

**BEFORE THE STATE OF FLORIDA
FLORIDA HOUSING FINANCE CORPORATION**

TERRACE PLACE APARTMENTS, LLLP
Petitioner

**FHFC Case No. 2024-050BP
RFA No. 2024-203
App. No. 2025-087C**

vs.

**FLORIDA HOUSING
FINANCE CORPORATION.**
Respondent.

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FLORIDA HOUSING
FINANCE CORPORATION

**FORMAL WRITTEN PROTEST AND PETITION
FOR ADMINISTRATIVE HEARING**

Petitioner Terrace Place Apartments, LLLP (“Petitioner” or “Terrace Place”), files this Formal Written Protest and Petition for Administrative Hearing pursuant to 120.57(3), Florida Statutes (“F.S.”) and rules 28-110.004 and 67-60, Florida Administrative Code. This Petition challenges the intended decision of Respondent, Florida Housing Finance Corporation (“Florida Housing”) to award funding to Earlington Court, LLC (Application No. 2025-080C) in connection with *Request for Applications (RFA) 2024-203 Housing Credit Financing for Affordable Housing Developments Located in Miami-Dade County*.

Parties

1. Petitioner is a legally formed entity qualified to do business in Florida that applied for funding pursuant to the RFA. Petitioner sought funding in connection with the proposed new construction of a 111-unit, high-rise residential apartment building called Arbors at Naranja in Miami-Dade County, Florida. For the purposes of this proceeding, the Petitioner’s address,

telephone number and email address are those of its undersigned counsel. Petitioner is represented by Maureen McCarthy Daughton, Maureen McCarthy Daughton, LLC, 1400 Village Square Blvd., Ste 3-231, Tallahassee, Florida 32312; mdaughton@mmd-lawfirm.com

2. Florida Housing Finance Corporation is the agency affected by this Petition. Florida Housing's address is 227 North Bronough Street, Suite 5000, Tallahassee, Florida 32301-1329.

Notice

3. Florida Housing issued the RFA on June 18, 2024.

4. Applications were due by 3:00pm on July 11, 2024.

5. Florida Housing received fifty-three applications in response to the RFA. Petitioner requested an allocation of \$3,800,000.00 in Housing Tax Credit funds for its proposed development.

6. Petitioner received notice of the preliminary RFA scoring and rankings through electronic posting on Friday, August 23, 2024, at 10:02 am. A copy of the notices posted on the Corporations website are attached hereto as Exhibit "A." Petitioner was deemed eligible for funding.

7. On Wednesday, August 28th at 8:26am, Petitioner timely submitted their Notice of Intent to Protest Florida Housing's intended decision. A copy of that Notice is attached hereto as Exhibit "B."

Background

8. Florida Housing is a public corporation created by section 420.504, Florida Statutes, to administer the governmental function of awarding distinct types of funding for affordable housing in Florida. RFA 2024-203 proposes to award up to \$9,957,110 in Housing Tax Credits for proposed Developments located in Miami-Dade County.

9. Florida Housing's statutory authority and mandates are set forth in Part V of Chapter 420, Florida Statutes. *See*, Sections 420.501-420.55, Fla. Stat. Florida Housing is designated as the Housing Credit agency for the State of Florida within the meaning of 42(h)(7)(A) of the IRC, and Chapters 67-48 and 67-60, Fla. Admin. Code.

10. Florida Housing administers a competitive solicitation process to implement the provisions of the Housing Credit program under which developers apply for funding. *See* Chapter 67-60, F.A.C.

RFA 2024-203

11. The RFA establishes a series of mandatory eligibility and submission requirements. Failure to meet all eligibility items results in an application being deemed ineligible for funding. (RFA at 71) The maximum point total that an applicant can receive is fifteen points. (RFA at 73).

12. The RFA includes a detailed process of scoring and selecting applications for funding. Appointed Review Committee members independently evaluate, and score assigned portions of the submitted applications based on the RFA requirements. (RFA at 61-62)

13. The RFA has four funding goals:

a. The Corporation has a goal to fund one Application that qualifies for the Permit Ready Goal.

b. The Corporation has a goal to fund one Application that selected the Demographic Commitment of Family and qualifies for the Geographic Areas of Opportunity/SADDA Goal.

c. The Corporation has a goal to fund one-proposed Development that selected the Demographic Commitment of Elderly (Non-ALF)

d. The Corporation has a goal to fund one proposed development that qualifies for the Urban Center/MetroRail Station Designation.

(RFA at 73)

14. The RFA provides that the highest scoring Priority 1 Applications will be determined by first sorting together all eligible Applications from highest score to lowest score, with any scores that are tied separated in the following order. This will then be repeated for the Priority 2 Applications:

- a. First, by the Application's eligibility for the Development Category Funding Preference which is outlined in Section Four A.4.b.(4) of the RFA (with Applications that qualify for the preference listed above Applications that do not qualify for the preference);
- b. Next, by the Application's Leveraging Classification, applying the multipliers outlined in Item 3 of Exhibit C of the RFA (with Applications having the Classification of A listed above Applications having the Classification of B);
- c. Next, by the Application's eligibility for the Proximity Funding Preference which is outlined in Section Four A.5.e of the RFA (with Applications that qualify for the preference listed above Applications that do not qualify for the preference);
- d. Next, by the Application's eligibility for the Florida Job Creation Funding Preference which is outlined in Item 4 of Exhibit C (with Applications that qualify for the preference listed above Applications that do not qualify for the preference);
- e. And finally, by lottery number, resulting in the lowest lottery number receiving preference.

(RFA at 73,74)

15. The RFA mandates the Funding Selection Process (hereinafter "Selection Process"), as follows,

- a. Goal to fund one Application selected for funding that qualifies for the Permit Ready Goal

The first Application selected for funding will be the highest-ranking eligible Priority 1 Application that qualifies for the Permit Ready Goal.

If there are none, then the first Application selected for funding will be the highest-ranking eligible Priority 2 Application that qualifies for the Permit Ready Goal.

Because Applications that qualify for Permit Ready Goal also qualify for an additional goal stated in b, c, or d., after the Permit Ready Goal is met, the second

goal that the successful Applicant stated that the Applicant also qualified for will also be considered met.

- b. Goal to fund one Family Application that qualifies for the Geographic Area of Opportunity/ SADDA Goal.

If this goal is not already met with the Application selected to meet the Permit Ready Goal, the next Application selected for funding will be the highest-ranking eligible Priority 1 Family Applicant that qualifies for the Geographic Area of Opportunity/ SADDA Goal.

If there are none, than the first Application selected for funding will be the highest-ranking eligible Priority 2 Family Application that qualifies for the Geographic Area of Opportunity/ SADDA Goal.

- c. Goal to fund one Elderly (Non-ALF) Development

If this goal is not already met with the Application selected to meet the Permit Ready Goal, the next Application selected for funding will be the highest-ranking eligible Priority 1 Application that qualifies as an Elderly (Non-ALF) Development.

If there are none, than the next Application selected for funding will be the highest-ranking eligible Priority II Elderly (Non-ALF) Applicant.

- d. Goal to fund one Application that qualifies for the Urban Center/ MetroRail Designation.

If this goal is not already met with the Application selected to meet the Permit Ready Goal, the next Application selected for funding will be the highest-ranking eligible Priority 1 Application that qualifies for the Tier 1 MetroRail Designation or Tier 1 Urban Center Designation.* If there are none, then the next Application selected for funding will be the highest ranking eligible Priority 1 Application that qualifies for the Tier 2 MetroRail Designation or Tier 2 Urban Center Designation* If there are none, than the next Application selected for funding will be highest-ranking eligible Priority 2 Applicant that qualifies for the Tier 1 MetroRail Designation or Tier 1 Urban Center Designation.* If there are none than the next Application selected for funding will be the highest ranking eligible Priority 2 Applicant that qualifies for the Tier 2 MetroRail Designation or the Tier 2 Urban Center Designation.*

If this Application cannot be fully funded, it will be entitled to receive a Binding Commitment for the unfunded balance.

- d. Remaining Funding

If funding remains after selecting the Applications as outlined above, or if funding remains because there are not eligible Applications that can be funded as outlined above, then no further Applications will be considered for funding and any remaining funding will be distributed as approved by the Board.

