

**Notice of Funding Availability (NOFA) Wakulla County Septic Upgrade and Sewer  
Connection Grant Program Funds for the State Fiscal Year  
2021/2022**

**Wakulla County Septic Upgrade Incentive Program**

Based on the results of a Wastewater Feasibility Analysis performed by Wakulla County, the County has developed a Septic Upgrade Incentive Program to encourage homeowners to voluntarily remediate existing conventional Onsite Sewage Treatment and Disposal Systems (OSTDS) to include nitrogen reducing enhancements. Where connection to sewer is not indicated by the Feasibility Analysis, the incentive program is intended to offset a portion of homeowner costs by providing certified septic system installers and licensed plumbers with up to \$7,000.00 for the installation of enhanced nitrogen-reducing features to existing targeted areas within the County that are pre-approved by the Wakulla County Utility Department. Any costs over and above the \$7,000 Grant Funds must be paid for by the homeowner.

**Wakulla County Sewer Connection Incentive Program**

Based on the results of the Wastewater Feasibility Analysis performed by Wakulla County the County has developed a Sewer Connection Incentive Program to encourage up to 50 homeowners to voluntarily connect to central sewer where currently available. Where connection is indicated by the Feasibility Analysis, the incentive program is intended to offset a portion of homeowner costs by providing homeowners up to \$7,000 and licensed plumbers for the connection of an existing home to central sewer located in targeted areas within the County that are pre-approved by the Department. Part of the \$7,000 will pay for the \$3,850 Access Fee and the remainder will offset the remaining costs. Any costs over and above the \$7,000 Grant Funds will be paid for by the homeowner.

**Work Performance**

All work will be bid individually and awarded to the lowest bidder and performed by Licensed Plumbers/Licensed Septic Contractors. The contract will be between the Homeowner and the Contractor. Any costs over and above the \$7,000 Grant Funds will be paid for by the homeowner.

**All interested persons will need to apply.** Septic/Sewer Applications will be available beginning Monday, March 15, 2021 between the hours of 9:00 AM and 4:00 PM, EST, Monday thru Friday by calling **Government Services Group, Inc. at (850) 681-3717** or via online at [www.mywakulla.com](http://www.mywakulla.com). Applications can also be picked up at the following address:

**Wakulla County Board of County  
Commissioners  
3093 Crawfordville Highway  
Crawfordville, Florida**

Applications **must** be returned by mail to Government Services Group, Inc. at the following address:

**Government Services Group, Inc.  
1500 Mahan Drive, Suite 250  
Tallahassee, FL 32308**

All applications will be considered on a **first come/first served** basis. Questions regarding the Septic/Sewer program and application process should be directed to Jay Moseley, Government Services Group, Inc., at (850) 681- 3717.

**A FAIR HOUSING/EQUAL OPPORTUNITY/HANDICAP ACCESS JURISDICTION**



Updated 2/2021



**WAKULLA COUNTY  
SEPTIC UPGRADE AND SEWER CONNECTION GRANT PROGRAM**



Developed By:

**Government Services Group, Inc.**  
**Application Processing Department**  
1500 Mahan Drive, Suite 250  
Tallahassee, FL 32308  
850-681-3717 (Phone) 850-224-7206 (Fax)

## **SEPTIC/SEWER PROGRAM INFORMATION**

Thank you for your interest in the Wakulla County Septic/Sewer Grant Program. We hope that the program will be able to assist you with your upgrade or connection needs. Applications for assistance in the program are accepted on a first come, first served basis, as funds are available. Return the application with the required supporting documents to:

**Government Services Group, Inc.  
Application Processing Department  
1500 Mahan Drive – Suite 250  
Tallahassee, FL 32308**

Please call Jay Moseley, Government Services Group at 850-681-3717 for assistance.

