

# Action Plan

**Grantee:** Jacksonville-Duval, FL

**Grant:** B-11-UN-12-0007

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<b>LOCCS Authorized Amount:</b>	\$ 7,102,937.00
<b>Grant Award Amount:</b>	\$ 7,102,937.00
<b>Status:</b>	Reviewed and Approved
<b>Estimated PI/RL Funds:</b>	\$ 0.00
<b>Total Budget:</b>	\$ 7,102,937.00

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## Funding Sources

Funding Source	Funding Type
DOJ Weed & Seed Grant - City Match	City Funds
Private Capital	Other Private Funds
JHFA Single-Family Bonds	Other Local Government Funds
DOJ Weed & Seed Grant	Other Federal Funds
JHFA Multi-Family Bonds	Other Local Government Funds

## Narratives

### Summary of Distribution and Uses of NSP Funds:

The City of Jacksonville plans on spending the NSP funding as follows:

- \$ 710,293 - Administration
- \$2,000,000 - Acquisition, Rehabilitation & Resale (Homeownership)
- \$2,202,644 - Acquisition and Rehabilitation (Multi-Family)
- \$ 400,000 - Demolition and Clearance
- \$ 500,000 - Financing Mechanisms
- \$1,290,000 - Redevelopment

All funds will be used within the target area as defined under the City's Substantial Amendment document.

The City of Jacksonville also plans to utilize other funding sources including, but not limited to: private capital, federal, state and local funding, and single- and multi-family bond proceeds in the targeted area to maximize the impact of the Neighborhood Stabilization Program.



### How Fund Use Addresses Market Conditions:

Through the various combined activities proposed in this action plan, it is anticipated that the targeted area will be impacted in several ways that will ultimately stabilize the communities through the reduction of vacant or abandoned units. Specific areas of expected impact are as follows:

- ,
- ,
- Decrease in overall crime in targeted neighborhoods,
- ,
- Reduction in calls for service from the Sheriff's Office,
- ,
- Decrease in the overall deterioration of targeted neighborhoods (as measured by the number of CARE issues reported to the City),
- ,
- Reduction in code enforcement violations,
- ,
- Increase in property values for targeted neighborhoods,
- ,
- Stabilization of the tax base in the target neighborhoods,
- ,
- Increase in the number of jobs available to area residents,
- ,
- Increase in the number of businesses located within the target area, and
- ,
- Increased access for area residents to needed human services.
- ,
- ,

### Ensuring Continued Affordability:

The City of Jacksonville will ensure long term affordability through the use of mortgages, promissory notes and liens for homeownership activities and mortgages, promissory notes and Land Use Restriction Agreements (LURA) for multi-family and land banking activities.

When NSP funds are used to finance a homebuyer program, properties must remain affordable in accordance with HOME guidelines as stated below for the applicable number of years from the date of initial purchase. If resale of the property is completed prior to the end of the affordability period, the principal amount of the loan is immediately due and payable to the City of Jacksonville. If an owner of a single family unit ceases to occupy the property as his/her primary residence, or if the home is rented, sold, or title is transferred before the affordability period expires, the funds provided by the City of Jacksonville will be subject to recapture. Recaptured funds will be returned to the NSP program as program income and be used for additional activities in accordance with the NSP program.

The Housing & Neighborhood Department's Compliance Unit will monitor the multi-family rental developments annually during the affordability period to ensure that the specified units continue to maintain tenant affordability, tenant income eligibility and that the property(ies) continue to meet minimum housing quality standards. The Housing and Neighborhoods Department's Finance Unit will monitor homeownership units for compliance with the terms of the recorded mortgage or other security mechanism throughout the affordability period.

The City of Jacksonville will use the minimum affordability period of the federal HOME Investment Partnership Program, 24 CFR 92.252(e) listed below:

- ,
- ,
- Up to \$15,000 = 5 years
- ,
- \$15,000 to \$40,000 = 10 years
- ,
- Over \$40,000 = 15 years
- ,
- New Construction = 20 years
- ,

### Definition of Blighted Structure:

The City of Jacksonville's Municipal Code Section 518.111 defines a blighted structure as blight, blighting influence, or blighting factors means either: that which endangers life or property by fire or other causes or that which substantially impairs or arrest property values or the sound growth of the county or city and is a menace to the public health, safety, morals or welfare in this present condition and use. This may include, but not be limited to, the following factors:

- ,
- ,
- Faulty lot layout in relation to size, adequacy, accessibility or usefulness;



- Unsanitary or unsafe conditions;
- Deterioration of site or other improvements.

