

Action Plan

Grantee: Lake County, FL

Grant: B-11-UN-12-0008

LOCCS Authorized Amount:	\$ 3,199,585.00
Grant Award Amount:	\$ 3,199,585.00
Status:	Reviewed and Approved
Estimated PI/RL Funds:	\$ 3,832,948.28
Total Budget:	\$ 7,032,533.28

Funding Sources

Funding Source	Funding Type
NSP 3	Program Income

Narratives

Summary of Distribution and Uses of NSP Funds:

Lake County will implement the activities noted in the Neighborhood Stabilization Plan approved by the U.S. Department of Housing and Urban Development. These activities include: Planning and Administration, Purchase and Rehabilitation for homeownership and rental. The lead agency for administering the Neighborhood Stabilization Program is the Lake County Community Services Division (CSDH). Originally, the primary focus of the NSP 3 funding were to be used for single family acquisition and rehabilitation, or demolition and subsequent reconstruction to sell to eligible home buyers. However, after experiencing rapid changes in the housing market, our non-profits were unable to acquire properties for acquisition and resale. Additionally, CSDH became aware that Lake County would be experiencing a tremendous loss of affordable housing units that will expire in 2014. Therefore, based on the rapid changes in the market, the lack of ability of our non-profits to acquire properties and the apparent need for affordable rentals, Lake County changed it's effort to meet those families in need of affordable rental properties. CHSD plans to expend \$2,307,627 for rental projects with \$1,468,127 dedicated on rental for of the funding for households at or below 50% of Area Median Income and the remainder \$839,500 will be used for person at or below 120% MFI. This funding will be for acquisition of a 35 unit apartment complex, a 12 unit apartment complex, and 5 single family homes. In addition, funding has been set aside for \$572,000 for four single family home acquisition for resale to families at or below 120% MFI. A Request for Proposals was published in the spring of 2011 for nonprofit/for profit developers to respond with multi-family projects for rental that have been foreclosed upon in the target areas and utilizing other non-profit developers that can assist households to purchase single-family homes. Housing Partner Subrecipient Agreements of the individual multifamily projects will be approved by the BOCC after evaluation of the proposals. The properties will have a minimum 15-year deferred loan on all single family projects and a land use restrictive agreement noting the affordability provisions noted in the NSP Plan. For rental housing projects the County will require a 20-year mortgage lien and land use restrictive agreement defining the income targeting and affordability requirements. The County does not intend to pursue land banking.

How Fund Use Addresses Market Conditions:

In choosing the target for NSP3 4 main factors were considered; 1. Areas with the greatest concentration of low/moderate income persons, 2. Areas with the greatest need scores equal to or greater than the Florida neediest score of 17, 3. Estimated number of units required to impact the chosen areas; and 4. Funding available. By concentrating NSP3 funds in previously served areas, it is anticipated that stabilization impact and measurable outcomes will be increased by expanding the number of properties acquired, rehabilitated, and resold or rented. Twenty different neighborhoods were chosen for consideration based on various elements and HUD mapping data tools. These were assessed, in part using the NSP3 mapping tool for: HUD minimum need score; areas where target income buyers were interested in; areas small enough to have a significant impact yet large enough to have sufficient eligible and viable properties. Almost all of the twenty neighborhoods originally reviewed were also NSP1 areas. Market Analysis: HUD is providing the data above as a tool for both neighborhood targeting and to help inform the