**Application will not be accepted at any other location or by any Wakulla County Staff.**

\*\*\*\*\* PLEASE READ CAREFULLY BEFORE COMPLETING THIS APPLICATION\*\*\*\*\*

### **General Information**

#### **Septic Upgrades Incentive**

The County will provide incentive payments for eligible recipients of up to \$7,000.00 per installation to encourage homeowners to voluntarily remediate existing conventional septic systems. All payments will be made on the homeowner's behalf directly to the licensed contractor. The work will include nitrogen reducing enhancements within parts of the county approved by the Wakulla County Utility Department and the Wakulla County Health Department. This program encourages homeowners located in the eligible areas to make required improvements and to offset the costs of those improvements. If your system has failed or is not in compliance with the existing code requirements, you will be required to provide these improvements at your cost when you apply for a permit to upgrade or repair your system. This program is designed to offset those inevitable costs. **Each homeowner will be required to hire a septic contractor to have their current system pumped out, inspected, and permitted. Once the permit is received, the county will bid out the recommended work and will pay for the work performed up to the \$7,000 maximum award.**

#### **Sewer Connection Program**

The County will provide incentive payments for eligible recipients of up to \$7,000.00 per installation to encourage homeowners to voluntarily connect to the available central sewer system where applicable. All payments will be made on the homeowner's behalf directly to the licensed contractor. Initially, \$3,850 will be utilized to pay for the required access fee with the remainder to pay for the additional work installing the required infrastructure and abandonment of the existing septic system.

While not currently enforced by Wakulla County, Florida Statutes require the connection to an available central sewer system within one year of availability. The County is under considerable pressure from various State Agencies to begin enforcing this statute. This program is designed to offset the inevitable costs of the connection to the available system.

#### **Construction Process**

Each project will be bid and awarded to the lowest responsive, responsible bidder as determined by the consultant and county staff. All work will be awarded to licensed plumbers/septic contractors in compliance with grant specifications and licensing requirements. Contractors will be paid with grant funds with a limit of \$7,000 maximum award amount. Contracts exceeding this amount must be paid for with homeowner funds once the \$7,000 maximum has been reached. At contract signing, a certified check or cashier's check made payable to the contractor for the contract amount that exceeds the \$7,000 limit must be submitted to the County to hold until improvements are complete. This will serve to protect both the contractor and the homeowner.

## ABOUT THE CONSULTANT

Government Services Group, Inc. (GSG) is a grant consulting firm hired by Wakulla County to administer the Septic/Sewer Grant Program. GSG will handle all your paperwork, verify your qualification, and will oversee the construction process. It is important that you provide GSG with all the required information and cooperate in every way to make this a positive experience. In addition, GSG will be able to assist you in understanding the process of construction and in dealing with your contractor. Please note that Wakulla County will have final authority with all processes and procedures.

**Jay Moseley, Government Services Group, Inc.  
1500 Mahan Drive – Suite 250  
Tallahassee, FL 32308  
850-681-3717**

### **Application Process**

Please complete all sections of the application. This will show that you have reviewed this section of the application. Eligible applicants will be served on a first come/first served basis. **All signatures must be in blue ink to distinguish originals from copies.** Fax copies of applications will not be accepted. If you have any questions about the application please call Jay Moseley, Government Services Group, Inc. at 850-681-3717. Again, thank you for your interest in the Wakulla County Septic/Sewer Program.

### **IF I HAVE A QUESTION OR PROBLEM, WHOM DO I CALL?**

If you have a question or problem, you may contact Jay Moseley, **Government Services Group, Inc.** at the following number: **850-681-3717**.

### **NOTICE:**

**Florida Statute 817 provides that willful false statements is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83. You further understand that any willful misstatement of information will be grounds for disqualification. You will sign your application certifying that the application information provided is true and complete to the best of your knowledge.**

**Proof of Ownership. Property Taxes Paid**

Please submit a copy of your warranty deed or a copy of your property card from the property appraiser's office. All property taxes must be current, each applicant will be reviewed and if property taxes are not current, you will not be eligible for grant funding until all past due property taxes are paid.

