

Deputy County Administrator

II. FISCAL IMPACT ANALYSIS

Fiscal Years	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Capital Expenditures	\$ _____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	=====	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes X No
 Budget Account No.: TBD Fund 3900 Dept 366 Unit X087 Object 8201
 Reporting Category

B. **Recommended Sources of Funds/Summary of Fiscal Impact:**
 There is no fiscal impact associated with the Amendment to the NHBP.

C. Department Fiscal Review: Pat DiGiuseppe

III. REVIEW COMMENTS

A. **OFMB Fiscal and/or Contract Development and Control Comments:**

Jim Doherty 1-10-07 OFMB
Jim J. Jacoby 1/12/07 Contract Development and Control
 1/10/07 1-9-07 1/14/07

B. **Legal Sufficiency:**

Anne Helgeson 1/16/07
 Assistant County Attorney

C. **Other Department Review:**

 Department Director

This summary is not to be used as a basis for payment

THE OFFICE OF COMMUNITY REVITALIZATION
Neighborhood Home Beautification Program (NHBP)

PROGRAM SUMMARY:

This program is designed to provide financial assistance to single-family property owners residing in identified County CCRT target areas as well as the Lake Region municipalities of South Bay, Pahokee, and Belle Glade. This assistance must be utilized to implement exterior improvements to the occupied single-family properties, which will enhance the neighborhood's overall visual appearance.

PURPOSE:

This program is designed to aid in the stabilization of declining residential neighborhoods. By assisting lower income single-family neighborhoods, the residents are energized to initiate and complete other community improvement projects. This program will improve the quality of life for benefiting households, help stabilize declining residential neighborhoods, and inspire residents to participate in their community's revitalization.

GUIDELINES:

1. The Office of Community Revitalization (OCR) on an annual basis shall designate the particular CCRT communities wherein the NHBP shall be implemented. Only those single-family residential properties on the streets identified by OCR staff shall be eligible to receive NHBP assistance.
2. OCR on an annual basis shall by mail, contact all eligible residential properties within the selected CCRT areas and advise the owners of the program's availability. This letter shall provide all information necessary for the owners to contact OCR and advise OCR of their desire to participate in the NHBP.
3. OCR shall then contact the interested owners and schedule a site-inspection as well as provide the owner with the NHBP application. The owner will be advised to complete the application and return it to OCR offices.
4. OCR staff shall review all received applications and determine the properties' eligibility and the applications' completeness. Only those single-family properties within selected CCRT areas that are homesteaded and have assessed property values below \$275,000 are eligible to receive assistance through the NHBP.
5. Once OCR staff has determined property eligibility and completed review of homeowner's application, OCR staff shall complete a "work write-up" on each property detailing the eligible improvements that are to be completed.
6. When all work write-ups are complete, OCR staff shall submit the work write-ups to the County's Facilities Development & Operations Division for the acquisition of general contractor or handyman services as required.
7. The Facilities Development & Operations Division's selected general contractor or handyman shall then inspect each applicant property and provide a cost for the listed improvements to be completed at each property. The Facilities Development & Operations Division shall then inform OCR of the costs and request OCR authorization to proceed with

(Guidelines cont.)

completing the listed improvements in compliance with County requirements, at the costs quoted by the general contractor and/or handyman.

8. Under the NHBP, the eligible improvements shall include: exterior painting; exterior doors; mail box replacement; minor/moderate window repair/replacement; fencing repair; driveway repair; sod replacement of up to 3,000 sq. ft. and exterior structural repairs (not including the roof).
9. The cost to complete eligible improvements shall not exceed \$10,000 per single-family residence.
10. When the improvements are completed, OCR shall be notified by the Facilities Development & Operations Division. OCR shall then make appropriate inspections to verify that all authorized improvements have been completed.
11. Facilities Development & Operations shall then submit to OCR an invoice for reimbursement of OCR approved costs associated with implementing the property improvements. As each single-family property is completed and inspected, OCR shall process the invoice for reimbursement to Facilities Development & Operations Division.
12. Once the improvements are completed and Facilities Development and Operations Division has been reimbursed, each improved property shall be entered into OCR's division monitoring system. This information shall also be provided to the Board of County Commissioners on a quarterly basis.
13. No single-family property may receive assistance from the NHBP more than once.
14. All appeals of OCR staff decisions shall be directed to the OCR Manager, and final decision will be made by the County Administrator.