

Grantee: Pembroke Pines, FL

Grant: B-08-MN-12-0022

April 1, 2009 thru June 30, 2009 Performance Report

Grant Number:

B-08-MN-12-0022

Obligation Date:**Grantee Name:**

Pembroke Pines, FL

Award Date:**Grant Amount:**

\$4,398,575.00

Contract End Date:**Grant Status:**

Active

Review by HUD:

Reviewed and Approved

Submitted By:

No Submitter Found

Disasters:**Declaration Number**

NSP

Plan Description:

In 2006, the City had a total of 325 lis pendens filed and 109 scheduled foreclosure sales. In 2007, the City had 927 lis pendens filed and 296 scheduled sales. These represent 185% and 172% increases respectively, between 2006 and 2007. For the period January 1, 2008 through the end of March 2008, the City had 523 lis pendens filed and 159 foreclosure sales scheduled. The number of lis pendens and scheduled foreclosure sales for 2008 represent \$377,084,155 in outstanding loan balances on properties with a current assessed value of a total \$237,496,220.

Recovery Needs:

The growing number of unoccupied houses currently on the market, including those vacant due to foreclosure, remain a threat to the sustainability and vitality of communities. While the City is in no position to address the reasons people are being foreclosed, the current market presents an opportunity to address community preservation. Vacant units today can be the affordable housing of tomorrow for qualified homebuyers and renters. Even with the soft housing market, and prices declining, there is still a need for affordable housing in Pembroke Pines.

Overall**This Report Period****To Date**

Total Projected Budget from All Sources	N/A	\$4,398,575.00
Total CDBG Program Funds Budgeted	N/A	\$4,398,575.00
Program Funds Drawdown	\$0.00	\$0.00
Obligated CDBG DR Funds	\$0.00	\$0.00
Expended CDBG DR Funds	\$0.00	\$0.00
Match Contributed	\$0.00	\$0.00
Program Income Received	\$0.00	\$0.00
Program Income Drawdown	\$0.00	\$0.00

Progress Toward Required Numeric Targets

Requirement	Required	To Date
Minimum Overall Benefit Percentage	\$99.99	\$0.00
Minimum Non-Federal Match	\$0.00	\$0.00
Limit on Public Services	\$659,786.25	\$0.00
Limit on Admin/Planning	\$439,857.50	\$0.00
Limit on State Admin	\$0.00	\$0.00

Progress Toward Activity Type Targets

Progress Toward National Objective Targets

Overall Progress Narrative:

OVERALL

This quarterly report documents progress made under each approved NSP activity in the City's NSP plan. The City of Pembroke Pines is implementing a purchase assistance and rehabilitation program with its NSP funds. Only NSP eligible properties may be purchased with NSP funds. Eligible properties include those in which the foreclosure process is complete, are located within the City's NSP target area and are purchased with at least a minimum discount of 1% off the market value of an appraisal completed within the last 60 days. Purchase transactions must adhere to all federal regulations that impact the NSP program.

NSP purchase assistance from the City may go toward down payment, closing cost and principal reduction. Home repair assistance may address code, safety, energy efficiency and other approved non-luxury repairs. The City has been working with a consultant, Community Redevelopment Associates of Florida, Inc (CRA of Florida) to administer NSP purchase and home repair activities. CRA of Florida also provides direct delivery services to the program including, but not limited to, application intake and processing, income verification, preparation of second mortgage documents, property compliance review and construction management. This quarter was spent primarily addressing regulatory compliance, program start-up and implementation and application intake. Significant NSP regulatory changes were made in June 2009 to streamline the purchase of properties under this program. Initial applications started to receive awards in June allowing them to enter into contracts for purchase.

NSP Properties Purchased and Under Contract

To date, 52 of the 157 applicants have been determined to be eligible for NSP assistance. 30 of those applicants have received a notice of eligibility and award letter. The balance of applications is under review and appointments are scheduled to provide a notice of eligibility and award. 31 applications are in progress. The remaining 74 application will be processed and awards phased in as funding remains. Other housing program funding sources are being identified to assist as many of these applicants as possible.

To date, there are 2 properties within the target area that are under contract. There are several offers pending seller acceptance. The REO market has proven to be very competitive, especially in the price range for the low to moderate income households purchasing in the program.

