

# Action Plan

**Grantee: Margate, FL**

**Grant: B-11-MN-12-0015**

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<b>LOCCS Authorized Amount:</b>	\$ 1,148,877.00
<b>Grant Award Amount:</b>	\$ 1,148,877.00
<b>Status:</b>	Reviewed and Approved
<b>Estimated PI/RL Funds:</b>	\$ 1,200,000.00
<b>Total Budget:</b>	\$ 2,348,877.00

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## Funding Sources

**No Funding Sources Found**

## Narratives

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

01 Homeownership Assistance to low- and moderate-income\$0  
02Acquisition - general\$287,219.00  
03Rehabilitation/reconstruction of residential structures \$0  
04Administration\$114,885.00  
05Acquisition/Rehabilitation LMMI  
Total\$1,148,877.00

ACTIVITIES 01 AND 03 WERE DELETED AND A NEW ACTIVITY 05 WAS ADDED. ACTIVITY 05 IS ACQUISITION AND REHABILITATION LMMI WITH A FUNDING TOTAL OF \$746,773. THESE CHANGES WERE MADE AFTER THE REQUIRED 15 PUBLIC NOTICE/COMMENT PERIOD. THE CHANGES WERE ADOPTED BY RESOLUTION

### How Fund Use Addresses Market Conditions:

The purpose of the acquisition rehabilitation activities is to purchase foreclosed homes that have been on the market with little hope of being purchased due to the condition of the dwelling. Repairs will be made to ensure safe and decent housing, and eliminate any instances of substandard housing which is needed in properties that are foreclosed or delinquent. It is also intended to preserve the City's affordable housing stock and improve neighborhood conditions.

### Ensuring Continued Affordability:

The City will maintain affordability of NSP assisted housing by adopting minimum HOME standards. The following table displays the minimum standards to be utilized by the City. Homeownership assistance amount per unit City of Margate NSP Affordability Period

Under \$15,000 15 years  
\$15,000 to \$40,000 15 years  
Over \$40,000 15 years



Recapture provisions involves the City receiving 100% of the NSP funding on an assisted unit or a portion of it should that housing unit cease to be 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 City and the household.

### Definition of Blighted Structure:

Ordinance No. 1500.470, Appendix A (Zoning Code), Article XXIII: The "Property Maintenance Code" states the following:  
A blighting influence on the surrounding neighborhood in violation of this article exists when a deficiency or combination of deficiencies represents more than twenty-five (25) percent of the area on any wall, exterior premises, structure, roof or paved surface as viewed from any single vantage point off the property.

### Definition of Affordable Rents:

N/A

### Housing Rehabilitation/New Construction Standards:

The City of Margate will use adopted rehabilitation standards to guide all work specifications written for NSP rehabilitated properties. The City's rehabilitation standards to the extent feasible incorporate "green" rehabilitation techniques to the areas addressed in the City's residential rehabilitation standards document.

The areas addressed include:

1. Exterior Surface
2. Foundations and Structures
3. Windows and Doors
4. Roofing
5. Insulation and Ventilation
6. Interior Standards (including Lead and Asbestos Compliance)
7. Electrical
8. Plumbing, HVAC and other major mechanical systems.

The City's residential rehabilitation standards comply with all applicable state and local building codes and Federal regulations that govern the CDBG/NSP Program.

### Vicinity Hiring:

To the maximum extent possible, the City will utilize Section 3 guidelines to hire people/businesses from the local vicinity to carry out any aspect of this activity should the need arise for additional employees or contractors.

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

NA

### Grantee Contact Information:

City of Margate  
5790 Margate Blvd.  
Margate, FL 33063  
Grants Manager  
5790 Margate Blvd.  
Margate, FL 33063

Phone: 954-935-5331

Fax: 954-935-5304

Email: [kliakos@margatefl.com](mailto:kliakos@margatefl.com)

## Project Summary

Project #	Project Title	Grantee Activity #	Activity Title
03-02	Acquisition, Rehabilitation &	02	Acquisition & Rehabilitation Low Income Set Aside
03-04	Administration	04	Administration
03-05	Acquisition and Rehabilitation	05	Acquisition and Rehabilitation LMMI
03-06	Program Income	06	Administration



		07	Acquisition and Rehabilitation LMMI
		08	Acquisition & Rehabilitation Low Income Set Aside
9999	Restricted Balance		<i>No activities in this project</i>



# Activities

**Project # / 03-02 / Acquisition, Rehabilitation & Resale - 25% Set Aside**

**Grantee Activity Number: 02**  
**Activity Title: Acquisition & Rehabilitation Low Income Set Aside**

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

**Project Number:**  
 03-02

**Projected Start Date:**  
 06/01/2011

**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.

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

**Activity Status:**  
 Under Way

**Project Title:**  
 Acquisition, Rehabilitation & Resale - 25%

**Projected End Date:**  
 09/30/2012

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 287,219.00

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

**Other Funds:** \$ 0.00

**Total Funds:** \$ 287,219.00

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# Owner Households	2	2		100.00
# of Households	2	2		100.00