**Septic/Sewer Temporary Construction Easement**

Please complete and submit the attached Temporary Construction Easement Form. This will be utilized to authorize County employees, agents, and contractors to access your property with permission to do the construction. While it is a document that requires us to record it as a matter of legal authorization, we will only record it if the work is authorized and the contract is approved and accepted by the homeowner.

**Please go to application forms**

**DO NOT INCLUDE INSTRUCTION PAGES WHEN SUBMITTING APPLICATION**

**WAKULLA COUNTY SEPTIC/SEWER PROGRAM  
APPLICATION FOR ASSISTANCE**

Office Use Only

Septic Improvements \_\_\_\_\_

Sewer Connection \_\_\_\_\_

General Information	Homeowner/Applicant	Spouse/Co-Applicant
<b>Full Name:</b>		

**Property and Phone Information:**

<b>Full Property Address (include city and zip):</b>			
<b>Full Mailing address (if different):</b>			
<b>Primary Phone:</b>		<b>Alternate Phone:</b>	

As the homeowner of record, I/we agree to pay for any program costs that are incurred over and above the \$7,000 limit for either connection to the existing central sewer system, or septic system improvements. \* All work will be bid individually by licensed plumbers/licensed septic installers with the bid awarded to the lowest eligible contractor as determined by the consultant and county staff. All work to be inspected and approved by the appropriate county department or agency.

All work must be in compliance with all applicable county codes and health department requirements.

I/we understand that Florida Statute 817 provides that willful false statements or misrepresentation is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83. I/we further understand that any willful misstatement of information will be grounds for disqualification. I/we certify that the application information provided is true and complete to the best of my/our knowledge I/we agree to provide any documentation needed to assist in determining eligibility and are aware that all information and documents provided are a matter of public record.

<b>Head of Household/Applicant</b>	<b>Print Name</b>	<b>Date</b>
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<b>Spouse/Co-Applicant</b>	<b>Print Name</b>	<b>Date</b>
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\*After bids are submitted and approved, at contract signing the homeowner will submit to the program manager a Certified or Cashier's check made out to the contractor to pay for any amount of the bid over and above the maximum grant amount of \$7,000. This will serve to protect the interests of the homeowner, contractor, and county.

**WAKULLA COUNTY**

**SEPTIC/WASTEWATER TEMPORARY CONSTRUCTION EASEMENT**

**THIS EASEMENT AGREEMENT** is made and entered this \_\_\_\_ day of \_\_\_\_\_, 2021 by and between Wakulla County, Florida, a political subdivision of the State of Florida, hereinafter referred to as the "County", and \_\_\_\_\_ (Property Owner), whose address is \_\_\_\_\_ (Address of Property Owner), hereinafter referred to as "Owner".

**W I T N E S S E T H**

**WHEREAS**, the County is planning, designing and implementing the connection to the County's wastewater utility system or performing septic system improvements, which is being funded by a grant from Florida Department of Environmental Protection administered through Wakulla County (the "Grant"); and

**WHEREAS**, Owner's property, which is identified by Parcel Identification Number \_\_\_\_\_, as assigned by the Wakulla County Property Appraiser, and located at street address \_\_\_\_\_ (the "Property"), is located within the Springs Protection Area; and

**WHEREAS**, the Grant provides funds for the County to extend its wastewater collection system to the project area, to provide individual property connections or septic system improvements, and onsite abandonment of existing septic systems if applicable; and

**WHEREAS**, the Owner desires to take advantage of this limited opportunity to connect to the County's wastewater utility system or septic system improvements, and acknowledge grant funding is limited to \$7000 has agreed to provide the County and its contractors and agents with a temporary construction easement for construction and access to the Property so that the County may connect the plumbing of the existing residence to the County's wastewater utility system and abandon the existing septic system, or provide improvements to an existing septic system. The homeowner also agrees to pay for any associated costs over and above the available \$7,000 in grant funds: and

**WHEREAS**, Owner and the County now desire to enter into this temporary construction easement agreement setting forth the terms under which the Owner's Property will be connected to the County's wastewater utility system, or septic system improvements.

