

**Grantee: Jacksonville-Duval, FL**

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

**January 1, 2012 thru March 31, 2012 Performance Report**

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**Grant Number:**

B-11-UN-12-0007

**Obligation Date:****Award Date:****Grantee Name:**

Jacksonville-Duval, FL

**Contract End Date:**

03/10/2014

**Review by HUD:**

Reviewed and Approved

**Grant Amount:**

\$7,102,937.00

**Grant Status:**

Active

**QPR Contact:**

Laura Stagner-Crites

**Estimated PI/RL Funds:**

\$0.00

**Total Budget:**

\$7,102,937.00

## Disasters:

### Declaration Number

No Disasters Found

## 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);



<b>Overall</b>	<b>This Report Period</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$7,102,937.00
<b>Total Budget</b>	\$0.00	\$7,102,937.00
<b>Total Obligated</b>	\$792,102.00	\$792,399.00
<b>Total Funds Drawdown</b>	\$151,280.73	\$151,280.73
<b>Program Funds Drawdown</b>	\$151,280.73	\$151,280.73
<b>Program Income Drawdown</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$151,409.73	\$151,706.73
<b>Match Contributed</b>	\$0.00	\$0.00

### Progress Toward Required Numeric Targets

<b>Requirement</b>	<b>Required</b>	<b>To Date</b>
<b>Overall Benefit Percentage (Projected)</b>		0.00%
<b>Overall Benefit Percentage (Actual)</b>		0.00%
<b>Minimum Non-Federal Match</b>	\$0.00	\$0.00
<b>Limit on Public Services</b>	\$1,065,440.55	\$0.00
<b>Limit on Admin/Planning</b>	\$710,293.70	\$138,580.73
<b>Limit on State Admin</b>	\$0.00	\$138,580.73

### Progress Toward Activity Type Targets

<b>Activity Type</b>	<b>Target</b>	<b>Actual</b>
<b>Administration</b>	\$710,293.70	\$710,293.00

### Progress Toward National Objective Targets

<b>National Objective</b>	<b>Target</b>	<b>Actual</b>
<b>NSP Only - LH - 25% Set-Aside</b>	\$1,775,734.25	\$2,202,644.00

### Overall Progress Narrative:

The City's NSP3 program processes and agreements have been reviewed and revised and are ready to proceed. The City has incorporated various activities related to Section 3 in order to assure that overall program objectives are met and documentation regarding Section 3 compliance and vicinity monitoring can be effectively captured, monitored and reported upon.



# Project Summary

Project #, Project Title	This Report Period	To Date	
	Program Funds Drawdown	Project Funds Budgeted	Program Funds Drawdown
NSP301, NSP Planning and Administration	\$138,580.73	\$710,293.00	\$138,580.73
NSP302, Single Family Acquisition, Rehabilitation, Resale	\$12,700.00	\$2,275,000.00	\$12,700.00
NSP303, Multi-Family Acquisition and Rehabilitation (Rental)	\$0.00	\$2,202,644.00	\$0.00
NSP304, Demolition and Clearance	\$0.00	\$400,000.00	\$0.00
NSP305, Single Family Redevelopment and Resale (Home)	\$0.00	\$1,515,000.00	\$0.00



## Activities

<b>Grantee Activity Number:</b>	<b>HNHS1A3HPAD</b>
<b>Activity Title:</b>	<b>NSP3 Planning and Administration</b>

**Activity Category:**

Administration

**Project Number:**

NSP301

**Projected Start Date:**

03/31/2011

**Benefit Type:**

( )

**National Objective:**

N/A

**Activity Status:**

Under Way

**Project Title:**

NSP Planning and Administration

**Projected End Date:**

04/01/2014

**Completed Activity Actual End Date:**

**Responsible Organization:**

City of Jacksonville

<b>Overall</b>	<b>Jan 1 thru Mar 31, 2012</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$710,293.00
<b>Total Budget</b>	\$0.00	\$710,293.00
<b>Total Obligated</b>	\$419,352.00	\$419,649.00
<b>Total Funds Drawdown</b>	\$138,580.73	\$138,580.73
<b>Program Funds Drawdown</b>	\$138,580.73	\$138,580.73
<b>Program Income Drawdown</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$138,709.73	\$139,006.73
City of Jacksonville	\$138,709.73	\$139,006.73
<b>Match Contributed</b>	\$0.00	\$0.00

**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.

**Location Description:**

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

**Activity Progress Narrative:**

The City's NSP3 administrative processes are all in place for this program. The procurement for any administrative activities related to the program, specifically Management Consulting, has been performed and contracts are in place.