In June 2009, HUD issued the NSP bridge notice which reduced the minimum discount requirement from 15% per property to a minimum of 1% per property. The discount requirement was a major challenge for NSP participants presenting offers on properties. Whereas REOs are receiving multiple offers, the 15% discount requirement placed applicants at a disadvantage in the market. July 2009 will be the first full month in which the new discount requirements will apply.

The City and CRA have been active in assisting applicants find properties in the target area. To address some of the issues of the competitive REO market, the City and consultant have been developing relationships with lenders and financial institutions that have "first look programs" and other incentives geared toward the NSP program and its mission of stabilizing communities. To date, the institutions with strategies in place to work with NSP

direct purchase assistance activities are Bank of America, Fannie Mae, and Wells Fargo. While HUD has properties for the sale, there have been none readily available in the City's target area. The City is actively seeking the participation of other lenders/financial institutions, listing agents and property management companies. The City is currently working on other strategies to facilitate the purchase of the properties. The community's real estate agents working with the buyers have been very helpful with the program. More education is needed for agents who have been assigned REOs from lenders.

Project Summary

Project #, Project Title	This Report Period		To Date	
	Project Funds Budgeted	Program Funds Drawdown	Project Funds Budgeted	Program Funds Drawdown
9999, Restricted Balance	\$0.00	\$0.00	\$0.00	\$0.00
Admin 05, Program Administration	\$319,000.00	\$0.00	\$319,000.00	\$0.00
PA-001, Financing Mechanism (51-120% AMI)	\$1,459,750.85	\$0.00	\$1,459,750.85	\$0.00
PA-003, Financing Mechanism (50 % AMI or Below)	\$580,036.64	\$0.00	\$580,036.64	\$0.00
Rehab 004, Rehabilitation (50% or below AMI)	\$580,036.64	\$0.00	\$580,036.64	\$0.00
Rehab-002, Rehabilitation (51-120% AMI)	\$1,459,750.87	\$0.00	\$1,459,750.87	\$0.00

Activities

Grantee Activity Number:	Admin 05
Activity Title:	Program Administration

Activity Category:

Administration

Activity Status:

Under Way

Project Number:

Admin 05

Project Title:

Program Administration

Projected Start Date:

01/08/2009

Projected End Date:

06/30/2010

National Objective:

N/A

Responsible Organization:

CRA of Florida, Inc.

Overall	Apr 1 thru Jun 30, 2009	To Date
Total Projected Budget from All Sources	N/A	\$319,000.00
Total CDBG Program Funds Budgeted	N/A	\$319,000.00
Program Funds Drawdown	\$0.00	\$0.00
Obligated CDBG DR Funds	\$0.00	\$0.00
Expended CDBG DR Funds	\$0.00	\$0.00
Match Contributed	\$0.00	\$0.00
Program Income Received	\$0.00	\$0.00
Program Income Drawdown	\$0.00	\$0.00

Activity Description:

Plan and Implement the activities under the Neighborhood Stabilization Program for the City of Pembroke Pines.

Location Description:

N/A

Activity Progress Narrative:

Purchase Assistance Program Start-Up and Marketing

In December 2008, the City of Pembroke Pines submitted to HUD an amendment to its 2008-09 Action Plan. In January 2009, the City received notification from HUD that the amendment was approved. In March 2009, the City received an executed funding agreement which began the 18 month obligation window. The executed agreement also required the City to submit a management and capacity plan to HUD as a condition to the grant agreement. The management plan was submitted in April 2009 and approved in May 2009 by HUD. The City is under contract with Community Redevelopment Associates of Florida, Inc (CRA of Florida) to provide both administrative and direct delivery services to the NSP related activities. NSP is a component of the Community Development Block Grant which CRA was previously under contract to provide services for.

A tiered environmental review was completed for the City's NSP purchase assistance and home repair activities indicating that planned activities have no significant impact on the environment . In June 2009, the City received environmental clearance from HUD for its NSP activities. Site specific environmental reviews will be completed for each housing unit assisted with NSP funds. Reviews will be prepared as the properties are identified.

The City's Action Plan in the DRGR system was approved July 2, 2009 allowing for funds to be drawn down and program process reported.

