

RESOLUTION 01-04-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA ADOPTING A COMMUNITY DEVELOPMENT BLOCK GRANT, HOUSING ASSISTANCE PLAN; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Marathon (the “City”) has resolved to prepare and submit a 2001 Small Cities Community Development Block Grant (“CDBG”) – Housing Category Application; providing services and benefits to City residents; improving city services and infrastructure; particularly to the City’s very low and low income residents, and

WHEREAS, the City has determined to provide a portion of the City’s CDBG funds to assist qualified residents in property rehabilitation based on a fair, equitable and competitive basis, and

WHEREAS, the Department of Community Affairs requires, as a condition of Community Development Block Grant (CDBG) funding, participating jurisdictions establish and adopt a CDBG Housing Assistance Plan to determine the minimum criteria and preferences for receiving such consideration,

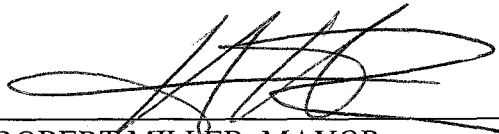
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by reference.

Section 2. Adoption. The Community Development Block Grant, Housing Assistance Plan, attached hereto as “Attachment A” is hereby adopted.

Section 3. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 4th day of April, 2001.

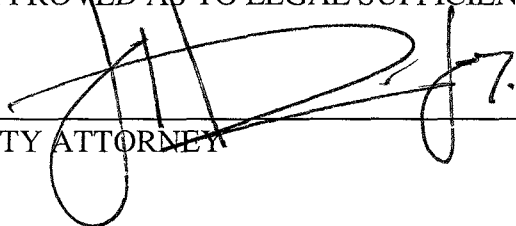


ROBERT MILLER, MAYOR

ATTEST:

Katherine V. Selchan
CITY CLERK

APPROVED AS TO LEGAL SUFFICIENCY:



CITY ATTORNEY

**CITY OF MARATHON 2001 SMALL CITIES
COMMUNITY DEVELOPMENT BLOCK GRANT – HOUSING CATEGORY
HOUSING ASSISTANCE PLAN**

1. All funds awarded will be a grant to the beneficiary and housing unit.
2. The process for selecting, accepting, reviewing and approving requests for assistance will be by advertisement in local newspapers of general circulation on at least two occasions for a minimum thirty (30) day application period. Any subsequent application periods shall meet the criteria outlined above.

Properties to be addressed shall meet all of the following criteria:

- Single family
- Owner occupied
- Primary residence
- Contain City Codes, Housing Quality Standards or Health/Safety Violations

Priority within the applications meeting the primary criteria shall be as follows:

- Multiple citation for violation of City Codes 15 points
- Elderly 10 points
- Handicapped 5 points
- Single Head of Household (2 or more persons) 5 points
- Length of Ownership 5 points maximum
(0-5yrs = 0, 6-10yrs = 2, 11-15yrs = 3, 16yrs + =5)

In the event of tie scores, very low-income households will receive priority.

3. Conflicts of interest will be addressed pursuant to 24 C.F.R. Section 570.489 and Chapter 112.311-112.3143, F. S. timely by immediate identification of potential conflicts.

Additionally, beneficiaries will be identified in the minutes of the Marathon City Council and the Citizens Advisory Task Force meetings so that any previously unknown conflicts may be surfaced. The conflicts will be acknowledged publicly along with the final selection of beneficiaries.

It is the intent of the City of Marathon and the Citizens Advisory Task Force to deal with these conflicts if the occurs on a local level and request waiver for acknowledgement of the conflicts when appropriate.

4. The Monroe County Housing Authority will perform HUD Section 8 Housing Quality Standards (HQS) inspections on all properties to be rehabilitated to ensure compliance with the local safe housing code and safe, sanitary and decent housing to determine what rehabilitation work must be done on each eligible housing structure. All work required to

meet HUD Housing Quality Standards and local housing code will be completed for each unit addressed.

