



Standard Agenda Item Cover Sheet

Agenda Item N°: _____

Meeting Date: October 8, 2024

Consent Section

Regular Section

Public Hearing

Requires Chair Signature? Yes No

Includes a Technology Component? Yes No

Subject: Historic Preservation Grant Award Agreement for Grant Application # 2024-01, 315 N. Moon Avenue Designated Historic Landmark

Department Name: Development Services

Contact Person: Colleen Marshall

Contact Phone: (813) 272-5828

Sign-Off Approvals:

Colleen Marshall 09/17/2024
Assistant County Administrator Date

AK 9/16/2024
Department Director Date

Kevin Brickey 9/16/24
Management and Budget - Approved as to Financial Impact Accuracy Date

Nancy G. Takmori 9/16/2024
County Attorney / Approved as to Legal Sufficiency Date

Staff's Recommended Board Motion:

Approve the attached Historic Preservation Grant Award Agreement in an amount not to exceed \$17,500 exterior building repairs and improvements of the 315 N. Moon Avenue Designated Historic Landmark located at 315 N. Moon Avenue in the Brandon area (property folio 68731.0000).

Financial Impact Statement:

The non-departmental budget allotment for FY 25 includes \$35,000 in matching grant funds to encourage preservation of the County's designated historic landmarks. The subject grant, if approved, will reduce available funds in the matching grant program by \$17,500, leaving \$17,500 funds available for the remainder of FY 25.

Background:

The Historic Preservation Grant Program was established by the Board of County Commissioners in June 2006 (and revised in 2007 and 2010) to financially assist owners of certain locally designated Historic Landmarks (single-family homes and those owned by non-profit groups) within unincorporated Hillsborough County in performing approved exterior and structural renovations. The program is currently funded through a non-departmental budget allotment, with \$35,000 in funds being allotted each of the last two fiscal years. Under the program's guidelines, grants may be approved for no more than 50 percent of the project's estimated cost and property owners are required to match the grant value in cash or in-kind services (material and/or professionally rendered labor). Additionally, the grant may not exceed more than 50 percent of the amount allotted to the grant fund each year. Grant recipients are responsible for the full cost of the approved project then, upon completion, must submit a request for reimbursement for the amount of the grant award or 50 percent of the actual cost of the work, whichever is less.

As the reviewing entity designated by the BOCC to determine that a project meets the requirements of the Historic Preservation Grant Program, the Historic Resources Review Board reviewed Matching Grant Application # 2024-01 on August 20, 2024 and voted to recommend approval to the BOCC. According to the cost estimate submitted by the applicants, they will expend \$41,700 to remove damaged wood shiplap siding and replace, repair front porch and replace damaged wood, paint the exterior of the home,

and install perimeter crawl space skirting to the 315 N. Moon Avenue House. A maximum of \$17,500 or 50 percent of the actual cost of the project, whichever is less, will be reimbursed by the Historic Preservation Grant Program if the Grant Award Agreement is approved and the improvements are completed in accordance with the Agreement.

The Historic Preservation Grant Award Agreement for Grant Application # 2024-01 has been executed by the landowners and is attached for Board approval and execution.

List Attachments:

Historic Preservation Grant Award Agreement #2024-01; Grant Application #2024-01; Project Completion and Expenditure Report Form

Hillsborough County

Historic Preservation Grant Award Agreement

Grant No. 2024-01

This HISTORIC PRESERVATION GRANT AWARD AGREEMENT is made and entered into this ____ day of _____, 2024, by and between Roy Vaughn and Karen McGinnis (hereinafter together referred to as the “Grantee”), and Hillsborough County, a political subdivision of the State of Florida (hereinafter the “County”).

WITNESSETH:

WHEREAS, Grantee is the owner of the property located at 315 N. Moon Avenue, Brandon, Florida (hereinafter the “Property”);

WHEREAS, the Property has been previously designated a local historic landmark pursuant to Section 3.03.03 of the County’s Land Development Code;

WHEREAS, the County has established an Historic Grant Award Program for the purpose of assisting owners of local historic landmark properties in performing certain property renovations, thereby encouraging the maintenance and preservation of the County’s local historic resources as well as encouraging the owners of non-landmark designated historic property within the unincorporated County to seek landmark designation of their property;

WHEREAS, the Grantee has applied for an Historic Grant Award for the purposes of performing the repairs and/or renovations to the Property as described in the Grantee’s application, a copy of which is attached hereto and incorporated herein as **Exhibit A**;