(RFA at 74,75)

16. On August 7, 2024, members of the Review Committee met at a public meeting to announce their scores into the record and to recommend applicants for funding. Those recommended for funding are,

- Application No. 2025-066C – Apogean Apartments (*Proposed Family Development that qualifies for the Geographic Area of Opportunity/SADDA Goal*)

-Application No. 2025-111C – Notre Communauté (*Proposed Development that selected the Demographic Commitment of Elderly (Non-ALF)*)

-Application No. 2025-080C- Earlington Court (*Proposed development that qualifies for the Urban Center/Metrorail Station Designation*)

At the conclusion of the Review Committee meeting the members voted to forward the scores and their recommendations for funding to the Florida Housing Board for approval. The Florida Housing Board approved the funding recommendations at the August 23rd meeting.

Substantial Interests Affected

17. Petitioner's substantial interests are affected because Earlington Court was improperly recommended for funding and should have been deemed ineligible for funding and had their awarded point total of 15 points reduced by 5 points due to an improperly executed *Florida Housing Finance Corporation Local Government Verification of Contribution- Fee Waiver Form*. If Florida Housing had properly determined Earlington Court ineligible or if Earlington Court, with a lottery number of 4, lost 5 points than Terrace Place, with a lottery number of 12 and the maximum score of 15 points, would have been the highest-ranked eligible Applicant meeting the

Urban Center/MetroRail Goal and would be awarded funding based on the selection process outlined above.

**Failure to Provide
Location of Proposed Development**

18. The RFA provides that an Applicant must provide the location of the proposed Development and if the proposed Development consists of Scattered Sites¹ it *must* include a street address or closest designated intersection for *each* Scattered Site. (RFA at p. 22) (Emphasis supplied)

19. The RFA provides as follows,

5. Location of Proposed Development

a. County

This RFA is only open to proposed Developments located in Miami-Dade County.

b. Address of the Development site

Provide the Address of the Development site. Indicate (1) the address number, street name, and name of city, and/or (2) the street name, closest designated intersection, and either name of city or unincorporated area of county. *If the proposed Development consists of Scattered Sites, this information must be provided for each of the Scattered Sites.*

c. Scattered Sites

State whether the Development consists of Scattered Sites. If the proposed Development consists of Scattered Sites, the following conditions must be met:

¹ “Scattered Sites,” unless otherwise stated in a competitive solicitation, as applied to a single Development, means a Development site that, when taken as a whole, is comprised of real property that is not contiguous (each such non-contiguous site that contains, or will contain upon completion of the Development, at least one residential building within a Scattered Site Development, is considered to be a “Scattered Site”). For purposes of this definition “contiguous” means touching at a point or along a boundary. Real property is contiguous if the only intervening real property interest is an easement, provided the easement is not a roadway or street. All of the Scattered Sites must be located in the same county.(Rule 67-48.002 (106) (effective July 7, 2024)

- (1) A part of the boundary of each Scattered Site must be located within ½ mile of a part of the boundary of the Scattered Site with the most units.
 - (2) Site control and Ability to Proceed must be demonstrated in the Application for all Scattered Sites; and
 - (3) All Scattered Sites must be located within the same county.
- d. Latitude/Longitude Coordinates
- (1) Provide a Development Location Point² stated in decimal degrees, rounded to at least the sixth decimal place. If the proposed Development consists of Scattered Sites, as of Application Deadline the Development Location Point must affirmatively be established on the site with the most units, as outlined in subsection 67-48.002(34), F.A.C., and latitude and longitude coordinates for each Scattered Site must also be provided.
 - (2) *If the proposed Development consists of Scattered Sites, for each Scattered Site that is in addition to the Development Location Point information provided in (1) above, provide the latitude and longitude coordinates of one point located anywhere on the Scattered Site. The coordinates must be stated in decimal degrees and rounded to at least the sixth decimal place.*

Note: 30.443900, -84.283960 is an example of decimal degrees format, represented to six decimal places.

(Emphasis supplied) (See, Exhibit C, Pages 22,23 of RFA 2024-203)

20. The Earlington Application identifies the proposed Development as consisting of Scattered Sites and provided two different sets of latitude and longitude coordinates, one for the location

² “Development Location Point” means a single point selected by the Applicant on the proposed Development site that is located within 100 feet of a residential building existing or to be constructed as part of the proposed Development. For a Development which consists of Scattered Sites, this means a single point on the site with the most units that is located within 100 feet of a residential building existing or to be constructed as part of the proposed Development. Rule 67-48.002(34),(Eff. 7/7/2024)

of the Development Location Point and the other for the Scattered Site.³ See Exhibit D, page 8 of the Earlington Application.

21. The *only* “address of the Development Site” provided in the Earlington Application was “4052 NW 22nd Ave” See Exhibit D.

22. Applicants must satisfy all thirty-nine Eligibility Items to be considered eligible for funding. (RFA at 70-71) *Warley Park, Ltd., v. Florida Housing Finance Corporation*, Case No. 17-3996BID (Fla. DOAH Oct. 19, 2017), *adopted in relevant part*, Final Order dated December 8, 2017 (“Florida Housing’s precedents demonstrate that it places a high priority on establishing a bright line for applicants: the applicant is responsible for the accurate completion of each page and applicable exhibit; Florida Housing does not assist the applicant, nor does it engage in speculation as to the applicant’s intent; inconsistencies or ambiguities on the face of applications cause rejection”).

23. The relevant Eligibility Item as it pertains to this challenge is,

-Address of Development Site provided

(RFA at 71). Florida Housing clearly stated what was required if the Development Site was comprised of Scattered Sites. Earlington’s application failed to provide the required information for the Scattered Site.⁴

24. Earlington’s failure to satisfy this Eligibility Item either by providing the address of the Scattered Site, through (1) address number, street name, and name of city or (2) the street name,

³ The legal description provided within the Earlington Application confirms the proposed Development location has a total of five (5) lots each with a distinct folio number. See Exhibit E, Attachment 6 to Earlington’s application.

⁴ The failure to provide this information should not be considered a minor irregularity that Florida Housing could waive. See Fla. Admin Code R. 67-60.008 (“minor irregularities are those irregularities in an Application, such as computation, typographical or other errors that do not result in the omission of material information; do not create any uncertainty that the terms and requirements of the competitive solicitation have been met; do not provide a competitive advantage or benefit not enjoyed by others Applicants; and do not adversely impact the interests of Florida Housing or the public.”)

closest designated intersection, and either name of City or unincorporated area of the county is a fatal omission which results in their application being deemed ineligible for funding.

25. Earlington’s omission creates uncertainty and is compounded by their misidentification of Miami as the City in which the Development Site is located. The RFA clearly directs that “If the proposed Development is located in the unincorporated area of a county, provide that information.” The proposed development, according to the latitude and longitude coordinates provided by the applicant, is in unincorporated Miami-Dade County. *See* Exhibit “D.”

Local Government Verification of Contribution Form

26. For Applicants that select the Development Category of New Construction to receive the maximum of five points for a Local Government Contribution they must,

provide evidence of a Local Government grant, loan, fee waiver and/or fee deferral that is effective as of the Application Deadline, is in effect at least through December 31, 2024, and has a value whose dollar amount is equal to or greater than \$100,000.

(RFA at 66) Such evidence is provided by including as part of the Application a “properly completed and executed Local Government Verification of Contribution Form(s) (Form Rev. 07-2022). The form at issue in this matter is the *Florida Housing Finance Corporation Local Government Verification of Contribution -Fee Waiver Form* (“Fee Waiver Form”).

27. The one-page form provides specific instructions as to who must execute the form on behalf of the local government,

This certification must be signed by the chief appointed official (staff) responsible for such approvals, Mayor, City Manager, County Manager/Administrator/Coordinator, Chairperson of the City Council/Commission or Chairperson of the Board of County Commissioners. Other signatories are not acceptable. **The Applicant will not receive credit for this contribution if the certification is improperly signed.** The amount of the contribution stated on this form must be a precise dollar amount and cannot include words such as estimated, up to, maximum of, not to exceed, etc.

(Emphasis supplied).

28. Earlington submitted the Fee Waiver Form and a memorandum to Cathy Burgos from Daniella Levine Cava, Mayor dated December 18, 2023, with the subject line Signature Authority (hereinafter “Authorizing Memorandum”) as Attachment 11 to its application. *See* Exhibit F, Attachment 11 to Earlington’s application.⁵ The Fee Waiver Form was executed by Cathy Burgos, LCSW, Chief Community Services Officer.

