



BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS MUNICIPALITIES CDBG APPLICATION

Complete the following sections. **Submit one form for each project.** Attach additional pages as needed

<u>COMMUNITY DEVELOPMENT GRANT PROJECT SUMMARY</u>			
<u>Category</u>		<u>Budget</u>	
Cash			
In-Kind		\$50,000 (design phase of project)	
Other Grants			
CDBG		\$108,200	
TOTAL		\$158,200	
PROGRAM ACTIVITIES:		NATIONAL OBJECTIVE	
Select only one category per application		Select only one category per application	
Public Service (15% Cap)	(x)	Limited Clientele	(x)
Capital Improvement	()	Limited Clientele	()
Capital Improvement	()	Area Benefit	()
Housing	()	Low/Mod Housing (LMH)	()
Capital Improvement	(x)	Area Benefit	()
Economic Development	()	Low/Mod Jobs (LMJ)	()
Continuing Project:	Yes ()		
New Project:	Yes (x)		
DUNS NUMBER: 089606685			
Applicant completes the following items.			
1. Applicant Organization Name: City of Hallandale Beach			
Address: 400 South Federal Highway, Hallandale Beach, FL 3300			
Telephone #: 954-457-1611		FAX #: (954) 457-1624	
2. Contact Person: Steven F. Parkinson			
Title: Director of Public Works			
Street Address: 630 NW 2nd Street, Hallandale Beach, FL 33009			
E-MAIL Address: sparkinson@cohb.org			
Telephone #: 954-457-1611		FAX #: (954) 457-1624	
3. Project Name: Public Works Improvement Project			
4. CDBG Funds Requested (\$15,000 Minimum Request): \$108,200			



5. Project Goals: Provide specific project goals and quantifiable objectives. Quantifiable objectives should specifically state who, what, where and how many. The scope of services must include activities involved in implementing the project. Project continuation and maintenance relates to the whether or not this will be an ongoing activity after funding ends.

a. Project Goals and Quantifiable Objectives:

Please note that HUD requires that 70% of CDBG funds must benefit low/moderate income persons over a three year period. Only pick one of the four objectives listed below. Describe how goals and objectives will either:

- 1). benefit low income persons
- 2). provide an area benefit:
- 3). eliminate or prevent slums and blighted conditions, or
- 4). impact a problem or need of particular urgency.

This Public Works Improvement Project will provide area benefit to the predominantly low and moderate income residents who reside within census tract #1005.02. The specific areas for implementation are indicated on the attached map (Exhibit 1).

Project includes retrofitting/upgrade of existing gravity storm drainage system, water distribution system, and/or sewer system, construction of new storm water facilities, regrading and sodding of swales to increase permeability, construction of new sidewalks, asphalt pavement construction/restoration and landscape improvements. These improvements will address flooding in the area and upgrade physical/aesthetic appearance that will complement housing development and rehabilitation as well as promote more attractive neighborhoods



- b. **Detailed Scope of Services:** The scope of services should explain exactly what will be accomplished with the funds requested.

Description	Quantity	Cost
Retrofitting/upgrade drainage	N/A	\$60,000
Concrete Construction/Reconstruction (including Sidewalks)	1500 SY	\$35,000
Asphalt Pavement Construction/Reconst.	135 SY	\$6,000
Regrading and Sodding of Swales	3076 SY	\$5,000
Landscaping/Trees	4	\$2,200
	Total	\$108,200

- c. **Project Continuation and Maintenance:** Indicate what organization is responsible for maintenance of the project after completion. (Attach letters or verification).

City of Hallandale Beach will be responsible for maintenance of the project after completion.

- d. **Program Design:** How do you plan to achieve the goals identified above? Please be clear and specific. Please attach separately, if necessary.

For housing activities/projects, please provide details to include the types of assistance provided, affordability period, recapture terms etc. These terms and provisions must be consistent with the Broward County's Consolidated/Action Plan

The project retrofitting and upgrades will be designed by a consultant and project will be subsequently bid and constructed by outside contractor.

6. **Applicant's Management Capability:** Briefly describe the capacity of your municipality to undertake the proposed project. Discuss prior experience in the



administration of Federal funds and list existing funding agreements.