WHEREAS, at a public meeting on August 20, 2024, the County’s Historic Resources Review Board (“HRRB”) reviewed the Grantee’s application pursuant to the criteria established under the Historic Preservation Grant Award Program, and recommended approval of the Grantee’s application pursuant to the terms and conditions set forth in this Agreement;

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

I. Scope of the Project

The Grantee shall cause the work on the Property as described in **Exhibit A** to be completed in accordance with the plans submitted to and approved by the County. The work to be completed (hereinafter referred to as the “Project”) is described generally as follows:

- **Damaged wood shiplap siding removal and replacement**
- **Front porch repairs and replacement**
- **Exterior painting**

- **Installation of perimeter crawl space skirting**

Minor changes to the scope of work for Project, as determined by the County, may be approved administratively through the County's Development Services Department. All changes must comply with the Secretary of Interior's Standards for Rehabilitation.

II. Terms and Conditions for Performance of the Project

The Grantee agrees to perform the Project in accordance with the following specific conditions:

- A. The Grantee agrees to complete the Project by August 1, 2025 (the "Completion Date") and to submit the Project Completion and Expenditure Report, a form of which is attached hereto as **Exhibit B**, within 30 days of completion of the Project. No costs incurred prior to the commencement date of this Agreement are eligible for payment from grant funds. No costs incurred after the Completion Date will be eligible for payment without the written agreement of the County to extend the Completion Date.
- B. The County shall not assume any liability for the acts, omissions or negligence of the Grantee, its agents, servants or employees; nor shall the Grantee exclude liability for its own acts, omissions, or negligence to the County. The Grantee hereby agrees to be responsible for any injury or property damage resulting from any activities conducted by the Grantee, its agents, servants, subcontractors or employees.
- C. The Grantee agrees to indemnify and hold the County and the Hillsborough County Board of County Commissioners harmless from and against any and all claims or demands for damages, either at law or in equity, including attorneys fees and court costs, that may hereafter at any time be made or brought by anyone on account of personal injury, property damages, loss of monies, or any other loss, caused or allegedly caused as a result of any negligent or intentional act or omission of the Grantee, its agents, servants, subcontractors or employees, arising out of any activities performed under this Agreement.
- D. The Grantee shall be solely responsible for all work performed and all expenses incurred in connection with the Project. The Grantee may subcontract as necessary to perform the services set forth in this Agreement, including entering into subcontracts with vendors for services and commodities, provided that it is understood by the Grantee that the County shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and that the Grantee shall be

solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

- E. All Project work must be completed by qualified professionals or licensed contractors. The grant awarded herein may not be used for compensating the Grantee or any individual residing on the Property for services performed, nor may the value of the services performed by the Grantee or any individual residing on the Property be considered in determining the Total Approved Expenditures for the Project, as set forth in section III of this Agreement.
- F. The Grantee agrees that all acts to be performed by it in connection with this Agreement shall be performed in strict conformity with all applicable federal, state and local laws and regulations. The Grantee or its agent shall obtain all permits required to complete the Project work.
- G. All Project work must be in compliance with Secretary of the Interior's Standards for Rehabilitation.
- H. All Project work must be completed in conformance with the plans submitted to and approved by the County.
- I. The Grantee agrees that appropriate representatives of the County, their agents and designees, shall have the right to inspect the Property at all reasonable times in order to ascertain whether or not the conditions of this Agreement are being observed.
- J. The Grantee will not discriminate against any employee employed in the performance of this Agreement, or against any applicant for employment because of race, religion, color, disability, national origin, age, gender, marital status, sexual orientation or gender identity or expression.
- K. The County shall not be liable to pay attorney fees, interest, late charges and service fees, or cost of collection related to the grant awarded herein.

III. Grant Award Payment

- A. The County agrees to pay the Grantee up to a maximum of \$17,500.00 dollars ("the Maximum Grant Amount"), which amount shall represent no more than fifty percent (50%) of the Grantee's Total Approved Expenditures for the Project, as set forth on Exhibit B and as approved by the County through its designee. In the event that the Maximum Grant Amount exceeds fifty percent (50%) of the Grantee's Total Approved Expenditures for the Project, the Maximum Grant Amount shall be reduced so that it equals but does not exceed fifty percent (50%) of the Grantee's Total Approved Expenditures.