29. The memorandum provided as follows in relevant part,

Effective immediately, you are authorized to sign the following items for your respective departments on my behalf:

- Permits
- Senior Management Performance Appraisal Forms
- Leave slips (your departments and immediate staff)
- Travel requests, except for international and legislation-related travels
- Telecommunications Device and Service Requests
- Vehicle requests
- Grant applications

Based on the documents submitted in Earlington’s *own application*, Ms. Burgos was *not* authorized to execute the *Fee Waiver Form*, and Earlington’s point total should be reduced to ten points from the maximum of fifteen points.⁶

Disputed Issues of Material Fact and Law

30. Disputed issues of material fact and law exist and entitle Petitioners to a Formal Administrative Hearing pursuant to Section 120.57(1), Florida Statutes. The disputed issues of material fact and law include, but are not limited to, the following:

⁵ The Authorizing Memorandum submitted by Earlington was markedly different than that submitted by the majority of applicants in response to RFA 2024-203.

⁶ *See Houston Street Manor Limited Partnership, v. Florida Housing Finance Corporation and Powers Avenue Senior Apartments, LTD., d/b/a Pine Grove Senior Apartments* (DOAH Case No. 15-3302BID) (“FHFC might, of course, deem a fully executed site-plan status form nonresponsive for a number of reasons. If it were determined that the person who signed the form lacked the requisite authority to speak for the government; if the statement was tainted by fraud, illegality, or corruption; or if the signatory withdrew his certification...”)

- a. Whether Florida Housing's Approved Scoring Results are contrary to the agency's governing statutes, the agency's rules or policies, or the solicitation specifications;
- b. Whether Florida Housing's Approved Scoring Results are clearly erroneous, contrary to competition, arbitrary or capricious;
- c. Whether the Earlington application meets the requirements of the RFA;
- d. Whether the Earlington application provided the location of the proposed Development as required;
- e. Whether the Earlington application should have been deemed ineligible for failing to provide the "address number, street name, and name of city, and/or (2) the street name, closest designated intersection, and either name of city or unincorporated area of county" for each of its Scattered Sites;
- f. Whether the Earlington application should have received five points for Local Government Verification of Contribution Form;
- g. Such other issues as may be revealed during the protest process.

Statutes and Rules Entitling Relief

31. Petitioner is entitled to relief pursuant to Section 120.569 and 120.57, Florida Statutes, Chapters 28-106, 28-110, and 67-60, Florida Administrative Code.

Concise Statement of Ultimate Fact and Law, Including the Specific Facts Warranting Reversal of the Agency's Intended Award

32. Petitioner participated in the RFA process to compete for an award of funds based upon the delineated scoring and ranking criteria in the RFA. Earlington Court is not eligible for funding because of its failure to include an address or

33. Unless the scoring determination is corrected, and the preliminary allocation revised, Petitioner will be excluded from funding contrary to the provisions of the RFA and Florida Housing's governing statutes and rules.

34. A correct application of the eligibility, scoring and ranking criteria will result in funding for the Petitioner.

Right to Amend the Petition

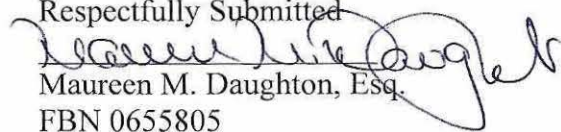
35. Petitioner reserves the right to amend this Petition if additional disputed issues of material fact are identified during the discovery process in this case.

WHEREFORE, pursuant to section 120.57(3), Florida Statutes, and rule 28-110.004, Florida Administrative Code, Petitioner's request the following relief:

- a) An opportunity to resolve this protest by mutual agreement within seven days of the filing of this Petition as provided by Section 120.57(3)(d)(1), Florida Statutes.
- b) If this protest cannot be resolved within seven days, that the matter be referred to the Division of Administrative Hearings for a formal hearing to be conducted before an Administrative Law Judge ("ALJ") pursuant to Section 120.57(1) and (3), Florida Statutes.
- c) The ALJ enter a Recommended Order determining that the application of Earlington Court is not eligible for funding or that Earlington application should lose 5 points and the Petitioner is funded.
- d) That the Corporation adopt the Recommended Order of the ALJ.

FILED AND SERVED this 9th day of September 2024.

Respectfully Submitted



Maureen M. Daughton, Esq.

FBN 0655805

Maureen McCarthy Daughton, LLC

1400 Village Square Blvd.

Ste 3-231

Tallahassee, Florida 32312

Counsel for Terrace Place Apartments, LLLP

EXHIBIT A

RFA 2024-203 Board Approved Scoring Results

Application Number	Name of Development	County	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/ MetroRail Station Designation?	Tier of Urban Center/ MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Development Category	Total Corp Funding Per Set-Aside	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
2025-064C	Gateway at Goulds	Miami-Dade	Matthew A. Rieger	HTG Gateway Developer, LLC	F	112	\$3,799,900	Y	1	N	Y	Y	1	GAO/SADDA	15	Y	NC	\$254,788.38	A	Y	Y	24
2025-065C	Santa Cruz Isles	Miami-Dade	Lewis V Swezy	RS Development Corp	E, Non-ALF	120	\$3,800,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$237,808.75	A	Y	Y	41
2025-066C	Apogean Apartments	Miami-Dade	William T Fabbri	The Richman Group of Florida, Inc.	F	89	\$3,350,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$288,621.32	A	Y	Y	1
2025-067C	Kingman Road Apartments	Miami-Dade	William T Fabbri	The Richman Group of Florida, Inc.	E, Non-ALF	100	\$3,650,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$274,105.88	A	Y	Y	47
2025-068C	Golden Glades Apartments	Miami-Dade	William T Fabbri	The Richman Group of Florida, Inc.	E, Non-ALF	100	\$3,650,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$274,105.88	A	Y	Y	54
2025-069C	Cabana Club Senior	Miami-Dade	Thom Amdur	Cabana Club Senior Developer LLC	E, Non-ALF	100	\$3,800,000	Y	1	N	N	Y	1	Elderly	10	Y	NC	\$291,378.30	A	Y	Y	2
2025-070C	CM Redevelopment Senior	Miami-Dade	Aaron Gornstein	Preservation of Affordable Housing LLC	E, Non-ALF	80	\$2,000,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$191,696.25	A	Y	Y	53
2025-071C	Cannery Row at Redlands Place	Miami-Dade	Steven C. Kirk	Rural Neighborhoods, Incorporated	E, Non-ALF	112	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$254,795.09	A	Y	Y	34
2025-072C	Catalyst at Goulds	Miami-Dade	Oscar Sol	Catalyst at Goulds Dev, LLC	E, Non-ALF	110	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$259,427.73	A	Y	Y	15
2025-073C	Heritage at City Square	Miami-Dade	Robert Hoskins	NuRock Development Partners Inc.; R Howell Development, LLC; R Block Development, LLC	E, Non-ALF	120	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$237,808.75	A	Y	Y	49
2025-074C	551 Fisherman Senior Residences	Miami-Dade	Willie Logan	Opa-locka Community Development Corporation, Inc. d/b/a Ten North Group	E, Non-ALF	76	\$3,000,000	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$296,437.50	B	Y	Y	3
2025-075C	Heritage at Gragny Park	Miami-Dade	Robert Hoskins	NuRock Development Partners Inc.; R Howell Development, LLC; R Block Development, LLC	E, Non-ALF	125	\$3,800,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$228,296.40	A	Y	Y	19
2025-076C	Villa Esperanza II	Miami-Dade	Mara S. Mades	Cornerstone Group Partners, LLC	F	112	\$3,750,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$256,736.05	A	Y	Y	13
2025-077C	Grace Village	Miami-Dade	Jacques F. Saint-Louis	Stone Soup Development, Inc.; Grace Evangelical Baptist Church, Inc.	E, Non-ALF	90	\$2,900,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$241,980.83	A	Y	Y	45
2025-078C	Osprey Landing	Miami-Dade	Michael Ruane	ACRUA Community Developers, LLC; CORE Osprey Landing Developer, LLC	E, Non-ALF	110	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$259,427.73	A	Y	Y	17
2025-079C	Heritage Village North	Miami-Dade	Kenneth Naylor	Heritage Village North Development, LLC	E, Non-ALF	104	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$268,617.98	A	Y	Y	40
2025-080C	Earlington Court	Miami-Dade	Lewis V Swezy	RS Development Corp	E, Non-ALF	80	\$2,590,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$248,246.64	A	Y	Y	4
2025-081C	Metro Grande II	Miami-Dade	Mara S. Mades	Cornerstone Group Partners, LLC	E, Non-ALF	94	\$3,250,000	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$259,645.61	A	Y	Y	30