strategy development. Some things we considered as the target areas were chosen are: 1. Persistent Unemployment. Is this an area with persistently high unemployment? Serious consideration should be given to a rental strategy rather than a home ownership strategy. 2. Home Value Change and Vacancy. Is this an area where foreclosures are largely due to a combination of falling home values, a recent spike in unemployment, and a relatively low vacancy rate? A down payment assistance program may be an effective strategy. 3. Persistently High Vacancy. Are there a high number of substandard vacant addresses in the target area of a community with persistently high unemployment? A demolition/land bank strategy with selected acquisition rehab for rental or lease-purchase might be considered. 4. Historically low vacancy that is now rising. A targeted strategy of acquisition for homeownership and rental to retain or regain neighborhood stability might be considered. 5. Historically high cost rental market. Does this market historically have very high rents with low vacancies? A strategy of acquiring properties and developing them as long-term affordable rental might be considered. As the market continued to change, there was an apparent lack of single-family foreclosure products in the affected areas. We have redesigned some of the areas for single family home buyer development but also have added an area for multifamily development. Those areas that did not produce the foreclosure product were either eliminated or adjusted in this process, four areas remain. The target neighborhoods were then ultimately decided through consensus from citizen input, staff & elected officials. Almost all of Lake County meets HUD's minimum need score. After a review of areas with the highest number of foreclosures and REO's narrowed the scope to four areas; Leesburg, Montclair/Carver Heights, Clermont/Groveland, and one area in Eustis. Realizing that the emphasis in the housing needs for the residents has changed from home buyer to rental housing, we needed to identify areas where multifamily projects were available. When searching for this area we considered housing needs, banking industry changes, transportation needs, and access to jobs and services. We also realize that people were still interested in buying homes, so we searched for smaller neighborhoods that might not be identified through the process above; we consulted our non-profits, local affordable housing officials, and real estate professionals. A summary of these four target areas along with proposed levels of assistance and goals is as follows: In reviewing NSP1 target areas where homes had already been purchased, the Mascotte/Groveland area has shown little to no foreclosure opportunities, so we replaced the designated area to include an expanded Clermont/Minneola area

Ensuring Continued Affordability:

Lake County will ensure long term affordability through the use of a Land Use Restriction Agreement (LURA) which will be recorded against the property. If an owner, who has been assisted through this program, transfers title to the property before the affordability period expires, the assistance provided by the County will be subject to recapture. The County will annually monitor rental developments that are assisted with NSP funds during the affordability period to ensure that the specified units are affordable and that the property(s) continue to meet minimum housing quality standards. Rental units created or developed through the use of NSP funds will have a minimum 20 year affordability period.

All properties receiving NSP funding for homeownership will be secured by a recorded mortgage or land use agreement on the property, in favor of the County. When a Housing Partner sells a property to an eligible homebuyer, a portion of the mortgage may be transferred to the applicant in form of down payment and/or closing cost assistance.

For homeownership assistance the County will follow the affordability period defined through the HOME program standards at 24 CFR 92.254, which establishes the minimum affordability period as listed below:

- Up to \$15,000 = 5 Years
- \$15,000-\$40,000 = 10 Years
- Over \$40,000 = 15 Years

Definition of Blighted Structure:

The Lake County Code of Ordinance (Chapter 6-22) defines unsafe buildings using the International Property Maintenance Code. For the purpose of the NSP, Lake County will utilize this as the definition of "blighted structure".

Definition of Affordable Rents:

The maximum affordable rents shall not exceed the HOME program limits as published annually by the US Department of Housing and Urban Development for the Orlando-Kissimmee-Sanford MSA.

Housing Rehabilitation/New Construction Standards:

The Lake County Housing Division will utilize the Florida Department of Community Affairs Building Code for all NSP assisted activities. In addition, Lake County will implement energy savings measures when the activity is financially feasible.

- All gut rehabilitation or new construction (i.e., general replacement of the interior of a building that may or may not include changes to structural elements such as flooring systems, columns or load bearing interior or exterior walls) of residential buildings up to three stories must be designed to meet the standard for Energy Star Qualified New Homes.

- All gut rehabilitation or new construction of mid- or high-rise multifamily housing must be designed to meet American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Standard 90.1-2004, Appendix G plus 20 percent (which is the Energy Star standard for multifamily buildings piloted by the Environmental Protection Agency and the Department of Energy).



- Other rehabilitation must meet these standards to the extent applicable to the rehabilitation work undertaken, e.g., replace older obsolete products and appliances (such as windows, doors, lighting, hot water heaters, furnaces, boilers, air conditioning units, refrigerators, clothes washers and dishwashers) with Energy Star-46 labeled products.