- B. In order for any expenditure to qualify for payment, it must be properly documented, and for a charge which is reasonable in amount and directly related to and necessary for the completion of the Project.
- C. Within 30 days of completion of Project, the Grantee shall submit the completed Project Completion and Expenditure Report form to the County's Development Services Department. The grant payment shall be payable upon receipt and verification of the Grantee's Project Completion and Expenditure Report, including verification of payment by the Grantee of the Grantee's Total Approved Expenditures.
- D. Payment for Project costs will be contingent upon all authorized Project work being in compliance with the aforementioned Secretary of the Interior's Standards for Rehabilitation, and the inspection and approval of the County. Payment for Project costs will also be contingent upon all Project work being in substantial compliance with the County approved plans for the Project. Payment shall be made to the Grantee, and under no circumstances will payment be made to any contractor, subcontractor or any other person or entity other than the Grantee.

IV. Choice of Law

This Agreement is executed and entered into Hillsborough County, Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws and rules of the State of Florida. Each party shall perform its obligations hereunder in accordance with the terms and conditions of this Agreement.

V. Severability

If any term or provision of this Agreement is found to be illegal and unenforceable, the remainder of this Agreement shall remain in full force and effect and such term or provision shall be deemed stricken.

VI. Independent Contractor

The Grantee agrees that its agents, subcontractors and employees in performance of this Agreement shall act in the capacity of an independent contractor and not as an officer, employee or agent of Hillsborough County. The Grantee agrees to take such steps as may be necessary to ensure that each subcontractor of the Grantee will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venture, or partner of Hillsborough County.

VII. Assignment and Successors-In-Interest

- A. The Grantee shall not assign, sublicense or otherwise transfer its rights, duties or obligations under this Agreement without prior written consent of the County, which consent shall not be unreasonably withheld. If the County approves a transfer of the Grantee's obligations, the Grantee remains responsible for all work performed and all expenses incurred in connection with the Agreement.
- B. This Agreement shall bind the successors, assigns and legal representatives of the Grantee.

VIII. Termination

- A. When the Grantee has materially failed to comply with the terms and conditions of the grant, the County may terminate the grant after giving the Grantee a 30-calendar-day notice and an opportunity to show cause why the grant should not be terminated. The notice of default will detail any corrective action required of the Grantee, unless it is determined by the County that the default is of a nature that cannot be cured. The grant shall be terminated by the County if the Grantee fails to respond in writing to notification of default within 30 calendar days of receipt of such notification by the Grantee.
- B. The County or the Grantee may terminate the grant in whole or in part when both parties agree that the continuation of the Project would not produce beneficial results commensurate with the further expenditure of funds. The two parties will agree upon the termination conditions, including the effective date, and in the case of partial terminations, the portion to be terminated.

IX. No Waiver of Sovereign Immunity

Neither Hillsborough County nor any agency of the County waives any defense of sovereign immunity, or increases the limits of its liability, upon entering into this contractual relationship.

X. Entire Agreement/Amendment

This instrument and Attachments hereto embody the whole Agreement of the parties. There are no provisions, terms, conditions, or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations or agreements, wither verbal or written, between the parties. No change or addition to this Agreement and the Attachments hereto shall be effective unless in writing and properly executed by the parties.

XI. Availability of Funds

The obligations of the County under this Agreement are subject to the availability of funds lawfully appropriated annually for its purposes and/or the availability of funds through contract or grant programs.

ATTEST:
CINDY STUART, Clerk of Circuit Court

Deputy Clerk

HILLSBOROUGH COUNTY BOARD
OF COUNTY COMMISSIONERS

By: _____
Chair

APPROVED BY COUNTY ATTORNEY

Approved As To Form and Legal Sufficiency

Signature of Property Owner:

[Signature]
ROY VAUGHN KAREN MCGINNIS

Printed Name:

Date:

9/13/24 9/13/24

[Signature]

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument is hereby acknowledged before me this 13th day of September, 2024 by means of physical presence or online notarization, by Roy Vaughn, owner of property located at 315 N Moon ave, Brandon 33510. S/he is personally known to me or has produced drivers id as identification.



NOTARY PUBLIC

My Commission Expires: July 20, 2026

Signature of Property Owner:

[Signature]
ROY VAUGHN KAREN MCGINNIS

Printed Name:

Date:

9/13/24 9/13/24

[Signature]

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument is hereby acknowledged before me this 13th day of September, 2024 by means of physical presence or online notarization, by Karen McGinnis, owner of property located at 315 N Moon ave Brandon 33510. S/he is personally known to me or has produced drivers id as identification.