RFA 2024-203 Board Approved Scoring Results

Application Number	Name of Development	County	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/ MetroRail Station Designation?	Tier of Urban Center/ MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Development Category	Total Corp Funding Per Set-Aside	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
2025-082C	Residences at 201 Sharazad	Miami-Dade	Willie Logan	Opa-locka Community Development Corporation, Inc. d/b/a Ten North Group	F	99	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$288,253.03	A	Y	Y	28
2025-083C	Ekos at Gladeview Station	Miami-Dade	Christopher L. Shear	MHP Miami IV Developer, LLC; DGP Miami IV Developer, LLC	E, Non-ALF	104	\$3,385,998	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$244,499.99	A	Y	Y	18
2025-084C	Ekos Gladeview	Miami-Dade	Christopher L. Shear	MHP Miami III Developer, LLC; DGP Miami III Developer, LLC	E, Non-ALF	96	\$3,125,536	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$244,499.94	A	Y	Y	32
2025-085C	Cauley Point	Miami-Dade	Matthew A. Rieger	HTG Cauley Developer, LLC	F	114	\$3,799,100	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$255,534.46	A	Y	Y	50
2025-086C	Metro Grande	Miami-Dade	Mara S. Mades	Cornerstone Group Partners, LLC	F	108	\$3,750,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$260,755.21	A	Y	Y	35
2025-087C	Arbors at Naranja	Miami-Dade	Michael Ruane	ACRUVA Community Developers, LLC; CORE Miami Dade Developer, LLC	E, Non-ALF	111	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$257,090.54	A	Y	Y	12
2025-088C	Garden House	Miami-Dade	Christopher L. Shear	MHP FL South Parcel Developer, LLC; MHHS South Parcel Developer, LLC	F	120	\$3,800,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$237,808.75	A	Y	Y	51
2025-089C	Pinnacle at Rockland	Miami-Dade	David O. Deutch	Pinnacle Communities II, LLC	F	113	\$3,800,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$257,856.90	A	Y	Y	10
2025-090C	Pinnacle at Tropical Square	Miami-Dade	David O. Deutch	Pinnacle Communities, LLC	F	110	\$3,800,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$259,427.73	A	Y	Y	29
2025-091C	Pinnacle Commons	Miami-Dade	David O. Deutch	Pinnacle Communities II, LLC	F	100	\$3,500,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$262,841.25	A	Y	Y	44
2025-092C	Enclave Parc	Miami-Dade	Darren Smith	SHAG Enclave Parc Developer, LLC	E, Non-ALF	100	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$265,394.57	A	Y	Y	23
2025-093C	4440 Apartments	Miami-Dade	Charles F Sims	Unified Development LLC; Calston, LLC	E, Non-ALF	88	\$2,952,961	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$251,999.99	A	Y	Y	31
2025-094C	Arbors at Leisure City	Miami-Dade	Daniel F. Acosta	ACRUVA Community Developers, LLC	F	109	\$3,800,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$261,807.80	A	Y	Y	7
2025-095C	Palm Grove	Miami-Dade	Matthew A. Rieger	HTG Palm Grove Developer, LLC	E, Non-ALF	112	\$3,799,300	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$254,748.15	A	Y	Y	38
2025-096C	Vineyard Villas	Miami-Dade	Marc S. Plonskier	The Gatehouse Group, LLC; Magellan Housing, LLC	E, Non-ALF	97	\$3,100,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$250,368.13	A	Y	Y	21
2025-097C	Princeton Garden Apartments	Miami-Dade	Joseph F. Chapman, IV	Royal American Properties, LLC; Onyx Housing Group, LLC	F	102	\$3,388,000	Y	1	N	Y	Y	2	GAO/SADDA	10	Y	NC	\$262,570.00	A	Y	Y	26
2025-098C	Edison Towers II	Miami-Dade	Carol Gardner	TEDC Affordable Communities Inc.	E, Non-ALF	96	\$3,400,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$265,970.31	A	Y	Y	48

RFA 2024-203 Board Approved Scoring Results

Application Number	Name of Development	County	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/MetroRail Station Designation?	Tier of Urban Center/MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Development Category	Total Corp Funding Per Set-Aside	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
2025-099C	Broadway Rising	Miami-Dade	Oscar Sol	Broadway Rising Dev, LLC; SFCLT Broadway Rising Dev, LLC	E, Non-ALF	90	\$3,200,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$267,013.33	A	Y	Y	27
2025-100C	Silver Creek II	Miami-Dade	Oscar Sol	Silver Creek 2 Dev, LLC	E, Non-ALF	90	\$3,290,000	Y	1	N	N	Y	1	Urban Center/MetroRail	15	Y	NC	\$274,523.08	A	Y	Y	14
2025-101C	Quail Roost Station IV	Miami-Dade	Kenneth Naylor	Quail Roost IV Development, LLC	F	100	\$3,800,000	Y	2	N	N	Y	2	Urban Center/MetroRail	10	Y	NC	\$285,370.50	A	Y	Y	25
2025-102C	Villa Valencia	Miami-Dade	Lewis V Swezy	RS Development Corp	E, Non-ALF	120	\$3,800,000	Y	1	N	N	Y	1	Urban Center/MetroRail	15	Y	NC	\$237,808.75	A	Y	Y	42
2025-103C	Mowry Drive Apartments	Miami-Dade	J. David Heller	NRP Sunshine Development LLC; WCZ Development, LLC	F	120	\$3,800,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$242,815.25	A	Y	Y	6
2025-104C	Quail Roost Station III	Miami-Dade	Kenneth Naylor	Quail Roost III Development, LLC	E, Non-ALF	104	\$3,800,000	Y	2	N	N	Y	2	Elderly	15	Y	NC	\$274,394.71	A	Y	Y	20
2025-105C	Perrine Village I	Miami-Dade	Kenneth Naylor	Perrine Development, LLC	E, Non-ALF	100	\$3,800,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$270,981.82	A	Y	Y	9
2025-106C	Culmer Place IV	Miami-Dade	Kenneth Naylor	APC Culmer Development IV, LLC	F	96	\$3,800,000	Y	1	N	N	Y	1	Urban Center/MetroRail	15	Y	NC	\$276,452.67	A	Y	Y	36
2025-107C	Moody Village	Miami-Dade	Kenneth Naylor	Moody Village I Development, LLC	F	100	\$3,800,000	Y	2	N	Y	N	N/A	GAO/SADDA	10	Y	NC	\$279,362.70	A	Y	Y	22
2025-108C	Legacy Station	Miami-Dade	Mario A. Sariol	Legacy Station I Developer, LLC	E, Non-ALF	100	\$3,262,425	Y	1	N	N	Y	1	Urban Center/MetroRail	15	Y	NC	\$244,999.96	A	Y	Y	43
2025-109C	Legacy Park	Miami-Dade	Mario A. Sariol	Legacy Park I Developer, LLC	F	115	\$3,710,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$242,271.07	A	Y	Y	11
2025-110C	Legacy Landing	Miami-Dade	Mario A. Sariol	Legacy Landing Developer, LLC	E, Non-ALF	110	\$3,588,667	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$244,999.93	A	Y	Y	52
2025-111C	Notre Communauté	Miami-Dade	Stephanie Berman	Carrfour Supportive Housing, Inc.	E, Non-ALF	115	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$248,148.26	A	Y	Y	5
2025-112C	SoHe Square	Miami-Dade	Darren Smith	SHAG SoHe Square Developer, LLC	F	100	\$3,800,000	Y	1	N	N	Y	1	Urban Center/MetroRail	15	Y	NC	\$265,394.57	A	Y	Y	39
2025-113C	Goulds Apartments	Miami-Dade	Darren Smith	SHAG Goulds Developer, LLC	E, Non-ALF	110	\$3,800,000	Y	1	N	N	Y	1	Urban Center/MetroRail	15	Y	NC	\$246,347.11	A	Y	Y	16
2025-114C	Catherine Flon Estates	Miami-Dade	Nikul A. Inamdar	Catherine Flon Estates Developer, LLC	E, Non-ALF	100	\$3,150,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$236,557.13	A	Y	Y	46
2025-115C	Claude Pepper IV	Miami-Dade	David Burstyn	Redwood CP Developer IV, LLC	E, Non-ALF	120	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$237,808.75	A	Y	Y	33
2025-116C	Residences at 13100 NW 27th Ave	Miami-Dade	Willie Logan	Opa-Iocka Community Development Corporation, Inc. d/b/a Ten North Group	F	117	\$3,800,000	Y	1	N	N	N	N/A	Urban Center/MetroRail	15	Y	NC	243906.41	A	N	Y	37
2025-117C	Sage Pointe	Miami-Dade	Nikul A. Inamdar	Sage Pointe Developer, LLC	E, Non-ALF	100	\$3,300,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$247,821.75	A	Y	Y	8

On August 23, 2024, the Board of Directors of Florida Housing Finance Corporation approved the Review Committee's motion to adopt the scoring results above.