Related Administrative Tasks

Additional administrative tasks completed during the City's first NSP quarter include.
 Developing project implementation schedule and procedures
 Preparing an NSP specific purchase and rehabilitation assistance program application.
 Updating purchase assistance underwriting criteria with lender approvals
 Preparing NSP purchase contract addendum with attorney review.

Preparing program notices and responding to HUD regulatory requests.
Developing marketing and technical assistance material

On March 9, 2009, CRA conducted a 2 hour workshop for real estate professionals to promote and answer questions about Pembroke Pines and Miramar NSP purchase assistance programs This was a joint workshop. More than 100 real estate professionals attended the workshop held at the South Regional Library. The names of the real estate agents in attendance were compiled, licenses verified, and names published on the consultant's website.

Direct delivery services to the City's NSP program are also accounted for under this category. This involves application intake, processing, database management, construction management which are described in further detail under the separate NSP activities identified in the City's Action Plan

Performance Measures

No Performance Measures found.

Activity Locations

No Activity Locations found.

Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

Other Funding Sources	Amount
Neighborhood Stabilization Program	\$0.00
Total Other Funding Sources	\$0.00

Grantee Activity Number:	PA 01
Activity Title:	Purchase Assistance-S. Family Units (51-120% AMI)

Activity Category:

Homeownership Assistance to low- and moderate-income

Project Number:

PA-001

Projected Start Date:

03/03/2009

National Objective:

NSP Only - LMMI

Activity Status:

Planned

Project Title:

Financing Mechanism (51-120% AMI)

Projected End Date:

09/03/2010

Responsible Organization:

City of Pembroke Pines

Overall	Apr 1 thru Jun 30, 2009	To Date
Total Projected Budget from All Sources	N/A	\$1,459,750.85
Total CDBG Program Funds Budgeted	N/A	\$1,459,750.85
Program Funds Drawdown	\$0.00	\$0.00
Obligated CDBG DR Funds	\$0.00	\$0.00
Expended CDBG DR Funds	\$0.00	\$0.00
Match Contributed	\$0.00	\$0.00
Program Income Received	\$0.00	\$0.00
Program Income Drawdown	\$0.00	\$0.00

Activity Description:

This activity sets aside funds for households at 51%-120% of the area median income (AMI). The activity is designed to address the abundance of vacant foreclosed homes in the city by facilitating the purchase of them by qualified moderate and middle income buyers. It will also address the need of high cost and subprime loans in priority neighborhoods. Only conventional, FHA and other approved loan products with responsible lending guidelines are permitted. Funds for households at 50% AMI have been set-aside under a separate activity.

Location Description:

Priority Target Area- Section 1: Northern Border: Sheridan Street, Eastern Border: Florida Turnpike, Southern Border: Pembroke Road, Western Border: Flamingo Road Section 2: Northern Border: Sheridan Street, Eastern Border: 172nd Avenue, Southern Border: Pines Boulevard, Western Border: US 27

Activity Progress Narrative:

Purchase Assistance Application Intake
 Applications were available on-line, at the City of Pembroke Pines, and at CRA of Florida during the City's application availability period March 19, 2009 to April 3, 2009 Applications were accepted from April 13, 2009 to May 1, 2009. The City is scheduled to assist approximately 60 households with NSP funding. During the application intake period, 157 applications were submitted for assistance.
 An estimated 45 (51-120% AMI households) are expected to receive assistance.
 An estimated 15 low income households (50 AMI or less) are expected to receive assistance or at least 25% of funds set-aside for this income group.
 Applications were accepted by appointment at CRA. Only applicants who obtained an application during the published application period were permitted to submit an application. Applicants were required to be pre-approved for a mortgage in order for an NSP application to be accepted. All applicants were approved by pre-registered lenders utilizing the same City specific NSP underwriting criteria.
 157 Applications submitted are as follows:
 4/13/2009 &ndash 18 Applications Submitted
 4/14/2009 &ndash 17 Applications Submitted
 4/15/2009 &ndash 7 Applications Submitted
 4/16/2009 &ndash 7 Applications Submitted
 4/17/2009 &ndash 9 Applications Submitted
 4/20/2009 &ndash 9 Applications Submitted