- a. Experience - Discuss experience in the administration of Federal funds and general management capacity, include other Broward County funded programs and provide a list of CDBG Projects below

The City of Hallandale Beach has over 18 years of experience participating in the Broward County CDBG Program. The City has demonstrated the in-house capacity and expertise to complete project professionally.

- b. Does the municipality intend to utilize an outside vendor/contractor to provide the direct service delivery for any of the activities listed?

Yes. The City will utilize 43rd Year CDBG funding to procure outside vendors/contractors for the construction of the project.

If yes, please provide a detailed method of the procurement method used.

Please see attached Standard Operation Procedure from Procurement Department.

- c. Monitoring – How does the municipality ensure compliance with regulatory and statutory requirements? And third party vendors/contractors?

The City will hire a consultant to do the design of the project (the plans will be signed and sealed by a Professional Engineer). City staff will managed and inspected the project from start to finish. The project manager will make sure that the state and local requirements will be follow during the design and construction of the project.

- d. Non – housing activities – How does the municipality ensure compliance with scope of work, budgetary items, procurement, programmatic compliance etc.?

N/A.

- e. Housing activities: How does the municipality track the properties, beneficiary data, HQS (if applicable) and ensure compliance with affordability restrictions?

N/A



Please provide monitoring process and include monitoring policy/procedures (Attachment A)

N/A

- f. Provide a list of current CDBG projects, included the most recent 3 years, funding amount, current status, extensions needed. Etc.

2015 Project

Project Name	41st Year Public Works Improvements	Initial Funding Amount	\$108,200
Contract Period	10-1-15 to 9-30-2015	Number of Extensions Needed and Dates	N/A
Current Status of Program Including Completion Date	Project Closed. Completion date: 9-30-2015	Current Balance of Program Funds	\$0



2014 Project

Project Name	40th Year Public Works Improvements	Initial Funding Amount	\$108,200
Contract Period	10-1-14 to 9-30-2015	Number of Extensions Needed and Dates	N/A
Current Status of Program Including Completion Date	Project Closed. 9-30-2015	Current Balance of Program Funds	\$0

2013 Project

Project Name	39th Year Public Works Improvements	Initial Funding Amount	\$94,327
Contract Period	10-1-13 to 6-30-2015	Number of Extensions Needed and Dates	N/A
Current Status of Program Including Completion Date	6-30-15	Current Balance of Program Funds	\$0



7. **Description:** Describe the outcome(s) of the project. Description is to include timeframe for start-up and completion, street location of the service and census tract(s). Describe the service area.

- a. Project Description: Capital improvements should state anticipated linear feet of project or number and description of public facilities. **Applicant must already have construction plans for project at time of application.** Public service projects should specifically state number of clients per year. Housing development or rehabilitation should state number of housing units. Economic development projects, should state number of businesses to be assisted, jobs created and describe loans available. Both Rehabilitation and New Housing Construction should comply with Energy Star Requirements.

The detailed scope of services is found in section 5-b, Project Description.

- b. Time Frame: What is the time frame for start-up and completion after notification of funding award? Indicate what funding commitment is required to provide for timely project start-up.

Work Tasks	Start	Completion
City/consultant preparation of design, drawings and construction specifications	10-23-17	1-15-18
Bid Package Preparation	1-16-18	1-31-18
County Approval of Bid Package	2-1-18	2-23-18
Bid Advertisement	2-26-18	3-30-18
Open Bid and Award	4-2-2018	5-4-18
Contract Execution - Notice to Proceed	5-7-18	5-31-18
Construction	6-18-18	8-20-18
Close Out	8-21-18	9-14-18.

- c. Street address / Location: Attach map identifying both census tracts and project location. Also provide a street address or a description of the location when site acquisition is involved. Provide current **Phase 1 – Environmental Assessment and NEPA Environmental Assessment Checklist** for Capital, New Construction and Economic Development activities that were done within 6 months of application for funding.

The location of the improvements is indicated on attached map, as follows:

- o Area bounded by NW 2nd Avenue, North Dixie Highway, NW 6th Street, and NW 3rd Street.