**Definition of Affordable Rents:**

The maximum affordable rents shall be based upon Section 8 fair market rents as published by the U.S. Department of Housing and Urban Development.

**Housing Rehabilitation/New Construction Standards:**

All NSP assisted rehabilitation must meet the minimum housing codes as defined in Title VII, City of Jacksonville Municipal Code. Building standards are established by the City of Jacksonville's Building Department in conjunction with the Florida Building Code as established by the Florida Department of Community Affairs and may be revised from time to time. In addition, all units must meet HUD Housing Quality Standards (HQS) as set forth in 24 CFR 982.401. Local housing rehabilitation standards and a set of NSP-specific technical specifications have been created by the Housing and Neighborhoods Department of the City of Jacksonville and may be revised from time to time.

All newly constructed housing must meet the Florida Energy Efficiency Code for Building Construction. In addition, the City of Jacksonville shall require that all NSP housing construction incorporate modern, green building and energy efficient improvements in order to provide for long-term affordability and increased sustainability and attractiveness of housing neighborhoods.

The selected target area also contains portions of a Historic District. Historic preservation standards will continue to be enforced for both newly constructed and rehabilitated housing in this area. This includes the Certificate of Appropriateness process currently enforced by the City's Planning and Development Department and Building Inspection Division. Given the additional costs generally associated with historic structures, some may be prohibited from being accepted into the program.

**Vicinity Hiring:**

The City of Jacksonville will implement procedures to award priority status to the selection and utilization of small business firms located within the defined target area for all phases of the program. Further, contractors and vendors will be contractually required to make an effort to utilize residents of the target area in accordance with the City's existing Section 3 Action Plan previously approved by HUD.

**Procedures for Preferences for Affordable Rental Dev.:**

All potential related activities will be vetted for potential use in, and/or the impact on increasing access to rental housing. In addition, the majority of funds have been specifically targeted to address this preference for rental housing. Priority will be given to projects submitted that will serve the 50% or below of area AMI population. Finally, small scale rental projects of 1 to 10 units or scattered site single-family homes will receive preference.

**Grantee Contact Information:**

All NSP 3 Questions and/or Comments Should be Addressed to:

Elaine D. Spencer, Chief, City of Jacksonville Housing and Community Development Division; [espencer@coj.net](mailto:espencer@coj.net); (904) 255-8200

With Copies To:

Dayatra Coles, Housing Services Manager, City of Jacksonville Housing and Community Development Division; [dcoles@coj.net](mailto:dcoles@coj.net); (904) 255-8216

LaCree C. Carswell, Community Development Manager, City of Jacksonville Housing and Community Development Division; [lacreec@coj.net](mailto:lacreec@coj.net); (904) 255-8271

Laura Stagner, Director - Finance, City of Jacksonville Housing and Community Development Division; [lstagner@coj.net](mailto:lstagner@coj.net); (904) 255-8279

## Project Summary

Project #	Project Title	Grantee Activity #	Activity Title
9999	Restricted Balance	<i>No activities in this project</i>	
NSP301	NSP Planning and Administration	HNHS1A3HPAD	NSP3 Planning and Administration
NSP302	Single Family Acquisition,	HNHS1A3HPARS	Acq/Rehab/Resale of Foreclosed Single Family Units
NSP303	Multi-Family Acquisition and	HNHS1A3HPMF	Acquisition, Rehabilitation, Resale-Rental (50%)



NSP304

Demolition and Clearance

HNHS1A3HPDC

Demolition and Clearance

NSP305

Single Family Redevelopment and

HNHS1A3HPNCR

Redevelop/Resale of Residential  
Structures



# Activities

**Project # / Title:** NSP301 / NSP Planning and Administration

**Grantee Activity Number:** HNHS1A3HPAD  
**Activity Title:** NSP3 Planning and Administration

**Activity Type:**

Administration

**Project Number:**

NSP301

**Projected Start Date:**

03/31/2011

**Project Draw Block by HUD:**

Not Blocked

**Activity Draw Block by HUD:**

Not Blocked

**Block Drawdown By Grantee:**

Not Blocked

**National Objective:**

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

**Activity Status:**

Under Way

**Project Title:**

NSP Planning and Administration

**Projected End Date:**

09/30/2018

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 710,293.00

**Most Impacted and Distressed Budget:** \$ 0.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 710,293.00

**Benefit Report Type:**

NA

**Activity is being carried out by Grantee:**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Jacksonville

**Proposed budgets for organizations carrying out Activity:**

**Responsible Organization**

City of Jacksonville

**Organization Type**

Local Government

**Proposed Budget**

\$ 710,293.00

**Location Description:**



This activity will be carried out in and on behalf of the target area as defined in this plan.