Any unsuccessful Applicant may file a notice of protest and a formal written protest in accordance with Section 120.57(3), Fla. Stat., Rule Chapter 28-110, F.A.C., and Rule 67-60.009, F.A.C. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat., shall constitute a waiver of proceedings under Chapter 120, Fla. Stat.

RFA 2024-203 Board Approved Preliminary Awards

Total HC Available for RFA	9,957,110.00
Total HC Allocated	9,740,000.00
Total HC Remaining	217,110.00

Application Number	Name of Development	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/ MetroRail Station Designation?	Tier of Urban Center/ MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
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One proposed Family Development that qualifies for the Geographic Areas of Opportunity/SADDA Goal

2025-066C	Apogean Apartments	William T Fabbri	The Richman Group of Florida, Inc.	F	89	\$3,350,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	A	Y	Y	1
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One proposed Development that selected the Demographic Commitment of Elderly (Non-ALF)

2025-111C	Notre Communauté	Stephanie Berman	Carrfour Supportive Housing, Inc.	E, Non-ALF	115	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	A	Y	Y	5
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One proposed Development that qualifies for the Urban Center/MetroRail Station Designation

2025-080C	Earlington Court	Lewis V Swezy	RS Development Corp	E, Non-ALF	80	\$2,590,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	A	Y	Y	4
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On August 23, 2024, the Board of Directors of Florida Housing Finance Corporation approved the Review Committee's motion and staff recommendation to select the above Applications for funding and invite the Applicants to enter credit underwriting.

Any unsuccessful Applicant may file a notice of protest and a formal written protest in accordance with Section 120.57(3), Fla. Stat., Rule Chapter 28-110, F.A.C., and Rule 67-60.009, F.A.C. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat., shall constitute a waiver of proceedings under Chapter 120, Fla. Stat.

EXHIBIT B

Maureen McCarthy Daughton, LLC

MMD LAW

RECEIVED

AUG 28 2024 8:26 AM

FLORIDA HOUSING
FINANCE CORPORATION

Maureen McCarthy Daughton, LLC
1400 Village Square Blvd., Ste 3-231
Tallahassee, Florida 32312

T: (850) 345-8251
Mdaughton@mmd-lawfirm.com

Via Email

August 28, 2024

Corporation Clerk (CorporationClerk@floridahousing.org)
Florida Housing Finance Corporation
227 North Bronough, Suite 5000
Tallahassee, Florida 32301

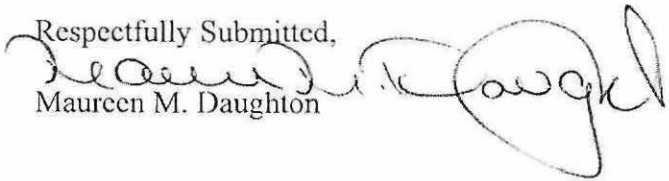
**RE: Notice of Intent to Protest Proposed Scoring, Ranking and Funding Selections
in Request for Applications (RFA) 2024-203 Housing Credit Financing for
Affordable Housing Developments Located in Miami-Dade County**

Dear Corporation Clerk:

On behalf of Applicant, Terrace Place Apartments, LLLP, Application No. 2025-087C and pursuant to Section 120.57(3), Florida Statutes, Chapter 28-110 and rule 67-60.009, Florida Administrative Code, we hereby provide this Notice of Intent ("Notice") to protest the Award Notice, Scoring and Ranking of *RFA 2024-203 Housing Credit Financing for Affordable Housing Developments Located in Miami-Dade County* posted by Florida Housing Finance Corporation on August 23, 2024, at 10:02am. (See Attached).

A formal written petition will be submitted within ten (10) days of this Notice as required by law.

Respectfully Submitted,


Maureen M. Daughton

Cc Ethan Katz, Deputy General Counsel

RFA 2024-203 Board Approved Preliminary Awards

Total HC Available for RFA	9,957,110.00
Total HC Allocated	9,740,000.00
Total HC Remaining	217,110.00

Application Number	Name of Development	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/ MetroRail Station Designation?	Tier of Urban Center/ MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
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One proposed Family Development that qualifies for the Geographic Areas of Opportunity/SADDA Goal

2025-066C	Apogean Apartments	William T Fabbri	The Richman Group of Florida, Inc.	F	89	\$3,350,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	A	Y	Y	1
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One proposed Development that selected the Demographic Commitment of Elderly (Non-ALF)

2025-111C	Notre Communauté	Stephanie Berman	Carrfour Supportive Housing, Inc.	E, Non-ALF	115	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	A	Y	Y	5
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One proposed Development that qualifies for the Urban Center/MetroRail Station Designation

2025-080C	Farrington Court	Lewis V Swezy	RS Development Corp	E, Non-ALF	80	\$2,590,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	A	Y	Y	4
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On August 23, 2024, the Board of Directors of Florida Housing Finance Corporation approved the Review Committee's motion and staff recommendation to select the above Applications for funding and invite the Applicants to enter credit underwriting.

Any unsuccessful Applicant may file a notice of protest and a formal written protest in accordance with Section 120.57(3), Fla. Stat., Rule Chapter 28-110, F.A.C., and Rule 67-60.009, F.A.C. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat., shall constitute a waiver of proceedings under Chapter 170, Fla. Stat.

