



WHEREAS, pursuant to the CPIP, **[enter name here]**, as a duly authorized representative of Recipient, has applied for a commercial property improvement grant pursuant to the program to assist it in making comprehensive exterior property improvements to the property located at **[enter location here]**; and

WHEREAS, after reviewing the application submitted by Recipient and notifying the City Commission, City Manager/Assistant City Manager has found and determined that it would be beneficial for the redevelopment efforts of the CITY, to support Recipient's improvement project using **General Capital Outlay Funds** upon the terms and conditions hereinafter described; and

WHEREAS, on **[Date]** the City Manager/Assistant City Manager approved said grant to **[enter owner here]**;

NOW, THEREFORE, for the mutual considerations described herein and other good and valuable consideration, the parties agree as follows:

**I) CITY Obligations and Responsibilities:**

- (A) Upon Recipient completing the comprehensive exterior improvements acceptable to the City's Department of Development Services and after construction is completed and upon receipt of all documentation relating to the projects improvement costs, the CITY shall reimburse Recipient for 40% of the construction cost up to a maximum grant of **[\$enter \$ here]**. In the event that Recipient fails to complete the comprehensive exterior improvements by the completion date, CITY shall not be liable for reimbursement for any construction costs unless the City Manager or his/her designee agrees in writing.
- (B) The CITY shall not be liable for payments for services beyond the scope of the authorized improvements, nor shall the CITY be liable for improvements which are made after the comprehensive exterior property improvement project is completed or after the CITY has authorized reimbursement to the Recipient. Any funding from the General Capital Outlay Fund is contingent upon the availability of funding from the CITY.
- (C) The CITY shall not be a party to nor is it liable for any contractual payments to any contractors, architects or other third parties. Payments to any contractors, architects or other parties are the sole responsibility of the Recipient.

**II) Recipient Obligations and Responsibilities:**

- (A) Recipient agrees to accept the grant funds in an amount not to exceed **[\$enter \$ here]**. Such grant funds shall be done on a reimbursement basis and shall only be for 40% of the construction cost up to a maximum grant amount of **[\$enter \$ here]**; and
- (B) Recipient acknowledges and agrees that the funds are to be used solely for property improvements approved by the CITY on the property located at: **[enter location here]**

## Exhibit C

- (C) Recipient acknowledges that it is the owner of the subject property, and as such it is authorized to contract for exterior property improvements; and
- (D) Recipient shall submit a final design sketch of the exterior property improvements along with a contractor's bid for the improvements (which are attached hereto as **Exhibit "A"** and are incorporated herein by reference") to the City of Hollywood's Department of Development Services for review by applicable boards and/or City staff. All general exterior property improvements shall be consistent with all applicable City of Hollywood codes and design regulations; and
- (E) Recipient agrees that all exterior property improvements as set forth in **Exhibit "A"** shall be completed by **(the completion date)** and no grant fund reimbursement payments shall be made prior to completion; and
- (F) Recipient shall comply with all applicable federal, state, county and municipal laws, ordinances, codes and regulations; and
- (G) Recipient shall maintain books, records, and documents in accordance with generally accepted accounting procedures and practices to maintain adequate internal controls which, relating to façade improvements, sufficiently and properly reflect all expenditures of funds provided by the CITY under this Agreement; and
- (H) Recipient shall make all books pertaining to the business and exterior property improvements project available to the CITY for inspection, review or audit purposes at all reasonable times upon demand the term of this Agreement and for five (5) years thereafter; and
- (I) The Recipient shall submit to the CITY not more than sixty (60) days after the comprehensive exterior property improvement project is completed, all supporting documentation, including but not limited to paid receipts, two (2) 8 x 10 photographs of the completed exterior property improvements and documentation relating to the construction costs expended for the exterior property improvements project on the subject property; and
- (J) The Recipient's contractor(s) shall carry worker's compensation insurance to cover all workers involved in the project. Recipient shall maintain, at its own expense, General Liability Insurance covering the subject property and the resultant uses thereof in the amount of \$1,000,000.00 and will maintain property damage coverage for a minimum of \$100,000.00 the premium of which shall be paid prior to execution of this Agreement. Said insurance shall name the CITY as an additional insured; and shall provide that the CITY will receive notice of any cancellation or change in coverage. Recipient shall furnish CITY with the Certificates of Insurance. Any lapse of this coverage during this period of the Agreement shall be grounds for termination of the Agreement by the CITY.
- (K) The Recipient acknowledges and agrees that Contractor has been formally informed that construction work must begin within 30 calendar days from the date of Building Permit issuance and shall be carried on at a rate to ensure its full completion no later than one year from the date of the Building Permit issuance. The rate of progress and the time of completion are essential conditions of the Funding Agreement.

### (III) Representations



suit, action proceeding brought thereon and any order, judgment or decree which may be entered in any such action or proceeding or as a result thereof.

- (B) Recipient agrees that nothing herein contained is intended or should be construed as in any way creating or establishing the relationship of partners or joint ventures between the CITY and the Recipient as an agent, representative or employee of the CITY for any purpose or in any manner whatsoever, and that it shall not represent to any third parties that such is the case.
- (C) Recipient may not assign any rights under this Agreement without the prior written consent of the CITY, which may be withheld in its sole discretion.
- (D) The name and address of the official payee to whom payments hereunder will be made is: **[Name]**
- (E) This Agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce this Agreement will be heard in Broward County, Florida. No remedy herein conferred upon any part is intended to be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any part of any right, power or remedy hereunder shall preclude any other of further exercise thereof.
- (F) This Agreement may only be amended or modified by an instrument in writing signed by both parties.
- (G) The Recipient acknowledges and agrees that the CITY may in its sole discretion discontinue this program at any time. At all other times, either party can cancel this agreement by thirty-(30) days written notice to the other. In the event that Recipient cancels this Agreement, the CITY shall not be liable to any contractor (s) or subcontractor (s) with relation to any work performed pursuant to the contract between Recipient and the Contractor(s) or subcontractor(s).
- (H) Recipient agrees that if the Recipient sells the property, changes the use of the business or goes out of business prior to receiving the grant funds or anytime within five years of receiving grant funds, all or a portion of the funds will be reimbursed to the CITY. If it is determined that reimbursement is based on a portion of the funds, Recipient shall reimburse the CITY in the following manner: 80% if the property is sold, the business use is changed or the business goes out of business within one year of the final disbursement; If said conditions occur within two years of the final disbursement, Recipient shall reimburse 60% of the funds; if said conditions occur within three years, then Recipient shall reimburse 40%, and if within four years, then Recipient shall reimburse 20% of the funds disbursed. Reimbursement requirements shall not be applicable to exterior-only improvement projects.
- (I) Recipient shall be required to provide sufficient security for grants awarded by the CITY. Such security shall be approved by the City Manager/Assistant City Manager and City Attorney to sufficiently cover the repayment provision and may include a personal guarantee, security agreement and/or any other acceptable form of security. Security requirements shall not be applicable to exterior-only improvement projects. Nothing in this paragraph shall be construed to prohibit the CITY from awarding a grant without security, if it is determined that such grant is in the best interest of the City.

**COMMERCIAL PROPERTY IMPROVEMENT PROGRAM (CPIP) GRANT AGREEMENT**

IN WITNESS WHEREOF, the parties have made and executed this Agreement in the date first written above, as follows:

