

Action Plan

Grantee: Davie, FL

Grant: B-11-MN-12-0038

LOCCS Authorized Amount:	\$ 1,171,166.00
Grant Award Amount:	\$ 1,171,166.00
Status:	Reviewed and Approved
Estimated PI/RL Funds:	\$ 690,000.00
Total Budget:	\$ 1,861,166.00

Funding Sources

No Funding Sources Found

Narratives

Summary of Distribution and Uses of NSP Funds:

Acquisition \$490,000 - The Town will acquire NSP eligible properties through its developer, rehabilitate them, and then resell them to NSP eligible buyers that earn 51% - 120% of the AMI participating in the program. All properties will be purchased according to appropriate program guidelines, including the minimum discount requirement and after environmental reviews have been completed.

Rehabilitation (Resale Units) \$200,000 - Rehabilitation assistance will be allocated to each NSP eligible properties to address repairs that eliminate code violations, provide for home improvements that promote conservation/energy efficiency and eliminate signs of blight and assist with stabilizing the neighborhood.

Financing Mechanisms Purchase Assistance \$61,257.90 - The Town of Davie will make available financing mechanisms with favorable terms to eligible homebuyers that earn 51% - 120% of the AMI with various options to be applied towards the costs of purchasing an NSP eligible property.

Acquisition \$202,791.50 -The Town through its developer will acquire NSP eligible properties, rehabilitate them, and then rent them to NSP eligible tenants that earn 50% of the AMI or less participating in the program. All properties will be purchased according to appropriate program guidelines, including the minimum discount requirement and after environmental reviews have been completed.

Rehabilitation (Rental Units) \$100,000 - Rehabilitation assistance will be allocated to each NSP eligible properties to address repairs that eliminate code violations, provide for home improvements that promote conservation/energy efficiency and eliminate signs of blight and assist with stabilizing the neighborhood.

Administration, Citizen Participation & Support Services \$117,116.60 - To plan, administer, and monitor the NSP3 funds and activities; undertake comprehensive planning activities; apply for other related grants; e; prepare Environmental Review Records/Assessments, etc. (Planning, Administration, Citizen Participation & Support Services).

The NSP3 eligible activities identified above will benefit households between 50% - 120% of the Area Median Income; and, no displacement or relocation of Davie residents or businesses is anticipated.

How Fund Use Addresses Market Conditions:

The Town will utilize NSP funds to acquire eligible foreclosed or abandoned properties in the designated neighborhoods. The neighborhood(s) identified by the NSP 3 grantee as being the area(s) of greatest need must have an individual or average combined NSP3 index score of 17 or greater. In addition, NSP3 requires that grantees target their funds to areas where at least 20% of REO units in the selected targeted area will be addressed, so that funds can have a visible impact. Due the limited amount of funds available between NSP3 and potential NSP1 program income, the Town has selected smaller sections of the Town's initial NSP target areas to ensure that its able acquired eligible properties.

Based on the guidance above the Town of Davie will continue to target the Neighborhood Stabilization Program funding in



the following two target areas.

Eastern NSP Target Area: The boundaries of the Eastern Davie Target Area are as follows:

Northern Boundary – SR/84-595 ,Southern Boundary - Orange Drive, Eastern Boundary – State Road 7, Western Boundary - Davie Road.This area is located within Census Tract 703.05 Block Group 1.

There are 4,593 housing units in the Target Area and it has a NSP3 Need Score of 19.96. The Town’s NSP developer has acquired 6 properties within this area under the first round of NSP funding. This area is also located within the Town’s Community Redevelopment District and is one of the Town’s designated CDBG Target Areas. The Town will continue to target units for its low-income rental units. This census block group has the highest percentage of low/mod residents.

Southern NSP Target Area:The boundaries of the Western Davie Target Area are as follows: Northern Boundary – Stirling Road, Southern Boundary – Davie Road Extension Eastern Boundary – David Road Extension, Western Boundary – University Drive. This area is located within Census Tract 705.02 Block Group 1 and 2.

This area is located within the Town’s Southern CDGB Target Area. There are 2,389 housing units in the Target Area and it has a NSP 3 Need Score of 20. This area is located within one of the Town’s designated CDBG Target Areas.

Ensuring Continued Affordability:

The Town will maintain affordability of NSP assisted housing by adopting minimum HOME standards. The following table displays the minimum standards to be utilized by the Town .

Homeownership assistance amount per-unit

Town of Davie NSP Affordability Period

Under \$15,000 5 Years

\$15,000 to \$40,000 10 Years

Over \$40,000 15 Years

Recapture provisions involves the Town receiving 100% of the NSP funding on an assisted unit or a portion of it should that housing unit cease to be the primary residence of the household receiving the assistance for the duration of the period of affordability or the terms that are agreed to between the Town and household.

Definition of Blighted Structure:

The Town’s Minimum Housing and Property Standards Code defines blighted as physical or operational condition which for lack of proper maintenance, directly causes, or is likely to cause, unsafe conditions and/or a reduction in the value of surrounding properties.

Definition of Affordable Rents:

The Town will utilize HOME affordable rents as published and currently available for its proposed rental units.

Housing Rehabilitation/New Construction Standards:

The Town of Davie will utilize its adopted rehabilitation standards as specified in the Town’s NSP Housing Assistance Plan to guide all work specifications written for NSP rehabilitated properties. The Town’s rehabilitation standards to the extent feasible incorporate “green” rehabilitation techniques to the areas addressed in the Town’s residential rehabilitation standards document. The areas addressed include:

- A. Exterior Surface
- B. Foundations and Structures
- C. Windows and Doors
- D. Roofing
- E. Insulation/Ventilation
- F. Interior Standards (Including Lead and Asbestos Compliance)
- G. Electrical
- H. Plumbing, HVAC and other major mechanical systems.

Residential structures purchased under this program that are not deemed beyond feasible repair (repairs exceeding 50% of the value of the structure) will be rehabilitated as needed to meet the following:

1. HUD Section 8 Housing Quality Standards (24CFR982.401)
2. Local Zoning Requirements
3. State of Florida Building Code
4. The local building code
5. Modern, Green Building and Energy-Efficiency Improvements
6. Florida Energy Efficiency Code for Building Construction (Newly Constructed Housing Units)
7. Accessibility requirements of 24 CFR Part 8, 24 CFR 100.201, and 24 CFR 100.205, if applicable

Residential Housing Units purchased that are determined to be beyond feasible rehabilitation will be demolished. In a situation of newly vacant property/land where a residence was demolished Town staff will consider a new home being constructed on the property or land banking the property for the construction of a residence for a family or families making below 120% of AMI income in the foreseeable future.

Foreclosed parcels and residential structures purchased under this program will be purchased at no more than 99% of the current appraised market value of the property. Current appraised value will be determined by an appraisal which was completed by a licensed real estate appraiser within 60 days of the closing on the property. No foreclosed property shall be purchased under this program when the purchase price will exceed 99% of the property’s current appraised market value. Homes considered for purchase under this program will be evaluated by the local Housing Specialist and/or Non-Profit and/or For Profit sub-recipient, and/or Non-Profit Developer and/or For-Profit Developer and a written recommendation of condition will be submitted to Town staff for approval prior to commencement of due diligence on the property. The Housing Specialist will assign a case number and evaluate each property being considered for purchase under the program. The initial inspection will result in a report of finding which will be used in the consideration for purchase.



Vicinity Hiring:

The Town will utilize Section 3 guidelines to hire people/businesses from the local vicinity to carry out any aspect of its NSP activities. This will include but not be limited to advertising in local newspapers and on the Town's website for the employees and businesses that the Town will need to carry out its Abbreviated Action Plan. The Town and its NSP Developer will specifically look for persons/businesses that are engaged in landscaping, painting, and debris removal. The Town will adhere to local, State, and Federal procurement procedures in this hiring process.