A

RFA 2024-203 Board Approved Scoring Results

Application Number	Name of Development	County	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/ MetroRail Station Designation?	Tier of Urban Center/ MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Development Category	Total Corp Funding Per Set-Aside	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
2025-054C	Gateway at Goulds	Miami-Dade	Matthew A. Rieger	HTG Gateway Developer, LLC	F	112	\$3,799,900	Y	1	N	Y	Y	1	GAO/SADDA	15	Y	NC	\$254,788.38	A	Y	Y	24
2025-065C	Santa Cruz Isles	Miami-Dade	Lewis V Swetz	RS Development Corp	E, Non-ALF	120	\$3,800,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$237,808.75	A	Y	Y	41
2025-066C	Apogean Apartments	Miami-Dade	William T Fabbri	The Richman Group of Florida, Inc.	F	80	\$3,350,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$288,621.32	A	Y	Y	1
2025-067C	Kingman Road Apartments	Miami-Dade	William T Fabbri	The Richman Group of Florida, Inc.	E, Non-ALF	100	\$3,650,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$274,105.88	A	Y	Y	47
2025-068C	Golden Gates Apartments	Miami-Dade	William T Fabbri	The Richman Group of Florida, Inc.	E, Non-ALF	100	\$3,650,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$274,105.88	A	Y	Y	54
2025-069C	Cabana Club Senior	Miami-Dade	Thom Arndur	Cabana Club Senior Developer LLC	E, Non-ALF	100	\$3,800,000	Y	1	N	N	Y	1	Elderly	10	Y	NC	\$291,378.30	A	Y	Y	2
2025-070C	CM Redevelopment Senior	Miami-Dade	Aaron Gornstein	Preservation of Affordable Housing LLC	E, Non-ALF	80	\$2,000,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$191,696.25	A	Y	Y	53
2025-071C	Cannery Row at Reelands Place	Miami-Dade	Steven C. Kirk	Rural Neighborhoods, Incorporated	E, Non-ALF	112	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$254,795.03	A	Y	Y	34
2025-072C	Catalyst at Goulds	Miami-Dade	Oscar Sol	Catalyst at Goulds Dev, LLC	E, Non-ALF	110	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$259,427.73	A	Y	Y	15
2025-073C	Heritage at City Square	Miami-Dade	Robert Hoskins	NuRock Development Partners Inc.; R Howell Development, LLC; R Block Development, LLC	E, Non-ALF	120	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$237,808.75	A	Y	Y	49
2025-074C	551 Fisherman Senior Residences	Miami-Dade	Willie Logan	Opa-locka Community Development Corporation, Inc. d/b/a Ten North Group	E, Non-ALF	76	\$3,000,000	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$295,437.50	B	Y	Y	3
2025-075C	Heritage at Gratiuity Park	Miami-Dade	Robert Hoskins	NuRock Development Partners Inc.; R Howell Development, LLC; R Block Development, LLC	E, Non-ALF	125	\$3,800,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$228,296.40	A	Y	Y	19
2025-076C	Vila Esperanza II	Miami-Dade	Mara S. Mades	Cornerstone Group Partners, LLC	F	112	\$3,750,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$256,736.05	A	Y	Y	13
2025-077C	Grace Village	Miami-Dade	Jacques F. Saint-Louis	Stone Soup Development, Inc.; Grace Evangelical Baptist Church, Inc.	E, Non-ALF	90	\$2,900,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$241,980.83	A	Y	Y	45
2025-078C	Osprey Landing	Miami-Dade	Michael Ruane	ACRUVA Community Developers, LLC, CORE Osprey Landing Developer, LLC	E, Non-ALF	110	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$259,427.73	A	Y	Y	17
2025-079C	Heritage Village North	Miami-Dade	Kenneth Naylor	Heritage Village North Development, LLC	E, Non-ALF	104	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$268,617.98	A	Y	Y	40
2025-080C	Earlington Court	Miami-Dade	Lewis V Swetz	RS Development Corp	E, Non-ALF	80	\$2,590,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$248,246.64	A	Y	Y	4
2025-081C	Metro Grande II	Miami-Dade	Mara S. Mades	Cornerstone Group Partners, LLC	E, Non-ALF	94	\$3,250,000	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$259,645.61	A	Y	Y	30
2025-082C	Residences at 201 Sharaaz	Miami-Dade	Willie Logan	Opa-locka Community Development Corporation, Inc. d/b/a Ten North Group	F	99	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$288,253.03	A	Y	Y	28

RFA 2024-203 Board Approved Scoring Results

Application Number	Name of Development	County	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/ MetroRail Station Designation?	Tier of Urban Center/ MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Development Category	Total Corp Funding Per Set-Aside	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
2025-083C	Ekos at Gladeview Station	Miami-Dade	Christopher L. Shear	MHP Miami IV Developer, LLC; DGP Miami IV Developer, LLC	E, Non-ALF	104	\$3,385,998	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$244,499.99	A	Y	Y	18
2025-084C	Ekos Gladeview	Miami-Dade	Christopher L. Shear	MHP Miami III Developer, LLC; DGP Miami III Developer, LLC	E, Non-ALF	96	\$3,125,536	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$244,499.94	A	Y	Y	32
2025-085C	Cauley Point	Miami-Dade	Matthew A. Rieger	HTG Cauley Developer, LLC	F	114	\$3,759,100	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$255,534.46	A	Y	Y	50
2025-086C	Metro Grande I	Miami-Dade	Mara S. Mades	Cornerstone Group Partners, LLC	F	108	\$3,750,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$260,755.21	A	Y	Y	35
2025-087C	Arbors at Naranja	Miami-Dade	Michael Ruane	ACRUVA Community Developers, LLC; CORE Miami Dade Developer, LLC	E, Non-ALF	111	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$257,090.54	A	Y	Y	12
2025-088C	Garden House	Miami-Dade	Christopher L. Shear	MHP FL South Parcel Developer, LLC; MJHS South Parcel Developer, LLC	F	120	\$3,800,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$237,808.75	A	Y	Y	51
2025-089C	Pinnacle at Rockhead	Miami-Dade	David O. Deutch	Pinnacle Communities II, LLC	F	113	\$3,800,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$257,856.90	A	Y	Y	10
2025-090C	Pinnacle at Tropical Square	Miami-Dade	David O. Deutch	Pinnacle Communities, LLC	F	110	\$3,800,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$259,427.73	A	Y	Y	29
2025-091C	Pinnacle Commons	Miami-Dade	David O. Deutch	Pinnacle Communities II, LLC	F	100	\$3,500,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$262,841.25	A	Y	Y	44
2025-092C	Enclave Parc	Miami-Dade	Darren Smith	SHAG Enclave Parc Developer, LLC	E, Non-ALF	100	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$265,394.57	A	Y	Y	23
2025-093C	4440 Apartments	Miami-Dade	Charles F. Sims	UniFed Development LLC; Calston, LLC	E, Non-ALF	88	\$2,952,961	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$251,999.99	A	Y	Y	31
2025-094C	Arbors at Leisure City	Miami-Dade	Daniel F. Acosta	ACRUVA Community Developers, LLC	F	109	\$3,800,000	Y	1	N	Y	Y	2	GAO/SADDA	15	Y	NC	\$261,807.80	A	Y	Y	7
2025-095C	Palm Grove	Miami-Dade	Matthew A. Rieger	HTG Palm Grove Developer, LLC	E, Non-ALF	112	\$3,799,300	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$254,748.15	A	Y	Y	38
2025-096C	Vineyard Villas	Miami-Dade	Marc S. Plonskier	The Gatehouse Group, LLC; Magellan Housing, LLC	E, Non-ALF	97	\$3,100,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$250,368.13	A	Y	Y	21
2025-097C	Pinecon Garden Apartments	Miami-Dade	Joseph F. Chapman, IV	Royal American Properties, LLC; Onyx Housing Group, LLC	F	102	\$3,388,000	Y	1	N	Y	Y	2	GAO/SADDA	10	Y	NC	\$262,570.00	A	Y	Y	26
2025-098C	Edison Towers II	Miami-Dade	Carol Gardner	TEDC Affordable Communities Inc.	E, Non-ALF	95	\$3,400,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$265,370.31	A	Y	Y	48