- Water efficient toilets, showers, and faucets, such as those with WaterSense label, must be installed.

- Where relevant, the housing should be improved to mitigate the impact of disasters (e.g., earthquake, hurricane, flooding, fires).

Vicinity Hiring:

The jurisdiction certifies that it will, to the maximum extent feasible, provide for hiring of employees that reside in the vicinity of NSP 3 funded projects or contract with small businesses that are owned and operated by persons residing in the vicinity of NSP 3 projects.

Lake County will enforce Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992, which requires that recipients of financial assistance provided by the U.S. Department of Housing & Urban Development ("HUD"), including developers, owners, contractors and their subcontractors provide, "to the greatest extent feasible", training and employment opportunities for low income area residents and contract opportunities for the performance of work by local businesses owned by and/or employing low income residents.

Procedures for Preferences for Affordable Rental Dev.:

Lake County has identified affordable rental housing as a great need for the residents of Lake County and has therefore set aside at least 25% of the total NSP3 allotment to be utilized for affordable rental development.

Grantee Contact Information:

NSP3 Program Administrator Contact Information:

- Name (Last,First): Glass, Stephanie
- Email Address: sglass@lakecountyfl.gov
- Phone Number: 352-742-6519 Fax: 352-742-6535
- Mailing Address: P.O. Box 7800, Tavares, FL 32778
- Web Address: www.lakecountyfl.gov

Project Summary

Project #	Project Title	Grantee Activity #	Activity Title
1	Acquisitionand Rehab	1 A	Acquisition-LH Single Family
		1 B	LH 25 Multifamily
		2	Acquisition-LMMI
		2B	LMMI Multifamily
		3	Administration
2	Administration	<i>No activities in this project</i>	
9999	Restricted Balance	<i>No activities in this project</i>	



Activities

Project # / Title: 1 / Acquisitionand Rehab

Grantee Activity Number: 1 A
Activity Title: Acquisition-LH Single Family

Activity Type:
 Rehabilitation/reconstruction of residential structures

Project Number:
 1

Projected Start Date:
 03/01/2011

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:
 Completed

Project Title:
 Acquisitionand Rehab

Projected End Date:
 02/28/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 644,401.71

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 326,241.68

Total Funds: \$ 970,643.39

Benefit Report Type:
 Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	3	3		100.00
# Owner Households	5	5		100.00
# of Households	8	8		100.00

Proposed Accomplishments

	Total
# of Singlefamily Units	8
# of Housing Units	8
# of Substantially Rehabilitated Units	8
# ELI Households (0-30% AMI)	8
#Units with bus/rail access	3
#Low flow showerheads	8
#Low flow toilets	8
#Dishwashers replaced	8
#Clothes washers replaced	8
#Refrigerators replaced	8



#Light fixtures (outdoors) replaced	8
#Light Fixtures (indoors) replaced	8
#Replaced hot water heaters	8
#Replaced thermostats	8
#Efficient AC added/replaced	8
#Energy Star Replacement Windows	8
# of Properties	8

Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Lake County BOCC

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Lake County BOCC	Local Government	\$ 644,401.71
Funding Source Name	Matching Funds	Funding Amount
NSP 3	No	\$ 326,241.68

Location Description:

This activity will be carried out in the target areas as referenced in the attached maps identifying areas of greatest need. After analysis within the target area, specific properties will be evaluated. Factors may include elements such as block location, amount of rehab needed, and other criteria affecting costs.

Activity Description:

Lake County's Housing Division plans to use a minimum of \$339,897 for rental housing preference to meet the 25% set aside of low-income housing to purchase and rehab 3 single family homes (rental). Market conditions indicate that there are many more foreclosed properties available than can be purchased with NSP funding. This activity is expected to benefit 3 low-income families for access to affordable rental. The housing market conditions in the areas identified for rental have long been disinvested and have decayed even more dramatically during the decline in the housing market. According to the Shimberg Center, there is a great need for decent, affordable housing in this area. Over 40% of persons living in this area are paying as much as 50% of their gross income for housing. Many of the housing units are in substandard condition and this activity will increase the quality of living through providing decent, affordable housing. Many of the homes owned in the area are in disrepair coupled with absentee landlords. We are working with non-partner agencies that will develop these properties and provide supportive services to assist the families to increase their quality of living.

