2018	Apr. 12, 2018
May 3, 2018 (8:30a)	Apr. 20, 2018	Apr. 27, 2018	Apr. 26, 2018
May 10, 2018 Mini (3:00p)	May 4, 2018	None	None
May 17, 2018 (3:00p)	May 4, 2018	May 11, 2018	May 10, 2018
June 7, 2018 (8:30a)	May 25, 2018	June 1, 2018	May 31, 2018
June 14, 2018 (3:00p)	June 1, 2018	June 8, 2018	No Agenda Review
July 12, 2018 (3:00p)	June 29, 2018	July 6, 2018	No Agenda Review
July 19, 2018 (3:00p)	July 6, 2018	July 13, 2018	July 12, 2018
August 2, 2018 (8:30a)	July 20, 2018	July 27, 2018	July 26, 2018
August 9, 2018 Mini (3:00p)	Aug. 3, 2018	None	None
August 23, 2018 (3:00p)	Aug. 10, 2018	Aug. 17, 2018	No Agenda Review
<b>1<sup>ST</sup> Budget PH</b> Sept 6, 2018 (3:00p)	Aug. 24, 2018	Aug. 31, 2018	No Agenda Review
September 13, 2018 Mini (3:00p)	Sept. 7, 2018	None	None
<b>2<sup>ND</sup> Budget PH</b> Sept 20, 2018 (3:00)	Sept. 7, 2018	Sept. 14, 2018	Sept. 13, 2018
October 4, 2018 (8:30a)	Sept. 21, 2018	Sept. 28, 2018	Sept. 27, 2018
October 11, 2018 Mini (3:00p)	Oct. 5, 2018	None	None
October 18, 2018 (3:00p)	Oct. 5, 2018	Oct. 12, 2018	Oct. 11, 2018
November 1, 2018 (8:30a)	Oct. 19, 2018	Oct. 26, 2018	Oct. 25, 2018
November 15, 2018 (3:00p)	Nov. 2, 2018	Nov. 9, 2018	No Agenda Review
November 29, 2018 (3:00p)	Nov. 16, 2018	Nov. 21, 2018	No Agenda Review
December 6, 2018 (8:30a)	Nov. 21, 2018	Nov. 30, 2018	Nov. 29, 2018
December 13, 2018 (3:00p)	Nov. 30, 2018	Dec. 7, 2018	No Agenda Review
January 3, 2019 (8:30a)	Dec. 21, 2018	Dec. 28, 2018	No Agenda Review
January 10, 2019 Mini (3:00p)	Jan. 4, 2019	None	None
January 17, 2019 (3:00p)	Jan. 4, 2019	Jan. 11, 2019	Jan. 10, 2019

Council Committee Meeting Dates	Committee Agenda & Backup Due
Feb. 8, 2018 (BFT, PSI, HERS)	February 2, 2018
Feb. 15, 2018 (COW, CoSpon)	February 9, 2018
Feb. 22, 2018 (BFT, PSI, HLUT)	February 16, 2018
Mar. 8, 2018 (BFT, PSI, HERS)	March 2, 2018
Mar. 22, 2018 (BFT, PSI, HLUT, COW)	March 16, 2018
Apr. 12, 2018 (BFT, PSI, HERS)	April 6, 2018
Apr. 19, 2018 (CoSpon)	April 13, 2018
Apr. 26 (BFT, PSI, HLUT, COW)	April 20, 2018
May 10, 2018 (BFT, PSI, HERS)	May 4, 2018
May 31, 2018 (BFT, PSI, HLUT)	May 25, 2018
June 14, 2018 (BFT, PSI, HERS, HLUT)	June 8, 2018
July 12, 2018 (BFT, PSI, HERS)	July 6, 2018
July 26, 2018 (BFT, PSI, HLUT)	July 20, 2018
Aug. 9, 2018 (BFT, PSI, HERS)	August 3, 2018
Aug. 23, 2018 (BFT, PSI, HLUT)	August 17, 2018
Sept. 13, 2018 (BFT, PSI, HERS)	Sept. 7, 2018
Sept. 27, 2018 (BFT, PSI, HLUT)	Sept. 21, 2018
Oct. 11, 2018 (BFT, PSI, HERS)	October 5, 2018
Oct. 25, 2018 (BFT, PSI, HLUT, CoSpon)	October 19, 2018
Nov. 15, 2018 (BFT, PSI, HERS)	November 9, 2018
Nov. 29, 2018 (BFT, PSI, HLUT)	November 23, 2018
Dec. 13 2018 (BFT, PSI, HERS)	December 7, 2018
Jan. 10, 2019 (BFT, PSI, HERS)	January 4, 2019
Jan. 24, 2019 (BFT, PSI, HLUT)	January 18, 2019

**CITY OF ST. PETERSBURG ADMINISTRATIVE POLICY**

**#010202**

**SUBJECT: Signature Authority**

**APPROVAL: Riek Baker, Mayor**

**EFFECTIVE DATE: 12/09/04**

**REPLACES POLICY DATED: 6/11/02**

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**Synopsis:** The Mayor is authorized to delegate employees to sign their own names to those contracts, letters, and/or other instruments pertaining to the operations of their respective operational responsibilities which the Mayor is authorized to execute on behalf of the City.

**Policy:**

1. The Mayor is authorized within the City Charter to sign and execute certain contracts. He is further authorized to delegate designated employees to sign their own names to such contracts under his authority.
2. Contracts incorporating "hold-harmless" agreements wherein the City indemnifies other parties must be approved by City Council. However, the Mayor or his designee may execute routine contracts containing an indemnification provision without City Council approval provided such contracts would not otherwise require Council approval but for the indemnification provision, that the indemnification is limited to the extent provided by law and the liability limits of F.S.S.768.28, and does not alter the waiver of sovereign immunity.
3. Recordable instruments, such as real estate deeds and real estate leases for a duration of one year or more, must be signed by the Mayor or City Administrator personally, except that, once all action required by City Council has been taken, (a) liens associated with utility accounts and special assessments may be signed by the Internal Services Administrator, and (b) mortgage documents associated with a housing program where the City is the mortgagor may be signed by the Manager, Housing Finance and Rehabilitation or the Housing and Community Development Director.
4. The Mayor will personally sign all contracts, letters, and/or other legal instruments which relate to major policy issues or which are otherwise particularly significant, unusual, non-routine, or extraordinary. Agency Administrators shall ensure that items of this nature are identified and brought to the Mayor for personal consideration. Documents related to the application, acceptance or reporting of grants will be signed by the City Administrator.
5. Delegated signature authority is to be carefully controlled for the purpose of ensuring that the need to carefully review and consider contracts and other legal instruments is appropriately balanced against the need to manage City operations in an orderly and expeditious manner. Agency Administrators shall ensure that this authority is not delegated below an appropriately responsible level.



Job Title: Deputy Mayor

## SIGNATURE AUTHORITY

I, the undersigned, do hereby file with the City Clerk a true and correct copy of my signature for verification. I have been duly authorized to sign, on behalf of the City, contracts, letters or other instruments pertaining to the ongoing operations of my respective department, division or section.

Vannetta Carter  
Witness

[Signature]  
Witness

Kanika Tomalin  
Signature

Kanika Tomalin  
Name Typed

Date: 5-30-14