4/21/2009 &ndash 9 Applications Submitted
 4/22/2009- 12 Applications Submitted
 4/23/2009 &ndash 7 Applications Submitted
 4/24/2009 &ndash 10 Applications Submitted
 4/27/2009 &ndash 2 Applications Submitted
 4/28/2009 &ndash 7 Applications Submitted
 4/29/2009 - 9 Applications Submitted
 4/30/2009 - 20 Applications Submitted
 5/1/2009 - 22 Applications Submitted

Applicant Income Categories

The income break down of applications received is as follows:

AMI = Area Median Income
 50% AMI or less: 28 Applicants
 51-80% AMI: 72 Applicants
 81-120 AMI: 57 Applicants

*25% of the City&rsquo NSP funds must be set aside for low income households &ndash 50% AMI or less.

Notices of Eligibility and Awards Granted

To date, 52 of the 157 applicants have been determined to be eligible for NSP assistance. 30 of those applicants have received a notice of eligibility and award letter. The balance of applications is under review and appointments are scheduled to provide a notice of eligibility and award. 31 applications are in progress. The remaining 74 application will be processed and awards phased in as funding remains. Other housing program funding sources are being identified to assist as many of these applicants as possible.

Each eligible applicant is provided 60 days to enter in a purchase contract. Once awards expire, funds are released to the next eligible applicant. Awards are made in groups of 30 or more. Should funds remain once the initial applicants are processed, another application period may be possible.

Performance Measures

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of housing units	0	0	0	0/0	0/0	0/36
# of Households benefitting	0	0	0	0/0	0/10	0/36

Activity Locations

No Activity Locations found.

Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

Other Funding Sources	Amount
Neighborhood Stabilization Program	\$0.00
Total Other Funding Sources	\$0.00

Grantee Activity Number:	PA 03
Activity Title:	Purchase Assistance-SF Units (50% AMI or Below)

Activity Category:

Homeownership Assistance to low- and moderate-income

Activity Status:

Planned

Project Number:

PA-003

Project Title:

Financing Mechanism (50 % AMI or Below)

Projected Start Date:

03/03/2009

Projected End Date:

09/03/2010

National Objective:

NSP Only - LH - 25% Set-Aside

Responsible Organization:

City of Pembroke Pines

Overall	Apr 1 thru Jun 30, 2009	To Date
Total Projected Budget from All Sources	N/A	\$580,036.64
Total CDBG Program Funds Budgeted	N/A	\$580,036.64
Program Funds Drawdown	\$0.00	\$0.00
Obligated CDBG DR Funds	\$0.00	\$0.00
Expended CDBG DR Funds	\$0.00	\$0.00
Match Contributed	\$0.00	\$0.00
Program Income Received	\$0.00	\$0.00
Program Income Drawdown	\$0.00	\$0.00

Activity Description:

This activity sets aside funds for households at 50% or below the area median income (AMI). The activity is designed to address the abundance of vacant foreclosed homes in the city by facilitating the purchase of them by qualified moderate and middle income buyers. It will also address the need of high cost and subprime loans in priority neighborhoods. Only conventional, FHA and other approved loan products with responsible lending guidelines are permitted.

Location Description:

Priority Target Area- Section 1: Northern Border: Sheridan Street, Eastern Border: Florida Turnpike, Southern Border: Pembroke Road, Western Border: Flamingo Road Section 2: Northern Border: Sheridan Street, Eastern Border: 172nd Avenue, Southern Border: Pines Boulevard, Western Border: US 27

Activity Progress Narrative:

Purchase Assistance Application Intake
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 4/20/2009 &ndash 9 Applications Submitted
 4/21/2009 &ndash 9 Applications Submitted
 4/22/2009- 12 Applications Submitted

4/23/2009 &ndash 7 Applications Submitted
 4/24/2009 &ndash 10 Applications Submitted
 4/27/2009 &ndash 2 Applications Submitted
 4/28/2009 &ndash 7 Applications Submitted
 4/29/2009 - 9 Applications Submitted
 4/30/2009 - 20 Applications Submitted
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Each eligible applicant is provided 60 days to enter in a purchase contract. Once awards expire, funds are released to the next eligible applicant. Awards are made in groups of 30 or more. Should funds remain once the initial applicants are processed, another application period may be possible.