The jurisdiction certifies that it will, to the maximum extent feasible, provide for hiring of employees that reside in the vicinity of NSP 3 funded projects or contract with small businesses that are owned and operated by persons residing in the vicinity of NSP 3 projects.

Lake County will enforce Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992, requiring that recipients of financial assistance provided by the U.S. Department of Housing & Urban Development ("HUD"), including developers, owners, contractors and their subcontractors provide, "to the greatest extent feasible", training and employment opportunities for low income area residents and contract opportunities for the performance of work by local businesses owned by and/or employing low income residents.

The coordination of all activities will be carried out by the NSP staff. CSHD will manage the due diligence required for property acquisition and construction management. All NSP 3 requirements, 75 FR 64322, will be adhered to and relegated to the developers for program compliance.

CSHD will be responsible for the following items:

- Conducting the environmental review;
- Issuing the purchase orders for all acquisition and appraisal services;



- Inspection/assessment and clearance;
- Approving acquisition of selected properties;
- Approving all eligible expenses;
- Processing all payments to non-profit developers;
- Assisting the promotion of the properties for the Housing Partners;
- Monitoring the Housing Partners to ensure quality and procedures are adhered to;
- Finalized Client Income Eligibility of homeowners.

The Non-Profit Developers will be responsible for the following items:

- Requesting title services, surveys and lead-based paint inspections;
- Identifying the selected properties within the designated areas;
- Managing the work contracts between developer and the County's qualified list of contractors;
- Bidding the work, inspecting the project work and issuing payments to cgt;
- Assisting in the promotion of the properties;
- Initial Client Income Eligibility;
- Assisting/Identifying clients that can gain financing for home purchases.

CSHD will subscribe annually to an annual subscription that provides information on foreclosed properties to aid in the support of property identification by the developer. The developer's staff will research the target areas for foreclosed properties, conduct a site visit to confirm vacancy, and document the judicial foreclosure of each property.

The Code Enforcement Department has a registry of distressed properties that is shared with CSHD, and the NSP developers will review and research target area properties on this list to find which are in lis pendens and any that are foreclosed. CSHD will track the properties in lis pendens as potential foreclosures in the target areas. Our partner agencies will also work with REO specialists to identify properties in the targeted areas. Developers will inspect the property once access is allowed and contract to purchase if property meets the standards. The Developer will forward all received initial appraisals to the CSHD Review Appraiser for concurrence of value before any offer to purchase is made. The CSHD staff will evaluate the documentation prior to approving the purchase based on factors such as cost to rehabilitate/rebuild, value with the required discount, and the environmental conditions of the site/area. The developer will notify the property owner (bank) of the value of the property based on the cost estimates. After acquisition, the developer must complete a work write up and cost estimate and then complete the environmental unspecified sites review. CSHD will issue purchase orders to the vendors on contract for the appraisal, title search, property survey and lead paint inspection/assessment, when applicable.

After the property is purchased, the Housing Partner will work with the CSHD construction inspector to ensure bidding of work is performed according to all NSP 3 requirements, 75 FR 64322 and will manage the construction process with pre-construction meetings, walkthroughs, inspection of work, and progress payments. CSHD staff and the County's Public Information Department will work with the Housing Partner to assist the developer to market the properties to eligible homebuyers.

The developer will be responsible for the ownership and management of the properties. This includes maintaining, securing and insuring the properties. They will work with the CSHD staff on the rehabilitation/demolition/rebuilding of the properties. They will also income qualify potential homebuyers and ensure the buyer receives eight (8) hours of one-on-one counseling. For multifamily projects, the developer will work with the selected property management consultant (or if the developer has the capacity to conduct this action in house) to rent the property to eligible households. In the case of the single family rentals, the developer will provide lease purchase options for the eligible household to acquire the homes for homeownership. The developer will initiate marketing plans after the initial closing with the lender and promote the properties at the county sponsored housing fair and listing the properties on the CSHD county website.