Proposed Accomplishments	Total
# of Singlefamily Units	2
# of Multifamily Units	
# of Housing Units	2
# of Properties	2



**Activity is being carried out by**

No

**Activity is being carried out through:****Organization carrying out Activity:**

City of Margate

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

Responsible Organization	Organization Type	Proposed Budget
City of Margate	Unknown	\$ 287,219.00

**Location Description:**

The City's NSP3 target area is bordered by West Sample Road on the North, The City's NSP3 target area is bordered by West Sample Road on the North, North State Road 7 on the East, NW 60th Terrace on the West, and SW 1st Street on the South.

**Activity Description:**

The City will acquire NSP eligible properties(those that have been foreclosed or abandoned), rehabilitates them, and then resells them to eligible NSP LI 25% buyers participating in the program. The City will focus its attention on those properties that are difficult to purchase due to extensive repairs, code violations, etc. The intent is to rehabilitate them, remove signs of blight and then put them on the market. All properties will be purchased according to program guidelines, including the minimum discount requirement and after Environmental Reviews have been completed.

**Environmental Assessment:** COMPLETED**Environmental** None**Project # / 03-04 / Administration**

**Grantee Activity Number:** 04  
**Activity Title:** Administration

**Activity Type:**

Administration

**Activity Status:**

Planned

**Project Number:**

03-04

**Project Title:**

Administration

**Projected Start Date:**

06/01/2012

**Projected End Date:**

09/30/2012

**Project Draw Block by HUD:**

Not Blocked

**Project Draw Block Date by HUD:**

**Activity Draw Block by HUD:**

Not Blocked

**Block Drawdown By Grantee:**

Not Blocked

**National Objective:**

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

**Benefit Report Type:**

NA

**Activity Draw Block Date by HUD:**

<b>Total Budget:</b>	\$ 114,885.00
<b>Most Impacted and Distressed Budget:</b>	\$ 0.00
<b>Other Funds:</b>	\$ 0.00
<b>Total Funds:</b>	\$ 114,885.00

**Activity is being carried out by**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Margate

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

Responsible Organization	Organization Type	Proposed Budget
City of Margate	Unknown	\$ 114,885.00

**Location Description:**

The City's NSP3 target area is bordered by West Sample Road on the North, North State Road 7 on the East, NW 60th Terrace on the West, and SW 1st Street on the South.

**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 24CFR section 570.206. NSP regulations provide a maximum of 10% of an NSP allocation to be utilized for planning and administrative costs related to overseeing the program, reporting and other general administrative activities.

**Environmental Assessment:** EXEMPT

**Environmental** None



**Project # / 03-05 / Acquisition and Rehabilitation LMMI**

**Grantee Activity Number: 05**  
**Activity Title: Acquisition and Rehabilitation LMMI**

**Activity Type:**  
 Acquisition - general

**Project Number:**  
 03-05

**Projected Start Date:**  
 04/01/2012

**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:**  
 NA

**Activity Status:**  
 Under Way

**Project Title:**  
 Acquisition and Rehabilitation LMMI

**Projected End Date:**  
 04/30/2013

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 746,773.00  
**Most Impacted and Distressed Budget:** \$ 0.00  
**Other Funds:** \$ 0.00  
**Total Funds:** \$ 746,773.00

<b>Proposed Beneficiaries</b>	<b>Total</b>	<b>Low</b>	<b>Mod</b>	<b>Low/Mod%</b>
# of Permanent Jobs Created				0.0
<b>Proposed Accomplishments</b>				
# of Singlefamily Units	4			
# of Multifamily Units				
# of Housing Units	4			
Total acquisition compensation to owners				
# of Parcels acquired voluntarily	4			
# of Parcels acquired by admin settlement				
# of Parcels acquired by condemnation				
# of buildings (non-residential)				
# of Properties	4			



**Activity is being carried out by**

Yes

**Activity is being carried out through:**

Grantee Employees

**Organization carrying out Activity:**

City of Margate

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

City of Margate

**Organization Type**

Unknown

**Proposed Budget**

\$ 746,773.00

**Location Description:**

NSP target area and City-wide

**Activity Description:**

The City will acquire NSP eligible properties(those that have been foreclosed or abandoned), rehabilitates them, and then resells them to eligible LMMI buyers participating in the program. The City will focus its attention on those properties that are difficult to purchase due to extensive repairs, code violations, etc. The intent is to rehabilitate them, remove signs of blight and then put them on the market. All properties will be purchased according to program guidelines, including the minimum discount requirement and after Environmental Reviews have been completed. THIS ACTIVITY WAS ADDED AND ACTIVITY 1 &3 WERE REMOVED. THIS WAS DONE BY ADOPTION OF RESOLUTION 12-074 DATED 3/7/12. THE CHANGES WERE ADVERTISTED BY PUBLIC NOTICE IN THE SUN-SENTINAL 2/12/12. THE MANDATORY 15 DAY COMMENT PERIOD WAS OBSERVED AND NO COMMENTS WERE RECEIVED. THE AMENDMENT WAS MADE TO ACCOMODATE THE CHANGING MARKET.