Performance Measures

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of housing units	0	0	0	0/0	0/0	0/11
# of Households benefitting	0	0	0	0/11	0/0	0/11

Activity Locations

No Activity Locations found.

Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

Other Funding Sources	Amount
Neighborhood Stabilization Program	\$0.00
Total Other Funding Sources	\$0.00

Grantee Activity Number: Rehab 02

Activity Title: Rehabilitation-S. Family Units (51-120% AMI)

Activity Category:

Rehabilitation/reconstruction of residential structures

Activity Status:

Planned

Project Number:

Rehab-002

Project Title:

Rehabilitation (51-120% AMI)

Projected Start Date:

03/03/2009

Projected End Date:

09/03/2010

National Objective:

NSP Only - LMMI

Responsible Organization:

City of Pembroke Pines

Overall

Apr 1 thru Jun 30, 2009

To Date

Total Projected Budget from All Sources	N/A	\$1,459,750.87
Total CDBG Program Funds Budgeted	N/A	\$1,459,750.87
Program Funds Drawdown	\$0.00	\$0.00
Obligated CDBG DR Funds	\$0.00	\$0.00
Expended CDBG DR Funds	\$0.00	\$0.00
Match Contributed	\$0.00	\$0.00
Program Income Received	\$0.00	\$0.00
Program Income Drawdown	\$0.00	\$0.00

Activity Description:

The city is providing assistance to households, who received NSP funds to purchase an eligible home, to use additional NSP funds to make minor repairs and energy efficient improvements to the home. The activity is made possible by the financial mechanisms in place as permitted by the above CDBG entitlement regulations and NSP eligible uses.

Location Description:

Priority Target Area- Section 1: Northern Border: Sheridan Street, Eastern Border: Florida Turnpike, Southern Border: Pembroke Road, Western Border: Flamingo Road Section 2: Northern Border: Sheridan Street, Eastern Border: 172nd Avenue, Southern Border: Pines Boulevard, Western Border: US 27

Activity Progress Narrative:

Home Repair

The home repair activity will begin as soon as the first home closing takes place. Ads soliciting qualified contractors and inspectors ran in the Sun Sentinel on March 17, 2009. Proposals are being reevaluated. An orientation meeting will take place once the contractors and inspectors have been identified. It is anticipated that this will take place in the near future.

Performance Measures

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of Properties	0	0	0	0/0	0/0	0/36
# of housing units	0	0	0	0/0	0/0	0/36
# of Households benefitting	0	0	0	0/0	0/10	0/36

Activity Locations

No Activity Locations found.

Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

Other Funding Sources	Amount
Neighborhood Stabilization Program	\$0.00
Total Other Funding Sources	\$0.00

Grantee Activity Number:	Rehab 04
Activity Title:	Rehabilitation-S. Family Units (50% AMI or Below)

Activity Category:

Rehabilitation/reconstruction of residential structures

Activity Status:

Planned

Project Number:

Rehab 004

Project Title:

Rehabilitation (50% or below AMI)

Projected Start Date:

03/03/2009

Projected End Date:

09/03/2010

National Objective:

NSP Only - LH - 25% Set-Aside

Responsible Organization:

City of Pembroke Pines

Overall	Apr 1 thru Jun 30, 2009	To Date
Total Projected Budget from All Sources	N/A	\$580,036.64
Total CDBG Program Funds Budgeted	N/A	\$580,036.64
Program Funds Drawdown	\$0.00	\$0.00
Obligated CDBG DR Funds	\$0.00	\$0.00
Expended CDBG DR Funds	\$0.00	\$0.00
Match Contributed	\$0.00	\$0.00
Program Income Received	\$0.00	\$0.00
Program Income Drawdown	\$0.00	\$0.00

Activity Description:

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Activity Progress Narrative:**Home Repair**

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Performance Measures

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of Properties	0	0	0	0/0	0/0	0/11
# of housing units	0	0	0	0/0	0/0	0/11
# of Households benefitting	0	0	0	0/11	0/0	0/11

Activity Locations

No Activity Locations found.

Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

Other Funding Sources	Amount
Neighborhood Stabilization Program	\$0.00
Total Other Funding Sources	\$0.00