The County will allow for and pay for development fees that are fair and reasonable as part of the acquisition and rehabilitation process. Development fees and other soft/project related costs associated with the acquisition and rehab shall be considered "Project Delivery" cost and will be charged to the individual projects assisted.

Lake County will ensure long term affordability through the use of a Land Use Restriction Agreement (LURA) which will be recorded against the property. If an owner, who has been assisted through this program, transfers title to the property before the affordability period expires, the assistance provided by the County will be subject to recapture. The County will annually monitor rental developments that are assisted with NSP funds during the affordability period to ensure that the specified units are affordable and that the property(s) continue to meet minimum housing quality standards. Rental units created or developed through the use of NSP funds will have a minimum 20 year affordability period.

All properties receiving NSP funding for homeownership will be secured by a recorded mortgage or land use agreement on the property, in favor of the County. When a Housing Partner sells a property to an eligible homebuyer, a portion of the mortgage may be transferred to the applicants in the form of down payment and/or closing cost assistance.

For homeownership assistance the County will follow the affordability period defined through the HOME program standards at 24 CFR 92.254, which establishes the minimum affordability period as listed below:

- Up to \$15,000 = 5 Years
- \$15,000-\$40,000 = 10 Years
- Over \$40,000 = 15 Years

Environmental Assessment: COMPLETED

Environmental Reviews: None



Grantee Activity Number: 1 B
Activity Title: LH 25 Multifamily

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

1

Projected Start Date:

06/30/2011

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:

Completed

Project Title:

Acquisition and Rehab

Projected End Date:

02/28/2013

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 1,222,659.89

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 1,222,659.89

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	30	30		100.00
# of Households	30	30		100.00

Proposed Accomplishments

	Total
# of Multifamily Units	30
# of Housing Units	30
# of Substantially Rehabilitated Units	30
# ELI Households (0-30% AMI)	30
#Units with bus/rail access	18
#Low flow showerheads	30
#Low flow toilets	30
#Dishwashers replaced	30
#Clothes washers replaced	30
#Refrigerators replaced	30
#Light fixtures (outdoors) replaced	30
#Light Fixtures (indoors) replaced	30
#Replaced hot water heaters	30
#Replaced thermostats	30
#Efficient AC added/replaced	30
#Energy Star Replacement Windows	30



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Lake County BOCC

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Lake County BOCC	Local Government	\$ 1,222,659.89

Location Description:

This activity will be carried out in the target areas as referenced in the attached maps identifying areas of greatest need. After analysis within the target area, specific properties will be evaluated. Factors may include elements such as block location, amount of rehab needed, and other criteria affecting costs.

Activity Description:

Lake County’s Housing Division plans to use a minimum of \$460,000 for rental housing preference meet the 25% Set aside of low-income housing to purchase and rehab a 8-12 Unit apartment complex (Rental) of foreclosed units in areas of greatest need for rental to households at or below 50% of AMI. Market conditions indicate that there are many more foreclosed properties available than can be purchased with NSP funding. This activity is expected to benefit 8-12 low-income families for access to affordable rental. The housing market conditions in the areas identified for rental have long been disinvested and have decayed even more dramatically during the decline in the housing market. According to the Shimberg Center, there is a great need for decent, affordable housing in this area. Over 40% of persons living in this area are paying greater than 30% of their gross income for housing with some paying as much as 50% of their gross income for housing. Many of the housing are in substandard condition and this activity will increase the quality of living through providing decent, affordable housing. Many of the homes owned in the area are in disrepair coupled with absentee landlords. We are working with non-partner agencies that will develop these properties and provide supportive services to assist the families to increase their quality of living.