Procedures for Preferences for Affordable Rental Dev.:

The Town is allocating 26% of this NSP 3 allocation as our low-income set-aside to acquire and rehabilitate rental units. The Town did not choose to allocate additional NSP 3 funds for rental units because of the high demand for homeownership activities. The Town currently has fifteen (15) pre-qualified homebuyers remaining from its NSP 1 pool and has eighty (80) interested homebuyers awaiting the release of the Town's NSP 3 funds. The majority of the units that the Town has been able to acquire using its NSP 1 funds have been single-family detached homes, condos, and townhomes. The Town does not have an available inventory of NSP eligible multifamily units that are more conducive for NSP rental activity. The lack of inventory of multifamily units was another major factor that influenced the Town's decision to focus on homeownership activities.

Furthermore, the Town recently approved two (2) fully funded affordable housing projects that are in the process of constructing a total of 255 affordable rental units to serve individuals under 60% of the Area Median Income.

Grantee Contact Information:

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giovanni_moss@davie-fl.gov

Project Summary

Project #	Project Title	Grantee Activity #	Activity Title
2010-1	Acquisition - Resale	2010-1	Acquisition - Resale
2010-2	Rehabilitation - Resale Units	2010-2	Rehabilitation - Resale Units
2010-4	Acquisition - Rental	2010-4	Acquisition - Rental Units
2010-5	Rehabilitation- Rental Units	2010-5	Rehabilitation - Resale Units
2010-6	Administration, Citizen	2010-6	Administration
9999	Restricted Balance		<i>No activities in this project</i>



Activities

Project # / 2010-1 / Acquisition - Resale

Grantee Activity Number: 2010-1
Activity Title: Acquisition - Resale

Activity Type:

Acquisition - general

Project Number:

2010-1

Projected Start Date:

06/13/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

Activity Status:

Under Way

Project Title:

Acquisition - Resale

Projected End Date:

06/13/2013

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 556,491.60

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 556,491.60

Benefit Report Type:

Direct (Households)

Program Income Account:

NSP Developer Activity

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Owner Households	4		4	100.00
# of Households	4		4	100.00
# of Permanent Jobs Created	5	3	2	100.00

Proposed Accomplishments

	Total
# of Multifamily Units	4
# of Housing Units	4
# of Properties	4



Activity is being carried out by

No

Activity is being carried out through:

Organization carrying out Activity:

Town of Davie

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Town of Davie	Local Government	\$ 490,000.00

Location Description:

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Southern NSP Target Area:The boundaries of the Western Davie Target Area are as follows: Northern Boundary – Stirling Road, Southern Boundary – Davie Road Extension Eastern Boundary – David Road Extension, Western Boundary – University Drive.This area is located within Census Tract 705.02 Block Group 1 and 2.

This area is located within the Town's Southern CDGB Target Area. There are 2,389 housing units in the Target Area and it has a NSP 3 Need Score of 20. This area is located within one of the Town's designated CDBG Target Areas.

Activity Description:

The Town will acquire NSP eligible properties through its developer, rehabilitate them, and then resell them to NSP eligible buyers participating in the program. All properties will be purchased according to appropriate program guidelines, including the minimum discount requirement and after environmental reviews have been completed.

Environmental Assessment: UNDERWAY

Environmental None

Project # / 2010-2 / Rehabilitation - Resale Units

Grantee Activity Number: 2010-2
Activity Title: Rehabilitation - Resale Units

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

2010-2

Projected Start Date:

06/27/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

Activity Status:

Under Way

Project Title:

Rehabilitation - Resale Units

Projected End Date:

11/06/2013

Project Draw Block Date by HUD:**Activity Draw Block Date by HUD:****Total Budget:** \$ 339,970.63**Most Impacted and Distressed Budget:** \$ 0.00**Other Funds:** \$ 0.00**Total Funds:** \$ 339,970.63**Benefit Report Type:**

Direct (Households)

Program Income Account:

NSP Developer Activity

Proposed Beneficiaries

Owner Households

	Total	Low	Mod	Low/Mod%
# Owner Households	4			0.00
# of Households	4			0.00

Proposed Accomplishments

of Singlefamily Units

of Housing Units

#Dishwashers replaced

#Clothes washers replaced

#Replaced hot water heaters

#Replaced thermostats

#Efficient AC added/replaced

#Additional Attic/Roof Insulation

Total

4

4

4

4

4

4

4

4



Activity is being carried out by

No

Activity is being carried out through:

Organization carrying out Activity:

Town of Davie

Proposed budgets for organizations carrying out Activity:

Responsible Organization

Town of Davie

Organization Type

Local Government

Proposed Budget

\$ 200,000.00

Location Description:

Properties acquired within Town's NSP Target Areas.

Activity Description:

Rehabilitation assistance will be allocated to each NSP eligible property to address repairs that:

- Eliminate code violations,
- Provide for home improvements that promote conservation/energy efficiency
- Eliminate signs of blight and assist with stabilizing the neighborhood.

Environmental Assessment: UNDERWAY

Environmental None

Project # / 2010-4 / Acquisition - Rental

Grantee Activity Number: 2010-4
Activity Title: Acquisition - Rental Units

Activity Type:

Acquisition - general

Project Number:

2010-4

Projected Start Date:

06/13/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Activity Status:

Under Way

Project Title:

Acquisition - Rental

Projected End Date:

12/31/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:



Block Drawdown By Grantee:

Not Blocked

National Objective:

LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

Total Budget: \$ 438,721.18

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 438,721.18

Benefit Report Type:

Direct (Households)

Program Income Account:

NSP Developer Activity

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	2			0.00
# of Households	2			0.00
# of Permanent Jobs Created	5	3	2	100.00

Proposed Accomplishments

	Total
# of Singlefamily Units	2
# of Housing Units	2
# of Properties	2

Activity is being carried out by

No

Activity is being carried out through:

Organization carrying out Activity:

Town of Davie

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Town of Davie	Local Government	\$ 438,721.18

Location Description:

Properties located within Town's NSP Target Areas.

Activity Description:

The Town through its developer will acquire NSP eligible properties, rehabilitate them, and then rent them to NSP eligible buyers participating in the program. All properties will be purchased according to appropriate program guidelines, including the minimum discount requirement and after environmental reviews have been completed

Environmental Assessment: COMPLETED

Environmental None



Project # / 2010-5 / Rehabilitation- Rental Units

Grantee Activity Number: 2010-5
Activity Title: Rehabilitation - Resale Units

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

2010-5

Projected Start Date:

06/20/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

Activity Status:

Under Way

Project Title:

Rehabilitation- Rental Units

Projected End Date:

06/20/2012

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 247,427.43

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 247,427.43

Benefit Report Type:

Direct (Households)

Program Income Account:

NSP Developer Activity

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	2	2		100.00
# of Households	2	2		100.00

Proposed Accomplishments

	Total
# of Singlefamily Units	2
# of Housing Units	2
# ELI Households (0-30% AMI)	
#Low flow toilets	2
#Dishwashers replaced	2
#Efficient AC added/replaced	2
#Additional Attic/Roof Insulation	2



Activity is being carried out by

No

Activity is being carried out through:

Organization carrying out Activity:

Town of Davie

Proposed budgets for organizations carrying out Activity:

Responsible Organization

Town of Davie

Organization Type

Local Government

Proposed Budget

\$ 247,427.43

Location Description:

Properties located within the Town's NSP Target Areas

Activity Description:

Rehabilitation assistance will be allocated to each NSP eligible properties to address repairs that:

- Eliminate code violations,
- Provide for home improvements that promote conservation/energy efficiency
- Eliminate signs of blight and assist with stabilizing the neighborhood.