NOTARY PUBLIC

My Commission Expires: July 20, 2026



Hillsborough
County Florida

Historic Preservation Matching Grant Application

Official Use Only

Application No: 2024-01

Date Submitted: 07/29/24

Name of Owner/Applicant: ROY VAUGHN Phone: 813-295-3582

Name of Co-Owner/Co-Applicant: KAREN MCGINNIS Phone: 813-770-5976

Mailing Address: 12213 FLORAL LANE, THONOTOSASSA, FL 33592

Name of Property (if applicable): MOON AVENUE - "VARN HOUSE"

Property Address: 315 N. MOON AVENUE, BRANDON, FL 33510

Legal Description: Block(s): _____ Lot (s): _____ Subdivision: _____

BRANDON N 20FT OF LOT 1 AND LOT 3 AND 4 BLOCK 11

Folio Number: 68731.0000 LESS W 2PT OF LOT 3 FOR ADD'L
R/W

Project Type:

- Restoration of building exterior
- Structural or site stabilization
- Electrical, mechanical, and plumbing upgrades/repairs
- Preventative maintenance, including termite damage
- Other, as approved by the HRRB on an individual basis

Estimated Project Cost: \$ 41,700.00 Requested Amount of Grant Fund: \$ 17,500

Attach the following items:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Photos of main façade | <input checked="" type="checkbox"/> Site plan |
| <input type="checkbox"/> Detail photos of area to undergo improvements | <input checked="" type="checkbox"/> Architectural/engineering drawings and specifications |
| <input checked="" type="checkbox"/> Written contract and cost estimate for work | <input checked="" type="checkbox"/> Proof of insurance |
| <input checked="" type="checkbox"/> Proof of financial resources | <input type="checkbox"/> Proof of not-for-profit status, for non-residential properties |

By signing below, the undersigned hereby agree(s) that if awarded, this grant shall be used for the restoration of his/her Historic Landmark designated property located within Unincorporated Hillsborough County in accordance with the plans and scope of work reviewed and approved by the County. The undersigned further agree(s) to match 100% of the requested amount of the grant awarded and to provide proof of same, and acknowledges that execution of a Historic Preservation Grant Award Agreement by the undersigned and Hillsborough County will be required.

Owner/Applicant (required) _____ Date _____

Co-Owner/Co-Applicant (required) [Signature] Date 7/29/24

Submit completed application and all necessary documents to MarshallC@HCFLGov.net

Development Services Department | 601 E. Kennedy Blvd., 20th Floor, P.O. Box 1110 Tampa, FL 33601 | Phone: (813) 272-5828



Historic Preservation Matching Grant Application

Official Use Only

Application No: 2024-01

Date Submitted: 07/29/24

Description of the project for which the matching grant fund is requested:

REMOVAL & REPLACEMENT OF DAMAGED EXTERIOR WOOD, EXTERIOR PAINTING, & STREAMLINE ALL CRAWL SPACE LATTICE SKIRTING AROUND PERIMETER OF HOUSE TO RESTORE THE "VARN HOUSE" (GRANDSON OF RESTORING COLUMNS/FRONT PORCH & STEPS. FOUNDER OF "BRANDON

Owner's description of his/her financial resources for the required matching fund:

ROY & I HAVE FUNDING SET ASIDE IN EACH OF OUR PERSONAL SAVINGS ACCOUNT TO MEET THE MATCH.

THANKS IN ADVANCE - WE ARE SO HAPPY TO BE GIVEN THIS OPPORTUNITY TO PRESERVE THIS HISTORY IN BRANDON

Official Use Only

ACTION TAKEN

Reviewed

Approved

Not approved

Application meets the criteria

Application does not meet the criteria

DATE

Explanation:

Prepared by and return to:
Vanessa L. Jones-Pate
Gulfside Title Services, LLC
7763 Starkey Road, Seminole, Florida 33777
Parcel ID No: 068731-0000
S/P \$18,000

Quit Claim Deed

Made this January 31, 2024 A.D. by **Open Harbor Investments, LLC, as Trustee of Land Trust No. 315 Moon Avenue, dated June 27, 2023, whose address is PO Box 420182, Kissimmee, Florida 34742**, hereinafter called the grantor, to **Roy Neil Vaughn, Jr., a single man and Karen McGinnis, a single woman, as joint tenants with full rights of survivorship**, whose post office address is: **510 Tighe Ave, Seffner, FL 33584** hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal re-presentatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of \$ TEN AND NO/100 DOLLARS (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, does hereby remise, release, and quit claim unto the grantee forever, all the right, title, interest, claim and demand which the said grantor has in and to, all that certain land situate in Hillsborough County, Florida, viz:

Lots 3 and 4 and the North 20 feet of Lot 1, Less the West 2 feet of said Lot 3, Block 11, MAP OF BRANDON, according to plat thereof as recorded in Plat Book 8, Page 52, of the Public Records of Hillsborough County, Florida.