RFA 2024-203 Board Approved Scoring Results

Application Number	Name of Development	County	Name of Authorized Principal Representative	Name of Developers	Demo	Total Units	HC Request Amount	Eligible For Funding?	Priority Level	Permit Ready Goal?	Family Demo and qualifies for the Geographic Area of Opportunity / HUD-designated SADDA Funding Goal?	Urban Center/ MetroRail Station Designation?	Tier of Urban Center/ MetroRail Station?	Selected Goal	Total Points	Development Category Funding Preference	Development Category	Total Corp Funding Per Set-Aside	Leveraging Classification	Proximity Funding Preference	Florida Job Creation Preference	Lottery Number
2025-099C	Broadway Rising	Miami-Dade	Oscar Sol	Broadway Rising Dev, LLC; SFCLY Broadway Rising Dev, LLC	E, Non-ALF	90	\$3,200,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$267,013.33	A	Y	Y	27
2025-100C	Silver Creek II	Miami-Dade	Oscar Sol	Silver Creek 2 Dev, LLC	E, Non-ALF	90	\$3,250,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$274,573.08	A	Y	Y	14
2025-101C	Quail Roost Station IV	Miami-Dade	Kenneth Naylor	Quail Roost IV Development, LLC	F	100	\$3,800,000	Y	2	N	N	Y	2	Urban Center/ MetroRail	10	Y	NC	\$285,370.50	A	Y	Y	25
2025-102C	Villa Valencia	Miami-Dade	Lewis V Swezey	RS Development Corp	E, Non-ALF	120	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$237,808.75	A	Y	Y	47
2025-103C	Mowry Drive Apartments	Miami-Dade	J. David He'ler	NRP Sunshine Development LLC; WCZ Development, LLC	F	120	\$3,800,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$242,815.25	A	Y	Y	6
2025-104C	Quail Roost Station III	Miami-Dade	Kenneth Naylor	Quail Roost III Development, LLC	E, Non-ALF	104	\$3,800,000	Y	2	N	N	Y	2	Elderly	15	Y	NC	\$274,394.71	A	Y	Y	20
2025-105C	Perrine Village I	Miami-Dade	Kenneth Naylor	Perrine Development, LLC	E, Non-ALF	100	\$3,800,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$270,981.82	A	Y	Y	9
2025-106C	Culmer Place IV	Miami-Dade	Kenneth Naylor	APC Culmer Development IV, LLC	F	96	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$276,452.67	A	Y	Y	36
2025-107C	Moody Village	Miami-Dade	Kenneth Naylor	Moody Village I Development, LLC	F	100	\$3,800,000	Y	2	N	Y	N	N/A	GAO/SADDA	10	Y	NC	\$279,362.70	A	Y	Y	22
2025-108C	Legacy Station	Miami-Dade	Mario A. Sariol	Legacy Station I Developer, LLC	E, Non-ALF	100	\$3,262,425	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$244,999.96	A	Y	Y	43
2025-109C	Legacy Park	Miami-Dade	Mario A. Sariol	Legacy Park I Developer, LLC	F	115	\$3,710,000	Y	1	N	Y	N	N/A	GAO/SADDA	15	Y	NC	\$247,271.07	A	Y	Y	11
2025-110C	Legacy Landing	Miami-Dade	Mario A. Sariol	Legacy Landing Developer, LLC	E, Non-ALF	110	\$3,588,667	Y	1	N	N	Y	1	Elderly	15	Y	NC	\$244,999.93	A	Y	Y	52
2025-111C	Notre Communaute	Miami-Dade	Stephanie Berman	Carfour Supportive Housing, Inc	E, Non-ALF	115	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$248,148.26	A	Y	Y	5
2025-112C	SoHe Square	Miami-Dade	Darren Smith	SHAG SoHe Square Developer, LLC	F	100	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$285,394.57	A	Y	Y	39
2025-113C	Goulds Apartments	Miami-Dade	Darren Smith	SHAG Goulds Developer, LLC	F, Non-ALF	110	\$3,800,000	Y	1	N	N	Y	1	Urban Center/ MetroRail	15	Y	NC	\$246,347.11	A	Y	Y	16
2025-114C	Catherine Flon Estates	Miami-Dade	Nikul A. Inamdar	Catherine Flon Estates Developer, LLC	E, Non-ALF	100	\$3,150,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$236,557.13	A	Y	Y	46
2025-115C	Claude Pepper IV	Miami-Dade	David Burstyn	Redwood CP Developer IV, LLC	E, Non-ALF	120	\$3,800,000	Y	1	N	N	N	N/A	Elderly	15	Y	NC	\$237,808.75	A	Y	Y	33
2025-116C	Residences at 13100 NW 27th Ave	Miami-Dade	Willie Logan	Opa-Iacka Community Development Corporation, Inc. d/b/a Ten North Group	F	117	\$3,800,000	Y	1	N	N	N	N/A	Urban Center/ MetroRail	15	Y	NC	243506.41	A	N	Y	37
2025-117C	Sage Pointe	Miami-Dade	Nikul A. Inamdar	Sage Pointe Developer, LLC	E, Non-ALF	100	\$3,300,000	Y	1	N	N	Y	2	Elderly	15	Y	NC	\$247,821.75	A	Y	Y	8

On August 23, 2024, the Board of Directors of Florida Housing Finance Corporation approved the Review Committee's motion to adopt the scoring results above. Any unsuccessful Applicant may file a notice of protest and a formal written protest in accordance with Section 129.57(3), Fla. Stat., Rule Chapter 28-110, F.A.C., and Rule 67-60.009, F.A.C. Failure to file a protest within the time prescribed in Section 129.57(3), Fla. Stat., shall constitute a waiver of proceedings under Chapter 129, Fla. Stat.

EXHIBIT C

****If the proposed work includes rehabilitation of any structural elements listed above, the structural elements must also meet the above requirements after completion of the rehabilitation work.**

ESS units must be designated on the Unit Characteristic Chart described below. This will be verified during the credit underwriting process. If this cannot be verified the units will no longer be considered ESS Construction, and funding awarded under this RFA may be rescinded.

d. Unit Characteristic Chart

Complete the chart in Exhibit A of the RFA reflecting the appropriate breakdown reflecting the number of units within each of the Development Categories, Development Types, or ESS/non-ESS Construction.

5. Location of Proposed Development

a. County

This RFA is only open to proposed Developments located in Miami-Dade County.

b. Address of the Development site

Provide the Address of the Development site. Indicate (1) the address number, street name, and name of city, and/or (2) the street name, closest designated intersection, and either name of city or unincorporated area of county. If the proposed Development consists of Scattered Sites, this information must be provided for each of the Scattered Sites.

c. Scattered Sites

State whether the Development consists of Scattered Sites. If the proposed Development consists of Scattered Sites, the following conditions must be met:

- (1) A part of the boundary of each Scattered Site must be located within ½ mile of a part of the boundary of the Scattered Site with the most units;
- (2) Site control and Ability to Proceed must be demonstrated in the Application for all Scattered Sites; and
- (3) All Scattered Sites must be located within the same county.

d. Latitude/Longitude Coordinates

- (1) Provide a Development Location Point stated in decimal degrees, rounded to at least the sixth decimal place. If the proposed Development consists of Scattered Sites, as of Application Deadline the Development Location Point must affirmatively be established on the site with the most units, as outlined in

subsection 67-48.002(34), F.A.C., and latitude and longitude coordinates for each Scattered Site must also be provided.

- (2) If the proposed Development consists of Scattered Sites, for each Scattered Site that is in addition to the Development Location Point information provided in (1) above, provide the latitude and longitude coordinates of one point located anywhere on the Scattered Site. The coordinates must be stated in decimal degrees and rounded to at least the sixth decimal place.

Note: 30.443900, -84.283960 is an example of decimal degrees format, represented to six decimal places.

e. Proximity Requirements and Proximity Tiebreakers used in Funding Selection Process

The Application may earn proximity points based on the distance between the Development Location Point and the Bus or Rail Transit Service (if Private Transportation is not selected at question 5.e.(2)(a) of Exhibit A) and the Community Services stated in Exhibit A. Proximity points are awarded according to the Transit and Community Service Scoring Charts outlined in Item 2 of Exhibit C. Proximity points will not be applied towards the total score. Proximity points will only be used to determine whether the Applicant meets the required minimum proximity eligibility requirements and the preferences outlined in the chart below.

Minimum number of Transit Service Points

All Applications must achieve a minimum number of Transit Service Points to be eligible for funding.

Minimum number of Total Proximity Points

All Applications must achieve a minimum number of total proximity points to be eligible for funding.

Proximity Funding Preference Qualifications

All Applications may also qualify for the Proximity Funding Preference described in Section Five, B.2. of the RFA.

If Eligible for PHA or RD Proximity Point Boost, Required Minimum Transit Service Points that Must be Achieved to be Eligible for Funding	If NOT Eligible for PHA or RD Proximity Point Boost, Required Minimum Transit Service Points that Must be Achieved to be Eligible for Funding	Required Minimum Total Proximity Points that Must be Achieved to be Eligible for Funding	Minimum Total Proximity Points that Must be Achieved to Receive the Proximity Funding Preference
1.5	2.0	10.5	12.5 or more

EXHIBIT D

RFA 2024-203 Housing Credit Financing for Affordable Housing Developments Located in Miami-Dade County

Section 4.A.5
Location of Proposed Development

a. County: Miami-Dade County Size: Large

(1) If Miami-Dade County, is the proposed Development located north or south of SW 224th Street for minimum total unit and Set-Aside Unit requirements? North of SW 224th Street

b. Address of Development Site
Street Address or closest designated intersection:

4052 NW 22 Ave

City of Development Site*: Miami

**If the proposed Development is located in the unincorporated area of a county, provide that information.*

c. State whether the Development consists of Scattered Sites

(1) Does the proposed Development consist of Scattered Sites? Yes

d. Latitude and Longitude Coordinates

(1) Development Location Point

Latitude in decimal degrees, rounded to at least the sixth decimal place: 25.812742

Longitude in decimal degrees, rounded to at least the sixth decimal place: -80.232917

(2) If the proposed Development consists of Scattered Sites, for each Scattered Site that is in addition to the Development Location Point information provided in (1) above, identify the latitude and longitude coordinate, rounded to at least the sixth decimal place:

25.812833 -80.232575

EXHIBIT E

Attachment 6

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (the “Agreement”) is made by and between Earlington West Apartments LP, a Florida limited partnership (“Seller”) and Earlington Court LLC, a Florida limited liability company (“Purchaser”).