Environmental Assessment: COMPLETED

Environmental Reviews: None



Grantee Activity Number: 2
Activity Title: Acquisition-LMMI

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

1

Projected Start Date:

03/01/2011

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:

Acquisitionand Rehab

Projected End Date:

02/28/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 449,668.75

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 307,121.68

Total Funds: \$ 756,790.43

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Owner Households	4	4		100.00
# of Households	4	4		100.00

Proposed Accomplishments

	Total
# of Singlefamily Units	4
# of Housing Units	4
# of Substantially Rehabilitated Units	4
#Low flow showerheads	4
#Low flow toilets	4
#Dishwashers replaced	4
#Clothes washers replaced	4
#Refrigerators replaced	4
#Light fixtures (outdoors) replaced	4
#Light Fixtures (indoors) replaced	4
#Replaced hot water heaters	4
#Replaced thermostats	4
#Efficient AC added/replaced	4
#Energy Star Replacement Windows	4
# of Properties	4



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Lake County BOCC

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Lake County BOCC	Local Government	\$ 449,668.75
Funding Source Name	Matching Funds	Funding Amount
NSP 3	Yes	\$ 307,121.68

Location Description:

This activity will be carried out in the target areas as referenced in the attached maps identifying areas of greatest need. After analysis within the target area, specific properties will be evaluated. Factors may include elements such as block location, amount of rehab needed, and other criteria affecting costs.

Activity Description:

Lake County Housing Division plans to purchase 4 single family homes in the areas of greatest need for resale to households up to 120% AMI. Market conditions dictate that there are many more foreclosed properties available that can be purchased with NSP funding.

The coordination of all activities will be carried out by the NSP staff. CSHD will manage the due diligence required for property acquisition and construction management. All NSP 3 requirements, 75 FR 64322, will be adhered to and relegated to the developers for program compliance.

CSHD will be responsible for the following items:

- Conducting the environmental review;
- Issuing the purchase orders for all acquisition and appraisal services;
- Inspection/assessment and clearance;
- Approving acquisition of selected properties;
- Approving all eligible expenses;
- Processing all payments to non-profit developers;
- Assisting the promotion of the properties for the Housing Partners;
- Monitoring the Housing Partners to ensure quality and procedures are adhered to;
- Finalized Client Income Eligibility of homeowners.

The Non-Profit Developers will be responsible for the following items:

- Requesting title services, surveys and lead-based paint inspections;
- Identifying the selected properties within the designated areas;
- Managing the work contracts between Developer and the County's qualified list of contractors;
- Bidding the work, inspecting the project work and issuing payments to the contractors;
- Assisting in the promotion of the properties;
- Initial Client Income Eligibility;
- Assisting/Identifying client that can gain financing for home purchases.

CSHD will subscribe annually to an annual subscription that provides information on foreclosed properties to aid in the support of property identification by the developer. The developer's staff will research the target areas for foreclosed properties, conduct a site visit to confirm vacancy, and document the judicial foreclosure of each property.

The Code Enforcement Department has a registry of distressed properties that is shared with CSHD, and the NSP developers will review and research target area properties on this list to find which are in lis pendens and any that are foreclosed. CSHD will track the properties in lis pendens as potential foreclosures in the target areas. Our partner agencies will also work with REO specialists to identify properties in the targeted areas. Developers will inspect the property once access is allowed and contract to purchase if property meets the standards. The Developer will forward all received initial appraisals to the CSHD Review Appraiser for concurrence of value before any offer to purchase is made. The CSHD staff will evaluate the documentation prior to approving the purchase based on factors such as cost to rehabilitate/rebuild, value with the required discount, and the environmental conditions of the site/area. The developer will notify the property owner (bank) of the value of the property based on the cost estimates. After acquisition, the developer must complete a work write up and cost estimate and then complete the



environmental unspecified sites review. CSHD will issue purchase orders to the vendors on contract for the appraisal, title search, portion/assessment, when applicable.

After the property is purchased, the Housing Partner will work with the CSHD construction inspector to ensure bidding of work is performed according to all NSP 3 requirements, 75 FR 64322 and will manage the construction process with pre-construction meetings, walkthroughs, inspection of work, and progress payments. CSHD staff and the County's Public Information Department will work with the Housing Partner to assist the developer to market the properties to eligible homebuyers.