Subject to all reservations, covenants, conditions, restrictions and easments of record and to all applicable zoning ordinances and/or restrictions imposed by government authorities, if any.

Subject to other liens, mortgages, judgements and violations, if any.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said grantor, either in law or equity, to the only proper use, benefit and behoof of the said grantee forever.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.
Signed, sealed and delivered in our presence:

Open Harbor Investments, LLC, as Trustee of Land Trust No.

315 Moon Avenue, dated June 27, 2023

Astrid Sologaitoa (Seal)

Astrid Sologaitoa, Managing Member

Address: PO Box 420182, Kissimmee, Florida 34742

[Signature]
Witness Name Marie Hamburg
Address 102 E. Dr. Martin Luther King Blvd
Tampa, Florida 33603

Printed

(Seal)

[Signature]
Witness Name Vanessa L. Jones-Pate
Address 7763 Starkey Road
Seminole, FL 33777

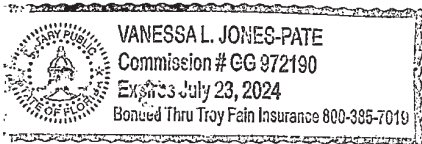
Printed

Address:

(Seal)

State of Florida
County of Hillsborough

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization, this 31st day, of January, 2024, by **Astrid Sologaitoa, Managing Member of Open Harbor Investments, LLC, as Trustee of Land Trust No. 315 Moon Avenue, dated June 27, 2023**, who is personally known to me or who has produced a valid ID as identification.



[Signature]

Notary Public

Print Name:

Vanessa L. Jones-Pate

My Commission Expires:

7763 Starkey Road

Seminole, FL 33777

ES&T **Envirøw** **Science & Technology, Inc.**

July 25, 2024

Mr. Roy Vaughn
315 North Moon Avenue
Brandon, Florida 33510

**Subject: Vaughn Single-Family Residence
Exterior Repairs, Painting and Skirting Installation Proposal
315 North Moon Avenue
Hillsborough County
Brandon, Florida 33510**

Dear Mr. Vaughn:

In accordance with Envirøw Science & Technology, Inc. (ES&T) site inspection on June 10, 2024, ES&T is pleased to submit the attached firm fixed not to exceed cost proposal for the above referenced project. The following provides a general summary of the proposed work and includes all labor, equipment, materials, and daily site cleanup. All work will be performed in strict adherence to the 2020 Florida Building Code, Building, 7th Edition. All permitting/applicable fees and construction debris disposal for the below scope of services are included.

SCOPE OF SERVICES

DAMAGED WOOD SHIPLAP SIDING REMOVAL AND REPLACEMENT

- Removal of Damaged Wood Shiplap Siding as Needed.
- Replacement with new Underlayment and Shiplap Siding.
- Site cleanup for off-site disposal.

FRONT PORCH REPAIRS AND REPLACEMENT

- Removal and replacement of 6 Damaged Wood 6X6 columns and add decorative wrapping.
- Removal and replacement of damaged wood Shiplap Siding, install over new Underlayment.
- Remove and replacement of all miscellaneous damaged wood and restore guardrails.
- Repair wood front steps and handrails.
- Remove and replacement of all miscellaneous damaged wood bead board ceiling.
- Site cleanup for off-site disposal.

EXTERIOR PAINTING

- Scrape all loose delaminating paint and caulk.
- Power wash exterior using Trisodium Phosphate (TSP).
- Caulk all window/door frames and siding using M-1 Caulk.
- Airless spray with primer entire house, trim and doors (Sherwin Williams).
- Airless spray two coats entire house, trim and doors (owner to select Sherwin Williams colors).
- Site cleanup for off-site disposal.

Mr. Roy Vaughn
July 25, 2024
Page 2

INSTALLATION OF PERIMETER CRAWL SPACE SKIRTING

- Provide and install mini-diamond vinyl lattice around entire perimeter.
- Vinyl lattice to be installed with 2-inch vinyl molding framework (8-foot-long sections) and stainless-steel screws.
- Vinyl lattice will be attached to house using male hurricane anchors (this will allow easy skirting removal for access to the crawl space).
- Final site cleanup for off-site disposal.