- d. Census Tract(s) and Block Groups: Consult census maps for the census tract location of this project. **Area benefit projects must serve 51% low-to very low-income persons.**

Attached is the Broward County Census Tracts map.

8. Proposed activities located in a Community Redevelopment Area (CRA), must provide a copy of the area's Redevelopment Plan and map in order to be considered eligible under a HUD Slum/Blight designation. The following information must be provided at the time of application:
 - a. Percentage of Deteriorated buildings
 - b. Year area designated Slum/Blight
 - c. Description of Slum/Blight area
 - a. Percentage of Deteriorated buildings: City of Hallandale Beach CRA Implementation Plan attached.
 - b. Year area designated Slum/Blight: The City of Hallandale Beach Community Redevelopment Area was created in 1996. The City of Hallandale Beach Ordinance No. 96-25 has been attached as well as the Broward County CRA map with the CRA area in Hallandale Beach highlighted in yellow.
 - c. Description of Slum/Bright area: As described in page 13 and 14 of the Community Redevelopment Area (CRA) implementation plan, the area of this project is located in the Southwest Quadrant, Tract 1003. A Broward County Census Tract Map has been attached. Page 1 of the CRA Implementation plan describes the definition of slum and blight
9. **Budget Table Instructions:** Complete the following Budget Table and provide the requested information on the matching share of resources committed to the project. Please include program funding and in-kind matches from **all** sources.
 - a. Budget Table: For each expenditure category, (Personnel, Benefits, Travel, Equipment, Supplies, etc) enter the proposed amount necessary for that category. Please list these amounts according to the appropriate funding source as shown in the shaded area.

Category	CDBG	Non CDBG	Non CDBG	TOTAL All Sources
Personnel				
Benefits				
Travel				
Training				
Equipment				
Supplies				
Contractual With Outside Agencies or Vendors	\$180,200			\$180,200

Category	CDBG	Non CDBG	Non CDBG	TOTAL All Sources
Construction				
Other			\$50,000	\$50,000
Totals	\$180,200		\$50,000	\$158,200

10. Budget Narrative Instructions: The budget narrative statement should provide a detailed explanation and justification for each cost category shown in the Budget Table on page 5. The budget narrative should identify non-CDBG resources to be utilized in financing the project, including mortgages or construction financing for the project. Also, specify the costs for which CDBG funding is being requested and the costs to be covered by non-CDBG resources. Additional pages can be added, if necessary.

Description	Quantity	Cost
Retrofitting/upgrade drainage	N/A	\$60,000
Concrete Construction/Reconstruction (including Sidewalks)	1500 SY	\$35,000
Asphalt Pavement Construction/Reconst.	135 SY	\$6,000
Regrading and Sodding of Swales	3076 SY	\$5,000
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	Total	\$108,200.

11. Describe and calculate Leveraging: Describe and attach supporting documentation including letter(s) of commitment, resolutions, minutes of meetings, etc., showing specific resources the applicant will commit to the project as identified in columns 2 and 3 of the Budget Table on page 6. Include and identify in-kind contributions, sweat equity and other resources.

a. Provide documentation as an attachment and summarize below.

- For economic development projects, the value of the jobs produced in the previous year can be used as leverage. Documentation must be



provided showing name of business, job title and salary.

N/A

2. For housing development projects, anticipated mortgage financing will be considered as in-kind contribution.

N/A

- b. Instructions on calculating leveraging

Leveraging will be computed by taking into account the total dollar cost of the entire project including in-kind contribution.

$$\text{Percent Leveraging} = \frac{\text{Total Non-CDBG Funds \$} \times 100}{\text{Total CDBG \$}}$$

In computing Total Cost of the project, funding from all sources for the project must be added. This includes Federal funds, State funds, contributions, private sector financing, in-kind contributions, etc.

In-Kind Contributions are non-cash items. Non-cash items are contributions to the project, e.g., labor, office space, use of equipment, etc that do not involve cash payments by the entity. However, a dollar value must be provided for in-kind contributions and that value must be added to the cost of the project. In-kind contributions must be accounted for and included in the financial audit of the funded entity.

Calculations:

12. The project generally reflects adopted plans, goals, objectives and policies.

- a. Project consistent with Broward County Consolidated Plan: Project should explain which Consolidated Plan priority it will address.