**Activity Description:**

Administrative activities associated with the implementation and management of the Neighborhood Stabilization Program 3. In addition, this activity will capture planning and pre-award costs.

**Environmental Assessment:** EXEMPT

**Environmental Reviews:** None

**Project # / Title: NSP302 / Single Family Acquisition, Rehabilitation, Resale**

**Grantee Activity Number:** HNHS1A3HPARS  
**Activity Title:** Acq/Rehab/Resale of Foreclosed Single Family Units

**Activity Type:**  
Rehabilitation/reconstruction of residential structures

**Project Number:**  
NSP302

**Projected Start Date:**  
03/31/2011

**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:**  
Single Family Acquisition, Rehabilitation,  
**Projected End Date:**  
09/30/2018

**Project Draw Block Date by HUD:**  
  
**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 2,275,000.00  
**Most Impacted and Distressed Budget:** \$ 0.00  
**Other Funds:** \$ 0.00  
**Total Funds:** \$ 2,275,000.00

**Benefit Report Type:**  
Direct (Households)

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# Renter Households	5		5	100.00

# Owner Households	25	25	100.00
# of Households	30	30	100.00
<b>Proposed Accomplishments</b>		<b>Total</b>	
# of Singlefamily Units		25	
# of Housing Units		25	
# of Properties		25	

**Activity is being carried out by Grantee:**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Jacksonville

**Proposed budgets for organizations carrying out Activity:**

<b>Responsible Organization</b>	<b>Organization Type</b>	<b>Proposed Budget</b>
City of Jacksonville	Local Government	\$ 2,275,000.00

**Location Description:**

This activity will be carried out in the target area as defined under the City's Substantial Amendment document.

**Activity Description:**

The developer will identify and purchase foreclosed homes from the REO listings of foreclosed properties in the target area. These units will be purchased for homeownership resale. Any necessary rehabilitation will be done to bring the unit to the City's NSP standards. Additionally, down payment assistance related to these units will also be available, depending upon the buyer's affordability requirements.

**Environmental Assessment:** COMPLETED

**Environmental Reviews:** None

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**Project # / Title: NSP303 / Multi-Family Acquisition and Rehabilitation (Rental)**

**Grantee Activity Number: HNHS1A3HPMF**

**Activity Title: Acquisition, Rehabilitation, Resale-Rental (50%)**

**Activity Type:**

**Activity Status:**



Rehabilitation/reconstruction of residential structures

Under Way

**Project Number:**

NSP303

**Project Title:**

Multi-Family Acquisition and Rehabilitation

**Projected Start Date:**

03/31/2011

**Projected End Date:**

09/30/2018

**Project Draw Block by HUD:**

Not Blocked

**Project Draw Block Date by HUD:**

**Activity Draw Block by HUD:**

Not Blocked

**Activity Draw Block Date by HUD:**

**Block Drawdown By Grantee:**

Not Blocked

**Total Budget:** \$ 2,202,644.00

**National Objective:**

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

**Most Impacted and Distressed Budget:** \$ 0.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 2,202,644.00

**Benefit Report Type:**

Direct (Households)

**Proposed Beneficiaries**

# Renter Households

	Total	Low	Mod	Low/Mod%
# Renter Households	45	35	10	100.00
# of Households	45	35	10	100.00

# of Households

**Proposed Accomplishments**

# of Multifamily Units

**Total**

45

# of Housing Units

45

# ELI Households (0-30% AMI)

**Activity is being carried out by Grantee:**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Jacksonville

**Proposed budgets for organizations carrying out Activity:**

**Responsible Organization**

City of Jacksonville

**Organization Type**

Local Government

**Proposed Budget**

\$ 2,202,643.00





**Location Description:**

This activity will be carried out in the target area as defined under the City's Substantial Amendment document.

**Activity Description:**

The developer(s) will identify and purchase eligible units in the target area. These units will be purchased and rehabilitated to be used as rental units.