COST

The firm fixed not to exceed cost for the above contracting scope of services is \$41,700.00.

Owner to pay for electric and water usage and shall ensure electric, water and sanitary services are provided.

TERMS

50% due upon execution, 25% of balance due upon 50% complete and 25% of balance due upon 100% completion.

Thank you for the opportunity to be of service and should you have any questions or comments regarding this proposal, please do not hesitate to contact me at (727) 560-2666.

Sincerely,

ENVIRØW SCIENCE & TECHNOLOGY, INC.
FLORIDA LICENSED CERTIFIED GENERAL CONTRACTOR No: CGC061455

Michael E. Bobek

Michael E. Bobek
Florida Licensed Certified General
Contractor No.: CGC 061455

Approved: _____

Print Name: _____

Date: _____































Return Completed Report to:
Hillsborough County Development Services Department
Historic Preservation Program
601 East Kennedy Boulevard, 20th Floor
P.O. Box 1110
Tampa, FL 33601-1110

PROJECT COMPLETION AND EXPENDITURE REPORT
FOR HISTORIC PRESERVATION GRANT NO. 2024-01

Please provide the information requested and return this form to the Hillsborough County Development Services Department at the address listed above within thirty (30) days of the completion of the Project.

General Information

Grantee Name(s): Roy Vaughn and Karen McGinnis

Address of Property: 315 N Moon Avenue, Brandon, FL 33510

Grantee's Mailing Address: 12213 Floral Lane, Thonotosassa, FL 33592

Grantee's Daytime Phone Number: (813) 295-3582, (813) 770-5976

Maximum Grant Award Amount Per Grant Award Agreement: **\$ 17,500.00**

Actual Project Completion Date: _____

Project Summary: Paint exterior of house.

Summary of Project Work Completed: Damaged wood shiplap siding removal and replacement, front porch repairs and replacement, exterior painting, and installation of perimeter crawl space skirting.

Please attach photographs of the Project Work Completed

check box to indicate photographs are attached

Indicate any variations from the Project as originally approved: _____

Project Expenditures

The amount of the grant awarded will equal no more than fifty percent (50%) of the Total Approved Expenditures for the Project. The **Total Approved Expenditures** are the documented, County-approved expenditures for the Project. In order to determine your Total Approved Expenditures, please complete an Expenditure Report Summary form (attached) for each expenditure made in connection with the Project. Be sure to attach all invoices, contracts and scope of work agreements.

Please attach Expenditure Report Summaries

check box to indicate Expenditure Report Summaries are attached

Disbursement of grant funds is contingent upon review and verification of the information contained in this Report and inspection of the Property by an authorized representative for the County. Grant funds disbursed will not exceed the Maximum Grant Amount in the Grant Award Agreement, and may be less than the maximum, depending upon the Total Approved Expenditures for the Project.

Certification

I/We certify that, to the best of my/our knowledge, the information reported herein is correct, that all goods and services invoiced have been received, and that all outlays were made in accordance with grant conditions.

Signature of Grantee: _____ Date: _____

Signature of Grantee: _____ Date: _____

EXPENDITURE REPORT SUMMARY
FOR HISTORIC PRESERVATION GRANT NO. 2024-01

Please fill out an Expenditure Report Summary for each expenditure made in connection with the approved Historic Preservation Grant Project.

Vendor Name: _____
Purpose of Expenditure: _____
Amount of Invoice: \$ _____ Date of Invoice: _____
Was all of the work reflected on the invoice for purposes of the Project outlined in your Grant Award Agreement with Hillsborough County: <input type="checkbox"/> yes <input type="checkbox"/> no
If no, please explain: _____ _____
Please attach paid invoices and/or receipts <input type="checkbox"/> check box to indicate paid invoices and/or receipts are attached
Please attach cancelled checks <input type="checkbox"/> check box to indicate cancelled checks are attached
Please attach contract/scope of work/proposal <input type="checkbox"/> check box to indicate contract/scope of work/proposal is attached

Questions regarding this form Please contact Colleen Marshall, historic preservation staff, at the Hillsborough County Development Services Department, (813) 272-5828.

For County Use Only:

Proper documentation attached: yes no

Expenditure Project-related: yes no

Amount of Approved Expenditure Per This Form: \$ _____ (subtotal only)