N/A.

- b. Project Consistent with Local Government Plans and Zoning: Project letters from municipality or County government in which the project will occur, stating consistency with county or municipal adopted comprehensive plans. **Provide Flood Plan Map, if in flood plain.**



- c. Is project a permitted use in the zoning text regulations for the zoning district designated for the project site?

Yes ☒ Attach municipal or County verification of zoning and adopted future land use plan designation for the site
 No ☐ plan of action to achieve zoning district change.

- d. Plat Approval: Does your project require platting or a plat note amendment?

Yes ☐ Attach platting requirements and time table for completion.
 No ☒ Provide Plat Name, Plat Book Number and Plat Page Number

- g. State and Regional Policy Plans: **The Florida State Comprehensive Plan** provides long-range policy guidance for the orderly social, economic and physical growth of the state. **The Strategic Regional Policy Plan for South Florida** specifically addresses housing and economic development.

Letter, dated February 7, 2017, to South Florida Regional Planning Council is attached.

13. **Real Property and Relocation Policy:** Complete this section when displacement of families or businesses is required.

- a. Real property: Does the proposed project require the acquisition, subordinated or leasing of real property?

Yes ☐ Provide a legal description, street address and the property owner's name. *Consult with Broward County Housing Finance and Community Development Division staff before acquiring real property in order to follow Uniform Acquisition Procedures.*

- No ☒ No property is to be acquired
 b. Relocation: Does the proposed project necessitate the relocation of homeowners, tenants or commercial



establishments.

Yes []

Outline the proposed relocation plan and show source of funds on Page 5 and 6 for the budget table and narrative above.

No [x]

14. Citizen Participation: Complete this section for citizen participation documentation. How did the citizens in your jurisdiction participate in the selection of this project?

- a. City of Hallandale Beach Resolution is attached.
- b. Attached is the advertisement published in the Sun Sentinel as well as the Agenda for the Commission Meeting on March 15, 2017.
- c. Attached are the attendance sheets and a survey that were filled out by residents during the 43rd Year CDBG public meeting on February 22, 2017.

- a. A copy of the resolution from the governing body giving authorization to submit proposal(s) with name and title of official designated to sign application.
- b. Copies of meeting or hearing notices which verify efforts to invite citizen input (to include points of distribution) and pertinent information from the municipality reflecting inclusion of citizen input in final decisions. Documentation includes a copy of the certified proof of advertising of the public hearing held by the governing body.
- c. Verification of other efforts which provide information to citizens, i.e., workshop notices, attendance records, sunshine ads, civic association meetings.

14. Certification: Please complete the certification below:



If this application is approved for funding, the organization agrees to comply with all required Federal, state and local laws and regulations. The organization confirms that it is fully capable of fulfilling the obligations as stated in this proposal and in any attachments or documents included with this application.

Conflict of Interest (24 CFR 570.611; 24 CFR 85.36; and 24 CFR 84.42)

There are two sets of conflict of interest provisions applicable to activities carried out with CDBG funding. The first set, applicable to the procurement of goods and services by subrecipients, is the procurement regulations located at 24 CFR 84.42 and 85.36. (See 24 CFR 570.611(a)(1).) The second set of provisions is located at 24 CFR 570.611(a)(2). These provisions cover situations not covered by parts 84 and 85.



As a duly authorized representative of this organization, I submit this application to the Broward County Housing Finance and Community Development Division and verify that the information herein is true, accurate and complete.

PENALTY FOR FALSE OR FRAUDULENT STATEMENT: U.S. Code Title 18, Section 1001, provides that a fine up to \$10,000 or imprisonment for a period not to exceed 5 years, or both, shall be the penalty for willful misrepresentation and the making of false fictitious statement, knowing same to be false.

Name of Organization: City of Hallandale Beach

Type of Organization: [X] Municipal

(Signature) (Title) (Date)

STATE OF _____
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ (Name of individual signing) who, after first being sworn by me, affixed his/her signature in the space provided above on the _____ day of _____, 20____.

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

NOTARY PUBLIC, State of Florida

My commission expires _____.