Environmental Assessment: UNDERWAY

Environmental None

Project # / 2010-6 / Administration, Citizen Participation & Support

Grantee Activity Number: 2010-6
Activity Title: Administration

Activity Type:

Administration

Activity Status:

Under Way

Project Number:

2010-6

Project Title:

Administration, Citizen Participation &

Projected Start Date:

04/04/2011

Projected End Date:

04/04/2013

Project Draw Block by HUD:

Not Blocked

Project Draw Block Date by HUD:

Activity Draw Block by HUD:

Activity Draw Block Date by HUD:



Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

Not Applicable - (for Planning/Administration or Unprogrammed Funds only)

Total Budget: \$ 177,116.60

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 177,116.60

Benefit Report Type:

NA

Program Income Account:

Program Income Administration

Activity is being carried out by

No

Activity is being carried out through:

Organization carrying out Activity:

Town of Davie

Proposed budgets for organizations carrying out Activity:

Responsible Organization

Town of Davie

Organization Type

Local Government

Proposed Budget

\$ 177,116.60

Location Description:

N/A

Activity Description:

Administrative duties relative to the overall grant program and fair housing activities. This activity is assumed to benefit low and moderate income persons and is eligible under 24 CFR section 570.206.

Environmental Assessment: EXEMPT

Environmental None

Action Plan Comments:

Reviewer - NSP3 Action Plan has been reviewed and approved. DRGR Action Plan check list was completed and recommendation to unblock grant was provided to headquarters by FO. (EF)



- Reviewer - As per grantee no corrections were made to action plan. (EF)
- Reviewer - As per grantee added new program income budget to the action plan. (EF)
- Reviewer - As per grantee action plan was submitted by error. FO will approve action plan in order to allow grantee to submit NSP3 QPR in a timely manner. (EF) April 30, 2013.
- Reviewer - Action plan being approved in order for the grantee to submit the QPR. Grantee indicated no modifications were made not sure why the system prompted review of the plan. NEC 11.1.2013
- Reviewer - Action plan being approved due to grantee made some minor changes to budget. In addition, grantee needs to make additional modifications in order to correct discrepancies with expenditures and draws. 11-14-2013 NEC
- Reviewer - Grantee indicated minor changes to the Action Plan were made to reflect program income expenditures. Action plan being reviewed in order for the grantee to be able to submit QPR. 5/6/2014. NEC
- Reviewer - Grantee indicated minor changes to the Action Plan were made to reflect program income expenditures. 2/17/2015. NEC
- Reviewer - Action plan being approved in order for grantee to submit QPR. Grantee indicated no changes made to the Action Plan. 5/26/2015. NEC
- Reviewer - Grantee indicated non-substantial budget modifications were made to reflect actual expenditures along with program income was received in the amount of \$15,000 from the sale of final NSP 3 property which was not budgeted in the initial program income projection. Plan being approved in order for grantee to submit QPR. 2/1/2016
- Reviewer - Grantee indicates funds were reallocated from NSP acquisition activities 2010-4 -\$19,667.12 and activity # 2010-4 - \$ 3,960.48, towards act. # 2010-1 Rental rehab. Plan being approved in order for grantee to submit QPR. 4/27/2016 NEC
- Reviewer - Grantee made minor budget adjustments to budget to prepare for program closeout. AP being approved in order for grantee to submit the QPR. NEC 2/2/2017
- Reviewer - Grantee indicated that no changes have been made in Action Plan. (EF)

Action Plan History

Version	Date
B-11-MN-12-0038 AP#1	07/28/2011
B-11-MN-12-0038 AP#2	07/30/2012
B-11-MN-12-0038 AP#3	09/14/2012
B-11-MN-12-0038 AP#4	04/30/2013
B-11-MN-12-0038 AP#5	11/01/2013
B-11-MN-12-0038 AP#6	11/15/2013
B-11-MN-12-0038 AP#7	05/06/2014
B-11-MN-12-0038 AP#8	02/16/2015
B-11-MN-12-0038 AP#9	05/26/2015
B-11-MN-12-0038 AP#10	02/01/2016
B-11-MN-12-0038 AP#11	04/27/2016
B-11-MN-12-0038 AP#12	02/02/2017
B-11-MN-12-0038 AP#13	07/31/2019