**NOW, THEREFORE**, in consideration of the covenants and conditions set forth herein, the parties hereto agree as follows:

1. **RECITALS.** The above recitals are true and correct and are incorporated herein by reference.
2. **RECORD OWNER.** Owner represents that he or she is vested with fee simple title of record to the Property. Owner represents and warrants that Owner has full authority to enter into and sign this Agreement.
3. **CONSTRUCTION EASEMENT.**
  - a. It is the purpose of this Easement to grant a temporary non-exclusive construction and access easement over, on, under, upon, and across the Property at all times to perform all acts necessary to enable the County to connect the plumbing of the existing residence on the Property to the County's wastewater utility system and abandon the existing on-site septic system, or to make improvements to the existing septic system, all of which the County shall be authorized to perform in its sole discretion.
  - b. In consideration of the mutual covenants, promises, terms and conditions set forth herein, together with other good and valuable consideration provided to Owner, the adequacy and receipt of

which are hereby acknowledged, Owner hereby voluntarily grants, creates, conveys, and establishes a temporary construction and access easement for and in favor of the County, its employees, contractors, and agents, upon the Property for the purposes described herein which shall run with the land and be binding upon the Owner and its successors and assigns, and shall remain in full force and effect for the duration provided herein.

c. No right of access by the general public to any portion of the Property is conveyed by this Easement.

d. This Easement shall remain in full force and effect until the existing residence on the Property is successfully connected to the County's wastewater utility system and the existing onsite septic system is properly abandoned, or septic system improvements, or within 3 years from the date this Easement is recorded (whichever date is earlier), unless otherwise extended in writing by Owner and County. This Easement may be amended, altered, released or revoked only by written agreement between the parties hereto or their heirs, assigns or successors-in-interest, which shall be filed in the public records in Wakulla County, Florida.

4. RESTORATION OF PROPERTY. Owner acknowledges that heavy equipment will be needed on Owner's property for the construction process. The County agrees to use all due care while on the Property and will cover the disturbed areas with dirt after the piping and other appurtenant wastewater facilities are installed and the existing onsite septic system is abandoned, but the Owner agrees to be responsible for any property restoration after the completion of work called for hereunder, including seeding or resodding, any replantings, and restoration of any other disturbed surfaces such as driveways and sidewalks.

5. INDEMNIFICATION. The County's liability is limited by Section 768.28, Florida Statutes and nothing herein shall operate to waive the County's sovereign immunity. Owner agrees to indemnify and save harmless the County against and from any and all claims by or on behalf of any person, firm or corporation arising from the conduct or management of any work or thing whatsoever done by County in or about the Property pursuant to this Easement Agreement.

6. APPLICABLE LAW. This Easement Agreement shall in all respect be governed by the laws of the State of Florida.

7. SUCCESSORS AND ASSIGNS. This Easement Agreement shall be binding upon and inure to the benefit of the heirs, successors, executors, administrators and assigns of the parties hereto.

8. NON-SEVERABILITY. It is understood by the parties that this Easement Agreement is a unified agreement and if any provision hereof or application thereof to any person shall be held invalid or unenforceable, such holding shall invalidate and render unenforceable all other provisions hereof.

IN WITNESS WHEREOF, the parties have executed this Agreement the date and year first above written.

**WAKULLA COUNTY, FLORIDA:**

**PROPERTY OWNER:**

By: \_\_\_\_\_  
David Edwards,  
County Administrator

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_

**WITNESS:**

\_\_\_\_\_



Print Name: \_\_\_\_\_

PROPERTY OWNER NOTARIZATION  
STATE OF FLORIDA COUNTY OF  
WAKULLA

The foregoing instrument was sworn to (or affirmed) and subscribed before me this \_\_\_\_ day of \_\_\_\_\_,  
2021, by \_\_\_\_\_, who is personally known to me or produced \_\_\_\_\_ as  
identification (circle one).

**(SEAL)**

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Print, Type/Stamp Name of Notary

Please note this document will be recorded in the Official Records of Wakulla County Florida