**Environmental Assessment:** COMPLETED**Environmental** None**Project # / 03-06 / Program Income**

**Grantee Activity Number:** 06  
**Activity Title:** Administration

**Activity Type:**

Administration

**Activity Status:**

Under Way

**Project Number:**

03-06

**Project Title:**

Program Income

**Projected Start Date:**

05/01/2012

**Projected End Date:**

05/01/2014

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

<b>Total Budget:</b>	\$ 50,000.00
<b>Most Impacted and Distressed Budget:</b>	\$ 0.00
<b>Other Funds:</b>	\$ 0.00
<b>Total Funds:</b>	\$ 50,000.00

**Benefit Report Type:**

NA

**Activity is being carried out by**

Yes

**Activity is being carried out through:**

Grantee Employees

**Organization carrying out Activity:**

City of Margate

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

**Responsible Organization**

City of Margate

**Organization Type**

Unknown

**Proposed Budget**

\$ 50,000.00

**Location Description:**

5790 Margate Boulevard

**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 24CFR section 570.206. NSP regulations provide a maximum of 10% of an NSP allocation to be utilized for planning and administrative costs related to overseeing the program, reporting and other general administrative activities.

**Environmental Assessment:** EXEMPT

**Environmental** None





**Grantee Activity Number: 07**  
**Activity Title: Acquisition and Rehabilitation LMMI**

**Activity Type:**  
 Acquisition - general

**Project Number:**  
 03-06

**Projected Start Date:**  
 05/01/2012

**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)

**Activity Status:**  
 Under Way

**Project Title:**  
 Program Income

**Projected End Date:**  
 05/01/2014

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 700,000.00

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

**Other Funds:** \$ 0.00

**Total Funds:** \$ 700,000.00

**Proposed Beneficiaries**

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

**Proposed Accomplishments**

	Total
# of Singlefamily Units	4
# of Housing Units	4
# of Parcels acquired voluntarily	4
# of Properties	4

**Activity is being carried out by**  
 Yes

**Activity is being carried out through:**  
 Grantee Employees and Contractors

**Organization carrying out Activity:**  
 City of Margate

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

Responsible Organization	Organization Type	Proposed Budget
City of Margate	Unknown	\$ 700,000.00



**Location Description:**

**Activity Description:**

The City will acquire NSP eligible properties(those that have been foreclosed or abandoned), rehabilitates them, and then resells them to eligible LMML buyers participating in the program. The City will focus its attention on those properties that are difficult to purchase due to extensive repairs, code violations, etc. The intent is to rehabilitate them, remove signs of blight and then put them on the market. All properties will be purchased according to program guidelines, including the minimum discount requirement and after Environmental Reviews have been completed.

**Environmental Assessment:**            COMPLETED

**Environmental**                            None



**Grantee Activity Number: 08**  
**Activity Title: Acquisition & Rehabilitation Low Income Set Aside**

**Activity Type:**  
 Rehabilitation/reconstruction of residential structures  
**Project Number:**  
 03-06  
**Projected Start Date:**  
 05/01/2012

**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.

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

**Activity Status:**  
 Under Way  
**Project Title:**  
 Program Income  
**Projected End Date:**  
 05/01/2014  
**Project Draw Block Date by HUD:**  
  
**Activity Draw Block Date by HUD:**  
  
**Total Budget:** \$ 450,000.00  
**Most Impacted and Distressed Budget:** \$ 0.00  
**Other Funds:** \$ 0.00  
**Total Funds:** \$ 450,000.00

**Proposed Beneficiaries**

	Total	Low	Mod	Low/Mod%
# Owner Households	2			0.00
# of Households	2			0.00

**Proposed Accomplishments**

	Total
# of Singlefamily Units	2
# of Housing Units	2
#Sites re-used	2
#Units exceeding Energy Star	2
#Low flow showerheads	2
#Low flow toilets	2
#Dishwashers replaced	2
#Clothes washers replaced	2
#Refrigerators replaced	2
#Light Fixtures (indoors) replaced	2
#Replaced hot water heaters	2
#Efficient AC added/replaced	2
#High efficiency heating plants	2
#Additional Attic/Roof Insulation	2



#Energy Star Replacement Windows 2  
 # of Properties 2

**Activity is being carried out by**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Margate

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

Responsible Organization	Organization Type	Proposed Budget
City of Margate	Unknown	\$ 250,000.00

**Location Description:**

The City's NSP3 target arget area is bordered by West Sample Road on the North, North State Road 7 on the East, NW 60th Terrace on the West, and SW 1st Street on the South.