**Environmental Assessment:** COMPLETED

**Environmental Reviews:** None

**Project # / Title: NSP304 / Demolition and Clearance**

**Grantee Activity Number:** HNHS1A3HPDC  
**Activity Title:** Demolition and Clearance

**Activity Type:**

Clearance and Demolition

**Project Number:**

NSP304

**Projected Start Date:**

03/31/2011

**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:**

Completed

**Project Title:**

Demolition and Clearance

**Projected End Date:**

04/01/2014

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 0.00

**Most Impacted and Distressed Budget:** \$ 0.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 0.00

**Benefit Report Type:**

Area Benefit (Census)

**Proposed Beneficiaries**

# of Persons

Total	Low	Mod	Low/Mod%
7836	4165	1797	76.08



**Proposed Accomplishments**

**Total**

# of Singlefamily Units

80

# of Housing Units

80

# of Properties

80

LMI%:

76.08

**Activity is being carried out by Grantee:**

**Activity is being carried out through:**

No

**Organization carrying out Activity:**

City of Jacksonville

**Proposed budgets for organizations carrying out Activity:**

**Responsible Organization**

**Organization Type**

**Proposed Budget**

City of Jacksonville

Local Government

\$ 0.00

**Location Description:**

This activity will be carried out in the target area as defined under the City's Substantial Amendment document.

**Activity Description:**

Eligibility will be determined based upon a recommendation from the City's Environmental and Compliance Department, Municipal Code Compliance Division or for properties in which the estimated rehabilitation cost exceeds 50% of the appraised value of the property.

**Environmental Assessment:** COMPLETED

**Environmental Reviews:** None

**Project # / Title:** NSP305 / Single Family Redevelopment and Resale (Home

**Grantee Activity Number:** HNHS1A3HPNCR

**Activity Title:** Redevelop/Resale of Residential Structures

**Activity Type:**

Rehabilitation/reconstruction of residential structures

**Activity Status:**

Under Way

**Project Number:**

NSP305

**Project Title:**

Single Family Redevelopment and Resale

**Projected Start Date:**

**Projected End Date:**



03/31/2011

**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

**Benefit Report Type:**

Direct (Households)

09/30/2018

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 1,915,000.00

**Most Impacted and Distressed Budget:** \$ 0.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 1,915,000.00

**Proposed Beneficiaries**

	<b>Total</b>	<b>Low</b>	<b>Mod</b>	<b>Low/Mod%</b>
# Renter Households	5		5	100.00
# Owner Households	15		15	100.00
# of Households	20		20	100.00

**Proposed Accomplishments**

	<b>Total</b>
# of Singlefamily Units	15
# of Multifamily Units	5
# of Housing Units	20
# of Properties	20

**Activity is being carried out by Grantee:**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Jacksonville

**Proposed budgets for organizations carrying out Activity:**

<b>Responsible Organization</b>	<b>Organization Type</b>	<b>Proposed Budget</b>
City of Jacksonville	Local Government	\$ 1,915,000.00

**Location Description:**

This activity will be carried out in the target area as defined under the City's Substantial Amendment document.

**Activity Description:**

Financing will be provided as a 0% deferred payment loan. Once construction has been completed, these homes will be made available to income-eligible households. For the homeownership portion of the activity, the housing partners will reimburse the City of Jacksonville an amount determined by the homeowner's affordability requirements upon conversion to permanent, primary mortgage financing. These reimbursements will constitute



program income under the program and will be recycled to eligible NSP activities. For the rental housing portion of the activity, financing may be provided as a 0% deferred payment loan, but cannot exceed 25% of total project costs. Additionally, downpayment assistance will be available to eligible buyers according to their affordability needs.

**Environmental Assessment:** COMPLETED

**Environmental Reviews:** None

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### Action Plan Comments:

- Reviewer - The City should roll up related activities into one rehab activity where applicable. LS 4/12/11
  
- Reviewer - Demo activity revised. Plan approved LS 5/2/11
  
- Reviewer - Action Plan Adjustment involved the change of staff contact information per the 4/10/12 email of Laura Stagner-Crities. Accordingly, Action Plan adjustment is approved. TT/ 4/10/12
  
- Reviewer - Action Plan modification was to move funds from demo to redevelopment to fully expend funds. LS
  
- Reviewer - Action Plan was submitted, but grantee said they made no changes.
  
- Reviewer - Please review flags and remove prior to next quarter. LS
  
- Reviewer - Extended dates on numerous activities to clear flags.

### Action Plan History

Version	Date
B-11-UN-12-0007 AP#1	05/02/2011
B-11-UN-12-0007 AP#2	04/10/2012
B-11-UN-12-0007 AP#3	06/20/2014
B-11-UN-12-0007 AP#4	04/28/2015
B-11-UN-12-0007 AP#5	10/27/2017
B-11-UN-12-0007 AP#6	01/23/2018