The developer will be responsible for the ownership and management of the properties. This includes maintaining, securing and insuring the properties. They will work with the CSHD staff on the rehabilitation/demolition/rebuilding of the properties. They will also income qualify potential homebuyers and ensure the buyer receives eight (8) hours of one-on-one counseling. For multifamily projects, the developer will work with the selected property management consultant (or if the developer has the capacity to conduct this action in house) to rent the property to eligible households. In the case of the single family rentals, the developer will provide lease purchase options for the eligible household to acquire the homes for homeownership. The developer will initiate marketing plans after the initial closing with the lender and promote the properties at the county sponsored housing fair and listing the properties on the CSHD county website.

The County will allow for and pay for development fees that are fair and reasonable as part of the acquisition and rehabilitation process. Development fees and other soft/project related costs associated with the acquisition and rehab shall be considered "Project Delivery" cost and will be charged to the individual projects assisted.

Lake County will ensure long term affordability through the use of a Land Use Restriction Agreement (LURA) which will be recorded against the property. If an owner, who has been assisted through this program, transfers title to the property before the affordability period expires, the assistance provided by the County will be subject to recapture. The County will annually monitor rental developments that are assisted with NSP funds during the affordability period to ensure that the specified units are affordable and that the property(s) continue to meet minimum housing quality standards. Rental units created or developed through the use of NSP funds will have a minimum 20 year affordability period.

All properties receiving NSP funding for homeownership will be secured by a recorded mortgage or land use agreement on the property, in favor of the County. When a Housing Partner sells a property to an eligible homebuyer, a portion of the mortgage may be transferred to the applicants in the form of down payments and /or closing cost assistance.

For homeownership assistance the County will follow the affordability period defined through the HOME program standards at 24 CFR 92.254, which establishes the minimum affordability period as listed below:

- Up to \$15,000 = 5 Years
- \$15,000-\$40,000 = 10 Years
- Over \$40,000 = 15 Years

This activity is expected to benefit 17 LMMI families for access to affordable homeownership. The housing market conditions in the areas identified for homeownership are located in modestly priced areas that continue to have an active market. According to the Shimberg Center, the housing data supports a tremendous loss in homeownership for the areas identified. Many of the homes have been abandoned and in spite of activity in the real estate market, the neighborhoods will continue to decline without the assistance of this program. Without these funds, these middle class neighborhoods and homeowners who are desperately working to maintain their homes will continue to experience a loss in home value and further decline in the housing market.

Many of the houses are in poor condition due to the length of time the homes have been unoccupied and this activity will increase the quality of living through providing a stabilizing force in the neighborhoods, reducing crime and code enforcement activities caused by abandonment of properties. We are working with non-partner agencies that have a long history of developing affordable homeownership opportunities and understand the specific challenges of serving this clientele.

The jurisdiction certifies that it will, to the maximum extent feasible, provide for hiring of employees that reside in the vicinity of NSP3 funded projects or contract with small businesses that are owned and operated by persons residing in the vicinity of NSP3 projects.

Lake County will enforce Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992, requiring that recipients of financial assistance provided by the U.S. Department of Housing & Urban Development ("HUD"), including developers, owners, contractors and their subcontractors provide, "to the greatest extent feasible", training and employment opportunities for low income area residents and contract opportunities for the performance of work by local businesses owned by and/or employing low income residents.