5. The maximum amount of CDBG funds that may be expended on any one housing unit is \$25,000.00. This amount may only be exceeded by a recorded vote of the Marathon City Council.
6. The City, through the Monroe County Housing Authority, will not address in the rehabilitation of rental units under this process.
7. The City, through the Monroe County Housing Authority, will assist in the rehabilitation of mobile homes, modular homes or other forms of manufactured housing subject to paragraph 8 below.
8. The City, through the Monroe County Housing Authority, will not provide assistance to beneficiaries for those housing units that are unfeasible to repair under CDBG and Housing Assistance Plan guidelines. Additionally, The City will not provide assistance to properties where the post rehabilitation value, exclusive of land, is less than the cost of rehabilitation. It is noted that due to extremely high median housing values, this is an unlikely situation.
9. All program participants will be advised routinely via formal written notification of their status in the program and specifically when a previously selected housing unit is deleted from the rehabilitation program.
10. The City, through the Monroe County Housing Authority, will not provide CDBG assistance to beneficiaries of housing units who do not participate in the National Flood Insurance Program. The amount of said insurance must be equal to or greater than the amount of CDBG funds expended on the rehabilitation of said unit. Potential beneficiaries will be provided the opportunity to purchase said insurance at their own expense
11. In the event a City inspection/permit is not required by the City Codes, the Monroe County Housing Authority will provide final inspection by a qualified entity.
12. The City, through the Monroe County Housing Authority, will ensure that ownership of non-rental units by the occupying beneficiary is confirmed, they have the right to encumber the property and provide permission to a contractor to undertake construction work on the unit. This will be accomplished through coordination with the Monroe County Tax Appraiser's Office.
13. The City, through the CDBG Program, does not have any plans to declare a housing structure to be demolished or through its action, be converted to a non-LMI structure.
14. The City, through the Monroe County Housing Authority, will develop bid proposals to be bid upon by contractors and interface with beneficiaries to ensure the contractor

performs to the contract terms. All construction contracts will be between the property owner and the contractor.

15. The City, through the Monroe County Housing Authority, will review its local codes to determine that the property proposed for rehabilitation is in compliance with local codes prior to the initiation of any housing rehabilitation activities and issuance of a building permit.
16. The age of participating housing unit to be addressed will be verified by obtaining the Property Records Card for each unit in the Official Records of the Monroe County Tax Appraiser's Office. Coordination with the Bureau of Historic Preservation will take place as appropriate.
17. The Monroe County Housing Authority will test as required for lead based paint abatement when addressing pre-1978 homes following whatever program requirements exist.
18. Since virtually all housing structures to be addressed will be contained in the 100-year flood plain by virtue of the geographic configuration and location of the City, the City will follow and comply with all applicable Federal Emergency Management Agency (FEMA) requirements when addressing housing units.
19. The Monroe County Housing Authority, on behalf of the City of Marathon, will document completion of construction by ensuring that each housing unit case file shall contain the following information:
 - a. A statement from the contractor that all items on the initial work write up as modified through change orders have been completed;
 - b. An acknowledgement that the housing unit meets the applicable local codes and Section 8 Housing Quality Standard (HQS).
 - c. A signed acknowledgement by the housing unit owner or his or her personal representative that the work has been completed based on the work write up and change orders. Should all requirements be fulfilled and the homeowner or their representative refuse to acknowledge completion of the work, the housing unit case file shall be documented with a statement detailing the stated reason for said refusal;
 - d. The documentation shall be completed prior to the submission of the administrative closeout package and shall accompany the administrative closeout package when submitted to the Department of Community Affairs; and
 - e. The following data will be provided by housing unit and summarized by activity as part of the administrative closeout for each activity providing direct benefit:

- Address of each housing unit rehabilitated with CDBG funds, the date the construction was completed on the housing unit, and the amount of CDBG funds expended on that unit;
- Whether the household is headed by a female, the number of handicapped persons in the household, the number of elderly persons in the household, and the LMI or VLI status of the household.
- The number of occupants of the household, categorized by sex; and
- The racial demographics of the household by number (white, black, Hispanic, Asian/Pacific Islander, or American Indian/Alaskan Native).