WITNESSETH:

1. **Premises.** Subject to the terms and conditions set forth below and for TEN and NO/100 DOLLARS (\$10.00) and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged by Seller and Purchaser, Seller shall convey to Purchaser and Purchaser shall purchase from Seller the following described parcel of property situated in Miami-Dade County, Florida:

See Legal Description attach
2. **Purchase Price.** The sum of **TWO MILLION EIGHT HUNDRED THOUSAND AND NO/100 DOLLARS (\$2,800,000.00)**, subject to adjustments, credits, and prorations as set forth herein (the “Purchase Price”), shall be paid by the Purchaser to Seller in cash at Closing.
3. **Title Insurance and Survey.** Seller shall provide to Purchaser a title commitment (the “Title Commitment”) for an ALTA Form B, Marketability Policy (the “Title Policy”), issued by an agent of First American Title Insurance Company (the “Title Insurance Company”) covering title to the Premises. Purchaser may obtain a survey.
4. **Expense Provisions.** Any and all costs related to the Closing including but not limited to the documentary stamps and transfer/sales tax, the cost of recording the deed, the cost of the Survey, and the title insurance premium shall be paid by the Purchaser on or before the Closing.
5. **Closing.** Subject to the terms and conditions hereof, the Closing of this transaction shall be completed, on or before **June 30, 2025** (the “Closing Date”), with the agent of the Title Insurance Company acting as the Escrow Agent. Seller shall deliver possession of the Premises to the Purchaser on the Closing Date. The parties agree to close within a timeframe satisfactory to FHFC and Miami-Dade County as it relates to funding applications submitted to the State and/or the County.
6. **Taxes and Expenses.** Purchaser shall be responsible for all taxes or other expenses which are due after closing.
7. **Contract Construction.** This Agreement shall not be interpreted against either party solely because such party drafted the Agreement.
8. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
9. **No Representations or Warranties.** Seller makes no representations or warranties to Purchaser and it is agreed by Seller and Purchaser that the Premises is sold in “as is” and “where is” condition with no reliance on any representations made by Seller.

10. **Amendments.** Except as otherwise provided herein, this Agreement may be amended or modified by, and only by, a written instrument executed by Seller and Purchaser.
11. **Law.** This Agreement shall be governed by and construed in accordance with Florida law. Venue is Miami-Dade County.
12. **Section Headings.** The section headings inserted in this Agreement are for convenience only and are not intended to, and shall not be construed to, limit, enlarge, or affect the scope or intent of this Agreement, nor the meaning of any provision hereof.
13. **Merger of Prior Agreements.** This Agreement supersedes all prior agreements and understandings between the parties hereto relating to the subject matter hereof.
14. **Attorney's Fees and Costs.** In any litigation arising out of or pertaining to this Agreement, the prevailing party shall be entitled to an award of its attorneys' fees, whether incurred before, after or during trial, or upon any appellate level.
15. **Time.** Time is of the essence of this Agreement. When any time period specified herein falls or ends upon a Saturday, Sunday or legal holiday, the time period shall automatically extend to 5:00 PM on the next ensuing business day.
16. **Counterparts and Fax.** 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 document. It is the intent of the parties to circulate original signature copies, however, fax copies shall be deemed originals until original signatures are obtained.
17. **Default.** In the event of a default by Seller, Purchaser shall be entitled to demand and receive specific performance of the provisions of this Agreement.

IN WITNESS WHEREOF, each of the parties upon the dates indicated herein below, and the parties executing this Agreement hereby represent to the other that they have full and complete authority to execute the same on behalf of the entities for which they sign.

Signed, sealed and delivered

in the presence of:

Paul Bilton
PAUL BILTON

As to PURCHASER

Paul Bilton
PAUL BILTON

As to SELLER

PURCHASER:

Earlington Court LLC

By: [Signature]

Name: Lewis V. Swezy

Title: Manager of Manager

Date: June 3, 2024

SELLER:

Earlington West Apartments LP

By: [Signature]

Name: Lewis V. Swezy

Title: Manager of GP

Date: June 3, 2024

LEGAL DESCRIPTION
EARLINGTON COURT

Lots 1, 2, 28, 29 and 30, Block 5 of GARDEN CITY, according to the Plat thereof, as recorded in Plat Book 5, Page 73, of the Public Records of Miami-Dade County, Florida.

LESS AND EXCEPT:

That part of Lot 2, Block 5, GARDEN CITY, according to the Plat thereof, as recorded in Plat Book 5, Page 73, of the Public Records of Miami-Dade County, Florida; being more particularly described as follows:

Beginning at the Southeast corner of said Lot 2, run Westerly along the South line of said Lot a distance of 70 feet; thence deflecting an angle of $135^{\circ}06'41''$ to the right from the extension of the last mentioned course, run Northeasterly a distance of 70.57 feet to the North line of said Lot 2; thence Easterly along the said North line a distance of 20 feet to the Northeast corner of said Lot; thence Southerly along the East line of said Lot 2, a distance of 40 feet to the Point of Beginning.

AND ALSO LESS AND EXCEPT:

The East 20 feet of Lot 1, Block 5, GARDEN CITY, according to the Plat thereof, as recorded in Plat Book 5, Page 73, of the Public Records of Miami-Dade County, Florida.

Folio Numbers: 30-3122-008-1070; 30-3122-008-1080; 30-3122-008-1090; 30-3122-008-0900/0910

EXHIBIT F

**FLORIDA HOUSING FINANCE CORPORATION
LOCAL GOVERNMENT VERIFICATION OF CONTRIBUTION - FEE WAIVER FORM**

Name of Development: Earlington Court

Development Location: 4052 NW 22 Ave, Miami-Dade
(At a minimum, provide the address number, street name and city, and/or provide the street name, closest designated intersection and either the city (if located within a city) or county (if located in the unincorporated area of the county) If the Development consists of Scattered Sites, the Development Location stated above must reflect the Scattered Site where the Development Location Point is located.)

The City/County of Miami-Dade County, pursuant to Ordinances #88-112, 90-26, 90-31 and 90-59, waived the following fees: _____
(Reference Official Action, cite Ordinance or Resolution Number and Date)
Road, Fire, Police and Park Impact Fees

Amount of Fee Waiver: \$ 552,581.60

No consideration or promise of consideration has been given with respect to the fee waiver. For purposes of the foregoing, the promise of providing affordable housing does not constitute consideration. This fee waiver must be effective as of the Application Deadline for the applicable RFA, and is provided specifically with respect to the proposed Development.

CERTIFICATION

I certify that the foregoing information is true and correct and that this commitment is effective at least through the date required in the applicable RFA.


Signature

Cathy Burgos, LCSW
Print or Type Name

Chief Community Services Officer

6/27/24
Date Signed

Print or Type Title

NOTE TO LOCAL GOVERNMENT OFFICIAL: Additional information is set forth in the applicable Request for Application under which the Applicant is applying for funding for the above referenced Development.

This certification must be signed by the chief appointed official (staff) responsible for such approvals, Mayor, City Manager, County Manager/Administrator/Coordinator, Chairperson of the City Council/Commission or Chairperson of the Board of County Commissioners. Other signatories are not acceptable. The Applicant will not receive credit for this contribution if the certification is improperly signed. The amount of the contribution stated on this form must be a precise dollar amount and cannot include words such as estimated, up to, maximum of, not to exceed, etc.

If there are alterations made to this form that change the meaning of the form, the form will not be accepted.

Memorandum



Date: December 18, 2023

To: Cathy Burgos
Interim Chief Community Services Officer

From: Daniella Levine Cava
Mayor

Subject: Signature Authority

Effective immediately, you are authorized to sign the following items for your respective departments on my behalf:

- Permits
- Senior Management Performance Appraisal Forms
- Leave slips (your departments and immediate staff)
- Travel requests, except for international and legislation-related travels
- Telecommunications Device and Service Requests
- Vehicle requests
- Grant applications

Your judgment is crucial when reviewing items for signature. Please submit requests for administrative leave and executive salary reviews to me for consideration. If an item is controversial, sensitive or otherwise significant, please forward it to my attention or discuss it with me personally.

Cathy Burgos, Interim Chief Community Services Officer

- c:
- Annette Jose, Director, Animal Services Department
 - Sonia Grice, Director, Community Action and Human Services Department
 - Marialaura Leslie, Director, Cultural Affairs Department
 - Alex Ballina, Director, Public Housing and Community Development Department
 - Ray Baker, Director, Libraries
 - Office of the Mayor Senior Staff