Environmental Assessment: COMPLETED

Environmental Reviews: None





Grantee Activity Number: 2B
Activity Title: LMMI Multifamily

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

1

Projected Start Date:

01/01/2013

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:

Acquisition and Rehab

Projected End Date:

03/09/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 914,173.17

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 914,173.17

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	17		17	100.00
# of Households	17		17	100.00

Proposed Accomplishments

	Total
# of Multifamily Units	17
# of Housing Units	17
# of Substantially Rehabilitated Units	17
#Units with bus/rail access	17
#Low flow showerheads	17
#Low flow toilets	17
#Dishwashers replaced	17
#Clothes washers replaced	17
#Refrigerators replaced	17
#Light fixtures (outdoors) replaced	17
#Light Fixtures (indoors) replaced	17
#Replaced hot water heaters	17
#Replaced thermostats	17
#Efficient AC added/replaced	17
#Energy Star Replacement Windows	17
# of Properties	1



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Lake County BOCC

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Lake County BOCC	Local Government	\$ 914,173.17

Location Description:

The property is located in a qualified vicinity close to shopping and bus routes so that residents can navigate easily to shopping, medical facilities and jobs.

Activity Description:

Acquisition and rehab of one multifamily facility for LMMI clients. 17 of 35 units will be for moderate income.

Environmental Assessment: COMPLETED

Environmental Reviews: None



Grantee Activity Number: 3
Activity Title: Administration

Activity Type:

Administration

Project Number:

1

Projected Start Date:

03/01/2011

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:

Completed

Project Title:

Acquisition and Rehab

Projected End Date:

02/28/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 378,862.38

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 58,904.38

Total Funds: \$ 437,766.76

Benefit Report Type:

NA

Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Lake County BOCC

Proposed budgets for organizations carrying out Activity:

Responsible Organization

Lake County BOCC

Organization Type

Local Government

Proposed Budget

\$ 378,862.38

Funding Source Name

NSP 3

Matching Funds

Yes

Funding Amount

\$ 58,904.38

Location Description:

(Area or possible areas of greatest need where activity is being undertaken)

Activity Description:

NSP funds will be used to pay reasonable program administration costs related to the planning and execution of



the activities listed above. This includes costs related to staffing for overall program management, coordination, monitoring, reporting, and direct and indirect charges.

Environmental Assessment: EXEMPT

Environmental Reviews: None

Action Plan Comments:

- Reviewer - 4/11/11: AP rejected because all activities were set up under "Project #9999, Restricted Balance". LH25 acquisition of multi-family complex should be split into a separate activity per review checklist. Also, "Total Funds Amount" for each activity is incorrect.
- Reviewer - 4/12/12: AP rejected because Projects and Activities are set up incorrectly.
- Reviewer - 4/18/11: AP approved
- Reviewer - Target area information updated to reflect approved substantial amendment. sk 7/16/12
Budget modifications made. sk 7/16/12
- Reviewer - Budget items need to be corrected and target areas included. sk 2/1/13
- Reviewer - Changes made to reflect substantial amendment dated 1/15/13 which includes expansion of target areas (Clermont Groveland Mascotte Minneola, Montclair Carver Heights, Habitat Eustis, and Bentley Road) Approved budget changes included moving \$668,230 from Acquisition Rehab LMMI activities to Acquisition Rehab LH 25 activities. Overall budget modifications include setaside for LH25 activities to \$1,468,127 and LMMI activities to \$1,411,500. sk 2/8/13
- Reviewer - Action Plan modifications approved for minor budget adjustments. LS 3/21/14
- Reviewer - The action plan was modified to adjust budgets; however, not all the funds have been budgetted. The plan is being approved in order to give the grantee the ability to submit the QPR. Lake County is directed to review their activity budgets and increase the applicable activities to budget all the program funds and program income. LS
- Reviewer - Modification for closeout under guidance from HUD TA Provider
- Reviewer - Grantee is advised to work on removing flags.

Action Plan History

Version

B-11-UN-12-0008 AP#1

Date

04/18/2011



B-11-UN-12-0008 AP#2	07/16/2012
B-11-UN-12-0008 AP#3	02/05/2013
B-11-UN-12-0008 AP#4	03/21/2014
B-11-UN-12-0008 AP#5	04/30/2014
B-11-UN-12-0008 AP#6	06/20/2014
B-11-UN-12-0008 AP#7	05/02/2018
B-11-UN-12-0008 AP#8	07/06/2018
B-11-UN-12-0008 AP#9	03/28/2019