## Accomplishments Performance Measures

No Accomplishments Performance Measures found.

## Beneficiaries Performance Measures

No Beneficiaries Performance Measures found.

## Activity Locations

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

### Other Funding Sources

Amount

No Other Funding Sources Found

Total Other Funding Sources

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<b>Grantee Activity Number:</b>	<b>HNHS1A3HPARS</b>
<b>Activity Title:</b>	<b>Acq/Rehab/Resale of Foreclosed Single Family Units</b>

**Activity Category:**

Rehabilitation/reconstruction of residential structures

**Project Number:**

NSP302

**Projected Start Date:**

03/31/2011

**Benefit Type:**

Direct ( HouseHold )

**National Objective:**

NSP Only - LMMI

**Activity Status:**

Planned

**Project Title:**

Single Family Acquisition, Rehabilitation, Resale

**Projected End Date:**

04/01/2014

**Completed Activity Actual End Date:**

**Responsible Organization:**

City of Jacksonville

Overall	Jan 1 thru Mar 31, 2012	To Date
<b>Total Projected Budget from All Sources</b>	N/A	\$2,275,000.00
<b>Total Budget</b>	\$0.00	\$2,275,000.00
<b>Total Obligated</b>	\$286,350.00	\$286,350.00
<b>Total Funds Drawdown</b>	\$12,700.00	\$12,700.00
<b>Program Funds Drawdown</b>	\$12,700.00	\$12,700.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$12,700.00	\$12,700.00
City of Jacksonville	\$12,700.00	\$12,700.00
<b>Match Contributed</b>	\$0.00	\$0.00

**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.

**Location Description:**

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

**Activity Progress Narrative:**

The City's Acquisition/Rehabilitation/Resale (Homeownership) procedures and documents are in place and ready for the deployment of this program. The procurement of the Environmental and Title services is complete and the vendors are under contract.

Due diligence has been performed on multiple projects and staff is discussing proposed projects to be awarded under the program.



### Accomplishments Performance Measures

No Accomplishments Performance Measures found.

### Beneficiaries Performance Measures

No Beneficiaries Performance Measures found.

### Activity Locations

No Activity Locations found.

### Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

#### Other Funding Sources

Amount

No Other Funding Sources Found

Total Other Funding Sources

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<b>Grantee Activity Number:</b>	<b>HNHS1A3HPMF</b>
<b>Activity Title:</b>	<b>Acquisition, Rehabilitation, Resale-Rental (50%)</b>

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

**Activity Status:**  
Planned

**Project Number:**  
NSP303

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

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

**Projected End Date:**  
04/01/2014

**Benefit Type:**  
Direct ( HouseHold )

**Completed Activity Actual End Date:**

**National Objective:**  
NSP Only - LH - 25% Set-Aside

**Responsible Organization:**  
City of Jacksonville

Overall	Jan 1 thru Mar 31, 2012	To Date
<b>Total Projected Budget from All Sources</b>	N/A	\$2,202,644.00
<b>Total Budget</b>	\$0.00	\$2,202,644.00
<b>Total Obligated</b>	\$86,400.00	\$86,400.00
<b>Total Funds Drawdown</b>	\$0.00	\$0.00
<b>Program Funds Drawdown</b>	\$0.00	\$0.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Total Funds Expended</b>	\$0.00	\$0.00
City of Jacksonville	\$0.00	\$0.00
<b>Match Contributed</b>	\$0.00	\$0.00

**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.

**Location Description:**

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

**Activity Progress Narrative:**

The City's Acquisition/Rehabilitation/Resale (Rental) procedures and documents are in place and ready for the deployment of this program. The procurement of the Environmental and Title services is complete and the vendors are under contract.

Due diligence has been performed on multiple projects and staff is discussing proposed projects to be awarded under the program.

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### Accomplishments Performance Measures

No Accomplishments Performance Measures found.

### Beneficiaries Performance Measures

No Beneficiaries Performance Measures found.

### Activity Locations

No Activity Locations found.

### Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	

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