**Activity Description:**

The City will acquire NSP eligible properties(those that have been foreclosed or abandoned), rehabilitates them, and then resells them to eligible NSP LI 25% buyers participating in the program. The City will focus its attention on those properties that are difficult to purchase due to extensive repairs, code violations, etc. The intent is to rehabilitate them, remove signs of blight and then put them on the market. All properties will be purchased according to program guidelines, including the minimum discount requirement and after Environmental Reviews have been completed.

**Environmental Assessment:** COMPLETED

**Environmental** None

**Action Plan Comments:**

- Reviewer - Grantee indicated Actiona Plan was submitted by mistake, did not fill in needed information. DM
- Reviewer - Action Plan rejected due to missing information in narrative section; Funding Source, summary of use of NSP funds, Market Conditions, Continued Affordability, Housing Rehab, Vicinity Hiring.....DM
- Reviewer - The City of Margate NSP3-Actin Plan was reviewed and approved. The Action Plan is "Satisfactory" to the abbreviated plan submitted. All activites and narrative were reviewed and approved for submission. DM 04/28/2011
- Reviewer - The Grantee had problems with the DRGR system. FO will reject and send back. The Grantee has been advised to call DRGR help desk to set up the Project and the Activities out of the 9999 restricted balance.



MMM-01/26/2012.

- Reviewer - The Grantee had problems with the DRGR system. The Grantee has been advised to review the Action plan, because the activities are duplicated. Grantee was also advised to delete the activities in project #9999 (restricted balance) leaving the project with no activities. The activity numbers are not the same numbers as in the Summary of Distribution and Uses of NSP Funds (Page 1 in the Action Plan). FO will reject and send back for corrections. MMM-02/02/2012.
- Reviewer - The Grantee had problems with the DRGR system. Action plan was approved in order for the grantee to make corrections to the projects and activities in the Action Plan to match the QPR, because the activities are duplicated. Grantee was also advised to zero out the activities in project #9999 (restricted balance). FO will send back for corrections. MMM-02/06/2012.
- Reviewer - The City of Margate NSP3-Action Plan was reviewed and approved. All activities and narrative were reviewed and approved. MMM-02/06/2012.
- Reviewer - The Grantee has been advised to review the Action plan to fill needed information in the Summary of Distribution and Uses of NSP funds, and in the Activity Description's fields. MMM-04-09-12.
- Reviewer - Action Plan was submitted by mistake, did not fill in needed information. MMM 04/11/2012
- Reviewer - Grantee submitted substantial changes to the activities in the action plan. The proposed project was advertised to the general public through a newspaper of general circulation on February 12, 2012 for the availability of the NSP substantial amendment and solicited comments from the County's residents. The comment period, as defined by NSP regulations, is of 15 days. The adjustment amounts are as follow:  
Activity 01 (Homeownership Assistance to low- and moderate- income) was deleted, and funds in the amount of \$172,385.00 were reallocated to a new activity 05 Acquisition/Rehabilitation and Resale for LMMI .  
Activity 03 (Rehabilitation / reconstruction of residential structures) was deleted, and funds in the amount of \$574,388.00 were reallocated to a new activity 05 Acquisition/Rehabilitation and Resale for LMMI.  
Activity 05 Acquisition/Rehabilitation LMMI was added with a total funding of \$746,773.00  
FO reviewed and approved. MMM 04/11/2012
- Reviewer - The City of Margate had to changed the identifier of an activity to allow for the input of address aquired. The correction did not trigger an amendment. DM 01/28/2013
- Reviewer - Grantee indicated only change was to include the City's name as the organization carrying out the project. Action plan being approved in order to submit QPR. 1.30.2014 NEC
- Reviewer - As per grantee indicated no major changes made to the plan only minor modifications. Action plan being approved in order for grantee to submit QPR. 4-25-2014
- Reviewer - Grantee made revisions to activity #07 & 08 to match program income expenditures and program income received. NEC 1/31/2020

## Action Plan History

Version	Date
B-11-MN-12-0015 AP#1	02/06/2012
B-11-MN-12-0015 AP#2	02/06/2012
B-11-MN-12-0015 AP#3	04/11/2012
B-11-MN-12-0015 AP#4	01/28/2013
B-11-MN-12-0015 AP#5	01/30/2014
B-11-MN-12-0015 AP#6	04/25/2014
B-11-MN-12-0015 AP#7	01/31/2020



